



Administration Office  
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**Board of Directors Regular Meeting  
Monday, March 12, 2018**

**5:30 pm Work Session  
6:30 pm Executive Session  
7:00 pm Regular Meeting**

**HMT Recreation Complex, Peg Ogilbee Dryland Meeting Room  
15707 SW Walker Road, Beaverton**

**AGENDA**

1. [Board Work Session: Affordable Housing](#)
  - A. Metro / Potential Regional General Obligation Bond for Affordable Housing
  - B. Washington County
2. Executive Session\*
  - A. Land
3. Call Regular Meeting to Order
4. Action Resulting from Executive Session
5. Audience Time\*\*
6. Board Time
  - A. Committee Liaisons Update
7. Consent Agenda\*\*\*
  - A. [Approve: Minutes of February 13, 2018 Regular Board Meeting](#)
  - B. [Approve: Monthly Bills](#)
  - C. [Approve: Monthly Financial Statement](#)
  - D. [Approve: Resolution Authorizing Issuance of Debt for the Redevelopment of Cedar Hills Park and Somerset West Park](#)
8. Unfinished Business
  - A. [Approve: Resolution Appointing THPRD Board of Directors Member Position #2](#)
  - B. [Information: General Manager's Report](#)
9. New Business
  - A. [Review: System Development Charge Indexed Rate Annual Cost Adjustment](#)
10. Adjourn

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



## MEMO

**DATE:** March 7, 2018  
**TO:** Board of Directors  
**FROM:** Doug Menke, General Manager

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

**Agenda Item #1 – Board Work Session: Affordable Housing**

Attached please find a memo announcing that representatives from Metro and Washington County Thrives will be at your board work session to present information on regional initiatives to address affordable housing. This work session will provide an opportunity for the board to gather information on the issue of affordable housing and discuss park district impacts and engagement.

**Agenda Item #7 – Consent Agenda**

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

**Action Requested:** **Approve Consent Agenda Items #7A-D as submitted:**  
**A. Approve: Minutes of February 12, 2018 Board Meeting**  
**B. Approve: Monthly Bills**  
**C. Approve: Monthly Financial Statement**  
**D. Approve: Resolution Authorizing Issuance of Debt for the Redevelopment of Cedar Hills Park and Somerset West Park**

**Agenda Item #8 – Unfinished Business**

**A. Resolution Appointing THPRD Board of Directors Member Position #2**

Attached please find a memo regarding the appointment process for the board's consideration in filling vacant Position #2.

**Action Requested:** **Board of directors' approval of Resolution 2018-06 appointing \_\_\_\_\_ (insert name) to Position #2 of the THPRD Board of Directors.**

**B. General Manager's Report**

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

**Agenda Item #9 – New Business**

**A. System Development Charge Indexed Rate Annual Cost Adjustment**

Attached please find a memo requesting input from the board on the System Development Charge (SDC) indexed annual cost adjustment. Jeannine Rustad, superintendent of Planning, will be at your meeting to provide an overview of the memo and to answer any questions the board may have.

**Other Packet Enclosures**

- Management Report to the Board
- Monthly Capital Report
- Monthly Bond Capital Report
- System Development Charge Report
- Newspaper Articles



## MEMO

**DATE:** February 28, 2018  
**TO:** Board of Directors  
**FROM:** Doug Menke, General Manager

**RE:** **Affordable Housing**

### Introduction

Staff is requesting board of directors to conduct a work session regarding affordable housing.

### Proposal Request

Representatives from Washington County and Metro will be at a board work session prior to the March 12 board of directors meeting to present information on regional initiatives to address affordable housing. This work session will provide an opportunity for the board to gather information on the issue of affordable housing and discuss park district impacts and engagement.

### Action Requested

No board action is requested. The work session is for board discussion only.



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

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was held on Tuesday, February 13, 2018, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 6 pm; Regular Meeting 6:30 pm.

Present:

|  |                                |
|--|--------------------------------|
| Ali Kavarianian <i>(via telephone)</i> | President/Director             |
| Felicita Montebianco                   | Secretary/Director             |
| John Griffiths <i>(via telephone)</i>  | Secretary Pro-Tempore/Director |
| Holly Thompson                         | Director                       |
| Doug Menke                             | General Manager                |

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

Secretary Felicita Montebianco called executive session to order for the following purposes:

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

Executive session is held pursuant to ORS 192.660(2)(e) and (h), which allows the board to meet in executive session to discuss the aforementioned issues.

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

### **Agenda Item #2 – Call Regular Meeting to Order**

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by Secretary Felicita Montebianco on Tuesday, February 13, 2018, at 6:30 pm.

### **Agenda Item #3 – Action Resulting from Executive Session**

There was no action resulting from executive session.

### **Agenda Item #4 – Presentations**

#### **B. Cedar Mill Creek Flood Remediation Collaborative**

General Manager Doug Menke introduced Nora Curtis, Conveyance Systems Department Director for Clean Water Services; Andrew Singelakis, Director of Land Use & Transportation for Washington County; and, Bruce Barbarasch, superintendent of Natural Resources & Trails Management, to make a presentation regarding the Cedar Mill Creek Flood Remediation Collaborative, a partnership of agencies, businesses, and other interested organizations in Washington County working together to address flood risks within the Cedar Mill Creek and North Johnson Creek corridors.

Nora, Andrew and Bruce provided a detailed overview of the collaborative's work via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- In June 2017, the Cedar Mill Creek flood remediation was chosen as an Oregon Solutions project by the governor. Washington County and THPRD were designated by the governor as co-conveners on the project.
- Roles and responsibilities for the key partner agencies, including THPRD, which is a landholder in the affected area with several large open space, wetland and park areas.
- Multiple committees inform the collaborative, including a project team, steering committee, community engagement team, and four technical advisory subcommittees.
- The current project schedule estimates the Declaration of Cooperation to take place in September 2018.

The presenters offered to answer any questions the board may have.

Holly Thompson asked for confirmation that the potential funding and governance portions of the project would essentially operationalize how to collectively implement the identified solutions.

- ✓ Nora confirmed this and provided some examples of potential situations that the Governance & Finance technical advisory subcommittee could be charged with exploring.

Felicita Montebalanco asked for additional information regarding the community outreach for this project.

- ✓ Nora replied that community outreach would take place throughout the entire process, noting that to date there has been a significant outreach effort, including a survey distributed to a number of organizations at the end of 2017/beginning of 2018. As the collaborative moves through the next phase of identifying potential strategies and options, there will be another significant and targeted outreach effort. A community engagement consultant has been hired and will work with the community engagement team which consists of staff from Washington County, Clean Water Services and THPRD.

Nora commented that flooding risks within the Cedar Mill Creek and North Johnson Creek corridors have been a long-standing issue and that if it were an easy problem to solve, it would have been addressed a long time ago. The state has stepped in to recognize that this is not just one entity's issue, nor is it an issue solely the responsibility of private property owners, but needs to be addressed via a cross-jurisdictional strategy.

- ✓ Holly expressed agreement, noting that the problem is not owned by one party, but collectively impacts everyone in the area, therefore all parties need to come together to work on the solution. She appreciates Oregon Solution's approach and thanked the staff that will be participating in this effort.
- ✓ General Manager Doug Menke recognized Nora and Andrew, noting that THPRD was pleased to hear that this issue was selected as an Oregon Solutions project as every hard rain is followed by phone calls from THPRD residents concerned about flooding issues. THPRD is looking forward to seeing some real solutions identified through this process.

#### **A. City of Beaverton Downtown Development Update**

General Manager Doug Menke introduced Tyler Ryerson, Senior Development Project Manager for the City of Beaverton's Community Development Department, to make a presentation regarding the city's work in redeveloping the downtown area.

Tyler provided a detailed overview of recently completed and current development projects in downtown Beaverton via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- Various planning documents have informed these development activities, including the Beaverton Community Vision Plan, Civic Plan, and the Housing Five Year Action Plan.
- An Urban Renewal District was approved by voters in 2011 with a maximum indebtedness of \$150 million.
- Current development activities in central Beaverton include the Beaverton Center for the Arts, multifamily housing, a new public parking garage and a hotel.
- Recently completed development in central Beaverton includes four multifamily housing complexes, as well as the storefront and tenant improvement programs.
- Cedar Hills Crossing is also undergoing redevelopment with three phases currently in process and additional phases to follow.

Tyler offered to answer any questions the board may have.

President Kavianian commented that THPRD, as a special district, has been participating with the city in these development projects through various tax abatement programs, such as the Central Beaverton Urban Renewal District, affordable housing, the enterprise and vertical housing zones, and other collaborations. He asked district staff what the dollar amount is of THPRD's participation in these programs in collaboration with the city.

- ✓ Keith Hobson, director of Business & Facilities, replied that of the programs mentioned, urban renewal is by far the largest; for FY 2016/17, THPRD's participation was \$181,000. The other programs are smaller, but include \$16,000 in affordable housing to the City of Beaverton and \$31,000 to Washington County. Total tax abatement for FY 2016/17 from THPRD equaled approximately \$245,000. The totals for FY 2017/18 are not yet available, but support for urban renewal has increased. Keith clarified that these amounts do not represent tax revenue being taken away from THPRD, but rather tax revenue growth that THPRD is not receiving and won't receive until the programs expire.

Holly Thompson referenced her employment with the City of Beaverton, commenting that the model used for Beaverton's urban renewal district was considered a state-wide model in terms of collaboration, one in which every jurisdiction impacted by the plan was invited to participate in the development of the plan. She recounted Beaverton's 1970's urban renewal program that resulted in projects indispensable to the area today, including major transportation projects, and described the current discussions taking place regarding bringing urban parks into the Beaverton core and presenting a more welcoming face to the city's diverse communities. She expressed the need to keep the current momentum while there is such a great spirit of partnership and collaboration between the city, THPRD and other local jurisdictions.

John Griffiths questioned what the current efforts are in establishing urban parks to serve the new residents living in the multifamily housing complexes assisted by the various tax abatement programs. He asked how the city and district can work together to identify property that can be jointly pursued in order to serve the needs of those new residents.

- ✓ Tyler explained that public amenities were prohibited from being funded through the urban renewal plan.
- ✓ Keith referenced his service on the urban renewal advisory committee, noting that one of the goals of the urban renewal program was to incentivize assessed value growth, which is not accomplished by adding more public facilities. However, THPRD staff is having active conversations with city staff regarding acquisition opportunities in the downtown area, as the board is kept informed during executive session. He can confirm that there is interest on both sides in facilitating this, as is evidenced by the joint tour arranged by city staff of urban parks in downtown Portland.

Felicita Montebianco complimented the collaboration between the city and THPRD, noting that the night market hosted by the city is a great representation of the area's diverse communities.

## **Agenda Item #5 – Appeal Hearing: Cedar Hills Park Redevelopment Project Contractor Prequalification**

### **A. Open Hearing**

Secretary Monteblanco opened the appeal hearing for the Cedar Hills Park Redevelopment Project Contractor Prequalification.

### **B. Staff Report**

Gery Keck, superintendent of Design & Development, provided an overview of the memo included within the board of director's information packet regarding THPRD's contractor prequalification process and district staff's decision to deny Benchmark Contracting as a prequalified general contractor for the Cedar Hills Park Redevelopment project.

Gery referenced the following documents provided to the board at their places, copies of which were entered into the record: findings, THPRD's Request for Qualifications, Benchmark Contracting's original prequalification submittal, THPRD's letter of notice to Benchmark Contracting, and Benchmark Contracting's appeal of the disqualification letter.

Gery noted that the district advertised the prequalification on December 1, 2017, and that 10 applications were received on January 5, 2018. Three contractors were determined to be not qualified, one of which was Benchmark Contracting. Staff received the appeal from Benchmark Contracting on January 21, 2018. The request this evening is for the board to conduct an appeal hearing to review staff's decision to deny Benchmark Contracting as a prequalified contractor to bid on the Cedar Hills Park Redevelopment project.

Gery noted that district staff met with Benchmark Contracting's owner, Kelly Fitzpatrick, on January 25, 2018, to discuss the prequalification further and accept any additional information for consideration. Prior to this meeting, staff provided Mr. Fitzpatrick with notice of the concerns so that he would be aware of what additional information would be beneficial for staff's review. Based on the additional information provided by Mr. Fitzpatrick, staff reevaluated Benchmark Contracting's application and concluded to reaffirm the decision to deny Benchmark Contracting as a prequalified bidder for the project.

Gery provided an overview of the three primary concerns staff had in reviewing Benchmark Contracting's prequalification application:

1. Benchmark Contracting's working capital. Staff anticipates the general contractor's scope of work for the Cedar Hills Park redevelopment project to be between \$6-7.5 million. Staff believes that a reasonable amount of working capital for a project of this complexity is three months of potential invoicing. Staff used the lower project valuation of \$6 million and determined the working capital needs to be a minimum of \$1 million. Based on information provided by Benchmark Contracting, staff determined they have a working capital of \$1,031,024 when including a \$250,000 line of credit. This is just over the minimum amount desired based on the lower project valuation, and only if this is Benchmark Contracting's sole project.
2. Benchmark Contracting's level of employees. Based on the district's recent experience with Mountain View Champions Park, staff anticipates a minimum of three highly-trained project engineers or managers would be needed to successfully handle the Cedar Hills Park redevelopment project. To meet staffing needs, Benchmark Contracting would be required to seek additional help to manage the project. Mr. Fitzpatrick stated his intent to hire an additional professional staff if awarded this project. Staff does not have any guarantee that additional help would be hired. In addition, hiring additional staff would reduce Benchmark Contracting's working capital.

3. Benchmark Contracting's lack of experience in performing a project of this magnitude. While Benchmark Contracting recently completed two THPRD projects, those projects were much smaller in size and complexity. Benchmark Contracting's largest completed project as a prime contractor was a \$1.8 million project at Grant High School. In staff's meeting with Mr. Fitzpatrick, he suggested the district consider all his work in the past 18 months because that shows they have completed approximately \$5.1 million in construction contracts and he believes that overseeing one project would be easier than the 21 smaller projects over 18 months. However, staff believes the role of the general contractor managing a large complex project to be more demanding than that of a general contractor managing smaller jobs or as a subcontractor.

Gery concluded the staff report by noting that staff recommends the board, acting as the local contract review board, concur with staff's findings to deny Benchmark Contracting as a prequalified bidder for the Cedar Hills Park Redevelopment project, adding that this disqualification does not preclude Benchmark Contracting from being a subcontractor on the project or as a general contractor for future THPRD projects. Gery offered to answer any questions the board may have.

President Kavianian commented that he understands staff's concerns regarding working capital and work load experience.

Holly Thompson asked whether the desired capital and staffing levels were noted in the Request for Qualifications.

- ✓ Gery replied that they were not.

Holly asked for confirmation that the Request for Qualifications outlines the information being requested from the potential contractor; not necessarily the desired thresholds or targets.

- ✓ Gery confirmed this.

### **C. Appellant Comments**

Joe Yazbeck, the attorney representing Benchmark Contracting, introduced his client, Kelly Fitzpatrick, owner of Benchmark Contracting. Mr. Yazbeck commented that, after hearing this evening's testimony from his client, he hopes the board will find that Benchmark Contracting is qualified to bid on the Cedar Hills Park redevelopment project. A binder titled "Appeal of Benchmark Contracting" containing supporting documents was entered into the record.

Mr. Yazbeck inquired of Mr. Fitzpatrick's educational background.

- ✓ Mr. Fitzpatrick replied that he has a Bachelor of Science degree in Construction and Engineering Management from Oregon State University.

Mr. Yazbeck asked who Robinson Construction is and how long Mr. Fitzpatrick worked for them.

- ✓ Mr. Fitzpatrick replied that Robinson Construction is a fairly large, local contractor that has annual revenue of over \$100 million. He worked for them for approximately 11 years, starting as a laborer and working his way up to general superintendent overseeing all of Robinson Construction's site work operations. During his employment with Robinson Construction, he worked as superintendent and project manager on the City of Sherwood's Sunset Park Project, now known as Snyder Park, which was a very similar project to the Cedar Hills Park redevelopment project, including many of the same project elements. He disputed district staff's claim that three highly-trained project engineers or managers would be needed to successfully handle the Cedar Hills Park redevelopment project, noting that for the Sunset Park Project, he had only himself and a couple of project engineers that he trained during the project to help him with paperwork.

Mr. Yazbeck asked whether any information was noted within the THPRD Request for Qualifications about the contractor needing to fund the project for three months.

- ✓ Mr. Fitzpatrick replied that there was not. The first he heard of that requirement was during his meeting with district staff on January 25, 2018. In his opinion, it is an arbitrary number that makes no sense. While he agrees there are expenses that the contractor will be expected to carry, such as payroll and some materials, the industry standard for any contract between a general contractor and a subcontractor has language stating "paid when get paid" which means if Benchmark Contracting were awarded the contract with THPRD, they would not be obligated to pay their subcontractors until receiving payment from THPRD. In addition, Benchmark Contracting met the dollar threshold as stated by district staff even though it is irrelevant as no contractor should ever have to fund a public works project for three months.

Mr. Yazbeck referenced tab six of the binder and asked what Benchmark Contracting's payment history has been with THPRD on its previous two projects with the district.

- ✓ Mr. Fitzpatrick replied that Benchmark Contracting was a general contractor for two projects with THPRD in 2016: the Westside to Waterhouse Trail project and the Conestoga Middle School synthetic turf field conversion project. Industry standard for projects of those durations, as well as the duration of the Cedar Hills Park redevelopment project, is for the general contractor to submit monthly payment applications on the percentage completed based on a schedule provided at the beginning of the project. State statute requires prompt payment from public agencies to general contractors within 30 days or the agency is obligated to pay interest. The full invoice recording as provided on tab six in the binder shows payments received promptly from THPRD, in some cases taking less than 30 days. He questioned why a contractor would be required to finance an entire project for three months if THPRD pays promptly as shown.

Mr. Yazbeck referenced tab one of the binder, which contains a letter dated December 20, 2017, from The Guarantee Company of North America USA to THPRD.

- ✓ Mr. Fitzpatrick noted that this letter was a requirement in the THPRD Request for Qualifications. It is a letter from Benchmark Contracting's bonding company indicating their bonding capacity. The letter alone should satisfy any concerns on behalf of THPRD. Any public contract over \$100,000 in Oregon is required to have a bond. When a project is bonded, a payment bond and a performance bond are provided. When he met with district staff on January 25, 2018, he asked staff what their primary concern was in contracting with a company the size of Benchmark Contracting. The response was a fear of the potential for a lien on park property. He informed staff that no one can file a lien on park property, which is the reason for the bonding. The performance bond guarantees that if the contractor does not fulfill the obligations of the contract, that the bonding company would step in and see the project through. If the contractor finished the project but failed to pay the subcontractors, their recourse would be to file a lien against the bond. The bond provides financial security to the agency that the project will be completed at the stated price and that everyone involved will be paid. Additionally, district staff has expressed concern regarding change orders exceeding the aggregate amount of the bond. Once the bonding company issues the bond, they are obligated to see that project through regardless of the amount of change orders. It is in the best interest of the general contractor to see the project through without involvement of the bonding company. If the bonding company needs to step in to take over the project, their recourse is to recover their costs through the business and personal assets of the business owner. He noted that the bond that has been provided for Benchmark Contracting is for \$10 million per project and \$10 million aggregate. The Cedar Hills Park redevelopment project was, in his opinion, overvalued at \$7-9 million.

Mr. Yazbeck referenced tab two of the binder, which contains a balance sheet for Benchmark Contracting.

- ✓ Mr. Fitzpatrick explained that this balance sheet reflects the significant assets and equity for Benchmark Contracting and small amount of debt for a company their size. The balance sheet attests to the district's requirement that the contractor have over \$1 million in working capital available.

Mr. Yazbeck inquired how much Benchmark Contracting currently owes on its line of credit.

- ✓ Mr. Fitzpatrick replied that Benchmark Contracting owes nothing on its line of credit.

Mr. Yazbeck inquired whether Mr. Fitzpatrick has personal funds in addition to company funds that could be used if necessary.

- ✓ Mr. Fitzpatrick confirmed this, noting that he is the 100% shareholder of Benchmark Contracting. Although the THPRD Request for Qualifications did not ask for his personal financial information, as indicated with the bonding program, he would access his personal funds in order to fund the project if necessary, although he has never had to do this for past projects.

Mr. Yazbeck referenced tab three of the binder, which notes Benchmark Contracting's Experience Modification Rate (EMR) of 0.79.

- ✓ Mr. Fitzpatrick explained that every company in Oregon is required to carry Workers' Compensation Insurance. He explained how the EMR is calculated, noting that Benchmark Contracting's rate of 0.79 is very low, which is indicative of a commitment to a safe work environment.

Mr. Yazbeck referenced tab four of the binder which includes Benchmark Contracting's completed Performance and Integrity section of the THPRD Request for Qualifications. He asked whether Benchmark Contracting answered yes to any of the questions.

- ✓ Mr. Fitzpatrick explained that the only question that was answered in the affirmative was regarding a change in business name. The company name was changed from Benchmark Contracting to Benchmark Contracting, Inc. They have an outstanding performance reputation with all of the public agencies they have worked for, including Washington County Department of Land Use and Transportation, Portland Public Schools, and Tigard-Tualatin School District. Benchmark Contracting is continually sought out by these agencies which attest to their credibility and performance on projects.

Mr. Yazbeck inquired whether Benchmark Contracting's projects for THPRD in the past were successfully completed.

- ✓ Mr. Fitzpatrick confirmed this.

Mr. Yazbeck asked whether Mr. Fitzpatrick believes that the Cedar Hills Park redevelopment project would ultimately be bid for \$6 million worth of construction work.

- ✓ Mr. Fitzpatrick replied that he believes that the project's value has been overstated since the beginning in order to deter small contractors such as Benchmark Contracting from bidding. He explained that there are a lot of owner-provided items for the project, including the synthetic turf, lighting, and splash pad, which are likely to equal \$2 million in assets that won't be in the general contractor's contract. Additionally, he referenced the district's latest large project, Mountain View Champions Park, which had a contract of approximately \$8.7 million for a 22-acre site. When prorating that amount to a 12-acre site, which is the size of Cedar Hills Park, it equals just under \$4.8 million. He estimates that the project would ultimately be bid at between \$5-6 million.

Mr. Yazbeck referenced tab five of the binder, which is a Contract Receivables Report provided by Benchmark Contracting.

- ✓ Mr. Fitzpatrick noted that this report was provided to district staff at the meeting on January 25, 2018. At the time, he estimated that the Cedar Hills Park redevelopment project would be an 18-month project. The information provided in tab five shows an 18-month period of Benchmark Contracting's contracted projects from May 2016 to October 2017 that reflects contracts totaling almost \$6 million. Of that \$6 million, \$5.1 million was completed in that 18-month period, demonstrating that Benchmark Contracting has no problems in taking on a work load of \$5-7 million. In addition, he provided bank statements from Benchmark Contracting's line of credit to show that during that 18-month period, while the line of credit was accessed, it was minimal and likely due to a large asset purchase. At the end of the 18-month period, the line of credit was back to a zero balance. He described a project Benchmark Contracting completed for Grant High School with a value of \$1.8 million in 4.5 months. If that project was prorated into a 17-month period, it would equal \$6.5 million. Another similar project was completed for Wilson High School. He noted that school projects are great examples of projects that need to be completed on schedule in a short amount of time. This demonstrates that Benchmark Contracting has no problem completing high-dollar projects with demanding schedules.

Mr. Yazbeck asked whether Benchmark Contracting could hire additional staff if needed.

- ✓ Mr. Fitzpatrick confirmed this.

Mr. Yazbeck asked whether the THPRD Request for Qualifications noted a necessary staffing level.

- ✓ Mr. Fitzpatrick replied that it did not, noting that a lot of prequalification applications require contractors to identify who their superintendents and project managers are going to be. The THPRD Request for Qualifications did not ask for such information.

Mr. Yazbeck asked Mr. Fitzpatrick what he believes the THPRD Board of Directors should conclude after hearing this evening's evidence.

- ✓ Mr. Fitzpatrick replied that all of the contractors that were prequalified for the Cedar Hills Park redevelopment project have annual incomes of over \$100 million. He stated that Benchmark Contracting is never going to be that size, but what THPRD would receive from Benchmark Contracting that they wouldn't from the larger contractors is the owner on the job every day. Benchmark Contracting has proven its ability to meet the capital threshold desired, bonding capacity, and work history. In addition, he believes that THPRD is in danger of limiting competition through this process. The Mountain View Champions Park project prequalified twelve contractors, two of which submitted bids. The industry is even busier today. He described the cost ramifications of a limited bid pool, especially for projects this size, and questioned whether a limited bidding pool results in the best use of taxpayer funds. In conclusion, he requested that the THPRD Board of Directors prequalify Benchmark Contracting as a bidder for the Cedar Hills Park redevelopment project.

#### **D. Board Discussion**

Holly Thompson asked for additional information regarding the contract value for the Cedar Hills Park redevelopment project.

- ✓ Keith Hobson, director of Business & Facilities, replied that there is potential for some owner-provided items. However, it is premature to assume that all will be owner-provided. The project is on a very tight timeline due to the coordination with the Beaverton School District. If THPRD is able to procure the items in a timely manner and have them available for the project, then they would be owner-provided. But this is not a certainty.

- ✓ Gery Keck, superintendent of Design & Development, noted that the potential value of the two largest owner-provided items (synthetic turf and lighting) would be approximately \$900,000, not the \$2 million identified by the appellant. The splash pad equipment is estimated to be \$150,000 and the district is not intending to owner-provide it.

Felicita Monteblanco asked for clarification regarding the project timeline.

- ✓ Gery replied that the 18-month construction timeline is accurate, noting that the anticipated completion date for the project is fall 2019, which is when the school will open. Gery described the complexity of the project in that there will be three general contractors on site at the same time, including the Beaverton School District's general contractor and a general contractor for the transportation project taking place on Cedar Hills Boulevard and Walker Road.

Felicita referenced the appellant's comments that THPRD is attempting to deter small contractors from bidding on large projects. She asked in what ways the district supports small contractors.

- ✓ Keith replied that the intent of the prequalification process is not to eliminate competition, but only to determine in advance of the bid whether a contractor would be submitting a responsible bid. Ways in which THPRD supports small contractors includes its Minority, Women and Small Emerging Businesses program. In communications with the appellant, district staff referred him to several upcoming project bids in which they hope Benchmark Contracting will participate.

Mr. Yazbeck reiterated his client's concerns regarding THPRD's expectation that the general contractor have 90 days of working capital for the project, especially when such a requirement was not noted within the THPRD Request for Qualifications. He believes the 90-day provision is a tool to disqualify a small contractor as there is no circumstance in which that amount of capital would be necessary.

President Kavianian explained that the prequalification process is not necessarily about Benchmark Contracting's experiences as a company or their ability to handle the work load. While he can appreciate Benchmark Contracting's previous work history and how that history could be prorated to match the Cedar Hills Park redevelopment project, the value of this project is in the range of \$6 million and the largest project Benchmark Contracting has completed had a value of \$1.8 million. Whether Benchmark Contracting has the working capital needed is also a concern when it comes to a project of this size. While he appreciates Mr. Fitzpatrick's experience with Robinson Construction, that is his personal experience with a company that completes over \$100 million of projects annually; this is not Benchmark Contracting's experience. Lastly, he questioned the ramifications if something unexpected were to happen to Mr. Fitzpatrick during a project with such a long duration that rendered him unable to continue work on the project. For a contractor the size of Benchmark Contracting, that would impact the continuity of the project regardless of additional staff being hired. He believes THPRD staff has done a good job of going through the process and reviewing the prequalification requests received.

Holly Thompson asked what the process is once a contractor is prequalified for a project.

- ✓ Keith replied that once the district has gone through a prequalification process for a project, all of the bids received from those prequalified contractors are de facto responsible bids so the bid award would be based only on the factor of price.

John Griffiths expressed agreement with Ali's comments, noting that the guidelines staff are using were put in place for a reason, in order to mitigate risk. The bigger the project, the more risk there is to the district. Established minimums are one of the ways to mitigate this risk and have nothing to do with the capabilities of a company to do that work. He understands that Benchmark

Contracting has done some good projects for THPRD in the past and he hopes they will be able to do more in the future. However, the guidelines for this particular project are there for a reason and the district needs to be able to move forward with as much confidence as possible given the size of the project.

Felicita Monteblanco expressed agreement with Ali and John's comments, noting that she appreciates the work Benchmark Contracting has done for the district in the past and hopes THPRD has the opportunity to work with them again in the future. However, she acknowledges and defers to the lens that staff brings to their recommendation.

Upon attempting to interject repeatedly, General Manager Doug Menke requested that Mr. Fitzpatrick respect that this portion of the appeal hearing is dedicated to board discussion and that the board will address him directly if they have questions.

Holly Thompson noted that this process has been illuminating in that there might be an opportunity moving forward to clarify within the application what district staff is looking for from potential contractors. She appreciates the amount of effort, time and expense on the part of the contractors that go into responding to such requests. She noted that Mr. Fitzpatrick was persuasive in giving her pause when considering the competition aspect of this process and the openness and ability for all firms of all sizes to participate. However, she also believes that district staff made good points about the size and scope of this particular project. While this was a difficult decision for her, she respects the decision of district staff.

David Doughman, district legal counsel, provided an overview of the next steps should Benchmark Contracting wish to pursue this matter further, noting that it can be brought to circuit court. The standard for review via circuit court is a high bar in that the decision of the district is to be upheld unless involving fraud or a patent mistake of the figures being presented this evening. A reasonable disagreement on the figures could exist between THPRD and Benchmark Contracting, but the law gives the district the benefit of the doubt when reviewing such information. However, it is Benchmark Contracting's right to appeal this decision further.

#### **E. Close Hearing**

Secretary Monteblanco closed the appeal hearing for the Cedar Hills Park Redevelopment Project Contractor Prequalification.

#### **F. Board Action**

**Felicita Monteblanco moved that that the board of directors, acting as the Local Contract Review Board, concurs with staff's findings to deny Benchmark Contracting, Inc. as a prequalified bidder for the Cedar Hills Park redevelopment project. Holly Thompson seconded the motion. Roll call proceeded as follows:**

|                             |            |
|-----------------------------|------------|
| <b>John Griffiths</b>       | <b>Yes</b> |
| <b>Ali Kavarianian</b>      | <b>Yes</b> |
| <b>Holly Thompson</b>       | <b>Yes</b> |
| <b>Felicita Monteblanco</b> | <b>Yes</b> |

**The motion was UNANIMOUSLY APPROVED.**

#### **Agenda Item #6 – Audience Time**

There was no testimony during audience time.

#### **Agenda Item #7 – Board Time**

Holly Thompson commented on a partnership event she attended between the Tualatin Hills Park & Recreation District, Tualatin Hills Park Foundation, Portland Parks & Recreation, Portland

Parks Foundation, and the National Recreation and Park Association (NRPA). Leon Andrews, Chair of the NRPA Board of Directors, was the speaker and guest of honor.

Felicita Monteblanco provided a brief overview of a THPRD staff event held with Mr. Andrews where he met with and spoke to THPRD's future leaders in parks and recreation.

**A. Committee Liaison Updates**

Felicita Monteblanco reported on the recent activities of the Tualatin Hills Park Foundation Board of Trustees, noting that the trustees took action at their last meeting to close out the capital campaign account for the Mountain View Champions Park project. The trustees also took action to establish the program fund for people experiencing disabilities.

Felicita also noted that at the last joint advisory committees meeting, two grants were approved: one for outdoor fitness equipment and another for interpretive signage in parks.

**Agenda Item #8 – Consent Agenda**

**Holly Thompson moved that the board of directors approve consent agenda items (A) Minutes of January 9, 2018 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Resolution Authorizing Land and Water Conservation Fund Grant Application for Bridge Replacement at Commonwealth Lake Park, (E) Resolution Authorizing Land and Water Conservation Fund Grant Application for New Neighborhood Park Development at Crowell Woods, and (F) Resolution Authorizing Local Government Grant Program Application to Replace Play Equipment at Butternut Park. Ali Kavianian seconded the motion. Roll call proceeded as follows:**

|                             |            |
|-----------------------------|------------|
| <b>John Griffiths</b>       | <b>Yes</b> |
| <b>Felicita Monteblanco</b> | <b>Yes</b> |
| <b>Ali Kavianian</b>        | <b>Yes</b> |
| <b>Holly Thompson</b>       | <b>Yes</b> |

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #9 – Unfinished Business**

**A. THPRD Board Member Appointment Process**

General Manager Doug Menke noted that staff requests board discussion this evening regarding the continuation of the appointment process for filling a vacancy on the THPRD Board of Directors, Position #2. Applications for the position were accepted from January 17 through February 7, and 26 applications were received for the board's consideration. Staff has provided, for the board's consideration, a scoring tool to use when reviewing the applications. Currently, the board is holding the date of March 6 to conduct interviews with selected candidates. The board has indicated a preference to appoint the selected individual at the March 12 Regular Meeting with the new member's term effective beginning April 1, 2018.

Felicita Monteblanco commented on the value of interviewing all applicants, even if some interviews are conducted over the phone based on the scoring tool provided by staff.

Holly Thompson expressed agreement with Felicita's comment regarding the value in interviewing all applicants and believes it is the right thing to do, especially after providing similar direction to staff during the advisory committee member appointment process. Due to the time commitment in interviewing 26 people, she suggested the possibility of establishing an interview subcommittee to conduct 15-minute phone interviews, in addition to the entire board completing the scoring tool, in order to narrow the field for in-person interviews with the full board.

President Kavianian stated that he believes the applicant pool should be filtered first by removing any applicants who submitted an incomplete application. He noted that it is not fair to the board or to the other more qualified applicants to spend time on those who did not meet the minimum qualifications. A subcommittee may have unintended bias and could potentially filter applicants that are desirable to the other board members not on the subcommittee. He welcomed any of the applicants to reach out to the board members individually through this process, as well.

Felicita questioned whether having shorter interviews may enable the board to interview every applicant. She noted the board's commitment to equity and inclusion, as well as the fact that the applicants are community members asking to engage and that this is the board's opportunity to learn more about them. She is concerned that not everyone can adequately promote themselves in a written format, especially if English is not their first language. Additionally, some of the interview questions developed for this process came directly from the board's recent retreat and are reflective of important information that she does not want to see go unanswered.

President Kavianian reiterated his suggestion that staff review the applications for missing information, adding that after that the board could conduct individual scoring exercises to further narrow the applicant field. He hopes that someone who is not granted an interview through this process would not turn their back on the district; however, if the board takes on 26 interviews, they are essentially limiting the time that should be dedicated to the most qualified candidates.

Holly explained that her thoughts on this process are influenced by her background in community engagement as well as the recognition that the district is in a watershed moment where the community desires to become more involved with their local government. She acknowledged that it will take time to conduct so many interviews but believes that the board should at least commit to a brief phone call with each applicant.

John Griffiths commented that it is gratifying to have so much interest in the board and expressed agreement with Ali's comments that more time should be dedicated to the applicants that are likely to be qualified. He is not aware of any organization, public or private, that would interview every applicant for a job opportunity and he sees this situation as being no different. He stressed that whether an applicant receives an interview has nothing to do with their worth as an individual, but the board needs to limit the applicant pool in order to be able to have a manageable discussion about who would be the best fit for the district. He suggested the board members complete the scoring tool for each applicant as provided by staff and then have a discussion regarding the number of applicants to interview. He believes that with four minds working on the scoring, the board will naturally be able to identify those applicants who have the greatest potential for the district. If the board conducts an initial cut of applicants, those applicants should receive an explanation as to why they were no longer being considered and how they could increase their involvement with the district through other opportunities outside of the board level.

President Kavianian stated that he very much appreciates each applicant and their desire to positively contribute to the district and community, but still believes that the board should conduct an initial screening process.

Felicita noted that this is a unique position for the board in that they will be choosing a community representative for 240,000 district residents.

Holly stated that it appears the board is evenly split in terms of whether to interview all candidates. She suggested that the board members individually complete the scoring exercise to see if that results in some clarity and relative continuity in terms of applicants that stand out from the rest. She expressed hope that the scoring process might inform the board in regards to next

steps and present a clear line in terms of the number of applicants to interview. If a clear line is not presented, perhaps individual board member discussions with the General Manager would be the next step in determining how to move forward.

✓ Ali and John expressed agreement with this approach.

## **B. Grant Strategy Quarterly Funding Report**

General Manager Doug Menke introduced Brad Hauschild, Urban Planner/Grant Specialist, to provide an overview of the first Grant Strategy Quarterly Funding Report as included within the board of directors' information packet.

Brad provided a detailed overview of the Grant Strategy Quarterly Funding Report as follows:

- At its October 2017 regular meeting, the board approved the district's Grant Strategy.
- The intent of the Grant Strategy is to help the district take a proactive approach in identifying grant funding opportunities.
- The Quarterly Funding Report mirrors the district's fiscal year calendar and highlights grant activity for the previous quarter including:
  - Grant applications submitted
  - Status of current grant applications
  - Grant opportunities researched
  - Grant steering committee meeting highlights
- The report also highlights activities for the current and upcoming quarter:
  - Quarterly Grant Report – provides detail about submitted grant applications
  - Grant Strategy Work Plan – provides detail about upcoming grant applications

Brad offered to answer any questions the board may have.

The board members complimented district staff on this work and thanked Brad for the informative presentation.

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

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

- Payment Card Industry (PCI) Compliance
  - Ann Mackiernan, chief financial officer, and Clint Bollinger, Information Services manager, provided an update regarding the district's work toward PCI compliance via a PowerPoint presentation, a copy of which was entered into the record.
- 2018/19 Capital Projects Update
  - Jon Campbell, superintendent of Maintenance Operations, provided an overview and photos of some of the upcoming capital replacement projects anticipated for FY 2018/19, via a PowerPoint presentation, a copy of which was entered into the record.
- Elsie Stuhr Day Celebration
  - Patty Brescia, Stuhr Center supervisor, provided an overview and photos from the annual Elsie Stuhr Celebration Day commemorating the life and accomplishments of Elsie Stuhr, via a PowerPoint presentation, a copy of which was entered into the record.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

Holly Thompson asked whether it would be possible to enable THPRD's registration system to remember a patron's credit card information in order to keep them from having to reenter the information every time they want to pay for a class.

- ✓ Ann replied that a specific tokenization process would be needed in order to facilitate this and described briefly how the tokenization process works.

- ✓ Clint added that this feature is a work in progress that district staff is working toward.

Holly stressed the inconvenience of having to reenter credit card information for monthly payments, noting that she has heard similar complaints from other patrons, and asked what can be done to expedite a remedy.

- ✓ Clint noted that a tokenization pilot program is currently in process using a small group of select participants at Garden Home Recreation Center. It is a feature that district staff is working toward and wants to be able to offer for the convenience of its patrons.

#### **Agenda Item #10 – Adjourn**

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

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Ali Kavianian, President

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Felicita Monteblanco, Secretary

Recording Secretary,  
Jessica Collins

| Check # | Check Date | Vendor Name  | Check Amount                      |
|---------|------------|--|-----------------------------------|
| 302658  | 01/17/2018 | Cedar House Media, LLC<br><b>Advertising</b>   | 1,200.00<br><b>\$ 1,200.00</b>    |
| 302534  | 01/05/2018 | US Bank<br><b>Bank Charges &amp; Fees</b>  | 1,300.00<br><b>\$ 1,300.00</b>    |
| 302724  | 01/25/2018 | Dreamland Skateparks, LLC<br><b>Capital Outlay - Athletic Facility Replacement</b>                 | 36,900.00<br><b>\$ 36,900.00</b>  |
| 302610  | 01/12/2018 | Lawyers Title Insurance Corporation<br><b>Capital Outlay - Bond - Land Acquisition</b>             | 1,000.00<br><b>\$ 1,000.00</b>    |
| 302672  | 01/17/2018 | Native Ecosystems NW, LLC  | 1,480.00                          |
| 302717  | 01/25/2018 | ACC Cost Consultants, LLC  | 1,107.00                          |
| 302753  | 01/25/2018 | Washington County<br><b>Capital Outlay - Bond - New Linear Park &amp; Trail Development</b>        | 1,519.88<br><b>\$ 4,106.88</b>    |
| 302513  | 01/05/2018 | Cornerstone Management Group, Inc.   | 5,000.00                          |
| 302733  | 01/25/2018 | P & C Construction   | 61,889.00                         |
| 302738  | 01/25/2018 | Statewide Rent-A-Fence OR Inc  | 5,981.60                          |
| 302746  | 01/25/2018 | MSD Construction, LLC<br><b>Capital Outlay - Bond - New/Revelop Community Parks</b>                | 1,639.00<br><b>\$ 74,509.60</b>   |
| 302505  | 01/05/2018 | 2.ink Studio<br><b>Capital Outlay - Bond - New/Revelop Neighborhood Parks</b>                      | 50,057.83<br><b>\$ 50,057.83</b>  |
| 302720  | 01/25/2018 | AKS Engineering & Forestry, LLC<br><b>Capital Outlay - Bond - Youth Athletic Field Development</b> | 7,550.50<br><b>\$ 7,550.50</b>    |
| 302678  | 01/17/2018 | RMS Pump, Inc.<br><b>Capital Outlay - Building Improvements</b>                                    | 2,010.00<br><b>\$ 2,010.00</b>    |
| 47967   | 01/13/2018 | Koeber's, Inc.   | 1,000.00                          |
| 302660  | 01/17/2018 | Creative Lighting Solutions  | 109,684.15                        |
| 302698  | 01/19/2018 | Cedar Mill Construction Co, LLC  | 2,500.00                          |
| 302698  | 01/19/2018 | Cedar Mill Construction Co, LLC<br><b>Capital Outlay - Building Replacements</b>                   | 79,136.10<br><b>\$ 192,320.25</b> |
| 302723  | 01/25/2018 | Compaction & Recycling Equipment, Inc.<br><b>Capital Outlay - Fleet Capital Replacement</b>        | 29,904.00<br><b>\$ 29,904.00</b>  |
| 302523  | 01/05/2018 | Northwest Playground Equipment, Inc.<br><b>Capital Outlay - Park &amp; Trail Improvements</b>      | 1,886.00<br><b>\$ 1,886.00</b>    |
| 302514  | 01/05/2018 | Daneal Construction, Inc.  | 29,927.00                         |
| 48755   | 01/13/2018 | Horizon Distributors, Inc.   | 5,230.00                          |
| 302654  | 01/17/2018 | 3J Consulting, Inc.  | 10,505.71                         |
| 302719  | 01/25/2018 | AKS Engineering & Forestry, LLC  | 4,290.00                          |
| 302745  | 01/25/2018 | M2M Communication<br><b>Capital Outlay - Park &amp; Trail Replacements</b>                         | 5,498.07<br><b>\$ 55,450.78</b>   |

| Check #  | Check Date | Vendor Name                                 | Check Amount         |
|--|------------|---|----------------------|
| 302524   | 01/05/2018 | Oregon Corrections Enterprises              | 1,219.00             |
| 302537   | 01/05/2018 | WH Pacific, Inc.                            | 23,396.14            |
| ACH  | 01/05/2018 | MacKay Sposito, Inc.                        | 8,579.18             |
| 302663   | 01/17/2018 | Environmental Science Associates            | 27,472.74            |
| 302665   | 01/17/2018 | Lawyers Title Insurance Corporation         | 5,000.00             |
| 302691   | 01/19/2018 | Lawyers Title Insurance Corporation         | 1,000.00             |
| 302697   | 01/19/2018 | Angelo Planning Group, Inc.                 | 15,706.98            |
| 302701   | 01/19/2018 | JLA Public Involvement                      | 1,461.51             |
| 302719   | 01/25/2018 | AKS Engineering & Forestry, LLC             | 1,988.25             |
| 302726   | 01/25/2018 | Environmental Science Associates            | 7,687.56             |
| ACH  | 01/25/2018 | MacKay Sposito, Inc.                        | 1,823.30             |
| <b>Capital Outlay - SDC - Park Development/Improvement</b> |            |   | <b>\$ 95,334.66</b>  |
| 302698   | 01/19/2018 | Cedar Mill Construction Co, LLC             | 250,326.52           |
| 302747   | 01/25/2018 | Northwest Control Company, Inc.             | 1,647.80             |
| 302748   | 01/25/2018 | OPSIS Architecture, LLP                     | 4,864.73             |
| <b>Capital Outlay-Aquatic Center Renov Phase 2</b>         |            |   | <b>\$ 256,839.05</b> |
| ACH  | 01/19/2018 | Matt Kilmartin                              | 1,153.00             |
| ACH  | 01/26/2018 | Kristin Smith                               | 1,226.67             |
| <b>Conferences</b>   |            |   | <b>\$ 2,379.67</b>   |
| 48655  | 01/13/2018 | Vision Action Network                       | 1,000.00             |
| <b>Dues &amp; Memberships</b>                              |            |   | <b>\$ 1,000.00</b>   |
| 302520   | 01/05/2018 | PGE   | 20,594.37            |
| 302669   | 01/17/2018 | PGE   | 5,364.30             |
| 302757   | 01/25/2018 | PGE   | 8,122.04             |
| 302758   | 01/25/2018 | PGE (Clean Wind)                            | 1,867.08             |
| <b>Electricity</b>   |            |   | <b>\$ 35,947.79</b>  |
| 302622   | 01/16/2018 | Standard Insurance Company                  | 238,132.88           |
| 302792   | 01/31/2018 | Kaiser Foundation Health Plan               | 270,776.25           |
| 302793   | 01/31/2018 | Moda Health Plan, Inc.                      | 27,713.33            |
| 302796   | 01/31/2018 | Standard Insurance Co.                      | 13,724.84            |
| 302801   | 01/31/2018 | UNUM Life Insurance-LTC                     | 1,627.40             |
| <b>Employee Benefits</b>                                   |            |   | <b>\$ 551,974.70</b> |
| 302621   | 01/16/2018 | PacificSource Administrators, Inc.          | 3,794.31             |
| 302623   | 01/16/2018 | Standard Insurance Company                  | 32,941.29            |
| ACH  | 01/16/2018 | Massachusetts Mutual Life Insurance Company | 14,297.27            |
| 302795   | 01/31/2018 | PacificSource Administrators, Inc.          | 12,185.66            |
| 302797   | 01/31/2018 | Standard Insurance Company                  | 37,554.86            |
| 302800   | 01/31/2018 | THPRD - Employee Assn.                      | 13,449.02            |
| ACH  | 01/31/2018 | Massachusetts Mutual Life Insurance Company | 15,531.54            |
| <b>Employee Deductions</b>                                 |            |   | <b>\$ 129,753.95</b> |
| 302519   | 01/05/2018 | NW Natural                                  | 26,940.93            |
| 47781  | 01/12/2018 | NW Natural                                  | 9,106.28             |
| 302756   | 01/25/2018 | NW Natural                                  | 17,089.08            |
| <b>Heat</b>  |            |   | <b>\$ 53,136.29</b>  |

| Check # | Check Date | Vendor Name   | Check Amount         |
|---------|------------|---|----------------------|
| 302683  | 01/17/2018 | Universal Whistles, LLC                                   | 4,488.00             |
| 302704  | 01/23/2018 | Universal Whistles, LLC                                   | 3,036.00             |
| 302742  | 01/25/2018 | Universal Whistles, LLC                                   | 8,118.00             |
|         |            | <b>Instructional Services</b>                             | <b>\$ 15,642.00</b>  |
| 302679  | 01/17/2018 | Special Districts Association of Oregon                   | 150,309.00           |
| 302680  | 01/17/2018 | Special Districts Association of Oregon                   | 1,000.00             |
|         |            | <b>Insurance</b>  | <b>\$ 151,309.00</b> |
| 47856   | 01/13/2018 | Guaranteed Pest Control Service Co, Inc.                  | 1,477.00             |
| 302655  | 01/17/2018 | Aronson Security Group                                    | 2,476.96             |
| 302752  | 01/25/2018 | United Site Services                                      | 4,299.90             |
|         |            | <b>Maintenance Services</b>                               | <b>\$ 8,253.86</b>   |
| 302523  | 01/05/2018 | Northwest Playground Equipment, Inc.                      | 1,964.00             |
| 302530  | 01/05/2018 | Staples Advantage   | 3,876.13             |
| 302538  | 01/05/2018 | Wilbur-Ellis Company                                      | 3,400.00             |
| ACH     | 01/05/2018 | ORCA Pacific, Inc.  | 1,950.65             |
| 47804   | 01/13/2018 | Airgas Nor Pac, Inc.                                      | 1,683.45             |
| 47838   | 01/13/2018 | Airgas Nor Pac, Inc.                                      | 1,444.23             |
| 47867   | 01/13/2018 | Commercial Air Filtration                                 | 1,433.40             |
| 48209   | 01/13/2018 | Wilbur-Ellis Company                                      | 1,131.20             |
| 48335   | 01/13/2018 | Wilbur-Ellis Company                                      | 1,645.00             |
| 48625   | 01/13/2018 | Rexius Forest By-Products, Inc.                           | 4,101.25             |
| 48639   | 01/13/2018 | Step Forward Activities, Inc.                             | 4,486.25             |
| 48787   | 01/13/2018 | Step Forward Activities, Inc.                             | 2,065.84             |
| 302681  | 01/17/2018 | Staples Advantage   | 3,321.76             |
| 302736  | 01/25/2018 | Staples Advantage   | 5,545.28             |
| 302754  | 01/25/2018 | Wilbur-Ellis Company                                      | 3,773.42             |
|         |            | <b>Maintenance Supplies</b>                               | <b>\$ 41,821.86</b>  |
| 48870   | 01/13/2018 | Home Depot Credit Services                                | 1,818.60             |
|         |            | <b>Office Supplies</b>                                    | <b>\$ 1,818.60</b>   |
| 48499   | 01/13/2018 | Front Porch Branding                                      | 2,000.00             |
| 302671  | 01/17/2018 | Mark Sherman Consultants                                  | 3,906.00             |
| 302721  | 01/25/2018 | Anitian Corporation                                       | 2,975.00             |
| ACH     | 01/25/2018 | Beery, Elsnor & Hammond, LLP                              | 8,166.83             |
|         |            | <b>Professional Services</b>                              | <b>\$ 17,047.83</b>  |
| 302510  | 01/05/2018 | Capital One Commercial                                    | 1,887.95             |
| 47947   | 01/13/2018 | Office Depot, Inc.  | 1,182.62             |
| 302730  | 01/25/2018 | William Darryl Kealy                                      | 1,702.96             |
| 302731  | 01/25/2018 | Lewis & Clark College, Attn: Tennis Program               | 2,475.00             |
|         |            | <b>Program Supplies</b>                                   | <b>\$ 7,248.53</b>   |
| 47779   | 01/12/2018 | Waste Management of Oregon                                | 6,963.95             |
|         |            | <b>Refuse Services</b>                                    | <b>\$ 6,963.95</b>   |
| 48602   | 01/13/2018 | Ditch Witch Northwest                                     | 4,200.00             |
|         |            | <b>Rental Equipment</b>                                   | <b>\$ 4,200.00</b>   |
| 302682  | 01/17/2018 | THP Foundation  | 1,200.00             |
|         |            | <b>Costco parking lot payment - to Legacy Circle THPF</b> | <b>\$ 1,200.00</b>   |

| Check # | Check Date | Vendor Name                                   | Check Amount           |
|---------|------------|---|------------------------|
| 48110   | 01/13/2018 | Cabelas.com                                   | 1,199.98               |
|         |            | <b>Small Furniture &amp; Equipment</b>        | <b>\$ 1,199.98</b>     |
| 302527  | 01/05/2018 | Portland Productions, LLC                     | 1,030.00               |
| ACH     | 01/05/2018 | Smith Dawson & Andrews                        | 3,000.00               |
| 48106   | 01/13/2018 | Command Prompt, Inc.                          | 2,100.00               |
| 48601   | 01/13/2018 | Northwest Tree Specialists                    | 3,945.00               |
| 48682   | 01/13/2018 | Northwest Tree Specialists                    | 1,550.00               |
| 302662  | 01/17/2018 | Elevate Technology Group                      | 2,437.50               |
| 302699  | 01/19/2018 | Daneal Construction, Inc.                     | 1,114.00               |
| 302725  | 01/25/2018 | Edwards Enterprises                           | 1,467.50               |
|         |            | <b>Technical Services</b>                     | <b>\$ 16,644.00</b>    |
| 47773   | 01/12/2018 | Comcast Cable                                 | 1,108.24               |
| 48778   | 01/13/2018 | Comcast Cable                                 | 6,401.77               |
| 48877   | 01/13/2018 | AT&T Mobility                                 | 9,133.52               |
| 302755  | 01/25/2018 | Allstream                                     | 5,081.29               |
|         |            | <b>Telecommunications</b>                     | <b>\$ 21,724.82</b>    |
| 302532  | 01/05/2018 | THP Foundation                                | 2,550.00               |
|         |            | <b>Transfer Credit Card Donations to THPF</b> | <b>\$ 2,550.00</b>     |
| 302533  | 01/05/2018 | Tualatin Valley Water District                | 9,940.44               |
| ACH     | 01/17/2018 | Marc Nelson Oil Products, Inc.                | 1,522.47               |
| 302741  | 01/25/2018 | Tualatin Valley Water District                | 3,944.01               |
|         |            | <b>Vehicle Gas &amp; Oil</b>                  | <b>\$ 15,406.92</b>    |
| 47780   | 01/12/2018 | City of Beaverton                             | 10,529.74              |
| 47782   | 01/12/2018 | Tualatin Valley Water District                | 27,436.48              |
|         |            | <b>Water &amp; Sewer</b>                      | <b>\$ 37,966.22</b>    |
|         |            | <b>Grand Total</b>                            | <b>\$ 1,935,559.52</b> |

## Tualatin Hills Park &amp; Recreation District

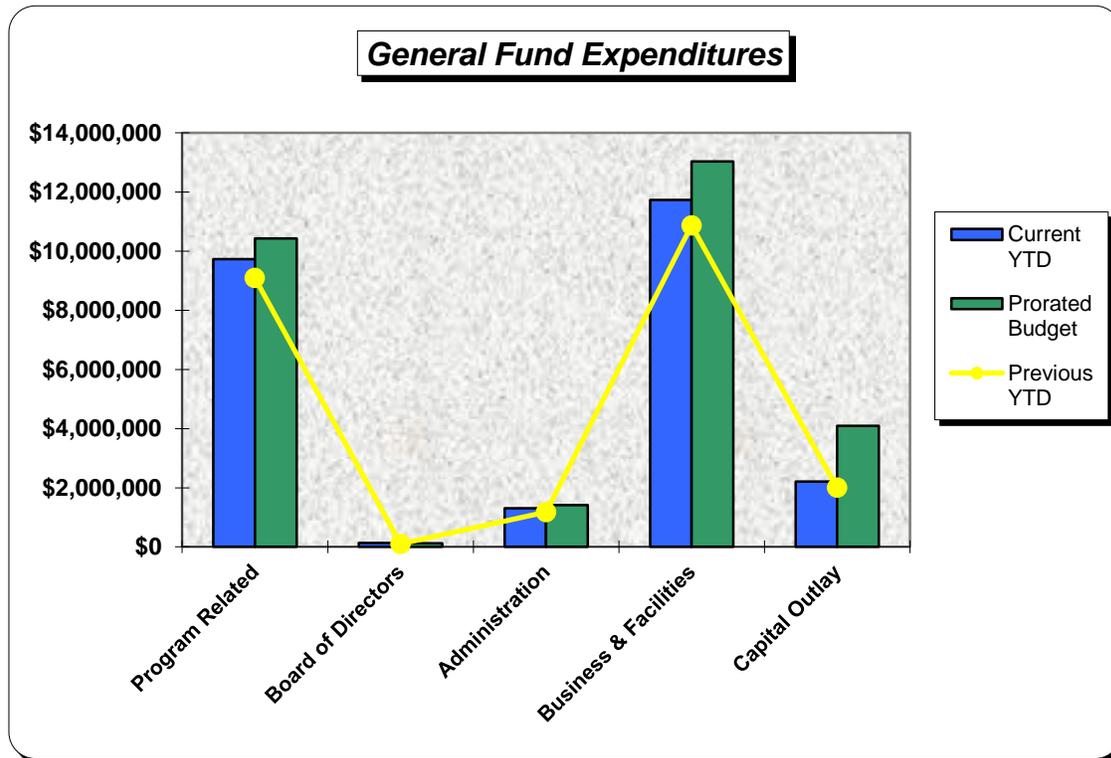
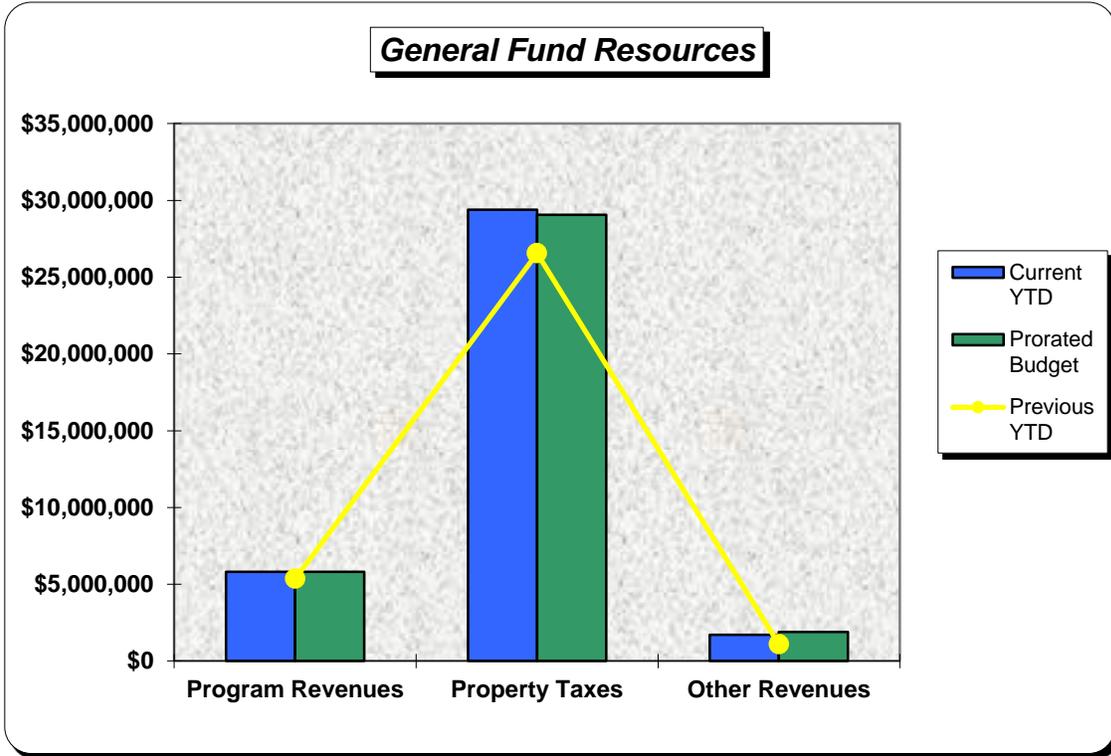
General Fund Financial Summary  
January, 2018

|   | <b>Current<br/>Month</b> | <b>Year to<br/>Date</b> | <b>Prorated<br/>Budget</b> | <b>% YTD to<br/>Prorated<br/>Budget</b> | <b>Full<br/>Fiscal Year<br/>Budget</b> |
|---|--------------------------|-------------------------|----------------------------|---|--|
| <b>Program Resources:</b>                 |                          |                         |                            |   |  |
| Aquatic Centers                           | \$ 120,413               | \$ 1,474,926            | \$ 1,634,232               | 90.3%                                   | \$ 3,216,289                           |
| Tennis Center                             | 86,329                   | 601,227                 | 618,777                    | 97.2%                                   | 1,129,096                              |
| Recreation Centers & Programs             | 388,291                  | 2,738,221               | 2,597,764                  | 105.4%                                  | 5,185,786                              |
| Sports Programs & Field Rentals           | 78,386                   | 808,187                 | 807,026                    | 100.1%                                  | 1,639,061                              |
| Natural Resources                         | 35,928                   | 179,477                 | 146,919                    | 122.2%                                  | 406,200                                |
| <b>Total Program Resources</b>            | <b>709,347</b>           | <b>5,802,038</b>        | <b>5,804,717</b>           | <b>100.0%</b>                           | <b>11,576,432</b>                      |
| <b>Other Resources:</b>                   |                          |                         |                            |   |  |
| Property Taxes                            | 160,494                  | 29,390,135              | 29,052,593                 | 101.2%                                  | 30,741,497                             |
| Interest Income                           | 35,286                   | 158,372                 | 65,107                     | 243.2%                                  | 155,000                                |
| Facility Rentals/Sponsorships             | 58,506                   | 361,581                 | 279,794                    | 129.2%                                  | 473,900                                |
| Grants                                    | 93,121                   | 776,833                 | 1,266,823                  | 61.3%                                   | 2,055,417                              |
| Miscellaneous Income                      | 95,031                   | 406,734                 | 273,661                    | 148.6%                                  | 497,250                                |
| <b>Total Other Resources</b>              | <b>442,438</b>           | <b>31,093,655</b>       | <b>30,937,979</b>          | <b>100.5%</b>                           | <b>33,923,064</b>                      |
| <b>Total Resources</b>                    | <b>\$ 1,151,785</b>      | <b>\$36,895,693</b>     | <b>\$ 36,742,697</b>       | <b>100.4%</b>                           | <b>\$45,499,496</b>                    |
| <b>Program Related Expenditures:</b>      |                          |                         |                            |   |  |
| Parks & Recreation Administration         | 43,789                   | 305,641                 | 392,498                    | 77.9%                                   | 685,221                                |
| Aquatic Centers                           | 284,224                  | 2,278,705               | 2,493,211                  | 91.4%                                   | 4,159,169                              |
| Tennis Center                             | 90,932                   | 621,432                 | 609,733                    | 101.9%                                  | 1,045,843                              |
| Recreation Centers                        | 405,461                  | 3,728,620               | 3,872,319                  | 96.3%                                   | 6,433,607                              |
| Community Programs                        | 31,328                   | 327,686                 | 369,379                    | 88.7%                                   | 583,120                                |
| Athletic Center & Sports Programs         | 172,337                  | 1,290,660               | 1,453,782                  | 88.8%                                   | 2,401,814                              |
| Natural Resources & Trails                | 139,309                  | 1,182,913               | 1,237,936                  | 95.6%                                   | 2,097,536                              |
| <b>Total Program Related Expenditures</b> | <b>1,167,380</b>         | <b>9,735,657</b>        | <b>10,428,857</b>          | <b>93.4%</b>                            | <b>17,406,310</b>                      |
| <b>General Government Expenditures:</b>   |                          |                         |                            |   |  |
| Board of Directors                        | 13,885                   | 130,476                 | 123,104                    | 106.0%                                  | 269,895                                |
| Administration                            | 146,004                  | 1,310,404               | 1,410,574                  | 92.9%                                   | 2,513,864                              |
| Business & Facilities                     | 1,548,744                | 11,737,459              | 13,032,562                 | 90.1%                                   | 22,024,609                             |
| Capital Outlay                            | 540,928                  | 2,211,012               | 4,098,401                  | 53.9%                                   | 6,419,213                              |
| Contingency/Capital Replacement Reserve   | -                        | -                       | -                          | 0.0%                                    | 5,050,000                              |
| <b>Total Other Expenditures:</b>          | <b>2,249,561</b>         | <b>15,389,351</b>       | <b>18,664,642</b>          | <b>82.5%</b>                            | <b>36,277,581</b>                      |
| <b>Total Expenditures</b>                 | <b>\$ 3,416,941</b>      | <b>\$25,125,008</b>     | <b>\$ 29,093,499</b>       | <b>86.4%</b>                            | <b>\$53,683,891</b>                    |
| <b>Revenues over (under) Expenditures</b> | <b>\$ (2,265,156)</b>    | <b>\$11,770,685</b>     | <b>\$ 7,649,198</b>        | <b>153.9%</b>                           | <b>\$ (8,184,395)</b>                  |
| <b>Beginning Cash on Hand</b>             |                          | <b>9,920,411</b>        | <b>8,184,395</b>           | <b>121.2%</b>                           | <b>8,184,395</b>                       |
| <b>Ending Cash on Hand</b>                |                          | <b>\$21,691,096</b>     | <b>\$ 15,833,593</b>       | <b>137.0%</b>                           | <b>\$ -</b>                            |

# Tualatin Hills Park and Recreation District

## General Fund Financial Summary

January, 2018





[7D]

## MEMO

**DATE:** March 12, 2018  
**TO:** Doug Menke, General Manager  
**FROM:** Keith Hobson, Director of Business & Facilities

**RE:** **Resolution Authorizing Issuance of Debt for the Redevelopment of Cedar Hills Park and Somerset West Park**

### Introduction

Staff is requesting board approval of a resolution authorizing the execution of a full faith and credit financing agreement for the purpose of funding a portion of the Cedar Hills Park and Somerset West Park projects. This authorization allows staff to enter into financing agreements pledging the district's full faith and credit as part of the project's funding plans.

### Background

At the May 9, 2017 regular meeting of the board of directors, staff presented options for covering the anticipated funding shortfall for the Somerset West Park and Cedar Hills Park redevelopment projects. The board approved phasing Somerset West Park and covering the Phase I project budget shortfalls with SDC funds. The board discussion centered on the desire to complete projects where possible, but also on a desire to avoid incurring debt to do so. Staff have updated estimates on the cost to complete this project, and have identified additional funding necessary to complete the project. Given the additional funding necessary to complete the project, staff recommends funding \$500,000 in Somerset West Park project costs with debt.

While not part of the May 9, 2017 requested action, staff noted that a funding plan for Cedar Hills Park would be presented to the board at a future date as part of the approval of the bid award. Based on board feedback at both the May 9, 2017 and the April 11, 2017 meetings, there was a consensus direction to cover the contingency amount with SDC funds and use debt to cover the balance of the project costs.

The current available bond funding for Somerset West Park is \$1,083,144, less the bond category shortfall of \$46,987, plus the bond natural resource funding of \$152,205 for stream enhancement, for a net bond funding amount of \$1,188,362. The estimated project cost for the completion of Phase I is \$1,904,792, which is an increase of \$369,552 over the estimate presented to the board at the May 9, 2017 meeting. This exceeds the current available bond funding by \$716,430. The Phase I estimate includes a contingency of \$219,135, which is proposed to be funded by SDC funds. The Phase I amenities will meet the obligations of the 2008 bond program and are consistent with other park renovation projects funded by the 2008 bond measure.

The total estimated project cost for Cedar Hills Park is \$11,309,392, which is \$2,373,273 in excess of the current available project funding. This estimate includes funding of \$1,038,000 which will be included in the proposed 2018-19 SDC budget to cover the project contingency. This estimate also includes grant funds of \$340,156 which are anticipated from OPRD (State of Oregon Park and Recreation Department).

The following chart outlines staff recommended funding plans for Somerset West Park and Cedar Hills Park. The chart identifies the estimated project costs, existing resources, operating expenditures, and debt service costs for the options outlined for each park project.

### **Bond Project Improvement Funding**

|  | <b>Somerset West Park<br/>Recommendation:<br/>Phase 1 Only with<br/>Bond, SDC Funds &amp;<br/>Debt Funds</b> | <b>Cedar Hills Park<br/>Recommendation:<br/>Complete Project with<br/>Bond, SDC Funds &amp;<br/>Debt Funds</b> |
|--|--|--|
| <b>Total Estimated Project Costs</b>                       | <b>\$1,904,792</b>   | <b>\$11,309,392</b>  |
| <b>Existing Resources:</b>                                 |  |  |
| Bond Funds   | \$1,083,144  | \$6,517,944  |
| Bond Category Shortfall                                    | (46,987)   | -  |
| Bond Category Savings                                      | -  | 1,040,019  |
| SDC Funds*   | 219,135  | 1,038,000  |
| Grant Funds  | -  | 340,156  |
| Natural Resource Bonds                                     | 152,205  | -  |
| <b>Total Existing Resources</b>                            | <b>\$1,501,471</b>   | <b>\$8,936,119</b>   |
| <b>Estimated Costs In Excess of<br/>Existing Resources</b> | <b>\$403,321</b>   | <b>\$2,373,273</b>   |
| <b>Operating Expenditure:</b>                              |  |  |
| Annual Debt Service <sup>1</sup>                           | \$35,180   | \$246,264  |
| <b>Total Annual Operating<br/>Expenditure:</b>             | <b>\$35,180</b>  | <b>\$246,264</b>   |
| <b>Debt Service Costs:</b>                                 |  |  |
| Principal  | \$500,000  | \$3,500,000  |
| Interest   | 203,611  | 1,425,275  |
| <b>Total Debt Service Costs:</b>                           | <b>\$703,611</b>   | <b>\$4,925,275</b>   |

<sup>1</sup> Annual Debt Service based on average 20-year loan at 3.5% interest

\* Contingency only

### **Proposal Request**

Staff is seeking board approval of a resolution authorizing the execution of a full faith and credit financing agreement for the purpose of funding a portion of the Cedar Hills Park and Somerset West Park projects in an amount not to exceed \$4,000,000 at a true effective rate not to exceed 5% per annum, with maturity of not later than 20 years from date of issuance. Estimates above utilize an interest rate of 3.5%, which is the current estimate of market interest rates. The request for 5% allows for market changes in interest rates. The bond amount allows for differences in estimated project costs given the potential for cost increases through the bidding process. Staff will return to the board of directors at a future date to seek approval of the funding plan as part of the bid approval for the Cedar Hills Park Project and Somerset West Park Project.

Approval of the resolution does not commit the district to issuing the debt, it creates the authority to do so in order to ensure the completion of these projects. The final determination of

how much debt to issue and the timing of the issuance will be made as the project bidding is completed for each specific project.

**Benefits of Proposal**

Board approval of the resolution authorizing the execution of a full faith and credit financing agreement for the purpose of funding a portion of the Cedar Hills Park and Somerset West Park projects will allow THPRD to move forward with the design and construction of these park redevelopments and meet the obligations of the 2008 bond measure.

**Potential Downside of Proposal**

The downsides to the requested action are the use of additional SDC funds and the costs associated with debt financing.

**Action Requested**

Staff is seeking board approval of Resolution No.2018-05 authorizing the execution of full faith and credit financing agreement for the purpose of funding a portion of the costs for the Somerset West Park and Cedar Hills Park Redevelopment Projects.

**RESOLUTION NO. 2018-05**

**A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A FULL FAITH AND CREDIT FINANCING AGREEMENT AND ESCROW AGREEMENT FOR THE PURPOSE OF FINANCING REAL AND PERSONAL PROPERTY IN AN AMOUNT NOT TO EXCEED \$4,000,000; DESIGNATING AN AUTHORIZED REPRESENTATIVE AND SPECIAL COUNSEL; AND RELATED MATTERS.**

RECITALS:

- A. The Tualatin Hills Park & Recreation District, Oregon (the "District"), is authorized by Oregon Revised Statutes ("ORS") Sections 266.410, 271.390 and 287A.315 to (i) enter into financing agreements to finance real and personal property that the District determines is needed, (ii) pledge its full faith and credit, and (iii) pay the costs of issuance of such financing agreements; and
- B. Additional funding for the redevelopment of Cedar Hills Park and Somerset West Park is needed (the "Project"); and
- C. The District desires to authorize the execution and delivery of a financing agreement(s) and escrow agreement(s) to finance the Project and related matters; and
- D. The estimated weighted average life of the financing agreement(s) will not exceed the estimated dollar weighted average life of that portion of the Project being financed; and
- E. The District anticipates incurring expenditures (the "Expenditures") to finance the costs of the Project and wishes to declare its official intent to reimburse itself for any Expenditures it may make from District funds on the Project from the proceeds of a financing agreement, the interest on which may be excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code").

NOW, THEREFORE, THE DISTRICT BOARD OF DIRECTORS OF THE TUALATIN HILLS PARK & RECREATION DISTRICT RESOLVES AS FOLLOWS:

**Section 1. Authorization.** The Board of Directors hereby authorizes:

A. Financing Agreement. The District authorizes the execution and delivery of full faith and credit financing agreement(s) (the “Financing Agreement”) in a form satisfactory to the Authorized Representative (defined herein). The aggregate principal amount of the Financing Agreement may not exceed \$4,000,000 and the proceeds shall be used to finance the Project and costs of issuance of the Financing Agreement. The Financing Agreement may consist of one or more financing agreements and may be issued as taxable and/or tax-exempt obligations at a true effective rate not to exceed five percent (5%) per annum as determined by the Authorized Representative and shall mature not later than twenty (20 years) from the date of issuance on date(s) set by the Authorized Representative.

B. Method of Sale. The Financing Agreement may be entered into directly with a lender (a “Private Placement”) or obligations representing the principal amount payable under the Financing Agreement may be sold to an underwriter by negotiated or competitive sale (a “Public Offering”), as determined by the Authorized Representative.

C. Private Placement. The Financing Agreement may be evidenced by a note and may be entered into with a lender(s) as determined by the Authorized Representative.

D. Public Offering. The District authorizes the issuance and sale of Full Faith and Credit Obligations, Series 2018 (the “Series 2018 Obligations”) which shall be issued by the escrow agent, for and on behalf of the District, representing the principal amount payable under the Financing Agreement. The Series 2018 Obligations may be issued in one or more series, shall be issued at a true effective rate as determined by the Authorized Representative and shall mature on dates set by the Authorized Representative. The District authorizes the execution and delivery of an escrow agreement(s) between the District and the escrow agent (the “Escrow Agreement”), in a form satisfactory to the Authorized Representative, pursuant to which the escrow agent shall execute the Series 2018 Obligations representing the principal amount payable under the Financing Agreement, and evidencing the right of the escrow agent to receive the District’s Financing Payments under the Financing Agreement.

**Section 2. Security.**

The Financing Agreement shall be a full faith and credit obligation of the District payable from the lawfully available, non-restricted funds of the District and other funds which may be available for that purpose, including taxes levied within the restrictions of Sections 11 and 11b, Article XI of the Constitution of the State of Oregon.

**Section 3. Designation of Authorized Representative.**

The District Board of Directors hereby authorizes the General Manager, the Director of Business and Facilities or the Chief Financial Officer, or any designee of the General Manager (the “Authorized Representative”) to act as the authorized

representative on behalf of the District and determine the remaining terms of the Financing Agreement as delegated herein.

**Section 4. Delegation of Final Terms of the Financing Agreement and Additional Documents.**

The Authorized Representative is authorized, on behalf of the District, to:

A. determine the method of sale, determine the provisions of the notice of sale if sold at a competitive sale, act upon bids received, negotiate the terms of, and execute and deliver a purchase agreement if sold at a negotiated sale, and negotiate the terms of, and execute and deliver documents if privately placed with a lender.

B. establish the maturity and interest payment dates, dated dates, principal amounts, capitalized interest (if any), optional and/or mandatory redemption provisions, interest rates, draw-down provisions, amortization schedules, covenants, fees, denominations, and all other terms under which the Financing Agreement and Series 2018 Obligations shall be issued, sold, executed, and delivered;

C. negotiate the terms and approve of the Financing Agreement and the Escrow Agreement, if applicable, as the Authorized Representative determines to be in the best interest of the District, and to execute and deliver the Financing Agreement and the Escrow Agreement;

D. deem final, approve of and authorize the distribution of any preliminary and final Official Statements to prospective purchasers of the Series 2018 Obligations;

E. determine whether the Series 2018 Obligations shall be Book-Entry certificates and to take such actions as are necessary to qualify the Series 2018 Obligations for the Book-Entry System of DTC, including the execution of a Blanket Issuer Letter of Representations;

F. apply for ratings for the Series 2018 Obligations and determine whether to purchase municipal bond insurance or other credit enhancement, negotiate and enter into agreements with providers of credit enhancers, and expend proceeds to pay credit enhancement fees;

G. determine if the Financing Agreement will be issued on a tax-exempt basis and/or a taxable basis; and all other terms of the Financing Agreement and approve, execute and deliver the Financing Agreement;

H. designate the Financing Agreement and the Series 2018 Obligations as a “qualified tax-exempt obligation” pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”);

I. approve, execute and deliver a Tax Certificate for the portion of the

Agreement issued on a tax-exempt basis;

J. approve, execute and deliver a continuing disclosure certificate pursuant to SEC Rule 15c2-12, as amended (17 CFR Part 240, §240.15c2-12) for each series of Series 2018 Obligations;

K. engage the services of any professionals whose services the Authorized Representative determines are necessary or desirable, including the appointment of an escrow agent for the Series 2018 Obligations;

L. execute and deliver a certificate specifying the action taken pursuant to this Resolution, and any other documents, agreements or certificates that the Authorized Representative determines are necessary and desirable to issue, sell and deliver the Financing Agreement and Series 2018 Obligations in accordance with this Resolution and take any other actions that the Authorized Representative determines are necessary or desirable to finance the Project with the Agreement in accordance with this Resolution; and

M. take any other actions which the Authorized Representative determines are necessary or desirable to finance the Projects in accordance with this Resolution.

#### **Section 5. Maintenance of Tax-Exempt Status.**

The District hereby covenants for the benefit of the Owners of the Financing Agreement issued on a tax-exempt basis to use the Financing Agreement proceeds and the Project financed with such proceeds in the manner required, and to otherwise comply with all provisions of the Code, which are required so that interest paid on the Financing Agreement will not be includable in gross income of the Owners of such Financing Agreement for federal income tax purposes. The District makes the following specific covenants with respect to the Code:

A. The District will not take any action or omit any action if it would cause the Financing Agreement to become “arbitrage bonds” under Section 148 of the Code.

B. The District shall operate the Project financed with a tax-exempt Financing Agreement so that the Financing Agreement does not become a “private activity bond” within the meaning of Section 141 of the Code.

C. The District shall comply with appropriate Code reporting requirements.

D. The District shall pay, when due, all rebates and penalties with respect to the Financing Agreement which are required by Section 148(f) of the Code.

The covenants contained in this Section 5 and any covenants in the closing documents for the Financing Agreement shall constitute contracts with the owners of the Financing Agreement, and shall be enforceable by them. The Authorized Representative

may enter into covenants on behalf of the District to protect the tax-exempt status of the Financing Agreement.

**Section 6. Appointment of Placement Agent/Underwriter.**

The Authorized Representative is authorized to appoint a placement agent/underwriter for the issuance of the Financing Agreement and the Series 2018 Obligations.

**Section 7. Appointment of Special Counsel.**

The District appoints Mersereau Shannon LLP as special counsel to the District for the issuance of the Financing Agreement and the Series 2018 Obligations.

**Section 8. Continuing Disclosure.**

The District covenants and agrees to comply with and carry out all of the provisions of a Continuing Disclosure Agreement which may be negotiated with any underwriter. Notwithstanding any other provision of this Resolution, failure by the District to comply with the Continuing Disclosure Agreement will not constitute an event of default; however, any Owner may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the District to comply with its obligations under this Section and the Continuing Disclosure Certificate.

**Section 9. Preliminary and Final Official Statement.**

The District may prepare or cause to be prepared a preliminary official statement for the Series 2018 Obligations which shall be available for distribution to prospective purchasers. In addition, an official statement may be prepared and shall be ready for delivery to the purchasers of the Series 2018 Obligations no later than the seventh (7th) business day after the sale of the Series 2018 Obligations. When the District determines that the final official statement does not contain any untrue statement of a material fact or omit to state any material fact necessary to make the statements contained in the official statement not misleading in the light of the circumstances under which they are made, the Authorized Representative is authorized to certify the accuracy of the official statement on behalf of the District.

**Section 10. Closing of the Financing Agreement.**

The Authorized Representative is authorized to negotiate the terms and conditions of a commitment letter in the case of a Private Placement or a purchase agreement in the case of a Public Offering. The Authorized Representative is authorized to execute the commitment letter or the purchase agreement, as the case may be, for and on behalf of the District and to execute such additional documents, including a Tax Certificate, and to perform any and all other things or acts necessary for the sale and

delivery of the Financing Agreement or Series 2018 Obligations as herein authorized. Such acts of the Authorized Representative are for and on behalf of and are authorized by the Board of Directors of the District.

**Section 11. Resolution to Constitute Contract.**

In consideration of the purchase and acceptance of any or all of the Financing Agreement or Series 2018 Obligations by those who shall own the same from time to time (the “Owners”), the provisions of this Resolution shall be part of the contract of the District with the Owners and shall be deemed to be and shall constitute a contract between the District and the Owners. The covenants, pledges, representations and warranties contained in this Resolution or in the closing documents executed in connection with the Financing Agreement or Series 2018 Obligations and the other covenants and agreements herein set forth to be performed by or on behalf of the District shall be contracts for the equal benefit, protection and security of the Owners, all of which shall be of equal rank without preference, priority or distinction of any of such Financing Agreement and Series 2018 Obligations over any other thereof, except as expressly provided in or pursuant to this Resolution.

**Section 12. Bank Designation.**

For purposes of paragraph (3) of Section 265(b) of the Code, the District designates the Financing Agreement issued on a tax-exempt basis as a “qualified tax-exempt obligation” provided the Financing Agreement or the Series 2018 Obligations, as the case may be, does not constitute a private activity bond as defined in Section 141 of the Code and not more than \$10,000,000 aggregate principal amount of obligations, the interest on which is excludable under Section 103(a) of the Code from gross income for federal income tax purposes (excluding, however, private activity bonds other than qualified 501(c)(3) bonds) including the Financing Agreement, or the Series 2018 Obligations, as the case may be, have been or shall be issued by the District, including all subordinate entities of the District, if any, during the current calendar year in which the Financing Agreement is entered into.

**Section 13. Post Issuance Compliance Procedures.**

The Authorized Representative is authorized to adopt, or modify existing, procedures regarding post issuance compliance related to tax-exempt and taxable obligations of the District.

**Section 14. Reimbursement.**

The District hereby declares its official intent to reimburse itself with the proceeds of the Financing Agreement for any of Expenditures incurred by it prior to the issuance of the Agreement.

This resolution is adopted by the Board of Directors of Tualatin Hills Park and Recreation District, Washington County, Oregon this 12<sup>th</sup> day of March 2018.

TUALATIN HILLS PARK & RECREATION DISTRICT  
WASHINGTON COUNTY, OREGON

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Ali Kavianian, President

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Felicita Monteblanco, Secretary

ATTEST:

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Jessica Collins, Recording Secretary



**MEMO**

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

**RE:** **Resolution Appointing THPRD Board of Directors Member Position #2**

President Ali Kavianian will lead the board's discussion regarding appointment of the vacant THPRD Board of Director's seat, Position #2. The term for Position #2 is through June 30, 2021; however, the appointed term will be through June 30, 2019, at which point the remainder of the position's term would be filled by district election, to take place in May 2019.

Applications for the position were accepted from January 17 through February 7 with 26 applications received for the board's consideration.

The board held interviews with ten of the applicants at a Special Meeting on Tuesday, March 6. The board has indicated a preference to appoint the selected individual at the March 12 Regular Meeting with the new member's term effective beginning April 1, 2018.

Attached is a resolution drafted by district legal counsel should the board come to a consensus during the March 12 Regular Meeting as to which candidate they would like to appoint to the vacant position.

**Action Requested**

Board of directors' approval of Resolution 2018-06, appointing           (insert name)           to Position #2 of the THPRD Board of Directors.

**RESOLUTION NO. 2018-06  
TUALATIN HILLS PARK & RECREATION DISTRICT**

A RESOLUTION APPOINTING

\_\_\_\_\_  
AS A MEMBER OF THE BOARD OF DIRECTORS

**WHEREAS**, the Tualatin Hills Park & Recreation District (“District”) Board of Directors (“Board”) is required to consist of five members;

**WHEREAS**, the former Board member in Position #2, whose term expires on June 30, 2021, resigned from his position on December 18, 2017;

**WHEREAS**, state law and District policy in this instance requires the Board to appoint a new member to serve in Position #2 until June 30, 2019;

**WHEREAS**, beginning July 1, 2019 an elected member will serve out the remainder of the term of Position #2;

**WHEREAS**, the District publicly advertised the Board vacancy and received 26 applications by the February 7, 2018 deadline;

**WHEREAS**, the Board interviewed 10 of the applicants on March 6, 2018; and

**WHEREAS**, after deliberating and considering the qualifications of those 10 candidates at the Board’s March 12, 2018 meeting, the Board members voted to appoint \_\_\_\_\_ to the vacant position.

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

- Section 1.** The Board appoints \_\_\_\_\_ to Position #2.
- Section 2.** \_\_\_\_\_ will begin serving on April 1, 2018.
- Section 3.** \_\_\_\_\_’s appointment will expire on June 30, 2019.
- Section 4.** At the next District election in May 2019, voters will elect a successor to serve out the remainder of the term of Position #2, which expires on June 30, 2021.
- Section 5.** This resolution takes effect immediately upon adoption.

BOARD APPROVAL AND ADOPTION: March 12, 2018

\_\_\_\_\_  
Ali Kavianian  
Board President

\_\_\_\_\_  
Felicita Monteblanco  
Board Secretary

ATTEST:

\_\_\_\_\_  
Jessica Collins  
Recording Secretary



## MEMO

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

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

### **Neighborhood Association Committees and Citizen Participation Organizations**

As a part of the district's enhanced outreach efforts, staff are in their third year representing THPRD on eleven Neighborhood Association Committees (NACs) and four Citizen Participation Organizations (CPOs). Meetings typically occur monthly, with time reserved on the agenda for sharing district information and answering questions. Updates include local district offerings, registration dates, maintenance projects, and special events. Upon request, staff will coordinate more detailed presentations on specific topics related to the respective neighborhood or region. Information for the meetings is provided through departmental updates of which topics are selected based on relevancy to each group. Staff also listens to participant concerns and reports back to the respective departments for follow up. Julie Rocha, Athletic Center supervisor, will provide a brief presentation on THPRD's participation on the NAC and CPOs.

### **Board of Directors & Budget Committee Meeting Schedule**

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

- April 10, 2018
- April 17, 2018 (budget committee work session)
- May 8, 2018
- May 15, 2018 (budget committee budget approval)



**MEMO**

**DATE:** February 26, 2018  
**TO:** Doug Menke, General Manager  
**FROM:** Keith Hobson, Director of Business and Facilities

**RE: System Development Charge Indexed Rate Annual Cost Adjustment**

**Introduction**

Staff is seeking input from the board on the System Development Charge (SDC) indexed annual cost adjustment. Staff will incorporate input from the board in a recommendation on rate changes expected to be brought to the board for consideration of approval in April 2018.

**Background**

The board of directors approved a resolution implementing the SDC program on November 17, 1998. The resolution provided the board of directors with the method to annually adjust SDC rates. The current SDC methodology was adopted by board Resolution No. 2016-06 and the current SDC rates were adopted by board Resolution No. 2017-07. The updated methodology recommended the continued use of an escalation factor based on land value increases in Washington County and construction costs in the Engineering News Record Construction Cost Index for the City of Seattle to adjust charges annually.

The current SDC Administrative Procedures Guide (SDC APG) was approved by the district board of directors on November 14, 2017. The district’s SDC APG, section 4.B provides for the annual adjustment of SDCs based on adopted cost indices. Adjustments are to be calculated on or about January of each year and are to be based on the change in average market value for the prior calendar year of undeveloped land in the district, within the Metro Urban Growth Boundary, according to the records of the County Tax Assessor, and the change in construction costs according to the Engineering News Record (ENR) Northwest (Seattle, Washington) Construction Cost Index (as reported in the November issue of the ENR), and shall be determined as follows:

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

THPRD’s SDC consultant, John Ghilarducci of FCS Group, has submitted information (Attachment A) that provides the figures to be used to obtain the adjustment factor noted below:

|                    |                               |
|--------------------|-------------------------------|
| Land Value         | 6.08% X 0.50 = 3.04%          |
| Construction Costs | <u>+ 7.72% X 0.50 = 3.86%</u> |
|                    | 100% = 6.90%                  |

The current THPRD SDC rate is 10.85% below the total allowable SDC rates, with an additional 3% reduction of the North Bethany residential rates.<sup>1</sup> The district opted not to implement the 2017 annual adjustment, as the adjustment was taken into account during the methodology update. The following table shows several options for implementing the annual indices – ranging from keeping the rates at the current rate to implementation of both the 2017 and 2018 indices.

| <b>Tualatin Hills Park &amp; Recreation</b>                                       |                         |                        |   |                          |                                   |
|---|-------------------------|------------------------|---|--------------------------|-----------------------------------|
| <b>2018 System Development Charge Annual Adjustment - Implementation Analysis</b> |                         |                        |   |                          |                                   |
| <b>Category/Area</b>  | <b>Current SDC Rate</b> | <b>2018 Adjustment</b> | <b>2018 Adjustment &amp; Full North Bethany Rate*</b> | <b>2017** Adjustment</b> | <b>2017 &amp; 2018 Adjustment</b> |
| <b>Districtwide</b>   |                         |                        |   |                          |                                   |
| Single Family Residential   | \$10,800                | \$11,545               |   | \$11,971                 | \$12,798                          |
| Multi-Family residential  | \$8,619                 | \$9,214                |   | \$9,554                  | \$10,213                          |
| New Employee  | \$360                   | \$385                  |   | \$399                    | \$427                             |
| <b>South Cooper Mountain</b>  |                         |                        |   |                          |                                   |
| Single Family Residential   | \$12,624                | \$13,495               |   | \$13,993                 | \$14,959                          |
| Multi-Family residential  | \$10,075                | \$10,770               |   | \$11,168                 | \$11,938                          |
| New Employee  | \$360                   | \$385                  |   | \$399                    | \$427                             |
| <b>Bonny Slope West</b>   |                         |                        |   |                          |                                   |
| Single Family Residential   | \$12,789                | \$13,672               |   | \$14,176                 | \$15,154                          |
| Multi-Family residential  | \$10,206                | \$10,910               |   | \$11,313                 | \$12,094                          |
| New Employee  | \$360                   | \$385                  |   | \$399                    | \$427                             |
| <b>North Bethany</b>  |                         |                        |   |                          |                                   |
| Single Family Residential   | \$12,268                | \$13,115               | \$13,518  | \$13,599                 | \$14,537                          |
| Multi-Family residential  | \$9,791                 | \$10,467               | \$10,787  | \$10,853                 | \$11,602                          |
| New Employee  | \$360                   | \$385                  | \$385   | \$399                    | \$427                             |

\*Adopted rate was implemented at 3% reduction (Full rates = \$12,645 SF, \$10,091 MF)

\*\*The district opted not to implement the 2017 SDC Adjustment Index of 10.85%

A comparison of the current and adjusted rates (to the 2018 index) to rates throughout the region is included (Attachment B).

By email dated February 15, 2018, a copy of the FCS SDC Rate Adjustment for 2018 and the implementation analysis was sent to the Home Builders Association, individual developers and the City of Beaverton and Washington County (Attachment C). The email included the district's timeline for taking the information to the board. To date, the only question asked was from the City of Beaverton about whether staff would be making a recommendation on the increased amount or only timing. Staff responded that no recommendation would be made at the March

<sup>1</sup> The 2017 Annual Index Adjustment was not implemented, as the adjustment was less than a year after the adoption of the updated methodology in Resolution 2016-06.

meeting, any recommendation at a subsequent meeting would be based on feedback from the board.

### **Proposal Request**

Staff is seeking input from the board on the SDC indexed rate annual cost adjustment. Staff will incorporate input from the board in a recommendation on rate changes expected to be brought to the board for consideration of approval in April 2018. Staff recommends that any adopted increase be implemented effective July 1, 2018.

Once input is received, staff will again reach out to the HBA, developers and the city and county to obtain feedback on any proposed changes.

### **Benefits of Proposal**

Annual rate adjustments, as prescribed by THPRD's adopted SDC methodology and the SDC APG, allows the SDC rates to keep up with inflationary increases to land and construction costs. Increasing SDC rates will help to pay for capacity improvements and additional park and trail projects in the future.

### **Potential Downside of Proposal**

There appears to be no downside to this proposal from a district perspective. The moderate increase in rates appears to reflect the status of the economy and the development community; however, there is already a sensitivity to SDC rates as they relate to affordable housing.

### **Action Requested**

Staff is seeking input from the board on the SDC indexed rate annual cost adjustment. Staff will incorporate input from the board in a recommendation on rate changes expected to be brought to the board for consideration of approval in April 2018. Specifically, staff are seeking input on:

- The amount, if any, the SDC rate should be increased to reflect the increased cost of land and construction, as reflected in Attachment A;
- Whether all SDC rate categories (single-family, multi-family, etc) should be increased; and
- The timing for implementation of any changes in the SDC rates.



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January 19, 2018

Jeannine Rustad  
 Superintendent of Planning  
 Tualatin Hills Park & Recreation District  
 15707 SW Walker Road  
 Beaverton, OR 97006

Subject: SDC Rate Adjustments for 2018

Dear Ms. Rustad:

The Tualatin Hills Park and Recreation District's adopted Parks and Recreation SDC Resolution includes the following provision requiring annual adjustment of the SDC rates based on changes in costs:

*Notwithstanding any other provision, the dollar amounts of the SDC set forth in the SDC Methodology Report shall on January 1<sup>st</sup> of each year be adjusted to account for changes in the costs of acquiring and constructing parks and recreation facilities. The adjustment factor shall be based on the change in average market value of undeveloped land in the District, within the Metro Urban Growth Boundary, according to the records of the County Tax Assessor, and the change in construction costs according to the Engineering News Record (ENR) Northwest (Seattle, Washington) Construction Cost Index; and shall be determined as follows:*

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

The Washington County Tax Assessor's office has informed us that the 2017 market value adjustment is 6.08 percent for property class 100, which is undeveloped residential land. This class represents the best proxy for the cost of land for parks. In addition, the Construction Cost Index for Seattle has increased by 7.72 percent over the last 12 months, as reported in the November 2017 issue of *Engineering News Record*. Application of the cost adjustment formula yields an adjustment factor of 6.90 percent, as shown below:

| Component          |   | Proportion | SDC Index |
|--------------------|---|------------|-----------|
| Description        | Change  |            |           |
| Land value         | 6.08%   | 50.0%      | 3.04%     |
| Construction costs | 7.72%   | 50.0%      | 3.86%     |
|                    |   | 100.0%     | 6.90%     |
| Sources:           | Washington County Assessor<br>Engineering News Record |            |           |

Application of this adjustment factor produces the following SDC schedule:

January 19, 2018  
 Jeannine Rustad  
 SDC Rate Adjustments for 2018  
 page 2

| <b>Tualatin Hills Park &amp; Rec District (Base)</b> |                    |                               |                         |
|--|--------------------|-------------------------------|-------------------------|
| <b>Category</b>                                      | <b>Current Fee</b> | <b>Index-Based Adjustment</b> | <b>New Fee for 2018</b> |
| Single Family Residential                            | \$ 10,800          | \$ 745                        | \$ 11,545               |
| Multi Family Residential                             | \$ 8,619           | \$ 595                        | \$ 9,214                |
| New Employee   | \$ 360             | \$ 25                         | \$ 385                  |
| <b>South Cooper Mountain Area</b>                    |                    |                               |                         |
| <b>Category</b>                                      | <b>Current Fee</b> | <b>Index-Based Adjustment</b> | <b>New Fee for 2018</b> |
| Single Family Residential                            | \$ 12,624          | \$ 871                        | \$ 13,495               |
| Multi Family Residential                             | \$ 10,075          | \$ 695                        | \$ 10,770               |
| New Employee   | \$ 360             | \$ 25                         | \$ 385                  |
| <b>Bonny Slope West</b>                              |                    |                               |                         |
| <b>Category</b>                                      | <b>Current Fee</b> | <b>Index-Based Adjustment</b> | <b>New Fee for 2018</b> |
| Single Family Residential                            | \$ 12,789          | \$ 883                        | \$ 13,672               |
| Multi Family Residential                             | \$ 10,206          | \$ 704                        | \$ 10,910               |
| New Employee   | \$ 360             | \$ 25                         | \$ 385                  |
| <b>North Bethany</b>                                 |                    |                               |                         |
| <b>Category</b>                                      | <b>Current Fee</b> | <b>Index-Based Adjustment</b> | <b>New Fee for 2018</b> |
| Single Family Residential                            | \$ 12,268          | \$ 847                        | \$ 13,115               |
| Multi Family Residential                             | \$ 9,791           | \$ 676                        | \$ 10,467               |
| New Employee   | \$ 360             | \$ 25                         | \$ 385                  |

Please feel free to contact me at (425) 867-1802 x225 if you have any questions or concerns about this information. We appreciate the opportunity to continue to serve the District.

Sincerely,



John Ghilarducci  
 Principal

**Park SDCs Around the Metro Area (as of January 2018)**

|   | <b>Single-Family</b>       | <b>Multi-Family</b>        |
|---|----------------------------|----------------------------|
| Hillsboro - South Hillsboro (with LID/without LID) <sup>1</sup> | \$13,010 / \$15,079        | \$11,883 / \$13,651        |
| <b>THPRD<sup>2</sup> - Bonny Slope West</b>                     | <b>\$12,789 / \$13,672</b> | <b>\$10,206 / \$10,910</b> |
| Portland <sup>3</sup> (>2,200sf house)                          | \$10,330 - \$13,895        | \$10,330 - \$13,895        |
| Lake Oswego   | \$13,595                   | \$7,562                    |
| <b>THPRD - South Cooper Mountain Area</b>                       | <b>\$12,624 / \$13,495</b> | <b>\$10,075 / \$10,770</b> |
| <b>THPRD - North Bethany</b>                                    | <b>\$12,268 / \$13,115</b> | <b>\$9,791 / \$10,467</b>  |
| Portland (1,700-2,199sf house)                                  | \$9,331 - \$12,551         | \$9,331 - \$12,551         |
| <b>THPRD – Base</b>   | <b>\$10,800 / \$11,545</b> | <b>\$8,619 / \$9,214</b>   |
| Portland (1,200-1,699sf house)                                  | \$8,218- \$11,054          | \$8,218- \$11,054          |
| Tigard - River Terrace  | \$8,470                    | \$6,223                    |
| Tigard  | \$8,036                    | \$5,897                    |
| Sherwood  | \$7,668                    | \$5,754                    |
| Gresham – Springwater   | \$6,868                    | \$6,868                    |
| Clackamas County – West of I-205                                | \$6,760                    | \$5,842                    |
| Portland (<700sf house)   | \$4,570 - \$6,146          | \$4,570 - \$6,146          |
| Clackamas County – East of I-205 & Sunnyside Village            | \$6,075                    | \$5,290                    |
| Canby   | \$5,526                    | \$5,537                    |
| Oregon City   | \$5,411                    | \$4,280                    |
| Gresham – Pleasant Valley                                       | \$5,336                    | \$5,336                    |
| Hillsboro   | \$5,288                    | \$5,288                    |
| Tualatin  | \$5,170                    | \$5,170                    |
| Milwaukie   | \$3,985                    | \$3,608                    |
| Gresham   | \$3,955                    | \$3,955                    |

<sup>1</sup>Hillsboro adopted a local improvement district (LID) for transportation improvements in South Hillsboro. For properties that are in the LID, the supplemental park SDC rate was reduced for the first 3 years and phased in over years 4-6.

<sup>2</sup>THPRD Rates = Current / 2018 Adjustment

<sup>3</sup>Lower end of range = Central City; upper end of range = Non-central city

**Jeannine Rustad**

---

**From:** Jeannine Rustad  
**Sent:** Thursday, February 15, 2018 11:54 AM  
**To:** 'Paul Grove'  
**Cc:** 'broast@beavertonoregon.gov'; Anna Slatinsky; 'Andy\_Back@co.washington.or.us'  
**Subject:** THPRD Annual SDC Adjustment  
**Attachments:** SDC Index Implementation Analysis 02.13.2018.pdf; THPRD SDC Index Adjustment for 2018 v2.pdf

All,

Attached you will find THPRD's annual adjustment index performed by FCS, as well as a table with several implementation options. As you may recall, THPRD did not implement its 2017 Adjustment Index. This table is not to suggest a target, but intended to show the range. Thus, the table ranges from keeping the SDCs at the current rate (i.e., do nothing) to implementing both the 2017 adjustment, as well as the 2018 adjustment.

We will be taking the analysis to the board in March (please note the meeting date has changed, and is Monday, March 12). In April, we will return to the board for decision. Staff recommendation will be that any change be effective July 1, 2018 (note, if the board were to decide to adopt both the 2017 and 2018 adjustments, we would recommend staggering the implementation).

Please feel free to provide comments in advance of these meetings, so that we can include them in our reports. Additionally, we're happy to schedule a meeting to discuss the options and impacts on development.

Thank you,

Jeannine Rustad  
Superintendent of Planning  
Tualatin Hills Park & Recreation District  
15707 SW Walker Road  
Beaverton, OR 97006  
503-614-1206 (direct)  
971-770-6371 (cell)  
[jrustad@thprd.org](mailto:jrustad@thprd.org)



## Management Report to the Board March 12, 2018

### Communications & Outreach

*Bob Wayt, Director of Communications & Outreach*

1. The 184-page summer activities guide, packed with info about park district summer camps, programs, events and other activities, will be mailed to all households within THPRD boundaries in late March. Hard copies of the book will also be available to the public at THPRD centers, the Administration Office and all Beaverton-area libraries. For patrons wanting an advance peek, the guide will be posted to the THPRD website in early March. Summer registration starts April 21.
2. Spring registration began March 3. In advance, a postcard with enrollment information was sent to all households within THPRD boundaries. The postcard also featured a message from board member John Griffiths about the planning and creativity the district uses to address continuing population growth.
3. THPRD was on TV during the NBC telecast of the Winter Olympic Games. A 30-second commercial promoting spring registration was transmitted to Comcast subscribers in the Beaverton/Hillsboro zone. It was one of many communication tools used to promote enrollment.
4. The text-only version of the Parks Bond Citizen Oversight Committee's abbreviated final report on THPRD bond measure implementation has been posted to the district website. Work is now underway on a graphics-added version to be delivered to community leaders, THPRD centers, Beaverton-area libraries and other locations. The report will also be presented by committee chair Rob Drake to the board at the April meeting.

### Community Partnerships

*Geoff Roach, Director of Community Partnerships*

1. Tualatin Hills Park Foundation (THPF)
  - The THPF held its January 2018 quarterly meeting of trustees. Approved motions at the meeting included:
    - Closing out the capital campaign
    - Launching the Program Fund for people experiencing disability
    - Authorizing THPRD's use of funds for John Quincy Adams Young (JQAY) House related restoration and maintenance
  - Legacy Circle Giving campaign (annual operating funds for THPF) continues.
2. Capital Fundraising (at late Feb 2018)
  - Mountain View Champions Park capital campaign is fully concluded.
  - Publicity from the Mountain View Champions Park grand opening and the capital campaign continues:

- In the February 2018 addition, NRPA Magazine published a feature article “Collaboration: The Key to Development of Oregon’s Mountain View Champions Park”

3. Program Fund

- A US Bank Foundation proposal has been submitted and we await word.
- New grant applications are being developed now, e.g. Autzen Foundation.

**Aquatics**

*Sharon Hoffmeister, Superintendent of Aquatics*

1. High school swimming season ended mid-February which prompted an early start to after school swim lessons.
2. Staff are busy preparing for spring break activities. Extra open swims, life guarding classes, junior lifeguard classes, water safety instructor and lifeguard instructor classes are among the activities that will kick off a very busy spring season.
3. Staff will be updating their lifeguarding certifications, required every two years, between now and the start of summer. This will include over 200 staff taking the nine-hour review course taught by our in-house trainers.

**Maintenance**

*Jon Campbell, Superintendent of Maintenance Operations*

1. The maintenance department consumed less fuel and drove fewer miles during 2017. Strategies that were applied in 2015 to offset trending increases in fuel use and miles traveled continue to be successful. For calendar year 2017 the maintenance staff decreased fuel use by 409 gallons while driving 1,370 fewer miles.
2. Staff have made improvements at the Hazeldale Park off-leash dog area. Improvements include the installation of new gravel pathways that will provide ADA access to both entrances of the dog park and new concrete pavers installed around the dog wash area. The improvements will provide better drainage for the users while also improving the aesthetics of the off-leash dog area.
3. Warm winter weather has helped park maintenance staff. Due to the unseasonably warm weather, the maintenance crews have been able to get an early start on tasks usually reserved for spring. Staff have been on route mowing, pruning, spreading bark chips and making necessary repairs at their parks as needed. The ability to perform these tasks early in the year is beneficial to our operations and will help us manage maintenance challenges we typically have to address during the spring season.

**Natural Resources & Trails Management**

*Bruce Barbarasch, Superintendent of Natural Resources & Trails Management*

1. Nature-Based Preschool Enrollment. The Nature Center’s nature-based preschool program expanded this year and will expand again next year to provide five school-year-long programs for children ages three through five. Currently 55 of 66 spaces for next year’s program are full.

2. Trail Map Update. Natural Resources and Communications & Outreach staff are partnering to update the district's nature and trails map. The revised map will be available to patrons in the spring.
3. Frog Monitoring Program. Native frogs lay eggs in late winter. By monitoring the number of egg clusters over time, natural area health trends can be tracked. Nearly 30 volunteers were recently trained and will conduct egg surveys throughout the district in the coming weeks.

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

*Gery Keck, Superintendent of Design & Development*

*Jeannine Rustad, Superintendent of Planning*

1. On February 15 staff attended the City of Beaverton's "Urban Design Academy". The academy discussed the role urban design can play in making Beaverton's downtown a more vibrant place that is the economic and cultural heart of Beaverton. Participants included Beaverton decision makers, stakeholders and development professionals. The meeting was led by the city and their consultant, Sera Architects. The city intends to continue their outreach by engaging the public in similar meetings.
2. On February 22 staff held the district's first Spanish-speaking design workshop for the Bonnie Meadows Neighborhood Park project. The meeting was well attended with 20 participants. The participants helped create four different concept plans for the neighborhood park. These plans, along with six concepts from earlier workshops and the community conversations visioning, will be used to assist the design consultant in developing the master plan.
3. Staff attended the February 13 Beaverton City Council Work Session on the City and THPRD Coordination. Councilors San Soucie and Arnold and Mayor Doyle were in attendance. Beaverton staff gave a presentation outlining the existing cooperative agreement and the required urban service agreement. Comments from the councilors included:
  - a. System development charges and waivers for affordable housing.
  - b. Whether the district was willing to consider smaller parks than the standard 2-4 acre neighborhood park in highly populated areas, such as the downtown core. One councilor suggested that the city could contribute urban renewal dollars to purchase land in the core or otherwise help fund key infrastructure projects.
  - c. Asked about our standard distance to parks (city staff briefly explained our GRASP analysis and scoring).
  - d. Beaverton is trying to create 20-minute walkable neighborhoods and would we be willing to buy into this idea and help with providing parks.
  - e. The city will not support a new parks and recreation district. They get excellent service from THPRD.
  - f. The city and district will continue to coordinate on events, planning and opportunities for joint development of urban amenities and should collaborate on social issues, as well as land acquisition.
4. Staff attended the February 16 Housing Crisis Seminar. Topics included: Populations and demographics struggling with homelessness; steady incline of people experiencing homelessness; decline of labor market; projected future of housing; inclusionary zoning techniques; types of housing and barriers to accessing affordable housing; and developer perspective relating to the impact of cost on infrastructure, regulations, permitting, and land supply. A common theme throughout each of the speakers was the

ever-increasing gap between income and cost of housing, specifically rental housing. Middle and low-income earners are no longer able to afford housing in much of the Portland Metropolitan area. An increasing number of households are rent burdened (30% or more of the income going to rent), making it difficult to pay for basic needs. Historically, there has been a diverse collection of housing, allowing people to move up and down the “housing ladder” (renting to owning to downsizing for retirement). The focus on development of higher end homes has reduced living options for individuals and families on the lower ends of the spectrum. Developers indicated a struggle to develop properties in a timely manner due to the lengthy and often inconsistent permitting process, as well as changing regulations, which increase cost and redesign of projects. The City of Portland, City of Hillsboro, and Home Builders Association indicated ways their agencies are going about inclusionary zoning to allow for a more diverse palette of housing types, as well as opportunities to include affordable housing units.

### **Recreation**

*Eric Owens, Superintendent of Recreation*

1. The Garden Home Recreation Center received a generous donation from Free Geek, a nonprofit organization, comprising of 3 laptops and 15 desktops (screen, hard drive, keyboard and mouse). Free Geek accepts retired electronic donations, refurbishes and rebuilds them before distributing the materials to agencies who apply. The computers will be primarily used in the after-school program, Discovery Club, and for summer camp programming. The estimated in-kind donation value was \$3,180.
2. The Conestoga Recreation & Aquatic Center's Zumba Party to African Rhythms was held on Saturday, February 17 with a total of 38 participants. This event was intended to bring more cultural awareness into the community by demonstrating various styles of African dance with each instructor teaching a unique style of dance to the community.
3. The Cedar Hills Recreation Center hosted their annual Daddy Daughter Dinner Dance, with a twist this year by making it an inclusive Valentine's Dance for all children and their special adult. Seventy-five registered for the event including moms, dads and grandparents. Sweet Tomatoes donated the pasta dinner, salad and cookies and BJ's restaurant donated the lemonade. The dance floor was busy all night with energetic kids and their special dates.

### **Security Operations**

*Mike Janin, Superintendent of Security Operations*

1. Park Patrol recently provided valuable assistance to the Washington County Sheriff's Office after a crime was committed in the Bethany area. A suspect was taken into custody and told police that he had disposed of a weapon in an area that was THPRD property (Bronson Creek Greenway). Park Patrol supplied the detectives and 20 members of the county's Search and Rescue team with three power trimmers that they lacked. The detectives were appreciative, commenting on how Park Patrol's assistance expedited their search.
2. In calendar year 2017, Park Patrol drove 37,600 miles and performed 39,329 security checks of parks and other properties maintained or owned by the district. Staff also contacted 927 suspicious persons, handled 516 suspicious vehicles, and responded to or self-initiated 642 other suspicious situations. Finally, Park Patrol spoke to 2,207 people in parks after hours and responded to 646 calls for assistance from THPRD staff.

## **Sports**

*Keith Watson, Superintendent of Sports*

1. The Tualatin Hills Athletic Center is partnering with the Autism Society of Oregon on a spring celebration at Mountain View Champions Park on March 31. Adaptive recreation and inclusion staff have coordinated with the program steering committee for Mountain View Champions Park to host a spring celebration and egg hunt with the Autism Society of Oregon. Activities are geared toward individuals on the autism spectrum.
2. The LED lighting project at the Babette Horenstein Tennis Center is scheduled for the end of March. The project will retrofit the indoor center and air structures to replace 136 metal halide bulbs with energy efficient LED fixtures. A grant from USTA PNW and Energy Trust of Oregon rebates funded a significant amount of the project.
3. The Tualatin Hills Athletic Center hosted the annual End of Season Tournament for 5<sup>th</sup> grade basketball players on March 3. With the winter sports season coming to an end staff are already preparing for spring season with field permits being issued to our affiliate groups on March 1.

## **Business Services**

*Lori Baker, Chief Financial Officer*

*Nancy Hartman Noye, Human Resources Manager*

*Mark Hokkanen, Risk & Contract Manager*

*Clint Bollinger, Information Services Manager*

*Katherine Stokke, Interim Operations Analysis Manager*

1. Broadband Users Group (commonly referred to as the BUG) has approved the budget for FY 18/19 through a vote which occurred at the BUG monthly Operations Team meeting on February 15. The new budget shows an increase of approximately 5% with additional services being provided in the area of GIS and support. The BUG is considered our Internet Service Provider for our internal production network, but also has direct ties to GIS services for Washington County and surrounding areas.
2. The district's FY 18/19 budget process is under way. The staff work session was held on February 22, and Budget Committee sessions are scheduled for April 17 and May 15. The public hearing is scheduled for June 19.
3. The Energy Team has updated THPRD's Strategic Energy Management action plan for 2018. The team plans to develop standardized facility closing procedures to ensure proper equipment shutdown and lights being turned off. The Operations Analysis department will increase the distribution list of the monthly utilities reports to include center supervisors and maintenance technicians to build awareness and accountability for energy consumption. These and other items support THPRD's energy reduction goal outlined in our energy policy.

# March 2018

| SUNDAY | MONDAY   | TUESDAY                                       | WEDNESDAY   | THURSDAY   | FRIDAY   | SATURDAY   |
|--------|--|---|---|--|--|--|
|        |  |   |   | 1  | 2  | 3<br>Dive-in Movie 5:30pm @ Aloha Swim Ctr   |
| 4      | 5  | 6<br>Board Special Meeting 12pm @ HMT/Dryland | 7   | 8  | 9  | 10<br>Birthday Bash 12:15pm @ Aloha Swim Ctr   |
| 11     | 12<br>Board Work Session 5:30pm, Executive Session 6:30pm, Regular Meeting 7pm @ HMT/Dryland | 13  | 14  | 15<br>St. Patrick's day Celebration 1:30pm @ Elsie Stuhr Ctr | 16<br>Speed Friending 7:30pm @ Garden Home Rec Ctr           | 17<br>Nature Day in the Park @ Greenway Park   |
| 18     | 19   | 20  | 21<br>Nature & Trails and Programs & Events Advisory Committees Mtgs 6:30pm @ Fanno Creek Service Ctr | 22   | 23<br>Underwater Egg Hunt 5:30pm @ Conestoga Rec Aquatic Ctr | 24   |
| 25     | 26   | 27  | 28  | 29   | 30   | 31<br>Spring Egg Hunts:<br>10:30am @ Cedar Hills Rec Ctr<br>11:00am @ Garden Home Rec Ctr<br>Mountain View Champions Park Spring Celebration 12:30pm |

# April 2018

| SUNDAY | MONDAY | TUESDAY  | WEDNESDAY   | THURSDAY | FRIDAY | SATURDAY  |
|--------|--------|--|---|----------|--------|---|
| 1      | 2      | 3  | 4   | 5        | 6      | 7   |
| 8      | 9      | 10<br><b>Board Meeting 7pm<br/>@ HMT/Dryland</b>                         | 11  | 12       | 13     | 14  |
| 15     | 16     | 17<br><b>Budget Committee<br/>Work Session 6pm @<br/>Elsie Stuhr Ctr</b> | 18<br>Joint Advisory<br>Committee Meeting<br>(all committees)<br>6:30pm @ Fanno<br>Creek Service Ctr<br><br>Patron Appreciation<br>Event 5pm @<br>Conestoga Rec Aquatic | 19       | 20     | 21<br>Nature Day in the Park<br>@ Willow Creek<br>Greenway      |
| 22     | 23     | 24   | 25  | 26       | 27     | 28<br>Native Plant Sale<br>10am @ Tualatin Hills<br>Nature Park |
| 29     | 30     |  |   |          |        |   |

# May 2018

| SUNDAY   | MONDAY | TUESDAY  | WEDNESDAY   | THURSDAY | FRIDAY | SATURDAY |
|--|--------|--|---|----------|--------|----------|
|  |        | 1  | 2   | 3        | 4      | 5        |
| 6  | 7      | 8<br>Board Meeting 7pm<br>@ HMT/Dryland                | 9   | 10       | 11     | 12       |
| 13   | 14     | 15<br>Budget Committee<br>Meeting 6pm @<br>HMT/Dryland | 16<br>Nature & Trails<br>Advisory Committee<br>Mtg 6:30pm @ Fanno | 17       | 18     | 19       |
| 20<br>Nature Day in the Park<br>@ Hazeldale Park | 21     | 22   | 23  | 24       | 25     | 26       |
| 27   | 28     | 29   | 30  | 31       |        |          |
|  |        |  |   |          |        |          |

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 1/31/18**

| Description   | Project Budget           |                                  |                                    |                           |                            | Project Expenditures |                       | Estimated Total Costs      |                   |                    | Est. Cost (Over) Under Budget |                    |               |
|---|--------------------------|----------------------------------|------------------------------------|---------------------------|----------------------------|----------------------|-----------------------|----------------------------|-------------------|--------------------|-------------------------------|--------------------|---------------|
|   | Prior Year Budget Amount | Budget Carryover to Current Year | New Funds Budgeted in Current Year | Cumulative Project Budget | Current Year Budget Amount | Expended Prior Years | Expended Year-to-Date | Estimated Cost to Complete | Basis of Estimate | Project Cumulative | Current Year                  | Project Cumulative | Current Year  |
|   | (1)                      | (2)                              | (3)                                | (1+3)                     | (2+3)                      | (4)                  | (5)                   | (6)                        |                   | (4+5+6)            | (5+6)                         |                    |               |
| <b>GENERAL FUND</b>                                     |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |               |
| <b>CAPITAL OUTLAY DIVISION</b>                          |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |               |
| <u>CARRY FORWARD PROJECTS</u>                           |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |               |
| Parking Lot-Hazeldale                                   | 194,414                  | 175,512                          | 135,000                            | 329,414                   | 310,512                    | 22,320               | 3,670                 | 303,424                    | Budget            | 329,414            | 307,094                       | -                  | 3,418         |
| PCC Actuated Tennis Lights                              | 3,300                    | 3,300                            | -                                  | 3,300                     | 3,300                      | -                    | -                     | -                          | Canceled          | -                  | -                             | 3,300              | 3,300         |
| ADA Improvements - Athletic Center                      | 8,000                    | 8,000                            | -                                  | 8,000                     | 8,000                      | 5,991                | 839                   | 1,170                      | Budget            | 8,000              | 2,009                         | -                  | 5,991         |
| Aquatic Center Renovation Phase 2                       | 386,190                  | 386,190                          | 1,300,000                          | 1,686,190                 | 1,686,190                  | 42,875               | 1,180,777             | 544,402                    | Complete          | 1,768,054          | 1,725,179                     | (81,864)           | (38,989)      |
| Raleigh Park Storm Water Management Design              | 40,000                   | 40,000                           | -                                  | 40,000                    | 40,000                     | -                    | 18,351                | 21,649                     | Award             | 40,000             | 40,000                        | -                  | -             |
| Play Equipment - 3 sites                                | 338,000                  | 206,855                          | 8,500                              | 346,500                   | 215,355                    | 265,312              | 101,295               | -                          | Complete          | 366,607            | 101,295                       | (20,107)           | 114,060       |
| Signage Master Plan Implementation - Phase 2            | 40,000                   | 25,839                           | -                                  | 40,000                    | 25,839                     | 20,216               | 1,926                 | 17,858                     | Budget            | 40,000             | 19,784                        | -                  | 6,055         |
| Irrigation Systems Redesign & Reconfiguration (5 sites) | 20,000                   | 14,274                           | -                                  | 20,000                    | 14,274                     | 7,151                | -                     | 12,849                     | Budget            | 20,000             | 12,849                        | -                  | 1,425         |
| Cardio / Weight Equipment                               | 40,000                   | 40,000                           | -                                  | 40,000                    | 40,000                     | -                    | 3,549                 | 36,451                     | Budget            | 40,000             | 40,000                        | -                  | -             |
| Communication Network Switches                          | 80,000                   | 80,000                           | -                                  | 80,000                    | 80,000                     | -                    | -                     | 80,000                     | Budget            | 80,000             | 80,000                        | -                  | -             |
| Outdoor Fitness Equipment                               | 17,062                   | 2,924                            | 13,000                             | 30,062                    | 15,924                     | -                    | 16,208                | 13,854                     | Budget            | 30,062             | 30,062                        | -                  | (14,138)      |
| Drain Replacement - Cedar Hills Recreation Center       | 26,500                   | 26,500                           | -                                  | 26,500                    | 26,500                     | -                    | 2,612                 | 23,888                     | Budget            | 26,500             | 26,500                        | -                  | -             |
| <b>TOTAL CARRYOVER PROJECTS</b>                         | <b>1,193,466</b>         | <b>1,009,394</b>                 | <b>1,456,500</b>                   | <b>2,649,966</b>          | <b>2,465,894</b>           | <b>363,865</b>       | <b>1,329,227</b>      | <b>1,055,545</b>           |                   | <b>2,748,637</b>   | <b>2,384,772</b>              | <b>(98,671)</b>    | <b>81,122</b> |
| <u>ATHLETIC FACILITY REPLACEMENT</u>                    |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |               |
| Skate Park Ramp Conversion                              |                          |                                  | 50,000                             | 50,000                    | 50,000                     | -                    | 36,900                | -                          | Complete          | 36,900             | 36,900                        | 13,100             | 13,100        |
| Tennis Court Resurface (2 sites)                        |                          |                                  | 68,000                             | 68,000                    | 68,000                     | -                    | 43,973                | -                          | Complete          | 43,973             | 43,973                        | 24,027             | 24,027        |
| <b>TOTAL ATHLETIC FACILITY REPLACEMENT</b>              |                          |                                  | <b>118,000</b>                     | <b>118,000</b>            | <b>118,000</b>             | <b>-</b>             | <b>80,873</b>         | <b>-</b>                   |                   | <b>80,873</b>      | <b>80,873</b>                 | <b>37,127</b>      | <b>37,127</b> |
| <u>PARK AND TRAIL REPLACEMENTS</u>                      |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |               |
| Bridges and Boardwalks (6 sites)                        |                          |                                  | 790,000                            | 790,000                   | 790,000                    | -                    | 20,378                | 748,705                    | Budget            | 769,083            | 769,083                       | 20,917             | 20,917        |
| Concrete Sidewalk Repair (7 sites)                      |                          |                                  | 81,831                             | 81,831                    | 81,831                     | -                    | 66,382                | -                          | Complete          | 66,382             | 66,382                        | 15,449             | 15,449        |
| Drinking Fountains (2 sites)                            |                          |                                  | 22,750                             | 22,750                    | 22,750                     | -                    | 21,230                | -                          | Complete          | 21,230             | 21,230                        | 1,520              | 1,520         |
| Irrigation Systems Redesign & Reconfiguration (2 sites) |                          |                                  | 22,800                             | 22,800                    | 22,800                     | -                    | 18,762                | 4,038                      | Award             | 22,800             | 22,800                        | -                  | -             |
| Fencing   |                          |                                  | 15,100                             | 15,100                    | 15,100                     | -                    | 3,385                 | 32,968                     | Award             | 36,353             | 36,353                        | (21,253)           | (21,253)      |
| Landscaping   |                          |                                  | 5,000                              | 5,000                     | 5,000                      | -                    | -                     | 5,000                      | Budget            | 5,000              | 5,000                         | -                  | -             |
| Asphalt Pedestrian Pathways (4 sites)                   |                          |                                  | 70,660                             | 70,660                    | 70,660                     | -                    | 79,257                | -                          | Complete          | 79,257             | 79,257                        | (8,597)            | (8,597)       |
| Play Equipment (2 sites)                                |                          |                                  | 190,000                            | 190,000                   | 190,000                    | -                    | 32,183                | 157,817                    | Award             | 190,000            | 190,000                       | -                  | -             |
| Signage Master Plan Implementation - Phase 3            |                          |                                  | 25,000                             | 25,000                    | 25,000                     | -                    | 5,311                 | 19,689                     | Budget            | 25,000             | 25,000                        | -                  | -             |
| Water Quality Facility                                  |                          |                                  | 35,000                             | 35,000                    | 35,000                     | -                    | 43,927                | -                          | Complete          | 43,927             | 43,927                        | (8,927)            | (8,927)       |
| <b>TOTAL PARK AND TRAIL REPLACEMENTS</b>                |                          |                                  | <b>1,258,141</b>                   | <b>1,258,141</b>          | <b>1,258,141</b>           | <b>-</b>             | <b>290,815</b>        | <b>968,217</b>             |                   | <b>1,259,032</b>   | <b>1,259,032</b>              | <b>(891)</b>       | <b>(891)</b>  |
| <u>PARK AND TRAIL IMPROVEMENTS</u>                      |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |               |
| Memorial Benches  |                          |                                  | 8,000                              | 8,000                     | 8,000                      | -                    | 3,876                 | 4,124                      | Budget            | 8,000              | 8,000                         | -                  | -             |
| ConnectOR/Wa Cty MSTIP-Waterhouse Trail Seg #4          |                          |                                  | 700,000                            | 700,000                   | 700,000                    | -                    | -                     | 700,000                    | Budget            | 700,000            | 700,000                       | -                  | -             |
| LGGP - SW Quadrant Community Park                       |                          |                                  | 268,210                            | 268,210                   | 268,210                    | -                    | 268,210               | -                          | Complete          | 268,210            | 268,210                       | -                  | -             |
| Metro Nature in Neighborhoods                           |                          |                                  | 220,700                            | 220,700                   | 220,700                    | -                    | -                     | 220,700                    | Budget            | 220,700            | 220,700                       | -                  | -             |
| Erosion Control (2 sites)                               |                          |                                  | 10,000                             | 10,000                    | 10,000                     | -                    | 7,386                 | 2,614                      | Budget            | 10,000             | 10,000                        | -                  | -             |
| Bench with Solar-powered charging station               |                          |                                  | 2,425                              | 2,425                     | 2,425                      | -                    | 2,425                 | -                          | Complete          | 2,425              | 2,425                         | -                  | -             |
| Energy Trust of Oregon Rebates                          |                          |                                  | 135,900                            | 135,900                   | 135,900                    | -                    | 259                   | 135,641                    | Budget            | 135,900            | 135,900                       | -                  | -             |
| LGGP - Cedar Hills Park                                 |                          |                                  | 340,156                            | 340,156                   | 340,156                    | -                    | -                     | 340,156                    | Budget            | 340,156            | 340,156                       | -                  | -             |
| <b>TOTAL PARK AND TRAIL IMPROVEMENTS</b>                |                          |                                  | <b>1,685,391</b>                   | <b>1,685,391</b>          | <b>1,685,391</b>           | <b>-</b>             | <b>282,156</b>        | <b>1,403,235</b>           |                   | <b>1,685,391</b>   | <b>1,685,391</b>              | <b>-</b>           | <b>-</b>      |
| <u>CHALLENGE GRANTS</u>                                 |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |               |
| Program Facility Challenge Grants                       |                          |                                  | 75,000                             | 75,000                    | 75,000                     | -                    | 2,922                 | 72,078                     | Budget            | 75,000             | 75,000                        | -                  | -             |
| <b>TOTAL CHALLENGE GRANTS</b>                           |                          |                                  | <b>75,000</b>                      | <b>75,000</b>             | <b>75,000</b>              | <b>-</b>             | <b>2,922</b>          | <b>72,078</b>              |                   | <b>75,000</b>      | <b>75,000</b>                 | <b>-</b>           | <b>-</b>      |
| <u>BUILDING REPLACEMENTS</u>                            |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |               |
| Cardio and Weight Equipment                             |                          |                                  | 80,000                             | 80,000                    | 80,000                     | -                    | -                     | 80,000                     | Budget            | 80,000             | 80,000                        | -                  | -             |
| Babette Horenstein Tennis Center LED Lighting           |                          |                                  | 307,000                            | 307,000                   | 307,000                    | -                    | 127,051               | 179,949                    | Budget            | 307,000            | 307,000                       | -                  | -             |
| Lead Paint Abatement                                    |                          |                                  | 35,000                             | 35,000                    | 35,000                     | -                    | -                     | 35,000                     | Budget            | 35,000             | 35,000                        | -                  | -             |
| Parking Lot Relamp                                      |                          |                                  | 5,000                              | 5,000                     | 5,000                      | -                    | 159                   | 4,841                      | Budget            | 5,000              | 5,000                         | -                  | -             |
| Ceiling Tiles   |                          |                                  | 4,000                              | 4,000                     | 4,000                      | -                    | 3,902                 | -                          | Complete          | 3,902              | 3,902                         | 98                 | 98            |
| Ergonomic Equipment/Fixtures                            |                          |                                  | 6,000                              | 6,000                     | 6,000                      | -                    | -                     | 6,000                      | Budget            | 6,000              | 6,000                         | -                  | -             |
| Wood Floor Refinish                                     |                          |                                  | 1,975                              | 1,975                     | 1,975                      | -                    | -                     | 1,125                      | Award             | 1,125              | 1,125                         | 850                | 850           |
| Locker Room Resurface                                   |                          |                                  | 84,000                             | 84,000                    | 84,000                     | -                    | 80,136                | 4,864                      | Complete          | 85,000             | 85,000                        | (1,000)            | (1,000)       |
| Carpet  |                          |                                  | 10,000                             | 10,000                    | 10,000                     | -                    | -                     | 6,155                      | Award             | 6,155              | 6,155                         | 3,845              | 3,845         |

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 1/31/18**

| Description                                      | Project Budget           |                                  |                                    |                           |                            | Project Expenditures |                       | Estimated Total Costs      |                   |                    |                  | Est. Cost (Over) Under Budget |                |
|--|--------------------------|----------------------------------|------------------------------------|---------------------------|----------------------------|----------------------|-----------------------|----------------------------|-------------------|--------------------|------------------|-------------------------------|----------------|
|  | Prior Year Budget Amount | Budget Carryover to Current Year | New Funds Budgeted in Current Year | Cumulative Project Budget | Current Year Budget Amount | Expended Prior Years | Expended Year-to-Date | Estimated Cost to Complete | Basis of Estimate | Project Cumulative | Current Year     | Project Cumulative            | Current Year   |
|  | (1)                      | (2)                              | (3)                                | (1+3)                     | (2+3)                      | (4)                  | (5)                   | (6)                        |                   | (4+5+6)            | (5+6)            |                               |                |
| Exhaust fans (3 sites)                           |                          |                                  | 28,150                             | 28,150                    | 28,150                     | -                    | 4,860                 | 24,005                     | Award             | 28,865             | 28,865           | (715)                         | (715)          |
| Air Conditioner Units (2 sites)                  |                          |                                  | 18,433                             | 18,433                    | 18,433                     | -                    | 15,888                | -                          | Complete          | 15,888             | 15,888           | 2,545                         | 2,545          |
| Dive Tower Repair                                |                          |                                  | 2,500                              | 2,500                     | 2,500                      | -                    | 2,500                 | -                          | Complete          | 2,500              | 2,500            | -                             | -              |
| Lane Lines                                       |                          |                                  | 1,506                              | 1,506                     | 1,506                      | -                    | -                     | 1,482                      | Award             | 1,482              | 1,482            | 24                            | 24             |
| Outdoor Pool Covers (2 sites)                    |                          |                                  | 12,200                             | 12,200                    | 12,200                     | -                    | 9,892                 | -                          | Complete          | 9,892              | 9,892            | 2,308                         | 2,308          |
| Wading Pool Chemtrol Probe                       |                          |                                  | 1,500                              | 1,500                     | 1,500                      | -                    | 1,281                 | -                          | Complete          | 1,281              | 1,281            | 219                           | 219            |
| Roll Down Door Motor                             |                          |                                  | 4,500                              | 4,500                     | 4,500                      | -                    | 3,795                 | -                          | Complete          | 3,795              | 3,795            | 705                           | 705            |
| Structure Repair - Camp Rivendale                |                          |                                  | 2,000                              | 2,000                     | 2,000                      | -                    | 799                   | -                          | Complete          | 799                | 799              | 1,201                         | 1,201          |
| Shower Facility Repair-RSC                       |                          |                                  | 7,500                              | 7,500                     | 7,500                      | -                    | -                     | -                          | Cancelled         | -                  | -                | 7,500                         | 7,500          |
| Schlottman Roof Replacement                      |                          |                                  | -                                  | -                         | -                          | -                    | 15,800                | -                          | Complete          | 15,800             | 15,800           | (15,800)                      | (15,800)       |
| Beaverton Backwash Valve Repl                    |                          |                                  | -                                  | -                         | -                          | -                    | 2,090                 | -                          | Complete          | 2,090              | 2,090            | (2,090)                       | (2,090)        |
| CRA Leisure Pool Feature Pump                    |                          |                                  | -                                  | -                         | -                          | -                    | 4,426                 | -                          | Complete          | 4,426              | 4,426            | (4,426)                       | (4,426)        |
| CRA Room Divider Track System                    |                          |                                  | -                                  | -                         | -                          | -                    | 2,250                 | -                          | Complete          | 2,250              | 2,250            | (2,250)                       | (2,250)        |
| Carpet replacement-IS Mgr Off                    |                          |                                  | -                                  | -                         | -                          | -                    | 1,000                 | -                          | Complete          | 1,000              | 1,000            | (1,000)                       | (1,000)        |
| Raleigh Pool Deck Drawings                       |                          |                                  | -                                  | -                         | -                          | -                    | -                     | 12,271                     | Award             | 12,271             | 12,271           | (12,271)                      | (12,271)       |
| Emrgcy Furnace Repair CHRC                       |                          |                                  | -                                  | -                         | -                          | -                    | -                     | 2,500                      | Award             | 2,500              | 2,500            | (2,500)                       | (2,500)        |
| 50M LED Lighting                                 |                          |                                  | -                                  | -                         | -                          | -                    | 12,912                | -                          | Complete          | 12,912             | 12,912           | (12,912)                      | (12,912)       |
| 50M Pump Coupling Replacement                    |                          |                                  | -                                  | -                         | -                          | -                    | 2,010                 | -                          | Complete          | 2,010              | 2,010            | (2,010)                       | (2,010)        |
| CHRC Boiler Leak Repair                          |                          |                                  | -                                  | -                         | -                          | -                    | -                     | 6,135                      | Award             | 6,135              | 6,135            | (6,135)                       | (6,135)        |
| GHRC Heating System                              |                          |                                  | -                                  | -                         | -                          | -                    | -                     | 2,143                      | Award             | 2,143              | 2,143            | (2,143)                       | (2,143)        |
| <b>TOTAL BUILDING REPLACEMENTS</b>               |                          |                                  | <b>611,264</b>                     | <b>611,264</b>            | <b>611,264</b>             | <b>-</b>             | <b>290,751</b>        | <b>343,421</b>             |                   | <b>593,684</b>     | <b>593,684</b>   | <b>17,580</b>                 | <b>17,580</b>  |
| <b>BUILDING IMPROVEMENTS</b>                     |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                  |                               |                |
| LED Lighting (Conestoga)                         |                          |                                  | -                                  | -                         | -                          | -                    | -                     | 7,900                      | Award             | 7,900              | 7,900            | (7,900)                       | (7,900)        |
| Fall Protection (5 sites)                        |                          |                                  | 52,155                             | 52,155                    | 52,155                     | -                    | -                     | 49,999                     | Award             | 49,999             | 49,999           | 2,156                         | 2,156          |
| Flooring   |                          |                                  | 2,257                              | 2,257                     | 2,257                      | -                    | 2,728                 | -                          | Complete          | 2,728              | 2,728            | (471)                         | (471)          |
| Office Space Expansion Design                    |                          |                                  | 10,000                             | 10,000                    | 10,000                     | -                    | -                     | 10,000                     | Budget            | 10,000             | 10,000           | -                             | -              |
| Diving Winches (4 sites)                         |                          |                                  | 21,110                             | 21,110                    | 21,110                     | -                    | 4,496                 | 16,614                     | Budget            | 21,110             | 21,110           | -                             | -              |
| Gymnastic Room Windows                           |                          |                                  | 20,000                             | 20,000                    | 20,000                     | -                    | -                     | -                          | Cancelled         | -                  | -                | 20,000                        | 20,000         |
| <b>TOTAL BUILDING IMPROVEMENTS</b>               |                          |                                  | <b>105,522</b>                     | <b>105,522</b>            | <b>105,522</b>             | <b>-</b>             | <b>7,224</b>          | <b>84,513</b>              |                   | <b>91,737</b>      | <b>91,737</b>    | <b>13,785</b>                 | <b>13,785</b>  |
| <b>ADA PROJECTS</b>                              |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                  |                               |                |
| ADA Improvements - Beaverton Swim Center         |                          |                                  | 7,500                              | 7,500                     | 7,500                      | -                    | 4,998                 | -                          | Complete          | 4,998              | 4,998            | 2,502                         | 2,502          |
| ADA Improvements - Fanno Creek Service Center    |                          |                                  | 20,000                             | 20,000                    | 20,000                     | -                    | 27,475                | -                          | Complete          | 27,475             | 27,475           | (7,475)                       | (7,475)        |
| ADA Improvements - Jenkins Estate                |                          |                                  | 2,200                              | 2,200                     | 2,200                      | -                    | 1,734                 | -                          | Complete          | 1,734              | 1,734            | 466                           | 466            |
| ADA Improvements - Elsie Stuhr Center            |                          |                                  | 10,650                             | 10,650                    | 10,650                     | -                    | 10,345                | -                          | Complete          | 10,345             | 10,345           | 305                           | 305            |
| ADA Improvements - Other                         |                          |                                  | 59,650                             | 59,650                    | 59,650                     | -                    | 876                   | 58,774                     | Budget            | 59,650             | 59,650           | -                             | -              |
| <b>TOTAL ADA PROJECTS</b>                        |                          |                                  | <b>100,000</b>                     | <b>100,000</b>            | <b>100,000</b>             | <b>-</b>             | <b>45,428</b>         | <b>58,774</b>              |                   | <b>104,202</b>     | <b>104,202</b>   | <b>(4,202)</b>                | <b>(4,202)</b> |
| <b>TOTAL CAPITAL OUTLAY DIVISION</b>             | <b>1,193,466</b>         | <b>1,009,394</b>                 | <b>5,409,818</b>                   | <b>6,603,284</b>          | <b>6,419,212</b>           | <b>363,865</b>       | <b>2,329,396</b>      | <b>3,985,783</b>           |                   | <b>6,638,556</b>   | <b>6,274,691</b> | <b>(35,272)</b>               | <b>144,521</b> |
| <b>INFORMATION SERVICES DEPARTMENT</b>           |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                  |                               |                |
| <b>INFORMATION TECHNOLOGY REPLACEMENTS</b>       |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                  |                               |                |
| Desktops   |                          |                                  | 67,000                             | 67,000                    | 67,000                     | -                    | 26,428                | 40,572                     | Budget            | 67,000             | 67,000           | -                             | -              |
| Servers  |                          |                                  | 37,000                             | 37,000                    | 37,000                     | -                    | 22,160                | 14,840                     | Budget            | 37,000             | 37,000           | -                             | -              |
| LAN/WAN  |                          |                                  | 5,000                              | 5,000                     | 5,000                      | -                    | -                     | 5,000                      | Budget            | 5,000              | 5,000            | -                             | -              |
| Desktop Printers                                 |                          |                                  | 5,000                              | 5,000                     | 5,000                      | -                    | 650                   | 4,350                      | Budget            | 5,000              | 5,000            | -                             | -              |
| Phone  |                          |                                  | 30,000                             | 30,000                    | 30,000                     | -                    | 279                   | 29,721                     | Budget            | 30,000             | 30,000           | -                             | -              |
| <b>TOTAL INFORMATION TECHNOLOGY REPLACEMENTS</b> |                          |                                  | <b>144,000</b>                     | <b>144,000</b>            | <b>144,000</b>             | <b>-</b>             | <b>49,517</b>         | <b>94,483</b>              |                   | <b>144,000</b>     | <b>144,000</b>   | <b>-</b>                      | <b>-</b>       |

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 1/31/18**

| Description  | Project Budget           |                                  |                                    |                           |                            | Project Expenditures |                       | Estimated Total Costs      |                   |                    | Est. Cost (Over) Under Budget |                    |                |
|--|--------------------------|----------------------------------|------------------------------------|---------------------------|----------------------------|----------------------|-----------------------|----------------------------|-------------------|--------------------|-------------------------------|--------------------|----------------|
|  | Prior Year Budget Amount | Budget Carryover to Current Year | New Funds Budgeted in Current Year | Cumulative Project Budget | Current Year Budget Amount | Expended Prior Years | Expended Year-to-Date | Estimated Cost to Complete | Basis of Estimate | Project Cumulative | Current Year                  | Project Cumulative | Current Year   |
|  | (1)                      | (2)                              | (3)                                | (1+3)                     | (2+3)                      | (4)                  | (5)                   | (6)                        |                   | (4+5+6)            | (5+6)                         |                    |                |
| <b>INFORMATION TECHNOLOGY IMPROVEMENTS</b>         |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| Translation Software                               |                          |                                  | 2,474                              | 2,474                     | 2,474                      | -                    | -                     | 2,474                      | Budget            | 2,474              | 2,474                         | -                  | -              |
| Configuration Management Software                  |                          |                                  | 75,000                             | 75,000                    | 75,000                     | -                    | -                     | 75,000                     | Budget            | 75,000             | 75,000                        | -                  | -              |
| Time Clock   |                          |                                  | 3,750                              | 3,750                     | 3,750                      | -                    | -                     | 3,750                      | Budget            | 3,750              | 3,750                         | -                  | -              |
| Computers (3)                                      |                          |                                  | 11,000                             | 11,000                    | 11,000                     | -                    | -                     | 11,000                     | Budget            | 11,000             | 11,000                        | -                  | -              |
| Color Copier (Harman)                              |                          |                                  | 500                                | 500                       | 500                        | -                    | -                     | 500                        | Budget            | 500                | 500                           | -                  | -              |
| Folder / Sorter                                    |                          |                                  | 12,000                             | 12,000                    | 12,000                     | -                    | -                     | 12,000                     | Budget            | 12,000             | 12,000                        | -                  | -              |
| Financial Software                                 |                          |                                  | 436,800                            | 436,800                   | 436,800                    | -                    | -                     | 436,800                    | Budget            | 436,800            | 436,800                       | -                  | -              |
| <b>TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS</b>   |                          |                                  | <b>541,524</b>                     | <b>541,524</b>            | <b>541,524</b>             | -                    | -                     | <b>541,524</b>             |                   | <b>541,524</b>     | <b>541,524</b>                | -                  | -              |
| <b>TOTAL INFORMATION SYSTEMS DEPARTMENT</b>        | -                        | -                                | <b>685,524</b>                     | <b>685,524</b>            | <b>685,524</b>             | -                    | <b>49,517</b>         | 636,007                    |                   | <b>685,524</b>     | <b>685,524</b>                | -                  | -              |
| <b>MAINTENANCE DEPARTMENT</b>                      |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| <b>FLEET REPLACEMENTS</b>                          |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| High-production mowers                             |                          |                                  | 210,000                            | 210,000                   | 210,000                    | -                    | 200,032               | -                          | Complete          | 200,032            | 200,032                       | 9,968              | 9,968          |
| 72" Mowers   |                          |                                  | 42,900                             | 42,900                    | 42,900                     | -                    | 42,906                | -                          | Complete          | 42,906             | 42,906                        | (6)                | (6)            |
| 52" Mowers   |                          |                                  | 24,300                             | 24,300                    | 24,300                     | -                    | 24,021                | -                          | Complete          | 24,021             | 24,021                        | 279                | 279            |
| FCSC Trash Compactor                               |                          |                                  | 34,000                             | 34,000                    | 34,000                     | -                    | 29,904                | -                          | Complete          | 29,904             | 29,904                        | 4,096              | 4,096          |
| 2.5 ton Axle Trailers                              |                          |                                  | 10,500                             | 10,500                    | 10,500                     | -                    | -                     | 11,340                     | Award             | 11,340             | 11,340                        | (840)              | (840)          |
| High-pressure Parts Washer                         |                          |                                  | 10,500                             | 10,500                    | 10,500                     | -                    | -                     | 9,966                      | Award             | 9,966              | 9,966                         | 534                | 534            |
| Aerial Lift Truck                                  |                          |                                  | 50,000                             | 50,000                    | 50,000                     | -                    | 59,935                | -                          | Complete          | 59,935             | 59,935                        | (9,935)            | (9,935)        |
| Die-cut Label Maker                                |                          |                                  | 2,500                              | 2,500                     | 2,500                      | -                    | 1,508                 | -                          | Complete          | 1,508              | 1,508                         | 992                | 992            |
| Park Patrol Vehicle #3352                          |                          |                                  | 35,000                             | 35,000                    | 35,000                     | -                    | 35,421                | -                          | Complete          | 35,421             | 35,421                        | (421)              | (421)          |
| <b>TOTAL FLEET REPLACEMENTS</b>                    |                          |                                  | <b>419,700</b>                     | <b>419,700</b>            | <b>419,700</b>             | -                    | <b>393,727</b>        | 21,306                     |                   | <b>415,033</b>     | <b>415,033</b>                | <b>4,667</b>       | <b>4,667</b>   |
| <b>FLEET IMPROVEMENTS</b>                          |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| Vehicle Wraps                                      |                          |                                  | 14,000                             | 14,000                    | 14,000                     | -                    | -                     | 14,000                     | Budget            | 14,000             | 14,000                        | -                  | -              |
| Minibus  |                          |                                  | 52,000                             | 52,000                    | 52,000                     | -                    | 56,800                | -                          | Complete          | 56,800             | 56,800                        | (4,800)            | (4,800)        |
|  |                          |                                  | 66,000                             | 66,000                    | 66,000                     | -                    | 56,800                | 14,000                     |                   | 70,800             | 70,800                        | (4,800)            | (4,800)        |
| <b>BUILDING MAINTENANCE EQUIPMENT REPLACEMENTS</b> |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| <b>BUILDING MAINTENANCE IMPROVEMENTS</b>           |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| Pool Vacuum Robot                                  |                          |                                  | 6,000                              | 6,000                     | 6,000                      | -                    | 4,655                 | -                          | Complete          | 4,655              | 4,655                         | 1,345              | 1,345          |
| <b>TOTAL BUILDING MAINT IMPROVEMENTS</b>           |                          |                                  | <b>6,000</b>                       | <b>6,000</b>              | <b>6,000</b>               | -                    | <b>4,655</b>          | -                          |                   | <b>4,655</b>       | <b>4,655</b>                  | <b>1,345</b>       | <b>1,345</b>   |
| <b>TOTAL MAINTENANCE DEPARTMENT</b>                | -                        | -                                | <b>491,700</b>                     | <b>491,700</b>            | <b>491,700</b>             | -                    | <b>455,182</b>        | 35,306                     |                   | <b>490,488</b>     | <b>490,488</b>                | <b>1,212</b>       | <b>1,212</b>   |
| <b>GRAND TOTAL GENERAL FUND</b>                    | <b>1,193,466</b>         | <b>1,009,394</b>                 | <b>6,587,042</b>                   | <b>7,780,508</b>          | <b>7,596,436</b>           | <b>363,865</b>       | <b>2,834,095</b>      | 4,657,096                  |                   | <b>7,814,568</b>   | <b>7,450,703</b>              | <b>(34,060)</b>    | <b>145,733</b> |
| <b>SDC FUND</b>                                    |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| <b>LAND ACQUISITION</b>                            |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| Land Acq - N. Bethany Comm Pk                      |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| Other  |                          |                                  |                                    |                           |                            |                      | 1,170                 |                            |                   |                    |                               |                    |                |
| Subtotal Land Acq-N Bethany Comm Pk                | 695,600                  | 695,600                          | 804,400                            | 1,500,000                 | 1,500,000                  | -                    | 1,170                 | 1,498,830                  | Budget            | 1,500,000          | 1,500,000                     | -                  | -              |
| Land Acq - N. Bethany Nghbd Pk                     |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| Abbey Creek / Noyes Estates                        |                          |                                  |                                    |                           |                            |                      | 1,613,480             |                            |                   |                    |                               |                    |                |
| Other  |                          |                                  |                                    |                           |                            |                      | 4,579                 |                            |                   |                    |                               |                    |                |
| Subtotal Land Acq-N. Bethany Nghbd Pk              | -                        | -                                | 2,000,000                          | 2,000,000                 | 2,000,000                  | -                    | 1,618,059             | 381,941                    | Budget            | 2,000,000          | 2,000,000                     | -                  | -              |
| Land Acq - N Bethany Trails                        |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| Noyes Est / Abbey Crk Highland Tr                  |                          |                                  |                                    |                           |                            |                      | 350,481               |                            |                   |                    |                               |                    |                |
| Other  |                          |                                  |                                    |                           |                            |                      | 5,973                 |                            |                   |                    |                               |                    |                |
| Subtotal Land Acq-N Bethany Trails                 | 386,000                  | 386,000                          | 904,000                            | 1,290,000                 | 1,290,000                  | -                    | 356,454               | 933,546                    | Budget            | 1,290,000          | 1,290,000                     | -                  | -              |

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 1/31/18**

| Description   | Project Budget           |                                  |                                    |                           |                            | Project Expenditures |                       | Estimated Total Costs      |                   |                    | Est. Cost (Over) Under Budget |                    |                  |
|---|--------------------------|----------------------------------|------------------------------------|---------------------------|----------------------------|----------------------|-----------------------|----------------------------|-------------------|--------------------|-------------------------------|--------------------|------------------|
|   | Prior Year Budget Amount | Budget Carryover to Current Year | New Funds Budgeted in Current Year | Cumulative Project Budget | Current Year Budget Amount | Expended Prior Years | Expended Year-to-Date | Estimated Cost to Complete | Basis of Estimate | Project Cumulative | Current Year                  | Project Cumulative | Current Year     |
|   | (1)                      | (2)                              | (3)                                | (1+3)                     | (2+3)                      | (4)                  | (5)                   | (6)                        |                   | (4+5+6)            | (5+6)                         |                    |                  |
| Land Acquisition (FY16)                               |                          |                                  |                                    |                           |                            |                      | 3,900                 |                            |                   |                    |                               |                    |                  |
| Land Acq - Bonny Slope W Nhd Pk-Other                 |                          |                                  |                                    |                           |                            |                      | (8,334)               |                            |                   |                    |                               |                    |                  |
| Land Acq - Pointer Road Park                          |                          |                                  |                                    |                           |                            |                      | 65,717                |                            |                   |                    |                               |                    |                  |
| Land Acq - SW Comm Pk-Strasburg                       |                          |                                  |                                    |                           |                            |                      | -                     |                            |                   |                    |                               |                    |                  |
| Land Acq - Commonwealth Lake-Sharp                    |                          |                                  |                                    |                           |                            |                      | -                     |                            |                   |                    |                               |                    |                  |
| Land Acq - Farmington Quarry                          |                          |                                  |                                    |                           |                            |                      | -                     |                            |                   |                    |                               |                    |                  |
| Land Acq - Crowell Woods                              |                          |                                  |                                    |                           |                            |                      | 56,701                |                            |                   |                    |                               |                    |                  |
| Land Acq - Roxbury Park Trail Reloc                   |                          |                                  |                                    |                           |                            |                      | 136                   |                            |                   |                    |                               |                    |                  |
| BH Highway Center Site                                |                          |                                  |                                    |                           |                            |                      | 761                   |                            |                   |                    |                               |                    |                  |
| Land Acq - Other (Demo, etc)                          |                          |                                  |                                    |                           |                            |                      | 10,804                |                            |                   |                    |                               |                    |                  |
| Subtotal Land Acq-General                             | 1,984,000                | 1,984,000                        |                                    | 1,984,000                 | 1,984,000                  | -                    | 129,685               | 1,854,315                  | Budget            | 1,984,000          | 1,984,000                     | -                  | -                |
| Land Acq - S Cooper Mtn Trail                         | -                        | -                                | 500,000                            | 500,000                   | 500,000                    | -                    | 137                   | 499,863                    | Budget            | 500,000            | 500,000                       | -                  | -                |
| Land Acq - S Cooper Mtn Nat Ar                        | 400,000                  | 400,000                          | -                                  | 400,000                   | 400,000                    | -                    | -                     | 400,000                    | Budget            | 400,000            | 400,000                       | -                  | -                |
| Land Acq - Neighborhood Parks - S Cooper Mtn          | -                        | -                                | 500,000                            | 500,000                   | 500,000                    | -                    | 483                   | 499,517                    | Budget            | 500,000            | 500,000                       | -                  | -                |
| Land Acq - Neighborhood Parks - Infill Areas          | -                        | -                                | 500,000                            | 500,000                   | 500,000                    | -                    | -                     | 500,000                    | Budget            | 500,000            | 500,000                       | -                  | -                |
| TOTAL LAND ACQUISITION                                | 3,465,600                | 3,465,600                        | 5,208,400                          | 8,674,000                 | 8,674,000                  | -                    | 2,105,988             | 6,568,012                  |                   | 8,674,000          | 8,674,000                     | -                  | -                |
| <b>DEVELOPMENT/IMPROVEMENT PROJECTS</b>               |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                  |
| Bonny Slope / BSD Trail Development                   | 500,000                  | 500,000                          | -                                  | 500,000                   | 500,000                    | -                    | 40,100                | 459,900                    | Budget            | 500,000            | 500,000                       | -                  | -                |
| MTIP Grant Match - Westside Trail #18                 | 210,500                  | 107,000                          | 860,000                            | 1,070,500                 | 967,000                    | 970,183              | 42,743                | 192,056                    | Award             | 1,204,982          | 234,799                       | (134,482)          | 732,201          |
| Bethany Creek Falls Phases 1, 2 & 3 - Proj Management | 110,000                  | 40,000                           | -                                  | 110,000                   | 40,000                     | 67,946               | 29,615                | 12,439                     | Award             | 110,000            | 42,054                        | -                  | (2,054)          |
| S Cooper Mtn Park and Trail Development - Prog Mgmt   | -                        | -                                | 50,000                             | 50,000                    | 50,000                     | 3,893                | -                     | 46,107                     | Budget            | 50,000             | 46,107                        | -                  | 3,893            |
| NW Quadrant Neighborhood Park Master Plan & Design    | 200,000                  | 195,000                          | -                                  | 200,000                   | 195,000                    | -                    | 16,573                | 178,427                    | Budget            | 195,000            | 195,000                       | 5,000              | -                |
| New Neighborhood Park Development                     | 1,500,000                | 1,499,000                        | -                                  | 1,500,000                 | 1,499,000                  | -                    | 130,141               | 1,368,859                  | Budget            | 1,499,000          | 1,499,000                     | 1,000              | -                |
| SW Quad Community Center - Site Feasibility Analysis  | 80,000                   | 80,000                           | -                                  | 80,000                    | 80,000                     | -                    | 22,742                | 57,258                     | Budget            | 80,000             | 80,000                        | -                  | -                |
| Natural Area Master Plan                              | 100,000                  | 100,000                          | -                                  | 100,000                   | 100,000                    | -                    | -                     | 100,000                    | Budget            | 100,000            | 100,000                       | -                  | -                |
| Building Expansion (TBD)                              | 1,000,000                | 995,000                          | -                                  | 1,000,000                 | 995,000                    | -                    | -                     | 995,000                    | Budget            | 995,000            | 995,000                       | 5,000              | -                |
| Deck Expansion (Aquatic Center)                       | 150,000                  | 150,000                          | -                                  | 150,000                   | 150,000                    | -                    | 150,000               | -                          | Complete          | 150,000            | 150,000                       | -                  | -                |
| New Synthetic turf field- Conestoga Middle School     | 1,255,000                | 50,000                           | -                                  | 1,255,000                 | 50,000                     | 916,158              | -                     | 10,000                     | Complete          | 926,158            | 10,000                        | 328,842            | 40,000           |
| MTIP Beaverton Creek Trail Master Plan Phase          | 115,000                  | 26,000                           | -                                  | 115,000                   | 26,000                     | 12,688               | 7,902                 | 94,410                     | Budget            | 115,000            | 102,312                       | -                  | (76,312)         |
| MTIP Beaverton Creek Trail Land Acquisition ROW phase | 250,000                  | 247,000                          | -                                  | 250,000                   | 247,000                    | -                    | 175                   | 246,825                    | Budget            | 247,000            | 247,000                       | 3,000              | -                |
| NW Quadrant New Neighborhood Park Development         | -                        | -                                | 1,925,000                          | 1,925,000                 | 1,925,000                  | -                    | -                     | 1,925,000                  | Budget            | 1,925,000          | 1,925,000                     | -                  | -                |
| N Bethany Park & Trail - project management           | 215,000                  | 141,000                          | -                                  | 215,000                   | 141,000                    | 12,924               | 19,457                | 182,619                    | Budget            | 215,000            | 202,076                       | -                  | (61,076)         |
| SW Quadrant Community Park                            | 2,600,000                | 2,250,000                        | -                                  | 2,600,000                 | 2,250,000                  | 1,619,949            | 971,744               | 8,307                      | Complete          | 2,600,000          | 980,051                       | -                  | 1,269,949        |
| Connect OR Grant Match - Waterhouse Trail, Segment 4  | 300,000                  | 300,000                          | -                                  | 300,000                   | 300,000                    | -                    | 62,713                | 237,287                    | Budget            | 300,000            | 300,000                       | -                  | -                |
| SW Quadrant Neighborhood Park Master Plan & Design    | 200,000                  | 200,000                          | -                                  | 200,000                   | 200,000                    | -                    | 3,227                 | 277,249                    | Award             | 280,476            | 280,476                       | (80,476)           | (80,476)         |
| Cedar Mill Creek Comm Trail Seg #4 Master Plan & Des  | 250,000                  | 250,000                          | -                                  | 250,000                   | 250,000                    | -                    | -                     | 250,000                    | Budget            | 250,000            | 250,000                       | -                  | -                |
| Bethany Creek Trail #2, Segment #3 - Design & Devel   | -                        | -                                | 1,100,000                          | 1,100,000                 | 1,100,000                  | -                    | 6,141                 | 1,093,859                  | Budget            | 1,100,000          | 1,100,000                     | -                  | -                |
| Undesignated projects                                 | -                        | -                                | 2,376,685                          | 2,376,685                 | 2,376,685                  | -                    | -                     | 2,376,685                  | Budget            | 2,376,685          | 2,376,685                     | -                  | -                |
| TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS                | 9,035,500                | 7,130,000                        | 6,311,685                          | 15,347,185                | 13,441,685                 | 3,603,741            | 1,503,273             | 10,112,287                 |                   | 15,219,301         | 11,615,560                    | 127,884            | 1,826,125        |
| <b>GRAND TOTAL SDC FUND</b>                           | <b>12,501,100</b>        | <b>10,595,600</b>                | <b>11,520,085</b>                  | <b>24,021,185</b>         | <b>22,115,685</b>          | <b>3,603,741</b>     | <b>3,609,261</b>      | <b>16,680,299</b>          |                   | <b>23,893,301</b>  | <b>20,289,560</b>             | <b>127,884</b>     | <b>1,826,125</b> |

**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 1/31/18**

| Quad-<br>rant   | Project<br>Code   | Description   | Project Budget            |                  |   | Project Expenditures    |                          |                           | Estimated Cost<br>to Complete | Basis of<br>Estimate<br>(Completed<br>Phase) | Project<br>Cumulative Cost | Variance<br>Est. Cost (Over)<br>Under Budget | Percent of<br>Variance<br>Total Cost<br>Variance to<br>Budget | Cost Expended<br>to Budget | Cost<br>Expended<br>to Total Cost |     |           |              |            |           |         |
|---|---|---|---------------------------|------------------|---|-------------------------|--------------------------|---------------------------|-------------------------------|--|----------------------------|--|---|----------------------------|-----------------------------------|-----|-----------|--------------|------------|-----------|---------|
|   |   |   | Initial<br>Project Budget | Adjustments      | Current Total<br>Project Budget<br>FY 17/18 | Expended<br>Prior Years | Expended<br>Year-to-Date | Total Expended<br>to Date |                               |  |                            |  |   |                            |                                   | (7) | (6+7)=(9) | (3-9) = (10) | (10) / (3) | (6) / (3) | (6)/(9) |
|   |   |   | (1)                       | (2)              | (1+2)=(3)                                   | (4)                     | (5)                      | (4+5)=(6)                 |                               |  |                            |  |   |                            |                                   | (7) | (6+7)=(9) | (3-9) = (10) | (10) / (3) | (6) / (3) | (6)/(9) |
| <b>BOND CAPITAL PROJECTS FUND</b>                         |   |   |                           |                  |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |           |              |            |           |         |
| <b><u>New Neighborhood Parks Development</u></b>          |   |   |                           |                  |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |           |              |            |           |         |
| SE  | 91-901  | AM Kennedy Park & Athletic Field  | 1,285,250                 | 50,704           | 1,335,954                                   | 1,686,530               | -                        | 1,686,530                 | -                             | Complete                                     | 1,686,530                  | (350,576)                                    | -26.2%  | 126.2%                     | 100.0%                            |     |           |              |            |           |         |
| SW  | 91-902  | Barsotti Park & Athletic Field  | 1,285,250                 | 27,556           | 1,312,806                                   | 1,258,105               | -                        | 1,258,105                 | -                             | Complete                                     | 1,258,105                  | 54,701                                       | 4.2%  | 95.8%                      | 100.0%                            |     |           |              |            |           |         |
| NW  | 91-903  | Hansen Ridge Park (formerly Kaiser Ridge)                               | 771,150                   | 16,338           | 787,488                                     | 753,743                 | -                        | 753,743                   | -                             | Complete                                     | 753,743                    | 33,745                                       | 4.3%  | 95.7%                      | 100.0%                            |     |           |              |            |           |         |
| SW  | 91-904  | Roy Dancer Park   | 771,150                   | 16,657           | 787,807                                     | 651,272                 | -                        | 651,272                   | -                             | Complete                                     | 651,272                    | 136,535                                      | 17.3%   | 82.7%                      | 100.0%                            |     |           |              |            |           |         |
| NE  | 91-905  | Roger Tilbury Park  | 771,150                   | 19,713           | 790,863                                     | 888,218                 | -                        | 888,218                   | -                             | Complete                                     | 888,218                    | (97,355)                                     | -12.3%  | 112.3%                     | 100.0%                            |     |           |              |            |           |         |
| <b>Total New Neighborhood Parks Development</b>           |   |   | <b>4,883,950</b>          | <b>130,968</b>   | <b>5,014,918</b>                            | <b>5,237,868</b>        | <b>-</b>                 | <b>5,237,868</b>          | <b>-</b>                      |  | <b>5,237,868</b>           | <b>(222,950)</b>                             | <b>-4.4%</b>  | <b>104.4%</b>              | <b>100.0%</b>                     |     |           |              |            |           |         |
| UND   | Authorized Use of Savings from Bond Issuance Administration Category                              |   | -                         | 222,950          | 222,950                                     | -                       | -                        | -                         | N/A                           | -  | -                          | 222,950                                      | n/a   | n/a                        | n/a                               |     |           |              |            |           |         |
| <b>Total New Neighborhood Parks Development</b>           |   |   | <b>4,883,950</b>          | <b>353,918</b>   | <b>5,237,868</b>                            | <b>5,237,868</b>        | <b>-</b>                 | <b>5,237,868</b>          | <b>-</b>                      |  | <b>5,237,868</b>           | <b>-</b>                                     | <b>0.0%</b>   | <b>100.0%</b>              | <b>100.0%</b>                     |     |           |              |            |           |         |
| <b><u>Renovate &amp; Redevelop Neighborhood Parks</u></b> |   |   |                           |                  |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |           |              |            |           |         |
| NE  | 91-906  | Cedar Mill Park, Trail & Athletic Fields                                | 1,125,879                 | 29,756           | 1,155,635                                   | 993,843                 | -                        | 993,843                   | -                             | Complete                                     | 993,843                    | 161,792                                      | 14.0%   | 86.0%                      | 100.0%                            |     |           |              |            |           |         |
| SE  | 91-907  | Camille Park  | 514,100                   | 28,634           | 542,734                                     | 585,471                 | -                        | 585,471                   | -                             | Complete                                     | 585,471                    | (42,737)                                     | -7.9%   | 107.9%                     | 100.0%                            |     |           |              |            |           |         |
| NW  | 91-908  | Somerset West Park  | 1,028,200                 | 54,944           | 1,083,144                                   | 207,682                 | 57,731                   | 265,413                   | 2,021,992                     | Design                                       | 2,287,405                  | (1,204,261)                                  | -111.2%   | 24.5%                      | 11.6%                             |     |           |              |            |           |         |
| NW  | 91-909  | Pioneer Park and Bridge Replacement                                     | 544,934                   | 21,278           | 566,212                                     | 533,358                 | -                        | 533,358                   | -                             | Complete                                     | 533,358                    | 32,854                                       | 5.8%  | 94.2%                      | 100.0%                            |     |           |              |            |           |         |
| SE  | 91-910  | Vista Brook Park  | 514,100                   | 20,504           | 534,604                                     | 733,500                 | -                        | 733,500                   | -                             | Complete                                     | 733,500                    | (198,896)                                    | -37.2%  | 137.2%                     | 100.0%                            |     |           |              |            |           |         |
| <b>Total Renovate &amp; Redevelop Neighborhood Parks</b>  |   |   | <b>3,727,213</b>          | <b>155,116</b>   | <b>3,882,329</b>                            | <b>3,053,854</b>        | <b>57,731</b>            | <b>3,111,585</b>          | <b>2,021,992</b>              |  | <b>5,133,577</b>           | <b>(1,251,248)</b>                           | <b>-32.2%</b>   | <b>80.1%</b>               | <b>60.6%</b>                      |     |           |              |            |           |         |
| <b><u>New Neighborhood Parks Land Acquisition</u></b>     |   |   |                           |                  |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |           |              |            |           |         |
| NW  | 98-880-a  | New Neighborhood Park - NW Quadrant (Biles)                             | 1,500,000                 | 28,554           | 1,528,554                                   | 1,041,404               | -                        | 1,041,404                 | -                             | Complete                                     | 1,041,404                  | 487,150                                      | 31.9%   | 68.1%                      | 100.0%                            |     |           |              |            |           |         |
| NW  | 98-880-b  | New Neighborhood Park - NW Quadrant (Living Hope)                       | -                         | -                | -   | 1,067,724               | -                        | 1,067,724                 | -                             | Complete                                     | 1,067,724                  | (1,067,724)                                  | -100.0%   | n/a                        | 100.0%                            |     |           |              |            |           |         |
| NW  | 98-880-c  | New Neighborhood Park - NW Quadrant (Mitchell)                          | -                         | -                | -   | 793,396                 | -                        | 793,396                   | -                             | Complete                                     | 793,396                    | (793,396)                                    | -100.0%   | n/a                        | 100.0%                            |     |           |              |            |           |         |
| NW  | 98-880-d  | New Neighborhood Park - NW Quadrant (PGE)                               | -                         | -                | -   | 62,712                  | -                        | 62,712                    | -                             | Complete                                     | 62,712                     | (62,712)                                     | -100.0%   | n/a                        | 100.0%                            |     |           |              |            |           |         |
| NE  | 98-745-a  | New Neighborhood Park - NE Quadrant (Wilson)                            | 1,500,000                 | 27,968           | 1,527,968                                   | 529,294                 | -                        | 529,294                   | -                             | Complete                                     | 529,294                    | 998,674                                      | 65.4%   | 34.6%                      | 100.0%                            |     |           |              |            |           |         |
| NE  | 98-745-b  | New Neighborhood Park - NE Quadrant (Lehman - formerly undesignated)    | 1,500,000                 | 32,103           | 1,532,103                                   | 2,119,940               | -                        | 2,119,940                 | -                             | Complete                                     | 2,119,940                  | (587,837)                                    | -38.4%  | 138.4%                     | 100.0%                            |     |           |              |            |           |         |
| SW  | 98-746-a  | New Neighborhood Park - SW Quadrant (Sterling Savings)                  | 1,500,000                 | 24,918           | 1,524,918                                   | 1,058,925               | -                        | 1,058,925                 | -                             | Complete                                     | 1,058,925                  | 465,993                                      | 30.6%   | 69.4%                      | 100.0%                            |     |           |              |            |           |         |
| SW  | 98-746-b  | New Neighborhood Park - SW Quadrant (Altishin)                          | -                         | -                | -   | 551,696                 | -                        | 551,696                   | -                             | Complete                                     | 551,696                    | (551,696)                                    | -100.0%   | n/a                        | 100.0%                            |     |           |              |            |           |         |
| SW  | 98-746-c  | New Neighborhood Park - SW Quadrant (Hung easement for Roy Dancer Park) | -                         | -                | -   | 60,006                  | -                        | 60,006                    | -                             | Complete                                     | 60,006                     | (60,006)                                     | -100.0%   | n/a                        | 100.0%                            |     |           |              |            |           |         |
| SE  | 98-747  | New Neighborhood Park - SE Quadrant (Cobb)                              | 1,500,000                 | 15,547           | 1,515,547                                   | 2,609,880               | -                        | 2,609,880                 | -                             | Complete                                     | 2,609,880                  | (1,094,333)                                  | -72.2%  | 172.2%                     | 100.0%                            |     |           |              |            |           |         |
| NW  | 98-748  | New Neighborhood Park (North Bethany) (McGettigan)                      | 1,500,000                 | 23,667           | 1,523,667                                   | 1,629,763               | -                        | 1,629,763                 | -                             | Complete                                     | 1,629,763                  | (106,096)                                    | -7.0%   | 107.0%                     | 100.0%                            |     |           |              |            |           |         |
| UND   | 98-749  | New Neighborhood Park - Undesignated                                    | -                         | 1,363            | 1,363                                       | -                       | -                        | -                         | -                             | Reallocated                                  | -                          | 1,363  | -100.0%   | n/a                        | 0.0%                              |     |           |              |            |           |         |
| <b>Sub-total New Neighborhood Parks</b>                   |   |   | <b>9,000,000</b>          | <b>154,120</b>   | <b>9,154,120</b>                            | <b>11,524,740</b>       | <b>-</b>                 | <b>11,524,740</b>         | <b>-</b>                      |  | <b>11,524,740</b>          | <b>(2,370,620)</b>                           | <b>-25.9%</b>   | <b>125.9%</b>              | <b>100.0%</b>                     |     |           |              |            |           |         |
| UND   | Authorized Use of Savings from New Community Park Land Acquisition Category                       |   | -                         | 1,655,521        | 1,655,521                                   | -                       | -                        | -                         | N/A                           | -  | -                          | 1,655,521                                    | n/a   | n/a                        | n/a                               |     |           |              |            |           |         |
| UND   | Authorized Use of Savings from Community Center / Community Park Land Acquisition Category        |   | -                         | 715,099          | 715,099                                     | -                       | -                        | -                         | N/A                           | -  | -                          | 715,099                                      | n/a   | n/a                        | n/a                               |     |           |              |            |           |         |
| <b>Total New Neighborhood Parks</b>                       |   |   | <b>9,000,000</b>          | <b>2,524,740</b> | <b>11,524,740</b>                           | <b>11,524,740</b>       | <b>-</b>                 | <b>11,524,740</b>         | <b>-</b>                      |  | <b>11,524,740</b>          | <b>-</b>                                     | <b>0.0%</b>   | <b>100.0%</b>              | <b>100.0%</b>                     |     |           |              |            |           |         |
| <b><u>New Community Park Development</u></b>              |   |   |                           |                  |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |           |              |            |           |         |
| SW  | 92-915  | SW Quad Community Park & Athletic Field                                 | 7,711,500                 | 343,963          | 8,055,463                                   | 10,020,918              | 508,823                  | 10,529,741                | -                             | Complete                                     | 10,474,125                 | (2,418,662)                                  | -30.0%  | 130.7%                     | 100.5%                            |     |           |              |            |           |         |
| <b>Sub-total New Community Park Development</b>           |   |   | <b>7,711,500</b>          | <b>343,963</b>   | <b>8,055,463</b>                            | <b>10,020,918</b>       | <b>508,823</b>           | <b>10,529,741</b>         | <b>-</b>                      |  | <b>10,474,125</b>          | <b>(2,418,662)</b>                           | <b>-30.0%</b>   | <b>130.7%</b>              | <b>100.5%</b>                     |     |           |              |            |           |         |
| UND   | Authorized use of savings from Bond Facility Rehabilitation category                              |   | -                         | 1,300,000        | 1,300,000                                   | -                       | -                        | -                         | N/A                           | -  | -                          | 1,300,000                                    | n/a   | n/a                        | n/a                               |     |           |              |            |           |         |
| UND   | Authorized use of savings from Bond Administration (Issuance) category                            |   | -                         | 1,400,000        | 1,400,000                                   | -                       | -                        | -                         | N/A                           | -  | -                          | 1,400,000                                    | n/a   | n/a                        | n/a                               |     |           |              |            |           |         |
| UND   | Outside Funding from Washington County / Metro Transferred from Community Center Land Acquisition |   | -                         | 384,251          | 384,251                                     | -                       | -                        | -                         | N/A                           | -  | -                          | 384,251                                      | n/a   | n/a                        | n/a                               |     |           |              |            |           |         |
| <b>Total New Community Park Development</b>               |   |   | <b>7,711,500</b>          | <b>3,428,214</b> | <b>11,139,714</b>                           | <b>10,020,918</b>       | <b>508,823</b>           | <b>10,529,741</b>         | <b>-</b>                      |  | <b>10,474,125</b>          | <b>665,589</b>                               | <b>6.0%</b>   | <b>94.5%</b>               | <b>100.5%</b>                     |     |           |              |            |           |         |

**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 1/31/18**

| Quad-<br>rant   | Project<br>Code | Description   | Project Budget            |                    |   | Project Expenditures    |                          |                           | Estimated Cost<br>to Complete | Basis of<br>Estimate<br>(Completed<br>Phase) | Project<br>Cumulative Cost | Variance<br>Est. Cost (Over)<br>Under Budget | Percent of<br>Variance<br>Total Cost<br>Variance to<br>Budget | Cost Expended<br>to Budget | Cost<br>Expended<br>to Total Cost |     |     |
|---|-----------------|---|---------------------------|--------------------|---|-------------------------|--------------------------|---------------------------|-------------------------------|--|----------------------------|--|---|----------------------------|-----------------------------------|-----|-----|
|   |                 |   | Initial<br>Project Budget | Adjustments        | Current Total<br>Project Budget<br>FY 17/18 | Expended<br>Prior Years | Expended<br>Year-to-Date | Total Expended<br>to Date |                               |  |                            |  |   |                            |                                   | (1) | (2) |
| <b><u>New Community Park Land Acquisition</u></b>     |                 |   |                           |                    |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |     |
| NE  | 98-881-a        | New Community Park - NE Quadrant (Teufel)   | 10,000,000                | 132,657            | 10,132,657                                  | 8,103,899               | -                        | 8,103,899                 | -                             | Complete                                     | 8,103,899                  | 2,028,758                                    | 20.0%   | 80.0%                      | 100.0%                            |     |     |
| NE  | 98-881-b        | Community Park Expansion - NE Quad (BSD/William Walker)                           | -                         | -                  | -   | 373,237                 | -                        | 373,237                   | -                             | Complete                                     | 373,237                    | (373,237)                                    | 100.0%  | n/a                        | 100.0%                            |     |     |
| <b>Sub-total New Community Park</b>                   |                 |   | <b>10,000,000</b>         | <b>132,657</b>     | <b>10,132,657</b>                           | <b>8,477,136</b>        | <b>-</b>                 | <b>8,477,136</b>          | <b>-</b>                      |  | <b>8,477,136</b>           | <b>1,655,521</b>                             | <b>16.3%</b>  | <b>83.7%</b>               | <b>100.0%</b>                     |     |     |
| UND   |                 | Authorized Use of Savings for New Neighborhood Parks<br>Land Acquisition Category | -                         | (1,655,521)        | (1,655,521)                                 | -                       | -                        | -                         | -                             | N/A  | -                          | (1,655,521)                                  | n/a   | n/a                        | n/a                               |     |     |
| <b>Total New Community Park</b>                       |                 |   | <b>10,000,000</b>         | <b>(1,522,864)</b> | <b>8,477,136</b>                            | <b>8,477,136</b>        | <b>-</b>                 | <b>8,477,136</b>          | <b>-</b>                      |  | <b>8,477,136</b>           | <b>-</b>                                     | <b>0.0%</b>   | <b>100.0%</b>              | <b>100.0%</b>                     |     |     |
| <b><u>Renovate and Redevelop Community Parks</u></b>  |                 |   |                           |                    |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |     |
| NE  | 92-916          | Cedar Hills Park & Athletic Field   | 6,194,905                 | 323,039            | 6,517,944                                   | 579,952                 | 83,858                   | 663,810                   | 8,856,387                     | Design                                       | 9,520,197                  | (3,002,253)                                  | -46.1%  | 10.2%                      | 7.0%                              |     |     |
| SE  | 92-917          | Schiffler Park  | 3,598,700                 | 74,403             | 3,673,103                                   | 2,633,084               | -                        | 2,633,084                 | -                             | Complete                                     | 2,633,084                  | 1,040,019                                    | 28.3%   | 71.7%                      | 100.0%                            |     |     |
| <b>Total Renovate and Redevelop Community Parks</b>   |                 |   | <b>9,793,605</b>          | <b>397,442</b>     | <b>10,191,047</b>                           | <b>3,213,036</b>        | <b>83,858</b>            | <b>3,296,894</b>          | <b>8,856,387</b>              |  | <b>12,153,281</b>          | <b>(1,962,234)</b>                           | <b>-19.3%</b>   | <b>32.4%</b>               | <b>27.1%</b>                      |     |     |
| <b><u>Natural Area Preservation - Restoration</u></b> |                 |   |                           |                    |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |     |
| NE  | 97-963          | Roger Tilbury Memorial Park   | 30,846                    | 1,371              | 32,217                                      | 14,790                  | 6,223                    | 21,013                    | 10,843                        | Establishment                                | 31,856                     | 361  | 1.1%  | 65.2%                      | 66.0%                             |     |     |
| NE  | 97-964          | Cedar Mill Park   | 30,846                    | 1,172              | 32,018                                      | 1,201                   | -                        | 1,201                     | 8,903                         | Establishment                                | 10,104                     | 21,914                                       | 68.4%   | 3.8%                       | 11.9%                             |     |     |
| NE  | 97-965          | Jordan/Jackie Husen Park  | 308,460                   | 8,961              | 317,421                                     | 36,236                  | -                        | 36,236                    | -                             | Complete                                     | 36,236                     | 281,185                                      | 88.6%   | 11.4%                      | 100.0%                            |     |     |
| NW  | 97-966          | NE/Bethany Meadows Trail Habitat Connection                                       | 246,768                   | 12,192             | 258,960                                     | -                       | -                        | -                         | 258,960                       | On Hold                                      | 258,960                    | -  | 0.0%  | 0.0%                       | 0.0%                              |     |     |
| NW  | 97-967          | Hansen Ridge Park (formerly Kaiser Ridge)   | 10,282                    | 300                | 10,582                                      | 12,929                  | -                        | 12,929                    | 102                           | Establishment                                | 13,031                     | (2,449)                                      | -23.1%  | 122.2%                     | 99.2%                             |     |     |
| NW  | 97-968          | Allenbach Acres Park  | 41,128                    | 1,826              | 42,954                                      | 10,217                  | -                        | 10,217                    | 31,613                        | Establishment                                | 41,830                     | 1,124  | 2.6%  | 23.8%                      | 24.4%                             |     |     |
| NW  | 97-969          | Crystal Creek Park  | 205,640                   | 7,208              | 212,848                                     | 95,401                  | -                        | 95,401                    | -                             | Complete                                     | 95,401                     | 117,447                                      | 55.2%   | 44.8%                      | 100.0%                            |     |     |
| NE  | 97-970          | Foothills Park  | 61,692                    | 1,172              | 62,864                                      | 46,178                  | -                        | 46,178                    | -                             | Complete                                     | 46,178                     | 16,686                                       | 26.5%   | 73.5%                      | 100.0%                            |     |     |
| NE  | 97-971          | Commonwealth Lake Park  | 41,128                    | 778                | 41,906                                      | 30,809                  | -                        | 30,809                    | -                             | Complete                                     | 30,809                     | 11,097                                       | 26.5%   | 73.5%                      | 100.0%                            |     |     |
| NW  | 97-972          | Tualatin Hills Nature Park  | 90,800                    | 2,323              | 93,123                                      | 27,696                  | -                        | 27,696                    | -                             | Complete                                     | 27,696                     | 65,427                                       | 70.3%   | 29.7%                      | 100.0%                            |     |     |
| NE  | 97-973          | Pioneer Park  | 10,282                    | 254                | 10,536                                      | 9,421                   | -                        | 9,421                     | -                             | Complete                                     | 10,452                     | 84   | 0.8%  | 89.4%                      | 90.1%                             |     |     |
| NW  | 97-974          | Whispering Woods Park   | 51,410                    | 914                | 52,324                                      | 48,871                  | -                        | 48,871                    | -                             | Complete                                     | 48,871                     | 3,453  | 6.6%  | 93.4%                      | 100.0%                            |     |     |
| NW  | 97-975          | Willow Creek Nature Park  | 20,564                    | 389                | 20,953                                      | 21,877                  | -                        | 21,877                    | -                             | Complete                                     | 21,877                     | (924)  | -4.4%   | 104.4%                     | 100.0%                            |     |     |
| SE  | 97-976          | AM Kennedy Park   | 30,846                    | 741                | 31,587                                      | 26,866                  | -                        | 26,866                    | -                             | Complete                                     | 32,730                     | (1,143)                                      | -3.6%   | 85.1%                      | 82.1%                             |     |     |
| SE  | 97-977          | Camille Park  | 77,115                    | 1,784              | 78,899                                      | 61,399                  | -                        | 61,399                    | -                             | Complete                                     | 72,409                     | 6,490  | 8.2%  | 77.8%                      | 84.8%                             |     |     |
| SE  | 97-978          | Vista Brook Park  | 20,564                    | 897                | 21,461                                      | 5,414                   | -                        | 5,414                     | 15,204                        | Establishment                                | 20,618                     | 843  | 3.9%  | 25.2%                      | 26.3%                             |     |     |
| SE  | 97-979          | Greenway Park/Koll Center   | 61,692                    | 2,072              | 63,764                                      | 44,728                  | 3,919                    | 48,647                    | 14,524                        | Establishment                                | 63,171                     | 593  | 0.9%  | 76.3%                      | 77.0%                             |     |     |
| SE  | 97-980          | Bauman Park   | 82,256                    | 2,024              | 84,280                                      | 30,153                  | -                        | 30,153                    | -                             | Complete                                     | 30,153                     | 54,127                                       | 64.2%   | 35.8%                      | 100.0%                            |     |     |
| SE  | 97-981          | Fanno Creek Park  | 162,456                   | 6,190              | 168,646                                     | 65,147                  | -                        | 65,147                    | 5,508                         | Establishment                                | 70,655                     | 97,991                                       | 58.1%   | 38.6%                      | 92.2%                             |     |     |
| SE  | 97-982          | Hideaway Park   | 41,128                    | 1,105              | 42,233                                      | 38,459                  | -                        | 38,459                    | -                             | Complete                                     | 38,459                     | 3,774  | 8.9%  | 91.1%                      | 100.0%                            |     |     |
| SW  | 97-983          | Murrayhill Park   | 61,692                    | 1,031              | 62,723                                      | 65,712                  | -                        | 65,712                    | -                             | Complete                                     | 65,712                     | (2,989)                                      | -4.8%   | 104.8%                     | 100.0%                            |     |     |
| SE  | 97-984          | Hyland Forest Park  | 71,974                    | 1,342              | 73,316                                      | 62,121                  | -                        | 62,121                    | -                             | Complete                                     | 62,121                     | 11,195                                       | 15.3%   | 84.7%                      | 100.0%                            |     |     |
| SW  | 97-985          | Cooper Mountain   | 205,640                   | 10,157             | 215,797                                     | 14                      | -                        | 14                        | 215,783                       | On Hold                                      | 215,797                    | -  | 0.0%  | 0.0%                       | 0.0%                              |     |     |
| SW  | 97-986          | Winkelman Park  | 10,282                    | 241                | 10,523                                      | 5,894                   | -                        | 5,894                     | -                             | Complete                                     | 5,894                      | 4,629  | 44.0%   | 56.0%                      | 100.0%                            |     |     |
| SW  | 97-987          | Lowami Hart Woods   | 287,896                   | 9,345              | 297,241                                     | 120,157                 | 7,749                    | 127,906                   | 37,644                        | Establishment                                | 165,550                    | 131,691                                      | 44.3%   | 43.0%                      | 77.3%                             |     |     |
| SW  | 97-988          | Rosa/Hazeldale Parks  | 28,790                    | 722                | 29,512                                      | 12,754                  | -                        | 12,754                    | -                             | Complete                                     | 12,754                     | 16,758                                       | 56.8%   | 43.2%                      | 100.0%                            |     |     |
| SW  | 97-989          | Mt Williams Park  | 102,820                   | 4,809              | 107,629                                     | 25,584                  | 7,478                    | 33,062                    | 74,567                        | Establishment                                | 107,629                    | -  | 0.0%  | 30.7%                      | 30.7%                             |     |     |
| SW  | 97-990          | Jenkins Estate  | 154,230                   | 3,365              | 157,595                                     | 136,481                 | -                        | 136,481                   | -                             | Complete                                     | 136,481                    | 21,114                                       | 13.4%   | 86.6%                      | 100.0%                            |     |     |
| SW  | 97-991          | Summercrest Park  | 10,282                    | 193                | 10,475                                      | 7,987                   | -                        | 7,987                     | -                             | Complete                                     | 7,987                      | 2,488  | 23.8%   | 76.2%                      | 100.0%                            |     |     |
| SW  | 97-992          | Morrison Woods  | 61,692                    | 3,046              | 64,738                                      | 0                       | -                        | 0                         | 64,738                        | On Hold                                      | 64,738                     | -  | 0.0%  | 0.0%                       | 0.0%                              |     |     |
| UND   | 97-993          | Interpretive Sign Network   | 339,306                   | 9,264              | 348,570                                     | 326,776                 | -                        | 326,776                   | 12,701                        | Sign Fabrication                             | 339,477                    | 9,093  | 2.6%  | 93.7%                      | 96.3%                             |     |     |
| NW  | 97-994          | Beaverton Creek Trail   | 61,692                    | 3,047              | 64,739                                      | -                       | -                        | -                         | 64,739                        | On Hold                                      | 64,739                     | -  | 0.0%  | 0.0%                       | 0.0%                              |     |     |
| NW  | 97-995          | Bethany Wetlands/Bronson Creek  | 41,128                    | 2,031              | 43,159                                      | -                       | -                        | -                         | 43,159                        | On Hold                                      | 43,159                     | -  | 0.0%  | 0.0%                       | 0.0%                              |     |     |
| NW  | 97-996          | Bluegrass Downs Park  | 15,423                    | 761                | 16,184                                      | -                       | -                        | -                         | 16,184                        | On Hold                                      | 16,184                     | -  | 0.0%  | 0.0%                       | 0.0%                              |     |     |
| NW  | 97-997          | Crystal Creek   | 41,128                    | 2,032              | 43,160                                      | -                       | -                        | -                         | 43,160                        | On Hold                                      | 43,160                     | -  | 0.0%  | 0.0%                       | 0.0%                              |     |     |
| UND   | N/A             | Reallocation of project savings to new project budgets                            | -                         | (865,000)          | (865,000)                                   | -                       | -                        | -                         | -                             | Reallocation                                 | 0                          | (865,000)                                    | 0.0%  | 0.0%                       | 0.0%                              |     |     |
| SE  | 97-870          | Hyland Woods Phase 2  | -                         | 75,756             | 75,756                                      | 40,928                  | 7,858                    | 48,786                    | 26,970                        | Establishment                                | 75,756                     | -  | -   | 64.4%                      | 64.4%                             |     |     |
| SW  | 97-871          | Jenkins Estate Phase 2  | -                         | 126,535            | 126,535                                     | 28,325                  | 6,106                    | 34,431                    | 92,104                        | Preparation                                  | 126,535                    | -  | -   | 27.2%                      | 27.2%                             |     |     |
| NW  | 97-872          | Somerset  | -                         | 152,205            | 152,205                                     | -                       | -                        | -                         | 152,205                       | Budget                                       | 152,205                    | -  | -   | 0.0%                       | 0.0%                              |     |     |
| NW  | 97-873          | Rock Creek Greenway   | -                         | 157,278            | 157,278                                     | -                       | -                        | -                         | 157,278                       | Establishment                                | 157,278                    | -  | -   | 0.0%                       | 0.0%                              |     |     |
| NW  | 97-874          | Whispering Woods Phase 2  | -                         | 96,396             | 96,396                                      | -                       | -                        | -                         | 96,396                        | Budget                                       | 96,396                     | -  | -   | 0.0%                       | 0.0%                              |     |     |

**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 1/31/18**

| Quad-<br>rant | Project<br>Code | Description   | Project Budget            |                |   | Project Expenditures    |                          |                           | Estimated Cost<br>to Complete | Basis of<br>Estimate<br>(Completed<br>Phase) | Project<br>Cumulative Cost | Variance<br><br>Est. Cost (Over)<br>Under Budget | Percent of<br>Variance<br><br>Total Cost<br>Variance to<br>Budget | Cost Expended<br>to Budget | Cost<br>Expended<br>to Total Cost |     |     |
|---------------|-----------------|---|---------------------------|----------------|---|-------------------------|--------------------------|---------------------------|-------------------------------|--|----------------------------|--|---|----------------------------|-----------------------------------|-----|-----|
|               |                 |   | Initial<br>Project Budget | Adjustments    | Current Total<br>Project Budget<br>FY 17/18 | Expended<br>Prior Years | Expended<br>Year-to-Date | Total Expended<br>to Date |                               |  |                            |  |   |                            |                                   | (1) | (2) |
| SE            | 97-875          | Raleigh Park  | -                         | 111,492        | 111,492                                     | 8,500                   | -                        | 8,500                     | 102,992                       | Budget                                       | 111,492                    | -  | 7.6%  | 7.6%                       |                                   |     |     |
| NE            | 97-876          | Bannister Creek Greenway/NE Park  | -                         | 76,102         | 76,102                                      | -                       | -                        | -                         | 76,102                        | Budget                                       | 76,102                     | -  | 0.0%  | 0.0%                       |                                   |     |     |
| NW            | 97-877          | Beaverton Creek Greenway Duncan   | -                         | 20,294         | 20,294                                      | -                       | -                        | -                         | 20,294                        | Budget                                       | 20,294                     | -  | 0.0%  | 0.0%                       |                                   |     |     |
| SE            | 97-878          | Church of Nazarene  | -                         | 30,374         | 30,374                                      | 7,144                   | 1,223                    | 8,367                     | 22,007                        | Preparation                                  | 30,374                     | -  | 27.5%   | 27.5%                      |                                   |     |     |
| SW            | 97-879          | Lilly K. Johnson Woods  | -                         | 30,250         | 30,250                                      | 16,731                  | -                        | 16,731                    | 13,519                        | Establishment                                | 30,250                     | -  | 55.3%   | 55.3%                      |                                   |     |     |
| UND           | 97-914          | Restoration of new properties to be acquired                              | 643,023                   | 31,249         | 674,272                                     | 7,172                   | -                        | 7,172                     | 641,407                       | On Hold                                      | 648,579                    | 25,693   | 3.8%  | 1.1%                       |                                   |     |     |
|               |                 | <b>Total Natural Area Restoration</b>                                     | <b>3,762,901</b>          | <b>147,990</b> | <b>3,910,891</b>                            | <b>1,500,072</b>        | <b>40,556</b>            | <b>1,540,628</b>          | <b>2,319,606</b>              |  | <b>3,878,139</b>           | <b>32,752</b>                                    | <b>0.8%</b>   | <b>39.4%</b>               | <b>39.7%</b>                      |     |     |
|               |                 | <b>Natural Area Preservation - Land Acquisition</b>                       |                           |                |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |     |
| UND           | 98-882          | Natural Area Acquisitions   | 8,400,000                 | 291,470        | 8,691,470                                   | 4,907,337               | 137,983                  | 5,045,320                 | 3,646,150                     | Budget                                       | 8,691,470                  | -  | 0.0%  | 58.0%                      |                                   |     |     |
|               |                 | <b>Total Natural Area Preservation - Land Acquisition</b>                 | <b>8,400,000</b>          | <b>291,470</b> | <b>8,691,470</b>                            | <b>4,907,337</b>        | <b>137,983</b>           | <b>5,045,320</b>          | <b>3,646,150</b>              |  | <b>8,691,470</b>           | <b>-</b>   | <b>0.0%</b>   | <b>58.0%</b>               | <b>58.0%</b>                      |     |     |
|               |                 | <b>New Linear Park and Trail Development</b>                              |                           |                |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |     |
| SW            | 93-918          | Westside Trail Segments 1, 4, & 7   | 4,267,030                 | 85,084         | 4,352,114                                   | 4,395,221               | -                        | 4,395,221                 | -                             | Complete                                     | 4,395,221                  | (43,107)   | -1.0%   | 101.0%                     |                                   |     |     |
| NE            | 93-920          | Jordan/Husen Park Trail   | 1,645,120                 | 46,432         | 1,691,552                                   | 1,227,496               | -                        | 1,227,496                 | -                             | Complete                                     | 1,227,496                  | 464,056  | 27.4%   | 72.6%                      |                                   |     |     |
| NW            | 93-924          | Waterhouse Trail Segments 1, 5 & West Spur                                | 3,804,340                 | 78,646         | 3,882,986                                   | 4,417,702               | -                        | 4,417,702                 | -                             | Complete                                     | 4,417,702                  | (534,716)  | -13.8%  | 113.8%                     |                                   |     |     |
| NW            | 93-922          | Rock Creek Trail #5 & Allenbach, North Bethany #2                         | 2,262,040                 | 93,652         | 2,355,692                                   | 1,741,979               | 1,688                    | 1,743,667                 | 612,025                       | Budget                                       | 2,355,692                  | -  | 0.0%  | 74.0%                      |                                   |     |     |
| UND           | 93-923          | Miscellaneous Natural Trails  | 100,000                   | 4,053          | 104,053                                     | 30,394                  | -                        | 30,394                    | 73,659                        | Budget                                       | 104,053                    | -  | 0.0%  | 29.2%                      |                                   |     |     |
| NW            | 91-912          | Nature Park - Old Wagon Trail   | 359,870                   | 3,094          | 362,964                                     | 238,702                 | -                        | 238,702                   | -                             | Complete                                     | 238,702                    | 124,262  | 34.2%   | 65.8%                      |                                   |     |     |
| NE            | 91-913          | NE Quadrant Trail - Bluffs Phase 2  | 257,050                   | 14,797         | 271,847                                     | 414,817                 | -                        | 414,817                   | -                             | Complete                                     | 414,817                    | (142,970)  | -52.6%  | 152.6%                     |                                   |     |     |
| SW            | 93-921          | Lowami Hart Woods   | 822,560                   | 55,645         | 878,205                                     | 1,258,746               | -                        | 1,258,746                 | -                             | Complete                                     | 1,258,746                  | (380,541)  | -43.3%  | 143.3%                     |                                   |     |     |
| NW            | 91-911          | Westside - Waterhouse Trail Connection                                    | 1,542,300                 | 48,560         | 1,590,860                                   | 1,151,626               | -                        | 1,151,626                 | -                             | Complete                                     | 1,151,626                  | 439,234  | 27.6%   | 72.4%                      |                                   |     |     |
|               |                 | <b>Total New Linear Park and Trail Development</b>                        | <b>15,060,310</b>         | <b>429,963</b> | <b>15,490,273</b>                           | <b>14,876,683</b>       | <b>1,688</b>             | <b>14,878,371</b>         | <b>685,684</b>                |  | <b>15,564,055</b>          | <b>(73,782)</b>                                  | <b>-0.5%</b>  | <b>96.0%</b>               | <b>95.6%</b>                      |     |     |
|               |                 | <b>New Linear Park and Trail Land Acquisition</b>                         |                           |                |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |     |
| UND           | 98-883          | New Linear Park and Trail Acquisitions                                    | 1,200,000                 | 23,326         | 1,223,326                                   | 1,222,206               | -                        | 1,222,206                 | 1,120                         | Budget                                       | 1,223,326                  | -  | 0.0%  | 99.9%                      |                                   |     |     |
|               |                 | <b>Total New Linear Park and Trail Land Acquisition</b>                   | <b>1,200,000</b>          | <b>23,326</b>  | <b>1,223,326</b>                            | <b>1,222,206</b>        | <b>-</b>                 | <b>1,222,206</b>          | <b>1,120</b>                  |  | <b>1,223,326</b>           | <b>-</b>   | <b>0.0%</b>   | <b>99.9%</b>               | <b>99.9%</b>                      |     |     |
|               |                 | <b>Multi-field/Multi-purpose Athletic Field Development</b>               |                           |                |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |     |
| SW            | 94-925          | Winkelman Athletic Field  | 514,100                   | 34,601         | 548,701                                     | 941,843                 | -                        | 941,843                   | -                             | Complete                                     | 941,843                    | (393,142)  | -71.6%  | 171.6%                     |                                   |     |     |
| SE            | 94-926          | Meadow Waye Park  | 514,100                   | 4,791          | 518,891                                     | 407,340                 | -                        | 407,340                   | -                             | Complete                                     | 407,340                    | 111,551  | 21.5%   | 78.5%                      |                                   |     |     |
| NW            | 94-927          | New Fields in NW Quadrant   | 514,100                   | 25,395         | 539,495                                     | 1,280                   | 23,525                   | 24,805                    | 514,690                       | Budget                                       | 539,495                    | -  | 0.0%  | 4.6%                       |                                   |     |     |
| NE            | 94-928          | New Fields in NE Quadrant (Cedar Mill Park)                               | 514,100                   | 14,184         | 528,284                                     | 527,993                 | -                        | 527,993                   | -                             | Complete                                     | 527,993                    | 291  | 0.1%  | 99.9%                      |                                   |     |     |
| SW            | 94-929          | New Fields in SW Quadrant   | 514,100                   | 25,373         | 539,473                                     | 724                     | 187                      | 911                       | 538,562                       | Budget                                       | 539,473                    | -  | 0.0%  | 0.2%                       |                                   |     |     |
| SE            | 94-930          | New Fields in SE Quadrant (Conestoga Middle School)                       | 514,100                   | 19,833         | 533,933                                     | 546,601                 | (4,507)                  | 542,094                   | -                             | Complete                                     | 536,457                    | (2,524)  | -0.5%   | 101.5%                     |                                   |     |     |
|               |                 | <b>Total Multi-field/Multi-purpose Athletic Field Dev.</b>                | <b>3,084,600</b>          | <b>124,177</b> | <b>3,208,777</b>                            | <b>2,425,781</b>        | <b>19,205</b>            | <b>2,444,986</b>          | <b>1,053,252</b>              |  | <b>3,492,601</b>           | <b>(283,824)</b>                                 | <b>-8.8%</b>  | <b>76.2%</b>               | <b>70.0%</b>                      |     |     |
|               |                 | <b>Deferred Park Maintenance Replacements</b>                             |                           |                |   |                         |                          |                           |                               |  |                            |  |   |                            |                                   |     |     |
| UND           | 96-960          | Play Structure Replacements at 11 sites                                   | 810,223                   | 3,685          | 813,908                                     | 773,055                 | -                        | 773,055                   | -                             | Complete                                     | 773,055                    | 40,853   | 5.0%  | 95.0%                      |                                   |     |     |
| NW            | 96-720          | Bridge/boardwalk replacement - Willow Creek                               | 96,661                    | 1,276          | 97,937                                      | 127,277                 | -                        | 127,277                   | -                             | Complete                                     | 127,277                    | (29,340)   | -30.0%  | 130.0%                     |                                   |     |     |
| SW            | 96-721          | Bridge/boardwalk replacement - Rosa Park                                  | 38,909                    | 369            | 39,278                                      | 38,381                  | -                        | 38,381                    | -                             | Complete                                     | 38,381                     | 897  | 2.3%  | 97.7%                      |                                   |     |     |
| SW            | 96-722          | Bridge/boardwalk replacement - Jenkins Estate                             | 7,586                     | 34             | 7,620                                       | 28,430                  | -                        | 28,430                    | -                             | Complete                                     | 28,430                     | (20,810)   | -273.1%   | 373.1%                     |                                   |     |     |
| SE            | 96-723          | Bridge/boardwalk replacement - Hartwood Highlands                         | 10,767                    | 134            | 10,901                                      | 985                     | -                        | 985                       | -                             | Cancelled                                    | 985                        | 9,916  | 91.0%   | 9.0%                       |                                   |     |     |
| NE            | 96-998          | Irrigation Replacement at Roxbury Park                                    | 48,854                    | 63             | 48,917                                      | 41,902                  | -                        | 41,902                    | -                             | Complete                                     | 41,902                     | 7,015  | 14.3%   | 85.7%                      |                                   |     |     |
| UND           | 96-999          | Pedestrian Path Replacement at 3 sites                                    | 116,687                   | 150            | 116,837                                     | 118,039                 | -                        | 118,039                   | -                             | Complete                                     | 118,039                    | (1,202)  | -1.0%   | 101.0%                     |                                   |     |     |
| SW            | 96-946          | Permeable Parking Lot at Aloha Swim Center                                | 160,914                   | 1,515          | 162,429                                     | 191,970                 | -                        | 191,970                   | -                             | Complete                                     | 191,970                    | (29,541)   | -18.2%  | 118.2%                     |                                   |     |     |
| NE            | 96-947          | Permeable Parking Lot at Sunset Swim Center                               | 160,914                   | 3,248          | 164,162                                     | 512,435                 | -                        | 512,435                   | -                             | Complete                                     | 512,435                    | (348,273)  | -212.2%   | 312.2%                     |                                   |     |     |
|               |                 | <b>Sub-total Deferred Park Maintenance Replacements</b>                   | <b>1,451,515</b>          | <b>10,474</b>  | <b>1,461,989</b>                            | <b>1,832,474</b>        | <b>-</b>                 | <b>1,832,474</b>          | <b>-</b>                      |  | <b>1,832,474</b>           | <b>(370,485)</b>                                 | <b>-25.3%</b>   | <b>1321.8%</b>             | <b>900.0%</b>                     |     |     |
| UND           |                 | Authorized Use of Savings from Facility Expansion & Improvements Category | -                         | 179,613        | 179,613                                     | -                       | -                        | -                         | -                             | N/A  | -                          | 179,613  | n/a   | n/a                        |                                   |     |     |
| UND           |                 | Authorized Use of Savings from Bond Issuance Administration Category      | -                         | 190,872        | 190,872                                     | -                       | -                        | -                         | -                             | N/A  | -                          | 190,872  | n/a   | n/a                        |                                   |     |     |
|               |                 | <b>Total Deferred Park Maintenance Replacements</b>                       | <b>1,451,515</b>          | <b>380,959</b> | <b>1,832,474</b>                            | <b>1,832,474</b>        | <b>-</b>                 | <b>1,832,474</b>          | <b>-</b>                      |  | <b>1,832,474</b>           | <b>-</b>   | <b>0.0%</b>   | <b>100.0%</b>              | <b>100.0%</b>                     |     |     |

**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 1/31/18**

| Quadrant   | Project Code  | Description   | Project Budget         |                    |                                       | Project Expenditures |                       |                        | Estimated Cost to Complete | Basis of Estimate (Completed Phase) | Project Cumulative Cost | Variance Est. Cost (Over) Under Budget | Percent of Variance Total Cost Variance to Budget | Cost Expended to Budget | Cost Expended to Total Cost |
|--|---|---|------------------------|--------------------|---------------------------------------|----------------------|-----------------------|------------------------|----------------------------|-------------------------------------|-------------------------|--|---|-------------------------|-----------------------------|
|  |   |   | Initial Project Budget | Adjustments        | Current Total Project Budget FY 17/18 | Expended Prior Years | Expended Year-to-Date | Total Expended to Date |                            |                                     |                         |  |   |                         |                             |
|  |   |   | (1)                    | (2)                | (1+2)=(3)                             | (4)                  | (5)                   | (4+5)=(6)              |                            |                                     |                         |  |   |                         |                             |
| <b>Facility Rehabilitation</b>                       |   |   |                        |                    |                                       |                      |                       |                        |                            |                                     |                         |  |   |                         |                             |
| UND  | 95-931  | Structural Upgrades at Several Facilities                 | 317,950                | (194,874)          | 123,076                               | 112,126              | 3,358                 | 115,484                | -                          | Complete                            | 115,484                 | 7,592                                  | 6.2%  | 93.8%                   | 100.0%                      |
| SW   | 95-932  | Structural Upgrades at Aloha Swim Center                  | 406,279                | 8,497              | 414,776                               | 518,302              | -                     | 518,302                | -                          | Complete                            | 518,302                 | (103,526)                              | -25.0%  | 125.0%                  | 100.0%                      |
| SE   | 95-933  | Structural Upgrades at Beaverton Swim Center              | 1,447,363              | 36,836             | 1,484,199                             | 820,440              | -                     | 820,440                | 49,392                     | Bid Results                         | 869,832                 | 614,367                                | 41.4%   | 55.3%                   | 94.3%                       |
| NE   | 95-934  | Structural Upgrades at Cedar Hills Recreation Center      | 628,087                | 18,177             | 646,264                               | 544,403              | -                     | 544,403                | -                          | Complete                            | 544,390                 | 101,874                                | 15.8%   | 84.2%                   | 100.0%                      |
| SW   | 95-935  | Structural Upgrades at Conestoga Rec/Aquatic Ctr          | 44,810                 | 847                | 45,657                                | 66,762               | -                     | 66,762                 | -                          | Complete                            | 66,762                  | (21,105)                               | -46.2%  | 146.2%                  | 100.0%                      |
| SE   | 95-937  | Structural Upgrades at Garden Home Recreation Center      | 486,935                | 21,433             | 508,368                               | 513,756              | 6                     | 513,762                | -                          | Complete                            | 513,762                 | (5,394)                                | -1.1%   | 101.1%                  | 100.0%                      |
| SE   | 95-938  | Structural Upgrades at Harman Swim Center                 | 179,987                | 2,779              | 182,766                               | 73,115               | -                     | 73,115                 | -                          | Complete                            | 73,115                  | 109,651                                | 60.0%   | 40.0%                   | 100.0%                      |
| NW   | 95-939-a  | Structural Upgrades at HMT/50 Mtr Pool/Aquatic Ctr        | 312,176                | 4,692              | 316,868                               | 233,429              | -                     | 233,429                | -                          | Complete                            | 233,429                 | 83,439                                 | 26.3%   | 73.7%                   | 100.0%                      |
| NW   | 95-939-b  | Structural Upgrades at HMT Aquatic Ctr - Roof Replacement | -                      | 203,170            | 203,170                               | 446,162              | -                     | 446,162                | -                          | Complete                            | 446,162                 | (242,992)                              | -119.6%   | 219.6%                  | 100.0%                      |
| NW   | 95-940  | Structural Upgrades at HMT Administration Building        | 397,315                | 6,080              | 403,395                               | 299,599              | -                     | 299,599                | -                          | Complete                            | 299,599                 | 103,796                                | 25.7%   | 74.3%                   | 100.0%                      |
| NW   | 95-941  | Structural Upgrades at HMT Athletic Center                | 65,721                 | 85                 | 65,806                                | 66,000               | -                     | 66,000                 | -                          | Complete                            | 66,000                  | (194)                                  | -0.3%   | 100.3%                  | 100.0%                      |
| NW   | 95-942  | Structural Upgrades at HMT Dryland Training Ctr           | 116,506                | 2,137              | 118,643                               | 75,686               | -                     | 75,686                 | -                          | Complete                            | 75,686                  | 42,957                                 | 36.2%   | 63.8%                   | 100.0%                      |
| NW   | 95-943  | Structural Upgrades at HMT Tennis Center                  | 268,860                | 5,033              | 273,893                               | 74,804               | -                     | 74,804                 | -                          | Complete                            | 74,804                  | 199,089                                | 72.7%   | 27.3%                   | 100.0%                      |
| SE   | 95-944  | Structural Upgrades at Raleigh Swim Center                | 4,481                  | 6                  | 4,487                                 | 5,703                | -                     | 5,703                  | -                          | Complete                            | 5,703                   | (1,216)                                | -27.1%  | 127.1%                  | 100.0%                      |
| NW   | 95-945  | Structural Upgrades at Somerset Swim Center               | 8,962                  | 12                 | 8,974                                 | 9,333                | -                     | 9,333                  | -                          | Complete                            | 9,333                   | (359)                                  | -4.0%   | 104.0%                  | 100.0%                      |
| NE   | 95-950  | Sunset Swim Center Structural Upgrades                    | 1,028,200              | 16,245             | 1,044,445                             | 626,419              | -                     | 626,419                | -                          | Complete                            | 626,419                 | 418,026                                | 40.0%   | 60.0%                   | 100.0%                      |
| NE   | 95-951  | Sunset Swim Center Pool Tank                              | 514,100                | 275                | 514,375                               | 308,574              | -                     | 308,574                | -                          | Complete                            | 308,574                 | 205,801                                | 40.0%   | 60.0%                   | 100.0%                      |
| UND  | 95-962  | Auto Gas Meter Shut Off Valves at All Facilities          | -                      | 122                | 122                                   | 9,984                | -                     | 9,984                  | 25,199                     | Construction                        | 35,183                  | (35,061)                               | 100.0%  | 0.0%                    | 28.4%                       |
| <b>Sub-total Facility Rehabilitation</b>             |   |   | <b>6,227,732</b>       | <b>131,552</b>     | <b>6,359,284</b>                      | <b>4,804,597</b>     | <b>3,364</b>          | <b>4,807,961</b>       | <b>74,591</b>              |                                     | <b>4,882,539</b>        | <b>1,476,745</b>                       | <b>23.2%</b>                                      | <b>75.6%</b>            | <b>98.5%</b>                |
| UND  | Authorized use of savings for SW Quad Community Park & Athletic Fields        |   |                        | (1,300,000)        | (1,300,000)                           | -                    | -                     | -                      | -                          | N/A                                 | -                       | (1,300,000)                            | n/a   | n/a                     | n/a                         |
| <b>Total Facility Rehabilitation</b>                 |   |   | <b>6,227,732</b>       | <b>(1,168,448)</b> | <b>5,059,284</b>                      | <b>4,804,597</b>     | <b>3,364</b>          | <b>4,807,961</b>       | <b>74,591</b>              |                                     | <b>4,882,539</b>        | <b>176,745</b>                         | <b>3.5%</b>                                       | <b>n/a</b>              | <b>n/a</b>                  |
| <b>Facility Expansion and Improvements</b>           |   |   |                        |                    |                                       |                      |                       |                        |                            |                                     |                         |  |   |                         |                             |
| SE   | 95-952  | Elsie Stuhr Center Expansion & Structural Improvements    | 1,997,868              | 30,311             | 2,028,179                             | 2,039,367            | -                     | 2,039,367              | -                          | Complete                            | 2,039,367               | (11,188)                               | -0.6%   | 100.6%                  | 100.0%                      |
| SW   | 95-953  | Conestoga Rec/Aquatic Expansion & Splash Pad              | 5,449,460              | 85,351             | 5,534,811                             | 5,435,930            | -                     | 5,435,930              | -                          | Complete                            | 5,435,930               | 98,881                                 | 1.8%  | 98.2%                   | 100.0%                      |
| SW   | 95-954  | Aloha ADA Dressing Rooms                                  | 123,384                | 158                | 123,542                               | 178,764              | -                     | 178,764                | -                          | Complete                            | 178,764                 | (55,222)                               | -44.7%  | 144.7%                  | 100.0%                      |
| NW   | 95-955  | Aquatics Center ADA Dressing Rooms                        | 133,666                | 1,083              | 134,749                               | 180,540              | -                     | 180,540                | -                          | Complete                            | 180,540                 | (45,791)                               | -34.0%  | 134.0%                  | 100.0%                      |
| NE   | 95-956  | Athletic Center HVAC Upgrades                             | 514,100                | 654                | 514,754                               | 321,821              | -                     | 321,821                | -                          | Complete                            | 321,821                 | 192,933                                | 37.5%   | 62.5%                   | 100.0%                      |
| <b>Sub-total Facility Expansion and Improvements</b> |   |   | <b>8,218,478</b>       | <b>117,557</b>     | <b>8,336,035</b>                      | <b>8,156,422</b>     | <b>-</b>              | <b>8,156,422</b>       | <b>-</b>                   |                                     | <b>8,156,422</b>        | <b>179,613</b>                         | <b>2.2%</b>                                       | <b>97.8%</b>            | <b>100.0%</b>               |
| UND  | Authorized Use of Savings for Deferred Park Maintenance Replacements Category |   |                        | (179,613)          | (179,613)                             | -                    | -                     | -                      | -                          | N/A                                 | -                       | (179,613)                              | n/a   | n/a                     | n/a                         |
| <b>Total Facility Expansion and Improvements</b>     |   |   | <b>8,218,478</b>       | <b>(62,056)</b>    | <b>8,156,422</b>                      | <b>8,156,422</b>     | <b>-</b>              | <b>8,156,422</b>       | <b>-</b>                   |                                     | <b>8,156,422</b>        | <b>-</b>                               | <b>0.0%</b>                                       | <b>100.0%</b>           | <b>100.0%</b>               |
| <b>ADA/Access Improvements</b>                       |   |   |                        |                    |                                       |                      |                       |                        |                            |                                     |                         |  |   |                         |                             |
| NW   | 95-957  | HMT ADA Parking & other site improvement                  | 735,163                | 19,544             | 754,707                               | 1,019,772            | -                     | 1,019,772              | -                          | Complete                            | 1,019,772               | (265,065)                              | -35.1%  | 135.1%                  | 100.0%                      |
| UND  | 95-958  | ADA Improvements - undesignated funds                     | 116,184                | 2,712              | 118,896                               | 72,245               | -                     | 72,245                 | -                          | Complete                            | 72,245                  | 46,651                                 | 39.2%   | 60.8%                   | 100.0%                      |
| SW   | 95-730  | ADA Improvements - Barrows Park                           | 8,227                  | 104                | 8,331                                 | 6,825                | -                     | 6,825                  | -                          | Complete                            | 6,825                   | 1,506                                  | 18.1%   | 81.9%                   | 100.0%                      |
| NW   | 95-731  | ADA Improvements - Bethany Lake Park                      | 20,564                 | 194                | 20,758                                | 25,566               | -                     | 25,566                 | -                          | Complete                            | 25,566                  | (4,808)                                | -23.2%  | 123.2%                  | 100.0%                      |
| NE   | 95-732  | ADA Improvements - Cedar Hills Recreation Center          | 8,226                  | 130                | 8,356                                 | 8,255                | -                     | 8,255                  | -                          | Complete                            | 8,255                   | 101                                    | 1.2%  | 98.8%                   | 100.0%                      |
| NE   | 95-733  | ADA Improvements - Forest Hills Park                      | 12,338                 | 197                | 12,535                                | 23,416               | -                     | 23,416                 | -                          | Complete                            | 23,416                  | (10,881)                               | -86.8%  | 186.8%                  | 100.0%                      |
| SE   | 95-734  | ADA Improvements - Greenway Park                          | 15,423                 | 196                | 15,619                                | -                    | -                     | -                      | -                          | Cancelled                           | -                       | 15,619                                 | 100.0%  | 0.0%                    | 0.0%                        |
| SW   | 95-735  | ADA Improvements - Jenkins Estate                         | 16,450                 | 262                | 16,712                                | 11,550               | -                     | 11,550                 | -                          | Complete                            | 11,550                  | 5,162                                  | 30.9%   | 69.1%                   | 100.0%                      |
| SW   | 95-736  | ADA Improvements - Lawndale Park                          | 30,846                 | 40                 | 30,886                                | 16,626               | -                     | 16,626                 | -                          | Complete                            | 16,626                  | 14,260                                 | 46.2%   | 53.8%                   | 100.0%                      |
| NE   | 95-737  | ADA Improvements - Lost Park                              | 15,423                 | 245                | 15,668                                | 15,000               | -                     | 15,000                 | -                          | Complete                            | 15,000                  | 668                                    | 4.3%  | 95.7%                   | 100.0%                      |
| NW   | 95-738  | ADA Improvements - Rock Crk Pwrlne Prk (Soccer Fld)       | 20,564                 | 327                | 20,891                                | 17,799               | -                     | 17,799                 | -                          | Complete                            | 17,799                  | 3,092                                  | 14.8%   | 85.2%                   | 100.0%                      |
| NW   | 95-739  | ADA Improvements - Skyview Park                           | 5,140                  | 82                 | 5,222                                 | 7,075                | -                     | 7,075                  | -                          | Complete                            | 7,075                   | (1,853)                                | -35.5%  | 135.5%                  | 100.0%                      |
| NW   | 95-740  | ADA Improvements - Waterhouse Powerline Park              | 8,226                  | 183                | 8,409                                 | 8,402                | -                     | 8,402                  | -                          | Complete                            | 8,402                   | 7                                      | 0.1%  | 99.9%                   | 100.0%                      |
| NE   | 95-741  | ADA Improvements - West Sylvan Park                       | 5,140                  | 82                 | 5,222                                 | 5,102                | -                     | 5,102                  | -                          | Complete                            | 5,102                   | 120                                    | 2.3%  | 97.7%                   | 100.0%                      |
| SE   | 95-742  | ADA Improvements - Wonderland Park                        | 10,282                 | 163                | 10,445                                | 4,915                | -                     | 4,915                  | -                          | Complete                            | 4,915                   | 5,530                                  | 52.9%   | 47.1%                   | 100.0%                      |
| <b>Total ADA/Access Improvements</b>                 |   |   | <b>1,028,196</b>       | <b>24,461</b>      | <b>1,052,657</b>                      | <b>1,242,548</b>     | <b>-</b>              | <b>1,242,548</b>       | <b>-</b>                   |                                     | <b>1,242,548</b>        | <b>(189,890)</b>                       | <b>-18.0%</b>                                     | <b>118.0%</b>           | <b>100.0%</b>               |
| UND  | Authorized Use of Savings from Bond Issuance Administration Category          |   |                        | 189,890            | 189,890                               | -                    | -                     | -                      | -                          | N/A                                 | -                       | 189,890                                | 100.0%  | n/a                     | n/a                         |
| <b>Total ADA/Access Improvements</b>                 |   |   | <b>1,028,196</b>       | <b>214,351</b>     | <b>1,242,547</b>                      | <b>1,242,548</b>     | <b>-</b>              | <b>1,242,548</b>       | <b>-</b>                   |                                     | <b>1,242,548</b>        | <b>-</b>                               | <b>100.0%</b>                                     | <b>100.0%</b>           | <b>100.0%</b>               |

**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 1/31/18**

| Quad-<br>rant                                      | Project<br>Code | Description   | Project Budget            |                  |   | Project Expenditures    |                          |                           | Estimated Cost<br>to Complete | Basis of<br>Estimate<br>(Completed<br>Phase) | Project<br>Cumulative Cost | Variance                         | Percent of<br>Variance              | Cost Expended<br>to Budget | Cost<br>Expended<br>to Total Cost |
|--|-----------------|---|---------------------------|------------------|---|-------------------------|--------------------------|---------------------------|-------------------------------|--|----------------------------|----------------------------------|-------------------------------------|----------------------------|-----------------------------------|
|  |                 |   | Initial<br>Project Budget | Adjustments      | Current Total<br>Project Budget<br>FY 17/18 | Expended<br>Prior Years | Expended<br>Year-to-Date | Total Expended<br>to Date |                               |  |                            | Est. Cost (Over)<br>Under Budget | Total Cost<br>Variance to<br>Budget |                            |                                   |
|  |                 |   | (1)                       | (2)              | (1+2)=(3)                                   | (4)                     | (5)                      | (4+5)=(6)                 | (7)                           | (6+7)=(9)                                    | (3-9) = (10)               | (10) / (3)                       | (6) / (3)                           | (6)/(9)                    |                                   |
| <b>Community Center Land Acquisition</b>           |                 |   |                           |                  |   |                         |                          |                           |                               |  |                            |                                  |                                     |                            |                                   |
| UND  | 98-884-a        | Community Center / Community Park (SW Quadrant)<br>(Hulse/BSD/Engel)                    | 5,000,000                 | 105,974          | 5,105,974                                   | 1,654,847               | -                        | 1,654,847                 | -                             | 1,654,847                                    | 3,451,127                  | 67.6%                            | 32.4%                               | 100.0%                     |                                   |
| UND  | 98-884-b        | Community Center / Community Park (SW Quadrant)<br>(Wenzel/Wall)                        | -                         | -                | -   | 2,351,777               | -                        | 2,351,777                 | -                             | 2,351,777                                    | (2,351,777)                | -100.0%                          | n/a                                 | 100.0%                     |                                   |
| <b>Sub-total Community Center Land Acquisition</b> |                 |   | <b>5,000,000</b>          | <b>105,974</b>   | <b>5,105,974</b>                            | <b>4,006,624</b>        | <b>-</b>                 | <b>4,006,624</b>          | <b>-</b>                      | <b>4,006,624</b>                             | <b>1,099,350</b>           | <b>21.5%</b>                     | <b>78.5%</b>                        | <b>100.0%</b>              |                                   |
| UND  |                 | Outside Funding from Washington County<br>Transferred to New Community Park Development | -                         | (176,000)        | (176,000)                                   | -                       | -                        | -                         | N/A                           | -  | (176,000)                  | n/a                              | n/a                                 | n/a                        |                                   |
| UND  |                 | Outside Funding from Metro<br>Transferred to New Community Park Development             | -                         | (208,251)        | (208,251)                                   | -                       | -                        | -                         | N/A                           | -  | (208,251)                  | n/a                              | n/a                                 | n/a                        |                                   |
| UND  |                 | Authorized Use of Savings for<br>New Neighborhood Parks Land Acquisition Category       | -                         | (715,099)        | (715,099)                                   | -                       | -                        | -                         | N/A                           | -  | (715,099)                  | n/a                              | n/a                                 | n/a                        |                                   |
| <b>Total Community Center Land Acquisition</b>     |                 |   | <b>5,000,000</b>          | <b>(993,376)</b> | <b>4,006,624</b>                            | <b>4,006,624</b>        | <b>-</b>                 | <b>4,006,624</b>          | <b>-</b>                      | <b>4,006,624</b>                             | <b>-</b>                   | <b>0.0%</b>                      | <b>100.0%</b>                       | <b>100.0%</b>              |                                   |
| <b>Bond Administration Costs</b>                   |                 |   |                           |                  |   |                         |                          |                           |                               |  |                            |                                  |                                     |                            |                                   |
| ADM  |                 | Debt Issuance Costs   | 1,393,000                 | (539,654)        | 853,346                                     | 68,142                  | -                        | 68,142                    | -                             | 68,142                                       | 785,204                    | 92.0%                            | 8.0%                                | 100.0%                     |                                   |
| ADM  |                 | Bond Accountant Personnel Costs   | -                         | 241,090          | 241,090                                     | 288,678                 | -                        | 288,678                   | -                             | 288,678                                      | (47,588)                   | -19.7%                           | 119.7%                              | 100.0%                     |                                   |
| ADM  |                 | Deputy Director of Planning Personnel Costs   | -                         | 57,454           | 57,454                                      | 57,454                  | -                        | 57,454                    | -                             | 57,454                                       | -                          | -100.0%                          | n/a                                 | 100.0%                     |                                   |
| ADM  |                 | Communications Support  | -                         | 50,000           | 50,000                                      | 12,675                  | -                        | 12,675                    | 37,325                        | 50,000                                       | -                          | 0.0%                             | 25.4%                               | 25.4%                      |                                   |
| ADM  |                 | Technology Needs  | 18,330                    | -                | 18,330                                      | 23,952                  | -                        | 23,952                    | -                             | 23,952                                       | (5,622)                    | -30.7%                           | 130.7%                              | 100.0%                     |                                   |
| ADM  |                 | Office Furniture  | 7,150                     | -                | 7,150                                       | 5,378                   | -                        | 5,378                     | -                             | 5,378  | 1,772                      | 24.8%                            | 75.2%                               | 100.0%                     |                                   |
| ADM  |                 | Admin/Consultant Costs  | 31,520                    | -                | 31,520                                      | 48,093                  | -                        | 48,093                    | -                             | 48,093                                       | (16,573)                   | -52.6%                           | 152.6%                              | 100.0%                     |                                   |
| ADM  |                 | Additional Bond Proceeds  | -                         | 1,507,717        | 1,507,717                                   | -                       | -                        | -                         | -                             | -  | 1,507,717                  | 0.0%                             | 0.0%                                | 0.0%                       |                                   |
| <b>Sub-total Bond Administration Costs</b>         |                 |   | <b>1,450,000</b>          | <b>1,316,607</b> | <b>2,766,607</b>                            | <b>504,372</b>          | <b>-</b>                 | <b>504,372</b>            | <b>37,325</b>                 | <b>541,697</b>                               | <b>2,224,910</b>           | <b>80.4%</b>                     | <b>18.2%</b>                        | <b>93.1%</b>               |                                   |
| UND  |                 | Authorized Use of Savings for Deferred Park Maintenance<br>Replacements Category        | -                         | (190,872)        | (190,872)                                   | -                       | -                        | -                         | N/A                           | -  | (190,872)                  | n/a                              | n/a                                 | n/a                        |                                   |
| UND  |                 | Authorized Use of Savings for New Neighborhood Parks<br>Development Category            | -                         | (222,950)        | (222,950)                                   | -                       | -                        | -                         | N/A                           | -  | (222,950)                  | n/a                              | n/a                                 | n/a                        |                                   |
| UND  |                 | Authorized use of savings for SW Quad Community Park & Athletic<br>Fields               | -                         | (1,400,000)      | (1,400,000)                                 | -                       | -                        | -                         | N/A                           | -  | (1,400,000)                | n/a                              | n/a                                 | n/a                        |                                   |
| UND  |                 | Authorized Use of Savings for ADA/Access<br>Improvements Category                       | -                         | (189,890)        | (189,890)                                   | -                       | -                        | -                         | N/A                           | -  | (189,890)                  | n/a                              | n/a                                 | n/a                        |                                   |
| <b>Total Bond Administration Costs</b>             |                 |   | <b>1,450,000</b>          | <b>(687,105)</b> | <b>762,895</b>                              | <b>504,372</b>          | <b>-</b>                 | <b>504,372</b>            | <b>37,325</b>                 | <b>541,697</b>                               | <b>221,198</b>             | <b>29.0%</b>                     | <b>66.1%</b>                        | <b>93.1%</b>               |                                   |
| <b>Grand Total</b>                                 |                 |   | <b>100,000,000</b>        | <b>4,037,817</b> | <b>104,037,817</b>                          | <b>87,006,667</b>       | <b>853,208</b>           | <b>87,859,875</b>         | <b>18,696,107</b>             | <b>106,512,621</b>                           | <b>(2,474,804)</b>         | <b>-2.4%</b>                     | <b>84.4%</b>                        | <b>82.5%</b>               |                                   |
|  |                 |   | <b>160,953</b>            |                  |   |                         |                          |                           |                               |  |                            |                                  |                                     |                            |                                   |

**THPRD Bond Capital Program**  
**Funds Reprogramming Analysis - Based on Category Transfer Eligibility**  
**As of 1/31/18**

|                             |  | Category (Over)    | Under Budget |
|-----------------------------|--|--------------------|--------------|
| Limited Reprogramming       |  |                    |              |
| Land: New Neighborhood Park |  | -                  |              |
| New Community Park          |  | -                  |              |
| New Linear Park             |  | -                  |              |
| New Community Center/Park   |  | -                  |              |
|                             |  | -                  |              |
|                             |  | -                  |              |
| Nat Res: Restoration        |  | 32,752             |              |
| Acquisition                 |  | -                  |              |
|                             |  | 32,752             |              |
|                             |  | 32,752             |              |
| All Other                   |  |                    |              |
| New Neighborhood Park Dev   |  | -                  |              |
| Neighborhood Park Renov     |  | (1,251,248)        |              |
| New Community Park Dev      |  | 665,589            |              |
| Community Park Renov        |  | (1,962,234)        |              |
| New Linear Parks and Trails |  | (73,782)           |              |
| Athletic Field Development  |  | (283,824)          |              |
| Deferred Park Maint Replace |  | -                  |              |
| Facility Rehabilitation     |  | 176,745            |              |
| ADA                         |  | -                  |              |
| Facility Expansion          |  | -                  |              |
| Bond Admin Costs            |  | 221,198            |              |
|                             |  | (2,507,556)        |              |
|                             |  | (2,507,556)        |              |
| <b>Grand Total</b>          |  | <b>(2,474,804)</b> |              |
|                             |  | <b>(2,474,804)</b> |              |



**MEMORANDUM**

Date: January 30, 2018  
 To: Board of Directors  
 From: Keith Hobson, Director of Business and Facilities  
 Re: **System Development Charge Report for December, 2017**

The Board of Directors approved a resolution implementing the System Development Charge program on November 17, 1998. Below please find the various categories for SDC's, i.e., Single Family, Multiple Family and Non-residential Development. Also listed are the collection amounts for both the City of Beaverton and Washington County, and the 1.6% handling fee for collections through December 2017.

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

| <b><u>City of Beaverton Collection of SDCs</u></b> |                                 | <b><u>Receipts</u></b> | <b><u>Collection Fee</u></b> | <b><u>Total Revenue</u></b> |
|--|---------------------------------|------------------------|------------------------------|-----------------------------|
| 2,970  | Single Family Units             | \$9,192,370.75         | \$235,191.75                 | \$9,427,562.50              |
| 15   | Single Family Units at \$489.09 | \$7,336.35             | \$221.45                     | \$7,557.80                  |
| 2,502  | Multi-family Units              | \$8,419,694.40         | \$162,144.36                 | \$8,581,838.76              |
| 0  | Less Multi-family Credits       | (\$52,194.87)          | (\$229.36)                   | (\$52,424.23)               |
| 277  | Non-residential                 | \$914,366.90           | \$22,121.24                  | \$936,488.14                |
| <b>5,764</b>                                       |                                 | <b>\$18,481,573.53</b> | <b>\$419,449.44</b>          | <b>\$18,901,022.97</b>      |

| <b><u>Washington County Collection of SDCs</u></b> |                          | <b><u>Receipts</u></b> | <b><u>Collection Fee</u></b> | <b><u>Total Revenue</u></b> |
|--|--------------------------|------------------------|------------------------------|-----------------------------|
| 9,136  | Single Family Units      | \$37,636,992.10        | \$761,931.58                 | \$38,398,923.69             |
| -300   | Less Credits             | (\$623,548.98)         | (\$19,285.02)                | (\$642,834.00)              |
| 3,097  | Multi-family Units       | \$9,705,275.93         | \$207,064.24                 | \$9,912,340.17              |
| -24  | Less Credits             | (\$47,323.24)          | (\$1,463.61)                 | (\$48,786.85)               |
| 3  | Accessory Dwelling Units | \$18,086.33            | \$137.61                     | \$18,223.94                 |
| 160  | Non-residential          | \$1,569,430.51         | \$30,851.83                  | \$1,600,282.34              |
| <b>12,072</b>                                      |                          | <b>\$48,258,912.65</b> | <b>\$979,236.63</b>          | <b>\$49,238,149.29</b>      |

| <b><u>Recap by Agency</u></b> | <b><u>Percent</u></b> | <b><u>Receipts</u></b> | <b><u>Collection Fee</u></b> | <b><u>Total Revenue</u></b> |
|-------------------------------|-----------------------|------------------------|------------------------------|-----------------------------|
| 5,764                         | City of Beaverton     | \$18,481,573.53        | \$419,449.44                 | \$18,901,022.97             |
| 12,072                        | Washington County     | \$48,258,912.65        | \$979,236.63                 | \$49,238,149.29             |
| <b>17,836</b>                 |                       | <b>\$66,740,486.18</b> | <b>\$1,398,686.07</b>        | <b>\$68,139,172.26</b>      |

System Development Charge Report, December 2017

| <u>Recap by Dwelling</u> | <u>Single Family</u> | <u>Multi-Family</u> | <u>ADU</u> | <u>Non-Resident</u> | <u>Total</u>  |
|--------------------------|----------------------|---------------------|------------|---------------------|---------------|
| City of Beaverton        | 2,985                | 2,502               | 0          | 277                 | 5,764         |
| Washington County        | <u>8,836</u>         | <u>3,073</u>        | <u>3</u>   | <u>160</u>          | <u>12,072</u> |
|                          | <u>11,821</u>        | <u>5,575</u>        | <u>3</u>   | <u>437</u>          | <u>17,836</u> |

**Total Receipts to Date** **\$66,740,486.18**

**Total Payments to Date**

|  |                          |                                 |
|--|--------------------------|---------------------------------|
| Refunds                                  | (\$2,066,073.93)         |                                 |
| Administrative Costs                     | (\$18.65)                |                                 |
| Project Costs -- Development             | (\$27,977,891.82)        |                                 |
| <u>Project Costs -- Land Acquisition</u> | <u>(\$25,987,049.96)</u> | <b><u>(\$56,031,034.36)</u></b> |
|  |                          | <b><u>\$10,709,451.82</u></b>   |

| <u>Recap by Month, FY 2017/18</u> | <u>Receipts</u>               | <u>Expenditures</u>             | <u>Interest</u>              | <u>SDC Fund Total</u>         |
|-----------------------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| through June 2017                 | \$60,526,031.83               | (\$52,907,409.41)               | \$2,308,678.69               | \$9,927,301.11                |
| July                              | \$326,030.78                  | (\$1,724,188.90)                | \$13,386.01                  | (\$1,384,772.11)              |
| August                            | \$2,775,889.56                | (\$65,767.06)                   | \$13,311.94                  | \$2,723,434.44                |
| September                         | \$381,907.57                  | (\$51,518.51)                   | \$14,010.03                  | \$344,399.09                  |
| October                           | \$327,259.13                  | (\$1,056,428.63)                | \$17,361.85                  | (\$711,807.65)                |
| November                          | \$795,114.29                  | (\$164,720.44)                  | \$14,799.52                  | \$645,193.37                  |
| December                          | \$1,608,253.02                | (\$61,001.41)                   | \$15,461.97                  | \$1,562,713.58                |
| January                           | \$0.00                        | \$0.00                          | \$0.00                       | \$0.00                        |
| February                          | \$0.00                        | \$0.00                          | \$0.00                       | \$0.00                        |
| March                             | \$0.00                        | \$0.00                          | \$0.00                       | \$0.00                        |
| April                             | \$0.00                        | \$0.00                          | \$0.00                       | \$0.00                        |
| May                               | \$0.00                        | \$0.00                          | \$0.00                       | \$0.00                        |
| June                              | \$0.00                        | \$0.00                          | \$0.00                       | \$0.00                        |
|                                   | <b><u>\$66,740,486.18</u></b> | <b><u>(\$56,031,034.36)</u></b> | <b><u>\$2,397,010.01</u></b> | <b><u>\$13,106,461.83</u></b> |

| <u>Recap by Month, by Unit</u> | <u>Single Family</u> | <u>Multi-Family</u> | <u>Non-Residential</u> | <u>ADU</u>      | <u>Total Units</u>   |
|--------------------------------|----------------------|---------------------|------------------------|-----------------|----------------------|
| through June 2017              | 11,575               | 5,232               | 427                    | 0               | 17,234               |
| July                           | 27                   | 0                   | 2                      | 0               | 29                   |
| August                         | 60                   | 230                 | 4                      | 0               | 294                  |
| September                      | 28                   | 0                   | 2                      | 0               | 30                   |
| October                        | 28                   | 0                   | 0                      | 1               | 29                   |
| November                       | 52                   | 20                  | 0                      | 0               | 72                   |
| December                       | 51                   | 93                  | 2                      | 2               | 148                  |
| January                        | 0                    | 0                   | 0                      | 0               | 0                    |
| February                       | 0                    | 0                   | 0                      | 0               | 0                    |
| March                          | 0                    | 0                   | 0                      | 0               | 0                    |
| April                          | 0                    | 0                   | 0                      | 0               | 0                    |
| May                            | 0                    | 0                   | 0                      | 0               | 0                    |
| June                           | 0                    | 0                   | 0                      | 0               | 0                    |
|                                | <b><u>11,821</u></b> | <b><u>5,575</u></b> | <b><u>437</u></b>      | <b><u>3</u></b> | <b><u>17,836</u></b> |

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

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

## 'Citizen Science' helps Natural Resources track endangered wildlife

by Bill Evans

Citizen Science – research conducted by non-professional scientists – is a practice that THPRD's Natural Resources staff is successfully using to keep track of regionally important animal species and pollinators.

The reason THPRD's in-house experts are entrusting "amateurs" with this important role is pretty straightforward, says Park Ranger Kyle Spinks.

"If I were to do it myself, it would take about two or three weeks," said Spinks, who monitors about a dozen sites throughout the district to estimate populations of northern red-legged frogs.

"We need to know where the frogs are, how many there are, if they are breeding. Spreading the

task among the volunteers helps us get the data a lot faster."

About three years ago, THPRD implemented a program that trains volunteers to identify and monitor amphibian egg masses and provide their data to Spinks.

"We can extrapolate their information to get an idea of the size of the breeding population," he said. "Over time, we get an idea of peak egg mass laying at each site. We can now capture info in a shorter period of time, because we know when amphibians are laying eggs."

Spinks said similar wildlife survey work is done to monitor turtle populations at several THPRD sites.

"We set up our volunteers with binoculars and give them training so they know what they're looking at," he said. "Their species counts help us make better habitat



At the Tualatin Hills Nature Park, THPRD volunteers hunt for amphibian egg masses to estimate frog populations. The district implemented the volunteer program three years ago to help inform habitat management decisions.

management decisions."

The citizen scientists have also helped THPRD identify invasive turtles that were a threat to the native population. Volunteers joined Spinks to trap and remove

non-native turtles. They also learned more about the natives.

"We were able to capture, tag and release native turtles," Spinks said. "Next year, we capture the same turtle, weigh it, measure its

growth, and look for injuries and illness. We're able to monitor the health of the native population as we take out the invasive species."

He said the volunteer program supports the regional effort by THPRD, Metro, and other agencies committed to conservation and habitat preservation programs through education.

"It's been cool to get eighth graders into the water in chest waders to look at egg masses," he added. "It's something most kids never get to experience."



## **CULTURE & COMMUNITY**

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### **Holiday gift drive nets record participation**

The results are in on the Tualatin Hills Park & Recreation District's annual holiday giving drive, held in December.

The number of gifts collected from patrons and THPRD staff surpassed 600; more than double the previous year. Those gifts helped create a brighter holiday for 24 Beaverton-area families — 11 more than the previous year — and 149 individuals.

In addition, more than 1,000 pounds of linens, towels and personal hygiene products were donated to the Union Gospel Mission's LifeChange for Women and Their Children program in Beaverton; at least triple the amount of last year. The volume exceeded the program's capacity so the surplus was donated to Beaverton High School and Merlo Station High School, according to a THPRD press release.

"I see the gift drive as a way to reach out and connect THPRD to some of the most vulnerable families in our community," said Jose Esparza, community engagement specialist, who led the effort. "We want to make them feel welcome, even before they step into a THPRD center."

## **Tualatin Hills Park & Recreation District to begin spring registration**

**Spanish-language assistance to be made available by phone on Saturday, March 3.**

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Online and phone registration for the Tualatin Hills Park & Recreation District's spring programs, classes, activities and events will be open to in-district residents starting at 8 a.m. Saturday, March 3.

People registering by computer for the first time must establish an online account in advance at [www.thprd.org/activities](http://www.thprd.org/activities). People registering by phone should call 503-439-9400 between Saturday, March 3 and Tuesday, March 6. Starting Wednesday, March 7, people can call any THPRD recreation or aquatic center, or the administration office.

Class descriptions and schedules, along with registration instructions and forms, are in THPRD's winter/spring activities guide, which is online at [www.thprd.org](http://www.thprd.org). The book also is available in hard copy at park district centers, the administration office and certain community locations, including all Beaverton-area libraries.

Registrants should have class information, credit card or debit information, and a valid THPRD residency card when they enroll.

Questions in advance may be directed to 503-645-6433.

THPRD will offer, on a limited basis, Spanish language assistance during phone-in registration for classes and programs. The service will be available from 8 a.m. to 6 p.m. Saturday, March 3.

For residents living outside the Tualatin Hills district, registration will begin at 8 a.m. Monday, March 5.



# *Spring Registration*

**Begins Saturday,  
March 3 at 8 am**

(Monday, March 5, for those outside THPRD boundaries)

**TO REGISTER: Visit [thprd.org/portal](http://thprd.org/portal)  
Questions? Call 503-645-6433**



**[thprd.org](http://thprd.org)**

