



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

**Board of Directors Regular Meeting  
Wednesday, October 8, 2025**

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

**Location: Tualatin Valley Water District, 1850 SW 170th Avenue, Beaverton, OR**

**AGENDA**

1. Executive Session\*
  - A. Land
2. Call Regular Meeting to Order
3. Action Resulting from Executive Session
4. Proclamations
  - A. [Indigenous Peoples' Day](#)
  - B. [Lights On Afterschool Day](#)
5. Audience Time\*\*
6. Board Time
  - A. Committee Liaisons Updates
7. Consent Agenda\*\*\*
  - A. [Approve: Minutes of September 10, 2025 Regular Board Meeting](#)
  - B. [Approve: Intergovernmental Agreement Amendment with Metro for 2019 Parks and Nature Bond Local Share Project at Willow Creek Greenway](#)
  - C. [Approve: Resolution Amending Budget for Grant Appropriation](#)
8. Unfinished Business
  - A. [Update: Strategic Plan Annual Report](#)
  - B. [Information: General Manager's Report](#)
9. Adjourn

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

**\*\*Audience Time:** Public testimony is being accepted for this meeting in-person, virtually, or written. Speakers are allowed a maximum of three (3) minutes to address the board and will be called upon in the order in which they signed up with priority given to those addressing items on the meeting agenda, although the Board President may call upon speakers in an order at their discretion. The Board President may choose to restrict the total time for testimony to 30 minutes if deemed necessary.

If you wish to testify in-person during the board meeting, please complete and turn in a testimony card at the meeting. Please wait until you are called upon and then proceed to the public testimony table.

If you wish to testify virtually (or simply attend the meeting virtually without testifying), please sign up by emailing [boardofdirectors@thprd.org](mailto:boardofdirectors@thprd.org) or calling 503-645-6433 **by 12 pm the day of the meeting** with your name and email address (and testimony topic if wishing to provide testimony). You will be provided additional instructions and a link to access the meeting.

Additional information regarding providing testimony can be found here: [www.thprd.org/district-information/how-to-give-testimony](http://www.thprd.org/district-information/how-to-give-testimony)

**\*\*\*Consent Agenda:** Consent Agenda items will be approved without discussion unless there is a board member request to discuss a particular 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:** October 1, 2025  
**TO:** Board of Directors  
**FROM:** Doug Menke, General Manager  
**RE:** Information Regarding the October 8, 2025 Board of Directors Meeting

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## **Agenda Item #4 – Proclamations**

**A.** [Indigenous Peoples' Day](#)

Attached please find a proclamation declaring October 13, 2025, as Indigenous Peoples' Day.

**B.** [Lights On Afterschool Day](#)

Attached please find a proclamation declaring October 23, 2025, as Lights on Afterschool Day.

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

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

**A.** [Approve: Minutes of September 10, 2025 Regular Board Meeting](#)

**B.** [Approve: Intergovernmental Agreement Amendment with Metro for 2019 Parks and Nature Bond Local Share Project at Willow Creek Greenway](#)

**C.** [Approve: Resolution Amending Budget for Grant Appropriation](#)

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

**A.** [Strategic Plan Annual Report](#)

Attached please find a progress report for the district's Strategic Plan adopted in April 2023.

**B.** [General Manager's Report](#)

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



[4A]

## TUALATIN HILLS PARK & RECREATION DISTRICT

### PROCLAMATION

#### By the Board of Directors

**WHEREAS**, THPRD recognizes that the Indigenous Peoples of the Americas have been stewards of this land since time immemorial; and

**WHEREAS**, THPRD recognizes that the Tualatin Valley was the land of the Atfalati band of the Kalapuya Indians, after whom the valley is named; and

**WHEREAS**, THPRD recognizes the area currently known as Beaverton was a Native American village called Chakeipi, or "Place of the Beaver;" and

**WHEREAS**, THPRD recognizes the value of the many contributions past and present that the Indigenous Peoples have made to this community; and

**WHEREAS**, the United States endorsed the United Nations Declarations on the Rights of Indigenous Peoples on December 16, 2010, recognizing the right "to the dignity and diversity of their cultures, traditions, histories and aspirations which shall be appropriately reflected in education and public information"; and

**WHEREAS**, THPRD reaffirms our commitment to respect the human rights of THPRD's American Indian, Alaska Native, and Indigenous communities; and

**WHEREAS**, THPRD is committed to honoring the history, culture, and traditions of Indigenous Peoples, and is committed to ongoing learning and cultural appreciation for Indigenous Peoples;

**NOW, THEREFORE, the Board of Directors of the Tualatin Hills Park & Recreation District does hereby declare Monday, October 13, 2025, as**

### Indigenous Peoples' Day

And do urge all those in the Tualatin Hills Park & Recreation District to support and promote this observance.

Signed this 8<sup>th</sup> day of October, 2025.

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Alfredo Moreno, President

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Miles Palacios, Secretary



[4B]

## TUALATIN HILLS PARK & RECREATION DISTRICT

### PROCLAMATION

By the Board of Directors

**WHEREAS**, THPRD stands firmly committed to quality afterschool programs; and

**WHEREAS**, afterschool programs provide safe and engaging learning experiences that help children realize their full potential and also support working families by ensuring their children are safe and productive when they are out of their classrooms; and

**WHEREAS**, afterschool programs engage families, schools, and community partners in advancing the welfare of our children; and

**WHEREAS**, THPRD's THRIVE Afterschool Program provides critical support for the growth and well-being of youth and offers new experiences and opportunities that help young people learn and grow; and

**WHEREAS**, Lights On Afterschool, the national celebration of afterschool programs held this year on October 23, promotes the importance of quality afterschool programs; and

**WHEREAS**, nationally, nearly 25 million families report that they would enroll their child in an afterschool program if one were available, and for every child in a program, four are waiting to get in; and

**WHEREAS**, afterschool programs across the country are facing operating challenges so severe that they are forced to consider closing their doors and turning off their lights; and

**WHEREAS**, THPRD enthusiastically endorses Lights On Afterschool and is committed to innovative afterschool programs and activities that ensure that the lights stay on and the doors stay open for all children after school.

**NOW, THEREFORE**, the Board of Directors of the Tualatin Hills Park & Recreation District does hereby declare Thursday, October 23, 2025, as

### Lights On Afterschool Day

And do urge all those in the Tualatin Hills Park & Recreation District to support and promote this observance.

Signed this 8<sup>th</sup> day of October, 2025.

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Alfredo Moreno, President

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Miles Palacios, Secretary



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

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was held on Wednesday, September 10, 2025, at the Tualatin Valley Water District Headquarters, 1850 SW 170th Avenue, Beaverton, Oregon. Work Session 5:30 pm; Executive Session 6:30 pm; Regular Meeting 7:00 pm.

**Present:**

Alfredo Moreno	President/Director
Miles Palacios	Secretary/Director
Tya Ping	Secretary Pro-Tempore/Director
Barbie Minor	Director
Pradnya Patil	Director
Doug Menke	General Manager

### **Agenda Item #1 – Work Session: 2026 Replacement Bond Measure Preparation**

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Alfredo Moreno on Wednesday, September 10, 2025, at 5:30 pm.

Aisha Panas, deputy general manager, and Bruce Barbarasch, Sustainability manager, provided a detailed overview of the work that has been done to date in the development of a potential replacement capital bond for voter consideration in 2026 via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- Overview of 2008 Bond Measure
  - Voters approved THPRD's \$100 million capital bond in November 2008
  - Approved bond rate was 37 cents per \$1,000 of assessed home value
  - Refinancing saved taxpayers \$31 million allowing the bond to retire two years early
- 2008 Bond Measure Categories
  - Park Additions & Upgrades: \$39.25 million
  - Building Expansions & Facility Upgrades: \$20.05 million
  - Trail Expansions: \$15.945 million
  - Natural Area & Wildlife Habitat Preservation: \$12 million
  - Athletics & Aquatics: \$9.525 million
  - Administration: \$3.23 million
- 2008 Bond Measure Successes
  - Natural areas & trails
    - 15+ acquisitions
    - 9 major trail expansions
    - 40+ habitat projects
  - Parks & sports fields
    - 9 neighborhood parks
    - 3 community parks
    - 9 youth athletic fields
    - 12+ acquisitions

- Facilities
    - 21 facility improvements for recreation, sports & aquatics
- 2008 Bond Measure Current Status
  - Bronson Creek Greenway
  - Raleigh Park
  - Cedar Hills Park
- Opportunity for Replacement Bond
  - No new taxes
    - Would continue the 2008 voter approved bond rate
  - Timing
    - THPRD should go to voters in May 2026, before the 2008 bond expires
  - Focus on replacement
    - Bond projects should lean toward replacement versus new development
- System Development Charges
  - One-time fees charged on new construction
  - Can only be spent on capacity-increasing capital improvements
  - Intent is for new residents to buy-in to the existing park and recreation framework and to ensure that newly developing areas have similar levels of amenities
- Capital Asset Challenges
  - Forecasting costs & needs
  - Tools for prioritizing needs
    - Functional plans, Comprehensive Plan, Vision Action Plan
    - Park levels of service
    - Asset management program
- Vision for 2026 Replacement Bond
  - Use our guiding documents and asset inventory to prioritize projects that meet the community's needs and balance environmental and financial sustainability
- Bond Task Force
  - 13 members
  - September 4 meeting
    - THPRD budget
    - Funding sources/uses
    - Capital budget pressures
    - Importance of replacement bond for unmet capital need
  - Next meeting: September 25
  - Questions for consideration at final meeting:
    - Should the board refer a replacement bond request to voters in May 2026?
    - What's the right mix for replacement versus new projects in the bond?
    - Are the proposed categories and the project mix correct?

Throughout the presentation, opportunities for questions and comments were offered:

#### Overview of 2008 Bond Measure

- ✓ President Moreno described the strong storytelling potential in relation to the district's successful execution of 2008 Bond Measure, from the refinancing efforts undertaken to

save taxpayer dollars, to showing before/after photos of the improvements and investments that were made.

- ✓ Tya Ping inquired on the term for the proposed bond renewal. General Manager Doug Menke replied 20 years, noting that the only reason the 2008 Bond Measure did not complete its full 20-year term was due to the refinancing efforts and the board's choice to drive those savings back to the district's taxpayers.
- ✓ Miles Palacios asked if the proposed bond renewal rate would stay at 37 cents per \$1,000 of assessed home value. General Manager Doug Menke confirmed.

#### Opportunity for Replacement Bond

- ✓ Pradnya Patil asked for additional information regarding the prioritization of projects, including any needed safety improvements. Aisha Panas, deputy general manager, noted that staff are working now on the overall prioritization of projects and described how safety assessments are conducted for any potential safety issues in order to determine whether there is an immediate need. Doug noted the district's practice of budgeting \$100K annually for emergency repairs and Aisha added that \$25K of that amount has already been spent for this fiscal year.
- ✓ Miles referenced the presentation slide showing forecasted costs and noted the significant increases reflected for 2026 and 2027 in particular. Bruce Barbarasch, Sustainability manager, described how district staff have been strategic around prioritizing repairs and replacements in the best ways possible with the funding available, but a lot of the district's assets are reaching the end of their lifespan. The district commissioned a study of 20 key facilities that looked at those facilities' upcoming needs from top to bottom and the cost estimates developed from that evaluation represent the bare minimum in keeping the facility as-is. Doug explained how this expert information will also help guide the district around how to best address repairs and replacements; for example, in evaluating whether to simply patch a roof or whether it's time to move forward with a full roof replacement including substructures. Bruce added that the forecasted costs shown on the slide are only for those 20 key facilities and do not include the needs of our sports facilities or trails.
- ✓ Barbie Minor asked for clarification of how the board would be involved in making decisions about which repairs to fund if a renewal bond is not successful. Aisha recalled how in starting the conversation around what all is needed to be repaired and replaced within the district, staff stopped counting once they reached \$300 million. She described the annual decision-making process that already occurs around which capital projects to fund through the development of the district's budget and working within the limited funding available. Barbie expressed appreciation for the level of detail being presented this evening, including clarity around how much certain repairs and replacements cost.
- ✓ Holly Thompson, Communications director, described the preparation and planning that has occurred leading up to this point, particularly through the updates to the district's functional plans which lead to this level of information being available in order to develop a good understanding of the district's needs. It's important to know that the work toward a 2026 bond renewal proposal started in 2024 and that bond measure opportunities only arise once every twenty years. Due to these efforts, the district now has the appropriate level of information needed in order to prepare for the bond measure renewal request.
- ✓ Pradnya asked for additional information around what happens if a needed repair is unable to be funded in the current year's budget. Does it simply roll over to the next year?



Aisha described the district's annual process in updating a five-year capital projects list that's then used during the fiscal year budget development, noting that identified repairs and replacements remain on that list until they can be addressed, unless the cost of the project is so large, such as a \$2 million roof replacement, that it would take up too much of the available funding. The district attempts to address such projects through other means, such as grant opportunities and federal earmarks. Doug described the reality around having a great deal of amenities and the resulting eventuality that all will need repair or replacement at some point, noting that even with this consideration, the district seldomly has to close an amenity which is a testament to the efforts of staff. However, as good as any staff is at doing this, a threshold will eventually be reached when there are so many amenities that the funding needs are unable to be overcome through the typical annual budget process.

#### Vision for Replacement Bond

- ✓ Miles expressed support for the vision for the replacement bond measure as stated.
- ✓ Tya inquired about the messaging around if the renewal bond doesn't pass. Aisha described the real outcome that if the renewal effort is unsuccessful, it would result in closed facilities and amenities due to safety issues because needed repairs wouldn't be able to be funded. Tya asked how this would be integrated into our messaging. Holly replied that the district's polling is in the field now and described the questions included that will help refine that messaging. She recognized the pride the district has in how it takes care of its facilities, but the facts are that if the renewal bond doesn't pass, some of our facilities and amenities will need to close over that 20-year period and we will need to become comfortable in communicating that real impact.
- ✓ Barbie expressed appreciation and gratitude for bringing the board along on this journey and the collaborative process. She also noted the importance that storytelling will have through this process and will continue to advocate for it.
- ✓ President Moreno thanked district staff for the detailed information and suggested giving thought to how the district can tactfully show the public where the issues and areas of need are, noting that our community takes a lot of pride in its park district.

#### **Agenda Item #2 – Executive Session (A) Land**

President Alfredo Moreno called executive session 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)(e).

President Moreno 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 Alfredo Moreno on Wednesday, September 10, 2025, at 7:05 pm.

#### **Agenda Item #4 – Action Resulting from Executive Session**

There was no action resulting from Executive Session.

## **Agenda Item #5 – Proclamations**

Lulú Ballesteros, Equity & Engagement manager, introduced this evening's guests in attendance to speak about their work with THPRD and what this month's observances mean to them.

### **A. National Latine & Hispanic Heritage Month**

María Luisa Piñón, Founder & Executive Director for Shochicalli Wellness & Art Center, is in attendance in recognition of Latine & Hispanic Heritage Month. Since 2022, THPRD has partnered with Shochicalli Wellness & Art Center to bring meaningful cultural programming to our community, including Tianquiztli – Cultural Market, the Purépecha Ball Game, the Shochicalli Ceremony, and the Festival de Sempoashochitl. María Luisa is a gifted Mexican painter and dancer who brings her heritage to life through art, movement, and ceremony. In 2019, she founded Shochicalli Wellness & Art Center, a nonprofit dedicated to reclaiming and sharing ancestral knowledge, promoting wellness, and celebrating Mexican and Indigenous traditions. Shochicalli's mission is rooted in creating spaces where people can reconnect with culture, honor ancestral wisdom, and find healing through art, dance, and community.

María Luisa provided comments in Spanish, for which Lulú offered a translation to English, around her personal background, the inspiration behind starting her business and its focus on youth, as well as gratitude to THPRD for supporting organizations like Shochicalli and others in inviting people in to celebrate.

### **B. National Preparedness Month**

John Wheeler, Manager for Washington County Emergency Management, is in attendance in recognition of National Preparedness Month. John leads countywide preparedness and response initiatives that are critical to keeping our communities safe and prepared. National Preparedness Month highlights the importance of making a plan, building an emergency kit, and staying informed about local risks and emergency procedures. The goal is to ensure individuals, families, and communities are ready to respond to a wide range of emergencies, from natural disasters like earthquakes to power outages and cyberattacks. In conjunction with emergency management partners across the community, THPRD encourages all patrons to prepare for both natural and human-caused disasters.

John provided comments around the importance of emergency preparedness, THPRD's work and partnership with Washington County Emergency Management and other emergency management partners, and recognized Mark Pierce, Safety Services manager, for his leadership in these efforts on behalf of THPRD.

## **Agenda Item #6 – Audience Time**

There was no testimony during Audience Time.

## **Agenda Item #7 – Board Time**

### **A. Committee Liaisons Updates**

Miles Palacios provided the following updates and comments:

- ✓ Attended his first meeting as board liaison to the Fiduciary Committee and is looking forward to learning more. He expressed appreciation to the team for the incredible work done over the past few years in making the district's pension plan a priority.

Barbie Minor provided the following updates and comments:

- ✓ Expressed gratitude for staff's work on summer programming, noting the magnitude of THPRD's programs and events on our community's summer plans and activities.
- ✓ Attended her first meeting as board liaison to the Audit Committee and is looking forward to learning more.
- ✓ Attended the most recent Equity & Engagement Advisory Committee meeting and expressed gratitude for the open commitment and authenticity shown and demonstrated with our volunteers and in the ways in which we can continue to show up for everyone in the community with equity in mind.
- ✓ Some local elected leaders recently held a press conference at Portland City Hall in support of the "Block the Bomb Act" federal bill, House Resolution 3565. She thanked those who have had the courage to sign on in support, noting that there is still time for others to learn more and sign on, as well.

Tya Ping provided the following updates and comments:

- ✓ Attended a tour of the Open Door shelter pods in Aloha and was impressed by how clean, quiet and well-integrated the site is into the community.
- ✓ The Parks & Facilities Advisory Committee will meet next week.
- ✓ Expressed gratitude to the staff who worked so hard to rectify the registration program glitch that forced a reschedule of registration day from August 9 to the following day.

Pradnya Patil provided the following updates and comments:

- ✓ Expressed gratitude to the district staff who have been assisting her in preparing for her service on the THPRD Board of Directors.
- ✓ Also attended the tour of the Open Door shelter pods in Aloha, noting that it was an inciteful visit.
- ✓ Referenced the celebrations and festivities that take place in September for the Indian community and expressed gratitude to the district for hosting one of these events, noting that she has been hearing excitement and great things from the community.

President Moreno provided the following updates and comments:

- ✓ Welcomed Director Patil to the THPRD Board of Directors.
- ✓ The Tualatin Hills Park Foundation will be holding a fundraising event at the Jenkins Estate on September 19, noting that the foundation is entering an exciting time due to an arrangement with the Timbers, including a member of their team joining the board of trustees and funding that will provide an opportunity to invest in the foundation and deepen its work.
- ✓ Expressed gratitude to the district for the strides it has made in leaning into its partnerships around and celebration of Latino heritage, noting that the Latino culture is as diverse as this great country and that during times when life creates obstacles and barriers, their resilience, survival and ability to thrive shines through. He is proud to serve on the THPRD Board of Directors and of the work that has and continues to be done.

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

**Miles Palacios moved that the board of directors approve consent agenda items (A)**

**Minutes of August 13, 2025 Regular Board Meeting, (B) Resolution Appointing Bond Task**

**Force Member, and (C) Resolution Authorizing Application to Community Renewable Energy Fund. Tya Ping seconded the motion. Roll call proceeded as follows:**

<b>Barbie Minor</b>	<b>Yes</b>
<b>Pradnya Patil</b>	<b>Yes</b>
<b>Tya Ping</b>	<b>Yes</b>
<b>Miles Palacios</b>	<b>Yes</b>
<b>Alfredo Moreno</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

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

### **A. Legislative Update**

Aisha Panas, deputy general manager, and Kylie Grunow with Meriwether Strategies, the district's state legislative consultant, provided an overview of the 2025 Oregon Legislative Session via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- 2025 Legislative Priorities
  - Position statements guided advocacy efforts
  - Federal and state legislative platforms
- Federal Activities
  - Funding opportunities announced – Senate & House
  - Connecting federal lobbyists with grants administrator
- THPRD State Priorities
  - Local Agency Control & Authority
  - System Development Charges
  - Climate Adaptation & Community Resilience
  - Equitable Access to Park & Recreation
  - Funding for Parks, Recreation & Trails
- State Legislature Session Update
  - End of session report
  - THPRD notable bills
  - 2025 Lobby Day
  - What's next?
- Session by the Numbers
  - Topics prioritized by leadership
    - K-12 funding
    - Housing
    - Homelessness
    - Wildfire mitigation
    - Transportation package
  - 3,466 bills introduced
    - 16% increase over 2023
    - 640 bills passed into law
  - 1,266 public hearings
    - 1,915 proposed amendments
  - THPRD bills
    - Tracked 118 bills for THPRD, 26 of which passed

- Bills of Note
  - HB 3209: RV Registration Fees - FAILED
    - This proposal was rolled into HB 2025, the transportation package that ultimately failed; however, securing the inclusion of these fee increases into the package was a victory in itself and the result of a lot of hard work.
    - Not included in special session transportation package – already working to have it included in future package.
  - HB 3505: Residential fire sprinkler systems SDC restrictions - PASSED
    - This was the only SDC-related legislation that passed after several more onerous proposals had been floated.
  - HB 3626: Micromobility Regulations - FAILED
    - THPRD staff participated in the workgroup and the district was supportive of the bill; however, it got stuck in the Ways & Means process.
  - SB 179: Recreational Immunity - PASSED
    - Made permanent the changes from the 2024 session; a major victory.
    - THPRD was an active participant in the ORPA-led coalition.
  - SB 243: Community Safety Firearms Act - PASSED
    - Includes provisions from SB 698 that restrict concealed weapons from public buildings.
- 2025 THPRD Lobby Day
  - Provided updates on THPRD board, district, projects – including updates on Westside Trail Segments & Bridge and Replacement Bond
  - Shared THPRD legislative priorities & positions, including concerns with SB 243
- Legislative Calendar
  - September 29-October 1: Interim Legislative Days
  - November 17-19: Interim Legislative Days
  - November 19: Revenue Forecast
  - November 21: Bill Requests Due
  - January 9: Bill Drafts Returned
  - January 13-15: Interim Legislative Days
  - January 16: Bill Drop Deadline
  - February 2-March 9: 2026 Short Session
  - March 10: Candidate Filing Day

Aisha and Kylie offered to answer any questions the board may have.

President Moreno asked for additional information regarding the process if there are topic areas of interest that the board wishes to bring forward during the upcoming short session.

- ✓ Aisha replied that the district's legislative platforms will be reconfirmed with the board in the next few months in order to see if there are any desired adjustments. She referenced the topics that were covered with the district's legislators at the THPRD lobby day a few months ago, such as the replacement bond measure and the Westside Trail bridge. If there are specific focus areas for which the board would like to speak with the legislators again, it would be appropriate to schedule another visit to Salem. She also referenced the invitation THPRD extended to its legislators of the use of THPRD facilities for their events.

President Moreno commented on the board members' overall high levels of engagement and communication with our legislators and hopes that continues.

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

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

- Summer Camps and Events Recap
  - Cynthia Guajardo, program coordinator at Garden Home Recreation Center; Lori Jensen, program coordinator at Cedar Hills Recreation Center; and Dan McGatha, center supervisor for the Aloha and Beaverton Swim Centers, provided a recap of THPRD's 2025 summer camps and events 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.

The board members provided comments of gratitude and appreciation, including comments on the year-over-year participation growth, support for cross-cultural and cross-generational focused programming and partnerships in advancing accessibility, the importance of these programs to the community, and personal reflections on their families' participation in summer programs and events, including a suggestion of making it easier for non-family members to participate together in the TriTogether triathlon and a desire to learn more about the district's RecMobile camps.

## **Agenda Item #10 – New Business**

### **A. Update to District Equity & Inclusion Statement**

Holly Thompson, Communications director, noted that staff is requesting board consideration of an update to the district's Equity & Inclusion Statement adopted in 2021. She provided a brief overview of the impetus behind the update, noting that staff appreciate that this is a sensitive political time and assures the board that the proposed changes are not being requested due to the overall political environment, but based on an unrelated legal counsel review. She noted that it was important to staff as they went through this process not to step away from the district's values and end up with a statement that weakens the district's position.

Holly provided a detailed overview of the process in updating the Equity & Inclusion Statement, now recommended to be titled as the "Equity, Inclusion & Belonging Statement," including the outreach and feedback received from the THPRD Board of Directors, Equity & Engagement Advisory Committee, and the district staff Welcoming & Inclusive Group. She read the proposed statement aloud for the board's consideration this evening as follows: "THPRD's goal is to serve every individual with dignity, fairness, and respect. We are dedicated and hold ourselves accountable to being a welcoming and inclusive organization that lives our values by advancing equity, inclusion, fairness, belonging, and respect for all. As stewards of public lands and spaces, we are committed to keeping these spaces safe, accessible and bringing people together."

President Moreno opened the floor to board discussion and feedback on the statement as proposed.

Miles Palacios expressed support for the statement as presented and is pleased with the amount of feedback received that went into developing this new statement. He looks forward to hearing Director Minor's comments as the board liaison to the Equity & Engagement Advisory Committee.

Tya Ping expressed support for the statement as presented and added gratitude for the advisory groups' feedback and suggestions, which exemplify the purpose and great work of these groups.

Pradnya Patil expressed support for the statement as presented, particularly the accountability aspect included as well as connecting stewardship to safety.

Barbie Minor described how the reactions of the Equity & Engagement Advisory Committee members to the power and impact of the statement shifted her mind and the concerns she had around the statement not being as bold as the previous statement; it just looked different. She believes the committee's comments are well represented in the version under consideration this evening; however, she described concerns she has around using the word "keeping," which indicates to her the status quo and loses the aspirational element.

President Moreno expressed appreciation for all the work that went into the review of this statement and gratitude to the staff and committees that contributed. He is proud of the process that was followed and the intentionality behind it, noting that while the statement might not be perfect, it can be reviewed again in the future, and when taking into consideration the need to protect the district from a liability standpoint as well as some excellent changes made in the process, he supports the statement as presented, but recognizes and appreciates the comments from Director Minor.

Board discussion turned to Director Minor's concern around the word "keeping" and the board members' opinions regarding the intent of that word, as well as comments from Communications Director Holly Thompson regarding the power that lies within the district's communication and embodiment of the statement. At the conclusion of the discussion, the consensus was to consider the statement as presented this evening without adjustment.

**Miles Palacios moved that the board of directors adopt the proposed Equity, Inclusion & Belonging Statement. Pradnya Patil seconded the motion. Roll call proceeded as follows:**

**Tya Ping** Yes

**Barbie Minor** Yes

**Pradnya Patil** Yes

**Miles Palacios** Yes

**Alfredo Moreno** Yes

**The motion was UNANIMOUSLY APPROVED.**

#### **Agenda Item #11 – Adjourn**

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

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Alfredo Moreno, President

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Miles Palacios, Secretary

Recording Secretary,  
Jessica Collins



# MEMORANDUM

**DATE:** September 23, 2025  
**TO:** Doug Menke, General Manager  
**FROM:** Aisha Panas, Deputy General Manager  
**RE:** **Intergovernmental Agreement Amendment with Metro for 2019 Parks and Nature Bond Local Share Project at Willow Creek Greenway**

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## Introduction

Staff are seeking board of directors' authorization for the general manager or designee to execute a second amendment to THPRD's current intergovernmental agreement (IGA) with Metro adding \$645,000 to the existing Willow Creek Greenway Boardwalk Replacement project budget and adjusting the project's schedule to deliver the project 13 months sooner than foreseen. The proposed amendment is provided as Attachment 1 with excerpts from the current IGA relevant to the proposed amendment provided as Attachment 2 to this memo.

## Background

In November of 2019, voters within the Portland Metro area approved a \$475 million Parks and Nature bond – Measure No. 26-203 – (the “bond”) funding programs to protect clean water, restore fish and wildlife habitat, and create opportunities to connect people with nature close to home. The bond allocated \$92 million to create a program to “support local projects” (Local Share) of the region's 27 eligible park providers. Of that \$92 million, \$8,628,870 was allocated to qualified THPRD projects.

Prior to applying for Local Share funding, the governing body of each local park provider was required to approve a list of desired Local Share projects. At the April 14, 2020, THPRD Board of Directors meeting, board members expressed support for an initial list of eight projects identified by staff for Local Share funding and on September 8, 2021, board members approved a project list containing four projects for THPRD's Local Share funding. Approved Resolution No. 2024-14 amended THPRD's Local Share project list by adding a fifth project to expand the Cooper Mountain Nature Park through future land acquisition. The following five projects allocate \$7,565,195.99 of THPRD's \$8,628,870 total Local Share dollars:

- NW 159<sup>th</sup> Ave & Heckman Lane New Neighborhood Park and Community Trail (Saqsqa Neighborhood Park and Trail)
- Willow Creek Greenway Boardwalk Replacement
- Accessible Play Structure Redevelopment at Bonny Slope and Rock Creek Parks (Accessible Play Structures)
- Commonwealth Lake Park Bridge and Weir Replacement (Commonwealth Bridge and Weir Replacement)
- Cooper Mountain Nature Park Expansion

Staff have worked to implement THPRD's Local Share project list according to the following timeline:

- February 2022, staff submitted the Saqsqa Neighborhood Park and Trail, Willow Creek Greenway Boardwalk Replacement, and Accessible Play Structures projects.
- April 2022, Metro staff recommended these three project applications for funding.



- June 2022, the board of directors approved THPRD entering into a Local Share IGA with Metro funding these three approved Local Share projects.
- July 2022, Local Share IGA was executed by Metro.
- April 2024, staff submitted the Commonwealth Bridge and Weir Replacement project for funding.
- May 2024, Metro staff recommended the project for funding.
- June 2024, the board of directors approved staff to execute a first amendment to its existing Local Share IGA to fund the Commonwealth Bridge and Weir Replacement project.
- October 2024, the IGA amendment was executed by Metro.
- March 2025, board approved allocation of an additional \$645,000 from THPRD's undesignated Local Share allocation to the Willow Creek Greenway Boardwalk Replacement project.

THPRD worked with Metro staff to amend the IGA to adjust the Willow Creek Greenway Boardwalk Replacement project budget and schedule. Schedule amendments update the project's construction schedule resulting in delivering the project 13 months earlier than expected. This IGA amendment does not change the terms of THPRD's current Local Share IGA with Metro, which has been reviewed and approved by THPRD staff and district legal counsel.

### **Proposal Request**

Staff are requesting board of director's approval for the second IGA amendment with Metro (Attachment 1), amending the project's construction schedule and allocating an additional \$645,000 from THPRD's undesignated Local Share fund allocation to the Willow Creek Greenway Boardwalk Replacement project.

### **Outcomes of Proposal**

THPRD will work with Metro staff to execute an IGA amendment valued at \$645,000 to fund construction of the Willow Creek Greenway Boardwalk Replacement project. Approval of this IGA amendment would allocate \$8,210,195.99 of THPRD's \$8,628,870 Local Share funding allocation from the 2019 Parks and Nature Bond. Once the IGA amendment is executed, THPRD will have \$418,674.01 remaining in its undesignated Local Share allocation; however, if any of THPRD's Local Share projects are delivered under budget, unused funds will be return to THPRD's undesignated Local Share allocation, adding to the remaining fund balance.

The Willow Creek Greenway Boardwalk Replacement project will replace an aging non-ADA-compliant section of boardwalk, reduce impacts to floodplain and natural areas, and allow continued access for neighborhood residents and regional visitors to the Willow Creek Greenway natural area. The boardwalk provides access to the Waterhouse Community Trail which connects to the Rock Creek and Westside Regional Trail networks and the greater active and public transportation systems. Finally, this project is beneficial because it aligns with and seeks to address goal areas and actions from the 2020 Vision Action Plan (VAP) and goals and objectives from the 2023 Comprehensive Plan.

This project replaces the existing eastern portion of Willow Creek Greenway boardwalk and does not change maintenance impact costs.

### **Public Engagement**

During the project's planning phase, an internal design team was assembled to assess project goals and expectations, review design plans, evaluate public input, and help guide project outcomes. Public events were held on May 11, 2023, and September 12, 2023, where staff and

the consultant worked with community members to seek input on the project boardwalk design elements by considering resting places, viewing areas, and opportunities to recognize history and contributions of the local BIPOC community.

**Action Requested**

Board of directors' authorization for the general manager or designee to execute a second amendment to THPRD's current intergovernmental agreement (IGA) with Metro adding \$645,000 to the existing approved Willow Creek Greenway Boardwalk Replacement project budget and amending the project's construction schedule.

**Amendment 2 to 937977****Metro**600 NE Grand Ave.  
Portland, OR 97232-2736**AMENDMENT NO.   2****CONTRACT NO.   937977****AMENDMENT TO THE AGREEMENT  
BETWEEN METRO AND TUALATIN HILLS PARK AND RECREATION DISTRICT**

This Contract Amendment No. 2, dated July 11, 2025, amends Metro Contract No. 937977 ("the Contract").

The parties agree as follows:

**A. Purpose**

The purpose of Contract Amendment No. 2 is to add \$ 645,000 from Local Share allocation of \$8,628,870.00 to project # 2 in Scope of Work titled 'Willow Creek Boardwalk Replacement' for a new total bond fund project allocation ("Project Cost") of \$2,358,500.

**B. Provisions of Contract Amendment No. 2****Modification of Scope of Work**

Section D 'Project Requirements' is amended as follows:

1. **Project Budget:**
  - a. Amount of Allocated Bond Funds Requested ("**Project Cost**") : \$2,358,500.
  - b. Description of other Project Funding: Leveraged funds in the amount of \$63,779.30
  - c. Total Project Budget: \$2,422,279.30
2. **Project Timeline:**
  - a. Phase 1: approximately June 2022 through December 2022: Project kick off, site inventory and analysis
  - b. Phase 2: approximately January 2023 through September 2023: Concept planning with public engagement
  - c. Phase 3: approximately October 2023 through June 2025: Design Development, work with land use consultant, construction documentation, and permitting
  - d. Phase 4: approximately April 2025 through December 2025: Construction bidding and contract setup, construction, and project close out

Exhibit 2 to Attachment A will be modified to include the updated budget and scope of work attached to this Amendment as Attachment A to Amendment 2.

**C. No Other Modifications**

Except as modified here, all other terms and conditions of the Contract will remain in effect. Any conflict between the provisions of this Contract Amendment No. 2, and the original Contract will be resolved by reliance upon this Contract Amendment No. 2.

# Amendment 2 to 937977



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**AMENDMENT NO.   2**

**CONTRACT NO.   937977**

**Metro**

Tualatin Hills Park and Recreation District

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

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

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Attachment A to Amendment 2

### Amended Budget & SOW: Willow Creek Boardwalk Replacement

*Existing IGA Budget with Amendments*

Budget category	Local Share Funds Requested	Leveraged funds	Increase	Original Totals	AMENDED TOTAL	Justification
Design/Architecture/Engineering	\$ 282,728.00			\$ 282,728.00	<b>\$ 282,728.00</b>	
Permitting	\$ 130,000.00			\$ 130,000.00	<b>\$ 130,000.00</b>	
Construction (including materials, equipment, 3rd party labor, etc)	\$ 923,748.00		\$645,000	\$ 923,748.00	<b>\$1,568,748</b>	Increases due to higher costs for materials and labor.
Land Acquisition Costs				\$ 0	<b>\$ 0</b>	
Costs associated with land acquisition (including appraisals, due diligence, surveying, etc)				\$ 0	<b>\$ 0</b>	
"Capped Capital Costs" limited to 10% (local share provider staff time, overhead and indirect costs as defined by the IGA)	\$ 120,000.00			\$ 120,000	<b>\$ 120,000</b>	
Contingency	\$ 257,024.00			\$ 257,024.00	<b>\$ 257,024.00</b>	
Other (if needed, please provide other budget category descriptions below and details in the budget narrative)				\$ 0	<b>\$ 0</b>	
2020 Willow Creek Boardwalk Alignment and Replacement Feasibility Study		\$ 63,779.30		\$ 63,779.30	<b>\$ 63,779.30</b>	
<b>Total</b>	<b>\$1,713,500.00</b>	<b>\$ 63,779.30</b>	<b>\$645,000</b>	<b>\$1,777,279.30</b>	<b>\$2,422,279.30</b>	

*Amended IGA Scope of Work*

<b>Schedule</b>	<b>Specific Tasks</b>	<b>Responsible Party</b>
4 months (6/22 - 9/22)	Procure design consultant	THPRD
1 months (10/22)	Project kick off	THPRD
2 months (11/22 - 12/22)	Site inventory and analysis	Consultant
9 months (1/23 - 9/23)	Concept plan/Public engagement	THPRD/Consultant
10 months (10/23 - 7/24)	Design development/ Land use/CORPS	Consultant
8 months (8/24 - 3/25)	Construction documentation	Consultant
3 months (4/25 - 6/25)	Permitting	Consultant
2 months (4/25 - 6/25)	Construction bidding/ Contract set up	THPRD
5 months (6/25 - 10/25)	Construction	THPRD/Consultant
2 months (11/25 - 12/25)	Project close out	THPRD

**Seasonal delay removed because it was not necessary as we opted to bid the project concurrently with permitting.**

**Intergovernmental Agreement**  
**2019 Parks and Nature Bond Measure Local Share Program**



**Metro Contract No.**  
**937977**

**INTERGOVERNMENTAL AGREEMENT**  
**Metro –Tualatin Hills Park & Recreation District**

This Intergovernmental Agreement (this "Agreement") dated effective as of the last day of signature set forth below (the "Effective Date"), is entered into under the provisions of ORS chapter 190 by and between Metro, a metropolitan service district organized under the laws of the state of Oregon and the Metro Charter ("Metro"), and Tualatin Hills Park & Recreation District ("Park Provider") (each a "Party" or together the "Parties").

**BACKGROUND**

The electors of Metro approved Ballot Measure 26-203 on November 5, 2019 (the "Measure") authorizing Metro to issue \$475 million in general obligation bonds to preserve natural areas, clean water, and protect fish and wildlife. The Measure provides that Metro distribute \$92 million of bond funds to local government park providers to protect land, restore habitat, and build and care for parks that connect people to nature in local communities.

After voters approved the Measure, Metro developed the Local Share Handbook. The Handbook contains the requirements that each eligible park provider must follow to receive its respective proportionate share of Local Share Bond Funds. The Handbook requires park providers to apply consistently the community engagement, racial equity, and climate resilience criteria. The Handbook also provides a process for Metro to distribute bond funds to park providers consistent with the Measure guidelines. Metro may amend the Handbook with reasonable notice to, and feedback from, park providers.

Park Provider is a local government jurisdiction designated to receive \$8,628,870 (EIGHT MILLION SIX HUNDRED TWENTY-EIGHT THOUSAND EIGHT HUNDRED SEVENTY DOLLARS AND 00/100 DOLLARS) of Allocated Bond Funds. In accordance with the Handbook, Park Provider has completed the Handbook's submittal process, including formal identification of a project or projects. Metro has

determined that Park Provider may use Local Share Bond Funds to pay for project-related costs pursuant to this Agreement.

In Metro Resolution No. 21-5201, the Metro Council adopted a form of this Agreement, and authorized the COO to execute all agreements and amendments with park providers. The Parties now desire to enter into this Agreement to provide the terms and conditions under which Metro will provide a portion of the Allocated Bond Funds to Park Provider. Capitalized terms are defined within each section or in Section 27.

## **AGREEMENT**

### **1. Identified Local Share Projects**

1.1 Project List. Park Provider has identified a project or projects on which to spend a portion of Park Provider's Allocated Bond Funds. The Project List, attached as Attachment A to this Agreement, describes the projects. Park Provider's governing body has approved the projects on the Project List and Metro has determined during the Submittal Process that the projects meet the program requirements set forth in the Handbook and the Measure.

1.2 Addition of a Project. The Parties expect Park Provider may identify new projects to add to the Project List after the Effective Date of this Agreement. Park Provider may add projects to the Project List only if Park Provider's governing body has approved the projects and Metro has determined, during the Submittal Process, that the projects meet the program requirements set forth in the Handbook and the Measure. The Parties must amend this Agreement to add to the Project List before Metro will fund any additional projects identified after the Effective Date of this Agreement.

1.3 Removal of a Project. Park Provider may remove a project from the Project List by providing written notice informing Metro of Park Provider's determination that the project has become degraded, cost prohibitive, or otherwise unfeasible, is no longer in the best interest of the Park Provider, can be accomplished for less funds than estimated, or can be funded through other sources. Park Provider may then transfer the Allocated Bond Funds from the removed project to an existing project or a new project approved in accordance with Section 1.2 above.



## 2. Limitations of Funding

2.1 Payment and Use of Allocated Bond Funds. Metro will provide the Allocated Bond Funds to Park Provider on a project-by-project basis. The total amount of Allocated Bond Funds Metro provides may not exceed the project cost for a particular project. Metro has no obligation under this Agreement other than for the payment of Allocated Bond Funds on a project-by-project basis, as described in Attachment B to this Agreement. Park Provider will use the Allocated Bond Funds it receives only for the purposes specified in this Agreement.

2.2 Local Funds and Leverage. Park Provider may not use Allocated Bond Funds to replace local funds on projects. When possible, Park Provider should use Allocated Bond Funds to leverage other sources of revenue.

2.3 Capital Costs. The Local Share Bond Funds are tax-exempt general obligation bond proceeds and may be used only to pay for expenditures that are Capital Costs. As required by law, and based on Park Provider's own financial and accounting policies, Park Provider must spend all Allocated Bond Funds disbursed by Metro only on Capital Costs. Park Provider may not use Allocated Bond Funds for any Capital Costs incurred before April 30, 2020.

2.4 Capped Project Costs. Park Provider may use Allocated Bond Funds for administrative Capital Costs, including staff costs and Overhead and Indirect Costs, up to a maximum of ten percent (10%) of the total Project Cost for each project. Metro will apply the 10% cap on a project-by-project basis and each Park Provider will be responsible for tracking and accounting for its costs to ensure compliance with the 10% cap. For example, if the total cost of a project is \$100,000 but the Project Cost is \$50,000, the amount of eligible Capped Project Costs for that project is \$5,000.

## 3. Real Property Acquisitions Requirements

3.1 General. To be eligible for funding under this Agreement, projects that involve the acquisition of real property interests are Acquisition Projects and must comply with the following requirements:

- A. Park Provider must hold title to the property in Park Provider's name;
- B. Park Provider must acquire the property interest from willing sellers and Park Provider

may not exercise any powers of eminent domain;

C. Park Provider must obtain an MAI appraisal (subject to no extraordinary assumptions) of the property in compliance with USPAP standards, and federal and ODOT right-of-way acquisition standards, if necessary, to confirm that the price paid by Park Provider does not substantially exceed the appraised fair market value; and

D. Park Provider must perform commercially reasonable due diligence, including, but not limited to, title reviews and environmental site assessments, to confirm there are no encumbrances, conditions or other issues that would materially restrict Park Provider's use of the property for a Bond Required Use.

3.2 Acquisition Project Payment Requests. Park Provider will request payment of funds for all Acquisition Projects in accordance with the procedures set forth in the Payment Request Requirements attached as Attachment B to this Agreement.

3.3 Post-Acquisition Limitations on Sale and Use. Park Provider must maintain all real property and improvements acquired by Park Provider with Allocated Bond Funds for one or more of the Bond Required Uses. Park Provider may not sell or otherwise authorize the use of such property other than as a Bond Required Use unless Park Provider complies with all of the Post-Acquisition Restrictions set forth on Attachment C.

#### 4. Capital Construction Projects: Requirements

4.1 General. All Construction Projects must be an improvement to real property owned by a State or local government as required by 26 CFR § 1.103-1.

4.2 Construction Project Payment Requests. Park Provider will request payment of funds for all Construction Projects in accordance with the procedures set forth in the Payment Request Requirements attached as Attachment B to this Agreement.

4.3 Equity In Contracting, Workforce Diversity, Construction Pathway Careers Requirements. For all Construction Projects, Park Provider will comply with the Equity in Contracting, Workforce Diversity, and Construction Career Pathways Requirements for grants identified by Metro, as described in Attachment D.

4.4 Post-Construction Limitations on Sale and Use. Park Provider may not sell or otherwise authorize use of buildings or improvements funded pursuant to this Agreement unless the sale or use complies with all of the Post-Construction Restrictions set forth in Attachment C.

4.5 Notice of Material Changes. Park Provider will notify Metro of any events during construction that materially affect the Construction Project, including, without limitation (1) extensions to the Project schedule of more than 60 days, (2) increases to the total Project Cost of more than 10%, (3) any notices of default issued by Park Provider or other project lenders, or (4) any potential or current problems or challenges that could pose a risk to the Construction Project. Park Provider will provide Metro with any additional information Metro reasonably requests related to such events.

4.6 Third Party Indemnification. If Park Provider obtains an indemnification agreement from any third-party developer or general contractor for a project, Park Provider will contractually require such party to indemnify Metro to the same extent as the party indemnifies Park Provider.

## 5. Funding Recognition

5.1 Overall Funding Recognition Requirements. At least once during the Term of the Agreement, Park Provider will hold a public meeting with members of Park Provider's governing body, at which Park Provider will recognize Park Provider's partnership with Metro to complete Park Provider's projects. This meeting may be a regularly scheduled meeting of the governing body, or it may be a special meeting. In either case, Park Provider must comply with Oregon Public Meetings law. Park Provider will provide the Local Share Program Manager with written notice of such public meeting at least four (4) weeks before the scheduled event to coordinate with and allow for participation by Metro staff and elected officials.

### 5.2 Individual Project Funding Recognition Requirements.

A. Park Provider will (1) coordinate with Metro in selecting the date and time for any event recognizing, celebrating or commemorating any Project ground-breaking, completion, ribbon cutting or opening, and provide Metro an opportunity to participate, (2) recognize the Measure as a funding source at any such event, and (3) provide a speaking opportunity for the Metro elected official

representing the district in which the project is located, if such opportunities are provided to Park Provider or other public officials.

B. Park Provider will recognize Metro and the Measure in any publications, media presentations, or other presentations relating to or describing projects receiving Allocated Bond Funds. Such project recognition will be included on on-site documentation, for example signs, and in any published final products and visual presentations, web site information, collateral materials, newsletters, and news releases.

C. At or before completion of any project, Park Provider will install permanent signage at the project site in prominent and highly visible locations near each primary public access point or viewing access area and not located in a manner that would have a detrimental impact on any natural area view shed. The signage will acknowledge Metro's funding of the project and any other partners that have provided funding. Signage will (1) be a standard, free-standing sign provided by Metro, which Metro will make available to Park Provider upon request at no cost to Park Provider, or (2) include Metro's logo and script in other signage, with Metro's logo and script of a size in comparable proportion to the relative amount of funding provided by the Measure for the project being recognized, in relation to other agencies recognized on such signage. Metro's logo and script should not be larger than the logo and script of Park Provider. Metro will make its graphics available upon request at no charge to Park Provider.

D. When Park Provider opens the project to the public, Park Provider will plan and hold at least one community/media event to publicize the project and its relationship to the Measure. Park Provider will provide the Local Share Program Manager with written notice of such event at least four (4) weeks before the scheduled event to coordinate with and allow for participation by Metro staff and elected officials.

## 6. Reporting Requirements

6.1 Regular Reporting Requirements. Metro distribution of Allocated Bond Funds is conditioned on Park Provider's ongoing demonstration of progress on each project as presented through regular staff-to-staff conferences, quarterly updates and an annual progress report as described in Section 6.1(C) below:

A. Staff-to-Staff Conferences. Park Provider and Metro staff will confer as needed and at least every 6 months by telephone, video conference, in-person meetings, or site visits. Topics will include

project progress, support needs, challenges or issues, and opportunities to share progress with the community and the Metro Council.

B. Quarterly Updates. By September 30, December 31 and March 31 of each fiscal year during the Term, Park Provider will provide brief updates in writing describing project status (scope, schedule budget) and identifying any issues that may delay or interfere with project completion.

C. Annual Progress Report. By July 31 of each year of the Term, or until Park Provider has fully completed the project, whichever is first, Park Provider will prepare a progress report using a template provided by Metro. The Annual Progress Report is an opportunity for Park Provider to summarize progress, identify successes and challenges of each project, and show that Park Provider has met the Measure goals and principles. Metro may revise the Annual Progress Report template and will provide Park Provider with notice at least three months before requiring Park Provider to use the revised template.

6.2 Annual Financial Report. On or before July 31 of each year during the Term, beginning in the year Metro first provides a disbursement of any portion of the Allocated Bond Funds to Park Provider for a project, Park Provider will prepare a financial report using a template provided by Metro. The Annual Financial Report will contain (A) an itemized list of Park Provider's expenditure of Allocated Bond Funds through the end of the applicable fiscal year and the prior fiscal year, (B) a certification from Park Provider to Metro that the Allocated Bond Funds were used only to pay for Capital Costs and the Capped Project Costs do not exceed the 10% cap described in Section 2.3, and (C) such other financial items related to this Agreement Metro requests in writing with reasonable notice to Park Provider. Metro may revise the template and will provide Park Provider with notice at least three months before requiring Park Provider to use the revised template.

6.3 Annual Outcomes and Impacts Report. On or before July 31 of each year during the term, Park Provider will prepare a report describing outcomes and impacts using a template provided by Metro. The Annual Outcomes and Impacts Report will (A) describe each project's compliance with the Program Requirements, (B) track outcomes that have been emphasized in the Program Requirements, and (C) demonstrate the impact of investments from the Allocated Bond Funds. Metro may revise the template and will provide Park Provider with notice at least three months before requiring Park Provider to use the revised template.

## 7. Project Records, Audits and Inspections

7.1 Project Records. Park Provider will maintain comprehensive records and documentation relating to any project for which it seeks payment from Metro pursuant to this Agreement, including, without limitation, the establishment and maintenance of books, records, documents, and other evidence and accounting procedures and practices sufficient to reflect properly all costs of any nature that Park Provider incurred or anticipated to be incurred for the performance of this Agreement (collectively, the "Project Records") in sufficient detail to permit Metro or its auditor to verify how Park Provider spent Allocated Bond Funds. Project Records includes all records, reports, data, documents, systems, and concepts, whether in the form of writings, figures, graphs, or models that are prepared or developed in connection with any Project and any other records necessary to clearly document:

- A. Park Provider's performance of this Agreement, including but not limited to Park Provider's compliance with this Agreement;
- B. Any claims arising from or relating to the performance of Park Provider under this Agreement or any public contract entered into by Park Provider that is related to this Agreement;
- C. Any cost and pricing data relating to this Agreement;
- D. Payments made to all suppliers, contractors and subcontractors engaged in any work for Park Provider related to this Agreement; and
- E. Any financial match or other contribution of funds from any other source relating to any project.

7.2 Maintenance of Project Records. Park Provider will maintain all fiscal Project Records in accordance with generally accepted accounting principles. Park Provider will maintain Project Records for the longer period of either (A) three (3) years after the final maturity of the bonds issued for the Local Share Bond Funds, or (B) until the conclusion of any audit, controversy, or litigation that arises out of or is related to this Agreement and that commences within six (6) years from the date of termination of Metro's obligation to provide funds pursuant to this Agreement.

7.3 Availability of Project Records. After Metro provides Park Provider with at least seven (7) days' prior notice of its intent to examine, audit, inspect and copy Project Records, Park Provider will make Project Records available to Metro and its authorized representatives, including but not limited to the staff of any Metro department and the staff of the Metro Auditor. Park Provider will make Project Records available within the boundaries of the Metro region, at reasonable times and places

regardless of whether litigation has been filed on any claims. Park Provider authorizes and permits Metro Representatives to inspect, examine, copy and audit the books and Project Records of Park Provider related to the Project, including tax returns, financial statements, other financial documents and any documents that may be placed in escrow according to any requirements of this Agreement. Park Provider agrees to disclose Project Records requested by Metro and agrees to the admission of such records as evidence in any proceeding between Metro and Park Provider, including, but not limited to, a court proceeding, arbitration, mediation or other alternative dispute resolution process. Metro will keep any such documents confidential to the extent permitted by Oregon law, subject to the provisions of Section 7.5 below.

7.4 Costs of Audit. Park Provider agrees that if Metro's review of Project Records discloses that Metro is owed any sum of money, other than a nominal sum, or establishes that any portion of any claim made by Park Provider against Metro is not warranted, Park Provider will pay all costs incurred by Metro in conducting the audit and inspection. Metro may withhold payment of costs under this Section from any sum that is due or that becomes due to Park Provider.

7.5 Public Records Law. All Project Records are public records subject to disclosure under Oregon Public Records Law unless otherwise exempt.

#### 8. Project Failure, Misuse of Allocated Bond Funds and Repayment

Park Provider will use the Allocated Bond Funds strictly in accordance with the terms set forth in this Agreement. Metro will seek all available remedies from Park Provider for breach of this Agreement, including without limitation reimbursement to Metro of any costs related to Park Provider's breach, reallocation of Allocated Bond Funds to another Park Provider Project, and repayment with interest to Metro of the Allocated Bond Funds. Acquisition Projects must close within 90 days after Metro disburses the requested funds and failure to meet this timeline is a breach of this Agreement. Park Provider will inform Metro if an Acquisition Project is not expected to close within 90 days and will confer with Metro to resolve Park Provider's breach. Construction Projects must start within 60 days after Park Provider's receipt of Metro disbursed funds and failure to meet is timeline is a breach of this Agreement. Park Provider will inform Metro if a Construction Project is not expected to start within 60 days and will confer with Metro to resolve Park Provider's breach. If a project is no longer used for a Bond Required Use or in compliance with the terms set forth in this Agreement, Park Provider will confer with Metro to determine appropriate expenditure of the Allocated Bond Funds,

which may include without limitation immediate repayment of the f Allocated Bond Funds disbursed for the project. Park Provider acknowledges and affirms its obligations even if Park Provider's breach of the Agreement is through no fault of Park Provider.

## 9. Term; Termination

9.1 Term. This Agreement terminates June 30, 2032. The parties may agree to one extension of the Agreement, not to exceed two years. After termination of the Agreement, Metro will reallocate any funds Park Provider did not spend. The provisions of Sections 3.3, 4.4, 5, 7, 8, 12 and 14 will survive the completion of any project. Notwithstanding the foregoing, all terms of this Agreement will terminate on June 1, 2040.

### 9.2 Termination for Cause.

A. Metro may terminate this Agreement, in full or in part, at any time during the Term of this Agreement if Metro reasonably determines that Park Provider has failed to comply with any provision of this Agreement and is therefore in default. Upon such termination, Metro may immediately withhold or suspend future distributions of Allocated Bond Funds in addition to any other rights and remedies set forth herein or available at law or in equity.

B. Metro will promptly document such default and notify Park Provider in writing of Metro's determination as required in Section 9.2(C) below. Notwithstanding any termination for cause, Park Provider will be entitled to receive payments for any work completed or for which Park Provider was contractually obligated on the date that Metro provided written notice of default, except that Metro will not be obligated to make any payment other than for work specifically provided for in this Agreement.

C. Before termination for cause, Metro will provide Park Provider with written notice of default that describes the reason(s) that Metro has concluded that Park Provider is in default and includes a description of the steps that Park Provider must take to cure the default. Park Provider will have 90 days from the date of the notice of default to cure the default, or a longer period that Metro may specify in its written notice (the "Cure Period"). If Park Provider does not cure the default within the Cure Period, Metro may terminate all or any part of this Agreement. Metro will notify Park Provider in writing of the reasons for the termination and the effective date of the termination, which will not be earlier than 90 days from the date of the notice of default. Park Provider will be entitled to receive payments for any work completed, including any contractual obligations entered, after the date of the



notice of default and before the date that Metro provided written notice of termination, provided that such work or contractual obligations were undertaken by Park Provider in a good faith effort to comply with one of the steps to cure the default described by Metro in the notice of default, except that Metro will not be obligated to make any payment other than for work specifically provided for in this Agreement.

D. Park Provider will be liable to Metro for all reasonable costs and damages incurred by Metro as a result of and in documentation of the default.

E. If, after notice of termination, Metro agrees or a court finds that Park Provider was not in default or that the default was excusable, including but not limited to, a labor strike, fire, flood, epidemics, quarantine restrictions, freight embargoes, or other event that was not the fault of, or was beyond the reasonable control of Park Provider, Metro will allow Park Provider to continue work, or both Parties may treat the termination as a joint termination for convenience whereby the rights of Park Provider will be as provided in Section 9.3 below.

9.3 Joint Termination for Convenience. Metro and Park Provider may jointly terminate all or part of this Agreement based upon a determination that such action is in the public interest. Termination under this provision will be effective only upon a mutual, written termination agreement signed by both Metro and Park Provider. Within 30 days after termination pursuant to this provision, Park Provider will submit an itemized invoice for all unreimbursed project work completed before the effective date of termination, provided that Metro will not be obligated to make any payment other than for work specifically provided for in this Agreement. Metro will not be liable for any costs invoiced later than 30 days after termination; provided, however, that Metro may reimburse additional costs, at Metro's sole discretion, if Metro reasonably determines that the delay was due to factors beyond Park Provider's control.

## 10. Dispute Resolution

The Parties will negotiate in good faith to resolve any dispute arising out of this Agreement. If the Parties are unable to resolve any dispute within fourteen (14) calendar days, the Parties will attempt to settle any dispute through mediation. The Parties will attempt to agree on a single mediator. The cost of mediation will be shared equally. If the Parties agree on a mediator, the mediation must be held within 60 days of selection of the mediator unless the Parties otherwise agree. If the Parties cannot agree on a mediator, or the matter is not settled during mediation, the Parties will have all

other remedies available at law or in equity.

#### 11. Public Contracting Provisions; Compliance with Law

11.1 Public Contracting Provisions. Park Provider is solely responsible for ensuring that all projects receiving Allocated Bond Funds comply with prevailing wage rate law, as applicable, and with applicable provisions of ORS chapters 279A, 279B, and 279C, and all other terms and conditions necessary to be inserted into public contracts in the state of Oregon. Park Provider and all employers working under this Agreement are subject employers that will comply with ORS 656.017.

11.2 Compliance with Law. Park Provider will comply with all applicable federal, state, and local laws, regulations, executive orders and ordinances applicable to its investment and expenditure of the Allocated Bond Funds. No recipient or proposed recipient of any services or other assistance under the provisions of this Agreement or any program related to this Agreement may be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with the funds made available through this Agreement on the grounds of race, color, or national origin, 42 U.S.C. §2000d (Title VI), or on the grounds of religion, sex, ancestry, age, or disability as that term is defined in the Americans with Disabilities Act.

#### 12. Indemnification; Limitation on Liability

12.1 Indemnification. Subject to the limitations and conditions of the Oregon Constitution and the Oregon Tort Claims Act, Park Provider will indemnify, defend, and hold harmless Metro, its elected officers and employees, from and against any and all liabilities, claims, demands, damages, actions, costs, penalties, losses and expenses (including any attorney's fees in defense of Metro or any attorney's fees incurred in enforcing this provision) suffered or incurred as a result of third-party claims arising out of Park Provider's performance of this Agreement or resulting in whole or in part from any act, omission, negligence, fault or violation of law by Park Provider, its officers, employees, agents, and contractors. This indemnity provision does not apply to third-party claims resulting from the sole negligence or willful misconduct of Metro.

12.2 Limitation on Liability. In no event will either Party be liable to the other for, and each Party releases the other from, any liability for special, punitive, exemplary, consequential, incidental or indirect losses or damages (in tort, contract or otherwise) under or in respect of this Agreement, however caused,

whether or not arising from a Party's sole, joint or concurrent negligence.

### 13. Oregon Law; Forum

This Agreement is to be construed according to the laws of the State of Oregon. Any litigation between Metro and Park Provider arising under this Agreement will occur, if in the state courts, in the Multnomah County Circuit Court, and if in the federal courts, in the United States District Court for the District of Oregon located in Portland, Oregon.

### 14. Oregon Constitution and Tax Exempt Bond Covenants

Park Provider acknowledges that Metro's source of funds for the Local Share Program is from the sale of voter-approved general obligation bonds that are to be repaid using ad valorem property taxes exempt from the limitations of Article XI, Sections 11 and 11b, of the Oregon Constitution, and that certain interest paid by Metro to bond holders is currently exempt from federal and Oregon personal income taxes. Park Provider covenants and agrees that (A) it will take no actions that would jeopardize Metro's general obligation bond levy as exempt from Oregon's constitutional property tax limitations or the income tax exempt status of the bond interest under IRS rules, and (B) it will use all Allocated Bond Funds disbursed hereunder to pay for or reimburse costs that are of a type that are properly chargeable to a Capital Cost (or would be so chargeable with a proper election) to comply with the Oregon Constitution and other applicable laws with respect to the permitted expenditure of general obligation bond proceeds. If Park Provider breaches these covenants, Park Provider will undertake whatever remedies are necessary to cure the default and to compensate Metro for any loss it may suffer as a result thereof, including, without limitation, reimbursement of Metro for any projects funded under this Agreement.

### 15. Notices

Any notices permitted or required by this Agreement, other than payment requests required pursuant to Attachment B, must be in writing to the addresses set forth below and will be deemed given upon (A) personal service, (B) deposit in the United States Mail, postage prepaid, (C) deposit with a nationally recognized overnight courier service or (D) by email delivery, if sent on a business day between the hours of 7:00am and 6:00pm Pacific Time. All such notices will be deemed received as follows (A) upon personal service, (B) three days after deposit in the US Mail, postage prepaid, (C) one day after deposit with a nationally recognized overnight courier service or (D) on the date of delivery of

the email, provided that the email is sent on a business day during the hours stated above, or on the next business day if the email is sent outside of the hours stated above.

Park Provider's Designated Representative(s):

Attn: Design & Development Manager, Gery Keck  
15707 SW Walker Road  
Beaverton, OR 97006  
Tualatin Hills Park & Recreation District  
Phone: 503-629-6305  
Email: g.keck@thprd.org

Metro's Designated Representatives:

Attn: Local Share Program Manager, Antonia Machado  
Metro Regional Center  
600 NE Grand Avenue  
Portland, OR 97232  
Email: antonia.machado@oregonmetro.gov

with copy to:

Office of Metro Attorney  
600 NE Grand Avenue  
Portland, OR 97232  
Email: [michelle.bellia@oregonmetro.gov](mailto:michelle.bellia@oregonmetro.gov)

The parties may change the addresses by written notice, given in the same manner. Notice given in any manner other than the manners set forth above will be effective when received by the Party for whom it is intended. Telephone numbers are for information only.

16. Assignment; Entire Agreement; Merger; Waiver

This Agreement is binding on each Party, its successors, assigns, and legal representatives and may not, under any circumstance, be assigned or transferred by Park Provider without Metro's written consent, which may be withheld in Metro's sole discretion. This Agreement and attachments, exhibits and schedules constitute the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. The failure to enforce any provision of this Agreement does not constitute a waiver by either Party of that or any other provision. Any waiver of any breach is not a waiver of any succeeding breach or a waiver of any provision.

17. Amendment

The Parties may not waive, alter, modify, supplement or amend this Agreement except by written amendment signed by both Parties.

18. No Third Party Beneficiaries

Park Provider and Metro are the only parties to this Agreement and are the only parties entitled to enforce its terms and the sole beneficiaries. Nothing in this Agreement gives, is intended to give, or will be construed to give or provide any benefit or right, whether directly, indirectly, or otherwise, to third persons any greater than the right and benefits enjoyed by the general public.

19. Relationship of Parties

Nothing in this Agreement nor any acts of the Parties hereunder will be deemed or construed by the Parties, or by any third person, to create the relationship of principal and agent, or of partnership, or of joint venture or any association between any Park Provider and Metro. Furthermore, Metro will not be considered the owner, contractor or the developer of any project funded with Allocated Bond Funds. This Agreement is not intended to be a contract that provides for the development or construction of any project, either directly with a construction contractor or through a developer. Metro specifically waives any provision contained in this Agreement, to the extent it is construed to provide Metro the right to manage, direct or control the developer, general contractor or the subcontractors. The rights and duties of any developer, the general contractor and the subcontractors are the subject of a separate contract or contracts with Park Provider to which Metro is not a party. Park Provider waives and releases Metro from any claims and actions related to the construction, operation, repair, or maintenance of any project.

20. Other Agreements

This Agreement does not affect or alter any other agreements between Metro and Park Provider.

21. Further Assurances

Each of the Parties will execute and deliver any and all additional papers, documents, and other assurances, and will do any and all acts and things reasonably necessary in connection with the performance of their obligations under this Agreement and to carry out the intent and agreements of the Parties.

22. No Attorney Fees

Except as otherwise set forth in Section 12.1 of this Agreement, in the event any arbitration, action or

proceeding, including any bankruptcy proceeding, is instituted to enforce any term of this Agreement, each Party will be responsible for its own attorneys' fees and expenses.

23. Limitations

This Agreement is expressly subject to the limitations of the Oregon Tort Claims Act, and is contingent upon appropriation of funds. Any provision of this Agreement that conflicts with the above-referenced laws are deemed invalid and unenforceable.

24. Severability

If any term or provision of this Agreement is held invalid or unenforceable by a court order or judgment, the validity of the remaining provisions are not affected.

25. Counterparts; Electronic Execution

This Agreement may be executed in counterparts, each of which, when taken together, constitute fully executed originals. Electronic signatures, including e-mail or other digital signatures, operate as original signatures with respect to this Agreement.

26. Authority

Park Provider and Metro each warrant and represent that each has the full power and authority to enter into and perform this Agreement in accordance with its terms; that all requisite action has been taken by Park Provider and Metro to authorize the execution of this Agreement; and that the person signing this Agreement has full power and authority to sign for Park Provider and Metro, respectively. The Parties, by the signatures below of their authorized representatives, hereby acknowledge that they have read this Agreement, understand it, and agree to be bound by its terms and conditions.

27. Definitions

Acquisition Project means projects that involve the acquisition of real property.

Allocated Bond Funds means the total bond proceeds to be distributed by Metro to Park Provider under this Agreement.

Bond Required Use means a property is used for one or more of the following uses: (1) to protect water

quality, fish wildlife habitat, natural areas, (2) to connect people to parks and nature, (3) as a local or regional trail, or (4) as an environmental educational facility.

Capital Costs means qualified capital costs, consistent with the Oregon Constitution and federal tax law, that are capitalizable under Generally Accepted Accounting Principles (GAAP) and under general federal income tax principles and may include the costs of real property acquisition and/or capital construction and improvements to real property.

Construction Projects means all projects that are not Acquisition Projects and involve (A) construction of buildings and other improvements, (B) habitat restoration or habitat connectivity enhancements, (C) maintaining or developing public access facilities at public parks and natural areas, (D) design and construction of local or regional trails, or (E) enhanced or new learning/environmental educational facilities by Park Provider.

Handbook means the Local Share Handbook that includes requirements for each eligible local government park provider to receive its proportionate share of the Local Share Bond Funds.

Local Share Bond Funds means the \$92 million of bond proceeds to be distributed by Metro to local government park providers.

Overhead and Indirect Costs means costs whose benefits are not readily identifiable for a specific project but are necessary for the execution of each project.

Project Cost means the amount of Allocated Bond Funds Metro approved for each project.

Project List means the projects identified by Park Provider and eligible for Local Share Bond Funds.

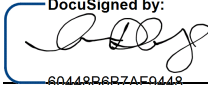
**ATTACHMENTS:**

- Attachment A: Projects List
- Attachment B: Payment Request Requirements
- Attachment C: Post-Acquisition and Post-Construction Restrictions on Sale and Use
- Attachment D: Equity in Contracting, Workforce Diversity, Construction Career Pathways Requirements



The Parties have executed this Agreement as of the Effective Date.

**Metro**

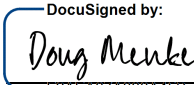
By:   
60448D6B7AF0448...

Name: Marissa Madrigal

Title: COO

Date: July 22, 2022

**Tualatin Hills Park & Recreation District**

By:   
F2AE407A808A45B...

Name: Doug Menke

Title: General Manager

Date: July 22, 2022

**ATTACHMENT A**  
**Projects List**

**PROJECT #1**

**A. LOCAL SHARE PARK PROVIDER NAME:** Tualatin Hills Park & Recreation District

**B. PROJECT DETAILS:**

1. **Project Name:** Heckman Lane Park and Trail
2. **Project Contact Information:** Gery Keck; 503-629-6305, g.keck@thprd.org
3. **Project Description:** The Heckman Lane Park and Trail project will build a new park in a majority BIPOC neighborhood in North Bethany and add to the region's active transportation network by closing a gap in a hard-surface community trail.
4. **Project Location:** NW 159th Avenue and NW Heckman Lane, Portland, OR 97229
5. **Acquisition Project OR Construction Project:** Construction project
6. **Stabilization Plan for Land Acquisitions:** Please refer to Local Share project application (Exhibit 1) submitted by Tualatin Hills Park & Recreation District.

The Park Provider and Metro may modify the Scope of Work, outlined in this attachment, upon mutual written agreement. The parties may agree to minor changes in writing by email.

**C. PROJECT MEETS FOLLOWING APPLICABLE PROGRAM REQUIREMENTS:**

1. **Local Share Investment Category:** Maintaining or developing public access facilities at public parks and natural areas; Design and construction of local or regional trails
2. **Local Share Criteria:** Park provider selected one or more specific local share criteria, articulated how project meets them and connected these criteria to the project description. Please refer to Local Share project application (Exhibit 1) submitted by Tualatin Hills Park & Recreation District.
3. **Climate Resilience Criteria:**  
Park provider selected one or more specific climate resilience criteria, articulated how project meets them and connected these criteria to the project description. Please refer to Local Share project application (Exhibit 1) submitted by Tualatin Hills Park & Recreation District.
4. **Community Engagement and Racial Equity Criteria:**  
Park provider met meaningful engagement criteria and made a good faith effort to engage members of historically marginalized communities. Please refer to Local Share project application (Exhibit 1) submitted by Tualatin Hills Park & Recreation District.
5. **Strategies for avoiding gentrification/displacement:**  
Park provider identified demographics of community in vicinity of project. Park provider described anti-displacement strategies its agency use or it will employ to mitigate impacts on at-risk communities. Please refer to Local Share project application (Exhibit 1) submitted by Tualatin Hills Park & Recreation District.

**D. PROJECT REQUIREMENTS:** The Project will comply with the following (collectively referred to as the "Project Requirements"):

**PROJECT #2**

**A. LOCAL SHARE PARK PROVIDER NAME:** Tualatin Hills Park & Recreation District

**B. PROJECT DETAILS:**

1. **Project Name:** Willow Creek Greenway Boardwalk Replacement
2. **Project Contact Information:** Gery Keck; 503-629-6305, g.keck@thprd.org
3. **Project Description:** This project will replace the failing and non-ADA compliant eastern section of the Willow Creek boardwalk, making continued access to the Willow Creek Greenway natural area & THPRD's trail system possible for neighborhood residents and regional visitors.
4. **Project Location:** Between NW Jeffrey Place and NW Waterhouse Avenue, Beaverton, OR 97006
5. **Acquisition Project OR Construction Project:** Construction project
6. **Stabilization Plan for Land Acquisitions:** Please refer to Local Share project application (Exhibit 2) submitted by Tualatin Hills Park & Recreation District.

The Park Provider and Metro may modify the Scope of Work, outlined in this attachment, upon mutual written agreement. The parties may agree to minor changes in writing by email.

**C. PROJECT MEETS FOLLOWING APPLICABLE PROGRAM REQUIREMENTS:**

1. **Local Share Investment Category:** Maintaining or developing public access facilities at public parks and natural areas
2. **Local Share Criteria:** Park provider selected one or more specific local share criteria, articulated how project meets them and connected these criteria to the project description. Please refer to Local Share project application (Exhibit 2) submitted by Tualatin Hills Park & Recreation District.
3. **Climate Resilience Criteria:**  
Park provider selected one or more specific climate resilience criteria, articulated how project meets them and connected these criteria to the project description. Please refer to Local Share project application (Exhibit 2) submitted by Tualatin Hills Park & Recreation District.
4. **Community Engagement and Racial Equity Criteria:**  
Park provider met meaningful engagement criteria and made a good faith effort to engage members of historically marginalized communities. Please refer to Local Share project application (Exhibit 2) submitted by Tualatin Hills Park & Recreation District.
5. **Strategies for avoiding gentrification/displacement:**  
Park provider identified demographics of community in vicinity of project. Park provider described anti-displacement strategies its agency use or it will employ to mitigate impacts on at-risk communities. Please refer to Local Share project application (Exhibit 2) submitted by Tualatin Hills Park & Recreation District.

**D. PROJECT REQUIREMENTS:** The Project will comply with the following (collectively referred to as the “**Project Requirements**”):

1. **Project Budget:**

- a. Amount of Allocated Bond Funds Requested ("**Project Cost**"): \$ 1,713,500.00 (ONE MILLION SEVEN HUNDRED THIRTEEN THOUSAND FIVE HUNDRED AND 00/100 DOLLARS)
- b. Description of other Project Funding: Local Share Bond funds are leveraged by the funds invested in the 2020 Willow Creek Boardwalk Alignment and Replacement Feasibility study that identified project costs and potential alignments that have a chance of being approved by the Army Corp of Engineers and other applicable permitting agencies. Additionally, the momentum created by funding the replacement of the Greenway's eastern-section of boardwalk would position THPRD well to secure the future funds needed to replace the remaining western-section of boardwalk, estimated to cost between \$1.75-2.15 million, through grants and other opportunities.
- c. Total Project Budget: \$ 1,777,279.30

2. **Project Timeline:**

(For details on specific timeline items, see Scope of Work section of Exhibit 2)

- a. **Phase 1:** Months 1-7, approximately August 2022 through February 2023  
Project kick off, site inventory and analysis
- b. **Phase 2:** Months 8-17, approximately March 2023 through November 2023  
Concept planning with public engagement
- c. **Phase 3:** Months 18-36, approximately December 2023 through June 2025  
Design Development and work with land use consultant
- d. **Phase 4:** Months 37-60, approximately July 2025 through March 2027  
Permitting and construction of project site

3. **Payment schedule based on project milestones:**

(For details on how to request payment and report financials, see Attachment B)

- a. **Phase 1:** Site inventory and analysis  
No deliverable required from Phase 1 before moving into payments for phase 2
- b. **Phase 2:** Design concept planning with site-specific community engagement on replacement features and concepts  
**Deliverable required before payment can be made on phase 3:** Summaries of the comments and feedback received at each step of the process (same as will be shared with the community as outlined in Exhibit 2 at a minimum).
- c. **Phase 3:** Design Development and work with land use consultant  
**Deliverable required before payment can be made on phase 4:** Design plans shall be provided to Metro Local Share Program Manager at a minimum of 30%, 60% and 90% completion during this phase. Payments for phase 3 will not be made until review of 90% design plans have been reviewed by Metro.
- d. **Phase 4:** Construction of project site

**Deliverable:** At completion of project the final close-out report must be submitted. As outlined in **Attachment B** of this agreement, Metro may withhold up to 10% of final payment until a report is submitted.



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## Exhibit 2 to Attachment A

Metro

Parks and Nature

Parks and Nature

### Metro 2019 Parks and Nature Bond Local Share Project Submittal Form

Deadline: 12/31/2030

Tualatin Hills Park & Recreation District

## Willow Creek Greenway Boardwalk Replacement

Jump to: [Eligibility](#) [Submittal Questions](#) [Budget](#) [Scope and Outcomes](#) [Document Uploads](#)

**\$ 1,713,500.00** Requested

Submitted: 2/3/2022 11:33:29 AM (Pacific)

#### Project Contact

Gery Keck

[grants@thprd.org](mailto:grants@thprd.org)

Tel: 5036296305

#### Additional Contacts

none entered

#### Tualatin Hills Park & Recreation District

15707 SW Walker Road

Beaverton, OR 97006

United States

#### General Manager

Doug Menke

[dmenke@thprd.org](mailto:dmenke@thprd.org)

Telephone 503-645-6433

Fax 503-629-6302

Web [www.thprd.org](http://www.thprd.org)

## Eligibility [top](#)

### 1. Local Share conversation

Before you propose projects, have you had a conversation (or conversations) with Metro's Local Share Program Manager? Metro staff can make sure your projects and processes meet bond criteria and we can provide assistance if needed.

✓ I got it!

### 2. Distribution of funds

(See Exhibit C to Resolution No. 19-4988) I am eligible for Local Share allocation as the representative of:

- ☞ Beaverton \$ 5,709,843
- ☞ Clackamas County \$ 5,381,324
- ☞ Cornelius \$ 902,546
- ☞ Durham \$ 310,665
- ☞ Fairview \$ 640,683
- ☞ Forest Grove \$ 1,420,103
- ☞ Gladstone \$ 852,315
- ☞ Gresham \$ 5,416,870
- ☞ Happy Valley \$ 1,150,062
- ☞ Hillsboro \$ 5,999,692
- ☞ Johnson City \$ 230,749
- ☞ King City \$ 417,798
- ☞ Lake Oswego \$ 2,083,297
- ☞ Milwaukie \$ 1,127,000
- ☞ North Clackamas Parks and Recreation District \$ 4,508,386
- ☞ Oregon City \$ 1,914,446
- ☞ Portland \$ 31,821,020

- ☐ Rivergrove \$ 229,789
- ☐ Sherwood \$ 1,148,149
- ☒ None of the above

### 3. Distribution of funds

(See Exhibit C to Resolution No. 19-4988) I am eligible for Local Share allocation as the representative of:

- ☒ Tualatin Hills Parks and Recreation District \$ 8,628,870
- ☐ Tigard \$ 3,107,156
- ☐ Troutdale \$ 793,376
- ☐ Tualatin \$ 1,581,005
- ☐ Washington County \$ 3,256,965
- ☐ West Linn \$ 1,418,291
- ☐ Wilsonville \$ 1,557,445
- ☐ Wood Village \$ 392,155
- ☐ None of the above

## Submittal Questions [top](#)

### Location and general description

#### 1. Project summary (one paragraph, 255 characters)

*In a nutshell, what is your project intended to accomplish? (1-2 sentences. This is how Metro will describe it to others.)*

This project will replace the failing and non-ADA compliant eastern section of the Willow Creek boardwalk, making continued access to the Willow Creek Greenway natural area & THPRD's trail system possible for neighborhood residents and regional visitors.

#### 2. General description (up to one page, 4000 characters)

*Tell us more. Describe the project, including its purpose and the issues it addresses. Is this a new project, does it complete an existing project or does it improve an existing facility?*

Access to the eastern half of the Willow Creek Greenway natural area is in jeopardy due to failing portions of the existing boardwalk. This project ensures continued access to beautiful natural spaces for visitors from the rapidly diversifying adjacent neighborhoods and for regional visitors commuting or recreating along the Waterhouse Community Trail.

The Tualatin Hills Park & Recreation District (THPRD) is seeking to use \$1.71 million of its \$8,628,870 allocation of 2019 Parks and Nature Bond Local Share program funding to replace sections of the Willow Creek Greenway's boardwalk trail, improving the existing infrastructure. The 17-acre greenway is a lush riparian area with many birds, animals, and native plant species. Located in the Five Oaks/Triple Creek neighborhood of Beaverton, the existing boardwalk serves a diverse array of neighborhood patrons and regional visitors. Since the 2010 census, the neighborhood surrounding the Greenway has diversified in age, with youth and older adult populations growing; race and ethnicity, with substantial growth in Asian, Latinx, African American, and multi-racial populations; and language, with growth in prevalence of Spanish and Asian and Pacific Islander language-speaking communities.

This project will replace the failing ~1000-foot eastern half of the Willow Creek boardwalk, a vital piece of active transportation and passive recreation infrastructure for regional recreation-seekers and Five Oaks/Triple Creek neighborhood residents. Boardwalk replacement is needed because the current structure has reached the end of its useful life, now requiring extensive annual maintenance to stay open. Additionally, the narrowness and sharp corners of the layout of the existing boardwalk makes it difficult for people using mobility devices to navigate. In addition to providing all users with continued access to the Willow Creek Greenway and expanding access to patrons living with disabilities, the replacement will also help connect residents to the Westside and Rock Creek Regional Trail systems, as well as afford regional trail users access to this natural area. Finally, the replacement will help reduce the impact of the boardwalk on the environmentally and ecologically sensitive Willow Creek area through the use of longer lasting and more environmentally friendly construction materials.

The Willow Creek boardwalk replacement project is an excellent candidate for Local Share funding because of the project's diligent adherence to the Parks and Nature Bond values. THPRD's robust district- and project-level equity-informed engagement strategy will meaningfully engage area residents in a process that stresses partnership with residents from all walks-of-life, of all ability levels, and prioritizes the voices of those residents historically left out of planning, engagement, and development processes. Additionally, this project will help improve the Willow Creek Greenway's climate resiliency by reducing impacts on a riparian, natural area that provides valuable ecosystem services such as storm and floodwater management and native plant, tree, and wildlife habitat. Parks and Nature Bond funding is crucial to ensuring patrons may

continue using the boardwalk safely and mitigates the community impact of closing the boardwalk should THPRD need to postpone the project due to lack of funding. The project's goal is to retain public access to the greenway while minimizing impact to wildlife, riparian resources, and habitat by employing an equity-driven engagement process that identifies a preferred alignment consistent with the recently completed feasibility study.

### 3. Location

*Provide project address and/or map coordinates.*

Between NW Jeffrey Place and NW Waterhouse Avenue, Beaverton, OR 97006

### 4. Location description (up to one page, 4,000 characters)

*Briefly describe the project site or facility attributes and current ownership.*

The 17-acre greenway is a riparian area with many birds, animals, and native plant species. A boardwalk traverses the greenway, providing access to natural areas for residents of the rapidly diversifying Five Oaks/Triple Creek neighborhood and visitors from across the City of Beaverton and unincorporated Washington County.

This project will replace the failing eastern half of the boardwalk, a ~1000-foot section of boardwalk, with a new boardwalk ensuring a vital piece of active transportation and passive recreation infrastructure is maintained. Additionally, the low-impact design boardwalk replacement will help reduce the impact of the boardwalk on the environmentally and ecologically sensitive Willow Creek area by using longer lasting and more environmentally friendly construction materials and realigning the boardwalk outside the flood plain and natural area where possible. This project will take place on two of the ten tax lots that make up the Willow Creek Greenway. THPRD is the fee-simple owner of all ten of the Willow Creek Greenway's tax lots.

### 5. Land acquisition

*Is this a land acquisition? (Select only one)*

☐ Yes

☒ No

### 6. Land acquisition (up to one page, 4,000 characters)

*If your project is a land acquisition a) What is the status of negotiations to acquire the property? b) Describe the one- to five-year stabilization plan for the property. (If not, please answer "NA".)*

NA

### 7. Capital project timeline

*What is the anticipated date this project could be ready to commence?*

June, 2022. THPRD is ready to start this project following approval of a THPRD-Metro IGA authorizing project funding. THPRD anticipates that an IGA may be ready as soon as the third week of May, allowing THPRD's Board to decide on the IGA in June.

### 8. Capital project plans and designs

*For capital projects that are not acquisitions, upload on the next page project plan/design materials.*

☒ I uploaded it!

☐ Not applicable

## Bond purpose

### 9. Bond purpose (up to one page, 4000 characters)

*The purpose of the bond is to acquire, protect and connect fish and wildlife habitat, protect clean water and connect people to nature close to home. How does your proposed project meet the purpose of the bond?*

This project will protect clean water and connect people with nature close to home by enhancing the riparian area's stormwater and floodwater management capacity while ensuring the Greenway remains accessible. It will accomplish this by realigning the boardwalk to reduce its impact on the riparian area's flood plain and natural area. Additionally, developing an ADA-compliant boardwalk ensures that users of all ability levels can connect with nature close to home. This project will also connect people with nature by ensuring continued access to the Willow Creek Greenway. If the boardwalk is not replaced, access to the eastern half of Greenway would likely be discontinued as the existing boardwalk is at the end of its useful life and requires frequent maintenance to ensure it is safe to use. Finally, demonstrated by the answers to the following questions, the outcomes described above are consistent with many of the other bond measure principles including: advancing racial equity through bond investments; protecting clean water for people, fish, and wildlife; taking care of what we have; and, making parks more accessible and inclusive.

## Local share investment categories (Section 6 of Handbook)

### 10. Local share investment categories



*In which bond-eligible local share capital investment category(ies) does this project fit?*

- ☐ Natural area or park land acquisition
- ☐ Fish and wildlife habitat restoration and/or habitat connectivity
- ☒ Maintaining or developing public access facilities at public parks and natural areas
- ☐ Design and construction of local or regional trails
- ☐ Enhanced or new learning/environmental educational facilities

#### **11. Local share investment categories (up to one page, 4,000 characters)**

*Describe how this project addresses the category(ies) you checked.*

This project will replace the existing eastern portion of the boardwalk, ensuring continued access to the riparian and natural area for local residents and regional visitors. The current boardwalk is at the end of its useful life and requires extensive, regular repairs to remain open. The new boardwalk will remedy this by being ADA-compliant and by using durable, sustainable, and low-maintenance materials, ensuring patrons continue to have the opportunity to visit, learn from, commune with, and find solace in nature.

As a portion of Willow Creek Community Trail segment #5, this boardwalk will retain and upgrade the trail's terminus to comply with THPRD and ADA design standards. Retention of Willow Creek Trail's terminus is critical, as the remaining segments of the trail are not yet constructed, and losing a key connection point along the only segment of existing trail would set the development of the Willow Creek Community Trail back substantially. Replacing this segment of boardwalk also retains a key connection to the Waterhouse Community Trail system, which connects to the Westside and Rock Creek Regional Trail networks as well as employment, educational, cultural, commercial, and mass transit hubs across Beaverton.

Replacement will help Five Oaks Middle School students living along the eastern half of the Greenway access their school via a path connecting to the Greenway's western boardwalk. Due to the presence of Willow Creek and surrounding topography, the Greenway forms a natural barrier separating Five Oaks/Triple Creek neighborhood students from their local Middle School. The boardwalk connects students to Five Oaks Middle by providing a more direct route to school, increasing the number of students who can walk to school, and reducing the likelihood that students will choose to walk along more heavily trafficked streets, such as NW 173rd Ave.

Additionally, this project will benefit sensitive riparian habitat along the Willow Creek Greenway corridor by realigning the existing boardwalk outside the flood plain and natural area where possible, reducing impact on the riparian area and the wildlife that depend upon it. Finally, low-impact design methods will further reduce the boardwalk's impact on the natural area.

### **Local share criteria (Section 7.2 of Handbook)**

#### **12. Local share criteria**

*All projects funded through the local share program must meet at least one of the local share program criteria listed below.*

*Which local share criteria does your project satisfy?*

- ☒ Improves critical capital infrastructure to ensure that parks are safe and welcoming.
- ☒ Improves accessibility and inclusiveness of developed parks.
- ☐ Provides culturally responsive public improvements as identified by greater Portland's Indigenous community and/or communities of color.
- ☒ Improves the visitor experience by investing in new or existing park amenities.
- ☐ Improves access to nature for local communities identified as "nature-deficient".
- ☒ Improves the efficiency and effectiveness of operations and maintenance of developed parks.
- ☐ Provides new or expanded access to nature, particularly in proximity to neighborhood centers, corridors or transit.
- ☒ Improves access to water with scenic and/or recreational opportunities.
- ☐ Acquires land that could provide future access to nature for people, scenic views, and community gathering spaces.
- ☒ Protects and improves water quality and quantity, with an emphasis on headwaters, wetlands, floodplains, riparian areas.

#### **13. Local share criteria (up to one page, 4,000 characters)**

*Describe how the project will satisfy the selected local share criteria.*

The boardwalk replacement satisfies a variety of Local Share program criteria. First, equity-informed engagement with diverse stakeholders will make the boardwalk safer and more welcoming by prioritizing traditionally under-represented voices and ADA-compliant design throughout the project's concept planning phase. These important characteristics will be woven into the fabric of the project, ensuring the boardwalk creates a safe and welcoming atmosphere for BIPOC community members while improving access to nature and visitor experience for all people.

Second, THPRD's equity-informed engagement strategy will ensure the boardwalk is accessible with ADA-compliant designs

and by making thoughtful neighborhood connections. Staff will work with community members to generate inclusive designs for this boardwalk by considering resting places, viewing areas, and ways to recognize the local BIPOC community's history and contributions. This will help ensure the new boardwalk is safer and welcoming for BIPOC community members while improving access to nature and visitor experiences for all.

Third, this project is culturally responsive because it addresses the Accessible and Safe and Preserving Natural Spaces goal areas within THPRD's 2020 Vision Action Plan. Backed by the Vision Action Plan's engagement with diverse and traditionally underserved communities that resulted in over 10,000 people reached and over 12,000 ideas collected, the Willow Creek Boardwalk Replacement project targets universally desired principles expressed by our patrons. This engagement helped build public support for the boardwalk replacement project and will lay the groundwork for improved visitor experiences within the Willow Creek Greenway.

Fourth, through inclusive, accessible, and low-impact design, the boardwalk replacement will improve the Willow Creek Greenway visitor experience by providing a non-slip surface with gently sloping ramps that all users are able to traverse with ease.

Fifth, designing the boardwalk using these principles also helps ensure the boardwalk is effective and efficient to operate and maintain. By using durable, sustainable, and long-lasting materials, THPRD will ensure that the new boardwalk will stand the test of time while drastically reducing the maintenance required to keep the boardwalk operational year-round.

Sixth, boardwalk replacement also retains access to the Greenway for local residents, businesses, students of Five Oaks Middle School, and visitors arriving via the Waterhouse Trail. Additionally, Greenway access will be expanded for people living with disabilities, elderly and youth populations previously unable to navigate the trail, and those who will use the trail as a viable commuter route. The boardwalk is also near dense residential neighborhoods and office parks and active commercial areas near US-26 and the SW 158th & Walker Road intersection. This places the boardwalk within easy walking distance to TriMet bus route 67 and, via the Waterhouse Trail, the Merlo Rd - SW 158th Ave MAX stop.

Seventh, this project will also improve access to the scenic Willow Creek natural area by expanding the variety of people able to use the boardwalk. This generates new opportunities for visitors to learn about the Greenway's ecological value, its wildlife, and experience the physiological benefits of being in natural spaces, thereby deepening their connection with this unique natural area. Expanding access to the boardwalk also allows nearby residents to access nature close to home.

Finally, the boardwalk will protect the sensitive ecological functions of the Willow Creek by realigning the boardwalk further from the flood plain and natural area where possible, using low-impact design principles, and sustainable materials. These techniques will help preserve or enhance important ecosystem services and stormwater management functions of Willow Creek, helping improve climate resiliency within a highly develop

## **Climate resilience (Section 7.1 of the Handbook and climate resilience criteria guidance document)**

### **14. Climate resilience**

*Every project funded by the bond must satisfy at least one of the following climate resilience criteria. Please select which criteria your project satisfies.*

- ☐ Protect, connect and restore habitat to support strong populations of native plants, fish and wildlife that can adapt to a changing climate.
- ☒ Protect and restore floodplains, headwaters, streams and wetlands to increase their capacity to handle stormwater to protect vulnerable communities from flooding.
- ☐ Increase tree canopy in developed areas to reduce heat island effects.
- ☒ Use low-impact development practices and green infrastructure in project design and development.
- ☐ Invest in segments of the regional trail system to expand active transportation opportunities for commuting, recreation and other travel

### **15. Climate resilience (up to one page, 4,000 characters)**

*Provide a brief narrative describing how this project will satisfy the selected criteria, who will benefit and how it will make your community more resilient to the effects of climate change.*

The Willow Creek Boardwalk Replacement project satisfies bond Climate Resilience criteria by protecting and restoring riparian areas affected by boardwalk realignment and by using low-impact design principles, sustainable materials, and minimizing intrusion into the flood plain.

This project helps protect the Willow Creek Greenway and restore the riparian area's ability to manage storm and floodwater. Realigning sections of the eastern boardwalk outside the flood plain will help the creek better manage storm- and flood-waters. Also, restoration in areas where the existing boardwalk is being realigned conforms with guidance found in Metro's Climate Resilience Criteria: Guidance For Metro 2019 Parks and Nature Bond Measure Implementation document. These activities will help to improve the Greenway's climate resiliency and, in turn, the climate resiliency of the growing and diversifying

Next, low-impact design principles and sustainable materials will further reduce the impact of the boardwalk on the natural area and will help maintain the Greenway's ecological value. Finally, minimizing intrusion into the riparian area and restoring areas disturbed by removal of the aging board will help protect and enhance the riparian area's storm and floodwater management capacity.

## Meaningful community engagement and racial equity (Sections 5.1 and 5.2 of the Handbook)

### 16. Meaningful community engagement and racial equity: Every project funded by the bond must satisfy community engagement and racial equity criteria below.

*In the next question, provide a narrative of the process through which this project was selected and prioritized. Please check off each of the following as you address them in the narrative:*

- ✓ When did planning and engagement take place? Is more engagement planned?
- ✓ Who is likely to use or benefit from this park, trail or natural area? Describe the demographics and location of the community for which this project is planned.
- ✓ What engagement strategies and methods did you use to connect with the community, particularly those who have been underrepresented in past public engagement processes? Describe their effectiveness and any lessons learned.
- ✓ Describe the format of the community engagement, the activities, questions posed etc.
- ✓ Report on who participated (number of community members who participated, participation of historically marginalized communities and relevant demographics).
- ✓ Summarize the feedback received. How did feedback from communities of color and other historically marginalized community members directly impact the project?
- ✓ Was this community engagement process different from processes you've used for similar projects? If you used partnerships (culturally specific, community-based, faith-based, etc.) please describe them.
- ✓ Did you report project outcomes back to the communities involved?
- ✓ How did you evaluate the engagement methods and activities? Did you solicit feedback from participants, staff or partners? What did you learn and how do you plan to incorporate this into future engagement?

### 17. Meaningful community engagement and racial equity (up to two pages, 8,000 characters)

*Provide a narrative of the process through which this project was selected and prioritized. Include the answers to the above questions.*

THPRD shares the 2019 Parks and Nature Bond values of meaningful community engagement and racial equity. Not only are these values reflected in THPRD's overarching mission, they permeate all levels of THPRD's work in partnership with the diverse communities we serve. Integral to achieving this mission is our Diversity, Equity, and Inclusion (DEI) statement, which informs how we engage and support our community in alignment with the bond's values of meaningful community engagement and racial equity. For more details on THPRD community engagement efforts, please refer to the attached THPRD Community Engagement Summary.

Initial planning for the Willow Creek Boardwalk Replacement took place during the 2020 feasibility study; however, engagement through the district's 2020 Vision Action Plan (VAP) and other planning efforts identified this project over the course of several years. VAP engagement was facilitated by the Vision Task Force - a group of THPRD community members selected for their diverse identities, life experiences, and geographic dispersion throughout the district - who engaged over 10,000 community members, soliciting over 12,500 ideas through in-person and virtual open houses, focus groups, surveys, etc. The VAP identified four Goal Areas - Welcoming and Inclusive, Play for Everyone, Accessible and Safe, and Preserving Natural Spaces - and each Goal Area identifies actions for THPRD to pursue.

The Willow Creek Boardwalk Replacement project aligns with all four VAP Goal Areas. Welcoming and Inclusive actions relevant to this project include: welcoming & inclusive spaces for people of all races, gender identity, ability, & sexual orientations; intentional engagement with diverse community groups; and, community involved & collaborative decision-making. For the Play for Everyone goal, the "multi-generational parks with features for everyone" action is particularly applicable. Under the Accessible and Safe, relevant actions include: connect trails to places where people live & work; accessible benches in parks & trails; and, parks, trails & facilities connected to transit lines. Within the Preserving Natural Spaces Goal Area, particularly applicable actions include: preserve & expand wildlife habitat & trees; more opportunities to see & experience wildlife; accessible places to rest, relax & enjoy nature; and maintain existing trails.

Benefits from this project will first-and-foremost accrue to the rapidly diversifying community surrounding the project site. These groups include residents under-18; over-60; and BIPOC communities, especially Asian and Pacific Islander and Latinx communities. Additionally, the project will benefit those with reduced access to natural areas, as well as those community members who primarily rely on active transportation to access mass transit, jobs, schools, commercial areas, and cultural gathering spaces.

THPRD will use equity-informed engagement techniques when conceptualizing and redesigning the boardwalk for construction. This engagement effort will include in-person and virtual engagement tactics; community meetings; and coordination with partner jurisdictions, Neighborhood Association Committees (NACs), Community Participation Organizations (CPOs), and community groups to ensure a diversity of voices are represented and so that diverse groups of people have forums where they feel comfortable providing feedback without the need to defend or explain the experiences and cultures informing their participation. The engagement process that will be employed for the boardwalk replacement project is not new; over years, THPRD has honed this process and uses it when studying and developing new projects across the district.

Community engagement for this project will comply with THPRD outreach policy and the district's DEI statement. Concept planning for this project has not yet commenced, so engagement format, activities, and the questions posed during those sessions will be developed as the concept planning phase progresses. Engagement activities will be tailored to the unique context of the Willow Creek Boardwalk Replacement project and the format and tactics used to engage community members will be tailored to the unique demographic composition of the Five Oaks/Triple Creek community. In the past, THPRD has determined engagement tactics and activity formats, such as language-specific outreach, in partnership with local institutions and community-based organizations. It is expected that this approach will also be employed for the Willow Creek Boardwalk Replacement project. Examples of engagement tactics that THPRD has experience with and that may be employed include in-person and virtual community meetings held in the languages commonly spoken by the community; events co-produced with area schools or community-based organizations targeting communities that are historically underrepresented in planning processes; in-person and online surveys translated into the languages commonly spoken by the community; and online media such as blog posts, infographics, and videos summarizing the project and its current status. To recognize the value of community participation and volunteerism, THPRD provides direct compensation, such as gift certificates for meals at local restaurants or passes to our recreation centers, and in-direct compensation, such as free multilingual activities, events, and programs for all ages and abilities that inspire community engagement, bring communities together, and are developed in partnership with local cultural organizations, schools, and non-profits.

Similarly, because the project has yet to enter the concept planning phase, THPRD does not have project-specific data on who participated, or the feedback received. THPRD will look to the VAP's process, detailed in the attached Community Engagement Summary, when tracking engagement participation, feedback, reporting, and evaluation methods and will take great care to diligently track these metrics throughout project implementation. Additionally, THPRD will track metrics that indicate whether THPRD is effectively engaging historically underrepresented communities, such as how many event attendees request an interpreter and/or how attendees heard about engagement events or surveys.

With respect to evaluation, THPRD's staff diligently review the efficacy of engagement methods through a variety of measures. Additionally, THPRD solicited feedback on engagement from partners with our recent Baker Loop Neighborhood Park concept planning project. Quantitatively, THPRD assesses attendance at engagement events to measure influence on the planning process. THPRD anticipates using these evaluations methods on the Willow Creek Boardwalk Replacement project; however, we are also working to evolve our evaluation process to make sure our engagement methods are responsive to the communities we serve.

Tailoring THPRD's engagement approach to the unique conditions of this project and community is paramount. To that end, we are continually assessing how we can improve our outreach and engagement methods to ensure that engagement is inclusive and representative of the communities where our projects are located. As this project progresses, we will provide regular updates on project progress and outcomes at project engagement events, CPO and NAC meetings, and through the project's online webpage and THPRD newsletters.

#### **18. Engagement plan**

*If an engagement plan was developed for this project, upload it on the next page.*

☐ I uploaded it!

☒ Not applicable

### **Equity in contracting and workforce diversity (Section 5.1.2 of the Handbook and Contract and Workforce Equity memo)**

**19. Bond-funded projects must seek to achieve aspirational goals for workforce diversity and use of COBID contractors; work to reduce barriers to achieving these goals; and demonstrate accountability by tracking outcomes and reporting impacts.**

*Please address this in brief narratives that answer the following two questions:*

☒ I got it!

#### **20. Contractor equity (up to one page, 4,000 characters)**

*Describe your agency's current policies or practices to support expansion of equity in contracting. How will you implement them on this project? If none, what strategies will you employ to attract COBID contractors?*

THPRD supports the expansion of equity in contracting in various ways. First, sections 5.18-.20 of THPRD's District Compiled Policies (DCPs) discuss THPRD's commitment to and guidance for including, considering, and prioritizing equity and sustainability in contracting and procurement. These policies include guidance for ensuring Minority, Women, Small Emerging, and Service-Disabled Veteran-owned Businesses (MWESB-SDV), particularly those with MWESB-SDV and COBID certifications, are made aware of THPRD projects and prioritized during bid and proposal review. To implement this at the project level, THPRD procurement staff encourage MWESB businesses to bid on district procurements and staff are required to solicit at least three bids from MWESB-SDV or COBID-certified businesses for projects under \$100,000.

In addition to the above policies, THPRD is also working toward equity in contracting in other ways. First, the district recently launched a self-defined business program. As an initial step toward COBID certification, the program allows businesses that have not yet received COBID recognition but meet MWESB-SDV certification criteria to qualify for work with THPRD as if they were COBID-certified. Through this program, THPRD supports businesses seeking COBID certification by raising awareness and providing information on the certification process.

Second, THPRD is taking steps to build relationships with MWESB-SDV and COBID-certified business and contracting networks. THPRD's Procurement Administrator has joined the Oregon Association of Minority Entrepreneurs (OAME) and will be attending monthly OAME meetings.

Finally, THPRD Procurement and Design & Development staff are collaborating to identify strategies to further THPRD's success in working with minority contractors – including direct outreach to contractors identified as having qualifications that align with active Request for Bids (RFBs) and Requests for Proposals (RFPs) and outreach to collect feedback on procurements after they close.

## **21. Workforce equity goals (up to one page, 4,000 characters)**

*What policies does your agency currently follow to support diversifying the construction industry workforce and how will you apply these policies to your project?*

The policies and procedures described in response to question 20 that are in place to ensure greater equity in contracting will also support diversifying the construction industry workforce.

In addition to these policies and procedures, THPRD will audit bidders to understand what proportion of their companies are women- and/or minority-owned and what proportion of the firm's subcontractor network is MWESB-SDV or COBID-certified.

Also, our Design & Development department - which manages our large construction projects - is working to build relationships with MWESB-SDV, COBID, and self-defined businesses by offering technical support and seeking feedback from these firms after procurements close.

Finally, THPRD is tracking the rollout of Metro's Construction Career Pathways program framework and supports Metro's effort to train a diverse regional workforce.

## **22. Workforce equity tiers**

*If you are a park provider with a local share allocation of \$400,000 or more, please identify the category that applies to the estimated capital construction cost of your project. Select 'Not applicable' if your project is a land acquisition:*

- ☒ Tier 1 \$200,000 - \$2,000,000 • Workforce diversity tracking using certified payroll.
- ☐ Tier 2 \$2,000,000 - \$4,999,999 • Workforce diversity tracking using certified payroll • Prime and subcontractor work toward diversity goals • Include anti-harassment/culture change programming
- ☐ Tier 3 >\$5,000,000 • Workforce diversity tracking using certified payroll • Prime and subcontractor work toward diversity goals • Anti-harassment/culture change programming • Consider regional workforce agreement
- ☐ Not applicable

## **23. Workforce equity tiers (up to one page, 4,000 characters)**

*Please describe how your agency will implement the workforce equity elements associated with the tier you checked. Metro staff will work with you directly to rightsize contract and workforce equity goals for your project/set of projects.*

By project cost, the Willow Creek Boardwalk Replacement project qualifies as a Tier 1 project. THPRD will require contracts to use certified payroll to track employment diversity by race, ethnicity, and gender.

## **Avoiding gentrification and displacement (Section 5.2 of the Handbook)**

### **24. Avoiding gentrification and displacement**

*Projects funded by the bond must employ strategies to prevent or mitigate displacement or gentrification that result from bond investments.*

- ☒ I got it!

### **25. Demographics (up to one page, 4,000 characters)**

*What are the demographics (e.g. proportion of low income, people of color, and/or communities with limited English proficiency) of the population in the immediate vicinity of your project?*

Between 2010 and 2019, communities within 1/2-mile of Willow Creek Greenway walkable service area (service area) have experienced significant change. The population of the service area has increased by 11.2%, with over-60 patrons increasing most rapidly (+35.2%). Despite over-60 populations having grown, the service area has seen a reduction in under-5 (-1.4%) populations. Overall, the trend suggests the population of the service area is aging, which is supported by a 1.2% increase in the median age between 2010 and 2019.

The Willow Creek service area is also rapidly diversifying with significant growth in BIPOC communities. According to 2019 American Community Survey (ACS) data, the three-largest racial and ethnic groups within the area were: 1) white people (66.4%); 2) Asian peoples (21.7%); and 3) Hispanic/Latinx peoples (11.8%). Of racial and ethnic groups comprising more than 1% of the service area's population, all groups experienced substantial growth except for people identifying as One Other Race. Between 2010 and 2019, those racial and ethnic groups that grew most rapidly were those people identifying as Two or More Races (+25.3%), African American people (+25.1%), Hispanic/Latinx peoples (+23.9%), and Asian peoples (+20.7%).

Income-wise, ACS data shows there is a growing income inequality within the Willow Creek service area. 2019 ACS data also shows sharp increases in median household incomes (+16.3%) and the number of people living below the poverty level (+14.1%) since 2010. The service area has also experienced modest growth in average household sizes, increasing from 2.49 to 2.56 persons per household on average (+3.0%). Finally, the service area has a significant number of people who identify as living with a disability (7.4%).

Demographically, patrons within the Willow Creek service area are different from those living within THPRD's district-wide service area. Despite aging trends within the Willow Creek service area, the service area's median age (34.4 years) is considerably less (-9.7%) than the district-wide median age (38.1 years). With respect to race, the service area has a larger (+7.8%) Asian population (21.7%) than the district (13.9%) and has fewer white people (-7.2%) than the district at-large. Linguistically, the service area has more people who speak Asian and Pacific Islander languages (4.0% above the district median) and Indo-European languages (3.4% above the district median) at home. Additionally, it should be noted that the service area contains census tracts with some of the highest rates of people who speak Asian and Pacific Island languages (service-area high 25.2% vs district high 28.3%) and Indo-European languages (service-area high 12.1% vs district high 14.0%) at home.

## **26. Anti-displacement strategies (up to one page, 4,000 characters)**

*What anti-displacement strategies does your agency employ/will you consider to mitigate any negative impacts of your project on these at-risk communities?*

THPRD has taken steps to ensure park, trail, natural area, and athletic facility investments are sited equitably and remain accessible to the racially and ethnically diverse areas they serve by:

- Reducing costs for traditionally under-resourced communities to gather in parks and use district facilities through grants, financial aid, and cultural inclusion programs;
- Using equity-informed, community-based engagement that empowers communities to co-produce concept plans for new THPRD amenities, like the future Baker Loop Park;
- Centering the cultures and histories of traditionally under-represented groups through dialog and collaborative research through projects like the district's new community-informed Park Naming process;
- Employing staff that maintain and deepen partnerships with community-based organizations and local schools so that THPRD can effectively engage with communities surrounding district projects;
- Collaborating with partner jurisdictions to promote holistic neighborhood stabilization strategies and policy through partnerships like the ongoing THPRD-Beaverton Downtown Parks and Open Space Framework plan project and the People, Parks, and Power: National Initiative for Green Space, Health Equity, and Racial Justice anti-displacement grant that THPRD recently applied for; and,
- Enacting forward-thinking, equity-based policies designed to center traditionally under-represented groups within district action such as the goals and actions within the 2020 Vision Action Plan and THPRD's new Diversity, Equity, and Inclusion statement.

Additionally, THPRD has adopted policies to help ensure housing is affordable for patrons of all socioeconomic backgrounds. Through our Parks (PFP) and Trails Functional Plans (TFP), THPRD is actively prioritizing and investing in park and trail developments that serve historically disadvantaged groups. Using the Trails and Park Development Prioritization Matrices, THPRD directs investment to underserved communities by prioritizing those projects being developed in Environmental Protection Agency (EPA) Environmental Justice (EJ) areas.

To ensure development fees do not diminish affordable housing production, THPRD is using System Development Charges (SDC) waivers to help encourage affordable housing development. In 2020, THPRD's board adopted a new policy that waives

100% of park SDCs for developments supplying affordable housing units for households making 30% of metro-area Median Family Income (MFI) and provides a 50% waiver of park SDCs for developments serving households between 31-60% of MFI. Additionally, this policy realigned SDCs for attached dwellings – townhomes, duplexes, triplexes, and fourplexes – with multifamily SDC rates. The district also adopted a tiered approach for single-family housing. Realigning SDCs for attached dwellings and tiering single-family SDCs are intended to encourage additional development of “missing middle” housing. Finally, the district minimized SDCs for Accessory Dwelling Units by adopting the lowest defensible occupancy rate.

THPRD’s updated SDC policy targets crucially needed “missing middle” housing types that are traditionally more affordable than large, detached single-family homes and promote walkable communities with locally serving retail options and comprehensive public transportation coverage. Additionally, this policy helps address regional housing affordability issues by lowering the cost to develop affordable housing, making affordable housing units more attractive to develop and contributing to the regional supply. This effort acknowledges that access to quality housing in desirable locations is part of the solution needed to dismantle structures perpetuating systemic racism.

## Technical assistance (Section 11 of the Handbook)

### 27. Technical assistance (up to one page, 4,000 characters)

*What technical support do you anticipate you might need to successfully meet bond requirements?*

THPRD would appreciate Metro’s guidance on best practices for strategies to mitigate gentrification and displacement for non-permitting agencies, including new ways THPRD might coordinate with jurisdictional partners in pursuit of this goal. Next, working with Metro staff to establish clear reporting expectations including deliverables review and feedback timelines as well as ZoomGrants support.

## Budget [top](#)

Budget	Local Share funds requested	Leveraged funds	Total Program Budget (Calculated)
Design/Architecture/Engineering	\$ 282,728.00		\$ 282,728.00
Permitting	\$ 130,000.00		\$ 130,000.00
Construction (including materials, equipment, 3rd party labor, etc)	\$ 923,748.00		\$ 923,748.00
Land Acquisition Costs			\$ 0.00
Costs associated with land acquisition (including appraisals, due diligence, surveying, etc)			\$ 0.00
“Capped Capital Costs” limited to 10% (local share provider staff time, overhead and indirect costs as defined by the IGA)	\$ 120,000.00		\$ 120,000.00
Contingency	\$ 257,024.00		\$ 257,024.00
Other (if needed, please provide other budget category descriptions below and details in the budget narrative)			\$ 0.00
2020 Willow Creek Boardwalk Alignment and Replacement Feasibility Study		\$ 63,779.30	\$ 63,779.30
<b>Total</b>	<b>\$ 1,713,500.00</b>	<b>\$ 63,779.30</b>	<b>\$ 1,777,279.30</b>

## Budget Narrative

The construction and soft costs budgets were developed by AKS Engineering and Forestry based on a feasibility study to identify possible new boardwalk alignment options and costs for developing those options. Other budgetary categories were estimated by THPRD’s Design & Development staff and are based on historical, inflation-adjusted costs from applicable projects. As an expert in studying and developing parks, trails, and natural areas; THPRD has a high degree of confidence in its budgeting. Despite this confidence, current market and construction materials pricing volatility means that THPRD must recognize the possibility that budgeted costs may change over time.

Local Share Bond funds are leveraged by the funds invested in the 2020 Willow Creek Boardwalk Alignment and Replacement Feasibility study that identified project costs and potential alignments that have a chance of being approved by the Army Corp of Engineers and other applicable permitting agencies. Additionally, the momentum created by funding the replacement of the Greenway’s eastern-section of boardwalk would position THPRD well to secure the future funds needed to replace the remaining western-section of boardwalk, estimated to cost between \$1.75-2.15 million, through grants and other opportunities.

## Scope and Outcomes [top](#)

## Scope of work (See section 9 in Handbook)

#	Schedule	Specific tasks	Responsible party
1.	4 months (6/22 - 9/22)	Procure design consultant	THPRD
2.	1 months (10/22)	Project kick off	THPRD
3.	2 months (11/22 - 12/22)	Site inventory and analysis	Consultant
4.	9 months (1/23 - 9/23)	Concept plan/Public engagement	THPRD/Consultant
5.	10 months (10/23 - 7/24)	Design development/ Land use/CORPS	Consultant
6.	8 months (8/24 - 3/25)	Construction documentation	Consultant
7.	3 months (4/25 - 6/25) 6 months (7/25 - 12/25)	Permitting Seasonal Delay - Wet Weather Season	Consultant
8.	5 months (1/26 – 5/26)	Construction bidding/ Contract set up	THPRD
9.	5 months (6/26 – 10/26) 3 months (11/26 - 1/27)	Construction Project close out	THPRD/Consultant THPRD

## Tracking outcomes

#	GOALS	OUTCOMES	DATA COLLECTION METHOD
1. Overall	<p>THPRD will measure the success of this project according to its alignment with the goals of the 2020 Vision Action Plan (VAP), 2016 Trails Functional Plan (TFP), and ADA Transition Plan. THPRD will incorporate VAP goal areas and actions into the project as design themes and ensure compliance with 2016 TFP and ADA design criteria.</p> <p>Additionally, we will track public engagement, community feedback, costs, timeline, alignment with existing priorities, and alignment with tracking and reporting outcomes identified in the IGA.</p>	Compliance with VAP themes and TFP & ADA design criteria	THPRD will measure compliance by assessing the project's fulfillment of VAP themes and TFP & ADA design criteria at each project stage
2. Selected local share criteria	<p>Alignment with Local Share Program Criteria.</p> <p>THPRD will work with consultants and contractors to ensure the project meets Local Share program criteria throughout the project. Design &amp; Development staff will work with consultants to incorporate Local Share criteria into the project as themes. These themes will then be audited at the beginning and end of each project phase to help ensure that these criteria remain central to the project as it moves forward.</p>	Meet as many Local Share Program criteria as possible with a minimum of one.	Themes will then be audited at the beginning and end of each project phase to help ensure that these criteria remain central to the project as it moves forward.
3. Meaningful engagement	<p>Alignment with Community Engagement and Racial Equity Criteria.</p> <p>Project-specific community engagement will be designed based on THPRD's community engagement policy and the meaningful engagement criteria of the bond. THPRD staff will work with Metro to identify specific goals and outcomes for engagement that will be identified in the IGA.</p> <p>Progress will be reported back to the community at each phase of the project through engagement summaries; reports to the board of directors, Neighborhood Association Committee, and</p>	Meet all Community Engagement and Racial Equity bond criteria.	THPRD will make the Bond's meaningful engagement criteria required themes of project engagement and design and will audit fulfillment of these themes at the end of each project phase to ensure they are achieved by the project.



	Community Participation Organization; updates on social media, updates on websites; and in newsletters.		
4. Climate resiliency	<p>Alignment with Climate Resiliency Criteria.</p> <p>THPRD will seek to meet as many Climate Resiliency criteria as possible. To evaluate whether the project is supporting climate resiliency, THPRD will incorporate climate resiliency criteria into the project as themes.</p>	Meet as many Climate Resiliency criteria as possible with a minimum of one.	Themes will be audited at the beginning and end of each project phase to help ensure that Climate Resiliency criteria remain central to the project as it moves forward.
5. COBID contract utilization and workforce diversity	<p>Alignment with Tier 1 of Local Share Program equity in contracting criteria.</p> <p>THPRD will track whether contracts are awarded to COBID, MWESB-SDV, or self-defined contractors. We will also evaluate the number of bids received from COBID, MWESB-SDV, or self-defined firms, and review our communication and outreach efforts.</p> <p>Should the winning bid originate from a non-certified firm, THPRD will audit the firm to ensure they meet with the Bond measure's intent by determining what portion of the company is women- and/or minority-owned and what proportion of the firm's subcontractor network is MWESB-SDV or COBID-certified.</p>	<p>- Encourage workforce diversity</p> <p>- Encourage contractors to take part in Metro's Construction Career Pathways Program</p>	Workforce diversity tracking using certified payroll
6.			
7.			
8.			
9.			
10.			

## Document Uploads [top](#)

### Documents Requested \*

If an engagement plan was developed for this project, please upload.

For capital projects that are not acquisitions, upload project plan/design materials.

If you have prepared a full project budget, please upload.

If you have prepared a detailed scope of work, please upload.

OPTIONAL: If you have additional or supplemental information that falls outside of the standard document request, please upload.

Please attach a project map

### Required? Attached Documents \*

[2016 Trails Functional Plan](#)

[Feasibility Study Presentation](#)

[Feasibility Study](#)

[2020 Vision Action Plan](#)

[THPRD Community Engagement and Racial Equity Supplement](#)

[Willow Creek Boardwalk Vicinity Map](#)

[Willow Creek Boardwalk Aerial Map](#)

[Sample Project Engagement Summary](#)



## Applicant Follow-up Questions



# MEMORANDUM

**DATE:** September 22, 2025  
**TO:** Doug Menke, General Manager  
**FROM:** Jared Isaksen, Finance Director  
**RE:** **Resolution Amending Budget for Grant Appropriation**

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## **Introduction**

The district has received the Drive Change Fund grant from Portland General Electric (PGE) to electrify our Nature Mobile, add an electric support vehicle, and add EV charging stations at the Nature Center. Staff are asking the board to approve the resolution to add the grant appropriation to the FY2025/26 budget.

## **Background**

The board adopted the FY2025/26 budget at the June 11, 2025, board meeting. This grant was received after the board adopted the budget. Oregon Budget Law provides for changes to be made to the budget after adoption with approval by the board.

## **Proposal Request**

Board of directors' consideration of approval of the attached resolution amending the FY2025/26 budget and appropriating the funds to be received from PGE for \$208,792.

## **Outcomes of Proposal**

With the adoption of the amended budget, this grant will enable the following key electrification initiatives:

- Electrification of the Nature Mobile – Transitioning the existing gas-powered vehicle to a fully electric model to support sustainable outreach and education.
- Acquisition of an Electric Support Vehicle – Adding a new electric vehicle to the fleet to enhance operational efficiency and reduce emissions for nature programming and events.
- Installation of EV Charging Stations at the Nature Center – Providing essential infrastructure for staff and the public to support current and future electric vehicles.

This amendment formally authorizes the use of grant funds to implement these initiatives, aligning with broader sustainability and climate action goals.

## **Action Requested**

Board of directors' approval of Resolution 2025-15 amending the FY2025/26 budget and appropriating grant funds in the amount of \$208,792.

## RESOLUTION NO. 2025-15

### TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

#### A RESOLUTION AUTHORIZING ACCEPTANCE OF AN EXPENDITURE OF A CERTAIN GRANT WITHIN THE GENERAL FUND

**WHEREAS**, the Tualatin Hills Park & Recreation Board of Directors is authorized to accept grants for a specific purpose and expend said funds, as provided by ORS 294.338, and

**WHEREAS**, the Board of Directors has ascertained that this grant has been received after adoption of the 2025-26 budget, and that it is necessary to make appropriations pursuant to ORS 294.338(2) and OAR 150-294.326(2), as indicated below and the following object classification amounts are within the **GENERAL FUND** and such shall be set forth in the 2025-26 budget.

Board of Directors	\$	-
Administration	\$	-
Park Services	\$	-
Recreation Services	\$	-
Capital Outlay	\$	\$208,792
<b>TOTAL</b>	\$	\$208,792
<b>APPROPRIATIONS</b>		

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TUALATIN HILLS PARK & RECREATION DISTRICT IN BEAVERTON, OREGON, AS FOLLOWS:**

Section 1: The Board of Directors approves acceptance of an expenditure of a Portland General Electric (PGE) grant within the general fund for the purposes indicated.

Section 2: This resolution shall be effective following its adoption by the Board of Directors.

Approved by the Tualatin Hills Park & Recreation District Board of Directors on the 8<sup>th</sup> day of October, 2025.

\_\_\_\_\_  
Alfredo Moreno, President

ATTEST:

\_\_\_\_\_  
Miles Palacios, Secretary

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



# MEMORANDUM

**DATE:** September 24, 2025  
**TO:** Doug Menke, General Manager  
**FROM:** Aisha Panas, Deputy General Manager  
**RE** **Strategic Plan Annual Report**

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## **Introduction**

The 2023 Strategic Plan (SP) consists of a set of goals selected from the district's Comprehensive Plan (CP) to be accomplished between 2023 and 2028. Staff will present an annual report (Attachment 1) on SP-related accomplishments from the 2024-25 fiscal year. The plan has been provided as Attachment 2 to this memo.

## **Background**

A comp plan is a high-level policy document that helps jurisdictions operationalize their community's vision and address complex issues over a longer period, usually 20 years. The board adopted the district's current CP in February 2023.

The SP provides high-level direction to staff and a clear vision to interested parties about where staff will focus over the next five years. Here are some highlights from the annual report:

- **Welcoming and Inclusive.** Builds community, minimizes or eliminates barriers to participation, expands staff capacity, and forms partnerships with a focus on serving the community.
  - Development of an Equity Strategy, which will guide DEIAB (Diversity, Equity, Inclusion, Access, Belonging) initiatives, is underway.
- **Play for Everyone.** Reflects all the ways people play and participate in programs and activities.
  - Registrations and program offerings continued to grow, as did partnerships with a diverse array of organizations.
- **Accessible and Safe.** Represents maintenance of facilities and equipment so the whole community can safely access all that THPRD offers.
  - The update of four functional plans was started and a new Facilities Functional Plan was drafted.
- **Environmental Stewardship.** Describes the district's approach to caring for natural areas, trails, and sustainable operations.
  - Climate Action Plan activities to reduce energy usage were implemented at four facilities.
- **Diversity, Equity, Inclusion, Access, and Belonging.** Ensures the district is prepared to foster a welcoming and equitable workplace and creates inclusive public planning processes.
  - The support of staff affinity groups was a focus, as was the development of a part-time staff classification and compensation study.

- Technology and Innovation. Prioritizes using technology to streamline processes and enable the district to better engage the community.
  - The update to THPRD's website and intranet is well underway and is expected to have a soft launch in late 2025.
- Financial Sustainability. Highlights how financial sustainability allows THPRD to continue offering high-quality programs and services.
  - Staff completed cost recovery training and a new resource allocation model.

**Action Requested**

No formal board action is being requested. Staff are providing information for the board's consideration in preparation for its annual planning retreat.



# Tualatin Hills Park & Recreation District

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# STRATEGIC PLAN ANNUAL REPORT



**2024-25 Fiscal Year**

# Executive Summary

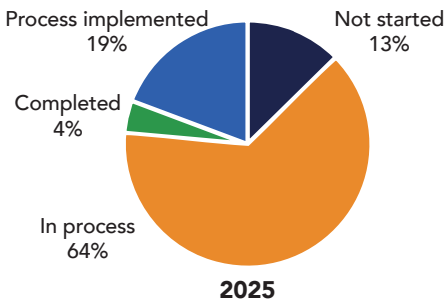
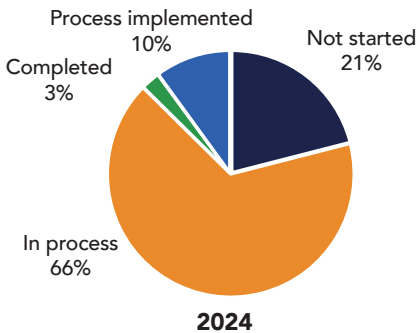
The 2023 Strategic Plan outlines how THPRD will implement the vision laid out in the 2023 Comprehensive Plan (comp plan). This report summarizes work on the comp plan’s seven goal areas that occurred during the 2024-25 fiscal year.

-  **Welcoming and Inclusive.** Builds community, minimizes or eliminates barriers to participation, expands staff capacity, and forms partnerships with a focus on serving the community.
-  **Play for Everyone.** Reflects all the ways people play and participate in programs and activities.
-  **Accessible and Safe.** Represents maintenance of facilities and equipment so the whole community can safely access all that THPRD offers.
-  **Environmental Stewardship.** Describes the district’s approach to caring for natural areas, trails, and sustainable operations.
-  **Diversity, Equity, Inclusion, Access, and Belonging.** Ensures the district is prepared to foster a welcoming and equitable workplace and creates inclusive public planning processes.
-  **Technology and Innovation.** Prioritizes using technology to streamline processes and enable the district to better engage the community.
-  **Financial Sustainability.** Highlight how financial sustainability allows THPRD to continue offering high-quality programs and services.

Each reporting area shows a combination of narrative updates along with pie charts that show quantitative progress relating to the status of milestones and activities which are classified as:

- **Process implemented:** Staff have implemented these items which are now ongoing processes or programs.
- **Complete:** The milestone or activity has been carried out.
- **In progress:** These activities have begun.
- **Not started:** Items scheduled for future years or where resources may not yet exist.

Below is a pie chart showing the year-over-year status of plan activities



Status	Totals
Not started	15
In progress	76
Complete	5
Process implemented	23
Total	119

Staff have made considerable progress on the plan this year. In the pages that follow, you’ll see more projects have started and an increased number of processes have been implemented.

Sincerely,



Doug Menke  
General Manager





# Welcoming and Inclusive

**Vision Goal:**

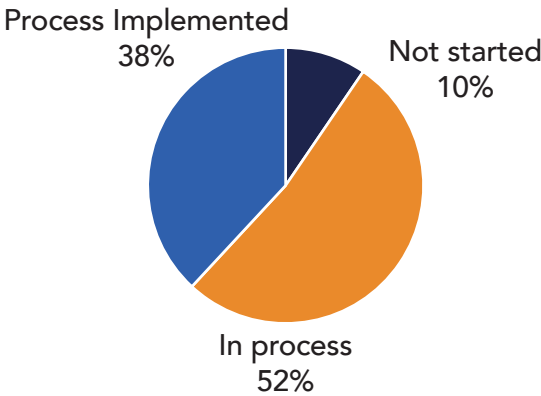
*Combines a range of ideas centered on building community, expanding the role of THPRD in people’s lives, minimizing or eliminating barriers to participation in THPRD’s services, expanding staff capacity, and building partnerships and community relations.*

**Summary:**

THPRD is developing its first Districtwide Equity Strategy to guide ongoing and upcoming DEIAB (Diversity, Equity, Inclusion, Access, and Belonging) initiatives in a thoughtful, respectful, and adaptive way. The strategy, shaped through collaboration with staff, divisions, work teams, and community partners, will align districtwide efforts, proactively respond to community needs, and ensure resources are allocated intentionally. The strategy will inform an Equity & Inclusion Plan and Evaluation Process or an Equity Lens Toolkit next year.

Community partnerships were strengthened through collaborations with culturally specific organizations and underrepresented groups including Lutheran Community Services Northwest, Arabic House, Family Promise, Adelante Mujeres, Unite Oregon, Cameroonian Women’s Group, Westside Queer Resource Center, Oregon Chinese Coalition, RISE, Cool Islam, and others.

Staff expanded bilingual and multicultural outreach by collaborating with Afghan Support Network (Job & Resource Fair), Beaverton Resource Center (Summer Virtual Resource Fair), and IRCO’s Great Middle East Center (2025 Gathering), amongst other culturally specific events. Staff promoted THPRD programs in English, Spanish, Arabic, Pashto, and Dari at district and partner events. Staff started a new partnership with the Beaverton School District to partner on charity drives to support BSD families in need.



**Highlights:**

**Centro de Bienvenida**



Piloted Centro de Bienvenida at schools in partnership with Beaverton School District Title I school liaisons. Outreach was focused on Title I schools, and specialized programs such as Migrant Education and McKenny-Vento Programs, as community hubs to increase access to financial aid and registration support.

**Language Access**



Language access implementation is currently underway with the intent to ensure all members of the community can fully participate in THPRD programs, services, and events, regardless of the language they speak. It includes providing translation of all vital documents, having interpretation procedures in place, and bilingual staff (English and Spanish) so that everyone has clear and equitable access to information and opportunities.

**Outreach**



In FY 2024–2025, staff attended 127 events and connected with 7,144 community members, promoting THPRD’s financial aid program, inclusion services, and THPRD resources and information.

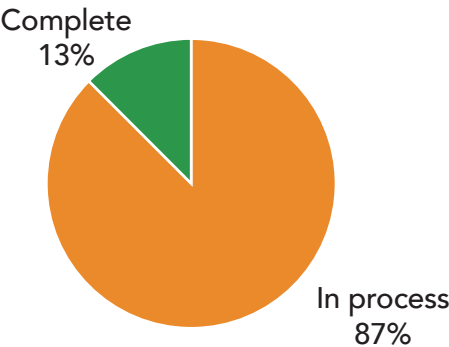




# Play for Everyone

**Vision Goal:**

*Reflects all the ways people (and their pets) want to play, move, and interact with THPRD, including participation in classes, activities, exercise, and sports; play in creative parks and playgrounds with imaginative new features throughout the year.*



**Summary:**

2025 was a year of growth for Play for Everyone. Summer programs showed a 30% year over year increase in offerings, a four percent increase in registration, and an eight percent increase in summer drop in participation. Aquatic camp options returned to four sites in summer 2025, adding notable variety to THPRD offerings.

Partnerships helped serve the community via a Fitness Team partnership with the Virginia Garcia Beaverton Wellness Center as well as Down Syndrome Oregon utilizing the Harman Swim Center on a weekly basis. Other unique offerings included a Women’s Wellness Fair, an Adaptive Rec Mobile program, multigenerational nature programs, and an overnight camping experience catering to the Black community. Camp Rivendale celebrated its fourth decade with a highly successful 9-week summer season in 2025, welcoming 178 campers. Each week, campers participated in engaging programming that included nature-based activities, arts and crafts, group games and more!

The Recreation Division is focused on reviewing current key performance indicators. Updating them using quantifiable metrics will measure progress related to program assessments.

**Highlights:**

**Abbey Creek Park Upgrades**



A new teen zone and multiple shade structures at Abbey Creek Park show how staff are supporting accessible multiuse spaces and inclusive play options.

**Mountain View Champions Park Sport Court**



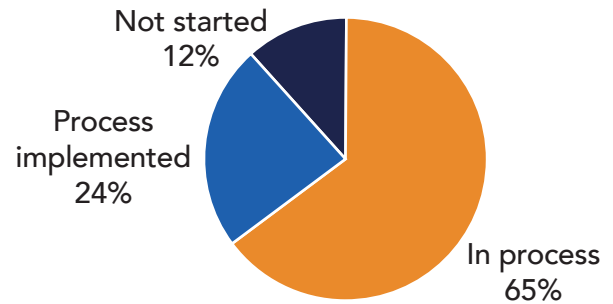
A new sport court at Mountain View Champions Park offers futsal and pickleball and is ADA accessible with wide paved pathways with soft angle turns, soft slopes, and no steps.



## Accessible and Safe

### Vision Goal:

*Represents themes related to the overall maintenance of facilities and equipment and the ability of all THPRD residents to access their THPRD amenities safely. It also includes recommendations for ways to make facilities and programming more enjoyable and financially accessible for everyone.*



### Summary:

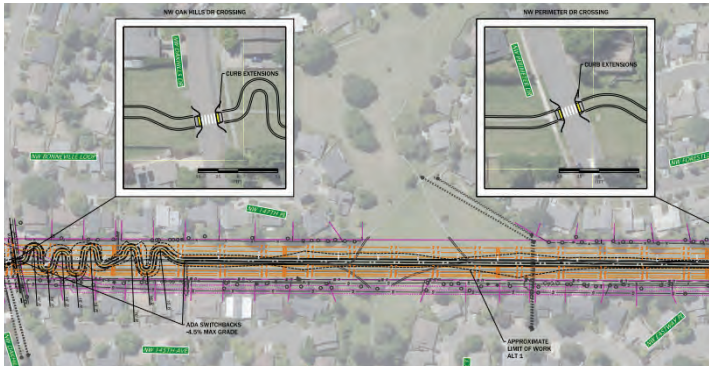
A core function of the Maintenance Operations, Facilities, and Nature & Trails workgroups is to keep parks, facilities, trails, and natural areas safe and available to the community, hence a large portion of time and resources are allocated to core maintenance, repairs, and cleaning each year. To increase efficiencies, the Nature & Trails team was brought under the supervision of the Maintenance Operations department in FY 2025.

To guide the work of all operations staff, the update for five functional plans started (Parks, Trails, Natural Resources, Outdoor Athletics, and Facilities). The Facilities Functional Plan is new and provides critical information about 20 high-use facilities such as Garden Home Recreation Center and Harman Swim Center. The plan identified desired future conditions at recreation facilities and did a systems evaluation of existing infrastructure, which quantifies and prioritizes investments needed to maintain or improve facilities.

The results of the Facilities Functional Plan coupled with an existing backlog of park, trail, and facility maintenance highlighted the need for new approaches to funding core amenities. This led staff to begin actively planning for a potential renewal of the district's 2008 bond for possible consideration by voters in May 2026.

### Highlights:

#### Westside Trail Planning



Westside Trail Segments 14 to 18: Staff have completed a draft of initial trail alignment options to link trail users from SW Walker Road to NW Kaiser Road. A refined version of the trail alignment will be shared with the public for comment by the end of 2025.

#### New Building Purchase



Using proceeds from the sale of the Fanno Creek Service Center, staff purchased a new building to serve as a combined administration and operations center, directly adjacent to the Howard M. Terpenning Recreation Complex. These transactions will enable the district to take a major step into the future by allowing us to combine staff working at the HMT complex and Fanno Creek Service Center, and to have significantly more space to grow over time. Moving out of the current administration office will allow for a future recreation programming space.

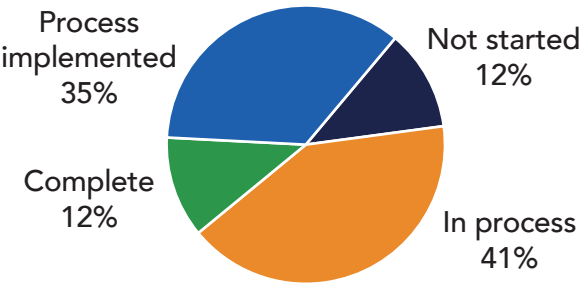




# Environmental Stewardship

**Vision Goal:**

*Includes community ideas that envision opportunities for people to be in and enjoy nature. It is also representative of comments on trails – for recreation, travel, interaction with animals, and regional connection – preserving our shared natural spaces and educational opportunities in nature.*



**Summary:**

Nature & Trails staff’s stewardship of natural areas continued with a variety of access and habitat preservation activities. Aquatic turtle surveys tracked population health and distribution, Ponderosa pines were thinned to promote resiliency at Cooper Mountain Nature Park, and an update of the district’s wildfire management strategy provided opportunities to protect people, structures, and habitat. Soft-surface trail improvements took place at Hyland Woods and Peterkort Woods.

The Nature Center hosted a bilingual open house for Latino Conservation Week and continued with a monthly bilingual program. It offered additional new programming for diverse audiences such as parent-toddler camp and family camps.

Activities to support the Climate Action Plan included upgraded LED lighting at Conestoga Recreation & Aquatic Center, Aloha Swim Center, HMT Recreation Complex, and Nature Center which is expected to use up to 40% less energy than previous bulbs. Staff investigated solar panel installation at two locations and have applied for grants to fund engineering studies. The Tree Health Working group has created best practices, timelines, and team structure.

**Highlights:**

**Habitat Enhancements**



2024 marked the completion of two large natural resource construction projects funded through the 2008 bond. Daylighting of Hall Creek at Raleigh Park and wetland habitat improvements at Bronson Creek Greenway will help wildlife and better manage water.

**Emerald Ash Borer**



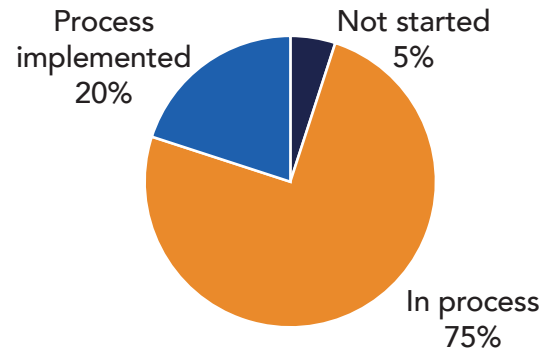
Staff have been monitoring for the anticipated arrival of the non-native emerald ash borer beetle which was discovered at Hazeldale Park. Staff are taking proactive measures to manage habitat impacts and safety.



## Diversity, Equity, Inclusion, Access, and Belonging

### Vision Goal:

*Advancing Diversity, Equity, Inclusion, Access, and Belonging is embedded within all district efforts. A commitment to equity and belonging is one of the district's core values.*



### Summary:

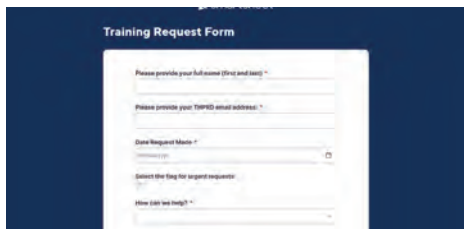
The district's affinity groups have healthy membership and staff continue to show interest in participating. The district plans to maintain support of affinity groups to ensure they remain active in the future. These groups support DEIAB goals by creating spaces where employees with shared identities or experiences can connect, which strengthens belonging and inclusion. They provide forums for members to share perspectives and challenges that might otherwise be overlooked. These groups also serve as a resource for leadership by offering feedback and recommendations that inform policies, training, and practices.

Increased prioritization is being placed on district wide staff DEIAB training opportunities through thoughtful long-range planning and marketing strategy. These trainings will be scheduled through collaboration across departments to identify content that benefits staff in multiple classifications and areas, along with selecting the most appropriate times during the year to hold district wide training events.

Human Resources staff are leading a part-time classification and compensation study, which will help ensure pay practices are equitable and consistent across the district. This work supports DEIAB goals by identifying and addressing potential disparities in pay and job structure for part-time employees. In addition, HR has begun creating a single employee handbook that will apply to all employees, providing clear and consistent guidance that reinforces fairness and inclusion throughout the organization.

### Highlights:

#### Staff Training



All staff training in Diversity, Equity, Inclusion, Access, and Belonging is being offered on an ongoing basis. Garden Home Recreation Center is gearing up to implement training for events staff on race awareness and cultural competency. Employees are utilizing the training request form on InsideTHPRD.

#### Park Naming



Harvest Park, THPRD's newest, opened recently. Its name was chosen with input from a diverse group of patrons, and unveiled at our co-created Holi Festival. Staff sought input from multiple community business partners on another new park's name, Free Skies Park. It received positive sentiments and resonated with the community.

#### Affinity Groups



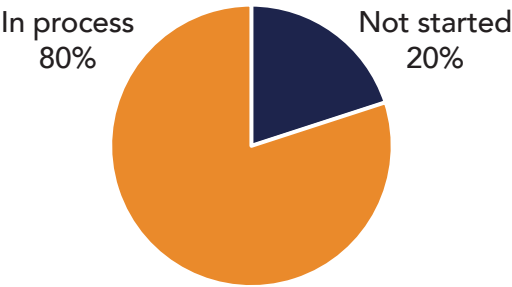
Approximately 25 full and part-time staff are involved in employee resource groups (Somos, LGBTQIA+, Refugee & Immigrant); we expect to see increased participation.



# Technology and Innovation

**Vision Goal:**

*The district values and encourages innovation to constantly improve the delivery of services, maintenance, and business processes. We will embrace technology that streamlines processes and enables us to better engage with the community. We will strive to be a leader in parks and recreation.*



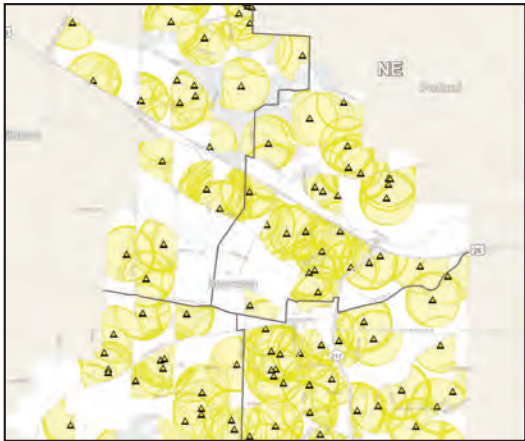
Efforts in 2025 represented a wide variety of activities. Most notably, redesign of THPRD’s external and internal websites started in earnest with an inventory of current applications and features. IT staff led a comprehensive evaluation of different web hosting vendors. System design and integration work is underway, and the soft launch of the replacement site is scheduled for mid-December, 2025.

A third-party assessment of THPRD’s requirements and potential solutions for asset management has been conducted. The vendor selection process for asset management system software is underway, with the selection and contracting expected to be completed in late fall 2025 and implementation to follow shortly thereafter.

Early project planning for the registration system replacement is underway, with project kickoff and business requirements gathering scheduled to begin in late fall 2025.

**Highlights:**

**GIS Utilization**



Staff are using GIS to track locations, condition, and other data about all capital or critical items, which has informed potential bond project selection and capital replacement prioritization.

**Security Camera Upgrades**



Security camera upgrades for Conestoga Recreation & Aquatic Center have begun, with an expected completion in late fall of 2025.

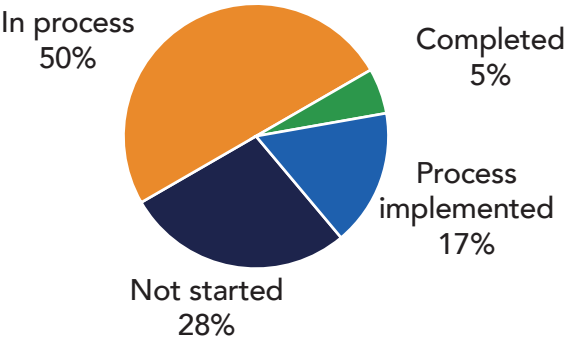




# Financial Sustainability

## Vision Goal:

Financial sustainability ensures the ability to continually offer programs and maintain facilities to the highest standard.



## Summary:

Financial sustainability, with an emphasis on growing program revenues, was a key priority this year. A team from Finance and Recreation attended a cost recovery training to gain new insights into sustainable financial practices. The team reviewed the current costing structure, recommended tier adjustments, and proposed a revised Resource Allocation Model, which will be implemented in the 2026 fiscal year. Additionally, a cross-departmental team from Recreation, Maintenance, and Finance evaluated fee structures for the exclusive use of fields, pool lanes, and sport courts.

In late 2024, staff began to work on a replacement bond concept for the board to consider placing on the May 2026 ballot. Analysis conducted for this effort included a review of over \$300 million in capital replacement needs, identification of possible bond categories, and prioritization of projects.

To capitalize on previously untapped revenue opportunities, a pilot sponsorship program was launched, accompanied by a full-time sponsorship administrator. A consultant was also hired to evaluate THPRD assets for their sponsorship potential, and to create a strategic roadmap to generate sponsorship funds in the future. In FY26, an internal cross-departmental team will be established to develop both short and long-term strategies to support the program.

The district’s grants administrator collaborated across multiple departments to support operating, capital, and program financing. In 2025, staff secured \$9,967,259 in new grant funding and actively managed \$27,852,902 in grant awards. However, the year also highlighted the shifting and increasingly competitive funding landscape—particularly for grants that support support programs.

## Highlights:

### Sponsorship



An early success for the sponsorship administrator was securing NW Natural as a sponsor for Big Truck Day at Conestoga Recreation & Aquatic Center.

### Reporting Dashboard



Regularly scheduled automated reports reduce manual workloads for operational staff. The budget vs. actual dashboard provides clear, accessible revenue and expense summaries by period and fiscal year.



# Tualatin Hills Park & Recreation District

# 2023 STRATEGIC PLAN



**TUALATIN HILLS**  
PARK & RECREATION DISTRICT

Approved April 12, 2023

# Acknowledgments

## Board of Directors

Felicita Monteblanco  
President

Barbie Minor  
Secretary

Alfredo Moreno  
Secretary Pro-Tempore

Heidi Edwards  
Director

Tya Ping  
Director

## General Manager

Doug Menke

## Project Sponsor

Aisha Panas, Deputy General Manager

## Management Team

Holly Thompson, Communications Director  
Sabrina Taylor Schmitt, Recreation & Aquatic Director  
Christine Hoffmann, Human Resources Director

Jared Isaksen, Finance Director  
Julie Rocha, Sports & Inclusion Director  
Jessica Collins, Executive Assistant

## Project Lead

Bruce Barbarasch

## Project Work Groups

### *Welcoming & Inclusive*

Lead: Lulú Ballesteros  
Clint Bollinger  
Melissa Marcum  
Kristin Smith

### *Accessible and Safe*

Lead: Jon Campbell  
Tim Bonnin  
Cameron Hall  
Mark Hokkanen  
Troy Schader

### *Technology & Innovation*

Lead: Clint Bollinger  
Baoli Li  
David Stroud

### *Diversity, Equity, Inclusion & Access*

Lead: Christine Hoffmann  
Lulú Ballesteros  
Keely Haugen  
Lindsay Lambert

### *Play for Everyone*

Lead: Emily Kent  
Tim Bonnin  
Kristin Smith

### *Environmental Stewardship*

Lead: Bruce Barbarasch  
Jon Campbell  
Greg Creager  
Crystal Durbecq  
Cameron Hall  
Gery Keck  
Troy Schader  
Scott Wagner

### *Financial Sustainability*

Lead: Jared Isaksen  
Gery Keck  
Aisha Panas  
Julie Rocha  
Sabrina Taylor Schmitt





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16	Financial Sustainability
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# Executive Summary

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The 2023 Strategic Plan outlines how THPRD will implement the vision laid out in the 2023 Comprehensive Plan (comp plan). Based on feedback from the board of directors, the strategic plan describes in the following pages the recommendations, objectives, and action items that the district will tackle over the next five years in each of the comp plan's seven goal areas:



**Welcoming and Inclusive.** Builds community, minimizes or eliminates barriers to participation, expands staff capacity, and forms partnerships with a focus on serving the community.



**Play for Everyone.** Reflects all the ways people play and participate in programs and activities.



**Accessible and Safe.** Represents maintenance of facilities and equipment so the whole community can safely access all that THPRD offers.



**Environmental Stewardship.** Describes the district's approach to caring for natural areas, trails, and sustainable operations.



**Diversity, Equity, Inclusion, and Access.** Ensures the district is prepared to foster a welcoming and equitable workplace and creates inclusive public planning processes.



**Technology and Innovation.** Prioritizes using technology to streamline processes and enable the district to better engage the community.



**Financial Sustainability.** Highlight how financial sustainability allows THPRD to continue offering high-quality programs and services.

In the pages that follow, each goal area contains a summary of the goal, followed by milestones for near-term and ongoing recommendations. For each objective area, staff have identified specific action items and guiding principles to focus on for the next five years. Items identified as core activities are essential and able to be accomplished largely with existing resources; stretch activities will require new or redirected resources. Multidisciplinary teams will work across goal areas to carry out complex projects ranging from updating the registration system, to designing programs with a culturally specific lens, to implementing the district's Climate Action Plan. The district's values and budget priorities (see following pages) provided the lens through which the district viewed the ongoing and near-term recommendations identified in the comp plan. The work to bring these recommendations forward into projects with milestones to measure process was guided by the values and budget priorities.

Progress on the efforts identified in the strategic plan will be reported to the board of directors each year in advance of its annual planning meeting to set priorities for the upcoming fiscal year. These reports will show how THPRD changes and grows to meet its mission of providing high-quality park and recreation opportunities that meet the needs of the diverse communities THPRD serves, enhancing healthy and active lifestyles while connecting more people to nature, parks, and programs.

Sincerely,

Doug Menke  
General Manager

# District Values and Budget Priorities

## THPRD Values

### **Leading with Equity with special attention to Racial Equity**

THPRD values all dimensions of equity including ability, age, ethnicity, gender, race, sexual orientation, and other identities. We see it as an essential core value that we prioritize all aspects of equity. A commitment to equity means looking at individuals' needs and understanding that people need different things to achieve equitable outcomes. THPRD recognizes that to achieve meaningful equity we must prioritize investments in activities to reach those most marginalized, therefore we support a comprehensive investment in equitable outcomes for the most impacted people and at this time, due to disparate impacts, a special focus on activities to advance racial equity is an important component of our overall equity strategies.

### **Environmental Stewardship**

THPRD values the environment and demonstrates this through how we acquire, plan for, and maintain lands. Environmental stewardship extends to the way we build and maintain our facilities, and the practices we use to procure goods and services. THPRD is committed to protecting and improving the environment and to hold ourselves accountable to reducing our carbon footprint and addressing climate change. We commit to continuing to be an active ally and leader on environmental education, natural resource protection, and by adopting practices that uphold environmental stewardship, to ensure we pass on a healthy environment to future generations.

### **Commitment to Community Vision**

We are committed to honoring and realizing the community feedback captured through the district's visioning process and see this work as foundational to our ongoing community engagement work. We will integrate the visioning feedback into our planning and operational efforts to honor the four visioning goals to be Welcoming and Inclusive, provide Play for Everyone, to be Accessible and Safe, and to practice Environmental Stewardship. The community vision serves as a beacon to illuminate our ongoing community engagement efforts, infused with a deep commitment to actively engage underserved and historically marginalized voices.

## Budget Priorities

**Invest in our Employees and Technology.** We are committed to attracting and retaining exceptional employees and prioritizing employee professional development, support, and well-being. We must also ensure we are investing in technology to operate more efficiently, stay current, provide staff the tools they need to be effective, and to provide improved customer service to THPRD patrons.

**Focus on Strengthening Programming Opportunities.** We will continue to focus on strengthening and innovating programming options that have been challenged due to the pandemic, staffing levels, and changes in public participation. As we expand program offerings, we will continue to work to break down barriers and actively welcome historically underserved and marginalized people. We will continue to provide FREE programming and expand our efforts through grant-supported partnerships, community events, and broaden our financial aid services.

**Develop Sustainable Operating and Financial Models for the Future.** We are committed to ensuring that we can continue to offer programs, facilities, parks, and trails that meet the needs of our community while ensuring that we can sustainably care for and maintain our offerings and spaces in the long term.





## Welcoming & Inclusive

### Vision Goal:

*Combines a range of ideas centered on building community, expanding the role of THPRD in people's lives, minimizing or eliminating barriers to participation in THPRD's services, expanding staff capacity, and building partnerships and community relations.*

Recommendation	Milestones	Cost*
Update THPRD's website and registration systems to improve patron experience and agency utilization.	<ol style="list-style-type: none"> <li>1. Form cross-functional team to determine needs.</li> <li>2. Develop a request for proposals and select a vendor.</li> <li>3. Test and implement new systems</li> </ol>	\$\$\$+
Continue to place importance on reflecting our community in our staff, volunteers, and programs, with an emphasis on underrepresented communities.	<ol style="list-style-type: none"> <li>1. Develop ongoing staff training plan.</li> <li>2. Develop equity lens toolkit.</li> <li>3. Develop equity and inclusion plan and evaluation process.</li> </ol>	\$\$

\* \$ = free to \$30,000    \$\$ = \$30,000-\$100,000    \$\$\$= \$100,000+



Tianquitzli Cultural Market

### Objective 1:

**Build community in spaces and ways that are welcoming, inclusive, and belong to everyone**

**Core activities:**

- Ensure everyone feels welcome, safe, and included in all THPRD spaces, events, and activities.
- Create opportunities for multicultural sharing, education, understanding, and celebration.
- Prioritize co-creation with culturally specific groups, organizations, and partners.

**Stretch activities:**

- Make spaces to gather and foster a sense of belonging and social cohesion.
- Expand programs and services in targeted ways that increase participation of underserved groups.
- Plan events through an equity lens.

### Objective 2:

**Expand THPRD's role in people's lives**

**Core activities:**

- Empower and support communities, partners, and local organizations to access, care for, and use district spaces.
- Actively engage with communities to ensure THPRD spaces, services, and programs meet evolving needs.
- Use technology to increase access, boost participation, and serve community needs.

### Objective 3:

**Strengthen partnerships and community relations**

**Core activities:**

- Work with partners to cultivate better connections and increase awareness of district resources.

**Stretch activities:**

- Make it easier for culturally specific organizations, community groups, and partners to collaborate with the district and use district facilities.

### Objective 4:

**Tailor Engagement and Communication Efforts to Targeted Populations**

**Core activities:**

- Communicate in different media, multiple languages, and diverse locations to help the community understand opportunities to access parks and nature.
- Implement tools that provide information in multiple languages and are accessible to all people.

**Stretch activities:**

- Establish universal goals with tailored, culturally responsive, and inclusive communication strategies.
- Create culturally specific communications or public involvement plan to promote and increase participation with targeted demographics.



Takumi Kato drum concert at Garden Home





## Play for Everyone

### Vision Goal:

*Reflects all the ways people (and their pets) want to play, move and interact with THPRD, including participation in classes, activities, exercise, and sports; play in creative parks and playgrounds with imaginative new features throughout the year.*

Recommendation	Milestones	Cost*
Assess program service determinants and service assessment processes through an update of the Programs Functional Plan.	<ol style="list-style-type: none"> <li>1. Form cross-functional team and conduct assessment.</li> <li>2. Review and update the plan every three to five years.</li> <li>3. Create process to regularly evaluate, measure, and improve services.</li> </ol>	\$
Use relevant play, nature education, sports, and fitness trends to assess and prioritize developing new programs, classes, and camps.	<ol style="list-style-type: none"> <li>1. Develop resource list of agencies who report on trends in identified areas.</li> <li>2. Develop standard for utilizing information about national and local trends in service assessment process.</li> </ol>	\$

\* \$ = free to \$30,000    \$\$ = \$30,000-\$100,000    \$\$\$= \$100,000+



Conestoga Recreation & Aquatic Center pool

### Objective 1:

**Encourage community wellness and health in creative and diverse ways**

**Core activities:**

- Promote community social, emotional, and physical health and well-being through varied ways in THPRD spaces, programs, and activities.

**Stretch activities:**

- Provide increased access to free or reduced-priced programming, including fitness offerings in parks.

### Objective 2:

**Be responsive to evolving community needs and emerging trends**

**Core activities:**

- Commit to developing programs and classes to serve evolving community needs.
- Research and implement emergent recreational trends and opportunities.

**Stretch activities:**

- Design programs and activities that celebrate diversity through a culturally specific lens.

### Objective 3:

**Create accessible multiuse spaces and inclusive play options**

**Core activities:**

- Create partnerships with and encourage use of district spaces by community groups.
- Ensure equitable access to fields and facilities.
- Increase the number of shade and rain covers near and over play areas.

**Stretch activities:**

- Create seating near play areas and along trails.

### Objective 4:

**Continuously improve parks, facilities, and programs**

**Core activities:**

- Ensure equitable location of parks and facilities throughout the district, focusing on historically underserved areas.

**Stretch activities:**

- Increase access to water play, especially to underserved communities.



Parivar Park playground





## Accessible and Safe

### Vision Goal:

*Represents themes related to the overall maintenance of facilities and equipment and the ability of all THPRD residents to access their THPRD amenities safely. It also includes recommendations for ways to make facilities and programming more enjoyable and financially accessible for everyone.*

Recommendation	Milestones	Cost*
Develop a Facilities Functional Plan that incorporates current and future facility needs to align with capital planning processes.	<ol style="list-style-type: none"> <li>1. Draft request for proposal and hire consultant to evaluate district facilities.</li> <li>2. Establish an internal team to review the consultant's report.</li> <li>3. Identify priority facilities for future capital investments.</li> <li>4. Determine which facilities are no longer viable for large-scale capital investments.</li> </ol>	\$\$
Develop a park amenities standards analysis to align physical assets with the capital planning program, account for asset condition, geographic distribution, and community recreation preferences.	<ol style="list-style-type: none"> <li>1. Create a cross-functional team to identify key infrastructure and evaluation criteria.</li> <li>2. Inventory and evaluate location and condition information.</li> <li>3. Develop prioritization criteria and decision-making framework for park amenities.</li> </ol>	\$\$

\* \$ = free to \$30,000    \$\$ = \$30,000-\$100,000    \$\$\$= \$100,000+



Welcoming Week - Club de la Tercera Edad



### Objective 1:

**Keep parks and facilities well-maintained, safe, and welcoming**

**Core activities:**

- a. Adequately fund maintenance of parks and amenities.
- b. Coordinate capital planning and facility development with forecasted needs for maintenance and operational funding and replacement.

**Stretch activities:**

- c. Use best practices, such as Crime Prevention Through Environmental Design (CPTED), when designing new or updating existing parks and open spaces to create more welcoming places.
- d. Use partnerships to reduce unauthorized camping within, and illegal dumping, vandalism, and graffiti-related damage to district properties.

### Objective 2:

**Ensure parks, trails, and facilities are easy to find and accessible**

**Core activities:**

- a. Provide seating, including companion seating, in parks and along trails.

**Stretch activities:**

- b. Ensure off-leash dog areas are equitably dispersed throughout district.
- c. Develop ADA bathroom facilities that balance the user needs and maintenance impacts.

### Objective 3:

**Create a more connected trails system**

**Core activities:**

- a. Champion developing trails as a mode of active transportation.

**Stretch activities:**

- b. Prioritize trail development on missing links within existing networks and coordinate with regional active transportation planning efforts.

### Objective 4:

**Increase access to parks and amenities within walking distance of homes**

**Core activities:**

- a. Determine level of service based on a data-driven analysis.

**Stretch activities:**

- b. Seek partnerships and funding opportunities for acquisition and development in underrepresented and underserved neighborhoods.



Camille Park covered area



# Environmental Stewardship

**Vision Goal:**

*Includes community ideas that envision opportunities for people to be in and enjoy nature. It is also representative of comments on trails – for recreation, travel, interaction with animals, and regional connection – preserving our shared natural spaces and educational opportunities in nature.*

Recommendation	Milestones	Cost*
Complete the Climate Action Plan and implement climate resiliency practices.	<div>1. Seek board approval of plan.</div> <div>2. Create five-year implementation timeline.</div> <div>3. Develop climate adapted tree program.</div> <div>4. Reduce greenhouse gas emissions by 10%.</div>	\$\$\$

\* \$ = free to \$30,000    \$\$ = \$30,000-\$100,000    \$\$\$= \$100,000+



Camille Park natural playground



### Objective 1:

**Preserve and protect natural areas and wildlife corridors**

**Core activities:**

- a. Improve ecological function and biodiversity.
- b. Partner with other agencies and organizations in the preservation and conservation of natural areas.

**Stretch activities:**

- c. Acquire and conserve natural areas and wildlife corridors.

### Objective 2:

**Avoid conflicts and minimize impacts in natural areas**

**Core activities:**

- a. Manage natural areas to prioritize native plants and animals.
- b. Maintain existing trails.

**Stretch activities:**

- c. Design trails and parks to limit ecological impacts and adapt to our changing climate.
- d. Provide trails for different activities, abilities, and uses.

### Objective 3:

**Be a leader in climate change response by prioritizing sustainability & resiliency in design, operations, and maintenance**

**Core activities:**

- a. Reduce outdoor water use.
- b. Use native or low-impact landscaping practices.

**Stretch activities:**

- c. Reduce the effect of heat islands by maintaining or increasing tree canopies and landscaping in parks and natural areas.

### Objective 4:

**Diversify ways and reduce inequities for community members to connect to nature**

**Core activities:**

- a. Use interpretive features to increase understanding of nature and ecological functions.
- b. Partner to provide additional educational opportunities.
- c. Create a variety of experiences for people to directly engage in nature including volunteer programs, internships, classes, and programs.

**Stretch activities:**

- d. Reduce inequities in access to nature, nature education, and nature programming.



Eichler Park trail



## Diversity, Equity, Inclusion, and Access

### Vision Goal:

*Diversity, Equity, Inclusion, and Access (DEIA) is integral to all district efforts. As a district value, it supports ongoing action and accountability for THPRD's role in perpetuating systemic racism as part of governmental structures. As a districtwide commitment, it vows to dismantle oppressive systems through intentional practices, create environments that accept and expect diverse experiences, and design ways that embed this value in every aspect of our work.*

Recommendation	Milestones	Cost*
Using industry best practices, develop a community-led equity decision-making framework and assess all district processes to ensure the resulting outcomes & resource allocation are compatible with THPRD values.	<ol style="list-style-type: none"> <li>1. Develop equity lens toolkit.</li> <li>2. Ongoing staff training.</li> <li>3. Develop strategic and tactical annual equity focus.</li> <li>4. Promote participation in employee resource groups (ERGs) and cross-district DEIA committees and activities.</li> </ol>	\$\$
Continue investing in training opportunities for all district staff to further DEIA initiatives that improve THPRD's workplace environment and enhance engagement with the community.	<ol style="list-style-type: none"> <li>1. Develop ongoing staff training plan.</li> <li>2. Deliver baseline training and identify advanced training opportunities.</li> <li>3. Monitor participation levels and evaluate program offerings annually.</li> </ol>	\$\$

\* \$ = free to \$30,000    \$\$ = \$30,000-\$100,000    \$\$\$= \$100,000+



Cool Islam Camp



### Objective 1:

**Foster an inclusive environment at all levels and in all functions of the district**

**Core activities:**

- a. Plan and create welcoming, inclusive, and universally accessible opportunities, programs and play spaces that address barriers to participation.

**Stretch activities:**

- b. Engage historically under-represented communities in planning and designing inclusive parks, amenities, and facilities.

### Objective 2:

**Integrate equity into decision-making**

**Core activities:**

- a. Prioritize equity in acquiring and creating access to natural areas and in acquiring and developing parks.
- b. Align contracting policies to support district's equity goals and values.
- c. Focus engagement efforts and decision making for new parks on underserved communities.
- d. Use demographic analysis and forecasts to determine who a park or amenity will likely serve and target engagement to those populations.

**Stretch activities:**

- e. Invest in historically underserved communities to reduce health disparities and increase access to open space, natural areas, and recreation activities.

### Objective 3:

**Create a welcoming and inclusive work environment**

**Core activities:**

- a. Adopt hiring practices to end disparities in recruitment, retention, and workforce development and to diversify the workforce at all levels of the organization.
- b. Implement inclusive hiring practices to hire and retain workforce and volunteers reflective of the community.
- c. Embrace emerging trends to ensure employment offerings keep pace with the employment market, contemporary office culture, and benefit all employees.
- d. Activate a diverse volunteer base that expands staff capacity and fosters interest in parks and recreation careers.

**Stretch activities:**

- e. Expand culturally responsive and inclusive support for staff.
- f. Create and maintain a supportive culture for all employees through staff engagement in policy and process decisions and through strong labor relations.



Holi event 2022



# Technology and Innovation

### Vision Goal:

*The district values and encourages innovation to constantly improve the delivery of services, maintenance, and business processes. We will embrace technology that streamlines processes and enables us to better engage with the community. We will strive to be a leader in parks and recreation.*

As THPRD's technology needs have grown, diversified, and become more complex to administer, staffing should follow suit. We must ensure our technology systems are secure and stay current with evolving best practices as local governments continue to be high targets for cyber intrusions.

The Technology and Innovation team will be collaborating to implement the Welcoming & Inclusive recommendation to update THPRD's website and registration systems. See Welcoming and Inclusive section.



Administration front desk



### Objective 1:

**Encourage and embrace change that makes the district more efficient, inclusive, safe, and environmentally friendly**

**Core activities:**

- a. Explore and invest in technology, tools, and equipment to keep properties, users, and staff safe.
- b. Use technology to track and manage district assets.
- c. Continue collecting property, facility, and programs inventory data.

**Stretch activities:**

- d. Invest in technology and tools that support different ways of engaging with THPRD spaces.
- e. Improve and maintain georeferenced property and amenity data.

### Objective 2:

**Test and adopt innovative ways to serve our community**

**Core activities:**

- a. Use data to inform discussions and decision making and incorporate benchmarks and best practices into implementation actions.
- b. Develop annual program coordinator round table to share industry trends.

**Stretch activities:**

- c. Implement new registration system.
- d. Create screening process for pilot programs.



Centro de Bienvenida Spring 2022 event



## Financial Sustainability

### Vision Goal:

*Financial sustainability ensures the ability to continually offer programs and maintain facilities to the highest standard.*

THPRD staff will carry out this vision by establishing a financial future working group, exploring expanded revenue enhancement opportunities, and diversifying revenue sources. The district will at the same time develop mitigation strategies to ensure that while we increase revenues we are also expanding financial aid and ensuring meaningful access to services for people experiencing financial hardship.

Recommendation	Milestones	Cost*
Develop strategies to assess and monitor existing revenue streams as well as identify and develop future revenue streams to fund comprehensive plan goals and actions.	<ol style="list-style-type: none"> <li>1. Develop and provide periodic reports on revenue, operations, and services.</li> <li>2. Update grant strategy annually.</li> <li>3. Establish cross-functional team to identify, run, and evaluate pilot programs.</li> <li>4. Identify partnerships for new revenue growth opportunities.</li> </ol>	\$\$
Review and update the district's resource allocation model.	<ol style="list-style-type: none"> <li>1. Hire consultant to assist in re-evaluating the resource allocation model based on district values.</li> <li>2. Develop cross-functional team to review costing structure and make recommendations on a revised resource allocation model.</li> <li>3. Conduct community engagement process to receive input on proposed changes.</li> <li>4. Update revenue targets and establish reporting method for tracking progress.</li> </ol>	\$\$

\* \$ = free to \$30,000    \$\$ = \$30,000-\$100,000    \$\$\$= \$100,000+



Tennis Center camp



### Objective 1:

#### Diversify revenue resources

##### Core activities:

- Continually update grant strategy to identify and match projects and programs with revenue resources.
- Update the district's public sector service assessment.

##### Stretch activities:

- Coordinate efforts and capital campaigns with the Tualatin Hills Park Foundation to leverage private donations.

### Objective 2:

#### Financial Stewardship

##### Core activities:

- Reduce overhead through process automation.
- Consider and provide for long-term costs in all capital improvement projects.

##### Stretch activities:

- Update the district's Long Term Financial Plan.

### Objective 3:

#### Resource Allocation

##### Core activities:

- Recoup costs on exclusive use activities.
- Assess resource allocation methodology to ensure alignment with district goals.

### Objective 4:

#### Planning for the Future

##### Core activities:

- Update departmental Key Performance Indicators (KPIs).

##### Stretch activities:

- Implement districtwide asset management solution.



Conestoga Recreation & Aquatic Center waterslide

# Measuring What Matters

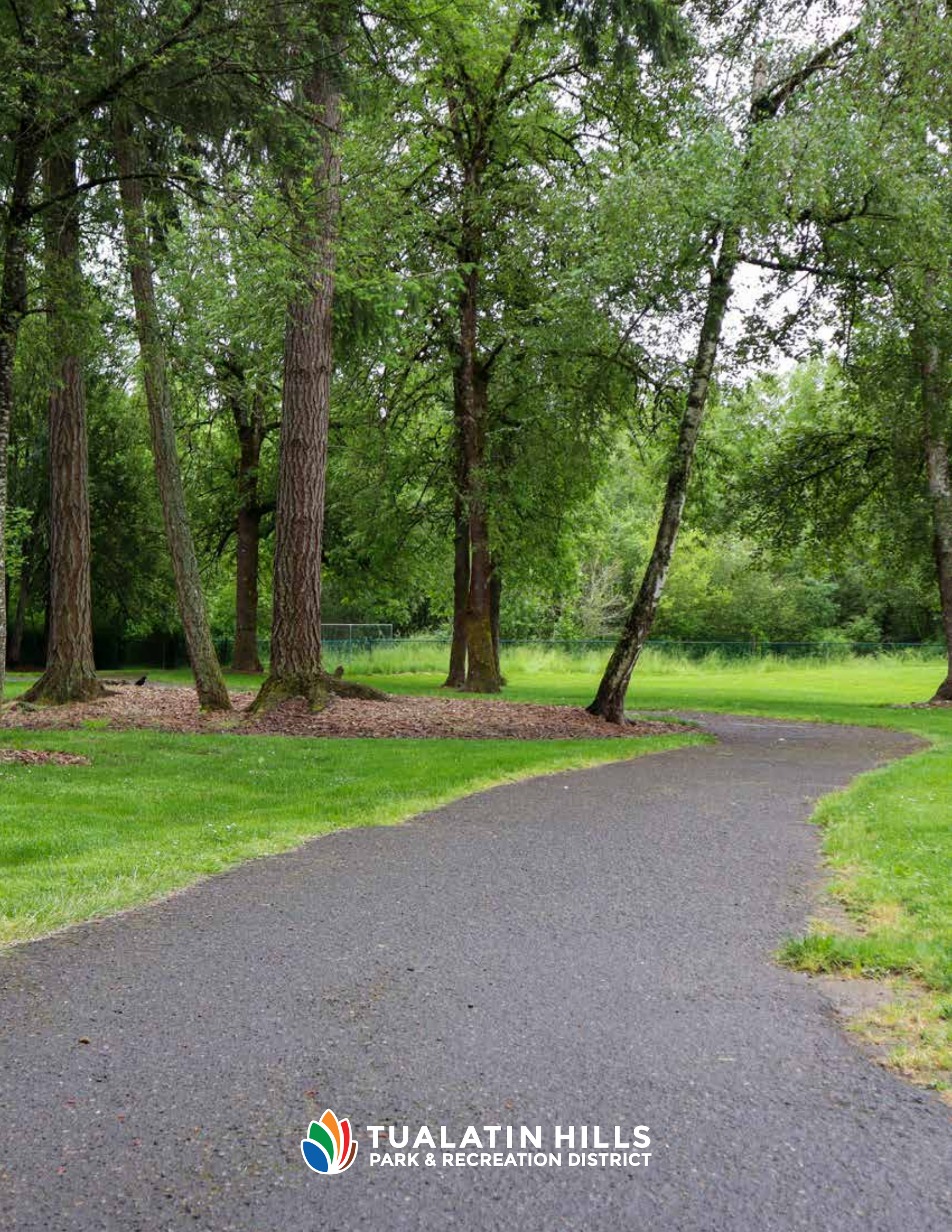
With seven major goal areas, 21 recommendations, and dozens of guiding principles and action items, there's a lot to be accomplished over the course of the next three to five years. To show how staff have served our community, an annual report will be prepared each fall in advance of planning for the coming fiscal year. Reporting will take several different forms. An annual report will be shared to demonstrate progress on recommendations, which will be described in relation to the milestones listed in this document. Associated final projects or plans will be shared with the board of directors as they are completed. Anecdotes, photos, and short written updates will be used to tell the stories and intent behind the core and stretch activities related to goals and objectives in this plan.



Festival del Sempoashochitl

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**TUALATIN HILLS**  
PARK & RECREATION DISTRICT





# MEMORANDUM

**DATE:** September 25, 2025  
**TO:** Board of Directors  
**FROM:** Doug Menke, General Manager  
**RE:** **General Manager's Report**

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## **2026 Replacement Bond Measure Preparation**

Holly Thompson, Communications director, will provide the board with an update on community survey work completed for the potential 2026 Replacement Bond Measure and will provide an update on the work of the district's Bond Task Force.

## **Annual Grant Report**

Leilani Garcia, grants administrator, will provide an overview of the FY25 Annual Grant Report (attached). In the past fiscal year, grants have helped fund a broad range of projects and programs at the district. Highlights of grant-funded projects include work towards trail expansion, park improvements, and a new memorial installation at Veterans Memorial Park.

## **Affordable Housing Update**

Between July 1, 2024, and June 30, 2025, staff received one request through THPRD's System Development Charges (SDC) Affordable Housing Fee Waiver policy (Resolution No. 2025-05). Once complete, the requested waivers will facilitate the development of 104 new affordable housing units within the district. Peter Swinton, AICP, urban planner II, will provide an overview of the affordable housing program, resolution amendment, the affordable housing waivers requested in fiscal year 2024-2025, and the number of available waivers remaining before reaching Resolution No. 2025-05's SDC fee waiver cap.

## **Upcoming Events**

### **October**

<b>Date</b>	<b>Event Name</b>	<b>Time</b>	<b>Location</b>
10/11	Pumpkin Bob	12:30 – 2:30 pm, 4:30 – 6:30 pm	Harman Swim Center
10/11	Westside/Waterhouse Trail Ribbon Cutting & Talking Walls Project/Event	11 am – 3 pm	NW Laidlaw Rd & Waterhouse Trail
10/11	Diwali Bazaar	11 am – 7 pm	Elsie Stuhr Center
10/12	Patron Appreciation Week	Through 10/18	Conestoga Recreation & Aquatic Center
10/17	Historical Happy Hour	3:30 – 5:30 pm	Jenkins Estate
10/17	Neurodivergent Speed Dating	5:30 – 7:30 pm	Jenkins Estate
10/18	Halloween Silly Walk & Dance Party	4 – 6 pm	Conestoga Recreation & Aquatic Center
10/24	Pumpkin Patch Pool Party	5 – 6:30 pm	Aloha Swim Center
10/24	Dive-in Movie	6 – 8:30 pm	Conestoga Recreation & Aquatic Center

10/25	Fall Festival	11 am – 2 pm	Cedar Hills Recreation Center
10/25	Sunset's Spooky Saturday	1 – 4 pm	Sunset Swim Center
10/25	Sempoashochitl Festival	4 – 8 pm	Garden Home Recreation Center
10/30	Spooky Tots	9 am – 12 pm	Garden Home Recreation Center
10/31	Running Strong Since '55	All day	Tualatin Hills Athletic Center
10/31	Spooktacular Open Swim	3 – 6 pm	Beaverton Swim Center

## November

Date	Event Name	Time	Location
11/1	Give & Get Fit Food Drive	Through 11/20	Conestoga Recreation & Aquatic Center
11/4	Community Blood Drive	8 am – 1 pm	Conestoga Recreation & Aquatic Center
11/7	Dive-in Movie	6 – 8:30 pm	Conestoga Recreation & Aquatic Center
11/8	Newt Day	12 – 4 pm	Tualatin Hills Nature Center
11/11	Veterans Day Breakfast	9 – 11 am	Conestoga Recreation & Aquatic Center
11/20	Tumble Tots Fall into Fun	9 am – 12 pm	Garden Home Recreation Center
11/21	Dive-in Movie	6 – 8:30 pm	Conestoga Recreation & Aquatic Center
11/28	Harvest Hike	10 am – 12 pm	Jenkins Estate



# Grant Report

July 1, 2024 – June 30, 2025

## Overview

The 2024–2025 fiscal year brought both significant successes and new challenges for THPRD’s grant program. Staff secured nearly \$10 million in new grant funding and actively managed more than \$27 million in grant awards. The year also underscored the shifting and increasingly competitive funding landscape — particularly for grants that support programs.

Our results continue to show a strong track record in securing government-funded grants, while foundation-funded opportunities are growing more difficult to obtain. This trend mirrors national patterns: political and economic shifts have tightened philanthropic budgets, altered funding priorities, and intensified competition.

## FY25 Grants by the Numbers



**22**

Grants  
Submitted

**\$43,600,000**

Total funding  
requested



**7**

Grants  
Awarded

**\$9,970,000**

Total funding  
requested

**11**

Grants  
Declined

**\$30,500,000**

Total requests  
declined

**4**

Grants Pending  
Decision

**\$3,100,000**

Total requests  
pending



**26**

Active/Awarded  
Grants

**\$27,900,000**

Total Funding

# Highlights from FY25 Awards



## Commonwealth Lake Park Improvements – \$1.3M

*Accessibility upgrades, ADA parking, bridge replacement, and pathway improvements*  
*Grant: Parks and Nature Bond Local Share, Metro*

.....

### Board FY25 Values and Budget Priorities

- Commitment to Community Vision
- Sustainable Operating Models

### Strategic Plan

- Accessible & Safe
- Environmental Stewardship
- Financial Sustainability

Funding from the Metro Local Share Program was awarded to make improvements at Commonwealth Lake Park, including the replacement of a pedestrian bridge and weir, 50 feet of asphalt pathway, and installation of an Americans with Disabilities Act compliant parking space.



*Asphalt, pedestrian bridge, and weir replacement*



*ADA compliant parking space on Butner Road*





# Saqsqa Park All Ages Play Amenities – \$300K

*Inclusive play features for toddlers through seniors*

*Grant: Nature in Neighborhoods Capital Grant, Metro*

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## Board FY25 Values and Budget Priorities

- Leading with Equity
- Focus on Strengthening Programming Opportunities

## Strategic Plan

- Play for Everyone
- Diversity, Equity, Inclusion, and Access

All ages play amenities will be installed at Saqsqa Park, a new neighborhood park in North Bethany currently under development. The future park gives THPRD the opportunity to incorporate its Nature Play Guidelines adopted in October 2022 and is being designed to connect people to nature, taking advantage of a natural area that borders the south of the park and a riparian habitat along Bethany Creek. As a nature play-focused park, all ages play amenities will enhance and add to the uniqueness of the park as it expands the age range of those able to use the play equipment, from early childhood through adults.



*Examples of nature-based all ages play amenities*



# Beaverton Creek Trail – SW Hocken Ave Connection – \$1.06M

*Critical trail link improving regional connectivity  
Grant: Regional Flexible Funds Allocation, Metro*

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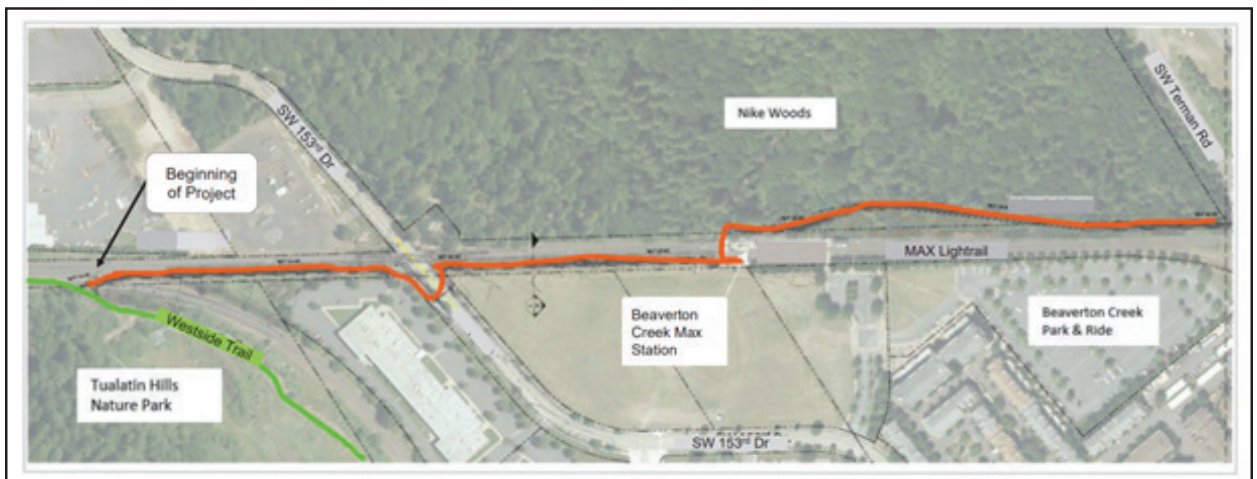
## Board FY25 Values and Budget Priorities

- Environmental Stewardship
- Commitment to Community Vision

## Strategic Plan

- Accessible & Safe
- Environmental Stewardship
- Financial Sustainability

Additional funding was awarded by Metro to complete the construction of a 1.5-mile long, 12-foot wide segment of the Beaverton Creek Regional Trail that consists of paving, bridges/boardwalks, lighting, road right-of-way improvements, environmental mitigation, bicycle/pedestrian amenities, and site furnishings. Once completed, the trail will provide a critical and direct connection to transit, employment, commercial centers, and THPRD amenities.



*Approved Concept Plan – Section 1, Beaverton Creek Trail*



# Revolutionary War Memorial – \$61K

*Enhancing cultural and community space at Veterans Memorial Park*

*Grant: Veterans and War Memorial Grant, Oregon Parks and Recreation Department*

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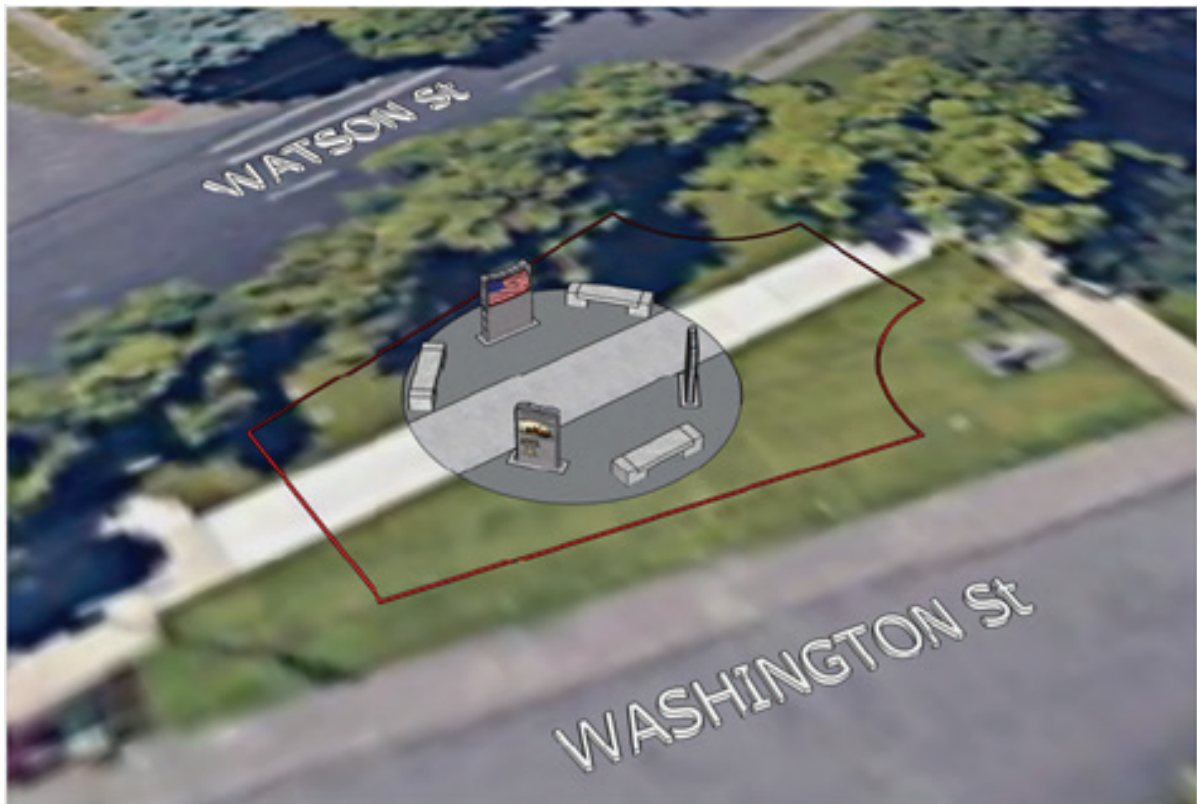
## Board FY25 Values and Budget Priorities

- Commitment to Community Vision

## Strategic Plan

- Welcoming & Inclusive

Funds were awarded to construct a memorial honoring America's first veterans and patriots from the American Revolution (1775-1783) at Veterans Memorial Park. The memorial includes three granite panels and three marble benches on a 30' diameter concrete pad. The panels will include inscribed text and glass art images of revolutionary era flags, the types of soldiers/veterans and other supporting patriots of the revolution, and two paintings depicting the signing of the Declaration of Independence and the surrender of General Cornwallis as framing the beginning and end of the American Revolution. The memorial will be completed in collaboration with American Legion Post #124, the Lewis & Clark Chapter of the Sons of the American Revolution, and the City of Beaverton.



*Rendering of Revolutionary War Memorial in Veterans Memorial Park*

# Strategic Requests & In Progress



## Westside Trail Pedestrian & Bicycle Bridge (\$37.2M requests)

*A regional transportation priority that closes a major trail gap*

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### Board FY25 Values and Budget Priorities

- Environmental Stewardship
- Sustainable Operating Models

### Strategic Plan

- Accessible & Safe
- Environmental Stewardship
- Financial Sustainability

THPRD submitted five federal, state, and local grant applications requesting the estimated \$34 million to construct the Westside Trail Pedestrian and Bicycle Bridge:

- ✓ Active Transportation Infrastructure Investment Program (ATIIP) - Declined
- ✓ Oregon Community Paths – Waiting for decision
- ✓ Major Streets & Transportation Improvement Program (MSTIP) – Waiting for decision
- ✓ Regional Flexible Funding Allocation, Step 2 – Waiting for decision
- ✓ Better Utilizing Investments to Leverage Development (BUILD) – Waiting for decision



## Equity-Driven Youth Program Proposals (Black & Green, Diversify, Jr. Lifeguard, NEWT, RISE)

*Expanding youth leadership, mentorship, and recreation opportunities*

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### Board FY25 Values and Budget Priorities

- Leading with Equity
- Strengthening Programming Opportunities

### Strategic Plan

- Diversity, Equity, Inclusion, and Access
- Play for Everyone
- Welcoming & Inclusive

THPRD submitted grant applications requesting \$349,000 to support a variety of fellowship and paid youth internship programs that introduce them to careers in parks and recreation and natural resources.



# Trends and Challenges

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While the majority of FY25 awards were capital-focused, funding to support community and equity-based programs remained a challenge and reflects a shift in the broader funding climate. An analysis of program grants submitted between 2022 and 2025 shows a steep and steady decline in grant awards: 2022 – 100% awarded, 2023 – 63% awarded, 2024 – 33% awarded, 2025 – 11% awarded.

Factors contributing to the steep decline include:

- Significant increases in the volume of applications received by funders over time (e.g. hundreds applications for most opportunities)
- Shifting priorities away from recreation or equity-based programming
- Suspension, reduction, or restructuring of grant programs

THPRD's success rate with competitive state, federal, and regional government remains strong. In FY25, most awarded funds came from these sources, often for capital projects with clear community benefit.

## Looking Ahead

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In FY26, staff will continue to build on successes and learn from challenges of the past to secure grant funds to support the district's mission. Specific focus areas include:

- Pursuing major capital grants, particularly to secure all funding needed for the construction of the **Westside Trail Pedestrian & Bicycle Bridge**.
- Adapting our foundation fundraising strategy in partnership with the Tualatin Hills Park Foundation, cultivating deeper relationships with foundations and targeting aligned opportunities.
- Exploring multi-year and government-aligned program funding to stabilize equity-based recreation services and community programs.

# Thank You

THPRD is grateful to our many partners, agencies, and funders who have made these accomplishments possible. With their support, the district continues to provide high-quality parks, trails, programs, and natural areas that meet the diverse needs of our community.

## **2024 - 2025 Board of Directors**

Barbie Minor, President/Director  
Alfredo Moreno, Secretary/Director  
Miles Palacios, Secretary Pro-Tempore/Director  
Felicita Monteblanco, Director  
Tya Ping, Director

## **Leadership**

Doug Menke, General Manager  
Aisha Panas, Deputy General Manager  
Holly Thompson, Communications Director  
Jared Isaksen, Finance Director  
Steven Sutton, Human Resources Director  
Julie Rocha, Sports & Inclusion Director  
Sabrina Taylor Schmitt, Recreation & Aquatic Director

## **2024 - 2025 Grant Steering Committee**

Ade Adeoye, Senior Accounting Analyst  
Andrew Jackman, Aquatics Manager  
Ann Johnson, Recreation Manager  
Bruce Barbarasch, Sustainability Manager  
Emily Kent, Sports & Inclusion Manager  
Gery Keck, Planning & Development Manager  
Gina Lobaco, Executive Director, Tualatin Hills Park Foundation  
McKenzie Miller, Sponsorship Administrator  
Tania Mutsuddi, Operations Analyst  
Julie Rocha, Sports & Inclusion Director  
Keith Watson, Support Services Manager  
Leilani Garcia, Grants Administrator  
Lulu Ballesteros, Equity & Engagement Manager  
Olivia Tsujimura, Accounting & Budget Manager  
Sabrina Taylor Schmitt, Recreation & Aquatic Director

## **2024 - 2025 Funders**

Department of Housing and Urban Development  
Metro  
National Recreation and Park Association  
Oregon Department of Administrative Services  
Oregon Department of Education, Youth Development Division  
Oregon Department of Transportation  
Oregon Parks & Recreation Department  
Tualatin Soil & Water Conservation District  
Washington County