



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

**Board of Directors Regular Meeting
Wednesday, August 10, 2022**

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

AGENDA

1. [Work Session: Safety Services / Emergency Management Updates](#)
2. Executive Session*
 - A. Legal
 - B. Land
3. Call Regular Meeting to Order
4. Action Resulting from Executive Session
5. Audience Time**
6. Board Time
7. Consent Agenda***
 - A. [Approve: Minutes of June 8, 2022 Regular Board Meeting](#)
 - B. [Approve: Minutes of June 15, 2022 Regular Board Meeting](#)
 - C. [Approve: Monthly Bills](#)
 - D. [Approve: Monthly Financial Statements](#)
 - E. [Approve: Resolution Acknowledging Real Property Transactions for Fiscal Year 2021/2022 and Describing Funding Source\(s\) and Purpose](#)
 - F. [Approve: Amendments to System Development Charges Administrative Procedures Guide](#)
 - G. [Award: Garden Home Recreation Center Flat Roof Repair Contract](#)
 - H. [Award: Garden Home Recreation Center Structural Roof Repair Contract](#)
 - I. [Award: Print Services Contract](#)
 - J. [Award: Munis Implementation Contract](#)
8. Unfinished Business
 - A. [Update: Operations Update](#)
 - B. [Update: Downtown Beaverton Parks & Open Space Framework Plan](#)
 - C. [Information: General Manager's Report](#)
9. New Business
 - A. [Approve: Resolution Supporting Passage of Metro Parks & Nature Local Option Levy](#)
10. Adjourn

The THPRD Board of Director's August 10, 2022, Regular Meeting will be conducted electronically. Live streaming of this meeting will be available at <https://youtu.be/Jj8oz3JyBoY> (work session) and <https://youtu.be/iWvCrgvVIM> (regular session) and also posted on the district's website at www.thprd.org

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

**** Audience Time / Public Testimony:** Testimony is being accepted for this meeting via email (written) or virtually via MS Teams (spoken).

If you wish to submit written testimony via email, please do so by 3 pm the day of the meeting to boardofdirectors@thprd.org. Testimony received by the deadline will be read into the record during the applicable agenda item, or Audience Time, with a 3-minute time limit. Testimony received regarding work session topics will be read during Audience Time.

If you wish to speak during the virtual meeting, please sign up by emailing boardofdirectors@thprd.org by 3 pm the day of the meeting with your name, email address, phone number and testimony topic. You will be provided additional instructions and a link to access the meeting. Testimony will be taken with a 3-minute time limit during the applicable agenda item, or Audience Time. Testimony received regarding work session topics will be taken during Audience Time.

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

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



MEMORANDUM

DATE: July 27, 2022
TO: Board of Directors
FROM: Doug Menke, General Manager
RE: Information Regarding the August 10, 2022 Board of Directors Meeting

Agenda Item #1 – [Work Session: Safety Services / Emergency Management Updates](#)

Attached please find a memo announcing that a work session will be held at your August 10 meeting to provide an update from the district's Safety Services department.

Agenda Item #7 – Consent Agenda

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

- A. [Approve: Minutes of June 8, 2022 Regular Board Meeting](#)
- B. [Approve: Minutes of June 15, 2022 Regular Board Meeting](#)
- C. [Approve: Monthly Bills](#)
- D. [Approve: Monthly Financial Statements](#)
- E. [Approve: Resolution Acknowledging Real Property Transactions for Fiscal Year 2021/2022 and Describing Funding Source\(s\) and Purpose](#)
- F. [Approve: Amendments to System Development Charges Administrative Procedures Guide](#)
- G. [Award: Garden Home Recreation Center Flat Roof Repair Contract](#)
- H. [Award: Garden Home Recreation Center Structural Roof Repair Contract](#)
- I. [Award: Print Services Contract](#)
- J. [Award: Munis Implementation Contract](#)

Agenda Item #8 – Unfinished Business

A. [Operations Update](#)

Attached please find a memo reporting that Aisha Panas, Recreation Services director, will be at your meeting to provide an operations update.

B. [Downtown Beaverton Parks & Open Space Framework Plan](#)

Attached please find a memo reporting that Gery Keck, Design & Development manager, will be at your meeting to present an overview of the joint planning effort for downtown Beaverton open space.

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

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

Agenda Item #9 – New Business

A. [Resolution Supporting Passage of Metro Parks & Nature Local Option Levy](#)

A resolution supporting passage of the Metro Parks & Nature Local Option Levy will be provided to the board prior to your meeting.

Other Packet Enclosures

- [Monthly Capital Report](#)
- [Monthly Bond Capital Report](#)
- [System Development Charge Report](#)



MEMORANDUM

DATE: July 15, 2022
TO: Doug Menke, General Manager
FROM: Holly Thompson, Communications Director
RE: **Emergency Management Overview**

At the August work session, the board is scheduled for a presentation regarding the district's emergency management initiatives. This discussion will include overviews of the Parent Reunification Plan, county-wide sheltering initiatives, cooling/warming/clean air shelters, preparations for major disasters, and staff training. An update on progress of the Natural Hazard Mitigation Plan will also be presented. This session will conclude with a brief recap of new ambassadorship approaches.



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

A meeting of the Tualatin Hills Park & Recreation District Board of Directors was held electronically on Wednesday, June 8, 2022. Work Session 5:15 pm; Executive Session 6:15 pm; Regular Meeting 7:30 pm.

Present:

Tya Ping	President/Director
Heidi Edwards	Secretary/Director
Barbie Minor	Secretary Pro-Tempore/Director
Felicita Monteblanco	Director
Alfredo Moreno	Director
Doug Menke	General Manager

Agenda Item #1 – Work Session: Recreation Services Programming Overview

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Tya Ping on Wednesday, June 8, 2022, at 5:15 pm.

General Manager Doug Menke introduced Julie Rocha, interim Sports & Inclusion director, and Sabrina Taylor Schmitt, interim Recreation & Aquatic director, to share an overview of the district's recreation services programming process, including the various phases of planning, evaluating, and monitoring a program's success.

Julie and Sabrina provided a detailed overview the life cycle of a recreation program, via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- Recreation Division Mission & Overview
- Service Highlights
- Lifecycle of a Program
 - Idea → Services Determinant Questions → Service Assessments → Budget → Class Management → Marketing → Program Monitoring
- Decision Making Matrix
 - Fit
 - Financial capacity
 - Market position
- Programs Monitoring
 - Utilize participant evaluation forms and satisfaction surveys
 - Observe and collect feedback, determine what is missing from the desired experience, and implement changes
 - Monitor, evaluate, and analyze results
 - Modify actions accordingly
 - Repeat process quarterly
- Successes
 - Reopened nine of 12 recreation and aquatic facilities
 - Developed diverse programs and activities
 - Resumed nine-month programs
 - Restarted inclusion services
 - Brought back special events
 - Implemented a Gender Inclusion Training Series and internal workgroup
 - Expanded Employee Wellness Program

- Continued Nature Experiences & Workforce Training (NEWT) internship program
- Created the Diversify internship program
- Rebuilding for the Future
 - Building a strong foundation with programs using the Services Assessment Matrix and focusing on the district's goals
 - Implementing the Sports Affiliate Review process
 - Adding diversity, equity, inclusion, and access to existing programs
 - Expanding the THRIVE afterschool program
 - Reopening aquatic facilities
- Areas of Opportunity
 - Leverage partnerships
 - Return to better
 - Expand hours and programming
 - Increase staffing levels
 - Be creative with space and time limitations

Sabrina and Julie offered to answer any questions the board may have.

Heidi Edwards requested a copy of the class numbers and statistics that were referenced during the presentation.

Felicita Monteblanco asked for additional information regarding how the district identifies underserved populations.

- ✓ Sabrina replied that multiple inputs inform this effort, including Recreation staff's collaborations with the Beaverton School District and our Communications Department, as well as by evaluating participation numbers. She acknowledged that the district lacks sufficient data in this area so some of it is intuitive, such as via the work of the Rec Mobile, leaning into relationships that our community outreach specialists have developed, and forming partnerships with culturally-specific groups. Listening to these groups' needs and collaborating to come up with new ideas is where the district has found the most success.
- ✓ Julie added that the district has worked hard to increase the diversity of its staff and that when our staff members reflect the community we serve, we get more requests and ideas from the community, such as that of the recent Marhaba Arab Celebration at Garden Home Recreation Center. This can lead to valuable partnerships as the district looks to expand services. Lastly, she described the benefit in the district going out to the community versus expecting them to come to us, which helps build trust and further informs the district as to the community's needs.

President Ping inquired whether the district hires bilingual instructors and then promotes the availability of a bilingual instructor for a particular class in order to encourage more diverse participation. She also asked whether consideration has been given to surveying the adult participants of Centro de Bienvenida to see what types of classes they would prefer and what would make them feel most comfortable attending, such as classes taught in Spanish only.

- ✓ Sabrina confirmed that the district collaborates with its bilingual instructors to offer classes in a variety of languages, but that challenges exist when planning these classes six to ten months in advance for the activities guide. Sometimes, the result is more akin to a pop-up event with public outreach conducted, which has been quite successful. Regarding survey work, the district would like to lean into this work more with the customer engagement staff as Centro de Bienvenida continues to expand. She described a few of the district's class offerings that have been available in Spanish only.
- ✓ Julie added that the Rec Mobile director is bilingual and conducts outreach as they are out in the community. Additionally, the district offers language services within our inclusion services program for people who may need an American Sign Language interpreter.

Tya inquired whether bilingual applicants are given preference during the hiring process.

- ✓ Julie replied that the district offers a bilingual pay incentive for bilingual staff when the skill is valuable in their position.

Alfredo Moreno complimented district leadership on instilling a philosophy of empowering frontline staff to listen to the community and share ideas that they think would work well even if it's never been tried before. He also agreed with the importance of building trust in the community through programs such as the Rec Mobile coupled with consistent outreach.

Agenda Item #2 – Executive Session (A) Land (B) Legal (C) Personnel

President Tya Ping called executive session to order for the following purposes:

- To consider the employment of a public officer, employee, staff member or individual agent, and
- To conduct deliberations with persons designated by the governing body to carry out labor negotiations; and
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Executive Session is held under authority of ORS 192.660(2)(a)(d) and (e).

President Ping noted that the news media and designated staff may attend executive session. Representatives of the news media were directed not to disclose information discussed during executive session. No final action or final decision may be made in executive session.

Agenda Item #3 – Call Regular Meeting to Order

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Tya Ping on Wednesday, June 8, 2022, at 7:30 pm.

Agenda Item #4 – Action Resulting from Executive Session

Barbie Minor moved that the board of directors authorize the acquisition of land in the southwest quadrant of the district for the price discussed in executive session, subject to the standard due diligence review and approval by the general manager. Felicita

Monteblanco seconded the motion. Roll call proceeded as follows:

Heidi Edwards	Yes
Alfredo Moreno	Yes
Felicita Monteblanco	Yes
Barbie Minor	Yes
Tya Ping	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #5 – Proclamation: LGBTQ Pride Month

The board members read into the record a proclamation declaring the month of June as LGBTQ Pride Month.

Agenda Item #6 – Audience Time

Carolina Martins, 6320 SW Lombard Avenue, Beaverton, is before the THPRD Board of Directors this evening regarding dog parks. She stated that her neighborhood has a significant number of BIPOC individuals, and that she and a lot of her neighbors have dogs, but that there are no dog parks within walking distance. Considering the weather conditions in Oregon, she typically must drive to the nearest dog park, which increases her living expenses. She commented that most dog parks are built in predominantly white and wealthy neighborhoods. She described how important dog parks are for residents, noting that the parks help build healthy and safe communities and should be accessible for all. Additionally, dog parks provide a safe place for dogs to play, exercise and socialize. She understands that the City of Beaverton's development

codes create additional challenges to building dog parks and that the district's Parks & Facilities Advisory Committee has asked the city for assistance in addressing these codes. She added that the district needs to ensure that BIPOC voices are included in the process of building any new dog park to meet the needs of those who need them the most. She requested that the board prioritize construction of a dog park within walking distance of her neighborhood.

President Ping opened the floor to district staff feedback on this topic.

- ✓ Aisha Panas, Park Services director, acknowledged that this is an ongoing concern that the district hears from those who live within the city of Beaverton, as well as a concern for the district, which desires to be able to provide these amenities for its community. The city's current code does not allow the district to do this type of work, but the demand for dog parks continues to increase, especially as density increases. The district understands these concerns of the community and is working as diligently as possible to elevate this issue to a point where the city can support making changes to the code that would help enable the district to provide these amenities within city limits.

Felicita Montebalanco asked whether it is easier and quicker for the district to construct dog parks in unincorporated Washington County.

- ✓ Aisha confirmed this, noting that as a result, the district's current focus has been to construct new dog parks in those areas, while also working toward resolving our ability to provide dog parks within city limits.
- ✓ Holly Thompson, Communications director, expressed appreciation for Carolina's testimony, noting that they have been communicating via email on this topic and that she has encouraged her to consider applying for one of our advisory committees during open recruitment this fall. She noted that community feedback received during development of the Vision Action Plan also called for more dog parks, and that there is hope the city may change its code. Having community voices continue to articulate the importance of dog parks makes a difference. The district also hears and agrees with her comments that future dog parks be available and accessible to those who need them the most.

Agenda Item #7 – Board Time

A. Committee Liaisons Updates

Barbie Minor provided the following updates and comments during board time:

- ✓ Attended the recent Memorial Day event at Beaverton Veterans Memorial Park and thanked the American Legion Beaverton Post #124 and district staff for their efforts in putting on this wonderful event.
- ✓ The most recent Programs & Events Advisory Committee meeting included a preview of all the upcoming events for summer and fall, from concerts in the park to Big Truck Day.
- ✓ Expressed appreciation for the Black and Green Fellowship program provided in partnership with the Beaverton Black Parent Union, and what it means for the community and connecting people together.
- ✓ This month marks her one-year anniversary as a board member. It has been an honor and her appreciation has grown even more for all the ways THPRD serves its community.

Alfredo Moreno provided the following updates and comments during board time:

- ✓ The most recent Parks & Facilities Advisory Committee meeting included work around championing inclusive play equipment. He is impressed by the dedication and passion of these committee members.
- ✓ Referenced the mass shooting that happened in Uvalde, Texas, and thanked General Manager Doug Menke for sharing with the board the district's training of staff for these types of unthinkable situations.

Felicita Monteblanco provided the following updates and comments during board time:

- ✓ Along with director Moreno, she toured The Mary Ann affordable housing development constructed by REACH, to which THPRD contributed through System Development Charge waivers. REACH encourages the district to continue building this relationship, including exploring opportunities in terms of the community spaces located on site.
- ✓ Expressed congratulations for the passage of Beaverton School District's bond measure.
- ✓ The most recent Nature & Trails Advisory Committee meeting included discussion regarding the Cooper Mountain Community Plan, the district's Natural Resources Function Plan, and climate change.

Heidi Edwards provided the following updates and comments during board time:

- ✓ The Washington County Preschool for All pre-referral committee continues to meet. Discussion topics include revenue mechanisms, program size and scope, and looking to other counties who have preschool programming in order to gain insight.
- ✓ Attended the most recent pension committee meeting, during which discussion took place regarding the negative impacts of the downturn in the stock market and the increase in inflation.
- ✓ Expressed appreciation for the district's gender inclusion work being done.

President Ping provided the following update and comments during board time:

- ✓ Along with director Moreno, she attended a tour of Cooper Mountain Nature Park with Metro staff and council members, as well as THPRD staff. The tour highlighted the partnership between our two agencies and future opportunities in the preservation of this important natural area.

Agenda Item #8 – Consent Agenda

Alfredo Moreno moved that the board of directors approve consent agenda items (A) Minutes of May 11, 2022 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, and (D) Resolution Authorizing Issuance of Interfund Loan for FY 2022/23.

Barbie Minor seconded the motion. Roll call proceeded as follows:

Felicita Monteblanco	Yes
Heidi Edwards	Yes
Barbie Minor	Yes
Alfredo Moreno	Yes
Tya Ping	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #9 – Unfinished Business

A. General Manager's Report

The following presentations were provided as listed within the General Manager's Report included in the board of directors' information packet:

- Gender Inclusion Update
 - Julie Rocha, interim Sports & Inclusion director, and Reid Vanderburgh, consultant and writer, provided an update on the district's work in the area of Gender Inclusion, via a PowerPoint presentation, a copy of which was entered into the record.
- Cooper Mountain Nature Park Tour
 - Aisha Panas, Park Services director, provided comments and photos regarding a recent tour of the Cooper Mountain Nature Park attended by Metro and THPRD staff and elected officials, via a PowerPoint presentation, a copy of which was entered into the record.

Doug and the presenters offered to answer any questions the board may have.

Gender Inclusion Update

Felicita Montebianco expressed support for these efforts, noting that this type of work takes time and if it isn't done thoughtfully, it can cause damage. She asked how the district is ensuring that inclusive language is being used by our affiliated groups.

- ✓ Julie replied that the district is forming an internal committee of part-time and full-time staff to evaluate this very issue. The committee will be looking at areas such as signage for single-stall restrooms, reexamining our activities guide, and evaluating programs, including sports leagues. The policy is close to being finalized and will help guide staff, but the public education component will be important, as well.

Felicita commented that gendered language can be pervasive and is usually unnecessary, and that she looks forward to seeing advances in this area. She emphasized the need to make the district's values clear to any outside parties using district property, such as facility rentals.

Heidi Edwards suggested a few simple changes that could make the district more welcoming and demonstrate awareness, such as by the board members sharing their pronouns, and including pronouns on employee nametags. She described the importance of understanding that younger people in our facilities and programs may have greater awareness of their gender identity and how district staff as allies can help educate our community. She likes the suggestion of adding a page on our website about why the district is doing this work and what it means.

President Ping asked if the district's Gender Inclusion policy will extend to its affiliated groups.

- ✓ Julie replied that DEIA requirements are imbedded within the affiliation process and come from the appropriate governing bodies, such as Oregon Youth Soccer Association. Although currently there is no requirement that groups follow a specific policy, this section will be updated every three years and can be revisited.

Tya inquired whether a trans participant would be allowed to play on the team for which they identify.

- ✓ Julie confirmed that, for soccer, participants are allowed to play on the teams for which they identify. Such requests were part of the impetus for this work of the district, and like us, many of these organizations are also just starting their journey in gender inclusion.

Tya emphasized that the district should proactively engage its affiliates to ensure that they understand this value, including those renting district facilities.

B. Cooper Mountain Community Plan

Gery Keck, Design & Development manager, introduced Cassera Phipps, City of Beaverton's senior planner, who provided a detailed overview of the status of the development of the Cooper Mountain Community Plan (CMCP), via a PowerPoint presentation, a copy of which was entered into the record. In 2018, the Metro Council voted to expand the urban growth boundary to include the 1,232-acre Cooper Mountain Urban Reserve Area. The CMCP will establish a long-term vision for the area's growth and development to support welcoming, walkable neighborhoods that honor the unique landscape and ensure a legacy of natural resource protection and connection. The project began in March of 2020 and has identified three alternative development scenarios. The goal of these development scenarios is to identify a preferred alternative to be adopted as a community plan and incorporated into the City of Beaverton's development code. Gery and Cassera offered to answer any questions the board may have.

President Ping opened the floor for public testimony.

Wendy Kroger, 12030 SW Settler Way, Beaverton, is before the board of directors this evening representing a coalition of community members called the Cooper Mountain Nature Park Group. A packet of information was submitted into the record, including written testimony and documents expanding upon the benefits of prioritizing the protection of natural resources in the CMCP. Wendy referenced Metro's 1995 open space, parks and streams bond measure that provided

funding for acquisition of land in the South Cooper Mountain target area. Acquisition goals at that time included acquiring between 400-700 acres to protect and enhance Cooper Mountain's unique biological diversity, of which 231 acres have been acquired to-date. Goals of the bond measure also included protection of the Tualatin River's water quality, scenic vistas, and linkages to trails, greenways, parks and community facilities. She noted the number of visitors to the park was over 94,000 last year alone, which is roughly the population of the entire city of Beaverton. The Cooper Mountain Nature Park Group asks that the THPRD Board of Directors formally states its support to the city for the expansion of the Cooper Mountain Nature Park within the CMCP, such that an expanded park will incorporate natural areas within the CMCP boundaries currently outside the park, particularly riparian zones, wildlife habitat and corridors, and areas with a mature tree canopy. They also ask that the board states its support for the establishment of sufficient development setbacks, area-wide walking trail connectivity, corridors linking the park with Winkelman Park and the Jenkins Estate, and a restriction against new roads bisecting natural areas. Lastly, they ask that the board uses its connections with Metro to encourage Metro to expedite its movement forward in securing the lands in question from willing sellers before the opportunity is lost. While THPRD likely has some funds to contribute to the effort, it is Metro's 2019 natural areas bond measure that possesses the bulk of the acquisition funds necessary. This makes the city and THPRD dependent on Metro for meaningful acquisition progress.

Felicita Montebianco commented that she appreciates hearing the city's commitment to climate resilience. She asked Cassera to expand upon the relationship between tree canopy and climate resilience, noting that last year's extreme heat resulted in the loss of life within our community. As we build anything in the future, how are we thinking of keeping neighborhoods cool?

- ✓ Cassera described the approaches being explored in not only preserving and setting aside natural areas, but in integrating greenspaces and nature into the built environment. She noted that the city does not currently have a tree canopy goal and that instituting such would require development of an entirely new section of code.

Felicita referenced research out of Portland State University exploring last year's extreme temperature's disproportionate impact on neighborhoods that had less tree canopy.

President Ping thanked Cassera for the informative presentation this evening, and for bringing groups together in a collaborative approach in creating a community where both its residents and the natural world around it can thrive.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 8:40 pm.

Tya Ping, President

Heidi Edwards, Secretary

Recording Secretary,
Jessica Collins



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

A meeting of the Tualatin Hills Park & Recreation District Board of Directors was held electronically on Wednesday, June 15, 2022. Executive Session 6:45 pm; Regular Meeting 7 pm.

Present:

Tya Ping	President/Director
Heidi Edwards	Secretary/Director
Barbie Minor	Secretary Pro-Tempore/Director
Felicita Monteblanco	Director
Alfredo Moreno	Director
Doug Menke	General Manager

Agenda Item #1 – Executive Session (A) Personnel

President Tya Ping called executive session to order for the following purposes:

- To consider the employment of a public officer, employee, staff member or individual agent, and
- To conduct deliberations with persons designated by the governing body to carry out labor negotiations.

Executive Session is held under authority of ORS 192.660(2)(a) and (d).

President Ping noted that the news media and designated staff may attend executive session. Representatives of the news media were directed not to disclose information discussed during executive session. No final action or final decision may be made in executive session.

Agenda Item #2 – Call Regular Meeting to Order

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Tya Ping on Wednesday, June 15, 2022, at 7 pm.

Agenda Item #3 – Action Resulting from Executive Session

Heidi Edwards moved that the board of directors accept the general manager’s evaluation as presented and authorize a compensation increase of 2.75% of salary. Felicita

Monteblanco seconded the motion. Roll call proceeded as follows:

Alfredo Moreno	Yes
Heidi Edwards	Yes
Felicita Monteblanco	Yes
Barbie Minor	Yes
Tya Ping	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #4 – Election of Officers for Fiscal Year 2022/23

President Ping opened the floor to nominations for board officers for Fiscal Year 2022/23.

Felicita Monteblanco nominated Barbie Minor to serve as Secretary of the Tualatin Hills Park & Recreation District Board of Directors for Fiscal Year 2022/23. Heidi Edwards seconded the nomination.

Tya Ping nominated Alfredo Moreno to serve as Secretary Pro-Tempore of the Tualatin Hills Park & Recreation District Board of Directors for Fiscal Year 2022/23. Barbie Minor seconded the nomination.

Tya Ping nominated Felicita Monteblanco to serve as President of the Tualatin Hills Park & Recreation District Board of Directors for Fiscal Year 2022/23. Heidi Edwards seconded the nomination.

Hearing no further nominations, roll call proceeded as follows:

Barbie Minor	Yes
Alfredo Moreno	Yes
Felicita Monteblanco	Yes
Heidi Edwards	Yes
Tya Ping	Yes

The nominations were UNANIMOUSLY APPROVED.

Agenda Item #5 – Proclamations

A. Juneteenth

The board members read into the record a proclamation declaring June 19 as Juneteenth.

B. Parks and Recreation Month

The board members read into the record a proclamation declaring July as Parks and Recreation Month.

Agenda Item #6 – Presentation: Metro Parks & Nature Levy Renewal

President Ping welcomed Metro Councilors Juan Carlos González and Gerritt Rosenthal, and Mychal Tetteh, Metro’s Parks & Nature Community Services Director, to provide information regarding Metro’s Parks & Nature levy renewal effort.

Councilor González, Councilor Rosenthal, and Mychal provided a detailed update on Metro’s parks and nature work, including recent highlights of the 2019 parks and nature bond and Metro’s parks and nature local option levy, via a PowerPoint presentation, a copy of which was entered into the record. Set to expire in June 2023, the Metro Council is considering asking voters to renew the levy in 2022, which would make the funding available for five additional years without raising taxes. The presentation described the impact of the current levy across the region as well as the timeline for potential renewal. They encouraged the board to provide any feedback they’d like to offer, and offered to answer any questions that the board may have, as well.

Felicita Monteblanco commented on the voter enthusiasm seen for protecting natural spaces, especially since the peak of the pandemic after spending so much time outside. She asked for confirmation that people of color were oversampled in the polling conducted for the levy renewal.

✓ Mychal confirmed this.

Felicita advocated for the district’s partnership with Metro in managing the Cooper Mountain Nature Park, noting that the THPRD board and the community it serves desires to see the park grow in size, which is going to take a concerted, partnered effort to bring to fruition.

Heidi Edwards expressed support for Metro’s work in protecting natural areas, noting that THPRD is proud to be a partner in that effort. She is also appreciative of Metro’s work to honor Native Nations. She expressed agreement with Felicita’s comments regarding expansion of the Cooper Mountain Nature Park and appreciates Metro’s leadership and partnership in this effort.

Alfredo Moreno described the importance of storytelling and providing specificity in terms of impact on communities of color for the upcoming levy renewal campaign, as well as the need to continue to protect and care for these important natural areas and mitigating the impacts of climate change.

President Ping thanked the Metro Councilors and staff for the presentation this evening and emphasized the board's support for its partnership with Metro and its passion for preserving and protecting natural resources.

Agenda Item #7 – Budget Hearing: Resolution Adopting the Fiscal Year 2022/23 Budget, Levying Taxes and Making Appropriations

A. Open Hearing

President Ping opened the Budget Hearing.

B. Staff Report

Jared Isaksen, Finance Services director/chief financial officer, provided an overview of the memo included within the board of directors' information packet via a PowerPoint presentation, a copy of which was entered into the record, noting that there are no adjustments to the approved budget being proposed this evening. The total appropriation amount for Fiscal Year 2022/23 is \$154,223,866, and the ad valorem property tax amount provided for in the budget is at the rate of \$1.3073 per \$1,000 of assessed value and a property tax of \$8,504,143 for bonded debt. Board approval is being requested of the resolution to adopt the FY 2022/23 budget, make appropriations, and levy ad valorem taxes.

C. Public Comment

There was no public comment.

D. Board Discussion

There was no board discussion.

E. Close Hearing

President Ping closed the budget hearing.

F. Board Action

Barbie Minor moved that the board of directors approve Resolution 2022-07 to adopt the 2022/23 budget, levy ad valorem taxes, and make appropriations. Heidi Edwards seconded the motion. Roll call proceeded as follows:

Felicita Monteblanco	Yes
Alfredo Moreno	Yes
Heidi Edwards	Yes
Barbie Minor	Yes
Tya Ping	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Audience Time

Secretary Heidi Edwards read written testimony received, a copy of which was entered into the record:

Jason Hohnbaum provided testimony regarding THPRD boundaries not aligning with Beaverton School District boundaries. He stated that he moved within the McKay Elementary School boundary in March of 2017, and although within Beaverton School District boundaries, his home is outside of THPRD boundaries. The Tigard Tualatin Aquatic District aligns with the Tigard Tualatin School District, and THPRD aligns with the Beaverton School District, with the exception of parts of the district that lie south of Scholls Ferry Road, leaving these areas without a parks and recreation provider. He asked that THPRD formally consider aligning their borders with the Beaverton School District, which will give entire neighborhoods an opportunity to use THPRD facilities and enable all children attending Beaverton School District to join the same camps and activities as their fellow students, despite having a Tigard address.

Secretary Edwards requested a response from district staff regarding this testimony.

- ✓ General Manager Doug Menke confirmed that this area is outside of the district's ultimate service boundary and is not eligible for the district's voluntary annexation program. Based on our Urban Service Agreement with the City of Tigard, the district could consider annexing this area, but only with the invitation to do so from the City of Tigard. Although there have been many discussions with the City of Tigard on this topic over the years, no invitation has occurred.
- ✓ Aisha Panas, Park Services director, added that those outside of THPRD's service boundary can still participate in THPRD programs through paying the out-of-district assessment fee or an additional percentage of the program fee.

Heidi Edwards recognized that the board hears this complaint often from those residing within these areas without service and thanked staff for the reminder regarding the opportunities for annexation or participation for those who live out-of-district, noting that until any movement is made with boundaries, which likely won't be soon, there are still options for the public.

Agenda Item #9 – Board Time

A. Committee Liaisons Updates

Alfredo Moreno noted that the most recent Parks & Facilities Advisory Committee meeting included a presentation from Mark Pierce, Safety Services manager, regarding how the department handles certain scenarios and their partnership with local law enforcement.

Agenda Item #10 – Consent Agenda

Felicita Monteblanco moved that the board of directors approve consent agenda items (A) Resolution Authorizing System Development Charge Indexed Rate Annual Cost Adjustment, (B) Intergovernmental Agreement with Metro for 2019 Parks and Nature Bond Local Share Program, (C) Intergovernmental Agreement with Washington County for Coronavirus State Fiscal Recovery Fund Grant Washington County Park Restroom Improvements, and (D) Collective Bargaining Agreement. Heidi Edwards seconded the motion. Roll call proceeded as follows:

Barbie Minor	Yes
Alfredo Moreno	Yes
Heidi Edwards	Yes
Felicita Monteblanco	Yes
Tya Ping	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #11 – New Business

A. Resolution Appointing Audit Committee Member

There is one open position on the district's Audit Committee due to the expiration of the general public member's term. Audit committee positions are two-year terms. Notice of the vacancy was published and applications to serve on the committee were accepted from May 9-31, 2022. Five applications were received; one candidate was out-of-district and another candidate withdrew their application, leaving three remaining applicants.

President Ping noted that she and Alfredo recently conducted interviews of the three applicants who were all well qualified and ready to serve their community in this capacity. It was a difficult decision, but they both recommend appointment of Aysha Ismail to the district's Audit Committee.

- ✓ Alfredo expressed agreement and thanked the community for stepping up to help the district fulfill its work in an area that requires such a special skillset.

Alfredo Moreno moved that the board of directors approve Resolution No. 2022-09, Appointing Aysha Ismail to the district's Audit Committee for a term of two years. Barbie Minor seconded the motion. Roll call proceeded as follows:

Heidi Edwards	Yes
Alfredo Moreno	Yes
Felicita Monteblanco	Yes
Barbie Minor	Yes
Tya Ping	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #12 – Adjourn

There being no further business, the meeting was adjourned at 7:50 pm.

Tya Ping, President

Heidi Edwards, Secretary

Recording Secretary,
Jessica Collins

Check #	Check Date	Vendor Name	Check Amount
88237	6/6/2022	BEAVERTON RESOURCE GUIDE Advertising	1,190.00 \$ 1,190.00
316394	6/8/2022	ASA CONSTRUCTION LLC Capital Outlay - ADA Projects	58,693.85 \$ 58,693.85
88245	6/6/2022	TREECOLOGY INC	6,741.00
316481	6/22/2022	CASCADE ENVIRONMENTAL GROUP LLC	5,072.50
316483	6/22/2022	F & F FARM AND REFORESTATION LLC Capital Outlay - Bond - Natural Resources Projects	2,352.00 \$ 14,165.50
316388	6/1/2022	TUALATIN VALLEY WATER DISTRICT Capital Outlay - Bond - New/Redevelop Community Parks	61,824.00 \$ 61,824.00
316372	6/1/2022	NV5 / GEODESIGN INC / WHPACIFIC Capital Outlay - Bond - Youth Athletic Field Development	15,716.80 \$ 15,716.80
ACH	6/22/2022	3J CONSULTING INC Capital Outlay - Building Improvements	1,055.34 \$ 1,055.34
88243	6/6/2022	POOL & SPA HOUSE INC	5,487.30
ACH	6/22/2022	CEDAR MILL CONSTRUCTION CO LLC	15,558.77
ACH	6/22/2022	OPIS ARCHITECTURE LLP	11,181.50
316526	6/29/2022	EASTSIDE PAVING INC Capital Outlay - Building Replacements	87,222.00 \$ 119,449.57
88283	6/6/2022	DELL MARKETING L P	2,285.52
88295	6/6/2022	CDW GOVERNMENT INC Capital Outlay - Information Technology Replacement	12,198.80 \$ 14,484.32
316569	6/29/2022	NORTHWEST PLAYGROUND EQUIPMENT INC Capital Outlay - Park & Trail Replacements	1,252.00 \$ 1,252.00
316382	6/1/2022	WASHINGTON COUNTY Capital Outlay - SDC - Bridge Aloha Development Permitting Fees	221,000.00 \$ 221,000.00
316371	6/1/2022	NORTHWEST GEOTECHNICAL CONSULTANTS INC	4,233.40
88228	6/6/2022	MILLER NASH GRAHAM & DUNN LLP	4,247.50
ACH	6/8/2022	ENVIRONMENTAL SCIENCE ASSOCIATES	5,805.12
316443	6/15/2022	BEAVERTON , CITY OF	15,000.00
316504	6/29/2022	2.INK STUDIO	1,028.42
ACH	6/29/2022	LYDA EXCAVATING INC Capital Outlay - SDC - Park Development/Improvement	33,119.07 \$ 63,433.51
316457	6/15/2022	GALARDI CONSULTING LLC Capital Outlay - SDC - Professional Services	3,760.00 \$ 3,760.00
88262	6/6/2022	ALASKA AIRLINES Conferences	1,000.42 \$ 1,000.42

Check #	Check Date	Vendor Name	Check Amount
316436	6/10/2022	CASHMERE VALLEY BANK	7,503.75
		Debt Service Interest - FF&C Series 2021	\$ 7,503.75
88391	6/6/2022	OREGON RECREATION AND PARKS ASSOCIATION	4,500.00
88407	6/6/2022	BEST AQUATIC MANAGEMENT	1,082.95
		Dues & Memberships	\$ 5,582.95
88238	6/6/2022	PORTLAND GENERAL ELECTRIC	3,715.33
88254	6/6/2022	PORTLAND GENERAL ELECTRIC	38,325.03
88269	6/6/2022	PORTLAND GENERAL ELECTRIC	20,820.76
88279	6/6/2022	PORTLAND GENERAL ELECTRIC	1,480.41
88427	6/12/2022	PORTLAND GENERAL ELECTRIC	1,480.00
		Electricity	\$ 65,821.53
316389	6/2/2022	KAISER FOUNDATION HEALTH PLAN	245,393.88
316390	6/2/2022	MODA HEALTH PLAN INC	26,493.20
316391	6/2/2022	UNUM LIFE INSURANCE - LTC COMPANY OF AMERICA	9,244.06
316393	6/2/2022	UNUM LIFE INSURANCE - LTC COMPANY OF AMERICA	1,649.30
		Employee Benefits	\$ 282,780.44
316438	6/15/2022	PACIFICSOURCE ADMINISTRATORS INC	2,939.31
316440	6/15/2022	US BANK FBO: THPRD RETIREMENT PLAN	11,841.24
ACH	6/15/2022	MISSIONSQUARE RETIREMENT	41,773.20
ACH	6/15/2022	OREGON DEPARTMENT OF JUSTICE	1,522.35
316612	6/30/2022	PACIFICSOURCE ADMINISTRATORS INC	6,567.31
316615	6/30/2022	US BANK FBO: THPRD RETIREMENT PLAN	14,610.79
ACH	6/30/2022	MISSIONSQUARE RETIREMENT	42,206.94
ACH	6/30/2022	OREGON DEPARTMENT OF JUSTICE	1,522.35
ACH	6/30/2022	THPRD - EMPLOYEE ASSOCIATION	8,874.78
		Employee Deductions	\$ 131,858.27
ACH	6/1/2022	NORTHWEST NATURAL GAS COMPANY	11,727.20
ACH	6/8/2022	NORTHWEST NATURAL GAS COMPANY	3,161.13
ACH	6/22/2022	NORTHWEST NATURAL GAS COMPANY	1,173.81
ACH	6/29/2022	NORTHWEST NATURAL GAS COMPANY	19,702.04
		Heat	\$ 35,764.18
ACH	6/1/2022	PORTLAND ENERGY BASKETBALL LLC	1,820.00
		Instructional Services	\$ 1,820.00
316592	6/29/2022	SPECIAL DISTRICTS ASSOCIATION OF OREGON	14,432.79
		Insurance	\$ 14,432.79
ACH	6/1/2022	HYDRO CLEAN ENVIRONMENTAL LLC	2,250.00
ACH	6/1/2022	COLT REMODELING & TREE SERVICE	3,500.00
88218	6/6/2022	REXIUS FOREST BY PRODUCTS INC	3,000.00
88221	6/6/2022	GUARANTEED PEST CONTROL SERVICE CO INC	2,019.00
88227	6/6/2022	AMERICAN BACKFLOW & PLUMBING SERVICES INC	3,215.00

Check #	Check Date	Vendor Name	Check Amount
88231	6/6/2022	PERFORMANCE SYSTEMS INTEGRATION LLC	2,375.00
88234	6/6/2022	AIRGAS NORPAC INC	116.40
88240	6/6/2022	OTIS ELEVATOR COMPANY	1,020.00
88243	6/6/2022	POOL & SPA HOUSE INC	21,971.83
88250	6/6/2022	WASTE MANAGEMENT OF OREGON INC	2,536.22
88257	6/6/2022	UNITED SITE SERVICES	10,495.00
88286	6/6/2022	TURF STAR WESTERN	3,088.37
88307	6/6/2022	CANTEL SWEEPING	1,255.00
88322	6/6/2022	GOODYEAR COMMERCIAL TIRE & SERVICE CENTER	3,129.83
88335	6/6/2022	BEAVERTON AUTO PARTS	1,412.55
88402	6/6/2022	BAXTER AUTO PARTS	2,092.92
88426	6/6/2022	AMAZON.COM	98.98
316403	6/8/2022	FARLEY GROUP INC, THE	9,722.11
ACH	6/8/2022	COLT REMODELING & TREE SERVICE	4,000.00
ACH	6/8/2022	PACIFIC SPORTS TURF INC	4,050.00
316441	6/15/2022	AMERICAN PRESSURE WASHING INC	4,481.00
316451	6/15/2022	EDWARDS ENTERPRISES	1,662.50
316473	6/15/2022	UNITED RENTALS INC	2,624.91
316476	6/15/2022	WALTER E NELSON COMPANY	212.51
ACH	6/15/2022	ASH CREEK FOREST MANAGEMENT LLC	5,410.00
316485	6/22/2022	FARLEY GROUP INC, THE	10,751.38
316489	6/22/2022	NESS & CAMPBELL CRANE INC	1,119.34
316501	6/22/2022	WALTER E NELSON COMPANY	251.62
ACH	6/29/2022	HYDRO CLEAN ENVIRONMENTAL LLC	6,150.00
ACH	6/29/2022	COLT REMODELING & TREE SERVICE	4,000.00
ACH	6/29/2022	SPEEDY SEPTIC SERVICE	2,373.59
		Maintenance Services	\$ 120,385.06
316381	6/1/2022	WALTER E NELSON COMPANY	3,066.15
88222	6/6/2022	EWING IRRIGATION PRODUCTS INC	5,171.94
88233	6/6/2022	VALLEY ATHLETICS	2,907.00
88234	6/6/2022	AIRGAS NORPAC INC	3,690.51
88241	6/6/2022	RICK'S CUSTOM FENCING & DECKING	2,700.00
88243	6/6/2022	POOL & SPA HOUSE INC	4,490.82
88247	6/6/2022	TARGET SPECIALTY PRODUCTS	4,057.65
88249	6/6/2022	STEP FORWARD ACTIVITIES INC	5,574.40
88253	6/6/2022	GLOBAL INDUSTRIAL	1,321.95
88257	6/6/2022	UNITED SITE SERVICES	352.00
88287	6/6/2022	OFFICE DEPOT INC	45.06
88290	6/6/2022	HOME DEPOT CREDIT SERVICES	3,076.35
88293	6/6/2022	HYDER GRAPHICS	4,200.75
88295	6/6/2022	CDW GOVERNMENT INC	426.15
88300	6/6/2022	PARR LUMBER CO	1,230.48
88305	6/6/2022	PLATT ELECTRIC SUPPLY	1,339.82
88321	6/6/2022	PATRIOT SUPPLY	1,668.75
88335	6/6/2022	BEAVERTON AUTO PARTS	115.25
88346	6/6/2022	GRAINGER	1,002.99
88388	6/6/2022	HORIZON DISTRIBUTORS INC	3,330.64
88414	6/6/2022	AMAZON.COM	95.44

Check #	Check Date	Vendor Name	Check Amount
88426	6/6/2022	AMAZON.COM	267.14
316454	6/15/2022	FOREVER LAWN PORTLAND	1,474.00
316476	6/15/2022	WALTER E NELSON COMPANY	855.96
316501	6/22/2022	WALTER E NELSON COMPANY	1,951.44
316601	6/29/2022	VORTEX USA INC	1,231.00
316603	6/29/2022	WALTER E NELSON COMPANY	2,361.28
		Maintenance Supplies	\$ 58,004.92
316379	6/1/2022	SOUTHRIDGE YOUTH FOOTBALL - PMB 342	1,142.68
ACH	6/1/2022	SMITH DAWSON & ANDREWS	3,000.00
316616	6/30/2022	WASHINGTON COUNTY	6,448.60
		Miscellaneous Other Services	\$ 10,591.28
88224	6/6/2022	AT&T MOBILITY	172.92
88261	6/6/2022	LANGUAGE LINE SERVICES	150.00
88287	6/6/2022	OFFICE DEPOT INC	1,260.08
88293	6/6/2022	HYDER GRAPHICS	89.40
88414	6/6/2022	AMAZON.COM	24.37
88426	6/6/2022	AMAZON.COM	131.06
88252	6/7/2022	RICOH USA INC	2,148.75
ACH	6/29/2022	PENHOLLOW PROMOTIONS LLC	190.00
88252	6/7/2022	RICOH USA INC	(66.68)
		Office Supplies	\$ 4,099.90
316367	6/1/2022	GRUNOW, KYLIE	1,500.00
316376	6/1/2022	RAFTELIS FINANCIAL CONSULTANTS INC	6,955.00
88228	6/6/2022	MILLER NASH GRAHAM & DUNN LLP	9,321.50
88261	6/6/2022	LANGUAGE LINE SERVICES	2,268.82
88371	6/6/2022	LINGUAVA INTERPRETERS INC	1,001.36
316431	6/8/2022	TRUPP HR INC	12,031.25
316435	6/9/2022	PKS INTERNATIONAL LLC	6,352.00
316445	6/15/2022	BRUNER STRATEGIES LLC	2,200.00
316450	6/15/2022	DESIGN CONCEPTS CLA INC	6,244.75
316471	6/15/2022	TRUCKER HUSS A PROFESSIONAL CORPORATION	1,575.00
ACH	6/15/2022	TALBOT KORVOLA & WARWICK LLP	25,000.00
ACH	6/15/2022	HR ANSWERS INC	1,520.00
316612	6/30/2022	PACIFICSOURCE ADMINISTRATORS INC	670.00
		Professional Services	\$ 76,639.68
ACH	6/1/2022	PENHOLLOW PROMOTIONS LLC	2,369.00
88270	6/6/2022	KIEFER & ASSOCIATES	2,154.77
88280	6/6/2022	MOTION PICTURE LICENSING CORPORATION	3,515.07
88283	6/6/2022	DELL MARKETING L P	1,987.68
88287	6/6/2022	OFFICE DEPOT INC	9.90
88290	6/6/2022	HOME DEPOT CREDIT SERVICES	2,563.66
88293	6/6/2022	HYDER GRAPHICS	4,976.40
88295	6/6/2022	CDW GOVERNMENT INC	1,145.00
88346	6/6/2022	GRAINGER	28.91
88349	6/6/2022	MCKESSON MEDICAL SURGICAL INC	1,471.75

Check #	Check Date	Vendor Name	Check Amount
88391	6/6/2022	OREGON RECREATION AND PARKS ASSOCIATION	65.00
88414	6/6/2022	AMAZON.COM	2,544.75
88426	6/6/2022	AMAZON.COM	1,205.68
88252	6/7/2022	RICOH USA INC	86.47
ACH	6/15/2022	PENHOLLOW PROMOTIONS LLC	9,586.45
ACH	6/29/2022	PENHOLLOW PROMOTIONS LLC	1,055.00
		Program Supplies	\$ 34,765.49
316434	6/8/2022	Zou, Xiaoli	2,174.25
		Refund for District Credit Balance	\$ 2,174.25
88232	6/6/2022	PRIDE DISPOSAL COMPANY	1,331.99
88250	6/6/2022	WASTE MANAGEMENT OF OREGON INC	5,987.50
		Refuse Services	\$ 7,319.49
88252	6/7/2022	RICOH USA INC	3,516.63
		Rental Equipment	\$ 3,516.63
88287	6/6/2022	OFFICE DEPOT INC	862.85
88295	6/6/2022	CDW GOVERNMENT INC	950.75
		Small Furniture & Equipment	\$ 1,813.60
316370	6/1/2022	METRO JUNK SOLUTIONS INC	2,425.00
ACH	6/1/2022	SHI INTERNATIONAL CORPORATION	5,622.60
88246	6/6/2022	COMMAND PROMPT INC	10,000.00
88283	6/6/2022	DELL MARKETING L P	1,473.95
88290	6/6/2022	HOME DEPOT CREDIT SERVICES	458.18
88295	6/6/2022	CDW GOVERNMENT INC	537.96
88344	6/6/2022	ANDERSON TOWING & RECOVERY INC	985.20
88396	6/6/2022	AVERTIUM LLC	4,708.00
316435	6/9/2022	PKS INTERNATIONAL LLC	3,525.00
316448	6/15/2022	DATACOMM LLC	3,000.00
316452	6/15/2022	EVENTS UNLIMITED LLC	6,820.00
316453	6/15/2022	F & F FARM AND REFORESTATION LLC	17,703.00
ACH	6/15/2022	TRUVIEW BSI LLC	2,975.35
316479	6/22/2022	BTSC SERVICES LLC	17,062.00
316490	6/22/2022	OLSON BROS LLC, THE	3,000.00
ACH	6/22/2022	HR ANSWERS INC	2,358.00
316528	6/29/2022	ELEVATE TECHNOLOGY GROUP	2,925.00
		Technical Services	\$ 85,579.24
88248	6/6/2022	VANDERBURG, REID	1,120.00
88391	6/6/2022	OREGON RECREATION AND PARKS ASSOCIATION	240.00
		Technical Training	\$ 1,360.00
88224	6/6/2022	AT&T MOBILITY	8,865.32
88225	6/6/2022	ALLSTREAM BUSINESS US	5,939.35
		Telecommunications	\$ 14,804.67

Check #	Check Date	Vendor Name	Check Amount
88344	6/6/2022	ANDERSON TOWING & RECOVERY INC	571.50
		Vehicle & Equipment Services	\$ 571.50
316387	6/1/2022	TUALATIN VALLEY WATER DISTRICT	7,517.24
88335	6/6/2022	BEAVERTON AUTO PARTS	148.56
316446	6/15/2022	CARSON OIL INC	5,266.71
316480	6/22/2022	CARSON OIL INC	6,048.60
316499	6/22/2022	TUALATIN VALLEY WATER DISTRICT	9,764.42
316599	6/29/2022	TUALATIN VALLEY WATER DISTRICT	12,157.34
		Vehicle Gas & Oil	\$ 40,902.87
88220	6/6/2022	TUALATIN VALLEY WATER DISTRICT	4,067.21
88242	6/6/2022	BEAVERTON , CITY OF	9,380.22
88255	6/6/2022	TUALATIN VALLEY WATER DISTRICT	6,674.51
88256	6/6/2022	BEAVERTON , CITY OF	5,959.01
88263	6/6/2022	BEAVERTON , CITY OF	6,799.01
88275	6/6/2022	TUALATIN VALLEY WATER DISTRICT	5,601.03
88282	6/6/2022	BEAVERTON , CITY OF	4,911.86
		Water & Sewer	\$ 43,392.85
Grand Total			\$ 1,628,510.65

Check #	Check Date	Vendor Name	Check Amount
88012	5/3/2022	COMMUNITY NEWSPAPERS INC	3,129.13
88036	5/3/2022	METRO PARENT PUBLISHING INC	1,636.80
		Advertising	\$ 4,765.93
88144	5/3/2022	BEAVERTON , CITY OF	1,947.59
ACH	5/25/2022	DAVID EVANS & ASSOCIATES INC	4,023.20
		Capital Outlay - ADA Projects	\$ 5,970.79
88102	5/3/2022	BEAVERTON AUTO PARTS	196.17
316281	5/11/2022	CASCADE ENVIRONMENTAL GROUP LLC	4,606.73
		Capital Outlay - Bond - Natural Resources Projects	\$ 4,802.90
316275	5/4/2022	WASHINGTON COUNTY	3,565.00
		Capital Outlay - Bond - Youth Athletic Field Development	\$ 3,565.00
88062	5/3/2022	GRAINGER	3,931.09
316223	5/4/2022	ADVANCED LOCKING SOLUTIONS INC	1,095.60
ACH	5/11/2022	CEDAR MILL CONSTRUCTION CO LLC	115,992.81
		Capital Outlay - Building Replacements	\$ 121,019.50
88004	5/3/2022	BERRY DUNN MCNEIL AND PARKER LLC	9,610.00
		Capital Outlay - ERP Software	\$ 9,610.00
88027	5/3/2022	BEAVERTON , CITY OF	5,734.52
		Capital Outlay - Fleet Maintenance Replacement	\$ 5,734.52
88215	5/3/2022	CDW GOVERNMENT INC	962.60
		Capital Outlay - Information Technology Replacement	\$ 962.60
316344	5/25/2022	NORTHWEST PLAYGROUND EQUIPMENT INC	6,000.00
		Capital Outlay - Park & Trail Replacements	\$ 6,000.00
88031	5/3/2022	MILLER NASH GRAHAM & DUNN LLP	2,985.00
316278	5/11/2022	BEAVERTON , CITY OF	12,500.00
ACH	5/11/2022	LYDA EXCAVATING INC	59,594.21
316320	5/18/2022	MOLINAS CONSTRUCTION COMPANY LLC	15,511.21
		Capital Outlay - SDC - Park Development/Improvement	\$ 90,590.42
ACH	5/25/2022	HOFFMANN, CHRISTINE	1,546.77
		Conferences	\$ 1,546.77
88000	5/3/2022	PORTLAND GENERAL ELECTRIC	6,062.80
88022	5/3/2022	PORTLAND GENERAL ELECTRIC	50,291.74
88030	5/3/2022	PORTLAND GENERAL ELECTRIC	9,581.59
88041	5/3/2022	PORTLAND GENERAL ELECTRIC	1,432.78
		Electricity	\$ 67,368.91
316218	5/2/2022	KAISER FOUNDATION HEALTH PLAN	245,966.83
316219	5/2/2022	MODA HEALTH PLAN INC	22,839.85

Check #	Check Date	Vendor Name	Check Amount
316220	5/2/2022	UNUM LIFE INSURANCE - LTC COMPANY OF AMERICA	8,433.76
316222	5/2/2022	UNUM LIFE INSURANCE - LTC COMPANY OF AMERICA	1,892.50
		Employee Benefits	\$ 279,132.94
316219	5/2/2022	MODA HEALTH PLAN INC	2,805.15
316309	5/16/2022	PACIFICSOURCE ADMINISTRATORS INC	3,113.56
316311	5/16/2022	US BANK FBO: THPRD RETIREMENT PLAN	11,818.38
ACH	5/16/2022	MISSIONSQUARE RETIREMENT	42,820.21
ACH	5/16/2022	OREGON DEPARTMENT OF JUSTICE	1,181.35
316354	5/31/2022	PACIFICSOURCE ADMINISTRATORS INC	7,045.46
316357	5/31/2022	US BANK FBO: THPRD RETIREMENT PLAN	11,818.38
ACH	5/31/2022	MISSIONSQUARE RETIREMENT	43,004.60
ACH	5/31/2022	OREGON DEPARTMENT OF JUSTICE	1,181.35
ACH	5/31/2022	THPRD - EMPLOYEE ASSOCIATION	8,813.97
		Employee Deductions	\$ 133,602.41
ACH	5/4/2022	NORTHWEST NATURAL GAS COMPANY	37,832.00
ACH	5/25/2022	HYDRO CLEAN ENVIRONMENTAL LLC	2,975.00
ACH	5/25/2022	NORTHWEST NATURAL GAS COMPANY	19,080.90
ACH	5/25/2022	RCO STEAM CLEANING INC	1,600.00
		Heat	\$ 61,487.90
ACH	5/4/2022	PORTLAND ENERGY BASKETBALL LLC	1,300.00
		Instructional Services	\$ 1,300.00
87992	5/3/2022	SAVATREE, LLC	8,200.00
87994	5/3/2022	GUARANTEED PEST CONTROL SERVICE CO INC	1,730.00
87998	5/3/2022	AIRGAS NORPAC INC	1,759.00
87999	5/3/2022	PERFORMANCE SYSTEMS INTEGRATION LLC	6,035.00
88021	5/3/2022	UNITED SITE SERVICES	7,183.25
88023	5/3/2022	WASTE MANAGEMENT OF OREGON INC	1,290.60
88044	5/3/2022	ALL SEASONS AND ALOHA BACKFLOW INC	1,350.00
88060	5/3/2022	HOME DEPOT CREDIT SERVICES	6.98
88102	5/3/2022	BEAVERTON AUTO PARTS	1,242.17
88136	5/3/2022	TURF STAR WESTERN	3,365.11
88143	5/3/2022	CANTEL SWEEPING	1,340.00
88208	5/3/2022	TIRE HUB LLC	1,750.26
316247	5/4/2022	J & F TREE SERVICE INC	1,250.00
ACH	5/11/2022	RCO STEAM CLEANING INC	1,600.00
316332	5/25/2022	EDWARDS ENTERPRISES	1,041.25
		Maintenance Services	\$ 39,143.62
87998	5/3/2022	AIRGAS NORPAC INC	8,991.19
88001	5/3/2022	COMMERCIAL AIR FILTRATION	4,747.39
88005	5/3/2022	EWING IRRIGATION PRODUCTS INC	4,247.56
88007	5/3/2022	AT&T MOBILITY	227.50
88013	5/3/2022	VALLEY ATHLETICS	2,450.00
88018	5/3/2022	POOL & SPA HOUSE INC	3,402.89
88021	5/3/2022	UNITED SITE SERVICES	352.00

Check #	Check Date	Vendor Name	Check Amount
88025	5/3/2022	WILBUR ELLIS COMPANY	8,442.89
88033	5/3/2022	STEP FORWARD ACTIVITIES INC	8,594.00
88042	5/3/2022	HORIZON DISTRIBUTORS INC	4,683.37
88057	5/3/2022	FRED MEYER	14.97
88060	5/3/2022	HOME DEPOT CREDIT SERVICES	7,034.97
88062	5/3/2022	GRAINGER	1,499.17
88102	5/3/2022	BEAVERTON AUTO PARTS	164.40
88175	5/3/2022	HYDER GRAPHICS	1,766.10
88182	5/3/2022	AMAZON.COM	406.62
88192	5/3/2022	FASTENAL COMPANY	1,103.84
88206	5/3/2022	BSN SPORTS	2,963.79
88215	5/3/2022	CDW GOVERNMENT INC	15.80
88217	5/3/2022	AMAZON.COM	141.55
316274	5/4/2022	WALTER E NELSON COMPANY	3,566.41
316323	5/18/2022	WALTER E NELSON COMPANY	1,857.44
316344	5/25/2022	NORTHWEST PLAYGROUND EQUIPMENT INC	2,877.00
316350	5/25/2022	WALTER E NELSON COMPANY	1,748.04
		Maintenance Supplies	\$ 71,298.89
ACH	5/4/2022	SMITH DAWSON & ANDREWS	3,000.00
		Miscellaneous Other Services	\$ 3,000.00
88007	5/3/2022	AT&T MOBILITY	172.92
88020	5/3/2022	RICOH USA INC	2,191.36
88057	5/3/2022	FRED MEYER	42.57
88061	5/3/2022	OFFICE DEPOT INC	790.19
88182	5/3/2022	AMAZON.COM	76.53
88217	5/3/2022	AMAZON.COM	359.39
		Office Supplies	\$ 3,632.96
88019	5/3/2022	BEAVERTON BLACK PARENT UNION	2,500.00
88031	5/3/2022	MILLER NASH GRAHAM & DUNN LLP	7,170.00
316243	5/4/2022	GRUNOW, KYLIE	1,500.00
316252	5/4/2022	MISSIONSQUARE RETIREMENT	3,107.88
316291	5/11/2022	HAYDEN GROUP LLC	1,000.00
316302	5/11/2022	TRUPP HR INC	7,918.75
316331	5/25/2022	DESIGN CONCEPTS CLA INC	1,625.00
316342	5/25/2022	LAWYERS TITLE INSURANCE CORPORATION	1,050.00
316349	5/25/2022	TRUCKER HUSS A PROFESSIONAL CORPORATION	7,192.50
316354	5/31/2022	PACIFICSOURCE ADMINISTRATORS INC	670.00
		Professional Services	\$ 33,734.13
88020	5/3/2022	RICOH USA INC	163.73
88050	5/3/2022	AMERICAN RED CROSS HEALTH & SAFETY SERVICES	1,714.00
88057	5/3/2022	FRED MEYER	1,301.66
88060	5/3/2022	HOME DEPOT CREDIT SERVICES	1,184.03
88061	5/3/2022	OFFICE DEPOT INC	354.01
88062	5/3/2022	GRAINGER	48.28
88068	5/3/2022	KIEFER & ASSOCIATES	2,994.94

Check #	Check Date	Vendor Name	Check Amount
88088	5/3/2022	CORNER BAKERY CAFE	1,456.60
88175	5/3/2022	HYDER GRAPHICS	1,771.48
88182	5/3/2022	AMAZON.COM	601.09
88215	5/3/2022	CDW GOVERNMENT INC	1,061.51
88217	5/3/2022	AMAZON.COM	2,722.65
		Program Supplies	\$ 15,373.98
87996	5/3/2022	PRIDE DISPOSAL COMPANY	1,331.99
88023	5/3/2022	WASTE MANAGEMENT OF OREGON INC	6,599.32
		Refuse Services	\$ 7,931.31
88020	5/3/2022	RICOH USA INC	3,635.20
		Rental Equipment	\$ 3,635.20
88027	5/3/2022	BEAVERTON , CITY OF	68.19
316338	5/25/2022	HARSCH INVESTMENT PROPERTIES LLC	3,825.07
		Rental Facility	\$ 3,893.26
88061	5/3/2022	OFFICE DEPOT INC	97.92
		Small Furniture & Equipment	\$ 97.92
87992	5/3/2022	SAVATREE, LLC	9,925.00
88017	5/3/2022	SOUND SECURITY INC	12,721.68
88019	5/3/2022	BEAVERTON BLACK PARENT UNION	4,000.00
88060	5/3/2022	HOME DEPOT CREDIT SERVICES	241.94
ACH	5/4/2022	TRUVIEW BSI LLC	3,595.55
ACH	5/11/2022	TRUVIEW BSI LLC	1,592.60
316333	5/25/2022	ELEVATE TECHNOLOGY GROUP	2,925.00
		Technical Services	\$ 35,001.77
87995	5/3/2022	INTERTWINE ALLIANCE FOUNDATION, THE	1,650.00
88057	5/3/2022	FRED MEYER	31.99
		Technical Training	\$ 1,681.99
88006	5/3/2022	ALLSTREAM BUSINESS US	5,936.92
88007	5/3/2022	AT&T MOBILITY	8,906.10
		Telecommunications	\$ 14,843.02
88027	5/3/2022	BEAVERTON , CITY OF	68.19
		THPF - JQAY House Restoration	\$ 68.19
88102	5/3/2022	BEAVERTON AUTO PARTS	56.28
316232	5/4/2022	CARSON OIL INC	4,704.17
316271	5/4/2022	TUALATIN VALLEY WATER DISTRICT	5,900.32
316329	5/25/2022	CARSON OIL INC	4,816.62
		Vehicle Gas & Oil	\$ 15,477.39
88015	5/3/2022	BEAVERTON , CITY OF	6,920.55
88024	5/3/2022	TUALATIN VALLEY WATER DISTRICT	1,244.11

<u>Check #</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
88027	5/3/2022	BEAVERTON , CITY OF	469.53
88038	5/3/2022	BEAVERTON , CITY OF	6,373.58
88043	5/3/2022	BEAVERTON , CITY OF	4,941.20
88046	5/3/2022	TUALATIN VALLEY WATER DISTRICT	3,602.06
88053	5/3/2022	TUALATIN VALLEY WATER DISTRICT	5,718.97
		Water & Sewer	\$ 29,270.00
Grand Total			\$ 1,075,544.22



Tualatin Hills Park & Recreation District

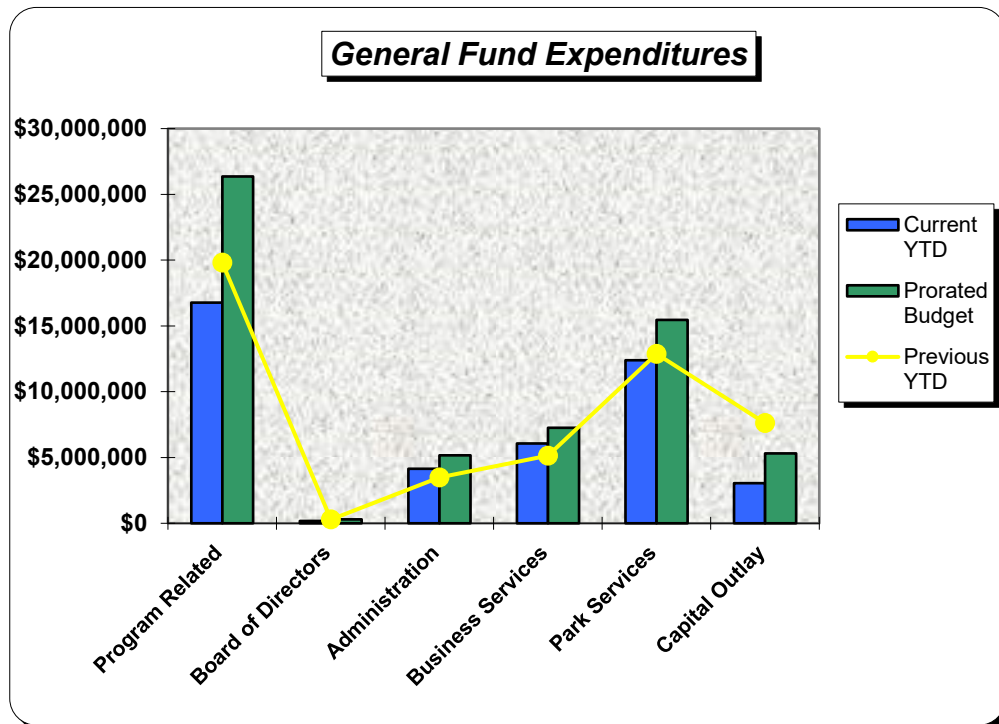
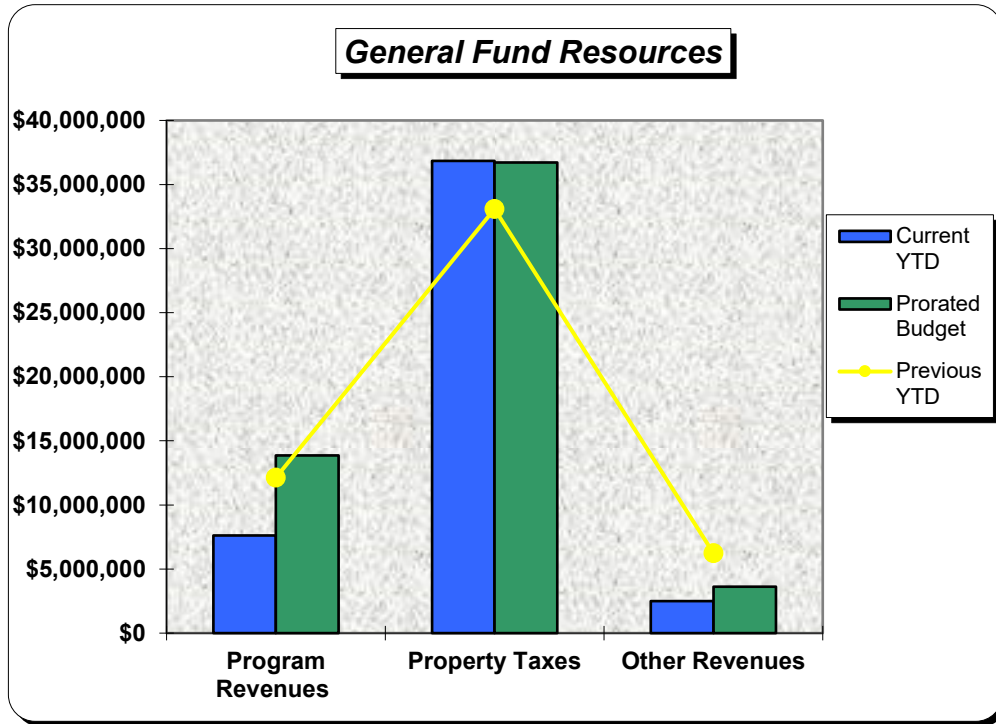
General Fund Financial Summary June, 2022 Prelim

	ACTUAL		BUDGET		
	Current Month	Year to Date	Year to Date	% YTD Actual to Budget	Full Fiscal Year
Program Resources:					
Aquatic Centers	\$ 166,204	\$ 1,153,364	\$ 3,698,641	31.2%	\$ 3,698,641
Tennis Center	98,310	1,063,760	1,238,412	85.9%	1,238,412
Recreation Program	212,095	2,792,498	5,124,465	54.5%	5,124,465
Sports & Inclusion Services	236,429	2,613,121	3,802,679	68.7%	3,802,679
Total Program Resources	713,039	7,622,743	13,864,197	55.0%	13,864,197
Other Resources:					
Property Taxes	468,873	36,835,509	36,714,068	100.3%	36,714,068
Interest Income	22,830	175,053	300,000	58.4%	300,000
Facility Rentals/Sponsorships	31,936	652,068	663,300	98.3%	663,300
Grants	110,320	1,167,393	1,942,719	60.1%	1,942,719
Miscellaneous Income	86,331	493,090	706,448	69.8%	706,448
Total Other Resources	720,291	39,323,114	40,326,535	97.5%	40,326,535
Total Resources	\$ 1,433,330	\$ 46,945,857	\$ 54,190,732	86.6%	\$ 54,190,732
Program Expenditures:					
Recreation Administration	54,708	686,772	1,053,697	65.2%	1,053,697
Aquatic Centers	238,395	2,798,651	6,803,811	41.1%	6,803,811
Tennis Center	82,142	1,029,861	1,165,327	88.4%	1,165,327
Recreation Centers	511,687	7,109,537	10,296,643	69.0%	10,296,643
Sports & Inclusion Services	365,801	5,143,031	7,039,674	73.1%	7,039,674
Total Program Related Expenditures	1,252,734	16,767,852	26,359,152	63.6%	26,359,152
General Government Expenditures:					
Board of Directors	35,643	165,183	304,755	54.2%	304,755
Administration	325,290	4,154,363	5,158,127	80.5%	5,158,127
Business Services	253,005	6,062,910	7,263,148	83.5%	7,263,148
Park Services	1,016,357	12,401,988	15,451,400	80.3%	15,451,400
Capital Outlay	503,367	3,036,375	5,301,625	57.3%	5,301,625
Contingency/Capital Replacement Reserve/Transfer Out	-	650,000	4,779,000	13.6%	4,779,000
Total Other Expenditures:	2,133,662	26,470,818	38,258,055	69.2%	38,258,055
Total Expenditures	\$ 3,386,396	\$ 43,238,670	\$ 64,617,207	66.9%	\$ 64,617,207
Revenues over (under) Expenditures	\$ (1,953,066)	\$ 3,707,187	\$ (10,426,475)	-35.6%	\$ (10,426,475)
Beginning Cash on Hand		21,268,152	10,426,475	204.0%	10,426,475
Ending Cash on Hand		\$ 24,975,339	\$ -		\$ -

Tualatin Hills Park and Recreation District

General Fund Financial Summary

June, 2022 Prelim





Tualatin Hills Park & Recreation District

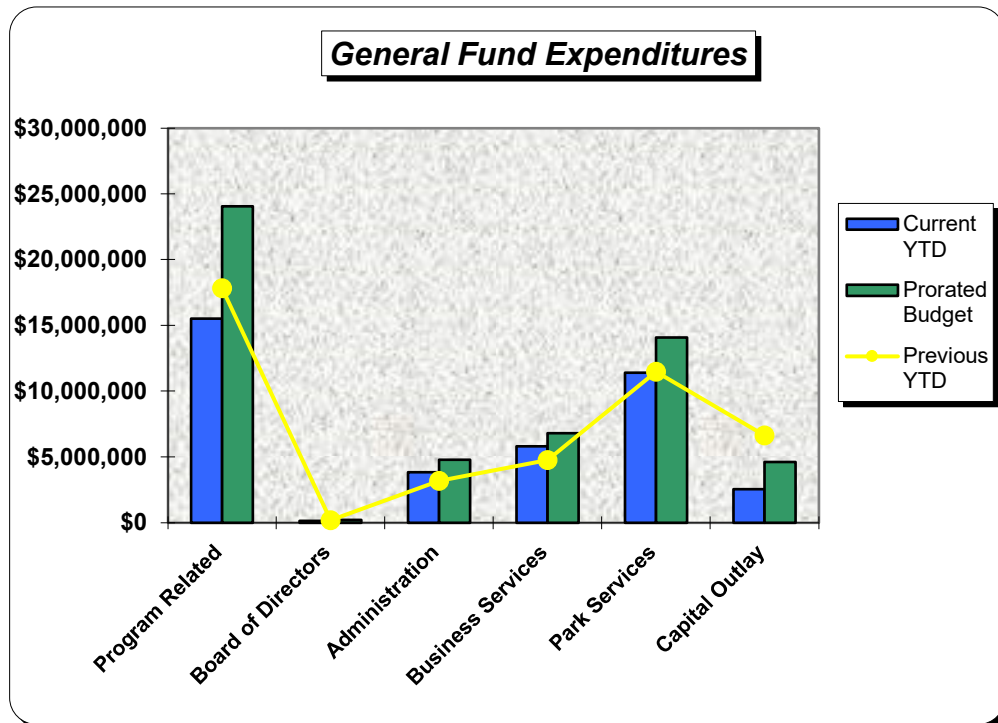
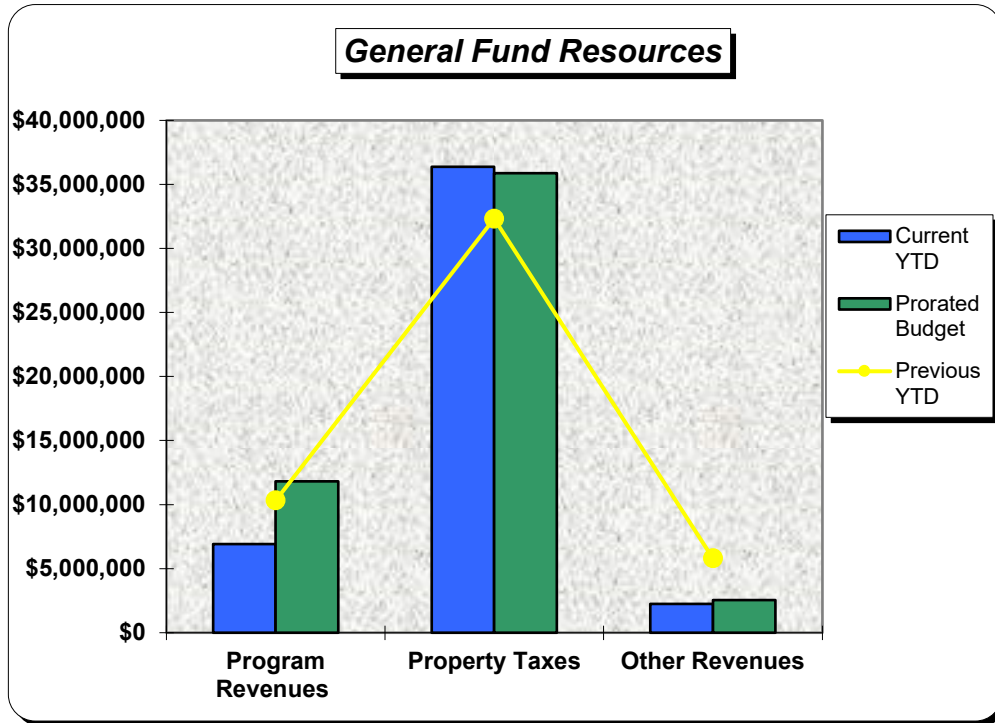
General Fund Financial Summary May, 2022

	ACTUAL		BUDGET		
	Current Month	Year to Date	Year to Date	% YTD Actual to Budget	Full Fiscal Year
Program Resources:					
Aquatic Centers	\$ 109,242	\$ 987,160	\$ 3,015,857	32.7%	\$ 3,698,641
Tennis Center	81,106	965,451	1,156,262	83.5%	1,238,412
Recreation Program	190,491	2,580,402	4,561,579	56.6%	5,124,465
Sports & Inclusion Services	187,799	2,376,692	3,089,958	76.9%	3,802,679
Total Program Resources	568,639	6,909,704	11,823,656	58.4%	13,864,197
Other Resources:					
Property Taxes	128,819	36,366,636	35,863,110	101.4%	36,714,068
Interest Income	20,127	152,223	258,024	59.0%	300,000
Facility Rentals/Sponsorships	29,731	620,131	633,664	97.9%	663,300
Grants	151,896	1,057,074	999,739	105.7%	1,942,719
Miscellaneous Income	19,130	406,759	647,577	62.8%	706,448
Total Other Resources	349,703	38,602,823	38,402,115	100.5%	40,326,535
Total Resources	\$ 918,342	\$ 45,512,527	\$ 50,225,771	90.6%	\$ 54,190,732
Program Expenditures:					
Recreation Administration	42,656	632,064	976,355	64.7%	1,053,697
Aquatic Centers	214,639	2,560,256	6,209,040	41.2%	6,803,811
Tennis Center	80,758	947,719	1,086,529	87.2%	1,165,327
Recreation Centers	509,326	6,597,850	9,373,608	70.4%	10,296,643
Sports & Inclusion Services	351,900	4,777,230	6,406,250	74.6%	7,039,674
Total Program Related Expenditures	1,199,279	15,515,119	24,051,783	64.5%	26,359,152
General Government Expenditures:					
Board of Directors	16,982	129,540	192,153	67.4%	304,755
Administration	262,025	3,829,073	4,772,347	80.2%	5,158,127
Business Services	820,008	5,809,905	6,790,513	85.6%	7,263,148
Park Services	759,190	11,385,610	14,068,153	80.9%	15,451,400
Capital Outlay	200,610	2,533,007	4,603,206	55.0%	5,301,625
Contingency/Capital Replacement Reserve/Transfer Out	-	650,000	650,000	100.0%	4,779,000
Total Other Expenditures:	2,058,816	24,337,135	31,076,371	78.3%	38,258,055
Total Expenditures	\$ 3,258,095	\$ 39,852,254	\$ 55,128,154	72.3%	\$ 64,617,207
Revenues over (under) Expenditures	\$ (2,339,753)	\$ 5,660,273	\$ (4,902,383)	-115.5%	\$ (10,426,475)
Beginning Cash on Hand		21,268,152	10,426,475	204.0%	10,426,475
Ending Cash on Hand		\$ 26,928,425	\$ 5,524,092	487.5%	\$ -

Tualatin Hills Park and Recreation District

General Fund Financial Summary

May, 2022





MEMORANDUM

DATE: July 20, 2022
TO: Doug Menke, General Manager
FROM: Aisha Panas, Park Services Director
RE: **Resolution Acknowledging Real Property Transactions for Fiscal Year 2021/2022 and Describing Funding Source(s) and Purpose**

Introduction

Staff are requesting board of directors' approval of Resolution No. 2022-10 Acknowledging Real Property Transactions and Dispositions for Fiscal Year 2021/2022 and Describing Funding Source(s) and Purpose.

Background

The board of directors' practice is to approve of an acquisition or disposition (i.e., sale of or granting an easement on district property - collectively "real property transactions") at a public meeting prior to its closing. In order to retain confidentiality until the acquisition is completed, THPRD does not publicly disclose details about the property at the time of approval. To increase public knowledge and establish a record of the details and purpose of each completed real property transaction, the board established a practice of annually approving a resolution acknowledging completed real property transactions for the previous fiscal year.

A total of two acquisitions, for approximately 6.61 acres, with a total land value of \$599,098 were completed in fiscal year 2021/2022. Property number 1, as shown in each attachment, is a 6.59-acre land interest acquired fee simple. Property number 2 includes a .02-acre trail easement. Between both properties, 16,917 square feet of trail improvements were also completed. Total costs of improvements were \$508,861. In addition, soft costs (appraisals, environmental surveys and other due diligence) of \$19,035 were incurred. Payment was made using system development charges (SDC) credits in the amount of \$1,126,994.

A total of one disposition for approximately 2,346 square feet was completed in fiscal year 2021/2022. This includes 1,511 square feet of right of way, with a value of \$41,600, donated to the City of Beaverton for road improvements at the Fanno Creek Trail at 92nd Avenue and Allen Blvd.

An annual acquisition summary table of all real property transactions is included with the resolution as Exhibit A and a map with the locations of the real property transactions is provided as Exhibit B.

Proposal Request

Staff are requesting board of directors' approval of Resolution No. 2022-10, Acknowledging Property Transactions for Fiscal Year 2021/2022 and Describing Funding Sources(s) and Purpose. The resolution is in the form reviewed and approved by THPRD's legal counsel.

Outcomes of Proposal

The outcome of this proposal is to avoid potential confusion about when, how, and why a property was acquired and how it should be used in the future by establishing a clear, board-acknowledged record of the acquisition. Additionally, it provides a clear record on why property

was sold, or an easement was granted on district property, as well as value received for such properties.

Public Engagement

In order to retain confidentiality, until the acquisition is completed, THPRD does not disclose details about the property at the time of approval, so there were no public engagement efforts. However, the acquisitions reflect the park district's Vision Action Plan by preserving natural spaces and providing accessible and safe trails and parks for everyone.

Action Requested

Board of directors' approval of Resolution No. 2022-10, Acknowledging Real Property Transactions for Fiscal Year 2021/2022 and Describing Funding Source(s) and Purpose.

RESOLUTION NO. 2022-10

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
TUALATIN HILLS PARK & RECREATION DISTRICT
ACKNOWLEDGING REAL PROPERTY TRANSACTIONS FOR FISCAL YEAR 2021/22 AND
DESCRIBING FUNDING SOURCE(S) AND PURPOSE**

WHEREAS, the Tualatin Hills Park & Recreation District (THPRD) has recently completed several property acquisitions and dispositions (“real property transactions”) for a variety of purposes using multiple funding sources; and

WHEREAS, a completed acquisition is hereby defined as one where all properties needed to create a functional site have been acquired or are likely to be acquired; and

WHEREAS, a completed disposition is hereby defined as a transaction where the district sold property or granted an easement on district property to a third party; and

WHEREAS, the board of directors always approves of real property transactions at a public meeting prior to its closing, but to retain confidentiality until the real property transaction is completed, does not disclose details about it at the time of approval; and

WHEREAS, to increase public knowledge and establish a record of the details and purpose of each completed real property transaction, the board of directors deems it should be their practice to annually disclose such information through approval of a resolution; and

WHEREAS, Exhibit A, the summary table to this resolution lists acquisitions and dispositions completed between July 1, 2021 and June 30, 2022, as well as the funding sources and purposes of the acquisitions and the value and purpose of dispositions, and Exhibit B maps the locations of those real property transactions.

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

Exhibits A and B to this resolution shall be made available to interested members of the public including THPRD Advisory Committees, the Beaverton City Council, the Washington County Board of Commissioners, Washington County Community Participation Organizations within THPRD boundaries, Beaverton Neighborhood Advisory Committees and the Washington County office of the Oregon State University Extension Service.

Approved by the Tualatin Hills Park & Recreation District Board of Directors on the 10th day of August 2022.

Felicitia Montebianco, President

Barbie Minor, Secretary

ATTEST:

Jessica Collins, Recording Secretary

Annual Acquisition Summary Table
July 1, 2021 to June 30, 2022

ACQUISITIONS														
Map #	Previous Owner(s) Last Name(s)	Location/Interseccion	Legal	Total Size (acres)	Acquisition Date	Property Cost	Improvement Cost	Soft Costs	Property Interest Acquired	Tax Lot(s)	Tax Account #	Purpose	Map Classification	Funding Source
1	Lolich Farms HOA	SW Scholls Ferry Road and SW Strobel	South Cooper Mountain	6.59	4/21/2022	\$594,788	\$459,460	\$12,810	Fee	2S106BC 27400,275 00, 27600, 27700, 27800	R2217129, 126, 128, 130, 127	Linear Park and Natural Area	Park and Natural Area	SDC credits
2	Ridgeline Phase B	NW Kaiser Road and NW Ridgeline Street	North Bethany	0.02	5/27/2022	\$4,310	\$49,401	\$6,225	Trail Easement	1N117AB 18100	R2210156	Linear Park	Park and Natural Area	SDC credits
TOTAL				6.61		\$599,098	\$508,861	\$19,035						

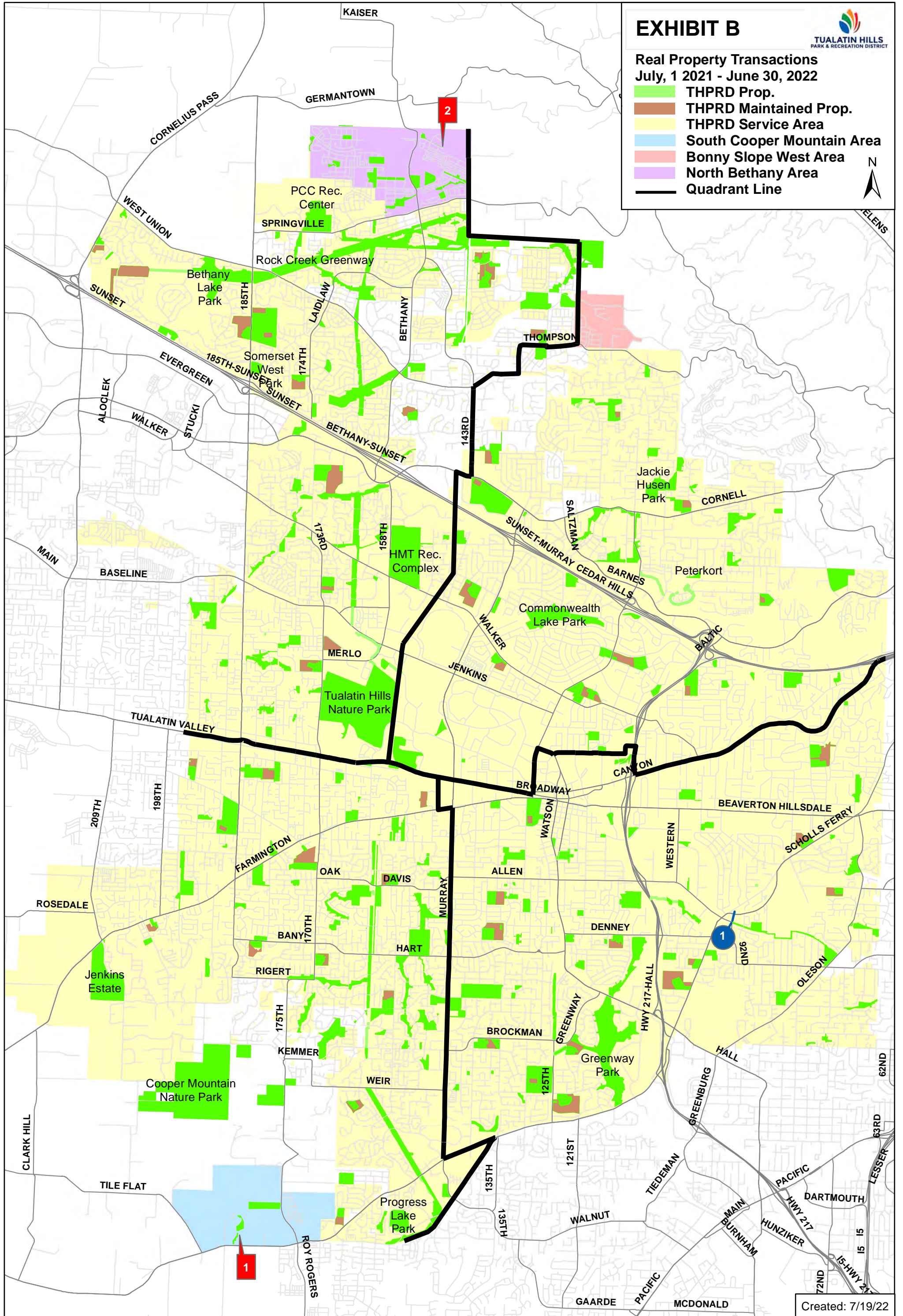
DISPOSITIONS														
Quad	Grantee	Location/Intersection	Legal	Total Size (sf)	Board approval	Interest Transferred	Type of transactions	Tax Lots(s)	Purpose	Property Value				
SE	City of Beaverton	SW 92nd/SW Allen	Fanno Creek Trail	1,511	4/13/2022	Fee	Donation	1S123AAC 03500	road/sidewalk improvements	\$41,600	\$27,51/sf			
TOTAL				1,511						\$41,600				

EXHIBIT B



Real Property Transactions
July 1 2021 - June 30, 2022

- THPRD Prop.
- THPRD Maintained Prop.
- THPRD Service Area
- South Cooper Mountain Area
- Bonny Slope West Area
- North Bethany Area
- Quadrant Line



Created: 7/19/22

- FY 21-22 Acquisitions
- 1- Lolich Farms HOA
- 2- Ridgeline Phase B

- FY 21-22 Dispositions
- 1- SW92nd/SW Allen Fee - COB



MEMORANDUM

DATE: July 13, 2022
TO: Doug Menke, General Manager
FROM: Aisha Panas, Park Services Director
RE: **Amendments to System Development Charges Administrative Procedures Guide**

Introduction

Staff are requesting board approval of the proposed amendments to the System Development Charges (SDC) Administrative Procedures Guide (APG).

Background

Oregon Revised Statute (ORS) 223.297 *et seq.* governs the adoption and implementation of SDCs. Pursuant to the ORS, on January 14, 2021, the board adopted an updated APG.

The first APG was effective January 1999. A thorough review of the APG was performed subsequent to the board's adoption of the 2020 SDC Methodology (2020 Methodology) update on November 12, 2020, and the revised APG was approved by the board on January 14, 2021.

Through the subsequent implementation and administration of the approved APG, staff have identified updates that seek to accomplish four goals:

1. *Memorialize the recently adopted SDC Fee Schedule (Section 4.A.)*
On June 15, 2022 the board adopted annual fee schedule cost adjustments to ensure future SDC fee collections are sufficient to support the continued development of THPRD's SDC 20-year Capital Project List. The proposed changes update the APG's existing fee schedule with the fee schedule adopted on June 15, 2022. These updated fees become effective on September 1, 2022.
2. *Better Align the APG with the adopted 2020 Methodology (Section 4.B.)*
The annual fee schedule cost adjustment review process illuminated minor discrepancies between the data sources prescribed by the adopted 2020 Methodology and those staff are directed to use in the approved APG. The proposed update would correct those errors.
3. *Clarify District Policy on Collecting SDCs from Public Schools (Section 6.A.)*
During the 2020 Methodology update process, staff discussed exempting public pre-kindergarten through 12th grade schools from paying THPRD SDCs. Thus, the adopted fee schedule relating to schools describes "college" and "day care" facilities; however, the approved APG was silent on how staff should treat public and private grade schools. The proposed update would clarify that the district exempts public pre-kindergarten through 12th grade schools from paying THPRD SDCs.
4. *Streamline Implementation of the APGs SDC Credit Policy (Section 7. C.-I.4.)*
Implementation of the APG-identified modifications that would better align the APG with standard land acquisition and development industry practices. The proposed updates would implement these practices, providing staff greater flexibility and potentially saving the district money that could be used to acquire and develop future THPRD assets.

These changes have been incorporated into an amended APG (Attachment A). All changes are indicated through the use of strikethrough and underlined text.

Proposal Request

Staff are requesting board approval of the System Development Charges (SDC) Administrative Procedures Guide (APG) amendments, included as Attachment A.

Outcomes of Proposal

The proposed APG changes provide clarity on the implementation of the district's SDC program and the update will continue the implementation of the 2020 Methodology.

Public Engagement

Public engagement was completed during the SDC Methodology update in 2020. During the engagement process staff coordinated with individuals on the project's interested party list and our local agency partners.

Action Requested

Board of directors' approval of the amended System Development Charges (SDC) Administrative Procedures Guide (APG).

Attachment A



Parks and Recreation System Development Charges

Administrative Procedures Guide

January 13 August 10, 2021 2022

Contents

SECTION 1. PURPOSE OF ADMINISTRATIVE PROCEDURES GUIDE.....	1
SECTION 2. DEFINITIONS.....	1
SECTION 3. RULES OF CONSTRUCTION.	5
SECTION 4. SDC RATES, ANNUAL COST ADJUSTMENT AND METHODOLOGY.	6
SECTION 5. APPLICABILITY, CALCULATION AND PAYMENT AND DEFERRAL OF PARKS SYSTEM DEVELOPMENT CHARGES	<u>1210</u>
SECTION 6. EXEMPTIONS, AFFORDABLE HOUSING WAIVERS AND ALTERNATIVE SDC CALCULATIONS.	<u>1411</u>
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SECTION 1. PURPOSE OF ADMINISTRATIVE PROCEDURES GUIDE.

- A. Future growth within the Tualatin Hills Park & Recreation District (THPRD or the district) should contribute to its fair share of the cost of improvements and additions to parks and recreation facilities needed to accommodate such growth.
- B. Parks and recreation system development charges (SDCs) will provide a source of revenue to finance the construction or improvements of THPRD's parks and recreation facilities necessitated by growth.
- C. ORS 223.297-223.314 authorize local governments, including special districts, to impose system development charges for parks and recreation.
- D. The district Board of Directors adopted a 2020 SDC Methodology Report by Resolution 2020-25 on November 12, 2020.
- E. This Administrative Procedures Guide (APG) will provide procedures for implementation and administration of SDCs for new development within the district.

SECTION 2. DEFINITIONS.

“Accessory dwelling unit” is a second dwelling unit that occupies the same lot with a dwelling unit and that is subordinate to the primary dwelling. For the purposes of charging park SDCs, an accessory dwelling unit (“ADU”) shall be defined consistent with the permitting jurisdiction.

“Affordable Housing” shall be housing that meets the criteria in Resolution 2020-24 in that it is restricted to those earning 30% or less than the Median Family Income (MFI) or 60% MFI or less, as calculated by the United States Department of Housing and Urban Development, and includes a deed restriction in favor of the permitting jurisdiction requiring such income restrictions for a period of at least 60 years.

“Administrator” shall be the general manager or the general manager's designee and shall be responsible with the management and implementation of the SDC program and the APG.

“Alternative SDC” shall mean an SDC established pursuant to Section 6.

“Applicant” means the owner or other person, including any business or corporation, who applies a building permit in the City of Beaverton or areas of Washington County within the district service boundary.

“Assisted living facility” means a facility providing skilled care for residents requiring a range of supportive personal and health services.

“Building” means any structure built and maintained for the support, shelter or enclosure of persons or property of any kind. This term shall not include temporary construction sheds or trailers erected to assist in construction and maintained during the term of a building permit.

“Building Official” means that person, or designee, certified by the State of Oregon and designated as such to administer the State Building Codes for the City or County.

“Building permit” means an official permit or certificate issued by a Building Official of the permitting jurisdiction authorizing the construction or siting of any building or structure.

“Capital improvements” means public facilities or assets used for parks and recreation.

“Citizen or other interested party” means any person whose legal residence is within the boundaries of the district, as evidenced by registration as a voter within the district or by other proof of residency; or a person who owns, occupies or otherwise has an interest in real property that is located within district boundaries or is otherwise subject to the imposition of park SDCs, as outlined in Section 5.

“City” means the City of Beaverton, Oregon.

“Condition of development approval” is any requirement imposed on an applicant by a City or County land use or limited land use decision, or site plan approval.

“County” means Washington County, Oregon.

“Continuing care retirement community” is a building or group of buildings providing a continuity of residential occupancy and health care for elderly persons. This facility includes dwelling units for independent living, assisted living facilities, congregate care, plus a skilled nursing care facility of a suitable size to provide treatment or care of the residents; it may include ancillary facilities for the further enjoyment, service or care of the residents. The facility is restricted to persons over a certain age or couples (either married or domestic) where one of the spouses or partners is over a certain age.

“Credit” means the amount by which an applicant may be able to reduce the SDC fee, as provided in Section 7 of this APG.

“Development” means a building or other land construction, or making physical change in the use of a structure or land, in a manner that increases the usage of parks and recreation capital improvements or that may contribute to the need for additional or enlarged parks and recreation capital facilities.

“District” means the Tualatin Hills Park & Recreation District, an Oregon special district.

“District board” means the duly elected Board of Directors of the district.

“Dwelling unit” means a building or portion of a building consisting of one or more rooms including sleeping, cooking and plumbing facilities arranged and designed as permanent living quarters for one or more persons.

“Dwelling unit, attached” or **“attached dwelling unit”** means a dwelling unit that is attached to one or more dwelling units by one or more common walls. This definition also includes, but is not limited to, “duplex,” “townhouse,” and “row house.”

“Dwelling unit, detached single-family,” “detached single-family dwelling unit” or **“single-family dwelling unit”** means a dwelling unit that is not attached to any other dwelling unit or building.

“Dwelling unit, duplex” or **“duplex”** means one-half of a single building consisting of two dwelling units attached by a common wall.

“Dwelling unit, multi-family” or **“multi-family dwelling unit”** means a structure that contains two or more dwelling units that share common walls or floor/ceilings with one or more dwelling units. The land underneath the multi-dwelling structure may or may not be divided into separate lots. Multi-dwelling structures includes structures commonly called garden apartments, apartments, duplexes, tri- or quad-plexes, town or row houses and condominiums.

“Dwelling unit, single room occupancy” means a portion of a building consisting of one or more rooms including sleeping facilities with a shared or private bath, and shared cooking facilities and shared living/activity area. This definition also includes, but is not limited to “assisted living facility.”

“General Manager” means the chief executive officer of the district.

“Improvement fee” means a fee for costs associated with capital improvements to be constructed after the effective date of this APG. **“Manufactured dwelling”** or **“manufactured housing”** means a dwelling unit constructed off-site that has sleeping, cooking and plumbing facilities, that is intended for human occupancy, that is being used for residential purposes, and that was constructed in accordance with federal manufactured housing construction and safety standards and regulations in effect at the time of construction.

“Manufactured dwelling park” means any place where two or more manufactured or mobile homes are located on a lot, tract, or parcel of land under the same ownership, the primary purpose of which is to rent space or keep space for rent to any person.

“New development” means development for which a building permit is required.

“Non-residential development” means any development that does not include one or more dwelling units.

“Over-capacity” means that portion of an improvement that is built larger or with greater capacity than is necessary to serve the applicant’s new development or mitigate for parks and recreation system impacts attributable to the applicant’s new development.

“Owner” means the owner or owners of record of real property as shown on the tax rolls of Washington County, or a person purchasing a piece of property under contract. For the purposes of this APG in terms of violations and binding agreements between the district and the owner, the “owner” shall mean the leaseholder, tenant or other person in possession or control of the premises or property at the time of the agreement or violation of agreement or the provisions of this APG.

“Permit” means a building permit.

“Permitting Jurisdiction” means the jurisdiction – either the City of Beaverton or Washington County – issuing a building permit.

“Previous use” means the most intensive use conducted at a particular property within the past 24 months prior to the date of application for a building permit. Where the site was used simultaneously for several different uses (mixed use) then, for the purposes of this APG, all of the specific use categories shall be considered. Where the previous use is composed of a primary use with one or more ancillary uses that support the primary use and are owned and operated in common, that primary use shall be deemed to be the sole use of the property.

“Proposed use” means the use proposed by the applicant for the new development or for a change in use of a property or structure. Where the applicant proposes several different uses (mixed use), all of the specific use categories shall be considered. Where the proposed use is composed of a primary use with one or more ancillary uses that support the primary proposed use and are owned and operated in common, that primary use shall be deemed to be the sole proposed use of the property.

“Qualified public improvement” means any parks and recreation system capital facility or conveyance of an interest in real property that increases the capacity of the district’s parks and recreation system, and is:

1. Required as a condition of development approval; and
2. Identified in the district’s SDC Capital Improvement Projects List and either is:
 - a. Not located on or contiguous to property that is the subject of development approval, or
 - b. Located in whole or in part on or contiguous to property that is the subject of development approval and, in the opinion of the administrator, is required to be built larger or with greater capacity (over-capacity) than is necessary for the applicant’s new development or to mitigate for parks and recreation system impacts attributable to the applicant’s new development.

“Remodel” or “remodeling” means to alter, expand or replace an existing structure.

“Senior Housing” means independent living restricted to persons over a certain age or couples (either married or domestic) where one of the spouses or partners is over a certain age. Senior housing may be part of a continuing care facility.

“SDC Capital Improvement Projects List (SDC-CIP)” means the district adopted by Resolution No 2020-27 that identifies all of the major parks and recreation improvements projected to be funded with SDC revenues through 2040, and includes the estimated cost, timing, and percentage of costs eligible for funding from SDC revenues for each project.

“SDC Credit Agreement” means the required agreement to receive credits pursuant to Section 7 in exchange for the donation of land and/or construction of qualified public improvements or approved projects on the SDC-CIP list.

“SDC Methodology Report” means the district report entitled Parks and Recreation System Development Charges Methodology Update, dated November 12, 2020 adopted by resolution No. 2020-25.

SECTION 3. RULES OF CONSTRUCTION.

For the purposes of administration and enforcement of this APG, unless otherwise stated in this APG, the following rules of construction apply:

- A. In case of any difference of meaning or implication between the text of this APG and any caption, illustration, summary table, or illustrative table, the text shall control.

- B. The word “shall” is always mandatory and not discretionary; the word “may” is permissive.
- C. Words used in the present tense shall include the future; words used in the singular number shall include the plural and the plural the singular, unless the context clearly indicates the contrary.
- D. The phrase “used for” includes “arranged for,” “designed for,” “intended for,” “maintained for,” or “occupied for.”
- E. Where a regulation involves two or more connected items, conditions, provisions, or events:
 - 1. “And” indicates that all the connected terms, conditions, provisions or events shall apply;
 - 2. “Or” indicates that the connected items, conditions, or provisions or events may apply singly or in any combination.
- F. The word “includes” shall not limit a term to the specific example, but is intended to extend its meaning to all other instances or circumstances of like kind or character.
- G. The word “structure” includes the word “building.”
- H. The words “land,” “property,” “site,” “lot,” and “premises” are used interchangeably unless the context clearly indicates to the contrary.
- I. The words “proposal,” “application,” and “request” are used interchangeably unless the context clearly indicates to the contrary.

SECTION 4. SDC RATES, ANNUAL COST ADJUSTMENT AND METHODOLOGY.

A. SDC Rates.

- 1. As of the adoption of Resolution ~~2020~~2022-25-08 (adopting the updated system development charge methodology), the residential rates are set forth in the following Table 1; ~~Table 2 sets forth the rates for single family homes to be effective at such time as the City and County are able to implement the tiered structure,~~ and Table ~~3-2~~3-2 sets forth the non-residential rates. These rates shall be annually adjusted pursuant to Section 4.A.2.

Table 1: Residential SDCs (Resolution ~~2020~~2022-2608)

Area	Single-Family Residential	Multi-family Residential	Accessory Dwelling Unit	Senior Housing
District-wide (no overlay)	\$11,787	\$8,840	\$4,794	\$6,597
North Bethany	\$14,043	\$10,533	\$5,712	\$7,860

FY2022/23 Residential SDC Schedule*

Development Type	Persons per Unit	SDC¹	SDC w/Admin Charge²
Residential \$/Dwelling Unit			
District-Wide			
<i>Single-Family</i>			
Class Average Basis	2.68	\$12,264	\$12,583
<u>SQ FT Category Basis</u>			
<1,500 SQFT	2.12	\$9,701	\$9,954
1,500-2,500 SQFT	2.50	\$11,440	\$11,738
2,501-3,500 SQFT	2.85	\$13,042	\$13,381
>3,500 SQFT	3.05	\$13,957	\$14,320
<i>Multifamily</i>	2.01	\$9,198	\$9,437
North Bethany			
<i>Single-Family</i>			
Class Average Basis	2.68	\$14,611	\$14,991
<u>SQ FT Category Basis</u>			
<1,500 SQFT	2.12	\$11,558	\$11,859
1,500-2,500 SQFT	2.50	\$13,630	\$13,984
2,501-3,500 SQFT	2.85	\$15,538	\$15,942
>3,500 SQFT	3.05	\$16,629	\$17,061
<i>Multifamily</i>	2.01	\$10,959	\$11,243
Other Housing			
District-Wide			
<i>Accessory Dwelling Units</i>	1.09	\$4,988	\$5,118
<i>Senior Housing</i>	1.50	\$6,864	\$7,043
North Bethany			
<i>Accessory Dwelling Units</i>	1.09	\$5,943	\$6,097
<i>Senior Housing</i>	1.50	\$8,178	\$8,391

*All figures are rounded to nearest dollar

¹Includes compliance charge

²City and County administration charge (2.60%)

Table 2: Single-Family Non-Residential Tiered SDCs (Resolution 2022-08)

District-Wide	Persons/Unit	SDC
SQ-FT Category	-	-
<1,500 SQFT	2.12	\$ 9,324
1,500-2,500 SQFT	2.5	\$ 10,996
2,501-3,500 SQFT	2.85	\$ 12,535
>3,500 SQFT	3.05	\$ 13,415
-	-	-
North Bethany	-	-
SQ-FT Category	-	-
<1,500 SQFT	2.12	\$ 11,109
1,500-2,500 SQFT	2.5	\$ 13,100
2,501-3,500 SQFT	2.85	\$ 14,934
>3,500 SQFT	3.05	\$ 15,982

*FY2022/23 Non-Residential SDC Schedule**

Development Type	Unit	TGSF/ Employee	Employees / Unit	SDC	FY2022/23 SDC SDC w/Admin Charge¹
SDC per Unit	<i>Employee</i>			\$574	\$589
District-Wide					
Food Service	<i>TGSF</i>	200	5.00	\$2,872	\$2,946
Office, Financial Service, Utilities	<i>TGSF</i>	300	3.33	\$1,914	\$1,964
Retail, Industrial	<i>TGSF</i>	600	1.67	\$958	\$982
Recreation, Church, Library	<i>TGSF</i>	900	1.11	\$638	\$655
Hardware, Paint, Furniture, Lumber	<i>TGSF</i>	1,600	0.63	\$359	\$368
Warehousing	<i>TGSF</i>	2,910	0.34	\$197	\$203
Special Categories					
College, Private School, Day Care Facility	<i>Students</i>	n/a	0.17	\$99	\$102
Hospital	<i>Beds</i>	n/a	5.89	\$3,382	\$3,470
Golf Driving Range	<i>Tees</i>	n/a	0.25	\$141	\$145
Hotel/Motel	<i>Rooms</i>	n/a	0.58	\$335	\$344
Convenience Market with Fuel Pump	<i>VFP</i>	n/a	1.33	\$761	\$781
Gas Station	<i>VFP</i>	n/a	0.75	\$433	\$445

*All figures are rounded to nearest dollar

TGSF = Thousand Gross Square Feet

¹City and County administration charge (2.60%)

Table 3: Non-Residential SDGs

Table 3: Non-Residential Table				
Cost per employee* \$466				
Categories	Unit	Unit/ Employee	Employees/ 1,000 SF	SDC/ 1,000 SF
Food Service	TGSF	200	5.00	\$2,330
Office, Financial Service, Utilities	TGSF	300	3.33	\$1,553
Retail, Industrial	TGSF	600	1.67	\$777
Recreation, Church, Library	TGSF	900	1.11	\$518
Hardware, Paint, Furniture, Lumber	TGSF	1600	0.63	\$291
Warehousing	TGSF	2910	0.34	\$160
-	-	-	-	-
Special Categories	Unit	Employee/ Unit		SDC/Unit
College, Day Care	Students	0.17	-	\$80
Hospital	Beds	5.89	-	\$2,744
Golf Driving Range	Tees	0.25	-	\$114
Hotel/Motel	Rooms	0.58	-	\$272
Convenience Market with Fuel Pump	VFP	1.33	-	\$617
Gas Station	VFP	0.75	-	\$352

*Cost represents a 2-year phase in of the rate of \$549/employee -

B. Annual Cost Adjustment.

ORS 223.304(8) allows for the periodic adjustment in SDC rates based on changes in district-adopted cost indices. Therefore, the district shall calculate the adjustment in the dollar amounts of the SDC rates set forth in the SDC Methodology report on or about June 1st of each year to account for changes in the expected costs of debt service and of acquiring and constructing facilities. The adjustment factor shall be based on the change in average market value for the prior ~~calendar~~ fiscal year of undeveloped residential land in the district, within the Metro Urban Growth Boundary, according to the records of the County Tax Assessor, and the annual average change in construction costs according to the *Engineering News Record* (ENR) ~~20-city average~~ Construction Cost Index for Seattle (as reported in the January issue of the ENR); and shall be determined as follows:

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

The parks and recreation System Development Charge Adjustment Factor shall be used to adjust the parks and recreation SDC, unless it is otherwise adjusted by the board or the board decides to forego an adjustment. If the board decides to forego an adjustment in a given year, such action shall not prevent the board from implementing the adjustment at a later time.

C. Methodology.

1. The methodology used to establish or modify SDC rates shall consider the estimated cost of projected capital improvements needed to increase the capacity of the system to which the fee is related. The methodology shall be calculated to obtain the cost of capital improvements for the projected need for future system users.
2. The methodology used to establish or modify the improvement fee or the reimbursement fee, or both, shall be contained in a resolution adopted by the district board.

D. Review of the Methodology. The parks and recreation SDC methodology report is the basis for calculating the parks SDCs due from new development, and shall be revised, amended or replaced as follows:

1. No later than every five (5) years, as measured from the adoption of the last SDC methodology update, or as determined necessary by the administrator, the district shall undertake a review to determine that sufficient money will be available to help fund the parks and recreation SDC-CIP identified capacity increasing facilities; to determine whether the adopted SDC rate keeps pace with inflation; whether the parks and recreation SDC-CIP should be modified; and to ensure that such facilities will not be over-funded by the SDC receipts.
2. In the event that during the review referred to above, it is determined an adjustment to the SDC is necessary for sufficient funding of the SDC-CIP improvements or to ensure that the SDC-CIP improvements are not overfunded by the SDC, the district board may propose and adopt appropriately adjusted SDCs.
3. The district board may from time to time amend or adopt a new SDC methodology report by resolution.

SECTION 5. APPLICABILITY, CALCULATION AND PAYMENT AND DEFERRAL OF PARKS SYSTEM DEVELOPMENT CHARGES

- A. Applicability. The SDC applies to all new development within the district, unless it is specifically exempted from the SDC pursuant to Section 6.

The SDC imposed by this APG are separate from and in addition to any applicable tax, assessment, charge or fee otherwise provided by law or imposed as a condition of development.

B. Calculation of SDCs.

1. Change in Use. In a case where there is a modification to an existing structure (such as a change in use, alteration, expansion or replacement), the SDC is charged only if the modification will result in a net increase in the number of dwelling units (for residential development) or employees (for non-residential development), calculated as follows:
 - a. Calculate an SDC on the proposed use as though the entire development was subject to the SDC;
 - b. Calculate an SDC on the previous use, before modification, expansion, or redevelopment, as though the previous was subject to the SDC;
 - c. Calculate the net SDC amount by subtracting the result of step b from the result of step a; if the result is zero or less than zero, no SDC is due. No refund shall be granted as a result of this calculation.
2. Parks and recreation SDCs for new development are calculated as follows:
 - a. Residential Development shall be charged per unit for the number of dwelling units to be included in the project. The rates per unit shall be those that were most recently adopted by resolution of the district board.
 - b. Manufactured housing shall be charged at the
 - i. Detached single-family dwelling unit rate if located on an individual lot; or
 - ii. At the accessory dwelling unit rate if located in a manufactured dwelling park.
 - c. Continuing Care Community. The SDCs for a continuing care community shall be the sum of the components of the community, as determined as follows:
 - i. At the senior housing rate for independent living units;
 - ii. At the employment rate (Retail – restaurant/bar) for any communal dining facilities; and
 - iii. At the appropriate employment rate for any other such amenities as may be included in the community.

- d. Single room occupancy dwelling units shall be charged at one-half the multi-family dwelling unit rate.
 - e. Non-Residential Development
 - i. An applicant for a building permit shall indicate the type and number of square feet of building space, or other appropriate unit as provided in Table 3 above, for each non-residential use to be included in the project. Guidelines for the number of square feet required for each employee are included in Table 3 for major standard industry classifications. Where a proposed use does not specifically match one of the classifications listed in the table, the listed classification that most closely matches the proposed use, as determined by the administrator, may be substituted.
- C. When Payment is Due. Except as may be required by ORS 223.205-223.295 (Bancroft Bonding Act) or as provided below, payment of the parks SDC is due at the time of issuance of the building permit. The SDCs may be collected by the city or county with whom the district may enter into agreement for such collection. If credits have been granted pursuant to Section 7, the district shall issue “waivers” to the applicant to present to the city or county, as applicable.
- D. Deferral of SDCs.
1. Deferrals of the payment of SDCs may be granted in the following circumstances:
 - a. By resolution of the board upon a finding that the subject development meets a category of special need in the district for which the district and other service providers have agreed to grant special financial treatment in order to advance a specific public benefit. The resolution shall include the timing for the deferral.
 - b. By the administrator in cases of extreme circumstances or financial hardship, the administrator is authorized to enter into an agreement deferring payment of the applicable SDCs until no later than occupancy of the first dwelling unit in a given phase. The applicant shall have the burden of proving such circumstances or hardship, which may require sharing its development pro-forma with the district, which the district shall not share with any third party. Any agreement for deferral shall be in writing, signed by the administrator and applicant, and must be submitted to the jurisdictional agency controlling the permit.
 - c. A denial of the deferral may be appealed pursuant to Section 9.
 2. Deferrals do not constitute a waiver of SDC payment but, rather, a delay in the normal schedule for collection of the fee.

SECTION 6. EXEMPTIONS, AFFORDABLE HOUSING WAIVERS AND ALTERNATIVE SDC CALCULATIONS.

Notwithstanding Section 5, certain types of new development are either fully or partially exempt from paying SDCs.

- A. Exempt Developments. The following new developments are fully exempt:
 - 1. Temporary uses, so long as the use or structure proposed in the new development will be used for not more than 180 days in a single calendar year.
 - 2. Alteration permits for tenant improvements.
 - 3. Alteration, expansion or replacement of an existing residential dwelling unit where no additional residential dwelling unit is created.
 - 4. The issuance of a placement permit for a manufactured home unit on a lot or parcel on which applicable park SDCs have previously been paid.
 - 5. New development that, in the administrator's opinion, will not create demands on the parks and recreation system greater than those of the present use of the property.
- ~~5-6.~~ Public Pre-Kindergarten through 12th Grade Schools.
- B. Partial Exemption. Where new development includes a mix of exempt and non-exempt forms of development, only that/those portion(s) of the new development that qualify under this provision are eligible for an exemption. The balance of the new development that does not qualify for any exemption shall be subject to the full SDC.
- C. Applying for Exemption. Any applicant seeking an exemption under this Section shall request that exemption, in writing, no later than the time of application for the building permit. In support of the exemption request, the applicant must provide complete and detailed documentation demonstrating that the applicant is entitled to one of the exemptions described in Section 6.A.
- D. Administrator's Decision.
 - 1. The administrator shall grant the exemption if, in the administrator's opinion, the applicant has demonstrated with credible, relevant evidence that it meets the pertinent criteria in Section 5.A.
 - 2. Within 21 days of the applicant's submission of the request, the administrator shall provide a written decision explaining the basis for rejecting or accepting the request.
- E. Denial of an Exemption Request. An applicant whose exemption has been denied may
 - 1. Request an alternative SDC exemption under Section 6.A prior to the issuance of a building permit for the new development;
 - 2. Request a partial exemption under Section 6.B; or

3. Appeal the denial to the board pursuant to Section 9.

F. Affordable Housing SDC Waivers

1. Staff shall work with affordable housing developers to determine if public open space can be included in an affordable housing development and qualify for credits in accordance with Section 7.
2. In accordance with Resolution 2020-24 (A Resolution of the Board of Directors of the Tualatin Hills Park & Recreation District Adopting a System Development Charge Affordable Housing Waiver Policy), SDCs shall be waived for restricted, qualified regulated affordable housing as follows:
 - a. 100% waiver of SDCs for qualified regulated housing units restricted to those earning 30% or less than the Median Family Income (MFI) as calculated by the United States Department of Housing and Urban Development; and
 - b. 50% waiver of SDCs for qualified regulated housing units restricted to those making between 31-60% MFI.
3. An applicant applying for affordable housing waivers under the previous subsection shall provide the following information:
 - a. The number of units at the 30% MFI level and the 60% MFI level for which an SDC waiver is being sought;
 - b. A copy of a deed restriction in favor of the permitting jurisdiction requiring the property owner to maintain the number of affordable housing units receiving an SDC waiver for at least 60 years; and
 - c. A copy of the following documents:
 - i. Its organizational equity plan;
 - ii. Outreach plan for the development (should show who is looking for homes in the community and how they are targeting communities of color); and
 - iii. Lease screening criteria.
4. SDC credits granted pursuant to Section 7 shall be applied before any SDC waivers for affordable housing.
5. Affordable housing waivers issued pursuant to this section shall not exceed 632 units, of which at least 225 shall be reserved for units available to those earning 30% or less than the MFI. [Resolution 2020-24.]
6. Staff shall provide an annual reporting no later than September of each year of the following:
 - a. The number of affordable housing waivers granted in the previous fiscal year and cumulative number of affordable housing waivers granted;

- b. The value of the affordable housing waivers granted in the previous fiscal year and the cumulative value of affordable housing waivers granted; and
- c. The amount of grants or other funding awarded and received for SDC eligible projects in the previous fiscal year and the cumulative amount of grants or other funding awarded and received for SDC eligible projects starting in fiscal year 2020/21.

G. Alternative SDC Rate Calculation.

1. An applicant may request an alternative SDC rate calculation if:
 - a. The applicant believes that the number of persons per dwelling unit resulting from the new development is, or will be, less than the number of persons per dwelling unit established in the SDC methodology report, and for that reason, the applicant's SDC should be lower than that calculated by the district.
 - b. The applicant believes that the number of employees resulting from the new development is, or will be, less than the number of employees established in the SDC methodology report, and for that reason, the applicant's SDC should be lower than that calculated by the district.
2. If an applicant believes that the occupancy or employment assumptions for the class of structures that includes new development are inaccurate, the applicant must request an alternative SDC rate calculation under this section prior to the issuance of a building permit for the new development. Alternative SDC rate calculations must be based on analysis of occupancy of classes of structures, not on the intended occupancy of a particular new development.
3. In support of the alternative SDC rate request, the applicant must provide complete and detailed documentation, including verifiable dwelling occupancy or employment data, analyzed and certified by a suitable and competent professional. The applicant's supporting documentation must rely upon generally accepted sampling methods, sources of information, cost analysis, demographics, growth projections, and techniques of analysis as a means of supporting the proposed alternative SDC rate. The proposed alternative SDC rate calculation shall include an explanation with particularity why the rate established in the SDC methodology does not accurately reflect the new development's impact on the district's capital improvements.
4. The administrator shall apply the alternative SDC rate if, in the administrator's opinion, the following are found:

- a. The evidence and assumptions underlying the alternative SDC rate are reasonable, correct and credible and were gathered and analyzed in compliance with generally accepted principles and methodologies consistent with this section;
 - b. The calculation of the proposed alternative SDC rate was by a generally accepted methodology; and
 - c. The proposed alternative SDC rate better or more realistically reflects the actual impact of the new development than the rate set forth in the SDC methodology report.
5. If, in the administrator’s opinion, all of the above criteria are not met, the administrator shall provide to the applicant (by certified mail, return receipt requested) a written decision explaining the basis for rejecting the proposed alternative parks and recreation SDC rate.
- H. Appeal of a Denial of an Alternative Rate SDC. The decision of the administrator may be appealed to the district board, as described in Section 9. In addition, all persons who object to the calculation of a system development charge have a right to challenge the decision and petition for review of a final board decision pursuant to ORS 34.010 to 34.100.

SECTION 7. SDC CREDITS.

Applicants may apply for credits against (reductions of) the amount of SDCs they owe. Credits may be given by the district for the value of the:

- Donation or contribution of land;¹
- An improvement or another asset that is considered a “qualified public improvement;” or
- Construction of other park or recreation facilities in the district’s SDC-CIP list and approved by the administrator as an SDC credit project.

The following provisions shall serve as a “safe harbor” for an applicant in that if the procedures set forth in this section are followed, the applicant shall be entitled to SDC credits.

- A. Requests for Credits. Prior to filing of an application for a building permit for which SDC’s will be due, the applicant shall submit to the administrator a request for credits for qualified public improvements, donation or contribution of land or construction of park or recreation facilities on the district’s SDC-CIP list. Such request shall include

¹ Requests by the applicant for cash payment for land shall be subject to board approval and subject to board policies on land acquisition, as well as the process described in Section 7.D.

a proposed plan and estimate of cost for contributions of land and/or improvements. The proposed plan and estimate shall include:

1. A designation of the development for which the proposed plan is being submitted;
2. A description of any land proposed to be donated and/or improved;
3. A list of the contemplated capital improvements contained within the plan, including:
 - a. How they meet the criteria for a “qualified public improvement;” or
 - b. Evidence that the proposed improvements are on the SDC-CIP list and how they reduce the development’s demand upon existing capital improvements and/or the need for future capital improvements;
4. An estimate of the proposed construction costs; and
5. A proposed time schedule for completion of the proposed improvement(s), including any master planning and outreach that may be required. Any required engagement shall be consistent with district engagement procedures.

B. District Response. The administrator shall respond to the applicant’s request in writing within 21 days of when a completed request is submitted on whether the district will proceed with the requested credit, or if additional time or material is required to review the request. If additional time or material is required, the administrator shall notify the applicant, in writing, of the amount of time and/or additional material required. If denied, the administrator shall provide a written explanation of the decision on the SDC credit request.

C. Remedy to District’s Response. If the applicant disputes the administrator’s decision with regard to the amount of an SDC Credit or a denial of an SDC Credit request, the applicant may seek an appeal pursuant to Section 9.

~~C.D.~~ Conditions for SDC Land Acquisition Credits. If an SDC credit request for the acquisition of land is approved, the following conditions must be met in order for an applicant to receive SDC credits. Failure to meet any or all of these requirements shall result in forfeiture of the right to credits, unless otherwise agreed to, in writing, by the administrator.

1. The district and the applicant shall enter into a letter of intent or Memorandum of Understanding (MOU) outlining the terms for the purchase and sale of the property, including timing for appraisal, appraisal review, due diligence and closing.

In the event the governing jurisdiction, either through code or condition of approval, requires assurances that property will be transferred to the district, or actual transfer, by a given time, the parties may enter into a purchase and sale agreement (PSA) in lieu of an MOU or letter of intent for the acquisition of land. In such instance, the PSA shall provide that the price will be determined by appraisal consistent with subsection 7.D.3.

2. A ~~System Development Charges~~SDC Credit Agreement must be signed by the applicant and approved by the administrator.
3. Upon receipt of the legal description from the applicant, the district ~~shall~~may obtain a written appraisal based on fair market value by a qualified and professional appraiser based on comparable sales of similar properties between unrelated parties in a bargaining transaction. For lands with an appraised value~~d~~ over \$100,000, the appraisal shall be verified by an independent appraisal review. In new urban areas, all appraisals and appraisal reviews shall be based on the underlying zone and the assumption (with the exception of natural resource land, which shall be valued recognizing restrictions on development) that the property is developable pursuant to the applicable zoning regulations, but with the property unentitled and unimproved. The valuation date shall be the date the district receives the legal description for the property to be acquired. Appraisals and appraisal reviews will be completed in accordance with ~~the most current Uniform Appraisal Standards for Federal Land Acquisition or Uniform Standards of Professional Appraisal Practice~~District Compiled Policy 8 – District Property. If closing occurs more than one year after the date of appraisal, the appraisal shall be updated at the cost of the seller.
4. Upon agreement between the applicant and district on the price, as supported by appraisals performed in accordance with the previous subsection, the parties shall enter into a Purchase and Sale Agreement.
5. Purchase of land shall be subject to:
 - a. Board approval;
 - b. Due diligence determined necessary by the ~~district~~District; and
 - c. Other such conditions as deemed warranted by the District.

D.E. Conditions for SDC Credit Development Projects. If an SDC credit request is approved for the development of an amenity, the following conditions must be met in order for an applicant to receive SDC credits. Failure to meet any or all of these requirements shall result in forfeiture of the right to credits, unless otherwise agreed to, in writing, by the administrator.

1. Prior to the commencement of work on the project, the district and the applicant shall enter into a Memorandum of Understanding (MOU) outlining the project goals and objectives. The MOU shall, at a minimum, specify the estimated project costs, public engagement efforts, construction and inspection schedule, schedule for meetings between the applicant and district project managers and other project requirements and conditions.
2. A ~~System Development Charges~~SDC Credit Agreement must be signed by the applicant and approved by the administrator.

3. Any improvement that is not subject to an existing board-approved master plan shall under-go a master planning process. The master planning process shall be approved by the administrator and shall comply with the district's policies and procedures for public outreach. Master plans for new parks shall be subject to board approval.
4. Development plans and specifications must be reviewed and approved by the district at the following times:
 - a. In advance of applying for land use approval from the City or County;
 - b. At the 50% construction document level (including specification table of contents and cost estimate);
 - c. At the 90% construction document level (including complete technical specifications) prior to submittal to the City or County; and
 - d. City or County approved full plan set.
5. All materials must be approved by the district and meet district standards, which may be different from City and County standards, as set forth in the applicable Functional Plan(s).
 - a. If materials submitted are incomplete, the district shall notify the applicant of missing materials within 105 business days.
 - b. The district shall provide comments on materials within 10 business days of receiving all necessary materials.
6. Americans with Disabilities Act (ADA) access standards must be met in the construction of all public parks and recreation facilities. Any exceptions to accessibility requirements must be consistent with the applicable Functional Plan(s).
7. Upon approval of plans, costs and any other required documentation, the district will issue a notice to proceed for construction. Construction started before the issuance of a notice to proceed may be (1) subject to forfeiture of SDC credits and (2) require removal of improvements not constructed to district standards at the expense of the applicant.
8. After construction close-out, the applicant shall provide as-built plan drawings and a minimum of a one-year written warranty guarantee for all improvements constructed on land to be transferred to the district. The warranty period begins the day SDC credited improvements are accepted by the district or at closing, whichever is later.

E.F. Final Inspection; Correction of Deficiencies.

1. When an applicant has completed construction, and is otherwise ready to claim SDC credits on approved capital improvements constructed in accordance with the conditions in Section 7.E., the applicant shall request a final inspection. District staff will inspect all improvements and, if necessary, develop a closeout

deficiency list. Once all deficiency list items have been satisfied, the one-year warranty will go into effect and, upon receipt of the close out documents or at closing whichever is later, including the as-built plan drawings and final permit approvals, credits will be issued as provided in this guide and consistent with the SDC ~~credit~~ Credit agreement Agreement.

2. In the event that closeout deficiency items are not completed within 30 days of notice of deficiencies, the district may opt to correct the deficiencies and withhold SDC credits in the amount necessary for the corrective action. In such an event, the district shall provide the applicant written notice of the outstanding deficiencies and the cost of corrective action. In the event the applicant fails to correct deficiencies, the district may also avail itself of the remedies provided in Section 7.H.

F.G. Calculating the Amount of SDC Credits.

1. Land Acquisition. For land required to be donated to or otherwise acquired by the district by conditions of approval or through an approved community or comprehensive plan, the district shall provide SDC credits for the acquisition. The value of the credits shall be based on the appraisal process described in Section 6.D.
2. Qualified Public Improvements. If a qualified public improvement is located in whole or in part on or contiguous to the property that is the subject of the development approval and is required to be built larger or with greater capacity than is necessary for the particular development project, a credit shall be given for the cost of the portion of the improvement that exceeds the district's minimum standard facility size or capacity needed to serve the particular development or project or property. The applicant shall have the burden of demonstrating that a particular improvement qualifies for credit under this subsection. The request for credit shall be filed in writing no later than 60 days after the acceptance of the improvement by the district.
3. Credits for Capital Improvements Other Than Qualified Public Improvements. Where the district and an applicant agree the capital improvement project is eligible for SDC credits in accordance with Section 7.A.3.b, eligible costs shall include soft (design, engineering and permitting) and hard (construction and materials) costs. Costs will be determined, as follows:
 - a. The cost to the district to construct the improvements, shall be determined by a qualified third-party estimator. Upon approval of construction plans and items eligible for credit, the district and developer shall agree on an estimator. The applicant shall include the district communications with the third-party estimator, including submission of items to be included in the estimate. The district shall review the third-party estimate and provide comments within five

- (5) business days. If there is a dispute over items included in the estimate, the applicant and district shall meet to resolve such dispute. The cost shall include no more than a five percent (5%) contingency. Requests for the use of the contingency fee shall be submitted to the district, in writing, with supporting documentation and must be approved by the district, in writing, to be eligible for credit.
- b. In the alternative to calculating credits in the preceding subsection, the applicant may request to be reimbursed actual costs to the applicant. Such costs shall be submitted to the district for review and approval prior to the commencement of any construction activity. The district shall have five (5) days to notify the applicant of any additional materials needed to review costs. The district shall have no less than ten (10) business days from receipt of all necessary materials to review cost estimates and shall provide any objections to the applicant in writing. Cost overruns must be submitted to the district, in writing, with documentation supporting the overrun and be approved by the district, in writing, to be eligible for credit.
- c. In addition to costs determined under subsection a or b above, soft costs (design, engineering and permitting) in the following amounts may be included:
 - i. \$0-\$500K Construction = 20% soft cost (up to \$100K)
 - ii. \$501K - \$1.5M Construction = 17% soft cost (\$85K-\$255K)
 - iii. \$1.51M + Construction = 14% soft cost (\$210K)
- d. The following costs are not eligible for SDC credits:
 - i. Mitigation directly related to the greater development of the project site.
 - ii. Improvements needed to accommodate other agencies other than the district.
 - iii. Costs related to the applicant's error.
 - iv. Costs related to wet weather construction.

G.H. District Remedies. In the event that improvements are constructed without prior district review and approval of plans and/or costs do not meet district specifications/standards or the applicant did not follow the requirements in Section 7.E., the district, at its option, may:

1. Refuse to accept the improvements and withhold SDC credits;
2. Require such improvements to be reconstructed or replaced to meet district specifications/standards or removed. The extra costs associated with the reconstruction, replacement or removal shall be assumed by the applicant. Additional SDC credits will not be allowed for extra work required to meet district specifications/standards;

3. Remedy the deficiency and deduct such cost from the SDC credits; and/or
4. Require an extended warranty pursuant to Section 7.I.

H.I. Extended, Insured Warranties. Extended, insured warranties may be required in the following circumstances:

1. The district agrees to accept improvements where plans or costs were not provided for the district's review and approval prior to the commencement of construction;
2. The district was not provided opportunity to inspect improvements at agreed to intervals;
3. Improvements were not constructed in accordance with district standards and/or approved plans;
4. The applicant failed to follow any of the requirements of Section 7.E. or terms of an ~~MOU, SDC credit~~ Credit agreement, Agreement, MOU, or other written agreement; or
5. The parties have agreed, in writing, to an extended warranty in exchange for a modified inspection schedule.

H.J. Deductions from SDC credits. Deductions or withholdings may be made to SDC credits under the following circumstances and/or for the following district costs:

1. Costs to correct deficiencies pursuant to Section 7.F.
2. Costs to correct deficiencies where work by the applicant was not performed in accordance with district-approved plans or to district standards. Prior to deducting such cost, the district shall provide the applicant written notice of the deficiency and the estimated cost to correct such deficiency. The applicant shall have (10) business days from receipt of such notice to inform the district whether it will correct the deficiency.
3. The applicant shall be responsible for the district's project management costs that exceed the cost if the district had managed the construction of the improvements.
 - a. At the outset of the project, the district shall notify the applicant of the estimated cost for the district to manage the design, permitting and construction of the project.
 - b. The district shall notify the applicant when its project management costs have reached the amount in the preceding section and shall subsequently submit the applicant monthly invoices for its project management time.
 - c. The amount of the district's project management costs as submitted pursuant to subsection J.3.b shall be deducted from the amount of SDC credits due to the applicant.

H.K. Reimbursement of SDCs. Any applicant who submits a proposed plan pursuant to this Section, and desires the immediate issuance of a building permit,

shall pay applicable system development charges. Said payment shall not be construed as waiver of any credit. If credits are subsequently approved, any difference between the amount of SDCs paid and the amount that would have been paid net of credits, as determined by the administrator, shall be refunded to the applicant, less the processing fee charged by the issuing jurisdiction. In no event shall a refund by the district under this subsection exceed the amount of SDCs originally paid by the applicant.

~~K.L.~~ Excess Credits.

1. Where the amount of an SDC Credit approved by the administrator under this Section exceeds the amount of the SDCs assessed by the district upon a new development, the excess credit may be applied against SDCs that accrue in subsequent phases of the original development project. In no event shall SDC credits granted exceed the amount of SDCs due on a development project.
2. Credits shall not be transferable from one development to another, unless authorized, in writing, by the administrator.

L.M. Time Limit for Use of Credits. Credits must be used within 10 years from the date the credit is given.

SECTION 8. RECEIPT, USE, EXPENDITURE, AND REFUNDS OF PARKS SDC REVENUES

A. Deposits.

1. The district shall establish separate accounts for each type of SDC, i.e., improvement and compliance and administration fees, which shall be maintained apart from all other accounts of the district. The proportion of SDC revenues to be allocated to each fund shall be determined from the most recent SDC methodology that was adopted by resolution of the district board.
2. Until needed for an authorized use, moneys deposited in the SDC accounts may be invested by the district, and any interest earned shall be credited to the SDC accounts in proportion to the amounts on deposit.

B. Authorized Uses

1. Capital Improvement Fees. The capital improvement must be included in the district's parks and recreation SDC-CIP. The SDC-CIP must: (1) list the specific projects that may be funded with SDC revenues; (2) provide the cost of each project; and (3) provide the estimated timing of each project. The SDC-CIP may be amended at any time. Moneys in the SDC improvement fee fund must be used for capital improvements that create additional capacity for new users. Moreover, the portion of a project that may be funded with improvement fee revenue must not exceed the eligibility percentage of that project that is specified for that project in the SDC-CIP.

2. Fees collected may be used for the direct costs of complying with the State statutes governing SDCs and for the costs of administering the SDC program.
 3. SDC revenues may be used for purposes that include, but are not limited to, the following:
 - a. Design and construction plan preparation and consultant fees;
 - b. Permitting;
 - c. Land and materials acquisition, including any costs of acquisition or condemnation. Land acquisition costs shall include environmental clean-up and demolition of structures;
 - d. Construction of parks and recreation capital improvements;
 - e. Design and construction of new drainage facilities required by the construction of parks and recreation capital improvements and structures;
 - f. Design and construction of new streets or other street improvements, drainage facilities, or other public improvements required by the construction of parks and recreation capital improvement structures. Improvements that an applicant is required to construct as a condition of approval of a development application shall not be eligible for SDC revenues;
 - g. Relocating utilities required by the construction of improvements;
 - h. Landscaping;
 - i. Construction management and inspection;
 - j. Surveying, soils and material testing;
 - k. Acquisition of capital equipment that is an intrinsic part of a facility;
 - l. Demolition that is part of the construction of any of the improvements on this list;
 - m. Payment of principal and interest, necessary reserves and costs of issuance under any bonds or other indebtedness issued by the district to provide money to construct or acquire parks and recreation facilities; and
 - n. Direct costs of complying with the provisions of ORS 223.297 to 223.314, including the consulting, legal and administrative costs required for developing and updating the system development charges methodologies and capital improvement program; and the costs of collecting and accounting for system development charge expenditures.
- C. Prohibited Uses. Money on deposit in the parks and recreation SDC accounts shall not be used for:
1. Any expenditure that would be classified as a maintenance or repair expense; or
 2. Costs associated with the construction of administrative office facilities that are more than an incidental part of other capital improvements; or
 3. Costs associated with acquisition or maintenance of rolling stock; or
 4. Operating costs after completion of capital improvements.

D. Challenges of Expenditures.

1. Any citizen or other interested person may challenge an expenditure of SDC revenues by filing a challenge to the expenditure with the administrator within two (2) years after the date of the disputed SDC revenue expenditure. The fee for filing such a challenge shall be \$100.
2. A challenge to an expenditure shall be submitted, in writing, and shall include the following information:
 - a. The name and address of the citizen or other interested person challenging the expenditure;
 - b. The amount of the expenditure, the project, payee or purpose and the approximate date on which it was made; and
 - c. The reason why the expenditure is being challenged.
3. The administrator will review the challenge and determine whether or not the expenditure was made in accordance with the provisions of the methodology, the APG and/or ORS 223.
4. If the district finds that the expenditure was not appropriate, the parks and recreation SDC account(s) must be reimbursed from other sources.
5. The district shall notify the person who submitted the challenge of the results of the review within twenty (20) business days following completion of the review.

E. Refunds of SDCs.

1. The district shall grant a refund of SDCs for the following reasons:
 - a. The administrator finds that there was a clerical error in the calculation of the SDC. In such an event, the SDC refund shall be in the amount of any overcharge;
 - b. The SDCs have not been expended within ten (10) years of receipt; or
 - c. The district determines through an alternative SDC rate calculation, alternative SDC credit calculation, alternative SDC exemption, or appeal that the amount paid for the SDCs exceeded the amount determined to be appropriate for the new development.
2. An applicant or owner shall be eligible to apply for a refund if:
 - a. The building permit or placement has expired, and the development authorized by such permit was not commenced. If development was started but not completed, no refund shall be due for completed structures that are suitable for occupancy; or
 - b. The SDCs have not been expended or encumbered prior to the end of the fiscal year immediately following the 10th anniversary of the date upon which such charges were paid. For the purposes of this Section, first funds received shall be deemed to be the first funds expended.

3. An application for a refund shall be filed, in writing, with the administrator and shall contain the following information:
 - a. The name and address of the petitioner;
 - b. The location of the property that is subject of the SDC;
 - c. A notarized, sworn statement that the petitioner is the current owner of the property on behalf of which the SDC fees were paid; including proof of ownership, such as a certified copy of the latest recorded deed;
 - d. The date the SDC fees were paid;
 - e. A copy of the receipt of payment of the SDC fees; and, if appropriate,
 - f. The date the building permit or placement permit was issued and the date of expiration.
4. The application for a refund shall be filed within ninety (90) days of the expiration of the building permit, placement permit, or within ninety (90) days of the end of the fiscal year following the 10th anniversary of the date upon which the SDC fee was paid. Failure to timely apply for a refund of the SDC fee shall waive any right to a refund.
5. Within thirty (30) days from the date of receipt of a petition for refund, the district will advise the petitioner of the status of the request for refund and, if such request is valid, the SDC shall be returned to the petitioner.
6. Refunds shall not be allowed for failure to timely claim credit or for failure to timely seek an alternative SDC rate under Section 6.F at the time of submission of an application for a building permit.
7. Refunds shall include interest earned on funds while on deposit in the parks and recreation SDC account.
8. Denial of a refund may be appealed pursuant to Section 9.

SECTION 9. APPEALS

- A. Appeals. Any person may appeal to the district board any decision of the administrator made pursuant to this APG by filing a written request with the administrator within fourteen (14) days after the delivery of the administrator's written decision to the applicant. The fee for appealing a decision to the district board shall be \$250.
 1. The appeal to be filed with the district board should contain the following information:
 - a. The name and address of the applicant;
 - b. The legal description of the property in question;
 - c. If issued, the date the building permit was issued;
 - d. A brief description of the nature of the development being undertaken pursuant to the building permit;
 - e. If paid, the date the system development charges were paid; and

- f. A statement of the reasons why the applicant is appealing a decision.
2. Upon receipt of an appeal, the district shall schedule a hearing before the board of directors at a regularly scheduled meeting or a special meeting called for the purpose of conducting the hearing and shall provide the applicant written notice of the date, time and place of the hearing.
3. The district board shall conduct a hearing in a manner designed to obtain all information and evidence relevant to the requested hearing. Formal rules of civil procedures and evidence shall not be applicable; however, the hearing shall be conducted in a fair and impartial manner, with each party having an opportunity to be heard and present information and evidence.
4. An applicant who appeals a decision and desires the immediate issuance of a building permit must pay the applicable system development charges prior to the time the request for hearing is filed. Such payment shall be deemed paid under “protest” and shall not be construed as a waiver of any review rights.
5. An applicant may appeal a decision under this Section without paying applicable system development charges, but no building permit shall be issued until such system development charges are paid in the amount initially calculated or the amount approved upon completion of the review provided in this Section.
6. The district board shall decide an appeal within one hundred twenty (120) days of the date of the appeal unless otherwise agreed to between the appellant and the district board. The decision of the district board may be reviewed under ORS 34.919 to 34.100, and not otherwise.

SECTION 10. AMENDMENT OF THE SDC-CIP

Any capital improvement being funded wholly or in part with revenues from the district’s SDC fund shall be included in the district’s adopted SDC-CIP. This list may be modified at any time by resolution of the district board. If the district’s SDC will be increased by a proposed modification of the SDC-CIP to include one or more SDC-eligible capacity-increasing capital improvements, the following provisions shall apply.

- A. The district shall provide at least 30-days’ notice of the proposed modification to persons who have requested notice. Such notice shall include the proposed adoption date.
- B. If the district receives a written request for a hearing on the proposed modification within fourteen (14) days of the date the proposed modification is scheduled for adoption, the district shall hold a public hearing. The district shall provide written notice to such persons requesting a hearing of the date, time and location for the hearing. To allow adequate time to provide notice, the hearing (and any action on

the proposal) shall be scheduled for the next public meeting after the date the proposed modification was scheduled for adoption.

- C. If the district does not receive a written request for a public hearing, none is required, and the proposed modification and increase in the SDC may be adopted by the district board.
- D. Any decision of the district to increase the SDC by modifying the SDC-CIP may be judicially reviewed only as provided in ORS 34.010 to 34.100.

SECTION 11. NOTICE

- A. Maintenance of List. The district shall maintain a list of persons who have made a written request for notification prior to adoption or modification of a methodology for park SDCs. The district may periodically delete names from the list, but at least 30 days prior to removing a name, the district must notify the person whose name is to be deleted that a new written request for notification is required if the person wishes to remain on the notification list.
- B. Notice. Written notice shall be mailed to persons on the list at least 90 days prior to the first hearing to establish or modify a park SDC. The methodology supporting the SDC shall be available at least 60 days prior to the first hearing to adopt or amend a SDC. The failure of a person on the list to receive a notice that was mailed shall not invalidate the action of the district. No legal action intended to contest the methodology shall be filed after 60 days following adoption or modification of an SDC ordinance or resolution.

SECTION 12. RECORD KEEPING

- A. Records of Receipts. All parks and recreation SDCs received should be listed in chronological order, with each record indicating the date received, the amounts received, the name and location of the development for which the SDC was paid, the number(s) of the building permit(s), and the name of the applicant who paid the SDC.
- B. Records of Investments. Any funds on deposit in the parks and recreation SDC accounts that are not immediately necessary for expenditure, must be invested by the district, with all income derived from such investments deposited in the account. All investment transactions should include the date and a description of the transaction.
- C. Records of Expenditures. Records of disbursements should be recorded for each account, and should include the date of the expenditure and the name of the specific capital improvement project for which the funds are expended. In the case of a refund, the date and name of the person receiving the refund should be recorded.

- D. Timeliness of Records. Records of receipts and disbursements of SDCs shall be updated on each business day during which a transaction occurred. This information shall be recorded for each SDC transaction and shall be forwarded to the district at frequencies agreed upon by the district and the city and/or county.
- E. Reports. The district is required by ORS 223.311 to prepare by January 1 of each year an annual report accounting for all receipts and expenditures of parks and recreation SDC revenues. The annual report must show the total amount of system development charge revenues collected for each system and the projects that were funded in the previous fiscal year, and must include a list of the amount spent on each project funded, in whole or in part, with system development charge revenues.

SECTION 13. SEVERABILITY

If any clause, section or provision of this APG shall be declared unconstitutional or invalid for any reason or cause, the remaining portion this APG shall be in full force and effect and be valid.



MEMORANDUM

DATE: July 22, 2022
TO: Doug Menke, General Manager
FROM: Aisha Panas, Park Services Director
RE **Garden Home Recreation Center Flat Roof Repair Contract**

Introduction

Staff is seeking board of directors' approval of the lowest responsible bid for the Garden Home Recreation Center Flat Roof Repair construction contract, and authorization to execute a contract with Griffith Roofing Company, Inc., for the amount of \$600,453.

Background

Garden Home Recreation Center was constructed in 1911, with subsequent building expansions through the 1970s. The recreation center has both pitched and flat roofs that are due for capital replacement soon. Sections of flat roof above the main hallway, fitness classrooms and weight room show signs of ponding water which led staff to believe the supporting roof structure below may be sagging.

In April 2021, Peterson Structural Engineers (PSE) was retained to evaluate the structural integrity of the supporting roof structure and recommend a solution. In collaboration with a roofing contractor, it was determined that the flat roof will need a layer of tapered foam to direct water off the roof and minimize ponding. Based on the added weight of a tapered foam roof and current building code for weight load requirements, PSE recommended strengthening the structural roof support inside the main hallway, fitness classrooms, and weight room prior to replacing the flat roof. The repairs identified for the interior strengthening and new flat roof were considered unique to the individual trades of a general contractor and roofing contractor. For workload efficiency and cost-savings, the work was split into two projects with an overlapping schedule to minimize the facility closure.

During the development of the budget, staff requested courtesy quotes from roofing contractors to gauge the cost of the flat roof replacement project but were unable to find a contractor willing to visit the site and provide an estimate. The roof project is identified in the approved Fiscal Year (FY) 2022/23 General Fund Capital Projects budget in the amount of \$250,000 but does not cover the \$663,000 in funding needed to complete the repair. However, the proposal received by Griffith Roofing Company, Inc. clearly identifies the effort required to complete the work needed to protect in the long-term maintenance of the Garden Home Recreation Center. Due to the importance of this repair, a staff-level review of the FY 2022/23 budget identified potential funding resources in current capital project savings and two project scope reductions to cover the shortfall.

Prior to the expiration of the FY 2021/22 budget season several projects expected to occur in FY 2022/23 were finished to create a total savings of \$39,000. In addition, the recent Garden Home Structural Roof Repair bid came in under budget in the amount of \$20,000 that could be transferred to the flat roof project. For the remaining gap in funding, staff recommends a reduction of scope for the Fanno Creek Service Center (FCSC) Roof Repair and phase one of the HMT North Parking Lot Repair projects. A recently received roof condition report of the FCSC roof revealed that the roof has a better life expectancy (3 to 6 years) than anticipated.

Based on this new information, staff recommends investing in the immediate needs of skylight replacements and minor repairs, and to re-evaluate the roof repair phasing during next year's budget process. Staff also recommends reducing the square footage of the HMT North Parking Lot Repair to approximately 18,000 square feet versus the budgeted 28,000 square feet. This scope adjustment would focus on the most critical asphalt repairs and the ADA parking stalls. The remaining scope would be bid as an add-alternate should funding become available. The scope adjustment of these two projects would yield \$354,000 in savings. Packaging the flat roof repair project budget of \$250,000 with the current capital savings of \$59,000 and the proposed project scope adjustments of \$354,000 would equal a total project budget of \$663,000.

The flat roof repair project was publicly advertised for bid on June 24, 27, and 29, 2022. In addition, four MWESB companies and one THPRD Self Defined MWESB company were solicited. Four contractors requested bid documents and two met maintenance staff to inspect the flat roof. The bid opening was on July 13, 2022, and the district received two responsive bids. The lowest responsive and responsible bid came from Griffith Roofing Company, Inc., with a base bid in the amount of \$600,453.

The total hard cost, including incidental district repairs is \$615,103, plus the project soft cost expenses of \$1,463, and the project contingency of \$46,242, for a total project cost of \$662,808. Based on the approved Fiscal Year 2022/23 General Fund Capital Projects budget and supplemental funding as noted above, the total project cost is within the project budget with a surplus of \$192. Project savings will be available for assisting with other capital projects. The project contingency was lowered to 7.5% for the construction phase, which is our standard practice at bid award.

A breakdown of project costs is provided below:

Garden Home Recreation Center Flat Roof Repair Budget Information

Budget Item	Current Project Cost
Construction	\$615,103 Includes: <ul style="list-style-type: none"> • \$600,453 (<i>lowest responsible bid amount</i>) + \$14,650 (<i>incidental district repairs and close out costs</i>)
Contingency	\$46,242
Soft costs	\$1,463
Total project cost	\$662,808
Project budget variance (over) under	\$192

The City of Beaverton has performed a pre-roof replacement inspection and a building permit is not required. Notice to Proceed is expected to be issued in late August. It is anticipated that upon securing building materials that this work will occur with other improvements that will close the main entry, fitness classrooms and weight room for four-to-six-weeks after Labor Day and re-open in late October. Access to other areas of the building, including the community library, will be maintained during the project.

Included in this memo for additional reference are two informational documents, a vicinity map (Attachment A), an aerial map (Attachment B), and a map of the area where the flat roof repairs will take place (Attachment C).

Proposal Request

Staff is seeking board of directors’ approval of the lowest responsible total bid of \$600,453 from Griffith Roof Company, Inc. for the construction of Garden Home Recreation Center Flat Roof Repair.

Garden Home Recreation Center Flat Roof Repair Funding Chart

Funding Sources	Amount
FY 22/23 CP GHRC Flat Roof Repair Budget	+\$250,000
FY 22/23 CP GHRC Structural Roof Savings	+\$20,000
FY 22/23 CP Completed Projects Savings	+\$39,000
FY 22/23 CP FCSC Roof Deferral	+\$179,000
FY 22/23 CP HMT North Parking Lot Deferral	<u>+\$175,000</u>
Total Project Funding	\$663,000

Outcomes of Proposal

Garden Home Recreation Center has programs for all ages that range from youth sports to adult fitness and includes the Garden Home Community Library with access to a county-wide collection of books, movies, music, and games. Prioritizing capital funds for the flat roof repairs demonstrates the district’s commitment to sustainability through its care and stewardship of our recreation facilities.

In the district’s efforts to encourage a fair and diverse workforce, staff researched, contacted, and invited businesses certified with the State’s Certification Office for Business Inclusion and Diversity (COBID) and Oregon Association of Minority Entrepreneurs (OAME) to bid on this project. Griffith Roofing was founded in 1962 and is a family-owned roofing contractor in Beaverton, Oregon, and does not identify as a minority owned business and will self-perform all work for this project.

The project improvements do not affect the cost of existing maintenance operations.

Public Engagement

Public engagement is not considered in the solicitation of public improvement contracts. Community members will be informed through social media, webpage alerts, signage, and front desk staff of the main entry, of fitness classrooms and weight room closure during the roof replacement. The rest of the facility, including the community library, will remain open during repairs.

The flat roof repairs of Garden Home Recreation Center align with the district’s Vision Action Plan to provide a safe and accessible facility for community members to enjoy.

Action Requested

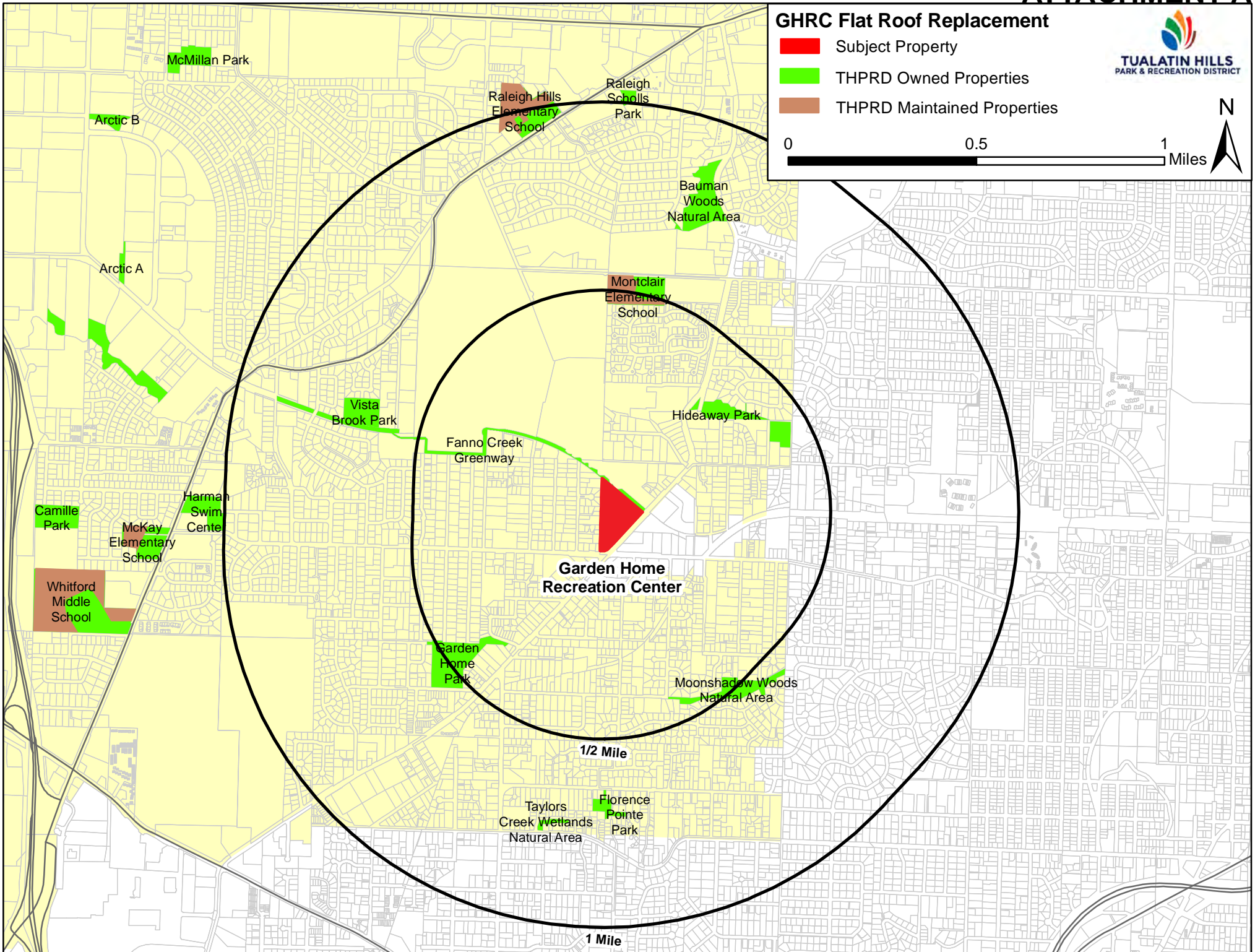
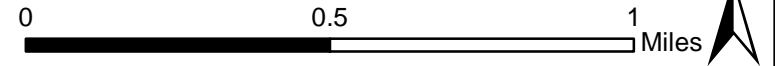
Board of directors’ approval of the following items:

1. Approval to award the contract to Griffith Roofing Company, Inc., the lowest responsible bidder, for the total bid of \$600,453; and,
2. Authorization for the general manager or designee to execute the contract.



GHRC Flat Roof Replacement


- Subject Property
- THPRD Owned Properties
- THPRD Maintained Properties



GHRC Flat Roof Replacement

Taxlot: 1S124DB01800

Acreage: 7.35 ac

 Subject Property

0 100 200
Feet
1:2,000



TUALATIN HILLS
PARK & RECREATION DISTRICT



Map Created: 7/12/22





Flat Roof Exhibit

Garden Home Recreation Center
7475 SW Oleson Road
Portland, OR 97223

Legend

 Flat Roof Replacement



MEMORANDUM

DATE: July 21, 2022
TO: Doug Menke, General Manager
FROM: Aisha Panas, Park Services Director
RE **Garden Home Recreation Center Structural Roof Repair Contract**

Introduction

Staff is seeking board of directors' approval of the lowest responsible bid for the Garden Home Recreation Center Structural Roof Repair construction contract, and authorization to execute a contract with Cedar Mill Construction Company, LLC, for the amount of \$129,380.

Background

Garden Home Recreation Center was constructed in 1911, with subsequent building expansions through the 1970s. The recreation center has both pitched and flat roofs that are due for capital replacement soon. Sections of flat roof above the main hallway, fitness classrooms and weight room show signs of ponding water which led staff to believe the supporting roof structure below may be sagging.

In April 2021, Peterson Structural Engineers (PSE) was retained to evaluate the structural integrity of the supporting roof structure and recommend a solution. In collaboration with a roofing contractor, it was determined that when the flat roof is replaced a layer of tapered foam should be installed to direct water off the roof and minimize ponding. Based on the added weight of a tapered foam roof and current building code for weight load requirements, PSE recommended strengthening the structural roof support in the main hallway, fitness classrooms, and weight room. Additional roof support in the main hallway will be concealed by a new acoustic drop-ceiling, while work in the classrooms and weight room will be painted over to match the existing beams. The repairs identified for the interior strengthening and new flat roof were considered unique to the individual trades of a general contractor and roofing contractor. For workload efficiency and cost-savings, the work was spilt into two projects with an overlapping schedule to minimize the facility closure.

The project is identified in the approved FY 2022/23 General Fund Capital Projects budget in the amount of \$199,000.

The structural roof repair project was publicly advertised for bid on June 24, 2022. In addition, six MWESB companies and two THPRD Self Defined companies were solicited. Four contractors requested bid documents and two attended the mandatory pre-bid meeting. The bid opening was on July 20, 2022, and the district received two responsive bids. The lowest responsive and responsible bid came from Cedar Mill Construction Company, LLC, with a base bid in the amount of \$129,380.

The total hard cost, including incidental district repairs is \$145,380, plus the project soft cost expenses of \$15,308, and the project contingency of \$12,051, for a total project cost of \$172,739. Based on the approved Fiscal Year 2022/23 General Fund Capital Projects budget, the total project cost is within the project budget with a surplus of \$26,261. Project savings will

be available for assisting with other capital projects. The project contingency was lowered to 7.5% for the construction phase, which is our standard practice at bid award.

A breakdown of project costs is provided below:

Garden Home Recreation Center Structural Roof Repair Budget Information

Budget Item		Current Project Cost
Construction		\$145,380 Includes: <ul style="list-style-type: none"> • \$129,380 (<i>lowest responsible bid amount</i>) + \$16,000 (<i>incidental district repairs and close out costs</i>)
Contingency		\$12,051
Soft costs		\$15,308
Total project cost		\$172,739
Project budget variance (over) under		\$26,261

All permit documents have been submitted to the City of Beaverton and will be ready for pick up prior to issuance of the Notice to Proceed. Notice to Proceed is expected to be issued in late August. This work will be coordinated with other improvements that will close the main entry, fitness classrooms and weight room for four-to-six-weeks after Labor Day and re-open in late October.

Included in this memo for additional reference are two informational documents, a vicinity map (Attachment A), an aerial map (Attachment B), and a map indicating the area of the building where the structural repairs will take place (Attachment C).

Proposal Request

Staff is seeking board of directors' approval of the lowest responsible total bid of \$129,380 from Cedar Mill Construction Company, LLC for the Garden Home Recreation Center Structural Roof Repairs.

Garden Home Recreation Center Structural Roof Repair Funding Chart

Funding Sources	Amount
FY 22/23 General Fund Capital Projects	<u>+\$199,000</u>
Total Project Funding	\$199,000

Outcomes of Proposal

Garden Home Recreation Center has programs for all ages that range from youth sports to adult fitness and includes the Garden Home Community Library with access to a county-wide collection of books, movies, music and games. Prioritizing capital funds for the structural repairs

demonstrates the district's commitment to sustainability through its care and stewardship of our recreation facilities.

In the district's efforts to encourage a fair and diverse workforce, staff researched, contacted, and invited businesses certified with the State's Certification Office for Business Inclusion and Diversity (COBID) and Oregon Association of Minority Entrepreneurs (OAME) to bid on this project. According to their bidder qualifications, Cedar Mill Construction Company constitutes a self-defined Women Business Enterprise with 51% woman ownership and is an Equal Employment Opportunity Employer that partners with NW College of Construction's mentorship program to recruit women and minorities. Cedar Mill Construction Company aspires to include 20% MWESB involvement on large projects and has built relationships with 33 certified sub-contractors.

The project improvements do not affect the cost of existing maintenance operations.

Public Engagement

Public engagement is not considered in the solicitation of public improvement contracts. Community members will be informed through social media, webpage alerts, signage, and front desk staff of the main entry, of fitness classrooms and weight room closure during the structural repairs. The remaining facility, including the community library, will remain open during repairs.

The structural roof repairs of Garden Home Recreation Center align with the district's Vision Action Plan to provide a safe and accessible facility for community members to enjoy.

Action Requested

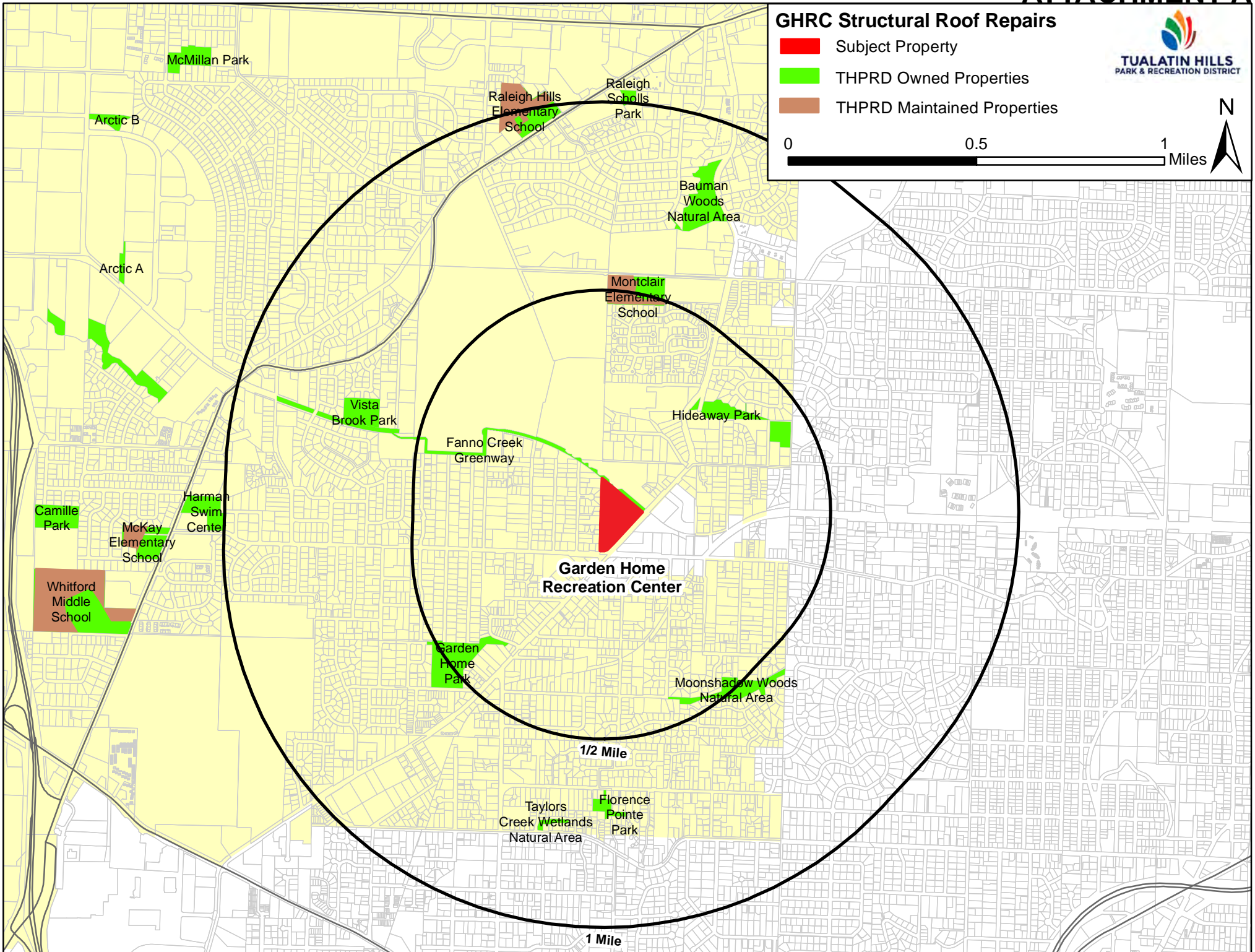
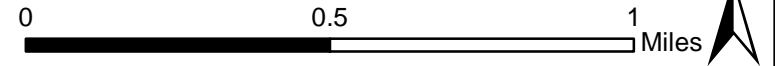
Board of directors' approval of the following items:

1. Approval to award the contract to Cedar Mill Construction Company, LLC, the lowest responsible bidder, for the total bid of \$129,380; and,
2. Authorization for the general manager or designee to execute the contract.



GHRC Structural Roof Repairs


- Subject Property
- THPRD Owned Properties
- THPRD Maintained Properties

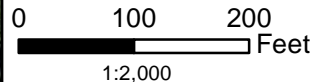


GHRC Structural Roof Repairs

Taxlot: 1S124DB01800

Acreage: 7.35 ac

 Subject Property

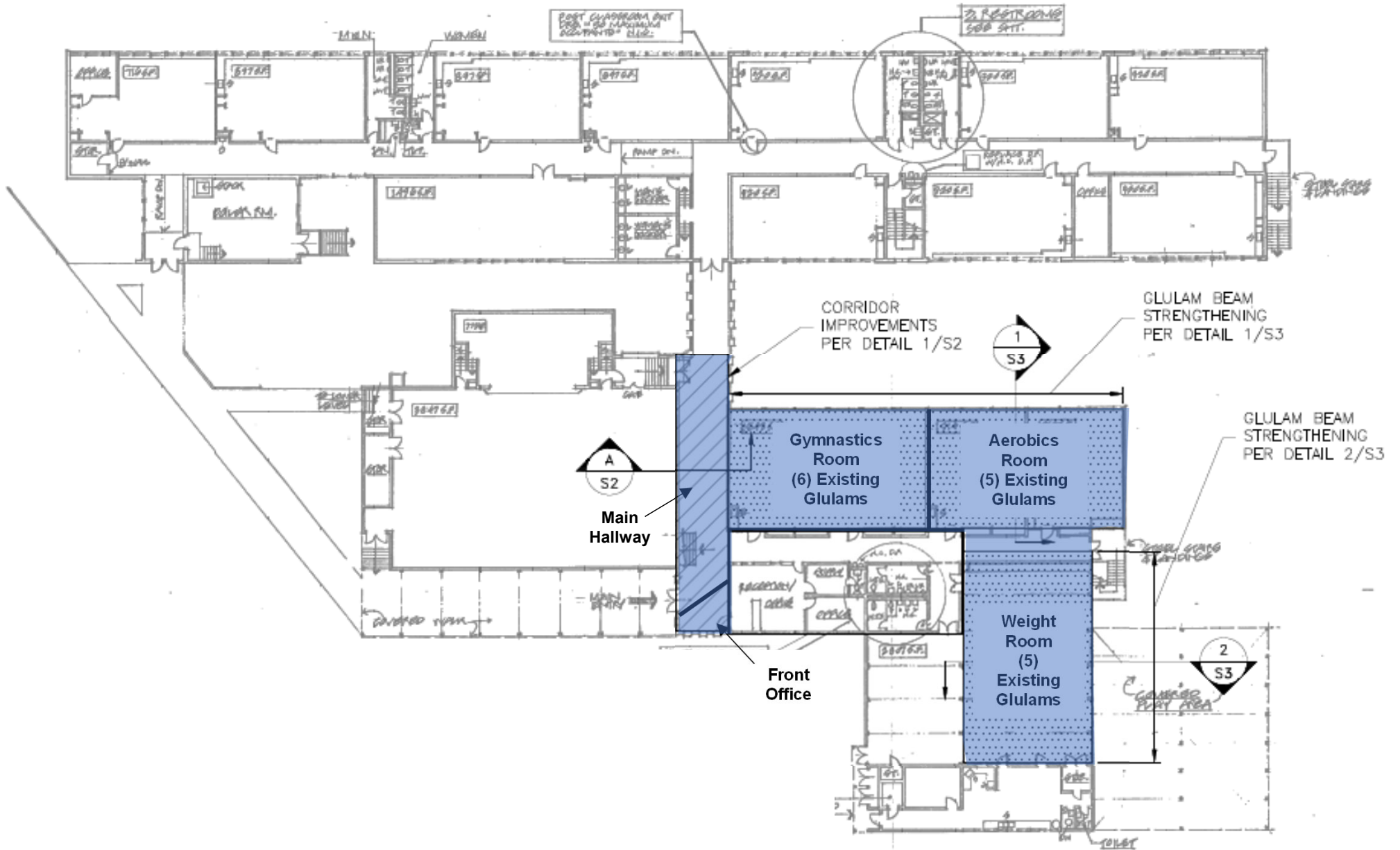


TUALATIN HILLS
PARK & RECREATION DISTRICT



Map Created: 7/12/22





Structural Roof Exhibit

Garden Home Recreation Center
 7475 SW Oleson Road
 Portland, OR 97223

Legend
 Structural Roof Support



MEMORANDUM

DATE: August 1, 2022
TO: Board of Directors
FROM: Holly Thompson, Communications Director
RE **Print Services Contract**

Introduction

Staff is seeking board of directors' approval for the THPRD Activities Guide print services contract, and authorization to execute a contract with Signature Graphics for the amount not to exceed \$151,399 per year for three (3) years with two annual one (1) year renewal options. Printing for the district's activities guide is planned for and budgeted out of the Communications Department budget, within Administration, and there are sufficient funds for this anticipated annual expense within the current fiscal year budget.

Background

Staff prepared a Request for Proposal (RFP) for print services for both the activities guide and other print projects. Our goal was to identify a set of print companies that we could send print projects to annually. Most print projects are below the contract threshold to require board action. The one exception was the district's activities guide which is printed three to four times per year depending on planning cycles.

In preparing the RFP, the district sent out (36) RFP announcements including vendors representing minority and women owned businesses (MWESB) through the state's contracting system, COBID. There were two vendors that responded for the activities guide. Signature Graphics was selected based on lowest price and their solid history of printing and producing the activities guide for the district.

Action Requested

Board of directors' approval of the following items:

1. Approval to award the print services contract to Signature Graphics for the amount not to exceed \$151,399 per year for three (3) years with two annual one (1) year renewal options; and
2. Authorization for the general manager or designee to execute the contract.



MEMORANDUM

DATE: July 16, 2022
TO: Doug Menke, General Manager
FROM: Holly Thompson, Communications Director
RE: **Munis Implementation Contract**

Introduction

Staff are requesting board of directors' approval of the qualified consultant team from Berry Dunn, for the next stage of the Tyler Technologies (Tyler Munis) Enterprise Resource Planning (ERP) system. Staff recommend authorizing the district to execute a professional consulting services contract agreement (Attachment A) in the amount of \$331,200, plus travel of up to \$15,000, for a not to exceed total of \$346,200.

Background

It is normal for complex software implementations of this kind, to rely on the services of consultants, who specialize in assisting companies with software implementations. Berry Dunn has a team that specializes in assisting local government agencies with similar software conversions. The Tyler system has 4,600 installations in North America, and no two are the same. The system cannot be implemented as a 'standard out of the box' solution, rather, there are hundreds of decisions to be made, each of which affects what choices are presented later in the configuration exercise. Local government agencies greatly benefit from the active guidance of consultants in the field, who are experts in coaching customers, such as THPRD, to make the correct decision at each stage of a complex menu of choices. The Berry Dunn support team will work directly with the Tyler staff, with whom they have worked before, to assist THPRD.

Berry Dunn was chosen based on their strong track record of advising on numerous successful Tyler installations. THPRD recently engaged Berry Dunn on a short-term project to outline the steps necessary to restart the project, identify a project charter, and to identify clear roles and responsibilities for the implementation reset. These work products were delivered successfully and have served as a foundation for this funding request, for the next stage of the project, to complete implementation.

Staff requests permission to execute a contract with Berry Dunn, under existing state agreements. Since Berry Dunn is a current supplier under the Oregon State Contract list, THPRD can negotiate and execute a contract under the state's process.

THPRD made the decision to replace the existing legacy financial system, SpringBrook, in 2019. The new system, Munis, was procured and started implementation in 2019. However, due to the pandemic and staffing challenges, project implementation was significantly delayed. The district did successfully implement the payroll portions of Munis, with employees adopting a new timekeeping system, Executime.

Now, in 2022, staff is ready to reengage on the Tyler implementation and need the assistance of Berry Dunn to move the project forward, transitioning the financial functions currently handled through SpringBrook to the Tyler system so that the SpringBrook system can be decommissioned. The target date for the 'Go Live' of the transition is January 1, 2024.

Proposal Request

Staff are requesting board of directors' approval of the most qualified consultant team based on recommendations from national user groups and the fact that we have been working with Berry Dunn for several months. They are well acquainted with the project needs, with THPRD staff, and are also experienced in working with the Tyler staff in question.

Outcomes of Proposal

1. Authorization to execute a contract with Berry Dunn will allow the project to be restarted and move to the target 'Go Live' date by January 2024.
2. Deliverables will allow various accounting functions to be implemented as needed.
3. Following a successful transition of required basic functions to Munis, SpringBrook will be turned off. This will dramatically increase the safety of our data and financial functional activity.
4. Maintenance impact costs and cost benefit schemas to implement additional modules from the Munis solution, and such modules shall relate to those which THPRD has already paid for or committed to pay. These will be determined later, when the project returns to the board for approval of the preferred concept plan for implementation of additional modules some months before this initial 'Go Live', and switching off the SpringBrook software.

Outcomes and impacts of not proceeding:

1. The SpringBrook software is years out of date and has no manufacturer support in case of failure.
2. SpringBrook software cannot be upgraded to a newer version.
3. The platforms for database and operating system which SpringBrook runs on are out of date, with support ending for these Microsoft Products in October 2022.
4. If any parts of the system fail, it would be challenging or impossible to repair.

Action Requested

Board of directors' approval of the following items:

1. Approval of the qualified consultant team proposed by Berry Dunn.
2. Authorization for the general manager, or designee, to execute a professional services contract agreement in the amount of \$346,200.

TUALATIN HILLS PARK & RECREATION DISTRICT

CONSULTING AGREEMENT

This Agreement is made effective as of August 30, 2022, by and between Tualatin Hills Park & Recreation District, of 15707 S.W. Walker Road, Beaverton, Oregon 97006, and Berry, Dunn, McNeil & Parker LLC, of 2211 Congress St., Portland, Maine 04101.

In this Agreement, the party who is contracting to receive services shall be referred to as "District", and the party who will be providing the services shall be referred to as "Consultant".

Consultant has a background in Organizational Improvement and is willing to provide services to District based on this background. District desires to have services provided by Consultant.

Therefore, the parties agree as follows:

1. **DESCRIPTION OF SERVICES.** Beginning on August 31st, 2022, Consultant will provide the following services (collectively, the "Services"), as described on the attached Exhibit "A".
2. **PERFORMANCE OF SERVICES.** Consultant shall determine the manner in which the Services are to be performed and the specific hours to be worked by Consultant. District will rely on Consultant to work as many hours as may be reasonably necessary to fulfill Consultant's obligations under this Agreement.
3. **PAYMENT.** District will pay a fee to Consultant for the Services in the amount of Three hundred and forty six thousand, two hundred dollars and 00/100 [\$ 346,200] dollars. This fee shall be payable in a lump sum upon completion of the Services, unless described otherwise on the attached Exhibit 'A'.
4. **EXPENSE REIMBURSEMENT.** Consultant shall pay all "out-of-pocket" expenses, and shall not be entitled to reimbursement from District, unless described otherwise on the attached Exhibit "A".
5. **NEW PROJECT APPROVAL.** Consultant and District recognize that Consultant's Services will include working on various projects for District. Consultant shall obtain the approval of District prior to the commencement of a new project.
6. **TERM/TERMINATION.** This Agreement shall terminate automatically upon completion by Consultant of the Services required by this Agreement, unless otherwise agreed to in writing by the parties and incorporated into this Agreement.
7. **RELATIONSHIP OF PARTIES.** It is understood by the parties that Consultant is an independent contractor with respect to District, and not an employee of District. District will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of Consultant. Consultant expressly acknowledges and agrees that as an independent contractor, Consultant is not entitled to

indemnification by the District or the provision of a defense by the District under the terms of ORS 30.285. This acknowledgment by Consultant does not affect his/her ability (or the ability of his/her insurer) to independently assert that the monetary limitations found at ORS 30.270, the immunities listed at ORS 30.265 or other limitations affecting the assertion of any claim under the terms of the Oregon Tort Claims Act (ORS 30.260 to ORS30.300).

8. **DISCLOSURE.** Consultant is required to disclose any outside activities or interests, including ownership or participation in the development of prior inventions, that conflict or may conflict with the best interests of District. Prompt disclosure is required under this paragraph if the activity or interest is related, directly or indirectly, to:
 - a. any activity that Consultant may be involved with on behalf of District
9. **EMPLOYEES.** Consultant's employees, if any, who perform services for District under this Agreement shall also be bound by the provisions of this Agreement. At the request of District, Consultant shall provide adequate evidence that such persons are Consultant's employees.
10. **INJURIES.** Consultant acknowledges Consultant's obligation to obtain appropriate insurance coverage for the benefit of Consultant (and Consultant's employees, if any). Consultant waives any rights to recovery from District for any injuries that Consultant (and/or Consultant's employees) may sustain while performing services under this Agreement and that are a result of the negligence of Consultant or Consultant's employees.
11. **INDEMNIFICATION.** The Consultant shall defend, hold harmless and indemnify the District, it's Board of Directors, employees and agents from any and all claims, suits, legal actions, costs and expenses (including attorney fees) arising out of or related to the work under this contract or any condition of the District's property upon which the work is being performed, including any such claim, or loss which may be caused or contributed to in whole or in part by the Consultant's own negligence or failure to comply with the provisions of this contract.
12. **LIABILITY INSURANCE.** Consultant agrees to provide evidence of Public liability insurance covering Bodily Injury and Property Damage in a responsible company with limits of not less than \$1,000,000 each occurrence and \$2,000,000 general aggregate. Automobile Liability limits of \$1,000,000 per occurrence combined Bodily Injury and Property Damage for owned and non-owned exposures. Such insurance shall cover all risks arising directly or indirectly out of Consultant's activities on the District's premises. Certificates evidencing such insurance and bearing endorsement requiring thirty (30) days written notice prior to any change or cancellation shall be furnished to the District prior to commencement of the work. All such policies shall name the District as an additional insured party.

Workers' Compensation coverage from SAIF Corporation or from a responsible private carrier shall be provided by the schedule of employee benefits required by law and shall provide employer's liability coverage with limits of at least \$500,000 for injury to one person and \$500,000 for injury to two or more persons in one occurrence. Consultant

shall supply District with satisfactory evidence of public coverage or with certificates of private coverage in the same form as required above for Consultant's general liability insurance.

13. **ASSIGNMENT.** Consultant's obligations under this Agreement may not be assigned or transferred to any other person, firm, or corporation without the prior written consent of District.

14. **INTELLECTUAL PROPERTY.** The following provisions shall apply with respect to copyrightable works, ideas, discoveries, inventions, applications for patents, and patents (collectively, "Intellectual Property"):

i. *Consultant's Intellectual Property.* Consultant does not personally hold any interest in any Intellectual Property.

15. **CONFIDENTIALITY.** District recognizes that Consultant has and will have the following information:

- | | | | |
|----|---|----|----------------------------|
| a. | products | g. | process information |
| b. | prices | h. | technical information |
| c. | costs | i. | customer lists |
| d. | discounts | j. | product design information |
| e. | future plans | | |
| f. | business affairs | | |
| k. | Records of projects and relevant organizational improvement actions and efforts. Plus any and all types of intellectual property including foreground, background and sideground. Plus financial records of all descriptions, and personnel records for employees and volunteers. | | |

and other proprietary information (collectively, "Information") which are valuable, special and unique assets of Tualatin Hills Park & Recreation District and need to be protected from improper disclosure. In consideration for the disclosure of the Information, Consultant agrees that Consultant will not at any time or in any manner, either directly or indirectly, use any Information for Consultant's own benefit, or divulge, disclose, or communicate in any manner any Information to any third party without the prior written consent of District. Consultant will protect the Information and treat it as strictly confidential. A violation of this paragraph shall be a material violation of this Agreement.

16. **UNAUTHORIZED DISCLOSURE OF INFORMATION.** If it appears that Consultant has disclosed (or has threatened to disclose) Information in violation of this Agreement, District shall be entitled to an injunction to restrain Consultant from disclosing, in whole or in part, such Information, or from providing any services to any party to whom such Information has been disclosed or may be disclosed. District shall not be prohibited by this provision from pursuing other remedies, including a claim for losses and damages.

17. **CONFIDENTIALITY AFTER TERMINATION.** The confidentiality provisions of this Agreement shall remain in full force and effect after the termination of this Agreement.

18. **RETURN OF RECORDS.** Upon termination of this Agreement, Consultant shall deliver all records, notes, data, memoranda, models, and equipment of any nature that are in Consultant's possession or under Consultant's control and that are District's property or relate to District's business.
19. **DUTY TO INFORM.** Consultant shall give prompt written notice to District if, at any time during the performance of this contract, Consultant becomes aware of actual or potential problems, faults or defects in the project, any nonconformity with the contract, or with any federal, state, or local law, rule or regulation, or has any objection to any decision or order made by District. Any delay or failure on the part of District to provide a written response to Consultant shall constitute neither agreement with nor acquiescence in Consultant's statement or claim and shall not constitute a waiver of any of District's rights.
20. **NOTICES.** All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

IF for District:

Tualatin Hills Park & Recreation District
Risk and Contract Manager
15707 SW Walker Road
Beaverton, Oregon 97006

IF for Consultant:

Berry, Dunn, McNeil & Parker LLC
Chad Snow
COO
2211 Congress St.,
Portland, Maine 04101

Such address may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

21. **ENTIRE AGREEMENT.** This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.
22. **AMENDMENT.** This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.
23. **SEVERABILITY.** If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or

unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

24. **WAIVER OF CONTRACTUAL RIGHT.** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.
25. **PROVISION FOR ATTORNEYS FEES.** In any suit or action over the terms of this Agreement the prevailing party is entitled to recover its reasonable attorney fees in addition to all other fees and costs to which it is entitled. Prior to the initiation of any suit or action, the parties must participate in mediation. Mediation will proceed according to the Arbitration Service of Portland, Inc. Costs imposed by Arbitration Service of Portland, Inc. will be borne equally by the parties. With respect to any other costs and fees related to mediation, each party will bear their own, including attorney fees.
26. **APPLICABLE LAW.** The laws of the State of Oregon shall govern this Agreement. Venue shall be in Washington County, Oregon.

Party receiving services:

Tualatin Hills Park & Recreation District

By: _____
Doug Menke
General Manager

Party providing services:

Berry, Dunn, Mcneil & Parker LLC

By: _____
Chad Snow
COO

EXHIBIT “A”

1. DESCRIPTION OF SERVICES:

Tualatin Hills Park & Recreation District (hereafter THPRD) is seeking to complete the implementation of a Tyler Munis ERP system (hereafter The ‘System’). THPRD wishes to use DASPS-3111-19 authority to commission advice and guidance from external consultants who are approved signatories to DASPS-3111-19, in order to define and steer organizational change and development among the staff and management at THPRD, in order to complete the implementation of the System.

This contract shall bind consultant to delivery of the Narrative Work Plan contained herein. Narrative Work Plan consisting of two phases as described in the attached proposal from Berry Dunn, McNeil and Partners LLC dated June 20th 2022

Agreement is valid until 1 August 2024 subject to THPRD budget approval.

2. PAYMENT TERMS:

The work plan shall be delivered as described in this document under ‘Narrative Work Plan’ . As each component listed below and in the plan, is delivered by Consultant, it shall be examined by authorized THPRD staff, who shall have 30 days to accept or reject in writing, such submission. The submission will then be either a) Accepted, or b) Rejected, based upon the THPRD interpretation of whether the submission meets agreed specifications. If the submission is accepted, then payment for the accepted and completed work shall be made by THPRD to Consultant within 30 days of the approval. If the submission is rejected, the THPRD authorized staff shall indicate to Consultant the reason for rejection, and may authorize consent for the consultant to refine and resubmit the submission within 14 days, at which point THPRD shall have 30 days to accept or reject such submission, based upon the THPRD interpretation of whether the submission meets agreed specifications.

The work described in the proposal attached and its content which is regarded as a 'Narrative work plan' shall be detailed in arrears by Berry Dunn as a breakdown of the hours BD consultants spend working in THPRD and this detail shall be submitted to THPRD for approval. The expectation is for around 80 hours monthly.

Review of invoice and approval by THPRD shall take the form of a THPRD review of the hours against THPRD impression of BerryDunn’s participation and performance as a value-add service provider to help keep THRPD and Tyler on track for go-live. If there is any question about that participation and performance, then THPRD and Berry Dunn shall discuss the relevant issues and Berry Dunn shall make make appropriate adjustments to their work.

Project Total for this portion NOT TO EXCEED \$331,200. Only.

3. EXPENSE REIMBURSEMENT.

It is anticipated that due to travel restrictions, this project is expected to be delivered either remotely, or using a hybrid model of part remote and part onsite working. The not to exceed figure

for travel is \$15,000. Travel payments shall be based on reimbursement of actual travel, with airline costs being for coach class, and daily per diem rates capped at \$250.00 per person, per day, plus local taxes.

4. SPECIAL INSURANCE REQUIREMENTS.

Not Applicable or list specifics.



PROPOSAL TO
**Tualatin Hills Park and Recreation
District, Oregon**

TO PROVIDE
Implementation Oversight Services

BerryDunn
2211 Congress Street
Portland, ME 04102-1955
207.541.2200

Chad Snow, Principal
csnow@berrydunn.com

Erin Provazek, Engagement Manager
eprovezek@berrydunn.com

Revised Proposal Submitted On:
June 20, 2022

June 20, 2022

Paul Calkin, IS Project Manager
Tualatin Hills Park and Recreation District
15707 SW Walker Road
Beaverton, OR 97006

Sent via email to p.calkin@thprd.org

Dear Mr. Calkin:

Thank you for the opportunity to submit this proposal discussing how our consulting team may assist the Tualatin Hills Park and Recreation District (THPRD) by providing Software Implementation Services during its Tyler Technologies (Tyler) Enterprise ERP (formerly Munis) Software implementation. We value the THPRD as an existing client, and we appreciate the time you have taken to reach out to our team and discuss your goals for this initiative.

BerryDunn is a nationally recognized independent management and information technology (IT) consulting firm focused on inspiring organizations to transform and innovate. As a Limited Liability Company (LLC) formed in 1974 with 54 principals and 28 owners, BerryDunn has experienced sustained growth throughout our 48-year history by delivering a high level of service to clients in all 50 states, the Commonwealth of Puerto Rico, and in Canada.

We have a dedicated Local Government Practice Group with a specialized Technology Management Practice that focuses on supporting local government entities like THPRD to assess technology needs, strengthen technology services, and develop strategic technology direction to address challenges and embrace opportunities for improvement.

Additionally, our Parks, Recreation, Libraries Practice works exclusively with parks, recreation, and library agencies such as THPRD to optimize business processes, goals, and strategies in order to better serve their constituents.

Figure 1: BerryDunn's Local Government Practice Group Structure



Understanding THPRD's Needs

We understand that THPRD is currently transitioning from its legacy enterprise resource planning (ERP) system, Springbrook, to Tyler Enterprise ERP. We have worked with THPRD over the past several months to assess THPRD's progress on its implementation and to provide recommendations and project governance set-up to restart the implementation, going into Phase 3 – Financial Modules.

THPRD now requests the support of a consultant who can provide implementation oversight services that align with BerryDunn's recommendations in the Project Restart Needs Assessment Report, Project Charter, and Project Management Plan. BerryDunn also understands THPRD's goal of implementing only the features and functions in the Enterprise ERP [Munis] financial modules that will result in a "minimum viable product" (MVP) implementation, as the focus is to retire Springbrook. As of the date of this proposal, THPRD notified BerryDunn that the following financial modules of Enterprise ERP [Munis] will not be part of the MVP implementation:

- Budgeting
- Capital Assets
- Contract Management
- Employee Expense Reimbursement
- Project & Grant Accounting

BerryDunn is aware of the internal staffing constraints THPRD has related to the implementation, and can work with THPRD to negotiate the project schedule with Tyler to balance the goals of the project restart with the current staffing constraints.

While the MVP implementation is the goal for this phase of the implementation, THPRD will expand the use of Enterprise ERP [Munis] after essential functions are being performed in a production environment and Springbrook is decommissioned.

THPRD has indicated a preferred MVP go-live date of January 1, 2024; however, THPRD's Phase 3 implementation timeline has not yet been established with Tyler. Based on BerryDunn's experience with Enterprise ERP [Munis] implementations, we recommend go-lives of financial modules at calendar or fiscal year end dates. As such, if an MVP implementation timeline cannot be established for a January 1, 2024 go-live, we recommend selection of July 1, 2024 as an alternative go-live date.

BerryDunn's Project Restart Needs Assessment Report identified several themes from the THPRD Phase 1 implementation and 25 recommendations for effectively restarting and completing the implementation. It is imperative that the recommendations made by BerryDunn are followed during the MVP implementation. Of note, the project governance structure, including roles and acceptance and execution of responsibilities of those roles, should be one of the primary focuses of THPRD as the restart begins. Many of the recommendations must be performed holistically by THPRD staff; however, BerryDunn can assist to help ensure that all recommendations are followed throughout the duration of the MVP implementation. This is THPRD's implementation and the desire to make it successful must come from within.

How Our Team Can Help

As evident in the key points that follow, we have a strong desire to partner with THPRD on this initiative. We have a clear understanding of the work effort required; extensive experience conducting similar projects; and several notable attributes that differentiate us from other proposers, as described below and on the following page.



Our extensive experience with the Tyler Enterprise ERP [Munis] software systems and related implementation methodologies

We have more experience with Enterprise ERP [Munis] than with any other ERP software system, and have assisted more than 30 clients with Enterprise ERP [Munis] implementation projects. As such, we are very familiar with their related implementation methodologies and their functional and technical capabilities. We will leverage our project team's vast experience to help ensure that THPRD's implementation is approached with an attention for detail and with an existing familiarity of its current environment.



Our flexibility allows us to build our services around THPRD's requested focus areas.

We have worked with public-sector entities both large and small, and we understand that no two projects are alike. We take pride in our ability to adapt our approach to the unique needs of each client, and our past clients have appreciated our willingness to adapt to their needs. This mindset plays a foundational role in how we measure the success of our portfolio of similar projects.



Our comprehensive project management approach, which includes change management methodologies

Our work for THPRD will be guided by established project management methodologies and best practices as defined by the Project Management Institute® (PMI®) as well as inputs from Agile and Lean principles. Additionally, we know the important role organizational change management (OCM) plays in implementation processes. Therefore, we integrate a disciplined change management approach to our work, using Prosci® and other leading change management methodologies and best practices as a foundation. This integration will help ensure the THPRD's stakeholders have opportunities to provide input, support, and buy-in for all decisions to help increase the likelihood of implementation success.



Our in-depth understanding of the public sector

Our consultants work exclusively with public-sector clients like THPRD, and our team will be comprised of former public-sector employees. As a result, we have a deep understanding of government operations, staffing needs, and the business processes required to provide necessary services to internal divisions and the constituents you serve. We understand your goals, challenges, and objectives because we have held similar positions.

Our Approach

Overview

BerryDunn strives to be flexible when it comes to development and execution of an effective work plan. We understand that no two projects are exactly alike and believe that **one of the primary reasons we have been successful with similar projects is our willingness to be flexible in adapting to our clients' unique needs.**

The overarching benefits THPRD can expect from our approach include:

- ▶ A methodology based on our extensive experience conducting similar projects
- ▶ Quality assurance processes that incorporate THPRD's review and approval of all deliverables and key milestones
- ▶ Built-in project management and change management best practices—focused on keeping the project on time, on budget, and progressing at a healthy pace—for THPRD's stakeholders to understand how and why the new system will affect their day-to-day roles
- ▶ A comprehensive approach to THPRD's desired scope of services, helping THPRD's staff to trust and feel confident in the work completed and the plans for moving forward

Details

- 1. Conduct initial project planning.** We will host an initial project kickoff teleconference with THPRD's project manager and support staff to confirm project goals, objectives, and expectations. During this meeting, we will discuss methods of creating effective communication between BerryDunn and THPRD staff, such as ongoing telephone / teleconference / email check-ins and status reports.
- 2. Update the Project Charter.** We will update THPRD's Project Charter to encompass the full scope of THPRD's implementation. Updates to this document will include adding BerryDunn's team as stakeholders with specific roles. We will provide THPRD with the updated Project Charter and facilitate a work session with THPRD's project management team (PMT) to discuss the document and collect feedback. We will then update the document and submit it to THPRD in final form.
- 3. Review Tyler's implementation plans.** We will provide an in-depth review of Tyler's implementation plans, including the Management Plan and Project Plan. We will discuss our recommended changes and considerations with the THPRD PMT before communicating requested changes to Tyler. The goal is to collaboratively discuss preferred changes based upon THPRD's, Tyler's, and BerryDunn's collective experience and perspective for the most advantageous, but MVP.
- 4. Update the Project Management Plan.** Following the review of Tyler's plans, we will update any necessary supplemental materials we believe to be critical to THPRD's implementation. These may include further definition of stakeholders, risk management, project documentation, and other items. The particular content areas will be determined by what is included in the Tyler's plans, with the goal of removing any redundancy that may cause confusion to project stakeholders. This document will be reviewed and confirmed with the THPRD PMT before being put into use.
- 5. Conduct implementation activities.** Table 1 presents the estimated level of effort, in monthly hours, for BerryDunn staff to conduct implementation oversight services

One of the keys to project success is enabling THPRD’s team to take on appropriate roles and responsibilities and to make informed decisions for both implementation and long-term operational success and ownership of the software. Our project management approach is designed with this in mind. Throughout the implementation, we will bring our prior implementation and local government experience to provide a forward-looking perspective, reduce risk, and promote the achievement of the goals and objectives. We anticipate being involved in the key project management activities of the implementation as described on the following pages.

Table 1: System Implementation Oversight Service Level of Effort

Level	Description	Estimated Monthly Staff Hours
Implementation Oversight	With this level of service, we will act as an active advisor to an individual THPRD designates as project manager. We will also lead select implementation activities we mutually agree upon. These will likely include project plan reviews, configuration and analysis support, testing, training, and production cutover support.	80

We are flexible in our approach and would like to accommodate THPRD’s preferences to help ensure budget and implementation needs are met. We would be happy to refine these options upon discussions with THPRD at the appropriate time. On the following pages, we outline the key anticipated activities and tasks in which we would be involved.

Task
Reviewing the Project Plan and Schedule in conjunction with other PMT members
Helping ensure that the THPRD PMT stays focused, tasks are completed on schedule, and the project stays on track
Holding monthly meetings with the THPRD’s executive committee to update project status and to research a verdict on any escalated process decisions that need to be made
Reviewing the project budget, including change orders and Tyler’s contract compliance
Monitoring and consulting on collaboration between Tyler and the THPRD project and technical resource teams to promote a high-performing and highly available MVP deployment
Reviewing Tyler invoices against project milestones prior to payment
Facilitating as-is/to-be process mapping exercises with THPRD functional leads after conclusion of current-state/future-state analysis sessions with Tyler. BerryDunn and THPRD will agree on which processes should be documented by BerryDunn, focusing on those that will incite the greatest changes to operating procedures.
*Each process is estimated to take 8 hours of BerryDunn time for collection, depiction, review, and finalization of process diagrams.
Monitoring and consulting on the development of workflow business rule/approval processes with Tyler and THPRD staff, and present workflow representation template(s) to aid in visual representation of workflow business rules for training and comprehension

Monitoring and consulting on the data conversion process with Tyler and THPRD staff

Monitoring and consulting on the development of software interfaces/integrations with Tyler and THPRD staff

Working with Tyler and THPRD staff to help ensure Tyler accountability by:

- Identifying any opportunities to leverage technical enhancements to improve the products and services delivered to THPRD
- Facilitating the gathering a sharing of any technical information requested by Tyler

Providing risk management, including the following:

- Identifying project risks
- Developing mitigation strategies
- Communicating project risks to THPRD and Tyler staff
- Assigning key activities to mitigate or resolve project risks
- Providing weekly or biweekly tracking of project risks and issues, completed tasks, and upcoming project activities

Providing change management oversight, including the maintenance of the change management plan that might include the following:

- Target state definition
- Change structure and governance approach
- Change impact assessment
- Stakeholder (or user) analysis
- Communication plan
- Behavior change plan

Facilitating the user acceptance testing (UAT) process, including:

- Reviewing Tyler's test plan and any applicable test scripts
- Assessing testing activities
- Recommending modifications to the testing plan to increase the likelihood of success
- Directing THPRD staff in the development of tailored test scripts
- Managing logistics related to scheduling UAT activities
- Providing analysis of test results
- Overseeing regression testing and required configuration changes

Facilitating oversight of Tyler training activities, including:

- Reviewing Tyler's training plan and training materials
- Overseeing Tyler's training activities
- Recommending modifications to the training delivery
- Providing feedback on Tyler's training documentation
- Performing a go-live readiness assessment
- Providing go-live support

Facilitating work sessions to identify and document post-live support and governance considerations, including:

- Change control
- Ongoing staff education and training
- Upgrade coordination
- Support processes

6. Conduct a project closeout work session and document results in a Project Closeout Memo.

This work session will involve discussing project lessons learned, measuring achievement of project goals and objectives, discussing incomplete implementation tasks, conducting transition planning for moving to long-term operation of the software solution and associated policies and processes, and setting goals for THPRD's continued implementation of modules or functions not adopted with the MVP implementation. We will document all the items discussed in a Project Closeout Memo.

Introducing Our Team

Our work for THPRD will be led by Project Principal Chad Snow and Engagement Manager Erin Provazek. When appropriate, we will select a highly qualified team member from BerryDunn to provide the proposed oversight services. We will work with THPRD to make certain that this team member is the best fit to lead the desired scope of work.

Below, we provide information related to our known project team members' experience, qualifications, and proposed roles. Full resumes are provided in Appendix A.

PROJECT PRINCIPAL

Has overall responsibility for the services we have proposed to the District.



Chad Snow, PMP®

Chad is the principal and leader of BerryDunn's Local Government Practice Group. He has more than 28 years of experience working with local government agencies as well as extensive experience assisting government clients with project management, technology planning, business process improvement, system implementation and design, and enterprise systems.

Prior to joining BerryDunn, Chad worked for Tyler for six years, where he provided process consulting and software reviews to more than 40 municipal, county, and state agencies, as well as conducted gap-fit analyses and developed business process recommendations to meet the needs of his implementation clients.

ENGAGEMENT MANAGER

Serves as a primary point of contact for THPRD, helps ensure all expectations are met, and assists in the timely delivery of project deliverables.



Erin Provazek, MBA, CGCIO, ITIL, Prosci® CCP, PMP®, COBIT 2019

Erin is a manager in BerryDunn's Local Government Practice Group. She is an experienced information systems (IS) executive with extensive public-sector experience. Most recently, she served as the Assistant IT Director for the City of College Station, Texas. With over 20 years of experience working with local government agencies and extensive experience assisting public-sector entities in planning, problem solving, and service delivery, Erin has demonstrated skills in enhancing operational efficiency and maximizing use of limited resources.

In addition to serving THPRD previously, Erin's clients include Guilford County, North Carolina; the City of Belmont, California; the Cities of Irving, Weatherford, Grand Prairie, and Sugar Land, Texas, among others.

Proposed Fees

BerryDunn is pleased to propose an hourly rate of \$230 valid for 120 days following proposal submission, with expenses billed separately. We will bill these services as-incurred. BerryDunn does not charge for time spent traveling, so THPRD will only be billed for time BerryDunn team members spend working on THPRD's project.

Table 2, below, provides BerryDunn's estimated hourly commitment and estimated costs for implementation oversight services. THPRD has indicated a preferred go-live date of January 1, 2024. As such, we have assumed 18 months of implementation oversight activities, to include short-term post-go-live oversight. THPRD's Phase 3 implementation timeline has not yet been established with Tyler. As such, the estimated monthly hours in Table 2 and the costs below are representative of our assumed 18 month implementation, with an alternate implementation timeline of 24 months.

Table 2: Estimated Hours and Costs

Service Level	Estimated Hours	Cost
Implementation Oversight for an 18-month implementation	1,440	\$331,200
Implementation Oversight for a 24-month implementation	1,920	\$441,600

We have also included estimated travel expenses for implementation oversight services. These expense estimates assume three days of on-site work for each trip. Actual expenses will be billed as-incurred.

Table 3: Estimated Travel Expenses

Service Level	Estimated Cost Per Trip	Estimated Number of Trips	Cost
Implementation Oversight	\$1,500	10	\$15,000

In Closing

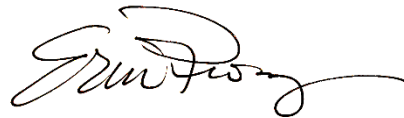
We value the THRPD's openness and flexibility in discussing our proposed services. No matter how many organizations we assist, we will help ensure the experience is tailored to the nuanced needs and resources of our clients.

Thank you again for the chance to present our approach, experience, and desire to work with THPRD. Should you have any questions, or if you would like to discuss this proposal, please do not hesitate to contact our team directly. We appreciate the opportunity to continue working with THPRD and to assist with this important initiative.

Sincerely,



Chad Snow, PMP® | Principal
207-541-2294 | csnow@berrydunn.com



Erin Provazek, ITIL (F), CGCIO, PMP®, Prosci® CCP, COBIT 2019 | Manager
207-842-8054 | eprovazek@berrydunn.com

Appendix A. Resumes



Chad Snow, PMP®

Project Principal

Chad has more than 27 years of experience working with local government agencies and has extensive experience assisting government clients with project management, technology planning, business process improvement, system implementation and design, and enterprise systems. Prior to joining BerryDunn in 2006, Chad worked for a public-sector system vendor, where he provided in-depth demonstrations on ERP, revenue, and public safety applications to prospective government clients in addition to providing project management and implementation support. He also served as a Maine police officer for 10 years.

Relevant Experience

Strategic Technology Planning Chad has led numerous strategic technology planning initiatives during his time at BerryDunn and has been instrumental in establishing a flexible methodology that can be applied to park districts, 100-person county IT departments, and small technology divisions seeking to bring operations in-house. His engagement style is defined by establishing clear expectations and developing meaningful relationships with stakeholders to help identify necessary technology projects, gaps in service, and a clear path to continued growth and exceptional services.

Operational and Organizational Assessments: Chad has over 20 years of experience leading local government operational and organizational assessments. Past projects have focused on analyzing organizations' operational efficiency and progress against strategic and tactical goals. Components of these projects, include, but are not limited to, scope involving staffing, organizational structure review, and collaboration across departments.

Key Local Government Clients

- City of Allen, TX
- City of Beaverton, OR
- City of Bloomington, MN
- City of Boca Raton, FL
- City of Cambridge, MA
- City of Greensboro, NC
- City of Midland, TX
- City of Philadelphia, PA
- City of Santee, CA
- City of Wilmington, NC
- Galveston County TX
- Goochland County, VA
- Loudon County, VA
- Metro Parks Tacoma, WA
- Montgomery County, PA
- Sonoma Resource Conservation District, CA
- Tampa Port Authority, FL
- Town of Greenwich, CT
- Town of Leesburg, VA
- Town of Wells, ME

Education and Memberships

BA, Criminology, University of Southern Maine

AS, Law Enforcement Technology, Southern Maine Technical College

Project Management Professional® (PMP®), Project Management Institute®



Erin Provazek, MBA, Prosci® CCP, CGCIO, ITIL, PMP®
Engagement Manager

Erin is a manager with over 20 years of experience performing and managing all levels of IT operations and projects for local governments. Her operational experience includes IT service management design and operation; building technology focused strategic business partnerships with organization business units; extensive project management; data management; and budgeting.

Relevant Experience

Assistant IT Director and Business Systems Manager (BSM): Erin managed, supervised, set goals and achievements, and performed strategic planning. Erin directly supervised software divisions, business processes, desktop user environments, and customer support for all technical programs. Erin also managed the administration, set-up, maintenance, inventory, and integration of enterprise hardware, application servers, and software. Erin evaluated, analyzed, supported, and modified existing and/or proposed databases, systems, interfaces, and related devices. She provided technical direction and support for information modeling concepts, data access, and reporting tools.

ERP System Implementations: Erin has over 20 years' experience implementing technology solutions, from IT infrastructure to enterprise applications solutions for all local government departments' operations. These implementations include identification of business needs and requirements, selection of solutions based on those business needs, managing the implementation and deployment of the solutions, and preparing the solution for ongoing operational support. Erin's implementation strategies align operational needs with enterprise technology management practices, improving partnerships with technology providers and users within the organization.

IT Strategic Planning and Assessments: Erin has led over 10 IT strategic planning and assessment engagements with BerryDunn's local government clients. Erin utilizes her industry experience and knowledge of local government operations to assist clients align technology strategy with organizational operations and needs, while utilizing best practices and IT governance frameworks.

Key Local Government Clients

- City of Coronado, CA
- City of Belmont, CA
- City of Bettendorf, IA
- City of Denton, TX
- Town of Mount Pleasant, SC
- Mobile County Health Department, AL
- City of Fountain Valley, CA
- City of Irving, TX
- City of Pasco, WA
- Sonoma Resource Conservation District, CA
- Galveston County, TX
- Metro Parks Tacoma, WA
- City of Oxnard, CA

Education and Memberships

BBA, Information and Operations Management, Texas A&M University

Harvard Executive Education Program, "Leadership for the 21st Century: Chaos, Conflict and Courage"

MBA, Information Technology Management, Western Governors University

Certified Project Management Professional®

Information Technology Infrastructure Library (ITIL) v3 Foundations Certified

Prosci® Certified Change Management Practitioner

Certified Government Chief Information Officer (CGCIO), University of North Carolina Chapel Hill

COBIT 2019 Foundation Certified



MEMORANDUM

DATE: July 27, 2022
TO: Doug Menke, General Manager
FROM: Aisha Panas, Park Services Director
RE: **Operations Update**

Introduction

Tualatin Hills Park & Recreation District staff continue to work within a revised spending plan model in order to best manage expenditures in an environment in which lower overall revenue is expected. The district has experienced dramatic shifts in programming and operational levels due to the COVID-19 pandemic, and staff have successfully managed the resulting challenges by working within a revised spending plan over the last several fiscal years.

At the August 10 meeting, staff will share an operations update with the board of directors, including a recap of the last fiscal year, upcoming events and programs, expected construction closures, and planned reopening dates for facilities.

Action Requested

No formal action is being requested at this time; informational update only.



MEMORANDUM

DATE: July 22, 2022
TO: Doug Menke, General Manager
FROM: Aisha Panas, Park Services Director
RE: **Downtown Beaverton Parks & Open Space Framework Plan**

Introduction

THPRD and the City of Beaverton (“city”) have partnered on a planning effort for downtown Beaverton parks and open space. Staff will present an update on the planning efforts at the August 10 board meeting.

Background

In November of 2021, the city and THPRD hired consultants Agency Landscape + Planning and Mayer/Reed Landscape Architects to complete the Downtown Parks & Open Space Framework Plan. The goals of the plan are to: 1) Build on previous plans and outreach to reflect community priorities; 2) Describe the types of parks and recommend general areas for new or improved parks, natural areas and open spaces; 3) Identify amenities for an attractive, livable, and economically vibrant mixed-use downtown; 4) Determine a look and feel of amenities; 5) Ensure that all spaces are welcoming, inclusive, and accessible to everyone; and 6) Outline an implementation strategy which includes both immediate and future actions.

To date, the planning team has completed the existing conditions analysis of the downtown area. The initial community engagement phase is currently compiling all the input gathered by the project team. The team will be drafting the plan for public review in August/September. Staff anticipates providing another board update in October and then returning in December or January to seek board approval.

Proposal Request

No formal board action is being requested but staff is seeking board support and input.

Outcomes of Proposal

With ongoing and anticipated growth in downtown Beaverton, it is crucial to plan for the appropriate level of parks and open space. Performing this work in partnership with the city will not only strengthen the partnership between the city and district but help ensure downtown develops into a truly unique and livable area – melding the built environment with natural areas and recreation opportunities.

Public Engagement

The planning team has successfully reached out to hundreds of people to gather input for the downtown parks and open space plan. Several methods of engagement have been used including:

- Reviewing results from previous planning projects such as the THPRD Vision Action Plan, Beaverton Downtown Urban Design Framework Plan, and the Downtown Equity Strategy.
- Presenting to five city or THPRD advisory committees, including a meeting of the THPRD Joint Advisory Committees, Beaverton Central Neighborhood Advisory

Committee, Housing Technical Advisory Group, Climate Action Task Force and Urban Renewal Advisory Committee.

- Tabling at ten community events such as the Beaverton Farmer's Market, Beaverton Pride, the Beaverton Night Market, THPRD's Marhaba event, and a THPRD Concert in the Park.
- Holding ten focus groups with community-based organizations, including Tribal-, Accessibility-, and BIPOC-focused groups as well as language-based focus groups for those who speak Korean, Spanish, Arabic, Chinese, Vietnamese, and Russian.
- Youth engagement through THPRD's afterschool THRIVE programs across the district, local high school classes, and the Mayor's Youth Advisory Board.
- Distributing and promoting a visual online survey in English and Spanish.

At the focus groups, youth engagement, and tabling events, we asked community members for their input on park types, activities, the look and feel of park spaces, and how to make parks welcoming and inclusive.

The team also used a project web site, interested party list, listserv and social media to conduct outreach.

This outreach resulted in thousands of comments from hundreds of community members. The second phase of the project's engagement plan will include seeking input from the public on the draft plan. Staff anticipates this occurring in September/October.

Action Requested

No formal board action is being requested at this time. Staff will return to seek board of directors' input on the draft framework plan in fall of 2022.



MEMORANDUM

DATE: July 26, 2022
TO: Board of Directors
FROM: Doug Menke, General Manager
RE: **General Manager's Report**

BSD Migrant Education Program / Centro Partnership Update

Lulú Ballesteros, Cultural Inclusion Coordinator, will share an update on the district's partnership with the Beaverton School District's Migrant Education Program, and our on-going collaboration to improve access and support for migrant families. Working together, both agencies have greatly improved participation and service delivery for migrant families and expanded the reach of the district's successful Centro de Bienvenida / Registration Welcome Center.

RESOLUTION NO. 2022-11

A RESOLUTION OF THE TUALATAN HILLS PARKS AND RECREATION DISTRICT SUPPORTING PASSAGE OF METRO COUNCIL LOCAL OPTION LEVY RENEWAL

WHEREAS, the Metro Council has proposed a renewal of the 5-year Local Option Levy voters passed in 2016, to be voted on November 8, 2022; and

WHEREAS, Metro cares for 18,000 acres of parks and natural areas and 170 miles of stream and river frontage; and

WHEREAS, if passed, the levy renewal would raise \$98.3 million over the next five years, and allow Metro to increase access to nature by ensuring parks and natural areas are close to home and accessible to everyone; and

WHEREAS, with Metro’s current local option levy set to expire in June 2023, continued funding for non-capital operation and maintenance costs is critical to ensure the protection of Metro’s existing and future parks and natural areas and restoration, water quality and access to nature priorities; and

WHEREAS, the levy would continue to cost 9.6 cents per \$1,000 of assessed property value and the average homeowner would pay \$52 per year; and

WHEREAS, the Board of Directors of the Tualatin Hills Park & Recreation District believe that this levy will improve existing regional parks by making them safer and more welcoming, and preserve our region’s water quality, wildlife habitat, and legacy of natural beauty for future generations.

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

The Tualatin Hills Park & Recreation District Board of Directors offers its unqualified support for voter approval of the Metro Council’s Local Option Levy and urges voters to vote “yes” on November 8, 2022.

Approved by the Tualatin Hills Park & Recreation District Board of Directors on the 10th day of August 2022.

Felicitia Montebianco, President

Barbie Minor, Secretary

ATTEST:

Jessica Collins, Recording Secretary

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 06/30/2022

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

Description	Project Budget				Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under		
	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	Current Year
	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)	
GENERAL FUND												
CAPITAL OUTLAY DIVISION												
<u>CARRY FORWARD PROJECTS</u>												
Financial Software	803,958	598,000	-	803,958	598,000	372,352	36,729	394,877	Award	803,958	431,606	166,394
Community Event Furnishings	4,000	4,000	-	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-
Roof Repairs and Analysis	115,000	115,000	-	115,000	115,000	4,420	9,618	100,962	Budget	115,000	110,580	4,420
Boiler	188,000	188,000	-	188,000	188,000	1,604	153,650	32,746	Award	188,000	186,396	1,604
Pool Tank (CRAC)	463,083	1,622,055	500,000	2,318,723	2,122,055	196,972	2,098,168	23,887	Award	2,319,027	2,122,055	-
Pump and Motor (4 sites)	48,000	48,000	-	48,000	48,000	-	40,801	-	Complete	40,801	40,801	7,199
ADA Improvements	25,000	25,000	-	25,000	25,000	-	5,514	19,486	Budget	25,000	25,000	-
10K Trailers	30,000	36,000	-	36,000	36,000	-	21,073	-	Complete	21,073	21,073	14,927
Minibus	37,000	42,920	-	42,920	42,920	-	32,934	-	Complete	32,934	32,934	9,986
Irrigation Systems (4 sites)	47,500	47,500	-	47,500	47,500	-	30,802	16,698	Award	47,500	47,500	-
TOTAL CARRYOVER PROJECTS	1,761,541	2,726,475	500,000	3,629,101	3,226,475	575,349	2,429,291	592,655		3,597,294	3,021,946	204,529
<u>ATHLETIC FACILITY REPLACEMENT</u>												
Athl Field Poles-Light Rplc			25,000	25,000	25,000	-	11,600	8,500	Award	20,100	20,100	4,900
TOTAL ATHLETIC FACILITY REPLACEMENT			25,000	25,000	25,000	-	11,600	8,500		20,100	20,100	4,900
<u>PARK AND TRAIL REPLACEMENTS</u>												
Playground Components			20,000	20,000	20,000	-	18,122	1,878	Award	20,000	20,000	-
Asphalt Pedestrian Pathways			148,150	148,150	148,150	-	117,480	30,670	Award	148,150	148,150	-
TOTAL PARK AND TRAIL REPLACEMENTS			168,150	168,150	168,150	-	135,602	32,548		168,150	168,150	-
<u>PARK AND TRAIL IMPROVEMENTS</u>												
Memorial Benches			25,000	25,000	25,000	-	8,067	2,763	Award	10,830	10,830	14,170
Raleigh Park Strm Culvert			-	-	-	-	1,597	42,600	Unbudgeted	44,197	44,197	(44,197)
THPRD Permanent Restrooms			-	-	-	-	10,534	20,793	Unbudgeted	31,327	31,327	(31,327)
Subtotal Park and Trail Improvements			25,000	25,000	25,000	-	20,198	66,156	-	86,354	86,354	(61,354)
Tualatin River Environmental Enhancement - Irrigation Improvements			100,000	100,000	100,000	-	-	-	Not Awarded	-	-	100,000
Tualatin River Environmental Enhancement - Raleigh Park Creek Improvements			100,000	100,000	100,000	-	-	-	Deferred	-	-	100,000
Westside Trail - ODOT Oregon Community Paths Grant			572,477	572,477	572,477	-	-	-	ODOT Managed	-	-	572,477
Clean Water Services - Raleigh Park Stream Enhancement			65,000	65,000	65,000	-	-	-	Deferred	-	-	65,000
Subtotal Park and Trail Improvements (Grant Funded)			837,477	837,477	837,477	-	-	-	-	-	-	837,477
TOTAL PARK AND TRAIL IMPROVEMENTS			862,477	862,477	862,477	-	20,198	66,156	-	86,354	86,354	776,123
<u>CHALLENGE GRANTS</u>												
Program Facility Challenge Grants			40,000	40,000	40,000	-	5,919	-	Complete	5,919	5,919	34,081
TOTAL CHALLENGE GRANTS			40,000	40,000	40,000	-	5,919	-		5,919	5,919	34,081
<u>BUILDING REPLACEMENTS</u>												
Westside Trail - ODOT Oregon Community Paths Grant matching funds			65,523	65,523	65,523	-	65,523	-	Complete	65,523	65,523	-
Ergonomic Equipment/Fixtures			6,000	6,000	6,000	-	-	-	Complete	-	-	6,000
Emergency Repairs			100,000	100,000	100,000	-	64,193	35,807	Budget	100,000	100,000	-
Parking Lot Study			10,000	10,000	10,000	-	4,910	-	Complete	4,910	4,910	5,090
Parking Lot Repair			100,000	100,000	100,000	-	87,222	12,778	Award	100,000	100,000	-
Cardio and Weight Equipment			40,000	40,000	40,000	-	-	-	Deferred	-	-	40,000
Roof Repairs			120,000	120,000	120,000	-	-	-	Deferred	-	-	120,000
Safety Equipment			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-
Pumps - Stuhr Center			-	-	-	-	-	2,000	Unbudgeted	2,000	2,000	(2,000)
Fencing - Fanno Farmhouse			-	-	-	-	4,843	-	Unbudgeted	4,843	4,843	(4,843)
Glycol Pump - Harman			-	-	-	-	-	3,000	Unbudgeted	3,000	3,000	(3,000)
Court Lamps - HMT Athletic Center			-	-	-	-	1,343	2,657	Unbudgeted	4,000	4,000	(4,000)
Water Heater - Raleigh			-	-	-	-	3,931	-	Unbudgeted	3,931	3,931	(3,931)
Mechanical Room Upgrades - Somerset			-	-	-	-	1,810	3,690	Unbudgeted	5,500	5,500	(5,500)
TOTAL BUILDING REPLACEMENTS			446,523	446,523	446,523	-	233,774	64,932		298,706	298,706	147,816
<u>ADA PROJECTS</u>												
ADA Imprvmnt - Picnic area			50,000	50,000	50,000	-	-	-	Deferred	-	-	50,000
ADA Imprvmnt - Facility access			75,000	75,000	75,000	-	-	-	Deferred	-	-	75,000
ADA Imprvmnt - Harman Swim			375,000	375,000	375,000	-	199,991	175,009	Award	375,000	375,000	-
ADA Imprvmnt - Ped Pathway			33,000	33,000	33,000	-	-	33,000	Budget	33,000	33,000	-
TOTAL ADA PROJECTS			533,000	533,000	533,000	-	199,991	208,009		408,000	408,000	125,000
TOTAL CAPITAL OUTLAY DIVISION	1,761,541	2,726,475	2,575,150	5,704,251	5,301,625	575,349	3,036,375	972,800		4,584,523	4,009,175	1,292,450

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 06/30/2022

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

Description	Project Budget				Project Expenditures		Estimated Total Costs			Est. Cost		
	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	(Over) Under
	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)	Current Year
INFORMATION SERVICES DEPARTMENT												
<u>INFORMATION TECHNOLOGY REPLACEMENTS</u>												
AEDs			9,000	9,000	9,000	-	8,102	-	Complete	8,102	8,102	898
Desktop Replacement			90,000	90,000	90,000	-	53,317	-	Complete	53,317	53,317	36,683
Key Card Readers			10,000	10,000	10,000	-	-	-	Deferred	-	-	10,000
LAN / WAN Equipment			6,000	6,000	6,000	-	(6,052)	12,052	Budget	6,000	6,000	-
Network Servers			50,000	50,000	50,000	-	59,306	-	Complete	59,306	59,306	(9,306)
Switches			50,000	50,000	50,000	-	34,879	15,121	Award	50,000	50,000	-
Security Cameras			45,000	45,000	45,000	-	5,515	39,485	Award	45,000	45,000	-
Large Format Printer			15,000	15,000	15,000	-	-	-	Deferred	-	-	15,000
TOTAL INFORMATION TECHNOLOGY REPLACEMENTS			275,000	275,000	275,000	-	155,067	66,658		221,724	221,724	53,276
TOTAL INFORMATION SYSTEMS DEPARTMENT			275,000	275,000	275,000	-	155,067	66,658		221,724	221,724	53,276
MAINTENANCE DEPARTMENT												
<u>FLEET REPLACEMENTS</u>												
Cordless Bckpck Eq Chrgr Bttry			11,000	11,000	11,000	-	11,040	-	Complete	11,040	11,040	(40)
Zero Turn Mowers			32,000	32,000	32,000	-	30,110	-	Complete	30,110	30,110	1,890
Grandstand Mowers			76,000	76,000	76,000	-	74,595	-	Complete	74,595	74,595	1,405
TOTAL FLEET REPLACEMENTS			119,000	119,000	119,000	-	115,744	-		115,744	115,744	3,256
<u>FLEET IMPROVEMENTS</u>												
Ventrac Mowers			63,218	63,218	63,218	-	67,463	-	Complete	67,463	67,463	(4,245)
Brush Cutter			-	-	-	-	3,680	-	Complete	3,680	3,680	(3,680)
TOTAL FLEET IMPROVEMENTS			63,218	63,218	63,218	-	71,143	-		71,143	71,143	(7,925)
TOTAL MAINTENANCE DEPARTMENT			182,218	182,218	182,218	-	186,888	-		186,888	186,888	(4,670)
GRAND TOTAL GENERAL FUND	1,761,541	2,726,475	3,032,368	6,161,469	5,758,843	575,349	3,378,329	1,039,458		4,993,135	4,417,787	1,341,056

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 06/30/2022

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

Description	Project Budget					Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under	
	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	Current Year
	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)	
SDC FUND												
<u>LAND ACQUISITION -CARRYOVER PROJECTS</u>												
Land Acq - N. Bethany Comm Pk	3,215,800	3,215,800	2,500,000	5,715,800	5,715,800	-	42,765	5,673,035	Budget	5,715,800	5,715,800	-
Subtotal Land Acq-N Bethany Comm Pk	3,215,800	3,215,800	2,500,000	5,715,800	5,715,800	-	42,765	5,673,035		5,715,800	5,715,800	-
Land Acq - N Bethany Trails	1,205,000	1,189,500	-	1,205,000	1,189,500	-	46,727	1,142,773	Budget	1,189,500	1,189,500	-
Subtotal Land Acq-N Bethany Trails	1,205,000	1,189,500	-	1,205,000	1,189,500	-	46,727	1,142,773		1,189,500	1,189,500	-
Land Acq - Bonny Slope West Neighborhood Park	1,500,000	1,500,000	-	1,500,000	1,500,000	-	-	1,500,000	Budget	1,500,000	1,500,000	-
Subtotal Land Acq-Bonny Slope West Neighborhood Park	1,500,000	1,500,000	-	1,500,000	1,500,000	-	-	1,500,000		1,500,000	1,500,000	-
Land Acq - Bonny Slope West Trails	250,000	250,000	-	250,000	250,000	-	-	250,000	Budget	250,000	250,000	-
Subtotal Land Acq-Bonny Slope West Trails	250,000	250,000	-	250,000	250,000	-	-	250,000		250,000	250,000	-
Land Acq - S Cooper Mtn Trail	1,035,000	1,035,000	344,000	1,379,000	1,379,000	-	8,475	1,370,525	Budget	1,379,000	1,379,000	-
Subtotal S Cooper Mtn Trail	1,035,000	1,035,000	344,000	1,379,000	1,379,000	-	8,475	1,370,525		1,379,000	1,379,000	-
Land Acq - S Cooper Mtn Nat Ar	846,000	846,000	-	846,000	846,000	-	300	845,700	Budget	846,000	846,000	-
Subtotal S Cooper Mtn Nat Ar	846,000	846,000	-	846,000	846,000	-	300	845,700		846,000	846,000	-
Land Acq - Neighborhood Parks - S Cooper Mtn	7,995,000	7,949,000	500,000	8,495,000	8,449,000	-	25,881	8,423,119	Budget	8,449,000	8,449,000	-
Subtotal Neighbobhood Parks - S Cooper Mtn	7,995,000	7,949,000	500,000	8,495,000	8,449,000	-	25,881	8,423,119		8,449,000	8,449,000	-
Land Acq - Neighborhood Parks - Infill Areas	1,466,240	1,452,740	1,000,000	2,466,240	2,452,740	-	90,138	2,362,602	Budget	2,452,740	2,452,740	-
Sub total Neighborhood Parks Infill Areas	1,466,240	1,452,740	1,000,000	2,466,240	2,452,740	-	90,138	2,362,602		2,452,740	2,452,740	-
TOTAL LAND ACQUISITION	17,513,040	17,438,040	4,344,000	21,857,040	21,782,040	-	214,286	21,567,754	-	21,782,040	21,782,040	-
Professional Services	-	-	100,000	100,000	100,000	-	13,918	86,082	Budget	100,000	100,000	-
Bethany Creek Trail #2, Segment #3 - Design & Development	1,845,000	50,000	-	1,845,000	50,000	1,151,815	4,931	45,069	Award	1,201,815	50,000	-
Building Expansion - site to be determined	995,000	995,000	-	995,000	995,000	-	-	995,000	Budget	995,000	995,000	-
New Amenities in existing parks	96,000	53,000	100,000	196,000	153,000	22,846	8,889	144,112	Budget	175,846	153,000	-
Fanno Creek Trail Seg. #5 - Scholls Ferry Rd. to 92 Ave.	250,000	250,000	-	250,000	250,000	1,403	1,156	247,440	Budget	250,000	248,597	1,403
MTIP Grant Match - Beaverton Crk. Trail Land Acq./ROW	247,000	212,000	-	247,000	212,000	61,216	19,369	166,415	Budget	247,000	185,784	26,216
MTIP Grant Match - Westside Trail, Segment 18	3,459,820	425,000	-	3,459,820	425,000	3,928,513	-	425,000	Award	4,353,513	425,000	-
Natural Area Master Plan	100,000	100,000	-	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-
Highland Park - Design and Permitting	420,000	320,820	-	420,000	320,820	120,216	23,727	276,057	Award	420,000	299,784	21,036
Neighborhood Park Construction - Highland Park (NWQ -6)	1,620,000	1,620,000	-	1,620,000	1,620,000	153,131	862,467	604,402	Award	1,620,000	1,466,869	153,131
Nghbd Pk Design Permitting / MP - North Bethany Heckman Road (NWQ)	55,000	55,000	384,200	439,200	439,200	-	-	439,200	Budget	439,200	439,200	-
North Bethany Park and Trail Development - Proj. Mgmt.	141,000	50,000	-	141,000	50,000	222,112	48,191	1,809	Award	272,112	50,000	-
North Bethany Park and Trail Improvements	338,000	120,000	-	338,000	120,000	167,519	-	120,000	Budget	287,519	120,000	-
NW Quadrant New Neighborhood Park #4 Development (Bonnie Meadow)	2,320,000	600,000	-	2,320,000	600,000	1,380,573	122,227	477,773	Award	1,980,573	600,000	-
NW Quadrant New Neighborhood Park Development (Crowell) Marty Ln	2,100,000	25,000	-	2,100,000	25,000	1,789,640	8,910	16,090	Award	1,814,640	25,000	-
RFFA Active Transportation Project Readiness Match - Westside Trail, H	215,000	129,000	-	215,000	129,000	264,910	74,221	54,779	Award	393,910	129,000	-
So. Cooper Mtn Park and Trail Development - Project Mgmt.	50,000	50,000	-	50,000	50,000	-	15,474	34,526	Budget	50,000	50,000	-
Somerset West Park - Additional funding for bond project	220,000	126,758	-	220,000	126,758	88,126	9,456	122,418	Award	220,000	131,874	(5,116)
Nghbd Pk Design Permitting / MP - Miller Road (SWQ-5)	275,000	150,900	717,200	992,200	868,100	3,468	595	867,505	Budget	871,568	868,100	-
Trail Development - 155th Ave Wetlands	500,000	487,208	-	500,000	487,208	37,017	68,202	394,781	Award	500,000	462,983	24,225
Nghbd Pk Design Permitting / MP - Baker Loop (SEQ-2)	173,500	111,177	445,625	619,125	556,802	46,515	188,654	383,956	Award	619,125	572,610	(15,808)
Cedar Hills Pk-addtl bond fdg	65,000	65,000	300,000	365,000	365,000	13,197	8,033	343,770	Budget	365,000	351,803	13,197
Subtotal Development/Improvements Carryover	15,485,320	5,995,863	2,047,025	17,532,345	8,042,888	9,452,217	1,478,420	6,346,183		17,276,820	7,824,603	218,285
<u>DEVELOPMENT/IMPROVEMENTS</u>												
Mt. View Champions Park Sport Court - Additional funding for bond project	-	-	400,000	400,000	400,000	-	-	400,000	Budget	400,000	400,000	-
North Johnson Creek Trail Master Planning - Project Management	-	-	40,000	40,000	40,000	-	47	39,953	Budget	40,000	40,000	-
Design & Develop Natural Areas for Public Access - South Cooper Mountain	-	-	500,000	500,000	500,000	-	-	500,000	Budget	500,000	500,000	-
Neighborhood Park Master Planning - Abbey Creek Phase II (NWQ-5)	-	-	69,200	69,200	69,200	-	9,560	173,367	Award	182,927	182,927	(113,727)
Neighborhood Park Master Planning - Pointer Road (NEQ-3)	-	-	135,100	135,100	135,100	-	6,277	128,823	Award	135,100	135,100	-
Regional Trail Development - Westside Trail #14	-	-	1,601,900	1,601,900	1,601,900	-	-	1,601,900	Budget	1,601,900	1,601,900	-
Beaverton Creek Trail Preliminary Engineering (MTIP-RFFA)	-	-	67,500	67,500	67,500	-	79	67,421	Budget	67,500	67,500	-
Downtown planning	-	-	50,000	50,000	50,000	-	37,500	12,500	Award	50,000	50,000	-
Cooper Mountain Planning	-	-	15,000	15,000	15,000	-	15,000	-	Budget	15,000	15,000	-
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	-	-	2,878,700	2,878,700	2,878,700	-	68,463	2,923,964	-	2,992,427	2,992,427	(113,727)
<u>UNDESIGNATED PROJECTS</u>												
Undesignated Projects	-	-	13,813,810	13,813,810	13,813,810	-	-	13,813,810	Budget	13,813,810	13,813,810	-
TOTAL UNDESIGNATED PROJECTS	-	-	13,813,810	13,813,810	13,813,810	-	-	13,813,810	-	13,813,810	13,813,810	-
GRAND TOTAL SDC FUND	32,998,360	23,433,903	23,083,535	56,081,895	46,517,438	9,452,217	1,761,170	44,651,711	-	55,865,097	46,412,880	104,558

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 05/31/2022

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

Description	Project Budget				Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under		
	Prior Year Budget Amount (1)	Budget Carryover to Current Year (2)	New Funds Budgeted in Current Year (3)	Cumulative Project Budget (1+3)	Current Year Budget Amount (2+3)	Expended Prior Years (4)	Expended Year-to-Date (5)	Estimated Cost to Complete (6)	Basis of Estimate	Project Cumulative (4+5+6)	Current Year (5+6)	Current Year
GENERAL FUND												
CAPITAL OUTLAY DIVISION												
<u>CARRY FORWARD PROJECTS</u>												
Financial Software	803,958	598,000	-	803,958	598,000	372,352	23,069	408,537	Award	803,958	431,606	166,394
Community Event Furnishings	4,000	4,000	-	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-
Roof Repairs and Analysis	115,000	115,000	-	115,000	115,000	4,420	9,618	100,962	Budget	115,000	110,580	4,420
Boiler	188,000	188,000	-	188,000	188,000	1,604	9,100	177,296	Award	188,000	186,396	1,604
Pool Tank (CRAC)	463,083	1,622,055	500,000	2,318,723	2,122,055	196,972	2,071,985	50,070	Award	2,319,027	2,122,055	-
Pump and Motor (4 sites)	48,000	48,000	-	48,000	48,000	-	40,801	-	Complete	40,801	40,801	7,199
ADA Improvements	25,000	25,000	-	25,000	25,000	-	-	25,000	Budget	25,000	25,000	-
10K Trailers	30,000	36,000	-	36,000	36,000	-	21,073	-	Complete	21,073	21,073	14,927
Minibus	37,000	42,920	-	42,920	42,920	-	32,934	-	Complete	32,934	32,934	9,986
Irrigation Systems (4 sites)	47,500	47,500	-	47,500	47,500	-	30,802	16,698	Award	47,500	47,500	-
TOTAL CARRYOVER PROJECTS	1,761,541	2,726,475	500,000	3,629,101	3,226,475	575,349	2,239,383	782,563		3,597,294	3,021,946	204,529
<u>ATHLETIC FACILITY REPLACEMENT</u>												
Athl Field Poles-Light Rplc			25,000	25,000	25,000	-	11,600	8,500	Award	20,100	20,100	4,900
TOTAL ATHLETIC FACILITY REPLACEMENT			25,000	25,000	25,000	-	11,600	8,500		20,100	20,100	4,900
<u>PARK AND TRAIL REPLACEMENTS</u>												
Playground Components			20,000	20,000	20,000	-	16,870	3,130	Award	20,000	20,000	-
Asphalt Pedestrian Pathways			148,150	148,150	148,150	-	36,480	111,670	Award	148,150	148,150	-
TOTAL PARK AND TRAIL REPLACEMENTS			168,150	168,150	168,150	-	53,350	114,800		168,150	168,150	-
<u>PARK AND TRAIL IMPROVEMENTS</u>												
Memorial Benches			25,000	25,000	25,000	-	8,067	2,763	Award	10,830	10,830	14,170
Raleigh Park Strm Culvert			-	-	-	-	-	42,600	Unbudgeted	42,600	42,600	(42,600)
Subtotal Park and Trail Improvements			25,000	25,000	25,000	-	8,067	45,363		53,430	53,430	(28,430)
Tualatin River Environmental Enhancement - Irrigation Improvements			100,000	100,000	100,000	-	-	-	Not Awarded	-	-	100,000
Tualatin River Environmental Enhancement - Raleigh Park Creek Improvements			100,000	100,000	100,000	-	-	-	Deferred	-	-	100,000
Westside Trail - ODOT Oregon Community Paths Grant			572,477	572,477	572,477	-	-	-	ODOT Managed	-	-	572,477
Clean Water Services - Raleigh Park Stream Enhancement			65,000	65,000	65,000	-	-	-	Deferred	-	-	65,000
Subtotal Park and Trail Improvements (Grant Funded)			837,477	837,477	837,477	-	-	-		-	-	837,477
TOTAL PARK AND TRAIL IMPROVEMENTS			862,477	862,477	862,477	-	8,067	45,363		53,430	53,430	809,047
<u>CHALLENGE GRANTS</u>												
Program Facility Challenge Grants			40,000	40,000	40,000	-	-	6,000	Budget	6,000	6,000	34,000
TOTAL CHALLENGE GRANTS			40,000	40,000	40,000	-	-	6,000		6,000	6,000	34,000
<u>BUILDING REPLACEMENTS</u>												
Westside Trail - ODOT Oregon Community Paths Grant matching funds			65,523	65,523	65,523	-	65,523	-	Complete	65,523	65,523	-
Ergonomic Equipment/Fixtures			6,000	6,000	6,000	-	-	-	Complete	-	-	6,000
Emergency Repairs			100,000	100,000	100,000	-	49,520	50,480	Budget	100,000	100,000	-
Parking Lot Study			10,000	10,000	10,000	-	4,910	-	Complete	4,910	4,910	5,090
Parking Lot Repair			100,000	100,000	100,000	-	-	100,000	Award	100,000	100,000	-
Cardio and Weight Equipment			40,000	40,000	40,000	-	-	-	Deferred	-	-	40,000
Roof Repairs			120,000	120,000	120,000	-	-	-	Deferred	-	-	120,000
Safety Equipment			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-
Pumps - Stuhr Center			-	-	-	-	-	2,000	Unbudgeted	2,000	2,000	(2,000)
Fencing - Fanno Farmhouse			-	-	-	-	769	5,000	Unbudgeted	5,769	5,769	(5,769)
Glycol Pump - Harman			-	-	-	-	-	3,000	Unbudgeted	3,000	3,000	(3,000)
Court Lamps - HMT Athletic Center			-	-	-	-	-	4,000	Unbudgeted	4,000	4,000	(4,000)
Water Heater - Raleigh			-	-	-	-	3,931	-	Unbudgeted	3,931	3,931	(3,931)
Mechanical Room Upgrades - Somerset			-	-	-	-	-	5,500	Unbudgeted	5,500	5,500	(5,500)
TOTAL BUILDING REPLACEMENTS			446,523	446,523	446,523	-	124,653	174,980		299,633	299,633	146,889
<u>ADA PROJECTS</u>												
ADA Imprvmnt - Picnic area			50,000	50,000	50,000	-	-	-	Deferred	-	-	50,000
ADA Imprvmnt - Facility access			75,000	75,000	75,000	-	-	-	Deferred	-	-	75,000
ADA Imprvmnt - Harman Swim			375,000	375,000	375,000	-	95,954	279,046	Budget	375,000	375,000	-
ADA Imprvmnt - Ped Pathway			33,000	33,000	33,000	-	-	33,000	Budget	33,000	33,000	-
TOTAL ADA PROJECTS			533,000	533,000	533,000	-	95,954	312,046		408,000	408,000	125,000
TOTAL CAPITAL OUTLAY DIVISION	1,761,541	2,726,475	2,575,150	5,704,251	5,301,625	575,349	2,533,007	1,444,251		4,552,607	3,977,259	1,324,366

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 05/31/2022

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

Description	Project Budget				Project Expenditures		Estimated Total Costs				Est. Cost (Over) Under	
	Prior Year Budget Amount (1)	Budget Carryover to Current Year (2)	New Funds Budgeted in Current Year (3)	Cumulative Project Budget (1+3)	Current Year Budget Amount (2+3)	Expended Prior Years (4)	Expended Year-to-Date (5)	Estimated Cost to Complete (6)	Basis of Estimate	Project Cumulative (4+5+6)	Current Year (5+6)	Current Year
INFORMATION SERVICES DEPARTMENT												
<u>INFORMATION TECHNOLOGY REPLACEMENTS</u>												
AEDs			9,000	9,000	9,000	-	-	9,000	Budget	9,000	9,000	-
Desktop Replacement			90,000	90,000	90,000	-	53,317	40,000	Award	93,317	93,317	(3,317)
Key Card Readers			10,000	10,000	10,000	-	-	-	Deferred	-	-	10,000
LAN / WAN Equipment			6,000	6,000	6,000	-	(6,052)	12,052	Budget	6,000	6,000	-
Network Servers			50,000	50,000	50,000	-	59,306	-	Complete	59,306	59,306	(9,306)
Switches			50,000	50,000	50,000	-	34,879	15,121	Award	50,000	50,000	-
Security Cameras			45,000	45,000	45,000	-	5,515	39,485	Award	45,000	45,000	-
Large Format Printer			15,000	15,000	15,000	-	-	-	Deferred	-	-	15,000
TOTAL INFORMATION TECHNOLOGY REPLACEMENTS			275,000	275,000	275,000	-	146,964	115,658		262,622	262,622	12,378
TOTAL INFORMATION SYSTEMS DEPARTMENT			275,000	275,000	275,000	-	146,964	115,658		262,622	262,622	12,378
MAINTENANCE DEPARTMENT												
<u>FLEET REPLACEMENTS</u>												
Cordless Bckpck Eq Chrgr Bttry			11,000	11,000	11,000	-	11,040	-	Complete	11,040	11,040	(40)
Zero Turn Mowers			32,000	32,000	32,000	-	30,110	-	Complete	30,110	30,110	1,890
Grandstand Mowers			76,000	76,000	76,000	-	74,595	-	Complete	74,595	74,595	1,405
TOTAL FLEET REPLACEMENTS			119,000	119,000	119,000	-	115,744	-		115,744	115,744	3,256
<u>FLEET IMPROVEMENTS</u>												
Ventrac Mowers			63,218	63,218	63,218	-	67,463	-	Complete	67,463	67,463	(4,245)
Brush Cutter			-	-	-	-	3,680	-	Complete	3,680	3,680	(3,680)
TOTAL FLEET IMPROVEMENTS			63,218	63,218	63,218	-	71,143	-		71,143	71,143	(7,925)
TOTAL MAINTENANCE DEPARTMENT			182,218	182,218	182,218	-	186,888	-		186,888	186,888	(4,670)
GRAND TOTAL GENERAL FUND	1,761,541	2,726,475	3,032,368	6,161,469	5,758,843	575,349	2,866,859	1,559,909		5,002,117	4,426,768	1,332,074

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 05/31/2022

KEY
 Budget Estimate based on original budget - not started and/or no basis for change
 Deferred Some or all of Project has been eliminated to reduce overall capital costs for year
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Description	Project Budget				Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under		
	Prior Year Budget Amount (1)	Budget Carryover to Current Year (2)	New Funds Budgeted in Current Year (3)	Cumulative Project Budget (1+3)	Current Year Budget Amount (2+3)	Expended Prior Years (4)	Expended Year-to-Date (5)	Estimated Cost to Complete (6)	Basis of Estimate	Project Cumulative (4+5+6)	Current Year (5+6)	Current Year
SDC FUND												
<u>LAND ACQUISITION -CARRYOVER PROJECTS</u>												
Land Acq - N. Bethany Comm Pk	3,215,800	3,215,800	2,500,000	5,715,800	5,715,800	-	42,765	5,673,035	Budget	5,715,800	5,715,800	-
Subtotal Land Acq-N Bethany Comm Pk	3,215,800	3,215,800	2,500,000	5,715,800	5,715,800	-	42,765	5,673,035		5,715,800	5,715,800	-
Land Acq - N Bethany Trails	1,205,000	1,189,500	-	1,205,000	1,189,500	-	43,081	1,146,419	Budget	1,189,500	1,189,500	-
Subtotal Land Acq-N Bethany Trails	1,205,000	1,189,500	-	1,205,000	1,189,500	-	43,081	1,146,419		1,189,500	1,189,500	-
Land Acq - Bonny Slope West Neighborhood Park	1,500,000	1,500,000	-	1,500,000	1,500,000	-	-	1,500,000	Budget	1,500,000	1,500,000	-
Subtotal Land Acq-Bonny Slope West Neighborhood Park	1,500,000	1,500,000	-	1,500,000	1,500,000	-	-	1,500,000		1,500,000	1,500,000	-
Land Acq - Bonny Slope West Trails	250,000	250,000	-	250,000	250,000	-	-	250,000	Budget	250,000	250,000	-
Subtotal Land Acq-Bonny Slope West Trails	250,000	250,000	-	250,000	250,000	-	-	250,000		250,000	250,000	-
Land Acq - S Cooper Mtn Trail	1,035,000	1,035,000	344,000	1,379,000	1,379,000	-	8,475	1,370,525	Budget	1,379,000	1,379,000	-
Subtotal S Cooper Mtn Trail	1,035,000	1,035,000	344,000	1,379,000	1,379,000	-	8,475	1,370,525		1,379,000	1,379,000	-
Land Acq - S Cooper Mtn Nat Ar	846,000	846,000	-	846,000	846,000	-	300	845,700	Budget	846,000	846,000	-
Subtotal S Cooper Mtn Nat Ar	846,000	846,000	-	846,000	846,000	-	300	845,700		846,000	846,000	-
Land Acq - Neighborhood Parks - S Cooper Mtn	7,995,000	7,949,000	500,000	8,495,000	8,449,000	-	22,623	8,426,377	Budget	8,449,000	8,449,000	-
Subtotal Neighborhood Parks - S Cooper Mtn	7,995,000	7,949,000	500,000	8,495,000	8,449,000	-	22,623	8,426,377		8,449,000	8,449,000	-
Land Acq - Neighborhood Parks - Infill Areas	1,466,240	1,452,740	1,000,000	2,466,240	2,452,740	-	90,138	2,362,602	Budget	2,452,740	2,452,740	-
Sub total Neighborhood Parks Infill Areas	1,466,240	1,452,740	1,000,000	2,466,240	2,452,740	-	90,138	2,362,602		2,452,740	2,452,740	-
TOTAL LAND ACQUISITION	17,513,040	17,438,040	4,344,000	21,857,040	21,782,040	-	207,381	21,574,659	-	21,782,040	21,782,040	-
Professional Services	-	-	100,000	100,000	100,000	-	10,000	90,000	Budget	100,000	100,000	-
Bethany Creek Trail #2, Segment #3 - Design & Development	1,845,000	50,000	-	1,845,000	50,000	1,151,815	4,600	45,400	Award	1,201,815	50,000	-
Building Expansion - site to be determined	995,000	995,000	-	995,000	995,000	-	-	995,000	Budget	995,000	995,000	-
New Amenities in existing parks	96,000	53,000	100,000	196,000	153,000	22,846	5,878	147,122	Budget	175,846	153,000	-
Fanno Creek Trail Seg. #5 - Scholls Ferry Rd. to 92 Ave.	250,000	250,000	-	250,000	250,000	1,403	1,156	247,440	Budget	250,000	248,597	1,403
MTIP Grant Match - Beaverton Crk. Trail Land Acq./ROW	247,000	212,000	-	247,000	212,000	61,216	19,274	166,509	Budget	247,000	185,784	26,216
MTIP Grant Match - Westside Trail, Segment 18	3,459,820	425,000	-	3,459,820	425,000	3,928,513	-	425,000	Award	4,353,513	425,000	-
Natural Area Master Plan	100,000	100,000	-	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-
Highland Park - Design and Permitting	420,000	320,820	-	420,000	320,820	120,216	22,124	277,660	Award	420,000	299,784	21,036
Neighborhood Park Construction - Highland Park (NWQ -6)	1,620,000	1,620,000	-	1,620,000	1,620,000	153,131	806,299	660,570	Award	1,620,000	1,466,869	153,131
Nghbd Pk Design Permitting / MP - North Bethany Heckman Road (NWQ)	55,000	55,000	384,200	439,200	439,200	-	-	439,200	Budget	439,200	439,200	-
North Bethany Park and Trail Development - Proj. Mgmt.	141,000	50,000	-	141,000	50,000	222,112	46,488	3,512	Award	272,112	50,000	-
North Bethany Park and Trail Improvements	338,000	120,000	-	338,000	120,000	167,519	-	120,000	Budget	287,519	120,000	-
NW Quadrant New Neighborhood Park #4 Development (Bonnie Meadow)	2,320,000	600,000	-	2,320,000	600,000	1,380,573	121,902	478,098	Award	1,980,573	600,000	-
NW Quadrant New Neighborhood Park Development (Crowell) Marty Ln	2,100,000	25,000	-	2,100,000	25,000	1,789,640	8,910	16,090	Award	1,814,640	25,000	-
RFFA Active Transportation Project Readiness Match - Westside Trail, H	215,000	129,000	-	215,000	129,000	264,910	74,221	54,779	Award	393,910	129,000	-
So. Cooper Mtn Park and Trail Development - Project Mgmt.	50,000	50,000	-	50,000	50,000	-	14,500	35,500	Budget	50,000	50,000	-
Somerset West Park - Additional funding for bond project	220,000	126,758	-	220,000	126,758	88,126	9,456	122,418	Award	220,000	131,874	(5,116)
Nghbd Pk Design Permitting / MP - Miller Road (SWQ-5)	275,000	150,900	717,200	992,200	868,100	3,468	595	867,505	Budget	871,568	868,100	-
Trail Development - 155th Ave Wetlands	500,000	487,208	-	500,000	487,208	37,017	52,991	409,992	Award	500,000	462,983	24,225
Nghbd Pk Design Permitting / MP - Baker Loop (SEQ-2)	173,500	111,177	445,625	619,125	556,802	46,515	165,882	406,728	Award	619,125	572,610	(15,808)
Cedar Hills Pk-addtl bond fdg	65,000	65,000	300,000	365,000	365,000	13,197	8,033	343,770	Budget	365,000	351,803	13,197
Subtotal Development/Improvements Carryover	15,485,320	5,995,863	2,047,025	17,532,345	8,042,888	9,452,217	1,372,309	6,452,294		17,276,820	7,824,603	218,285
<u>DEVELOPMENT/IMPROVEMENTS</u>												
Mt. View Champions Park Sport Court - Additional funding for bond project	-	-	400,000	400,000	400,000	-	-	400,000	Budget	400,000	400,000	-
North Johnson Creek Trail Master Planning - Project Management	-	-	40,000	40,000	40,000	-	47	39,953	Budget	40,000	40,000	-
Design & Develop Natural Areas for Public Access - South Cooper Mountain	-	-	500,000	500,000	500,000	-	-	500,000	Budget	500,000	500,000	-
Neighborhood Park Master Planning - Abbey Creek Phase II (NWQ-5)	-	-	69,200	69,200	69,200	-	4,201	178,726	Award	182,927	182,927	(113,727)
Neighborhood Park Master Planning - Pointer Road (NEQ-3)	-	-	135,100	135,100	135,100	-	5,408	129,692	Award	135,100	135,100	-
Regional Trail Development - Westside Trail #14	-	-	1,601,900	1,601,900	1,601,900	-	-	1,601,900	Budget	1,601,900	1,601,900	-
Beaverton Creek Trail Preliminary Engineering (MTIP-RFFA)	-	-	67,500	67,500	67,500	-	79	67,421	Budget	67,500	67,500	-
Downtown planning	-	-	50,000	50,000	50,000	-	37,500	12,500	Award	50,000	50,000	-
Cooper Mountain Planning	-	-	15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	-	-	2,878,700	2,878,700	2,878,700	-	47,235	2,945,192	-	2,992,427	2,992,427	(113,727)
<u>UNDESIGNATED PROJECTS</u>												
Undesignated Projects	-	-	13,813,810	13,813,810	13,813,810	-	-	13,813,810	Budget	13,813,810	13,813,810	-
TOTAL UNDESIGNATED PROJECTS	-	-	13,813,810	13,813,810	13,813,810	-	-	13,813,810	-	13,813,810	13,813,810	-
GRAND TOTAL SDC FUND	32,998,360	23,433,903	23,083,535	56,081,895	46,517,438	9,452,217	1,626,926	44,785,954	-	55,865,097	46,412,880	104,558

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 06/30/2022 (PRELIM)

Quadrant	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance	Percent of Variance	Cost Expended to Budget	Cost Expended to Total Cost
		Initial Project Budget	Adjustments	Current Total Project Budget FY 20/21	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget		
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
BOND CAPITAL PROJECTS FUND														
<u>New Neighborhood Parks Development</u>														
SE	AM Kennedy Park & Athletic Field	1,285,250	50,704	1,335,954	1,674,551	-	1,674,551	-	Complete	1,674,551	(338,597)	-25.3%	125.3%	100.0%
SW	Barsotti Park & Athletic Field	1,285,250	27,556	1,312,806	1,250,248	-	1,250,248	-	Complete	1,250,248	62,558	4.8%	95.2%	100.0%
NW	Hansen Ridge Park (formerly Kaiser Ridge)	771,150	16,338	787,488	731,629	-	731,629	-	Complete	731,629	55,859	7.1%	92.9%	100.0%
SW	Roy Dancer Park	771,150	16,657	787,807	643,447	-	643,447	-	Complete	643,447	144,360	18.3%	81.7%	100.0%
NE	Roger Tilbury Park	771,150	19,713	790,863	888,218	-	888,218	-	Complete	888,218	(97,355)	-12.3%	112.3%	100.0%
	Sub-total New Neighborhood Parks Development	4,883,950	130,968	5,014,918	5,188,093	-	5,188,093	-		5,188,093	(173,175)	-3.5%	103.5%	100.0%
	Authorized Use of Savings from Bond Issuance													
UND	Administration Category	-	173,175	173,175	-	-	-	-	N/A	-	173,175	n/a	n/a	n/a
	Total New Neighborhood Parks Development	4,883,950	304,143	5,188,093	5,188,093	-	5,188,093	-		5,188,093	-	0.0%	100.0%	100.0%
<u>Renovate & Redevelop Neighborhood Parks</u>														
NE	Cedar Mill Park, Trail & Athletic Fields	1,125,879	29,756	1,155,635	990,095	-	990,095	-	Complete	990,095	165,540	14.3%	85.7%	100.0%
SE	Camille Park	514,100	28,634	542,734	585,471	-	585,471	-	Complete	585,471	(42,737)	-7.9%	107.9%	100.0%
NW	Somerset West Park	1,028,200	120,124	1,148,324	1,528,550	-	1,528,550	1,325	Complete	1,529,875	(381,551)	-33.2%	133.1%	99.9%
NW	Pioneer Park and Bridge Replacement	544,934	21,278	566,212	533,358	-	533,358	-	Complete	533,358	32,854	5.8%	94.2%	100.0%
SE	Vista Brook Park	514,100	20,504	534,604	729,590	-	729,590	-	Complete	729,590	(194,986)	-36.5%	136.5%	100.0%
	Sub-total Renovate & Redevelop Neighborhood Parks	3,727,213	220,296	3,947,509	4,367,063	-	4,367,063	1,325		4,368,388	(420,879)	-10.7%	110.6%	100.0%
	Authorized Use of Savings from Bond Issuance													
UND	Administration Category	-	420,879	420,879	-	-	-	-	N/A	-	420,879	n/a	n/a	n/a
	Total Renovate & Redevelop Neighborhood Parks	3,727,213	641,175	4,368,388	4,367,063	-	4,367,063	1,325		4,368,388	-	0.0%	100.0%	100.0%
<u>New Neighborhood Parks Land Acquisition</u>														
NW	New Neighborhood Park - NW Quadrant (Biles)	1,500,000	28,554	1,528,554	1,041,404	-	1,041,404	-	Complete	1,041,404	487,150	31.9%	68.1%	100.0%
NW	New Neighborhood Park - NW Quadrant (Living Hope)	-	-	-	1,067,724	-	1,067,724	-	Complete	1,067,724	(1,067,724)	-100.0%	n/a	100.0%
NW	New Neighborhood Park - NW Quadrant (Mitchell)	-	-	-	793,396	-	793,396	-	Complete	793,396	(793,396)	-100.0%	n/a	100.0%
NW	New Neighborhood Park - NW Quadrant (PGE)	-	-	-	62,712	-	62,712	-	Complete	62,712	(62,712)	-100.0%	n/a	100.0%
NE	New Neighborhood Park - NE Quadrant (Wilson)	1,500,000	27,968	1,527,968	529,294	-	529,294	-	Complete	529,294	998,674	65.4%	34.6%	100.0%
NE	New Neighborhood Park - NE Quadrant (Lehman - formerly undesignated)	1,500,000	33,466	1,533,466	2,119,940	-	2,119,940	-	Complete	2,119,940	(586,474)	-38.2%	138.2%	100.0%
SW	New Neighborhood Park - SW Quadrant (Sterling Savings)	1,500,000	24,918	1,524,918	1,058,925	-	1,058,925	-	Complete	1,058,925	465,993	30.6%	69.4%	100.0%
SW	New Neighborhood Park - SW Quadrant (Altishin)	-	-	-	551,696	-	551,696	-	Complete	551,696	(551,696)	-100.0%	n/a	100.0%
SW	New Neighborhood Park - SW Quadrant (Hung easement for Roy Dancer Park)	-	-	-	60,006	-	60,006	-	Complete	60,006	(60,006)	-100.0%	n/a	100.0%
SE	New Neighborhood Park - SE Quadrant (Cobb)	1,500,000	15,547	1,515,547	2,609,880	-	2,609,880	-	Complete	2,609,880	(1,094,333)	-72.2%	172.2%	100.0%
NW	New Neighborhood Park (North Bethany) (McGettigan)	1,500,000	23,667	1,523,667	1,629,763	-	1,629,763	-	Complete	1,629,763	(106,096)	-7.0%	107.0%	100.0%
UND	New Neighborhood Park - Undesignated	-	-	-	-	-	-	-	Reallocated	-	-	-100.0%	n/a	0.0%
	Sub-total New Neighborhood Parks	9,000,000	154,120	9,154,120	11,524,740	-	11,524,740	-		11,524,740	(2,370,620)	-25.9%	125.9%	100.0%
	Authorized Use of Savings from New Community Park													
UND	Land Acquisition Category	-	1,655,521	1,655,521	-	-	-	-	N/A	-	1,655,521	n/a	n/a	n/a
	Authorized Use of Savings from Community Center /													
UND	Community Park Land Acquisition Category	-	715,099	715,099	-	-	-	-	N/A	-	715,099	n/a	n/a	n/a
	Total New Neighborhood Parks	9,000,000	2,524,740	11,524,740	11,524,740	-	11,524,740	-		11,524,740	-	0.0%	100.0%	100.0%

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Quadrant	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance	Percent of Variance	Cost Expended to Budget	Cost Expended to Total Cost
		Initial Project Budget	Adjustments	Current Total Project Budget FY 20/21	Expended Prior Years	Expended Year-to-Date	Total Expended to Date							
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
<u>New Community Park Development</u>														
SW	SW Quad Community Park & Athletic Field	7,711,500	343,963	8,055,463	10,518,693	75,824	10,594,517	27,902	Complete	10,622,419	(2,566,956)	-31.9%	131.5%	99.7%
	Sub-total New Community Park Development	7,711,500	343,963	8,055,463	10,518,693	75,824	10,594,517	27,902		10,622,419	(2,566,956)	-31.9%	131.5%	99.7%
UND	Authorized use of savings from Bond Facility Rehabilitation category		1,300,000	1,300,000	-	-	-	-	N/A	-	1,300,000	n/a	n/a	n/a
UND	Authorized use of savings from Bond Administration (Issuance) category		930,529	930,529	-	-	-	-	N/A	-	930,529	n/a	n/a	n/a
UND	Outside Funding from Washington County / Metro Transferred from Community Center Land Acquisition	-	384,251	384,251	-	-	-	-	N/A	-	384,251	n/a	n/a	n/a
	Total New Community Park Development	7,711,500	2,958,743	10,670,243	10,518,693	75,824	10,594,517	27,902		10,622,419	47,824	0.4%	99.3%	99.7%
<u>New Community Park Land Acquisition</u>														
NE	New Community Park - NE Quadrant (Teufel)	10,000,000	132,657	10,132,657	8,103,899	-	8,103,899	-	Complete	8,103,899	2,028,758	20.0%	80.0%	100.0%
NE	Community Park Expansion - NE Quad (BSD/William Walker)	-	-	-	373,237	-	373,237	-	Complete	373,237	(373,237)	100.0%	n/a	100.0%
	Sub-total New Community Park	10,000,000	132,657	10,132,657	8,477,136	-	8,477,136	-		8,477,136	1,655,521	16.3%	83.7%	100.0%
UND	Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(1,655,521)	(1,655,521)	-	-	-	-	N/A	-	(1,655,521)	n/a	n/a	n/a
	Total New Community Park	10,000,000	(1,522,864)	8,477,136	8,477,136	-	8,477,136	-		8,477,136	-	0.0%	100.0%	100.0%
<u>Renovate and Redevelop Community Parks</u>														
NE	Cedar Hills Park & Athletic Field	6,194,905	449,392	6,644,297	7,684,215	-	7,684,215	-	Complete	7,684,316	(1,040,019)	-15.7%	115.7%	100.0%
SE	Schiffler Park	3,598,700	74,403	3,673,103	2,633,084	-	2,633,084	-	Complete	2,633,084	1,040,019	28.3%	71.7%	100.0%
	Total Renovate and Redevelop Community Parks	9,793,605	523,795	10,317,400	10,317,299	-	10,317,299	-		10,317,400	-	0.0%	100.0%	100.0%
<u>Natural Area Preservation - Restoration</u>														
NE	Roger Tilbury Memorial Park	30,846	1,872	32,718	36,450	-	36,450	-	Complete	36,450	(3,732)	-11.4%	111.4%	100.0%
NE	Cedar Mill Park	30,846	1,172	32,018	1,201	-	1,201	-	Complete	1,201	30,817	96.2%	3.8%	100.0%
NE	Jordan/Jackie Husen Park	308,460	8,961	317,421	36,236	-	36,236	-	Complete	36,236	281,185	88.6%	11.4%	100.0%
NW	NE/Bethany Meadows Trail Habitat Connection	246,768	16,178	262,946	-	-	-	-	On Hold	-	262,946	100.0%	0.0%	0.0%
NW	Hansen Ridge Park (formerly Kaiser Ridge)	10,282	300	10,582	12,929	-	12,929	-	Complete	12,929	(2,347)	-22.2%	122.2%	100.0%
NW	Allenbach Acres Park	41,128	2,318	43,446	10,217	-	10,217	-	Complete	10,217	33,229	76.5%	23.5%	100.0%
NW	Crystal Creek Park	205,640	7,208	212,848	95,401	-	95,401	-	Complete	95,401	117,447	55.2%	44.8%	100.0%
NE	Foothills Park	61,692	1,172	62,864	46,178	-	46,178	-	Complete	46,178	16,686	26.5%	73.5%	100.0%
NE	Commonwealth Lake Park	41,128	778	41,906	30,809	-	30,809	-	Complete	30,809	11,097	26.5%	73.5%	100.0%
NW	Tualatin Hills Nature Park	90,800	2,323	93,123	27,696	-	27,696	-	Complete	27,696	65,427	70.3%	29.7%	100.0%
NE	Pioneer Park	10,282	254	10,536	9,421	-	9,421	-	Complete	9,421	1,115	10.6%	89.4%	100.0%
NW	Whispering Woods Park	51,410	914	52,324	48,871	-	48,871	-	Complete	48,871	3,453	6.6%	93.4%	100.0%
NW	Willow Creek Nature Park	20,564	389	20,953	21,877	-	21,877	-	Complete	21,877	(924)	-4.4%	104.4%	100.0%
SE	AM Kennedy Park	30,846	741	31,587	26,866	-	26,866	-	Complete	26,866	4,721	14.9%	85.1%	100.0%
SE	Camille Park	77,115	1,784	78,899	61,399	-	61,399	-	Complete	61,399	17,500	22.2%	77.8%	100.0%
SE	Vista Brook Park	20,564	897	21,461	5,414	-	5,414	-	Complete	5,414	16,047	74.8%	25.2%	100.0%
SE	Greenway Park/Koll Center	61,692	2,316	64,008	56,727	-	56,727	-	Complete	56,727	7,281	11.4%	88.6%	100.0%
SE	Bauman Park	82,256	2,024	84,280	30,153	-	30,153	-	Complete	30,153	54,127	64.2%	35.8%	100.0%
SE	Fanno Creek Park	162,456	6,736	169,192	65,185	-	65,185	-	Complete	65,185	104,007	61.5%	38.5%	100.0%
SE	Hideaway Park	41,128	1,105	42,233	38,459	-	38,459	-	Complete	38,459	3,774	8.9%	91.1%	100.0%
SW	Murrayhill Park	61,692	1,031	62,723	65,712	-	65,712	-	Complete	65,712	(2,989)	-4.8%	104.8%	100.0%
SE	Hyland Forest Park	71,974	1,342	73,316	65,521	-	65,521	-	Complete	65,521	7,795	10.6%	89.4%	100.0%
SW	Cooper Mountain	205,640	13,479	219,119	14	-	14	-	On Hold	14	219,105	100.0%	0.0%	100.0%
SW	Winkelman Park	10,282	241	10,523	5,894	-	5,894	-	Complete	5,894	4,629	44.0%	56.0%	100.0%
SW	Lowami Hart Woods	287,896	9,345	297,241	130,125	-	130,125	-	Complete	130,125	167,116	56.2%	43.8%	100.0%
SW	Rosa/Hazeldale Parks	28,790	722	29,512	12,754	-	12,754	-	Complete	12,754	16,758	56.8%	43.2%	100.0%
SW	Mt Williams Park	102,820	9,269	112,089	52,362	-	52,362	-	Complete	52,362	59,727	53.3%	46.7%	100.0%

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		Initial Project Budget	Adjustments	Current Total Project Budget FY 20/21	Expended Prior Years	Expended Year-to-Date	Total Expended to Date								Est. Cost (Over) Under Budget	Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)								(7)	(6+7)=(9)	(3-9) = (10)	(10) / (3)
SW	Jenkins Estate	154,230	3,365	157,595	139,041	-	139,041	-	Complete	139,041	18,554	11.8%	88.2%	100.0%				
SW	Summercrest Park	10,282	193	10,475	7,987	-	7,987	-	Complete	7,987	2,488	23.8%	76.2%	100.0%				
SW	Morrison Woods	61,692	4,042	65,734	0	-	0	-	Cancelled	0	65,734	100.0%	0.0%	100.0%				
UND	Interpretive Sign Network	339,306	9,264	348,570	326,776	-	326,776	-	Complete	326,776	21,794	6.3%	93.7%	100.0%				
NW	Beaverton Creek Trail	61,692	4,043	65,735	-	-	-	-	On Hold	-	65,735	100.0%	0.0%	0.0%				
NW	Bethany Wetlands/Bronson Creek	41,128	2,695	43,823	-	-	-	-	On Hold	-	43,823	100.0%	0.0%	0.0%				
NW	Bluegrass Downs Park	15,423	1,010	16,433	-	-	-	-	On Hold	-	16,433	100.0%	0.0%	0.0%				
NW	Crystal Creek	41,128	2,696	43,824	-	-	-	-	On Hold	-	43,824	100.0%	0.0%	0.0%				
UND	Reallocation of project savings to new project budgets	-	(865,000)	(865,000)	-	-	-	-	Reallocation	-	(865,000)	100.0%	0.0%	0.0%				
SE	Hyland Woods Phase 2	-	77,120	77,120	65,453	-	65,453	-	Complete	65,453	11,667	15.1%	84.9%	100.0%				
SW	Jenkins Estate Phase 2	-	131,457	131,457	67,754	-	67,754	-	Complete	67,754	63,703	48.5%	51.5%	100.0%				
NW	Somerset	-	161,030	161,030	161,030	-	161,030	-	Complete	161,030	-	0.0%	100.0%	100.0%				
NW	Rock Creek Greenway	-	167,501	167,501	150,152	-	150,152	-	Complete	150,152	17,349	10.4%	89.6%	100.0%				
NW	Whispering Woods Phase 2	-	102,661	102,661	97,000	-	97,000	-	Complete	97,000	5,661	5.5%	94.5%	100.0%				
SE	Raleigh Park	-	118,187	118,187	30,975	57,334	88,309	238,009	Site Prep	326,318	(208,131)	-176.1%	74.7%	27.1%				
NE	Bannister Creek Greenway/NE Park	-	80,798	80,798	28,488	4,064	32,552	48,246	Site Prep	80,798	-	0.0%	40.3%	40.3%				
NW	Beaverton Creek Greenway Duncan	-	20,607	20,607	-	-	-	-	Cancelled	-	20,607	100.0%	0.0%	0.0%				
SE	Church of Nazarene	-	30,718	30,718	14,121	-	14,121	-	Complete	14,121	16,597	54.0%	46.0%	100.0%				
SW	Lilly K. Johnson Woods	-	30,722	30,722	37,132	-	37,132	-	Complete	37,132	(6,410)	-20.9%	120.9%	100.0%				
UND	Restoration of new properties to be acquired	643,023	41,096	684,119	976	-	976	6,196	On Hold	7,172	676,947	99.0%	0.1%	13.6%				
UND	Reallocation of project savings to new project budgets	-	(1,570,245)	(1,570,245)	-	-	-	-	Reallocation	-	(1,570,245)	100.0%	0.0%	0.0%				
NE	NE Quadrant Property(Findley)	-	471,984	471,984	19,983	27,231	47,213	424,771	Site Prep	471,984	-	0.0%	10.0%	10.0%				
NE	N. Johnson Greenway (Peterkort)	-	262,760	262,760	-	-	-	-	Cancelled	-	262,760	100.0%	0.0%	0.0%				
NE	Commonwealth Lake Park	-	62,932	62,932	-	4,519	4,519	58,413	Budget	62,932	-	0.0%	7.2%	7.2%				
SW	155th Wetlands	-	26,060	26,060	22,951	-	22,951	-	Complete	22,951	3,109	11.9%	88.1%	100.0%				
SW	Bronson Creek New Properties	-	104,887	104,887	-	-	-	104,887	Budget	104,887	-	0.0%	0.0%	0.0%				
SE	Fanno Creek Greenway	-	83,909	83,909	80,114	-	80,114	-	Complete	80,114	3,795	4.5%	95.5%	100.0%				
NW	HMT north woods and stream	-	52,176	52,176	20,235	5,485	25,720	26,456	Site Prep	52,176	-	0.0%	49.3%	49.3%				
NE	Cedar Mill Creek Greenway	-	31,260	31,260	18,959	2,860	21,820	9,440	Site Prep	31,260	-	0.0%	69.8%	69.8%				
SW	Fir Grove Park	-	25,908	25,908	14,369	8,225	22,594	3,314	Site Prep	25,908	-	0.0%	87.2%	87.2%				
SW	HL Cain Wetlands	-	25,989	25,989	23,275	-	23,275	2,714	Site Prep	25,989	-	0.0%	89.6%	89.6%				
NW	Bronson Creek Park	-	26,191	26,191	5,401	1,958	7,359	18,832	Site Prep	26,191	-	0.0%	28.1%	28.1%				
SE	Center Street Wetlands Area	-	20,939	20,939	7,387	3,780	11,167	9,772	Site Prep	20,939	-	0.0%	53.3%	53.3%				
SW	Tallac Terrace Park	-	10,511	10,511	-	-	-	-	Cancelled	-	10,511	100.0%	0.0%	0.0%				
NE	Forest Hills Park	-	10,462	10,462	2,154	440	2,594	7,868	Site Prep	10,462	-	0.0%	24.8%	24.8%				
UND	Arborist/Tree Management	-	297,824	297,824	115,702	35,742	151,444	60,553	Site Prep	211,997	85,827	28.8%	50.9%	71.4%				
NW	North Bethany Greenway	-	26,131	26,131	8,546	2,359	10,905	15,226	Site Prep	26,131	-	0.0%	41.7%	41.7%				
NW	Willow Creek Greenway II	-	26,031	26,031	24,480	5,741	30,221	1,706	Complete	31,927	(5,896)	-22.6%	116.1%	94.7%				
NW	Westside Trail Segment 18	-	26,221	26,221	475	-	475	25,746	Budget	26,221	-	0.0%	1.8%	1.8%				
SW	Westside Trail- Burntwood area	-	25,813	25,813	23,939	-	23,939	-	Complete	23,939	1,874	7.3%	92.7%	100.0%				
NW	Waterhouse Trail	-	26,207	26,207	1,979	1,426	3,404	22,803	Site Prep	26,207	-	0.0%	13.0%	13.0%				
Sub-total Natural Area Restoration		3,762,901	293,026	4,055,927	2,510,704	161,162	2,671,867	1,384,060		3,756,820	299,107	7.4%	65.9%	71.1%				
UND	Authorized Use of Savings for Natural Area Preservation - Land Acquisition	-	(299,107)	(299,107)	-	-	-	(299,107)	N/A	-	(299,107)	n/a	n/a	n/a				
Total Natural Area Restoration		3,762,901	(6,081)	3,756,820	2,510,704	161,162	2,671,867	1,084,953		3,756,820	-	0.0%	71.1%	71.1%				
Natural Area Preservation - Land Acquisition																		
UND	Natural Area Acquisitions	8,400,000	447,583	8,847,583	9,146,690	-	9,146,690	-	Budget	9,146,690	(299,107)	-3.4%	103.4%	100.0%				
Sub-total Natural Area Preservation - Land Acquisition		8,400,000	447,583	8,847,583	9,146,690	-	9,146,690	-		9,146,690	(299,107)	-3.4%	103.4%	100.0%				
UND	Authorized Use of Savings from Natural Area Restoration	-	299,107	299,107	-	-	-	-	N/A	-	299,107	n/a	n/a	n/a				
Total Natural Area Preservation - Land Acquisition		8,400,000	746,690	9,146,690	9,146,690	-	9,146,690	-		9,146,690	-	0.0%	100.0%	100.0%				

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		Initial Project Budget	Adjustments	Current Total Project Budget FY 20/21	Expended Prior Years	Expended Year-to-Date	Total Expended to Date							
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
<u>New Linear Park and Trail Development</u>														
SW	Westside Trail Segments 1, 4, & 7	4,267,030	85,084	4,352,114	4,381,083	-	4,381,083	-	Complete	4,381,083	(28,969)	-0.7%	100.7%	100.0%
NE	Jordan/Husen Park Trail	1,645,120	46,432	1,691,552	1,227,496	-	1,227,496	-	Complete	1,227,496	464,056	27.4%	72.6%	100.0%
NW	Waterhouse Trail Segments 1, 5 & West Spur	3,804,340	78,646	3,882,986	4,394,637	-	4,394,637	-	Complete	4,394,637	(511,651)	-13.2%	113.2%	100.0%
NW	Rock Creek Trail #5 & Allenbach, North Bethany #2	2,262,040	103,949	2,365,989	1,743,667	-	1,743,667	-	Complete	1,743,667	622,322	26.3%	73.7%	100.0%
UND	Miscellaneous Natural Trails	100,000	8,837	108,837	30,394	-	30,394	78,443	Budget	108,837	-	0.0%	27.9%	100.0%
NW	Nature Park - Old Wagon Trail	359,870	3,094	362,964	238,702	-	238,702	-	Complete	238,702	124,262	34.2%	65.8%	100.0%
NE	NE Quadrant Trail - Bluffs Phase 2	257,050	14,797	271,847	412,424	-	412,424	-	Complete	412,424	(140,577)	-51.7%	151.7%	100.0%
SW	Lowami Hart Woods	822,560	55,645	878,205	1,255,274	-	1,255,274	-	Complete	1,255,274	(377,069)	-42.9%	142.9%	100.0%
NW	Westside - Waterhouse Trail Connection	1,542,300	48,560	1,590,860	1,055,589	-	1,055,589	-	Complete	1,055,589	535,271	33.6%	66.4%	100.0%
	Sub-total New Linear Park and Trail Development	15,060,310	445,044	15,505,354	14,739,266	-	14,739,266	78,443		14,817,709	687,645	4.4%	95.1%	99.5%
UND	Authorized Use of Savings for Multi-field/Multi-purpose Athletic Field Development	-	(687,645)	(687,645)	-	-	-	-	N/A	-	(687,645)	n/a	n/a	n/a
	Total New Linear Park and Trail Development	15,060,310	(242,601)	14,817,709	14,739,266	-	14,739,266	78,443		14,817,709	-	0.0%	99.5%	99.5%
<u>New Linear Park and Trail Land Acquisition</u>														
UND	New Linear Park and Trail Acquisitions	1,200,000	23,401	1,223,401	1,222,206	-	1,222,206	1,195	Budget	1,223,401	-	0.0%	99.9%	99.9%
	Total New Linear Park and Trail Land Acquisition	1,200,000	23,401	1,223,401	1,222,206	-	1,222,206	1,195		1,223,401	-	0.0%	99.9%	99.9%
<u>Multi-field/Multi-purpose Athletic Field Development</u>														
SW	Winkelman Athletic Field	514,100	34,601	548,701	941,843	-	941,843	-	Complete	941,843	(393,142)	-71.6%	171.6%	100.0%
SE	Meadow Waye Park	514,100	4,791	518,891	407,340	-	407,340	-	Complete	407,340	111,551	21.5%	78.5%	100.0%
NW	New Fields in NW Quadrant - Living Hope	514,100	77,969	592,069	1,169,762	5,759	1,175,521	81,540	Award	1,257,061	(664,992)	-112.3%	198.5%	93.5%
NE	New Fields in NE Quadrant (Cedar Mill Park)	514,100	14,184	528,284	527,993	-	527,993	-	Complete	527,993	291	0.1%	99.9%	100.0%
SW	New Fields in SW Quadrant - MVCP	514,100	59,494	573,594	38,312	76,334	114,647	458,947	Budget	573,594	-	0.0%	20.0%	20.0%
SE	New Fields in SE Quadrant (Conestoga Middle School)	514,100	19,833	533,933	548,917	-	548,917	-	Complete	548,917	(14,984)	-2.8%	102.8%	100.0%
	Sub-total Multi-field/Multi-purpose Athletic Field Dev.	3,084,600	210,872	3,295,472	3,634,168	82,093	3,716,261	540,487		4,256,748	(961,276)	-29.2%	112.8%	87.3%
UND	Authorized Use of Savings from New Linear Park and Trail Development category	-	687,645	687,645	-	-	-	-	N/A	-	687,645	n/a	n/a	n/a
UND	Authorized Use of Savings from Facility Rehabilitation category	-	244,609	244,609	-	-	-	-	N/A	-	244,609	n/a	n/a	n/a
UND	Authorized Use of Savings from Bond Issuance Administration Category	-	29,022	29,022	-	-	-	-	N/A	-	29,022	n/a	n/a	n/a
	Total Multi-field/Multi-purpose Athletic Field Dev.	3,084,600	1,172,148	4,256,748	3,634,168	82,093	3,716,261	540,487		4,256,748	-	0.0%	87.3%	87.3%
<u>Deferred Park Maintenance Replacements</u>														
UND	Play Structure Replacements at 11 sites	810,223	3,685	813,908	773,055	-	773,055	-	Complete	773,055	40,853	5.0%	95.0%	100.0%
NW	Bridge/boardwalk replacement - Willow Creek	96,661	1,276	97,937	127,277	-	127,277	-	Complete	127,277	(29,340)	-30.0%	130.0%	100.0%
SW	Bridge/boardwalk replacement - Rosa Park	38,909	369	39,278	38,381	-	38,381	-	Complete	38,381	897	2.3%	97.7%	100.0%
SW	Bridge/boardwalk replacement - Jenkins Estate	7,586	34	7,620	28,430	-	28,430	-	Complete	28,430	(20,810)	-273.1%	373.1%	100.0%
SE	Bridge/boardwalk replacement - Hartwood Highlands	10,767	134	10,901	985	-	985	-	Cancelled	985	9,916	91.0%	9.0%	100.0%
NE	Irrigation Replacement at Roxbury Park	48,854	63	48,917	41,902	-	41,902	-	Complete	41,902	7,015	14.3%	85.7%	100.0%
UND	Pedestrian Path Replacement at 3 sites	116,687	150	116,837	118,039	-	118,039	-	Complete	118,039	(1,202)	-1.0%	101.0%	100.0%
SW	Permeable Parking Lot at Aloha Swim Center	160,914	1,515	162,429	191,970	-	191,970	-	Complete	191,970	(29,541)	-18.2%	118.2%	100.0%
NE	Permeable Parking Lot at Sunset Swim Center	160,914	2,614	163,528	512,435	-	512,435	-	Complete	512,435	(348,907)	-213.4%	313.4%	100.0%
	Sub-total Deferred Park Maintenance Replacements	1,451,515	9,840	1,461,355	1,832,474	-	1,832,474	-		1,832,474	(371,119)	-25.4%	125.4%	100.0%
UND	Authorized Use of Savings from Facility Expansion & Improvements Category	-	200,634	200,634	-	-	-	-	N/A	-	200,634	n/a	n/a	n/a
UND	Authorized Use of Savings from Bond Issuance Administration Category	-	170,485	170,485	-	-	-	-	N/A	-	170,485	n/a	n/a	n/a
	Total Deferred Park Maintenance Replacements	1,451,515	380,959	1,832,474	1,832,474	-	1,832,474	-		1,832,474	-	0.0%	100.0%	100.0%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 06/30/2022 (PRELIM)

Quadrant	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance	Percent of Variance	Cost Expended to Budget	Cost Expended to Total Cost
		Initial Project Budget	Adjustments	Current Total Project Budget FY 20/21	Expended Prior Years	Expended Year-to-Date	Total Expended to Date							
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
Facility Rehabilitation														
UND	Structural Upgrades at Several Facilities	317,950	(194,874)	123,076	115,484	-	115,484	-	Complete	115,484	7,592	6.2%	93.8%	100.0%
SW	Structural Upgrades at Aloha Swim Center	406,279	8,497	414,776	518,302	-	518,302	-	Complete	518,302	(103,526)	-25.0%	125.0%	100.0%
SE	Structural Upgrades at Beaverton Swim Center	1,447,363	37,353	1,484,716	820,440	-	820,440	-	Complete	820,440	664,276	44.7%	55.3%	100.0%
NE	Structural Upgrades at Cedar Hills Recreation Center	628,087	18,177	646,264	544,403	-	544,403	-	Complete	544,403	101,861	15.8%	84.2%	100.0%
SW	Structural Upgrades at Conestoga Rec/Aquatic Ctr	44,810	847	45,657	66,762	-	66,762	-	Complete	66,762	(21,105)	-46.2%	146.2%	100.0%
SE	Structural Upgrades at Garden Home Recreation Center	486,935	21,433	508,368	513,762	-	513,762	-	Complete	513,762	(5,394)	-1.1%	101.1%	100.0%
SE	Structural Upgrades at Harman Swim Center	179,987	2,779	182,766	73,115	-	73,115	-	Complete	73,115	109,651	60.0%	40.0%	100.0%
NW	Structural Upgrades at HMT/50 Mtr Pool/Aquatic Ctr	312,176	4,692	316,868	233,429	-	233,429	-	Complete	233,429	83,439	26.3%	73.7%	100.0%
NW	Structural Upgrades at HMT Aquatic Ctr - Roof Replacement	-	203,170	203,170	446,162	-	446,162	-	Complete	446,162	(242,992)	-119.6%	219.6%	100.0%
NW	Structural Upgrades at HMT Administration Building	397,315	6,080	403,395	299,599	-	299,599	-	Complete	299,599	103,796	25.7%	74.3%	100.0%
NW	Structural Upgrades at HMT Athletic Center	65,721	85	65,806	66,000	-	66,000	-	Complete	66,000	(194)	-0.3%	100.3%	100.0%
NW	Structural Upgrades at HMT Dryland Training Ctr	116,506	2,137	118,643	75,686	-	75,686	-	Complete	75,686	42,957	36.2%	63.8%	100.0%
NW	Structural Upgrades at HMT Tennis Center	268,860	5,033	273,893	74,804	-	74,804	-	Complete	74,804	199,089	72.7%	27.3%	100.0%
SE	Structural Upgrades at Raleigh Swim Center	4,481	6	4,487	5,703	-	5,703	-	Complete	5,703	(1,216)	-27.1%	127.1%	100.0%
NW	Structural Upgrades at Somerset Swim Center	8,962	12	8,974	9,333	-	9,333	-	Complete	9,333	(359)	-4.0%	104.0%	100.0%
NE	Sunset Swim Center Structural Upgrades	1,028,200	16,245	1,044,445	626,419	-	626,419	-	Complete	626,419	418,026	40.0%	60.0%	100.0%
NE	Sunset Swim Center Pool Tank	514,100	275	514,375	308,574	-	308,574	-	Complete	308,574	205,801	40.0%	60.0%	100.0%
UND	Auto Gas Meter Shut Off Valves at All Facilities	-	275	275	17,368	-	17,368	-	Complete	17,368	(17,093)	100.0%	0.0%	100.0%
	Sub-total Facility Rehabilitation	6,227,732	132,222	6,359,954	4,815,345	-	4,815,345	-		4,815,345	1,544,609	24.3%	75.7%	100.0%
UND	Authorized use of savings for SW Quad Community Park & Athletic Fields	-	(1,300,000)	(1,300,000)	-	-	-	-	N/A	-	(1,300,000)	n/a	n/a	n/a
	Sub-total Facility Rehabilitation	6,227,732	(1,167,778)	5,059,954	4,815,345	-	4,815,345	-		4,815,345	244,609	4.8%	n/a	n/a
UND	Authorized Use of Savings for Multi-field/Multi-purpose Athletic Field Development	-	(244,609)	(244,609)	-	-	-	-	N/A	-	(244,609)	n/a	n/a	n/a
	Total Facility Rehabilitation	6,227,732	(1,412,387)	4,815,345	4,815,345	-	4,815,345	-		4,815,345	-	0.0%	100.0%	100.0%
Facility Expansion and Improvements														
SE	Elsie Stuhr Center Expansion & Structural Improvements	1,997,868	30,311	2,028,179	2,039,367	-	2,039,367	-	Complete	2,039,367	(11,188)	-0.6%	100.6%	100.0%
SW	Conestoga Rec/Aquatic Expansion & Splash Pad	5,449,460	85,351	5,534,811	5,414,909	-	5,414,909	-	Complete	5,414,909	119,902	2.2%	97.8%	100.0%
SW	Aloha ADA Dressing Rooms	123,384	158	123,542	178,764	-	178,764	-	Complete	178,764	(55,222)	-44.7%	144.7%	100.0%
NW	Aquatics Center ADA Dressing Rooms	133,666	1,083	134,749	180,540	-	180,540	-	Complete	180,540	(45,791)	-34.0%	134.0%	100.0%
NE	Athletic Center HVAC Upgrades	514,100	654	514,754	321,821	-	321,821	-	Complete	321,821	192,933	37.5%	62.5%	100.0%
	Sub-total Facility Expansion and Improvements	8,218,478	117,557	8,336,035	8,135,401	-	8,135,401	-		8,135,401	200,634	2.4%	97.6%	100.0%
UND	Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(200,634)	(200,634)	-	-	-	-	N/A	-	(200,634)	n/a	n/a	n/a
	Total Facility Expansion and Improvements	8,218,478	(83,077)	8,135,401	8,135,401	-	8,135,401	-		8,135,401	-	0.0%	100.0%	100.0%
ADA/Access Improvements														
NW	HMT ADA Parking & other site improvement	735,163	19,544	754,707	1,019,771	-	1,019,771	-	Complete	1,019,771	(265,064)	-35.1%	135.1%	100.0%
UND	ADA Improvements - undesignated funds	116,184	2,712	118,896	72,245	-	72,245	-	Complete	72,245	46,651	39.2%	60.8%	100.0%
SW	ADA Improvements - Barrows Park	8,227	104	8,331	6,825	-	6,825	-	Complete	6,825	1,506	18.1%	81.9%	100.0%
NW	ADA Improvements - Bethany Lake Park	20,564	194	20,758	25,566	-	25,566	-	Complete	25,566	(4,808)	-23.2%	123.2%	100.0%
NE	ADA Improvements - Cedar Hills Recreation Center	8,226	130	8,356	8,255	-	8,255	-	Complete	8,255	101	1.2%	98.8%	100.0%
NE	ADA Improvements - Forest Hills Park	12,338	197	12,535	23,416	-	23,416	-	Complete	23,416	(10,881)	-86.8%	186.8%	100.0%
SE	ADA Improvements - Greenway Park	15,423	196	15,619	-	-	-	-	Cancelled	-	15,619	100.0%	0.0%	0.0%
SW	ADA Improvements - Jenkins Estate	16,450	262	16,712	11,550	-	11,550	-	Complete	11,550	5,162	30.9%	69.1%	100.0%
SW	ADA Improvements - Lawndale Park	30,846	40	30,886	16,626	-	16,626	-	Complete	16,626	14,260	46.2%	53.8%	100.0%
NE	ADA Improvements - Lost Park	15,423	245	15,668	15,000	-	15,000	-	Complete	15,000	668	4.3%	95.7%	100.0%
NW	ADA Improvements - Rock Crk Pwrlne Prk (Soccer Fld)	20,564	327	20,891	17,799	-	17,799	-	Complete	17,799	3,092	14.8%	85.2%	100.0%
NW	ADA Improvements - Skyview Park	5,140	82	5,222	7,075	-	7,075	-	Complete	7,075	(1,853)	-35.5%	135.5%	100.0%
NW	ADA Improvements - Waterhouse Powerline Park	8,226	183	8,409	8,402	-	8,402	-	Complete	8,402	7	0.1%	99.9%	100.0%
NE	ADA Improvements - West Sylvan Park	5,140	82	5,222	5,102	-	5,102	-	Complete	5,102	120	2.3%	97.7%	100.0%
SE	ADA Improvements - Wonderland Park	10,282	163	10,445	4,915	-	4,915	-	Complete	4,915	5,530	52.9%	47.1%	100.0%
	Sub-total ADA/Access Improvements	1,028,196	24,461	1,052,657	1,242,547	-	1,242,547	-		1,242,547	(189,890)	-18.0%	118.0%	100.0%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 06/30/2022 (PRELIM)

Quadrant	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance	Percent of Variance	Cost Expended to Budget	Cost Expended to Total Cost
		Initial Project Budget	Adjustments	Current Total Project Budget FY 20/21	Expended Prior Years	Expended Year-to-Date	Total Expended to Date							
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
UND	Authorized Use of Savings from Bond Issuance Administration Category	-	189,890	189,890	-	-	-	-	N/A	-	189,890	100.0%	n/a	n/a
	Total ADA/Access Improvements	1,028,196	214,351	1,242,547	1,242,547	-	1,242,547	-		1,242,547	-		100.0%	100.0%
	Community Center Land Acquisition													
UND	Community Center / Community Park (SW Quadrant) (Hulse/BSD/Engel)	5,000,000	105,974	5,105,974	1,654,847	-	1,654,847	-	Complete	1,654,847	3,451,127	67.6%	32.4%	100.0%
UND	Community Center / Community Park (SW Quadrant) (Wenzel/Wall)	-	-	-	2,351,777	-	2,351,777	-	Complete	2,351,777	(2,351,777)	-100.0%	n/a	100.0%
	Sub-total Community Center Land Acquisition	5,000,000	105,974	5,105,974	4,006,624	-	4,006,624	-		4,006,624	1,099,350	21.5%	78.5%	100.0%
UND	Outside Funding from Washington County Transferred to New Community Park Development	-	(176,000)	(176,000)	-	-	-	-	N/A	-	(176,000)	n/a	n/a	n/a
UND	Outside Funding from Metro Transferred to New Community Park Development	-	(208,251)	(208,251)	-	-	-	-	N/A	-	(208,251)	n/a	n/a	n/a
UND	Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(715,099)	(715,099)	-	-	-	-	N/A	-	(715,099)	n/a	n/a	n/a
	Total Community Center Land Acquisition	5,000,000	(993,376)	4,006,624	4,006,624	-	4,006,624	-		4,006,624	-	0.0%	100.0%	100.0%
	Bond Administration Costs													
ADM	Debt Issuance Costs	1,393,000	(539,654)	853,346	68,142	-	68,142	-	Complete	68,142	785,204	92.0%	8.0%	100.0%
ADM	Bond Accountant Personnel Costs	-	241,090	241,090	288,678	-	288,678	-	Complete	288,678	(47,588)	-19.7%	119.7%	100.0%
ADM	Deputy Director of Planning Personnel Costs	-	57,454	57,454	57,454	-	57,454	-	Complete	57,454	-	-100.0%	n/a	100.0%
ADM	Communications Support	-	50,000	50,000	12,675	-	12,675	37,325	Budget	50,000	-	0.0%	25.4%	25.4%
ADM	Technology Needs	18,330	-	18,330	23,952	-	23,952	-	Complete	23,952	(5,622)	-30.7%	130.7%	100.0%
ADM	Office Furniture	7,150	-	7,150	5,378	-	5,378	-	Complete	5,378	1,772	24.8%	75.2%	100.0%
ADM	Admin/Consultant Costs	31,520	-	31,520	48,093	-	48,093	-	Complete	48,093	(16,573)	-52.6%	152.6%	100.0%
ADM	Additional Bond Proceeds	-	1,507,717	1,507,717	-	-	-	-	Budget	-	1,507,717	100.0%	0.0%	0.0%
ADM	FY2021-2022 Interest	-	14,500	14,500	-	-	-	-	Budget	-	14,500	100.0%	0.0%	0.0%
	Sub-total Bond Administration Costs	1,450,000	1,331,107	2,781,107	504,372	-	504,372	37,325		541,697	2,239,410	80.5%	18.1%	93.1%
UND	Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(170,485)	(170,485)	-	-	-	-	N/A	-	(170,485)	n/a	n/a	n/a
UND	Authorized Use of Savings for New Neighborhood Parks Development Category	-	(173,175)	(173,175)	-	-	-	-	N/A	-	(173,175)	n/a	n/a	n/a
UND	Authorized use of savings for SW Quad Community Park & Athletic Fields	-	(930,529)	(930,529)	-	-	-	-	N/A	-	(930,529)	n/a	n/a	n/a
UND	Authorized Use of Savings for ADA/Access Improvements Category	-	(189,890)	(189,890)	-	-	-	-	N/A	-	(189,890)	n/a	n/a	n/a
UND	Authorized Use of Savings for Renovate & Redevelop Neighborhood Parks	-	(420,879)	(420,879)	-	-	-	-	N/A	-	(420,879)	n/a	n/a	n/a
UND	Authorized Use of Savings for Multi-field/ Multi-purpose Athletic Field Dev.	-	(29,022)	(29,022)	-	-	-	-	N/A	-	(29,022)	n/a	n/a	n/a
	Total Bond Administration Costs	1,450,000	(582,874)	867,126	504,372	-	504,372	37,325		541,697	325,429	37.5%	58.2%	93.1%
	Grand Total	100,000,000	4,646,886	104,646,886	102,182,821	319,080	102,501,901	1,771,631		104,273,633	373,253	0.4%	98.0%	98.3%

THPRD Bond Capital Program
Funds Reprogramming Analysis - Based on Category Transfer Eligibility
As of 06/30/2022

	Category (Over) Under Budget
Limited Reprogramming	
Land: New Neighborhood Park	-
New Community Park	-
New Linear Park	-
New Community Center/Park	-
	-
	-
Nat Res: Restoration	-
Acquisition	-
	-
	-
All Other	
New Neighborhood Park Dev	-
Neighborhood Park Renov	-
New Community Park Dev	47,824
Community Park Renov	-
New Linear Parks and Trails	-
Athletic Field Development	-
Deferred Park Maint Replace	-
Facility Rehabilitation	-
ADA	-
Facility Expansion	-
Bond Admin Costs	325,429
	373,253
	373,253
Grand Total	373,253

THPRD Bond Capital Program

Category Summary

As of 06/30/2022

	Total Expended to	Estimated Cost to Complete	Project Cumulative	Category (Over) Under Budget	Remaining Spend
Limited Reprogramming					
Land: New Neighborhood Park	11,524,740	-	11,524,740	-	-
New Community Park	8,477,136	-	8,477,136	-	-
New Linear Park	1,222,206	1,195	1,223,401	-	1,195
New Community Center/Park	4,006,624	-	4,006,624	-	-
	<u>25,230,706</u>	<u>1,195</u>	<u>25,231,902</u>	<u>-</u>	<u>1,195</u>
Nat Res: Restoration	2,671,867	1,084,953	3,763,989	(7,169)	1,077,784
Acquisition	9,146,690	-	9,146,690	-	-
	<u>11,818,557</u>	<u>1,084,953</u>	<u>12,910,679</u>	<u>(7,169)</u>	<u>1,077,784</u>
All Other					
New Neighborhood Park Dev	5,188,093	-	5,188,093	-	-
Neighborhood Park Renov	4,367,063	1,325	4,368,388	-	1,325
New Community Park Dev	10,594,517	27,902	10,622,419	47,824	75,726
Community Park Renov	10,317,299	-	10,317,400	-	-
New Linear Parks and Trails	14,739,266	78,443	14,817,709	-	78,443
Athletic Field Development	3,716,261	540,487	4,256,748	-	540,487
Deferred Park Maint Replace	1,832,474	-	1,832,474	-	-
Facility Rehabilitation	4,815,345	-	4,815,345	-	-
ADA	1,242,547.00	-	1,242,547.00	-	-
Facility Expansion	8,135,401	-	8,135,401	-	-
Bond Admin Costs	504,372	37,325	541,596	325,429	362,754
	<u>65,452,638</u>	<u>685,482</u>	<u>66,138,120</u>	<u>373,253</u>	<u>1,058,736</u>
Grand Total	<u>102,501,901</u>	<u>1,771,631</u>	<u>104,280,701</u>	<u>366,084</u>	<u>2,137,715</u>

Fund Balance	2,568,242
Variance	430,527

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 05/31/2022

Quadrant	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance	Percent of Variance	Cost Expended to Budget	Cost Expended to Total Cost
		Initial Project Budget	Adjustments	Current Total Project Budget FY 20/21	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget		
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
BOND CAPITAL PROJECTS FUND														
<u>New Neighborhood Parks Development</u>														
SE	AM Kennedy Park & Athletic Field	1,285,250	50,704	1,335,954	1,674,551	-	1,674,551	-	Complete	1,674,551	(338,597)	-25.3%	125.3%	100.0%
SW	Barsotti Park & Athletic Field	1,285,250	27,556	1,312,806	1,250,248	-	1,250,248	-	Complete	1,250,248	62,558	4.8%	95.2%	100.0%
NW	Hansen Ridge Park (formerly Kaiser Ridge)	771,150	16,338	787,488	731,629	-	731,629	-	Complete	731,629	55,859	7.1%	92.9%	100.0%
SW	Roy Dancer Park	771,150	16,657	787,807	643,447	-	643,447	-	Complete	643,447	144,360	18.3%	81.7%	100.0%
NE	Roger Tilbury Park	771,150	19,713	790,863	888,218	-	888,218	-	Complete	888,218	(97,355)	-12.3%	112.3%	100.0%
	Sub-total New Neighborhood Parks Development	4,883,950	130,968	5,014,918	5,188,093	-	5,188,093	-		5,188,093	(173,175)	-3.5%	103.5%	100.0%
	Authorized Use of Savings from Bond Issuance													
UND	Administration Category	-	173,175	173,175	-	-	-	-	N/A	-	173,175	n/a	n/a	n/a
	Total New Neighborhood Parks Development	4,883,950	304,143	5,188,093	5,188,093	-	5,188,093	-		5,188,093	-	0.0%	100.0%	100.0%
<u>Renovate & Redevelop Neighborhood Parks</u>														
NE	Cedar Mill Park, Trail & Athletic Fields	1,125,879	29,756	1,155,635	990,095	-	990,095	-	Complete	990,095	165,540	14.3%	85.7%	100.0%
SE	Camille Park	514,100	28,634	542,734	585,471	-	585,471	-	Complete	585,471	(42,737)	-7.9%	107.9%	100.0%
NW	Somerset West Park	1,028,200	120,124	1,148,324	1,528,550	-	1,528,550	1,325	Complete	1,529,875	(381,551)	-33.2%	133.1%	99.9%
NW	Pioneer Park and Bridge Replacement	544,934	21,278	566,212	533,358	-	533,358	-	Complete	533,358	32,854	5.8%	94.2%	100.0%
SE	Vista Brook Park	514,100	20,504	534,604	729,590	-	729,590	-	Complete	729,590	(194,986)	-36.5%	136.5%	100.0%
	Sub-total Renovate & Redevelop Neighborhood Parks	3,727,213	220,296	3,947,509	4,367,063	-	4,367,063	1,325		4,368,388	(420,879)	-10.7%	110.6%	100.0%
	Authorized Use of Savings from Bond Issuance													
UND	Administration Category	-	420,879	420,879	-	-	-	-	N/A	-	420,879	n/a	n/a	n/a
	Total Renovate & Redevelop Neighborhood Parks	3,727,213	641,175	4,368,388	4,367,063	-	4,367,063	1,325		4,368,388	-	0.0%	100.0%	100.0%
<u>New Neighborhood Parks Land Acquisition</u>														
NW	New Neighborhood Park - NW Quadrant (Biles)	1,500,000	28,554	1,528,554	1,041,404	-	1,041,404	-	Complete	1,041,404	487,150	31.9%	68.1%	100.0%
NW	New Neighborhood Park - NW Quadrant (Living Hope)	-	-	-	1,067,724	-	1,067,724	-	Complete	1,067,724	(1,067,724)	-100.0%	n/a	100.0%
NW	New Neighborhood Park - NW Quadrant (Mitchell)	-	-	-	793,396	-	793,396	-	Complete	793,396	(793,396)	-100.0%	n/a	100.0%
NW	New Neighborhood Park - NW Quadrant (PGE)	-	-	-	62,712	-	62,712	-	Complete	62,712	(62,712)	-100.0%	n/a	100.0%
NE	New Neighborhood Park - NE Quadrant (Wilson)	1,500,000	27,968	1,527,968	529,294	-	529,294	-	Complete	529,294	998,674	65.4%	34.6%	100.0%
NE	New Neighborhood Park - NE Quadrant (Lehman - formerly undesignated)	1,500,000	33,466	1,533,466	2,119,940	-	2,119,940	-	Complete	2,119,940	(586,474)	-38.2%	138.2%	100.0%
SW	New Neighborhood Park - SW Quadrant (Sterling Savings)	1,500,000	24,918	1,524,918	1,058,925	-	1,058,925	-	Complete	1,058,925	465,993	30.6%	69.4%	100.0%
SW	New Neighborhood Park - SW Quadrant (Altishin)	-	-	-	551,696	-	551,696	-	Complete	551,696	(551,696)	-100.0%	n/a	100.0%
SW	New Neighborhood Park - SW Quadrant (Hung easement for Roy Dancer Park)	-	-	-	60,006	-	60,006	-	Complete	60,006	(60,006)	-100.0%	n/a	100.0%
SE	New Neighborhood Park - SE Quadrant (Cobb)	1,500,000	15,547	1,515,547	2,609,880	-	2,609,880	-	Complete	2,609,880	(1,094,333)	-72.2%	172.2%	100.0%
NW	New Neighborhood Park (North Bethany) (McGettigan)	1,500,000	23,667	1,523,667	1,629,763	-	1,629,763	-	Complete	1,629,763	(106,096)	-7.0%	107.0%	100.0%
UND	New Neighborhood Park - Undesignated	-	-	-	-	-	-	-	Reallocated	-	-	-100.0%	n/a	0.0%
	Sub-total New Neighborhood Parks	9,000,000	154,120	9,154,120	11,524,740	-	11,524,740	-		11,524,740	(2,370,620)	-25.9%	125.9%	100.0%
	Authorized Use of Savings from New Community Park													
UND	Land Acquisition Category	-	1,655,521	1,655,521	-	-	-	-	N/A	-	1,655,521	n/a	n/a	n/a
	Authorized Use of Savings from Community Center /													
UND	Community Park Land Acquisition Category	-	715,099	715,099	-	-	-	-	N/A	-	715,099	n/a	n/a	n/a
	Total New Neighborhood Parks	9,000,000	2,524,740	11,524,740	11,524,740	-	11,524,740	-		11,524,740	-	0.0%	100.0%	100.0%

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		Initial Project Budget	Adjustments	Current Total Project Budget FY 20/21	Expended Prior Years	Expended Year-to-Date	Total Expended to Date							
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
<u>New Community Park Development</u>														
SW	SW Quad Community Park & Athletic Field	7,711,500	343,963	8,055,463	10,518,693	123,648	10,642,341	27,902	Complete	10,670,243	(2,614,780)	-32.5%	132.1%	99.7%
Sub-total New Community Park Development		7,711,500	343,963	8,055,463	10,518,693	123,648	10,642,341	27,902		10,670,243	(2,614,780)	-32.5%	132.1%	99.7%
UND	Authorized use of savings from Bond Facility Rehabilitation category		1,300,000	1,300,000	-	-	-	-	N/A	-	1,300,000	n/a	n/a	n/a
UND	Authorized use of savings from Bond Administration (Issuance) category		930,529	930,529	-	-	-	-	N/A	-	930,529	n/a	n/a	n/a
UND	Outside Funding from Washington County / Metro Transferred from Community Center Land Acquisition	-	384,251	384,251	-	-	-	-	N/A	-	384,251	n/a	n/a	n/a
Total New Community Park Development		7,711,500	2,958,743	10,670,243	10,518,693	123,648	10,642,341	27,902		10,670,243	-	0.0%	99.7%	99.7%
<u>New Community Park Land Acquisition</u>														
NE	New Community Park - NE Quadrant (Teufel)	10,000,000	132,657	10,132,657	8,103,899	-	8,103,899	-	Complete	8,103,899	2,028,758	20.0%	80.0%	100.0%
NE	Community Park Expansion - NE Quad (BSD/William Walker)	-	-	-	373,237	-	373,237	-	Complete	373,237	(373,237)	100.0%	n/a	100.0%
Sub-total New Community Park		10,000,000	132,657	10,132,657	8,477,136	-	8,477,136	-		8,477,136	1,655,521	16.3%	83.7%	100.0%
UND	Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(1,655,521)	(1,655,521)	-	-	-	-	N/A	-	(1,655,521)	n/a	n/a	n/a
Total New Community Park		10,000,000	(1,522,864)	8,477,136	8,477,136	-	8,477,136	-		8,477,136	-	0.0%	100.0%	100.0%
<u>Renovate and Redevelop Community Parks</u>														
NE	Cedar Hills Park & Athletic Field	6,194,905	449,392	6,644,297	7,684,215	-	7,684,215	-	Complete	7,684,316	(1,040,019)	-15.7%	115.7%	100.0%
SE	Schiffler Park	3,598,700	74,403	3,673,103	2,633,084	-	2,633,084	-	Complete	2,633,084	1,040,019	28.3%	71.7%	100.0%
Total Renovate and Redevelop Community Parks		9,793,605	523,795	10,317,400	10,317,299	-	10,317,299	-		10,317,400	-	0.0%	100.0%	100.0%
<u>Natural Area Preservation - Restoration</u>														
NE	Roger Tilbury Memorial Park	30,846	1,872	32,718	36,450	-	36,450	-	Complete	36,450	(3,732)	-11.4%	111.4%	100.0%
NE	Cedar Mill Park	30,846	1,172	32,018	1,201	-	1,201	-	Complete	1,201	30,817	96.2%	3.8%	100.0%
NE	Jordan/Jackie Husen Park	308,460	8,961	317,421	36,236	-	36,236	-	Complete	36,236	281,185	88.6%	11.4%	100.0%
NW	NE/Bethany Meadows Trail Habitat Connection	246,768	16,178	262,946	-	-	-	-	On Hold	-	262,946	100.0%	0.0%	0.0%
NW	Hansen Ridge Park (formerly Kaiser Ridge)	10,282	300	10,582	12,929	-	12,929	-	Complete	12,929	(2,347)	-22.2%	122.2%	100.0%
NW	Allenbach Acres Park	41,128	2,318	43,446	10,217	-	10,217	-	Complete	10,217	33,229	76.5%	23.5%	100.0%
NW	Crystal Creek Park	205,640	7,208	212,848	95,401	-	95,401	-	Complete	95,401	117,447	55.2%	44.8%	100.0%
NE	Foothills Park	61,692	1,172	62,864	46,178	-	46,178	-	Complete	46,178	16,686	26.5%	73.5%	100.0%
NE	Commonwealth Lake Park	41,128	778	41,906	30,809	-	30,809	-	Complete	30,809	11,097	26.5%	73.5%	100.0%
NW	Tualatin Hills Nature Park	90,800	2,323	93,123	27,696	-	27,696	-	Complete	27,696	65,427	70.3%	29.7%	100.0%
NE	Pioneer Park	10,282	254	10,536	9,421	-	9,421	-	Complete	9,421	1,115	10.6%	89.4%	100.0%
NW	Whispering Woods Park	51,410	914	52,324	48,871	-	48,871	-	Complete	48,871	3,453	6.6%	93.4%	100.0%
NW	Willow Creek Nature Park	20,564	389	20,953	21,877	-	21,877	-	Complete	21,877	(924)	-4.4%	104.4%	100.0%
SE	AM Kennedy Park	30,846	741	31,587	26,866	-	26,866	-	Complete	26,866	4,721	14.9%	85.1%	100.0%
SE	Camille Park	77,115	1,784	78,899	61,399	-	61,399	-	Complete	61,399	17,500	22.2%	77.8%	100.0%
SE	Vista Brook Park	20,564	897	21,461	5,414	-	5,414	-	Complete	5,414	16,047	74.8%	25.2%	100.0%
SE	Greenway Park/Koll Center	61,692	2,316	64,008	56,727	-	56,727	-	Complete	56,727	7,281	11.4%	88.6%	100.0%
SE	Bauman Park	82,256	2,024	84,280	30,153	-	30,153	-	Complete	30,153	54,127	64.2%	35.8%	100.0%
SE	Fanno Creek Park	162,456	6,736	169,192	65,185	-	65,185	-	Complete	65,185	104,007	61.5%	38.5%	100.0%
SE	Hideaway Park	41,128	1,105	42,233	38,459	-	38,459	-	Complete	38,459	3,774	8.9%	91.1%	100.0%
SW	Murrayhill Park	61,692	1,031	62,723	65,712	-	65,712	-	Complete	65,712	(2,989)	-4.8%	104.8%	100.0%
SE	Hyland Forest Park	71,974	1,342	73,316	65,521	-	65,521	-	Complete	65,521	7,795	10.6%	89.4%	100.0%
SW	Cooper Mountain	205,640	13,479	219,119	14	-	14	-	On Hold	14	219,105	100.0%	0.0%	100.0%
SW	Winkelman Park	10,282	241	10,523	5,894	-	5,894	-	Complete	5,894	4,629	44.0%	56.0%	100.0%
SW	Lowami Hart Woods	287,896	9,345	297,241	130,125	-	130,125	-	Complete	130,125	167,116	56.2%	43.8%	100.0%
SW	Rosa/Hazeldale Parks	28,790	722	29,512	12,754	-	12,754	-	Complete	12,754	16,758	56.8%	43.2%	100.0%
SW	Mt Williams Park	102,820	9,269	112,089	52,362	-	52,362	-	Complete	52,362	59,727	53.3%	46.7%	100.0%

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		Initial Project Budget	Adjustments	Current Total Project Budget FY 20/21	Expended Prior Years	Expended Year-to-Date	Total Expended to Date							
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)							
SW	Jenkins Estate	154,230	3,365	157,595	139,041	-	139,041	-	Complete	139,041	18,554	11.8%	88.2%	100.0%
SW	Summercrest Park	10,282	193	10,475	7,987	-	7,987	-	Complete	7,987	2,488	23.8%	76.2%	100.0%
SW	Morrison Woods	61,692	4,042	65,734	0	-	0	-	Cancelled	0	65,734	100.0%	0.0%	100.0%
UND	Interpretive Sign Network	339,306	9,264	348,570	326,776	-	326,776	-	Complete	326,776	21,794	6.3%	93.7%	100.0%
NW	Beaverton Creek Trail	61,692	4,043	65,735	-	-	-	-	On Hold	-	65,735	100.0%	0.0%	0.0%
NW	Bethany Wetlands/Bronson Creek	41,128	2,695	43,823	-	-	-	-	On Hold	-	43,823	100.0%	0.0%	0.0%
NW	Bluegrass Downs Park	15,423	1,010	16,433	-	-	-	-	On Hold	-	16,433	100.0%	0.0%	0.0%
NW	Crystal Creek	41,128	2,696	43,824	-	-	-	-	On Hold	-	43,824	100.0%	0.0%	0.0%
UND	Reallocation of project savings to new project budgets	-	(865,000)	(865,000)	-	-	-	-	Reallocation	-	(865,000)	100.0%	0.0%	0.0%
SE	Hyland Woods Phase 2	-	77,120	77,120	65,453	-	65,453	-	Complete	65,453	11,667	15.1%	84.9%	100.0%
SW	Jenkins Estate Phase 2	-	131,457	131,457	67,754	-	67,754	-	Complete	67,754	63,703	48.5%	51.5%	100.0%
NW	Somerset	-	161,030	161,030	161,030	-	161,030	-	Complete	161,030	-	0.0%	100.0%	100.0%
NW	Rock Creek Greenway	-	167,501	167,501	150,152	-	150,152	-	Complete	150,152	17,349	10.4%	89.6%	100.0%
NW	Whispering Woods Phase 2	-	102,661	102,661	97,000	-	97,000	-	Complete	97,000	5,661	5.5%	94.5%	100.0%
SE	Raleigh Park	-	118,187	118,187	30,975	50,164	81,139	238,009	Site Prep	319,148	(200,961)	-170.0%	68.7%	25.4%
NE	Bannister Creek Greenway/NE Park	-	80,798	80,798	28,488	3,016	31,504	49,294	Site Prep	80,798	-	0.0%	39.0%	39.0%
NW	Beaverton Creek Greenway Duncan	-	20,607	20,607	-	-	-	-	Cancelled	-	20,607	100.0%	0.0%	0.0%
SE	Church of Nazarene	-	30,718	30,718	14,121	-	14,121	-	Complete	14,121	16,597	54.0%	46.0%	100.0%
SW	Lilly K. Johnson Woods	-	30,722	30,722	37,132	-	37,132	-	Complete	37,132	(6,410)	-20.9%	120.9%	100.0%
UND	Restoration of new properties to be acquired	643,023	41,096	684,119	976	-	976	6,196	On Hold	7,172	676,947	99.0%	0.1%	13.6%
UND	Reallocation of project savings to new project budgets	-	(1,570,245)	(1,570,245)	-	-	-	-	Reallocation	-	(1,570,245)	100.0%	0.0%	0.0%
NE	NE Quadrant Property(Findley)	-	471,984	471,984	19,983	18,000	37,983	434,001	Site Prep	471,984	-	0.0%	8.0%	8.0%
NE	N. Johnson Greenway (Peterkort)	-	262,760	262,760	-	-	-	-	Cancelled	-	262,760	100.0%	0.0%	0.0%
NE	Commonwealth Lake Park	-	62,932	62,932	-	3,837	3,837	59,095	Budget	62,932	-	0.0%	6.1%	6.1%
SW	155th Wetlands	-	26,060	26,060	22,951	-	22,951	-	Complete	22,951	3,109	11.9%	88.1%	100.0%
SW	Bronson Creek New Properties	-	104,887	104,887	-	-	-	104,887	Budget	104,887	-	0.0%	0.0%	0.0%
SE	Fanno Creek Greenway	-	83,909	83,909	80,114	-	80,114	-	Complete	80,114	3,795	4.5%	95.5%	100.0%
NW	HMT north woods and stream	-	52,176	52,176	20,235	3,800	24,035	28,141	Site Prep	52,176	-	0.0%	46.1%	46.1%
NE	Cedar Mill Creek Greenway	-	31,260	31,260	18,959	2,860	21,820	9,440	Site Prep	31,260	-	0.0%	69.8%	69.8%
SW	Fir Grove Park	-	25,908	25,908	14,369	8,225	22,594	3,314	Site Prep	25,908	-	0.0%	87.2%	87.2%
SW	HL Cain Wetlands	-	25,989	25,989	23,275	-	23,275	2,714	Site Prep	25,989	-	0.0%	89.6%	89.6%
NW	Bronson Creek Park	-	26,191	26,191	5,401	597	5,998	20,193	Site Prep	26,191	-	0.0%	22.9%	22.9%
SE	Center Street Wetlands Area	-	20,939	20,939	7,387	2,543	9,930	11,009	Site Prep	20,939	-	0.0%	47.4%	47.4%
SW	Tallac Terrace Park	-	10,511	10,511	-	-	-	-	Cancelled	-	10,511	100.0%	0.0%	0.0%
NE	Forest Hills Park	-	10,462	10,462	2,154	-	2,154	8,308	Site Prep	10,462	-	0.0%	20.6%	20.6%
UND	Arborist/Tree Management	-	297,824	297,824	115,702	28,213	143,915	75,251	Site Prep	219,166	78,658	26.4%	48.3%	65.7%
NW	North Bethany Greenway	-	26,131	26,131	8,546	1,002	9,547	16,584	Site Prep	26,131	-	0.0%	36.5%	36.5%
NW	Willow Creek Greenway II	-	26,031	26,031	24,480	5,741	30,221	1,706	Complete	31,927	(5,896)	-22.6%	116.1%	94.7%
NW	Westside Trail Segment 18	-	26,221	26,221	475	-	475	25,746	Budget	26,221	-	0.0%	1.8%	1.8%
SW	Westside Trail- Burntwood area	-	25,813	25,813	23,939	-	23,939	-	Complete	23,939	1,874	7.3%	92.7%	100.0%
NW	Waterhouse Trail	-	26,207	26,207	1,979	620	2,599	23,608	Site Prep	26,207	-	0.0%	9.9%	9.9%
Sub-total Natural Area Restoration		3,762,901	293,026	4,055,927	2,510,704	128,619	2,639,323	1,416,604		3,756,820	299,107	7.4%	65.1%	70.3%
UND	Authorized Use of Savings for Natural Area Preservation - Land Acquisition	-	(299,107)	(299,107)	-	-	-	(299,107)	N/A	-	(299,107)	n/a	n/a	n/a
Total Natural Area Restoration		3,762,901	(6,081)	3,756,820	2,510,704	128,619	2,639,323	1,117,497		3,756,820	-	0.0%	70.3%	70.3%
Natural Area Preservation - Land Acquisition														
UND	Natural Area Acquisitions	8,400,000	447,583	8,847,583	9,146,690	-	9,146,690	-	Budget	9,146,690	(299,107)	-3.4%	103.4%	100.0%
Sub-total Natural Area Preservation - Land Acquisition		8,400,000	447,583	8,847,583	9,146,690	-	9,146,690	-		9,146,690	(299,107)	-3.4%	103.4%	100.0%
UND	Authorized Use of Savings from Natural Area Restoration	-	299,107	299,107	-	-	-	-	N/A	-	299,107	n/a	n/a	n/a
Total Natural Area Preservation - Land Acquisition		8,400,000	746,690	9,146,690	9,146,690	-	9,146,690	-		9,146,690	-	0.0%	100.0%	100.0%

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		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
<u>New Linear Park and Trail Development</u>														
SW	Westside Trail Segments 1, 4, & 7	4,267,030	85,084	4,352,114	4,381,083	-	4,381,083	-	Complete	4,381,083	(28,969)	-0.7%	100.7%	100.0%
NE	Jordan/Husen Park Trail	1,645,120	46,432	1,691,552	1,227,496	-	1,227,496	-	Complete	1,227,496	464,056	27.4%	72.6%	100.0%
NW	Waterhouse Trail Segments 1, 5 & West Spur	3,804,340	78,646	3,882,986	4,394,637	-	4,394,637	-	Complete	4,394,637	(511,651)	-13.2%	113.2%	100.0%
NW	Rock Creek Trail #5 & Allenbach, North Bethany #2	2,262,040	103,949	2,365,989	1,743,667	-	1,743,667	-	Complete	1,743,667	622,322	26.3%	73.7%	100.0%
UND	Miscellaneous Natural Trails	100,000	8,837	108,837	30,394	-	30,394	78,443	Budget	108,837	-	0.0%	27.9%	100.0%
NW	Nature Park - Old Wagon Trail	359,870	3,094	362,964	238,702	-	238,702	-	Complete	238,702	124,262	34.2%	65.8%	100.0%
NE	NE Quadrant Trail - Bluffs Phase 2	257,050	14,797	271,847	412,424	-	412,424	-	Complete	412,424	(140,577)	-51.7%	151.7%	100.0%
SW	Lowami Hart Woods	822,560	55,645	878,205	1,255,274	-	1,255,274	-	Complete	1,255,274	(377,069)	-42.9%	142.9%	100.0%
NW	Westside - Waterhouse Trail Connection	1,542,300	48,560	1,590,860	1,055,589	-	1,055,589	-	Complete	1,055,589	535,271	33.6%	66.4%	100.0%
	Sub-total New Linear Park and Trail Development	15,060,310	445,044	15,505,354	14,739,266	-	14,739,266	78,443		14,817,709	687,645	4.4%	95.1%	99.5%
	Authorized Use of Savings for Multi-field/Multi-purpose Athletic Field Development	-	(687,645)	(687,645)	-	-	-	-	N/A	-	(687,645)	n/a	n/a	n/a
	Total New Linear Park and Trail Development	15,060,310	(242,601)	14,817,709	14,739,266	-	14,739,266	78,443		14,817,709	-	0.0%	99.5%	99.5%
<u>New Linear Park and Trail Land Acquisition</u>														
UND	New Linear Park and Trail Acquisitions	1,200,000	23,401	1,223,401	1,222,206	-	1,222,206	1,195	Budget	1,223,401	-	0.0%	99.9%	99.9%
	Total New Linear Park and Trail Land Acquisition	1,200,000	23,401	1,223,401	1,222,206	-	1,222,206	1,195		1,223,401	-	0.0%	99.9%	99.9%
<u>Multi-field/Multi-purpose Athletic Field Development</u>														
SW	Winkelman Athletic Field	514,100	34,601	548,701	941,843	-	941,843	-	Complete	941,843	(393,142)	-71.6%	171.6%	100.0%
SE	Meadow Waye Park	514,100	4,791	518,891	407,340	-	407,340	-	Complete	407,340	111,551	21.5%	78.5%	100.0%
NW	New Fields in NW Quadrant - Living Hope	514,100	77,969	592,069	1,169,762	5,364	1,175,126	81,935	Award	1,257,061	(664,992)	-112.3%	198.5%	93.5%
NE	New Fields in NE Quadrant (Cedar Mill Park)	514,100	14,184	528,284	527,993	-	527,993	-	Complete	527,993	291	0.1%	99.9%	100.0%
SW	New Fields in SW Quadrant - MVCP	514,100	59,494	573,594	38,312	73,819	112,131	461,463	Budget	573,594	-	0.0%	19.5%	19.5%
SE	New Fields in SE Quadrant (Conestoga Middle School)	514,100	19,833	533,933	548,917	-	548,917	-	Complete	548,917	(14,984)	-2.8%	102.8%	100.0%
	Sub-total Multi-field/Multi-purpose Athletic Field Dev.	3,084,600	210,872	3,295,472	3,634,168	79,183	3,713,350	543,398		4,256,748	(961,276)	-29.2%	112.7%	87.2%
	Authorized Use of Savings from New Linear Park and Trail Development category	-	687,645	687,645	-	-	-	-	N/A	-	687,645	n/a	n/a	n/a
	Authorized Use of Savings from Facility Rehabilitation category	-	244,609	244,609	-	-	-	-	N/A	-	244,609	n/a	n/a	n/a
	Authorized Use of Savings from Bond Issuance Administration Category	-	29,022	29,022	-	-	-	-	N/A	-	29,022	n/a	n/a	n/a
	Total Multi-field/Multi-purpose Athletic Field Dev.	3,084,600	1,172,148	4,256,748	3,634,168	79,183	3,713,350	543,398		4,256,748	-	0.0%	87.2%	87.2%
<u>Deferred Park Maintenance Replacements</u>														
UND	Play Structure Replacements at 11 sites	810,223	3,685	813,908	773,055	-	773,055	-	Complete	773,055	40,853	5.0%	95.0%	100.0%
NW	Bridge/boardwalk replacement - Willow Creek	96,661	1,276	97,937	127,277	-	127,277	-	Complete	127,277	(29,340)	-30.0%	130.0%	100.0%
SW	Bridge/boardwalk replacement - Rosa Park	38,909	369	39,278	38,381	-	38,381	-	Complete	38,381	897	2.3%	97.7%	100.0%
SW	Bridge/boardwalk replacement - Jenkins Estate	7,586	34	7,620	28,430	-	28,430	-	Complete	28,430	(20,810)	-273.1%	373.1%	100.0%
SE	Bridge/boardwalk replacement - Hartwood Highlands	10,767	134	10,901	985	-	985	-	Cancelled	985	9,916	91.0%	9.0%	100.0%
NE	Irrigation Replacement at Roxbury Park	48,854	63	48,917	41,902	-	41,902	-	Complete	41,902	7,015	14.3%	85.7%	100.0%
UND	Pedestrian Path Replacement at 3 sites	116,687	150	116,837	118,039	-	118,039	-	Complete	118,039	(1,202)	-1.0%	101.0%	100.0%
SW	Permeable Parking Lot at Aloha Swim Center	160,914	1,515	162,429	191,970	-	191,970	-	Complete	191,970	(29,541)	-18.2%	118.2%	100.0%
NE	Permeable Parking Lot at Sunset Swim Center	160,914	2,614	163,528	512,435	-	512,435	-	Complete	512,435	(348,907)	-213.4%	313.4%	100.0%
	Sub-total Deferred Park Maintenance Replacements	1,451,515	9,840	1,461,355	1,832,474	-	1,832,474	-		1,832,474	(371,119)	-25.4%	125.4%	100.0%
	Authorized Use of Savings from Facility Expansion & Improvements Category	-	200,634	200,634	-	-	-	-	N/A	-	200,634	n/a	n/a	n/a
	Authorized Use of Savings from Bond Issuance Administration Category	-	170,485	170,485	-	-	-	-	N/A	-	170,485	n/a	n/a	n/a
	Total Deferred Park Maintenance Replacements	1,451,515	380,959	1,832,474	1,832,474	-	1,832,474	-		1,832,474	-	0.0%	100.0%	100.0%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 05/31/2022

Quadrant	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance	Percent of Variance	Cost Expended to Budget	Cost Expended to Total Cost
		Initial Project Budget	Adjustments	Current Total Project Budget FY 20/21	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget		
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
Facility Rehabilitation														
UND	Structural Upgrades at Several Facilities	317,950	(194,874)	123,076	115,484	-	115,484	-	Complete	115,484	7,592	6.2%	93.8%	100.0%
SW	Structural Upgrades at Aloha Swim Center	406,279	8,497	414,776	518,302	-	518,302	-	Complete	518,302	(103,526)	-25.0%	125.0%	100.0%
SE	Structural Upgrades at Beaverton Swim Center	1,447,363	37,353	1,484,716	820,440	-	820,440	-	Complete	820,440	664,276	44.7%	55.3%	100.0%
NE	Structural Upgrades at Cedar Hills Recreation Center	628,087	18,177	646,264	544,403	-	544,403	-	Complete	544,403	101,861	15.8%	84.2%	100.0%
SW	Structural Upgrades at Conestoga Rec/Aquatic Ctr	44,810	847	45,657	66,762	-	66,762	-	Complete	66,762	(21,105)	-46.2%	146.2%	100.0%
SE	Structural Upgrades at Garden Home Recreation Center	486,935	21,433	508,368	513,762	-	513,762	-	Complete	513,762	(5,394)	-1.1%	101.1%	100.0%
SE	Structural Upgrades at Harman Swim Center	179,987	2,779	182,766	73,115	-	73,115	-	Complete	73,115	109,651	60.0%	40.0%	100.0%
NW	Structural Upgrades at HMT/50 Mtr Pool/Aquatic Ctr	312,176	4,692	316,868	233,429	-	233,429	-	Complete	233,429	83,439	26.3%	73.7%	100.0%
NW	Structural Upgrades at HMT Aquatic Ctr - Roof Replacement	-	203,170	203,170	446,162	-	446,162	-	Complete	446,162	(242,992)	-119.6%	219.6%	100.0%
NW	Structural Upgrades at HMT Administration Building	397,315	6,080	403,395	299,599	-	299,599	-	Complete	299,599	103,796	25.7%	74.3%	100.0%
NW	Structural Upgrades at HMT Athletic Center	65,721	85	65,806	66,000	-	66,000	-	Complete	66,000	(194)	-0.3%	100.3%	100.0%
NW	Structural Upgrades at HMT Dryland Training Ctr	116,506	2,137	118,643	75,686	-	75,686	-	Complete	75,686	42,957	36.2%	63.8%	100.0%
NW	Structural Upgrades at HMT Tennis Center	268,860	5,033	273,893	74,804	-	74,804	-	Complete	74,804	199,089	72.7%	27.3%	100.0%
SE	Structural Upgrades at Raleigh Swim Center	4,481	6	4,487	5,703	-	5,703	-	Complete	5,703	(1,216)	-27.1%	127.1%	100.0%
NW	Structural Upgrades at Somerset Swim Center	8,962	12	8,974	9,333	-	9,333	-	Complete	9,333	(359)	-4.0%	104.0%	100.0%
NE	Sunset Swim Center Structural Upgrades	1,028,200	16,245	1,044,445	626,419	-	626,419	-	Complete	626,419	418,026	40.0%	60.0%	100.0%
NE	Sunset Swim Center Pool Tank	514,100	275	514,375	308,574	-	308,574	-	Complete	308,574	205,801	40.0%	60.0%	100.0%
UND	Auto Gas Meter Shut Off Valves at All Facilities	-	275	275	17,368	-	17,368	-	Complete	17,368	(17,093)	100.0%	0.0%	100.0%
Sub-total Facility Rehabilitation		6,227,732	132,222	6,359,954	4,815,345	-	4,815,345	-		4,815,345	1,544,609	24.3%	75.7%	100.0%
UND	Authorized use of savings for SW Quad Community Park & Athletic Fields	-	(1,300,000)	(1,300,000)	-	-	-	-	N/A	-	(1,300,000)	n/a	n/a	n/a
Sub-total Facility Rehabilitation		6,227,732	(1,167,778)	5,059,954	4,815,345	-	4,815,345	-		4,815,345	244,609	4.8%	n/a	n/a
UND	Authorized Use of Savings for Multi-field/Multi-purpose Athletic Field Development	-	(244,609)	(244,609)	-	-	-	-	N/A	-	(244,609)	n/a	n/a	n/a
Total Facility Rehabilitation		6,227,732	(1,412,387)	4,815,345	4,815,345	-	4,815,345	-		4,815,345	-	0.0%	100.0%	100.0%
Facility Expansion and Improvements														
SE	Elsie Stuhr Center Expansion & Structural Improvements	1,997,868	30,311	2,028,179	2,039,367	-	2,039,367	-	Complete	2,039,367	(11,188)	-0.6%	100.6%	100.0%
SW	Conestoga Rec/Aquatic Expansion & Splash Pad	5,449,460	85,351	5,534,811	5,414,909	-	5,414,909	-	Complete	5,414,909	119,902	2.2%	97.8%	100.0%
SW	Aloha ADA Dressing Rooms	123,384	158	123,542	178,764	-	178,764	-	Complete	178,764	(55,222)	-44.7%	144.7%	100.0%
NW	Aquatics Center ADA Dressing Rooms	133,666	1,083	134,749	180,540	-	180,540	-	Complete	180,540	(45,791)	-34.0%	134.0%	100.0%
NE	Athletic Center HVAC Upgrades	514,100	654	514,754	321,821	-	321,821	-	Complete	321,821	192,933	37.5%	62.5%	100.0%
Sub-total Facility Expansion and Improvements		8,218,478	117,557	8,336,035	8,135,401	-	8,135,401	-		8,135,401	200,634	2.4%	97.6%	100.0%
UND	Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(200,634)	(200,634)	-	-	-	-	N/A	-	(200,634)	n/a	n/a	n/a
Total Facility Expansion and Improvements		8,218,478	(83,077)	8,135,401	8,135,401	-	8,135,401	-		8,135,401	-	0.0%	100.0%	100.0%
ADA/Access Improvements														
NW	HMT ADA Parking & other site improvement	735,163	19,544	754,707	1,019,771	-	1,019,771	-	Complete	1,019,771	(265,064)	-35.1%	135.1%	100.0%
UND	ADA Improvements - undesignated funds	116,184	2,712	118,896	72,245	-	72,245	-	Complete	72,245	46,651	39.2%	60.8%	100.0%
SW	ADA Improvements - Barrows Park	8,227	104	8,331	6,825	-	6,825	-	Complete	6,825	1,506	18.1%	81.9%	100.0%
NW	ADA Improvements - Bethany Lake Park	20,564	194	20,758	25,566	-	25,566	-	Complete	25,566	(4,808)	-23.2%	123.2%	100.0%
NE	ADA Improvements - Cedar Hills Recreation Center	8,226	130	8,356	8,255	-	8,255	-	Complete	8,255	101	1.2%	98.8%	100.0%
NE	ADA Improvements - Forest Hills Park	12,338	197	12,535	23,416	-	23,416	-	Complete	23,416	(10,881)	-86.8%	186.8%	100.0%
SE	ADA Improvements - Greenway Park	15,423	196	15,619	-	-	-	-	Cancelled	-	15,619	100.0%	0.0%	0.0%
SW	ADA Improvements - Jenkins Estate	16,450	262	16,712	11,550	-	11,550	-	Complete	11,550	5,162	30.9%	69.1%	100.0%
SW	ADA Improvements - Lawndale Park	30,846	40	30,886	16,626	-	16,626	-	Complete	16,626	14,260	46.2%	53.8%	100.0%
NE	ADA Improvements - Lost Park	15,423	245	15,668	15,000	-	15,000	-	Complete	15,000	668	4.3%	95.7%	100.0%
NW	ADA Improvements - Rock Crk Pwrlne Prk (Soccer Fld)	20,564	327	20,891	17,799	-	17,799	-	Complete	17,799	3,092	14.8%	85.2%	100.0%
NW	ADA Improvements - Skyview Park	5,140	82	5,222	7,075	-	7,075	-	Complete	7,075	(1,853)	-35.5%	135.5%	100.0%
NW	ADA Improvements - Waterhouse Powerline Park	8,226	183	8,409	8,402	-	8,402	-	Complete	8,402	7	0.1%	99.9%	100.0%
NE	ADA Improvements - West Sylvan Park	5,140	82	5,222	5,102	-	5,102	-	Complete	5,102	120	2.3%	97.7%	100.0%
SE	ADA Improvements - Wonderland Park	10,282	163	10,445	4,915	-	4,915	-	Complete	4,915	5,530	52.9%	47.1%	100.0%
Sub-total ADA/Access Improvements		1,028,196	24,461	1,052,657	1,242,547	-	1,242,547	-		1,242,547	(189,890)	-18.0%	118.0%	100.0%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 05/31/2022

Quadrant	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance Est. Cost (Over) Under Budget	Percent of Variance Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost
		Initial Project Budget	Adjustments	Current Total Project Budget FY 20/21	Expended Prior Years	Expended Year-to-Date	Total Expended to Date							
		(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
UND	Authorized Use of Savings from Bond Issuance Administration Category	-	189,890	189,890	-	-	-	-	N/A	-	189,890	100.0%	n/a	n/a
	Total ADA/Access Improvements	1,028,196	214,351	1,242,547	1,242,547	-	1,242,547	-		1,242,547	-		100.0%	100.0%
	Community Center Land Acquisition													
UND	Community Center / Community Park (SW Quadrant) (Hulse/BSD/Engel)	5,000,000	105,974	5,105,974	1,654,847	-	1,654,847	-	Complete	1,654,847	3,451,127	67.6%	32.4%	100.0%
UND	Community Center / Community Park (SW Quadrant) (Wenzel/Wall)	-	-	-	2,351,777	-	2,351,777	-	Complete	2,351,777	(2,351,777)	-100.0%	n/a	100.0%
	Sub-total Community Center Land Acquisition	5,000,000	105,974	5,105,974	4,006,624	-	4,006,624	-		4,006,624	1,099,350	21.5%	78.5%	100.0%
UND	Outside Funding from Washington County Transferred to New Community Park Development	-	(176,000)	(176,000)	-	-	-	-	N/A	-	(176,000)	n/a	n/a	n/a
UND	Outside Funding from Metro Transferred to New Community Park Development	-	(208,251)	(208,251)	-	-	-	-	N/A	-	(208,251)	n/a	n/a	n/a
UND	Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(715,099)	(715,099)	-	-	-	-	N/A	-	(715,099)	n/a	n/a	n/a
	Total Community Center Land Acquisition	5,000,000	(993,376)	4,006,624	4,006,624	-	4,006,624	-		4,006,624	-	0.0%	100.0%	100.0%
	Bond Administration Costs													
ADM	Debt Issuance Costs	1,393,000	(539,654)	853,346	68,142	-	68,142	-	Complete	68,142	785,204	92.0%	8.0%	100.0%
ADM	Bond Accountant Personnel Costs	-	241,090	241,090	288,678	-	288,678	-	Complete	288,678	(47,588)	-19.7%	119.7%	100.0%
ADM	Deputy Director of Planning Personnel Costs	-	57,454	57,454	57,454	-	57,454	-	Complete	57,454	-	-100.0%	n/a	100.0%
ADM	Communications Support	-	50,000	50,000	12,675	-	12,675	37,325	Budget	50,000	-	0.0%	25.4%	25.4%
ADM	Technology Needs	18,330	-	18,330	23,952	-	23,952	-	Complete	23,952	(5,622)	-30.7%	130.7%	100.0%
ADM	Office Furniture	7,150	-	7,150	5,378	-	5,378	-	Complete	5,378	1,772	24.8%	75.2%	100.0%
ADM	Admin/Consultant Costs	31,520	-	31,520	48,093	-	48,093	-	Complete	48,093	(16,573)	-52.6%	152.6%	100.0%
ADM	Additional Bond Proceeds	-	1,507,717	1,507,717	-	-	-	-	Budget	-	1,507,717	100.0%	0.0%	0.0%
ADM	FY2021-2022 Interest	-	14,500	14,500	-	-	-	-	Budget	-	14,500	100.0%	0.0%	0.0%
	Sub-total Bond Administration Costs	1,450,000	1,331,107	2,781,107	504,372	-	504,372	37,325		541,697	2,239,410	80.5%	18.1%	93.1%
UND	Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(170,485)	(170,485)	-	-	-	-	N/A	-	(170,485)	n/a	n/a	n/a
UND	Authorized Use of Savings for New Neighborhood Parks Development Category	-	(173,175)	(173,175)	-	-	-	-	N/A	-	(173,175)	n/a	n/a	n/a
UND	Authorized use of savings for SW Quad Community Park & Athletic Fields	-	(930,529)	(930,529)	-	-	-	-	N/A	-	(930,529)	n/a	n/a	n/a
UND	Authorized Use of Savings for ADA/Access Improvements Category	-	(189,890)	(189,890)	-	-	-	-	N/A	-	(189,890)	n/a	n/a	n/a
UND	Authorized Use of Savings for Renovate & Redevelop Neighborhood Parks	-	(420,879)	(420,879)	-	-	-	-	N/A	-	(420,879)	n/a	n/a	n/a
UND	Authorized Use of Savings for Multi-field/ Multi-purpose Athletic Field Dev.	-	(29,022)	(29,022)	-	-	-	-	N/A	-	(29,022)	n/a	n/a	n/a
	Total Bond Administration Costs	1,450,000	(582,874)	867,126	504,372	-	504,372	37,325		541,697	325,429	37.5%	58.2%	93.1%
	Grand Total	100,000,000	4,646,886	104,646,886	102,182,821	331,450	102,514,271	1,807,085		104,321,457	325,429	0.3%	98.0%	98.3%

THPRD Bond Capital Program
Funds Reprogramming Analysis - Based on Category Transfer Eligibility
As of 05/31/2022

	Category (Over) Under Budget
Limited Reprogramming	
Land: New Neighborhood Park	-
New Community Park	-
New Linear Park	-
New Community Center/Park	-
	-
	-
Nat Res: Restoration	-
Acquisition	-
	-
	-
All Other	
New Neighborhood Park Dev	-
Neighborhood Park Renov	-
New Community Park Dev	-
Community Park Renov	-
New Linear Parks and Trails	-
Athletic Field Development	-
Deferred Park Maint Replace	-
Facility Rehabilitation	-
ADA	-
Facility Expansion	-
Bond Admin Costs	325,429
	325,429
	325,429
Grand Total	325,429

THPRD Bond Capital Program

Category Summary

As of 05/31/2022

	Total Expended to Date	Estimated Cost to Complete	Project Cumulative Costs	Category (Over) Under Budget	Remaining Spend
Limited Reprogramming					
Land: New Neighborhood Park	11,524,740	-	11,524,740	-	-
New Community Park	8,477,136	-	8,477,136	-	-
New Linear Park	1,222,206	1,195	1,223,401	-	1,195
New Community Center/Park	4,006,624	-	4,006,624	-	-
	<u>25,230,706</u>	<u>1,195</u>	<u>25,231,902</u>	<u>-</u>	<u>1,195</u>
Nat Res: Restoration	2,639,323	1,117,497	3,756,820	-	1,117,497
Acquisition	9,146,690	-	9,146,690	-	-
	<u>11,786,013</u>	<u>1,117,497</u>	<u>12,903,510</u>	<u>-</u>	<u>1,117,497</u>
All Other					
New Neighborhood Park Dev	5,188,093	-	5,188,093	-	-
Neighborhood Park Renov	4,367,063	1,325	4,368,388	-	1,325
New Community Park Dev	10,642,341	27,902	10,670,243	-	27,902
Community Park Renov	10,317,299	-	10,317,400	-	-
New Linear Parks and Trails	14,739,266	78,443	14,817,709	-	78,443
Athletic Field Development	3,713,350	543,398	4,256,748	-	543,398
Deferred Park Maint Replace	1,832,474	-	1,832,474	-	-
Facility Rehabilitation	4,815,345	-	4,815,345	-	-
ADA	1,242,547.00	-	1,242,547.00	-	-
Facility Expansion	8,135,401	-	8,135,401	-	-
Bond Admin Costs	504,372	37,325	541,596	325,429	362,754
	<u>65,497,551</u>	<u>688,393</u>	<u>66,185,944</u>	<u>325,429</u>	<u>1,013,822</u>
Grand Total	<u>102,514,271</u>	<u>1,807,085</u>	<u>104,321,356</u>	<u>325,429</u>	<u>2,132,514</u>

Fund Balance	2,554,109
Variance	421,595



MEMORANDUM

Date: July 29, 2022
 To: Board of Directors
 From: Jared Isaksen, Finance Services Director / CFO
 Re: **System Development Report for June 2022 PRELIM**

The Board of Directors approved a resolution implementing the System Development Charge program on November 17, 1998. Below please find the various categories for SDC's, i.e., Single Family, Multiple Family and Non-residential Development. Also listed are the collection amounts for both the City of Beaverton and Washington County, and the 2.6% handling fee for collections through June 2022. This report includes information for the program for fiscal year to date.

Current Rate per Unit		With 2.6% Discount	Current Rate per Unit		With 2.6% Discount
Single Family			Multi-Family		
North Bethany	\$ 14,043.00	\$ 13,677.88	North Bethany	\$ 10,533.00	\$ 10,259.14
Bonny Slope West	11,787.00	11,480.54	Bonny Slope West	8,840.00	8,610.16
South Cooper			South Cooper		
Mountain	11,787.00	11,480.54	Mountain	8,840.00	8,610.16
Other	11,787.00	11,480.54	Other	8,840.00	8,610.16
Accessory Dwelling			Senior Housing		
North Bethany	5,712.00	5,563.49	North Bethany	7,860.00	7,655.64
Other	4,794.00	4,669.36	Other	6,597.00	6,425.48
Non-residential					
Other	466.00	453.88			

City of Beaverton Collection of SDCs		Gross Receipts	Collection Fee	Net Revenue
17	Single Family Units	\$ 199,300.96	\$ 3,424.56	\$ 195,876.40
92	Multi-Family Units	990,840.00	15,853.44	974,986.56
26	Accessory Dwelling Units	206,116.16	3,345.80	202,770.36
292	Non-residential	179,337.88	4,338.00	174,999.88
427		\$ 1,575,594.99	\$ 26,961.79	\$ 1,548,633.20

Washington County Collection of SDCs		Gross Receipts	Collection Fee	Net Revenue
334	Single Family Units	\$ 4,400,401.02	\$ 89,840.17	\$ 4,310,560.85
(15)	Less SFR Credits	(212,371.72)	(3,953.05)	(208,418.67)
138	Multi-Family Units	511,638.67	13,351.31	498,287.36
7	Accessory Dwelling Units	41,536.00	857.60	40,678.40
(1)	Less ADU Credits	(6,776.00)	(108.42)	(6,667.58)
-	Non-residential	20,583.22	329.33	20,253.89
-	Processing fee for waived units	-	-	-
463		\$ 4,755,011.19	\$ 100,316.94	\$ 4,654,694.25

Recap by Agency		Percent	Gross Receipts	Collection Fee	Net Revenue
427	City of Beaverton	24.96%	\$ 1,575,594.99	\$ 26,961.79	\$ 1,548,633.20
463	Washington County	75.04%	4,755,011.19	100,316.94	4,654,694.25
890		100.00%	\$ 6,330,606.18	\$ 127,278.73	\$ 6,203,327.45

System Development Charge Report, June 2022

Recap by Dwelling

	Single Family	Multi-Family	ADU	Non-Resident	Total
City of Beaverton	17	92	26	292	427
Washington County	319	138	6	-	463
	336	230	32	292	890

Total Receipts Fiscal Year to Date

Gross Receipts	\$ 6,330,606.18
Collection Fees	(127,278.73)
	\$ 6,203,327.45
Grants & Others	\$ 821,748.00
Interest	\$ 92,853.22
	\$ 7,117,928.67

Total Payments Fiscal Year to Date

Refunds	\$ -
Administrative Costs	(600.00)
Project Costs -- Development	(1,589,948.83)
Project Costs -- Land Acquisition	(171,220.80)
	(1,761,769.63)
	\$ 5,356,159.04

Beginning Balance 7/1/21

Current Balance **\$ 37,150,310.89**

Recap by Month, FY 2021/22

	Net Receipts	Expenditures	Interest	SDC Fund Total
July	\$ 1,411,758.99	\$ (152,826.50)	\$ 7,555.95	\$ 1,266,488.44
August	1,352,527.35	(250,316.69)	7,261.69	1,109,472.35
September	723,829.87	(115,860.01)	7,542.95	615,512.81
October	252,140.68	(306,803.27)	7,586.85	(47,075.74)
November	207,076.37	(114,068.99)	7,190.23	100,197.61
December	383,810.45	(54,327.61)	2,776.10	332,258.94
January	293,443.23	(158,981.29)	6,407.90	140,869.84
February	420,599.28	(65,767.00)	7,208.67	362,040.95
March	195,011.10	(139,838.14)	7,936.79	63,109.75
April	948,409.89	(152,257.59)	8,635.69	804,787.99
May	218,834.42	(115,879.10)	9,390.22	112,345.54
June	617,033.82	(134,243.44)	13,360.18	496,150.56
	\$ 7,024,475.45	\$ (1,761,169.63)	\$ 92,853.22	\$ 5,356,159.04

Beginning Balance 7/1/21

Current Balance **\$ 37,150,310.89**

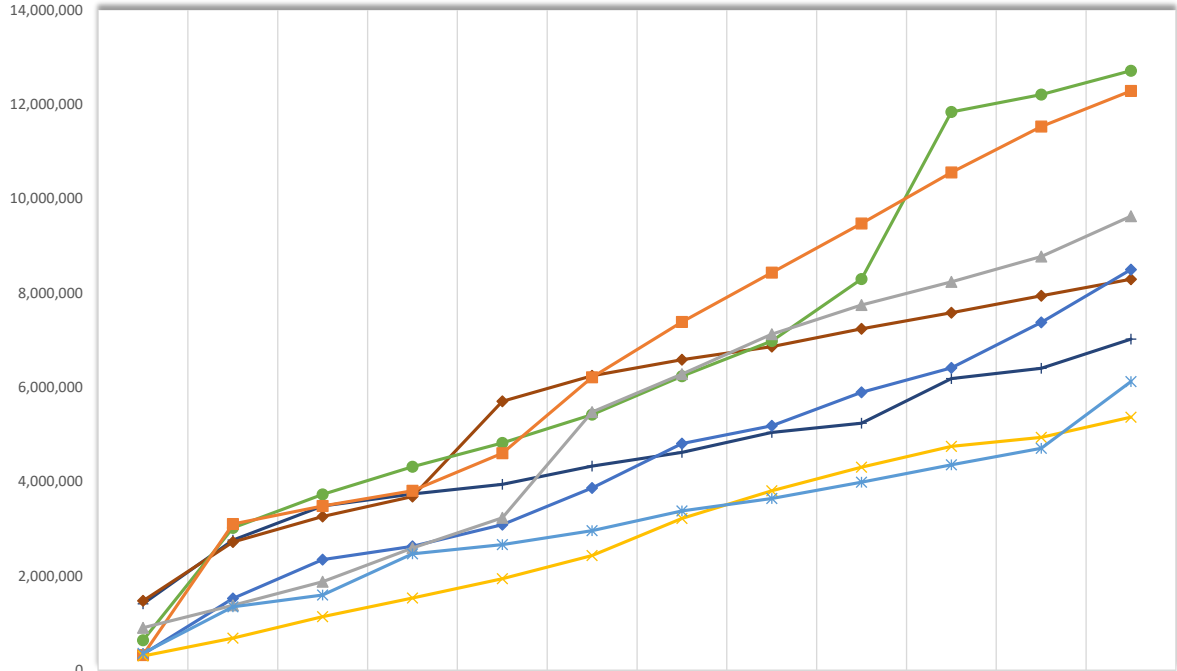
Recap by Month, by Unit

	Single Family	Multi-Family	Non-Residential	ADU	Total Units
July	61	46	277	-	384
August	52	46	3	26	127
September	55	-	-	1	56
October	17	-	7	-	24
November	14	-	-	-	14
December	8	56	1	-	65
January	23	-	-	1	24
February	34	-	1	2	37
March	15	-	-	2	17
April	23	-	3	-	26
May	17	-	-	-	17
June	17	82	-	-	99
	336	230	292	32	890

Affordable Housing Waivers

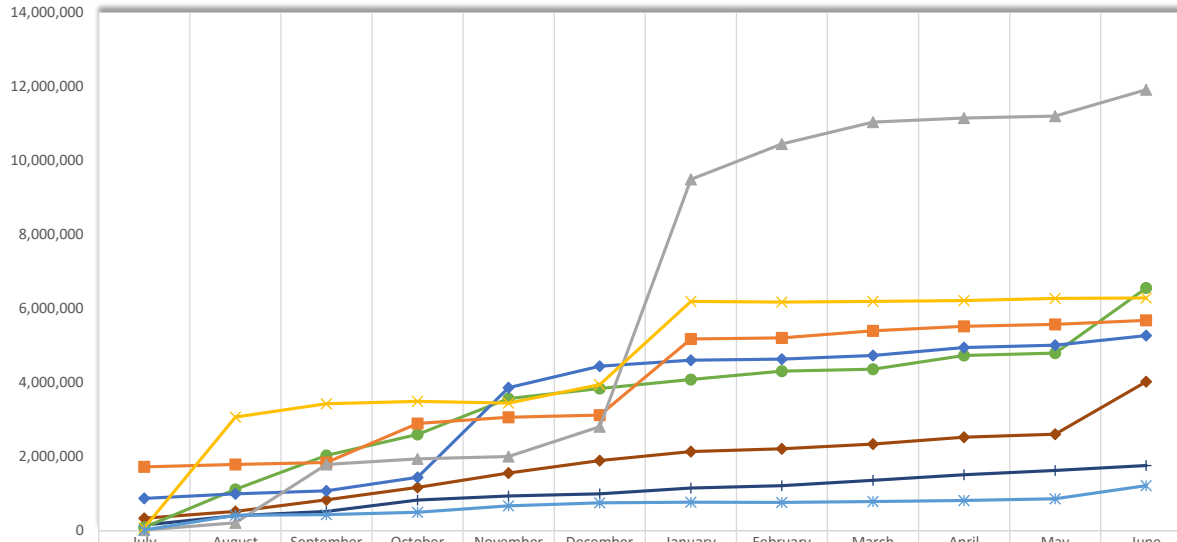
	# 100%	Value	# 50%	Value	Total Value
June	-	-	-	-	-
Total through 06/2022	-	\$ -	-	\$ -	\$ -

SDC NET RECEIPTS



	July	August	September	October	November	December	January	February	March	April	May	June
2021/22	1,411,759	2,764,286	3,488,116	3,740,257	3,947,333	4,331,144	4,624,587	5,045,186	5,240,197	6,188,607	6,407,442	7,024,475
2020/21	1,474,029	2,722,280	3,260,794	3,686,034	5,704,359	6,244,594	6,586,554	6,863,509	7,242,545	7,585,365	7,941,664	8,295,053
2019/20	638,062	3,022,394	3,733,680	4,316,119	4,822,899	5,422,459	6,239,824	6,982,430	8,296,568	11,843,150	12,208,515	12,716,582
2018/19	342,858	1,526,692	2,350,386	2,629,308	3,092,119	3,868,051	4,809,035	5,188,855	5,895,483	6,416,413	7,378,531	8,500,335
2017/18	326,031	3,101,921	3,483,829	3,811,088	4,606,202	6,214,455	7,389,329	8,435,744	9,474,756	10,559,729	11,531,646	12,287,676
2016/17	903,889	1,379,228	1,878,472	2,593,985	3,237,143	5,477,462	6,284,722	7,127,328	7,748,639	8,238,832	8,775,911	9,631,363
2015/16	304,350	686,041	1,141,070	1,534,431	1,943,912	2,433,039	3,224,189	3,808,032	4,310,173	4,749,317	4,943,403	5,370,185
2014/15	362,365	1,349,536	1,598,883	2,472,283	2,666,731	2,962,403	3,381,171	3,646,866	3,989,912	4,358,505	4,711,419	6,125,495

SDC EXPENDITURES



	July	August	September	October	November	December	January	February	March	April	May	June
2021/22	152,827	403,143	519,003	825,806	939,875	994,203	1,153,184	1,218,951	1,358,790	1,511,047	1,626,926	1,761,170
2020/21	336,745	523,316	836,028	1,170,934	1,557,126	1,895,527	2,135,489	2,216,234	2,340,813	2,524,848	2,606,885	4,026,474
2019/20	90,850	1,117,938	2,033,035	2,599,511	3,566,694	3,844,435	4,082,474	4,311,955	4,361,775	4,734,014	4,796,361	6,557,239
2018/19	872,928	999,047	1,078,920	1,442,729	3,867,881	4,445,802	4,609,342	4,637,284	4,731,854	4,950,818	5,014,841	5,270,778
2017/18	1,724,189	1,789,956	1,841,475	2,898,204	3,062,924	3,123,925	5,183,213	5,210,292	5,399,850	5,524,037	5,573,045	5,683,260
2016/17	17,397	216,457	1,791,314	1,940,738	2,004,685	2,809,485	9,492,291	10,448,244	11,040,465	11,150,105	11,201,202	11,915,292
2015/16	80,138	3,070,662	3,432,293	3,494,999	3,445,262	3,947,129	6,195,515	6,180,111	6,197,206	6,219,324	6,273,167	6,287,671
2014/15	20,804	414,030	431,743	500,058	669,863	751,119	768,766	765,064	790,070	816,214	862,864	1,217,939



MEMORANDUM

Date: July 7, 2022
 To: Board of Directors
 From: Jared Isaksen, Finance Services Director / CFO
 Re: **System Development Report for May 2022**

The Board of Directors approved a resolution implementing the System Development Charge program on November 17, 1998. Below please find the various categories for SDC's, i.e., Single Family, Multiple Family and Non-residential Development. Also listed are the collection amounts for both the City of Beaverton and Washington County, and the 2.6% handling fee for collections through May 2022. This report includes information for the program for fiscal year to date.

Current Rate per Unit		With 2.6% Discount	Current Rate per Unit		With 2.6% Discount
Single Family			Multi-Family		
North Bethany	\$ 14,043.00	\$ 13,677.88	North Bethany	\$ 10,533.00	\$ 10,259.14
Bonny Slope West	11,787.00	11,480.54	Bonny Slope West	8,840.00	8,610.16
South Cooper			South Cooper		
Mountain	11,787.00	11,480.54	Mountain	8,840.00	8,610.16
Other	11,787.00	11,480.54	Other	8,840.00	8,610.16
Accessory Dwelling			Senior Housing		
North Bethany	5,712.00	5,563.49	North Bethany	7,860.00	7,655.64
Other	4,794.00	4,669.36	Other	6,597.00	6,425.48
Non-residential					
Other	466.00	453.88			

City of Beaverton Collection of SDCs

	Gross Receipts	Collection Fee	Net Revenue
16 Single Family Units	\$ 187,633.74	\$ 3,237.88	\$ 184,395.86
92 Multi-Family Units	990,840.00	15,853.44	974,986.56
26 Accessory Dwelling Units	206,116.16	3,345.80	202,770.36
292 Non-residential	176,077.35	4,285.83	171,791.52
426	\$ 1,560,667.25	\$ 26,722.95	\$ 1,533,944.30

Washington County Collection of SDCs

	Gross Receipts	Collection Fee	Net Revenue
316 Single Family Units	\$ 4,154,544.83	\$ 84,182.46	\$ 4,070,362.37
(13) Less SFR Credits	(184,337.72)	(3,953.05)	(180,384.67)
56 Multi-Family Units	290,638.67	7,605.31	283,033.36
7 Accessory Dwelling Units	41,536.00	857.60	40,678.40
(1) Less ADU Credits	(6,776.00)	(108.42)	(6,667.58)
- Non-residential	17,353.10	277.65	17,075.45
- Processing fee for waived units	-	-	-
365	\$ 4,312,958.87	\$ 88,861.54	\$ 4,224,097.33

Recap by Agency

	Percent	Gross Receipts	Collection Fee	Net Revenue
426 City of Beaverton	26.64%	\$ 1,560,667.25	\$ 26,722.95	\$ 1,533,944.30
365 Washington County	73.36%	4,312,958.87	88,861.54	4,224,097.33
791	100.00%	\$ 5,873,626.11	\$ 115,584.49	\$ 5,758,041.63

System Development Charge Report, May 2022

Recap by Dwelling

	<u>Single Family</u>	<u>Multi-Family</u>	<u>ADU</u>	<u>Non-Resident</u>	<u>Total</u>
City of Beaverton	16	92	26	292	426
Washington County	303	56	6	-	365
	319	148	32	292	791

Total Receipts Fiscal Year to Date

Gross Receipts	\$ 5,873,626.11
Collection Fees	(115,584.49)
	\$ 5,758,041.63
Grants	\$ 650,000.00
Interest	\$ 79,493.04
	\$ 6,487,534.67

Total Payments Fiscal Year to Date

Refunds	\$ -
Administrative Costs	(600.00)
Project Costs -- Development	(1,462,609.75)
Project Costs -- Land Acquisition	(164,316.44)
	(1,627,526.19)
	\$ 4,860,008.48

Beginning Balance 7/1/21	31,794,151.85
Current Balance	\$ 36,654,160.33

Recap by Month, FY 2021/22

	<u>Net Receipts</u>	<u>Expenditures</u>	<u>Interest</u>	<u>SDC Fund Total</u>
July	\$ 1,411,758.99	\$ (152,826.50)	\$ 7,555.95	\$ 1,266,488.44
August	1,352,527.35	(250,316.69)	7,261.69	1,109,472.35
September	723,829.87	(115,860.01)	7,542.95	615,512.81
October	252,140.68	(306,803.27)	7,586.85	(47,075.74)
November	207,076.37	(114,068.99)	7,190.23	100,197.61
December	383,810.45	(54,327.61)	2,776.10	332,258.94
January	293,443.23	(158,981.29)	6,407.90	140,869.84
February	420,599.28	(65,767.00)	7,208.67	362,040.95
March	195,011.10	(139,838.14)	7,936.79	63,109.75
April	948,409.89	(152,257.59)	8,635.69	804,787.99
May	218,834.42	(115,879.10)	9,390.22	112,345.54
June	-	-	-	-
	\$ 6,407,441.63	\$ (1,626,926.19)	\$ 79,493.04	\$ 4,860,008.48

Beginning Balance 7/1/21	31,794,151.85
Current Balance	\$ 36,654,160.33

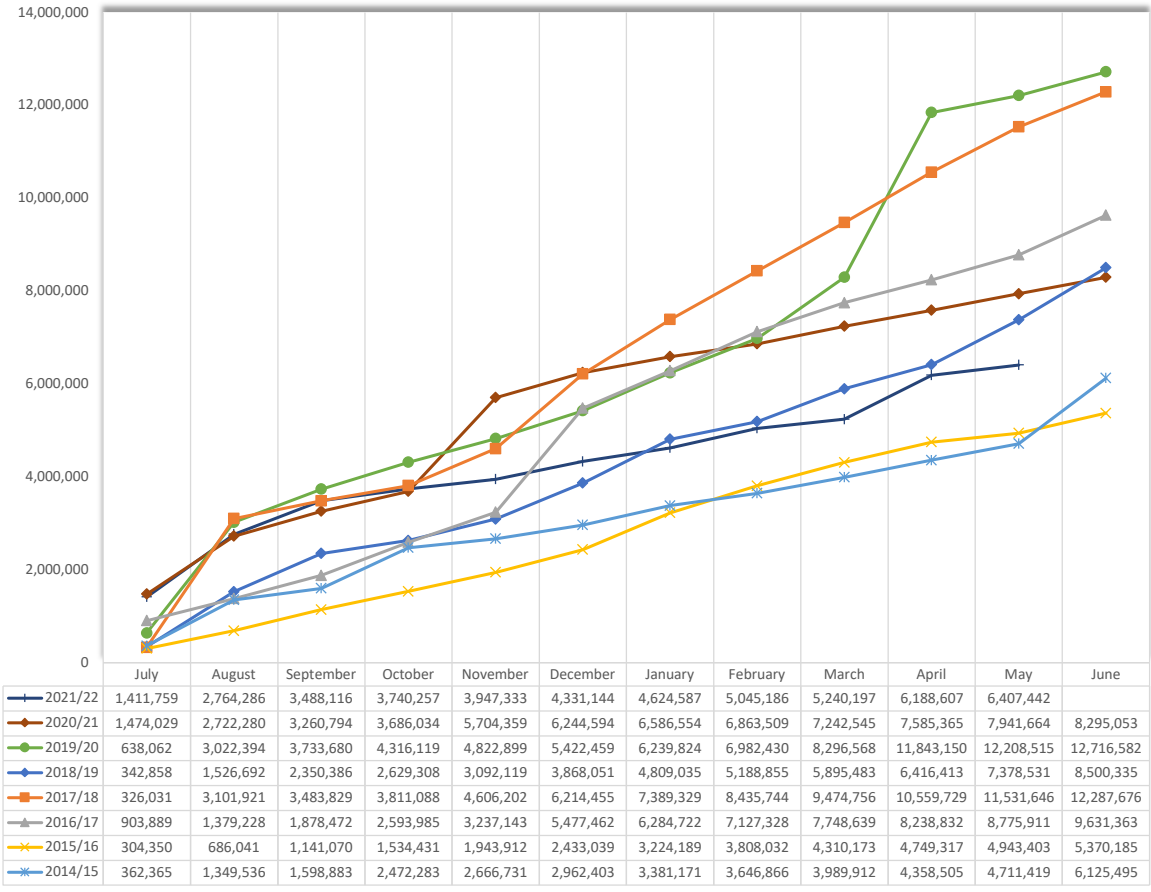
Recap by Month, by Unit

	<u>Single Family</u>	<u>Multi-Family</u>	<u>Non-Residential</u>	<u>ADU</u>	<u>Total Units</u>
July	61	46	277	-	384
August	52	46	3	26	127
September	55	-	-	1	56
October	17	-	7	-	24
November	14	-	-	-	14
December	8	56	1	-	65
January	23	-	-	1	24
February	34	-	1	2	37
March	15	-	-	2	17
April	23	-	3	-	26
May	17	-	-	-	17
June	-	-	-	-	-
	319	148	292	32	791

Affordable Housing Waivers

	<u># 100%</u>	<u>Value</u>	<u># 50%</u>	<u>Value</u>	<u>Total Value</u>
May	33	284,328	48	206,784.00	491,112.00
Total through 05/2022	33	\$ 284,328.00	48	\$ 206,784.00	\$ 491,112.00

SDC NET RECEIPTS



SDC EXPENDITURES

