



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

**Board of Directors Regular Meeting
Wednesday, April 9, 2025**

**5:30 pm Executive Session
6:00 pm Regular Meeting**

Location: Tualatin Valley Water District, 1850 SW 170th Avenue, Beaverton, OR

AGENDA

1. Executive Session*
 - A. Personnel
 - B. Land
2. Call Regular Meeting to Order
3. Action Resulting from Executive Session
4. Proclamations
 - A. [Arab American Heritage Month](#)
 - B. [Autism Awareness and Acceptance Month](#)
 - C. [National Volunteer Month](#)
5. Audience Time**
6. Board Time
 - A. Committee Liaisons Updates
7. Consent Agenda***
 - A. [Approve: Resolution Amending Affordable Housing System Development Charges Waiver Policy](#)
 - B. [Approve: Intergovernmental Agreement with Metro for Nature in Neighborhood Grant at Saqsqa Park](#)
 - C. [Award: Serenity Park Construction Contract](#)
 - D. [Award: Fanno Creek Trail - Scholls Ferry Road Pedestrian Crossing Construction Contract](#)
8. Unfinished Business
 - A. [Update: Equity Strategy](#)
 - B. [Information: General Manager's Report](#)
9. Adjourn

***Executive Session:** Executive Sessions are permitted under the authority of ORS 192.660. Copies of the statute are available at the offices of Tualatin Hills Park & Recreation District.

**** Audience Time / Public Testimony:** Testimony is being accepted for this meeting in-person or virtually via MS Teams.

If you wish to testify in-person during the board meeting, please complete and turn in a testimony card at the meeting. Please wait until you are called upon by the board to speak and then proceed to the public testimony table. Testimony will be taken with a 3-minute time limit during the applicable agenda item, or Audience Time.

If you wish to attend the meeting virtually, or testify virtually, please sign up by emailing boardofdirectors@thprd.org or calling 503-645-6433 **by 12 pm the day of the meeting** with your name

and email address (and testimony topic if wishing to provide testimony). You will be provided additional instructions and a link to access the meeting. Testimony will be taken with a 3-minute time limit during the applicable agenda item, or Audience Time.

Testimony regarding work session topics will be taken during Audience Time. At the board's discretion, agenda items may not be considered in the order listed. More information and helpful tips on how to provide testimony can be found at the following link: <https://www.thprd.org/district-information/how-to-give-testimony>

*****Consent Agenda:** Testimony regarding an item on the Consent Agenda will be heard under Audience Time. Consent Agenda items will be approved without discussion unless there is a board member request to discuss a particular Consent Agenda item. The issue separately discussed will be voted on separately.

In compliance with the Americans with Disabilities Act (ADA), this material in an alternate format, or special accommodations for the meeting, will be made available by calling 503-645-6433 at least 48 hours prior to the meeting.



MEMORANDUM

DATE: March 31, 2025
TO: Board of Directors
FROM: Doug Menke, General Manager
RE: Information Regarding the April 9, 2025 Board of Directors Meeting

Agenda Item #4 – Proclamations

A. [Arab American Heritage Month](#)

Attached please find a proclamation declaring April as Arab American Heritage Month.

B. [Autism Awareness and Acceptance Month](#)

Attached please find a proclamation declaring April as Autism Awareness and Acceptance Month.

C. [National Volunteer Month](#)

Attached please find a proclamation declaring April as National Volunteer Month.

Agenda Item #7 – Consent Agenda

Attached please find the following consent agenda items for your review and approval:

- A. [Approve: Resolution Amending Affordable Housing System Development Charges Waiver Policy](#)**
- B. [Approve: Intergovernmental Agreement with Metro for Nature in Neighborhood Grant at Sagsaga Park](#)**
- C. [Award: Serenity Park Construction Contract](#)**
- D. [Award: Fanno Creek Trail – Schools Ferry Road Pedestrian Crossing Construction Contract](#)**

Agenda Item #8 – Unfinished Business

A. [Equity Strategy](#)

Attached please find a memo outlining the district's commitment to creating a welcoming, inclusive and accessible park and recreation system.

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

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



TUALATIN HILLS PARK & RECREATION DISTRICT

PROCLAMATION

By the Board of Directors

WHEREAS, for over a century, Arab Americans have made invaluable contributions to every aspect of American society, including medicine, law, business, education, technology, government, military service, arts, and culture; and

WHEREAS, Arab Americans have enriched communities across the United States by sharing their diverse traditions, heritage, and cultural contributions with their neighbors and friends; and

WHEREAS, Arab Americans have brought strong family values, a deep commitment to education, a spirit of innovation, and a dedication to civic engagement, strengthening the fabric of our society and democracy; and

WHEREAS, despite their many contributions, Arab American history and experiences have often been overlooked or misrepresented, and Arab Americans continue to face challenges such as discrimination, harmful stereotypes, and bias; and

WHEREAS, a common misconception is that all Arabs are Muslim, when in fact Arab Americans come from diverse religious backgrounds—there is a significant community of Arab Christians who have long coexisted with Muslim communities throughout history—reflecting a rich and diverse heritage that is an essential part of the Arab American experience, yet is frequently misunderstood or ignored; and

WHEREAS, fostering education, awareness, and cross-cultural understanding is essential in promoting inclusivity, equity, and respect for Arab American communities; and

WHEREAS, recognizing and celebrating the heritage, resilience, and achievements of Arab Americans helps build a more inclusive and united community; and

NOW, THEREFORE, the Board of Directors of the Tualatin Hills Park & Recreation District does hereby declare the month of April 2025 as

Arab American Heritage Month

And do urge all those in the Tualatin Hills Park & Recreation District to support and promote this observance.

Signed this 9th day of April, 2025.

Barbie Minor, President

Alfredo Moreno, Secretary



[4B]

TUALATIN HILLS PARK & RECREATION DISTRICT

PROCLAMATION

By the Board of Directors

WHEREAS, autism is a naturally occurring form of neurodiversity that affects people of all racial, ethnic, gender, and socioeconomic backgrounds, influencing the way individuals experience and interact with the world; and

WHEREAS, autism is a part of the daily lives of millions of individuals and families, and while progress has been made in increasing acceptance and support, there is still work to do in fostering inclusive communities where people with autism can thrive; and

WHEREAS, THPRD is committed to ensuring that people with autism have equitable access to recreation and services that support their well-being, joy, and personal growth; and

WHEREAS, THPRD is a leader in Access for All, championing inclusive services so people of all abilities can fully participate in programs and activities; and

WHEREAS, THPRD is proud to offer year-round adaptive programming, adaptive swim lessons and special events, ensuring that neurodivergent individuals and their families have meaningful opportunities for recreation and connection.

NOW, THEREFORE, the Board of Directors of the Tualatin Hills Park & Recreation District does hereby declare the month of April 2025 as Autism Acceptance Month and encourages the community to celebrate neurodiversity, foster inclusivity, and support autistic individuals in leading fulfilling lives.

NOW, THEREFORE, the Board of Directors of the Tualatin Hills Park & Recreation District, does hereby declare the month of April 2025 as

Autism Awareness and Acceptance Month

And do urge all those in the Tualatin Hills Park & Recreation District to support and promote this observance.

Signed this 9th day of April, 2025.

Barbie Minor, President

Alfredo Moreno, Secretary



TUALATIN HILLS PARK & RECREATION DISTRICT

PROCLAMATION

By the Board of Directors

WHEREAS, volunteerism is about giving, contributing, and helping others throughout the community, and THPRD would not be able to achieve all that we do without the gift of service and the dedication of our volunteers; and

WHEREAS, THPRD's volunteers serve in a variety of ways, from helping with cultural and community events, park and natural area improvement projects, youth leadership programs, sports leagues, senior programs, and so much more; and

WHEREAS, last year more than 3,400 people contributed almost 28,000 hours to THPRD; and

WHEREAS, the estimated value of our volunteers' contributions to THPRD is over \$977,000, underscoring the tremendous impact of their time, skills, and dedication; and

WHEREAS, volunteerism fosters connection, breaks down barriers, and provides opportunities for people of all backgrounds to engage in meaningful service that enhances our parks, programs, and natural areas; and

WHEREAS, THPRD's volunteers help fulfill our mission to provide high-quality park and recreation facilities, programs, services, and natural spaces that meet the needs of our diverse and growing community; and

WHEREAS, through their generosity, enthusiasm, and commitment, volunteers create a lasting and positive impact that strengthens community ties, inspires others to get involved, and helps ensure that our parks and programs remain welcoming, inclusive, and accessible to all; and

WHEREAS, National Volunteer Month serves as a time to express our deep gratitude to all those who give their time and talent to support THPRD, and to encourage more individuals to engage in volunteerism as a way to enrich our community and themselves;

NOW, THEREFORE, the Board of Directors of the Tualatin Hills Park & Recreation District does hereby declare the month of April 2025 as

National Volunteer Month

And do urge all those in the Tualatin Hills Park & Recreation District to support and promote this observance.

Signed this 9th day of April, 2025.

Barbie Minor, President

Alfredo Moreno, Secretary



MEMORANDUM

DATE: March 24, 2025
TO: Doug Menke, General Manager
FROM: Aisha Panas, Deputy General Manager
RE: **Resolution Amending Affordable Housing System Development Charges Waiver Policy**

Introduction

Staff are requesting board of directors' approval of Resolution 2025-05 (Attachment 1) modifying the System Development Charges Affordable Housing Waiver Policy (AHWP) and Table 1.1 (Attachment 2) of the adopted 2020 SDC Methodology Report (SDCMR). Approval of Resolution 2025-05 increases the unit cap of affordable housing units from 632 units to 900 units and modifies Table 1-1 to reflect the updated unit cap increase. These modifications would not change the district's underlying methodology or System Development Charges (SDC) fee schedule.

Background

At the October 14, 2020 board meeting, Resolution 2020-24 was approved to implement the SDC Affordable Housing Waiver Policy. The AHWP includes a 632-unit cap and directs staff to provide a 100% waiver of SDCs for qualified, regulated housing units restricted to those earning 30% or less than the Median Family Income (MFI); and a 50%. The AHWP requires that out of the 632-unit affordable housing waivers, at least 225 waivers must be reserved for units serving those earning 30% or less than of MFI. These waivers help incentivize the construction of affordable housing projects. The district recognizes that affordable housing waivers reduce the SDC revenue the district can collect, challenging how the district can serve residents living in newly developing affordable housing projects. To try and solve for this, THPRD seeks grants to offset the impact of SDC waivers. Fortunately, staff were able to more-than-offset the impact of these SDC waivers as the district was awarded \$15,480,068 in grant funds since October 2020, when the affordable housing resolution was approved.

At the August 2024 board meeting, staff presented the annual affordable housing program update, where board members expressed interest in extending the program. At the February 12, 2025 board work session, staff presented an overview of the affordable housing program, community trends, program implementation, and future considerations. The program has been very successful, issuing 457 (worth approximately \$2.5 million) of the 632 potential waivers since the resolution was approved. The remaining 175 units available include 89 units which must be reserved for units serving families earning less than 30% MFI. Staff informed the board of three affordable housing projects that intend to seek affordable housing waivers, and that the remaining 175 waivers will be insufficient to accommodate the planned affordable housing units. Staff suggested that increasing the unit cap from 632 units to 900 (268 additional units) would provide enough waivers to cover the three developments. The additional 268 unit waivers would be available for units serving either the less than 30% MFI or 31-60% markets. The table below illustrates how the waivers would be distributed. Increasing the unit cap would be an interim solution to extend the AFWP until the 20-year SDC Methodology update begins later this year.

Affordable Housing Waivers			
Income Restriction	Total Approved Waivers	Waivers Issued To-date	Waivers Remaining Until Cap is Reached
30% MFI	225	136	89
Less than 30% MFI <u>or</u> 30%-60% Markets	675	321	354
Total	900	457	443

Through the work session discussion, board members were eager to ensure that affordable housing projects would have access to affordable housing waivers and directed staff to increase the unit cap from 632 units to 900 units. To complete the extension to the affordable housing program, the district’s legal counsel, Miller Nash, has prepared a draft resolution to modify the SDC Affordable Housing Waiver Policy and the Table 1-1 of the adopted 2020 SDC Methodology Report.

Proposal Request

Staff are requesting board of directors’ approval of a resolution modifying the System Development Charges Affordable Housing Waiver Policy and Table 1.1 of the adopted 2020 SDC Methodology Report. Approval of these resolutions would increase the unit cap of affordable housing units from 632 units to 900 units and modify Table 1.1 to reflect the updated unit cap.

Outcomes of Proposal

Increasing the unit cap of the SDC Affordable Housing Waiver Policy will enable the district to continue to be a part of the regional effort to address the affordable housing shortfall. Reducing barriers to construction costs for affordable housing development projects and providing housing for lower income earners will also add to the economic diversity of district patrons – thus furthering the district’s priority “Leading with Equity with special attention to Racial Equity.”

Public Engagement

The affordable housing policy was discussed at multiple board of directors’ meetings prior to its approval in October 2020 and most recently at the February 2025 board work session. At a recent groundbreaking event, THPRD was acknowledged for being the only agency that provided waivers to help facilitate affordable housing.

Action Requested

Board of directors’ approval of the following items:

1. Resolution No. 2025-05 modifying Resolution 2020-24 System Development Charges Affordable Housing Waiver Policy to increase unit cap to 900 units; and to modify Table 1-1 within the adopted 2020 SDC Methodology Report to reflect the affordable housing unit cap increase to 900.

RESOLUTION NO. 2025-05

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
TUALATIN HILLS PARK & RECREATION DISTRICT
MODIFYING A SYSTEM DEVELOPMENT CHARGES
AFFORDABLE HOUSING WAIVER POLICY**

WHEREAS, the high demand and limited supply for housing in the Portland Metropolitan Region has led to an increase in the cost of housing for both owner-occupied and rental units, and most new housing being developed is affordable only for those with above-median income; and

WHEREAS, in 2019, the Board of Directors directed staff to update the System Development Charges (SDC) Methodology to take into consideration, *inter alia*, a SDC affordable housing waiver policy; and

WHEREAS, notice of intent to hold a hearing to consider modification of the parks SDC at the Board's November 12, 2020 meeting was issued on August 13, 2020, and the draft Parks System Development Charges Methodology Report (Draft Methodology) was made available for public review on September 11, 2020; and

WHEREAS, the Methodology includes provisions allowing the Board to designate by resolution the types of residential development for which a waiver from SDCs may be applied; and

WHEREAS, in October 2020, the Board of Directors approved resolution 2020-24 initiating the Systems Development Charges Affordable Housing Waiver Policy that was incorporated as Table 1-1 in the SDC Methodology Report approved via resolution 2020-27; and

WHEREAS, resolution 2020-24 includes provisions allowing the board to modify by resolution the Systems Development Charges Affordable Housing Policy; and

WHEREAS, the Board of Directors wishes to increase the unit cap on eligible affordable housing projects from 632 to 900 to incentivize the construction of a broader range of affordable projects.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TUALATIN HILLS PARK & RECREATION DISTRICT IN BEAVERTON, OREGON, AS FOLLOWS:

1. Parks SDCs shall be waived for restricted qualified, regulated affordable housing projects as follows:
 - a. 100% waiver of SDCs for qualified regulated housing units restricted to those earning 30% or less than the Median Family Income (MFI) as calculated by the United States Department of Housing and Urban Development; and
 - b. 50% waiver of SDCs for qualified regulated housing units restricted to those making between 31-60% MFI.
2. Developments receiving affordable housing SDC waivers under Resolution 2020-24 and this resolution shall include a deed restriction in favor of the permitting jurisdiction (i.e., City of Beaverton or Washington County) requiring the property owner to maintain the minimum number of affordable housing units for at least 60 years.

RESOLUTION NO. 2025-05

3. The affordable housing waivers authorized through resolution 2020-24 and this Resolution shall not exceed 900 units, of which at least 225 shall be reserved for units available to those earning 30% or less than the MFI.
4. This Resolution will cease to be effective the earliest of:
 - a. The issuance of the affordable housing waivers authorized under this Resolution;
 - b. Adoption of a new methodology replacing the Draft Methodology; or
 - c. Adoption by the Board of Directors of a resolution modifying or rescinding this resolution.
5. Modification of Table 1-1 of the SDC Methodology Report to reflect an increase in the unit cap from 632 units to 900 units and minor text update to reflect language used in the approved Resolution 2020-24.

Approved by the Tualatin Hills Park & Recreation District Board of Directors on the 9th day of April 2025.

Barbie Minor, President

Alfredo Moreno, Secretary

ATTEST:

Jessica Collins, Recording Secretary

Table 1-1
Policy Framework

Policy Issue	Recommendations
Residential SDC Structure	<ul style="list-style-type: none"> Implement a 4-tiered SDC structure for Single-Family residential Maintain existing uniform structure for multifamily
Level of Service	Reduce the amount of the cost of recreation/aquatic centers funded through SDCs to 30%.
Affordable Housing	Adopt a policy on affordable housing waivers that includes the following elements: <ul style="list-style-type: none"> Housing at 30% of median family income (MFI) will be eligible for a 100% waiver of SDCs. Housing at 60% MFI waivers will be eligible for 50% waivers. A cap of 900 632 housing units (of which at least 225 shall be reserved for units available to those earning 30% or less than the MFI and 408 60% MFI housing units). Requirement of a 60-year deed restriction on affordability. A sunset provision on the waivers when any of these criteria are met (1) reaching the waiver cap, (2) adoption of a new methodology or (3) revision of the affordable housing policy resolution.
Nonresidential SDCs	Phase in the recommended SDC increase over 2 years

1.4 Legal Framework

Oregon Revised Statutes (ORS) 223.297 through 223.314 authorize local governments to assess SDCs for the following types of capital improvements:

- Drainage and flood control (i.e., storm water)
- Water supply, treatment, and distribution
- Wastewater collection, transmission, treatment, and disposal
- Transportation
- Parks and recreation

In addition to specifying the infrastructure systems for which SDCs may be assessed, the SDC legislation provides guidelines on the calculation and modification of SDCs, accounting requirements to track SDC revenues, and adoption of administrative review procedures. Key elements of provisions that pertain to the methodology and project list are summarized below.

1.4.1 SDC Structure

An SDC may include a reimbursement fee, an improvement fee, or a combination of the two.

1.4.1.1 Reimbursement Fee

The reimbursement fee is based on the value of available capacity associated with capital improvements already constructed or under construction. The methodology used to calculate the reimbursement fee must consider the cost of existing facilities, prior contributions by existing users, the value of unused capacity, grants, and other relevant factors. The objective of the reimbursement fee methodology is to require new users to contribute an equitable share of the capital costs of existing facilities.



MEMORANDUM

DATE: March 21, 2025
TO: Doug Menke, General Manager
FROM: Aisha Panas, Deputy General Manager
RE **Intergovernmental Agreement with Metro for Nature in Neighborhoods Capital Grant at Saqsaqa Park**

Introduction

Staff are seeking board of directors' authorization for the general manager or designee to execute an intergovernmental agreement (IGA) with Metro for the Nature in Neighborhoods Capital Grant program to fund the purchase of play equipment and amenities for all ages at Saqsaqa Park and community trail in Bethany.

Background

In November of 2019, voters within the Portland Metro area approved a \$475 million Parks & Nature bond – Measure No. 26-203 – (the “bond”) funding programs designed to protect clean water, restore fish and wildlife habitat, and create opportunities to connect people with nature close to home. \$40 million in bond funds were allocated to the Nature in Neighborhoods Capital Grants program to support community-led projects. In March 2024, the board approved Resolution No. 2024-07 authorizing the submission of an application to the Metro Nature in Neighborhoods Capital Grant program for \$300,000 to fund the purchase of play equipment and amenities at Saqsaqa Park. In fall of 2024, the district was notified that the grant was selected for funding.

The district's legal counsel has reviewed and approved the attached IGA for the Metro Nature in Neighborhoods Capital Grant.

Outcomes of Proposal

Approval of the IGA will allow THPRD to leverage available funding to complete the construction of Saqsaqa Park and community trail in North Bethany. Excess Metro Local Share program funding previously approved by the board for this project will be returned to the district's undesignated Local Share allocation and be available for other uses by the district.

Public Engagement

The public engagement effort for this project has been completed. Staff worked with community members to create an inclusive design for the park and trail by holding design workshops, virtual meetings, surveys, engaging in social media efforts, and other ways to recognize the local Black, Indigenous, and People of Color community's history and contributions. This will help ensure the new park and trail are accessible, connect people to nature, are welcoming for BIPOC community members, and provide excellent visitor experiences for all.

Action Requested

Staff are seeking board of directors' authorization for the general manager or designee to execute an intergovernmental agreement with Metro's Nature in Neighborhoods Capital Grants program to fund the purchase of play equipment and amenities at Saqsaqa Park and community trail in Bethany.

Intergovernmental Agreement

2024 Nature in Neighborhoods Capital Grant Program



Metro Contract Number

INTERGOVERNMENTAL AGREEMENT Metro – Tualatin Hills Park & Recreation District

This Intergovernmental Agreement ("Agreement") dated effective as of the last day of signature set forth below ("Effective Date"), is entered into under the provisions of ORS chapter 190 by and between Metro, a metropolitan service district organized under the laws of the state of Oregon and the Metro Charter ("Metro") and Tualatin Hills Park & Recreation District ("Grantee") (each a "Party" or together the "Parties").

BACKGROUND

The electors of Metro approved Ballot Measure 26-203 on November 5, 2019 ("Measure") authorizing Metro to issue \$475 million in general obligation bonds to preserve natural areas, clean water, and protect fish and wildlife. The Measure provides that Metro will distribute up to \$40 million of bond funds for community-led projects, with an emphasis on benefitting historically marginalized communities. These projects will protect and improve water quality and fish and wildlife habitat, support climate resiliency, and increase people's experience of nature.

Metro established a review committee to recommend funding recipients to the Metro Council. Committee membership with diversity of experience made recommendations to create the greatest benefits for people, plants and wildlife. The Metro Council approved the first round of Nature in Neighborhood Capital Grants on June 29, 2023. The Metro Council approved the second round of Nature in Neighborhood Capital Grants including this project on July 11, 2024.

Grantee was awarded \$300,000 for their project All-Ages Play Amenity at Future Park on Heckman Lane located at the future site of Heckman Lane Park in Beaverton. The project will scale up the nature-based play amenities planned for the site to accommodate people of all ages at a new neighborhood park coming to NW Heckman Lane and NW 159th Avenue.

AGREEMENT

1. Term

This Agreement is effective on July 1, 2025 and terminates on June 30, 2028 unless terminated or extended as provided by this Agreement. By written amendment the parties may extend this Agreement for up to 5 years if a project experiences unforeseeable delays. Sections 9, 10, 14, 15, 17, and Exhibit A Attachment 3 survive termination of this Agreement. Notwithstanding the foregoing, all terms of this Agreement will terminate on December 31, 2050.

Intergovernmental Agreement

2024 Nature in Neighborhoods Capital Grant Program



Metro Contract Number

2. Scope of Work

This Agreement establishes responsibilities of the parties concerning this project. Work will be performed pursuant to the Scope of Work, Exhibit A, which is incorporated into this Agreement. Metro will disburse funds to the Grantee as set forth in the Scope of Work.

Tualatin Hills Park & Recreation District authorizes General Manager, or designee, and Metro authorizes the Parks Director, or their designees, to modify the Scope of Work, upon mutual agreement in writing.

Also attached to this Agreement are the following Exhibits:

1. Payment Request and Financial Reporting Requirements
2. Narrative Reporting Requirements
3. Post-Acquisition and Post-Construction Restrictions on Sale and Use
4. Budget, Scope of Work, and Program Assessment (and Land Owner Certification) as part of the application submission packet

3. Grant Amount

The total grant amount is \$300,000. Grantee may use funds only for work completed on the project during the term of this Agreement.

4. Sufficient Funds

Metro certifies that at the time this Agreement is executed sufficient funds are available and authorized for expenditure to finance costs of this Agreement.

5. Forfeit of Unspent Funds

If Grantee fails to start or complete the Project or completes the Project without spending all funds, Metro will retain all funds not expended.

6. Capital Project and Related Covenants

In compliance with the Measure, Metro granted funds to Grantee to use for capital expenses related to the Project. Grantee will own the capital asset resulting from the Project and located on the Property. Grantee will value the Project as a capital asset in an amount no less than the grant amount awarded to Grantee. Grantee covenants that it will (a) own and hold all such capital improvements and real property interests acquired pursuant to this Agreement, and (b) record the asset created by the Project as a fixed, capital asset

Intergovernmental Agreement

2024 Nature in Neighborhoods Capital Grant Program



Metro Contract Number

in the Grantee's audited financial statement, consistent with Generally Accepted Accounting Principles and with the Grantee's financial bookkeeping of other similar assets.

7. Capped Project Costs

Grantee may seek reimbursement of administrative capital expenses. The amount of requested reimbursement must not exceed 10% of the total grant amount. Grantee must track and report on the amount of administrative capital expenses.

8. Limitations on use of Property

Grantee will maintain and operate the portion of the Property upon which the Project is located ("Project Area") and all capital improvements constructed with Measure funds consistent with one or more of the Measure purposes and principles. The Project Area must be maintained to protect water quality and wildlife habitat for generations to come, support climate resiliency, or increase people's experience of nature at the community scale.

Metro may permit secondary use of the Project Area only where the secondary use affects a de minimus portion of the Property Area or where necessary to operate the Project Area consistent with Measure principles.

Grantee may not sell the Property or authorize use of the Project Area in a manner not consistent with the bond measure purposes without agreement in writing from Metro.

9. Oregon Constitution and Tax Exempt Bond Covenants

Grantee acknowledges that Metro's source of funds for the Nature in Neighborhoods Capital Grants program is from the sale of voter-approved general obligation bonds that are to be repaid using ad valorem property taxes that may be exempt from the limitations of Article XI, Sections 11 and 11b, of the Oregon Constitution, and that certain interest paid by Metro to bond holders may be exempt from federal and Oregon personal income taxes. Grantee covenants and agrees that it will take no actions that would jeopardize Metro's general obligation bond levy as exempt from Oregon's constitutional property tax limitations or the income tax exempt status of the bond interest under IRS rules. If Grantee breaches these covenants, Grantee will undertake whatever remedies are necessary to cure the default and to compensate Metro for any loss it may suffer as a result thereof, including, without limitation, reimbursement of Metro for any projects funded under this Agreement.

10. Federal, State and Local Law Compliance

The Grantee must comply with all applicable federal, state, and local laws, regulations, executive orders and ordinances applicable to the work under this Agreement, including without limitation the acquisition of any required permits. All conditions imposed on the Grantee by federal, state, regional, or local governments having jurisdiction over Grantee are deemed part of this Agreement as if specifically set forth. Any violation of these conditions, or any violation of criminal law, may be cause for immediate termination of this Agreement.

Intergovernmental Agreement

2024 Nature in Neighborhoods Capital Grant Program



Metro Contract Number

11. Discrimination Prohibited

Grantee must not exclude any person from participation in the Project or discriminate on the grounds of race, color, or national origin, or on the grounds of religion, sex, ancestry, age, or disability against any person related to any program or activity funded in whole or in part with the grant funds.

12. Funding Recognition

Grantee will recognize Metro and the source of funding from the Measure in any publications, media presentations, or other presentations relating to or describing the Project. Grantee may include recognition of the Project on on-site documentation, for example signs, and in any published final products and visual presentations, web site information, collateral materials, newsletters, and news releases.

13. Project Records

Grantee will maintain all fiscal Project Records in accordance with generally accepted accounting principles. Grantee will maintain Project Records for the longer period of either (A) three (3) years after the final maturity of the bonds from the Bond Measure; (B) until the conclusion of any audit, controversy, or litigation that arises out of or is related to this Agreement and that starts within six (6) years from the date of termination of this Agreement. Grantee must make records available to Metro and its authorized representatives, including but not limited to the staff of any department, at reasonable times and places regardless of whether litigation has been filed on any claims.

14. Public Records Law

All Project Records are public records subject to disclosure under Oregon Public Records Law unless otherwise exempt.

15. Indemnification

Subject to the limitations and conditions of the Oregon Constitution and the Oregon Tort Claims Act, Grantee will indemnify, defend, and hold Metro and Metro's agents, employees, and elected officials harmless from any and all claims, demands, damages, actions, losses, and expenses, including attorney's fees, arising out of or in any way connected with the performance of this Agreement by the Grantee or the Grantee's officers, agents, or employees.

16. Insurance

Grantee agrees to maintain insurance levels, or self-insurance in accordance with state law, for the duration of this Agreement to levels necessary to protect against public body liability. Grantee also agrees to maintain for the duration of this Agreement, Workers' Compensation Insurance coverage for all its employees as a self-insured employer, as provided by ORS chapter 656, or disability coverage under its Disability, Retirement and Death Benefits Plan.

Intergovernmental Agreement

2024 Nature in Neighborhoods Capital Grant Program



Metro Contract Number

17. Termination for Cause

Metro may terminate this Agreement, in full or in part, at any time during the term of this Agreement if Metro reasonably determines that Grantee has failed to comply with any provision of this Agreement and is therefore in default. Upon termination, Metro may immediately withhold or suspend future distributions of bond funds in addition to any other rights and remedies set forth in this Agreement or available at law or in equity.

Notwithstanding any termination for cause, Grantee will be entitled to receive payments for any work completed or for which Grantee was contractually obligated on the date that Metro provided written notice of default.

Grantee will be liable to Metro for all reasonable costs and damages incurred by Metro from the default.

18. Joint Termination for Convenience

Metro and the Grantee may jointly terminate all or part of this Agreement termination is in the public interest. Termination under this provision will be effective with a written termination agreement signed by both parties.

19. Dispute Resolution

The Parties will negotiate in good faith to resolve any dispute arising out of this Agreement. If the Parties are unable to resolve any dispute within 14 calendar days, the Parties will attempt to settle any dispute through mediation. The Parties will attempt to agree on a single mediator. The parties will share the cost of mediation equally.

20. Independent Contractor Status

The Grantee is an independent contractor for all purposes and is entitled only to the compensation provided for in this Agreement. The Grantee is not an employee of Metro. The Grantee must provide all tools or equipment necessary to carry out this Agreement and will exercise complete control in achieving the results specified in the Scope of Work.

The Grantee is solely responsible for its performance under this Agreement and the quality of its work; for obtaining and maintaining all licenses and certifications necessary to carry out this Agreement; for payment of any fees, taxes, royalties, or other expenses necessary to complete the work except as otherwise specified in the Scope of Work; and for meeting all other requirements of law in carrying out this Agreement.

21. Notices

Any notices permitted or required by this Agreement must be in writing to the addresses below.

Intergovernmental Agreement

2024 Nature in Neighborhoods Capital Grant Program



Metro Contract Number

Grantee

Attn: Gery Keck
Tualatin Hills Park & Recreation District
15707 SW Walker Road
Beaverton, OR 97006
Phone: (503)629-6305 (optional, do not use personal no.s)
Email: grants@thprd.org

Metro

Attn: Crista Gardner
Metro Regional Center
600 NE Grand Avenue
Portland, OR 97232
Email: crista.gardner@oregonmetro.gov

The parties may change the addresses by written notice.

22. Oregon Law; Forum

This Agreement will be construed according to the laws of the State of Oregon. Any litigation between Metro and Grantee arising under this Agreement will occur, if in the state courts, in the Multnomah County Circuit Court, and if in the federal courts, in the United States District Court for the District of Oregon located in Portland, Oregon.

23. Assignment; Entire Agreement; Merger; Waiver

This Agreement is binding on each Party, its successors, assigns, and legal representatives and may not, under any circumstance, be assigned or transferred by Grantee without Metro's written consent, which may be withheld in Metro's sole discretion. This Agreement and attachments are the entire agreement between the Parties. The failure to enforce any provision of this Agreement does not constitute a waiver by either Party of that or any other provision. Any waiver of any breach is not a waiver of any succeeding breach or a waiver of any provision.

24. Amendment

The Parties may amend this Agreement only by written amendment signed by both Parties.

25. No Third Party Beneficiaries

Grantee and Metro are the only parties to this Agreement and are the only parties entitled to enforce its terms and the sole beneficiaries. Nothing in this Agreement gives, is intended to give, or will be construed to give or provide any benefit or right, whether directly, indirectly, or otherwise, to third persons any greater than the right and benefits enjoyed by the general public.

Intergovernmental Agreement

2024 Nature in Neighborhoods Capital Grant Program



Metro Contract Number

26. Relationship of Parties

Nothing in this Agreement nor any acts of the Parties hereunder will be deemed or construed by the Parties, or by any third person, to create the relationship of principal and agent, or of partnership, or of joint venture or any association between any Grantee and Metro. Furthermore, Metro will not be considered the owner, contractor or the developer of the Project funded.

27. Limitations

This Agreement is expressly subject to the limitations of the Oregon Tort Claims Act, and is contingent upon appropriation of funds. Any provision of this Agreement that conflicts with the above-referenced laws are deemed invalid and unenforceable.

28. Severability

If any clause, sentence or any other portion of the terms and conditions of this Agreement becomes illegal, null or void for any reason, the remaining portions will remain in full force and effect to the fullest extent permitted by law.

29. Further Assurances

Each of the Parties will execute and deliver any and all additional papers, documents, and other assurances, and will do any and all acts and things reasonably necessary in connection with the performance of their obligations and to carry out the intent and agreements of the Parties.

30. Counterparts; Electronic Execution

The parties may execute this Agreement in counterparts, each of which, when taken together, constitute fully executed originals. Electronic signatures, including e-mail or other digital signatures, operate as original signatures.

31. Authority

The representatives signing on behalf of the Parties certify they are authorized by the Party for whom they sign to make this Agreement.

The Parties have executed this Agreement as of the Effective Date.

Intergovernmental Agreement

2024 Nature in Neighborhoods Capital Grant Program



Metro

600 NE Grand Ave.
Portland, OR 97232-2736

Metro Contract Number

Metro

Tualatin Hills Park & Recreation District

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Review only - Do not Sign

Exhibit A: Scope of Work

Project Requirements: The Project will comply with the following (collectively referred to as the “Project Requirements”):

- Payment Request and Financial Reporting Requirements (Attachment 1)
- Narrative Reporting Requirements (Attachment 2)
- Post-Acquisition and Post-Construction Restrictions on Sale and Use (Attachment 3)
- Budget, Scope of Work, Program Assessment and Land Owner Certification (included in Attachment 4)

Project Background: The project is further described in the following document. The Metro Council awarded the grant based upon the project information contained therein:

Original grant application (Attachment 4)

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ATTACHMENT 1 TO EXHIBIT A
Payment Request and Financial Reporting Requirements

Annual Financial Reporting

On or before July 10 of each year during the Term, beginning in the year Metro first provides a disbursement of any portion of the Allocated Bond Funds to Grantee for a project, Grantee will complete all reimbursement requests and financial reporting requirements for the fiscal year beginning July 1 to June 30.

Payment Request Procedures

A. Retainage: Metro will reserve as retainage from any initial advance or reimbursement payment an amount equal to five percent (5%) of the requested amount. The retainage will not be disbursed to Grant Recipient until the Project is fully completed and a final report is submitted and finally approved by Metro. Following completion of the Project and approval by Metro, Metro will deliver to Grant Recipient the entire retainage as part of the final reimbursement payment or as an additional payment after the approval of the final reimbursement request.

B. Initial Advance Requests

1. **General:** Following the execution of this Agreement, Grantee may request disbursement of a portion of its Allocated Bond Funds from Metro. Metro may, at its discretion, advance a portion of the projected budget not exceeding 30% of the Project Costs for each approved **Project** if Metro determines that the funded project items will commence within ninety (90) days of request. To receive a disbursement of the Initial Advance, Grantee must receive final approval from Metro of any changes to the Project.

2. **Initial Advance Request information:** Grantee must submit the information through Metro's online system ([ZoomGrants](#)).

If Grantee cannot submit request through ZoomGrants they can email it to the Grants and Contracts Coordinator and the Grant Program Manager(s).

3. **Metro payment of Initial Advance Request:** The Initial Advance request is optional. If Grantee would like to receive these funds Grantee will submit a request when the following conditions are met:

- This Grant Agreement has been fully executed
- Funded project work will begin no later than ninety (90) days from the time of submission

After the above conditions are met, Grantee is eligible to request thirty percent (30%) of the Award Amount, not to exceed \$90,000 (the "Initial Advance"). Once approved, Grantee will receive payment of initial advance less the five percent (5%) retainage not to exceed \$85,500.

To receive funds: Grantee will submit a reimbursement request cover sheet indicating the request is for the upfront payment. Metro's Grants and Contracts Coordinator and Grant

Program Manager(s) will review the submitted document and recommend approval for payment to the Team Manager. Metro will disburse funds within thirty (30) days of receiving all necessary documents. Metro will reimburse Grantee by electronic funds transfer (via Automated Clearing House or wire) or check.

C. Reimbursement Requests

1. **General.** After using all of the Initial Advance, Grantees must seek reimbursement for additional costs incurred in arrears up to the total Project Cost. Grantees must provide accounting of payment and any required match of the Initial Advance before requesting additional reimbursement payments. Grantees may seek reimbursement as frequently as once per quarter. At a minimum, Grantees must submit a Reimbursement Request at least once a year in alignment with fiscal year end reporting requirements (see Annual Financial Report requirements).
 - a. **Project Match Reporting:** Grantee will include any matching funds (cash or in-kind) with each payment request. Match may exceed the percentage minimum outlined in Attachment 4, Budget, Scope of Work and Program Assessment, above but must maintain a minimum ratio of 1:1 for project match submitted to date for Metro to approve payment of all reimbursable funds in a request. Metro may make a partial payment, in line with match to date, if necessary.
 - i. Match must be for expenses or services during the contract term.
 - ii. Metro funds or staff time may not be used as match.
2. **Each Reimbursement Request must include:**
 - a. Proof of payment of the Initial Advance and correlating percentage of match until such time as the advance has been fully reported and spent down.
 - b. A Request for Reimbursement itemized statement of expenses for each Project showing a schedule of charges being submitted for reimbursement and match including the name of the vendor or person who was paid, description of charge and amount. The schedule of charges should list which costs are or are not subject to the Capped Capital Costs and indicate with which budget category from the project submission the expense corresponds. The total on the itemized statement should match the amount indicated on the Reimbursement Request for Release of Funds.
 - c. A completed Reimbursement Request for Release of Funds on a form provided by Metro, signed by an authorized representative of Grantee certifying:
 - i. Compliance with all Program Requirements and Project Requirements set forth in the Agreement;
 - d. Grantee must submit the information through Metro's online system ([ZoomGrants](#)). If Grantee cannot submit request through ZoomGrants they can email it to the Grants and Contracts Coordinator and the Grant Program Manager(s).

3. Metro payment of Reimbursement Request: Metro's Grants and Contracts Coordinator and Grant Program Manager(s) will review the submitted documents and

recommend approval for payment to the Program Director or request additional information from Grantee as needed. Metro will disburse funds within thirty (30) days of receiving all necessary documents. Metro will reimburse Grantee by electronic funds transfer (via Automated Clearing House or wire) or check.

4. Final payments: Metro will release final payments at the close of each project following receipt and formal acceptance of project close-out report by Metro staff.

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ATTACHMENT 2 TO EXHIBIT A
Narrative Report Requirements

Regular Reporting Requirements

1. Metro distribution of Allocated Bond Funds is conditioned on Grantee's ongoing demonstration of progress on each project as presented through Progress Reports every six months, updates in staff-to-staff conferences as needed, and progress ports. Metro may revise any report template and will provide Grantee with notice at least three months before requiring Grantee to use the revised template.
 - a) Staff-to-Staff Conferences. Grantee and Metro staff will confer as requested by either party by telephone, video conference, in-person meetings, or site visits. Topics will include project progress, support needs, challenges or issues, and opportunities to share progress with the community and the Metro Council.
 - b) Bi-annual progress reports. By June 30 and December 31 of each year during the Term (or until project completion and final report is submitted), Grantee will provide brief updates in writing via ZoomGrants in response to questions provided by Metro, describing project status (scope, schedule budget) and identifying any issues that may delay or interfere with project completion.
 - c) Annual bond outcomes and impacts report and financial overview. Metro will provide additional context and information on reporting metrics ahead of the first required report.
 - d) Final Report. After completion of the grant project, Grantee will provide a Final Report via ZoomGrants on a template provided by Metro. This report will serve as the permanent public record of the grant project for Metro.

ATTACHMENT 3 TO EXHIBIT A

Post-Acquisition and Post-Construction Restrictions on Sale and Use

The Post-Acquisition and Post-Construction Restrictions on Sale and Use apply until the end of the Term of the Agreement.

I. Post- Acquisition Restrictions:

Grantee may not sell or otherwise authorize the use of such property for a use other than as a Bond Required Use (provided however a de minimis portion of such property may be transferred or put to another use, which may include, but is not limited to, a road dedication, utility requirements or other requirements necessary to comply with a land use review proceeding initiated to use the overall property consistent with a Bond Required Use), unless Grantee certifies all of the following:

- a) Grantee's decision to sell or use the property in a manner inconsistent with a Bond Required Use is the result of unforeseen circumstances.
- b) Grantee's intent, at the time it purchased the property, was to use it for a Bond Required Use.
- c) In the event of a sale, Grantee transferred the property to a non-federal public agency or jurisdiction.
- d) Grantee provided Metro written notice of its intent to authorize the sale to a third party or change Grantee's use of the property 180 days before the sale or change in use.
- e) Grantee held at least one public hearing regarding the matter, consistent with its adopted public meeting procedures, before making a final decision to sell or change the use of the property, and adopts a resolution or ordinance that includes findings that the conditions in subsections (I)(A) through (I)(D) of this Attachment have been satisfied and that Grantee has satisfied or will satisfy its obligations as described in subsections (I)(F) and (I)(G) of this Attachment.
- f) Metro approves Grantee's determination of the appraisal value of the property pursuant to the following steps:
 1. At least 90 days before to making a final decision to sell or change the use of the property, Grantee will provide Metro with an independent MAI appraisal of the fair market value of the property assuming that the property was subject to the same use restrictions as were in place at the time Grantee purchased the property. The appraisals must be in compliance with USPAP standards and federal and ODOT right-of-way acquisition standards, where applicable, and will not be subject to any other extraordinary assumptions; and
 2. Not later than 90 days after receiving the appraisal obtained by Grantee, Metro will inform Grantee whether Metro has approved the appraisal, which decision will be made in good faith and based on whether the appraisal is complete and reasonable. Metro's review will include having the appraisal reviewed by a review appraiser hired by Metro to conduct a review in accordance with USPAP and general appraisal standards. If Metro does not approve the appraisal, then Metro will inform Grantee

the reasons for not approving the appraisal and Grantee may resubmit a revised appraisal to Metro pursuant to subsection (I)(F)(1) of this Attachment.

II. Post- Construction Restrictions:

Grantee may not sell or otherwise authorize use of such buildings or improvements pursuant to this Agreement in a manner inconsistent with a Bond Required Use, except that Grantee may transfer or put to another use a de minimis portion of such property, including without limitation a road dedication, utility requirements or other requirements necessary to comply with a land use review proceeding initiated to use the overall property consistent with a Bond Required Use, unless Grantee complies with all of the following:

- a) Grantee's decision to sell or use such buildings or improvements in a manner inconsistent with the Bond Required Use is the result of unforeseen circumstances.
- b) Grantee's intent, at the time it constructed such buildings or improvements, was to use them for a Bond Required Use.
- c) In the event of a sale, Grantee transfers the property to a non-federal public agency or jurisdiction.
- d) Grantee provides Metro 180 days advance written notice of its intent to authorize the sale to a third party or change in use of such buildings or improvements.
- e) Grantee holds at least one public hearing regarding the matter, consistent with its adopted public meeting procedures, before making a final decision to sell or change the use of such buildings or improvements, and adopts a resolution or ordinance that includes findings that the conditions in subsections (II)(A) through (II)(E) of this Attachment have been satisfied and that Grantee has satisfied or will satisfy its obligations as described in subsections (II)(F) and (II)(G) of this Attachment.
- f) Metro approves Grantee's determination of the appraisal value of such buildings or improvements pursuant to the following steps:
 - (1) At least 90 days before making a final decision to sell or change the use of such buildings or improvements, Grantee will provide Metro with an independent MAI appraisal of the fair market value of such buildings or improvements. The appraisals must be in compliance with USPAP standards and federal and ODOT right-of-way acquisition standards, where applicable, and will not be subject to any other extraordinary assumptions; and

Not later than 90 days after receiving the appraisal obtained by Grantee, Metro will inform Grantee whether Metro has approved the appraisal, which decision will be made in good faith and based on whether the appraisal is complete and reasonable. Metro's review will include having the appraisal reviewed by a review appraiser hired by Metro to conduct a review in accordance with USPAP and general appraisal standards. If Metro does not approve the appraisal, Metro will inform Grantee the reasons for not approving the appraisal and Grantee may resubmit a revised appraisal to Metro pursuant to subsection (II)(F)(1) of this Attachment.

Attachment 4

Original Grant Pre-application and Full application with attachments which includes Grantee Budget, Scope of Work and Program Assessment

(Grantee submission on ZoomGrants)

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Attachment 4 to Exhibit A

Powered by [ZoomGrants™](#) and

Metro
Parks and Nature
Parks and Nature
2024 Nature in Neighborhoods capital grants
Deadline: 2/27/2024

Tualatin Hills Park & Recreation District
All-Ages Play Amenity at Future Park on Heckman Lane

Jump to: [Pre-application Questions](#) [Budget](#) [Scope of Work](#) [Document Uploads](#)

\$ 300,000.00 Requested
\$ 300,000 Estimated Match

Submitted: 2/27/2024 2:45:00 PM
(Pacific)

Project Contact

Gery Keck
grants@thprd.org
Tel: 5036296305

Additional Contacts

none entered

Tualatin Hills Park & Recreation District

15707 SW Walker Road
Beaverton, OR 97006
United States

General Manager

Doug Menke
dmenke@thprd.org

Telephone 503-645-6433
Fax 503-629-6302
Web www.thprd.org

Pre-application Questions [top](#)**1. Project summary (one paragraph, 255 characters)**

Provide a brief summary that describes your project.

This project would scale up the nature-based play amenities planned for the site to accommodate people of all ages at a new neighborhood park coming to NW Heckman Lane and NW 159th Avenue.

2. Fiscal agent

If different than the lead organization. If no fiscal agent, please write "not applicable".

Not applicable

3. Property owner

Committed local or state government owner of the public asset.

Tualatin Hills Park & Recreation District

4. Project partners

Committed partner organizations.

THPRD Parks and Facilities Advisory Committee

5. Potential partners

Potential partner organizations.

Washington County Community Participation Organization 7 – Bethany, Rock Creek, Sunset

6. Project length

(Select only one) Does not include up to two years for contract or IGA execution.

- One year
- Two years
- Three years

7. Project narrative (up to one page, 4000 characters)

Provide a narrative that describes the project. Explain why the program is important for your community and organization, such as how it fits your organization's strategic plan or mission.

THPRD requests funds to install an All-Ages Play Amenity at a new community park located on Heckman Lane in the Bethany area. This project gives THPRD the opportunity to meet its mission to provide high-quality park and recreation facilities, programs, services, and natural areas that meet the needs of the diverse communities it serves as it incorporates nearly all aspects of that mission.

The All-Ages Play Amenity will be highly specialized and unique as it will be a nature-based play amenity in a neighborhood park that will focus on nature play and connecting the community to nature. In addition to being a nature-based play amenity, the amenity will also accommodate users of all ages, including adults and individuals with disabilities. This project is significant for both THPRD and the community for a number of reasons and takes advantage of events already taken place or are underway, making it a perfect fit to meet multiple goals for THPRD and the community.

The All-Ages Play Amenity will be placed in a new neighborhood park currently under development, having just completed its concept plan phase with high engagement and input from the community – young and old alike. Funded by Metro's Nature in Neighborhood grant, the future park at Heckman Lane is unique as it is nature play park that is being designed to connect people to nature, taking advantage of a natural area that borders the south of the park and a riparian habitat along Bethany Creek. The future park at Heckman Lane gives THPRD the opportunity to incorporate its Nature Play Guidelines adopted in October 2022. To the extent that funding allows, THPRD will implement the classifications and guidelines outlined, while taking into consideration community input and accessibility standards. As a fully nature play park, the All-Ages Play Amenity will enhance and add to the amenities of the park and expand the age range those able to use the play equipment as this amenity will accommodate adults.

As a finalist in the Metro Community Choice grant program pilot, the All-Ages Play Amenity was selected as one of the 28 projects that advanced to the final community vote, from an initial project idea pool of over 120. While the project was not selected in the final round of voting that select 15 number of projects for funding, it is one that sustained high interest throughout the process. The project included adding adult-sized play equipment, such as bouldering walls or other nature play elements like logs, trees that encourage climbing with ladders and safety amenities, or willow enclosures at the future park at Heckman Lane.

The All-Ages Play Amenity project will enhance future park at Heckman Lane, expand users' engagement with the park's amenities, and provide an active connection to nature.

8. Goals (up to one page, 4000 characters)

Describe how the project addresses the Nature in Neighborhood Capital Grants purpose, principles and program criteria.

The All-Ages Play Amenity project advances the Nature in Neighborhood Capital Grant's purpose by increasing people's ability to experience nature. The project will scale up the future park's nature play elements so that all members of the community, big and small, are able to experience the benefits of nature play. Additionally, if funded, Nature in Neighborhoods Capital Grants funds will be used to implement a project identified by community members via Metro's Community Choice Grant program pilot and is located in North Bethany, a community in which 49.6% of the population within the neighborhood park's future walkable service area identify as non-white according to 2022 American Community Survey data.

This project also addresses the Capital Grants program's principles by serving the community through inclusive engagement and supporting community-led park and nature projects. The inclusive engagement

process implemented as a part of Metro's Community Choice Grant program pilot identified the All-Ages Play Amenity project. Through an initial community vote and in-person and virtual workshops, Metro District 4 residents led the refinement of this project and selected it as one of the 28 projects advanced to the final community vote, from an initial project idea pool of over 120. If funded, this project would implement the community's vision of creating a place where adult community members can go and play. By scaling up nature play elements so they can be used by a broader cross-section of the community, this project will make parks more accessible and inclusive. This project also seeks to advance racial equity through 2019 Parks and Nature Bond investments by helping to build a new neighborhood park in the emerging North Bethany community where almost half of the population identifies as non-white and 36.8% identify as Asian, well above the Portland-Vancouver-Hillsboro Metro Area population average of 24.6% non-white identifying and 6.9% Asian identifying according to 2022 American Community Survey data.

Finally, the All-Ages Play Amenity project satisfies Capital Grants program criteria by increasing the accessibility of public park spaces and seeking to improve human mental and physical health through nature play. The project will expand the community's access to play by ensuring that play infrastructure is sized appropriately and has the capacity to handle users of all ages. Through increased access to play, the project will help users realize the mental and physical health benefits of exercise and play. Additionally, communities of color – in particular Asian-identifying communities – will disproportionately benefit from this project as communities of color and Asian-identifying peoples in particular are over-represented in the future park's walkable service area.

9. Meaningful community engagement and racial equity (up to one page, 4000 characters)

Describe how the project address the Parks and Nature Bond criteria. How do communities of color and the community served help to identify the need for, design, and deliver this project?

THPRD implements an extensive equity-centered community engagement process to design and name parks in ways that honor and celebrate cultural diversity, in alignment THPRD's equity and inclusion statement. This statement acknowledges that all U.S. government agencies have roots stemming from systemic racism and oppression and seeks to hold THPRD accountable for its role in perpetuating these systems. Additionally, it commits THPRD to take action to create meaningful change as we aspire to bring people together, be a welcoming and inclusive park & recreation district, and live our values of advancing social and racial equity.

To implement our equity-centered engagement process, THPRD uses a variety of outreach tools and practices to expand authentic, multicultural representation and participation among communities of color, people with low incomes, people experiencing disabilities, and additional communities who government agencies have historically failed to represent. Outreach tools include demographic analyses, social media, project web pages, newsletters, partnership networks, fliers, signs, and mailers. Engagement practices included surveys, free all-age events with design workshops, participation incentives and compensation, and community partnerships. All tools and practices continually grow and change in response to community need and include bi- or multi-lingual options and multicultural components.

Using these tools and practices to concept plan the future neighborhood park at NW 159th Ave and Heckman Lane, THPRD staff worked to meaningfully engage hundreds of community members within the future park's walkable service area, 49.6% of whom identify as non-white and 36.8% identify as Asian. Through this engagement THPRD staff heard that community members wanted a future park that would allow them to view and enjoy nature, gather and relax in nature, learn and explore in nature, and exercise and play in nature. Through the 'exercise and play in nature' theme, community members identified the need for a nature play area in the future park's initial design.

Concurrent with the future Heckman Lane neighborhood park concept planning engagement process, THPRD partnered with Metro on its Community Choice Grants pilot. This participatory grantmaking pilot sought to identify community-led parks and nature projects and prioritize communities of color, Indigenous communities, low-income and other historically marginalized groups in engagement efforts. Through this pilot, an adult play amenities project was identified by community members. During in-person design workshops and virtual engagement, community members worked with THPRD and Metro staff to refine this idea into the All-Ages Play Amenity project at the future Heckman Lane neighborhood park. One of the 120 initial project ideas, the All-Ages Play Amenity project was vetted through an initial Metro District

4-wide community vote and was selected as one of 28 projects to be included in the final community vote.

Nature in Neighborhoods Capital Grants funding for the All-Ages Play Amenity's project would help bring the play area identified through the future Heckman Lane neighborhood park concept planning and Community Choice Grants engagements processes to fruition. This project would improve the accessibility and inclusiveness of the future Heckman Lane neighborhood park by ensuring that people of all ages are able to play and enjoy the nature play area.

Finally, the future Heckman Lane neighborhood park previously received Metro Local Share funding. Through this program, THPRD is working to satisfy all 2019 Parks and Nature Bond meaningful community engagement and racial equity criteria such as tracking project outcomes and reporting impacts, particularly as they relate to communities of color; implementing strategies for mitigating gentrification and displacement; and setting aspirational goals for workforce equi

10. Climate resiliency (up to one page, 4000 characters)

Describe how the project address the Parks and Nature Bond criteria and further the region's climate resilience.

This project will address Parks and Nature Bond climate resiliency criteria through the use of low-impact development practices and green infrastructure in project design and development. Within the park where the play area will be sited, preliminary plans include stormwater gardens to detain and infiltrate stormwater.

In construction of the park's play area, contractors may use soft-rubber track equipment, woodchips for padding root systems, and additional low-impact measures to prevent harmful run off and erosion. The need for cut and fill is balanced to the greatest extent possible to minimize the need for removing soil and rock from the site. Additionally, contractors are required to recycle and repurpose project materials to the greatest extent possible, source materials locally, and ensure materials are sustainably harvested.

Engineers and contractors selected for projects are evaluated based on several factors including corporate responsibility and sustainable practices.

All of this work will complement efforts Clean Water Services has planned for Bethany Creek on THPRD and neighboring properties. That work will focus on culvert and fill removal, stream restoration and bank stabilization, along with non-native species management and native species revegetation.

11. Partnerships (up to one page, 4000 characters)

Show how partnerships and collaboration with other individuals, organizations and groups in your community will be formed, strengthened and extended through this project.

With a nearly seventy-year history serving the Greater Beaverton area, THPRD has a vast network of long-standing partnerships to support the delivery of park and recreational opportunities for the community. THPRD looks forward to building on those existing partnerships, strengthening alliances, and creating new partnerships with individuals in the Bethany community and other local organizational stakeholders through this project.

As a Metro Community Choice grant program finalist, this project received widespread community support. To build on this, THPRD's Equity and Engagement team will identify and foster community engagement opportunities at collaborative events with cultural partners to strategically reach culturally diverse communities. This community input will help shape the design of the All-Ages Play Amenity while paying particular attention to staying within the intent of the park, which is to promote nature play. THPRD will also engage and strengthen partnerships with Washington County's Community Participation Organization for Region 7 – Bethany, Rock Creek, and Sunset areas to continue gathering input and identify additional outreach opportunities.

Placed within a new neighborhood park undergoing development, the future park at Heckman Lane recently went through a concept design process drawing significant community engagement. The development of the All-Ages Play Amenity will be incorporated into THPRD's community engagement process through all phases to the project's completion.

12. Organizational preparedness (up to one page, 4000 characters)

Explain why your organization and your partners have the experience and capacity to conduct the project, including identification of key personnel, their roles in the program and their qualifications.
THPRD has a long and proven track record developing parks across the Greater Beaverton area and has done so on numerous occasions with the support and engagement of the community. The THPRD team that will be responsible to implement the All-Ages Play Amenity project includes the following staff members, their roles in the project, and qualifications.

- > Gery Keck, Planning Manager – Over 25 years of experience in planning, design, permitting, and construction related to park and trail facilities. Gery will be responsible for oversight of the project.
- > Nicole Paulsen, Planning Supervisor – Over 15 years of experience in planning, design, permitting related to park and trail facilities. Nicole will be responsible for the project’s implementation and grant deliverables.
- > Liana Harden, Engagement Specialist – Over 10 years of experience managing equity-based engagement planning and programs to intentionally engage communities who government agencies have historically failed to represent. Liana led engagement for the future park.
- > Internal Design Team (includes representatives from maintenance, safety services, programing, natural resources, risk departments) to provide expertise in their respective departments to help guide design to ensure the park is sustainable, provides a design with safety in mind, and opportunities for educational programming.
- > Clean Water Services – worked closely with THPRD as they restored and enhanced the creek adjacent to the property. We partnered to provide access from Heckman Lane Property to the restoration project knowing this would benefit the stream, water quality, and natural resources in addition to adding to the ambiance or aesthetic of the park and its users

13. Location and program reach (up to two pages)

On next page, please upload a location/vicinity map that shows where the program and/or participating communities are located within the region, such as on Google Maps, MetroMap, etc.

I uploaded it!

14. Demographic form (two pages)

On next page, please upload the requested the Nature in Neighborhoods Capital Grants demographic form, which will not be used for the review of your grant application.

I uploaded it!

Budget [top](#)

Budget	Grant Funds Requested	Match Funds	Total Program Budget (Calculated)
Design/ Architecture/ Engineering	\$ 20,000.00		\$ 20,000.00
Permitting			\$ 0.00
Construction (including materials, equipment, 3rd party labor, etc)	\$ 280,000.00	\$ 355,000.00	\$ 635,000.00
Land Acquisition Costs			\$ 0.00
Costs associated with land acquisition (including appraisals, due diligence, surveying, etc)			\$ 0.00
“Capped Capital Costs” limited to 10%1 (e.g. provider staff time, overhead and indirect costs as defined by the IGA, utilities, rent, telephone, fiscal administration			\$ 0.00

Contingency			\$ 0.00
Other (if needed, please provide other budget category descriptions below and details in the budget narrative)			\$ 0.00
Total	\$ 300,000.00	\$ 355,000.00	\$ 655,000.00

Budget Narrative

The Heckman Lane project was awarded \$3,641,867 in Metro Local Share Funds to design and construct a nature-based park and trail. Eligible match funds, amounting to \$355,000, are funds THPRD spent to construct frontage and roadway improvements that will allow clear, direct, and barrier free access to the future park and trail. THPRD has contracted with a self-defined small and emerging business to design the site in parallel with THPRD's community engagement process. The current design offers areas for nature-based amenities, however, the amenities are still receiving community feedback and are not finalized. THPRD is requesting \$300,000 in funding to help support and enhance the all ages play opportunities with \$280,000 going directly towards construction and enhancement of play areas, and \$20,000 reserved for design and engineering (survey and Geotech). The grant will add or enhance play amenities in the play areas and may include a bigger log climber, wider, family friendly embankment slide with boulders, all ages family fitness zone, or shade sails to allow for year round play. A third party construction cost estimate, completed by DCW, lists a cost of \$98,000 for the larger log climber, \$40,000 for the widened embankment slide/boulders/grading, \$70,000 for the all ages fitness zone, \$40,000 for enhanced water play, and shade sails at \$180,000. When the community engagement process concludes and concept plan finalized, THPRD will use grant funds to support the installment of one or more all-ages play amenity.

Scope of Work [top](#)

Scope of work

#	Schedule	Specific tasks	Responsible person or partner
1.	June 23 – May 24	Hiring design consultant and community engagement (Concept Planning), board approval in 5/2024	THPRD, Ground Workshop
2.	June 24 – May 25	Land use (design drawings)	THPRD, Ground Workshop
3.	June 25 – Jan 26	Construction documents (construction permitting)	THPRD, Ground Workshop
4.	Feb 26 – Oct 26	Construction Admin (construction oversight, bidding, construction, substantial completion)	THPRD, Contractor TBD
5.	Oct 26	Open to public	THPRD
6.	Oct 26 - Dec 26	Punch list and close out	THPRD, Contractor TBD
7.			
8.			
9.			
Total			

Program assessment

#	Setting goals	Assessing goals	Setting measures
1.	(THPRD GOALS) THPRD seeks to align project	At the conclusion of each project phase, THPRD will use	Alignment of project activities with VAP themes and actions

outcomes with the themes and actions within the 2020 Vision Action Plan (VAP); goals, objectives, and guiding principles within the 2023 Comprehensive Plan (Comp Plan); goals, objectives, and strategies within the 2024 Climate Action Plan; as well as the project's alignment with design principles articulated in the 2019 Parks Functional Plan (PFP) and 2016 Trails Functional Plan (TFP).

self-assessment and project debrief meetings to assess the project's fulfillment of VAP themes and actions; Comp Plan goals, objectives, and guiding principles; Climate Action Plan goals, objectives, and strategies; and PFP, TFP & ADA design criteria.

Alignment of project activities with Comp Plan goals, objectives, and guiding principles.

Alignment of project activities with Climate Action Plan goals, objectives, and strategies.

Fulfillment of PFP, TFP & ADA design criteria.

2. (NiN Capital Grants Purpose) THPRD seeks to fulfill NiN Capital Grants Program's purpose through an equitable community engagement process leading to the design and development of a priority future neighborhood park site, with natural area frontage, within a fast-growing and highly diverse community.

THPRD will assess fulfillment of the NiN Capital Grants purpose through a quantitative assessment of the area of new public park space available to park visitors and enhanced natural resources, as well as a self-assessment of the fulfillment of design concepts advanced through the Community Choice Grant engagement process.

Number of acres of public neighborhood park land developed

Number of acres of creekside natural resources enhanced by THPRD's partner agency, Clean Water Services

Alignment of developed amenities with design concepts advanced through Metro's Community Choice Grant engagement process

Alignment of the project's community engagement practice with THPRD's equity-centered community engagement process

3. (NiN Capital Grants Principles) THPRD seeks to fulfill as many NiN Capital Grants principles as is feasibly possible with an emphasis on those principles related to serving communities through inclusive engagement and supporting community-led parks and nature projects, with a minimum requirement that one criterion be fulfilled.

THPRD will assess fulfillment of NiN Capital Grant program principles to the serve communities through inclusive engagement, transparency and accountability; and, support community-led parks and nature projects through a self-assessment of design concepts from project concept planning and Metro's Community Choice Grants engagement processes incorporated into permitted designs. Also, THPRD will measure engagement transparency through the production of public engagement summaries.

Alignment of permitted amenities with design concepts advanced through the project's concept planning engagement process

Alignment of developed amenities with design concepts advanced through Metro's Community Choice Grant engagement process

Alignment of the project's community engagement practice with THPRD's equity-centered community engagement process

Proportion of community engagement summaries generated to phased outreach initiatives

4. (NiN Capital Grants Prgm

THPRD will assess the

THPRD will measure

Criteria) THPRD seeks to achieve as many NiN Capital Grants Program criteria as possible, with a focus on those criteria related to improving community health, particularly in communities of color, and increasing access to public park spaces through the development of the future nature-based park on Heckman Lane

project's impact on community health and park access through spatial, demographic, and design analyses of the future park's walkable service area.

improvements to human mental and physical health, particularly in communities of color, Indigenous communities, low-income communities and other historically marginalized communities through a demographic and Level-of-Service analysis of the future park's walkable service area describing the population, disaggregated by race and ethnicity, served by the future park and the amenities included within the park's design that support health and active lifestyles.

THPRD will measure improvements to park access through a spatial analysis counting the number of people within the park's walkable service area who have improved access to public neighborhood parks

5. (P&N Bond – Comm Engagement & Racial Equity Criteria) Meet all Community Engagement and Racial Equity bond criteria.

THPRD will closely align its efforts with the meaningful engagement criteria in the bond by using equity-focused engagement techniques and approaches.

THPRD will assess the fulfillment of Community Engagement and Racial Equity criteria by making these criteria required themes of the project's engagement and design phases. THPRD will then audit the fulfillment of these themes at the end of each project phase to ensure they remain a core part of the project.

THPRD will measure progress toward this goal by alignment of the project's community engagement practice with THPRD's equity-centered community engagement process.

Fulfillment of PFP, TFP & ADA design criteria.

6. (P&N Bond – Climate Resiliency Criteria) THPRD will seek to meet as many Climate Resiliency criteria as possible by incorporating them into the design of the project as design themes, with a minimum of requirement that one criteria be fulfilled.

THPRD will assess fulfillment of climate resiliency criteria through self-assessments and project debrief meetings at the beginning and end of each project phase.

Alignment of project activities with THPRD's Climate Action Plan

Alignment of project activities with Comp Plan goals, objectives, and guiding principles.

Fulfillment of PFP design criteria.

7. (Workforce diversity) THPRD will seek to expand access to contracting and jobs for communities of color, Indigenous communities, low-income and other historically marginalized communities.

THPRD will assess its impact in promoting workforce diversity by:

- Auditing the bid-winning firm to determine what portion of their company is women-

Tracking workforce diversity and investment via certified payroll reports

and/or minority-owned and what proportion of the firm's subcontractor network is MWESB-SDV or COBID-certified.

- After a contract is awarded, tracking the portion of contract dollars allocated to the prime- and sub-contractors and requiring that the prime contractor report on the number jobs sustained by their contract, the number of hours worked, and the seniority of those workers disaggregated by race and gender.

8.

9.

Total

Document Uploads [top](#)

Documents Requested *

Required? Attached Documents *

Provide a location/vicinity map that shows where the project and/or participating communities are located within the region, such as on Google Maps, MetroMap, etc.



[Location/Vicinity Map - Heckman Lane](#)

Please upload letters of support by active partners; each letter should describe the role of that partner.



[Letter of Support - THPRD Parks and Facilities Advisory Committee](#)

[Letter of Support - THPRD Nature and Trails Advisory Committee](#)

[THPRD Letter of Funding Match](#)

[Letter of Support - Clean Water Services](#)

If applicant is not the land holding government agency, please upload a letter stating permission to use property by government sponsor/public land owner certification letter. (maximum one page).

If applicant is not a government agency, please upload the 501(c) (3) tax-exempt status statement or your organization's 501 (c)(3) IRS determination letter, or the following 501(c)(3) tax-exempt status statement (maximum one page).

If applicant is not a government agency, please upload Government Sponsor certification letter with statement indicating that the appropriate governing body has approved the application.

If requested, please upload responses to review committee questions provided to you in the feedback letter.

[THPRD Response to Feedback Letter](#)

If desired, please upload any additional materials that help to describe or illustrate the project to the review committee. Please note: ZoomGrants has a file upload limit of 25 megabytes per file. If file is larger, please add a link in ZoomGrants.

Site visit: What time on May 28, 2024 is your team available for a site visit?

[download template](#)

[Public Engagement Photos](#)

[All Ages Play Amenities Examples](#)

[Concept Plan - Future Neighborhood Park at Heckman Ln.](#)

[Site Visit Confirmation \(THPRD\)](#)

Administrative Documents *

Internal [Feedback Letter THPRD](#)

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Application ID: 465781

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Review only - Do not



2024 Metro Nature in Neighborhoods Capital Grant All-Ages Play Amenity Project Response to Review Committee Questions

Q1. Please explain the Nature in Neighborhoods community choice grants process. For example, what was the role of the community?

The Community Choice Grants Program is a community-led and community-centered process. The process itself was led and co-designed by Metro and a BIPOC-majority committee of community members expressly to engage and reflect the needs of the region's marginalized communities.

Within the process itself, all projects were directly proposed by community members through an open and public process, both online and in-person at community events and spaces.

Project ideas that were eligible for Nature in Neighborhood funding were then developed by community members at public design workshops, supported by landscape architects, designers, and local jurisdictional partners, to produce project proposals that responded to community needs and desires, funding parameters, feasibility, and jurisdictional capacity.

The community-developed projects were then put to two community votes, the first restricted to the people of District 4, ensuring that the second, open to the Metro region, would directly reflect the desires of the local community first.

In sum, the role of the community was to lead, throughout. Community members proposed the projects, developed them with local partners at public workshops, and selected which projects to fund.

The project Adult Play Structures at Heckman Road was proposed by a community member in District 4, was developed by community members, and from a pool of 118 project ideas was among the final 28 projects on the final ballot.

Q2. Is the submitted project a community-led or jurisdiction-led idea?

The project idea was proposed by a community member. The site was identified by THPRD in consultation with community members. The project site design and project elements were prioritized, selected, and organized by community members, supported by design professionals and THPRD staff.

Q3. How was this design determined?

Through the two community design workshops, held in community spaces, community members were first asked to propose elements and concepts for the project idea and then given a menu of project elements and their costs derived from that input and chose which of those elements to include in the project and where on the site they might be located.

Q4. How was community engagement conducted, especially with culturally specific groups?

Engagement throughout the community choice grants was centered on the region's historically underserved and marginalized communities. Areas of intersecting marginalization were identified using Metro's equity focus index. To ensure meaningful engagement, those areas where those factors intersect were included in direct outreach through mailers, flyers at local businesses, social media, and in-person engagement at community events and spaces.

Additionally, a program to engage culturally specific communities via community leaders and organizations was used to host events in and with those communities. These events allowed culturally specific communities to directly influence which projects moved forward in their communities and ensure those projects reflects the needs of their communities and neighborhoods.

Q5. How does THPRD conduct community engagement?

THPRD is committed to an inclusive and whole-community approach to community engagement demonstrated and recognized by two national awards: the Public Involvement Project of the Year in the United States and Core Values Award for Respect for Diversity, Inclusion, and Culture and the International Association for Public Participation (IAP2) USA Chapter for its recent recently completed the 2020 Vision Action Plan. The plan was shaped by a comprehensive community-led engagement effort focused on centering the views and needs of communities of color, people with low incomes, people experiencing disabilities, and other historically marginalized populations. The outreach was intentional. A team of community volunteers worked with THPRD staff to select engagement strategies, methods, and partners that ensured THPRD truly heard from populations within the district it had not traditionally reached.

A variety of techniques were employed in this effort including in-person engagement, targeted focus groups, youth activities, online open houses, and comment boxes. Staff and volunteers attended more than 117 multicultural activities that helped reach a cross section of people from diverse ages, abilities, backgrounds, races, income levels, gender identities, and sexual orientations.

More than 10,000 people were engaged, and more than 12,500 comments were made. After gathering the data, volunteers worked with staff to develop categories for the input received. Those included: Welcoming and Inclusive, Play for Everyone, Accessible and Safe, and Preserving Natural Spaces. Themes and action items for each category were identified based on the comments received.

The Vision Action Plan identified the need for more efforts like the future neighborhood park at Heckman Ln. Now that the project itself has been identified as a priority, more equity-focused neighborhood engagement has been done to develop site-specific park and trail concepts and features. Recent community engagement activities took place at the Holi Festival at the nearby Rock Creek Powerline Park and the Eid al-Fitr Celebration this year.

Q6. What was the role of community committees, accessible and BIPOC leaders, and Washington County partners?

The community, including accessible and BIPOC leaders played an integral role in this project. As part the Community Choice Grant Program, engagement throughout the community choice grants was centered on the region's historically underserved and marginalized communities.

Additionally, a program to engage culturally specific communities via community leaders and organizations was used to host events in and with those communities. These events allowed culturally specific communities to directly influence which projects moved forward in their communities and ensure those projects reflects the needs of their communities and neighborhoods.

Q7. What is an all ages play amenity?

THPRD defines the all-ages play amenity as structures in a park that are safe, appropriate, and appealing to a wide range of people, ages 2 to 102, and with varying abilities. They promote multigenerational use in addition to healthy and active recreation and encourage families to play together.

An example of an all ages play amenity is a slide that is wide enough for several members of a family to enjoy together.

Q8. Could you provide drawings or examples of how this design has been done in other parks either locally or around the world?

Drawings and examples of all-ages amenities have been included as additional material. The final design of the all-ages play amenity will be determined based on feedback from the community as the project begins its design phase.

Q9. How do the design details meet the capital grants criteria, especially that of nature and climate resiliency?

While the final design of the all-ages play amenities has not yet been determined by the community, as THPRD staff and consultants begin the community engagement processes, they will ensure that the capital grant criteria, including nature and climate resiliency, will be the

foundation of the design. The THPRD project manager ensures that the criteria remain throughout the design process.

As part of the development of the larger future neighborhood park that focuses on nature play and connecting people to nature, the tree canopy will be increased throughout the area, including the site locations for the all-ages play amenities. Thus, reducing the heat island effect in an area that is currently devoid of vegetative cover. THPRD will also use low-impact development practices and green infrastructure in the projects design and development. The all-ages play amenity will reflect the nature theme of the park as determined by the community.

Q10. Please expand on how this all-age play amenity incorporates natural features. Is this Nature Play or a recreation-based play structure? Does the park include a natural area or could it?

The all-ages play amenity may consist of nature play structures that will be designed and have natural features and are components of a larger nature themed future neighborhood park that was determined through an extensive community engagement process. The themes of the future neighborhood park as identified by the community that it be multicultural, have trees, plants, and natural waters, and access to view birds, pollinators, and native wildlife. The park is being designed based on feedback from the community on what they would like to do the nature-based park and includes having areas for the community to view and enjoy nature, to gather and relax in nature, learn and explore in nature, and to exercise and play in nature. The all-ages play amenity fulfills the communities desire to exercise and play in natures.

In addition to being nature themed, the future neighborhood park that will have pollinator and gleaning gardens, an off-trail nature education exploration area, and a native riparian planting area, it is adjacent to the Bethany Creek which will allow for nature viewing by the community.

Q11. Please clarify what is being done through current funding and what the additional funding would provide. Are there ways to provide greater benefit to natural resources?

The development of the future neighborhood park at Heckman Ln. is primarily being funded by Metro's Local Share Grant. Funding requested through the Metro NIN Capital Grant will be used to enhance and/or increase the number of all-ages play amenities available to the community.

This funding will contribute to the larger project that benefits natural resources as it will support the repair and restore the existing natural area of Bethany Creek that is adjacent to the site. It will also increase the tree canopy in the area.

Q12. Please clarify the budget in the line-item budget and budget narrative of the full application. What components of the nature play park were already covered by the previous grant by Metro?

LOCATION/VICINITY MAP

Heckman Lane Property





NOTE: PLAY EQUIPMENT FOR GRAPHIC REPRESENTATION ONLY. FINAL PLAY EQUIPMENT TO BE DETERMINED

PRELIMINARY CONCEPT PLAN
 NW 159TH AVENUE AND NW HECKMAN LANE



April 17, 2024

Metro
Nature in Neighborhoods in Neighborhoods Capital Grant
600 NE Grand Ave.
Portland, OR 97232

Dear Grant Selection Committee,

The Nature and Trails Advisory Committee at Tualatin Hills Park & Recreation District (THPRD) includes community members appointed to guide district policy and strategy in relation to natural areas and trails in our district. We love our THPRD trails and fully support this Capital Grant request. The NW Heckman Lane Park and Trail project will complete the Bethany Creek Greenway Trail and provide a unique nature-based park for the community.

Founded in 1955, THPRD is the largest special district in Oregon, serving over 270,000 residents across 50 square miles in Washington County through 117 park sites with active recreational amenities, 70 miles of trails, eight swim centers, six recreational centers and 1,500 acres of natural areas.

As members of the Nature and Trails Committee, residents of THPRD, and fellow Oregonians, we appreciate your time reviewing the district's grant proposal that requests funding to support the purchase and installation of a nature based all-ages play amenity at the future neighborhood park and community trail at Heckman Ln. in North Bethany. The grant funds requested would make a significant difference for the diverse community served in the area.

The committee is pleased to provide this letter of support for the project which is a demonstration of THPRD's award winning community engagement practices.

If you have any questions or would like additional information to support your funding decision, please contact me at 503-367-9388 or at nelsoncd@me.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Carl Nelson", written over a large, light gray watermark that says "Review only - Do not sign".

The THPRD Nature and Trails Advisory Committee

Carl Nelson, Chair
Tina Ricks, Secretary
Thomas Erwin
Margaret Hite
Sharon Keiser

Vidyanand Kulkarni
Erik Lehr
Erich Pacheco
Matthew Shepherd

April 21, 2024

Metro

Nature in Neighborhoods in Neighborhoods Capital Grant

600 NE Grand Ave.

Portland, OR 97232

Dear Grant Selection Committee,

The Parks & Facilities Advisory Committee at Tualatin Hills Park & Recreation District (THPRD) includes community members appointed to guide district policy and strategy in relation to parks, athletic and recreation facilities, historic properties, community gardens, and more. Some of our recent topics of discussion have included plans for a new neighborhood park, an update on a renovation project at a recreation center, and coordination of dog parks between the park district and city.

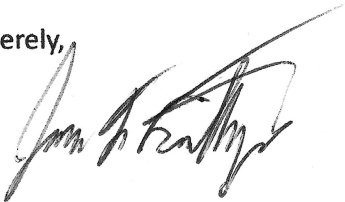
Founded in 1955, THPRD is the largest special district in Oregon, serving over 270,000 residents across 50 square miles in Washington County through 117 park sites with active recreational amenities, 70 miles of trails, eight swim centers, six recreational centers and 1,500 acres of natural areas.

As members of the Parks & Facilities Advisory Committee, residents of THPRD, and fellow Oregonians, we appreciate your time reviewing the district's grant proposal that requests funding to support the purchase and installation of a nature based all-ages play amenity at the future neighborhood park and community trail at Heckman Ln. in North Bethany. The grant funds requested would make a significant difference for the diverse community served in the area.

The committee is pleased to provide this letter of support for the project which is a demonstration of THPRD's award winning community engagement practices.

If you have any questions or would like additional information to support your funding decision, please contact me at james.terwilliger@hotmail.com.

Sincerely,

A handwritten signature in black ink, appearing to read "James F. Terwilliger", written over a light blue horizontal line.

James F. Terwilliger

Chair, Parks and Facilities Advisory Committee, THPRD

On behalf of the full committee by unanimous vote on April 17, 2024

May 7, 2024

Metro
Nature in Neighborhoods in Neighborhoods Capital Grant
600 NE Grand Ave.
Portland, OR 97232

RE: Support for THPRD Grant Application

To the Grant Selection Committee:

I am writing to express support for the Tualatin Hills Park & Recreation District's (THPRD) Local Government Grant program application that requests funds to support the design and construction of the future neighborhood park and community trail at Heckman Lane in North Bethany.

The park will prioritize connecting people to nature and nature-based play. THPRD will employ low-impact development practices and green infrastructure in the project design and development. Stormwater gardens will detain and infiltrate stormwater to reduce the risk of damage to natural resources and the creek adjacent to the property. This is vital to protect natural resources along waterways that Clean Water Services (CWS) works hard to preserve.

Thank you for considering funding the future neighborhood park and community trail at Heckman Lane.

Sincerely,



Diane Taniguchi-Dennis
Chief Executive Officer, Clean Water Services



April 22, 2024

Metro
Nature in Neighborhoods Capital Grants
600 NE Grand Ave.
Portland, OR 97232

Dear Grant Selection Committee:

Tualatin Hills Park & Recreation District (THPRD) is requesting \$300,000 through Metro's Nature in Neighborhoods Capital Grants program to support the purchase and installation of a nature-based all-ages play amenity at the future neighborhood park and community trail at Heckman Lane in North Bethany.

This letter confirms that THPRD has secured the minimum required match, which is more than half of the grant request and total project costs. The match includes \$335,000 in System Development Charge funds to support pre-development work on the site. In addition, THPRD recently submitted a Local Government Grant application to support the site's development. If awarded, this grant may also be used as qualifying matching funds. Furthermore, as part of THPRD's management of its capital assets, funds are designated long-term to maintain the project for its intended purpose.

If you have questions or need additional information, please contact me at a.panas@thprd.org or (503) 614-4009.

Sincerely,

A handwritten signature in blue ink, appearing to read "Aisha Panas".

Aisha Panas, CPRE
Deputy General Manager

Heckman Lane Park All Ages Play Examples

All ages play amenity examples (wooden climbing structures, family embankment slide, water play)



All ages fitness play examples



Heckman Lane Public Engagement

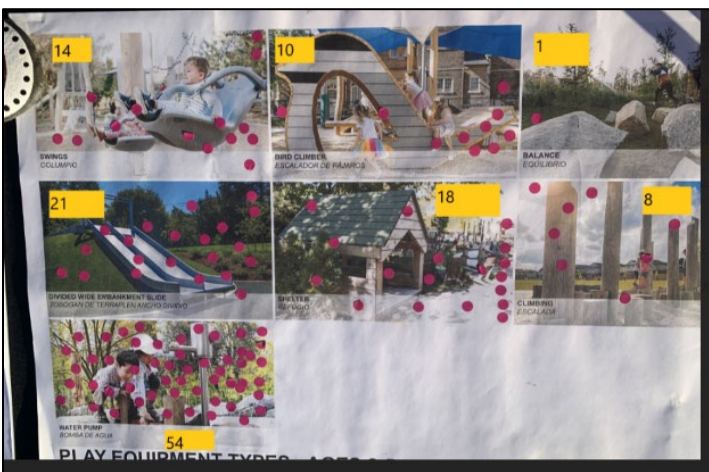
June 2023: Nature Family Fun Night event – over 250 attendees



October 2023 – Wild Night of Trick or Treat – over 150 attendees



March and April 2024 – Holi Festival and Eid al-Fitr event – combined over 6,500 attendees





MEMORANDUM

DATE: March 24, 2025
TO: Doug Menke, General Manager
FROM: Aisha Panas, Deputy General Manager
RE **Serenity Park Construction Contract**

Introduction

Staff is seeking board of directors' approval of the lowest responsible bid for the Serenity Park construction contract, and authorization to execute a contract with Paul Brothers Inc. for the amount of \$1,539,447.

Background

The district acquired the nearly 2-acre property in 2011 with 2008 Bond Measure Neighborhood Park Acquisition funds as a future park site. The site is identified as NEQ-3 (SW Pointer Rd & SW Canyon Ln) New Neighborhood Park Development on the district's five-year System Development Charges Capital Improvement Plan (SDC-CIP) list with SDC funds designated for the project. Lango Hansen Landscape Architects was retained in May 2022 to lead the park design and guide the district's expanded engagement and visioning process, which resulted in the preferred concept plan approved by the board at the June 14, 2023, regular board meeting. In the following year, staff focused on a park name utilizing the district's Names Catalog and broad community involvement that resulted in *serenity* – a word derived from Middle French and Latin meaning clearness, peaceful, calm, unclouded, and tranquil. The park name was approved by the board at the September 11, 2024, regular board meeting.

The Fiscal Year 2022-2023 budget identified \$2,811,400 for the Serenity Park project (formally known as the Future Park at Pointer Road) which was increased in the Fiscal Year 2023-2024 budget to compensate for increased costs due to inflation. The revised project budget amount of \$3,489,356 was adopted by the board at the June 2023 regular board meeting.

In preparation for construction, staff solicited quotes in September 2024 for tree removal services from nine companies. Four were certified with the State's Certification Office for Business Inclusion and Diversity (COBID) as registered Emerging Small Business, Women Business Enterprise, and Disadvantaged Business Enterprise (MWESB). In November 2024, trees at the future park site were felled in accordance with the Migratory Bird Act prior to nesting season by Trees by Joe for \$10,950. Trees by Joe is a small local contractor but not a certified MWESB company.

The construction phase for the remaining project improvements was publicly advertised for bid in the Daily Journal of Commerce on January 31, 2025. In addition to this advertisement, five companies having active memberships with the Certification Office for Business Inclusion and Diversity (COBID) were contacted. Over 20 contractors expressed interest in the project and seven attended the mandatory pre-bid meeting. The district received four bids on March 12, 2025, with base bids ranging from \$1,539,447 to \$2,498,630.30. Upon thorough review, Paul Brothers Inc. provided the lowest responsive and responsible bid in the amount of \$1,539,447, which includes the bid alternative for low carbon "green" concrete at no additional cost. Their bid, plus tree removal and the cost of district-purchased amenities totals \$1,843,133 which is

within the project’s overall budget and under the cost consultant’s construction estimate of \$2,745,000. Paul Brothers Inc. is not a certified COBID business, but its workforce is 60% Black, Indigenous, and People of Color (BIPOC) and is led by a female president. Paul Brothers routinely solicits MWESB subcontractors and has selected a COBID certified sub-contractor to perform approximately 6% of their contract amount.

The total construction costs of the project are shown in the table below. The addition of project soft cost expenses of \$666,695 and the project contingency of \$188,237 bring the total project cost to \$2,698,065. The project contingency was lowered to 7.5% for the construction phase, which is our standard practice at bid award.

Serenity Park Improvements Budget Information

Budget Source	Budget Amount
FY 2024-25 SDC Fund	\$3,489,356
Project budget variance (over) under	\$791,291
Budget Item	Current Project Cost
Construction	\$1,843,133 Includes: <ul style="list-style-type: none"> \$1,539,447 (<i>lowest responsible bid amount</i>) + \$10,950 (<i>tree removal</i>) + \$110,260 (<i>district-purchased play equipment</i>) + \$29,096 (<i>district-purchased slide</i>) + \$111,219 (<i>district-purchased play turf</i>) + \$27,661 (<i>district-purchased shelter</i>) + \$14,500 (<i>district-purchased signage, tree trimming and incidental materials</i>)
Soft costs	\$666,695
Contingency	\$188,237
Total project cost	\$2,698,065

Construction permits have been submitted to the City of Beaverton and staff anticipate permit approval prior to the beginning of construction in June 2025. The construction phase is anticipated to take seven months and be completed by December 2025.

Included in this memo for additional reference is a vicinity map (Attachment A) and site context map (Attachment B), and the approved concept plan (Attachment C).

Proposal Request

Staff is seeking board of directors’ approval of the lowest responsible total bid of \$1,539,447 from Paul Brothers Inc. for the construction of Serenity Park improvements.

Outcomes of Proposal

Constructing Serenity Park fulfills a district goal to deliver a new neighborhood park to an underserved area. Once built, the proposed neighborhood park will provide a space for the surrounding community to gather and recreate.

The annual incremental district maintenance cost increase of the proposed neighborhood park improvements is estimated at \$6,899. In addition, the annual impact for future capital replacement is estimated at \$14,203.

Public Engagement

Public engagement is not considered in the solicitation of public improvement contracts. Project information will be available on the project webpage and posted onsite.

Action Requested

Board of directors' approval of the following items:

1. Approval to award the Serenity Park construction contract to Paul Brothers Inc., the lowest responsible bidder, for the total bid of \$1,539,447; and,
2. Authorization for the general manager or designee to execute the contract.

**Tualatin Hills Park & Recreation District
PROJECT AWARD RECOMMENDATION REPORT**

Project:	Serenity Park		
Contractor:	Paul Brothers, Inc.		
Contractor worked for THPRD previously: Yes			
Contractor references checked: Yes			
Contractor registered with appropriate boards: Yes			
SCOPE OF WORK			
Location:	7360 SW Pointer Road, Portland, Washington County, Oregon 97225		
Description:	Site preparation, earthwork, utilities, pathways, pavement, shelter, play areas, furnishings, fencing, irrigation, and landscaping.		
FUNDING			
Funds Budgeted and Estimated Costs		Amount:	Page:
Current Total Project Budget: FY 2024-25 SDC Funds		\$3,489,356	
Estimated Project Cost: (expenditures, lowest contractor bid and district project purchases)		\$2,698,065	
Project Budget Variance: (over) under		\$791,291	

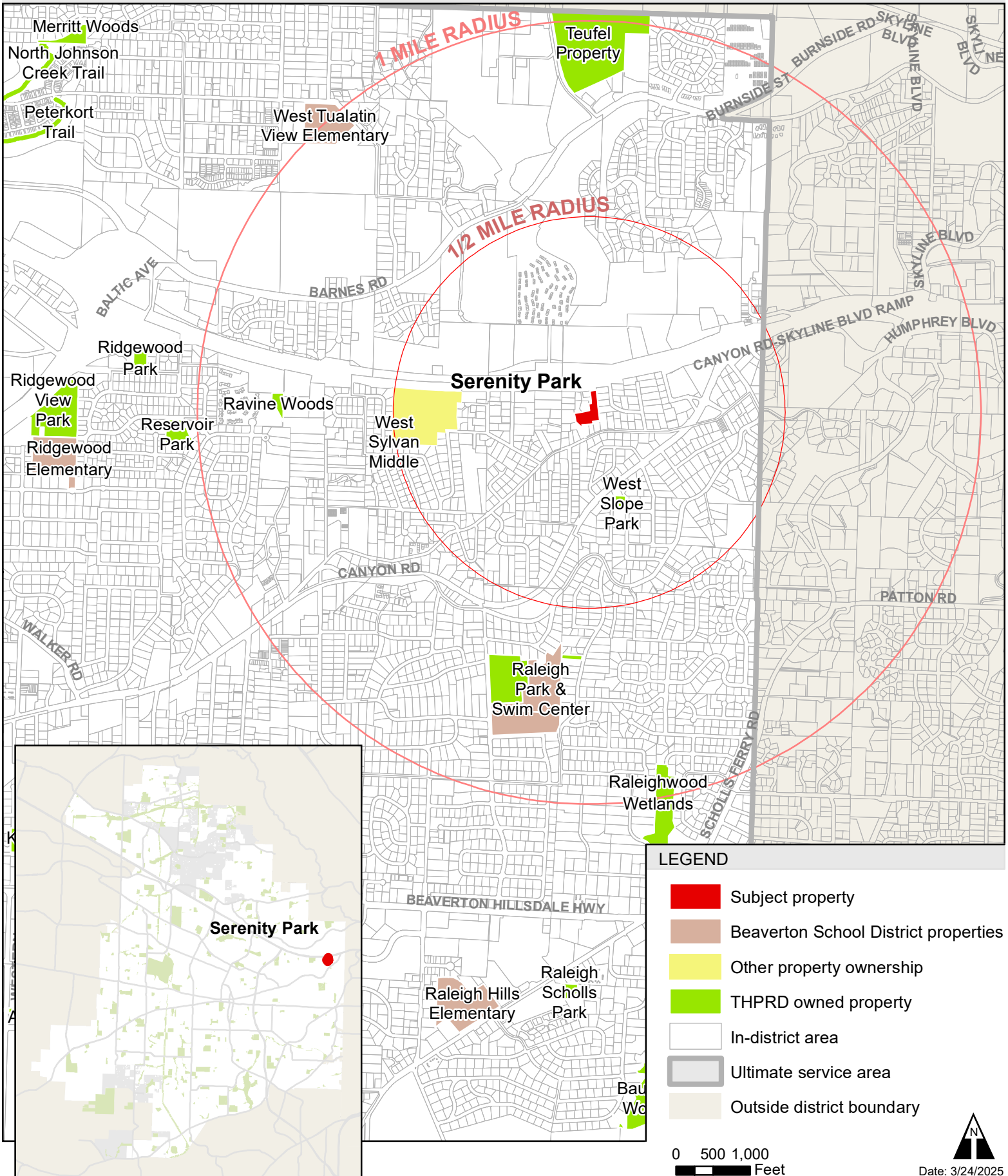
BID PROPOSALS RECEIVED

Low to High Bid	Contractor	Base Bid Amt.	Completed Bid forms
1	Paul Brothers, Inc.	\$1,539,447 Bid Alt. \$0	Yes
2	GT Landscape Solutions	\$1,873,191 Bid Alt. \$4,920	Yes
3	Fulcrum Construction	\$ 2,498,630.30 Bid Alt. \$6,500	Yes
4	Andersen Construction	\$ 1,911,501 Bid Alt. \$4,710	Yes

PROJECTED PROJECT SCHEDULE	
Invitation to Bid in Daily Journal of Commerce	January 31, 2025
Virtual Pre-Bid Conference	February 12, 2025, 11:00 AM
Solicitation Protest Deadline (10-days from Due Date)	February 28, 2025

Last Day for Questions (10-days prior to Due Date)	February 28, 2025
Last Addendum Published (7-days prior to Due Date)	March 5, 2025
Sealed Bids Due and Bid Closing Time	March 12, 2025, 2:00 PM
Virtual Bid Opening	March 12, 2025, 2:05 PM
THPRD Board Meeting	April 9, 2025
Notice of Intent to Award	April 10, 2025
Notice to Proceed (approx.)	April 28, 2025
Preconstruction Conference with City (approx.)	May 19, 2025
Desired Project Duration- Notice to Proceed to Substantial Completion.	December 12, 2025 (194 total calendar days)
Final Acceptance	December 19, 2025

SITE VICINITY



SITE CONTEXT



Future Park at Pointer Road

Approved Concept Plan
June 2023

SW Pointer Road

accessible parking

natural seating element

bollard

maintenance access

gleaning garden

bike parking

pedestrian pathway

shelter with accessible picnic tables

water play

nature-themed play area

bench

nature play area with logs and boulders

off-trail nature play exploration nodes

lawn

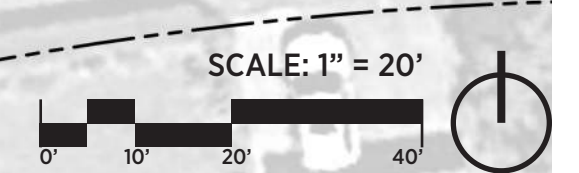
existing driveway to remain

fencing at driveway

limited-access barrier

shared pedestrian entry

SW Canyon Lane



MEMORANDUM

DATE: March 24, 2025
TO: Doug Menke, General Manager
FROM: Aisha Panas, Deputy General Manager
RE **Fanno Creek Trail - Scholls Ferry Road Pedestrian Crossing Construction Contract**

Introduction

Staff is seeking board of directors’ approval of the lowest responsible bid for the Fanno Creek Trail - Scholls Ferry Road Pedestrian Crossing (FCT Pedestrian Crossing) construction contract, and authorization to execute a contract with Brown Contracting Inc. for the amount of \$529,842.

Background

Constructed in 1975, Greenway Park is the district’s largest community park at 87.40 acres and offers recreational opportunities from fitness stations to disc golf, to basketball and bird watching. The site is adjacent to Koll Center Wetlands which, combined with the park, create a high-functioning natural area for many creatures to live including valuable habitat for waterfowl. Patrons can enjoy the park’s interconnected trail system with over 3 miles of trails that include a section of the Fanno Creek Regional Trail which runs north to south from SW Hall Boulevard to SW Scholls Ferry Road.

The Greenway Park Concept Plan created in August 2018 established goals for recreational needs, maintenance service levels, environmentally and fiscally sustainable uses, and protected natural resource features and processes, while allowing appropriate public access. An aspect of the plan focused on improving year-round access of the trail system by proposing the realignment of a flood-prone loop trail and an at-grade pedestrian crossing of SW Scholls Ferry Road (See Figure A). In partnership with City of Tigard, Clean Water Services, City of Beaverton, and Washington County, a feasibility study revealed pedestrian crossing options and costs for SW Scholls Ferry Road.

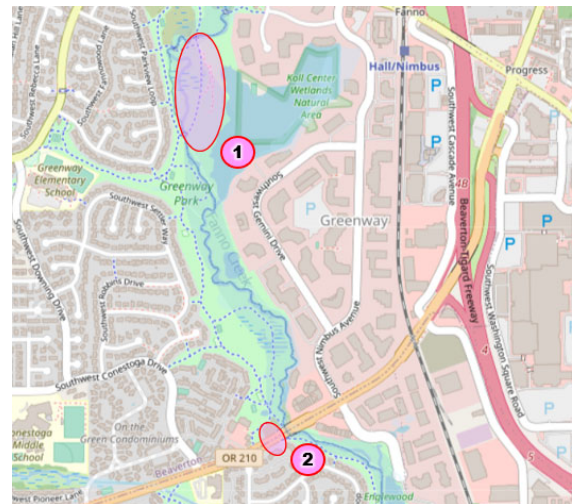


Figure A 1) North Loop Trail, 2) At-Grade Crossing

In 2021, THPRD and partnering agencies wrote a letter to the Joint Ways and Means Subcommittee on Capital Construction in support of House Bill 5534 and the inclusion of \$2,100,000 for improvements to the Fanno Creek Regional Trail system. The funding request was a success and at the June 14, 2023, regular meeting of the THPRD board of directors, the board authorized the general manager to execute an intergovernmental agreement with the Oregon Department of Transportation. The following month, grant funds were used to retain AKS Engineering & Forestry (AKS) to design boardwalk options for the loop trail in Greenway

Park and an at-grade pedestrian crossing of Scholls Ferry Road. Grants funds only cover the design cost of the loop trail, but will pay for the design and construction of the at-grade pedestrian crossing of Scholls Ferry Road.

Construction improvements for the at-grade pedestrian crossing were publicly advertised for bid in the Daily Journal of Commerce on February 14, 2025. In addition to this advertisement, 10 companies having active memberships with the Certification Office for Business Inclusion and Diversity (COBID) were contacted. Over 30 contractors expressed interest in the project and the district received two bids on March 19, 2025, following which one bid was determined to be non-responsive. Upon thorough review, Brown Contracting Inc. provided the lowest responsive and responsible bid in the amount of \$529,842, which is within the project’s overall budget and an acceptable percentage of the cost consultant’s construction estimate of \$506,175. Their bid, plus district-funded trail repairs and incidental expenses, totals \$587,342. Brown Contracting Inc. nor its subcontractor is a certified COBID business.

The loop trail in Greenway Park and at-grade pedestrian crossing of Scholls Ferry Road are identified in the adopted FY 2024/25 General Fund Capital Projects budget in the amount of \$2,100,000. The total construction costs of the project are shown in the table below. The addition of project soft cost expenses of \$1,100,638 and the project contingency of \$126,598 bring the total project cost to \$1,814,578. The project contingency was lowered to 7.5% for the construction phase, which is our standard practice at bid award.

FCT Pedestrian Crossing Improvements Budget Information

Budget Source	Budget Amount
FY 2024-25 General Capital Fund (Lottery Bond Proceeds)	\$2,100,000
Project budget variance (over) under	\$285,422
Budget Item	Current Project Cost
Construction	\$587,342 Includes: \$529,842 (<i>lowest responsible bid amount</i>) + \$50,000 (<i>district trail repairs</i>) + \$7,500 (<i>district incidental materials</i>)
Soft costs	\$1,100,638
Contingency	\$126,598
Total project cost	\$1,814,578

Construction permits have been submitted to the City of Beaverton and Washington County, and staff anticipate permit approval prior to the beginning of construction in June 2025. Construction is anticipated to take seven months and be completed by December 2025.

Included in this memo for additional reference is a vicinity map (Attachment A).

Proposal Request

Staff is seeking board of directors' approval of the lowest responsible total bid of \$529,842 from Brown Contracting Inc. for the construction of Fanno Creek Trail - Scholls Ferry Road Pedestrian Crossing improvements.

Outcomes of Proposal

The at-grade pedestrian crossing will provide a much-needed connection over Scholls Ferry Road for Fanno Creek Trail users. The crossing will be a safe year-round option during high water events.

The at-grade crossing improvements are within Washington County's right-of-way. Following acceptance of improvements, the County will own and maintain the crossing.

Public Engagement

Public engagement is not considered in the solicitation of public improvement contracts. Project information will be available on the project webpage and posted onsite.

Action Requested

Board of directors' approval of the following items:

1. Approval to award the construction contract to Brown Contracting Inc., the lowest responsible bidder, for the total bid of \$529,842; and,
2. Authorization for the general manager or designee to execute the contract.

Tualatin Hills Park & Recreation District PROJECT AWARD RECOMMENDATION REPORT

Project:	Fanno Creek Trail - Scholls Ferry Road Pedestrian Crossing		
Contractor:	Brown Contracting Inc.		
Contractor worked for THPRD previously: Yes			
Contractor references checked: Yes			
Contractor registered with appropriate boards: Yes			
SCOPE OF WORK			
Location:	Fanno Creek Trail/Scholls Ferry Road, Tigard, Washington County, Oregon 97223		
Description:	At-grade pedestrian crossing within Washington County right of way		
FUNDING			
Funds Budgeted and Estimated Costs		Amount:	Page:
Current Total Project Budget: FY 2024-25 General Capital Fund (Lottery Bond Proceeds)		\$2,100,000	
Estimated Project Cost: (expenditures, lowest contractor bid and district repairs)		\$1,814,578	
Project Budget Variance: (over) under		\$285,422	

BID PROPOSALS RECEIVED

Low to High Bid	Contractor	Base Bid Amt.	Completed Bid forms
1	Brown Contracting Inc	\$529,842	Yes

PROJECTED PROJECT SCHEDULE	
Invitation to Bid in Daily Journal of Commerce	February 14, 2025
Solicitation Protest Deadline (10-days from Due Date)	March 3, 2025
Last Day for Questions (10-days prior to Due Date)	March 3, 2025
Last Addendum Published (7-days prior to Due Date)	March 6, 2025
Sealed Bids Due and Bid Closing Time	March 13, 2025, 2:00 PM
Virtual Bid Opening	March 13, 2025, 2:05 PM
THPRD Board Meeting	April 9, 2025
Notice of Intent to Award	April 10, 2025
Notice to Proceed (approx.)	April 28, 2025
Preconstruction Conference with County (approx.)	May 19, 2025
Site Mobilization (approx.)	June 2, 2025
Desired Project Duration- Notice to Proceed to Substantial Completion.	November 26, 2025 (213 Calendar days ¹)
Final Acceptance	December 19, 2025

¹Timeline to perform work for this project is open between June 2, 2025 and November 26, 2025, with the exception of signal infrastructure installation. Work must be completed within 90 days of commencement.



MEMORANDUM

DATE: March 31, 2025
TO: Doug Menke, General Manager
FROM: Holly Thompson, Communications Director
RE **Equity Strategy**

Introduction

THPRD is committed to creating a welcoming, inclusive, and accessible park and recreation system that reflects and serves the diverse communities in the district. As part of this ongoing commitment, the development of a districtwide equity strategy provides a structured, yet flexible and adaptive approach to advancing equity, inclusion, access, and belonging across all areas of the work the district leads. This strategy supports THPRD's mission and values by fostering alignment, accountability, and intentional growth throughout the organization.

Background

Over the past several years, staff across the district have implemented a wide range of equity-focused programs, partnerships, and initiatives. These include expanded language access, culturally specific and inclusive programming, long-standing relationships with community-based organizations, and efforts to foster welcoming, safer space, both physical and cultural, for the community.

At the same time, staff and teams have expressed a clear need for greater coordination, clearer communication, and consistent tools to guide and sustain this work. A districtwide equity strategy is being developed to meet those needs, to organize and elevate current, ongoing, and emerging initiatives while allowing space to respond to community needs and opportunities as they arise.

The strategy is envisioned as a *living strategy*, reviewed annually to ensure flexibility and relevance. It is designed to support the thoughtful coordination of resources and help guide intentional decisions grounded in THPRD's values. Intentionally, it will capture and celebrate what we are already doing, organize existing work, and create pathways for growth and innovation. It also recognizes the importance of *organic or unexpected equity opportunities* that arise through relationships, co-production, and responsiveness to community voice.

This work is grounded in several focus areas, and it is shaped by input from staff work groups such as the Welcoming & Inclusive Group, Gender Inclusion and DEIA liaisons, through internal brainstorming efforts:

- **Access to Programs, Activities, and Spaces:**
Inclusive practices through initiatives such as Centro de Bienvenida, financial aid and inclusion programs, outreach and engagement teams, co-production with community-based organizations, language access (including multilingual resources and websites), ADA and sensory adaptations, preschool access (e.g., Preschool Promise), and a data-informed approach to understanding participation trends and community needs.

- **Programming with an Equity and Inclusive Approach:**
Equity-centered offerings for LGBTQIA+, BIPOC, and culturally specific communities; Mobile Recreation efforts (e.g., Nature Mobile, Inclusive Mobile); multilingual programs like *Vamos a Nadar*; ELL-focused activities; adaptive and sensory-friendly programming; and the use of equity tools to guide program development and planning. Emphasis is also placed on staff visibility and involvement, especially for customer-facing and community-connected roles.
- **DEIAB Partnerships:**
Deepening and expanding partnerships with both established and emerging community-based organizations, with a focus on historically underrepresented communities. These partnerships include shared outreach, technical assistance, tabling, and relationship-building rooted in trust and mutual benefit. Existing examples, like the OCC Emergency Management project, highlight the role of THPRD as a valued and responsive partner.
- **Strengthening Organizational Capacity for Equity Work:**
Investments in staff training, hiring, and onboarding; support for Employee Resource Groups; equitable workforce development initiatives, including internships; and resources such as grants and toolkits that support staff and community. Additional efforts include valuing bilingual staff, piloting equity-centered programs, building capacity for culturally competent engagement, enhancing part-time staff experiences, and expanding staff-wide participation in equity-related efforts.

To support implementation, the strategy will be accompanied by tools and resources that help staff across the organization speak to and engage in this work confidently and consistently.

These may include:

- A districtwide equity lens and related tools
- Communication materials such as messaging guides, FAQs, or equity toolkits
- Storytelling practices that highlight both quantitative data (e.g., participation statistics) and qualitative impact (e.g., community stories, staff reflections)

Ultimately, this strategy is not about starting from scratch, it is about recognizing the equity work already in motion, strengthening it, and ensuring we are aligned, strategic, and community centered as we move forward. By doing so, THPRD will continue to be a leader in building a more inclusive, responsive, and equitable park and recreation system.

Action Requested

Informational update only. No formal board of directors' action is being requested. However, staff would appreciate board members' feedback on the approach and if we are headed in the right direction or need to make some adjustments.



[8B]

MEMORANDUM

DATE: March 25, 2025
TO: Board of Directors
FROM: Doug Menke, General Manager
RE: **General Manager's Report**

Adaptive and Inclusion Update

Sofia Nichols, Adaptive and Inclusion program specialist, and Beth Imus, Adaptive and Inclusion program assistant, will provide an update on the Adaptive and Inclusion programs, events, and Camp Rivendale.

Volunteer Program Update

Melissa Marcum, Volunteer Services specialist, will provide an update on the volunteer program. She will also be helping the district honor six individuals who will be recognized as THPRD Volunteer Champions. This year the district is honoring three individuals in a youth category: Basel Saleh, Junior Lifeguard at Conestoga Recreation & Aquatic Center; Angie Trieu, RISE Youth Leader at Cedar Hills Recreation Center; and Karishma Chidambaram, former Programs & Events Advisory Committee and Levy Task Force member. The district is also honoring three adult volunteers: Natasha Fisher, Stewardship Leader; Margaret Robinson, President of the Friends of Elsie Stuhr Center & Levy Task Force member; and Jeff Wehrman, track and cross-country volunteer and Park Steward.