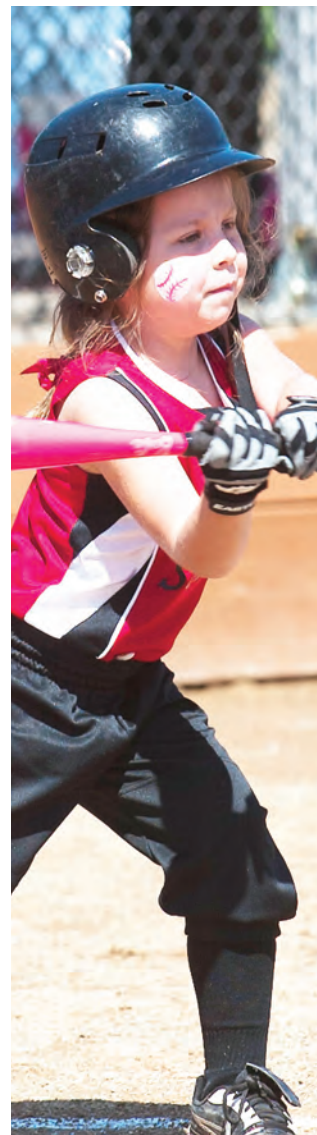


ADOPTED BUDGET FISCAL YEAR 2016|2017



NCPRD is a service district of Clackamas County, Oregon



NORTH CLACKAMAS PARKS and RECREATION DISTRICT

FISCAL YEAR 2016/2017

Adopted Budget

**Prepared Under the Direction of
North Clackamas Parks and Recreation District Advisory Board**

BUDGET COMMITTEE

Board of County Commissioners

**John Ludlow, Chair
Jim Bernard, Commissioner
Paul Savas, Commissioner
Martha Schrader, Commissioner
Tootie Smith, Commissioner**

Citizens

**Macy Gast
Renee King
Eric Shawn
Dick Shook
Andrew Watkins**

DISTRICT ADVISORY BOARD

**David Noble, Chair
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Sharon Koester
Suzanne Montalbano
Wilda Parks**

**Bill Bersie, Vice Chair
Lynn Fisher
Susan McCarty
Michael Morrow**

**Clackamas County Administrator/Budget Officer
Don Krupp**

**Clackamas County Business and Community Services Director
Gary Barth**

**North Clackamas Parks and Recreation District Director
Scott Archer**

**Prepared by:
Laura Zentner, CPA, Business Operations Director
Tracy Grambusch, Financial Analyst
Sarah Krum, Accountant
Nicole Unck, Accountant**

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NORTH CLACKAMAS PARKS & RECREATION DISTRICT

Administration

150 Beaver Creek Rd.
Oregon City, OR 97045
503.742.4348 phone 503.742.4349 fax
ncprd.com

June 6, 2016

North Clackamas Parks and Recreation District Budget Committee Members

I am pleased to present the North Clackamas Parks and Recreation District (NCPRD) proposed budget for fiscal year 2016/2017, in the amount of \$45,990,037, to the Budget Committee for consideration and approval.

The North Clackamas Parks and Recreation District is a service district of Clackamas County dedicated to providing exceptional parks and recreation programs, facilities and services in the northern urban portion of the county. The District serves nearly 116,000 residents and includes the cities of Happy Valley and Milwaukie and a large urban unincorporated area.

As a service District, the Board of County Commissioners serves as the District's Board of Directors. A Board-appointed District Advisory Board (DAB) of District residents advises the NCPRD Board of Directors.

The District manages more than 75 parks, miles of trails and acres of natural areas and open space, as well as four community-wide facilities: the North Clackamas Park, the Hood View Sports Complex, the Milwaukie Center, and the North Clackamas Aquatic Park. NCPRD offers a wide range of recreation and educational offerings, such as swimming lessons, special events, health/fitness classes, senior activities, sports leagues and natural resource programs. NCPRD employs 34 FTE (full-time equivalent) positions and 43 seasonal FTE positions.

NCPRD has a dedicated tax base of \$0.5382 per \$1,000 of assessed value, which is projected to generate approximately \$6.7 million in fiscal year 2016/2017. This is the lowest parks district tax rate among comparable districts in the state. Tualatin Hills Parks & Recreation District has a rate of \$1.31 per \$1,000 of assessed value, Bend Metro Parks & Recreation District is at \$1.46, and Willamalane Parks & Recreation in Springfield is at \$1.97.

The total fiscal year 2016/2017 budget for NCPRD in the amount of \$46 million can be summarized as follows: \$11.1 million for Operations, \$10.7 million for Capital Projects, \$6.1 million in System Development Charges to fund capital assets to accommodate growth, \$1.5 million for Capital Asset Repair & Replacement of existing District assets, \$5.2 million for Debt Service and \$11.4 million in Interfund Transfers.

Interfund Transfers include transfers between various funds including the General Fund, Nutrition & Transportation Fund, System Development Charge Funds, Debt Service Funds and Capital Project Funds. These transfers do not represent additional dollars but represent the movement of cash between funds.

To ensure that we optimize the use of taxpayer dollars and continue to provide a high level of service to the citizens of the District, NCPRD management uses a continuous process improvement model in analyzing operations, staffing levels and capital assets.

The District prepares a five-year financial forecast as well as quarterly financial updates. This reporting provides the management team, the District Advisory Board and the District Board with insight and knowledge of the District's current and projected fiscal position throughout the operating year. This management reporting enables District staff to continually assess operations, set priorities, evaluate services and programs, and pursue new ways to deliver services more effectively and efficiently to District residents.

The proposed budget represents a prudent and fiscally responsible financial plan for District operations and capital improvements during the next fiscal year.

Master Plan/Election Results

The last two years have been important years for NCPRD as the District completed the final draft of an updated District-wide Master Plan to guide the District for the next 10 years. The new Master Plan provided the history, investments and funding sources of the District. Most importantly, it provided input from our residents regarding their wants and needs for parks and recreation facilities and services in the future.

The **Primary Recommendations** of the draft Master Plan, to be adopted by the Board in fiscal year 2016/2017 support many of the same key recommendations from the 2004 Master Plan. Following are the primary recommendations of the draft Master Plan update:

- Adopt an aspirational Capital Improvement Plan to meet the needs of residents and balance levels of service throughout the District.
- Identify funding sources for the aspirational Capital Improvement Plan; explore issuing a bond for capital.
- Review and update System Development Charge zones, rates and methodology.
- Identify funding sources for additional recreational programming and operations and maintenance; consider increasing the District's permanent tax rate.
- Consider re-forming the District as a Special Parks and Recreation District under ORS 266 in order to get the benefits of representative governance which will assist in focusing on the long term capital and financial needs of the District.

Performance Clackamas Initiative

Clackamas County recently embarked on a new strategic initiative, Performance Clackamas. Adoption of Performance Clackamas demonstrates the county's intent to focus on customer outcomes and provide stakeholders with information about how public funds are being used to achieve adopted County Goals. The format of Performance Clackamas is based on Managing for Results (MFR), a comprehensive and integrated management system focused on achieving results for the customer.

There are five basic components to MFR:

1. Identify the priorities for county residents.
2. Develop an overall plan for addressing those priorities.
3. Develop policies, programs, activities and services that align to those priority areas.

4. Organize and implement budgeting, accounting and management systems to support the strategies, goals and objectives specified in the plan.
5. Develop and track costs and performance data to allow the county and its residents to gauge the county's progress toward reaching its goals and objectives.

During fiscal year 2016/2017, NCPRD will begin implementing Performance Clackamas which aligns well with the implementation of NCPRD's Cost Recovery Program where every program and service is assigned a cost-recovery goal based on measures such as level of community benefit.

Current Year Activity Highlights

Administration

- Recruited and hired a new full-time Director for NCPRD. This position was formerly held by the Director of Business & Community Services (BCS) who managed the District in addition to a number of other operating divisions within BCS.

Aquatic Park

- Provided swim lessons for 4,500 children and hosted over 250,000 patrons throughout the year.
- Home to four high school competitive swim teams, one NCPRD recreational swim team, two private swim teams and two master teams. The District hosted 17 home swim meets providing a fun, healthy, and competitive experience for over 500 local youth and adult swimmers.

Milwaukie Center

- Provided over 85,000 meals to seniors throughout the District through Meals on Wheels, congregate dining and Pete's café programs. These programs raised over \$150,000 in contributions and donations to help provide these meals.
- The Milwaukie Center had almost 40,000 hours of volunteerism in fiscal year 2015/2016. This equates to about 20 FTE. Volunteers helped in many different program areas including the Transportation and Travel program, social services, nutrition, recreation services, clerical, administration, and with the non-profit organization Friends of the Milwaukie Center.
- Provided 10,000 rides to area seniors and disabled citizens.
- Provided information and assistance to 3,000 clients; free law consultations to 155 individuals, health equipment loans to 200 clients as well as 500 in-home geriatric assessments to help seniors maintain their independence.
- Remodeled the Milwaukie Center lobby with a newly designed reception area that enhances the customer service experience and provides a more welcoming atmosphere.

Sports and Recreation

- Earned a combined 96% approval rating for overall program satisfaction for the Hoopers Basketball program, our largest youth league serving more than 1,700 participants.
- Attracted over 1,300 attendees to five "Movies in the Park".
- Engaged over 1,500 youth in parks throughout the District with the RecMobile program and partnered with the North Clackamas School District at two Summer Nutrition Program sites.
- Served more than 5,800 patrons in both youth and adult programming and continued to work with the North Clackamas School District utilizing more than twelve of their facilities, as well as coordinating with dozens of local youth organizations providing much needed space to local

sports leagues 365 days a year at Hood View Park, North Clackamas Park, Pfeifer Park and Ann-Toni Schreiber Park.

Capital Projects

- Completed Spring Park Natural Area project.
- Began work on feasibility analysis and acquisition for the Mount Scott Scouter's Mountain Loop Trail.
- Completed and installed Trolley Trail way-finding signage.
- Completed City of Milwaukie Master Plan approval for Balfour, Bowman-Brae and Robert Kronberg Nature Park.
- Refurbished and retrofitted steel decking and ADA ramp at Harmony Road Neighborhood Park Playground.
- Renovated the parking lot and basketball court at Ann Toni Schreiber Park.

Park Maintenance/Natural Areas

- Provided staff training and licensing in areas such as backflow testing, pesticide applicators, playground safety inspection, artificial and turf field maintenance and arbor care to ensure qualified, efficient and safe maintenance operations.
- Continued work with Water Environment Services to implement partnership efforts at Oak Bluff, Rose Creek, Three Creeks, and the Clackamas River Greenway.

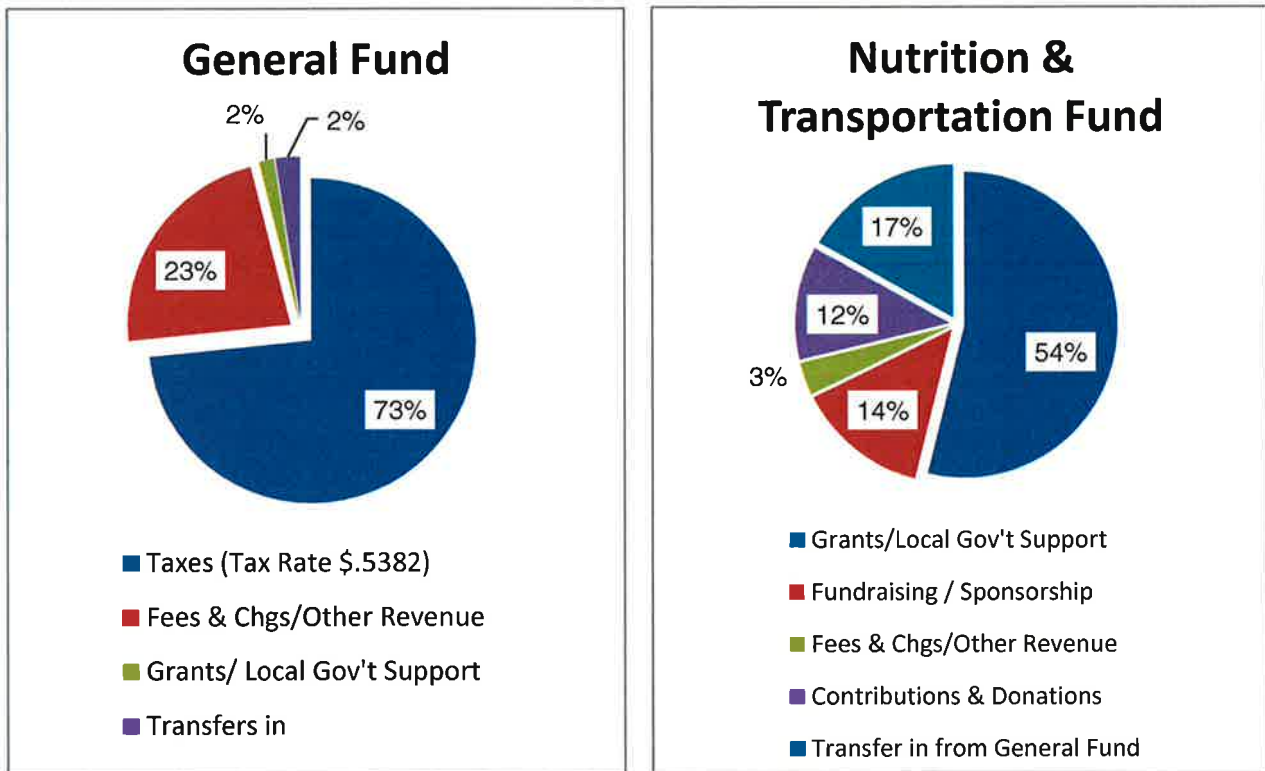
Budget Highlights

The budget for fiscal year 2016/2017 was assembled to achieve the following goals and priorities:

- Ensure the long-term financial stability of the District.
- Ensure District resources are aligned with current community needs and expectations for Parks & Recreation programs, services and facilities.
- Provide exceptional recreation, fitness, education and social services programs to District residents that are data-driven, appropriately priced through the cost recovery methodology, reach the greatest number of residents with resources available and align with needs/desires of District population.
- Execute the District's Adopted Capital Improvement Plan adding needed facilities that can be sustainably operated and maintained.
- Maintain existing District parks and facilities by systematically setting aside funds for asset repair and replacement.
- Implement Performance Clackamas and the Cost Recovery Program to inform management and enable better decision making.

Operating Revenues

District operating revenues are budgeted in two funds, the General Fund and the Nutrition & Transportation Fund*:

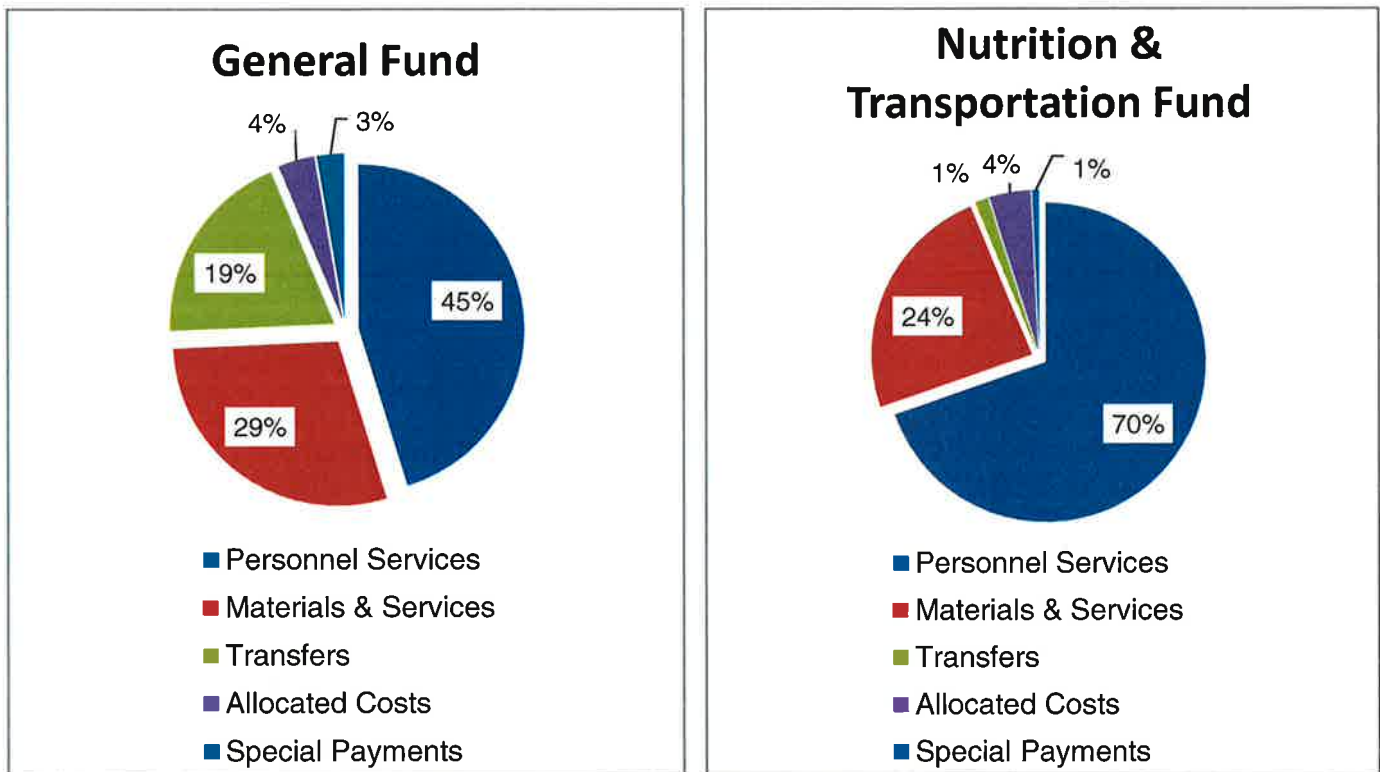


*Charts exclude beginning fund balance

- The assessed value of property within the District is budgeted to increase 3% for fiscal year 2016/2017 resulting in projected tax revenue at just over \$6.7 million, representing 73% of the General Fund revenue.
- Fees & charges, concessions, and other revenue provide approximately 23% of the General Fund operating revenue in fiscal year 2016/2017.
- Over half of the Nutrition and Transportation Fund revenue is from federal and state grants; the remainder is largely comprised of fees & charges, fundraising and donations.
- The Nutrition & Transportation Fund will receive a \$100,000 transfer from the General Fund in fiscal year 2016/2017 to subsidize the cost of operations. Staff is working to reduce this subsidy and find a solution for long-term sustainable funding.

Operating Expenditures

District operating expenditures are budgeted in two funds, the General Fund and Nutrition & Transportation Fund*:



*Charts exclude contingency

Personnel

NCPRD's proposed budget includes 34 full-time Regular (FTE) positions and 43 seasonal (FTE) positions. Personnel costs for fiscal year 2016/2017 represent approximately 45% of the General Fund operating budget and 70% of the Nutrition and Transportation operating budget. The personnel costs are reflective of a 2% cost of living adjustment and 3.5% merit increases.

Materials and Services

Expenses other than personnel, capital items, transfers, and allocated costs make up 32% of the General Fund operating budget. The Nutrition and Transportation Fund spends 25% in this category.

Allocated Costs

Allocated charges increased 4% from prior year and consist of expenditures billed by the County for administrative support services such as human resources, finance, information technology, county administration, public and government affairs and facility charges. Allocated costs represent slightly more than 4% of the General Fund and Nutrition and Transportation Fund operating budgets.

Transfers

Transfers to other NCPRD funds from the General Fund make up 19% of the General Fund operating expenditures. These transfers cover debt service, personnel costs related to capital project management, a transfer to the Nutrition & Transportation Fund to subsidize the program and a transfer to the Capital Asset Replacement fund to repair and replace District capital assets. The Nutrition & Transportation Fund transfer to the General Fund is 1% of total operating expenditures and represents the Nutrition & Transportation Fund's share of utility costs at the Milwaukie Center.

Capital Asset Replacement Fund

To ensure funds are systematically set aside for the future repair and replacement of District capital assets, staff annually analyzes and inventories capital assets to determine the amount of funds to set aside each year to adequately maintain and repair District assets. This year's analysis reveals that the District should allocate approximately \$900,000 per year towards capital asset repair and replacement. Since the District's current tax rate is not sufficient to provide this amount, only a portion of the needed amount is set aside each year. Many public agencies rely on General Obligation Bonds to fund capital repair and replacement. NCPRD, with the lowest tax rate of comparable park and recreation districts in the state, attempts to maintain capital assets from Operating Revenues which is not sustainable over the long term. Management continues to work on strategies aimed at identifying a long-term solution to funding capital asset repair and replacement.

Capital Improvement Program


Currently, the primary revenue sources for Capital Improvements are Park SDCs, grants and General Fund support. Fiscal year 2016/2017 SDC revenue projections (excluding beginning fund balance) are approximately \$2.5 million.

The District's Capital Improvement budget for fiscal year 2016/2017 is approximately \$10.7 million. This year's major projects include potential land acquisitions in Happy Valley for the future development of neighborhood parks, the development of a multi-purpose artificial turf field in the eastern part of the District, the development of Hidden Falls Park, potential park acquisition in the unincorporated area west of I-205 and the completion of a maintenance building at Hood View Park. A detailed capital projects list is included in this proposed budget document.

Acknowledgements

This proposed budget was developed by District staff, with input from the District Advisory Board and the Milwaukie Center/Community Advisory Board and will be submitted for approval to the NCPRD Budget Committee. The final step will be adoption of the budget by the Board of County Commissioners as the NCPRD Board. We want to acknowledge their engagement and thank them for their continued dedication to the North Clackamas Parks and Recreation District.

Respectfully submitted,

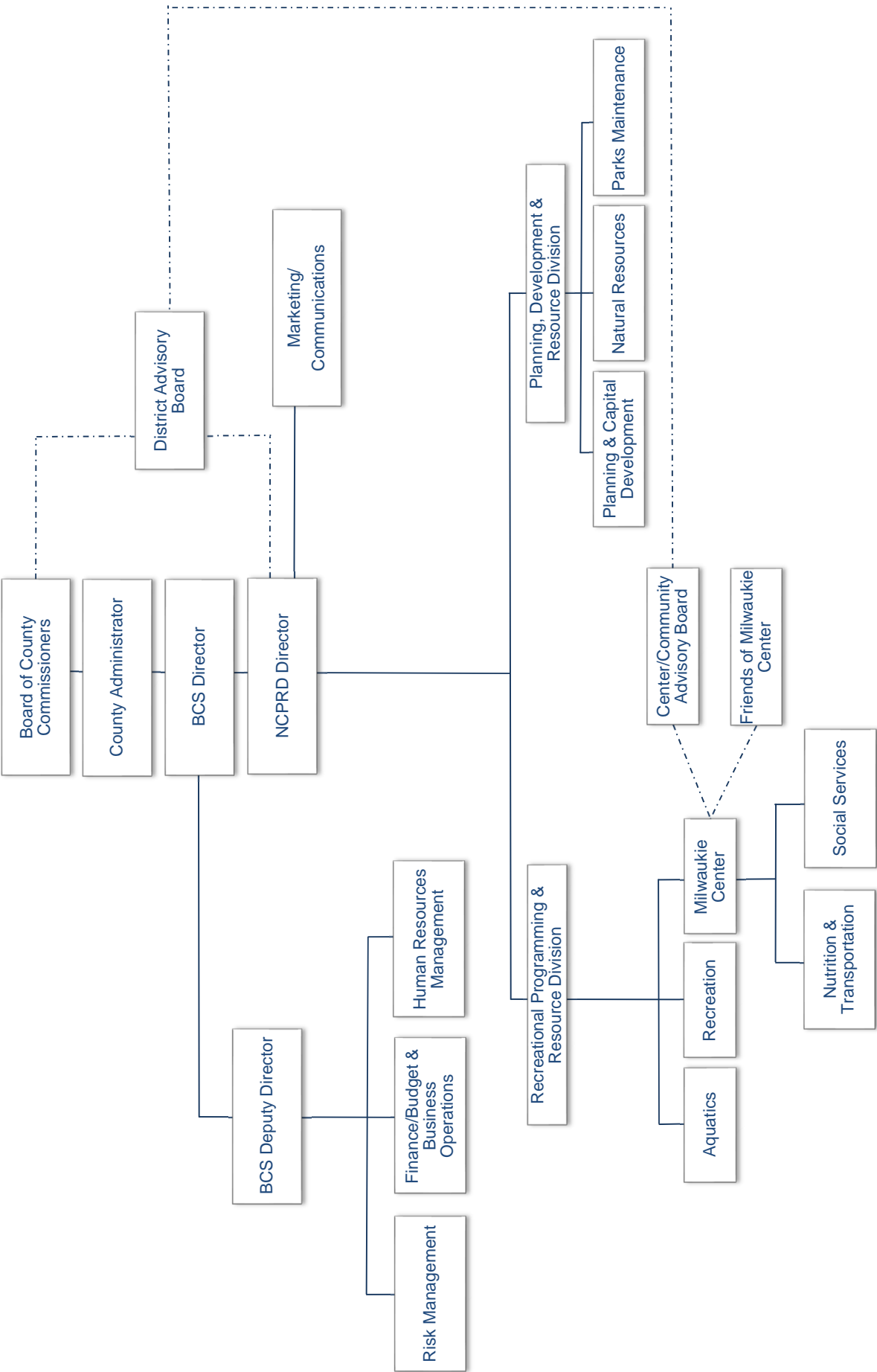


Don Krupp
District Administrator
NCPRD Budget Officer

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North Clackamas Parks and Recreation District
Organization Chart
Fiscal Year 2016/2017



North Clackamas Parks and Recreation District Fiscal Year 2016/2017

General Budget Guidelines – Operating Funds

- The District shall maintain an ***emergency contingency*** funded at a minimum of 5 percent of general fund operating expenditures. This contingency is for unexpected expenditures that staff could not have known about at the time the budget was prepared.
- The District shall maintain an ***operating fund balance*** funded at a minimum of 10 percent of operating expenditures or the minimum cash flow necessary to cover operating expenditures in amounts sufficient to bridge months in each year during which inflows of revenues and outflows of expenditures fluctuate, whichever is greater. This will help maintain the minimum cash flow necessary to ensure the District will not need to issue Tax Anticipation Notes (short-term borrowing).
- The District shall recognize that the beginning fund balance is a one-time, non-recurring resource. To the extent feasible, one-time resources will be applied toward one-time expenditures. This application will ensure a balance between current, recurring revenues and expenditures. It also should help to ensure a stable ending fund balance.
- The District shall, to the extent feasible, balance current (recurring) revenues and current (recurring) expenditures. Fund balance shall not be used to pay for ongoing revenues and expenditures.
- The District shall maintain a policy of aggressively collecting accounts receivable whereby after District staff has exhausted all in-house collection alternatives, accounts are assigned to a private collection agency.
- The District's general fund shall not pick up any expenditure that can be attributed or charged to another fund. This is achieved through an administrative allocation to the various funds. This policy will help to maintain the long-term stability of the general fund.
- The District shall maintain its infrastructure at a level adequate to protect the District's capital investment and to minimize future maintenance and replacement costs. It shall be the goal of the District not to defer maintenance of infrastructure.
- The District shall continue to transfer sufficient funds to the Capital Asset Replacement Fund to meet short-term capital asset needs while saving for future repair and replacement of assets.
- The District shall proactively increase revenues and decrease expenses where possible through lean processes allowing for increased efficiency and more cost-effective operations.

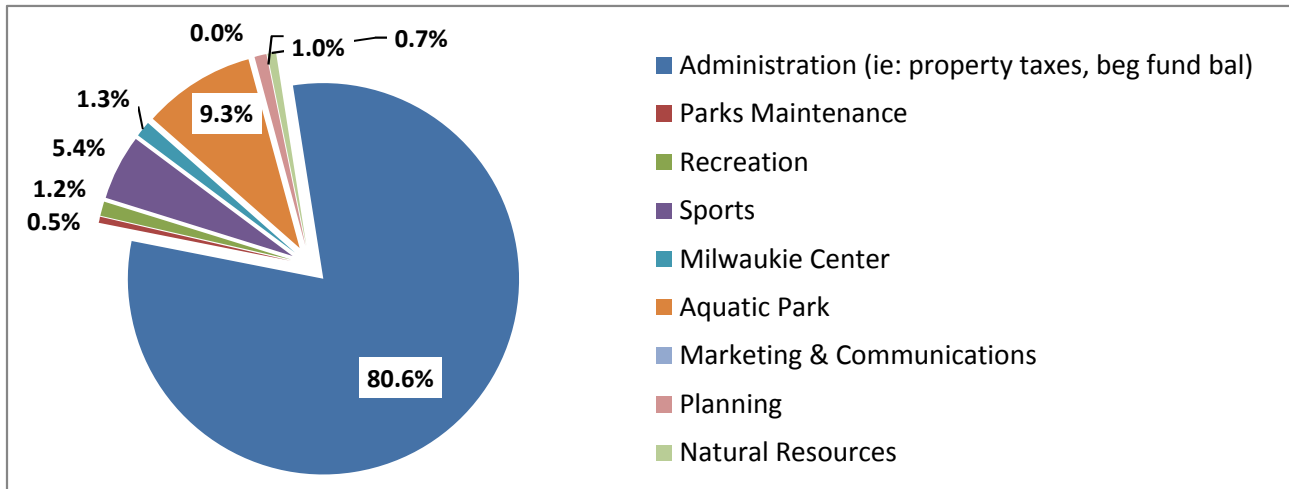
North Clackamas Parks & Recreation District

Fund Accounting Structure

Activity Type	Fund	Major Revenue Source(s)	Major Expense(s)
<u>Operating Funds</u>			
General Fund	113	Property Taxes, Fees and Charges, Grants, Donations	Operations
Nutrition and Transportation Fund	270	Other Government Agencies, Grants, Fees and Charges, Donations	Restricted to operations of Nutrition and Transportation activities at Milwaukie Center
<u>Acquisition & Construction</u>			
System Development Charge Funds	280-283	System Development Charges	Transfer dollars to Capital Projects Fund
Capital Projects Fund	480	Grant funds as well as Transfers from the General Fund and System Development Charges Funds	Acquisition and Construction
<u>Reserves</u>			
Capital Asset Replacement Fund	481	Transfer from General Fund	Repair and Replacement of Capital Equipment and Capital Assets
<u>Debt Service</u>			
Debt Service Fund-2010 Issue	382	Transfer from General Fund	2010 Full Faith and Credit Obligations
Debt Service Fund-2008 Issue	383	Transfer from SDC Funds	2008 Full Faith and Credit Obligations

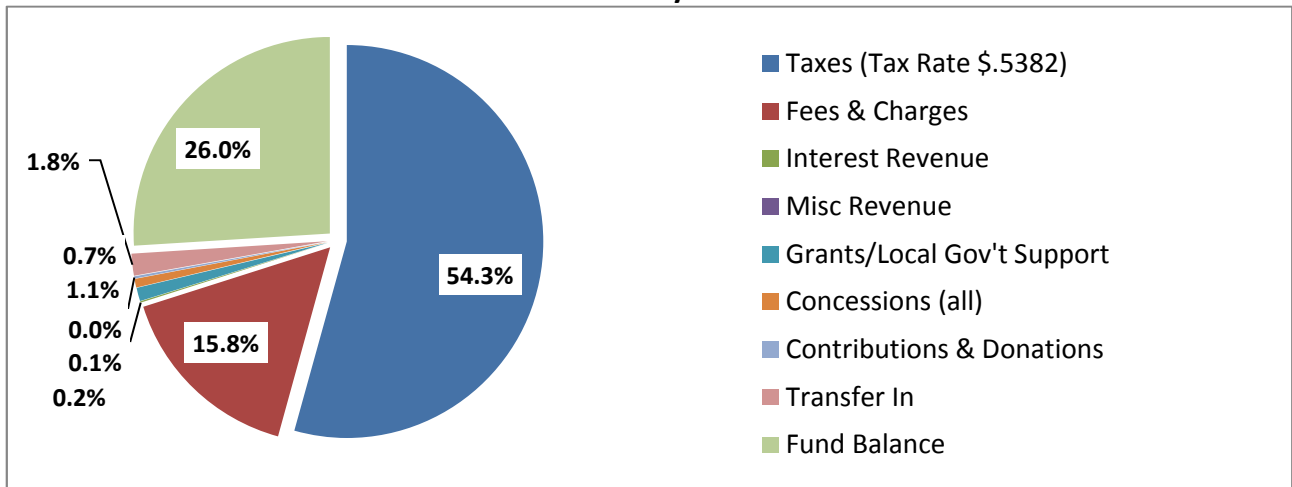
North Clackamas Parks & Recreation District Fiscal Year 2016/2017 Budget - General Fund 113

Revenue by Program



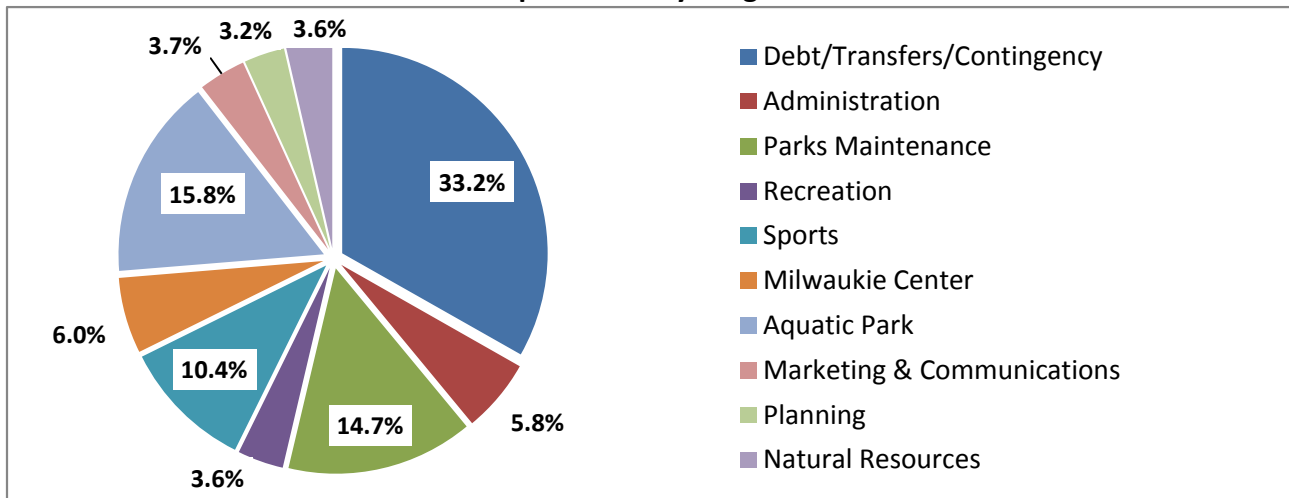
Administration (ie: property taxes, beg fund bal)	\$	9,905,352	80.6%
Parks Maintenance		65,740	0.5%
Recreation		152,500	1.2%
Sports		658,000	5.4%
Milwaukie Center		156,818	1.3%
Aquatic Park		1,148,400	9.3%
Marketing & Communications		-	0.0%
Planning		115,442	1.0%
Natural Resources		89,744	0.7%
Total	\$	12,291,996	100.0%

Revenue by Source



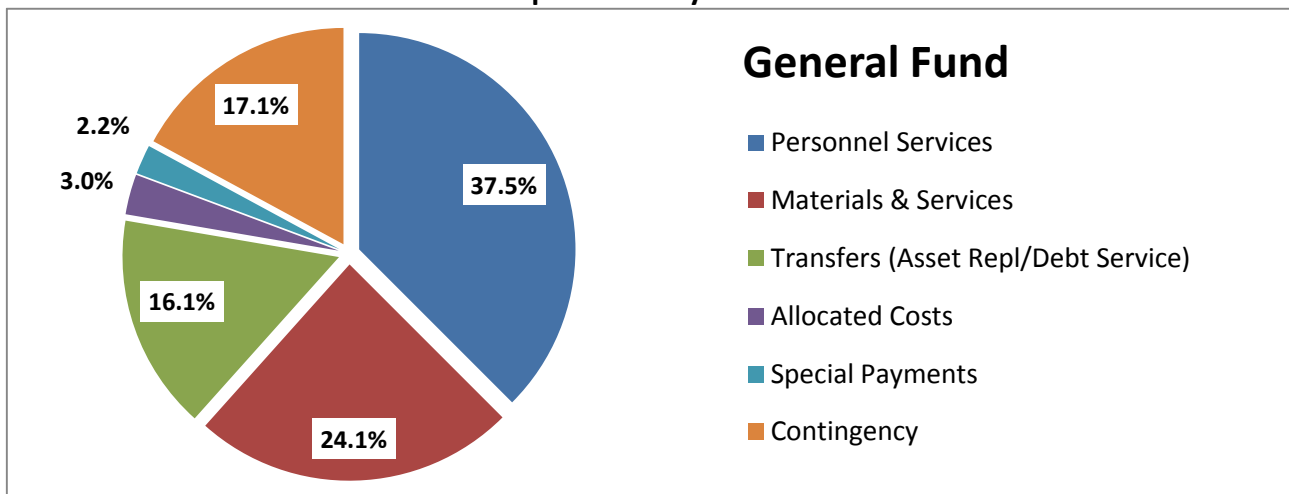
Taxes (Tax Rate \$.5382)	\$	6,676,665	54.3%
Fees & Charges		1,941,188	15.8%
Interest Revenue		14,200	0.1%
Misc Revenue		1,060	0.0%
Grants/Local Gov't Support		139,250	1.1%
Concessions (all)		79,000	0.7%
Contributions & Donations		25,000	0.2%
Transfer In		218,033	1.8%
Fund Balance		3,197,600	26.0%
Total	\$	12,291,996	100.0%

North Clackamas Parks & Recreation District
Fiscal Year 2016/2017 Budget - General Fund 113
Expenditure by Program



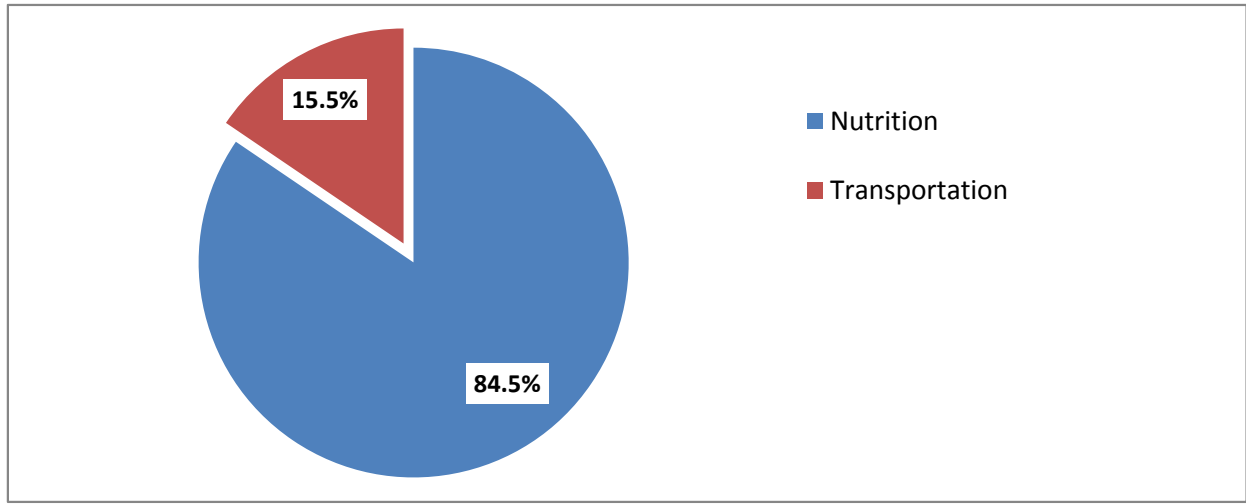
Debt/Transfers/Contingency	\$	4,090,797	33.2%
Administration		711,783	5.8%
Parks Maintenance		1,778,197	14.7%
Recreation		437,944	3.6%
Sports		1,281,363	10.4%
Milwaukie Center		743,218	6.0%
Aquatic Park		1,949,737	15.8%
Marketing & Communications		468,251	3.7%
Planning		389,248	3.2%
Natural Resources		441,458	3.6%
Total	\$	12,291,996	100.0%

Expenditure by Source



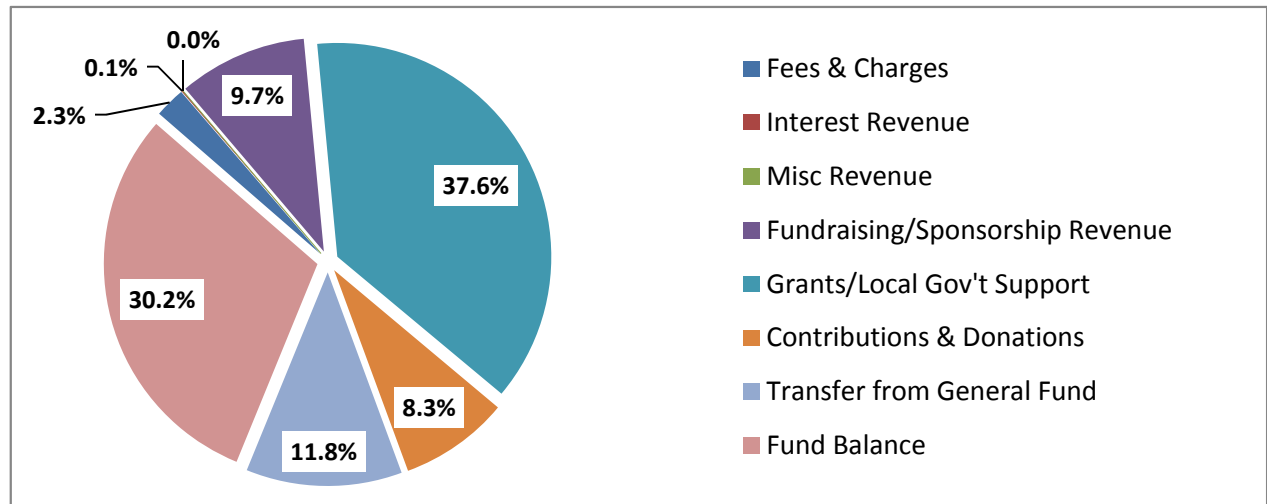
Personnel Services	\$	4,607,778	37.5%
Materials & Services		2,959,822	24.1%
Transfers (Asset Repl/Debt Service)		1,983,247	16.1%
Allocated Costs		361,397	3.0%
Special Payments		272,202	2.2%
Contingency		2,107,550	17.1%
Total	\$	12,291,996	100.0%

North Clackamas Parks & Recreation District
Fiscal Year 2016/2017 Budget - Nutrition and Transportation Fund 270
Revenue by Program



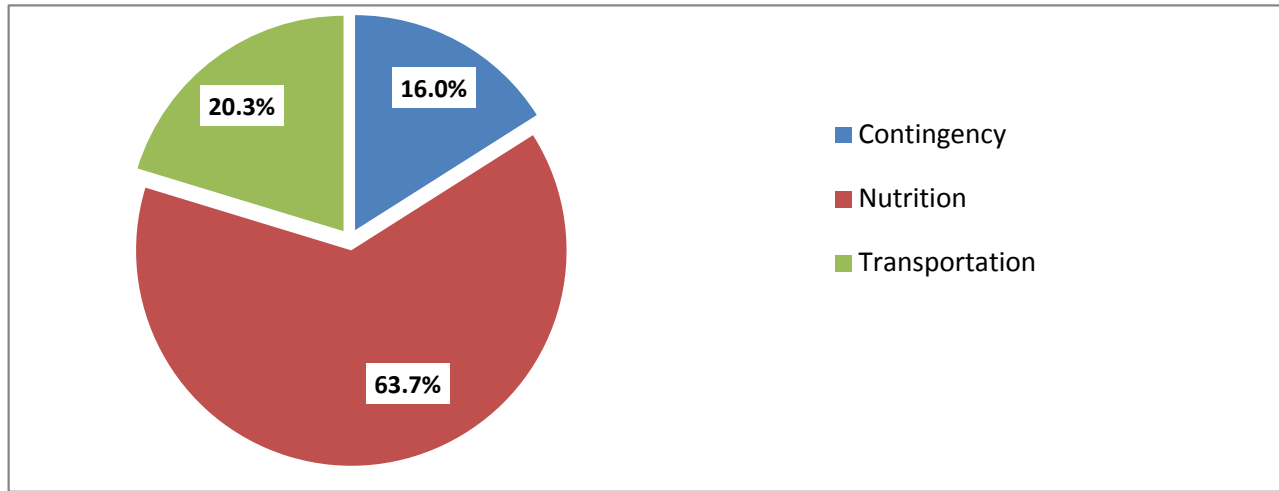
Nutrition	\$	718,197	84.5%
Transportation		131,895	15.5%
Total	\$	850,092	100.0%

Revenue by Source



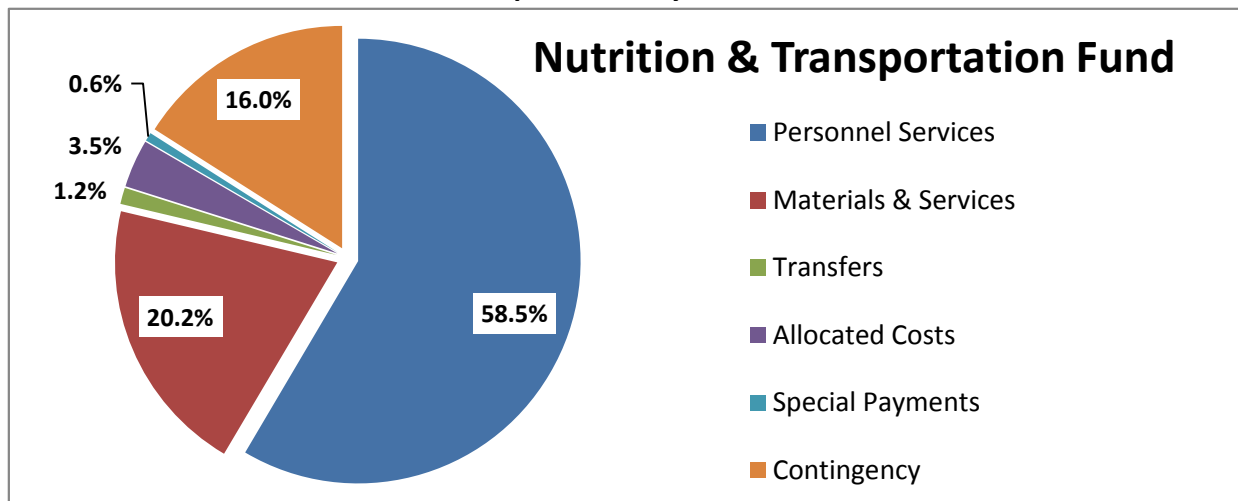
Fees & Charges	\$	19,500	2.3%
Interest Revenue		800	0.1%
Misc Revenue		-	0.0%
Fundraising/Sponsorship Revenue		82,250	9.7%
Grants/Local Gov't Support		319,395	37.6%
Contributions & Donations		71,000	8.3%
Transfer from General Fund		100,000	11.8%
Fund Balance		257,147	30.2%
Total	\$	850,092	100.0%

North Clackamas Parks & Recreation District
Fiscal Year 2016/2017 Budget - Nutrition and Transportation Fund 270
Expenditure by Program



Contingency	\$	136,373	16.0%
Nutrition		541,339	63.7%
Transportation		172,380	20.3%
Total	\$	850,092	100.0%

Expenditure by Source



Personnel Services	\$	497,390	58.5%
Materials & Services		171,989	20.2%
Transfers		9,818	1.2%
Allocated Costs		29,522	3.5%
Special Payments		5,000	0.6%
Contingency		136,373	16.0%
Total	\$	850,092	100.0%

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North Clackamas Parks & Recreation District
Interfund Transfers
Fiscal Year 2016/2017

Transfers In - 390XXX				Transfers Out - 470XXX			
Fund #	Fund Name	Amount	Fund #	Fund Name	Amount	Description	
113	General	\$ 9,818	270	Nutrition/Trans.	\$ 9,818	Milwaukie Center utility charges	
113	General	\$ 22,469	281	SDC - Zone 1	\$ 22,469	Capital personnel expenses	
113	General	\$ 17,445	282	SDC - Zone 2	\$ 17,445	Capital personnel expenses	
113	General	\$ 168,301	283	SDC - Zone 3	\$ 168,301	Capital personnel expenses	
270	Nutrition/Trans.	\$ 100,000	113	General	\$ 100,000	General Fund support	
382	Debt - 2010	\$ 500,000	113	General	\$ 500,000	Aquatic Park Debt	
382	Debt - 2010	\$ 2,361,042	481	Capital Replacement	\$ 2,361,042	Defeasance of Aquatic Park Debt	
383	Debt - 2008	\$ 160,000	281	SDC - Zone 1	\$ 160,000	Hood View Debt - from SDC's	
383	Debt - 2008	\$ 70,000	282	SDC - Zone 2	\$ 70,000	Hood View Debt - from SDC's	
383	Debt - 2008	\$ 400,000	283	SDC - Zone 3	\$ 400,000	Hood View Debt - from SDC's	
480	Capital Projects	\$ 183,247	113	General	\$ 183,247	General Funds for Non-SDC expenditures	
480	Capital Projects	\$ 31,496	281	SDC - Zone 1	\$ 31,496	SDC transfer to Capital Projects Fund	
480	Capital Projects	\$ 781,984	282	SDC - Zone 2	\$ 781,984	SDC transfer to Capital Projects Fund	
480	Capital Projects	\$ 5,245,047	283	SDC - Zone 3	\$ 5,245,047	SDC transfer to Capital Projects Fund	
480	Capital Projects	\$ 135,000	481	Capital Replacement	\$ 135,000	Capital replacement of assets	
481	Capital Replacement	\$ 1,200,000	113	General	\$ 1,200,000	Capital replacement of assets	
		<u>\$ 11,385,849</u>			<u>\$ 11,385,849</u>		

**North Clackamas Parks & Recreation District
District Revenue Summary - By Program
Fiscal Year 2016/2017**

Fund	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
General						
Administration	\$ 9,005,060	\$ 9,612,918	\$ 9,898,514	\$ 9,905,352	\$ 9,905,352	\$ 9,905,352
Parks Maintenance	49,986	61,131	42,958	65,740	65,740	65,740
Recreation	772,401	168,634	159,400	152,500	152,500	152,500
Sports	-	697,988	660,000	658,000	658,000	658,000
Milwaukie Center	162,025	184,282	167,670	156,818	156,818	156,818
Aquatic Park	1,106,017	1,144,704	1,150,935	1,148,400	1,148,400	1,148,400
Marketing & Comm	300	-	-	-	-	-
Planning	177,020	183,803	179,183	115,442	115,442	115,442
Natural Resources	74,772	85,132	103,011	89,744	89,744	89,744
Total	\$ 11,347,581	\$ 12,138,592	\$ 12,361,671	\$ 12,291,996	\$ 12,291,996	\$ 12,291,996
Nutrition & Transportation						
Nutrition	\$ 1,182,027	\$ 1,126,545	\$ 827,141	\$ 718,197	\$ 718,197	\$ 718,197
Transportation	132,131	140,283	137,895	131,895	131,895	131,895
Total	\$ 1,314,158	\$ 1,266,828	\$ 965,036	\$ 850,092	\$ 850,092	\$ 850,092
System Development Charges						
Total	\$ 4,061,504	\$ 10,125,386	\$ 11,542,159	\$ 12,968,932	\$ 12,968,932	\$ 12,968,932
Debt Service - Series 2010						
Total	\$ 596,134	\$ 599,678	\$ 604,560	\$ 4,469,538	\$ 4,469,538	\$ 4,469,538
Debt Service - Series 2008						
Total	\$ 670,991	\$ 675,887	\$ 708,303	\$ 734,943	\$ 734,943	\$ 734,943
Capital Projects						
Total	\$ 3,537,417	\$ 3,304,582	\$ 13,949,439	\$ 10,711,000	\$ 10,711,000	\$ 10,711,000
Capital Asset Replacement						
Total	\$ 1,653,067	\$ 2,335,228	\$ 2,786,088	\$ 3,963,536	\$ 3,963,536	\$ 3,963,536
TOTAL REVENUE	\$ 23,180,852	\$ 30,446,181	\$ 42,917,256	\$ 45,990,037	\$ 45,990,037	\$ 45,990,037

**North Clackamas Parks & Recreation District
District Expenditure Summary - By Program
Fiscal Year 2016/2017**

Fund	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
General						
Administration	\$ 2,061,679	\$ 1,897,793	\$ 5,173,981	\$ 4,802,580	\$ 4,802,580	\$ 4,802,580
Parks Maintenance	1,638,274	1,695,972	1,763,601	1,778,197	1,778,197	1,778,197
Recreation	976,815	398,983	444,430	437,944	437,944	437,944
Sports	-	925,359	1,109,751	1,281,363	1,281,363	1,281,363
Milwaukie Center	574,295	691,320	723,735	743,218	743,218	743,218
Aquatic Park	1,735,869	1,875,227	1,959,163	1,949,737	1,949,737	1,949,737
Marketing & Comm	288,766	350,996	373,789	468,251	468,251	468,251
Planning	487,278	466,598	400,610	389,248	389,248	389,248
Natural Resources	240,945	321,425	412,611	441,458	441,458	441,458
Total	\$ 8,003,921	\$ 8,623,673	\$ 12,361,671	\$ 12,291,996	\$ 12,291,996	\$ 12,291,996
Nutrition & Transportation						
Nutrition	\$ 507,306	\$ 722,167	\$ 776,877	\$ 677,712	\$ 677,712	\$ 677,712
Transportation	197,138	192,069	188,159	172,380	172,380	172,380
Total	\$ 704,444	\$ 914,236	\$ 965,036	\$ 850,092	\$ 850,092	\$ 850,092
System Development Charges						
Total	\$ 839,982	\$ 2,697,679	\$ 11,542,159	\$ 12,968,932	\$ 12,968,932	\$ 12,968,932
Debt Service - Series 2010						
Total	\$ 496,850	\$ 495,150	\$ 604,560	\$ 4,469,538	\$ 4,469,538	\$ 4,469,538
Debt Service - Series 2008						
Total	\$ 562,488	\$ 566,931	\$ 708,303	\$ 734,943	\$ 734,943	\$ 734,943
Capital Projects						
Total	\$ 870,862	\$ 1,519,238	\$ 13,949,439	\$ 10,711,000	\$ 10,711,000	\$ 10,711,000
Capital Asset Replacement						
Total	\$ 145,764	\$ 147,312	\$ 2,786,088	\$ 3,963,536	\$ 3,963,536	\$ 3,963,536
TOTAL EXPENDITURES	\$ 11,624,311	\$ 14,964,219	\$ 42,917,256	\$ 45,990,037	\$ 45,990,037	\$ 45,990,037

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NORTH CLACKAMAS PARKS AND RECREATION DISTRICT

Fiscal Year 2016/2017

MISSION STATEMENT:

North Clackamas Parks and Recreation District's (NCPRD) mission is to enrich community vitality and promote healthy living through parks and recreation.

NCPRD goals further the Board of County Commissioners' goals of creating a network of vibrant communities, while also following the principle of keeping our residents safe, healthy, and secure.

OVERALL GOALS AND OBJECTIVES:

- Operate and maintain all business and park operations of the District, assuring compliance with District, County, State, and Federal rules and regulations.
- Ensure the long-term financial stability of the District.
- Ensure District resources are aligned with current community needs and expectations for NCPRD programs, services and facilities based on the results of the 2014 Master Plan and results of Measure 3-451 submitted to the voters in November 2014.
- Provide exceptional recreation, fitness, education and social services programs to District residents that are data-driven, priced through the cost recovery methodology, reach the greatest number of residents with resources available and align with the needs/desires of the District's population.
- Execute the District's Capital Improvement Plan by only adding facilities required by growth and supported by new assessed value growth.
- Take care of existing District parks and facilities - build a Capital Asset Replacement Fund by systematically setting aside funds for asset repair and replacement.
- Implement Performance Clackamas and the Cost Recovery Model to inform management and enable better decision making.
- Continue revising and updating NCPRD policies and procedures.

Program Requirements	Budget 2015/2016	Adopted 2016/2017
Administration	\$ 5,173,981	\$ 4,802,580
Parks Maintenance	1,763,601	1,778,197
Recreation	444,430	437,944
Sports	1,109,751	1,281,363
Milwaukie Center	723,735	743,218
Aquatic Park	1,959,163	1,949,737
Marketing & Communications	373,789	468,251
Planning	400,610	389,248
Natural Resources	412,611	441,458
Nutrition	776,877	677,712
Transportation	188,159	172,380
System Development Charges (All Zones)	11,542,159	12,968,932
Debt Service 2010 Issue	604,560	4,469,538
Debt Service 2008 Issue	708,303	734,943
Capital Projects	13,949,439	10,711,000
Capital Asset Replacement	2,786,088	3,963,536
	\$ 42,917,256	\$ 45,990,037
Total Regular Full-Time Equivalent (FTE) Positions	32.43	33.82
Total Temporary and Part-Time FTE Positions**	43.35	43.45
Total NCPRD Staffing	75.78	77.27

**Temporary & part-time data tracking started with fiscal year 2014/2015 budget

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General Fund - Administration
113-5400-07701

Program Statement:

The purpose of the NCPRD Administration program is to coordinate and manage all aspects of District business and operations, including financial reporting, budget monitoring and preparation, risk management, purchasing and contract management to ensure compliance with applicable rules and regulations.

Fiscal Year 2016/2017 Objectives:

- Utilize forecast and quarterly reporting to ensure long-term financial stability of the District and to provide advance indicators of the District's fiscal position.
- Implement strategy to ensure sustainable long-term funding for Nutrition & Transportation Fund.
- Continue implementation of *Performance Clackamas* per direction from the BCC and County Administration.
- Implement in-house input and processing of Journal Entries and Accounts Payable.
- Complete Master Plan - update CIP and SDC ordinance.
- Streamline and restructure NCPRD Chart of Accounts.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Personnel Services*	\$ 196,434	\$ 1,786	\$ 15	\$ -	\$ -	\$ -
Materials and Services	483,733	582,393	677,103	631,207	631,207	631,207
Allocated Costs	81,512	84,842	76,291	80,576	80,576	80,576
Interfund Transfer	1,300,000	1,228,772	1,442,809	1,983,247	1,983,247	1,983,247
Contingency	-	-	2,977,763	2,107,550	2,107,550	2,107,550
Total Budget	\$ 2,061,679	\$ 1,897,793	\$ 5,173,981	\$ 4,802,580	\$ 4,802,580	\$ 4,802,580
Regular Full-Time FTE	2.00	-	-	-	-	-
Temporary & Part-Time FTE**	-	-	-	-	-	-
Total Program Staffing	2.00	-	-	-	-	-

Major Revenue Source(s)

The major revenue source for the Administration program is property taxes.

*As Contracted Services

** Temporary & part-time data tracking started with fiscal year 2014/2015 budget

General Fund - Administration

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07701							
302001	Beginning Fund Balance	\$ 2,948,647	\$ 3,343,661	\$ 3,514,918	\$ 3,197,600	\$ 3,197,600	\$ 3,197,600
311100	Current Taxes	5,779,703	6,065,631	6,171,872	6,486,665	6,486,665	6,486,665
311310	Delinquent Taxes	159,053	144,102	161,000	160,000	160,000	160,000
311350	Int & Penalties-Prop Tax	41,325	31,723	28,000	29,000	29,000	29,000
331250	Housing In Lieu of Tax	-	964	1,000	1,000	1,000	1,000
341809	Facilities Rental	8,398	8,003	5,164	8,288	8,288	8,288
360001	Misc. Revenue	(227)	566	560	560	560	560
361000	Interest Earned	18,351	18,268	16,000	14,200	14,200	14,200
390280	I/F Transfer From Fund 280	49,811	-	-	-	-	-
390281	I/F Transfer From Fund 281	-	-	-	8,039	8,039	8,039
Total Resources		\$ 9,005,060	\$ 9,612,918	\$ 9,898,514	\$ 9,905,352	\$ 9,905,352	\$ 9,905,352

General Fund - Administration

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07701							
421100	General Office Supplies	\$ 1,487	\$ 2,838	\$ 4,000	\$ 3,500	\$ 3,500	\$ 3,500
421110	Postage	998	801	1,200	1,100	1,100	1,100
422400	Food	1,046	26	1,500	1,000	1,000	1,000
422910	Misc. Meeting Expense	-	750	350	750	750	750
431000	Professional Services	113	10,619	-	-	-	-
431100	Audit	22,300	22,960	25,000	25,000	25,000	25,000
431420	Legal	43,899	26,006	50,000	35,000	35,000	35,000
431480	Hearing/Meeting Expense	398	127	1,800	1,500	1,500	1,500
431900	Contracted Services	196,434	1,786	15	-	-	-
431918	Internal Cty Contracted Svcs	331,087	440,374	512,627	489,130	489,130	489,130
432100	Telephone	7,100	6,389	8,500	8,500	8,500	8,500
432400	Advertising	520	239	1,000	850	850	850
432700	Data Processing	-	2,072	3,000	3,000	3,000	3,000
433100	Travel & Per Diem	4,028	5,623	3,700	620	620	620
433110	Mileage Reimbursement	-	-	-	575	575	575
434100	Printing & Duplicating Services	2,318	2,053	2,500	2,100	2,100	2,100
435130	Liability Insurance	1,957	4,151	6,748	-	-	-
437100	Building Repairs & Maintenance	-	-	1,000	1,000	1,000	1,000
437210	Office Equipment Repairs	-	-	1,000	950	950	950
438110	Office Rent	50,529	51,843	46,758	48,332	48,332	48,332
439200	Training/Staff Development	3,363	3,773	3,030	5,500	5,500	5,500
439400	Publications & Subscriptions	1,971	1,750	3,390	2,800	2,800	2,800
440001	Pmts to Other Gov't	10,619	-	-	-	-	-
470270	I/F Transfer To Fund 270	200,000	100,000	100,000	100,000	100,000	100,000
470382	I/F Transfer To Fund 382	500,000	500,000	500,000	500,000	500,000	500,000
470480	I/F Transfer To Fund 480	-	28,772	242,809	183,247	183,247	183,247
470481	I/F Transfer To Fund 481	600,000	600,000	600,000	1,200,000	1,200,000	1,200,000
478101	Accounting Services	9,825	8,933	6,466	9,031	9,031	9,031
478102	Information Services	18,838	19,736	25,041	25,182	25,182	25,182
478103	Building Maintenance	34,235	37,550	31,028	33,633	33,633	33,633
478104	Public & Government Rel	2,183	2,268	2,132	2,211	2,211	2,211
478105	Records Management	555	57	31	151	151	151
478106	Purchasing Services	1,674	1,747	2,109	1,727	1,727	1,727
478107	Courier Services	954	1,442	833	921	921	921
478111	Personnel Administration	4,919	3,664	20	-	-	-
478112	County Administration	1,416	1,814	1,635	1,698	1,698	1,698
478117	Mailroom Overhead	110	120	90	98	98	98
478201	Electric Utility	4,630	5,193	4,760	4,589	4,589	4,589
478202	Natural Gas	1,007	1,079	1,055	300	300	300
478203	Water Utility	857	861	752	685	685	685
478204	Trash Removal	309	378	339	350	350	350
499001	Contingency	-	-	2,977,763	2,107,550	2,107,550	2,107,550
Total Requirements		\$ 2,061,679	\$ 1,897,793	\$ 5,173,981	\$ 4,802,580	\$ 4,802,580	\$ 4,802,580
Total Resources		\$ 9,005,060	\$ 9,612,918	\$ 9,898,514	\$ 9,905,352	\$ 9,905,352	\$ 9,905,352

North Clackamas Parks and Recreation District**Org: 5400****Program: Administration****Expenditure Detail of Specific Line Items****Travel Detail (433100, 433110 & 439200)**

Northwest Government Finance Institute - Two Attending	\$	1,030
Oregon Government Finance Officers Association - One Attending		550
National Recreation and Park Association Conference - One Attending		1,500
Oregon Recreation and Park Association Conference - One Attending		815
Oregon Government Finance Officers Association Certification		600
Various computer and skills training, NCPRD staff		1,200
Other		1,000
Total Budget Request for Activity	\$	6,695

Publications and Subscriptions (439400)

Oregon Government Finance Officers Association Membership Dues	\$	220
North Clackamas County Chamber of Commerce		680
National Recreation and Park Association Membership Dues		900
Oregon Recreation and Park Association Membership Dues		1,000
Total Budget Request for Activity	\$	2,800

Other Significant Items Detail**Internal County Contracted Services (431918)**

Business and Community Services Administration Department Allocation	\$	489,130
Total Budget Request for Activity	\$	489,130

Transfer to Nutrition & Transportation (470270)

General Fund support required to fully fund the Nutrition & Transportation programs	\$	100,000
Total Budget Request for Activity	\$	100,000

Transfer to Debt Service Fund - 2010 Issue (470382)

Funds the Aquatic Park Debt payments	\$	500,000
Total Budget Request for Activity	\$	500,000

Transfer to Capital Projects Fund (470480)

Funds capital projects where SDC's or other revenues are not available	\$	183,247
Total Budget Request for Activity	\$	183,247

Transfer to Fixed Asset/Capital Replacement Fund (470481)

Funds the Repair and Replacement of District Capital Assets	\$	1,200,000
Total Budget Request for Activity	\$	1,200,000

General Fund - Parks Maintenance
113-5400-07702

Program Statement:

The purpose of the NCPRD Parks Maintenance program is to ensure the safety and care of the NCPRD properties and facilities, minimizing the risk exposure and protecting public health and safety for all District residents and visitors in a cost-effective manner.

Fiscal Year 2016/2017 Objectives:

- Provide ongoing support to all District facilities and programs including Recreation, Sports, Natural Resources, Aquatic Park, and Milwaukie Center.
- Continue to provide staff training and licensing in areas such as backflow testing, pesticide applicators, playground safety inspection, artificial and turf field maintenance and arbor care to ensure qualified, efficient and safe maintenance operations.
- Manage the construction of maintenance equipment storage building at Hood View Park.
- Refurbish basketball court and parking lot at Harmony Road Neighborhood Park.
- Remove and replace Ann Toni Schreiber tot play structure.
- Identify *Performance Clackamas* goals and measurements and develop implementation plan.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Personnel Services*	\$ 855,047	\$ 893,264	\$ 968,600	\$ 943,762	\$ 943,762	\$ 943,762
Materials and Services	745,799	510,512	480,297	515,206	515,206	515,206
Allocated Costs	37,428	43,573	48,622	47,027	47,027	47,027
Special Payments	-	248,623	266,082	272,202	272,202	272,202
Total Budget	\$ 1,638,274	\$ 1,695,972	\$ 1,763,601	\$ 1,778,197	\$ 1,778,197	\$ 1,778,197
Regular Full-Time FTE	7.72	7.73	7.68	8.12	8.12	8.12
Temporary & Part-Time FTE**	-	7.30	5.88	3.62	3.62	3.62
Total Program Staffing	7.72	15.03	13.56	11.74	11.74	11.74

Major Revenue Source(s)

The major revenue source for the Parks Maintenance program is property taxes.

*As Contracted Services

** Temporary & part-time data tracking started with fiscal year 2014/2015 budget

General Fund - Parks Maintenance

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07702							
333078	Marine Board Boat Ramp	\$ 3,600	\$ 3,744	\$ 3,600	\$ 2,750	\$ 2,750	\$ 2,750
340500	Maintenance Services	1,349	1,764	-	-	-	-
360001	Misc. Revenue	4,019	5,108	-	-	-	-
390280	I/F Transfer From Fund 280	41,018	50,515	-	-	-	-
390281	I/F Transfer From Fund 281	-	-	39,358	14,430	14,430	14,430
390282	I/F Transfer From Fund 282	-	-	-	17,445	17,445	17,445
390283	I/F Transfer From Fund 283	-	-	-	31,115	31,115	31,115
Total Resources		\$ 49,986	\$ 61,131	\$ 42,958	\$ 65,740	\$ 65,740	\$ 65,740

General Fund - Parks Maintenance
Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07702							
421100	General Office Supplies	\$ 176	\$ 482	\$ 500	\$ 500	\$ 500	\$ 500
422720	Uniform/Clothing Expense	2,825	1,316	4,450	4,450	4,450	4,450
424130	Maintenance Supplies	67,995	68,457	60,900	60,900	60,900	60,900
424423	Contracted Maintenance	36,726	40,357	41,400	61,900	61,900	61,900
424711	Sign Materials	8,148	7,356	6,000	6,000	6,000	6,000
424920	Chemicals	10,923	7,700	16,300	16,300	16,300	16,300
425100	Small Tools & Minor Equip.	9,748	6,837	18,200	18,200	18,200	18,200
431450	Licenses & Permits	565	350	1,800	1,800	1,800	1,800
431900	Contracted Services	855,047	893,264	968,600	943,762	943,762	943,762
432100	Telephone	8,851	4,004	8,580	8,580	8,580	8,580
432700	Data Processing	-	3,060	1,500	1,500	1,500	1,500
433100	Travel & Per Diem	902	-	350	350	350	350
434100	Printing & Duplicating Services	-	-	100	100	100	100
435130	Liability Insurance	6,665	14,144	26,364	16,935	16,935	16,935
436100	Electricity	71,120	63,712	37,232	39,020	39,020	39,020
436200	Sewer	11,517	13,160	8,400	8,400	8,400	8,400
436210	Water	76,401	107,648	65,436	88,746	88,746	88,746
436310	Natural Gas Fuel	33,373	27,493	38,300	13,100	13,100	13,100
436500	Trash Removal	26,993	27,862	14,709	14,709	14,709	14,709
437100	Building Repairs & Maintenance	7,551	2,798	13,400	13,400	13,400	13,400
437200	Equipment Repairs & Maint.	32,767	23,708	23,000	23,000	23,000	23,000
437210	Office Equipment Repairs	1,516	-	500	500	500	500
437910	Park Maintenance	1,344	725	3,000	3,000	3,000	3,000
437945	Vandalism Expense	6,574	5,044	6,000	6,000	6,000	6,000
438190	Misc. Rent	75,476	77,522	71,576	62,016	62,016	62,016
438320	Equipment & Vehicle Rental	1,892	3,620	6,300	40,600	40,600	40,600
439200	Training/Staff Development	1,643	1,799	3,800	3,000	3,000	3,000
439400	Publications & Subscriptions	375	165	50	50	50	50
440001	Pmts to Other Gov't (HV)	241,381	-	-	-	-	-
454005	Program Supplies - Sports	60	-	-	-	-	-
454013	Safety Equipment Materials	1,647	588	1,400	1,400	1,400	1,400
454095	Drug & Alcohol Testing	645	604	750	750	750	750
465002	Payments to Local Governments	-	248,623	266,082	272,202	272,202	272,202
478101	Accounting Services	15,350	18,072	16,877	18,665	18,665	18,665
478102	Information Services	7,066	7,403	11,381	10,071	10,071	10,071
478104	Public & Government Rel	2,183	2,268	2,135	2,211	2,211	2,211
478105	Records Management	865	118	81	312	312	312
478106	Purchasing Services	2,617	3,533	5,506	4,509	4,509	4,509
478111	Personnel Administration	7,820	10,245	10,919	9,461	9,461	9,461
478112	County Administration	1,417	1,814	1,635	1,698	1,698	1,698
478117	Mailroom Overhead	110	120	88	100	100	100
Total Requirements		\$ 1,638,274	\$ 1,695,972	\$ 1,763,601	\$ 1,778,197	\$ 1,778,197	\$ 1,778,197
Total Resources		\$ 49,986	\$ 61,131	\$ 42,958	\$ 65,740	\$ 65,740	\$ 65,740

North Clackamas Parks and Recreation District**Org: 5400****Program: Parks Maintenance****Expenditure Detail of Specific Line Items****Travel Detail (433100, 433110 & 439200)**

Oregon Recreation and Park Association Conference - Two Attending	\$	800
Pesticide Core Credit Classes - Seven Attending		1,050
ISA (Arborist) Certification and Training		800
Backflow Testing Certification - One Staff Member		350
Mileage		350
Total Budget Request for Activity	\$	3,350

Publications and Subscriptions (439400)

Playground Safety Magazine	\$	50
Total Budget Request for Activity	\$	50

Other Significant Items Detail**Contracted Maintenance (424423)**

Tree services for storm damage	\$	2,500
Sweeping - District Parks/Aquatic Park		2,500
Brush Removal		5,000
Electrical/Plumbing - District-wide		4,500
Chemical Toilet Rental - District Parks		12,400
Aeration - Pfeifer		6,500
Alarm Monitoring		3,500
Community Service - Trolley Trail & Mt. Talbert		3,500
Automatic Gate Repair		1,000
Turf Repairs/Service - Hoodview Park		4,500
Clearing Riverfront Dock Debris		4,000
Riverfront Park Expense		12,000
Total Budget Request for Activity	\$	61,900

Payments To Other Governments (465002)

Payment to the City of Happy Valley per Intergovernmental Agreement for Parks Maintenance	\$	272,202
Total Budget Request for Activity	\$	272,202

General Fund - Recreation
113-5400-07703

Program Statement:

The purpose of the NCPRD Recreation program is to provide a variety of recreational and educational opportunities directly and in partnership with other providers to enhance personal health and the quality of life for all residents of the District.

Fiscal Year 2016/2017 Objectives:

- Utilize Cost Recovery Pyramid to increase cost recovery and reduce net subsidy of identified recreation programs.
- Research recreational trends and implement new programs that will encourage healthy habits and build the community while increasing revenue.
- Expand relationships with organizations and businesses in the community to enhance program offerings.
- Identify *Performance Clackamas* goals and measurements and develop implementation plan.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Personnel Services*	\$ 658,341	\$ 281,173	\$ 286,160	\$ 289,470	\$ 289,470	\$ 289,470
Materials and Services	280,741	98,459	134,004	125,269	125,269	125,269
Allocated Costs	37,733	19,352	24,266	23,205	23,205	23,205
Total Budget	\$ 976,815	\$ 398,983	\$ 444,430	\$ 437,944	\$ 437,944	\$ 437,944
Regular Full-Time FTE	5.70	2.31	2.21	2.28	2.28	2.28
Temporary & Part-Time FTE**	-	1.80	1.66	1.58	1.58	1.58
Total Program Staffing	5.70	4.11	3.87	3.86	3.86	3.86

Major Revenue Source(s)

The major revenue sources for the Recreation program are property taxes and user fees.

*As Contracted Services

** Temporary & part-time data tracking started with fiscal year 2014/2015 budget

General Fund - Recreation

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07703							
347419	General Recreation	\$ 144,853	\$ 122,383	\$ 126,500	\$ 120,000	\$ 120,000	\$ 120,000
347420	Sports/Open Gym	352,591	-	-	-	-	-
347421	Rental/Reservations	191,565	53	-	-	-	-
347422	Special Events/Activities	17,057	20,570	16,000	10,000	10,000	10,000
347424	Class Registration	14,127	25,628	13,000	20,000	20,000	20,000
347425	Travel Program Revenue	264	-	-	-	-	-
347427	Contract w/Clack Cty Soc Svcs	11,482	-	-	-	-	-
347431	Hood View Concessions	36,588	-	-	-	-	-
362000	Advertising Revenue	3,875	-	3,900	2,500	2,500	2,500
Total Resources		\$ 772,401	\$ 168,634	\$ 159,400	\$ 152,500	\$ 152,500	\$ 152,500

General Fund - Recreation

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07703							
421100	General Office Supplies	\$ 3,981	\$ 1,461	\$ 1,600	\$ 1,500	\$ 1,500	\$ 1,500
421110	Postage	217	114	250	200	200	200
424423	Contracted Maintenance	185	-	-	-	-	-
424600	Motor Vehicle Materials & Supp.	1,047	-	2,000	1,000	1,000	1,000
424930	Technical Supplies	4,170	1,012	2,200	2,400	2,400	2,400
431900	Contracted Services	658,341	281,173	286,160	289,470	289,470	289,470
431902	Misc. Contracted Svc	17,453	15,453	11,000	17,000	17,000	17,000
431920	Program Contracts	140,579	56,500	74,121	73,200	73,200	73,200
432100	Telephone	13,166	3,107	5,000	3,200	3,200	3,200
432700	Data Processing	1,120	2,850	-	-	-	-
433100	Travel & Per Diem	1,471	51	500	1,050	1,050	1,050
433110	Mileage Reimbursement	-	-	-	500	500	500
433102	Mileage Volunteer	-	-	200	-	-	-
434100	Printing & Duplicating Services	3,766	1,069	2,500	2,500	2,500	2,500
435130	Liability Insurance	2,924	2,668	12,608	2,689	2,689	2,689
437100	Building Repairs & Maintenance	324	-	-	-	-	-
437210	Office Equip. Repairs & Maint.	-	34	-	100	100	100
438320	Equipment & Vehicle Rental	9,260	3,199	5,950	5,180	5,180	5,180
439200	Training/Staff Development	3,956	880	1,650	1,700	1,700	1,700
439400	Publications & Subscriptions	260	58	125	250	250	250
439953	Merchant Charge	5,516	2,256	2,000	2,500	2,500	2,500
450105	Special Events	5,240	5,704	8,300	7,300	7,300	7,300
454000	Program Materials & Supplies	3,573	2,044	4,000	3,000	3,000	3,000
454005	Program Supplies - Sports	62,533	-	-	-	-	-
478101	Accounting Services	9,019	5,188	3,986	4,704	4,704	4,704
478102	Information Services	16,483	7,426	11,383	10,073	10,073	10,073
478104	Public & Government Rel	2,184	976	2,135	2,211	2,211	2,211
478105	Records Management	508	34	19	79	79	79
478106	Purchasing Services	1,538	1,014	1,300	1,065	1,065	1,065
478107	Courier Services	331	248	513	480	480	480
478111	Personnel Administration	6,143	3,634	3,207	2,795	2,795	2,795
478112	County Administration	1,417	780	1,635	1,698	1,698	1,698
478117	Mailroom Overhead	110	52	88	100	100	100
Total Requirements		\$ 976,815	\$ 398,983	\$ 444,430	\$ 437,944	\$ 437,944	\$ 437,944
Total Resources		\$ 772,401	\$ 168,634	\$ 159,400	\$ 152,500	\$ 152,500	\$ 152,500

North Clackamas Parks and Recreation District**Org: 5400****Program: Recreation****Expenditure Detail of Specific Line Items****Travel Detail (433100, 433110 & 439200)**

Staff In-Service Training	\$	900
Oregon Recreation and Park Association Conference - Three Attending		1,850
Mileage		500
Total Budget Request for Activity	\$	3,250

Publications and Subscriptions (439400)

Oregon Recreation and Park Association Membership Dues	\$	250
Total Budget Request for Activity	\$	250

Other Significant Items Detail**Program Contracts (431920)**

Community Education Classes - More than 62 classes offered	\$	48,000
Art, Photo, Cooking, Computer, Dance, Gymnastics, and Yoga		22,000
Theater Workshop		3,200
Total Budget Request for Activity	\$	73,200

Special Events (450105)

Movies in the Park	\$	2,500
Daddy Daughter Dinner Dance		3,800
Winterfest		200
Teen Event		500
Senior Field Day		300
Total Budget Request for Activity	\$	7,300

General Fund - Sports
113-5400-07717

Program Statement:

The purpose of the NCPRD Sports program is to provide a wide array of recreational sports opportunities directly and in partnership with other providers to enhance personal health and the quality of life for all residents of the District.

Fiscal Year 2016/2017 Objectives:

- Provide active and healthy Sports programming for all ages.
- Utilize Cost Recovery Pyramid to evaluate existing programming in an effort to reach Cost Recovery benchmarks.
- Utilize and expand the use of social media to promote NCPRD Sports programming.
- Identify *Performance Clackamas* goals and measurements and develop implementation plan.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Personnel Services*	\$ -	\$ 622,736	\$ 697,616	\$ 806,978	\$ 806,978	\$ 806,978
Materials and Services	-	276,973	377,950	431,633	431,633	431,633
Allocated Costs	-	25,650	34,185	42,752	42,752	42,752
Total Budget	\$ -	\$ 925,359	\$ 1,109,751	\$ 1,281,363	\$ 1,281,363	\$ 1,281,363
Regular Full-Time FTE	-	3.81	3.66	4.03	4.03	4.03
Temporary & Part-Time FTE**	-	8.40	9.82	10.56	10.56	10.56
Total Program Staffing	-	12.21	13.48	14.59	14.59	14.59

Major Revenue Source(s)

The major revenue sources for the Sports program are property taxes and user fees.

*As Contracted Services

** Temporary & part-time data tracking started with fiscal year 2014/2015 budget

General Fund - Sports

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07717							
347411	Concessions	\$ -	\$ 54,482	\$ 58,000	\$ 58,000	\$ 58,000	\$ 58,000
347420	Sports/Open Gym	-	437,593	410,000	420,000	420,000	420,000
347421	Rental/Reservations	-	195,913	180,000	180,000	180,000	180,000
362000	Advertising Revenue	-	10,000	12,000	-	-	-
Total Resources		\$ -	\$ 697,988	\$ 660,000	\$ 658,000	\$ 658,000	\$ 658,000

General Fund - Sports

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07717							
421100	General Office Supplies	\$ -	\$ 3,993	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200
421110	Postage	-	10	-	-	-	-
422720	Uniform/Clothing Expense	-	8,269	4,000	4,000	4,000	4,000
424130	Maintenance Supplies	-	-	27,499	28,000	28,000	28,000
424930	Technical Supplies	-	7,683	3,000	2,500	2,500	2,500
431900	Contracted Services	-	622,736	697,616	806,978	806,978	806,978
431920	Program Contracts	-	93,378	153,000	140,000	140,000	140,000
432100	Telephone	-	10,836	9,800	12,000	12,000	12,000
432700	Data Processing	-	4,594	5,000	4,000	4,000	4,000
433100	Travel & Per Diem	-	437	2,477	1,190	1,190	1,190
433110	Mileage Reimbursement	-	-	-	2,600	2,600	2,600
434100	Printing & Duplicating Services	-	7,433	9,100	10,000	10,000	10,000
435130	Liability Insurance	-	3,537	19,107	9,943	9,943	9,943
436100	Electricity	-	4,130	35,317	46,000	46,000	46,000
436200	Water/Sewer	-	-	-	8,800	8,800	8,800
436210	Water	-	1,446	1,750	10,000	10,000	10,000
436310	Natural Gas	-	1,421	1,750	9,300	9,300	9,300
436500	Trash Removal	-	-	8,700	10,600	10,600	10,600
437100	Building Repairs & Maintenance	-	2,423	1,500	2,500	2,500	2,500
437200	Equipment Repairs & Maint.	-	1,692	3,500	3,500	3,500	3,500
437210	Office Equipment Repairs	-	1,577	2,000	3,000	3,000	3,000
438320	Equipment & Vehicle Rental	-	5,669	5,700	6,000	6,000	6,000
439200	Training/Staff Development	-	2,474	750	1,950	1,950	1,950
439400	Publications & Subscriptions	-	173	250	250	250	250
439953	Merchant Charge	-	5,247	3,500	4,500	4,500	4,500
454005	Program Supplies - Sports	-	110,551	76,050	106,800	106,800	106,800
478101	Accounting Services	-	6,876	8,831	11,745	11,745	11,745
478102	Information Services	-	9,844	11,383	17,628	17,628	17,628
478104	Public & Government Rel	-	1,293	2,135	2,211	2,211	2,211
478105	Records Management	-	45	43	196	196	196
478106	Purchasing Services	-	1,345	2,881	2,359	2,359	2,359
478107	Courier Services	-	328	-	-	-	-
478111	Personnel Administration	-	4,817	7,189	6,815	6,815	6,815
478112	County Administration	-	1,034	1,635	1,698	1,698	1,698
478117	Mailroom Overhead	-	68	88	100	100	100
Total Requirements		\$ -	\$ 925,359	\$ 1,109,751	\$ 1,281,363	\$ 1,281,363	\$ 1,281,363
Total Resources		\$ -	\$ 697,988	\$ 660,000	\$ 658,000	\$ 658,000	\$ 658,000

North Clackamas Parks and Recreation District**Org: 5400****Program: Sports****Expenditure Detail of Specific Line Items****Travel Detail (433100, 433110 & 439200)**

Staff In-Service Training	\$	750
Oregon Recreation and Park Association Conference - Three Attending		2,390
Mileage		2,600
Total Budget Request for Activity	\$	5,740

Publications and Subscriptions (439400)

Oregon Recreation and Park Association Membership Dues	\$	190
National Recreation and Park Association Membership Dues		60
Total Budget Request for Activity	\$	250

Other Significant Items Detail**Program Contracts (431920)**

<i>Officials/Referees - Adult Programs</i>		
Leagues	\$	65,000
Tournaments		5,000
<i>Officials/Referees - Youth Programs</i>		
Hoopers Basketball		40,000
Sideout Volleyball		2,000
Fastpitch Tournaments		9,000
<i>Program Coordination</i>		
Sideout Volleyball		2,000
Camp Coordination		6,000
<i>League Association/Tournament Fees</i>		
USSSA		2,000
ASA		9,000
Total Budget Request for Activity	\$	140,000

Program Supplies (454005)

HVP Facility/Field Equip & Supplies	\$	6,000
NCS D Facility Rentals		22,500
All Program Supplies		2,000
Adult Programs		12,000
<i>Youth Programs</i>		
Camps		4,700
Cheer Starz		9,200
Hoopers Basketball		36,800
Sideout Volleyball		3,900
PTF Football		2,700
Fastpitch Tournaments		1,500
Volunteer Background Checks		3,000
Staff Background Checks/Recruitment		500
First Aid Training & Supplies		2,000
Total Budget Request for Activity	\$	106,800

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General Fund - Milwaukie Center
113-5400-07704

Program Statement:

The purpose of the Milwaukie Center program is to provide a variety of coordinated social service, recreational and educational services for older adults and people with disabilities to assist them to remain independent with a sense of purpose. The Milwaukie Center also provides a place for the community to benefit from services, programs, and events through volunteer opportunities and rental activities.

Fiscal Year 2016/2017 Objectives:

- Continue to analyze potential updates to modernize the Milwaukie Center.
- Utilize Cost Recovery Pyramid to increase cost recovery and reduce net subsidy of identified social service programs.
- Identify *Performance Clackamas* goals and measurements and develop implementation plan.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Personnel Services*	\$ 426,681	\$ 504,741	\$ 516,398	\$ 577,165	\$ 577,165	\$ 577,165
Materials and Services	104,906	141,478	166,777	121,664	121,664	121,664
Allocated Costs	42,708	45,101	40,560	44,389	44,389	44,389
Total Budget	\$ 574,295	\$ 691,320	\$ 723,735	\$ 743,218	\$ 743,218	\$ 743,218
Regular Full-Time FTE	4.75	4.56	4.63	4.57	4.57	4.57
Temporary & Part-Time FTE**	-	1.60	1.49	2.32	2.32	2.32
Total Program Staffing	4.75	6.16	6.12	6.89	6.89	6.89

Major Revenue Source(s)

The major revenue sources for the Milwaukie Center are property taxes, Clackamas County pass-through dollars (federal grants), activity fees, and facility rental fees.

*As Contracted Services

** Temporary & part-time data tracking started with fiscal year 2014/2015 budget

General Fund - Milwaukie Center

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07704							
347423	Respite Revenue	\$ 9,180	\$ 8,566	\$ 10,000	\$ 8,500	\$ 8,500	\$ 8,500
347426	Rental/Reservation Fees	52,866	71,722	55,000	60,000	60,000	60,000
347427	Contract w/Clack Cty Soc Svcs	58,164	64,674	60,000	60,000	60,000	60,000
360001	Misc. Revenue	2,983	4,039	4,000	500	500	500
367000	Contributions & Donations	-	-	-	4,000	4,000	4,000
367009	Friends of Milwaukie Center	14,000	14,000	14,000	14,000	14,000	14,000
390270	I/F Transfer From Fund 270	24,832	21,281	24,670	9,818	9,818	9,818
Total Resources		\$ 162,025	\$ 184,282	\$ 167,670	\$ 156,818	\$ 156,818	\$ 156,818

General Fund - Milwaukie Center
Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07704							
421100	General Office Supplies	\$ 3,948	\$ 4,786	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
421110	Postage	544	259	800	500	500	500
422100	Supplies	530	373	600	600	600	600
422200	Janitorial Supplies	3,823	3,382	3,500	3,600	3,600	3,600
422400	Food	38	-	-	-	-	-
422910	Misc. Meeting Expense	67	13	100	100	100	100
431000	Professional Services	8,879	7,254	9,000	9,000	9,000	9,000
431900	Contracted Services	426,681	504,741	516,398	577,165	577,165	577,165
431918	Internal Cty Contracted Svc	-	393	-	-	-	-
432100	Telephone	12,770	11,025	10,000	11,000	11,000	11,000
432700	Data Processing	-	3,060	10,700	8,000	8,000	8,000
433100	Travel & Per Diem	1,969	1,433	2,000	500	500	500
433110	Mileage Reimbursement	-	-	-	2,000	2,000	2,000
434100	Printing & Duplicating Services	924	20,669	2,000	1,000	1,000	1,000
435130	Liability Insurance	9,845	20,891	44,338	3,844	3,844	3,844
436100	Electricity	17,590	19,233	19,000	19,000	19,000	19,000
436200	Sewer	4,156	5,452	8,670	8,670	8,670	8,670
436210	Water	2,944	3,994	4,600	4,600	4,600	4,600
436310	Natural Gas	6,912	5,915	10,200	8,000	8,000	8,000
436500	Trash Removal	3,376	3,659	4,300	4,300	4,300	4,300
437100	Building Repairs & Maintenance	17,989	19,490	20,000	20,000	20,000	20,000
437210	Office Equipment Repairs	164	2,913	3,500	4,000	4,000	4,000
437211	Office Equip. Maint./Furn.	2,965	2,320	1,219	1,200	1,200	1,200
437212	Office Equipment/Copier	2,932	411	-	-	-	-
439200	Training/Staff Development	668	699	2,250	2,250	2,250	2,250
439400	Publications & Subscriptions	141	262	1,000	500	500	500
439953	Merchant Charge	822	1,030	1,000	1,000	1,000	1,000
450105	Special Events	-	-	500	500	500	500
454000	Program Materials & Supplies	-	-	1,000	1,000	1,000	1,000
454016	Volunteer Expenses	909	2,562	2,500	2,500	2,500	2,500
478101	Accounting Services	6,158	6,211	5,920	7,659	7,659	7,659
478102	Information Services	25,902	27,139	22,765	25,185	25,185	25,185
478104	Public & Government Rel	2,184	2,269	2,135	2,211	2,211	2,211
478105	Records Management	347	41	29	128	128	128
478106	Purchasing Services	1,050	1,214	1,932	1,582	1,582	1,582
478107	Courier Services	927	1,400	762	781	781	781
478111	Personnel Administration	4,613	4,893	5,294	5,045	5,045	5,045
478112	County Administration	1,417	1,814	1,635	1,698	1,698	1,698
478117	Mailroom Overhead	110	120	88	100	100	100
Total Requirements		\$ 574,295	\$ 691,320	\$ 723,735	\$ 743,218	\$ 743,218	\$ 743,218
Total Resources		\$ 162,025	\$ 184,282	\$ 167,670	\$ 156,818	\$ 156,818	\$ 156,818

North Clackamas Parks and Recreation District
Org: 5400
Program: Milwaukie Center

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)

Oregon Gerontological Association - Two attending	\$	220
Oregon Recreation and Park Association's Section for Older Adult Resources Conference		600
Brookdale Respite Training		1,000
Alzheimer McGinty Conference - Two attending		110
Limited Building Maintenance Electrician Training		600
Mileage		2,000
Various Meetings		220
Total Budget Request for Activity	\$	4,750

Professional Services (431000)

Floor Care	\$	8,000
Security for Rentals		1,000
Total Budget Request for Activity	\$	9,000

Publications and Subscriptions (439400)

Oregonian	\$	150
Oregon Gerontological Association		110
National Recreation and Park Association/Leisure & Aging Section		100
Miscellaneous Professional Books		140
Total Budget Request for Activity	\$	500

Other Significant Items Detail

Building Repairs and Maintenance (437100)

Repairs, Replacements and Improvements	\$	9,700
Miscellaneous Parts and Tools		5,000
HVAC/Refrigeration Repair		2,000
Inspections/Permits		700
Contracted Maintenance		600
Facility Alarm		1,000
Electrical		1,000
Total Budget Request for Activity	\$	20,000

General Fund - Aquatic Park
113-5400-07705

Program Statement:

The purpose of the NCPRD Aquatic Park program is to provide District residents and visitors a variety of water-based recreational activities, healthy leisure alternatives, and swimming instruction in a safe setting and cost-effective manner.

Fiscal Year 2016/2017 Objectives:

- Evaluate and improve customer service delivery to achieve an enhanced Aquatic Park experience.
- Utilize Cost Recovery Pyramid to reduce net subsidy and increase cost recovery of identified Aquatic Park programs.
- Evaluate new building maintenance and service contract for the HVAC and pool equipment of North Clackamas Aquatic Park.
- Identify *Performance Clackamas* goals and measurements and develop implementation plan.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Personnel Services*	\$ 1,035,276	\$ 1,147,083	\$ 1,071,060	\$ 1,139,194	\$ 1,139,194	\$ 1,139,194
Materials and Services	642,920	665,890	825,984	748,194	748,194	748,194
Allocated Costs	57,673	62,254	62,119	62,349	62,349	62,349
Total Budget	\$ 1,735,869	\$ 1,875,227	\$ 1,959,163	\$ 1,949,737	\$ 1,949,737	\$ 1,949,737
Regular Full-Time FTE	6.99	6.83	5.25	5.57	5.57	5.57
Temporary & Part-Time FTE**	-	18.10	18.84	19.30	19.30	19.30
Total Program Staffing	6.99	24.93	24.09	24.87	24.87	24.87

Major Revenue Source(s)

The major revenue sources for the Aquatic Park are user fees and property taxes.

*As Contracted Services

** Temporary & part-time data tracking started with fiscal year 2014/2015 budget

General Fund - Aquatic Park

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07705							
341809	Facilities Rental	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -
347410	General Admissions/Open Swim	466,054	490,907	483,000	480,000	480,000	480,000
347411	Concessions	17,883	21,445	21,000	21,000	21,000	21,000
347412	Passes, laps	113,604	120,875	118,000	120,000	120,000	120,000
347413	Lessons	252,233	272,541	258,000	263,000	263,000	263,000
347414	Retail	32,980	27,770	29,000	28,000	28,000	28,000
347415	Rentals (Tubes/lockers)	32,014	30,917	33,000	29,000	29,000	29,000
347416	Climbing Wall	21,067	17,275	16,000	16,000	16,000	16,000
347417	Parties	82,209	80,475	83,000	85,000	85,000	85,000
347418	Pass Sales	39,415	27,248	64,935	56,400	56,400	56,400
347420	Milw. Parks-Sports/Open Gym	-	200	-	-	-	-
347426	Rental/Reservation Fees	41,460	46,373	35,000	43,000	43,000	43,000
367000	Contributions & Donations	6,500	8,678	10,000	7,000	7,000	7,000
Total Resources		\$ 1,106,017	\$ 1,144,704	\$ 1,150,935	\$ 1,148,400	\$ 1,148,400	\$ 1,148,400

General Fund - Aquatic Park
Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07705							
421100	General Office Supplies	\$ 1,991	\$ 2,800	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
421110	Postage	814	861	800	800	800	800
422400	Food	441	-	-	-	-	-
422404	Party Supplies	39,746	43,939	41,000	44,000	44,000	44,000
422720	Uniform/Clothing Expense	2,549	1,816	2,500	2,500	2,500	2,500
424130	Maintenance Supplies	(44)	(228)	-	-	-	-
424920	Chemicals	50,162	49,846	44,000	49,000	49,000	49,000
424930	Technical Supplies	14,358	6,148	8,800	8,800	8,800	8,800
431000	Professional Services	-	-	108,895	95,000	95,000	95,000
431450	Licenses & Permits	1,842	2,173	2,500	2,500	2,500	2,500
431900	Contracted Services	1,035,276	1,147,083	1,071,060	1,139,194	1,139,194	1,139,194
431920	Program Contracts	13,664	3,696	-	-	-	-
432100	Telephone	9,053	13,036	13,200	14,000	14,000	14,000
432700	Data Processing	-	-	1,500	4,500	4,500	4,500
433100	Travel & Per Diem	80	389	1,100	2,450	2,450	2,450
433110	Mileage Reimbursement	-	-	-	1,100	1,100	1,100
434100	Printing & Duplicating Services	3,094	675	2,500	2,500	2,500	2,500
435130	Liability Insurance	26,604	56,454	119,814	36,044	36,044	36,044
436100	Electricity	116,451	106,140	117,000	117,000	117,000	117,000
436200	Sewer	57,094	76,151	70,000	78,000	78,000	78,000
436210	Water	35,183	32,033	26,500	34,000	34,000	34,000
436310	Natural Gas	92,257	97,107	99,000	99,000	99,000	99,000
436500	Trash Removal	5,330	5,558	5,500	5,600	5,600	5,600
437100	Building Repairs & Maintenance	122,938	113,737	66,105	65,000	65,000	65,000
437200	Equipment Repairs & Maint.	-	5,766	2,000	2,000	2,000	2,000
437210	Office Equipment Repairs	3,627	2,923	3,500	3,500	3,500	3,500
438320	Equipment & Vehicle Rental	3,527	3,782	3,800	-	-	-
439200	Training/Staff Development	1,540	471	2,700	3,150	3,150	3,150
439400	Publications & Subscriptions	268	231	350	350	350	350
439953	Merchant Charge	14,538	15,341	14,500	15,000	15,000	15,000
450002	Merchandise for Resale	14,841	11,118	15,000	15,000	15,000	15,000
454000	Program Materials & Supplies	6,192	4,267	7,000	7,000	7,000	7,000
454005	Prog. Supplies - Sports	-	5	-	-	-	-
454015	Health/Safety Requirements	4,780	3,968	7,000	7,000	7,000	7,000
454017	Misc. Other	-	5,022	34,920	28,900	28,900	28,900
454095	Drug & Alcohol Testing	-	666	1,000	1,000	1,000	1,000
478101	Accounting Services	16,234	17,288	16,947	20,736	20,736	20,736
478102	Information Services	23,547	24,672	20,489	20,146	20,146	20,146
478104	Public & Government Rel	2,184	2,269	2,135	2,212	2,212	2,212
478105	Records Management	915	113	82	347	347	347
478106	Purchasing Services	2,768	3,380	5,528	4,527	4,527	4,527
478107	Courier Services	596	825	2,182	2,114	2,114	2,114
478111	Personnel Administration	9,902	11,772	13,029	10,465	10,465	10,465
478112	County Administration	1,417	1,815	1,639	1,702	1,702	1,702
478117	Mailroom Overhead	110	120	88	100	100	100
Total Requirements		\$ 1,735,869	\$ 1,875,227	\$ 1,959,163	\$ 1,949,737	\$ 1,949,737	\$ 1,949,737
Total Resources		\$ 1,106,017	\$ 1,144,704	\$ 1,150,935	\$ 1,148,400	\$ 1,148,400	\$ 1,148,400

North Clackamas Parks and Recreation District
Org: 5400
Program: Aquatic Park

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)

Staff In-Service Training	\$	5,600
Mileage		<u>1,100</u>
Total Budget Request for Activity	\$	6,700

Publications and Subscriptions (439400)

Oregon Recreation and Park Association Membership Dues	\$	240
National Recreation and Park Association Membership Dues		<u>110</u>
Total Budget Request for Activity	\$	350

Professional Services (431000)

Inspection	\$	2,900
Equipment		70,000
Controls		2,000
Pool Maintenance		13,900
Building Maintenance		<u>6,200</u>
Total Budget Request for Activity	\$	95,000

General Fund - Marketing and Communications

113-5400-07706

Program Statement:

The purpose of the NCPRD Marketing and Communications program is to publicize and promote NCPRD's diverse spectrum of programs and activities and to highlight the positive impact NCPRD makes in our community.

Fiscal Year 2016/2017 Objectives:

- Develop a marketing and outreach plan that outlines strategies and performance metrics for promoting NCPRD's brand, programs, facilities and parks.
- Continue to improve public understanding of NCPRD as a unified district, including all facilities and parks, by ensuring brand and messaging consistency across all marketing communications and materials.
- Launch an aggressive district-wide advertising and outreach campaign to increase awareness around NCPRD's brand with new and existing stakeholders, while also driving activity for NCPRD's programs and activities.
- Increase exposure and earned media opportunities through collaboration with Tourism and Economic Development departments, Chambers and media partners.
- Bolster NCPRD's online presence, including growing social media engagement, refreshing the website and increasing the adoption of the digital Discovery Guide.
- Identify *Performance Clackamas* goals and measurements and develop implementation plan.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Personnel Services*	\$ 125,164	\$ 164,388	\$ 202,619	\$ 235,351	\$ 235,351	\$ 235,351
Materials and Services	147,688	169,698	153,954	214,447	214,447	214,447
Allocated Costs	15,914	16,910	17,216	18,453	18,453	18,453
Total Budget	<u>\$ 288,766</u>	<u>\$ 350,996</u>	<u>\$ 373,789</u>	<u>\$ 468,251</u>	<u>\$ 468,251</u>	<u>\$ 468,251</u>
Regular Full-Time FTE	1.05	1.26	1.21	1.31	1.31	1.31
Temporary & Part-Time FTE**	-	0.80	0.77	1.13	1.13	1.13
Total Program Staffing	<u>1.05</u>	<u>2.06</u>	<u>1.98</u>	<u>2.44</u>	<u>2.44</u>	<u>2.44</u>

Major Revenue Source(s)

The major revenue source for the Marketing and Communications program is property taxes.

*As Contracted Services

** Temporary & part-time data tracking started with fiscal year 2014/2015 budget

General Fund - Marketing and Communications

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07706							
360001	Misc. Revenue	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Resources	<u>\$ 300</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

General Fund - Marketing and Communications

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07706							
421100	General Office Supplies	\$ 41	\$ 7	\$ 300	\$ 800	\$ 800	\$ 800
421110	Postage	2,444	2,547	2,900	5,000	5,000	5,000
422400	Food	5,215	-	418	500	500	500
422900	Misc. Department Supplies	2,044	833	1,350	1,216	1,216	1,216
431000	Professional Services	23,826	20,834	22,000	24,000	24,000	24,000
431900	Contracted Services	125,164	164,388	202,619	235,351	235,351	235,351
432100	Telephone	1,249	1,354	1,300	3,200	3,200	3,200
432400	Advertising	57,542	70,136	64,000	100,000	100,000	100,000
432401	Marketing & Promotion	21,149	35,714	20,000	30,000	30,000	30,000
432402	Community Relations	5,000	5,000	-	-	-	-
432700	Data Processing	-	-	1,500	2,000	2,000	2,000
433100	Travel & Mileage	2,478	953	2,500	2,500	2,500	2,500
433110	Mileage Reimbursement	-	-	-	500	500	500
434100	Printing & Duplicating Services	24,585	28,767	31,000	38,000	38,000	38,000
435130	Liability Insurance	499	1,059	1,686	1,481	1,481	1,481
439200	Training/Staff Development	620	-	2,500	2,500	2,500	2,500
439400	Publications & Subscriptions	994	1,735	1,500	1,500	1,500	1,500
454016	Volunteer Expenses	-	760	1,000	1,250	1,250	1,250
478101	Accounting Services	3,093	3,137	3,325	3,956	3,956	3,956
478102	Information Services	7,064	7,402	6,830	7,555	7,555	7,555
478104	Public & Government Rel	2,184	2,269	2,135	2,211	2,211	2,211
478105	Records Management	174	21	16	66	66	66
478106	Purchasing Services	527	613	1,085	888	888	888
478111	Personnel Administration	1,345	1,534	2,102	1,979	1,979	1,979
478112	County Administration	1,417	1,814	1,635	1,698	1,698	1,698
478117	Mailroom Overhead	110	120	88	100	100	100
	Total Requirements	<u>\$ 288,766</u>	<u>\$ 350,996</u>	<u>\$ 373,789</u>	<u>\$ 468,251</u>	<u>\$ 468,251</u>	<u>\$ 468,251</u>
	Total Resources	<u>\$ 300</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

North Clackamas Parks and Recreation District**Org: 5400****Program: Marketing and Communications****Expenditure Detail of Specific Line Items****Travel Detail (433100, 433110 & 439200)**

Staff Development - WordPress Training/Marketing Workshops	\$	2,500
Oregon Recreation and Park Association Conference - One Attending		2,500
Mileage		500
Total Budget Request for Activity	\$	5,500

Professional Services (431000)

Drum Creative - Website Maintenance	\$	9,500
Creative Services (Various - Design, Copy, Video, etc.)		10,000
Audience Segmentation & Market Research		1,500
Immigrant and Refugee Org - English to Spanish Translation Services		1,000
Purchasing Address Lists		1,000
Various Marketing-Related Small Projects		1,000
Total Budget Request for Activity	\$	24,000

Publications and Subscriptions (439400)

City-County Communications and Marketing Association Annual Membership Dues	\$	280
American Marketing Association Annual Membership Dues		390
Lynda.com Subscription		240
Various Magazine Subscriptions		415
Oregon Recreation and Park Association Membership Dues		175
Total Budget Request for Activity	\$	1,500

Other Significant Items Detail**Printing and Duplicating Services (434100)**

Discovery Guide	\$	22,000
Marketing Collateral		10,000
Signage		6,000
Total Budget Request for Activity	\$	38,000

Advertising (432400)

Digital Ads	\$	30,000
Social Media Ads		5,000
Out-of-Home Ads		15,000
Print Ads		20,000
Radio Ads		10,000
Television Ads		20,000
Total Budget Request for Activity	\$	100,000

Marketing Promotion (432401)

Events/Event Materials	\$	10,000
Promotional Giveaways		12,000
Various Smaller Promotional Projects		8,000
	\$	30,000

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General Fund - Planning 113-5400-07715

Program Statement:

The purpose of the NCPRD Planning program is to coordinate and manage the acquisition of park land, park planning, and the development of parks, trails, and recreational facilities.

Fiscal Year 2016/2017 Objectives:

- Complete District Master Plan, Capital Improvement Plan and update Park SDC Methodology and rates.
- Obtain funding and initiate construction of Wichita Park.
- Plan, design and acquisition of two Happy Valley Neighborhood Parks.
- Identify and work toward acquisition of a new Neighborhood Park in Zone Two.
- Mount Scott Scouters Mountain Loop Trail planning, design and acquisition, including the Hidden Falls property and Southern Lites Park to Scott Creek Park trail projects.
- Design an artificial turf field in Happy Valley and begin construction.
- Develop an Indoor Recreation Facilities Master Plan.
- Identify *Performance Clackamas* goals and measurements and develop implementation plan.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Personnel Services*	\$ 189,625	\$ 367,036	\$ 313,693	\$ 306,795	\$ 306,795	\$ 306,795
Materials and Services	283,077	84,083	67,837	64,533	64,533	64,533
Allocated Costs	14,576	15,479	19,080	17,920	17,920	17,920
Total Budget	\$ 487,278	\$ 466,598	\$ 400,610	\$ 389,248	\$ 389,248	\$ 389,248
Regular Full-Time FTE	1.18	1.74	1.80	1.84	1.84	1.84
Temporary & Part-Time FTE**	-	0.80	0.70	0.61	0.61	0.61
Total Program Staffing	1.18	2.54	2.50	2.45	2.45	2.45

Major Revenue Source(s)

The major revenue sources for the Planning program are property taxes and system development charges.

*As Contracted Services

** Temporary & part-time data tracking started with fiscal year 2014/2015 budget

General Fund - Planning

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07715							
390280	I/F Transfer From Fund 280	\$ 177,020	\$ 183,803	\$ -	\$ -	\$ -	\$ -
390281	I/F Transfer From Fund 281	-	-	3,577	-	-	-
390282	I/F Transfer From Fund 282	-	-	2,919	-	-	-
390283	I/F Transfer From Fund 283	-	-	172,687	115,442	115,442	115,442
Total Resources		\$ 177,020	\$ 183,803	\$ 179,183	\$ 115,442	\$ 115,442	\$ 115,442

General Fund - Planning

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07715							
421100	General Office Supplies	\$ -	\$ 55	\$ 300	\$ 300	\$ 300	\$ 300
421110	Postage	-	-	350	350	350	350
422400	Food	-	82	300	300	300	300
422900	Misc. Department Supplies	90	233	350	350	350	350
431000	Professional Services	218,045	77,025	53,981	50,000	50,000	50,000
431480	Hearing/Meeting Expense	77	-	350	350	350	350
431900	Contracted Services	189,625	367,036	313,693	306,795	306,795	306,795
431902	Misc. Contracted Svc	4,955	-	-	-	-	-
431910	Other Contracts	50,000	-	-	-	-	-
432100	Telephone	1,856	2,069	1,610	1,610	1,610	1,610
432700	Data Processing	4,110	-	1,200	1,200	1,200	1,200
433100	Travel & Mileage	1,183	2,703	4,400	2,650	2,650	2,650
433110	Mileage Reimbursement	-	-	-	2,250	2,250	2,250
434100	Printing & Duplicating Services	993	5	1,000	1,000	1,000	1,000
435130	Liability Insurance	499	1,059	1,686	2,363	2,363	2,363
436310	Natural Gas	-	-	-	-	-	-
439200	Training/Staff Development	1,225	469	1,950	1,450	1,450	1,450
439400	Publications & Subscriptions	44	383	360	360	360	360
478101	Accounting Services	3,742	3,690	5,611	4,240	4,240	4,240
478102	Information Services	4,709	4,934	4,553	5,037	5,037	5,037
478104	Public & Government Rel	2,184	2,269	2,135	2,211	2,211	2,211
478105	Records Management	211	24	27	71	71	71
478106	Purchasing Services	638	722	1,831	1,499	1,499	1,499
478111	Personnel Administration	1,565	1,906	3,200	3,064	3,064	3,064
478112	County Administration	1,417	1,814	1,635	1,698	1,698	1,698
478117	Mailroom Overhead	110	120	88	100	100	100
Total Requirements		\$ 487,278	\$ 466,598	\$ 400,610	\$ 389,248	\$ 389,248	\$ 389,248
Total Resources		\$ 177,020	\$ 183,803	\$ 179,183	\$ 115,442	\$ 115,442	\$ 115,442

North Clackamas Parks and Recreation District

Org: 5400

Program: Planning

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)

Oregon Recreation and Park Association Conference - Two Attending	\$	2,200
National Recreation and Park Association Conference - One Attending		1,900
Mileage		<u>2,250</u>
Total Budget Request for Activity	\$	6,350

Professional Services (431000)

Contract for surveying, engineering, roads, Auto CAD, and Art Alliance	\$	20,000
Analysis/Assessment of Potential Non-SDC Funded Projects		20,000
Intertwine Alliance Foundation		<u>10,000</u>
Total Budget Request for Activity	\$	50,000

Publications and Subscriptions (439400)

APA - American Planning Association and Oregon Planning Association Membership	\$	<u>360</u>
Total Budget Request for Activity	\$	360

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General Fund - Natural Resources

113-5400-07716

Program Statement:

The purpose of the NCPRD Natural Resources program is to coordinate and manage natural resources within District parks.

Fiscal Year 2016/2017 Objectives:

- Maintain natural areas within NCPRD sites and complete enhancement projects in partnership with Water Environment Services (WES) and other partners.
- Initiate work on Capital Projects including the North Side of North Clackamas Park planning and land acquisition.
- Initiate work on trail projects including a comprehensive Clackamas River Greenway Plan, with acquisition and access strategies, partnership opportunities, and funding options.
- Partner with Oak Lodge Sanitary District to continue efforts at Boardman Wetlands, Trolley Trail and other sites within our Districts.
- Continue work with WES Clackamas County Service District #1 to implement partnership efforts at: Oak Bluff, Rose Creek, 3 Creeks, and the Clackamas River Greenway.
- Continue to add detail to the GIS-based property and facility inventory and natural areas database to further refine management and maintenance actions, planning, and budgeting.
- Increase efforts to heighten public awareness and support for natural areas programs, projects and partnerships.
- Identify *Performance Clackamas* goals and measurements and develop implementation plan.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Personnel Services*	\$ 174,995	\$ 258,618	\$ 290,686	\$ 309,063	\$ 309,063	\$ 309,063
Materials and Services	47,614	44,509	101,753	107,669	107,669	107,669
Allocated Costs	18,336	18,297	20,172	24,726	24,726	24,726
Total Budget	\$ 240,945	\$ 321,425	\$ 412,611	\$ 441,458	\$ 441,458	\$ 441,458
Regular Full-Time FTE	2.21	2.22	2.21	2.31	2.31	2.31
Temporary & Part-Time FTE**	-	1.80	1.50	1.50	1.50	1.50
Total Program Staffing	2.21	4.02	3.71	3.81	3.81	3.81

Major Revenue Source(s)

The major revenue sources for the Natural Resources program are property taxes, grants, and system development charges.

*As Contracted Services

** Temporary & part-time data tracking started with fiscal year 2014/2015 budget

General Fund - Natural Resources

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07716							
333001	Local & Other Gov Grants	\$ 60,710	\$ 67,586	\$ 70,000	\$ 68,000	\$ 68,000	\$ 68,000
360001	Misc. Revenue	3,928	10	-	-	-	-
390280	I/F Transfer From Fund 280	10,133	17,536	-	-	-	-
390283	I/F Transfer From Fund 283	-	-	33,011	21,744	21,744	21,744
Total Resources		<u>\$ 74,772</u>	<u>\$ 85,132</u>	<u>\$ 103,011</u>	<u>\$ 89,744</u>	<u>\$ 89,744</u>	<u>\$ 89,744</u>

General Fund - Natural Resources

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 113 5400 07716							
421100	General Office Supplies	\$ 274	\$ 307	\$ 400	\$ 800	\$ 800	\$ 800
422400	Food	534	307	1,000	1,000	1,000	1,000
422720	Uniform/Clothing Expense	628	242	1,000	1,000	1,000	1,000
422930	Technical Supplies	12,316	10,338	21,650	21,650	21,650	21,650
424711	Sign Materials	185	675	2,000	2,000	2,000	2,000
425100	Small Tools & Minor Equip.	1,448	685	1,000	1,000	1,000	1,000
431000	Professional Services	-	2,593	12,000	14,500	14,500	14,500
431450	Licenses & Permits	100	450	250	250	250	250
431900	Contracted Services	174,995	258,618	290,686	309,063	309,063	309,063
431920	Program Contracts	20,412	15,398	21,375	21,875	21,875	21,875
432100	Telephone	3,247	3,374	3,200	3,200	3,200	3,200
432700	Data Processing	-	-	1,500	2,100	2,100	2,100
433100	Travel & Mileage	1,473	1,974	2,000	550	550	550
433110	Mileage Reimbursement	-	-	-	1,450	1,450	1,450
435130	Liability Insurance	827	1,621	4,216	3,052	3,052	3,052
436310	Natural Gas	1,113	2,176	2,800	-	-	-
436500	Trash Removal	119	38	1,800	1,200	1,200	1,200
437200	Equipment Repairs & Maint.	850	1,198	2,000	2,000	2,000	2,000
437210	Office Equipment Repairs	1,556	63	1,500	500	500	500
438190	Misc. Rent	-	-	16,492	20,672	20,672	20,672
438320	Equipment & Vehicle Rental	123	-	1,500	4,300	4,300	4,300
439200	Training/Staff Development	951	1,259	2,180	2,180	2,180	2,180
439400	Publications & Subscriptions	1,409	1,701	1,390	1,890	1,890	1,890
454013	Safety Equipment Materials	48	110	500	500	500	500
478101	Accounting Services	4,400	3,326	3,166	4,367	4,367	4,367
478102	Information Services	7,064	7,402	9,106	12,591	12,591	12,591
478104	Public & Government Rel	2,184	2,269	2,135	2,211	2,211	2,211
478105	Records Management	248	22	15	73	73	73
478106	Purchasing Services	750	650	1,033	846	846	846
478111	Personnel Administration	2,163	2,694	2,994	2,840	2,840	2,840
478112	County Administration	1,417	1,814	1,635	1,698	1,698	1,698
478117	Mailroom Overhead	110	120	88	100	100	100
Total Requirements		<u>\$ 240,945</u>	<u>\$ 321,425</u>	<u>\$ 412,611</u>	<u>\$ 441,458</u>	<u>\$ 441,458</u>	<u>\$ 441,458</u>
Total Resources		<u>\$ 74,772</u>	<u>\$ 85,132</u>	<u>\$ 103,011</u>	<u>\$ 89,744</u>	<u>\$ 89,744</u>	<u>\$ 89,744</u>

North Clackamas Parks and Recreation District**Org: 5400****Program: Natural Resources****Expenditure Detail of Specific Line Items****Travel Detail (433100, 433110 & 439200)**

Urban Ecosystem Research Consortium - Two Attending	\$	180
Oregon Recreation and Parks Association Conference - One Attending		400
Ecology Trainings Society of Ecological Restoration, Wildlife - Two Attending		800
Geographic Information Systems Training - One Attending		450
Pesticide Recertification classes - Three Attending		350
Travel and Per Diem ORPA and other		550
Mileage		1,450
Total Budget Request for Activity	\$	4,180

Professional Services (431000)

Natural Area Asset Management and Community Engagement	\$	14,500
Total Budget Request for Activity	\$	14,500

Publications and Subscriptions (439400)

Society of Ecological Restoration Dues	\$	190
ArcGIS and ArcPad Annual Fees		1,000
Ecological Society of America		200
Cooperative Weed Management Area Membership		500
Total Budget Request for Activity	\$	1,890

Other Significant Items Detail**Technical Supplies (422930)**

Supplies and Materials	\$	9,850
Grant Funded Supplies and Materials		11,800
Total Budget Request for Activity	\$	21,650

Program Contracts (431920)

Invasive control	\$	3,500
Planting		2,500
Hazard Tree Mitigation		5,375
Trolley Trail		2,500
Chemical Toilet Rental		500
WES Project		7,500
Total Budget Request for Activity	\$	21,875

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Nutrition and Transportation Fund - Nutrition 270-5405-07707

Program Statement:

The purpose of the Milwaukie Center Nutrition program is to coordinate and manage nutrition services for older adults and people with disabilities living in North Clackamas County to assist them in remaining healthy and independent.

Fiscal Year 2016/2017 Objectives:

- Increase fundraising by engaging more community partners.
- Increase the March for Meals goal to \$30,000.
- Increase revenue at Pete's Café by using a combination of increased prices and volume.
- Utilize Cost Recovery Pyramid to reduce net subsidy and increase cost recovery of identified nutrition programs.
- Identify *Performance Clackamas* goals and measurements and develop implementation plan.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Personnel Services*	\$ 347,545	\$ 368,911	\$ 349,278	\$ 377,278	\$ 377,278	\$ 377,278
Materials and Services	125,194	120,256	127,500	130,247	130,247	130,247
Allocated Costs	15,039	16,399	16,188	19,212	19,212	19,212
Special Payments	-	-	5,000	5,000	5,000	5,000
Interfund Transfer	19,528	216,601	19,250	9,602	9,602	9,602
Contingency	-	-	259,661	136,373	136,373	136,373
Total Budget	<u>\$ 507,306</u>	<u>\$ 722,167</u>	<u>\$ 776,877</u>	<u>\$ 677,712</u>	<u>\$ 677,712</u>	<u>\$ 677,712</u>
Regular Full-Time FTE	4.63	3.52	3.24	3.45	3.45	3.45
Temporary & Part-Time FTE**	-	1.40	1.13	1.27	1.27	1.27
Total Program Staffing	<u>4.63</u>	<u>4.92</u>	<u>4.37</u>	<u>4.72</u>	<u>4.72</u>	<u>4.72</u>

Major Revenue Source(s)

The major revenue sources for the Nutrition program are support from local government and other agencies, fundraising, grants, and donations.

*As contracted services

** Temporary & part-time data tracking started with fiscal year 2014/2015 budget

Nutrition and Transportation Fund - Nutrition

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 270 5405 07707							
302001	Beginning Fund Balance	\$ 632,594	\$ 609,719	\$ 352,591	\$ 257,147	\$ 257,147	\$ 257,147
333001	Local & Other Gov Grants	57,024	64,265	62,000	62,000	62,000	62,000
347427	Contract w/Clack Cty Soc Svcs	159,285	196,475	173,000	162,000	162,000	162,000
347429	Fundraising	62,153	76,532	65,000	62,000	62,000	62,000
361000	Interest Earned	2,637	2,062	800	800	800	800
362000	Advertising Revenue	-	3,750	8,750	8,250	8,250	8,250
367000	Contributions & Donations	5,113	4,818	5,000	5,000	5,000	5,000
367009	Friends of Milwaukie Center	5,000	5,000	5,000	5,000	5,000	5,000
367050	Congregate Donations	9,879	12,939	10,000	11,000	11,000	11,000
367055	Home Delivery Donations	48,342	50,985	45,000	45,000	45,000	45,000
390113	I/F Transfer From Fund 113	200,000	100,000	100,000	100,000	100,000	100,000
Total Resources		\$ 1,182,027	\$ 1,126,545	\$ 827,141	\$ 718,197	\$ 718,197	\$ 718,197

Nutrition and Transportation Fund - Nutrition
Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 270 5405 07707							
421110	Postage	\$ 23	\$ 13	\$ 50	\$ 50	\$ 50	\$ 50
422200	Janitorial Supplies	-	120	-	-	-	-
422400	Food	89,792	88,249	85,000	87,550	87,550	87,550
422403	Serving Supplies	17,500	15,434	15,000	15,500	15,500	15,500
425100	Small Tools & Minor Equip.	6,318	2,035	7,000	7,000	7,000	7,000
431900	Contracted Services	347,545	368,911	349,278	377,278	377,278	377,278
432100	Telephone	879	1,106	800	800	800	800
432700	Data Processing	-	-	1,500	-	-	-
433100	Travel & Per Diem	-	-	100	-	-	-
433110	Mileage Reimbursement	-	-	-	100	100	100
434100	Printing & Duplicating Services	-	-	500	500	500	500
435130	Liability Insurance	966	2,050	4,350	5,547	5,547	5,547
439200	Training/Staff Development	-	37	200	200	200	200
454016	Volunteer Expenses	349	-	1,000	1,000	1,000	1,000
454018	Fundraising Expenses	9,367	11,213	12,000	12,000	12,000	12,000
465002	Payments to Local Governments	-	-	5,000	5,000	5,000	5,000
470113	I/F Transfer To Fund 113	19,528	16,601	19,250	9,602	9,602	9,602
470481	I/F Transfer To Fund 481	-	200,000	-	-	-	-
478101	Accounting Services	4,732	4,831	4,453	5,473	5,473	5,473
478102	Information Services	2,355	2,467	2,277	5,037	5,037	5,037
478104	Public & Government Rel	2,183	2,269	2,135	2,211	2,211	2,211
478105	Records Management	267	32	22	91	91	91
478106	Purchasing Services	807	945	1,453	1,190	1,190	1,190
478111	Personnel Administration	3,171	3,921	4,125	3,412	3,412	3,412
478112	County Administration	1,416	1,814	1,635	1,698	1,698	1,698
478117	Mailroom Overhead	108	120	88	100	100	100
499001	Contingency	-	-	259,661	136,373	136,373	136,373
Total Requirements		\$ 507,306	\$ 722,167	\$ 776,877	\$ 677,712	\$ 677,712	\$ 677,712
Total Resources		\$ 1,182,027	\$ 1,126,545	\$ 827,141	\$ 718,197	\$ 718,197	\$ 718,197

North Clackamas Parks and Recreation District
Org: 5405
Program: Nutrition

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)

Target Fundraising Training	\$	200
Mileage		<u>100</u>
Total Budget Request for Activity	\$	300

Nutrition and Transportation Fund - Transportation 270-5405-07708

Program Statement:

The purpose of the Milwaukie Center Transportation program is to coordinate and manage transportation services in North Clackamas County for older adults and people with disabilities so they can access services and remain independent.

Fiscal Year 2016/2017 Objectives:

- Complete modernization of bus fleet by obtaining a new bus through a state grant opportunity.
- Increase fundraising revenue by obtaining an additional bus sponsor.
- Utilize Cost Recovery Pyramid to reduce net subsidy and increase cost recovery of identified transportation programs.
- Identify *Performance Clackamas* goals and measurements and develop implementation plan.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Personnel Services*	\$ 132,709	\$ 137,226	\$ 128,496	\$ 120,112	\$ 120,112	\$ 120,112
Materials and Services	42,411	39,923	43,791	41,742	41,742	41,742
Allocated Costs	9,214	10,240	10,452	10,310	10,310	10,310
Interfund Transfer	12,804	4,680	5,420	216	216	216
Total Budget	<u>\$ 197,138</u>	<u>\$ 192,069</u>	<u>\$ 188,159</u>	<u>\$ 172,380</u>	<u>\$ 172,380</u>	<u>\$ 172,380</u>
Regular Full-Time FTE	1.27	0.64	0.54	0.34	0.34	0.34
Temporary & Part-Time FTE**	-	1.90	1.56	1.56	1.56	1.56
Total Program Staffing	<u>1.27</u>	<u>2.54</u>	<u>2.10</u>	<u>1.90</u>	<u>1.90</u>	<u>1.90</u>

Major Revenue Source(s)

The major revenue sources for the Transportation program are State of Oregon support, Clackamas County pass-through dollars, grants, fundraising, donations, and van fees.

*As Contracted Services

** Temporary & part-time data tracking started with fiscal year 2014/2015 budget

Nutrition and Transportation Fund - Transportation

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 270 5405 07708							
343160	Contract with Clack Cty Social	\$ 67,812	\$ 61,979	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
347425	Travel Program Revenue	18,618	19,601	15,000	10,000	10,000	10,000
347427	Contract w/Clack Cty Soc Svcs	17,208	14,856	29,895	29,895	29,895	29,895
347429	Fundraising	3,714	14,317	12,000	12,000	12,000	12,000
347450	Grant	5,955	15,110	10,500	10,500	10,500	10,500
367002	Van Fees	13,825	9,420	10,000	9,000	9,000	9,000
367008	Contract Rides & Rentals	-	-	500	500	500	500
367009	Friends of Milwaukie Center	5,000	5,000	5,000	5,000	5,000	5,000
Total Resources		\$ 132,131	\$ 140,283	\$ 137,895	\$ 131,895	\$ 131,895	\$ 131,895

Nutrition and Transportation Fund - Transportation

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 270 5405 07708							
424600	Motor Vehicle Materials & Supp.	\$ 11,559	\$ 13,314	\$ 14,000	\$ 12,000	\$ 12,000	\$ 12,000
431450	Licenses & Permits	213	378	400	400	400	400
431900	Contracted Services	132,709	137,226	128,496	120,112	120,112	120,112
431910	Other Contracts	9,130	9,377	7,500	7,000	7,000	7,000
432100	Telephone	1,474	834	2,100	1,200	1,200	1,200
432700	Data Processing	-	-	1,500	-	-	-
434100	Printing & Duplicating Services	-	-	200	200	200	200
435130	Liability Insurance	4,238	2,936	4,291	5,942	5,942	5,942
437200	Equipment Repairs & Maint.	15,565	10,646	12,000	13,000	13,000	13,000
439200	Training/Staff Development	232	614	300	500	500	500
454018	Fundraising Expenses	-	1,825	1,500	1,500	1,500	1,500
470113	I/F Transfer To Fund 113	5,304	4,680	5,420	216	216	216
470481	I/F Transfer To Fund 481	7,500	-	-	-	-	-
478101	Accounting Services	1,573	1,807	1,889	1,990	1,990	1,990
478102	Information Services	2,355	2,467	2,277	2,518	2,518	2,518
478104	Public & Government Rel	2,183	2,269	2,135	2,211	2,211	2,211
478105	Records Management	89	12	9	33	33	33
478106	Purchasing Services	268	353	617	505	505	505
478111	Personnel Administration	1,222	1,399	1,802	1,255	1,255	1,255
478112	County Administration	1,416	1,814	1,635	1,698	1,698	1,698
478117	Mailroom Overhead	108	119	88	100	100	100
Total Requirements		\$ 197,138	\$ 192,069	\$ 188,159	\$ 172,380	\$ 172,380	\$ 172,380
Total Resources		\$ 132,131	\$ 140,283	\$ 137,895	\$ 131,895	\$ 131,895	\$ 131,895

North Clackamas Parks and Recreation District
Org: 5405
Program: Transportation

Expenditure Detail of Specific Line Items

Travel Detail (439200)

Driver Medical Checks and Required DOT drug screenings	\$	500
Total Budget Request for Activity	\$	500

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System Development Charges Fund - District-wide 280-5450

Program Statement:

The purpose of the System Development Charges (SDC) District-wide program is to act as a repository for system development fees and ensure SDC funds are properly accounted for in accordance with SDC ordinance and regulations. NCPRD updated the District's ordinance in fiscal year 2004/2005 to split the district into three SDC Zones to ensure a portion of SDCs are spent in the area where fees are generated.

Effective November 29, 2014 Ordinance 06-2014 was approved requiring that both zone-specific SDCs and District-wide SDCs be deposited in the Zone Trust Accounts. Due to Ordinance 06-2014, the District-wide SDC fund (280) was closed in fiscal year 2015/2016.

NCPRD staff will continue the practice implemented in fiscal year 2014/2015 of only transferring SDCs to the Capital Projects Fund on a reimbursement basis after expenditures have occurred.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Interfund Transfer	\$ 839,982	\$ 2,684,209	\$ -	\$ -	\$ -	\$ -
Total Budget	<u>\$ 839,982</u>	<u>\$ 2,684,209</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Major Revenue Source(s)

The major revenue source for the System Development Charge Fund is fees on new residential and commercial development.

System Development Charges - District-wide Fund

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 280 5450							
301284	Happy Valley SDCs - Prior Year	\$ -	\$ 479,693	\$ -	\$ -	\$ -	\$ -
302001	Beginning Fund Balance	1,512,840	1,609,068	-	-	-	-
322281	Park SDC Zone 1 Milwaukie	6,432	12,355	-	-	-	-
322282	Park SDC Zone 2	81,650	132,134	-	-	-	-
322283	Park SDC Zone 3	260,381	51,378	-	-	-	-
322284	Park SDC Zone 3 Happy Valley	576,117	385,164	-	-	-	-
322285	Park SDC Zone 3A Sunnyside	-	3,215	-	-	-	-
360001	Misc Revenue	-	616	-	-	-	-
361000	Interest Earned	6,243	7,050	-	-	-	-
361100	Interest on Contracts	5,385	3,536	-	-	-	-
Total Resources		\$ 2,449,049	\$ 2,684,209	\$ -	\$ -	\$ -	\$ -

System Development Charges - District-wide Fund

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 280 5450							
470113	I/F Transfer To Fund 113	\$ 277,982	\$ 251,854	\$ -	\$ -	\$ -	\$ -
470283	I/F Transfer To Fund 283	-	1,865,355	-	-	-	-
470383	I/F Transfer To Fund 383	562,000	567,000	-	-	-	-
Total Requirements		\$ 839,982	\$ 2,684,209	\$ -	\$ -	\$ -	\$ -
Total Resources		\$ 2,449,049	\$ 2,684,209	\$ -	\$ -	\$ -	\$ -

System Development Charges Fund - Zone 1 281-5451

Program Statement:

The purpose of the System Development Charges (SDC) Zone 1 program is to act as a repository for system development fees and ensure SDC funds are properly accounted for in accordance with SDC ordinance and regulations. NCPRD updated the District's ordinance in fiscal year 2004/2005 to split the district into three SDC Zones to ensure a portion of SDCs are spent in the area where fees are generated.

Effective November 29, 2014 Ordinance 06-2014 was approved requiring that both zone-specific SDCs and District-wide SDCs be deposited in the Zone Trust Accounts. The Ordinance also changed the zone boundaries for both Zone 1 and Zone 2 as follows:

- Zone 1 now includes the City of Milwaukie plus the City's urban growth management area.
- Zone 2 includes the unincorporated Clackamas County area within the district, west of I-205, excluding the City of Milwaukie's urban growth management area.

NCPRD staff will continue the practice implemented in fiscal year 2014/2015 of only transferring SDCs to the Capital Projects Fund on a reimbursement basis after expenditures have occurred.

Zone 1 includes the City of Milwaukie and the City's urban growth management area.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Materials and Services	\$ -	\$ -	\$ 18,000	\$ 20,000	\$ 20,000	\$ 20,000
Interfund Transfer	-	13,470	1,059,089	213,965	213,965	213,965
Capital Outlay	-	-	-	1,388,682	1,388,682	1,388,682
Total Budget	\$ -	\$ 13,470	\$ 1,077,089	\$ 1,622,647	\$ 1,622,647	\$ 1,622,647

Major Revenue Source(s)

The major revenue source for the System Development Charge Fund is fees on new residential and commercial development.

System Development Charges Fund - Zone 1

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 281 5451							
302001	Beginning Fund Balance	\$ 6,280	\$ 8,123	\$ 559,044	\$ 1,106,147	\$ 1,106,147	\$ 1,106,147
322281	Park SDC Zone 1 Milwaukie	1,814	11,435	4,000	9,000	9,000	9,000
322286	Park SDC Zone 1 UGMA	-	774,168	496,000	496,000	496,000	496,000
342110	Administrative Fee	-	-	18,000	10,000	10,000	10,000
361000	Interest Earned	29	720	45	1,500	1,500	1,500
Total Resources		<u>\$ 8,123</u>	<u>\$ 794,446</u>	<u>\$ 1,077,089</u>	<u>\$ 1,622,647</u>	<u>\$ 1,622,647</u>	<u>\$ 1,622,647</u>

System Development Charges Fund - Zone 1

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 281 5451							
431620	Administration Fees	\$ -	\$ -	\$ 18,000	\$ 20,000	\$ 20,000	\$ 20,000
470113	I/F Transfer To Fund 113	-	-	42,935	22,469	22,469	22,469
470383	I/F Transfer To Fund 383	-	-	130,000	160,000	160,000	160,000
470480	I/F Transfer To Fund 480	-	13,470	886,154	31,496	31,496	31,496
485620	Future Capital Projects	-	-	-	1,388,682	1,388,682	1,388,682
Total Requirements		<u>\$ -</u>	<u>\$ 13,470</u>	<u>\$ 1,077,089</u>	<u>\$ 1,622,647</u>	<u>\$ 1,622,647</u>	<u>\$ 1,622,647</u>
Total Resources		<u>\$ 8,123</u>	<u>\$ 794,446</u>	<u>\$ 1,077,089</u>	<u>\$ 1,622,647</u>	<u>\$ 1,622,647</u>	<u>\$ 1,622,647</u>

System Development Charges Fund - Zone 2 282-5452

Program Statement:

The purpose of the System Development Charge (SDC) Zone 2 program is to act as a repository for system development fees and ensure SDC funds are properly accounted for in accordance with SDC ordinance and regulations. NCPRD updated the District's ordinance in fiscal year 2004/2005 to split the district into three SDC Zones to ensure a portion of SDCs are spent in the area where fees are generated.

Effective November 29, 2014 Ordinance 06-2014 was approved requiring that both zone-specific SDCs and District-wide SDCs be deposited in the Zone Trust Accounts. The Ordinance also changed the zone boundaries for both Zone 1 and Zone 2 as follows:

- Zone 1 now includes the City of Milwaukie plus the City's urban growth management area.
- Zone 2 includes the unincorporated Clackamas County area within the district, west of I-205, excluding the City of Milwaukie's urban growth management area.

NCPRD staff will continue the practice implemented in fiscal year 2014/2015 of only transferring SDCs to the Capital Projects Fund on a reimbursement basis after expenditures have occurred.

Zone 2 is the unincorporated Clackamas County area within the district, west of I-205, excluding the City of Milwaukie's urban growth management area.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Materials and Services	\$ -	\$ -	\$ 5,000	\$ 4,000	\$ 4,000	\$ 4,000
Interfund Transfer	-	-	821,251	869,429	869,429	869,429
Capital Outlay	-	-	-	94,383	94,383	94,383
Total Budget	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 826,251</u>	<u>\$ 967,812</u>	<u>\$ 967,812</u>	<u>\$ 967,812</u>

Major Revenue Source(s)

The major revenue source for the System Development Charge Fund is fees on new residential and commercial development.

System Development Charges Fund - Zone 2

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 282 5452							
302001	Beginning Fund Balance	\$ 84,289	\$ 166,481	\$ 309,710	\$ 863,812	\$ 863,812	\$ 863,812
322282	Park SDC Zone 2	81,716	194,121	99,000	100,000	100,000	100,000
342110	Administrative Fee	-	-	5,000	2,000	2,000	2,000
361000	Interest Earned	476	936	2,000	2,000	2,000	2,000
390480	I/F Transfer From Fund 480	-	-	410,541	-	-	-
Total Resources		<u>\$ 166,481</u>	<u>\$ 361,538</u>	<u>\$ 826,251</u>	<u>\$ 967,812</u>	<u>\$ 967,812</u>	<u>\$ 967,812</u>

System Development Charges Fund - Zone 2

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 282 5452							
431620	Administration Fees	\$ -	\$ -	\$ 5,000	\$ 4,000	\$ 4,000	\$ 4,000
470113	I/F Transfer To Fund 113	-	-	2,919	17,445	17,445	17,445
470383	I/F Transfer To Fund 383	-	-	70,000	70,000	70,000	70,000
470480	I/F Transfer To Fund 480	-	-	748,332	781,984	781,984	781,984
485620	Future Capital Projects	-	-	-	94,383	94,383	94,383
Total Requirements		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 826,251</u>	<u>\$ 967,812</u>	<u>\$ 967,812</u>	<u>\$ 967,812</u>
Total Resources		<u>\$ 166,481</u>	<u>\$ 361,538</u>	<u>\$ 826,251</u>	<u>\$ 967,812</u>	<u>\$ 967,812</u>	<u>\$ 967,812</u>

System Development Charges Fund - Zone 3 283-5453

Program Statement:

The purpose of the System Development Charge (SDC) Zone 3 program is to act as a repository for system development fees and ensure SDC funds are properly accounted for in accordance with SDC ordinance and regulations. NCPRD updated the District's ordinance in fiscal year 2004/2005 to split the district into three SDC Zones to ensure a portion of SDCs are spent in the area where fees are generated.

Effective November 29, 2014 Ordinance 06-2014 was approved requiring that both zone-specific SDCs and District-wide SDCs be deposited in the Zone Trust Accounts. The Ordinance also changed the zone boundaries for both Zone 1 and Zone 2 as follows:

- Zone 1 now includes the City of Milwaukie plus the City's urban growth management area.
- Zone 2 includes the unincorporated Clackamas County area within the district, west of I-205, excluding the City of Milwaukie's urban growth management area.

NCPRD staff will continue the practice implemented in fiscal year 2014/2015 of only transferring SDCs to the Capital Projects Fund on a reimbursement basis after expenditures have occurred.

Zone 3 includes the City of Happy Valley, the City's urban growth management area, the unincorporated Clackamas County area east of I-205, and the portion of the City of Damascus within the boundaries of the District.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Materials and Services	\$ -	\$ -	\$ 5,000	\$ 7,900	\$ 7,900	\$ 7,900
Interfund Transfer	-	-	9,633,819	5,813,348	5,813,348	5,813,348
Capital Outlay	-	-	-	4,557,225	4,557,225	4,557,225
Total Budget	\$ -	\$ -	\$ 9,638,819	\$ 10,378,473	\$ 10,378,473	\$ 10,378,473

Major Revenue Source(s)

The major revenue source for the System Development Charge Fund is fees on new residential and commercial development.

System Development Charges Fund - Zone 3

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 283 5453							
301284	Happy Valley SDCs Prior Year	\$ -	\$ 408,628	\$ -	\$ -	\$ -	\$ -
302001	Beginning Fund Balance	720,973	1,437,851	6,672,450	8,446,057	8,446,057	8,446,057
322283	Park SDC Zone 3	221,808	75,961	123,090	103,275	103,275	103,275
322284	Park SDC Zone 3 Happy Valley	490,767	1,252,822	1,775,306	1,800,000	1,800,000	1,800,000
322285	Park SDC Zone 3A Sunnyside	-	77,314	-	10,854	10,854	10,854
342110	Administrative Fee	-	-	5,000	2,187	2,187	2,187
360001	Misc. Revenue	-	526	-	-	-	-
361000	Interest Earned	4,304	9,096	7,000	16,000	16,000	16,000
361100	Interest On Contracts	-	555	-	100	100	100
390280	I/F Transfer From Fund 280	-	1,865,355	-	-	-	-
390480	I/F Transfer From Fund 480	-	1,157,086	1,055,973	-	-	-
Total Resources		<u>\$ 1,437,851</u>	<u>\$ 6,285,193</u>	<u>\$ 9,638,819</u>	<u>\$ 10,378,473</u>	<u>\$ 10,378,473</u>	<u>\$ 10,378,473</u>

System Development Charges Fund - Zone 3

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 283 5453							
431620	Administration Fees	\$ -	\$ -	\$ 5,000	\$ 7,900	\$ 7,900	\$ 7,900
470113	I/F Transfer To Fund 113	-	-	205,698	168,301	168,301	168,301
470383	I/F Transfer To Fund 383	-	-	400,000	400,000	400,000	400,000
470480	I/F Transfer To Fund 480	-	-	9,028,121	5,245,047	5,245,047	5,245,047
485620	Future Capital Projects	-	-	-	4,557,225	4,557,225	4,557,225
Total Requirements		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,638,819</u>	<u>\$ 10,378,473</u>	<u>\$ 10,378,473</u>	<u>\$ 10,378,473</u>
Total Resources		<u>\$ 1,437,851</u>	<u>\$ 6,285,193</u>	<u>\$ 9,638,819</u>	<u>\$ 10,378,473</u>	<u>\$ 10,378,473</u>	<u>\$ 10,378,473</u>

Debt Service Fund - 2010 Issue 382-5432

Program Statement:

The purpose of the Debt Service program is to manage debt in accordance with required debt payments and bond covenants. The series 2000 bond was refunded in 2010 by the issuance of full faith and credit refunding bonds in the amount of \$5,660,000; original debt was issued in 1993 to pay for construction of the NCPRD Aquatic Park and seven parks within the district. Debt service payments are approximately \$495,000 annually and will end in fiscal year 2024/2025. See detailed debt schedule on page 115.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Trustee Fees	\$ 350	\$ 350	\$ 500	\$ 15,500	\$ 15,500	\$ 15,500
Bond Principal	335,000	340,000	350,000	355,000	355,000	355,000
Bond Defeasance	-	-	-	3,962,338	3,962,338	3,962,338
Bond Interest	161,500	154,800	146,300	136,700	136,700	136,700
Reserve for Future Expenditure	-	-	107,760	-	-	-
Total Budget	<u>\$ 496,850</u>	<u>\$ 495,150</u>	<u>\$ 604,560</u>	<u>\$ 4,469,538</u>	<u>\$ 4,469,538</u>	<u>\$ 4,469,538</u>

Major Revenue Source(s)

The major revenue source for the Debt Service Fund is the NCPRD general fund.

Debt Service Fund - 2010 Issue

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 382 5432							
302001	Beginning Fund Balance	\$ 95,740	\$ 99,285	\$ 104,185	\$ 108,187	\$ 108,187	\$ 108,187
341842	Revenue From CCDA	-	-	-	1,500,000	1,500,000	1,500,000
361000	Interest Earned	394	393	375	309	309	309
390113	I/F Transfer From Fund 113	500,000	500,000	500,000	500,000	500,000	500,000
390481	I/F Transfer From Fund 481	-	-	-	2,361,042	2,361,042	2,361,042
Total Resources		\$ 596,134	\$ 599,678	\$ 604,560	\$ 4,469,538	\$ 4,469,538	\$ 4,469,538

Debt Service Fund - 2010 Issue

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 382 5432							
431610	Trustee Fees	\$ 350	\$ 350	\$ 500	\$ 15,500	\$ 15,500	\$ 15,500
461000	Bond Principal	335,000	340,000	350,000	355,000	355,000	355,000
461100	Bond Defeasance	-	-	-	3,962,338	3,962,338	3,962,338
462000	Bond Interest	161,500	154,800	146,300	136,700	136,700	136,700
490001	Reserve for Future Exp.	-	-	107,760	-	-	-
Total Requirements		\$ 496,850	\$ 495,150	\$ 604,560	\$ 4,469,538	\$ 4,469,538	\$ 4,469,538
Total Resources		\$ 596,134	\$ 599,678	\$ 604,560	\$ 4,469,538	\$ 4,469,538	\$ 4,469,538

**Debt Service Fund - 2008 Issue
383-5433**

Program Statement:

The purpose of the Debt Service program is to manage the debt in accordance with required debt payments and bond covenants. In 2008, NCPRD issued \$8,000,000 in full faith and credit obligation bonds to pay for the land and construction costs of Hood View Park. Debt service payments are approximately \$570,000 annually and will end in fiscal year 2027/2028. See detailed debt schedule on page 115.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Trustee Fees	\$ 350	\$ 350	\$ 1,000	\$ 500	\$ 500	\$ 500
Bond Principal	330,000	345,000	355,000	365,000	365,000	365,000
Bond Interest	232,138	221,581	211,000	210,000	210,000	210,000
Reserve for Future Expenditure	-	-	141,303	159,443	159,443	159,443
Total Budget	<u>\$ 562,488</u>	<u>\$ 566,931</u>	<u>\$ 708,303</u>	<u>\$ 734,943</u>	<u>\$ 734,943</u>	<u>\$ 734,943</u>

Major Revenue Source(s)

The major revenue source for the Debt Service Fund is SDCs.

Debt Service Fund - 2008 Issue

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 383 5433							
302001	Beginning Fund Balance	\$ 108,550	\$ 108,503	\$ 107,903	\$ 104,643	\$ 104,643	\$ 104,643
361000	Interest Earned	441	384	400	300	300	300
390280	I/F Transfer From Fund 280	562,000	567,000	-	-	-	-
390281	I/F Transfer From Fund 281	-	-	130,000	160,000	160,000	160,000
390282	I/F Transfer From Fund 282	-	-	70,000	70,000	70,000	70,000
390283	I/F Transfer From Fund 283	-	-	400,000	400,000	400,000	400,000
Total Resources		<u>\$ 670,991</u>	<u>\$ 675,887</u>	<u>\$ 708,303</u>	<u>\$ 734,943</u>	<u>\$ 734,943</u>	<u>\$ 734,943</u>

Debt Service Fund - 2008 Issue

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 383 5433							
431610	Trustee Fees	\$ 350	\$ 350	\$ 1,000	\$ 500	\$ 500	\$ 500
461000	Bond Principal	330,000	345,000	355,000	365,000	365,000	365,000
462000	Bond Interest	232,138	221,581	211,000	210,000	210,000	210,000
490001	Reserve for Future Exp.	-	-	141,303	159,443	159,443	159,443
Total Requirements		<u>\$ 562,488</u>	<u>\$ 566,931</u>	<u>\$ 708,303</u>	<u>\$ 734,943</u>	<u>\$ 734,943</u>	<u>\$ 734,943</u>
Total Resources		<u>\$ 670,991</u>	<u>\$ 675,887</u>	<u>\$ 708,303</u>	<u>\$ 734,943</u>	<u>\$ 734,943</u>	<u>\$ 734,943</u>

Capital Projects Fund 480-5441

Program Statement:

The purpose of the Capital Projects program is to manage all aspects of the District's Capital Improvement Plan (CIP). The management of capital projects includes all development phases of the project including land acquisition, planning, design, and construction.

Fiscal Year 2016/2017 Objectives:

- Complete District Master Plan, Capital Improvement Plan and update Park SDC Methodology and rates.
- Develop an Indoor Recreation Facilities Master Plan.
- Develop Master Plan for the Clackamas River Greenway.
- Construct a maintenance building at Hood View Park.
- Develop Mount Scott Scouters Mountain Loop Trail plan and design for segments from Southern Lites Park to Scott Creek Park.
- Plan, design and acquisition of two Happy Valley Neighborhood Parks.
- Develop Mount Scott Scouters Mountain Loop Trail plan, design, acquisition and construction of the segment within the Hidden Falls property.
- Design an artificial turf field in Happy Valley and begin construction.
- Design and construct Milwaukie Riverfront Park - Phase 3A.
- Complete Phase One Development of the Robert Kronberg Nature Park.
- Obtain funding and initiate construction of Wichita Park.
- Acquisition of land adjacent to North Clackamas Park - North Side Phase Two.
- Identify and work toward acquisition of a new Neighborhood Park in Zone Two.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Materials and Services	\$ -	\$ 32,381	\$ 30,000	\$ -	\$ -	\$ -
Capital Outlay	870,862	329,771	12,452,925	10,711,000	10,711,000	10,711,000
Interfund Transfer	-	1,157,086	1,466,514	-	-	-
Total Budget	\$ 870,862	\$ 1,519,238	\$ 13,949,439	\$ 10,711,000	\$ 10,711,000	\$ 10,711,000

Major Revenue Source(s)

The major revenue sources for Capital Projects are system development charges, grants, and when available, the NCPRD general fund.

Capital Projects Fund 480 - Summary

Program	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Resource Summary						
Fund Balance	\$ 2,866,466	\$ 2,666,554	\$ 1,466,514	\$ 514,560	\$ 514,560	\$ 514,560
District-wide	49,204	571,465	-	-	-	-
Zone 1 Milwaukie	-	36,041	1,213,904	1,356,640	1,356,640	1,356,640
Zone 1 UGMA	-	-	-	39,105	39,105	39,105
Zone 2 UGMA	-	602	1,300,392	2,016,470	2,016,470	2,016,470
Zone 3 UGMA	621,747	29,920	9,968,629	46,435	46,435	46,435
Zone 3 Happy Valley	-	-	-	6,733,725	6,733,725	6,733,725
Zone 3A Sunnyside Village	-	-	-	4,065	4,065	4,065
Total Resources	\$ 3,537,417	\$ 3,304,582	\$ 13,949,439	\$ 10,711,000	\$ 10,711,000	\$ 10,711,000
Requirements Summary						
District-wide	\$ 88,937	\$ 67,968	\$ -	\$ -	\$ -	\$ -
Zone 1 Milwaukie	-	116,051	1,213,904	1,871,200	1,871,200	1,871,200
Zone 1 UGMA	-	-	-	39,105	39,105	39,105
Zone 2 UGMA	-	4,080	1,839,875	2,016,470	2,016,470	2,016,470
Zone 3 UGMA	781,925	1,331,139	10,895,660	46,435	46,435	46,435
Zone 3 Happy Valley	-	-	-	6,733,725	6,733,725	6,733,725
Zone 3A Sunnyside Village	-	-	-	4,065	4,065	4,065
Total Requirements	\$ 870,862	\$ 1,519,238	\$ 13,949,439	\$ 10,711,000	\$ 10,711,000	\$ 10,711,000

Capital Projects Fund - Cost Center
Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 00							
302001	Beginning Fund Balance	\$ -	\$ -	\$ 1,466,514	\$ -	\$ -	\$ -
333001	Local & Other Gov Grants	-	514,560	-	-	-	-
Total Resources		<u>\$ -</u>	<u>\$ 514,560</u>	<u>\$ 1,466,514</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Capital Projects Fund - District-wide

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07709							
302001	Beginning Fund Balance	\$ 2,866,466	\$ 2,666,554	\$ -	\$ -	\$ -	\$ -
333001	Local & Other Gov Grants	38,951	55,932	-	-	-	-
361000	Interest Earned	10,253	973	-	-	-	-
Total Resources		\$ 2,915,670	\$ 2,723,459	\$ -	\$ -	\$ -	\$ -

Capital Projects Fund - District-wide

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07709							
432700	Data Processing	\$ -	\$ 161	\$ -	\$ -	\$ -	\$ -
481160	Planning	7,071	61	-	-	-	-
481180	Design	-	714	-	-	-	-
481200	Construction	-	67,032	-	-	-	-
485180	Construction (Inactive)	69,296	-	-	-	-	-
485201	Capital Equip/Non-CIP Project:	3,606	-	-	-	-	-
485340	Computer Software (Inactive)	8,964	-	-	-	-	-
Total Requirements		\$ 88,937	\$ 67,968	\$ -	\$ -	\$ -	\$ -
Total Resources		\$ 2,915,670	\$ 2,723,459	\$ -	\$ -	\$ -	\$ -

Capital Projects Fund - Zone 1 Milwaukie

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07710							
302001	Beginning Fund Balance	\$ -	\$ -	\$ -	\$ 514,560	\$ 514,560	\$ 514,560
332001	State Revenue	-	-	272,750	-	-	-
333001	Local & Other Gov Grants	-	-	-	1,035,440	1,035,440	1,035,440
361001	Misc Revenue	-	-	-	250,000	250,000	250,000
390113	I/F Transfer From Fund 113	-	22,523	-	60,560	60,560	60,560
361000	Interest Earned	-	48	-	-	-	-
390281	I/F Transfer From Fund 281	-	13,470	886,154	10,640	10,640	10,640
390481	I/F Transfer From Fund 481	-	-	55,000	-	-	-
Total Resources		<u>\$ -</u>	<u>\$ 36,041</u>	<u>\$ 1,213,904</u>	<u>\$ 1,871,200</u>	<u>\$ 1,871,200</u>	<u>\$ 1,871,200</u>

Capital Projects Fund - Zone 1 Milwaukie

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07710							
432700	Data Processing	\$ -	\$ 65	\$ 6,288	\$ -	\$ -	\$ -
431620	Administrative Fees	-	15,483	-	-	-	-
481160	Planning	-	78,594	12,576	6,200	6,200	6,200
481180	Design	-	20,827	-	78,677	78,677	78,677
481200	Construction	-	1,082	357,750	586,323	586,323	586,323
485100	Land	-	-	837,290	1,200,000	1,200,000	1,200,000
Total Requirements		<u>\$ -</u>	<u>\$ 116,051</u>	<u>\$ 1,213,904</u>	<u>\$ 1,871,200</u>	<u>\$ 1,871,200</u>	<u>\$ 1,871,200</u>
Total Resources		<u>\$ -</u>	<u>\$ 36,041</u>	<u>\$ 1,213,904</u>	<u>\$ 1,871,200</u>	<u>\$ 1,871,200</u>	<u>\$ 1,871,200</u>

Capital Projects Fund - Zone 1 UGMA

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07718							
390113	I/F Transfer From Fund 113	\$ -	\$ -	\$ -	\$ 18,249	\$ 18,249	\$ 18,249
390281	I/F Transfer From Fund 281	-	-	-	20,856	20,856	20,856
Total Resources		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 39,105</u>	<u>\$ 39,105</u>	<u>\$ 39,105</u>

Capital Projects Fund - Zone 1 UGMA

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07718							
481160	Planning	\$ -	\$ -	\$ -	\$ 39,105	\$ 39,105	\$ 39,105
Total Requirements		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 39,105</u>	<u>\$ 39,105</u>	<u>\$ 39,105</u>
Total Resources		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 39,105</u>	<u>\$ 39,105</u>	<u>\$ 39,105</u>

Capital Projects Fund - Zone 2 UGMA

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07711							
333001	Local & Other Gov Grants	\$ -	\$ -	\$ 552,060	\$ 450,000	\$ 450,000	\$ 450,000
360001	Misc. Revenue	-	-	-	776,800	776,800	776,800
361000	Interest Earned	-	602	-	-	-	-
390113	I/F Transfer From Fund 113	-	-	-	7,686	7,686	7,686
390282	I/F Transfer From Fund 282	-	-	748,332	781,984	781,984	781,984
Total Resources		<u>\$ -</u>	<u>\$ 602</u>	<u>\$ 1,300,392</u>	<u>\$ 2,016,470</u>	<u>\$ 2,016,470</u>	<u>\$ 2,016,470</u>

Capital Projects Fund - Zone 2 UGMA

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07711							
431620	Administration Fees	\$ -	\$ 1,237	\$ -	\$ -	\$ -	\$ -
432700	Data Processing	-	827	3,258	-	-	-
470282	I/F Transfer To Fund 282	-	-	410,541	-	-	-
481160	Planning	-	-	30,511	40,470	40,470	40,470
481180	Design	-	-	103,000	-	-	-
481200	Construction	-	2,016	416,560	-	-	-
485100	Land	-	-	876,005	1,976,000	1,976,000	1,976,000
Total Requirements		<u>\$ -</u>	<u>\$ 4,080</u>	<u>\$ 1,839,875</u>	<u>\$ 2,016,470</u>	<u>\$ 2,016,470</u>	<u>\$ 2,016,470</u>
Total Resources		<u>\$ -</u>	<u>\$ 602</u>	<u>\$ 1,300,392</u>	<u>\$ 2,016,470</u>	<u>\$ 2,016,470</u>	<u>\$ 2,016,470</u>

Capital Projects Fund - Zone 3 UGMA

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07712							
333001	Local & Other Gov Grants	\$ 266,882	\$ 13,570	\$ 440,624	\$ -	\$ -	\$ -
341880	Other Internal County Svcs	354,865	410	-	-	-	-
360001	Misc. Revenue	-	-	150,075	-	-	-
361000	Interest Earned	-	9,691	-	-	-	-
390113	I/F Transfer From Fund 113	-	6,249	242,809	3,003	3,003	3,003
390283	I/F Transfer From Fund 283	-	-	9,028,121	43,432	43,432	43,432
390481	I/F Transfer From Fund 481	-	-	107,000	-	-	-
Total Resources		\$ 621,747	\$ 29,920	\$ 9,968,629	\$ 46,435	\$ 46,435	\$ 46,435

Capital Projects Fund - Zone 3 UGMA

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07712							
431620	Administrative Fees	\$ -	\$ 516	\$ -	\$ -	\$ -	\$ -
432700	Data Processing	-	14,092	20,454	-	-	-
470283	I/F Transfer To Fund 283	-	1,157,086	1,055,973	-	-	-
481160	Planning	-	-	300,908	46,435	46,435	46,435
481180	Design	-	-	406,500	-	-	-
481200	Construction	-	154,521	1,352,383	-	-	-
485100	Land	-	-	7,659,442	-	-	-
485151	Land Acquisition (Inactive)	202,500	-	-	-	-	-
485180	Construction (Inactive)	579,101	-	-	-	-	-
485200	Building Purchase	-	4,924	100,000	-	-	-
485201	Capital Equip/Non-CIP Project:	324	-	-	-	-	-
Total Requirements		\$ 781,925	\$ 1,331,139	\$ 10,895,660	\$ 46,435	\$ 46,435	\$ 46,435
Total Resources		\$ 621,747	\$ 29,920	\$ 9,968,629	\$ 46,435	\$ 46,435	\$ 46,435

Capital Projects Fund - Zone 3 Happy Valley

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07719							
333001	Local & Other Gov Grants	\$ -	\$ -	\$ -	\$ 438,666	\$ 438,666	\$ 438,666
360001	Misc. Revenue	-	-	-	868,760	868,760	868,760
390113	I/F Transfer From Fund 113	-	-	-	91,852	91,852	91,852
390283	I/F Transfer From Fund 283	-	-	-	5,199,447	5,199,447	5,199,447
390481	I/F Transfer From Fund 481	-	-	-	135,000	135,000	135,000
Total Resources		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,733,725</u>	<u>\$ 6,733,725</u>	<u>\$ 6,733,725</u>

Capital Projects Fund - Zone 3 Happy Valley

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07719							
481160	Planning	\$ -	\$ -	\$ -	\$ 222,725	\$ 222,725	\$ 222,725
481180	Design	-	-	-	330,000	330,000	330,000
481200	Construction	-	-	-	1,686,000	1,686,000	1,686,000
485100	Land	-	-	-	4,360,000	4,360,000	4,360,000
485200	Building Purchase	-	-	-	135,000	135,000	135,000
Total Requirements		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,733,725</u>	<u>\$ 6,733,725</u>	<u>\$ 6,733,725</u>
Total Resources		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,733,725</u>	<u>\$ 6,733,725</u>	<u>\$ 6,733,725</u>

Capital Projects Fund - Zone 3A Sunnyside Village

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07720							
390113	I/F Transfer From Fund 113	\$ -	\$ -	\$ -	\$ 1,897	\$ 1,897	\$ 1,897
390283	I/F Transfer From Fund 283	-	-	-	2,168	2,168	2,168
Total Resources		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,065</u>	<u>\$ 4,065</u>	<u>\$ 4,065</u>

Capital Projects Fund - Zone 3A Sunnyside Village

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 480 5441 07720							
481160	Planning	\$ -	\$ -	\$ -	\$ 4,065	\$ 4,065	\$ 4,065
Total Requirements		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,065</u>	<u>\$ 4,065</u>	<u>\$ 4,065</u>
Total Resources		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,065</u>	<u>\$ 4,065</u>	<u>\$ 4,065</u>

North Clackamas Parks & Recreation District
Capital Budget Detail
Fund 480
Fiscal Year 2016/2017

Capital Project by Funding Resource												
Capital Improvement Projects	Project ID Number	FY 2016/2017 Project Cost	SDC Funding Resources						General Fund	Other Funding	Grant Funding	
			Zone 1 Milwaukie	Zone 1 UGMA	Zone 2	Zone 3 UGMA	Zone 3 HV	Zone 3A				
2015 MP/CIP	N/A	\$ 10,000	\$ 80	\$ 2,607	\$ 1,098	\$ 429	\$ 5,515	\$ 271	\$ -	\$ -	\$ -	
SDC Methodology	N/A	70,000	560	18,249	7,686	3,003	38,605	1,897	-	-	-	
Indoor Recreation Facilities Master Plan	N/A	70,000	-	-	-	-	-	-	70,000	-	-	
Clackamas River Greenway Master Plan	L/NR-18 to L/NR-25	40,000	-	-	-	40,000	-	-	-	-	-	
Hood View Park Maintenance Building	HV-C1 / C-25	135,000	-	-	-	-	-	-	-	135,000	-	
Mount Scott Scouters Mountain Trail Development (Southern Lites Park to Scott Creek Park)	L-32	116,000	-	-	-	-	37,167	-	37,167	3,000	38,666	
Happy Valley Neighborhood Park(s)	HV-1 through HV-7	4,000,000	-	-	-	-	4,000,000	-	-	-	-	
Justice Park Development	N-21	TBD	-	-	-	-	-	-	-	-	-	
Mount Scott Scouters Mountain Trail Acquisition & Development (Hidden Falls)	HV-L-1	800,000	-	-	-	-	383,920	-	16,080	-	400,000	
Artificial Turf Field in Happy Valley	HV-C1 / C-25	1,600,000	-	-	-	-	734,240	-	-	865,760	-	
Milwaukie Riverfront Park - Phase 3A	SU-8	60,000	-	-	-	-	-	-	60,000	-	-	
Robert Kronberg Nature Park Phase 1 Development	N-9	100,000	-	-	-	-	-	-	-	-	100,000	
Wichita Park Development	N-10	510,000	10,000	-	-	-	-	-	-	250,000	250,000	
North Clackamas Park - North Side Phase II	North Clackamas Park	1,200,000	-	-	-	-	-	-	-	514,560	685,440	
Zone 2 Neighborhood Park Acquisition	N-11	2,000,000	-	-	773,200	-	-	-	-	776,800	450,000	
Total Resources		\$ 10,711,000	\$ 10,640	\$ 20,856	\$ 781,984	\$ 43,432	\$ 5,199,447	\$ 2,168	\$ 183,247	\$ 2,545,120	\$ 1,924,106	

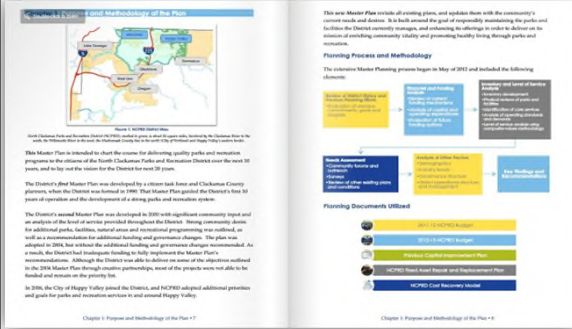
North Clackamas Parks & Recreation District
Capital Budget Detail
Fund 480
Fiscal Year 2016/2017

Capital Project by Requirement Category									
Capital Project	Project Identification Number	FY 2016/2017 Project Cost	Planning	Design	Construction	Land	Building		
2015 MP/CIP	N/A	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -		
SDC Methodology	N/A	70,000	70,000	-	-	-	-		
Indoor Recreation Facilities Master Plan	N/A	70,000	70,000	-	-	-	-		
Clackamas River Greenway Master Plan	L/NR-18 to L/NR-25	40,000	40,000	-	-	-	-		
Hood View Park Maintenance Building	HV-C1 / C-25	135,000	-	-	-	-	135,000		
Mount Scott Scouts Mountain Trail Development (Southern Lites Park to Scott Creek Park)	L-32	116,000	-	10,000	106,000	-	-		
Happy Valley Neighborhood Park(s)	HV-1 through HV-7	4,000,000	40,000	-	-	3,960,000	-		
Justice Park Development	N-21	TBD	-	-	-	-	-		
Mount Scott Scouts Mountain trail Acquisition & Development (Hidden Falls)	HV-L-1	800,000	50,000	50,000	300,000	400,000	-		
Artificial Turf Field in Happy Valley	HV-C1 / C-25	1,600,000	50,000	270,000	1,280,000	-	-		
Milwaukie Riverfront Park - Phase 3A	SU-8	60,000	-	5,000	55,000	-	-		
Robert Kronberg Nature Park Phase 1 Development	N-9	100,000	5,000	10,000	85,000	-	-		
Wichita Park Development	N-10	510,000	-	63,677	446,323	-	-		
North Clackamas Park - North Side Phase II	North Clackamas Park	1,200,000	-	-	-	1,200,000	-		
Zone 2 Neighborhood Park Acquisition	N-11	2,000,000	24,000	-	-	1,976,000	-		
Total Requirements		\$ 10,711,000	\$ 359,000	\$ 408,677	\$ 2,272,323	\$ 7,536,000	\$ 135,000		

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Completion of 2016 Master Plan and Capital Improvement Plan
Project Address:	NCPRD Admin. Office
Location:	SDC Eligible District Project
SDC CIP Map Location:	N/A
SDC CIP Project Priority:	N/A
SDC Funding Resource:	SDC Eligible District Project
Park Type:	N/A
Map No.	N/A
Acreage:	N/A
Project Manager:	Katie Dunham
NCPRD Project #s:	82140
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
NCPRD completed a draft update of the District-wide Master Plan in 2015, which includes a Capital Improvement Plan (a list of projects necessary to meet the park needs of District residents). This work includes completion of both the Master Plan and Capital Improvement Plans. Edits will focus on the current financial circumstances of the District, and will align goals, objectives, and recommendations with short-term financial projections. Work to be completed by NCPRD staff. This budget includes public outreach and publication costs.

DESCRIPTION AND LOCATION
Completion of the 2016 District Wide Master Plan by NCPRD staff.
<h2>District Master Plan 2016</h2> 

IMPACT ON OPERATING BUDGET
This project further identifies funding and priorities for capital projects for the District for the next ten years. This will impact the Capital Assets Replacement/Repair Fund and Capital Projects Fund.

NON-FINANCIAL IMPACT
Project provides for planning for future capital projects.

2016/2017 PROJECT COSTS	
Planning	\$ 10,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 10,000

Fiscal Year	SDCs Zone 1 Milwaukie	SDCs Zone 1 UGMA	SDCs Zone 2	SDCs Zone 3 UGMA	SDCs Zone 3 Happy Valley	SDCs Zone 3 Sunnyside	Total
2016/2017	\$ 80	\$ 2,607	\$ 1,098	\$ 429	\$ 5,515	\$ 271	\$ 10,000
Total	\$ 80	\$ 2,607	\$ 1,098	\$ 429	\$ 5,515	\$ 271	\$ 10,000

100% SDC eligible

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	2016 Parks and Recreation System Development Charges
Project Address:	NCPRD Admin. Office
Location:	District-wide
SDC CIP Map Location:	N/A
SDC CIP Project Priority:	N/A
SDC Funding Resource:	District-wide
Park Type:	N/A
Map No.	N/A
Acreage:	N/A
Project Manager:	Katie Dunham
NCPRD Project #s:	82382
Scheduled Completion:	2016

PURPOSE AND JUSTIFICATION
System Development Charges (SDCs) are one-time fees charged to new development to help pay a portion of the costs associated with building capital facilities to meet needs created by growth. The SDC Methodology is a road map based on the 2015 draft Master Plan that identifies funding needs and SDC rates for the next 10 years. NCPRD last updated the SDC Methodology in 2007 (which reflected the 2004 Master Plan). NCPRD completed a draft update of the District-wide Master Plan in 2015, which includes a Capital Improvement Plan. The goal of this project will be to align a revised District Master Plan, Capital Improvement Plan, and Park SDC Ordinance and Rates with the current financial capacity of the District, providing residents and the Board with clear expectations of the District capacity and capabilities at the funding levels that will exist over the short-term. This project involves hiring a consultant with specific expertise in System Development Charge programs.

DESCRIPTION AND LOCATION
Completion of an updated Parks and Recreation System Development Charges Methodology Report to reflect the NCPRD 2016 Master Plan Update.
<p>NCPRD SDC</p> <p>Methodology Report,</p> <p>2016</p>

IMPACT ON OPERATING BUDGET
This project further identifies funding and priorities for capital projects for the District for the next ten years. This will impact the Capital Assets Replacement/Repair Fund and Capital Projects Fund.

NON-FINANCIAL IMPACT
Project provides for financial planning for future capital projects.

2016/2017 PROJECT COSTS	
Planning	\$ 70,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 70,000

Fiscal Year	SDCs Zone 1 Milwaukie	SDCs Zone 1 UGMA	SDCs Zone 2	SDCs Zone 3 UGMA	SDCs Zone 3 Happy Valley	SDCs Zone 3 Sunnyside	Total
2016/2017	\$ 560	\$ 18,249	\$ 7,686	\$ 3,003	\$ 38,605	\$ 1,897	\$ 70,000
Total	\$ 560	\$ 18,249	\$ 7,686	\$ 3,003	\$ 38,605	\$ 1,897	\$ 70,000

100% SDC eligible

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Indoor Recreation Facilities Master Plan
Project Address:	N/A
Location:	N/A
SDC CIP Map Location:	N/A
SDC CIP Project Priority:	N/A
SDC Funding Resource:	General Fund
Park Type:	Community Center
Map Number:	TBD
Acreage:	TBD
Project Manager:	Katie Dunham
NCPRD Project #s:	TBD
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
NCPRD will hire a consultant to evaluate a range of options for future indoor recreation facilities throughout the District. The process will develop a long term vision for indoor recreation facility development for the next 20 years. The consultants will review NCPRD's current indoor facilities and work with District stakeholders to identify future needs. The Plan will recommend program and spatial needs based on a needs analysis, demographics, market analysis and input from stakeholders. The Plan will also identify future capital, program costs, revenue and cost recovery for each proposed facility and remodel.

DESCRIPTION AND LOCATION
Hire a consultant to explore the community needs and full range of options for indoor recreation facilities throughout the District, including land and capital costs, staffing, programming, maintenance, repair and replacement, etc.
<h2>Indoor Recreation Facilities Master Plan</h2>

IMPACT ON OPERATING BUDGET
None at this time.

NON-FINANCIAL IMPACT
Project will develop a clear vision for indoor recreation facilities throughout the District.

2016/2017 PROJECT COSTS	
Planning	\$ 70,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 70,000

Fiscal Year	SDCs	General Fund	Other	Total
2016/2017	\$ -	\$ 70,000	\$ -	\$ 70,000
Total	\$ -	\$ 70,000	\$ -	\$ 70,000

Community Park planning and acquisition is 73.26% eligible for SDCs based on the 2007 SDC CIP Methodology.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

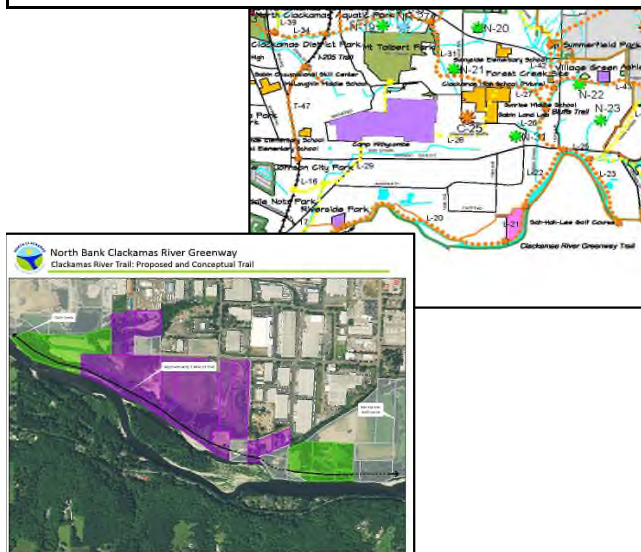
PROGRAM SUMMARY	
Project Title:	Clackamas River Greenway Trail
Project Address:	Unincorporated Eastside, along the Clackamas River
Location:	Zone 3
SDC CIP Map Location:	2004 Master Plan L/NR-18 to L/NR-25
SDC CIP Project Priority:	N/A
SDC Funding Resource:	Zone 3 UGMA
Park Type:	Linear Park
Map Number:	N/A
Mileage:	4.66 miles, 132.7 acres
Project Manager:	Tonia Burns
NCPRD Project #s:	82175
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
The NCPRD 2004 Master Plan identifies "working with regional partners to provide a continuous public greenway along the Clackamas River" as a top trail and natural area recommendation. NCPRD has developed partnerships with publicly-owned properties along the river, including Water Environment Services (WES), Clackamas County School District #1 (CCSD#1), the Clackamas County Development Agency (CCDA), Oregon Department of Fish and Wildlife (ODFW), and others, with the goal of improving river access, habitat, environmental education, and planning for a trail along the Clackamas River. The master planning work would result in a comprehensive plan for acquisition, development, and management of the North Clackamas River Trail.

DESCRIPTION AND LOCATION
Planning toward a 4.66-mile proposed regional trail along the Clackamas River.

IMPACT ON OPERATING BUDGET
No impact at this time.

NON-FINANCIAL IMPACT
Project provides a plan for acquiring and developing a future river trail natural area along the Clackamas River.



2016/2017 PROJECT COSTS	
Planning	\$ 40,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 40,000

Fiscal Year	SDCs Zone 3 UGMA	General Fund	Other	Grant	Total
2016/2017	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
Total	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000

Linear Parks acquisition is 66.65% eligible for SDCs based on the 2007 SDC CIP Methodology.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Hood View Park Maintenance Building
Project Address:	16223 SE Stadium Way
Location:	Zone 3 Happy Valley
SDC CIP Map Location:	HVC-1 / C-25
SDC CIP Project Priority:	1
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Community Park
Map Number:	23E06C-08000
Acreage:	36
Project Manager:	Kevin Cayson
NCPRD Project #s:	82387
Scheduled Completion:	2016

PURPOSE AND JUSTIFICATION
Concept plan for Hood View Park completed in 2009. The need for a Community Park was added to the NCPRD Master Plan when Happy Valley joined the District. Constructing a maintenance building for storage of outfield fencing material, mowers and other specialty site maintenance equipment and supplies would provide for operational and maintenance efficiencies at the park. Engineering, design, and permitting began in fiscal year 2013/2014 and construction will be complete in 2016.

DESCRIPTION AND LOCATION
Construction of the maintenance building at Hood View Park in Happy Valley, as identified in the 2009 Hood View Park Concept Plan.

IMPACT ON OPERATING BUDGET
NCPRD currently operates and maintains Hood View Park. The addition of the maintenance building will require minimal additional maintenance.



NON-FINANCIAL IMPACT
Project provides for additional efficiencies in operation and maintenance of this community park.

2016/2017 PROJECT COSTS	
Planning	\$ -
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	135,000
Total	\$ 135,000

Fiscal Year	SDCs Zone 3 Happy Valley	General Fund	Other	Total
2013/2014	\$ -	\$ 10,000	\$ -	\$ 10,000
2015/2016	-	18,500	-	18,500
2016/2017	-	135,000	-	135,000
Total	\$ -	\$ 163,500	\$ -	\$ 163,500

Community Park Development is 45.89% SDC eligible based on 2007 SDC CIP Methodology; however, this project was scheduled to be paid for by the General Fund in 2015/2016.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Mount Scott Scouters Mountain Trail Development (Southern Lites Park to Scott Creek Park)
Project Address:	12088 SE 117TH AVE
Location:	Zone 3 Happy Valley
SDC CIP Map Location:	L-32
SDC CIP Project Priority:	1
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Greenway
Map Number:	12E34DA08600, 12E34DA11800
Mileage:	Construction of 525 feet of trail
Project Manager:	Katie Dunham
NCPRD Project #s:	82038
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
NCPRD partnered with the City of Happy Valley, Metro, and Portland Parks and Recreation to complete and adopt the Trail Master Plan in 2014. This project includes the first phase of construction within segment 6 of the trail plan, and completes a paved critical link between Southern Lites Park and Scott Creek Park. NCPRD will partner with the City of Happy Valley, and other partners to apply for grant funds and complete this trail project. The Master Plan cost estimate for future construction of the entire 37.5-mile trail is \$55.8 million.

DESCRIPTION AND LOCATION
This project connects the Southern Lites paved trail to the Scott Creek Park trail boardwalk and bridge. This project is part of the 37.5-mile proposed Mount Scott Scouters Mountain Trail Loop.

IMPACT ON OPERATING BUDGET
Estimated annual maintenance cost of approximately \$7,000 per mile of constructed trail.



NON-FINANCIAL IMPACT
Project provides construction of an east-west trail that is part of the Mount Scott Scouters Mountain Loop Trail. The project will increase accessibility to parks, schools, businesses and residences, and allow for more people to use this trail.

2016/2017 PROJECT COSTS	
Planning	\$ -
Design	10,000
Construction	106,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 116,000

Fiscal Year	SDCs Zone 3 Happy Valley	General Fund	Other (Partners)	Grant	Total
Previous Yrs	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
2016/2017	\$ 37,167	\$ 37,167	\$ 3,000	\$ 38,666	\$ 116,000
Total	\$ 42,167	\$ 37,167	\$ 3,000	\$ 38,666	\$ 121,000

Linear Park acquisition is 66.65% SDC eligible based on 2007 SDC CIP Methodology.

*2/22/16 - KC to get an estimate for paving this section of trail. KD increased total budget by \$10K as an estimate at this time...

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	New Neighborhood Parks
Project Address:	2 Happy Valley locations as identified on the East Happy Valley Proposed Parks & Trails Map, dated 5/8/2007
Location:	Zone 3 Happy Valley
SDC CIP Map Location:	2 locations: HV-1 through HV-7
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Neighborhood Park
Map Number:	N/A
Acreage:	4 acres each
Project Manager:	Katie Dunham
NCPRD Project #s:	TBD
Scheduled Completion:	2016/2017

PURPOSE AND JUSTIFICATION
The 2007 NCPRD SDC Capital Improvement Plan identifies a need for seven new neighborhood parks in Happy Valley. The 2015 NCPRD Final Draft Master Plan further confirms the need for new neighborhood parks in this growing area of the District. The 2016/2017 Capital Project would include planning and acquisition of two neighborhood parks. NCPRD is currently in the very early stages of discussing two potential site acquisitions and future development with a developer in Happy Valley.

DESCRIPTION AND LOCATION
Acquire two of the seven neighborhood parks in Happy Valley as shown on the East Happy Valley Proposed Parks & Trails Map.



IMPACT ON OPERATING BUDGET
Minimal impact until parks are developed. Prior to development, the NCPRD Maintenance Division will begin rough mowing the properties as necessary. Estimated cost after development: \$27,000 per year per park.

NON-FINANCIAL IMPACT
Project provides for acquisition of two neighborhood parks in a rapidly growing area of the District.

2016/2017 PROJECT COSTS	
Planning	\$ 40,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	3,960,000
Land Improvements	-
Building	-
Total	\$ 4,000,000

Fiscal Year	SDCs Zone 3 Happy Valley	General Fund	Other	Grant	Total
2016/2017	\$ 4,000,000	\$ -	\$ -	\$ -	\$ 4,000,000
Total	\$ 4,000,000	\$ -	\$ -	\$ -	\$ 4,000,000

Neighborhood Park acquisition in Happy Valley is 100% SDC eligible based on 2007 SDC CIP Methodology.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Justice Park Development
Project Address:	13871 SE 122nd Avenue, Clackamas, OR, 97015
Location:	Zone 3 UGMA
SDC CIP Map Location:	N-21
SDC CIP Project Priority:	1
SDC Funding Resource:	Zone 3 UGMA
Park Type:	Neighborhood Park
Map Number:	22E03DA00200
Acreage:	2.95 acres
Project Manager:	Katie Dunham
NCPRD Project #s:	82331
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
The 2007 NCPRD SDC Capital Improvement Plan identifies developing the Justice Property neighborhood park in Clackamas as a priority 1. The District has owned the property since 1993. The District's original intent was to purchase the adjoining property before proceeding with park master planning. However, the District and the adjacent neighbor were unable to reach an agreement. NCPRD is currently in the very early stages of discussing a potential partnership to assist with development of this park. The project would include developing a master plan for the park and construction of park improvements.

DESCRIPTION AND LOCATION
Develop a new neighborhood park in the Sunnyside neighborhood with partners.

IMPACT ON OPERATING BUDGET
The NCPRD Maintenance Division currently rough mows the site as necessary. Estimated cost to maintain the park after development: \$27,000 per year.



NON-FINANCIAL IMPACT
Increased neighborhood park level of service for the Sunnyside neighborhood, an area that is identified in the 2015 Draft District Master Plan as below-threshold priority.

2016/2017 PROJECT COSTS	
Planning	TBD
Design	TBD
Construction	TBD
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	TBD

Fiscal Year	SDCs Zone 3 UGMA	General Fund	Other	Grant	Total
2016/2017	TBD	\$ -	\$ -	\$ -	TBD
Total	TBD	\$ -	\$ -	\$ -	TBD

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Mount Scott Scouters Mountain Trail - Hidden Falls, Acquisition & Development
Project Address:	Segment 3 of the Mount Scott-Scouter Mountain Trail
Location:	Zone 3 Happy Valley
SDC CIP Map Location:	HV-L-1
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Linear Park
Map Number:	N/A
Mileage:	.6 miles within 21 acre property
Project Manager:	Katie Dunham
NCPRD Project #s:	82038
Scheduled Completion:	2016 (phase 1)

PURPOSE AND JUSTIFICATION
Phase 1 acquisition and development of a 21-acre property including a multi-use trail and a bridge over Rock Creek. This trail is part of the proposed Mount Scott - Scouter Mountain Trail Loop system and is located within Segment 3 of the trail master plan. NCPRD is partnering with the City of Happy Valley for acquisition and construction of this trail and improvements. NCPRD plans to request \$400,000 in Oregon Parks and Recreation Department Local Government Grant funds for acquisition and construction of these phase 1 trail and natural area improvements.

DESCRIPTION AND LOCATION
Construction of a multi-use trail and bridge within an approximately 21-acre property known as Hidden Falls in Happy Valley.

IMPACT ON OPERATING BUDGET
Estimated annual maintenance cost of approximately \$25,000 for trail and natural areas maintenance at completion of phase 1.



NON-FINANCIAL IMPACT
Project provides for improvements to natural area park land and trails and a multi-use trail bridge in a densely developed residential neighborhood.

2016/2017 PROJECT COSTS	
Planning	\$ 50,000
Design	50,000
Construction	300,000
Park Improvements	-
Building Improvements	-
Land	400,000
Land Improvements	-
Building	-
Total	\$ 800,000

Fiscal Year	SDCs Zone 3 Happy Valley	General Fund	Other	Grant- OPRD LGGP	Total
2016/2017	\$ 383,920	\$ 16,080	\$ -	\$ 400,000	\$ 800,000
Total	\$ 383,920	\$ 16,080	\$ -	\$ 400,000	\$ 800,000

Linear Park development is 47.99% SDC eligible based on 2007 SDC CIP Methodology.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Artificial Turf Field(s) in Happy Valley
Project Address:	TBD
Location:	Zone 3 Happy Valley
SDC CIP Map Location:	HV-C1 / C-25
SDC CIP Project Priority:	1
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Community Park
Map Number:	TBD
Acreage:	TBD
Project Manager:	Katie Dunham
NCPRD Project #s:	TBD
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
The NCPRD and Happy Valley IGA and the NCPRD SDC CIP recognize the need for additional all-weather sports fields in Happy Valley. The City and NCPRD are partnering to develop a concept plan and design documents for additional all-weather sports field and supporting facilities, including parking, in Happy Valley. This project includes completion of project planning, construction plans and permits, and sports field construction beginning in 2017 at a mutually agreeable location.

DESCRIPTION AND LOCATION
Planning and design for future construction of at least one artificial turf field at a community park in Happy Valley.



IMPACT ON OPERATING BUDGET
Sports field completion will require additional maintenance, currently estimated at \$30,000 per year, including lighting.

NON-FINANCIAL IMPACT
2016/2017 project provides for planning, design and construction of an artificial turf field in Happy Valley.

2016/2017 PROJECT COSTS	
Planning	\$ 50,000
Design	270,000
Construction	1,280,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 1,600,000

	SDCs Zone 3 Happy Valley	General Fund	Other	Total
Fiscal Year				
2016/2017	\$ 734,240	\$ -	\$ 865,760	\$ 1,600,000
Total	\$ 734,240	\$ -	\$ 865,760	\$ 1,600,000

Community Park development is 45.89% SDC eligible based on 2007 SDC CIP Methodology.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Milwaukie Riverfront Park - Phase 3A
Project Address:	11211 SE McLoughlin Blvd.
Location:	Zone 1 Milwaukie
SDC CIP Map Location:	SU-8
SDC CIP Project Priority:	1
SDC Funding Resource:	Zone 1 Milwaukie
Park Type:	Special Use (Community Park)
Map Number:	11E35AD01001 and 12 associated tax lots
Acreage:	7.59 acres
Project Manager:	Tonia Burns
NCPRD Project #s:	82383
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
The design for Milwaukie Riverfront Park was approved by the Milwaukie Planning Commission in 2010. The completed park design includes natural areas, new parking areas north and south of Kellogg Creek, a play area for children and pathways for pedestrians and bikers. Phase 1 of construction (Klein Point overlook) was completed November 2012. Phase 2 (restroom, trails, parking and boat launch) was completed in May 2015. Staff recommends that capital funds be allocated to construct additional elements of phase 3A. Improvements include irrigation, planting and emergency repairs to the bank that was disturbed during the December 2015 flooding. Phase 3A is considered project priority 1 based on the NCPRD 2007 SDC CIP Methodology.

DESCRIPTION AND LOCATION
Partnership with the City of Milwaukie to complete design and construction of Phase 3A of the park.


IMPACT ON OPERATING BUDGET
Estimated additional annual maintenance cost after completion is approximately \$7,500.

NON-FINANCIAL IMPACT
Project provides a community park including a boat ramp, amphitheatre, lawns, play areas and overlooks in downtown Milwaukie.

2016/2017 PROJECT COSTS	
Planning	\$ -
Design	5,000
Construction	55,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 60,000


Fiscal Year	SDCs Zone 1	General Fund	Other	Grant	Total
2016/2017	\$ -	\$ 60,000	\$ -	\$ -	\$ 60,000
Total	\$ -	\$ 60,000	\$ -	\$ -	\$ 60,000

Special Use Parks development is 82.97% eligible for SDCs in Milwaukie. However, the District will apply for grants where SDCs are not available.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Robert Kronberg Nature Park Phase 1 Development
Project Address:	11910 SE McLoughlin Blvd.
Location:	Zone 1 Milwaukie
SDC CIP Map Location:	N-9
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 1
Park Type:	Natural Area
Map Number:	11E36CB, lots 2800, 2801, 3000, 3100, 3300, 4500
Acreage:	4.5 acres currently above Kellogg Lake
Project Manager:	Tonia Burns
NCPRD Project #s:	82020
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
Robert Kronberg Nature Park is a 4.5 acre natural area site located adjacent to Kellogg Lake and McLoughlin Boulevard, just south of downtown Milwaukie. TriMet light rail construction completed a pedestrian bridge spanning the lake and connecting the site to downtown in 2015. NCPRD and Milwaukie staff developed a master plan for the site in 2015. The park master plan includes a multi-use pathway, maintenance access, soft-surface pathways, experiential nodes, and habitat preservation and restoration. The City has applied for a grant to build the multi-use path. Staff proposes submitting grant applications to fund phase one, development of a soft-surface pathway, and if possible, additional funding for phase two including the multi-use trail.

DESCRIPTION AND LOCATION
Partnership with the City of Milwaukie to complete design and construction of phase 1 of the park.
 <p>The map shows the layout of Robert Kronberg Nature Park. Key features include the HCA boundary line, ODOT/RR property line, existing oak tree, multi-use path, maintenance access, PMUT viaduct, and various experiential nodes. The map also shows the proximity to Kellogg Lake and McLoughlin Blvd. A legend identifies symbols for Open Meadow, Open Woodland, Forest, Multi-Use Path, Multi-Use Path, Soft-surface Path, Steep Slopes >15%, Experiential Nodes, Interpretive signage, Benches, Picnic Area, Nature Play Area, Overlooks, Bird Blind, and Environmental Art.</p>

IMPACT ON OPERATING BUDGET
Estimated annual maintenance cost after completion of phase one elements: \$6,000 per year, and increases after completion of phase two elements: \$15,000 per year.

NON-FINANCIAL IMPACT
Project provides a nature park and multi-use trail near downtown Milwaukie.

2016/2017 PROJECT COSTS	
Planning	\$ 5,000
Design	10,000
Construction	85,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 100,000

Fiscal Year	SDCs Zone 1	General Fund	Other	Grant	Total
2016/2017	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
Total	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000

Natural Resource Areas development is 30.64% eligible for SDCs in Milwaukie. However, the District will apply for grants where SDCs are not available.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Wichita Park Development
Project Address:	5908 SE Monroe Street
Location:	Zone 1 Milwaukie
SDC CIP Map Location:	N-10
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 1 Milwaukie & UGMA
Park Type:	Neighborhood Park
Map Number:	12E31AA08300
Acreage:	.91 acres
Project Manager:	Katie Dunham
NCPRD Project #s:	82346
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
The Wichita Park property currently has an open lawn area with a few trees planted by neighborhood volunteers. The master plan was adopted into the Milwaukie Comprehensive Plan in 1999 and updated in 2014 to include a play structure, a perimeter path, picnic tables, benches and a disk golf basket. NCPRD and the City, working with Lango Hansen Landscape Architects and the Linwood Neighborhood District Association (NDA), completed an initial set of construction drawings and a detailed construction cost estimate on May 19, 2015. This project includes obtaining grant funding, completing the construction documents, hiring a construction contractor, and completing park construction. The Linwood NDA has raised \$10,000 to contribute to the park.

DESCRIPTION AND LOCATION
Partnership with the City of Milwaukie to complete design and construction of Wichita neighborhood park.



IMPACT ON OPERATING BUDGET
Estimated annual maintenance cost of \$14,200 after completion of park development.

NON-FINANCIAL IMPACT
Project provides neighborhood park services in a currently underserved area of the District.

2016/2017 PROJECT COSTS	
Planning	\$ -
Design	63,677
Construction	446,323
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 510,000

Fiscal Year	SDCs Zone 1 Milwaukie	SDCs Zone 1 UGMA	Other	General Fund	OPRD LWCF Grant	Total
2016/2017	\$ 10,000	\$ -	\$ 250,000	\$ -	\$ 250,000	\$ 510,000
Total	\$ 10,000	\$ -	\$ 250,000	\$ -	\$ 250,000	\$ 510,000

Neighborhood Park development is 71.61% eligible for SDCs in Milwaukie. However, the District will apply for grants and must identify other funding where SDCs are not available.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	North Clackamas Park - North Side Phase II
Project Address:	5440 SE Kellogg Creek Drive
Location:	Zone 1 Milwaukie
SDC CIP Map Location:	North Clackamas Park
SDC CIP Project Priority:	1
SDC Funding Resource:	Zone 1 Milwaukie
Park Type:	Community Park
Map Number:	22E06AD00901 and 2 other tax lots
Acreage:	14.5
Project Manager:	Tonia Burns
NCPRD Project #s:	82302
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
As part of the North Clackamas Park North Side Plan, this acquisition and subsequent development will assist with accomplishing goals identified within the 2008 concept plan. This concept plan was approved as an ancillary document to the City of Milwaukie's Comprehensive Plan in 2012 and included elements such as trails, picnic shelter and an off-leash dog area. Portions of the concept plan were completed in 2012 phase 2A in partnership with Water Environment Services including creek overlooks and a small trail. The North Side of NCP is located within a floodplain, therefore, the sustainable option is to relocate some of the concept plan elements out of the floodplain. This project provides that opportunity.

DESCRIPTION AND LOCATION
Acquisition and subsequent development of an approximately 14.5 acre site adjacent to NCP for development of park amenities identified in the North Clackamas Park North Side Master Plan.



IMPACT ON OPERATING BUDGET
A portion of the annual maintenance cost will be off-set because we will remove and replace elements such as the off leash dog area. When new elements are developed estimated annual maintenance cost will increase approximately \$15,000 per year.

NON-FINANCIAL IMPACT
Project provides for acquisition of community park land that will be used in the future to implement improvements anticipated in the North Clackamas Park North Side Master Plan.

2016/2017 PROJECT COSTS	
Planning	\$ -
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	1,200,000
Land Improvements	-
Building	-
Total	\$ 1,200,000

Fiscal Year	SDCs	Metro TT Funds	Grant Metro NIN	Grant ODFW WMF	Grant OPRD LGGP	Total
2016/2017	\$ -	\$ 514,560	\$ 215,000	\$ 220,440	\$ 250,000	\$ 1,200,000
Total	\$ -	\$ 514,560	\$ 215,000	\$ 220,440	\$ 250,000	\$ 1,200,000

Acquisition of Community Parks is 73.26% SDC eligible based on the 2007 SDC CIP Methodology. Development of NCP is 45.89% SDC eligible.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2016/2017
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	New Neighborhood Park
Project Address:	TBD
Location:	Zone 2
SDC CIP Map Location:	N-11
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 2
Park Type:	Neighborhood Park
Map Number:	TBD
Acreage:	4 acre park
Project Manager:	Katie Dunham
NCPRD Project #s:	TBD
Scheduled Completion:	Planning for acquisition in Fiscal Year 2016/2017

PURPOSE AND JUSTIFICATION
The 2007 NCPRD SDC Methodology Capital Improvement Plan identifies acquisition of land and development of a new neighborhood park in the Oak Grove/Jennings Lodge Neighborhood. The work completed during 2012 on the updated NCPRD Master Plan confirms the need for additional park land in this neighborhood. NCPRD has accumulated SDCs identified within this zone that could be used to acquire and/or develop additional park land. The 2016/2017 Capital Project would include planning and possible acquisition of land for one neighborhood park. NCPRD would work with partners to identify opportunities for additional funds, including grants, before implementing this project.

DESCRIPTION AND LOCATION
Begin planning for acquisition, design, and/or development of a neighborhood park in an underserved area within Zone 2.

IMPACT ON OPERATING BUDGET
No impact until park is acquired. Minimal maintenance cost until developed. Estimated cost to maintain a 4-acre park after development: \$27,000 per year.



NON-FINANCIAL IMPACT
Project provides for planning and acquisition of a neighborhood park in a densely developed area of the District.

2016/2017 PROJECT COSTS	
Planning	\$ 24,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	1,976,000
Land Improvements	-
Building	-
Total	\$ 2,000,000

Fiscal Year	SDCs Zone 2	General Fund	Other	Grant	Total
2016/2017	\$ 773,200	\$ -	\$ 776,800	\$ 450,000	\$ 2,000,000
Total	\$ 773,200	\$ -	\$ 776,800	\$ 450,000	\$ 2,000,000

* \$2,000,000 cost estimate for acquisition of Zone 2 Neighborhood Park land based on 2007 SDC CIP estimate of \$500,000 per acre. Zone 2 Neighborhood Park acquisition is 38.66% SDC eligible, per 2007 SDC ordinance.

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Capital Asset Replacement Fund 481-5440

Program Statement:

The purpose of the Capital Asset Replacement program is to ensure the District assets are repaired and replaced in a systematic and cost-effective manner. The performance and continued use of these capital assets is essential to the health, safety, and quality of life for the citizens of North Clackamas Parks & Recreation District and surrounding communities. The District inventories all assets and annually sets aside dollars in a repair and replacement reserve with the goal of fully funding the repair or replacement of the asset in the year scheduled.

Fiscal Year 2016/2017 Objectives:

- Refine and modify capital asset replacement schedule to systematically schedule the replacement and/or repair of assets.
- Research the development of financial policies that identify and dedicate a portion of fees or other revenue sources to help achieve asset replacement goals.
- Annually reconcile Assessor's capital asset records to County PeopleSoft financial asset records to ensure NCPRD capital asset records are complete and accurate.

Budget Summary	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Materials and Services	\$ 23,513	\$ 5,800	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
Capital Outlay	122,252	141,512	2,229,088	1,322,494	1,322,494	1,322,494
Special Payments	-	-	-	5,000	5,000	5,000
Interfund Transfer	-	-	162,000	2,496,042	2,496,042	2,496,042
Contingency	-	-	350,000	95,000	95,000	95,000
Total Budget	<u>\$ 145,764</u>	<u>\$ 147,312</u>	<u>\$ 2,786,088</u>	<u>\$ 3,963,536</u>	<u>\$ 3,963,536</u>	<u>\$ 3,963,536</u>

Major Revenue Source(s)

The major revenue source for the Capital Asset Replacement fund is a transfer from the NCPRD General Fund.

Capital Asset Replacement Fund

Resources

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 481 5440							
302001	Beginning Fund Balance	\$ 1,041,264	\$ 1,507,304	\$ 2,181,088	\$ 2,731,536	\$ 2,731,536	\$ 2,731,536
333001	Local & Other Gov Grants	-	12,000	-	25,000	25,000	25,000
360001	Misc. Revenue	-	8,051	-	-	-	-
361000	Interest Earned	4,303	6,961	5,000	7,000	7,000	7,000
381210	Auction Proceeds	-	912	-	-	-	-
390113	I/F Transfer From Fund 113	600,000	600,000	600,000	1,200,000	1,200,000	1,200,000
390270	I/F Transfer From Fund 270	7,500	200,000	-	-	-	-
Total Resources		\$ 1,653,067	\$ 2,335,228	\$ 2,786,088	\$ 3,963,536	\$ 3,963,536	\$ 3,963,536

Capital Asset Replacement Fund

Requirements

Object Code	Item	Actual FY 13/14	Actual FY 14/15	Budget FY 15/16	Proposed FY 16/17	Approved FY 16/17	Adopted FY 16/17
Cost Center 481 5440							
425100	Small Tools & Minor Equip.	\$ 23,513	\$ 5,800	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
431000	Professional Services	-	-	20,000	20,000	20,000	20,000
465002	Payments to Local Gov'ts	-	-	-	5,000	5,000	5,000
470382	I/F Transfer To Fund 382	-	-	-	2,361,042	2,361,042	2,361,042
470480	I/F Transfer To Fund 480	-	-	162,000	135,000	135,000	135,000
481200	Construction	-	19,666	-	904,994	904,994	904,994
482300	Building Improvements	-	2,215	2,118,788	137,000	137,000	137,000
485150	Land Improvements	-	19,400	48,600	216,000	216,000	216,000
485210	Building Improvements (Inactive)	18,975	-	-	-	-	-
485300	Equipment	24,812	14,576	-	-	-	-
485304	Kitchen Equipment (Inactive)	-	-	-	-	-	-
485320	Computer Software	-	-	-	30,000	30,000	30,000
485400	Operating Equipment	27,338	25,959	55,100	-	-	-
485500	Vehicles (Inactive)	51,126	-	-	-	-	-
485505	Vehicles	-	59,696	6,600	34,500	34,500	34,500
499001	Contingency	-	-	350,000	95,000	95,000	95,000
Total Requirements		\$ 145,764	\$ 147,312	\$ 2,786,088	\$ 3,963,536	\$ 3,963,536	\$ 3,963,536
Total Resources		\$ 1,653,067	\$ 2,335,228	\$ 2,786,088	\$ 3,963,536	\$ 3,963,536	\$ 3,963,536

Org: 5440

Program: Capital Asset Replacement

Expenditure Detail

Materials and Services

Small Tools & Minor Equipment	\$	25,000
Professional Services - Aquatic Park Building Assessment		20,000
Total Budget Request for Activity	\$	45,000

Capital Outlay

Parks Maintenance/Natural Resources:

Ann Toni Schreiber Park - Playground Play Structure	50,000
Harmony Road Neighborhood Park - Renovate Sport Court	39,000
Harmony Road Neighborhood Park - Renovate Parking Lot	15,000
Alma Myra Fence Replacement	8,000
North Clackamas Park Trail - Repair and Connection	8,000
Casa Del Rey Bridge Assessment and Repair	40,000
Oak Bluff Trail (Costco Trail)	40,000
Mill Park Fencing	8,000
Scott Park	8,000
Maintenance Vehicle	27,500

Aquatic Park:

Aquatic Park Concrete Deck Repairs	92,000
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Milwaukie Center:

Milwaukie Center Flooring	45,000
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Transportation:

Transportation Bus Grant Match Funds	7,000
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District Project - Recreation:

Programming Software	30,000
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Total Budget Request for Activity	\$	417,500
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Grand Total of Requests for Activity	\$	462,500
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Undesignated Fixed Asset/Capital Replacements	904,994
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Payments to Other Governments	5,000
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Interfund Transfer	2,496,042
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Contingency	95,000
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Grand Total Appropriated for Activity	\$	3,963,536
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Milwaukie Center Capital Reserve

<u>Fiscal Year</u>	<u>Actuals</u>	<u>Description</u>
2014/2015	\$ 200,000	Transfer In
2014/2015	(6,511)	2015 Ford E-450 Bus
2015/2016	(6,758)	2015 Elkhart Bus
2015/2016	(51,254)	Milwaukie Center Building Remodel
2015/2016	(24,300)	Milwaukie Center New HVAC Units
2015/2016	(14,650)	Milwaukie Center Storage Unit
2015/2016	(7,399)	Milwaukie Center Lobby Furniture
	<u>\$ 89,128</u>	

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North Clackamas Parks and Recreation District
Summary of Staffing by Program
Fiscal Year 2016/2017

Fund	Actual	Actual	Budget	Proposed	Approved	Adopted
Program	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17
General Fund						
Administration						
Full-Time	2.00	0.00	0.00	0.00	0.00	0.00
Temporary & Part-Time *	-	0.00	0.00	0.00	0.00	0.00
Park Maintenance						
Full-Time	7.72	7.73	7.68	8.12	0.00	0.00
Temporary & Part-Time *	-	7.30	5.88	3.62	0.00	0.00
Recreation						
Full-Time	5.70	2.31	2.21	2.28	0.00	0.00
Temporary & Part-Time *	-	1.80	1.66	1.58	0.00	0.00
Sports						
Full-Time	0.00	3.81	3.66	4.03	0.00	0.00
Temporary & Part-Time *	-	8.40	9.82	10.56	0.00	0.00
Milwaukie Center						
Full-Time	4.75	4.56	4.63	4.57	0.00	0.00
Temporary & Part-Time *	-	1.60	1.49	2.32	0.00	0.00
Aquatic Park						
Full-Time	6.99	6.83	5.25	5.57	0.00	0.00
Temporary & Part-Time *	-	18.10	18.84	19.30	0.00	0.00
Marketing & Community Relations						
Full-Time	1.05	1.26	1.21	1.31	0.00	0.00
Temporary & Part-Time *	-	0.80	0.77	1.13	0.00	0.00
Planning						
Full-Time	1.18	1.74	1.80	1.84	0.00	0.00
Temporary & Part-Time *	-	0.80	0.70	0.61	0.00	0.00
Natural Resources						
Full-Time	2.21	2.22	2.21	2.31	0.00	0.00
Temporary & Part-Time *	-	1.80	1.50	1.50	0.00	0.00
Total General Fund	31.60	71.06	69.31	70.65	0.00	0.00
Nutrition and Transportation Fund						
Nutrition						
Full-Time	4.63	3.52	3.24	3.45	0.00	0.00
Temporary & Part-Time *	-	1.40	1.13	1.27	0.00	0.00
Transportation						
Full-Time	1.27	0.64	0.54	0.34	0.00	0.00
Temporary & Part-Time *	-	1.90	1.56	1.56	0.00	0.00
Total Nutrition and Transportation Fund	5.90	7.46	6.47	6.62	0.00	0.00
Total Full-Time	37.50	34.62	32.43	33.82	0.00	0.00
Total Temporary & Part-Time *	-	43.90	43.35	43.45	0.00	0.00
TOTAL NCPRD STAFFING	37.50	78.52	75.78	77.27	0.00	0.00

* Temporary & part-time data tracking started with fiscal year 2014/2015 budget

**North Clackamas Parks and Recreation District
Personnel Services Summary
Fiscal Year 2016/2017**

Position Description	FTE	Salary	Fringe Benefits	Total	Maintenance %	Maintenance Amount	Recreation %	Recreation Amount	Sports %	Sports Amount	Milwaukie Center %	Milwaukie Center Amount
Accountant 1	1	\$ 54,036	\$ 21,048	\$ 75,084	22%	\$ 16,518	6%	\$ 4,505	14%	\$ 10,512	9%	\$ 6,758
Accountant 2	1	57,520	42,246	99,766	22%	21,949	6%	5,986	14%	13,967	9%	8,979
Administrative Analyst 2	1	67,260	29,106	96,366								
Administrative Assistant	1	49,824	40,878	90,702			15%	13,605			85%	77,097
Administrative Assistant	1	52,680	41,718	94,398	22%	20,768	6%	5,664	14%	13,216	9%	8,496
Aquatic & Recreation Manager	1	102,336	63,042	165,378			17%	28,114	27%	44,652	11%	18,192
Aquatic & Recreation Supervisor	1	80,184	55,002	135,186								
Aquatic & Recreation Supervisor	1	73,236	41,763	114,999					100%	114,999		
Aquatic Exercise Instructor	0.5	16,728	20,520	37,248								
Aquatic Park Shift Coordinator	0.91	27,924	26,664	54,588			30%	16,376				
Building Maintenance Sp. Sr.	1	61,116	44,082	105,198			15%	15,780			65%	68,379
Cafeteria Cook, Senior	0.88	34,164	18,310	52,474								
Human Services Assistant	0.8	40,044	30,158	70,202							51%	35,803
Human Services Coordinator 1	1	52,014	41,409	93,423							58%	54,185
Human Services Coordinator 2	1	67,260	28,692	95,952							100%	95,952
Human Services Supervisor	1	77,460	52,497	129,957							51%	66,278
Marketing Program Specialist	1	74,004	47,898	121,902								
No Clack Parks Rec Director	1	138,312	68,469	206,781	22%	45,492	6%	12,407	14%	28,949	9%	18,610
Park & Rec Program Coordinator	1	48,276	31,509	79,785								
Park & Rec Program Coordinator	1	49,968	40,821	90,789					100%	90,789		
Park & Rec Program Coordinator	1	57,368	43,664	101,032			100%	101,032				
Park & Rec Program Coordinator	1	51,120	32,191	83,311								
Park & Rec Program Coordinator	1	58,272	26,042	84,314			30%	25,294	20%	16,863	10%	8,431
Park & Rec Program- Sports	1	58,272	43,632	101,904					100%	101,904		
Park Maintenance Coordinator	1	61,116	44,334	105,450	100%	105,450						
Park Maintenance Specialist	1	50,712	33,534	84,246	100%	84,246						
Park Maintenance Specialist	1	50,712	41,166	91,878	100%	91,878						
Park Maintenance Specialist	1	50,712	34,320	85,032	100%	85,032						
Park Maintenance Specialist	1	46,106	21,690	67,796	100%	67,796						
Park Maintenance Specialist	1	50,712	41,166	91,878	100%	91,878						
Park Maintenance Supervisor	1	84,192	55,296	139,488	100%	139,488						
Parks Manager	1	98,196	57,366	155,562	14%	21,779						
Planner, Senior	1	81,156	50,034	131,190								
Program Aide 2	1	43,860	39,065	82,925								
Service Maintenance Worker	0.73	22,188	14,682	36,870	13.5%	4,977						
Total Regular Employees	33.82	\$ 2,089,040	\$ 1,364,014	\$ 3,453,054		\$ 797,251		\$ 228,764		\$ 435,851		\$ 467,159
Temp and Part-time Personnel	43.45	1,181,634	294,026	1,475,660		110,500		52,580		353,043		88,958
Other Fringe Benefits			176,455	176,455		36,011		8,127		18,084		21,048
(including Vacation buyout, Health adjustments, Workers-comp, and Unemployment)												
Total Personnel Services	77.27			\$ 5,105,169		\$ 943,762		\$ 289,471		\$ 806,978		\$ 577,165

**North Clackamas Parks and Recreation District
Personnel Services Summary
Fiscal Year 2016/2017**

Position Description	Aquatic Park		Marketing		Planning		Natural Resources		Nutrition		Transportation	
	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount
Accountant 1	25%	\$ 18,771	5%	\$ 3,754	5%	\$ 3,754	5%	\$ 3,754	7%	\$ 5,256	2%	\$ 1,502
Accountant 2	25%	24,942	5%	4,988	5%	4,988	5%	4,988	7%	6,984	2%	1,995
Administrative Analyst 2							100%	96,366				
Administrative Assistant												
Administrative Assistant	25%	23,600	5%	4,720	5%	4,720	5%	4,720	7%	6,608	2%	1,888
Aquatic & Recreation Manager	40%	66,151							2%	3,308	3%	4,961
Aquatic & Recreation Supervisor	100%	135,186										
Aquatic & Recreation Supervisor												
Aquatic Exercise Instructor	100%	37,248										
Aquatic Park Shift Coordinator	70%	38,212										
Building Maintenance Sp. Sr.									20%	21,040		
Cafeteria Cook, Senior									100%	52,474		
Human Services Assistant									36%	25,273	13%	9,126
Human Services Coordinator 1									42%	39,238		
Human Services Coordinator 2												
Human Services Supervisor									36%	46,785	13%	16,894
Marketing Program Specialist			100%	121,902								
No Clack Parks Rec Director	25%	51,695	5%	10,339	5%	10,339	5%	10,339	7%	14,475	2%	4,136
Park & Rec Program Coordinator	100%	79,785										
Park & Rec Program Coordinator												
Park & Rec Program Coordinator												
Park & Rec Program Coordinator							100%	83,311				
Park & Rec Program Coordinator	40%	33,726										
Park & Rec Program- Sports												
Park Maintenance Coordinator												
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Supervisor												
Parks Manager			11%	17,112	64%	99,560	11%	17,112				
Planner, Senior					100%	131,190						
Program Aide 2									100%	82,925		
Service Maintenance Worker	86.5%	31,893										
Total Regular Employees		\$ 541,207		\$ 162,815		\$ 254,551		\$ 220,590		\$ 304,363		\$ 40,503
Temp and Part-time Personnel		562,628		63,677		46,728		65,573		58,347		73,626
Other Fringe Benefits		35,359		8,859		5,516		22,899		14,569		5,983
(including Vacation buyout, Health adjustments, Workers-comp, and Unemployment)												
Total Personnel Services		\$ 1,139,194		\$ 235,351		\$ 306,795		\$ 309,062		\$ 377,279		\$ 120,112

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Clackamas County
North Clackamas Parks and Recreation District
Fiscal Year 2016/2017 Debt Schedule

2008 Full Faith & Credit Obligation					2010 Full Faith & Credit Refunding					Summary				
Amount: \$8,000,000					Amount: \$5,660,000					All Debt				
Fund 383					Fund 382									
Interest Rates - 3.00 - 4.00%					Interest Rates - 2.00 - 4.00%									
Payment Dates - December & June					Payment Dates - September & March									
Hoodview Park					North Clackamas Aquatic Park *									
Year	Principal	Interest	Total		Year	Principal	Interest	Total		Year	Principal	Interest	Total	
FY 16/17	\$ 365,000	\$ 198,507	\$ 563,507		FY 16/17	\$ 355,000	\$ 136,675	\$ 491,675		FY 16/17	\$ 720,000	\$ 335,182	\$ 1,055,182	
FY 17/18	\$ 380,000	\$ 186,306	\$ 566,306		FY 17/18	\$ 370,000	\$ 126,025	\$ 496,025		FY 17/18	\$ 750,000	\$ 312,331	\$ 1,062,331	
FY 18/19	\$ 395,000	\$ 173,321	\$ 568,321		FY 18/19	\$ 380,000	\$ 114,925	\$ 494,925		FY 18/19	\$ 775,000	\$ 288,246	\$ 1,063,246	
FY 19/20	\$ 410,000	\$ 159,431	\$ 569,431		FY 19/20	\$ 395,000	\$ 101,625	\$ 496,625		FY 19/20	\$ 805,000	\$ 261,056	\$ 1,066,056	
FY 20/21	\$ 430,000	\$ 144,516	\$ 574,516		FY 20/21	\$ 405,000	\$ 87,800	\$ 492,800		FY 20/21	\$ 835,000	\$ 232,316	\$ 1,067,316	
FY 21/22	\$ 445,000	\$ 128,543	\$ 573,543		FY 21/22	\$ 420,000	\$ 71,600	\$ 491,600		FY 21/22	\$ 865,000	\$ 200,143	\$ 1,065,143	
FY 22/23	\$ 465,000	\$ 111,591	\$ 576,591		FY 22/23	\$ 440,000	\$ 54,800	\$ 494,800		FY 22/23	\$ 905,000	\$ 166,391	\$ 1,071,391	
FY 23/24	\$ 485,000	\$ 93,657	\$ 578,657		FY 23/24	\$ 455,000	\$ 37,200	\$ 492,200		FY 23/24	\$ 940,000	\$ 130,857	\$ 1,070,857	
FY 24/25	\$ 505,000	\$ 74,721	\$ 579,721		FY 24/25	\$ 475,000	\$ 19,000	\$ 494,000		FY 24/25	\$ 980,000	\$ 93,721	\$ 1,073,721	
FY 25/26	\$ 525,000	\$ 54,763	\$ 579,763							FY 25/26	\$ 525,000	\$ 54,763	\$ 579,763	
FY 26/27	\$ 550,000	\$ 33,663	\$ 583,663							FY 26/27	\$ 550,000	\$ 33,663	\$ 583,663	
FY 27/28	\$ 570,000	\$ 11,400	\$ 581,400							FY 27/28	\$ 570,000	\$ 11,400	\$ 581,400	
	\$ 5,525,000	\$ 1,370,419	\$ 6,895,419			\$ 3,695,000	\$ 749,650	\$ 4,444,650			\$ 9,220,000	\$ 2,120,069	\$ 11,340,069	

* Note: Original Aquatic Park debt was issued in 1993. Debt was refunded in May 2000 by the issuance of \$8,560,000 in Limited Tax Revenue Refunding Bonds. To take advantage of low interest rates, the debt was again refunded in January 2010 by the issuance of full faith and credit refunding bonds in the amount of \$5,660,000; life of debt was extended by 5 years.

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GLOSSARY

ACCRUAL ACCOUNTING. The basis of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).

AD VALOREM. A tax imposed on the taxable value of property.

ADOPTED BUDGET. The financial plan adopted by the Board of County Commissioners (BCC), which forms the basis for appropriations.

ANNEXATION. The incorporation of land into an existing District with a resulting change in the boundaries of that district.

APPROPRIATION. Authorization from the BCC to spend money within a specified dollar limit for an approved purpose.

APPROVED BUDGET. The budget recommended by the Budget Committee to the BCC for adoption.

ARBITRAGE. The investment of bond proceeds at a higher yield than the coupon rate being paid on the bonds.

ASSESS. To establish an official property value for taxation purposes.

ASSESSED VALUATION (AV). The value given to real and personal property to establish a basis for levying taxes.

BALLOT MEASURE 47. In November 1996, voters passed a tax limitation initiative, which was referred to as Ballot Measure 47. The Measure's provisions included: a tax rollback for property taxes; a cap of 3% on property tax increases in future years; a requirement that special elections for property tax increase measures must be approved by 50% of all registered voters, as opposed to a simple majority in general elections. Due to several complexities regarding implementation, the legislature instead proposed Ballot Measure 50. Ballot Measure 47 was replaced by Ballot Measure 50 in May 1997.

BALLOT MEASURE 50. In May 1997 voters replaced Ballot Measure 47 with Ballot Measure 50. The measure fundamentally changed the structure of property taxes in Oregon, moving

from the tax base system to a permanent tax rate. Measure 50 has the same financial impact as Measure 47, with the benefit of simplified implementation.

BOND. A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt. The difference between a note and a bond is that the latter is issued for a longer period and requires greater legal formality.

BUDGET. The District's financial plan for a period of one year. By statute, the budget must include a statement of actual revenues and expenditures for each of the last two years. Revenues and expenditures for the current and forthcoming year are estimated.

BUDGET COMMITTEE. Budget reviewing board, consisting of the BCC and five citizens appointed by the BCC, which is responsible to pass the District's Approved Budget after one or more budget deliberation meetings and a public hearing.

BUDGET MESSAGE. A message prepared by the District Director explaining the annual proposed budget, articulating the strategies and budget packages to achieve the District's goals, and identifying budget impacts and changes. Also known as Letter of Transmittal.

BUDGET PROCESS. The process of translating, planning and programming decisions into specific financial plans.

CAPITAL BUDGET. A plan of proposed capital expenditures and the means of financing them. The capital budget is enacted as part of the Adopted Budget, which includes both operating and capital outlays.

CAPITAL EXPENDITURES. Expenditures that result in the acquisition or construction of fixed assets.

CAPITAL IMPROVEMENT PROGRAM (CIP). A plan for capital expenditures to be incurred each year for a fixed period of several years, setting forth each capital project, identifying the expected beginning and ending date for each project, the

amount to be expended in each year, and the method for financing those expenditures.

CAPITAL OUTLAY. A budget category for items having a value of \$5,000 or more and having a useful economic lifetime of more than one year.

CASH BASIS OF ACCOUNTING. The method of accounting that records revenues only when they are actually received and expenditures only when cash is paid.

CASH MANAGEMENT. The process of managing monies for the District to ensure operating cash availability and safe investment of idle cash.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR). The official annual financial report of the District prepared in conformity with GAAP. The annual report is audited by an independent auditing firm.

CONSUMER PRICE INDEX (CPI). A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living, i.e., economic inflation.

CONTINGENCY. An appropriation within an operating fund to cover unforeseen events, which occur during the budget year. The BCC must authorize the use of any contingency appropriations.

COST ANALYSIS. The method of accounting that records all the elements of cost incurred to accomplish a purpose, to carry out an activity or operation, or to complete a unit of work or specific job.

COST-BENEFIT ANALYSIS. Comparing the costs and benefits of each potential course of action.

CURRENT REVENUES. Those revenues received within the present fiscal year.

CUSTOMER. The recipient of a product or service provided by the District. Internal customers are usually District departments, employees or officials who receive products or services provided by another District department. External customers are usually citizens, neighborhoods, community organizations,

businesses or other public entities who receive products or services provided by the District.

DEBT SERVICE. The annual payment of principal and interest on the District bonded indebtedness.

DEBT SERVICE FUND. A fund to account for payment of principal and interest on general obligation and other District-issued debt.

ENCUMBRANCES. Obligations in the form of purchase orders or contracts, which are chargeable to an appropriation and for which a part of the appropriation is reserved. Obligations cease to be encumbrances when paid or when the appropriation expires at the end of the fiscal year.

ESTIMATED USEFUL LIFE. The length of time (usually expressed in years) that a building, piece of equipment or other fixed asset is expected to be in active use.

EXPENDITURE. An outlay, which is chargeable for a specific period, usually one fiscal year. Examples include wages or purchase of materials.

FINANCIAL MANAGEMENT POLICIES. The District's policies with respect to revenue, debt, budget and organization management as these relate to the District's ongoing ability to provide services, programs and capital investment.

FISCAL YEAR. A 12-month period to which the annual operating budget applies. At the end of the period, the District determines its financial position and the results of its operations. The Fiscal Year is July 1 through June 30 for local governments in Oregon.

FRINGE BENEFIT. Employee benefits, in addition to salary, that are paid by employers. Some benefits, such as Social Security (FICA), and workers' compensation, are required by law. Other benefits, such as health, dental and life insurance, are not mandated by law but can be offered to employees.

FULL ACCRUAL. The basis of accounting under which transactions and events are recognized as revenues or expenses when they occur, regardless of the timing of related cash flows.

FTE. Full-Time Equivalent. The ratio of a position in comparison to the amount of time a regular, full-time employee normally works in a year. A full-time employee (1.00 FTE) is paid for 1,950 hours a year. Positions budgeted to work less than full time are expressed as a percent of full time. For example, a .5 FTE budgeted position will work 975 hours.

FULL FAITH AND CREDIT. A pledge of the general taxing power for repayment of the debt obligation (typically used in reference to bonds).

FUND. An independent accounting entity whose revenues and expenditures are balanced and segregated to record a specific set of activities.

FUND BALANCE. The excess of the assets of a fund over its liabilities and reserves except in the case of funds subject to budgetary accounting where, prior to the end of a fiscal period, it represents the excess of the fund's assets and estimated revenues for the period over its liabilities, reserves and appropriations for the period.

FY. See FISCAL YEAR.

GAAP. Generally Accepted Accounting Principles. Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of the District.

GASB. Governmental Accounting Standards Board. The authoritative accounting and financial standard setting body for governmental entities.

GENERAL FUND. This fund accounts for the financial operations of the District, which are not accounted for in any other fund. Principal sources of revenue are property taxes, grants, interest income, and charges for services. Primary expenditures in the General Fund are made for Administration, Parks Services, Program Services, Milwaukie Center, Aquatic Park and Planning.

GENERAL OBLIGATION (GO) BONDS. Bonds that are to be repaid from taxes and other general revenues. When a government pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (GO) bonds.

GRANT. A cash award given for a specified purpose. The two major forms of Federal and State grants are block and discretionary or categorical. Block grants are awarded primarily to general purpose governments, are distributed to them according to formulas established in the law, and can be used for any locally determined activities that fall within the functional purpose of the grant as stated in the law. Discretionary or categorical grants can be used only for a specific purpose and usually are limited to narrowly defined projects or activities.

LETTER OF TRANSMITTAL. See BUDGET MESSAGE.

LEVEL OF SERVICE. Used generally to define the existing services, programs and facilities provided by the government for its citizens. Level of service in any given activity may be increased, decreased, or remain the same, depending on the needs, alternatives and available resources.

LEVY. The total amount of taxes or special assessments imposed by the District.

LINE ITEM. An expenditure description at the most detailed level. Objects of expenditure are broken down into specific items, such as printing.

LOCAL BUDGET LAW. Oregon Revised Statute (ORS) 294.305 to 294.565 constitute Local Budget Law in Oregon. Local Budget Law has several purposes: 1) It establishes standard procedures for preparing, presenting, and administering the District's budget; 2) It offers a way of outlining the programs and services provided by the District and the fiscal policy used to carry them out; 3) It provides a method for estimating revenues, expenditures, and proposed tax levies; and 4) It encourages citizen involvement in the preparation of the budget before formal adoption.

MAINTENANCE. The act of keeping capital assets in a state of good repair. It includes preventative maintenance, normal periodic repairs, replacement of parts or structural components, and other activities needed to maintain the asset so that it continues to provide normal services and achieves its optimum life.

MATERIALS AND SERVICES. A budget category, which includes expenditures for

supplies, contracted services, and equipment maintenance.

MODIFIED ACCRUAL ACCOUNTING. The basis of accounting under which revenues are recorded when they become both measurable and available to finance expenditures of the current period. Expenditures are recorded when the related fund liability is incurred, except for inventories, prepaid insurance, accumulated unpaid employee benefits and debt-service on long-term debt.

OPERATING BUDGET. Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of the District are controlled.

ORS. Oregon Revised Statutes.

PERS. The Public Employees Retirement System. A State of Oregon-defined benefit pension plan to which both employee and employer contribute.

PERSONAL SERVICES (PS). An object of expenditure which includes salaries, overtime pay and part-time pay, and fringe benefits.

PROPOSED BUDGET. The budget proposed by the District Director to the Budget Committee for review and approval.

RATINGS. In the context of bonds, normally an evaluation of credit-worthiness performed by an independent rating service. In the context of insurance, an evaluation of the organization's exposure performed by an independent rating service.

REFUNDING. The redemption of an obligation on or before its maturity in order to reduce the fixed interest charge, or to reduce the amount of fixed payment.

REQUIREMENT. The total of all expenditures within a fund, including operating expenditures, transfers to other funds, contingency and unappropriated fund balance.

RESERVE. A portion of a fund that is restricted for a specific purpose.

RESOURCES. The total amount available for appropriation within a fund. Resources generally include anticipated revenues, interfund transfers and beginning fund balance.

REVENUE. Income received by the District in support of the government's program of services to the community. The receipts and receivables for an organizational unit of the District derived from taxes, fees and from all other sources, but excluding beginning balance, transfers and debt proceeds.

SELF-INSURED. The retention of a risk of loss arising out of the ownership of property or some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. It is accompanied by the setting aside of assets to fund any related losses.

SPECIAL REVENUE FUNDS. These funds account for revenue derived from specific tax or other earmarked revenue sources, which are legally restricted to finance particular functions or activities.

SUPPLEMENTAL BUDGET. A budget prepared to meet unexpected needs or to spend revenues not anticipated at the time the regular budget was adopted. It cannot be used to authorize a tax levy.

SYSTEM DEVELOPMENT CHARGE (SDC). A charge levied on new construction to help pay for additional expenses created by this growth.

TAX. Compulsory charge levied by a government to finance services performed for the common benefit.

TAX BASE. The authority to permanently levy a dollar amount annually as approved by a majority of voters in May or November of an even numbered year is called a tax base. Once established, a local government may levy up to a full amount of its tax base authority without another vote of the people.

TAX RATE. The amount of tax stated in terms of a unit of tax for each \$1,000 of assessed value of taxable property. The tax rate for NCPRD is permanently set a \$.5382 per thousand of dollars of assessed valuation.

TAX ROLL. The official list of the Clackamas County Assessor showing the amount of taxes imposed against each taxable property.

TRANSFERS. Amounts transferred from one fund to finance activities in another fund. Transfers are shown as a requirement in the originating fund and a resource in the receiving fund.

UNAPPROPRIATED ENDING FUND BALANCE. An amount set aside in the budget to be used as a cash carryover to the next year's budget to provide needed cash flow until other money is received. No expenditures can be made from the Unappropriated Ending Fund Balance during the fiscal year in which it is budgeted.

UNDERWRITER. An individual or organization that assumes a risk for a fee (premium or commission).

UNFUNDED MANDATE. A cost incurred as a result of a federal or state regulation that does not include funding to comply with the mandate.

URBAN GROWTH BOUNDARY. Urban growth boundaries were created as part of the statewide land-use planning program in Oregon in the early 1970s. The boundaries mark the separation between rural and urban land. They are intended to encompass an adequate supply of buildable land that can be efficiently provided with urban services (such as roads, sewers, water lines and street lights) to accommodate the expected growth during a 20-year period. By providing land for urban uses within the boundary, rural lands can be protected from urban sprawl.

VISION. An objective that lies outside the range of planning. It describes an organization's most desirable future state.

A public meeting of the Clackamas County Board of Commissioners acting as the governing body of North Clackamas Parks & Recreation District (NCPRD) will be held on June 29, 2016 at 10:00 am at 2051 Kaen Road, Oregon City, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2016 as approved by the North Clackamas Parks & Recreation District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 150 Beavercreek Road, Oregon City, Oregon, between the hours of 8:00 a.m. and 5:00 p.m. or online at ncprd.com/financial-information. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Laura Zentner

Telephone: 503-742-4351

Email: lzentner@clackamas.us

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2014/2015	Adopted Budget This Year 2015/2016	Approved Budget Next Year 2016/2017
Beginning Fund Balance/Net Working Capital	12,444,870	15,268,403	17,329,689
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	5,516,721	4,960,390	6,460,899
Federal, State and all Other Grants, Gifts, Allocations and Donations	732,621	1,402,034	2,082,856
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	5,304,818	14,610,152	11,385,849
All Other Resources Except Current Year Property Taxes	381,520	504,405	2,244,079
Current Year Property Taxes Estimated to be Received	6,065,631	6,171,872	6,486,665
Total Resources	30,446,181	42,917,256	45,990,037

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	0	0	0
Materials and Services	7,878,114	8,455,222	8,720,798
Capital Outlay	471,283	14,682,013	18,073,784
Debt Service	1,061,381	1,062,300	5,029,038
Interfund Transfers	5,304,818	14,610,152	11,385,849
Contingencies	0	3,587,424	2,338,923
Special Payments	248,623	271,082	282,202
Unappropriated Ending Balance and Reserved for Future Expenditure	15,481,962	249,063	159,443
Total Requirements	30,446,181	42,917,256	45,990,037

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
General Fund			
Administration	669,021	753,409	711,783
Parks Maintenance	1,447,349	1,497,519	1,505,995
Recreation	398,983	444,430	437,944
Sports	925,359	1,109,751	1,281,363
Milwaukie Center	691,320	723,735	743,218
Aquatic Park	1,875,227	1,959,163	1,949,737
Marketing & Communications	350,996	373,789	468,251
Planning	466,598	400,610	389,248
Natural Resources	321,425	412,611	441,458
Nutrition and Transportation Fund			
Nutrition	505,566	492,966	526,737
Transportation	187,389	182,739	172,164
System Development charges Funds	0	28,000	6,072,190
Debt Service Funds	1,062,081	1,063,800	5,045,038
Capital Projects Fund	362,152	12,482,925	10,711,000
Capital Asset Replacement Fund	147,312	2,274,088	1,367,494
Not Allocated to Organizational Unit or Program	21,035,403	18,717,721	14,166,417
Total Requirements	30,446,181	42,917,256	45,990,037
Total FTE	0	0	0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *			

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2014/2015	Rate or Amount Imposed This Year 2015/2016	Rate or Amount Approved Next Year 2016/2017
Permanent Rate Levy (rate limit .5382 per \$1,000)	.5382	.5382	.5382
Local Option Levy			
Levy For General Obligation Bonds			

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$9,220,000	\$0
Other Borrowings	\$0	\$0
Total	\$9,220,000	\$0

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank lines.

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

To assessor of Clackamas County

FORM LB-50
2016-2017

☐ Check here if this is an amended form.

- Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

The North Clackamas Parks & Recreation has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Clackamas County. The property tax, fee, charge or assessment is categorized as stated by this form.

<u>150 Beavercreek Road</u>	<u>Oregon City</u>	<u>OR</u>	<u>97045</u>	<u>July 5, 2016</u>
Mailing Address of District	City	State	ZIP code	Date
<u>Laura Zentner</u>	<u>BCS Deputy Director</u>	<u>503.742.4351</u>	<u>lzentner@clackamas.us</u>	
Contact Person	Title	Daytime Telephone	Contact Person E-Mail	

CERTIFICATION - You **must** check one box if your district is subject to Local Budget Law.

- ☒ The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- ☐ The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TAXES TO BE IMPOSED

		Subject to General Government Limits	Excluded from Measure 5 Limits Dollar Amount of Bond Levy
		Rate -or- Dollar Amount	
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit) . . .	1	0.5382	
2. Local option operating tax	2		
3. Local option capital project tax	3		
4. City of Portland Levy for pension and disability obligations	4		
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.		
5b. Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001	5b.		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c.	0	

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000	6	0.5382
7. Election date when your new district received voter approval for your permanent rate limit	7	
8. Estimated permanent rate limit for newly merged/consolidated district	8	

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS _____ (Must be completed if you have an entry in Part IV)



Laura Zentner, CPA
Business Operations Director
NORTH CLACKAMAS PARKS AND RECREATION DISTRICT
Development Services Building
150 Beaver Creek Road
Oregon City, OR 97045

June 29, 2016

Board of County Commissioners
Clackamas County

Members of the Board:

Approval of a Resolution for North Clackamas Parks & Recreation District
Adopting a 2016/2017 Fiscal Year Budget, Making Appropriations and
Imposing and Categorizing Taxes for the Period of July 1, 2016 through June 30, 2017

Purpose/Outcome	Approval of a resolution to adopt 2016/2017 Fiscal Year (FY) budget for North Clackamas Parks & Recreation District (NCPRD)
Dollar Amount and Fiscal Impact	North Clackamas Parks & Recreation District budget in the amount of \$45,990,037 for FY 2016/2017
Funding Source	Property taxes, System Development Charges, fees, grants, donations, etc.
Duration	July 1, 2016 through June 30, 2017
Previous Board Action/Review	April 13, 2016 - NCPRD District Advisory Board recommended forwarding budget to NCPRD Budget Committee for approval. June 6, 2016 - NCPRD Budget Committee approved the FY 2016/2017 budget as presented.
Strategic Plan Alignment	Build public trust through good government
Contact Person	Laura Zentner, CPA BCS Deputy Director 503.742.4351

BACKGROUND: The attached resolution and exhibit adopt the budget as published and approved by the Budget Committee, and in accordance with the state budget law, to make appropriations and to impose and categorize taxes for the fiscal year 2016/2017.

This resolution will establish a budget for North Clackamas Parks and Recreation District in the amount of **\$45,990,037**.

RECOMMENDATION:

Staff respectfully recommends adoption of the attached resolution as presented.

Respectfully submitted,

A handwritten signature in black ink that reads "Laura Zentner".

Laura Zentner, CPA
BCS Deputy Director

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF CLACKAMAS COUNTY, STATE OF OREGON**

A RESOLUTION OF THE BOARD OF
COUNTY COMMISSIONERS ACTING AS
THE GOVERNING BODY OF THE NORTH
CLACKAMAS PARKS AND RECREATION
DISTRICT IN THE MATTER OF ADOPTING
A 2016/2017 FISCAL YEAR BUDGET, MAKING
APPROPRIATIONS AND IMPOSING AND
CATEGORIZING TAXES FOR THE PERIOD
OF JULY 1, 2016 THROUGH JUNE 30, 2017

Resolution No. **2016 - 57**

WHEREAS, the proposed expenditures and resources constituting the budget for the North Clackamas Parks and Recreation District, Clackamas County, Oregon, for the period of July 1, 2016 through June 30, 2017, inclusive, has been prepared, published and approved by the Budget Committee, and that the matters discussed at the public hearing were taken into consideration, as provided by statute; and,

WHEREAS, in accordance with ORS 294.438 the notice of this public hearing and a financial summary was published in the Clackamas Review on June 22, 2016; and,

WHEREAS, ORS 294.456 requires Districts to make appropriations, impose and categorize the tax levy when adopting the budget.

NOW, THEREFORE, IT IS HEREBY RESOLVED that:

The budget is hereby adopted for the fiscal year 2016/2017 in the amount of **\$45,990,037** and establishes appropriations as shown in the attached Exhibit A, which by this reference is made a part of this resolution.

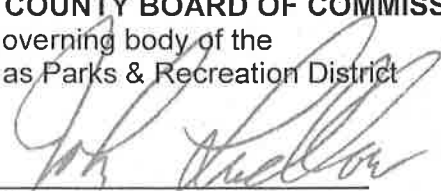
The following ad valorem property taxes are hereby imposed for tax year 2016/2017 upon the assessed value of all taxable property within the District and categorized for purposes of Article XI section 11b as subject to General Government Limitation:

At the rate of \$0.5382 per \$1,000 of assessed value for permanent rate tax.

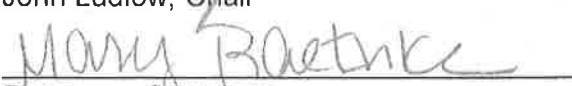
ADOPTED this 29th day of June, 2016.

CLACKAMAS COUNTY BOARD OF COMMISSIONERS

Acting as the governing body of the
North Clackamas Parks & Recreation District



John Ludlow, Chair



Recording Secretary

**North Clackamas Parks and Recreation District
Fiscal Year 2016/2017
Exhibit A**

General Fund

Administration Division	\$ 711,783
Parks Maintenance Division	1,505,995
Recreation Division	437,944
Sports Division	1,281,363
Milwaukie Center Division	743,218
Aquatic Park Division	1,949,737
Marketing & Communications	468,251
Planning Division	389,248
Natural Resources	441,458
Non-departmental	
Special Payments	272,202
Transfers to Other Funds	1,983,247
Contingency	2,107,550
	<u>\$ 12,291,996</u>

Nutrition & Transportation Fund

Nutrition Division	\$ 526,737
Transportation Division	172,164
Non-departmental	
Special Payments	5,000
Transfers to Other Funds	9,818
Contingency	136,373
	<u>\$ 850,092</u>

System Development Charge Zone 1 Fund

Materials and Services	\$ 20,000
Capital Outlay	1,388,682
Transfers to Other Funds	213,965
	<u>\$ 1,622,647</u>

System Development Charge Zone 2 Fund

Materials and Services	\$ 4,000
Capital Outlay	94,383
Transfers to Other Funds	869,429
	<u>\$ 967,812</u>

System Development Charge Zone 3 Fund

Materials and Services	\$ 7,900
Capital Outlay	4,557,225
Transfers to Other Funds	5,813,348
	<u>\$ 10,378,473</u>

Debt Service Fund - Series 2010

Materials and Services	\$ 15,500
Debt Service	4,454,038
	<u>\$ 4,469,538</u>

Debt Service Fund - Series 2008

Materials and Services	\$ 500
Debt Service	575,000
Reserve (Unappropriated)	159,443
	<u>\$ 734,943</u>

Capital Projects Fund

Capital Outlay	\$ 10,711,000
	<u>\$ 10,711,000</u>

Fixed Asset Replacement

Materials and Services	\$ 45,000
Capital Outlay	1,322,494
Special Payments	5,000
Transfers to Other Funds	2,496,042
Contingency	95,000
	<u>\$ 3,963,536</u>

Grand Total	<u>\$ 45,990,037</u>
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Total Appropriated	\$ 45,830,594
Total Unappropriated	159,443
	<u>\$ 45,990,037</u>