



DISTRICT ADVISORY NCPRD BOARD

Meeting Minutes

Date: October 16, 2013
Time: 4:00 p.m.
Location: Clackamas County Aquatic Park

1) Chair Bersie called the meeting to order at 4:04 p.m.

DAB members present: Bill Bersie, Lynn Fisher, Mike Miller, Robin Condie, MaryLee Walden, David Noble, Susan McCarty - Absent: Kristin Mitchell, Michael Morrow

NCPRD Staff members present: Gary Barth, Laura Zentner, Karen Tolvstad, Jeroen Kok, Kandi Ho, Lisa Meurs, Katie Dunham, Fiona Gwozdz

NCPRD Board members present: NCPRD Board Chair John Ludlow, Commissioner Paul Savas, Commissioner Martha Schrader

Citizens Present: Dick Shook/Former DAB member, Laurel Butman/Deputy County Administrator, Thelma Haggemiller/Citizen, Jason Tuck/City Manager of Happy Valley, Don Krupp/Clackamas County Administrator, Drenda Howatt/Clackamas County Commission Staff

2) Action Item: Chair Bersie requested that an item be added to the agenda.

- a. Seeking a Motion to approve the recommendation to the NCPRD Board for the reappointment of one member and the new appointment of two members to the CCAB.(See action item 5)
 - i. Lynn Fisher made the motion to add the item to the agenda. Susan McCarty seconded the Motion. All in favor, none opposed.

3) Citizen Participation:

- a. Citizen Dick Shook reminded the DAB and NCPRD Staff of the importance in keeping the website portal updated and current with meeting dates, locations, and other pertinent information. Providing the public with as much notice as possible is important to encouraging public participation.
 - i. Staff assured Mr. Shook and the DAB that they would work to resolve this issue and to do a better job of getting the information and dates out in a more timely manner.
- b. Citizen Thelma Haggemiller stated her viewpoint that the Oak Grove area remains an underserved neighborhood in the district. She strongly encourages the DAB to investigate the opportunity at Jennings Lodge. She said she had no pre-determined expectations for purchase or development, she just wanted a commitment to serious consideration and investigation of the opportunity.
- c. Happy Valley City Manager Jason Tuck provided testimony addressing several topics.
 - i. Jennings Lodge acquisition – They are partners and as such they support any kind of increase in parks facilities and programs that the district can provide as long as it is part

of the greater Master Plan effort. Efforts such as these should be part of a greater conversation about equity and the citizens in the area should be paying for the parks they are receiving if it is a neighborhood type facility.

- ii. Potential changes to makeup of the DAB –There have been rumored discussions about lessening the amount of members that are city representatives and increasing the representation for the unincorporated areas. His council has instructed him to take on a more active role in what is happening within the district.
- iii. Happy Valley’s Role in the Master Plan Process - Happy Valley annexed into the district in 2006. Since that time, they have contributed approximately six million dollars in tax and about ten million in SDC’s. Of that, 53% goes to the district wide account. They are currently waiting on NCPRD Staff to complete an analysis of where funding has been spent and what is left specific to Happy Valley’s needs. The City of Happy Valley’s Council is studying the benefits of being part of the District and the Capital Expenditures study findings and the DAB structure and representation will help them determine that.
 1. County Administrator, Don Krupp, responded to the comments regarding changes to the DAB Structure. He noted that Commissioner Savas has raised questions about the membership makeup of the DAB and that conversations have taken place about his concerns, however no formal proposals have been made or presented at this stage. The expectation would be that if Commissioner Savas wished to bring a proposal to the NCPRD Board he would first bring it to the DAB for discussion and approval prior to moving it forward.
 2. Commissioner Savas shared that he is working on several proposals which he would like to bring before both the County NCPRD Board and the DAB. He is anxious to see the numbers and results of the studies being completed for the Master Plan. He believes the 2004 Master Plan accurately described underserved areas, however since Happy Valley annexed in after the 2004 update, it is not reflected in the Master Plan. He believes they are being served very well, as a result of their SDC capital.
 3. Jason Tuck rebutted that Hood View, being portrayed as a “Happy Valley Park” in the media is incorrect. It is located in Happy Valley, however it is a regional facility.
 4. Commissioner Savas suggested that DAB representation included “elected” representation from the cities and should therefore have “elected” representation from the unincorporated as well. DAB members reminded Commissioner Savas that no one on the DAB is elected, they are each appointed. Though there may be elected official that are appointees, they could just as easily be citizen appointees.

4) Approval of Meeting Minutes:

Susan McCarty made the motion to approve the September 11, 2013 meeting minutes as prepared. David Noble seconded the motion. All in favor, none opposed.

5) Action Item: CCAB Member Reappointment and New Member Appointments:

Chair Bersie presented the DAB with the recommendation to re-appoint Denise Anderson and to additionally appoint new members Siri Bernard and Teena Hall, to the CCAB.

After significant recruitment efforts, these were the applicants chosen by the CCAB and voted on in a unanimous decision on October 11, 2013.

Lynn Fischer made the motion to approve the recommendations for reappointment. Mike Miller seconded the motion. Chair Bersie called for comments or questions amongst those present regarding the motion to approve. None were presented. Chair Bersie called for a vote. All in favor, none opposed.

Next Steps: The DAB Recommendation will be presented in a staff report to PGA who will then take the action before the NCPRD Board for approval.

6) Work Session: Master Plan Update

1. DRAFT Master Plan Update – Jeroen Kok

The Main Body of the DRAFT Master Plan was provided electronically and hard copies were available for DAB members who are interested.

- a. Phase 1 of the process involved significant information gathering and collecting feedback and input from the public. We utilized the consultants to conduct demographic & trend analysis, we completed an inventory of all parks and facilities, and performed a level of service analysis on each location. This phase also included a cost recovery analysis, and numerous outreach and stakeholder meetings at which DAB members were involved.
- b. Phase 2 was the task of continuing work with consultants as we were compiling survey results and developing the initial findings. We created the key issues matrix, updated the districts vision and mission statements, and continued regular check ins with the DAB and NCPRD Board
- c. Phase 3 – Where are we now? We are now at the “meat and potatoes” of the DRAFT Master Plan. The document does not currently include the Executive Summary or Chapter 7 – ‘Recommendations’. Both sections are still under review and will be provided within the next ten days.

NEXT STEPS: Those interested in reviewing the draft document are encouraged to do so. Please provide comments, red-lines, recommended language and format changes, etc. to Katie Dunham as soon as possible.

A Special Work Study Session of the DAB will be scheduled in two weeks (November 6th) to review the entire document including the additional pieces which will be provided for review prior to that work session. All DAB members who are available are encouraged to attend. Our regular business meeting will be postponed until the 20th of November due to the special work session schedule.

1) Community Engagement Plan – Karen Tolvstad

- i. Before we begin sharing the Master plan we need to share the NCPRD story.
- ii. October will be spent developing the community engagement calendar, developing the plan for a speakers bureau, and specific outreach.
- iii. As October closes out and we begin November the focus will transition to the NCPRD story development, developing fact sheets for presenters, identifying and engaging a ambassadors group, and continuing community listening sessions.
- iv. As the year draws to a close and the new year begins we will move into and remain in community outreach mode. Traveling DAB meetings and telling the NCPRD story will be a large part of our strategy.

2) Capital Expenditure History Presentation – Laura Zentner

- What is Cap Ex? – Capital assets valued at greater than \$5,000 with a life span greater than 1 year. It includes Parks, Facilities, & Trails. Expenditures include planning, design, engineering, construction, land acquisition etc. It does not include rolling stock.
- Why was this study needed and what does it help achieve? – This study helps to clear up confusion around NCRPD assets. Who owns them, who maintains them, who insures them? This study helps to identify how assets were funded, what sources of funding were utilized to develop those assets, and answers questions of equitable distribution across the district. It will help us to tell the story, create transparency, and guide our future.
- It was achieved by compiling a full history of expenditures utilizing archives, representing 22 years of history utilizing the audited financial statements.

NEXT STEPS:

- Staff will complete the GIS maps in 5 year increments showing how the capital assets were acquired and developed over the life of the district.
- Incorporate findings into the Master Plan and the NCPRD Story

3) Operational Revenue/Expense Update – Gary Barth

A detailed analysis of the tax revenue generated and expended is underway. The analysis will report on the geographic distribution of the tax revenue and expenses across the district. In order to get information on a neighborhood basis, the tax revenue and expense information is being reported by elementary school

boundaries. This report will supplement the Capital Expenditure and SDC revenue analysis to provide a complete picture of NCPRD's historical revenues and expenditures

4) Jennings Lodge Update – Gary Barth

A Jennings Lodge executive session is scheduled with the NCPRD Board for October 22. They will discuss the opportunity and potential real estate negotiations.

6) Division Reports:

1. Jeroen Kok provided a handout which provided a full update on active projects within the Planning Division. Highlights included: (See handout for additional details)
 - Trillium Park – Additional funding approved for construction contract
 - Hood View Playground – Bids over budget, project postponed
2. Kandi Ho provided a handout which provided a full update on active projects within the Recreation Division. Highlights included: (See handout for additional details)
 - Aquatic Park – Annual shut down for maintenance
 - Fields are very busy, some were temporarily shut down in September due to rain, but not severe.
 - Milwaukie Center – 600 currently enrolled in Fall term activities
3. Laura Zentner provided highlights in accounting and finance:
 - The NCPRD Audit will be completed in the next two weeks and circulated as soon as it is done.

7) Director's Comments –

1. The NCPRD Foundation we discussed and inquired about in the September meeting was confirmed to be defunct.
2. The Oak Grove boat launch issue has been in the news recently and will be discussed in issues at next week's County Board Session. This is not a district asset, however we are assisting with attempting to identify a resolution. DTD will take the lead.
3. The Trolley Trail segment 2 is still in negotiations with TriMet. We will keep the DAB informed as we continue to make progress.

8. NCPRD Board Members' Comments – None

9. Meeting adjourned at 6:05 p.m.



**DISTRICT ADVISORY BOARD
DIVISION REPORTS**

For the month of: November, 2013

Division name: Planning, Natural Resources and Maintenance

Jennings Lodge Retreat Center

- NCPRD staff attended a Board of County Commissioners executive session regarding the potential acquisition of some or all of the Retreat Center property for a future park. Options, financial information and potential next steps were discussed. The Board was not supportive of an effort to acquire the entire property. The Board was supportive of continue efforts to acquire a portion of the property for future use as a park, possibly in partnership with another purchaser.
- NCPRD sent a letter to the Evangelical Center indicating the District's continue interest, while cautioning the owners that our financial capabilities are currently very limited.
- Initial response was receptive to continued exploration of options.

Trillium Creek Park

- Construction work on the park has progressed nicely during the month of October. Site grading and clearing are complete. Installation of underground drainage and irrigation systems is also essentially done. Base rock has been installed in most areas that will eventually be paved. Building permits are under review for the play area concrete and rock wall, and the picnic shelter.

Hood View Park

- NCPRD staff met with HHPR staff on November 18 to develop potential alternative locations for the playground in an effort to avoid the high cost of protective netting. Relocating the play area will impact the overall site concept plan. The effort is intended to find a better (safer) location for the play area, locate it in an area that is accessible and has good visibility, and is also compatible with the immediately surround uses (existing and proposed). We'll share the alternative(s) with the DAB and then plan to re-bid the project in the spring.

Scouter Mountain

- Construction at Scouter Mountain is underway. Kevin Cayson will be attending regularly scheduled construction meetings as needed to monitor progress and provide input.
- Metro has been working with their design consultants and Sunrise Water District to evaluate options for parking in the vicinity of the large picnic shelter and along the road way leading into the park. Based on further engineering analysis and discussions with Sunrise Water senior managers, Metro has determined that the cost and liability of locating parking on top of the underground reservoir would be too expensive and risky. As a result, the area that had been identified for overflow parking to accommodate larger group events at the site has to be eliminated from



DISTRICT ADVISORY BOARD DIVISION REPORTS

consideration. Due to the topography of the site, parking will now be limited to approximately 50 total spots divided between two parking lots, with room for one bus. Final parking numbers are being developed for the design change. As a result, use of the picnic shelter will need to be managed to avoid over running the site with vehicles.

- The agreement for the public art project has been finalized and signed by all parties. The Clackamas County Arts Alliance will soon get the project solicitation and selection process underway.

Mt. Talbert Nature Park

- The restroom building was heavily damaged by arson late on Halloween night. Metro is the lead in accessing the damage, determining options for repair or replacement, and working with law enforcement and fire marshal staff to further investigate the incident. In the meantime, portable toilets have been placed at the site to serve park users. NCPRD maintenance staff was very responsive to the incident and had the park back open to the public by Friday afternoon.

Trolley Trail

- Discussions between ODOT, the contractor (and subcontractors), HHPR and NCPRD to settle the contractors claims are still underway.
- NCPRD and County Code Enforcement have implemented the new graffiti response program. Initial responses have been much more positive and effective in getting property owners to clean-up graffiti.

Milwaukie Parks

- Working with Milwaukie staff to finalize and RFP for the four park planning projects (Balfour, Bowman-Brae, Kronberg and Wichita) identified in our current year budget. Currently anticipate advertising the project for proposals in early December (after meeting with the Milwaukie PARB).

Seasonal Maintenance

- Leaf removal and mulching is in full swing at the parks.
- All irrigation systems have been winterized. Drinking fountains will be winterized as the forecast turn to freezing temperatures.
- Fall tree pruning is almost completed for the season.
- The restrooms at Stringfield and NCP will remain open year round.

Natural Areas Program Coordinator position

- NCPRD is soliciting applications to fill the currently vacant position that will assist the Natural Resources Coordinator (Tonia Burns), and will help to plan and implement projects and field work on District-owned natural areas and also on partner-owned natural areas under agreement with NCPRD (mainly County Water and Environmental Service and Oak Lodge Sanitary District). Tasks will include a wide variety of projects and assignments including assisting with natural resource



NORTH CLACKAMAS PARKS & RECREATION DISTRICT

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inventories, working with the GIS and Access databases, helping to manage volunteers, assisting with grant writing and management, and much more.

Natural Resource Program Highlights

- Access and GIS databases are being updated and completed to provide increased reporting capacities.
- Partnered with Willamette Riverkeeper and Milwaukie High School to collect Oregon White Oak survey data at Spring Park.
- Seasonal trail maintenance is underway at Mt. Talbert Nature Park.
- Fall control of specific invasive species such as knotweed, blackberry and most tree species is underway.
- Preparing for softwood stake and potted plant planting work at a variety of sites in December.



DISTRICT ADVISORY BOARD DIVISION REPORTS

For the month of: October 2013

North Clackamas Aquatic Park

Session I of fall swim lessons completed on October 24th with a total of 169 participants and Session II begins on November 4th. Fall Saturday swim lessons are underway with 123 participants enrolled.

The Piranhas swim team began on Monday, September 30th. The fall swim team consists of 74 swimmers. The Piranhas coaching staff also ran a High School pre-season program for swimmers planning to participate on their high school swim teams. Nearly twenty high school students participated in this program.

Over 350 patrons attended the extended Big Surf! swim on Friday, October 11th.

A partial facility rental and several lap lane rentals occurred this month.

Staff worked with vendor and upgraded our registration software. This improved our online registration look and process.

Recreation

Recreation staff has been busy developing programs for Winter/Spring 2014. New programs will include: Bucket Drumming, Singing and Songwriting and Spanish Conversation.

We have 55 youth participants for fall term that began in October. The new toddler class titled Stories, Craft and Music, filled and has a waitlist. Tiny Dancers is also very popular.

The Quilt Show Committee sold over \$300 worth of raffle tickets at the Quilt Expo and the Chili Cook off for Clackamas County. They have started designing next year's quilt. Save the date for the 20th Annual "Airing of the Quilts" Show on March 21-22, 2014.

Kandi Ho attended the National Recreation and Parks Association Congress in Houston. She attended sessions on programming, customer service, partnerships and pricing strategies. She also benefitted from networking with other Parks and Recreation Professionals.

Hoopers

The expansion of NCPRD's Hooper Basketball program from a first and second grade program to a kindergarten through eighth grade program has been nothing short of phenomenal! We currently have 727 boys and girls registered to participate. Registration for NCPRD's Micro (kindergarten) and Mini (first and second grade) closes on November 17th. We expect to top 800 participants when registration closes.

Practices for the Junior Hoopers (third and fourth grade) and Senior Hoopers (fifth, sixth, seventh and eighth grade) will begin on November 4th. With the growth of the Hooper Basketball program came the



DISTRICT ADVISORY BOARD DIVISION REPORTS

need for more facilities. In addition to the gymnasiums we currently use for NCPRD programming, Mt Scott Elementary and Hector Campbell Elementary, NCPRD has added the gymnasiums at Rock Creek Middle School (2), Oregon Trail Elementary, Sunnyside Elementary(2), Verne Duncan Elementary, Scouters Mountain Elementary and Spring Mountain Elementary for practices and games.

Coordinating all of the details of the largest NCPRD youth recreation program in the District has been no easy task. A Big kudos to our sports team; Joe Loomis, Shelli Vrabel and Jennifer House for the hard work and attention to detail on the Hooper Basketball program.

Cheer Starz

Online registration for Cheer Starz closes on November 17th. We currently have 90 cheerleaders enrolled in the Cheer Starz program an increase of 20 participants from last season. We anticipate we will exceed 100 participants when registration closes, Go Starz!

With the expansion of our Hooper Basketball program our Cheer Starz will now have more opportunities to display their cheer skills, YEAH!

Hood View Park

Rock Creek Middle School students took to the fields on most weekdays from 9 a.m. to 4 p.m. for their physical education classes. Our Wednesday morning Senior Softball League completed its third season at Hood View Park on Wednesday, October 30th. Monday thru Thursday evenings were bustling with local youth football practices and youth soccer practices/games. Friday nights were busy with our Fall Frenzy men and coed adult softball league games. Saturdays were jam-packed with adult softball tournaments and Sundays were full of activity with youth softball games during the day followed by NCPRD's coed and women's softball league games in the evenings.

The highlight of the October tournaments was the fourth annual Spooktacular coed tournament. Teams dressed in costumes and played by a different wacky rule each inning like running the bases backwards, a haunting good time was had by all!

North Clackamas Park Fields

The youth baseball and softball season officially came to an end on Sunday, October 27th. The fields at the North Clackamas Park complex shut down every year at the end of October and will re-open in March.

Pfeifer Park

On weeknights, Clackamas Youth Football and Clackamas United Soccer Club utilize the two fields for practices. On weekends, Clackamas United Soccer Club makes use of the fields for recreational and soccer games.

Alder Creek Middle School Turf Field

Weeknights on the Alder Creek field were busy with Milwaukie Youth Football, Putnam Youth Football, Thelo United Futbol, Milwaukie Soccer Club and Clackamas United Soccer Club practices.

Saturdays were busy all day with youth football games. Sundays were busy with local youth soccer games.



DISTRICT ADVISORY BOARD DIVISION REPORTS

Milwaukie High School Turf Field

NCPRD's youth fall flag football program completed its inaugural season on October 27th at Milwaukie High School. Sundays were busy with Milwaukie Soccer Club, Thelo United Futbol and Clackamas United Soccer games.

Rex Putnam High School Turf Field

On Saturdays, Putnam Youth Football kept the turf field busy with youth football games. The field was home to local youth soccer games on Sundays.

Extended Hours

We will be offering additional Big Surf! swims at the North Clackamas Aquatic Park on Nov. 11th from 1 to 5 p.m. and Nov. 29th from noon to 7 p.m.

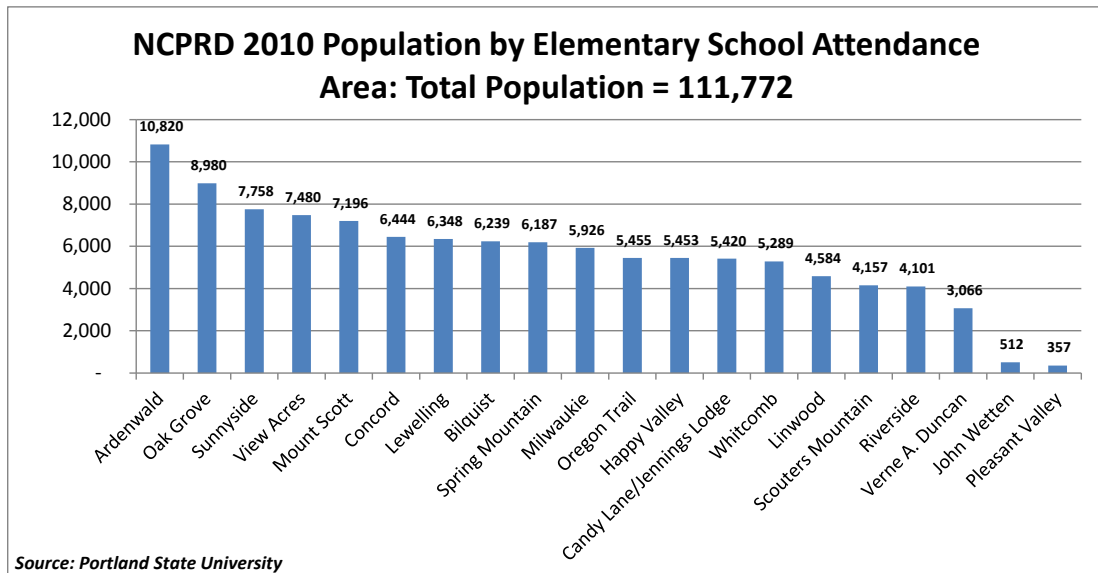
Event

Winterfest is Tuesday, December 10. The Ukulele Jam Group, the Milwaukie Center Singers and the Dicken's Carolers will be performing before Mr. and Mrs. Claus make their appearance. Non-perishable food items and toys are being collected for Fire District #1's Operation Santa Claus.

**North Clackamas Parks & Recreation District
 Geographic Net Revenue Estimate
 November 19, 2013 Briefing**

Population Allocation

- NCPRD total 2010 population per Census data from Nielsen/Claritas: 111,771
- 2013 NCPRD population estimate from Nielsen/Claritas: 114,732
 - Data suggests 2.65% population increase between 2010 and 2013
- 2007-2011 Census American Communities Survey population data by census tract allocated to NCPRD by County staff = 116,436
- Methodology to allocate population to ESAA
 - Identified residential master address file (MAF) points within each ESAA
 - Used the proportion total MAF points by ESAA to allocate NCPRD’s estimated total 2010 population to specific ESAAs

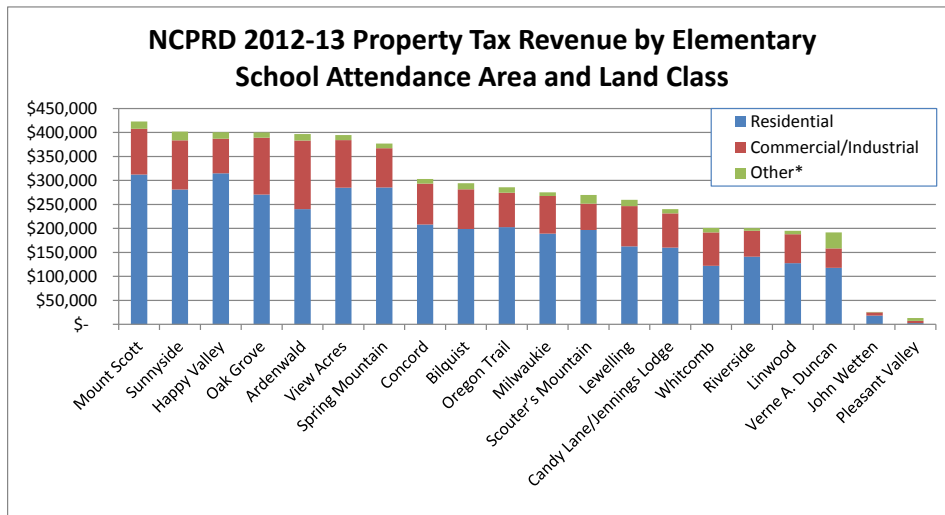


**North Clackamas Parks & Recreation District
Geographic Net Revenue Estimate
November 19, 2013 Briefing**

Property Tax Revenue Allocation

- Obtained 2012-13 Property tax revenue by parcel data from County Assessor
- Obtained tax parcels by elementary school attendance area (ESAA) from GIS
- Matched parcel data from the ESAA with property tax revenue to identify 2012-13 property tax revenue by ESAA
- Extracted property tax revenue by land classification for each ESAA
- Allocated residential tax revenue to the originating ESAA
- Allocated tax revenue from commercial and industrial properties to ESAAs based on total NCPRD population
- Allocated taxes from personal property and utility property using population

Elementary School Attendance Area	Residential	Commercial/Industrial		Other*	Total
		Industrial			
Ardenwald	\$ 240,132	\$ 142,919	\$ 13,406	\$ 396,457	
Bilquist	\$ 198,884	\$ 82,410	\$ 12,793	\$ 294,087	
Candy Lane/Jennings Lodge	\$ 159,876	\$ 71,592	\$ 8,617	\$ 240,084	
Concord	\$ 208,303	\$ 85,117	\$ 9,746	\$ 303,167	
Happy Valley	\$ 314,716	\$ 72,028	\$ 13,683	\$ 400,427	
John Wetten	\$ 18,244	\$ 6,763	\$ 957	\$ 25,964	
Lewelling	\$ 162,724	\$ 83,849	\$ 12,845	\$ 259,418	
Linwood	\$ 127,400	\$ 60,549	\$ 7,226	\$ 195,174	
Milwaukie	\$ 189,204	\$ 78,275	\$ 7,508	\$ 274,988	
Mount Scott	\$ 312,470	\$ 95,050	\$ 15,152	\$ 422,672	
Oak Grove	\$ 270,350	\$ 118,615	\$ 11,030	\$ 399,995	
Oregon Trail	\$ 202,422	\$ 72,054	\$ 11,405	\$ 285,880	
Pleasant Valley	\$ 2,612	\$ 4,716	\$ 5,765	\$ 13,092	
Riverside	\$ 140,979	\$ 54,169	\$ 5,292	\$ 200,441	
Scouter's Mountain	\$ 196,621	\$ 54,909	\$ 18,248	\$ 269,778	
Spring Mountain	\$ 285,283	\$ 81,723	\$ 9,996	\$ 377,002	
Sunnyside	\$ 280,988	\$ 102,474	\$ 18,170	\$ 401,632	
Verne A. Duncan	\$ 118,021	\$ 40,498	\$ 33,062	\$ 191,582	
View Acres	\$ 285,061	\$ 98,802	\$ 10,779	\$ 394,641	
Whitcomb	\$ 121,864	\$ 69,861	\$ 9,099	\$ 200,825	
Total	\$ 3,836,152	\$ 1,476,373	\$ 234,779	\$ 5,547,304	
Share of Total	69.2%	26.6%	4.2%	100.0%	



North Clackamas Parks & Recreation District
Geographic Net Revenue Estimate
November 19, 2013 Briefing

Net Expense Allocation

- Identified total 2012-13 revenue and expense by department using NCPRD preliminary financial reports
 - Separated debt service and replacement reserves from Administration
- Allocated Administration expenses net of dedicated revenues to other departments based on total expenditures
- Reduced department expenses by dedicated revenue to obtain net tax supported expenses by department (Note: Total tax revenue = \$5,547,304)

<u>Department or Program</u>	<u>Net Expense¹</u>	<u>%</u>	<u>Allocation Factor</u>
Debt Service	\$ 500,000	9.2%	Population of ESAA
Asset Replacement Reserves	\$ 357,400	6.6%	50% Population; 50% Park Acres
Maintenance Services	\$ 1,764,330	32.5%	Park Maintenance Estimate ²
Recreation Services	\$ 415,554	7.7%	Population of ESAA
Milwaukie Center	\$ 608,218	11.2%	Population of ESAA
Aquatic Center	\$ 860,949	15.9%	Population of ESAA
Marketing and Communications	\$ 306,411	5.6%	Population of ESAA
Planning	\$ 157,878	2.9%	Population of ESAA
Natural Resources	\$ 455,669	8.4%	Population of ESAA
Total	\$ 5,426,409	100%	

1) Includes NCPRD and County administrative costs; Net of direct revenue

2) A portion of the cost of regional parks allocated using population

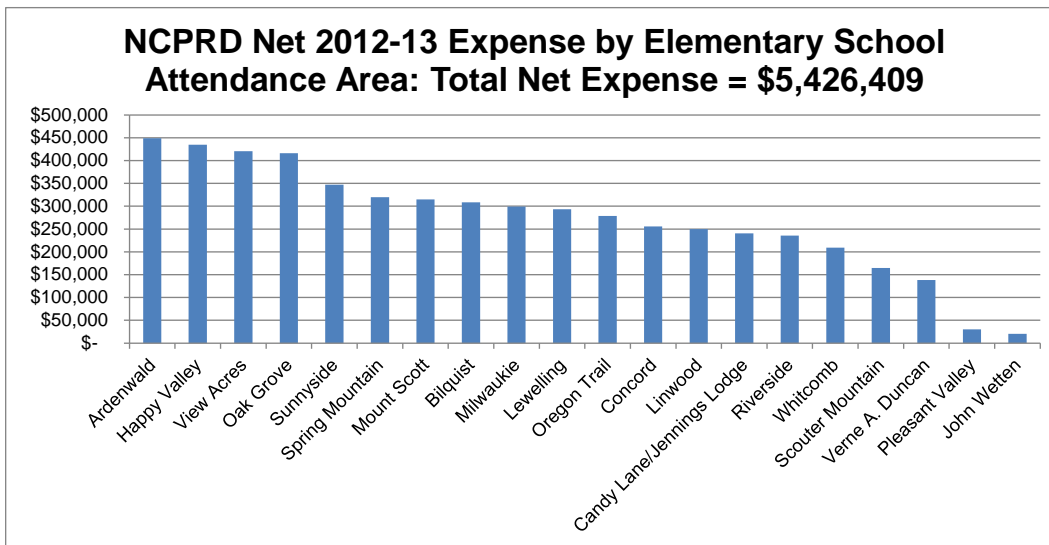
- Allocated net department expenses to ESAA using the following allocation methods
- Park and trail maintenance expenses allocated using direct maintenance costs for each park based in on where they are located except
 - Trolley Trail maintenance costs allocated 70% based on estimated location of trail miles and 30% based on population
 - Hoodview and Mt. Talbert Nature Park maintenance costs allocated to all ESAAs based on population
 - North Clackamas park maintenance costs allocated 75% based on population and 25% based on location
 - Happy Valley park maintenance costs allocated based on estimated acreage in Happy Valley (80.3%) and Spring Mountain (19.7%) ESAAs
- Analysis excludes Nutrition and Transportation programs

**North Clackamas Parks & Recreation District
 Geographic Net Revenue Estimate
 November 19, 2013 Briefing**

Park and Trail Maintenance Expense Allocation

Elementary School Attendance Area	Est. Maint Costs	Share of Costs
Ardenwald	\$ 98,048	5.6%
Bilquist	\$ 103,862	5.9%
Candy Lane/Jennings Lodge	\$ 63,931	3.6%
Concord	\$ 47,427	2.7%
Happy Valley	\$ 247,889	14.1%
John Wetten	\$ 3,718	0.2%
Lewelling	\$ 86,158	4.9%
Linwood	\$ 98,314	5.6%
Milwaukie	\$ 104,496	5.9%
Mount Scott	\$ 80,938	4.6%
Oak Grove	\$ 122,918	7.0%
Oregon Trail	\$ 99,461	5.6%
Pleasant Valley	\$ 17,753	1.0%
Riverside	\$ 99,298	5.6%
Scouter Mountain	\$ 30,184	1.7%
Spring Mountain	\$ 115,944	6.6%
Sunnyside	\$ 94,550	5.4%
Verne A. Duncan	\$ 38,459	2.2%
View Acres	\$ 172,580	9.8%
Whitcomb	\$ 38,404	2.2%
Total	\$ 1,764,330	100%

Total Net Expense Allocation

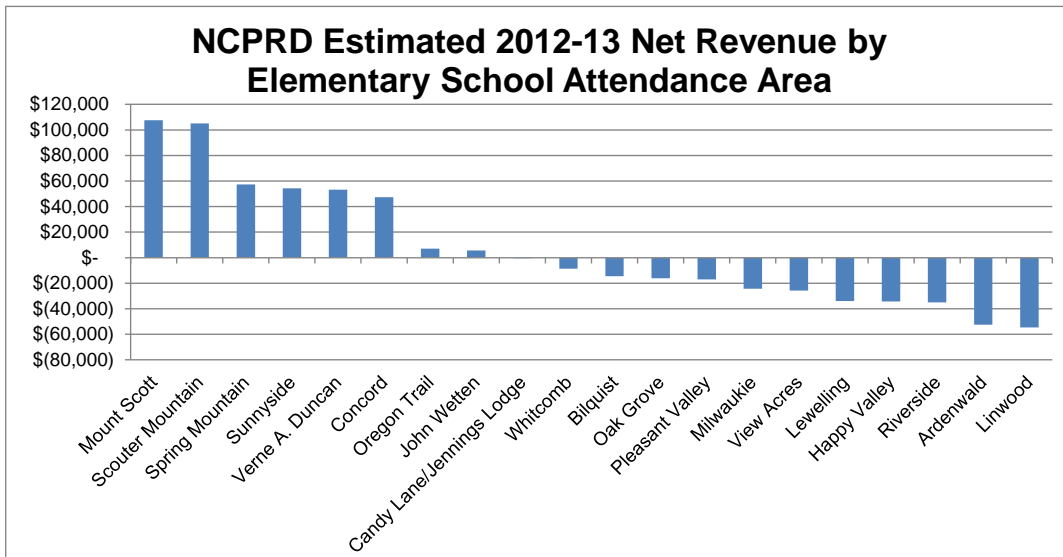


**North Clackamas Parks & Recreation District
Geographic Net Revenue Estimate
November 19, 2013 Briefing**

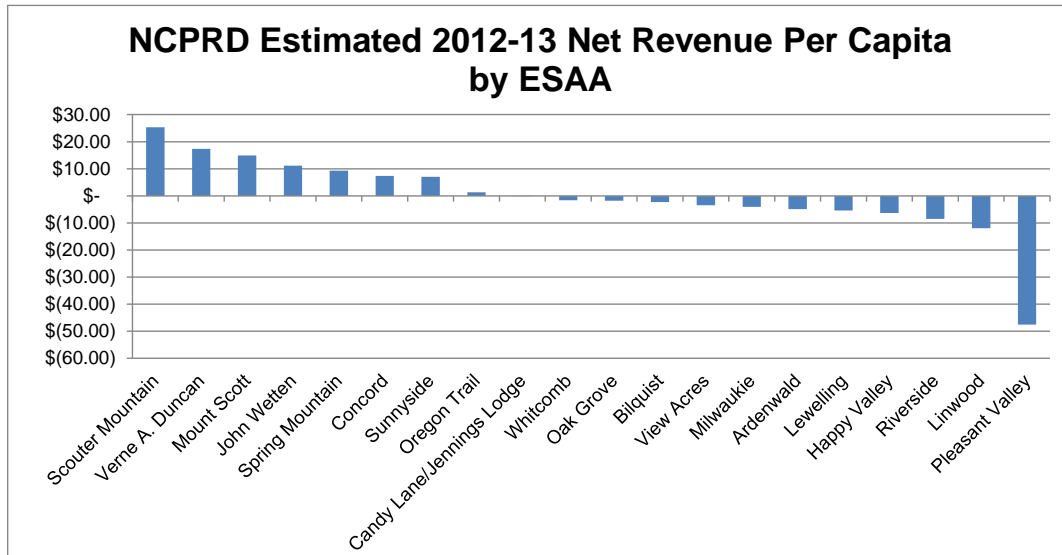
Property Tax Revenue and Net Expense by ESAA

- Summary of estimated property tax revenue and net expense by ESAA

Elementary School Attendance Area	Tax Revenue	Net Expense	Difference
Ardenwald	\$ 396,457	\$ 448,869	\$ (52,412)
Bilquist	\$ 294,087	\$ 308,548	\$ (14,460)
Candy Lane/Jennings Lodge	\$ 240,084	\$ 240,415	\$ (331)
Concord	\$ 303,167	\$ 255,808	\$ 47,359
Happy Valley	\$ 400,427	\$ 434,745	\$ (34,318)
John Wetten	\$ 25,964	\$ 20,272	\$ 5,692
Lewelling	\$ 259,418	\$ 293,432	\$ (34,013)
Linwood	\$ 195,174	\$ 249,818	\$ (54,644)
Milwaukie	\$ 274,988	\$ 299,209	\$ (24,222)
Mount Scott	\$ 422,672	\$ 315,053	\$ 107,620
Oak Grove	\$ 399,995	\$ 416,183	\$ (16,188)
Oregon Trail	\$ 285,880	\$ 278,864	\$ 7,016
Pleasant Valley	\$ 13,092	\$ 30,063	\$ (16,971)
Riverside	\$ 200,441	\$ 235,412	\$ (34,972)
Scouter Mountain	\$ 269,778	\$ 164,589	\$ 105,189
Spring Mountain	\$ 377,002	\$ 319,579	\$ 57,422
Sunnyside	\$ 401,632	\$ 347,318	\$ 54,314
Verne A. Duncan	\$ 191,582	\$ 138,410	\$ 53,172
View Acres	\$ 394,641	\$ 420,414	\$ (25,773)
Whitcomb	\$ 200,825	\$ 209,409	\$ (8,584)
Total	\$ 5,547,304	\$ 5,426,409	\$ 120,895
<i>Average (excl Pleasant Valley & J. Wetten)</i>	\$ 306,014	\$ 298,671	\$ 7,343



**North Clackamas Parks & Recreation District
 Geographic Net Revenue Estimate
 November 19, 2013 Briefing**



SDC Revenue Analysis

- Property tax revenue by SDC zone and land class
 - Commercial and industrial property taxes by location of property – not allocated based on population

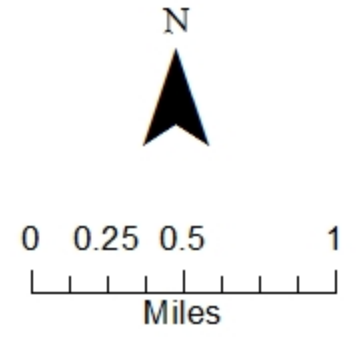
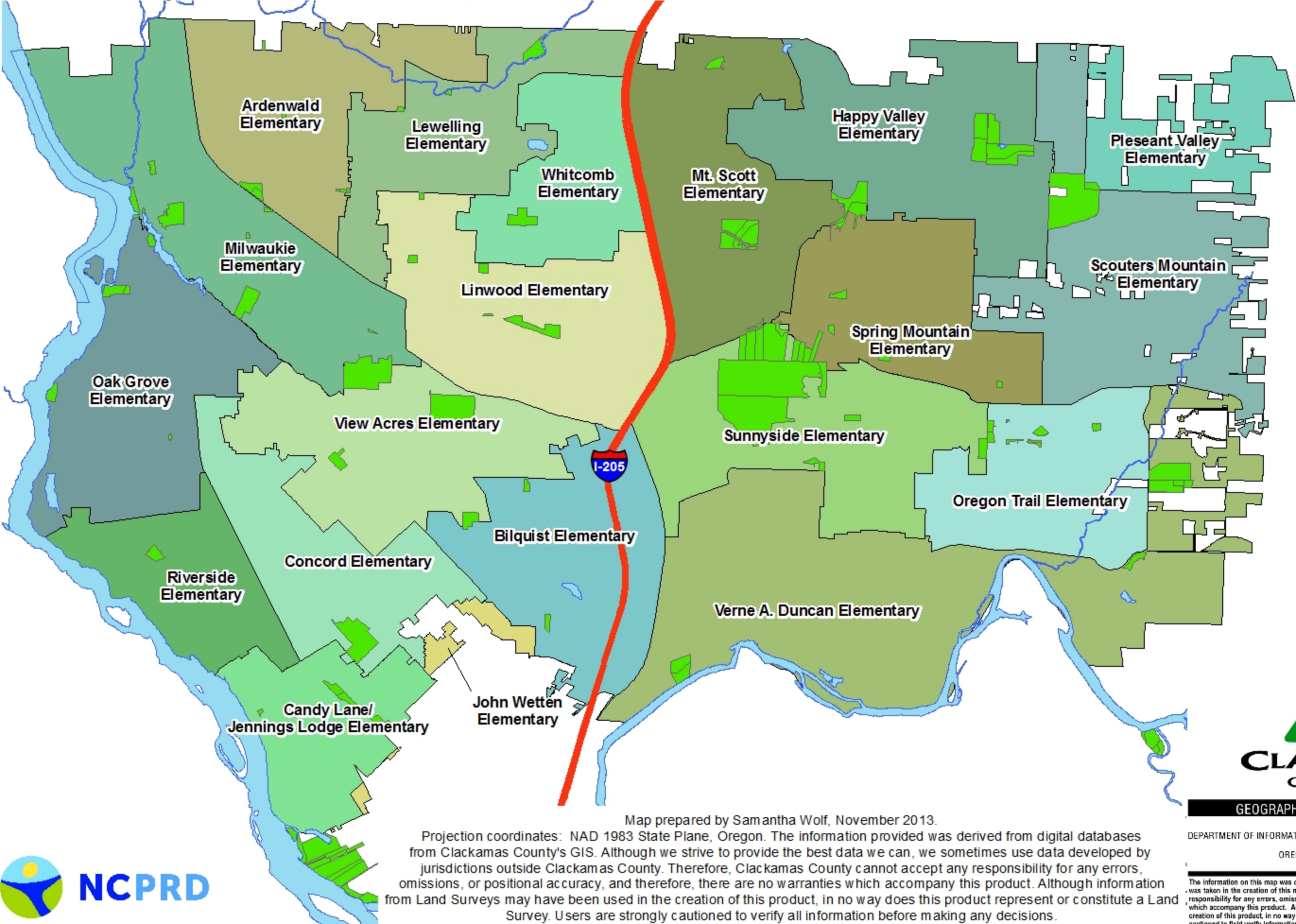
<u>SDC Zone</u>	<u>Residential</u>	<u>Commercial</u>	<u>Industrial</u>	<u>Other</u>	<u>Total *</u>	<u>Share</u>
Zone 1	\$ 578,186	\$ 80,352	\$ 120,644	\$ 386	\$ 779,568	14.4%
Zone 2	\$ 1,527,669	\$ 617,980	\$ 118,440	\$ 16,936	\$ 2,281,025	42.1%
Zone 3	\$ 1,591,414	\$ 233,957	\$ 297,656	\$ 79,361	\$ 2,202,388	40.7%
Zone 3A	\$ 138,098	\$ 11,324	\$ 179	\$ 585	\$ 150,186	2.8%
Totals	\$ 3,835,367	\$ 943,613	\$ 536,919	\$ 97,268	\$ 5,413,167	100%

* Excludes taxes paid on personal property, utility property and miscellaneous other property.

- SDC revenue by SDC Zone: 2007-08 through 2011-12

<u>SDC Zone</u>	<u>Total</u>	<u>Share</u>
Zone 1	\$ 13,082	0.3%
Zone 2	\$ 885,316	22.0%
Zone 3 & 3A	\$ 3,127,235	77.7%
Totals	\$ 4,025,633	100%

Elementary School Attendance Areas within NCPRD



GEOGRAPHIC INFORMATION SYSTEMS

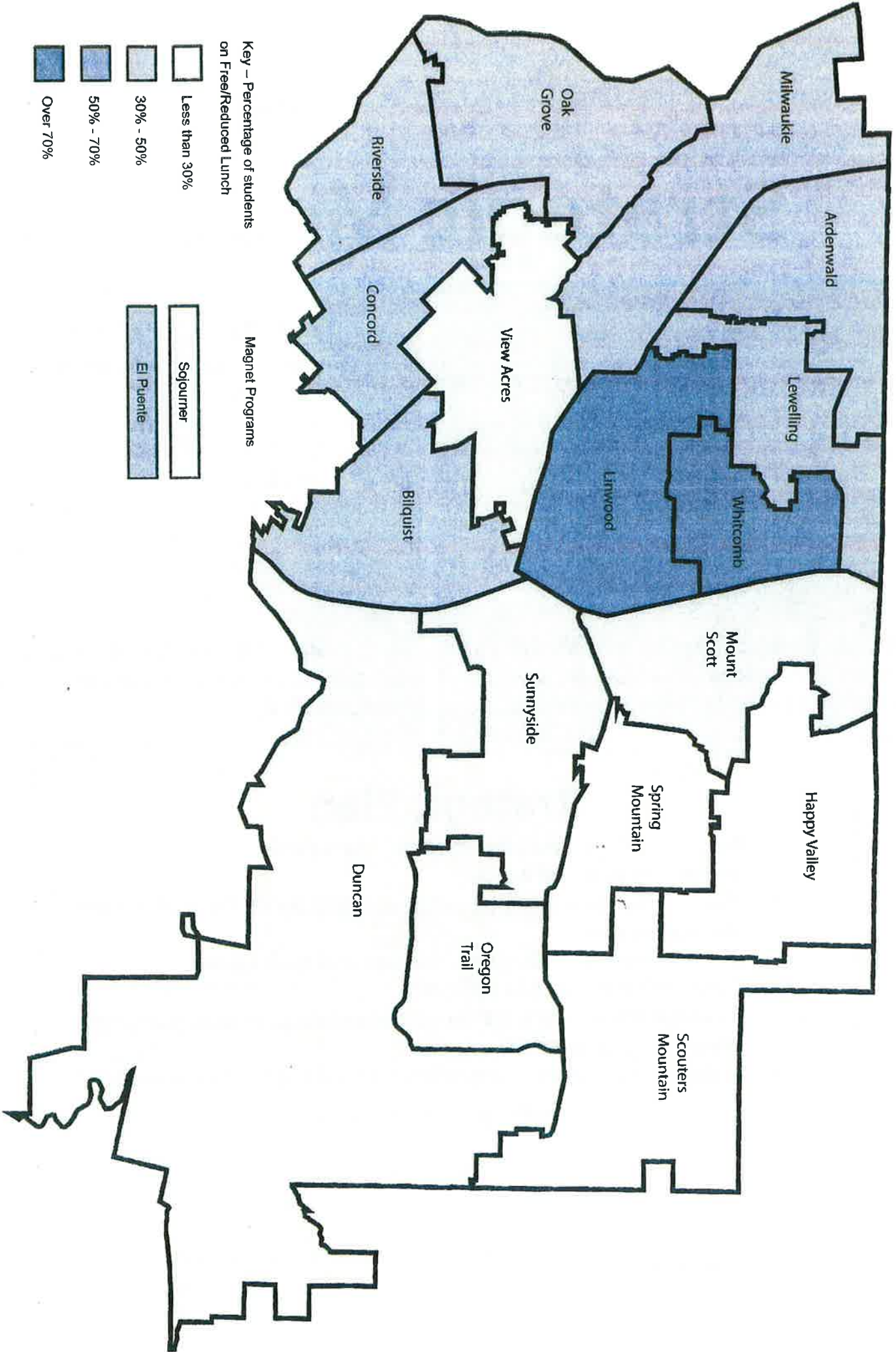
DEPARTMENT OF INFORMATION SERVICES/GEOGRAPHIC INFORMATION SYSTEMS
121 LIBRARY COURT
OREGON CITY, OREGON 97045

Map prepared by Samantha Wolf, November 2013.

Projection coordinates: NAD 1983 State Plane, Oregon. The information provided was derived from digital databases from Clackamas County's GIS. Although we strive to provide the best data we can, we sometimes use data developed by jurisdictions outside Clackamas County. Therefore, Clackamas County cannot accept any responsibility for any errors, omissions, or positional accuracy, and therefore, there are no warranties which accompany this product. Although information from Land Surveys may have been used in the creation of this product, in no way does this product represent or constitute a Land Survey. Users are strongly cautioned to verify all information before making any decisions.

The information on this map was derived from digital databases from Clackamas County's GIS. Care was taken in the creation of this map but is provided "as is". Clackamas County cannot accept any responsibility for any errors, omissions, or positional accuracy, and therefore, there are no warranties which accompany this product. Although information from Land Surveys may have been used in the creation of this product, in no way does this product represent or constitute a Land Survey. Users are cautioned to field verify information on this product before making any decisions.





Key - Percentage of students on Free/Reduced Lunch

- Less than 30%
- 30% - 50%
- 50% - 70%
- Over 70%

Magnet Programs

- Sojourner
- El Puento

Geographic Net Revenue Analysis

NCPRD District Advisory Board

November 20, 2013





Agenda

- Project Objectives & Approach
- Geographic Analysis
- Conclusions/Limitations



Project Objectives & Approach

Project Team

- Gary Barth & Laura Zentner from NCPRD
- Samantha Wolf
 - Portland State University Hatfield School of Government Fellow
- Paul Lewis – Consultant
 - Former city Finance Director and former Deloitte & Touché project manager



Project Objectives & Approach

Project Objectives

- Develop a methodology to assess the balance of revenues and expenses in various areas within NCPRD
- Analyze FY 2012-13 net revenue by geographic area to inform future resource generation and allocation strategies



Project Objectives & Approach

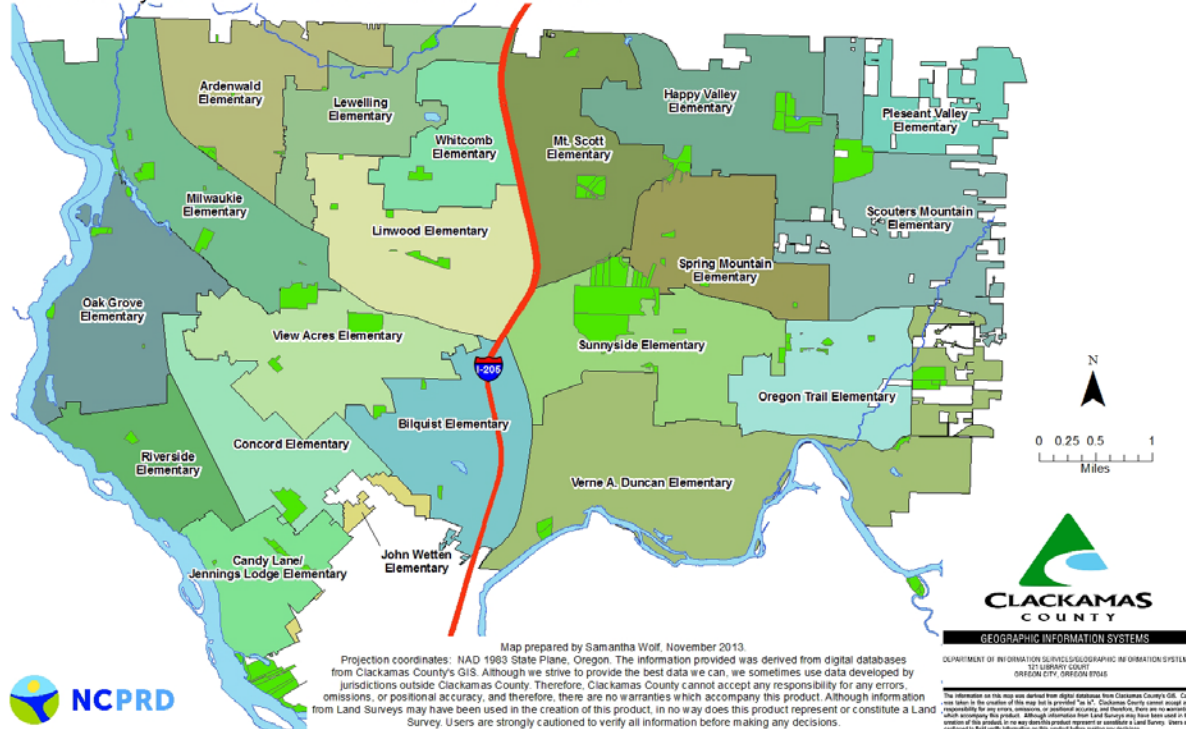
Selection of Geographic Areas

- Considered several different types of geographic areas including census designated places and CPOs
- Used elementary school attendance areas (ESAA)
 - Established “neighborhoods”
 - Generally similar population

Project Objectives & Approach

Selection of Geographic Areas

Elementary School Attendance Areas within NCPRD





Project Objectives & Approach

NCPRD Population Allocation

- NCPRD total 2010 population per Census data and Nielsen/Claritas: 111,772
- Allocated to ESAA's using residential master address file (MAF) points within each ESAA based on the county's GIS system and ESAA boundaries



Project Objectives & Approach

NCPRD Tax Revenue Allocation

- Tax parcels, valuation and taxes paid identified by ESAA
- Taxes paid on residential valuation assigned to their “home” ESAA
- Taxes on commercial, industrial, personal and utility property allocated to ESAAs based on population

Project Objectives & Approach

Revenue Allocation Summary

<u>Revenue Source</u>	<u>Amount</u>	<u>%</u>	<u>Allocation Factor</u>
Residential Property Tax	\$ 3,836,152	49.4%	Home ESAA
Commercial & Industrial Property Tax	\$ 1,480,532	19.1%	Population of ESAA
Personal and Utility Property Tax	\$ 97,268	1.3%	Population of ESAA
Direct Program Revenue	\$ 2,344,920	30.2%	Offset to Program Expenses
Total	\$ 7,758,872	100%	
Total Less Direct Program Revenue	\$ 5,413,952		



Project Objectives & Approach

Expense Allocation Summary

- Administration allocated to departments based on net expense
- Maintenance allocated based on park location and location and population for regional facilities
- All other “regional” facilities & services costs allocated based on population

Project Objectives & Approach

Expense Allocation Summary

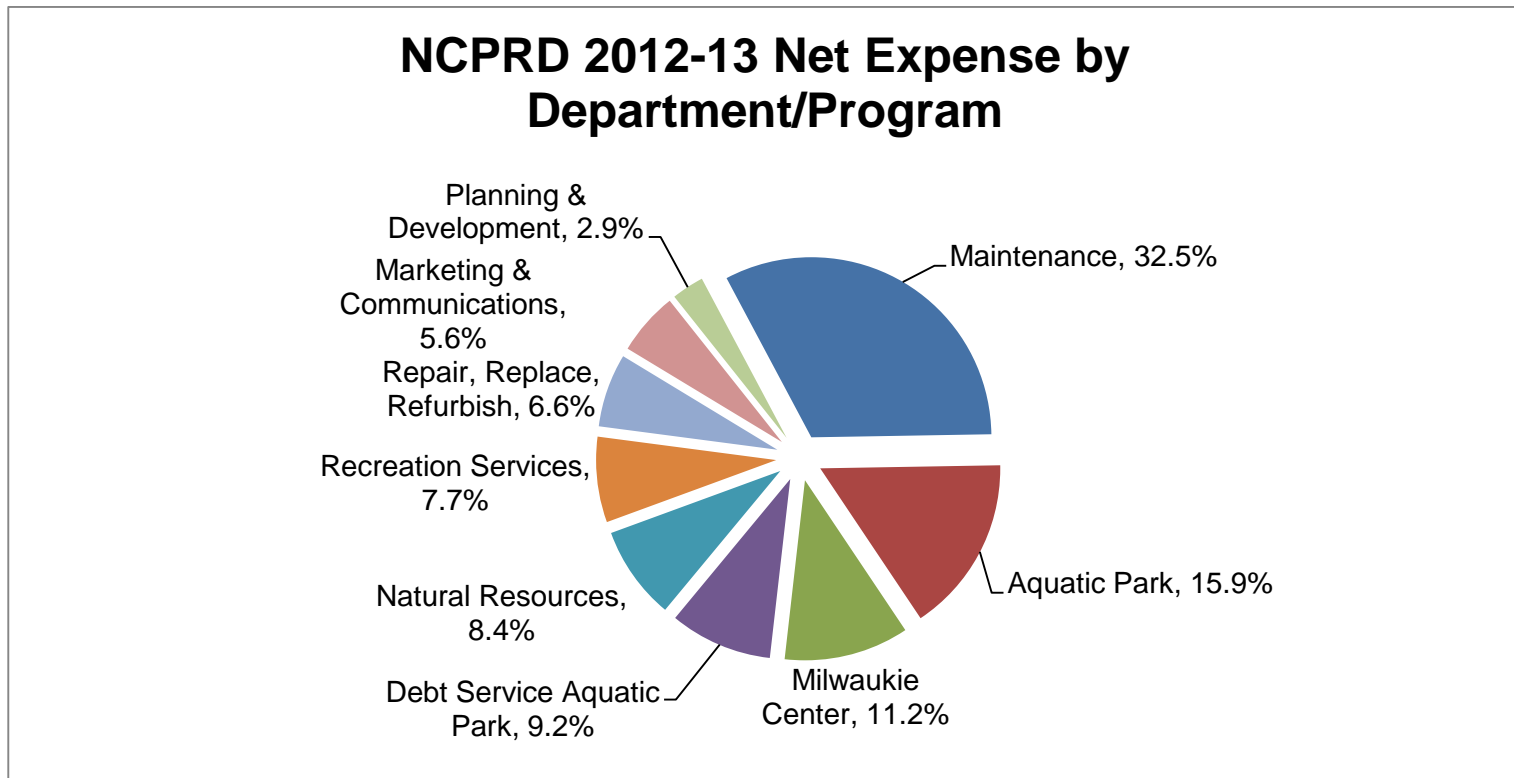
<u>Department or Program</u>	<u>Net Expense¹</u>	<u>%</u>	<u>Allocation Factor</u>
Debt Service	\$ 500,000	9.2%	Population of ESAA
Asset Replacement Reserves	\$ 357,400	6.6%	50% Population; 50% Park Acres
Maintenance Services	\$ 1,764,330	32.5%	Park Maintenance Estimate ²
Recreation Services	\$ 415,554	7.7%	Population of ESAA
Milwaukie Center	\$ 608,218	11.2%	Population of ESAA
Aquatic Center	\$ 860,949	15.9%	Population of ESAA
Marketing and Communications	\$ 306,411	5.6%	Population of ESAA
Planning	\$ 157,878	2.9%	Population of ESAA
Natural Resources	\$ 455,669	8.4%	Population of ESAA
Total	\$ 5,426,409	100%	

1) Includes NCPRD and County administrative costs; Net of direct revenue

2) A portion of the cost of regional parks allocated using population

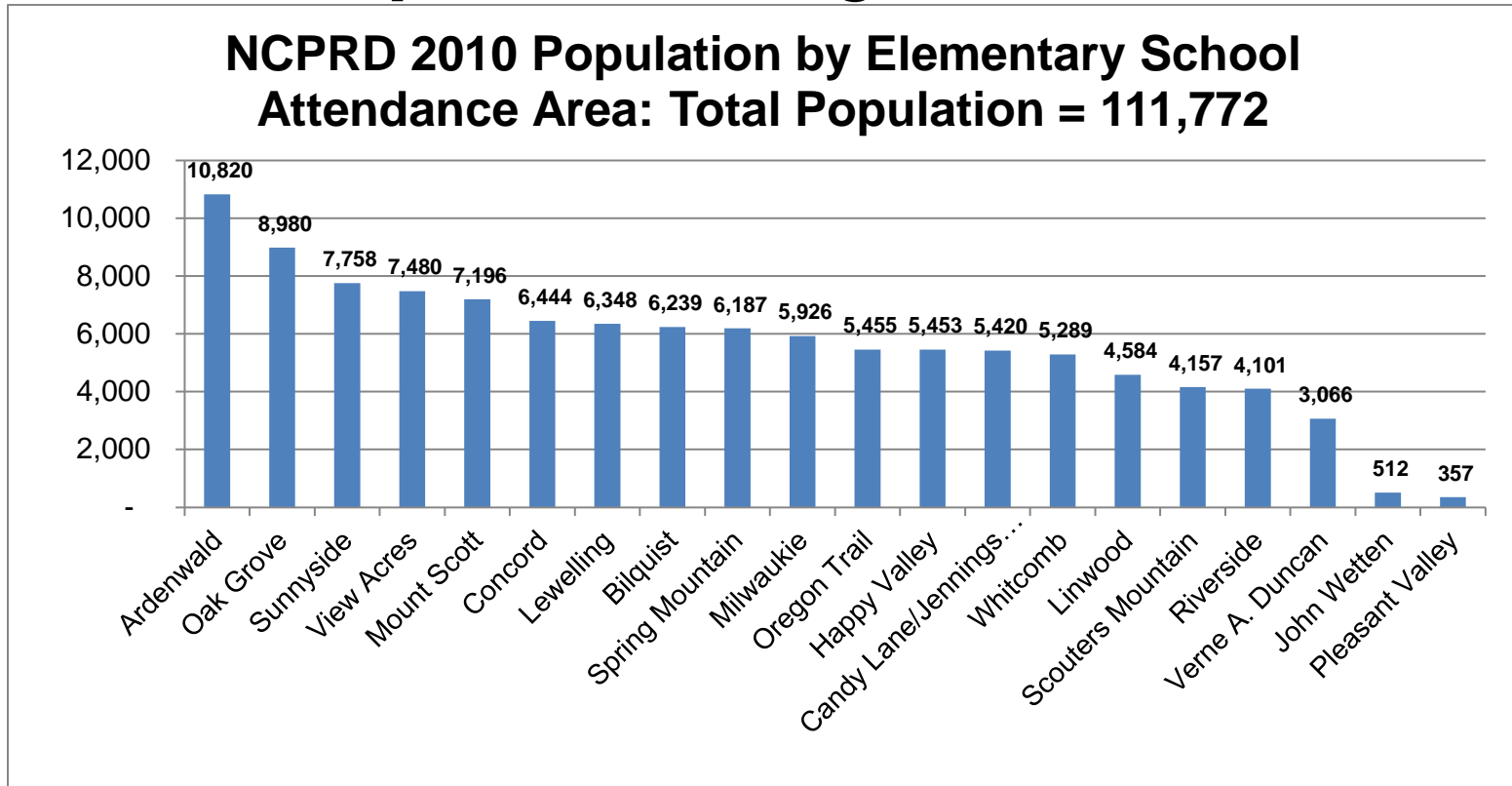
Project Objectives & Approach

Expense Allocation Summary



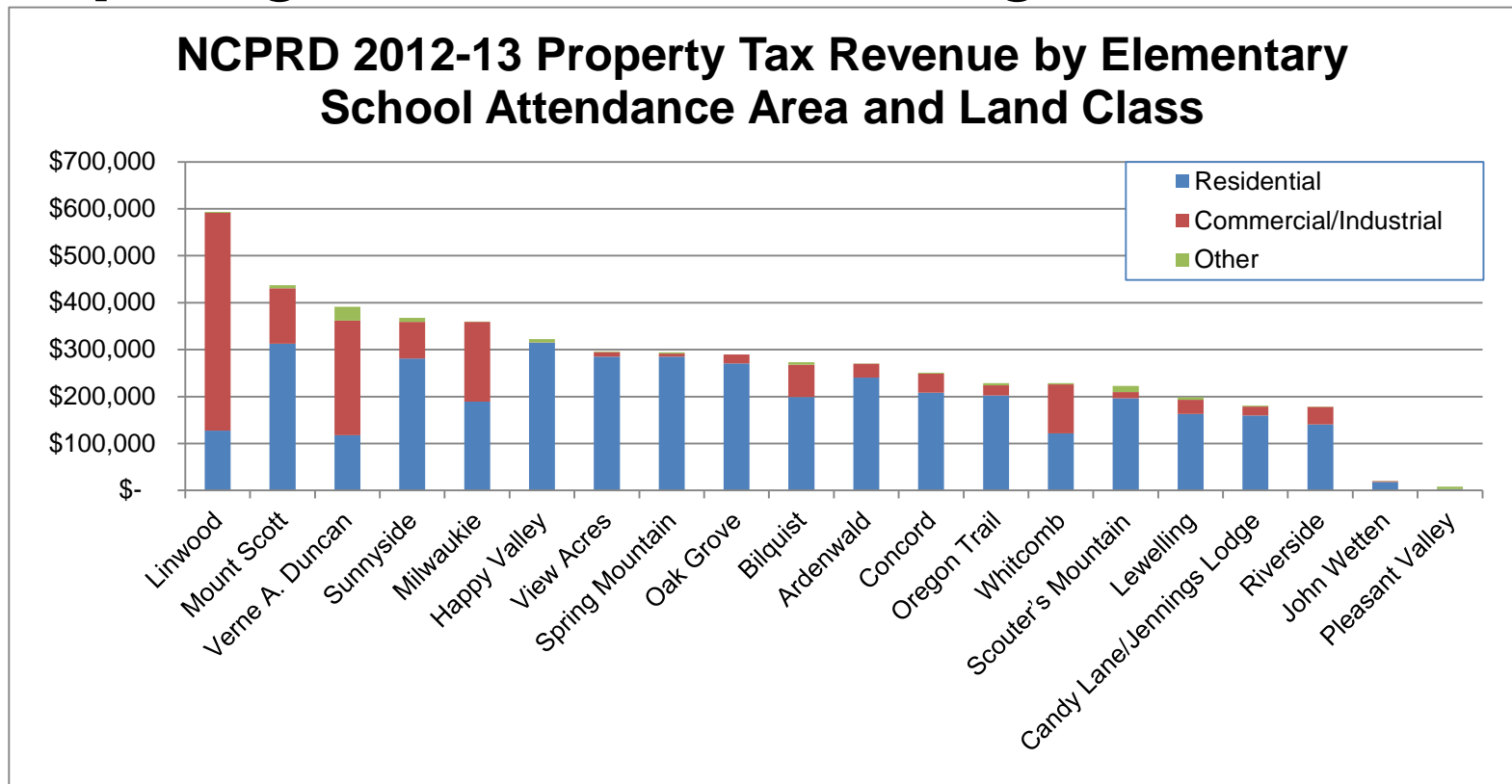
Geographic Analysis

N CPRD Population by ESAA



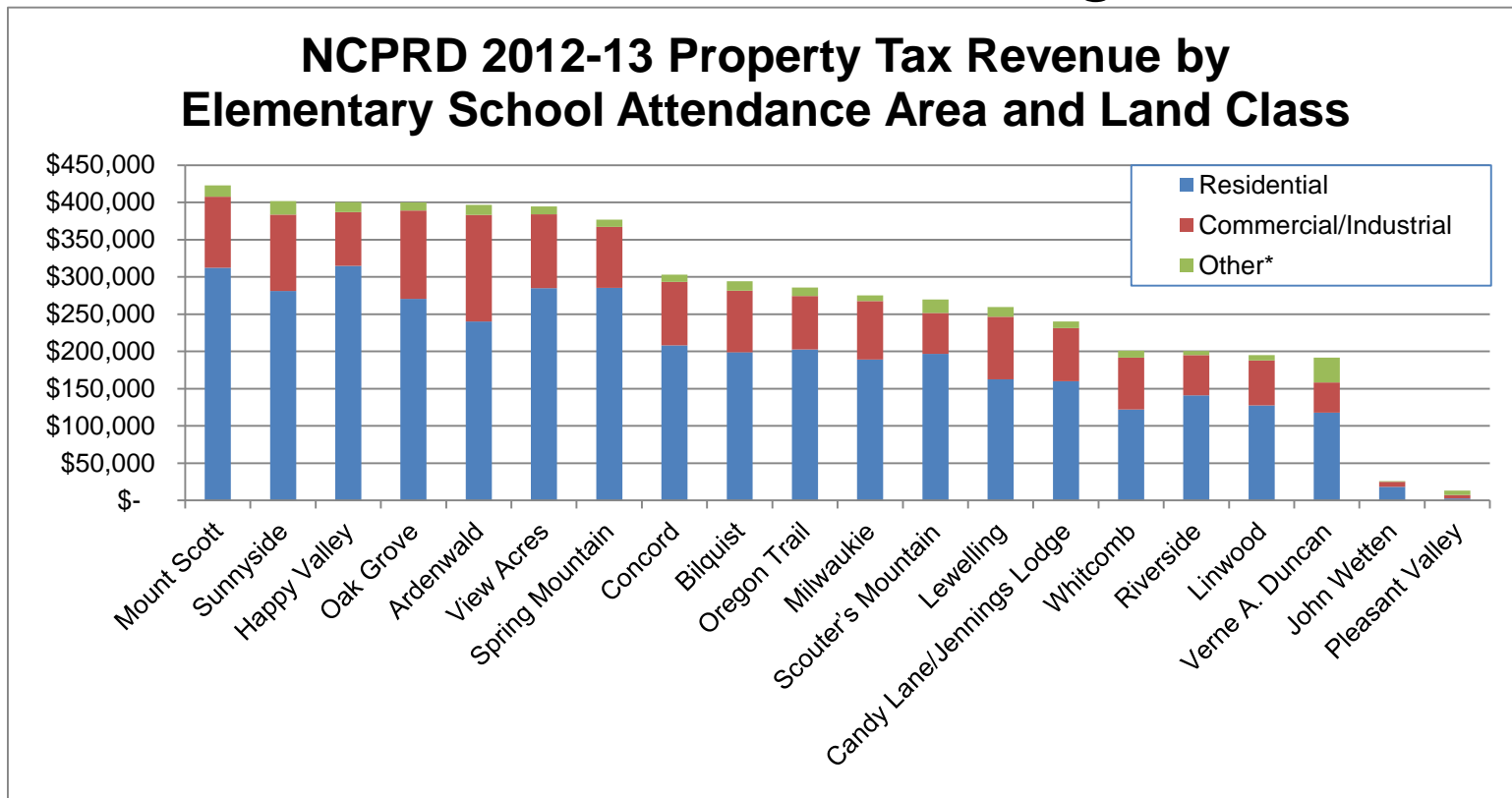
Geographic Analysis

Property Tax Revenue by ESAA



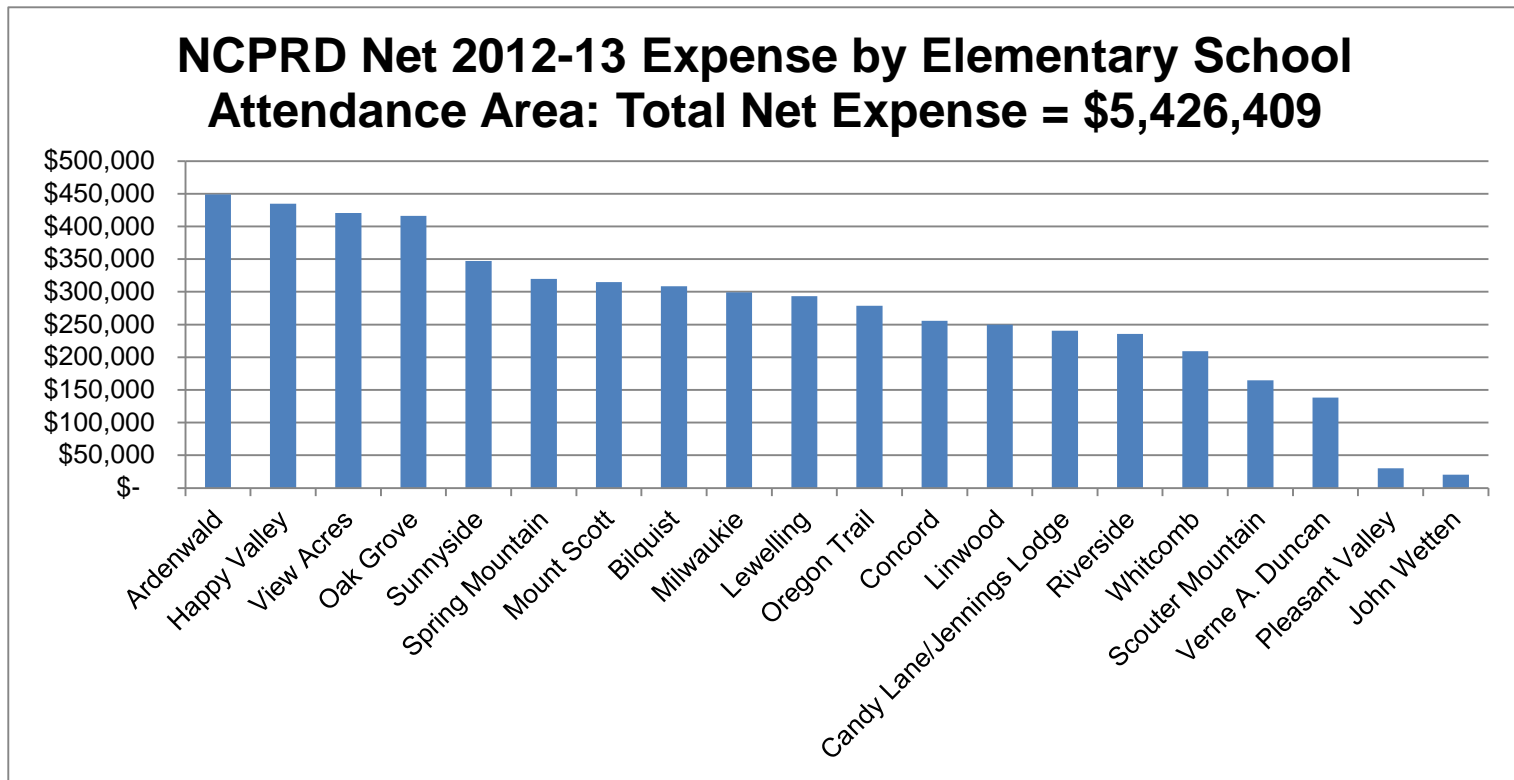
Geographic Analysis

Allocated Tax Revenue by ESAA



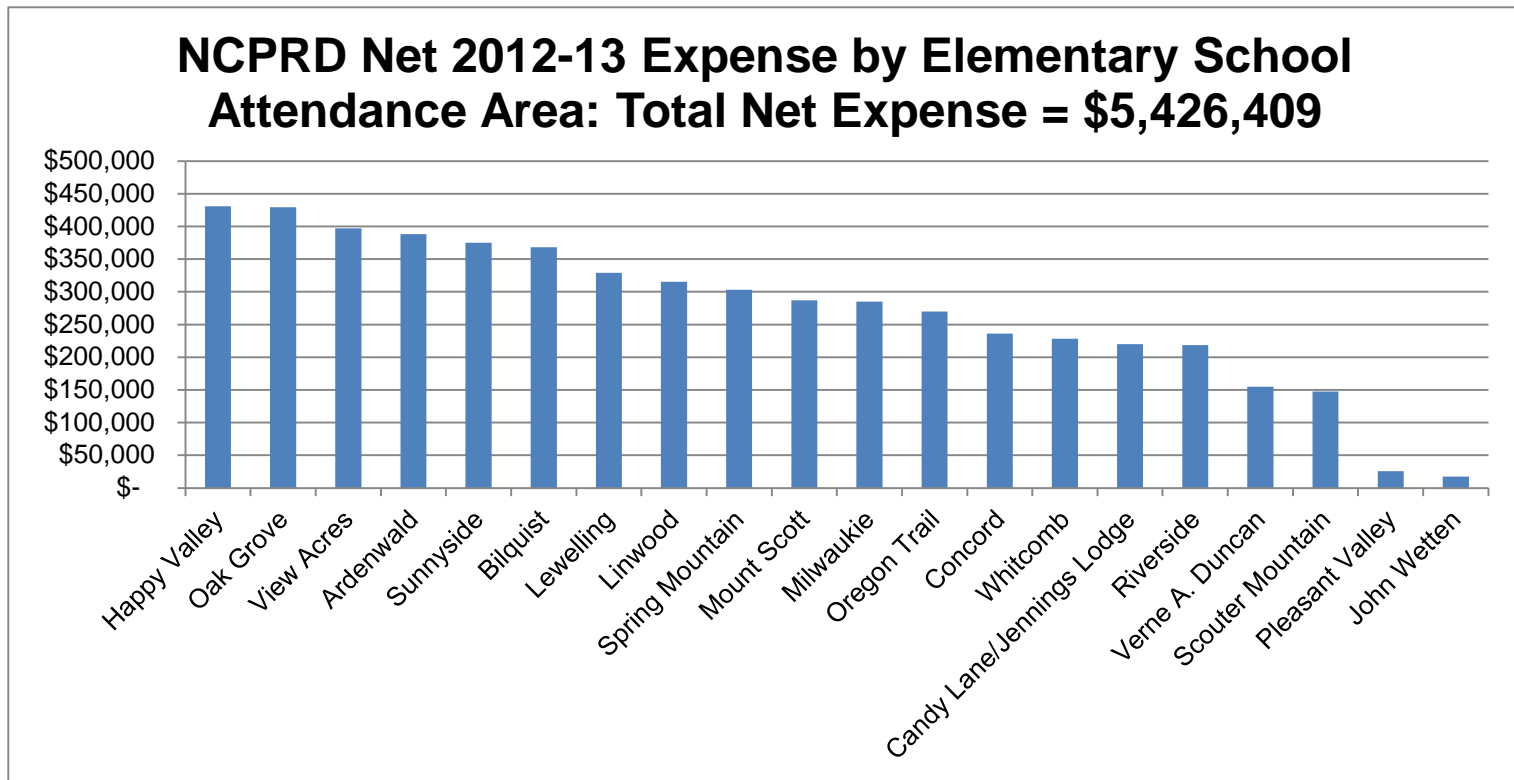
Geographic Analysis

Park Maintenance Expense by ESAA



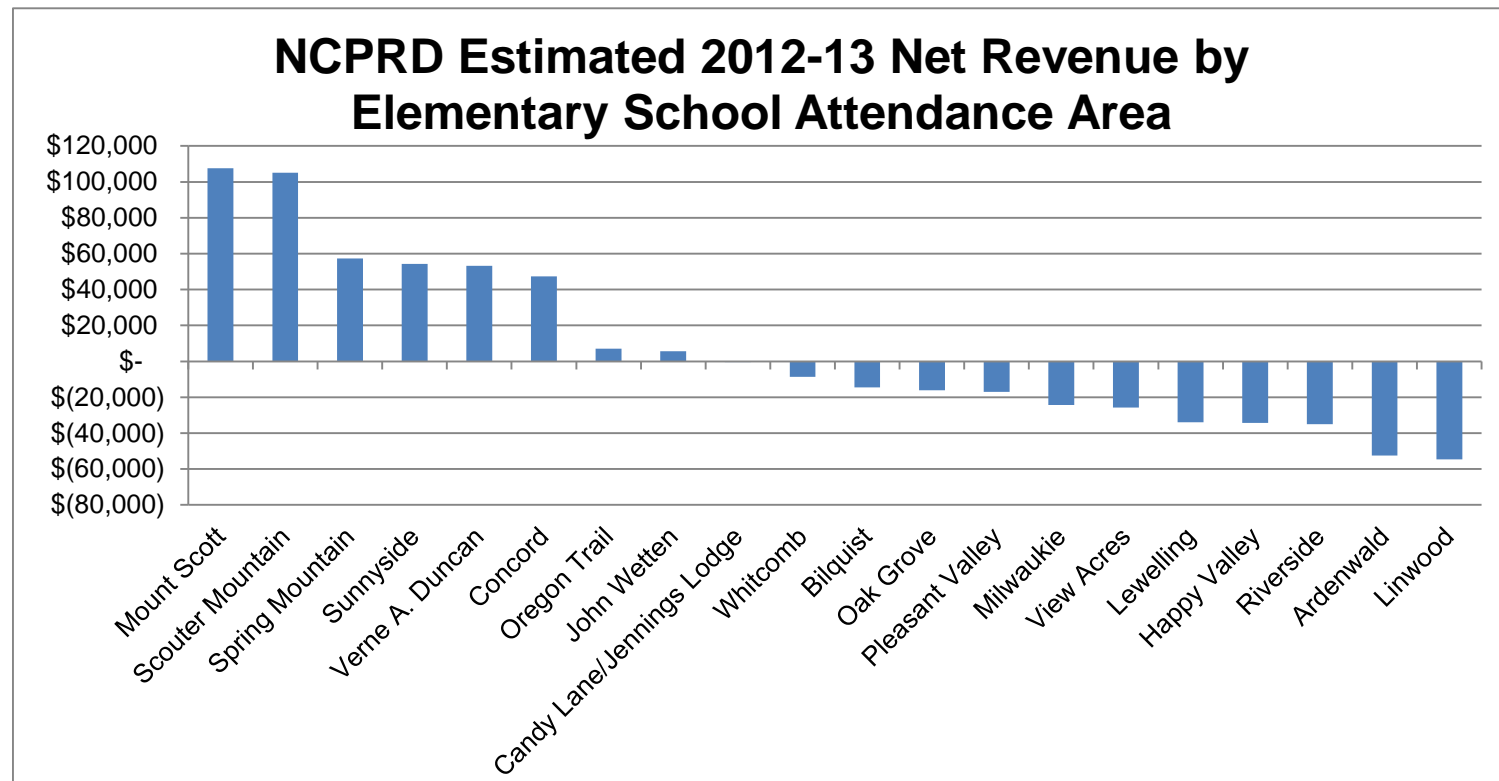
Geographic Analysis

Total Net Operating Expense by ESAA



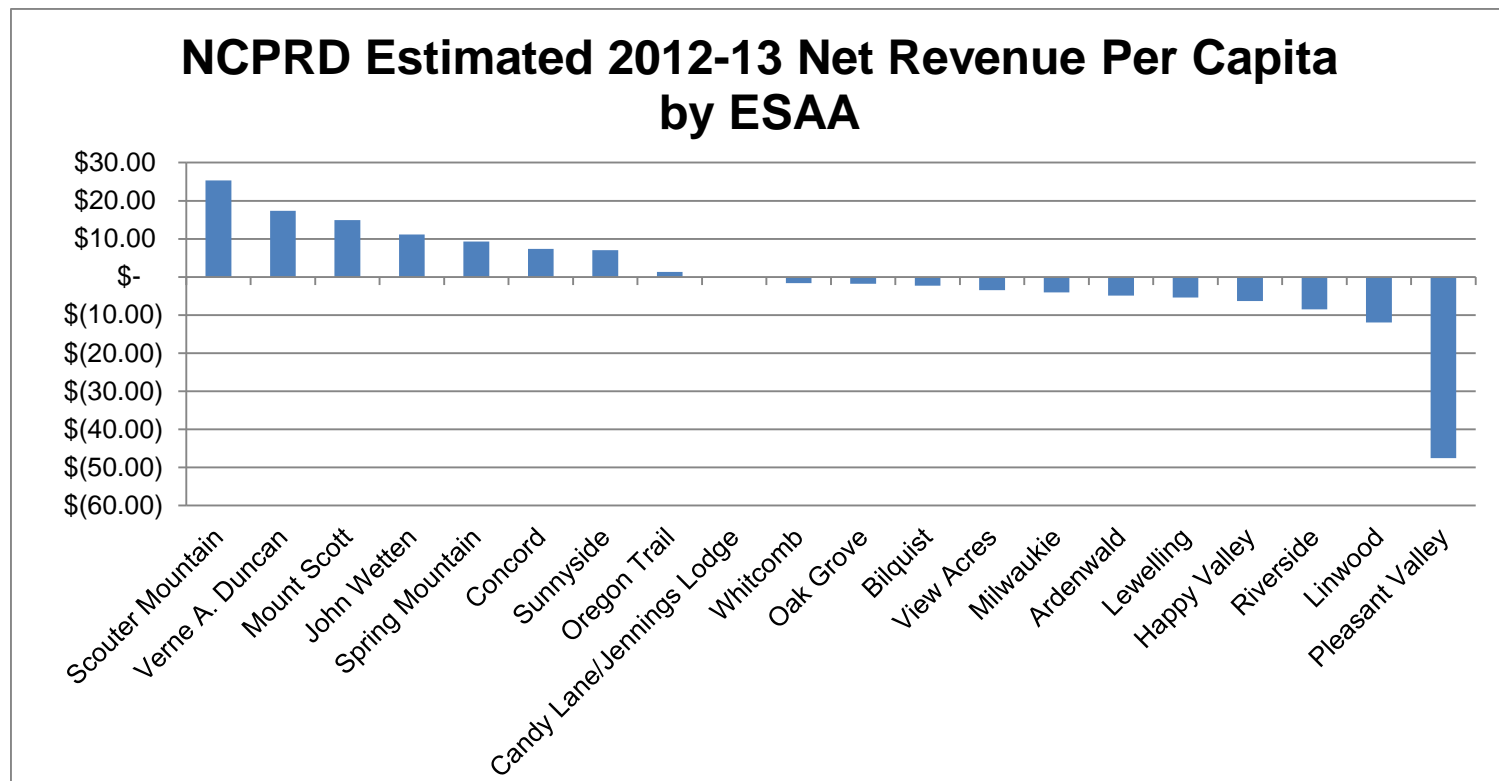
Geographic Analysis

NCPRD Net Revenue by ESAA



Geographic Analysis

Net Revenue per Capita by ESAA



Geographic Analysis

Net Revenue per Capita by ESAA

	ESAA	Population	Total Revenue	Total Rev/ Capita	Park/Trail Maintenance	Park/Trail/ Capita	All Other Expense	All Other/ Capita	Total Expense	Total Expense/ Capita	Net Revenue	Net Revenue/ Capita
Donor	Scouters	4,157	\$ 269,778	\$ 65	\$ 30,184	\$ 7	\$ 134,405	\$ 32	\$ 164,589	\$ 40	\$ 105,189	\$ 25
	Verne Duncan	3,066	\$ 191,582	\$ 62	\$ 38,459	\$ 13	\$ 99,951	\$ 33	\$ 138,410	\$ 45	\$ 53,172	\$ 17
	Mt Scott	7,196	\$ 422,672	\$ 59	\$ 80,938	\$ 11	\$ 234,115	\$ 33	\$ 315,053	\$ 44	\$ 107,620	\$ 15
	John Wetten	512	\$ 25,964	\$ 51	\$ 3,718	\$ 7	\$ 16,554	\$ 32	\$ 20,272	\$ 40	\$ 5,692	\$ 11
	Spring Mt	6,187	\$ 377,002	\$ 61	\$ 115,944	\$ 19	\$ 203,636	\$ 33	\$ 319,579	\$ 52	\$ 57,422	\$ 9
	Concord	6,444	\$ 303,167	\$ 47	\$ 47,427	\$ 7	\$ 208,381	\$ 32	\$ 255,808	\$ 40	\$ 47,359	\$ 7
	Sunnyside	7,758	\$ 401,632	\$ 52	\$ 94,550	\$ 12	\$ 252,768	\$ 33	\$ 347,318	\$ 45	\$ 54,314	\$ 7
Close to Break-Even	Oregon Trail	5,455	\$ 285,880	\$ 52	\$ 99,461	\$ 18	\$ 179,403	\$ 33	\$ 278,864	\$ 51	\$ 7,016	\$ 1
	CL/Jennings	5,420	\$ 240,084	\$ 44	\$ 63,931	\$ 12	\$ 176,485	\$ 33	\$ 240,415	\$ 44	\$ (331)	\$ (0)
	Whitcomb	5,289	\$ 200,825	\$ 38	\$ 38,404	\$ 7	\$ 171,005	\$ 32	\$ 209,409	\$ 40	\$ (8,584)	\$ (2)
	Oak Grove	8,980	\$ 399,995	\$ 45	\$ 122,918	\$ 14	\$ 293,266	\$ 33	\$ 416,183	\$ 46	\$ (16,188)	\$ (2)
	Bilquist	6,239	\$ 294,087	\$ 47	\$ 103,862	\$ 17	\$ 204,686	\$ 33	\$ 308,548	\$ 49	\$ (14,460)	\$ (2)
	View Acres	7,480	\$ 394,641	\$ 53	\$ 172,580	\$ 23	\$ 247,834	\$ 33	\$ 420,414	\$ 56	\$ (25,773)	\$ (3)
	Milwaukie	5,926	\$ 274,988	\$ 46	\$ 104,496	\$ 18	\$ 194,713	\$ 33	\$ 299,209	\$ 50	\$ (24,222)	\$ (4)
	Ardenwald	10,820	\$ 396,457	\$ 37	\$ 98,048	\$ 9	\$ 350,821	\$ 32	\$ 448,869	\$ 41	\$ (52,412)	\$ (5)
	Lewelling	6,348	\$ 259,418	\$ 41	\$ 86,158	\$ 14	\$ 207,274	\$ 33	\$ 293,432	\$ 46	\$ (34,013)	\$ (5)
	Happy Valley	5,453	\$ 400,427	\$ 73	\$ 247,889	\$ 45	\$ 186,856	\$ 34	\$ 434,745	\$ 80	\$ (34,318)	\$ (6)
Bene- factor	Riverside	4,101	\$ 200,441	\$ 49	\$ 99,298	\$ 24	\$ 136,115	\$ 33	\$ 235,412	\$ 57	\$ (34,972)	\$ (9)
	Linwood	4,584	\$ 195,174	\$ 43	\$ 98,314	\$ 21	\$ 151,504	\$ 33	\$ 249,818	\$ 54	\$ (54,644)	\$ (12)
	Pleasant Valley	357	\$ 13,092	\$ 37	\$ 17,753	\$ 50	\$ 12,310	\$ 34	\$ 30,063	\$ 84	\$ (16,971)	\$ (48)
	Total	111,772	\$5,547,304	\$ 50	\$ 1,764,330	\$ 16	\$3,662,079	\$ 33	\$5,426,409	\$ 49	\$120,895	\$ 1



Conclusions/Limitations

- Location of tax base, population and NCPRD facilities doesn't always match
- Very few significant "donor" or "benefactor" ESAAs
- Residential assessed value is the primary influence on revenue location
- Location of parks and population are the primary influences on expenses



Conclusions/Limitations

- Allocation of commercial/industrial tax revenue using population helps level revenue across ESAs
- More than 60% of expenses related to regional services and facilities which also levels expenses across ESAs
- Population estimates are from 2010 while financial data is from 2012-13



Thank You

- Acknowledgements
- Questions/Discussion



NORTH CLACKAMAS
PARKS & RECREATION DISTRICT

HISTORY AND RECONCILIATION OF SDC REVENUE



Background



- System Development Charges are **one-time** fees charged to **new development**
- **Pay a portion** of cost of new capital facilities
- To meet capital needs created by **growth**

Background



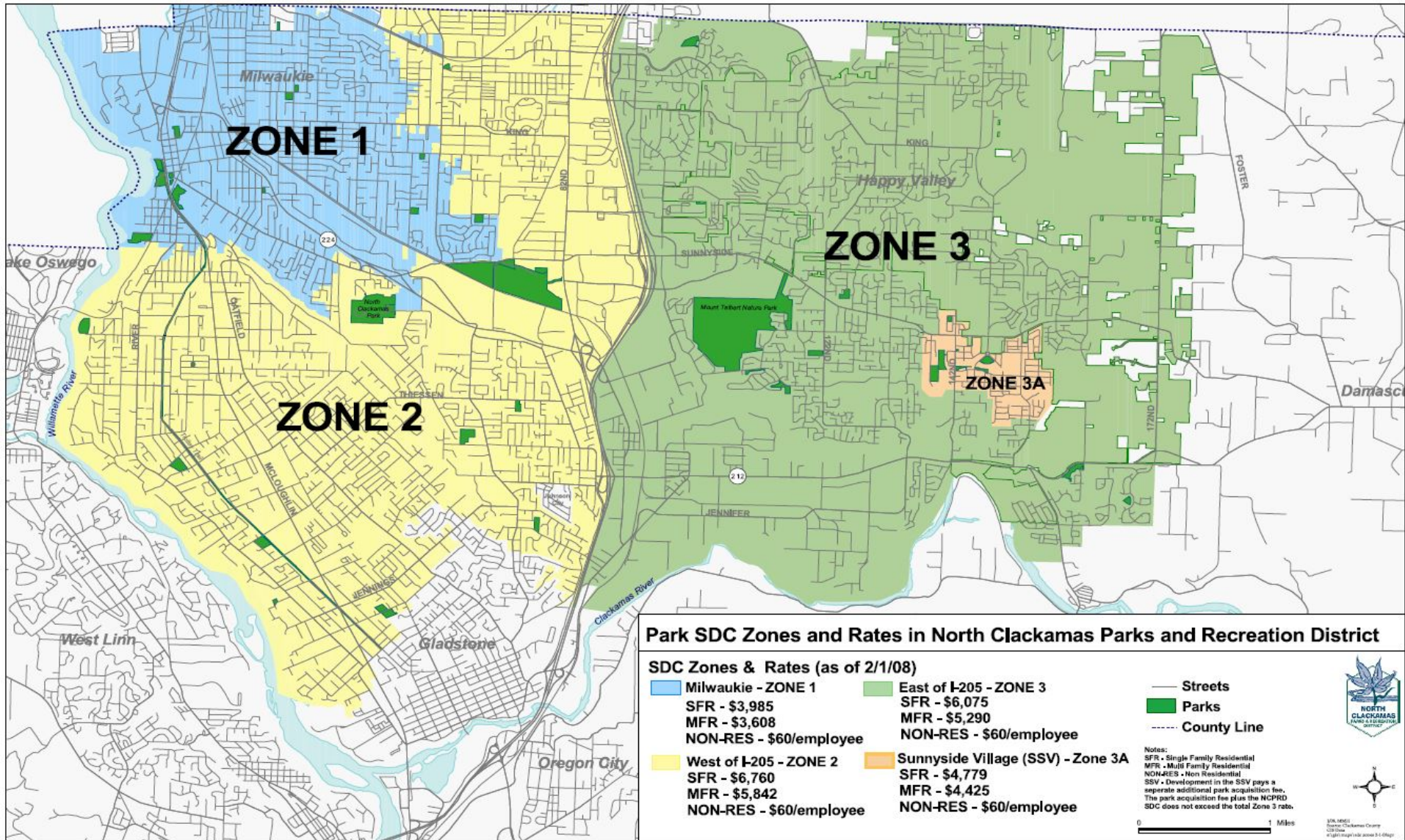
- District began collecting SDC's in 1994
 - No zone distinction except 3A (Sunnyside Village)
- Amended ordinance in 2004 and created zones
 - Zone 1
 - Zone 2
 - Zone 3
- Amended again in 2007
 - Incorporated non-residential SDC (per employee)
 - Fees subject to change in February of each fiscal year

Background – Zone definition



- Zone 1 – City of Milwaukie (**78% to DW**)
- Zone 2 – Unincorporated area west of I-205 (**50% to DW**)
- Zone 3 – City of Happy Valley and unincorporated area east of I-205 (**54% to DW**)
- Zone 3A – (**32.62% to DW**)

N CPRD Zone Map

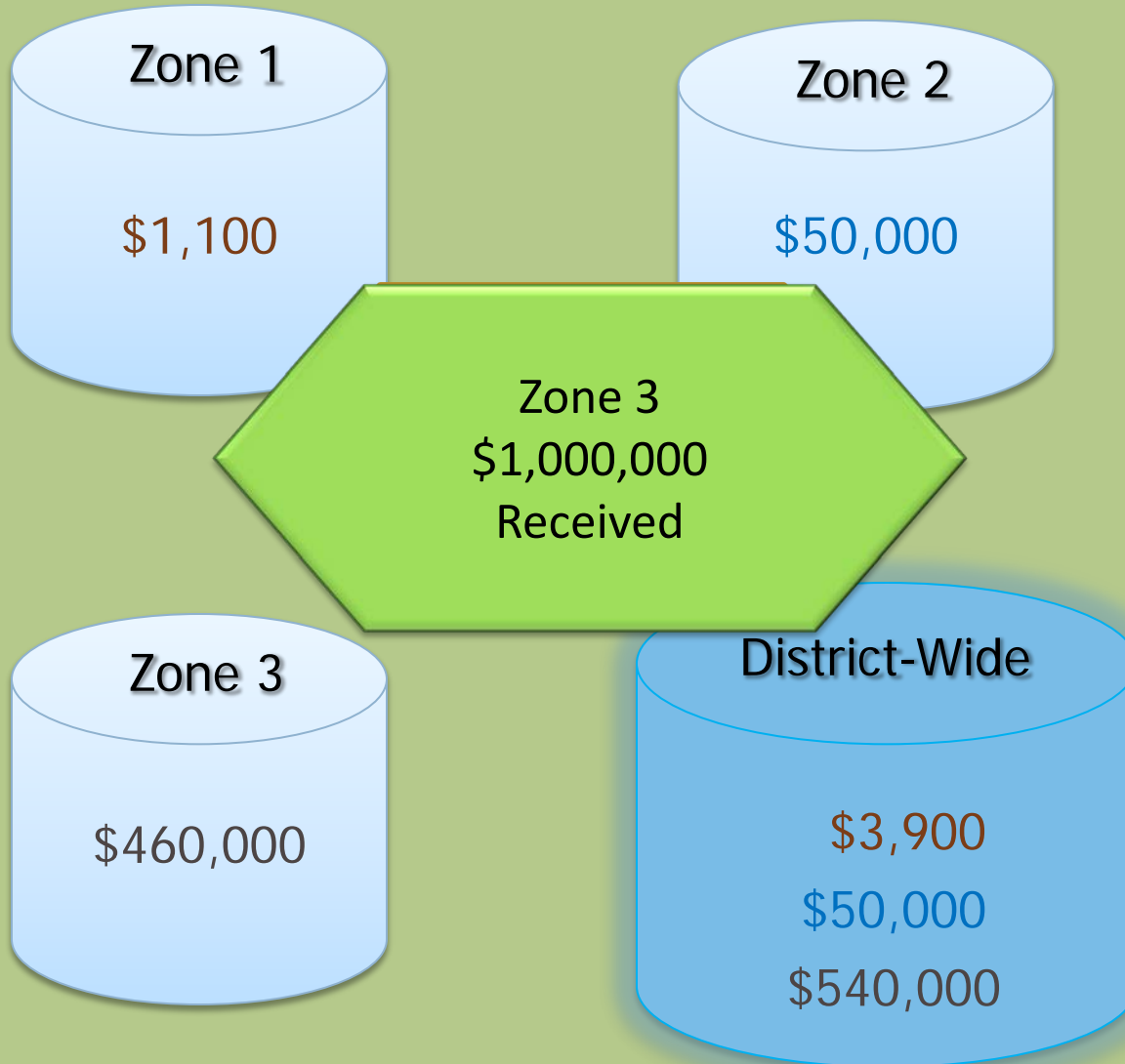


Current SDC Rates



Type of Development	Zone 1 – City of Milwaukie	Zone 2 – Unincorporated West of I-205	Zone 3 – Unincorporated East of I-205	Zone 3 – City of Happy Valley	Zone 3A - Sunnyside Village
Single Family Residential	\$3,985	\$6,760	\$6,075	\$6,075	\$6,075
Multi-Family	\$3,608	\$5,842	\$5,290	\$5,290	\$5,290
Non-Residential	\$60/Emp.	\$60/Emp.	\$60/Emp.	\$60/Emp.	\$60/Emp.

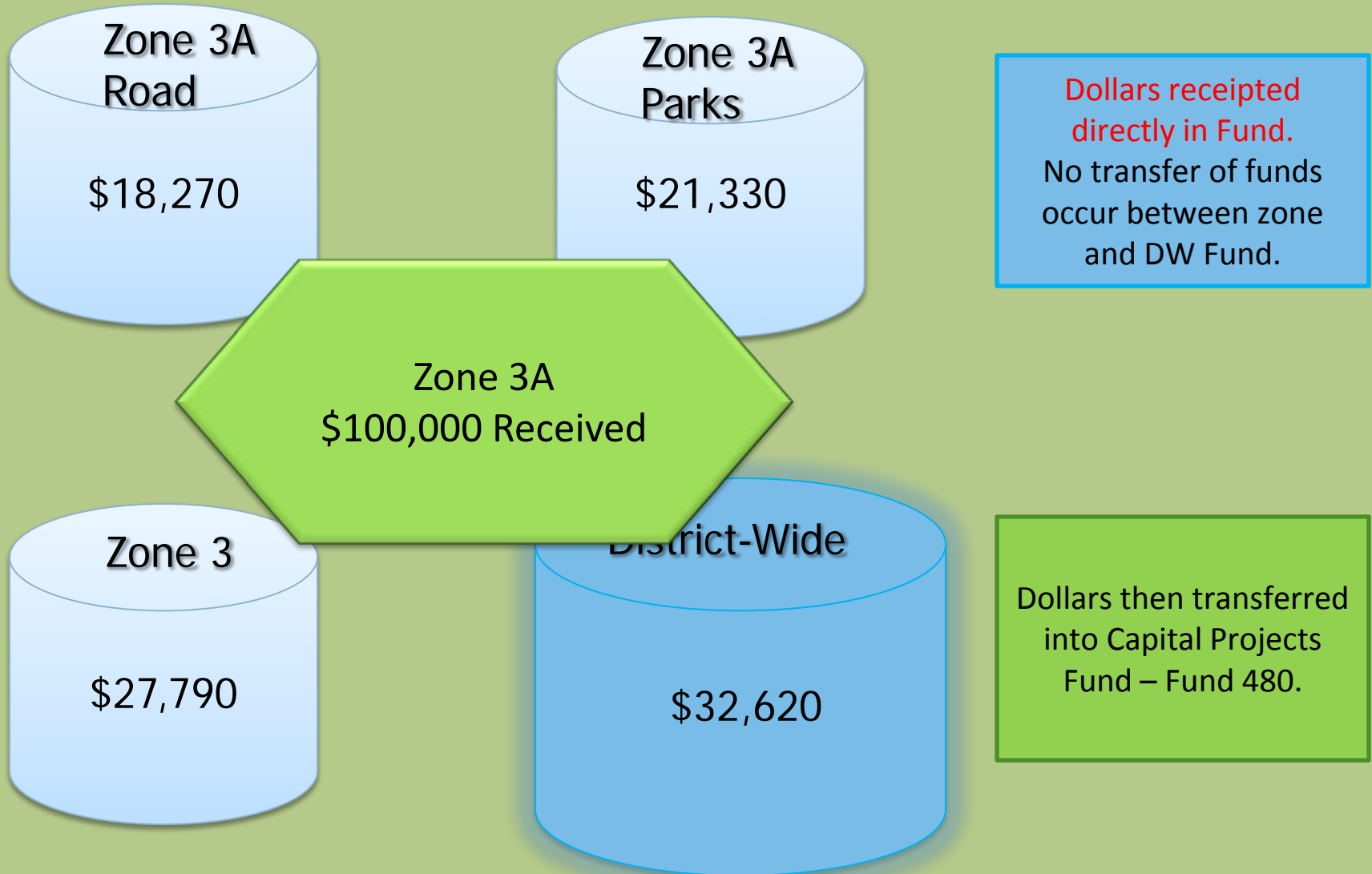
Incoming Funds - Example



Dollars received directly in Fund.
No transfer of funds occur between zone and DW Fund.

Dollars then transferred into Capital Projects Fund – Fund 480.

Incoming Funds – Example Zone 3A



How are SDC funds managed?



- All SDC funds transferred into Capital Projects fund.
- Track expenditures in Fund 480 by Zone
- Assumed all receipts and expenditures prior to 7/1/2004 – District Wide
 - Beg. Balance in 2004/05 was \$73,261

Zone Revenue/Expense Overview – Fund 480

Program 00		2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	Totals
302000	Beginning Fund Balance	73,261	74,535	511,013	796,230	5,101,164	1,815,630	595,725	393,981	1,036,967	-
Program 07709 (Districtwide)											
333001	Local & Other Gov Grants	-	-	25,686	4,000,000	-	285,811	97,478	41,960	158,427	4,609,362
347450	Grant Revenue	-	29,766	185,679	14,164	-	-	239,000	-	-	468,609
360001	Misc Revenue	-	-	2,500	-	73,820	14,398	5,710	-	-	96,428
361000	Interest Earned	1,274	13,512	66,721	123,133	51,686	3,421	1,435	2,229	6,636	270,047
383200	Bond Sale Proceeds	-	-	-	7,910,180	-	-	-	-	-	7,910,180
390113	I/F Transfer From Fund 113	-	474,374	1,248,484	400,000	1,059,206	-	-	40,000	-	3,222,064
390280	I/F Transfer From Fund 280	167,901	-	1,781,795	405,197	26,270	-	-	185,136	343,478	2,909,777
391100	Interagency Trans From Fund 100	-	-	-	-	2,000,000	-	-	-	-	2,000,000
Total Program 07709		\$ 169,175	\$ 517,652	\$ 3,310,865	\$ 12,852,674	\$ 3,210,982	\$ 303,630	\$ 343,623	\$ 269,325	\$ 508,541	\$ 21,486,467
District Wide Revenue		\$ 169,175	\$ 517,652	\$ 3,310,865	\$ 12,852,674	\$ 3,210,982	\$ 303,630	\$ 343,623	\$ 269,325	\$ 508,541	\$ 21,486,467
Program 00											
431000	Professional Services	-	-	-	-	-	-	-	-	-	-
431001	Professional Svc-NCPRD SDC	-	-	-	-	-	-	-	-	-	-
431002	Professional Svc-Neo Trad	-	-	-	-	-	-	-	-	-	-
431900	Contracted Services	-	-	-	-	-	-	-	-	-	-
480102	Bond Issuance Cost	-	-	-	-	-	-	-	-	-	-
481160	Neighborhood Park Planning	-	-	(4,970)	-	-	-	-	-	-	(4,970)
481422	Design and Engineering	-	-	-	-	-	-	-	-	-	-
481430	Neighborhood Park Planning	-	-	-	-	-	-	-	-	-	-
481441	Reg. Park Planning	-	-	-	-	-	-	-	-	-	-
481800	Reg. Park Construction	-	-	-	-	-	-	-	-	-	-
485151	Land Acquisition	-	-	-	-	-	-	-	-	-	-
485152	NH Park Construction	-	-	-	-	-	-	-	-	-	-
485180	Construction	-	-	49,853	-	-	-	-	-	-	49,853
485301	Furniture/Fixtures/Equipment	-	-	-	-	-	-	-	-	-	-
Total Program 00		\$ -	\$ -	\$ 44,883	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,883
Program 07709 (Districtwide)											
421110	Postage	-	-	-	-	(252)	-	-	-	-	(252)
431000	Professional Services	-	20,500	-	92	-	-	-	-	-	20,592
433100	Travel & Mileage	-	-	-	-	97	-	-	-	-	97
470383	I/F Transfer to Fund 383	-	-	-	-	-	172,543	211,563	100,000	-	484,106
481160	Neighborhood Park Planning	22,081	62,173	102,662	234,239	898,531	144,572	8,836	14,077	6,838	1,494,009
485150	Land Development	-	-	-	-	-	-	-	4,100	-	4,100
485151	Land Acquisition	-	-	6,800	7,790,594	541,253	(224)	-	7,661	-	8,346,084
485180	Construction	145,820	6,709	2,719,994	469,628	8,390,545	1,092,909	675,960	165,164	62,785	13,729,514
485340	Computer Software	-	-	-	-	-	-	-	30,600	5,240	35,840
Total Program 07709		\$ 167,901	\$ 89,382	\$ 2,829,456	\$ 8,494,553	\$ 9,830,174	\$ 1,409,800	\$ 896,359	\$ 321,602	\$ 74,863	\$ 24,114,090
District Wide Expenditures		\$ 167,901	\$ 89,382	\$ 2,874,339	\$ 8,494,553	\$ 9,830,174	\$ 1,409,800	\$ 896,359	\$ 321,602	\$ 74,863	\$ 24,158,973
District Wide Balance		\$ 1,274	\$ 428,270	\$ 436,526	\$ 4,358,121	\$ (6,619,192)	\$ (1,106,170)	\$ (552,736)	\$ (52,277)	\$ 433,678	\$ (2,672,506)

Zone Revenue/Expense Overview

Program 07710 (Zone 1)

390281	I/F Transfer From Fund 281	-	-	-	-	59,531	-	3,762	2,094	3,411	68,798
Zone 1 Revenue		\$ -	\$ -	\$ -	\$ -	\$ 59,531	\$ -	\$ 3,762	\$ 2,094	\$ 3,411	\$ 68,798

Program 07710 (Zone 1)

481160	Neighborhood Park Planning	-	-	936	-	-	-	-	-	-	936
Zone 1 Expenditures		\$ -	\$ -	\$ 936	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 936
Zone 1 Balance		\$ -	\$ -	\$ (936)	\$ -	\$ 59,531	\$ -	\$ 3,762	\$ 2,094	\$ 3,411	\$ 67,862

Program 07711 (Zone 2)

332001	State Revenue	-	-	-	93,728	-	-	-	-	-	93,728
333001	Local & Other Gov Grants	-	-	-	-	121,642	-	-	-	-	121,642
347450	Grant Revenue	-	-	-	54,209	573,421	-	-	-	-	627,630
360001	Misc Revenue	-	15,000	-	-	1,345	-	-	-	-	16,345
390113	I/F Transfer From Fund 113	-	20,424	-	-	-	-	-	-	-	20,424
390282	I/F Transfer From Fund 282	-	4,576	-	297,053	323,326	30,000	77,014	417,708	226,088	1,373,765
Zone 2 Revenue		\$ -	\$ 40,000	\$ -	\$ 444,990	\$ 1,019,734	\$ 30,000	\$ 77,014	\$ 417,708	\$ 226,088	\$ 2,255,534

Program 07711 (Zone 2)

481160	Neighborhood Park Planning	-	31,792	14,994	114,387	7,880	-	-	-	-	169,053
485151	Land Acquisition	-	-	-	1,050	6,517	378,557	-	-	-	386,124
485180	Construction	-	-	1,700	310,608	840,749	-	-	81,799	54,960	1,388,816
Zone 2 Expenditures		\$ -	\$ 31,792	\$ 16,694	\$ 426,045	\$ 855,146	\$ 378,557	\$ -	\$ 81,799	\$ 54,960	\$ 1,844,993
Zone 2 Balance		\$ -	\$ 8,208	\$ (16,694)	\$ 18,945	\$ 164,588	\$ (348,557)	\$ 77,014	\$ 335,909	\$ 171,128	\$ 410,541

Program 07712 (Zone 3)

341880	Other Internal County Services	-	-	-	-	-	-	-	-	163,813	163,813
390283	I/F Transfer From Fund 283	-	-	196,000	216,132	3,109,539	234,822	270,216	359,760	1,221,280	5,007,749
Zone 3 Revenue		\$ -	\$ -	\$ 196,000	\$ 216,132	\$ 3,109,539	\$ 234,822	\$ 270,216	\$ 359,760	\$ 1,385,093	\$ 5,771,562

Program 07712 (Zone 3)

485151	Land Acquisition	-	-	134,610	-	-	-	-	2,500	22,500	159,610
485180	Construction	-	-	195,069	288,264	-	-	-	-	141,313	624,646
Zone 3 Expenditures		\$ -	\$ -	\$ 329,679	\$ 288,264	\$ -	\$ -	\$ -	\$ 2,500	\$ 163,813	\$ 784,256
Zone 3 Balance		\$ -	\$ -	\$ (133,679)	\$ (72,132)	\$ 3,109,539	\$ 234,822	\$ 270,216	\$ 357,260	\$ 1,221,280	\$ 4,987,306

Ending Fund 480 Balance \$ 2,866,464

SDC Zone Reconciliation – 6/30/13

<u>District Wide</u>		
Calculated Fund 480 Balance:		
Net Zone Balance at 6/30/13	\$ 2,672,506	Zone revenue spent at District-Wide level.
<u>Zone 1</u>		
Calculated Fund 480 Balance:		
Net Zone Balance at 6/30/13	\$ (67,862)	
Adjustment to Balance in FY 13-14:		
Budgeted Projects	80,000	Neighborhood Parks Planning
	\$ 80,000	
Adjusted Ending Balance:	\$ 12,138	
<u>Zone 2</u>		
Calculated Fund 480 Balance:		
Net Zone Balance at 6/30/13	\$ (410,541)	
Adjustment to Balance in FY 13-14:		
Budgeted Projects	30,000	Johnson Creek Park
Ending Fund Balances	380,541	From 480 End Balance
	\$ 410,541	
Adjusted Ending Balance:	\$ -	
<u>Zone 3</u>		
Calculated Fund 480 Balance:		
Net Zone Balance at 6/30/13	\$ (4,987,306)	
Adjustment to Balance in FY 13-14:		
Budgeted Projects	50,000	Happy Valley Skate Park
	20,000	Trillium Creek
Ending Fund Balances	2,000,000	From 480 End Balance
	1,500,000	From 280 End Balance
	\$ 3,570,000	
Adjusted Ending Balance:	\$ (1,417,306)	Amount due to Zone 3
Note:	Calculations do not include estimated SDC revenue for FY 13-14. Estimated District-Wide SDC revenue for FY 13-14 is \$1 Million.	

Balfour,
Bowman
& Brae,
Wichita,
Kronberg

What are the next steps?



- Adjust current projects to **ensure equity** by Zone.
- Ensure Zone balance is included at the **forefront of all major capital decisions**.
- Incorporate findings into MP and future District aspirational funding plans.
- **Update SDC ordinance** based on new CIP and updated MP.

Questions?



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North Clackamas Parks and Recreation District
July 1, 2013 through Sept 30, 2013
General Fund - 113

	Budget 2013/14	Actual 09/30/2013	Projected 06/30/2014	Difference D = B - A	% Difference E = B/A
	A	B	C		
RESOURCES					
Beginning Balance	\$ 2,405,063	\$ 2,948,646 ¹	\$ 2,948,646	\$ 543,583	123%
Current Resources					
Taxes	\$ 5,719,903	\$ 57,474 ²	\$ -	\$ (5,662,429)	1%
Interest Revenue	\$ 12,500	\$ 1,090 ³	\$ -	\$ (11,410)	9%
Other Administration	\$ 12,871	\$ 6,010 ⁴	\$ -	\$ (6,861)	47%
Subtotal Administration	\$ 5,745,274	\$ 64,574	\$ -	\$ (5,680,700)	1%
Maintenance	\$ 5,291	\$ 478	\$ -	\$ (4,813)	9%
Program Services	\$ 859,000	\$ 131,265 ⁵	\$ -	\$ (727,735)	15%
Milwaukie Center	\$ 145,000	\$ 12,177 ⁶	\$ -	\$ (132,823)	8%
Aquatic Center	\$ 1,100,000	\$ 338,662	\$ -	\$ (761,338)	31%
Marketing & Communications	\$ -	\$ 300	\$ -	\$ 300	0%
Planning	\$ -	\$ -	\$ -	\$ -	0%
Natural Resources	\$ 74,800 ¹⁰	\$ -	\$ -	\$ (74,800)	0%
Subtotal, Current Resources	\$ 7,929,365	\$ 547,456	\$ -	\$ (7,381,909)	7%
Transfer In - From Fund 270	\$ 24,832	\$ - ⁷	\$ -	\$ (24,832)	0%
Transfer In - From Fund 280	\$ 277,982	\$ - ⁷	\$ -	\$ (277,982)	0%
Transfer In - From Fund 480	\$ 10,000	\$ - ⁷	\$ -	\$ (10,000)	0%
TOTAL RESOURCES	\$ 10,647,242	\$ 3,496,102	\$ 2,948,646	\$ (7,151,140)	33%
REQUIREMENTS					
Administration	\$ 920,021	\$ 99,662	\$ -	\$ (820,359)	11%
Maintenance	\$ 1,861,207	\$ 484,606 ⁸	\$ -	\$ (1,376,601)	26%
Program Services	\$ 1,242,520	\$ 262,794	\$ -	\$ (979,726)	21%
Milwaukie Center	\$ 639,715	\$ 141,782	\$ -	\$ (497,933)	22%
Aquatic Center	\$ 1,780,234	\$ 482,125 ⁸	\$ -	\$ (1,298,109)	27%
Marketing & Communications	\$ 323,081	\$ 106,410 ⁹	\$ -	\$ (216,671)	33%
Planning & Development	\$ 380,064	\$ 57,905	\$ -	\$ (322,159)	15%
Natural Resources	\$ 342,531	\$ 48,700	\$ -	\$ (293,831)	14%
Subtotal, Current Expenditures	\$ 7,489,373	\$ 1,683,984	\$ -	\$ (5,805,389)	22%
Transfers Out					
To Nutrition & Trans Fund 270	\$ 200,000	\$ - ⁷	\$ -	\$ (200,000)	0%
To Debt Service Fund 382	\$ 500,000	\$ -	\$ -	\$ (500,000)	0%
To Capital Projects Fund 480	\$ 105,000	\$ - ⁷	\$ -	\$ (105,000)	0%
To Fixed Asset Fund 481	\$ 600,000	\$ - ⁷	\$ -	\$ (600,000)	0%
	\$ 1,405,000	\$ -	\$ -	\$ (1,405,000)	0%
Subtotal, Current Exp. & Transfers	\$ 8,894,373	\$ 1,683,984	\$ -	\$ (7,210,389)	19%
Contingency	\$ 1,752,869	\$ -	\$ -	\$ (1,752,869)	0%
Ending Fund Balance		\$ 1,812,118	\$ 2,948,646	\$ 1,812,118	
TOTAL REQUIREMENTS	\$ 10,647,242	\$ 3,496,102	\$ 2,948,646	\$ (7,151,140)	33%

Notes:

1. Beginning fund balance higher than budget due to FY 12/13 revenues coming in higher than projected and expenditures coming in less than projected.
2. Property tax revenue is currently at 1% of budget. The majority of property taxes are received during the period November through January of each year fiscal year.
3. Interest revenue recorded through July 31, 2013.
4. Budgeted revenue includes facility rental revenue. The actual revenue is rental income for Sunnyside Library parking lot.
5. A significant portion of recreation revenue is received in the spring of each year.
6. Budgeted revenue includes rental revenue of \$55,000, respite revenue of \$14,000, Social Services Contract revenue of \$59,000, Friends of Milwaukie Center donation of \$14,000 and Misc Revenue of \$3,000. The first quarter Social Services contract revenue has not been posted. Actual revenue includes rental and respite revenue.
7. Transfers are posted in December of each fiscal year.
8. Aquatic Park and Parks Maintenance division expenditures are higher during summer months due to seasonal nature of operations.
9. Marketing and Communications division expenditures are high due to additional contract staff assisting with the Master Plan update.
10. Budgeted revenue includes \$60,000 in reimbursements from Water Environment Services to jointly fund a new Natural Resources limited term position. Additional revenue includes grants from Oak Lodge Sanitary District to fund natural resource projects at Risley, Rivervilla and Stringfield parks.

November 13, 2013



MEMORANDUM

DATE: November 20, 2013
TO: District Advisory Board
FROM: Kandi Ho, Aquatic and Recreation Manager
CC: Gary Barth, NCPRD Director
Laura Zentner, NCPRD Business Operations Director
RE: Fee Increases

Based on the recently adopted Ordinance 09-2012, below you will find proposed fee increases for swim lessons at NCPRD's North Clackamas Aquatic Park. Per the new Ordinance, the District Advisory Board shall review proposed, or recently implemented, fee changes four times per year at their regularly scheduled meetings, in conjunction with quarterly financial reports.

North Clackamas Aquatic Park	Current Fees		Proposed Fees		Resident % Increase	Non-Resident % Increase
	Resident	Non-Resident	Resident	Non-Resident		
Swim Lessons	\$38.00	\$50.00	\$40.00	\$53.00	5%	6%
Private Lessons	\$100.00	\$125.00	\$150.00	\$187.00	50%	50%
Semi-Private Lessons	\$125.00	\$150.00	\$188.00	\$225.00	50%	50%

Staff respectfully recommends the implementation of the fees effective January 1, 2014. These proposed fees are the first step in utilizing our new Fee and Cost of Service Study pyramid model to improve our cost recovery and ensure we understand the full cost of NCPRD operations. The fees are also consistent with other local recreation providers and meet our goal of neither leading nor lagging in the industry.