



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

**Board of Directors Regular Meeting  
February 6, 2012  
6:00 p.m. Executive Session; 7:00 p.m. Regular Meeting  
HMT Recreation Complex, Peg Ogilbee Dryland Meeting Room  
15707 SW Walker Road, Beaverton**

**AGENDA**

- 6:00 PM 1. Executive Session\*
- A. Legal
  - B. Land
- 7:00 PM 2. Call Regular Meeting to Order
- 7:05 PM 3. Action Resulting from Executive Session
- 7:10 PM 4. [Presentation: Parks Advisory Committee](#)
- 7:25 PM 5. [Public Hearing: Resolution Amending District Compiled Policies Chapter Five to include Sustainable Purchasing](#)
- A. Open Hearing
  - B. Staff Report
  - C. Public Comment\*\*
  - D. Board Discussion
  - E. Close Hearing
  - F. Board Action
- 7:35 PM 6. Audience Time\*\*
- 7:40 PM 7. Board Time
- 7:45 PM 8. Consent Agenda\*\*\*
- A. [Approve: Minutes of January 9, 2012 Regular Meeting](#)
  - B. [Approve: Monthly Bills](#)
  - C. [Approve: Monthly Financial Statement](#)
  - D. [Approve: Resolution Appointing Natural Resources & Trails Advisory Committees Members](#)
  - E. [Approve: Resolution Authorizing Annexation of Properties in North Bethany During 2012 per ORS 198.857\(2\)](#)
  - F. [Award: Jordan Trail Construction Contract](#)
  - G. [Award: Sunset Swim Center Seismic Upgrade Contract](#)
  - H. [Award: Schiffler Park Construction Contract](#)
- 7:50 PM 9. Unfinished Business
- A. [Update: Community Garden Program](#)
  - B. [Information: General Manager's Report](#)
- 8:10 PM 10. New Business
- A. [Approve: Tualatin Valley Water District Request for Temporary Construction and Permanent Easements for a Water Line along a Segment of the Fanno Creek Trail](#)
- 8:30 PM 11. 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:** 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:** February 1, 2012  
**TO:** The Board of Directors  
**FROM:** Doug Menke, General Manager

**RE:** Information Regarding the February 6, 2012 Board of Directors Meeting

### Agenda Item #4 – Parks Advisory Committee

Attached please find a memo from Keith Hobson, Director of Business & Facilities, reporting that Miles Glowacki and Greg Cody, current and past Parks Advisory Committee Chairs, will be at your meeting to highlight the activities of the Committee during the past year as well as their goals for the coming year.

### Agenda Item #5 – Resolution Amending District Compiled Policies Chapter Five to include Sustainable Purchasing

Enclosed please find a memo from Keith Hobson, Director of Business & Facilities, requesting the Board of Directors, acting as the Local Contract Review Board, conduct a Public Hearing regarding amending the District's Public Contracting Rules contained in Chapter 5 of the District Compiled Policies (DCP). Keith will be at your meeting to provide an overview of the memo and to answer any questions the Board may have.

**Action Requested:** Upon completion of the Public Hearing, the Board of Directors, acting as the Local Contract Review Board, approve Resolution 2012-03 amending the District Compiled Polices Chapter 5 to include sustainable purchasing requirements.

### **Agenda Item #8 – Consent Agenda**

Attached please find Consent Agenda items #8A-H for your review and approval.

**Action Requested:** Approve Consent Agenda Items #8A-H as submitted:

- A. Approve: Minutes of January 9, 2012 Regular Meeting
- B. Approve: Monthly Bills
- C. Approve: Monthly Financial Statement
- D. Approve: Resolution Appointing Natural Resources & Trails Advisory Committees Members
- E. Approve: Resolution Authorizing Annexation of Properties in North Bethany During 2012 per ORS 198.857(2)
- F. Award: Jordan Trail Construction Contract
- G. Award: Sunset Swim Center Seismic Upgrade Contract
- H. Award: Schiffler Park Construction Contract

### **Agenda Item #9 – Unfinished Business**

- A. Community Garden Update

Attached please find a memo from Jim McElhinny, Director of Park & Recreation Services, providing an update regarding the District's Community Garden Program. Jim and Lisa Novak, Superintendent of Programs & Special Activities, will be at your meeting to provide an overview of the memo and to answer any questions the Board may have.

**B. General Manager's Report**

Attached please find the General Manager's Report for the February Regular Board meeting.

**Agenda Item #10 – New Business**

**A. Tualatin Valley Water District Request for Temporary Construction and Permanent Easements for a Water Line along a Segment of the Fanno Creek Trail**

Attached please find a memo from Hal Bergsma, Director of Planning, regarding temporary construction and permanent easements being requested by Tualatin Valley Water District (TVWD) for a water line along a section of the Fanno Creek Trail. Hal will be at your meeting to provide an overview of the memo and to answer any questions the Board may have.

**Action Requested: Board of Directors:**

- 1. Approval of TVWD's request for the permanent and temporary construction easements as described herein; and**
- 2. Authorization for the General Manager or his designee to execute documents for the dedication/granting of the easements.**

**Other Packet Enclosures**

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



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## MEMO

**DATE:** January 26, 2012  
**TO:** Doug Menke, General Manager  
**FROM:** Keith Hobson, Director of Business & Facilities

**RE:** **Parks Advisory Committee**

The Parks Advisory Committee will be in attendance at the February 6, 2012 Board of Directors meeting to make their annual presentation to the Board. Miles Glowacki and Greg Cody, current and past Committee Chairs, will highlight the activities pertaining to the Committee during the past year as well as their goals for the coming year.

Attached please find the current Parks Advisory Committee roster.





# Tualatin Hills Park & Recreation District

## PARKS

### ADVISORY COMMITTEE ROSTER

Last Updated: 1/26/12

<i>Committee Member</i>	<i>Member Since</i>	<i>Address</i>	<i>Phone</i>	<i>Email</i>	<i>Term Expires</i>
Miles Glowacki Chair	June 2011	13985 SW Todd St Beaverton 97006	503/720-3768	mil.glow@gmail.com	2013
Greg Cody	February 2010	13955 SW Barlow Place, Beaverton 97008	503/644-4720	gregcody@verizon.net	2013
Carol Rogat	February 2010	12300 SW Berryhill Lane, Beaverton 97008	503/641-6516	crogat@comcast.net	2012
Blair Thomas	June 2010	809 NW 175 <sup>th</sup> Pl Beaverton 97006	503/690-0210	bthomaspx@yahoo.com	2012
Sue Rimkeit	June 2011	6592 SW 88 <sup>th</sup> Place Portland 97223	503/245-4800	srinkeit@comcast.net	2014
<i>Ex-Officio Member</i>	<i>Representing</i>	<i>Address</i>	<i>Phone</i>	<i>Email</i>	<i>Term Expires</i>
Dave Chrisman	Staff THPRD	15707 SW Walker Road, Beaverton 97006	503645/6433	dchrisma@thprd.org	N/A
Mike Janin	Staff THPRD	15707 SW Walker Road, Beaverton 97006	503645/6433	mjanin@thprd.org	N/A



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## MEMO

**DATE:** January 25, 2012  
**TO:** Doug Menke, General Manager  
**FROM:** Keith Hobson, Director of Business & Facilities  
**RE:** **Resolution Amending District Compiled Policies Chapter Five to include Sustainable Purchasing**

### **Introduction**

Staff is requesting the Board of Directors, acting as the Local Contract Review Board, to conduct a public hearing regarding amending the District Public Contract Rules contained in Chapter 5 of the District Compiled Policies (DCP). Pending outcome of the public hearing, staff requests that the Board approve the resolution adopting the proposed changes, to include requirements that establish a Sustainable Purchasing Policy.

### **Background**

The Oregon Public Contracting Code (OPCC) requires the Attorney General to adopt model rules of procedure appropriate for use by state agencies and local governments. Local agencies may either accept and follow the model rules, or adopt their own purchasing rules in accordance with state purchasing statutes. While the District largely follows the Attorney General's model rules, the District did adopt its own rules to specify certain exceptions from the model rules. The District purchasing rules have been codified in Chapter 5 of the DCP (DCP Chapter 5).

The Sustainability Program approved by the Board of Directors in March 2008 included the goal to create a sustainable costing model, a financial model to measure the true cost of sustainable activities. This model was completed and has been used by staff in selected departments on a pilot basis to test its viability.

The Sustainability Program update in March 2010 acknowledged the creation of the costing model, but established the goal of a broader Sustainable Purchasing Policy that included this costing model. At the last Sustainability Program update in November 2011, we noted that staff had been working on the creation of a Sustainable Purchasing Policy for some time and expected to bring it to the Board shortly.

At the January 9, 2012 Board meeting, staff presented a draft of the proposed changes to DCP Chapter 5 for review and discussion. Board direction at that meeting was to proceed to schedule the public hearing to approve the changes.

### **Proposal Request**

Staff is requesting that the Board of Directors, acting as the District's Local Contract Review Board, amend DCP Chapter 5 to reflect the proposed changes. Attached is a marked-up version of DCP Chapter 5, labeled as Exhibit A of the resolution (Attachment 1), which identifies the proposed amendment. The OPCC requires that the Park District hold a public hearing prior

to amending the Contracting Rules and Procedures. Notice of the public hearing has been properly published and posted.

The proposed changes to DCP Chapter 5 and the attached resolution have been reviewed by District legal counsel. The resolution makes these changes effective as of July 1, 2012.

At the January 9 Board meeting, staff provided a draft of the proposed implementing procedures for these changes to DCP Chapter 5. Staff has continued to refine these procedures and prepare them for implementation. A marked-up version of these procedures is also attached showing the changes to them since they were last shared with the Board of Directors (Attachment 2). These procedures will continue to need additional refinement prior to implementation.

### **Benefits of Proposal**

The proposed changes to DCP Chapter 5 will fulfill a long-standing District goal to enact a Sustainable Purchasing Policy. This continues the District commitment to sustainable practices as specified in Comprehensive Plan goals and objectives.

The sustainability criteria included in the proposed additions are stated broadly enough to allow staff to use currently available sustainable product standards and to change procedures to use new standards as they become available.

### **Potential Downside of Proposal**

The proposed changes to DCP Chapter 5 have the potential to add to the complexity of District purchasing activity. However, the implementing procedures and the proposed staff training are intended to mitigate the increased complexity. The proposed changes also have the potential to add to the cost of District purchasing; although as sustainable purchasing becomes more standard, the cost impacts should continue to decrease. The policy, as drafted, is intended to provide enough flexibility in the implementing procedures to avoid significant cost impacts.

### **Action Requested**

Upon completion of the Public Hearing, the Board of Directors, acting as the Local Contract Review Board, approve Resolution 2012-03 amending the District Compiled Polices Chapter 5 to include sustainable purchasing requirements.

**RESOLUTION NO. 2012-03**

TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

**A RESOLUTION AMENDING DISTRICT COMPILED POLICIES CHAPTER FIVE,  
TO ADD SUSTAINABLE PURCHASING**

**WHEREAS**, in 2009 the Tualatin Hills Park & Recreation District Board of Directors adopted new district policies chapters as District Compiled Policies (DCP) to make them more useful and readable. DCP Chapter 5 includes the provisions related to Public Contracts and Agreements;

**WHEREAS**, the Tualatin Hills Park & Recreation District desires to update DCP Chapter 5, to include Sustainable Purchasing policies specific to goods and services;

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

**Section 1.** Section 5.18, Sustainable Purchasing, is added to DCP Chapter 5 and Chapter 5 is amended to read as shown in Exhibit A attached to this resolution.

**Section 2.** The new Section 5.18 takes effect July 1, 2012, the next fiscal year.

**Section 3.** This resolution takes effect upon its approval by the Board of Directors.

Adopted by the Board of Directors this 6<sup>th</sup> day of February 2012.

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Bob Scott  
Board President

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Larry Pelatt  
Board Secretary

ATTEST:

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Jessica Collins  
Recording Secretary

## DISTRICT COMPILED POLICIES

## CHAPTER 5 – PUBLIC CONTRACTS &amp; AGREEMENTS

## 5.01 Public Contracts Generally

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

## 5.02 Definitions

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

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

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

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

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

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

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

**LOCAL CONTRACT REVIEW BOARD (LCRB)**, the Board.

# DISTRICT COMPILED POLICIES

## ***PERSONAL SERVICES,***

- (A) Includes those services that require specialized technical, creative, professional or communication skills or talents, unique and specialized knowledge, or the exercise of discretionary judgment, and for which the quality of the service depends on attributes that are unique to the service provider. Such services include architects, engineers, surveyors, attorneys, accountants, auditors, agents of record, computer programmers, land acquisition specialists, property managers, artists, designers, performers and consultants. The Manager has authority to determine whether a particular service is a “personal service” under this definition.
- (B) Personal Services do not include contracts primarily for equipment, supplies or materials. For example, a contract to supply all hardware and standard software is not Personal Services, but a contract with a technology consultant to design or develop a new computer system is Personal Services.

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

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

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

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

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

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

## **5.03 Personal Services**

- (A) Exempt Personal Service Contracts. Exempt Personal Service contracts are defined by the LCRB, and are exempt from the public procurement procedures

## DISTRICT COMPILED POLICIES

and may be executed by direct appointment. The following contracts are considered exempt by the District:

- (1) Contracts existing on July 11, 2005; and
  - (2) Contracts for accounting, legal, underwriting, and investment, financial and insurance advising services, and instructional services.
- (B) Direct Appointment (Under \$50,000). Personal service contracts may be entered into directly with a Consultant if the estimated fee to be paid under the contract does not exceed \$50,000.
- (C) Informal Selection Process (\$50,000 – \$150,000).
- (1) The use of the informal selection procedures described in OAR 137-048-0210 and OAR 137-047-0270 will be used to obtain a contract if the estimated fee is expected to be \$50,000 or more and not to exceed \$150,000.
  - (2) The selection may be based on criteria including, but not limited to, each proposer's:
    - (a) Particular capability to perform the services required;
    - (b) Experienced staff available to perform the services required, including each proposer's recent, current and projected workloads;
    - (c) Performance history;
    - (d) Approach and philosophy used in providing services;
    - (e) Fees or costs; and
    - (f) Geographic proximity to the project or the area where the services are to be performed.
  - (3) Price may be considered, but need not be the determining factor. Proposals may also be solicited by using a written RFP, at the District's discretion.
- (D) Formal Selection Process (Over \$150,000). The use of the formal selection procedures described in OAR 137-048-0220 and ORS 279B.060 will be used to obtain a contract if the estimated fee is expected to exceed \$150,000.

### 5.04 Delegation

- (A) Except as otherwise provided in the Local Rules, the powers and duties of the LCRB under public contract law must be exercised and performed by the Board.
- (B) Unless expressly limited by the LCRB, the Model Rules or Local Rules, all powers and duties given or assigned to contract agencies by public contract law

## DISTRICT COMPILED POLICIES

may be exercised or performed by the Manager, including the authority to enter into emergency contracts under ORS 279B.080.

- (C) All public contracts estimated to cost \$150,000 or more in a fiscal year must be approved by the Board.
- (D) All public contracts estimated to cost less than \$150,000 in a fiscal year may be entered into by the Manager without Board approval. However, either the Board or the Manager may enter into emergency contracts under DCP 5.11, regardless of dollar limits, subject to ORS 294.455.

### **5.05 Special Procurements and Exemptions**

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

### **5.06 Small Procurements (Under \$5,000)**

- (A) Public contracts under \$5,000 are not subject to competitive bidding requirements. The Manager will make a reasonable effort to obtain competitive quotes in order to ensure the best value for the District.
- (B) The District may amend a public contract awarded as a small procurement beyond the \$5,000 limit in accordance with OAR 137-047-0800, provided the cumulative amendments do not increase the total contract price to more than 125% of the original contract price.

### **5.07 Intermediate Procurements**

- (A) A contract for procurement of goods and services estimated to cost between \$5,000 and \$150,000 in a fiscal year, or a contract for a public improvement that is estimated to cost between \$5,000 and \$150,000 in a fiscal year may be awarded according to the processes for intermediate procurements described in ORS 279B.070.
- (B) The District may amend a public contract awarded as an intermediate procurement beyond the stated limitations in accordance with OAR 137-047-



## DISTRICT COMPILED POLICIES

0800, provided the cumulative amendments do not increase the total contract price to more than 125% of the original contract price.

### **5.08 Electronic Advertising**

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

### **5.09 Notice of intent to award certain contracts**

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

### **5.10 Methods for Awarding Contracts Using RFP Process**

- (A) In making an award using the RFP process in ORS 279B.060, the District may use any evaluation method determined to be most appropriate for the selection process, including the processes described in ORS 279B.060(6)(b), as well as direct appointment of personal services contracts if direct appointment is determined to be most advantageous to the District. The evaluation process used

## DISTRICT COMPILED POLICIES

must be stated in the RFP. OAR 137-047-0261 through 137-047-0263 apply to evaluation of proposals.

- (B) The District may require prequalification of bidders or proposers as stated in ORS 279B.125 for public improvement contracts in excess of \$300,000.

### 5.11 Emergency Contracts

- (A) The President or Manager has the authority to determine when emergency conditions exist sufficient to warrant an emergency contract. The nature of the emergency and the method used for the selection of the contractor must be documented.
- (B) Emergency contracts may be awarded as follows:
  - (1) Goods and Services. Emergency contracts for procurement of goods and services may be awarded under ORS 279B.080 and DCP 5.04.
  - (2) Public Improvements. The District adopts OAR 137-049-0150 as its contracting rules for awarding a public improvement contract under emergency conditions.

### 5.12 Disposal of Surplus Property

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

## DISTRICT COMPILED POLICIES

- (3) Disposal. Surplus property determined to be of insufficient value to merit auction or donation may be disposed of in any appropriate manner.

### 5.13 Prequalification

- (A) The District will allow prequalification for specifically the 2008 Bond trail projects valued at \$1 million or more.as authorized by ORS 279C.430 using forms approved by the Manager.
- (B) The Manager will determine qualifications based on the factors listed in ORS 279C.375(3)(b):
  - (1) The financial resources of the applicant, including insurance and bonding capacity, solvency and past payment history with employees, subcontractors and suppliers.
  - (2) The equipment and technology of the applicant available to perform the contract, including licensing and contract rights to use equipment and technology.
  - (4) The key personnel of applicant available to perform the contract, including their experience and capabilities as demonstrated by performance on comparable contracts.
  - (5) Holds current licensees that business or service professional operating in this state must hold in order to undertake or perform work specified in the contract.
  - (6) Completed previous contracts of a similar nature with a satisfactory records of performance, including planning, phasing, and scheduling; safety programs and records; compliance with local, state and federal laws relating to employment; dispute resolution; and references from owners, engineers and other contract agencies.
  - (7) Has a satisfactory record of integrity, and may consider, previous criminal convictions for offenses related to obtaining or subcontracting or in the connection with the bidders performance of a contract or subcontract.
- (C) The Manager will notify applicants of qualification or disqualification within 30 days of applications. Applicants may appeal disqualifications by filing a written notice of appeal with the Manager within three days of receipt of notice of disqualification. The District presumes receipt at the earliest of date of personal delivery, facsimile, actual oral or written notice, or three days after mailing of a notice of disqualification.

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- (D) The Manager may debar a prospective bidder or proposer for the reasons listed in ORS 279C.375(3)(b). The Manager must provide written notice of such determination to the person or applicant and comply with the decision requirements of ORS 279C.375(4).

### **5.14 Appeals of Prequalification Decisions and Debarment Decisions**

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

- (A) Notices must be submitted in writing to the Manager. Appeals filed after the filing period stated in ORS 279B.425 will not be considered.
- (B) Upon opening of the hearing, District staff will explain the decision being appealed and the justification thereof. The appellant will then be heard. Time for the appellant's testimony will be established by the President. The appellant may submit any testimony or evidence relevant to the decision or the appeal. Any party requesting time to testify in support of the appeal will then be heard, subject to time limits established by the President.
- (C) Once all testimony and evidence in support of the appeal is heard, any party requesting time to testify in support of the District decision will be heard, with time limits set by the President. Any party testifying in opposition to the appeal may submit any testimony or evidence relevant to the decision or the appeal. Once all testimony in opposition to the appeal has been heard, the appellant may request time to provide rebuttal testimony. At the conclusion of the rebuttal testimony, if any, the President will close the hearing.
- (D) When issued in writing according to the requirements of ORS 279B.425, the LCRB decision is final.

### **5.15 Concession Agreements**

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

### **5.16 Purchases from Federal Catalogs**

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

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### 5.17 Intergovernmental Agreements

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

### 5.18 Sustainable Purchasing

- (A) Purpose. *To ensure that staff know what authority they have to make sustainable purchases that are not specified in normal purchasing guidelines by defining how and when to use the sustainable cost model while defining exceptions to the lowest cost criteria frequently applied to other purchases. All purchases will be made in accordance with existing policies (such as THPRD Operational Policies & Procedures 2.02.01 through 2.02.06).*
- (B) Policy. *It shall be the policy of the Tualatin Hills Park & Recreation District (THPRD) to ensure that goods and services are purchased in a sustainable manner that provides environmental, social, and economic benefits. Sustainable purchasing shall be based on appropriate standards/criteria and may include a consideration of life cycle costs of products.*
- (C) General Criteria
  - (1) *THPRD will purchase items with the highest level of sustainable attributes possible, in compliance with applicable purchasing laws and regulations.*
    - (a) *Staff will seek to utilize to the fullest extent possible “environmentally friendly” or “green” products which, to whatever extent possible, have sustainable attributes.*
    - (b) *THPRD will use appropriate standards/criteria to document sustainable purchasing. The General Manager will establish these*

## DISTRICT COMPILED POLICIES

*standards and may amend them from time to time in accordance with this policy.*

*(c) For purchases where there are no appropriate standards/criteria, THPRD will develop and maintain a list of acceptable “green product” resources.*

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

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

### *(D) Solicitation for Sustainable Services*

*(1) Service contracts shall include sustainability criteria to highlight the importance of sustainability issues to THPRD and to ensure that priority issues are addressed with vendors. Sustainability criteria can be incorporated into service contracts to set both minimum performance standards that all vendors must meet and further optional criteria that they are encouraged to achieve.*

*(a) All Requests for Proposals (RFP) will include, where appropriate, criteria to evaluate sustainable practices, materials, services and design work by consultants.*

*(b) When determining criteria for an RFP, staff should consider not only the direct service provided, but can also consider the operations of the contractor’s business and past projects and how they incorporated sustainable practices.*

*(c) The selection may be based on criteria including, but not limited to, environmental, and social sustainability factors, or sustainability factors related to services.*

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

**Sustainable Purchasing Policy — Procedures****2.02.11**

Date:	Supersedes Policy: Not applicable
Adopted by: Doug Menke General Manager	Implemented by: Keith D. Hobson Director of Business & Facilities
Signature: _____	Signature: _____
Date: _____	Date: _____

**PURPOSE**

The purpose of this policy is to establish guidelines for purchasing that support the policy described below. It ensures that staff know what authority they have to make sustainable purchases that are not specified in normal purchasing guidelines by defining how and when to use the sustainable cost model while defining exceptions to the lowest cost criteria frequently applied to other purchases. All purchases will be made in accordance with existing policies ~~(such as 2.02.01 through 2.02.06).~~

**POLICY**

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

**PROCEDURE**

In the event that the Partners for a Sustainable Washington County Community (PSWCC) staff develop criteria for a purchasing plan, THPRD's Sustainability Committee or appropriate staff will review and consider if THPRD will adopt PSWCC's criteria. Until such time, THPRD staff should follow the below described procedure for purchases that require preauthorization per THPRD's purchasing rules (currently >\$50):

**I. General Criteria**

A. THPRD will use appropriate standards/criteria to ensure and document sustainable purchasing and will purchase items with the highest level of sustainable attributes possible, in compliance with applicable purchasing laws and regulations.

1. The State of Oregon's Procurement Office actively supports sustainability and incorporates all reasonable sustainability practices into contracts and price agreements. THPRD staff may view statewide contracts and price agreements on the Oregon Procurement Information Network (ORPIN). Instructions on how to access ORPIN may be found in Appendix A.

2. ~~For small purchases that are exempt from procurement, staff should select products from vendors listed in ORPIN. In 2008 the City of Portland City Council passed the Sustainable Procurement Policy, which is an effort to spend public funds on goods and services that minimize negative environmental impacts, are fair and socially just, and make economic sense, now and in the long term. Instructions on how to access the City of Portland's information may be found in Appendix B.~~

B. For purchases where there are no appropriate standards/criteria, THPRD will develop and maintain a list of acceptable "green product" resources, currently detailed in

Appendix ~~BC~~ and will be available on Inside THPRD.

- C. THPRD will continue to maintain a strong commitment to environmental protection, and staff will seek to utilize to the fullest extent possible “environmentally friendly” or “green” products which, to whatever extent possible, have sustainable attributes as described in Appendix ~~CD~~ and will be available on Inside THPRD.
1. For purchases requiring quotes, staff cannot specify a brand name, but (s)he can specify acceptable standards. Be specific about the performance requirement expectations. For example, state that recycled-content products should contain at least 30% post-consumer use materials.
  2. If two or more products being evaluated are of comparable quality, staff should use the lowest cost among products meeting acceptable standards.
- D. Per District Compiled Policy 5.~~XX~~-18 – Sustainable Purchasing, all single-item purchases over \$50,000 or weighing more than 1,000 pounds must use THPRD’s sustainability costing model as a basis of product selection. The THPRD sustainability cost model and user manual can be found on Inside THPRD (intranet) under the Operations Analysis section. The user manual is a detailed step-by-step document that explains how to use the sustainability costing model. This document is attached to the sustainable purchasing procedures in Appendix ~~DE~~.

The Life Cycle Cost (LCC) of a product as included in the sustainability cost ~~model~~, model will account for the following cost impacts:

- Purchase price, installation costs and operating costs of the goods (including preventative and ongoing maintenance)
- Transportation of the goods to THPRD including shipping from the manufacturer to THPRD as well as shipping from the point of origin to the manufacturer when known
- Utility or energy consumption during the lifetime use of the goods
- Storage and disposal costs of the goods and related packaging

The THPRD sustainability cost model calculates the total LCC per year of useful life of a product, as well as an estimate of the total number of pounds of carbon dioxide equivalents (CO<sub>2</sub>e) generated over the lifetime use of the good. By calculating both of these factors, the sustainable cost model can be used to evaluate different product options on a comparative basis other than price alone.

The THPRD sustainability cost model is a tool available to any staff member wishing to understand the life cycle cost and/or greenhouse gas impact of a purchased good. The model, although required for larger dollar purchase, may be used for any level of expenditure.

In those instances where it is deemed impractical to procure the sustainable item, a specific explanation for the finding must be included in the purchasing record. If the initial cost from a selection based on the sustainability cost model exceeds the initial cost of the least-cost selection by more than 10%, the life cycle costing requirement may be waived.

- E. Nothing contained in this policy shall be construed as requiring a buyer or contractor to



procure products or services that do not perform adequately for their intended use, or exclude adequate competition, procure products or services that are not available at a reasonable price, or available within a reasonable time frame.

#### II. Solicitation for Sustainable Services

- A. Including sustainability criteria in THPRD service contracts highlights the importance of sustainability issues to THPRD and ensures that priority issues are addressed with vendors. Sustainability criteria ~~can be~~ incorporated into service contracts to set both minimum performance standards that all vendors must meet and further optional criteria that they are encouraged to achieve.
- B. When THPRD solicits Requests for Proposals (RFP), the following Procedures will be performed:
1. All ~~Requests for Proposals (RFPs)~~ will include criteria to evaluate sustainable practices, materials, services and design work by consultants, where possible.
  2. When determining criteria for an RFP, staff should consider not only the direct service provided, but can also consider the operations of the contractor's business and past projects and how they incorporated sustainable practices.
  3. Standard scoring for RFPs will dedicate no less than 10%, and no more than 20% of the total selection criteria to criteria addressing sustainable practices, materials, services and design work, depending on the nature of the contract.
  4. The standards listed in Appendix ~~EE~~ highlight some areas where staff can prompt THPRD's service providers to incorporate sustainability into their contracted service delivery and to their operations in general. The selection may be based on criteria including, but not limited to, environmental sustainability factors, social sustainability factors or sustainability factors related to services.

#### III. Responsibility

- A. It will be the responsibility of each employee initiating a purchase to comply with the Sustainable Purchasing ~~Guidelines Procedures~~ as described above. Failure to follow these guidelines will result in a rejection of the purchase request. It will also be the responsibility of each employee initiating a purchase under state contract or joint procurement agreement to ensure that this procurement meets the Sustainable Purchasing ~~Guidelines Procedures~~.
- B. It will be the responsibility of the Business & Facilities Division to maintain a listing of acceptable environmental standards such as is ~~detained detailed~~ in the attached Appendices ~~BC~~ and ~~CD~~. The updated lists will be maintained on the Inside THPRD intranet site. It will also be the responsibility of the Business & Facilities Division to maintain a list of state contracts or joint purchasing agreements that have been deemed to meet the Sustainable Purchasing ~~Guidelines Procedures~~.
- C. It will be the responsibility of prospective vendors of goods to provide evidence of meeting the acceptable standards used in the procurement. Where purchases are subject to life cycle cost analysis or a sustainability criteria within a Request for Proposals, it will be the prospective vendor's responsibility to provide necessary information to complete these assessments. Failure of vendors to provide the requested information may result in their disqualification from consideration for the procurement.

- D. It will be the responsibility of the Sustainability Council, comprised of THPRD staff, to periodically review purchases to promote enhanced application of the policy. It will also be the responsibility of the Sustainability Council to periodically review and update the standards and criteria detained in Appendices BC and CD.

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**Appendix A - Access to Oregon Procurement Information Network (ORPIN)**

THPRD staff may view statewide contracts and price agreements on ORPIN by following the below instructions:

1. Go to [orpin.oregon.gov](http://orpin.oregon.gov)
2. In the left hand column under Menu, select Browse.
3. In the left hand column under Menu, select Browse Contracts.
4. In the main window titled Browse Contracts, under the Search in the Keywords field, enter the type of contract to search (example: janitorial). Either hit Enter or click on Submit.
5. The search results will list the Suppliers with whom the State of Oregon has a contract.
6. To view a contract, select the underlined Contract #. The contract will outline general terms of the agreement and any sustainable practices the vendor performs.
7. To view a list of products to compare sustainability attributes, please visit the vendor's specific website.

Appendix B - City of Portland Sustainable Procurement

Provide instructions once available

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**Appendix BC - Acceptable "Green Product" Standards**

Listed below are currently approved sustainable product standards websites that staff may use to evaluate purchases.

Building Practices and Indoor Air Quality	<ul style="list-style-type: none"> <li>▪ Green Building Council (LEED) - <a href="http://www.usgbc.org/leed">www.usgbc.org/leed</a></li> </ul>
Electronics and Appliances	<ul style="list-style-type: none"> <li>▪ Electronic Product Environmental Assessment Tool (EPEAT) - <a href="http://www.epeat.net">www.epeat.net</a></li> <li>▪ Energy Star - <a href="http://www.energystar.gov/purchasing">www.energystar.gov/purchasing</a></li> </ul>
Food	<ul style="list-style-type: none"> <li>▪ Fair Trade USA - <a href="http://www.fairtradeusa.org">www.fairtradeusa.org</a></li> <li>▪ Food Alliance Certified - <a href="http://foodalliance.org">foodalliance.org</a></li> <li>▪ Marine Stewardship Council's Blue Eco-Label - <a href="http://www.msc.org">www.msc.org</a></li> <li>▪ Protected Harvest Certified - <a href="http://www.protectedharvest.org">www.protectedharvest.org</a></li> <li>▪ Rainforest Alliance Certified - <a href="http://www.rainforest-alliance.org">www.rainforest-alliance.org</a></li> <li>▪ USDA Organic - <a href="http://www.ams.usda.gov/AMSV1.0/nop">www.ams.usda.gov/AMSV1.0/nop</a></li> </ul>
Multiple Areas	<ul style="list-style-type: none"> <li>▪ Ecologo - <a href="http://www.ecologo.org">www.ecologo.org</a></li> <li>▪ Environmental Choice - <a href="http://www.environmentalchoice.com">www.environmentalchoice.com</a></li> <li>▪ Environmental Protection Agency (EPA) - <a href="http://www.epa.gov/enviro/index.html">www.epa.gov/enviro/index.html</a></li> <li>▪ Green Guard - <a href="http://www.greenguard.org">www.greenguard.org</a></li> <li>▪ Green Seal - <a href="http://www.greenseal.org">www.greenseal.org</a></li> <li>▪ Scientific Certification Systems - <a href="http://www.scscertified.com">www.scscertified.com</a></li> </ul>
Paper and Forest Products	<ul style="list-style-type: none"> <li>▪ Chlorine Free Products Association - <a href="http://www.chlorinefreeproducts.org">www.chlorinefreeproducts.org</a></li> <li>▪ Forest Stewardship Council - <a href="http://www.fsc.org">www.fsc.org</a></li> </ul>
Renewable Energy	<ul style="list-style-type: none"> <li>▪ Green-e - <a href="http://www.green-e.org">www.green-e.org</a></li> </ul>

**Appendix CD - Purchases Not Covered Under Acceptable “Green Product” Standards List**

For purchases that do not fall under the list of acceptable “green product” standards (Appendix B), staff will seek to utilize to the fullest extent possible “environmentally friendly” or “green” products which, to whatever extent possible, have the following attributes or qualities:

- Durable, as opposed to single use or disposable items
- Made of recycled materials, maximizing post-consumer content
- Non-toxic or minimally toxic, preferably biodegradable
- Highly energy efficient in production and use
- Can be recycled, but if not recyclable, may be disposed of safely
- Made from raw materials obtained in an environmentally sound sustainable manner
- Manufactured in an environmentally sound, sustainable manner by companies with good environmental track records
- Cause minimal or no environmental damage during normal use or maintenance
- Shipped with minimal packaging (consistent with care of the product), preferably made of recycled and/or recyclable materials
- Produced locally or regionally (to minimize the environmental costs associated with shipping)

Appendix ~~DE~~ – THPRD sustainability cost model user manual

*From Inside THRPD*

# Tualatin Hills Park & Recreation District Sustainability Cost Model User Manual

**Sustainability Cost Model User Manual**

**Overview**

A sustainability financial costing model has been developed to understand the true costs of sustainable activities from cradle to grave (lifecycle). The model includes cost benefit analyses of purchasing options, budgeting considerations, life cycle effects including pollution, waste generation, energy consumption, recycled material content, and impact on human health and nature.

The sustainability cost model is to be used in making purchasing decisions. It will help to determine the pounds of carbon dioxide emissions produced by the selection of a particular product, as well as the lifecycle costs of the product from acquisition to disposal. The model can also be used to compare up to four product options to determine the best procurement choice based on total lifecycle costs and carbon dioxide emissions produced.

**Model Use**

The sustainability cost model requires data input from the user in both units and dollars. Unit input cells are indicated in yellow, while dollar input cells are indicated in blue. Grey cells will automatically calculate and require no input. To begin, enter the name of the product under consideration with the number of years of useful life expected and the weight of the product in pounds. For products that will be used immediately (such as paper, chemicals, supplies) enter "1" for the "Useful Life (Years)."

<b>Product:</b>	Product Number 1	Enter Product Name
	Fertilizer	
	1	
<b>Useful Life (Years):</b>	500	Enter number of years
<b>Product Weight (in Pounds):</b>		Enter pounds of product

**Preacquisition Costs**

Once you have specified the initial product information, you will need to answer several qualitative, preacquisition questions about the product.

	Qualitative	Y/N
<b>Preacquisition Costs</b>		
Local Purchase	Enter "Y" for Yes, "N" for No	
Local Manufacturer	Enter "Y" for Yes, "N" for No	
Local Service	Enter "Y" for Yes, "N" for No	
Recycle Content (% recycled)- <b>all items except paper</b>	Enter "Y" for Yes, "N" for No	
<b>Paper Recycle Content</b> (% recycled, tons used per year)		Y
100% Organic Product	Enter "Y" for Yes, "N" for No	
Hazardous Chemical Ingredients	Enter "Y" for Yes, "N" for No	



If the product being tested is paper, you will need to enter the recycled content percentage of the paper being considered and the number of tons (pounds divided by 2,000) of paper used per year, entered in .25 increments. By entering these two items, the model will calculate the pounds of carbon dioxide emissions on Line 71.

	Qualitative	Y/N	Recycle Content %	Units/Year
<b>Preacquisition Costs</b>				
<b>Paper Recycle Content</b> (% recycled, tons used per year)		Y	80	.50

Once the qualitative and paper specific data has been entered into the model, all other preacquisition energy use costs need to be entered into the model as units of energy used to acquire the product. For instance, if a District employee will pick up the product, the fuel used by the vehicle to transport the item should be entered in gallons into the model for the preacquisition product transportation.

<b>Energy Use (cost) for Preacquisition:</b>			
Electric (kWh)		\$ 0.08	\$ -
Natural Gas (Therms)		\$ 1.15	\$ -
Natural Gas (BTU's)		\$ 0.00	\$ -
Gasoline (Gallons)	10	\$ 2.00	\$ 20
Diesel (Gallons)		\$ 1.88	\$ -
Biodiesel (Gallons)		\$ 2.28	\$ -
Total Preacquisition Costs			\$ 20

If there is shipping required in acquiring the product, shipping information will be entered in two separate areas of the model. On line 31, the total cost of shipping to acquire the product is entered in dollars. Later in the model under the "Shipping Information" section, the total number of miles that the product must travel from its point of origination will be entered. The dollar-shipping figure will be used in the lifecycle cost calculations and the miles of shipping will be used in the carbon dioxide emission calculation.

**Cost of Ownership**

The Cost of Ownership portion of the model accumulates all of the costs incurred while the District owns the product. This includes the purchase price of the product, shipping costs to acquire the product, installation costs, preventative maintenance costs, fuel costs to operate the product and storage costs.

You can see in this section that some input fields are highlighted in blue (dollar figure data) and other fields are yellow (unit data). Both the blue and yellow boxes require input (where it applies). The grey boxes will calculate automatically.

	Units/Year	Units/Life	Current Utility Rate	\$ Amount
<b>Costs of Ownership</b>				
Shipping				0
Acquisition Cost (Purchase Price)				150
Installation Cost				0
<b>Preventative Maintenance:</b>				
Material costs	0			
Waste Generated (i.e.: oil used, etc.) costs	0			
Labor time (expressed in dollars)	0			
<b>Energy Use (cost) for Product Life:</b>				
Electric (kWh)				
Natural Gas (Therms)				
Natural Gas (BTU's)				
Gasoline (Gallons)				
Diesel (Gallons)				
Bio Diesel (Gallons)				
Storage Costs				
Total Costs of Ownership				150

**Post Use (Disposal/Salvage) Costs**

In the Post Use Cost section of the model all of the costs to dispose of the product, including any fuel used in disposal, are entered. The disposal costs are entered into the model as a **positive** number. However, if there is any residual salvage value for the product, the salvage value is entered as a **negative** number in the model. The disposal cost and salvage value are used in calculating the total lifecycle cost of the product. The pounds of solid waste and fuel used in disposal are used to calculate the carbon dioxide emissions.

<b>Post Use (Disposal/Salvage) Costs</b>				
Pounds of solid waste				
Disposal Cost				
Salvage Value (Enter as a negative number)				
<b>Energy Use (cost) for Disposal:</b>				
Electric (kWh)		\$	0.08	\$ -
Natural Gas (Therms)		\$	1.15	\$ -
Natural Gas (BTU's)		\$	0.00	\$ -
Gasoline (Gallons)		\$	2.00	\$ -
Diesel (Gallons)		\$	1.88	\$ -
Bio Diesel (Gallons)		\$	2.28	\$ -
<b>Total Disposal Costs</b>				\$ -

At this point in the model, all of the lifecycle costs have been entered. The total lifecycle costs are then divided by the Useful Life of the product to give a per year expense.

<b>Total Lifecycle Costs</b>	<b>150</b>
<b>Total Lifecycle Cost/Year of Useful Life</b>	<b>150</b>

The next section of the model uses data input from earlier sections of the model to calculate the pounds of carbon dioxide emission equivalents generated by the product being examined. Rows 91 through 158 on the model show a number of standards used in the calculation formulas of the model. The standards will not change and require no action on your part. All of the cells in this section will automatically populate and require no additional data input.

<b>Total Short Tons of Carbon</b>	
Total Electric- CO2 Short Tons	
Total Natural Gas (Therms)- CO2 Short Tons	
Total Natural Gas (BTU's)- CO2 Short Tons	
Total Gasoline- CO2 Short Tons	
Total Diesel- CO2 Short Tons	
Total Biodiesel- CO2 Short Tons	
Total Paper- CO2 Short Tons	
Total Tons Solid Waste- CO2 Short Tons	
<b>Subtotal Short Tons of Carbon</b>	
<b>Subtotal Pounds of Carbon</b>	

**Comparing Multiple Products**

At this point in the model, you have entered data for one product only. This model does have the capability to compare multiple products to determine which is the most sustainable purchasing decision.

After completing the Product 1 Tab of the model, repeat the steps described above for the rest of the products examined. Each product will be compared to Product 1 for purchasing decisions. So Product 1 needs to be the base or most commonly used product in the category.

Once all product option data has been entered into the model, the Product 2, Product 3 and Product 4 tabs will show a number called "Savings Expressed in Gallons of Gasoline." This is the total number of gallons of gasoline equivalents that a product alternative would save (or cost more than) when compared to Product 1. These gasoline savings are not actual dollars saved but merely a savings concept that most can understand.

However, just because the Savings Expressed in Gallons of Gasoline is a substantial figure, this is only one component in the final purchasing decision. For example, when comparing a gasoline powered light duty truck to a Biodiesel powered light duty truck, the difference in the carbon dioxide emission production is substantial because Biodiesel fuel does not emit measurable carbon dioxide while gasoline emits 19.4 equivalent pounds of carbon dioxide per gallon used. However, if a Biodiesel truck has a substantially higher purchase price, even though the carbon dioxide emission savings are large, it still may not be the best purchase for the District.

**Appendix EF - Service Contracts Sustainability Criteria Examples**

The standards listed below highlight some areas where staff can prompt THPRD's service providers to incorporate sustainability into their contracted service delivery and to their operations in general.

**Environmental Sustainability Factors**

When providers are asked how they practice sustainability in their business on a day-to-day basis, their responses may cover one or more of the following areas. Generally, the greater the number of practices the vendor follows and/or the more details the vendor can provide, the more likely it is that the vendor takes sustainability seriously. This list should not be considered all-inclusive, and the bullets for each identify examples of appropriate buyer considerations.

<u>Factor</u>	<u>Consider practices such as:</u>
Energy Conservation	<ul style="list-style-type: none"> <li>▪ Development of an energy conservation plan and goals</li> <li>▪ <del>Use of checklists and tracking methods including bill monitoring</del></li> <li>▪ Citing actual performance results</li> <li>▪ Effort to communicate with and educate employees on energy conservation</li> <li>▪ Use of recognized certification standards (e.g. ISO 14000, Energy Star, etc.)</li> <li>▪ Energy conservation methods can include, <u>but are not limited to appliances, appliances</u>; light fixtures; heating, ventilating, and air conditioning (HVAC); and/or general building operations.</li> </ul>
Fossil Fuel/Alternative Transportations Usage	<ul style="list-style-type: none"> <li>▪ Flexible commuting options and incentives</li> <li>▪ Green travel and parking options</li> <li>▪ Purchase of or conversion to alternative fuel or advanced battery vehicles</li> <li>▪ Fleet maintenance programs</li> <li>▪ Route optimization</li> </ul>
Purchasing	<ul style="list-style-type: none"> <li>▪ Durable versus disposable goods</li> <li>▪ Products composed of post-consumer recycled materials</li> <li>▪ Recycled products</li> <li>▪ Vendor take-back programs</li> <li>▪ <del>Toxicants</del> <u>Use of non- or low-toxic materials</u></li> <li>▪ Environmentally friendly certified products <del>(e.g. Ecologo, GreenSeal, Rainforest Alliance, etc.)</del></li> </ul>
Renewable Energy Use	<ul style="list-style-type: none"> <li>▪ <del>Vendor's investigation</del></li> <li>▪ <u>Plans development underway to install renewable energy</u></li> <li>▪ Purchase or installation of renewable energy</li> <li>▪ Renewable energy may include solar, wind, geothermal, biomass, hydroelectric and/or other types. <del>The vendor should indicate whether it is obtained through Grid Delivery or Renewable Energy Credits.</del></li> </ul>

**Waste Reduction and Recycling**

- Reduce amount of waste to landfill (garbage)
- Mixed recycling ~~(metal, paper and plastic)~~
- ~~Glass recycling~~
- E-waste including electronic hardware, batteries and office supplies
- Furniture recycling/repurposing
- Composting of yard or food waste
- Double-sided printing; higher recycled content paper

**Water Conservation**

- Measures in conserving restroom water, kitchen water
- Groundskeeping practices
- Use of water efficient fixtures and the development of a water conservation management plan and goals

**Social Sustainability Factors**FactorConsider vendor actions such as:**Fair Labor**

- Utilizing minority, women or emerging small businesses
- Paying employees equal to or better than the federal minimum wage
- Actions that demonstrate concern for employee health, safety and well-being

**Fair Trade**

- Fair price and prompt payment to suppliers
- Work with economically disadvantaged or socially marginalized producers
- Use of ecologically sustainable production methods in consideration of workers' health

**Sustainability Factors Related to Services**

When it comes to the sustainable purchase of services, it is helpful to think of services as products with their own manufacturing processes and delivery systems. Those are the areas where we will find opportunities to be more sustainable – how the service gets developed or “manufactured,” how it is delivered, and how it is maintained.

FactorConsider practices for:**Construction**

- Contractors who have built LEED facilities or used LEED specifications in their design

**Energy Conservation/  
Efficiency**

- Lighting
- Small and large appliances
- HVAC

**Green Cleaning**

- Service providers who use cleaning products that are low in chlorine and ammonia, low in volatile organic compounds (VOCs) and certified by a well known organization such as Green Seal

**Indoor Air Quality**

- Companies who minimize or do not use toxic cleaning chemicals, aerosols, paints, solvents, in creating their product or providing their service.

- |                                   |  |
|-----------------------------------|--|
| Janitorial                        | <ul style="list-style-type: none"><li>▪ Certified green cleaning products</li><li>▪ Avoiding prohibited chemicals</li><li>▪ LEED green cleaning standards</li></ul>                |
| Purchasing                        | <ul style="list-style-type: none"><li>▪ Products made from recycled content</li><li>▪ Certified green products</li><li>▪ Less toxic <del>toiletries</del><u>products</u></li></ul> |
| Waste Management                  | <ul style="list-style-type: none"><li>▪ Recycling</li><li>▪ Composting</li><li>▪ Packaging reduction</li></ul>   |
| Water Conservation/<br>Efficiency | <ul style="list-style-type: none"><li>▪ Faucets</li><li>▪ Toilets</li><li>▪ Showers</li><li>▪ <del>Laundry</del></li><li>▪ Landscaping</li></ul>                                   |

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## 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 at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, on Monday, January 9, 2012. Executive Session 6:00 p.m.; Regular Meeting 7:00 p.m.

Present:

Bob Scott	President/Director
Larry Pelatt	Secretary/Director
Joseph Blowers	Secretary Pro-Tempore/Director
William Kanable	Director
John Griffiths	Director
Doug Menke	General Manager

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

President, Bob Scott, 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), which allows the Board to meet in Executive Session to discuss the aforementioned issues.

President, Bob Scott, noted that representatives of the news media and designated staff may attend Executive Session. All other members of the audience were asked to leave the room. Representatives of the news media were specifically 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 will return to open session and welcome the audience back into the room.

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

President, Bob Scott, called the Regular Meeting to order at 7:00 p.m.

Bob announced to the audience that public testimony regarding the Fanno Creek Trail Tree Maintenance Project would be accepted during Agenda Item #8B – General Manager's Report.

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

There was no action resulting from Executive Session.

### **Agenda Item #4 –Fanno Creek Trail / Hall Boulevard Crossing Feasibility Study Update**

Steve Gulgren, Superintendent of Planning & Development, introduced Walt Bartel, Project Manager with David Evans and Associates, the project consultant, and Brad Hauschild, Park Planner, to make a presentation to the Board of Directors on the Fanno Creek Trail/Hall Boulevard Crossing Feasibility Study Project.



Brad noted that the intent of this project is to determine a preferred crossing option for the Fanno Creek Regional Trail at Hall Boulevard in order to better position the District to leverage funds for future construction. In 2007, the District was awarded \$359,000 in Metropolitan Transportation Improvement Program funds in order to facilitate the study. In 2011, in partnership with the City of Beaverton and Oregon Department of Transportation (ODOT), an Intergovernmental Agreement was signed to start the project. Through an extensive public outreach process, which has included a Stakeholder Advisory Committee (SAC), community open house and a number of small group meetings with Neighborhood Association Committees (NACs), District and City advisory committees, and the Beaverton City Council, five crossing options have been narrowed to two: an overcrossing and an undercrossing.

Walt provided a detailed PowerPoint presentation regarding the study, a copy of which was entered into the record, and included the following information:

- Project Background
  - The goal of the project is to seek a design for a safe pedestrian and bicycle crossing of the Fanno Creek Trail at Hall Boulevard, and to determine the most reasonable option from several perspectives.
  
- Crossing Alternatives
  - The project team, with input from the SAC, reviewed five crossing alternatives in order to determine the most feasible crossing option:
    1. Mid-block crossing (estimated cost \$1 - \$1.5 million)
    2. Bridge with two ramp alternatives
      - Straight approach ramps (estimated cost \$1.5 - \$2 million)
      - Spiral ramps (estimated cost \$2 - \$2.5 million)
    3. Pedestrian underpass (estimated cost \$3 - \$3.5 million)
    4. Rerouting the trail to SW Creekside Place & Hall Boulevard (estimated cost \$1 - \$1.5 million)
    5. Rerouting the trail to SW Greenway Drive & Hall Boulevard (estimated cost \$1.5 - \$2 million)
  - The cost estimates noted are for construction costs only.
  
- SAC Recommended Alternatives
  - Underpass
  - Bridge
  
- Study Findings
  - Underpass
    - 6 to 8-foot change in elevation & construction staging/traffic impacts on Hall Boulevard
    - Floodplain & environmental impacts
    - Width of the underpass/structure type
    - Public safety (lighting/visibility) & long-term maintenance of tunnel
    - Aesthetics of the walls on each side of Hall Boulevard
  - Bridge
    - Pre-fabricated bridge on Hall Boulevard
    - Gradient on approach ramps & configuration
    - Park & environmental impacts
    - Future widening of Hall Boulevard
    - Aesthetics

- Next steps
  - Further refinement of the two preferred alternatives.
  - Selection of a single preferred alternative:
    - Open house meeting #2 – February 2012
    - Final Beaverton City Council presentation – March 2012
    - Final decision on preferred alternative by THPRD Board – April 2012
  - Finalize project prospectus

Walt and Brad offered to answer any questions the Board may have.

Bill Kanable referenced the aesthetics of the straight approach bridge alternative, noting that it does not have an optimal appearance. Although he would not support increasing the project cost just to improve the appearance, the current rendering looks like a plain, cinderblock wall, which does not seem to mesh with its surroundings of the park and wetlands. In addition, he stated that he could not support the underpass alternative due to the project cost estimate and disruption to the area. He described the need for a solution in this area noting that, at this point, the only feasible alternative in his mind is a bridge.

John Griffiths commented on the expense of each alternative, noting that each option is estimated at a million dollars or more. He supports the underpass alternative from an aesthetics standpoint, but understands how there may be an issue with the floodplain. He asked whether it would still be necessary to raise Hall Boulevard as high as proposed if pumps were installed in order to alleviate any potential flooding.

- ✓ Larry Pelatt questioned where the pumps would be able to reroute the floodwaters.

John replied that there must be somewhere that the water could be sent to and that being able to dig a tunnel under Hall Boulevard without having to raise the road would be the best option.

- ✓ Larry expressed agreement with John that the underpass alternative is more aesthetically pleasing than a bridge; however, he does not believe floodwaters could be rerouted, noting that floods happen on a more regular basis in that area than identified via a ten-year floodplain timeline.

Larry commented that he is not pleased with the appearance of the straight approach bridge. In addition, he questions the cost estimates for each option, noting that if they are only for construction costs, there are substantial costs left out of those amounts. He asked for clarification regarding why the trail rerouting alternatives were not selected, noting that in his opinion, these would seem like the cleanest and least expensive options.

- ✓ Joe Blowers commented that, as a member of the SAC, he would like to clarify that although there was limited unanimity on the issues, one issue that came closest was that against redirecting the trail to the intersection. He believes the main driver behind that was the belief that it would be unsafe for a variety of reasons, including the question of whether people would actually use the new trail route, as well as the perceived safety of the crossing once they reached the intersection, which in reality is not very safe. The two options presented as the preferred alternatives received the greatest level of support within the SAC, although not unanimous. He realizes that they are also the most expensive options, but when considering all of the other issues such as safety, aesthetics, and environmental impact, price only became one of the issues under consideration and the SAC ultimately chose what they considered as the safest options.

President, Bob Scott, commented that he too was initially going to agree with Larry's comments regarding the trail rerouting alternatives.

- ✓ Joe provided an example of a former ODOT bike path near Highway 205 that funneled people off of the bike path down into a large intersection at Powell Boulevard where drivers were also coming off the highway and turning right onto the street or turning right off of Powell onto the highway. There were a lot of fatalities in this area until the design

was eventually changed. Pitting right-turn drivers against pedestrians or bicyclists going straight through a crosswalk was very concerning to a lot of the SAC members.

President, Bob Scott, stated that he does not support the underpass option due to the potential flooding, graffiti, and safety issues. He finds the bridge alternative with spiral ramps the most agreeable at this point, as long as the project's funding is shared with agency partners.

Larry questioned why the District is responsible for leading this project versus ODOT or the City of Beaverton.

- ✓ Doug Menke, General Manager, replied because the trail belongs to the District.

Larry replied that although he understands that, it is also designated as a transportation corridor on the City's master plan for the area and is a transportation issue. It would make more sense if ODOT and the City of Beaverton were driving the project with the District in a supporting role.

- ✓ Steve explained that the City of Beaverton did try to address the issue via a mid-block crossing proposal a few years before the District was awarded the grant for the study. The City was successful in getting it through their committees and the traffic commission and the project had funding as well, but the NAC appealed it to the City Council, which then overturned the traffic commission's ruling.

Larry questioned whether the NAC would oppose the District's attempt as well.

- ✓ Steve replied that is why the District focused heavily on citizen involvement and a thorough public process in developing the alternatives.

- ✓ Walt noted that Metro, ODOT, and City of Beaverton have all been active partners in the effort to date. Since it is a regional trail in Metro's 2040 Growth Concept Plan, as well as the City's Transportation System Plan, it has local support to move forward from a planning perspective. Fortunately or unfortunately, the District has taken the lead on the project since the crossing would be more of a winch for the trail network than for the roadway system.

Joe commented that no single agency is going to be able to fund the entire project, but that there is a strong potential to build partnerships through this project and that is the way it is going to move forward.

- ✓ Bill agreed, noting that the Board was aware that the next challenge after getting the project designed was how to get it funded.

President, Bob Scott, thanked the project consultant and staff for the informative presentation.

#### **Agenda Item #5 – Audience Time**

Terry Moore, 8440 SW Godwin Court, is before the Board of Directors this evening regarding the District's FY 2012-13 Budget and the Fanno Creek Trail. She stated that she would like to see some funding dedicated within the FY 2012-13 Budget for the District to follow through on landscaping commitments made back when the Fanno Creek Trail section from the Garden Home Recreation Center to SW 92<sup>nd</sup> was first paved. She requests that the District look at ways to fund the restoration of that area, which is more similar to a linear park, and has been overrun with invasive species. If the District could allocate some money in the budget for this effort, it could work with the community to remove all of the invasive species, restore a native understory, and replant the tree canopy that has been lost over the past ten years or so. In the same process, she suggests that the District create a special task force of Garden Home residents to become a Fanno Creek Trail stewards group in order to work with District staff in how to oversee and maintain the trail. There is a good such model in Garden Home of a group of citizens that have worked with Washington County since 1995 that landscapes 16 places along SW Oleson Road, which is a substantial volunteer effort. These citizens have offered in the past to work with the District to remove invasive species in the area, but the effort has not yet gotten off the ground. With the catalyst of the Fanno Creek Trail Tree Maintenance Project,

a good opportunity may now exist for the District to move forward in partnership with the community to create a nice linear park in that area. Terry submitted a letter dated January 9, 2012 into the record.

Joe Blowers asked whether a friends group exists for trails, similar to the friends groups each of the recreation centers have.

- ✓ Doug Menke, General Manager, replied that there is not a specific friends group for trails, but that there are similar categories of community groups under which such a group as described by Terry could be formed.

#### **Agenda Item #6 – Board Time**

There were no comments during Board Time.

#### **Agenda Item #7 – Consent Agenda**

**Bill Kanable moved the Board of Directors approve Consent Agenda items (A) Minutes of December 5, 2011 Regular Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, and (D) Resolution Appointing Trails Advisory Committee Member. Larry Pelatt seconded the motion. Roll call proceeded as follows:**

<b>Joe Blowers</b>	<b>Yes</b>
<b>John Griffiths</b>	<b>Yes</b>
<b>Larry Pelatt</b>	<b>Yes</b>
<b>Bill Kanable</b>	<b>Yes</b>
<b>Bob Scott</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

#### **Agenda Item #8 – Unfinished Business**

##### **A. Bond Program**

Bruce Barbarasch, Superintendent of Natural Resources & Trails Management, provided a detailed overview of each phase of a typical natural resource enhancement project via a PowerPoint presentation, a copy of which was entered into the record. Approximately \$3.5 million of the 2008 Bond Measure was targeted at natural area enhancement and as of December 2011, a total of 23 of 28 projects have started. All projects, except the Fanno Creek Project (which is scheduled to begin in 2013), are scheduled to be underway by the end of 2012. Bruce offered to answer any questions the Board may have.

Bill Kanable noted that he has witnessed the natural resource enhancement process firsthand at Hyland Forest Park and that although initially it was hard to see the removal of the non-native species, the amount of native species that have flourished since has been impressive.

President, Bob Scott, asked what tools are used for removing large areas of invasive species.

- ✓ Bruce replied that it depends on the site. Staff follows an integrated pest management policy designed to help choose the right tool for each job. At many sites, the removal method is hand-pulling and in some cases, staff returns to selectively apply herbicide with the lowest possible toxicity, but depending on the sensitivity of the site, staff may choose different methods. Bruce provided an example of a site currently being treated that has rare plants engulfed in weeds. In this case, the District will be paying a higher premium to the contractor to do hand work in those areas in order to protect the rare species. If there were nothing in the area of value, the District might choose a method that appears a little more destructive since there is nothing to save through the process.

Joe Blowers commented that this evening's presentation has been helpful and that he is happy to now have a list of these projects.

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

Doug Menke, General Manager, provided a detailed overview of the General Manager's Report included within the Board of Directors information packet, which included the following topics:

- Aloha/Reedville Joint Facility Feasibility Study
- Fanno Creek Trail Tree Maintenance Project
  - Bruce Barbarasch, Superintendent of Natural Resources & Trails Management, noted that staff has been in the process of developing a maintenance program to improve the safety along the Fanno Creek Trail, as well as the health of the trees adjacent to the trail, between SW 92<sup>nd</sup> Avenue and Vista Brook Park. The proposed project involves limbing, trimming and pruning, as well as the select removal of some trees. It would create a safety corridor that makes maximum use of the paved path and also tries to prevent patrons using the trail from getting hit by stray vegetation. The proposal calls for a 10' clear zone overhead due to foliage sagging that occurs during a rain event.

Bruce commented that the section of trail under consideration is fairly unique among regional trails in that it is highly shaded by trees with a prominent canopy. It is a gem of the community and there is a lot of pride in that; staff shares that excitement, but also has a regional trail standard to follow. Staff would like to keep the character and shade of the trees overhead, but also keep it free from encroaching vegetation and hazard trees. He noted that within the corridor, there are approximately 2,000 trees or large shrubs and as part of the planning process for improving the section of trail, staff identified a number of those trees to indicate potential activity, whether it be pruning or removal. Staff regrets neglecting to notify the public regarding why the trees were being marked and, as a result, staff has received concerns from neighboring residents about the project. Staff is listening to those concerns and recognizes that there has been much inconvenience in this particular area due to multiple City of Portland Bureau of Environmental Services (BES) projects in the past. However, staff does want to work together with the community to create a place that both has character and is safe for trail users.

Bruce provided some photos of the project area under consideration, including vegetation that is proposed to be addressed, via a PowerPoint presentation, a copy of which was entered into the record. He noted that out of the 2,000 total trees and shrubs, there are 14 trees that need immediate pruning activity and 30 that need to be removed for absolute safety purposes. There is another group of about 95 trees that either need to be monitored or could be modified at this time. There may be some confusion within the community as to the exact number of trees identified due to multiple stemmed shrubs being counted as one tree. At this point, staff would like to complete the tree inventory that was started and hire a consulting arborist that is not involved in the tree removal process in order to get a more objective opinion on the status of each tree. There will be an internal review of the information and from there staff would like to form a public committee to help finalize a plan that could be brought forward in a series of public meetings and open houses. The committee would be made up of neighbors, Trails Advisory Committee members, and anyone else that is deemed to be critical in getting key public input from. The project would then move into the public meeting process, which would ultimately lead to a final plan for implementation.

President, Bob Scott, asked how long the more formal review process would take and at what point would immediate safety issues be addressed.

- ✓ Bruce replied three months, potentially longer. Regarding safety issues, there are a few trees that need to be removed immediately. Given the sensitivity of the area and the fact that there is a utility project being proposed in that location as well by Tualatin Valley Water District, staff wants to make sure that they are taking things slowly and that everyone who wants to be involved has the chance to do so. If the status of some of the trees diminishes, such as by a windstorm, they will be immediately addressed.

Joe Blowers referred to some of the correspondence the Board has received from residents opposed to the project requesting instead that the District focus on removing the non-native plant species in the area. He noted that 90% of the plant species in that area are non-native and asked what type of vegetation would have been there without human involvement.

- ✓ Bruce confirmed that the majority of trees in the corridor are not native species and that some could be considered invasive. He noted that a common thread in the letters received from residents is that they consider the area as a natural area. Staff's vision of the area over time is to add native vegetation, as well as perhaps some select non-native vegetation, in order to keep the healthy canopy and a higher overstory with a lower understory, similar to what is seen at the Tualatin Hills Nature Park. Without human involvement, the area would have most likely consisted of ash, oak, and other types of trees that prefer wetter soil.

Joe asked whether a goal of the committee would be to develop a long-term plan or direction for the habitat of the area.

- ✓ Bruce confirmed this, noting that how the area is maintained would also be a topic area. Although the District has safety standards to follow, outside of that, there is a lot of flexibility in terms of the type of natural state chosen for the area. The area is in somewhat of a grey-zone in that it is not a fully-functioning, highly native natural area, but has a rich history and a lot of possible directions.

Larry Pelatt stated that, as long-term stewards of the area, the District should be driving it toward its ultimately natural state. When he sees the pictures of the low-hanging canopy and dead vegetation, he does not believe the District is meeting its standards in terms of a regional trail. Although he understands the importance of the history of the area, the District also needs to be cognizant of its trail standards and this is a significant transportation corridor.

John Griffiths stated that he agrees that there may be a safety issue with some of the vegetation, especially when reflecting back on the windstorm that did so much damage to the Nature Park a few years ago. This is a much more populated area, which increases the chances of someone being injured. He asked for confirmation that only about 7% of the trees in the area are problematic.

- ✓ Bruce confirmed this, noting that only trees within the trail corridor that could fall in such a way to cause injury to a trail user are affected. If a dead or dying tree is far enough off of the trail to not pose any risk to trail users, it would be left as-is.

John commented that all trees eventually die and expressed agreement that as these trees are replaced, the goal should be to return the area back to as natural, native state as possible. Native trees with a high understory should be chosen for planting in order to retain the canopy quality valued by the neighborhood. As this is done over time, the habitat will become increasingly native and covered.

Bill Kanable explained that while there are some short-term issues that need to be resolved soon, while addressing those issues, the District also needs to invest more in the long-term

delivery of the preferred state for the area. He noted that although it may be painful in the short-term, the long-term outcome would be better overall.

President, Bob Scott, opened the floor for public testimony.

Nathalie Darcy, 9355 SW Brooks Bend Lane, Portland, is before the Board of Directors this evening regarding the Fanno Creek Trail Tree Maintenance Project. She stated that she has been involved with the Fanno Creek Trail for approximately 30 years and that when the trail was originally paved, there was much concern voiced by the community regarding preserving the tree canopy, so a committee was formed that carefully studied each tree when determining the route of the trail. However, over the years, the District has removed more trees without replanting, which has allowed the non-native, understory species to flourish. Taking this history into consideration, the community has reacted with concern when seeing so many trees identified for work. Although she realizes that the project is now on hold in order to evaluate a waterline project proposed for the area, that project too could also remove trees. She asks that if the waterline is approved, that it be sited under the trail. She noted that the trail and its environs are designated by Washington County as wildlife habitat, so consideration of potential habitat degradation must be paramount. While the community does not want an unsafe trail, she also does not believe that a boilerplate strategy should be used in this area and that a number of the identified trees are not impacting the vertical clearance zone. In addition, BES had committed to replanting trees that were taken out for one of their projects, but the plantings were denied by the District. In conclusion, she noted that although the trail may not meet all current guidelines, she believes the District has some flexibility within those guidelines to keep the promises made to the community when the trail was built to preserve its beauty. Nathalie distributed a packet of information, including pictures of the area under discussion, a copy of which was entered into the record.

Lynn Thorsen, 6605 SW 90<sup>th</sup> Avenue, Portland, is before the Board of Directors this evening regarding the Fanno Creek Trail Tree Maintenance Project. She stated that she has lived in the area for over 35 years and that when the Fanno Creek Trail was first paved, there was a promise made to the neighborhood regarding the removal of trees along the trail and that great care and consideration would be taken of them. She questions what has happened to the historic apple trees that also used to be along the trail. When she heard of the District's maintenance project, she was upset because the canopy is so important to the beauty of the trail and provides shade and wildlife habitat. She also questions why there were no plantings to replace the vegetation removed for the BES project. She described a stretch of the corridor where bicyclists and skateboarders gain a lot of speed, noting that there is no vegetation in this area to obstruct a potential collision, which in itself is a safety hazard. She would like to see more native plantings along this section of the trail. In conclusion, she opposes the removal of the identified trees unless they are diseased or constitute a hazard to trail users and if so, she would like to see replanting of the removed trees in close proximity to their original locations to help retain the current canopy. Lynn distributed a packet of information regarding the area under discussion, a copy of which was entered into the record.

Maria Wolfe, 7660 SW Oleson Road, Portland, is before the Board of Directors this evening regarding the Fanno Creek Trail Tree Maintenance Project. She stated that she is opposed to the removal of the trees in the area and believes that there are better uses of the District's tax dollars. She requested that the District reconsider this project.

Jeffrey Gottfried, 7040 SW 84<sup>th</sup> Avenue, Portland, is before the Board of Directors this evening regarding the Fanno Creek Trail Tree Maintenance Project. He stated that he is troubled by the manner in which the Fanno Creek Trail has been managed and maintained by the District. In

particular, he is concerned by the lack of sensitivity to the trail as a place from which to enjoy nature. He described an organizational problem in having a Natural Resources Department, which is professionally skilled, and a Maintenance Department that cannot distinguish between different types of vegetation, working in the same areas. To his disappointment, it seems that the only activity that has occurred in the area by the District is the proposal to cut down trees in order to keep things looking tidy. Instead, he would like to see the District replant native forest trees and institute a program for weed control. He would like to see more vegetation, not less, along the trail and be able to walk in a natural-looking environment surrounded by native plants. Jeffry submitted a letter dated January 9, 2012, a copy of which was entered into the record.

President, Bob Scott, thanked the audience members in attendance this evening for their testimony.

John asked what the next steps are for this issue, noting that it is apparent that there needs to be a committee established.

- ✓ Doug Menke, General Manager, replied that staff would begin moving through the next steps as described this evening, including the formation of a committee and their involvement in the process of developing a final plan. Discussions will also occur with the Tualatin Valley Water District regarding their proposed waterline and how it might impact this project.

John agreed that the proposed committee will be beneficial, noting that each person who testified this evening listed different objectives. Some testimony was in favor retaining the canopy, while other testimony was regarding the removal of non-native species, which contradict each other.

- ✓ Doug agreed that there is work to do in ensuring that the District is meeting its highest priorities and as many of the needs of the neighborhood's as possible.

John requested that the topic come back to the Board for an update and further review.

Bill asked for clarification regarding the testimony pertaining to the BES plantings.

- ✓ Doug replied that staff would research this as part of the due diligence on this issue.
- ✓ Jim McElhinny, Director of Park & Recreation Services, noted that it is hopeful that through the work of the committee with Natural Resources staff, areas will be identified where plantings could be supplemented and added to what has already been done.

## **Agenda Item #9 – New Business**

### **A. System Development Charge Fund Five-Year Capital Improvement Program**

Keith Hobson, Director of Business & Facilities, provided a detailed overview of the memo included within the Board of Directors information packet proposing an update to the current five-year Capital Improvement Program (CIP) for the System Development Charge (SDC) fund, which was approved in November 2007. Keith noted that updating the SDC CIP at this time reflects the numerous projects on the last CIP that have since been completed, either through SDC funding or Bond funding. While there is not a significant amount of SDC resources at this time, the five-year CIP enables the District to plan ahead on how to allocate the limited SDC funding in future years. This update would also become the basis for the capital program after completion of the Bond Fund capital program. Keith noted that four documents are included within the Board's information packet to help facilitate the discussion: an update to the Five-Year CIP approved in 2007, an update to the Master List of SDC Projects, an updated cash flow projection for the SDC Fund, and a proposed list of new SDC projects.

Keith explained that in order to prioritize projects in the 2007 CIP update, staff used the following three criteria from the very first SDC project discussion:



- Consistency with Comprehensive Plan goals and objectives,
- Community support, and
- Operating cost impacts.

Staff recommends that these criteria still be used to rank projects for the prioritized listing, but that the following criteria also are added:

- Operational needs,
- The ability to leverage SDC expenditures with outside funding sources,
- Whether there is an opportunity to fund projects through outside private funding (if this is high, the project would rank low on SDC prioritization), and
- Completion of past projects that have been partially completed by phasing.

Keith noted that while no specific Board action is requested at this time, staff does seek Board review and comment so that the list can be modified and prioritized and the SDC CIP recommendation brought back to the Board for consideration of approval at the February Regular Board meeting.

President, Bob Scott, referenced the criteria of “whether there is an opportunity to fund projects through outside private funding (if this is high, the project would rank low on the SDC prioritization).” He asked whether that could also include donation of land that the District would then develop with SDC funds.

- ✓ Keith confirmed that it could be “in lieu of” as well.

Larry Pelatt asked whether the criteria is prioritized.

- ✓ Keith replied that it is not, but could be weighted if the Board wishes.

Doug Menke, General Manager, noted that the Board would be provided a matrix to individually rank the projects, which would help facilitate the discussion when the project list is brought back to the Board for consideration of approval. The approved project list would then be integrated into the public budget process.

Joe Blowers referenced the criteria of “whether there is an opportunity to fund projects through outside private funding (if this is high, the project would rank low on the SDC prioritization)” and asked if there are certain categories of projects that this criteria would apply to more than others, and if so, what are they.

- ✓ Keith replied that land acquisitions are donated at times so ideally the District would not want to fund a specific land acquisition that is likely to be donated, but that tends to be more opportunistic. Special recreation facilities would probably be the most likely candidates to receive outside funding.

Larry stated that he is not convinced that potential outside funding should negatively affect a project’s ranking.

- ✓ Joe agreed.

Larry noted that it could even be viewed in the opposite fashion in that if the District has the opportunity to receive a significant contribution to a project, many times such contributions come with a time limit; therefore, the project should have a higher priority rather than lower.

- ✓ Keith replied that the rationale behind this criteria was to combat the presumption that if a project was ranked high and likely to be funded via SDC’s, that the ability for private fundraising would be displaced.

Larry disagreed, noting that he believes that every project should be seeking private funds, if possible, and that the projects should be ranked only by the District’s needs for the project. If the District could raise outside funding for the project, it is all the better.

- ✓ Doug commented that some outside parties may be motivated by knowing that their project donation pushes the project to being fully funded, or others who want to create that initial push. He suggested that perhaps the criteria of “the ability to leverage SDC

expenditures with outside funding sources” should include reference to private or public outside funding to capture the thought process that outside funding, whether private or public, is generally an enhancement to the project.

Joe and Larry expressed agreement with Doug’s suggestion.

**B. Resolution Appointing Budget Committee Members**

Doug Menke, General Manager, provided an overview of the memo included within the Board of Directors information packet, noting that there are currently two positions available on the Budget Committee for appointment. Notice of the vacancies was published and six applications were received. At the request of Board President, Bob Scott, a scoring matrix was distributed to the Board members in order to assist with the discussion regarding the six applicants. The completed scoring matrix has been provided to the Board, a copy of which was entered into the record.

**Larry Pelatt moved the Board of Directors approve Resolution 2012-02 appointing Shannon Maier and Anthony Mills to the Budget Committee, each for a term of three years. Bill Kanable seconded the motion. Roll call proceeded as follows:**

<b>John Griffiths</b>	<b>Yes</b>
<b>Joe Blowers</b>	<b>Yes</b>
<b>Bill Kanable</b>	<b>Yes</b>
<b>Larry Pelatt</b>	<b>Yes</b>
<b>Bob Scott</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

**C. Sustainable Purchasing Policy**

Keith Hobson, Director of Business & Facilities, provided a detailed overview of the memo included within the Board of Directors information packet requesting Board review of proposed additions to the District Public Contract Rules contained in Chapter 5 of the District Compiled Policies (DCP 5) in order to establish a Sustainable Purchasing Policy. The proposed Sustainable Purchasing Policy is a long-standing District goal and continues the District’s commitment to sustainable practices as specified in Comprehensive Plan goals and objectives. The proposed policy establishes the requirement to use sustainability-related criteria in making District purchasing decisions, provides guidance on the use of appropriate criteria, and also establishes the requirement to use the sustainable costing model for certain purchases. Keith noted that while no specific Board action is requested at this time, staff does seek Board review and comment so that a public hearing can be scheduled to adopt the changes at the February Regular Board meeting.

Joe Blowers questioned the delayed implementation of July 1 for this policy.

- ✓ Keith replied that this is to provide adequate time to train staff on how to use and conform to the policy.

President, Bob Scott, asked whether there will be significant additional staff time spent in determining the sustainability factor of certain products or purchases.

- ✓ Keith replied that is not the intent. There are already a lot of standards available, including those built into the state contracting system, which a lot of the District’s purchasing is done through. When there is purchasing taking place outside of state contracting, staff should refer to the other standards available via specific websites, such as those listed within the table on page 8 of the Operational Policy & Procedure. Ideally, very few purchases will need to be taken through the project attributes for identification. Furthermore, the hope is that Partners for a Sustainable Washington County Community will take on this type of a project and develop a uniform set of

standards that all of the partner agencies could then tie into. This is why the policy has been drafted with a certain amount of flexibility; to take into consideration that the standards may change as sustainable science and practices evolve.

Larry Pelatt suggested the District also look into a cooperative purchasing agreement with the City of Portland, as they have a lot of experience in this area.

✓ Keith agreed that this could be built into the procedures.

**Agenda Item #10 - Adjourn**

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

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Bob Scott, President

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Larry Pelatt, Secretary

Recording Secretary,  
Jessica Collins

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
259148	12/23/2011	Prodotto Inc. Advertising	3,305.34 <b>\$ 3,305.34</b>
258712	12/05/2011	Talbot, Korvola & Warwick, LLP Audit Services	15,000.00 <b>\$ 15,000.00</b>
258739	12/05/2011	CDW Government, Inc. Capital Outlay - Bond - Administrative/Overhead	1,853.97 <b>\$ 1,853.97</b>
258676	12/05/2011	MacKay & Sposito, Inc.	4,278.75
258686	12/05/2011	OP SIS Architecture, LLP	6,708.08
258732	12/05/2011	BBL Architects	16,823.21
258738	12/05/2011	Carlson Testing, Inc.	1,699.50
258749	12/05/2011	David Evans & Associates Inc.	1,564.50
258922	12/15/2011	Skyward Construction	276,527.90
258981	12/15/2011	Cedar Mill Construction Co.	115,966.50
258994	12/15/2011	Earth Engineers, Inc.	2,512.60
259143	12/23/2011	Pinnell Busch, Inc	6,910.49
259149	12/23/2011	Professional Service Industries, Inc.	1,376.04
259162	12/23/2011	Seabold Construction Co., Inc.	211,806.11
259186	12/27/2011	OP SIS Architecture, LLP Capital Outlay - Bond - Facility Expansion & Improvements	10,062.13 <b>\$ 656,235.81</b>
258847	12/13/2011	Integra Realty Resources	1,150.00
258848	12/13/2011	Lawyers Title of Oregon LLC	4,160.00
259156	12/23/2011	R.P. Herman & Associates, LLC	2,450.00
259198	12/29/2011	Sunset Golf Center Capital Outlay - Bond - Land Acquisition	110,000.00 <b>\$ 117,760.00</b>
258680	12/05/2011	Native Ecosystems NW, LLC	15,125.00
258986	12/15/2011	Confluence Construction & Restoration Co. Capital Outlay - Bond - Natural Resources Projects	3,000.00 <b>\$ 18,125.00</b>
258885	12/15/2011	MIG, Inc.	8,054.65
258936	12/15/2011	Washington County	6,539.00
259016	12/15/2011	J.D. Walsh & Associates, PS	7,718.97
259139	12/23/2011	Paul Brothers, Inc.	104,466.92
259159	12/23/2011	The Saunders Company, Inc. Capital Outlay - Bond - New/Redeveloped Neighborhood Parks	3,364.65 <b>\$ 130,144.19</b>
258953	12/15/2011	3J Consulting, Inc. Capital Outlay - Bond - Replacements & Improvements	3,937.50 <b>\$ 3,937.50</b>
258650	12/01/2011	City of Beaverton	1,182.00
258676	12/05/2011	MacKay & Sposito, Inc.	24,168.30
258749	12/05/2011	David Evans & Associates Inc.	55,444.88
258857	12/14/2011	City of Beaverton	7,739.00
258858	12/14/2011	City of Beaverton	1,610.00
258961	12/15/2011	Architectural Cost Consultants	3,894.00
259027	12/20/2011	City of Beaverton	4,000.00
259032	12/20/2011	Dave Heikes Farms, Inc.	1,750.00
259104	12/23/2011	Hawk Enterprises	11,986.90
259175	12/23/2011	Walker Macy	20,151.29
259177	12/23/2011	Western Wood Structures, Inc.	1,955.00
259189	12/27/2011	Walker Macy Capital Outlay - Bond - Trails/Linear Parks	5,178.20 <b>\$ 139,059.57</b>

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
258748	12/05/2011	D & R Masonry Restoration	6,200.00
258774	12/06/2011	Brandsen Hardwood Floors, Inc.	5,757.00
258777	12/06/2011	Exercise Equipment NW, Inc.	3,500.00
258916	12/15/2011	RMS Pump Inc.	17,592.15
258993	12/15/2011	Duraflex International Corp.	3,073.00
259051	12/22/2011	Bernard Painting Inc.	5,500.00
259117	12/23/2011	McDonald & Wetle Roofing	4,324.00
259117	12/23/2011	McDonald & Wetle Roofing	12,160.00
<b>Capital Outlay - Building Replacements</b>			<b>\$ 58,106.15</b>
258675	12/05/2011	MacKay & Sposito, Inc.	1,832.62
258827	12/08/2011	City of Beaverton	16,210.00
258836	12/08/2011	Scott Edwards Architecture LLP	8,609.00
258917	12/15/2011	Robert Gray Partners, Inc.	85,125.70
258974	12/15/2011	Brian C Jackson, Architect LLC	2,842.00
258976	12/15/2011	Carlson Testing, Inc.	1,020.25
258998	12/15/2011	Exercise Equipment NW, Inc.	4,499.00
259017	12/15/2011	Kronos Incorporated	3,288.51
259081	12/23/2011	3J Consulting, Inc.	3,566.25
259089	12/23/2011	Brian C Jackson, Architect LLC	3,158.00
259099	12/23/2011	Exercise Equipment NW, Inc.	11,076.00
259155	12/23/2011	Robert Gray Partners, Inc.	202,741.55
<b>Capital Outlay - Carryover Projects</b>			<b>\$ 343,968.88</b>
258776	12/06/2011	Duraflex International Corp.	1,079.00
258777	12/06/2011	Exercise Equipment NW, Inc.	1,744.00
258977	12/15/2011	Carsonite Composites	2,569.14
<b>Capital Outlay - Facility Challenge Grants</b>			<b>\$ 5,392.14</b>
259020	12/15/2011	Leavitt Machinery	12,423.90
<b>Capital Outlay - Fleet Capital Improvement Floor Scrubber</b>			<b>\$ 12,423.90</b>
259125	12/23/2011	NW Truckstell Sales, LLC	9,166.00
259165	12/23/2011	Suburban Ford, Inc.	40,480.00
<b>Capital Outlay - Fleet Replacement</b>			<b>\$ 49,646.00</b>
258707	12/05/2011	Springbrook Software, Inc.	1,000.00
<b>Capital Outlay - Information Technology Improvement</b>			<b>\$ 1,000.00</b>
258759	12/05/2011	Hewlett-Packard Company	7,097.18
258992	12/15/2011	Dell Marketing L.P.	1,817.94
<b>Capital Outlay - Information Technology Replacement</b>			<b>\$ 8,915.12</b>
258701	12/05/2011	Reliable Fence & Constr., Inc.	3,218.00
258952	12/15/2011	3J Consulting, Inc.	1,323.75
259036	12/20/2011	Kittelson & Associates, Inc.	2,825.00
<b>Capital Outlay - Park &amp; Trail Improvements</b>			<b>\$ 7,366.75</b>
258675	12/05/2011	MacKay & Sposito, Inc.	1,389.00
259006	12/15/2011	GreenWorks, PC	2,685.22
<b>Capital Outlay - Park &amp; Trail Replacements</b>			<b>\$ 4,074.22</b>
258825	12/08/2011	Alta Planning & Design, Inc.	7,740.85
258911	12/15/2011	Peregrine Sports, LLC	342,270.00
258975	12/15/2011	Brown Contracting, Inc.	117,652.00
258976	12/15/2011	Carlson Testing, Inc.	2,326.50
259131	12/23/2011	OR Dept of Environmental Quality	14,696.32
259144	12/23/2011	Pinnell Busch, Inc	2,588.32
<b>Capital Outlay - SDC - Park Development/Improvements</b>			<b>\$ 487,273.99</b>



<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
258655	12/01/2011	Bill Kanable	1,165.24
258775	12/06/2011	David C. Chrisman	1,020.24
258789	12/06/2011	Brian Powers	1,621.54
258964	12/15/2011	Beaverton Arts Foundation	1,250.00
ACH	12/15/2011	Debbie D. Schoen	2,048.34
		<b>Conferences</b>	<b>\$ 7,105.36</b>
258671	12/05/2011	PGE	48,753.26
258876	12/15/2011	PGE	9,181.23
259075	12/23/2011	PGE	30,146.61
		<b>Electricity</b>	<b>\$ 88,081.10</b>
258946	12/15/2011	Standard Insurance Company	168,222.34
259309	12/30/2011	Kaiser Foundation Health Plan	181,899.77
259312	12/30/2011	Oregon Dental Service	26,127.96
259314	12/30/2011	Standard Insurance Company	28,902.75
259319	12/30/2011	UNUM Life Insurance-LTC	1,237.65
		<b>Employee Benefits</b>	<b>\$ 406,390.47</b>
258941	12/15/2011	Aetna/ING Life Insurance	8,212.48
258944	12/15/2011	Manley Services	7,593.26
258947	12/15/2011	Standard Insurance Company	28,934.22
258949	12/15/2011	Standard Insurance Company	2,748.33
259306	12/30/2011	Aetna/ING Life Insurance	8,212.48
259310	12/30/2011	Manley Services	8,521.76
259313	12/30/2011	Standard Insurance Co.	12,178.70
259316	12/30/2011	Standard Insurance Company	3,498.25
259318	12/30/2011	THPRD - Employee Assn.	6,947.90
		<b>Employee Deductions</b>	<b>\$ 86,847.38</b>
258882	12/15/2011	Marc Nelson Oil Products, Inc.	1,050.82
259172	12/23/2011	Tualatin Valley Water District	10,123.17
		<b>Gas &amp; Oil (Vehicles)</b>	<b>\$ 11,173.99</b>
258670	12/05/2011	NW Natural	21,248.36
259074	12/23/2011	NW Natural	44,633.17
		<b>Heat</b>	<b>\$ 65,881.53</b>
258927	12/15/2011	THBOA	3,202.40
259153	12/23/2011	Rhythm Of My Heart	12,188.75
		<b>Instructional Services</b>	<b>\$ 15,391.15</b>
258919	12/15/2011	SDAO	21,772.72
258968	12/15/2011	Beecher Carlson Insurance LLC	6,821.00
		<b>Insurance</b>	<b>\$ 28,593.72</b>
258790	12/06/2011	Schulz-Clearwater Sanitation, Inc.	2,165.15
258910	12/15/2011	Pavement Maintenance Inc.	1,207.34
258924	12/15/2011	Speedy Septic Service	2,284.37
258966	12/15/2011	Beaverton Plumbing, Inc.	1,250.00
258982	12/15/2011	Christenson Electric Inc.	2,046.11
259007	12/15/2011	Guaranteed Pest Control	1,404.00
259092	12/23/2011	Christenson Electric Inc.	1,365.00
259109	12/23/2011	Knorr Systems, Inc.	1,938.00
259141	12/23/2011	Peterson Structural Engineers, Inc.	1,508.00
		<b>Maintenance Services</b>	<b>\$ 15,167.97</b>

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
258678	12/05/2011	Mesher Supply Co.	1,187.22
258692	12/05/2011	OVS Total Solutions	1,861.04
258697	12/05/2011	Platt Electric Supply, Inc.	1,450.02
258728	12/05/2011	Airgas Nor Pac, Inc.	3,012.38
258730	12/05/2011	Aquionics, Inc.	7,522.46
258743	12/05/2011	Coastwide Laboratories	19,022.52
258745	12/05/2011	Country Green Turf Farms	1,147.60
258746	12/05/2011	Crescent Electric Supply Co.	1,036.33
258914	12/15/2011	Recreation Resource, Inc.	1,218.00
258932	12/15/2011	United Pipe & Supply Co., Inc.	3,752.67
258938	12/15/2011	Waxie Sanitary Supply	5,795.57
258956	12/15/2011	Airgas Nor Pac, Inc.	1,076.90
259005	12/15/2011	Grainger	1,274.20
259009	12/15/2011	Home Depot Credit Services	3,732.04
259064	12/22/2011	Norma Shaw	1,039.85
259097	12/23/2011	E-Poly Star, Inc.	8,000.00
		<b>Maintenance Supplies</b>	<b>\$ 62,128.80</b>
258928	12/15/2011	THP Foundation	1,087.91
		<b>Miscellaneous Income - Pepsi Commission</b>	<b>\$ 1,087.91</b>
258685	12/05/2011	OfficeMax - A Boise Company	1,530.53
258711	12/05/2011	Suncoast Identification Solutions	2,215.50
259038	12/20/2011	Lazerquick	3,330.00
259128	12/23/2011	OfficeMax - A Boise Company	2,129.25
259154	12/23/2011	Ricoh Americas Corp.	1,810.97
		<b>Office Supplies</b>	<b>\$ 11,016.25</b>
258705	12/05/2011	Signature Graphics	22,206.00
258751	12/05/2011	ePrint	14,671.66
		<b>Printing &amp; Publications</b>	<b>\$ 36,877.66</b>
258677	12/05/2011	Mediawrite	3,000.00
258969	12/15/2011	Beery, Elsnor & Hammond, LLP	11,239.58
259000	12/15/2011	FCS Group	1,265.00
259059	12/22/2011	Navigator Group Consulting, LLC	6,314.25
259098	12/23/2011	Ed Murphy & Associates	1,859.32
259166	12/23/2011	Talbot, Korvola & Warwick, LLP	4,960.00
		<b>Professional Services</b>	<b>\$ 28,638.15</b>
259034	12/20/2011	Head/Penn Racquet Sports	1,567.26
		<b>Program Supplies</b>	<b>\$ 1,567.26</b>
259305	12/30/2011	Skyhawks	2,880.00
		<b>Refund YMCA funds issued to THPRD in error</b>	<b>\$ 2,880.00</b>
258880	12/15/2011	Waste Management of Oregon	4,337.69
259178	12/23/2011	Woodco	1,119.00
		<b>Refuse Services</b>	<b>\$ 5,456.69</b>
259154	12/23/2011	Ricoh Americas Corp.	2,969.50
		<b>Rental Equipment</b>	<b>\$ 2,969.50</b>
259140	12/23/2011	Peregrine Sports, LLC	6,485.00
		<b>Rental Facility</b>	<b>\$ 6,485.00</b>

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
258781	12/06/2011	Herling Engineering Services, Inc	2,555.73
258896	12/15/2011	NW Truckstell Sales, LLC	1,814.00
258897	12/15/2011	Obsidian Technologies	1,596.56
258934	12/15/2011	Urban Forest Pro, LLC	1,100.00
258935	12/15/2011	Wash Cty Health & Human Serv	3,628.00
259124	12/23/2011	Northwest Techrep Inc	1,215.00
259151	12/23/2011	PTL Tree Service, Inc	1,100.00
		<b>Technical Services</b>	<b>\$ 13,009.29</b>
258654	12/01/2011	INPRA	1,285.00
258681	12/05/2011	New Horizons	1,007.50
		<b>Technical Training</b>	<b>\$ 2,292.50</b>
258875	12/15/2011	Nextel Communications	2,878.79
259072	12/23/2011	Integra Telecom	4,841.10
		<b>Telecommunications</b>	<b>\$ 7,719.89</b>
258672	12/05/2011	Tualatin Valley Water District	11,140.19
258873	12/15/2011	City of Beaverton	13,296.25
259070	12/23/2011	Clean Water Services	1,957.25
259076	12/23/2011	Tualatin Valley Water District	1,694.36
		<b>Water &amp; Sewer</b>	<b>\$ 28,088.05</b>
		<b>Report Total:</b>	<b><u><u>\$ 2,998,438.15</u></u></b>



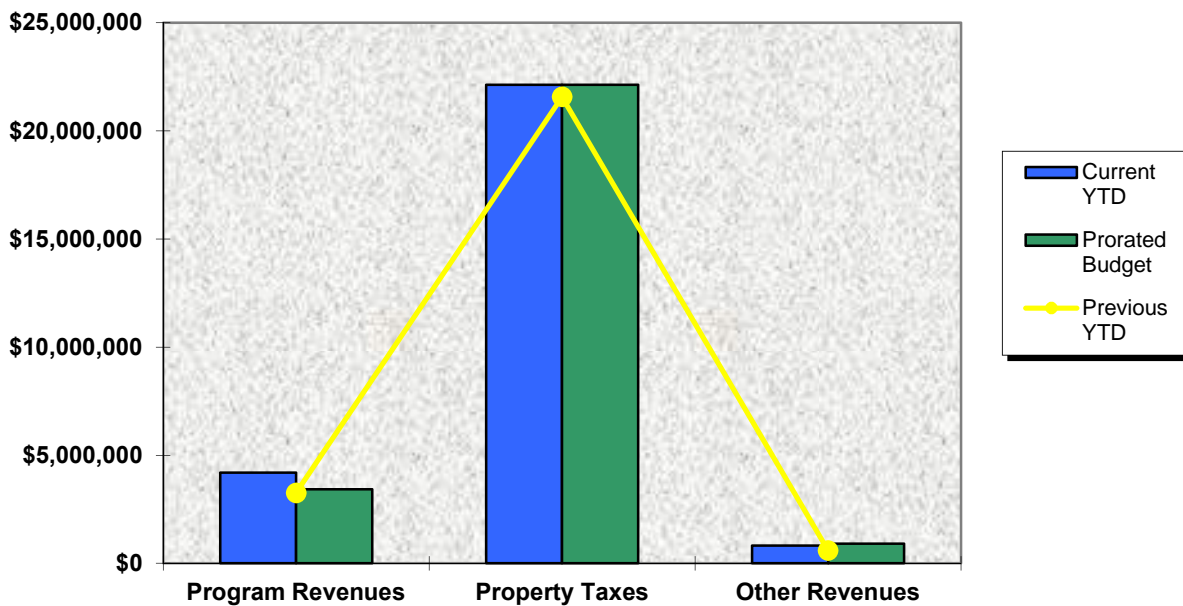
## Tualatin Hills Park &amp; Recreation District

General Fund Financial Summary  
December, 2011

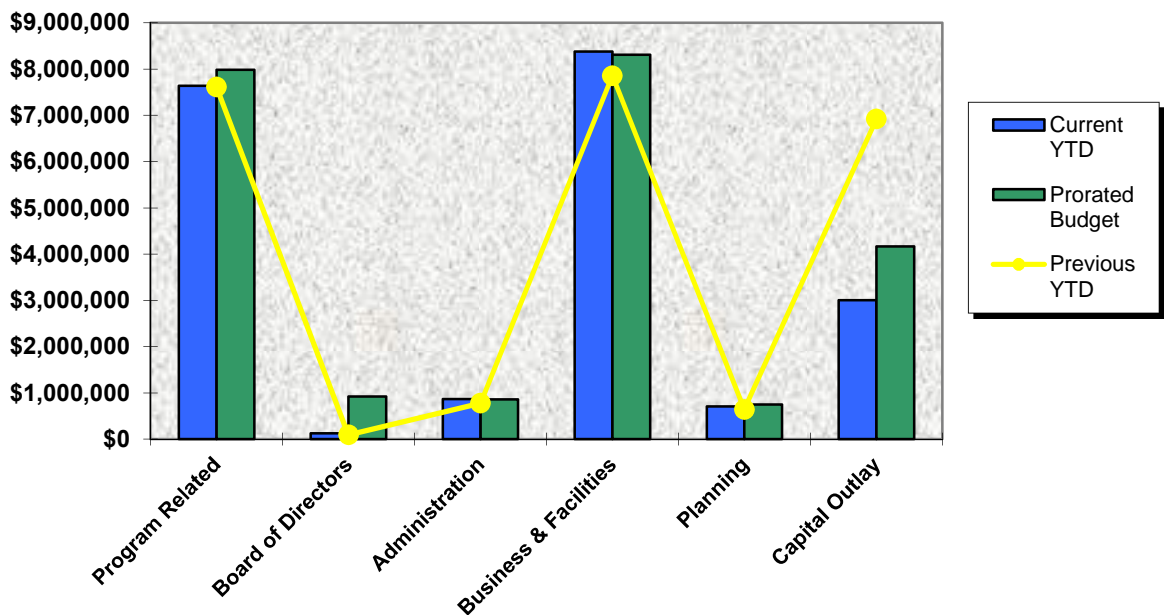
	<i>Current Month</i>	<i>Year to Date</i>	<i>Prorated Budget</i>	<i>% YTD to Prorated Budget</i>	<i>Full Fiscal Year Budget</i>
<b>Program Resources:</b>					
Aquatic Centers	\$ 305,621	\$ 1,117,897	\$ 793,293	140.9%	\$ 2,326,372
Tennis Center	121,670	387,659	323,848	119.7%	868,224
Recreation Centers & Programs	461,571	1,984,542	1,819,908	109.0%	4,945,402
Sports Programs & Field Rentals	162,914	611,917	431,047	142.0%	1,164,993
Natural Resources	13,160	90,933	60,253	150.9%	251,054
<b>Total Program Resources</b>	<b>1,064,936</b>	<b>4,192,948</b>	<b>3,428,349</b>	<b>122.3%</b>	<b>9,556,045</b>
<b>Other Resources:</b>					
Property Taxes	209,175	22,140,586	22,139,118	100.0%	24,222,230
Interest Income	9,033	24,423	48,900	49.9%	100,000
Facility Rentals/Sponsorships	20,786	156,416	184,186	84.9%	461,620
Grants	100,407	262,395	262,395	100.0%	985,025
Miscellaneous Income	65,348	382,877	413,473	92.6%	896,905
<b>Total Other Resources</b>	<b>404,749</b>	<b>22,966,697</b>	<b>23,048,073</b>	<b>99.6%</b>	<b>26,665,780</b>
<b>Total Resources</b>	<b>\$ 1,469,685</b>	<b>\$27,159,645</b>	<b>\$ 26,476,422</b>	<b>102.6%</b>	<b>\$ 36,221,825</b>
<b>Program Related Expenditures:</b>					
Parks & Recreation Administration	60,167	337,985	288,576	117.1%	707,294
Aquatic Centers	264,378	1,860,303	1,918,373	97.0%	3,481,621
Tennis Center	77,229	468,624	464,245	100.9%	928,490
Recreation Centers	316,955	2,475,654	2,766,550	89.5%	4,905,231
Programs & Special Activities	124,826	1,004,063	1,011,717	99.2%	1,778,062
Athletic Center & Sports Programs	107,911	776,447	796,751	97.5%	1,695,214
Natural Resources & Trails	99,326	713,379	736,640	96.8%	1,506,421
<b>Total Program Related Expenditures</b>	<b>1,050,792</b>	<b>7,636,455</b>	<b>7,982,852</b>	<b>95.7%</b>	<b>15,002,333</b>
<b>General Government Expenditures:</b>					
Board of Directors	20,094	124,402	919,982	13.5%	2,110,050
Administration	114,722	869,642	862,011	100.9%	1,766,416
Business & Facilities	1,254,542	8,383,029	8,314,260	100.8%	16,562,270
Planning	122,868	709,378	752,174	94.3%	1,516,480
Capital Outlay	405,044	3,006,438	4,167,379	72.1%	5,183,307
<b>Total Other Expenditures:</b>	<b>1,917,270</b>	<b>13,092,889</b>	<b>15,015,805</b>	<b>87.2%</b>	<b>27,138,523</b>
<b>Total Expenditures</b>	<b>\$ 2,968,062</b>	<b>\$20,729,344</b>	<b>\$ 22,998,657</b>	<b>90.1%</b>	<b>\$ 42,140,856</b>
<b>Revenues over (under) Expenditures</b>	<b>\$ (1,498,377)</b>	<b>\$ 6,430,301</b>	<b>\$ 3,477,764</b>	<b>184.9%</b>	<b>\$ (5,919,031)</b>
<b>Beginning Cash on Hand</b>		<b>6,654,619</b>	<b>5,919,031</b>	<b>112.4%</b>	<b>5,919,031</b>
<b>Ending Cash on Hand</b>		<b>\$13,084,920</b>	<b>\$ 9,396,795</b>	<b>139.2%</b>	<b>\$ -</b>

December, 2011

### General Fund Resources



### General Fund Expenditures





[8D]

## MEMO

**DATE:** January 26, 2012  
**TO:** Doug Menke, General Manager  
**FROM:** Jim McElhinny, Director of Park & Recreation Services  
Hal Bergsma, Director of Planning

**RE:** **Resolution Appointing Natural Resources & Trails Advisory Committees Members**

### **Introduction**

The Natural Resources Advisory Committee and Trails Advisory Committee request Board of Directors approval of Committee member appointments.

### **Background**

At their January 24, 2012 meeting, the Natural Resources Advisory Committee recommended that the Board of Directors approve and appoint Jack Shorr to the Committee via the attached resolution.

Five Trails Advisory Committee members' terms are expiring in February 2012. Four members have re-applied and wish to continue serving on the Trails Advisory Committee. The Trails Advisory Committee has requested Board of Directors approval for Kevin Apperson, Barbara Sonnikson, Mary O'Donnell and Tom Hjort to be appointed to the committee for an additional 2-year term via the attached resolution. The fifth committee member, Susan Hanson, has decided not to reapply to the committee due to time constraints.

Please note that the respective applicants' applications and the two Advisory Committees' current rosters are attached.

### **Action Requested**

Board of Directors approval of Resolution 2012-04, appointing one individual to the Natural Resources Advisory Committee and reappointing five individuals to the Trails Advisory Committee.

**Resolution 2012-04**  
TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

**A RESOLUTION APPOINTING  
ADVISORY COMMITTEE MEMBERS**

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

**WHEREAS**, the committee members shall be appointed by the Board for two or three-year terms as noted below; and

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

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

The Board of Directors approves the 3-year appointment of Jack Shorr to the Natural Resources Advisory Committee.

The Board of Directors approves the 2-year re-appointments of Kevin Apperson, Barbara Sonniksen, Mary O'Donnell, Tom Hjort to the Trails Advisory Committee.

Duly passed by the Board of Directors of the Tualatin Hills Park & Recreation District this 6<sup>th</sup> day of February 2012.

\_\_\_\_\_  
Bob Scott, Board President

\_\_\_\_\_  
Larry Pelatt, Board Secretary

ATTEST:

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



# TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Jack Shorr		Date: 11/16/2011
Address: [REDACTED]	City: [REDACTED]	Zip: [REDACTED]
Phone # (H) [REDACTED]	(WK) [REDACTED]	(CELL) [REDACTED]
Email: ceratina@verizon.net		

**Advisory Committee you are applying for:**  
*(You must reside within the Park District boundaries)*

- Recreation  Aquatics  Sports  Trails  Elsie Stuhr Center  Historic Facilities   
 Natural Resources  Parks

1. Please explain your interest in serving on the Advisory Committee:

I have skills and experience to contribute and I work well in a group. There is more for me to learn about the long term goals for the District and this Committee sounds like a good fit.

2. How long have you lived in the community? 30 years.

3. Have you or your family participated in any Center or other Recreation District activities?

Youth basketball, exercise classes, volunteer with Adopt A Park program.

When:

Ongoing for several years.

Where:

Basketball complex, Conestoga & Garden Home Rec Center, Greenway Park.

**\*CONTINUES ON NEXT PAGE**

## TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

4. Have you served on other volunteer committees? YES  NO  If yes, please explain where, when, and what your responsibilities were:

Hiteon Elementary local School Committee when my youngest son Jonny went there in the early 2000s. Site Council at Conestoga Middle School and presently Site Council at Southridge have followed as Jonny moves along through the District.

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

I was a teacher in Portland Public Schools for over 25 years when I retired in 2004. I became a Master Gardener for Washington County and a Master Watershed Steward in 2006 and 2005 respectively. Currently I volunteer with the Backyard Habitat Certification Program, a joint effort of Audubon and Columbia Land Trust. I also volunteer in the Adopt A Road Program and work closely with Melissa Marcum and Kyle Spinks.

6. Term of Office preferred:

2-YEAR TERM  or 3-YEAR TERM  *Please check one*



## Tualatin Hills Park & Recreation District NATURAL RESOURCES ADVISORY COMMITTEE ROSTER

Last Updated: August 23, 2011

<i>Committee Member</i>	<i>Member Since</i>	<i>Address</i>	<i>Phone</i>	<i>Email</i>	<i>Term Expires</i>
Rod Coles	February 2010	[REDACTED]	[REDACTED]	[REDACTED]	February 2013
Matthew Shepherd	February 2010	[REDACTED]	[REDACTED]	[REDACTED]	February 2013
Eric Lindstrom	February 2010	[REDACTED]	[REDACTED]	[REDACTED]	February 2012
Mitch Cruzan	May 2010	[REDACTED]	[REDACTED]	[REDACTED]	May 2013
Cory Samia	May 2010	[REDACTED]	[REDACTED]	[REDACTED]	May 2013
Donald Nearhood	August 2011	[REDACTED]	[REDACTED]	[REDACTED]	August 2014
Martin Mendelson	August 2011	[REDACTED]	[REDACTED]	[REDACTED]	August 2014
<i>Staff Liaisons</i>		<i>Address</i>	<i>Phone</i>	<i>Email</i>	<i>Term Expires</i>
Bruce Barbarasch	Staff THPRD	5500 SW Arctic Drive, Suite 2, Beaverton 94005	503/629-6350	bbarbara@thprd.org	N/A
Kristin Atman	Staff THPRD	15655 SW Millikan Way, Beaverton 97006	503/629-6350	katman@thprd.org	N/A



# TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Kevin Apperson		Date: 1/20/2012
Address: [REDACTED]	City: [REDACTED]	Zip: [REDACTED]
Phone # (H) [REDACTED]	(WK) [REDACTED]	(CELL) [REDACTED]
Email: [REDACTED]		

**Advisory Committee you are applying for:**  
*(You must reside within the Park District boundaries)*

- Recreation 
 Aquatics 
 Sports 
 Trails 
 Elsie Stuhr Center 
 Historic Facilities   
 Natural Resources 
 Parks

1. Please explain your interest in serving on the Advisory Committee:

Continue to serve on Committee.

2. How long have you lived in the community? 40 years.

3. Have you or your family participated in any Center or other Recreation District activities?

What:

Sports and general interest classes/camps.

When:

Ongoing.

Where:

Cedar Hills Rec, Sport Complex, Athletic Center.

**\*CONTINUES ON NEXT PAGE**



**TUALATIN HILLS PARK & RECREATION DISTRICT  
ADVISORY COMMITTEE APPLICATION**

4. Have you served on other volunteer committees? YES  NO  If yes, please explain where, when, and what your responsibilities were:

TAC for last several years.

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

Planner/Landscape Architect for local Engineering Company.

6. Term of Office preferred:

2-YEAR TERM  or 3-YEAR TERM  *Please check one*



# TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Barbara Sonniksen		Date: 1/26/12	
Address: [REDACTED]		City: [REDACTED]	Zip: [REDACTED]
Phone # (H) [REDACTED]	(WK) _____	(CELL) _____	_____
Email: [REDACTED]			

**Advisory Committee you are applying for:**  
*(You must reside within the Park District boundaries)*

- Recreation   
 Aquatics   
 Sports   
 Trails   
 Elsie Stuhr Center   
 Historic Facilities   
 Natural Resources   
 Parks

1. Please explain your interest in serving on the Advisory Committee:

Over the last 10 years I've attempted to be a communication w/ the citizens of the NW quadrant and THPRD. My early goal was to establish trails before housing development engulfed the North Bethany area. I would hope to continue to pursue this goal in the coming years and also support connections between the separated trail segments throughout the THPRD area. I've enjoyed working with the THPRD staff.

2. How long have you lived in the community? 40 years.

3. Have you or your family participated in any Center or other Recreation District activities?

What:

When:

Where:

**\*CONTINUES ON NEXT PAGE**

**TUALATIN HILLS PARK & RECREATION DISTRICT  
ADVISORY COMMITTEE APPLICATION**

4. Have you served on other volunteer committees? YES  NO  If yes, please explain where, when, and what your responsibilities were:

CPO-7. (Citizens Participation org of Washington County)  
Past chair  
Presently Steering Committee Member.

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

32 years in Beaverton School District, as teacher.  
10 years on Trails Advisory Committee.  
Hiking throughout US, British Isles, Europe and Japan.

6. Term of Office preferred:  
2-YEAR TERM  or 3-YEAR TERM  *Please check one*



# TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Mary O'Donnell		Date: 1/26/2012	
Address: [REDACTED]		City: [REDACTED]	Zip: [REDACTED]
Phone # (H) [REDACTED] (WK) [REDACTED]		(CELL) [REDACTED]	
Email: [REDACTED]			

Advisory Committee you are applying for:  
*(You must reside within the Park District boundaries)*

- Recreation  Aquatics  Sports  Trails  Elsie Stuhr Center  Historic Facilities   
 Natural Resources  Parks

1. Please explain your interest in serving on the Advisory Committee:

I am an avid walker and use the trails, most every day. I want to see them taken care of and enjoyed by many.

2. How long have you lived in the community? 32 years.

3. Have you or your family participated in any Center or other Recreation District activities?

What:

No.

When:

Where:

Number of Years:

**\* CONTINUES ON NEXT PAGE**

**TUALATIN HILLS PARK & RECREATION DISTRICT  
ADVISORY COMMITTEE APPLICATION**

4. Have you served on other volunteer committees? YES  NO  If yes, please explain where, when, and what your responsibilities were:

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

6. Term of Office preferred:  
2-YEAR TERM  or 3-YEAR TERM  *Please check one*



# TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Alf T (Tom) Hjort		Date: 12/28/2011
Address: [REDACTED]	City: [REDACTED]	Zip: [REDACTED]
Phone # (H) [REDACTED]	(WK) [REDACTED]	(CELL) _____
Email: [REDACTED]		

Advisory Committee you are applying for:  
*(You must reside within the Park District boundaries)*

- Recreation  Aquatics  Sports  Trails  Elsie Stuhr Center  Historic Facilities   
Natural Resources  Parks

1. Please explain your interest in serving on the Advisory Committee:

Wish to continue serving on Trails Advisory Committee. Have served on Committee for several years and am currently Vice Chair. Interested in promoting and supporting trail development throughout THPRD

2. How long have you lived in the community? 48 years.

3. Have you or your family participated in any Center or other Recreation District activities?

What:

1. Visit to Nature Park,
2. Visits to Cooper Mtn Nature Park
3. Hike various THPRD trails
4. Jog/exercise at THPRD Athletic Center Hike and bike trails. Visits to Cooper Mountain, jog at Athletic Center.

When:

Many times over the years.

Where:

See above

Number of Years: 10-15-since THPRD established.

**\* CONTINUES ON NEXT PAGE**

## TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

4. Have you served on other volunteer committees? YES  NO  If yes, please explain where, when, and what your responsibilities were:

Make Our Park Whole Committee - to add 20+ a to Nature Park. Attended meetings, prepared and gave testimony over period of 10-24 months.  
Currently an Alternate Member for the Aloha Planning Study Advisory Committee.

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

- Career as a civil engineer, (now retired)
- Participation in committees described above.
- Frequent use and familiarity with THPRD facilities.
- Long time resident familiar with community and how it has grown.

6. Term of Office preferred:

2-YEAR TERM  or 3-YEAR TERM  *Please check one*



# Tualatin Hills Park & Recreation District TRAILS ADVISORY COMMITTEE ROSTER

Last Updated: January 2012

<i>Committee Member</i>	<i>Representing</i>	<i>Member Since</i>	<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>Email</i>	<i>Term Expires</i>
Tom Hjort Chair	Southwest Quadrant	February 2005	[REDACTED]	[REDACTED]		[REDACTED]	February 2014
Joseph Barcott	At-Large	April 2006	[REDACTED]	[REDACTED]		[REDACTED]	February 2013
Kevin Apperson	At-Large	July 2006	[REDACTED]	[REDACTED]		[REDACTED]	February 2014
John Gruher Vice Chair	At-Large	December 2010	[REDACTED]	[REDACTED]		[REDACTED]	February 2013
Bernadette Le Secretary	Southeast Quadrant	January 2012	[REDACTED]	[REDACTED]		[REDACTED]	January 2014
Mary O'Donnell	At-Large	October 2009	[REDACTED]	[REDACTED]		[REDACTED]	February 2014
Jim Parsons	At- Large	September 2010	[REDACTED]	[REDACTED]		[REDACTED]	September 2012
Barbara Sonniksen	Northwest Quadrant	February 2005	[REDACTED]	[REDACTED]		[REDACTED]	February 2014
Robert Vanderbeck	At-Large	October 2011	[REDACTED]	[REDACTED]		[REDACTED]	October 2013
Rotating Staff	Beaverton Bicycle Advisory Committee		Engineering Div/ Public Works Dept P.O. Box 4755 Beaverton, OR 97076-4755	503/526-2424	503/350-4052	<a href="mailto:mmiddleton@beavertonoregon.gov">mmiddleton@beavertonoregon.gov</a>	
<i>Ex-Officio Member</i>	<i>Representing</i>		<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>Email</i>	<i>Term Expires</i>
Steve Gulgren	THPRD		5500 SW Arctic Drive, Suite 2 Beaverton, OR 97005	503/629-6305 ex 2940	503/629-6307	<a href="mailto:sgulgren@thprd.org">sgulgren@thprd.org</a>	n/a
Margaret Middleton	City of Beaverton		Engineering Div/ Public Works Dept P.O. Box 4755 Beaverton, OR 97076-4755	503/526-2424	503/350-4052	<a href="mailto:mmiddleton@beavertonoregon.gov">mmiddleton@beavertonoregon.gov</a>	n/a
Mel Huie / Robert Spurlock	Metro		600 NE Grand Avenue Portland, OR 97232-2736	503/797-1731	503/797-1588	<a href="mailto:mel.huie@oregonmetro.gov">mel.huie@oregonmetro.gov</a> <a href="mailto:robert.spurlock@oregonmetro.gov">robert.spurlock@oregonmetro.gov</a>	n/a
Joy Chang	Washington County		155 N First Avenue Hillsboro, OR 97124	503/846-3873	503-846-4412	<a href="mailto:Joy_Chang@co.washington.or.us">Joy_Chang@co.washington.or.us</a>	n/a
Kevin Sutherland	Beaverton School District		16550 SW Merlo Road Beaverton, OR 97006	503/591-1911		<a href="mailto:Kevin_Sutherland@beaverton.k12.or.us">Kevin_Sutherland@beaverton.k12.or.us</a>	n/a





[8E]

## MEMO

**DATE:** January 26, 2012  
**TO:** Doug Menke, General Manager  
**FROM:** Hal Bergsma, Director of Planning

**RE:** **Resolution Authorizing Annexation of Properties in North Bethany During 2012 per ORS 198.857(2)**

### Introduction

Staff is seeking Board of Directors approval of a blanket resolution for the purpose of approving future annexation of properties in the North Bethany area to the Park District during 2012 per ORS 198.857(2).

### Background

ORS 198.857(2) states:

*(2) When the owner of a parcel of land wants to annex that land to a district, the owner may file an annexation petition with the county board. The petition shall declare that the petition is filed pursuant to this section, state the name of the affected district and all affected counties, indicate the principal Act of the affected district and be signed by the owner of the parcel of land. Before the petition is filed with the county board, the petition must be approved by indorsement thereon by the board of the affected district and by any other agency also required by the principal Act to indorse or approve the petition.*

On November 7, 2011, the Board adopted a resolution approving annexations of property to the district in 2012 pursuant to Washington County Ordinance No. 624. The key provision of that ordinance requires new development<sup>1</sup> on property that is not addressed by an urban service agreement or located in a park and recreation district to annex to a park district:

- When a park district has been identified as the long-term service provider to the area the development is located in, and
- When the proposed development is subject to a development application (e.g., a subdivision). The new development would also be subject to the Park District's park SDC upon annexation.

As part of this Ordinance, the Tualatin Hills Park & Recreation District was established as the park and recreation service provider for the portion of the urban unincorporated area of the county between the Hillsboro, Portland and Tigard urban service boundaries for which the District has adopted a Park Master Plan. However, Ordinance No. 624 does not define the North Bethany area as being within THPRD's service area because at the time the ordinance

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<sup>1</sup> New development means development where a land use application must be submitted, such as a new subdivision or commercial building. New development does not include the construction of a single family residence on a vacant lot or a lot that has received preliminary land use approval and the expansion or alteration of an existing single family home.

was adopted in 2004, North Bethany was not yet open for urban development. That situation was changed in 2009 when, pursuant to County Ordinance No. 712, Policy 15 of the County's Comprehensive Framework Plan for the Urban Area was amended to identify THPRD as the parks, trails and open space provider for North Bethany. And in 2011, by adoption of Ordinance No. 730, approval of development in North Bethany was made contingent on demonstration of annexation to all urban service providers in the area including THPRD.

Now that the North Bethany area is open for urban development as the result of County application of urban zoning late last year, annexation requests are imminent. Staff has drafted a resolution, based on resolutions previously adopted to authorize annexations under County Ordinance No. 624, so as to "indorse" petitions for annexation to THPRD in North Bethany in 2012. In future years, we will structure the resolution so that it encompasses the District's entire expanded urban service area.

### **Proposal Request**

Approve the attached resolution to indorse petitions for annexation of North Bethany properties (as shown on the attached map) to the Park District during 2012, so developers will be able to promptly comply with the terms of the County's land use decision process.

### **Benefits of Proposal**

By approving the blanket resolution for the purpose of indorsing petitions for annexation during 2012 of North Bethany properties to the Park District, the Park District will not have to indorse annexation petitions for each development on a project-by-project basis. The resolution will indorse petitions for annexation of all North Bethany properties for the entire calendar year.

### **Potential Downside of Proposal**

There does not appear to be any downside to this proposal.

### **Action Requested**

Board of Directors approval of and signature on Resolution No. 2012-05 for the purpose of indorsing petitions for annexation of properties in North Bethany to the District during 2012. Additionally, Board of Directors authorization for staff to submit the resolution to Washington County for processing.

**RESOLUTION NO. 2012-05**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
TUALATIN HILLS PARK & RECREATION DISTRICT  
INDORSING PETITIONS FOR ANNEXATION OF NORTH BETHANY  
PROPERTIES TO THE DISTRICT IN 2012**

**WHEREAS**, Washington County adopted Ordinance No. 712 in 2009, amending the Washington County Comprehensive Framework Plan for the Urban Area and the Community Development Code to recognize the Tualatin Hills Park & Recreation District ("District") as the long term park and recreation service provider in the North Bethany area of urban unincorporated Washington County, as shown on Exhibit A; and

**WHEREAS**, Washington County Ordinance No. 730, adopted in 2011, requires the owner(s) of properties in the North Bethany area to annex to the District to receive development approval; and

**WHEREAS**, ORS 198.857(2) requires that petitions for annexation to the District be indorsed by the District Board; and

**WHEREAS**, it is anticipated that approval for urban development of North Bethany properties will be sought in 2012, and will thus be subject to the application of County regulations requiring annexation to the District and ORS 198.857(2); and

**WHEREAS**, the District Board wishes to indorse North Bethany annexation petitions filed in 2012 and to file the indorsement in the form of this resolution with the Washington County Board of Commissioners for consideration at annexation hearings during 2012.

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

Section 1. The Board hereby indorses petitions for annexation of properties in North Bethany to the District during 2012.

Section 2. The District staff is hereby authorized and directed to file this resolution and exhibit with the Washington County Board of Commissioners.

Section 3. This resolution shall be effective immediately upon its adoption by the Board.

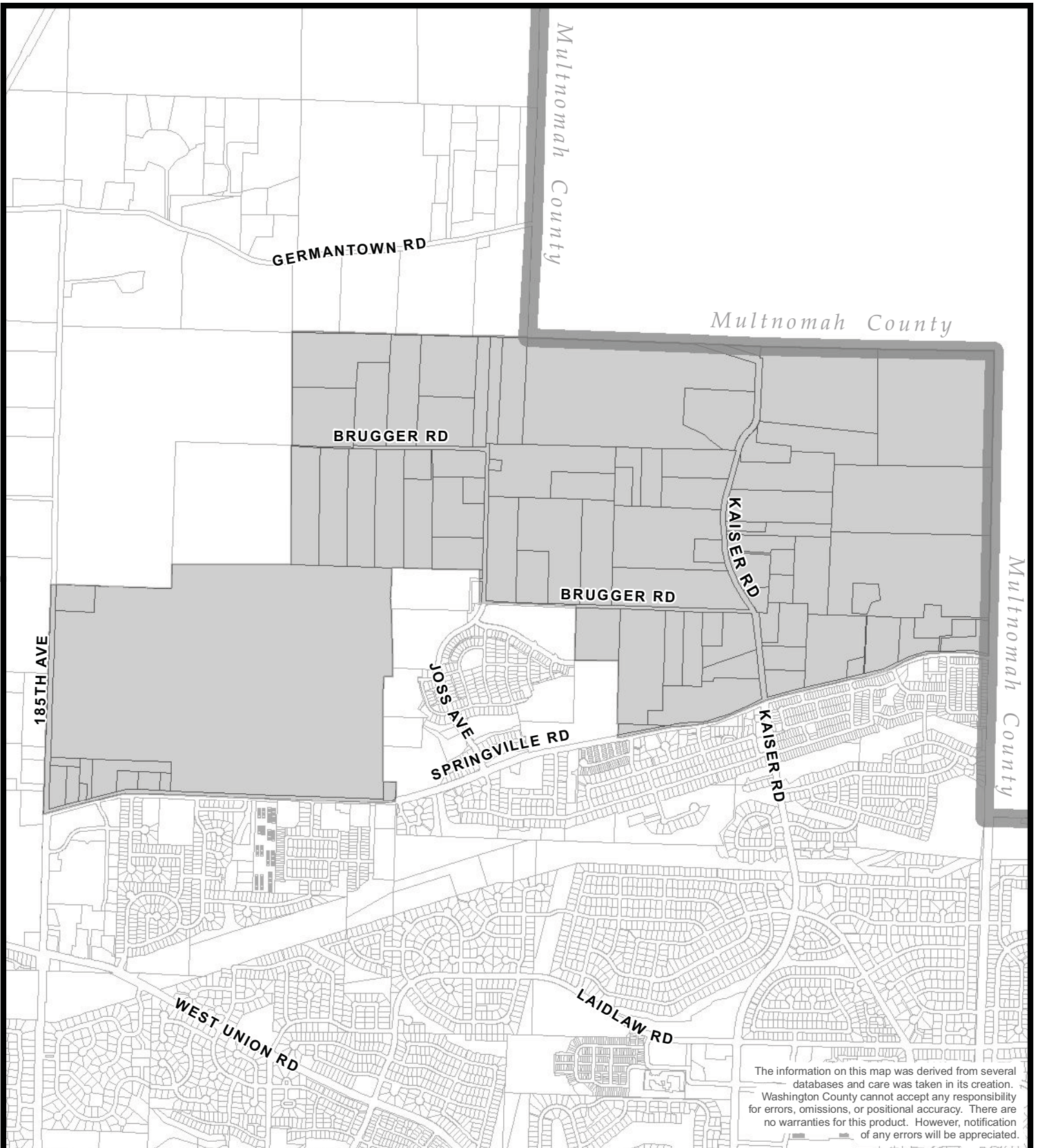
Adopted this 6<sup>th</sup> day of February, 2012.

\_\_\_\_\_  
Bob Scott, Board President



\_\_\_\_\_  
Larry Pelatt, Board Secretary

Adoption and date attested by:

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



The information on this map was derived from several databases and care was taken in its creation. Washington County cannot accept any responsibility for errors, omissions, or positional accuracy. There are no warranties for this product. However, notification of any errors will be appreciated.

-  North Bethany Subarea
-  Washington County/Multnomah County Line

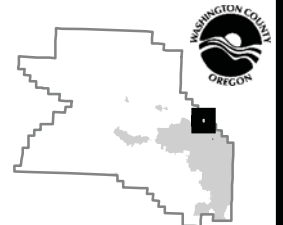


1:18,000

0 750 1,500



Feet





[8F]

## MEMO

**DATE:** January 25, 2012  
**TO:** Doug Menke, General Manager  
**FROM:** Hal Bergsma, Director of Planning

**RE:** Jordan Trail Construction Contract

### Introduction

Staff is seeking Board of Directors approval of the lowest responsible bid for the construction of the Jordan Woods Natural Area trail project.

### Background

The project went out to bid to a list of prequalified contractors for trail projects on December 15, 2011. The initial construction budget at the very beginning of the project was \$1,094,800. The final construction estimate range as determined by two independent cost estimators was \$750,943 and \$1,145,970. In addition to the construction estimate, there is an additional \$63,655 in THPRD purchased bridges and boardwalk structures, and planting mitigation for the project. When this number is added to the construction estimate range, the total construction estimate range for the project would be \$814,598 and \$1,209,625.

The bid opening was on January 18, 2012 and the District received a total of 11 bids. The lowest responsible bidder is Brant Construction, Inc., with a base bid of \$812,000. Staff has reviewed their bid and has determined that Brant Construction, Inc. has submitted a responsive and qualified bid. Adding the THPRD purchased bridges and boardwalk structures (\$41,155) and separate contract mitigation planting (\$22,500) to the Brant Construction, Inc. base bid (\$812,000) results in a total construction budget of \$875,655.

All permit documents have been submitted to and accepted by Washington County. Staff is completing the final assurances requirements and expects to pick up the permits in early March, which will coincide with the beginning of construction. The construction phase of the project is scheduled for substantial completion by the end of 2012, and the site will be opened to the public. Mitigation preparation and planting, which is outside publicly accessed areas, will continue into the winter of 2014.

### Proposal Request

Staff is seeking Board of Directors approval of the lowest responsible bid of \$812,000 from Brant Construction, Inc. for the construction of the Jordan Woods Natural Area trail project and authorization for the General Manager or his designee to execute the contract.

### Benefits of Proposal

Acceptance of the bid from Brant Construction, Inc. will result in some project funding savings due to their bid being below the project cost estimates. The exact amount will be determined after project change orders are processed and the project is completed. The completion of this project will allow patrons defined entry points and ADA access to observe and experience the

site as well as Cedar Mill Creek. These trail improvements will eliminate inadequate and unsafe trails, and will reduce unwanted use in sensitive natural areas.

**Potential Downside of Proposal**

There appears to be no downside to this proposal.

**Action Requested**

Board of Directors approval of the following items:

1. Acceptance of the lowest responsible bid from Brant Construction, Inc. for the construction of the Jordan Woods Natural Area trail project for the amount of \$812,000; and
2. Authorization for the General Manager or his designee to execute the contract.

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

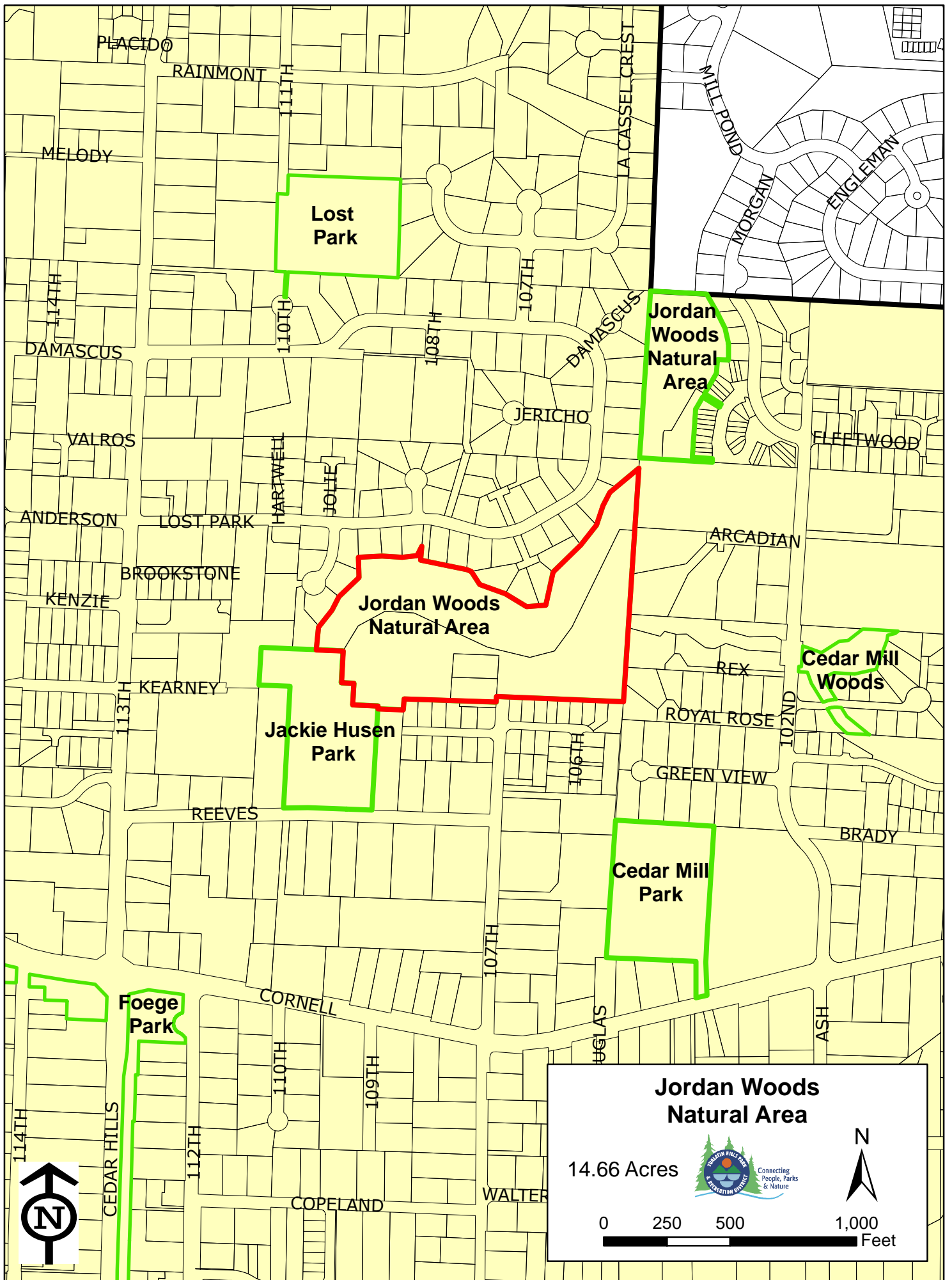
<b>Project:</b>	Jordan Woods Natural Area – Trail Project	
<b>Contractor:</b>	Brant Construction, Inc.	
Contractor worked for THPRD previously: <b>NO</b>		
Contractor references checked: <b>YES</b>		
Contractor registered with appropriate boards: <b>YES</b>		
<b>SCOPE OF WORK</b>		
<b>Location:</b>	10580 NW Lost Park Drive Washington County, OR 97229	
<b>Description:</b>	Project to include hard and soft surface trails, concrete stairs, creek and wetland bridge crossings, stone retaining walls, drainage improvements, and mitigation plantings.	
<b>FUNDING SOURCE</b>		
<b>Funding Sources:</b>	<b>Amount:</b>	<b>Page:</b>
2008 Bond Measure Construction Budget (Appendix G.)	\$1,094,800.00	
<b>Total Project Funding:</b> Capital Projects Report (9/30/11)	<b>\$1,670,156.00</b>	

<b>PROPOSALS RECEIVED</b>			
<b>Low to High Bid</b>	<b>Contractor</b>	<b>Base Bid Amt.</b>	<b>Completed Bid forms</b>
<b>1</b>	Brant Construction, Inc.	\$812,000.00	Yes
<b>2</b>	Colf Construction	\$863,000.00	Yes
<b>3</b>	Evergreen Pacific	\$870,612.00	Yes
<b>4</b>	Paul Brothers	\$833,822.00	No
<b>5</b>	K+E Excavating	\$918,790.00	Yes
<b>6</b>	Legacy Contracting	\$933,750.00	Yes
<b>7</b>	Emery & Sons	\$959,000.00	Yes
<b>8</b>	Dirt & Aggregate Inter.	\$987,777.00	Yes
<b>9</b>	JP Contractors	\$1,019,000.00	Yes
<b>10</b>	Brown Contracting	\$1,186,000.00	Yes
<b>11</b>	Etling Northwest	\$1,190,000.00	Yes

**PROJECTED PROJECT SCHEDULE**

Invitation to Bidders – Email	December 15, 2011
Mandatory Pre-Bid Conference	December 22, 2011 at 1:30 PM
Sealed Bids Due and Bid Closing Time	January 18, 2012 at 2:00 PM
Bid Opening	January 18, 2012 at 2:05 PM
Final Bid Review / Memo to Board	January 20, 2012
THPRD Board Meeting to approve Bid	February 6, 2012
Notice of Intent to Award – Start contract preparation	February 7, 2012
Notice to Proceed (approx.)	March 8, 2012
Preconstruction Site Meeting (approx.)	March 12, 2012 (time TBD)
Preconstruction Conference with County	March 12-23, 2012 (time and date TBD)
Site Mobilization (approx.)	March 18, 2012
Desired Project Duration – Notice to Proceed to Substantial Completion	6 months





Lost Park

Jordan Woods Natural Area

Jordan Woods Natural Area

Jackie Husen Park

Cedar Mill Woods

Cedar Mill Park

Foege Park

### Jordan Woods Natural Area

14.66 Acres




0 250 500 1,000 Feet






**Jordan Woods Natural Area**

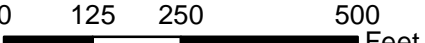
14.66 Acres



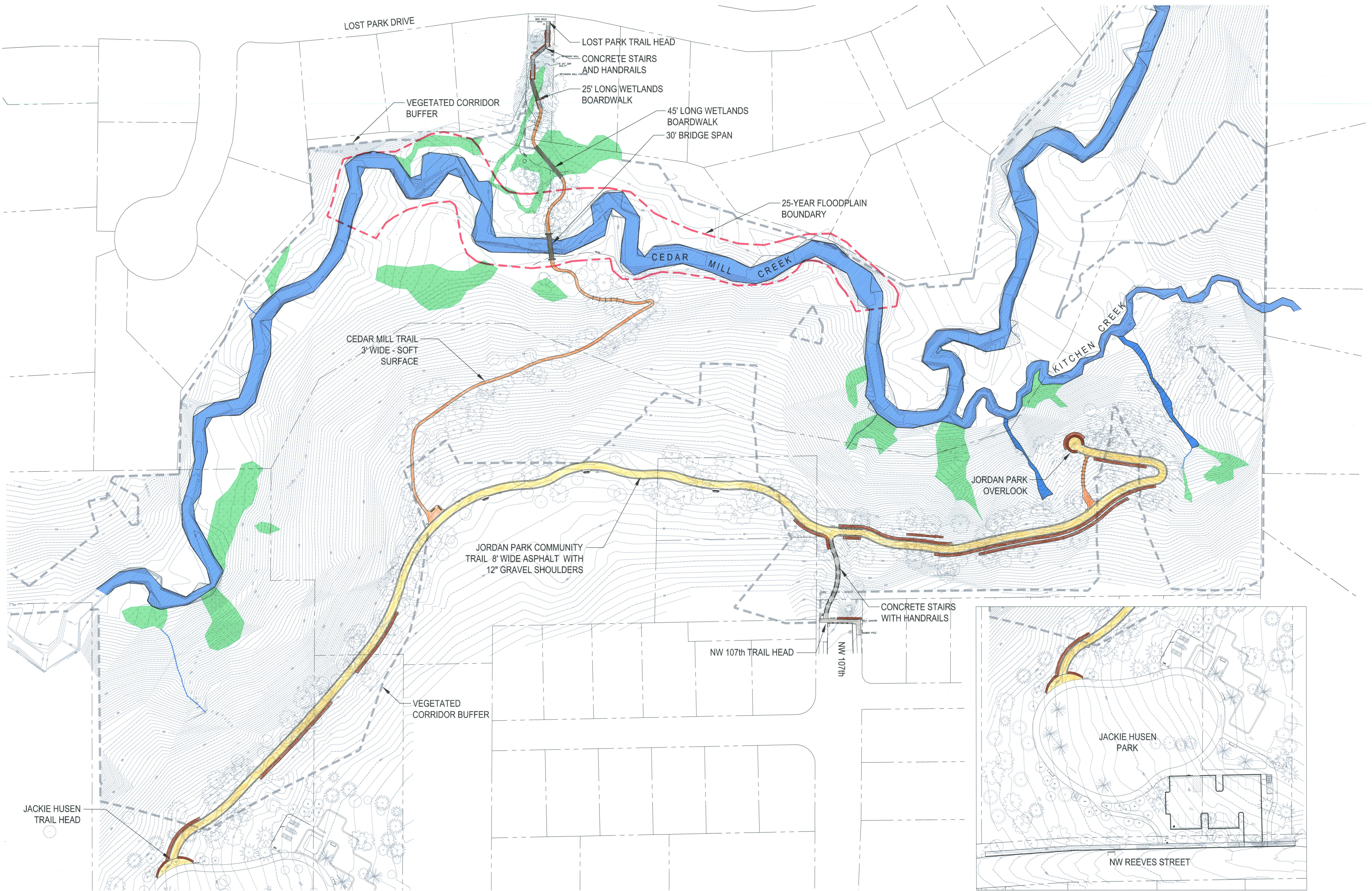
Connecting People, Parks & Nature



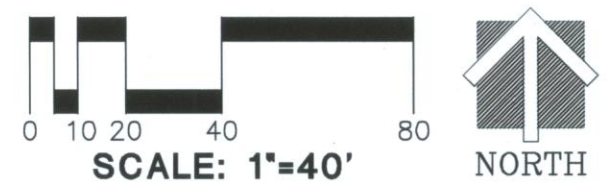
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Jackie Husen Park



# Site Overview

Walker Macy

# Jordan Park - Design Development

MAY 2010





[8G]

## MEMO

**DATE:** January 19, 2012  
**TO:** Doug Menke, General Manager  
**FROM:** Keith Hobson, Director of Business & Facilities  
**RE:** **Sunset Swim Center Seismic Upgrade Contract**

### Introduction

Staff is requesting approval to award the contract for seismic upgrades to the Sunset Swim Center to Robert Gray Partners, Inc. in the amount of \$485,302 (base bid of \$450,168 and three bid alternates totaling \$35,134).

This project is budgeted in the Bond Capital Projects Fund in the amount of \$1,044,606, and the project construction estimate was \$845,000.

### Background

In May of 2009, THPRD commissioned Peterson Structural Engineers to conduct a seismic evaluation of the existing Sunset Swim Center, using the American Society of Civil Engineers (ASCE) standards 31-03, "Seismic Evaluation of Existing Buildings" to determine deficient areas in the existing structure that can be identified for upgrades and risk assessment.

Elements of the structure found and/or suspected to be in non-conformance with ASCE 31-03 Tier 1 standard were identified and prioritized. It should be noted that all upgrades are voluntary.

For the purpose of the analysis, the Sunset Swim Center was considered a non-essential facility and the primary concern regarding the building's structure following a seismic event is for Life-Safety as opposed to Immediate Occupancy. The Life-Safety level of performance is intended to facilitate the egress of occupants within the building during a seismic event and is not intended to prevent damage.

In June of 2009, the District completed a successful re-build of the Sunset pool, HVAC plenum located under the pool deck. Planning is also underway to renovate the Sunset Park parking lot and convert to a pervious surface in July of 2013.

Staff contracted with Peterson Structural Engineers to perform the building analysis and prepare structural drawings. Staff also contracted with the architectural firm of Barrantene, Bates and Lee to review and modify the design to best match existing architectural elements and finishes. The architectural firm will also be retained for construction administration and permitting.

### Bid Opening

The bid opening to complete the building seismic upgrade was held Thursday, January 19. Nine bids were received, with Robert Gray Partners, Inc., submitting the low base bid of

\$450,168 and three bid alternates totaling \$35,134. The overall low bid including, three alternates, is \$485,302.

Complete Bid Results as follows:

<b>Bidder</b>	<b>Base Bid</b>	<b>Alt # 1 Hall Windows</b>	<b>Alt # 2 HVAC Air Balance</b>	<b>Alt # 3 Painting</b>	<b>Total</b>
Robert Gray	\$450,168	\$12,538	\$2,318	\$20,278	\$485,302
Parr Tek	\$474,800	\$5,000	\$6,600	\$33,200	\$519,600
Skyward	\$475,789	\$12,600	\$5,000	\$31,000	\$524,389
2KG	\$474,500	\$12,500	\$2,000	\$39,500	\$528,500
Todd Hess	\$505,204	\$6,620	\$2,255	\$24,763	\$538,842
Integrity	\$496,114	\$9,500	\$5,500	\$31,725	\$542,839
Seabold	\$502,769	\$14,424	\$2,213	\$30,250	\$549,656
Payne	\$507,766	\$5,200	\$8,605	\$28,800	\$550,371
Emrick	\$593,593	\$13,000	\$3,000	\$31,000	\$640,593

**Proposal Request**

Staff is requesting approval to award the contract for the Sunset Swim Center seismic upgrades to Robert Gray Partners, Inc. in the amount of \$485,302, which includes the base bid and all three alternates.

The bid alternates are as follows:

- Alternate 1 – Replace hallway windows on north side with energy efficient windows (funded via General Fund)
- Alternate 2 – Rebalance the HVAC system (funded via Bond Fund)
- Alternate 3 – Interior and exterior painting (funded via Bond Fund)

The building upgrades within the base bid will include a complete replacement of the roof and ceiling above the men’s and women’s dressing rooms and office area. The exterior concrete masonry unit (CMU) walls of the dressing room and offices will be replaced due to their lack of lateral reinforcement and existing damage. New doors will be replaced in the vestibule entry and an office door will be relocated on the north side. Exterior brace frames and footings will be installed on the north, east and south sides of the pool area to replace existing, insufficient wall piers. Finally, additional reinforcements and bracing will be installed for storage units, HVAC ducts and mechanical room storage.

Staff conducted reference checks of the proposed contractor, focusing on related experience in the technical field. Staff is satisfied that the contractor has sufficient prior work experience in the technical areas required for this project and that the quality of performance meets accepted standards. Robert Gray Partners, Inc. recent work includes completion of the THPRD Fanno Creek Service Center renovation.

Assuming Board approval of the bid award, the proposed work schedule is as follows:

Award Bid: February 6, 2012  
 Pre-Construction Meeting: February 15, 2012  
 Construction Begins: March 9, 2012  
 Substantial Completion June 4, 2012

### **Benefits of Proposal**

Approval of the bid award, and the successful completion of this project satisfies a commitment to voters per the 2008 Capital Bond Program. While seismic upgrades are voluntary, they demonstrate a safety commitment to patrons and staff. The primary purpose of the upgrades is to bolster and improve safe egress following a seismic event. During the closure, additional maintenance will take place including a complete resurface of the plaster pool tank.

The proposed bid award is substantially below the construction cost estimate and the project budget thereby providing savings to the Bond Fund.

### **Potential Downside of Proposal**

During the construction period, the Sunset Swim Center will close for all events. Adjustments have been made to offset displaced services and programs, and the timing of the closure was set to minimize disruption of patron and competitive swim activities.

### **Action Requested**

Board of Directors approval of the following items:

1. Acceptance of the lowest responsible bid from Robert Gray Partners, Inc. for the seismic building upgrades project at Sunset Swim Center, including three bid alternates, for the amount of \$485,302; and
2. Authorization for the General Manager or his designee to execute the contract.



[8H]

## MEMO

**DATE:** January 25, 2012  
**TO:** Doug Menke, General Manager  
**FROM:** Hal Bergsma, Director of Planning  
**RE:** Schiffler Park Construction Contract

### Introduction

Staff is seeking Board of Directors approval of the lowest responsible bid for the construction of the Evelyn M. Schiffler Memorial Park (Schiffler Park) project.

### Background

The project went out to bid on December 16, 2011. It was advertised in the *Daily Journal of Commerce* on December 16 and 19. The initial construction budget for the project was \$2,231,250. The construction estimate range as determined by two independent cost estimators was \$2,098,766 and \$2,186,257. In addition to the construction estimate, there is an additional \$111,524 in THPRD purchased project components. When this number is added to the construction estimate range, the total construction estimate range for the project would be \$2,210,290 and \$2,297,781.

The bid opening was held on January 19, 2012 and the District received a total of 11 bids. The lowest responsible bidder is Paul Brothers, Inc., with a base bid of \$1,724,300. Staff has reviewed their bid and has determined that Paul Brothers, Inc. has submitted a responsive and qualified bid. Adding the THPRD purchased project components (\$111,524) to the Paul Brothers, Inc. base bid (\$1,724,300), results in a total construction budget of \$1,835,824.

All permit documents have been submitted to and accepted by the City of Beaverton. Staff is completing the final assurance requirements and expects to pick up the permits in early March, which will coincide with the beginning of construction. The construction phase of the project is scheduled for completion by the end of 2012.

### Proposal Request

Staff is seeking Board of Directors approval of the lowest responsible bid of \$1,724,300 from Paul Brothers, Inc. for the construction of the Schiffler Park project and authorization for the General Manager or his designee to execute the contract.

### Benefits of Proposal

Acceptance of the bid from Paul Brothers, Inc. will result in some project funding savings due to their bid being below the project cost estimates. The exact amount will be determined after project change orders are processed and the project is completed. With the completion of this project, it will result in a long-term community asset providing recreation and stewardship to the District and its patrons.

It should be noted that Paul Brothers, Inc. has been the construction contractor for the almost-completed Camille Park redevelopment project.

**Potential Downside of Proposal**

There appears to be no downside to this proposal.

**Action Requested**

Board of Directors approval of the following items:

1. Acceptance of the lowest responsible bid from Paul Brothers, Inc. for the construction for the Schiffler Park project for the amount of \$1,724,300; and
2. Authorization for the General Manager or his designee to execute the contract.



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

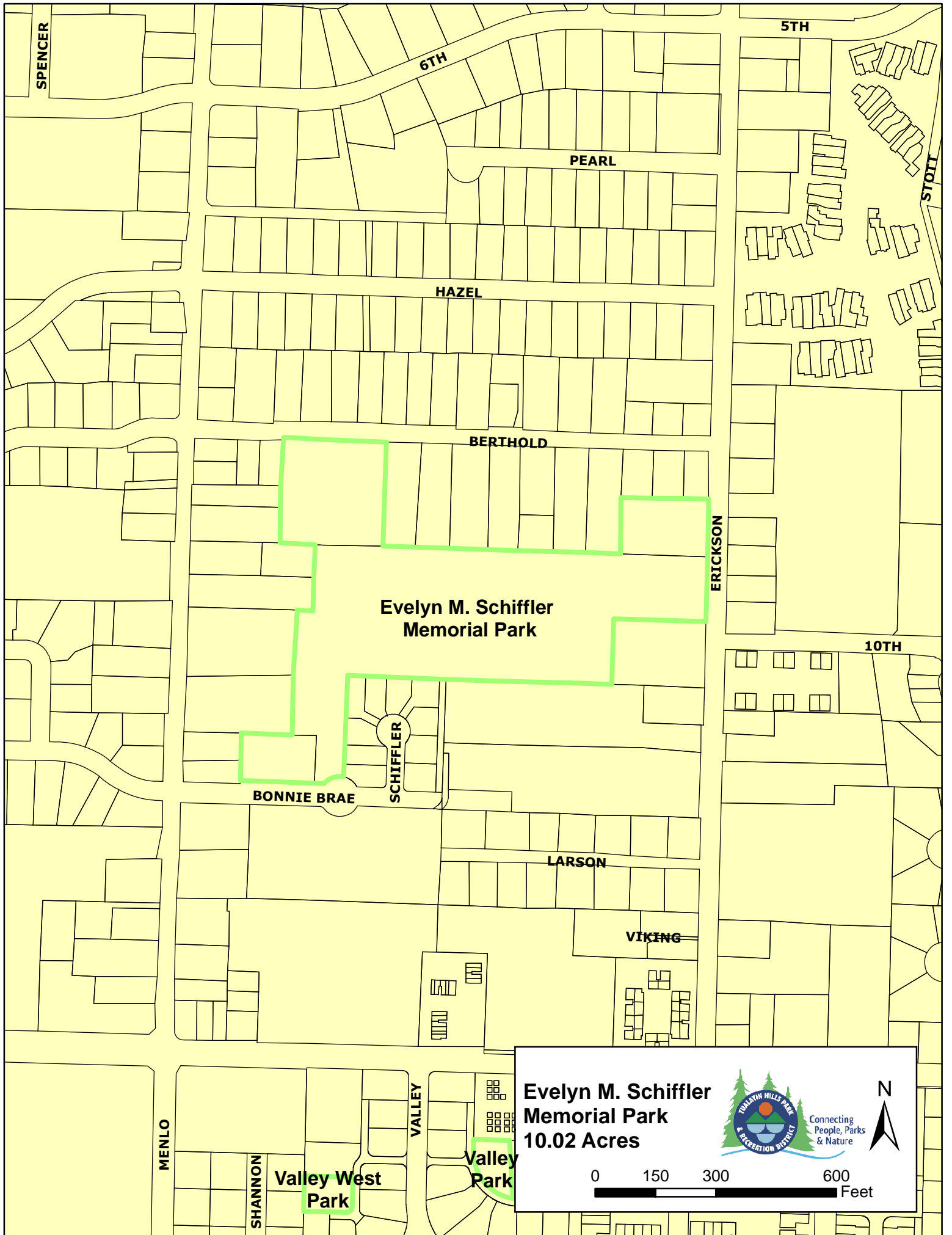
<b>Project:</b>	Evelyn M. Schiffler Memorial Park Construction		
<b>Contractor:</b>	Paul Brothers, Inc.		
Contractor worked for THPRD previously: <b>YES</b>			
Contractor references checked: <b>YES</b>			
Contractor registered with appropriate boards: <b>YES</b>			
<b>SCOPE OF WORK</b>			
<b>Location:</b>	Evelyn M. Schiffler Memorial Park		
<b>Description:</b>	Complete park renovation including wetland mitigation, new park facilities		
<b>FUNDING SOURCE</b>			
<b>Funding Sources:</b>	<b>Amount:</b>	<b>Page:</b>	
2008 Bond Measure Construction Budget (Appendix G.)	\$2,231,250.00		
<b>Total Project Funding:</b> Capital Projects Report (9/30/11)	<b>\$3,654,294.00</b>		

**PROPOSALS RECEIVED**

Low to High Bid	Contractor	Base Bid Amt.	Completed Bid forms
1	Paul Brothers, Inc.	\$1,724,300.00	Yes
2	Bernhardt Golf	\$1,758,000.00	Yes
3	JP Contractors	\$1,781,794.00	Yes
4	Payne Construction	\$1,889,971.00	Yes
5	Colf Construction	\$1,936,200.00	Yes
6	Triplett Wellman Inc.	\$1,969,000.00	No
7	K&E Excavating	\$1,999,595.00	Yes
8	Thompson Brothers Excavating	\$2,045,000.00	Yes
9	Elting NW	\$2,115,000.00	Yes
10	Eagle Elsner	\$2,150,000.00	No
11	Brown Contracting	\$2,293,500.00	Yes

<b>PROJECTED PROJECT SCHEDULE</b>	
Invitation to Bidders – DJC	December 16 & 19, 2011
Mandatory Pre-Bid Conference	December 22, 2011 at 9:30 AM
Sealed Bids Due and Bid Closing Time	January 19, 2012 at 2:00 PM
Bid Opening	January 19, 2012 at 2:05 PM
Final Bid Review / Memo to Board	January 25, 2012
THPRD Board Meeting to approve Bid	February 6, 2012

Notice of Intent to Award – Start contract preparation	February 7, 2012
Notice to Proceed (approx.)	February 28, 2012
Preconstruction Site Meeting (approx.)	March 5, 2012 (time TBD)
Site Mobilization (approx.)	March 7, 2012
Desired Project Duration – Notice to Proceed to Substantial Completion	12 months



**Evelyn M. Schiffler Memorial Park**  
10.02 Acres



Connecting People, Parks & Nature



0 150 300 600 Feet







HAZEL

BERTHOLD

ERICKSON

BONNIE BRAE

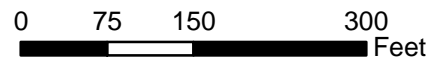
LARSON

Evelyn M. Schiffler Memorial Park

**Evelyn M. Schiffler Memorial Park**  
**10.02 Acres**



Connecting People, Parks & Nature







[9A]

## MEMO

**DATE:** January 30, 2012  
**TO:** Doug Menke, General Manager  
**FROM:** Jim McElhinny, Director of Park & Recreation Services

**RE:** Community Garden Program

### Introduction

This memo provides an update on the current status of the Tualatin Hills Park & Recreation District Community Garden Program, and also includes the history of the program and the projected future of THPRD community gardens.

### Background

THPRD constructed the first community garden in 1998 on park land adjacent to the Harman Swim Center. The garden quickly became popular with local residents. The second District community garden was constructed in Cedar Hills Park in 2000. These gardens were not fenced, and were administered through the District's Maintenance Operations Department.

Interest in local and sustainable organic gardening has had a strong resurgence in the last 10 years. The District has many acres of park land that are suitable for community gardens and do not have another specific dedicated use. The District is strategically developing gardens in all four quadrants of the District.

Eichler Park Community Garden was constructed as a result of a partnership between THPRD and the Tualatin Valley Housing Partners (TVHP). TVHP manages several low-income apartment complexes next to the park, and were looking for activities that would promote healthy living and cooperation amongst their tenants. The District constructed the garden and TVHP managed it for their tenants for several years. Currently, TVHP maintains 2 plots in the garden, and the remainder are available to the general public.

John Marty Park Community Garden was the next garden to be established in 2007, and was a result of a grassroots effort by neighbors adjacent to the park, who assisted in the development and construction of the garden. This garden is fenced with split rail fencing and was the first completely organic THPRD garden. Initially, John Marty Park Community Garden was 32 plots in size. A 27 plot expansion to the garden was added in 2009, resulting in a 59 plot garden.

The HMT Complex Community Garden was initially developed in 2008 as a THPRD Staff Giving Garden. Staff volunteered their time to cultivate the garden, and all of the produce was donated to the Sunshine Pantry in Beaverton. The HMT Complex Community Garden is now open for public use.

Ridgewood Park Community Garden was developed in 2010 following the HMT Complex Community Garden, to provide a garden in the northeast quadrant of the District.

Bethany Lake Community Garden was constructed in 2011, and is the first THPRD garden to feature recycled plastic lumber raised garden boxes for individuals with disabilities.

Southminster Community Garden will be available to the public in the spring of 2012, and is a result of a partnership between THPRD and the Southminster Presbyterian Church, located at SW Denney Road and Hall Boulevard in Beaverton. The garden is on church land, and THPRD will manage the 30 plots in the garden.

<b>Current Community Garden Summary</b>	<b>Number of Plots</b>
Bethany Lake	54
Cedar Hills	44
Eichler Park	9
Harman	40
HMT	8
John Marty Park	59
Ridgewood	24
Southminster	30
<b>Total</b>	<b>268</b>

### **Community Garden Registration and Guidelines**

Garden plots are rented for a full calendar year, with current gardeners having the priority to renew their plots. Generally, community gardens operate at capacity and staff maintains waiting lists. Reservation forms are available at District facilities and on the website under Parks/Community Gardens. Garden plots are \$30 per year for a single plot and \$45 a year for each additional plot. Plot sizes vary, with the average size plot being 10' X 10' or 12' X 12'.

THPRD provides water for all gardens from April through October. Gardeners are encouraged to conserve water, and must provide their own hoses, tools, etc. Chemical pesticides and herbicides are not allowed in any District community garden. Garden guidelines are distributed to all gardeners and will be updated in 2012.

### **Community Partners**

THPRD has worked with several community partners with the Community Garden Program. Excess produce from several gardens is donated to the Sunshine Pantry in Beaverton, and the Tualatin Valley Gleaners have picked and distributed excess produce to the needy. Washington County Master Gardeners have offered instruction to new gardeners, and offer gardening classes at several District facilities, including the Stuhr Center. Partnering with Tualatin Valley Housing Partners led to the development of Eichler Park Community Garden and the provision of garden plots to low-income individuals in the community. A strong partnership with Southminster Presbyterian Church had led to the development of the Southminster Community Garden.

### **Future Community Gardens**

Partnership opportunities for new community gardens are being explored with Sunset Presbyterian Church and Light of Life Lutheran Church in Aloha. In addition, several bond project sites have been identified for community gardens, with some garden sizes and numbers of plots yet to be determined.

### **Bond Project Sites**

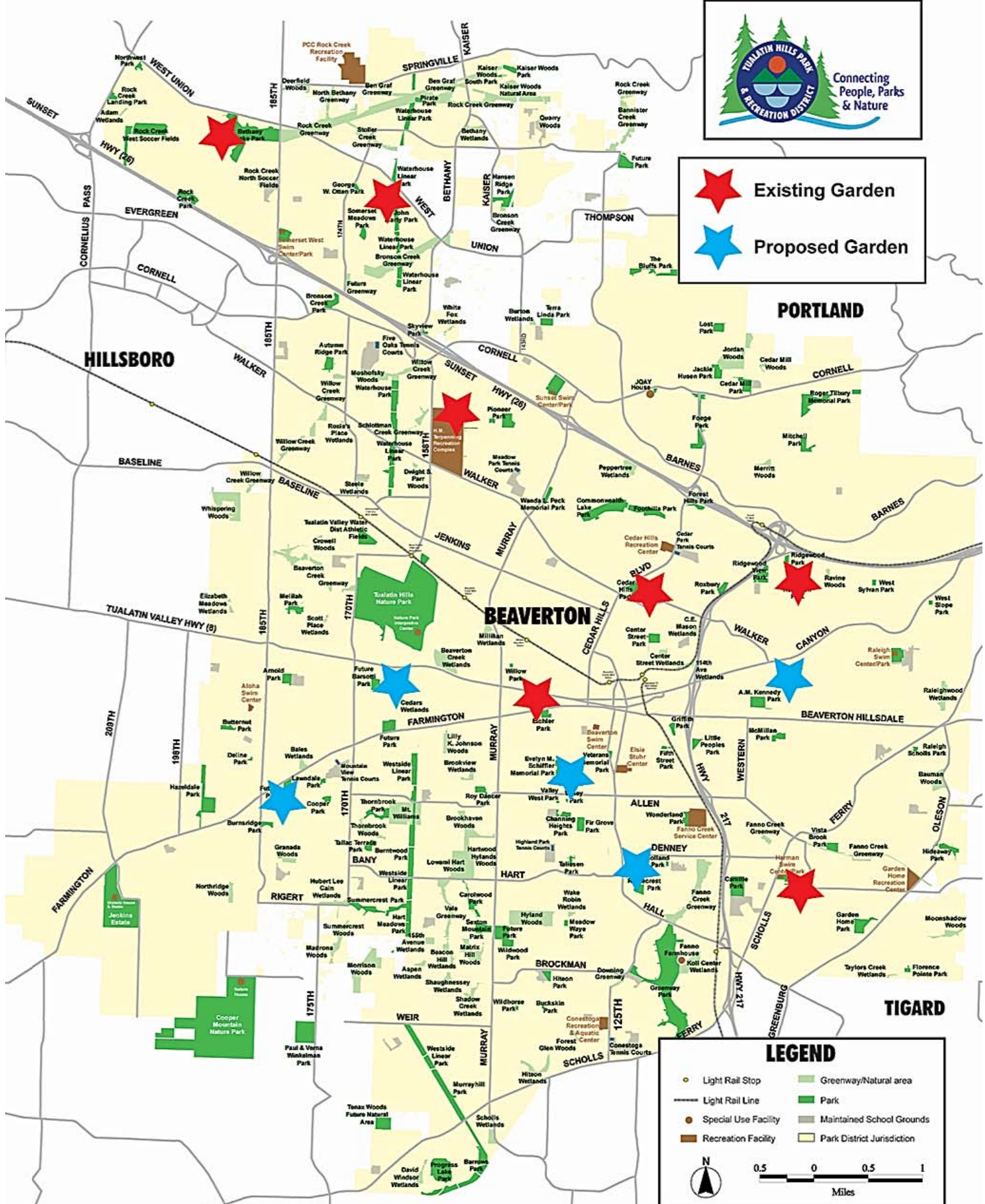
A.M. Kennedy Park	Available spring 2013
Schiffler Park	Available spring 2013
Barsotti Park	Available spring 2014
SW Community Park	Available spring 2017

The future is bright for the THPRD Community Garden Program, with strong support from District residents and community partners.

### **Action Requested**

No action requested. Informational report only.

# TUALATIN HILLS PARK & RECREATION DISTRICT Community Gardens - Existing and Proposed



**LEGEND**

- Light Rail Stop
- Light Rail Line
- Special Use Facility
- Recreation Facility
- Greenway/Natural area
- Park
- Maintained School Grounds
- Park District Jurisdiction

0.5 0 0.5 1  
Miles



[9B]

**MEMO**

**DATE:** February 1, 2012  
**TO:** The Board of Directors  
**FROM:** Doug Menke, General Manager

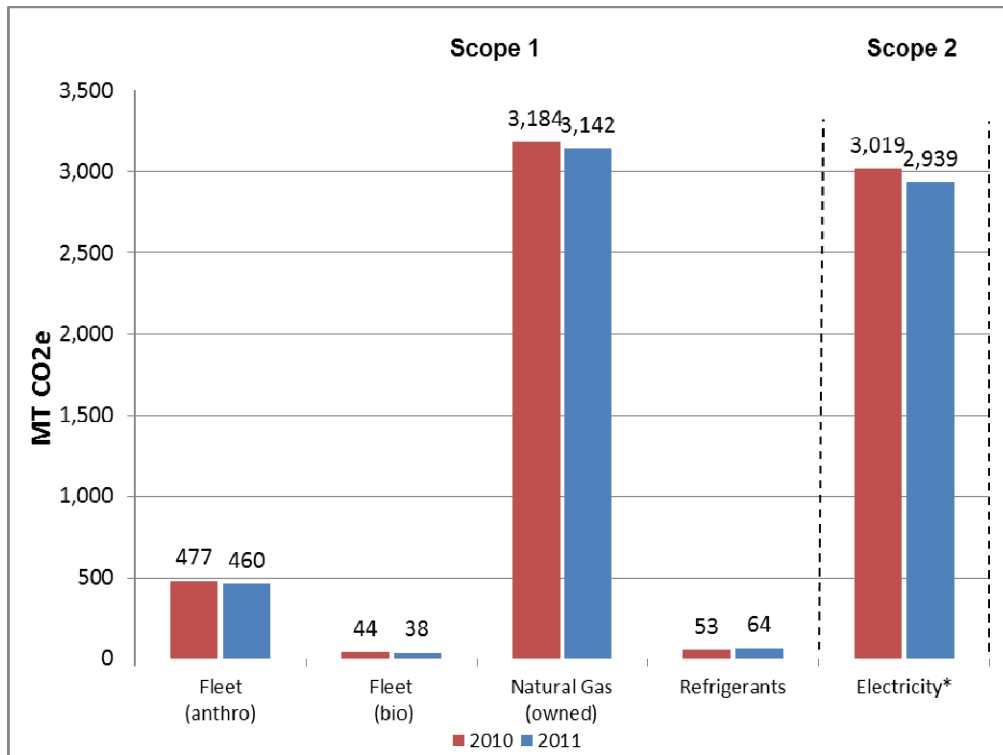
**RE:** General Manager’s Report for February 6, 2012

**Fanno Creek Trail Tree Maintenance Project**

A neighborhood meeting regarding the Fanno Creek Trail Tree Maintenance Project, which involves the proposed limbing, trimming and pruning, as well as select removal of some trees along the trail, has been scheduled for Thursday, February 2, 6:30 p.m. at the Garden Home Recreation Center. A verbal update will be provided to the Board regarding the meeting, as well as the proposed next steps for the project.

**Greenhouse Gas Inventory Update**

The 2011 Greenhouse Gas Inventory has been updated for Scopes 1 & 2. Please see the chart below comparing 2010 and 2011. For Scope 1: Fleet generated carbon dioxide equivalents (CO<sub>2</sub>e) decreased by 23 metric tons, natural gas usage generated CO<sub>2</sub>e also decreased by 42 metric tons, and refrigerant use generated CO<sub>2</sub>e increased by 11 metric tons. For Scope 2, or electricity use generated CO<sub>2</sub>e, the usage decreased by 80 metric tons.





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

Please note the following upcoming Board of Directors & Budget Committee meetings:

- Mid-Year Budget Review Meeting – Monday, February 27, 2012
- March Regular Board Meeting – Monday, March 5, 2012
- April Regular Board Meeting – Monday, April 2, 2012
- Budget Committee Work Session – Monday, April 16, 2012
- May Regular Board Meeting – Monday, May 7, 2012
- Budget Committee Meeting – Monday, May 21, 2012



[10A]

## MEMO

**DATE:** January 27, 2012  
**TO:** Doug Menke, General Manager  
**FROM:** Hal Bergsma, Director of Planning

**RE:** **Tualatin Valley Water District Request for Temporary Construction and Permanent Easements for a Water Line along a Segment of the Fanno Creek Trail**

### Introduction

Pursuant to the Park District's policy and procedures for considering requests for easements on Park District property, including right-of-way, the Tualatin Valley Water District (TVWD) is seeking Board of Directors approval to acquire permanent and temporary construction easements to place a new 10" diameter high density polyethylene (HDPE) waterline under the Fanno Creek Trail east of SW 92<sup>nd</sup> Avenue. The permanent easement would run between SW 92<sup>nd</sup> and SW 90<sup>th</sup>. The temporary easement would be for a period of about two and a half months and would run between SW 92<sup>nd</sup> and approximately the point of access to the trail at Vista Brook Park.

### Background

#### Explanation of Need

The waterline being installed is required on an "emergency" basis due to a Washington County project to replace the existing bridge over Fanno Creek at SW Scholls Ferry Road. This bridge replacement project will require removal of a critical section of TVWD waterline along SW Scholls Ferry Road, severely reducing TVWD's ability to provide adequate fire flow to residents and businesses served north and west of the trail corridor.

#### Alternatives Considered

TVWD evaluated several design alternatives in order to minimize impacts both to the traveling public and to trail users. Based on community input and feedback during the early stages of design, it was determined that horizontal directional drilling (HDD) under the trail would be the least disruptive means of installation, limiting impacts to the existing pavement and trees along the trail, and will be least disruptive to surrounding residents. Additional information describing the proposed HDD method is provided with the TVWD request.

#### Proposed Permanent Easement

The permanent easement is required along the trail between SW 92<sup>nd</sup> and SW 90<sup>th</sup> Avenues. The proposed easement will be 25 feet wide extending from approximately two feet north of the north edge of the trail pavement to the south 25 feet. As proposed, the new pipe will generally follow the center-line of the existing trail; however, the proposed permanent easement is needed in the unlikely event that maintenance of the pipeline is required in the future.

### Proposed Temporary Construction Easement

The proposed temporary construction easement overlaps with the permanent easement and extends beyond it to the east to allow for fusing sections of the HDPE pipe together and for staging the pipe prior to installation. The temporary construction easement is required for two sections of the trail:

1. A 25 feet wide easement along the trail between SW 92<sup>nd</sup> and SW 90<sup>th</sup> Avenues extending from approximately two feet north of the north edge of the trail pavement, to the south 25 feet, and widening near SW 92<sup>nd</sup> Avenue for drilling, setup, and access.
2. A 25 feet wide easement along the trail for 50 feet east of SW 90<sup>th</sup> Avenue, and narrowing to 15 feet for approximately an additional 650 feet to the east.

### Construction Process

The contractor's work to perform the HDD installation is anticipated to start around February 27, 2012 and end by March 30, 2012. However, the requested duration of temporary construction easement is February 20 through April 30. Connection of the new pipe to the existing water system will be done by TVWD crews between March 30 and April 30. This also provides a small cushion on both ends of the proposed construction period for preconstruction mobilization and if there are any problems during construction.

According to TVWD's engineer, the hole drilled for the pipe will start at a depth of about four feet underground at SW 92<sup>nd</sup> and will quickly dive to a depth of about 10 feet within approximately 30 feet of SW 92<sup>nd</sup>. The vertical alignment will then flatten-out slightly but the pipe will generally be about 12 to 15 feet deep along the length of the trail. (It could be up to 30 feet deep at the deepest point, depending on actual soil conditions). The pipe will get closer to the surface the last 30 feet (+/-) as the pipe approaches SW 90<sup>th</sup> and will be about four feet deep at the exit point at SW 90<sup>th</sup>. Given this depth and the limited size of the hole, it is unlikely that drilling will have a significant effect on the root system of any trees along the trail corridor.

In most cases, foot traffic along the trail will be able to be maintained during the HDD installation. The trail will need to be closed temporarily when the pipe is being pulled back into the hole; however, this closure will be limited to only part of a day. Other closures are not planned; if necessary, any additional closures would be limited to partial days during the work-day. Updated timelines will be posted along the trail to give advance notice for required closures. A crosswalk on SW 92<sup>nd</sup> Avenue north of the trail will likely need to be temporarily relocated about 60 feet north to provide an additional staging area for the contractor. The south entrance of the trail at SW 92<sup>nd</sup> Avenue will need to be closed as that is where the drilling equipment will be located. TVWD crews will make the connections to the HDPE pipe at that location which will also require a short closure there. The north entrance at that location will remain open.

### Easement Descriptions

The proposed terms of the easements and the legal descriptions for the permanent and temporary construction easements were included with the TVWD request. TVWD has also provided a map showing the proposed location of the easements. These wording of these easements have been reviewed by THPRD's attorneys.

### Approval Process

According to Section 5.02.01 of the Park District's Policies and Procedures, Easements on District Property, all permanent easement requests, including right-of-way, greater than 350 square feet shall be approved by the Board of Directors. Additionally, any Temporary

Construction Easement that is associated with a Permanent Easement request that is greater than 350 square feet in size will need Board of Directors approval along with the Permanent Easement request.

### Compensation

Park District procedures specify that compensation shall be negotiated by staff and should include consideration of one or all of the following measures:

1. Fair market values of the easement area (to be determined by a property appraisal acceptable to staff which is paid for by the applicant, or by an amount determined by staff from recent District property appraisals prepared for similar properties). Consideration will be made by the Board that the cost of the easement may include the cost of staff time to review and process.
2. Park Improvements.
3. Donation(s) of land.
4. The minimum compensation amount shall be \$750 per project. The Board or General Manager may waive the compensation requirement if it is felt that it would be in the District's best interests to do so.

TVWD proposes \$1,000 (one thousand dollars) for compensation for the permanent and temporary easements described by this document. TVWD further proposes that these funds be used by THPRD for restoration of vegetation along the trail corridor. Given past cooperation by TVWD with THPRD initiatives, such as the fields that were placed under a lease agreement on TVWD's property at the southeast corner of 170<sup>th</sup> and Merlo Drive, staff thinks the offered level of compensation is appropriate.

### Proposal Request

Staff recommends that the Board approve dedication of the permanent easement as well as granting the temporary easements requested in exchange for the TVWD's offer of compensation, with the understanding, based on the statement in their request, that TVWD will provide the written assurances specified in Section 5.02.01.E.3 of THPRD's policies and procedures including (1) a commitment to provide acceptable THPRD compensation as described above; (2) a commitment to provide required liability insurance indemnifying THPRD; (3) a commitment to provide a maintenance bond/surety for 110% of the estimated cost (to be verified by a qualified landscape architect or engineer) for restoration/re-vegetation of the THPRD property; submission of an acceptable restoration/re-vegetation plan; (4) a commitment to take adequate measures to protect public safety during and after construction; (5) a commitment to assume all costs for processing an approved easement through appropriate city and/or county land use fees and legal procedures; and (6) a commitment to properly notify adjacent neighbors of construction activities at least one week prior to the beginning of construction.

### Benefits of Proposal

The proposed water line will be of benefit to the community, including Park District patrons, by assuring provision of adequate water flow for fire-fighting in this area.

### Potential Downside of Proposal

During installation of the water line, Park District patrons wanting to use this segment of Fanno Creek Trail may be temporarily inconvenienced by having to use an alternative route. TVWD

has chosen a means of installation, horizontal directional drilling (HDD), that will minimize trail closure as much as possible. Further, by placing the water line under the trail corridor and using HDD, impacts to adjacent vegetation should be minimal. Finally, TVWD is willing to help mitigate any vegetation impacts by paying \$1,000 in compensation to THPRD with the intent those funds would be used for restoration of vegetation along the trail corridor.

**Maintenance Impact**

There should not be any maintenance impact.

**Action Requested**

Board of Directors:

1. Approval of TVWD's request for the permanent and temporary construction easements as described herein; and
2. Authorization for the General Manager or his designee to execute documents for the dedication/granting of the easements.

# **Fanno Creek Trail – Narrative Proposal for Tualatin Valley Water District Waterline Easements**

## **Introduction**

The Tualatin Valley Water District (TVWD) is requesting both temporary construction and permanent easements from the Tualatin Hills Park & Recreation District (THPRD) for installation of a new 10" diameter high density polyethylene (HDPE) waterline along the Fanno Creek Trail (trail) corridor between SW 92<sup>nd</sup> Avenue and SW 90<sup>th</sup> Avenue located in unincorporated Washington County.

The waterline being installed is required on an "emergency" basis due to a Washington County project to replace the existing bridge over Fanno Creek at SW Scholls Ferry Road. This bridge replacement project will require removal of a critical section of TVWD waterline along SW Scholls Ferry Road, severely reducing TVWD's ability to provide adequate fire flow to residents and businesses served north and west of the trail corridor.

TVWD evaluated several design alternatives in order to minimize impacts both to the traveling public and to trail users. Based on community input and feedback during the early stages of design, it was determined that horizontal directional drilling (HDD) through the trail corridor would be the least disruptive alignment, will limit impacts to the existing pavement and trees along the trail, and will be least disruptive to surrounding residents. Additional information describing the proposed HDD method is provided below.

The requested easements include both a temporary construction and permanent easement along the trail corridor for the installed pipeline between SW 92<sup>nd</sup> and SW 90<sup>th</sup> Avenues. The proposed temporary construction easement also extends along the trail for about 700 feet east of SW 90<sup>th</sup> Avenue to allow for fusing sections of the HDPE pipe together and for staging the pipe prior to installation. The proposed easements are described in greater detail below.

Finally, proposed compensation and TVWD assurances are also discussed below.

## **Background and Justification**

Washington County will be replacing the bridge over Fanno Creek on Scholls Ferry Road with construction beginning on May 1, 2012. In order to construct the bridge, the County will need to remove a portion of TVWD water main at that location. When the section of water main is removed, TVWD will not be able to provide sufficient water flow to its customers in the vicinity of the bridge in the case of a fire. In order to provide adequate water flow for fire fighting in this area, a replacement pipeline must be installed prior to the bridge being removed.

Due to the space limitations at the bridge crossing, it was determined that it would not be possible to reconnect the waterline at that location while the bridge work is underway. Hydraulic modeling of the water system was conducted to determine the best alternate solution to the problem. It was determined that two new waterline installations were necessary. The first is a 12-inch line that would need to be installed along Garden Home Road between Scholls Ferry Road and SW 92<sup>nd</sup> Avenue. The second is the proposed waterline along the trail between SW 90<sup>th</sup> and SW 92<sup>nd</sup> Avenues. Other alternatives were considered in lieu of the trail option. These other alternatives would require installation of significantly greater lengths of pipe, resulting in substantially greater impacts to the neighborhood, its residents, and local traffic in the area.

## Construction Method and Timeline

HDD is a method of trenchless construction that involves specialized equipment to drill a horizontal hole in the ground, enlarge the hole through a reaming process, and finally pull a full-length section of pipeline back into the newly created hole. The drill equipment for a project of this magnitude is relatively small, requiring a small staging area. Small trenches, typically 10 to 15 feet in length by 2 to 4 feet wide, are needed at the launch (drilling) and exit ends of the work. Beyond where the drill exits, additional staging area is needed to assemble the pipe that is pulled back into the hole. A non-toxic, bentonite (a form of clay) slurry is often used to assist with the drilling and reaming processes. TVWD will contract to have the HDD work performed. At each end of the HDD work, TVWD crews will make open cut connections to the HDPE pipe and connect it to the existing waterline system.

Anticipated impacts and proposed mitigation measures related to the trees, existing asphalt pavement, and pedestrian foot traffic along the trail are described below (also see attached Trail Easement & Work Zone Plan).

- Trees – HDD was selected in part due to it being a trenchless construction method with little or no anticipated impacts to the trees or their root system because the pipe is installed below the root zone. Surface impacts are primarily limited to a launch and exit pit.
- Pavement – Impacts to the asphalt pavement along the trail should be minimal and localized to the drilling end near SW 92<sup>nd</sup> Avenue. TVWD crews will need to trench across the south entrance of the trail at SW 92<sup>nd</sup> Avenue to connect the HDPE pipe installed by HDD to the existing water system.
- Foot traffic – In most cases, foot traffic along the trail will be able to be maintained. If the trail needs to be closed temporarily such as when the pipe is being pulled back into the hole; the closure will likely be limited to only part of a day. Updated timelines can be posted along the trail to give advance notice for required closures. A crosswalk on SW 92<sup>nd</sup> Avenue north of the trail will likely need to be temporarily relocated about 60 feet north to provide an additional staging area for the contractor. The south entrance of the trail at SW 92<sup>nd</sup> Avenue will need to be closed as that is where the drilling equipment will be located. TVWD crews will make the connections to the HDPE pipe at that location which will also require a short closure there. The north entrance at that location will remain open.

The contractor's work to perform the HDD installation is anticipated to start around February 27, 2012 and end by March 30, 2012. TVWD's crews will start their work in the street right-of-way to make the connections immediately after the contractor's work is done and will take a few weeks to complete.

## Proposed Easements

A permanent easement is required along the trail between SW 92<sup>nd</sup> and SW 90<sup>th</sup> Avenues. The proposed easement will be 25 ft wide extending from approximately 2 ft north of the north edge of the trail pavement, to the south 25 ft.

A temporary construction easement is required for two sections of the trail:

1. A 25 ft wide easement along the trail between SW 92<sup>nd</sup> and SW 90<sup>th</sup> Avenues extending from approximately 2 ft north of the north edge of the trail pavement, to the south 25 ft, and widening near SW 92<sup>nd</sup> Ave for drilling, setup, and access.
2. A 25 ft wide easement along the trail for 50 ft east of SW 90<sup>th</sup> Avenue, and narrowing to 15 ft for approximately an additional 650 ft to the east.

The terms of the proposed easements and the legal descriptions for the permanent and temporary construction easements are included with this summary document.

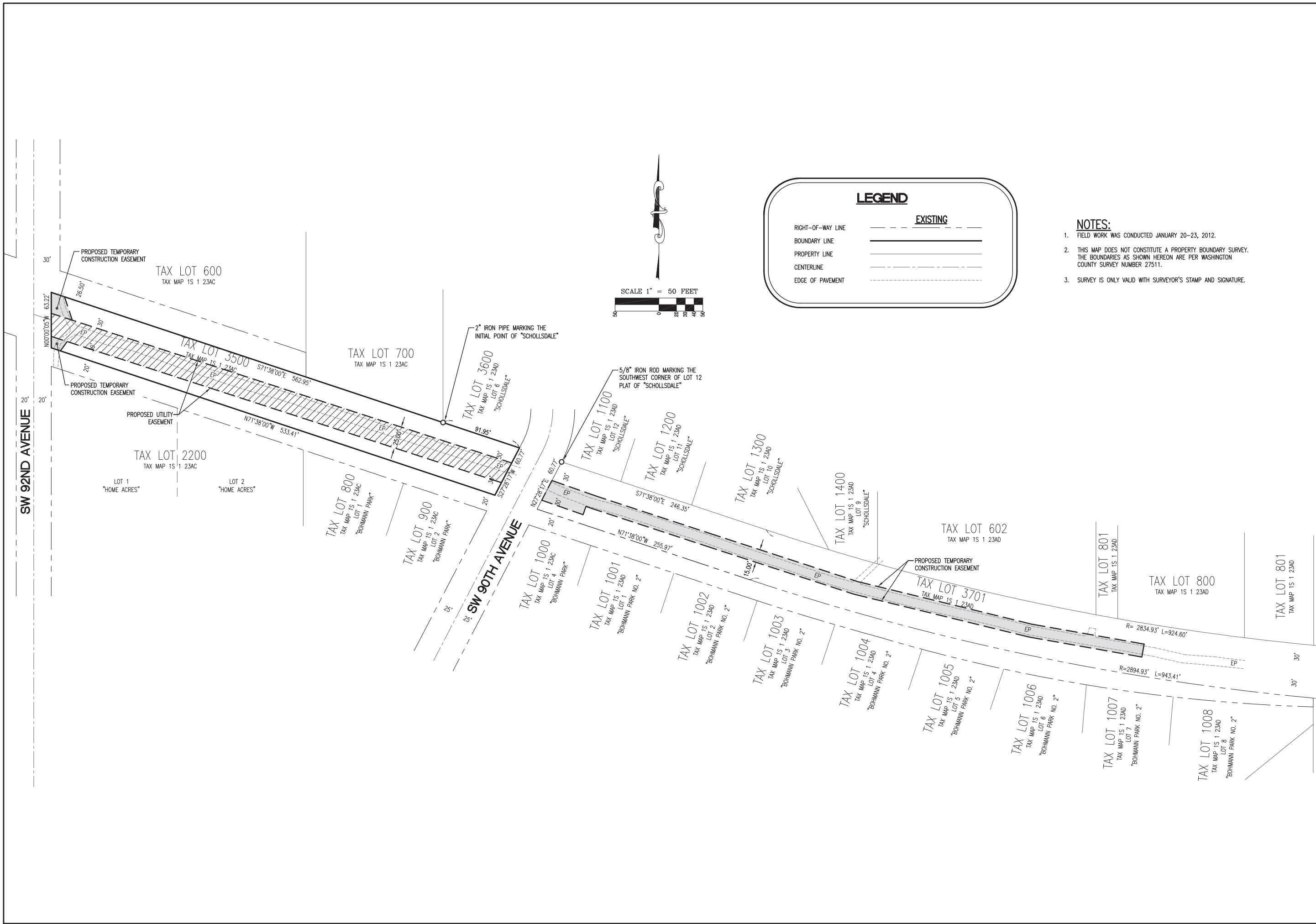
## **Proposed Compensation**

TVWD proposes \$1,000 (one-thousand dollars) for compensation for the permanent and temporary easements described by this document. TVWD further proposes that these funds be used by THPRD for restoration of vegetation along the trail corridor.

## **Assurances**

TVWD will comply the THPRD requirements for granting easements including (1) a commitment to provide acceptable THPRD compensation as described above; (2) a commitment to provide required liability insurance indemnifying THPRD; (3) a commitment to provide a maintenance bond/surety for 110% of the estimated cost (to be verified by a qualified landscape architect or engineer) for restoration/re-vegetation of the THPRD property; submission of an acceptable restoration/re-vegetation plan; (4) a commitment to take adequate measures to protect public safety during and after construction; (5) a commitment to assume all costs for processing an approved easement through appropriate city and/or county land use fees and legal procedures; and (6) a commitment to properly notify adjacent neighbors of construction activities at least one week prior to the beginning of construction.





**LEGEND**

RIGHT-OF-WAY LINE		<b>EXISTING</b>
BOUNDARY LINE		
PROPERTY LINE		
CENTERLINE		
EDGE OF PAVEMENT		

- NOTES:**
1. FIELD WORK WAS CONDUCTED JANUARY 20-23, 2012.
  2. THIS MAP DOES NOT CONSTITUTE A PROPERTY BOUNDARY SURVEY. THE BOUNDARIES AS SHOWN HEREON ARE PER WASHINGTON COUNTY SURVEY NUMBER 27511.
  3. SURVEY IS ONLY VALID WITH SURVEYOR'S STAMP AND SIGNATURE.

**FANNO CREEK TRAIL HDD**

**WASHINGTON COUNTY**

**OREGON**

TAX MAPS IS 1 234C AND IS 1 234D

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13910 SW GALBREATH DR.,  
SUITE 100  
SHERWOOD, OR 97140  
PHONE: (503) 925-8799  
FAX: (503) 925-8696

DESIGNED BY: \_\_\_\_\_  
 DRAWN BY: JOH  
 CHECKED BY: RDR  
 DRAWING NO.: 3057X/MPL  
 SCALE: AS NOTED

PREPARED FOR:  
 JACOBS ASSOCIATES  
 101 SW MAIN STREET, #360  
 PORTLAND, OR 97204  
 PHONE: (503) 384-2917

DATE: 01/24/12  
 REGISTERED  
 PROFESSIONAL  
 LAND SURVEYOR

OREGON  
 JANUARY 11, 2005  
 ROBERT D. RETTIG  
 6012ALS  
 RENEWS: 12/31/12

JOB NUMBER  
**3057**

SHEET  
**1 OF 1**

<p><b>AFTER RECORDING, RETURN TO:</b></p> <p>Tualatin Valley Water District  1850 SW 170th Ave.  Beaverton, OR 97006</p> <p><b>NO CHANGE IN TAX STATEMENTS</b></p> <p><b>Grantor:</b> Tualatin Hills Park and Recreation District  15707 SW Walker Road  Beaverton, OR 97006</p> <p><b>Grantee:</b> Tualatin Valley Water District  1850 SW 170<sup>th</sup> Avenue  Beaverton, OR 97006</p>	<p style="text-align: center;">This Space for Recording Purposes Only</p>
--	---

**UTILITY EASEMENT**

The Tualatin Hills Park and Recreation District, a park and recreation district organized under ORS Chapter 266 (“Grantor”), for the consideration of the sum of One Thousand dollars (\$1,000) and other valuable consideration, hereby grants to Tualatin Valley Water District, a domestic water supply district organized under ORS Chapter 264 (hereinafter referred to as “Grantee”), its successors and assigns, a permanent utility easement and temporary construction easement as needed through, under and upon the real property located in Washington County, State of Oregon that is more particularly described on Exhibits A(1 to 4) and depicted on Exhibits B(1 to 4) (the “Easement Area”).

Grantor hereby grants to Grantee the permanent right to construct, maintain, replace, reconstruct and remove water system improvements, and all appurtenances incident thereto upon the Easement Area, and to remove any obstructions, at Grantee’s sole cost and expense, which exist upon the Easement Area. Grantor has reviewed Exhibits “A” and “B” and the location of any associated water system improvements, which may impact the property and consents to the location of those structures. Grantee shall use the Easement Area only as necessary and shall use its best efforts not to interfere with Grantor's use and enjoyment of the Easement Area and Grantor's adjacent property. Grantee shall not use the Easement Area for the storage of material or equipment.

Grantee, its employees, agents and contractors hereby indemnifies and holds Grantor harmless from and against any injury, expense, damage, liability or claim imposed on Grantor by any person whomsoever, whether due to damage to the Easement Area or claims for injuries to the person or property of any person in, on, or about the Easement Area for such injury, expense, damage, liability or claim results either directly or indirectly from the acts, omissions, negligence, misconduct or breach in the use of the Easement Area or the terms of this Easement

by Grantee, its agents, employees, servants, contractors, or any other person entering upon the Easement Area under express or implied invitation or consent of Grantee.

Grantee shall restore the premises and any improvements disturbed by Grantee as near as practicable to that which existed prior to such disturbance. Grantor reserves the right to use the Easement Area at any time, in any manner and for any purpose not inconsistent with the full use and enjoyment by Grantee of the rights herein granted.

During the existence of this easement, holders of an interest in the easement who are responsible for damage to the easement because of negligence or abnormal use shall repair the damage at their sole expense. The Grantee shall not be responsible for mowing of grass and/or maintenance of landscape materials (trees, shrubs, and the like) during the existence of this easement.

Grantor agrees that no structure or improvement shall be erected upon, above or below the permanent Easement Area after the date hereof without the written consent of Grantee, which consent shall not be unreasonably withheld, conditioned or delayed.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

**GRANTOR**

**TUALATIN HILLS PARK AND RECREATION DISTRICT**

By: \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_

STATE OF OREGON            )  
  )ss:  
County of \_\_\_\_\_)

The foregoing instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by \_\_\_\_\_, who is known to be the \_\_\_\_\_ of the Tualatin Hills Park and Recreation District.

\_\_\_\_\_  
NOTARY PUBLIC FOR OREGON  
My Commission Expires: \_\_\_\_\_

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Fax: (503) 925-8969



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**EXHIBIT A(1)**  
Utility Easement

A tract of land located in the Northeast One-Quarter of Section 23, Township 1 South, Range 1 West, Willamette Meridian, Washington County, Oregon, being more particularly described as follows:

Commencing at a 2 inch iron pipe at the initial point of the plat "Schollsdale"; thence along the southwest line of Lot 6 of said plat South 71°38'00" East 91.95 feet to the southeast corner thereof, said point also being on the westerly right-of-way line of SW 90<sup>th</sup> Avenue; thence along said right-of-way line, South 27°28'17" West 19.34 feet to the Point of Beginning; thence continuing along said right-of-way line, South 27°28'17" West 25.35 feet to a point; thence leaving said right-of-way line, North 72°00'15" West 540.08 feet to a point on the east right-of-way line of SW 92<sup>nd</sup> Avenue; thence along said east right-of-way line, North 00°00'05" West 26.29 feet to a point; thence leaving said east right-of-way line, South 72°00'15" East 552.37 feet to the Point of Beginning.

The above described tract of land contains 13,656 square feet more or less. The basis of bearings is per Survey Number 27511, Washington County Survey Records.

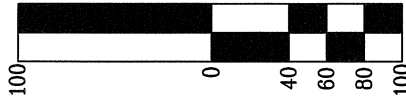


# EXHIBIT B(1)

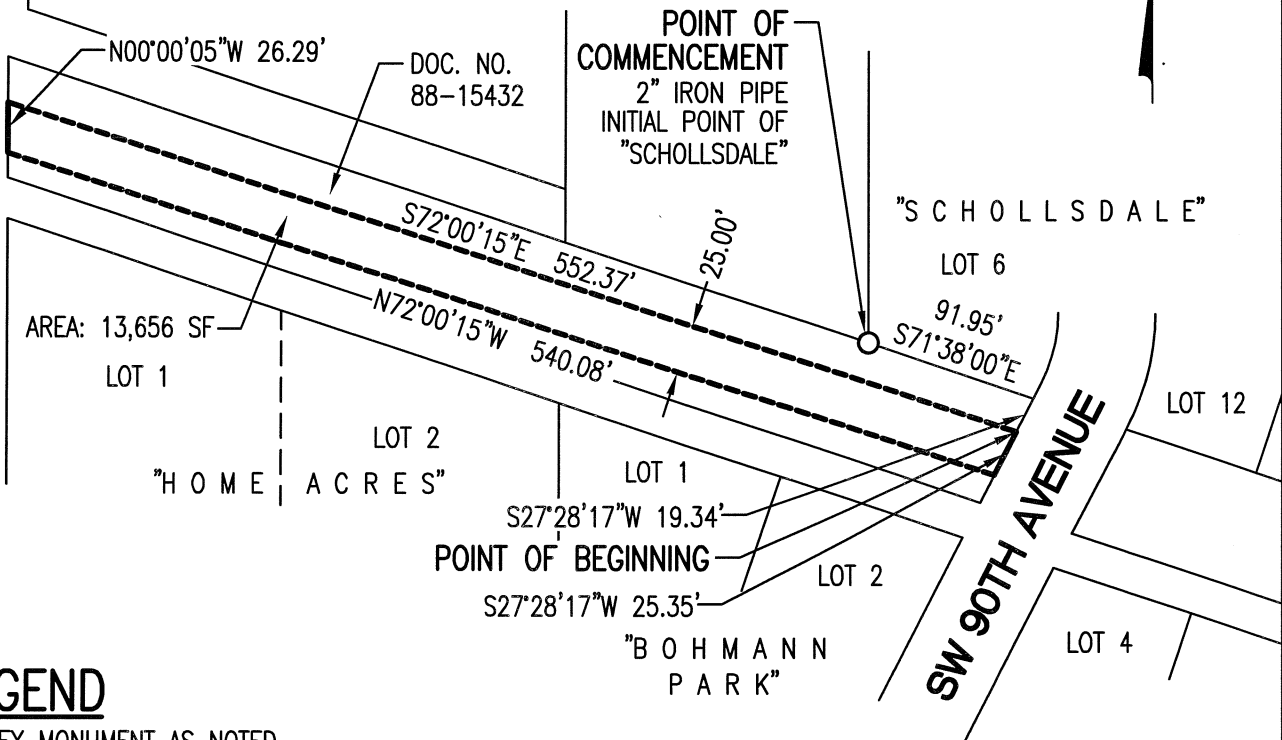
## MAP OF UTILITY EASEMENT

LOCATED IN THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 1 SOUTH,  
RANGE 1 WEST, WILLAMETTE MERIDIAN, WASHINGTON COUNTY, OREGON

SCALE 1" = 100 FEET



SW 92ND AVENUE



### LEGEND

○ SURVEY MONUMENT AS NOTED

DOC. NO. DOCUMENT NUMBER PER WASHINGTON COUNTY DEED RECORDS

SF SQUARE FEET

### PREPARED FOR

JACOBS ASSOCIATES  
101 SW MAIN STREET, SUITE 360  
PORTLAND, OR 97204

\*\*\*BASIS OF BEARINGS PER SURVEY NUMBER 27511, WASHINGTON COUNTY SURVEY RECORDS

01-24-2012  
REGISTERED PROFESSIONAL LAND SURVEYOR

OREGON  
JANUARY 11, 2005  
ROBERT D. RETTIG  
60124LS

RENEWS: 12/31/12

JOB NAME: FANNO CREEK HDD
JOB NUMBER: 3057
DRAWN BY: JOH
CHECKED BY: RDR
DWG NO.: 012412 3057EXB

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**EXHIBIT A(2)**

**Temporary Construction Easement**

A tract of land located in the Northeast One-Quarter of Section 23, Township 1 South, Range 1 West, Willamette Meridian, Washington County, Oregon, being more particularly described as follows:

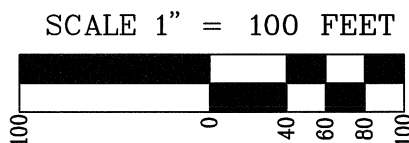
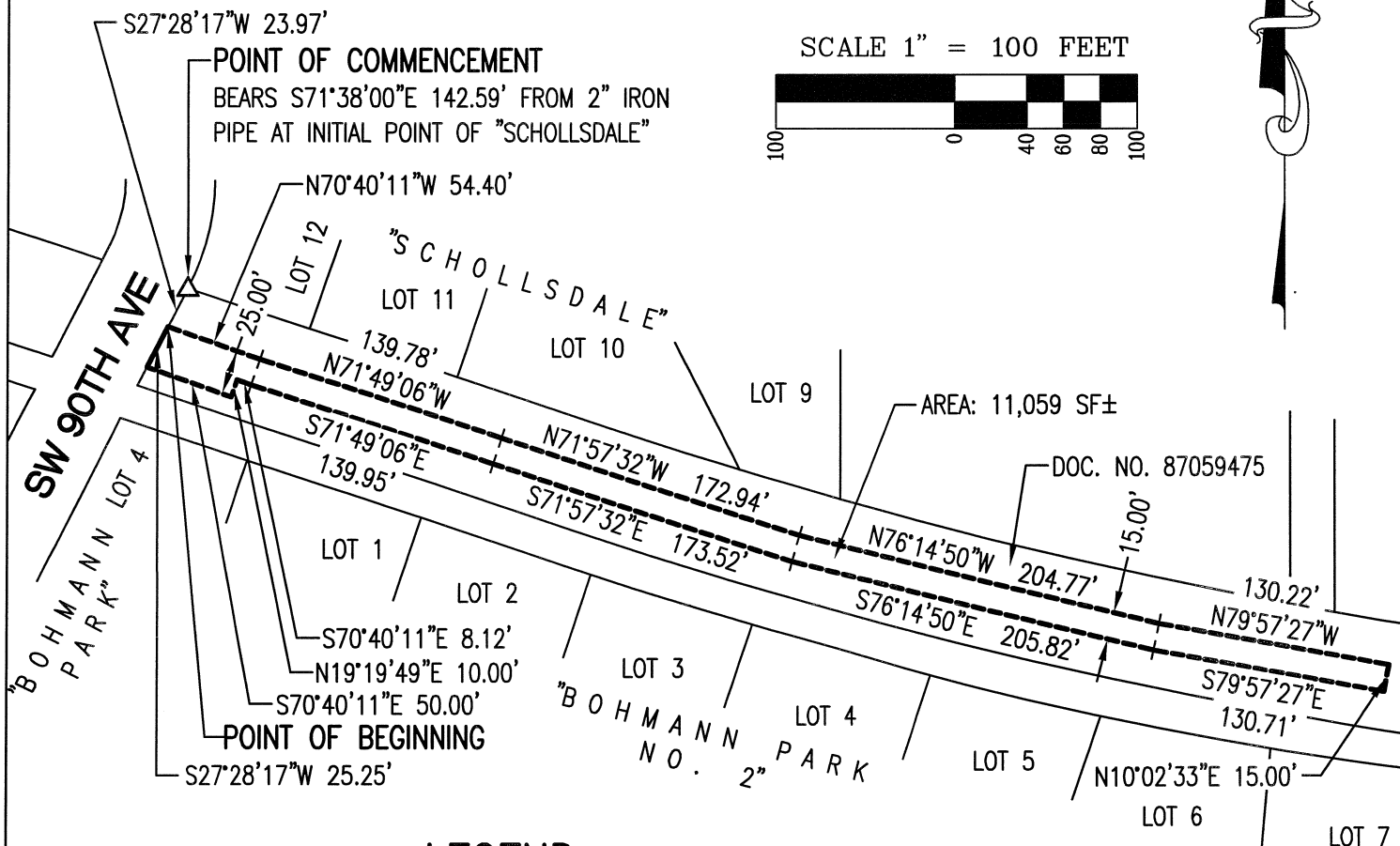
Commencing at a 5/8 inch iron rod with a yellow plastic cap inscribed "HERTEL PLS 1896" at the southwest corner of Lot 12 of the plat "Schollsdales", and being a point on the easterly right-of-way line of SW 90<sup>th</sup> Avenue which bears South 71°38'00" East 142.59 feet from a 2 inch iron pipe at the initial point of said plat; thence along said right-of-way line, South 27°28'17" West 23.97 feet to the Point of Beginning; thence continuing along said right-of-way line, South 27°28'17" West 25.25 feet to a point; thence leaving said right-of-way line, South 70°40'11" East 50.00 feet to a point; thence North 19°19'49" East 10.00 feet to a point; thence South 70°40'11" East 8.12 feet to a point; thence South 71°49'06" East 139.95 feet to a point; thence South 71°57'32" East 173.52 feet to a point; thence South 76°14'50" East 205.82 feet to a point; thence South 79°57'27" East 130.71 feet to a point; thence North 10°02'33" East 15.00 feet to a point; thence North 79°57'27" West 130.22 feet to a point; thence North 76°14'50" West 204.77 feet to a point; thence North 71°57'32" West 172.94 feet to a point; thence North 71°49'06" West 139.78 feet to a point; thence North 70°40'11" West 54.40 feet to the Point of Beginning.

The above described tract of land contains 11,059 square feet more or less. The basis of bearings is per Survey Number 27511, Washington County Survey Records.



# EXHIBIT B(2)

MAP OF TEMPORARY CONSTRUCTION EASEMENT  
 LOCATED IN THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 1 SOUTH,  
 RANGE 1 WEST, WILLAMETTE MERIDIAN, WASHINGTON COUNTY, OREGON



## LEGEND

- △ 5/8" IRON ROD WITH A YELLOW PLASTIC CAP INSCRIBED "HERTEL PLS 1896"
- DOC. NO. DOCUMENT NUMBER PER WASHINGTON COUNTY DEED RECORDS
- SF SQUARE FEET

## PREPARED FOR

JACOBS ASSOCIATES  
 101 SW MAIN STREET, SUITE 360  
 PORTLAND, OR 97204

\*\*\*BASIS OF BEARINGS PER SURVEY NUMBER  
 27511, WASHINGTON COUNTY SURVEY RECORDS

01-24-2012

**REGISTERED  
 PROFESSIONAL  
 LAND SURVEYOR**

*[Signature]*  
**OREGON  
 JANUARY 11, 2005  
 ROBERT D. RETTIG  
 60124LS**

RENEWS: 12/31/12

JOB NAME: FANNO CREEK HDD
JOB NUMBER: 3057
DRAWN BY: JOH
CHECKED BY: RDR
DWG NO.: 012412 3057EXB

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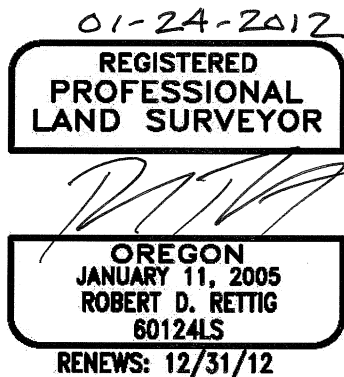
**EXHIBIT A(3)**

**Temporary Construction Easement**

A tract of land located in the Northeast One-Quarter of Section 23, Township 1 South, Range 1 West, Willamette Meridian, Washington County, Oregon, being more particularly described as follows:

Commencing at a 2 inch iron pipe at the initial point of the plat "Schollsdale"; thence along the northeast line of the tract of land conveyed to Tualatin Hills Park and Recreation District in Document Number 88-15432, Washington County Deed Records, North 71°38'00" West 471.00 feet to a point on the east right-of-way line of SW 92<sup>nd</sup> Avenue; thence along said east right-of-way line South 00°00'05" East 63.22 feet to the Point of Beginning; thence along the southwest line of the Tualatin Hills Park and Recreation District tract, South 71°38'00" East 11.00 feet to a point; thence leaving said southwest line, North 35°53'07 East 13.11 feet to a point; thence North 72°00'15" West 19.06 feet to a point on said east right-of-way line; thence along said east right-of-way line South 00°00'05" East 13.04 feet to the Point of Beginning.

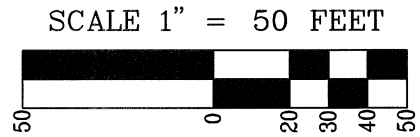
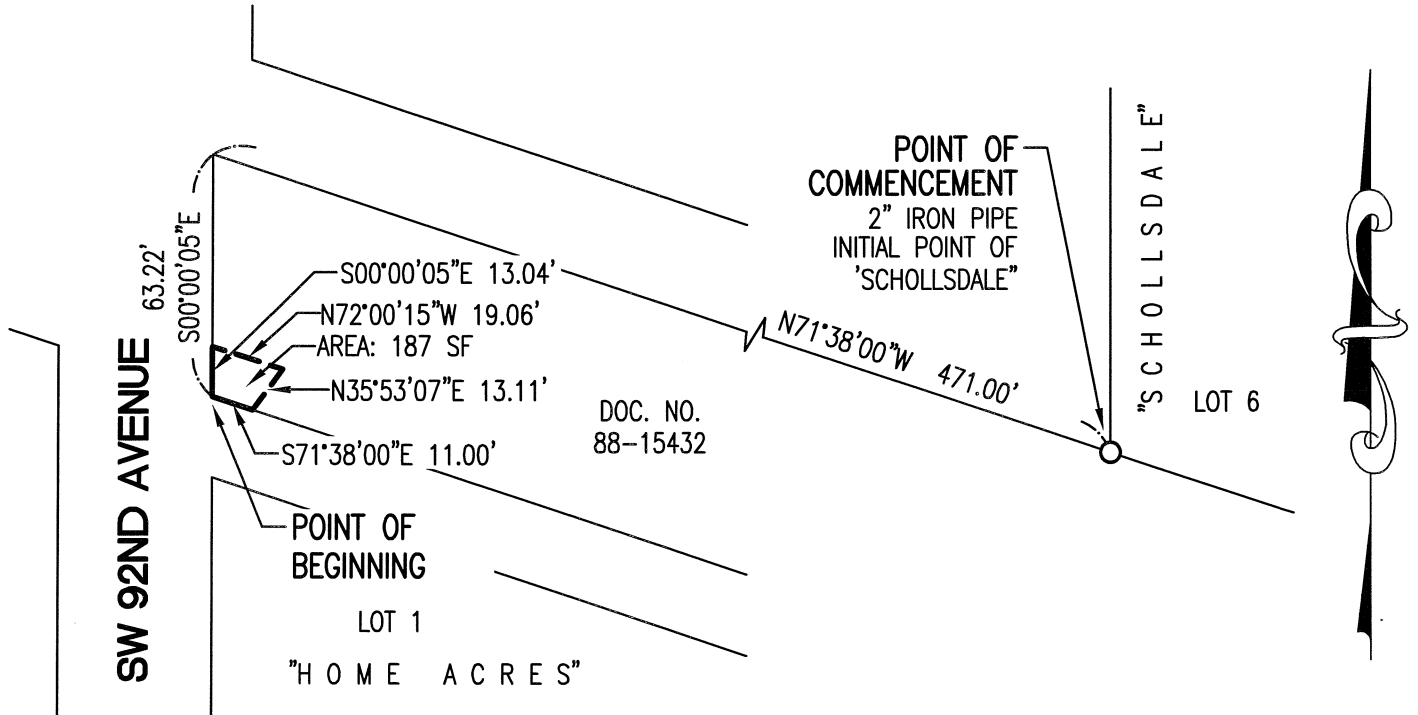
The above described tract of land contains 187 square feet more or less. The basis of bearings is per Survey Number 27511, Washington County Survey Records.





# EXHIBIT B(3)

MAP OF TEMPORARY CONSTRUCTION EASEMENT  
 LOCATED IN THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 1 SOUTH,  
 RANGE 1 WEST, WILLAMETTE MERIDIAN, WASHINGTON COUNTY, OREGON



## LEGEND

- SURVEY MONUMENT AS NOTED
- DOC. NO. DOCUMENT NUMBER PER WASHINGTON COUNTY DEED RECORDS
- SF SQUARE FEET

## PREPARED FOR

JACOBS ASSOCIATES  
 101 SW MAIN STREET, SUITE 360  
 PORTLAND, OR 97204

\*\*\*BASIS OF BEARINGS PER SURVEY NUMBER  
 27511, WASHINGTON COUNTY SURVEY RECORDS

01-24-2012  
 REGISTERED  
 PROFESSIONAL  
 LAND SURVEYOR

*[Signature]*  
 OREGON  
 JANUARY 11, 2005  
 ROBERT D. RETTIG  
 60124LS  
 RENEWS: 12/31/12

JOB NAME: FANNO CREEK HDD
JOB NUMBER: 3057
DRAWN BY: JOH
CHECKED BY: RDR
DWG NO.: 012412 3057EXB

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VANCOUVER, WASHINGTON  
[www.aks-eng.com](http://www.aks-eng.com)

**EXHIBIT A(4)**

**Temporary Construction Easement**

A tract of land located in the Northeast One-Quarter of Section 23, Township 1 South, Range 1 West, Willamette Meridian, Washington County, Oregon, being more particularly described as follows:

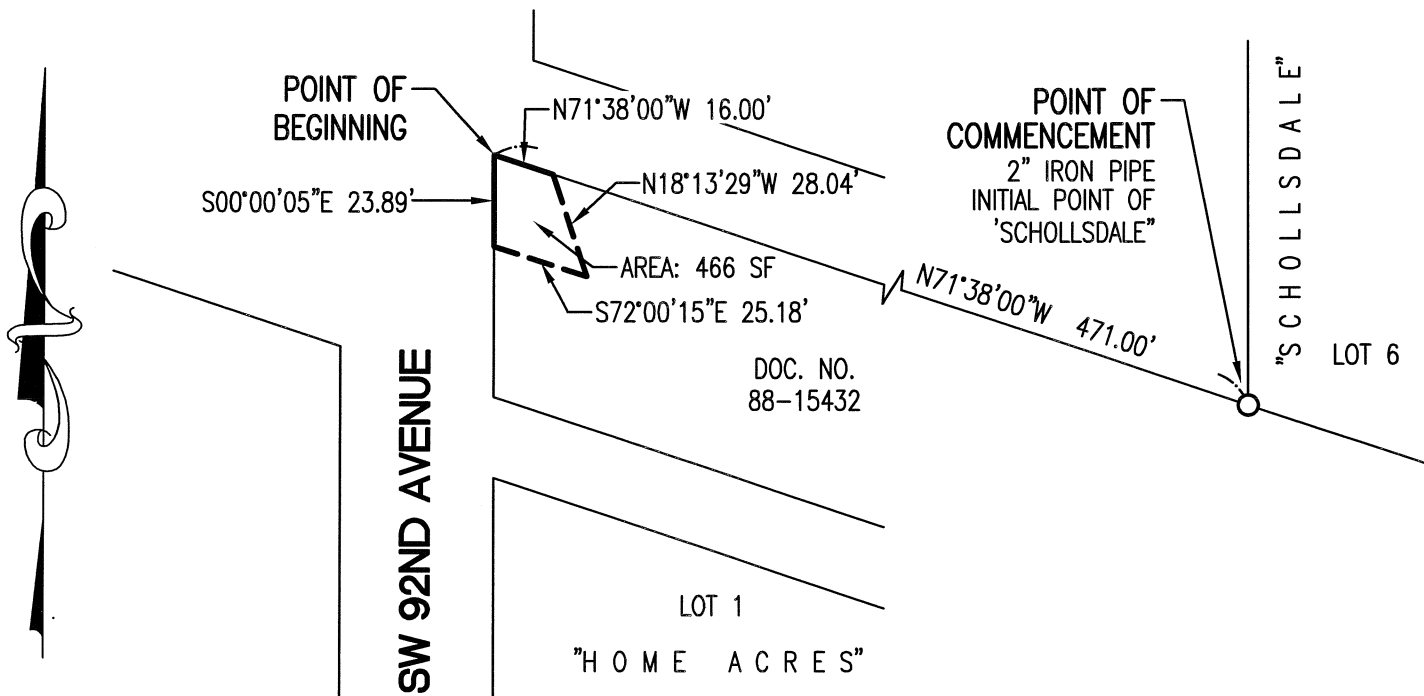
Commencing at a 2 inch iron pipe at the initial point of the plat "Schollsedale"; thence along the northeast line of the tract of land conveyed to Tualatin Hills Park and Recreation District in Document Number 88-15432, Washington County Deed Records, North 71°38'00" West 471.00 feet to the Point of Beginning, being a point on the east right-of-way line of SW 92<sup>nd</sup> Avenue; thence along said east right-of-way line, South 00°00'05" East 23.89 feet to a point; thence leaving said east right-of-way line South 72°00'15" East 25.18 feet to a point; thence North 18°13'29" West 28.04 feet to a point on the northeast line of the Tualatin Hills Park and Recreation District tract; thence along said northeast line North 71°38'00" West 16.00 feet to the Point of Beginning.

The above described tract of land contains 466 square feet more or less. The basis of bearings is per Survey Number 27511, Washington County Survey Records.

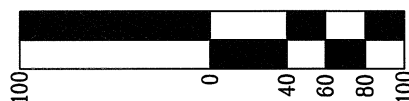


# EXHIBIT B(4)

MAP OF TEMPORARY CONSTRUCTION EASEMENT  
 LOCATED IN THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 1 SOUTH,  
 RANGE 1 WEST, WILLAMETTE MERIDIAN, WASHINGTON COUNTY, OREGON



SCALE 1" = 100 FEET



## LEGEND

- SURVEY MONUMENT AS NOTED
- DOC. NO. DOCUMENT NUMBER PER WASHINGTON COUNTY DEED RECORDS
- SF SQUARE FEET

## PREPARED FOR

JACOBS ASSOCIATES  
 101 SW MAIN STREET, SUITE 360  
 PORTLAND, OR 97204

\*\*\*BASIS OF BEARINGS PER SURVEY NUMBER  
 27511, WASHINGTON COUNTY SURVEY RECORDS

01-24-2012  
 REGISTERED  
 PROFESSIONAL  
 LAND SURVEYOR

*RD*  
 OREGON  
 JANUARY 11, 2005  
 ROBERT D. RETTIG  
 60124LS

RENEWS: 12/31/12

JOB NAME: FANNO CREEK HDD

JOB NUMBER: 3057

DRAWN BY: JOH

CHECKED BY: RDR

DWG NO.: 012412 3057EXB

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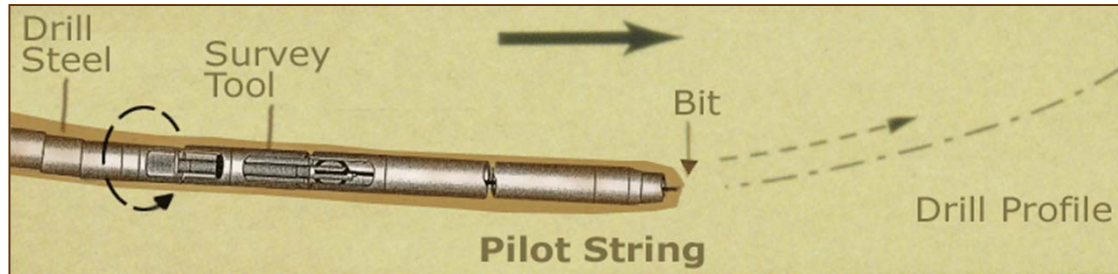
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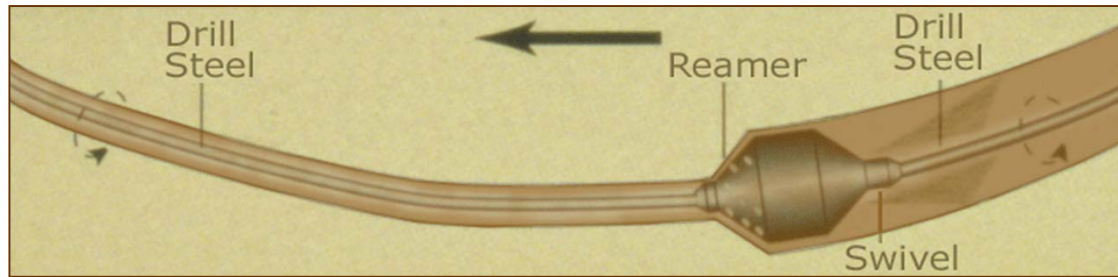
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# Three Phases of HDD

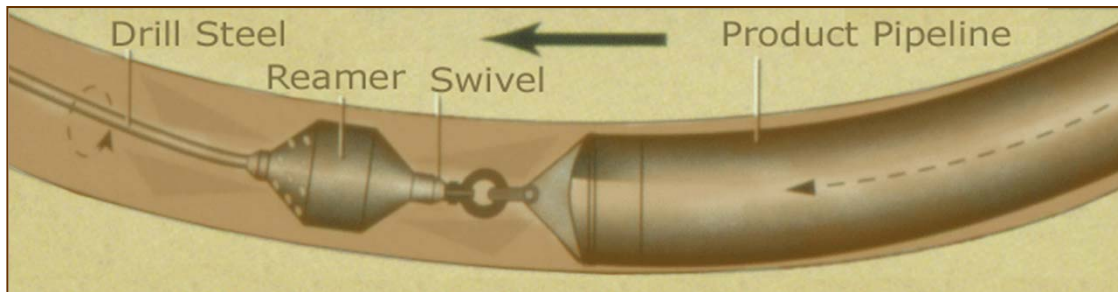
- Pilot bore



- Reaming to enlarge pilot borehole



- Pullback of product pipeline





## Management Report to the Board February 6, 2012

### Administration

*Hal Bergsma, Director of Planning*

*Jessica Collins, Executive Assistant*

*Keith Hobson, Director of Business & Facilities*

*Jim McElhinny, Director of Park & Recreation Services*

*Bob Wayt, Director of Communications & Outreach*

1. The public continues to respond to the Park District's online communications tools. The website recorded more than 650,000 hits in calendar year 2011, a 14 percent increase over 2010. The monthly electronic newsletter goes out to more than 11,000 recipients. In addition, THPRD's social media tools have experienced steady growth. The number of "likes" on the home Facebook page has risen 35 percent since October 2011, and total likes for all THPRD Facebook pages now stand at more than 4,300. Finally, the Park District's Twitter account now has 1,575 followers, up 13 percent since October.
2. As of late January, 35 patrons had taken advantage of a new Park District incentive. Those who signed up for one of a select list of winter classes received their choice of a 20 percent discount or 30-day frequent user pass (most opted for the discount). The incentive was developed by a team of employees in an effort to stimulate interest in classes that are below their minimum enrollment. THPRD plans another incentive during spring registration, although it may take a different form and would not apply to the same classes as during winter term.
3. Just a reminder: winter and spring registration are being done separately now. Patron enrollment for spring classes, programs and activities starts March 3, and the same activities guide will be used for spring as it was for winter. The book is available online and in print at THPRD Centers, the Administration Office, and certain community locations.
4. Planning for summer registration is also well under way. Staff are busy creating the summer activities guide, which will be mailed to all patrons in the district in late March. As usual, the summer camp guide will be included with the activities guide (and will also be available as a separate publication). Summer registration begins April 21.

### Aquatics

*Sharon Hoffmeister, Superintendent of Aquatic Program Services*

1. The new AEDs (Automated External Defibrillators), funded through the FY 2011/12 Capital Improvement budget, have been received and distributed to the Centers. These new units replace the original AEDs received through our participation in the Public Access Defibrillation study through OHSU. The new units are improved with pediatric and training modes in the same unit.

2. The Aquatics Advisory Committee approved several items for funding, including new lane line reels (Harman and Aloha) and lane lines (Aloha), a shade structure for the wading pool (Sunset), basketball hoop (Aquatic Center), stereo (Harman) and swimsuit extractors (Harman).

### **Maintenance**

*Dave Chrisman, Superintendent of Maintenance Operations*

1. Facilities and services were minimally impacted during recent inclement weather days. Staff monitored recent storm forecasts and initiated preventive measures for potential snow, ice and flooding. Prior to the recent storm, staff applied an environmentally friendly, liquid de-icing product on the sidewalks and entries to District buildings and facilities. Building staff were also prepared at each site with snow shovels and de-icer, if needed, for a post-event response. Staff also monitored high water events at several parks making sure that catch basins and drains remained open, and responded to an occasional roof leak.
2. Maintenance Operations staff continue to transition services to the Fanno Creek Service Center. Power tools and equipment are now installed in the carpentry and sign shops. Installation of vehicle hoists, lubrication supply lines and compressed air supply lines are underway in the vehicle shop bays. Athletic fields and electrical trades warehouse sections are now fenced and shelving is in place. Storage racks are being fabricated and installed for irrigation pipe and steel fabrication material. Equipment and supplies staged at the west end of the warehouse are being relocated to permanent storage.
3. Numerous small building projects are underway at many of the recreation centers. At the Jenkins Estate, crews are painting offices and re-finishing floors and other woodwork. At the Stuhr Center, crews are moving furniture, and removing old exercise equipment off site which will no longer be used. Minor HVAC boiler repairs were recently made at Cedar Hills and Garden Home Recreation Centers.

### **Natural Resources & Trails Management**

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

1. Trail/Natural Resource Quality Mapping. As part of business plans to establish baselines and improve the quality of District assets, staff created draft, GIS-based maps showing the condition of all natural areas and many trail assets.
2. Fanno Creek Trail. Staff have been working with the Tualatin Valley Water District and communicating with patrons about the process for upcoming proposals along the trail between SW 92<sup>nd</sup> Avenue and Vista Brook Park.
3. Cooper Mountain Postcard. Staff worked with the Communications Department to create a photo-intensive postcard for a business plan to increase participation in classes and activities at the Cooper Mountain Nature House. It was mailed to homes in a two-mile radius of the park.
4. Bond Update. Staff began winter plantings at Summercrest Park, with more plantings at Commonwealth Lake, Foothills Park, and Whispering Woods to follow. A soft-surface trail was significantly upgraded at Foothills Park. Patrons can now walk from SW Huntington Avenue to SW Alcott Avenue on a firm, even surface.

## **Planning & Development**

*Steve Gulgren, Superintendent of Planning & Development*

1. Fanno Creek Trail: The approximate ½-mile trail segment between the former Greenwood Inn and the Scholls Ferry Road/Allen Boulevard intersection is now open for public use. The trail was officially opened on January 3. The contractor is currently completing the installation of plants and minor deficiency list items. The short trail segment on the City of Beaverton Operations property is temporarily graveled and will be paved and completed later this summer. Staff is waiting for a final design decision by Washington County on their proposed road work on Scholls Ferry Road to determine how it may affect the location of the trail before proceeding with completing construction of the short segment.
2. PCC Rock Creek Facility Restroom: The construction of the in-ground vault restroom building on the PCC Rock Creek campus was completed on December 31. The deficiency list items were completed the next week and it was available for public use on January 4. The restroom building was funded by a grant from Oregon Parks and Recreation Department. THPRD staff will be completing the project this spring by planting landscape screening on the earth berm behind the restroom and reseeding some of the grass areas that were disturbed by construction.

## **Programs & Special Activities**

*Lisa Novak, Superintendent of Programs & Special Activities*

1. THPRD was recently honored as one of the Champions for Tennis for 2011 by the Racquet Sports Industry. THPRD received the inaugural Park and Recreation Agency of the Year Award.
2. The Stuhr Center fitness room and lobby opened on January 17 to customers' delight. The Fitness Room had a "No Sweat" Open House from 9 a.m. - 8 p.m., and 150 current participants signed up for the orientation for the new weight equipment. Staff also signed up 40 new people that will join the fitness programs. All winter term classes are in session with very few cancelled classes.
3. Volunteer Services & Special Events staff has met with the Vose Neighborhood Association Committee and the Trails Advisory Committee, and has begun to work on the permit process for the Sunday Trailways Project. Staff is anticipating needing 200-300 volunteers for this event.
4. Jenkins Estate staff is busy with calls and tours for summer weddings. Tours have increased dramatically with the new website design and presence on PortlandWeddingVenues.com and myportlandwedding.com. Staff is anticipating that wedding season will be busy this year.

## **Recreation**

*Eric Owens, Superintendent of Recreation*

1. The Cedar Hills Recreation Center Kids First preschool class celebrated Chinese New Year with costumes, songs and a traditional parade. The children handed out red tokens in the hallways to Center patrons and staff as a symbol of "lucky money" used to enhance luck, prosperity and happiness. We received positive feedback from the public in appreciation for celebrating cultures of the community.

2. All three recreation centers held open houses to help improve registration and to expose patrons to some of the new and exciting classes and instructors we currently have. We had approximately 45 in attendance at the three events and hope to see an increase as we try this again for Summer Term.

### **Security Operations**

*Mike Janin, Superintendent of Security Operations*

1. The Beaverton Police K-9 unit will begin training their police dogs after hours in both the Cedar Hills and Garden Home Recreation Centers. Trainers place a volunteer officer in the building, and then the handler and dog enter and search the entire building. Not only is this required weekly training for the handler and dog, but the K-9 team takes the opportunity to learn the floor plan of our buildings as well as any unique hiding areas. In the event of a silent alarm, where the suspect may be hiding in one of our facilities, the K-9 team has already become acquainted with our building prior to search.

### **Sports**

*Scott Brucker, Superintendent of Sports*

1. Fields: Staff has piloted a new allocation method for the baseball and softball groups that is being received very well. All affiliated baseball and softball organizations were present during allocations. The groups have been cooperative with each other and more efficient with their requests versus last year.
2. Sports Leagues: All THPRD youth and adult basketball leagues are playing games effective January 7.
3. Special Events: Staff has travelled to Southern California and Spokane, Washington for marketing and promotion of the 14A Western National Girls Fast-Pitch Softball Tournament. The planning committee continues to meet monthly and will move to twice monthly meetings in March.

### **Business Services**

*Cathy Brucker, Finance Manager*

*Nancy Hartman-Noye, Human Resources Manager*

*Mark Hokkanen, Risk and Contract Manager*

*Ann Mackiernan, Operations Analysis Manager*

*Phil Young, Information Services Manager*

1. Work is continuing on the Comprehensive Plan Update. The Operations Analysis Manager has met with all advisory committees to provide information on the update and receive feedback. In addition, meetings have been held with all superintendents and directors to review the status of all 2006 Comprehensive Plan goal/action steps.
2. Risk Management, Maintenance, Natural Resources & Trails Management, and Planning & Development staff are developing a unified product standard for pedestrian bridge and boardwalk surfaces. Due to the wide variety of materials available to construct or retrofit these surfaces, it is difficult to adopt one specific safety standard that encompasses all materials. Therefore, staff, with the help of Special Districts Association of Oregon (SDAO) and a forensic engineer, have devised our own specification rating system to ensure public safety is met. Once adopted, it will be distributed to all contractors, vendors and suppliers providing THPRD with walking surface products for trails.



3. Finance staff is in the process of preparing for the Mid-Year Budget Committee Meeting. Mid-year projections of FY 2011/12 revenue and expense have been received from the departments, and Finance staff is compiling these and preparing the year-end forecast for presentation at the Mid-Year Budget Committee meeting.
4. The Information Services Department has completed another phase of the email enhancement project. This project is focused on sustainability, with the goal of decreasing the amount of paper that the District prints. This phase of the project focused on emailing documents to registrants of a class or classes instead of mailing.

# February

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			<b>1</b> Aquatics Advisory Committee 7pm	<b>2</b>	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b> Board Meeting 7pm @ Dryland/HMT	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b> Metro League High School District Championship @ Aquatic Center	<b>11</b> Metro League High School District Championship @ Aquatic Center
<b>12</b>	<b>13</b> Stuhr Center Advisory Committee 10am	<b>14</b> Historic Facilities Advisory Committee 1pm  Valentine's Dance @ Stuhr Center	<b>15</b> Recreation Advisory Committee 7pm	<b>16</b> Sports Advisory Committee 4:30pm	<b>17</b> Stuhr Center's 37 <sup>th</sup> Birthday Party  Chocolate Fantasy @ Jenkins Estate	<b>18</b>
<b>19</b>	<b>20</b> HOLIDAY	<b>21</b> Trails Advisory Committee 7pm  Parks Advisory Committee 6pm	<b>22</b>	<b>23</b> Parks Bond Citizen Oversight Committee Meeting 6pm @ Dryland/HMT	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b> Budget Committee Meeting 7pm @ Dryland/HMT	<b>28</b> Natural Resources Advisory Committee 6:30pm	<b>29</b>			

2012

# March

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				<b>1</b>	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b> Board Meeting 7pm @ Dryland/HMT	<b>6</b>	<b>7</b> Aquatics Advisory Committee 7pm	<b>8</b>	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b> Stuhr Center Advisory Committee 10am	<b>13</b> Historic Facilities Advisory Committee 1pm	<b>14</b>	<b>15</b> Sports Advisory Committee 4:30pm  St. Patrick's Day Dance @ Stuhr Center	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b>	<b>20</b> Trails Advisory Committee 7pm  Parks Advisory Committee 6pm	<b>21</b> Recreation Advisory Committee 7pm	<b>22</b>	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b>	<b>27</b> Natural Resources Advisory Committee 6:30pm	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>

2012

# April

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
<b>1</b>	<b>2</b> Board Meeting 7pm @ Dryland/HMT	<b>3</b>	<b>4</b> Aquatics Advisory Committee 7pm  Newcomers Welcome @ Stuhr Center	<b>5</b>	<b>6</b>	<b>7</b>
<b>8</b>	<b>9</b> Stuhr Center Advisory Committee 10am	<b>10</b> Historic Facilities Advisory Committee 1pm	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
<b>15</b>	<b>16</b> Budget Committee Work Session 6pm @ Stuhr Center	<b>17</b> Trails Advisory Committee 7pm  Parks Advisory Committee 6pm	<b>18</b> Recreation Advisory Committee 7pm	<b>19</b> Sports Advisory Committee 4:30pm	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b>	<b>24</b> Natural Resources Advisory Committee 6:30pm	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b> Green Garden Fair @ Nature Park 10am- 2pm
<b>29</b>	<b>30</b>					

2012

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 12/31/11**

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>													
<b>CARRY FORWARD PROJECTS</b>													
Off-leash Dog Park Construction	50,000	50,000	-	50,000	50,000	2,555	9,425	40,575	Budget	52,555	50,000	(2,555)	-
Land Acquisition- Jenkins Estate Right of Way	90,000	90,000	-	90,000	90,000	-	-	90,000	Budget	90,000	90,000	-	-
John Quincy Adams Young House Renovation	100,000	3,000	-	100,000	3,000	86,171	1,200	1,800	Budget	89,171	3,000	10,829	-
Stuhr Center- Bequest Funded Project	75,000	63,000	-	75,000	63,000	6,443	-	63,000	Award	69,443	63,000	5,557	-
Challenge Grant Competitive Fund	50,000	50,000	-	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
Signage Master Plan	75,000	58,000	-	75,000	58,000	995	6,604	51,396	Budget	58,995	58,000	16,005	-
Rock Creek Trail Improvement	6,500	5,000	-	6,500	5,000	259	2,966	3,275	Award	6,500	6,241	-	(1,241)
Commonwealth Park North Trail Alignment	69,000	69,000	-	69,000	69,000	18,541	15,320	3,101	Award	36,962	18,421	32,038	50,579
Matrix Hill Park Renovation	40,000	40,000	-	40,000	40,000	27,124	13,730	21,060	Award	61,914	34,790	(21,914)	5,210
Bridge & Boardwalk Repair	120,000	120,000	-	120,000	120,000	20,334	53,320	4,071	Award	77,725	57,391	42,275	62,609
Energy Savings Improvements	1,675,000	25,000	-	1,675,000	25,000	1,302,473	39,536	2,500	Award	1,344,509	42,036	330,491	(17,036)
Maintenance Facility Renovation Costs	2,500,000	2,400,000	-	2,500,000	2,400,000	244,324	2,255,676	-	Award	2,500,000	2,255,676	-	144,324
Community Benefit Fund Project	325,000	321,031	-	325,000	321,031	3,969	15,347	305,684	Budget	325,000	321,031	-	-
Outdoor Tent	1,500	-	-	1,500	-	-	1,500	-	Complete	1,500	1,500	-	(1,500)
<b>TOTAL CARRYOVER PROJECTS</b>	<b>5,177,000</b>	<b>3,294,031</b>	<b>-</b>	<b>5,177,000</b>	<b>3,294,031</b>	<b>1,713,188</b>	<b>2,414,624</b>	<b>636,462</b>		<b>4,764,274</b>	<b>3,051,086</b>	<b>412,726</b>	<b>242,945</b>
<b>ATHLETIC FACILITY REPLACEMENT</b>													
Resurface Tennis Courts (4 sites)			25,000	25,000	25,000	-	24,135	-	Complete	24,135	24,135	865	865
<b>TOTAL ATHLETIC FACILITY REPLACEMENT</b>			<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>24,135</b>	<b>-</b>		<b>24,135</b>	<b>24,135</b>	<b>865</b>	<b>865</b>
<b>ATHLETIC FACILITY IMPROVEMENT</b>													
Indoor Basketball Score Boards (AC)			8,500	8,500	8,500	-	7,167	-	Complete	7,167	7,167	1,333	1,333
<b>TOTAL ATHLETIC FACILITY IMPROVEMENT</b>			<b>8,500</b>	<b>8,500</b>	<b>8,500</b>	<b>-</b>	<b>7,167</b>	<b>-</b>		<b>7,167</b>	<b>7,167</b>	<b>1,333</b>	<b>1,333</b>
<b>PARK AND TRAIL REPLACEMENTS</b>													
Drinking Fountains			4,500	4,500	4,500	-	-	4,500	Budget	4,500	4,500	-	-
Asphalt Path Rplcmnt & Repair			117,000	117,000	117,000	-	2,931	114,069	Budget	117,000	117,000	-	-
Play Structure (3 sites)			81,000	81,000	81,000	-	4,811	76,189	Budget	81,000	81,000	-	-
Irrigation System Repair			50,000	50,000	50,000	-	40,875	-	Complete	40,875	40,875	9,125	9,125
<b>TOTAL PARK AND TRAIL REPLACEMENTS</b>			<b>252,500</b>	<b>252,500</b>	<b>252,500</b>	<b>-</b>	<b>48,617</b>	<b>194,758</b>		<b>243,375</b>	<b>243,375</b>	<b>9,125</b>	<b>9,125</b>
<b>PARK AND TRAIL IMPROVEMENTS</b>													
Memorial Benches			8,000	8,000	8,000	-	953	7,047	Budget	8,000	8,000	-	-
LGGP Grant - PCC Complex Rstrms			35,000	35,000	35,000	-	9,184	25,816	Award	35,000	35,000	-	-
RTP Grant - Cedar Mill Trail			50,000	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
LGGP Grant - Camille Park			70,000	70,000	70,000	-	-	70,000	Budget	70,000	70,000	-	-
OBP Grant - Walker Rd. Mid-Block Crossing			121,500	121,500	121,500	-	11,900	109,600	Budget	121,500	121,500	-	-
LWCF Grant - Schiffler Park Pavillion			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Install Maxicom Controls (2 sites)			12,600	12,600	12,600	-	900	11,700	Budget	12,600	12,600	-	-
EVSE Unit @ HMT Complex			-	-	-	-	1,030	-	Complete	1,030	1,030	(1,030)	(1,030)
Fencing at Ridgewood Park			-	-	-	-	3,323	-	Complete	3,323	3,323	(3,323)	(3,323)
<b>TOTAL PARK AND TRAIL IMPROVEMENTS</b>			<b>337,100</b>	<b>337,100</b>	<b>337,100</b>	<b>-</b>	<b>27,290</b>	<b>314,163</b>		<b>341,453</b>	<b>341,453</b>	<b>(4,353)</b>	<b>(4,353)</b>
<b>CHALLENGE GRANTS</b>													
Challenge Grants			97,500	97,500	97,500	-	4,927	92,573	Budget	97,500	97,500	-	-
<b>TOTAL CHALLENGE GRANTS</b>			<b>97,500</b>	<b>97,500</b>	<b>97,500</b>	<b>-</b>	<b>4,927</b>	<b>92,573</b>		<b>97,500</b>	<b>97,500</b>	<b>-</b>	<b>-</b>
<b>BUILDING REPLACEMENTS</b>													
SSC Pool Tank Resurface			65,000	65,000	65,000	-	-	65,000	Budget	65,000	65,000	-	-
Tennis Air Structure Fabric			153,000	153,000	153,000	-	-	153,000	Budget	153,000	153,000	-	-
GHRC Tile (3 Rooms)			21,500	21,500	21,500	-	7,755	7,300	Award	15,055	15,055	6,445	6,445
CRA Sand/Refinish Gym			25,000	25,000	25,000	-	21,856	-	Complete	21,856	21,856	3,144	3,144
CHRC Floor Room 9			27,000	27,000	27,000	-	7,897	8,336	Award	16,233	16,233	10,767	10,767
CRA Resurface Shower Floors			8,400	8,400	8,400	-	8,400	-	Complete	8,400	8,400	-	-
AC Refinish Hardwood Floors			12,000	12,000	12,000	-	10,155	-	Complete	10,155	10,155	1,845	1,845
CHRC Refinish Hardwood Floors			1,500	1,500	1,500	-	-	2,424	Award	2,424	2,424	(924)	(924)
CRA Refinish Hardwood Floors			4,700	4,700	4,700	-	6,411	-	Complete	6,411	6,411	(1,711)	(1,711)
GHRC Refinish Hardwood Floors			3,500	3,500	3,500	-	1,639	-	Complete	1,639	1,639	1,861	1,861

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
Stuhr Ctr Refinish Hrdwd Floor			1,500	1,500	1,500	-	-	1,581	Award	1,581	1,581	(81)	(81)
GHRC Carpet			5,500	5,500	5,500	-	-	5,500	Budget	5,500	5,500	-	-
GHRC Locker Room Floor Rplc			7,500	7,500	7,500	-	-	6,536	Award	6,536	6,536	964	964
Administrative Office Carpet			5,000	5,000	5,000	-	4,508	-	Complete	4,508	4,508	492	492
SSC Non-skd Flrs(hll, lckr rm)			22,000	22,000	22,000	-	-	22,000	Budget	22,000	22,000	-	-
RSC Pook Deck Strctrl Survey			8,500	8,500	8,500	-	7,724	776	Award	8,500	8,500	-	-
HSC Carpet			5,200	5,200	5,200	-	-	5,437	Award	5,437	5,437	(237)	(237)
CRA Carpet			4,700	4,700	4,700	-	4,607	-	Complete	4,607	4,607	93	93
AC Metal Trnstrn Plate Rplcment			12,587	12,587	12,587	-	13,647	-	Complete	13,647	13,647	(1,060)	(1,060)
SSC Clssrm & Spctr Windows			25,000	25,000	25,000	-	-	25,000	Budget	25,000	25,000	-	-
TC Front Doors			13,500	13,500	13,500	-	7,028	1,980	Award	9,008	9,008	4,492	4,492
CHRC Windows			4,000	4,000	4,000	-	4,000	-	Complete	4,000	4,000	-	-
RSC Outsd Doors (lckr & storg)			4,500	4,500	4,500	-	-	4,500	Budget	4,500	4,500	-	-
Aq Ctr NW Corner Door			3,500	3,500	3,500	-	-	2,800	Award	2,800	2,800	700	700
Aq Ctr Front Door Hinges			2,600	2,600	2,600	-	2,600	-	Complete	2,600	2,600	-	-
GHRC Exterior Boiler Rm Doors			5,000	5,000	5,000	-	4,867	-	Complete	4,867	4,867	133	133
CRA Locker Rm Doors			10,000	10,000	10,000	-	-	9,586	Award	9,586	9,586	414	414
CRA Chlorine Rm Door			2,920	2,920	2,920	-	-	2,920	Budget	2,920	2,920	-	-
Aquatic Pumps & Valves (8)			55,950	55,950	55,950	-	40,381	4,500	Award	44,881	44,881	11,069	11,069
SSC Recharge Pool Filter			6,500	6,500	6,500	-	-	5,876	Award	5,876	5,876	624	624
RSC Soda Ash Tank Relocate			4,200	4,200	4,200	-	-	4,090	Award	4,090	4,090	110	110
CRA Filter Media			12,000	12,000	12,000	-	12,479	-	Complete	12,479	12,479	(479)	(479)
Aquatic Pnmatic & HVAC valves			8,400	8,400	8,400	-	1,425	7,797	Award	9,222	9,222	(822)	(822)
Aquatic Diving Boards & Stands			15,900	15,900	15,900	-	10,729	3,570	Award	14,299	14,299	1,601	1,601
SSW Chlorine Tank Scale			2,000	2,000	2,000	-	1,595	-	Complete	1,595	1,595	405	405
CRA Slide Steps			10,500	10,500	10,500	-	11,100	-	Complete	11,100	11,100	(600)	(600)
HSC Lockers			31,000	31,000	31,000	-	-	25,022	Award	25,022	25,022	5,978	5,978
TC Back Drop Court Curtains			15,000	15,000	15,000	-	10,850	-	Complete	10,850	10,850	4,150	4,150
AC Dishwasher (Concession)			4,400	4,400	4,400	-	3,058	-	Complete	3,058	3,058	1,342	1,342
S Fields Concession Dishwasher			4,400	4,400	4,400	-	3,058	-	Complete	3,058	3,058	1,342	1,342
Jenkins Main Hs Dishwasher			8,000	8,000	8,000	-	-	7,816	Award	7,816	7,816	184	184
CRA Gym Divider Curtain			11,800	11,800	11,800	-	7,230	-	Complete	7,230	7,230	4,570	4,570
Stuhr Light Fxtrs (dining rm)			2,500	2,500	2,500	-	-	2,500	Budget	2,500	2,500	-	-
Jenkins Main Hs Interior Paint			22,000	22,000	22,000	-	5,500	16,500	Award	22,000	22,000	-	-
GHRC Exterior Siding			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
AC Wall Sealing			6,800	6,800	6,800	-	7,095	-	Complete	7,095	7,095	(295)	(295)
AC Add/Connect Downspouts			25,500	25,500	25,500	-	17,229	8,271	Budget	25,500	25,500	-	-
AC Reseal Skylights			10,500	10,500	10,500	-	12,160	1,075	Award	13,235	13,235	(2,735)	(2,735)
Bldng Exterior Paint (6 sites)			23,850	23,850	23,850	-	-	23,850	Budget	23,850	23,850	-	-
GH & CH Circuit Panels			25,000	25,000	25,000	-	-	25,000	Budget	25,000	25,000	-	-
HSC Roof Exhaust Fans			2,000	2,000	2,000	-	-	2,000	Budget	2,000	2,000	-	-
GHRC Steam Heat Coils (8)			28,800	28,800	28,800	-	-	28,800	Budget	28,800	28,800	-	-
GHRC Gas Pak			33,500	33,500	33,500	-	-	33,500	Budget	33,500	33,500	-	-
GHRC Air Handler South Wing			2,000	2,000	2,000	-	-	2,000	Budget	2,000	2,000	-	-
TC Air Condensing Unit			8,000	8,000	8,000	-	6,985	-	Complete	6,985	6,985	1,015	1,015
CRA Condensing Unit			85,000	85,000	85,000	-	80,542	4,226	Award	84,768	84,768	232	232
Dryland HVAC Upgrade			12,000	12,000	12,000	-	-	12,000	Budget	12,000	12,000	-	-
STR DDC HVAC ZT Controller			3,300	3,300	3,300	-	780	2,420	Award	3,200	3,200	100	100
GHRC Unit Heater (Showers)			3,500	3,500	3,500	-	-	3,500	Budget	3,500	3,500	-	-
CRA Floor Drains & Pipes			8,500	8,500	8,500	-	8,383	-	Complete	8,383	8,383	117	117
SSC Domestic Holding Tank			22,000	22,000	22,000	-	21,865	-	Complete	21,865	21,865	135	135
GHRC Shower Stalls			18,500	18,500	18,500	-	-	18,500	Budget	18,500	18,500	-	-
CHRC Water Heaters			2,500	2,500	2,500	-	-	3,260	Award	3,260	3,260	(760)	(760)
Aq Ctr Mchncl Rm Replmb P-Trap			2,250	2,250	2,250	-	2,229	-	Complete	2,229	2,229	21	21
HSC Shower Valve Rplcment (3)			2,600	2,600	2,600	-	-	1,840	Award	1,840	1,840	760	760
GHRC Design for Showers			6,000	6,000	6,000	-	-	6,000	Budget	6,000	6,000	-	-

**Tualatin Hills Park and Recreation District**  
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**Through 12/31/11**

Description	Project Budget				Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under Budget			
	Prior Year Budget Amount (1)	Budget Carryover to Current Year (2)	New Funds Budgeted in Current Year (3)	Cumulative Project Budget (1+3)	Current Year Budget Amount (2+3)	Expended Prior Years (4)	Expended Year-to-Date (5)	Estimated Cost to Complete (6)	Basis of Estimate	Project Cumulative (4+5+6)	Current Year (5+6)	Project Cumulative	Current Year
Exercise Equipment (2)			12,550	12,550	12,550	-	3,500	9,050	Budget	12,550	12,550	-	-
AED Unit Replacements (19)			35,369	35,369	35,369	-	-	27,540	Award	27,540	27,540	7,829	7,829
Metal Threshold Replacment at the Athletic Center			-	-	-	-	5,757	3,325	Award	9,082	9,082	(9,082)	(9,082)
Dryland Sound Equipment			-	-	-	-	-	1,915	Award	1,915	1,915	(1,915)	(1,915)
<b>TOTAL BUILDING REPLACEMENTS</b>			<b>1,099,676</b>	<b>1,099,676</b>	<b>1,099,676</b>	<b>-</b>	<b>387,024</b>	<b>660,419</b>		<b>1,047,443</b>	<b>1,047,443</b>	<b>52,233</b>	<b>52,233</b>
<b>BUILDING IMPROVEMENTS</b>													
STR Stability Ball Racks			1,500	1,500	1,500	-	1,508	-	Complete	1,508	1,508	(8)	(8)
CRA Ultrvlt Sanitation LapPool			22,500	22,500	22,500	-	22,699	-	Complete	22,699	22,699	(199)	(199)
Install Drain Line Dryland/TC			-	-	-	-	9,777	-	Complete	9,777	9,777	(9,777)	(9,777)
<b>TOTAL BUILDING IMPROVEMENTS</b>			<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	<b>-</b>	<b>33,984</b>	<b>-</b>		<b>33,984</b>	<b>33,984</b>	<b>(9,984)</b>	<b>(9,984)</b>
<b>ADA PROJECTS</b>													
Splash Aqua Lift (2)			14,100	14,100	14,100	-	2,565	11,535	Budget	14,100	14,100	-	-
ADA Transition Ramps - CHRC			2,500	2,500	2,500	-	-	2,500	Budget	2,500	2,500	-	-
ADA Drinking Fntns - GHRC			2,400	2,400	2,400	-	-	2,400	Budget	2,400	2,400	-	-
ADA Shower Stalls - HSC			26,000	26,000	26,000	-	-	26,000	Budget	26,000	26,000	-	-
<b>TOTAL ADA PROJECTS</b>			<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>-</b>	<b>2,565</b>	<b>42,435</b>		<b>45,000</b>	<b>45,000</b>	<b>-</b>	<b>-</b>
<b>TOTAL CAPITAL OUTLAY DIVISION</b>	<b>5,177,000</b>	<b>3,294,031</b>	<b>1,889,276</b>	<b>7,066,276</b>	<b>5,183,307</b>	<b>1,713,188</b>	<b>2,950,333</b>	<b>1,940,810</b>		<b>6,604,331</b>	<b>4,891,143</b>	<b>461,945</b>	<b>292,164</b>

**Tualatin Hills Park and Recreation District**  
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**Through 12/31/11**

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 SERVICES DEPARTMENT</b>													
System/workstn Replcmnt			65,000	65,000	65,000	-	28,038	36,962	Budget	65,000	65,000	-	-
Server Replacements			35,000	35,000	35,000	-	16,162	18,838	Budget	35,000	35,000	-	-
LAN/WAN Replcmnt			40,000	40,000	40,000	-	45,850	-	Complete	45,850	45,850	(5,850)	(5,850)
Printers/Network Printers			5,000	5,000	5,000	-	1,246	3,754	Budget	5,000	5,000	-	-
Telephones			20,000	20,000	20,000	-	20,544	-	Complete	20,544	20,544	(544)	(544)
TOTAL INFORMATION TECHNOLOGY REPLACEMENTS			165,000	165,000	165,000	-	111,840	59,554		171,394	171,394	(6,394)	(6,394)
Misc. Application Software			20,000	20,000	20,000	-	9,664	10,336	Budget	20,000	20,000	-	-
Fiber Line Installation			40,000	40,000	40,000	-	36,041	-	Complete	36,041	36,041	3,959	3,959
Applicant Tracking Software Tool			15,500	15,500	15,500	-	8,000	-	Complete	8,000	8,000	7,500	7,500
Backup Server @ 112th Maintenance Facility			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS			85,500	85,500	85,500	-	53,705	20,336		74,041	74,041	11,459	11,459
<b>TOTAL INFORMATION SYSTEMS DEPARTMENT</b>	<b>-</b>	<b>-</b>	<b>250,500</b>	<b>250,500</b>	<b>250,500</b>	<b>-</b>	<b>165,545</b>	<b>79,890</b>		<b>245,435</b>	<b>245,435</b>	<b>5,065</b>	<b>5,065</b>
<b>MAINTENANCE DEPARTMENT</b>													
<b>BUILDING EQUIPMENT REPLACEMENT</b>													
Autoscrubber (2)			18,100	18,100	18,100	-	22,403	-	Complete	22,403	22,403	(4,303)	(4,303)
Autoscrubber Batteries			2,500	2,500	2,500	-	1,857	-	Complete	1,857	1,857	643	643
Robotic Pool Tank Cleaner			6,500	6,500	6,500	-	4,890	-	Complete	4,890	4,890	1,610	1,610
Floor Buffer (2)			3,568	3,568	3,568	-	3,039	-	Complete	3,039	3,039	529	529
Slow Speed Scrubber (3)			5,918	5,918	5,918	-	1,917	-	Complete	1,917	1,917	4,001	4,001
Carpet Extractor			3,500	3,500	3,500	-	2,760	-	Complete	2,760	2,760	740	740
Cleaning Equipment			1,000	1,000	1,000	-	1,062	-	Complete	1,062	1,062	(62)	(62)
Wet Floor Vacuum			1,250	1,250	1,250	-	662	-	Complete	662	662	588	588
Walk Behind Sweeper			3,200	3,200	3,200	-	4,523	-	Complete	4,523	4,523	(1,323)	(1,323)
Product Storage Bin			1,650	1,650	1,650	-	-	1,650	Budget	1,650	1,650	-	-
TOTAL BUILDING EQUIPMENT REPLACEMENT			47,186	47,186	47,186	-	43,113	1,650		44,763	44,763	2,423	2,423
<b>FLEET REPLACEMENTS</b>													
Tractor Shed Replacement			35,000	35,000	35,000	-	-	35,000	Budget	35,000	35,000	-	-
Vehicle Hoist			24,000	24,000	24,000	-	-	15,029	Award	15,029	15,029	8,971	8,971
Soil Reliever			22,500	22,500	22,500	-	23,045	-	Complete	23,045	23,045	(545)	(545)
Sod Cutter			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Cargo Van (2)			42,000	42,000	42,000	-	40,480	-	Complete	40,480	40,480	1,520	1,520
Utility Truck			28,000	28,000	28,000	-	29,733	-	Complete	29,733	29,733	(1,733)	(1,733)
Pressure Washer			7,500	7,500	7,500	-	-	7,500	Budget	7,500	7,500	-	-
12 Passenger Van			26,000	26,000	26,000	-	22,698	-	Complete	22,698	22,698	3,302	3,302
Quad-cab Flatbed Truck			40,000	40,000	40,000	-	-	43,354	Award	43,354	43,354	(3,354)	(3,354)
Dump Truck (2-3 YD)			31,000	31,000	31,000	-	31,273	-	Complete	31,273	31,273	(273)	(273)
Infield Rake (2)			22,000	22,000	22,000	-	21,861	-	Complete	21,861	21,861	139	139
Electric Utility Vehicle			9,500	9,500	9,500	-	8,093	-	Complete	8,093	8,093	1,407	1,407
Compact Pickup			14,000	14,000	14,000	-	13,431	-	Complete	13,431	13,431	569	569
15-Passenger Van (2)			52,000	52,000	52,000	-	45,396	-	Complete	45,396	45,396	6,604	6,604
Lubrication			6,500	6,500	6,500	-	-	6,500	Budget	6,500	6,500	-	-
Compressed Air			7,800	7,800	7,800	-	-	7,800	Budget	7,800	7,800	-	-
Exhaust Ventilation			13,000	13,000	13,000	-	-	13,000	Budget	13,000	13,000	-	-
TOTAL FLEET REPLACEMENTS			385,800	385,800	385,800	-	236,010	133,183		369,193	369,193	16,607	16,607
<b>FLEET IMPROVEMENTS</b>													
Forklift			35,000	35,000	35,000	-	29,287	-	Complete	29,287	29,287	5,713	5,713
Floor Scrubber			15,000	15,000	15,000	-	12,424	-	Complete	12,424	12,424	2,576	2,576
TOTAL FLEET IMPROVEMENTS			50,000	50,000	50,000	-	41,711	-		41,711	41,711	8,289	8,289
<b>TOTAL MAINTENANCE DEPARTMENT</b>	<b>-</b>	<b>-</b>	<b>482,986</b>	<b>482,986</b>	<b>482,986</b>	<b>-</b>	<b>320,834</b>	<b>134,833</b>		<b>455,667</b>	<b>455,667</b>	<b>27,319</b>	<b>27,319</b>
<b>GRAND TOTAL GENERAL FUND</b>	<b>5,177,000</b>	<b>3,294,031</b>	<b>2,622,762</b>	<b>7,799,762</b>	<b>5,916,793</b>	<b>1,713,188</b>	<b>3,436,712</b>	<b>2,155,533</b>	<b>-</b>	<b>7,305,433</b>	<b>5,592,245</b>	<b>494,329</b>	<b>324,548</b>



**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 12/31/11**

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>SDC FUND</b>													
<u>LAND ACQUISITION</u>													
Land Acquisition (FY 11)	260,000	260,000	(260,000)	-	-	-	-	-	Complete	-	-	-	-
Land Acquisition (FY 12)	-	-	465,000	465,000	465,000	-	14,828	450,172	Budget	465,000	465,000	-	-
Dutton Property	-	-	295,000	295,000	295,000	-	294,830	-	Complete	294,830	294,830	170	170
<b>TOTAL LAND ACQUISITION</b>	<b>260,000</b>	<b>260,000</b>	<b>500,000</b>	<b>760,000</b>	<b>760,000</b>	<b>-</b>	<b>309,658</b>	<b>450,172</b>	<b>-</b>	<b>759,830</b>	<b>759,830</b>	<b>170</b>	<b>170</b>
<u>IMPROVEMENT/DEVELOPMENT PROJECTS</u>													
Fanno Creek Trail	1,311,950	1,024,000	700,000	2,011,950	1,724,000	492,224	1,144,784	345,674	Award	1,982,682	1,490,458	29,268	233,542
MTIP Grant Match for Westside Trail	40,000	30,000	-	40,000	30,000	-	30,000	-	Complete	30,000	30,000	10,000	-
Bonny Slope/BSD Trail Development	175,000	175,000	-	175,000	175,000	-	-	175,000	Budget	175,000	175,000	-	-
LWCF Grant Match/Schiffler Park Pavillion	50,000	50,000	-	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
PCC Rec Complex Site Amenities	72,000	46,510	-	72,000	46,510	26,286	1,152	44,800	Budget	72,238	45,952	(238)	558
MTIP Grant Match-Fanno Creek Trail/Hall Blvd Crossing	41,200	41,200	-	41,200	41,200	41,089	-	-	Complete	41,089	-	111	41,200
LGGP Grant Match-PCC Restroom	35,000	35,000	-	35,000	35,000	1,145	742	35,000	Award	36,887	35,742	(1,887)	(742)
112th St. Field Construction	1,000,000	914,995	163,748	1,163,748	1,078,743	172,410	502,485	488,853	Award	1,163,748	991,338	-	87,405
Winkleman Park Phase I	282,000	282,000	-	282,000	282,000	-	-	282,000	Budget	282,000	282,000	-	-
Progress Lake Dock Modification	-	-	-	-	-	-	12,438	-	Complete	12,438	12,438	(12,438)	(12,438)
MTIP Grant Match-Westside Trail Segment 18	-	-	62,205	62,205	62,205	-	69,323	-	Complete	69,323	69,323	(7,118)	(7,118)
OBP Grant Match-Waterhouse Trail/Walker Rd Crossing	-	-	50,000	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
112th St. Site Improvements	-	-	797,947	797,947	797,947	-	74,052	642,491	Award	716,543	716,543	81,404	81,404
Undesignated Projects	-	-	2,649,628	2,649,628	2,649,628	-	-	2,649,628	Budget	2,649,628	2,649,628	-	-
<b>TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS</b>	<b>3,007,150</b>	<b>2,598,705</b>	<b>4,423,528</b>	<b>7,430,678</b>	<b>7,022,233</b>	<b>733,154</b>	<b>1,834,976</b>	<b>4,763,446</b>		<b>7,331,576</b>	<b>6,598,422</b>	<b>99,102</b>	<b>423,811</b>
<b>Total - SDC Fund</b>	<b>3,267,150</b>	<b>2,858,705</b>	<b>4,923,528</b>	<b>8,190,678</b>	<b>7,782,233</b>	<b>733,154</b>	<b>2,144,634</b>	<b>5,213,618</b>		<b>8,091,406</b>	<b>7,358,252</b>	<b>99,272</b>	<b>423,981</b>

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

**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 12/31/11**

Quad-rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Est. Cost (Over) Under Budget	% Total Expended to Project Cumulative Cost
			Initial Project Budget	Adjustments	Current Total Project Budget FY 11/12	Expended Prior Years	Expended Year-to-Date	Total Expended to Date					
			(1)	(2)	(1+2)	(4)	(5)	(4+5)=(6)	(7)	(6+7)=(9)	(3-9)	(6)/(9)	
<b>BOND CAPITAL PROJECTS FUND</b>													
<b><u>New Neighborhood Parks Development</u></b>													
SE	91-901	AM Kennedy Park	1,285,250	45,050	1,330,300	117,138	69,016	186,154	1,575,173	Design Dev	1,761,327	(431,027)	10.6%
SW	91-902	Barsotti Park	1,285,250	20,613	1,305,863	613	2,454	3,067	1,302,796	Budget	1,305,863	-	0.2%
NW	91-903	Kaiser Ridge Park	771,150	12,305	783,455	42,062	25,085	67,147	584,639	Master Plan	651,786	131,669	10.3%
SW	91-904	Roy Dancer Park	771,150	12,341	783,491	6,848	3,356	10,204	773,287	Budget	783,491	-	1.3%
NE	91-905	Roger Tilbury Park	771,150	12,368	783,518	-	-	-	783,518	Budget	783,518	-	0.0%
<b>Total New Neighborhood Parks Development</b>			<b>4,883,950</b>	<b>102,677</b>	<b>4,986,627</b>	<b>166,661</b>	<b>99,911</b>	<b>266,572</b>	<b>5,019,413</b>		<b>5,285,985</b>	<b>(299,358)</b>	<b>5.0%</b>
<b><u>Renovate &amp; Redevelop Neighborhood Parks</u></b>													
NE	91-906	Cedar Mill Park & Trail	1,125,879	18,057	1,143,936	26	2,670	2,696	1,141,240	Budget	1,143,936	-	0.2%
SE	91-907	Camille Park	514,100	28,898	542,998	152,309	361,331	513,640	(21,986)	Bid Award	491,654	51,344	104.5%
NW	91-908	Somerset West Park	1,028,200	16,490	1,044,690	2,389	1,176	3,565	1,041,125	Budget	1,044,690	-	0.3%
NW	91-909	Pioneer Park and Bridge Replacement	544,934	18,613	563,547	66,927	34,950	101,877	480,312	Master Plan	582,189	(18,642)	17.5%
SE	91-910	Vista Brook Park	514,100	18,149	532,249	54,991	48,195	103,186	466,865	Master Plan	570,051	(37,802)	18.1%
<b>Total Renovate &amp; Redevelop Neighborhood Parks</b>			<b>3,727,213</b>	<b>100,207</b>	<b>3,827,420</b>	<b>276,642</b>	<b>448,322</b>	<b>724,964</b>	<b>3,107,556</b>		<b>3,832,520</b>	<b>(5,100)</b>	<b>18.9%</b>
<b><u>New Neighborhood Parks Land Acquisition</u></b>													
NW	98-880	New Neighborhood Park - NW Quadrant	1,500,000	23,241	1,523,241	4,172	1,978	6,150	1,517,091	Budget	1,523,241	-	0.4%
NE	98-745	New Neighborhood Park - NE Quadrant	1,500,000	23,951	1,523,951	42,097	21,929	64,026	1,459,925	Budget	1,523,951	-	4.2%
SW	98-746	New Neighborhood Park - SW Quadrant	1,500,000	21,071	1,521,071	1,049,158	1,496	1,050,654	470,417	Budget	1,521,071	-	69.1%
SE	98-747	New Neighborhood Park - SE Quadrant	1,500,000	16,295	1,516,295	2,555,536	-	2,555,536	(1,041,004)	Budget	1,514,532	1,763	168.7%
NW	98-748	New Neighborhood Park (North Bethany)	1,500,000	23,866	1,523,866	57,254	1,563,485	1,620,739	-	Complete	1,620,739	(96,873)	100.0%
UND	98-749	New Neighborhood Park - Undesignated	1,500,000	23,911	1,523,911	33,250	60,999	94,249	1,429,662	Budget	1,523,911	-	6.2%
<b>Total New Neighborhood Parks</b>			<b>9,000,000</b>	<b>132,335</b>	<b>9,132,335</b>	<b>3,741,467</b>	<b>1,649,887</b>	<b>5,391,354</b>	<b>3,836,090</b>		<b>9,227,445</b>	<b>(95,110)</b>	<b>58.4%</b>
<b><u>New Community Park Development</u></b>													
SW	92-915	SW Community Park	7,711,500	123,662	7,835,162	2,112	504	2,616	7,832,546	Budget	7,835,162	-	0.0%
<b>Total New Community Park Development</b>			<b>7,711,500</b>	<b>123,662</b>	<b>7,835,162</b>	<b>2,112</b>	<b>504</b>	<b>2,616</b>	<b>7,832,546</b>		<b>7,835,162</b>	<b>-</b>	<b>0.0%</b>
<b><u>New Community Park Land Acquisition</u></b>													
NE	98-881	New Community Park	10,000,000	160,128	10,160,128	8,094,046	8,109	8,102,155	2,057,973	Budget	10,160,128	-	79.7%
<b>Total New Community Park</b>			<b>10,000,000</b>	<b>160,128</b>	<b>10,160,128</b>	<b>8,094,046</b>	<b>8,109</b>	<b>8,102,155</b>	<b>2,057,973</b>		<b>10,160,128</b>	<b>-</b>	<b>79.7%</b>
<b><u>Renovate and Redevelop Community Parks</u></b>													
NE	92-916	Cedar Hills Park	6,194,905	98,656	6,293,561	110,898	797	111,695	6,074,391	A&E Contract	6,186,086	107,475	1.8%
SE	92-917	Schiffler Park	3,598,700	60,594	3,659,294	452,996	1,067	454,063	3,039,913	Design Dev.	3,493,976	165,318	13.0%
<b>Total Renovate and Redevelop Community Parks</b>			<b>9,793,605</b>	<b>159,250</b>	<b>9,952,855</b>	<b>563,894</b>	<b>1,864</b>	<b>565,758</b>	<b>9,114,304</b>		<b>9,680,062</b>	<b>272,793</b>	<b>5.8%</b>
<b><u>Natural Area Restoration</u></b>													
NE	97-963	Roger Tilbury Memorial Park	30,846	495	31,341	23	-	23	31,318	Budget	31,341	-	0.1%
NE	97-964	Cedar Mill Park	30,846	495	31,341	43	338	381	30,960	Budget	31,341	-	1.2%
NE	97-965	Jordan/Jackie Husen Park	308,460	4,947	313,407	65	231	296	313,111	Budget	313,407	-	0.1%
NW	97-966	NE/Bethany Meadows Trail Habitat Connection	246,768	3,958	250,726	-	-	-	250,726	Budget	250,726	-	0.0%
NW	97-967	Kaiser Ridge Park	10,282	165	10,447	-	-	-	10,447	Planning	10,447	-	0.0%
NW	97-968	Allenbach Acres Park	41,128	659	41,787	38	14	52	41,735	Budget	41,787	-	0.1%
NW	97-969	Crystal Creek Park	205,640	3,298	208,938	685	154	839	208,099	Budget	208,938	-	0.4%
NE	97-970	Foothills Park	61,692	972	62,664	16,152	7,052	23,204	37,910	Planning	61,114	1,550	38.0%
NE	97-971	Commonwealth Lake Park	41,128	635	41,763	11,534	4,514	16,048	16,251	Planning	32,299	9,464	49.7%
NW	97-972	Tualatin Hills Nature Park and Bridge Replacement	90,800	1,452	92,252	1,394	3,259	4,653	87,599	Planning	92,252	-	5.0%
NE	97-973	Pioneer Park	10,282	165	10,447	142	-	142	10,305	Budget	10,447	-	1.4%
NW	97-974	Whispering Woods Park	51,410	747	52,157	21,623	7,973	29,596	21,973	Preparation	51,569	588	57.4%
NW	97-975	Willow Creek Nature Park	20,564	322	20,886	2,688	6,802	9,490	11,396	Planning	20,886	-	45.4%

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			Initial Project Budget	Adjustments	Current Total Project Budget FY 11/12	Expended Prior Years	Expended Year-to-Date	Total Expended to Date					
			(1)	(2)	(1+2)	(4)	(5)	(4+5)=(6)	(7)	(6+7)=(9)	(3-9)	(6)/(9)	
SE	97-976	AM Kennedy Park	30,846	495	31,341	45	10	55	31,286	31,341	-	0.2%	
SE	97-977	Camille Park	77,115	1,236	78,351	118	4,091	4,209	74,142	78,351	-	5.4%	
SE	97-978	Vista Brook Park	20,564	330	20,894	-	-	-	20,894	20,894	-	0.0%	
SE	97-979	Greenway Park/Koll Center	61,692	988	62,680	1,203	10	1,213	61,467	62,680	-	1.9%	
SE	97-980	Bauman Park	82,256	1,313	83,569	7,340	2,506	9,846	73,723	83,569	-	11.8%	
SE	97-981	Fanno Creek Park	162,456	2,605	165,061	350	-	350	164,711	165,061	-	0.2%	
SE	97-982	Hideaway Park	41,128	660	41,788	29	3,194	3,223	38,565	41,788	-	7.7%	
SW	97-983	Murrayhill Park	61,692	869	62,561	24,124	17,497	41,621	20,209	61,830	731	67.3%	
SE	97-984	Hyland Forest Park	71,974	1,034	73,008	40,210	(6,471)	33,739	24,425	58,164	14,844	58.0%	
SW	97-985	Cooper Mountain	205,640	3,298	208,938	5	9	14	208,924	208,938	-	0.0%	
SW	97-986	Winkelman Park	10,282	165	10,447	9	19	28	10,419	10,447	-	0.3%	
SW	97-987	Lowami Hart Woods	287,896	4,615	292,511	2,407	1,047	3,454	289,057	292,511	-	1.2%	
SW	97-988	Rosa/Hazeldale Parks	28,790	460	29,250	357	51	408	28,842	29,250	-	1.4%	
SW	97-989	Mt Williams Park	102,820	1,649	104,469	-	-	-	104,469	104,469	-	0.0%	
SW	97-990	Jenkins Estate	154,230	2,464	156,694	2,141	42,043	44,184	112,510	156,694	-	28.2%	
SW	97-991	Summercrest Park	10,282	155	10,437	2,248	4,187	6,435	1,823	8,258	2,179	77.9%	
SW	97-992	Morrison Woods	61,692	989	62,681	28	-	28	62,653	62,681	-	0.0%	
UND	97-993	Interpretive Sign Network	339,306	5,439	344,745	2,467	144	2,611	342,134	344,745	-	0.8%	
NW	97-994	Beaverton Creek Trail	61,692	989	62,681	-	-	-	62,681	62,681	-	0.0%	
NW	97-995	Bethany WetlandsBronson Creek	41,128	660	41,788	-	-	-	41,788	41,788	-	0.0%	
NW	97-996	Bluegrass Downs Park	15,423	247	15,670	-	-	-	15,670	15,670	-	0.0%	
NW	97-997	Crystal Creek	41,128	660	41,788	-	-	-	41,788	41,788	-	0.0%	
UND	97-914	Restoration of new properties to be acquired	643,023	10,313	653,336	-	-	-	653,336	653,336	-	0.0%	
<b>Total Natural Area Restoration</b>			<b>3,762,901</b>	<b>59,943</b>	<b>3,822,844</b>	<b>137,468</b>	<b>98,671</b>	<b>236,139</b>	<b>3,557,349</b>	<b>3,793,488</b>	<b>29,356</b>	<b>6.2%</b>	
<b>Natural Area Preservation - Land Acquisition</b>													
UND	98-882	Natural Area Acquisitions	8,400,000	134,622	8,534,622	205,845	20,071	225,916	8,308,706	8,534,622	-	2.6%	
<b>Total Natural Area Preservation - Land Acquisition</b>			<b>8,400,000</b>	<b>134,622</b>	<b>8,534,622</b>	<b>205,845</b>	<b>20,071</b>	<b>225,916</b>	<b>8,308,706</b>	<b>8,534,622</b>	<b>-</b>	<b>2.6%</b>	
<b>New Linear Park and Trail Development</b>													
SW	93-918	Westside Trail Segments 1, 4, & 7	4,267,030	66,834	4,333,864	369,784	118,769	488,553	3,079,494	3,568,047	765,817	13.7%	
NE	93-920	Jordan/Husen Park Trail	1,645,120	40,036	1,685,156	225,734	63,232	288,966	1,167,902	1,456,868	228,288	19.8%	
NW	93-924	Waterhouse Trail Segments 1, 5 and West Spur	3,804,340	59,194	3,863,534	416,592	84,844	501,436	3,096,073	3,597,509	266,025	13.9%	
NW	93-922	Rock Creek Trail #5 & Allenbach, North Bethany #2	2,262,040	65,344	2,327,384	381,158	113,260	494,418	1,923,135	2,417,553	(90,169)	20.5%	
UND	93-923	Miscellaneous Natural Trails	100,000	1,586	101,586	3,250	13,811	17,061	84,525	101,586	-	16.8%	
NW	91-912	Nature Park - Old Wagon Trail	359,870	3,029	362,899	238,688	14	238,702	-	238,702	124,197	100.0%	
NE	91-913	NE Quadrant Trail - Bluffs Phase 2	257,050	14,101	271,151	26,937	18,579	45,516	211,534	257,050	14,101	17.7%	
SW	93-921	Lowami Hart Woods	822,560	52,303	874,863	186,078	56,007	242,085	651,045	893,130	(18,267)	27.1%	
NW	91-911	Westside - Waterhouse Trail Connection	1,542,300	24,652	1,566,952	24,234	313	24,547	1,517,753	1,542,300	24,652	1.6%	
<b>Total New Linear Park and Trail Development</b>			<b>15,060,310</b>	<b>327,079</b>	<b>15,387,389</b>	<b>1,872,455</b>	<b>468,829</b>	<b>2,341,284</b>	<b>11,731,461</b>	<b>14,072,745</b>	<b>1,314,644</b>	<b>16.6%</b>	
<b>New Linear Park and Trail Land Acquisition</b>													
UND	98-883	New Linear Park and Trail Acquisitions	1,200,000	19,246	1,219,246	688,849	127,502	816,351	402,895	1,219,246	-	67.0%	
<b>New Linear Park and Trail Land Acquisition</b>			<b>1,200,000</b>	<b>19,246</b>	<b>1,219,246</b>	<b>688,849</b>	<b>127,502</b>	<b>816,351</b>	<b>402,895</b>	<b>1,219,246</b>	<b>-</b>	<b>67.0%</b>	
<b>Multi-field/Multi-purpose Athletic Field Development</b>													
SW	94-925	Winkelman Athletic Field	514,100	33,199	547,299	51,001	64,247	115,248	861,946	977,194	(429,895)	11.8%	
SE	94-926	Meadow Waye Park	514,100	6,637	520,737	405,527	1,252	406,779	-	406,779	113,958	100.0%	
NW	94-927	New Fields in NW Quadrant	514,100	8,245	522,345	75	-	75	522,270	522,345	-	0.0%	
NE	94-928	New Fields in NE Quadrant	514,100	8,245	522,345	932	898	1,830	520,515	522,345	-	0.4%	
SW	94-929	New Fields in SW Quadrant	514,100	8,241	522,341	669	-	669	521,672	522,341	-	0.1%	
SE	94-930	New Fields in SE Quadrant	514,100	8,245	522,345	-	-	-	522,345	522,345	-	0.0%	
<b>Total Multi-field/Multi-purpose Athletic Field Dev.</b>			<b>3,084,600</b>	<b>72,812</b>	<b>3,157,412</b>	<b>458,204</b>	<b>66,397</b>	<b>524,601</b>	<b>2,948,748</b>	<b>3,473,349</b>	<b>(315,937)</b>	<b>15.1%</b>	

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<b>Deferred Park Maintenance Replacements</b>													
UND	96-960	Play Structure Replacements at 11 sites	810,223	4,065	814,288	665,070	49,035	714,105	33,100	various phases	747,205	67,083	95.6%
NW	96-720	Bridge/boardwalk replacement - Willow Creek	96,661	1,551	98,212	80,524	46,753	127,277	5,794	Const. Doc	133,071	(34,859)	95.6%
SW	96-721	Bridge/boardwalk replacement - Rosa Park	38,909	624	39,533	38,381	-	38,381	-	Complete	38,381	1,152	100.0%
SW	96-722	Bridge/boardwalk replacement - Jenkins Estate	7,586	33	7,619	28,430	-	28,430	-	Complete	28,430	(20,811)	100.0%
SE	96-723	Bridge/boardwalk replacement - Hartwood Highlands	10,767	170	10,937	985	-	985	-	Cancelled	985	9,952	100.0%
NE	96-998	Irrigation Replacement at Roxbury Park	48,854	63	48,917	41,902	-	41,902	-	Complete	41,902	7,015	100.0%
UND	96-999	Pedestrian Path Replacement at 3 sites	116,687	150	116,837	118,040	-	118,040	-	Complete	118,040	(1,203)	100.0%
SW	96-946	Permeable Parking Lot at Aloha Swim Center	160,914	1,508	162,422	195,024	-	195,024	-	Complete	195,024	(32,602)	100.0%
NE	96-947	Permeable Parking Lot at Sunset Swim Center	160,914	2,581	163,495	-	6,504	6,504	156,991	Design Dev	163,495	-	4.0%
<b>Total Deferred Park Maintenance Replacements</b>			<b>1,451,515</b>	<b>10,745</b>	<b>1,462,260</b>	<b>1,168,356</b>	<b>102,292</b>	<b>1,270,648</b>	<b>195,885</b>		<b>1,466,533</b>	<b>(4,273)</b>	<b>86.6%</b>
<b>Facility Rehabilitation</b>													
UND	95-931	Structural Upgrades at Several Facilities	317,950	2,378	320,328	105,332	-	105,332	214,996	Budget	320,328	-	32.9%
SW	95-932	Structural Upgrades at Aloha Swim Center	406,279	6,360	412,639	20,429	592	21,021	391,618	Const. Doc.	412,639	-	5.1%
SE	95-933	Structural Upgrades at Beaverton Swim Center	1,447,363	23,161	1,470,524	22,757	-	22,757	1,447,767	Const. Doc.	1,470,524	-	1.5%
NE	95-934	Structural Upgrades at Cedar Hills Recreation Center	628,087	10,073	638,160	-	4,702	4,702	633,458	Const. Doc.	638,160	-	0.7%
SW	95-935	Structural Upgrades at Conestoga Rec/Aquatic Center	44,810	719	45,529	-	8,284	8,284	37,245	Const. Doc.	45,529	-	18.2%
SE	95-937	Structural Upgrades at Garden Home Recreation Center	486,935	7,810	494,745	-	-	-	494,745	Master Plan	494,745	-	0.0%
SE	95-938	Structural Upgrades at Harman Swim Center	179,987	2,821	182,808	19,298	-	19,298	60,702	Const. Doc.	80,000	102,808	24.1%
NW	95-939	Structural Upgrades at HMT/50 Mtr Pool/Aquatic Center	312,176	4,762	316,938	66,373	-	66,373	220,035	Bid Award	286,408	30,530	23.2%
NW	95-940	Structural Upgrades at HMT Administration Building	397,315	6,178	403,493	39,750	275,201	314,951	8,824	Bid Award	323,775	79,718	97.3%
NW	95-941	Structural Upgrades at HMT Athletic Center	65,721	85	65,806	66,000	-	66,000	-	Complete	66,000	(194)	100.0%
NW	95-942	Structural Upgrades at HMT Dryland Training Center	116,506	1,840	118,346	19,692	98	19,790	75,448	Bid Award	95,237	23,109	20.8%
NW	95-943	Structural Upgrades at HMT Tennis Center	268,860	4,290	273,150	14,382	-	14,382	258,768	Const. Doc.	273,150	-	5.3%
SE	95-944	Structural Upgrades at Raleigh Swim Center	4,481	6	4,487	5,703	-	5,703	-	Complete	5,703	(1,216)	100.0%
NW	95-945	Structural Upgrades at Somerset Swim Center	8,962	12	8,974	9,333	-	9,333	-	Complete	9,333	(359)	100.0%
NE	95-950	Sunset Swim Center Structural Upgrades	1,028,200	16,406	1,044,606	17,303	15,292	32,595	1,012,011	Const. Doc.	1,044,606	-	3.1%
NE	95-951	Sunset Swim Center Pool Tank	514,100	275	514,375	294,280	-	294,280	-	Complete	294,280	220,095	100.0%
<b>Total Facility Rehabilitation</b>			<b>6,227,732</b>	<b>87,176</b>	<b>6,314,908</b>	<b>700,632</b>	<b>304,168</b>	<b>1,004,800</b>	<b>4,855,617</b>		<b>5,860,417</b>	<b>454,491</b>	<b>17.1%</b>
<b>Facility Expansion and Improvements</b>													
SE	95-952	Elsie Stuhr Center Expansion and Structural Improvements	1,997,868	30,861	2,028,729	273,825	1,389,004	1,662,829	436,844	Bid Award	2,099,673	(70,944)	79.2%
SW	95-953	Conestoga Rec/Aquatic Expansion & Splash Pad	5,449,460	84,304	5,533,764	1,015,994	1,545,923	2,561,917	2,747,678	Bid Award	5,309,595	224,169	48.3%
SW	95-954	Aloha ADA Dressing Rooms	123,384	158	123,542	178,701	-	178,701	-	Complete	178,701	(55,159)	100.0%
NW	95-955	Aquatics Center ADA Dressing Rooms	133,666	1,078	134,744	180,493	-	180,493	-	Complete	180,493	(45,749)	100.0%
NE	95-956	Athletic Center HVAC Upgrades	514,100	654	514,754	321,821	-	321,821	-	Complete	321,821	192,933	100.0%
<b>Total Facility Expansion and Improvements</b>			<b>8,218,478</b>	<b>117,055</b>	<b>8,335,533</b>	<b>1,970,834</b>	<b>2,934,927</b>	<b>4,905,761</b>	<b>3,184,522</b>		<b>8,090,283</b>	<b>245,250</b>	<b>60.6%</b>
<b>ADA/Access Improvements</b>													
NW	95-957	HMT ADA Parking and other site improvement	735,163	11,595	746,758	13,753	-	13,753	733,005	Budget	746,758	-	1.8%
UND	95-958	ADA Improvements - undesignated funds	116,184	1,864	118,048	3,533	19,077	22,610	95,438	Budget	118,048	-	19.2%
SW	95-730	ADA Improvements - Barrows Park	8,227	132	8,359	-	6,825	6,825	1,989	Construction	8,814	(455)	77.4%
NW	95-731	ADA Improvements - Bethany Lake Park	20,564	193	20,757	25,566	-	25,566	-	Complete	25,566	(4,809)	100.0%
NE	95-732	ADA Improvements - Cedar Hills Recreation Center	8,226	132	8,358	-	8,255	8,255	1,989	Construction	10,244	(1,886)	80.6%
NE	95-733	ADA Improvements - Forest Hills Park	12,338	198	12,536	-	23,416	23,416	1,989	Construction	25,405	(12,869)	92.2%
SE	95-734	ADA Improvements - Greenway Park	15,423	247	15,670	-	-	-	-	Cancelled	-	15,670	0.0%
SW	95-735	ADA Improvements - Jenkins Estate	16,450	264	16,714	-	11,550	11,550	1,994	Construction	13,544	3,170	85.3%
SW	95-736	ADA Improvements - Lawndale Park	30,846	40	30,886	16,626	-	16,626	-	Complete	16,626	14,260	100.0%
NE	95-737	ADA Improvements - Lost Park	15,423	247	15,670	-	15,000	15,000	-	Complete	15,000	670	100.0%

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NW	95-738	ADA Improvements - Rock Creek Powerline Park (Soccer Fld)	20,564	330	20,894	-	17,799	17,799	1,989	Construction	19,788	1,106	89.9%
NW	95-739	ADA Improvements - Skyview Park	5,140	82	5,222	-	7,075	7,075	-	Complete	7,075	(1,853)	100.0%
NW	95-740	ADA Improvements - Waterhouse Powerline Park	8,226	132	8,358	-	-	-	8,358	Design Dev	8,358	-	0.0%
NE	95-741	ADA Improvements - West Sylvan Park	5,140	82	5,222	-	5,102	5,102	1,989	Construction	7,091	(1,869)	71.9%
SE	95-742	ADA Improvements - Wonderland Park	10,282	164	10,446	-	4,915	4,915	1,989	Construction	6,904	3,542	71.2%
		<b>Total ADA/Access Improvements</b>	<b>1,028,196</b>	<b>15,702</b>	<b>1,043,898</b>	<b>59,478</b>	<b>119,013</b>	<b>178,491</b>	<b>850,730</b>		<b>1,029,221</b>	<b>14,677</b>	<b>17.3%</b>
											15,670		
		<b>Community Center Land Acquisition</b>											
UND	98-884	Community Center	5,000,000	79,695	5,079,695	589,963	4,228	594,191	4,485,504	Budget	5,079,695	-	11.7%
		<b>Total Community Center Land Acquisition</b>	<b>5,000,000</b>	<b>79,695</b>	<b>5,079,695</b>	<b>589,963</b>	<b>4,228</b>	<b>594,191</b>	<b>4,485,504</b>		<b>5,079,695</b>	<b>-</b>	<b>11.7%</b>
		<b>Bond Administration Costs</b>											
UND		Debt Issuance Costs	1,393,000	(482,200)	910,800	24,772	-	24,772	-	Budget	24,772	886,028	100.0%
UND		Bond Accountant Personnel Costs	-	241,090	241,090	-	-	-	241,090	Budget	241,090	-	0.0%
UND		Communications Support	-	50,000	50,000	-	-	-	50,000	Budget	50,000	-	0.0%
UND		Technology Needs	18,330	-	18,330	21,520	2,434	23,954	-	Complete	23,954	(5,624)	100.0%
UND		Office Furniture	7,150	-	7,150	3,940	683	4,623	-	Complete	4,623	2,527	100.0%
UND		Admin/Consultant Costs	31,520	-	31,520	35,098	4,477	39,575	-	Budget	39,575	(8,055)	100.0%
			<b>1,450,000</b>	<b>(191,110)</b>	<b>1,258,890</b>	<b>85,330</b>	<b>7,594</b>	<b>92,924</b>	<b>291,090</b>		<b>384,014</b>	<b>874,876</b>	<b>24.2%</b>
		<b>Grand Total</b>	<b>100,000,000</b>	<b>1,511,224</b>	<b>101,511,224</b>	<b>20,782,236</b>	<b>6,462,289</b>	<b>27,244,525</b>	<b>71,780,389</b>		<b>99,024,913</b>	<b>2,486,311</b>	<b>27.5%</b>



**MEMORANDUM**

Date: January 19, 2012  
 To: Board of Directors  
 From: Keith Hobson, Director of Business and Facilities  
 Re: **System Development Charge Report for November, 2011**

Below please find the various categories for System Development Charges, i.e., Single Family, Multiple Family, Manufactured Housing Unit, 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 November, 2011.

<b>Type of Dwelling Unit</b>	<b>Current SDC per Type of Dwelling Unit</b>
Single Family	\$5551.00 with 1.6% discount = \$5,462.18
Multi-Family	\$4,151.00 with 1.6% discount = \$4,084.58
Non-residential	\$144.00 with 1.6% discount = \$141.70

<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>
2,487	Single Family Units	\$6,147,778.89	\$182,718.92	\$6,330,497.81
15	Single Family Units at \$489.09	\$7,336.35	\$221.45	\$7,557.80
1,399	Multi-family Units	\$2,624,822.68	\$80,892.66	\$2,705,715.34
0	Less Multi-family credits	(\$7,957.55)	(\$229.36)	(\$8,186.91)
<u>203</u>	Non-residential	<u>\$468,889.39</u>	<u>\$14,102.03</u>	<u>\$482,991.42</u>
<b><u>4,104</u></b>		<b><u>\$9,240,869.76</u></b>	<b><u>\$277,705.70</u></b>	<b><u>\$9,518,575.46</u></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>
6,437	Single Family Units	\$17,667,481.36	\$480,030.30	\$18,147,511.66
-300	Less Credits	(\$623,548.98)	(\$19,285.02)	(\$642,834.00)
1,848	Multi-family Units	\$3,903,805.07	\$115,397.74	\$4,019,202.81
-24	Less Credits	(\$47,323.24)	(\$1,463.61)	(\$48,786.85)
<u>97</u>	Non-residential	<u>\$360,766.49</u>	<u>\$7,694.16</u>	<u>\$368,460.65</u>
<b><u>8,058</u></b>		<b><u>\$21,261,180.70</u></b>	<b><u>\$582,373.57</u></b>	<b><u>\$21,843,554.27</u></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>
4,104	City of Beaverton	30.35%	\$9,240,869.76	\$277,705.70	\$9,518,575.46
<u>8,058</u>	Washington County	<u>69.65%</u>	<u>\$21,261,180.70</u>	<u>\$582,373.57</u>	<u>\$21,843,554.27</u>
<b><u>12,162</u></b>		<b><u>100.00%</u></b>	<b><u>\$30,502,050.46</u></b>	<b><u>\$860,079.27</u></b>	<b><u>\$31,362,129.73</u></b>

<u>Recap by Dwelling</u>	<u>Single Family</u>	<u>Multi-Family</u>	<u>Non-Resident</u>	<u>Total</u>
City of Beaverton	2,502	1,399	203	4,104
Washington County	6,137	1,824	97	8,058
	<u>8,639</u>	<u>3,223</u>	<u>300</u>	<u>12,162</u>

**Total Receipts to Date** **\$31,702,207.80**

**Total Payments to Date**

Refunds	(\$2,060,859.71)	
Administrative Costs	(\$18.63)	
Project Costs -- Development	(\$18,788,943.62)	
<u>Project Costs -- Land Acquisition</u>	<u>(\$9,036,553.74)</u>	<u>(\$29,886,375.70)</u>
		<u>\$1,815,832.10</u>

<u>Recap by Month, FY 2011-12</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Interest</u>	<u>SDC Fund Total</u>
through June 2011(1)	\$30,964,268.13	(\$28,053,224.90)	\$2,004,086.02	\$4,915,129.25
July	\$176,269.70	(\$139,118.26)	\$1,501.69	\$38,653.13
August	\$208,225.67	(\$5,615.44)	\$1,537.62	\$204,147.85
September	\$99,547.28	(\$453,804.43)	\$12,743.51	(\$341,513.64)
October	\$148,863.65	(\$856,509.47)	\$1,412.24	(\$706,233.58)
November	\$105,033.37	(\$378,103.20)	\$1,116.92	(\$271,952.91)
December	\$0.00	\$0.00	\$0.00	\$0.00
January	\$0.00	\$0.00	\$0.00	\$0.00
February	\$0.00	\$0.00	\$0.00	\$0.00
March	\$0.00	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$31,702,207.80</u>	<u>(\$29,886,375.70)</u>	<u>\$2,022,398.00</u>	<u>\$3,838,230.10</u>

(1) Net of \$1,029,273 of SDC Credits awarded for park development projects.

Projected SDC balance as of June 30, 2011 per the budget was \$4,894,176. Actual balance was \$4,915,129. This fiscal year's projected total receipts per the budget are \$2,850,057.





# PortlandTribune

## New Fanno Creek Trail segment opens to public

*The Beaverton Valley Times, Jan 4, 2012*

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**A longtime “missing link” in the popular Fanno Creek Regional Trail system was recently completed and is now open to bicyclists, joggers and walkers.**

The Tualatin Hills Park and Recreation District finished the half-mile segment this week. It extends from the intersection of Scholls Ferry Road and Allen Blvd to the end of 105th Court near the intersection of Denney Road and Highway 217.

Funded by system development charges, the \$1.6 million project means users will be able to travel 4.5 miles of largely continuous, paved trail between the district’s Garden Home Recreation Center and Tigard’s Englewood Park near Scholls Ferry Road.

The 10-foot-wide-trail addition features 11 boardwalks over wetland areas that provide opportunities to spot birds and other wildlife, including deer. In addition, thousands of native plants and shrubs will be planted along the restored stream corridor.

“The Fanno Creek Trail is already very popular, and we expect it to be even more popular now that this new segment is finished,” said Hal Bergsma, the park district’s director of planning. “Until now, when trail users came to the missing link, they had to figure out on their own how to reconnect with the trail. Now, their path is mostly uninterrupted.”

Electronic sensors show 70,000 to 80,000 people use the trail’s north segment each year, while 120,000 users pass through the trail’s south end tunnel at Scholls Ferry Road, said THPRD project manager Brad Hauschild, who expects those numbers to increase now that the new segment is open.

One small section of the new trail, near the city of Beaverton operations facility and Scholls Ferry Road, is temporarily unpaved. However, the compacted gravel segment is open for the public to use. It was left unpaved until Washington County can complete plans for a future bridge replacement/road-widening project.

The park district will work with the city and Washington County to coordinate completion of the trail section. The project, which includes a bridge replacement and road widening, is scheduled for completion this summer.

For more information, visit [www.thprd.org](http://www.thprd.org) or call 503-645-6433.

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# Cooper Mountain partnership is Metro's example for opening parks

**T**he Metro regional government — thanks to the foresight of voters and taxpayers — has been able in the past 16 years to buy some beautiful pieces of land. Now, it needs to figure out how to make these natural assets more accessible to the public that paid for their purchase.

All told, Metro has acquired 12,000 acres of open space in Washington, Clackamas and Multnomah counties since 1995, when voters first authorized the regional government to begin buying land for preservation. These properties include forested buttes and sensitive wetlands. They hold the potential for hiking, biking and other forms of active and passive recreation.

Yet, many of these natural treasures remain locked away from full public access. That's because Metro was given the funding to purchase this vast inventory of land, but not to develop it or manage it over time.

Metro President Tom Hughes and others are now discussing how these properties can be maintained and opened up for public use. One motivation is obvious: If citizens own something, they'd probably like the chance to use it. But there are economic reasons, as well, to continue this expansion of the region's park system. Communities that invest in their parks also do better at attracting new businesses and industries. Quality of life is improved, and home values increase along the way.

So, we agree with Hughes that the region eventually must do something to enhance these natural treasures. The only questions involve scope and timing. Metro officials had been talking about a relatively bold idea of creating a regional park district — a concept that would have required action by the Oregon Legislature. But mayors of cities within Metro's boundaries objected, arguing that the regional government shouldn't compete with other jurisdictions for limited dollars.

Without broad support from mayors, the regional park district proposal is off the table. That leaves Metro with the more modest approach of someday asking taxpayers for a small amount of money — say, \$10 or less per homeowner per year — to begin opening up these spaces with trails, parking areas and restrooms.

We also prefer this minimalist route, and not just because it asks little of taxpayers. If Metro can raise a limited amount of money to invest in park development, these funds will in turn stimulate interest from volunteers, nonprofit groups, local park districts and foundations. The Cooper Mountain Nature Park on the southern edge of Beaverton offers an excellent example of how such partnerships can work. Metro bought the land with its voter-approved bond money, but the park's ultimate development was made possible through multiple sources, including Metro, the Tualatin Hills Park and Recreation District and volunteer groups.

We believe all residents of the tri-county area have a similar interest in preserving and taking full advantage of the natural areas that have been set aside. They have shown this by approving two bond measures allowing Metro to buy the 12,000 acres it has acquired so far.

When the time is right — meaning when the economy shows further improvement — metro-area voters would likely look favorably at the idea of spending a small amount of money to make parks accessible and to create partnerships that maintain these valuable lands in perpetuity.



# New Fanno Creek Trail segment open to public

A longtime “missing link” in the popular Fanno Creek Regional Trail system was recently completed and is now open to bicyclists, joggers and walkers.

The Tualatin Hills Park and Recreation District finished the half-mile segment this week. It extends from the intersection of Scholls Ferry Road and Allen Blvd to the end of 105th Court near the intersection of Denney Road and Highway 217.

Funded by system development charges, the \$1.6 million project means users will be able to travel 4.5 miles of largely continuous, paved trail between the district’s Garden Home Recreation Center and Tigard’s Englewood Park near Scholls Ferry Road.

The 10-foot-wide-trail addition features 11 board-

walks over wetland areas that provide opportunities to spot birds and other wildlife, including deer. In addition, thousands of native plants and shrubs will be planted along the restored stream corridor.

“The Fanno Creek Trail is already very popular, and we expect it to be even more popular now that this new segment is finished,” said Hal Bergsma, the park district’s director of planning. “Until now, when trail users came to the missing link, they had to figure out on their own how to reconnect with the trail. Now, their path is mostly uninterrupted.”

Electronic sensors show 70,000 to 80,000 people use the trail’s north segment each year, while 120,000 users pass through the trail’s south end tunnel at Scholls Ferry Road,

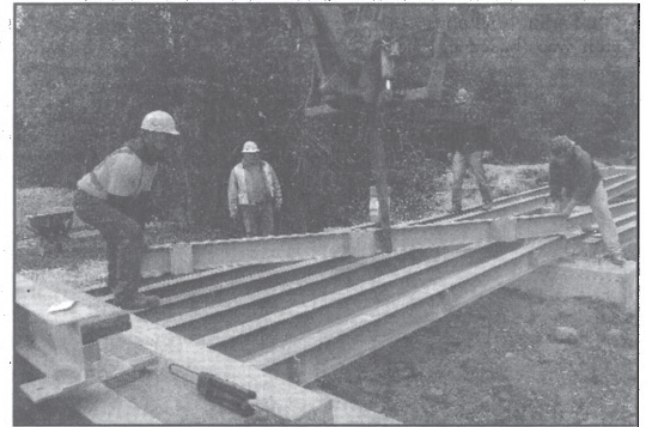
said THPRD project manager Brad Hauschild, who expects those numbers to increase now that the new segment is open.

One small section of the new trail, near the city of Beaverton operations facility and Scholls Ferry Road, is temporarily unpaved. However, the compacted gravel segment is open for the public to use. It was left unpaved until Washington

County can complete plans for a future bridge replacement/road-widening project.

The park district will work with the city and Washington County to coordinate completion of the trail section. The project, which includes a bridge replacement and road widening, is scheduled for completion this summer.

For more information, visit [thprd.org](http://thprd.org) or call 503-645-6433.



SUBMITTED PHOTO / BOB WAYT

**WORK** — Brown Construction workers install an I-beam for a bridge across a creek behind school district property.

**OregonLive.com**

Everything Oregon

## New Fanno Creek Trail segment now open

Published: Wednesday, January 04, 2012, 4:31 PM Updated: Thursday, January 05, 2012, 7:01 AM

**THPRD**

By

A "missing link" in the popular Fanno Creek Regional Trail has been completed and is now open to bicyclists, joggers and walkers.

The Tualatin Hills Park & Recreation District **finished the half-mile segment** this week. It extends from the intersection of Scholls Ferry Road and Allen Blvd to the end of 105th Court (near the intersection of Denney Road and Highway 217).

Funded by system development charges, the \$1.6 million project means users will be able to travel 4 ½ miles of largely continuous, paved trail between THPRD's Garden Home Recreation Center and Tigard's Englewood Park near Scholls Ferry Road.

"The Fanno Creek Trail is already very popular, and we expect it to be even more popular now that this new segment is finished," said Hal Bergsma, THPRD's director of Planning. "Until now, when trail users came to the missing link, they had to figure out on their own how to reconnect with the trail. Now, their path is mostly uninterrupted."

THPRD project manager Brad Hauschild said electronic sensors show that 70,000-80,000 people currently use the trail's north segment each year, while 120,000 users pass through the trail's south end tunnel at Scholls Ferry Road. He expects those numbers to increase now that the new segment is open.

The 10-foot-wide-trail addition features 11 boardwalks over wetland areas, offering users potential sightings of birds and other wildlife, including deer. In addition, thousands of native plants and shrubs will be planted along the restored stream corridor.

One small section of the new trail, near the City of Beaverton operations facility and Scholls Ferry Road, is temporarily unpaved. However, the compacted gravel segment is open to the public and usable. It was left unpaved until Washington County can complete plans for a future bridge replacement/road widening project. THPRD, the City of Beaverton and Washington County will work together to coordinate completion of the trail section with the bridge replacement/road widening, scheduled for this summer.

Formed in 1955, THPRD is the largest special park district in Oregon, spanning about 50 square miles and serving more than 200,000 residents in the greater Beaverton area. The district provides year-round recreational opportunities for people of all ages and abilities. Offerings include a wide variety of classes, 90 park sites with active recreational amenities, 60 miles of trails, eight swim centers, six recreation centers, and 1,400 acres of natural



# Fanno trail tree-cutting plan on hold

The Tualatin Hills district delays the proposal after residents blast officials for not seeking public input

By **DANA TIMS**  
THE OREGONIAN

**GARDEN HOME** — A plan to cut or prune scores of trees along a quarter-mile stretch of the Fanno Creek Trail has been put on hold after a deluge of complaints from outraged

neighbors.

Trail users, lighting up Tualatin Hills Park & Recreation District's phone and email lines, accuse the agency of backtracking on a 13-year-old pledge to seek community opinion before starting large-scale maintenance or construction programs.

"This whole thing just seems ludicrous," said area resident Bonnie Berneck, following the recent, unexplained appearance of orange dots spray-painted on 124 trees lining the popular trail between Southwest

92nd Avenue and Vista Brook Park. "No one has received a reasonable explanation of what the problem is they are trying to fix."

Cutting or even trimming the targeted trees, she and others say, will destroy the cooling canopy that makes the path so treasured.

"This trail is a very special place, all year round," said Laurie Williams, who was out for a drizzly stroll recently with Tucker, her 6-month-old golden retriever. "But especially in warm weather, if they took all these

trees out, this would be just another paved sunny trail."

If the spray-painted targets weren't alarming enough, more bells sounded when trail users earlier this month encountered tree-service employees in the area. The workers explained that the paint-dabbed trees were slated for removal and that park district officials asked them to prepare bids to do the work.

Soon after Berneck printed fliers and spent hours canvassing the quiet

Please see **TREES**, Page E2

## Trees

Continued from Page E1

residential neighborhoods around her house, park district officials appeared to backpedal. Emails to some residents read: "It appears we have taken a few steps inadvertently out of sequence."

Officials said considerable misinformation had been circulated in the community about the proposed project's scope and explained that contractors were surveying the trail merely to provide staff with an estimate of how much their tree-management work would cost for budget purposes.

But they also admitted to some bungling on the district's part by deploying the orange spray paint before explaining to the trail-using public what the marks were all about.

"That's a valid point," said Bruce Barbarasch, superintendent in charge of natural resources and trails management. "Staff put up notice within two days of the marks going up. They got a little ahead of themselves in that regard."

The project is officially on hold, he said. That's due, in part, to the need to consider the implications of a recent request by the Tualatin Valley Water District to run a new water line through the area.



DANA TIMS/THE OREGONIAN

Laurie Williams and her 6-month-old golden retriever, Tucker, pass trees spray-painted with orange dots during a recent walk along the Fanno Creek Trail in Garden Home.

The district also has proposed creating a trail advisory committee, which will give concerned residents a say in how work on the trail is carried out. That decision was announced earlier this week, when area residents used a public-comment period to address park district board members during their regular Monday night meeting.

However, Barbarasch and other district officials insist that nothing, beyond a preliminary in-house review of the scope of needed trail maintenance, would have proceeded without public notice and sufficient time for people to comment on the proposed work.

"We're only midstream through this," he said. "We're

going to do more evaluation and then make a recommendation for the public to take a look at."

An open house is tentatively scheduled for sometime in February, he said. Arborists, natural resource specialists and others will be available to answer questions from the public. A second open house, if needed, will be held after that.

At issue, from the district's standpoint, is the need to maintain the corridor in accordance with the district's master trails plan, approved in 2006. It specifies the need to maintain a vegetative "clear zone" extending two feet to either side of the 10-foot-wide trail and 10 feet vertically.

"Several of the trees in there are stone-cold dead," Barbarasch said. "You may not notice that as a walker, but an arborist would show you cracks and large, rotten pieces."

Berneck and others don't argue with the need to maintain the trail periodically. But they also point to an agreement worked out with the district in 1999, when parks officials wanted to pave portions of what was then a bark-chip trail.

When some neighbors vociferously objected, representatives from both sides got together, walked along the disputed section and devised a paving plan that satisfied all parties.

"Even the folks who had been adamantly opposed to it eventually came to embrace it," said longtime resident Nathalie Darcy, who participated in that effort.

Had the district this time talked with neighbors before unholstering the spray paint, she said, the controversy might have been avoided entirely.

"Most of us are generally pleased with what the district does, and we're certainly not trashing them," Darcy said. "We just want to be sure that whatever moves forward is what the parks district represented in 1999."

Dana Tims: 503-294-5199;  
dtims@oregonian.com;  
twitter.com/WashCoReporter



# Fanno Creek Trail fills missing link

A missing link in the popular Fanno Creek Regional Trail has been completed and is open to bicyclists, joggers and walkers.

The Tualatin Hills Park & Recreation District finished the half-mile segment last week. It extends from the intersection of Scholls Ferry Road and Allen Boulevard to the end of 105th Court (near the intersection of Denney Road and Oregon 217).

Funded by system development charges, the \$1.6 million project means users will be able to travel 4.5 miles of largely continuous, paved trail between the park district's Garden Home Recreation Center and Tigard's Englewood Park near Scholls Ferry Road.

"The Fanno Creek Trail is already very popular, and

we expect it to be even more popular now that this new segment is finished," said Hal Bergsma, park district director of planning. "Until now, when trail users came to the missing link, they had to figure out on their own how to reconnect with the trail. Now, their path is mostly uninterrupted."

Project manager Brad Hauschild said electronic sensors show that 70,000 to 80,000 people use the trail's north segment each year, while 120,000 users pass through the trail's south end tunnel at Scholls Ferry Road. He expects those numbers to increase now that the new segment is open.

The 10-foot-wide trail addition features 11 boardwalks over wetland areas, offering users potential

sightings of birds and other wildlife, including deer. In addition, thousands of native plants and shrubs will be planted along the restored stream corridor.

One small section of the new trail, near the Beaverton operations facility and Scholls Ferry Road, is temporarily unpaved. However, the compacted gravel segment is open to the public and usable. It was left unpaved until Washington County can complete plans for a future bridge replacement/road widening project.

The park district, Beaverton and Washington County will coordinate completion of the trail section with the bridge replacement/road widening, scheduled for this summer.

— *Tualatin Hills Park & Recreation District*

## Tennis magazine lauds park district

Tualatin Hills Park & Recreation District has been named by Racquet Sports Industry magazine as its first "Parks & Recreation Agency of the Year."

The January issue of the trade magazine lists the district as one of 20 award winners. Recognition was given to individuals, companies and organizations working to improve tennis as sport and business.

"We pride ourselves on being an organization that offers opportunities for everyone, especially those new to the sport," said Brian Leahy, Tualatin Hills Tennis Center supervisor.

For more details, including the list of award winners, log on at [www.racquetsportsindustry.com](http://www.racquetsportsindustry.com).

— *Roger Gregory, The Oregonian*



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## Tualatin Hills Park and Recreation District named agency of the year by Racquet Sports Industry magazine

Published: Monday, January 09, 2012, 12:34 PM Updated: Monday, January 09, 2012, 1:02 PM



By **Roger Gregory, The Oregonian**



**View full size**

Ross William Hamilton/The Oregonian

Stuart Tierney of Glencoe (left) consoles South Medford's Matt Pronesti, right after Tierney won 6-3, 6-2 at the 2011 OSAA State Tennis Championships finals in May at the Tualatin Hills Park & Recreation District. The district's tennis facilities have received recognition from Racquet Sports Industry magazine.

**Tualatin Hills Park & Recreation District** has been named by Racquet Sports Industry magazine as its first-ever "Parks & Recreation Agency of the Year" in its January 2012 issue.

The issue lists THPRD as one of 20 award winners. Recognition was given to individuals, companies and organizations working to improve tennis as sport and business.

"We pride ourselves on being an organization that offers opportunities for everyone, especially those new to the sport," said Brian Leahy, Tualatin Hills Tennis Center supervisor. "It's flattering to get national recognition for the work we put into introducing new players to tennis and nurturing their love of the sport."

The district has 111 courts at 36 locations in the greater Beaverton area that serve 180,000 players each year, according to THPRD officials.

For more details, including the list of award winners, log on at [www.racquetsportsindustry.com](http://www.racquetsportsindustry.com).

--**Roger Gregory**

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## THPRD feted by 'Racquet Sports'

Tualatin Hills Park and Recreation District was served high praise by *Racquet Sports Industry*, the world's largest tennis trade publication, by being named the inaugural winner of its "Parks and Recreation Agency of the Year" award.

The honor was one of 20 announced by the publication in its January 2012 "Champions of Tennis" issue, which honors the people, companies and organizations dedicated to improving the sport and business of tennis.

"When it comes to developing grassroots tennis programs and cultivating relationships with tennis organizations, it's hard to beat the Tualatin Hills Park and Recreation District," said Robin Bateman, a reporter with *Racquet Sports Industry*.

Ruth Turner, director of community tennis for the

U.S. Tennis Association's Pacific Northwest section also reportedly told the publication that THPRD "is our go-to organization for all of our programs."

"We pride ourselves on being an organization that offers opportunities for everyone, especially those new to the sport," said Brian Leahy, Tualatin Hills Tennis Center supervisor. "It's flattering to get national recognition for the work we put into introducing new players to tennis and nurturing their love of the sport."

The Tualatin Hills Tennis Center provides opportunities for players of every age and ability to learn tennis. THPRD's 111 courts at 36 sites throughout the greater Beaverton area serve 180,000 players each year, and instructors teach an estimated 11,000 class hours annually.

## THPRD aces Agency of Year honor for champion tennis center, programs

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# THPRD Board has six seats to fill

Applications are being accepted through Feb. 17 for six positions on the Tualatin Hills Park and Recreation District's Parks Bond Citizen Oversight Committee.

The committee's purpose is to ensure that the Park District meets the objectives of its voter-approved \$100 million bond measure and uses the funds as planned. Members serve two-year terms and may be reappointed for two additional terms.

The committee has a capacity of 12 positions and meets four times per year. Meetings are usually held at 6 p.m. on Thursdays and last about two hours. Members focus on delivery of the overall bond measure obligations, not specific projects or activities.

Those with interest in a committee position may obtain an application at THPRD's Administration Office, 15707 SW Walker Road, Beaverton, or online at [www.thprd.org](http://www.thprd.org). They can also request an application by calling 503-645-6433. Applicants must live within THPRD boundaries.

The THPRD Board of Directors will review applications and consider making initial appointments at their March 5 meeting. Due to the complexities of bond implementation and the significant dollar amount associated with the measure, THPRD wel-

comes applications from professionals in real estate, finance, auditing, public budgeting, banking, general business and law. However, any district resident is eligible to apply.

The committee, which was formed in 2009, reports on overall progress in meeting objectives and has the opportunity to recommend improvements in efficiency, administration or performance. The committee recently completed its second annual report. The committee's first and second annual reports can be found at [www.thprd.org](http://www.thprd.org).

Parks Bond Measure 34-156 was approved in November 2008 by voters within the Tualatin Hills district. The measure provides funds for land acquisition and dozens of improvement projects focused on parks, trails, natural area preservation, athletic fields, expansions of the Elsie Stuhr Center and the Conestoga Recreation and Aquatic Center, and replacement and rehabilitation of aging facilities.

Formed in 1955, THPRD is the largest special park district in Oregon, spanning about 50 square miles and serving more than 220,000 residents in the greater Beaverton area. The district provides year-round recreational and educational opportunities for people of all ages and abilities.

## THPRD plans open house for 'Nature Kids' preschool program

Parents wanting to get their children involved in nature at an early age are invited to a Tualatin Hills Park and Recreation District preschool open house on Jan. 26.

The event will run from 4 to 6:30 p.m. at the Tualatin Hills Nature Park Interpretive Center, 15655 SW Millikan Way, Beaverton. Parents will be able to learn about the district's variety of "Nature Kids" preschool programs, ask questions and register. They are encouraged to bring their children to meet the teachers.

Nature Kids is a nine-month preschool program that provides nature-based learning for children 3 to 5 years old. THPRD provides half-day morning and afternoon programs in a consistent setting for preschool children to de-

velop social, communication and motor skills.

"We offer a wide variety of preschool programs from Knee-High Naturalists guided hikes to individual nature classes, a nine-month preschool program, and preschool camps all summer long," said Karen Munday, program coordinator at the Nature Park Interpretive Center.

"We focus on getting kids outside and exploring nature in all of our programs."

Developmentally appropriate activities are introduced throughout the year in a curriculum structure. Children make new friends and have the opportunity to grow with the help of caring teachers and supportive parents in a safe yet active natural environment.

THPRD even offers one-day classes for children just starting off in a school setting as well as camps during winter, spring and summer break.

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

Formed in 1955, THPRD is the largest special park district in Oregon, spanning about 50 square miles and serving more than 220,000 residents in the greater Beaverton area.



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Everything Oregon

## Champions Too project hopes to build Beaverton-area field for disabled athletes

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**Dominique Fong, The Oregonian**

By



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Tualatin Hills Park Foundation

The Tualatin Hills Park Foundation wants to construct a field through the Champions Too project specifically for athletes with physical or developmental disabilities.

Two years into the search for a Beaverton-area location that could become Oregon's first outdoor field designed for athletes with disabilities, Janet Allison is still waiting for the perfect site.

Most fields pose obstacles to kids and adults with physical or developmental disabilities, said Allison, chairwoman of the **Tualatin Hills Park Foundation**. Dugouts are too narrow and shallow for wheelchairs. There aren't enough parking spaces for vehicles for the handicapped. Bases are too high above the ground, creating barriers for wheelchairs, crutches and walkers.

The foundation created the Champions Too project in 2009 to build a more accessible field, Allison said.

The project has simmered on the back burner while the **Tualatin Hills Park & Recreation District** looked for appropriate land to redevelop or buy using money from a \$100 million bond measure passed in 2008.

Once property is secured, Allison said, the foundation would pay for all improvements to upgrade the field to the standards of the **Miracle League Association**, a national nonprofit that builds accessible fields.

Because there's no confirmed location, no designs have been drafted and a cost estimate of the project is not available, Allison said.

The future site could become Oregon's first field custom-designed for athletes with disabilities.

The foundation hopes to model the field after ones built by the Miracle League Association. The organization has constructed fields in 40 states, but none in Oregon, according to Stephanie Davis, the association's program director.

The **Columbia River Miracle League**, a local affiliate of the nonprofit, is trying to raise \$1.3 million for a field in Vancouver.

The Tualatin Hills park district and foundation have specific criteria for the proposed Champions Too field. The site should be near a bus line for public transportation, use synthetic turf, include deeper dugouts and have enough handicapped parking, among other points.

The two groups had considered Cedar Hills Park as a possible site, Allison said, but it had problems, including no safe crossing on Cedar Hills Boulevard and not enough room for handicapped parking spaces.

The Champions Too field primarily would be used for baseball, but it could also be used for lacrosse, soccer, football and other sports. Adults and kids with disabilities would have year-round priority scheduling on the field, Allison said. When they're not using it, other teams could schedule the field.

When Allison first imagined such a field, she visited two baseball games organized by the **Challenger division of Little League District 4** at Sunset Park in Cedar Mill. She watched as able-bodied Little Leaguers cheered and helped their peers with disabilities from the Challenger program bat, run and slide into home plate.

"These kids just blew me away," Allison said. "I was totally hooked."

Such a field would also help develop better understanding among young athletes, supporters say.

"It really helps get over the prejudice and the stigmas," said Lynda Myers, executive director of the foundation. "If you can foster that kind of education in young people, that's huge."

-- **Dominique Fong**

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Everything Oregon

## Portland Timbers' new practice facility nears completion

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By **Geoffrey C. Arnold, The Oregonian**



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J. Craig Thorpe/D.A. Hogan

An architect's rendering of what the Timbers' training center will look like when completed.

Soon, the **Portland Timbers** will train in a new facility.

When training camp starts Monday, the Timbers will practice at Jeld-Wen Field.

But later in the spring, the Timbers will begin full training in their new practice facility in Beaverton. Construction of the facility is nearing completion and when the final pieces are in place, the players will train in what team officials say will be one of the best facilities in Major League Soccer.

"This is one of the nicer training facilities in the league and will set us apart a bit," said Merritt

Paulson, owner of the Timbers. "Some teams have great training facilities and I'd put (ours) in the top group."

Paulson said workers are putting the finishing touches on the \$4.2 million, 6000-square foot facility and it is expected to be completely finished about a year after the Timbers played their first MLS game in the renovated Jeld-Wen Field.

"We will be using the facility in April," Paulson said.

The training facility is part of a larger construction project the Timbers are partnering with the Tualatin Hills Park and Recreation District (THPRD).

"We're coming right along," said Doug Menke, THPRD general manager. "We've only had a few minor slips on the schedule to my knowledge. But those haven't impacted the end dates."

A peek inside one area of the facility reveals new carpeting and painted walls, along with recently poured concrete sidewalks and a nearly complete parking lot with lighted utility poles outside.

The Timbers hope a new practice facility will be a major factor in luring new players to Portland.

"It's another part of us becoming one of the best organizations in MLS and keeping our players happy," said Gavin Wilkinson, Timbers general manager. "And it will make us attractive to players who we want to come here. It makes us a complete soccer club."

The facility will include a grass field for exclusive team use and an artificial turf field that will be available for public use through THPRD. The facility will also have a locker room, training areas and office space.

One area that won't be available when training camp opens is the soccer fields. The two large fields are unmistakable landmarks on the property, but one is covered with sand and the other is covered with gravel and rocks.

"They have gone back and forth on whether they're going to sod their field soon or wait a little bit," Menke said. "The question is whether at this time of year is it a little risky laying sod down this early in the winter. But that's their choice and they have experts working on that."

The Timbers say they need a grass field for training. Just four of the league's 19 teams (Portland, Seattle, New England, Vancouver) play on artificial turf, so growing accustomed to playing on natural grass will be important for the Timbers.

"We want to provide the best training facilities and part of that is having a top grass (field)," Paulson said. "Most of our games in the league are on grass. That was something that was a must-have for us."

The facility, located at 112th Avenue near Highway 217, is part of a 10-year partnership between the Timbers, the city of Beaverton, Tualatin Hills Park and Recreation District and Adidas.

The Timbers **announced construction of the facility in March 2011** and the original expectation was for the building to be completed in the summer of 2011. But Paulson said negotiations took longer than expected and quickly added that the construction is on schedule.

"Nothing's changed on the timeline," Paulson said. "We had hoped originally that it would be done by the end of the season. That was the hope. We had some delays related to the negotiation process, but we're on track with the construction."

-- **Geoffrey C. Arnold**; follow him on **Twitter**.

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# THPRD: connecting people, parks and nature

## Park District is the place for fun times this winter

by Bill Evans, THPRD

If you asked one simple question – “What is THPRD?” – the answers would be as diverse as the Park District’s 220,000-plus residents.

During winter term, for example, the district has activities for pregnant mothers, chocoholics, young nature lovers, and tiny tot tennis players. Adults actually *laugh* through one of the exercise classes at the Stuhr Center.

Read on for details about all of these activities, which represent just a sampling of everything THPRD offers.

For more information, or to register, view the winter/spring activities guide at [www.thprd.org](http://www.thprd.org) or pick up a printed copy at any THPRD center.

**Aloha Swim Center**  
18650 SW Kinnaman Road (Aloha)

**Pregnancy Fitness**  
Every Monday & Wednesday, 6:30 p.m.  
Every Tuesday & Thursday, 8:15 p.m.

Aloha’s pregnancy fitness program provides a fantastic low-impact workout to maintain fitness, reduce discomfort, alleviate stress and prepare the body for labor and delivery.

A water workout is a great way to avoid overheating, and participants are typically able to continue until baby arrives. In addition to a safe and refreshing workout, participants enjoy the social benefit of meeting other expectant mothers. Drop-in fee: \$4.25 (single visit). For more information, call 503/629-6311.

**Cooper Mountain Nature Park**  
18892 SW Kemmer Road  
(Beaverton)

**After-school Nature Club**  
Thursdays, 3:30-5:30 p.m.  
(Feb. 16-March 8)

Life after school has never been this cool for kids 7-10. Participants will explore the natural world and delve into a new topic each week, including coyotes, animals of the deep, geology and animal tracking. The first after-school club of its kind at THPRD, Nature Club provides first-rate supervision, outdoor hikes (weather permitting), educational curriculum, games, crafts and snacks. Your child will have plenty to discuss at the dinner table. Cost \$49 for all four (or \$13 per session). Information: 503/629-6350.

**Elsie Stuhr Center**  
5550 SW Hall Blvd. (Beaverton)

**Laughter Exercise**  
Mondays & Thursdays, 1:30-2:25 p.m.  
(Jan. 5 - March 22)

No joke, this class combines two essential skills that help ensure a long and healthy life.

Hasya (laughter) is a system for producing sustained laughter without relying on humor or jokes. This fun new exercise system cultivates child-like playfulness and joy, increases oxygen to the brain, and heightens body awareness. The simple concepts applied here provide benefits for the mind and body; even the shyest participants will discover the ease of laughing for no reason! Ages 55+. Cost \$79 (in-district), \$132. Information: 503/629-6342.

**Jenkins Estate**  
8005 SW Grabhorn Road (Aloha)  
**Chocolate Fantasy**  
February 10, 3-9 p.m.

Historic Jenkins Estate hosts a decadent evening in celebration of February’s favorite confection. Stroll through the Main House and Stable to sample the wares of 27 chocolatiers. Also, enjoy Washington County wine pairings, espresso, baked delights and shop for delicious Valentine’s Day gifts for that special someone ... or treat yourself. For guests 2 and older. Admission: \$5. Information: 503/629-6355.

**Tualatin Hills Tennis Center**  
15707 SW Walker Road (Beaverton)

**Little Champs, Tiny Tot Beginner**  
Mondays, 3:30-4 p.m.

This class, the first in the Tiny Tot series, is an introduction to tennis for 4- and 5-year-olds. Participants will spend time working on coordination and motor skills as well as



*Tiny tot tennis at the Tualatin Hills Tennis Center gives little ones (ages 4-5) the chance to try out the game and get comfortable with the equipment.*

hitting tennis balls. It is a chance for little ones to try out the game and get comfortable with the equipment. Upon successful completion, kids can graduate into an intermediate program for additional work on hand-to-eye coordination skills, more practice hitting and an introduction to basic skills. Cost \$16 (3 classes). Information: 503/629-6331. ■





## Why Laughter Exercise? by Laura Lou Pape-McCarthy, CLYL

Finding a variety of fun activities that provide fitness benefits is often what keeps long-term exercisers coming back for a lifetime. Laura Lou Pape-McCarthy is a fitness professional specializing in older adult fitness with an unusual way of combining fun and fitness. From the physical disciplines of circus clowning and physical comedy/mask performance she presents a different way to move mindfully, a way to be in the moment, a way to engage in exercising that includes active appreciation of the moment. When you're laughing

you aren't really able to think about intellectual concerns :) You can get your intellect out of the way of your enjoyment in being physical.

There is a question, in some circles, that laughter is effective exercise for physical fitness. I am sure, from the evidence of my own personal experience: from extensive professional acrobatic training and from formal academic studies in Fitness and Gerontology (the study of aging) that Laughter is exercise... the intensity of laughter can be carefully paced through an exercise system like Laughter Yoga. ■

making it possible to:

- maintain a specific heart rate range for a set amount of time, fulfilling the requirements for cardiovascular conditioning.
- complete sufficient "sets" of repetitive percussive contractions of the following muscles for endurance training of the respiratory system: the diaphragm, the upper third (or so) fibers of the rectus abdominus(-belly), the transversus abdominus(sides of the torso), the external obliques (love handles), the serratus anterior(muscles attached to the ribs), the external & internal intercostals (muscles attached to the ribs), and the erector spinae along the thoracic vertebra.
- complete sufficient sets of percussive contractions to achieve strength and endurance training for the diaphragm and all the "core" musculature.

In addition to vocalizing and laughing there is also whole body movement. Walking lunges and other callisthenic exercise

with a laugh on the exhale during the exertion step of the exercise brings a fresh awareness of those old favorites. Laura Lou carefully blends deep breathing exercises in with the more vigorous exercises for a safe and easily modifiable workout.

Many have recognized the value of a "good attitude" for any training program. A laughter practice actually supports our ability to feel good about ourselves. Positive affirmation, shared laughter, acceptance of spontaneous expressions of joy and playfulness all strengthen our ability to accept limitations as hurdles to overcome!

Research is showing that the benefits of aerobic exercise are cumulative throughout each day so every laugh counts, every step counts, every time you do a little happy dance it counts! Move enough to raise the heart rate slightly for a few minutes, add some light stretching, and you are on your way to creating a healthy lifestyle that will sustain you throughout your life.

"Deep breathing techniques increase oxygen to the cells and are the most important fac-

tors in living a disease-free and energetic life. When cells get enough oxygen, cancer will not and cannot occur." – Dr. Otto Warburg, President of the Institute of Cell Physiology, Nobel Prize Winner (Dr. Warburg is the only person to ever win the Nobel Prize for Medicine twice and was nominated for a third).

There is also neurological research currently underway with the latest whippy-doo MRI machines that prove connections between specific brain chemicals and specific emotions which have corresponding reactions throughout the body's various systems, affecting everything from eye dilation to the production of adrenaline ... the body and the mind are connected; we need to start exercising the "whole athlete", not just the body they walk around in. ■

**For more information, call:  
503-629-6342**