

## Budget Committee Application

### Introduction

The THPRD Board of Directors is seeking two individuals for appointment to the district's Budget Committee. These appointments are for a term of three fiscal years, ending June 30, 2021. All district committee members are required to pass a background check prior to appointment on a district committee.

### Mission Statement

The mission of the Tualatin Hills Park & Recreation District is to provide high-quality park and recreation facilities, programs, services, and natural areas that meet the needs of the diverse communities it serves.

### Purpose of Budget Committee

The THPRD Budget Committee is responsible for providing public oversight of budget preparations, recommending changes to the proposed budget, and supplying information to the public about district business and operations.

### Composition of the Committee

The Budget Committee is comprised of ten members: five drawn from the Board of Directors and five drawn from the general public.

### Meetings

The Budget Committee meets at least three times per year to: (1) review the current year budget and operating results to date, (2) discuss the proposed budget for the upcoming year, and (3) approve the budget to be considered for adoption by the Board of Directors. Other meetings may be scheduled as the committee deems necessary to carry out the designated responsibilities of the committee. All committee meetings are subject to state and local open meetings laws and regulations.

### Responsibilities of the Budget Committee

The primary responsibilities of the Budget Committee consist of:

- Review of the current year financial results as compared to the current budget: The committee will meet with district staff to review the current year goal outcomes, budget, capital outlay, system development charge program, and bond capital project fund.
- Discuss the proposed budget for the upcoming year: The committee will meet with district staff to discuss any key changes in the proposed budget, highlights of the proposed budget, review business plans, goal outcomes and key initiatives.
- Approval of the budget for the upcoming year: A final meeting will be conducted with the committee and district staff to approve the budget for the upcoming year, for submission to the Board of Directors for final adoption.

### Application Process

If you are interested in being considered by the THPRD Board of Directors for appointment to the Budget Committee, please complete the following application. ***Applications must be received by 5 pm on Friday, November 16, 2018.***

**Applications can be submitted by email, mail or hand-delivered to:**

Attn: Jessica Collins, Executive Assistant  
Tualatin Hills Park & Recreation District  
15707 SW Walker Road, Beaverton, OR 97006  
jcollins@thprd.org

## Budget Committee Application

First/Last Name: \_\_\_\_\_ Today's Date (mm/dd/yy): \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Please answer the following questions.**

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

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

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

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

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

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

## Demographic Survey (optional)

In order to best serve the region's communities as broadly as possible, the Tualatin Hills Park & Recreation District hopes to understand who our programs currently serve. Any information you provide is helpful.

Occupation: \_\_\_\_\_

### What best describes your ethnicity? (Select all that apply)

- |  |  |  |
|--|--|--|
| <input type="radio"/> American Indian/Alaskan Native | <input type="radio"/> Asian                        | <input type="radio"/> Black/African American                 |
| <input type="radio"/> Latino/Hispanic                | <input type="radio"/> Middle Eastern/North African | <input type="radio"/> Native Hawaiian/other Pacific Islander |
| <input type="radio"/> Slavic                         | <input type="radio"/> White                        | <input type="radio"/> Other: _____                           |

### What language is most spoken in your home?

- |                                 |                                 |                                  |                                    |
|---------------------------------|---------------------------------|----------------------------------|------------------------------------|
| <input type="radio"/> Cantonese | <input type="radio"/> English   | <input type="radio"/> French     | <input type="radio"/> German       |
| <input type="radio"/> Korean    | <input type="radio"/> Mandarin  | <input type="radio"/> Russian    | <input type="radio"/> Somali       |
| <input type="radio"/> Spanish   | <input type="radio"/> Ukrainian | <input type="radio"/> Vietnamese | <input type="radio"/> Other: _____ |

### What is your age?

- |                                 |                                 |                                 |                               |
|---------------------------------|---------------------------------|---------------------------------|-------------------------------|
| <input type="radio"/> 18-29 yrs | <input type="radio"/> 30-45 yrs | <input type="radio"/> 46-65 yrs | <input type="radio"/> 66+ yrs |
|---------------------------------|---------------------------------|---------------------------------|-------------------------------|