



## **Budget Committee Information**

### **Introduction**

The THPRD Board of Directors is seeking one individual for appointment to the district's Budget Committee. This appointment is for a term of three fiscal years, ending June 30, 2026. District budget committee members are required to pass a background check prior to appointment.

### **Mission Statement**

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

### **Purpose of Budget Committee**

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

### **Composition of the Committee**

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

### **Meetings**

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

### **Responsibilities of the Budget Committee**

The primary responsibilities of the Budget Committee consist of:

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