



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

**Board of Directors Regular Meeting
Tuesday, June 12, 2018
6:00 pm Executive Session; 7:00 pm Regular Meeting
HMT Recreation Complex, Peg Ogilbee Dryland Meeting Room
15707 SW Walker Road, Beaverton**

AGENDA

1. Executive Session*
 - A. Personnel
2. Call Regular Meeting to Order
3. Action Resulting from Executive Session
4. [Presentation: Cedar Mill Farmers Market](#)
5. Audience Time**
6. Board Time
 - A. Committee Liaisons Update
7. Consent Agenda***
 - A. [Approve: Minutes of May 8, 2018 Regular Board Meeting](#)
 - B. [Approve: Monthly Bills](#)
 - C. [Approve: Monthly Financial Statement](#)
 - D. [Approve: Intergovernmental Agreement with Clean Water Services for Whispering Woods](#)
 - E. [Approve: Cedar Hills Park District-Purchased Materials](#)
 - F. [Approve: Resolution Authorizing Outdoor Recreation Legacy Partnership Grant Program Application for New Neighborhood Park Development for Bonnie Meadow](#)
 - G. [Approve: Resolution Appointing Audit Committee Member](#)
8. Unfinished Business
 - A. [Information: General Manager's Report](#)
9. New Business
 - A. [Review: Bonnie Meadow Area Neighborhood Park Master Plan](#)
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: June 7, 2018
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **Information Regarding the June 12, 2018 Board of Directors Meeting**

Agenda Item #4 – Presentation: Cedar Mill Farmers Market

Attached please find a memo announcing that Karen Carroll, Cedar Mill Farmers Market manager, will be at your meeting to present an update on the market and plans for the 2018 market season.

Agenda Item #7 – Consent Agenda

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

Action Requested: **Approve Consent Agenda Items #7A-G as submitted:**
[A. Approve: Minutes of May 8, 2018 Board Meeting](#)
[B. Approve: Monthly Bills](#)
[C. Approve: Monthly Financial Statement](#)
[D. Approve: Intergovernmental Agreement with Clean Water Services for Whispering Woods](#)
[E. Approve: Cedar Hills Park District-Purchased Materials](#)
[F. Approve: Resolution Authorizing Outdoor Recreation Legacy Partnership Grant Program Application for New Neighborhood Park Development for Bonnie Meadow](#)
[G. Approve: Resolution Appointing Audit Committee Member](#)

Agenda Item #8 – Unfinished Business

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

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

Agenda Item #9 – New Business

[A. Bonnie Meadow Area Neighborhood Park Master Plan](#)

Attached please find a memo seeking board input on a preferred master plan for the Bonnie Meadow Area Neighborhood Park. Staff anticipates returning to request consideration of board approval of a preferred master plan at the August regular board meeting. Gery Keck, superintendent of Design & Development, and René Brucker, Park Planner, will be at your meeting to present an overview of the proposed master plan and to answer any questions the board may have.

Other Packet Enclosures

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



MEMO

DATE: May 21, 2018
TO: Doug Menke, General Manager
FROM: Aisha Panas, Director of Park & Recreation Services

RE: **Cedar Mill Farmers Market**

Introduction

Karen Carroll, Cedar Mill Farmers Market manager, will present an update on the market and plans for the 2018 market season.

Background

Approximately 15 years ago, a former manager of the market came to the park district to propose a partnership for its operations. Since then the park district has partnered with the market, employing the market's employees and managing the revenue and expenses each week. The market will present on new events and activities for those in attendance each Saturday and how this partnership has helped to develop the market to what it is today.

Action Requested

No formal action is requested; the presentation is for information only.



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

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was held on Tuesday, May 8, 2018, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 6 pm; Regular Meeting 7 pm.

Present:

Ali Kavianian	President/Director
Felicita Monteblanco	Secretary/Director
John Griffiths	Secretary Pro-Tempore/Director
Wendy Kroger	Director
Holly Thompson	Director
Doug Menke	General Manager

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

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

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

Executive session is held pursuant to ORS 192.660(2)(e) and (h), 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 #2 – 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, May 8, 2018, at 7:05 pm.

Agenda Item #3 – Action Resulting from Executive Session

There was no action resulting from executive session.

Agenda Item #4 – Presentation: Beaverton Downtown Design Project

Jeannine Rustad, superintendent of Planning, introduced Steven Regner, associate planner with the City of Beaverton’s Community Development Department, to present information on the city’s Beaverton Downtown Design Project. Jeannine noted that this is an exciting opportunity for THPRD to partner with the City of Beaverton as one of the important aspects for this design process is planning open spaces for the area. The timing is also beneficial in that the district is in the process of updating its Parks Functional Plan and elements needing to be added are urban park and plaza amenities since the smallest classification currently included within the plan is a neighborhood park.

Steven provided a detailed overview of the Beaverton Downtown Design Project via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- An overview of the present downtown area
- Goals of the Beaverton Downtown Design Project
 - Urban design framework
 - Development code changes
 - Implementation items
- Project schedule
- Public engagement to-date
 - What is liked best about downtown
 - Biggest challenges with downtown
- Distinct character areas under consideration
 - Collection of neighborhoods
 - Three cores and corridors
 - Historic core connector
- Urban open space key takeaways and preferences
 - Habitat / natural area
 - Dog parks
 - Trails / multi-use paths
 - Community events and festivals
 - Children's play area / splash pads
 - Network of smaller, connected open spaces versus one large open space
 - Weather protected open space and programming
 - A mix of programs (concerts, community gardens, exercise stations, etc.)
- Next steps
 - Collect and review framework alternatives feedback
 - Develop preferred framework
 - Circulate preferred framework for public review
 - Work session with city council and planning commission (June/July)
 - Approval by city council and planning commission (summer 2018)
 - Implementation (fall 2018)

Steven offered to answer any questions the board may have.

John Griffiths commented that he is excited to see the collaboration between THPRD and the city on this project.

Felicita Montebianco asked if the urban open space preferences identified, such as dog parks, concerts and community gardens, reflect opportunities for collaboration with THPRD.

- ✓ Jeannine replied absolutely, noting that the Urban Service Agreement currently in process between THPRD and the City of Beaverton looks at how to share programming. Ultimately, the district and city serve the same population.

Felicita commented on the young demographics of the City of Beaverton, noting that her understanding is that Beaverton is the youngest city in the state with an average age in the low-30s. She encouraged THPRD and the city to keep that in mind when planning the programming.

Wendy Kroger stated that she is also happy to see the collaboration between the two agencies, as well as with Beaverton finding an identity other than as a bedroom community of Portland. She supports the idea of urban plazas and covered outdoor spaces taking into account the climate of the Pacific Northwest.

Holly Thompson referenced her career with the City of Beaverton, noting that she is pleased to see ideas that have been discussed for so long beginning to coming to fruition. She also established the enthusiasm on the part of the THPRD Board of Directors for investing in urban parks and play areas in the downtown core, noting that THPRD looks forward to being an active partner with the city in this regard. She referenced the opportunity for collaboration on programming, noting that there is much more to explore. The private sector, as well as the emerging Beaverton Downtown Association, has provided feedback about events being in direct competition with what they are trying to achieve. As the district and city contemplate coproducing outdoor spaces, thought may need to be given to how those spaces are activated and managed, including contracting with private organizations. She described how popular special events can be during the winter months with the appropriate covered space. Lastly, she noted that the Beaverton Night Market was founded with the intent of not always being a city event so this also lends itself to the thought of coproducing opportunities to create active space in the downtown core for others to assume the operations.

President Kavianian asked for additional information regarding the statistic that the downtown Beaverton area currently has 2% coverage in terms of recreation and open space and asked what the typical amount would be for a city similar in size.

- ✓ Steven explained that this number was a brief analysis conducted by their project consultant and that the recommended coverage is between 5-15%.
- ✓ Jeannine referenced the district's GRASP analysis which also identifies this area as underserved, noting that the design process creates an opportunity for improvement.

John asked what 10% coverage would translate to in terms of acreage.

- ✓ Steven replied that the downtown study area is a little over 300 acres total, but the coverage acreage would include creeks and natural areas. Rather than establishing a number of acres needed, the focus is on the variety and accessibility of the opportunities being provided.
- ✓ Jeannine added that this approach lends itself well to improving the district's GRASP analysis score for the area.

John commented that working with the city will be hyper important to the district in terms of understanding the correct properties to pursue in order to facilitate that vision.

Agenda Item #5 – Audience Time

Lacey Beaty, 13820 SW Bonnie Brae Ct., Beaverton, is before the THPRD Board of Directors this evening regarding THPRD's System Development Charge (SDC) program and affordable housing. She referenced the previous agenda item this evening about the partnership between THPRD and the City of Beaverton, noting that she is here this evening as the City of Beaverton Council President to ask for THPRD's partnership in addressing the issue of affordable housing. She noted that this is not a problem that the city can solve alone and that it is not always clear to the community which governing body does what. While affordable housing can't be owned by any single entity, the City of Beaverton is willing to take the lead on this project, but first a serious discussion needs to be had about where our community values lie in order to be successful. She questioned whether those values lie in having the best parks and recreation facilities at the expense of not having affordable housing in our city, or whether there is agreement that everyone of every income bracket should be able to live in Beaverton. She described a family member recently having to move outside city limits due to her rent doubling, which requires a longer commute, adding to traffic and infrastructure problems. She referenced the affordable housing item on the board's agenda for later this evening, noting that the city is looking to THPRD as a partner on this important topic. She described how high THPRD SDCs are along with other entities, noting that affordable housing developments can easily fail over a cost of \$100,000. She concluded by stating that the community can't look the other way any longer, and that the City of Beaverton needs a partnership with THPRD on affordable housing.

Pat Callahan, 12235 SW Edgewood St., Portland, is before the THPRD Board of Directors this evening to request consideration of reduced pool use fees for veterans. He described the therapeutic nature of swimming, noting that other cities around the country make such accommodations for veterans, with some pools only charging \$1 or free to disabled veterans. He stated that his fellow veterans would be appreciative if THPRD followed suit.

President Kavianian inquired of staff what the district's current discount is for veterans.

- ✓ Aisha Panas, director of Park & Recreation Services, replied that in-district veterans and their dependents are offered a 10% discount on district programs and activities.

Rosaline Elfick, 12120 NW Skyline Blvd., Portland, is before the THPRD Board of Directors this evening representing the Tualatin Hills Water Polo Club. She commented on the importance of the district's aquatics clubs, noting that they help fulfill the district's mission statement by providing high-quality recreation programs. She observed that most of the district's pools were built in the 1970s, noting that the area has dramatically increased in population since that time and the pools have become overcrowded. The sport of water polo is growing in popularity but the pool time available is inadequate to facilitate the growth. In addition, the Tualatin Hills Aquatic Center is the most expensive facility in the area to rent for tournaments. She encouraged the THPRD Board of Directors to keep aquatics programming at the top of their priority list for future funding considerations.

Bill Kanable, 8130 SW Sorrento Rd., Beaverton, is before the THPRD Board of Directors this evening regarding the district's soccer programs. He stated that he has three main concerns this evening to bring to the board's attention: 1. Annual field use fee increases. He understands that the annual increases have been done incrementally over the past few years in order to slowly move the field fees to the district's desired level, but he questions at what point the affiliated user groups can anticipate only inflationary annual increases. 2. A request to store portable goals at the HMT Recreation Complex has been met with resistance by district staff. The affiliated user groups would like to make the larger fields more usable with portable goals, but the goals would need to be stored on-site at the HMT Recreation Complex. 3. He encouraged THPRD to explore usage of the new fields at Beaverton School District's community schools, such as Aloha Huber Park K-8 School, through its intergovernmental agreement with the school district in order to gain community access.

Francine Kaufman, 5486 SW Alger Ave., Beaverton, is before the THPRD Board of Directors this evening regarding senior programming needs. She noted that the area's older adult population is growing and she believes it would be beneficial for the district to more widely promote its Silver Sneakers and Silver and Fit programming options. She is familiar with the availability of such programs at the Elsie Stuhr Center, but would like to see the programming options expanded to include tennis, which is a lifetime recreational sport.

- ✓ General Manager Doug Menke noted that district staff would further evaluate this suggestion, although the district's ability to offer different programs through Silver Sneakers and Silver and Fit are subject to those outside programs' rules, as well.

Agenda Item #6 – Board Time

John Griffiths noted that Habitat for Humanity will be breaking ground on eleven houses on Denney Road and just finished 16 houses on Allen Boulevard. He noted that one of the things he likes about their model is that ownership transfers to the recipient of the house.

A. Committee Liaison Updates

Wendy Kroger noted her attendance at the recent joint advisory committee meeting and Jenkins Estate master planning community conversation.

Felicita Monteblanco reported on the recent activities of the Tualatin Hills Park Foundation, noting that at their most recent meeting the Board of Trustees approved a \$7,000 expenditure to advance the district's scholarship program in terms of assessment and targeted outreach.

John Griffiths commented on his attendance at the recent joint advisory committees meeting and Nature & Trails Advisory Committee meeting that immediately followed.

Felicita commented on positive feedback she received regarding the district's outreach efforts for advisory committee member recruitment.

Agenda Item #7 – Consent Agenda

Felicita Monteblanco moved that the board of directors approve consent agenda items (A) Minutes of April 10, 2018 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Resolution Authorizing Recreational Trails Program Grant Application for Cedar Mill Creek Community Trail #4 and (E) Cedar Hills Park Construction Contract.

Wendy Kroger seconded the motion. Roll call proceeded as follows:

Holly Thompson	Yes
John Griffiths	Yes
Wendy Kroger	Yes
Felicita Monteblanco	Yes
Ali Kavianian	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. Affordable Housing

Keith Hobson, director of Business & Facilities, provided a brief overview of the memo included within the board of directors' information packet, noting that the additional information requested by the board at the April 10, 2018 meeting has been provided within the memo and includes:

- The impacts of waiving 25% and 50% of system development charges (SDCs) for up to 45 units of affordable housing per year for two and five years.
- An alternative option of purchasing surplus property from the City of Beaverton with the city dedicating the proceeds of those sales toward an affordable housing SDC fund.
- The impacts of backfilling SDCs reduced for affordable housing from either general fund capital replacements or programming.
- An update on the district's work with the City of Beaverton in drafting an urban service agreement (USA) to memorialize THPRD as the city's park and recreation service provider.
- Information regarding Metro's potential regional funding measure to create and protect affordable homes throughout the greater Portland region and Washington County's efforts, which include consideration of a construction excise tax that could be used to address affordable housing and two long-range planning work program tasks related to affordable housing.

Keith noted that no formal action is being requested of the board this evening and offered to answer any questions the board may have.

President Kavianian opened the floor to public testimony.

Sheila Greenlaw Fink, 3700 SW Murray Blvd., Beaverton, is before the THPRD Board of Directors this evening as the Executive Director for the Community Housing Fund. She commended THPRD for taking on the challenging topic of affordable housing and described the positive impact THPRD had on her family as a former district resident. She stated that she sees many intersections in the work of THPRD and the Community Housing Fund: both agencies work

hard to fund, design and build facilities needed for a strong, diverse and inclusive community; both agencies value the impact of these efforts on the health of its residents in promoting healthy, active lifestyles; both agencies work to engage the diversity of the community and to represent their visions and values in what is built; and, both agencies identify collaborative opportunities to work together to operate in the most efficient and responsible manner. She noted that affordable housing developers in Portland pay no SDCs, resulting in projects that cost nearly ten times more in THPRD's service area. She referenced additional information within her written testimony, a copy of which was entered into the record, regarding why it is important for the district to consider helping the cause of affordable housing in that the topic affects the district's residents, employees, and those who are currently closed out of being able to enjoy the services offered by THPRD due to the lack of affordable housing in the area. She offered the assistance of the Community Housing Fund to help THPRD through this process.

Jilian Saurage Felton, PO Box 23206, Tigard, is before the board of directors this evening as the Housing Development Director for Community Partners for Affordable Housing. She noted that the Community Partners for Affordable Housing provides critical services for the area's most vulnerable residents, noting that they help residents not only obtain housing, but stay in housing. She expressed agreement with Sheila's testimony that constructing an affordable housing development within the City of Beaverton is difficult due to various agencies' fees, especially when such developments have such tight cash flows that \$100,000 can kill a project. She noted that rent and housing costs in the district are far outpacing wage growth and are forcing longtime residents out of the district. She referenced THPRD's mission statement and asked how the district can serve a diverse community when such diversity is being forced out of the area due to the high cost of housing. She provided an overview of the many societal benefits that come along with the availability of affordable housing and requested that the THPRD Board of Directors consider a partial or total waiver of SDCs for affordable housing developments, especially for non-profit developers. In addition, she hopes that the district can find a way to set aside funds for the purpose of backfilling the SDC waivers without eliminating the programs that are also specifically designated to help the district's most vulnerable residents. She offered the assistance of the Community Partners for Affordable Housing to THPRD, including making available their research on the actions other agencies have taken in support of affordable housing.

Rachael Duke, PO Box 23206, Tigard, is before the board of directors this evening as the Executive Director for Community Partners for Affordable Housing. She stated that the concern of affordable housing requires everyone to come together to participate in contributing to the solution. She described the difficulty in bringing affordable housing developments to completion simply due to cash flow; however, SDC waivers would also represent a form of community support that could help such development projects rank higher in very competitive processes for additional funding. Public agencies should work with the understanding of coming together to achieve an equitable community and right now the community is not equitable. She thanked the THPRD Board of Directors for their consideration of this issue and for taking the time to hear public testimony on the subject.

President Kavianian referenced the information contained within the staff report, specifically the tables outlining the impact to the district if it were to implement a 25% or 50% SDC waiver for affordable housing developments, noting that the impacts listed are real and tangible. Instead, he suggested that the board consider methods by which the district could partner with the City of Beaverton and Washington County on the topic of affordable housing, while still furthering its own mission, such as through the purchase of surplus land from the city or county. Potential properties have already been identified, the funding from which could have an immediate impact on the issue of affordable housing while other agencies, such as Metro, continue to evaluate the path forward. This would enable the district the opportunity to help the cause of affordable housing

while also making a better community overall, and while it may be a first step, and perhaps not the end-all solution on behalf of the district, it could offer an immediate impact while also giving other agencies time to determine the path forward.

Holly Thompson commented that she appreciates that the board is focused on the method by which to help; not whether to help at all. She questioned whether the board is at the point to make a formal decision on which approach is best. She provided an overview of her request to staff during the April board meeting to outline scenarios regarding the impact of a 25% and 50% SDC waiver for affordable housing developments dedicated to residents making 60% of MFI, for up to 45 units per year. She noted that 45 units per year may be on the high end as some years do not have any affordable housing developments built, so the thought would be that the funding for years that do not reach 45 units would go into a sinking fund to help fund future years. She understands how critical SDCs are to the district and the challenges faced in fulfilling the district's mission and services to an expanding community. She inquired whether there is a legislative method to explore, with low risk of unintended consequences, to modify SDC law regarding the backfill requirements for SDC waivers for affordable housing developments.

- ✓ Keith Hobson, director of Business & Facilities, replied that it would be a worthwhile discussion in that the only method currently allowed to backfill the SDC fund is to take money from the general fund, which is the district's most discretionary source of funding. Creating an exemption from this requirement would allow the district to choose whether or not to backfill the waived SDCs and it's not unprecedented in that this is allowed for jurisdictions within inclusionary zones.
- ✓ General Manager Doug Menke described the united front that would be necessary in order for the district to be successful in such a request to the legislature, including displayed support from our partner agencies, nonprofits, and the development community. It takes a variety of tools to change state law, such as already having the inclusionary zoning in place before making the request of the legislature. This alone would be a great example of partner support in that the City of Beaverton and Washington County control zoning changes.

Holly thanked the board members for their creative ideas and various options to explore, noting that she is fully in support of exploring all options that make sense to help stimulate affordable housing and does not feel the need to choose one thing over another. She truly believes it is within THPRD's mission to make sure that the district's amenities are available to all.

Felicita Montebianco expressed agreement with exploring changing the SDC backfill requirement legislatively but would like to see the district do more, as well. She stated that she is passionate about the cause of affordable housing and would love to see THPRD be a leader in this area. She commented that enrollment in the Beaverton School District has fallen because people are getting priced out of the area. Although she voted to approve the recent SDC annual rate increase, there are two sides to that situation and the district needs to look at how it is a barrier to affordable housing. She referenced the testimony received earlier this evening regarding SDC waivers being viewed as a form of community support for funding applications, noting that there is a multitude of ways THPRD can help this cause. She likes some of the ideas discussed by the board better than others and would like to continue the discussion, making sure that any steps implemented by the district are not specific to just the City of Beaverton, but include the district's unincorporated Washington County community, as well.

Wendy Kroger stated that the board has an opportunity before them to explore many different paths in terms of how the district could contribute. While she agrees that affordable housing is a strong concern for the entire community, she believes that those who are the most knowledgeable on the topic should take the lead, which is not THPRD. She described the perception of affordable housing as having limited access to personal outdoor space, noting that

she wants to make sure everyone who lives in such housing has immediate access to parks and trails to help fill that void. THPRD services are critically important to such residents. She referenced the district's lack of an urban service agreement (USA) with the City of Beaverton, noting that she believes it is critical for THPRD and the city to complete this agreement in order to clarify the roles for both agencies. Clarity may come to the issue of affordable housing through that process, as well. There are many paths that the district could explore in terms of assisting affordable housing and she would like to see where each path leads, especially since everyone agrees on the ultimate goal of having a vibrant community for everyone who lives here with access for all. She expressed support for exploring purchasing of surplus land; addressing the backfill requirement legislatively; continuing work on the USA with the city; working with affordable housing non-profit developers; and helping Metro move forward with their affordable housing funding measure. She stated that there are a variety of ways THPRD can help the cause of affordable housing while still remaining true to its mission and the people who depend on it.

John Griffiths stated that he is inclined to further explore how THPRD can assist other agencies in fulfilling their missions while also fulfilling its own, such as through the purchase of surplus property not useful for development, but useful to THPRD as parkland, from another government entity that would then allow that entity to use those funds toward mitigating SDC fees for parks. Although this would not be a permanent solution, it could provide some immediate assistance while discussions continue. He agrees with Wendy's comments that THPRD is a parks and recreation district; not an affordable housing provider. However, if THPRD can assist another mission at the same time as advancing its own, he is in favor of such an arrangement.

General Manager Doug Menke recapped the consensus direction provided by the board this evening as:

- Explore legislative modification of the SDC waiver backfill requirement.
- Continue to pursue the purchase of surplus land from both the City of Beaverton and Washington County.
- Continue to work toward completion of a USA with the City of Beaverton.

President Kavianian commented that it appears that there are short, mid and long-term solutions identified this evening for additional evaluation.

Felicita expressed that she does not want to see the option of a SDC waiver taken off the table yet and would eventually like to see a willingness on the board to sacrifice for the greater good without asking for something in return.

- ✓ Holly expressed agreement, noting that attempting to address the SDC backfill requirements legislatively keeps the door open to the possibility of a SDC waiver being considered in the future.
- ✓ John commented that even with a change in the backfill requirements, the net impact to the district would still be the same in terms of less resources.

John inquired as to THPRD's upcoming visioning effort.

- ✓ Doug replied that funds are included within the Proposed FY 2018/19 Budget to begin the visioning process, which is scheduled to kick off in early 2019, and could include survey opportunities to ask the community what should be next for the district, including specific interest areas and how those interest areas may be associated with the district's mission.
- ✓ Holly described her experience with the City of Beaverton's recent visioning effort and suggested that rather than asking specific questions, the survey should try to find out what is most important to the community first and continue the work from there. She cautioned that the process might not clearly answer all of the questions the board expects.

Wendy inquired whether there is a method by which the district could work with the non-profit affordable housing community on property purchases if the district has surplus land that may be suitable for an affordable housing development.

- ✓ Doug confirmed that this is part of the larger land conversation.

John asked district staff to recap once more the direction provided by the board this evening.

- ✓ Keith replied:
 - Continue to pursue land sale options with other government entities.
 - Explore the legislative concept for the SDC backfill requirement.
 - Continue to work toward completion of a USA with the City of Beaverton.
 - Consider the non-profit affordable housing community in relation to surplus THPRD property.

B. General Manager's Report

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

- Quarterly Grant Report
 - Brad Hauschild, urban planner/grant specialist, provided an overview of the quarterly grant report as included within the board of director's information packet.
- Greenway Park Concept Plan Update
 - Bruce Barbarasch, superintendent of Nature & Trails, provided an update regarding the public process, anticipated outcomes, and next steps to complete the Greenway Park Concept Plan via a PowerPoint presentation, a copy of which was entered into the record.
- Summer Camp Preview
 - Sabrina Taylor Schmitt, Conestoga Recreation and Aquatic Center supervisor, provided an overview of upcoming summer camp offerings via a PowerPoint presentation, a copy of which was entered into the record.
- Spring Egg Hunt at Mountain View Champions Park
 - Julie Rocha, Athletic Center supervisor, provided an overview and photos from the district's first inclusive egg hunt held at Mountain View Champions Park in partnership with Autism Society of Oregon via a PowerPoint presentation, a copy of which was entered into the record.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

Wendy Kroger complimented staff on the district's grant strategy and inquired about what happens to projects that do not receive the requested grant funding.

- ✓ Brad replied that typically staff will follow up with the funding agency to find out why the grant request was not successful and would either apply again based on the feedback or explore alternative funding sources for the project.

John Griffiths referenced the most recent successes THPRD has had with Land & Water Conservation Fund (LWCF) grants and asked if funding has increased for the LWCF grant program or if our success is attributable to submitting more competitive grant applications.

- ✓ Brad replied that he believes it is due to both the district's applications and that there were not as many applications received from other agencies as there have been in the past.

Holly Thompson thanked Bruce for the work he has done with the community surrounding Greenway Park through the concept plan public outreach process.

- ✓ Wendy expressed agreement, noting her love for Greenway Park and the highly anticipated results of this process from fellow community members.

Felicita Montebalanco referenced the impact THPRD summer camps had on her as a child and asked whether any camps currently have full enrollment.

- ✓ Sabrina replied that it is still early in the season so most camps have availability.

Holly thanked district staff for the variety of creative options available for summer camps, and also recognized Sabrina's recent Inclusive Employment Champion Award from PHAME.

- ✓ Aisha Panas, director of Park & Recreation Services, commented that the award recognized Sabrina's hiring of employees experiencing disabilities.

Felicita referenced the inclusive egg hunt and inquired about educational opportunities available for the board members regarding ways to talk about such work in an informed manner.

- ✓ Julie referenced an upcoming training for district staff being provided by FACT Oregon.

Agenda Item #9 – New Business

A. Amendments to District Compiled Policies Chapter 3 – Board Policies

General Manager Doug Menke noted that the board of directors had previously expressed an interest in making amendments to Chapter 3 (Board Policies) of the District Compiled Policies (DCP) related to board member conduct expectations. The most current proposed edits to the DCP regarding this topic, along with some general housekeeping edits proposed by district legal counsel, has been provided at the board's places this evening, a copy of which was entered into the record. Doug introduced Heather Martin with Beery, Elsner & Hammond, district legal counsel, to answer any questions the board may have regarding the proposed amendments.

Felicita Montebalanco expressed appreciation for the board members' feedback on these proposed amendments, noting that it is confirmation regarding the similar values they all share.

John Griffiths commented that he had provided edits to district staff and is fairly satisfied with the current draft as proposed.

Holly Thompson stated that she would like to see section 3.04(C)(4) under Board Discussions and Decorum rephrased to be directional in terms of what the board members should focus on rather than what not to do, such as encouraging board comments at a substantive level rather than wordsmithing.

- ✓ Discussion occurred regarding the intent of this particular section and how much latitude the board should have in modifying or editing prepared documents that are also being requested for approval at the same board meeting.

Discussion occurred regarding section 3.20 regarding Ethics Commission Requirements and Reporting, with Heather noting that this section is meant to be a surface-level guide for the board members to refer to and encouraged them to contact legal counsel directly for specific advice when considering a question of ethics requirements. Discussion also occurred regarding the recommended process for adding a new agenda item to a board meeting already in progress.

General Manager Doug Menke commented that if there are no further comments by the board, district staff and legal counsel will continue work on the section referenced by Holly and will return to the board at a future meeting for consideration of adoption of the amendments.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 9:25 pm.

Ali Kavianian, President

Felicita Montebalanco, Secretary

Check #	Check Date	Vendor Name	Check Amount
52073	04/11/2018	Comcast Spotlight, LP Advertising	3,554.00 \$ 3,554.00
51278	04/11/2018	SCP Distributors LLC	1,549.20
303560	04/13/2018	Northwest Playground Equipment, Inc.	2,410.00
303610	04/25/2018	Pacific Fence & Wire Co. Capital Outlay - ADA Projects	4,567.00 \$ 8,526.20
303516	04/11/2018	Lawyers Title Insurance Corporation Capital Outlay - Bond - Land Acquisition	1,000.00 \$ 1,000.00
303463	04/05/2018	Scholls Valley Native Nursery Capital Outlay - Bond - Natural Resources Projects	10,540.01 \$ 10,540.01
303459	04/05/2018	Paul Brothers, Inc.	2,250.26
303532	04/13/2018	DCW Cost Management	12,000.00
303578	04/16/2018	City of Beaverton	9,000.00
303625	04/25/2018	Brian C Jackson, Architect LLC	5,362.77
ACH	04/25/2018	MackKay Sposito, Inc. Capital Outlay - Bond - New/Redevelop Community Parks	75,854.41 \$ 104,467.44
303523	04/13/2018	2.ink Studio Capital Outlay - Bond - New/Redevelop Neighborhood Parks	7,816.52 \$ 7,816.52
303570	04/13/2018	Sterling Pacific	12,501.88
303613	04/25/2018	Scott Edwards Architecture LLP Capital Outlay - Building Improvements	4,323.40 \$ 16,825.28
51278	04/11/2018	SCP Distributors LLC	1,481.50
51774	04/11/2018	Platt Electric Supply	447.00
303531	04/13/2018	Creative Lighting Solutions	92,049.30
303617	04/25/2018	Tom Stevens Boiler Repair, Inc. Capital Outlay - Building Replacements	2,500.00 \$ 96,477.80
51278	04/11/2018	SCP Distributors LLC	1,728.39
52324	04/11/2018	Buell Recreation LLC Capital Outlay - Facility Challenge Grants	4,580.00 \$ 6,308.39
51628	04/11/2018	Better Engineering Mfg., Inc. Capital Outlay - Fleet Capital Replacement	9,966.00 \$ 9,966.00
ACH	04/13/2018	CDW Government, Inc.	85,474.00
ACH	04/25/2018	CDW Government, Inc. Capital Outlay - Information Technology Replacement	21,022.02 \$ 106,496.02
303438	04/05/2018	AKS Engineering & Forestry, LLC	3,522.50
303457	04/05/2018	Northwest Playground Equipment, Inc.	5,480.00
303465	04/05/2018	City of Tigard	2,500.00
ACH	04/13/2018	3J Consulting, Inc. Capital Outlay - Park & Trail Replacements	6,787.69 \$ 18,290.19
303525	04/13/2018	AKS Engineering & Forestry, LLC	4,552.20
303536	04/13/2018	Environmental Science Associates	6,307.50
303576	04/13/2018	WH Pacific, Inc.	31,996.50
303622	04/25/2018	WH Pacific, Inc.	44,812.00
303630	04/25/2018	Environmental Science Associates	3,450.00
ACH	04/25/2018	Angelo Planning Group, Inc. Capital Outlay - SDC - Park Development/Improvement	10,834.25 \$ 101,952.45

Check #	Check Date	Vendor Name	Check Amount
303458	04/05/2018	NuStep, Inc.	6,707.00
303635	04/25/2018	Life Fitness	2,000.51
		Capital Outlay-Cardio/Weight Equipment	\$ 8,707.51
303611	04/25/2018	Peterson Structural Engineers, Inc.	4,479.50
		Capital Outlay-Raleigh Park Strm Wtr Mgmt Des	\$ 4,479.50
303561	04/13/2018	Oregon Corrections Enterprises	15,479.30
		Capital Outlay-Signage Master Plan Phase 2	\$ 15,479.30
51281	04/11/2018	LERN	2,490.00
ACH	04/13/2018	Sharon Hoffmeister	1,041.32
		Conferences	\$ 3,531.32
52456	04/30/2018	FreedomPay, Inc.	1,441.20
		Credit Card Processing Fees	\$ 1,441.20
51670	04/11/2018	Getty Images (US), Inc.	3,108.00
51720	04/11/2018	ORPA	4,500.00
51989	04/11/2018	Westside Economic Alliance	1,500.00
		Dues & Memberships	\$ 9,108.00
303455	04/05/2018	PGE	52,113.29
303553	04/13/2018	PGE	4,778.28
303603	04/25/2018	PGE	30,451.06
303604	04/25/2018	PGE (Clean Wind)	1,867.08
		Electricity	\$ 89,209.71
303592	04/18/2018	Standard Insurance Company	238,132.88
303699	04/30/2018	Kaiser Foundation Health Plan	264,105.01
303700	04/30/2018	Moda Health Plan, Inc.	25,896.05
303703	04/30/2018	Standard Insurance Co.	13,442.71
		Employee Benefits	\$ 541,576.65
ACH	04/04/2018	Massachusetts Mutual Life Insurance Company	2,000.00
303589	04/16/2018	PacificSource Administrators, Inc.	9,403.80
303590	04/16/2018	Standard Insurance Company	32,184.92
ACH	04/16/2018	Massachusetts Mutual Life Insurance Company	17,701.17
303702	04/30/2018	PacificSource Administrators, Inc.	4,643.18
303704	04/30/2018	Standard Insurance Company	36,198.84
ACH	04/30/2018	Massachusetts Mutual Life Insurance Company	15,873.23
		Employee Deductions	\$ 118,005.14
303454	04/05/2018	NW Natural	22,627.39
303602	04/25/2018	NW Natural	14,918.44
52443	04/30/2018	NW Natural	5,841.69
		Heat	\$ 43,387.52
303467	04/05/2018	Universal Whistles, LLC	1,056.00
303619	04/25/2018	Universal Whistles, LLC	2,376.00
		Instructional Services	\$ 3,432.00
ACH	04/05/2018	Hydro Clean Environmental, LLC	4,800.00
51730	04/11/2018	Guaranteed Pest Control Service Co, Inc.	1,477.00
51822	04/11/2018	Pool & Spa House, Inc.	3,548.60
52072	04/11/2018	Pool & Spa House, Inc.	1,379.04
303564	04/13/2018	Proctor Sales Inc.	1,115.00
303572	04/13/2018	United Site Services	7,160.12
303610	04/25/2018	Pacific Fence & Wire Co.	768.00
303617	04/25/2018	Tom Stevens Boiler Repair, Inc.	720.00
ACH	04/25/2018	Aronson Security Group	1,010.46
ACH	04/25/2018	Hydro Clean Environmental, LLC	1,600.00
		Maintenance Services	\$ 23,578.22

Check #	Check Date	Vendor Name	Check Amount
303462	04/05/2018	Reliable Fence & Construction, Inc.	1,977.00
51284	04/11/2018	Ewing Irrigation Products, Inc.	7,121.73
51495	04/11/2018	Buell Recreation LLC	1,163.00
51550	04/11/2018	Airgas Nor Pac, Inc.	1,541.48
51738	04/11/2018	Step Forward Activities, Inc.	1,578.00
51740	04/11/2018	Wilbur-Ellis Company	1,506.68
51774	04/11/2018	Platt Electric Supply	1,748.84
51780	04/11/2018	Rexius Forest By-Products, Inc.	1,830.00
51824	04/11/2018	Ewing Irrigation Products, Inc.	1,433.60
51882	04/11/2018	Ewing Irrigation Products, Inc.	5,477.35
51934	04/11/2018	Airgas Nor Pac, Inc.	1,917.20
52157	04/11/2018	Pioneer Manufacturing Co.	1,380.00
52403	04/11/2018	Pioneer Manufacturing Co.	2,328.00
52458	04/30/2018	Staples Business Advantage	1,951.47
52463	04/30/2018	Staples Business Advantage	2,099.21
52464	04/30/2018	Staples Business Advantage	2,396.41
52465	04/30/2018	Staples Business Advantage	1,881.46
		Maintenance Supplies	\$ 39,331.43
303614	04/25/2018	Special Districts Association of Oregon	1,000.00
		Miscellaneous Other Services	\$ 1,000.00
52445	04/30/2018	AT&T Mobility	1,662.47
		Office Supplies	\$ 1,662.47
303657	04/25/2018	US Postal Service CMRS-PB	3,000.00
		Postage	\$ 3,000.00
303527	04/13/2018	B & B Print Source	10,732.00
ACH	04/13/2018	Signature Graphics	73,282.83
ACH	04/25/2018	Lithtex, Inc.	1,773.84
		Printing & Publication	\$ 85,788.67
303460	04/05/2018	Prichard Communications, Inc.	2,500.00
303529	04/13/2018	Coalition of Communities of Color	5,000.00
303556	04/13/2018	Mark Sherman Consultants	6,162.00
303562	04/13/2018	Pac/West Communications	4,065.00
303615	04/25/2018	Technology Integration Group (TIG)	4,995.00
ACH	04/25/2018	Beery, Elsnor & Hammond, LLP	7,649.11
		Professional Services	\$ 30,371.11
51285	04/11/2018	Hyder Graphics	3,407.40
52044	04/11/2018	PlasticPrinters.com	2,789.68
303571	04/13/2018	U.G. Cash & Carry	1,939.93
303612	04/25/2018	Portland Piano Company & Moe's Piano	4,890.00
303628	04/25/2018	Dalton's Northwest Catering	1,000.00
303632	04/25/2018	Frye's Action Athletics	6,552.00
52445	04/30/2018	AT&T Mobility	1,321.26
52446	04/30/2018	Comcast Cable	1,108.24
		Program Supplies	\$ 23,008.51
303658	04/25/2018	Venkateswarlu Vinjamuri	1,252.00
303660	04/25/2018	Nicole Williams	1,585.00
303662	04/25/2018	Daniel Yi	1,390.00
303689	04/30/2018	Venkatesh Ramamurthy	1,614.00
303696	04/30/2018	Zhiqi Tao	1,032.00
		Refund for District Credit Balance	\$ 6,873.00
52451	04/30/2018	Waste Management of Oregon	7,309.52
		Refuse Services	\$ 7,309.52

<u>Check #</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
303444	04/05/2018	Elevate Technology Group	7,500.00
52144	04/11/2018	Northwest Tree Specialists	1,325.00
52270	04/11/2018	Northwest Tree Specialists	1,875.00
303567	04/13/2018	Johnson Controls Fire Protection LP	7,438.19
303569	04/13/2018	Sound Security, Inc.	11,967.00
ACH	04/13/2018	Smith Dawson & Andrews	3,000.00
ACH	04/13/2018	Terra Verde LLC	6,000.00
		Technical Services	\$ 39,105.19
ACH	04/05/2018	Katherine Stokke	3,241.63
303530	04/13/2018	Confidence Coach, LLC	1,000.00
		Technical Training	\$ 4,241.63
303600	04/25/2018	Allstream	5,122.81
52445	04/30/2018	AT&T Mobility	8,178.67
		Telecommunications	\$ 13,301.48
52202	04/11/2018	Pacific Service Center	1,234.65
303566	04/13/2018	RDO Trust #80-5800	3,903.85
303621	04/25/2018	Western Bus Sales, Inc.	1,099.60
		Vehicle & Equipment Services	\$ 6,238.10
ACH	04/05/2018	Marc Nelson Oil Products, Inc.	2,330.07
303618	04/25/2018	Tualatin Valley Water District	3,385.62
ACH	04/25/2018	Marc Nelson Oil Products, Inc.	2,710.36
		Vehicle Gas & Oil	\$ 8,426.05
52452	04/30/2018	City of Beaverton	10,170.55
52453	04/30/2018	Clean Water Services	2,996.59
52454	04/30/2018	Tualatin Valley Water District	17,736.82
		Water & Sewer	\$ 30,903.96
		Grand Total	\$ 1,654,717.49

Tualatin Hills Park & Recreation District

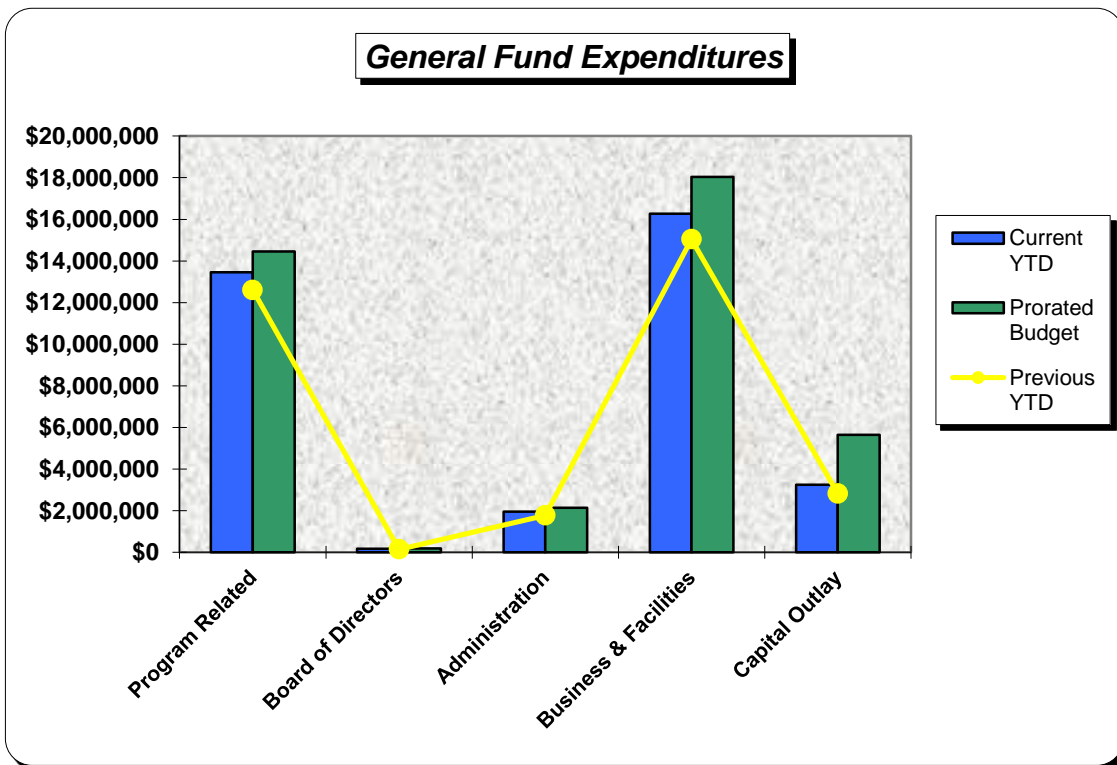
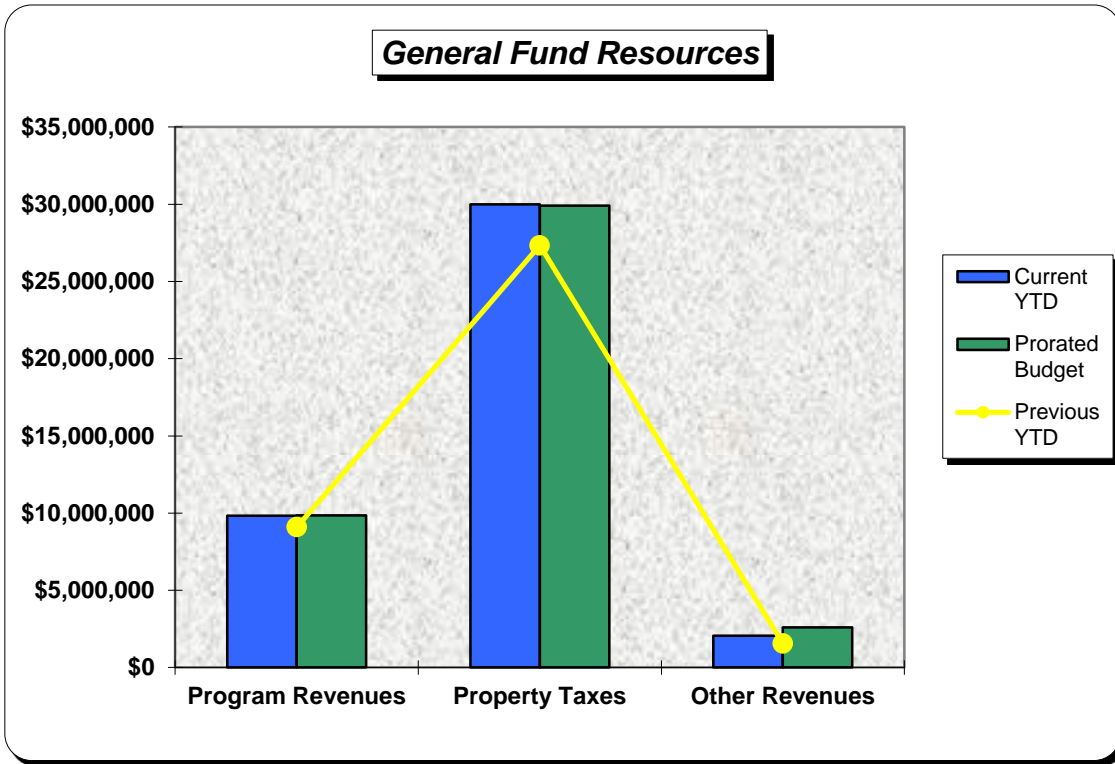
General Fund Financial Summary
April, 2018

	Current Month	Year to Date	Prorated Budget	% YTD to Prorated Budget	Full Fiscal Year Budget
Program Resources:					
Aquatic Centers	\$ 502,995	\$ 2,564,893	\$ 2,855,231	89.8%	\$ 3,216,289
Tennis Center	120,958	957,792	1,028,812	93.1%	1,129,096
Recreation Centers & Programs	1,035,761	4,634,665	4,357,789	106.4%	5,185,786
Sports Programs & Field Rentals	256,114	1,292,515	1,273,227	101.5%	1,639,061
Natural Resources	159,636	390,075	344,132	113.4%	406,200
Total Program Resources	2,075,464	9,839,940	9,859,191	99.8%	11,576,432
Other Resources:					
Property Taxes	37,440	29,997,531	29,906,703	100.3%	30,741,497
Interest Income	30,537	249,274	107,876	231.1%	155,000
Facility Rentals/Sponsorships	40,318	477,019	418,892	113.9%	473,900
Grants	3,000	780,928	1,658,600	47.1%	2,055,417
Miscellaneous Income	40,279	546,014	416,539	131.1%	497,250
Total Other Resources	151,574	32,050,766	32,508,610	98.6%	33,923,064
Total Resources	\$ 2,227,038	\$41,890,706	\$ 42,367,801	98.9%	\$45,499,496
Program Related Expenditures:					
Parks & Recreation Administration	52,409	495,683	571,002	86.8%	685,221
Aquatic Centers	297,825	3,193,378	3,480,112	91.8%	4,159,169
Tennis Center	81,171	867,442	876,108	99.0%	1,045,843
Recreation Centers	472,762	5,123,757	5,340,352	95.9%	6,433,607
Community Programs	36,959	435,567	482,638	90.2%	583,120
Athletic Center & Sports Programs	146,626	1,713,316	2,003,953	85.5%	2,401,814
Natural Resources & Trails	154,465	1,625,501	1,708,576	95.1%	2,097,536
Total Program Related Expenditures	1,242,217	13,454,644	14,462,741	93.0%	17,406,310
General Government Expenditures:					
Board of Directors	12,350	179,670	183,504	97.9%	269,895
Administration	271,367	1,959,351	2,137,407	91.7%	2,513,864
Business & Facilities	1,519,194	16,276,301	18,031,712	90.3%	22,024,609
Capital Outlay	267,299	3,244,400	5,640,423	57.5%	6,419,213
Contingency/Capital Replacement Reserve	-	-	-	0.0%	5,050,000
Total Other Expenditures:	2,070,210	21,659,722	25,993,046	83.3%	36,277,581
Total Expenditures	\$ 3,312,427	\$35,114,366	\$ 40,455,786	86.8%	\$53,683,891
Revenues over (under) Expenditures	\$ (1,085,389)	\$ 6,776,340	\$ 1,912,015	354.4%	\$ (8,184,395)
Beginning Cash on Hand		9,920,411	8,184,395	121.2%	8,184,395
Ending Cash on Hand		\$16,696,751	\$ 10,096,410	165.4%	\$ -

Tualatin Hills Park and Recreation District

General Fund Financial Summary

April, 2018





MEMO

DATE: May 24, 2018
TO: Doug Menke, General Manager
FROM: Aisha Panas, Director of Park & Recreation

RE: **Intergovernmental Agreement with Clean Water Services for Whispering Woods**

Introduction

Funds from the 2008 Bond Measure were identified to enhance the natural areas in Whispering Woods. To expand the project area, staff has worked with Clean Water Services (CWS) on an easement, Ecological Enhancement Plan, and Intergovernmental Agreement where CWS will manage and fund a portion of the restoration in exchange for credits that CWS can use as part of its regulatory compliance strategy. Additional project area will result in mitigation credits that THPRD can use to offset impacts from development projects. The arrangement results in benefits for both agencies.

Background

Whispering Woods covers approximately 20 acres in the southwest quadrant of the park district (see attached vicinity and site maps noted as Exhibits A & B). The property has an extensive streamside and wetland area along Beaverton Creek as well as upland property on its north and south sides. Some areas are in need of enhancement. Trails run through the south portions of the project area, but will not be impacted by the project.

CWS achieves some of its regulatory needs by improving the quality of water in urban streams through revegetation and shading. They receive “shade credit” with the Oregon Department of Environmental Quality for planting projects. They also operate a mitigation program called Payment to Provide (PTP) where impacts from small projects are consolidated into one larger mitigation site to improve ecological effectiveness.

CWS approached THPRD staff about a potential partnership where CWS would conduct shade credit and PTP activities at Whispering Woods in exchange for managing other site improvements. In addition, CWS agreed to help THPRD with paperwork needed to obtain advance vegetated corridor mitigation credits for work done on THPRD property.

Proposal

Staff propose a partnership between CWS and THPRD to increase habitat diversity, promote native wildlife, and improve water quality in the area. Non-native plants will be removed and replaced with native plants over an area of approximately 20 acres.

At Whispering Woods, CWS proposes to conduct one acre of PTP habitat enhancement activity using CWS funds. CWS will ask THPRD to place a water quality easement over the property. In exchange, CWS will manage the habitat enhancement of an additional 17 acres and assist

THPRD in the paperwork needed to receive advance mitigation credits for approximately 1.7 acres of this area.

Trails will be left as-is and visibility buffers will be left open for safety reasons. CWS will manage the entire project, following the Ecological Enhancement Plan (Exhibit C), which was created with Nature & Trails staff. It describes specific habitat management plans, and states that if THPRD builds trails or amenities in the future and it impacts this restoration area, mitigation will be done on a one to one basis.

In exchange for doing weed removal, native plant installation, permitting for THPRD mitigation credits, and maintenance activities, THPRD will provide CWS with an easement to conduct ecological enhancement, mitigation and stewardship activities on THPRD property. An Intergovernmental Agreement (noted as Exhibit D) outlines a cost-sharing arrangement and easement arrangements and have been reviewed and approved as to form by the park district's legal counsel. CWS will be responsible for obtaining all needed permits. This is similar to activities done on other properties such as the Rock Creek Greenway.

The project planning, preparation, and establishment costs are estimated to be \$260,000, of which CWS will contribute approximately \$153,000. CWS will provide 20 years of maintenance over the entire area which will save staff management time. The balance of funds for this effort will be provided by the 2008 Bond.

Benefits of Proposal

The proposal will result in the improvement of more than 20 acres of THPRD property as well as 1.7 acres of vegetated corridor mitigation. The project also meets the joint goals of both CWS and THPRD to enhance the quality of wetlands and watersheds.

Potential Downside of Proposal

An easement placed over this land reduces THPRD's ability to use the land for other recreational activities in the future. Given slopes and environmental constraints on the site, this is unlikely. In addition, CWS will use up to one acre of the land available for mitigation purposes for its own needs, which would become unavailable to THPRD for future needs.

Action Requested

Board of Directors' approval of the easement, intergovernmental agreement, and associated documents with Clean Water Services and authorization for the general manager or his designee to execute the necessary documents to facilitate the project.

EXHIBIT A

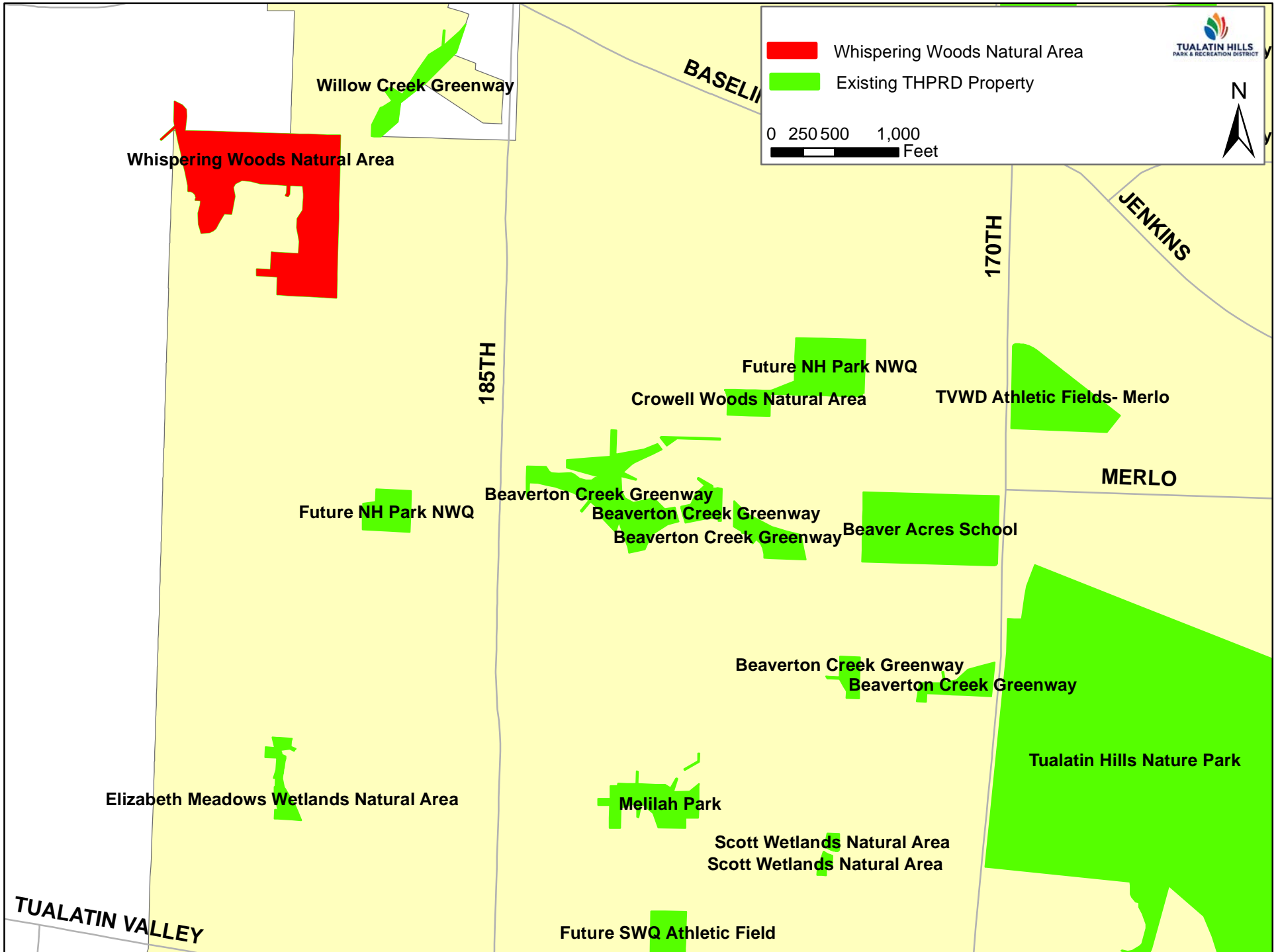


EXHIBIT B



Collaborative Regional Restoration Projects Ecological
Enhancement Plan

EXHIBIT C

Site Name(s):

- **Whispering Woods**

General Location:

- **Hillsboro, Oregon between SW 185th avenue and SW 197th avenue.**

Organizational Point of Contact:

Clean Water Services

(CWS):

- **John Richard Goetz III**

Tualatin Hills Park and Recreation District (THPRD):

- **Primary: Greg Creager**

Approved by:

Printed Name

Printed Name

Signature

Signature

Organization

Organization

I. Site Information

a. Site Boundary (see Attachment A)

b. History

Beaverton Creek has been heavily impacted by development along its length and poses the complex challenges of an urban stream in a densely populated area. Despite this, and in large part because of concerted restoration efforts up and downstream of this project area, the creek provides numerous ecological functions including habitat for resident and migratory wildlife. CWS and THPRD have a history of working collaboratively to leverage funding to implement restoration projects that meet complimentary goals and objectives. The Whispering Woods Project is another joint effort between the two agencies to improve the health of the Tualatin basin by conducting revegetation activities within the Beaverton Creek basin.

c. Project Overview

Whispering woods is owned by THPRD and is located between SW 185th avenue and SW 197th avenue south of Highway 26 in Hillsboro. The Whispering Woods site is directly adjacent to several long-term and large-scale enhancement projects and consists of roughly 20 acres along approximately 0.5 miles of Beaverton Creek including the confluence with Willow Creek. To improve habitat diversity and water quality in the area, non-native plants will be removed and replaced with native vegetation.

II. Vision, Project Goals and Objectives

a. Vision

Improve the health of the Tualatin River Watershed

b. Project Goals and Objectives

Goal 1-Restore resilient native plant communities by habitat type

- **Objective 1- Increase quantity and diversity of native vegetation**
- **Objective 2- Decrease abundance of nonnative, invasive vegetation**

Goal 2 - Improve wildlife habitat

- **Objective 1- Increase quantity and diversity of native vegetation**
- **Objective 2- Decrease abundance of nonnative, invasive vegetation**

Goal 3 - Improve floodplain roughness and complexity

- **Objective 1- Increase quantity and diversity of native vegetation**
- **Objective 2- Decrease abundance of nonnative, invasive vegetation**

Goal 4 - Create ecosystem credits for use in CWS' regulatory compliance strategy

- **Objective 1- Increase native canopy cover over stream/creeks and in adjacent buffer areas**

III. Reference Sites (if applicable):

a. Site Name(s)

- Fanno Creek – Greenway Park
- Fanno Creek - Englewood
- Beaverton Creek – 153rd to St. Mary's

b. Relevant features/attributes of Reference Site

Site	Feature/Attribute			
	Plant Community Types	Revegetation Strategies	Beaver Management	Hydrology and Hydraulics
Fanno Creek – Greenway Park	X	X	X	X
Fanno Creek - Englewood	X	X	X	X
Beaverton Creek – 153 rd to St. Mary's	X	X	X	X

IV. Ecological Targets, Desired Future Conditions, and Key Ecological Attributes

	Stem Density	Native Aerial Cover	Invasive Species	Composition/ Diversity/ Structure	Native Canopy	Comments/Description
Criteria	See Appendix A (in part, defined by reference sites)					
Target/DFC: Scrub Shrub Wetland (SSW)						
Current	Poor	Poor	Poor	Poor	Poor	Mostly reed canary grass with pockets of native vegetation. Care should be taken to minimize habitat disturbance.
Short-term	Good	Good	Fair	Good	Fair	Need adequate site preparation followed by diverse, dense planting densities designed to emulate reference site conditions.
Long-term	Excellent	Excellent	Good	Good	Excellent	Reed canary grass will be an ongoing issue but is controllable with annual maintenance.
Target/DFC: Upland Forest (UP)						
Current	Poor	Poor	Poor	Poor	Poor	Area comprised mostly of Himalayan blackberry with pockets of English ivy and clematis.
Short-term	Good	Good	Good	Good	Fair	Need adequate site preparation and high planting densities.
Long-term	Excellent	Excellent	Excellent	Excellent	Excellent	Dense, diverse native dominated plant community
Target/DFC: Riparian Forest (RF)						
Current	Good	Good	Good	Good	Excellent	Relatively intact area with non-native plant species issues. Care should be taken to minimize extensive disturbance of existing plant community.

Short-term	Excellent	Excellent	Excellent	Excellent	Excellent	Management will focus on invasive species control and understory enhancement. Hand-work should be done as much as possible to leave native vegetation for cover while removing non-native plants. Try to control non-native plant species in January through March period.
Long-term	Excellent	Excellent	Excellent	Excellent	Excellent	

V. Project Actions, Schedule and Stewardship Plan:

	Years (2016-2036)																				
	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36
SP-Cut	X	X																			
SP-Spray	X	X																			
SP-Seeding		X	X																		
Planting			X																		
Interplanting				X	X	X	X	X	X												
M-Seeding			X	X																	
M-Spray			X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
M-Cut			X	X	X	X	X														
Baseline Monitoring																					
Qualitative Veg Monitoring	X	X	X	X	X	X	X	X	X		X		X		X		X		X		X
Quantitative Veg Monitoring			X		X		X		X		X		X		X					X	
DEQ Reporting				X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
THPRD Reporting				X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

SP= Site Preparation

M=Maintenance

VI. 20 Year Financing Plan and Expenses:

The 20 year financing plan and expenses is an estimate of project costs and is intended as a long term budgeting tool. For revegetation treatments, annual scopes will be developed and agreed to by both parties prior to treatment implementation.

Expense (20 acres owned by THPRD)	Estimated Cost	CWS	THPRD
Monitoring	\$10,000	\$10,000	\$0
Revegetation Treatments (site prep, planting, maintenance, plant material, herbicide)	\$250,000	\$153,000	\$97,000

VII. Project Monitoring and Performance Standards

Target/DFC	Organization	Indicators	Method/Protocol	Timing/Frequency	Performance Standard
Ash Forested Wetland Scrub Shrub Wetland Riparian Forest Emergent Marsh Upland Forest	CWS	Stem Density Native Aerial Cover Prevalence Index Invasive Species Composition/ Structure/Diversity Native Canopy	CWS' Vegetation Monitoring Protocol and Performance Standards	Appendix B	Appendix A

Appendix A: Ecological Criteria/Performance Standards for Habitat Types by Project Phase

Criteria for Transition from Implementation to Establishment

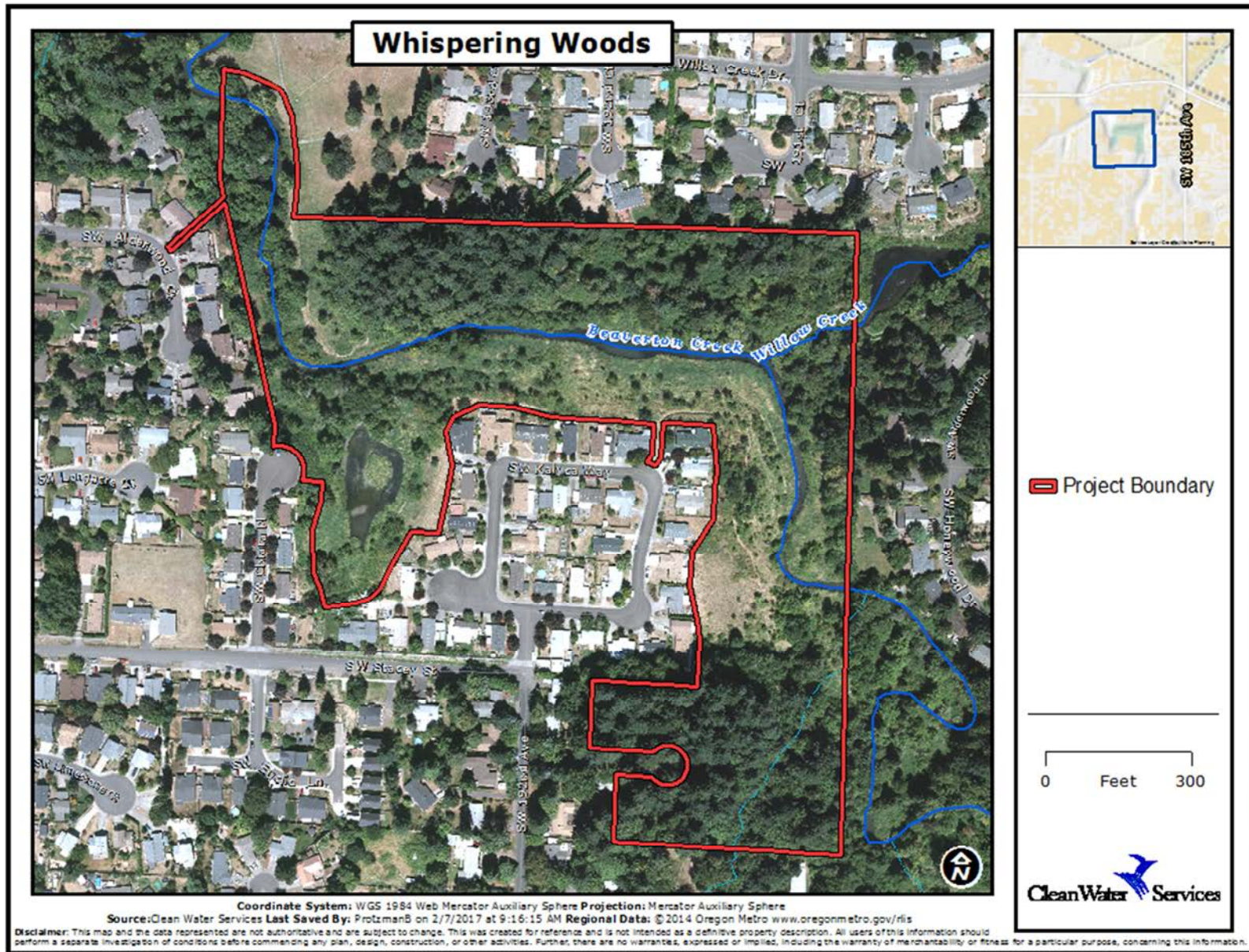
Plant Community Type	Initial Stems/Acre	Target Stems/Acre	Native Aerial Cover (%)	Prevalence Index
Emergent Wetland	NA	NA	≥ 60 herbaceous	<3.0
Scrub-Shrub Wetland	2600	≥ 1600	≥ 60 woody	<3.0
Forested Wetland	2600	≥ 1600	≥ 60 woody	<3.0
Riparian Forest	2600	≥1600	≥ 60 woody	NA
Upland Forest	2300	≥ 1400	≥ 60 woody	NA
Oak Woodland	NA	NA	≥ 60 woody	NA
Oak Savanna	NA	NA	NA	NA
Wet Prairie	NA	NA	≥ 60 herbaceous	<3.0

Criteria for Transition from Establishment to Stewardship

Plant Community Type	Invasive Species (%)	Composition/ Diversity /Structure (# native sp.)	Canopy	Native Aerial Cover (%)
Emergent Wetland	≤ 20	≥ 5 herbaceous	NA	≥ 90 herbaceous
Scrub-Shrub Wetland	≤ 20	≥ 5 shrubs ≥ 3 herbaceous	≥85 %	NA
Forested Wetland	≤ 20	≥ 5 shrubs ≥ 3 trees ≥ 3 herbaceous	≥85 %	NA
Riparian Forest	≤ 20	≥ 5 shrubs ≥ 3 trees ≥ 5 herbaceous	≥85 %	NA
Upland Forest	≤ 20	≥ 5 shrubs ≥ 3 trees ≥ 5 herbaceous	≥85 %	NA
Oak Woodland	≤ 20	≥ 5 shrubs ≥ 1 trees ≥ 3 herbaceous	≥85 %	NA
Oak Savanna	≤ 20	≥ 1 trees ≥ 5 herbaceous	NA	≥ 80 herbaceous
Wet Prairie	≤ 20	≥ 5 herbaceous	NA	≥ 80 herbaceous

Appendix B: Project Phase and Monitoring Frequency

Project Phase	Monitoring Type	Time to Initiate	Frequency
Implementation	Baseline <ul style="list-style-type: none"> • Quantitative • Qualitative-photo points only • Shade 	Prior to Site Prep	Once
Implementation/ Establishment	Quantitative	First growing season	Biennial - TMP and Non-TMP projects (odd years until Stewardship) Annual - Mitigation projects (until permit release, then biennial until Stewardship)
Implementation/ Establishment	Qualitative	First growing season	Annual
Implementation/ Establishment/ Stewardship	Shade	Sixth growing season	Quinquennial
Stewardship	Qualitative	At start of Stewardship	Biennial
Stewardship	Quantitative	Fifth season under Stewardship	Quinquennial (starting at 5 th year)



Attachment A

INTERGOVERNMENTAL AGREEMENT
WHISPERING WOODS PROJECT
VEGETATED CORRIDOR MITIGATION PLANTING
ECOLOGICAL ENHANCEMENT AND STEWARDSHIP ACTIVITIES

CLEAN WATER SERVICES AND
TUALATIN HILLS PARK AND RECREATION DISTRICT

This Agreement (Agreement), dated June 12, 2018, is between **CLEAN WATER SERVICES** (District) and **TUALATIN HILLS PARK AND RECREATION DISTRICT** (THPRD).

RECITALS

1. ORS 190.003 - 190.110 provides for intergovernmental cooperation and authorizes local governments such as District and THPRD to delegate to each other authority to facilitate and enhance the performance of their respective functions.
2. District and THPRD collaborate on projects designed to enhance riparian, wetland, and floodplain ecological functions and values, improve wildlife habitat, monitor stream conditions, pretreat stormwater, and allow for sanitary sewer service all in an effort to improve water quality in the Tualatin Basin.
3. District collects “Payment to Provide” (PTP) funds for development projects resulting in Vegetated Corridor impacts. The funds are collected in lieu of a developer providing Vegetated Corridor mitigation. District uses the PTP funds to establish Vegetated Corridor mitigation.
4. District and THPRD have agreed to work cooperatively to facilitate ecological enhancement on property owned by THPRD and described in Exhibit A (Property). District will use PTP funds to enhance a portion of the Property. THPRD will provide District with an easement over the Property and use THPRD funds to restore a portion of the Property.

NOW, THEREFORE, District and THPRD agree as follows:

A. DESCRIPTION

1. The Property covers approximately 20 acres between SW 185th Avenue and SW 197th Avenue in Washington County. The Whispering Woods Project consists of removing non-native plants and replacing them with native vegetation to improve habitat diversity and water quality in the area (Project). The Project complements other habitat restoration work that has occurred upstream and downstream of the Property.

2. The Property, Enhancement, PTP and THPRD areas described below are identified on Exhibit B:
 - A. PTP Area – An area consisting of approximately 1 acre that District proposes to enhance using PTP funds.
 - B. THPRD Area – THPRD-funded Vegetated Corridor mitigation area consisting of approximately 1.8 acres eligible for advanced mitigation credit described in Exhibit C.
Enhancement Area- An area consisting of approximately 16 acres of wetland and vegetated corridor that will be enhanced using THPRD funds, and is eligible for enrollment in the Shade Credit Program.
3. District's Project Manager is John Goetz III and THPRD's Project Manager is Greg Creager.

B. DISTRICT OBLIGATIONS

District shall:

1. Obtain all necessary permits.
2. Secure all Project supplies.
3. Hire and manage revegetation contractors to remove invasive plants and install and establish native plant material(s) throughout the Project.
4. Coordinate with THPRD's Project Manager.
5. Submit not later than September 15th following the close of each fiscal year 2018, 2019 and 2020 an invoice setting out with reasonable specificity costs incurred by District in the affected fiscal year which THPRD is to pay District relative to District's revegetation efforts in that fiscal year.
6. Use PTP funds to enhance up to 1 acre of the PTP Area in an amount not to exceed \$12,000. District will be responsible for meeting the success criteria for Vegetated Corridor depicted in the Design and Construction Standards, Resolution and Order (R&O) 17-05 for the PTP and THPRD Areas.

C. THPRD OBLIGATIONS

THPRD shall:

1. Grant District an Easement for Water Quality Preservation and Storm and Surface Water Drainage over the Property substantially in the form attached as Exhibit D.
2. Provide timely review and comments to District on Project-related requests.

3. Pay District to restore the THPRD Area in an amount not to exceed \$97,000.
4. THPRD shall pay District within 30 days of receipt and approval of District's invoices.
5. Be responsible for and provide public outreach in the form of meetings, signage, and mailings.
6. Coordinate with District's Project Manager.

D. GENERAL TERMS

1. Laws and Regulations. District and THPRD agree to abide by all applicable laws and regulations.
2. Term of this Agreement. This Agreement is effective from the date on page one and remains in effect until the respective obligations of THPRD and District have been performed or this Agreement is terminated as provided in Section D5. of this Agreement.
3. Indemnification. Within the limits of the Oregon Tort Claims Act each of the parties shall indemnify and defend the other and their officers, employees and agents (collectively (as appropriate either THPRD or District) from and against all claims, demands, penalties, and causes of action of any kind or character relating to or arising from this Agreement (including the cost of defense thereof, including attorney fees) in favor of any person on account of personal injury, death, damage to property, or violation of law, which arises out of, or results from, the negligent or other legally culpable acts or omissions of the indemnitor, its employees, agents, contractors or representatives.
4. Integration. This document constitutes the entire agreement between THPRD and District on the subject matter hereof and supersedes all prior or contemporaneous written or oral understandings, representations or communications of every kind on the matter. No waiver by a party of any right under this Agreement shall prejudice the waiving party's exercise of the right in the future.
5. Termination. This Agreement may be terminated immediately by mutual written agreement of the parties with the termination taking effect 30 days from the written agreement to terminate.
6. Resolution of Disputes. If any dispute arises out of this Agreement and cannot be resolved by the respective Project Managers, THPRD's General Manager and District's General Manager will attempt to resolve the issue. If THPRD's General Manager and District's General Manager are not able to resolve the dispute, the parties will submit the matter to mediation, each party paying its own costs, including attorneys' fees, and sharing equally in common costs. If any dispute is not resolved by mediation, the parties agree to try the matter to the court without a jury in a court with competent jurisdiction in Washington County consistent with the provisions of Section 10 below.

7. Interpretation of Agreement.

- A. This Agreement is not to be construed for or against any party by reason of the authorship or alleged authorship of any provision.
- B. The paragraph headings contained in this Agreement are for ease of reference only and shall not be used in construing or interpreting this Agreement.

8. Severability/Survival. If any of the provisions contained in this Agreement are held illegal, invalid or unenforceable, the enforceability of the remaining provisions shall not be impaired. All provisions concerning the limitation of liability, indemnity and conflicts of interest shall survive the termination of this Agreement for any cause.

9. Approval Required. This Agreement and all amendments, modifications or waivers of any portion thereof shall not be effective until approved by 1) District's General Manager or the General Manager's designee and when required by applicable District's rules, District's Board of Directors and 2) THPRD.

10. Choice of Law/Venue. This Agreement and all rights, obligations and disputes arising out of the Agreement shall be governed by Oregon law. All disputes and litigation arising out of this Agreement shall be before Oregon state courts in Oregon with venue in Washington County, Oregon.

11. No Third Party Rights. District and THPRD are the only parties to this Agreement and the only parties entitled to enforce its terms. There are no intended beneficiaries and no rights granted any third party.

CLEAN WATER SERVICES

TUALATIN HILLS PARK AND RECREATION DISTRICT

By: _____
General Manager or Designee

By: _____

Title: _____

Date: _____

Date: _____

APPROVED AS TO FORM

APPROVED AS TO FORM

District Counsel

THPRD Counsel

EXHIBIT A
LEGAL DESCRIPTIONS FOR THE
FOLLOWING TAX LOTS:

1S201DB08800:

LOT B, CHANTAL VILLAGE NO. 2, IN THE COUNTY OF WASHINGTON AND
STATE OF OREGON

1S201DB00400:

LOTS 9 AND 12, JOHNSON ESTATE ADDITION TO BEAVERTON-REEDVILLE
ACREAGE, IN THE COUNTY OF WASHINGTON AND STATE OF OREGON

1S201DB00300

Same as 400

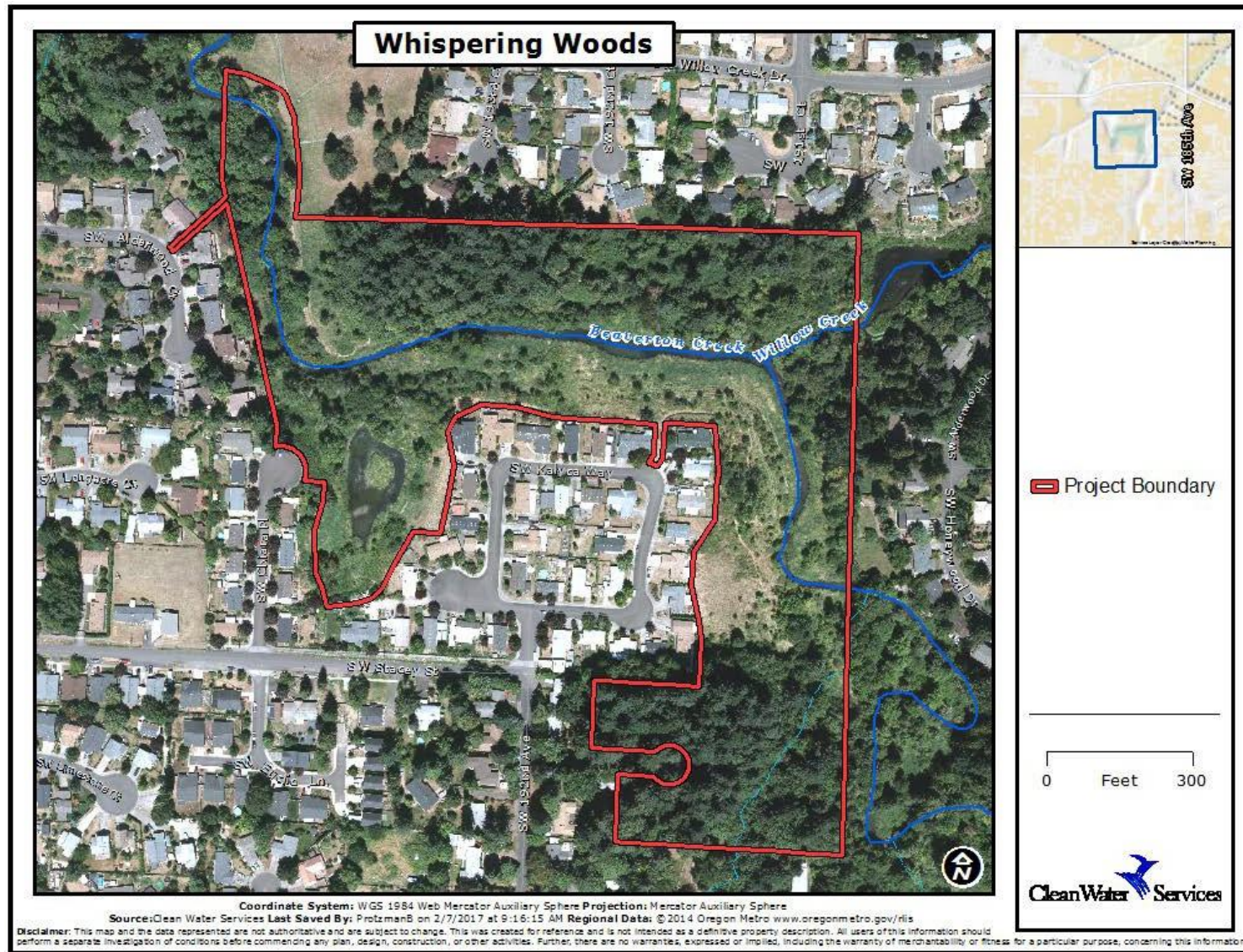
1S201DB01000

LOT A, ARLEDA PARK, IN THE COUNTY OF WASHINGTON AND STATE OF
OREGON

1S201DB03800

LOT 19, JOHNSON ESTATE ADDITION TO BEAVERTON-REEDVILLE
ACREAGE, IN THE COUNTY OF WASHINGTON AND STATE OF OREGON

EXHIBIT B





CWS File Number 17-002634

Service Provider Letter

17-002634

This form and the attached conditions will serve as your Service Provider Letter in accordance with Clean Water Services Design and Construction Standards (R&O 17-5).

Jurisdiction: Washington County **Review Type:** No Impact

Site Address / Location: Beaverton, OR 97006 **SPL Issue Date:** August 14, 2017

SPL Expiration Date: August 14, 2019

Applicant Information:

Name _____

Company TUALATIN HILLS PARK & RECREATION DISTRICT

Address BEAVERTON OR 97006
15707 SW WALKER RD

Phone/Fax (503) 629-6300

E-mail: _____

Owner Information:

Name _____

Company TUALATIN HILLS PARK & RECREATION DISTRICT

Address BEAVERTON OR 97006
15707 SW WALKER RD

Phone/Fax (503) 629-6300

E-mail: _____

Tax lot ID

1S201DB00300, 00400, 01000, 03800,08800

Development Activity

Enhancement/ Restoration Project

Pre-Development Site Conditions:

Sensitive Area Present: On-Site Off-Site

Vegetated Corridor Width: Variable

Vegetated Corridor Condition: _____

Post Development Site Conditions:

Sensitive Area Present: On-Site Off-Site

Vegetated Corridor Width: Variable

Enhancement of Remaining Vegetated Corridor Required:

Square Footage of Sensitive Area/ Wetland and Vegetated Corridor to be enhanced: 718,740

Encroachments into Pre-Development Vegetated Corridor:

Type and location of Encroachment:	Square Footage:
<u>None</u>	<u>0</u>
_____	_____
_____	_____

Mitigation Requirements:

Type/Location	Sq. Ft./Ratio/Cost
<u>THPRD Advanced Mitigation (See Attachment 4 for updated Spreadsheet)</u>	<u>78,408</u>
<u>PTP Mitigation</u>	<u>43,560</u>
_____	_____

Conditions Attached Development Figures Attached (2) Planting Plan Attached Geotech Report Required


This Service Provider Letter does NOT eliminate the need to evaluate and protect water quality sensitive areas if they are subsequently discovered on your property.

In order to comply with Clean Water Services water quality protection requirements the project must comply with the following conditions:

1. No structures, development, construction activities, gardens, lawns, application of chemicals, uncontained areas of hazardous materials as defined by Oregon Department of Environmental Quality, pet wastes, dumping of materials of any kind, or other activities shall be permitted within the sensitive area or Vegetated Corridor which may negatively impact water quality, except those allowed in R&O 17-5, Chapter 3.
2. **Prior to any site clearing, grading or construction the Vegetated Corridor and water quality sensitive areas shall be surveyed, staked, and temporarily fenced per approved plan. During construction the Vegetated Corridor shall remain fenced and undisturbed except as allowed by R&O 17-5, Section 3.06.1 and per approved plans.**
3. **Prior to any activity within the sensitive area, the applicant shall gain authorization for the project from the Oregon Department of State Lands (DSL) and US Army Corps of Engineers (USACE). The applicant shall provide Clean Water Services or its designee (appropriate city) with copies of all DSL and USACE project authorization permits.**
4. An approved Oregon Department of Forestry Notification is required for one or more trees harvested for sale, trade, or barter, on any non-federal lands within the State of Oregon.
5. **Appropriate Best Management Practices (BMP's) for Erosion Control, in accordance with Clean Water Services' Erosion Prevention and Sediment Control Planning and Design Manual, shall be used prior to, during, and following earth disturbing activities.**
6. Prior to construction, a Stormwater Connection Permit from Clean Water Services or its designee is required pursuant to Ordinance 27, Section 4.B.
7. Activities located within the 100-year floodplain shall comply with R&O 17-5, Section 5.10.
8. Removal of native, woody vegetation shall be limited to the greatest extent practicable.
9. **Should final plans differ significantly from those submitted for review by Clean Water Services, the applicant shall provide updated drawings, and if necessary, obtain a revised Service Provider Letter.**
10. The Vegetated Corridor width for sensitive areas within the project site shall be a minimum of 50 feet wide, as measured horizontally from the delineated boundary of the sensitive area.
11. **Maintenance and monitoring requirements shall comply with R&O 17-5, Section 2.12.2. If at any time during the warranty period the landscaping falls below the 80% survival level, the owner shall reinstall all deficient planting at the next appropriate planting opportunity and the two year maintenance period shall begin again from the date of replanting.**
12. **Performance assurances for the Vegetated Corridor shall comply with R&O 17-5, Section 2.07.2.**
13. **Clean Water Services will require an easement over the Sensitive Area and Vegetated Corridor conveying storm and surface water management to Clean Water Services that would prevent the owner of the Vegetated Corridor from activities and uses inconsistent with the purpose of the corridor and any easements therein.**

This Service Provider Letter is not valid unless CWS-approved site plan is attached.

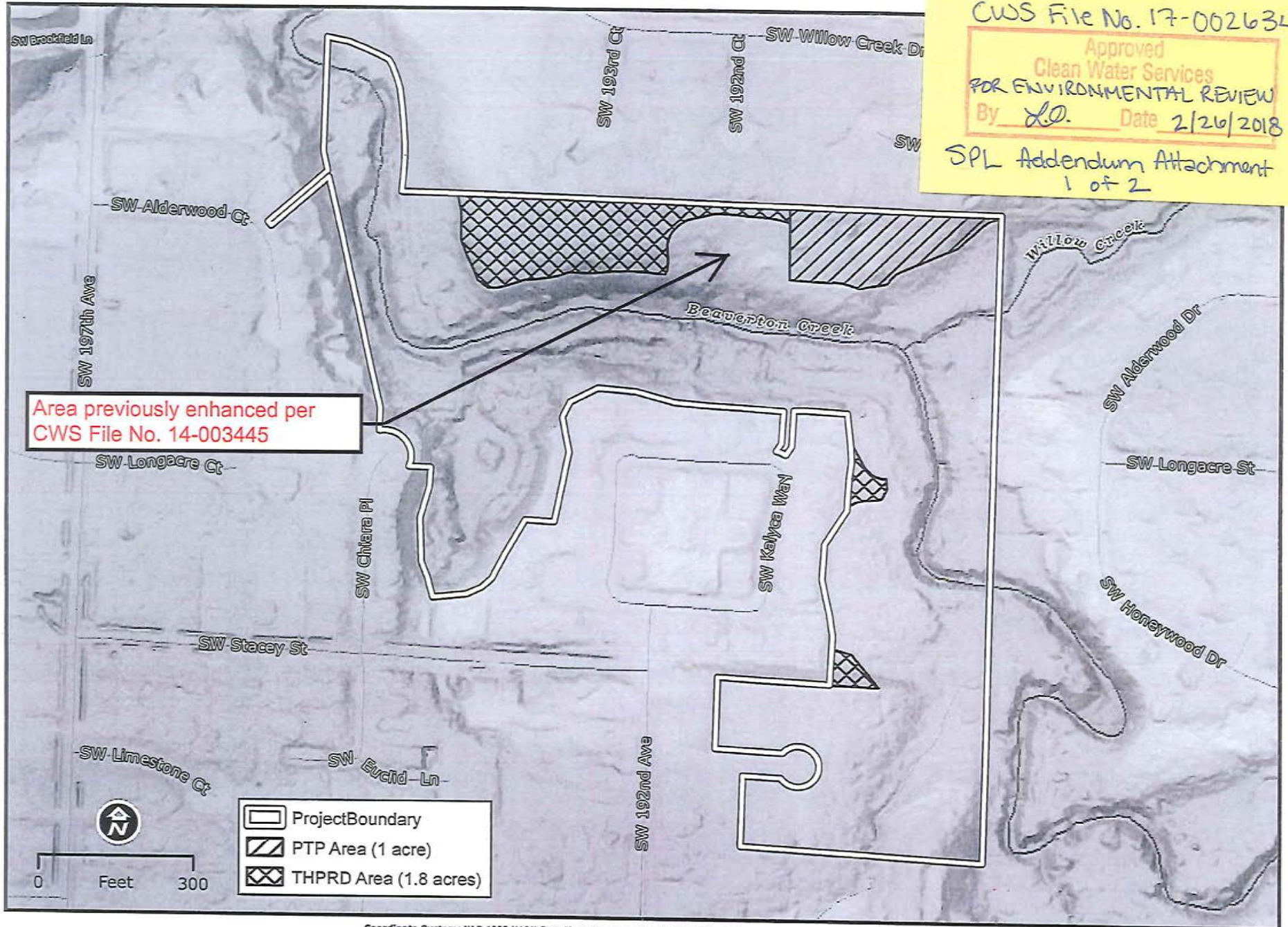
Please call (503) 681-3653 with any questions.



**Amber Wierck
Environmental Plan Review**

Attachments (2)

CWS File No. 17-002634
 Approved
 Clean Water Services
 FOR ENVIRONMENTAL REVIEW
 By L.O. Date 2/26/2018
 SPL Addendum Attachment
 1 of 2



Area previously enhanced per
 CWS File No. 14-003445

- Project Boundary
- PTP Area (1 acre)
- THPRD Area (1.8 acres)

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl Projection: Lambert Conformal Conic
 Source: Clean Water Services Last Saved By: protzmanb on 2/12/2018 at 1:56:18 PM Regional Data: ©2014 Oregon Metro www.oregonmetro.gov/rlls
 Disclaimer: This map and the data represented are not authoritative and are subject to change. This was created for reference and is not intended as a definitive property description. All users of this information should perform a separate investigation of conditions before commencing any plan, design, construction, or other activities. Further, there are no warranties, expressed or implied, including the warranty of merchantability or fitness for a particular purpose, concerning this information.

Exhibit C

To fill out form: Double click on the chart. This will bring up the excel spreadsheet. All you need to do is fill out the applicable information in the chart for all new projects proposing to use the available enhancement credit. The spreadsheet will automatically update all appropriate fields. PLEASE DO NOT TAMPER WITH THE CELL EQUATIONS!

CIP ENHANCEMENT/MITIGATION CREDIT									
THPRD WHISPERING WOODS 1S201DB08800									
BEGINNING CREDIT BALANCE (For File # 17-002634)				78,408					
ACTIVITY	PROJECT NAME	FILE NUMBER	ENHANCEMENT FOR MITIGATION CREDIT USED (sf)	MITIGATION CREDIT					
NEW PROJECT			0	0					
NEW PROJECT									
NEW PROJECT									
NEW PROJECT									
NEW PROJECT									
NEW PROJECT									
NEW PROJECT									
NEW PROJECT									
AVAILABLE CREDIT (RUNNING TOTAL OF AVAILABLE - USED) for File #17-002634				78,408					
NOTES									
1. Simply fill out the applicable columns for each "New Project" row. The table has already been formulated to do the calculations.									
2. Available enhancement credit cannot be used to fulfill mitigation requirements unless authorized by Environmental Review staff.									

CWS File No. 17-002634
 Approved
 Clean Water Services
 FOR ENVIRONMENTAL REVIEW
 By MD Date 2/26/2018

SPL Addendum Attachment
 2 of 2

EXHIBIT D

RETURN TO: Clean Water Services
Mail Stop 10
2550 SW Hillsboro Highway
Hillsboro, OR 97123

Acres: 21.01
Project: Whispering Woods 6529-6476
Tax Lot No.: 1S201DB08800, 1S201DB00400,
1S201DB00300, 1S201DB01000, 1S201DB03800

EASEMENT IN GROSS FOR WATER QUALITY PRESERVATION AND STORM AND SURFACE WATER DRAINAGE

GRANTOR'S NAME: Tualatin Hills Park and Recreation District, an Oregon Park and recreation district duly organized and existing pursuant to ORS Chapter 266

ADDRESS: 15707 SW Walker Road, Beaverton, OR 97006

GRANTOR, owner of the property described herein, has the authority and does hereby grant unto Clean Water Services (GRANTEE) a non-exclusive perpetual easement in gross to use the real property described in Exhibit A (Easement Area) for water quality preservation and storm and surface water drainage. This easement includes the right to construct and perpetually maintain storm and surface water drainage and water quality facilities (including vegetation) through, under, and along the Easement Area. This easement includes the right to access the above described easement over and across the land of the GRANTOR for the purpose of maintenance of the easement and facilities therein. This easement shall run with the land and shall be binding upon and shall inure to the benefit of the parties hereto, their heirs, successors and assigns. GRANTEE shall not have any responsibility for pre-existing environmental contamination or for environmental contamination caused by GRANTOR or any third party of the Easement Area.

Any temporary easement granted hereby is automatically extinguished upon acceptance of the completed public facilities in the adjacent permanent easement.

The consideration for this grant is **nonmonetary**.

GRANTEE shall have ownership of ecological credits (e.g. Shade Credits) created on the Property as a result of GRANTEE's ecological enhancement activities but none of the ecological credits resulting from activities paid for by GRANTOR unless GRANTEE and GRANTOR otherwise separately agree in writing to such ownership.

Additional terms and conditions set forth below are hereby agreed to and binding upon the parties to this easement:

1. No structure shall be erected on the Easement Area without GRANTEE'S prior written consent.
2. Prior to commencing any enhancement activities GRANTEE shall: 1) prepare an ecological enhancement plan (Plan) setting forth GRANTEE's proposed enhancement activities; and 2) obtain GRANTOR's prior written approval of the Plan. When GRANTEE's proposed enhancement activities might affect stream flow, the Plan shall include a hydraulic analysis estimating the hydraulic impact of the proposed enhancement activities. The Plan shall include a written 20-year stewardship plan, a description of funding sources for the enhancement activities and any transaction that may result in the transfer of mitigation obligations or ecological credits beyond the regulatory requirements of GRANTEE. The Plan may be amended from time to time as agreed by both GRANTOR and GRANTEE.
3. One purpose of this easement is to preserve water quality by maintaining native vegetation and habitat conditions within the Easement Area. GRANTOR agrees that any vegetation planted by GRANTEE within the Easement Area shall not be removed, destroyed, mowed, altered or sprayed with biocides. GRANTOR may make additional plantings of Oregon native species within the Easement Area and may prune planted vegetation with approval of GRANTEE.
4. GRANTOR agrees that it will not engage in nor allow persons under its control to fill, excavate or dredge in the Easement Area; GRANTOR further agrees that it will not engage in nor allow persons under its control to remove topsoil, sand, gravel, rock, minerals or other materials, nor engage in or allow others to dump ashes, trash, garbage, or any other material, nor change the grade or topography of the Easement Area in any manner unless authorized by GRANTEE.
5. GRANTOR agrees it will not engage in nor allow others under its control to dam, dredge or engage in other activities that could be detrimental to water quality within the Easement Area. GRANTEE shall have the right to remove any barrier to natural creek flow within the Easement Area that it reasonably believes may cause flooding of structures subject to the terms of necessary federal, state and local permits. GRANTOR agrees that any other activities within the Easement Area which, in the reasonable opinion of the GRANTEE are inconsistent with preserving the natural condition of the Easement Area are prohibited and may be subject to enforcement action.
6. GRANTEE may take such action as it deems appropriate to enforce the terms of this easement. Enforcement shall include abatement of any prohibited condition or activity within the Easement Area by all means provided under Clean Water Services' Ordinances and Resolution and Orders, and federal and state laws.
7. GRANTEE, its employees, agents and contractors shall confine construction operations to the Easement Area or make arrangements with GRANTOR if additional area(s) or access is required.

8. During the time that work is in progress, GRANTEE its employees, agents and contractors shall make every effort to maintain the site in a neat and orderly condition. All refuse, excess fill material, etc., shall be removed as soon as practicable. Should the site not be maintained in satisfactory condition, GRANTEE may cause the work to stop until the cleanup portion of the work has been completed to the satisfaction of GRANTOR and GRANTEE.

ACCEPTED

By: __General Manager or Designee
Clean Water Services

APPROVED AS TO FORM

District Counsel

TUALATIN HILLS PARK AND RECREATION DISTRICT

By: _____
(Sign here for entity)

Title: _____

Date: _____

STATE OF _____)
County of _____)

This instrument was acknowledged before me on _____ (date)
by _____ (name of person) as
_____ (title) of Tualatin Hills Park and Recreation District.

Notary Public



[7E]

MEMO

DATE: May 25, 2018
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities
RE: **Cedar Hills Park District-Purchased Materials**

Introduction

Staff is seeking board of directors' approval of the district-purchased materials for the Cedar Hills Park Redevelopment project, and authorization to execute the contracts for the estimated amount of \$1,084,374.

Background

On May 8, 2018, the board of directors awarded the contract for the Cedar Hills Park Redevelopment to Goodfellow Brothers, Inc. as the general contractor for the amount of \$7,425,000. At that time, staff noted that the estimated cost of the district's provided items equaled \$1,289,461. This amount included large (over \$150,000) district purchases of \$1,084,374 and several incidental district purchases, including play equipment, play area and bocce court synthetic surfacing, sports equipment, concession equipment and district-provided signage, which equaled \$205,087. The total project cost, including the construction contract, district-provided items, construction reimbursement to the Beaverton School District (BSD) for public and private street improvements per our IGA, tree removals, project soft costs, and project contingency, presented to the board was \$12,648,804.

During the bidding process, staff investigated opportunities to reduce the overall construction cost of the project. The most viable choice was for the district to directly purchase materials for the contractor or supplier to install, or for the district to self-install. In this case, the district will self-install some of the incidental sports and concession equipment. For the district-purchased materials to be installed by the contractor or supplier, staff focused on large expense materials supplied by companies with solid reputations in manufacturing and delivery. These materials purchases included play area and bocce court surfacing, and play equipment, which will be installed by the contractor; and, athletic field lighting and the synthetic turf system, which will be installed by the suppliers. Direct-purchasing with contractor, supplier or district installation will allow the district to save costs, dictate the timing of procurement and work closely with the general contractor's schedule for a more successful project overall.

Under the district public contracting policy contained in District Compiled Policy, Chapter 5 (DCP5) the district-purchased items of less than \$150,000 do not require board authorization and are not included in this request. The items costing more than \$150,000 that require the board of directors' approval are: The athletic field lighting, supplied and installed by Musco Lighting for \$400,000; and, the athletic field synthetic turf system which includes the synthetic turf, supplied and installed by FieldTurf for \$498,216, and the turf infill, supplied by Sustainable Performance Solutions and installed by FieldTurf for \$186,158. The procurement process used for the field lighting was through public cooperative purchasing agreements, and the

procurement of the synthetic turf was done through the district’s sole source agreement with FieldTurf. The procurement process for the turf infill material was through a competitive quoting process completed by staff in May 2018.

Proposal Request

Staff is seeking board of directors’ approval of the district-purchased materials detailed below for the Cedar Hills Park Redevelopment project, and authorization for the general manager or his designee to execute the contracts with the individual supply companies.

Cedar Hills Park District Purchased Materials

Company	Product	Amount	Procurement Method
Musco Lighting	Field lighting system	\$400,000	National Joint Powers Alliance cooperative purchasing agreement (NJPA)
FieldTurf	Synthetic turf	\$498,216	Five-year sole source agreement
Sustainable Performance Solutions	Synthetic turf infill	\$186,158	Competitive quote selection process
Large expense materials total:		\$1,084,374	

Benefits of Proposal

Approval of the district-purchased materials will allow the district to successfully procure high quality materials for the completion of the Cedar Hills Park Redevelopment. Procuring these items in this manner ensures timely delivery of materials at the lowest cost to the district.

Potential Downside of Proposal

There is no apparent downside to this proposal.

Action Requested

Board of directors’ approval of the following items:

1. Approval of the district-purchased materials for the estimated amounts shown, which total \$1,084,374; and
2. Authorization for the general manager or his designee to execute the contracts.



MEMO

DATE: June 6, 2018
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Resolution Authorizing Outdoor Recreation Legacy Partnership Grant Program Application for New Neighborhood Park Development for Bonnie Meadow**

Introduction

Staff is seeking board approval of a resolution authorizing staff to apply to the Oregon Parks and Recreation Department (OPRD) Land and Water Conservation Fund (LWCF) Outdoor Recreation Legacy Partnership (ORLP) grant program for the development of a new neighborhood park in the Bonnie Meadow area.

Background

The ORLP program provides grants in the range from \$250,000 to \$750,000 for outdoor recreational opportunities that are located in areas underserved in terms of park and recreation resources and where there are significant populations of people who are economically disadvantaged. ORLP grants are reimbursement grants and require a 50% match in funding from the local agency. Grant proposals may include land acquisition, park development and/or rehabilitation of existing facilities. Eligible projects include basic outdoor recreation facilities and associated support facilities. Staff has identified the development of a new neighborhood park in the Bonnie Meadow area as a strong grant application project.

Grant assistance is being sought to develop a new 2.5-acre neighborhood park in the Bonnie Meadow area in Aloha. Grant funds will be used to help cover construction costs associated with play areas, picnic pavilion, community garden, multi-use sport courts, pathways, site furnishings and other associated amenities. Construction would take place during the summer of 2020.

Total estimated cost for this project is \$1,486,564, which includes anticipated construction costs and a 15% contingency. Staff recommends submitting a grant application for \$743,282, which is 50% of the total estimated project cost. The ORLP grant amount of \$743,282 will be initially funded from the FY 2019-20 General Fund. This amount would be reimbursed at the completion of the project. The district's financial responsibility is estimated at \$743,282, which is 50% of the total estimated project cost. The district's matching amount of \$743,282 will be provided from the FY 2019-20 SDC Fund.

The attached resolution has been reviewed and approved by district legal counsel.

Proposal Request

Staff is seeking board approval of a resolution authorizing staff to apply to the OPRD LWCF ORLP grant program for the development of a new neighborhood park in the Bonnie Meadow area.

Benefits of Proposal

With a successful grant application, the district will receive funds to help offset construction costs associated with the project, allowing the district to use this cost savings of approximately \$743,282 toward other system development charge capital projects.

Potential Downside of Proposal

There is no foreseeable downside to the proposal.

Action Requested

Staff is seeking approval from the board of Resolution No. 2018-10 authorizing staff to apply to the Oregon Parks and Recreation Department (OPRD) Land and Water Conservation Fund (LWCF) Outdoor Recreation Legacy Partnership (ORLP) grant for the development of a new neighborhood park in the Bonnie Meadow area.

RESOLUTION NO. 2018-10

**A RESOLUTION AUTHORIZING AN
APPLICATION TO THE OREGON PARKS AND RECREATION DEPARTMENT
OUTDOOR RECREATION LEGACY PARTNERSHIP PROGRAM FOR A GRANT FOR
NEW NEIGHBORHOOD PARK DEVELOPMENT IN THE BONNIE MEADOW AREA**

WHEREAS, grant funds are available through the Oregon Parks and Recreation Department (OPRD) Land and Water Conservation Fund (LWCF) Outdoor Recreation Legacy Partnership (ORLP) grant program for outdoor recreation projects, including the development of new facilities; and

WHEREAS, the Tualatin Hills Park & Recreation District (THPRD) is a special service district that is eligible to receive said grant funds; and

WHEREAS, THPRD has identified as high priority in its Grant Strategy Work Plan the development of a new neighborhood park in the Bonnie Meadow area; and

WHEREAS, THPRD has available local matching funds to fulfill its share of obligation related to this grant application should the grant funds be awarded; and

WHEREAS, THPRD will provide adequate funding for on-going operation and maintenance of this park and recreation facility should the grant funds be awarded; and

WHEREAS, the THPRD Board of Directors desires to authorize staff to apply for a grant to develop a new neighborhood park in the Bonnie Meadow area.

THE TUALATIN HILLS PARK & RECREATION DISTRICT resolves:

Section 1: The Board of Directors demonstrates its support for and authorizes staff to submit a grant application to the Oregon Parks and Recreation Department for new neighborhood park development in the Bonnie Meadow area.

Section 2: This resolution shall be effective following its adoption by the Board of Directors.

Approved by the Tualatin Hills Park & Recreation District Board of Directors on the 12th day of June 2018.

Ali Kavianian, President

Felicitia Montebianco, Secretary

ATTEST:

Jessica Collins, Recording Secretary



MEMO

DATE: June 5, 2018
TO: The Board of Directors
FROM: Doug Menke, General Manager
RE: **Resolution Appointing Audit Committee Member**

Introduction

Staff requests board of directors' appointment of one audit committee member.

Background

The district audit committee was authorized by Resolution 2008-04 at the April 7, 2008 board of directors meeting and consists of three members of the public. The primary responsibilities of the audit committee include periodically forming a recommendation regarding the selection of the park district's independent auditors, review of the annual audit plan, monitoring progress and compliance, participating in an audit exit conference, presentation of the audit report to the board of directors, and post audit follow-up.

Membership for the committee is drawn from the board of directors (currently filled by Holly Thompson), the district's budget committee (currently filled by Shannon Kennedy), and the general public (formerly filled by Kathleen Leader).

There is one open position on the committee due to the expiration of the general public member's term. Audit committee positions are two-year terms.

Notice of the vacancy was published and applications to serve on the committee were accepted from May 4-30. One application was received (attached).

Proposal Request

Staff requests board of directors' appointment of Suzanne Linneen to the district's audit committee, per the attached resolution, for a term of two years, expiring June 30, 2020.

Action Requested

Board of directors' approval of Resolution No. 2018-11, Appointing Audit Committee Member.

RESOLUTION 2018-11
TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

**A RESOLUTION APPOINTING
AUDIT COMMITTEE MEMBER**

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

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

WHEREAS, the selected committee member has demonstrated their interest and knowledge in the committee's area of responsibility. Now, therefore

THE TUALATIN HILLS PARK & RECREATION DISTRICT RESOLVES AS FOLLOWS:

The Board of Directors approves the appointment of Suzanne Linneen to the Audit Committee.

Duly passed by the Board of Directors of the Tualatin Hills Park & Recreation District this 12th day of June 2018.

Ali Kavianian, President

Felicita Monteblanco, Secretary

ATTEST:

Jessica Collins
Recording Secretary

Audit Committee Application

First/Last Name: Suzanne Linneen (Massar) Today's Date (mm/dd/yy): 05/30/18
Address: _____ City: Portland Zip: 97229
Home Phone: _____ Work Phone: _____ Cell Phone: _____
Email: _____

Please answer the following questions.

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

I established the City's Audit Committee many years ago. I am always interested in helping where I can add value and I believe this is a place where I can add value to the District.

2. What is THPRD's most notable asset to you as a user?

Just went to the Nature Center the other day and enjoyed a nice run/walk. I am at many of the fields due to sports for my kids and I also really like the main center on 58th. I like to get some tennis in when time allows and courts are open.

3. Have you served on other (including THPRD) boards or volunteer committees? If so, please list your involvement.

I have served on the Investment Committee for Metro. I am also currently on the Finance and Taxation Policy group for the LOC. I have sat on various committees for the OGFOA but not recently.

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

I am currently the Finance Director for the City of Hillsboro. Prior to that I worked for Deloitte and Touche and I am a CPA. I have been the Finance Director since 2009 and with the City since 1995.

5. Do you live within the boundaries of the Tualatin Hills Park & Recreation District? Yes No

6. If you are not selected for the committee, would you be interested in other volunteer opportunities with THPRD? Yes No



MEMO

DATE: June 4, 2018
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **General Manager's Report for June 12, 2018**

Family Promise

Staff has been working with Beaverton Family Promise on an innovative approach to providing temporary housing for families without permanent homes in our community. The park district has committed to hosting the families served by Family Promise on 3 to 4 separate weeks throughout the year. The families will be hosted overnight in facilities that are closed to the public for planned maintenance. THPRD is proud to be the first and only park and recreation agency in the nation to partner with a Family Promise local affiliate. Eric Owens, superintendent of Recreation, will provide a brief overview of the partnership and plans for the remainder of the year.

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.

- June 19, 2018 (regular board meeting & board of directors budget adoption)
- July Regular Board Meeting – No Meeting Scheduled
- August 7, 2018
- September Regular Board Meeting – No Meeting Scheduled
- October 9, 2018



MEMO

DATE: June 4, 2018
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Bonnie Meadow Area Neighborhood Park Master Plan**

Introduction

Staff is seeking board of directors' input on the preferred master plan for Bonnie Meadow Area Neighborhood Park (Bonnie Meadow). THPRD hired ESA to provide master planning and design services for the Bonnie Meadow project and has been working with ESA and the community since July 2017. Staff will provide an update to the board on the Bonnie Meadow master plan at the June 12 regular meeting of the board of directors.

Background

The Bonnie Meadow project followed the enhanced public engagement process, similar to Crowell Woods, by reaching out to our diverse community early in the design phase to get input and create a vision for the project before beginning the master plan design. The public input gathered during this engagement process helped shape the preferred master plan for the future neighborhood park.

THPRD hired JLA Public Involvement (JLA) as a specialized consultant in the field of public participation to help guide staff with the initial needs assessment stage of this process. This first stage focused on communication networking and partnerships with the community as a get-the-word-out campaign about the project. This included a project webpage to keep the community informed and solicit additional input.

Staff also reached out to the Beaver Acres Elementary after school program SHINE, Five Oaks Middle School, and Aloha Huber School to promote the project, and personally invited families to join in the initial process. Based on the demographics of the area, the Spanish speaking community was invited to participate to help shape the future project.

The assessment stage convened three community conversation meetings that were held in October/November of 2017 with a total of 31 patrons in attendance. The goal of these meetings was for the participants to discuss what they valued in a neighborhood park and how the new park could achieve these values. There were three common themes that emerged from the community conversations:

- The desire for access to a safe and clean park
- Invite community members of all ages and abilities
- Trees are important to retain & drainage issues need to be resolved

From the themes, a vision statement was developed: "A safe place for people of all ages to play and enjoy nature."

An online survey was developed to generate additional information for the design workshops. The survey generated 76 responses. For more information please refer to the outreach summary report of the community conversations and online survey responses attached as Exhibit C.

Three design workshops were held in December 2017 conducted in English and a fourth in February 2018 conducted in Spanish. The design workshops were attended by 53 patrons with the Spanish workshop having the most attendees.

At the beginning of each design workshop, staff shared the information gathered at the previous community conversations, the online survey results and discussed the constraints and opportunities of the site based on the existing site features. The patrons broke into small groups and utilized scaled amenities templates to create their concept plans for the park. The design exercise focused on preferred amenities, best location, as well as the relationships and connectivity of various amenities to each other. Ten concept plans were generated and there were many similarities, especially of the desired amenities. Based on the information from the concept plans and the survey data the top amenities were picnic shelter(s), hybrid play (traditional and nature play), pathways, an open field, community garden, preserved trees and multi-use sport court.

With all the information gathered from the previous stages the design consultant firm, ESA, developed two master plan alternatives for the third stage of the process. Both alternatives include the top amenities, although the size and/or location are slightly different in each alternative.

Staff presented the two master plan alternatives (Exhibits D & E) to the Parks & Facilities Advisory Committee on May 15. Staff and ESA also presented the two master plan alternatives at two neighborhood meetings. An English presentation was on May 23 and a Spanish presentation on May 24, with a total of 22 attendees. Most of the participants were interested in a hybrid approach to the plans and overall preferred Alternative Design 2, but would like a loop path and the two small shelters, similar to Alternative 1. The master plan alternatives were also posted on the project webpage between May 18 through June 1 with a questionnaire in both English and Spanish for patrons unable to attend the meetings.

Staff and ESA evaluated all the information gathered throughout the engagement process and are generating a preferred master plan that is a hybrid of the two master plan alternatives and includes the top amenities desired by the public. Staff will review the preferred master plan with the board of directors at the June 12, 2018 regular board meeting. Staff will also review it with the community at a public open house currently scheduled for June 27. Staff anticipates seeking board approval of a preferred master plan at their regular board meeting on August 7, 2018.

Proposal Request

Staff is seeking board of directors' input on the preferred master plan. A vicinity map (Exhibit A) and aerial map (Exhibit B) of the park's location and master plan alternatives 1 & 2 are attached for reference. The preferred plan (Exhibit F) will be available June 8 and forwarded to the board.

Benefits of Proposal

The preferred master plan utilizes the park site to achieve appropriate neighborhood park level of service in support of the district's Parks Functional Plan.

ESA has worked closely with staff, JLA and the community to develop a neighborhood park master plan that is sensitive to the site and surrounding neighborhood, while providing the program elements that meets the needs of the community and the district.

Potential Downside of Proposal

There is no apparent downside to the proposal.

Action Requested

No board of directors' action is requested. Staff is seeking input on the preferred master plan for Bonnie Meadow Area Neighborhood Park.

EXHIBIT A

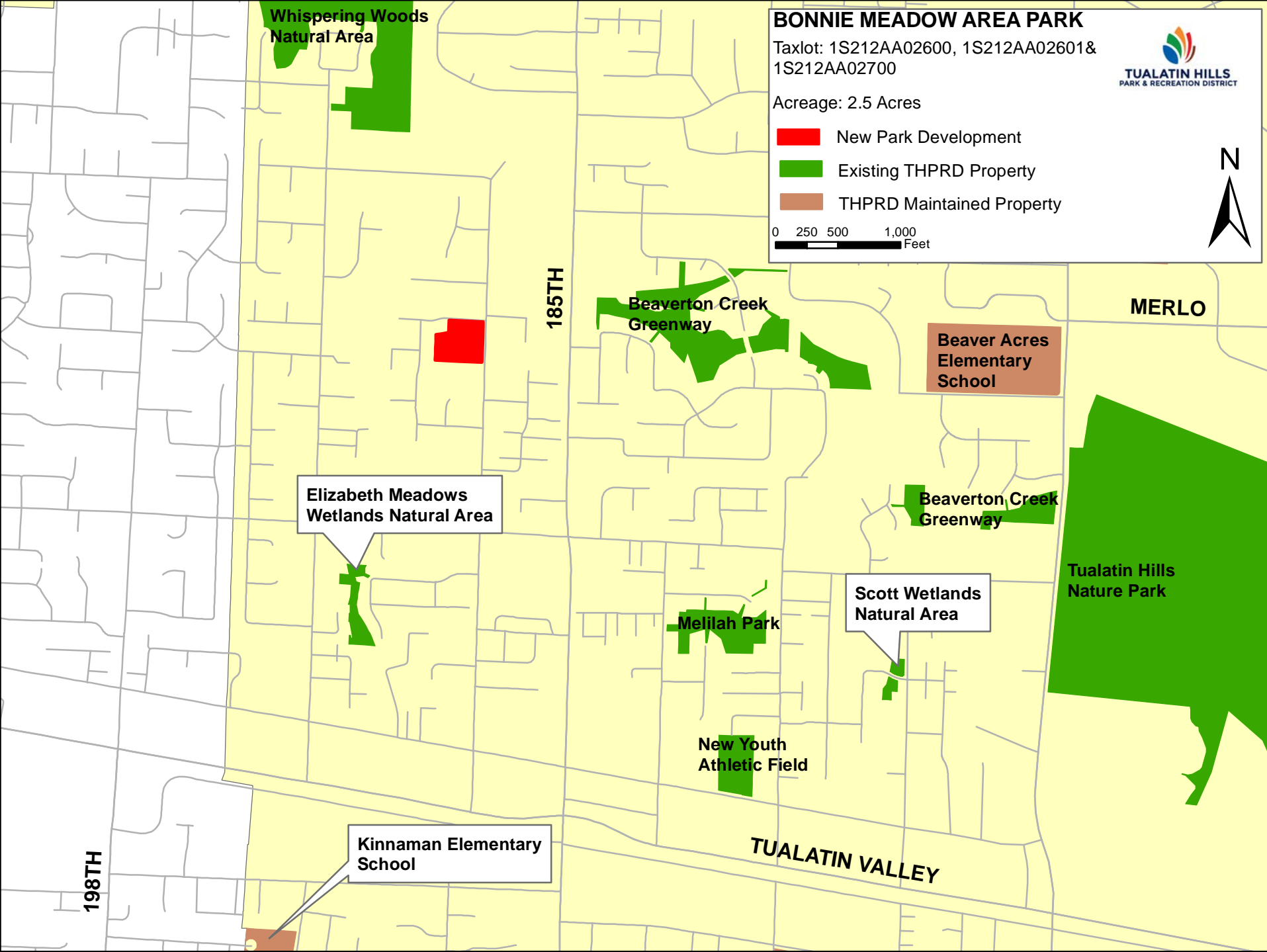


EXHIBIT B


BONNIE MEADOW AREA PARK

Taxlots: 1S212AA02600, 1S212AA02601 & 1S212AA02700

Acreage: 2.5 Acres



 New Park Development

0 25 50 100
 Feet



NEW NEIGHBORHOOD PARK AT BONNIE MEADOW



OUTREACH SUMMARY: WHAT WE HEARD

Community Conversations

Three meetings, structured like focus groups, were held in October and November. Participants discussed what they value in a neighborhood and how a park design could embody these values.

Common themes:

Provide safe access to the park.

- Provide sidewalks
- Provide on-street parking
- Consider non-destination type amenities in the park due to lack of existing parking in the neighborhood.

Invite community members of all ages and abilities.

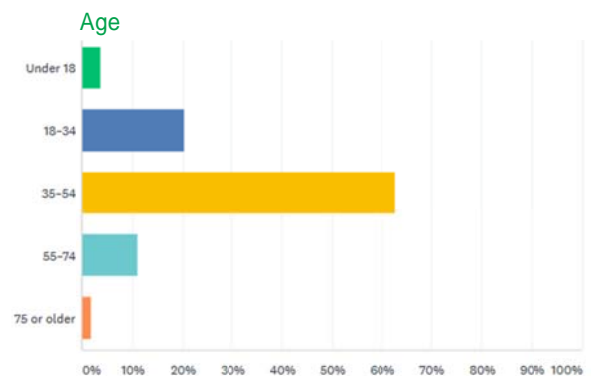
- Promote a variety of activities for different age groups (younger children, teenagers and older aged park users)
- Build accessible pathways
- Create gathering places – open space, picnic tables and covered areas

Trees are important to retain & drainage issues need to be resolved.

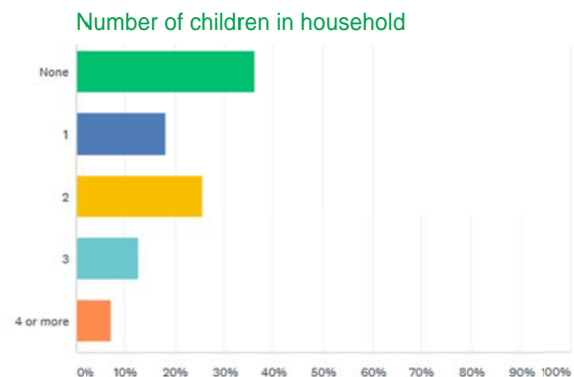
- Design activities and amenities to protect the existing healthy trees.
- Incorporate stormwater management features that might attract birds.

Survey respondent characteristics:

- Roughly half of survey takers do not live in the neighborhood and live two miles or farther away from the park.
- About two-thirds (63%) are frequent park users, “about once a week” or more.
- 82% say they are likely to use the park when it is open.
- Most of the respondents are in the 35–54 age range.



- More than half of respondents have children under the age of 18 living in their household.



Online Survey

Responses to survey questions:

What park uses would you be most interested in: Active or passive recreational uses, educational opportunities, or community benefit opportunities?

Passive recreational amenities earned the highest aggregate score, though more people (43%) ranked active recreational amenities as their highest priority. But more people (39%) ranked passive recreational amenities as their number 2 choice over the 15% who ranked active recreation at their number 2 choice. This park will need to consider incorporating both active and passive uses.

What park uses would make a welcoming place for people in the neighborhood?

Top answers:

- Playground
- Off-leash dog area
- Walking trails
- Sport court
- Shelter or pavilion

Also mentioned:

- Safety Issues (lighting, clean, safe to be in)
- Retain trees
- Ability to host community events
- Gathering spaces
- Bike Trails

What is your favorite park, and why?

- **Tualatin Hills Nature Park** was named most frequently (11 mentions).
 - Trails for walking, running, biking, strollers and wheelchairs
 - Feeling of wilderness in natural setting
 - Quiet, peaceful and shady
 - Wildlife viewing
 - Bathrooms

- **Orengo Woods Nature Park**
 - Feels safe and is peaceful
 - Trails
 - Interactive art
 - Variety of activities
- **Magnolia Park**
 - Trails
 - Playground
 - Water play area
 - Picnicking
 - Feels safe with open spaces
 - Promotes family and community
- **Barsotti Park**
 - Playground with accessible surfacing
 - Trails
 - Picnic shelter
 - Community garden
- **Jenkins Estate**
 - Trails
 - Trees
 - Playground with accessible surfacing
 - Gardens
 - Peaceful
 - Historic

Anything else you'd like to tell us?

Themes from responses to this question mainly reinforced and echoed the answers given to previous questions about preferred park uses.

- Value existing trees
- Safe access, sidewalks and lights
- A place to play, relax and exercise safely
- Trails for passive recreation and biking
- Dog friendly park and facilities to keep park clean
- Gathering spaces, including shelters
- Accessibility throughout park for people of all ages and abilities
- Mixed support for sport court



**Bonnie Meadow Area Park Master Plan
Alternative 1**

May 23, 2018



**Bonnie Meadow Area Park Master Plan
Alternative 2**

May 23, 2018



Management Report to the Board June 12, 2018

Communications & Outreach

Bob Wayt, Director of Communications & Outreach

1. The park district will again play a major role in the City of Beaverton's three Picnic in the Park events. THPRD will host an information table, while the Rec Mobile and Nature Mobile will provide a variety of activities for children. Maintenance Operations will work in advance to make sure each park site is ready. The schedule kicks off June 20 at Autumn Ridge Park and is followed by events at Camille Park (Aug. 1) and Carolwood Park (Aug. 2).
2. THPRD's summer schedule will include, for the first time, a celebration of Latino culture in Beaverton. Fiesta en el Parque will take place on August 19 from 2-6 pm at Evelyn M. Schiffler Memorial Park in central Beaverton. It will feature a wide variety of activities, including music, food and games.
3. Summer classes, camps and programs have yet to begin but district staff are already preparing for fall. Activities guide production is underway now and will be available online in mid-July. Fall registration starts August 18.

Community Partnerships

Geoff Roach, Director of Community Partnerships

1. Program Fund for People Experiencing Disabilities
 - THPF has met with Randall Charitable Trust and is preparing a Letter of Inquiry for submission now.
 - A visit with The Standard Foundation has been scheduled for June to discuss a grant application submission.
 - A preliminary executive summary is being drafted in anticipation of partnering with THPRD on the Scholarship Program Assessment and Action Plan, a THPRD and THPF partnership study.
2. Tualatin Hills Park Foundation (THPF)
 - June 19 has been set as the date for the Champions Council Annual Meeting. Preparations for the meeting are underway.
 - Cultivation of prospects for board, council and program contributors continues.

Aquatics

Sharon Hoffmeister, Superintendent of Aquatics

1. The Helping Hands campaign was successful again this year. This fundraising activity generated enough funds (over \$3,000) to fund not only one week of Make a Splash swim lessons June 11-15 at our six indoor pools, but will also fund a pilot program during spring break 2019 at two THPRD pools. Our patrons are very generous, especially for fundraising endeavors that focus on teaching more children to swim.

2. A team of Aquatics staff members are finalizing a recruitment video in an effort to reach more potential job candidates. The video will show various facets of a lifeguarding job at THPRD, including training, activities, a little fun and testimonials by existing staff of what working for THPRD Aquatics has meant to them. We are expecting the video to be finalized by end of June 2018.

Community Programs

Deb Schoen, Superintendent of Community Programs

1. THPRD's 2018 Summer Celebrations schedule is set with a variety of fun options for patrons. Highlights of the summer include: Picnics in the Park with the City of Beaverton, a Fourth of July concert at Veterans Memorial Park, Party in the Park at HMT Recreation Complex, Big Truck Day at Conestoga Recreation & Aquatic Center, All Ability Tri4Youth at HMT Recreation Complex, and Fiesta en el Parque at Schiffler Park.
2. Community conversations offer the public a chance to inform the Jenkins Estate Concept Plan process. THPRD started a concept planning process in summer 2017 to help guide future activities, uses, and develop goals for the Jenkins Estate. The concept plan will assess community desires for recreation, historic preservation, natural resource preservation, stewardship, and future use opportunities. A second community conversation will be held on June 13 to further gauge the needs and interests of users.

Maintenance

Jon Campbell, Superintendent of Maintenance Operations

1. The Butternut Park play equipment is being replaced and is projected to reopen by the end of September. Improvements to the new play area will include new drainage, a composite play structure to engage children between the ages of 2 and 12, ADA improvements that include a transition ramp into the play area, a park bench, a picnic table and a drinking fountain.
2. Six outdoor tennis courts at Roxbury, Ridgecrest, and Rock Creek Landing Parks will be renovated this summer. Improvements to the courts will include more than 1,500 linear feet of crack repairs, six coats of surface paint, painted boundary lines, and new nets.
3. The outdoor pools are being serviced to open. Pool maintenance staff are preparing the outdoor pools at Raleigh and Somerset West Parks to open on June 25. The pool tanks, decks, mechanical systems and facilities will be cleaned and serviced prior to opening.

Nature & Trails

Bruce Barbarasch, Superintendent of Nature & Trails

1. Greenway Park. The Greenway Park concept planning process is coming to a close. A final open house was held in May with approximately 40 community members participating. A parallel on-line open house closed on June 1.
2. Nature Mobile. This summer, the Nature Mobile will be visiting 10 parks, schools, and natural areas providing free, hands-on nature programs for the public. Eight of the sites will coincide with Beaverton School District's free and reduced lunch program.
3. Tree Management. Many Douglas fir and western red cedars in natural areas are dying back, possibly due to changes in weather patterns. Staff are watching the situation carefully.

4. Cooper Mountain Overflows. The parking lot at the Cooper Mountain Nature Park is frequently full, forcing patrons to park along a busy road or come back later. Staff are working on solutions to better accommodate patrons.

Planning, Design & Development

Gery Keck, Superintendent of Design & Development

Jeannine Rustad, Superintendent of Planning

1. On April 25 staff attended Metro's Quarterly Trails Forum and provided a presentation on current THPRD trail projects. There were approximately 75 attendees from various trial building jurisdictions, non-profit groups, design consultants and interested trail users.
2. On March 17 staff held the second public meeting for the NW Quadrant Youth Athletic Field to review and seek input on the preferred master plan. There were five residents in attendance and the plan was well received. Staff will seek board approval of the master plan at the August 7 regular board meeting. This project is one of the last of ten youth athletic fields funded through the 2008 Bond Program.
3. THPRD's Westside Trail Highway 26 Bridge Overcrossing grant application seeking \$400,000 was endorsed by Metro's JPACT (Joint Policy Advisory Committee on Transportation). Metro will begin finalizing draft IGAs and contacting project leads to get the projects underway. The district's application sought funds to identify the type, size and location of the Westside Trail Bridge and complete design sufficient to generate estimated construction costs with confidence to pursue additional required funding, either through grants or a potential regional transportation bond.

Recreation

Eric Owens, Superintendent of Recreation

1. Cedar Hills Recreation Center hosted the recreation department's annual Lead Summer Staff Training on May 19. The training is designed for summer camp staff that are in leadership roles to receive and share valuable information that will help them be successful in their roles this summer. There were over 40 part-time summer staff employees in attendance from Cedar Hills, Conestoga, Garden Home and the Aquatic Center. Six full-time program coordinators from the three recreation centers and Adaptive Recreation & Inclusion staff led the training. This was a great collaborative effort by staff to offer a fun, informative and engaging training for our summer camp staff.
2. Elsie Stuhr Center participated in the Oregon Storyteller's festival on April 13 hosting Geraldine Buckley, a nationally known storyteller. Geraldine's speech, entitled "Devils on Horseback and other Odd Journeys," was well received by the 106 attendees.
3. Garden Home Recreation Center has seen an approximate increase in revenue of \$50,000 at the end of May. This is mainly due to a 33% increase in dance and a 29% increase in gymnastics classes.
4. Conestoga Recreation & Aquatic Center celebrated Pacific Islander/Asian Heritage Month on May 21. More than 50 people were in attendance to see a dance presentation from the Hula Halau 'Ohana Holo'oko'a dance company.

Security Operations

Mike Janin, Superintendent of Security Operations

1. Security Operations has created a Spanish version of its Park Patrol brochure. Along with information about THPRD's scholarship program that is also in Spanish, the brochure is being distributed by Park Patrol when opportunities arise. These documents are intended as welcoming gestures for Spanish-speaking patrons who are unfamiliar with the district. Early response has been quite positive.

Sports

Keith Watson, Superintendent of Sports

1. The Babette Horenstein Tennis Center hosted the OSAA High School State Tournament in May. Twenty-six girls teams and 24 boys teams from around the state qualified for the 2018 6A State Championships held May 17-19 at the center. Approximately 1,500 players and spectators watched 136 matches over the three-day period.
2. THPRD's popular cornhole league has expanded this spring to include an additional site at the south end of the district. The six-week league is now offered at both Craft Pour House and Pacific Growlers. A total of 30 teams are participating at our two locations.

Business Services

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

1. THPRD's Energy Team received a \$4,250 incentive check from the Energy Trust of Oregon (ETO) for installing LED parking lot lighting at Conestoga Recreation & Aquatic Center. The project, which had a total cost of \$28,749, is estimated to save over 20,000 kWhs, or \$1,400, annually. The light fixtures also now match those of Southridge High School's section of the shared parking lot. This project is the latest in an ongoing partnership with ETO to identify, fund and implement energy-saving capital projects throughout the district.
2. Staff released the Request for Proposals for a new financial software system for the district. Twenty-nine inquiries have been received so far and proposals are due June 15.
3. Risk Management has received the District's Workers' Compensation Experience Modification Rate (EMR) from Special Districts Association of Oregon (SDAO). The District's EMR raised slightly from 0.72 to 0.83 from FY 2018/19. The EMR is used as a multiplier in computing THPRD's workers' compensation premiums. It is based on a scale of 1.00 being the average incident rate for similar work nationwide; less than 1.00 is above average. Of the 30 Park & Recreation agencies within SDAO, the average EMR is 0.99. THPRD continues to be below the national average and a leader in Oregon.
4. As part of the district's internal diversity development efforts, THPRD has begun to incorporate regular implicit bias training with interview panelists before each full-time/regular part-time interview. Human Resources staff leads the trainings to discuss potential biases that could cloud the decision-making process and potentially have adverse effects toward people of color, women, people experiencing disabilities,

and people in the LGBTQ community, among others. The district's management team has completed the training; the district's leadership team will receive the training at an upcoming meeting.

5. Human Resources and Maintenance Operations staff participated in the Oregon Tradeswomen Career Fair, May 18 and 19, reaching over 2,000 participants. The largest non-traditional career fair of its kind aims to increase the overall number of women working in the trades. Participants were excited to learn about employment opportunities within the THPRD Maintenance Operations Department and other nontraditional jobs.

June 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3 Women Only Swim 5:30pm @ Sunset Swim Ctr	4	5	6	7	8 Pride Pool Party 6-8pm @ Harman Swim Ctr	9
10	11 Parks & Facilities Advisory Committee Mtg 6:30pm @ HMT/Dryland	12 Board Meeting 7pm @ HMT/Dryland	13 Community Night & Summer Camp Open House 5pm @ Garden Home Rec Ctr Jenkins Estate Community Conversation 6pm @ Jenkins Estate	14	15 Family Pride Dance 6:30-8:30pm @ Conestoga Rec & Aquatic Ctr	16
17	18	19 Board Meeting & Budget Adoption 7pm @ HMT/Dryland	20 Nature & Trails Advisory Committee Mtg 6:30pm @ Fanno Creek Service Ctr	21	22	23
24	25	26	27	28	29	30

July 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4 Summer Concert in the Park: 11am @ Veterans Memorial Park	5	6	7
8	9	10	11	12 Summer Concert in the Park: 6pm @ Arnold Park	13	14 FUNquatics! 4pm @ Aloha Swim Ctr
15	16	17	18 Joint Advisory Committee Meeting (all committees) 6:30pm @ Fanno Creek Service Ctr	19 Summer Concert in the Park: 6pm @ Greenway Park	20	21
22	23	24	25	26	27	28 Family Triathlon @ HMT Recreation Complex
29	30	31				

August 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4 Big Truck Day @ Conestoga Rec & Aquatic Ctr
5	6	7 Board Meeting 7pm @ HMT/Dryland	8	9 Summer Concert in the Park: 6pm @ Cedar Mill Park	10	11 Tri4Youth 9am @ HMT Recreation Complex Tropical Mermaid Swim 4pm @ Aloha Swim Ctr
12	13	14	15	16	17	18 Summer Splash District Championship Meet @ Aquatic Ctr
19	20	21	22	23 Summer Concert in the Park: 6pm @ Raleigh Park	24	25
26	27	28	29	30	31 Estate & Rummage Sale @ Elsie Stuhr Ctr	

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 4/30/18

Description	Project Budget					Project Expenditures		Estimated Total Costs				Est. Cost (Over) Under Budget	
	Prior Year Budget Amount (1)	Budget Carryover to Current Year (2)	New Funds Budgeted in Current Year (3)	Cumulative Project Budget (1+3)	Current Year Budget Amount (2+3)	Expended Prior Years (4)	Expended Year-to-Date (5)	Estimated Cost to Complete (6)	Basis of Estimate	Project Cumulative (4+5+6)	Current Year (5+6)	Project Cumulative	Current Year
GENERAL FUND													
CAPITAL OUTLAY DIVISION													
<u>CARRY FORWARD PROJECTS</u>													
Parking Lot-Hazeldale	194,414	175,512	135,000	329,414	310,512	22,320	5,904	301,190	Budget	329,414	307,094	-	3,418
PCC Actuated Tennis Lights	3,300	3,300	-	3,300	3,300	-	-	-	Canceled	-	-	3,300	3,300
ADA Improvements - Athletic Center	8,000	8,000	-	8,000	8,000	5,991	839	1,161	Maint Estimate	7,991	2,000	9	6,000
Aquatic Center Renovation Phase 2	386,190	386,190	1,300,000	1,686,190	1,686,190	42,875	1,606,634	113,561	Complete	1,763,070	1,720,195	(76,880)	(34,005)
Raleigh Park Storm Water Management Design	40,000	40,000	-	40,000	40,000	-	32,548	7,452	Award	40,000	40,000	-	-
Play Equipment - 3 sites	338,000	206,855	8,500	346,500	215,355	265,312	101,295	-	Complete	366,607	101,295	(20,107)	114,060
Signage Master Plan Implementation - Phase 2	40,000	25,839	-	40,000	25,839	20,216	19,784	-	Budget	40,000	19,784	-	6,055
Irrigation Systems Redesign & Reconfiguration (5 sites)	20,000	14,274	-	20,000	14,274	7,151	2,500	10,349	Budget	20,000	12,849	-	1,425
Cardio / Weight Equipment	40,000	40,000	-	40,000	40,000	-	29,739	8,631	Award	38,370	38,370	1,630	1,630
Communication Network Switches	80,000	80,000	-	80,000	80,000	-	80,000	-	Complete	80,000	80,000	-	-
Outdoor Fitness Equipment	17,062	2,924	13,000	30,062	15,924	-	17,061	13,001	Budget	30,062	30,062	-	(14,138)
Drain Replacement - Cedar Hills Recreation Center	26,500	26,500	-	26,500	26,500	-	3,316	23,184	Budget	26,500	26,500	-	-
TOTAL CARRYOVER PROJECTS	1,193,466	1,009,394	1,456,500	2,649,966	2,465,894	363,865	1,899,620	478,529		2,742,014	2,378,149	(92,048)	87,745
<u>ATHLETIC FACILITY REPLACEMENT</u>													
Skate Park Ramp Conversion			50,000	50,000	50,000	-	36,900	-	Complete	36,900	36,900	13,100	13,100
Tennis Court Resurface (2 sites)			68,000	68,000	68,000	-	43,973	-	Complete	43,973	43,973	24,027	24,027
HMT Field #2 Synth Turf Infill			-	-	-	-	3,610	-	Complete	3,610	3,610	(3,610)	(3,610)
TOTAL ATHLETIC FACILITY REPLACEMENT			118,000	118,000	118,000	-	84,483	-		84,483	84,483	33,517	33,517
<u>PARK AND TRAIL REPLACEMENTS</u>													
Bridges and Boardwalks (6 sites)			790,000	790,000	790,000	-	42,904	726,386	Award	769,290	769,290	20,710	20,710
Concrete Sidewalk Repair (7 sites)			81,831	81,831	81,831	-	66,658	-	Complete	66,658	66,658	15,173	15,173
Drinking Fountains (2 sites)			22,750	22,750	22,750	-	21,230	-	Complete	21,230	21,230	1,520	1,520
Irrigation Systems Redesign & Reconfiguration (2 sites)			22,800	22,800	22,800	-	18,925	3,930	Maint Estimate	22,855	22,855	(55)	(55)
Fencing			15,100	15,100	15,100	-	4,533	32,300	Award	36,833	36,833	(21,733)	(21,733)
Landscaping			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Asphalt Pedestrian Pathways (4 sites)			70,660	70,660	70,660	-	79,257	-	Complete	79,257	79,257	(8,597)	(8,597)
Play Equipment (2 sites)			190,000	190,000	190,000	-	118,854	211,903	Award	330,757	330,757	(140,757)	(140,757)
Signage Master Plan Implementation - Phase 3			25,000	25,000	25,000	-	12,705	12,295	Budget	25,000	25,000	-	-
Water Quality Facility			35,000	35,000	35,000	-	43,927	-	Complete	43,927	43,927	(8,927)	(8,927)
TOTAL PARK AND TRAIL REPLACEMENTS			1,258,141	1,258,141	1,258,141	-	408,993	991,814		1,400,807	1,400,807	(142,666)	(142,666)
<u>PARK AND TRAIL IMPROVEMENTS</u>													
Memorial Benches			8,000	8,000	8,000	-	3,876	4,124	Budget	8,000	8,000	-	-
ConnectOR/Wa Cty MSTIP-Waterhouse Trail Seg #4			700,000	700,000	700,000	-	-	300,000	Partial Award	300,000	300,000	400,000	400,000
LGGP - SW Quadrant Community Park			268,210	268,210	268,210	-	268,210	-	Complete	268,210	268,210	-	-
Metro Nature in Neighborhoods			220,700	220,700	220,700	-	-	-	Awd/Rec FY19	-	-	220,700	220,700
Erosion Control (2 sites)			10,000	10,000	10,000	-	7,386	1,114	Maint Estimate	8,500	8,500	1,500	1,500
Bench with Solar-powered charging station			2,425	2,425	2,425	-	2,425	-	Complete	2,425	2,425	-	-
Energy Trust of Oregon Rebates			135,900	135,900	135,900	-	259	-	Awd/Rec FY19	259	259	135,641	135,641
LGGP - Cedar Hills Park			340,156	340,156	340,156	-	-	-	Awd/Rec FY19	-	-	340,156	340,156
TOTAL PARK AND TRAIL IMPROVEMENTS			1,685,391	1,685,391	1,685,391	-	282,156	305,238		587,394	587,394	1,097,997	1,097,997
<u>CHALLENGE GRANTS</u>													
Program Facility Challenge Grants			75,000	75,000	75,000	-	17,370	30,630	Budget	48,000	48,000	27,000	27,000
TOTAL CHALLENGE GRANTS			75,000	75,000	75,000	-	17,370	30,630		48,000	48,000	27,000	27,000
<u>BUILDING REPLACEMENTS</u>													
Cardio and Weight Equipment			80,000	80,000	80,000	-	14,984	64,993	Award	79,977	79,977	23	23
Babette Horenstein Tennis Center LED Lighting			307,000	307,000	307,000	-	219,101	87,899	Award	307,000	307,000	-	-
Lead Paint Abatement			35,000	35,000	35,000	-	-	33,730	Award	33,730	33,730	1,270	1,270
Parking Lot Relamp			5,000	5,000	5,000	-	716	4,284	Budget	5,000	5,000	-	-
Ceiling Tiles			4,000	4,000	4,000	-	3,902	-	Complete	3,902	3,902	98	98
Ergonomic Equipment/Fixtures			6,000	6,000	6,000	-	2,341	3,659	Budget	6,000	6,000	-	-
Wood Floor Refinish			1,975	1,975	1,975	-	-	850	Maint Estimate	850	850	1,125	1,125
Locker Room Resurface			84,000	84,000	84,000	-	85,000	-	Complete	85,000	85,000	(1,000)	(1,000)

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 4/30/18

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
Carpet			10,000	10,000	10,000	-	-	6,155	Award	6,155	6,155	3,845	3,845
Exhaust fans (3 sites)			28,150	28,150	28,150	-	29,027	-	Award	29,027	29,027	(877)	(877)
Air Conditioner Units (2 sites)			18,433	18,433	18,433	-	15,887	-	Complete	15,887	15,887	2,546	2,546
Dive Tower Repair			2,500	2,500	2,500	-	2,500	-	Complete	2,500	2,500	-	-
Lane Lines			1,506	1,506	1,506	-	1,481	-	Complete	1,481	1,481	25	25
Outdoor Pool Covers (2 sites)			12,200	12,200	12,200	-	9,892	-	Complete	9,892	9,892	2,308	2,308
Wading Pool Chemtrol Probe			1,500	1,500	1,500	-	1,281	-	Complete	1,281	1,281	219	219
Roll Down Door Motor			4,500	4,500	4,500	-	3,795	-	Complete	3,795	3,795	705	705
Structure Repair - Camp Rivendale			2,000	2,000	2,000	-	799	-	Complete	799	799	1,201	1,201
Shower Facility Repair-RSC			7,500	7,500	7,500	-	-	-	Cancelled	-	-	7,500	7,500
Schlottman Roof Replacement			-	-	-	-	15,800	-	Complete	15,800	15,800	(15,800)	(15,800)
Beaverton Backwash Valve Repl			-	-	-	-	2,090	-	Complete	2,090	2,090	(2,090)	(2,090)
CRA Leisure Pool Feature Pump			-	-	-	-	4,426	-	Complete	4,426	4,426	(4,426)	(4,426)
CRA Room Divider Track System			-	-	-	-	2,250	-	Complete	2,250	2,250	(2,250)	(2,250)
Carpet replacement-IS Mgr Off			-	-	-	-	1,000	-	Complete	1,000	1,000	(1,000)	(1,000)
Raleigh Pool Deck Drawings			-	-	-	-	-	12,271	Award	12,271	12,271	(12,271)	(12,271)
Emrgcy Furnace Repair CHRC			-	-	-	-	2,500	-	Complete	2,500	2,500	(2,500)	(2,500)
50M LED Lighting			-	-	-	-	12,912	-	Complete	12,912	12,912	(12,912)	(12,912)
50M Pump Coupling Replacement			-	-	-	-	2,010	-	Complete	2,010	2,010	(2,010)	(2,010)
CHRC Boiler Leak Repair			-	-	-	-	6,135	-	Complete	6,135	6,135	(6,135)	(6,135)
GHRC Heating System			-	-	-	-	2,143	17,957	Maint Estimate	20,100	20,100	(20,100)	(20,100)
North Bethany grading			-	-	-	-	2,125	3,875	Maint Estimate	6,000	6,000	(6,000)	(6,000)
TOTAL BUILDING REPLACEMENTS			611,264	611,264	611,264	-	444,097	201,570		592,276	592,276	18,988	18,988
<u>BUILDING IMPROVEMENTS</u>													
LED Lighting (Conestoga)			-	-	-	-	-	7,900	Award	7,900	7,900	(7,900)	(7,900)
Fall Protection (5 sites)			52,155	52,155	52,155	-	26,267	25,888	Award	52,155	52,155	-	-
Flooring			2,257	2,257	2,257	-	2,728	-	Complete	2,728	2,728	(471)	(471)
Office Space Expansion Design			10,000	10,000	10,000	-	4,323	5,677	Award	10,000	10,000	-	-
Diving Winches (4 sites)			21,110	21,110	21,110	-	6,200	41,910	Maint Estimate	48,110	48,110	(27,000)	(27,000)
Gymnastic Room Windows			20,000	20,000	20,000	-	-	-	Cancelled	-	-	20,000	20,000
TOTAL BUILDING IMPROVEMENTS			105,522	105,522	105,522	-	39,518	81,375		120,893	120,893	(15,371)	(15,371)
<u>ADA PROJECTS</u>													
ADA Improvements - Beaverton Swim Center			7,500	7,500	7,500	-	4,998	-	Complete	4,998	4,998	2,502	2,502
ADA Improvements - Fanno Creek Service Center			20,000	20,000	20,000	-	27,475	-	Complete	27,475	27,475	(7,475)	(7,475)
ADA Improvements - Jenkins Estate			2,200	2,200	2,200	-	1,734	-	Complete	1,734	1,734	466	466
ADA Improvements - Elsie Stuhr Center			10,650	10,650	10,650	-	10,345	-	Complete	10,345	10,345	305	305
ADA Improvements - Other			59,650	59,650	59,650	-	23,612	36,038	Budget	59,650	59,650	-	-
TOTAL ADA PROJECTS			100,000	100,000	100,000	-	68,164	36,038		104,202	104,202	(4,202)	(4,202)
TOTAL CAPITAL OUTLAY DIVISION	1,193,466	1,009,394	5,409,818	6,603,284	6,419,212	363,865	3,244,401	2,125,194		5,680,069	5,316,204	923,215	1,103,008
<u>INFORMATION SERVICES DEPARTMENT</u>													
<u>INFORMATION TECHNOLOGY REPLACEMENTS</u>													
Desktops			67,000	67,000	67,000	-	30,328	66,715	Award	97,043	97,043	(30,043)	(30,043)
Servers			37,000	37,000	37,000	-	22,160	14,840	Budget	37,000	37,000	-	-
LAN/WAN			5,000	5,000	5,000	-	26,496	-	Complete	26,496	26,496	(21,496)	(21,496)
Desktop Printers			5,000	5,000	5,000	-	650	-	Canceled	650	650	4,350	4,350
Phone			30,000	30,000	30,000	-	279	29,721	Budget	30,000	30,000	-	-
TOTAL INFORMATION TECHNOLOGY REPLACEMENTS			144,000	144,000	144,000	-	79,913	111,276		191,189	191,189	(47,189)	(47,189)

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 4/30/18

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
INFORMATION TECHNOLOGY IMPROVEMENTS													
Translation Software			2,474	2,474	2,474	-	-	2,474	Budget	2,474	2,474	-	-
Configuration Management Software			75,000	75,000	75,000	-	-	39,311	Budget	39,311	39,311	35,689	35,689
Time Clock			3,750	3,750	3,750	-	-	3,750	Budget	3,750	3,750	-	-
Computers (3)			11,000	11,000	11,000	-	-	-	Canceled	-	-	11,000	11,000
Color Copier (Harman)			500	500	500	-	-	-	Canceled	-	-	500	500
Folder / Sorter			12,000	12,000	12,000	-	-	12,000	Budget	12,000	12,000	-	-
Financial Software			436,800	436,800	436,800	-	-	436,800	Budget	436,800	436,800	-	-
TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS			541,524	541,524	541,524	-	-	494,335		494,335	494,335	47,189	47,189
TOTAL INFORMATION SYSTEMS DEPARTMENT	-	-	685,524	685,524	685,524	-	79,913	605,611		685,524	685,524	-	-
MAINTENANCE DEPARTMENT													
FLEET REPLACEMENTS													
High-production mowers			210,000	210,000	210,000	-	200,032	-	Complete	200,032	200,032	9,968	9,968
72" Mowers			42,900	42,900	42,900	-	42,906	-	Complete	42,906	42,906	(6)	(6)
52" Mowers			24,300	24,300	24,300	-	24,021	-	Complete	24,021	24,021	279	279
FCSC Trash Compactor			34,000	34,000	34,000	-	29,904	-	Complete	29,904	29,904	4,096	4,096
2.5 ton Axle Trailers			10,500	10,500	10,500	-	11,397	-	Complete	11,397	11,397	(897)	(897)
High-pressure Parts Washer			10,500	10,500	10,500	-	9,966	-	Complete	9,966	9,966	534	534
Aerial Lift Truck			50,000	50,000	50,000	-	59,935	-	Complete	59,935	59,935	(9,935)	(9,935)
Die-cut Label Maker			2,500	2,500	2,500	-	1,508	-	Complete	1,508	1,508	992	992
Park Patrol Vehicle #3352			35,000	35,000	35,000	-	35,421	-	Complete	35,421	35,421	(421)	(421)
TOTAL FLEET REPLACEMENTS			419,700	419,700	419,700	-	415,090	-		415,090	415,090	4,610	4,610
FLEET IMPROVEMENTS													
Vehicle Wraps			14,000	14,000	14,000	-	-	14,000	Budget	14,000	14,000	-	-
Minibus			52,000	52,000	52,000	-	56,800	-	Complete	56,800	56,800	(4,800)	(4,800)
			66,000	66,000	66,000	-	56,800	14,000		70,800	70,800	(4,800)	(4,800)
BUILDING MAINTENANCE EQUIPMENT REPLACEMENTS													
BUILDING MAINTENANCE IMPROVEMENTS													
Pool Vacuum Robot			6,000	6,000	6,000	-	4,655	-	Complete	4,655	4,655	1,345	1,345
TOTAL BUILDING MAINT IMPROVEMENTS			6,000	6,000	6,000	-	4,655	-		4,655	4,655	1,345	1,345
TOTAL MAINTENANCE DEPARTMENT	-	-	491,700	491,700	491,700	-	476,545	14,000		490,545	490,545	1,155	1,155
GRAND TOTAL GENERAL FUND	1,193,466	1,009,394	6,587,042	7,780,508	7,596,436	363,865	3,800,859	2,744,805		6,856,138	6,492,273	924,370	1,104,163
SDC FUND													
LAND ACQUISITION													
Land Acq - N. Bethany Comm Pk													
Other							1,930						
Subtotal Land Acq-N Bethany Comm Pk	695,600	695,600	804,400	1,500,000	1,500,000	-	1,930	1,498,070	Budget	1,500,000	1,500,000	-	-
Land Acq - N. Bethany Nghbd Pk													
Abbey Creek / Noyes Estates							1,616,319						
Other							8,846						
Subtotal Land Acq-N. Bethany Nghbd Pk	-	-	2,000,000	2,000,000	2,000,000	-	1,625,165	374,835	Budget	2,000,000	2,000,000	-	-
Land Acq - N Bethany Trails													
Noyes Est / Abbey Crk Highland Tr							350,588						
Other							7,046						
Subtotal Land Acq-N Bethany Trails	386,000	386,000	904,000	1,290,000	1,290,000	-	357,634	932,366	Budget	1,290,000	1,290,000	-	-

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 4/30/18

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
Land Acquisition (FY16)							3,900						
Land Acq - Bonny Slope W Nhd Pk-Other							(8,041)						
Land Acq - Pointer Road Park							65,756						
Land Acq - SW Comm Pk-Strasburg							-						
Land Acq - Commonwealth Lake-Sharp							337						
Land Acq - Farmington Quarry							-						
Land Acq - Crowell Woods							62,856						
Land Acq - Roxbury Park Trail Reloc							136						
BH Highway Center Site							858						
Land Acq - Other (Demo, etc)							10,804						
Subtotal Land Acq-General	1,984,000	1,984,000		1,984,000	1,984,000	-	136,606	1,847,394	Budget	1,984,000	1,984,000	-	-
Land Acq - S Cooper Mtn Trail	-	-	500,000	500,000	500,000	-	136	499,864	Budget	500,000	500,000	-	-
Land Acq - S Cooper Mtn Nat Ar	400,000	400,000	-	400,000	400,000	-	-	400,000	Budget	400,000	400,000	-	-
Land Acq - Neighborhood Parks - S Cooper Mtn	-	-	500,000	500,000	500,000	-	1,050	498,950	Budget	500,000	500,000	-	-
Land Acq - Neighborhood Parks - Infill Areas	-	-	500,000	500,000	500,000	-	7,402	492,598	Budget	500,000	500,000	-	-
TOTAL LAND ACQUISITION	3,465,600	3,465,600	5,208,400	8,674,000	8,674,000	-	2,129,923	6,544,077		8,674,000	8,674,000	-	-
DEVELOPMENT/IMPROVEMENT PROJECTS													
Bonny Slope / BSD Trail Development	500,000	500,000	-	500,000	500,000	-	58,460	441,540	Budget	500,000	500,000	-	-
MTIP Grant Match - Westside Trail #18	210,500	107,000	860,000	1,070,500	967,000	970,183	45,316	191,263	Award	1,206,762	236,579	(136,262)	730,421
Bethany Creek Falls Phases 1, 2 & 3 - Proj Management	110,000	40,000	-	110,000	40,000	67,946	37,952	4,102	Award	110,000	42,054	-	(2,054)
S Cooper Mtn Park and Trail Development - Prog Mgmt	-	-	50,000	50,000	50,000	3,893	-	46,107	Budget	50,000	46,107	-	3,893
NW Quadrant Neighborhood Park Master Plan & Design	200,000	195,000	-	200,000	195,000	-	71,124	123,876	Budget	195,000	195,000	5,000	-
New Neighborhood Park Development	1,500,000	1,499,000	-	1,500,000	1,499,000	-	134,668	1,364,332	Budget	1,499,000	1,499,000	1,000	-
SW Quad Community Center - Site Feasibility Analysis	80,000	80,000	-	80,000	80,000	-	43,318	36,682	Budget	80,000	80,000	-	-
Natural Area Master Plan	100,000	100,000	-	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
Building Expansion (TBD)	1,000,000	995,000	-	1,000,000	995,000	-	-	995,000	Budget	995,000	995,000	5,000	-
Deck Expansion (Aquatic Center)	150,000	150,000	-	150,000	150,000	-	150,000	-	Complete	150,000	150,000	-	-
New Synthetic turf field- Conestoga Middle School	1,255,000	50,000	-	1,255,000	50,000	916,158	-	10,000	Complete	926,158	10,000	328,842	40,000
MTIP Beaverton Creek Trail Master Plan Phase	115,000	26,000	-	115,000	26,000	12,688	9,036	93,276	Budget	115,000	102,312	-	(76,312)
MTIP Beaverton Creek Trail Land Acquisition ROW phase	250,000	247,000	-	250,000	247,000	-	175	246,825	Budget	247,000	247,000	3,000	-
NW Quadrant New Neighborhood Park Development	-	-	1,925,000	1,925,000	1,925,000	-	-	1,925,000	Budget	1,925,000	1,925,000	-	-
N Bethany Park & Trail - project management	215,000	141,000	-	215,000	141,000	12,924	25,159	176,917	Budget	215,000	202,076	-	(61,076)
SW Quadrant Community Park	2,600,000	2,250,000	-	2,600,000	2,250,000	1,619,949	980,051	-	Complete	2,600,000	980,051	-	1,269,949
Connect OR Grant Match - Waterhouse Trail, Segment 4	300,000	300,000	-	300,000	300,000	-	64,638	235,362	Budget	300,000	300,000	-	-
SW Quadrant Neighborhood Park Master Plan & Design	200,000	200,000	-	200,000	200,000	-	3,227	277,249	Award	280,476	280,476	(80,476)	(80,476)
Cedar Mill Creek Comm Trail Seg #4 Master Plan & Des	250,000	250,000	-	250,000	250,000	-	-	250,000	Budget	250,000	250,000	-	-
Bethany Creek Trail #2, Segment #3 - Design & Devel	-	-	1,100,000	1,100,000	1,100,000	-	52,862	1,047,138	Budget	1,100,000	1,100,000	-	-
Undesignated projects	-	-	2,376,685	2,376,685	2,376,685	-	-	2,376,685	Budget	2,376,685	2,376,685	-	-
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	9,035,500	7,130,000	6,311,685	15,347,185	13,441,685	3,603,741	1,675,986	9,941,354		15,221,081	11,617,340	126,104	1,824,345
GRAND TOTAL SDC FUND	12,501,100	10,595,600	11,520,085	24,021,185	22,115,685	3,603,741	3,805,909	16,485,431		23,895,081	20,291,340	126,104	1,824,345

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 4/1/18

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 17/18	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget			
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)				(7)	(6+7)=(9)	(3-9) = (10)		
BOND CAPITAL PROJECTS FUND																
<u>New Neighborhood Parks Development</u>																
SE	91-901	AM Kennedy Park & Athletic Field	1,285,250	50,704	1,335,954	1,674,551	-	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%	
Total New Neighborhood Parks Development			4,883,950	130,968	5,014,918	5,188,093	-	5,188,093	-		5,188,093	(173,175)	-3.5%	103.5%	100.0%	
UND	Authorized Use of Savings from Bond Issuance Administration Category		-	173,175	173,175	-	-	-	-	N/A	-	173,175	n/a	n/a	n/a	
Total New Neighborhood Parks Development			4,883,950	304,143	5,188,093	5,188,093	-	5,188,093	-		5,188,093	-	0.0%	100.0%	100.0%	
<u>Renovate & Redevelop Neighborhood Parks</u>																
NE	91-906	Cedar Mill Park, Trail & Athletic Fields	1,125,879	29,756	1,155,635	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	54,944	1,083,144	207,682	80,145	287,827	1,603,501	Design	1,891,328	(808,184)	-74.6%	26.6%	15.2%	
NW	91-909	Pioneer Park and Bridge Replacement	544,934	21,278	566,212	533,358	-	533,358	-	Complete	533,358	32,854	5.8%	94.2%	100.0%	
SE	91-910	Vista Brook Park	514,100	20,504	534,604	729,590	-	729,590	-	Complete	729,590	(194,986)	-36.5%	136.5%	100.0%	
Total Renovate & Redevelop Neighborhood Parks			3,727,213	155,116	3,882,329	3,046,196	80,145	3,126,341	1,603,501		4,729,842	(847,513)	-21.8%	80.5%	66.1%	
<u>New Neighborhood Parks Land Acquisition</u>																
NW	98-880-a	New Neighborhood Park - NW Quadrant (Biles)	1,500,000	28,554	1,528,554	1,041,404	-	1,041,404	-	Complete	1,041,404	487,150	31.9%	68.1%	100.0%	
NW	98-880-b	New Neighborhood Park - NW Quadrant (Living Hope)	-	-	-	1,067,724	-	1,067,724	-	Complete	1,067,724	(1,067,724)	-100.0%	n/a	100.0%	
NW	98-880-c	New Neighborhood Park - NW Quadrant (Mitchell)	-	-	-	793,396	-	793,396	-	Complete	793,396	(793,396)	-100.0%	n/a	100.0%	
NW	98-880-d	New Neighborhood Park - NW Quadrant (PGE)	-	-	-	62,712	-	62,712	-	Complete	62,712	(62,712)	-100.0%	n/a	100.0%	
NE	98-745-a	New Neighborhood Park - NE Quadrant (Wilson)	1,500,000	27,968	1,527,968	529,294	-	529,294	-	Complete	529,294	998,674	65.4%	34.6%	100.0%	
NE	98-745-b	New Neighborhood Park - NE Quadrant (Lehman - formerly undesignated)	1,500,000	32,103	1,532,103	2,119,940	-	2,119,940	-	Complete	2,119,940	(587,837)	-38.4%	138.4%	100.0%	
SW	98-746-a	New Neighborhood Park - SW Quadrant (Sterling Savings)	1,500,000	24,918	1,524,918	1,058,925	-	1,058,925	-	Complete	1,058,925	465,993	30.6%	69.4%	100.0%	
SW	98-746-b	New Neighborhood Park - SW Quadrant (Altishin)	-	-	-	551,696	-	551,696	-	Complete	551,696	(551,696)	-100.0%	n/a	100.0%	
SW	98-746-c	New Neighborhood Park - SW Quadrant (Hung easement for Roy Dancer Park)	-	-	-	60,006	-	60,006	-	Complete	60,006	(60,006)	-100.0%	n/a	100.0%	
SE	98-747	New Neighborhood Park - SE Quadrant (Cobb)	1,500,000	15,547	1,515,547	2,609,880	-	2,609,880	-	Complete	2,609,880	(1,094,333)	-72.2%	172.2%	100.0%	
NW	98-748	New Neighborhood Park (North Bethany) (McGettigan)	1,500,000	23,667	1,523,667	1,629,763	-	1,629,763	-	Complete	1,629,763	(106,096)	-7.0%	107.0%	100.0%	
UND	98-749	New Neighborhood Park - Undesignated	-	1,363	1,363	-	-	-	-	Reallocated	-	1,363	-100.0%	n/a	0.0%	
Sub-total New Neighborhood Parks			9,000,000	154,120	9,154,120	11,524,740	-	11,524,740	-		11,524,740	(2,370,620)	-25.9%	125.9%	100.0%	
UND	Authorized Use of Savings from New Community Park Land Acquisition Category		-	1,655,521	1,655,521	-	-	-	-	N/A	-	1,655,521	n/a	n/a	n/a	
UND	Authorized Use of Savings from Community Center / Community Park Land Acquisition Category		-	715,099	715,099	-	-	-	-	N/A	-	715,099	n/a	n/a	n/a	
Total New Neighborhood Parks			9,000,000	2,524,740	11,524,740	11,524,740	-	11,524,740	-		11,524,740	-	0.0%	100.0%	100.0%	
<u>New Community Park Development</u>																
SW	92-915	SW Quad Community Park & Athletic Field	7,711,500	343,963	8,055,463	10,233,512	287,307	10,520,819	-	Complete	10,529,125	(2,473,662)	-30.7%	130.6%	99.9%	
Sub-total New Community Park Development			7,711,500	343,963	8,055,463	10,233,512	287,307	10,520,819	-		10,529,125	(2,473,662)	-30.7%	130.6%	99.9%	
UND	Authorized use of savings from Bond Facility Rehabilitation category		-	1,300,000	1,300,000	-	-	-	-	N/A	-	1,300,000	n/a	n/a	n/a	
UND	Authorized use of savings from Bond Administration (Issuance) category		-	1,400,000	1,400,000	-	-	-	-	N/A	-	1,400,000	n/a	n/a	n/a	
UND	Outside Funding from Washington County / Metro Transferred from Community Center Land Acquisition		-	384,251	384,251	-	-	-	-	N/A	-	384,251	n/a	n/a	n/a	
Total New Community Park Development			7,711,500	3,428,214	11,139,714	10,233,512	287,307	10,520,819	-		10,529,125	610,589	5.5%	94.4%	99.9%	

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 4/1/18

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 17/18	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget		
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
Community Center Land Acquisition															
UND	98-884-a	Community Center / Community Park (SW Quadrant) (Hulse/BSD/Engel)	5,000,000	105,974	5,105,974	1,654,847	-	1,654,847	-	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%
Sub-total Community Center Land Acquisition			5,000,000	105,974	5,105,974	4,006,624	-	4,006,624	-		4,006,624	1,099,350	21.5%	78.5%	100.0%
UND		Outside Funding from Washington County Transferred to New Community Park Development	-	(176,000)	(176,000)	-	-	-	-	N/A	-	(176,000)	n/a	n/a	n/a
UND		Outside Funding from Metro Transferred to New Community Park Development	-	(208,251)	(208,251)	-	-	-	-	N/A	-	(208,251)	n/a	n/a	n/a
UND		Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(715,099)	(715,099)	-	-	-	-	N/A	-	(715,099)	n/a	n/a	n/a
Total Community Center Land Acquisition			5,000,000	(993,376)	4,006,624	4,006,624	-	4,006,624	-		4,006,624	-	0.0%	100.0%	100.0%
Bond Administration Costs															
ADM		Debt Issuance Costs	1,393,000	(539,654)	853,346	68,142	-	68,142	-	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%
Sub-total Bond Administration Costs			1,450,000	1,316,607	2,766,607	504,372	-	504,372	37,325		541,697	2,224,910	80.4%	18.2%	93.1%
UND		Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(190,872)	(190,872)	-	-	-	-	N/A	-	(190,872)	n/a	n/a	n/a
UND		Authorized Use of Savings for New Neighborhood Parks Development Category	-	(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	-	(1,400,000)	(1,400,000)	-	-	-	-	N/A	-	(1,400,000)	n/a	n/a	n/a
UND		Authorized Use of Savings for ADA/Access Improvements Category	-	(189,890)	(189,890)	-	-	-	-	N/A	-	(189,890)	n/a	n/a	n/a
Total Bond Administration Costs			1,450,000	(637,330)	812,670	504,372	-	504,372	37,325		541,697	270,973	33.3%	62.1%	93.1%
Grand Total			100,000,000	4,037,817	104,037,817	86,999,112	863,032	87,862,144	17,022,151		104,888,801	(850,984)	-0.8%	84.5%	83.8%
			160,953												

THPRD Bond Capital Program
Funds Reprogramming Analysis - Based on Category Transfer Eligibility
As of 4/30/18

		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	125,211	
	Acquisition	-	
		<hr/>	
		125,211	
		<hr/>	
All Other			
	New Neighborhood Park Dev	-	
	Neighborhood Park Renov	(847,513)	
	New Community Park Dev	610,589	
	Community Park Renov	(1,090,841)	
	New Linear Parks and Trails	122,913	
	Athletic Field Development	(289,461)	
	Deferred Park Maint Replace	-	
	Facility Rehabilitation	226,124	
	ADA	-	
	Facility Expansion	21,021	
	Bond Admin Costs	270,973	
		<hr/>	
		(976,195)	
		<hr/>	
	Grand Total	(850,984)	
		<hr/> <hr/>	



MEMORANDUM

Date: May 15, 2018
 To: Board of Directors
 From: Keith Hobson, Director of Business and Facilities
 Re: **System Development Charge Report for March, 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 March 2018.

Type of Dwelling Unit	Current SDC per Type of Dwelling Unit
Single Family	\$10,800.00 with 1.6% discount = \$10,627.20
Multi-family	\$8,619.00 with 1.6% discount = \$8,481.10
Accessory Dwelling	\$6,152.00 with 1.6% discount = \$6,053.57
Non-residential	\$360.00 with 1.6% discount = \$354.24

<u>City of Beaverton Collection of SDCs</u>		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
2,984	Single Family Units	\$9,341,151.55	\$236,636.55	\$9,577,788.10
15	Single Family Units at \$489.09	\$7,336.35	\$221.45	\$7,557.80
2,502	Multi-family Units	\$8,419,694.40	\$162,144.36	\$8,581,838.76
0	Less Multi-family Credits	(\$52,194.87)	(\$229.36)	(\$52,424.23)
280	Non-residential	\$922,231.03	\$22,249.11	\$944,480.14
5,781		\$18,638,218.46	\$421,022.11	\$19,059,240.57

<u>Washington County Collection of SDCs</u>		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
9,282	Single Family Units	\$39,334,034.88	\$776,998.78	\$40,111,033.67
-300	Less Credits	(\$623,548.98)	(\$19,285.02)	(\$642,834.00)
3,243	Multi-family Units	\$11,111,890.13	\$218,332.52	\$11,330,222.65
-24	Less Credits	(\$47,323.24)	(\$1,463.61)	(\$48,786.85)
3	Accessory Dwelling Units	\$18,086.33	\$137.61	\$18,223.94
160	Non-residential	\$1,569,430.51	\$30,851.83	\$1,600,282.34
12,364		\$51,362,569.63	\$1,005,572.11	\$52,368,141.75

<u>Recap by Agency</u>	<u>Percent</u>	<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
5,781	City of Beaverton	\$18,638,218.46	\$421,022.11	\$19,059,240.57
12,364	Washington County	\$51,362,569.63	\$1,005,572.11	\$52,368,141.75
18,145		\$70,000,788.09	\$1,426,594.22	\$71,427,382.32

System Development Charge Report, March 2018

<u>Recap by Dwelling</u>	<u>Single Family</u>	<u>Multi-Family</u>	<u>ADU</u>	<u>Non-Resident</u>	<u>Total</u>
City of Beaverton	2,999	2,502	0	280	5,781
Washington County	<u>8,982</u>	<u>3,219</u>	<u>3</u>	<u>160</u>	<u>12,364</u>
	<u>11,981</u>	<u>5,721</u>	<u>3</u>	<u>440</u>	<u>18,145</u>

Total Receipts to Date **\$70,000,788.09**

Total Payments to Date

Refunds	(\$2,066,073.93)	
Administrative Costs	(\$18.65)	
Project Costs -- Development	(\$28,285,387.97)	
<u>Project Costs -- Land Acquisition</u>	<u>(\$27,955,479.32)</u>	<u>(\$58,306,959.87)</u>
		<u>\$11,693,828.22</u>

<u>Recap by Month, FY 2017/18</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Interest</u>	<u>SDC Fund Total</u>
through June 2017	\$60,526,031.83	(\$52,907,409.41)	\$2,308,678.69	\$9,927,301.11
July	\$326,030.78	(\$1,724,188.90)	\$13,386.01	(\$1,384,772.11)
August	\$2,775,889.56	(\$65,767.06)	\$13,311.94	\$2,723,434.44
September	\$381,907.57	(\$51,518.51)	\$14,010.03	\$344,399.09
October	\$327,259.13	(\$1,056,428.63)	\$17,361.85	(\$711,807.65)
November	\$795,114.29	(\$164,720.44)	\$14,799.52	\$645,193.37
December	\$1,608,253.02	(\$61,001.41)	\$15,461.97	\$1,562,713.58
January	\$1,174,874.34	(\$2,059,288.42)	\$17,824.14	(\$866,589.94)
February	\$1,046,415.09	(\$27,079.19)	\$19,803.11	\$1,039,139.01
March	\$1,039,012.48	(\$189,557.90)	\$21,151.38	\$870,605.96
April	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$70,000,788.09</u>	<u>(\$58,306,959.87)</u>	<u>\$2,455,788.64</u>	<u>\$14,149,616.86</u>

<u>Recap by Month, by Unit</u>	<u>Single Family</u>	<u>Multi-Family</u>	<u>Non-Residential</u>	<u>ADU</u>	<u>Total Units</u>
through June 2017	11,575	5,232	427	0	17,234
July	27	0	2	0	29
August	60	230	4	0	294
September	28	0	2	0	30
October	28	0	0	1	29
November	52	20	0	0	72
December	51	93	2	2	148
January	49	63	1	0	113
February	55	42	2	0	99
March	56	41	0	0	97
April	0	0	0	0	0
May	0	0	0	0	0
June	0	0	0	0	0
	<u>11,981</u>	<u>5,721</u>	<u>440</u>	<u>3</u>	<u>18,145</u>

Projected SDC beginning cash balance per FY18 budget was \$11,177,928. Actual beginning balance was \$9,704,412
 Budgeted receipts for FY18 are \$10,937,757.

Tualatin Hills Park & Recreation District: Connecting People, Parks and Nature

Sign up for summer fun starting April 21; plant sale is set for April 28

by Bob Wayt

Online and phone registration for THPRD's summer classes, camps and activities will be open to in-district residents starting April 21 from 8 am to 6 pm.

Patrons registering by computer for the first time must establish an online account in advance at www.thprd.org/activities. Those registering by phone should call 503-439-9400 April 21-24 (after April 24, call any park district center or the Administration Office at 503-645-6433).

Registrants should have class information, a valid THPRD residency card, and a credit or debit card when they enroll. Questions can be directed in advance to 503-645-6433.

THPRD will again offer, on a limited basis, Spanish language assistance during phone-in

registration for classes and programs. The service will be available April 21.

For residents living outside the Tualatin Hills district, online and phone registration will begin April 23 at 8 am.

Class descriptions and schedules, along with registration instructions and forms, are in THPRD's 2018 summer activities guide. The book was mailed in late March to each household within park district boundaries and is available online at www.thprd.org. Extra printed copies are at THPRD centers, the Administration Office, and certain community sites, including Beaverton-area libraries.

Native Plant Sale is April 28

THPRD's annual Spring Native Plant Sale is Saturday, April 28, from 10 am to 2 pm at the Tualatin Hills Nature Center, 15655



THPRD once again plans a wide range of summer activities for children and adults alike. That includes pool time at Somerset West Swim Center and Raleigh Swim Center from June to September. Summer registration begins April 21.

SW Millikan Way, Beaverton. Admission is free.

"Come talk with our staff and volunteers to pick the right plant for the right spot in your garden," said Karen Munday, program

coordinator at the Nature Center. "Plus you can browse information from local organizations to learn more about what you can do to augment your soil, save water and reduce pesticides in your garden."

A small selection of native plants – including trilliums and other early-blooming wildflowers – will be available at the Nature Center in the days leading up to the plant sale during normal business hours (8:30 am to 5 pm on weekdays and 9 am to 5 pm on weekends).

The Tualatin Hills Nature Center hosts education and recreation programs for children, adults and families – including summer camps – throughout the year. For more information about the plant sale or other THPRD nature programs, call 503-629-6350.



**Congratulations to
Jessica Yu
and all the
amazing kids.**

**At THPRD, we
share your
passion for family,
education and
service to
community.**



TUALATIN HILLS
PARK & RECREATION DISTRICT

www.thprd.org
503-645-6433

CULTURE & COMMUNITY

Parks district offers neighborhood events

For a second summer, the Tualatin Hills Park & Recreation District presents a series of free Fitness in the Park and Walk With Me events, designed to bring high-quality health and wellness opportunities — the same kind patrons get at THPRD facilities — to neighborhoods.

The Fitness in the Park series will feature 55-minute workout classes in selected parks three times per week from June 2 to July 26.

Walk With Me sessions will be offered from June 6 to July 18 and consist of guided, two- and three-mile walks on district trails.

A full schedule is available at www.thprd.org/fitness-in-the-park. All fitness levels are welcome and no registration is required.

Parks agency is finalist for nationwide honors

The American Academy for Park and Recreation Administration and the National Recreation and Park Association have announced that the Tualatin Hills Park & Recreation District is among the finalists for a 2018 National Gold Medal Award for Excellence in Park and Recreation Management.

It's the third consecutive finalist selection for the parks agency.

The listing is based on "excellence in parks and recreation through long-range planning, resource management, volunteerism, environmental stewardship, program development, professional develop-

ment and agency recognition."

Only six agencies nationwide will earn the gold medal in 2018. Five of the winners will be chosen based on population and the sixth will be awarded for armed forces recreation. THPRD is in the category of agencies serving 150,001 to 400,000 people.

Last fall, THPRD also earned accreditation from NRPA's Commission for Accreditation of Park and Recreation Agencies, an honor held by fewer than 2 percent of agencies in the nation. The others are Arlington County, Va.; Arlington, Texas; and Tampa, Fla.

"This is one more indication that what we are doing to serve our patrons is consistent with the very best park and recreation agencies in the U.S.," said Ali Kavianian, THPRD board president.

Winners in each population category will be announced during the NRPA's annual conference in Indianapolis Sept. 25 to 27.

Tualatin Hills Park & Recreation District: Connecting People, Parks and Nature

Fitness in the Park, Walk with Me, updated trails map...all are free from THPRD

by Bob Wayt

In the summer of 2017, THPRD introduced a series of free Fitness in the Park and Walk with Me events. They were designed to bring high-quality health and wellness opportunities – the same kind residents get at THPRD facilities – to neighborhoods.

Response was positive, so the district is bringing the events back in 2018, at the same nice price.

The Fitness in the Park series will feature 55-minute workout classes in selected parks three times a week from June 2 to July 26. Walk with Me sessions will be offered from June 6 to July 18 and consist of guided walks of 2-3 miles using district trails.

A full schedule is available at <http://www.thprd.org/fitness-in-the-park>. All fitness levels are welcome and no registration is required.



THPRD's free Fitness in the Park series is returning for a second year, starting June 2. Each workout lasts 55 minutes and is led by a park district instructor.

“By connecting people to our beautiful parks, we are providing a safe place for them to exercise and learn about THPRD programs,” said Doug Menke, park district general manager. “It’s another extension of our goal to provide access for all.”

Free trails map available

THPRD has updated its popular nature and trails map to help users find parks and natural areas and

walk, run, ride and roll across the 50-square-mile district.

The handy foldout features a large map of THPRD’s entire service area. It displays the district’s growing trails network by surface type and shows bike lanes, rail lines, parks, natural areas and greenways, and park district facilities.

It also includes information on nature classes, wildlife watching, nature play sites, THPRD dog parks, and much more.

Printed copies are available – for free – at all THPRD centers and the Administration Office, Beaverton-area libraries, the Beaverton Area Chamber of Commerce, and the Washington County Visitors Association.

Users will also find the map at thprd.org/trailsmap. For more information, call the Tualatin Hills Nature Center at 503-629-6350.

