



ADOPTED BUDGET

FISCAL YEAR 2018 | 2019



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

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NORTH CLACKAMAS PARKS and RECREATION DISTRICT
A division of Business and Community Services

FISCAL YEAR 2018/2019
Adopted Budget

BUDGET COMMITTEE

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Ken Humberston, Commissioner
Paul Savas, Commissioner
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Don Krupp

Clackamas County Business and Community Services Director
Laura Zentner, CPA

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Scott Archer

Prepared by:
Elizabeth Gomez, NCPRD Financial Operations Manager
Kallie Guentner, Accountant
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NORTH CLACKAMAS PARKS & RECREATION DISTRICT

Administration

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

July 1, 2018

The budget message that follows was written prior to key events occurring which affected the development of the 2018-2019 North Clackamas Parks and Recreation District (NCPRD) budget.

In June 2017, the City of Happy Valley adopted an ordinance declaring withdrawal from NCPRD, effective December 2017. In March 2018, the State of Oregon Department of Revenue (DOR) issued a notice of decision that the Happy Valley withdrawal from NCPRD was complete.

Initially, the 2018-2019 NCPRD budget was built without the assessment of tax or System Development Charges (SDCs) within the boundaries of Happy Valley, for a total budget of \$46,091,052. On June 4, 2018, the NCPRD Budget Committee approved this budget as proposed.

In mid-June, NCPRD and the City of Happy Valley were notified by the DOR that the City's withdrawal was being examined and may be overturned.

On June 19, 2018, in anticipation of a DOR conclusion, and in order to comply with Oregon State budget law, NCPRD revised its Approved Budget to include anticipated revenues from the City of Happy Valley. The NCPRD 2018-2019 *Revised Approved* and *Adopted* Budget columns in this document include the revenues and expenditures estimated for the entire District, including the City of Happy Valley, for a total of \$49,488,140.

On June 19, 2018, the DOR concluded that Happy Valley did not appropriately follow state law governing its withdrawal from NCPRD. As a result, the withdrawal and boundary change process was not complete and Happy Valley remains in NCPRD's boundaries.

This difference, a total of \$3,397,088, is detailed below.

Account	Revenue	Expenditure
Account 113 – General Fund		
Property Tax	1,441,953	
Transfer to capital repair/replace		450,000
Contingency		991,953
Account 281 – SDC Zone 3		
Park Zone 3 Happy Valley SDCs	1,500,000	
Interest Earned	5,135	
Future Capital Projects		1,505,135
Account 481 – Capital Repair/Replace		
Transfer from general fund	450,000	
Construction		450,000
Total changes	\$ 3,397,088	\$ 3,397,088

On June 28, 2018, the Board of County Commissioners acting in its capacity as the NCPRD Board of Directors formally adopted the 2018-2019 budget for a total of \$49,488,140.

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NORTH CLACKAMAS PARKS & RECREATION DISTRICT

Administration

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ncprd.com

May 1, 2018

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 2018/2019 in the amount of \$46,091,052 to the Budget Committee for consideration and approval.

NCPRD 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 103,000 residents and includes the city of Milwaukie and a large urban unincorporated area.

As a service district, the Board of County Commissioners serves as its Board of Directors. Until recently, the District was represented by a District Advisory Board (DAB), a nine-member volunteer board of citizens that were charged with making recommendations to the NCPRD Board of Directors. With the DAB temporarily on hold, the Board of Directors held monthly public meetings within the District, dedicated solely to NCPRD business.

The District manages over 660 acres of parks, trails and natural areas, as well as the Milwaukie Center and the North Clackamas Aquatic Park. Most recently, NCPRD acquired three new facilities in a strategic partnership with North Clackamas School District, including Concord, Clackamas, and Wichita Elementary Schools. NCPRD offers a wide range of recreational and educational offerings, such as swimming lessons, special events, health and fitness classes, senior activities, sports leagues and natural resource programs. NCPRD employs 33.7 FTE (full-time equivalent) positions and 45 seasonal FTE positions.

NCPRD has a dedicated tax base of \$0.5382 per \$1,000 of assessed value, which is projected to generate approximately \$5.9 million in fiscal year 2018/2019. This continues to be among the lowest parks district tax rates for 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 \$2.00.

The total fiscal year 2018/2019 budget for NCPRD in the amount of \$46 million can be summarized as follows: \$12.8 million for Operations, \$11.2 million for Capital Projects, \$14.4 million in System Development Charges to fund capital assets to accommodate growth, \$4.6 million for Capital Asset Repair & Replacement of existing District assets, \$2.2 million for Debt Service, and \$872,000 for Nutrition and Transportation.

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.

Performance Clackamas

NCPRD uses strategic plan goals as the foundation for the planning and budgeting process. In connection with Clackamas County and Performance Clackamas, NCPRD developed goals using a strategic plan and process model known as Managing for Results (MFR). These strategic goals were then used to guide development of the fiscal year 2018/2019 proposed budget. This process helps identify clear outcome measures and quantifiable performance targets, while ensuring a deliberate and transparent budget plan.

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.

This process aligns well with the implementation of NCPRD's Cost Recovery Program, where every program and service is assigned a cost-recovery goal based on defined measures, such as level of community benefit.

Strategic Plan

The mission of NCPRD remains the same: "to provide, protect, and promote access to exceptional parks and recreation opportunities." NCPRD's strategic direction is guided by the long-term goals established in the District's 2017-2019 Strategic Plan. These goals are:

1. Maximize (grow) community support
2. Develop and improve partnerships
3. Build a strong business foundation
4. Provide exceptional parks and recreation experiences

As NCPRD continues to build upon these strategic goals long term, key priorities were addressed in developing the fiscal year 2018/2019 proposed budget. These initiatives were purposeful and progressive:

1. Develop a marketing and outreach strategy
2. Identify opportunities and resources to support marketing and outreach efforts
3. Measure and evaluate marketing success
4. Develop a partnership strategy
5. Determine priority partnerships (existing to maintain and new to cultivate)
6. Develop clearly defined policies and procedures
7. Analyze and maintain business data
8. Update and implement operations plans
9. Evaluate existing programming and opportunities (inward-facing)
10. Evaluate district residents' needs and wants (outward-facing)
11. Integrate into the Master Plan

In the fiscal year 2018/2019 proposed budget, NCPRD has dedicated resources to a Master Plan and Capital Improvement Plan. The intent of this project is to determine the goals and objectives of District residents and the Board and provide a roadmap for the future; focusing on the next fifteen years. Furthermore, NCPRD has made a significant investment in the community with the acquisition of Concord, Clackamas, and Wichita Elementary Schools. These facilities will directly benefit the community as future recreational and community centers. NCPRD has also established partnerships with Oregon Department of Fish and Wildlife, Clackamas County Service District #1 (WES) and Metro, among others, to continue development of parks, trails and natural areas within the District.

Happy Valley

At the time of writing this budget message, the City of Happy Valley has formally withdrawn from the District and is pursuing a voter-approved, five-year tax assessment for parks. In response, NCPRD will not be assessing a tax to Happy Valley residents. An estimated \$1.4 million in tax revenue has been reduced in the fiscal year 2018/2019 budget. One-time expenditure savings, including a reduction of the transfer to capital repair/replace fund, positions unfunded in parks maintenance and natural areas, as well as a reduction to contingency, bring the budget into balance for this year. Staff have already begun preparing for this decrease in the tax revenue for future budget cycles. Potential solutions to offset the reduction include identifying efficiencies and savings, reducing expenditures for not providing service to Happy Valley and increased program revenues.

Current Year Activity Highlights

Administration

- Received Government Finance Officers Association Award for Excellence in Financial Reporting for Comprehensive Annual Financial Report for fiscal year 2016/2017.

Aquatic Park

- Provided swim lessons for 4,700 children and hosted over 250,000 patrons throughout the year.
- Was home to four high school competitive swim teams, one NCPRD recreational swim team, two private swim teams, and two master's teams.
- Hosted ten home swim meets providing a fun, healthy, and competitive experience for over 500 youth and adult swimmers.

Milwaukie Center

- Completed remodel of the original 1979 public bathrooms.
- Diesel generator installed to provide power in black-out situations.
- Provided over 80,000 Meals through the Meals on Wheels, Congregate Dining and Pete's Café food programs.
- Held 13 special events for the community including the first annual Clackamas County on Tap and Uncorked event, the Quilt Show and Famous Thanksgiving Dinner.
- Provided information and assistance to 3,000 clients, provided a free law consultation to 120 individuals, health equipment loan to 150 clients and provided free tax aid assistance to 1,000 individuals.

Sports and Recreation

- Served more than 6,200 patrons in both youth and adult sports programming and continued work with North Clackamas School District, utilizing 16 of their facilities, as well as coordination with dozens of local youth organizations providing much needed space to local sports leagues 365 days a year at Hood View, North Clackamas, Pfeifer and Ann-Toni Schreiber Parks.

- 470 volunteer coaches contributed over 8,000 hours of their time to support Hoopers Basketball, Sideout Volleyball, Cheer Starz Cheerleading and Pull-the-Flag Football leagues.
- Attracted over 2,300 attendees to six “Movies in the Park” events.
- Engaged 900 youth in parks with activities throughout the District with the RecMobile and partnered with the North Clackamas School District at three summer nutrition program sites.

Capital Projects

- Completed final design, construction drawings, and issued a bid for construction of Wichita Park in the City of Milwaukie.
- Executed a Purchase and Sale Agreement and Development Agreement with Hidden Falls, LLC, to acquire 21.3 acres of natural area including a waterfall and develop a 0.84-mile segment of the Mount Scott/Scouters Mountain Trail Loop. Construction is underway and anticipated to be completed in 2018.
- Executed a Purchase and Sale Agreement and an Intergovernmental Agreement with Oak Lodge Water Sanitary District to acquire the 5.6-acre Boardman Wetlands Natural Area located in the Jennings Lodge area. In addition, applied for grant funding to acquire and develop an additional, adjacent 0.25-acre property for a nature play area and other amenities.
- Executed a Strategic Partnership Purchase and Sale Agreement with North Clackamas School District to exchange Hood View Park for Concord, Clackamas and Wichita Elementary Schools, and cash.
- Initiated a planning process for redevelopment of the Concord property.
- Initiated final design for completion of Phase III of Milwaukie Bay Park.
- Initiated an update of the 2007 System Development Charges Methodology and Capital Improvement Plan.

Park Maintenance/Natural Areas/Facility Maintenance

- Repaired abutments and refurbished Casa Del Rey Bridge at North Clackamas Park.
- Seal coated and striped Milwaukie Center parking lots.
- Removed tile and safety-coated flooring throughout the Aquatic Park locker rooms and restrooms.
- Painted exterior of the Aquatic Park.
- Replaced all side bolts on 3 waterslides at the Aquatic Park.
- Purchased and installed an emergency generator system at the Milwaukie Center.
- Replaced infield turf on all artificial turf fields at Hood View Park.
- Remodeled restrooms at Milwaukie Center.
- Integrated Building Maintenance Specialist from the Milwaukie Center into the Maintenance Division.

Budget Highlights

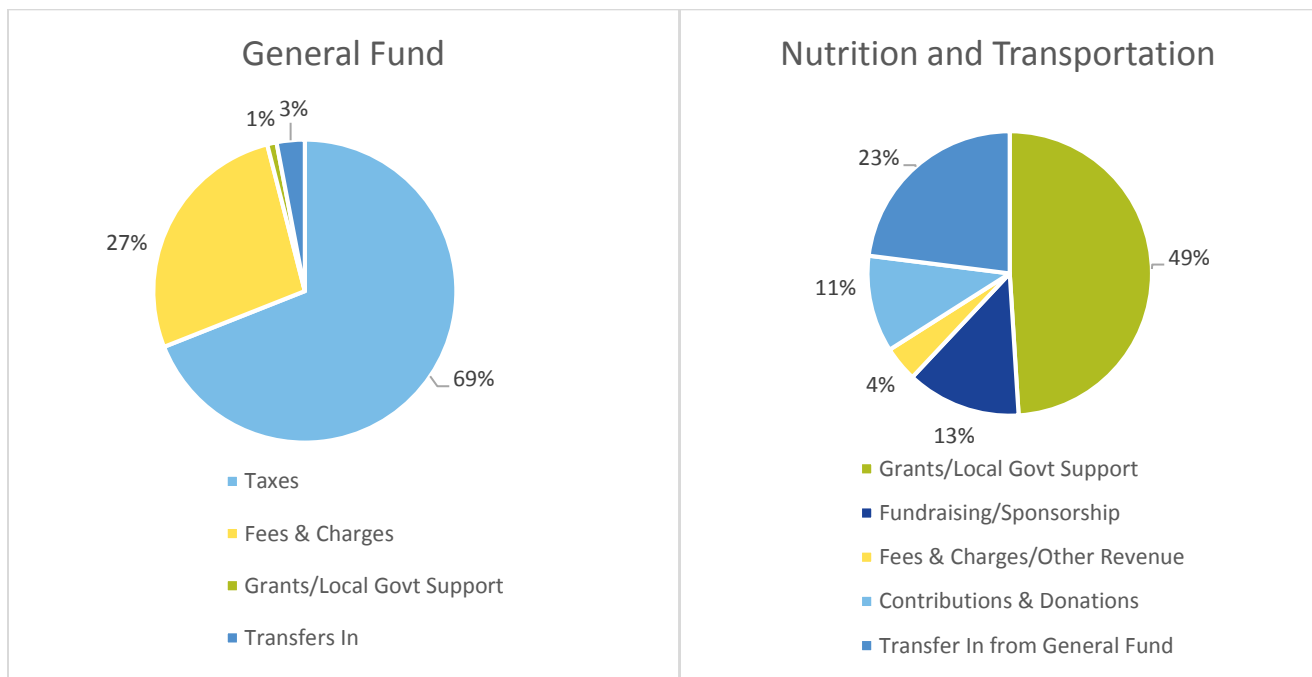
The budget for fiscal year 2018/2019 was assembled to achieve the following goals and priorities:

- 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 older adult 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*:



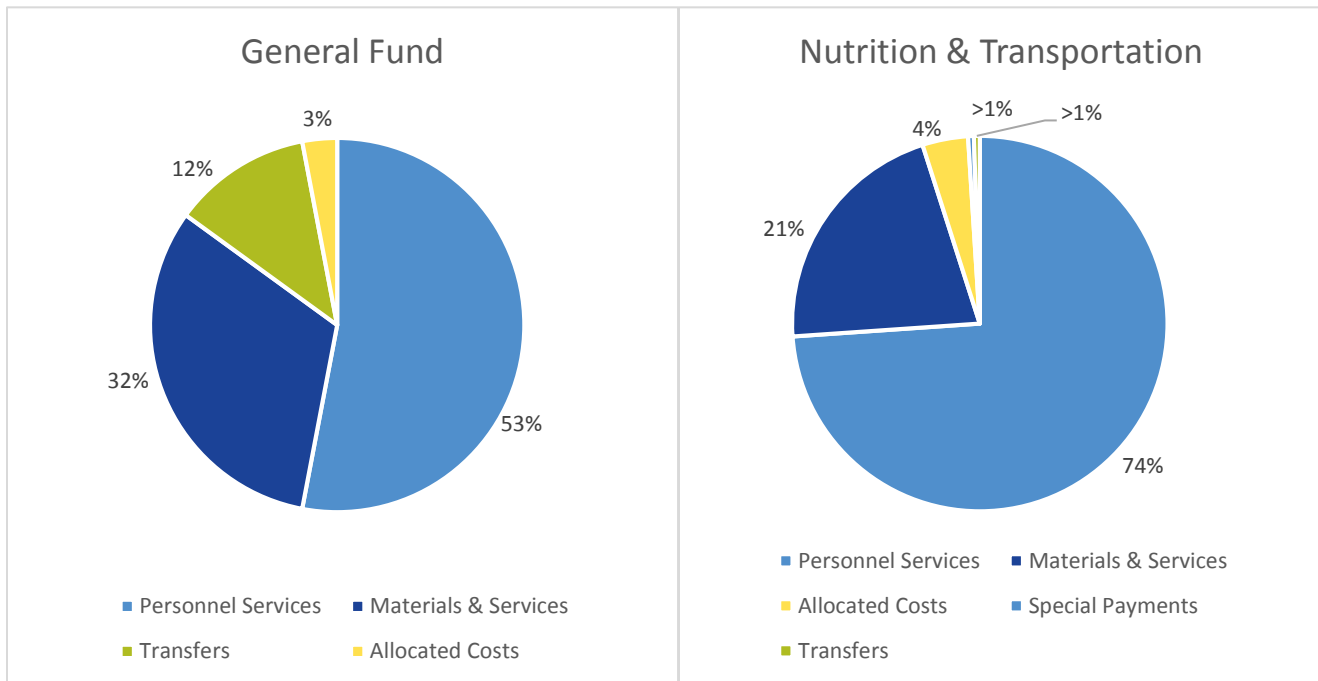
*Charts exclude beginning fund balance

- The assessed value of property within the District is budgeted to increase 3% for fiscal year 2018/2019, resulting in projected tax revenue of just over \$5.9 million, representing 69% of the General Fund revenue.
- Fees & charges, concessions, and other revenue provide approximately 27% of the General Fund operating revenue in fiscal year 2018/2019.
- Half of the Nutrition and Transportation Fund revenue is from federal and state grants; the remainder is largely comprised of fees and charges, fundraising and donations.

- The Nutrition & Transportation Fund will receive a \$150,000 transfer from the General Fund in fiscal year 2018/2019 to subsidize the cost of operations.

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 33.7 full-time regular (FTE) positions and approximately 45 seasonal (FTE) positions. Personnel costs for fiscal year 2018/2019 represent approximately 53% of the General Fund operating budget and 74% of the Nutrition and Transportation operating budget. The personnel costs are reflective of a 3.6% cost-of-living adjustment and 3.5% merit increases. Personnel administration services are contracted through Clackamas County.

Materials and Services

Expenses other than personnel, capital items, transfers and allocated costs make up 32% of the General Fund operating budget. The Nutrition and Transportation Fund spends 21% in this category.

Allocated Costs

Allocated charges decreased about 5% from the prior year, consisting 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's operating budgets.

Transfers

Transfers to other NCPRD funds from the General Fund make up 12% 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 less than 1% of total operating expenditures and represents the 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. In the past, NCPRD has allocated approximately \$900,000 per year towards capital asset repair and replacement. In fiscal year 2018/2019, because of the reduction in revenue due to the withdrawal of Happy Valley from the District, that allocation was reduced by half to \$450,000.

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 better long-term solutions 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 2018/2019 SDC revenue projections (excluding beginning fund balance) are approximately \$800,000.

The District's Capital Improvement budget for fiscal year 2018/2019 is approximately \$11.2 million. This year's projects include a master plan for the Concord property, completion of Milwaukie Bay Park in downtown Milwaukie, development of Wichita Park and development of the Boardman Wetlands Natural Area, in partnership with Oak Lodge Water Services District. 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 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 in its capacity as the NCPRD Board of Directors. We want to acknowledge their engagement and thank them for their continued dedication to the North Clackamas Parks and Recreation District.

Respectfully submitted,

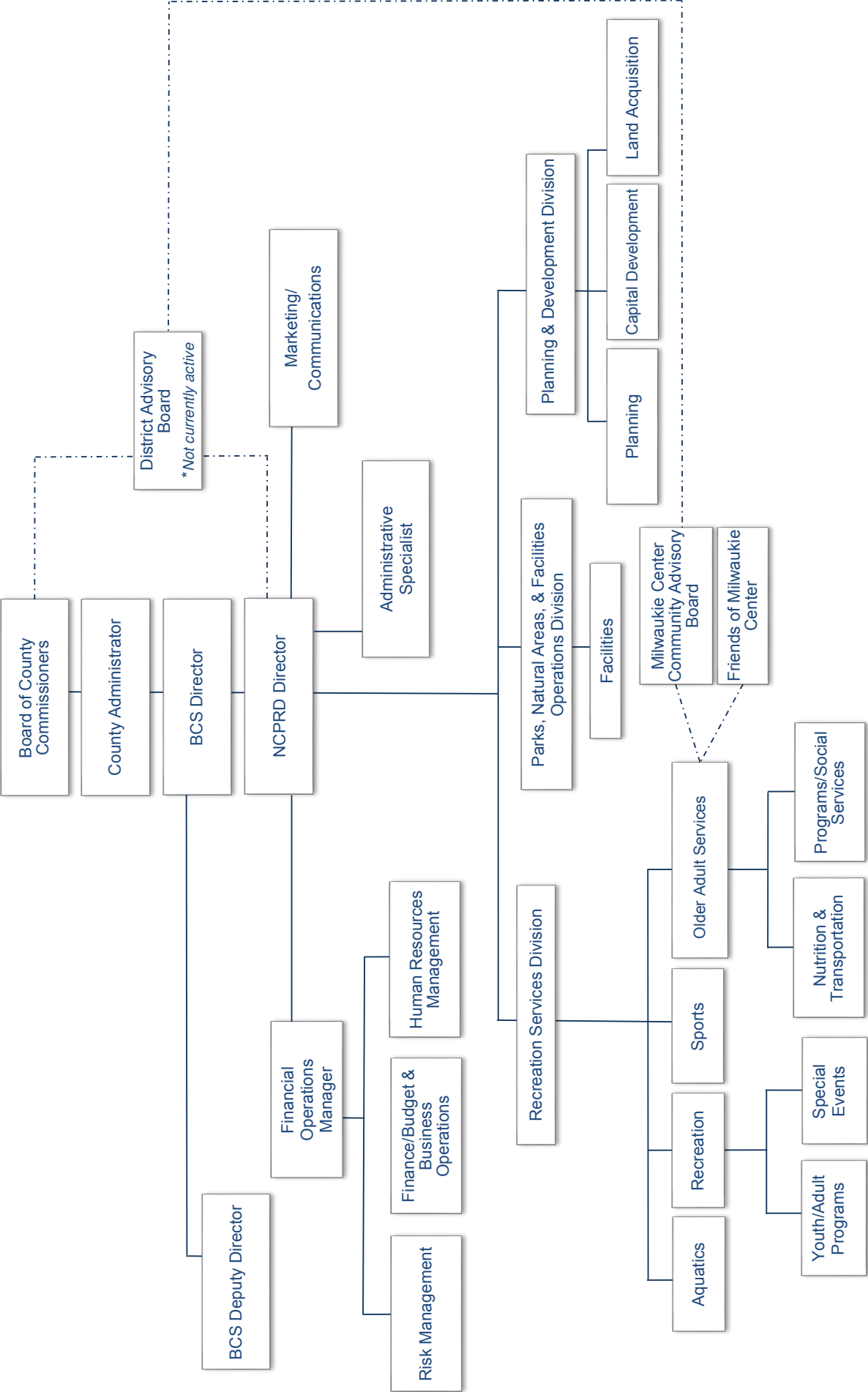


Don Krupp
District Administrator
NCPRD Budget Officer

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North Clackamas Parks and Recreation District
Organization Chart
Fiscal Year 2018/2019



North Clackamas Parks and Recreation District
Fiscal Year 2018/2019

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.

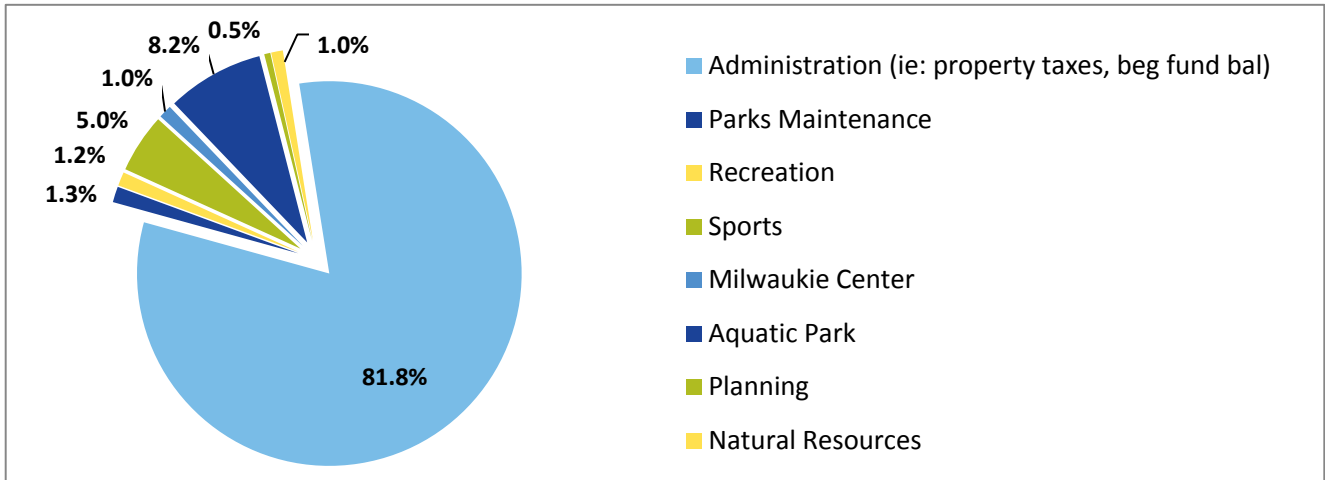
North Clackamas Parks & Recreation District

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	281-283	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 Repair and 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

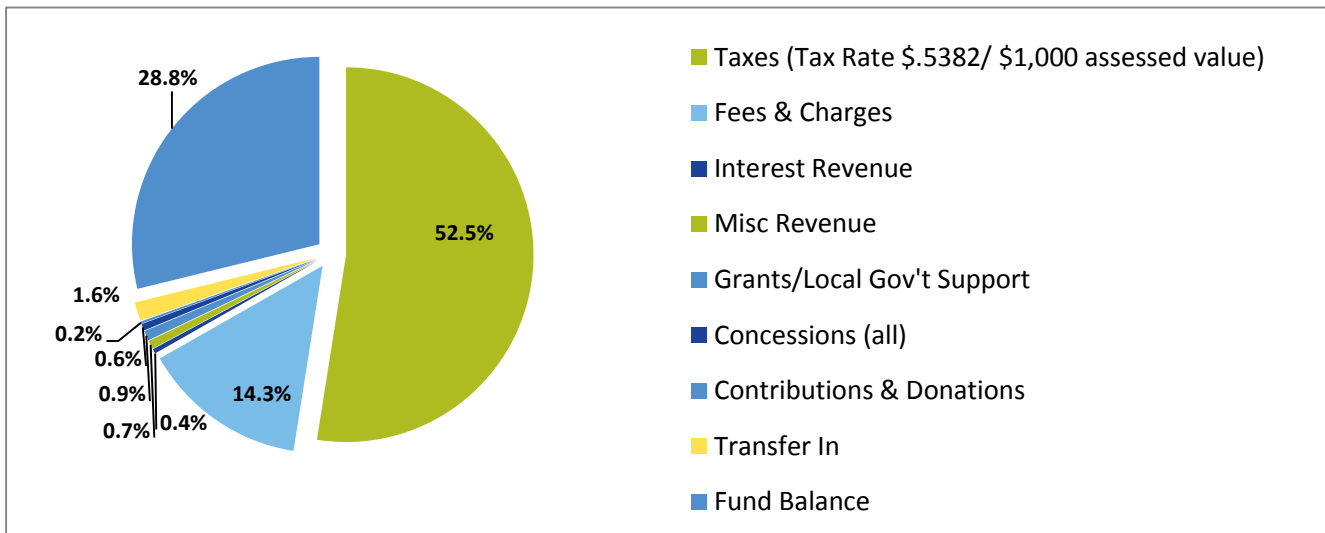
**North Clackamas Parks & Recreation District
Fiscal Year 2018/2019 Budget - General Fund 113**

Revenue by Program



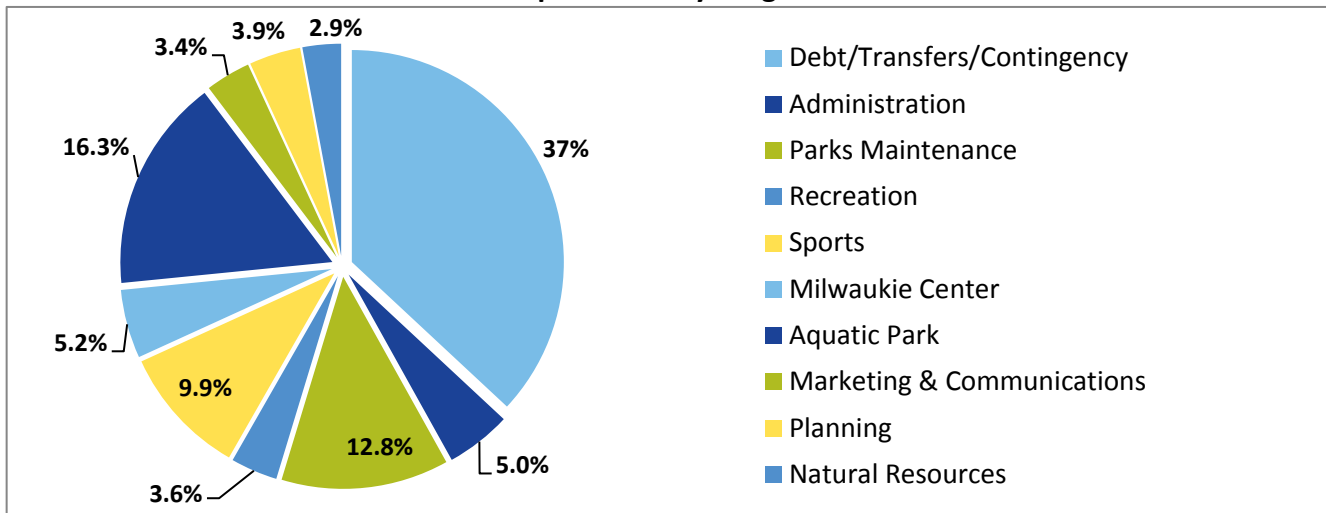
Administration (ie: property taxes, beg fund bal)	\$	11,685,340	81.8%
Parks Maintenance		189,051	1.3%
Recreation		165,500	1.2%
Sports		710,000	5.0%
Milwaukie Center		157,600	1.1%
Aquatic Park		1,164,500	8.2%
Planning		73,485	0.5%
Natural Resources		140,804	1.0%
Total	\$	14,286,280	100.0%

Revenue by Source



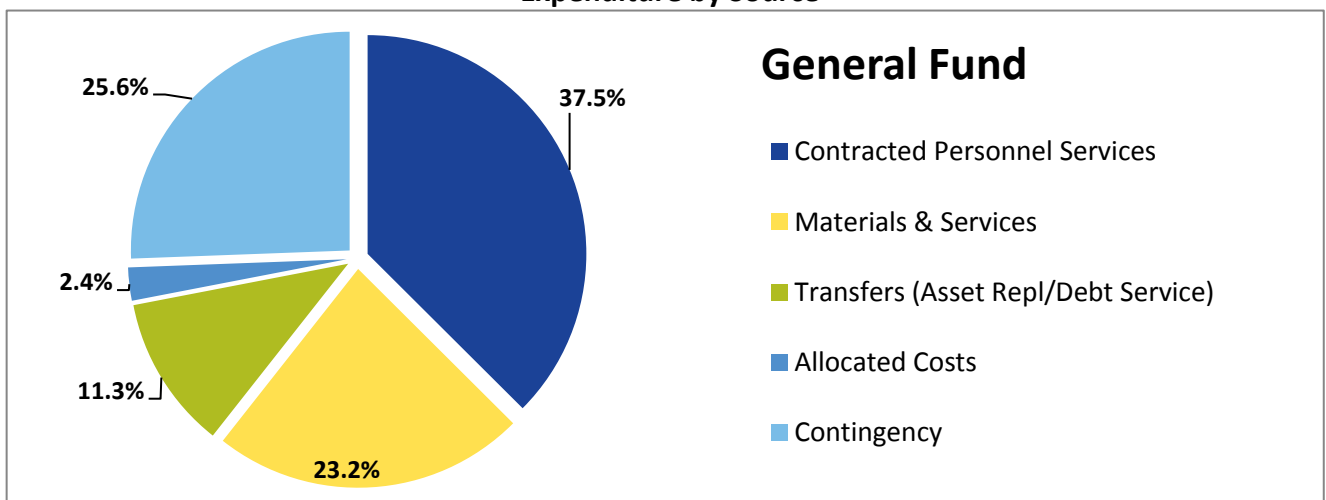
Taxes (Tax Rate \$.5382/ \$1,000 assessed value)	\$	7,498,995	52.5%
Fees & Charges		2,039,563	14.3%
Interest Revenue		58,000	0.4%
Misc Revenue		105,500	0.7%
Grants/Local Gov't Support		122,000	0.9%
Concessions (all)		83,000	0.6%
Contributions & Donations		28,000	0.2%
Transfer In		232,190	1.6%
Fund Balance		4,119,032	28.8%
Total	\$	14,286,280	100.0%

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



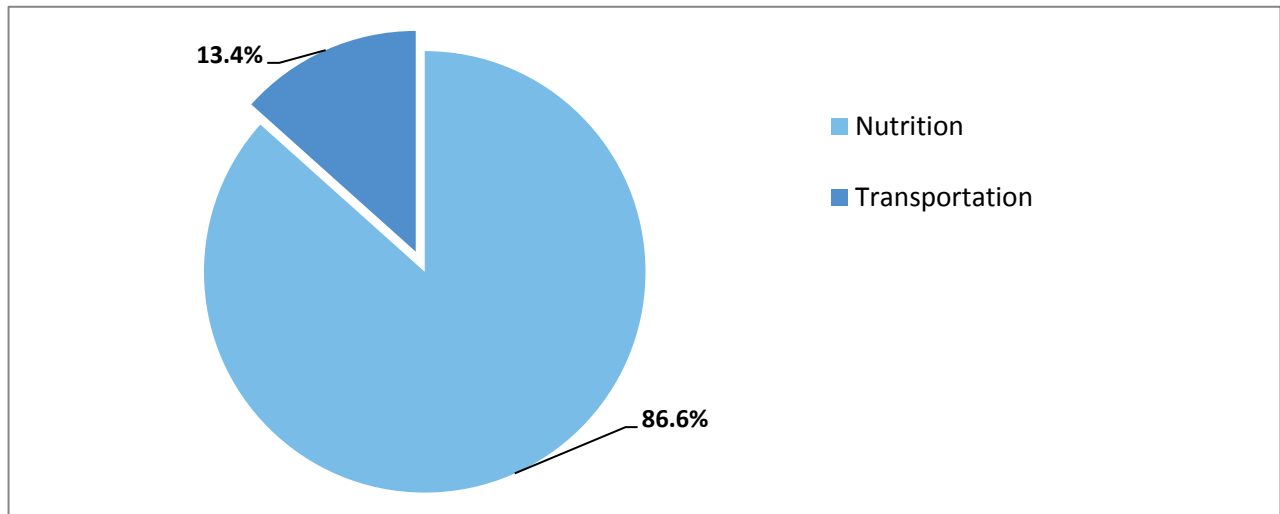
Debt/Transfers/Contingency	\$	5,276,695	36.9%
Administration		711,482	5.0%
Parks Maintenance		1,825,873	12.8%
Recreation		510,435	3.6%
Sports		1,417,019	9.9%
Milwaukie Center		748,155	5.2%
Aquatic Park		2,325,060	16.3%
Marketing & Communications		490,683	3.4%
Planning		561,873	3.9%
Natural Resources		419,005	2.9%
Total	\$	14,286,280	100.0%

Expenditure by Source



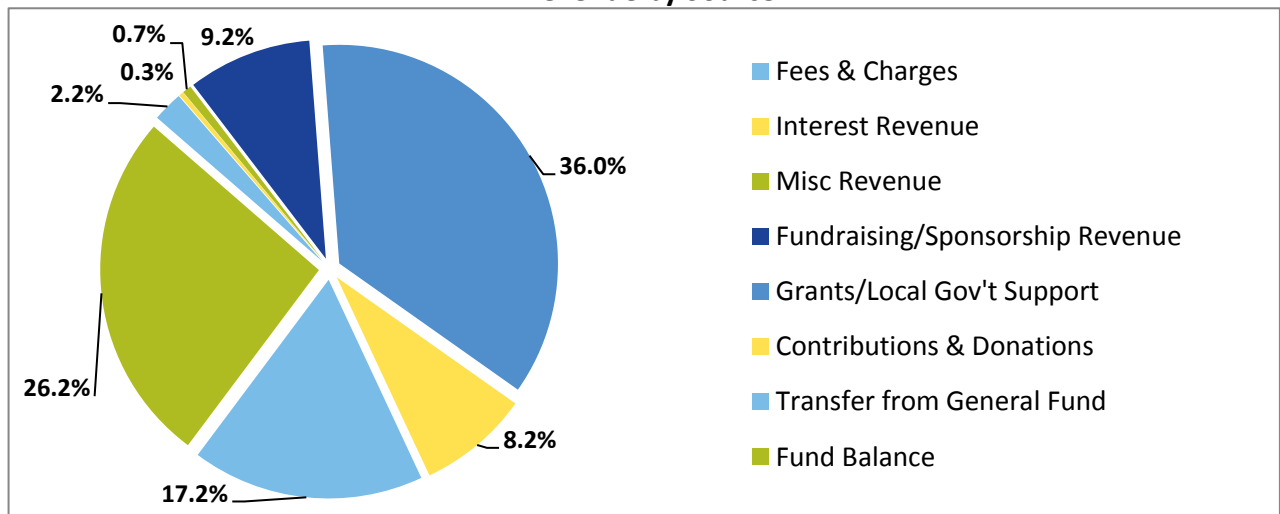
Contracted Personnel Services	\$	5,352,426	37.5%
Materials & Services		3,308,012	23.2%
Transfers (Asset Repl/Debt Service)		1,620,465	11.3%
Allocated Costs		349,147	2.4%
Contingency		3,656,230	25.6%
Total	\$	14,286,280	100%

North Clackamas Parks & Recreation District
Fiscal Year 2018/2019 Budget - Nutrition and Transportation Fund 270
Revenue by Program



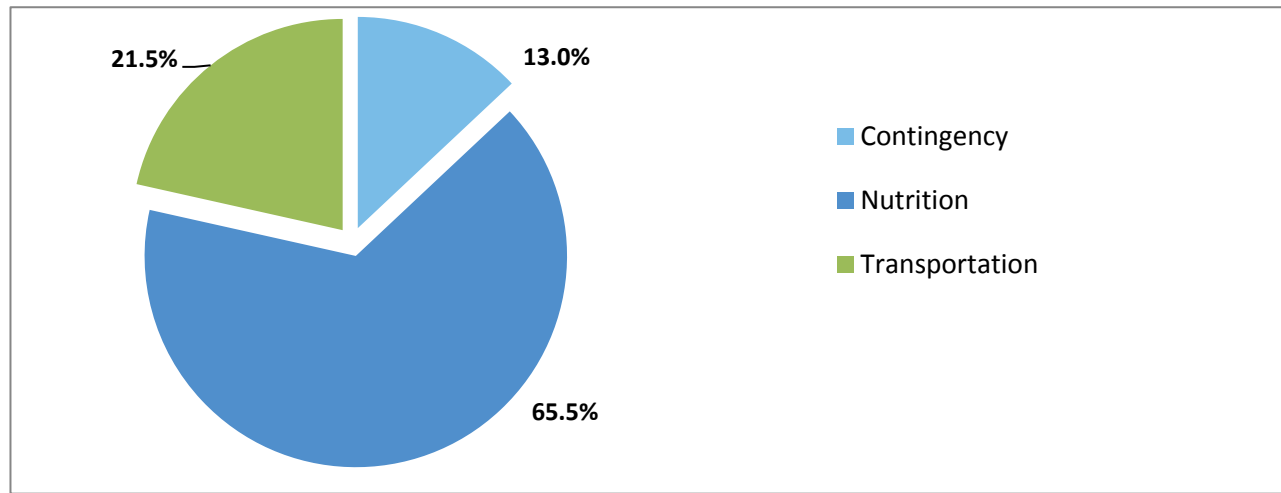
Nutrition	\$	756,196	86.6%
Transportation		116,747	13.4%
Total	\$	872,943	100.0%

Revenue by Source



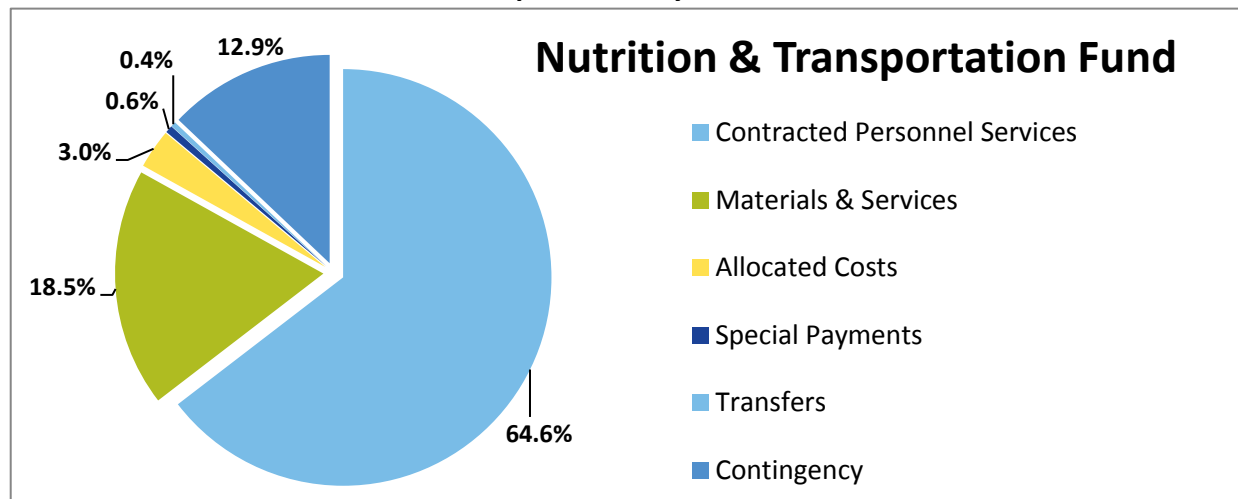
Fees & Charges	\$	19,500	2.2%
Interest Revenue		3,000	0.3%
Misc Revenue		5,750	0.7%
Fundraising/Sponsorship Revenue		80,000	9.2%
Grants/Local Gov't Support		314,247	36.0%
Contributions & Donations		72,000	8.2%
Transfer from General Fund		150,000	17.2%
Fund Balance		228,446	26.2%
Total	\$	872,943	100.0%

North Clackamas Parks & Recreation District
Fiscal Year 2018/2019 Budget - Nutrition and Transportation Fund 270
Expenditure by Program



Contingency	\$	112,790	13.0%
Nutrition		572,202	65.5%
Transportation		187,951	21.5%
Total	\$	872,943	100.0%

Expenditure by Source



Contracted Personnel Services	\$	563,728	64.6%
Materials & Services		161,443	18.5%
Allocated Costs		26,582	3.0%
Special Payments		5,000	0.6%
Transfers		3,400	0.4%
Contingency		112,790	12.9%
Total	\$	872,943	100.0%

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North Clackamas Parks & Recreation District
Interfund Transfers
Fiscal Year 2018/2019

Transfers In - 390XXX				Transfers Out - 470XXX			
Fund #	Fund Name	Amount		Fund #	Fund Name	Amount	Description
113	General	\$ 3,600		270	Nutrition/Trans.	\$	Milwaukie Center utility charges
113	General	\$ 74,011		281	SDC - Zone 1	\$	Capital personnel expenses
113	General	\$ 120,585		282	SDC - Zone 2	\$	Capital personnel expenses
113	General	\$ 33,993		283	SDC - Zone 3	\$	Capital personnel expenses
270	Nutrition/Trans.	\$ 150,000		113	General	\$	General Fund support
382	Debt - 2010	\$ 500,000		113	General	\$	Aquatic Park Debt
382	Debt - 2010	\$ 5,000		481	Capital Replacement	\$	Transfer for Debt Service
480	Capital Projects	\$ 70,465		113	General	\$	General Funds for Non-SDC expenditures
480	Capital Projects	\$ 543,699		281	SDC - Zone 1	\$	SDC transfer to Capital Projects Fund
480	Capital Projects	\$ 206,908		282	SDC - Zone 2	\$	SDC transfer to Capital Projects Fund
480	Capital Projects	\$ 651,804		283	SDC - Zone 3	\$	SDC transfer to Capital Projects Fund
481	Capital Replacement	\$ 900,000		113	General	\$	Capital replacement of assets
		<u>\$ 3,260,065</u>				<u>\$ 3,260,065</u>	

North Clackamas Parks & Recreation District
District Revenue Summary - By Program
Fiscal Year 2018/2019

Fund	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
General							
Administration	\$ 10,084,010	\$ 11,271,771	\$ 11,294,817	\$ 10,243,387	\$ 10,243,387	\$ 11,685,340	\$ 11,685,340
Parks Maintenance	13,507	17,657	124,293	189,051	189,051	189,051	189,051
Recreation	163,606	168,551	155,500	165,500	165,500	165,500	165,500
Sports	729,287	723,275	693,000	710,000	710,000	710,000	710,000
Milwaukie Center	183,493	183,625	162,300	157,600	157,600	157,600	157,600
Aquatic Park	1,142,654	1,179,796	1,159,000	1,164,500	1,164,500	1,164,500	1,164,500
Marketing & Comm	-	-	-	-	-	-	-
Planning	2,471	20,385	143,397	73,485	73,485	73,485	73,485
Natural Resources	82,083	54,402	126,642	140,804	140,804	140,804	140,804
Total	\$ 12,401,111	\$ 13,619,462	\$ 13,858,949	\$ 12,844,327	\$ 12,844,327	\$ 14,286,280	\$ 14,286,280
Nutrition & Transportation							
Nutrition	\$ 857,193	\$ 838,775	\$ 791,443	\$ 756,196	\$ 756,196	\$ 756,196	\$ 756,196
Transportation	124,067	137,794	127,395	116,747	116,747	116,747	116,747
Total	\$ 981,260	\$ 976,569	\$ 918,838	\$ 872,943	\$ 872,943	\$ 872,943	\$ 872,943
System Development Charges							
Total	\$ 12,836,582	\$ 15,798,936	\$ 17,086,402	\$ 14,413,213	\$ 14,413,213	\$ 15,918,348	\$ 15,918,348
Debt Service - Series 2010							
Total	\$ 2,103,359	\$ 2,113,701	\$ 4,109,214	\$ 2,166,076	\$ 2,166,076	\$ 2,166,076	\$ 2,166,076
Debt Service - Series 2008							
Total	\$ 675,362	\$ 675,211	\$ 5,826,709	\$ -	\$ -	\$ -	\$ -
Capital Projects							
Total	\$ 2,141,565	\$ 708,793	\$ 9,773,385	\$ 11,185,338	\$ 11,185,338	\$ 11,185,338	\$ 11,185,338
Capital Asset Repair and Replacement							
Total	\$ 2,944,464	\$ 3,951,739	\$ 4,489,644	\$ 4,609,155	\$ 4,609,155	\$ 5,059,155	\$ 5,059,155
TOTAL REVENUE	\$ 34,083,703	\$ 37,844,411	\$ 56,063,141	\$ 46,091,052	\$ 46,091,052	\$ 49,488,140	\$ 49,488,140

North Clackamas Parks & Recreation District
District Expenditure Summary - By Program
Fiscal Year 2018/2019

Fund	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
General							
Administration	\$ 1,936,033	\$ 2,512,678	\$ 5,419,533	\$ 4,546,224	\$ 4,546,224	\$ 5,988,177	\$ 5,988,177
Parks Maintenance	1,512,608	1,564,395	2,055,304	1,825,873	1,825,873	1,825,873	1,825,873
Recreation	386,777	376,358	540,934	510,435	510,435	510,435	510,435
Sports	1,076,220	1,165,400	1,342,724	1,417,019	1,417,019	1,417,019	1,417,019
Milwaukie Center	657,694	678,919	705,099	748,155	748,155	748,155	748,155
Aquatic Park	1,702,477	1,708,619	2,110,975	2,325,060	2,325,060	2,325,060	2,325,060
Marketing & Comm	226,230	381,241	606,311	490,683	490,683	490,683	490,683
Planning	249,425	258,948	586,060	561,873	561,873	561,873	561,873
Natural Resources	309,818	324,299	492,009	419,005	419,005	419,005	419,005
Total	\$ 8,057,282	\$ 8,970,857	\$ 13,858,949	\$ 12,844,327	\$ 12,844,327	\$ 14,286,280	\$ 14,286,280
Nutrition & Transportation							
Nutrition	\$ 494,785	\$ 520,681	\$ 747,351	\$ 684,992	\$ 684,992	\$ 684,992	\$ 684,992
Transportation	149,558	155,790	171,487	187,951	187,951	187,951	187,951
Total	\$ 644,343	\$ 676,471	\$ 918,838	\$ 872,943	\$ 872,943	\$ 872,943	\$ 872,943
System Development Charges							
Total	\$ 662,336	\$ 637,685	\$ 17,086,402	\$ 14,413,213	\$ 14,413,213	\$ 15,918,348	\$ 15,918,348
Debt Service - Series 2010							
Total	\$ 496,650	\$ 492,025	\$ 4,109,214	\$ 2,166,076	\$ 2,166,076	\$ 2,166,076	\$ 2,166,076
Debt Service - Series 2008							
Total	\$ 565,556	\$ 563,856	\$ 5,826,709	\$ -	\$ -	\$ -	\$ -
Capital Projects							
Total	\$ 1,640,113	\$ 188,047	\$ 9,773,385	\$ 11,185,338	\$ 11,185,338	\$ 11,185,338	\$ 11,185,338
Capital Asset Repair and Replacement							
Total	\$ 223,932	\$ 332,834	\$ 4,489,644	\$ 4,609,155	\$ 4,609,155	\$ 5,059,155	\$ 5,059,155
TOTAL EXPENDITURES	\$ 12,290,212	\$ 11,861,775	\$ 56,063,141	\$ 46,091,052	\$ 46,091,052	\$ 49,488,140	\$ 49,488,140

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NORTH CLACKAMAS PARKS AND RECREATION DISTRICT

Fiscal Year 2018/2019

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's 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 the needs and desires of the District population.
- Execute the District's Capital Improvement Plan.
- 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 2017/2018	Adopted 2018/2019
Administration	\$ 5,419,533	\$ 5,988,177
Parks Maintenance	2,055,304	1,825,873
Recreation	540,934	510,435
Sports	1,342,724	1,417,019
Milwaukie Center	705,099	748,155
Aquatic Park	2,110,975	2,325,060
Marketing & Communications	606,311	490,683
Planning	586,060	561,873
Natural Resources	492,009	419,005
Nutrition	747,351	684,992
Transportation	171,487	187,951
System Development Charges (All Zones)	17,086,402	15,918,348
Debt Service 2010 Issue	4,109,214	2,166,076
Debt Service 2008 Issue	5,826,709	-
Capital Projects	9,773,385	11,185,338
Capital Asset Repair and Replacement	4,489,644	5,059,155
	\$ 56,063,141	\$ 49,488,140
Total Regular Full-Time Equivalent (FTE) Positions*	35.70	33.70
Total Temporary and Part-Time FTE Positions**	47.07	44.47
Total NCPRD Staffing	82.77	78.17

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

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General Fund subsidy is support from unrestricted General Fund revenues, primarily property tax Subsidy does not include resources generated by operations such as charges for service (including costs allocated to users) and grants

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Business and Community Services

Department Mission

The mission of the Business and Community Services Department is to provide economic development, public spaces, and community enrichment services to residents, businesses, visitors, and partners so they can thrive and prosper in healthy and vibrant communities.

Business and Community Services

Laura Zentner - Director
 Laura Zentner - Deputy Director
 FTE 70.70
 Total BCS Request \$101,247,732
 (Includes NCPRD & Library District)
 General Fund Support \$2,628,933

BCS Administration Laura Zentner Director Laura Zentner Deputy Director Total Request \$1,465,205 Gen Fund \$ -	Fair & Event Center Laura Zentner Director Laura Zentner Deputy Director Total Request \$2,395,508 Gen Fund \$ -	Economic Development Laura Zentner Director Laura Zentner Deputy Director Total Request \$3,333,701 Gen Fund \$ -	Library Laura Zentner Director Laura Zentner Deputy Director Total Request \$8,311,956 Gen \$ 2,420,811	Parks, Golf & Recreation Laura Zentner Director Laura Zentner Deputy Director Total Request \$7,449,033 Gen Fund \$ 208,122	Assets Laura Zentner Director Laura Zentner Deputy Director Total Request \$10,668,226 Gen Fund \$ -	North Clackamas Parks & Recreation District Laura Zentner Director Scott Archer NCPRD Director Total Request \$46,091,052 Gen Fund \$ -
Office of the Director Laura Zentner Director FTE 1.65 Total Request \$671,013 Gen Fund \$ -	County Fair & Rodeo Laurie Bothwell Manager FTE 0.00 Total Request \$1,531,822 Gen Fund \$ -	Economic Development Catherine Grubowski-Johnson Manager FTE 5.00 Total Request \$1,612,083 Gen Fund \$ -	Library Systems Greg Williams Manager FTE 5.50 Total Request \$4,063,039 Gen Fur \$ 815,430	Stone Creek Golf Course Gordon Tolbert Manager FTE 0.00 Total Request \$3,666,535 Gen Fund \$ -	Forest & Timber Management Rick Gruen Manager FTE 3.26 Total Request \$8,180,021 Gen Fund \$ -	Office of the Director Scott Archer NCPRD Director FTE 0.00 Total Request \$5,036,907 Gen Fund \$ -
Budgeting, Financial Mgmt. & Planning Laura Zentner Deputy Director FTE 2.35 Total Request \$794,192 Gen Fund \$ -	County Event Center Laurie Bothwell Manager FTE 0.00 Total Request \$863,686 Gen Fund \$ -	Economic Opportunity Laura Zentner Director FTE 0.00 Total Request \$1,401,753 Gen Fund \$ -	Shared Library Services Greg Williams Manager FTE 5.50 Total Request \$2,488,426 Gen \$ 1,605,381	County Parks Rick Gruen Manager FTE 5.64 Total Request \$3,782,498 Gen Fund \$ 208,122	Property Disposition Rick Gruen Manager FTE 1.40 Total Request \$1,866,844 Gen Fund \$ -	Recreation Kandi Ho Manager FTE 0.00 Total Request \$4,252,514 Gen Fund \$ -
		Ag. & Forest Econ. Development Rick Gruen Manager FTE 0.70 Total Request \$319,865 Gen Fund \$ -	Oak Lodge Library Mitzi Olson Manager FTE 6.00 Total Request \$1,760,491 Gen \$ -		Tax Title Land Rick Gruen Manager FTE 0.00 Total Request \$621,361 Gen Fund \$ -	NCPRD Older Adult Services Kandi Ho Manager FTE 0.00 Total Request \$1,621,098 Gen Fund \$ -
			Library District Laura Zentner Director FTE 0.00 Total Request \$21,533,051 Gen \$ -			Parks, Trails & Natural Areas Kevin Cayson Manager FTE 0.00 Total Request \$2,244,878 Gen Fund \$ -
						NCPRD Asset Development Kathryn Krygier Manager FTE 0.00 Total Request \$32,935,655 Gen Fund \$ -

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North Clackamas Parks and Recreation District

Line of Business Purpose Statement

The purpose of the North Clackamas Parks and Recreation District Line of Business is to provide administration and management of the parks, trails, natural areas, recreation programs, and facilities in the northern urban portion of the county and to provide exceptional educational, recreational, and support services to its District residents.

Business and Community Services

Laura Zentner - Director
Laura Zentner - Deputy Director
Total Request \$101,247,732

General Fund Support \$2,628,933

North Clackamas Parks & Recreation District

Laura Zentner
Scott Archer
Total Request
\$46,091,052

Gen Fund \$ -

Office of the Director

Scott Archer
Office of the Director
Total Request
\$5,036,907

Gen Fund \$ -

Recreation

Kandi Ho
Recreation
Total Request
\$4,252,514

Gen Fund \$ -

NCPRD Older Adult Services

Kandi Ho
NCPRD Older Adult Services
Total Request
\$1,621,098

Gen Fund \$ -

Parks, Trails & Natural Areas

Kevin Cayson
Parks, Trails & Natural Areas
Total Request
\$2,244,878

Gen Fund \$ -

NCPRD Asset Development

Kathryn Krygier
NCPRD Asset Development
Total Request
\$32,935,655

Gen Fund \$ -



North Clackamas Parks & Recreation District

Office of the Director

Performance Narrative Statement

The purpose of the Office of the Director Program is to provide resources that will result in internal staff, other District programs, departments and policymakers receiving leadership, direction, decision, and communications support consistent with Board policy and direction so they can make informed policy decisions and provide effective, well-managed services to those who live, work, visit, or do business in NCPRD.

Key Performance Measures

		FY 16-17 Actual	FY 17-18 Target	FY 17-18 Projected Performance	FY 18-19 Target
Result	Percentage growth of total social media followers at the end of the current fiscal year	N/A	N/A	N/A	10% growth
Output/Demand	Total social media followers at the end of the current fiscal year / total social media followers at the end of the last fiscal year	N/A	N/A	N/A	Data to be collected in 18/19
Result	Percentage of budget documents prepared in accordance with Oregon Budget Law	N/A	N/A	N/A	100%

Program includes:

Mandated Services

Shared Services

Grant Funding

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation NCPRD is a **mandated service** with a dedicated tax base funding for specific District costs. In 1990, District voters approved a Parks and Recreation District for North Clackamas County with a permanent rate of .5382 per thousand of assessed value. All funds are accounted for specifically in NCPRD. NCPRD receives no general fund support.

NCPRD is listed on the Association of Counties' list as a **shared state-county service**.



North Clackamas Parks & Recreation District

Office of the Director

Budget Summary

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Amended Budget	FY 17-18 Projected Year End	FY 18-19 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Beginning Balance	3,514,919	4,343,827	4,359,377	4,648,606	4,119,032	(240,345)	-5.5%
Prior Year Revenue	-	-	-	-	-	-	0%
Taxes	6,529,925	6,855,588	6,912,152	7,163,160	6,056,042	(856,110)	-12.4%
Licenses & Permits	-	-	-	-	-	-	0%
Federal Grants & Revenues	987	954	1,000	1,000	1,000	-	0%
State Grants & Revenues	-	-	-	-	-	-	0%
Local Grants & Revenues	-	-	-	-	-	-	0%
Charges for Service	8,216	8,336	8,288	10,264	9,313	1,025	12.4%
Fines & Penalties	-	-	-	-	-	-	0%
Other Revenues	29,963	63,066	14,000	64,000	58,000	44,000	314.3%
Interfund Transfers	-	-	-	-	-	-	0%
Operating Revenue	6,569,091	6,927,944	6,935,440	7,238,424	6,124,355	(811,085)	-11.7%
Total Rev - Including Beginning Bal	10,084,010	11,271,771	11,294,817	11,887,030	10,243,387	(1,051,430)	-9.3%
Personnel Services	-	-	-	-	-	-	0%
Materials & Services	829,875	991,562	1,348,159	1,187,688	1,117,472	(230,687)	-17.1%
Indirect Costs (Internal Dept Chgs)	-	-	-	-	-	-	0%
Cost Allocation Charges	93,507	99,029	94,498	94,498	84,693	(9,805)	-10.4%
Capital Outlay	-	-	-	-	-	-	0%
Operating Expenditure	923,382	1,090,591	1,442,657	1,282,186	1,202,165	(240,492)	-16.7%
Debt Service	-	-	-	-	-	-	0%
Special Payments	-	-	-	-	-	-	0%
Interfund Transfers	1,238,882	1,803,329	1,838,697	1,654,920	1,170,465	(668,232)	-36.3%
Reserve for Future Expenditures	-	-	-	-	-	-	0%
Contingency	-	-	2,744,490	-	2,664,277	(80,213)	-2.9%
Total Exp - Including Special Categories	2,162,264	2,893,919	6,025,844	2,937,106	5,036,907	(988,937)	-16.4%
General Fund Support (if applicable)	0	0	0	0	0	-	0%
Full Time Equiv Pos (FTE) Budgeted	0.00	0.00	0.00	0.00	0.00	0.00	0%
Full Time Equiv Pos (FTE) Filled at Yr End	0.00	0.00	0.00	0.00	0.00	0.00	0%
Full Time Equiv Pos (FTE) Vacant at Yr End	0.00	0.00	0.00	0.00	0.00	0.00	0%

Significant Issues and Changes

The anticipated withdrawal of Happy Valley from NCPRD will result in a loss of property tax revenue of \$1.4 million in fiscal year 2018/2019. Although other expenses have also been reduced for this budget year only, we reduced the transfer to capital repair and replacement by half. We look forward to our newly acquired assets in the District: Concord, Wichita, and Clackamas Elementary schools and the benefits they will bring to our District.



North Clackamas Parks & Recreation District

Recreation

Performance Narrative Statement

The purpose of the Recreation Program is to provide staffed recreation facilities and services to District residents and visitors so they can improve their personal and community well-being through play, socialization, learning, health, and fitness activities.

Key Performance Measures

		FY 16-17 Actual	FY 17-18 Target	FY 17-18 Projected Performance	FY 18-19 Target
Result	Percentage growth of total program offerings that meet the program needs of District residents and satisfy program participants, evidenced by an increase in number of individual program offerings.	N/A	N/A	N/A	2% growth
Output/Demand	Total number of program offerings this fiscal year / total number of program offerings last fiscal year	N/A	N/A	N/A	Data to be collected in 18/19
Result	Percentage of total number of program participants who reported being "satisfied" or better on completed surveys	N/A	N/A	N/A	80%
Output/Demand	Total number of program participants who reported being "satisfied" or better on completed surveys / total number of program satisfaction surveys completed	N/A	N/A	N/A	Data to be collected in 18/19

Program includes:

Mandated Services

Shared Services

Grant Funding

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation The services provided by NCPRD Recreation are **mandated services**, with a permanent, dedicated tax base. All funds are accounted for specifically in NCPRD and NCPRD receives no general fund support.

NCPRD Recreation is listed on the Association of Counties' list as a **shared state-county service**.



North Clackamas Parks & Recreation District

Recreation

Budget Summary

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Amended Budget	FY 17-18 Projected Year End	FY 18-19 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Beginning Balance	-	-	-	-	-	-	0%
Prior Year Revenue	-	-	-	-	-	-	0%
Taxes	-	-	-	-	-	-	0%
Licenses & Permits	-	-	-	-	-	-	0%
Federal Grants & Revenues	-	-	-	-	-	-	0%
State Grants & Revenues	-	-	-	-	-	-	0%
Local Grants & Revenues	-	-	-	-	-	-	0%
Charges for Service	2,028,500	2,065,121	1,999,000	2,014,000	2,031,000	32,000	1.6%
Fines & Penalties	-	-	-	-	-	-	0%
Other Revenues	7,046	6,500	8,500	9,000	9,000	500	5.9%
Interfund Transfers	-	-	-	-	-	-	0%
Operating Revenue	2,035,546	2,071,621	2,007,500	2,023,000	2,040,000	32,500	1.6%
Total Rev - Including Beginning Bal	2,035,546	2,071,621	2,007,500	2,023,000	2,040,000	32,500	1.6%
Personnel Services	-	-	-	-	-	-	0%
Materials & Services	3,044,904	3,122,071	3,862,649	3,633,463	4,110,104	247,455	6.4%
Indirect Costs (Internal Dept Chgs)	-	-	-	-	-	-	0%
Cost Allocation Charges	120,570	128,306	131,984	131,984	142,410	10,426	7.9%
Capital Outlay	-	-	-	-	-	-	0%
Operating Expenditure	3,165,474	3,250,377	3,994,633	3,765,447	4,252,514	257,881	6.5%
Debt Service	-	-	-	-	-	-	0%
Special Payments	-	-	-	-	-	-	0%
Interfund Transfers	-	-	-	-	-	-	0%
Reserve for Future Expenditures	-	-	-	-	-	-	0%
Contingency	-	-	-	-	-	-	0%
Total Exp - Including Special Categories	3,165,474	3,250,377	3,994,633	3,765,447	4,252,514	257,881	6.5%
General Fund Support (if applicable)	0	0	0	0	0	-	0%
Full Time Equiv Pos (FTE) Budgeted	0.00	0.00	0.00	0.00	0.00	0.00	0%
Full Time Equiv Pos (FTE) Filled at Yr End	0.00	0.00	0.00	0.00	0.00	0.00	0%
Full Time Equiv Pos (FTE) Vacant at Yr End	0.00	0.00	0.00	0.00	0.00	0.00	0%

Significant Issues and Changes

Recreation relies heavily on part-time, temporary employees for Sports, Aquatics, and Recreational programming. As such, expenditures have increased due to the increase in minimum wage and the Affordable Care Act. Revenue has increased slightly; but with the withdrawal of Happy Valley from the District, the effect on income is unknown and challenging to budget. New opportunities exist for recreational activities in our three new facilities: Concord, Clackamas, and Wichita Elementary schools.



North Clackamas Parks & Recreation District

NCPRD Older Adult Services

Performance Narrative Statement

The purpose of the Milwaukie Center Older Adult Services Program is to provide safety net and social engagement services to District residents so they can remain independent, age in place, and participate in community life.

Key Performance Measures

		FY 16-17 Actual	FY 17-18 Target	FY 17-18 Projected Performance	FY 18-19 Target
Result	Percentage of volunteer applicants who are successfully placed.	N/A	N/A	N/A	65%
Output/Demand	Total number of volunteer placements / total number of volunteer applicants	N/A	N/A	N/A	800 placements / 1250 applicants
Result	Percentage of Meals on Wheels clients served.	N/A	N/A	N/A	100%
Output/Demand	Total number of Meals on Wheels clients served / total number of Meals on Wheels clients requesting service	N/A	N/A	N/A	452 clients served / 452 clients requesting service

Program includes:

Mandated Services

Shared Services

Grant Funding

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation NCPRD Older Adult Services is a **mandated service** with a dedicated tax base funding for specific District costs. The program is responsible for providing necessary services to the District's older residents, including nutritional programs, social services information and referrals, transportation, classes and clinics, and fitness.

NCPRD Older Adult Services is listed on the Association of Counties' list as a **shared state-county service**.

NCPRD Older Adult Services applies annually to receive **grant funding** from the Oregon state funded Social Services program, Medicaid. This grant is used to administer and provide nutritional and transportation programs to the District's older residents.



North Clackamas Parks & Recreation District

NCPRD Older Adult Services

Budget Summary

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Amended Budget	FY 17-18 Projected Year End	FY 18-19 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Beginning Balance	352,593	336,917	283,443	300,098	228,446	(54,997)	-19.4%
Prior Year Revenue	-	-	-	-	-	-	0%
Taxes	-	-	-	-	-	-	0%
Licenses & Permits	-	-	-	-	-	-	0%
Federal Grants & Revenues	-	-	-	-	-	-	0%
State Grants & Revenues	-	-	-	-	-	-	0%
Local Grants & Revenues	68,590	65,508	60,000	60,000	60,000	-	0%
Charges for Service	500,358	529,014	466,395	468,395	475,747	9,352	2.0%
Fines & Penalties	-	-	-	-	-	-	0%
Other Revenues	118,541	118,936	111,000	110,749	112,750	1,750	1.6%
Interfund Transfers	124,670	109,818	160,300	160,300	153,600	(6,700)	-4.2%
Operating Revenue	812,160	823,277	797,695	799,444	802,097	4,402	0.6%
Total Rev - Including Beginning Bal	1,164,753	1,160,194	1,081,138	1,099,542	1,030,543	(50,595)	-4.7%
Personnel Services	-	-	-	-	-	-	0%
Materials & Services	1,210,166	1,271,662	1,328,768	1,293,713	1,442,793	114,025	8.6%
Indirect Costs (Internal Dept Chgs)	-	-	-	-	-	-	0%
Cost Allocation Charges	67,200	73,911	74,523	74,523	61,915	(12,608)	-16.9%
Capital Outlay	-	-	-	-	-	-	0%
Operating Expenditure	1,277,366	1,345,573	1,403,291	1,368,236	1,504,708	101,417	7.2%
Debt Service	-	-	-	-	-	-	0%
Special Payments	-	-	5,000	-	-	(5,000)	-100.0%
Interfund Transfers	24,670	9,818	10,300	10,300	3,600	(6,700)	-65.0%
Reserve for Future Expenditures	-	-	205,346	-	-	(205,346)	-100.0%
Contingency	-	-	-	-	112,790	112,790	0%
Total Exp - Including Special Categories	1,302,036	1,355,391	1,623,937	1,378,536	1,621,098	(2,839)	-0.2%
General Fund Support (if applicable)	0	0	0	0	0	-	0%
Full Time Equiv Pos (FTE) Budgeted	0.00	0.00	0.00	0.00	0.00	0.00	0%
Full Time Equiv Pos (FTE) Filled at Yr End	0.00	0.00	0.00	0.00	0.00	0.00	0%
Full Time Equiv Pos (FTE) Vacant at Yr End	0.00	0.00	0.00	0.00	0.00	0.00	0%

Significant Issues and Changes

Older Adult Services receives funding from the State of Oregon Medicaid program and from Clackamas County grants, as well as community donations. The programs continue to expand as the demand for Meals on Wheels and educational and social services for older adults grows in the District.



North Clackamas Parks & Recreation District

Parks, Trails & Natural Areas

Performance Narrative Statement

The purpose of the NCPRD Parks, Trails, and Natural Areas Program is to maintain and operate outdoor recreation areas and provide land stewardship services to District residents and visitors so they can relax, play, enjoy nature and experience a sense of community.

Key Performance Measures

		FY 16-17 Actual	FY 17-18 Target	FY 17-18 Projected Performance	FY 18-19 Target
Result	Percentage of Maintenance Work Orders completed within 90 days	N/A	N/A	N/A	95%
Output/Demand	Total percentage of maintenance work orders completed within 90 days / total number of maintenance work orders submitted this fiscal year	N/A	N/A	N/A	Data to be tracked in 18/19
Result	Percentage of capital repair/replace projects completed within the fiscal year	N/A	N/A	N/A	90%
Output/Demand	Total number of capital repair/replace projects completed this fiscal year / total number of capital repair/replace projects on schedule this fiscal year	N/A	N/A	N/A	11 projects completed / 12 projects scheduled

Program includes:

Mandated Services

Shared Services

Grant Funding

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation NCPRD Parks, Trails, and Natural Areas is responsible for the general operation, maintenance and capital outlay needs of over 39 parks, 25 natural areas, and 15 miles of trails. NCPRD Parks, Maintenance and Natural Areas is a **mandated service** with a dedicated tax base funding for specific District costs.

NCPRD Parks, Trails, and Natural Areas is listed on the Association of Counties' list as a **shared state-county service**.

NCPRD Parks, Trails, and Natural Resources is budgeted to receive **grant funding** from the Clackamas County Water Environmental Services program. This grant will be used to improve Natural Areas in the 3 Creeks Natural Area; North Clackamas Park - Mt. Scott Creek; Rose Creek Trail; Hearthwood; and Costco Trail - Oak Bluff areas.



North Clackamas Parks & Recreation District

Parks, Trails & Natural Areas

Budget Summary

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Amended Budget	FY 17-18 Projected Year End	FY 18-19 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Beginning Balance	-	-	-	-	-	-	0%
Prior Year Revenue	-	-	-	-	-	-	0%
Taxes	-	-	-	-	-	-	0%
Licenses & Permits	-	-	-	-	-	-	0%
Federal Grants & Revenues	-	7,743	-	-	-	-	0%
State Grants & Revenues	-	-	-	-	-	-	0%
Local Grants & Revenues	57,603	53,117	76,958	69,750	69,750	(7,208)	-9.4%
Charges for Service	-	788	-	450	-	-	0%
Fines & Penalties	-	-	-	-	-	-	0%
Other Revenues	4,623	1,230	5,000	5,000	105,000	100,000	2000.0%
Interfund Transfers	33,363	9,181	168,977	43,135	155,105	(13,872)	-8.2%
Operating Revenue	95,590	72,060	250,935	118,335	329,855	78,920	31.5%
Total Rev - Including Beginning Bal	95,590	72,060	250,935	118,335	329,855	78,920	31.5%
Personnel Services	-	-	-	-	-	-	0%
Materials & Services	1,497,551	1,553,177	2,187,521	2,085,887	2,177,403	(10,118)	-0.5%
Indirect Costs (Internal Dept Chgs)	-	-	-	-	-	-	0%
Cost Allocation Charges	68,794	71,753	78,115	78,115	67,475	(10,640)	-13.6%
Capital Outlay	-	-	-	-	-	-	0%
Operating Expenditure	1,566,345	1,624,930	2,265,636	2,164,002	2,244,878	(20,758)	-0.9%
Debt Service	-	-	-	-	-	-	0%
Special Payments	256,081	263,764	281,677	135,838	-	(281,677)	-100.0%
Interfund Transfers	-	-	-	-	-	-	0%
Reserve for Future Expenditures	-	-	-	-	-	-	0%
Contingency	-	-	-	-	-	-	0%
Total Exp - Including Special Categories	1,822,426	1,888,694	2,547,313	2,299,840	2,244,878	(302,435)	-11.9%
General Fund Support (if applicable)	0	0	0	0	0	-	0%
Full Time Equiv Pos (FTE) Budgeted	0.00	0.00	0.00	0.00	0.00	0.00	0%
Full Time Equiv Pos (FTE) Filled at Yr End	0.00	0.00	0.00	0.00	0.00		
Full Time Equiv Pos (FTE) Vacant at Yr End	0.00	0.00	0.00	0.00	0.00		

Significant Issues and Changes

In fiscal year 2017/2018, NCPRD acquired three new facilities: Concord, Clackamas, and Wichita Elementary schools, and assumed landlord responsibilities for Cascade Heights, a public charter school leasing space at the Clackamas Elementary site. The revenue from that lease agreement is reflected in the revenue of the Parks, Trails, and Natural Areas program, along with associated expenditures. In addition, with the anticipated withdrawal of Happy Valley from the District, expenditures related to that zone were eliminated from this program budget.



North Clackamas Parks & Recreation District

NCPRD Asset Development

Performance Narrative Statement

The purpose of the NCPRD Asset Development Program is to provide parks, trails, recreation facilities, and natural areas planning and development to District residents and the community at-large so they can have access to and enjoy public parks, open spaces, and natural areas in their community.

Key Performance Measures

		FY 16-17 Actual	FY 17-18 Target	FY 17-18 Projected Performance	FY 18-19 Target
Result	Percentage of growth in District's developed parks, trails and natural areas in acres.	N/A	N/A	N/A	7%
Output/Demand	Additional acres of parks, trails and natural areas developed at the end of the fiscal year / current acreage of developed parks, trails and natural areas.	N/A	N/A	N/A	30 new acres / 449 currently developed
Result	Percentage of planning projects completed.	N/A	N/A	N/A	55%
Output/Demand	Total number of planning projects completed this fiscal year / total number of planning projects on schedule this fiscal year.	N/A	N/A	N/A	5 project completed / 9 projects scheduled

Program includes:

Mandated Services	<input checked="" type="checkbox"/> Yes
Shared Services	<input checked="" type="checkbox"/> Yes
Grant Funding	<input checked="" type="checkbox"/> Yes

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation	<p>NCPRD Asset Development is a mandated service with a dedicated tax base funding for specific District costs and is responsible for the planning and capital improvement project management of the District.</p> <p>NCPRD Asset Development is listed on the Association of Counties' list as a shared state-county service.</p> <p>NCPRD Asset Development is budgeted to receive grant funding from the State of Oregon Parks and Recreation Division, Metro, and other funding entities. These grants will be used for planning and development of NCPRD assets.</p>
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North Clackamas Parks & Recreation District

NCPRD Asset Development

Budget Summary

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Amended Budget	FY 17-18 Projected Year End	FY 18-19 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Beginning Balance	11,614,450	17,112,745	19,788,183	21,033,932	27,867,489	8,079,306	40.8%
Prior Year Revenue	142,970	10,156	-	-	-	-	0%
Taxes	-	-	-	-	-	-	0%
Licenses & Permits	4,043,707	3,425,943	3,030,143	1,061,693	674,818	(2,355,325)	-77.7%
Federal Grants & Revenues	30,000	-	785,440	-	-	(785,440)	-100.0%
State Grants & Revenues	45,029	4,829	-	-	265,000	265,000	0%
Local Grants & Revenues	137,402	6,597	765,060	250,000	556,005	(209,055)	-27.3%
Charges for Service	1,522,215	9,139	17,500	13,846	12,896	(4,604)	-26.3%
Fines & Penalties	-	-	-	-	-	-	0%
Other Revenues	77,347	241,664	8,194,807	12,838,725	569,669	(7,625,138)	-93.0%
Interfund Transfers	3,090,683	2,457,693	8,847,618	4,197,375	2,501,361	(6,346,257)	-71.7%
Operating Revenue	9,089,353	6,156,022	21,640,568	18,361,639	4,579,749	(17,060,819)	-78.8%
Total Rev - Including Beginning Bal	20,703,803	23,268,767	41,428,751	39,395,571	32,447,238	(8,981,513)	-21.7%
Personnel Services	-	-	-	-	-	-	0%
Materials & Services	265,651	250,963	684,190	491,536	606,233	(77,957)	-11.4%
Indirect Costs (Internal Dept Chgs)	-	-	-	-	-	-	0%
Cost Allocation Charges	19,080	17,920	17,870	17,870	19,036	1,166	6.5%
Capital Outlay	506,611	385,785	23,933,533	10,872,685	28,503,810	4,570,277	19.1%
Operating Expenditure	791,341	654,668	24,635,593	11,382,091	29,129,079	4,493,486	18.2%
Debt Service	1,061,506	1,055,181	9,902,923	5,820,901	2,165,576	(7,737,347)	-78.1%
Special Payments	-	-	5,000	-	5,000	-	0%
Interfund Transfers	1,985,165	763,546	7,327,898	2,724,590	1,636,000	(5,691,898)	-77.7%
Reserve for Future Expenditures	-	-	-	-	-	-	0%
Contingency	-	-	-	-	-	-	0%
Total Exp - Including Special Categories	3,838,013	2,473,395	41,871,414	19,927,582	32,935,655	(8,935,759)	-21.3%
General Fund Support (if applicable)	0	0	0	0	0	-	0%
Full Time Equiv Pos (FTE) Budgeted	0.00	0.00	0.00	0.00	0.00	0.00	0%
Full Time Equiv Pos (FTE) Filled at Yr End	0.00	0.00	0.00	0.00	0.00	0.00	0%
Full Time Equiv Pos (FTE) Vacant at Yr End	0.00	0.00	0.00	0.00	0.00	0.00	0%

Significant Issues and Changes

Nine capital projects are planned for fiscal year 2018/2019: an updated District master plan and capital improvement plan; System Development Charges Methodology Update; Concord Elementary School Master Plan; Milwaukie Bay Park Design Completion; Wichita Park Development; Boardman Wetland Natural Area; Robert Kronberg Phase 2 Development; Hidden Falls Mount Scott/Scouters Mountain Trail; and the North Clackamas River Trail. Land sale proceeds from the sale of Hood View Sports Park to North Clackamas School District have been budgeted in this program.

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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 2018/2019

- 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 an updated Master Plan, including updating the Capital Improvement Plan and System Development Charge methodology and ordinance.
- Resolve City of Happy Valley withdrawal and legal issues.
- Develop and implement the planning strategy for the Concord School site.

Budget Summary	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Personnel Services*	\$ 2,637	\$ 2,618	\$ -	\$ -	\$ -	\$ -	\$ -
Materials and Services	618,223	626,155	760,045	644,408	644,408	644,408	644,408
Allocated Costs	76,291	80,576	76,301	67,074	67,074	67,074	67,074
Interfund Transfer	1,238,882	1,803,329	1,838,697	1,170,465	1,170,465	1,620,465	1,620,465
Contingency	-	-	2,744,490	2,664,277	2,664,277	3,656,230	3,656,230
Total Budget	\$ 1,936,033	\$ 2,512,678	\$ 5,419,533	\$ 4,546,224	\$ 4,546,224	\$ 5,988,177	\$ 5,988,177
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.

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

General Fund - Administration
Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07701								
302001	Beginning Fund Balance	\$ 3,514,919	\$ 4,343,827	\$ 4,359,377	\$ 4,119,032	\$ 4,119,032	\$ 4,119,032	\$ 4,119,032
311100	Current Taxes	6,378,354	6,718,194	6,757,152	5,940,042	5,940,042	7,381,995	7,381,995
311310	Delinquent Taxes	124,505	114,617	134,000	100,000	100,000	100,000	100,000
311350	Int & Penalties-Prop Tax	27,066	22,777	21,000	16,000	16,000	16,000	16,000
331250	Housing In Lieu of Tax	987	954	1,000	1,000	1,000	1,000	1,000
341809	Facilities Rental	8,216	8,336	8,288	8,813	8,813	8,813	8,813
347422	Milw Parks-Special Events & Ac	-	-	-	500	500	500	500
360001	Misc. Revenue	1	100	-	-	-	-	-
361000	Interest Earned	29,962	62,966	14,000	58,000	58,000	58,000	58,000
Total Resources		<u>\$ 10,084,010</u>	<u>\$ 11,271,771</u>	<u>\$ 11,294,817</u>	<u>\$ 10,243,387</u>	<u>\$ 10,243,387</u>	<u>\$ 11,685,340</u>	<u>\$ 11,685,340</u>

General Fund - Administration
Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07701								
421100	General Office Supplies	\$ 173	\$ 2,789	\$ 3,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
421110	Postage	878	690	1,100	500	500	500	500
422400	Food	-	931	2,000	500	500	500	500
422910	Misc. Meeting Expense	304	156	750	750	750	750	750
431000	Professional Services	-	595	10,550	700	700	700	700
431100	Audit	23,690	24,300	27,000	26,000	26,000	26,000	26,000
431420	Legal	14,694	40,590	135,000	75,000	75,000	75,000	75,000
431480	Hearing/Meeting Expense	479	-	3,000	3,000	3,000	3,000	3,000
431900	Contracted Services	2,637	2,618	-	-	-	-	-
431918	Internal Cty Contracted Svcs	512,627	489,130	503,179	446,306	446,306	446,306	446,306
432100	Telephone	4,730	5,395	6,000	5,500	5,500	5,500	5,500
432700	Data Processing	1,225	2,942	2,225	4,000	4,000	4,000	4,000
433100	Travel & Per Diem	1,653	1,760	1,935	2,000	2,000	2,000	2,000
433110	Mileage Reimbursement	461	1,872	1,575	1,500	1,500	1,500	1,500
434100	Printing & Duplicating Services	2,096	3,049	3,000	3,000	3,000	3,000	3,000
435130	Liability Insurance	3,715	-	-	-	-	-	-
437210	Office Equipment Repairs	-	135	1,000	2,000	2,000	2,000	2,000
438110	Office Rent	46,758	48,332	49,206	51,057	51,057	51,057	51,057
439200	Training/Staff Development	3,513	1,637	5,500	6,695	6,695	6,695	6,695
439400	Publications & Subscriptions	750	1,853	3,525	13,400	13,400	13,400	13,400
440001	Pmnts to Other Gov't	475	-	-	-	-	-	-
470270	I/F Transfer To Fund 270	100,000	100,000	150,000	150,000	150,000	150,000	150,000
470382	I/F Transfer To Fund 382	496,300	491,675	500,000	500,000	500,000	500,000	500,000
470480	I/F Transfer To Fund 480	42,582	11,654	288,697	70,465	70,465	70,465	70,465
470481	I/F Transfer To Fund 481	600,000	1,200,000	900,000	450,000	450,000	900,000	900,000
478101	Accounting Services	6,466	9,031	8,728	4,950	4,950	4,950	4,950
478102	Information Services	25,041	25,182	17,250	15,224	15,224	15,224	15,224
478103	Building Maintenance	31,028	33,633	37,208	33,235	33,235	33,235	33,235
478104	Public & Government Rel	2,132	2,211	2,135	878	878	878	878
478105	Records Management	31	151	96	72	72	72	72
478106	Purchasing Services	2,109	1,727	1,772	3,475	3,475	3,475	3,475
478107	Courier Services	833	921	1,355	969	969	969	969
478111	Personnel Administration	20	-	-	-	-	-	-
478112	County Administration	1,635	1,698	1,700	1,649	1,649	1,649	1,649
478117	Mailroom Overhead	90	98	174	151	151	151	151
478201	Electric Utility	4,760	4,589	4,476	4,566	4,566	4,566	4,566
478202	Natural Gas	1,055	300	300	810	810	810	810
478203	Water Utility	752	685	735	687	687	687	687
478204	Trash Removal	339	350	372	408	408	408	408
499001	Contingency	-	-	2,744,490	2,664,277	2,664,277	3,656,230	3,656,230
Total Requirements		<u>\$ 1,936,033</u>	<u>\$ 2,512,678</u>	<u>\$ 5,419,533</u>	<u>\$ 4,546,224</u>	<u>\$ 4,546,224</u>	<u>\$ 5,988,177</u>	<u>\$ 5,988,177</u>
Total Resources		<u>\$ 10,084,010</u>	<u>\$ 11,271,771</u>	<u>\$ 11,294,817</u>	<u>\$ 10,243,387</u>	<u>\$ 10,243,387</u>	<u>\$ 11,685,340</u>	<u>\$ 11,685,340</u>

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

Northwest Government Finance Institute - Two Attending	\$	1,030
Oregon Government Finance Officers Association - One Attending		550
National Recreation and Park Association Conference - One Attending		1,500
Oregon Recreation and Park Association Conference - One Attending		815
Oregon Government Finance Officers Association Certification		600
Various computer and skills training, NCPRD staff		1,200
Mileage		1,500
Other		3,000
Total Budget Request for Activity	\$	10,195

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
Intertwine Alliance Membership Dues		10,000
Total Budget Request for Activity	\$	13,400

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

Business and Community Services Administration Department Allocation	\$	446,306
Total Budget Request for Activity	\$	446,306

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 SDC's or other revenues are not available	\$	70,465
Total Budget Request for Activity	\$	70,465

Transfer to Fixed Asset/Capital Replacement Fund (470481)

Funds the Repair and Replacement of District Capital Assets	\$	450,000
Total Budget Request for Activity	\$	450,000

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 2018/2019 Objectives:

- Provide ongoing support to all District facilities and programs including Recreation, Sports, Natural Resources, Aquatic Park, and the Milwaukie Center.
- Replace the Chiller at the North Clackamas Aquatic Park.
- Assess Concord/Clackamas/Wichita building systems.
- Develop District asset management program.
- Work to complete construction of Wichita Park.

Budget Summary	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Personnel Services*	\$ 839,810	\$ 870,959	\$ 1,137,438	\$ 1,162,491	\$ 1,162,491	\$ 1,162,491	\$ 1,162,491
Materials and Services	368,095	382,644	582,399	613,819	613,819	613,819	613,819
Allocated Costs	48,622	47,027	53,790	49,563	49,563	49,563	49,563
Special Payments	256,081	263,764	281,677	-	-	-	-
Total Budget	\$ 1,512,608	\$ 1,564,395	\$ 2,055,304	\$ 1,825,873	\$ 1,825,873	\$ 1,825,873	\$ 1,825,873
Regular Full-Time FTE	7.68	8.12	8.88	9.15	9.15	9.15	9.15
Temporary & Part-Time FTE**	5.88	3.62	5.00	3.62	3.62	3.62	3.62
Total Program Staffing	13.56	11.74	13.88	12.77	12.77	12.77	12.77

Major Revenue Source(s)

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

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

General Fund - Parks Maintenance

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07702								
331096	FEMA Reimbursement	\$ -	\$ 7,743	\$ -	\$ -	\$ -	\$ -	\$ -
333078	Marine Board Boat Ramp	4,750	3,958	3,958	4,750	4,750	4,750	4,750
340500	Maintenance Services	-	788	-	-	-	-	-
360001	Misc. Revenue	2,453	897	5,000	105,000	105,000	105,000	105,000
360500	Insurance Proceeds	2,170	-	-	-	-	-	-
390281	I/F Transfer From Fund 281	1,323	271	15,000	36,141	36,141	36,141	36,141
390282	I/F Transfer From Fund 282	-	267	20,000	36,345	36,345	36,345	36,345
390283	I/F Transfer From Fund 283	2,811	3,732	80,335	6,815	6,815	6,815	6,815
Total Resources		<u>\$ 13,507</u>	<u>\$ 17,657</u>	<u>\$ 124,293</u>	<u>\$ 189,051</u>	<u>\$ 189,051</u>	<u>\$ 189,051</u>	<u>\$ 189,051</u>

General Fund - Parks Maintenance
Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07702								
421100	General Office Supplies	\$ 553	\$ 264	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
422720	Uniform/Clothing Expense	2,847	2,532	4,450	4,450	4,450	4,450	4,450
422910	Miscellaneous Meeting Expense	-	7	-	-	-	-	-
424130	Maintenance Supplies	71,572	72,309	66,900	70,900	70,900	70,900	70,900
424423	Contracted Maintenance	24,177	25,991	70,700	86,000	86,000	86,000	86,000
424711	Sign Materials	734	2,986	6,000	6,000	6,000	6,000	6,000
424920	Chemicals	5,350	9,041	12,500	12,500	12,500	12,500	12,500
425100	Small Tools & Minor Equip.	2,341	10,326	18,200	18,200	18,200	18,200	18,200
431450	Licenses & Permits	832	1,039	1,800	1,800	1,800	1,800	1,800
431900	Contracted Services	839,810	870,959	1,137,438	1,162,491	1,162,491	1,162,491	1,162,491
432100	Telephone	4,730	5,035	8,580	8,580	8,580	8,580	8,580
432700	Data Processing	3,060	3,170	3,748	2,500	2,500	2,500	2,500
433100	Travel & Mileage	-	118	350	350	350	350	350
434100	Printing & Duplicating Services	59	-	100	100	100	100	100
435130	Liability Insurance	14,516	16,935	9,087	7,579	7,579	7,579	7,579
436100	Electricity	16,160	17,680	63,334	54,569	54,569	54,569	54,569
436200	Sewer	9,312	5,301	17,349	15,564	15,564	15,564	15,564
436210	Water	64,655	78,231	97,909	103,787	103,787	103,787	103,787
436310	Natural Gas Fuel	3,479	3,597	27,002	23,359	23,359	23,359	23,359
436500	Trash Removal	20,092	18,226	22,042	22,705	22,705	22,705	22,705
437100	Building Repairs & Maintenance	1,863	1,371	13,400	33,400	33,400	33,400	33,400
437200	Equipment Repairs & Maint.	25,990	20,229	23,000	23,000	23,000	23,000	23,000
437210	Office Equipment Repairs	-	803	500	500	500	500	500
437910	Park Maintenance	1,437	-	3,000	3,000	3,000	3,000	3,000
437945	Vandalism Expense	905	2,013	6,000	6,000	6,000	6,000	6,000
438190	Misc. Rent	67,277	61,992	63,698	65,526	65,526	65,526	65,526
438320	Equipment & Vehicle Rental	22,622	18,998	35,500	35,500	35,500	35,500	35,500
439200	Training/Staff Development	1,486	1,135	3,800	3,800	3,800	3,800	3,800
439400	Publications & Subscriptions	160	160	50	50	50	50	50
454013	Safety Equipment Materials	716	970	1,400	1,400	1,400	1,400	1,400
454095	Drug & Alcohol Testing	1,171	2,186	1,500	2,200	2,200	2,200	2,200
465002	Payments to Local Governments	256,081	263,764	281,677	-	-	-	-
478101	Accounting Services	16,877	18,665	19,119	13,818	13,818	13,818	13,818
478102	Information Services	11,381	10,071	17,249	10,874	10,874	10,874	10,874
478104	Public & Government Rel	2,135	2,211	2,135	878	878	878	878
478105	Records Management	81	312	212	200	200	200	200
478106	Purchasing Services	5,506	4,509	3,882	9,699	9,699	9,699	9,699
478111	Personnel Administration	10,919	9,461	9,319	12,294	12,294	12,294	12,294
478112	County Administration	1,635	1,698	1,700	1,649	1,649	1,649	1,649
478117	Mailroom Overhead	88	100	174	151	151	151	151
Total Requirements		<u>\$ 1,512,608</u>	<u>\$ 1,564,395</u>	<u>\$ 2,055,304</u>	<u>\$ 1,825,873</u>	<u>\$ 1,825,873</u>	<u>\$ 1,825,873</u>	<u>\$ 1,825,873</u>
Total Resources		<u>\$ 13,507</u>	<u>\$ 17,657</u>	<u>\$ 124,293</u>	<u>\$ 189,051</u>	<u>\$ 189,051</u>	<u>\$ 189,051</u>	<u>\$ 189,051</u>

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

Oregon Recreation and Park Association Conference - Two Attending	\$	830
Pesticide Core Credit Classes - Seven Attending		1,050
NPSI Certifications		800
ISA (Arborist) Certification and Training		800
Backflow Testing Certification - One Staff Member		350
Other		320
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		9,000
Chemical Toilet Rental - District Parks		12,400
Aeration - Pfeifer Park		6,500
Alarm Monitoring		7,000
Community Service - Trolley Trail & Mt. Talbert		3,500
Automatic Gate Repair		1,000
Paving repairs		5,000
Turf Repairs/Service - Hood View Park		4,500
Clearing Riverfront Dock Debris		7,800
Riverfront Park Expense (geese management)		19,300
Total Budget Request for Activity	\$	86,000

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 2018/2019 Objectives:

- Expand program offerings with a broader reach to enhance resident program offerings as well as partnership programming.
- 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.
- Increase cost recovery and reduce net subsidy of identified recreation programs using the Cost Recovery Pyramid.

Budget Summary	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Personnel Services*	\$ 259,871	\$ 257,485	\$ 384,741	\$ 355,963	\$ 355,963	\$ 355,963	\$ 355,963
Materials and Services	102,641	95,668	134,252	128,553	128,553	128,553	128,553
Allocated Costs	24,266	23,205	21,941	25,919	25,919	25,919	25,919
Total Budget	\$ 386,777	\$ 376,358	\$ 540,934	\$ 510,435	\$ 510,435	\$ 510,435	\$ 510,435
Regular Full-Time FTE	2.21	2.28	2.96	2.26	2.26	2.26	2.26
Temporary & Part-Time	1.66	1.58	1.75	1.88	1.88	1.88	1.88
Total Program Staffing	3.87	3.86	4.71	4.14	4.14	4.14	4.14

Major Revenue Source(s)

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

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

General Fund - Recreation

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07703								
347419	General Recreation	\$ 133,448	\$ 137,940	\$ 125,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000
347422	Special Events/Activities	16,109	17,199	12,000	15,000	15,000	15,000	15,000
347424	Class Registration	14,049	12,911	16,000	11,500	11,500	11,500	11,500
362000	Advertising Revenue	-	500	2,500	4,000	4,000	4,000	4,000
Total Resources		<u>\$ 163,606</u>	<u>\$ 168,551</u>	<u>\$ 155,500</u>	<u>\$ 165,500</u>	<u>\$ 165,500</u>	<u>\$ 165,500</u>	<u>\$ 165,500</u>

General Fund - Recreation
Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07703								
421100	General Office Supplies	\$ 2,287	\$ 608	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
421110	Postage	36	66	200	100	100	100	100
424600	Motor Vehicle Materials & Supp.	-	-	1,000	1,000	1,000	1,000	1,000
424930	Technical Supplies	2,406	900	2,400	-	-	-	-
431900	Contracted Services	259,871	257,485	384,741	355,963	355,963	355,963	355,963
431902	Misc. Contracted Svc	12,065	12,450	15,000	15,000	15,000	15,000	15,000
431920	Program Contracts	64,096	63,557	77,485	77,485	77,485	77,485	77,485
432100	Telephone	1,697	1,931	2,100	2,100	2,100	2,100	2,100
432700	Data Processing	-	-	-	5,000	5,000	5,000	5,000
433100	Travel & Per Diem	-	472	1,298	1,298	1,298	1,298	1,298
433110	Mileage Reimbursement	29	123	500	500	500	500	500
434100	Printing & Duplicating Services	59	-	2,500	2,500	2,500	2,500	2,500
435130	Liability Insurance	6,942	2,689	4,309	3,820	3,820	3,820	3,820
437210	Office Equip. Repairs & Maint.	266	320	100	250	250	250	250
438320	Equipment & Vehicle Rental	2,435	2,040	6,360	2,500	2,500	2,500	2,500
439200	Training/Staff Development	247	891	1,700	1,700	1,700	1,700	1,700
439400	Publications & Subscriptions	63	63	-	-	-	-	-
439953	Merchant Charge	1,563	1,429	1,800	1,800	1,800	1,800	1,800
450105	Special Events	5,188	5,190	12,000	8,000	8,000	8,000	8,000
454000	Program Materials & Supplies	3,262	2,940	4,000	4,000	4,000	4,000	4,000
478101	Accounting Services	3,986	4,704	4,709	3,637	3,637	3,637	3,637
478102	Information Services	11,383	10,073	8,625	13,049	13,049	13,049	13,049
478104	Public & Government Rel	2,135	2,211	2,135	879	879	879	879
478105	Records Management	19	79	52	53	53	53	53
478106	Purchasing Services	1,300	1,065	956	2,553	2,553	2,553	2,553
478107	Courier Services	513	480	731	712	712	712	712
478111	Personnel Administration	3,207	2,795	2,858	3,236	3,236	3,236	3,236
478112	County Administration	1,635	1,698	1,700	1,649	1,649	1,649	1,649
478117	Mailroom Overhead	88	100	175	151	151	151	151
Total Requirements		<u>\$ 386,777</u>	<u>\$ 376,358</u>	<u>\$ 540,934</u>	<u>\$ 510,435</u>	<u>\$ 510,435</u>	<u>\$ 510,435</u>	<u>\$ 510,435</u>
Total Resources		<u>\$ 163,606</u>	<u>\$ 168,551</u>	<u>\$ 155,500</u>	<u>\$ 165,500</u>	<u>\$ 165,500</u>	<u>\$ 165,500</u>	<u>\$ 165,500</u>

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, Photo, 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
Total Budget Request for Activity	\$	8,000

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 the personal health and quality of life for all residents of the District.

Fiscal Year 2018/2019 Objectives:

- Provide active and healthy Sports programming for all ages.
- Identify programming that meets the needs of a variety of District residents' interests and abilities.
- Further develop working partnerships and collaboration with our community partners.
- Explore ways to enable low-participation groups and disadvantaged populations to participate in Sports programming.

Budget Summary	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Personnel Services*	\$ 685,044	\$ 762,845	\$ 859,566	\$ 935,031	\$ 935,031	\$ 935,031	\$ 935,031
Materials and Services	356,990	359,803	434,330	436,209	436,209	436,209	436,209
Allocated Costs	34,185	42,752	48,828	45,779	45,779	45,779	45,779
Total Budget	\$ 1,076,220	\$ 1,165,400	\$ 1,342,724	\$ 1,417,019	\$ 1,417,019	\$ 1,417,019	\$ 1,417,019
Regular Full-Time FTE	3.66	4.03	4.05	4.16	4.16	4.16	4.16
Temporary & Part-Time FTE**	9.82	10.56	10.54	10.93	10.93	10.93	10.93
Total Program Staffing	13.48	14.59	14.59	15.09	15.09	15.09	15.09

Major Revenue Source(s)

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

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

General Fund - Sports
Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07717								
347411	Concessions	\$ 65,198	\$ 61,782	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
347420	Sports/Open Gym	444,477	449,590	423,000	440,000	440,000	440,000	440,000
347421	Rental/Reservations	208,847	211,902	210,000	210,000	210,000	210,000	210,000
347424	Class Registration	10,765	-	-	-	-	-	-
Total Resources		<u>\$ 729,287</u>	<u>\$ 723,275</u>	<u>\$ 693,000</u>	<u>\$ 710,000</u>	<u>\$ 710,000</u>	<u>\$ 710,000</u>	<u>\$ 710,000</u>

General Fund - Sports
Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07717								
421100	General Office Supplies	\$ 4,050	\$ 3,335	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200
422720	Uniform/Clothing Expense	5,900	6,890	4,000	4,000	4,000	4,000	4,000
424130	Maintenance Supplies	23,850	26,849	28,000	28,000	28,000	28,000	28,000
424930	Technical Supplies	4,048	2,930	2,700	-	-	-	-
431900	Contracted Services	685,044	762,845	859,566	935,031	935,031	935,031	935,031
431920	Program Contracts	98,508	99,008	137,000	128,500	128,500	128,500	128,500
432100	Telephone	9,694	12,146	13,000	13,000	13,000	13,000	13,000
432700	Data Processing	3,060	4,060	8,500	7,500	7,500	7,500	7,500
433100	Travel & Per Diem	-	631	2,877	2,877	2,877	2,877	2,877
433110	Mileage Reimbursement	500	799	3,000	3,000	3,000	3,000	3,000
434100	Printing & Duplicating Services	8,356	6,380	10,000	10,000	10,000	10,000	10,000
435130	Liability Insurance	10,520	9,943	8,543	6,332	6,332	6,332	6,332
436100	Electricity	43,414	42,369	46,000	45,000	45,000	45,000	45,000
436200	Water/Sewer	4,230	9,545	8,800	10,000	10,000	10,000	10,000
436210	Water	2,933	2,825	10,000	4,200	4,200	4,200	4,200
436310	Natural Gas	1,490	1,338	2,000	2,000	2,000	2,000	2,000
436500	Trash Removal	11,666	11,543	11,700	11,700	11,700	11,700	11,700
437100	Building Repairs & Maintenance	1,458	1,876	2,500	2,500	2,500	2,500	2,500
437200	Equipment Repairs & Maint.	2,002	110	3,500	3,500	3,500	3,500	3,500
437210	Office Equipment Repairs	2,254	3,001	3,000	3,000	3,000	3,000	3,000
438320	Equipment & Vehicle Rental	6,254	6,715	7,000	7,000	7,000	7,000	7,000
439200	Training/Staff Development	1,107	2,875	4,450	4,450	4,450	4,450	4,450
439400	Publications & Subscriptions	188	63	60	-	-	-	-
439953	Merchant Charge	6,403	7,949	6,500	8,000	8,000	8,000	8,000
454005	Program Supplies - Sports	105,107	96,625	107,000	127,450	127,450	127,450	127,450
478101	Accounting Services	8,831	11,745	13,778	9,027	9,027	9,027	9,027
478102	Information Services	11,383	17,628	20,124	19,574	19,574	19,574	19,574
478104	Public & Government Rel	2,135	2,211	2,135	879	879	879	879
478105	Records Management	43	196	152	131	131	131	131
478106	Purchasing Services	2,881	2,359	2,798	6,336	6,336	6,336	6,336
478111	Personnel Administration	7,189	6,815	7,968	8,032	8,032	8,032	8,032
478112	County Administration	1,635	1,698	1,699	1,649	1,649	1,649	1,649
478117	Mailroom Overhead	88	100	174	151	151	151	151
Total Requirements		<u>\$ 1,076,220</u>	<u>\$ 1,165,400</u>	<u>\$ 1,342,724</u>	<u>\$ 1,417,019</u>	<u>\$ 1,417,019</u>	<u>\$ 1,417,019</u>	<u>\$ 1,417,019</u>
Total Resources		<u>\$ 729,287</u>	<u>\$ 723,275</u>	<u>\$ 693,000</u>	<u>\$ 710,000</u>	<u>\$ 710,000</u>	<u>\$ 710,000</u>	<u>\$ 710,000</u>

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		2,622
National Recreation and Park Association Conference - One Attending		2,305
Staffing recruitment		500
Mileage		2,600
Total Budget Request for Activity	\$	10,327

Other Significant Items Detail**Program Contracts (431920)***Officials/Referees - Adult Programs*

Leagues	\$	50,000
Tournaments		5,000

Officials/Referees - Youth Programs

Hoopers Basketball		50,000
Sideout Volleyball		3,500
Fastpitch Tournaments		9,000

Program Coordination

Track and Field Camp		2,000
Camp Coordination		6,000

League Association/Tournament Fees

USSSA		1,000
ASA		2,000

Total Budget Request for Activity	\$	128,500
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Program Supplies (454005)

HVP Facility/Field Equipment & Supplies	\$	8,000
NCSD Facility Rentals		48,000
All Program Supplies		2,000
Adult Programs		11,500
<i>Youth Programs</i>		
Camps		6,000
Cheer Starz		6,100
Hoopers Basketball		37,500
Sideout Volleyball		4,650
PTF Football		650
Fastpitch Tournaments		1,050
First Aid Training & Supplies		2,000
Total Budget Request for Activity	\$	127,450

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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, recreational, and educational services for older adults and people with disabilities to assist them in remaining 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 2018/2019 Objectives:

- Analyze rental program. Work on determining ways to broaden community outreach, increase capacity and revenue.
- Build on the strength of the memory enhancement and caregiver support programs. Continue to build expertise and maintain full census in programs.

Budget Summary	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Personnel Services*	\$ 482,712	\$ 527,580	\$ 536,595	\$ 588,699	\$ 588,699	\$ 588,699	\$ 588,699
Materials and Services	134,421	106,951	124,853	123,923	123,923	123,923	123,923
Allocated Costs	40,560	44,389	43,651	35,533	35,533	35,533	35,533
Total Budget	\$ 657,694	\$ 678,919	\$ 705,099	\$ 748,155	\$ 748,155	\$ 748,155	\$ 748,155
Regular Full-Time FTE	4.63	4.57	3.90	3.92	3.92	3.92	3.92
Temporary & Part-Time FTE**	1.49	2.32	2.84	2.45	2.45	2.45	2.45
Total Program Staffing	6.12	6.89	6.74	6.37	6.37	6.37	6.37

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.

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

General Fund - Milwaukie Center

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07704								
347423	Respite Revenue	\$ 5,797	\$ 10,498	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500
347426	Rental/Reservation Fees	69,814	81,546	60,000	65,000	65,000	65,000	65,000
347427	Contract w/Clack Cty Soc Svcs	59,220	56,136	60,000	57,000	57,000	57,000	57,000
360001	Misc. Revenue	622	835	500	500	500	500	500
367000	Contributions & Donations	9,370	10,792	9,000	9,000	9,000	9,000	9,000
367009	Friends of Milwaukie Center	14,000	14,000	14,000	14,000	14,000	14,000	14,000
390270	I/F Transfer From Fund 270	24,670	9,818	10,300	3,600	3,600	3,600	3,600
Total Resources		<u>\$ 183,493</u>	<u>\$ 183,625</u>	<u>\$ 162,300</u>	<u>\$ 157,600</u>	<u>\$ 157,600</u>	<u>\$ 157,600</u>	<u>\$ 157,600</u>

General Fund - Milwaukie Center
Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07704								
421100	General Office Supplies	\$ 4,337	\$ 6,500	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
421110	Postage	80	235	500	250	250	250	250
422100	Supplies	423	556	600	600	600	600	600
422200	Janitorial Supplies	3,184	2,619	3,600	-	-	-	-
422720	Uniform/Clothing Expense	-	-	2,000	2,000	2,000	2,000	2,000
422910	Misc. Meeting Expense	-	-	100	100	100	100	100
431000	Professional Services	12,489	6,176	9,000	20,000	20,000	20,000	20,000
431900	Contracted Services	482,712	527,580	536,595	588,699	588,699	588,699	588,699
432100	Telephone	11,343	11,445	11,000	11,500	11,500	11,500	11,500
432700	Data Processing	4,844	4,875	6,660	3,500	3,500	3,500	3,500
433100	Travel & Per Diem	426	984	500	1,155	1,155	1,155	1,155
433110	Mileage Reimbursement	1,235	1,274	1,500	1,900	1,900	1,900	1,900
434100	Printing & Duplicating Services	798	590	1,000	1,000	1,000	1,000	1,000
435130	Liability Insurance	24,413	3,844	8,123	5,688	5,688	5,688	5,688
436100	Electricity	19,862	19,335	19,000	19,500	19,500	19,500	19,500
436200	Sewer	4,776	6,018	8,000	6,700	6,700	6,700	6,700
436210	Water	6,891	2,244	4,600	3,000	3,000	3,000	3,000
436310	Natural Gas	5,546	6,571	8,000	7,200	7,200	7,200	7,200
436500	Trash Removal	3,690	3,699	4,300	4,000	4,000	4,000	4,000
437100	Building Repairs & Maintenance	22,273	23,064	21,000	21,700	21,700	21,700	21,700
437210	Office Equipment Repairs	2,934	3,271	4,000	4,000	4,000	4,000	4,000
437211	Office Equip. Maint./Furn.	398	1,190	1,200	1,200	1,200	1,200	1,200
437212	Office Equipment/Copier	92	-	-	-	-	-	-
439200	Training/Staff Development	168	56	2,170	1,180	1,180	1,180	1,180
439400	Publications & Subscriptions	547	327	500	250	250	250	250
439953	Merchant Charge	1,016	756	1,000	1,000	1,000	1,000	1,000
454000	Program Materials & Supplies	27	919	-	-	-	-	-
454016	Volunteer Expenses	2,632	404	2,500	2,500	2,500	2,500	2,500
478101	Accounting Services	5,920	7,659	7,991	4,740	4,740	4,740	4,740
478102	Information Services	22,765	25,185	23,000	19,574	19,574	19,574	19,574
478104	Public & Government Rel	2,135	2,211	2,135	878	878	878	878
478105	Records Management	29	128	88	69	69	69	69
478106	Purchasing Services	1,932	1,582	1,623	3,327	3,327	3,327	3,327
478107	Courier Services	762	781	1,240	928	928	928	928
478111	Personnel Administration	5,294	5,045	5,699	4,218	4,218	4,218	4,218
478112	County Administration	1,635	1,698	1,700	1,648	1,648	1,648	1,648
478117	Mailroom Overhead	88	100	175	151	151	151	151
Total Requirements		<u>\$ 657,694</u>	<u>\$ 678,919</u>	<u>\$ 705,099</u>	<u>\$ 748,155</u>	<u>\$ 748,155</u>	<u>\$ 748,155</u>	<u>\$ 748,155</u>
Total Resources		<u>\$ 183,493</u>	<u>\$ 183,625</u>	<u>\$ 162,300</u>	<u>\$ 157,600</u>	<u>\$ 157,600</u>	<u>\$ 157,600</u>	<u>\$ 157,600</u>

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

Oregon Gerontological Association - Two attending	\$	220
Oregon		2,005
Alzheimer McGinty Conference - Two attending		110
Mileage		1,500
Other		400
Total Budget Request for Activity	\$	4,235

Professional Services (431000)

Floor Care	\$	19,000
Security for Rentals		1,000
Total Budget Request for Activity	\$	20,000

Publications and Subscriptions (439400)

Oregon Gerontological Association		110
Miscellaneous Professional Books		140
Total Budget Request for Activity	\$	250

Other Significant Items Detail**Building Repairs and Maintenance (437100)**

Repairs, Replacements and Improvements	\$	8,400
Miscellaneous Parts and Tools		5,000
HVAC/Refrigeration Repair		2,000
Inspections/Permits		700
Contracted Maintenance		600
Facility Alarm		1,000
Janitorial supplies		2,500
Electrical		1,500
Total Budget Request for Activity	\$	21,700

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 2018/2019 Objectives:

- Expand health and safety Aquatic programming.
- Implement online software for registrations, memberships, and facility rentals.
- Develop and implement a standardized training program for Aquatic Center staff.
- Implement Cost Recovery Pyramid to reduce net subsidy of Aquatic programming.

Budget Summary	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Personnel Services*	\$ 967,694	\$ 1,039,737	\$ 1,309,059	\$ 1,562,219	\$ 1,562,219	\$ 1,562,219	\$ 1,562,219
Materials and Services	672,664	606,533	740,701	692,129	692,129	692,129	692,129
Allocated Costs	62,119	62,349	61,215	70,712	70,712	70,712	70,712
Total Budget	\$ 1,702,477	\$ 1,708,619	\$ 2,110,975	\$ 2,325,060	\$ 2,325,060	\$ 2,325,060	\$ 2,325,060
Regular Full-Time FTE	5.25	5.57	5.63	5.82	5.82	5.82	5.82
Temporary & Part-Time FTE**	18.84	19.30	22.30	20.92	20.92	20.92	20.92
Total Program Staffing	24.09	24.87	27.93	26.74	26.74	26.74	26.74

Major Revenue Source(s)

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

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

General Fund - Aquatic Park

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07705								
347410	General Admissions/Open Swim	\$ 452,635	\$ 485,114	\$ 482,000	\$ 483,000	\$ 483,000	\$ 483,000	\$ 483,000
347411	Concessions	22,949	24,338	23,000	23,000	23,000	23,000	23,000
347412	Passes, laps	120,178	122,935	119,000	123,000	123,000	123,000	123,000
347413	Lessons	297,283	283,154	273,000	278,000	278,000	278,000	278,000
347414	Retail	28,621	31,842	29,000	29,000	29,000	29,000	29,000
347415	Rentals (Tubes/lockers)	27,677	27,526	29,000	28,000	28,000	28,000	28,000
347416	Climbing Wall	14,529	15,699	14,000	15,500	15,500	15,500	15,500
347417	Parties	86,362	84,888	84,000	84,000	84,000	84,000	84,000
347418	Pass Sales	36,704	43,066	55,000	43,000	43,000	43,000	43,000
347426	Rental/Reservation Fees	48,670	55,235	45,000	53,000	53,000	53,000	53,000
367000	Contributions & Donations	7,046	6,000	6,000	5,000	5,000	5,000	5,000
Total Resources		<u>\$ 1,142,654</u>	<u>\$ 1,179,796</u>	<u>\$ 1,159,000</u>	<u>\$ 1,164,500</u>	<u>\$ 1,164,500</u>	<u>\$ 1,164,500</u>	<u>\$ 1,164,500</u>

General Fund - Aquatic Park
Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07705								
421100	General Office Supplies	\$ 2,030	\$ 2,562	\$ 3,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
421110	Postage	813	507	850	800	800	800	800
422404	Party Supplies	44,415	39,175	46,000	46,000	46,000	46,000	46,000
422720	Uniform/Clothing Expense	6,431	2,551	3,500	3,500	3,500	3,500	3,500
424920	Chemicals	38,286	32,122	47,000	42,000	42,000	42,000	42,000
424930	Technical Supplies	7,733	7,649	8,800	14,000	14,000	14,000	14,000
431000	Professional Services	79,110	82,449	103,500	89,500	89,500	89,500	89,500
431450	Licenses & Permits	2,101	2,872	2,500	3,000	3,000	3,000	3,000
431900	Contracted Services	967,694	1,039,737	1,309,059	1,562,219	1,562,219	1,562,219	1,562,219
432100	Telephone	13,796	12,773	14,000	13,800	13,800	13,800	13,800
432700	Data Processing	-	2,200	2,400	-	-	-	-
433100	Travel & Per Diem	-	2,082	4,283	2,228	2,228	2,228	2,228
433110	Mileage Reimbursement	465	1,491	1,100	1,500	1,500	1,500	1,500
434100	Printing & Duplicating Services	352	1,882	2,500	2,500	2,500	2,500	2,500
435130	Liability Insurance	65,971	36,044	33,798	26,801	26,801	26,801	26,801
436100	Electricity	98,088	96,700	110,000	107,000	107,000	107,000	107,000
436200	Sewer	63,575	52,136	72,000	69,000	69,000	69,000	69,000
436210	Water	24,097	17,944	30,000	24,000	24,000	24,000	24,000
436310	Natural Gas	81,168	80,948	92,000	86,000	86,000	86,000	86,000
436500	Trash Removal	5,694	5,664	5,600	5,800	5,800	5,800	5,800
437100	Building Repairs & Maintenance	74,756	58,333	70,000	64,500	64,500	64,500	64,500
437200	Equipment Repairs & Maint.	532	70	2,000	2,000	2,000	2,000	2,000
437210	Office Equipment Repairs	3,115	2,955	3,500	3,500	3,500	3,500	3,500
438320	Equipment & Vehicle Rental	3,324	-	-	-	-	-	-
439200	Training/Staff Development	1,057	2,302	3,320	3,000	3,000	3,000	3,000
439400	Publications & Subscriptions	450	250	150	-	-	-	-
439953	Merchant Charge	16,498	18,511	17,000	18,500	18,500	18,500	18,500
450002	Merchandise for Resale	12,867	17,433	15,000	15,000	15,000	15,000	15,000
454000	Program Materials & Supplies	10,096	10,789	7,000	7,000	7,000	7,000	7,000
454015	Health/Safety Requirements	5,259	4,461	7,000	7,000	7,000	7,000	7,000
454017	Misc. Other	9,632	10,692	30,900	30,000	30,000	30,000	30,000
454095	Drug & Alcohol Testing	952	988	1,500	1,200	1,200	1,200	1,200
478101	Accounting Services	16,947	20,736	20,964	14,192	14,192	14,192	14,192
478102	Information Services	20,489	20,146	17,250	28,273	28,273	28,273	28,273
478104	Public & Government Rel	2,135	2,212	2,135	879	879	879	879
478105	Records Management	82	347	231	205	205	205	205
478106	Purchasing Services	5,528	4,527	4,257	9,961	9,961	9,961	9,961
478107	Courier Services	2,182	2,114	3,254	2,776	2,776	2,776	2,776
478111	Personnel Administration	13,029	10,465	11,249	12,626	12,626	12,626	12,626
478112	County Administration	1,639	1,702	1,700	1,649	1,649	1,649	1,649
478117	Mailroom Overhead	88	100	175	151	151	151	151
Total Requirements		\$ 1,702,477	\$ 1,708,619	\$ 2,110,975	\$ 2,325,060	\$ 2,325,060	\$ 2,325,060	\$ 2,325,060
Total Resources		\$ 1,142,654	\$ 1,179,796	\$ 1,159,000	\$ 1,164,500	\$ 1,164,500	\$ 1,164,500	\$ 1,164,500

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

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)

Staff In-Service Training	\$	5,228
Mileage		<u>1,500</u>
Total Budget Request for Activity	\$	6,728

Professional Services (431000)

Inspection	\$	1,200
Equipment		80,000
Controls		2,000
Pool Maintenance		1,300
Building Maintenance		<u>5,000</u>
Total Budget Request for Activity	\$	89,500

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 2018/2019 Objectives:

- Increase awareness around NCPRD's brand and diverse range of services by continuing a district-wide umbrella outreach campaign, leveraging a strategic mix of communication channels.
- Refresh NCPRD's website to make it responsive to modern devices and to create a more streamlined, easier user experience.
- Increase community involvement through new and/or improved NCPRD events and by playing a more active role in other community partner events.
- Increase online engagement by leveraging engagement and follower base by improving digital communication platforms, including social media and the Inside Outsider e-newsletter.

Budget Summary	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Personnel Services*	\$ 96,667	\$ 156,482	\$ 234,387	\$ 226,633	\$ 226,633	\$ 226,633	\$ 226,633
Materials and Services	112,347	206,307	353,727	246,431	246,431	246,431	246,431
Allocated Costs	17,216	18,453	18,197	17,619	17,619	17,619	17,619
Total Budget	\$ 226,230	\$ 381,241	\$ 606,311	\$ 490,683	\$ 490,683	\$ 490,683	\$ 490,683
Regular Full-Time FTE	1.21	1.31	1.44	1.25	1.25	1.25	1.25
Temporary & Part-Time FTE**	0.77	1.13	0.68	0.70	0.70	0.70	0.70
Total Program Staffing	1.98	2.44	2.12	1.95	1.95	1.95	1.95

Major Revenue Source(s)

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

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

General Fund - Marketing and Communications
Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07706								
421100	General Office Supplies	\$ 406	\$ 898	\$ 800	\$ 600	\$ 600	\$ 600	\$ 600
421110	Postage	1,737	7,185	38,000	5,000	5,000	5,000	5,000
422400	Food	-	-	500	500	500	500	500
422900	Misc. Department Supplies	-	3,264	1,216	500	500	500	500
431000	Professional Services	5,008	85,527	171,000	117,000	117,000	117,000	117,000
431900	Contracted Services	96,667	156,482	234,387	226,633	226,633	226,633	226,633
432100	Telephone	2,034	1,040	2,000	1,150	1,150	1,150	1,150
432400	Advertising	59,883	53,805	70,000	65,000	65,000	65,000	65,000
432401	Marketing & Promotion	11,523	12,965	25,000	23,000	23,000	23,000	23,000
432700	Data Processing	-	4,941	-	-	-	-	-
433100	Travel & Mileage	-	609	3,500	500	500	500	500
433110	Mileage Reimbursement	-	-	500	500	500	500	500
434100	Printing & Duplicating Services	30,540	33,435	35,000	30,000	30,000	30,000	30,000
435130	Liability Insurance	929	1,481	1,691	1,213	1,213	1,213	1,213
439200	Training/Staff Development	238	250	500	400	400	400	400
439400	Publications & Subscriptions	50	907	2,770	1,068	1,068	1,068	1,068
454016	Volunteer Expenses	-	-	1,250	-	-	-	-
478101	Accounting Services	3,325	3,956	5,035	3,229	3,229	3,229	3,229
478102	Information Services	6,830	7,555	5,750	6,525	6,525	6,525	6,525
478104	Public & Government Rel	2,135	2,211	2,135	879	879	879	879
478105	Records Management	16	66	56	47	47	47	47
478106	Purchasing Services	1,085	888	1,022	2,266	2,266	2,266	2,266
478111	Personnel Administration	2,102	1,979	2,324	2,873	2,873	2,873	2,873
478112	County Administration	1,635	1,698	1,700	1,649	1,649	1,649	1,649
478117	Mailroom Overhead	88	100	175	151	151	151	151
Total Requirements		<u>\$ 226,230</u>	<u>\$ 381,241</u>	<u>\$ 606,311</u>	<u>\$ 490,683</u>	<u>\$ 490,683</u>	<u>\$ 490,683</u>	<u>\$ 490,683</u>
Total Resources		<u>\$ -</u>	<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)

Oregon Recreation and Park Association Conference - One Attending	900
Mileage	500
Total Budget Request for Activity	\$ 1,400

Professional Services (431000)

Drum Creative - Website Maintenance	\$ 4,000
Website Development Firm (Creation of new NCPRD website)	35,000
Creative Services (Cyclops Agency - Design, Copy, Video, etc.)	35,000
Event Planner (Contractor to support event strategy, logistics and implementation)	30,000
Immigrant and Refugee Org - English to Spanish Translation Services	1,000
Public Affairs and Outreach	12,000
Total Budget Request for Activity	\$ 117,000

Publications and Subscriptions (439400)

Lynda.com Subscription	\$ 240
Prezi	240
Campaign Monitor	588
Total Budget Request for Activity	\$ 1,068

Other Significant Items Detail

Printing and Duplicating Services (434100)

Discovery Guide	\$ 23,000
Marketing Collateral	4,000
Signage	3,000
Total Budget Request for Activity	\$ 30,000

Advertising (432400)

Digital Ads	\$ 25,000
Out-of-Home Ads	11,500
Print Ads	18,000
Radio Ads	10,500
Total Budget Request for Activity	\$ 65,000

Marketing Promotion (432401)

Events/Event Materials	\$ 11,000
Promotional Giveaways	10,000
Purchasing Address Lists	1,000
Various Smaller Promotional Projects	1,000
Total Budget Request for Activity	\$ 23,000

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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 2018/2019 Objectives:

- Complete NCPRD asset inventory and mapping.
- Complete Trolley Trail survey and monumentation.
- Complete feasibility study for Bocce Ball Court.

Budget Summary	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Personnel Services*	\$ 203,125	\$ 79,254	\$ 320,958	\$ 228,163	\$ 228,163	\$ 228,163	\$ 228,163
Materials and Services	27,219	161,773	247,232	314,674	314,674	314,674	314,674
Allocated Costs	19,080	17,920	17,870	19,036	19,036	19,036	19,036
Total Budget	\$ 249,425	\$ 258,948	\$ 586,060	\$ 561,873	\$ 561,873	\$ 561,873	\$ 561,873
Regular Full-Time FTE	1.80	1.84	2.20	1.30	1.30	1.30	1.30
Temporary & Part-Time FTE**	0.70	0.61	0.50	0.55	0.55	0.55	0.55
Total Program Staffing	2.50	2.45	2.70	1.85	1.85	1.85	1.85

Major Revenue Source(s)

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

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

General Fund - Planning

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07715								
360001	Misc. Revenue	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
390281	I/F Transfer From Fund 281	-	2,403	55,315	23,027	23,027	23,027	23,027
390282	I/F Transfer From Fund 282	-	957	30,499	40,362	40,362	40,362	40,362
390283	I/F Transfer From Fund 283	1,571	17,026	57,583	10,096	10,096	10,096	10,096
Total Resources		<u>\$ 2,471</u>	<u>\$ 20,385</u>	<u>\$ 143,397</u>	<u>\$ 73,485</u>	<u>\$ 73,485</u>	<u>\$ 73,485</u>	<u>\$ 73,485</u>

General Fund - Planning

Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07715								
421100	General Office Supplies	\$ 54	\$ 176	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
421110	Postage	-	-	350	350	350	350	350
422400	Food	41	-	300	600	600	600	600
422900	Misc. Department Supplies	-	-	350	350	350	350	350
431000	Professional Services	22,109	154,953	220,000	297,440	297,440	297,440	297,440
431480	Hearing/Meeting Expense	20	-	1,500	1,500	1,500	1,500	1,500
431900	Contracted Services	203,125	79,254	320,958	228,163	228,163	228,163	228,163
432100	Telephone	1,582	1,412	1,200	2,400	2,400	2,400	2,400
432700	Data Processing	-	2,081	3,550	4,000	4,000	4,000	4,000
433100	Travel & Per Diem	1,249	102	2,600	1,500	1,500	1,500	1,500
433110	Mileage Reimbursement	238	454	2,250	1,000	1,000	1,000	1,000
434100	Printing & Duplicating Services	-	100	1,000	2,000	2,000	2,000	2,000
435130	Liability Insurance	929	2,363	2,182	1,494	1,494	1,494	1,494
439200	Training/Staff Development	610	70	1,650	1,600	1,600	1,600	1,600
439400	Publications & Subscriptions	388	63	10,000	140	140	140	140
478101	Accounting Services	5,611	4,240	4,185	3,772	3,772	3,772	3,772
478102	Information Services	4,553	5,037	5,750	6,525	6,525	6,525	6,525
478104	Public & Government Rel	2,135	2,211	2,135	879	879	879	879
478105	Records Management	27	71	46	55	55	55	55
478106	Purchasing Services	1,831	1,499	850	2,648	2,648	2,648	2,648
478111	Personnel Administration	3,200	3,064	3,029	3,356	3,356	3,356	3,356
478112	County Administration	1,635	1,698	1,700	1,649	1,649	1,649	1,649
478117	Mailroom Overhead	88	100	175	152	152	152	152
Total Requirements		<u>\$ 249,425</u>	<u>\$ 258,948</u>	<u>\$ 586,060</u>	<u>\$ 561,873</u>	<u>\$ 561,873</u>	<u>\$ 561,873</u>	<u>\$ 561,873</u>
Total Resources		<u>\$ 2,471</u>	<u>\$ 20,385</u>	<u>\$ 143,397</u>	<u>\$ 73,485</u>	<u>\$ 73,485</u>	<u>\$ 73,485</u>	<u>\$ 73,485</u>

North Clackamas Parks and Recreation District

Org: 5400

Program: Planning

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)

Oregon Recreation and Park Association Conference - Two Attending	\$	1,000
National Recreation and Park Association Conference - One Attending		1,900
Local Urban Land Institute Event - Two Attending		200
Mileage		1,000
Total Budget Request for Activity	\$	4,100

Professional Services (431000)

Contract for surveys, appraisals, and similar asset management expenses	\$	25,000
Trolley Trail		50,000
GIS and mapping (IGA with Metro)		25,000
Project Management (Master Plan, Milwaukie Bay Park & Hidden Falls)		197,440
Total Budget Request for Activity	\$	297,440

Publications and Subscriptions (439400)

Grammarly.com subscription	\$	140
Total Budget Request for Activity	\$	140

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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, trails and open spaces.

Fiscal Year 2018/2019 Objectives:

- Maintain natural areas within NCPRD sites and complete enhancement projects with partners.
- Implement Capital Repair and Replacement projects at Oak Bluff in partnership with Water Environmental Services (WES), North Clackamas Park, Orchard Summit, and the Trolley Trail.
- Continue working with WES to implement partnership efforts at Oak Bluff, Rose Creek, Three Creeks, and the Clackamas River Greenway.
- Partner with Oak Lodge Water Services District to continue efforts at the Boardman Wetlands Natural Area project; including applying for grant funding.
- Partner with state and regional partners on the Oregon white oak mapping project, wildlife corridor strategic planning, regional amphibian and bird monitoring, and trails assessments.
- Partner in the Clackamas Basin and North Clackamas Watersheds on management projects.
- Implement volunteer events located in natural areas located throughout the District, in partnership with community and neighborhood groups.
- Integrate natural resource site management activities and expenditure detail into a database to more accurately track tasks and expenditures related to sites.
- Maintain Oregon Department of Agriculture licences and complete continuing education to maintain professional knowledge of natural resource methods and techniques.

Budget Summary	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Personnel Services*	\$ 234,643	\$ 215,892	\$ 360,257	\$ 293,228	\$ 293,228	\$ 293,228	\$ 293,228
Materials and Services	55,003	83,681	107,427	107,865	107,865	107,865	107,865
Allocated Costs	20,172	24,726	24,325	17,912	17,912	17,912	17,912
Total Budget	\$ 309,818	\$ 324,299	\$ 492,009	\$ 419,005	\$ 419,005	\$ 419,005	\$ 419,005
Regular Full-Time FTE	2.21	2.31	3.20	2.30	2.30	2.30	2.30
Temporary & Part-Time FTE**	1.50	1.50	0.50	0.53	0.53	0.53	0.53
Total Program Staffing	3.71	3.81	3.70	2.83	2.83	2.83	2.83

Major Revenue Source(s)

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

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

General Fund - Natural Resources
Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07716								
333001	Local & Other Gov Grants	\$ 52,853	\$ 49,159	\$ 73,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000
360001	Misc. Revenue	-	333	-	-	-	-	-
390281	I/F Transfer From Fund 281	27,673	2,180	10,000	14,844	14,844	14,844	14,844
390282	I/F Transfer From Fund 282	-	238	31,000	43,878	43,878	43,878	43,878
390283	I/F Transfer From Fund 283	1,557	2,493	12,642	17,082	17,082	17,082	17,082
Total Resources		<u>\$ 82,083</u>	<u>\$ 54,402</u>	<u>\$ 126,642</u>	<u>\$ 140,804</u>	<u>\$ 140,804</u>	<u>\$ 140,804</u>	<u>\$ 140,804</u>

General Fund - Natural Resources
Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 113 5400 07716								
421100	General Office Supplies	\$ 412	\$ 1,130	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800
422400	Food	937	600	1,000	1,000	1,000	1,000	1,000
422720	Uniform/Clothing Expense	766	496	1,000	1,000	1,000	1,000	1,000
422930	Technical Supplies	9,882	9,607	21,650	21,650	21,650	21,650	21,650
424423	Contracted Maintenance	85	-	-	-	-	-	-
424711	Sign Materials	468	190	2,000	2,000	2,000	2,000	2,000
425100	Small Tools & Minor Equip.	-	-	1,000	1,000	1,000	1,000	1,000
431000	Professional Services	-	7,781	14,500	14,500	14,500	14,500	14,500
431450	Licenses & Permits	274	166	250	250	250	250	250
431900	Contracted Services	234,643	215,892	360,257	293,228	293,228	293,228	293,228
431920	Program Contracts	15,320	28,349	21,875	22,200	22,200	22,200	22,200
432100	Telephone	1,963	2,014	3,200	3,200	3,200	3,200	3,200
432700	Data Processing	950	1,805	2,250	2,250	2,250	2,250	2,250
433100	Travel & Mileage	63	643	550	550	550	550	550
433110	Mileage Reimbursement	673	343	1,450	1,450	1,450	1,450	1,450
435130	Liability Insurance	2,411	3,030	2,099	1,603	1,603	1,603	1,603
436500	Trash Removal	133	487	1,200	1,200	1,200	1,200	1,200
437200	Equipment Repairs & Maint.	493	234	2,000	2,000	2,000	2,000	2,000
437210	Office Equipment Repairs	-	273	500	500	500	500	500
438190	Misc. Rent	15,347	20,667	21,233	21,842	21,842	21,842	21,842
438320	Equipment & Vehicle Rental	1,915	2,631	4,300	4,300	4,300	4,300	4,300
439200	Training/Staff Development	2,285	2,022	2,180	2,180	2,180	2,180	2,180
439400	Publications & Subscriptions	628	1,212	1,890	1,890	1,890	1,890	1,890
454013	Safety Equipment Materials	-	-	500	500	500	500	500
478101	Accounting Services	3,166	4,367	4,747	3,341	3,341	3,341	3,341
478102	Information Services	9,106	12,591	11,500	6,525	6,525	6,525	6,525
478104	Public & Government Rel	2,135	2,211	2,135	879	879	879	879
478105	Records Management	15	73	52	49	49	49	49
478106	Purchasing Services	1,033	846	964	2,345	2,345	2,345	2,345
478111	Personnel Administration	2,994	2,840	3,052	2,973	2,973	2,973	2,973
478112	County Administration	1,635	1,698	1,700	1,649	1,649	1,649	1,649
478117	Mailroom Overhead	88	100	175	151	151	151	151
Total Requirements		<u>\$ 309,818</u>	<u>\$ 324,299</u>	<u>\$ 492,009</u>	<u>\$ 419,005</u>	<u>\$ 419,005</u>	<u>\$ 419,005</u>	<u>\$ 419,005</u>
Total Resources		<u>\$ 82,083</u>	<u>\$ 54,402</u>	<u>\$ 126,642</u>	<u>\$ 140,804</u>	<u>\$ 140,804</u>	<u>\$ 140,804</u>	<u>\$ 140,804</u>

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

Urban Ecosystem Research Consortium - Two Attending	\$	180
Oregon Recreation and Parks Association Conference (ORPA) - One Attending		400
American Trails International Symposium, Wildlife - One Attending		800
Geographic Information Systems Training - One Attending		450
Pesticide Recertification classes - Three Attending		350
Travel and Per Diem for 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	\$	3,825
Planting		2,500
Hazard Tree Mitigation		5,375
Trolley Trail		2,500
Chemical Toilet Rental		500
WES Project		7,500
Total Budget Request for Activity	\$	22,200

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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 2018/2019 Objectives:

- Continue serving all area older adults 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 Milwaukie Center to continue to develop the 'Clackamas County on Tap and Uncorked' special event fundraiser.

Budget Summary	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Personnel Services*	\$ 329,062	\$ 358,541	\$ 376,865	\$ 415,203	\$ 415,203	\$ 415,203	\$ 415,203
Materials and Services	130,285	133,326	129,588	130,073	130,073	130,073	130,073
Allocated Costs	16,188	19,212	20,552	18,526	18,526	18,526	18,526
Special Payments	-	-	5,000	5,000	5,000	5,000	5,000
Interfund Transfer	19,250	9,602	10,000	3,400	3,400	3,400	3,400
Contingency	-	-	205,346	112,790	112,790	112,790	112,790
Total Budget	\$ 494,785	\$ 520,681	\$ 747,351	\$ 684,992	\$ 684,992	\$ 684,992	\$ 684,992
Regular Full-Time FTE	3.24	3.45	3.12	3.20	3.20	3.20	3.20
Temporary & Part-Time FTE**	1.13	1.27	1.25	1.24	1.24	1.24	1.24
Total Program Staffing	4.37	4.72	4.37	4.44	4.44	4.44	4.44

Major Revenue Source(s)

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

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

Nutrition and Transportation Fund - Nutrition
Resources

Object Code	Item	Actual		Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised	Adopted FY 18/19
		FY 15/16	FY 16/17				Approved FY 18/19	
Cost Center 270 5405 07707								
302001	Beginning Fund Balance	\$ 352,593	\$ 336,917	\$ 283,443	\$ 228,446	\$ 228,446	\$ 228,446	\$ 228,446
333001	Local & Other Gov Grants	68,590	65,508	60,000	60,000	60,000	60,000	60,000
347427	Contract w/Clack Cty Soc Svcs	174,930	172,987	162,000	172,000	172,000	172,000	172,000
347429	Fundraising	80,624	84,101	62,000	70,000	70,000	70,000	70,000
361000	Interest Earned	2,276	3,846	1,000	3,000	3,000	3,000	3,000
362000	Advertising Revenue	500	250	6,000	5,750	5,750	5,750	5,750
367000	Contributions & Donations	9,422	8,840	5,000	5,000	5,000	5,000	5,000
367009	Friends of Milwaukie Center	5,030	5,000	5,000	5,000	5,000	5,000	5,000
367050	Congregate Donations	14,680	13,662	12,000	12,000	12,000	12,000	12,000
367055	Home Delivery Donations	48,549	47,664	45,000	45,000	45,000	45,000	45,000
390113	I/F Transfer From Fund 113	100,000	100,000	150,000	150,000	150,000	150,000	150,000
Total Resources		\$ 857,193	\$ 838,775	\$ 791,443	\$ 756,196	\$ 756,196	\$ 756,196	\$ 756,196

Nutrition and Transportation Fund - Nutrition
Requirements

Object Code	Item	Budget FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised	
							Approved FY 18/19	Adopted FY 18/19
Cost Center 270 5405 07707								
421110	Postage	\$ 18	\$ 18	\$ -	\$ -	\$ -	\$ -	\$ -
422400	Food	84,210	84,062	88,425	89,400	89,400	89,400	89,400
422403	Serving Supplies	19,112	16,162	15,700	15,400	15,400	15,400	15,400
425100	Small Tools & Minor Equip.	8,942	12,605	7,000	7,000	7,000	7,000	7,000
431900	Contracted Services	329,062	358,541	376,865	415,203	415,203	415,203	415,203
432100	Telephone	1,003	510	800	800	800	800	800
432700	Data Processing	1,355	-	-	-	-	-	-
433110	Mileage Reimbursement	-	-	100	100	100	100	100
434100	Printing & Duplicating Services	886	-	500	500	500	500	500
435130	Liability Insurance	2,395	5,547	3,863	2,673	2,673	2,673	2,673
437211	Office Equipment - Furniture	40	-	-	-	-	-	-
439200	Training/Staff Development	35	1,641	200	200	200	200	200
454016	Volunteer Expenses	2,243	-	1,000	1,500	1,500	1,500	1,500
454018	Fundraising Expenses	10,046	12,781	12,000	12,500	12,500	12,500	12,500
465002	Payments to Local Governments	-	-	5,000	5,000	5,000	5,000	5,000
470113	I/F Transfer To Fund 113	19,250	9,602	10,000	3,400	3,400	3,400	3,400
478101	Accounting Services	4,453	5,473	5,821	3,577	3,577	3,577	3,577
478102	Information Services	2,277	5,037	5,750	6,525	6,525	6,525	6,525
478104	Public & Government Rel	2,135	2,211	2,135	879	879	879	879
478105	Records Management	22	91	64	52	52	52	52
478106	Purchasing Services	1,453	1,190	1,182	2,510	2,510	2,510	2,510
478111	Personnel Administration	4,125	3,412	3,725	3,182	3,182	3,182	3,182
478112	County Administration	1,635	1,698	1,700	1,649	1,649	1,649	1,649
478117	Mailroom Overhead	88	100	175	152	152	152	152
499001	Contingency	-	-	205,346	112,790	112,790	112,790	112,790
Total Requirements		\$ 494,785	\$ 520,681	\$ 747,351	\$ 684,992	\$ 684,992	\$ 684,992	\$ 684,992
Total Resources		\$ 857,193	\$ 838,775	\$ 791,443	\$ 756,196	\$ 756,196	\$ 756,196	\$ 756,196

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		100
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 2018/2019 Objectives:

- The Travel Program is expanding its partnership with Collette travel. This will increase a revenue stream without driving more trips.
- Increase fundraising by adding bus ad sponsorships.
- Continue to be able to provide a ride to the Center or store for any district senior who requests one; regardless of their ability to pay.

Budget Summary	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Personnel Services*	\$ 104,179	\$ 109,787	\$ 129,318	\$ 148,525	\$ 148,525	\$ 148,525	\$ 148,525
Materials and Services	29,507	35,477	31,549	31,370	31,370	31,370	31,370
Allocated Costs	10,452	10,310	10,320	7,856	7,856	7,856	7,856
Interfund Transfer	5,420	216	300	200	200	200	200
Total Budget	\$ 149,558	\$ 155,790	\$ 171,487	\$ 187,951	\$ 187,951	\$ 187,951	\$ 187,951
Regular Full-Time FTE	0.54	0.34	0.32	0.34	0.34	0.34	0.34
Temporary & Part-Time FTE**	1.56	1.56	1.71	1.65	1.65	1.65	1.65
Total Program Staffing	2.10	1.90	2.03	1.99	1.99	1.99	1.99

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.

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

Nutrition and Transportation Fund - Transportation

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 270 5405 07708								
343160	Contract with Clack Cty Social	\$ 63,608	\$ 66,123	\$ 55,000	\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000
347425	Travel Program Revenue	12,182	16,746	9,000	11,000	11,000	11,000	11,000
347427	Contract w/Clack Cty Soc Svcs	16,312	19,884	29,895	33,047	33,047	33,047	33,047
347429	Fundraising	12,257	11,340	10,000	10,000	10,000	10,000	10,000
347450	Grant	5,615	9,654	10,000	6,200	6,200	6,200	6,200
367002	Van Fees	9,093	8,797	8,000	8,000	8,000	8,000	8,000
367008	Contract Rides & Rentals	-	251	500	500	500	500	500
367009	Friends of Milwaukie Center	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Total Resources		\$ 124,067	\$ 137,794	\$ 127,395	\$ 116,747	\$ 116,747	\$ 116,747	\$ 116,747

Nutrition and Transportation Fund - Transportation

Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 270 5405 07708								
424600	Motor Vehicle Materials & Supp.	\$ 8,929	\$ 10,189	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
431450	Licenses & Permits	483	610	400	500	500	500	500
431900	Contracted Services	104,179	109,787	129,318	148,525	148,525	148,525	148,525
431910	Other Contracts	2,221	4,956	4,000	5,000	5,000	5,000	5,000
431920	Program Contracts	32	-	-	-	-	-	-
432100	Telephone	769	726	1,200	800	800	800	800
432700	Data Processing	892	-	-	-	-	-	-
434100	Printing & Duplicating Services	59	-	200	200	200	200	200
435130	Liability Insurance	3,241	5,302	2,599	1,970	1,970	1,970	1,970
437200	Equipment Repairs & Maint.	9,384	12,068	11,000	11,000	11,000	11,000	11,000
439200	Training/Staff Development	611	485	650	650	650	650	650
454018	Fundraising Expenses	2,885	1,141	500	250	250	250	250
470113	I/F Transfer To Fund 113	5,420	216	300	200	200	200	200
478101	Accounting Services	1,889	1,990	1,853	1,152	1,152	1,152	1,152
478102	Information Services	2,277	2,518	2,875	2,175	2,175	2,175	2,175
478104	Public & Government Rel	2,135	2,211	2,135	879	879	879	879
478105	Records Management	9	33	20	17	17	17	17
478106	Purchasing Services	617	505	376	808	808	808	808
478111	Personnel Administration	1,802	1,255	1,186	1,024	1,024	1,024	1,024
478112	County Administration	1,635	1,698	1,700	1,649	1,649	1,649	1,649
478117	Mailroom Overhead	88	100	175	152	152	152	152
Total Requirements		\$ 149,558	\$ 155,790	\$ 171,487	\$ 187,951	\$ 187,951	\$ 187,951	\$ 187,951
Total Resources		\$ 124,067	\$ 137,794	\$ 127,395	\$ 116,747	\$ 116,747	\$ 116,747	\$ 116,747

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

Expenditure Detail of Specific Line Items

Travel Detail (439200)		
Driver Medical Checks and Required DOT drug screenings	\$	650
Total Budget Request for Activity	\$	650

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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.

Budget Summary	Actual		Actual		Budget		Proposed		Approved		Revised	
	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 18/19	FY 18/19	FY 18/19	FY 18/19	FY 18/19	FY 18/19	Adopted	
Materials and Services	\$	3,754	\$	1,625	\$	20,000	\$	2,222	\$	2,222	\$	2,222
Interfund Transfer		213,364		107,503		299,633		617,710		617,710		617,710
Capital Outlay		-		-		1,027,770		564,274		564,274		564,274
Total Budget	\$	217,118	\$	109,128	\$	1,347,403	\$	1,184,206	\$	1,184,206	\$	1,184,206

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	Revised						
		Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Approved FY 18/19	Adopted FY 18/19
Cost Center 281 5451								
302001	Beginning Fund Balance	\$ 780,976	\$ 1,263,559	\$ 1,249,743	\$ 1,028,652	\$ 1,028,652	\$ 1,028,652	\$ 1,028,652
322281	Park SDC Zone 1 Milwaukie	24,800	61,660	10,000	30,000	30,000	30,000	30,000
322286	Park SDC Zone 1 UGMA	633,498	79,635	66,660	111,100	111,100	111,100	111,100
342110	Administrative Fee	12,929	1,625	10,000	2,222	2,222	2,222	2,222
361000	Interest Earned	5,623	12,197	11,000	12,232	12,232	12,232	12,232
390480	I/F Transfer From 480	22,852	-	-	-	-	-	-
Total Resources		\$ 1,480,677	\$ 1,418,676	\$ 1,347,403	\$ 1,184,206	\$ 1,184,206	\$ 1,184,206	\$ 1,184,206

System Development Charges Fund - Zone 1

Requirements

		Revised						
Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 281 5451								
431620	Administration Fees	\$ 3,754	\$ 1,625	\$ 20,000	\$ 2,222	\$ 2,222	\$ 2,222	\$ 2,222
470113	I/F Transfer To Fund 113	28,995	4,854	80,315	74,011	74,011	74,011	74,011
470383	I/F Transfer To Fund 383	151,946	92,969	94,000	-	-	-	-
470480	I/F Transfer To Fund 480	32,423	9,680	125,318	543,699	543,699	543,699	543,699
485620	Future Capital Projects	-	-	1,027,770	564,274	564,274	564,274	564,274
Total Requirements		\$ 217,118	\$ 109,128	\$ 1,347,403	\$ 1,184,206	\$ 1,184,206	\$ 1,184,206	\$ 1,184,206
Total Resources		\$ 1,480,677	\$ 1,418,676	\$ 1,347,403	\$ 1,184,206	\$ 1,184,206	\$ 1,184,206	\$ 1,184,206

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.

	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Budget Summary							
Materials and Services	\$ 2,125	\$ 6,036	\$ 6,000	\$ 8,191	\$ 8,191	\$ 8,191	\$ 8,191
Interfund Transfer	67,129	41,017	190,168	327,494	327,494	327,494	327,494
Capital Outlay	-	-	1,393,296	1,993,808	1,993,808	1,993,808	1,993,808
Total Budget	<u>\$ 69,253</u>	<u>\$ 47,053</u>	<u>\$ 1,589,464</u>	<u>\$ 2,329,493</u>	<u>\$ 2,329,493</u>	<u>\$ 2,329,493</u>	<u>\$ 2,329,493</u>

Major Revenue Source(s)

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

System Development Charges Fund - Zone 2

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 282 5452								
302001	Beginning Fund Balance	\$ 361,538	\$ 1,147,407	\$ 1,340,195	\$ 1,899,597	\$ 1,899,597	\$ 1,899,597	\$ 1,899,597
322282	Park SDC Zone 2	263,002	384,915	239,069	409,565	409,565	409,565	409,565
342110	Administrative Fee	5,204	6,036	4,000	8,191	8,191	8,191	8,191
360001	Misc Revenue	-	47,451	-	-	-	-	-
361000	Interest Earned	5,232	12,404	6,000	11,470	11,470	11,470	11,470
361100	Interest on Contracts	3,213	191	200	670	670	670	670
390480	I/F Transfer From Fund 480	578,472	-	-	-	-	-	-
Total Resources		<u>\$ 1,216,661</u>	<u>\$ 1,598,404</u>	<u>\$ 1,589,464</u>	<u>\$ 2,329,493</u>	<u>\$ 2,329,493</u>	<u>\$ 2,329,493</u>	<u>\$ 2,329,493</u>

System Development Charges Fund - Zone 2

Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 282 5452								
431620	Administration Fees	\$ 2,125	\$ 6,036	\$ 6,000	\$ 8,191	\$ 8,191	\$ 8,191	\$ 8,191
470113	I/F Transfer To Fund 113	-	1,462	81,499	120,586	120,586	120,586	120,586
470383	I/F Transfer To Fund 383	62,125	37,593	38,000	-	-	-	-
470480	I/F Transfer To Fund 480	5,004	1,962	70,669	206,908	206,908	206,908	206,908
485620	Future Capital Projects	-	-	1,393,296	1,993,808	1,993,808	1,993,808	1,993,808
Total Requirements		<u>\$ 69,253</u>	<u>\$ 47,053</u>	<u>\$ 1,589,464</u>	<u>\$ 2,329,493</u>	<u>\$ 2,329,493</u>	<u>\$ 2,329,493</u>	<u>\$ 2,329,493</u>
Total Resources		<u>\$ 1,216,661</u>	<u>\$ 1,598,404</u>	<u>\$ 1,589,464</u>	<u>\$ 2,329,493</u>	<u>\$ 2,329,493</u>	<u>\$ 2,329,493</u>	<u>\$ 2,329,493</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.
- Zone 3 includes the City of Happy Valley, the City's urban growth management area, and the unincorporated Clackamas County area east of I-205.

Budget Summary	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Materials and Services	\$ 1,271	\$ 1,477	\$ 12,000	\$ 82,584	\$ 2,483	\$ 2,483	\$ 2,483
Interfund Transfer	374,693	480,026	6,833,097	685,796	685,796	685,796	685,796
Capital Outlay	-	-	7,304,438	10,131,134	10,211,235	11,716,370	11,716,370
Total Budget	<u>\$ 375,965</u>	<u>\$ 481,503</u>	<u>\$ 14,149,535</u>	<u>\$ 10,899,514</u>	<u>\$ 10,899,514</u>	<u>\$ 12,404,649</u>	<u>\$ 12,404,649</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 3

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 283 5453								
301284	Happy Valley SDCs Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
302001	Beginning Fund Balance	6,285,193	9,763,281	11,369,621	10,684,062	10,684,062	10,684,062	10,684,062
322283	Park SDC Zone 3	246,189	90,851	101,000	124,153	124,153	124,153	124,153
322284	Park SDC Zone 3 Happy Valley	2,723,725	2,777,859	2,613,414	-	-	1,500,000	1,500,000
322285	Park SDC Zone 3A Sunnyside	152,493	31,023	-	-	-	-	-
342110	Administrative Fee	4,082	1,477	3,500	2,483	2,483	2,483	2,483
360001	Misc. Revenue	-	(1)	-	1	1	1	1
361000	Interest Earned	41,340	105,386	51,000	87,165	87,165	92,300	92,300
361100	Interest On Contracts	1,877	11,981	11,000	1,650	1,650	1,650	1,650
390480	I/F Transfer From Fund 480	684,346	-	-	-	-	-	-
Total Resources		<u>\$ 10,139,244</u>	<u>\$ 12,781,856</u>	<u>\$ 14,149,535</u>	<u>\$ 10,899,514</u>	<u>\$ 10,899,514</u>	<u>\$ 12,404,649</u>	<u>\$ 12,404,649</u>

System Development Charges Fund - Zone 3

Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 283 5453								
431620	Administration Fees	\$ 1,271	\$ 1,477	\$ 12,000	\$ 82,584	\$ 2,483	\$ 2,483	\$ 2,483
470113	I/F Transfer To Fund 113	5,939	23,251	150,560	33,992	33,992	33,992	33,992
470383	I/F Transfer To Fund 383	351,486	433,295	434,656	-	-	-	-
470480	I/F Transfer To Fund 480	17,269	23,480	6,247,881	651,804	651,804	651,804	651,804
485620	Future Capital Projects	-	-	7,304,438	10,131,134	10,211,235	11,716,370	11,716,370
Total Requirements		<u>\$ 375,965</u>	<u>\$ 481,503</u>	<u>\$ 14,149,535</u>	<u>\$ 10,899,514</u>	<u>\$ 10,899,514</u>	<u>\$ 12,404,649</u>	<u>\$ 12,404,649</u>
Total Resources		<u>\$ 10,139,244</u>	<u>\$ 12,781,856</u>	<u>\$ 14,149,535</u>	<u>\$ 10,899,514</u>	<u>\$ 10,899,514</u>	<u>\$ 12,404,649</u>	<u>\$ 12,404,649</u>

Debt Service Fund - 2010 Issue 382-5432

Program Statement:

The purpose of the Debt Service program is to manage debt in accordance with required debt payments and bond covenants. The series 2000 bond was refunded in 2010 by the issuance of full faith and credit refunding bonds in the amount of \$5,660,000; original debt was issued in 1993 to pay for construction of the NCPRD Aquatic Park and seven parks within the district. Debt service payments are approximately \$495,000 annually and will end in fiscal year 2024/2025. See detailed debt schedule on page 121.

Budget Summary	Revised						
	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Approved FY 18/19	Adopted FY 18/19
Trustee Fees	\$ 350	\$ 350	\$ 20,500	\$ 500	\$ 500	\$ 500	\$ 500
Bond Principal	350,000	355,000	370,000	380,000	380,000	380,000	380,000
Bond Defeasance	-	-	3,592,614	1,670,576	1,670,576	1,670,576	1,670,576
Bond Interest	146,300	136,675	126,100	115,000	115,000	115,000	115,000
Total Budget	<u>\$ 496,650</u>	<u>\$ 492,025</u>	<u>\$ 4,109,214</u>	<u>\$ 2,166,076</u>	<u>\$ 2,166,076</u>	<u>\$ 2,166,076</u>	<u>\$ 2,166,076</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 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 382 5432								
302001	Beginning Fund Balance	\$ 104,528	\$ 1,606,709	\$ 1,623,984	\$ 1,643,076	\$ 1,643,076	\$ 1,643,076	\$ 1,643,076
341842	Revenue From CCDA	1,500,000	-	-	-	-	-	-
361000	Interest Earned	2,531	15,317	200	18,000	18,000	18,000	18,000
381100	Land Sale Proceeds	-	-	1,980,030	-	-	-	-
390113	I/F Transfer From Fund 113	496,300	491,675	500,000	500,000	500,000	500,000	500,000
390481	I/F Transfer From Fund 481	-	-	5,000	5,000	5,000	5,000	5,000
Total Resources		\$ 2,103,359	\$ 2,113,701	\$ 4,109,214	\$ 2,166,076	\$ 2,166,076	\$ 2,166,076	\$ 2,166,076

Debt Service Fund - 2010 Issue

Requirements

		Revised						
Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Approved FY 18/19	Adopted FY 18/19
Cost Center 382 5432								
431610	Trustee Fees	\$ 350	\$ 350	\$ 20,500	\$ 500	\$ 500	\$ 500	\$ 500
461000	Bond Principal	350,000	355,000	370,000	380,000	380,000	380,000	380,000
461100	Bond Defeasance	-	-	3,592,614	1,670,576	1,670,576	1,670,576	1,670,576
462000	Bond Interest	146,300	136,675	126,100	115,000	115,000	115,000	115,000
Total Requirements		\$ 496,650	\$ 492,025	\$ 4,109,214	\$ 2,166,076	\$ 2,166,076	\$ 2,166,076	\$ 2,166,076
Total Resources		\$ 2,103,359	\$ 2,113,701	\$ 4,109,214	\$ 2,166,076	\$ 2,166,076	\$ 2,166,076	\$ 2,166,076

**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. In 2018, in a strategic partnership with North Clackamas School District (NCSD), NCPRD exchanged the Hood View Park for NCSD-owned properties and was able to pay this obligation in full.

Budget Summary	Revised						
	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Approved FY 18/19	Adopted FY 18/19
Trustee Fees	\$ 350	\$ 350	\$ 12,500	\$ -	\$ -	\$ -	\$ -
Bond Principal	355,000	365,000	380,000	-	-	-	-
Bond Defeasance	-	-	5,247,903	-	-	-	-
Bond Interest	210,206	198,506	186,306	-	-	-	-
Total Budget	<u>\$ 565,556</u>	<u>\$ 563,856</u>	<u>\$ 5,826,709</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Major Revenue Source(s)

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

Debt Service Fund - 2008 Issue

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 383 5433								
302001	Beginning Fund Balance	\$ 108,956	\$ 109,806	\$ 110,436	\$ -	\$ -	\$ -	\$ -
361000	Interest Earned	849	1,548	200	-	-	-	-
381100	Land Sale Proceeds	-	-	5,149,417	-	-	-	-
390281	I/F Transfer From Fund 281	151,946	92,969	94,000	-	-	-	-
390282	I/F Transfer From Fund 282	62,125	37,593	38,000	-	-	-	-
390283	I/F Transfer From Fund 283	351,486	433,295	434,656	-	-	-	-
Total Resources		<u>\$ 675,362</u>	<u>\$ 675,211</u>	<u>\$ 5,826,709</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Debt Service Fund - 2008 Issue

Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 383 5433								
431610	Trustee Fees	\$ 350	\$ 350	\$ 12,500	\$ -	\$ -	\$ -	\$ -
461000	Bond Principal	355,000	365,000	380,000	-	-	-	-
461100	Bond Defeasance	-	-	5,247,903	-	-	-	-
462000	Bond Interest	210,206	198,506	186,306	-	-	-	-
490001	Reserve for Future Exp.	-	-	-	-	-	-	-
Total Requirements		<u>\$ 565,556</u>	<u>\$ 563,856</u>	<u>\$ 5,826,709</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Resources		<u>\$ 675,362</u>	<u>\$ 675,211</u>	<u>\$ 5,826,709</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</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 2018/2019

- Complete Systems Development Charges Methodology Update.
- Develop updated District Master Plan and Capital Improvement Plan.
- Complete needs assessment and technical investigation for Concord Elementary School Master Plan.
- Complete Final Design for Milwaukie Bay Park.
- Assume ownership of Hidden Falls property with Mt. Scott/Scouters Mt. Trail improvements.
- Complete development of Wichita Park.
- Design and construct Boardman Wetland Natural Area, in partnership with Oak Lodge Water Services District.
- Construct Robert Kronberg Park natural areas - Phase II.
- Acquisition, development, and management recommendations for North Clackamas River Trail.

	Actual	Actual	Budget	Proposed	Approved	Revised	Adopted
Budget Summary	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 18/19	FY 18/19	FY 18/19
Materials and Services	\$ 19,757	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	334,686	188,047	9,773,385	11,185,338	11,185,338	11,185,338	11,185,338
Interfund Transfer	1,285,669	-	-	-	-	-	-
Total Budget	<u>\$ 1,640,113</u>	<u>\$ 188,047</u>	<u>\$ 9,773,385</u>	<u>\$ 11,185,338</u>	<u>\$ 11,185,338</u>	<u>\$ 11,185,338</u>	<u>\$ 11,185,338</u>

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 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Resource Summary							
Fund Balance	\$ 1,785,343	\$ 511,637	\$ 514,560	\$ 522,976	\$ 8,522,976	\$ 8,522,976	\$ 8,522,976
Program 00	-	-	70,000	8,000,000	-	-	-
District-wide	2,204	-	-	-	-	-	-
Zone 1 Milwaukie	218,688	18,977	865,957	137,126	137,126	137,126	137,126
Zone 1 UGMA	29,601	4,671	523,498	807,118	807,118	807,118	807,118
Zone 2 UGMA	34,299	1,962	565,669	995,389	995,389	995,389	995,389
Zone 3 UGMA	2,998	1,815	395,243	83,848	83,848	83,848	83,848
Zone 3 Happy Valley	28,124	168,503	6,835,259	638,881	638,881	638,881	638,881
Zone 3A Sunnyside Village	40,308	1,229	3,199	-	-	-	-
Total Resources	\$ 2,141,565	\$ 708,793	\$ 9,773,385	\$ 11,185,338	\$ 11,185,338	\$ 11,185,338	\$ 11,185,338
Requirements Summary							
Program 00	\$ -	\$ -	\$ 70,000	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000
Zone 1 Milwaukie	143,736	9,839	1,380,517	660,102	660,102	660,102	660,102
Zone 1 UGMA	146,941	4,671	523,498	807,118	807,118	807,118	807,118
Zone 2 UGMA	583,475	1,962	565,669	995,389	995,389	995,389	995,389
Zone 3 UGMA	428,792	1,815	395,243	83,848	83,848	83,848	83,848
Zone 3 Happy Valley	286,676	168,503	6,835,259	638,881	638,881	638,881	638,881
Zone 3A Sunnyside Village	50,493	1,258	3,199	-	-	-	-
Total Requirements	\$ 1,640,113	\$ 188,047	\$ 9,773,385	\$ 11,185,338	\$ 11,185,338	\$ 11,185,338	\$ 11,185,338

Capital Projects Fund - Cost Center

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 00								
302001	Beginning Fund Balance	\$ 515,533	\$ -	\$ -	\$ -	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000
361000	Interest Earned	2,204	-	-	-	-	-	-
381100	Land Sale Proceeds	-	-	-	8,000,000	-	-	-
390113	I/F Transfer from Fund 113	-	-	70,000	-	-	-	-
Total Resources		<u>\$ 517,737</u>	<u>\$ -</u>	<u>\$ 70,000</u>	<u>\$ 8,000,000</u>	<u>\$ 8,000,000</u>	<u>\$ 8,000,000</u>	<u>\$ 8,000,000</u>

Capital Projects Fund - Cost Center

Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 00								
481160	Planning	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -
485620	Future Capital Projects	-	-	-	8,000,000	8,000,000	8,000,000	8,000,000
Total Requirements		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 70,000</u>	<u>\$ 8,000,000</u>	<u>\$ 8,000,000</u>	<u>\$ 8,000,000</u>	<u>\$ 8,000,000</u>

Capital Projects Fund - Zone 1 Milwaukie

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 07710								
302001	Beginning Fund Balance	\$ 22,852	\$ 511,637	\$ 514,560	\$ 522,976	\$ 522,976	\$ 522,976	\$ 522,976
331001	Federal Revenue	30,000	-	785,440	-	-	-	-
332001	State Revenue	45,000	4,829	-	-	-	-	-
333001	Local & Other Gov Grants	106,963	6,597	-	100,000	100,000	100,000	100,000
361000	Interest Earned	-	3,983	-	-	-	-	-
390113	I/F Transfer From Fund 113	10,737	(1,441)	60,000	-	-	-	-
390281	I/F Transfer From Fund 281	2,822	5,009	20,517	37,126	37,126	37,126	37,126
390481	I/F Transfer From Fund 481	23,166	-	-	-	-	-	-
Total Resources		<u>\$ 241,540</u>	<u>\$ 530,614</u>	<u>\$ 1,380,517</u>	<u>\$ 660,102</u>	<u>\$ 660,102</u>	<u>\$ 660,102</u>	<u>\$ 660,102</u>

Capital Projects Fund - Zone 1 Milwaukie

Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 07710								
470281	I/F Transfer To Fund 281	\$ 22,852	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
481160	Planning	64	180	10,517	27,126	27,126	27,126	27,126
481180	Design	15,083	9,659	20,000	15,000	15,000	15,000	15,000
481200	Construction	105,737	-	150,000	95,000	95,000	95,000	95,000
485100	Land	-	-	1,200,000	-	-	-	-
485620	Future Capital Projects	-	-	-	522,976	522,976	522,976	522,976
Total Requirements		<u>\$ 143,736</u>	<u>\$ 9,839</u>	<u>\$ 1,380,517</u>	<u>\$ 660,102</u>	<u>\$ 660,102</u>	<u>\$ 660,102</u>	<u>\$ 660,102</u>
Total Resources		<u>\$ 241,540</u>	<u>\$ 530,614</u>	<u>\$ 1,380,517</u>	<u>\$ 660,102</u>	<u>\$ 660,102</u>	<u>\$ 660,102</u>	<u>\$ 660,102</u>

Capital Projects Fund - Zone 1 UGMA

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 07718								
302001	Beginning Fund Balance	\$ (15,860)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
332169	Oregon State Parks & Rec	-	-	-	265,000	265,000	265,000	265,000
333001	Local & Other Gov Grants	-	-	250,000	10,000	10,000	10,000	10,000
381100	Land Sale Proceeds	-	-	10,000	-	-	-	-
390113	I/F Transfer From Fund 113	-	-	158,697	25,545	25,545	25,545	25,545
390281	I/F Transfer From Fund 281	29,601	4,671	104,801	506,573	506,573	506,573	506,573
Total Resources		<u>\$ 13,741</u>	<u>\$ 4,671</u>	<u>\$ 523,498</u>	<u>\$ 807,118</u>	<u>\$ 807,118</u>	<u>\$ 807,118</u>	<u>\$ 807,118</u>

Capital Projects Fund - Zone 1 UGMA

Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 07718								
431000	Professional Services	\$ 11,647	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
481160	Planning	2,094	4,671	13,498	22,118	22,118	22,118	22,118
481180	Design	-	-	63,677	185,000	185,000	185,000	185,000
481200	Construction	133,200	-	446,323	600,000	600,000	600,000	600,000
Total Requirements		<u>\$ 146,941</u>	<u>\$ 4,671</u>	<u>\$ 523,498</u>	<u>\$ 807,118</u>	<u>\$ 807,118</u>	<u>\$ 807,118</u>	<u>\$ 807,118</u>
Total Resources		<u>\$ 13,741</u>	<u>\$ 4,671</u>	<u>\$ 523,498</u>	<u>\$ 807,118</u>	<u>\$ 807,118</u>	<u>\$ 807,118</u>	<u>\$ 807,118</u>

Capital Projects Fund - Zone 2 UGMA

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 07711								
302001	Beginning Fund Balance	\$ 578,472	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
333001	Local & Other Gov Grants	-	-	395,000	395,000	395,000	395,000	395,000
381100	Land Sale Proceeds	-	-	100,000	393,481	393,481	393,481	393,481
390113	I/F Transfer From Fund 113	29,295	-	-	-	-	-	-
390282	I/F Transfer From Fund 282	5,004	1,962	70,669	206,908	206,908	206,908	206,908
Total Resources		\$ 612,771	\$ 1,962	\$ 565,669	\$ 995,389	\$ 995,389	\$ 995,389	\$ 995,389

Capital Projects Fund - Zone 2 UGMA

Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 07711								
431000	Professional Services	\$ 4,122	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
470282	I/F Transfer To Fund 282	578,472	-	-	-	-	-	-
481160	Planning	882	1,962	105,669	535,389	535,389	535,389	535,389
481200	Construction	-	-	210,000	210,000	210,000	210,000	210,000
485100	Land	-	-	250,000	250,000	250,000	250,000	250,000
485151	Land Acquisition	-	-	-	-	-	-	-
485180	Construction (Inactive)	-	-	-	-	-	-	-
Total Requirements		\$ 583,475	\$ 1,962	\$ 565,669	\$ 995,389	\$ 995,389	\$ 995,389	\$ 995,389
Total Resources		\$ 612,771	\$ 1,962	\$ 565,669	\$ 995,389	\$ 995,389	\$ 995,389	\$ 995,389

Capital Projects Fund - Zone 3 UGMA

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 07712								
302001	Beginning Fund Balance	\$ 425,794	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
333001	Local & Other Gov Grants	-	-	120,060	26,005	26,005	26,005	26,005
390283	I/F Transfer From Fund 283	2,998	1,815	275,183	57,843	57,843	57,843	57,843
Total Resources		<u>\$ 428,792</u>	<u>\$ 1,815</u>	<u>\$ 395,243</u>	<u>\$ 83,848</u>	<u>\$ 83,848</u>	<u>\$ 83,848</u>	<u>\$ 83,848</u>

Capital Projects Fund - Zone 3 UGMA

Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 07712								
431000	Professional Services	\$ 2,654	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
470283	I/F Transfer To Fund 283	425,794	-	-	-	-	-	-
481160	Planning	345	1,815	35,243	83,848	83,848	83,848	83,848
485100	Land	-	-	360,000	-	-	-	-
Total Requirements		<u>\$ 428,792</u>	<u>\$ 1,815</u>	<u>\$ 395,243</u>	<u>\$ 83,848</u>	<u>\$ 83,848</u>	<u>\$ 83,848</u>	<u>\$ 83,848</u>
Total Resources		<u>\$ 428,792</u>	<u>\$ 1,815</u>	<u>\$ 395,243</u>	<u>\$ 83,848</u>	<u>\$ 83,848</u>	<u>\$ 83,848</u>	<u>\$ 83,848</u>

Capital Projects Fund - Zone 3 Happy Valley
Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 07719								
302001	Beginning Fund Balance	\$ 258,552	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
381100	Land Sale Proceeds	-	-	865,760	-	-	-	-
390113	I/F Transfer From Fund 113	2,550	13,095	-	44,920	44,920	44,920	44,920
390283	I/F Transfer From Fund 283	4,430	20,408	5,969,499	593,961	593,961	593,961	593,961
390481	I/F Transfer From Fund 481	21,143	135,000	-	-	-	-	-
Total Resources		<u>\$ 286,676</u>	<u>\$ 168,503</u>	<u>\$ 6,835,259</u>	<u>\$ 638,881</u>	<u>\$ 638,881</u>	<u>\$ 638,881</u>	<u>\$ 638,881</u>

Capital Projects Fund - Zone 3 Happy Valley
Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 07719								
470283	I/F Transfer To Fund 283	\$ 258,552	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
481160	Planning	6,980	20,573	146,874	-	-	-	-
481180	Design	19,015	4,787	270,000	-	-	-	-
481200	Construction	2,128	143,143	1,591,935	638,881	638,881	638,881	638,881
485100	Land	-	-	4,826,450	-	-	-	-
Total Requirements		<u>\$ 286,676</u>	<u>\$ 168,503</u>	<u>\$ 6,835,259</u>	<u>\$ 638,881</u>	<u>\$ 638,881</u>	<u>\$ 638,881</u>	<u>\$ 638,881</u>
Total Resources		<u>\$ 286,676</u>	<u>\$ 168,503</u>	<u>\$ 6,835,259</u>	<u>\$ 638,881</u>	<u>\$ 638,881</u>	<u>\$ 638,881</u>	<u>\$ 638,881</u>

Capital Projects Fund - Zone 3A Sunnyside Village

Resources

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 07720								
301002	Prior Year Revenue-State	\$ -	\$ 10,156	\$ -	\$ -	\$ -	\$ -	\$ -
302001	Fund Balance	-	(10,185)	-	-	-	-	-
332001	State Revenue	29	-	-	-	-	-	-
333001	Local & Other Gov Grants	30,439	-	-	-	-	-	-
390283	I/F Transfer From Fund 283	9,840	1,258	3,199	-	-	-	-
Total Resources		\$ 40,308	\$ 1,229	\$ 3,199	\$ -	\$ -	\$ -	\$ -

Capital Projects Fund - Zone 3A Sunnyside Village

Requirements

Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Cost Center 480 5441 07720								
431000	Professional Services	\$ 821	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
432700	Data Processing	515	-	-	-	-	-	-
481160	Planning	218	1,258	3,199	-	-	-	-
481180	Design	4,500	-	-	-	-	-	-
481200	Construction	44,440	-	-	-	-	-	-
Total Requirements		\$ 50,493	\$ 1,258	\$ 3,199	\$ -	\$ -	\$ -	\$ -
Total Resources		\$ 40,308	\$ 1,229	\$ 3,199	\$ -	\$ -	\$ -	\$ -

North Clackamas Parks & Recreation District
Capital Budget Detail
Fund 480
Fiscal Year 2018/2019

Capital Project by Funding Resource												
Capital Improvement Projects	Project Identification Number	FY 2018/2019 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				
2018 MP/CIP	N/A	\$ 160,000	\$ 15,223	\$ 19,660	\$ 95,029	\$ 30,088	\$ -	\$ -	\$ -	\$ -	\$ -	
SDC Methodology	N/A	20,000	1,903	2,458	11,879	3,760	-	-	-	-	-	
Concord Elementary Master Plan	N/A	297,880	-	-	-	-	-	-	-	297,880	-	
North Clackamas River Trail	N/A	50,000	-	-	-	23,995	-	-	-	-	26,005	
Hidden Falls Mount Scott Scouters Mountain Trail Acquisition & Development*	HV-L-1	638,881	-	-	-	-	593,961	-	44,920	-	-	
Milwaukie Bay (Riverfront) Park - Phase 3A	SU-8	150,000	-	124,455	-	-	-	-	25,545	-	-	
Robert Kronberg Nature Park Phase 2 Development	N-9	120,000	20,000	-	-	-	-	-	-	-	100,000	
Wichita Park Development	N-10	635,000	-	360,000	-	-	-	-	-	10,000	265,000	
Boardman Wetland Natural Area	NR - 32	495,000	-	-	100,000	-	-	-	-	-	395,000	
Total Resources		\$ 2,566,761	\$ 37,126	\$ 506,573	\$ 206,908	\$ 57,843	\$ 593,961	\$ -	\$ 70,465	\$ 307,880	\$ 786,005	

*Total Project Value of Multi-Use Trail is \$1,239,160. Developer contributed value but not paid out is \$600,279.

North Clackamas Parks & Recreation District
Capital Budget Detail
Fund 480
Fiscal Year 2018/2019

Capital Project by Requirement Category									
Capital Improvement Projects	Project Identification Number	FY 2018/2019 Project Cost	Planning	Design	Construction	Land	Building		
2018 MP/CIP	N/A	\$ 160,000	\$ 160,000	\$ -	\$ -	\$ -	\$ -		
SDC Methodology	N/A	20,000	20,000	-	-	-	-		
Concord Elementary Master Plan	N/A	297,880	297,880	-	-	-	-		
North Clackamas River Trail	N/A	50,000	50,000	-	-	-	-		
Hidden Falls Mount Scott Scouters Mountain Trail Acquisition & Development*	HV-L-1	638,881	-	-	638,881	-	-		
Milwaukie Bay (Riverfront) Park - Phase 3A	SU-8	150,000	-	150,000	-	-	-		
Robert Kronberg Nature Park Phase 2 Development	N-9	120,000	10,000	15,000	95,000	-	-		
Wichita Park Development	N-10	635,000	-	35,000	600,000	-	-		
Boardman Wetland Natural Area	NR - 32	495,000	35,000	-	210,000	250,000	-		
Total Requirements		\$ 2,566,761	\$ 572,880	\$ 200,000	\$ 1,543,881	\$ 250,000	\$ -		

*Total Project Value of Multi-Use Trail is \$1,239,160. Developer contributed value but not paid out is \$600,279.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2018/2019
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	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:	2019

PURPOSE AND JUSTIFICATION
<p>The goal of this project is to determine goals and objectives of District residents and the Board and provide a roadmap for the future. The work includes completion of both an updated Master Plan and Capital Improvement Plan. The work will focus on the new District area, current financial circumstances of the District, and will align goals, projects, and recommendations with financial projections, taking into account new SDC rates currently being developed. The project will also create a prioritized Capital Improvement Plan (CIP) project list (the list is currently being developed as part of the SDC Methodology Update Project). The budget also includes a statistically valid survey, public outreach, and publication costs. Work to be completed by NCPRD staff and consultants.</p>

DESCRIPTION AND LOCATION

Master Plan and Capital Improvement Plan

District Master Plan 2018

Figure 1-1: Purpose and Methodology of the Plan

Figure 1-1: PURPOSE AND METHODOLOGY

North Charleston Parks and Recreation (NCP&R) created this plan as part of ongoing work, initiated by the Charleston Office of the City of Charleston Mayor's Office, to develop a long-term vision for the city's parks and recreation system.

The Master Plan is intended to establish the vision for developing quality parks and recreation facilities for the citizens of the North Charleston Parks and Recreation District over the next 20 years, and to lay out the vision for the District for next 20 years.

The District's first Master Plan was developed by a citizen task force and Charleston County planners, when the District was formed in 1990. That Master Plan guided the District's first 20 years of operation and the development of a strong parks and recreation system.

The District's second Master Plan was developed in 2003 with significant community input and an analysis of the level of service provided throughout the District. Strong community desires for additional parks, facilities, natural areas and recreational programming were outlined, as well as a recommendation for additional funding and governance changes. The plan was adopted in 2004, but without the additional funding and governance changes recommended. As a result, the District had inadequate funding to fully implement the Master Plan's recommendations. Although the District was able to deliver on some of the objectives outlined in the 2004 Master Plan through creative partnerships, most of the projects were not able to be funded and remain on the priority list.

In 2006, the City of Holy Valley joined the District, and NCP&R adopted additional priorities and goals for parks and recreation services in and around Holy Valley.

This new Master Plan revisits all existing plans, and updates them with the community's current needs and desires. It is built around the goal of responsibly maintaining the park and facilities the District currently manages, and enhancing the offerings in order to deliver on its mission of enriching community vitality and promoting healthy living, through parks and recreation.

Planning Process and Methodology

The extensive Master Planning process began in May of 2012 and included the following elements:

Vision Statement
Community Visioning
Analysis of Existing Conditions
Assessment of Current Services
Review of Other Plans
Review of Other Policies
Review of Other Programs
Review of Other Projects
Review of Other Partnerships

Analysis and Planning
Analysis of Existing Conditions
Assessment of Current Services
Review of Other Plans
Review of Other Policies
Review of Other Programs
Review of Other Projects
Review of Other Partnerships

Analysis and Planning
Analysis of Existing Conditions
Assessment of Current Services
Review of Other Plans
Review of Other Policies
Review of Other Programs
Review of Other Projects
Review of Other Partnerships

Planning Documents Utilized

- 2011-12 NCP&R Budget
- 2012-13 NCP&R Budget
- Previous Capital Improvement Plan
- NCP&R Asset Audit Report and Replacement Plan
- NCP&R Cost Recovery Model

Chapter 1: Purpose and Methodology of the Plan v.1

Chapter 1: Purpose and Methodology of the Plan v.1

IMPACT ON OPERATING BUDGET
<p>This project further identifies funding and priorities for capital projects for the District for the next fifteen years. This will impact the Capital Asset Repair and Replacement Fund and Capital Projects Fund.</p>

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

2018/2019 PROJECT COSTS	
Planning	\$ 160,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 160,000

	SDCs Zone 1	SDCs	SDCs	SDCs	SDCs Zone 3	SDCs Zone 3	
Fiscal Year	Milwaukie	Zone 1 UGMA	Zone 2	Zone 3 UGMA	Happy Valley	Sunnyside	Total
2018/2019	\$ 15,223	\$ 19,660	\$ 95,029	\$ 30,088	\$ -	\$ -	\$ 160,000
Total	\$ 15,223	\$ 19,660	\$ 95,029	\$ 30,088	\$ -	\$ -	\$ 160,000

100% SDC eligible

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2018/2019
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	System Development Charges Methodology Update Project
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:	2018

PURPOSE AND JUSTIFICATION
<p>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. NCPRD last updated the SDC Methodology in 2007. This project began in 2017 and will be completed in 2018. FCS, a consultant with SDC expertise, was hired for this project.</p> <p>The work has several components: New SDC fees will be calculated, a draft Capital Improvement Plan (CIP) project list will be created, and the eligibility of SDCs to fund each project will be determined. The goal of this project is to align a 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.</p>

DESCRIPTION AND LOCATION
<p>Completion of an updated Parks and Recreation System Development Charges Methodology Report.</p>
<h2>NCPRD SDC Methodology Report</h2>

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

NON-FINANCIAL IMPACT
<p>Project provides for financial planning for future capital projects.</p>

2018/2019 PROJECT COSTS	
Planning	\$ 20,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 20,000

	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
Fiscal Year							
2017/2018	\$ 1,903	\$ 2,458	\$ 11,879	\$ 3,760	\$ -	\$ -	\$ 20,000
Total	\$ 1,903	\$ 2,458	\$ 11,879	\$ 3,760	\$ -	\$ -	\$ 20,000

100% SDC eligible

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2018/2019
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Concord Elementary School
Project Address:	3811 SE Concord Road, Milwaukie
Location:	Zone 2
SDC CIP Project Priority:	N/A
SDC Funding Resource:	N/A
Park Type:	Community
Map Number:	N/A
Mileage:	N/A
Project Manager:	Kathryn Krygier
NCPRD Project #s:	82422
Scheduled Completion:	2019

PURPOSE AND JUSTIFICATION
NCPRD recently purchased the Concord Elementary School property located on SE Concord Road near McLoughlin Blvd. in the Oak Grove/Jennings Lodge area. The acquisition of the Concord School was a high priority because of its potential uses as a park, community center, and library, as well as the high level of community interest in preservation of the school building. Now, NCPRD and the community need to complete a master plan for the land and the building to determine a roadmap of how to best redevelop the property.

DESCRIPTION AND LOCATION
Concord Elementary School property located on SE Concord Road near McLoughlin Blvd. in the Oak Grove/Jennings Lodge area.


IMPACT ON OPERATING BUDGET
No impact at this time.

NON-FINANCIAL IMPACT
Project provides essential planning to determine uses and partnerships for NCPRD-owned property in an underserved area of the District.

2018/2019 PROJECT COSTS	
Planning	\$ 297,880
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 297,880


Fiscal Year	SDCs Zone 3 UGMA	General Fund	Land Sale Proceeds	Grant	Total
2018/2019	\$ -	\$ -	\$ 297,880	\$ -	\$ 297,880
Total	\$ -	\$ -	\$ 297,880	\$ -	\$ 297,880

Note: Land Sale Proceeds are from Hood View Park.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2018/2019
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Milwaukie Bay Park Design Completion
Project Address:	11211 SE McLoughlin Blvd.
Location:	Zone 1
SDC CIP Project Priority:	1
SDC Funding Resource:	Zone 1 UGMA
Park Type:	Special Use (Community Park)
Map Number:	11E35AD01001 and 12 associated tax lots
Acreage:	7.59 acres
Project Manager:	Kathryn Krygier
NCPRD Project #s:	82383
Scheduled Completion:	2019

PURPOSE AND JUSTIFICATION
This project will complete design for Milwaukie Bay Park. Phase 1, Klein Point Overlook was completed November 2012. Phase 2 included a restroom, trails, parking and boat launch. It was completed in May 2015. The final phase of the project will include a play area for children, event space, an interactive fountain, pathways for pedestrians, and complete the Trolley Trail. Full funding for construction has not yet been identified.

DESCRIPTION AND LOCATION
Partnership with the City of Milwaukie to complete the design for Milwaukie Bay Park located in Downtown Milwaukie on the Willamette River.


IMPACT ON OPERATING BUDGET
This phase of the project is for design - no impact on operating budget.

NON-FINANCIAL IMPACT
Project will provide a community park including an interactive fountain, event space, lawns, play areas, and overlooks in downtown Milwaukie.

2018/2019 PROJECT COSTS	
Planning	\$ -
Design	150,000
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 150,000

Fiscal Year	SDCs Zone 1 UGMA	General Fund	Other	Grant	Total
2018/2019	\$ 124,455	\$ 25,545	\$ -	\$ -	\$ 150,000
Total	\$ 124,455	\$ 25,545	\$ -	\$ -	\$ 150,000

Project is 82.97% SDC eligible based on 2007 SDC CIP Methodology.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2018/2019
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 UGMA
Park Type:	Neighborhood Park
Map Number:	12E31AA08300
Acreage:	.91 acres
Project Manager:	Kathryn Krygier
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 \$265,000, with an NCPRD match, was awarded in 2016. This project includes 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 located in the Linwood Neighborhood.


IMPACT ON OPERATING BUDGET
Estimated annual maintenance cost of \$15,000 after completion of park development.

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

2018/2019 PROJECT COSTS	
Planning	\$ -
Design	35,000
Construction	600,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 635,000

Fiscal Year	SDCs Zone 1 UGMA	General Fund	Other	Grant *	Total
2018/2019	\$ 360,000	\$ -	\$ 10,000	\$ 265,000	\$ 635,000
Total	\$ 360,000	\$ -	\$ 10,000	\$ 265,000	\$ 635,000


Development of neighborhood parks is 71.61% SDC eligible based on 2007 SDC CIP Methodology.

*Oregon Parks and Recreation Department Grant

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2018/2019
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
Acreage:	5.7 acres
Project Manager:	Tonia Williamson
NCPRD Project #s:	82345
Scheduled Completion:	2019

PURPOSE AND JUSTIFICATION
The design for Boardman Wetland Natural Area was approved by the Oak Lodge Water Services District (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 tax lot and construct a nature play area within the larger site area. Staff also proposes applying for grant funding. Total project cost is estimated to be \$2,200,000. OLWS will be investing \$1,705,000.

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


IMPACT ON OPERATING BUDGET
Estimated annual maintenance cost after completion is approximately \$7,500 for the nature play area. We will create an IGA with OLWS which will outline any additional services that they request help with for the rest of the natural area.

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

2018/2019 PROJECT COSTS	
Planning	\$ 35,000
Design	-
Construction	210,000
Park Improvements	-
Building Improvements	-
Land	250,000
Land Improvements	-
Building	-
Total	\$ 495,000

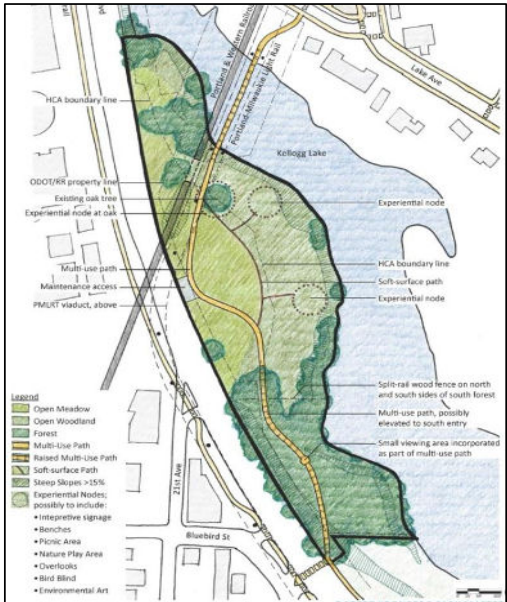
Fiscal Year	SDCs Zone 2	General Fund	Other	Grant	Total
2018/2019	\$ 100,000	\$ -	\$ -	\$ 395,000	\$ 495,000
Total	\$ 100,000	\$ -	\$ -	\$ 395,000	\$ 495,000

Note: Boardman Wetland Natural Area is in the draft 2018 SDC CIP.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2018/2019
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Robert Kronberg Phase 2 Development
Project Address:	11910 SE McLoughlin Blvd.
Location:	Zone 1
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 1 Milwaukie
Park Type:	Greenway
Map Number:	Tax Assessor Map 11E36CB, lots 2800, 2801, 3000, 3100, 3300,
Acreage:	4.5 acres currently above Kellogg Lake
Project Manager:	Tonia Williamson
NCPRD Project #s:	82020
Scheduled Completion:	2019

PURPOSE AND JUSTIFICATION
Robert Kronberg is a 4.5 acre 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, overlooks and vegetation management.

DESCRIPTION AND LOCATION
Partnership with the City of Milwaukie to complete design and construction of phase 2 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 other small elements in addition to the multi-use trail (Phase 1) near downtown Milwaukie.

2018/2019 PROJECT COSTS	
Planning	\$ 10,000
Design	15,000
Construction	95,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 120,000

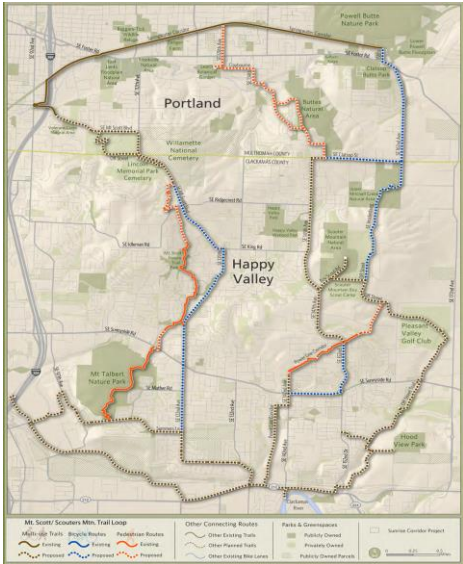
Fiscal Year	SDCs		Other	Grant	Total
	Zone 1 Milwaukie	General Fund			
2018/2019	\$ 20,000	\$ -	\$ -	\$ 100,000	\$ 120,000
Total	\$ 20,000	\$ -	\$ -	\$ 100,000	\$ 120,000

Note: Robert Kronberg Natural Area is in the draft 2018 SDC CIP.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2018/2019
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Hidden Falls - Mount Scott Scouters Mountain Trail
Project Address:	Segment 3 of the Mount Scott- Scouters 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:	.84 miles within 21.3 acre property
Project Manager:	Kathryn Krygier
NCPRD Project #s:	82038
Scheduled Completion:	2018

PURPOSE AND JUSTIFICATION
In July 2017, the Board approved the acquisition and development of 21.3-acres of land in a unique, forested natural area bisected by Rock Creek with a waterfall and a .84-mile segment of the Mt. Scott/Scouters Mt. Trail Loop. The funds for the property have been expended in 2017. This project represents funding for the multi-use trail. Project will be complete in 2018.

DESCRIPTION AND LOCATION
Construction of a multi-use trail and bridge within an approximately 21.3-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.

2018/2019 PROJECT COSTS	
Planning	\$ -
Design	-
Construction	638,881
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 638,881

	SDCs Zone 3 Happy Valley	General Fund	Other	Grant	Total
Fiscal Year					
2018/2019	\$ 593,961	\$ 44,920	\$ -	\$ -	\$ 638,881
Total	\$ 593,961	\$ 44,920	\$ -	\$ -	\$ 638,881


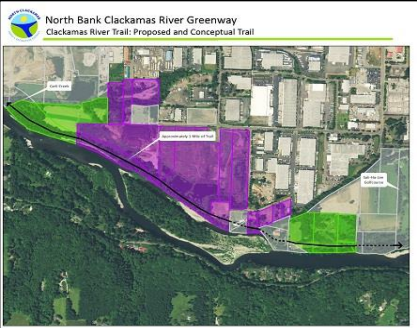
Linear Park development is 47.99% SDC eligible based on 2007 SDC CIP Methodology.

Total Project Value of Multi-Use Trail is \$1,239,160. Developer contributed value but not paid out is \$600,279.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
Fiscal Year 2018/2019
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:	Greenway
Map Number:	N/A
Mileage:	4.7 mile
Project Manager:	Tonia Williamson
NCPRD Project #s:	82175
Scheduled Completion:	2019

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 Environmental 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 proposed planning work will hopefully result in a feasibility analysis and concept plan that addresses needed acquisition, development, and management recommendations for the North Clackamas River Trail. The next step would be to start to acquire the needed parcels to link the currently owned properties together.

DESCRIPTION AND LOCATION
Planning toward a 4.7-mile proposed regional trail along the Clackamas River.
 

IMPACT ON OPERATING BUDGET
No impact at this time.

NON-FINANCIAL IMPACT
Project provides a feasibility analysis for the development of a future river trail and natural area along the Clackamas River.

2018/2019 PROJECT COSTS	
Planning	\$ 50,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 50,000

Fiscal Year	SDCs Zone 3 UGMA	General Fund	Other	Grant	Total
2018/2019	\$ 23,995	\$ -	\$ -	\$ 26,005	\$ 50,000
Total	\$ 23,995	\$ -	\$ -	\$ 26,005	\$ 50,000

Note: Clackamas River Trail is in the draft 2018 SDC CIP.

Capital Asset Repair and Replacement Fund 481-5440

Program Statement:

The purpose of the Capital Asset Repair and 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 and 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 2018/2019

- 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.

	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Revised Approved FY 18/19	Adopted FY 18/19
Budget Summary							
Materials and Services	\$ 7,699	\$ 96	\$ 45,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Capital Outlay	171,925	197,738	4,434,644	4,549,155	4,549,155	4,999,155	4,999,155
Special Payments	-	-	5,000	5,000	5,000	5,000	5,000
Interfund Transfer	44,309	135,000	5,000	5,000	5,000	5,000	5,000
Total Budget	<u>\$ 223,932</u>	<u>\$ 332,834</u>	<u>\$ 4,489,644</u>	<u>\$ 4,609,155</u>	<u>\$ 4,609,155</u>	<u>\$ 5,059,155</u>	<u>\$ 5,059,155</u>

Major Revenue Source(s)

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

Capital Asset Repair and Replacement Fund
Resources

Object Code	Item	Revised						
		Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Approved FY 18/19	Adopted FY 18/19
Cost Center 481 5440								
301003	Prior Year Revenue-Other	\$ 142,970	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
302001	Beginning Fund Balance	2,187,916	2,720,531	3,579,644	4,089,155	4,089,155	4,089,155	4,089,155
333001	Local & Other Gov Grants	-	-	-	25,000	25,000	25,000	25,000
361000	Interest Earned	13,578	31,208	10,000	45,000	45,000	45,000	45,000
390113	I/F Transfer From Fund 113	600,000	1,200,000	900,000	450,000	450,000	900,000	900,000
Total Resources		\$ 2,944,464	\$ 3,951,739	\$ 4,489,644	\$ 4,609,155	\$ 4,609,155	\$ 5,059,155	\$ 5,059,155

Capital Asset Repair and Replacement Fund
Requirements

		Revised						
Object Code	Item	Actual FY 15/16	Actual FY 16/17	Budget FY 17/18	Proposed FY 18/19	Approved FY 18/19	Approved FY 18/19	Adopted FY 18/19
Cost Center 481 5440								
425100	Small Tools & Minor Equip.	\$ 7,399	\$ 96	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
431000	Professional Services	300	-	20,000	25,000	25,000	25,000	25,000
465002	Payments to Local Gov'ts	-	-	5,000	5,000	5,000	5,000	5,000
470382	I/F Transfer To Fund 382	-	-	5,000	5,000	5,000	5,000	5,000
470480	I/F Transfer To Fund 480	44,309	135,000	-	-	-	-	-
481200	Construction	-	-	3,963,644	4,230,905	4,230,905	4,680,905	4,680,905
482300	Building Improvements	103,288	33,862	270,000	29,750	29,750	29,750	29,750
485150	Land Improvements	23,055	84,346	91,500	40,000	40,000	40,000	40,000
485300	Equipment	-	15,489	-	178,500	178,500	178,500	178,500
485320	Computer Software	-	-	30,000	30,000	30,000	30,000	30,000
485400	Operating Equipment	45,582	10,215	-	40,000	40,000	40,000	40,000
485505	Vehicles	-	53,825	79,500	-	-	-	-
499001	Contingency	-	-	-	-	-	-	-
Total Requirements		\$ 223,932	\$ 332,834	\$ 4,489,644	\$ 4,609,155	\$ 4,609,155	\$ 5,059,155	\$ 5,059,155
Total Resources		\$ 2,944,464	\$ 3,951,739	\$ 4,489,644	\$ 4,609,155	\$ 4,609,155	\$ 5,059,155	\$ 5,059,155

North Clackamas Parks and Recreation District
Org: 5440
Program: Capital Asset Repair and Replacement

Expenditure Detail

Materials and Services

Small tools & minor equipment	\$	25,000
Professional services - Acquisitioned buildings assessment		25,000
Total Budget Request for Activity	\$	50,000

Capital Outlay

Parks Maintenance/Natural Resources:

Oak Bluff/Costco Trail- Repair and Rehabilitate trail section	\$	40,000
Orchard Summit- Delineation and enhancement of boundary		8,500
MSC- NCP West side trail connector repair		9,500
Trolley Trail- Rothe Rd. encroachment rehabilitation		5,000

Aquatic Park:

Aquatic Park -Carpet replacement		6,000
Aquatic Park- Chiller Replacement		118,500
Aquatic Park- Add non-slip coating to splashdown areas		17,000

Milwaukie Center:

Milwaukie Center- Repair or replace swamp cooler		15,000
Milwaukie Center- Attach aluminum awning structure		6,750
Milwaukie Center- Replace steamer		25,000

District Project - Asset Management:

Asset Management software		30,000
Electronic entry sign for Harmony Campus		60,000
Total Budget Request for Activity	\$	341,250

Grand Total of Requests for Activity	\$	391,250
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Undesignated Fixed Asset/Capital Replacements		4,657,905
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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	\$	5,059,155
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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
2016/2017	(15,489)	Milwaukie Center Outdoor Fitness Equipment
2016/2017	(25,486)	Milwaukie Center Floor Improvements
2017/2018	(15,935)	Milwaukie Center Asphalt Repair and Maintenance
2017/2018	(3,500)	Milwaukie Center Generator Purchase
2017/2018	(11,382)	Milwaukie Center Supplies for Bathroom Remodel
	\$ 17,336	

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**North Clackamas Parks and Recreation District
Summary of Staffing by Program
Fiscal Year 2018/2019**

Fund	Actual	Actual	Budget	Proposed	Approved	Adopted
Program	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 18/19	FY 18/19
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 *	7.68	8.12	8.88	9.15	9.15	9.15
Temporary & Part-Time **	5.88	3.62	5.00	3.62	3.62	3.62
Recreation						
Full-Time *	2.21	2.28	2.96	2.26	2.26	2.26
Temporary & Part-Time **	1.66	1.58	1.75	1.88	1.88	1.88
Sports						
Full-Time *	3.66	4.03	4.05	4.16	4.16	4.16
Temporary & Part-Time **	9.82	10.56	10.54	10.93	10.93	10.93
Milwaukie Center						
Full-Time *	4.63	4.57	3.90	3.92	3.92	3.92
Temporary & Part-Time **	1.49	2.32	2.84	2.45	2.45	2.45
Aquatic Park						
Full-Time *	5.25	5.57	5.63	5.82	5.82	5.82
Temporary & Part-Time **	18.84	19.30	22.30	20.92	20.92	20.92
Marketing & Community Relations						
Full-Time *	1.21	1.31	1.44	1.25	1.25	1.25
Temporary & Part-Time **	0.77	1.13	0.68	0.70	0.70	0.70
Planning						
Full-Time *	1.80	1.84	2.20	1.30	1.30	1.30
Temporary & Part-Time **	0.70	0.61	0.50	0.55	0.55	0.55
Natural Resources						
Full-Time *	2.21	2.31	3.20	2.30	2.30	2.30
Temporary & Part-Time **	1.50	1.50	0.50	0.53	0.53	0.53
Total General Fund	69.31	70.65	76.37	71.74	71.74	71.74
Nutrition and Transportation Fund						
Nutrition						
Full-Time *	3.24	3.45	3.12	3.20	3.20	3.20
Temporary & Part-Time **	1.13	1.27	1.25	1.24	1.24	1.24
Transportation						
Full-Time *	0.54	0.34	0.32	0.34	0.34	0.34
Temporary & Part-Time **	1.56	1.56	1.71	1.65	1.65	1.65
Total Nutrition and Transportation Fund	6.47	6.62	6.40	6.43	6.43	6.43
Total Full-Time *	32.43	33.82	35.70	33.70	33.70	33.70
Total Temporary & Part-Time **	43.35	43.45	47.07	44.47	44.47	44.47
TOTAL NCPRD STAFFING	75.78	77.27	82.77	78.17	78.17	78.17

*Personnel Services are contracted through Clackamas County. FTE is counted by Clackamas County.

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

**North Clackamas Parks and Recreation District
Personnel Services Summary
Fiscal Year 2018/2019**

Position Description	FTE	Salary	Fringe Benefits	Total	Maintenance		Recreation		Sports		Milwaukie Center	
					%	Amount	%	Amount	%	Amount	%	Amount
Accountant 1	1	\$ 55,124	\$ 45,276	\$ 100,400	23%	\$ 23,092	6%	\$ 6,024	15%	\$ 15,060	8%	\$ 8,032
Accountant 2	1	59,524	29,142	88,666	23%	20,393	6%	5,320	15%	13,300	8%	7,093
Administrative Analyst Senior	1	78,144	54,090	132,234								
Administrative Assistant	1	50,620	22,020	72,640			15%	10,896			85%	61,744
Administrative Assistant	1	50,765	33,193	83,958	23%	19,310	6%	5,037	15%	12,594	8%	6,717
Administrative Services Manager	1	97,022	64,532	161,554	23%	37,157	6%	9,693	15%	24,233	8%	12,924
Aquatic & Recreation Supervisor	1	84,900	60,900	145,800								
Aquatic & Recreation Supervisor	1	83,022	48,219	131,241					100%	131,241		
Aquatic Exercise Instructor	0.5	17,700	23,322	41,022								
Aquatic Park Shift Coordinator	0.91	30,600	31,598	62,198			30%	18,659				
Building Maintenance Sp. Sr.	1	64,704	49,158	113,862	100%	113,862						
Cafeteria Cook, Senior	0.88	38,758	22,243	61,001								
Human Services Assistant	0.8	42,960	34,170	77,130							50%	38,565
Human Services Coordinator 1	1	58,997	46,991	105,988							57%	60,413
Human Services Coordinator 1	0.88	47,044	46,468	93,512								
Human Services Coordinator 2	1	71,220	33,672	104,892							100%	104,892
Human Services Supervisor	1	87,849	60,243	148,092							50%	74,046
Marketing Program Specialist	1	85,894	48,508	134,402								
No Clack Parks Rec Director	1	145,200	76,961	222,161	23%	51,097	6%	13,330	15%	33,324	8%	17,773
No Clack Parks Rec Manager	1	98,568	56,028	154,596	100%	154,596						
No Clack Parks Rec Manager	1	108,348	69,768	178,116			24%	42,748	21%	37,404	10%	17,812
No Clack Parks Rec Manager	1	108,368	55,646	164,014								
Office Supervisor	1	67,240	34,794	102,034			30%	30,610	20%	20,407	10%	10,203
Park & Rec Program Coordinator	1	56,552	23,992	80,544					100%	80,544		
Park & Rec Program Coordinator	1	51,564	44,160	95,724					100%	95,724		
Park & Rec Program Coordinator	1	61,692	52,038	113,730			100%	113,730				
Park & Rec Program Coordinator	1	53,217	27,150	80,367								
Park & Rec Program Coordinator	1	52,911	27,054	79,965								
Park Maintenance Coordinator	1	64,704	49,212	113,916	100%	113,916						
Park Maintenance Specialist	1	53,688	38,137	91,825	100%	91,825						
Park Maintenance Specialist	1	53,688	49,008	102,696	100%	102,696						
Park Maintenance Specialist	1	53,688	38,586	92,274	100%	92,274						
Park Maintenance Specialist	1	52,270	27,480	79,750	100%	79,750						
Park Maintenance Specialist	1	53,688	48,660	102,348	100%	102,348						
Service Maintenance Worker	0.73	23,484	17,390	40,874								
Total Regular Employees	33.70	\$ 2,263,717	\$ 1,489,809	\$ 3,753,526		\$ 1,002,317		\$ 256,048		\$ 463,831		\$ 420,214
Temp and Part-time Personnel	44.47	1,664,947	325,037	1,989,984		124,768		88,551		450,109		141,752
Other Fringe Benefits			172,644	172,644		35,406		11,364		21,091		26,732
(including Vacation buyout, Health adjustments, Workers-comp, and Unemployment)												
Total Personnel Services	78.17			\$ 5,916,155		\$ 1,162,491		\$ 355,963		\$ 935,031		\$ 588,699

**North Clackamas Parks and Recreation District
Personnel Services Summary
Fiscal Year 2018/2019**

Position Description	Aquatic Park		Marketing		Planning		Natural Resources		Nutrition		Transportation	
	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount
Accountant 1	23%	\$ 23,092	5%	\$ 5,020	6%	\$ 6,024	6%	\$ 6,024	6%	\$ 6,024	2%	\$ 2,008
Accountant 2	23%	20,393	5%	4,433	6%	5,320	6%	5,320	6%	5,320	2%	1,773
Administrative Analyst 2							100%	132,234				
Administrative Assistant												
Administrative Assistant	23%	19,310	5%	4,198	6%	5,037	6%	5,037	6%	5,037	2%	1,679
Administrative Services Manager	23%	37,157	5%	8,078	6%	9,693	6%	9,693	6%	9,693	2%	3,231
Aquatic & Recreation Supervisor	100%	145,800										
Aquatic & Recreation Supervisor												
Aquatic Exercise Instructor	100%	41,022										
Aquatic Park Shift Coordinator	70%	43,539										
Building Maintenance Sp. Sr.												
Cafeteria Cook, Senior									100%	61,001		
Human Services Assistant									38%	29,309	12%	9,256
Human Services Coordinator 1									43%	45,575		
Human Services Coordinator 1									100%	93,512		
Human Services Coordinator 2												
Human Services Supervisor									38%	56,275	12%	17,771
Marketing Program Specialist			100%	134,402								
No Clack Parks Rec Director	23%	51,097	5%	11,108	6%	13,330	6%	13,330	6%	13,330	2%	4,443
No Clack Parks Rec Manager												
No Clack Parks Rec Manager	40%	71,246							3%	5,343	2%	3,562
No Clack Parks Rec Manager					100%	164,014						
Office Supervisor	40%	40,814										
Park & Rec Program Coordinator												
Park & Rec Program Coordinator												
Park & Rec Program Coordinator												
Park & Rec Program Coordinator							100%	80,367				
Park & Rec Program Coordinator	100%	79,965										
Park Maintenance Coordinator												
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Specialist												
Service Maintenance Worker	100%	40,874										
Total Regular Employees		\$ 614,310		\$ 167,239		\$ 203,418		\$ 252,005		\$ 330,420		\$ 43,724

Temp and Part-time Personnel	910,450	57,070	22,225	18,473	74,820	101,766
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Other Fringe Benefits	37,460	2,324	2,519	22,750	9,963	3,035
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(including Vacation buyout, Health adjustments, Workers-comp, and Unemployment)

Total Personnel Services	\$ 1,562,219	\$ 226,633	\$ 228,163	\$ 293,228	\$ 415,203	\$ 148,525
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Clackamas County
North Clackamas Parks and Recreation District
Fiscal Year 2018/2019 Debt Schedule

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 *			
Year	Principal	Interest	Total
FY 18/19	\$ 380,000	\$ 114,925	\$ 494,925
FY 19/20	\$ 395,000	\$ 101,625	\$ 496,625
FY 20/21	\$ 405,000	\$ 87,800	\$ 492,800
FY 21/22	\$ 420,000	\$ 71,600	\$ 491,600
FY 22/23	\$ 440,000	\$ 54,800	\$ 494,800
FY 23/24	\$ 455,000	\$ 37,200	\$ 492,200
FY 24/25	\$ 475,000	\$ 19,000	\$ 494,000
	<u>\$ 2,970,000</u>	<u>\$ 486,950</u>	<u>\$ 3,456,950</u>

* 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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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 at \$.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 28, 2018 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, 2018 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 Beaver Creek 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: Elizabeth Gomez

Telephone: 503-742-4352

Email: Egomez@ncprd.com

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2016/2017	Adopted Budget This Year 2017/2018	Approved Budget Next Year 2018/2019
Beginning Fund Balance/Net Working Capital	21,793,489	24,431,003	32,479,996
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	5,627,164	5,140,931	4,321,027
Federal, State and all Other Grants, Gifts, Allocations and Donations	679,884	2,185,853	1,176,752
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	2,576,693	9,176,895	3,260,066
All Other Resources Except Current Year Property Taxes	448,989	8,371,307	868,304
Current Year Property Taxes Estimated to be Received	6,718,194	6,757,152	7,381,995
Total Resources	37,844,413	56,063,141	49,488,140

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	0	0	0
Materials and Services	7,580,352	9,808,277	9,829,534
Capital Outlay	385,785	14,208,029	16,184,493
Debt Service	1,055,181	9,902,923	2,165,576
Interfund Transfers	2,576,693	9,176,895	3,260,066
Contingencies	0	2,949,836	3,769,020
Special Payments	263,764	291,677	5,000
Unappropriated Ending Balance and Reserved for Future Expenditure	25,982,638	9,725,504	14,274,451
Total Requirements	37,844,413	56,063,141	49,488,140

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	709,349	836,346	711,482
Parks Maintenance	1,300,631	1,773,627	1,825,873
Recreation	376,358	540,934	510,435
Sports	1,165,400	1,342,724	1,417,019
Milwaukie Center	678,919	705,099	748,155
Aquatic Park	1,708,619	2,110,975	2,325,060
Marketing & Communications	381,241	606,311	490,683
Planning	258,948	586,060	561,873
Natural Resources	324,299	492,009	419,005
Nutrition	511,079	527,005	568,802
Transportation	155,574	171,187	187,751
System Development charges Funds	9,139	9,763,504	12,896
Debt Service Funds	1,055,881	9,935,923	2,166,076
Capital Projects Fund	188,047	9,773,385	11,185,338
Capital Asset Replacement Fund	197,738	4,479,644	4,999,155
Not Allocated to Organizational Unit or Program	28,823,191	12,418,408	21,358,537
Total Requirements	37,844,413	56,063,141	49,488,140
Total FTE	0	0	0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2016/2017	Rate or Amount Imposed This Year 2017/2018	Rate or Amount Approved Next Year 2018/2019
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	\$2,970,000	\$0
Other Borrowings	\$0	\$0
Total	\$2,970,000	\$0

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

150-504-073-2 (Rev. 02-14)

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

FORM LB-50
2018-2019

To assessor of Clackamas County

• Be sure to read instructions in the current Notice of Property Tax Levy Forms and Instructions booklet.

☐ Check here if this is
an amended form.

The NCPRD 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 2, 2018

Mailing address of district

City

State

ZIP code

Date submitted

Elizabeth Gomez

Financial Operations Manager

503-742-4352

EGomez@ncprd.com

Contact person

Title

Daytime telephone number

Contact person e-mail address

CERTIFICATION—You must check one box if you are 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	
1. Rate per \$1,000 or total dollar amount levied (within permanent rate limit) ... 1		<u>.5382</u>	
2. Local option operating tax 2			Excluded from Measure 5 Limits
3. Local option capital project tax 3			
4. City of Portland Levy for pension and disability obligations 4			Dollar Amount of Bond Levy
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 after October 6, 2001 5b			
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b) 5c			<u>0.00</u>

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000 6	<u>.5382</u>
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.)



NORTH CLACKAMAS PARKS & RECREATION DISTRICT

Administration

Scott Archer, Director
North Clackamas Parks and Recreation District
150 Beaver Creek Road
Oregon City, OR 97045

June 28, 2018

Board of County Commissioners
Clackamas County
Board of North Clackamas Parks and Recreation District

Members of the Board:

Approval of a Resolution for Adopting a 2018/2019 Fiscal Year Budget, Making Appropriations,
Imposing and Categorizing Taxes for the Period of July 1, 2018 through June 30, 2019

Purpose/Outcome	Approval of a resolution to adopt 2018/2019 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 \$49,488,140 for FY 2018/2019.
Funding Source	Property taxes, System Development Charges, fees, grants, donations, etc.
Duration	July 1, 2018 through June 30, 2019
Previous Board Action/Review	<ul style="list-style-type: none">• June 4, 2018 Budget Committee Meeting - NCPRD Budget Committee approved the FY 2018/2019 budget as presented.• June 19, 2018 Budget Committee Meeting - NCPRD Budget Committee approved changes to the FY 2018/2019 budget approved on 6/4/2018.
Strategic Plan Alignment	Build public trust through good government.
Contact Person	Scott Archer, <i>Director</i> , 503-742-4421

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 2018/2019.

This resolution will establish a budget for North Clackamas Parks and Recreation District in the amount of **\$49,488,140**.

RECOMMENDATION:

Staff respectfully recommends adoption of the attached resolution as presented.

ATTACHMENT:

1. Resolution No. ____ Adopting a 2018/2019 Fiscal Year Budget, Making Appropriations, Imposing and Categorizing Taxes for the Period of July 1, 2018 through June 30, 2019

Respectfully Submitted,

Scott Archer, Director
North Clackamas Parks and Recreation District

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

A Resolution Of The Board Of County
Commissioners Acting As The Governing Body
Of The North Clackamas Parks And Recreation
District In The Matter Of Adopting A 2018/2019
Fiscal Year Budget, Making Appropriations And
Imposing And Categorizing Taxes For The
Period Of July 1, 2018 Through June 30, 2019

Board Order No. 2018-61
Page 1 of 1

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, 2018 through June 30, 2019, 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 Oregonian on June 20, 2018; and,

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

NOW THEREFORE, the Clackamas County Board of County Commissioners resolves as follows:

The budget is hereby adopted for the fiscal year 2018/2019 in the amount of **\$49,488,140** 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 2018/2019 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.


DATED this 28th day of June, 2018.

BOARD OF COUNTY COMMISSIONERS

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



Jim Bernhard, Chair



Recording Secretary

North Clackamas Parks and Recreation District
Fiscal Year 2018/2019
Exhibit A

General Fund

Administration Division	\$ 711,482
Parks Maintenance Division	1,825,873
Recreation Division	510,435
Sports Division	1,417,019
Milwaukie Center Division	748,155
Aquatic Park Division	2,325,060
Marketing & Communications	490,683
Planning Division	561,873
Natural Resources	419,005
Non-departmental	
Special Payments	-
Transfers to Other Funds	1,620,465
Contingency	3,656,230
	<u>\$ 14,286,280</u>

Nutrition & Transportation Fund

Nutrition Division	\$ 568,802
Transportation Division	187,751
Non-departmental	
Special Payments	-
Transfers to Other Funds	3,600
Contingency	112,790
	<u>\$ 872,943</u>

System Development Charge Zone 1 Fund

Materials and Services	\$ 2,222
Capital Outlay	564,274
Transfers to Other Funds	617,710
	<u>\$ 1,184,206</u>

System Development Charge Zone 2 Fund

Materials and Services	\$ 8,191
Capital Outlay	1,993,808
Transfers to Other Funds	327,494
	<u>\$ 2,329,493</u>

System Development Charge Zone 3 Fund

Materials and Services	\$ 2,483
Capital Outlay	11,716,370
Transfers to Other Funds	685,796
	<u>\$ 12,404,649</u>

Debt Service Fund - Series 2010

Materials and Services	\$ 500
Debt Service	2,165,576
	<u>\$ 2,166,076</u>

Capital Projects Fund

Capital Outlay	\$ 11,185,338
	<u>\$ 11,185,338</u>

Fixed Asset Replacement

Materials and Services	\$ 50,000
Capital Outlay	4,999,155
Special Payments	5,000
Transfers to Other Funds	5,000
Contingency	-
	<u>\$ 5,059,155</u>

Grand Total	<u>\$ 49,488,140</u>
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Total Appropriated	\$ 49,488,140
Total Unappropriated	-
	<u>\$ 49,488,140</u>