



ADOPTED BUDGET

FISCAL YEAR 2017 | 2018



NCPRD IS A SERVICE DISTRICT OF **CLACKAMAS COUNTY**, OREGON



NORTH CLACKAMAS PARKS and RECREATION DISTRICT

FISCAL YEAR 2017/2018

Adopted Budget

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

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NORTH CLACKAMAS
PARKS & RECREATION DISTRICT

Administration

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June 5, 2017

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 2017/2018, in the amount of \$55,091,141 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 122,000 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 36 FTE (full-time equivalent) positions and 47 seasonal FTE positions.

NCPRD has a dedicated tax base of \$0.5382 per \$1,000 of assessed value, which is projected to generate approximately \$6.9 million in fiscal year 2017/2018. 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 Parks & Recreation District is at \$1.46, and Willamalane Parks & Recreation in Springfield is at \$1.97.

The total fiscal year 2017/2018 budget for NCPRD in the amount of \$55 million can be summarized as follows: \$11.9 million for Operations, \$9.8 million for Capital Projects, \$9.8 million in System Development Charges to fund capital assets to accommodate growth, \$4.5 million for Capital Asset Repair & Replacement of existing District assets, \$9.9 million for Debt Service and \$9.2 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

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 2017/2018 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.

Happy Valley

At the time of writing this budget message, the City of Happy Valley is contemplating withdrawal/de-annexation from the NCPRD. As Happy Valley has grown rapidly over the past few years, City leadership has been re-evaluating the service district model and is considering the possibility of directly providing parks and recreation services to residents. This proposed fiscal year 2017/2018 budget does not reflect any changes with regard to this pending decision. If Happy Valley does withdraw from NCPRD during the coming fiscal year, it is anticipated that there will be no budget impacts until fiscal year 2018/2019, at which time any changes will be addressed.

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 2017/2018, 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

- Received Government Finance Officers Association Award for Excellence in Financial Reporting for Comprehensive Annual Financial Report for FY 2015/2016.
- Negotiated and executed a Strategic Partnership with North Clackamas School District which includes the disposition of Hood View Park in exchange for cash and two properties including Concord Elementary School.

Aquatic Park

- Provided swim lessons for 4,600 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 11 home swim meets providing a fun, healthy, and competitive experience for over 500 local youth and adult swimmers.

Milwaukie Center

- Provided over 83,500 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 2016/2017. 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 126 individuals, health equipment loans to 150 clients as well as 500 in-home geriatric assessments to help seniors maintain their independence.
- Hosted 13 special events for the community including the annual Quilt Show, Famous Thanksgiving dinner and Lumberjack Breakfast.

Sports and Recreation

- Earned a combined 97% approval rating for overall program satisfaction for the Hoopers Basketball program, our largest youth league serving more than 1,800 participants.
- Attracted over 2,300 attendees to five "Movies in the Park".

- Engaged over 1,000 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 5,900 patrons in both youth and adult sports programming and continued to work with the North Clackamas School District utilizing sixteen 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

- Obtained funding for Wichita Park in the City of Milwaukie.
- Initiated acquisition of Hidden Falls property, a significant segment of the Mount Scott-Scouters Mountain Trail Loop.
- Acquired an easement for Scott Creek Park Trail near Southern Lites Park, a segment of the Mount Scott-Scouters Mountain Trail Loop.
- Received Vogel property east of Happy Valley for a possible Community park.
- Initiated a Strategic Partnership with North Clackamas School District which includes the disposition of Hood View Park in exchange for cash and two properties including Concord Elementary School.

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.
- Managed the construction and completion of maintenance equipment storage building at Hood View Park.
- Completed installation of senior fitness equipment at the Milwaukie Center.
- Achieved public occupancy at Stringfield Family Park House and installed a commercial fire alarm system.
- Refurbished basketball court and parking lot at Harmony Road Neighborhood Park.
- Removed and replaced the play structure, renovated the parking lot and basketball court at Ann-Toni Schreiber Park.
- Partnered with North Clackamas Urban Watershed Council to obtain funding to enhance natural area at Southern Lites Park.

Budget Highlights

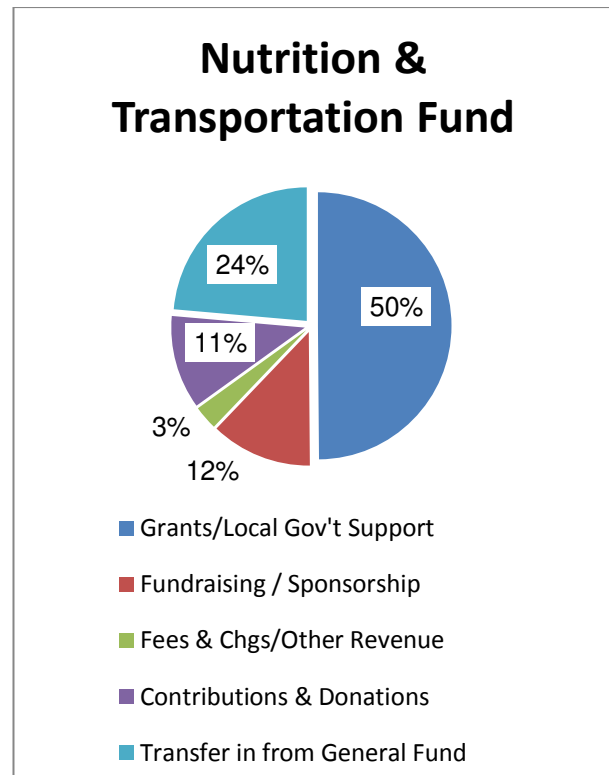
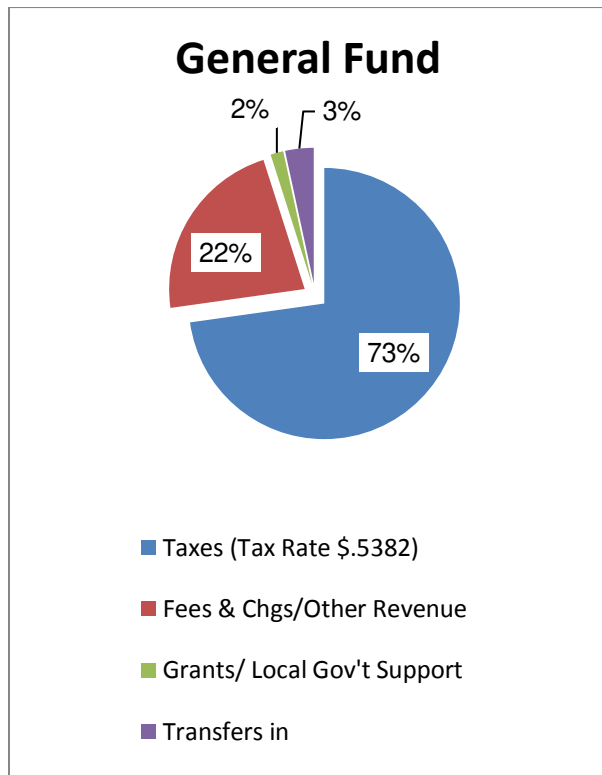
The budget for fiscal year 2017/2018 was assembled to achieve the following goals and priorities:

- 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*:

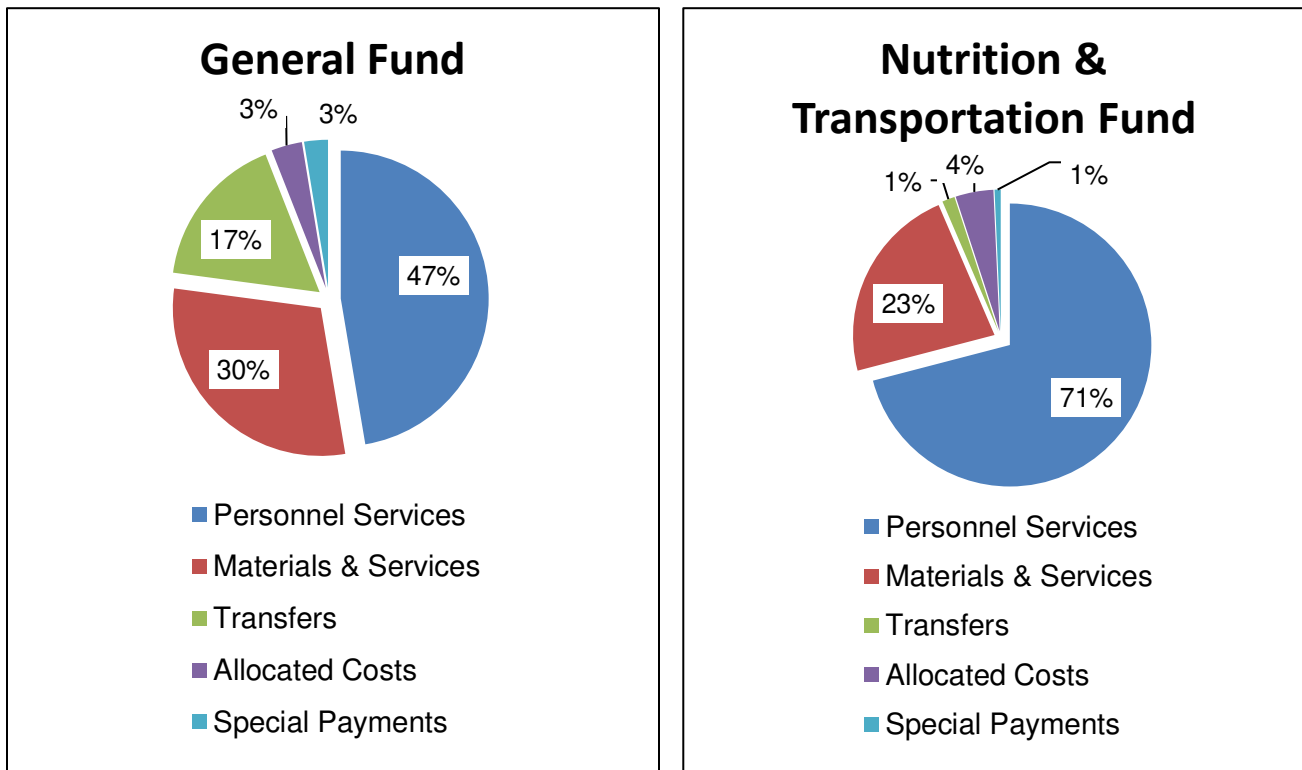


*Charts exclude beginning fund balance

- The assessed value of property within the District is budgeted to increase 3% for fiscal year 2017/2018 resulting in projected tax revenue at just over \$6.9 million, representing 73% of the General Fund revenue.
- Fees & charges, concessions, and other revenue provide approximately 22% of the General Fund operating revenue in fiscal year 2017/2018.
- 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 \$150,000 transfer from the General Fund in fiscal year 2017/2018 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 36 full-time Regular (FTE) positions and 47 seasonal (FTE) positions. Personnel costs for fiscal year 2017/2018 represent approximately 47% of the General Fund operating budget and 71% of the Nutrition and Transportation operating budget. The personnel costs are reflective of a 2.2% cost of living adjustment and 3.5% merit increases.

Materials and Services

Expenses other than personnel, capital items, transfers, and allocated costs make up 30% of the General Fund operating budget. The Nutrition and Transportation Fund spends 23% in this category.

Allocated Costs

Allocated charges increased 5% 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 3% of the General Fund and 4% of the Nutrition and Transportation Fund operating budgets.

Transfers

Transfers to other NCPRD funds from the General Fund make up 17% 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 2017/2018 SDC revenue projections (excluding beginning fund balance) are approximately \$3 million.

The District's Capital Improvement budget for fiscal year 2017/2018 is approximately \$9.8 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 development of Wichita Park in the City of Milwaukie. 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,

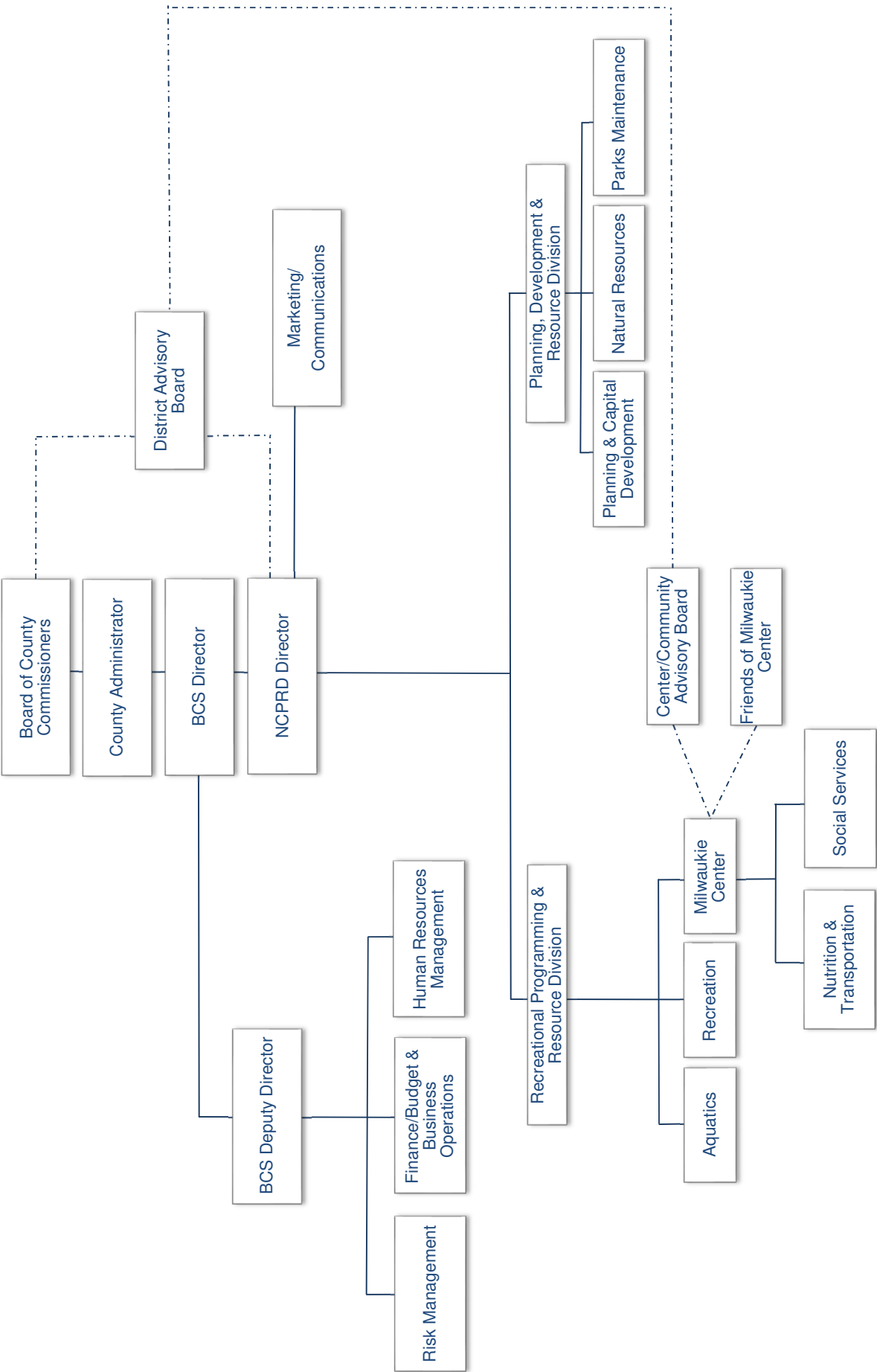


Don Krupp
District Administrator
NCPRD Budget Officer

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North Clackamas Parks and Recreation District
Organization Chart
Fiscal Year 2017/2018



North Clackamas Parks and Recreation District
Fiscal Year 2017/2018

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.

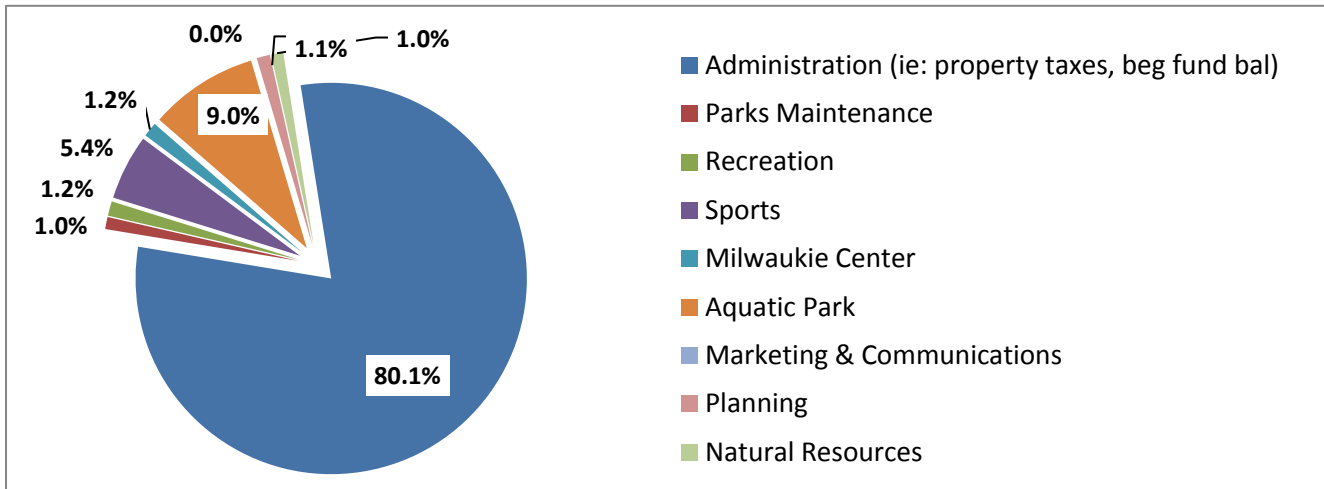
North Clackamas Parks & Recreation District

Fund Accounting Structure

Activity Type	Fund	Major Revenue Source(s)	Major Expense(s)
<u>Operating Funds</u>			
General Fund	113	Property Tax, 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 Fund	2008 Full Faith and Credit Obligations

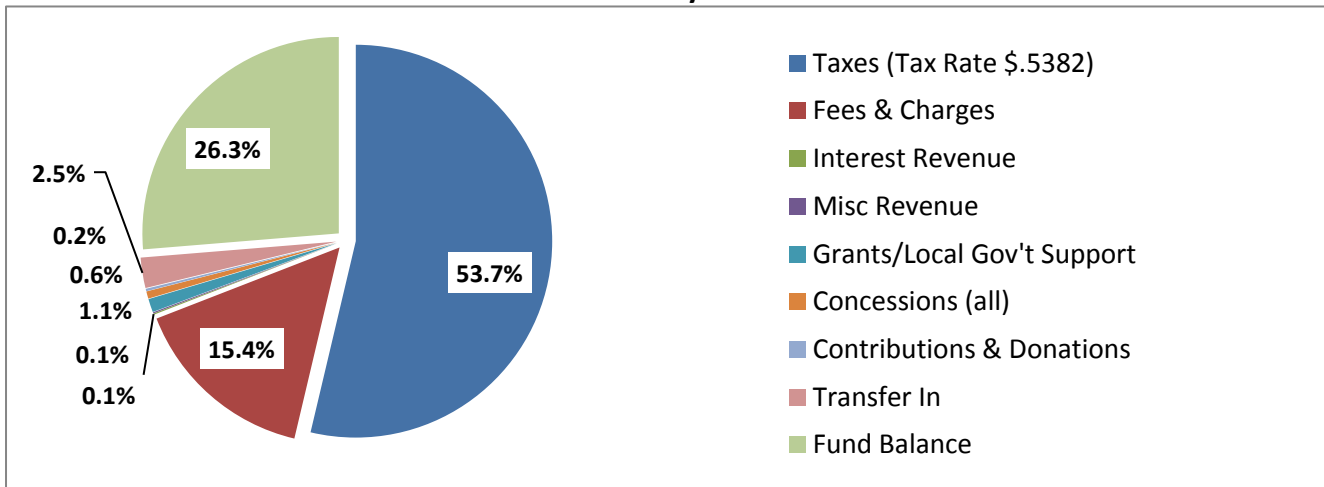
North Clackamas Parks & Recreation District Fiscal Year 2017/2018 Budget - General Fund 113

Revenue by Program



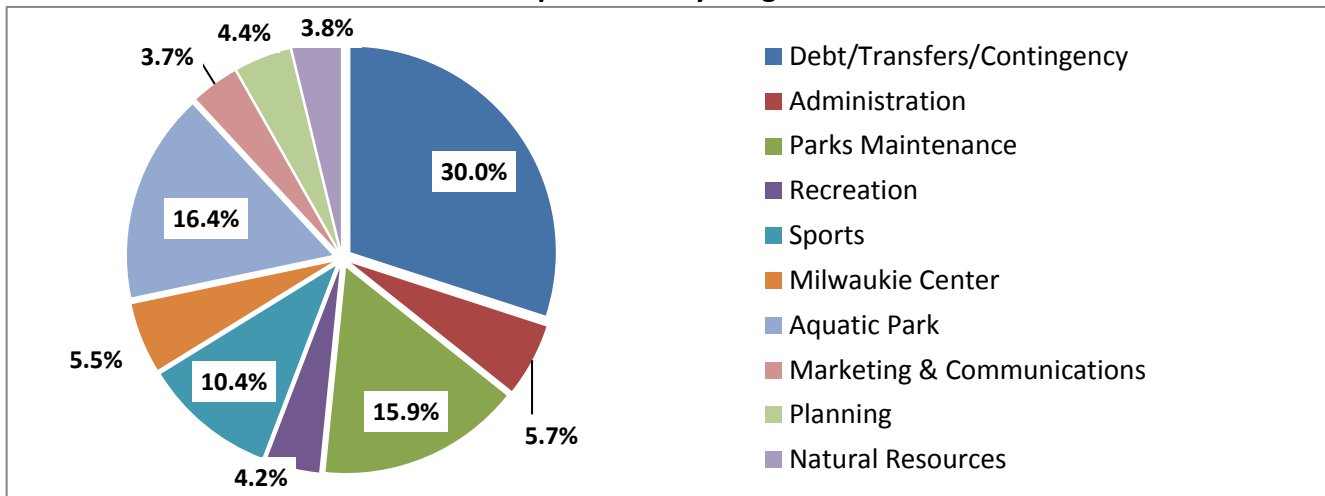
Administration (ie: property taxes, beg fund bal)	\$	10,392,817	80.1%
Parks Maintenance		124,293	1.0%
Recreation		155,500	1.2%
Sports		693,000	5.4%
Milwaukie Center		162,300	1.2%
Aquatic Park		1,159,000	9.0%
Marketing & Communications		-	0.0%
Planning		143,397	1.1%
Natural Resources		126,642	1.0%
Total	\$	12,956,949	100.0%

Revenue by Source



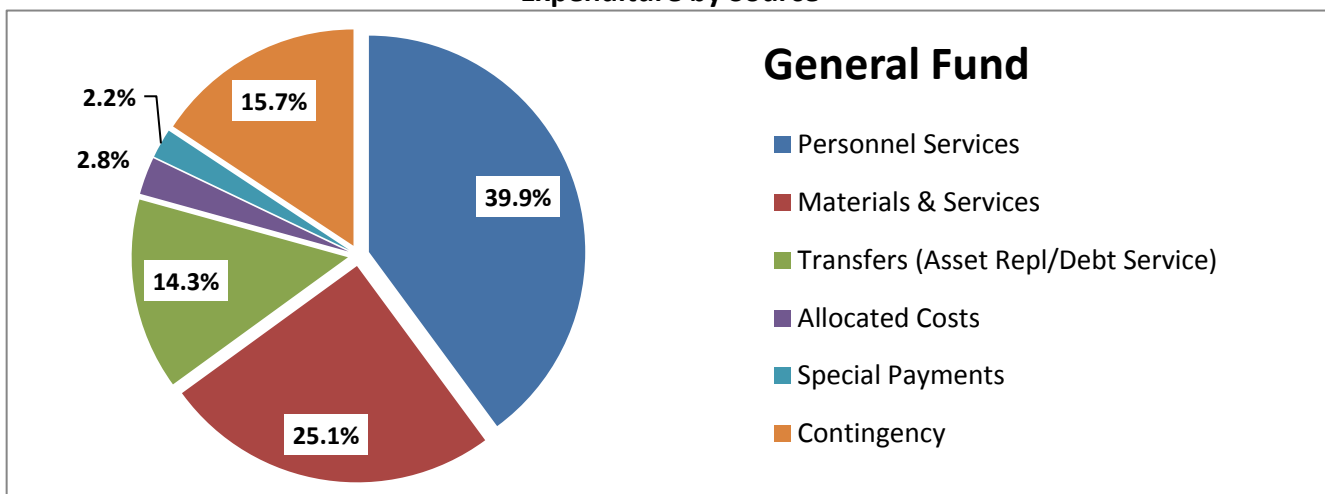
Taxes (Tax Rate \$.5382)	\$	6,913,152	53.7%
Fees & Charges		1,986,788	15.4%
Interest Revenue		14,000	0.1%
Misc Revenue		5,500	0.1%
Grants/Local Gov't Support		145,458	1.1%
Concessions (all)		83,000	0.6%
Contributions & Donations		29,000	0.2%
Transfer In		322,674	2.5%
Fund Balance		3,457,377	26.3%
Total	\$	12,956,949	100.0%

North Clackamas Parks & Recreation District
Fiscal Year 2017/2018 Budget - General Fund 113
Expenditure by Program



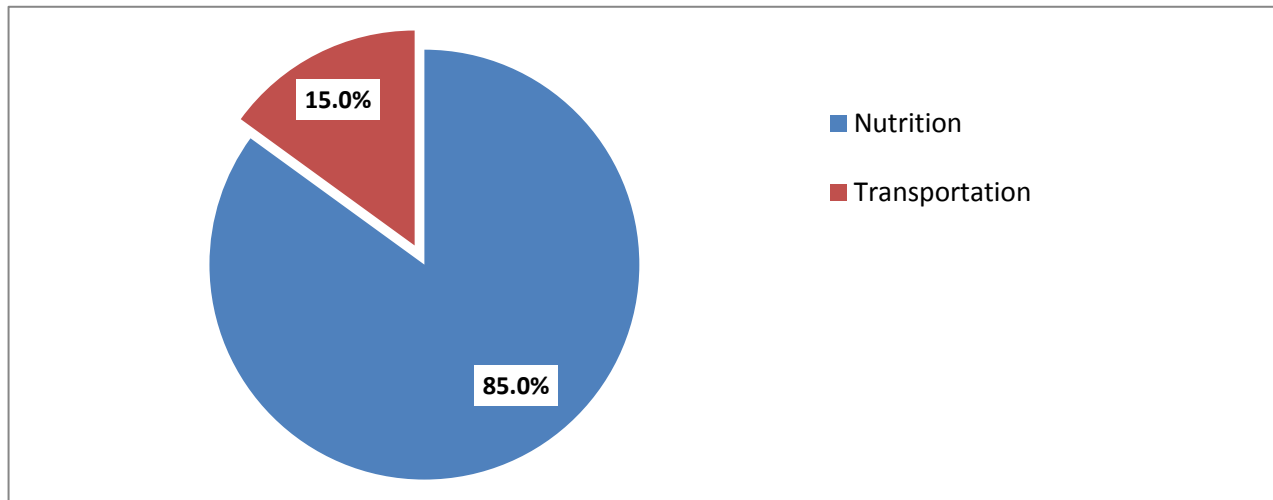
Debt/Transfers/Contingency	\$	3,932,187	30.0%
Administration		736,346	5.7%
Parks Maintenance		2,055,304	15.9%
Recreation		540,934	4.2%
Sports		1,342,724	10.4%
Milwaukie Center		705,099	5.5%
Aquatic Park		2,110,975	16.4%
Marketing & Communications		480,311	3.7%
Planning		561,060	4.4%
Natural Resources		492,009	3.8%
Total	\$	12,956,949	100.0%

Expenditure by Source



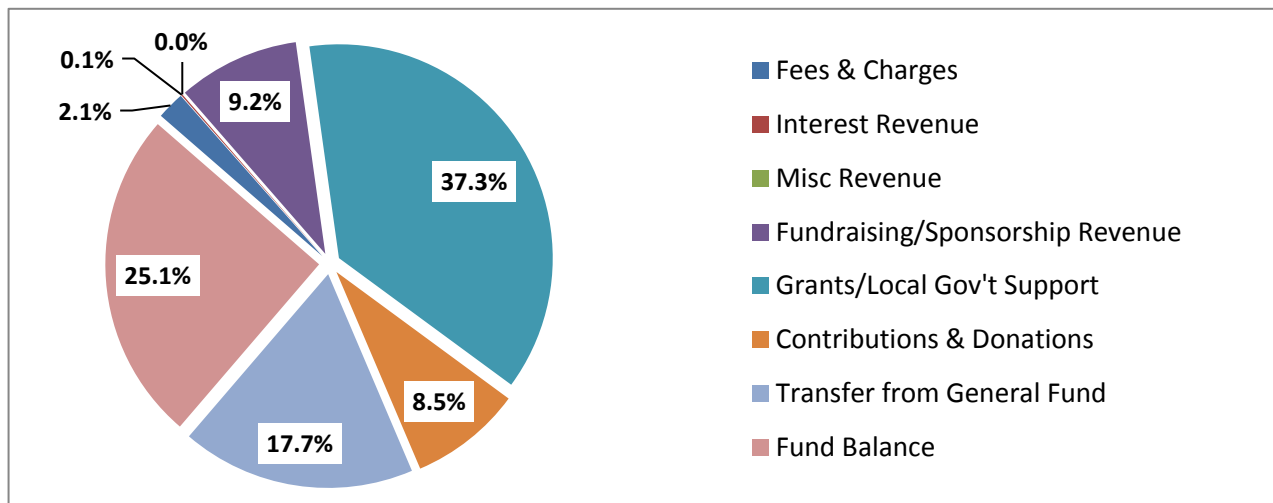
Personnel Services	\$	5,143,001	39.9%
Materials & Services		3,233,966	25.1%
Transfers (Asset Repl/Debt Service)		1,838,697	14.3%
Allocated Costs		366,118	2.8%
Special Payments		281,677	2.2%
Contingency		2,093,490	15.7%
Total	\$	12,956,949	100.0%

North Clackamas Parks & Recreation District
Fiscal Year 2017/2018 Budget - Nutrition and Transportation Fund 270
Revenue by Program



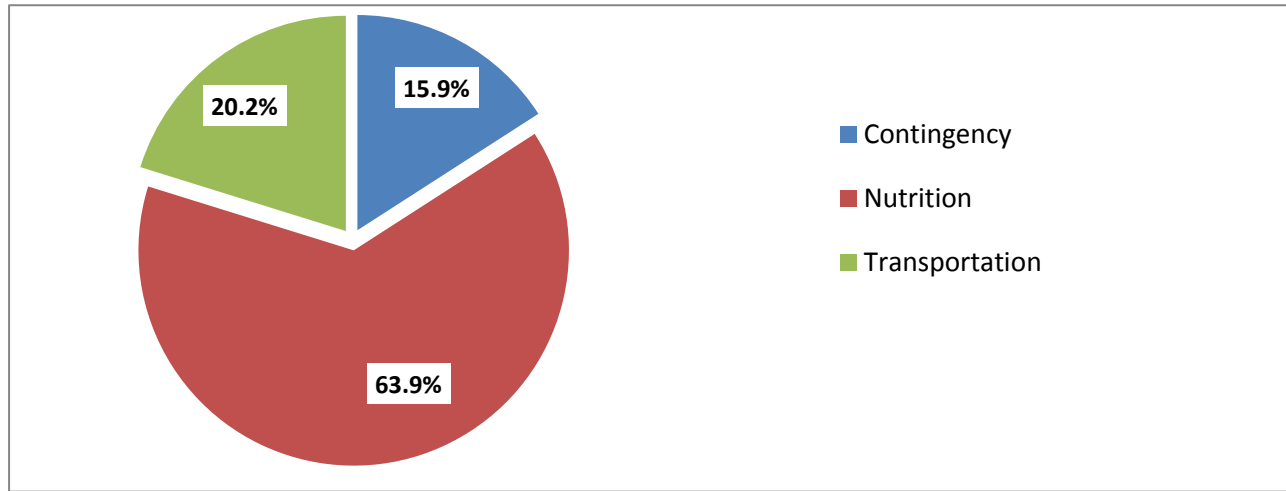
Nutrition	\$	721,443	85.0%
Transportation		127,395	15.0%
Total	\$	848,838	100.0%

Revenue by Source



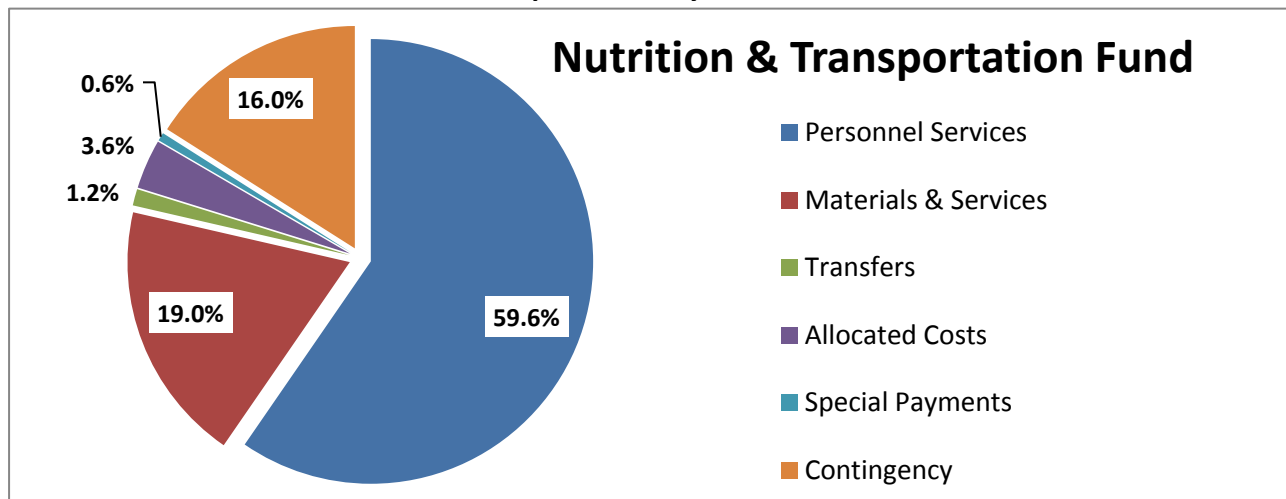
Fees & Charges	\$	17,500	2.1%
Interest Revenue		1,000	0.1%
Misc Revenue		-	0.0%
Fundraising/Sponsorship Revenue		78,000	9.2%
Grants/Local Gov't Support		316,895	37.3%
Contributions & Donations		72,000	8.5%
Transfer from General Fund		150,000	17.7%
Fund Balance		213,443	25.1%
Total	\$	848,838	100.0%

North Clackamas Parks & Recreation District
Fiscal Year 2017/2018 Budget - Nutrition and Transportation Fund 270
Expenditure by Program



Contingency	\$	135,346	15.9%
Nutrition		542,005	63.9%
Transportation		171,487	20.2%
Total	\$	848,838	100.0%

Expenditure by Source



Personnel Services	\$	506,183	59.6%
Materials & Services		161,137	19.0%
Transfers		10,300	1.2%
Allocated Costs		30,872	3.6%
Special Payments		5,000	0.6%
Contingency		135,346	16.0%
Total	\$	848,838	100.0%

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North Clackamas Parks & Recreation District
Interfund Transfers
Fiscal Year 2017/2018

Transfers In - 390XXX				Transfers Out - 470XXX			
Fund #	Fund Name	Amount	Fund #	Fund Name	Amount	Description	
113	General	\$ 10,300	270	Nutrition/Trans.	\$ 10,300	Milwaukie Center utility charges	
113	General	\$ 80,315	281	SDC - Zone 1	\$ 80,315	Capital personnel expenses	
113	General	\$ 81,499	282	SDC - Zone 2	\$ 81,499	Capital personnel expenses	
113	General	\$ 150,560	283	SDC - Zone 3	\$ 150,560	Capital personnel expenses	
270	Nutrition/Trans.	\$ 150,000	113	General	\$ 150,000	General Fund support	
382	Debt - 2010	\$ 500,000	113	General	\$ 500,000	Aquatic Park Debt	
382	Debt - 2010	\$ 5,000	481	Capital Replacement	\$ 5,000	Transfer for Debt Service	
383	Debt - 2008	\$ 94,000	281	SDC - Zone 1	\$ 94,000	Hood View Debt - from SDC's	
383	Debt - 2008	\$ 38,000	282	SDC - Zone 2	\$ 38,000	Hood View Debt - from SDC's	
383	Debt - 2008	\$ 434,656	283	SDC - Zone 3	\$ 434,656	Hood View Debt - from SDC's	
480	Capital Projects	\$ 288,697	113	General	\$ 288,697	General Funds for Non-SDC expenditures	
480	Capital Projects	\$ 125,318	281	SDC - Zone 1	\$ 125,318	SDC transfer to Capital Projects Fund	
480	Capital Projects	\$ 70,669	282	SDC - Zone 2	\$ 70,669	SDC transfer to Capital Projects Fund	
480	Capital Projects	\$ 6,247,881	283	SDC - Zone 3	\$ 6,247,881	SDC transfer to Capital Projects Fund	
481	Capital Replacement	\$ 900,000	113	General	\$ 900,000	Capital replacement of assets	
		<u>\$ 9,176,895</u>			<u>\$ 9,176,895</u>		

**North Clackamas Parks & Recreation District
District Revenue Summary - By Program
Fiscal Year 2017/2018**

Fund	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
General						
Administration	\$ 9,612,918	\$ 10,084,010	\$ 10,725,452	\$ 10,392,817	\$ 10,392,817	\$ 10,392,817
Parks Maintenance	61,131	13,507	65,740	124,293	124,293	124,293
Recreation	168,634	163,606	152,500	155,500	155,500	155,500
Sports	697,988	729,287	658,000	693,000	693,000	693,000
Milwaukie Center	184,282	183,493	156,818	162,300	162,300	162,300
Aquatic Park	1,144,704	1,142,654	1,148,400	1,159,000	1,159,000	1,159,000
Marketing & Comm	-	-	-	-	-	-
Planning	183,803	2,471	115,442	143,397	143,397	143,397
Natural Resources	85,132	82,083	89,744	126,642	126,642	126,642
Total	\$ 12,138,592	\$ 12,401,111	\$ 13,112,096	\$ 12,956,949	\$ 12,956,949	\$ 12,956,949
Nutrition & Transportation						
Nutrition	\$ 1,126,545	\$ 857,193	\$ 788,497	\$ 721,443	\$ 721,443	\$ 721,443
Transportation	140,283	124,067	131,895	127,395	127,395	127,395
Total	\$ 1,266,828	\$ 981,260	\$ 920,392	\$ 848,838	\$ 848,838	\$ 848,838
System Development Charges						
Total	\$ 10,125,386	\$ 12,836,582	\$ 12,968,932	\$ 17,086,402	\$ 17,086,402	\$ 17,086,402
Debt Service - Series 2010						
Total	\$ 599,678	\$ 2,103,359	\$ 4,469,538	\$ 4,109,214	\$ 4,109,214	\$ 4,109,214
Debt Service - Series 2008						
Total	\$ 675,887	\$ 675,362	\$ 734,943	\$ 5,826,709	\$ 5,826,709	\$ 5,826,709
Capital Projects						
Total	\$ 3,304,582	\$ 2,141,565	\$ 10,872,000	\$ 9,773,385	\$ 9,773,385	\$ 9,773,385
Capital Asset Replacement						
Total	\$ 2,335,228	\$ 2,944,464	\$ 3,963,536	\$ 4,489,644	\$ 4,489,644	\$ 4,489,644
TOTAL REVENUE	\$ 30,446,181	\$ 34,083,703	\$ 47,041,437	\$ 55,091,141	\$ 55,091,141	\$ 55,091,141

**North Clackamas Parks & Recreation District
District Expenditure Summary - By Program
Fiscal Year 2017/2018**

Fund	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
General						
Administration	\$ 1,897,793	\$ 1,936,033	\$ 5,572,680	\$ 4,668,533	\$ 4,668,533	\$ 4,668,533
Parks Maintenance	1,695,972	1,512,608	1,778,197	2,055,304	2,055,304	2,055,304
Recreation	398,983	386,777	437,944	540,934	540,934	540,934
Sports	925,359	1,076,220	1,281,363	1,342,724	1,342,724	1,342,724
Milwaukie Center	691,320	657,694	743,218	705,099	705,099	705,099
Aquatic Park	1,875,227	1,702,477	1,949,737	2,110,975	2,110,975	2,110,975
Marketing & Comm	350,996	226,230	493,251	480,311	480,311	480,311
Planning	466,598	249,425	414,248	561,060	561,060	561,060
Natural Resources	321,425	309,818	441,458	492,009	492,009	492,009
Total	\$ 8,623,673	\$ 8,057,282	\$ 13,112,096	\$ 12,956,949	\$ 12,956,949	\$ 12,956,949
Nutrition & Transportation						
Nutrition	\$ 722,167	\$ 494,785	\$ 748,012	\$ 677,351	\$ 677,351	\$ 677,351
Transportation	192,069	149,558	172,380	171,487	171,487	171,487
Total	\$ 914,236	\$ 644,343	\$ 920,392	\$ 848,838	\$ 848,838	\$ 848,838
System Development Charges						
Total	\$ 2,697,679	\$ 662,336	\$ 12,968,932	\$ 17,086,402	\$ 17,086,402	\$ 17,086,402
Debt Service - Series 2010						
Total	\$ 495,150	\$ 496,650	\$ 4,469,538	\$ 4,109,214	\$ 4,109,214	\$ 4,109,214
Debt Service - Series 2008						
Total	\$ 566,931	\$ 565,556	\$ 734,943	\$ 5,826,709	\$ 5,826,709	\$ 5,826,709
Capital Projects						
Total	\$ 1,519,238	\$ 1,640,113	\$ 10,872,000	\$ 9,773,385	\$ 9,773,385	\$ 9,773,385
Capital Asset Replacement						
Total	\$ 147,312	\$ 223,932	\$ 3,963,536	\$ 4,489,644	\$ 4,489,644	\$ 4,489,644
TOTAL EXPENDITURES	\$ 14,964,219	\$ 12,290,212	\$ 47,041,437	\$ 55,091,141	\$ 55,091,141	\$ 55,091,141

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NORTH CLACKAMAS PARKS AND RECREATION DISTRICT

Fiscal Year 2017/2018

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.
- 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 needs/desires of District 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 2016/2017	Adopted 2017/2018
Administration	\$ 5,572,680	\$ 4,668,533
Parks Maintenance	1,778,197	2,055,304
Recreation	437,944	540,934
Sports	1,281,363	1,342,724
Milwaukie Center	743,218	705,099
Aquatic Park	1,949,737	2,110,975
Marketing & Communications	493,251	480,311
Planning	414,248	561,060
Natural Resources	441,458	492,009
Nutrition	748,012	677,351
Transportation	172,380	171,487
System Development Charges (All Zones)	12,968,932	17,086,402
Debt Service 2010 Issue	4,469,538	4,109,214
Debt Service 2008 Issue	734,943	5,826,709
Capital Projects	10,872,000	9,773,385
Capital Asset Replacement	3,963,536	4,489,644
	\$ 47,041,437	\$ 55,091,141
Total Regular Full-Time Equivalent (FTE) Positions	33.82	35.70
Total Temporary and Part-Time FTE Positions**	43.45	47.07
Total NCPRD Staffing	77.27	82.77

**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 2017/2018

- Complete Strategic Partnership Purchase and Sale Agreement with North Clackamas School District.
- Utilize forecast and quarterly reporting to assure long-term financial stability of the District and to provide advance indicators of the District's financial position.
- Complete Master Plan, including updating the Capital Improvement Plan and System Development Charge methodology and ordinance.
- Resolve City of Happy Valley situation.

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Personnel Services*	\$ 1,786	\$ 2,637	\$ -	\$ -	\$ -	\$ -
Materials and Services	582,393	618,223	691,207	660,045	660,045	660,045
Allocated Costs	84,842	76,291	80,576	76,301	76,301	76,301
Interfund Transfer	1,228,772	1,238,882	2,144,247	1,838,697	1,838,697	1,838,697
Contingency	-	-	2,656,650	2,093,490	2,093,490	2,093,490
Total Budget	\$ 1,897,793	\$ 1,936,033	\$ 5,572,680	\$ 4,668,533	\$ 4,668,533	\$ 4,668,533
Regular Full-Time FTE	-	-	-	-	-	-
Temporary & Part-Time FTE**	-	-	-	-	-	-
Total Program Staffing	-	-	-	-	-	-

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07701							
302001	Beginning Fund Balance	\$ 3,343,661	\$ 3,514,919	\$ 4,017,700	\$ 3,457,377	\$ 3,457,377	\$ 3,457,377
311100	Current Taxes	6,065,631	6,378,354	6,486,665	6,757,152	6,757,152	6,757,152
311310	Delinquent Taxes	144,102	124,505	160,000	134,000	134,000	134,000
311350	Int & Penalties-Prop Tax	31,723	27,066	29,000	21,000	21,000	21,000
331250	Housing In Lieu of Tax	964	987	1,000	1,000	1,000	1,000
341809	Facilities Rental	8,003	8,216	8,288	8,288	8,288	8,288
360001	Misc. Revenue	566	1	560	-	-	-
361000	Interest Earned	18,268	29,962	14,200	14,000	14,000	14,000
390281	I/F Transfer From Fund 281	-	-	8,039	-	-	-
Total Resources		\$ 9,612,918	\$ 10,084,010	\$ 10,725,452	\$ 10,392,817	\$ 10,392,817	\$ 10,392,817

General Fund - Administration

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07701							
421100	General Office Supplies	\$ 2,838	\$ 173	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
421110	Postage	801	878	1,100	1,100	1,100	1,100
422400	Food	26	-	1,000	2,000	2,000	2,000
422910	Misc. Meeting Expense	750	304	750	750	750	750
431000	Professional Services	10,619	-	60,000	10,550	10,550	10,550
431100	Audit	22,960	23,690	25,000	27,000	27,000	27,000
431420	Legal	26,006	14,694	35,000	35,000	35,000	35,000
431480	Hearing/Meeting Expense	127	479	1,500	3,000	3,000	3,000
431900	Contracted Services	1,786	2,637	-	-	-	-
431918	Internal Cty Contracted Svcs	440,374	512,627	489,130	503,179	503,179	503,179
432100	Telephone	6,389	4,730	8,500	6,000	6,000	6,000
432400	Advertising	239	-	850	-	-	-
432700	Data Processing	2,072	1,225	3,000	2,225	2,225	2,225
433100	Travel & Per Diem	5,623	1,653	620	1,935	1,935	1,935
433110	Mileage Reimbursement	-	461	575	1,575	1,575	1,575
434100	Printing & Duplicating Services	2,053	2,096	2,100	3,000	3,000	3,000
435130	Liability Insurance	4,151	3,715	-	-	-	-
437100	Building Repairs & Maintenance	-	-	1,000	-	-	-
437210	Office Equipment Repairs	-	-	950	1,000	1,000	1,000
438110	Office Rent	51,843	46,758	48,332	49,206	49,206	49,206
439200	Training/Staff Development	3,773	3,513	5,500	5,500	5,500	5,500
439400	Publications & Subscriptions	1,750	750	2,800	3,525	3,525	3,525
440001	Pmts to Other Gov't	-	475	-	-	-	-
470270	I/F Transfer To Fund 270	100,000	100,000	100,000	150,000	150,000	150,000
470382	I/F Transfer To Fund 382	500,000	496,300	500,000	500,000	500,000	500,000
470480	I/F Transfer To Fund 480	28,772	42,582	344,247	288,697	288,697	288,697
470481	I/F Transfer To Fund 481	600,000	600,000	1,200,000	900,000	900,000	900,000
478101	Accounting Services	8,933	6,466	9,031	8,728	8,728	8,728
478102	Information Services	19,736	25,041	25,182	17,250	17,250	17,250
478103	Building Maintenance	37,550	31,028	33,633	37,208	37,208	37,208
478104	Public & Government Rel	2,268	2,132	2,211	2,135	2,135	2,135
478105	Records Management	57	31	151	96	96	96
478106	Purchasing Services	1,747	2,109	1,727	1,772	1,772	1,772
478107	Courier Services	1,442	833	921	1,355	1,355	1,355
478111	Personnel Administration	3,664	20	-	-	-	-
478112	County Administration	1,814	1,635	1,698	1,700	1,700	1,700
478117	Mailroom Overhead	120	90	98	174	174	174
478201	Electric Utility	5,193	4,760	4,589	4,476	4,476	4,476
478202	Natural Gas	1,079	1,055	300	300	300	300
478203	Water Utility	861	752	685	735	735	735
478204	Trash Removal	378	339	350	372	372	372
499001	Contingency	-	-	2,656,650	2,093,490	2,093,490	2,093,490
Total Requirements		\$ 1,897,793	\$ 1,936,033	\$ 5,572,680	\$ 4,668,533	\$ 4,668,533	\$ 4,668,533
Total Resources		\$ 9,612,918	\$ 10,084,010	\$ 10,725,452	\$ 10,392,817	\$ 10,392,817	\$ 10,392,817

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 accountants attending	\$	1,030
Oregon Government Finance Officers Association - one attending		550
National Recreation and Park Association Conference - two attending		3,000
Oregon Recreation and Park Association Conference - two attending		1,630
Oregon Government Finance Officers Association Certification		600
Various computer and skills training, NCPRD staff		1,200
Other		1,000
Total Budget Request for Activity	\$	9,010

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		1,000
Oregon Recreation and Park Association membership dues		1,500
Special Districts Association of Oregon		125
Total Budget Request for Activity	\$	3,525

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

Business and Community Services Administration Department allocation	\$	503,179
Total Budget Request for Activity	\$	503,179

Transfer to Nutrition & Transportation (470270)

General Fund support required to fully fund the Nutrition & Transportation programs	\$	150,000
Total Budget Request for Activity	\$	150,000

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 SDCs or other revenues are not available	\$	288,697
Total Budget Request for Activity	\$	288,697

Transfer to Fixed Asset/Capital Replacement Fund (470481)

Funds the repair and replacement of District capital assets	\$	900,000
Total Budget Request for Activity	\$	900,000

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 2017/2018 Objectives:

- Provide ongoing support to all District facilities and programs including Recreation, Sports, Natural Resources, Aquatic Park and the Milwaukee Center.
- Add acrylic surfacing to the basketball courts at Harmony Road Neighborhood Park.
- Develop District work order and inventory system.
- Implement new county asset software program and develop District asset management program.
- Work to complete construction of Wichita Park.

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Personnel Services*	\$ 893,264	\$ 839,810	\$ 943,762	\$ 1,137,438	\$ 1,137,438	\$ 1,137,438
Materials and Services	510,512	368,095	515,206	582,399	582,399	582,399
Allocated Costs	43,573	48,622	47,027	53,790	53,790	53,790
Special Payments	248,623	256,081	272,202	281,677	281,677	281,677
Total Budget	\$ 1,695,972	\$ 1,512,608	\$ 1,778,197	\$ 2,055,304	\$ 2,055,304	\$ 2,055,304
Regular Full-Time FTE	7.73	7.68	8.12	8.88	8.88	8.88
Temporary & Part-Time FTE**	7.30	5.88	3.62	5.00	5.00	5.00
Total Program Staffing	15.03	13.56	11.74	13.88	13.88	13.88

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07702							
333078	Marine Board Boat Ramp	\$ 3,744	\$ 4,750	\$ 2,750	\$ 3,958	\$ 3,958	\$ 3,958
340500	Maintenance Services	1,764	-	-	-	-	-
360001	Misc. Revenue	5,108	2,453	-	5,000	5,000	5,000
360500	Insurance Proceeds	-	2,170	-	-	-	-
390280	I/F Transfer From Fund 280	50,515	-	-	-	-	-
390281	I/F Transfer From Fund 281	-	1,323	14,430	15,000	15,000	15,000
390282	I/F Transfer From Fund 282	-	-	17,445	20,000	20,000	20,000
390283	I/F Transfer From Fund 283	-	2,811	31,115	80,335	80,335	80,335
Total Resources		\$ 61,131	\$ 13,507	\$ 65,740	\$ 124,293	\$ 124,293	\$ 124,293

General Fund - Parks Maintenance

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07702							
421100	General Office Supplies	\$ 482	\$ 553	\$ 500	\$ 500	\$ 500	\$ 500
422720	Uniform/Clothing Expense	1,316	2,847	4,450	4,450	4,450	4,450
424130	Maintenance Supplies	68,457	71,572	60,900	66,900	66,900	66,900
424423	Contracted Maintenance	40,357	24,177	61,900	70,700	70,700	70,700
424711	Sign Materials	7,356	734	6,000	6,000	6,000	6,000
424920	Chemicals	7,700	5,350	16,300	12,500	12,500	12,500
425100	Small Tools & Minor Equip.	6,837	2,341	18,200	18,200	18,200	18,200
431450	Licenses & Permits	350	832	1,800	1,800	1,800	1,800
431900	Contracted Services	893,264	839,810	943,762	1,137,438	1,137,438	1,137,438
432100	Telephone	4,004	4,730	8,580	8,580	8,580	8,580
432700	Data Processing	3,060	3,060	1,500	3,748	3,748	3,748
433100	Travel & Mileage	-	-	350	350	350	350
434100	Printing & Duplicating Services	-	59	100	100	100	100
435130	Liability Insurance	14,144	14,516	16,935	9,087	9,087	9,087
436100	Electricity	63,712	16,160	39,020	63,334	63,334	63,334
436200	Sewer	13,160	9,312	8,400	17,349	17,349	17,349
436210	Water	107,648	64,655	88,746	97,909	97,909	97,909
436310	Natural Gas Fuel	27,493	3,479	13,100	27,002	27,002	27,002
436500	Trash Removal	27,862	20,092	14,709	22,042	22,042	22,042
437100	Building Repairs & Maintenance	2,798	1,863	13,400	13,400	13,400	13,400
437200	Equipment Repairs & Maint.	23,708	25,990	23,000	23,000	23,000	23,000
437210	Office Equipment Repairs	-	-	500	500	500	500
437910	Park Maintenance	725	1,437	3,000	3,000	3,000	3,000
437945	Vandalism Expense	5,044	905	6,000	6,000	6,000	6,000
438190	Misc. Rent	77,522	67,277	62,016	63,698	63,698	63,698
438320	Equipment & Vehicle Rental	3,620	22,622	40,600	35,500	35,500	35,500
439200	Training/Staff Development	1,799	1,486	3,000	3,800	3,800	3,800
439400	Publications & Subscriptions	165	160	50	50	50	50
454013	Safety Equipment Materials	588	716	1,400	1,400	1,400	1,400
454095	Drug & Alcohol Testing	604	1,171	750	1,500	1,500	1,500
465002	Payments to Local Governments	248,623	256,081	272,202	281,677	281,677	281,677
478101	Accounting Services	18,072	16,877	18,665	19,119	19,119	19,119
478102	Information Services	7,403	11,381	10,071	17,249	17,249	17,249
478104	Public & Government Rel	2,268	2,135	2,211	2,135	2,135	2,135
478105	Records Management	118	81	312	212	212	212
478106	Purchasing Services	3,533	5,506	4,509	3,882	3,882	3,882
478111	Personnel Administration	10,245	10,919	9,461	9,319	9,319	9,319
478112	County Administration	1,814	1,635	1,698	1,700	1,700	1,700
478117	Mailroom Overhead	120	88	100	174	174	174
Total Requirements		\$ 1,695,972	\$ 1,512,608	\$ 1,778,197	\$ 2,055,304	\$ 2,055,304	\$ 2,055,304
Total Resources		\$ 61,131	\$ 13,507	\$ 65,740	\$ 124,293	\$ 124,293	\$ 124,293

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
National Playground Safety Institute (NPSI) Training - two attending		800
International Society of Arboriculture (ISA) Certification and Training		800
Backflow Testing Certification - one staff member		350
Mileage		350
Total Budget Request for Activity	\$	4,150

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
Paving/concrete repair		5,000
Automatic gate repair		1,000
Turf repairs/service - Hoodview Park		4,500
Clearing Riverfront dock debris \$2,000 & dock removal \$5,800		7,800
Riverfront Park expense		12,000
Total Budget Request for Activity	\$	70,700

Payments To Other Governments (465002)

Payment to the City of Happy Valley per Intergovernmental Agreement for Parks Maintenance	\$	281,677
Total Budget Request for Activity	\$	281,677

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 2017/2018 Objectives:

- Expand Special Events in the District.
- Utilize Cost Recovery Pyramid to increase cost recovery and reduce net subsidy of identified recreation programs.
- Expand outreach and feedback from community on programming needs within the District.
- Research recreational trends and implement new programs that will encourage healthy habits and build a diverse community.
- Expand relationships with organizations/businesses in community to enhance program offerings.

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Personnel Services*	\$ 281,173	\$ 259,871	\$ 289,470	\$ 384,741	\$ 384,741	\$ 384,741
Materials and Services	98,459	102,641	125,269	134,252	134,252	134,252
Allocated Costs	19,352	24,266	23,205	21,941	21,941	21,941
Total Budget	\$ 398,983	\$ 386,777	\$ 437,944	\$ 540,934	\$ 540,934	\$ 540,934
Regular Full-Time FTE	2.31	2.21	2.28	2.96	2.96	2.96
Temporary & Part-Time FTE**	1.80	1.66	1.58	1.75	1.75	1.75
Total Program Staffing	4.11	3.87	3.86	4.71	4.71	4.71

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07703							
347419	General Recreation	\$ 122,383	\$ 133,448	\$ 120,000	\$ 125,000	\$ 125,000	\$ 125,000
347421	Rental/Reservations	53	-	-	-	-	-
347422	Special Events/Activities	20,570	16,109	10,000	12,000	12,000	12,000
347424	Class Registration	25,628	14,049	20,000	16,000	16,000	16,000
362000	Advertising Revenue	-	-	2,500	2,500	2,500	2,500
Total Resources		<u>\$ 168,634</u>	<u>\$ 163,606</u>	<u>\$ 152,500</u>	<u>\$ 155,500</u>	<u>\$ 155,500</u>	<u>\$ 155,500</u>

General Fund - Recreation

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07703							
421100	General Office Supplies	\$ 1,461	\$ 2,287	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
421110	Postage	114	36	200	200	200	200
424600	Motor Vehicle Materials & Supp.	-	-	1,000	1,000	1,000	1,000
424930	Technical Supplies	1,012	2,406	2,400	2,400	2,400	2,400
431900	Contracted Services	281,173	259,871	289,470	384,741	384,741	384,741
431902	Misc. Contracted Svc	15,453	12,065	17,000	15,000	15,000	15,000
431920	Program Contracts	56,500	64,096	73,200	77,485	77,485	77,485
432100	Telephone	3,107	1,697	3,200	2,100	2,100	2,100
432700	Data Processing	2,850	-	-	-	-	-
433100	Travel & Per Diem	51	-	1,050	1,298	1,298	1,298
433110	Mileage Reimbursement	-	29	500	500	500	500
434100	Printing & Duplicating Services	1,069	59	2,500	2,500	2,500	2,500
435130	Liability Insurance	2,668	6,942	2,689	4,309	4,309	4,309
437100	Building Repairs & Maintenance	-	-	-	-	-	-
437210	Office Equip. Repairs & Maint.	34	266	100	100	100	100
438320	Equipment & Vehicle Rental	3,199	2,435	5,180	6,360	6,360	6,360
439200	Training/Staff Development	880	247	1,700	1,700	1,700	1,700
439400	Publications & Subscriptions	58	63	250	-	-	-
439953	Merchant Charge	2,256	1,563	2,500	1,800	1,800	1,800
450105	Special Events	5,704	5,188	7,300	12,000	12,000	12,000
454000	Program Materials & Supplies	2,044	3,262	3,000	4,000	4,000	4,000
478101	Accounting Services	5,188	3,986	4,704	4,709	4,709	4,709
478102	Information Services	7,426	11,383	10,073	8,625	8,625	8,625
478104	Public & Government Rel	976	2,135	2,211	2,135	2,135	2,135
478105	Records Management	34	19	79	52	52	52
478106	Purchasing Services	1,014	1,300	1,065	956	956	956
478107	Courier Services	248	513	480	731	731	731
478111	Personnel Administration	3,634	3,207	2,795	2,858	2,858	2,858
478112	County Administration	780	1,635	1,698	1,700	1,700	1,700
478117	Mailroom Overhead	52	88	100	175	175	175
Total Requirements		\$ 398,983	\$ 386,777	\$ 437,944	\$ 540,934	\$ 540,934	\$ 540,934
Total Resources		\$ 168,634	\$ 163,606	\$ 152,500	\$ 155,500	\$ 155,500	\$ 155,500

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 - two attending		2,098
Mileage		500
Total Budget Request for Activity	\$	3,498

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

Community Education Classes - more than 62 classes offered	\$	50,000
Art, Cooking, Computer, Dance, Gymnastics, and Yoga		23,985
Theater Workshop		3,500
Total Budget Request for Activity	\$	77,485

Special Events (450105)

Movies in the Park	\$	3,150
Daddy Daughter Dinner Dance		3,850
Winterfest		200
Teen Event		500
Senior Field Day		300
Other		4,000
Total Budget Request for Activity	\$	12,000

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 2017/2018 Objectives:

- Enhance partnerships to allow more programming opportunities for residents.
- 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.
- Evaluate existing programming through the use of online surveys and tracking participation numbers.

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Personnel Services*	\$ 622,736	\$ 685,044	\$ 806,978	\$ 859,566	\$ 859,566	\$ 859,566
Materials and Services	276,973	356,990	431,633	434,330	434,330	434,330
Allocated Costs	25,650	34,185	42,752	48,828	48,828	48,828
Total Budget	\$ 925,359	\$ 1,076,220	\$ 1,281,363	\$ 1,342,724	\$ 1,342,724	\$ 1,342,724
Regular Full-Time FTE	3.81	3.66	4.03	4.05	4.05	4.05
Temporary & Part-Time FTE**	8.40	9.82	10.56	10.54	10.54	10.54
Total Program Staffing	12.21	13.48	14.59	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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07717							
347411	Concessions	\$ 54,482	\$ 65,198	\$ 58,000	\$ 60,000	\$ 60,000	\$ 60,000
347420	Sports/Open Gym	437,593	444,477	420,000	423,000	423,000	423,000
347421	Rental/Reservations	195,913	208,847	180,000	210,000	210,000	210,000
347424	Class Registration	-	10,765	-	-	-	-
362000	Advertising Revenue	10,000	-	-	-	-	-
Total Resources		\$ 697,988	\$ 729,287	\$ 658,000	\$ 693,000	\$ 693,000	\$ 693,000

General Fund - Sports

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07717							
421100	General Office Supplies	\$ 3,993	\$ 4,050	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200
421110	Postage	10	-	-	-	-	-
422720	Uniform/Clothing Expense	8,269	5,900	4,000	4,000	4,000	4,000
424130	Maintenance Supplies	-	23,850	28,000	28,000	28,000	28,000
424930	Technical Supplies	7,683	4,048	2,500	2,700	2,700	2,700
431900	Contracted Services	622,736	685,044	806,978	859,566	859,566	859,566
431920	Program Contracts	93,378	98,508	140,000	137,000	137,000	137,000
432100	Telephone	10,836	9,694	12,000	13,000	13,000	13,000
432700	Data Processing	4,594	3,060	4,000	8,500	8,500	8,500
433100	Travel & Per Diem	437	-	1,190	2,877	2,877	2,877
433110	Mileage Reimbursement	-	500	2,600	3,000	3,000	3,000
434100	Printing & Duplicating Services	7,433	8,356	10,000	10,000	10,000	10,000
435130	Liability Insurance	3,537	10,520	9,943	8,543	8,543	8,543
436100	Electricity	4,130	43,414	46,000	46,000	46,000	46,000
436200	Water/Sewer	-	4,230	8,800	8,800	8,800	8,800
436210	Water	1,446	2,933	10,000	10,000	10,000	10,000
436310	Natural Gas	1,421	1,490	9,300	2,000	2,000	2,000
436500	Trash Removal	-	11,666	10,600	11,700	11,700	11,700
437100	Building Repairs & Maintenance	2,423	1,458	2,500	2,500	2,500	2,500
437200	Equipment Repairs & Maint.	1,692	2,002	3,500	3,500	3,500	3,500
437210	Office Equipment Repairs	1,577	2,254	3,000	3,000	3,000	3,000
438320	Equipment & Vehicle Rental	5,669	6,254	6,000	7,000	7,000	7,000
439200	Training/Staff Development	2,474	1,107	1,950	4,450	4,450	4,450
439400	Publications & Subscriptions	173	188	250	60	60	60
439953	Merchant Charge	5,247	6,403	4,500	6,500	6,500	6,500
454005	Program Supplies - Sports	110,551	105,107	106,800	107,000	107,000	107,000
478101	Accounting Services	6,876	8,831	11,745	13,778	13,778	13,778
478102	Information Services	9,844	11,383	17,628	20,124	20,124	20,124
478104	Public & Government Rel	1,293	2,135	2,211	2,135	2,135	2,135
478105	Records Management	45	43	196	152	152	152
478106	Purchasing Services	1,345	2,881	2,359	2,798	2,798	2,798
478107	Courier Services	328	-	-	-	-	-
478111	Personnel Administration	4,817	7,189	6,815	7,968	7,968	7,968
478112	County Administration	1,034	1,635	1,698	1,699	1,699	1,699
478117	Mailroom Overhead	68	88	100	174	174	174
Total Requirements		\$ 925,359	\$ 1,076,220	\$ 1,281,363	\$ 1,342,724	\$ 1,342,724	\$ 1,342,724
Total Resources		\$ 697,988	\$ 729,287	\$ 658,000	\$ 693,000	\$ 693,000	\$ 693,000

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	\$	2,300
Oregon Recreation and Park Association Conference - three attending		2,422
National Recreation and Park Association - one attending		2,105
Staffing recruitment		500
Mileage		3,000
Total Budget Request for Activity	\$	10,327

Publications and Subscriptions (439400)

National Recreation and Park Association membership dues		60
Total Budget Request for Activity	\$	60

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

<i>Officials/Referees - Adult Programs</i>		
Leagues	\$	60,000
Tournaments		5,000
<i>Officials/Referees - Youth Programs</i>		
Hoopers Basketball		45,000
Sideout Volleyball		2,000
Fastpitch Tournaments		7,000
<i>Program Coordination</i>		
Hoopers Basketball		5,000
Sideout Volleyball		2,000
Tennis Camp		6,000
Track and Field Camp		2,000
<i>League Association/Tournament Fees</i>		
United States Specialty Sports Association		1,000
United States of America Teams		2,000
Total Budget Request for Activity	\$	137,000

Program Supplies (454005)

Hood View Park Facility/field equipment & supplies	\$	8,250
North Clackamas School District facility rentals		21,800
All program supplies		2,000
Adult Programs		14,000
<i>Youth Programs</i>		
Camps		6,200
Cheer Starz		9,300
Hoopers Basketball		36,100
Sideout Volleyball		3,750
Pull the Flag Football		2,900
Fastpitch Tournaments		700
First Aid training & supplies		2,000
Total Budget Request for Activity	\$	107,000

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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 2017/2018 Objectives:

- Analyze rental program. Work on determining ways to better market, increase capacity and revenue.
- Remodel of the main womens and mens restrooms. This will include modernization from the 1979 design as well as installation of an updated ventilation system.
- Continue to find ways to make social service programs more cost effective.

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Personnel Services*	\$ 504,741	\$ 482,712	\$ 577,165	\$ 536,595	\$ 536,595	\$ 536,595
Materials and Services	141,478	134,421	121,664	124,853	124,853	124,853
Allocated Costs	45,101	40,560	44,389	43,651	43,651	43,651
Total Budget	\$ 691,320	\$ 657,694	\$ 743,218	\$ 705,099	\$ 705,099	\$ 705,099
Regular Full-Time FTE	4.56	4.63	4.57	3.90	3.90	3.90
Temporary & Part-Time FTE**	1.60	1.49	2.32	2.84	2.84	2.84
Total Program Staffing	6.16	6.12	6.89	6.74	6.74	6.74

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07704							
347423	Respite Revenue	\$ 8,566	\$ 5,797	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500
347426	Rental/Reservation Fees	71,722	69,814	60,000	60,000	60,000	60,000
347427	Contract w/Clack Cty Soc Svcs	64,674	59,220	60,000	60,000	60,000	60,000
360001	Misc. Revenue	4,039	622	500	500	500	500
367000	Contributions & Donations	-	9,370	4,000	9,000	9,000	9,000
367009	Friends of Milwaukie Center	14,000	14,000	14,000	14,000	14,000	14,000
390270	I/F Transfer From Fund 270	21,281	24,670	9,818	10,300	10,300	10,300
Total Resources		\$ 184,282	\$ 183,493	\$ 156,818	\$ 162,300	\$ 162,300	\$ 162,300

General Fund - Milwaukie Center

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07704							
421100	General Office Supplies	\$ 4,786	\$ 4,337	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
421110	Postage	259	80	500	500	500	500
422100	Supplies	373	423	600	600	600	600
422200	Janitorial Supplies	3,382	3,184	3,600	3,600	3,600	3,600
422720	Uniform/Clothing Expense	-	-	-	2,000	2,000	2,000
422910	Misc. Meeting Expense	13	-	100	100	100	100
431000	Professional Services	7,254	12,489	9,000	9,000	9,000	9,000
431900	Contracted Services	504,741	482,712	577,165	536,595	536,595	536,595
431918	Internal Cty Contracted Svc	393	-	-	-	-	-
432100	Telephone	11,025	11,343	11,000	11,000	11,000	11,000
432700	Data Processing	3,060	4,844	8,000	6,660	6,660	6,660
433100	Travel & Per Diem	1,433	426	500	500	500	500
433110	Mileage Reimbursement	-	1,235	2,000	1,500	1,500	1,500
434100	Printing & Duplicating Services	20,669	798	1,000	1,000	1,000	1,000
435130	Liability Insurance	20,891	24,413	3,844	8,123	8,123	8,123
436100	Electricity	19,233	19,862	19,000	19,000	19,000	19,000
436200	Sewer	5,452	4,776	8,670	8,000	8,000	8,000
436210	Water	3,994	6,891	4,600	4,600	4,600	4,600
436310	Natural Gas	5,915	5,546	8,000	8,000	8,000	8,000
436500	Trash Removal	3,659	3,690	4,300	4,300	4,300	4,300
437100	Building Repairs & Maintenance	19,490	22,273	20,000	21,000	21,000	21,000
437210	Office Equipment Repairs	2,913	2,934	4,000	4,000	4,000	4,000
437211	Office Equip. Maint./Furn.	2,320	398	1,200	1,200	1,200	1,200
437212	Office Equipment/Copier	411	92	-	-	-	-
439200	Training/Staff Development	699	168	2,250	2,170	2,170	2,170
439400	Publications & Subscriptions	262	547	500	500	500	500
439953	Merchant Charge	1,030	1,016	1,000	1,000	1,000	1,000
450105	Special Events	-	-	500	-	-	-
454000	Program Materials & Supplies	-	27	1,000	-	-	-
454016	Volunteer Expenses	2,562	2,632	2,500	2,500	2,500	2,500
478101	Accounting Services	6,211	5,920	7,659	7,991	7,991	7,991
478102	Information Services	27,139	22,765	25,185	23,000	23,000	23,000
478104	Public & Government Rel	2,269	2,135	2,211	2,135	2,135	2,135
478105	Records Management	41	29	128	88	88	88
478106	Purchasing Services	1,214	1,932	1,582	1,623	1,623	1,623
478107	Courier Services	1,400	762	781	1,240	1,240	1,240
478111	Personnel Administration	4,893	5,294	5,045	5,699	5,699	5,699
478112	County Administration	1,814	1,635	1,698	1,700	1,700	1,700
478117	Mailroom Overhead	120	88	100	175	175	175
Total Requirements		\$ 691,320	\$ 657,694	\$ 743,218	\$ 705,099	\$ 705,099	\$ 705,099
Total Resources		\$ 184,282	\$ 183,493	\$ 156,818	\$ 162,300	\$ 162,300	\$ 162,300

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	\$	300
Oregon Recreation and Park Association's Section for Older Adult Resources Conference		800
Brookdale Respite Training		1,050
Alzheimer McGinty Conference - two attending		300
Mileage		1,500
Various meetings		220
Total Budget Request for Activity	\$	4,170

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	\$	10,700
Miscellaneous parts and tools		5,000
Refrigeration repair		2,000
Inspections/permits		700
Contracted maintenance		600
Facility alarm		1,000
Electrical		1,000
Total Budget Request for Activity	\$	21,000

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 2017/2018 Objectives:

- Evaluate district residents' needs and wants regarding Aquatic programming opportunities.
- Expand partnership with Clackamas Community College in regards to both programming and Harmony Community Campus parking.
- Evaluate and improve customer service delivery to achieve an enhanced Aquatic Park experience.
- Implement Cost Recovery Pyramid to reduce net subsidy to Aquatic Park programs.

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Personnel Services*	\$ 1,147,083	\$ 967,694	\$ 1,139,194	\$ 1,309,059	\$ 1,309,059	\$ 1,309,059
Materials and Services	665,890	672,664	748,194	740,701	740,701	740,701
Allocated Costs	62,254	62,119	62,349	61,215	61,215	61,215
Total Budget	\$ 1,875,227	\$ 1,702,477	\$ 1,949,737	\$ 2,110,975	\$ 2,110,975	\$ 2,110,975
Regular Full-Time FTE	6.83	5.25	5.57	5.63	5.63	5.63
Temporary & Part-Time FTE**	18.10	18.84	19.30	22.30	22.30	22.30
Total Program Staffing	24.93	24.09	24.87	27.93	27.93	27.93

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07705							
347410	General Admissions/Open Swim	\$ 490,907	\$ 452,635	\$ 480,000	\$ 482,000	\$ 482,000	\$ 482,000
347411	Concessions	21,445	22,949	21,000	23,000	23,000	23,000
347412	Passes, laps	120,875	120,178	120,000	119,000	119,000	119,000
347413	Lessons	272,541	297,283	263,000	273,000	273,000	273,000
347414	Retail	27,770	28,621	28,000	29,000	29,000	29,000
347415	Rentals (Tubes/lockers)	30,917	27,677	29,000	29,000	29,000	29,000
347416	Climbing Wall	17,275	14,529	16,000	14,000	14,000	14,000
347417	Parties	80,475	86,362	85,000	84,000	84,000	84,000
347418	Pass Sales	27,248	36,704	56,400	55,000	55,000	55,000
347420	Milw. Parks-Sports/Open Gym	200	-	-	-	-	-
347426	Rental/Reservation Fees	46,373	48,670	43,000	45,000	45,000	45,000
367000	Contributions & Donations	8,678	7,046	7,000	6,000	6,000	6,000
Total Resources		\$ 1,144,704	\$ 1,142,654	\$ 1,148,400	\$ 1,159,000	\$ 1,159,000	\$ 1,159,000

General Fund - Aquatic Park
Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07705							
421100	General Office Supplies	\$ 2,800	\$ 2,030	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
421110	Postage	861	813	800	850	850	850
422404	Party Supplies	43,939	44,415	44,000	46,000	46,000	46,000
422720	Uniform/Clothing Expense	1,816	6,431	2,500	3,500	3,500	3,500
424130	Maintenance Supplies	(228)	-	-	-	-	-
424920	Chemicals	49,846	38,286	49,000	47,000	47,000	47,000
424930	Technical Supplies	6,148	7,733	8,800	8,800	8,800	8,800
431000	Professional Services	-	79,110	95,000	103,500	103,500	103,500
431450	Licenses & Permits	2,173	2,101	2,500	2,500	2,500	2,500
431900	Contracted Services	1,147,083	967,694	1,139,194	1,309,059	1,309,059	1,309,059
431920	Program Contracts	3,696	-	-	-	-	-
432100	Telephone	13,036	13,796	14,000	14,000	14,000	14,000
432700	Data Processing	-	-	4,500	2,400	2,400	2,400
433100	Travel & Per Diem	389	-	2,450	4,283	4,283	4,283
433110	Mileage Reimbursement	-	465	1,100	1,100	1,100	1,100
434100	Printing & Duplicating Services	675	352	2,500	2,500	2,500	2,500
435130	Liability Insurance	56,454	65,971	36,044	33,798	33,798	33,798
436100	Electricity	106,140	98,088	117,000	110,000	110,000	110,000
436200	Sewer	76,151	63,575	78,000	72,000	72,000	72,000
436210	Water	32,033	24,097	34,000	30,000	30,000	30,000
436310	Natural Gas	97,107	81,168	99,000	92,000	92,000	92,000
436500	Trash Removal	5,558	5,694	5,600	5,600	5,600	5,600
437100	Building Repairs & Maintenance	113,737	74,756	65,000	70,000	70,000	70,000
437200	Equipment Repairs & Maint.	5,766	532	2,000	2,000	2,000	2,000
437210	Office Equipment Repairs	2,923	3,115	3,500	3,500	3,500	3,500
438320	Equipment & Vehicle Rental	3,782	3,324	-	-	-	-
439200	Training/Staff Development	471	1,057	3,150	3,320	3,320	3,320
439400	Publications & Subscriptions	231	450	350	150	150	150
439953	Merchant Charge	15,341	16,498	15,000	17,000	17,000	17,000
450002	Merchandise for Resale	11,118	12,867	15,000	15,000	15,000	15,000
454000	Program Materials & Supplies	4,267	10,096	7,000	7,000	7,000	7,000
454005	Prog. Supplies - Sports	5	-	-	-	-	-
454015	Health/Safety Requirements	3,968	5,259	7,000	7,000	7,000	7,000
454017	Misc. Other	5,022	9,632	28,900	30,900	30,900	30,900
454095	Drug & Alcohol Testing	666	952	1,000	1,500	1,500	1,500
478101	Accounting Services	17,288	16,947	20,736	20,964	20,964	20,964
478102	Information Services	24,672	20,489	20,146	17,250	17,250	17,250
478104	Public & Government Rel	2,269	2,135	2,212	2,135	2,135	2,135
478105	Records Management	113	82	347	231	231	231
478106	Purchasing Services	3,380	5,528	4,527	4,257	4,257	4,257
478107	Courier Services	825	2,182	2,114	3,254	3,254	3,254
478111	Personnel Administration	11,772	13,029	10,465	11,249	11,249	11,249
478112	County Administration	1,815	1,639	1,702	1,700	1,700	1,700
478117	Mailroom Overhead	120	88	100	175	175	175
Total Requirements		\$ 1,875,227	\$ 1,702,477	\$ 1,949,737	\$ 2,110,975	\$ 2,110,975	\$ 2,110,975
Total Resources		\$ 1,144,704	\$ 1,142,654	\$ 1,148,400	\$ 1,159,000	\$ 1,159,000	\$ 1,159,000

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	\$	7,603
Mileage		<u>1,100</u>
Total Budget Request for Activity	\$	8,703

Publications and Subscriptions (439400)

National Recreation and Park Association membership dues		110
Association of Aquatic Professionals membership dues		<u>40</u>
Total Budget Request for Activity	\$	150

Professional Services (431000)

Inspection	\$	2,600
Equipment		80,000
Controls		2,000
Pool maintenance		14,000
Building maintenance		<u>4,900</u>
Total Budget Request for Activity	\$	103,500

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 2017/2018 Objectives:

- Increase awareness around NCPRD's brand and services with new and existing stakeholders by launching a district-wide umbrella outreach campaign.
- Continue to improve public understanding of NCPRD as a unified district by ensuring brand and messaging consistency across all marketing communications and materials.
- Grow partner and stakeholder relationships by developing a communication strategy for each constituent group.
- Further increase earned media opportunities through collaboration with Tourism and Economic Development departments, Chambers and media partners.
- Increase online engagement by leveraging and improving digital platforms including the NCPRD website, social media, email marketing and digital advertising.

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Personnel Services*	\$ 164,388	\$ 96,667	\$ 235,351	\$ 234,387	\$ 234,387	\$ 234,387
Materials and Services	169,698	112,347	239,447	227,727	227,727	227,727
Allocated Costs	16,910	17,216	18,453	18,197	18,197	18,197
Total Budget	\$ 350,996	\$ 226,230	\$ 493,251	\$ 480,311	\$ 480,311	\$ 480,311
Regular Full-Time FTE	1.26	1.21	1.31	1.44	1.44	1.44
Temporary & Part-Time FTE**	0.80	0.77	1.13	0.68	0.68	0.68
Total Program Staffing	2.06	1.98	2.44	2.12	2.12	2.12

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07706							
360001	Misc. Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Resources	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

General Fund - Marketing and Communications

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07706							
421100	General Office Supplies	\$ 7	\$ 406	\$ 800	\$ 800	\$ 800	\$ 800
421110	Postage	2,547	1,737	5,000	38,000	38,000	38,000
422400	Food	-	-	500	500	500	500
422900	Misc. Department Supplies	833	-	1,216	1,216	1,216	1,216
431000	Professional Services	20,834	5,008	49,000	45,000	45,000	45,000
431900	Contracted Services	164,388	96,667	235,351	234,387	234,387	234,387
432100	Telephone	1,354	2,034	3,200	2,000	2,000	2,000
432400	Advertising	70,136	59,883	100,000	70,000	70,000	70,000
432401	Marketing & Promotion	35,714	11,523	30,000	25,000	25,000	25,000
432402	Community Relations	5,000	-	-	-	-	-
432700	Data Processing	-	-	2,000	-	-	-
433100	Travel & Mileage	953	-	2,500	3,500	3,500	3,500
433110	Mileage Reimbursement	-	-	500	500	500	500
434100	Printing & Duplicating Services	28,767	30,540	38,000	35,000	35,000	35,000
435130	Liability Insurance	1,059	929	1,481	1,691	1,691	1,691
439200	Training/Staff Development	-	238	2,500	500	500	500
439400	Publications & Subscriptions	1,735	50	1,500	2,770	2,770	2,770
454016	Volunteer Expenses	760	-	1,250	1,250	1,250	1,250
478101	Accounting Services	3,137	3,325	3,956	5,035	5,035	5,035
478102	Information Services	7,402	6,830	7,555	5,750	5,750	5,750
478104	Public & Government Rel	2,269	2,135	2,211	2,135	2,135	2,135
478105	Records Management	21	16	66	56	56	56
478106	Purchasing Services	613	1,085	888	1,022	1,022	1,022
478111	Personnel Administration	1,534	2,102	1,979	2,324	2,324	2,324
478112	County Administration	1,814	1,635	1,698	1,700	1,700	1,700
478117	Mailroom Overhead	120	88	100	175	175	175
	Total Requirements	<u>\$ 350,996</u>	<u>\$ 226,230</u>	<u>\$ 493,251</u>	<u>\$ 480,311</u>	<u>\$ 480,311</u>	<u>\$ 480,311</u>
	Total Resources	<u>\$ -</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	\$	500
Oregon Recreation and Park Association Conference - one attending		1,000
National Recreation and Parks Association Conference - one attending		2,500
Mileage		500
Total Budget Request for Activity	\$	4,500

Professional Services (431000)

Drum Creative - website maintenance	\$	6,000
Creative Services (various - design, copy, video, etc.) Cyclops & Anstine		36,500
Immigrant and Refugee Org - English to Spanish translation services		1,000
Purchasing address lists		1,000
Various marketing-related small projects		500
Total Budget Request for Activity	\$	45,000

Publications and Subscriptions (439400)

City-County Communications and Marketing Association Annual membership dues	\$	280
Lynda.com subscription (training for skillsets)		240
Prezi		120
Courier services		1,000
Campaign Monitor (email marketing platform)		360
Travel Portland membership		570
Various magazine subscriptions		200
Total Budget Request for Activity	\$	2,770

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

Discovery Guide	\$	24,000
Marketing collateral		5,000
Signage		6,000
Total Budget Request for Activity	\$	35,000

Advertising (432400)

Digital ads	\$	13,000
Social media ads		5,000
Out-of-home ads		12,000
Print ads		20,000
Radio ads		10,000
Event sponsorships		10,000
Total Budget Request for Activity	\$	70,000

Marketing Promotion (432401)

Events/event materials	\$	8,000
Promotional giveaways		10,000
Various smaller promotional projects		7,000
	\$	25,000

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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 2017/2018 Objectives:

- Complete District Master Plan, Capital Improvement Plan and System Development Charges Methodology Update.
- Develop an Indoor Recreation Facilities Master Plan.
- Execute acquisition of Concord Elementary School and implement community based planning process for the building and open space.
- Execute acquisition of Hidden Falls property including Mount Scott - Scouters Mountain Trail improvements.
- Complete a feasibility study for improvements of Justice Park located in unincorporated Clackamas County (Zone 3).

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Personnel Services*	\$ 367,036	\$ 203,125	\$ 306,795	\$ 320,958	\$ 320,958	\$ 320,958
Materials and Services	84,083	27,219	89,533	222,232	222,232	222,232
Allocated Costs	15,479	19,080	17,920	17,870	17,870	17,870
Total Budget	\$ 466,598	\$ 249,425	\$ 414,248	\$ 561,060	\$ 561,060	\$ 561,060
Regular Full-Time FTE	1.74	1.80	1.84	2.20	2.20	2.20
Temporary & Part-Time FTE**	0.80	0.70	0.61	0.50	0.50	0.50
Total Program Staffing	2.54	2.50	2.45	2.70	2.70	2.70

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07715							
360001	Misc. Revenue	\$ -	\$ 900	\$ -	\$ -	\$ -	\$ -
390280	I/F Transfer From Fund 280	183,803	-	-	-	-	-
390281	I/F Transfer From Fund 281	-	-	-	55,315	55,315	55,315
390282	I/F Transfer From Fund 282	-	-	-	30,499	30,499	30,499
390283	I/F Transfer From Fund 283	-	1,571	115,442	57,583	57,583	57,583
Total Resources		\$ 183,803	\$ 2,471	\$ 115,442	\$ 143,397	\$ 143,397	\$ 143,397

General Fund - Planning

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07715							
421100	General Office Supplies	\$ 55	\$ 54	\$ 300	\$ 300	\$ 300	\$ 300
421110	Postage	-	-	350	350	350	350
422400	Food	82	41	300	300	300	300
422900	Misc. Department Supplies	233	-	350	350	350	350
431000	Professional Services	77,025	22,109	75,000	195,000	195,000	195,000
431480	Hearing/Meeting Expense	-	20	350	1,500	1,500	1,500
431900	Contracted Services	367,036	203,125	306,795	320,958	320,958	320,958
432100	Telephone	2,069	1,582	1,610	1,200	1,200	1,200
432700	Data Processing	-	-	1,200	3,550	3,550	3,550
433100	Travel & Per Diem	2,703	1,249	2,650	2,600	2,600	2,600
433110	Mileage Reimbursement	-	238	2,250	2,250	2,250	2,250
434100	Printing & Duplicating Services	5	-	1,000	1,000	1,000	1,000
435130	Liability Insurance	1,059	929	2,363	2,182	2,182	2,182
439200	Training/Staff Development	469	610	1,450	1,650	1,650	1,650
439400	Publications & Subscriptions	383	388	360	10,000	10,000	10,000
478101	Accounting Services	3,690	5,611	4,240	4,185	4,185	4,185
478102	Information Services	4,934	4,553	5,037	5,750	5,750	5,750
478104	Public & Government Rel	2,269	2,135	2,211	2,135	2,135	2,135
478105	Records Management	24	27	71	46	46	46
478106	Purchasing Services	722	1,831	1,499	850	850	850
478111	Personnel Administration	1,906	3,200	3,064	3,029	3,029	3,029
478112	County Administration	1,814	1,635	1,698	1,700	1,700	1,700
478117	Mailroom Overhead	120	88	100	175	175	175
Total Requirements		\$ 466,598	\$ 249,425	\$ 414,248	\$ 561,060	\$ 561,060	\$ 561,060
Total Resources		\$ 183,803	\$ 2,471	\$ 115,442	\$ 143,397	\$ 143,397	\$ 143,397

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 - one attending	\$	1,350
National Recreation and Park Association Conference - one attending		2,350
Local Urban Land Institute Event - two attending		100
Geographic Information Systems Training - one attending		450
Mileage		2,250
Total Budget Request for Activity	\$	6,500

Professional Services (431000)

Contract for surveying, engineering, legal descriptions, cost estimating	\$	30,000
Contract for mapping services		20,000
Analysis/assessment of potential non-SDC funded projects		125,000
NCPRD Staff Co-Location Analysis		20,000
Total Budget Request for Activity	\$	195,000

Publications and Subscriptions (439400)

Intertwine Alliance Foundation	\$	10,000
Total Budget Request for Activity	\$	10,000

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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 2017/2018 Objectives:

- Maintain natural areas within NCPRD sites and complete enhancement projects with partners.
- Implement a Capital Repair/Replace project at Minthorn North Natural Area.
- Continue work with Water Environmental Services Clackamas County Service District #1 to implement partnership efforts at Oak Bluff, Rose Creek, Three Creeks, and the Clackamas River Greenway.
- Partner with Oak Lodge Sanitary District (now Oak Lodge Water Services) to continue efforts at the Boardman Wetlands Natural Area project.
- Complete feasibility analysis and conceptual plan for the North Clackamas River Trail project.
- Continue work in partnership with the City of Milwaukie on the Robert Kronberg Natural Area Project.

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Personnel Services*	\$ 258,618	\$ 234,643	\$ 309,063	\$ 360,257	\$ 360,257	\$ 360,257
Materials and Services	44,509	55,003	107,669	107,427	107,427	107,427
Allocated Costs	18,297	20,172	24,726	24,325	24,325	24,325
Total Budget	\$ 321,425	\$ 309,818	\$ 441,458	\$ 492,009	\$ 492,009	\$ 492,009
Regular Full-Time FTE	2.22	2.21	2.31	3.20	3.20	3.20
Temporary & Part-Time FTE**	1.80	1.50	1.50	0.50	0.50	0.50
Total Program Staffing	4.02	3.71	3.81	3.70	3.70	3.70

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07716							
333001	Local & Other Gov Grants	\$ 67,586	\$ 52,853	\$ 68,000	\$ 73,000	\$ 73,000	\$ 73,000
360001	Misc. Revenue	10	-	-	-	-	-
390280	I/F Transfer From Fund 280	17,536	-	-	-	-	-
390281	I/F Transfer From Fund 281	-	27,673	-	10,000	10,000	10,000
390282	I/F Transfer From Fund 282	-	-	-	31,000	31,000	31,000
390283	I/F Transfer From Fund 283	-	1,557	21,744	12,642	12,642	12,642
Total Resources		\$ 85,132	\$ 82,083	\$ 89,744	\$ 126,642	\$ 126,642	\$ 126,642

General Fund - Natural Resources

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 113 5400 07716							
421100	General Office Supplies	\$ 307	\$ 412	\$ 800	\$ 800	\$ 800	\$ 800
422400	Food	307	937	1,000	1,000	1,000	1,000
422720	Uniform/Clothing Expense	242	766	1,000	1,000	1,000	1,000
422930	Technical Supplies	10,338	9,882	21,650	21,650	21,650	21,650
424423	Contracted Maintenance	-	85	-	-	-	-
424711	Sign Materials	675	468	2,000	2,000	2,000	2,000
425100	Small Tools & Minor Equip.	685	-	1,000	1,000	1,000	1,000
431000	Professional Services	2,593	-	14,500	14,500	14,500	14,500
431450	Licenses & Permits	450	274	250	250	250	250
431900	Contracted Services	258,618	234,643	309,063	360,257	360,257	360,257
431920	Program Contracts	15,398	15,320	21,875	21,875	21,875	21,875
432100	Telephone	3,374	1,963	3,200	3,200	3,200	3,200
432700	Data Processing	-	950	2,100	2,250	2,250	2,250
433100	Travel & Mileage	1,974	63	550	550	550	550
433110	Mileage Reimbursement	-	673	1,450	1,450	1,450	1,450
435130	Liability Insurance	1,621	2,411	3,052	2,099	2,099	2,099
436310	Natural Gas	2,176	-	-	-	-	-
436500	Trash Removal	38	133	1,200	1,200	1,200	1,200
437200	Equipment Repairs & Maint.	1,198	493	2,000	2,000	2,000	2,000
437210	Office Equipment Repairs	63	-	500	500	500	500
438190	Misc. Rent	-	15,347	20,672	21,233	21,233	21,233
438320	Equipment & Vehicle Rental	-	1,915	4,300	4,300	4,300	4,300
439200	Training/Staff Development	1,259	2,285	2,180	2,180	2,180	2,180
439400	Publications & Subscriptions	1,701	628	1,890	1,890	1,890	1,890
454013	Safety Equipment Materials	110	-	500	500	500	500
478101	Accounting Services	3,326	3,166	4,367	4,747	4,747	4,747
478102	Information Services	7,402	9,106	12,591	11,500	11,500	11,500
478104	Public & Government Rel	2,269	2,135	2,211	2,135	2,135	2,135
478105	Records Management	22	15	73	52	52	52
478106	Purchasing Services	650	1,033	846	964	964	964
478111	Personnel Administration	2,694	2,994	2,840	3,052	3,052	3,052
478112	County Administration	1,814	1,635	1,698	1,700	1,700	1,700
478117	Mailroom Overhead	120	88	100	175	175	175
Total Requirements		\$ 321,425	\$ 309,818	\$ 441,458	\$ 492,009	\$ 492,009	\$ 492,009
Total Resources		\$ 85,132	\$ 82,083	\$ 89,744	\$ 126,642	\$ 126,642	\$ 126,642

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
Hazard tree mitigation		5,375
OFWF monitoring		5,000
Chemical toilet rental		500
Water Environmental Service 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 2017/2018 Objectives:

- Continue serving all area seniors who need nutritional assistance with high quality nutritious meals.
- Increase March for Meals fundraising goal by \$5,000 by engaging more community partners.
- Partner with the Friends of the Milwaukie Center on two of their special events.

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Personnel Services*	\$ 368,911	\$ 329,062	\$ 377,278	\$ 376,865	\$ 376,865	\$ 376,865
Materials and Services	120,256	130,285	130,247	129,588	129,588	129,588
Allocated Costs	16,399	16,188	19,212	20,552	20,552	20,552
Special Payments	-	-	5,000	5,000	5,000	5,000
Interfund Transfer	216,601	19,250	9,602	10,000	10,000	10,000
Contingency	-	-	206,673	135,346	135,346	135,346
Total Budget	\$ 722,167	\$ 494,785	\$ 748,012	\$ 677,351	\$ 677,351	\$ 677,351
Regular Full-Time FTE	3.52	3.24	3.45	3.12	3.12	3.12
Temporary & Part-Time FTE**	1.40	1.13	1.27	1.25	1.25	1.25
Total Program Staffing	4.92	4.37	4.72	4.37	4.37	4.37

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 270 5405 07707							
302001	Beginning Fund Balance	\$ 609,719	\$ 352,593	\$ 327,447	\$ 213,443	\$ 213,443	\$ 213,443
333001	Local & Other Gov Grants	64,265	68,590	62,000	60,000	60,000	60,000
347427	Contract w/Clack Cty Soc Svcs	196,475	174,930	162,000	162,000	162,000	162,000
347429	Fundraising	76,532	80,624	62,000	62,000	62,000	62,000
361000	Interest Earned	2,062	2,276	800	1,000	1,000	1,000
362000	Advertising Revenue	3,750	500	8,250	6,000	6,000	6,000
367000	Contributions & Donations	4,818	9,422	5,000	5,000	5,000	5,000
367009	Friends of Milwaukie Center	5,000	5,030	5,000	5,000	5,000	5,000
367050	Congregate Donations	12,939	14,680	11,000	12,000	12,000	12,000
367055	Home Delivery Donations	50,985	48,549	45,000	45,000	45,000	45,000
390113	I/F Transfer From Fund 113	100,000	100,000	100,000	150,000	150,000	150,000
Total Resources		\$ 1,126,545	\$ 857,193	\$ 788,497	\$ 721,443	\$ 721,443	\$ 721,443

Nutrition and Transportation Fund - Nutrition
Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 270 5405 07707							
421110	Postage	\$ 13	\$ 18	\$ 50	\$ -	\$ -	\$ -
422200	Janitorial Supplies	120	-	-	-	-	-
422400	Food	88,249	84,210	87,550	88,425	88,425	88,425
422403	Serving Supplies	15,434	19,112	15,500	15,700	15,700	15,700
425100	Small Tools & Minor Equip.	2,035	8,942	7,000	7,000	7,000	7,000
431900	Contracted Services	368,911	329,062	377,278	376,865	376,865	376,865
432100	Telephone	1,106	1,003	800	800	800	800
432700	Data Processing	-	1,355	-	-	-	-
433110	Mileage Reimbursement	-	-	100	100	100	100
434100	Printing & Duplicating Services	-	886	500	500	500	500
435130	Liability Insurance	2,050	2,395	5,547	3,863	3,863	3,863
437211	Office Equipment - Furniture	-	40	-	-	-	-
439200	Training/Staff Development	37	35	200	200	200	200
454016	Volunteer Expenses	-	2,243	1,000	1,000	1,000	1,000
454018	Fundraising Expenses	11,213	10,046	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	16,601	19,250	9,602	10,000	10,000	10,000
470481	I/F Transfer To Fund 481	200,000	-	-	-	-	-
478101	Accounting Services	4,831	4,453	5,473	5,821	5,821	5,821
478102	Information Services	2,467	2,277	5,037	5,750	5,750	5,750
478104	Public & Government Rel	2,269	2,135	2,211	2,135	2,135	2,135
478105	Records Management	32	22	91	64	64	64
478106	Purchasing Services	945	1,453	1,190	1,182	1,182	1,182
478111	Personnel Administration	3,921	4,125	3,412	3,725	3,725	3,725
478112	County Administration	1,814	1,635	1,698	1,700	1,700	1,700
478117	Mailroom Overhead	120	88	100	175	175	175
499001	Contingency	-	-	206,673	135,346	135,346	135,346
Total Requirements		\$ 722,167	\$ 494,785	\$ 748,012	\$ 677,351	\$ 677,351	\$ 677,351
Total Resources		\$ 1,126,545	\$ 857,193	\$ 788,497	\$ 721,443	\$ 721,443	\$ 721,443

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 2017/2018 Objectives:

- Create partnership between Travel Program and Collette Travel to produce a new revenue stream without driving more trips.
- Increase fundraising by obtaining another bus ad sponsor.
- Diversify grocery trip offerings.

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Personnel Services*	\$ 137,226	\$ 104,179	\$ 120,112	\$ 129,318	\$ 129,318	\$ 129,318
Materials and Services	39,923	29,507	41,742	31,549	31,549	31,549
Allocated Costs	10,240	10,452	10,310	10,320	10,320	10,320
Interfund Transfer	4,680	5,420	216	300	300	300
Total Budget	\$ 192,069	\$ 149,558	\$ 172,380	\$ 171,487	\$ 171,487	\$ 171,487
Regular Full-Time FTE	0.64	0.54	0.34	0.32	0.32	0.32
Temporary & Part-Time FTE**	1.90	1.56	1.56	1.71	1.71	1.71
Total Program Staffing	2.54	2.10	1.90	2.03	2.03	2.03

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 270 5405 07708							
343160	Contract with Clack Cty Social	\$ 61,979	\$ 63,608	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
347425	Travel Program Revenue	19,601	12,182	10,000	9,000	9,000	9,000
347427	Contract w/Clack Cty Soc Svcs	14,856	16,312	29,895	29,895	29,895	29,895
347429	Fundraising	14,317	12,257	12,000	10,000	10,000	10,000
347450	Grant	15,110	5,615	10,500	10,000	10,000	10,000
367002	Van Fees	9,420	9,093	9,000	8,000	8,000	8,000
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		<u>\$ 140,283</u>	<u>\$ 124,067</u>	<u>\$ 131,895</u>	<u>\$ 127,395</u>	<u>\$ 127,395</u>	<u>\$ 127,395</u>

Nutrition and Transportation Fund - Transportation

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 270 5405 07708							
424600	Motor Vehicle Materials & Supp.	\$ 13,314	\$ 8,929	\$ 12,000	\$ 11,000	\$ 11,000	\$ 11,000
431450	Licenses & Permits	378	483	400	400	400	400
431900	Contracted Services	137,226	104,179	120,112	129,318	129,318	129,318
431910	Other Contracts	9,377	2,221	7,000	4,000	4,000	4,000
431920	Program Contracts	-	32	-	-	-	-
432100	Telephone	834	769	1,200	1,200	1,200	1,200
432700	Data Processing	-	892	-	-	-	-
434100	Printing & Duplicating Services	-	59	200	200	200	200
435130	Liability Insurance	2,936	3,241	5,942	2,599	2,599	2,599
437200	Equipment Repairs & Maint.	10,646	9,384	13,000	11,000	11,000	11,000
439200	Training/Staff Development	614	611	500	650	650	650
454018	Fundraising Expenses	1,825	2,885	1,500	500	500	500
470113	I/F Transfer To Fund 113	4,680	5,420	216	300	300	300
478101	Accounting Services	1,807	1,889	1,990	1,853	1,853	1,853
478102	Information Services	2,467	2,277	2,518	2,875	2,875	2,875
478104	Public & Government Rel	2,269	2,135	2,211	2,135	2,135	2,135
478105	Records Management	12	9	33	20	20	20
478106	Purchasing Services	353	617	505	376	376	376
478111	Personnel Administration	1,399	1,802	1,255	1,186	1,186	1,186
478112	County Administration	1,814	1,635	1,698	1,700	1,700	1,700
478117	Mailroom Overhead	119	88	100	175	175	175
Total Requirements		<u>\$ 192,069</u>	<u>\$ 149,558</u>	<u>\$ 172,380</u>	<u>\$ 171,487</u>	<u>\$ 171,487</u>	<u>\$ 171,487</u>
Total Resources		<u>\$ 140,283</u>	<u>\$ 124,067</u>	<u>\$ 131,895</u>	<u>\$ 127,395</u>	<u>\$ 127,395</u>	<u>\$ 127,395</u>

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

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)

Driver medical checks and required DOT drug screenings	\$	650
Total Budget Request for Activity	\$	650

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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 2014/2015.

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Interfund Transfer	\$ 2,684,209	\$ -	\$ -	\$ -	\$ -	\$ -
Total Budget	<u>\$ 2,684,209</u>	<u>\$ -</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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 280 5450							
301284	Happy Valley SDCs - Prior Year	\$ 479,693	\$ -	\$ -	\$ -	\$ -	\$ -
302001	Beginning Fund Balance	1,609,068	-	-	-	-	-
322281	Park SDC Zone 1 Milwaukie	12,355	-	-	-	-	-
322282	Park SDC Zone 2	132,134	-	-	-	-	-
322283	Park SDC Zone 3	51,378	-	-	-	-	-
322284	Park SDC Zone 3 Happy Valley	385,164	-	-	-	-	-
322285	Park SDC Zone 3A Sunnyside	3,215	-	-	-	-	-
360001	Misc Revenue	616	-	-	-	-	-
361000	Interest Earned	7,050	-	-	-	-	-
361100	Interest on Contracts	3,536	-	-	-	-	-
Total Resources		\$ 2,684,209	\$ -	\$ -	\$ -	\$ -	\$ -

System Development Charges - District-wide Fund
Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 280 5450							
470113	I/F Transfer To Fund 113	\$ 251,854	\$ -	\$ -	\$ -	\$ -	\$ -
470283	I/F Transfer To Fund 283	1,865,355	-	-	-	-	-
470383	I/F Transfer To Fund 383	567,000	-	-	-	-	-
Total Requirements		\$ 2,684,209	\$ -	\$ -	\$ -	\$ -	\$ -
Total Resources		\$ 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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Materials and Services	\$ -	\$ 3,754	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Interfund Transfer	13,470	213,364	213,965	299,633	299,633	299,633
Capital Outlay	-	-	1,388,682	1,027,770	1,027,770	1,027,770
Total Budget	<u>\$ 13,470</u>	<u>\$ 217,118</u>	<u>\$ 1,622,647</u>	<u>\$ 1,347,403</u>	<u>\$ 1,347,403</u>	<u>\$ 1,347,403</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 1

Resources

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 281 5451							
302001	Beginning Fund Balance	\$ 8,123	\$ 780,976	\$ 1,106,147	\$ 1,249,743	\$ 1,249,743	\$ 1,249,743
322281	Park SDC Zone 1 Milwaukie	11,435	24,800	9,000	10,000	10,000	10,000
322286	Park SDC Zone 1 UGMA	774,168	633,498	496,000	66,660	66,660	66,660
342110	Administrative Fee	-	12,929	10,000	10,000	10,000	10,000
361000	Interest Earned	720	5,623	1,500	11,000	11,000	11,000
390480	I/F Transfer From 480	-	22,852	-	-	-	-
Total Resources		\$ 794,446	\$ 1,480,677	\$ 1,622,647	\$ 1,347,403	\$ 1,347,403	\$ 1,347,403

System Development Charges Fund - Zone 1

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 281 5451							
431620	Administration Fees	\$ -	\$ 3,754	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
470113	I/F Transfer To Fund 113	-	28,995	22,469	80,315	80,315	80,315
470383	I/F Transfer To Fund 383	-	151,946	160,000	94,000	94,000	94,000
470480	I/F Transfer To Fund 480	13,470	32,423	31,496	125,318	125,318	125,318
485620	Future Capital Projects	-	-	1,388,682	1,027,770	1,027,770	1,027,770
Total Requirements		\$ 13,470	\$ 217,118	\$ 1,622,647	\$ 1,347,403	\$ 1,347,403	\$ 1,347,403
Total Resources		\$ 794,446	\$ 1,480,677	\$ 1,622,647	\$ 1,347,403	\$ 1,347,403	\$ 1,347,403

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Materials and Services	\$ -	\$ 2,125	\$ 4,000	\$ 6,000	\$ 6,000	\$ 6,000
Interfund Transfer	-	67,129	869,429	190,168	190,168	190,168
Capital Outlay	-	-	94,383	1,393,296	1,393,296	1,393,296
Total Budget	\$ -	\$ 69,253	\$ 967,812	\$ 1,589,464	\$ 1,589,464	\$ 1,589,464

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 282 5452							
302001	Beginning Fund Balance	\$ 166,481	\$ 361,538	\$ 863,812	\$ 1,340,195	\$ 1,340,195	\$ 1,340,195
322282	Park SDC Zone 2	194,121	263,002	100,000	239,069	239,069	239,069
342110	Administrative Fee	-	5,204	2,000	4,000	4,000	4,000
361000	Interest Earned	936	5,232	2,000	6,000	6,000	6,000
361100	Interest on Contracts	-	3,213	-	200	200	200
390480	I/F Transfer From Fund 480	-	578,472	-	-	-	-
Total Resources		<u>\$ 361,538</u>	<u>\$ 1,216,661</u>	<u>\$ 967,812</u>	<u>\$ 1,589,464</u>	<u>\$ 1,589,464</u>	<u>\$ 1,589,464</u>

System Development Charges Fund - Zone 2

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 282 5452							
431620	Administration Fees	\$ -	\$ 2,125	\$ 4,000	\$ 6,000	\$ 6,000	\$ 6,000
470113	I/F Transfer To Fund 113	-	-	17,445	81,499	81,499	81,499
470383	I/F Transfer To Fund 383	-	62,125	70,000	38,000	38,000	38,000
470480	I/F Transfer To Fund 480	-	5,004	781,984	70,669	70,669	70,669
485620	Future Capital Projects	-	-	94,383	1,393,296	1,393,296	1,393,296
Total Requirements		<u>\$ -</u>	<u>\$ 69,253</u>	<u>\$ 967,812</u>	<u>\$ 1,589,464</u>	<u>\$ 1,589,464</u>	<u>\$ 1,589,464</u>
Total Resources		<u>\$ 361,538</u>	<u>\$ 1,216,661</u>	<u>\$ 967,812</u>	<u>\$ 1,589,464</u>	<u>\$ 1,589,464</u>	<u>\$ 1,589,464</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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Materials and Services	\$ -	\$ 1,271	\$ 7,900	\$ 12,000	\$ 12,000	\$ 12,000
Interfund Transfer	-	374,693	5,813,348	6,833,097	6,833,097	6,833,097
Capital Outlay	-	-	4,557,225	7,304,438	7,304,438	7,304,438
Total Budget	\$ -	\$ 375,965	\$ 10,378,473	\$ 14,149,535	\$ 14,149,535	\$ 14,149,535

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 283 5453							
301284	Happy Valley SDCs Prior Year	\$ 408,628	\$ -	\$ -	\$ -	\$ -	\$ -
302001	Beginning Fund Balance	1,437,851	6,285,193	8,446,057	11,369,621	11,369,621	11,369,621
322283	Park SDC Zone 3	75,961	246,189	103,275	101,000	101,000	101,000
322284	Park SDC Zone 3 Happy Valley	1,252,822	2,723,725	1,800,000	2,613,414	2,613,414	2,613,414
322285	Park SDC Zone 3A Sunnyside	77,314	152,493	10,854	-	-	-
342110	Administrative Fee	-	4,082	2,187	3,500	3,500	3,500
360001	Misc. Revenue	526	-	-	-	-	-
361000	Interest Earned	9,096	41,340	16,000	51,000	51,000	51,000
361100	Interest On Contracts	555	1,877	100	11,000	11,000	11,000
390280	I/F Transfer From Fund 280	1,865,355	-	-	-	-	-
390480	I/F Transfer From Fund 480	1,157,086	684,346	-	-	-	-
Total Resources		\$ 6,285,193	\$ 10,139,244	\$ 10,378,473	\$ 14,149,535	\$ 14,149,535	\$ 14,149,535

System Development Charges Fund - Zone 3

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 283 5453							
431620	Administration Fees	\$ -	\$ 1,271	\$ 7,900	\$ 12,000	\$ 12,000	\$ 12,000
470113	I/F Transfer To Fund 113	-	5,939	168,301	150,560	150,560	150,560
470383	I/F Transfer To Fund 383	-	351,486	400,000	434,656	434,656	434,656
470480	I/F Transfer To Fund 480	-	17,269	5,245,047	6,247,881	6,247,881	6,247,881
485620	Future Capital Projects	-	-	4,557,225	7,304,438	7,304,438	7,304,438
Total Requirements		\$ -	\$ 375,965	\$ 10,378,473	\$ 14,149,535	\$ 14,149,535	\$ 14,149,535
Total Resources		\$ 6,285,193	\$ 10,139,244	\$ 10,378,473	\$ 14,149,535	\$ 14,149,535	\$ 14,149,535

**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 113.

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Trustee Fees	\$ 350	\$ 350	\$ 15,500	\$ 20,500	\$ 20,500	\$ 20,500
Bond Principal	340,000	350,000	355,000	370,000	370,000	370,000
Bond Defeasance	-	-	3,962,338	3,592,614	3,592,614	3,592,614
Bond Interest	154,800	146,300	136,700	126,100	126,100	126,100
Total Budget	<u>\$ 495,150</u>	<u>\$ 496,650</u>	<u>\$ 4,469,538</u>	<u>\$ 4,109,214</u>	<u>\$ 4,109,214</u>	<u>\$ 4,109,214</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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 382 5432							
302001	Beginning Fund Balance	\$ 99,285	\$ 104,528	\$ 108,187	\$ 1,623,984	\$ 1,623,984	\$ 1,623,984
341842	Revenue From CCDA	-	1,500,000	1,500,000	-	-	-
361000	Interest Earned	393	2,531	309	200	200	200
381100	Land Sale Proceeds	-	-	-	1,980,030	1,980,030	1,980,030
390113	I/F Transfer From Fund 113	500,000	496,300	500,000	500,000	500,000	500,000
390481	I/F Transfer From Fund 481	-	-	2,361,042	5,000	5,000	5,000
Total Resources		<u>\$ 599,678</u>	<u>\$ 2,103,359</u>	<u>\$ 4,469,538</u>	<u>\$ 4,109,214</u>	<u>\$ 4,109,214</u>	<u>\$ 4,109,214</u>

Debt Service Fund - 2010 Issue

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 382 5432							
431610	Trustee Fees	\$ 350	\$ 350	\$ 15,500	\$ 20,500	\$ 20,500	\$ 20,500
461000	Bond Principal	340,000	350,000	355,000	370,000	370,000	370,000
461100	Bond Defeasance	-	-	3,962,338	3,592,614	3,592,614	3,592,614
462000	Bond Interest	154,800	146,300	136,700	126,100	126,100	126,100
Total Requirements		<u>\$ 495,150</u>	<u>\$ 496,650</u>	<u>\$ 4,469,538</u>	<u>\$ 4,109,214</u>	<u>\$ 4,109,214</u>	<u>\$ 4,109,214</u>
Total Resources		<u>\$ 599,678</u>	<u>\$ 2,103,359</u>	<u>\$ 4,469,538</u>	<u>\$ 4,109,214</u>	<u>\$ 4,109,214</u>	<u>\$ 4,109,214</u>

**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 113.

Budget Summary	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Trustee Fees	\$ 350	\$ 350	\$ 500	\$ 12,500	\$ 12,500	\$ 12,500
Bond Principal	345,000	355,000	365,000	380,000	380,000	380,000
Bond Defeasance	-	-	-	5,247,903	5,247,903	5,247,903
Bond Interest	221,581	210,206	210,000	186,306	186,306	186,306
Reserve for Future Expenditure	-	-	159,443	-	-	-
Total Budget	\$ 566,931	\$ 565,556	\$ 734,943	\$ 5,826,709	\$ 5,826,709	\$ 5,826,709

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 383 5433							
302001	Beginning Fund Balance	\$ 108,503	\$ 108,956	\$ 104,643	\$ 110,436	\$ 110,436	\$ 110,436
361000	Interest Earned	384	849	300	200	200	200
381100	Land Sale Proceeds	-	-	-	5,149,417	5,149,417	5,149,417
390280	I/F Transfer From Fund 280	567,000	-	-	-	-	-
390281	I/F Transfer From Fund 281	-	151,946	160,000	94,000	94,000	94,000
390282	I/F Transfer From Fund 282	-	62,125	70,000	38,000	38,000	38,000
390283	I/F Transfer From Fund 283	-	351,486	400,000	434,656	434,656	434,656
Total Resources		<u>\$ 675,887</u>	<u>\$ 675,362</u>	<u>\$ 734,943</u>	<u>\$ 5,826,709</u>	<u>\$ 5,826,709</u>	<u>\$ 5,826,709</u>

Debt Service Fund - 2008 Issue

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 383 5433							
431610	Trustee Fees	\$ 350	\$ 350	\$ 500	\$ 12,500	\$ 12,500	\$ 12,500
461000	Bond Principal	345,000	355,000	365,000	380,000	380,000	380,000
461100	Bond Defeasance	-	-	-	5,247,903	5,247,903	5,247,903
462000	Bond Interest	221,581	210,206	210,000	186,306	186,306	186,306
490001	Reserve for Future Exp.	-	-	159,443	-	-	-
Total Requirements		<u>\$ 566,931</u>	<u>\$ 565,556</u>	<u>\$ 734,943</u>	<u>\$ 5,826,709</u>	<u>\$ 5,826,709</u>	<u>\$ 5,826,709</u>
Total Resources		<u>\$ 675,887</u>	<u>\$ 675,362</u>	<u>\$ 734,943</u>	<u>\$ 5,826,709</u>	<u>\$ 5,826,709</u>	<u>\$ 5,826,709</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 2017/2018

- 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 North Clackamas River Trail.
- Plan, design and acquisition of two Happy Valley Neighborhood Parks.
- Develop Justice Park Neighborhood Park.
- 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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Materials and Services	\$ 32,381	\$ 19,757	\$ -	\$ -	\$ -	\$ -
Capital Outlay	329,771	334,686	10,872,000	9,773,385	9,703,385	9,703,385
Interfund Transfer	1,157,086	1,285,669	-	-	-	-
Total Budget	\$ 1,519,238	\$ 1,640,113	\$ 10,872,000	\$ 9,773,385	\$ 9,703,385	\$ 9,703,385

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Resource Summary						
Fund Balance	\$ 2,666,554	\$ 1,785,343	\$ 514,560	\$ 514,560	\$ 514,560	\$ 514,560
Program 00	514,560	-	-	70,000	70,000	70,000
District-wide	56,905	2,204	-	-	-	-
Zone 1 Milwaukie	36,041	218,688	1,517,640	865,957	865,957	865,957
Zone 1 UGMA	-	29,601	39,105	523,498	523,498	523,498
Zone 2 UGMA	602	34,299	2,016,470	565,669	565,669	565,669
Zone 3 UGMA	29,920	2,998	46,435	395,243	395,243	395,243
Zone 3 Happy Valley	-	28,124	6,733,725	6,835,259	6,835,259	6,835,259
Zone 3A Sunnyside Village	-	40,308	4,065	3,199	3,199	3,199
Total Resources	\$ 3,304,582	\$ 2,141,565	\$ 10,872,000	\$ 9,773,385	\$ 9,773,385	\$ 9,773,385
Requirements Summary						
Program 00	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ 70,000
District-wide	67,968	-	-	-	-	-
Zone 1 Milwaukie	116,051	143,736	2,032,200	1,380,517	1,380,517	1,380,517
Zone 1 UGMA	-	146,941	39,105	523,498	523,498	523,498
Zone 2 UGMA	4,080	583,475	2,016,470	565,669	565,669	565,669
Zone 3 UGMA	1,331,139	428,792	46,435	395,243	395,243	395,243
Zone 3 Happy Valley	-	286,676	6,733,725	6,835,259	6,835,259	6,835,259
Zone 3A Sunnyside Village	-	50,493	4,065	3,199	3,199	3,199
Total Requirements	\$ 1,519,238	\$ 1,640,113	\$ 10,872,000	\$ 9,773,385	\$ 9,773,385	\$ 9,773,385

Capital Projects Fund - Cost Center

Resources

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 00							
302001	Beginning Fund Balance	\$ -	\$ 515,533	\$ -	\$ -	\$ -	\$ -
333001	Local & Other Gov Grants	514,560	-	-	-	-	-
361000	Interest Earned	-	2,204	-	-	-	-
390113	I/F Transfer from Fund 113	-	-	-	70,000	70,000	70,000
	Total Resources	<u>\$ 514,560</u>	<u>\$ 517,737</u>	<u>\$ -</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>

Capital Projects Fund - Cost Center

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 00							
481160	Planning	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ 70,000
	Total Requirements	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>

Capital Projects Fund - District-wide

Resources

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07709							
302001	Beginning Fund Balance	\$ 2,666,554	\$ -	\$ -	\$ -	\$ -	\$ -
333001	Local & Other Gov Grants	55,932	-	-	-	-	-
361000	Interest Earned	973	-	-	-	-	-
	Total Resources	<u>\$ 2,723,459</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Capital Projects Fund - District-wide

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07709							
432700	Data Processing	\$ 161	\$ -	\$ -	\$ -	\$ -	\$ -
481160	Planning	61	-	-	-	-	-
481180	Design	714	-	-	-	-	-
481200	Construction	67,032	-	-	-	-	-
	Total Requirements	<u>\$ 67,968</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	Total Resources	<u>\$ 2,723,459</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Capital Projects Fund - Zone 1 Milwaukie

Resources

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07710							
302001	Beginning Fund Balance	\$ -	\$ 22,852	\$ 514,560	\$ 514,560	\$ 514,560	\$ 514,560
331001	Federal Revenue	-	30,000	-	785,440	785,440	785,440
332001	State Revenue	-	45,000	-	-	-	-
333001	Local & Other Gov Grants	-	106,963	1,035,440	-	-	-
361000	Interest Earned	48	-	-	-	-	-
361001	Misc Revenue	-	-	250,000	-	-	-
390113	I/F Transfer From Fund 113	22,523	10,737	221,560	60,000	60,000	60,000
390281	I/F Transfer From Fund 281	13,470	2,822	10,640	20,517	20,517	20,517
390481	I/F Transfer From Fund 481	-	23,166	-	-	-	-
Total Resources		<u>\$ 36,041</u>	<u>\$ 241,540</u>	<u>\$ 2,032,200</u>	<u>\$ 1,380,517</u>	<u>\$ 1,380,517</u>	<u>\$ 1,380,517</u>

Capital Projects Fund - Zone 1 Milwaukie

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07710							
432700	Data Processing	\$ 65	\$ -	\$ -	\$ -	\$ -	\$ -
431620	Administrative Fees	15,483	-	-	-	-	-
470281	I/F Transfer To Fund 281	-	22,852	-	-	-	-
481160	Planning	78,594	64	6,200	10,517	10,517	10,517
481180	Design	20,827	15,083	78,677	20,000	20,000	20,000
481200	Construction	1,082	105,737	747,323	150,000	150,000	150,000
485100	Land	-	-	1,200,000	1,200,000	1,200,000	1,200,000
Total Requirements		<u>\$ 116,051</u>	<u>\$ 143,736</u>	<u>\$ 2,032,200</u>	<u>\$ 1,380,517</u>	<u>\$ 1,380,517</u>	<u>\$ 1,380,517</u>
Total Resources		<u>\$ 36,041</u>	<u>\$ 241,540</u>	<u>\$ 2,032,200</u>	<u>\$ 1,380,517</u>	<u>\$ 1,380,517</u>	<u>\$ 1,380,517</u>

Capital Projects Fund - Zone 1 UGMA

Resources

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07718							
302001	Beginning Fund Balance	\$ -	\$ (15,860)	\$ -	\$ -	\$ -	\$ -
333001	Local & Other Gov Grants	-	-	-	250,000	250,000	250,000
381100	Land Sale Proceeds	-	-	-	10,000	10,000	10,000
390113	I/F Transfer From Fund 113	-	-	18,249	158,697	158,697	158,697
390281	I/F Transfer From Fund 281	-	29,601	20,856	104,801	104,801	104,801
Total Resources		<u>\$ -</u>	<u>\$ 13,741</u>	<u>\$ 39,105</u>	<u>\$ 523,498</u>	<u>\$ 523,498</u>	<u>\$ 523,498</u>

Capital Projects Fund - Zone 1 UGMA

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07718							
431000	Professional Services	\$ -	\$ 11,647	\$ -	\$ -	\$ -	\$ -
481160	Planning	-	2,094	39,105	13,498	13,498	13,498
481180	Design	-	-	-	63,677	63,677	63,677
481200	Construction	-	133,200	-	446,323	446,323	446,323
Total Requirements		<u>\$ -</u>	<u>\$ 146,941</u>	<u>\$ 39,105</u>	<u>\$ 523,498</u>	<u>\$ 523,498</u>	<u>\$ 523,498</u>
Total Resources		<u>\$ -</u>	<u>\$ 13,741</u>	<u>\$ 39,105</u>	<u>\$ 523,498</u>	<u>\$ 523,498</u>	<u>\$ 523,498</u>

Capital Projects Fund - Zone 2 UGMA

Resources

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07711							
302001	Beginning Fund Balance	\$ -	\$ 578,472	\$ -	\$ -	\$ -	\$ -
333001	Local & Other Gov Grants	-	-	450,000	395,000	395,000	395,000
360001	Misc. Revenue	-	-	776,800	-	-	-
361000	Interest Earned	602	-	-	-	-	-
381100	Land Sale Proceeds	-	-	-	100,000	100,000	100,000
390113	I/F Transfer From Fund 113	-	29,295	7,686	-	-	-
390282	I/F Transfer From Fund 282	-	5,004	781,984	70,669	70,669	70,669
Total Resources		<u>\$ 602</u>	<u>\$ 612,771</u>	<u>\$ 2,016,470</u>	<u>\$ 565,669</u>	<u>\$ 565,669</u>	<u>\$ 565,669</u>

Capital Projects Fund - Zone 2 UGMA

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07711							
431000	Professional Services	\$ -	\$ 4,122	\$ -	\$ -	\$ -	\$ -
431620	Administration Fees	1,237	-	-	-	-	-
432700	Data Processing	827	-	-	-	-	-
470282	I/F Transfer To Fund 282	-	578,472	-	-	-	-
481160	Planning	-	882	40,470	105,669	105,669	105,669
481180	Design	-	-	-	-	-	-
481200	Construction	2,016	-	-	210,000	210,000	210,000
485100	Land	-	-	1,976,000	250,000	250,000	250,000
Total Requirements		<u>\$ 4,080</u>	<u>\$ 583,475</u>	<u>\$ 2,016,470</u>	<u>\$ 565,669</u>	<u>\$ 565,669</u>	<u>\$ 565,669</u>
Total Resources		<u>\$ 602</u>	<u>\$ 612,771</u>	<u>\$ 2,016,470</u>	<u>\$ 565,669</u>	<u>\$ 565,669</u>	<u>\$ 565,669</u>

Capital Projects Fund - Zone 3 UGMA

Resources

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07712							
302001	Beginning Fund Balance	\$ -	\$ 425,794	\$ -	\$ -	\$ -	\$ -
333001	Local & Other Gov Grants	13,570	-	-	120,060	120,060	120,060
341880	Other Internal County Svcs	410	-	-	-	-	-
361000	Interest Earned	9,691	-	-	-	-	-
390113	I/F Transfer From Fund 113	6,249	-	3,003	-	-	-
390283	I/F Transfer From Fund 283	-	2,998	43,432	275,183	275,183	275,183
Total Resources		<u>\$ 29,920</u>	<u>\$ 428,792</u>	<u>\$ 46,435</u>	<u>\$ 395,243</u>	<u>\$ 395,243</u>	<u>\$ 395,243</u>

Capital Projects Fund - Zone 3 UGMA

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07712							
431000	Professional Services	\$ -	\$ 2,654	\$ -	\$ -	\$ -	\$ -
431620	Administrative Fees	516	-	-	-	-	-
432700	Data Processing	14,092	-	-	-	-	-
470283	I/F Transfer To Fund 283	1,157,086	425,794	-	-	-	-
481160	Planning	-	345	46,435	35,243	35,243	35,243
481200	Construction	154,521	-	-	-	-	-
485100	Land	-	-	-	360,000	360,000	360,000
485200	Building Purchase	4,924	-	-	-	-	-
Total Requirements		<u>\$ 1,331,139</u>	<u>\$ 428,792</u>	<u>\$ 46,435</u>	<u>\$ 395,243</u>	<u>\$ 395,243</u>	<u>\$ 395,243</u>
Total Resources		<u>\$ 29,920</u>	<u>\$ 428,792</u>	<u>\$ 46,435</u>	<u>\$ 395,243</u>	<u>\$ 395,243</u>	<u>\$ 395,243</u>

Capital Projects Fund - Zone 3 Happy Valley

Resources

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07719							
302001	Beginning Fund Balance	\$ -	\$ 258,552	\$ -	\$ -	\$ -	\$ -
333001	Local & Other Gov Grants	-	-	438,666	-	-	-
360001	Misc. Revenue	-	-	868,760	-	-	-
381100	Land Sale Proceeds	-	-	-	865,760	865,760	865,760
390113	I/F Transfer From Fund 113	-	2,550	91,852	-	-	-
390283	I/F Transfer From Fund 283	-	4,430	5,199,447	5,969,499	5,969,499	5,969,499
390481	I/F Transfer From Fund 481	-	21,143	135,000	-	-	-
Total Resources		<u>\$ -</u>	<u>\$ 286,676</u>	<u>\$ 6,733,725</u>	<u>\$ 6,835,259</u>	<u>\$ 6,835,259</u>	<u>\$ 6,835,259</u>

Capital Projects Fund - Zone 3 Happy Valley

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07719							
470283	I/F Transfer To Fund 283	\$ -	\$ 258,552	\$ -	\$ -	\$ -	\$ -
481160	Planning	-	6,980	222,725	146,874	146,874	146,874
481180	Design	-	19,015	330,000	270,000	270,000	270,000
481200	Construction	-	2,128	1,686,000	1,591,935	1,591,935	1,591,935
485100	Land	-	-	4,360,000	4,826,450	4,826,450	4,826,450
485200	Building Purchase	-	-	135,000	-	-	-
Total Requirements		<u>\$ -</u>	<u>\$ 286,676</u>	<u>\$ 6,733,725</u>	<u>\$ 6,835,259</u>	<u>\$ 6,835,259</u>	<u>\$ 6,835,259</u>
Total Resources		<u>\$ -</u>	<u>\$ 286,676</u>	<u>\$ 6,733,725</u>	<u>\$ 6,835,259</u>	<u>\$ 6,835,259</u>	<u>\$ 6,835,259</u>

Capital Projects Fund - Zone 3A Sunnyside Village

Resources

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07720							
332001	State Revenue	\$ -	\$ 29	\$ -	\$ -	\$ -	\$ -
333001	Local & Other Gov Grants	-	30,439	-	-	-	-
390113	I/F Transfer From Fund 113	-	-	1,897	-	-	-
390283	I/F Transfer From Fund 283	-	9,840	2,168	3,199	3,199	3,199
Total Resources		<u>\$ -</u>	<u>\$ 40,308</u>	<u>\$ 4,065</u>	<u>\$ 3,199</u>	<u>\$ 3,199</u>	<u>\$ 3,199</u>

Capital Projects Fund - Zone 3A Sunnyside Village

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 480 5441 07720							
431000	Professional Services	\$ -	\$ 821	\$ -	\$ -	\$ -	\$ -
432700	Data Processing	-	515	-	-	-	-
481160	Planning	-	218	4,065	3,199	3,199	3,199
481180	Design	-	4,500	-	-	-	-
481200	Construction	-	44,440	-	-	-	-
Total Requirements		<u>\$ -</u>	<u>\$ 50,493</u>	<u>\$ 4,065</u>	<u>\$ 3,199</u>	<u>\$ 3,199</u>	<u>\$ 3,199</u>
Total Resources		<u>\$ -</u>	<u>\$ 40,308</u>	<u>\$ 4,065</u>	<u>\$ 3,199</u>	<u>\$ 3,199</u>	<u>\$ 3,199</u>

North Clackamas Parks & Recreation District
Capital Budget Detail
Fund 480
Fiscal Year 2017/2018

Capital Project by Funding Resource												
Capital Improvement Projects	Project Identification Number	FY 2017/2018 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				
2017 MP/CIP	N/A	\$ 75,000	\$ 456	\$ 11,910	\$ 5,002	\$ 4,626	\$ 50,183	\$ 2,823	\$ -	\$ -	\$ -	
SDC Methodology	N/A	10,000	61	1,588	667	617	6,691	376	-	-	-	
Indoor Recreation Facilities Master Plan	N/A	70,000	-	-	-	-	-	-	70,000	-	-	
North Clackamas River Trail	N/A	360,000	-	-	-	239,940	-	-	-	-	120,060	
Happy Valley Neighborhood Park(s)	HV-1 through HV-7	4,000,000	-	-	-	-	4,000,000	-	-	-	-	
Justice Park Development	N-21	30,000	-	-	-	30,000	-	-	-	-	-	
Hidden Falls - Mount Scott - Scouters Mountain Trail Acquisition & Development	HV-L-1	1,178,385	-	-	-	-	1,178,385	-	-	-	-	
Community Park wiith 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	120,000	20,000	-	-	-	-	-	-	-	100,000	
Wichita Park Development	N-10	510,000	-	91,303	-	-	-	-	158,697	10,000	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	100,000	-	-	-	-	-	-	-	100,000	-	
Boardman Wetland Natural Area	NR - 32	460,000	-	-	65,000	-	-	-	-	-	395,000	
Total Resources		\$ 9,773,385	\$ 20,517	\$ 104,801	\$ 70,669	\$ 275,183	\$ 5,969,499	\$ 3,199	\$ 288,697	\$ 1,490,320	\$ 1,550,500	

North Clackamas Parks & Recreation District
Capital Budget Detail
Fund 480
Fiscal Year 2017/2018

Capital Project by Requirement Category									
Capital Improvement Projects	Project Identification Number	FY 2017/2018 Project Cost	Planning	Design	Construction	Land	Building		
2017 MP/CIP	N/A	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -		
SDC Methodology	N/A	10,000	10,000	-	-	-	-		
Indoor Recreation Facilities Master Plan	N/A	70,000	70,000	-	-	-	-		
North Clackamas River Trail	N/A	360,000	-	-	-	360,000	-		
Happy Valley Neighborhood Park(s)	HV-1 through HV-7	4,000,000	40,000	-	-	3,960,000	-		
Justice Park Development	N-21	30,000	30,000	-	-	-	-		
Hidden Falls - Mount Scott - Scouters Mountain trail Acquisition & Development	HV-L-1	1,178,385	-	-	311,935	866,450	-		
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	120,000	10,000	15,000	95,000	-	-		
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	100,000	100,000	-	-	-	-		
Boardman Wetland Natural Area	NR - 32	460,000	-	-	210,000	250,000	-		
Total Requirements		\$ 9,773,385	\$ 385,000	\$ 353,677	\$ 2,398,258	\$ 6,636,450	\$ -		

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2017/2018
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Completion of 2017 Master Plan and Capital Improvement Plan
Project Address:	NCPRD Admin. Office
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:	Kathryn Krygier
NCPRD Project #s:	82140
Scheduled Completion:	2018

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 financial projections. Work to be completed by NCPRD staff and consultants. This budget includes public outreach and publication costs.

DESCRIPTION AND LOCATION
Completion of the 2017 District Wide Master Plan by NCPRD staff.
<h1>District Master Plan 2017</h1>

IMPACT ON OPERATING BUDGET
This project further identifies funding and priorities for capital projects for the District for the next fifteen 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.

2017/2018 PROJECT COSTS	
Planning	\$ 75,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 75,000

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
2017/2018	\$ 456	\$ 11,910	\$ 5,002	\$ 4,626	\$ 50,183	\$ 2,823	\$ 75,000
Total	\$ 456	\$ 11,910	\$ 5,002	\$ 4,626	\$ 50,183	\$ 2,823	\$ 75,000

100% SDC eligible

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2017/2018
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 Project Priority:	N/A
SDC Funding Resource:	District-wide
Park Type:	N/A
Map No.	N/A
Acreage:	N/A
Project Manager:	Kathryn Krygier
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. A consultant with SDC expertise was hired for this project in July 2017. It is anticipated the project will be complete in Fall 2017.

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 Methodology Report, 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	\$ 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
2017/2018	\$ 61	\$ 1,588	\$ 667	\$ 617	\$ 6,691	\$ 376	\$ 10,000
Total	\$ 61	\$ 1,588	\$ 667	\$ 617	\$ 6,691	\$ 376	\$ 10,000

100% SDC eligible

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2017/2018
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Indoor Recreation Facilities Master Plan
Project Address:	N/A
Location:	District-wide
SDC CIP Project Priority:	N/A
SDC Funding Resource:	General Fund
Park Type:	Community Center
Map Number:	TBD
Acreage:	TBD
Project Manager:	Kathryn Krygier
NCPRD Project #s:	TBD
Scheduled Completion:	2018

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.

IMPACT ON OPERATING BUDGET
None at this time.

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

<h1>Indoor Recreation Facilities Master Plan</h1>

2017/2018 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
2017/2018	\$ -	\$ 70,000	\$ -	\$ 70,000
Total	\$ -	\$ 70,000	\$ -	\$ 70,000

Community Park planning and acquisition is on the draft 2017 SDC CIP list.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2017/2018
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	North Clackamas River Trail
Project Address:	Unincorporated Eastside, along the Clackamas River
Location:	Zone 3
SDC CIP Project Priority:	N/A
SDC Funding Resource:	Zone 3 UGMA
Park Type:	Linear Park
Map Number:	N/A
Mileage:	Phase 1, 1 mile of trail
Project Manager:	Tonia Williamson
NCPRD Project #s:	82175
Scheduled Completion:	2018

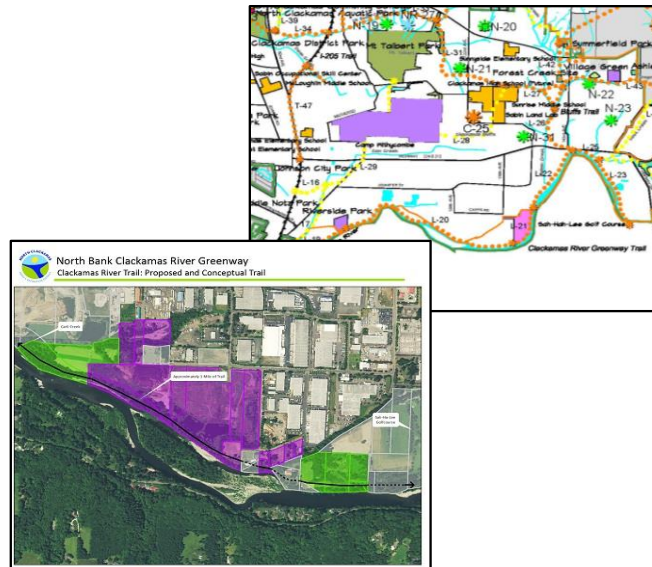
PURPOSE AND JUSTIFICATION
The NCPRD 2004 Master Plan identifies "working with regional partners to provide a continuous public greenway along the Clackamas River" as a top trail and natural area recommendation. NCPRD has developed partnerships with publicly-owned properties along the river, including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

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.

2017/2018 PROJECT COSTS	
Planning	\$ -
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	360,000
Land Improvements	-
Building	-
Total	\$ 360,000



Fiscal Year	SDCs Zone 3 UGMA	General Fund	Other	Grant	Total
2017/2018	\$ 239,940	\$ -	\$ -	\$ 120,060	\$ 360,000
Total	\$ 239,940	\$ -	\$ -	\$ 120,060	\$ 360,000

Linear Parks acquisition is on the draft 2017 SDC CIP List.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2017/2018
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 Project Priority:	2
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Neighborhood Park
Map Number:	N/A
Acreage:	4 acres each
Project Manager:	Kathryn Krygier
NCPRD Project #s:	TBD
Scheduled Completion:	2018

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



PURPOSE AND JUSTIFICATION
The 2007 NCPRD SDC Capital Improvement Plan identifies a need for seven new neighborhood parks in Happy Valley. The 2015 NCPRD Draft Master Plan further confirms the need for new neighborhood parks in this growing area of the District. The 2017/2018 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.

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.

2017/2018 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
2017/2018	\$ 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.

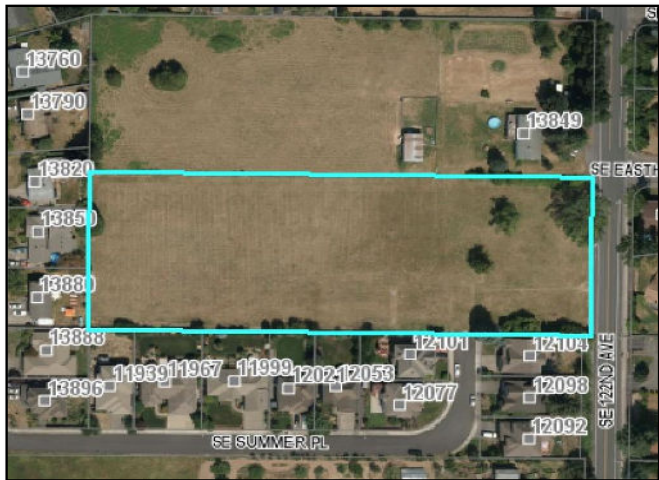
NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2017/2018
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Justice Park Development
Project Address:	13871 SE 122nd Avenue, Clackamas, OR, 97015
Location:	Zone 3 UGMA
SDC CIP Project Priority:	1
SDC Funding Resource:	Zone 3 UGMA
Park Type:	Neighborhood Park
Map Number:	22E03DA00200
Acreage:	2.95 acres
Project Manager:	Kathryn Krygier
NCPRD Project #s:	82331
Scheduled Completion:	2018

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. The District would hire a consultant to study the potential of developing the park as is or phasing the development with the possibility to acquire the adjacent property in the future.

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.

2017/2018 PROJECT COSTS	
Planning	\$ 30,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 30,000

Fiscal Year	SDCs Zone 3 UGMA	General Fund	Other	Grant	Total
2017/2018	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000
Total	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000

Neighborhood Parks are 100% eligible for SDCs based on the 2007 SDC CIP methodology.

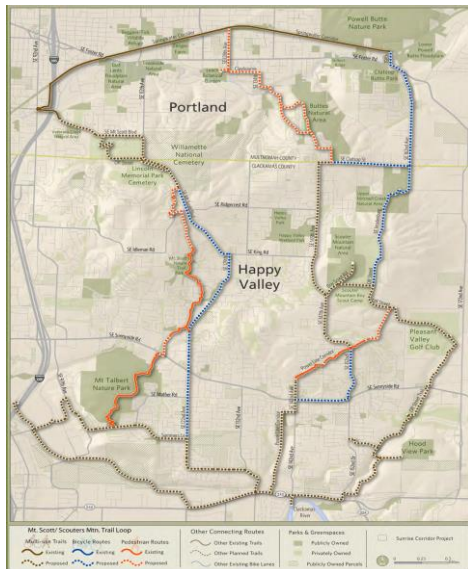
NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2017/2018
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Hidden Falls, Acquisition & Development - Mount Scott Scouters Mountain Trail
Project Address:	Segment 3 of the Mount Scott-Scouter Mountain Trail
Location:	Zone 3 Happy Valley
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Linear Park
Map Number:	N/A
Mileage:	.6 miles within 22 acre property
Project Manager:	Kathryn Krygier
NCPRD Project #s:	82038
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
Acquisition and development of a 22-acre property including a multi-use trail and a bridge over Rock Creek in a public-private partnership with a developer. 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.

DESCRIPTION AND LOCATION
Construction of a multi-use trail and bridge within an approximately 22-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.



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

2017/2018 PROJECT COSTS	
Planning	\$ -
Design	-
Construction	311,935
Park Improvements	-
Building Improvements	-
Land	866,450
Land Improvements	-
Building	-
Total	\$ 1,178,385

Fiscal Year	SDCs Zone 3 Happy Valley	General Fund	Other	Grant- OPRD LGGP	Total
2017/2018	\$ 1,178,385	\$ -	\$ -	\$ -	\$ 1,178,385
Total	\$ 1,178,385	\$ -	\$ -	\$ -	\$ 1,178,385

Linear Park acquisition is 66.65% SDC eligible based on 2007 SDC CIP Methodology.
 Linear Park development is 47.99% SDC eligible based on 2007 SDC CIP Methodology.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2017/2018
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 Project Priority:	1
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Community Park
Map Number:	TBD
Acreage:	TBD
Project Manager:	Kathryn Krygier
NCPRD Project #s:	TBD
Scheduled Completion:	2018

PURPOSE AND JUSTIFICATION
The NCPRD and Happy Valley Intergovernmental Agreement and the NCPRD System Development Charge Capital Improvement Plan 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
2017/2018 project provides for planning, design and construction of an artificial turf field in Happy Valley.

2017/2018 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				
2017/2018	\$ 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 2017/2018
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 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 Williamson
NCPRD Project #s:	82383
Scheduled Completion:	2018

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 possibly trail work. Phase 3A is considered a project priority #1 based on the NCPRD 2007 System Development Charge Capital Improvement Plan Methodology.

DESCRIPTION AND LOCATION
Partnership with the City of Milwaukie to construct 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.

2017/2018 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
2017/2018	\$ -	\$ 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 2017/2018
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Robert Kronberg Nature Park Phase 2 Development
Project Address:	11910 SE McLoughlin Blvd.
Location:	Zone 1 Milwaukie
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 1
Park Type:	Natural Area
Map Number:	Tax Assessor Map 11E36CB, lots 2800, 2801, 3000, 3100, 3300, 4500
Acreage:	4.5 acres currently above Kellogg Lake
Project Manager:	Tonia Williamson
NCPRD Project #s:	82020
Scheduled Completion:	2018

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 was awarded a grant to build the multi-use path. Staff proposes submitting grant applications to fund development of a soft-surface pathway, and other natural area amenities.

DESCRIPTION AND LOCATION
Partnership with the City of Milwaukie to complete design and construction of phase 1 of the park.


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.

2017/2018 PROJECT COSTS	
Planning	\$ 10,000
Design	15,000
Construction	95,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 120,000

Fiscal Year	SDCs Zone 1	General Fund	Other	Grant	Total
2017/2018	\$ 20,000	\$ -	\$ -	\$ 100,000	\$ 120,000
Total	\$ 20,000	\$ -	\$ -	\$ 100,000	\$ 120,000

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 2017/2018
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Wichita Park Development
Project Address:	5908 SE Monroe Street
Location:	Zone 1 Milwaukie
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 1 Milwaukie & UGMA
Park Type:	Neighborhood Park
Map Number:	12E31AA08300
Acreage:	.91 acres
Project Manager:	Kathryn Kryger
NCPRD Project #s:	82346
Scheduled Completion:	2018

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. Grant funding of \$250,000— with an NCPRD match was awarded in 2016. This project includes 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.

2017/2018 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
2017/2018	\$ -	\$ 91,303	\$ 10,000	\$ 158,697	\$ 250,000	\$ 510,000
Total	\$ -	\$ 91,303	\$ 10,000	\$ 158,697	\$ 250,000	\$ 510,000

Development of Community Parks is 71.61% SDC eligible based on the 2007 SDC CIP Methodology.

Assumes SDCs from UGMA Zone 1 (Calculation based on 25% of addresses are w/in .5 mile radius of the site)

Total project costs \$510,000 x 71.61% = SDC eligible amount of project costs \$365,211 x 25% = UGMA Zone 1 SDC eligible project costs \$91,303

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2017/2018
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 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 Williamson
NCPRD Project #s:	82302
Scheduled Completion:	2018

PURPOSE AND JUSTIFICATION
As part of the North Clackamas Park (NCP) North Side Plan this acquisition and subsequent development of elements will continue the process of accomplishing goals 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 this 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.

2017/2018 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
2017/2018	\$ -	\$ 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 2017/2018
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	New Neighborhood Park
Project Address:	TBD
Location:	Zone 2
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 2
Park Type:	Neighborhood Park
Map Number:	TBD
Acreage:	4 acre park
Project Manager:	Kathryn Krygier
NCPRD Project #s:	TBD
Scheduled Completion:	2018

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. The 2017/2018 Capital Project proposes hiring a consultant to undertake planning for park land in coordination with the Indoor Facilities Master plan. NCPRD would work with the community and partners to identify all potential opportunities.

DESCRIPTION AND LOCATION
Begin planning for neighborhood park and other community services 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.

2017/2018 PROJECT COSTS	
Planning	\$ 100,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 100,000

Fiscal Year	SDCs Zone 2	General Fund	Other	Grant	Total
2017/2018	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Total	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000

Acquisition of Neighborhood Parks is 28.66% SDC eligible based on the 2007 SDC CIP Methodology.
 Development of Neighborhood Park is 24.74% SDC eligible based on the 2007 SDC CIP Methodology.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2017/2018
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Boardman Wetland Natural Area
Project Address:	17900 SE Addie St
Location:	Zone 2 Jennings Lodge
SDC Funding Resource:	Zone 2
Park Type:	Natural Area
Map Number:	22E18CA04101 and 3 associated tax
Acreage:	5.25 acres
Project Manager:	Tonia Williamson
NCPRD Project #s:	82345
Scheduled Completion:	2018

PURPOSE AND JUSTIFICATION
The design for Boardman Wetland Natural Area was approved by the Oak Lodge Water Services (OLWS) in 2017. The completed natural area design includes wetlands, boardwalks, nature play area, educational area and new parking area. Staff recommends that capital funds in the form of SDC's be allocated to purchase a taxlot and construct a nature play area within the larger site area. Staff will also apply for grant funding. Total project cost is estimated to be \$2,200,000. OLWS will be paying for and owning the other taxlots and capital assets totalling \$1,740,000.

DESCRIPTION AND LOCATION
Partnership with the Oak Lodge Water Services District to complete design and construction of the Natural Area.


IMPACT ON OPERATING BUDGET
Estimated annual maintenance cost after completion is approximately \$7,500 for the nature play area. We will create an Intergovernmental Agreement with OLWS which will outline any additional services to be provided by NCPRD for the rest of the natural area.

NON-FINANCIAL IMPACT
Project provides a Natural Area with a nature play area, boardwalks and educational area.

2016/2017 PROJECT COSTS	
Planning	-
Design	
Construction	\$ 210,000
Park Improvements	-
Building Improvements	-
Land	250,000
Land Improvements	-
Building	-
Total	\$ 460,000

Fiscal Year	SDC's (Zone 2 UGMA)	General Fund	Other	Grant	Total
2017/2018	\$ 65,000	\$ -	\$ -	\$ 395,000	\$ 460,000
Total	\$ 65,000	\$ -	\$ -	\$ 395,000	\$ 460,000

Natural Resource Areas development is on the draft 2017 SDC CIP list.

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 2017/2018

- 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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Materials and Services	\$ 5,800	\$ 7,699	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
Capital Outlay	141,512	171,925	1,322,494	4,434,644	4,434,644	4,434,644
Special Payments	-	-	5,000	5,000	5,000	5,000
Interfund Transfer	-	44,309	2,496,042	5,000	5,000	5,000
Contingency	-	-	95,000	-	-	-
Total Budget	\$ 147,312	\$ 223,932	\$ 3,963,536	\$ 4,489,644	\$ 4,489,644	\$ 4,489,644

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 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 481 5440							
301003	Prior Year Revenue-Other	\$ -	\$ 142,970	\$ -	\$ -	\$ -	\$ -
302001	Beginning Fund Balance	1,507,304	2,187,916	2,731,536	3,579,644	3,579,644	3,579,644
333001	Local & Other Gov Grants	12,000	-	25,000	-	-	-
360001	Misc. Revenue	8,051	-	-	-	-	-
361000	Interest Earned	6,961	13,578	7,000	10,000	10,000	10,000
381210	Auction Proceeds	912	-	-	-	-	-
390113	I/F Transfer From Fund 113	600,000	600,000	1,200,000	900,000	900,000	900,000
390270	I/F Transfer From Fund 270	200,000	-	-	-	-	-
Total Resources		\$ 2,335,228	\$ 2,944,464	\$ 3,963,536	\$ 4,489,644	\$ 4,489,644	\$ 4,489,644

Capital Asset Replacement Fund

Requirements

Object Code	Item	Actual FY 14/15	Actual FY 15/16	Budget FY 16/17	Proposed FY 17/18	Approved FY 17/18	Adopted FY 17/18
Cost Center 481 5440							
425100	Small Tools & Minor Equip.	\$ 5,800	\$ 7,399	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
431000	Professional Services	-	300	20,000	20,000	20,000	20,000
465002	Payments to Local Gov'ts	-	-	5,000	5,000	5,000	5,000
470382	I/F Transfer To Fund 382	-	-	2,361,042	5,000	5,000	5,000
470480	I/F Transfer To Fund 480	-	44,309	135,000	-	-	-
481200	Construction	19,666	-	904,994	3,963,644	3,963,644	3,963,644
482300	Building Improvements	2,215	103,288	137,000	270,000	270,000	270,000
485150	Land Improvements	19,400	23,055	216,000	91,500	91,500	91,500
485300	Equipment	14,576	-	-	-	-	-
485320	Computer Software	-	-	30,000	30,000	30,000	30,000
485400	Operating Equipment	25,959	45,582	-	-	-	-
485505	Vehicles	59,696	-	34,500	79,500	79,500	79,500
499001	Contingency	-	-	95,000	-	-	-
Total Requirements		\$ 147,312	\$ 223,932	\$ 3,963,536	\$ 4,489,644	\$ 4,489,644	\$ 4,489,644
Total Resources		\$ 2,335,228	\$ 2,944,464	\$ 3,963,536	\$ 4,489,644	\$ 4,489,644	\$ 4,489,644

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:

Casa Del Rey Bridge repair	\$	53,000
Harmony Road Neighborhood Park - renovate basketball court		13,500
Milwaukie Center seal coating and striping		15,000
Minthorn Natural Area - repair/replace fencing and trail		10,000
Maintenance vehicle including shelving and storage accessories		36,500

Aquatic Park:

Aquatic Park concrete deck repairs		92,000
Aquatic Park exterior paint		50,000
Replace existing slide bolts		60,000
Repair/replace metal motor stands in pump pit		8,000

Milwaukie Center:

Milwaukie Center bathroom remodel and ventilation upgrade		60,000
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Recreation:

Van purchase - "RecMobile"		43,000
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District Project - Recreation:

Programming software		30,000
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Total Budget Request for Activity	\$	471,000
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Grand Total of Requests for Activity	\$	516,000
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Undesignated Fixed Asset/Capital Replacements		3,963,644
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Payments to Other Governments		5,000
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Interfund Transfer		5,000
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Grand Total Appropriated for Activity	\$	4,489,644
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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 2017/2018**

Fund	Actual	Actual	Budget	Proposed	Approved	Adopted
Program	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 17/18	FY 17/18
General Fund						
Administration						
Full-Time	0.00	0.00	0.00	0.00	0.00	0.00
Temporary & Part-Time *	0.00	0.00	0.00	0.00	0.00	0.00
Park Maintenance						
Full-Time	7.73	7.68	8.12	8.88	8.88	8.88
Temporary & Part-Time *	7.30	5.88	3.62	5.00	5.00	5.00
Recreation						
Full-Time	2.31	2.21	2.28	2.96	2.96	2.96
Temporary & Part-Time *	1.80	1.66	1.58	1.75	1.75	1.75
Sports						
Full-Time	3.81	3.66	4.03	4.05	4.05	4.05
Temporary & Part-Time *	8.40	9.82	10.56	10.54	10.54	10.54
Milwaukie Center						
Full-Time	4.56	4.63	4.57	3.90	3.90	3.90
Temporary & Part-Time *	1.60	1.49	2.32	2.84	2.84	2.84
Aquatic Park						
Full-Time	6.83	5.25	5.57	5.63	5.63	5.63
Temporary & Part-Time *	18.10	18.84	19.30	22.30	22.30	22.30
Marketing & Community Relations						
Full-Time	1.26	1.21	1.31	1.44	1.44	1.44
Temporary & Part-Time *	0.80	0.77	1.13	0.68	0.68	0.68
Planning						
Full-Time	1.74	1.80	1.84	2.20	2.20	2.20
Temporary & Part-Time *	0.80	0.70	0.61	0.50	0.50	0.50
Natural Resources						
Full-Time	2.22	2.21	2.31	3.20	3.20	3.20
Temporary & Part-Time *	1.80	1.50	1.50	0.50	0.50	0.50
Total General Fund	71.06	69.31	70.65	76.37	76.37	76.37
Nutrition and Transportation Fund						
Nutrition						
Full-Time	3.52	3.24	3.45	3.12	3.12	3.12
Temporary & Part-Time *	1.40	1.13	1.27	1.25	1.25	1.25
Transportation						
Full-Time	0.64	0.54	0.34	0.32	0.32	0.32
Temporary & Part-Time *	1.90	1.56	1.56	1.71	1.71	1.71
Total Nutrition and Transportation Fund	7.46	6.47	6.62	6.40	6.40	6.40
Total Full-Time	34.62	32.43	33.82	35.70	35.70	35.70
Total Temporary & Part-Time *	43.90	43.35	43.45	47.07	47.07	47.07
TOTAL NCPRD STAFFING	78.52	75.78	77.27	82.77	82.77	82.77

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

North Clackamas Parks and Recreation District
Personnel Services Summary
Fiscal Year 2017/2018

Position Description	FTE	Salary	Fringe Benefits	Total	Maintenance		Recreation		Sports		Milwaukie Center	
					%	Amount	%	Amount	%	Amount	%	Amount
Accountant 1	1	\$ 51,406	\$ 44,052	\$ 95,458	22%	\$ 21,001	5%	\$ 4,773	16%	\$ 15,273	9%	\$ 8,591
Accountant 2	1	61,500	49,176	110,676	22%	24,349	5%	5,534	16%	17,708	9%	9,961
Administrative Analyst Senior	1	76,002	43,164	119,166								
Administrative Assistant	1	50,032	17,092	67,124			15%	10,069			85%	57,055
Administrative Assistant	1	47,348	42,773	90,121	22%	19,827	5%	4,506	16%	14,419	9%	8,111
Aquatic & Recreation Manager	1	108,108	64,854	172,962			24%	41,511	21%	36,322	10%	17,296
Aquatic & Recreation Supervisor	1	84,492	56,982	141,474								
Aquatic & Recreation Supervisor	1	78,633	45,867	124,500					100%	124,500		
Aquatic Exercise Instructor	0.5	17,520	22,494	40,014								
Aquatic Park Shift Coordinator	0.91	29,244	29,046	58,290			30%	17,487				
Building Maintenance Sp. Sr.	1	63,084	47,682	110,766	100%	110,766						
Cafeteria Cook, Senior	0.88	36,138	20,429	56,567								
Human Services Assistant	0.8	42,216	32,604	74,820							51%	38,158
Human Services Coordinator 1	1	55,568	45,131	100,699							58%	58,405
Human Services Coordinator 1	0.88	44,564	42,922	87,486								
Human Services Coordinator 2	1	69,449	30,733	100,182							100%	100,182
Human Services Supervisor	1	84,780	56,058	140,838							51%	71,827
Marketing Program Specialist	1	83,479	43,553	127,032								
No Clack Parks Rec Director	1	140,160	74,672	214,832	22%	47,263	5%	10,742	16%	34,373	9%	19,335
No Clack Parks Rec Manager	1	95,124	59,502	154,626	100%	154,626						
No Clack Parks Rec Manager	1	103,072	64,078	167,150								
Park & Rec Program Coordinator*	1	53,400	46,644	100,044			80%	80,035				
Park & Rec Program Coordinator	1	52,735	46,430	99,165					100%	99,165		
Park & Rec Program Coordinator	1	60,409	47,935	108,344			100%	108,344				
Park & Rec Program Coordinator	1	49,627	25,516	75,143								
Park & Rec Program Coordinator	1	60,432	27,906	88,338			30%	26,501	20%	17,668	10%	8,834
Park & Rec Program Coordinator	1	49,341	25,428	74,769								
Park & Rec Program Coordinator	1	60,144	47,664	107,808					100%	107,808		
Park Maintenance Coordinator	1	63,396	47,724	111,120	100%	111,120						
Park Maintenance Specialist*	1	46,428	44,460	90,888								
Park Maintenance Specialist	1	52,860	35,928	88,788	100%	88,788						
Park Maintenance Specialist	1	52,586	45,441	98,027	100%	98,027						
Park Maintenance Specialist	1	53,640	35,994	89,634	100%	89,634						
Park Maintenance Specialist	1	48,764	25,422	74,186	100%	74,186						
Park Maintenance Specialist	1	52,344	45,342	97,686	100%	97,686						
Planner 2	1	61,500	49,176	110,676								
Service Maintenance Worker	0.73	23,232	16,044	39,276								
Total Regular Employees	35.70	\$ 2,262,757	\$ 1,545,918	\$ 3,808,675		\$ 937,272		\$ 309,501		\$ 467,237		\$ 397,756
Temp and Part-time Personnel	47.07	1,351,664	290,393	1,642,057		158,712		63,741		373,125		111,929
Other Fringe Benefits			198,453	198,453		41,454		11,499		19,204		26,910
(including Vacation buyout, Health adjustments, Workers-comp, and Unemployment)												
Total Personnel Services	82.77			\$ 5,649,184		\$ 1,137,438		\$ 384,741		\$ 859,566		\$ 536,595

*Newly budgeted positions in NCPRD

**North Clackamas Parks and Recreation District
Personnel Services Summary
Fiscal Year 2017/2018**

Position Description	Aquatic Park		Marketing		Planning		Natural Resources		Nutrition		Transportation	
	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount
Accountant 1	24%	\$ 22,910	6%	\$ 5,727	5%	\$ 4,773	5%	\$ 4,773	6%	\$ 5,727	2%	\$ 1,909
Accountant 2	24%	26,562	6%	6,641	5%	5,534	5%	5,534	6%	6,641	2%	2,214
Administrative Analyst Senior					20%	23,833	80%	95,333				
Administrative Assistant												
Administrative Assistant	24%	21,629	6%	5,407	5%	4,506	5%	4,506	6%	5,407	2%	1,802
Aquatic & Recreation Manager	40%	69,185							3%	5,189	2%	3,459
Aquatic & Recreation Supervisor	100%	141,474										
Aquatic & Recreation Supervisor												
Aquatic Exercise Instructor	100%	40,014										
Aquatic Park Shift Coordinator	70%	40,803										
Building Maintenance Sp. Sr.												
Cafeteria Cook, Senior									100%	56,567		
Human Services Assistant									37%	27,683	12%	8,978
Human Services Coordinator 1									42%	42,294		
Human Services Coordinator 1									100%	87,486		
Human Services Coordinator 2												
Human Services Supervisor									37%	52,110	12%	16,901
Marketing Program Specialist			100%	127,032								
No Clack Parks Rec Director	24%	51,560	6%	12,890	5%	10,742	5%	10,742	6%	12,890	2%	4,297
No Clack Parks Rec Manager												
No Clack Parks Rec Manager					80%	133,720	20%	33,430				
Park & Rec Program Coordinator*			20%	20,009								
Park & Rec Program Coordinator												
Park & Rec Program Coordinator												
Park & Rec Program Coordinator							100%	75,143				
Park & Rec Program Coordinator	40%	35,335										
Park & Rec Program Coordinator	100%	74,769										
Park & Rec Program Coordinator												
Park Maintenance Coordinator												
Park Maintenance Specialist*							100%	90,888				
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Specialist												
Planner 2					100%	110,676						
Service Maintenance Worker	100%	39,276										
Total Regular Employees		\$ 563,517		\$ 177,706		\$ 293,784		\$ 320,348		\$ 301,994		\$ 39,560
Temp and Part-time Personnel		706,789		48,741		20,857		14,881		60,179		83,103
Other Fringe Benefits		38,753		7,940		6,318		25,028		14,692		6,655
(including Vacation buyout, Health adjustments, Workers-comp, and Unemployment)												
Total Personnel Services		\$ 1,309,059		\$ 234,387		\$ 320,958		\$ 360,257		\$ 376,865		\$ 129,318

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Clackamas County
North Clackamas Parks and Recreation District
Fiscal Year 2017/2018 Debt Schedule

2008 Full Faith & Credit Obligation Amount: \$8,000,000 Fund 383 Interest Rates - 3.00 - 4.00% Payment Dates - December & June Hoodview Park					2010 Full Faith & Credit Refunding Amount: \$5,660,000 Fund 382 Interest Rates - 2.00 - 4.00% Payment Dates - September & March North Clackamas Aquatic Park *					Summary All Debt				
Year	Principal	Interest	Total		Year	Principal	Interest	Total		Year	Principal	Interest	Total	
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	
	\$ 5,160,000	\$ 1,171,912	\$ 6,331,912			\$ 3,340,000	\$ 612,975	\$ 3,952,975			\$ 8,500,000	\$ 1,784,887	\$ 10,284,887	

* 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 Proposed Budget after a budget deliberation meeting 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.

FORM LB-1

NOTICE OF BUDGET HEARING

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, 2017 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, 2017 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 2015/2016	Adopted Budget This Year 2016/2017	Approved Budget Next Year 2017/2018
Beginning Fund Balance/Net Working Capital	15,481,960	18,220,089	23,459,003
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	6,199,525	4,579,004	5,140,931
Federal, State and all Other Grants, Gifts, Allocations and Donations	864,787	2,580,001	2,185,853
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	3,248,718	11,546,849	9,176,895
All Other Resources Except Current Year Property Taxes	1,910,359	3,628,829	8,371,307
Current Year Property Taxes Estimated to be Received	6,378,354	6,486,665	6,757,152
Total Resources	34,083,703	47,041,437	55,091,141

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	0	0	0
Materials and Services	7,217,296	8,830,798	9,557,277
Capital Outlay	506,611	18,234,784	23,933,533
Debt Service	1,061,506	5,029,038	9,902,923
Interfund Transfers	3,248,718	11,546,849	9,176,895
Contingencies	0	2,958,323	2,228,836
Special Payments	256,081	282,202	291,677
Unappropriated Ending Balance and Reserved for Future Expenditure	21,793,491	159,443	0
Total Requirements	34,083,703	47,041,437	55,091,141

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	697,151	771,783	736,346
Parks Maintenance	1,256,527	1,505,995	1,773,627
Recreation	386,777	437,944	540,934
Sports	1,076,220	1,281,363	1,342,724
Milwaukie Center	657,694	743,218	705,099
Aquatic Park	1,702,477	1,949,737	2,110,975
Marketing & Communications	226,230	493,251	480,311
Planning	249,425	414,248	561,060
Natural Resources	309,818	441,458	492,009
Nutrition	475,535	526,737	527,005
Transportation	144,138	172,164	171,187
System Development charges Funds	7,150	6,072,190	9,763,504
Debt Service Funds	1,062,206	5,045,038	9,935,923
Capital Projects Fund	354,444	10,872,000	9,773,385
Capital Asset Replacement Fund	179,623	1,367,494	4,479,644
Not Allocated to Organizational Unit or Program	25,298,288	14,946,817	11,697,408
Total Requirements	34,083,703	47,041,437	55,091,141
Total FTE	0	0	0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *	
The Debt Service Fund is budgeted to increase in FY 2017/2018 due to a Strategic Partnership with North Clackamas School District which includes the disposition of Hood View Park in exchange for cash and two properties including Concord Elementary School. The Partnership also includes the sale of Hoodview Park and requires that the debt be paid in full.	

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2015/2016	Rate or Amount Imposed This Year 2016/2017	Rate or Amount Approved Next Year 2017/2018
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	\$8,500,000	\$0
Other Borrowings	\$0	\$0
Total	\$8,500,000	\$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
2017-2018

☐ 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 and Recreation** has the responsibility and authority to place the following property tax, fee, charge or assessment

District Name

on the tax roll of **Clackamas** County. The property tax, fee, charge or assessment is categorized as stated by this form.

County Name

150 Beavercreek Road

Oregon City

OR

97045

July 5, 2017

Mailing Address of District

City

State

ZIP code

Date

Laura Zentner

BCS Deputy Director

503-742-4351

lzentner@clackamas.us

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 Rate -or- Dollar Amount	Excluded from Measure 5 Limits Dollar Amount of Bond Levy
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, 2017

Board of County Commissioners
Clackamas County

Members of the Board:

Approval of a Resolution for North Clackamas Parks & Recreation District
Adopting a 2017/2018 Fiscal Year Budget, Making Appropriations and
Imposing and Categorizing Taxes for the Period of July 1, 2017 through June 30, 2018

Purpose/Outcome	Approval of a resolution to adopt 2017/2018 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 \$55,091,141 for FY 2017/2018.
Funding Source	Property taxes, System Development Charges, fees, grants, donations, etc.
Duration	July 1, 2017 through June 30, 2018
Previous Board Action/Review	June 5, 2017 - NCPRD Budget Committee approved the FY 2017/2018 budget as presented.
Strategic Plan Alignment	Build public trust through good government.
Contact Person	Laura Zentner, CPA BCS Deputy Director 503.742.4351

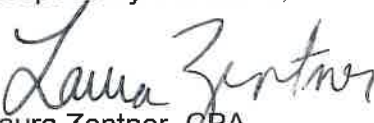
BACKGROUND: The attached resolution and exhibit adopt the budget as published and approved by the Budget Committee, and in accordance with the state budget law, to make appropriations and to impose and categorize taxes for the fiscal year 2017/2018.

This resolution will establish a budget for North Clackamas Parks and Recreation District in the amount of **\$55,091,141**.

RECOMMENDATION:

Staff respectfully recommends adoption of the attached resolution as presented.

Respectfully submitted,


Laura Zentner, CPA
BCS Deputy Director

BEFORE THE BOARD OF
NORTH CLACKAMAS PARKS AND RECREATION DISTRICT
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 2017/2018 FISCAL YEAR BUDGET, MAKING
APPROPRIATIONS AND IMPOSING AND
CATEGORIZING TAXES FOR THE PERIOD
OF JULY 1, 2017 THROUGH JUNE 30, 2018

Resolution No.

2017-72

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, 2017 through June 30, 2018, 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 21, 2017; 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 2017/2018 in the amount of **\$55,091,141** and establishes appropriations as shown in the attached Exhibit A, which by this reference is made a part of this resolution.

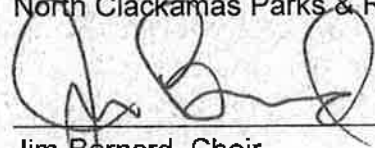
The following ad valorem property taxes are hereby imposed for tax year 2017/2018 upon the assessed value of all taxable property within the District and categorized for purposes of Article XI section 11b as subject to General Government Limitation:

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

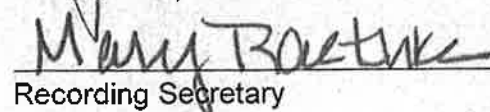
ADOPTED this 29th day of June, 2017

CLACKAMAS COUNTY BOARD OF COMMISSIONERS

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



Jim Bernard, Chair



Recording Secretary

North Clackamas Parks and Recreation District
Fiscal Year 2017/2018
Exhibit A

General Fund

Administration Division	\$ 736,346
Parks Maintenance Division	1,773,627
Recreation Division	540,934
Sports Division	1,342,724
Milwaukie Center Division	705,099
Aquatic Park Division	2,110,975
Marketing & Communications	480,311
Planning Division	561,060
Natural Resources	492,009
Non-departmental	
Special Payments	281,677
Transfers to Other Funds	1,838,697
Contingency	2,093,490
	<u>\$ 12,956,949</u>

Nutrition & Transportation Fund

Nutrition Division	\$ 527,005
Transportation Division	171,187
Non-departmental	
Special Payments	5,000
Transfers to Other Funds	10,300
Contingency	135,346
	<u>\$ 848,838</u>

System Development Charge Zone 1 Fund

Materials and Services	\$ 20,000
Capital Outlay	1,027,770
Transfers to Other Funds	299,633
	<u>\$ 1,347,403</u>

System Development Charge Zone 2 Fund

Materials and Services	\$ 6,000
Capital Outlay	1,393,296
Transfers to Other Funds	190,168
	<u>\$ 1,589,464</u>

System Development Charge Zone 3 Fund

Materials and Services	\$ 12,000
Capital Outlay	6,833,097
Transfers to Other Funds	7,304,438
	<u>\$ 14,149,535</u>

Debt Service Fund - Series 2010

Materials and Services	\$ 20,500
Debt Service	4,088,714
	<u>\$ 4,109,214</u>

Debt Service Fund - Series 2008

Materials and Services	\$ 12,500
Debt Service	5,814,209
	<u>\$ 5,826,709</u>

Capital Projects Fund

Capital Outlay	\$ 9,773,385
	<u>\$ 9,773,385</u>

Fixed Asset Replacement

Materials and Services	\$ 45,000
Capital Outlay	4,434,644
Special Payments	5,000
Transfers to Other Funds	5,000
	<u>\$ 4,489,644</u>

Grand Total	<u>\$ 55,091,141</u>
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Total Appropriated	<u>\$ 55,091,141</u>
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