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# TUALATIN HILLS PARK & RECREATION DISTRICT

## Board of Directors Regular Meeting

February 4, 2008

6:30 p.m. Executive Session; 7:00 p.m. Regular Meeting

Elsie Stuhr Center, Manzanita Room

5550 SW Hall Blvd., Beaverton

### AGENDA

- 6:30 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. Presentations
  - A. Cedar Hills Recreation Center Advisory Committee
  - B. Amateur Softball Association Oregon Recognition
  - C. Affiliated Groups – Youth Softball
- 7:40 PM 5. Audience Time\*\*
- 7:45 PM 6. Consent Agenda\*\*\*
  - A. Approve: Minutes of January 14, 2008 Regular Meeting
  - B. Approve: Monthly Bills
  - C. Approve: Monthly Financial Statement
  - D. Appoint: Cedar Hills Recreation Center Advisory Committee & Jenkins Estate Advisory Committee Members
  - E. Approve: Board of Directors Stipend & Reimbursement for Expenses Policy - Proposed Revisions
  - F. Approve: Transportation Enhancement Grant Application
  - G. Approve: Land & Water Conservation Fund Grant Application
- 7:50 PM 7. Unfinished Business
  - A. Adopt: FY 2008-09 Park District Goals & Objectives
  - B. Update: Future Funding Measure Polling Results
  - C. Information: General Manager's Report
- 9:00 PM 8. New Business
  - A. Approve: Park District Staff Reorganization
  - B. Review: Gramor Development SDC Credit Project at Progress Lake Park
- 9:30 PM 9. Board Time
- 9:40 PM 10. Adjourn

**\*Executive Session:** Executive Sessions are permitted under the authority of ORS 192.660. Copies of the statute are available at the offices of Tualatin Hills Park and Recreation District. **\*\*Audience Time:** If you wish to be heard on an item not on the agenda you may be heard under Audience Time with a 3-minute time limit. If you wish to speak on an agenda item, please wait until it is before the Board. Note: Agenda items may not be considered in the order listed.

**\*\*\*Consent Agenda:** 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 American 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 two business days prior to the meeting.

### ADMINISTRATION OFFICE

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# **TUALATIN HILLS PARK & RECREATION DISTRICT**



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## **MEMO**

**DATE:** January 29, 2008  
**TO:** The Board of Directors  
**FROM:** Doug Menke, General Manager

**RE:** **Information Regarding the February 4, 2008 Board of Directors Meeting**

### **Agenda Item #4 –Presentations**

#### **A. Cedar Hills Recreation Center Advisory Committee**

Attached please find a memo from Jim McElhinny, Director of Park and Recreational Services, reporting that Aimee Lobo-Berg, Cedar Hills Recreation Center Advisory Committee member, will be in attendance at your meeting to present highlights of the Advisory Committee's activities during the past year as well as plans for the upcoming year.

#### **B. Amateur Softball Association Oregon Recognition**

Attached please find a memo from Jim McElhinny, Director of Park and Recreational Services, reporting that Rebecca Dawson, Amateur Softball Association (ASA) Oregon, will be in attendance at your meeting to recognize the Park District for its support of ASA softball events.

#### **C. Affiliated Groups – Youth Softball**

Attached please find a memo from Jim McElhinny, Director of Park and Recreational Services, reporting that Jim Marron, Unified Fields Steering Committee Youth Softball Representative, will be at your meeting to present an overview of the local Affiliated Youth Softball Associations.

### **Agenda Item #6 – Consent Agenda**

Attached please find Consent Agenda items #6A-G for your review and approval.

- Action Requested: Approve Consent Agenda Items #6A-G as submitted:**
- A. Approve: Minutes of January 14, 2008 Regular Meeting**
  - B. Approve: Monthly Bills**
  - C. Approve: Monthly Financial Statement**
  - D. Appoint: Cedar Hills Recreation Center Advisory Committee & Jenkins Estate Advisory Committee Members**
  - E. Approve: Board of Directors Stipend & Reimbursement for Expenses Policy – Proposed Revisions**
  - F. Approve: Transportation Enhancement Grant Application**
  - G. Approve: Land & Water Conservation Fund Grant Application**

### **Agenda Item #7 – Unfinished Business**

#### **A. FY 2008-09 Park District Goals & Objectives**

Attached please find a memo from myself reporting that staff is returning to the Board of Directors with the proposed FY 2008-09 Park District Goals & Objectives, which have been updated to reflect the Board's discussion at the January 14, 2008 Regular Board Meeting.

**Action Requested:** Board of Directors adoption of the FY 2008-09 Goals & Objectives as presented.

**B. Future Funding Measure Polling Results**

Attached please find a memo from myself reporting that Josh Alpert, Northwest Conservation Services Director for The Trust for Public Land (TPL), will be at your meeting to present the results of the future funding measure polling conducted in mid-January.

**Action Requested:** No formal action requested. As approved by the Board of Directors at the December 10, 2007 Regular Board meeting, a public outreach program has been developed and is ready to be put into action once the polling results have been reviewed by the Board of Directors and the consensus is to move forward with the public outreach program.

**C. General Manager's Report**

Attached please find the General Manager's Report for the February 4, 2008 Regular Board Meeting.

**Agenda Item #8 – New Business**

**A. Park District Staff Reorganization**

Attached please find a memo from myself regarding a proposed Park District staff reorganization, including the addition of a new Director of Planning. I will be at your meeting to provide an overview of the memo and to answer any questions the Board of Directors may have.

**Action Requested:** Board of Directors approval of the reorganization plan as presented and budgetary approval to make the following personnel adjustment within the Fiscal Year 2007-08 Budget: Addition of a Director of Planning position and to begin the recruitment process immediately.

**B. Gramor Development SDC Credit Project at Progress Lake**

Attached please find a memo from Steve Gulgren, Superintendent of Planning & Development, regarding a proposed SDC credit project that would provide additional site improvements at Progress Lake Park. Representatives from Gramor Development will be in attendance at your meeting to provide an overview of the proposal and to answer any questions the Board of Directors may have.

**Action Requested:** Board of Directors approval for the following:

- 1. Preliminary Board approval of the proposed SDC credit project and direct staff to prepare a letter to the City of Beaverton authorizing the inclusion of these improvements in Gramor's February Land Use Application.**
- 2. Authorization for staff to continue negotiating the SDC project proposal that includes the improvements as described above. Gramor Development will make a second presentation to the Board in the near future and will seek final Board approval of the proposed SDC credit project.**

**Other Packet Enclosures**

- Management Report to the Board
- Monthly Capital Report
- System Development Charge Report
- Advisory Committee Minutes
- Newspaper Articles

# TUALATIN HILLS PARK & RECREATION DISTRICT

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[4A]

## MEMO

**DATE:** January 22, 2008  
**TO:** Doug Menke, General Manager  
**FROM:** Jim McElhinny, Director of Park & Recreational Services

**RE:** Cedar Hills Recreation Center Advisory Committee

The Cedar Hills Recreation Center Advisory Committee will be in attendance at the February 4, 2008 Regular Board of Directors Meeting to make their annual presentation to the Board. Aimee Lobo-Berg, Committee member, will highlight the activities of the Committee during the past year as well as their goals and objectives for the coming year.

Please find attached the current Cedar Hills Recreation Center Advisory Committee roster.





## Tualatin Hills Park & Recreation District CEDAR HILLS RECREATION CENTER ADVISORY COMMITTEE ROSTER

Last Updated: January 25, 2008

<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>
Mary Hatori		December 2006					February 2008
Mildred Hoelscher		November 2002					February 2009
Paul Chastain Chair		June 2003					November 2007
Aimee Lobo-Berg		November 2003					January 2007
Phillip Rifenburg		April 2007					May 2009
Zorahgail Balino		September 07					September 2009
<i>Ex-Officio Member</i>	<i>Representing</i>		<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>Email</i>	<i>Term Expires</i>
Eric Owens Superintendent of Recreation	Staff THPRD		15707 SW Walker Road Beaverton, OR 97006	503-645-6433	503-629-6301	cowens@thprd.com	N/A
Debbie Schoen Center Supervisor	Staff THPRD		11640 SW Park Way Portland, OR 97225	503-629-6340	503-629-6345	dschoen@thprd.com	N/A

# TUALATIN HILLS PARK & RECREATION DISTRICT

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[4B]

## MEMO

**DATE:** January 28, 2008  
**TO:** Doug Menke, General Manager  
**FROM:** Jim McElhinny, Director of Park & Recreational Services

**RE:** Amateur Softball Association Oregon Recognition

Rebecca Dawson, Amateur Softball Association (ASA) Oregon, will be present at the February 4, 2008 Regular Board of Directors meeting to recognize the Park District for its support of ASA softball events. ASA Oregon recently received the James Farrell ASA Award of Excellence, which recognizes State associations for outstanding ASA softball events.

# TUALATIN HILLS PARK & RECREATION DISTRICT

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[4C]

## MEMO

**DATE:** January 24, 2008  
**TO:** Doug Menke, General Manager  
**FROM:** Jim McElhinny, Director of Park & Recreational Services

**RE:** **Affiliated Groups –Youth Softball**

Jim Marron, Unified Fields Steering Committee Youth Softball Representative, will be in attendance at the February 4, 2008 Regular Board of Directors Meeting to present an overview of the local Affiliated Youth Softball Associations. Also in attendance will be representatives from the local Affiliated Little League Associations, Junior Baseball/Softball Organizations and Amateur Softball Association (ASA) Oregon to answer questions.



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

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A Regular Meeting of the Tualatin Hills Park and Recreation District Board of Directors was held at the HMT Recreation Complex, Peg Ogilbee Dryland Training Center, 15707 SW Walker Road, Beaverton, on Monday, January 14, 2008. Executive Session 6:30 p.m.; Regular Meeting 7:00 p.m.

Present:

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

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

President, Joe Blowers, called Executive Session to order for the following purposes:

- To consider information or records that are exempt by law from public inspection,
- To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed, and
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

The Executive Session is held pursuant to ORS 192.660(2), which allows the Board to meet in Executive Session to discuss the aforementioned legal and land issues.

President, Joe Blowers, noted that representatives of the news media and designated staff may attend the Executive Session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to disclose information discussed during the Executive Session. No final action or final decision may be made in Executive Session. At the end of the 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, Joe Blowers, called the Regular Meeting to order at 7:05 p.m.

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

**Bill Kanable moved the Board of Directors approve public funding for the purchase of a parcel in the southeast quadrant and authorize the General Manager and staff to execute the acquisition of the property. Larry Pelatt seconded the motion. Roll call proceeded as follows:**

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

**The motion was UNANIMOUSLY APPROVED.**

**Bob Scott moved the Board of Directors approve the proposed lot line adjustment survey in the northeast quadrant and authorize staff to proceed with the lot line adjustment application with Washington County and upon completion of the lot line adjustment application, authorize staff to move forward with the selling of the residential parcel. Bill Kanable seconded the motion. Roll call proceeded as follows:**

**Larry Pelatt            Yes**  
**John Griffiths        Yes**  
**Bill Kanable          Yes**  
**Bob Scott             Yes**  
**Joe Blowers          Yes**

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #4 – Presentations**

**A.      Recognition of Roy Dancer**

President, Joe Blowers, provided a detailed overview of Roy Dancer’s support for the Tualatin Hills Park & Recreation District, as well as his extensive volunteerism throughout the Beaverton area. Roy passed away on Monday, January 7, 2008. Jack Franklin and Marv Doty, fellow Park District volunteers, are in attendance this evening on behalf of Roy Dancer’s family.

- ✓ Jack and Marv thanked the Board of Directors for the recognition of Roy Dancer, noting that he was an outstanding community leader.
- ✓ Washington County Commissioner, Dick Schouten, described his positive experiences with Roy as well.
- ✓ John Griffiths commented that Roy’s memorial service will be held January 19, 2008.

**B.      ORPA 2007 Legislative Advocacy Award – Jim McElhinny**

Doug Menke, General Manager, introduced Frank Jagodnik, Oregon Recreation & Park Association (ORPA) Executive Director, to present the 2007 Legislative Advocacy Award to Jim McElhinny, Director of Park & Recreational Services.

- ✓ Frank provided an overview of Jim’s work with ORPA’s Legislative Committee, including his current role as Chair of the Committee, and presented him with the 2007 ORPA Legislative Advocacy Award.

**C.      ORPA 2007 Design Award – PCC Rock Creek Recreation Facility**

Frank Jagodnik, Oregon Recreation & Park Association (ORPA) Executive Director, presented the 2007 Design Award in recognition of the Park District’s PCC Rock Creek Recreation Facility. Frank noted that the Design Award is presented to the best-designed public parks, recreation areas, athletic fields, urban malls or recreation buildings in the State of Oregon.

- ✓ Doug Menke, General Manager, thanked ORPA for the award and recognized Steve Gulgren, Superintendent of Planning & Development, Gery Keck, Senior Park Planner, and the project consultant, WH Pacific, for their efforts on the project.

**D.      Nature Park Advisory Committee Member Recognition – Vern Williams**

President, Joe Blowers, provided a detailed overview of Vern William’s work with the Nature Park Advisory Committee and other groups of the Park District, as well as his involvement with the acquisition of the property that became the Nature Park. Joe thanked Vern on behalf of the Board of Directors for his support of the Tualatin Hills Park & Recreation District.

- ✓ Vern thanked the Board of Directors for the recognition this evening, noting that the Park District is a valuable asset to the community.
- ✓ Marv Doty described his work with Vern on the Nature Park Advisory Committee.

**E. Affiliated Groups – Tualatin Hills Dive Club, Tualatin Hills Swim Club & Tualatin Hills Barracudas Master Swim Club**

Sharon Hoffmeister, Superintendent of Aquatics, introduced Joe Lyons, Head Coach of the Tualatin Hills Dive Club; Linck Bergen, Head Coach of the Tualatin Hills Swim Club; and Jeanne Teisher, President of the Tualatin Hills Barracudas Master Swim Club, to provide a presentation to the Board of Directors regarding the Park District's affiliated groups for swimming and diving.

Joe Lyons provided a detailed PowerPoint presentation regarding the Tualatin Hills Dive Club's organization, activities and goals for the future, and offered to answer any questions the Board may have. A copy of the PowerPoint presentation was entered into the record.

Larry Pelatt asked if most of the Dive Club's participants are in-District residents.

- ✓ Joe replied that he estimates approximately 80% of the participants are in-District.

Bob Scott asked Joe what his diving background is.

- ✓ Joe provided a detailed overview of his diving and professional background, including his recent move to Oregon from Arizona.

Linck Bergen provided a detailed PowerPoint presentation regarding the Tualatin Hills Swim Club's organization, activities and goals for the future, and offered to answer any questions the Board may have. A copy of the PowerPoint presentation was entered into the record.

Larry asked what the average cost is for Swim Club participants.

- ✓ Linck replied that participation cost varies depending on experience level, starting from \$25-\$30 per month for the introductory program, to \$125 per month for the highest level.

Larry asked if most of the Swim Club's participants are in-District residents.

- ✓ Linck replied that approximately 80% of the participants are in-District.

Jeanne Teisher, along with Jon Schieltz, Aquatics Advisory Committee member, provided a detailed PowerPoint presentation regarding the Tualatin Hills Barracudas Master Swim Club's organization, activities and goals for the future, and offered to answer any questions the Board may have. A copy of the PowerPoint presentation was entered into the record.

Larry commented on the Park District's limited pool space, noting that half of the Barracuda's participants are out-of-District residents.

Larry referenced Jon's comment regarding the 50-Meter Pool being too narrow to qualify for some competitions and asked how short it is.

- ✓ Jon replied less than one inch.

Bob asked what the average age is of a Barracuda's participant.

- ✓ Jeanne replied that there are 19 participants between the ages of 19 and 29; 14 between the ages of 30 and 39; 28 between the ages of 40 and 49; 27 between the ages of 50 and 59; 32 between the ages of 60 and 69; 13 between the ages of 70 and 79; and 5 between the ages of 80 and 89.

President, Joe Blowers, thanked the Clubs on behalf of the Board of Directors for the informative presentations.

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

*There was no testimony during audience time.*

#### **Agenda Item #6 – Consent Agenda**

**Bill Kanable moved the Board of Directors approve Consent Agenda items (A) Minutes of December 10, 2007 Regular Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Nature Park Advisory Committee Member, (E) Resolution for Annexation of Properties in Accordance with Washington County Ordinance 624 and ORS 198.857(2), (F) Conservation Easement for Westside Trail Project, and (G) Novice Skate Park Project.**

**Bob Scott seconded the motion. Roll call proceeded as follows:**

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

**The motion was UNANIMOUSLY APPROVED.**

#### **Agenda Item #7 – Unfinished Business**

##### **A. Budget Committee Members**

Doug Menke, General Manager, noted that the five applicants for the three vacant Budget Committee positions were interviewed by the Board of Directors during the December 10, 2007 Regular Board Meeting. Of the three positions available, two are three-year positions and one is a two-year position. He noted that after the interviews took place, the Board of Directors were asked to forward to him their individual rankings of the applicants for compilation into a combined ranking. The combined ranking has been provided to the Board of Directors via email and a copy of this email has been entered into the record.

President, Joe Blowers, opened the floor for Board of Directors discussion regarding the Budget Committee applicants.

Larry Pelatt expressed that, in his opinion, the combined ranking represents an accurate consensus of the Board of Directors and that he supports appointing the top three applicants.

- ✓ President, Joe Blowers, expressed agreement with Larry's comments.
- ✓ Bob Scott expressed agreement as well, noting that the term lengths match the top three applicants' preferences as well.

President, Joe Blowers, noted that the top three ranked applicants are Elisabeth Zeller, Ruth Rosimo, and Greg Cody and stated that he would entertain a motion.

**Bob Scott moved the Board of Directors appoint Greg Cody, Elisabeth Zeller and Ruth Rosimo to the Budget Committee to the terms that they preferred: Greg a three-year term, Elisabeth a three-year term, and Ruth a two-year term. Larry Pelatt seconded the motion.**

**Roll call proceeded as follows:**

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

**The motion was UNANIMOUSLY APPROVED.**

### **B. Public Awareness Program**

Bob Wayt, Director of Communications & Development, provided a brief overview of the memo included within the Board of Directors information packet and introduced Francine Raften of JD White, the consultant hired to measure community perceptions and awareness of the Park District, and to design a public awareness program.

Francine provided a detailed PowerPoint presentation of the Public Awareness Program developed by JD White and offered to answer any questions the Board of Directors may have. A copy of the PowerPoint presentation was entered into the record.

Bob Scott asked how the Park District will track the effectiveness of the proposed radio and bus ads. He noted that at his work, their customers tell them how they heard about them.

- ✓ Bob Wayt confirmed that this could be incorporated into the program, noting that the information would be valuable.
- ✓ Doug Menke, General Manager, noted that follow-up surveys will also be conducted.

Larry Pelatt commented on communication being identified by Park District staff as an area for improvement and asked why the proposed e-newsletter is being delayed for a year.

- ✓ Doug replied that it is critical that the intranet tool be advanced first, with the e-newsletter being a beneficial match to continue that progress. He described that the phased approach is also respecting the amount of funds being allocated into advanced budgets and understanding that it takes time to get the message out, and that the message is continually being reviewed and modified.
- ✓ Bob Wayt noted that, independent of JD White, Park District staff does have the opportunity to develop a similar feature now and is anticipating the release of an e-newsletter to Park District employees tomorrow.
- ✓ Francine noted that the e-newsletter will drive Park District staff to the intranet as well.

Bill Kanable expressed agreement with the proposed plan, noting that links to specific information can be sent to Park District staff electronically.

Larry expressed that his one concern with the Public Awareness Program is that it will work too well. He expressed concern with the Program resulting in even more crowded facilities, without additional property tax revenue to compensate for the increased usage, especially considering that program fees cover less than half of operational costs.

- ✓ Doug described that part of the discussion had as a Board and staff on the purpose of the Program is ensuring that the public is aware of all of the Park District's offerings, recognizing that not everyone gets involved. The Program could increase participation,



but at a minimum it would be nice to see the benchmark threshold of individuals who do not get directly involved acknowledging and appreciating the value of what the Park District does provide for those who choose to be more actively involved.

President, Joe Blowers, expressed agreement, noting that if such individuals are only active at the ballot box, it would be beneficial for them to have a positive perspective on the Park District.

- ✓ Bill stated that he does not feel the Park District should be afraid to promote itself in that one of the Park District's challenges is having a positive perception within the community, but not enough recognition of the value the Park District provides.

Larry replied that although he understands the Board members' comments, it is a double-edged sword in that the more the Park District promotes the facilities, the more crowded they become.

President, Joe Blowers, noted that over the past year, the Park District has talked about various messages it would like to get out to the public. As he reads the messaging section of the Public Awareness Program, it seems that some of the messages the focus groups have suggested have been distilled down to a single tagline to be used with various images of the Park District.

- ✓ Francine confirmed this, noting that an agency needs to have a singular tagline that can be reinforced again and again to the community with consistency.

Bill commented that the budget for the Program of \$50,000 a year is less than what he expected.

- ✓ Bob Wayt replied that more could be done with additional funds, but that the Park District will make the most efficient use of the funds available.

President, Joe Blowers, thanked Francine and Bob for the informative presentation, noting that the Public Awareness Program is an incredible step for the Park District and shows real progress.

### **C. 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:

- Connecting Green
- Future Funding Measure Public Outreach Program
- Board of Directors Meeting Schedule
- Fiscal Year 2008-09 Budget Process
- Board of Directors Event Calendar
  - *A copy of this calendar was entered into the record.*

Doug offered to answer any questions the Board of Directors may have regarding the General Manager's Report.

Larry Pelatt asked whether the February Board of Directors meeting should be delayed, considering that the future funding measure polling questions are still being finalized.

- ✓ Doug replied that The Trust for Public Land is confident that they will be able to provide the polling results at the February 4, 2008 Regular Board Meeting.

### **Agenda Item #8 – New Business**

#### **A. FY 2008-09 Park District Goals & Objectives Development**

Doug Menke, General Manager, provided a brief overview of the memo included within the Board of Directors information packet, noting that by using the Strategic Plan contained within the Park District's Comprehensive Plan, as well as items carried forward from the FY 2007-08

Goals & Objectives, staff has identified some priority objectives and actions steps for the FY 2008-09 Park District Goals & Objectives. These priorities are intended to serve as a starting point for the development of the Goals & Objectives by the Board of Directors.

Larry Pelatt referenced the following action step identified for Goal 2: “Update the 2005 Playing Fields Needs Assessment report” and requested an addition to that action step of “soliciting and incorporating input from the Athletic Center Advisory Committee and affected user groups”.

- ✓ Doug asked if it would be appropriate to designate the Unified Fields Steering Committee for this project.

Larry confirmed this.

Larry referenced the following objective identified for Goal 3: “Use the most cost-effective combination of Park District staff, volunteers, user groups, community groups, other jurisdictions and contractors to provide maintenance services.” He asked that an action step for this objective be developed regarding establishing a policy for in-kind contributions as discussed by the Board of Directors and various sports groups during the Fee Study meetings.

- ✓ Bill Kanable expressed agreement with Larry’s suggestion, noting that some sports groups would rather collect the funds that would go toward paying their field use fees and spend it on in-kind work. He stated that the Park District will need to be very specific before accepting in-kind projects and that there must be coordination on those projects with the Park District.
- ✓ Doug noted that the Unified Fields Steering Committee could be utilized for this as well to ensure that the groups understand the guidelines and criteria as they are developed.

Larry stated that he would like to see this effort coordinated more with staff than the Unified Fields Steering Committee, noting that the Committee should not have the authority to approve in-kind projects, but only to submit them to Park District staff for approval.

- ✓ Bill expressed agreement, noting that acceptable in-kind projects should improve the Park District as a whole and provide a benefit to multiple user groups.

Bill referenced the following action step identified for Goal 1: “Complete a Signage Master Plan for the District to ensure a consistent look, content, and function of signage for all District facilities.” He noted that the Public Awareness Program discussed this evening should be taken into account as well when addressing this action step.

- ✓ Doug confirmed that the Program will be tied-in where possible.
- ✓ Steve Gulgren, Superintendent of Planning & Development, noted that the Signage Master Plan had been on-hold until the development of the Public Awareness Program was complete for that reason.

Larry noted that although he agrees with the overall goal of the Signage Master Plan, he is unsure of where it will fall in priorities, but he does agree that it is important to have consistent and more signage.

President, Joe Blowers, referenced the following objective identified for Goal 5: “Close gaps in regional trails by completing missing segments and connect regionally significant trails with local trails to ensure local access and connectivity.” He asked that an action step for this objective be developed regarding investigating on-street markings to ease navigation in between completed trail segments. He referenced a section of the Public Awareness Program that described a downloadable map and asked whether that map could also include directions on getting from one segment to the next, noting that it would help the trails to be used as a system.

- ✓ Doug confirmed that such an action step would be developed.

Larry asked if Park District staff has talked to the City of Beaverton about on-street markings.

- ✓ Steve confirmed this, noting that it has been a topic of the Trails Advisory Committee's meetings and that the Committee is exploring options. It will be an important component of the Signage Master Plan as well.
- ✓ Keith Hobson, Director of Business Services, commented that it will be important to take safety into consideration when directing trail traffic onto particular roadways.

Larry referenced the following action step identified for Goal 7: "Review Advisory Committee structure to determine if there are gaps in coverage, and ensure proportional representation. Evaluate how general (passive) users, youth, and other less represented Park District user groups might be further represented in the Advisory Committee or other formats." Larry suggested replacing the word *further* with *better*.

Hearing no further comments, Doug Menke, General Manager, noted that the requested changes would be brought back to the Board of Directors for consideration at the February 4, 2008 Regular Board meeting.

## **B. Land Inventory Report**

Steve Gulgren, Superintendent of Planning & Development, provided a brief overview of the memo included within the Board of Directors information packet, noting that he is before the Board of Directors this evening to make a presentation regarding Park District properties that are potentially available for future development.

Steve provided a detailed overview of the various Park District properties available for future development via a PowerPoint presentation of the aerial maps included within the Board of Directors information packet and offered to answer any questions the Board may have.

Larry Pelatt commented on the structures located on Barsotti Property and noted that the property itself could accommodate a sports field nicely due to the flat surface.

John Griffiths referenced the land southeast of Morrison Woods Park and asked for the status.

- ✓ Steve replied that the land is being developed. He has had initial discussions with the developer regarding an SDC credit project, but nothing has materialized. He noted that the property offers mainly natural area with a potential opportunity for light development.

Bill Kanable noted that access to the site would be limited to the surrounding community.

- ✓ Doug Menke, General Manager, noted that the site could serve nicely as a neighborhood park with some trail improvements and play equipment.

Joe Blowers asked if there is a ravine nearby that would limit access from the east.

- ✓ Bruce Barbarasch, Superintendent of Natural Resources & Trails Management, provided an overview of the property, noting that there is a stream and slope that runs through it.

Joe noted it would be difficult for someone coming from the east to access the play equipment.

- ✓ Bruce described some land adjacent to the park, noting that a trail could be constructed offering access from the east if the Park District acquired that land.

Larry asked for clarification regarding the development proposed for the Winkleman property.

- ✓ Steve replied that the donation agreement for the property has a five-year time limit to allow for limited access to the park, which could include a small, gravel parking lot.

- ✓ Doug noted that it would be a light conceptual plan for the site and that funding will be requested in the upcoming budget. Further development of the property could be considered as a bond measure project.

Larry asked if the development will trigger any road improvement requirements by Washington County.

- ✓ Steve replied that he has had an initial conversation with Washington County and does not believe it will trigger any such requirements.

Doug provided a brief update regarding access to the Mt. Williams property.

John noted that he believes the Park District is under-developing Lowami Hart Woods Park.

- ✓ Larry commented that he believes it is still the neighborhood consensus to keep access to the site limited.

John noted that he believes the Board of Directors should look at the property again to see how it can provide greater benefit for the entire community.

- ✓ Larry described the strong sentiment from the neighborhood regarding the property, noting that bringing it forward for discussion again could cause some push back from the neighborhood and that the Board just needs to be aware of that.

John noted that the Park District has a string of natural areas with the idea to get people to use and enjoy them so that the public can take care of and treasure the parks. Some of the parks, such as Hyland Forest Park, have never been developed, but people use it all the time.

- ✓ Larry agreed, noting that he has been in Hyland Forest Park many times.
- ✓ Board discussion occurred regarding the stream in Lowami Hart Woods Park, nearby mitigation areas, and an area that is prone to flooding.

John noted that he would like to discuss development of Lowami Hart Woods Park again.

- ✓ Joe commented that the Board basically made a compromise on the development of Lowami Hart Woods Park when discussing the first System Development Charge Capital Improvement Program project list, noting that the Board chose to lower the amount of funds allocated to Lowami Hart Woods Park to just enough to protect the resources.

Bob Scott asked that the properties listed on the Land Inventory Report spreadsheet included within the Board of Directors information packet be categorized by use.

- ✓ Steve confirmed that this could be accommodated.

Joe asked for confirmation that the trail suggested for Lily K Johnson Park would be for the purpose of connecting one neighborhood to another.

- ✓ Doug confirmed this, noting that the north end of the property is wet.

Joe asked whether the wet land to the north would be appropriate for trail development.

- ✓ Doug noted that it would be challenging to develop, but would provide a valuable trail to people on Farmington wishing to get to Division without using the side streets.

President, Joe Blowers, thanked staff for the informative presentation, noting that the Land Inventory Report was educational.

### **Agenda Item #9 – Board Time**

Bob Scott asked for additional information regarding the new gift card program as referenced within the Management Report.

- ✓ Launa Harrison, Information Services Manager, described the program, noting that it has been very successful considering the limited promotion of the program.

John Griffiths asked whether the Park District sells t-shirts and hats.

- ✓ Jim McElhinny, Director of Park & Recreational Services, noted that some items are sold at aquatic facilities.

John noted that selling such items could be a part of the Park District's outreach efforts and brand building.

Larry Pelatt asked for confirmation that Winter/Spring registration went well.

- ✓ Doug Menke, General Manager, confirmed this, stating that the initial weekend of registration was very successful in comparison to the previous year.
- ✓ Keith Hobson, Director of Business Services, noted that some bandwidth limitations were experienced when online registration first opened, but that Park District staff is working on a solution for this.

Larry asked for confirmation that revenue is up and that people are registering for more activities.

- ✓ Keith confirmed this.

Larry congratulated staff, noting that the outreach efforts must be working.

Bill Kanable asked for an update regarding the permitting issues with the concession stand at the PCC Rock Creek Recreation Facility.

- ✓ Steve Gulgren, Superintendent of Planning & Development, described a discrepancy within Washington County where the permit was granted to build the concession stand, but upon inspection by the Washington County Health Department, new drainage requirements were made known.
- ✓ Gery Keck, Senior Park Planner, noted that work was being done on the concession stand today and that it now just needs to be approved.

John noted that he will not be in attendance at the February 4, 2008 Regular Board Meeting.

John referenced the Board's previous discussion regarding endorsement of mayoral candidates and asked whether any Board members are endorsing any of the candidates.

- ✓ Larry replied that he has been asked, but does not plan to officially endorse anyone.

John noted that he does not think he is going to endorse anyone either, noting that it was a different situation a few years ago when the mayor was running unopposed.

- ✓ Joe Blowers noted that he is not planning to endorse anyone either.

Doug Menke, General Manager, acknowledged Mary Manseau, Chair of CPO #7, who is in attendance this evening, noting that she has been a great supporter of the Park District.

### **Agenda Item #10 – Adjourn**

There being no further business, the meeting was adjourned at 9:25 p.m.

---

Joe Blowers, President

---

Larry Pelatt, Secretary

Tualatin Hills  
Park & Rec.

Accounts Payable  
Over \$1,000.00

December 31, 2007  
Summary

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
225494	12/14/07	Recreation Resource, Inc. <b>Capital Outlay-ADA Projects</b>	2,004.00 <u>2,004.00</u>
225660	12/31/07	Alaskan Copper & Brass Co	2,027.41
225136	12/05/07	Daktronics, Inc. <b>Capital Outlay-Athletic Facility Replacement</b>	7,973.00 <u>10,000.41</u>
225434	12/14/07	Engineered Control Products <b>Capital Outlay-Building Replacements</b>	1,924.75 <u>1,924.75</u>
225484	12/14/07	PGE <b>Capital Outlay-Park &amp; Trail Improvements</b>	2,890.63 <u>2,890.63</u>
225128	12/05/07	Caswell/Hertel Surveyors, Inc.	1,520.00
225173	12/05/07	KJM & Associates	16,468.17
225175	12/05/07	LanPacific, Inc.	4,232.38
225204	12/05/07	Pannier Graphics, Inc.	1,088.60
225220	12/05/07	RP Herman & Assoc.. LLC	2,500.00
225427	12/14/07	DaNeal Construction, Inc.	25,359.30
225532	12/18/07	DaNeal Construction, Inc.	38,000.00
225592	12/26/07	Cushman & Wakefield <b>Capital Outlay-SDC-Park Development/Improvements</b>	2,300.00 <u>91,468.45</u>
225104	12/05/07	PGE	15,963.31
225485	12/14/07	PGE	4,246.71
225563	12/20/07	PGE <b>Electricity</b>	27,483.25 <u>47,693.27</u>
225396	12/14/07	Standard Insurance Company	116,146.38
225645	12/31/07	Blue Cross/Blue Shield	150,676.56
225649	12/31/07	MetLife	17,825.52
225653	12/31/07	Standard Insurance Company	1,998.68
225657	12/31/07	UNUM Life Insurance-LTC	1,326.70
225658	12/31/07	Unum Life Insurance-LTD <b>Employee Benefits</b>	8,464.78 <u>296,438.62</u>
225387	12/14/07	Aetna / ING Life Insurance	6,454.16
225392	12/14/07	Manley Services	5,569.75
225397	12/14/07	Standard Insurance Company	24,569.83
225398	12/14/07	Standard Insurance Company	2,637.33
225643	12/31/07	Aetna / ING Life Insurance	6,454.16
225648	12/31/07	Manley Services	6,532.70
225654	12/31/07	Standard Insurance Company	19,088.12
225655	12/31/07	Standard Insurance Company	2,637.33
225656	12/31/07	THPRD - Employee Assn. <b>Employee Deductions</b>	6,410.25 <u>80,353.63</u>
225108	12/05/07	99 West Trailers <b>Fleet Capital Replacement</b>	3,209.00 <u>3,209.00</u>
225234	12/05/07	Tualatin Valley Water District <b>Gas &amp; Oil (Vehicles)</b>	10,897.79 <u>10,897.79</u>
225103	12/05/07	NW Natural	11,689.80
225562	12/20/07	NW Natural	33,158.85
225584	12/24/07	NW Natural <b>Heat</b>	21,948.54 <u>66,797.19</u>

Tualatin Hills  
Park & Rec.

Accounts Payable  
Over \$1,000.00

December 31, 2007  
Summary

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
225119	12/05/07	Beaverton Auto Parts	1,355.46
225171	12/05/07	Jacobs Heating	2,990.00
225180	12/05/07	Les Schwab Warehouse Center	2,339.24
225202	12/05/07	Pacific Fence & Wire Co.	5,848.03
225221	12/05/07	Schulz-Clearwater Sanitation	3,437.23
225483	12/14/07	Peterson Structural Engineers	1,790.00
225542	12/18/07	Les Schwab Warehouse Center	2,431.79
225548	12/18/07	R & R Products, Inc.	1,027.80
		<b>Maintenance Services</b>	<b>21,219.55</b>
225123	12/05/07	BMC West Corporation	3,004.61
225131	12/05/07	Coastwide Laboratories	3,932.61
225143	12/05/07	E-Poly Star, Inc.	1,494.00
225162	12/05/07	Grainger	1,153.29
225168	12/05/07	Impact Sign Co.	1,124.84
225210	12/05/07	Platt Electric Supply, Inc.	1,963.47
225217	12/05/07	Rodda Paint Co.	2,665.70
225237	12/05/07	United Pipe & Supply Co., Inc.	1,606.61
225239	12/05/07	Univar USA, Inc.	4,103.20
225247	12/05/07	Wilbur-Ellis Company	3,089.75
225402	12/14/07	Airgas Nor Pac, Inc.	1,019.25
225417	12/14/07	Buz White Screen Print Inc.	2,414.00
225421	12/14/07	Coastwide Laboratories	3,239.64
225439	12/14/07	Fazio Bros.	1,423.48
225449	12/14/07	Home Depot Credit Services	2,101.05
225486	12/14/07	Platt Electric Supply, Inc.	1,371.19
225514	12/14/07	UAP Distribution, Inc.	5,365.00
225635	12/26/07	Wilbur-Ellis Company	1,840.00
		<b>Maintenance Supplies</b>	<b>42,911.69</b>
225375	12/11/07	WashCo BTC	1,000.00
		<b>Misc. Other Services</b>	<b>1,000.00</b>
225196	12/05/07	OfficeMax - A Boise Company	2,621.38
225216	12/05/07	Ricoh Americas Corporation	4,935.13
225455	12/14/07	Lazerquick	3,105.15
225465	12/14/07	Nolin Enterprises	3,469.22
225470	12/14/07	OfficeMax - A Boise Company	1,638.93
		<b>Office Supplies</b>	<b>15,769.81</b>
225238	12/05/07	United States Postal Service	1,200.00
225640	12/27/07	United States Postal Service	3,600.00
		<b>Postage</b>	<b>4,800.00</b>
225142	12/05/07	Don Ganer & Associates, Inc.	3,240.00
225227	12/05/07	Tarlow Naito & Summers, LLP	1,336.00
225252	12/06/07	Novacoast, Inc.	4,995.00
225347	12/11/07	Beery, Elsnor & Hammond, LLP	4,558.85
225357	12/11/07	Merina & Company, LLP	3,810.00
225468	12/14/07	Obsidian Technologies	6,250.00
225493	12/14/07	R & W Engineering, Inc.	1,759.00
225636	12/27/07	Adams & Uffelman LLP	1,920.00
		<b>Professional Services</b>	<b>27,868.85</b>
225097	12/04/07	Schulz-Clearwater Sanitation	1,465.61
225114	12/05/07	American Red Cross/OTC	3,150.00

Tualatin Hills  
Park & Rec.

Accounts Payable  
Over \$1,000.00

December 31, 2007  
Summary

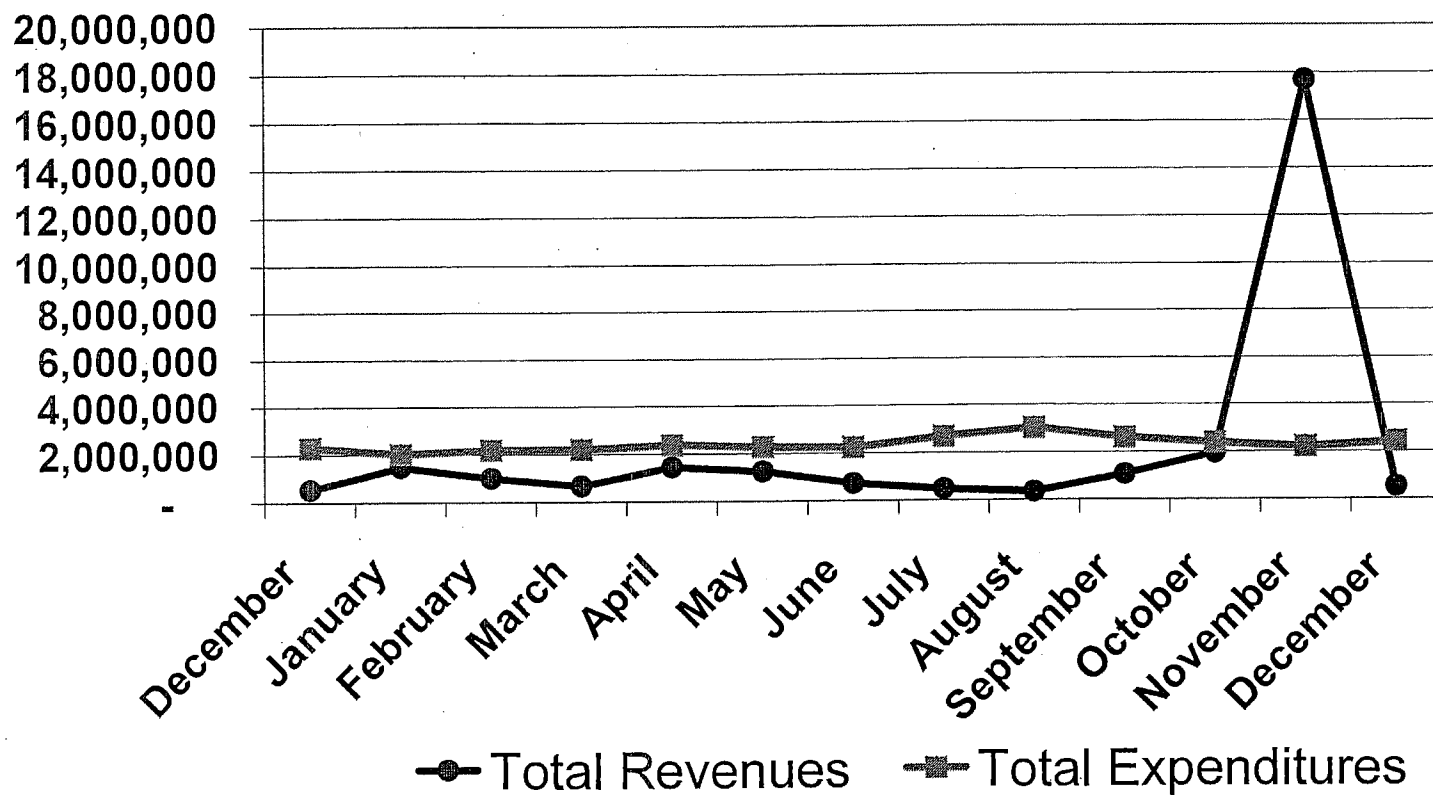
<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
225156	12/05/07	Food Services of America	1,235.82
225212	12/05/07	Purchase Advantage Card	1,146.72
225436	12/14/07	Exercise Equipment NW, Inc.	1,027.40
225450	12/14/07	HSBC Business Solutions	1,561.66
225476	12/14/07	Oregon Screen Impressions, Inc.	1,315.00
225477	12/14/07	Oriental Trading Co., Inc	2,072.57
		<b>Program Supplies</b>	<b>12,974.78</b>
225244	12/05/07	Waste Management of Oregon	3,567.36
225523	12/14/07	Waste Management of Oregon	2,899.36
		<b>Refuse Services</b>	<b>6,466.72</b>
225198	12/05/07	OR Dept of Administrative Srvc	1,685.75
225481	12/14/07	Peter Corvallis Prod., Inc.	1,505.00
		<b>Rental Equipment</b>	<b>3,190.75</b>
225595	12/26/07	Fred Shearer & Sons	5,350.00
		<b>Rental Facility</b>	<b>5,350.00</b>
225145	12/05/07	Edwards Enterprises	2,581.74
225146	12/05/07	Endever Tree Service	2,480.00
225433	12/14/07	Edwards Enterprises	1,147.44
225522	12/14/07	Wash Cty Health & Human Serv	3,223.00
225527	12/17/07	Hawk Enterprises	1,625.00
225607	12/26/07	Jones Stohosky Environmental	4,650.00
225615	12/26/07	MRP Services	1,184.90
225616	12/26/07	Novacoast, Inc.	2,293.50
		<b>Technical Services</b>	<b>19,185.58</b>
225663	12/31/07	NRPA	3,480.00
		<b>Technical Training</b>	<b>3,480.00</b>
225102	12/05/07	Nextel Communications	2,044.25
225521	12/14/07	Verizon Northwest, Inc.	7,592.09
		<b>Telecommunications</b>	<b>9,636.34</b>
225132	12/05/07	Communications Northwest, Inc.	1,302.00
225213	12/05/07	Quality Industrial Refinishers	1,310.50
		<b>Vehicle/Equipment Services</b>	<b>2,612.50</b>
225410	12/14/07	City of Beaverton	9,685.73
225561	12/20/07	Clean Water Services	1,664.89
225565	12/20/07	Tualatin Valley Water District	1,996.15
		<b>Water &amp; Sewer</b>	<b>13,346.77</b>
		<b>Report Total:</b>	<b>803,491.08</b>



**TUALATIN HILLS PARK & RECREATION DISTRICT**  
**General Fund Financial Summary**  
**December, 2007**

	CURRENT MONTH	YEAR TO DATE	PRORATED BUDGET 12/31/2007	FULL FISCAL YEAR BUDGET
<b>BEGINNING CASH ON HAND</b>		\$ 4,337,121	\$ 3,689,400	\$ 3,689,400
<b>REVENUES</b>				
Property Taxes	181,450	19,090,220	18,900,234	20,633,443
Program Income	220,744	2,475,424	2,387,014	6,686,313
Other Income	106,019	405,042	420,360	930,000
Grants and Loan Proceeds	-	27,530	27,530	239,750
<b>TOTAL REVENUES</b>	<b>\$ 508,213</b>	<b>\$21,998,216</b>	<b>\$ 21,735,138</b>	<b>\$ 28,489,506</b>
<b>EXPENDITURES</b>				
Contingency	-	-	-	1,402,500
Salaries, Benefits & Payroll Taxes	1,527,288	10,548,157	10,567,569	20,361,404
Material & Services	552,819	3,373,560	3,518,073	6,831,209
Debt Service	205,498	351,881	369,987	889,392
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 2,285,605</b>	<b>\$14,273,598</b>	<b>\$ 14,455,628</b>	<b>\$ 29,484,505</b>
Capital Expenditures	127,241	953,055	1,250,202	2,694,401
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,412,846</b>	<b>\$15,226,653</b>	<b>\$ 15,705,830</b>	<b>\$ 32,178,906</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (1,904,633)</b>	<b>\$ 6,771,563</b>	<b>\$ 6,029,307</b>	<b>\$ (3,689,400)</b>
<b>ENDING CASH (CASH DEFICIT)</b>		<b>\$11,108,684</b>	<b>\$ 9,718,707</b>	<b>\$ -</b>

# Tualatin Hills Park and Rec. District December 2006 - December 2007





# TUALATIN HILLS PARK & RECREATION DISTRICT

[6D]

*Serving Beaverton and the west side since 1955.*

## MEMO

**DATE:** January 25, 2008  
**TO:** Doug Menke, General Manager  
**FROM:** Jim McElhinny, Director of Park & Recreational Services

**RE:** Cedar Hills Recreation Center Advisory Committee & Jenkins Estate Advisory Committee Members

### Summary

Staff requests Board of Directors approval of Committee member appointments to the Cedar Hills Recreation Center Advisory Committee and Jenkins Estate Advisory Committee.

### Background

- Cedar Hills Recreation Center Advisory Committee  
At their January 24, 2008 meeting, the Cedar Hills Recreation Center Advisory Committee recommended Board of Directors approval to appoint Ginny Kingsley to the Committee. No additional applications were received.
- Jenkins Estate Advisory Committee  
At their January 8, 2008 meeting, the Jenkins Estate Advisory Committee recommended Board of Directors approval to reappoint James O'Connor and Jan Regnier to the Committee. No additional applications were received.

Please note that the prospective Advisory Committee members' applications are attached along with the Committees' current rosters.

### Action Requested

Board of Directors approval to appoint the requested individuals to the Cedar Hills Recreation Center Advisory Committee and Jenkins Estate Advisory Committee.



## Tualatin Hills Park & Recreation District CEDAR HILLS RECREATION CENTER ADVISORY COMMITTEE ROSTER

Last Updated: January 25, 2008

<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>
Mary Hatori		December 2006					February 2008
Mildred Hoelscher		November 2002					February 2009
Paul Chastain Chair		June 2003					November 2007
Aimee Lobo-Berg		November 2003					January 2007
Phillip Rifenburg		April 2007					May 2009
Zorahgail Balino		September 07					September 2009
<i>Ex-Officio Member</i>	<i>Representing</i>		<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>Email</i>	<i>Term Expires</i>
Eric Owens Superintendent of Recreation	Staff THPRD		15707 SW Walker Road Beaverton, OR 97006	503-645-6433	503-629-6301	cowens@thprd.com	N/A
Debbie Schoen Center Supervisor	Staff THPRD		11640 SW Park Way Portland, OR 97225	503-629-6340	503-629-6345	dschoen@thprd.com	N/A



## TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

<b>Name:</b> Ginny Kingsley	<b>Date:</b> 11/29/07

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

Cedar Hills Recreation Center  Garden Home Recreation Center  Stuhr Center  Jenkins Estate  Aquatics   
Conestoga Recreation & Aquatic Facility  Tualatin Hills Nature Park  Athletic Center  Trails

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

As a frequent user, I would like to have the opportunity to provide input. I am a strong supporter of THPRD and would like to participate in a meaningful way.

2. How long have you lived in the community? 8 years.

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

Vote by mail advisory committees – Salem, 1990's

Various State election committees – to help set policies/procedures & present bills for legislative review.

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

What: Fitness activities at Cedar Hills

When: Continuously for the past 7-8 years

Where:

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

Budget management; 20 years in public service; avid hiker & physical fitness advocate.





## Tualatin Hills Park & Recreation District JENKINS ESTATE, FANNO FARMHOUSE & CAMP RIVENDALE ADVISORY COMMITTEE ROSTER

Last Updated: January 25, 2008

<i>Committee Member</i>	<i>Spouse</i>	<i>Member Since</i>	<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>Email</i>	<i>Term Expires</i>
Joel Allen Member	Terri	March 2005					Dec 31, 2008
Thomas Engel Member	Sarah	February 2007					Dec 31, 2008
Kate Nilan Secretary		April 2003					Dec 31, 2008
Bill O'Brien Member	Linda	March 2005					Dec 31, 2008
James "Jim" O'Connor Vice Chairman	Sharon	January 1998					Dec 31, 2007
Jan Regnier Chairman	Greg	February 2002					Dec 31, 2007
Willie Willworth Member		July 2007					Dec 31, 2008
<i>Ex-Officio Members</i>	<i>Representing</i>		<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>Email</i>	<i>Term Expires</i>
Lynda Myers Center Supervisor	Staff THPRD		8005 SW Grabhorn Road Aloha, OR 97007	(W) 503.629.6355	503.629.6356	lmyers@thprd.com	N/A
Lisa Novak Supt Prog & Spec Act.	Staff THPRD		15707 SW Walker Road Beaverton, OR 97006	(W) 503.645.6433 (W) 503.629.6300	503.629.6301	lnovak@thprd.com	N/A
Allan Wells Park Maint Coordinator	Staff THPRD		15707 SW Walker Road Beaverton, OR 97006	(W) 503.645.3539 (W) 503.629.6360	503.629.6307	awells@thprd.com	N/A
Brenda Peterson Office ff	Staff THPRD		8005 SW Grabhorn Road Aloha, OR 97007	(W) 503.629.6355	503.629.6356	bpeterson@thprd.com	N/A



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# TUALATIN HILLS PARK & RECREATION DISTRICT

## Jenkins Estate, Fanno Farmhouse & Camp Rivendale

### ADVISORY COMMITTEE APPLICATION

<b>Name:</b> James E. O'Connor	<b>Date:</b> January 8, 2008

Applying for the **Jenkins Estate Advisory Committee** (*you must reside within the Park District boundaries*)

1. Please explain your interest in serving on the Advisory Committee:  
History and Estate preservation.
2. How long have you lived in the community? 70 years
3. Have you served on other volunteer committees? YES [ X ] NO [ ] If yes, please explain where, when, and what your responsibilities were:  
Beaverton J.C.'s 1972, Vice Chairman of Rose Festival Float entry from Beaverton. Coordination of materials, man-power and events leading up to parade.
4. Have you or your family participated in any Center or other Recreation District activities?  
What: Member of Park District Foundation  
  
When: Current  
  
Where:
5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:  
Knowledge of the Hazeldale area and grandson of James Cook Smith, gardener at the Jenkins Estate 1922-1935.

Please return completed applications to Lynda Myers, Center Supervisor at the Jenkins Estate.  
8005 SW Grabhorn Road, Aloha, OR 97007-8781.





Serving Beaverton and the westside since 1955.

# TUALATIN HILLS PARK & RECREATION DISTRICT

## Jenkins Estate & Fanno Farmhouse & Camp Rivendale

### ADVISORY COMMITTEE APPLICATION

<b>Name:</b> Jan Regnier	<b>Date:</b> January 8, 2008

Applying for the **Jenkins Estate Advisory Committee** (*you must reside within the Park District boundaries*)

- Please explain your interest in serving on the Advisory Committee:  
I joined the Jenkins Estate Advisory Committee in February 2002 and have really enjoyed the experience, Committee members, Jenkins Estate and THPRD Staff. As always, the Committee has plans for the future while looking out for Jenkins Estate history. I would like to continue to be a part of those plans.
- How long have you lived in the community? 27 years in THPRD
- Have you served on other volunteer committees? YES [ X ] NO [ ] If yes, please explain where, when, and what your responsibilities were:  
Girl Scouts 7 years, School Volunteer 13 years including Volunteer Coordinator, fundraising, classroom, library, Career Center and office.
- Have you or your family participated in any Center or other Recreation District activities?  
What: Events, parks and classes  
When: 27 years  
Where: All over the District, mainly north of freeway and the Recreation Center
- Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:  
I have learned a lot about the Park District and the Jenkins Estate in my six (6) years on the Committee. I think this background and my continued interest and devotion to the Estate and Camp Rivendale will benefit the Committee. I look forward to each year's projects and community concerns relating to the Estate and Camp Rivendale.

Please return completed applications to Lynda Myers, Center Supervisor at the Jenkins Estate.  
8005 SW Grabhorn Road, Aloha, OR 97007-8781 no later than December 2, 2005.



# TUALATIN HILLS PARK & RECREATION DISTRICT



Serving Beaverton and the west side since 1955.

[6E]

## MEMO

**DATE:** January 23, 2008  
**TO:** Doug Menke, General Manager  
**FROM:** Keith Hobson, Director of Business Services

**RE:** Board of Directors Stipend and Reimbursement for Expenses Policy – Proposed Revisions

### Summary

Staff is requesting Board of Directors approval of the proposed revisions to the existing Policy 7.00, Reimbursement for Expenses. Based on Board direction, staff is recommending these changes to create a new monthly Board stipend amount, and to reflect the option of individual Board members to forego this stipend.

### Background

Staff had previously provided information to the Board of Directors regarding the taxability of Board stipend payments and their classification as reportable wages. Staff also provided information on statutory limits to Board stipend payments for members of special district boards.

Based on this information, the Board of Directors directed staff to prepare a revision to the Board policy addressing these payments and to increase the monthly stipend to \$50.

### Proposal Request

The proposed revisions to the Board Policy 7.00, would make the following changes to the policy:

- Establish the monthly Board stipend at \$50 in order to partially mitigate the impact of treating this stipend as taxable wages.
- Clarify that individual members of the Board of Directors may elect to forego the monthly stipend to avoid the impact of the taxable income.

### Benefits of Proposal

The revisions update the policy to reflect current understanding of statutes and tax law regarding the payment of Board stipends.

### Potential Downside of Proposal

There is no apparent downside to the proposal.

### Action Requested

Board of Directors approval of the revised Policy 7.00, Board Stipend and Reimbursement for Expenses.

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## **Board Stipend and Reimbursement for Expenses**

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**7.00**

A member of the Board may receive compensation for his or her service as a board member in the amount of \$50 per month. A member of the Board may make an individual election to forego this compensation. A member of the Board may also be reimbursed for expenses incurred in the performance of board functions provided authorization has been granted by the Board at the time of the discussion for the function involved or in the adopted budget.

# TUALATIN HILLS PARK & RECREATION DISTRICT



Serving Beaverton and the west side since 1955.

[6F]

## MEMO

**DATE:** January 25, 2008  
**TO:** Doug Menke, General Manager  
**FROM:** Steve Gulgren, Superintendent of Planning and Development

**RE:** Transportation Enhancement Grant Application

### Summary

The Oregon Department of Transportation (ODOT) is accepting applications for the Transportation Enhancement (TE) Program for program years 2011-2013. A Letter of Intent has been submitted in order to meet the February 1, 2008 deadline. Grant applications are due by May 2, 2008. Staff is recommending that the Park District apply for this grant to design and construct Segment #1 of the Westside Trail (SW Barrows Road to SW Scholl Ferry's Road).

### Background

Grant proposals must meet one of the twelve TE project criteria, which includes the provision of facilities for bicycles and pedestrians. Funds may be used for design development and construction. Construction funds will be available for years 2011-2013. Design funds will be available in October 2009. TE grants require a minimum \$200,000 request and a minimum 10.27% match in funding from the sponsoring agency. The TE Program awards federal funds and is administered by ODOT. All projects are required to meet federal/ODOT right-of-way acquisition, design, and construction standards.

### Proposal Request

Staff has identified construction of Segment #1 of the Westside Trail as a strong candidate for TE funds. This segment would fill a gap by connecting Barrows Linear Park Trail to the south to an existing section of the Westside Trail (in Murrayhill Park) to the north. Additionally, this section of the Westside Trail provides access to both the Murray-Scholls (north end) and Progress Ridge (south end) Town Centers, which contain substantial commercial and residential development. The proposed trail would be a 10' wide, asphalt pathway and approximately one-half mile in length. Combined with the two existing trail segments, this portion of the Westside Trail will have a total length of over two miles.

Staff estimates the total cost for the project to be approximately \$1,010,000, which would include the design and construction of the trail. This figure includes engineering consulting services, construction, and a 10% contingency. Of the estimated total project cost, approximately \$905,000 (approximately 89.6% of the total estimated project cost) would be funded with TE funds. The Park District would be responsible for the remaining balance of \$105,000, which is approximately 10.4% of the total estimated project cost. Staff estimates the total construction cost of the project to be \$530,000. Staff will also perform additional construction management duties for the project. If grant funds are awarded, the Park District's match would be appropriated in the FY 2009-10 Budget.

Regular Meeting of the Board of Directors February 4, 2008

Page 1 of 2

Staff has presented this grant proposal to the Trails Advisory Committee and they support this effort and will submit a letter of support. Staff will also seek letters of support from the City of Tigard and from the Friends of Tigard-Bull Mountain Trails group for this proposal.

**Benefits of Proposal**

The benefits of this proposal include completion of a key segment of the Westside Trail that fills a gap between two existing trail segments; increased access to a longer trail section for patron use; increased connectivity to an existing town center and a currently developing town center in Beaverton's southwest corner; and reduced overall construction costs to the Park District with the acquisition of grant fund assistance.

**Potential Downside of Proposal**

The local match requirement will require appropriation of funds specific to this project in the FY 2009-10 Budget with a successful grant application.

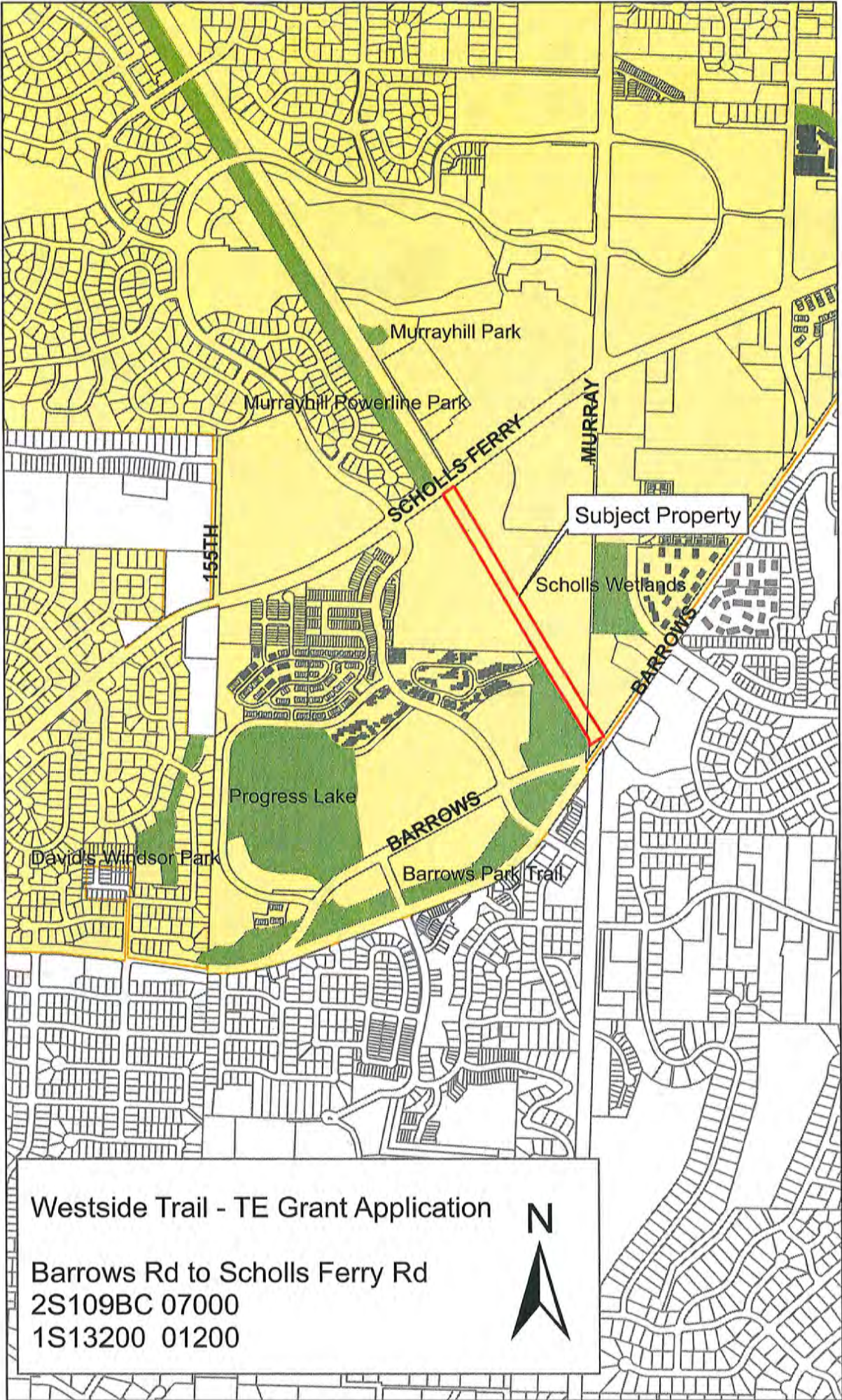
**Maintenance Impact**

The impact to maintenance costs should be minimal. Segment #1 is approximately one-half mile in length and will connect two existing trail segments already maintained by the Park District.

**Action Requested**

Board of Directors approval for staff to apply to the Oregon Department of Transportation (ODOT) for a Transportation Enhancement (TE) Program grant in the amount of \$1,010,000 to construct Segment #1 of the Westside Trail.





Westside Trail - TE Grant Application

Barrows Rd to Scholls Ferry Rd  
2S109BC 07000  
1S13200 01200







Westside Trail - TE Grant Application

Barrows Rd to Scholls Ferry Rd

2S109BC 07000

1S13200 01200







# TUALATIN HILLS PARK & RECREATION DISTRICT

[6G]

*Serving Beaverton and the west side since 1955.*

## MEMO

**DATE:** January 29, 2008  
**TO:** Doug Menke, General Manager  
**FROM:** Steve Gulgren, Superintendent of Planning & Development

**RE:** Land & Water Conservation Fund Grant Application

### Summary

The Oregon Parks and Recreation Department is accepting applications for the 2008 Land and Water Conservation Fund (LWCF) Grant Program. Applications are due by February 15, 2008. Staff is recommending that the Park District apply for this grant to construct a new picnic pavilion at Schiffler Park to replace the existing, smaller shelter.

### Background

Grant proposals may include land acquisition and/or park development. Park development projects include outdoor recreation activities and supporting facilities needed by the public. Staff has identified the Schiffler Park site as a strong candidate for 2008 LWCF park development assistance. The existing shelter is in need of replacement due to current conditions that are beyond repair, such as leaking joints in the roof structure. Please see the attached vicinity map and aerial photo for the property location.

LWCF grant applications are scored according to their ability to meet a number of criteria. In order to receive the highest possible score, staff is proposing a wide scope of work, including facility replacement with upgrades, such as Americans with Disabilities Act (ADA) improvements to the shelter pad and adjacent walkways. The proposed site development will provide for a high quality picnic pavilion and improve user accessibility and safety.

### Proposal Request

The proposed picnic pavilion would be a steel structure approximately 30'x40' in size. Staff estimates the total construction cost to be approximately \$90,000. This figure includes minor consulting services (civil engineering), removal of the existing structure, construction and material costs, and a 10% contingency. Staff will perform a majority of the design, permitting and construction administration work for the project in-house.

LWCF grants require a 50% match in funding from the sponsoring agency. Staff is recommending submitting a grant application for \$90,000. The LWCF grant portion would equal \$40,000 which is 44% of the total estimated construction cost. The Park District's financial responsibility is estimated at \$50,000 which is 56% of the total estimated construction cost. Staff is proposing that the LWCF grant amount of \$40,000 be funded from the FY 2008-09 General Fund. This amount would be reimbursed upon the completion of the project. The Park District's matching amount of \$50,000 would be funded from the SDC Fund.

**Benefits of Proposal**

The benefits of this proposal include enhancement and upgrade of an aging facility; improved accessibility and safety for picnicking opportunities; potential revenue from picnic pavilion rental; reduced maintenance costs that go along with newer facilities; and reduced overall construction costs to the Park District with the acquisition of grant fund assistance.

**Potential Downside of Proposal**

With a successful grant application, the local match requirement will require appropriation of SDC funds specific to this project and the appropriation of grant funds from the General Fund in the FY 2008-09 Budget.

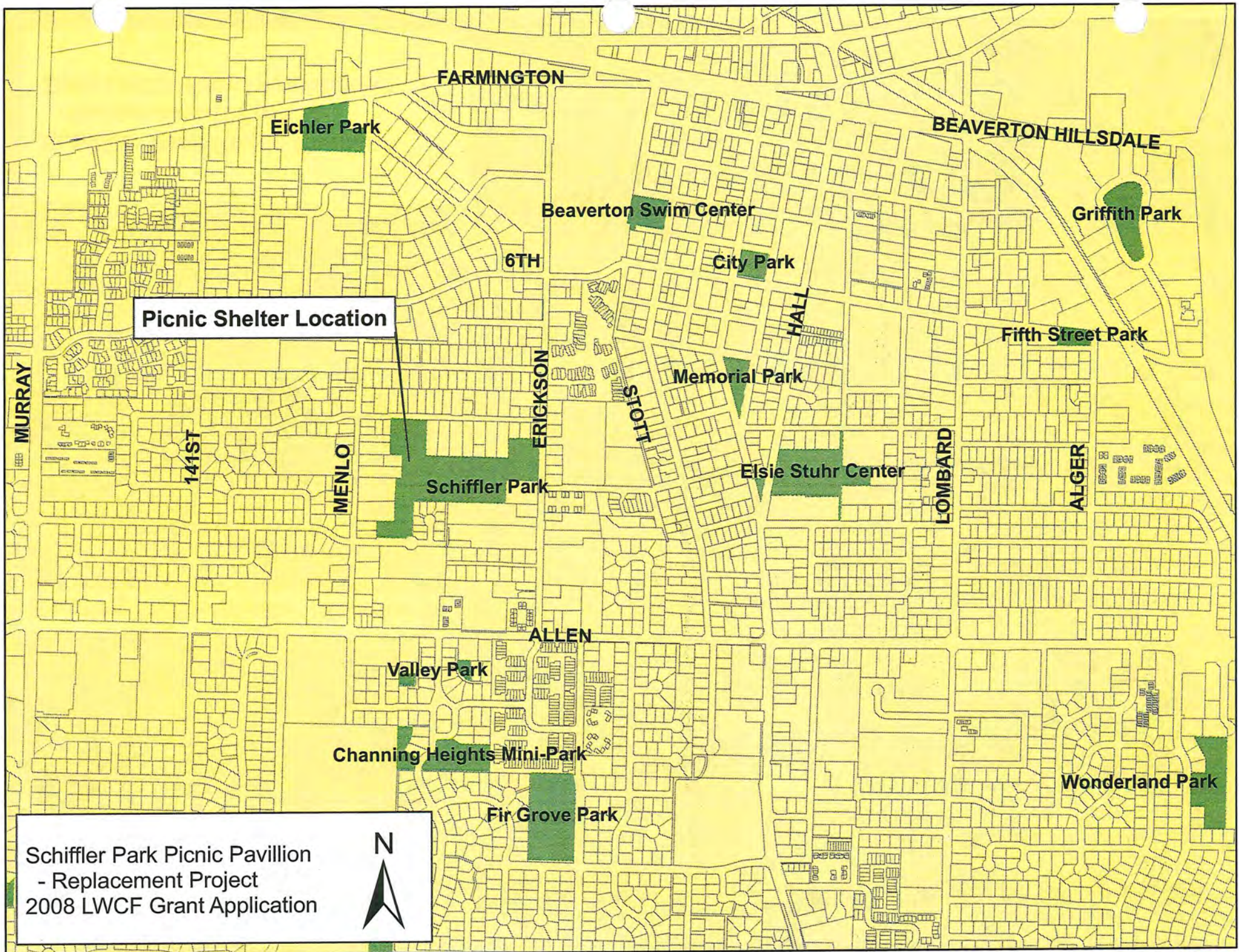
**Maintenance Impact**

A new shelter would result in a positive effect on maintenance costs through a reduction in miscellaneous repairs and upkeep needed on the current shelter.

**Action Requested**

Staff requests the Board of Directors approval and signature of Resolution No. 2008-02 to apply for a 2008 Land and Water Conservation Fund (LWCF) Grant Program for the Schiffler Park picnic pavilion replacement project. Additionally, the Board of Directors authorizes the General Manager to attest to subject Resolution No. 2008-02 and directs staff to complete and submit the grant application for the LWCF Grant Program for an amount of \$90,000 to the Oregon Park and Recreation Department.





**Picnic Shelter Location**

Schiffler Park Picnic Pavillion  
- Replacement Project  
2008 LWCF Grant Application



FARMINGTON

BEAVERTON HILLSDALE

Eichler Park

Beaverton Swim Center

Griffith Park

6TH

City Park

Picnic Shelter Location

Fifth Street Park

MURRAY

141ST

MENLO

ERICKSON

STOTTS

Memorial Park

HALL

Elsie Stuhr Center

LOMBARD

ALGER

Schiffler Park

ALLEN

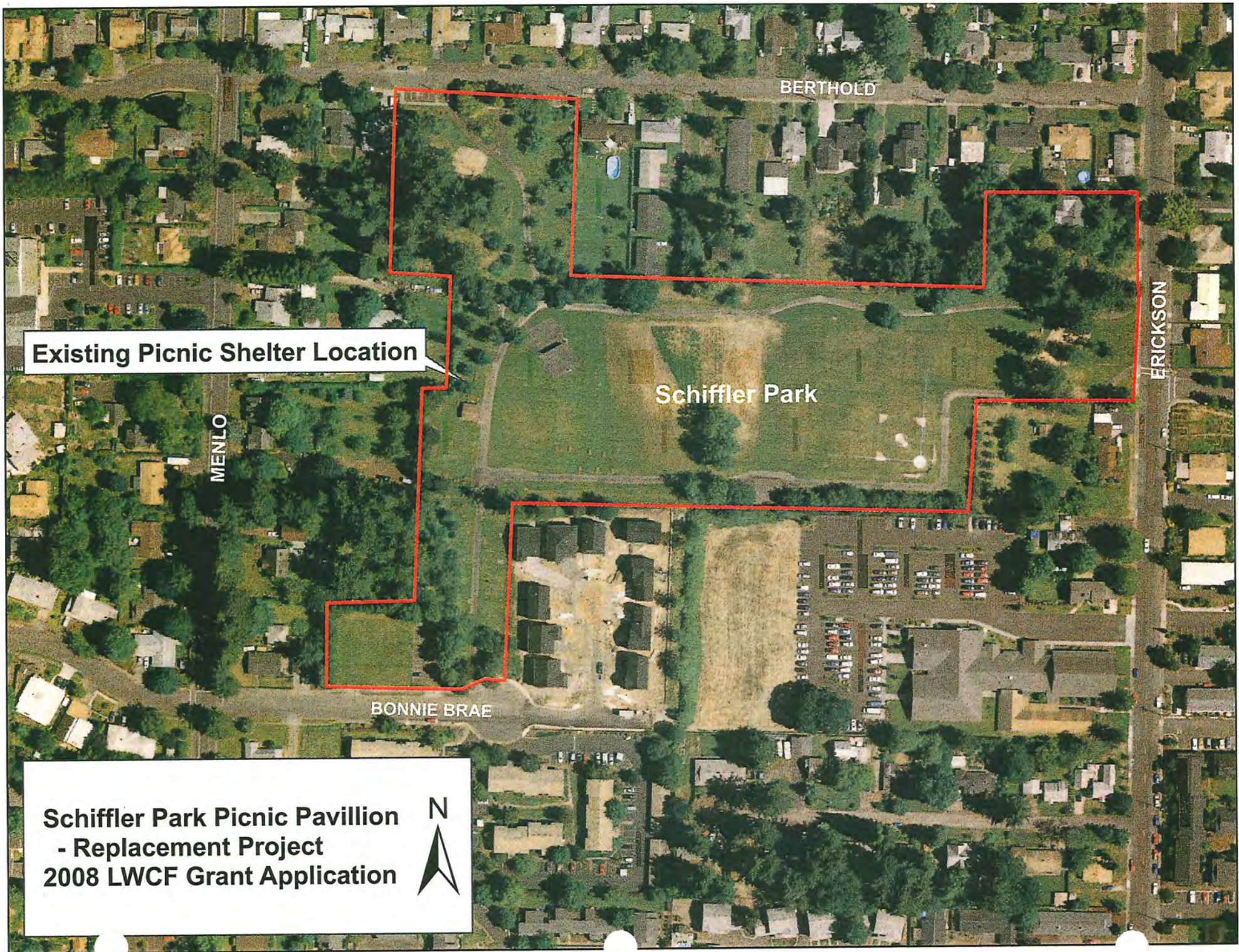
Valley Park

Channing Heights Mini-Park

Fir Grove Park

Wonderland Park





BERTHOLD

ERICKSON

MENLO

Schiffler Park

BONNIE BRAE

Existing Picnic Shelter Location

Schiffler Park Picnic Pavillion  
- Replacement Project  
2008 LWCF Grant Application





**RESOLUTION NO. 2008-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
TUALATIN HILLS PARK AND RECREATION DISTRICT  
AUTHORIZING APPLICATION FOR THE  
2008 LAND AND WATER CONSERVATION FUND GRANT PROGRAM  
SCHIFFLER PARK PICNIC PAVILION REPLACEMENT PROJECT**

**WHEREAS**, federal funds are available through Oregon Parks and Recreation Department for the 2008 Land and Water Conservation Fund Grant Program for park projects; and

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

**WHEREAS**, replacement of the Schiffler Park picnic pavilion is a high priority project that would meet local needs identified in THPRD's Comprehensive Plan; the Oregon State Comprehensive Outdoor Recreation Plan (SCORP); and the Oregon Statewide Planning Goals and Objectives for recreation.

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

- Section 1.** THPRD is eligible for Land and Water Conservation Fund Grant Program federal funding.
- Section 2.** THPRD staff is authorized to submit an application to Oregon Parks and Recreation Department for assistance.
- Section 3.** The replacement of the Schiffler Park picnic pavilion is determined to be a high priority that will meet local recreational needs for group picnicking opportunities.
- Section 4.** The THPRD General Manager is authorized as the administrative official in this regard.

Approved by the Tualatin Hills Park and Recreation District Board of Directors on the 4<sup>th</sup> day of February 2008.

\_\_\_\_\_  
**Joseph Blowers, President**

\_\_\_\_\_  
**Larry Pelatt, Secretary**

ATTEST:

\_\_\_\_\_  
**Doug Menke, General Manager**

# TUALATIN HILLS PARK & RECREATION DISTRICT

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*Serving Beaverton and the west side since 1955.*

[7A]

## MEMO

**DATE:** January 25, 2008  
**TO:** The Board of Directors  
**FROM:** Doug Menke, General Manager  
**RE:** **FY 2008-09 Park District Goals & Objectives**

### Summary

Staff is returning to the Board of Directors with the proposed FY 2008-09 Park District Goals & Objectives, which have been updated to reflect the Board's discussion at the January 14, 2008 Regular Board Meeting.

### Background

At the January 14, 2008 Regular Board Meeting, Park District staff presented proposed FY 2008-09 Goals & Objectives for the Board's consideration. The eight goals identified within the Park District's Comprehensive Plan were used as the foundation for developing the proposed goals, objectives and action steps.

The proposed FY 2008-09 Park District Goals & Objectives have been updated to reflect the Board's discussion at the January 14, 2008 Regular Board Meeting, as detailed in the attached redline document.

### Action Requested

Board of Directors adoption of the FY 2008-09 Goals & Objectives as presented.



# DRAFT

## Park District 2008-09 Goals and Objectives

Mission Statement: "The mission of the Tualatin Hills Park and Recreation District is to provide natural areas, high quality park and recreational facilities, services and programs, that meet the needs of the diverse communities it serves".

### 1 Provide quality neighborhood and community parks that are readily accessible to residents throughout the District's service area.

OBJECTIVES	ACTION STEP	RANK
Plan for the area the District expects to serve as it expands.	Based on results of survey and community outreach, consider a Bond Measure levy in November 2008 to fund targeted capital improvements and expansions.	1
	Continue to participate in the North Bethany Master Planning, ensuring inclusion and funding of park and trails infrastructure.	3
Provide neighborhood parks or neighborhood park facilities within other parks throughout the District at a standard between 0.9-1.0 acres per 1,000 residents; plan for all residents to be within one-half mile of neighborhood park.	Using a Land Acquisition Specialist, pursue existing land acquisition targets with intent to close acquisitions. Actively move forward to acquire targets identified for Metro Local Share funds.	2
In developing Master or other plans for new and existing park facilities, engage and involve citizens, Park District staff from all departments, and partnering agencies.	Complete a Signage Master Plan for the District to ensure a consistent look, content, and function of signage for all District Facilities.	4
Provide other parks, including linear parks, special use facilities (including unique special-purpose facilities, urban plazas, skate parks, dedicated pet areas and others) consistent with descriptions and standards of this Plan.	Develop an approach to meet the potential future need for any dog parks or other pet areas within existing parks, including partnership/sponsorship opportunities with community groups, private companies and non-profit organizations.	5

### 2 Provide quality sports and recreational facilities for Park District residents and workers of all ages, cultural backgrounds, abilities and income levels.

OBJECTIVES	ACTION STEP	RANK
Provide playing fields throughout the District, using the standards outlined in this plan and the Park District's 2005 Playing Fields Needs Assessment.	Update the 2005 Playing Fields Needs Assessment report, <u>soliciting and including input from the Unified Fields Steering Committee.</u>	1



	Pursue development of new synthetic turf fields and/or replace existing natural grass fields with synthetic fields when it is found to be a cost-effective method of prolonging field life and meeting overall long-term field needs, and/or addressing other Park District goals and objectives. Work closely with the Beaverton School District in these efforts.	4
Provide a variety of programs at recreation centers to address the needs of all user groups, including children, teens, adults, seniors, ethnic and minority residents, and persons with disabilities; provide programs and services that meet the needs of people of all incomes.	Continue to review the program needs noted in the Comp Plan.	2
	Work with THPF and business community to expand the Rec-mobile program.	5
Ensure that access to Park District programs, parks and facilities for people with disabilities is consistent with the American with Disabilities Act (ADA).	Complete a five-year implementation plan.	3

**3 Operate and maintain parks in an efficient, safe and cost-effective manner, while maintaining high standards.**

OBJECTIVES	ACTION STEP	RANK
Ensure timely communication and coordination about safety and security issues among facility staff, security personnel, and facility patrons.	Develop a plan to effectively communicate park and facility closures and other impacts to residents, other agencies and staff.	1
Continue to improve the efficiency and cost effectiveness of maintenance operations, including reducing costs associated with the transportation of personnel and equipment.	Prioritize deferred maintenance items on a five and ten year plan for funding and ultimate completion; update and reprioritize the list annually.	2
	Based on the feasibility study completed in 2007, continue to pursue a target site for relocation and centralization of maintenance facilities. Also continue to pursue, through acquisition or partnership, sites for satellite maintenance facilities.	3
Use the most cost-effective combination of Park District staff, volunteers, user groups, community groups, other jurisdictions and contractors to provide maintenance services.	Work with Metro to explore cooperative arrangements for future maintenance of the Cooper Mountain regional park and other regional park and recreation facilities as they are developed.	4 <del>5</del>
	<u>Staff will develop criteria and approval procedures for field improvements that affiliated sports leagues could perform as an in-kind offset to Park District Field Use Fees.</u>	4

**4 Acquire, conserve and enhance natural areas and open spaces within the District.**

OBJECTIVES	ACTION STEP	RANK
Acquire, conserve and enhance high quality natural areas, including wetlands, riparian areas and uplands, by working cooperatively with Clean Water Services, the City of Beaverton, Washington County, Metro, homeowners associations, developers, landowners and others, consistent with acquisition standards and criteria and the Park District Natural Resource Management Plan.	Work with appropriate agencies (including Metro Open Spaces), environmental advocacy groups and others to identify and acquire natural areas based on criteria provided in the Park District's Natural Resource Management Plan or statewide planning Goal 5 requirements, and as defined by natural resource staff.	1
Strive to provide adequate funds to pay for natural areas monitoring, maintenance, restoration and other needed activities.	Coordinate trails development and maintenance activities with natural resource management objectives and activities, considering objectives, goals, practices and standards included in the Park District's Natural Resource Management Plan and Trails Master Plan. Create park inspector routes to provide baseline service levels for natural areas.	2
Use Park District facilities and programs, as well as partnerships with schools and other agencies to increase the public's understanding of natural resources, processes and habitats.	Provide environmental education programs for children through in-school programs utilizing Nature Park/Natural Resources staff. Integrate exploration of Park District natural areas into existing summer camp programs.	3
	Include a Natural Resources Component in the Signage Master Plan.	4

**5 Develop and maintain a core system of regional trails, complemented by an interconnected system of community and neighborhood trails, to provide a variety of recreational opportunities, such as walking, bicycling and jogging.**

OBJECTIVES	ACTION STEP	RANK
Close gaps in regional trails by completing missing segments and connect regionally significant trails with local trails to ensure local access and connectivity.	Complete construction for the Fanno Creek Trail Segment 4 (Beaverton School District bus barn to City of Beaverton operations), and the Westside Trail Segments 7-11 (Scheupbach Park to Nature Park).	1
	Investigate <u>the feasibility of connecting isolated trail segments through the use of soft-surface trails</u> <u>improving trail connectivity of isolated trail segments by various methods such as installing temporary soft trail connections, installing trail directional signage to guide trail users around existing trail gaps, and work with local jurisdictional agencies for on-street trail route markings.</u>	2

Pursue a variety of funding sources to design, develop and maintain trails, including volunteer services, state and federal grants, private foundations, land trusts, service clubs and individual donors.	Pursue grant and partnership funding for completion of Master Planning and design for the Mt. Williams site.	3
In designing and developing trails, preserve view corridors and viewshed, public rights-of-way for future access and/or utilities, and sensitive natural areas or resources.	Work with Metro, using funds from the 2006 Open Spaces Bond, to acquire right-of-way for the Westside Trail.	4

**6 Provide value and efficient service delivery for taxpayers, patrons and others who help fund Park District activities.**

OBJECTIVES	ACTION STEP	RANK
Provide and maintain facilities in a flexible manner to continue to respond to changing needs and conditions within the District.	Establish criteria and protocols for replacing major park and recreational facilities as an alternative to making major capital improvements, considering factors such as cost of capital improvements, ongoing maintenance costs, age and condition of facility, ability of facility to meet current user demands, and other issues.	1
Solicit funding from the private sector to help finance specific projects and possibly to continue to fund ongoing programs (e.g. the Family Assistance program).	Support the Tualatin Hills Park Foundation in creating a five to ten-year strategic plan.	2
	Work with the Tualatin Hills Park Foundation to further define the relationship between the two organizations and establish measures for continuing to cooperatively meet Park District needs.	3

**7 Effectively communicate information about Park District goals, policies, programs and facilities among District residents, customers, staff, District advisory committees, the District Board, partnering agencies and other groups.**

OBJECTIVES	ACTION STEP	RANK
Regularly communicate with and provide opportunities for the general public to learn about and comment on District activities.	Expand upon the District's newly established Public Awareness Program, increasing outreach and information to new residents, minority populations and other target audiences, including staff. Communicate to them and District residents in general using tools and messages based on research. Continue to develop a process of targeting newsletters, fliers and other District information to specific user groups through electronic media.	1
Provide opportunities for all Park District departments and staff to participate in the planning and development processes.	Establish and implement protocols and procedures for communicating and coordinating among Park District staff and the general public related to the following areas: <ul style="list-style-type: none"> <li>• Design, development and programming for new facilities.</li> </ul>	2



	<ul style="list-style-type: none"> <li>• Major renovation and expansion of existing facilities.</li> <li>• Access and security issues for new and existing facilities.</li> <li>• Ongoing maintenance and operation of facilities.</li> </ul>	
Use standing Park District advisory committees, CPOs, NACs and other community groups to review and solicit guidance.	Review Advisory Committee structure to determine if there are gaps in coverage, and ensure proportional representation. Evaluate how general (passive) users, youth, and other less represented Park District user groups might be <del>further</del> <b>better</b> represented in the Advisory Committee or other formats.	<b>3</b>  

**8 Incorporate principles of environmental and financial sustainability into the design, operation, improvement, maintenance and funding of Park District programs and facilities.**

OBJECTIVES	ACTION STEP	RANK
Consider the environmental impacts of maintenance and operational activities and standards.	Update the Park District's Sustainability Plan.	<b>1</b>
Design facilities in an environmentally and cost-conscious manner.	Where feasible, conserve energy and other natural resources by utilizing green building technologies and practices for all new Park District facilities and major renovations to existing facilities, using the standards set forth by the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) Green Building Rating System.	<b>2</b>
Provide and enhance opportunities for employees to reduce impacts on the natural environment (e.g., through use of alternative forms of transportation or energy use).	Investigate expansion of use of hybrid, electric, bio-diesel, and other low-emission vehicles by the Park District.	<b>3</b>

# TUALATIN HILLS PARK & RECREATION DISTRICT



Serving Beaverton and the west side since 1955.

[7B]

## MEMO

**DATE:** January 25, 2008  
**TO:** The Board of Directors  
**FROM:** Doug Menke, General Manager

**RE:** Future Funding Measure Polling Results

Josh Alpert, Northwest Conservation Services Director for The Trust for Public Land (TPL), will be at the February 4, 2008 Regular Board Meeting to present the results of the future funding measure polling conducted in mid-January.

As approved by the Board of Directors at the December 10, 2007 Regular Board meeting, a public outreach program has been developed and is ready to be put into action once the polling results have been reviewed by the Board of Directors and the consensus is to move forward with the public outreach program.

### Updated Future Funding Measure Timeline

December 2007:	Selected Bond Measure Task Force Committee members.
January 2008:	TPL conducted polling.  Bond Measure Task Force held organizational meeting.  Park District employee education campaign began.
February 4, 2008:	Provide Board of Directors polling results. Bond Measure Task Force invited to attend.
February 2008:	Survey posted on THPRD website (invite email comments) and comment cards offered at facilities.  Conduct public open houses.
March/April 2008:	Public outreach program results presented to Board of Directors.
March/April 2008:	Board of Directors to determine whether to move forward with future ballot measure/final recommendations.
April – October 2008:	Campaign strategy and implementation.

Regular Meeting of the Board of Directors February 4, 2008

Page 1 of 1

# TUALATIN HILLS PARK & RECREATION DISTRICT



Serving Beaverton and the west side since 1955.

[7C]

## MEMO

**DATE:** January 25, 2008  
**TO:** The Board of Directors  
**FROM:** Doug Menke, General Manager  
**RE:** General Manager's Report for February 4, 2008

### **Great Parks, Great Cities Speakers Series**

Attached please find information regarding Portland Parks & Recreation's *Great Parks, Great Cities* speakers series as mentioned in my December 10, 2007 General Manager's Report. I am currently working on securing a block of tickets for Westside key community leaders in our service area to attend this series.

### **Budget Committee Orientation & Upcoming Budget Committee Meeting**

An orientation for the three newly appointed Budget Committee members was conducted on January 22, 2008. Spence Benfield, Budget Committee Chair, attended, along with Keith Hobson, Director of Business Services, and myself. The first meeting of the Budget Committee is scheduled for Monday, February 25, 2008 at 7:00 p.m. in the Dryland Meeting Room.

### **Park District Auditor & Audit Committee**

The Park District has received an estimate of the audit fees for the 2007-08 audit from our current audit firm, Merina and Co. We expected an increase of about 25% in audit fees due to new auditing standards that have created a higher level of work in conducting the audit. The estimated audit fees were consistent with this expected increase and therefore appear to be reasonable. Based on this, and the prior direction from the Board of Directors, staff will engage Merina and Co. to conduct the 2007-08 audit. In addition, Park District staff will be presenting a recommendation to the Board of Directors regarding the establishment of an Audit Committee at the March or April Regular Board Meetings.

### **NRPA Environmental Summit**

National Recreation & Park Association's (NRPA) *Summit on Environmental Stewardship for People, Parks & Public Lands* is scheduled to take place May 4-7, 2008 in Portland. The Board of Directors has been registered for this event and additional summit information will be provided as it is made available by NRPA.

### **Board of Directors Meeting Schedule**

Due to the Summit referenced above occurring on the first Monday of May, it is proposed to schedule the May Regular Board Meeting for the second Monday of May (May 12, 2008).



## PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland



### **SPEAKERS SERIES OVERVIEW**

Portlanders love their parks and natural areas. From Waterfront Park to Forest Park to our own neighborhood parks, we are drawn to them as places to connect with the natural world, to play and to relax, and to create a sense of community.

But parks have a far greater impact on the success and vitality of Portland's future. As the city grows and becomes more congested, as we face a tightening economy, the rising rates of obesity, diabetes, and other health risks, and the uncertain future of climate change, parks and natural areas play an even more crucial role in maintaining the economic health and livability of our city.

Portland is a leader in the national movement to reinvigorate cities through the "greening" of the urban environment. Parks, recreation, natural areas and open spaces are at the forefront of this movement, recognized as essential to the health, economy, water and air quality, sustainability, social equity and vitality of a community.

**Great Parks, Great Cities** is an opportunity to hear experts in urban planning, economics, government affairs, urban revitalization and sustainability discuss the integral roles that parks will play in making cities viable in the 21<sup>st</sup> century and beyond. They will share their experience, research and insights into how our urban parks contribute to sustainable and healthy communities.



**2008 Schedule of Speakers**  
(Please note: times subject to change)

**Neal Peirce**

Thursday, March 13

Location: The Governor Hotel (614 SW 11th Avenue)

Times: 6:00 p.m. Patron reception – Library Room (2<sup>nd</sup> floor)  
6:30 p.m. Doors open/no-host cocktails – Heritage Ballroom (4<sup>th</sup> floor)  
7:00 p.m. Program – Heritage Ballroom (4<sup>th</sup> floor)

**Galen Craz**

Tuesday, May 13

Location: First Congregational Church on the South Park Blocks (1126 SW Park Avenue)

Times: 6:15 p.m. Doors Open  
7:00 p.m. Program

**Mayor Shirley Franklin**

Tuesday, July 8

Location: First Congregational Church on the South Park Blocks (1126 SW Park Avenue)

Times: 6:15 p.m. Doors Open  
7:00 p.m. Program

**Peter Harnik**

Tuesday, September 16

Location: First Congregational Church on the South Park Blocks (1126 SW Park Avenue)

Times: 6:15 p.m. Doors Open  
7:00 p.m. Program

**Neal Peirce**

*Author and Washington Post columnist*

Thursday, March 13



Neal Peirce is a foremost writer, among American journalists, on metropolitan regions — their political and economic dynamics, their emerging national and global roles. Known widely as a lecturer on regional, urban, federal system and community development issues, Peirce has been a familiar figure before civic, business, academic and professional groups nationally. He has appeared on *Meet the Press*, *The Today Show*, *National Public Radio* and local media across the country.

In 1975, Peirce began — and continues today — the United States' first national column focused on state and local government themes, syndicated by the Washington Post Writers Group. His 10-book series on America's states and regions culminated in "The Book of America: Inside 50 States Today" (W.W. Norton, 1983). His more recent books were "Citistates: How Urban America Can Prosper in a Competitive World" and "Breakthroughs: Recreating The American City."

**Galen Cranz**

*Professor of Architecture, University of California at Berkeley*

Tuesday, May 13



Professor Cranz teaches courses in the social and cultural bases of architectural and urban design. She studies the body and the near-environment, the office of the future, environmental sociology, and the sociology of parks.

She is the author of *The Chair: Rethinking Culture, Body and Design* and *The Politics of Park Design: A History of Urban Parks in America*. She is a Kellogg National leadership fellow and has received two Graham Foundation grants. She has also been in design teams awarded First Prize in a national competition for an inner-city park for St. Paul, First Prize for Parc La Villette, Paris, and Seventh Place in the Spectacle Island Design Competition, Boston and has served as juror for several urban design and public art competitions.

## **Shirley Franklin**

*Mayor of Atlanta, Georgia*

Tuesday, July 8



In 2001 Shirley Franklin, a first-time candidate for public office, was elected to serve as the 58th Mayor of the City of Atlanta. She was not only the first female mayor of Atlanta, but also the first African American woman to serve as mayor of a major southern city. Since her inauguration, Mayor Franklin has worked to build a "Best in Class" managed city by strengthening existing frameworks, implementing progressive changes and making the tough decisions necessary to improve Atlanta. In 2002 she appointed a task force that recommended the city double its green space to 6,000 acres within 10 years.

Mayor Franklin has been featured in *The New York Times*, *The Wall Street Journal*, *Fortune*, *Ebony*, *Black Enterprise* and many other local and national publications. In 2005, *Time Magazine* named her one of the top five mayors in the country; she is ranked among the top ten mayors in the world by the World Mayor internet organization and has been named one of "America's Best Leaders" by U.S. News and World Report and the Center for Public Leadership at Harvard University's Kennedy School of Government. In 2007, she was featured on the cover of *Newsweek Magazine*. Mayor Franklin is also a recipient of the 2005 John F. Kennedy Profile in Courage Award. In 2006, she won the Southern Institute for Business and Professional Ethics' Ethics Advocate Award

## **Peter Harnik**

*Director, Center for City Park Excellence at The Trust For Public Land*

Tuesday, September 16



Peter Harnik is an expert in why parks are a good financial investment for a community and how understanding these economic impacts can help us better evaluate the creation and maintenance of our parks.

He is the author of *Inside City Parks*, which explores the park and recreation systems of the 25 largest cities in the United States. In 2003 his research resulted in *The Excellent City Park System: What Makes it Great and How to Get There*. Previous to The Trust for Public Land, Harnik was co-founder and vice president of the Rails-to-Trails Conservancy, and he was also founder of the Coalition for the Capital Crescent Trail in Washington, D.C. A native of New York City, he is a 1970 graduate of The Johns Hopkins University in Baltimore.

# TUALATIN HILLS PARK & RECREATION DISTRICT



Serving Beaverton and the west side since 1955.

[8A]

## MEMO

**DATE:** January 23, 2008  
**TO:** The Board of Directors  
**FROM:** Doug Menke, General Manager

**RE:** Park District Staff Reorganization

### Overview

With the recent downgrade of the Assistant General Manager position, the opportunity now presents itself to make organizational changes that will increase the effectiveness and efficiency of the Management Team, the Business Services Division, the Planning and Development Department and, in effect, our operations as a whole. These changes are intended to create a renewed level of capacity and focus for the Management Team. Areas of benefit include, but are not limited to, enhanced general planning efforts, greater high-level planning process and engagement, as well as a better balance of responsibilities among the other three Director positions.

The proposed changes would result in the addition of one (1) new position, and the restructuring of duties among the three existing Director positions. The financial impact of the changes is noted in the chart below. A position-by-position summary is also noted below for the Board's review for each of the positions affected by the reorganization. In addition, a current and revised organizational chart and job description for the new proposed position is attached.

As you are aware, Board of Directors Policy 22.00 states:

*"It is the policy of the Tualatin Hills Park and Recreation District Board of Directors to delegate to the District's General Manager the authority to hire and fire all necessary personnel authorized in the adopted budget for a given fiscal year and to add new personnel positions to staff after adoption of the annual budget only with prior approval of the Board of Directors."*

I will be seeking formal Board action based on the above Board Policy for the creation of the new position, acknowledging that Board consensus was already received during the November 5, 2007 Regular Board Meeting regarding downgrading the Assistant General Manager position.

### Proposed Changes

#### Delay Assistant Operations Analyst

This position is currently funded within the FY 2007-08 Budget for six months beginning in early 2008. The proposal is to delay filling this position until the FY 2008-09 Budget cycle in order to provide funding within the current budget year for the addition of a new Director of Planning position.



### New Director of Planning

The proposal is to add a new Director of Planning position that would enable enhanced planning efforts. Future planning efforts must become more sensitive to the ways in which planning affects individual and community values. With a new Director of Planning position, more focus can be given to land issues (creativity and leverage necessity), as well as establishing and fostering more productive relationships with high-level planning staff at our partner agencies. Additional areas of focus for this position would include actively participating in the grant writing and proposed presentation process, greater high-level planning policy attention, ongoing governance and annexation management (Ordinance 624 and long-term annexation plan), North Bethany and West Bull Mountain concept planning, and Cooper Mountain Regional Park long-term planning.

While not specifically requiring Board approval, I do want to acknowledge two other reorganization components that I am pursuing regarding the Management Team.

### Move Maintenance Operations to Business Services Division

In addition, the Maintenance Operations Department will be transferred from the Park and Recreational Services Division to the Business Services Division. This reorganization will take advantage of management capacity in the Business Service Division. This will also provide enhanced coordination of safety and procurement functions with the Maintenance Operations Department and will provide a higher level of operational analysis and review. This would restructure the Director of Business Services position and retitle it as the Director of Business and Facilities.

### Move Legislative Advocacy to the Director of Park and Recreational Services

With the move of Maintenance Operations out of the Park and Recreational Services Division, the responsibility for legislative advocacy activities will be formally moved from the Director of Communications and Development to the Director of Park and Recreational Services. This formalizes past practice in this area and takes advantage of the experience and the relationships built by the existing Director of Park and Recreational Services in performing this activity over the past several years. Since many ORPA legislative issues involve active recreation programs, this also creates a direct link between program management and the legislative advocacy activity.

### 2007-08 Budget Analysis

Position	Salary	Payroll Tax	Benefits	Total
Assistant Operations Analyst (6 mos.)	28,008	2,473	10,735	41,216
<b>Total Savings</b>	<b>28,008</b>	<b>2,473</b>	<b>10,735</b>	<b>41,216</b>
New Director of Planning (3 mos.)	19,677	1,733	5,192	26,602
<b>Total New/Upgrade Cost</b>	<b>19,677</b>	<b>1,733</b>	<b>5,192</b>	<b>26,602</b>
<u>Net Savings/(Cost)</u>	<b>8,331</b>	<b>740</b>	<b>5,543</b>	<b>14,614</b>

### Summary

Based on my review of the current organization structure, the opportunity exists to enhance our organizational structure in order to enable further District initiatives while maintaining our current high quality and efficient operations.

If approved by the Board of Directors at your February 4, 2008 Regular Meeting, open recruitment for the Director of Planning position would proceed through the following timeline:

- Advertise Position – Three Weeks
- Screen Applications – One Week
- Interview Potential Applicants – Two Weeks
- Position Start Date – April 2008

I am confident that these steps in reorganization are in the best interest of our Park District and I look forward to discussing them further with the Board at your February meeting or earlier if you prefer.

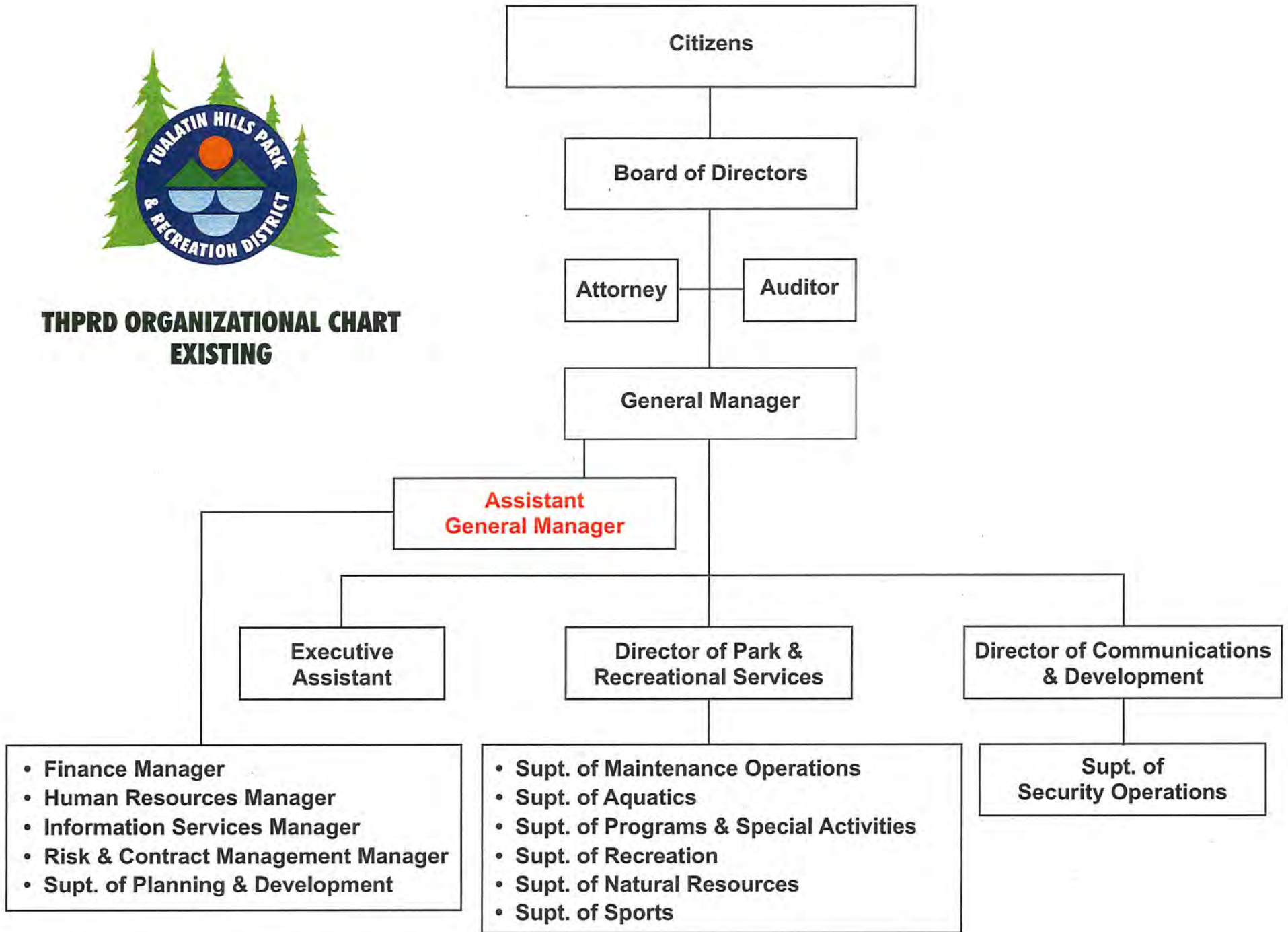
**Action Requested**

Board of Directors approval of the reorganization plan as presented and budgetary approval to make the following personnel adjustment within the Fiscal Year 2007-08 Budget:

1. Addition of a Director of Planning position and to begin the recruitment process immediately.



**THPRD ORGANIZATIONAL CHART  
EXISTING**





**THPRD ORGANIZATIONAL CHART  
PROPOSED**

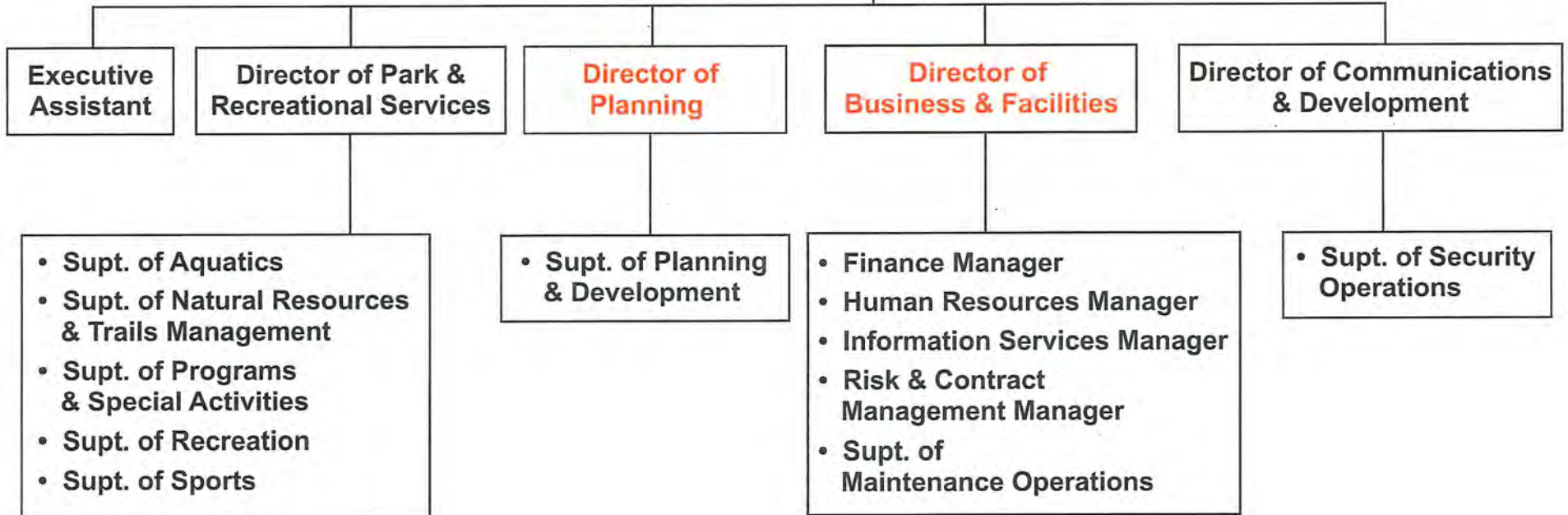
Citizens

Board of Directors

Attorney

Auditor

General Manager





## Tualatin Hills Park & Recreation District

Job Description for the Position of

### Full-time DIRECTOR OF PLANNING

**DEPARTMENT:** Administration  
**REPORTS TO:** General Manager  
**LOCATION:** Administration Office  
**HOURS:** 40 hours per week  
**SALARY RANGE:** (Appointments are typically made at the beginning of the salary range)

FLSA Status: Exempt, Grade 16  
Job Classification: Administration/Professional  
Union Representation: Unrepresented- At Will

#### **DEFINITION**

The Director of Planning plans, organizes, and directs the organization, financial management, administration, personnel and operations of the Planning and Development Division. The Director has full management and administrative responsibilities for a number of professional, technical, support and part-time staff and a wide array of planning and development activities.

The Director of Planning is responsible for Park District development activity, including: the capital improvement project plan, the system development charge (SDC) program, annexation, planning and implementation, land acquisition, comprehensive planning and land development; and related support services.

The Director of Planning is a highly visible position that will engage and participate in broad, high-level policy decisions and implementation with local and state partner agencies. The Director is expected to identify policy issues and work with other staff and agency staff to develop options and recommend solutions.

The Director of Planning provides oversight of the Division budget, and supervision of the Division Superintendent, and works closely with other District departments, local/state agencies and community organizations.

#### **DISTINGUISHING CHARACTERISTICS**

The Director of Planning is a member of the Management Team and is responsible for directing all projects and activities within the Planning and Development Division. The Director should be a progressive executive and visionary leader with responsibilities that are broad in scope and that allow for a high degree of program and administrative discretion. The Director will be a team oriented, collaborative participant in Park District operations and will encourage cooperation and mutual support with and among other staff.

## **SUPERVISION RECEIVED AND EXERCISED**

Works under the direct supervision of the General Manager and exercises supervision over assigned staff. The Director of Planning provides direction to and supervises the activities of one Superintendent, and is responsible for the indirect supervision of all subordinate Division staff (6 FTE).

## **ESSENTIAL JOB FUNCTIONS, (include but are not limited to, the following):**

Direct and manage Division operations. Develop, review, approve and implement departmental work plans, services, procedures and reports. Set performance standards. Evaluate performance and program effectiveness and take action for improvement as necessary. Develop, recommend, implement and administer policies and procedures.

Provide direction to staff to ensure District goals and objectives are met. Schedule, assign and review work. Recommend hiring decisions. Provide opportunities for developmental training and performance coaching to employees. Conduct performance evaluations. Respond to employee grievances and oversee the disciplinary process according to the collective bargaining agreement and Park District policy.

Direct and manage Division budget preparation and administration. Prepare cost estimates for budget recommendations; submit justification for budget items and monitor and control expenditures. Authorize payments to contractors and consultants. Aids in the preparation/review of applications seeking grant funding.

Direct and oversee all of the Park District's planning and development functions, including: capital improvement projects, the system development charge (SDC) program, land acquisition, including negotiations, consultant coordination, governance issues and the annexation program. Ensure compliance with the comprehensive plan, administrative policies and guidelines, methodologies, and State/Park District rules and regulations.

Serve as a member of the Park District Management Team. Participate in Park District Management Team discussions. Serve as an advisor to the General Manager. Provide analysis, consultation and recommendations as requested. Assist and advise other departments in related matters as appropriate.

Prepare specialized reports, including: zoning, transportation, and maintenance issues. Review other agencies' reports for potential impact on Park District operations. Represent the Park District in public forums and as the official appointee to inter-agency groups and the public.

Coordinate and provide long term strategic planning opportunities with Metro, Washington Count, City of Beaverton, Clean Water Services, Oregon Department of Transportation, etc.

Direct and manage programs for citizen participation in Park District and neighborhood projects/programs; ensure participation of citizens in decision-making processes. Respond to and resolve difficult and sensitive citizen inquiries and complaints. Advance and protect the interests of the Park District and the citizens it serves.

Represent the Park District to the public, before the media, in legal or administrative proceedings, to other organizations or entities, and in other situations as required. Make presentations and provide comment and testimony to elected and appointed Boards, Commissions and Councils. Monitor legislative interests for the Park District.

**ESSENTIAL JOB FUNCTIONS, (include but are not limited to, the following, continued):**

Exhibit leadership to staff, work teams and fellow employees. Serve as a role model for accomplishing the District's vision and goals through cooperation and teamwork. Create an environment in which employees are focused on producing excellent quality results and outstanding customer service.

Actively support safety and loss control measures. Ensure employees are held to departmental safety, security and loss control standards. Advance and protect the interests of the Park District and its citizens in all matters.

Actively promote and support diversity in the workplace through staffing, promotions, training and career development. Model and respect diversity in the workplace.

Serve on or provide departmental support to a variety of committees, task forces, project teams and advisory groups as necessary.

Perform other duties as assigned.

**QUALIFICATIONS**

Knowledge of:

Principles and practices of park and recreation project management, planning, design, construction and contract administration,

Laws and regulations governing community development and park planning.

Principles and practices of public/business administration practices and decision-making.

Strategic planning methods with an emphasis on services related to urban and park planning and plan review.

Public purchasing and contracting laws and regulations.

Principles and practices of natural resources applications in an urban environment.

Principles and practices of fiscal, statistical and administrative research and report preparation.

A variety of software applications, including: Windows, Microsoft Office Suite, and GroupWise.

Ability to:

Plan, coordinate, supervise and evaluate multiple activities, programs, projects and personnel.

Evaluate the effectiveness and efficiencies of various programs, processes and systems and develop sound recommendations and implement approved recommendations.

Successfully lead, including: planning, organizing, budgeting, staffing, scheduling, implementing, and evaluating programs and services.

Interpret and apply District policies, procedures and other applicable laws and regulations.

Effectively communicate in English, both orally and in writing, including the ability to speak in public to small and large groups, as well as the ability to effectively identify critical issues from a conversation and clearly disseminate such issues orally and in writing.

## **QUALIFICATIONS (Continued)**

### Ability to:

Work effectively under stress and maintain composure under adverse and highly stressful conditions.

Conceptual analysis and policy/program development and implementation.

Successfully manage the operations and budget of the Division.

Effectively manage multiple programs and staff, including: hiring, training, coaching, disciplinary action and performance management.

Demonstrate leadership behavior to employees, contractors, public officials, other agencies and the general public.

Build consensus. Work effectively in a collaborative, team oriented environment.

Operate a variety of office equipment, including: computers, phone system, fax and copy machine.

Work independently, as well as establish and maintain amiable relations with others both inside and outside the organization.

Effectively promote Park District interests with elected officials, businesses, staff from other agencies, and the public.

## **LICENSES, CERTIFICATIONS and OTHER REQUIREMENTS**

Must maintain a valid Oregon driver's license and good driving record.

## **WORKING CONDITIONS**

Duties are primarily performed in an office environment while sitting at a desk or working at a computer terminal. Requires regular talking in person and over the phone for extended periods of time. Incumbent is typically exposed to office noises and interruptions, such as printers, telephones, visitors, etc. The flow of work and character of duties involve normal mental and visual attention much or all of the time. Manual dexterity and coordination may be required, but make up less than 50% of the work period. Physical exertion may be to lift books, files or manuals weighing less than 15 pounds. Occasional dealing with distraught or difficult individuals. Requires occasional driving on public roadways. Regular attendance at meetings or activities outside of normal working hours.



**EXPERIENCE AND TRAINING GUIDELINES**

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be as follows:

Experience:

Seven (7) years experience in community planning and development, including; strategic planning, preparation and review of planning and development documents, contracts, capital improvement project management, community outreach, park and recreational planning and development and land acquisition

**AND**

Training:

Equivalent to a master's degree from an accredited college or university with major course work in urban planning, landscape architecture, engineering, construction management or related field.

**TO APPLY:**

1. You must complete a current THPRD application form.
2. Enclose a current resume.
3. Enclose a cover letter specifically describing how you meet the position qualifications.
4. All applications must be received by the Human Resources Department, 15707 SW Walker Rd. Beaverton, OR 97006, no later than 5:00 PM,\_\_\_\_\_.

**Note:** Failure to complete any of the above steps will result in the applicant not being considered further in the hiring process.

**Tualatin Hills Park and Recreation District is a Drug-Free workplace.**

01/08



Serving Beaverton and the west side since 1955.

# TUALATIN HILLS PARK & RECREATION DISTRICT

[8B]

## MEMO

**DATE:** January 29, 2008  
**TO:** Doug Menke, General Manager  
**FROM:** Steve Gulgren, Superintendent of Planning and Development

**RE:** **Gramor Development SDC Credit Project at Progress Lake Park**

### Summary

Gramor Development is proposing a SDC credit project that would provide additional site improvements at the Park District's Progress Lake Park. Gramor Development is seeking a preliminary letter of authorization from the Park District that will be submitted with their Land Use Application to the City of Beaverton. Gramor Development will return for a second presentation to the Board at a future date and at that time, they will seek final approval for the SDC credit project.

### Background

In April of 2003, the Board of Directors approved a SDC project with Polygon NW to provide park improvements at two locations now known as Progress Lake Park and Barrows Park. In March of 2006, the Park District accepted and transferred ownership of the new park and improvements at Progress Lake Park. The new improvements include a 12-acre lake, water feature, an ADA pathway system to a viewing deck, benches, lighting, irrigation system, plantings and native bank restoration plantings. Since the park's opening, staff has been contacted by several patrons requesting greater access to the lake including the opportunity to fish. Currently, the Park District has not allowed lake access beyond the viewing deck or any water activities because of the existing limited access.

In October of 2007, Gramor Development approached the Park District to request an easement to accommodate the development of their upcoming commercial town center. At the initial meeting, staff recognized a unique opportunity for both Gramor and the Park District to provide additional site improvements to Progress Lake Park. Staff has met with Gramor several times to discuss the opportunities further. On January 10, 2008, staff and Gramor held a public meeting to discuss Gramor's proposal to improve site amenities at Progress Lake Park as well as what other potential uses they would like to see in the park. The meeting was well attended with approximately 25 participants. The general census from the group was very supportive toward the Gramor proposal. The group also voiced interest in having more activities allowed at the lake edge and on the lake. The following are a few examples that were expressed: allowing fishing and have more fishing opportunities along the edge, installing picnic tables, concessionaire to rent small water craft or paddle boats.

### **Proposal Request**

Mr. Matt Grady, Senior Project Manager of Gramor Development, will make the first presentation to the Board regarding a proposed SDC credit project that would include site improvements to Progress Lake Park. The proposed improvements would include adding a staircase on the eastern lake edge between the proposed town center and a new viewing platform adjacent to the lake, installing a 5' wide pathway from the proposed town center to the existing park plaza area, extending an 8' wide pathway from the existing park plaza north along the lake edge to the new viewing platform, providing a dock or pier off the 8' wide pathway that would extend out into the lake, landscaping, retaining walls (as required) and site furniture. Gramor would coordinate the design of the new improvements with staff to ensure Park District standards and needs are met. They will also provide all design, permitting, bidding and final construction of the improvements.

The SDC credit fees from Phase 1 of the Gramor commercial development are estimated at \$65,000 and the proposed site improvements are estimated at \$79,579. Gramor Development is willing to fund the costs that exceed the SDC credit fees. Gramor Development is seeking a preliminary letter of authorization from the Park District to the City of Beaverton to include these improvements as part of the Gramor Development town center Land Use Application to be submitted in February. If these improvements are not included in the February submittal, Gramor Development will be required to submit an entire new package to the City which will cost an additional \$6,000 to \$8,000. Gramor Development will return for a second presentation to the Board at a future date and at that time, they will seek final Board approval for the SDC credit project. For more detailed information regarding the proposed project please refer to Gramor's proposal dated January 3, 2008 (attached).

### **Benefits of Proposal**

Gramor's proposal will provide more public access in the park including additional ADA pathways. It will allow more access to the lake edge that could potentially provide fishing opportunities. The improvements will also establish a connection to the adjacent proposed town center and the existing neighborhoods to the north.

### **Potential Downside of Proposal**

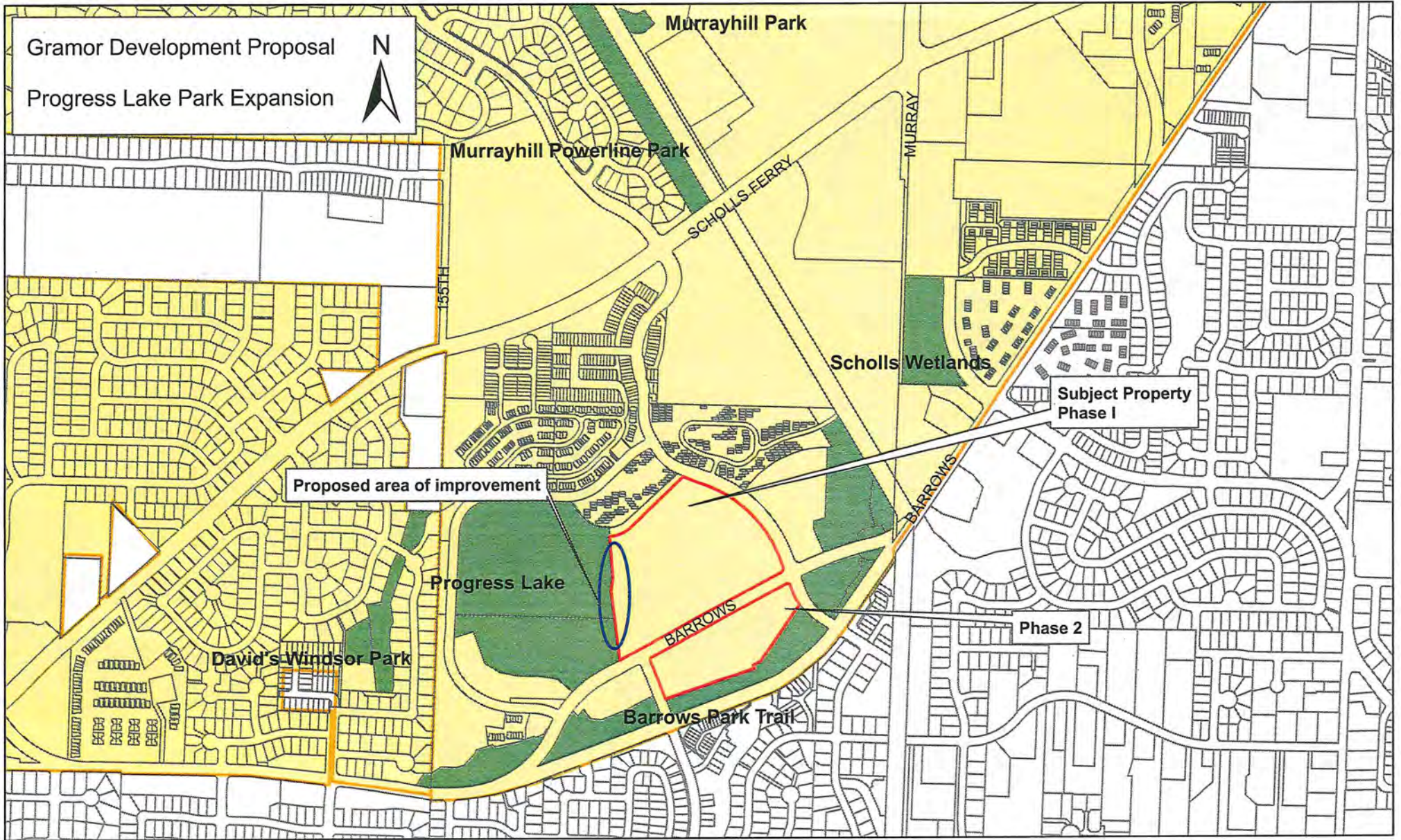
The proposal will create additional park operation/maintenance responsibilities.

### **Action Requested**

Board of Directors approval for the following:

1. Preliminary Board approval of the proposed SDC credit project and direction to staff to prepare a letter to the City of Beaverton authorizing the inclusion of these improvements in Gramor's February Land Use Application.
2. Authorization for staff to continue negotiating the SDC project proposal that includes the improvements as described above. Gramor Development will make a second presentation to the Board in the near future and will seek final Board approval of the proposed SDC credit project.







Gramor Development Proposal  
Progress Lake Park Expansion



Proposed area of improvement

Subject Property  
Phase I

Phase 2

Scholls Wetlands

David's Windsor Park

Progress Lake

Barrows Park Trail

MALLARD

SPARROW

SANDHILL

HORIZON

BARROWS

BARROWS







January 3, 2008

Mr. Steven Gulgren  
Mr. Gery Keck  
**Tualatin Hills Park & Recreation District**  
5500 SW Arctic Drive, Suite #2  
Beaverton, OR 97005

**RE: Request to Construct Improvements along the East Edge of the Pond at  
Progress Ridge in South Beaverton  
(Portions of 2S1 05AB 04700, 13.03 acres; 2S1 05AC 10100, 6.59 acres)**

Dear Gentleman:

Pursuant to our previous discussions, Gramor Development Inc. is submitting a formal request to construct a staircase, viewing area, two pathways and a dock along the east embankment of the Progress Ridge pond, located in south Beaverton, immediately north of SW Barrows Road. The proposed improvement is an expansion of the existing "Plaza Park" recently constructed by Polygon NW in conjunction with the Progress Ridge development. The improvements are proposed on property owned by THPRD in Exhibit A (assessor maps) and Exhibit B (air photo). The following sections discuss the background and details of the pathway proposal.

Background:

Polygon NW sought approvals from the City of Beaverton in 2002, for a planned unit development for the entire 110 acre area known as Progress Quarry, owned by the Morse Brothers. The overall master plan consists of 736 residential units and a 20-acre commercial core (in two parcels fronting SW Barrows Road) along with a 12-acre lake and open space. To achieve this configuration, SW Barrows Road was relocated from its previous location paralleling Summer Creek, northwards away from the creek, such that traffic is rerouted through the center of the commercial properties. The creek remains in its location and becomes a linear park for those Tigard and Washington County residents at the extreme south of the project. Both the lake and linear park are now in the jurisdiction of Tualatin Hills Park & Recreation District (THPRD).



The residential mix, in its final stages of development includes the following:

- 340 town home units (3 story, 2 – 3 bedrooms)
- 48 apartment units with tuck under parking (1 – 2 bedrooms)
- 144 apartment units with surface carport parking (1 – 2 bedrooms)
- 204 carriage flats (2 story, 1 – 2 bedrooms)

These residential areas are fully established with residents and functioning owner associations under the names of the Heights, Courtyard, Summit and the Highlands.

Gramor Development, Inc. is seeking approvals to develop the two commercial parcels located east of the pond totaling about 20 acres. The City's Development Code zones the property for mixed use commercial. The attached site plan identifies the current development proposal that will be under consideration by the City of Beaverton Planning Commission in March 2008 (Exhibit C). A key pedestrian path is planned to extend from the Highlands Residential units, south, along the shared property boundary between the town center and THPRD. This path ultimately terminates at SW Barrows Road at the existing "Plaza Park."

Proposal Details:

Gramor's proposed improvements for the staircase, viewing area, two paths and a dock are the results of meeting with THPRD staff members during the months of October, November and December 2007 (Exhibit D). The original intent was to seek THPRD approvals for encroaching on the eastern embankment to provide an enlarged viewing platform on the adjacent town center property. The discussions blossomed to seek Gramor's participation in expanding the existing path system and providing more access into and along the waters eastern edge. Staff suggested that Gramor construct the improvements in lieu of paying the Park System Development Charges (SDC's).

The City of Beaverton's conditions of approval (CUP 2002-0027, condition #5<sup>1</sup>) call for a continuous pathway through the site extending from the Highlands Residential units south to SW Barrows Road. City staff has interpreted this condition to be a pathway along the entire western edge of the north commercial property. The northern portion of the path will be constructed on the Highlands Property and land under control by Gramor Development, Inc. The southern portion of the path has two options: 1) along Gramor's western edge or 2) along THPRD eastern property on the embankment and waters edge. The preferred

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<sup>1</sup> The future developer of the northern commercial parcel area (Lot#207) shall provide a pedestrian accessway that connects the pathway located between the Loop Road and the northern boundary of Lot #207 to a location on the southern boundary of Lot #207 adjacent to the realigned SW Barrows Road. The pathway alignment through Lot #207 shall provide the most direct access across Lot #207 to the open space amenities located south and west of Lot #207. [Note Lot #207 is now Lot 50 of the Progress Ridge Plat, commonly called the "north commercial lot."]

route is along THPRD property pending Board approval. The fall back location is on Gramor's property, with no participation or benefit to THPRD.

Gramor's estimated SDC will be approximately \$65,000.00 for the proposed development on the commercial parcel situated north of SW Barrows Road. This is shown on Exhibit E (estimated SDC's). Group Mackenzie engineer's and landscape architect's have estimated the proposed improvements for the entire trail system and computed the difference in cost for just the southern portion, of which the SDC's would apply to provide the public benefit of the expanded path system (Exhibit F). As noted the SDC's do not cover the entire costs, however, Gramor is willing to cover the costs that exceed the \$65,000.00 SDC payment, as there is a mutual benefit for the town center.

Permit preparation and approvals for the pathway are ideally processed in conjunction with Gramor's permits for the north commercial parcel. Should the THPRD Board be unable to issue a letter of authorization to the City of Beaverton for the initial land use permit submittal in February 2008, a separate design review application will have to be prepared and submitted with separate public hearing to seek approval for this proposed improvement. This will have the affect of costing more money (estimated at \$6,000.00 – 8,000.00) for this separate application. We urge staff and the Board to allow this improvement to take place in conjunction with Gramor's improvements in an effort to reduce the permitting fees, which has a direct bearing on the proposed level of improvements.

The pathway is to be constructed in conjunction with Gramor's commercial improvements on the north parcel in 2009. The pathway is to be open to the public at the time of grand opening of the tenants on the north parcel, targeted between May and August of 2009.

Gramor's proposal includes the following:

1. Meetings with staff, neighborhood, THPRD Board members, City staff and Planning Commissioners.
2. Plan and permit preparations, payment of permit fees (land use and construction), land use and construction permit approvals.
3. Final design, construction and payment of improvements shown in Exhibit D including: expanded overlook (which overhangs in a 12-foot wide easement for vehicular parking, landscaping and retaining walls<sup>2</sup>), 8-foot to 16-foot wide staircase with handrails, viewing area

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<sup>2</sup> Document 2003-116387, Declaration of Easement. Non-exclusive easement over and upon the Easement Area for the purpose of allowing the overhang of vehicles parked on the Benefited Property to encroach upon the Easement Area, for the purpose of constructing, maintaining, repairing and replacing retaining walls in the Easement Area for the support of parking areas on the Benefited Property and for the purpose of installing and maintaining landscaping in the Easement Area, together with a right of ingress to and egress from the Easement Area for the foregoing purposes.

with benches, 8-foot wide path along water's edge, 5-foot wide ADA pathway, and a wooden dock extending into the lake, associated grading for all improvements.

4. Construction costs, if at the time of bidding exceed the estimates (Exhibit F), Gramor Development, Inc. assumes all responsibility for such increases.

Gramor Seeks Board Approval For:

1. Letter of authorization to the City of Beaverton to include the proposed path system as part of the land use and construction documents submitted to the City of Beaverton.
2. The proposed project as described above.
3. Payment of SDC's to be delayed until improvements are constructed and accepted by THPRD.
4. SDC rates shall be those in effect at the time of Board approval. Such rates shall be effective through the acceptance of the pathway by THPRD.
5. Maintain the improvements after the typical 1-year construction warranty period by the contractors.

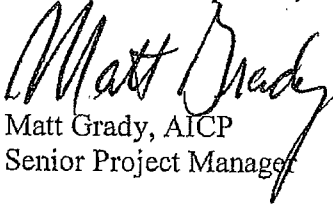
Public Benefits for the Proposal:

1. Expansion of existing facilities providing increased public access to a park facility that is largely inaccessible to the public.
2. Provides for future extension around the pond in subsequent phases.
3. Provides a unique link into the town center commercial properties with continuous access to adjacent residential neighborhoods.
4. Has the potential to relieve conflicts with park users seeking to reach the water's edge by expanding the linear frontage available for enjoyment.
5. Provides an additional ADA designed path linkage from the main plaza in the town center to the "Plaza Park".
6. Maximizes the efficiency of SDC's to provide a tangible improvement, minimizing THPRD staff time to administer the creation of such improvement.

Mr. Steven Gulgren  
Mr. Gery Keck  
Tualatin Hills Park & Recreation District  
January 3, 2008  
Page 5 of 5

This proposal is an excellent improvement to the THPRD's existing facility and will play a prime role in expanding the park provisions for the local neighborhood. We ask for favorable approval of this proposal at your earliest convenience. I can be reached at 503-245-1976 for additional information and clarifications. Thank you.

Sincerely,  
**Gramor Development, Inc.**

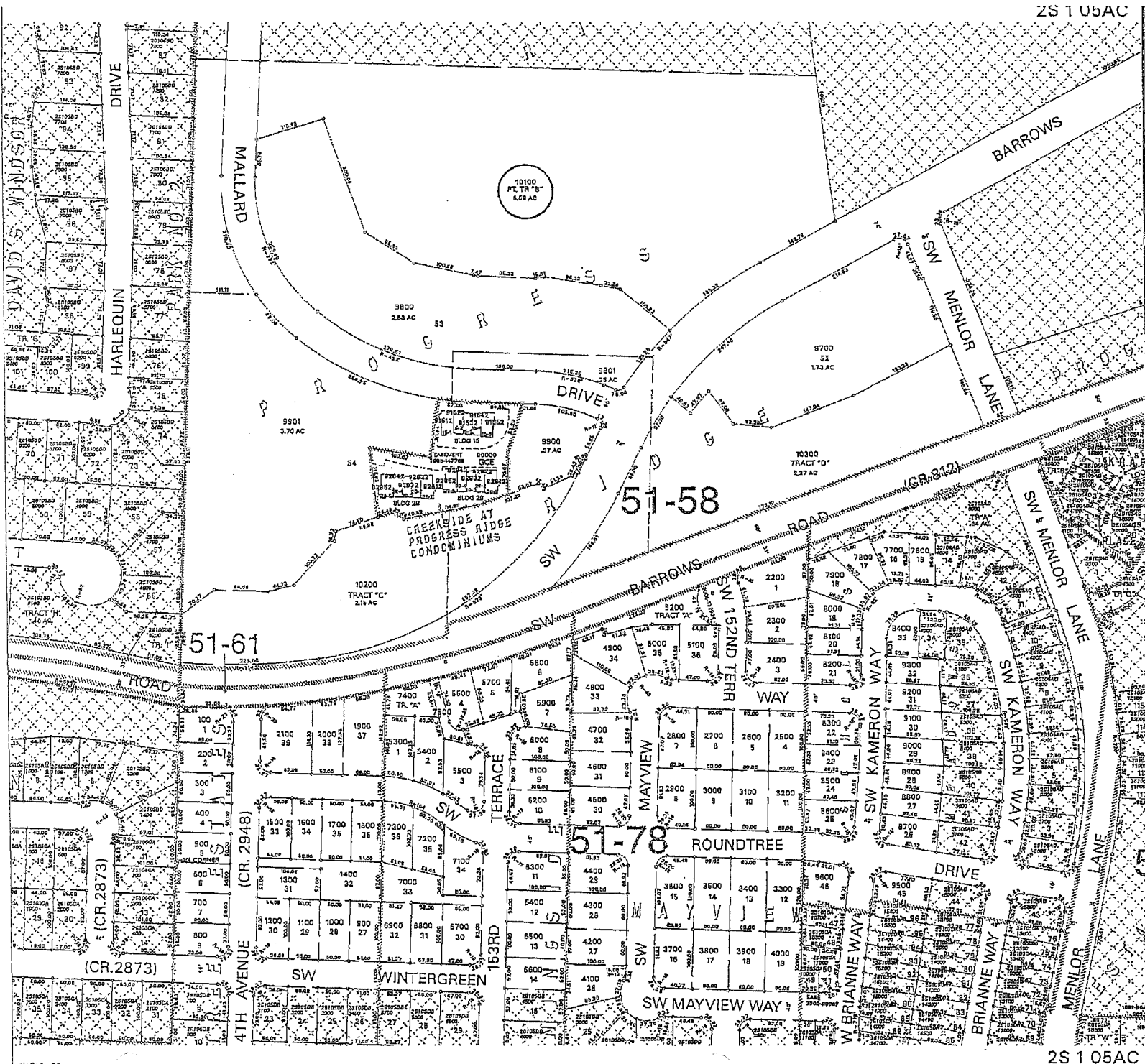
  
Matt Grady, AICP  
Senior Project Manager

MG:kw

Attachments:

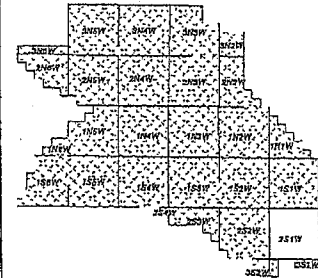
- Exhibit A: Assessor Maps
- Exhibit B: Existing Conditions Air Photo
- Exhibit C: North Commercial Site Plan
- Exhibit D: Pathway Plan
- Exhibit E: Estimated Park SDC's
- Exhibit F: Construction Cost Estimate
- Exhibit G: Declaration of Easement

cc: Dan Jenkins, Jan Mason, Todd Johnson/ Group Mackenzie

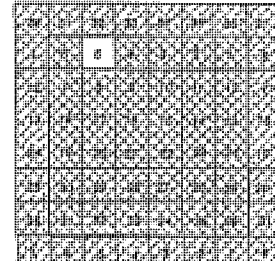


2S 1 05AC

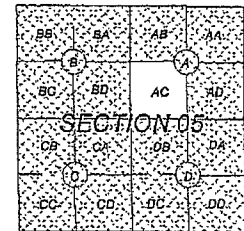
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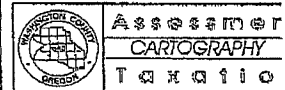
WASHINGTON COUNTY OREGON  
SW 1/4 NE 1/4 SECTION 05 T2S R1W W.M.  
SCALE 1" = 100'



FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT  
[www.co.washington.or.us](http://www.co.washington.or.us)



Cancelled Taxlots For: 2S105AC  
10022.

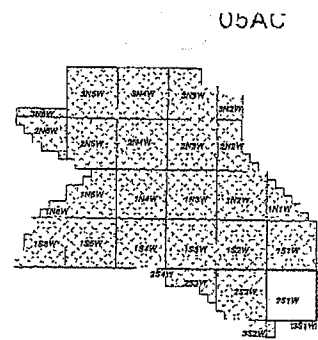
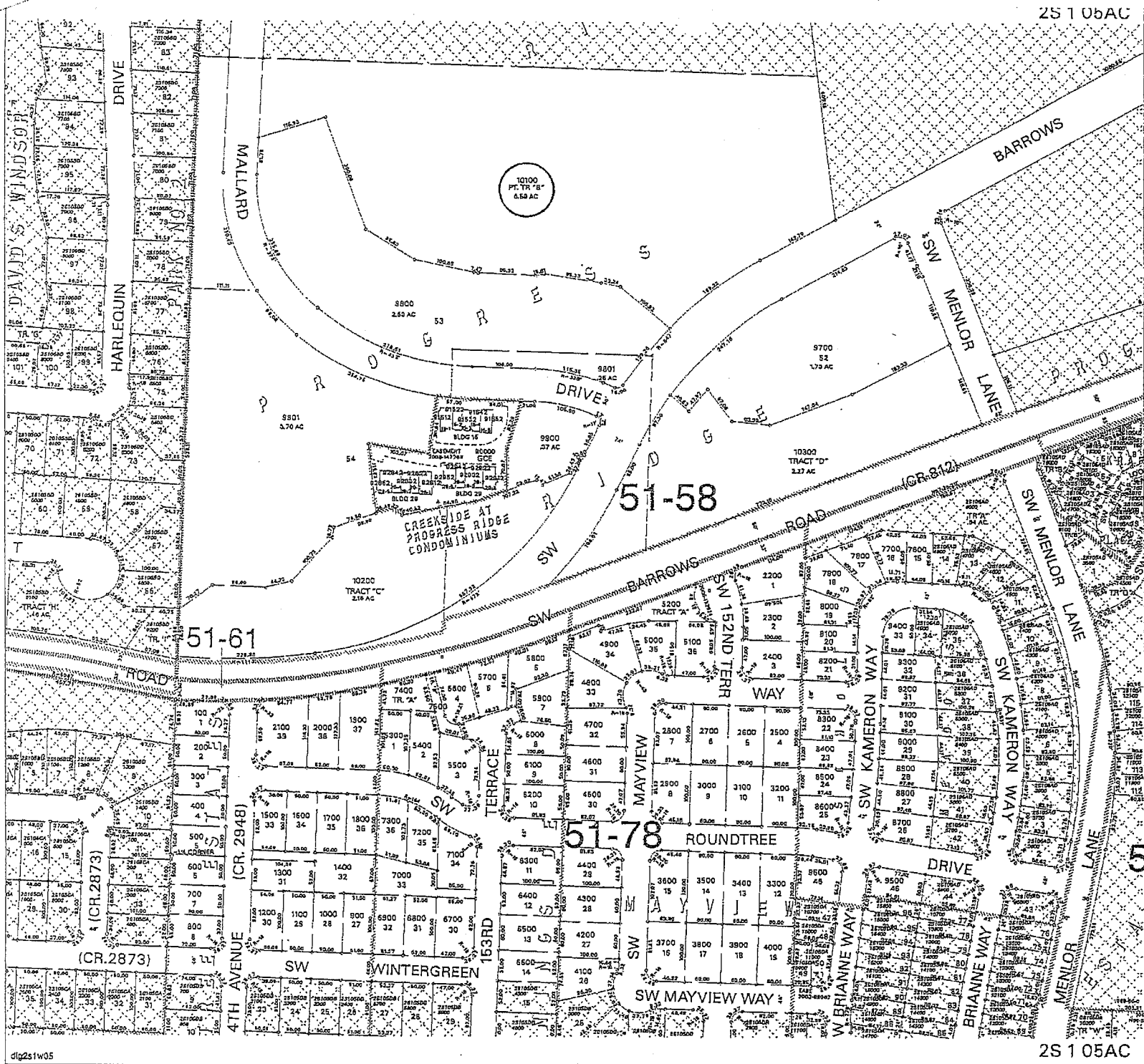


PLOT DATE: June 27, 2007  
FOR ASSESSMENT PURPOSE  
ONLY - DO NOT RELY ON  
FOR OTHER USE

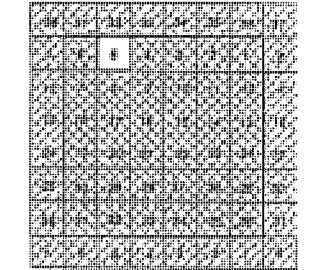
Map areas delineated by either gray shading or a cross-hatch pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate for the most current information.

BEAVERTON  
2S 1 05AC

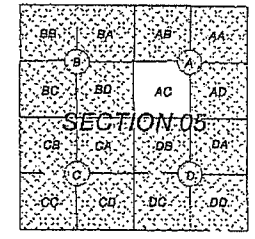
EXHIBIT  
A



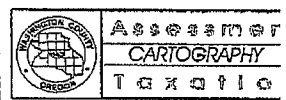
WASHINGTON COUNTY OREGON  
SW1/4 NE1/4 SECTION 05 T2S R1W W.M.  
SCALE 1" = 100'



FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT  
[www.co.washington.or.us](http://www.co.washington.or.us)



Cancelled Taxlots For: 2S105AC  
10000.



PLOT DATE: June 27, 2007  
FOR ASSESSMENT PURPOSE  
ONLY - DO NOT RELY ON  
FOR OTHER USE

Map areas delineated by either gray shading or a cross-hatch pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate for the most current information.

BEAVERTON  
2S 1 05AC

EXHIBIT A



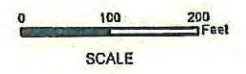






**Progress Ridge**  
Aerial Map

 Site



Source Data  
Base Data, Metro RUS Lite, February 2007

Geographic Projection Information  
NAD 83 HARN, Oregon North  
Lambert Conformal Conic



Location Map

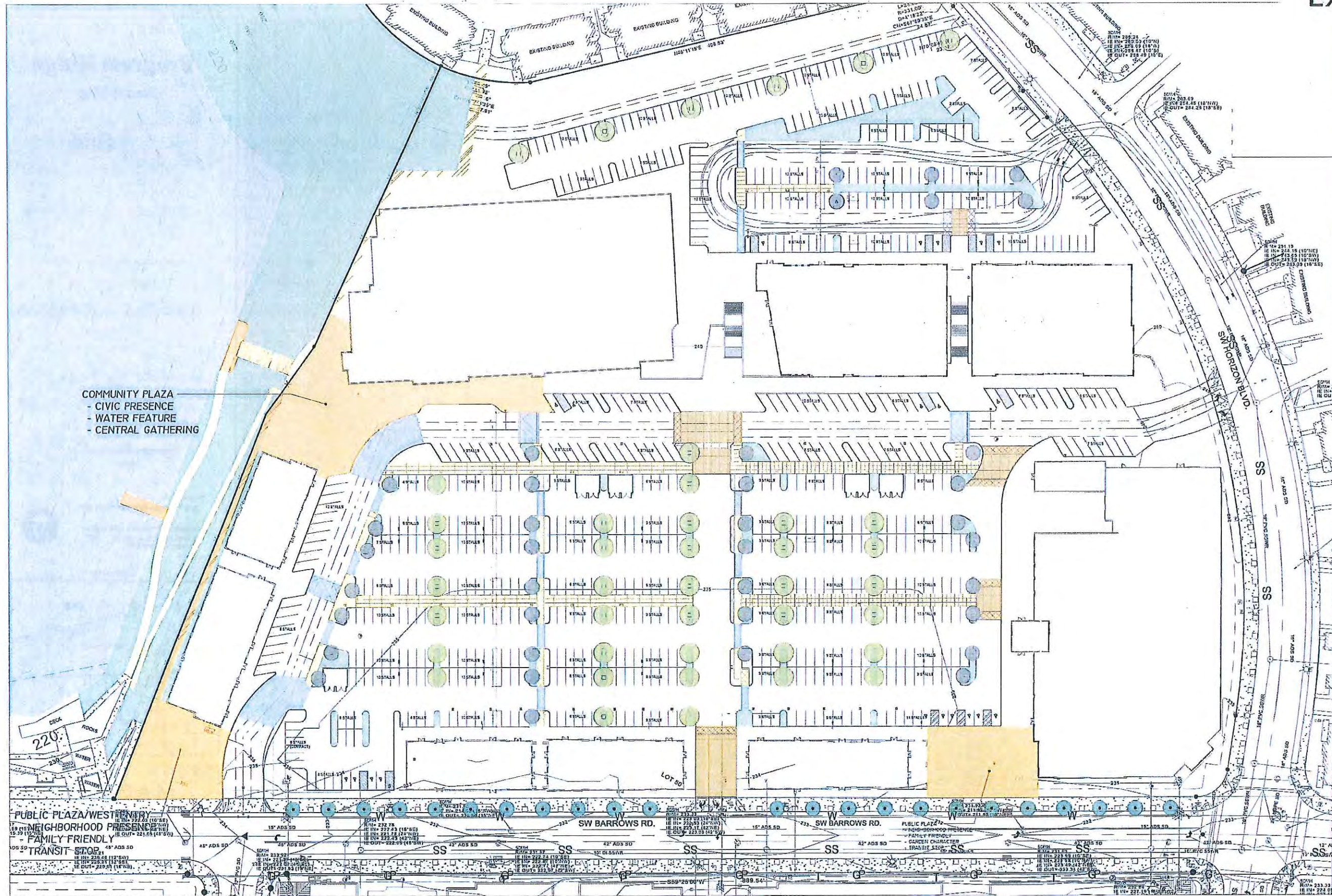


**GROUP MACKENZIE**  
PORTLAND, OR | SEATTLE, WA | VANCOUVER, WA  
RiverEast Center | 1515 Walker Avenue, Suite 1001 | Portland, OR 97216  
P.O. Box 14313 | Portland, OR 97293  
T: 503.224.9560 | F: 503.226.1235 | www.groupmackenzie.com

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Date: 05-22-07 Map Created by: RS  
File: ProgressRidge.mxd Project No: 2260384-00



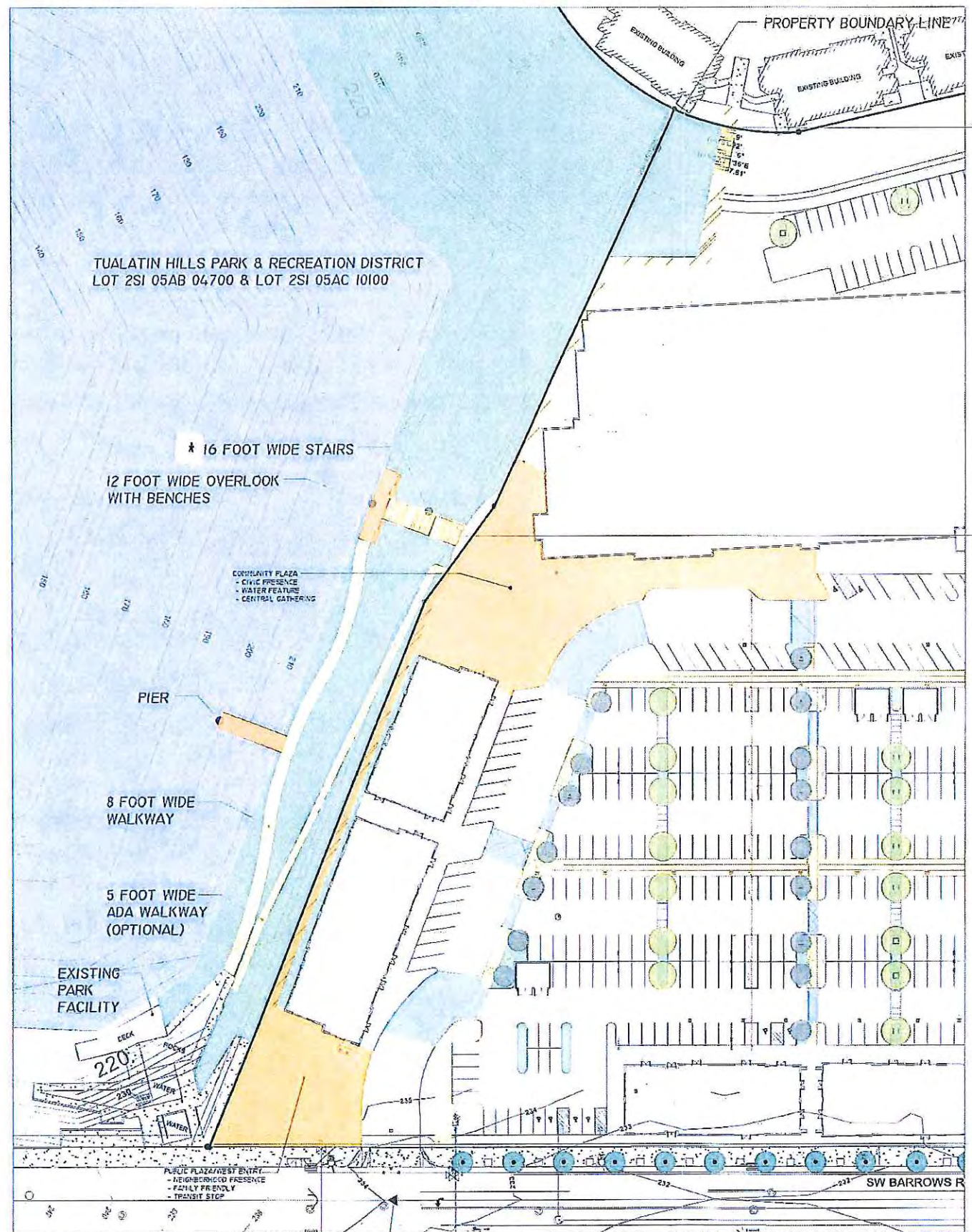


COMMUNITY PLAZA  
- CIVIC PRESENCE  
- WATER FEATURE  
- CENTRAL GATHERING

PUBLIC PLAZA/WEST ENTRY  
- NEIGHBORHOOD PRESENCE  
- FAMILY FRIENDLY  
- TRANSIT STOP

PUBLIC PLAZA  
- HIGH-END PRESENCE  
- FAMILY FRIENDLY  
- GREEN CHARACTER  
- TRANSIT STOP

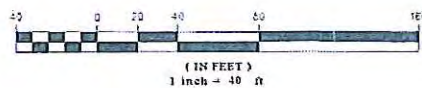




\*ACTUAL WIDTH TO RANGE FROM 8FT-16FT DEPENDING UPON FINAL DESIGN.

**WALKING PATH STUDY**

1" = 40'-0"



**G R O U P**  
**MACKENZIE**  
 Architecture  
 Interior Design  
 Land Use Planning  
 Civil Engineering  
 Structural Engineering  
 Transportation Planning  
 Landscape Architecture  
 Portland OR 503.224.9560  
 Vancouver WA 360.695.7879  
 Seattle WA 206.749.9999

Client  
**GRAMOR DEVELOPMENT**

Project  
**PROGRESS RIDGE**

GROUP MACKENZIE 2007  
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 NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT WRITTEN PERMISSION.

REVISIONS:  
 NO. DATE DESCRIPTION

SHEET TITLE:

DRAWN BY:

CHECKED BY:

SHEET:

JOB NO. **2060384.00**

PRELIMINARY ONLY

Progress Ridge North Commercial Parcel  
 Estimated Park SDC

**North Parcel**

		<u>sf/ employee</u>	<u>no of employees</u>
retail	58,000	700	83
restaurant	12,000	225	53
office	38,500	350	110
grocery	50,000	675	74
commercial amusement	49,000	1100	45
	<u>207,500</u>		<u>365</u>
		<u>Per Empl</u>	
<b>Fees:</b>	Jan-08	<b>\$176.00</b>	<b>\$64,207</b>

Progress Ridge Commercial Development  
Proposed Pathway Cost Estimates

1/3/2008 pathway cost estimates.xls

Cost Estimate to Construct Pathway on Gramor's Property

HIGHLANDS PARK PATH TO PLAZA

ITEM #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
	WALK	SF	2073	\$ 4.00	\$8,292
	STAIRS	SF	266	\$ 39.50	\$10,507
	RAILING (STAIRS)	LF	36	\$ 30.00	\$1,080
	10% CONTINGENCY				\$1,988
	SUBTOTAL				\$21,867

PLAZA TO SW BARROWS ROAD

ITEM #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
	WALK	SF	2042	\$ 4.00	\$8,168
	RAILING	LF	340	\$ 30.00	\$10,200
	10% CONTINGENCY				\$817
	SUBTOTAL				\$19,185
	TOTAL COST				\$41,052



**Cost Estimate to Construct the Northern Portion on Gramor's Property and Southern Portion on THPRD Property**

HIGHLANDS PARK PATH TO PLAZA (same as above)

ITEM #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
	WALK	SF	2073	\$ 4.00	\$8,292
	STAIRS	SF	266	\$ 39.50	\$10,507
	RAILING (STAIRS)	LF	36	\$ 30.00	\$1,080
	10% CONTINGENCY				\$1,988
	SUBTOTAL				\$21,867

PLAZA TO SW BARROWS ROAD

ITEM #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
<b>EARTHWORK</b>					
	GRADING	LUMP SUM		\$ 10,000.00	\$10,000
	EROSION CONTROL	LUMP SUM		\$ 2,500.00	\$2,500
<b>PAVING</b>					
	CONCRETE STAIRS (10-ft wide average width)	SF	420	\$ 39.50	\$16,590
	5 FT. WIDE CONCRETE WALK	SF	1657	\$ 5.00	\$8,285
	8 FT. WIDE CONCRETE WALK	SF	2522	\$ 5.00	\$12,610
	CONCRETE OVERLOOK	SF	548	\$ 5.00	\$2,740
<b>WALLS</b>					
	30" SEGMENTED RETAINING WALL @ 5 FT. WALK	LF	320	\$ 20.00	\$6,400
	30" SEGMENTED RETAINING WALL @ 8 FT. WALK	LF	316	\$ 20.00	\$6,320
	18" DEEP THICKENED EDGE @ 8 FT. WALK	LF	315	\$ 20.00	\$6,300
	30" SEGMENTED RETAINING WALL @ OVERLOOK	LF	90	\$ 20.00	\$1,800
<b>RAILING</b>					
	STAIR RAILING (BOTH SIDES)	LF	103	\$ 30.00	\$3,090
	GUARD RAILING @ OVERLOOK	LF	55	\$ 30.00	\$1,650
<b>MISC.</b>					
	PIER	SF	565		\$7,500
	BENCHES	NUM	4	\$ 1,000.00	\$4,000
	SUBTOTAL				\$89,785
	10% CONTINGENCY				\$8,979
	TOTAL				\$98,764
	TOTAL TRAIL COST				\$120,630



Progress Ridge Commercial Development  
Proposed Pathway Cost Estimates

1/3/2008 pathway cost estimates.xls

Park Credits (refer to Park SDC worksheet)	\$65,000
Cost Difference Between "Plaza to SW Barrows" Pathway On Gramor Property vs THPRD Property	\$79,579
Costs to Pay after Credits Applied	\$14,579

NOTE: All costs prepared by Group Mackenzie, November and December 2007.

Washington County, Oregon - 2003-116387  
 07/17/2003 12:51:37 PM  
 D-E Crit=1 Size=4 A DUYCK  
 \$45.00 \$8.00 \$11.00 - Total = \$62.00



00383381200301163870090081  
 I, Jerry Hanson, Director of Assessment and Taxation  
 and Ex-Officio County Clerk for Washington County,  
 Oregon, do hereby certify that the within instrument of  
 writing was received and recorded in the book of  
 records of said county.  
 Jerry Hanson  
 Jerry R. Hanson, Director of Assessment and Taxation,  
 Ex-Officio County Clerk



After Recording Return to:  
 Dennis Ashenfelter  
 130 W. First Ave.  
 Albany, OR 97321-0219

### DECLARATION OF EASEMENT

THIS DECLARATION OF EASEMENT is made this 15<sup>th</sup> day of July, 2003  
 by Progress Quarry, LLC ("Declarant").

#### RECITALS

A. Declarant is the owner of that certain real property ("Burdened Property") more particularly described in attached Exhibit A and that certain real property ("Benefited Property") more particularly described in attached Exhibit B.

B. Declarant desires to establish an easement for parking set back purposes over a portion of the Burdened Property as more particularly described in attached Exhibit C (the "Easement Area") for the benefit of the Benefited Property.

NOW, THEREFORE, Declarant hereby declares that the Burdened Property and the Benefited Property shall be held, sold and conveyed subject to the following easements and covenants, which shall run with the Burdened Property and the Benefited Property and each and every parcel or portion thereof, and shall be binding upon all parties having or acquiring the right, title or interest therein, and shall inure to the benefit of any successor to Declarant in the ownership thereof:

1. Grant of Easement. Subject to the restrictions set forth in this Declaration, the Benefited Property shall have a perpetual, nonexclusive easement over and upon the Easement Area for the purpose of allowing the overhang of vehicles parked on the Benefited Property to encroach upon the Easement Area, for the purpose of constructing, maintaining, repairing and replacing retaining walls in the Easement Area for the support of parking areas on the Benefited Property, and for the purpose of installing and maintaining landscaping in the Easement Area, together with a right of ingress to and egress from the Easement Area for the foregoing purposes.

2. No Build. The owner of the Burdened Property shall not construct any improvements in the Easement Area.

3. Slope Stability. If the owner of the Benefited Property alters the slope of the Easement Area or of the Benefited Property, the owner of the Benefited Property shall, at its expense, promptly stabilize the slope and take all appropriate measures to maintain slope stability.

4. Restrictions. All activities on and use of the Easement Area shall be in compliance with all applicable laws, statutes, ordinances, rules, regulations, and requirements of any governmental authority. All work shall be performed promptly, diligently, in a good and workman like manner, and free of liens. The owner of the Benefited Property shall maintain in good condition and repair all improvements and landscaping on the Easement Area that are installed by the owner of the Benefited Property.

5. Restoration. Upon completion of any construction, maintenance, repair or replacement by the owner of the Benefited Property of the retaining walls described herein, the owner of the Benefited Property shall restore the surface of and any improvements on the Easement Area to its previous condition (subject to any retaining walls, slope alteration or landscaping installed as permitted by this Declaration).

6. Landscaping. The owner of the Benefited Property may install and maintain landscaping in the Easement Area comparable in quality to the landscaping on the Benefited Property.

7. Liability Insurance. The owner of the Benefited Property shall maintain, at its expense, commercial general liability insurance in force at all times relating to all activities, conditions, operations and usages by the owner of the Benefited Property on or about the Easement Area, and shall cause the owner of the Burdened Property to be added as an additional insured on such insurance. Such insurance shall have a minimum limit of not less than \$1,000,000. The insurance company providing the insurance shall be licensed to do business in Oregon and shall be rated by AM Best as A- or better with financial size category of VII or larger. The owner of the Benefited Property shall provide the owner of the Burdened Property an insurance certificate that evidences coverage before the owner of the Benefited Property enters upon the Easement Area and thereafter promptly shall provide to the owner of the Burdened Property copies of all renewals and extensions of such insurance upon the owner of the Burdened Property's request.

8. Exculpation. The owner of the Burdened Property shall have no liability to the owner of the Benefited Property for damage to or loss of any persons or property on or about the Easement Area.

9. Benefits and Burdens. The benefits and burdens of the easements and covenants contained in this Declaration shall run with the land so benefitted and burdened.

10. Indemnity. The owner of the Benefited Property shall forever defend, indemnify and hold the owner of the Burdened Property harmless from any claim, loss or liability arising out of or in any way connected with the use of the easement created by this Declaration.



11. Remedies. In the event of any breach of the provisions of this Declaration, the aggrieved party shall be entitled to exercise any remedies permitted by law or equity, including without limitation, the remedies of injunction and specific performance.

12. Attorneys' Fees. In the event litigation is commenced to enforce or interpret the provisions of this Declaration, including any appeal therefrom, the prevailing party shall recover from the other party, in addition to all other costs and damages provided by law, reasonable attorneys' fees as determined by the Court at trial and on any appeal or petition for review thereof.

13. Notices. Any notice under this Declaration shall be in writing and shall be effective when actually delivered, or if mailed, when posted as certified mail, return receipt requested, postage prepaid. Mail shall be directed to the address of the record owner of the property in question, at the address for tax statements as shown on the real property tax records of Washington County, Oregon, or to such other address as a party may specify by notice to the other.

Progress Quarry, LLC

By: J. Franklin Morse

Its: Operating Manager

STATE OF OREGON }  
COUNTY OF LINN } ss.

This instrument was acknowledged before me this 15<sup>th</sup> day of July, 2003, by J. Franklin Morse, Operating Manager of Progress Quarry LLC, an Oregon limited liability company, on its behalf.

Dennis D. Ashenfelter

Notary Public  
My commission expires: 08-31-06  
Commission No.: 359923

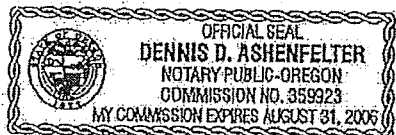




EXHIBIT "A"

Burdened Property

LEGAL DESCRIPTION:

A TRACT OF LAND BEING A PORTION OF THAT PARCEL OF LAND DESCRIBED IN DEED TO PROGRESS QUARRY, LLC, AN OREGON LIMITED LIABILITY COMPANY IN DEED DOCUMENT NO. 98028038, WASHINGTON COUNTY DEED RECORDS LOCATED IN THE NORTHEAST QUARTER OF SECTION 5, TOWNSHIP 2 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, IN THE CITY OF BEAVERTON, WASHINGTON COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC." AT THE INTERSECTION OF THE WESTERLY LINE OF SAID PROGRESS QUARRY LLC PARCEL AND THE NORTHERLY RIGHT-OF-WAY LINE OF S.W. BARROWS ROAD, (COUNTY ROAD NO. 812) 30.00 FEET NORTHERLY OF THE CENTERLINE THEREOF, WHEN MEASURED PERPENDICULAR THERETO, SAID WESTERLY LINE BEING THE EASTERLY LINE OF THE PLAT "DAVID'S WINDSOR PARK NO. 2", WASHINGTON COUNTY PLAT RECORDS, SAID INTERSECTION BEARS NORTH 00°14'49" EAST, 5.19 FEET FROM A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "ALPHA ENG., INC." AT THE SOUTHEAST CORNER OF SAID PLAT; THENCE ALONG SAID WESTERLY LINE NORTH 00°14'49" EAST, 1013.56 FEET TO THE NORTHWEST CORNER OF PARCEL 2 AS DESCRIBED IN SAID DEED DOCUMENT NO. 98028038, A 1" IRON PIPE LEANING SOUTHEAST BEARS SOUTH 76°11'38" EAST, 1.02 FEET; THENCE ALONG THE NORTHERLY LINE OF SAID PARCEL 2 AND PARCEL 4 AS DESCRIBED IN SAID DEED DOCUMENT NO. 98028038 NORTH 89°48'43" EAST, 1029.75 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE LEAVING SAID NORTHERLY LINE SOUTH 08°59'28" EAST, 243.17 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 30°35'00" EAST, 74.00 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE NORTH 59°25'00" EAST, 164.12 FEET TO THE BEGINNING OF A NON-TANGENT CURVE AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG THE ARC OF A 11.00 FOOT RADIUS CURVE CONCAVE SOUTHEASTERLY, THROUGH A CENTRAL ANGLE OF 83°03'26" (THE LONG CHORD OF WHICH BEARS SOUTH 17°53'17" WEST, 14.59 FEET) AN ARC DISTANCE OF 15.95 FEET TO A POINT OF TANGENCY AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 23°38'26" EAST, 345.83 FEET TO THE NORTHERLY RIGHT-OF-WAY LINE OF S.W. BARROWS ROAD, (COUNTY ROAD NO. 812) 50.00 FEET NORTHERLY OF THE CENTERLINE THEREOF, WHEN MEASURED PERPENDICULAR THERETO AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG SAID NORTHERLY RIGHT-OF-WAY LINE SOUTH 67°35'38" WEST, 660.56 FEET TO THE SOUTHEAST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO C.G. GREDVIG AND BLANCHE L. GREDVIG IN DEED DOCUMENT NO. 85010542, WASHINGTON COUNTY DEED RECORDS AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG THE EASTERLY LINE OF SAID GREDVIG TRACT NORTH 00°12'03" EAST, 327.60 FEET TO THE NORTHEAST CORNER OF SAID GREDVIG TRACT, A 1/2" IRON PIPE LEANING SOUTHWEST BEARS SOUTH 71°34'33" WEST, 0.83 FEET;

THENCE ALONG THE NORTHERLY LINE OF SAID GREDVIG TRACT SOUTH 89°45'43" WEST, 332.26 FEET TO THE NORTHWEST CORNER OF SAID GREDVIG TRACT AND A 1/2" IRON PIPE; THENCE ALONG THE WESTERLY LINE OF SAID GREDVIG TRACT AND THE SOUTHERLY EXTENSION SOUTH 00°12'03" WEST, 476.99 FEET TO SAID NORTHERLY RIGHT-OF-WAY LINE OF S.W. BARROWS ROAD, (COUNTY ROAD NO. 812) 30.00 FEET NORTHERLY OF THE CENTERLINE THEREOF, WHEN MEASURED PERPENDICULAR THERETO, THE BEGINNING OF A NON-TANGENT CURVE AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG SAID NORTHERLY RIGHT-OF-WAY LINE ALONG THE ARC OF A 1120.00 FOOT RADIUS CURVE CONCAVE NORTHERLY, THROUGH A CENTRAL ANGLE OF 01°05'07" (THE LONG CHORD OF WHICH BEARS SOUTH 74°45'05" WEST, 21.22 FEET) AN ARC DISTANCE OF 21.22 FEET TO A POINT OF TANGENCY AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 75°17'39" WEST, 90.62 FEET TO THE BEGINNING OF A TANGENT CURVE AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG THE ARC OF A 1120.00 FOOT RADIUS CURVE CONCAVE NORTHERLY, THROUGH A CENTRAL ANGLE OF 17°13'52" (THE LONG CHORD OF WHICH BEARS SOUTH 83°54'35" WEST, 335.56 FEET) AN ARC DISTANCE OF 336.83 FEET TO THE POINT OF BEGINNING.

CONTAINS 903,437 SQUARE FEET (20.740 ACRES), MORE OR LESS.

AND

LEGAL DESCRIPTION:

A TRACT OF LAND BEING A PORTION OF THAT PARCEL OF LAND DESCRIBED IN DEED TO PROGRESS QUARRY, LLC, AN OREGON LIMITED LIABILITY COMPANY IN DEED DOCUMENT NO. 98028038, WASHINGTON COUNTY DEED RECORDS LOCATED IN THE NORTHEAST QUARTER OF SECTION 5, TOWNSHIP 2 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, IN THE CITY OF BEAVERTON, WASHINGTON COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC." AT THE INTERSECTION OF THE WESTERLY LINE OF SAID PROGRESS QUARRY LLC PARCEL AND THE NORTHERLY RIGHT-OF-WAY LINE OF S.W. BARROWS ROAD, (COUNTY ROAD NO. 812) 30.00 FEET NORTHERLY OF THE CENTERLINE THEREOF, WHEN MEASURED PERPENDICULAR THERETO, SAID WESTERLY LINE BEING THE EASTERLY LINE OF THE PLAT "DAVID'S WINDSOR PARK NO. 2", WASHINGTON COUNTY PLAT RECORDS, SAID INTERSECTION BEARS NORTH 00°14'49" EAST, 5.19 FEET FROM A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "ALPHA ENG., INC." AT THE SOUTHEAST CORNER OF SAID PLAT; THENCE ALONG SAID WESTERLY LINE NORTH 00°14'49" EAST, 1013.55 FEET TO THE TRUE POINT OF BEGINNING AT THE SOUTHWEST CORNER OF PARCEL 1 AS DESCRIBED IN SAID DEED DOCUMENT NO. 98028038, A 1" IRON PIPE LEANING SOUTHEAST BEARS SOUTH 76°11'38" EAST, 1.02 FEET; THENCE CONTINUING ALONG SAID WESTERLY LINE NORTH 00°14'49" EAST, 1254.83 FEET TO THE NORTHWEST CORNER OF SAID PROGRESS QUARRY LLC PARCEL, A 3/4" IRON PIPE BEARS SOUTH 54°07'27" EAST, 1.28 FEET; THENCE ALONG THE NORTHERLY LINE OF SAID PROGRESS QUARRY LLC PARCEL NORTH 89°51'08" EAST, 1121.49 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE LEAVING SAID NORTHERLY LINE SOUTH 00°00'15" EAST, 40.78 FEET TO THE BEGINNING OF A TANGENT CURVE AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG THE ARC OF A 331.00 FOOT RADIUS CURVE CONCAVE EASTERLY, THROUGH A CENTRAL ANGLE OF 31°38'20" (THE LONG CHORD OF WHICH BEARS SOUTH 15°49'25" EAST, 180.47 FEET) AN ARC DISTANCE OF 182.78 FEET TO A POINT OF TANGENCY AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 31°38'35" EAST, 65.00 FEET TO THE BEGINNING OF A TANGENT CURVE AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG THE ARC OF A 331.00 FOOT RADIUS CURVE CONCAVE NORTHEASTERLY, THROUGH A CENTRAL ANGLE OF 38°30'11" (THE LONG CHORD OF WHICH BEARS SOUTH 50°53'41" EAST, 218.27 FEET) AN ARC DISTANCE OF 222.43 FEET TO A POINT OF TANGENCY AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 70°08'46" EAST, 23.07 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 44°42'16" WEST, 416.64 FEET TO THE BEGINNING OF A TANGENT CURVE AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC.":

Exhibit A Page 2 of 3



THENCE ALONG THE ARC OF A 200.00 FOOT RADIUS CURVE CONCAVE NORTHERLY, THROUGH A CENTRAL ANGLE OF 39°39'36" (THE LONG CHORD OF WHICH BEARS SOUTH 64°32'04" WEST, 135.69 FEET) AN ARC DISTANCE OF 138.44 FEET TO A POINT OF NON-TANGENCY AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 06°15'32" EAST, 243.80 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 05°30'16" WEST, 81.73 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 08°59'28" EAST, 162.00 FEET TO THE SOUTHERLY LINE OF SAID PARCEL 1 AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG SAID SOUTHERLY LINE SOUTH 89°45'43" WEST, 1029.75 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINS 1,414,629 SQUARE FEET (32.475 ACRES), MORE OR LESS.

Exhibit A Page 2 Of 3



2003-116387

Copy of Exhibit A.max



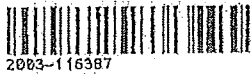
EXHIBIT "B"

Benefitted Property

LEGAL DESCRIPTION:

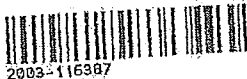
A TRACT OF LAND BEING A PORTION OF THAT PARCEL OF LAND DESCRIBED IN DEED TO PROGRESS QUARRY, LLC, AN OREGON LIMITED LIABILITY COMPANY IN DEED DOCUMENT NO. 98028038, WASHINGTON COUNTY DEED RECORDS LOCATED IN THE NORTHEAST QUARTER OF SECTION 5, TOWNSHIP 2 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, IN THE CITY OF BEAVERTON, WASHINGTON COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC." AT THE INTERSECTION OF THE WESTERLY LINE OF SAID PROGRESS QUARRY LLC PARCEL AND THE NORTHERLY RIGHT-OF-WAY LINE OF S.W. BARROWS ROAD, (COUNTY ROAD NO: 812) 30.00 FEET NORTHERLY OF THE CENTERLINE THEREOF, WHEN MEASURED PERPENDICULAR THERETO, SAID WESTERLY LINE BEING THE EASTERLY LINE OF THE PLAT "DAVID'S WINDSOR PARK NO. 2", WASHINGTON COUNTY PLAT RECORDS, SAID INTERSECTION BEARS NORTH 00°14'49" EAST, 5.19 FEET FROM A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "ALPHA ENG., INC." AT THE SOUTHEAST CORNER OF SAID PLAT; THENCE ALONG SAID WESTERLY LINE NORTH 00°14'49" EAST, 1013.55 FEET TO THE NORTHWEST CORNER OF PARCEL 2 AS DESCRIBED IN SAID DEED DOCUMENT NO. 98028038; A 1" IRON PIPE LEANING SOUTHEAST BEARS SOUTH 76°11'38" EAST, 1.02 FEET; THENCE ALONG THE NORTHERLY LINE OF SAID PARCEL 2 AND PARCEL 4 AS DESCRIBED IN SAID DEED DOCUMENT NO. 98028038 NORTH 89°45'43" EAST, 1029.75 FEET TO THE TRUE POINT OF BEGINNING AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE LEAVING SAID NORTHERLY LINE NORTH 08°59'28" WEST, 162.00 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE NORTH 05°30'16" EAST, 81.73 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE NORTH 06°15'32" WEST, 243.80 FEET TO THE BEGINNING OF A NON-TANGENT CURVE AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG THE ARC OF A 200.00 FOOT RADIUS CURVE CONCAVE NORTHERLY, THROUGH A CENTRAL ANGLE OF 39°39'38" (THE LONG CHORD OF WHICH BEARS NORTH 64°32'04" EAST, 135.69 FEET) AN ARC DISTANCE OF 138.44 FEET TO A POINT OF TANGENCY AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE NORTH 44°42'16" EAST, 416.64 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 70°08'46" EAST, 84.70 FEET TO THE BEGINNING OF A TANGENT CURVE AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG THE ARC OF A 514.00 FOOT RADIUS CURVE CONCAVE NORTHEASTERLY, THROUGH A CENTRAL ANGLE OF 03°52'04" (THE LONG CHORD OF WHICH BEARS SOUTH 72°04'48" EAST, 34.69 FEET) AN ARC DISTANCE OF 34.70 FEET TO A POINT OF REVERSE CURVATURE AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG THE ARC OF A 707.00 FOOT RADIUS CURVE CONCAVE SOUTHWESTERLY, THROUGH A CENTRAL ANGLE OF 51°42'50" (THE LONG CHORD OF WHICH BEARS SOUTH 48°09'25" EAST, 616.68 FEET) AN ARC DISTANCE OF 638.12 FEET TO A POINT OF TANGENCY AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC.;"



THENCE SOUTH 22°18'00" EAST, 214.04 FEET TO THE BEGINNING OF A TANGENT CURVE AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG THE ARC OF A 364.00 FOOT RADIUS CURVE CONCAVE NORTHEASTERLY, THROUGH A CENTRAL ANGLE OF 37°01'15" (THE LONG CHORD OF WHICH BEARS SOUTH 40°48'37" EAST, 231.12 FEET) AN ARC DISTANCE OF 235.19 FEET TO A POINT OF TANGENCY AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 59°18'15" EAST, 71.68 FEET TO THE NORTHERLY RIGHT-OF-WAY LINE OF S.W. BARROWS ROAD, (COUNTY ROAD NO. 812) 50.00 FEET NORTHERLY OF THE CENTERLINE THEREOF, WHEN MEASURED PERPENDICULAR THERETO AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG SAID NORTHERLY RIGHT-OF-WAY LINE SOUTH 32°34'49" WEST, 4.18 FEET TO THE BEGINNING OF A TANGENT CURVE; THENCE ALONG THE ARC OF A 522.96 FOOT RADIUS CURVE CONCAVE NORTHWESTERLY, THROUGH A CENTRAL ANGLE OF 14°22'36" (THE LONG CHORD OF WHICH BEARS SOUTH 39°46'07" WEST, 130.88 FEET) AN ARC DISTANCE OF 131.22 FEET TO A POINT OF NON-TANGENCY AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 47°46'55" WEST, 167.15 FEET TO THE BEGINNING OF A TANGENT CURVE AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG THE ARC OF A 522.96 FOOT RADIUS CURVE CONCAVE NORTHWESTERLY, THROUGH A CENTRAL ANGLE OF 19°48'49" (THE LONG CHORD OF WHICH BEARS SOUTH 57°41'13" WEST, 179.95 FEET) AN ARC DISTANCE OF 180.85 FEET TO A POINT OF TANGENCY AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 67°35'38" WEST, 567.39 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE LEAVING SAID NORTHERLY RIGHT-OF-WAY LINE NORTH 23°38'26" WEST, 345.83 FEET TO THE BEGINNING OF A TANGENT CURVE AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE ALONG THE ARC OF A 11.00 FOOT RADIUS CURVE CONCAVE SOUTHEASTERLY, THROUGH A CENTRAL ANGLE OF 83°03'26" (THE LONG CHORD OF WHICH BEARS NORTH 17°53'17" EAST, 14.59 FEET) AN ARC DISTANCE OF 15.95 FEET TO A POINT OF NON-TANGENCY AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE SOUTH 59°25'00" WEST, 164.12 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE NORTH 30°35'00" WEST, 74.00 FEET TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC."; THENCE NORTH 08°59'28" WEST, 243.17 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINS 1,095,162 SQUARE FEET (25.141 ACRES), MORE OR LESS.



2003-116387

Exhibit B Page 2 Of 2

EXHIBIT "C"

Easement Area

LEGAL DESCRIPTION:

A TRACT OF LAND BEING A PORTION OF THAT PARCEL OF LAND DESCRIBED IN DEED TO PROGRESS QUARRY, LLC, AN OREGON LIMITED LIABILITY COMPANY IN DEED DOCUMENT NO. 2003-102532 AND DOCUMENT NO. 2003-102533, WASHINGTON COUNTY DEED RECORDS LOCATED IN THE NORTHEAST QUARTER OF SECTION 5, TOWNSHIP 2 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, IN THE CITY OF BEAVERTON, WASHINGTON COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "TETSUKA ASSOC., INC." AT THE MOST SOUTHERLY SOUTHEAST CORNER OF SAID DOCUMENT NO. 2003-102533, SAID POINT BEARS SOUTH 49°04'33" WEST, 2147.17 FEET FROM THE NORTHEAST CORNER OF SECTION 5, TOWNSHIP 2 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN; THENCE ALONG THE EASTERLY LINE OF SAID DOCUMENT NO. 2003-102532 SOUTH 08°59'28" EAST, 243.17 FEET; THENCE SOUTH 30°35'00" EAST, 74.00 FEET; THENCE LEAVING SAID EASTERLY LINE SOUTH 59°25'00" WEST, 12.00 FEET TO A POINT 12.00 FEET WESTERLY OF SAID EASTERLY LINE, WHEN MEASURED PERPENDICULAR THERETO; THENCE PARALLEL WITH SAID EASTERLY LINE AND THE EASTERLY LINE OF SAID DOCUMENT NO. 2003-102533 NORTH 30°35'00" WEST, 76.29 FEET; THENCE NORTH 08°59'28" WEST, 408.99 FEET; THENCE NORTH 05°30'16" EAST, 82.02 FEET; THENCE NORTH 06°15'32" WEST, 265.09 FEET TO THE BEGINNING OF A NON-TANGENT CURVE; THENCE ALONG THE ARC OF A 188.00 FOOT RADIUS CURVE CONCAVE NORTHERLY, THROUGH A CENTRAL ANGLE OF 43°21'39" (THE LONG CHORD OF WHICH BEARS NORTH 66°23'06" EAST, 138.91 FEET) AN ARC DISTANCE OF 142.26 FEET TO A POINT OF TANGENCY; THENCE NORTH 44°42'16" EAST, 411.09 FEET TO THE EASTERLY LINE OF SAID DOCUMENT NO. 2003-102533; THENCE ALONG SAID EASTERLY LINE SOUTH 70°08'46" EAST, 13.22 FEET; THENCE SOUTH 44°42'16" WEST, 416.64 FEET TO THE BEGINNING OF A TANGENT CURVE; THENCE ALONG THE ARC OF A 200.00 FOOT RADIUS CURVE CONCAVE NORTHERLY, THROUGH A CENTRAL ANGLE OF 39°39'36" (THE LONG CHORD OF WHICH BEARS SOUTH 64°32'04" WEST, 135.69 FEET) AN ARC DISTANCE OF 138.44 FEET TO A POINT OF NON-TANGENCY; THENCE SOUTH 06°15'32" EAST, 243.80 FEET; THENCE SOUTH 05°30'16" WEST, 81.73 FEET; THENCE SOUTH 08°59'28" EAST, 162.00 FEET TO THE POINT OF BEGINNING.

CONTAINS 16,412 SQUARE FEET (0.377 ACRES), MORE OR LESS.

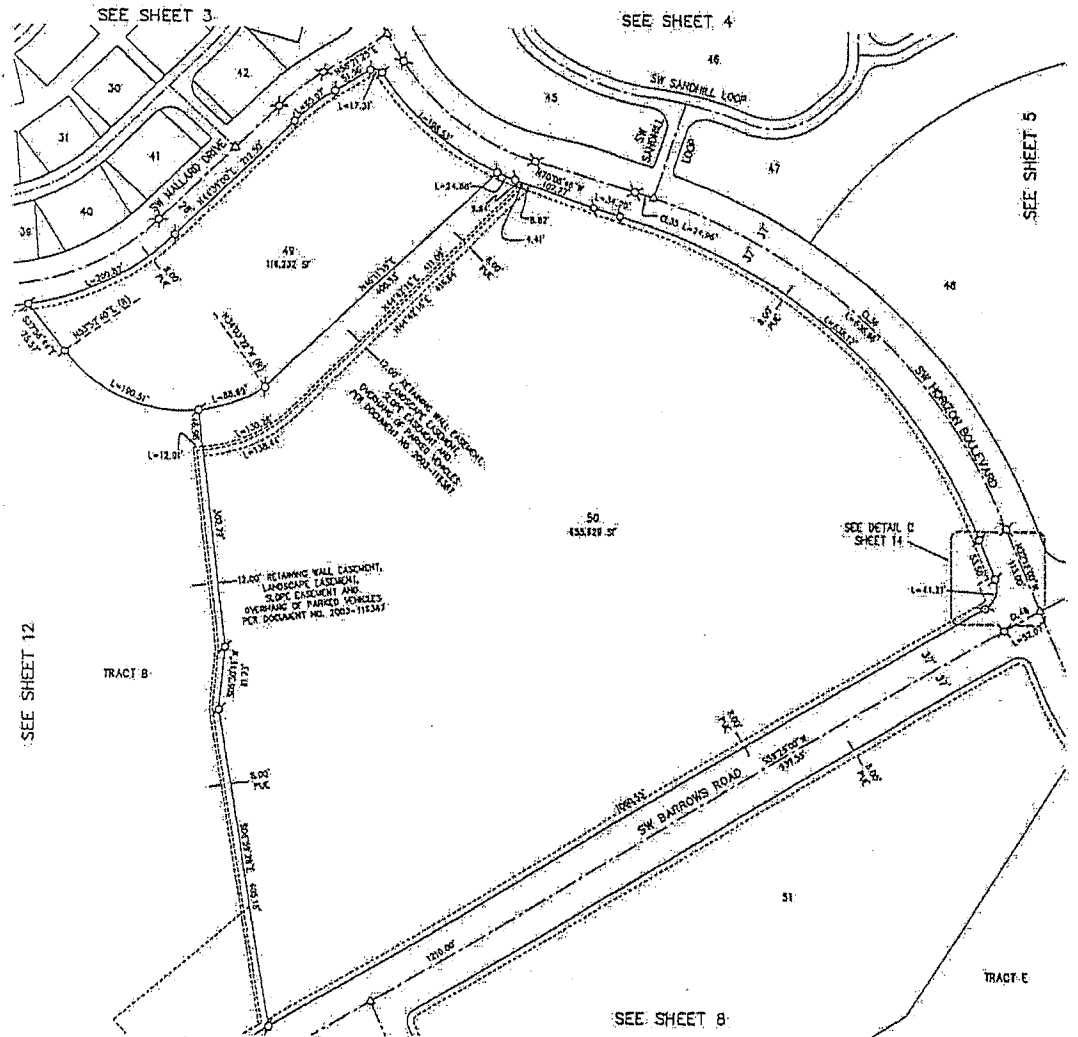
Exhibit C Page 2 of 1



2003-118387

**PROGRESS RIDGE**  
 LOCATED IN THE NORTHEAST QUARTER OF SECTION 5,  
 TOWNSHIP 2 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN,  
 CITY OF BEAVERTON, WASHINGTON COUNTY, OREGON  
 JULY 15, 2004

RECORDED AS DOCUMENT NO. 2004091210



- LEGEND**
- ⊙ DENOTES IRON MONUMENT AS NOTED (SEE MONUMENT TABLE, SHEET 13)
  - ⊙ DENOTES FOUND 3/4" IRON ROD WITH YELLOW PLASTIC CAP INScribed "TETRAKIA ASSOC. INC." (FIELD) PER SURVEY NO. 20034
  - ⊙ DENOTES FOUND 3/4" IRON ROD WITH YELLOW PLASTIC CAP INScribed "TWO DESIGN, INC." (FIELD) PER PLAT OF "MOUNTAIN HEIGHTS", UNLESS NOTED OTHERWISE
  - ⊙ DENOTES FOUND 3/4" IRON ROD WITH YELLOW PLASTIC CAP INScribed "ALPHA ENG. INC." (FIELD) PER PLAT OF "DAVID'S WOODS" PAPER NO. 2, UNLESS NOTED OTHERWISE
  - ⊙ DENOTES 1-1/4" BRASS CAP INScribed "TETRAKIA ASSOC. INC." TO BE POST MONUMENTED  
SET ON \_\_\_\_\_
  - ⊙ DENOTES 3/4" x 30" IRON ROD WITH YELLOW PLASTIC CAP INScribed "TETRAKIA ASSOC. INC." TO BE POST MONUMENTED  
SET ON \_\_\_\_\_
  - ⊙ DENOTES BRASS TACK WITH 3/4" BRASS WASHER INScribed "TETRAKIA ASSOC. INC." TO BE POST MONUMENTED  
SET ON \_\_\_\_\_
  - ⊙ DENOTES 3/4" x 30" IRON ROD WITH ALUMINUM CAP INScribed "TETRAKIA ASSOC. INC." TO BE POST MONUMENTED  
SET ON \_\_\_\_\_
  - ⊙ DENOTES 3/4" x 30" IRON ROD WITH YELLOW PLASTIC CAP INScribed "TETRAKIA ASSOC. INC." IN MONUMENT BUT TO BE POST MONUMENTED  
SET ON \_\_\_\_\_
  - ⊙ DENOTES SQUARE FOOT
  - ⊙ DENOTES MONUMENT NUMBER (SEE MONUMENT TABLE, SHEET 13)
  - ⊙ DENOTES PUBLIC UTILITY EASEMENT



REGISTERED  
 PROFESSIONAL  
 LAND SURVEYOR  
  
 OREGON  
 APR 16 1998  
 KEVIN WILLIAMS  
 2830

RENEWAL DATE 4-30-08  
 I HEREBY CERTIFY THAT THIS IS A  
 TRUE AND EXACT COPY OF THE  
 PLAT OF "PROGRESS RIDGE".

SCALE: 1"=100'

SHEET 13 OF 22

JOB NO. 1041021  
 TETRAKIA ASSOCIATES, INC.  
 LAND SURVEY CONSULTING  
 8900 SW WILSHIRE ST., #110  
 PORTLAND, OR 97225  
 503.517.9092 FAX: 503.451.1100





Serving Beaverton and the west side since 1955.

# TUALATIN HILLS PARK & RECREATION DISTRICT

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## Management Report to the Board February 4, 2008

### Administration

*Jessica Collins, Executive Assistant*

*Keith Hobson, Director of Business Services*

*Jim McElhinny, Director of Park and Recreational Services*

*Bob Wayt, Director of Communications & Development*

1. The quarterly newsletter for key communication patrons was produced and distributed in January. The publication's lead story was the innovative ultraviolet light sanitation system used at three pools. Other featured topics included the District's variety of indoor playgrounds, a Family Assistance Program update, and the Greenway Park Enhancement Project. The newsletter was distributed to all new registrants for classes. It was also mailed to a database of 500+ community stakeholders, posted on the District's web site, and distributed to the Centers.
2. Following up on last November's retreat, staff continues to work closely with the Tualatin Hills Park Foundation Board of Trustees on fund-raising capacity issues. Current efforts are focused primarily on development of a new strategic plan for the 2008-09 fiscal year. The new plan, expected in April, will seek to significantly increase fund-raising for the Family Assistance Program (which the Trustees would like to rename). A Board member job description has been adopted to clarify expectations for existing Trustees and to assist in recruitment of new Trustees.
3. Changes to the Family Assistance Program have now been implemented. Patrons are using the new application form, income requirements, and revised assistance levels (\$200 per person, rather than \$400 per household, per year). Implementation has been successful to date with relatively few problems encountered. Staff will analyze the early results and provide an assessment to the Board, as was requested, following the completion of the Winter 2008 Quarter.

### Aquatics

*Sharon Hoffmeister, Superintendent of Aquatic Program Services*

1. Aloha staff is planning for the Center's upcoming 30<sup>th</sup> Anniversary in March. A day of free activities, music and refreshments are planned. Date to be determined.
2. The McKay Elementary School swim lessons are back in full swing after the holidays. They will continue on through spring.
3. Harman staff are continuing with the morning swim lesson program that was new in the fall. This program runs at the same time as our Family Swim time, in a sectioned off part of the pool. Harman has had great success running programs side by side in 2007/08, allowing for maximum pool usage. Our other pools do this where possible as well.



## **Maintenance**

*Dave Chrisman, Superintendent of Maintenance Operations*

1. Six new Maintenance pick up trucks and trailers arrived and are currently being set up for service at our Maintenance facility. All are budgeted in the 07/08 capital budget. Several of the units replace trucks that have reached the end of their service and others provide added hauling capacity for our high production mowers and the Building Trades Department. The additional trailers provide a labor efficiency by extending the mower service life by about two years (trailed rather than roaded) and the truck and trailer combination provide more hauling capacity and versatility at less cost than the step van they replaced. All should be in service by the end of the month.
2. During recent cold weather, staff focused their efforts on indoor building projects and equipment maintenance services. Attention is also directed to building heating systems and winterization. During the early morning hours when icy conditions develop, staff applied ice melt on sidewalks for all facility entries.

## **Natural Resources & Trails Management**

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

1. Cooper Mountain Regional Park. Natural Resources and Maintenance staff have made site visits and had discussions with Metro staff regarding possible cooperative management opportunities at this new regional park. It is likely to open in fall 2008.
2. Murrayhill Maintenance Management Plan. Staff are working on a natural resources management plan that will reduce invasive Himalayan blackberries, restore wildlife habitat, and improve aesthetics while keeping vegetation clear of the power lines which run through the park.
3. Fire Management Plan. Staff are in the final stages of completing a wildfire management plan for the Tualatin Hills Nature Park. Tualatin Valley Fire & Rescue, consultants, and THPRD staff have been involved in plan development. The plan will be used as a model for other natural area parks.
4. Old Wagon Trail. Design work for the Tualatin Hills Nature Park's Old Wagon Trail is largely complete. With the winter rains upon us, staff are studying habitats and drainage patterns to determine the driest route for the final design.
5. Volunteer Report. One hundred forty-eight volunteers worked in Hyland Forest, Rosa Park, and at the Tualatin Hills Nature Park. They removed approximately 70 cubic yards of weeds and assisted with oak restoration, which together contributed approximately 600 hours of time, valued at \$10,600. Eagle Scouts are currently working on removing invasive plants and replanting portions of Jenkins Estate, Foothills, Cedar Mill, and Lowami Hart Woods Parks, and constructing dog bag dispensers for the Maintenance Department.

## **Planning and Development**

*Steve Gulgren, Superintendent of Planning and Development*

1. PCC Rock Creek Recreation Facility. Staff continues to work with the consultant team to respond to, clarify and resolve the “minor project issues” with Kerr Contractors. Since the meeting with Kerr Contractors on December 6, half of the items on the “minor project issues” list have been rectified and completed. This is a positive step in moving closer to project closeout. Staff will continue to work with the consultant team and Kerr Contractors to resolve the remaining outstanding issues.
2. Miscellaneous Department Projects. Planning staff has been engaged to aid several other departments with their approved budget projects. These projects include feasibility studies for converting existing rooms into family dressing rooms at the Aquatic Center and Aloha Swim Center, improvements to the existing Stuhr Center restroom to increase the size to a family size to accommodate caregiver assistance, two projects at the Harman Swim Center to improve access, replacement of the play equipment at Autumn Ridge Park, and the native plant display garden at the Nature Park.
3. Dog Park Design. Planning staff has completed conceptual designs, phasing options and material take-offs for a proposed new dog park area north of Sunset Highway.

## **Programs & Special Activities**

*Lisa Novak, Superintendent of Programs & Special Activities*

1. Staining of the concrete floor at the Jenkins Estate Stable has been completed. The stain has enhanced the look of the room and staff is receiving many positive comments from patrons.
2. Tennis Center instructor, Jim Rankin, will be representing THPRD at the 2008 USTA National Tournament Directors Workshop in Dallas, Texas. The category two tournament directors from around the country are invited to attend, and USTA covers expenses.
3. The What’s Happening In Adult Fitness program was held January 4. This program demonstrated new classes that will be offered Winter/Spring terms. Forty people attended with new faces and new registrations.

## **Recreation**

*Eric Owens, Superintendent of Recreation*

1. The Cedar Hills Recreation Center Fitness Challenge has 108 participants registered with chosen destinations from San Francisco to Boston. Again, Las Vegas is the most popular destination. A Fitness Expo was held on Sunday, January 12 highlighting all of the fitness classes and giving Fitness Challenge participants double miles for participation in the three hours of exercise.
2. The Annual Daddy Daughter Dinner Dance will be held February 8 from 6:00-8:00 p.m. There are 85 girls registered who will be bringing their Daddy dates amounting to 170 participants. Features of the evening include dinner, a Valentine craft project, a photograph and dancing to a

DJ. McDonald's and Spaghetti Factory are sponsors again this year providing dinner and dessert. Nike is providing a crew of volunteers to assist with the event set-up.

3. Conestoga Recreation and Aquatic Center will be celebrating its 10-year anniversary on Saturday, February 16 at 4:00 p.m. with an evening of fun activities, crafts, and games.

### **Security Operations**

*Mike Janin, Superintendent of Security Operations*

1. Security Operations was pleased to hear that two vandals who caused extensive damage to Hazeldale Park the night of December 22, 2007 with their vehicles pled guilty in Washington County court. They will make restitution to the Park District in the amount of \$2,400. This was a joint effort and investigation by the Washington County Sheriff's Office and two residents with windows facing the park who called while the incident was occurring. There was a third defendant charged who has yet to appear in court.
2. Security Operations has been invited to speak to the Washington County Sheriff's Office on January 29-30. We will discuss the Park District in general, our facilities, exclusion process, joint ventures and Park Patrol as a resource to the patrol deputies.
3. Security Operations continues to work with the Washington County Sheriff's Office and Portland Community College (PCC) Public Safety regarding the vandalism to the PCC complex and copper wire theft that occurred on January 13-14, 2008. Security Operations located an abandoned house east of the PCC complex that may shed some light on the activities and/or individuals that may possibly be involved.
4. Security Operations assisted the Tennis Center and Aquatic Center in securing bids from three companies each for video surveillance camera projects. This was an effort by both facilities to submit grant applications for the Special Districts Association of Oregon Safety and Security matching grant. Security Operations is also working with the Nature Park to receive bids for the upgrade of their current video system. The Nature Park Advisory Committee is seeking to apply for a matching Challenge Grant.
5. A portion of Deline Park (SW 187th & Deline), which is on the north end of the park and had been encroached upon by a resident, is in the process of being restored back to the park. This was an encroachment investigation that was conducted by Security Operations and was mediated with all parties involved very positively. Security Operations has investigated 15 encroachment issues since July 2007. Some are closed while others continue to be investigated.

### **Sports**

*Scott Brucker, Superintendent of Sports*

1. PCC Rock Creek: New synthetic turf field signs and tennis court rules have been installed. The concession stand work is complete and ready for inspection. Staff will be meeting with the Washington County Health Inspector the week of February 4 to obtain operating permits.

2. Beaverton School District: Staff from Maintenance, Planning and Programs met with the Capital Planning staff at Beaverton School District on January 15. Coordination, updates and planning of current work was discussed and a date to coordinate 2008-2009 projects was set for August.
3. Affiliated Users: Staff has met with field sports representatives to finalize 2008 Spring allocations and generate preliminary field use fees. Affiliated User agreements are being updated to reflect the adopted fee study.

### **Business Services**

*Cathy Brucker, Finance Manager*  
*Mark Hokkanen, Risk and Contract Manager*  
*Launa Harrison, Information Services Manager*  
*Nancy Hartman-Noye, Human Resources Manager*

1. Information Services staff completed the system changes needed to accommodate the fee increases that took effect January 1. System changes also included the new senior age of 55, free patron ID cards, and a drop-in household limit of \$10.
2. Online registration for Winter/Spring term has increased over 50% from last year. Although the bulk of the online registrations occur during the first few days of registration, we continue to see 25-30 invoices per day being completed online.
3. The Park District recently underwent a compliance audit by the Department of State Land, Unclaimed Property Division. There were no findings of non-compliance, and staff has been reporting and remitting all funds as prescribed by state statute.
4. Helen Russon, Attorney, Bureau of Labor & Industries (BOLI), presented the supervisory workshop Leave Laws in Oregon, Complying with Family Medical Leave, the American Disability Act & Injured Worker Laws. This workshop focused on the legal requirements of each law, explained how they interrelate, and provided supervisors with the tools to interpret and apply leave requests while ensuring compliance with State and Federal Employment Laws. Seventy-five staff members attended the three-hour training session.
5. Recently, the Oregon Supreme Court issued a unanimous decision on Clarke vs. OHSU relating to the Oregon Tort Claims Act (OTCA). Under OTCA, state and local governments are provided limited immunity by restricting claims against employees and agents for their work-related torts. The sole cause of action is then against the public agency. The Oregon Supreme Court found in Clarke vs. OHSU that the damage caps limiting liability against an individual employee are unconstitutional. This decision by the courts increases the liability exposure of state and local governments. The Park District currently carries \$5 million in liability insurance, but will be reviewing the impact of the decision as it relates to our liability limit needs.



**Calendar of Upcoming Meetings & Events**

<b>February</b>						
<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> Special Olympics B-Ball Tourn Athletic Center 1,000 ppl	<b>4</b> BOARD MEETING	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> Metro Dist. Champ. Aquatic Center 500 ppl  Choccolate Fantasy @ Jenkins Estate 3-9pm	<b>9</b> Metro Dist. Champ. Aquatic Center 500 ppl
<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> All American B-Ball Tourn Athletic Center 1,000 ppl	<b>16</b> All American B-Ball Tourn Athletic Center 1,000 ppl
<b>17</b>  All American B-Ball Tourn Athletic Center 1,000 ppl	<b>18</b> HOLIDAY  All American B-Ball Tourn Athletic Center 1,000 ppl	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>  Garden Tea @ Jenkins Estate Gate House 12:30pm
<b>24</b>	<b>25</b> BUDGET COMMITTEE MEETING	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	

**2008**

*\*Please note that only athletic events expecting 500 or more attendees are listed.\**

# 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> BOARD MEETING	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> Jenkins Estate Winemakers Dinner 6:30pm
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b> Teddy & Friends Tea Party @ Jenkins Estate 11:30am	<b>27</b>	<b>28</b>	<b>29</b>
<b>30</b>	<b>31</b>					

2008

*\*Please note that only athletic events expecting 500 or more attendees are listed\**

# 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>	<b>3</b>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b> BOARD MEETING	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b> OGA Boy State Tour Athletic Center 500 ppl
<b>13</b> OGA Boy State Tour Athletic Center 500 ppl	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b> BUDGET COMMITTEE WORK SESSION	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>			

2008

*\*Please note that only athletic events expecting 500 or more attendees are listed\**

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 12/31/07**

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>													
Land Acquisition/Jenkins Est ROW	90,000	90,000	-	90,000	90,000	-	-	90,000	Budget	90,000	90,000	-	-
Restoration of John Quincy Adams Young House (JQAY)	100,000	93,000	-	100,000	93,000	34,394	40,616	24,990	Budget	100,000	65,606	-	27,394
Stuhr Center Bequest Foundation Project	75,000	63,000	-	75,000	63,000	6,443	-	63,000	Budget	69,443	63,000	5,557	-
GIS Development	37,000	25,000	-	37,000	25,000	-	-	25,000	Budget	25,000	25,000	12,000	-
HMT Complex Direct Bury Electrical Service	54,700	40,000	-	54,700	40,000	8,200	25,168	14,832	Award	48,200	40,000	6,500	-
Aloha Park Field Restoration & Lights	20,000	20,000	-	20,000	20,000	-	1,552	18,448	Award	20,000	20,000	-	-
Board/Conference Room Audio	8,000	7,000	-	8,000	7,000	1,073	-	6,927	Budget	8,000	6,927	-	73
Software Upgrades	20,000	10,000	-	20,000	10,000	6,420	-	10,000	Budget	16,420	10,000	3,580	-
Challenge Grant Competitive Fund	30,000	30,000	-	30,000	30,000	-	-	30,000	Budget	30,000	30,000	-	-
John Marty Park Community Garden	14,750	11,400	-	14,750	11,400	9,039	-	5,711	Budget	14,750	5,711	-	5,689
Athletic Center HVAC Platforms Safety Mesh	5,000	-	-	5,000	-	-	4,000	-	Completed	4,000	4,000	1,000	(4,000)
<b>TOTAL CARRYOVER PROJECTS</b>	<b>454,450</b>	<b>389,400</b>	<b>-</b>	<b>454,450</b>	<b>389,400</b>	<b>65,569</b>	<b>71,336</b>	<b>288,908</b>		<b>425,813</b>	<b>360,244</b>	<b>28,637</b>	<b>29,156</b>
<b>ATHLETIC FACILITY REPLACEMENT</b>													
Resurface Tennis Courts (3 sites)			53,044	53,044	53,044	-	49,950	-	Complete	49,950	49,950	3,094	3,094
Bball Pad Asphalt Lift (2 sites)			8,893	8,893	8,893	-	18,522	-	Complete	18,522	18,522	(9,629)	(9,629)
Long Jump Runway (2 sites)			2,800	2,800	2,800	-	1,373	-	Complete	1,373	1,373	1,427	1,427
Basketball Court Resurfacing			7,500	7,500	7,500	-	-	7,500	Budget	7,500	7,500	-	-
Backstop Replacements (2 sites)			12,362	12,362	12,362	-	9,211	3,363	Award	12,574	12,574	(212)	(212)
Tennis Court Drainage			2,500	2,500	2,500	-	-	2,500	Budget	2,500	2,500	-	-
Sunset Park Asphalt Replacement			4,000	4,000	4,000	-	6,592	-	Complete	6,592	6,592	(2,592)	(2,592)
Install Bleacher Backs & Rails			6,600	6,600	6,600	-	4,010	3,573	Award	7,583	7,583	(983)	(983)
Barnes School Field Restoration & Replacement			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
Aloha Park Lights			200,000	200,000	200,000	-	-	200,000	Budget	200,000	200,000	-	-
Scoreboards			8,000	8,000	8,000	-	7,973	-	Complete	7,973	7,973	27	27
<b>TOTAL ATHLETIC FACILITY REPLACEMENT</b>			<b>315,699</b>	<b>315,699</b>	<b>315,699</b>	<b>-</b>	<b>97,631</b>	<b>226,936</b>		<b>324,567</b>	<b>324,567</b>	<b>(8,868)</b>	<b>(8,868)</b>
<b>ATHLETIC FACILITY IMPROVEMENT</b>													
Progressive Release Safety Bases			30,000	30,000	30,000	-	1,792	28,208	Budget	30,000	30,000	-	-
Tennis Court Asphalt Entrances			12,000	12,000	12,000	-	8,716	-	Complete	8,716	8,716	3,284	3,284
Chainlink Fence behind Goal Install			1,300	1,300	1,300	-	706	-	Complete	706	706	594	594
Bocce Courts Installation			8,500	8,500	8,500	-	8,228	-	Complete	8,228	8,228	272	272
<b>TOTAL ATHLETIC FACILITY IMPROVEMENT</b>			<b>51,800</b>	<b>51,800</b>	<b>51,800</b>	<b>-</b>	<b>19,442</b>	<b>28,208</b>		<b>47,650</b>	<b>47,650</b>	<b>4,150</b>	<b>4,150</b>
<b>PARK AND TRAIL REPLACEMENTS</b>													
Autumn Ridge Park Play Equipment			35,000	35,000	35,000	-	-	35,000	Budget	35,000	35,000	-	-
HMT Parking (Lot C)			50,000	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
Asphalt Path Replacements (12 sites)			131,222	131,222	131,222	-	1,500	129,722	Budget	131,222	131,222	-	-
Foothills Park Concrete Sidewalk Repair			30,000	30,000	30,000	-	-	30,000	Budget	30,000	30,000	-	-
Brookhaven Park Bridge/Boardwalk Repair			35,000	35,000	35,000	-	-	35,000	Budget	35,000	35,000	-	-
Rock Creek Landing Fence Replacement			15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
HMT Southside Irrigation Repair/Replacement			10,000	10,000	10,000	-	3,030	6,970	Budget	10,000	10,000	-	-
Raleigh Park Irrigation System Repair/Replacement			12,000	12,000	12,000	-	-	12,000	Budget	12,000	12,000	-	-
Maxi-com Irrigation Connection			8,000	8,000	8,000	-	-	8,000	Budget	8,000	8,000	-	-
<b>TOTAL PARK AND TRAIL REPLACEMENTS</b>			<b>326,222</b>	<b>326,222</b>	<b>326,222</b>	<b>-</b>	<b>4,530</b>	<b>321,692</b>		<b>326,222</b>	<b>326,222</b>	<b>-</b>	<b>-</b>
<b>PARK AND TRAIL IMPROVEMENTS</b>													
Memorial Benches			8,000	8,000	8,000	-	2,540	5,460	Budget	8,000	8,000	-	-
Local Government Grant Program			175,000	175,000	175,000	-	-	175,000	Budget	175,000	175,000	-	-
Jenkins Estate Sign lighting/Farmington Road			4,000	4,000	4,000	-	2,891	1,109	Budget	4,000	4,000	-	-
New Off Leash Dog Park Const.			15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
Fanno Creek Trail Realignment			7,000	7,000	7,000	-	6,950	50	Budget	7,000	7,000	-	-
Center St. Park Playground			-	-	-	-	6,621	-	Complete	6,621	6,621	(6,621)	(6,621)
Valley West Park Paving			-	-	-	-	1,912	-	Complete	1,912	1,912	(1,912)	(1,912)
<b>TOTAL PARK AND TRAIL IMPROVEMENTS</b>			<b>209,000</b>	<b>209,000</b>	<b>209,000</b>	<b>-</b>	<b>20,914</b>	<b>196,619</b>		<b>217,533</b>	<b>217,533</b>	<b>(8,533)</b>	<b>(8,533)</b>
<b>CHALLENGE GRANTS</b>													
Challenge Grants			75,000	75,000	75,000	-	13,529	61,471	Budget	75,000	75,000	-	-
<b>TOTAL CHALLENGE GRANTS</b>			<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>-</b>	<b>13,529</b>	<b>61,471</b>		<b>75,000</b>	<b>75,000</b>	<b>-</b>	<b>-</b>



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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
<b>BUILDING REPLACEMENTS</b>													
Doors & Windows Replacements			22,500	22,500	22,500	-	-	22,500	Budget	22,500	22,500	-	-
Raleigh Pool Tank Water Pipe			22,000	22,000	22,000	-	-	22,000	Budget	22,000	22,000	-	-
Dive Stands			7,000	7,000	7,000	-	6,995	-	Complete	6,995	6,995	5	5
Aquatic Center Chlorine Scale			2,000	2,000	2,000	-	1,455	-	Complete	1,455	1,455	545	545
Aquatic Center Flow Meter			3,000	3,000	3,000	-	1,513	-	Complete	1,513	1,513	1,487	1,487
50 meter Pool Heat Exchanger			83,400	83,400	83,400	-	115,642	3,898	Award	119,540	119,540	(36,140)	(36,140)
Raleigh Chemtrol Unit			5,100	5,100	5,100	-	4,258	-	Complete	4,258	4,258	842	842
50 Mtr Pool Circ. Pump Impellor			4,200	4,200	4,200	-	-	4,200	Award	4,200	4,200	-	-
CRA Resurface of Leisure Pool Tank			25,000	25,000	25,000	-	22,500	-	Complete	22,500	22,500	2,500	2,500
Sunset Pool Furnace			35,000	35,000	35,000	-	-	34,200	Award	34,200	34,200	800	800
Raleigh Pool Solar Heating			35,000	35,000	35,000	-	3,227	31,773	Budget	35,000	35,000	-	-
Dryland Roof Seal Coat ( Section C)			6,000	6,000	6,000	-	-	5,960	Award	5,960	5,960	40	40
AC Roof Flashing Ridge & Seal			23,000	23,000	23,000	-	22,737	-	Complete	22,737	22,737	263	263
Tennis Center Partial Metal Roof			18,000	18,000	18,000	-	18,538	-	Complete	18,538	18,538	(538)	(538)
Aquatic Center Security Lights/Breezeway			6,000	6,000	6,000	-	-	6,000	Budget	6,000	6,000	-	-
CRA Aquatic Stucco Repair			25,000	25,000	25,000	-	-	25,000	Budget	25,000	25,000	-	-
CRA Ext Painting/Anti Graffiti Coating			11,000	11,000	11,000	-	-	11,000	Budget	11,000	11,000	-	-
Bvtn Pool Spectator Blinds			7,500	7,500	7,500	-	6,000	-	Complete	6,000	6,000	1,500	1,500
Garden Home Stove/Oven			2,250	2,250	2,250	-	1,664	-	Complete	1,664	1,664	586	586
Roof Exhaust Fans (3 sites)			9,500	9,500	9,500	-	-	9,500	Budget	9,500	9,500	-	-
GHRC Window AC Units (4 rms)			7,000	7,000	7,000	-	6,300	1,981	Award	8,281	8,281	(1,281)	(1,281)
GHRC Heat Coils (4 locations)			14,000	14,000	14,000	-	2,300	11,700	Budget	14,000	14,000	-	-
GHRC Air Compressor			3,000	3,000	3,000	-	2,598	-	Complete	2,598	2,598	402	402
GHRC Supply Fan Motor(2 sites)			4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
HVAC Control System (2 sites)			26,000	26,000	26,000	-	-	26,000	Budget	26,000	26,000	-	-
Stuhr Ctr HVAC Air Cooler			3,000	3,000	3,000	-	2,072	928	Award	3,000	3,000	-	-
GHRC Tile (Room 4)			21,500	21,500	21,500	-	13,722	-	Complete	13,722	13,722	7,778	7,778
Jenkins Main House Floor Cvrgrs			4,600	4,600	4,600	-	-	4,600	Budget	4,600	4,600	-	-
AC Daycare Room Carpet			2,800	2,800	2,800	-	1,893	-	Complete	1,893	1,893	907	907
CRA Mechanical Room Floor Seal			1,500	1,500	1,500	-	450	1,145	Award	1,595	1,595	(95)	(95)
Upgrade/Replace Sonitrol Alarm System			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
CHRC Basketball Backboard Safety Strap			2,000	2,000	2,000	-	1,947	-	Complete	1,947	1,947	53	53
AC Drinking Fountain Replacement			3,000	3,000	3,000	-	1,330	-	Complete	1,330	1,330	1,670	1,670
Raleigh SC Winter Pool Cover			9,000	9,000	9,000	-	4,447	-	Complete	4,447	4,447	4,553	4,553
CRA Boiler Repairs & Replacement			72,500	72,500	72,500	-	59,044	-	Complete	59,044	59,044	13,456	13,456
<b>TOTAL BUILDING REPLACEMENTS</b>			<b>531,350</b>	<b>531,350</b>	<b>531,350</b>	<b>-</b>	<b>300,632</b>	<b>231,385</b>		<b>532,017</b>	<b>532,017</b>	<b>(18,676)</b>	<b>(667)</b>
<b>BUILDING IMPROVEMENTS</b>													
UV Sanitation System (BSC&50 Mtr)			79,430	79,430	79,430	-	74,886	4,170	Award	79,056	79,056	374	374
CHRC/Floor Sink in Kitchen			2,000	2,000	2,000	-	-	2,000	Budget	2,000	2,000	-	-
NP Native Plant Display Garden			3,000	3,000	3,000	-	-	3,000	Budget	3,000	3,000	-	-
Aquatic Center Family Dressing Room Design			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
ASC Family Dressing Rm Design			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
HMT Landscape Upgrades			3,000	3,000	3,000	-	-	3,000	Budget	3,000	3,000	-	-
HMT/Admin Office Remodel			30,000	30,000	30,000	-	2,290	27,710	Budget	30,000	30,000	-	-
PCC Concession Stand			-	-	-	-	1,685	63	Award	1,748	1,748	(1,748)	(1,748)
<b>TOTAL BUILDING IMPROVEMENTS</b>			<b>127,430</b>	<b>127,430</b>	<b>127,430</b>	<b>-</b>	<b>78,861</b>	<b>49,943</b>		<b>128,804</b>	<b>128,804</b>	<b>(1,374)</b>	<b>(1,374)</b>
<b>ADA PROJECTS</b>													
Stuhr Ctr Bathroom Remodel			50,000	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
HSC ADA Bus Turn Out/Ramp			15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
HSC ADA Picnic Table & Pad			8,000	8,000	8,000	-	5,052	-	Complete	5,052	5,052	2,948	2,948
<b>TOTAL ADA PROJECTS</b>			<b>73,000</b>	<b>73,000</b>	<b>73,000</b>	<b>-</b>	<b>5,052</b>	<b>65,000</b>		<b>70,052</b>	<b>70,052</b>	<b>2,948</b>	<b>2,948</b>
<b>TOTAL CAPITAL OUTLAY DIVISION</b>	<b>454,450</b>	<b>389,400</b>	<b>1,709,501</b>	<b>2,163,951</b>	<b>2,098,901</b>	<b>65,569</b>	<b>611,927</b>	<b>1,470,162</b>		<b>2,147,658</b>	<b>2,082,089</b>	<b>(1,716)</b>	<b>16,812</b>

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
<b>INFORMATION SERVICES DEPARTMENT</b>													
System/workstn Replcmnt			70,000	70,000	70,000	-	61,619	8,381	Budget	70,000	70,000	-	-
Server Rplcmnt (4)			35,000	35,000	35,000	-	11,688	23,312	Budget	35,000	35,000	-	-
LAN/WAN Replcmnt			9,000	9,000	9,000	-	851	8,149	Budget	9,000	9,000	-	-
PDA's/Notebooks			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Misc. Application Software			20,000	20,000	20,000	-	242	19,758	Budget	20,000	20,000	-	-
New Workstations (3 sites)			7,350	7,350	7,350	-	6,848	-	Complete	6,848	6,848	502	502
Center Kiosks			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
GIS Development			15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
PCC Workstation/Telephone			15,250	15,250	15,250	-	419	14,831	Budget	15,250	15,250	-	-
IP Alarm System			9,200	9,200	9,200	-	-	9,200	Budget	9,200	9,200	-	-
Jenkins Comcast Cable Modem			18,100	18,100	18,100	-	-	18,100	Budget	18,100	18,100	-	-
<b>TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS</b>			<b>208,900</b>	<b>208,900</b>	<b>208,900</b>	<b>-</b>	<b>81,667</b>	<b>126,731</b>		<b>208,398</b>	<b>208,398</b>	<b>502</b>	<b>502</b>
<b>TOTAL INFORMATION SYSTEMS DEPARTMENT</b>	<b>-</b>	<b>-</b>	<b>208,900</b>	<b>208,900</b>	<b>208,900</b>	<b>-</b>	<b>81,667</b>	<b>126,731</b>	<b>-</b>	<b>208,398</b>	<b>208,398</b>	<b>502</b>	<b>502</b>
<b>MAINTENANCE DEPARTMENT</b>													
<u>BUILDING EQUIPMENT REPLACEMENT</u>													
Stuhr Center Buffer/Burnisher			3,500	3,500	3,500	-	3,580	-	Complete	3,580	3,580	(80)	(80)
Tennis Center Court Sweeper			9,000	9,000	9,000	-	8,774	-	Complete	8,774	8,774	226	226
<b>TOTAL BUILDING EQUIPMENT REPLACEMENT</b>			<b>12,500</b>	<b>12,500</b>	<b>12,500</b>	<b>-</b>	<b>12,354</b>	<b>-</b>		<b>12,354</b>	<b>12,354</b>	<b>146</b>	<b>146</b>
<u>FLEET REPLACEMENTS</u>													
Step Van			28,000	28,000	28,000	-	18,646	2,177	Award	20,823	20,823	7,177	7,177
Flatbed Truck			28,000	28,000	28,000	-	-	35,615	Award	35,615	35,615	(7,615)	(7,615)
Full Size Pickups (4)			75,000	75,000	75,000	-	72,041	-	Complete	72,041	72,041	2,959	2,959
Fullsize Pickup & Trailer			24,000	24,000	24,000	-	23,293	-	Complete	23,293	23,293	707	707
Dump Truck (5 Yd)			58,000	58,000	58,000	-	-	61,802	Award	61,802	61,802	(3,802)	(3,802)
Dump Truck (2 Yd)			24,000	24,000	24,000	-	-	22,998	Award	22,998	22,998	1,002	1,002
Ty Crop Top Dresser			23,000	23,000	23,000	-	21,644	-	Complete	21,644	21,644	1,356	1,356
Tractor			28,500	28,500	28,500	-	28,195	-	Complete	28,195	28,195	305	305
Stump Grinder			29,000	29,000	29,000	-	29,910	-	Complete	29,910	29,910	(910)	(910)
Infield Rake			10,000	10,000	10,000	-	10,598	-	Complete	10,598	10,598	(598)	(598)
Light Weight Pickup Trucks (2)			28,000	28,000	28,000	-	26,215	-	Complete	26,215	26,215	1,785	1,785
Walk Behind Aerator			6,200	6,200	6,200	-	6,437	-	Complete	6,437	6,437	(237)	(237)
Scan Tool Fleet			6,200	6,200	6,200	-	4,000	-	Complete	4,000	4,000	2,200	2,200
Skid Mounted Sprayer for Gator			3,500	3,500	3,500	-	3,427	-	Complete	3,427	3,427	73	73
Synthetic Groomer			2,700	2,700	2,700	-	2,700	-	Complete	2,700	2,700	-	-
<b>TOTAL FLEET REPLACEMENTS</b>			<b>374,100</b>	<b>374,100</b>	<b>374,100</b>	<b>-</b>	<b>247,106</b>	<b>122,592</b>		<b>369,698</b>	<b>369,698</b>	<b>4,402</b>	<b>4,402</b>
<b>TOTAL MAINTENANCE DEPARTMENT</b>	<b>-</b>	<b>-</b>	<b>386,600</b>	<b>386,600</b>	<b>386,600</b>	<b>-</b>	<b>259,460</b>	<b>122,592</b>		<b>382,052</b>	<b>382,052</b>	<b>4,548</b>	<b>4,548</b>
<b>GRAND TOTAL GENERAL FUND</b>	<b>454,450</b>	<b>389,400</b>	<b>2,305,001</b>	<b>2,759,451</b>	<b>2,694,401</b>	<b>65,569</b>	<b>953,054</b>	<b>1,719,485</b>	<b>-</b>	<b>2,738,108</b>	<b>2,672,539</b>	<b>3,334</b>	<b>21,862</b>

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 12/31/07**

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 06)	3,400,000	1,218,512	(1,218,512)	2,181,488	-	2,218,341	-	-	Budget	2,218,341	-	(36,853)	-
Land Acquisition (FY 07)	500,000	488,288	(488,288)	11,712	-	11,987	-	-	Budget	11,987	-	(275)	-
Land Acquisition (FY 08)	-	-	241,276	241,276	241,276	-	18,684	222,592	Budget	241,276	241,276	-	-
Brady Property Acquisition	-	-	857,152	857,152	857,152	-	857,152	-	Complete	857,152	857,152	-	-
Rystadt Property Acquisition	-	-	173,002	173,002	173,002	-	173,002	-	Complete	173,002	173,002	-	-
March Property Acquisition	-	-	935,370	935,370	935,370	-	935,370	-	Complete	935,370	935,370	-	-
<b>TOTAL LAND ACQUISITION</b>	<b>3,900,000</b>	<b>1,706,800</b>	<b>500,000</b>	<b>4,400,000</b>	<b>2,206,800</b>	<b>2,230,328</b>	<b>1,984,208</b>	<b>222,592</b>	<b>-</b>	<b>3,501,758</b>	<b>1,271,430</b>	<b>(37,128)</b>	<b>-</b>
<u>IMPROVEMENT/DEVELOPMENT PROJECTS</u>													
Kaiser Woods Park Development - Phase 2 and 3	695,598	-	-	695,598	-	812,978	10,869	-	Complete	823,847	10,869	(128,249)	(10,869)
Beaverton Powerline Trail Segments 7-11	802,500	593,000	317,622	1,120,122	910,622	141,133	12,350	1,030,887	Budget	1,184,370	1,043,237	(64,248)	(132,615)
Synthetic Turf Field	800,000	600,000	-	800,000	600,000	200,000	-	600,000	Budget	800,000	600,000	-	-
PCC Rock Creek Recreation Complex Construction	10,140,372	1,169,200	-	10,140,372	1,169,200	8,486,599	272,745	896,455	Award	9,655,799	1,169,200	484,573	-
Lowami Hartwoods Development Phase I	100,000	42,000	-	100,000	42,000	43,141	2,570	40,523	Award	86,234	43,093	13,766	(1,093)
Novice Skate Park	150,000	135,000	40,000	190,000	175,000	29,998	2,213	172,787	Budget	204,998	175,000	(14,998)	-
Fanno Creek Trail	640,000	566,450	745,500	1,385,500	1,311,950	67,539	23,022	1,288,928	Budget	1,379,489	1,311,950	6,011	-
SW Community Park Planning/Design	200,000	200,000	-	200,000	200,000	-	-	200,000	Budget	200,000	200,000	-	-
Garden Home Parking Lot Improvements	225,000	188,740	12,902	237,902	201,642	40,697	143,060	48,035	Award	231,792	191,095	6,110	10,547
Old Wagon Trail Replacement Design	73,000	60,000	-	73,000	60,000	26,920	6,043	53,957	Budget	86,920	60,000	(13,920)	-
LGGP Grant Match for Novice Skate Park	-	-	40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
MTIP Grant Match for Westside Trail	-	-	40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Undesignated Projects	-	-	847,063	847,063	847,063	-	-	-	Budget	-	-	847,063	847,063
<b>TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS</b>	<b>13,826,470</b>	<b>3,554,390</b>	<b>2,043,087</b>	<b>15,869,557</b>	<b>5,597,477</b>	<b>9,036,027</b>	<b>472,872</b>	<b>4,411,572</b>	<b>-</b>	<b>14,733,449</b>	<b>4,884,444</b>	<b>1,136,108</b>	<b>713,033</b>
<b>Total - SDC Fund</b>	<b>17,726,470</b>	<b>5,261,190</b>	<b>2,543,087</b>	<b>20,269,557</b>	<b>7,804,277</b>	<b>11,266,355</b>	<b>2,457,080</b>	<b>4,634,164</b>		<b>18,235,207</b>	<b>6,155,874</b>	<b>1,098,980</b>	<b>713,033</b>

**KEY**  
 Budget Estimate based on original budget - not started and/or no basis for change  
 Reallocated Project Scope has been reduced to provide funding for another project  
 Award Estimate based on Contract Award amount or quote price estimates  
 Complete Project completed - no additional estimated costs to complete.



# TUALATIN HILLS PARK & RECREATION DISTRICT

## MEMORANDUM

Date: January 23, 2008  
 To: Board of Directors  
 From: Keith Hobson, Director of Business Services  
 Re: **System Development Charge Report for November 2007**

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 three per cent (3%) handling fee for collections through November 2007.

Type of Dwelling Unit	Current SDC per Type of Dwelling Unit
Single Family	\$3,574.00 with 3% discount = \$3,466.78
Multi-Family	\$2,749.00 with 3% discount = \$2,666.53
Manufactured	\$2,521.00 with 3% discount = \$2,445.37
Non-residential	\$112.00 with 3% discount = \$108.64

<u>City of Beaverton Collection of SDCs</u>		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
2,288	Single Family Units	\$5,381,768.21	\$166,442.79	\$5,548,211.00
15	Single Family Units at \$489.09	\$7,336.35	\$221.45	\$7,557.80
1,161	Multi-family Units	\$2,039,281.44	\$63,070.56	\$2,102,352.00
0	Less Multi-family credits	(\$7,957.55)	(\$229.36)	(\$8,186.91)
<u>150</u>	Non-residential	<u>\$307,674.65</u>	<u>\$9,116.03</u>	<u>\$316,790.68</u>
<b><u>3,614</u></b>		<b><u>\$7,728,103.10</u></b>	<b><u>\$238,621.47</u></b>	<b><u>\$7,966,724.58</u></b>

<u>Washington County Collection of SDCs</u>		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
5,430	Single Family Units	\$12,301,545.82	\$380,374.18	\$12,681,920.00
-300	Less Credits	(\$623,548.98)	(\$19,285.02)	(\$642,834.00)
1,707	Multi-family Units	\$3,315,037.08	\$102,826.78	\$3,417,863.86
-24	Less Credits	(\$47,323.24)	(\$1,463.61)	(\$48,786.85)
0	Manufactured Housing	\$0.00	\$0.00	\$0.00
<u>65</u>	Non-residential	<u>\$170,770.12</u>	<u>\$5,042.39</u>	<u>\$175,812.51</u>
<b><u>6,878</u></b>		<b><u>\$15,116,480.80</u></b>	<b><u>\$467,494.72</u></b>	<b><u>\$15,583,975.52</u></b>

<u>Recap by Agency</u>		<u>Percent</u>	<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
3,614	City of Beaverton	33.83%	\$7,728,103.10	\$238,621.47	\$7,966,724.58
<u>6,878</u>	Washington County	<u>66.17%</u>	<u>\$15,116,480.80</u>	<u>\$467,494.72</u>	<u>\$15,583,975.52</u>
<b><u>10,492</u></b>		<b><u>100.00%</u></b>	<b><u>\$22,844,583.90</u></b>	<b><u>\$706,116.19</u></b>	<b><u>\$23,550,700.10</u></b>



<u>Recap by Dwelling</u>	<u>Mfg</u>	<u>Single Family</u>	<u>Multi-Family</u>	<u>Non-Resident</u>	<u>Total</u>
City of Beaverton	0	2,303	1,161	150	3,614
Washington County	<u>0</u>	<u>5,130</u>	<u>1,683</u>	<u>65</u>	<u>6,878</u>
	<b>0</b>	<b>7,433</b>	<b>2,844</b>	<b>215</b>	<b>10,492</b>

**Total Receipts to Date** **\$22,844,583.90**

**Total Payments to Date**

Refunds	( \$1,100,859.10)	
Administrative Costs	( \$18.65)	
Project Costs -- Development	( \$14,631,878.31)	
<u>Project Costs -- Land Acquisition</u>	<u>( \$5,575,879.93)</u>	<b><u>(\$21,308,635.99)</u></b>
		<b><u>\$1,535,947.91</u></b>

<u>Recap by Month, FY 2007-08</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Interest</u>	<u>SDC Fund Total</u>
through June 2007 (1)	\$21,917,260.69	(\$17,567,681.05)	\$1,717,249.26	\$6,066,828.90
July	\$246,119.26	(\$725,507.66)	\$22,110.41	(\$457,277.99)
August	\$190,079.77	(\$1,295,424.15)	\$23,323.07	(\$1,082,021.31)
September	\$144,281.28	(\$1,231,758.29)	\$17,366.72	(\$1,070,110.29)
October	\$191,766.09	(\$436,834.18)	\$12,750.30	(\$232,317.79)
November	\$92,674.77	(\$51,430.66)	\$12,189.96	\$53,434.07
December	\$62,402.04	\$0.00	\$0.00	\$62,402.04
January	\$0.00	\$0.00	\$0.00	\$0.00
February	\$0.00	\$0.00	\$0.00	\$0.00
March	\$0.00	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00
	<b><u>\$22,844,583.90</u></b>	<b><u>(\$21,308,635.99)</u></b>	<b><u>\$1,804,989.72</u></b>	<b><u>\$3,340,937.63</u></b>

(1) Net of \$667,828.98 of SDC Credits awarded for park development projects.

Projected SDC receipts through June 30, 2007 per the budget were \$21,239,021. Actual receipts were \$21,917,261. This fiscal year's projected total receipts per the budget are \$3,082,460.

**Tualatin Hills Park and Recreation District**  
Systems Development Charge - Monthly Accounting, Year-to-Date FY 2007-08

**City of Beaverton Collection of S.D.C.'s**

	Unit Rate	Revenue	Collection Fee	Total
607 Single Family Units	1,891.50	1,147,194.75	35,480.25	1,182,675.00
138 Single Family Units	2,102.96	290,208.48	8,975.52	299,184.00
327 Single Family Units	2,203.84	720,655.68	22,288.32	742,944.00
15 Single Family Units	489.09	7,336.35	221.45	7,557.80
331 Single Family Units	2,327.03	770,250.47	23,818.53	794,069.00
205 Single Family Units	2,457.01	503,687.05	15,577.95	519,265.00
281 Single Family Units	2,638.40	741,390.40	22,929.60	764,320.00
304 Single Family Units	2,891.57	879,037.28	27,186.72	906,224.00
95 Single Family Units	3,466.78	329,344.10	10,185.90	339,530.00
464 Multi-family Units	1,454.03	674,669.92	20,866.08	695,536.00
0 Cathy Brucker, Finance t	1,616.99	0.00	0.00	0.00
0 Less Credits		(7,957.55)	(229.36)	(8,186.91)
110 Multi-family Units	1,694.59	186,404.90	5,765.10	192,170.00
74 Multi-family Units	1,789.65	132,434.10	4,095.90	136,530.00
245 Multi-family Units	1,889.56	462,942.20	14,317.80	477,260.00
68 Multi-family Units	2,029.24	137,988.32	4,267.68	142,256.00
200 Multi-family Units	2,224.21	444,842.00	13,758.00	458,600.00
0 Multi-family Units	2,445.37	0.00	0.00	0.00
0 Multi-family Units	2,666.53	0.00	0.00	0.00
150 Non-residential	Various	307,674.65	9,116.03	316,790.68
<b>3,614</b>	<b>Total</b>	<b>7,728,103.10</b>	<b>238,621.47</b>	<b>7,966,724.58</b>

Improvement Fee (1)	Reimbursement Fee (1)	Collection/ Admin Fee (1)	Total SDC Fee
1,048,032.00	27,292.50	107,350.50	1,182,675.00
265,123.05	6,904.25	27,156.70	299,184.00
658,362.68	17,144.86	67,436.46	742,944.00
6,697.37	174.41	686.02	7,557.80
703,667.30	18,324.67	72,077.03	794,069.00
460,148.68	11,983.04	47,133.28	519,265.00
677,305.11	17,638.15	69,376.74	764,320.00
803,053.88	20,912.90	82,257.22	906,224.00
300,875.81	7,835.43	30,818.75	339,530.00
545,663.32	86,768.81	63,103.87	695,536.00
0.00	0.00	0.00	0.00
(6,422.81)	(1,021.33)	(742.77)	(8,186.91)
150,761.60	23,973.40	17,435.00	192,170.00
107,110.79	17,032.25	12,386.96	136,530.00
374,420.99	59,538.66	43,300.36	477,260.00
111,602.97	17,746.58	12,906.45	142,256.00
359,781.55	57,210.81	41,607.50	458,600.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
287,994.42	0.00	28,796.26	316,790.68
<b>6,854,178.71</b>	<b>389,459.39</b>	<b>723,086.33</b>	<b>7,966,724.59</b>

**Washington County Collection of S.D.C.'s Revenue**

	Unit Rate	Revenue	Collection Fee	Total
1,916 Single Family Units	1,891.50	3,624,114.00	112,086.00	3,736,200.00
(91) Less SFR Credits	1,891.50	(172,126.50)	(5,323.50)	(177,450.00)
351 Single Family Units	2,102.96	738,138.96	22,829.04	760,968.00
(91) Less SFR Credits	2,102.96	(191,369.36)	(5,918.64)	(197,288.00)
741 Single Family Units	2,203.84	1,633,036.71	50,515.29	1,683,552.00
(118) Less SFR Credits	2,203.84	(260,053.12)	(8,042.88)	(268,096.00)
714 Single Family Units	2,327.03	1,661,582.84	51,294.16	1,712,877.00
666 Single Family Units	2,457.01	1,636,368.66	50,609.34	1,686,978.00
523 Single Family Units	2,638.40	1,379,883.20	42,676.80	1,422,560.00
297 Single Family Units	2,981.57	858,796.29	26,560.71	885,357.00
222 Single Family Units	3,466.78	769,625.16	23,802.84	793,428.00
117 Multi-family Units	1,454.03	169,830.51	5,552.49	175,383.00
41 Multi-family Units	1,616.99	66,296.59	2,050.41	68,347.00
68 Multi-family Units	1,694.59	115,232.12	3,563.88	118,796.00
194 Multi-family Units	1,789.65	347,192.10	10,737.90	357,930.00
(24) Less MFR Credits	1,789.65	(47,323.24)	(1,463.61)	(48,786.85)
508 Multi-family Units	1,889.56	959,896.48	29,687.52	989,584.00
563 Multi-family Units	2,029.24	1,142,101.28	35,322.58	1,177,423.86
139 Multi-family Units	2,224.21	309,165.19	9,561.81	318,727.00
77 Multi-family Units	2,666.53	205,322.81	6,350.19	211,673.00
0 Manufactured Housing	1,483.13	0.00	0.00	0.00
0 Manufactured Housing	2,039.91	0.00	0.00	0.00
Manufactured Housing	2,445.37	0.00	0.00	0.00
65 Non-residential	Various	170,770.12	5,042.39	175,812.51
<b>6,878</b>	<b>Total</b>	<b>15,116,480.80</b>	<b>467,494.72</b>	<b>15,583,975.52</b>

Improvement Fee (1)	Reimbursement Fee (1)	Collection/ Admin Fee (1)	Total SDC Fee
3,310,848.00	86,220.00	339,132.00	3,736,200.00
(177,450.00)	0.00	0.00	(177,450.00)
674,334.72	17,560.80	69,072.48	760,968.00
(174,827.52)	(4,552.80)	(17,907.68)	(197,288.00)
1,491,886.08	38,851.20	152,814.72	1,683,552.00
(237,574.30)	(6,186.83)	(24,334.87)	(268,096.00)
1,517,872.54	39,527.93	159,475.53	1,712,877.00
1,494,922.04	38,930.26	153,125.70	1,686,978.00
1,260,607.02	32,828.31	129,124.67	1,422,560.00
784,562.50	20,431.32	80,363.16	885,357.00
703,099.29	18,310.10	72,018.63	793,428.00
137,591.83	21,879.20	15,911.97	175,383.00
53,619.73	8,526.36	6,200.91	68,347.00
93,198.08	14,819.92	10,778.00	118,796.00
280,803.97	44,652.13	32,473.90	357,930.00
(38,274.36)	(6,086.21)	(4,426.28)	(48,786.85)
776,350.46	123,451.60	89,781.94	989,584.00
923,714.97	146,884.81	106,819.67	1,177,423.86
250,048.34	39,761.51	28,917.11	318,727.00
166,062.01	26,406.42	19,204.45	211,673.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
159,831.15	0.00	15,981.36	175,812.51
<b>13,451,226.55</b>	<b>702,216.03</b>	<b>1,430,528.37</b>	<b>15,583,975.52</b>

**Recap by Agency**

	Revenue	Collection Fee	Total	Percent
City of Beaverton	7,728,103.10	238,621.47	7,966,724.58	33.83%
Washington County	15,116,480.80	467,494.72	15,583,975.52	66.17%
<b>Total</b>	<b>22,844,583.90</b>	<b>706,116.19</b>	<b>23,550,700.10</b>	

Improvement Fee (1)	Reimbursement Fee (1)	Collection/ Admin Fee (1)	Total SDC Fee
6,854,178.71	389,459.39	723,086.33	7,966,724.58
13,451,226.55	702,216.03	1,430,528.37	15,583,975.52
<b>20,305,405.26</b>	<b>1,091,675.42</b>	<b>2,153,614.70</b>	<b>23,550,700.10</b>

<b>Add</b>	Allocation of interest earned		1,804,989.72				1,804,989.72
	Grant (THPF) received for Camp Rivendale & proceeds from land sale		0.00				0.00
<b>Less</b>	SDC Credits for Land Donation Paid in Cash		(736,652.08)		(736,652.08)	0.00	(736,652.08)
	Refunds of SFR Fees Collected in Error		(364,207.02)		(305,148.23)	2,727.21	(364,207.02)
	Administrative Costs Paid		(18.65)		0.00	0.00	(18.65)
	Collection Fees paid to City and County		(706,116.20)		0.00	(706,116.20)	(706,116.20)

**Project Costs**

Inger Land Acquisition	(690,517.55)	(690,517.55)	0.00	0.00	(690,517.55)
Husen Land Acquisition	(448,254.93)	(448,254.93)	0.00	0.00	(448,254.93)
Fanno Trail Matching	(123,868.34)	(123,868.34)	0.00	0.00	(123,868.34)
Stover/JQAY Acquisition	(164,160.04)	(164,160.04)	0.00	0.00	(164,160.04)
PGE Land Acquisition	(3,500.00)	(3,500.00)	0.00	0.00	(3,500.00)
Rock Creek/Bethany	(775,329.38)	(775,329.38)	0.00	0.00	(775,329.38)
Camp Rivendale	(628,794.95)	(628,794.95)	0.00	0.00	(628,794.95)
Conestoga Play Structure	(27,951.70)	(27,951.70)	0.00	0.00	(27,951.70)
Synthetic Turf Project	(315,242.42)	(315,242.42)	0.00	0.00	(315,242.42)
Stuhr Building Expansion	(148,261.65)	(148,261.65)	0.00	0.00	(148,261.65)
Bluffs Park Development	(107,645.65)	(107,645.65)	0.00	0.00	(107,645.65)
Foege Park Development	(130,871.23)	(130,871.23)	0.00	0.00	(130,871.23)
Kelvin Land Acquisition	(46,448.00)	(46,448.00)	0.00	0.00	(46,448.00)
Beaverton Pwrln Trail	(163,174.85)	(163,174.85)	0.00	0.00	(163,174.85)
Kaiser Woods	(1,007,228.86)	(1,007,228.86)	0.00	0.00	(1,007,228.86)
PCC Athletic Fields MP & Construction	(9,260,207.86)	(9,260,207.86)	0.00	0.00	(9,260,207.86)
Synthetic Turf Field 2	(531,551.57)	(531,551.57)	0.00	0.00	(531,551.57)
Winkleman Land Acquisition	(27,000.00)	(27,000.00)	0.00	0.00	(27,000.00)
BSD Synth Turf Field Matching Funds	(200,000.00)	(200,000.00)	0.00	0.00	(200,000.00)
Nature Park Infrastructure	(98,362.62)	(98,362.62)	0.00	0.00	(98,362.62)
HMT Play Structure Phase II	(135,277.74)	(135,277.74)	0.00	0.00	(135,277.74)
Other Land Acquisition (thru FY07)	(625,369.85)	(625,369.85)	0.00	0.00	(625,369.85)
Novice Skate Park	(31,189.87)	(31,189.87)	0.00	0.00	(31,189.87)
CRA Backyard Master Plan	(103,987.26)	(103,987.26)	0.00	0.00	(103,987.26)
Mt. Williams Land Acquisition	(1,600,220.00)	(1,600,220.00)	0.00	0.00	(1,600,220.00)
Tennis Air Structure	(528,651.17)	(528,651.17)	0.00	0.00	(528,651.17)
Lowami Hart Woods Phase I	(45,711.39)	(45,711.39)	0.00	0.00	(45,711.39)
Garden Home Parking Lot Expansion	(128,467.86)	(128,467.86)	0.00	0.00	(128,467.86)
Aloha Park School Fields Restoration	(107,196.50)	(107,196.50)	0.00	0.00	(107,196.50)
Old Wagon Trail Rplcment Design	(32,905.44)	(32,905.44)	0.00	0.00	(32,905.44)
Land Acquisition (thru FY08)	(16,036.00)	(16,036.00)	0.00	0.00	(16,036.00)
Rystadt Property Acquisition	(173,001.85)	(173,001.85)	0.00	0.00	(173,001.85)
March Property Acquisition	(932,569.52)	(932,569.52)	0.00	0.00	(932,569.52)
Brady Property Acquisition	(848,802.19)	(848,802.19)	0.00	0.00	(848,802.19)

**Total SDC Fund Cash Increase (Decrease)**

**3,340,937.63**

**504,004.85 | 1,235,798.06 | 1,601,129.92 | 3,340,937.63**



# TUALATIN HILLS PARK & RECREATION DISTRICT

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## Advisory Committee Meeting Minutes

### January 2008

Tualatin Hills Nature Park Advisory Committee	January 10
Athletic Center Advisory Committee	November 15 <i>January minutes will be provided in March packet.</i>
Unified Fields Steering Committee	December 13 <i>January minutes will be provided in March packet.</i>
Aquatics Advisory Committee	January 10
Cedar Hills Recreation Center Advisory Committee	January 24
Stuhr Center Advisory Committee	January 14
Jenkins Estate Advisory Committee	January 8
Garden Home Recreation Center Advisory Committee	January 9
Conestoga Recreation and Aquatic Center Advisory Committee	<i>January minutes will be provided in March packet.</i>
Trails Advisory Committee	December 18 <i>January minutes will be provided in March packet.</i>



**Tualatin Hills Park & Recreation District**  
**ADVISORY COMMITTEE MEETING MINUTES**

**Tualatin Hills Nature Park Advisory Committee Meeting**

**Date: January 10, 2008**

**Time: 7:00 PM**

**Location: Nature Park Interpretive Center**

**In Attendance**

Committee Members: Rod Coles, Karl Quade, Jerome Magill, Jim Olson,  
Deborah Winer, Al Mowbray, Kevin Hoover & Richard  
Hose  
Staff: Joan Anderson-Wells & Bruce Barbarasch

**I. Call to Order**

Rod Coles called the meeting to order at 7:03 PM.

**II. Approval of Minutes**

Minutes were approved as read. Jim Olson moved for approval and Al Mowbray seconded the motion. All voted in favor of approval.

**III. New Business**

a. Capital Budget (2008-2009)

- Joan provided a review of the list provided in the handout package and asked the Committee to prioritize the list. Joan noted that the group was to delete Item #8 as she thought that there were other more cost effective methods to resolve the noise issue in the Robin's Nest.
- Jim Olson discussed the \$79,000 already approved for the Old Wagon Trail Project (planning only).
- Deborah Winer questioned the value of revised maps since the Old Wagon Trail Project would require additional changes and the cost impact of multiple revisions.
- Jerome Magill discussed issues regarding the proposed shelving in the Maintenance Yard. Bruce asked how often the shelves would be used beyond the Plant Sale times. The question of: Should the cost come out of the Foundation budget versus Capital Outlay was discussed.
- After further discussion, the group agreed to delete Items #1 and #2 from further consideration and appropriate funds from the Foundation account.
- Bruce provided an explanation of the Capital Outlay process and noted that the amount of money that was available was a small percentage to the total THPRD budget. He suggested that we consider only the top 3 items for submittal and consider that the proposed Bond Measure could provide additional funding in the future for other items (if passed by the voters). Otherwise, the group should consider other methods of raising funds or soliciting from local businesses and/or sponsorship by businesses for similar projects.



- The group then discussed the revised listing, voted for their top three projects. Kevin compiled the results and announced the following results:

- #1 Old Wagon Trail
- #2 Information Kiosk
- #3 Educational Native Plant Display Garden Phase I/II

b. 2008 Goals for Nature Park Advisory Committee

- After some discussion about the subject, Rod Coles suggested that as a homework assignment, all members were to think about what goals we wanted to establish and bring them to the next meeting for formalization and further discussion.
- Kevin noted the use of the S.M.A.R.T. process, but could not remember what the acronym stood for so here it is: **S** = Specific, **M** = Measurable, **A** = Attainable, **R** = Realistic, **T** = Timely.

c. 2008 Bond Measure

- Bruce reviewed the proposed 2008 THPRD Bond Measure (November 2008).
- Rod Coles noted that he was on the Citizens Committee to develop the measure and would report progress at future meetings.

d. Jerome Magill- Resignation & Plant Sale

- Joan noted that Jerome had submitted his resignation (effective February 1, 2008), but he will continue to help the group with the annual plant sales. Joan will post the opening as she has in the past.
- Jerome noted that the rest of the Committee “needed to step up their efforts” to assist Joan and her staff in dealing with all of the issues that arise before, during and after the sales.

e. Nature Park Update

- The work in the oak restoration areas, the Ponderosa Loop Trail, Vine Maple and Old Wagon continues.
- December 2007 Volunteer Report:  
Total Hours: 289.5 hours  
Total Volunteers: 29  
Position breakdown:

<b>Position</b>	<b>Hours</b>
Administration	8.0
Advisory Committee	19.0
Intern	19.0
Invasive Plant Removal	86.5
Interpretive Garden	3.0
Park Watch	100.0
Trail Maintenance	54.0

- Plants are being ordered for the Spring 2008 Native Plant Sale (Saturday, April 12, 2008)
- Staff are now preparing for the Winter/Spring programs, summer programs and budget for 2008/2009.
- Registration for the winter programs is going well and programs are filling up.
- The Nature Park has revised the Birthday Party packages for kids (Joan passed around sample brochures). We now have new themes and other craft packages and goody bags as extras to purchase for the parties.
- The NOAA weather station recorded 11.17" of rain in December for the Nature Park.

#### IV. **Financial Report**

##### a. December 2007 Foundation Report

Foundation:

12/01/07

Beginning Balance: \$21,535.24

Revenue: \$ 479.32

Expenditures: \$ 500.26

Balance: \$21,514.30

Old Wagon Trail: \$ 3,042.25

##### b. 2007-2008 Challenge Grant

Challenge Grant: \$ 5,000.00

##### c. Advisory Committee Competitive Grant Application

- Joan provided copies of the handout on the Advisory Committee Competitive Grant Application outline and form for completion.
- Bruce noted that since this information came out late, that staff would most likely extend the submission date to the end of the month.
- The group discussed which project for the previously discussed list should be used for this application. We finally decided that the Upgraded Security System should be used and Kevin agreed to assist Joan in writing the grant proposal. Kevin and Joan will meet off line for this task.

#### V. **Old Business**

##### a. Old Wagon Trail Update

- Joan noted that the trail was currently closed due to all of the recent rains and that it should open in the next week or two.
- Rod Coles read an email from the THPRD Planning Department noting that the work was continuing on this side.

##### b. Garden Update

- Joan discussed the Phase Plan of the areas of the garden to be worked on and will provide future updates as they become available.

##### c. Kiosk Update

- Joan had included in the handouts a sketch of the kiosk in its current design for comments.

- Deborah asked if the group would consider sponsorship of the outside panels, but it was noted that the design would need significant change to accommodate this request.

## **VI. Open Discussion**

- a. Vern Williams – Discussion on the party schedule for January 25, 2008
  - A detailed and lengthy discussion followed to resolve any open issues regarding the party for Vern.
  - Jerome will buy a Book of Remembrance for all to sign versus a large card. Jerome will also be responsible for decorating the meeting room.
  - Kevin has already delivered the Martinelli's Sparking Apple Cider to Joan and will continue working on the PowerPoint presentation CD.
  - It was agreed to have a Dogwood planted in the Nature Park in Vern's honor, maybe where Jerome suggested replacing a non-native Hawthorn tree in the gardens.
- b. Comments from outgoing Chairperson Jim Olson.
  - Jim thanked the group for all of the help that they provided during his presentation to the THPRD Board last year.
  - Jim asked that the group provide the same support to Rod Coles when he makes his presentation this year.
- c. Joan asked that all Committee members show up at the THPRD Board meeting on Monday, January 14<sup>th</sup> at 7:00 PM where Vern Williams work and dedication was to be acknowledged.

## **VII. Next Meeting will be held on Thursday, February 14, 2007 at 7:00 PM.**

Meeting adjourned at 9:02 PM.

Respectfully submitted,

Kevin Hoover  
Recording Secretary



**Tualatin Hills Park & Recreation District**  
**ADVISORY COMMITTEE MEETING MINUTES**

**Athletic Center Advisory Committee Meeting**

**Date: Thursday, November 15, 2007**

**Time: 5:30 p.m.**

**Location: Athletic Center Conference Room**

**In Attendance**

Committee Members: Janet Allison, Chair; Greg Cody, Committee Member;  
Carrie Fisher, Committee Member; Todd Griswold,  
Committee Member  
Staff: Scott Brucker, Julie Rocha

**I. Call to Order**

Janet called the meeting to order at 5:30 p.m.

**II. Approval of Minutes**

Janet submitted the minutes of the October meeting.

**Motion: Greg made a motion to approve the minutes as submitted. Carrie seconded the motion and the motion carried unanimously.**

**III. Financial Report**

Scott reviewed the income statement as of October 31, 2007 showing a balance of \$17,468.73.

**IV. New Business**

**Athletic Center Advisory Committee (ACAC) Financial Statement**

After review of the financial statement dated October 31, 2007, the members discussed a fundraiser in the form of a wrestling tournament or basketball tournament. Scott explained that at the present time, tournaments held at the Athletic Center benefit family assistance for the Park Foundation. If the members want to use one of these tournaments as a fundraiser, funds can be shared with the Foundation. Janet stated currently the Foundation covers only 25% of the cost of family assistance. However, the 3 to 5-year goal is to raise enough money to cover the cost of this program 100% as had been done in the past. When this is accomplished, Janet would like to see the ACAC receive a larger share of tournament income, possibly as much as \$4,000 to \$5,000 revenue per year to fund projects brought to us by our user groups and steering committees. Janet suggested two options -- either hold several tournaments and share a portion of revenue from each with the Foundation; or hold one or two tournaments with revenue going exclusively to the ACAC.

Todd asked how family assistance worked at the Athletic Center and if the majority of the fee waivers were for classes. Scott answered last year approximately \$7,000 was spent on league fees for middle school basketball and affiliates. After that, a portion goes to classes. Todd mentioned he gets several calls per year asking how to apply for family assistance. Janet said

he should refer these people to Administration since the program is administered from there. Scott mentioned Anne Bookless is now the contact person instead of Sue LeBlanc.

Julie suggested a 3-on-3 adult basketball tournament on the outside courts. She had experience with this type of tournament in Colorado and it was very well attended. The members agreed this was an excellent idea and we would like to pursue this type of tournament, possibly this spring. Janet reminded the members that in the past, the ACAC hosted winter basketball tournaments for several years to generate revenue.

**Action Item for Scott and Julie: Look into the possibility of revenue for the ACAC from tournaments.**

### **2008-2009 Budget Development**

After the members discussed capital and Challenge Grant projects, it was decided to rank the projects as follows:

#### **ACAC Challenge Grant Projects**

1. Portable PA
2. Scorekeeper platform on Baseball Field 2
3. Sunset Park dugout covers – possible Air National Guard project at no cost
4. Dugout covers on Baseball Field 2

#### **Capital Projects**

1. Speakers on outdoor fields
2. Install scoreboard Baseball Field 2 – possible Air National Guard project at no cost
3. North fields play structure – SDC listed since 2004
4. Parking structure
5. Air conditioning for the Athletic Center

After costing out our Challenge Grant projects, we will know if we have exceeded our \$5,000 + \$5,000 amount allowed. Janet asked about the availability of additional Challenge Grant funds. Scott said we should know by February 1st if competitive Challenge Grant funds are available for our use.

Authorization for a design build of the Novice Skate Park is expected at the meeting of the Board of Directors in December. A design build was chosen so we can take advantage of the grant we received and because the third bid came back in August at \$490,000 for the base bid. This last bid was rejected.

Janet requested the item “scoreboards on softball fields” be deleted. This item has been listed for many years and it was decided long ago not to expend any funds since they were neither needed nor wanted.

Todd would like to see more requests for projects submitted by the steering committees that are under the purview of the ACAC.

### **2007-2008 ACAC Budget**

See above.



**V. Old Business**

**Update Committee Structure**

After our discussion last month, Scott had a discussion with Doug and Jim. Doug indicated an evaluation would be done District-wide in fall of 2008 and Advisory Committees would be involved in the process.

This led to further discussion regarding Greg's point last month about adding one representative from each of the three Recreation Centers to our "Sports Community Advisory Committee". Janet reiterated if that was to happen, these new members must be interested and able to change their focus from their own Recreation Center to *sports District-wide*.

Scott would like to have our Advisory Committee rotate monthly meetings at other Recreation Centers as well as at the Athletic Center. Janet commented when she was on the Board of Directors, they held meetings at the various other facilities and it was very educational for the Board members to get out in the community. Greg agreed if our Advisory Committee was to expand to sports District-wide, we should broaden our scope and change our definition. Scott added if we are going to support the affiliates and they participate at other facilities, we need to be more aware of what happens in other communities.

**VI. Committee Time**

**Greg** – Called our attention to the fact that his term is over as of this month. He would like to reapply. Janet and Carrie endorsed Greg to remain on the Committee.

**Action Item for Greg: Submit his application to remain a member of the Athletic Center Advisory Committee.**

**Action Item for Scott: Submit Greg's application for inclusion in the Board packet for the December meeting.**

**Greg** – Would like to discuss synthetic turf for baseball fields at a future meeting. Janet said she would try to listen with an open mind. ;-)

**Janet** – Regarding holiday get together. She will organize date and place and will contact all. Everyone attending will cover their own meals.

**Julie** – Invited all to the Season of Giving 5K fun run the morning of Saturday, December 8, at 7:30 a.m.

**VII. Next Meeting will be held on Thursday, January 17, 2008, at 4:30 p.m. in the Athletic Center conference room.**

Meeting adjourned at 6:45 p.m.

Respectfully submitted,  
Janet Allison  
Recording Secretary



**Tualatin Hills Park & Recreation District**  
**STEERING COMMITTEE MEETING MINUTES**

**Unified Fields Steering Committee Meeting**

**Date: Thursday, December 13, 2007**

**Time: 6:30 pm**

**Location: Athletic Center Conference Room**

**In Attendance**

Committee Members: Alan Hodgson (Lacrosse); Bill Kanable (Rec Soccer), Vice Chairperson; Janet Allison (Adult and Emerging Sports), Chairperson; Jim Marron (Youth Softball); Raiyo Aspandiar (Cricket), Secretary

Staff: Julie Rocha, Scott Brucker

**I. Call to Order**

The meeting was called to order at 6:40 pm.

**II. Approval of Minutes**

A motion to approve the minutes of the October 2007 was put forth by Bill Kanable and seconded by Alan Hodgson. This motion was passed unanimously.

**III. Financial Report**

Not Applicable

**IV. New Business**

Field Representatives Notebook

Julie handed out the first draft of the Field Representatives Notebook. Since, starting in 2008, there would be fees assessed for User Groups using fields managed by the District, Julie was given the action item to put together this notebook with all forms that need to be filled out for reservation and use of the fields, as well as other necessary information such as Steering Committee rosters, Incident Report Forms, Emergency Contact Procedures, Maintenance Requirements, etc. contained within. This notebook would therefore enable a seamless transfer of responsibilities from one Field Representative to another, when there is a change in the Field Representative, for any sport. Julie mentioned that this was a first draft and not everything in the distributed notebooks was perfect. The District staff was still working on finalizing many of the forms contained within.

Julie requested all Unified Fields Steering Committee (UFSC) members to carefully review this first draft and give input as to what needs to be put in there, what needs to be taken out and any other modifications. The goal was to have this notebook finalized sometime in January 2008. Scott added that special meetings would be set up for orienting all the field representatives with the finalized notebooks. The intention at these meetings was to get the same information out to all Field representatives at the same time. Scott emphasized that this would enable the Affiliated User Groups to do business with THPRD in an easy manner.

The Committee members in attendance spent some time reviewing the various forms and pages contained in the notebook that Julie had distributed. Some items were brought up for discussion.

Bill pointed out an impasse that he felt existed with respect to In-District Residency Verification. When youths register in the sports leagues, most of this is done electronically. Though the league officials do verify if these players have THPRD ID cards when they play the games, there is no verification process to determine if the registrant is an in-District or out-of-District Resident. Scott replied that the number on the registrant THPRD ID card was all that was needed to determine in-District or out-of-District residency. Once the District staff gets the ID card number then they can go into the database and search the address of the registrant to determine his/her residency with respect to the THPRD boundaries and charge him/her the specific user fee. This procedure is not problem free since quite a few times the registrant puts in a wrong digit in their number or inadvertently switches two adjacent numbers. Bill reiterated that this issue needs to be called out. He stated that the THPRD needs to find a way to better administer this in-District vs. out-of-District verification procedure in the long term. But, if there is no way to manage it, then the policy needs to be changed.

Janet asked if an out of state ID card was enough to get an out-of-District THPRD card. The In-District Residency Verification page in the notebook stated that one needed an Oregon ID card or an Oregon State Driver's license. Scott stated that in principle, another state's ID card should also be a valid verification document, and this change should be made in the notebook.

Jim noted that one statement, which he had never seen before, was written in the Field Use Eligibility page in the notebook. This was the point that each youth league should have 51% of its players to be residents within the District boundaries. Scott replied that, assuming that all the rosters submitted were accurate, none of the leagues ever ran into a problem with this requirement before. Jim retorted that he knew of instances that some leagues, such as Babe Ruth, had gotten players from out of District to play in the in-District baseball leagues before. Bill also mentioned some teams in soccer bring in players from other areas to become more competitive. But, most of the in-District residents are being taken care of with respect to playing time. In any case, Bill suggested that all leagues and clubs are aware of these rules of in-District vs. out-of-District verification and that the Park District put in place a very good system for verification.

Jim said that the youth softball leagues were not collecting or checking IDs before a season or a match. They were just ensuring that the address entered by the registered players was correct and whether it was in or out of District. Scott reminded the Committee members that originally the THPRD ID card had a random alphanumeric code on it. But this code was hard to remember so when a person was asked for that code, the person could not remember it. Next, the person's SSN was written on it, but a couple of years ago this was changed for identity theft risk reasons to a code that included the first three letters of the person's last name and the person's birthday. The address was never part of the code on the ID card. Scott admitted that an effective registration process by the league takes a lot of time and effort and is typically manual. Manual registration is however, more accurate. On-line registration creates a lot more errors.

Jim suggested that Emergency Services be informed of the way to get in and out of every field, particularly for Sunset Park, when they arrive to attend to emergencies on the fields. Scott replied that the District will ensure that all Emergency Services, will be registered, and have maps to the fields so that they know what to do when they arrive there in an emergency. Bill suggested that, just as it was done at the PCC Rock Creek Sports Facility, these maps and other relevant information be posted at the high school turf fields, too. Scott replied that this is going to be done.

Bill also requested that near lock boxes at the fields, particularly the BSD High School fields, lights be placed nearby and that they be put on to facilitate the opening and use of the lock boxes. Scott replied that there was a light near each lock box on every field and this should be on during the games.

Bill further suggested that there be some easy way for User Groups to get the codes for the lights at the fields, since if the Field Representative is not present at the field for whatever reason, it is quite difficult to get the codes from THPRD staff, especially if the person is not familiar to THPRD staff. Scott reiterated that he expects the Field Representatives, who will be given the codes initially, to share the codes with the other league representatives in their sport so that it is not necessary to hunt for the codes at the last minute. Scott also stated these codes would be changed periodically. The next time the codes are scheduled to be changed is just before the spring season.

Alan suggested that the Field Representative notebook be converted to PDF form and posted on the District's web site. Janet agreed and also stated that the idea to have a Field Representative notebook was brilliant. Other attendees concurred with Janet with this statement, too.

#### Affiliated User Agreements

Scott handed out copies of the draft of the new Affiliated User Agreement. Scott emphasized that these agreements have become more complicated and that the drafts contained only a template. Previous versions of the document need to be changed to account for the new fee structure, allocation requirements and other possible classifications of affiliated entities.

There are now three levels of Non-Profit Organization per THPRD:

- An affiliate is a non-profit, community based group which provides a service, focused on in-District needs and constituents that THPRD would provide if they did not exist. But THPRD is spending public funds to assist the affiliate.
- A partner/associate is also a non-profit, community based group, which provides a service for community benefit, but this service would not be provided by THPRD if the partner/associate did not exist. However, affiliates operate and exist as a result of partners/associates' support, licensing and sanctioning. Example of a partner/associate is the Beaverton School District, and OYSA.
- A renter is a non-profit organization that rents exclusive use of THPRD space. If the renter garners any financial benefit from use of that space then these proceeds must be donated to a charitable foundation or organization. For profit organizations are not allowed. One example given of a renter is Boy Scouts of America. This is to avoid running into problems, legal or otherwise.

Scott again stated that the present Affiliated User Agreement is in draft mode. The General Manager and legal department still need to have a look at it and approve it.

Scott provided an example of what an organization needs to get done to become a THPRD affiliate. This included having in place the organization's policies, procedures, registration guidelines, mission, By-laws, liabilities, primary service boundaries, etc. Scott then described the Considerations Section in the draft. Scott stated that this section ensures that organizations cannot make money from public land. For instance, the organization cannot charge hefty registration fees from participants to pay someone a large amount of money to an officer of the organization to do a specific task. Similarly, coaches in a league can be paid for their services but if that amount is exorbitant then the non-profit classification of the affiliate league will be called into question. Scott clarified that THPRD does not want to, and cannot, get into the operations of the various sports leagues. THPRD just wants to ensure that affiliates are non-profit organizations.

Bill mentioned that there were no checks and balances within the affiliated groups' internal organization. The affiliate groups need to do due diligence since these affiliate groups are part of THPRD and any problem within one of these groups will become a problem for THPRD. Scott confirmed that THPRD is ultimately responsible for what affiliate groups do and therefore the need for a Affiliated User Group Agreement is necessary since this agreement will define who these groups are, what they do and how they do it.

Scott also clarified the out-of-District participant issue. Out-of-District participants should not be registered if the needs of the in-District participants were not being met. However, if there is enough room to accommodate out-of-District applicants, then they can be welcomed and registered. Further, new programs are not welcome if a similar program already exists within the District.

Jim stated that the affiliates should be given credit for the job that they were doing, namely providing services to in-District participants who pay taxes. THPRD provides the assets (i.e. fields) to the affiliates for these affiliates to provide this service. However without the existence of some of the affiliate groups, THPRD would have to undergo a lot of expense, for hiring new staff, to provide the same level of services that the affiliate groups do. Jim stressed that the affiliated groups need to feel good about what they are reading in the Affiliated User documents.

Bill suggested that the affiliate groups need to go up in front of the THPRD Board of Directors and educate them about what services they provide to the Park District residents. Janet agreed and stated that Board of Directors members should also be educated that the affiliated groups provide *active recreation* for the residents of the District.

Scott stated that the non-profit status addresses whether the Board members of the affiliated groups are paid or not. This was the first item in the Requirements Section of the draft. The Park District is affiliated with the sports. So, when a member of an Affiliated User Group goes to an outside entity for support or help then it's as if THPRD is doing that.

Alan suggested that the annual budget of each affiliate be incorporated into the Affiliated User Agreement document too so that it is apparent to all what the affiliate is paying for. Bill suggested that another item to be added to the Affiliated User Agreement is that if the purpose or scope or mode of operation of an affiliated group changes in the future, this needs to be communicated to the Park District and be accepted as a change. If the Park District has



sufficient resources such as fields, to support that change, then it will be accepted. Scott reiterated that new clubs for a specific sport needs to be accepted within the Affiliated User Group before they are recognized by THPRD.

Jim stated that when an organization files for non-profit classification 501(c)(3) that organization needs to identify any change that occurs in that organization. Hence, it was decided to incorporate, with sufficient notice to the groups, that Affiliated User Groups provide a copy of the non-profit application 501(c)(3) to the THPRD with their User Group Agreements.

There was considerable discussion as what defines a non-profit organization vs. a for-profit organization. If a non-profit organization becomes a for-profit organization, then the Park District needs to know and accept that before having that organization continue as an affiliate of the Park District. Janet asked that, for instance, if a affiliated group runs a tournament to pay for their on-going expenses is it construed as being a for-profit organization? Scott clarified that the key term was intent here. However, it was eventually decided that this issue of how a non-profit organization is defined needs to be clarified and was best left up to the attorneys to decide.

Scott stated, in summary, that the next step on the Affiliated User Agreement was for the draft to be massaged further by THPRD staff and then sent out by email to all the UFSC members, so that they can then forward it to their respective committees for review and necessary action.

## V. **Old Business**

### Winter Fields Update

Julie stated that all grass fields were closed for winter, but the turf fields are being used. The grass parking lot behind the baseball/softball fields at the Athletic Center complex off Walker Road, is also closed. Janet felt that this grass parking lot typically opens too early in the spring and becomes muddy as the season progresses. She stated that the parking lot area is usually seeded just before winter but she did not see any seeding on it when she inspected it recently.

### 2008 Allocation Update

Julie reported that the 2008 Field Allocation process has started with baseball being the first group that is being worked with. The various sized baseball fields are being assigned for the regular season games. The assignments for tournaments and other events will be done later in January and February. The inventory of all the fields, including how many hours are available for play, has already been entered into the system. The groups are being given a good understanding as to how the hours are being assigned. Julie said that this process was quite challenging but progress was being made. Jim confirmed that after the 90 foot field assignment meetings all groups went away happy except Babe Ruth. The number of hours requested depends on how many teams are participating in the league, but the number of players per team is variable. This creates some discrepancy and confusion for the number of hours requested.

### Risk Management Resources

Julie distributed a list of resources for risk management issues. This list was separated by sport and contained a page each for baseball/softball, football, lacrosse, rugby, soccer and

wrestling. Each page contained the url for web sites of each sports national and governing bodies as well as other sport specific sites. Each page also had common web site urls for coaches' education and training. Scott stated that the compilation was prompted by questions from one member of a user group (John Thomas) for ways and means of risk management. Scott hoped that specific questions related to all sorts of issues such as child safety, how to run effective practices, etc. will be addressed with these resources. Scott stated that he hoped that in the long term, most probably by January 2009, all this information becomes part of the various affiliate sports leagues' operation policies and procedures so that it is apparent that risk management programs are in place. Bill suggested that to make the end result easier, this process needs to be broken up into smaller tasks.

**VI. Committee Time**

Sunset Parks Dugout Covers Installation

Janet inquired about the status of the Sunset Parks Dugout Installation. This installation was to be done by the Oregon Air National Guard members. Jim said that he found out that nothing has been processed on this. He will start the procedures again by himself, will fill the forms out and send them in. Janet stated that this issue has taken almost a year and needs to be resolved promptly.

**VII. Next Meeting will be held on Thursday, January 17, 2008 at 6:30 pm, Athletic Center conference room.**

Meeting adjourned at 8:30 pm.

Respectfully submitted,

Raiyo Aspandiar  
Recording Secretary



**Tualatin Hills Park & Recreation District**  
**ADVISORY COMMITTEE MEETING MINUTES**

**Aquatics Advisory Committee Meeting**

**Date: January 10, 2008**

**Time: 7:00 pm**

**Location: Harman Swim Center**

**In Attendance**

Committee Members: Julia Kegg, Steven Sparks, Kathy Johnson, Jon Schielz,  
Keith Vitko and Ginny Baynes  
Staff: Ross Van Sickle and Sharon Hoffmeister

**I. Call to Order**

The meeting began with a pool tour at Harman Swim Center led by Sabrina Taylor, Center Supervisor. Steven Sparks called the meeting to order at 7:45pm.

**II. Approval of Minutes**

Minutes for the December 6<sup>th</sup> meeting were approved.

**III. Financial Report** not available. Staff will provide for February meeting.

**IV. Old Business**

Capital Project Recommendation: The Committee members discussed the projects submitted by the Center Supervisors at the December meeting. The Committee members opted to fund the following items through their funds with matching Challenge Grant funds:

Resurface diving board at Beaverton	\$ 1,100
New carpet for office at Beaverton	\$ 3,300
Aquatic Trends fitness station for Harman	\$ 1,608
Brochure rack for Harman	\$ 1,000
Replace cabinet fronts for Sunset	\$ 3,500
Chairs and tables for Sunset classroom	<u>\$ 1,500</u>
Total	\$12,008

\$6,004 funded through Aquatics Advisory Committee

\$6,004 funded through Challenge Grant funds

The Committee members are also considering funding the air door at Beaverton, but would like to see more information from staff.

The Committee members are recommending the following projects for the 2008/09 Capital Improvement Budget:

AAC Priority	Pool	Item Description	Justification/Need	Cost of Capital Acquisition
1	AL & AQ	Family changing rooms	Convert the existing space into Family Changing rooms	*
2	RL	Install new concrete pad and shading for a viewing area	Provide a safe viewing area for parents and children.	\$14,770.00
3	AL	Aquaclimb-climbing wall (over pool)	New activity to attract new guests.	\$13,000.00
4	SS	Wading pool canopy awnings installed	Wading pool area has no shading available for guests.	\$9,500.00
5	AQ	Remove the red rocks	Sanitation issues and storage.	\$28,000.00

\*estimates pending

V. **New Business**-no new business was discussed.

VI. **Other**

Reports from Committee members:

Ginny Baynes, Aquatic Center: deferred to Ross for facility report.

Ross Van Sickle, Aquatic Center Program Coordinator: Over the Winter Break, staff ran a Water Safety Instructor course with 30 participants (mostly staff) and a Lifeguard Training Course with 10 participants. One section of the bulkhead will be removed to allow for two 50-meter lanes to be available for long course training for the Swim Club. This move will not disrupt any programs, but will allow the Swim Club to train long course earlier than in non-Olympic years, when long course training usually begins in the spring.

Jon Schielz, Tualatin Hills Barracudas: Coming up for the Club is the one-hour swim in January, the February Fitness Challenge, which is sponsored by the Barracudas and over 700 mailers will be sent out to masters swimmers nationwide. The Association Meet will be held at the Aquatic Center in April. The Association Meet is typically a short course meet; however, this year will be run as a long course meet to enable swimmers an opportunity to qualify for Master's Nationals to be hosted at Mt. Hood Community College in August.

Steven Sparks, Conestoga Recreation and Aquatic Center: Snowfest was hosted in December with 350 attendees. Steven worked with Santa again this year. Staff held a Lifeguard Training course over Winter Break with 15 participants. Conestoga is still experiencing some boiler problems at the pool, which staff is correcting. Steven has been approached by Southridge High School parents on how to get additional pool time at Conestoga. Staff suggested that parents work through the Athletic Director who has a cooperative working relationship with staff. Steven will be serving on a Bond Measure Committee for the Park District. He will keep Committee members updated on the Committee's progress.

Kathy Johnson, Tualatin Hills Water Polo Club: The Club is hosting a two-day training January 12-13. They expect 35-40 participants from Washington Water Polo and 15 participants from Tualatin Hills Water Polo Club. The Club currently has 45 registered for the winter season. The busy season for the Club begins in the spring. Coaches from local

area water polo teams will get together to discuss forming a league. Tournaments for the United group are scheduled in British Columbia.

Keith Vitko, Beaverton Swim Center: Keith requested that the minutes and agendas be posted on the THPRD website.

**VII. Next Meeting will be held on** Thursday, February 7<sup>th</sup> at the Beaverton Swim Center.

Meeting adjourned at 9:30 pm.

Respectfully submitted,

Sharon Hoffmeister  
Recording Secretary





**Tualatin Hills Park & Recreation District**  
**ADVISORY COMMITTEE MEETING MINUTES**

**Cedar Hills Recreation Center Advisory Committee Meeting**

**Date: January 24, 2008**

**Time: 6:00 pm**

**Location: Cedar Hills Recreation Center Room 3**

**In Attendance**

Committee Members: Mary Hatori, Aimee Lobo-Berg, Zoragail Balino,  
Paul Chastain  
Staff: Eric Owens, Debbie Schoen

**I. Call to Order**

Paul called the meeting to order at 6:05 pm.

**II. Approval of Minutes**

The minutes from the December meeting were reviewed and approved by the Committee.

**III. Financial Report**

The Committee reviewed the Foundation report. Income listed for last month was from Front Desk concessions and Fitness Challenge participant fees. We currently have 112 participants registered for the Challenge.

**IV. New Business**

THPRD Competitive Grant Request. Eric reviewed the process for applying for Competitive Grant funds. The procedure was explained thoroughly including criteria, time lines and administrative process. The Committee is pleased there are opportunities to apply for additional funding for valuable facility projects. It was agreed the Committee would apply for funds this year with an emphasis on weight room replacement equipment and the Rec Mobile. Debbie will bring approximate costs to the next meeting for a new treadmill and a Rec Mobile purchase in the range of \$2,000-\$4,000.

The Committee reviewed an application for the vacant seat on the CHRC Advisory Committee roster. Mrs. Kingsley is an active participant at the Center who utilizes the weight and cardio rooms several times a day. She is supportive of the Center and willing to share her ideas with staff regarding areas of concern. Deb and Lindsay have both met with her and Eric has also met with her recently. A motion was made, seconded and approved to recommend Ginny Kingsley to the THPRD Board of Directors as a new Committee member. Eric will take the recommendation forward.

Eric updated the Committee on the Bond Measure being considered by THPRD Board of Directors. A Committee has been formed and Paul will serve on this committee. There will be three Open Houses in February and Eric encouraged the Committee to attend at least one and provide their input. The three Open Houses are Tuesday, February 12<sup>th</sup> at Southridge

High School, Wednesday, February 13<sup>th</sup> at Stuhr Center, and Tuesday, February 19<sup>th</sup> at PCC Rock Creek.

The Committee discussed capital budget requests. Deb reviewed with the Committee the capital project requests she will be submitting with the Center budget. The requests are new lighting for Room 5, to replace the old stage curtain, purchase of new gymnastic landing mats, and window coverings for Room 6. The Committee agreed with the projects as well as their prioritization. Aimee Lobo-Berg will like to add an emphasis on sustainable and green products rather than the most economical choices.

**V. Old Business**

The Committee will make a presentation to the THPRD Board of Director on February 4, 2008. Staff is working on the PowerPoint presentation, which will highlight Fall Festival, the Weight and Cardio Rooms, Fitness Challenge and Indoor Playground. Aimee will be making the presentation and will meet with staff on Thursday, to practice the PowerPoint.

The Committee discussed the letter Paul has been drafting to the Board regarding a Cedar Hills Splash Park. He has refined his rough draft and would like the Committee to take another look at it and make comments before he submits a final copy.

**VI. Other  
Center Supervisor Report**

The Annual Daddy Daughter Dinner Dance will be held February 8<sup>th</sup> from 6 – 8 pm. There are 85 girls registered who will be bringing their Daddy dates amounting to 170 participants. Features of the evening include dinner, a Valentine craft project, a photograph and dancing to a DJ. McDonald's and Spaghetti Factory are sponsors again this year providing dinner and dessert. Nike is providing a crew of volunteers to assist with the event set-up.

The Fitness Challenge has 112 participants registered with chosen destinations from San Francisco, California to Boston, Massachusetts. Again, Las Vegas is the most popular destination. A Fitness Expo was held on Sunday, January 12<sup>th</sup> highlighting all the fitness classes and giving Fitness Challenge participant's double miles for participation in the three hours of exercise.

Programming staff is working on the summer schedule with all information due by January 28, 2008.

**VII. Next Meeting will be held on February 21, 2008 at 6:00 pm.**

Meeting adjourned at 7:05 pm.

Respectfully submitted,

Deb Schoen  
Recording Secretary



**Tualatin Hills Park & Recreation District**  
**ADVISORY COMMITTEE MEETING MINUTES**

**Stuhr Center Advisory Committee Meeting**

**Date: January 14, 2008**

**Time: 10:00 a.m.**

**Location: Elsie Stuhr Center**

**In Attendance**

Committee Members: Doris Regan, Harold Eves, Pat Stedman, Karl Unger,  
Sherry Erickson & Norm Vaillancourt  
Staff: Lisa Novak, Linda Jo Enger, Emily Kent

**I. Call to Order**

Doris called the meeting to order at 10:05 a.m.

**II. Approval of Minutes**

Sherry presented the minutes of the previous meeting. She made a motion to pass them as noted, seconded by Pat and approved unanimously.

**III. Financial Report**

Doris presented the Checking Account and Gift Shop reports.

**IV. Old Business**

Linda Jo requested that the Advisory Committee prioritize capital projects to be proposed for the 2009 budget. The following list is what was discussed:

1. Parking Lot Expansion
2. New carpet throughout the Center
3. Double doors at front entrance
4. Sprung wood flooring in the Maple/Birch Room

Emily updated the Committee on the coffee bar volunteer situation. More volunteers have signed up to help since the article in the Sentinel was released. An updated version of the article will also be in the February Sentinel.

Linda Jo reported that the Family Assistance procedures are working well. There has been use in winter term and each qualified individual receives \$200 a year. This is a decrease for some people that were receiving more for classes.

Lisa reported that the Competitive Grant Program has available funds for 2008. There is the possibility of \$7,500 available (depending on how many apply for grants) that the Advisory Committee may apply for. Decisions need to be made by the February meeting so Lisa can submit the application. Linda Jo will receive bids for library furniture, sprung wood floors for the Maple/Birch Room and bamboo floors for the pool room.

Goals for 2008-2009 will include a massage room, kiln room, a new sound system in Fir Room, fans in Pine Room, and motion sensor paper towel dispensers.

The stage pad is still under construction. A bid needs to be completed for brick installation. Brick pavers will be used to complete the pad.

The expansion of the Fitness Room was discussed. The Committee discussed the feasibility of adding a fitness wing instead of only expanding the fitness room. They would like to know if, because of the high cost of expansion it would be money better spent to build a separate area. Pat made a motion to look into the feasibility of adding a fitness wing instead of expanding the current fitness room. Harold seconded the motion and it was approved unanimously.

Karl has not attended the Beaverton Senior Advisory Committee since the last meeting. He will attend the February meeting.

Linda Jo reported that the price for atomic clocks might be more than expected. The current price is 18 clocks at \$30 each for a total of \$540. Better pricing is still being looked into. The Committee approved spending \$30.00 per clock if necessary.

#### **V. New Business**

Sherry requested an update from Lisa on where the Elsie Stuhr Center is on the SDC expansion list. Lisa will look into it and report back in February.

Sherry requested that a wireless headset be purchased for the front desk reception area. She is concerned about the safety of a cord connecting the current headset to the phone. This is a trip hazard and a neck injury concern. The price for a Plantronics wireless headset ranges from \$380-\$400. Linda Jo inquired through the Information Services (IS) Manager about the possibility of having a wireless headset and she reported that this was not something that IS is considering at this time. Sherry still had a concern about the safety issue of tripping.

Linda Jo informed the Committee that the Stuhr Center would be hosting the Washington County Council on Aging meeting at 1:00 p.m. today and that everyone was invited to attend.

The Committee would like to look into getting sponsorships for the Sentinel newsletter. The sponsors would make it possible to distribute the Sentinel from the Center free of charge. Linda Jo would like the staff to continue the research of this as a possibility because of the "type" of sponsorship deemed appropriate.

#### **VII. Next Meeting will be held on Monday, February 11<sup>th</sup>, 10:00 a.m. – Stuhr Center.**

Meeting adjourned at 11:30 a.m.

Respectfully submitted,

Emily Kent  
Recording Secretary



**Tualatin Hills Park & Recreation District**  
**ADVISORY COMMITTEE MEETING MINUTES**

**Jenkins Estate/Camp Rivendale/Fanno Farmhouse Advisory Committee Meeting**

**Date: January 8, 2008**

**Time: 1:00pm – 3:00pm**

**Location: Jenkins Estate – Main House**

**In Attendance**

Committee Members: Jan Regnier (Chair), Jim O'Connor, Tom Engel, Kate Nilan,  
Bill O'Brien & Willie Willworth  
Absent Member: Joel Allen  
Staff: Lisa Novak, Lynda Myers, Allan Wells & Brenda Peterson

**I. Call to Order:** 1:00pm by Chairperson, Jan Regnier.

**Guest Time:** None.

**II. Approval of Minutes:**

The Minutes of November 2007 approved as printed (no meeting in December 2007).

**III. Financial Report:**

The November and December reports were reviewed and discussed as prepared by the Accounting Department.

- Approximately 40 recipe books were sold in the Holiday Tea boutique. The recipe books will be sold year-round at the monthly public teas and in the Jenkins Estate office.
- A separate Tea Boutique report was prepared for the Committee as requested. The report included expenses and revenue for January 2005 through December 2007.
- The bids for staining the concrete floor of the Stable changed from the last meeting due to the time between quote and approval, and other cost increases. Lynda presented the new bids (3) for review.

**MOTION:** The Committee agrees to pay ½ of the cost (total bid = \$5,995.00) for preparing and staining the concrete floor in the main room of the Stable to Harrington Concrete, Bomanite, Inc. with the assistance of the matching Challenge Grant funds available through the Park District. Motion seconded and approved unanimously.

**IV. Agenda Items**

**Grounds Report - Allan**

- Cleared blackberries out of the fence along Grabhorn Road. Dick Evergreen Fence was then able to complete the necessary repairs.
- Removed blackberries by the entrance to the Stable parking lot to improve lines of sight.
- Pruning trees and shrubs in the pond area, including general cleaning of beds before the winter bulbs emerge. Staff removed rock from the pond filters and also cleaned the falls.
- Lots of storm debris cleanup.
- Park Maintenance staff, Willie and Lynda completed a grant request of \$931.50 to be submitted to the Aloha Garden Club's annual community grant program. The request is to assist in purchasing perennials to be added to the cut flower garden, including 30 Delphinium, 15 Alstroemeria, 15 Heliopsis. Awards will be granted at the end of February.



### Superintendent's Report – Lisa:

- The Committee's annual presentation to the Board of Directors will be Monday, February 4<sup>th</sup>. Jan welcomes any Committee member to work with her and Brenda on the presentation. *(Staff note The annual presentation has been rescheduled to the March 3, 2007 Regular Board Meeting.)*

### Center Supervisor Report – Lynda

- Lynda explained her list of capital projects to be submitted to the Budgeting process.
  1. Catering Software
  2. Lighting of the Bridal path (between the Main House and the Reflection Pond)
  3. Gallery Hanging System (upstairs and downstairs in the Stable)
  4. Public Restroom building near the Main House for public use

Lynda also explained Johnny's list for Building Maintenance.

1. Repair and replacement of roof on the Gate House
2. Repair of front doors (in the living room) in the Main House
3. Replacement of high-speed buffer
4. Pest management funding in the Main House and Stable

The Committee fully supports both Program and Building Maintenance lists as prioritized above. There are concerns from the Committee on the lack of computer support for managing events electronically and the concern for the Gate House and its roof.

Lynda will get an update from our IS Department on the status for installation of approved internet access to Jenkins Estate corporate clients in both the Main House and Stable.

- Upcoming Events:

January 26	Winter Tea <i>(full)</i>
February 8	Chocolate Fantasy
February 23	Winter Tea <i>(full)</i>
March 8	Wine Dinner with Vino100
March 15	Winter Tea <i>(full)</i>
March 26	Teddy Bear Tea

### New Business: Committee Reports

Rhododendron Garden: No report.

Herb Garden: Bill Tabled until February.

#### Fundraising Report: Jan

With support of THPRD Management, the Jenkins Estate Advisory Committee will proceed with a new fundraiser.

**Concept:** The Committee will purchase a tea at \$500 (current rate for the rental of a private tea) and sell tickets (maximum 250 to meet State of Oregon guidelines) for \$25 each with a maximum sale of \$6,250. Jan volunteered to Chair the fundraiser for this year.

**Rationale:** This fundraiser doesn't have a high commitment of time for the members; it's an activity directly related to the Jenkins Estate and it's a very popular and successful activity at the Estate. With the mailing lists from the program staff and upcoming events, access to large numbers of "target" sale possibilities are available. The Committee will use this new fundraising event to assist in reaching their annual goal of \$8,000.

#### **Raffle Information:**

What: Gate House Tea

When: A date and time to be selected by winner along with Jenkins Estate staff

What's included: equivalent services to any other private tea scheduled

How many guests: maximum 25  
Selling of tickets: Jenkins Estate office, Jenkins Estate Advisory Committee members,  
Chocolate Fantasy, Public Teas, Plant Sale/Quilt Show  
Date of drawing: Sunday, May 11 at 3:00pm at Plant Sale

**MOTION 1:** The Committee supports this new fundraiser and the Committee Chair. Seconded and approved unanimously.

**MOTION 2:** The Committee agrees to purchase a tea for \$500.00 for the prize of the raffle. Seconded and approved unanimously.

**MOTION 3:** The Committee agrees to use funds needed for printing of tickets, copying flyers and distributions as necessary, not to exceed \$300.00. Seconded and approved unanimously.

The Plant Sale continues at least one more year...

Jan established contact with Sunset Nursery to see if the hanging baskets and boxed plants will be available again this spring. The plants are available, but need to be selected/ordered soon. There was discussion about changing a few of the plants and reducing the number ordered. With Jim's contact, there is a possibility of adding about 10 azaleas to the plant sale as well. Jan requested that another Committee member should Chair this event. With no volunteers, Jan will confirm the commitment to purchase plants with the vendor and discuss the event with the Committee again in February.

The February meeting will focus on the Committee's Goals.

Archiving – Joel Tabled until February.

Historical – Jim O Tabled until February.

JQAY House – Jim O Tabled until February.

Interior – Jan Tabled until February.

#### V. Old Business

- Jan Regnier and Jim O'Connor's membership applications were resubmitted for consideration.  
**MOTION:** The Committee approves these two applications to be submitted to the Board of Directors for continuing membership. Seconded and approved unanimously.
- An announcement for members was included in the January CPO #6 newsletter, will be resubmitted to also include the other CPOs of the Park District and the local newspapers.

#### VI. Next Meeting will be held on Tuesday, February 12 in the Main House.

The meeting concluded at 3:00pm.

Respectfully submitted, Brenda Peterson, Recording Secretary



**Tualatin Hills Park & Recreation District**  
**ADVISORY COMMITTEE MEETING MINUTES**

**Garden Home Recreation Center Advisory Committee Meeting**

**Date: January 9, 2008**

**Time: 10:00 AM**

**Location: Garden Home Recreation Center Room 10**

**In Attendance**

Committee Members: Jan Burgess, Judi Graeper, Lynne Hessel, Cammie Hering, Esta Mapes  
Staff: Christina Cole, Eric Owens

**I. Call to Order**

Chairwoman Judi Graeper called the meeting to order at 10:08 AM.

**II. Approval of Minutes**

After a brief clarification by Christina about wording under New Business, A., the minutes were unanimously approved.

**III. Financial Report**

Foundation balance is \$6,882.74.

Christina reviewed the various transactions that occurred in December: monies that were deposited and spent for the Holiday Bazaar, Pancake Breakfast and vending machines.

**IV. Old Business**

**Review Pancake Breakfast:**

The group compared revenues for the Holiday Breakfast for 2006 and 2007. Revenue and numbers attending were down this year because of the weather and advertisement. Remedies were suggested for next year including additional banners specifically highlighting the Pancake Breakfast with accurate times noted, separate material in the THPRD brochure about the breakfast times, advertisements on radio, PSAs on TV, more articles in The Oregonian and Valley Times Community Happenings sections. The reader board is not large enough to hold both the Holiday Bazaar and Pancake Breakfast ads on both sides. A brief discussion was held about replacing the sign; equipment needs in weight room outweigh this need. Christina shared feedback from vendors and they are very satisfied with the event and turnout. The one suggestion she received was to add more items and vendor products which appeal specifically to men.

A question was raised about who sends thank you cards to the various suppliers who donated goods and Christina sends those out.

**Parking Expansion Update:**

Eric explained again all the reasons this has not yet been completed, including: delayed start date to accommodate our Bow Wow Bash (though it was clarified by the Committee members that the Planning Department assured us the delay would not effect the completion

deadline), weather issues, late permits from the City, and the issues around PGE's time frame for moving their pole.

Eric will call and see if he can now get a firm finish date. He has been told it will be done shortly. The soccer field will be seeded in the spring, when weather permits, and will be ready for fall use.

Advisory Committee members and Garden Home staff have been questioned by concerned patrons what is taking so long to complete the parking lot expansion and will it be ready for winter term classes?

**After-School Program Update:**

Eric is submitting a recommendation to Management regarding the '08-'09 budget proposal for the Discovery Club After-School Program. It includes hiring a full-time person to direct the program and the goal of opening two to five additional off-site after-school programs at Beaverton elementary schools.

Christina shared the letter and packet of materials she has sent to 12 elementary schools, of those, six do not currently have any after-school programs. She will follow up with these schools the first of February.

The Advisory Committee would like to see the new person, when hired, housed on site at Garden Home, since it is their after-school program. Eric said this decision is made by Management.

Christina shared an unsolicited but very positive letter from McKay's principal, Mary Jean Katz. She is very pleased with our program and believes this is a very positive and supportive program for her students.

Christina will send letters to Garden Home's feeder elementary schools also.

Eric told the group he met with Ralph Ridden from Beaverton School District about  
1: expanding the Discovery After-School Program  
2: looking into the Community School Concept.  
There was support for both these ideas.

**V. New Business**

**Weight Room Issues:**

Lynne shared two articles about infection and cleaning after using equipment. There is concern not all the patrons are wiping down their equipment. Eric and Christina assured the group that Maintenance staff have been apprised of such concerns throughout the District (Risk and Safety Memo). At our Center, Christina informed the Committee that daily cleaning and disinfecting practices in the weight room are always a top priority. Wiping down equipment after each use is part of the orientation training by our personal trainer. Additional spray bottles of disinfectant and more visible signage will be installed Christina assured, and educational articles will be prominently posted on the bulletin board in the weight room as well.

**Capital Budget Items:**

Eric and Christina reviewed the annual budget timeline and defined capital items as \$1,000 or more with a life expectancy of more than one year. Christina is preparing a list of the Center's needs that she will include in her 2008 budget. These will be grouped by priority with prices indicated. The list will be forwarded to the Advisory Committee.

Equipment for the weight room, some of which are on their last legs, is of highest concern.

Eric and Christina reviewed the Challenge Grant options for matching monies.

Cammie asked how the TV/VCR's were holding up as HD TV's would soon be the norm. Christina said these were OK for now.

Since the budget cycle calls for the Center to submit its needs by January 25<sup>th</sup> each year, Jan Burgess suggested that the Advisory Committee begin budget conversations at its November meeting, with the possibility of a brief meeting in December if needed.

Jan asked where the Center's expansion project (new gym, expanded weight room) fit in with annual budgeting.

**What's happening with SDC funds?**

Eric explained the SDC list, its development, oversight and operation. He will get an updated list noting projects underway or completed and will try to provide us with a sense of where our project is since it was submitted nearly five years ago. Keith has said no new projects will be added to the list right now.

Esta Mapes noted that there is so much new development and growth in housing in our community and wondered what effect this growth is having on the Center's ability to accommodate users and classes. Christina has tracked the attendance and use and indicated we are at capacity, reporting the only time available for additional classes is between 1:00 and 4:00 PM weekdays and staff are looking at ways to add classes. The ongoing Oleson Road construction has reduced the attendance in the library and some of our building rentals, but otherwise we are doing well.

The question was asked how we could proceed, what options were available to us to move our expansion project ahead? The possible THPRD bond was brought up and information about this was shared. Judi Graeper will sit on this task force. We will continue to explore these various options while keeping our project on the SDC list. Eric suggested we review the Comprehensive Plan that was updated in 2006 for the District and see where our project fits into that. The Advisory Committee will get a summary of the Plan for review/discussion in February.

Eric provided us with copies of the new process for requesting additional matching grant funds and noted the adjusted deadline.

**VI. Other**

It was brought to our attention that the time of our monthly meetings is often difficult for Chris Thomas as circumstances require her attention at home during our 10:00 AM meeting time, though her schedule is unpredictable. Judi will talk with Chris. We agreed to move to



the 12:00-1:30 PM timeframe for February to see if this helps her. Both Eric and Christina can make this and others will arrange calendars as well. Judi will let the group know in advance where the meeting will be held.

Follow up items for our February agenda include: Challenge Grant equipment needs, review THPRD Comprehensive Plan, update on SDC projects, possibility of grant writer meeting and Garden Home parking lot.

**VII. Next Meeting will be held on February 13, 2008, 12:00 noon.**

Meeting adjourned at 12:10 PM.

Respectfully submitted,

Jan Burgess  
Recording Secretary



**Tualatin Hills Park & Recreation District**  
**ADVISORY COMMITTEE MEETING MINUTES**

**Trails Advisory Committee Meeting**  
**Date: December 18, 2007**  
**Time: 7:00 pm**  
**Location: Elsie Stuhr Center's Poplar Room**  
**5550 SW Hall Blvd. Beaverton, OR**

**In Attendance**

Committee Members: Wendy Kroger, Barbara Sonniksen, Dave Brown,  
Kevin Apperson, Joe Barcott, Tom Hjort, Elisabeth  
Zeller, Margaret Middleton (City of Beaverton), Chris  
Wayland (Washington County)

Staff: Steve Gulgren – THPRD

Guests: Gregg Leion (Washington County Transportation  
Planner), Brad Hauschild – THPRD

Absent: Lee Ascher, Mel Huie (Metro)

**I. Call to Order**

Wendy Kroger, Chair, called the meeting to order at 7:00 pm.

**II. Approval of Minutes**

The November minutes were approved (EZ/BS 7-0).

**III. Financial Report**

None

**IV. New Business**

Steve announced that Keith Hobson has returned to the District as the Director of Business Services, April Cottini has returned to the private sector, and that the District has initiated a competitive grant program wherein Committees may apply for a matching grant based on program criteria and funding generated by the Committees for their improvement / enhancement projects.

Barb related her efforts to get letters of support for the Cedar Mill Trail (Brady Property) delivered to planning so the applications could be submitted.

Margaret announced that Beaverton has received an ODOT grant for their Transportation Plan Update.

Gregg gave the Committee a useful overview of the background and history of traffic development and planning in Washington County, before we got down to discussing the Westside Trail / Farmington Road crossing. Washington County transportation plans from 1988, have looked at trails as community amenities with a transportation component, the Major Street Transportation Improvement Plan in the '90s helped the County plan ahead, and today there are 14 cities with elected officials in the County. A new MSTIP levy and Metro's

Regional Transportation Plan update will accompany the County's updating of their 2002 transportation plan, using sophisticated traffic modeling to look-ahead to 2020.

Our discussion of mid-block crossings covered nearly as wide a range, with the experience from the marked mid-block crossings on TV Highway in Aloha and Hillsboro, the differences between crossing two (or three) lanes versus crossing four to five lanes, and the "perceived safety" element of marked crossings, leading us back from traffic planning design to traffic engineering design, and the design safety regulations that limit engineer's designs. The serious safety concerns for crossing pedestrians (and stopped motorists!) from drivers that will not stop for these crossings are good reasons for the engineers to follow these regulations, but this only raises expanding "chicken or the egg" loops: mid-block crossings desired for trails are not justified without large user counts, but large user counts are unlikely on interrupted trails; mid-block crossings are not recommended until they can be proven safe, but they can't be proven safe until drivers are experienced with them; drivers can't get experience with mid-block crossings until mid-block crossings become common. Design safety standards will have to change before engineers will include features that are deemed unsafe by current standards.

The Committee appreciates Gregg stepping into the middle of all this with us, and we will keep in contact with both planning and engineering for future developments.

**V. Old Business**

Brad presented additional comments received about the 'Draft' Beaverton Creek Trail Study, while going over the comments submitted by Committee members on the October draft.

The Committee decided to look at what signage could be provided using the balance of our current Challenge Grant funds. Members will submit sites and sign suggestions, as specific as possible, for consideration and approval.

**VI. Next Meeting will be held on January 15, 2008.**

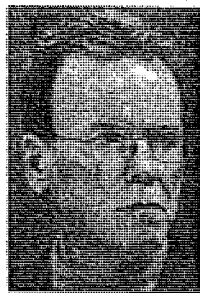
Meeting adjourned at 9:00 pm.

Respectfully submitted,

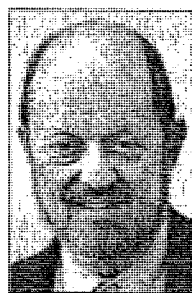
Dave Brown  
Recording Secretary



**Rob Drake**  
Beaverton mayor  
runs for re-election



**Bruce Dalrymple**  
Beaverton  
city councilor



**Dennis Doyle**  
Beaverton  
city councilor

## BEAVERTON and HILLSBORO MAYOR'S RACES

Rob Drake, Beaverton's mayor of 15 years, is up for re-election. Drake has not faced a serious challenge in recent re-election bids. But this year, Drake faces formidable foes, with City Councilors Bruce Dalrymple and Dennis Doyle announcing their candidacies.

If no candidate wins a majority in the May primary, the two top vote getters will face off in the November general election. Voters can expect to hear a lot about the more controversial policies of Drake's administration, including annexation, the Round at Beaverton Central and photo radar.

The election outcome could affect where Beaverton builds a new City Hall and how it redevelops downtown, and it could determine the futures of longtime city employees such as Police Chief David Bishop.

City Council seats held by Cathy Stanton and Catherine Arnold also are up for election this year.

In Hillsboro, voters will elect a new mayor in November, as term limits will force Mayor Tom Hughes out of office after eight years. Former City Councilor Jerry Willey has announced his candidacy, and ex-state Rep. Derrick Kitts has said he is considering a run.

## TUALATIN HILLS PARK & RECREATION DISTRICT

**New fees:** Developers building inside the boundaries of the Tualatin Hills Park & Recreation District will pay significantly more this year in systems development fees. The fees on new construction, which help pay for additional park needs caused by development, will increase by 90 percent on single-family dwellings, to \$6,783, and 84 percent per apartment, or \$5,071 per unit.

New business structures will cost builders \$176 per employee to be housed in the structure, an increase of 57 percent.

**Historic house:** Work could begin this year on restoring the 1860s-era John Quincy Adams Young House in Cedar Mill. The park district has finalized a restoration plan and estimates it will cost between \$527,000 and \$670,000 to make the boarded-up house usable as a community gathering spot and historical monument.

*David R. Anderson, Kathleen Gorman, Melissa Navas, Elizabeth Sisk and Michelle Trappen contributed to this report.*

## **Tualatin Hills Park & Recreation District**

### **Winter/Spring phone and online registration begins Jan. 5**

*(for in-district residents; out-of-district registration starts Jan. 11)*



**Swim Lessons  
Children's Programs  
Sports & Fitness  
Adult Classes  
Senior Programs  
Camps & Field Trips**



**Call 503/439-9400**

**Administration Office  
15707 SW Walker Road • Beaverton, OR 97006**

**503/645-6433 • [www.thprd.org](http://www.thprd.org)**



# Teamwork comes first for an optimistic coach

## PEOPLE

### SENIOR CALENDAR

#### ELSIE STUHR CENTER

Lunch at 11:45 a.m. Monday through Friday. Early bird lunch at 11:15 a.m. Monday through Thursday. Beaverton Loaves & Fishes provides meals on a donation basis to those 60 and older for \$2.75; younger than 60, \$5.50. Open 8:30 a.m. to 5 p.m. Mondays, Wednesdays and Fridays; 8:30 a.m. to 9 p.m. Tuesdays and Thursdays; and 9 a.m. to 5 p.m. Saturdays. 5550 S.W. Hall Blvd., Beaverton. 503-629-6342.

#### Today

1 p.m., Diabetes support group. 1:15 p.m., Social dance. 1:30 p.m., Texas hold 'em. 5:30 p.m., Party bridge.

#### Friday

10 a.m., Free fitness class demonstration. 10 a.m., Pinochle. 10 a.m., Free blood pressure clinic. 11:30 a.m., Ed Lim plays piano. Noon, Birthday celebration.

#### Saturday

1:30 p.m., Texas hold 'em.

#### Monday

12:30 p.m., Bingo. 1:15 p.m., Square dance.

#### Tuesday

9 a.m., Scrabble. 10 a.m., Post-polio support group. 11:30 a.m., Henry & Phil play piano and sing. 1 p.m., Pinochle. 1:30 p.m., Texas hold 'em. 6:30 p.m., Compassionate Friends support group.

#### Wednesday

9 a.m., Cribbage. 10 a.m., Newcomers welcome tour and coffee. 11:30 a.m., Keith Jewell plays piano. 12:30 p.m., Chess. 1 p.m., Bunco.

**Fritz Page** | He puts winning second as he works with boys basketball teams

By **JOE FITZGIBBON**  
SPECIAL TO THE OREGONIAN

For more than four decades, Fritz Page has been the consummate volunteer for the Tualatin Hills Park & Recreation District.

The Rock Creek resident has taught basketball and life skills to three generations of junior high school boys, including his son and grandson.

"This is the best age for me, because I can really see progress in the kids over the season," said Page, 69. "I love going to high school games and watching former players use the skills and enthusiasm that I taught them back in the seventh grade."

Page has coached in the face of financial and physical hardship.

When the lumber industry went bust in the late 1980s, Page said he lost two sawmills and a plywood plant that he and his brother owned. In 1997, the Coos Bay native suffered a stroke, resulting in partial paralysis of his right arm and leg. After his wife developed multiple sclerosis, he became her primary caregiver until her death in 2004.

Lesser men might have hung up their whistle and gym shoes, but Page said one constant remained: his love of coaching.

On Saturday and Sunday, Page will take his Westview Seventh Grade Metro Juniors to Sunset High School to face about two dozen elite teams from the region.

Parents such as Shelly Kirkland of Beaverton describe Page as amazing and caring. During a pre-season meeting, she said, he handed out calendars of regional tournaments and asked parents to choose which ones to enter.

"Quite frankly, it wasn't something any of us were used to," she said. "Fritz told us that

#### If you go

**What:** Sunset Basketball Tournament  
**When:** 8 a.m. to 9 p.m. Saturday and Sunday  
**Where:** Sunset High School, 13840 N.W. Cornell Road, Beaverton  
**Who participates:** Two dozen elite middle school teams, including the Westview Seventh Grade Metro Juniors coached by Fritz Page  
**Admission:** Free  
**Information:** 503-939-9956 or [www.thprd.org](http://www.thprd.org)

he didn't want to create a hardship on any family — a first for any coach I've known."

Some parents are likely to be further surprised — perhaps upset — when they see his game strategy unfold.

"I'm here to help these boys develop their skills, not win games. So I'll be playing all of them, and I don't mean just putting them in for two minutes in the fourth quarter," he said.

"I really don't worry about the score," he added, "but I do care that every player has an opportunity to compete in crucial game conditions and show what he can do."

Page developed his coaching philosophy, with its emphasis on self-discipline, personal responsibility and team-first concepts, while playing on Coos Bay's Marshfield High School football squad that won state championships from 1954 through 1956.

"We beat bigger schools because we really worked as a team," he said. "I tell my players to leave their egos at the door, that there's no one more important than the team."

Pat Coons, head basketball coach at Westview High School, has inherited many of Page's players and said that they all have two things in common: strong fundamental skills and a wholesome attitude about life.

## RECREATION

### **Coach:** Like having grandfather for a coach

Continued from Page 14

"I was happy that my own son played for him in the seventh grade, because it was like having his grandfather coach him," Coons said. "When you think of some of the things Fritz has been through, a weaker man would have quit a long time

ago."

Kyle Kempt, 13, whose older brother Cody, and father, Mychal, also played for Page, said he feels he's playing for a legend.

"Everyone on the team respects Coach Page and wants to do their best for him," he said. "It's something my dad and I talk about a lot."

What about Page's plans for the future?

"I just got engaged and plan to get married sometime this year," he said. "As for coaching, I'm going to keep on going as long as I can."

•  
*Joe Fitzgibbon: 503-223-0725;  
fitzgibbon@integra.net*



**Fritz Page coaches Nic Angeles (left) and other members of Westview Seventh Grade Metro Juniors at the Tualatin Hills Athletic Center in preparation for this weekend's Sunset Basketball Tournament.**

LEAH NASH

# Neighborhood activist, Roy Dancer, dies at 82

## Leukemia claims Beaverton volunteer hours after he is honored by city

By **CHRISTINA LENT**  
Of Times Newspapers

**R**oy E. Dancer will be remembered as a force to be reckoned with when it came to fighting for his community.

Whether it was working to preserve 22 acres in the Tualatin Hills Nature Park from development or tackling tough neighborhood issues, people listened when the 82-year-old Beaverton civic activist weighed in on a topic.

"Roy was a leader — never backed away from a challenge that involved the welfare of the community," said Jack Franklin. "Roy always looked for the positive and sometimes how to turn a negative to a positive.

"Roy was a person that I proudly called my friend, and I will really miss his vision, leadership, friendship and sense of humor."

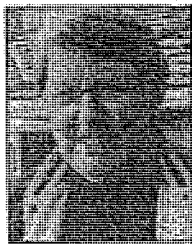
Dancer died Monday night, just a few hours after being honored by the City Council for his outstanding volunteer activities, leadership and dedication to making the city a better place.

A memorial service will take place Jan. 19 at 2 p.m. in Beaverton Christian Church.

Knowing that their friend was battling leukemia and only had a short time to live, fellow Beaverton Optimists Jack Franklin and Marv Doty asked Mayor Rob Drake to proclaim January 2008 as Roy Dancer Month. Drake read the proclamation during the meeting and presented copies of it to Dancer's loyal friends.

"The city of Beaverton will forever be enriched through Roy Dancer's countless volunteer hours," Drake said. "He had a zeal to

■ See **DANCER, A6**



**DANCER**

## Dancer: Park district named a park after him

■ **Continued from A1**

improve the community and a fire in his gut.

"To his last breath, I'm sure Roy still had that fire."

The Tualatin Hills Park and Recreation District also plans to recognize Dancer's years of service and support during next Monday's regular board meeting.

"Roy was a great man and a great role model," said Doug Menke, general manager of the park district. "He was passionate about everything he got involved with.

"If something didn't seem right, he'd be the first person to call. He was never interested in placing blame or finger pointing, he was interested in finding solutions to move things forward."

Dancer was a charter member of the West Beaverton Neighborhood Association Committee. In that role he rallied neighbors to preserve land and prevent inappropriate retail encroachment into nearby residential neighborhoods.

Dancer also served on several boards and service groups including Beaverton Optimists Club, Beaverton Committee for Citizen Involvement, Beaverton Police Chief's Advisory Board, Beaverton

Boys and Girls Club, Beaverton Police Activities League, Beaverton Parade Steering Committee, the former Taste of Beaverton Committee, Washington County Civil Service Arbitration Board and the Tobacco-Free Coalition of Washington County.

"Roy will be remembered as a person who loved this community," said Beaverton Police Chief David Bishop. "He showed that through all his many activities he was involved in."

In addition to the park district naming a three-acre site in West Beaverton Roy E. Dancer Park, Dancer has been honored with the Vergie Ries Award, Beaverton's Good Neighbor of the Year, Beaverton Optimist of the Year, the Trail Blazer Super Star Award as one of six Oregon winners and the JC Penney Golden Rule Award.

"He's an amazing man," said Council President Catherine Arnold, who worked with him for many years on the Beaverton Committee for Citizen Involvement. "He's been quite a mentor to me."

"He will be greatly missed and forever remembered," said Marv Doty.

# Roy Dancer put community at top of his to-do list

By **DAVID R. ANDERSON**  
THE OREGONIAN

BEAVERTON — Roy E. Dancer, a community activist who fought smoking, protected parks and pioneered neighborhood involvement, died Monday night of complications from leukemia.

His death came about two hours after the Beaverton City Council declared January to be Roy Dancer Month. He was 82.

Dancer taught his children to serve people and that people need to be treated fairly, said his

son, Rick Dancer.

"My dad kept you guessing because you never knew what his cause of the week would be," Rick Dancer said Tuesday.

Roy Dancer was born in McMinnville and graduated from McMinnville High School and Linfield College. He taught English and speech and was the debate coach at Hillsboro High School. He left teaching in 1963 to become a negotiator with the Oregon Education Association.

Dancer was instrumental in preserving 22 acres as part of the



**Dancer**  
County activist  
dies at 82

Tualatin Hills Nature Park. In 2003, Tualatin Hills Park & Recreation District named a three-acre park on Southwest Allen Boulevard after Dancer.

Dancer was chairman of the Tobacco-Free Coalition of Washington County and helped pass a county ordinance making

it more difficult for kids younger than 18 to buy tobacco. He organized the Mayors' Prayer Breakfast of Washington County.

"You couldn't ask for a more involved, sincere person who took the community to heart," said Jack Franklin, a friend.

Dancer is survived by his wife, Betty; son, Rick; and daughters, Karen Allen, Judi Magnuson and Dana Vandecoevering.

A memorial service is scheduled for 2 p.m. Jan. 19 at Beaverton Christian Church, 13600 S.W. Allen Blvd.

## SENIOR CALENDAR

### ELSIE STUHR CENTER

Lunch at 11:45 a.m. Monday through Friday. Early-bird lunch at 11:15 a.m. Monday through Thursday. Beaverton Loaves & Fishes provides meals on a donation basis to those 60 and older for \$2.75; younger than 60, \$5.50. Open 8:30 a.m. to 5 p.m. Mondays, Wednesdays and Fridays; 8:30 a.m. to 9 p.m. Tuesdays and Thursdays; and 9 a.m. to 5 p.m. Saturdays. 5550 S.W. Hall Blvd., Beaverton. 503-629-6342.

#### Today

1:15 p.m., Social dance. 1 p.m., Alzheimer's disease support group. 1:30 p.m., Texas hold 'em. 5:30 p.m., Party bridge.

#### Friday

10 a.m., Pinochle. 1 p.m., Afternoon matinee: "The Bourne Ultimatum," starring Matt Damon and Julia Stiles.

#### Saturday

12:30 p.m., Social dance. 1:30 p.m., Texas hold 'em.



MILES VANCE/The Times

**ON HER WAY** — Southridge freshman Taylor Lakey breaks the surface on her way to victory in the 100-yard butterfly against Jesuit last Thursday at Conestoga Swim Center.

## Nature Park seeks member

Applications are now being accepted for a vacancy on the Tualatin Hills Nature Park Advisory Committee.

The committee makes recommendations to the Tualatin Hills Park and Recreation District on operations of both the Nature Park and Interpretive Center. Members meet the second Thursday of each month and assist with events and fundraisers.

Application packets are available at the Nature Park Interpretive Center, 15655 S.W. Millikan Way or at [www.thprd.org](http://www.thprd.org). For more information, call 503-629-6350. Applicants must live within park district boundaries.

The application deadline is 5 p.m. Feb. 13. All applicants must attend the Feb. 14 Nature Park Advisory Committee meeting at 7 p.m.



Valley Times, January 17, 2008



MILES VANCE/The Times

**FOCUSED** — Jesuit's Jacob Bieze kicked up waves and left the competition far behind on his way to victory in the 100-yard butterfly against Southridge last week at Conestoga Swim Center.

# Dalrymple drops out of Beaverton mayor's race

**Primary** | Councilor Dennis Doyle is the only challenger now to Mayor Rob Drake

By **DAVID R. ANDERSON**  
THE OREGONIAN

BEAVERTON — City Councilor Bruce Dalrymple announced Tuesday that he is dropping out of the Beaverton mayor's race.

Dalrymple, 56, said that a recent health problem made it clear to him that he couldn't devote the energy needed to campaign in addition to remaining a councilor and working as a developer. He declined to specify the health problem.

That leaves Councilor Dennis Doyle as the only announced challenger to Mayor Rob Drake in the May primary.

Drake, who is seeking a fifth term, said he had not talked to Dalrymple.

"This is a big shock," Drake said. "If it is health-related, I



**Dalrymple**  
Quit contest due to health problem

won't have to face off with the second-place finisher in the November general election.

"It's certainly going to affect the dynamic with two people running," Doyle said. "It certainly makes the focus on the primary more intense."

Dalrymple said he made the announcement early so that others considering a run would have time to make a decision well before the March 11 filing deadline.

"I'm just trying to be respect-

genuinely do wish him the best."

Doyle said the news means that the winner of the primary is more likely to get a majority and

ful of the process," Dalrymple said.

Dalrymple announced his candidacy for mayor in September. He said Tuesday that he would consider a future run for mayor but that after two decades of community involvement he needed to set new priorities.

"I wouldn't rule out an opportunity in the future," he said. "After 20 years of thinking of other people, it's time to think of myself."

Dalrymple said he hasn't decided whom he will endorse for mayor.

The council appointed Dalrymple in March 2006 to fill a vacant seat. He ran unopposed in May 2006 for a four-year council term. He is executive vice president at Touchmark Development and Construction Co., which builds active adult and retirement housing.

David R. Anderson: 503-294-5199;  
davidanderson@  
news.oregonian.com

## WASHINGTON COUNTY

# Groups will unite in effort to help homeless

**Services | The**  
Wednesday event will offer haircuts, eye care, showers and more

By **ESMERALDA BERMUDEZ**  
THE OREGONIAN

BEAVERTON — Community groups are reaching out to the homeless Wednesday with the second annual Project Homeless Connect, an event designed as a one-stop shop for resources.

Those in need can drop in for free haircuts, eye care, showers, food stamps, clothing, motel vouchers and more.

Washington County's homeless population is growing and agencies have recently expanded outreach plans. Last year, a one-day count showed about 1,200 homeless people county-wide. A separate estimate by schools showed about 1,600 homeless children.

"This is a way to say, 'The community cares about you, and we invite you to come to access these resources as you journey through life to regain housing and a stable lifestyle,'" said Annette Evans, homeless program coordinator for Washington County.

The county's homeless population vastly outpaces the 100 shelter beds available. One any given day, homeless people end up on waiting lists, vying for shelter and a warm meal.

Many are left to sleep in cemeteries, parks and abandoned buildings. For most, transportation is a barrier.

That is why Project Homeless Connect is taking place, Evans

### To learn more

**What:** Project Homeless Connect will offer free services to homeless people in Washington County, including help with housing, employment, clothing, eye care, veterinary services, food stamps and haircuts.

**When:** 10 a.m. to 5 p.m. Wednesday

**Where:** Tualatin Hills Athletic Center, 15707 S.W. Walker Road, Beaverton

**To volunteer:** [www.handsongreaterportland.org](http://www.handsongreaterportland.org)

**Information:** 503-443-6084 or [www.vision-west.org/homelessB.htm](http://www.vision-west.org/homelessB.htm)

said. This gives those without shelter access to many services at once, without having to shuttle around the county in search of help.

Last year about 150 people received assistance at the event. Evans said she hopes longer hours will draw more people this year. The event is being coordinated by the Housing and Sup-

portive Services Network, a combination of outreach groups. Nearly 30 private and public organizations will be donate time and resources.

Volunteers will be needed throughout the day. Those wanting to help should register at [www.handsongreaterportland.org](http://www.handsongreaterportland.org).

Open Door Counseling — a

Cornelius-based shelter that helps people reconnect with family, medical care and work — will offer information and appointments.

Pacific University will provide full eye exams and free glasses. Last year, the mobile van was a popular destination for many.

"We had a gentleman last year who thought he couldn't read anymore because he was too old," said Susan Littlefield, community outreach coordinator with Pacific University's College of Optometry. "It turns out he just needed a pair of read glasses, but he had no idea simple things like that could make a big difference in his life."

Esmeralda Bermudez: 503-294-5961;  
[ebermudez@news.oregonian.com](mailto:ebermudez@news.oregonian.com)

## NEWS BRIEFS

### **Nature Park seeks advisory member**

Applications are now being accepted for a vacancy on the Tualatin Hills Nature Park Advisory Committee.

The committee makes recommendations to the Tualatin Hills Park and Recreation District board on operations of both the Nature Park and Interpretive Center. Members meet the second Thursday of each month and assist with events and fund-raisers.

Application packets are available at the Nature Park Interpretive Center, 15655 S.W. Millikan Way or at [www.thprd.org](http://www.thprd.org). For more information, call 503-629-6350. Applicants must live within park district boundaries.

The application deadline is 5 p.m. Feb. 13. All applicants must attend the Feb. 14 Nature Park Advisory Committee meeting at 7 p.m.

### **Project offers aid to homeless, poor**

Washington County Project Homeless Connect volunteers will provide critical services and resources to people who are homeless and desperately poor Wednesday at the Tualatin Hills Park and Recreation Athletic Center, 15707 S.W. Walker Road.

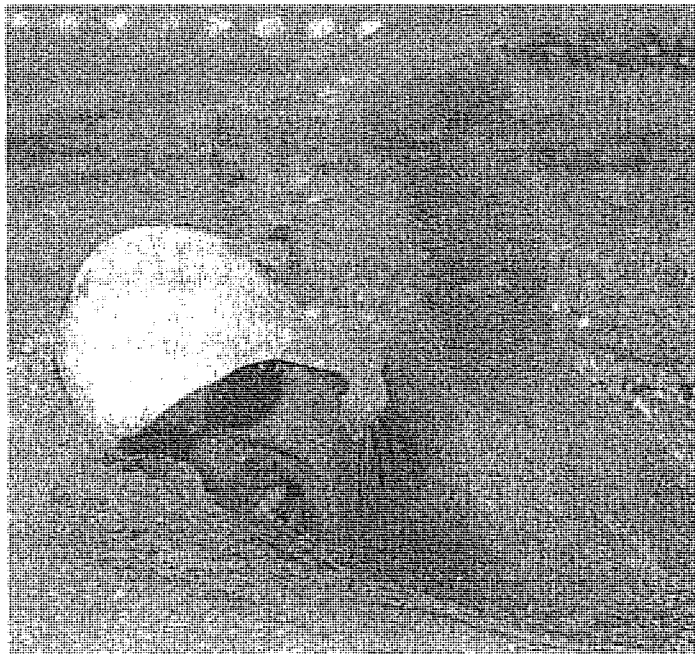
Free services being offered include: medical, dental and vision exams; prescription glasses; legal advice; help applying for financial assistance; employment counseling; transportation guidance; domestic violence consultation; haircuts; pet care; energy assistance, and housing information and referral.

Organizers anticipate the event will draw as many as 500 people who are living in family shelters, doubled-up with other families, or at immediate risk of homelessness.

The service event is sponsored by Washington County and supported by businesses and individuals. It also leverages private, corporate and foundation support to enhance the event's ability to serve homeless families and individuals.



**FREESTYLERS —**  
Westview senior Carlos Nunez (top) looks as relaxed as can be on his way to victory in the 200-yard freestyle, while Sunset's Khoi Tran (right) gives chase en route to a second-place finish in the same event last Thursday at Sunset Swim Center.



**MILES VANCE/  
The Times**



# Councilor pulls out of race

## Bruce Dalrymple cites health reasons, will continue to serve city

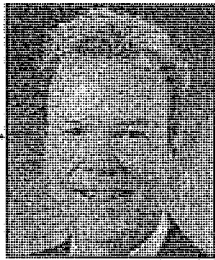
By **CHRISTINA LENT**  
OfTimes Newspapers

City Councilor Bruce S. Dalrymple Tuesday afternoon announced that he would not run for Beaverton mayor in the May primary election.

"I made this decision due to a health reason that has surfaced and after careful consideration and review with my family," Dalrymple said. "I decided now was not the time for me to run a mayoral race campaign in addition to my business and City Council responsibilities."

He said his decision to not challenge Mayor Rob Drake and fellow

■ See **DALRYMPLE, A6**



**"I have no intention of stepping away from my continued involvement."**

◆  
Bruce Dalrymple

# Dalrymple: Race for mayor is down to two

■ **Continued from A1**

Councilor Dennis Doyle for the city's top job would not keep him from continuing his service to the community.

"After more than 20 years of community service, I have no intention of stepping away from my continued involvement," Dalrymple said. "This decision does not affect my responsibility to serve as a city councilor.

"I look forward to continuing in that role and expect to be fully engaged in the policy decisions that shape our city. I feel it's best for our community that I make this announcement now to ensure we will have a rigorous and relevant discussion concerning the mayoral race."

Dalrymple announced his intention to run for Beaverton mayor last September.

He serves as director and executive vice president of Touchmark, a company that specializes in building active adult communities for retirees 55 and older.

For the past two decades he has also served the community in various elected and appointed positions within Washington County.

Before being appointed to fill the Position 1 seat on the City Council in 2006, Dalrymple held leadership roles on the Tualatin Hills Park and Recreation District board of directors and the Washington County Planning Commission.

News that Dalrymple planned to drop out of the mayor race came as a surprise to Doyle,

who plans to challenge Drake for the office he has held since 1993.

"I really respect what Bruce is trying to do," Doyle said. "It's sad that it's a health issue that forced him to step away.

"He certainly has his priorities in order, putting his family and his health ahead of everything else. In the end, that's what really counts in life. There's always time to run again."

Dalrymple's decision to not enter the mayor's race puts a different spin on the importance of the May primary.

"It certainly changes the picture for the race," Doyle said. "Unless someone else enters the foray, the primary election is going to produce a winner."

In the meantime, both Doyle and Drake look forward to continuing to work alongside Dalrymple on the City Council.

"He's been a valuable member of our City Council and I've appreciated his service," Drake said. "I have a great deal of respect for his past public service.

"We all wish him the best as he battles what he has and are hopeful that he will be OK and keep moving forward."

With only one announced challenger remaining in the race, Drake remains focused on his bid for a fifth term as Beaverton's mayor.

"This is not going to change how I run my campaign," Drake said. "I'm still full-speed ahead."

## Project reaches out to county's homeless

On Wednesday, Jan. 30, at Tualatin Hills Park and Recreation Athletic Center, 15707 SW Walker Road, Beaverton, volunteers will provide critical services and resources to people who are homeless and/or desperately poor.

Such services as medical, dental and vision exams, prescription glasses, legal advice, help applying for financial assistance, employment counseling, transportation guidance, domestic violence consultation, haircuts, pet care, energy assistance and housing information and referral will be available free of charge.

Organizers anticipate the event will draw as many as 500 people who are living in family shelters, doubled-up with other families, or at immediate risk of homelessness. Washington County Project Homeless Connect 2008 is sponsored by Washington County and supported by businesses and individuals. The event leverages private, corporate and foundation support to increase capacity for serving homeless families and individuals.

Homelessness in Washington County continues to grow. There are 57 percent more families living at or below the Federal Poverty Level county-wide than there were five

years ago, according to the U.S. Census American Community Survey. There are not enough shelters to meet the need. The 2007 Annual One Night Shelter Count found 1,261 people homeless in Washington County on one average night.

The Domestic Violence Resource Center, Family Bridge (Hillsboro), Good Neighbor Center (Tigard), and the Hillsboro Family Shelter encompass Washington County's network of private nonprofit shelters for homeless families. There are no shelters for homeless individuals in Washington County.

Low-income families rarely have the resources to save for "rainy days." One major unanticipated expense can make paying rent impossible, putting families at risk of becoming homeless. Available rent assistance meets less than 10 percent of the need.

Sponsoring organizations are: Tualatin Hills Park and Recreation District, Central City Concern; Community Action Organization; Department of Human Services - Washington County; Domestic Violence Resource Center; Family Bridge; Good Neighbor Center; Hands on Portland; Luke-Dorf Inc.; NW Natural; Legal Aid Services of Oregon, Pacific University; Oregon Employment Department; Oregon Food Bank; Washington County Housing Authority; Washington County Mental Health.

**OregonLive.com**

Everything Oregon

## The Oregonian

### BEAVERTON

**A 2005 estimate puts the city, at 28 percent minorities, atop all others in the state**

Sunday, January 27, 2008

**DAVID R. ANDERSON and MICHELLE TRAPPEN**  
The Oregonian

Beaverton has good schools, a moderate climate and relatively affordable housing.

And, in a largely homogenous state, the city is a veritable rainbow.

Beaverton has a higher percentage of minorities -- 28 percent of the population -- than any other sizable Oregon city, according to a 2005 Census update. Portland, by comparison, has 20 percent minorities.

And while Latinos make up the largest minority population in Beaverton, the city also has large groups of Asians, Middle Easterners and Eastern Europeans. It's a city where the mayor's next-door neighbor is from Sri Lanka and one of the largest immigrant groups is Somali.

The city has largely embraced the immigrant community, says Ali Farah, who left Somalia in 1991 to escape civil war and has been program coordinator for the Oregon Family Education Center in Beaverton. About 600 Somali families live in the Beaverton area.

The diversity makes Beaverton interesting, Mayor Rob Drake says. It also brings different ideas and viewpoints. "Decisions by the community are more three-dimensional," he says.

However, few minorities fill leadership positions in Washington County. Drake says it might take another generation before ethnic leaders feel comfortable stepping forward to lead the wider community.

Students in the Beaverton School District come from homes where nearly 80 languages are spoken, from Albanian to Urdu.

"We are the most diverse in Oregon," says Wei-Wei Lou, the district's administrator of English language and bilingual programs.

#### **Parks district**

Another factor that makes living in Beaverton interesting and a point of pride is the Tualatin Hills Park & Recreation District, considered Oregon's best park district by Frank Jagodnik, executive director of the Oregon Recreation and Park Association.

In 2004, Sports Illustrated named the district the state's best "Sportstown," citing its "extensive array of first-rate facilities, its wide variety of programming and its commitment to the community."

Drive around the Beaverton area and witness the district's impact. The tax-supported district, more than 50 years old, has built a sports kingdom that encompasses 220 parks, four recreation centers and eight swim centers on 1,800 acres of parkland.

The future looks even brighter. Under a recently adopted comprehensive plan, the 212,000 people living in the district's 55-square-mile boundaries can expect more and better park and recreation opportunities.

"We have an amazing variety of recreational amenities available," says general manager Doug Menke. "We have indoor activities ranging from tennis to aquatics to a running track. We have 25,000 youth involved in field sports. We have pools and skate parks and a great system of trails."

The district does have its headaches. Land is expensive, making it difficult to plan future parks. Much of the district's nearly \$49 million budget is gobbled up by existing facilities and programs, leaving little for anything new.

District leaders haven't decided if they'll pursue a bond measure this year. District residents already pay a property tax of \$1.47 per \$1,000 of assessed value, or \$294 for a \$200,000 home.

The district isn't sitting on the sidelines, though. A \$10 million recreation complex has opened at Portland Community College's Rock Creek campus, providing much-needed fields and facilities for the district's fast-growing northern tier, including Bethany and Rock Creek.

The park benefits both the district and the college, which is leasing the land to the district for \$1 a year. Plans call for four grass baseball diamonds that convert into three fields for football, lacrosse or soccer, as well as two synthetic turf, multiuse fields. The project also includes six outdoor tennis courts, a picnic pavilion, a play structure, a restroom/concession building, and walking paths circling the perimeter of the 30-acre complex.

"There's a great need for parks in this area," Menke says. "Beyond the sports complex, our goal is to obtain 12 acres for neighborhood parks and 25 acres for community parks in the North Bethany area. And down the road, we're hoping to build a recreation aquatic center at the college site."

It costs to participate in most recreation center activities, or play ball on district fields, but it's free to hike or bike any of the 35 miles of trails that criss-cross Beaverton and surrounding areas. The park district plans to increase trails and bolster existing ones, including completion of the Fanno Creek and Powerline trails.

The district also hopes to offer up to four more off-leash parks in the next decade.

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