



Administration Office
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**Board of Directors Regular Meeting
Tuesday, December 10, 2019**

**4:30 pm Work Session
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. [Work Session: System Development Charge Methodology Update: Policy Framework](#)
2. Executive Session*
 - A. Legal
 - B. Land
3. Call Regular Meeting to Order
4. Action Resulting from Executive Session
5. Audience Time**
6. Board Time
 - A. Committee Liaisons Update
7. Consent Agenda***
 - A. [Approve: Minutes of November 12, 2019 Regular Board Meeting](#)
 - B. [Approve: Monthly Bills](#)
 - C. [Approve: Monthly Financial Statements](#)
 - D. [Approve: System Development Charge 5-Year Capital Improvement Plan](#)
 - E. [Approve: Resolution Authorizing Application for Community Development Block Grant for Somerset West Park](#)
 - F. [Approve: Resolution Appointing Advisory Committee Members](#)
 - G. [Approve: Resolution Appointing Budget Committee Members](#)
8. Unfinished Business
 - A. [Information: General Manager's Report](#)
9. New Business
 - A. [Review: Amending District Compiled Policies Chapter 5 to Change Public Contract Rules](#)
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. * 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.

Free childcare during the meeting is available at the Athletic Center. To reserve a spot, please contact Dayna Dixon at 503-619-3861 or ddixon@thprd.org (or, contact the Athletic Center at 503-629-6330). 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: December 5, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **Information Regarding the December 10, 2019 Board of Directors Meeting**

Agenda Item #1 – Work Session: System Development Charge Methodology Update: Policy Framework

Jeannine Rustad, Planning Manager, and consultant Deb Galardi will be in attendance at your work session to provide potential options and data availability for creating the System Development Charge Methodology Update policy framework.

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 November 12, 2019 Regular Board Meeting](#)
- B. [Approve: Monthly Bills](#)
- C. [Approve: Monthly Financial Statements](#)
- D. [Approve: System Development Charge 5-Year Capital Improvement Plan](#)
- E. [Approve: Resolution Authorizing Application for Community Development Block Grant for Somerset West Park](#)
- F. [Approve: Resolution Appointing Advisory Committee Members](#)
- G. [Approve: Resolution Appointing Budget Committee Members](#)

Agenda Item #8 – Unfinished Business

A. General Manager's Report

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

Agenda Item #9 – New Business

A. Amending District Compiled Policies Chapter 5 to Change Public Contract Rules

Attached please find a memo presenting proposed amendments to the District Public Contract Rules contained in Chapter 5 of the District Compiled Policies (DCP 5). Keith Hobson, Director of Business & Facilities, and Lori Baker, Chief Financial Officer, will be at your meeting to provide an overview of the memo and to answer any questions the board may have.

Other Packet Enclosures

- Management Report to the Board
(will be provided at the meeting)
- [Monthly Capital Report](#)
- [Monthly Bond Capital Report](#)
- [System Development Charge Report](#)



MEMO

DATE: November 21, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **System Development Charge Methodology Update: Policy Framework**

Jeannine Rustad, Planning Manager, and consultant Deb Galardi will be in attendance at the December 10 work session to provide potential options and data availability for creating the policy framework for the following issues:

1. Affordable housing incentives – approaches to granting system development charge (SDC) credits and waivers
2. Residential fee structure – options for scaling system development charge fees
3. SDC-funded level of service

Staff will present white papers on these policy issues for the board's consideration and discussion. The policy framework will guide the update of the system development charge methodology, to be undertaken between January and August 2020.



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

A meeting of the Tualatin Hills Park & Recreation District Board of Directors was held on Tuesday, November 12, 2019, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Work Session 5 pm; Executive Session 6 pm; Regular Meeting 7 pm.

Present:

Felicita Montebianco	President/Director
Tya Ping	Secretary/Director
Heidi Edwards	Director
Ashley Hartmeier-Prigg	Director
Doug Menke	General Manager

Absent:

Wendy Kroger	Secretary Pro-Tempore/Director
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Agenda Item #1 – Work Session

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Felicita Montebianco on Tuesday, November 12, 2019, at 5 pm.

A. Partnership with Washington County

Keith Hobson, Director of Business & Facilities; Aisha Panas, Director of Park & Recreation Services; Holly Thompson, Communications Director; Jeannine Rustad, Planning Manager; and, Mark Pierce, Security Operations Manager, provided a detailed overview of the various aspects of THPRD's partnership with Washington County via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- Washington County & THPRD work together in the following ways:
 - Business & Facilities
 - Planning
 - Urban Service Agreement
 - System Development Charge (SDC) fee collection
 - Land acquisition for parks and trails
 - Funding for trails
 - Facilitating contacts with corporate property owners
 - Park & Recreation Services
 - Partner in Public Health Award
 - Participation in events, such as Party in the Park and Fiesta en el Parque
 - Communications
 - Community engagement
 - Security Operations
 - Emergency management

Staff offered to answer any questions the board may have.

Ashley Hartmeier-Prigg inquired about the SDC collection process.

- ✓ Jeannine described the process, noting that Washington County collects the district's SDC fees for development taking place within unincorporated Washington County, and that the county provides those payments to the district monthly along with a list of the properties for which the fees were collected.
- ✓ Keith added that the county charges a fee to THPRD of 1.6% of the total amount collected, but that this is a good value given that the credit card fees alone would offset that amount charged.

Ashley asked for additional information regarding the circumstances for which Washington County Sheriff would patrol on district property.

- ✓ Mark replied that the district has requested additional Washington County Sheriff surveillance when experiencing consistent issues such as vandalism and unauthorized camping at particular locations.

Heidi Edwards inquired what the board members can do to help with relationship building between the two agencies.

- ✓ General Manager Doug Menke described past instances where board members have been called upon to meet with county commissioners when specific development issues arise in order to help facilitate conversations between the district, county and developers. Serving as an additional communication channel between the county and THPRD is appreciated.
- ✓ Holly added that encouraging the county to hold events at THPRD facilities, such as the recent State of the County held at Conestoga Recreation & Aquatic Center, is another way to strengthen the partnership.

President Montebianco referenced the substantial number of community events that those within the City of Beaverton enjoy, and asked if THPRD has a willing partner in Washington County in order to be able to offer some level of community events for the unincorporated area, as well.

- ✓ Holly described a proposal in the process of being developed in partnership with the Tualatin Hills Park Foundation that would include expanded funding for culturally-specific programming by way of seed money that would be granted to community-based organizations in order to produce such events.

B. Partnership with City of Beaverton

Keith Hobson, Director of Business & Facilities; Aisha Panas, Director of Park & Recreation Services; Holly Thompson, Communications Director; Jeannine Rustad, Planning Manager; and, Mark Pierce, Security Operations Manager, provided a detailed overview of the various aspects of THPRD's partnership with the City of Beaverton via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- The City of Beaverton & THPRD work together in the following ways:
 - Business & Facilities
 - Maintenance/sharing of resources
 - Urban Service Agreement
 - System Development Charge (SDC) fee collection
 - Land acquisition
 - Affordable housing
 - Park & Recreation Services
 - Partnered on 16 different events in 2019
 - Communications
 - Safe Parking program
 - Severe weather shelter

- Community engagement
- Public information
- Equity and inclusion programs and events
- Security Operations
 - Park Patrol works with Beaverton Police Department

Staff offered to answer any questions the board may have.

Tya Ping asked if THPRD participates in yearly drills with the Beaverton Police Department for various emergency scenarios.

- ✓ Mark replied that the intent is to hold a parent reunification drill annually.
- ✓ Heidi referenced a drill Portland Community College Rock Creek Campus participates in with the Washington County Sheriff's office.

Ashley asked for additional information regarding the Safe Parking program, noting that she supports the district's participation in this program as there is a great need for such opportunities.

- ✓ Holly provided a detailed overview of the City of Beaverton's Safe Parking program, for which THPRD is currently its only partner. Three parking spaces are being provided by the district located at the Fanno Creek Service Center as a one-year pilot project. She noted that the next Safe Parking site is expected to come online in January/February and will be at the church next to the Elsie Stuhr Center, which could potentially cause some confusion as to who is authorizing the parking; however, it is the church's property. She stated that the district is proud to be the city's first partner in this program and suggested that the best way to continue to move it forward is to share the district's story about its participation and the lack of complaints received in order to encourage more community involvement, noting that there is a waiting list for parking spaces.
- ✓ Mark added that Park Patrol carries information about the Safe Parking program to distribute to those that they come in contact with who appear to be living in their cars.

Agenda Item #2 – Executive Session (A) Legal (B) Land

President Montebalanco 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.

The Executive Session is held under authority of ORS 192.660(2) (e) & (h).

President Montebalanco 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 #3 – Call Regular Meeting to Order

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Felicita Montebalanco on Tuesday, November 12, 2019, at 7 pm.

Agenda Item #4 – Action Resulting from Executive Session

There was no action resulting from Executive Session.

Agenda Item #5 – Proclamation: National Native American Heritage Month

The board members read into the record a proclamation that THPRD declares the month of November 2019 as National Native American Heritage Month.

Agenda Item #6 – Audience Time

Ken Ratterree, 794 NW Pebblestone Lane, Beaverton, is before the THPRD Board of Directors this evening as chair of the district's Parks & Facilities Advisory Committee. He described the committee's work on reviewing additional opportunities for off-leash dog facilities within the district, noting that the committee took into consideration a variety of different suggestions and viewpoints, and that extensive public outreach was conducted. The committee is looking forward to the new off-leash dog run opening soon at Jackie Husen Park.

Irene Neale, 12120 SW 5th Street, Beaverton, is before the THPRD Board of Directors this evening to advocate for the foot care needs of Beaverton's seniors. She noted that these services were previously provided at the Elsie Stuhr Center, but were discontinued about four years ago. As a registered nurse providing foot care to the elderly, she can attest to the importance of such services, noting that while most private health companies have stopped providing these services, every other city in the area provides these services for their seniors except Beaverton. She has spoken with the Beaverton Committee on Aging about this need, but they did not show any interest in discussing it further. She requested that THPRD resume the provision of these important services and offered to be a resource for the district, noting that she has many ideas and suggestions.

Agenda Item #7 – Board Time

Tya Ping provided the following updates and comments during board time:

- The recent joint advisory committees meeting focused on opportunities for off-leash dog facilities within the district as well as the addition of welcome signage at district facilities.
- The Programs & Events Advisory Committee is currently focused on recruitment of new members, including youth recruitment.

Heidi Edwards provided the following updates and comments during board time:

- The Nature & Trails Advisory Committee is focused on committee member recruitment efforts, including youth members.
- The Tualatin Hills Park Foundation (THPF) is also focused on recruiting new members, as well as moving forward with its Corporate Sponsorship Task Force, and a full board of trustees meeting taking place next week.
- Attended a Meet the Funders event, along with Eileen Kravetz, THPF Executive Director, and district staff, which provided networking opportunities in relation to various funding opportunities.
- Attended the grand reopening event for Cedar Hills Park along with the other board members, noting that she was impressed by the scope of this significant project, as well as the district's partnership with the Beaverton School District at this site.

Ashley Hartmeier-Prigg provided the following updates and comments during board time:

- Toured the district's new Chehalem Elementary afterschool program along with Wendy Kroger and district staff.
- The next Audit Committee meeting is being rescheduled to early December.
- Appreciated the theme of access in this month's district newsletter and is grateful for staff's continued attention on the careful consideration of the habitat at Fanno Creek.

President Montebianco provided the following updates and comments during board time:

- Referenced the recent joint board meeting with Beaverton School District, noting that she is hopeful it will be the beginning of fruitful conversations between the two agencies.
- Announced an intent to move the board's regularly scheduled board meetings from Tuesdays to Wednesdays starting July 1, 2020, in the interest of the district's partnership with the City of Beaverton, which also meets on Tuesday evenings.

- Heidi commented on the need to ensure that the district's board meetings do not conflict with the district's advisory committee meetings, which are commonly held on Wednesdays, as well.
- Tya noted that Wednesday evenings tend to be more difficult for her work schedule, but that she can plan ahead with advanced notice of meeting dates. Thursdays would be more convenient for her schedule.
- Referenced the board's previous discussions regarding a potential change to the board's stipend practice, noting that as the district moves toward the start of the budget planning process for FY 2020/21, it would be helpful to understand if there is board concurrence that the funding for a change in stipend practice should come from within the board's existing budget or whether an increase to the board's budget should be considered. She noted her preference of working within the board's existing budget by considering changes to the funding currently allocated for board travel opportunities.
 - Tya expressed support for considering any changes within the board's existing budget.
 - Heidi expressed agreement as well, noting that any increase should be within reason and that there should be a cap.
 - President Montebianco commented that the board's future discussion regarding the particulars of a stipend increase will be in-depth, but that the determination of staying within the existing board budget will help staff as they move into the upcoming budget planning process.

Agenda Item #8 – Consent Agenda

Ashley Hartmeier-Prigg moved that the board of directors approve consent agenda items (A) Minutes of October 8, 2019 Regular Board Meeting, (B) Minutes of October 22, 2019 Board Retreat, (C) Monthly Bills, (D) Monthly Financial Statement, (E) Authorization to Execute Lease, and (F) Resolution Authorizing the Transfer of Appropriated Funds Within the 2019-20 System Development Charges Fund Budget. Tya Ping seconded the motion. Roll call proceeded as follows:

Heidi Edwards	Yes
Tya Ping	Yes
Ashley Hartmeier-Prigg	Yes
Felicita Montebianco	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #9 – Unfinished Business

A. Visioning Process

General Manager Doug Menke introduced Jaspreet Chahal, Community Engagement Specialist, to provide an update regarding the district's Community Visioning process currently underway.

Jaspreet, along with two Visioning Task Force (VTF) members, Rachel Gowland and Shreya Jain, provided a detailed overview of the recently-completed Outreach & Engagement phase of the Community Visioning project via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- Community Visioning Project Phase 2: Outreach & Engagement
 - June - October 2019
- Visioning Task Force
 - Consisted of 13 people reflecting the rich diversity of THPRD
 - Each member committed to attending at least ten community events
 - Goal was to reach between 8,000 and 10,000 people by fall
 - Members trained to actively engage and connect with people

- Conducted community outreach and partnered with community-based organizations
- Engagement tools included:
 - In-person engagement
 - Comment drop boxes
 - Online open house
 - THPRD employee engagement
 - Focus groups with Unite Oregon
 - Youth engagement at nine Beaverton School District schools and nine THRIVE and Afterschool programs
- Outreach Results
 - VTF members attended 117 events and meetings
 - Over 10,000 people were spoken to
 - Over 12,000 ideas were collected
- Visioning Goal Areas
 - Welcoming and Inclusive
 - Play for Everyone
 - Preserving Natural Spaces
 - Accessible and Safe
- Community Visioning Project Phase 3: Action Teams
 - Four teams, one for each goal area
 - 13-15 members per team, consisting of THPRD board members, advisory committee members, VTF members, district staff and partners
 - Action team meetings will be held in November and December
- Community Visioning Project Phase 4: Community Review
 - January - March 2020
- Community Visioning Project Phase 5: Vision Report
 - May 2020

Jaspreet introduced the additional VTF members in the audience this evening and offered to answer any questions the board may have.

The board members thanked the VTF members and district staff for their dedication to the Community Visioning outreach and engagement process, noting that the result is a true testament to volunteerism and that the diversity reflected on the committee allowed the district to gain access to a wide variety of communities. The board is dedicated to carrying this project forward and is excited to embark upon the next steps and asks that the VTF help hold them accountable.

General Manager Doug Menke reflected on the different types of responses typically received from the community when volunteers are conducting the outreach instead of staff, and also commended district staff for approaching the project with a goal of not influencing the outcome.

Comments were made by the VTF members regarding their favorite suggestions received from the public, including a suggestion for a labyrinth by a persistent community member, as well as the comments from those in retirement homes and schools as being thoughtful and unique. The VTF members expressed appreciation for the public's participation and honesty in this process.

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:

- Grant Program Update
 - Cindy Dauer, Grant Specialist, provided a detailed overview of the district's Grant Program via a PowerPoint presentation, a copy of which was entered into the

record. Additional information on the district's grant efforts, including background information on the district's grant strategy, active grants currently being pursued, and grant plan worksheets were distributed as handouts, copies of which were also entered into the record.

Doug offered to answer any questions the board may have.

Tya Ping asked whether most of the grants pursued by the district recur annually or are new opportunities that need to be researched and found.

- ✓ Cindy replied that some grants are anticipated annually, such as the larger grants offered at the state level for capital projects, whereas grants geared toward the funding of programs can represent multi-year formats and new opportunities. The large majority of the district's historical success in grant funding has been for capital projects.

President Montebianco commented that she is excited to see the district's grant program grow and encouraged district staff to use the board as a resource when needed.

Ashley Hartmeier-Prigg referenced the board's work session discussion earlier this evening regarding the district's support of granting funds to community-specific organizations in order to run events.

Agenda Item #10 – New Business

A. System Development Charge Methodology Update: Policy Framework Issues

Keith Hobson, Director of Business & Facilities, introduced Jeannine Rustad, Planning Manager, and Deb Galardi, Principal with Galardi Rothstein Group, the district's System Development Charge (SDC) Methodology Update consultant, to present policy framework issues for consideration by the board to be addressed in the upcoming methodology update. Keith explained that the discussion being requested by the board this evening is not intended to be a substantive discussion on the merits of each policy area, but rather is intended to provide the framework on the policies to be considered. The methodology update timeline calls for a board work session discussion on these policy areas in December and in order to gather the necessary information for this discussion, confirmation is needed that all of the right areas have been covered. While staff will attempt to capture data necessary for the December policy discussions, we will also be asking the board to provide direction at the work session that allows us to move forward with the methodology discussion without knowing all of the financial impacts. Direction can be adjusted later on, once fiscal impacts are known, but the number of iterations of the methodology prepared needs to be limited. Having the policy discussion at the beginning of the project will help guide the preparation of the methodology.

Jeannine provided a detailed overview of the proposed policy framework issues via a PowerPoint presentation, a copy of which was entered into the record, and which included the following areas for the board's consideration:

- Affordable Housing
 - How to maintain incentives for including public space in exchange for SDC credits.
 - Amount of waivers (i.e., full or partial)
 - Should the amount of SDC waivers be scaled and tied to eligible renters' income level?
 - Should additional waivers be provided if the project includes public space?
 - Backfill requirements
 - Should the anticipated number of affordable housing units be removed from the methodology?
 - Should the cost of SDC waivers be spread across for-profit housing?

- How long must the unit(s) for which fees are waived remain affordable?
- Should eligibility be restricted to non-profit affordable housing developers or should it include for-profit developers?
- **Scaling Fees**
 - Under the current methodology, housing is broken down into categories of single-family, multi-family, senior housing and accessory dwelling units.
 - Rates in these categories are the same, regardless of the size of the housing units.
 - Other agencies' SDC methodologies take into account the square footage and/or number of bedrooms of a dwelling unit to create a scale of SDC fee.
 - Staff is proposing investigating a scaled SDC rate approach to create a more equitable SDC fee.
- **Level of Service**
 - SDC fees are an equation of the cost of capacity-increasing capital projects per unit of growth that those projects will serve.
 - Decreasing the level of service in one or more categories could reduce the costs to be covered by SDCs and, thus, the SDC fee rate.
 - Should the district maintain its existing level of service? If not, what areas should be reduced?
 - What improvements should be considered for facilities such as recreation/aquatic centers? Expansion of existing facilities; or all or a portion of new facilities?

Jeannine concluded the presentation by providing a brief overview of the project timeline as well as the notifications provided to the affordable housing and development communities that the district's SDC Methodology is currently under review, and offered to answer any questions the board may have.

President Montebianco asked for confirmation that if the district changes its SDC Methodology, the backfill requirement would no longer apply.

- ✓ Jeannine confirmed this with the caveat that if the backfill requirement were removed, the district would still need to take into consideration how to provide for its 20-year capital improvement plan.

Affordable Housing

Tya Ping inquired whether the option of providing public space is feasible for most affordable housing developments.

- ✓ Jeannine replied that it wouldn't likely be feasible for every development, but that creativity on the part of THPRD will help, as will the district getting to the table earlier in the design process in order to start such conversations. However, these developments tend to be tight on space so it may not work for each one.
- ✓ Discussion occurred regarding Bend's affordable housing SDC fee waiver program which is a 100% waiver for up to 400 affordable units through December 31, 2022.
- ✓ Keith clarified that the discussion requested this evening is not to determine the final outcomes on these issues, but to confirm that there are no issues or sub-questions missing from the list that the board would like to see further considered, or specific information or calculations requested that would help the board make a decision.

President Montebianco stated that she is interested in the idea of a fee waiver cap, similar to what Bend has, noting that in her dream scenario there would be a specific dollar amount identified for SDC fee waivers where the district's level of service would not be impacted

Heidi Edwards commented that board member Wendy Kroger, who is absent from this evening's meeting, also has questions pertaining to this discussion that should be incorporated into the December work session information and/or discussion.

Felicita described a concept of being able to provide affordable housing developers with a menu, with the first tier being a partnership with THPRD in providing some form of public space in conjunction with their development, similar to the Community Partners for Affordable Housing Cedar Grove project. If public space cannot be accommodated due to feasibility or Department of Housing and Urban Development (HUD) restrictions, she would like to see other criteria established that would enable their participation in the waiver program. She believes affordable units should stay affordable for a really long time. She is unsure about limiting the district's SDC fee waiver program to only non-profit affordable housing developers as the need is so great, she is reluctant to close any doors.

Tya expressed agreement that affordable units need to remain affordable for a long time, noting that the district should have the ability to recoup some of the waived SDC fees if an affordable housing unit does not qualify as affordable in the future. This would also help incentivize that the unit stays affordable. She inquired whether there are a lot of for-profit affordable housing developers or whether it is a service mainly provided by non-profit developers.

- ✓ Keith replied that it depends on the level of affordability. Affordable housing for the most in-need is almost exclusively the realm of non-profit housing developers.

Tya asked, if the district were to determine that it only wished to work with non-profit affordable housing developers, would that decision shut the door on a lot of affordable housing being built?

- ✓ Jeannine replied that she does not believe it would be a significant impact. She described a recent for-profit development where 15 units out of over 200 were classified as affordable housing at the 85% average median income level.

President Montebianco commented that she has asked each board member to try to learn more about affordable housing between now and the December work session in order to help facilitate that discussion. While she leans toward limiting the district's work to non-profit affordable housing developers, she could change her mind with more education.

- ✓ Jeannine noted that she would do some additional research regarding for-profit affordable housing developers.

Tya described her overall goal to help promote affordable housing getting built that wouldn't otherwise be built without the district's SDC fee waiver, which seems contradictory in relation to for-profit affordable housing. She would support a delay in SDC fee collection for such for-profit developments, but wants to focus waivers on affordable housing opportunities that would not otherwise happen.

Ashley Hartmeier-Prigg expressed agreement with Tya's comments, noting that delaying SDC fee collections was one option she did not see provided in the presentation.

- ✓ Jeannine replied that what they have heard from affordable housing developers is that delaying the SDC fee collection until certificate of occupancy does not necessarily help them because they receive all of their financing up front; however, this might be a more helpful opportunity for for-profit affordable housing developers.

Felicita commented that she is open to partnership opportunities with for-profit affordable housing developers in terms of including public space within their developments.

General Manager Doug Menke suggested that the board have similar conversations with their peers, noting that while many of them do not have SDC fees, they do have development costs. Washington County has already made the determination that they will not waive their

transportation fees, but are exploring other ways to help. The concept of enabling affordable housing will be much more successful if other partner agencies join in.

Scaling Fees

Ashley commented that she is interested in the concept of fee scaling, but struggles with not wanting to negatively impact affordable housing opportunities for families.

Felicita stated that she is open to exploring this concept.

Heidi agreed that she would like to see additional information as well, but that Bend is a different demographic than THPRD and what works for them might not be appropriate for us. She is concerned about how a small house with five to six people living there might be impacted under such a structure.

- ✓ Jeannine noted that the City of Portland has four to five different scaling levels.
- ✓ Deb added that Clackamas County has also implemented this type of fee structure, which would be considered a better likeness to Washington County than Bend.

Level of Service

Ashley commented that she is open to learning more about this area, although it is a difficult concept in that the district is beloved by its community in part due to the level of service provided. She does not want to see what has happened to Portland Parks & Recreation happen to THPRD. However, there are a lot of layers in terms of what level of service means to the district, so there is room to explore that area further.

General Manager Doug Menke commented that it would be interesting to learn how other agencies are handling their capital improvement programs.

Keith commented that historically the district's SDC funding has been tied to funding the district's current level of service for new residential areas. While that is a worthwhile objective, the end result is that the district's SDC fees are high because development and land costs have also increased. The question being asked is whether it is acceptable to balance the scale by making a conscious choice to reduce the level of service or eliminate certain components from the capital improvement plan. It would be a policy deviation from what has been done in the past, but staff believes it is a worthwhile discussion.

Tya described that she would prefer that a set dollar amount be budgeted for affordable housing SDC fee waivers that would roll over to the next year if not used until the right project comes along. In order to determine how to distribute the waivers in an equitable and impactful manner, there needs to be a way to evaluate each project, not just issue fee waivers on a first come, first served basis, which might hinder some other more impactful project. She would like to see a more objective way to evaluate impact, such as by officially designating a desire to support multi-family affordable housing.

Heidi pondered how the board could speak to the public about the cause of affordable housing being tied to the district's mission. The association becomes clearer when an affordable housing development can include a public space component. She noted that the district's actions on this topic also serve as a point of leverage in the district's discussions with its partner agencies.

Ashley commented that the district can also lead in other ways besides funding, such as through partnerships and discussions with partner agencies. There is no singular answer to the issue of affordable housing.

General Manager Doug Menke noted that the ideal scenario is an affordable housing development that also creates public space, and creating a model by which the affordable housing developers can work with THPRD.

President Monteblanco noted that THPRD has been identified by some as a barrier to affordable housing and that the end goal is to work toward eliminating that barrier when possible while also being cognizant of the district's level of service.

B. System Development Charge 5-Year Capital Improvement Plan Update

Jeannine Rustad, Planning Manager, provided a detailed overview of the memo included within the board of directors' information packet presenting an update of the district's System Development Charge 5-year Capital Improvement Plan (SDC-CIP). Changes are being proposed to the SDC-CIP to break down the stages of park development (master planning, design and permitting, and construction) into three different years in order to better reflect the time it takes to move through these stages. Benefits of this change include appropriate funding in the year the stages occur, more accurately showing the timing of development stages, allowing a steady stream of projects, and expediting project delivery. Jeannine concluded by noting that no board action is being requested this evening; if the board approves of the approach used in the updated SDC-CIP, staff will present an updated SDC-CIP at the December 2019 board meeting for approval and use in the FY 2020/21 budgeting process. Jeannine offered to answer any questions the board may have.

The board members expressed agreement with the proposal as presented.

Discussion occurred regarding the history and merits of having the SDC-CIP defined in five-year increments.

Agenda Item #11 – Adjourn

There being no further business, the meeting was adjourned at 8:45 pm.

Felicita Monteblanco, President

Tya Ping, Secretary

Recording Secretary,
Jessica Collins

Check #	Check Date	Vendor Name	Check Amount
75080	10/3/2019	COMMUNITY NEWSPAPERS INC	1,561.00
75121	10/3/2019	CEDAR HOUSE MEDIA, LLC	1,800.00
ACH	10/30/2019	PENHOLLOW PROMOTIONS, LLC	4,878.00
		Advertising	\$ 8,239.00
74622	10/2/2019	FREEDOMPAY INC	1,239.12
		Bank Charges & Fees	\$ 1,239.12
ACH	10/9/2019	AKS ENGINEERING & FORESTRY, LLC	1,135.00
		Capital Outlay - ADA Projects	\$ 1,135.00
ACH	10/16/2019	MILLER NASH GRAHAM & DUNN LLP	3,192.00
		Capital Outlay - Bond - Land Acquisition	\$ 3,192.00
ACH	10/2/2019	ASH CREEK FOREST MANAGEMENT, LLC	2,554.98
ACH	10/2/2019	TREECOLOGY, INC.	5,232.50
308666	10/16/2019	DAVE HEIKES FARMS INC	49,000.00
ACH	10/16/2019	ASH CREEK FOREST MANAGEMENT, LLC	1,610.27
ACH	10/16/2019	NATIVE ECOSYSTEMS NW, LLC	17,595.35
ACH	10/23/2019	TREECOLOGY, INC.	5,205.25
ACH	10/30/2019	ASH CREEK FOREST MANAGEMENT, LLC	2,152.19
ACH	10/30/2019	TREECOLOGY, INC.	6,477.50
		Capital Outlay - Bond - Natural Resources Projects	\$ 89,828.04
74883	10/3/2019	CARLSON TESTING, INC.	3,608.00
ACH	10/16/2019	BRIAN C. JACKSON, ARCHITECT LLC	4,035.73
ACH	10/16/2019	MACKAY & SPOSITO, INC.	13,078.55
		Capital Outlay - Bond - New/Redevelop Community Parks	\$ 20,722.28
74829	10/3/2019	NORTHWEST TREE SPECIALISTS	1,300.00
		Capital Outlay - Bond - New/Redevelop Neighborhood Parks	\$ 1,300.00
ACH	10/2/2019	3J CONSULTING, INC	1,959.17
ACH	10/23/2019	3J CONSULTING, INC	2,316.58
		Capital Outlay - Bridges/Bdwks-3 sites	\$ 4,275.75
308534	10/2/2019	DIAMOND LOCK & SECURITY	1,297.20
		Capital Outlay - Building Improvements	\$ 1,297.20
308535	10/2/2019	FARLEY GROUP, INC., THE	4,500.00
74632	10/3/2019	HOME DEPOT CREDIT SERVICES	93.52
74666	10/3/2019	PLATT ELECTRIC SUPPLY	153.64
74911	10/3/2019	DICK'S COLOR CENTER	817.40
75050	10/3/2019	POOL & SPA HOUSE INC	13,824.07
308577	10/9/2019	ARCTIC SHEET METAL INC	2,683.00
308579	10/9/2019	CLEAN WATER SERVICES	1,075.00
308617	10/9/2019	POWER DISTRIBUTORS, LLC	1,342.65
308621	10/9/2019	TOM STEVENS BOILER REPAIR INC.	11,745.00
308624	10/9/2019	UNITED RENTALS INC	8,605.75
308715	10/23/2019	2KG CONTRACTORS, INC.	42,488.75
ACH	10/30/2019	DAIKIN APPLIED AMERICAS, INC.	3,820.00
		Capital Outlay - Building Replacements	\$ 91,148.78

Check #	Check Date	Vendor Name	Check Amount
308706	10/23/2019	PETERSON MACHINERY CO	12,799.28
308756	10/30/2019	NORTHSIDE TRUCKS & EQUIPMENT	41,245.94
		Capital Outlay - Fleet Capital Replacement	\$ 54,045.22
ACH	10/16/2019	DELL MARKETING L.P.	42,015.81
ACH	10/23/2019	CDW GOVERNMENT INC	16,476.37
		Capital Outlay - Information Technology Replacement	\$ 58,492.18
ACH	10/2/2019	GOODFELLOW BROS., INC.	202,000.00
74924	10/3/2019	IMPACT SIGN COMPANY	65.00
		Capital Outlay - Park & Trail Improvements	\$ 202,065.00
74771	10/3/2019	EWING IRRIGATION PRODUCTS INC	772.33
		Capital Outlay - Park & Trail Replacements	\$ 772.33
308532	10/2/2019	DANEAL CONSTRUCTION INC	52,250.00
308533	10/2/2019	DAY APPRAISAL COMPANY LLC	4,800.00
ACH	10/2/2019	GOODFELLOW BROS., INC.	136,224.90
74729	10/3/2019	TUALATIN VALLEY WATER DISTRICT	12,439.00
74883	10/3/2019	CARLSON TESTING, INC.	729.00
74924	10/3/2019	IMPACT SIGN COMPANY	720.00
308578	10/9/2019	CHAMPOEG NURSERY, INC.	1,500.00
308664	10/16/2019	CHICAGO TITLE COMPANY OF OREGON	5,250.00
308665	10/16/2019	DANEAL CONSTRUCTION INC	60,686.00
308687	10/16/2019	WESTERN WOOD STRUCTURES, INC.	14,800.00
ACH	10/16/2019	GOODFELLOW BROS., INC.	123,176.26
ACH	10/16/2019	LYDA EXCAVATING, INC.	158,388.75
ACH	10/16/2019	MILLER NASH GRAHAM & DUNN LLP	27,488.44
ACH	10/23/2019	3 KINGS ENVIRONMENTAL	2,843.07
ACH	10/30/2019	MACKAY & SPOSITO, INC.	4,826.15
		Capital Outlay - SDC - Park Development/Improvement	\$ 606,121.57
ACH	10/2/2019	HOBSON, KEITH	1,203.37
74737	10/3/2019	ORPA	330.00
75100	10/3/2019	SHERATON HOTELS	2,054.75
308618	10/9/2019	RANKIN, JIM B	1,269.92
ACH	10/9/2019	MENKE, DOUGLAS	2,699.48
		Conferences	\$ 7,557.52
75002	10/3/2019	DAS STATE PROCUREMENT OFFICE	2,000.00
308619	10/9/2019	SPECIAL DISTRICTS ASSOCIATION OF OREGON	4,125.00
		Dues & Memberships	\$ 6,125.00
308511	10/2/2019	PORTLAND GENERAL ELECTRIC	19,268.81
308616	10/9/2019	PORTLAND GENERAL ELECTRIC	2,571.39
308679	10/16/2019	PORTLAND GENERAL ELECTRIC	1,466.08
308707	10/23/2019	PORTLAND GENERAL ELECTRIC	26,180.90
ACH	10/23/2019	PGE (CLEAN WIND)	1,867.08
308758	10/30/2019	PORTLAND GENERAL ELECTRIC	13,285.45
		Electricity	\$ 64,639.71

Check #	Check Date	Vendor Name	Check Amount
308499	10/1/2019	KAISER FOUNDATION HEALTH PLAN	292,781.20
308500	10/1/2019	MODA HEALTH PLAN INC	29,124.78
308569	10/3/2019	Standard Insurance Co.	14,015.21
308655	10/15/2019	STANDARD INSURANCE COMPANY	337,268.58
308767	10/31/2019	KAISER FOUNDATION HEALTH PLAN	243,284.13
308769	10/31/2019	MODA HEALTH PLAN INC	24,967.97
308774	10/31/2019	UNUM LIFE INSURANCE - LTC	2,291.70
ACH	10/31/2019	KAISER FOUNDATION HEALTH PLAN	3,302.71
		Employee Benefits	\$ 947,036.28
308501	10/1/2019	STANDARD INSURANCE COMPANY	41,879.91
308568	10/3/2019	PACIFICSOURCE ADMINISTRATORS, INC.	12,306.20
ACH	10/3/2019	THPRD - EMPLOYEE ASSOCIATION	9,311.88
308654	10/15/2019	PACIFICSOURCE ADMINISTRATORS, INC.	3,872.06
308656	10/15/2019	STANDARD INSURANCE COMPANY	33,968.08
ACH	10/15/2019	Massachusetts Mutual Life Insurance Company	15,374.40
ACH	10/15/2019	Oregon Department of Justice	1,212.53
308771	10/31/2019	PACIFICSOURCE ADMINISTRATORS, INC.	10,935.73
ACH	10/31/2019	Massachusetts Mutual Life Insurance Company	14,851.38
ACH	10/31/2019	Oregon Department of Justice	1,576.60
		Employee Deductions	\$ 145,288.77
74628	10/2/2019	NW NATURAL	2,102.10
308505	10/2/2019	NW NATURAL	4,463.85
308670	10/16/2019	NW NATURAL	2,419.65
308728	10/23/2019	NW NATURAL	10,267.62
308747	10/30/2019	NW NATURAL	10,072.46
		Heat	\$ 29,325.68
308680	10/16/2019	RIVER DRIFTERS WHITEWATER, INC.	1,285.00
		Instructional Services	\$ 1,285.00
308513	10/2/2019	SPECIAL DISTRICTS ASSOCIATION OF OREGON	95,339.42
308520	10/2/2019	WEST MEYER FENCE	2,698.10
308556	10/2/2019	SPECIAL DISTRICTS ASSOCIATION OF OREGON	123,748.66
308683	10/16/2019	SPECIAL DISTRICTS ASSOCIATION OF OREGON	3,399.32
308716	10/23/2019	BROWN & BROWN NORTHWEST	38,180.00
		Insurance	\$ 263,365.50
74623	10/2/2019	GUARANTEED PEST CONTROL SERVICE CO INC	4,294.00
74626	10/2/2019	WASTE MANAGEMENT OF OREGON	2,005.89
308514	10/2/2019	STANLEY STEEMER INTNATIONAL, INC.	2,497.50
308541	10/2/2019	IRS ENVIRONMENTAL OF PORTLAND, INC.	1,160.00
74637	10/3/2019	BEAVERTON AUTO PARTS	802.62
74639	10/3/2019	AMAZON.COM	86.59
74644	10/3/2019	STARK STREET LAWN & GARDEN WEST	575.18
74658	10/3/2019	GUARANTEED PEST CONTROL SERVICE CO INC	857.50
74661	10/3/2019	REXIUS FOREST BY-PRODUCTS, INC	1,968.00
74694	10/3/2019	UNITED SITE SERVICES	11,090.75
74829	10/3/2019	NORTHWEST TREE SPECIALISTS	7,260.00
74871	10/3/2019	CANTEL SWEEPING	1,239.00
75199	10/3/2019	TURF STAR INC	1,531.71

Check #	Check Date	Vendor Name	Check Amount
308685	10/16/2019	STONE EDGE LANDSCAPE CURBING, LLC	2,271.50
308708	10/23/2019	SAFE SIDEWALKS LLC	2,613.01
308720	10/23/2019	FARLEY GROUP, INC., THE	15,804.72
ACH	10/23/2019	JOHNSON CONTROLS FIRE PROTECTION, LP	663.90
ACH	10/30/2019	NORTHWEST TREE SPECIALISTS	4,549.50
ACH	10/30/2019	WALTER E NELSON COMPANY	1,207.87
		Maintenance Services	\$ 62,479.24
74553	10/2/2019	STAPLES BUSINESS ADVANTAGE	3,493.92
ACH	10/2/2019	WALTER E NELSON COMPANY	2,338.85
74632	10/3/2019	HOME DEPOT CREDIT SERVICES	1,771.48
74634	10/3/2019	FASTENAL COMPANY	3,631.49
74639	10/3/2019	AMAZON.COM	816.84
74644	10/3/2019	STARK STREET LAWN & GARDEN WEST	32.00
74645	10/3/2019	FRED MEYER CUSTOMER CHARGES	81.88
74661	10/3/2019	REXIUS FOREST BY-PRODUCTS, INC	2,700.00
74666	10/3/2019	PLATT ELECTRIC SUPPLY	974.99
74670	10/3/2019	HYDER GRAPHICS	1,805.00
74683	10/3/2019	GRAINGER	1,169.74
74687	10/3/2019	AIR GAS NORPAC INC	12,722.99
74688	10/3/2019	THE HOME DEPOT PRO	1,089.64
74744	10/3/2019	STEP FORWARD ACTIVITIES, INC.	2,725.20
74761	10/3/2019	FERGUSON ENTERPRISES, INC	77.78
74763	10/3/2019	PARR LUMBER CO	1,474.94
74771	10/3/2019	EWING IRRIGATION PRODUCTS INC	4,413.61
74825	10/3/2019	VALLEY ATHLETICS	1,118.40
74829	10/3/2019	NORTHWEST TREE SPECIALISTS	1,705.00
74881	10/3/2019	OFFICE DEPOT INC	69.63
74911	10/3/2019	DICK'S COLOR CENTER	822.92
74924	10/3/2019	IMPACT SIGN COMPANY	176.25
74998	10/3/2019	VALLEY ATHLETICS	1,118.40
75033	10/3/2019	BELNICK, INC.	529.04
75050	10/3/2019	POOL & SPA HOUSE INC	5,969.07
75131	10/3/2019	BELSON OUTDOORS, LLC	4,389.80
308578	10/9/2019	CHAMPOEG NURSERY, INC.	3,040.00
ACH	10/9/2019	WALTER E NELSON COMPANY	3,164.16
308678	10/16/2019	PACIFIC NW NATIVES, LLC	2,768.00
ACH	10/16/2019	WALTER E NELSON COMPANY	1,077.50
308721	10/23/2019	FAZIO BROTHERS SAND & GRAVEL	1,753.38
308759	10/30/2019	PURE WATER AQUATICS	2,246.48
ACH	10/30/2019	WALTER E NELSON COMPANY	6,212.19
		Maintenance Supplies	\$ 77,480.57
74552	10/2/2019	RICOH USA, INC.	3,005.63
74621	10/2/2019	AT&T MOBILITY	172.92
74633	10/3/2019	SMART FOODSERVICE WAREHOUSE STORES	39.84
74639	10/3/2019	AMAZON.COM	1,082.18
74645	10/3/2019	FRED MEYER CUSTOMER CHARGES	328.77
74881	10/3/2019	OFFICE DEPOT INC	2,222.71
		Office Supplies	\$ 6,852.05

Check #	Check Date	Vendor Name	Check Amount
ACH	10/2/2019	HOBSON, KEITH	461.74
		Other Travel	\$ 461.74
308517	10/2/2019	THPRD - PETTY CASH	4,000.00
		Petty Cash - Fall Festival	\$ 4,000.00
ACH	10/2/2019	DAS STATE PROCUREMENT OFFICE	1,305.13
74924	10/3/2019	IMPACT SIGN COMPANY	250.00
ACH	10/16/2019	B & B PRINT SOURCE	1,904.33
		Printing & Publication	\$ 3,459.46
308502	10/2/2019	MARK SHERMAN CONSULTING LLC	1,466.00
ACH	10/2/2019	COOK SECURITY GROUP	3,437.00
74824	10/3/2019	GRAPHIC INFORMATION SYSTEMS INC	483.00
308568	10/3/2019	PACIFICSOURCE ADMINISTRATORS, INC.	910.00
308623	10/9/2019	UNITE OREGON	5,400.00
ACH	10/16/2019	JLA PUBLIC INVOLVEMENT	2,110.72
ACH	10/16/2019	MILLER NASH GRAHAM & DUNN LLP	5,962.00
308743	10/30/2019	FAMILY PROMISE OF BEAVERTON	1,000.00
308771	10/31/2019	PACIFICSOURCE ADMINISTRATORS, INC.	910.00
		Professional Services	\$ 21,678.72
74552	10/2/2019	RICOH USA, INC.	272.83
74623	10/2/2019	GUARANTEED PEST CONTROL SERVICE CO INC	134.00
308509	10/2/2019	PILCHER HEALTH AND BODYWORKS	6,179.25
ACH	10/2/2019	CDW GOVERNMENT INC	6,780.50
74632	10/3/2019	HOME DEPOT CREDIT SERVICES	877.80
74633	10/3/2019	SMART FOODSERVICE WAREHOUSE STORES	2,739.01
74634	10/3/2019	FASTENAL COMPANY	434.42
74639	10/3/2019	AMAZON.COM	5,244.72
74645	10/3/2019	FRED MEYER CUSTOMER CHARGES	761.47
74666	10/3/2019	PLATT ELECTRIC SUPPLY	135.00
74673	10/3/2019	AMERICAN RED CROSS HEALTH & SAFETY SERVICES	990.00
74717	10/3/2019	DISCOUNT SCHOOL SUPPLY	1,541.54
74761	10/3/2019	FERGUSON ENTERPRISES, INC	6,319.80
74824	10/3/2019	GRAPHIC INFORMATION SYSTEMS INC	673.50
74862	10/3/2019	DELL MARKETING L.P.	3,316.39
74881	10/3/2019	OFFICE DEPOT INC	805.13
74980	10/3/2019	EASTBAY, INC.	1,169.58
75033	10/3/2019	BELNICK, INC.	657.63
308615	10/9/2019	PLAY-WELL TEKNOLOGIES	4,200.00
308658	10/16/2019	BEAVERTON SCHOOL DISTRICT #48	20,262.60
ACH	10/30/2019	OREGON FENCING ALLIANCE	2,000.00
ACH	10/30/2019	PENHOLLOW PROMOTIONS, LLC	894.00
		Program Supplies	\$ 66,389.17
74626	10/2/2019	WASTE MANAGEMENT OF OREGON	7,400.19
74627	10/2/2019	PRIDE DISPOSAL COMPANY	1,039.95
		Refuse Services	\$ 8,440.14
74552	10/2/2019	RICOH USA, INC.	3,176.84
74632	10/3/2019	HOME DEPOT CREDIT SERVICES	102.65

Check #	Check Date	Vendor Name	Check Amount
74694	10/3/2019	UNITED SITE SERVICES	464.20
		Rental Equipment	\$ 3,743.69
74639	10/3/2019	AMAZON.COM	359.94
74881	10/3/2019	OFFICE DEPOT INC	394.73
		Small Furniture & Equipment	\$ 754.67
308537	10/2/2019	GRUNOW, KYLIE	1,500.00
ACH	10/2/2019	SMITH DAWSON & ANDREWS	3,000.00
74632	10/3/2019	HOME DEPOT CREDIT SERVICES	27.36
74658	10/3/2019	GUARANTEED PEST CONTROL SERVICE CO INC	145.00
75030	10/3/2019	AVERTIUM, LLC	2,000.00
75166	10/3/2019	GOVERNMENT FINANCE OFFICERS ASSOCIATION	1,125.00
ACH	10/9/2019	STEW DODGE	3,312.50
308667	10/16/2019	ELEVATE TECHNOLOGY GROUP	2,925.00
308719	10/23/2019	EDWARDS ENTERPRISES	2,310.00
ACH	10/23/2019	JOHNSON CONTROLS FIRE PROTECTION, LP	2,629.00
308744	10/30/2019	GRUNOW, KYLIE	1,500.00
ACH	10/30/2019	COOK SECURITY GROUP	1,129.70
		Technical Services	\$ 21,603.56
308515	10/2/2019	STATE, JEFFREY	1,662.50
74673	10/3/2019	AMERICAN RED CROSS HEALTH & SAFETY SERVICES	114.00
74707	10/3/2019	BEAVERTON AREA CHAMBER OF COMMERCE	1,590.00
74737	10/3/2019	ORPA	1,800.00
		Technical Training	\$ 5,166.50
74621	10/2/2019	AT&T MOBILITY	9,158.68
74624	10/2/2019	VERIZON WIRELESS	1,354.36
ACH	10/23/2019	ALLSTREAM BUSINESS US	5,223.76
		Telecommunications	\$ 15,736.80
74626	10/2/2019	WASTE MANAGEMENT OF OREGON	1,027.40
		THPF - Event Cost	\$ 1,027.40
308760	10/30/2019	THP FOUNDATION	2,753.86
		THPF - Nature Store Sales & Donations	\$ 2,753.86
ACH	10/9/2019	OREGON DEPARTMENT OF STATE LANDS	4,146.00
		Unclaimed Property	\$ 4,146.00
74644	10/3/2019	STARK STREET LAWN & GARDEN WEST	881.60
		Vehicle & Equipment Services	\$ 881.60
308529	10/2/2019	CARSON OIL, INC.	2,998.93
74637	10/3/2019	BEAVERTON AUTO PARTS	227.76
308662	10/16/2019	CARSON OIL, INC.	3,335.76
308712	10/23/2019	TUALATIN VALLEY WATER DISTRICT	14,250.48
308717	10/23/2019	CARSON OIL, INC.	4,448.92
		Vehicle Gas & Oil	\$ 25,261.85
74476	10/1/2019	TUALATIN VALLEY WATER DISTRICT	1,379.42

Check #	Check Date	Vendor Name	Check Amount
74477	10/1/2019	TUALATIN VALLEY WATER DISTRICT	1,612.40
74478	10/1/2019	TUALATIN VALLEY WATER DISTRICT	1,647.25
74479	10/1/2019	TUALATIN VALLEY WATER DISTRICT	2,603.82
74480	10/1/2019	TUALATIN VALLEY WATER DISTRICT	2,982.81
74481	10/1/2019	TUALATIN VALLEY WATER DISTRICT	3,310.62
74482	10/1/2019	TUALATIN VALLEY WATER DISTRICT	17,790.87
74483	10/1/2019	TUALATIN VALLEY WATER DISTRICT	7,919.33
74516	10/1/2019	TUALATIN VALLEY WATER DISTRICT	5,606.72
74517	10/1/2019	TUALATIN VALLEY WATER DISTRICT	11,062.43
74518	10/1/2019	TUALATIN VALLEY WATER DISTRICT	3,779.35
74520	10/1/2019	TUALATIN VALLEY WATER DISTRICT	10,250.52
74521	10/1/2019	TUALATIN VALLEY WATER DISTRICT	3,850.71
74522	10/1/2019	TUALATIN VALLEY WATER DISTRICT	2,700.18
74525	10/1/2019	TUALATIN VALLEY WATER DISTRICT	1,061.15
74526	10/1/2019	TUALATIN VALLEY WATER DISTRICT	1,330.54
74527	10/1/2019	TUALATIN VALLEY WATER DISTRICT	1,374.55
74528	10/1/2019	TUALATIN VALLEY WATER DISTRICT	7,108.19
74529	10/1/2019	TUALATIN VALLEY WATER DISTRICT	1,540.50
74530	10/1/2019	TUALATIN VALLEY WATER DISTRICT	2,166.44
74531	10/1/2019	TUALATIN VALLEY WATER DISTRICT	3,027.76
74532	10/1/2019	TUALATIN VALLEY WATER DISTRICT	4,385.91
74542	10/1/2019	TUALATIN VALLEY WATER DISTRICT	1,205.25
74543	10/1/2019	TUALATIN VALLEY WATER DISTRICT	1,275.24
74544	10/1/2019	TUALATIN VALLEY WATER DISTRICT	1,882.00
74545	10/1/2019	TUALATIN VALLEY WATER DISTRICT	2,218.64
74546	10/1/2019	TUALATIN VALLEY WATER DISTRICT	2,708.93
74547	10/1/2019	TUALATIN VALLEY WATER DISTRICT	5,649.30
74549	10/1/2019	TUALATIN VALLEY WATER DISTRICT	3,194.97
74550	10/1/2019	WEST SLOPE WATER DISTRICT	2,221.21
74566	10/1/2019	BEAVERTON, CITY OF	4,054.26
74568	10/1/2019	BEAVERTON, CITY OF	1,341.07
74569	10/1/2019	BEAVERTON, CITY OF	1,097.84
74570	10/1/2019	BEAVERTON, CITY OF	2,084.87
74571	10/1/2019	BEAVERTON, CITY OF	1,879.67
74576	10/1/2019	BEAVERTON, CITY OF	2,193.83
74583	10/1/2019	BEAVERTON, CITY OF	1,726.16
74585	10/1/2019	BEAVERTON, CITY OF	4,846.61
74586	10/1/2019	BEAVERTON, CITY OF	1,047.25
74588	10/1/2019	BEAVERTON, CITY OF	1,258.49
74590	10/1/2019	BEAVERTON, CITY OF	2,652.59
74597	10/1/2019	BEAVERTON, CITY OF	2,136.49
74604	10/1/2019	BEAVERTON, CITY OF	1,629.89
74606	10/1/2019	BEAVERTON, CITY OF	1,701.17
74607	10/1/2019	BEAVERTON, CITY OF	3,653.89
74608	10/1/2019	BEAVERTON, CITY OF	1,967.48
74609	10/1/2019	BEAVERTON, CITY OF	2,515.18
74610	10/1/2019	BEAVERTON, CITY OF	1,354.33
74615	10/1/2019	BEAVERTON, CITY OF	9,179.00
74616	10/1/2019	BEAVERTON, CITY OF	1,939.92
		Water & Sewer	\$ 169,107.00
		Grand Total	\$ 3,109,920.95



Tualatin Hills Park & Recreation District

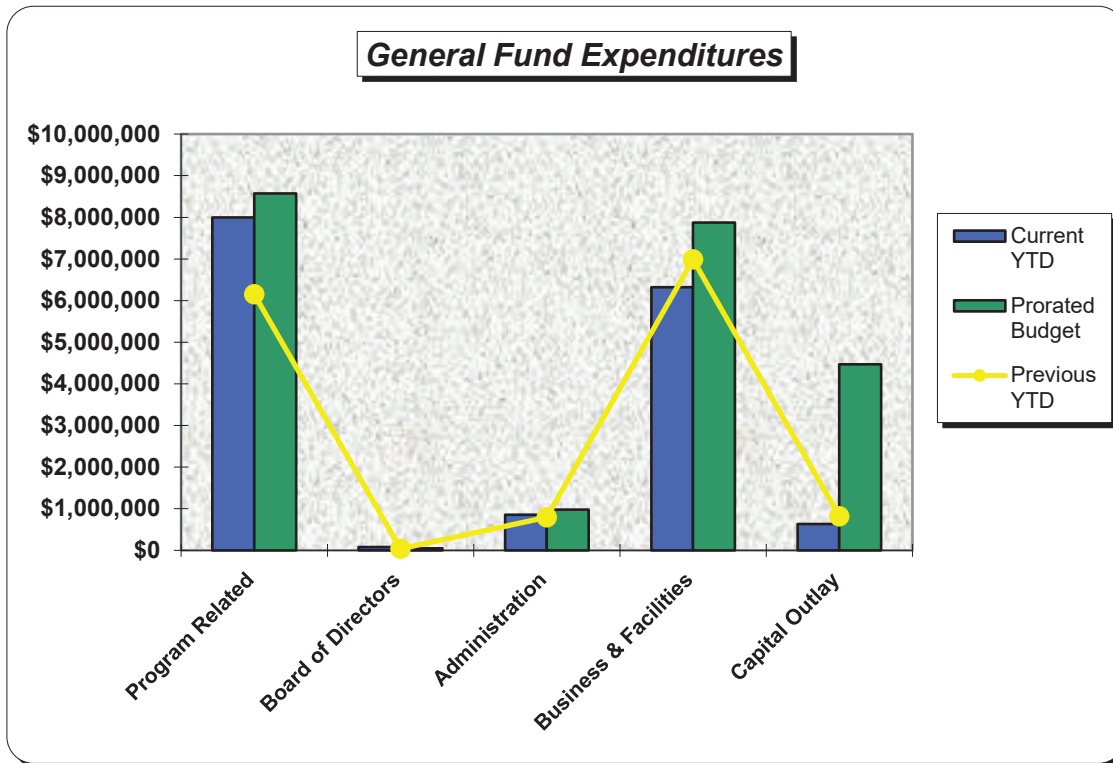
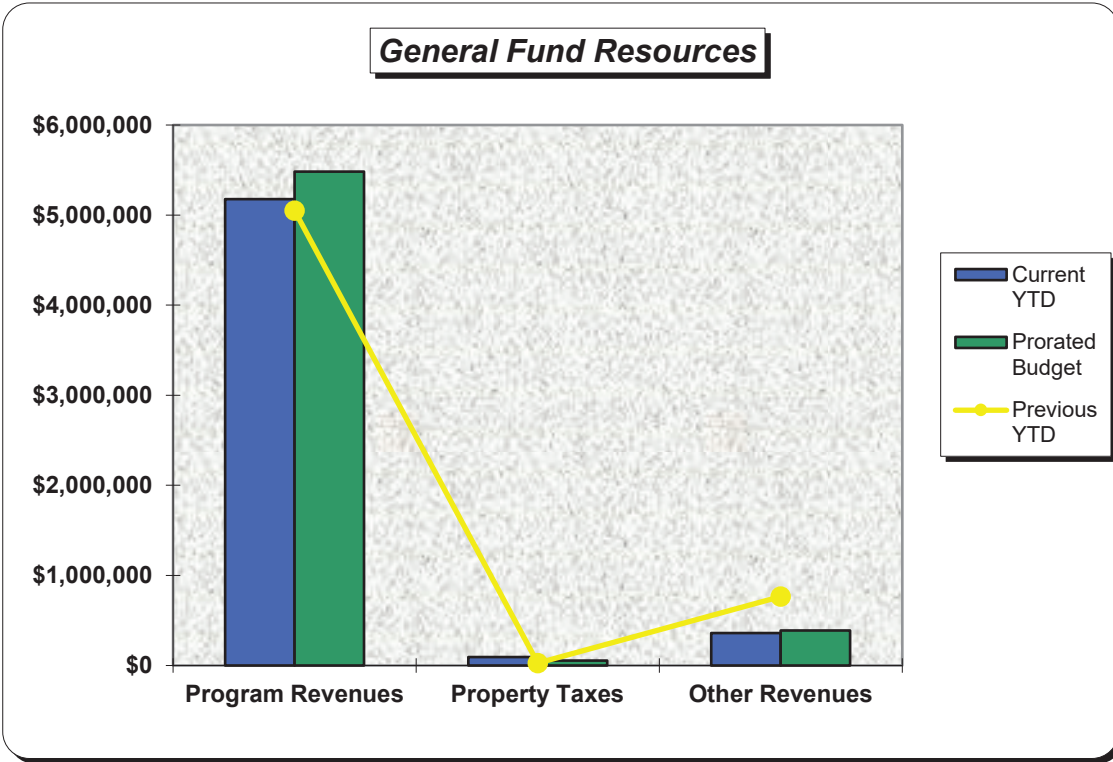
General Fund Financial Summary October, 2019

	ACTUAL		BUDGET		
	Current Month	Year to Date	Year to Date	% YTD Actual to Budget	Full Fiscal Year
Program Resources:					
Aquatic Centers	\$ 220,086	\$ 1,170,992	1,521,633	77.0%	\$ 3,819,780
Tennis Center	150,423	383,337	339,322	113.0%	1,208,172
Recreation Centers & Programs	330,383	2,691,784	2,732,849	98.5%	6,127,000
Sports Programs & Field Rentals	123,029	644,289	613,949	104.9%	1,911,530
Natural Resources	25,950	287,118	274,490	104.6%	524,924
Total Program Resources	849,872	5,177,521	5,482,244	94.4%	13,591,406
Other Resources:					
Property Taxes	37,312	92,119	53,516	172.1%	33,447,201
Interest Income	18,506	125,563	90,468	138.8%	590,000
Facility Rentals/Sponsorships	23,147	122,821	195,691	62.8%	928,110
Grants	5,206	9,206	9,206	100.0%	3,114,284
Miscellaneous Income	16,234	103,096	94,951	108.6%	400,000
Debt Proceeds	-	-	-	0.0%	8,000,000
Total Other Resources	100,405	452,805	443,832	102.0%	46,479,595
Total Resources	\$ 950,277	\$ 5,630,326	\$ 5,926,076	95.0%	\$ 60,071,001
Program Related Expenditures:					
Parks & Recreation Administration	61,008	244,361	250,599	97.5%	814,125
Aquatic Centers	367,020	1,679,181	1,785,396	94.1%	4,879,346
Tennis Center	134,814	460,193	492,591	93.4%	1,481,953
Recreation Centers	735,242	3,242,669	3,473,163	93.4%	9,009,218
Community Programs	54,429	236,053	330,958	71.3%	763,673
Athletic Center & Sports Programs	237,405	1,124,143	1,137,136	98.9%	2,997,369
Natural Resources & Trails	238,924	1,007,972	1,102,659	91.4%	3,055,937
Total Program Related Expenditures	1,828,842	7,994,572	8,572,502	93.3%	23,001,621
General Government Expenditures:					
Board of Directors	53,628	76,495	49,284	155.2%	267,956
Administration	241,572	855,721	981,219	87.2%	2,891,689
Business & Facilities	1,753,719	6,322,615	7,870,639	80.3%	22,853,208
Capital Outlay	83,391	631,046	4,470,082	14.1%	20,017,227
Contingency/Capital Replacement Reserve	-	-	-	0.0%	7,368,000
Total Other Expenditures:	2,132,310	7,885,877	13,371,224	59.0%	53,398,080
Total Expenditures	\$ 3,961,152	\$ 15,880,449	\$ 21,943,726	72.4%	\$ 76,399,701
Revenues over (under) Expenditures	\$ (3,010,875)	\$ (10,250,124)	\$ (16,017,650)	64.0%	\$ (16,328,700)
Beginning Cash on Hand		14,840,219	16,328,700	90.9%	16,328,700
Ending Cash on Hand		\$ 4,590,095	\$ 311,050	-1475.7%	\$ -

Tualatin Hills Park and Recreation District

General Fund Financial Summary

October, 2019





[7D]

MEMO

DATE: November 21, 2019
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **System Development Charge 5-Year Capital Improvement Plan Update**

Introduction

Staff are presenting an update of the district's system development charge 5-year capital improvement plan (SDC-CIP) for board approval and use in the FY 2020/21 budgeting. Staff are not requesting SDC funding for any of the projects at this time, but will use this list in preparing the proposed FY 2020/21 budget.

Background

The SDC-CIP has historically bundled together master planning, design and permitting, and construction into one line item, showing the full amount for all stages in the first of the three year process. The result is appropriation of full project cost in Year 1 and carrying over unused funding through subsequent years. In practice, these stages take place over three fiscal years. Bundling these stages together appropriates all funds in the first year, as well as creates an unrealistic expectation regarding the delivery of completed parks. It also delays funding for the initial stages until the funds are available for the full cost of development.

At the November 12, 2019 board meeting, staff presented an updated SDC-CIP showing the benefits of breaking down the development of parks into stages. Those benefits include appropriating funding in the year the stages occur, more accurately showing the timing of park development stages, allowing a steady stream of projects, and expediting project delivery.

Since the November meeting, staff updated the SDC-CIP (Exhibit A) as follows:

- Updated the revenue forecasts to reflect the actual 2019/2020 SDC rates (the forecast retains the 4% increase for future years)
- Included revenue forecast for fiscal year 2024/2025
- Allocated projects to fiscal year 2024/2025

In this revised version staff has also added project line items to reflect funding for land acquisition and development of parks in the downtown Beaverton core area. While the detail park planning for this area has not yet been completed, place-holder funding is necessary to ensure that the district can implement the plan once completed. This has not impacted any of the project timing shown in the SDC-CIP through FY 2023/24 as presented in November.

Proposal Request

Staff requests board approval of the attached updated System Development Charge Capital Improvement Plan project list. The SDC-CIP Project List will provide guidance in making project commitments through the annual budget process. The list is not intended to be considered a sequential list of projects to be funded, as other factors may impact the year in which a project

commitment is made. Staff will use the attached SDC-CIP in the development of the proposed FY 2020/21 budget.

Benefits of the Proposal

In addition to the benefits discussed at the November 12, 2019 board meeting – appropriating funding in the year the stages occur, more accurately showing the timing of development stages, allowing a steady stream of projects, and expediting project delivery – the updated SDC-CIP will be used in the FY 2020/21 budgeting process.

Potential Downside of the Proposal

There are no foreseeable downsides to the proposal.

Action Requested

Board of director's approval of the Five-year System Development Charge Capital Improvement Plan project list.

Fiscal Year	Project or Item Description	Total Cost		Annual Available Funding		Costs		Annual Available Funding		Costs		Annual Available Funding		Costs		Annual Available Funding		Costs		Annual Available Funding		Costs		
		Low Estimate	High Estimate	Low Estimate	High Estimate	Low Estimate	High Estimate	Low Estimate	High Estimate	Low Estimate	High Estimate	Low Estimate	High Estimate	Low Estimate	High Estimate	Low Estimate	High Estimate	Low Estimate	High Estimate	Low Estimate	High Estimate	Low Estimate	High Estimate	
	New Community Trail Design & Development S. Johnson Creek Trail #5**	700,000	850,000	(77,307,667)	(77,002,250)															700,000	850,000	(39,498,747)	(47,805,762)	
	New Regional Trail Design & Development - Westside Trail #15-#17**	800,000	1,100,000	(78,107,667)	(78,102,250)																800,000	1,100,000	(40,298,747)	(48,905,762)
	Design & Develop Natural Areas for Public Access - Lily K. Johnson Woods Natural Area	275,000	500,000	(78,382,667)	(78,602,250)																275,000	500,000	(40,573,747)	(49,405,762)
	New Neighborhood Park, Construction: SE-Q1 (Cobb)	7,653,084	9,181,625	(86,310,751)	(86,283,875)																7,653,084	9,181,625	(48,501,831)	(59,087,387)
	New Regional Trail Design & Development: Westside Trail #18**	2,884,000	3,100,600	(89,204,751)	(91,384,475)																2,884,000	3,100,600	(51,395,831)	(62,187,987)
	Design & Develop Synthetic Turf Field w/Lights - NE Quadrant	2,880,300	3,085,400	(92,085,051)	(94,469,875)																2,880,300	3,085,400	(54,278,131)	(65,273,387)
	Community Park Master Planning: NE-Q1 (Teufel)**	853,361	1,013,525	(92,938,412)	(95,483,400)																853,361	1,013,525	(65,129,492)	(66,286,912)
	Community Park Design & Development, Design & Permitting: NE-Q1 (Teufel)**	3,451,046	3,931,538	(96,389,457)	(99,414,938)																3,451,046	3,931,538	(68,580,538)	(70,218,450)
	Community Park Design & Development, Construction: NE-Q1 (Teufel)**	13,684,761	16,420,424	(110,074,218)	(115,835,362)																13,684,761	16,420,424	(72,265,299)	(86,838,875)
	New Community Park, Master Planning: SW-Q1 (Passageone)**	445,834	529,631	(110,520,152)	(118,384,993)																445,834	529,631	(72,711,233)	(87,168,506)
	New Community Park, Design & Permitting: SW-Q1 (Passageone)**	2,228,789	2,400,413	(112,748,921)	(118,765,405)																2,228,789	2,400,413	(74,840,002)	(89,568,918)
	New Community Park, Construction: SW-Q1 (Passageone)**	6,725,780	8,234,781	(119,474,701)	(127,000,186)																6,725,780	8,234,781	(81,665,781)	(97,800,659)
	New Neighborhood Park, Master Planning: NE-Q2 (NE Neighborhood Park)	308,097	365,523	(119,782,736)	(127,366,109)																308,097	365,523	(81,973,878)	(98,169,622)
	New Neighborhood Park, Design & Permitting: NE-Q2 (NE Neighborhood Park)	1,352,092	1,525,570	(121,134,890)	(128,891,679)																1,352,092	1,525,570	(83,325,970)	(99,695,192)
	New Neighborhood Park, Construction: NE-Q2 (NE Neighborhood Park)	4,834,621	5,822,304	(125,969,511)	(134,713,983)																4,834,621	5,822,304	(88,160,591)	(105,517,496)
	Subtotal Unfunded Projects	126,089,392	146,343,104			32,320,400	34,869,200			3,935,000	4,368,200									89,833,492	107,105,704			
	Total All Listed Projects	192,076,637	222,784,061			63,840,600	68,719,600			21,889,200	24,583,600			1,179,000	1,572,000					115,161,937	137,918,961			

**Recreation Costs for Trails are 40% of Total Estimated Cost
 ***Improvement/Development Costs for Trails are 40% of Total Estimated Project Cost
 ****Improvement/Development Costs for Community Parks are 75% of Total Estimated Project Cost



MEMO

DATE: November 21, 2019
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Resolution Authorizing Application for Community Development Block Grant for Somerset West Park**

Introduction

Washington County is accepting applications for the Community Development Block Grant (CDBG) program. Applications are due January 10, 2020. Staff are seeking approval of the resolution authorizing staff to submit a CDBG application not to exceed \$300,000 to support redevelopment of Somerset West Park.

Background

The CDBG program provides funds for public services, public facilities, and public infrastructure projects that benefit individuals with low and moderate income levels living in Washington County outside the cities of Beaverton and Hillsboro. Beaverton and Hillsboro manage their own CDBG programs and those funds are administered separately.

The redevelopment of Somerset West Park falls under the CDBG public facilities category, which has a minimum request of \$150,000 and no maximum request limit. The estimated funds available in this CDBG category for FY21 are approximately \$429,000. Somerset West is in census tract 315.11 of which approximately 58.87% of residents qualify as having low or moderate income.

Improvements planned for the Phase I redevelopment of Somerset West Park include an ADA-accessible nature-based playground, an enhanced linear trail, a new ADA-accessible loop trail, daylighting of an unnamed creek, wetland and drainage improvements, and native plantings.

The total estimated cost of Phase I development of the park's 2008 Bond Measure redevelopment project is \$1,950,000. Construction of Phase I will begin in summer 2020 and will be completed by winter 2021. Staff recommend submitting a grant application not to exceed \$300,000, which is 15.4% of the total Phase I construction cost. Additional funding for this project will come from the 2008 Bond Measure and other grants being sought.

Funding requests for public facility improvements through the CDBG program do not require a project sponsor match; however, during the evaluation process, more points are awarded to applications with a higher percentage match. Staff are recommending a minimum match of \$100,000.

The CDBG is an annual competitive grant process administered by the Washington County Office of Community Development and funded by the United States Department of Housing and Urban Development.

Proposal Request

Washington County is accepting applications for the Community Development Block Grant (CDBG) program. Applications are due January 10, 2020. Staff are seeking approval of the resolution authorizing staff to submit a CDBG application not to exceed \$300,000 to support redevelopment of Somerset West Park. Staff request board of directors' approval on the attached resolution authorizing staff to apply for this grant.

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

Benefits of Proposal

A successful CDBG grant award allows THPRD to begin redevelopment of the park as outlined in the master plan.

Potential Downside of Proposal

Since THPRD's match obligation is already a part of the park's redevelopment plan, there is no apparent downside to this proposal. If the grant is not awarded, THPRD will proceed with the redevelopment of the park without the grant funds.

Maintenance Impact

If the grant is awarded, it is anticipated there will be no further impact on maintenance above and beyond the impact reviewed and considered when the park's master plan was approved.

Action Requested

Board of directors' approval of Resolution 2019-16 authorizing application to Washington County CDBG program for enhancements at Somerset West Park.

RESOLUTION NO. 2019-16

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
TUALATIN HILLS PARK & RECREATION DISTRICT
AUTHORIZING APPLICATION TO THE WASHINGTON COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FOR ENHANCEMENTS AT SOMERSET WEST PARK

WHEREAS, federal funds are available through Washington County for the Community Development Block Grant (CBDG) program to improve public facilities including parks in low-income neighborhoods; and

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

WHEREAS, THPRD has identified improvements at THPRD's 6.15-acre Somerset West Park as a high priority; 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 ongoing operations and maintenance of this park and recreation facility should the grant funds be awarded; and

LET IT HEREBY BE RESOLVED BY THE BOARD OF DIRECTORS OF THE TUALATIN HILLS PARK & RECREATION DISTRICT IN BEAVERTON, OREGON, that:

Section 1: The Board of Directors demonstrates its support for and authorizes staff to submit a grant application to the Washington County CDBG program for improvements at Somerset West Park.

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 10th day of December 2019.

Felicit Montebianco, President

Tya Ping, Secretary

ATTEST:

Jessica Collins, Recording Secretary



MEMO

DATE: November 18, 2019
TO: Doug Menke, General Manager
FROM: Aisha Panas, Director of Park & Recreation Services

RE: **Resolution Appointing Advisory Committee Members**

Introduction

Staff requests board of director's appointment of 15 advisory committee members and one alternate to fill vacancies on the Nature & Trails, Parks & Facilities, and the Programs & Events advisory committees.

Background

Advisory committee members are appointed once per year. Staff went through an extensive outreach process, followed by a review of initial applications and in-person interviews. Twenty applications were submitted by the deadline. Committees have typically been composed of nine community members, a board liaison, and a THPRD staff liaison. To broaden community representation, an additional youth position was added to each committee, so up to 10 community members may participate.

Continuing and retiring committee members reviewed applications of in-district applicants and ranked them with an eye towards skills, interests, and diverse perspectives applicants could bring to the committees.

Proposal Request

There are six vacant positions plus a youth position available on the Nature & Trails advisory committee. Staff and committee members reviewed 14 total applications for relevant experience and a balance of interests, and interviewed 10 applicants. The committee recommends appointment of the following applicants for a two-year term:

1. Kathryn L. Brumbelow
2. Sridevi Kothandapani
3. Sherry Alison Rhea
4. Sheri Wantland
5. James Wright
6. Sam Scheerens
7. Grace Heassler (Youth Member)

There are three vacant positions plus a youth position available on the Parks & Facilities advisory committee. A total of six applications were forwarded to the committee, and interviews were held with all six applicants. Staff and committee members reviewed applications for relevant experience and a balance of interests, and recommend appointment of the following applicants for a two-year term:

1. Kristen Abele
2. Carl Nelson

3. Alaka Sarangdhar
4. Isha Ravuri (Youth Member)

There are three vacant positions plus a youth position available on the Programs & Events committee. Staff and committee members reviewed seven applications and invited six applicants for interviews; all but one participated. Applicants were evaluated for relevant experience and due to the quality of the applicants, the committee members requested that an alternate position be created in order to appoint all five interviewed applicants to the advisory committee. The alternate would attend all meetings, and would be appointed to any position that becomes vacant during their two-year term. The alternate may vote in the place of an absent committee member. The committee members recommend appointment of the following applicants for a two-year term:

1. Miguel Tendaro
2. Phoebe Diaz
3. Kush Khamesra (Youth Member)
4. Victor Li (Youth Member)
5. Riya Saripalli (Alternate/Youth Member)

Applications for the applicants recommended by each committee are attached.

Action Requested

Board of directors' approval of Resolution 2019-17, appointing advisory committee members.

RESOLUTION 2019-17
TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

**A RESOLUTION APPOINTING
ADVISORY COMMITTEE MEMBERS**

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

WHEREAS, each committee member shall be appointed by the Board for a two-year term expiring on December 31, 2021; and

WHEREAS, the selected committee members have demonstrated their interest and knowledge in the Committee's area of responsibility. Now, therefore

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

The Board of Directors approves the appointment of advisory committee members to the following committees:

Nature & Trails: Kathryn L. Brumbelow, Sridevi Kothandapani, Sherry Alison Rhea, Sheri Wantland, James Wright, Sam Scheerens, and Grace Heassler

Parks & Facilities: Kristen Abele, Carl Nelson, Alaka Sarangdhar, and Isha Ravuri

Programs & Events: Miguel Tendero, Phoebe Diaz, Kush Khamesra, and Victor Li. An alternate, Riya Saripalli, is also recommended for appointment.

Duly passed by the Board of Directors of the Tualatin Hills Park & Recreation District this 10th day of December 2019.

Felicita Montebianco, Board President

Tya Ping, Board Secretary

ATTEST:

Jessica Collins
Recording Secretary



Nature & Trails

#68

COMPLETE

Page 2: Background

Q1 Contact information:

Name	Kathryn L Brumbelow
Address	
City/Town	
State/Province	
ZIP/Postal Code	97008
Email Address	
Phone Number	

Q2 Check one box: **I am over 18 years of age**

Q3 What language should we contact you in? **English**

Q4 Gender: **Female**

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	1
Parks & Facilities	2
Programs & Events	3

Page 4: Advisory Committee Questions

#68

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

Our family has used the Beaverton Swim Center, Conestoga Recreation Center, and Cedar Hills Recreation Center frequently in the last four years. We also use parks nearly everyday. I think THPRD is doing a terrific job of making parks accessible and offering a variety of programs and has good instructors. I think the connectivity of parks could use some work and some maintenance along trails - like the Fanno Creek Waterway connecting Tigard and Beaverton underneath Scholls Ferry Road - need improvement in order to be usable throughout the year. I would also like to see better outreach to homeschooling families - a growing community in the area of which I belong.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

I have been involved in the establishment of a city park in Portland on a citizen's advisory board and have helped collect volunteers for a variety of projects in the last 10 years while being a stay-at-home mother and educator of four. I am a good negotiator and patient communicator and can help people hear one another's priorities better.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

I was the vice chair of the Multnomah Neighborhood Association when we lived in SW PDX about 6 or 7 years ago. I helped oversee different activities in the summer time and start up activities that improved connections among neighbors. I helped collaborate with a group of volunteers led by Lori Howell that led to the establishment of Spring Garden Park. I helped coordinate activities with the Capitol Hill library and the park - called story walks - when my children were younger. I led an event to clean blackberries from the park during an event establish by Portland Parks Foundation called Parke Diem. I facilitated neighborhood meetings with controversial topics in the neighborhood during the absence of the neighborhood chair.

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

I have a bachelor's degree in International Studies with a concentration and certification in TESOL. I have lived in another country for a year and a half while learning the language. I speak Romanian. I taught a class of recent immigrants in Canada as my practicum to become a certified ESL teacher. I have lived in this area most of my life but feel the diversity here is one of the greatest assets. I was even part of the cultural diversity committee in high school (I attended Hillsboro High school). The community always needs educational and job resources, and I believe that parks have a natural way of building communities around common interests - common activities or work assignments - that help people see beyond their physical and philosophical differences and foster greater and more inclusive participation. It's not as forced as many diversity awareness activities because our commonality is what actually needs to be established before we can communicate our differences. I think connecting trails and providing better opportunities for people to walk and bike safely to places of employment via trails is a great way to build our understanding of people who don't look or act like us. It also builds a pride of place that helps people talk about where they came from in a natural, not stilted sort of way.

Page 5: Demographic Survey (optional)

Q11 Occupation:


home educator

#78

COMPLETE

Page 2: Background

Q1 Contact information:

Name	SRIDEVI KOTHANDAPANI
Address	
Address 2	
City/Town	
State/Province	OR
ZIP/Postal Code	
Email Address	
Phone Number	

Q2 Check one box: **I am over 18 years of age**

Q3 What language should we contact you in? **English**

Q4 Gender: **Female**

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	1
Parks & Facilities	3
Programs & Events	2

Page 4: Advisory Committee Questions

#78

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

MY DAUGHTER ATTENDED MANY CLASSES MESSY LITTLE FINGERS, TOTS AND TWO, TINY TUMBLERS
I HAVE ATTENDED MANY EVENTS LIKE PARTY IN PARK IN SUMMER
I AM A VOLUNTEER IN THPRD AND ATTENDED ONE VOUNTEER ROGRAM AT THPRD Newt Day!

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

I am Mrs.Sridevi Dinesh, currently residing at Beaverton, OREGON, USA on H4 Visa from March 2018. I have completed my PhD in chemical engineering in 2017. My research is on wastewater engineering research with Bachelors and Masters of Technology in Biotechnology. I started doing volunteering with Clean Water services from December 2018. I have attended meetings, forest grove Fernhill centre, I have learnt the biodiversity of the Forest grove with respect to flora and fauna. I would ensure that, i will surely apply my knowledge of environmental research for your environmental education programs.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

I ensure here that I can converse effectively about the park facilities, programs to the visitors/park members in good language. Handling students and people, explaining the topics, supervising research students are considered to be my strength. I have a great interest in publishing articles. I have published 2 articles in Elsevier Journal. I am very good in summarizing the events and any issues in coherence.

2019 Advisory Committee Statement of Interest

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

Immediately reaching Beaverton, Oregon, and I was feeling home sick. I came to know about THPRD offering many classes for children, which is very near to my residence. I asked for vacancies for my daughter. Though, I didn't get any classes immediately, we were put on waitlist. Soon after a few days, THPRD staffs called us about the vacancy and enrolment of classes. That was really happy news as I suffered a lot in engaging my daughter. I and my daughter enjoyed all the classes and it was a great experience. From this experience, I would say that, THPRD is doing a great service for the community families. It is really a nice place where we can find sports, art, music, education, fitness at one place. One can spend their time very effectively in THPRD.

THPRD park is yet another spot where me and my friends plan for meeting out and make our kids to play in the park, slides, swings and have lunch.

I attended 2 summer's party in park in 2018 and 2019. I enjoyed the face painting, dance stages, stalls about animal hides, water stalls, puppet shows, inflated play stations, goodies for kids (which is the most lovely part of whole events), Sheriff Police spot (like taking pictures with Police, seeing the vehicles, fire truck).

Indian culture event was the recent event I attended which is a free event, there we enjoyed seeing the dance performances, rangoli stalls, mehendi stalls. I feel it is a great chance to engage our kids in expressing their talent and use the time in an effective manner. My daughter enjoyed at the mehendi and Rangoli stalls. This event indicates that THPRD is supporting the culture of people and help in developing and recreating community people. Wherever I see stalls, there will be craft stalls with supplies, which attract kids and they really change their restless mind whatever they were. Bubble spot too does the same. Children are really treated well and the time spent will be a valuable one.

We totally enjoy all the events of THPRD. The main attraction is most of the events are free event like party in park, big truck day, welcoming walk, Indian culture and so many.

And apart from these, I found that THPRD is establishing them in recreating the community people by putting stalls in other events I attended like Beaverton Night market, Egg hunt and so on.

I would really appreciate the efforts you take in giving the best in every event. We totally feel happy. The main advantage for kids is, we as parents are able to avoid the long screen time for kids.

Suggestions

From my experience, I wanted to share a suggestion, if you install name boards in trails and any directions it will be very helpful for new users.

Page 5: Demographic Survey (optional)

Q11 Occupation:

I am a homemaker. I engaged myself in learning new courses like environmental law and policy, blogging, marketing on social media. I also engaged my time in attending volunteer events in Clean water service and THPRD. As soon my daughter turns 3, I will be joining any opportunities I get.

#67

INCOMPLETE

Page 2: Background

Q1 Contact information:

Name	Sherry Alison Rhea
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	97007
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2 Check one box: **I am over 18 years of age**

Q3 What language should we contact you in? **English**

Q4 Gender: **Female**

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	1
Parks & Facilities	2
Programs & Events	3

Page 4: Advisory Committee Questions

#67

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment?

Respondent skipped this question

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

Respondent skipped this question

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

Respondent skipped this question

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

Respondent skipped this question

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

Respondent skipped this question

Page 5: Demographic Survey (optional)

Q11 Occupation:

Respondent skipped this question

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? Yes.

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see? I have used and currently use multiple THPRD facilities; currently and have in the past participated in various volunteer opportunities; and have supported THPRD bond measures via door knocking and spreading the word. For the past three years I have taken weekly walks at one of THPRD's magnificent nature parks. Currently I find myself at Cooper Mountain Nature Park and the Tualatin Hills Nature Park on a weekly basis; switching between the two every other week. Prior to my weekly visitations to Cooper Mountain Nature Park and Tualatin Hills Nature Park, I have taken advantage of visiting Greenway Park, Commonwealth Lake Park, Jenkins Estate, Hyland Woods Natural Area, the Westside Trail and the Fanno Creek Trail on a more sporadic basis; however, am familiar with these facilities and love them all. In addition to visiting THPRD's splendid natural areas, I have rented the wonderful covered picnic facilities at Mountain View Champions Park for a group gathering for the past two years. For the past three years I have also volunteer with the amphibian egg mass and turtle monitoring opportunities and will continue to do so until I cannot walk into the woods.

I think THPRD is doing an excellent job at maintaining, enhancing, and managing their natural areas and would like to see more natural areas under THPRD guardianship. I would also like to see expansion of any and all educational opportunities for landowners to live with nature as opposed to against it. This I believe THPRD is set up for and does to a limited extent. I would just like to see more of this. Especially getting access to natural areas for kids, and particularly kids of diverse backgrounds and cultures and access to people living with disabilities. I believe THPRD has been doing a fantastic job with these last two endeavors; however, I would like to see more access for all avenues.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee. I have been working in natural resources for the past 25 years and have an educational background that includes a BS in Geography and Geology and a MS in Hydrology/Hydrogeology. My professional experiences include wetlands, wetland regulatory issues, stream assessment, stormwater management, water quality, erosion control, and construction activities. I had the awesome opportunity to assist in the environmental compliance for the contractor installing the large diameter pipe on behalf of Clean Water Services within Tualatin Hills Nature Park a number of years ago (I think this is where my love for THPRD facilities sprouted). I have a unique mix of private and public work that has been on both the preservation and construction sides of activities within natural areas and find I have a knack for balancing the needs and issues of all stakeholders, including the natural environment. I also find I can see both side of complex issues and am a firm believer in balance. I am a native Oregonian and have spent a good majority of my adult life in the Beaverton/Forest Grove vicinity.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action. As a private consultant and contractor, I need to be able to take complex issues and relate them to whatever audience is in front of me. I also conduct trainings to certify construction personnel in erosion and sediment control, which entails taking com-

plex scientific and regulatory issues and relating them to the person wearing a hard hat and grading the site. My professional life has provided me countless opportunities to improve and master effective communication skills. Additionally, through the wetland regulatory aspect of my professional career, I have learned to effectively collaborate with entities on both side of the aisle, including developers and conservationists, with successful results.

One specific example of my ability to collaborate with differing stakeholders that comes to mind is from early in my professional career. I was working for the owner of a steel fabrication mill in Portland, Oregon that is located along the Columbia Slough. The facility owner desired to expand their facilities to accommodate economic growth in their industry, with the expansion plan necessitating the filling of approximately 3 acres of wetlands. I worked with the facility owner, state and federal regulatory personnel and the local watershed council to develop a wetland fill/mitigation plan that was approved by all stakeholders, while preserving a majority of the existing natural resources on site. From this early experience I learned that collaboration was the key to success, and that early involvement for all stakeholders netted a better result for all parties concerned. I continue to collaborate with all parties in my professional life.

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address? During my childhood I spent many summers on the Paiute Indian Reservation in Nixon, Nevada. During this time, I was introduced to the concept of barriers placed on persons based solely on skin color and socio-economic conditions. Later, my parents moved to Washington DC where I attended public school and was in the minority. These early experiences allowed me to view firsthand the ramifications of exclusion. Later in life I attended college as a single mother selecting a course of study that at the time was male dominated. I personally experienced bias and exclusion based solely on my gender. What I learned was the importance to accept and include all persons and value our differences. I am a firm believer of equality for all persons, no matter race, religion, gender, socioeconomic condition or disability. An attitude I carry into my current personal and professional life.

I am currently working with the City of Portland Prime Contractor Development Program (PCDP) to assist MWESB companies with contracting public-works projects. I have the pleasure of working with a diverse group of companies and assisting them with developing their skill sets so they can compete with the larger construction firms. I am enjoying this immensely and have found out that inclusion and equity are paramount to the success of our community, and human king in general.

#103

COMPLETE

Page 2: Background

Q1 Contact information:

Name	Sheri Wantland
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	97007
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2 Check one box: **I am over 18 years of age**

Q3 What language should we contact you in? **English**

Q4 Gender: **Female**

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	1
Parks & Facilities	3
Programs & Events	2

Page 4: Advisory Committee Questions

#103

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

My family has used THPRD programs, facilities and parks since moving to Oregon in 1980. We have participated in swimming, soccer, dance, yoga and pilates, art and music classes. We enjoy Big Truck Day, NEWT Day, cultural celebrations, and regularly visit the many parks within a short drive of home.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

As a retired communications and public participation professional who spent decades facilitating partnerships among the resource agencies, service districts, cities, counties, NGOs, and businesses in the Tualatin River Watershed, I have a solid understanding of the ever-evolving expectations of the community in regards to park districts and other service providers. As a member of the Nature and Trails Advisory Committee for the past two years, I have broadened my understanding of THPRD's mission and resources, and have helped other committee members appreciate the unique, effective partnerships in our area.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

THPRD "borrowed" me twice from my former employer, Clean Water Services, to facilitate strategic planning and to train senior staff on how to be effective community liaisons. In addition, I have facilitated a multitude of community meetings, taught hundreds of public employees how to deal with difficult people, and was routinely entrusted with the most sensitive customer/ratepayer/public communications.

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

As a representative of a public utility, and prior to that, the State of Oregon, it was my pleasure to work with all sectors of our community. When I developed the mandatory statewide Alcohol Server Education Program for the OLCC, I had to deliver a high-quality, affordable course that was available throughout Oregon, and a test that nearly everyone could pass regardless of literacy or language. Throughout my life, I have volunteered in my community, often serving marginalized people including nursing home residents, foster children, victims of domestic abuse, and the homeless. THPRD does an exemplary job connecting with diverse communities, but we can always do better. Let's continue to encourage newcomers who are People of Color, whose first language is not English, who are not homeowners to enjoy THPRD programs, facilities and parks.

Page 5: Demographic Survey (optional)

Q11 Occupation:

Retired communications and public participation professional.

#81

COMPLETE

Page 2: Background

Q1 Contact information:

Name	James Wright
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	97078
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2 Check one box: **I am over 18 years of age**

Q3 What language should we contact you in? **English**

Q4 Gender: **Male**

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	1
Parks & Facilities	2
Programs & Events	3

Page 4: Advisory Committee Questions

#81

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

I live a few blocks from the tualatin hills nature park and I visit it at least once a week with my family. Our children have played a number of sports either directly through THPRD or through other programs using THPRD facilities. My family has some sort of engagement with THPRD nearly everyday. My son is starting preschool at tualatin hills nature park next week.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

I went to college for public land use. I have worked for the USFS on a hotshot crew. I was an arborist for several years. I also have over 10 years experience in my current role as a transportation manager.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

I currently work for a local transportation company that provides managed transportation solutions to corporations. When I was hired there was not a procedure in place for servicing disabled riders. approximately one month before starting with this company they received a complaint of a long delay for a disabled rider due to a lack of driver training. My first task on the job was developing the procedure and then coordinating a training session with out drivers and the ADA team at the company we contract for. I wrote the procedure and training material. I then delivered the training to over 50 employees locally. My company filmed the training session and rolled it out across all of our accounts.

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

I grew up well below the poverty line in sacramento, Ca. to a single mother. I was lucky to have had such a robust parks and rec program available when I was growing up. I was in county funded preschools, after school sports, summer camps and anything else my mom could find to keep me occupied. Parks and Rec programs are an amazing resource for all of the members of our community but for those without the means to pay for expensive sports at private clubs or thousands of dollars a month for private preschool it is a lifeline. Making activities accessible to everyone should be the primary goal of any publicly funded recreation program.

Page 5: Demographic Survey (optional)

Q11 Occupation:

Transportation manager

#106

COMPLETE

Page 2: Background

Q1 Contact information:

Name	Samuel F Scheerens
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	97003
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2 Check one box: **I am over 18 years of age**

Q3 What language should we contact you in? **English**

Q4 Gender: **Male**

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	1
Parks & Facilities	2
Programs & Events	3

Page 4: Advisory Committee Questions

#106

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

I cycle on THPRD trails often. On my bike trips, I have visited every park and natural area (some more often than others). In the winter months, I use the stationary bikes at Cedar Hills or Conestoga Rec Center to stay in shape. My granddaughter enjoys Barsotti Park (among others) and has taken swim lessons at Aloha Pool.

THPRD is doing a good job of continuously improving the trail network while managing limited resources. My long term vision for the trails is to enable active transportation anywhere in the district without using any major streets.

As for natural areas, THPRD should continue to try to acquire properties both inside the UGB and nearby outside the UGB that will enhance continuity of wildlife corridors and protect wetland resources.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

I have been on the NTAC and the TAC before that for about 6-7 years. I think bringing me back for another term would help provide continuity for the committee.

In the coming year or two, once the Vision process is completed, the committee will most likely be asked to provide input for updates to both the trails functional plan and the natural resources functional plan. I was involved in the last update to the TFP, and I am familiar with the NRFP.

I do not have any relevant subject matter expertise.

I am an engineer by training, so my approach to problems and tasks is organized and analytical.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

I have been the recording secretary for two years and chair for (nearly) one year. Both positions require good communication skills.

I have given testimony a few times to the THPRD board and in other venues.

I wrote the NTAC toolkit, based on input from other committee members.

2019 Advisory Committee Statement of Interest

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

This is a weak spot for me. I work from home, so I don't get many opportunities make contact with diverse communities, other than the users of my product, who are from all over the world.

I bike all over the Portland Metro area, and meet a diverse group of people on my trips and especially on the Max. I'm chatty, so I often gather thoughts and stories from people I meet. But I don't have any real contacts in under-served communities that could help the committee in its work.

Page 5: Demographic Survey (optional)

Q11 Occupation:

Software Engineer

#90

COMPLETE

Page 2: Background

Q1 Contact information:

Name	Grace Heassler
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	97008
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2 Check one box: I am under 18 years of age

Q3 What language should we contact you in? English

Q4 Gender: Female

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	1
Parks & Facilities	2
Programs & Events	3

Page 4: Advisory Committee Questions

#90

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

I am a LITE and have used many of the facilities, programs, and parks. The programs I participate in the most are the summer camps where i volunteer and work with the campers. This in turn means that the facility I use the most is the Tualatin Hills Nature Center which is a very nice and well kept facility. I also use the aquatic center over the summers. When it comes to THPRD parks I use Hyland Forest park the most being as I live near it and walk my dog there all the time. There are some smaller parks I use such as Meadow-way and Green-way park that are also well kept and fun to use. Overall I think THPRD does a very good job at maintaining the parks such as keeping them clean and over all easy access for those who want to use them. This is the same for facilities and programs. Although THPRD does a very good job at making the parks, facilities, and programs easy to access and well kept there are some improvements that can be made. The biggest improvement I feel THPRD could make is with the advertising of their parks. THPRD parks are very disability friendly and well kept making it a fun experience for those who go to the parks. Although it can be difficult to know which parks are the best to go to and which ones are more disability friendly. It would be great to know which parks are community favorites and which ones are the best for kids in wheelchairs or with other physical disabilities. THPRD has an amazing thing going for it but I feel more people could enjoy the parks, facilities, and programs more if a little more care was put into how these are presented to the public.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

I feel one of the greatest assets I would bring to the advisory committee is the fact I like to make sure everyone's opinion is taken into account. I like to make sure that decisions are thought through so everyone gets a little of what they wanted. I also work well with others and i'm willing to listen to others ideas and what they have to say. When it comes to work experience, as I have stated before I have worked two summers as an LITE doing more than two weeks each summer. I have worked with NEC, mini-camp, and Camp wild things, working with campers and getting them inspired to learn about the environment. I have also volunteered through my school doing park clean-ups which gives me a good knowledge of many of the parks within THPRD. I have also grown up using these parks and facilities and can provide a view point on what kids like and would like to see not just adults.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

One example of when I have showed good communication skills is through LITE volunteering. During the summers I work with the camps provided at the Nature center working with all different kids of kids. My job is to keep the kids engaged with the weeks themes and the activities that are being done. This take a lot of communication skills as it can be difficult to keep the kids on track and focused. It also is important to be able to work with others for this as you are often working with other LITE volunteers in different groups. I also have used good communication skills at school. Recently I went to a global student conference where kids from around the world gathered to discuss climate change and it's solutions. There was a lot of problem solving that took place and when I came back my school asked me to speak at an assembly and share with my peers what I had learned over the course of my trip. This took a lot of courage and communication skills as I had to cover all of the information I learned in a coupe of minutes, but I did so efficiently and successfully. I am also working with a few of my peers to start a news paper club where we will be informing our school community on changes happening locally and globally.

2019 Advisory Committee Statement of Interest

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

Throughout most of my education I have gone to school with people from different socioeconomic backgrounds, cultures, and abilities. I have worked with people who have widely different view from me and those who share similar beliefs. One of the times I worked with the most diverse group of people was at a global student conference in Europe. There were kids my age coming from all over the world. There were language barriers, different ideas, people from poorer countries, people from richer countries, and it really opened my mind to how vast the world is. I have also worked at the THPRD nature summer camps which has provided me with the opportunity to work with kids from all different kinds of backgrounds. It has also allowed me to work with kids with disabilities and speech impairments/barriers. I feel THPRD should address the community needs of families who work full time and can't always afford after school care. It can be difficult for families to support young kids learning because they are unable to afford fun and engaging after school care. It would be cool to see THPRD work with these families to provide a safe and fun alternative to having their children stay home alone as parents work.

Page 5: Demographic Survey (optional)

Q11 Occupation:

I currently do not have an occupation.



Parks & Facilities

#74

INCOMPLETE

Page 2: Background

Q1 Contact information:

Name	Kristen Abele
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	97008
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2 Check one box:

I am over 18 years of age

Q3 What language should we contact you in?

English

Q4 Gender:

Female

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	3
Parks & Facilities	1
Programs & Events	2

Page 4: Advisory Committee Questions

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment?

Respondent skipped this question

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

Respondent skipped this question

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

Respondent skipped this question

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

Respondent skipped this question

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

Respondent skipped this question

Page 5: Demographic Survey (optional)

Q11 Occupation:

Respondent skipped this question

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment?

A6: Yes, I am able to attend these meetings for duration.

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

A7: Over the years, we have used a variety of facilities, but mostly Conestoga Rec Center for swimming, gym, classes such as water aerobics. Other facilities have included Garden Home for classes and summer camp, and other fields for soccer games. During financial difficulties, we were able to get a scholarship for my daughters cheerleading and sports activities. I will be eternally grateful and hope volunteering would help pay that back to the overall community. I think THPRD does a lot of things well, and my only complaint has been the water quality at some of the swim facilities. I believe it hard to criticize when not knowing the background information.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

A8: I have been a commercial Interior Designer for over 20 years and have worked for Architectural firms, commercial furnishings suppliers, as a rep for manufacturers, and as a project manager. I have learned much from being on all sides of the planning and development of projects and programs. I feel that my wide range of experience through work and as a family living in the Beaverton surrounding area for over 15 years can assist me in benefitting THPRD and our communities.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

A9: As a project manager, Good communication and collaboration skills between stakeholders is a must. I believe these to be the key to successful projects. I have successfully ran as many as 20 projects at a time all over North America and feel confident I can assist in the training of these skills to others.

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

A10:I have been fortunate to have worked with all of types of communities at one time or another over thousands of projects. These include volunteering at all of my child's schools up into high school, assisting my church with their clothing closet, volunteering with Chelsea's Closet At Randall Children's Hospital and Doernbecher, and participating in the SMART reading program as volunteer for a previous employer. This is in addition to having direct contact with thousands of clients and customers over my Design career. To answer honestly to the question of what I believe THPRD should address, I would need to review existing policies events, and facilities to create an educated opinion.

#64

COMPLETE

Page 2: Background

Q1 Contact information:

Name	Carl Nelson
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	97229
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2 Check one box: I am over 18 years of age

Q3 What language should we contact you in? English

Q4 Gender: Male

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	1
Parks & Facilities	3
Programs & Events	2

Page 4: Advisory Committee Questions

#64

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

I exercise at Cedar Hills at least twice a week taking a variety of classes and visiting the weight and cardio rooms. I also frequently hike the trails in the wonderful parks and play pickleball. THPRD has a great variety of classes, activities and public spaces. I would like to see THPRD continue to solicit public feedback and offer a variety of activities to get participation from most of the community in at least one activity.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

I have coached youth sports, volunteer with Boy Scouts, Red Cross and Habitat. I retired from an Electrical Engineering career, so I have a problem solving mind set along with strong financial background. This along with my volunteer experience should serve THPRD well.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

I have strong verbal and written communication skills. I was a Sales Engineer for many years providing technical presentations and proposals to customers. I also teach AARP Driver Safety and Red Cross Prepare! classes in the community.

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

Including all of the community which THPRD serves. It is important to continually get community feedback to make sure we are serving everyone's needs. Making sure Programs are affordable so all can enjoy.

Page 5: Demographic Survey (optional)

Q11 Occupation:

Retired. Previously a Telecom Systems Engineer and Sales Engineer

#80

COMPLETE

Page 2: Background

Q1 Contact information:

Name	alaka sarangdhar
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	97229
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2 Check one box: **I am over 18 years of age**

Q3 What language should we contact you in? **English**

Q4 Gender: **Female**

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	1
Parks & Facilities	3
Programs & Events	2

Page 4: Advisory Committee Questions

#80

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

I have used almost all the facilities and programs in THPRD over the last 30 years. My kids have grown up in the area we have enrolled in classes like swimming , zumba, weigh training, leagues for the kids etc. Currently I find myself using trails for biking, running, walking, swimming pools, gym, We also enjoy the summer concerts a lot.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

I am a software engineer by profession and have worked in the Intel and Nike for 10 years and have run my tech company for 15 years here and in India. I have been on the recreation advisory committee in 2011-2013. I have collaborated with THPRD to facilitate Oregon Food Bank's nutrition program and arranged a few classes in the THPRD venues. I have organized groups and volunteered at Oregon Food bank with my coworkers and community members. I have also lead our oregon marathi mandal for cultural activities and continue to help new members of the community.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

I was able to set up Oregon Food Bank's nutrition program in various institutes such as schools or even THPRD, This needs communication and collaboration of multiple organizations I have also arranged activities in our community of 200 members and managed to complete them successfully many times. Both these activities needed conflict resolution and working with different people to create a win win result.

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

,Again, arranging nutrition education classes required me to work with diverse communities. Arranging OFB volunteering with seniors needs working with people with disabilities or arranging it with different age groups need special considerations for the interests and abilities.

Page 5: Demographic Survey (optional)

Q11 Occupation:

Retired software engineer

#114

COMPLETE

Page 2: Background

Q1 Contact information:

Name	Isha Ravuri
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Phone Number	[REDACTED]

Q2 Check one box: I am under 18 years of age

Q3 What language should we contact you in? English

Q4 Gender: Female

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	3
Parks & Facilities	1
Programs & Events	2

Page 4: Advisory Committee Questions

#114

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

I've been involved in THPRD facilities and programs since I was six. In fact, a really fond memory of mine is a janitor teaching me how to properly throw during my many late stays in aftercare. Ranging from numerous summer sports camps like (sports madness and tennis) to hours spent biking on trails, I've spent a lot of time with THPRD. Last year my swim team practiced at Sunset Swim Center and I plan to volunteer as a junior lifeguard there. I think THPRD is good at offering a wide range of activities and events, which allows a greater variety of people to get involved. I think how THPRD is promoted to community members who don't know or haven't been involved with THPRD should be changed (it should be more accessible and clear about the breadth of activities it offers). I also think certain facilities are due for a renovation or general upkeep check. On a specific note, I would like to see what after-care is like nowadays. Although I have some good memories in it, I also have some experiences with after-care that lead me to believe the program can more interactive and enjoyable.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

Objectively, I have often found myself to be the one to take the reins in a group project and help organize ideas into a cohesive conclusion. By this, I mean that I am comfortable in a leadership position and I am good at understanding big-picture ideas. I shadowed a nurse (in a clinic) last summer. By interacting frequently with patients, my ability to connect and understand people of different backgrounds and beliefs grew a lot. Additionally, I am thorough in the work I do. If I commit to being a student rep, I will visit different facilities consistently as well ask people in my community their opinions to accurately portray community member's needs, wants, and concerns.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

Last year I held a Socratic seminar in my English class. Along with participating, I had to lead the seminar, which meant posing questions and fostering involvement. I think a large part of communication is listening. Although it is important to be able to articulate one's own ideas, it is also important to be a good listener. For me, this meant actively engaging with the speaker by giving my full attention and asking follow-up questions that relate to their ideas. Furthermore, I had to plan this seminar with a partner. When we met, I tried to be a clear communicator by explaining my ideas in a logical and concise manner. In one instance I said something and she had a confused look on her face. After checking that she didn't understand I proceeded to explain in a different way what I thought. By explaining things differently instead of simply repeating it again, she comprehended what I meant and we were able to plan and execute the seminar successfully.

2019 Advisory Committee Statement of Interest

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

In terms of community needs, I think being aware of cultural differences is really important. For example, I know a woman who has always wanted to learn how to swim. However, due to certain cultural differences, she is uncomfortable being in a co-gender class. She finds herself less embarrassed of both her lack of knowledge in the skill and herself if she is surrounded by people in a similar situation. By fostering an environment where people can find someone who is similar to them, a person is more likely to feel included and accepted. This doesn't mean isolating a certain group of people but instead helping them find similarities with people they may have never expected to have anything in common with.

Page 5: Demographic Survey (optional)

Q11 Occupation:

Student





Programs & Events

#66

COMPLETE

Page 2: Background

Q1 Contact information:

Name	Miguel Tendero
Address	
Address 2	
City/Town	
State/Province	
ZIP/Postal Code	97005
Email Address	
Phone Number	

Q2 Check one box:

I am over 18 years of age

Q3 What language should we contact you in?

English

Q4 Gender:

Male

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	2
Parks & Facilities	3
Programs & Events	1

Page 4: Advisory Committee Questions

#66

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

As a Beaverton native, I grew up enjoying the various programs and services that THPRD offers. My parents would always enroll my brothers and me into summer swimming lessons and would visit the different available pools. As I grew older I became more involved in the volunteering side of THPRD and started participating in community events. I specifically enjoyed volunteering to help clean up the trails and parks of trash and weeds. What I like most about THPRD is the variety of services and programs that they offer. My mom has really enjoyed the addition of fitness in the park and the mobile rec because as a busy mom she doesn't always have the time to go to a THPRD center. I see these efforts, of going out to the community, as the changes that I would like to keep seeing THPRD make. Making events more inclusive and diverse is also very important but being thoughtful about it and not doing simple changes/accommodations to "check the box" of DEI.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

I work in media and communications. The firm that I work for is dedicated to making the world more equitable for everyone. I really enjoy the work that I do because it's not the typical office job where you clock in and out. The work that we do has the potential of creating real change in people's lives so we take what we do very seriously. I value the people I work with because they share similar values. I have experience in copy writing, Spanish translation/transcreation, media and communication strategy, project planning and coordination and management with limited experience in film and photography. I am also involved with the Beaverton Downtown Association and am part of their promotions committee.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

Having good communication skills is essential and required for the work that I do. I work with really important clients and have to be very professional about how I communicate with them. As part of my work, I have also done formal presentations lasting up to an hour. I have excellent team working skills. I prefer to work in teams because I like feedback and like to hear what ideas others have.

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

I have experience working with a lot of communities. At my job, we receive contracts from organizations that are looking to connect with underserved communities and communities of color. Most recently we facilitated Latino Networks, a Portland-based non-profit, visioning process and were tasked to connect with the underserved rockwood community but more specific the Latinx community. The extent of my work in this project was extensive. I had conversations with many individuals and facilitated roundtable discussions. A limited list of the communities that I have experience working with are university students, Latinx youth and parents, low-income, disabled individuals, homeless, business owners, construction workers. More can always be done around education in regards to mental health, diet and nutrition, and general wellness.

2019 Advisory Committee Statement of Interest

Q11 Occupation:

Media and Communications

#113

COMPLETE

Page 2: Background

Q1 Contact information:

Name	Phoebe Diaz
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ZIP/Postal Code	97006
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Phone Number	[REDACTED]

Q2 Check one box: **I am over 18 years of age**

Q3 What language should we contact you in? **English**

Q4 Gender: **Female**

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	3
Parks & Facilities	2
Programs & Events	1

Page 4: Advisory Committee Questions

#113

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

My thirteen-year-old son attended THRIVE at Cedar Hills and he and my three-year-old daughter have taken many classes there. They have taken swimming lessons at several pools and my daughter takes dance at Garden Home. We live within walking distance to the HMT Complex so we spend a great deal of time at the playground there and I run its trails. THPRD offers incredibly diverse classes in terms of activity and for a range of communities and patrons. For my family more classes and activities are needed during times that fit into schedules for working parents.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

I love creating process and operations. Sport has always been a big part of my life and ensuring kids especially have access to quality affordable activities is of high importance for me. I have a long history of volunteering in schools and I work in marketing at Nike so I would look forward to bringing experiences from those parts of my life to a committee.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

I have implemented several global initiatives. I first identified core requirements and collaborated with internal and external teams to determine individual uses. Then I created detailed training documents and held in-person training sessions with everyone involved in the roll out.

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

A big reason why I love living in Washington County is because it is the most diverse county in Oregon. I open enrolled my son into Barnes Elementary so he would go to school with a diverse student body. At Barnes I taught Art Literacy to two very diverse classes. Art is such a huge part of culture so I always tried to learn from the cultures represented in the two classes when I taught my lessons. If the children wanted to incorporate something from their cultural identity into their art project I encouraged it. When I served on the PTO of Barnes we made a point to let all parents know they were welcome in the organization. We did an outreach and also provided translators and childcare at meetings. My husband is originally from Peru so I am the mother to two Latinas. Ensuring their culture is represented and have a sense of belonging in their activities is a top priority for me. I would love for THPRD to get a better understanding of how extracurricular activities operate in other countries where we have large immigrant populations. This way THPRD could adapt programs so these new immigrants would feel welcome and have a better understanding of how to participate. It would be fantastic too if after school programs could be expanded so every economic background could have access. This was a critical mission of the advisory committee I sat on for the Impact Northwest SHINE Program.

2019 Advisory Committee Statement of Interest

Q11 Occupation:

Digital Marketer

#108

COMPLETE

Page 2: Background

Q1 Contact information:

Name	Kush Khamesra
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City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	97229
Email Address	[REDACTED]
Phone Number	[REDACTED]

Q2 Check one box: I am under 18 years of age

Q3 What language should we contact you in? English

Q4 Gender: Male

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	3
Parks & Facilities	2
Programs & Events	1

Page 4: Advisory Committee Questions

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

I mainly use the pool facilities provided by THPRD as well as the trails they make. I also volunteer and the camps THPRD runs every summer. I use the pool every day and the trails every weekend. I think THPRD is doing a fantastic job of making resources like these accessible to everyone as most of the people I know use a THPRD facility at least once a week. This kind of positive and beneficial reach across a community is important. Additionally, I think THPRD is doing a good job of diversifying what they offer from aquatic services to nature camps. This allows people with all the interest to be apart of this community. Since I come from an aquatic background, I think THPRD could increase the number of pools in the area as there seems to be a high demand for them. I don't know the specifics on coasts and such, but if it seems feasible, I think that specific thing could be a great investment. Additionally, I think THPRD could do more to cater to older teens. There are a lot of activities for younger kids, but not too much (except for jobs) for high schoolers. I think THPRD could have more learning opportunities in skills and such for this demographic.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

I have been the elected team captain of my 14u, 16u, and high school water polo teams by the coaches and athletes. I have also tutored and babysat kids as well as I'm on the board for a large club. This work experience has led to many developed skills. I know how to work well with people of all age groups and backgrounds. I am adept at listening to others' opinions as well as providing constructive criticism in places I think they could use it. Furthermore, what sets me apart from most is that I am able to communicate complex ideas and such to those who may not have the same understanding of problems. All these skills would help the advisory committee as I can clearly communicate the group and my ideas within the committee and to others who may need the information. I also know I don't always have the best ideas and thus have the ability to hold my tongue and let those with more knowledge speak. But from all the experience I have from being on a team, a leader, and a role model for younger kids is to know and admit when I'm wrong. I think this a vital skill as it allows me to put my ego aside and contribute in ways such that it will only benefit the committee.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

One example of my communication skills in action is when my friend would talk to me about her problems at the end of the day. She droned on and on about how hard her day was, the tests she had, how bad her teachers were, and even how much she hated the lunch her mom packed. Sure, I had my own problems that day, but I didn't voice them. Instead, I listened to her, asked questions, asked her to elaborate, sympathized with her, and was just there for her. I didn't say much. I didn't talk about myself. I just focused everything on her and what she was going through. I know this isn't an example of me communicating with a group or showing how well I can collaborate (I play on a team, that in it of its self shows that I know how to work with others). What this example does show that I am able to communicate with others on an individual and personal level. What I hope to demonstrate is that you can be a great communicator by first becoming a listener and putting yourself in the other person's shoes. This is how things get done. By showing people you understand where they are coming from and showing you care. This communication skill is what I will be able to bring to the advisory committee and with this understanding of others, I can figure out what makes them tick, allowing me to be very effective in collaborating with others and getting things done.

2019 Advisory Committee Statement of Interest

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

I have worked with a variety of diverse communities. On the topic of working with diverse communities, I have volunteered and played for THPRD. In THPRD camps I have come across kids with parental problems that confide in me. This has opened my eyes to some (I know it's small) problems people face and make me want to go help these people out as much as I can. Volunteering and playing at THPRD has shown me how different every individual is from their culture to their skills. As a volunteer, my colleagues have drastically different cultures and interacting with them has taught me to understand where people come from and what they see. I could go on about my experiences with working with diverse communities, but in short, doing so has opened me up to the reality of the world and how different everyone's situation is. THPRD has done an amazing job making it easy for all individuals to be apart of this all-inclusive community. As mentioned above, I think THPRD should provide more programs for high schoolers to be apart of or at least advertise to them more. What this would do for the community is make sure that the soon to be adults have the compassion and skills to work in different communities and are able to better whoever they come in contact with after they are let out into the real world. THPRD has already built an amazing culture that just introducing this demographic too would do wonders. I also know that THPRD does a lot of things on the recreational side, but I think they are in a unique spot to also help in a variety of other areas like helping reducing mental health stigma. Lastly, THPRD has a large area to cover, but there are not many whole community activities in my area (and I'm sure others), and I think THPRD could plan events that would help bring out people out and enjoy time with each other (as well as a potential way to earn revenue).

Page 5: Demographic Survey (optional)

Q11 Occupation:

Student

#107

COMPLETE

Page 2: Background

Q1 Contact information:

Name	Victor Li
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Phone Number	[REDACTED]

Q2 Check one box: I am under 18 years of age

Q3 What language should we contact you in? English

Q4 Gender: Male

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	2
Parks & Facilities	3
Programs & Events	1

Page 4: Advisory Committee Questions

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

I grew up with the THPRD programs since my family moved to the Beaverton area when I was 2.5 years old, and now I am a high school freshman. I have participated in the tennis, soccer, basketball, badminton, swimming, and art classes in the past 10 years. I enjoyed the seasonal and festival events, and I like to use the trails in the parks for running and biking.

Our family always feel fortunate to live in the THPRD community, which is simply the best. There are plenty of activities, events and programs for everyone, from toddler to elderly, from beginner to advanced player. There are endless programs to choose, from various sports to arts to cooking to dancing. There are so many parks, trails, and recreational facilities to visit.

When walking outside the Tualatin Hills Athletic Center one day, I noticed a time capsule plaque which reads "Located under this plaque are items representative of Tualatin Hills Park & Recreation District during its 50th year Anniversary". The time capsule was dated 5 days before I was born. My mom recognized that one of the board of directors listed on the plaque, Mr. Mark Knudsen, was her colleague. This connection made me feel closer to those board of directors whom I have never met. As much as I enjoy the THPRD program today, I admire the great vision and achievements of the board members who developed the directed the programs many years ago. Therefore, I would like to be an advisory committee member and serve the THPRD community. I want to propose the following improvements:

- (1) Facilitate carpool to make it easier for families to participate in the programs and to help protect the environment. Both my parents work full time. There were many classes that I would love to participate in, but it is hard for my parents to leave work early to send me to those classes. If THPRD can facilitate carpool, participation might be increased, and pollution will be decreased.
 - (2) Host more open house / free play days that feature various sports. It might inspire a young child's love for certain sports, and the passion may last for a lifetime. When I was 6 years old, I participated in a free play day event organize by USTA at the THPRD tennis center. I won first place in the informal tournament; the prizes were a Wilson tennis racket and a Nike hat. Coach Scott Allen praised me for my talent in tennis. I was so happy and excited that day. The free play day inspired my enthusiasm in tennis, and I have been playing tennis since then. The most noticeable decorations in our family room are the many trophies I won in tennis tournaments. More open house / free play day might inspire more children to fall in love with sports, especially those from poor families who would not have opportunities to try certain sports.
 - (3) Provide lights for more outdoor tennis courts. Currently, the only lighted outdoor tennis courts are at PCC. Those courts are very popular, and people have to wait for a long time to get a court on nice days. Providing lights will increase the value of the tennis courts, and more families who cannot afford expensive tennis club fees will benefit from it.
 - (4) Offer high quality sports academy for advance players. THPRD does not need to limit its classes to be recreational only. It should expand its programs by providing academy training opportunities for advanced players. For example, outside tennis coaches reserve courts from the tennis center and run their own programs. Why can't THPRD provide similar programs directly that attract advanced players?
-

2019 Advisory Committee Statement of Interest

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

My greatest strengths are my social, communication and leadership skills. I have a natural talent in understanding, comforting and helping others. I am interested in meeting people and initiating conversations. Participating in Beaverton Young Entrepreneurs Academy and TYE Young Entrepreneurs helped me develop my social, communication and leadership skills. I became more enthusiastic about helping others after volunteering in Oregon Food Bank, in Elks Lodge, at the Clay Street Table, where food was served to the elderly people, and in Shriners Hospitals for Children during camps, "Walk for Love" fund raise, and "Abate Toy Drive" events.

Seeking more volunteering opportunities, I became a volunteer at THPRD early this year. In the past 8 months, I have volunteered 78 hours in THPRD programs and events such as Nature LITE summer camp at Tualatin Hills Nature Center, Dance Rehearsal & Recital at Garden Home Rec Center, Spring Egg Hunt at Cedar Hills Rec Center, Picnic in the park in Greenway Park, Party in the Park in THPRD HMT Recreation Complex, and Nature Day-off Camp Bug-e-mon at Tualatin Hills Nature Center. During these camps and events, I gained experience in interacting with people of different ages and learned more about their interests and needs.

My participation in the THPRD programs since childhood and my volunteering experience would help me to provide comments/feedback from an insider's prospective and brainstorm new ideas to improve the programs and events.

Most importantly, my passion in serving the community would benefit the THPRD advisory committee. If I am fortunate to be on the advisory committee, it would help me to grow and develop as a caring and loving person and achieve my lifetime goal of helping others and contribute to the society.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

An example of my communication and collaboration skills in action would be one of the times I volunteered at the Clay Street Table in St. Stephen's Episcopal Parish in downtown Portland. Every Saturday morning, the church provides free brunch to poor elderly people. The volunteer's task at hand was simple: clean the area, serve food, and then do a final cleaning. Being a simple task, however, did not mean that it did not require tremendous amounts of effort, for there were many tables and an overflow of elderly to attend. The first few times I went there, a group of volunteers was very unorganized and scattered, with little sense of coordination besides the mentality of helping out wherever they could. One time, the elderly overflowed the dining hall, and requests for services were more often to the point of repeated asking. I noticed the problem and explained it to the volunteer organizer, Mr. Zhao. I asked for a chance to fix the lacking of coordination. He heard my opinion, called a quick "staff meeting" right away and gave me the stage. I immediately reorganized everyone based on their preferences and skills and set up specific groups of people. One group for drinks specifically, one for eggs & sausages, one for dumplings, and finally, a select few of the most hardworking people to tend to the needs of the elderly. This is a good example of my communication and collaboration skills because although everyone worked very hard, my ability to communicate and organize the group helped everyone work with more synergy and tend to the needs of the elderly faster and more efficiently.

2019 Advisory Committee Statement of Interest

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

I grew up in a diverse community. Many of my classmates and friends have international backgrounds. I am very interested in their cultures. For example, I attended Garba and enjoyed dancing with my Indian friends through midnight recently. When volunteering in the Nature Lite summer camps and other THPRD programs and events, I interacted with children and adults of different ages. Through volunteering work, I met people from different socioeconomic backgrounds. The most important part of education I received from school is its promotion of service to others, especially the poor and marginalized. When I pack food in Oregon Foodbank or met the less fortunate children with disabilities at Shriners Hospitals for Children and the poor elderly who are grateful to be served a meal at Clay Street Table, I felt sad for those in needs and felt happy to help. As I met more people with different ethnic, culture and socioeconomic backgrounds, I became more open minded, and it is easier for me to understand and communicate with different people.

I think THPRD should put more effort in addressing the needs of families with low income, people with disability, and people with international background. For example, a private tennis lesson costs \$56 per hour, which is too expensive for kids from low-income families. Is there a way to make it more affordable to them? It is great that THPRD offers adaptive sports programs and inclusion program to children with disability. However, many children with disability still feel lonely because they have few friends to play with. I hope to explore the possibility of developing a playmates program that enhances friendship and interaction between children with disability and their peers with normal development. It would address their needs for social interaction and self-esteem. It would also provide healthy people the opportunities to support and help peers with disability. Lastly, as I learned and enjoyed the traditional festivals of my friends with international backgrounds, I think there are opportunities for THPRD to organize more culture events around various internal festivals.

Page 5: Demographic Survey (optional)

Q11 Occupation:

High School Student

#109

COMPLETE

Page 2: Background

Q1 Contact information:

Name	Riya Saripalli
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Phone Number	

Q2 Check one box: **I am under 18 years of age**

Q3 What language should we contact you in? **English**

Q4 Gender: **Female**

Page 3: Advisory Committee Preference

Q5 Please select the advisory committee you would like to join in order of preference. 1 being first choice, 2 being second choice and 3 being third choice.

Nature & Trails	3
Parks & Facilities	2
Programs & Events	1

Page 4: Advisory Committee Questions

#106

2019 Advisory Committee Statement of Interest

Q6 Being an advisory committee member requires attendance at Wednesday evening meetings, roughly monthly for a two year period. Are you able to make this commitment? **Yes**

Q7 Describe THPRD programs, facilities, or parks you have used and when. What do you think THPRD is doing well? What changes would you like to see?

THPRD has many parks, facilities, and programs that I have used or participated in. For example, I use Sunset Swim Center every week and I use the Cedar Mill facility every summer. THPRD has done a great job of making everyone feel included and hiring instructors and coaches that teach well. I did cross country for Stoller Middle School for two years of middle school, and the program was structured and productive thanks to THPRD's careful planning. However, I would like to see some changes to improve THPRD's facilities and programs. For instance, I would like to see more safety procedures implemented in athletic programs. I would also like to see some programs to be student-led. Students know what is best for them, and so they know what specific skills to be successful. Also, over time, when students lead their fellow peers and develop their own educational activities, they form key leadership skills.

Q8 Please describe your personal skills or work experience that you believe would benefit the advisory committee.

I have many personal skills that would be useful for the advisory committee. In middle school, I often lead classroom activities and talked to teachers about how my fellow peers and I needed to learn specific skills and how those specific skills could lead us to be more successful on tests or projects. I know what some people who are a part of THPRD struggle with having their voice heard about things they specifically want to learn, and I know how to help them, as I have experience with these struggles in the past. For example, I know that some people who have joined camps with THPRD, know some skills that are being taught, or they want the instructor to teach skills that they want to know or practice.

Q9 Good communication and the ability to collaborate with others is an important skill for advisory committee members. Give an example that shows your communication skills in action.

An example that shows my communication skills in action would be how observant I am with everything I learn and practice. My ability to stay organized and observant can be a great benefactor to this advisory committee because I can help improve THPRD as a whole. For instance, last year I participated in a history competition, where students all across Oregon presented information about important historical events and how they were important and impacted our world today. My topic was related to science and technology and so my ability to stay organized with all the materials and observant of important facts helped the end product. I clearly related the technological advancements to our world today, and this could only be done through staying organized and observant of the world around me. I already observe many THPRD events and use the facilities/nature trails, so I can bring up many ways on how THPRD can improve through my excellent observation skills.

2019 Advisory Committee Statement of Interest

Q10 THPRD aims to provide all individuals the opportunity to play, learn, and explore. We do this by removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population. Please tell us about your experience working with diverse communities (this could include differing interests, abilities, socioeconomic backgrounds, or cultures). What community needs do you think THPRD should address?

Throughout my school career, I met many students that came from different backgrounds, because I go to a culturally diverse and large school. My current school has students that come from all socio-economic backgrounds, and I understand and honor the idea of diversity. I think that helping people from low-income backgrounds play, learn, and explore, can be extremely beneficial to the THPRD community. For example, implementing Culture Days, like during the respective months (Hispanic Heritage Month, or Black History Month), could be a way to bring all of the diverse communities of THPRD together. Creating events and programs to make everyone feel included could make THPRD a friendlier place to learn. Creating summer camps, or programs that teach the history of different peoples, could bring the community even closer together. Or, we could create a programs that are year-round, like some summer camps extended. I know that some students, (including myself) would like to see more recreation-type classes implemented into THPRD year-round. All in all, there are many ideas that I have that could help make THPRD a better place for people of all ages to play, learn, and explore.

Page 5: Demographic Survey (optional)

Q11 Occupation:

Student



MEMO

DATE: November 26, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager
RE: **Resolution Appointing Budget Committee Members**

Introduction

Staff requests board of directors' appointment of two budget committee members.

Background

There are two open positions on the district's budget committee due to the expiration of one committee member's term (Susan Cole) and the election of Ashley Hartmeier-Prigg to the THPRD Board of Directors, which left a vacancy for one of the five citizen seats on the committee. Budget committee positions are three-year terms. Attached is the current budget committee roster.

Notice of the vacancies was published and applications to serve on the committee were accepted from August 23 to October 25, 2019. Five applications were received (attached). At the request of President Montebianco, the applications and a scoring matrix were distributed to the board members along with the direction that each board member individually review and score the applications received. Similar to the district's practice used in the hiring process, the board members received the applications with applicant identifications and demographic information redacted.

Proposal Request

The board members' combined scores revealed the top two applicants as Ryan Bansbach and Suzanne Massar. President Montebianco and I recommend appointment of these two individuals to the budget committee, each for a three-year term expiring on June 30, 2022. The completed scoring matrix will be provided to the board in advance of the December 12, 2019 board meeting.

Action Requested

Board of directors' approval of Resolution 2019-18 appointing Ryan Bansbach and Suzanne Massar to the budget committee, each for a term of three years.



THPRD BUDGET COMMITTEE
FY 2020/21 Budget

	<u>Term</u>
Vacant	6/30/22
Vacant	6/30/22
Heidi Edwards	6/30/23
Samira Godil	6/30/21
Ashley Hartmeier-Prigg	6/30/21
Shannon Kennedy	6/30/20
Wendy Kroger	6/30/21
Anthony Mills	6/30/20
Felicita Montebianco	6/30/21
Tya Ping	6/30/23

**RESOLUTION 2019-18
TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON**

**A RESOLUTION APPOINTING
BUDGET COMMITTEE MEMBERS**

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

WHEREAS, each committee member shall be appointed by the Board for a three-year term expiring on June 30, 2022; and

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

THE TUALATIN HILLS PARK & RECREATION DISTRICT RESOLVES AS FOLLOWS:

The Board of Directors approves the appointment of

Ryan Bansbach and Suzanne Massar

to the Budget Committee.

Duly passed by the Board of Directors of the Tualatin Hills Park & Recreation District this 10th day of December 2019.

Felicit Montebianco, Board President

Tya Ping, Board Secretary

ATTEST:

Jessica Collins, Recording Secretary

Budget Committee Application

First/Last Name: Ryan Bansbach Today's Date (mm/dd/yy): 10/25/19
 Address: _____ City: _____ Zip: _____
 Home Phone: _____ Work Phone: _____ Cell Phone: _____
 Email: _____

Please answer the following questions.

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

The spaces and services provided by the Tualatin Hills Parks & Recreation District are playing an increasingly prominent role in why I love living in the community. I've been impressed with the diversity of assets the District manages, and want to become involved in the stewardship of these local amenities. My husband and I recently welcomed a baby boy, and I'm excited about future adventures taking advantage of all that THPRD has to offer.

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

We're very fortunate to live within walking distance of numerous THPRD assets. Ridgewood Park has served as a valuable place to stop with our dog during walks. But as a new father, I'm looking forward playing with my son at Ridgewood View Park, or at least enjoying a brief respite on the trail system when I pick him up from Ridgewood Elementary in a few years. Ridgewood View Park also serves as an example of innovation in local parks; using the land surrounding a reservoir to create a dynamic public space that connects schools and neighborhoods with recreation.

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

During graduate school, I served as a fellow on the board of directors of Access Health Columbus, a local nonprofit seeking to expand access to health care in Central Ohio. Since moving to Portland, I've volunteered with the Cascade AIDS Project and Forest Park Conservancy, but not in an advisory capacity. I'm hoping to use the skills I've cultivated through education and my career to give back to the community I live in.

4. Please describe your work experience or areas of expertise that you believe would benefit the Budget Committee.

In my professional life, I'm the Director of Budget and Financial Management for the U.S. Forest Service, Pacific Northwest Region. In this role, I oversee a budget of over \$400M, including appropriated funds, user fees, and reimbursable or partnership agreements. I also lead the process to allocate funds across the 17 national forests, grasslands, and scenic area in Oregon and Washington. Prior to this position, I worked for our headquarters in strategic planning and organizational performance management. I joined the agency eight years ago after being awarded a Presidential Management Fellowship. I have a bachelor's degree in U.S. history, law degree, and master of business administration, all from Ohio State University.

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

Budget Committee Application

First/Last Name: Suzanne Massar (Linneen) Today's Date (mm/dd/yy): 08/23/19
Address: _____ City: _____ Zip: _____
Home Phone: _____ Work Phone: _____ Cell Phone: _____
Email: _____

Please answer the following questions.

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

I am interested in helping out and using the skills that I have acquired over my many years involved in local government and finance. My kids are getting older and I have more time to do other things and I just saw this come in my email today and I thought this would be a great way to get involved and be a service to my own community.

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

We are frequent park users. My son plays baseball, basketball and football and my daughter played soccer, so we have been to many fields over the years in the District. I probably enjoy the Athletic Center complex on 158th the most as you can do it all there. We have played tennis many times and really enjoy the trails and the fields there.

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

I am currently serving on THPRD's Audit Committee. I have also been on Metro's Investment Committee in the past. Most of my other volunteer activities have surrounded school related activities for my children's athletics.

4. Please describe your work experience or areas of expertise that you believe would benefit the Budget Committee.

I am currently the Finance Director for the City of Hillsboro and have been in this role since 2009 and with the City since 1995 in various finance related roles. I am responsible for the budget for the City of Hillsboro and I am very familiar with Oregon Local Budget Law and all that goes into the budget process and working with departments to prioritize needs. The City's budget is over 658 M for FY 2019-20. I would love to provide some of my expertise to the other side of the table as I believe I can be an asset to the District due to my understanding of the budget process, forecasting, managing expectations as it comes to available resources, and so much more. I am also well versed in property taxes, local option taxes, bond measures, PERS, Parks SDC's etc. I hold a CPA and worked for Deloitte and Touche early in my career.

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: November 19, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: General Manager's Report for December 10, 2019

Park & Trail Naming Process

In February 2015, the board of directors approved a policy for the Naming of District Property, and in March 2015, the district established procedures to implement that policy. Staff are currently reviewing these policies and procedures with the intent to improve upon the naming process. This effort is in response to our district's interest in equity, inclusion, maximizing patron satisfaction, minimizing internal effort and cost, and providing staff clear procedural guidance in the naming process. This effort is especially pertinent in the coming new year, as the district will be embarking on the naming of several new parks and trails in the district over the course of 2020. Liana Harden, Engagement & Partnership Specialist with Design & Development, will be at your meeting to present on procedural updates, strategies, and an approximate timeline for the naming process.



MEMO

DATE: November 21, 2019
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities
RE: Amending District Compiled Policies Chapter 5 to Change Public Contract Rules

Introduction

Staff is requesting the board of directors to review proposed changes to the District Public Contract Rules contained in Chapter 5 of the District Compiled Policies (DCP 5). The proposed changes reflect changes to statute made by the Oregon Legislature, but also include other recommended changes proposed by staff related to sustainable and socially equitable purchasing. Based on board review and direction, staff will prepare an amendment to the policy, and schedule a public hearing on the changes at the January board meeting. Included with this memo are the proposed amendments to DCP 5 (Exhibit A) and a summary table (Exhibit B).

Background

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

In June 2005, the board of directors adopted the Public Contract Rules and Procedures, and subsequently amended them in February 2007. In April 2009, the board of directors adopted DCP 5, Public Contracts and Agreements. In January 2013 and October 2015, DCP 5 was amended to align district purchasing levels to those in the Oregon Administrative Rules (OAR) and Oregon Revised Statutes (ORS).

Under state guidelines, public contract small procurements are not subject to competitive bidding requirements. The state allows small procurement procedures for goods and services up to \$10,000, with amendments which do not increase the total contract price to a sum greater than \$12,500. Currently, DCP 5 has a small procurement limit of \$5,000 with amendments to a total contract value of \$6,000.

Currently, DCP 5 has specific procedural requirements related to life cycle costing in the area of sustainable purchasing. Staff has reviewed sustainability policies of other local governments, and is proposing updates to recognize that the human health, environmental, social and economic impacts of products and services occur throughout their life cycle and throughout the associated supply chains. Specific procedures related to sustainable purchasing will be addressed in district procurement procedures rather than in DCP 5.

The district was among the first entities in Washington County to include a policy related to procurement with Minority, Women and Small Emerging Businesses (MWESB). The policies under this section are proposed to be adjusted to align with purchasing dollar thresholds throughout the remainder of DCP 5. Included in this alignment is the strong encouragement that staff include review of the State of Oregon MWESB Directory for firms in the category of work being solicited before deciding where to solicit bids in small procurements, which do not require competitive solicitation. Proposed updates to the policy include the consideration of utilization of self-defined MWESB companies in small procurements, and encouragement of those companies to obtain certification from the Certification Office for Business Inclusion and Diversity (COBID).

In addition to the update of the policy noted above, district staff will also perform a review of district procurement procedures, to identify best practice improvements in conjunction with the implementation of the district's new enterprise resource planning (ERP) system, Tyler Munis. As part of this review, staff will be evaluating sustainable purchasing processes to identify efficiencies in processing. The ERP system will also provide staff with the ability to track outcomes of MWESB purchasing, and purchasing transactions with self-defined MWESB companies.

Proposal Request

Staff has prepared changes to the Public Contract Rules within Chapter 5 of the District Compiled Policies to reflect the following:

- Increases dollar thresholds for small procurements.
- Updates sustainable purchasing requirements to recognize that the human health, environmental, social and economic impacts of products and services occur throughout their life cycle and throughout the associated supply chains.
- Updates MWESB purchasing requirements to align with dollar thresholds in the remainder of DCP 5, and to encourage support of self-defined MWESB companies.

Staff will be available to respond to questions regarding the proposed changes. Based upon board direction, staff will prepare a final proposed amendment to the District Public Contracting Rules, as contained in Chapter 5 of the District Compiled Policies, and schedule a public hearing for the January 14, 2020 regular board meeting to take testimony on the proposed changes.

Action Requested

No action is requested at this time. Based on board review and discussion, proposed Public Contract Rule changes will be brought back to the board of directors to conduct a public hearing at the January 14, 2020 regular board meeting.

DISTRICT COMPILED POLICIES

CHAPTER 5 – PUBLIC CONTRACTS & AGREEMENTS**5.01 Public Contracts Generally**

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

5.02 Definitions

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

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

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

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

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

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

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

LOCAL CONTRACT REVIEW BOARD (LCRB), the Board.

PERSONAL SERVICES, (A) Includes those services that require specialized technical, creative, professional or communication skills or talents, unique and specialized knowledge, or the exercise of discretionary judgment, and for which the quality of the service depends on attributes that are unique to the service provider. Such services include architects, engineers,

DISTRICT COMPILED POLICIES

surveyors, attorneys, accountants, auditors, agents of record, computer programmers, land acquisition specialists, property managers, artists, designers, performers and consultants. The General Manager has authority to determine whether a particular service is a “personal service” under this definition. (B) Personal Services do not include contracts primarily for equipment, supplies or materials. For example, a contract to supply all hardware and standard software is not Personal Services, but a contract with a technology consultant to design or develop a new computer system is Personal Services.

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

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

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

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

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

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

5.03 Personal Services

- A. Exempt Personal Service Contracts. Exempt Personal Service contracts are defined by the LCRB, and are exempt from the public procurement procedures and may be executed by direct appointment. The following contracts are considered exempt by the District:
- (1) Contracts existing on July 11, 2005; and
 - (2) Contracts for accounting, legal, underwriting, and investment, financial and insurance advising services, and instructional services.

DISTRICT COMPILED POLICIES

B. Contracts for Certain Construction-related Personal Services. This section applies only to personal services meeting the following criteria:

- (1) A contract with an Estimated Fee that exceeds \$100,000; and
- (2) The contract is for personal service that is *legally required* to be provided or performed by an architect, engineer, photogrammetrist, transportation planner or land surveyor. For example: hiring an architect to design a building or structure, or an engineer to design a bridge. Because the law requires licensed professionals to design and engineer structures, District would rely on this subsection to hire someone to perform those services. However, if District were hiring an architect or engineer to perform project management services (for example), it may solicit and award such services under the Personal Services in this policy, as defined by ORS 279C.100, as "Related Services."
- (3) If either (A) or (B) above is not satisfied then District may rely on the Personal Services in this policy to solicit and award the contract. If the requirements of (1) and (2) are satisfied, then the provisions of OAR 137-048-0210 through OAR 137-048-0220 will be adhered to.

C. Direct Appointment (Under \$100,000). Personal service contracts may be entered into directly with a Consultant if the estimated fee to be paid under the contract does not exceed \$100,000.

D. Informal Selection Process (\$100,000 – \$250,000).

- (1) The use of the informal selection procedures described in OAR 137-047-0270 will be used to obtain a contract if the estimated fee is expected to be \$100,000 or more and not to exceed \$250,000.
- (2) The selection may be based on criteria including, but not limited to, each proposer's:
 - a) Particular capability to perform the services required;
 - b) Experienced staff available to perform the services required, including each proposer's recent, current and projected workloads;
 - c) Performance history;
 - d) Approach and philosophy used in providing services;
 - e) Fees or costs; and
 - f) Geographic proximity to the project or the area where the services are to be performed.
- (3) Price may be considered, but need not be the determining factor. Proposals may also be solicited by using a written RFP, at the District's discretion.

E. Formal Selection Process (Over \$250,000). The use of the formal selection procedures described in OAR 137-047-0255 and ORS 279B.060 will be used to obtain a contract if the estimated fee is expected to exceed \$250,000.

DISTRICT COMPILED POLICIES

5.04 Delegation

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

5.05 Special Procurements and Exemptions

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

5.06 Small Procurements (Under ~~\$5,000~~\$10,000)

- A. Public contracts under ~~\$5,000~~\$10,000 are not subject to competitive bidding requirements. The General Manager will make a reasonable effort to obtain competitive quotes in order to ensure the best value for the District.
- B. The District may amend a public contract awarded as a small procurement beyond the ~~\$5,000~~\$10,000 limit in accordance with OAR 137-047-0800, provided the cumulative amendments do not increase the total contract price to a sum greater than ~~\$6,000~~\$12,500.

5.07 Intermediate Procurements

- A. A contract for procurement of goods and services estimated to cost between ~~\$5,000~~\$10,000 and \$150,000 in a fiscal year, or a contract for a public improvement that is estimated to cost between ~~\$5,000~~\$10,000 and \$150,000 in a fiscal year may be awarded according to the processes for intermediate procurements described in ORS 279B.070.
- B. The District may amend a public contract awarded as an intermediate procurement beyond the stated limitations in accordance with OAR 137-047-0800, provided the cumulative amendments do not increase the total contract price by a sum greater than twenty-five percent (25%) of the original contract price.

DISTRICT COMPILED POLICIES

5.08 Electronic Advertising

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

5.09 Notice of intent to award certain contracts

- A. At least seven days before the award of a public contract solicited under a traditional invitation to bid or RFP, the District will post or provide to each bidder or proposer notice of the District's intent to award a contract.
- B. If stated in the solicitation document, the District may post this notice electronically or through non-electronic means and require the bidder or proposer to determine the status of the District's intent.
- C. As an alternate, the District may provide written notice to each bidder or proposer of the District's intent to award a contract. This written notice may be provided electronically or through non-electronic means.
- D. The District may give less than seven days notice of its intent to award a contract if the District determines in writing that seven days is impractical as allowed by ORS 279B.135.
- E. This section does not apply to goods or services contracts awarded under the small procurements under the Local Rules, or other goods and services contracts awarded in accordance with ORS 279B.070, 279B.075, 279B.080 or 279B.085.
- F. This section does not apply to any public improvement contract or class of public improvement contracts exempted from competitive bidding requirements.
- G. A protest of the District's intent to award a contract may only be filed in accordance with OAR 137-047-0740 or OAR 137-049-0450, as applicable.

5.10 Methods for Awarding Contracts Using RFP Process

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

DISTRICT COMPILED POLICIES

5.11 Emergency Contracts

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

5.12 Disposal of Surplus Property

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

5.13 Prequalification

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

DISTRICT COMPILED POLICIES

- (3) The key personnel of applicant available to perform the contract, including their experience and capabilities as demonstrated by performance on comparable contracts.
 - (4) Holds current licenses that business or service professional operating in this state must hold in order to undertake or perform work specified in the contract.
 - (5) Completed previous contracts of a similar nature with a satisfactory records of performance, including planning, phasing, and scheduling; safety programs and records; compliance with local, state and federal laws relating to employment; dispute resolution; and references from owners, engineers and other contract agencies.
 - (6) Has a satisfactory record of integrity, and may consider, previous criminal convictions for offenses related to obtaining or subcontracting or in the connection with the bidders performance of a contract or subcontract.
 - (7) Individual firms who may individually lack all of the specified prequalification requirements may combine to form teams for projects provided such firms would meet all of the requirements were the project fully in their area of expertise. Such teams must be structured so that they do not place undue burden upon District in terms of tracking progress and providing accountability.
- C. The General Manager will notify applicants of qualification or disqualification within 30 days of applications. Applicants may appeal disqualifications by filing a written notice of appeal with the General Manager within three days of receipt of notice of disqualification. The District presumes receipt at the earliest of date of personal delivery, facsimile, actual oral or written notice, or three days after mailing of a notice of disqualification.
- D. The General Manager may debar a prospective bidder or proposer for the reasons listed in ORS 279C.375(3)(b). The General Manager must provide written notice of such determination to the person or applicant and comply with the decision requirements of ORS 279C.375(4).

5.14 Appeals of Prequalification Decisions and Debarment Decisions

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

- A. Notices must be submitted in writing to the General Manager. Appeals filed after the filing period stated in ORS 279B.425 will not be considered.
- B. Upon opening of the hearing, District staff will explain the decision being appealed and the justification thereof. The appellant will then be heard. Time for the appellant's testimony will be established by the President. The appellant may submit any testimony or evidence relevant to the decision or the appeal. Any party requesting time to testify in support of the appeal will then be heard, subject to time limits established by the President.
- C. Once all testimony and evidence in support of the appeal is heard, any party requesting time to testify in support of the District decision will be heard, with time limits set by the President. Any party testifying in opposition to the appeal may submit any testimony or evidence relevant to the decision or the appeal. Once all testimony in opposition to the

DISTRICT COMPILED POLICIES

appeal has been heard, the appellant may request time to provide rebuttal testimony. At the conclusion of the rebuttal testimony, if any, the President will close the hearing.

- D. When issued in writing according to the requirements of ORS 279B.425, the LCRB decision is final.

5.15 Concession Agreements

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

5.16 Purchases from Federal Catalogs

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

5.17 Intergovernmental Agreements

- A. Applicability. This policy provides guidance for approval and execution of, Intergovernmental Agreements (IGAs) as defined by ORS chapter 190 and for non-IGA agreements between the District and other government agencies.
- B. Policy. The Board will exercise authority to approve and authorize the General Manager to execute IGAs. The General Manager is delegated authority to approve and authorize non-IGA agreements for general business with other government agencies that meet any of the following conditions:
- (1) Agreements where the funding does not exceed \$100,000, exclusive of staff time for business in the following categories:
 - a) acquisition of services;
 - b) membership; and
 - c) facility use / property leases;
 - (2) Agreements for compensation to the District that do not exceed \$100,000 and do not adversely affect District physical assets; or
 - (3) Grant applications that do not require Board approval.

5.18 Sustainable Purchasing

- A. Purpose. To ensure that staff know what authority they have to make sustainable purchases that are not specified in normal purchasing guidelines by defining how and when to use the sustainable cost model while defining exceptions to the lowest cost criteria frequently applied to other purchases. All purchases will be made in accordance with existing policies (such as THPRD Operational Policies & Procedures 2.02.01 through 2.02.06).

DISTRICT COMPILED POLICIES

B. Policy. It shall be the policy of the Tualatin Hills Park & Recreation District (THPRD) to ensure that goods are purchased in a sustainable manner that provides environmental, social, and economic benefits. Sustainable purchasing shall be based on appropriate standards/criteria and will include a consideration of life cycle costs of products.

C. General Criteria

(1) THPRD will target sustainable procurement practices that:

- a) Seek to utilize “environmentally friendly” or “green” products, to support reduction of greenhouse gases (GHGs).
- b) Foster and integrate supplier diversity.
- c) Support safe and fair labor practices and ethical behavior throughout the supply chain.

~~(1) THPRD will purchase items with the highest level of sustainable attributes possible, in compliance with applicable purchasing laws and regulations.~~

- ~~a) Staff will seek to utilize to the fullest extent possible “environmentally friendly” or “green” products.~~
- ~~b) THPRD will use appropriate standards/criteria to document sustainable purchasing. The General Manager will establish these standards and may amend them from time to time in accordance with this policy.~~
- ~~c) For purchases where there are no appropriate standards/criteria, THPRD will develop and maintain a list of acceptable “green product” resources.~~

(2) THPRD recognizes that the human health, environmental, social and economic impacts of products and services occur throughout their life cycle and throughout the associated supply chains. Staff will specify and select products and services that follow environmental standards, particularly standards that evaluate products or services along their entire life cycle. Whenever possible, staff will utilize life cycle costing methods to determine the full cost of a product or service.

~~(2) THPRD staff will use Life Cycle Cost (a method of economic analysis that takes into account expected costs over the useful life of an asset), based on THPRD’s sustainability cost model, as the basis of selection on all purchases when a single-item is over \$50,000 or weighs more than 1,000 pounds. The model, although required for the purchases described above, may also be used for any level of expenditure where staff deems the use of the model appropriate. If the initial cost from a selection based on the sustainability cost model exceeds the initial cost of the least-cost selection by more than 10%, the life cycle costing requirement may be waived.~~

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

D. Solicitation for Services

(1) Service contracts shall include sustainability criteria to highlight the importance of sustainability issues to THPRD and to ensure that priority issues are addressed with vendors. Sustainability criteria can be incorporated into service contracts to

DISTRICT COMPILED POLICIES

set both minimum performance standards that all vendors must meet and further optional criteria that they are encouraged to achieve.

- (2) Requests for Proposals (RFP) will include the Corporate Responsibility Evaluation criterion (as described in DCP 5.20) to evaluate sustainable practices and other factors such as Social Equity.

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

5.19 Minority, Women and Small Emerging Businesses

- A. Purpose. To increase access and remove barriers in our procurement process so that the utilization of Minority, Women and Emerging Small Businesses (MWESB) reflect the diversity of our community. All purchases will be made in accordance with existing policies (such as THPRD Operational Policies & Procedures 2.02.01 through 2.02.11).

- B. Policy. Tualatin Hills Park & Recreation District is committed to a procurement strategy that ~~achieves district wide race and gender contract equity, while providing small businesses opportunity and regional economic growth.~~ provides opportunities to small businesses, is supportive of the regional economy, and is designed to achieve racial and gender equity in contracting district-wide.

C. General Criteria

- (1) THPRD endeavors to build upon and diversify ~~the current MWESB's~~ contractor base ~~without sacrificing quality, completion or fairness, in compliance with applicable purchasing laws and regulations.~~

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

D. Solicitation Guidelines

- ~~(1) Where solicitation to MWESB is required, send to state-certified MWESB firms only. Record the contractors contacted and quotes received. Document~~

DISTRICT COMPILED POLICIES

~~attempt if no certified MWESB is available in that area of work or does not respond.~~

~~(2)(1) Goods and Services~~

- ~~a) Informally Solicited Quotes (>\$1,000 - <\$5,000) - if obtaining quotes, shall solicit to a minimum of three certified MWESB, unless no certified MWESB is available in that area of work. Small Procurements (<\$10,000) - Competitive solicitation is not required. Staff are strongly encouraged to review the COBID Certification Directory for firms in the category of work being solicited before decided where to solicit bids. Staff will also consider utilization of self-defined MWESB companies, and encourage those companies to obtain COBID certification.~~
- ~~b) Formally Solicited Quotes/Intermediate Procurements (>\$5,000 \$10,000- <\$150,000) - THPRD must obtain at least one of three quotes from a certified MWESB, unless no certified MWESB is available in that area of work or does not respond, contact a minimum of three COBID-certified firms among firms solicited (unless fewer than three COBID-certified firms are available in that area of work), and/or post the opportunity on Oregon's Procurement Information Network (ORPIN).~~

~~(3)(2) Personal Services, A&E Services, and Related A&E Services~~

- ~~a) Direct Appointment or Quotes/Appointments (<\$100,000) - if obtaining quotes, must obtain at least one of three quotes from a certified MWESB, unless no certified MWESB is available in that area of work or does not respond. Competitive solicitation is not required. Staff are strongly encouraged to review the COBID Certification Directory for firms in the category of work being solicited before decided where to solicit bids. Staff will also consider utilization of self-defined MWESB companies, and encourage those companies to obtain COBID certification.~~
- ~~a) -~~
- ~~b) Informal Selection (>\$100,000 - <\$250,000) - THPRD will include the Corporate Responsibility Evaluation Criterion as described in 5.20 (below) into the RFP process.~~
- ~~c) Formal Selection (>\$250,000) - THPRD will include the Corporate Responsibility Evaluation Criterion as described in 5.20 into the RFP process.~~

~~(4)(3) Public Improvement~~

- ~~a) Informally Solicited Quotes (>\$1,000 - <\$5,000) Small Procurements (>\$10,000) - Competitive solicitation is not required. Staff are strongly encouraged to review the COBID Certification Directory for firms in the category of work being solicited before decided where to solicit bids. Staff will also consider utilization of self-defined MWESB companies, and encourage those companies to obtain COBID certification.~~
- ~~a) if obtaining quotes, shall solicit to a minimum of three certified MWESB, unless no certified MWESB is available in that area of work.~~
- ~~b) Formally Solicited Quotes/Intermediate Procurement (>\$5,000 (>\$10,000 - <\$100,000) - THPRD will contact a minimum of three COBID-certified firms among firms solicited (unless fewer than~~

DISTRICT COMPILED POLICIES

~~three COBID-certified firms are available in that area of work), and/or post the opportunity on Oregon's Procurement Information Network (ORPIN).~~

~~b) must obtain at least one of three quotes from a certified MWESB, unless no certified MWESB is available in that area of work or does not respond.~~

~~c) Competitive Bidding Formal Procurements (>\$100,000) - THPRD will include the Corporate Responsibility Evaluation Criterion as described in 5.20 into the RFP process.~~

~~E. when an Alternative Contracting Method is used, must include the Corporate Responsibility Evaluation Criterion as described in 5.20 into the RFP process.~~

~~F.E. Responsibility.~~ Prospective contractors will be responsible for providing evidence of meeting the MWESB certification standard. A prospective vendor who fails to provide this information may be considered non-responsive and removed from consideration for the procurement.

5.20 Corporate Responsibility Evaluation Criterion

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

TUALTIN HILLS PARK AND RECREATION DISTRICT
Public Contracting Rules and Procedures
Proposed 2020 Amendments - Summary Table

EXHIBIT B

Type of Procurement	Park District Current Practice	2019 Oregon Statues	Proposed Park District Rules
<p><u>Direct Selection (Small Procurements):</u> Procurement of products, services or supplies is exempt from competitive bidding when its value is less than a specified amount.</p> <p style="text-align: right;">Approval authority:</p>	<p>Use Model Rules: exempt when less than \$5,000</p> <p>General Manager approval</p>	<p>Exempt when less than or equal to \$10,000</p> <p>ORS 279B.065 OAR 137.047.0265</p>	<p>Exempt when less than or equal to \$10,000</p> <p>General Manager approval</p>
<p><u>Informal Competitive Quotes (Intermediate Procurements):</u> Procurement of products, services or supplies requires a minimum of three (3) informal written competitive quotes when their value is within a specified range.</p> <p style="text-align: right;">Approval authority:</p>	<p>Use Model Rules: Required for procurements between \$5,000 to \$150,000</p> <p>General Manager approval \$150,000 or less</p> <p>Board approval greater than \$150,000</p>	<p>Required for procurements greater than \$10,000 and less than or equal to \$150,000</p> <p>ORS 279B.070 OAR 137.047.0270</p>	<p>Use Model Rules: Required for procurements over \$10,000 and not exceeding \$150,000</p> <p>General Manager approval \$150,000 or less</p> <p>Board approval greater than \$150,000</p>
<p>Sustainable Purchasing</p>	<p>Encourages “green” purchasing and prescribes procedures to support life cycle requirements</p>		<p>Expands definition of sustainable purchasing to include environmentally friendly products and to support reduction of greenhouse gases (GHGs), to foster and integrate supplier diversity, and to support safe and fair labor practices and ethical behavior through the supply chain.</p>

	Park District Current Practice	2019 Oregon Statues	Proposed Park District Rules
Minority, Women, and Small Emerging Businesses	Requires bids from MWESB registered companies for purchases >\$1,000. Bid process requires contracting with low bid.		Aligns purchase thresholds with the remainder of DCP 5. For small procurements <\$10,000, strongly encourages solicitation from MWESB certified companies. Add the consideration of self-defined MWESB companies and staff support of those companies to register for certification with the State of Oregon.

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

**Estimated Cost vs. Budget
Through 10/31/19**

KEY
 Budget Estimate based on original budget - not started and/or no basis for change
 Deferred Some or all of Project has been eliminated to reduce overall capital costs for year
 Award Estimate based on Contract Award amount or quote price estimates
 Complete Project completed - no additional estimated costs to complete.

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													
CARRY FORWARD PROJECTS													
ERP Software	436,800	803,958	-	803,958	803,958	-	-	803,958	Award	803,958	803,958	-	-
Cedar Hills Park - Additional Funding for Bond Project	3,900,000	3,388,335	-	3,900,000	3,388,335	3,811,900	87,736	364	Award	3,900,000	88,100	-	3,300,235
Boiler	100,000	-	88,000	188,000	188,000	-	-	186,482	Budget	188,000	186,482	-	1,518
Bridges & Boardwalks (3 sites)	760,207	760,207	372,793	1,133,000	1,133,000	85,157	278,172	769,671	Award	1,133,000	1,047,843	-	85,157
Drone	8,645	8,645	-	8,645	8,645	-	-	8,645	Budget	8,645	8,645	-	-
Pool Tank (CRAC)	554,380	268,083	-	554,380	268,083	119,541	-	268,083	Budget	387,624	268,083	166,756	-
Pool Tank and Deck (Raleigh Park)	795,000	756,754	185,000	980,000	941,754	56,301	60,184	931,494	Award	1,047,980	991,678	(67,980)	(49,924)
Asphalt Pedestrian Pathways (2 sites)	293,000	139,500	-	293,000	139,500	149,421	20,790	122,789	Award	293,000	143,579	-	(4,079)
Landscaping	60,000	60,000	10,000	70,000	70,000	-	-	70,000	Budget	70,000	70,000	-	-
HVAC Improvement	125,279	97,718	13,800	138,979	111,318	49,100	469	69,310	Budget	138,879	99,779	-	-
Shower Facility Repair	7,500	7,500	1,500	9,000	9,000	-	-	9,000	Budget	9,000	9,000	-	-
Vehicle Wraps	14,000	13,000	-	14,000	13,000	2,443	-	11,557	Budget	14,000	11,557	-	1,443
ADA Improvements	45,000	25,000	-	45,000	25,000	18,591	-	25,000	Award	45,591	25,000	1,409	-
TOTAL CARRYOVER PROJECTS	7,099,811	6,428,700	670,893	8,137,982	7,099,593	4,293,972	447,352	3,296,352		8,037,678	3,743,704	100,186	3,355,899
ATHLETIC FACILITY REPLACEMENT													
Drainage Culverts (2 sites)	-	-	23,000	23,000	23,000	-	-	23,000	Budget	23,000	23,000	-	-
TOTAL ATHLETIC FACILITY REPLACEMENT			23,000	23,000	23,000	-	-	23,000		23,000	23,000	-	-
ATHLETIC FACILITY IMPROVEMENT													
Solar Panel	-	-	38,812	38,812	38,812	-	38,812	-	Complete	38,812	38,812	-	-
Field and Court Reservation Software	-	-	26,000	26,000	26,000	-	-	26,000	Budget	26,000	26,000	-	-
TOTAL ATHLETIC FACILITY IMPROVEMENT			64,812	64,812	64,812	-	38,812	26,000		64,812	64,812	-	-
PARK AND TRAIL REPLACEMENTS													
Bridges and Boardwalks	75,000	-	75,000	75,000	75,000	-	-	75,000	Budget	75,000	75,000	-	-
Erosion Control	15,000	-	15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
Autumn Ridez Park Slide	10,000	-	10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
Skate Park Mesh, Rails, and Restroom Enclosure	20,000	-	20,000	20,000	20,000	-	-	20,000	Budget	20,000	20,000	-	-
Asphalt Pedestrian Pathways (6 sites)	560,000	-	560,000	560,000	560,000	-	2,206	557,794	Budget	560,000	560,000	-	-
Signage	10,000	-	10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
TOTAL PARK AND TRAIL REPLACEMENTS	690,000	-	690,000	690,000	690,000	-	2,206	687,794		690,000	690,000	-	-
PARK AND TRAIL IMPROVEMENTS													
Greenway Park Concept Plan Pathways	75,000	-	75,000	75,000	75,000	-	-	75,000	Budget	75,000	75,000	-	-
Greenway Park Recreational Trails Program Grant Match	100,000	-	100,000	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
Retaining Wall	40,000	-	40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Foage Park Double Gates	-	-	-	-	-	-	-	-	Budget	-	-	-	-
Subtotal Park and Trail Improvements	215,000	-	215,000	215,000	215,000	-	-	215,000		215,000	215,000	-	-
Memorial Benches	8,000	-	8,000	8,000	8,000	-	1,475	6,525	Budget	8,000	8,000	-	-
Connect Oregon - Waterhouse Trail	400,000	-	400,000	400,000	400,000	-	-	400,000	Award	400,000	400,000	-	-
Local Government Grant Program - Cedar Hills Park	340,156	-	340,156	340,156	340,156	231,850	57,568	50,738	Award	340,156	108,306	-	231,850
Land Water Conservation Fund - Commonwealth Lake Park Bridge Replacement	60,554	-	60,554	60,554	60,554	-	-	60,554	Budget	60,554	60,554	-	-
Land Water Conservation Fund - Crowell Woods	390,000	-	390,000	390,000	390,000	-	-	390,000	Budget	390,000	390,000	-	-
Recreational Trails Program - Greenway Park Loop Trail	400,000	-	400,000	400,000	400,000	-	-	400,000	Budget	400,000	400,000	-	-
Metro Nature in Neighborhoods - Fanno Creek Greenway	220,700	-	220,700	220,700	220,700	10,202	-	210,498	Budget	220,700	210,498	-	10,202
Land Water Conservation Fund - Bonnie Meadow Area Park	661,092	-	661,092	661,092	661,092	-	-	661,092	Budget	661,092	661,092	-	-
Washington County Major Streets Transportation Improvement Program - Waterhouse Trail	300,000	-	300,000	300,000	300,000	-	146,897	153,103	Award	300,000	300,000	-	-
Energy Trust of Oregon - Sunset HVAC	74,282	-	74,282	74,282	74,282	-	-	74,282	Budget	74,282	74,282	-	-
Subtotal Park and Trail Improvements (Grant Funded)	2,854,784	-	2,854,784	2,854,784	2,854,784	242,052	205,940	2,406,792		2,854,784	2,812,732	42,052	42,052
TOTAL PARK AND TRAIL IMPROVEMENTS	3,069,784	-	3,069,784	3,069,784	3,069,784	242,052	205,940	2,612,792		3,069,784	2,827,732	42,052	242,052
CHALLENGE GRANTS													
Program Facility Challenge Grants	75,000	-	75,000	75,000	75,000	-	-	75,000	Budget	75,000	75,000	-	-
TOTAL CHALLENGE GRANTS	75,000	-	75,000	75,000	75,000	-	-	75,000		75,000	75,000	-	-

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 10/31/19

KEY

- Budget Estimate based on original budget - not started and/or no basis for change
- Deferred Some or all of Project has been eliminated to reduce overall capital costs for year
- Award Estimate based on Contract Award amount or quote price estimates
- Complete Project completed - no additional estimated costs to complete.

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BUILDING REPLACEMENTS													
Aloha Pool Tank Acid Wash and Polish	50,000		50,000	50,000	50,000	-	14,080	36,920	Budget	50,000	50,000	-	-
Stuhr Ctr Boiler Chemical Feeder Pkt	4,000		4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
Gable Painting and Caulking (2 sites)	15,000		15,000	15,000	15,000	-	9,842	-	Complete	9,842	9,842	5,158	5,158
Ergonomic Equipment/Fixtures	6,000		6,000	6,000	6,000	-	2,057	3,943	Budget	6,000	6,000	-	-
Natalistrium Lighting	310,000		310,000	310,000	310,000	-	-	310,000	Budget	310,000	310,000	-	-
Air Structure Curtains	23,000		23,000	23,000	23,000	-	4,500	18,500	Budget	23,000	23,000	-	-
Sump Pump Pit Covers	4,200		4,200	4,200	4,200	-	-	5,631	Award	5,631	5,631	(1,431)	(1,431)
Tables, Chairs, Canopies	4,000		4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
Wood Floor Refinish (3 sites)	137,500		137,500	137,500	137,500	-	-	137,500	Budget	137,500	137,500	-	-
Emergency Repairs	123,700		123,700	123,700	123,700	-	19,591	104,109	Budget	123,700	123,700	-	-
Parking Lot Resurface	75,000		75,000	75,000	75,000	-	-	75,000	Budget	75,000	75,000	-	-
Water Heater	6,000		6,000	6,000	6,000	-	-	6,000	Budget	6,000	6,000	-	-
Pool Filter Sand and Laterals (3 sites)	46,000		46,000	46,000	46,000	-	13,824	24,002	Award	37,826	37,826	8,174	8,174
Pump and Motor (4 sites)	73,000		73,000	73,000	73,000	-	-	73,000	Budget	73,000	73,000	-	-
Pool Filter Grds	7,000		7,000	7,000	7,000	-	5,556	6,004	Award	11,560	11,560	(4,560)	(4,560)
Lane Line Reels	4,000		4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
Panic Hardware (2 sites)	17,738		17,738	17,738	17,738	-	-	17,738	Budget	17,738	17,738	-	-
Fanno Farmhouse Windows	55,000		55,000	55,000	55,000	-	-	55,000	Budget	55,000	55,000	-	-
Exit Door	7,500		7,500	7,500	7,500	-	-	6,730	Award	6,730	6,730	770	770
Cedar Hills Rec Ctr Window Retint	7,000		7,000	7,000	7,000	-	-	7,000	Award	7,000	7,000	-	-
TOTAL BUILDING REPLACEMENTS			975,638	975,638	975,638	-	69,450	898,076		967,527	967,527	8,111	8,111
BUILDING IMPROVEMENTS													
New Office Facility	7,750,000		7,750,000	7,750,000	7,750,000	-	-	7,750,000	Budget	7,750,000	7,750,000	-	-
LED Light Fixtures at Cedar Hills Recreation Center	33,000		33,000	33,000	33,000	-	-	33,000	Budget	33,000	33,000	-	-
Storage Shed	15,000		15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
Fencing	1,500		1,500	1,500	1,500	-	-	1,500	Budget	1,500	1,500	-	-
Office Thermostat Zone System	9,900		9,900	9,900	9,900	-	-	8,520	Award	8,520	8,520	1,380	1,380
Asphalt Pedestrian Pathway	10,000		10,000	10,000	10,000	-	-	12,475	Award	12,475	12,475	(2,475)	(2,475)
Restroom Automatic Locks	10,000		10,000	10,000	10,000	-	1,297	8,703	Budget	10,000	10,000	-	-
TOTAL BUILDING IMPROVEMENTS			7,829,400	7,829,400	7,829,400	-	1,297	7,829,198		7,830,495	7,830,495	(1,095)	(1,095)
ADA PROJECTS													
ADA Improvement - Bronson Creek South	40,000		40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
ADA Improvement - Veterans Memorial Park	60,000		60,000	60,000	60,000	-	3,150	56,850	Budget	60,000	60,000	-	-
ADA Improvement - Other FY20	90,000		90,000	90,000	90,000	-	9,735	80,265	Budget	90,000	90,000	-	-
TOTAL ADA PROJECTS			190,000	190,000	190,000	-	12,885	177,115		190,000	190,000	-	-
TOTAL CAPITAL OUTLAY DIVISION	7,099,811	6,423,700	13,588,527	21,055,496	20,017,227	4,538,024	777,943	15,834,328		20,848,294	16,412,270	107,202	3,604,957
INFORMATION SERVICES DEPARTMENT													
INFORMATION TECHNOLOGY REPLACEMENTS													
Workstations/Notebooks	67,000		67,000	67,000	67,000	-	48,244	18,756	Budget	67,000	67,000	-	-
Servers	37,000		37,000	37,000	37,000	-	16,476	20,524	Budget	37,000	37,000	-	-
Desktop Printers	5,000		5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
LAN/WAN	5,000		5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
AED Defibrillators	9,000		9,000	9,000	9,000	-	-	9,000	Budget	9,000	9,000	-	-
Security Cameras	58,800		58,800	58,800	58,800	-	-	58,800	Budget	58,800	58,800	-	-
Key Card Readers	31,538		31,538	31,538	31,538	-	-	31,538	Budget	31,538	31,538	-	-
Banner Printer	35,000		35,000	35,000	35,000	-	25,500	-	Complete	25,500	25,500	9,500	9,500
TOTAL INFORMATION TECHNOLOGY REPLACEMENTS			248,338	248,338	248,338	-	90,221	148,017		238,838	238,838	9,500	9,500
INFORMATION TECHNOLOGY IMPROVEMENTS													
Tablet	2,000		2,000	2,000	2,000	-	1,511	-	Complete	1,511	1,511	489	489
Computer	5,500		5,500	5,500	5,500	-	67	5,433	Budget	5,500	5,500	-	-
TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS			7,500	7,500	7,500	-	1,577	5,433		7,011	7,011	489	489
TOTAL INFORMATION SYSTEMS DEPARTMENT			255,838	255,838	255,838	-	91,798	154,051		245,849	245,849	9,989	9,989

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 10/31/19

KEY
 Budget Estimate based on original budget - not started and/or no basis for change
 Deferred Some or all of Project has been eliminated to reduce overall capital costs for year
 Award Estimate based on Contract Award amount or quote price estimates
 Complete Project completed - no additional estimated costs to complete.

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
MAINTENANCE DEPARTMENT			(11,246)										
FLEET REPLACEMENTS													
Crew-Cab 2-3 Yard	-	-	-	-	-	-	54,045	-	Complete	54,045	54,045	(54,045)	(54,045)
Backhoe	110,000	-	110,000	110,000	110,000	-	-	49,000	Award	49,000	49,000	61,000	61,000
Toro x-mowers (2)	30,000	-	30,000	30,000	30,000	-	-	-	Reallocated	-	-	30,000	30,000
52" Mowers (3)	24,750	-	24,750	24,750	24,750	-	-	24,750	Budget	24,750	24,750	-	-
TOTAL FLEET REPLACEMENTS	184,750	-	184,750	184,750	184,750	-	54,045	73,750		127,795	127,795	36,955	36,955
FLEET IMPROVEMENTS													
15-Passenger Vans (2)	70,000	-	70,000	70,000	70,000	-	45,974	-	Complete	45,974	45,974	24,026	24,026
	70,000	-	70,000	70,000	70,000	-	45,974	-		45,974	45,974	24,026	24,026
TOTAL MAINTENANCE DEPARTMENT	-	-	234,750	234,750	234,750	-	100,019	73,750		173,769	173,769	60,981	60,981
GRAND TOTAL GENERAL FUND	7,099,811	6,428,700	14,079,115	21,546,084	20,507,815	4,536,024	969,760	15,862,128		21,367,912	16,831,888	178,172	3,675,927
CAPITAL REPLACEMENT RESERVE													
BUILDING REPLACEMENTS													
Cardio and Weight Equipment	40,000	-	40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Roofs and Gutters (3 sites)	370,000	-	370,000	370,000	370,000	-	-	370,000	Budget	370,000	370,000	-	-
Capital Replacement Reserve	4,250,000	-	4,250,000	4,250,000	4,250,000	-	-	4,250,000	Budget	4,250,000	4,250,000	-	-
TOTAL BUILDING REPLACEMENTS	-	-	4,660,000	4,660,000	4,660,000	-	-	4,660,000		4,660,000	4,660,000	-	-
GRAND TOTAL CAPITAL REPLACEMENT RESERVE	-	-	4,660,000	4,660,000	4,660,000	-	-	4,660,000		4,660,000	4,660,000	-	-

Tualatin Hills Park and Recreation District
Monthly Capital Project Report

Estimated Cost vs. Budget
Through 10/31/19

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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
SDC FUND													
LAND ACQUISITION													
Land Acq - N. Bethany Comm Pk	1,965,800	1,965,800	-	1,965,800	1,965,800	137	-	1,965,800	Budget	1,965,937	1,965,800	(137)	-
Subtotal Land Acq-N Bethany Comm Pk	1,965,800	1,965,800	-	1,965,800	1,965,800	137	-	1,965,800		1,965,937	1,965,800	(137)	-
Land Acq - N. Bethany Nghbd Pk	-	-	-	-	-	-	17,488	-	Complete	17,488	17,488	(17,488)	(17,488)
Subtotal Land Acq-N. Bethany Nghbd Pk	-	-	-	-	-	-	17,488	-		17,488	17,488	(17,488)	(17,488)
Land Acq - N Bethany Trails	946,000	-	1,000,000	1,946,000	1,000,000	558,331	73,099	926,901	Budget	1,558,331	1,000,000	387,669	-
Subtotal Land Acq-N Bethany Trails	946,000	-	1,000,000	1,946,000	1,000,000	558,331	73,099	926,901		1,558,331	1,000,000	387,669	-
Land Acq - Bonny Slope West Neighborhood Park	1,951,000	1,500,000	-	1,951,000	1,500,000	220	-	1,500,000	Budget	1,500,220	1,500,000	450,780	-
Subtotal Land Acq-Bonny Slope West Neighborhood Park	1,951,000	1,500,000	-	1,951,000	1,500,000	220	-	1,500,000		1,500,220	1,500,000	450,780	-
Land Acq - S Cooper Mtn Trail	535,000	535,000	-	535,000	535,000	-	-	535,000	Budget	535,000	535,000	-	-
Subtotal S Cooper Mtn Trail	535,000	535,000	-	535,000	535,000	-	-	535,000		535,000	535,000	-	-
Land Acq - S Cooper Mtn Nat Ar	500,000	500,000	-	500,000	500,000	16,886	-	483,114	Budget	500,000	483,114	-	16,886
Subtotal S Cooper Mtn Nat Ar	500,000	500,000	-	500,000	500,000	16,886	-	483,114		500,000	483,114	-	16,886
Land Acq - Neighborhood Parks - S Cooper Mtn	5,505,000	5,505,000	-	5,505,000	5,505,000	13,909	1,368	5,489,723	Budget	5,505,000	5,491,091	-	13,909
Subtotal Neighborhood Parks - S Cooper Mtn	5,505,000	5,505,000	-	5,505,000	5,505,000	13,909	1,368	5,489,723		5,505,000	5,491,091	-	13,909
Land Acq - Neighborhood Parks - Cooper Mtn	-	-	1,000,000	1,000,000	1,000,000	-	-	1,000,000	Budget	1,000,000	1,000,000	-	-
Subtotal Neighborhood Parks - Cooper Mtn	-	-	1,000,000	1,000,000	1,000,000	-	-	1,000,000		1,000,000	1,000,000	-	-
Land Acq - Neighborhood Parks - Infill Areas	850,000	390,000	500,000	1,350,000	890,000	473,046	12,121	864,833	Budget	1,350,000	876,954	-	13,046
Sub total Neighborhood Parks Infill Areas	850,000	390,000	500,000	1,350,000	890,000	473,046	12,121	864,833		1,350,000	876,954	-	13,046
TOTAL LAND ACQUISITION	12,292,800	10,395,800	2,500,000	14,792,800	12,895,800	1,082,527	104,076	12,795,371		13,931,975	12,869,448	820,825	28,352
DEVELOPMENT/IMPROVEMENT PROJECTS													
Bonny Slope/BSO Trail Devlprmt	500,000	367,800	77,000	577,000	444,800	243,136	168,672	165,192	Budget	577,000	333,864	-	110,936
MTIP Gmt Mich-Watsde Trl #18	3,117,000	83,500	342,820	3,459,820	426,320	3,923,655	-	342,820	Award	4,266,475	342,820	(806,655)	83,500
Bethany Creek Falls Phases 1, 2 & 3 - Proj Management	-	-	-	-	-	-	-	1,140	Complete	4,266,475	1,140	(1,140)	(1,140)
NW Nghbd Pk MP&Des-Bonnie Mdw	265,000	115,500	-	115,500	115,500	256,161	20,205	130,407	Award	406,773	150,812	(141,773)	(85,110)
NW Quad Nghbd Pk DD-Marly Ln	2,100,000	1,851,000	-	2,100,000	1,851,000	372,778	510,129	1,034,737	Award	1,917,644	1,544,866	182,356	306,134
Natural Area Master Plan	100,000	100,000	-	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
Building Expansion (TBD)	995,000	995,000	-	995,000	995,000	-	-	995,000	Budget	995,000	995,000	-	-
MTIP/Bytn Crk Trl Land Acq/ROW	247,000	237,750	-	247,000	237,750	9,377	1,004	236,618	Budget	247,000	237,623	-	127
N.Bethany Pk & Trl/Pj Mgmt	141,000	100,000	-	141,000	100,000	118,145	40,950	-	Budget	159,096	40,950	(18,096)	59,050
Conn CR Gmt Mich-Watrhse 4	715,000	602,900	-	715,000	602,900	303,018	602,900	-	Award	965,918	602,900	(190,918)	(0)
SW Quad Nghbd Pk MP&Des	275,000	267,500	-	275,000	267,500	3,386	-	277,249	Award	280,655	277,249	(6,635)	(9,748)
Cedar Mill Crk Comm Trl Sgmt 4	300,000	299,500	-	300,000	299,500	1,789	-	298,211	Budget	300,000	298,211	-	1,289
S Cooper Mtn Pk & Tr Dev-PM	50,000	49,500	-	50,000	49,500	3,893	-	46,107	Budget	50,000	46,107	-	3,393
NW Quad Near Nghbd Pk Dev	1,925,000	1,810,000	490,000	2,415,000	2,300,000	25,303	7,241	2,392,456	Budget	2,415,000	2,389,697	(89,697)	(89,697)
Bethany Crk Trl 2-Seg 3 DD	1,100,000	970,500	1,845,000	1,715,500	2,800,000	46,626	-	1,518,015	Budget	1,845,000	1,564,640	-	150,860
Cedar Hills Pk-addtl bond fdg	1,038,000	1,038,000	-	1,038,000	1,038,000	-	757,720	280,280	Budget	1,038,000	1,038,000	-	-
NB Park & Trail Improvements	315,000	220,300	23,000	338,000	252,300	134,090	16,810	167,100	Budget	338,000	203,910	-	48,390
RFFA Actv TPRM-Wsd Trl Hy28	200,000	200,000	-	200,000	200,000	-	5,302	194,698	Budget	200,000	200,000	-	-
Dog Parks-expand and new sites	70,000	70,000	-	70,000	70,000	-	-	70,000	Budget	70,000	70,000	-	-
Fanno Crk Trl-Denny Rd Cr Impr	20,000	20,000	-	20,000	20,000	-	-	20,000	Budget	20,000	20,000	-	-
Waterhouse Trail Improvements	350,000	350,000	-	350,000	350,000	-	-	350,000	Budget	350,000	350,000	-	-
Abbey Creek Park - Phase 1 Development	-	-	345,000	345,000	345,000	-	169,722	144,405	Award	314,127	314,127	30,873	30,873
Highland Park - Phase 1 Development	-	-	420,000	420,000	420,000	-	117	419,883	Budget	420,000	420,000	-	-
Undesignated projects	-	-	6,317,400	6,317,400	6,317,400	-	-	6,317,400	Budget	6,317,400	6,317,400	-	-
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	13,823,000	8,757,750	8,760,220	22,583,220	18,517,970	5,875,092	2,348,338	15,370,579		23,534,208	17,859,117	(950,988)	655,853
GRAND TOTAL SDC FUND	26,075,800	20,153,550	11,260,220	37,336,020	31,413,770	6,737,619	2,452,614	28,275,950		37,466,183	30,728,564	(130,163)	685,206

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 10/31/2019

Quadrant	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 19/20	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget	(10) / (3)		
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)	
BOND CAPITAL PROJECTS FUND															
New Neighborhood Parks Development															
SE	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	Barrett Park & Athletic Field	1,295,250	27,555	1,312,805	1,250,248	-	1,250,248	-	Complete	1,250,248	62,558	4.8%	95.2%	100.0%	
NW	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	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	Roger Tibbury 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%	
Renovate & Redevelop Neighborhood Parks															
NE	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	Camille Park	514,100	28,634	542,734	585,471	-	585,471	-	Complete	585,471	(42,737)	-7.9%	107.9%	100.0%	
NW	Somerset West Park	1,028,200	103,970	1,132,170	306,027	3,688	309,716	822,454	Design	1,132,170	-	0.0%	27.4%	27.4%	
NW	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	Visa Brook Park	514,100	20,504	534,604	729,590	-	729,590	-	Complete	729,590	(194,986)	-36.5%	135.5%	100.0%	
	Total Renovate & Redevelop Neighborhood Parks	3,727,213	204,142	3,931,355	3,144,541	3,688	3,148,229	822,454		3,970,684	(39,329)	-1.0%	80.1%	79.3%	
New Neighborhood Parks Land Acquisition															
NW	New Neighborhood Park - NW Quadrant (Eles)	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	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	New Neighborhood Park - NW Quadrant (Mitchell)	-	-	-	793,396	-	793,396	-	Complete	793,396	(793,396)	-100.0%	n/a	100.0%	
NW	New Neighborhood Park - NW Quadrant (PGE)	-	-	-	62,712	-	62,712	-	Complete	62,712	(62,712)	-100.0%	n/a	100.0%	
NE	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	(Lehman - formerly undesignated)	1,500,000	33,466	1,533,466	2,119,940	-	2,119,940	-	Complete	2,119,940	(586,474)	-38.2%	138.2%	100.0%	
SW	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	New Neighborhood Park - SW Quadrant (Altshin)	-	-	-	551,696	-	551,696	-	Complete	551,696	(551,696)	-100.0%	n/a	100.0%	
SW	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	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	New Neighborhood Park (North Bethany) (McGittigan)	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	New Neighborhood Park - Undesignated	-	-	-	-	-	-	-	Reallocated	-	-	-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	2,324,740	11,524,740	11,524,740	-	11,524,740	-		11,524,740	-	0.0%	100.0%	100.0%	
New Community Park Development															
SW	SW Quad Community Park & Athletic Field	7,711,500	343,963	8,055,463	10,672,369	-	10,672,369	-	Complete	10,672,369	(2,616,906)	-32.5%	132.5%	100.0%	
	Sub-total New Community Park Development	7,711,500	343,963	8,055,463	10,672,369	-	10,672,369	-		10,672,369	(2,616,906)	-32.5%	132.5%	100.0%	
UND	Authorized use of savings from Bond Facility Rehabilitation category	-	1,300,000	1,300,000	-	-	-	-	N/A	-	1,300,000	n/a	n/a	n/a	
UND	Authorized use of savings from Bond Administration (Issuance) category	-	932,655	932,655	-	-	-	-	N/A	-	932,655	n/a	n/a	n/a	
UND	Outside Funding from Washington County / Metro	-	384,251	384,251	-	-	-	-	N/A	-	384,251	n/a	n/a	n/a	
UND	Transferred from Community Center Land Acquisition	-	-	-	-	-	-	-	N/A	-	-	n/a	n/a	n/a	
	Total New Community Park Development	7,711,500	2,960,869	10,672,369	10,672,369	-	10,672,369	-		10,672,369	-	0.0%	100.0%	100.0%	

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 10/31/2019

Quadrant	Description	Project Budget			Project Expenditures				Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance Est. Cost (Over) Under Budget	Percent of Variance Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost	
		Initial Project Budget	Adjustments	Current Total Project Budget FY 19/20	Expended Prior Years	Expended Year-to-Date	Total Expended to Date	Estimated Cost to Complete							Estimated Cost to Complete
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)							(6+7)=(8)
New Community Park Land Acquisition															
NE	New Community Park - NE Quadrant (Teufel)	10,000,000	132,657	10,132,657	8,103,899	-	8,103,899	-	Complete	8,103,899	2,028,758	20.0%	80.0%	100.0%	
NE	Community Park Expansion - NE Quad (BSD/William Walker)	-	-	-	373,237	-	373,237	-	Complete	373,237	(373,237)	100.0%	n/a	100.0%	
Sub-total New Community Park		10,000,000	132,657	10,132,657	8,477,136	-	8,477,136	-		8,477,136	1,655,521	16.3%	83.7%	100.0%	
UND	Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(1,655,521)	(1,655,521)	-	-	-	-	N/A	-	(1,655,521)	n/a	n/a	n/a	
Total New Community Park		10,000,000	(1,522,864)	8,477,136	8,477,136	-	8,477,136	-		8,477,136	-	0.0%	100.0%	100.0%	
Renovate and Redevelop Community Parks															
NE	Cedar Hills Park & Athletic Field	6,194,905	449,392	6,644,297	7,671,293	9,332	7,680,625	3,690.82	Award	7,684,316	(1,040,019)	-15.7%	115.6%	100.0%	
SE	Schiffler Park	3,598,700	74,403	3,673,103	2,633,084	-	2,633,084	-	Complete	2,633,084	1,040,019	28.3%	71.7%	100.0%	
Total Renovate and Redevelop Community Parks		9,793,605	523,795	10,317,400	10,304,377	9,332	10,313,709	3,691		10,317,400	-	0.0%	100.0%	100.0%	
Natural Area Preservation - Restoration															
NE	Roger Tibury Memorial Park	30,846	1,800	32,646	24,670	-	24,670	11,780	Establishment	36,450	(3,804)	-11.7%	75.6%	67.7%	
NE	Cedar Mill Park	30,846	1,172	32,018	1,201	-	1,201	-	Complete	1,201	30,817	96.2%	3.8%	100.0%	
NE	Jordan/Jackie Husen Park	306,450	8,961	317,421	36,236	-	36,236	-	Complete	36,236	281,185	38.6%	11.4%	100.0%	
NW	NE/Bathany Meadows Trail Habitat Connection	246,768	16,178	262,946	-	-	-	-	On Hold	-	262,946	100.0%	0.0%	0.0%	
NW	Hansen Ridge Park (formerly Kaiser Ridge)	10,282	300	10,582	12,929	-	12,929	-	Complete	12,929	(2,347)	-22.2%	122.2%	100.0%	
NW	Allenbach Acres Park	41,128	2,318	43,446	10,217	-	10,217	-	Complete	10,217	33,229	76.5%	23.5%	100.0%	
NW	Crystal Creek Park	205,640	7,208	212,848	95,401	-	95,401	-	Complete	95,401	117,447	55.2%	44.8%	100.0%	
NE	Footfalls Park	61,692	1,172	62,864	46,178	-	46,178	-	Complete	46,178	16,686	26.5%	73.5%	100.0%	
NE	Commonwealth Lake Park	41,128	778	41,906	30,809	-	30,809	-	Complete	30,809	11,097	26.5%	73.5%	100.0%	
NW	Tualatin Hills Nature Park	90,800	2,323	93,123	27,696	-	27,696	-	Complete	27,696	65,427	70.3%	29.7%	100.0%	
NE	Pioneer Park	10,282	254	10,536	9,421	-	9,421	-	Complete	9,421	1,115	10.6%	89.4%	100.0%	
NW	Whispering Woods Park	51,410	914	52,324	48,871	-	48,871	-	Complete	48,871	3,453	6.6%	93.4%	100.0%	
NW	Willow Creek Nature Park	20,564	389	20,953	21,877	-	21,877	-	Complete	21,877	(924)	-4.4%	104.4%	100.0%	
SE	AM Kennedy Park	30,846	741	31,587	26,866	-	26,866	-	Complete	26,866	4,721	14.9%	85.1%	100.0%	
SE	Camille Park	77,115	1,784	78,899	61,399	-	61,399	-	Complete	61,399	17,500	22.2%	77.8%	100.0%	
SE	Vista Brook Park	20,564	897	21,461	5,414	-	5,414	-	Complete	5,414	16,047	74.8%	25.2%	100.0%	
SE	Greenway Park/Koll Center	61,692	2,316	64,008	51,061	-	51,061	-	Complete	51,061	12,947	20.2%	79.8%	100.0%	
SE	Bauman Park	92,256	2,024	94,280	30,153	-	30,153	-	Complete	30,153	64,127	64.2%	35.8%	100.0%	
SE	Fanno Creek Park	162,456	6,601	169,057	65,147	-	65,147	5,508	Establishment	70,655	98,402	58.2%	38.5%	92.2%	
SE	Hideway Park	41,128	1,105	42,233	38,459	-	38,459	-	Complete	38,459	3,774	8.9%	91.1%	100.0%	
SW	Murrayhill Park	61,692	1,031	62,723	65,712	-	65,712	-	Complete	65,712	(2,989)	-4.8%	104.8%	100.0%	
SE	Hyland Forest Park	71,974	1,342	73,316	65,521	-	65,521	-	Complete	65,521	7,795	10.6%	89.4%	100.0%	
SW	Cooper Mountain	205,640	13,479	219,119	14	-	14	-	On Hold	14	219,105	100.0%	0.0%	100.0%	
SW	Winkelman Park	10,282	241	10,523	5,894	-	5,894	-	Complete	5,894	4,629	44.0%	56.0%	100.0%	
SW	Lowami Hart Woods	287,896	9,345	297,241	127,906	-	127,906	-	Complete	127,906	169,335	57.0%	43.0%	100.0%	
SW	Rosa/Hazledale Parks	28,790	722	29,512	12,754	-	12,754	-	Complete	12,754	16,758	56.8%	43.2%	100.0%	
SW	Mt Williams Park	102,620	8,048	110,668	38,017	-	38,017	72,851	Establishment	110,668	-	0.0%	34.3%	34.3%	
SW	Jenkins Estate	154,230	3,365	157,595	139,041	-	139,041	-	Complete	139,041	18,554	11.8%	88.2%	100.0%	
SW	Summercrest Park	10,282	193	10,475	7,987	-	7,987	-	Complete	7,987	2,488	23.8%	76.2%	100.0%	
SW	Morrison Woods	61,692	4,042	65,734	0	-	0	-	Cancelled	0	65,734	100.0%	0.0%	100.0%	
UND	Interpretive Sign Network	339,306	9,264	348,570	326,776	-	326,776	-	Complete	326,776	21,794	6.3%	93.7%	100.0%	
NW	Beaverton Creek Trail	61,692	4,043	65,735	-	-	-	-	On Hold	-	65,735	100.0%	0.0%	0.0%	
NW	Bethany Wetlands/Bronson Creek	41,128	2,695	43,823	-	-	-	-	On Hold	-	43,823	100.0%	0.0%	0.0%	
NW	Bluegrass Downs Park	15,423	1,010	16,433	-	-	-	-	On Hold	-	16,433	100.0%	0.0%	0.0%	
NW	Crystal Creek	41,128	2,696	43,824	-	-	-	-	On Hold	-	43,824	100.0%	0.0%	0.0%	
UND	Reallocation of project savings to new project budgets	-	(865,000)	(865,000)	-	-	-	-	Reallocation	-	(865,000)	100.0%	0.0%	0.0%	
SE	Hyland Woods Phase 2	-	76,871	76,871	56,507	1,610	58,117	18,754	Establishment	76,871	-	0.0%	75.6%	75.6%	
SW	Jenkins Estate Phase 2	-	130,098	130,098	54,685	-	54,685	75,413	Establishment	130,098	-	0.0%	42.0%	42.0%	
NW	Somersat	-	158,972	158,972	-	49,000	49,000	109,972	Budget	158,972	-	0.0%	30.8%	30.8%	
NW	Rock Creek Greenway	-	164,270	164,270	-	-	-	164,270	Budget	164,270	-	0.0%	0.0%	0.0%	
NW	Whispering Woods Phase 2	-	100,681	100,681	-	-	-	100,681	Budget	100,681	-	0.0%	0.0%	0.0%	

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 10/31/2019

Quadrant	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance		Percent of Variance	
		Initial Project Budget	Adjustments	Current Total Project Budget FY 19/20	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over)	Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
SE	Raleigh Park	-	116,071	116,071	8,500	-	8,500	107,571	Budget	116,071	-	0.0%	7.3%	7.3%
NE	Bannister Creek Greenway/NE Park	-	79,485	79,485	-	11,492	11,492	67,993	Budget	79,485	-	0.0%	14.5%	14.5%
NW	Beaverton Creek Greenway Duncan	-	20,607	20,607	-	-	-	-	Cancelled	-	20,607	100.0%	0.0%	0.0%
SE	Church of Nazarene	-	30,718	30,718	14,121	-	14,121	-	Complete	14,121	16,597	54.0%	46.0%	100.0%
SW	Lilly K. Johnson Woods	-	30,722	30,722	22,444	1,183	23,627	7,440	Establishment	31,076	(354)	-1.2%	78.9%	78.0%
UND	Restoration of new properties to be acquired	643,023	41,096	684,119	7,172	-	7,172	-	On Hold	7,172	676,947	99.0%	1.0%	100.0%
UND	Reallocation of project savings to new project budgets	-	(1,570,245)	(1,570,245)	-	-	-	-	Reallocation	-	(1,570,245)	100.0%	0.0%	0.0%
NE	NE Quadrant Property(Findley)	-	462,880	462,880	-	-	-	462,880	Budget	462,880	-	0.0%	0.0%	0.0%
NE	N. Johnson Greenway (Peterkort)	-	257,156	257,156	-	-	-	257,156	Budget	257,156	-	0.0%	0.0%	0.0%
NE	Commonwealth Lake Park	-	61,718	61,718	-	-	-	61,718	Budget	61,718	-	0.0%	0.0%	0.0%
SW	155th Wetlands	-	25,716	25,716	7,403	-	7,403	18,313	Budget	25,716	-	0.0%	28.8%	28.8%
SW	Bronson Creek New Properties	-	102,863	102,863	-	-	-	102,863	Budget	102,863	-	0.0%	0.0%	0.0%
SE	Fanno Creek Greenway	-	82,291	82,291	-	-	-	82,291	Budget	82,291	-	0.0%	0.0%	0.0%
NW	HMT North woods and stream	-	51,431	51,431	-	6,531	6,531	43,425	Award	49,956	1,475	2.9%	12.7%	13.1%
NE	Cedar Mill Creek Greenway	-	30,859	30,859	-	5,700	5,700	24,210	Award	29,910	949	3.1%	18.5%	19.1%
SW	Fir Grove Park	-	25,716	25,716	-	14,369	14,369	11,347	Budget	25,716	-	0.0%	55.9%	55.9%
SW	HL Cain Wetlands	-	25,716	25,716	-	10,649	10,649	15,067	Award	25,716	-	0.0%	41.4%	41.4%
NW	Bronson Creek Park	-	25,716	25,716	-	1,374	1,374	19,656	Award	21,030	4,686	18.2%	5.3%	6.5%
SE	Center Street Wetlands Area	-	20,572	20,572	-	1,705	1,705	16,691	Award	18,397	2,175	10.6%	8.3%	9.3%
SW	Tallac Terrace Park	-	10,287	10,287	-	-	-	10,287	Award	10,287	-	0.0%	0.0%	0.0%
NE	Forest Hills Park	-	10,287	10,287	-	1,258	1,258	9,029	Award	10,287	-	0.0%	12.2%	12.2%
UND	Arborist/Tree Management	-	293,410	293,410	8,900	38,415	47,315	246,095	Budget	293,410	-	0.0%	16.1%	16.1%
NW	North Bethany Greenway	-	25,716	25,716	-	4,163	4,163	18,180	Award	23,373	3,373	13.1%	16.2%	18.6%
NW	Willow Creek Greenway II	-	25,716	25,716	-	4,710	4,710	19,980	Award	24,690	1,026	4.0%	17.3%	19.1%
NW	Westside Trail Segment 18	-	25,716	25,716	-	-	-	25,716	Budget	25,716	-	0.0%	0.0%	0.0%
SW	Westside Trail- Burnwood area	-	25,716	25,716	-	18,751	18,751	6,965	Budget	25,716	-	0.0%	72.9%	72.9%
NW	Waterhouse Trail	-	25,716	25,716	-	654	654	25,062	Budget	25,716	-	0.0%	2.5%	2.5%
	Total Natural Area Restoration	3,782,901	250,295	4,013,196	1,605,957	178,969	1,784,926	2,219,172		4,004,098	9,098	0.2%	44.5%	44.6%
	Natural Area Preservation - Land Acquisition													
UND	Natural Area Acquisitions	8,400,000	453,818	8,853,818	5,277,813	7,444	5,285,257	3,568,561	Budget	8,853,818	-	0.0%	59.7%	59.7%
	Total Natural Area Preservation - Land Acquisition	8,400,000	453,818	8,853,818	5,277,813	7,444	5,285,257	3,568,561		8,853,818	-	0.0%	59.7%	59.7%
	New Linear Park and Trail Development													
SW	Westside Trail Segments 1, 4, & 7	4,267,030	85,084	4,352,114	4,381,083	-	4,381,083	-	Complete	4,381,083	(28,969)	-0.7%	100.7%	100.0%
NE	Jordan/Husen Park Trail	1,645,120	46,432	1,691,552	1,227,496	-	1,227,496	-	Complete	1,227,496	464,056	27.4%	72.6%	100.0%
NW	Waterhouse Trail Segments 1, 5 & West Spur	3,804,340	78,646	3,882,986	4,392,047	-	4,392,047	-	Complete	4,392,047	(509,061)	-13.1%	113.1%	100.0%
NW	Rock Creek Trail #5 & Allenbach, North Bethany #2	2,262,040	103,949	2,365,989	1,743,667	-	1,743,667	-	Complete	1,743,667	622,322	26.3%	73.7%	100.0%
UND	Miscellaneous Natural Trails	100,000	7,324	107,324	30,394	-	30,394	76,930	Budget	107,324	-	0.0%	28.3%	28.3%
NW	Nature Park - Old Wagon Trail	359,870	3,094	362,964	238,702	-	238,702	-	Complete	238,702	124,262	34.2%	65.8%	100.0%
NE	NE Quadrant Trail - Bluffs Phase 2	257,050	14,797	271,847	412,424	-	412,424	-	Complete	412,424	(140,577)	-51.7%	151.7%	100.0%
SW	Lowam Hart Woods	822,560	55,645	878,205	1,255,274	-	1,255,274	-	Complete	1,255,274	(377,069)	-42.5%	142.9%	100.0%
NW	Westside - Waterhouse Trail Connection	1,542,300	48,560	1,590,860	1,055,589	-	1,055,589	-	Complete	1,055,589	535,271	33.6%	66.4%	100.0%
	Total New Linear Park and Trail Development	15,060,310	443,531	15,503,841	14,736,676	-	14,736,676	76,930		14,813,606	690,235	4.5%	95.1%	99.5%
	New Linear Park and Trail Land Acquisition													
UND	New Linear Park and Trail Acquisitions	1,200,000	23,378	1,223,378	1,222,206	-	1,222,206	1,172	Budget	1,223,378	-	0.0%	99.9%	99.9%
	Total New Linear Park and Trail Land Acquisition	1,200,000	23,378	1,223,378	1,222,206	-	1,222,206	1,172		1,223,378	-	0.0%	99.9%	99.9%
	Multi-field/Multi-purpose Athletic Field Development													
SW	Winkelman Athletic Field	514,100	34,801	548,901	941,843	-	941,843	-	Complete	941,843	(393,142)	-71.6%	171.6%	100.0%
SE	Meadow Way Park	514,100	4,791	518,891	407,340	-	407,340	-	Complete	407,340	111,551	21.5%	78.5%	100.0%
NW	New Fields in NW Quadrant	514,100	71,592	585,692	71,158	-	71,158	1,270,327	Design	1,341,485	(755,793)	-129.0%	12.1%	5.3%
NE	New Fields in NE Quadrant (Cedar Mill Park)	514,100	14,184	528,284	527,993	-	527,993	-	Complete	527,993	291	0.1%	99.9%	100.0%
SW	New Fields in SW Quadrant	514,100	49,313	563,413	997	3,328	4,325	559,088	Budget	563,413	-	0.0%	0.8%	0.8%
SE	New Fields in SE Quadrant (Conestoga Middle School)	514,100	19,833	533,933	548,917	-	548,917	-	Complete	548,917	(14,984)	-2.8%	102.8%	100.0%
	Total Multi-field/Multi-purpose Athletic Field Dev.	3,084,600	194,314	3,278,914	2,498,248	3,328	2,501,576	1,829,415		4,330,991	(1,052,077)	-32.1%	78.3%	57.8%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 10/31/2019

Quadrant	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance Est. Cost (Over) Under Budget	Percent of Variance	Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost
		Initial Project Budget	Adjustments	Current Total Project Budget FY 19/20	Expended Prior Years	Expended Year-to-Date	Total Expended to Date								
Deferred Park Maintenance Replacements															
UND	Play Structure Replacements at 11 sites	810,223	3,685	813,908	773,055	-	773,055	-	Complete	773,055	40,853	5.0%	95.0%	100.0%	
NW	Bridge/boardwalk replacement - Willow Creek	96,661	1,276	97,937	127,277	-	127,277	-	Complete	127,277	(29,340)	-30.0%	130.0%	100.0%	
SW	Bridge/boardwalk replacement - Rosa Park	38,909	369	39,278	38,381	-	38,381	-	Complete	38,381	897	2.3%	97.7%	100.0%	
SW	Bridge/boardwalk replacement - Jenkins Estate	7,586	34	7,620	28,430	-	28,430	-	Complete	28,430	(20,810)	-73.1%	373.1%	100.0%	
SE	Bridge/boardwalk replacement - Hartwood Highlands	10,767	134	10,901	985	-	985	-	Cancelled	985	9,916	91.0%	9.0%	100.0%	
NE	Irrigation Replacement at Roxbury Park	48,854	63	48,917	41,902	-	41,902	-	Complete	41,902	7,015	14.3%	85.7%	100.0%	
UND	Pedestrian Path Replacement at 3 sites	116,687	150	116,837	118,039	-	118,039	-	Complete	118,039	(1,202)	-1.0%	101.0%	100.0%	
SW	Permeable Parking Lot at Aloha Swim Center	160,914	1,515	162,429	191,970	-	191,970	-	Complete	191,970	(29,541)	-18.2%	118.2%	100.0%	
NE	Permeable Parking Lot at Sunset Swim Center	160,914	3,248	164,162	512,435	-	512,435	-	Complete	512,435	(348,273)	-212.2%	312.2%	100.0%	
Sub-total Deferred Park Maintenance Replacements		1,451,515	10,474	1,461,989	1,832,474	-	1,832,474	-		1,832,474	(370,485)	-25.3%	1321.8%	900.0%	
UND	Authorized Use of Savings from Facility Expansion & Improvements Category	-	200,634	200,634	-	-	-	-	N/A	-	200,634	n/a	n/a	n/a	
UND	Authorized Use of Savings from Bond Issuance Administration Category	-	169,851	169,851	-	-	-	-	N/A	-	169,851	n/a	n/a	n/a	
Total Deferred Park Maintenance Replacements		1,451,515	380,959	1,832,474	1,832,474	-	1,832,474	-		1,832,474	-	0.0%	100.0%	100.0%	
Facility Rehabilitation															
UND	Structural Upgrades at Several Facilities	317,950	(194,874)	123,076	115,484	-	115,484	-	Complete	115,484	7,592	6.2%	93.8%	100.0%	
SW	Structural Upgrades at Aloha Swim Center	406,279	8,497	414,776	518,302	-	518,302	-	Complete	518,302	(103,526)	-25.0%	125.0%	100.0%	
SE	Structural Upgrades at Beaverton Swim Center	1,447,363	37,353	1,484,716	820,440	-	820,440	-	Complete	820,440	664,276	44.7%	55.3%	100.0%	
NE	Structural Upgrades at Cedar Hills Recreation Center	628,387	18,177	646,564	544,403	-	544,403	-	Complete	544,403	101,861	15.8%	84.2%	100.0%	
SW	Structural Upgrades at Conestoga Rec/Aquatic Ctr	44,810	847	45,657	66,762	-	66,762	-	Complete	66,762	(21,105)	-46.2%	146.2%	100.0%	
SE	Structural Upgrades at Harman Swim Center	486,935	21,433	508,368	513,762	-	513,762	-	Complete	513,762	(5,394)	-1.1%	101.1%	100.0%	
SE	Structural Upgrades at Raleigh Swim Center	179,987	2,779	182,766	73,115	-	73,115	-	Complete	73,115	109,651	60.0%	40.0%	100.0%	
NW	Structural Upgrades at HMT/50 Mtr Pool/Aquatic Ctr	312,176	4,692	316,868	233,429	-	233,429	-	Complete	233,429	83,439	26.3%	73.7%	100.0%	
NW	Structural Upgrades at HMT Aquatic Ctr - Roof Replacement	-	203,170	203,170	446,162	-	446,162	-	Complete	446,162	(242,992)	-119.6%	219.6%	100.0%	
NW	Structural Upgrades at HMT Administration Building	397,315	6,080	403,395	299,599	-	299,599	-	Complete	299,599	103,796	25.7%	74.3%	100.0%	
NW	Structural Upgrades at HMT Athletic Center	65,721	85	65,806	66,000	-	66,000	-	Complete	66,000	(194)	-0.3%	100.3%	100.0%	
NW	Structural Upgrades at HMT Dryland Training Ctr	116,506	2,137	118,643	75,686	-	75,686	-	Complete	75,686	42,957	36.2%	63.8%	100.0%	
NW	Structural Upgrades at HMT Tennis Center	268,860	5,033	273,893	74,804	-	74,804	-	Complete	74,804	199,089	72.7%	27.3%	100.0%	
SE	Structural Upgrades at Raleigh Swim Center	4,481	6	4,487	5,703	-	5,703	-	Complete	5,703	(1,216)	-27.1%	127.1%	100.0%	
NW	Structural Upgrades at Somerset Swim Center	8,962	12	8,974	9,333	-	9,333	-	Complete	9,333	(359)	-4.0%	104.0%	100.0%	
NE	Sunset Swim Center Structural Upgrades	1,028,200	16,245	1,044,445	626,419	-	626,419	-	Complete	626,419	418,026	40.0%	60.0%	100.0%	
NE	Sunset Swim Center Pool Tank	514,100	275	514,375	308,574	-	308,574	-	Complete	308,574	205,801	40.0%	60.0%	100.0%	
UND	Auto Gas Meter Shut Off Valves at All Facilities	-	275	275	17,368	-	17,368	-	Complete	17,368	(17,093)	100.0%	0.0%	100.0%	
Sub-total Facility Rehabilitation		6,227,732	132,222	6,359,954	4,815,345	-	4,815,345	-		4,815,345	1,544,609	24.3%	75.7%	100.0%	
UND	Authorized use of savings for SW Quad Community Park & Athletic Fields	-	(1,300,000)	(1,300,000)	-	-	-	-	N/A	-	(1,300,000)	n/a	n/a	n/a	
Total Facility Rehabilitation		6,227,732	(1,167,778)	5,059,954	4,815,345	-	4,815,345	-		4,815,345	244,609	4.8%	n/a	n/a	
Facility Expansion and Improvements															
SE	Elsie Stuhr Center Expansion & Structural Improvements	1,997,868	30,311	2,028,179	2,039,367	-	2,039,367	-	Complete	2,039,367	(11,188)	-0.6%	100.6%	100.0%	
SW	Conestoga Rec/Aquatic Expansion & Splash Pad	5,449,400	85,351	5,534,811	5,414,909	-	5,414,909	-	Complete	5,414,909	119,902	2.2%	97.8%	100.0%	
NW	Aloha ADA Dressing Rooms	123,394	158	123,542	178,764	-	178,764	-	Complete	178,764	(55,222)	-44.7%	144.7%	100.0%	
NW	Aquatics Center ADA Dressing Rooms	133,666	1,083	134,749	180,540	-	180,540	-	Complete	180,540	(45,791)	-34.0%	134.0%	100.0%	
NE	Athletic Center HVAC Upgrades	514,100	654	514,754	321,821	-	321,821	-	Complete	321,821	192,933	37.5%	62.5%	100.0%	
Sub-total Facility Expansion and Improvements		8,218,478	117,557	8,336,035	8,135,401	-	8,135,401	-		8,135,401	200,634	2.4%	97.6%	100.0%	
UND	Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(200,634)	(200,634)	-	-	-	-	N/A	-	(200,634)	n/a	n/a	n/a	
Total Facility Expansion and Improvements		8,218,478	(83,077)	8,135,401	8,135,401	-	8,135,401	-		8,135,401	-	0.0%	100.0%	100.0%	
ADA/Access Improvements															
NW	HMT ADA Parking & other site improvement	735,163	19,544	754,707	1,019,771	-	1,019,771	-	Complete	1,019,771	(265,064)	-35.1%	135.1%	100.0%	
UND	ADA Improvements - undesignated funds	116,184	2,712	118,896	72,245	-	72,245	-	Complete	72,245	46,651	39.2%	60.8%	100.0%	

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 10/31/2019

Quadrant	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance Est. Cost (Over) Under Budget	Percent of Variance	Total Cost Expended to Budget	Cost Expended to Total Cost
		(1) Initial Project Budget	(2) Adjustments	(1+2)=(3) Current Total Project Budget FY 19/20	(4) Expended Prior Years	(5) Expended Year-to-Date	(4+5)=(6) Total Expended to Date							
SW	ADA Improvements - Barrows Park	8,227	104	8,331	8,825	-	8,825	-	Complete	8,825	1,508	18.1%	81.9%	100.0%
NW	ADA Improvements - Bethany Lake Park	20,564	194	20,758	25,566	-	25,566	-	Complete	25,566	(4,808)	-23.2%	123.2%	100.0%
NE	ADA Improvements - Cedar Hills Recreation Center	8,226	130	8,356	8,255	-	8,255	-	Complete	8,255	101	1.2%	98.8%	100.0%
NE	ADA Improvements - Forest Hills Park	12,338	197	12,535	23,416	-	23,416	-	Complete	23,416	(10,881)	-86.8%	186.8%	100.0%
SE	ADA Improvements - Greenway Park	15,423	196	15,619	-	-	-	-	Cancelled	-	15,619	100.0%	0.0%	0.0%
SW	ADA Improvements - Jenkins Estate	16,450	262	16,712	11,550	-	11,550	-	Complete	11,550	5,162	30.9%	69.1%	100.0%
SW	ADA Improvements - Lawndale Park	30,846	40	30,886	16,626	-	16,626	-	Complete	16,626	14,260	46.2%	53.8%	100.0%
NE	ADA Improvements - Lost Park	15,423	245	15,668	15,000	-	15,000	-	Complete	15,000	668	4.3%	95.7%	100.0%
NW	ADA Improvements - Rock Crk Pwrtine Prk (Soccer Fld)	20,564	327	20,891	17,799	-	17,799	-	Complete	17,799	3,092	14.8%	85.2%	100.0%
NW	ADA Improvements - Skyview Park	5,140	82	5,222	7,075	-	7,075	-	Complete	7,075	(1,853)	-35.5%	135.5%	100.0%
NW	ADA Improvements - Warehouse Powerline Park	8,226	183	8,409	8,402	-	8,402	-	Complete	8,402	7	0.1%	99.9%	100.0%
NE	ADA Improvements - West Sylvan Park	5,140	82	5,222	5,102	-	5,102	-	Complete	5,102	120	2.3%	97.7%	100.0%
SE	ADA Improvements - Wonderland Park	10,282	163	10,445	4,915	-	4,915	-	Complete	4,915	5,530	52.9%	47.1%	100.0%
	Total ADA/Access Improvements	1,028,196	24,461	1,052,657	1,242,547	-	1,242,547	-		1,242,547	(189,890)	-18.0%	118.0%	100.0%
	Authorized Use of Savings from Bond Issuance													
UND	Administration Category	-	189,890	189,890	-	-	-	-	N/A	-	189,890	100.0%	n/a	n/a
	Total ADA/Access Improvements	1,028,196	214,351	1,242,547	1,242,547	-	1,242,547	-		1,242,547	-	100.0%	100.0%	100.0%
	Community Center Land Acquisition													
UND	Community Center / Community Park (SW Quadrant) (Hulse/BSI/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	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	-	(169,851)	(169,851)	-	-	-	-	N/A	-	(169,851)	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	-	(932,655)	(932,655)	-	-	-	-	N/A	-	(932,655)	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	(148,964)	1,301,036	504,372	-	504,372	37,325		541,697	759,339	58.4%	38.8%	93.1%
	Grand Total	100,000,000	4,562,276	104,562,276	95,168,919	202,761	95,391,680	8,558,720		103,950,401	611,875	0.6%	91.2%	91.8%

THPRD Bond Capital Program
Funds Reprogramming Analysis - Based on Category Transfer Eligibility
As of 10/31/2019

	Category (Over) Under Budget
Limited Reprogramming	
Land: New Neighborhood Park	-
New Community Park	-
New Linear Park	-
New Community Center/Park	-
	-
	-
Nat Res: Restoration	9,098
Acquisition	-
	9,098
	9,098
All Other	
New Neighborhood Park Dev	-
Neighborhood Park Renov	(39,329)
New Community Park Dev	-
Community Park Renov	-
New Linear Parks and Trails	690,235
Athletic Field Development	(1,052,077)
Deferred Park Maint Replace	-
Facility Rehabilitation	244,609
ADA	-
Facility Expansion	-
Bond Admin Costs	759,339
	602,777
	602,777
Grand Total	611,875



MEMORANDUM

Date: November 18, 2019
 To: Board of Directors
 From: Keith Hobson, Director of Business and Facilities
 Re: **System Development Report for October 2019**

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 October 2019. This report includes information for the program for fiscal year to date.

Current Rate per Unit		With 1.6% Discount	Current Rate per Unit		With 1.6% Discount
Single Family			Multi-Family		
North Bethany	\$ 13,513.00	\$ 13,296.79	North Bethany	\$ 10,785.00	\$ 10,612.44
Bonny Slope West	14,087.00	13,861.61	Bonny Slope West	11,241.00	11,061.14
South Cooper			South Cooper		
Mountain	13,905.00	13,682.52	Mountain	11,097.00	10,919.45
Other	11,895.00	11,704.68	Other	9,494.00	9,342.10
Accessory Dwelling			Non-residential		
Other	6,776.00	6,667.58	Other	397.00	390.65

City of Beaverton Collection of SDCs		Gross Receipts	Collection Fee	Net Revenue
72	Single Family Units	\$ 908,266.94	\$ 14,126.56	\$ 894,140.38
-	Single Family Units at \$489.09	-	-	-
172	Multi-family Units	1,559,451.76	25,356.94	1,534,094.82
-	Less Multi-family Credits	(71,491.00)	-	(71,491.00)
1	Accessory Dwelling Units	5,678.64	90.86	5,587.78
-	Non-residential	10,202.96	163.25	10,039.71
245		\$ 2,412,109.29	\$ 39,737.60	\$ 2,372,371.69

Washington County Collection of SDCs		Gross Receipts	Collection Fee	Net Revenue
155	Single Family Units	\$ 1,966,449.52	\$ 31,463.19	\$ 1,934,986.33
-	Less Credits	-	-	-
-	Multi-family Units	-	-	-
-	Less Credits	-	-	-
1	Accessory Dwelling Units	6,776.00	108.42	6,667.58
-	Non-residential	2,127.00	34.03	2,092.97
156		\$ 1,975,352.52	\$ 31,605.64	\$ 1,943,746.88

Recap by Agency		Percent	Gross Receipts	Collection Fee	Net Revenue
245	City of Beaverton	54.97%	\$ 2,412,109.29	\$ 39,737.60	\$ 2,372,371.69
156	Washington County	45.03%	1,975,352.52	31,605.64	1,943,746.88
401		100.00%	\$ 4,387,461.82	\$ 71,343.25	\$ 4,316,118.57

System Development Charge Report, October 2019

Recap by Dwelling

	Single Family	Multi-Family	ADU	Non-Resident	Total
City of Beaverton	72	172	1	-	245
Washington County	155	-	1	-	156
	227	172	2	-	401

Total Receipts Fiscal Year to Date

Gross Receipts	\$ 4,387,461.82	
Collection Fees	(71,343.25)	
	\$ 4,316,118.57	
Interest	\$ 194,403.11	\$ 4,510,521.68

Total Payments Fiscal Year to Date

Refunds	\$ -	
Administrative Costs	-	
Project Costs -- Development	(2,512,922.74)	
Project Costs -- Land Acquisition	(86,588.42)	(2,599,511.16)
		\$ 1,911,010.52

Beginning Balance 7/1/19	20,392,800.22
Current Balance	\$ 22,303,810.74

Recap by Month, FY 2018/19

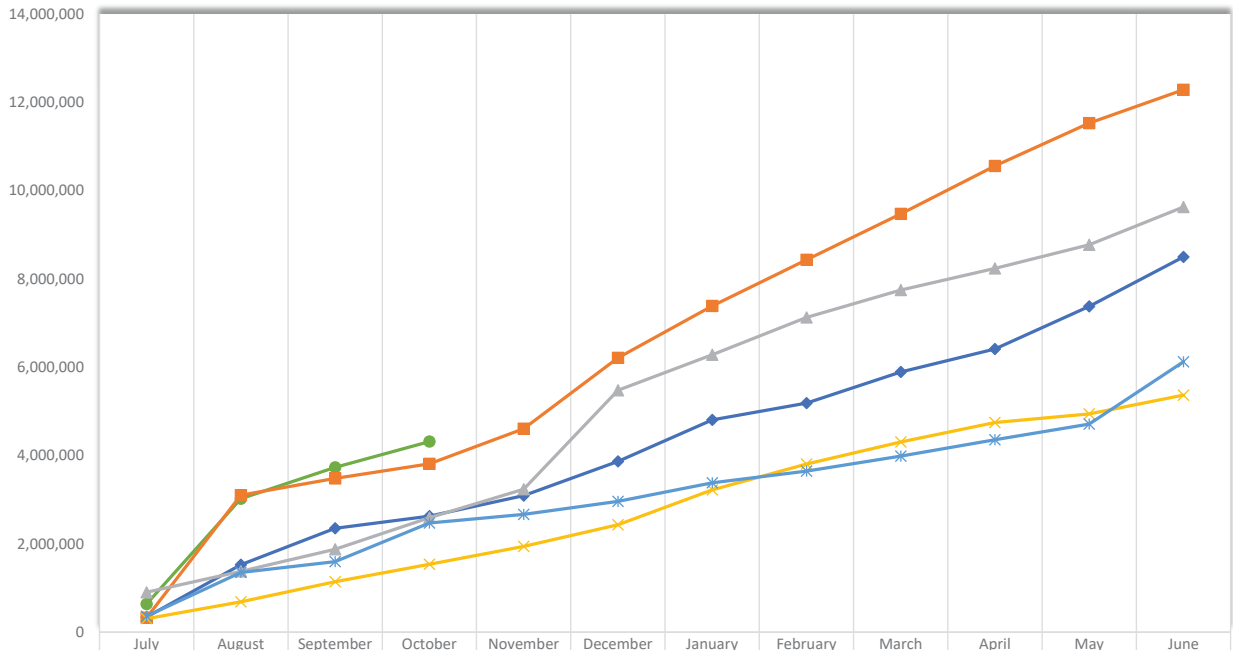
	Net Receipts	Expenditures	Interest	SDC Fund Total
July	\$ 638,061.53	\$ (90,849.58)	\$ 48,616.29	\$ 595,828.24
August	2,384,332.61	(1,027,088.02)	48,652.96	1,405,897.55
September	711,285.38	(915,097.56)	46,712.24	(157,099.94)
October	582,439.05	(566,476.00)	50,421.62	66,384.67
November	-	-	-	-
December	-	-	-	-
January	-	-	-	-
February	-	-	-	-
March	-	-	-	-
April	-	-	-	-
May	-	-	-	-
June	-	-	-	-
	\$ 4,316,118.57	\$ (2,599,511.16)	\$ 194,403.11	\$ 1,911,010.52

Beginning Balance 7/1/19	20,392,800.22
Current Balance	\$ 22,303,810.74

Recap by Month, by Unit

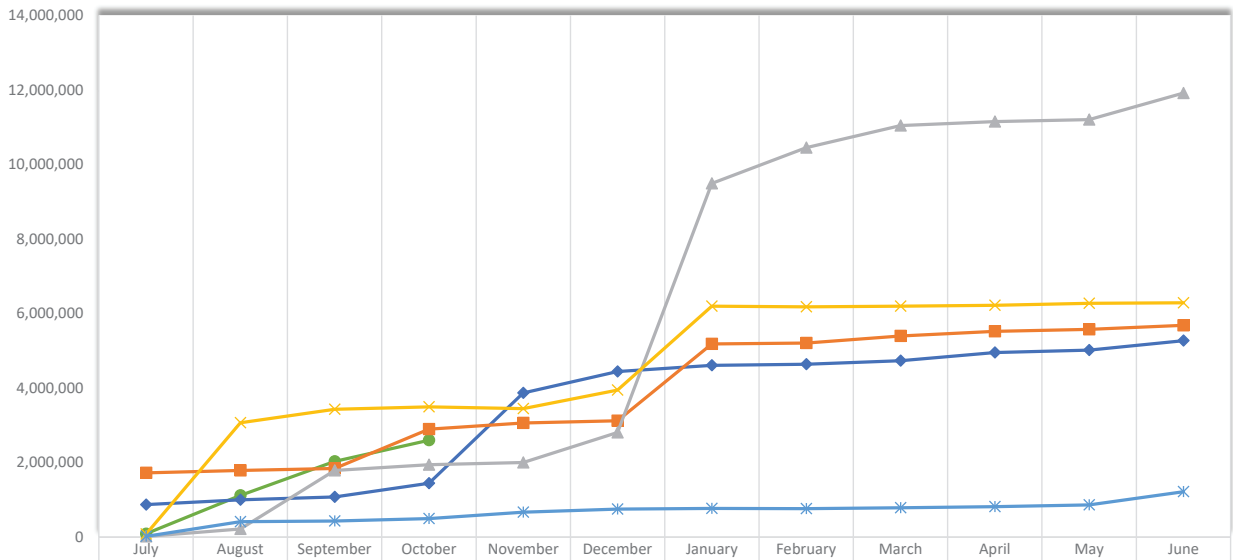
	Single Family	Multi-Family	Non-Residential	ADU	Total Units
July	52	-	-	-	52
August	73	172	-	-	245
September	57	-	-	1	58
October	45	-	-	1	46
November	-	-	-	-	-
December	-	-	-	-	-
January	-	-	-	-	-
February	-	-	-	-	-
March	-	-	-	-	-
April	-	-	-	-	-
May	-	-	-	-	-
June	-	-	-	-	-
	227	172	-	2	401

SDC NET RECEIPTS



	July	August	September	October	November	December	January	February	March	April	May	June
2019/20	638,062	3,022,394	3,733,680	4,316,119								
2018/19	342,858	1,526,692	2,350,386	2,629,308	3,092,119	3,868,051	4,809,035	5,188,855	5,895,483	6,416,413	7,378,531	8,500,335
2017/18	326,031	3,101,921	3,483,829	3,811,088	4,606,202	6,214,455	7,389,329	8,435,744	9,474,756	10,559,729	11,531,646	12,287,676
2016/17	903,889	1,379,228	1,878,472	2,593,985	3,237,143	5,477,462	6,284,722	7,127,328	7,748,639	8,238,832	8,775,911	9,631,363
2015/16	304,350	686,041	1,141,070	1,534,431	1,943,912	2,433,039	3,224,189	3,808,032	4,310,173	4,749,317	4,943,403	5,370,185
2014/15	362,365	1,349,536	1,598,883	2,472,283	2,666,731	2,962,403	3,381,171	3,646,866	3,989,912	4,358,505	4,711,419	6,125,495

SDC EXPENDITURES



	July	August	September	October	November	December	January	February	March	April	May	June
2019-20	90,850	1,117,938	2,033,035	2,599,511								
2018/19	872,928	999,047	1,078,920	1,442,729	3,867,881	4,445,802	4,609,342	4,637,284	4,731,854	4,950,818	5,014,841	5,270,778
2017/18	1,724,189	1,789,956	1,841,475	2,898,204	3,062,924	3,123,925	5,183,213	5,210,292	5,399,850	5,524,037	5,573,045	5,683,260
2016/17	17,397	216,457	1,791,314	1,940,738	2,004,685	2,809,485	9,492,291	10,448,244	11,040,465	11,150,105	11,201,202	11,915,292
2015/16	80,138	3,070,662	3,432,293	3,494,999	3,445,262	3,947,129	6,195,515	6,180,111	6,197,206	6,219,324	6,273,167	6,287,671
2014/15	20,804	414,030	431,743	500,058	669,863	751,119	768,766	765,064	790,070	816,214	862,864	1,217,939