



ADOPTED BUDGET

FISCAL YEAR 2019 | 2020



NCPRD IS A SERVICE DISTRICT OF CLACKAMAS COUNTY, OREGON







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

FISCAL YEAR 2019-2020
Adopted Budget

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FY 19-20 Adopted Budget

This document is intended to provide budget committee members and citizens served by North Clackamas Parks & Recreation District (NCPRD) with the information necessary to make reasonable judgments leading to discussion, approval and subsequent adoption of the budget. Additionally, this document is intended to afford the reader a general understanding of the functions and services provided by NCPRD as a Special Service District that is part of Business and Community Services.

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May 23, 2019

Budget Message for FY 2019-20

North Clackamas Parks and Recreation District Board of Directors, Budget Committee Members and Residents,

I am pleased to present the North Clackamas Parks and Recreation District (NCPRD) Proposed Budget in the amount of \$56,908,446 for fiscal year (FY) 2019-20, from July 1, 2019 through June 30, 2020. This budget represents the District's comprehensive financial plan for achieving the organization's mission of providing, protecting and promoting access to exceptional parks and recreation opportunities for District residents.

District Profile

Voters approved the formation of the District in 1990, addressing the need for greater parks and recreation services in the urbanized northern region of the county. Now the second largest parks district in Oregon in terms of population, the District serves more than 122,000 residents in a 36-square mile area, which includes the cities of Milwaukie and Happy Valley as well as a large urban area of unincorporated Clackamas County.

The District is a service district of Clackamas County and is a division of the Clackamas County Business and Community Services Department. As a county service district, the five-member Board of County Commissioners serves as the NCPRD Board of Directors. As a special district with taxing authority, NCPRD levies a permanent rate of \$0.5382 per \$1,000 of assessed value. This is projected to generate approximately \$7.6 million in the coming fiscal year.

All District personnel are contracted through Clackamas County, and expenditures to pay personnel costs are budgeted in the Materials and Services category. NCPRD contracts with the County for 35.39 full-time equivalents (FTE) and up to 46 seasonal positions annually. FTE are recognized in the Clackamas County Budget; FTE counts in the NCPRD budget are provided for informational purposes.

NCPRD protects, maintains and promotes more than 40 parks, 287 acres of natural areas and 15 miles of trails, including the 6-mile Trolley Trail, Mount Talbert Nature Park, North Clackamas Aquatic Park, Hood View Park and the Milwaukie Center.

NCPRD also offers a wide range of recreational opportunities for residents of all ages. Programs and activities range from swimming lessons to sports leagues, health and fitness, and educational and cultural offerings. The District serves all populations, including older adults and those with disabilities, offering vital social and health services, including nutrition support and transportation services to home bound individuals.

The District sponsors several community events annually at no cost to participants such as Movies in the Park, RecMobile and Winter Celebrations. In addition, NCPRD sponsors special events like park grand openings and the annual Airing of the Quilts event, in partnership with the Friends of the Milwaukie Center.

Strategic Plan

NCPRD's first-ever Strategic Plan was completed in 2017 and focused on achieving the District's mission to provide, protect and promote access to exceptional parks and recreation opportunities. NCPRD uses the Strategic Plan goals as the foundation for the planning and budgeting process.

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

Over the past fiscal year, the District undertook numerous initiatives to achieve these goals. Efforts to maximize brand awareness across the District resulted in a record number of attendees at free programs and special events, and the District's social media following is larger than ever. NCPRD also worked collaboratively on projects with a number of key organizational partners, including Water Environment Services (WES), Oak Lodge Water Services District (OLWSD), Metro and the State of Oregon's Parks and Recreation Department. In addition, staff have developed and implemented processes to further increase efficiencies in service provision and reduce District costs.

Performance Clackamas

NCPRD also developed strategic goals using a strategic plan and process model known as Managing for Results (MFR) through Clackamas County's Performance Clackamas initiative. MFR is a comprehensive and integrated management system focused on achieving results for the customer. This process helps identify clear outcome measures and quantifiable performance targets, while ensuring a deliberate and transparent budget plan.

There are five basic components of Performance Clackamas/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.

Cost Recovery Plan

The District sets program and service fees according to the Cost Recovery Plan. This model is based on the degree to which the operational and maintenance costs of service provision are financially supported by user fees and/or other applicable funding mechanisms.

Within the plan, programs and services are grouped based on the users who benefit. For instance, a free Movies in the Park event is categorized as a *Mostly Community Benefit*, whereas a private swimming lesson leads to a *Mostly Individual Benefit*. These categorizations help staff set target cost recovery goals for each program.

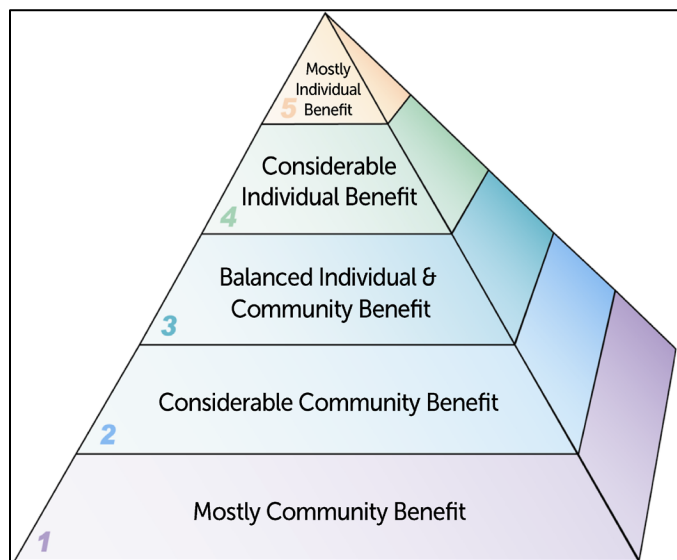


Figure 1. Cost Recovery Pyramid with Tier Labels

Costs for programs and services with greater community benefit are not recovered by user fees or alternative funding. They are offered to participants for free or at subsidized rates. In contrast, programs with greater individual benefit have higher cost recovery targets. These programs typically have higher participation fees that help offset the cost of providing the free and subsidized services with greater community benefit.

Fiscal Planning

The budget for FY 2019-20 represents the District's financial plan 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 and recreation programs, services and facilities
- Provide exceptional recreation, fitness, education and older adult services programs to District residents that are appropriately priced through the cost recovery methodology, reach the greatest number of residents utilizing resources available and align with the needs and desires of the District's 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 Plan to inform management and enable better decision making

Significant Changes

In June 2017, the City of Happy Valley attempted to withdraw from the District. Due to an Oregon Tax Court decision on September 18, 2018, NCPRD did not assess approximately \$1.5 million in property taxes on District residents within the City of Happy Valley for FY 2018-19. In addition, based on the Tax Court's decision, NCPRD needed to reduce expenditures in order to produce a balanced budget. These reductions included a \$450,000 decrease in the transfer to capital repair and replacement and a reduction in the contingency balance.

On February 21, 2019, the Clackamas County Circuit Court ruled that Happy Valley's attempt withdrawal was invalid and as of March 28, 2019, the District has reaffirmed its boundaries to include the City. (See more on this below under *Organizational Challenges*). The District intends to assess its permanent tax rate of \$0.5382 on all properties within the City of Happy Valley during FY 2019-20, which will lead to the reinstatement of anticipated revenues of approximately \$1.5 million. Expenditures have been adjusted appropriately as a result.

Organizational Challenges

In June 2017, the Happy Valley City Council attempted to withdraw from the District under Oregon Revised Statute (ORS) 222 when it passed its' Ordinance 522. The District and the City engaged in negotiations regarding the division of assets, but were unable to come to a mutually agreeable outcome.

In October 2017, the City of Happy Valley brought suit against the District centering on the withdrawal and division of assets. A partial summary judgment issued on October 12, 2018 ruled in favor of the City on a breach of contract issue only. At the time of writing this budget message, no damages have been awarded and the case is scheduled for trial in August 2019 to determine the amount of damages.

Pursuant to this withdrawal attempt, the City of Happy Valley filed a formal boundary change with the Oregon Department of Revenue (DOR), Metro and the Secretary of State. This boundary change petition was initially approved by DOR and then rescinded in June 2018. This led to an Oregon Tax Court review of the boundary change process. The Oregon Tax Court ruled in September 2018 that the City was withdrawn from the District for purposes of taxation. Therefore, the District did not assess the permanent tax rate on citizens within the City for FY 2018-19, yet continued to provide services at in-district rates to City residents.

The Oregon Tax Court declined to determine if Happy Valley had followed the proper process to withdraw from the district. As a result the Clackamas County Assessor, the County, and the District filed a Declaratory Judgment Action to answer that question. Subsequently, the Clackamas County Circuit Court issued two rulings, the first on December 13, 2018 and the second on February 21, 2019, declaring that the City's attempted withdrawal under ORS 222 was invalid, and that any withdrawal attempt should follow the process outlined in ORS 198. Happy Valley to date has not attempted to withdraw using the process in ORS 198. The District filed a formal request with the DOR, Metro and the Secretary of State to reaffirm the City as being within the District's boundaries. As a result Happy Valley remains within the District. The District intends to assess its permanent tax rate on all properties within the City of Happy Valley during FY 2019- 20.

Ongoing litigation has consumed a significant amount of staff time. Additionally, at the time of this budget message, the City is pursuing a legislative change to the current ORS 198 process. If this legislation were to be approved during the 2019 Legislative process as written, it would change the parameters for withdrawal under ORS 198, and ultimately allow the City to withdraw from the District based on a vote of City residents, and not a vote of the entire District. Continued uncertainty regarding potential changes to the District's boundary prevents completion of several important projects and planning decisions, including the Master Plan, Capital Improvement Plan and System Development Charges Methodology Update.

Funding

The District faces ongoing financial challenges in the areas of both operations and capital maintenance (repair and replacement). Ongoing expenditures for personnel, health care and other operating expenditures continue to outpace annual revenue increases.

In addition, NCPRD's tax base of \$0.5382 per \$1,000 of assessed value continues to be among the lowest parks district rate for comparable districts in the state, which makes it challenging to meet the expectations and service needs of District residents. For example, 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. (*See Figure 2*)

Furthermore, while the Master Plan calls for two \$25 million general obligation bonds, or a total of \$50 million, to fund capital expenditures, the District has never presented a ballot measure for any such bonds to District voters. This lack of a dedicated source of capital funding is unusual for a parks district, and has led NCPRD to budget both operational and capital expenditures from the permanent tax base revenue, typically reserved for operational purposes.

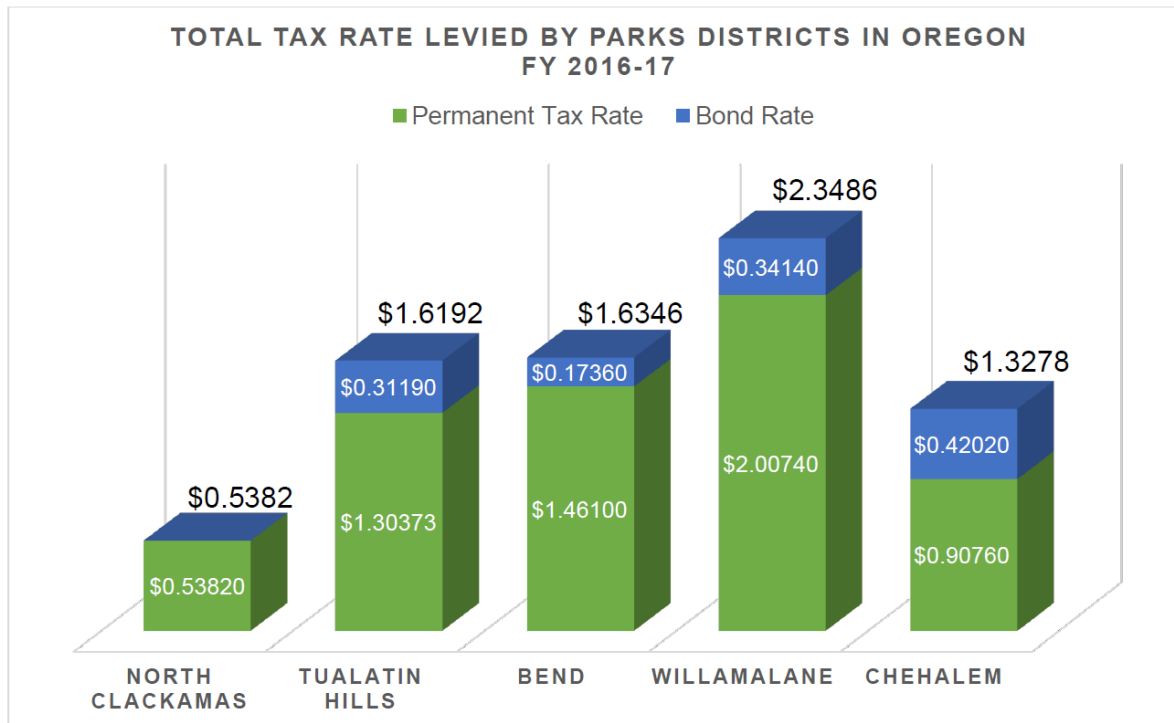


Figure 2. Total Tax Rate Levied by Parks Districts in Oregon FY 16-17

Current Year Highlights

Parks & Facility Maintenance

- Maintained 39 parks and 15 miles of trails totaling 662 acres
- Replaced Aquatic Park chiller (which aids in cooling equipment)
- Replaced interior carpet at the Aquatic Park
- Added non-slip coating to Aquatic Park dining area
- Replaced Milwaukie Center swamp cooler
- Added awning to the exterior of Milwaukie Center
- Added electronic entry sign to Aquatic Park at the Harmony Road entrance

Parks, Trails, & Natural Areas

- Continued to work as a partner with Water Environment Services (WES) on native planting projects and ongoing stewardship at multiple natural areas within the District
- Partnered with Oak Lodge Water Services District (OLWSD) to continue development of the Boardman Wetland Project
- Worked with state and regional partners on the Oregon White Oak mapping project, Wildlife Corridor strategic planning, regional amphibian and bird monitoring as well as trail assessments
- Hosted more than 12 local volunteer events in natural areas throughout the District in conjunction with partner agencies and neighborhood groups
- Maintained natural areas and trails within NCPRD sites and completed several enhancement projects

Aquatic Park

- Completed resurfacing of the viewing deck
- Expanded the Summer Swim lesson program by an additional hour, creating 50 more classes to help meet increased demand for lessons

- Hosted five local high school competitive swim teams, two NCPRD age group teams, two private swim teams and two master teams
- Hosted 11 home swim meets with over 500 youth and adult participants
- Provided year-round swim team opportunities via Piranhas program. Swimmers participated in twelve local USA swim meets. Additionally, six swimmers qualified for the state swim meet with two qualifying for multi-state regionals
- Completed training of over 80 part-time temporary staff and seven full-time staff in several health and safety programs, including mandatory reporter, Global Harmonized Systems and AED/CPR/First Aid

Older Adult Services

- Hosted over 800 volunteers in over 50 different volunteer jobs. The hours contributed by these volunteers had an estimated value to the District of nearly \$1.5 million dollars
- Generated approximately \$150,000 for the nutrition program through contributions, donations and fundraising (in addition to \$20,000 of free product from Bob's Red Mill)
- Generated over \$70,000 in revenue through rentals of the Milwaukie Center, Sara Hite Memorial Rose Garden and North Clackamas Park A-frame
- Served approximately 220 daily meals to Meals on Wheels recipients in the community as well as another 50 daily congregate meals in Pete's Café, located at the Milwaukie Center
- Provided approximately 6,000 rides primarily to and from the Milwaukie Center, but also to local grocery stores and recreation destinations

Recreation & Sports

- Hosted over 2,500 attendees at the six Movies in the Park events
- Engaged over 800 youth in District parks with the NCPRD RecMobile including successfully partnering with the North Clackamas School District (NCSD) at two Summer Nutrition Program sites
- Hosted over 400 people of all ages at Winter Celebrations, a multi-cultural and inter-generational event that includes music, dancing, delicious food and photo booth
- Introduced new art classes, art workshops, spring break camps and children's gardening classes
- Hosted over 129 adult softball teams
- Hosted volunteer coaches who donated nearly 8,500 hours of their time to support NCPRD youth programming
- Launched a new pre-kindergarten soccer program as well as an adult cornhole league

Special Events & Marketing

- Supported the Clackamas County on Tap and Uncorked event for the second year
- Published the District's first ever Annual Report for FY 2017-18

Capital Projects

- Initiated the Concord Property planning process, in partnership with the Oak Lodge and Gladstone Library projects. The partners, led by the *Clackamas* County Business and Community Services Department, are currently in the planning process to revitalize the NCPRD-owned Concord property for public use, including the potential for a community center, park and library.
- Began construction of the Boardman Wetland Complex. In partnership with Oak Lodge Water Services District (OLWSD), and with the support of grants from Metro and Oregon Parks and Recreation Department, NCPRD broke ground on phase one of the Boardman Wetland Complex in 2018, with project completion anticipated in fall 2019.

- Initiated the final design phase of the Milwaukie Bay Park project, in collaboration with the City of Milwaukie. Guided by a robust public outreach process to gather input from the community, the final design will reflect the public's consensus on how they want to gather, play and enjoy nature at the park.
- Completed construction and opened Wichita Park in the Linwood Neighborhood of Milwaukie. This new neighborhood park project was made possible due to a State of Oregon Land and Conservation Fund grant, NCPRD capital improvement funds, a grant from the LNDA, and support from the City of Milwaukie.
- Opened Hidden Falls Nature Park in the City of Happy Valley. This 21.3-acre property in Happy Valley consists of a beautiful natural area, native habitat and a 22-foot cascading waterfall.

This proposed FY 2019-20 budget was developed under the leadership of the County's Business & Community Services Department with input by numerous District staff, and will be submitted for approval to the NCPRD Budget Committee. The final step will be adoption of the FY 19-20 budget by the Board of County Commissioners acting in its capacity as the NCPRD Board of Directors. I would like to thank the Budget Committee, NCPRD Board of Directors and residents of the District for their continued dedication to the North Clackamas Parks and Recreation District.

Respectfully submitted,



Gary Schmidt
County Administrator, Clackamas County

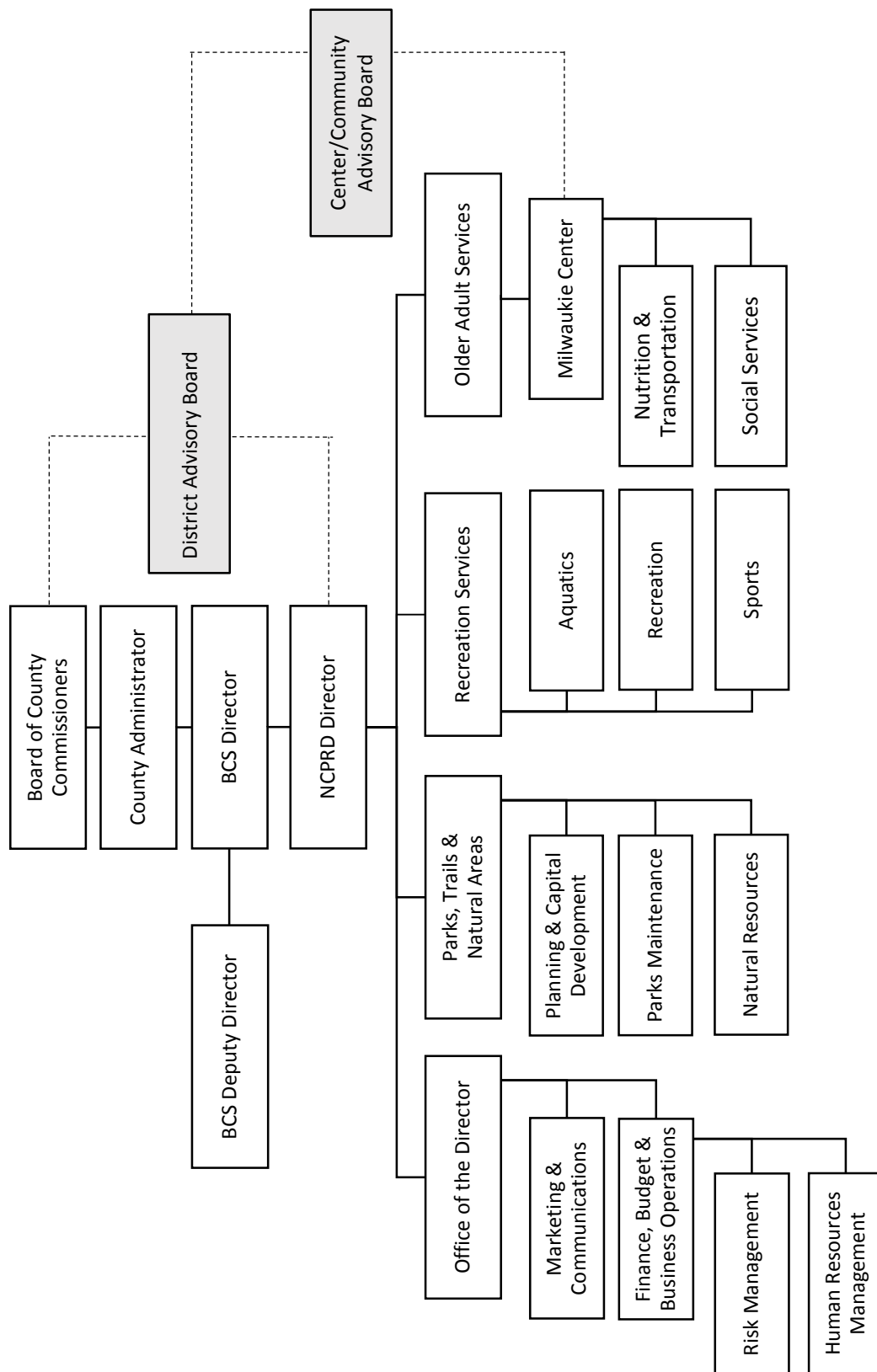




North Clackamas Parks and Recreation District

Organization Chart

FY 19-20





**North Clackamas Parks and Recreation District
FY 19-20**

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.

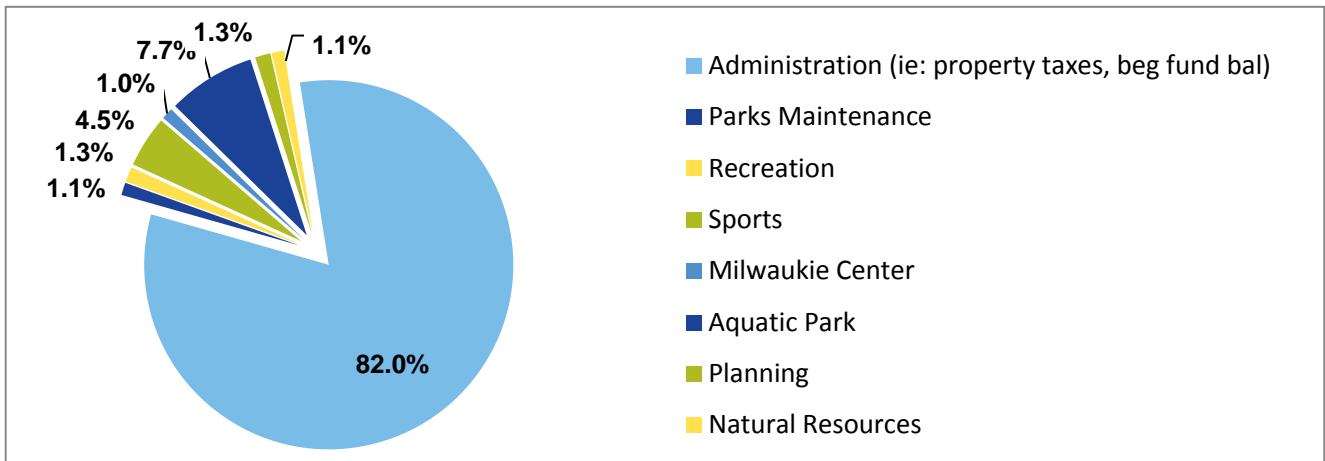


North Clackamas Parks & Recreation District

Fund Accounting Structure

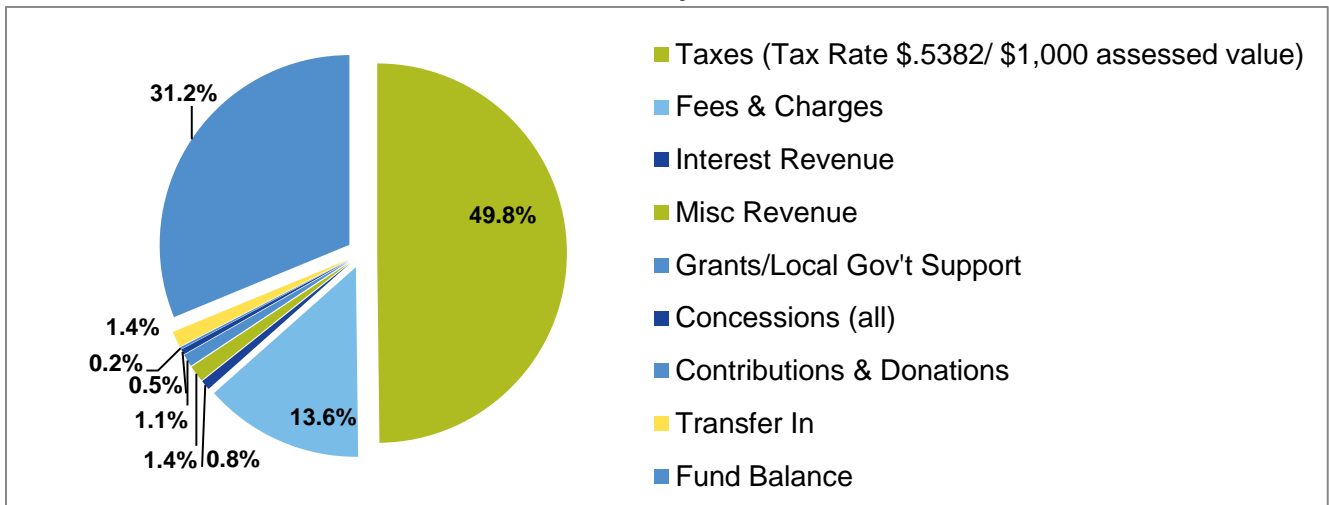
Activity Type	Fund	Major Revenue Source(s)	Major Expense(s)
<u>Operating Funds</u>			
General Fund	113	Property Tax, Fees and Charges, Grants, Donations	Operations
Nutrition and Transportation Fund	270	Other Government Agencies, Grants, Fees and Charges, Donations	Restricted to operations of Nutrition 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, Transfers from the General Fund and System Development Charge 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
FY 19-20 Budget - General Fund 113
Revenue by Program**



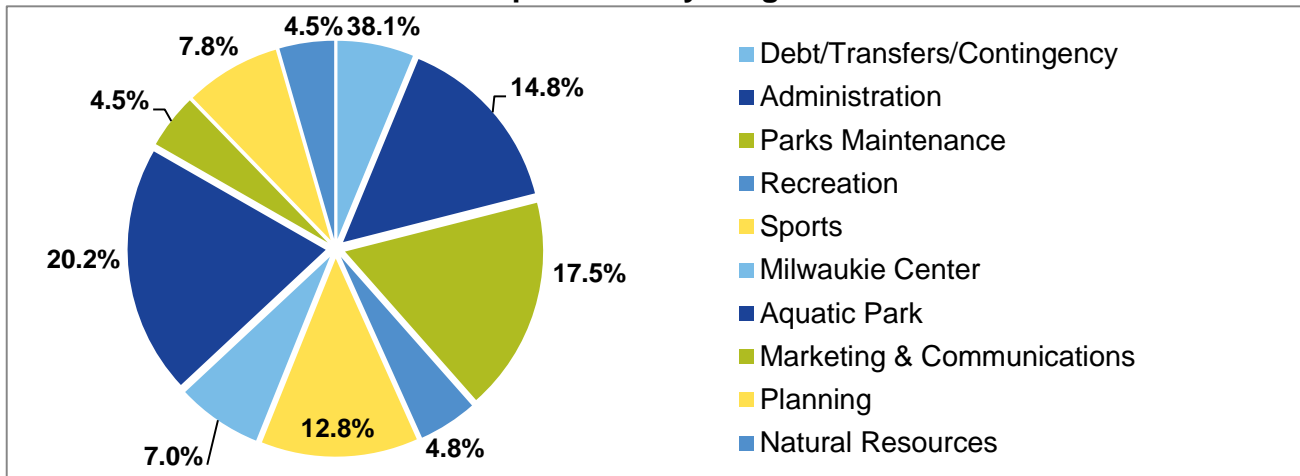
Administration (ie: property taxes, beg fund bal)	\$	12,692,280	82.0%
Parks Maintenance		170,112	1.1%
Recreation		202,500	1.3%
Sports		700,000	4.5%
Milwaukie Center		158,500	1.0%
Aquatic Park		1,194,000	7.7%
Planning		208,530	1.3%
Natural Resources		158,800	1.1%
Total	\$	15,484,722	100.0%

Revenue by Source



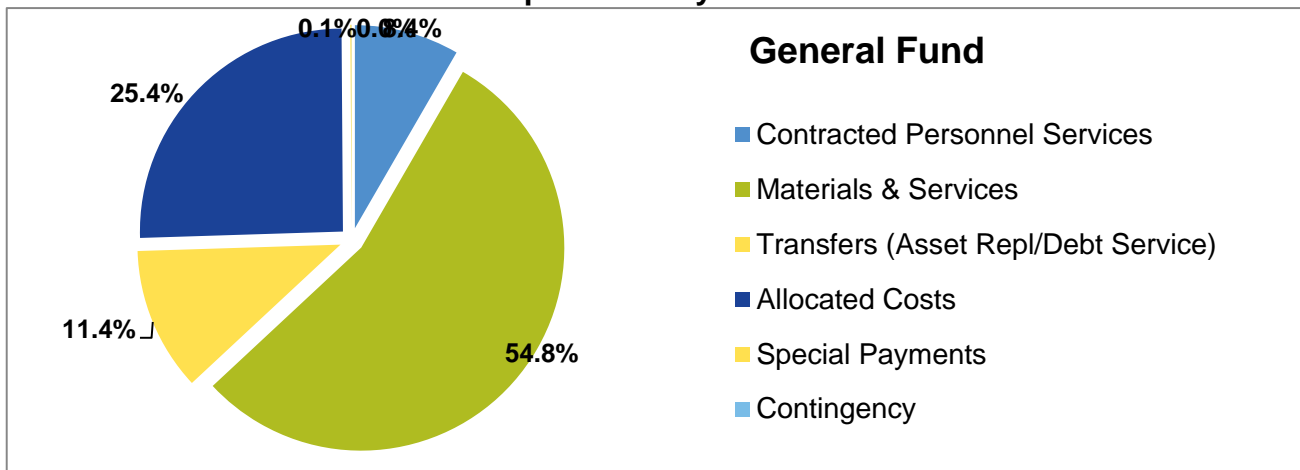
Taxes (Tax Rate \$.5382/ \$1,000 assessed value)	\$	7,712,932	49.8%
Fees & Charges		2,111,375	13.6%
Interest Revenue		130,000	0.8%
Misc Revenue		218,270	1.4%
Grants/Local Gov't Support		166,100	1.1%
Concessions (all)		71,000	0.5%
Contributions & Donations		29,000	0.2%
Transfer In		211,022	1.4%
Fund Balance		4,835,023	31.2%
Total	\$	15,484,722	100.0%

North Clackamas Parks & Recreation District
FY 19-20 Budget - General Fund 113
Expenditure by Program



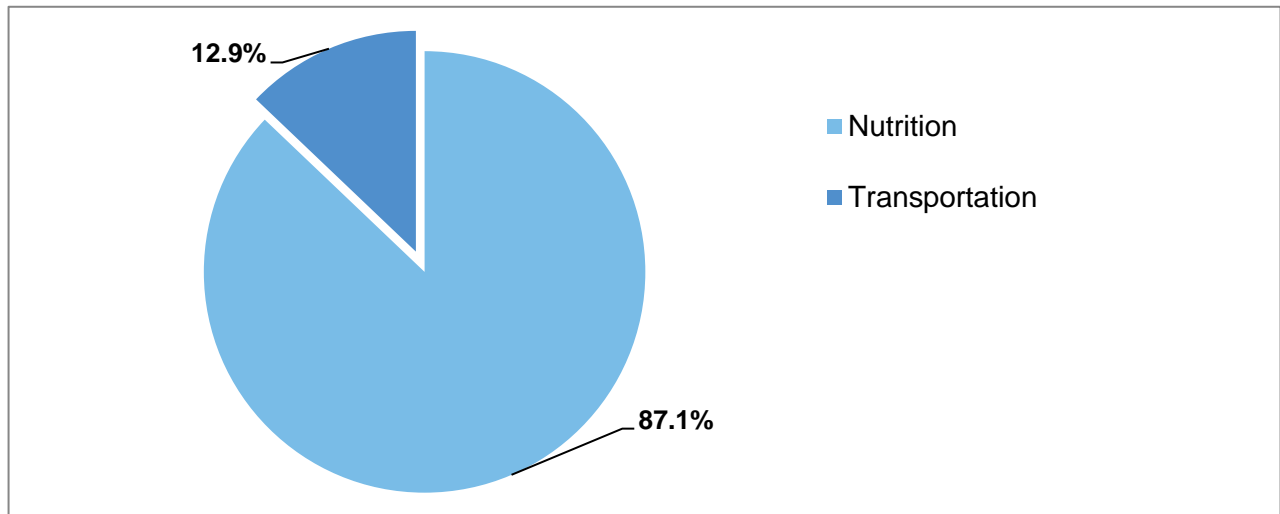
Debt/Transfers/Contingency	\$	700,685	6.2%
Administration		1,667,925	14.8%
Parks Maintenance		1,965,156	17.5%
Recreation		540,099	4.8%
Sports		1,440,802	12.8%
Milwaukie Center		784,253	7.0%
Aquatic Park		2,278,426	20.2%
Marketing & Communications		502,715	4.5%
Planning		877,684	7.8%
Natural Resources		502,437	4.5%
Total	\$	11,260,182	100.0%

Expenditure by Source



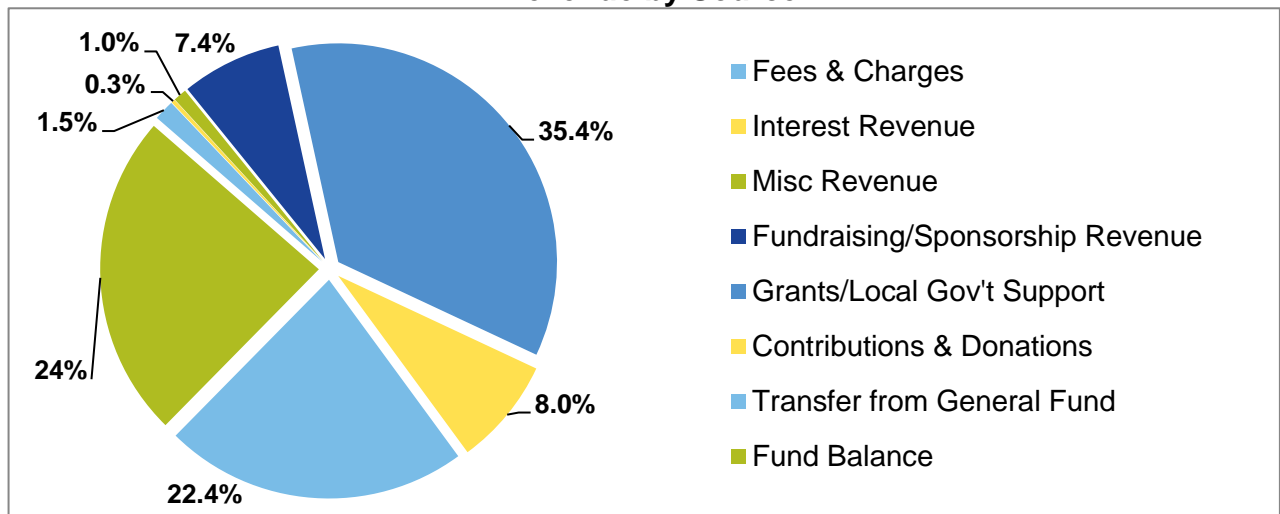
Contracted Personnel Services	511,100	8.4%
Materials & Services	3,350,486	54.8%
Transfers (Asset Repl/Debt Service)	700,000	11.4%
Allocated Costs	1,554,779	25.4%
Special Payments	1,000	0.1%
Contingency	685	0.0%
Total	\$ 6,118,050	100%

North Clackamas Parks & Recreation District
FY 19-20 Budget - Nutrition and Transportation Fund 270
Revenue by Program



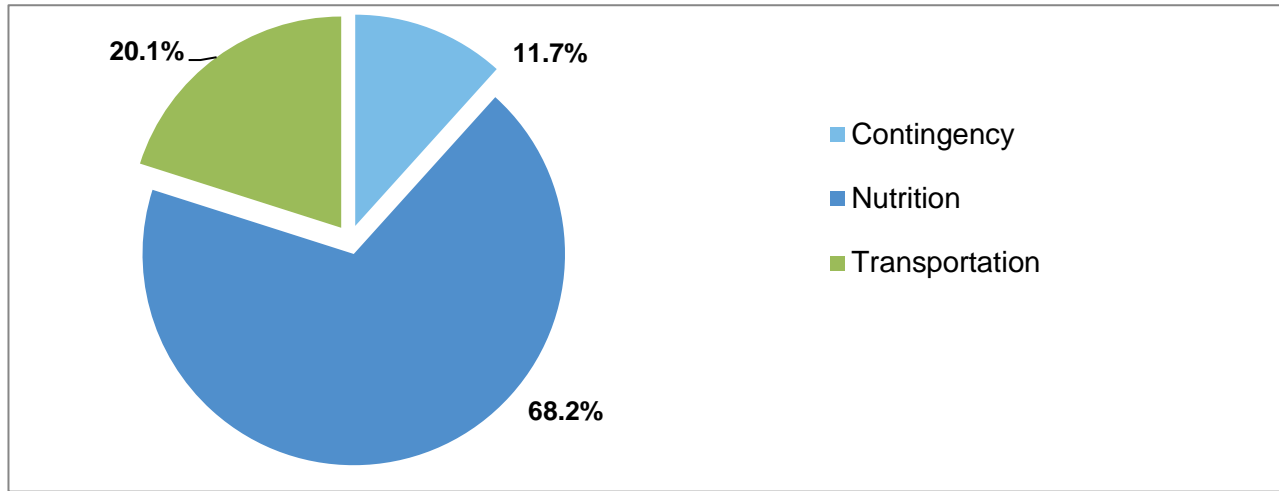
Nutrition	\$	776,794	87.1%
Transportation		114,900	12.9%
Total	\$	891,694	100.0%

Revenue by Source



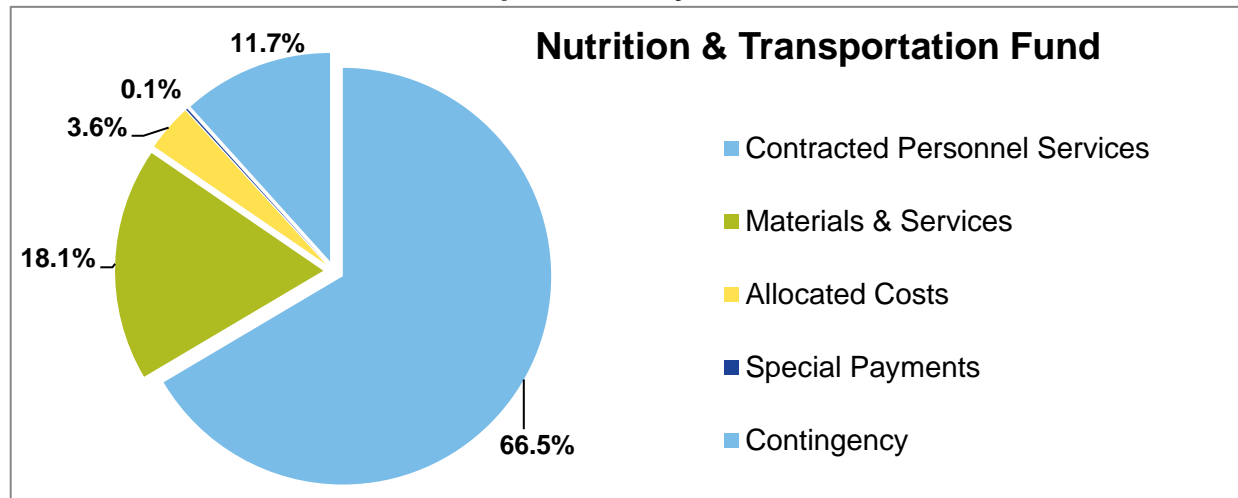
Fees & Charges	\$	13,500	1.5%
Interest Revenue		2,500	0.3%
Misc Revenue		8,750	1.0%
Fundraising/Sponsorship Revenue		66,000	7.4%
Grants/Local Gov't Support		315,400	35.4%
Contributions & Donations		71,000	8.0%
Transfer from General Fund		200,000	22.4%
Fund Balance		214,544	24.0%
Total	\$	891,694	100.0%

**North Clackamas Parks & Recreation District
FY 19-20 Budget - Nutrition and Transportation Fund 270
Expenditure by Program**



Contingency	\$	104,179	11.7%
Nutrition		608,415	68.2%
Transportation		179,100	20.1%
Total	\$	891,694	100.0%

Expenditure by Source



Contracted Personnel Services	\$	592,917	66.5%
Materials & Services		161,131	18.1%
Allocated Costs		32,467	3.6%
Special Payments		1,000	0.1%
Contingency		104,179	11.7%
Total	\$	891,694	100.0%



North Clackamas Parks & Recreation District
Interfund Transfers
FY 19-20

Transfers In - 390XXX			Transfers Out - 470XXX			
Fund #	Fund Name	Amount	Fund #	Fund Name	Amount	Description
113	General	\$ 135,822	281	SDC - Zone 1	\$ 135,822	Capital personnel expenses
113	General	\$ 70,400	282	SDC - Zone 2	\$ 70,400	Capital personnel expenses
113	General	\$ 4,800	283	SDC - Zone 3	\$ 4,800	Capital personnel expenses
270	Nutrition/Trans.	\$ 200,000	113	General	\$ 200,000	General Fund support
382	Debt - 2010	\$ 750,000	481	Capital Replacement	\$ 750,000	Transfer for Debt Service payoff
382	Debt - 2010	\$ 500,000	113	General	\$ 500,000	Transfer for Debt Payment 2010 Issue
480	Capital Projects	\$ 92,334	113	General	\$ 92,334	General Funds for Non-SDC expenditures
480	Capital Projects	\$ 571,484	281	SDC - Zone 1	\$ 571,484	SDC transfer to Capital Projects Fund
480	Capital Projects	\$ 180,579	282	SDC - Zone 2	\$ 180,579	SDC transfer to Capital Projects Fund
480	Capital Projects	\$ 4,119,993	283	SDC - Zone 3	\$ 4,119,993	SDC transfer to Capital Projects Fund
481	Capital Replacement	\$ 900,000	113	General	\$ 900,000	Replacement of Capital Assets
		<u>\$ 7,525,412</u>			<u>\$ 7,525,412</u>	



NORTH CLACKAMAS PARKS AND RECREATION DISTRICT FY 19-20

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 FY 18-19	Adopted FY 19-20
Administration	\$ 4,832,737	\$ 6,593,150
Parks Maintenance	1,825,873	1,965,156
Recreation	510,435	540,099
Sports	1,417,019	1,440,802
Milwaukie Center	748,155	784,253
Aquatic Park	2,325,060	2,278,426
Marketing & Communications	490,683	502,715
Planning	561,873	877,684
Natural Resources	419,005	502,437
Nutrition	684,992	712,594
Transportation	187,951	179,100
System Development Charges (All Zones)	14,413,213	17,308,919
Debt Service 2010 Issue	2,166,076	2,937,202
Capital Projects	11,936,847	15,160,669
Capital Asset Repair and Replacement	4,609,155	5,125,240
	\$ 47,129,074	\$ 56,908,446
Total Regular Full-Time Equivalent (FTE) Positions*	33.70	35.39
Total Temporary and Part-Time FTE Positions**	44.47	45.93
Total NCPRD Staffing	78.17	81.32

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

**Temporary & part-time data tracking started with FY 14-15 budget

North Clackamas Parks & Recreation District
District Revenue Summary - By Program
FY 19-20

Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
General						
Administration	11,271,771	11,961,538	10,529,900	12,692,280	12,692,280	12,692,280
Parks Maintenance	17,657	43,216	189,051	170,112	170,112	170,112
Recreation	168,551	200,026	165,500	202,500	202,500	202,500
Sports	723,275	767,997	710,000	700,000	700,000	700,000
Milwaukie Center	183,625	175,086	157,600	158,500	158,500	158,500
Aquatic Park	1,179,796	1,250,755	1,164,500	1,194,000	1,194,000	1,194,000
Marketing & Comm	-	-	-	-	-	-
Planning	20,386	77,771	73,485	208,530	208,530	208,530
Natural Resources	54,402	70,067	140,804	158,800	158,800	158,800
Total	13,619,463	14,546,456	13,130,840	15,484,722	15,484,722	15,484,722
Nutrition & Transportation						
Nutrition	838,776	816,481	756,196	776,794	776,794	776,794
Transportation	137,794	133,192	116,747	114,900	114,900	114,900
Total	976,570	949,673	872,943	891,694	891,694	891,694
System Development Charges						
Total	15,798,936	17,777,900	14,413,213	17,308,919	17,308,919	17,308,919
Debt Service - Series 2010						
Total	2,113,701	2,143,402	2,166,076	2,937,202	2,937,202	2,937,202
Debt Service - Series 2008						
Total	675,211	5,333,187	-	-	-	-
Capital Projects						
Total	708,794	10,878,131	11,936,847	15,101,064	15,160,669	15,160,669
Capital Asset Repair and Replacement						
Total	3,951,739	4,616,470	4,609,155	5,125,240	5,125,240	5,125,240
TOTAL REVENUE	\$ 37,844,414	\$ 56,245,219	\$ 47,129,074	\$ 56,848,841	\$ 56,908,446	\$ 56,908,446

North Clackamas Parks & Recreation District
District Expenditure Summary - By Program
FY 19-20

Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
General						
Administration	2,512,678	2,332,467	4,832,737	6,593,150	6,593,150	6,593,150
Parks Maintenance	1,564,395	1,617,566	1,825,873	1,965,156	1,965,156	1,965,156
Recreation	376,358	424,539	510,435	540,099	540,099	540,099
Sports	1,165,400	1,234,874	1,417,019	1,440,802	1,440,802	1,440,802
Milwaukie Center	678,919	694,915	748,155	784,253	784,253	784,253
Aquatic Park	1,708,619	1,866,349	2,325,060	2,278,426	2,278,426	2,278,426
Marketing & Comm	381,241	458,161	490,683	502,715	502,715	502,715
Planning	258,948	298,782	561,873	877,684	877,684	877,684
Natural Resources	324,299	343,606	419,005	502,437	502,437	502,437
Total	8,970,857	9,271,259	13,130,840	15,484,722	15,484,722	15,484,722
Nutrition & Transportation						
Nutrition	520,681	506,200	684,992	712,594	712,594	712,594
Transportation	155,790	168,362	187,951	179,100	179,100	179,100
Total	676,471	674,562	872,943	891,694	891,694	891,694
System Development Charges						
Total	637,685	1,637,732	14,413,213	17,308,919	17,308,919	17,308,919
Debt Service - Series 2010						
Total	492,025	496,375	2,166,076	2,937,202	2,937,202	2,937,202
Debt Service - Series 2008						
Total	563,856	5,333,187	-	-	-	-
Capital Projects						
Total	188,047	1,162,491	11,936,847	15,160,669	15,160,669	15,160,669
Capital Asset Repair and Replace						
Total	332,834	422,980	4,609,155	5,125,240	5,125,240	5,125,240
TOTAL EXPENDITURES	\$ 11,861,775	\$ 18,998,586	\$ 47,129,074	\$ 56,908,446	\$ 56,908,446	\$ 56,908,446





Business & Community Services

Department Budget Summary by Fund

Line of Business	FY 19-20 FTE	FY 19-20 General Fund	FY 19-20 NCPRD General Fund	FY 19-20 Nutrition & Transportation	FY 19-20 SDC	FY 19-20 Debt Service	FY 19-20 Capital Projects	FY 19-20 Capital Assets	FY 19-20 Total Proposed Budget	FY 19-20 General Fund Subsidy Included in Proposed Budget**
North Clackamas Parks & Recreation District										
Office of the Director	1.25	-	7,095,865	-	-	-	-	-	7,095,865	-
Recreation	12.33	-	4,259,327	-	-	-	-	-	4,259,327	-
Older Adult Services	7.46	-	784,253	891,694	-	-	-	-	1,675,947	-
Parks, Trails & Natural Areas	11.45	-	2,467,593	-	-	-	-	-	2,467,593	-
Asset Development	2.90	-	877,684	-	17,308,919	2,937,202	15,160,669	5,125,240	41,409,714	-
FY 19-20 Budget	35.39	\$ -	\$ 15,484,722	\$ 891,694	\$ 17,308,919	\$ 2,937,202	\$ 15,160,669	\$ 5,125,240	\$ 56,908,446	0

FY 18-19 Budget	33.70	\$ -	\$ 13,130,840	\$ 872,943	\$ 14,413,213	\$ 2,166,076	\$ 11,936,847	\$ 4,609,155	\$ 47,129,074	0
\$ Increase (Decrease)	1.69	\$ -	\$ 2,353,882	\$ 18,751	\$ 2,895,706	\$ 771,126	\$ 3,223,822	\$ 516,085	\$ 9,779,372	0
% Increase (Decrease)	5.01%	0.00%	17.93%	2.15%	20.09%	35.60%	27.01%	11.20%	20.75%	0.00%

* Personnel Services are contracted through Clackamas County, and expenses are budgeted in Materials and Services in the NCPRD budget. FTE is counted by Clackamas County. FTE counts in the NCPRD budget are provided for informational purposes.

** 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



Business and Community Services

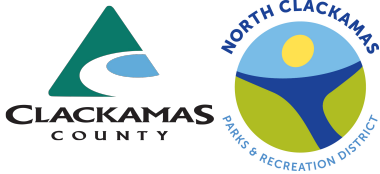
Department Mission

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
 Greg Williams - Deputy Director
 FTE 78.89
 Total BCS Request \$111,828,521
 (Includes NCPRD & Library District)
 General Fund Support \$2,808,157

BCS Administration Laura Zentner Director Greg Williams Deputy Director Total Request \$1,634,098 Gen Fund \$ -	Fair & Event Center Laura Zentner Director Greg Williams Deputy Director Total Request \$2,250,500 Gen Fund \$ -	Economic Development Laura Zentner Director Greg Williams Deputy Director Total Request \$4,493,843 Gen Fund \$ -	Library Laura Zentner Director Greg Williams Deputy Director Total Request \$9,891,583 Gen Fund \$ 2,597,275	Parks, Golf & Recreation Laura Zentner Director Greg Williams Deputy Director Total Request \$6,858,316 Gen Fund \$ 210,882	Assets Laura Zentner Director Greg Williams Deputy Director Total Request \$7,499,860 Gen Fund \$ -	North Clackamas Parks & Recreation District Laura Zentner Director Scott Archer NCPRD Director Total Request \$56,908,446 Gen Fund \$ -
Office of the Director Laura Zentner Director FTE 1.65 Total Request \$748,351 Gen Fund \$ -	County Fair & Rodeo Laurie Bothwell Executive Director FTE 0.00 Total Request \$1,461,615 Gen Fund \$ -	Economic Development Catherine Grubowski-Johnson Manager FTE 4.50 Total Request \$1,687,614 Gen Fund \$ -	Library Systems Kathryn Kohl Manager FTE 5.50 Total Request \$4,242,159 Gen Fund \$ 1,376,503	Stone Creek Golf Club Gordon Tolbert Manager FTE 0.00 Total Request \$3,607,059 Gen Fund \$ -	Forest & Timber Management Rick Gruen Manager FTE 3.26 Total Request \$4,260,901 Gen Fund \$ -	Office of the Director Scott Archer NCPRD Director FTE 1.25 Total Request \$7,095,865 Gen Fund \$ -
Budgeting, Financial Mgmt. & Planning Greg Williams Deputy Director FTE 2.35 Total Request \$885,747 Gen Fund \$ -	County Event Center Laurie Bothwell Executive Director FTE 0.00 Total Request \$788,885 Gen Fund \$ -	Economic Opportunity Laura Zentner Director FTE 0.00 Total Request \$1,898,480 Gen Fund \$ -	Shared Library Services Kathryn Kohl Manager FTE 6.50 Total Request \$2,647,796 Gen Fund \$ 1,220,772	County Parks Rick Gruen Manager FTE 5.64 Total Request \$3,251,257 Gen Fund \$ 210,882	Property Disposition Rick Gruen Manager FTE 1.40 Total Request \$2,761,998 Gen Fund \$ -	Recreation Kandi Ho Manager FTE 12.33 Total Request \$4,259,327 Gen Fund \$ -
		Ag. & Forest Econ. Development Rick Gruen Manager FTE 1.20 Total Request \$507,749 Gen Fund \$ -	Oak Lodge Library Mitzi Olson Manager FTE 5.25 Total Request \$2,023,079 Gen Fund \$ -		Tax Title Land Rick Gruen Manager FTE 0.00 Total Request \$476,961 Gen Fund \$ -	Older Adult Services Kandi Ho Manager FTE 7.46 Total Request \$1,675,947 Gen Fund \$ -
		Land Bank Authority Vacant Ec. Dev. Coordinator FTE 1.50 Total Request \$400,000 Gen Fund \$ -	Gladstone Library Mitzi Olson Manager FTE 4.75 Total Request \$978,549 Gen Fund \$ -			Parks, Trails & Natural Areas Kevin Cayson Manager FTE 11.45 Total Request \$2,467,593 Gen Fund \$ -
			Library District Laura Zentner Director Greg Williams Deputy Director FTE 0.00 Total Request \$22,291,875 Gen Fund \$ -			Asset Development Kathryn Krygier Manager FTE 2.90 Total Request \$41,409,714 Gen Fund \$ -



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
 Greg Williams - Deputy Director
 Total Request \$111,828,521
 General Fund Support \$2,808,157

North Clackamas Parks & Recreation District

Laura Zentner
 Scott Archer
 Total Request
 \$56,908,446

Gen Fund \$ -

Office of the Director

Scott Archer
 NCPRD Director
 Total Request
 \$7,095,865

Gen Fund \$ -

Recreation

Kandi Ho
 Manager
 Total Request
 \$4,259,327

Gen Fund \$ -

Older Adult Services

Kandi Ho
 Manager
 Total Request
 \$1,675,947

Gen Fund \$ -

Parks, Trails & Natural Areas

Kevin Cayson
 Manager
 Total Request
 \$2,467,593

Gen Fund \$ -

Asset Development

Kathryn Krygier
 Manager
 Total Request
 \$41,409,714

Gen Fund \$ -



North Clackamas Parks & Recreation District

Office of the Director

Purpose 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.

Performance Narrative

The key performance measures for the Office of Director focus on marketing and fiscal responsibility. All NCPRD social media pages, including the Aquatic Park, Milwaukie Center and Sports pages increased by 9% during FY 18-19. The Finance Office, a resource within the Office of the Director, completed a fiscally responsible budget document in compliance with Oregon Budget Law.

Key Performance Measures

		FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Target	Actual as of (12/31/18)	FY 19-20 Target
Result	Percentage growth of total social media followers at the end of the current fiscal year	N/A	N/A	10% growth	9% growth	10% growth
Output	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	Initial performance year. No data available	12,984 current FY / 11,911 previous FY	14,412, FY 19-20 / 13,102 FY 18-19
Result	Percentage of budget documents prepared in accordance with Oregon Budget Law	N/A	N/A	100%	100%	100%

Leveraging social media is a key part of NCPRD's outreach strategy. Having a presence on social media helps to humanize the NCPRD brand and provides an open line of communication with residents and partners, resulting in increased transparency and engagement. Additionally, social media is an important tool for increasing awareness around NCPRD programs, activities and events; driving more website traffic and registrations.

Oregon Budget Law (ORS 294.338) states that a municipal corporation may not expend money or certify to the assessor an ad valorem tax rate or estimated amount of ad valorem taxes to be imposed in any year unless the municipal corporation has complied with ORS 294.305 to ORS 294.565. As a government agency, NCPRD is required to follow Oregon budget law and has prepared their budget documents in accordance with Oregon Budget Law since their inception.

Program includes:

Mandated Services ☒ Y

Shared Services ☒ Y

Grant Funding ☐ N

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 **state-mandated service** with a dedicated tax base funding for specific District costs. In 1990, District voters approved a Parks & 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 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended Budget	FY 18-19 Projected Year End	FY 19-20 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Beginning Balance	4,343,827	4,648,606	4,119,033	5,275,196	4,835,023	715,990	17.4%
Prior Year Revenue	-	-	-	-	-	-	0%
Taxes	6,855,588	7,157,876	6,267,555	6,471,555	7,712,932	1,445,377	23.1%
Licenses & Permits	-	-	-	-	-	-	0%
Federal Grants & Revenues	954	1,097	1,000	1,339	1,300	300	30.0%
State Grants & Revenues	-	-	-	-	-	-	0%
Local Grants & Revenues	-	-	-	-	-	-	0%
Charges for Service	8,336	17,833	84,313	84,313	9,125	(75,188)	-89.2%
Fines & Penalties	-	-	-	-	-	-	0%
Other Revenues	63,066	104,304	58,000	138,000	130,000	72,000	124.1%
Interfund Transfers	-	31,823	-	20,700	3,900	3,900	0%
Operating Revenue	6,927,944	7,312,933	6,410,868	6,715,907	7,857,257	1,446,389	22.6%
Total Rev - Including Beginning Bal	11,271,771	11,961,538	10,529,901	11,991,103	12,692,280	2,162,379	20.5%
Personnel Services*	-	-	-	-	-	-	0%
Materials & Services	991,562	1,136,293	1,192,472	1,192,472	1,097,091	(95,381)	-8.0%
Indirect Costs (Internal Dept Chgs)	-	-	-	-	-	-	0%
Cost Allocation Charges	99,029	94,499	84,693	84,693	96,979	12,286	14.5%
Capital Outlay	-	-	-	-	-	-	0%
Operating Expenditure	1,090,591	1,230,792	1,277,165	1,277,165	1,194,070	(83,095)	-6.5%
Debt Service	-	-	-	-	-	-	0%
Special Payments	-	-	-	-	-	-	0%
Interfund Transfers	1,803,329	1,559,836	1,170,465	1,125,545	1,692,334	521,869	44.6%
Reserve for Future Expenditures	-	-	-	-	-	-	0%
Contingency	-	-	2,875,790	-	4,209,461	1,333,671	46.4%
Total Exp - Including Special Categories	2,893,920	2,790,628	5,323,420	2,402,710	7,095,865	1,772,445	33.3%
General Fund Support (if applicable)	0	0	0	0	0	-	0%
Contracted Full Time Equiv Pos (FTE) Budgeted	1.31	1.44	1.25	1.25	1.25	-	0%
Contracted Full Time Equiv Pos (FTE) Filled at Yr End	1.10	1.18	1.25	1.25	1.25	-	0%
Contracted Full Time Equiv Pos (FTE) Vacant at Yr End	0.21	0.26	0.00	0.00	0.00	-	0%

* Personnel Services are contracted through Clackamas County, and expenses are budgeted in Materials & Services in the NCPRD budget. FTE is counted by Clackamas County. FTE counts in the NCPRD budget are provided for informational purposes.

Significant Issues and Changes

For FY 19-20, property taxes have been budgeted with the assumption that Happy Valley remains in the District. The transfer to capital repair and replace has been budgeted at \$900,000. Paying off the Aquatic Park debt has been budgeted, which will result in a savings of \$500,000 per year for the general fund. We are exploring the possibility of transferring the Administrative staff to one of the recently acquired District properties, which after initial tenant improvement costs, will result in a reduction in building lease and maintenance costs, as well as some utility savings for the District.



North Clackamas Parks & Recreation District

Recreation

Purpose 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.

Performance Narrative

The NCPRD Recreation Program offers hundreds of community education classes for both youth and adults throughout the year. Programs like art, drama, dance, exercise and fitness, outdoor adventures, camps and sports are offered to district residents of all ages. Classes are available online and at various locations throughout the District. The Recreation Program increased program offerings in response to the needs of District residents and evaluated the satisfaction of the current offering with participants.

Key Performance Measures

		FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Target	Actual as of (12/31/18)	FY 19-20 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	2% growth	11% growth	2% growth
Output/Demand	Total number of program offerings this fiscal year / Total number of program offerings this last fiscal year	N/A	N/A	Initial performance year. No data available.	123 programs offered FY 17-18 / 137 programs offered FY 18-19	286 programs offered FY18-19/ 280 programs offered FY 19-20
Result	Percentage of total number of program participants who reported being "satisfied" or better on completed surveys	N/A	N/A	80%	93%	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	Initial performance year. No data available.	163 surveys received / 153 responded "satisfied"	264 surveys received/ 330 responded "satisfied"

Participation in the NCPRD Recreation Program increased eleven percent between Fall 2018 and Winter 2019, with over 117 new participants attending courses, and an additional fifteen courses added.

Ninety-three percent of the participants who responded to surveys throughout the year rated the NCPRD programs as "satisfactory" or better. The Recreation Program reviews these results to determine the most popular courses and develops classes to meet the needs of the community. In the FY 19-20 budget, for example, the Recreation Program is budgeting funds to add additional computer coding classes due to the popularity and District demand for those specific classes.

Program includes:

Mandated Services	<input type="text" value="Y"/>
Shared Services	<input type="text" value="Y"/>
Grant Funding	<input type="text" value="N"/>

Explanation: NCPRD is a **state-mandated service** with a dedicated tax base funding for specific District costs. In 1990, District voters approved a Parks & 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

Recreation

Budget Summary

	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended Budget	FY 18-19 Projected Year End	FY 19-20 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	2,065,122	2,210,194	2,031,000	2,090,000	2,087,500	56,500	2.8%
Fines & Penalties	-	-	-	-	-	-	0%
Other Revenues	6,500	8,584	9,000	12,300	9,000	-	0%
Interfund Transfers	-	-	-	-	-	-	0%
Operating Revenue	2,071,622	2,218,778	2,040,000	2,102,300	2,096,500	56,500	2.8%
Total Rev - Including Beginning Bal	2,071,622	2,218,778	2,040,000	2,102,300	2,096,500	56,500	2.8%
Personnel Services*	-	-	-	-	-	-	0%
Materials & Services	3,122,071	3,393,778	4,110,104	3,650,706	4,090,191	(19,913)	-0.5%
Indirect Costs (Internal Dept Chgs)	-	-	-	-	-	-	0%
Cost Allocation Charges	128,306	131,984	142,410	142,410	169,136	26,726	18.8%
Capital Outlay	-	-	-	-	-	-	0%
Operating Expenditure	3,250,377	3,525,762	4,252,514	3,793,116	4,259,327	6,813	0.2%
Debt Service	-	-	-	-	-	-	0%
Special Payments	-	-	-	-	-	-	0%
Interfund Transfers	-	-	-	-	-	-	0%
Reserve for Future Expenditures	-	-	-	-	-	-	0%
Contingency	-	-	-	-	-	-	0%
Total Exp - Including Special Categories	3,250,377	3,525,762	4,252,514	3,793,116	4,259,327	6,813	0.2%
General Fund Support (if applicable)	0	0	0	0	0	-	0%
Contracted Full Time Equiv Pos (FTE) Budgeted	11.88	12.64	12.24	12.24	12.33	0.09	0.7%
Contracted Full Time Equiv Pos (FTE) Filled at Yr End	10.83	11.54	12.24	12.24	12.33		
Contracted Full Time Equiv Pos (FTE) Vacant at Yr End	1.05	1.10	0.00	0.00	0.00		

* Personnel Services are contracted through Clackamas County, and expenses are budgeted in Materials & Services in the NCPRD budget. FTE is counted by Clackamas County. FTE counts in the NCPRD budget are provided for informational purposes.

Significant Issues and Changes

The Recreation Program 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 is steadily increasing, and new opportunities exist for recreational activities in the District's three new facilities: Concord, Clackamas, and Wichita Elementary Schools.



North Clackamas Parks & Recreation District

Older Adult Services

Purpose Statement

The purpose of the NCPRD 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.

Performance Narrative

The NCPRD Older Adult Services Program offers many different opportunities for volunteering. Opportunities include data entry, tax preparation, fundraising, respite program aides, arts and crafts, and delivery drivers. The Milwaukie Center is a popular place, and often has more volunteer applications than can be placed. The Nutrition Program is a provider of Meals on Wheels, a fresh, well-balanced lunch delivered by volunteers to home-bound older adults and their caregivers to improve nutrition for folks who cannot shop or cook for themselves.

Key Performance Measures

		FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Target	Actual as of (12/31/18)	FY 19-20 Target
Result	Percentage of volunteer applicants who are successfully placed	N/A	N/A	65%	81%	64%
Output/Demand	Total number of volunteer placements / Total number of volunteer applicants	N/A	N/A	32 placements / 50 applicants	39 placements / 48 applicants	32 placements / 50 applicants
Result	Percentage of Meals on Wheels clients served	N/A	N/A	100%	100%	100%
Output/Demand	Total number of Meals on Wheels clients served / Total number of Meals on Wheels clients requesting service	N/A	N/A	452 clients served / 452 clients requesting service	311 clients served / 311 clients requesting service	452 clients served / 452 clients requesting service

During the first half of FY 18-19, the NCPRD Older Adult Services Program had 48 volunteer applications. Of those applications, 39 volunteers were placed in positions. Applicants must complete an application and emergency contact form and must also pass a criminal background check. Each year, the volunteer program is so popular at the Center, there are often more applicants than positions to fill.

Each year, the Nutrition Program receives hundreds of requests from District residents for Meals on Wheels services. During the first half of FY 18-19, the Milwaukie Center received 311 requests for services and was able to fulfill all of them.

Program includes:

Mandated Services	<input type="text" value="Y"/>
Shared Services	<input type="text" value="Y"/>
Grant Funding	<input type="text" value="Y"/>

Explanation: NCPRD is a **state-mandated service** with a dedicated tax base funding for specific District costs. In 1990, District voters approved a Parks & 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**. Older Adult Services receives grant funding from the State of Oregon Medicaid program and from Clackamas County grants.



North Clackamas Parks & Recreation District

Older Adult Services

Budget Summary

	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended Budget	FY 18-19 Projected Year End	FY 19-20 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Beginning Balance	336,917	300,098	228,446	275,110	214,544	(13,902)	-6.1%
Prior Year Revenue	-	-	-	-	-	-	0%
Taxes	-	-	-	-	-	-	0%
Licenses & Permits	-	-	-	-	-	-	0%
Federal Grants & Revenues	-	-	-	-	-	-	0%
State Grants & Revenues	-	-	-	-	-	-	0%
Local Grants & Revenues	65,509	54,254	60,000	56,000	56,000	(4,000)	-6.7%
Charges for Service	529,014	495,879	475,747	486,037	472,400	(3,347)	-0.7%
Fines & Penalties	-	-	-	-	-	-	0%
Other Revenues	118,936	114,227	112,750	111,037	107,250	(5,500)	-4.9%
Interfund Transfers	109,818	160,300	153,600	153,600	200,000	46,400	30.2%
Operating Revenue	823,277	824,660	802,097	806,674	835,650	33,553	4.2%
Total Rev - Including Beginning Bal	1,160,194	1,124,758	1,030,543	1,081,784	1,050,194	19,651	1.9%
Personnel Services*	-	-	-	-	-	-	0%
Materials & Services	1,271,661	1,284,654	1,437,793	1,353,436	1,494,725	56,932	4.0%
Indirect Costs (Internal Dept Chgs)	-	-	-	-	-	-	0%
Cost Allocation Charges	73,911	74,523	61,915	61,915	76,043	14,128	22.8%
Capital Outlay	-	-	-	-	-	-	0%
Operating Expenditure	1,345,572	1,359,177	1,499,708	1,415,351	1,570,768	71,060	4.7%
Debt Service	-	-	-	-	-	-	0%
Special Payments	-	-	5,000	-	1,000	(4,000)	-80.0%
Interfund Transfers	9,818	10,300	3,600	3,600	-	(3,600)	-100.0%
Reserve for Future Expenditures	-	-	-	-	-	-	0%
Contingency	-	-	112,790	-	104,179	(8,611)	-7.6%
Total Exp - Including Special Categories	1,355,390	1,369,477	1,621,098	1,418,951	1,675,947	54,849	3.4%
General Fund Support (if applicable)	0	0	0	0	0	-	0%
Contracted Full Time Equiv Pos (FTE) Budgeted	8.36	7.34	7.46	7.46	7.46	-	0%
Contracted Full Time Equiv Pos (FTE) Filled at Yr End	7.15	8.03	7.46	7.46	7.46	-	0%
Contracted Full Time Equiv Pos (FTE) Vacant at Yr End	1.21	-0.69	0.00	0.00	0.00	-	0%

* Personnel Services are contracted through Clackamas County, and expenses are budgeted in Materials & Services in the NCPRD budget. FTE is counted by Clackamas County. FTE counts in the NCPRD budget are provided for informational purposes.

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

Purpose 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. In addition, this program maintains the District's capital assets.

Performance Narrative

The Parks Maintenance department completed eleven of the twelve capital projects scheduled in FY 18-19, including applying non-slip coating at the Aquatic Park and replacing the swamp cooler at the Milwaukie Center. In addition, the department completed 100% of the work orders within 90 days of receipt.

Key Performance Measures

		FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Target	Actual as of (12/31/18)	FY 19-20 Target
Result	Percentage of Maintenance Work Orders completed within 90 days	N/A	N/A	95%	100%	95%
Output/Demand	Total number of maintenance work orders completed within 90 days / Total number of maintenance work orders submitted this fiscal year	N/A	N/A	Initial performance year. No data available.	173 work orders submitted/173 work orders completed	360 work orders submitted/342 work orders completed
Result	Percentage of capital repair/replace projects completed within the fiscal year	N/A	N/A	90%	33%	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	11 projects completed / 12 projects scheduled	*see note below	11 projects completed / 12 projects scheduled

The NCPRD capital repair and replacement program ensures that 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.

During FY 18-19, a number of capital assets were scheduled to be replaced, including the Aquatic Park carpet and chiller. A non-slip coating was also added to the eating area floor of the Aquatic Park. At the Milwaukie Center, the swamp cooler was replaced with a new air conditioning unit and a new aluminum awning structure was added. A new electronic sign for the Harmony Campus was also added.

*As of the writing of this report, 32.5% of the capital repair and replace projects have been completed for FY18-19, as follows:

Oak Bluff Costco Trail Repair & Rehab (0%), Orchard Summit Delineation & Enhancement (0%), MSC-NCP West Side Trail Connector Repair (0%), Trolley Trail Roethe Rd Encroachment Rehab (0%), Aquatic Park Chiller Replacement (100%), Aquatic Park Carpet Replacement (100%), Aquatic Park Non-Slip Coating (100%), Milwaukie Center Swamp Cooler Replacement (50%), Milwaukie Center Aluminum Awning (contract awarded, 30% complete), Milwaukie Center Steamer Replacement (removed from list), Asset Management Software (0%), and Electronic Entry Sign Aquatic Park (contract submitted, 10% complete).

Program includes:

Mandated Services	<input type="text" value="Y"/>
Shared Services	<input type="text" value="Y"/>
Grant Funding	<input type="text" value="Y"/>

Explanation: NCPRD is a **state-mandated service** with a dedicated tax base funding for specific District costs. In 1990, District voters approved a Parks & 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**. NCPRD Parks, Trails, and Natural Areas has applied for federal grant funding for FY 19-20 from the United States Forest Service for planting and maintenance within riparian habitats at several natural areas within the District.



North Clackamas Parks & Recreation District

Parks, Trails & Natural Areas

Budget Summary

	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended Budget	FY 18-19 Projected Year End	FY 19-20 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	7,732	-	-	34,100	34,100	0%
State Grants & Revenues	-	-	-	-	-	-	0%
Local Grants & Revenues	53,117	66,375	69,750	69,700	79,750	10,000	14.3%
Charges for Service	788	450	-	250	-	-	0%
Fines & Penalties	-	-	-	-	-	-	0%
Other Revenues	1,230	27,952	105,000	116,244	126,551	21,551	20.5%
Interfund Transfers	9,182	10,774	155,104	17,300	88,511	(66,593)	-42.9%
Operating Revenue	72,060	113,283	329,854	203,494	328,912	(942)	-0.3%
Total Rev - Including Beginning Bal	72,060	113,283	329,854	203,494	328,912	(942)	-0.3%
Personnel Services*	-	-	-	-	-	-	0%
Materials & Services	1,553,177	1,747,219	2,177,403	2,131,147	2,393,824	216,421	9.9%
Indirect Costs (Internal Dept Chgs)	-	-	-	-	-	-	0%
Cost Allocation Charges	71,753	78,116	67,475	67,475	72,769	5,294	7.8%
Capital Outlay	-	-	-	-	-	-	0%
Operating Expenditure	1,624,930	1,825,335	2,244,878	2,198,622	2,466,593	221,715	9.9%
Debt Service	-	-	-	-	-	-	0%
Special Payments	263,764	135,838	-	-	1,000	1,000	0%
Interfund Transfers	-	-	-	-	-	-	0%
Reserve for Future Expenditures	-	-	-	-	-	-	0%
Contingency	-	-	-	-	-	-	0%
Total Exp - Including Special Categories	1,888,694	1,961,173	2,244,878	2,198,622	2,467,593	222,715	9.9%
General Fund Support (if applicable)	0	0	0	0	0	-	0%
Contracted Full Time Equiv Pos (FTE) Budgeted	10.43	12.08	11.45	11.45	11.45	-	0%
Contracted Full Time Equiv Pos (FTE) Filled at Yr End	9.64	9.81	11.45	11.45	11.45	-	0%
Contracted Full Time Equiv Pos (FTE) Vacant at Yr End	0.79	2.27	0.00	0.00	0.00	-	0%

* Personnel Services are contracted through Clackamas County, and expenses are budgeted in Materials & Services in the NCPRD budget. FTE is counted by Clackamas County. FTE counts in the NCPRD budget are provided for informational purposes.

Significant Issues and Changes

In FY 19-20, NCPRD will continue to support the maintenance of three new facilities: Concord, Clackamas, and Wichita Elementary Schools. In addition to the ongoing maintenance for the District's parks and trails, NCPRD has scheduled additional projects at the Aquatic Park and the Milwaukie Center, as well as projects for 14 playgrounds and other parks and natural areas during FY 19-20. Federal and state grants help to subsidize the revenue for parks and trails maintenance.



North Clackamas Parks & Recreation District

Asset Development

Purpose 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.

Performance Narrative

The NCPRD Asset Development Program coordinates acquisition of park land and organizes development of parks, trails and recreation facilities within the district. This includes conceptual planning, submitting land-use applications, applying for and managing grants, and supervising capital project construction. NCPRD partners in many regional park projects and is committed to engaging residents in the planning and development process. The Master Plan guides long-term planning efforts. The Clackamas County Board of Commissioners approved the NCPRD Parks and Recreation Master Plan in 2004.

Key Performance Measures

		FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Target	Actual as of (12/31/18)	FY 19-20 Target
Result	Percentage of growth in District's developed parks, trails and natural areas in acres	N/A	N/A	7%	Data collected annually	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	30 new acres / 449 currently developed	Data collected annually	26 new acres/473 currently developed
Result	Percentage of planning projects completed	N/A	N/A	55%	Data collected annually	58%
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	5 projects completed / 9 projects scheduled	Data collected annually	7 projects completed / 12 projects scheduled

In FY 18-19, nine capital improvement projects were planned, totaling over \$2.5 million dollars. These projects are funded by System Development Charges, grants, and the NCPRD general fund. Included in these budgeted projects were the Hidden Falls development, Milwaukie Bay Park planning, Boardman Wetland Natural Area, and the Concord Elementary Master Plan.

Program includes:

Mandated Services	<input type="text" value="Y"/>
Shared Services	<input type="text" value="Y"/>
Grant Funding	<input type="text" value="Y"/>

Explanation: NCPRD is a **state-mandated service** with a dedicated tax base funding for specific District costs. In 1990, District voters approved a Parks & 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**. In FY 19-20, Asset Development is budgeted to receive **grant funding** from WES and the Oregon Parks and Recreation Department.



North Clackamas Parks & Recreation District

Asset Development

Budget Summary

	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended Budget	FY 18-19 Projected Year End	FY 19-20 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Beginning Balance	17,112,745	21,033,932	11,134,598	31,696,353	30,662,786	19,528,188	175.4%
Prior Year Revenue	10,156	-	16,732,920	-	-	(16,732,920)	-100.0%
Taxes	-	-	-	-	-	-	0%
Licenses & Permits	3,425,943	2,338,138	674,818	885,000	2,069,000	1,394,182	206.6%
Federal Grants & Revenues	-	-	100,000	100,000	-	(100,000)	-100.0%
State Grants & Revenues	4,829	25,713	265,000	265,000	-	(265,000)	-100.0%
Local Grants & Revenues	6,597	-	747,514	747,514	505,610	(241,904)	-32.4%
Charges for Service	9,139	39,460	12,897	9,722	10,644	(2,253)	-17.5%
Fines & Penalties	-	-	-	-	-	-	0%
Other Revenues	241,664	14,424,106	569,668	564,681	259,519	(310,149)	-54.4%
Interfund Transfers	2,457,693	2,965,512	2,961,361	2,953,237	7,458,551	4,497,190	151.9%
Operating Revenue	6,156,022	19,792,929	22,064,178	5,525,154	10,303,324	(11,760,854)	-53.3%
Total Rev - Including Beginning Bal	23,268,767	40,826,861	33,198,776	37,221,507	40,966,110	7,767,334	23.4%
Personnel Services*	-	-	-	-	-	-	0%
Materials & Services	250,963	321,377	606,233	480,619	902,102	295,869	48.8%
Indirect Costs (Internal Dept Chgs)	-	-	-	-	-	-	0%
Cost Allocation Charges	17,920	17,870	19,036	19,036	23,726	4,690	24.6%
Capital Outlay	385,785	1,585,201	28,795,319	3,970,232	31,721,106	2,925,787	10.2%
Operating Expenditure	654,668	1,924,448	29,420,588	4,469,887	32,646,934	3,226,346	11.0%
Debt Service	1,055,181	5,828,827	2,165,576	500,475	2,924,702	759,126	35.1%
Special Payments	-	-	5,000	-	5,000	-	0%
Interfund Transfers	763,546	1,598,273	2,096,000	2,015,692	5,833,078	3,737,078	178.3%
Reserve for Future Expenditures	-	-	-	-	-	-	0%
Contingency	-	-	-	-	-	-	0%
Total Exp - Including Special Categories	2,473,395	9,351,548	33,687,164	6,986,054	41,409,714	7,722,550	22.9%
General Fund Support (if applicable)	0	0	0	0	0	-	0%
Contracted Full Time Equiv Pos (FTE) Budgeted	1.84	2.20	1.30	1.30	2.90	1.60	123.1%
Contracted Full Time Equiv Pos (FTE) Filled at Yr End	1.15	0.70	1.30	1.30	2.10	-	-
Contracted Full Time Equiv Pos (FTE) Vacant at Yr End	0.69	1.50	0.00	0.00	0.80	-	-

* Personnel Services are contracted through Clackamas County, and expenses are budgeted in Materials & Services in the NCPRD budget. FTE is counted by Clackamas County. FTE counts in the NCPRD budget are provided for informational purposes.

Significant Issues and Changes

Ten capital projects are planned for FY 19/20: a District Master Plan and Capital Improvement Plan; a Trails Master Plan; System Development Charges Methodology update; Concord Elementary School Master Plan; Milwaukie Bay Park Design Completion; Scott Park Master Plan; Boardman Wetland Natural Area; Robert Kronberg Phase 2 Development; Jennings Lodge Elementary; and the North Clackamas River Trail. Disposition proceeds from the sale of Hood View Sports Park to North Clackamas School District have been budgeted in this program. Two additional part-time, temporary positions were included in the Planning budget for FY 19-20 to assist with the Milwaukie Bay Park and Concord Master Plan projects.



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 19-20 Objectives:

To utilize forecasting and quarterly reporting to assure long-term financial stability of the District and anticipate financial challenges.

To resolve the potential withdrawal of the City of Happy Valley and their legal complaint against the District.

To update and complete the Master Plan, including the Capital Improvement Plan and System Development Charges (SDC) Methodology update.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Personnel Services*	\$ 2,618	\$ -	\$ -	\$ -	\$ -	\$ -
Materials and Services	626,155	696,330	719,408	613,820	613,820	613,820
Allocated Costs	80,576	76,301	67,074	77,535	77,535	77,535
Interfund Transfer	1,803,329	1,559,836	1,170,465	1,692,334	1,692,334	1,692,334
Contingency	-	-	2,875,790	4,209,461	4,209,461	4,209,461
	-	-	-	-	-	-
Total Budget	\$ 2,512,678	\$ 2,332,467	\$ 4,832,737	\$ 6,593,150	\$ 6,593,150	\$ 6,593,150
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 FY 14-15

General Fund - Administration
113-5400-07701

Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07701							
302001	Beginning Fund Balance	\$ 4,343,827	\$ 4,648,606	\$ 4,119,033	\$ 4,835,023	\$ 4,835,023	\$ 4,835,023
311100	Current Taxes	6,718,194	7,044,218	6,151,555	7,592,932	7,592,932	7,592,932
311310	Delinquent Taxes	114,617	94,938	100,000	100,000	100,000	100,000
311350	Int & Penalties-Prop Tax	22,777	18,719	16,000	20,000	20,000	20,000
331250	Housing In Lieu of Tax	954	1,097	1,000	1,300	1,300	1,300
341809	Facilities Rental	8,336	8,500	8,813	9,125	9,125	9,125
347125	Special Use Fee	-	-	75,000	-	-	-
347422	Milw Parks-Special Events & Act	-	9,333	500	-	-	-
360001	Misc. Revenue	100	-	-	-	-	-
361000	Interest Earned	62,966	104,304	58,000	130,000	130,000	130,000
390281	I/F Transfer From Fund 281	-	19,481	-	2,000	2,000	2,000
390282	I/F Transfer From Fund 282	-	628	-	700	700	700
390283	I/F Transfer From Fund 283	-	11,714	-	1,200	1,200	1,200
Total Resources		\$ 11,271,771	\$ 11,961,538	\$ 10,529,901	\$ 12,692,280	\$ 12,692,280	\$ 12,692,280

General Fund - Administration
113-5400-07701

Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19/20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07701							
421100	General Office Supplies	\$ 2,789	\$ 4,755	\$ 2,500	\$ 5,000	\$ 5,000	\$ 5,000
421110	Postage	690	639	500	500	500	500
422400	Food	931	553	500	500	500	500
422910	Misc. Meeting Expense	156	531	750	500	500	500
431000	Professional Services	595	2,706	700	700	700	700
431100	Audit	24,300	25,000	26,000	26,300	26,300	26,300
431420	Legal	40,590	81,008	75,000	75,000	75,000	75,000
431480	Hearing/Meeting Expense	-	-	3,000	-	-	-
431900	Contracted Services	2,618	-	-	-	-	-
431918	Internal Cty Contracted Svcs	489,130	503,179	446,306	412,302	412,302	412,302
432100	Telephone	5,395	5,391	5,500	6,100	6,100	6,100
432700	Data Processing	2,942	5,165	4,000	4,000	4,000	4,000
433100	Travel & Per Diem	1,760	2,844	2,000	5,400	5,400	5,400
433110	Mileage Reimbursement	1,872	1,871	1,500	2,200	2,200	2,200
434100	Printing & Duplicating Services	3,049	4,971	3,000	3,000	3,000	3,000
437210	Office Equipment Repairs	135	1,086	2,000	500	500	500
438110	Office Rent	48,332	49,206	51,057	52,588	52,588	52,588
439200	Training/Staff Development	1,637	2,985	6,695	4,600	4,600	4,600
439400	Publications & Subscriptions	1,853	4,440	13,400	14,630	14,630	14,630
454000	Program Materials & Supplies	-	-	75,000	-	-	-
470270	I/F Transfer To Fund 270	100,000	150,000	150,000	200,000	200,000	200,000
470382	I/F Transfer To Fund 382	491,675	496,025	500,000	500,000	500,000	500,000
470480	I/F Transfer To Fund 480	11,654	13,811	70,465	92,334	92,334	92,334
470481	I/F Transfer To Fund 481	1,200,000	900,000	450,000	900,000	900,000	900,000
478101	Accounting Services	9,031	8,728	4,950	6,141	6,141	6,141
478102	Information Services	25,182	17,250	15,224	16,013	16,013	16,013
478103	Building Maintenance	33,633	37,208	33,235	40,748	40,748	40,748
478104	Public & Government Rel	2,211	2,135	878	2,069	2,069	2,069
478105	Records Management	151	96	72	158	158	158
478106	Purchasing Services	1,727	1,772	3,475	3,981	3,981	3,981
478107	Courier Services	921	1,355	969	1,012	1,012	1,012
478112	County Administration	1,698	1,700	1,649	1,648	1,648	1,648
478117	Mailroom Overhead	98	174	151	81	81	81
478201	Electric Utility	4,589	4,476	4,566	4,519	4,519	4,519
478202	Natural Gas	300	300	810	31	31	31
478203	Water Utility	685	735	687	685	685	685
478204	Trash Removal	350	372	408	449	449	449
499001	Contingency	-	-	2,875,790	4,209,461	4,209,461	4,209,461
Total Requirements		\$ 2,512,678	\$ 2,332,467	4,832,737	\$ 6,593,150	\$ 6,593,150	\$ 6,593,150
Total Resources		\$ 11,271,771	\$ 11,961,538	10,529,901	\$ 12,692,280	\$ 12,692,280	\$ 12,692,280

General Fund - Administration
113-5400-07701

North Clackamas Parks and Recreation District
Org: 5400
Program: Administration

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)

Government Finance Officers Association conference - One Attending	\$	1,600
Oregon Government Finance Officers Association conference - Three Attending		3,600
National Recreation and Park Association conference - One Attending		1,950
Oregon Recreation and Park Association conference - Three Attending		1,550
Special Districts Association of Oregon conference - One Attending		800
Various computer and skills training		500
Mileage		2,200
Total Budget Request for Activity	\$	12,200

Publications and Subscriptions (439400)

Intertwine Alliance membership dues	\$	10,000
National Recreation and Park Association membership dues		1,100
Oregon Recreation and Park Association membership dues		2,125
Special Districts Association of Oregon membership dues		135
Oregon Government Finance Officers Association membership dues (3)		330
Government Finance Officers Association membership dues (1)		160
North Clackamas County Chamber of Commerce membership dues		780
Total Budget Request for Activity	\$	14,630

Internal County Contracted Services (431918)

Allocated charges for Business and Community Services administration	\$	412,302
Total Budget Request for Activity	\$	412,302

Transfer to Nutrition & Transportation (470270)

General Fund support for Nutrition & Transportation division budgets	\$	200,000
Total Budget Request for Activity	\$	200,000

Transfer to Capital Projects Fund (470480)

Capital projects for which SDCs or other revenue is not available	\$	92,334
Total Budget Request for Activity	\$	92,334

Transfer to Fixed Asset/Capital Replacement Fund (470481)

District Capital Assets repair and replacement	\$	900,000
Total Budget Request for Activity	\$	900,000

General Fund - Parks Maintenance 113-5400-07702

Program Statement:

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

Fiscal Year 19-20 Objectives:

To maintain and preserve the developed parks and facilities owned or managed by the District.

To continue working with all NCPRD divisions to provide comprehensive, on-call maintenance support to internal staff.

To maintain all professional licenses as necessary and complete continuing education through the International Society of Arboriculture (ISA), Oregon Department of Agriculture (ODA) and the National Playground Safety Institute (NPSI) in order to expand professional knowledge of maintenance methods and techniques.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Personnel Services*	\$ 870,959	\$ 1,030,488	\$ 1,162,491	\$ 1,239,611	\$ 1,239,611	\$ 1,239,611
Materials and Services	382,645	397,450	613,819	673,268	673,268	673,268
Allocated Costs	47,027	53,790	49,563	51,277	51,277	51,277
Special Payments	263,764	135,838	-	1,000	1,000	1,000
Total Budget	\$ 1,564,395	\$ 1,617,566	\$ 1,825,873	\$ 1,965,156	\$ 1,965,156	\$ 1,965,156
Regular Full-Time FTE	8.12	8.88	9.15	9.15	9.15	9.15
Temporary & Part-Time FTE**	3.62	5.00	3.62	3.62	3.62	3.62
Total Program Staffing	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 FY 14-15

**General Fund - Parks Maintenance
113-5400-07702**

General Fund - Parks Maintenance

Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07702							
331096	FEMA Reimbursement	\$ 7,743	\$ 7,732	\$ -	\$ -	\$ -	\$ -
333078	Marine Board Boat Ramp	3,958	4,750	4,750	4,750	4,750	4,750
340500	Maintenance Services	788	-	-	-	-	-
341809	Facilities Rental	-	-	-	121,551	121,551	121,551
347422	Milw Parks - Special Events & Act	-	50	-	-	-	-
360001	Misc. Revenue	897	27,952	105,000	5,000	5,000	5,000
390281	I/F Transfer From Fund 281	271	1,125	36,140	36,911	36,911	36,911
390282	I/F Transfer From Fund 282	267	510	36,345	700	700	700
390283	I/F Transfer From Fund 283	3,732	1,096	6,815	1,200	1,200	1,200
Total Resources		\$ 17,657	\$ 43,216	189,050	\$ 170,112	\$ 170,112	\$ 170,112

**General Fund - Parks Maintenance
113-5400-07702**

General Fund - Parks Maintenance
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07702							
421100	General Office Supplies	\$ 264	\$ 165	\$ 500	\$ 1,500	\$ 1,500	\$ 1,500
422720	Uniform/Clothing Expense	2,532	2,269	4,450	3,500	3,500	3,500
422910	Miscellaneous Meeting Expense	7	-	-	-	-	-
424130	Maintenance Supplies	72,309	59,799	70,900	70,900	70,900	70,900
424423	Contracted Maintenance	25,991	37,937	86,000	131,519	131,519	131,519
424711	Sign Materials	2,986	431	6,000	4,250	4,250	4,250
424920	Chemicals	9,041	5,551	12,500	10,100	10,100	10,100
425100	Small Tools & Minor Equip.	10,326	9,237	18,200	18,200	18,200	18,200
431450	Licenses & Permits	1,039	1,375	1,800	1,800	1,800	1,800
431900	Contracted Services	870,959	1,030,488	1,162,491	1,239,611	1,239,611	1,239,611
432100	Telephone	5,035	6,851	8,580	8,580	8,580	8,580
432700	Data Processing	3,170	3,353	2,500	2,500	2,500	2,500
433100	Travel & Mileage	118	4	350	350	350	350
434100	Printing & Duplicating Services	-	116	100	100	100	100
435130	Liability Insurance	16,935	9,087	7,579	8,560	8,560	8,560
436100	Electricity	17,680	20,681	54,569	60,333	60,333	60,333
436200	Sewer	5,301	8,229	15,564	26,358	26,358	26,358
436210	Water	78,231	98,520	103,787	119,463	119,463	119,463
436310	Natural Gas Fuel	3,597	3,112	23,359	25,000	25,000	25,000
436500	Trash Removal	18,226	18,424	22,705	24,961	24,961	24,961
437100	Building Repairs & Maintenance	1,371	7,127	33,400	19,900	19,900	19,900
437200	Equipment Repairs & Maint.	20,229	17,116	23,000	23,000	23,000	23,000
437210	Office Equipment Repairs	803	-	500	500	500	500
437910	Park Maintenance	-	-	3,000	3,000	3,000	3,000
437945	Vandalism Expense	2,013	1,385	6,000	3,000	3,000	3,000
438190	Misc. Rent	61,992	62,809	65,526	67,244	67,244	67,244
438320	Equipment & Vehicle Rental	18,998	20,831	35,500	31,200	31,200	31,200
439200	Training/Staff Development	1,135	1,429	3,800	3,800	3,800	3,800
439400	Publications & Subscriptions	160	215	50	50	50	50
454013	Safety Equipment Materials	970	-	1,400	1,400	1,400	1,400
454095	Drug & Alcohol Testing	2,186	1,398	2,200	2,200	2,200	2,200
465002	Payments to Local Governments	263,764	135,838	-	1,000	1,000	1,000
478101	Accounting Services	18,665	19,119	13,818	14,257	14,257	14,257
478102	Information Services	10,071	17,249	10,874	11,438	11,438	11,438
478104	Public & Government Rel	2,211	2,135	878	2,066	2,066	2,066
478105	Records Management	312	212	200	367	367	367
478106	Purchasing Services	4,509	3,882	9,699	9,240	9,240	9,240
478111	Personnel Administration	9,461	9,319	12,294	12,183	12,183	12,183
478112	County Administration	1,698	1,700	1,649	1,650	1,650	1,650
478117	Mailroom Overhead	100	174	151	76	76	76
Total Requirements		\$ 1,564,395	\$ 1,617,566	1,825,873	\$ 1,965,156	\$ 1,965,156	\$ 1,965,156
Total Resources		\$ 17,657	\$ 43,216	189,050	\$ 170,112	\$ 170,112	\$ 170,112

General Fund - Parks Maintenance
113-5400-07702

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	\$	800
Pesticide Core credit classes - Seven Attending		1,050
National Playground Safety Inspections (NPSI) training and certification		800
International Society of Arboriculture (ISA Arborist) training and certification		800
Backflow testing training and certification - One Staff Member		350
Mileage		350
Total Budget Request for Activity	\$	4,150

Publications and Subscriptions (439400)

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

Contracted Maintenance (424423)

Tree trimming & removal services - District-wide	\$	2,500
Ground sweeping - District parks & Aquatic Park		2,500
Brush removal services - District-wide		5,000
Electrical & plumbing - District-wide		9,000
Dry toilet services - District-wide		10,000
Paving and asphalt repairs - District-wide		5,000
Fire extinguisher services - District-wide		2,000
Field aeration services - Pfeifer Park		8,411
Alarm monitoring - Locations included		10,000
Facilities building control systems - Aquatic Park, Concord, Clackamas properties		5,000
Repair services for automatic gate - Location(s)		1,000
Building maintenance contracts - Clackamas & Concord properties		32,108
Building janitorial services - Locations included		5,000
Annual elevator servicing and repair - Concord property		900
Turf services and repair - Hood View Park		2,500
Barrier relocation - Trolley Trail		3,500
Dock services including debris management - Milwaukie Bay Park		7,800
Geese management - Milwaukie Bay Park		19,300
Total Budget Request for Activity	\$	131,519

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 19-20 Objectives:

To enhance inclusive program offerings.

To expand outreach and utilize feedback from community on programming needs within the District.

To stay up to date on recreational trends and new programs that encourage healthy habits.

To increase cost recovery of program offerings and reduce net subsidy of identified recreation programs using the Cost Recovery Model.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Personnel Services*	\$ 257,485	\$ 279,212	\$ 355,963	\$ 359,333	\$ 359,333	\$ 359,333
Materials and Services	95,668	123,386	128,553	154,476	154,476	154,476
Allocated Costs	23,205	21,941	25,919	26,290	26,290	26,290
Total Budget	\$ 376,358	\$ 424,539	\$ 510,435	\$ 540,099	\$ 540,099	\$ 540,099
Regular Full-Time FTE	2.28	2.96	2.26	2.29	2.29	2.29
Temporary & Part-Time FTE**	1.58	1.75	1.88	1.89	1.89	1.89
Total Program Staffing	3.86	4.71	4.14	4.18	4.18	4.18

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 FY 14-15

General Fund - Recreation
113-5400-07703

General Fund - Recreation
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07703							
347419	General Recreation	\$ 137,940	\$ 174,127	\$ 135,000	\$ 175,000	\$ 175,000	\$ 175,000
347422	Special Events/Activities	17,199	7,225	15,000	8,000	8,000	8,000
347424	Class Registration	12,911	15,674	11,500	15,500	15,500	15,500
362000	Advertising Revenue	500	3,000	4,000	4,000	4,000	4,000
Total Resources		\$ 168,551	\$ 200,026	165,500	\$ 202,500	\$ 202,500	\$ 202,500

General Fund - Recreation
113-5400-07703

General Fund - Recreation
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07703							
421100	General Office Supplies	\$ 608	\$ 892	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
421110	Postage	66	73	100	100	100	100
424600	Motor Vehicle Materials & Supp.	-	1,910	1,000	1,000	1,000	1,000
424930	Technical Supplies	900	3,078	-	6,000	6,000	6,000
431900	Contracted Services	257,485	279,212	355,963	359,333	359,333	359,333
431902	Misc. Contracted Svc	12,450	15,185	15,000	15,000	15,000	15,000
431920	Program Contracts	63,557	68,263	77,485	93,000	93,000	93,000
432100	Telephone	1,931	2,518	2,100	2,500	2,500	2,500
432700	Data Processing	-	-	5,000	-	-	-
433100	Travel & Per Diem	472	216	1,298	1,000	1,000	1,000
433110	Mileage Reimbursement	123	177	500	500	500	500
434100	Printing & Duplicating Services	-	-	2,500	2,500	2,500	2,500
435130	Liability Insurance	2,689	4,309	3,820	3,921	3,921	3,921
437210	Office Equip. Repairs & Maint.	320	93	250	250	250	250
438320	Equipment & Vehicle Rental	2,040	5,246	2,500	2,500	2,500	2,500
439200	Training/Staff Development	891	649	1,700	1,700	1,700	1,700
439400	Publications & Subscriptions	63	-	-	-	-	-
439953	Merchant Charge	1,429	1,427	1,800	1,800	1,800	1,800
450105	Special Events	5,190	13,187	8,000	17,205	17,205	17,205
454000	Program Materials & Supplies	2,940	6,165	4,000	4,000	4,000	4,000
478101	Accounting Services	4,704	4,709	3,637	3,986	3,986	3,986
478102	Information Services	10,073	8,625	13,049	11,438	11,438	11,438
478104	Public & Government Rel	2,211	2,135	879	2,066	2,066	2,066
478105	Records Management	79	52	53	103	103	103
478106	Purchasing Services	1,065	956	2,553	2,583	2,583	2,583
478107	Courier Services	480	731	712	657	657	657
478111	Personnel Administration	2,795	2,858	3,236	3,731	3,731	3,731
478112	County Administration	1,698	1,700	1,649	1,650	1,650	1,650
478117	Mailroom Overhead	100	175	151	76	76	76
Total Requirements		\$ 376,358	\$ 424,539	510,435	\$ 540,099	\$ 540,099	\$ 540,099
Total Resources		\$ 168,551	\$ 200,026	165,500	\$ 202,500	\$ 202,500	\$ 202,500

General Fund - Recreation
113-5400-07703

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

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)

National Recreation and Park Association conference (Lodging Only) - One Attending	\$	1,000
Oregon Recreation and Park Association conference - Two Attending		800
Staff training		900
Mileage		500
Total Budget Request for Activity	\$	3,200

Program Contracts (431920)

Instructors for community education classes in partnership with Clackamas Community College (CCC)	\$	63,000
Instructors for Special Courses - Computer, dance, meditation and yoga		26,500
Theater Workshop		3,500
Total Budget Request for Activity	\$	93,000

Special Events (450105)

Movies in the Park	\$	3,255
Concerts in the Park		9,000
Family Valentine's Event		3,850
Winter Celebrations		200
Teen Event		500
Special Event		400
Total Budget Request for Activity	\$	17,205

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 19-20 Objectives:

To provide sports programming for all ages.

To identify programming that meets the needs of the wide variety of District residents' interests and abilities.

To work with local partners and develop a transition plan for programming at Hood View Park site.

To explore ways to enable low-participation groups and disadvantaged populations to increase their involvement in sports programming.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Personnel Services*	\$ 762,845	\$ 820,456	\$ 935,031	\$ 934,705	\$ 934,705	\$ 934,705
Materials and Services	359,803	365,590	436,209	446,535	446,535	446,535
Allocated Costs	42,752	48,828	45,779	59,562	59,562	59,562
Total Budget	\$ 1,165,400	\$ 1,234,874	\$ 1,417,019	\$ 1,440,802	\$ 1,440,802	\$ 1,440,802
Regular Full-Time FTE	4.03	4.05	4.16	4.16	4.16	4.16
Temporary & Part-Time FTE**	10.56	10.54	10.93	11.02	11.02	11.02
Total Program Staffing	14.59	14.59	15.09	15.18	15.18	15.18

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 FY 14-15

General Fund - Sports
113-5400-07717

General Fund - Sports

Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07717							
347411	Concessions	\$ 61,782	\$ 60,847	\$ 60,000	\$ 50,000	\$ 50,000	\$ 50,000
347420	Sports/Open Gym	449,590	475,329	440,000	440,000	440,000	440,000
347421	Rental/Reservations	211,902	231,821	210,000	210,000	210,000	210,000
Total Resources		\$ 723,275	\$ 767,997	710,000	\$ 700,000	\$ 700,000	\$ 700,000

General Fund - Sports

Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07717							
421100	General Office Supplies	\$ 3,335	\$ 2,996	\$ 4,200	\$ 3,500	\$ 3,500	\$ 3,500
422720	Uniform/Clothing Expense	6,890	7,116	4,000	4,000	4,000	4,000
424130	Maintenance Supplies	26,849	24,714	28,000	35,000	35,000	35,000
424930	Technical Supplies	2,930	2,930	-	4,000	4,000	4,000
431900	Contracted Services	762,845	820,456	935,031	934,705	934,705	934,705
431920	Program Contracts	99,008	87,351	128,500	125,000	125,000	125,000
432100	Telephone	12,146	10,964	13,000	11,000	11,000	11,000
432700	Data Processing	4,060	6,240	7,500	8,000	8,000	8,000
433100	Travel & Per Diem	631	1,551	2,877	2,128	2,128	2,128
433110	Mileage Reimbursement	799	1,279	3,000	2,600	2,600	2,600
434100	Printing & Duplicating Services	6,380	4,964	10,000	10,000	10,000	10,000
435130	Liability Insurance	9,943	8,718	6,332	7,912	7,912	7,912
436100	Electricity	42,369	42,330	45,000	47,160	47,160	47,160
436200	Water/Sewer	9,545	9,836	10,000	10,800	10,800	10,800
436210	Water	2,825	4,557	4,200	4,700	4,700	4,700
436310	Natural Gas	1,338	1,186	2,000	1,200	1,200	1,200
436500	Trash Removal	11,543	10,714	11,700	13,205	13,205	13,205
437100	Building Repairs & Maintenance	1,876	2,564	2,500	2,500	2,500	2,500
437200	Equipment Repairs & Maint.	110	576	3,500	1,500	1,500	1,500
437210	Office Equipment Repairs	3,001	2,598	3,000	3,000	3,000	3,000
438320	Equipment & Vehicle Rental	6,715	5,767	7,000	6,000	6,000	6,000
439200	Training/Staff Development	2,875	4,842	4,450	5,330	5,330	5,330
439400	Publications & Subscriptions	63	53	-	-	-	-
439953	Merchant Charge	7,949	9,214	8,000	9,000	9,000	9,000
454005	Program Supplies - Sports	96,625	112,532	127,450	129,000	129,000	129,000
478101	Accounting Services	11,745	13,778	9,027	11,065	11,065	11,065
478102	Information Services	17,628	20,124	19,574	27,449	27,449	27,449
478104	Public & Government Rel	2,211	2,135	879	2,066	2,066	2,066
478105	Records Management	196	152	131	285	285	285
478106	Purchasing Services	2,359	2,798	6,336	7,172	7,172	7,172
478111	Personnel Administration	6,815	7,968	8,032	9,799	9,799	9,799
478112	County Administration	1,698	1,699	1,649	1,650	1,650	1,650
478117	Mailroom Overhead	100	174	151	76	76	76
Total Requirements		\$ 1,165,400	\$ 1,234,874	1,417,019	\$ 1,440,802	\$ 1,440,802	\$ 1,440,802
Total Resources		\$ 723,275	\$ 767,997	710,000	\$ 700,000	\$ 700,000	\$ 700,000

General Fund - Sports
113-5400-07717

North Clackamas Parks and Recreation District
Org: 5400
Program: Sports

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)

Staff training	\$	3,300
National Recreation and Park Association conference - One Attending		2,708
Oregon Recreation and Park Association conference - Three Attending		1,200
Staffing recruitment		250
Mileage		2,600
Total Budget Request for Activity	\$	10,058

Program Contracts (431920)

<i>Officials/Referees - Adult Programs</i>		
Leagues	\$	50,000
Tournaments		5,000
<i>Officials/Referees - Youth Programs</i>		
Hoopers Basketball		50,000
Sideout Volleyball		4,000
Fastpitch Tournaments		7,000
<i>Program Coordination</i>		
Tennis Camp		5,000
<i>League Association/Tournament Fees</i>		
USSSA		2,000
ASA		2,000
Total Budget Request for Activity	\$	125,000

Program Supplies (454005)

Facility and field equipment and supplies - Hood View Park	\$	6,500
Facility rentals through North Clackamas School District (NCSD)		50,000
Program supplies		9,000
Adult Programs		9,000
<i>Youth Programs</i>		
Camps		6,000
Cheer Starz		6,100
Hoopers Basketball		32,500
Sideout Volleyball		4,750
PTF Football		2,000
Fastpitch Tournaments		1,150
First Aid training and supplies		2,000
Total Budget Request for Activity	\$	129,000



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 19-20 Objectives:

To maintain a robust volunteer program in order to utilize community support for Milwaukie Center programs and activities.

To grow the memory enhancement and caregiver support programs, such as Early Memory Loss (EML) and A Place at the Center (APAC) programs.

To increase the number of after-hours facility use rentals.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Personnel Services*	\$ 527,580	\$ 517,341	\$ 588,699	\$ 610,280	\$ 610,280	\$ 610,280
Materials and Services	106,951	133,923	123,923	130,397	130,397	130,397
Allocated Costs	44,389	43,651	35,533	43,576	43,576	43,576
 Total Budget	 \$ 678,919	 \$ 694,915	 \$ 748,155	 \$ 784,253	 \$ 784,253	 \$ 784,253
 Regular Full-Time FTE	 4.57	 3.90	 3.92	 3.92	 3.92	 3.92
Temporary & Part-Time FTE**	2.32	2.84	2.45	2.71	2.71	2.71
Total Program Staffing	6.89	6.74	6.37	6.63	6.63	6.63

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 FY 14-15

**General Fund - Milwaukie Center
113-5400-07704**

General Fund - Milwaukie Center

Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07704							
347423	Respite Revenue	\$ 10,498	\$ 7,190	\$ 8,500	\$ 7,000	\$ 7,000	\$ 7,000
347426	Rental/Reservation Fees	81,546	72,263	65,000	70,000	70,000	70,000
347427	Contract w/Clack Cty Soc Svcs	56,136	59,441	57,000	57,000	57,000	57,000
360001	Misc. Revenue	835	1,288	500	500	500	500
367000	Contributions & Donations	10,792	10,604	9,000	10,000	10,000	10,000
367009	Friends of Milwaukie Center	14,000	14,000	14,000	14,000	14,000	14,000
390270	I/F Transfer From Fund 270	9,818	10,300	3,600	-	-	-
Total Resources		\$ 183,625	\$ 175,086	157,600	\$ 158,500	\$ 158,500	\$ 158,500

**General Fund - Milwaukie Center
113-5400-07704**

General Fund - Milwaukie Center
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07704							
421100	General Office Supplies	\$ 6,500	\$ 4,623	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
421110	Postage	235	53	250	100	100	100
422100	Supplies	556	893	600	850	850	850
422200	Janitorial Supplies	2,619	3,654	-	-	-	-
422720	Uniform/Clothing Expense	-	1,437	2,000	2,000	2,000	2,000
422910	Misc. Meeting Expense	-	-	100	100	100	100
431000	Professional Services	6,176	24,973	20,000	25,000	25,000	25,000
431900	Contracted Services	527,580	517,341	588,699	610,280	610,280	610,280
432100	Telephone	11,445	11,208	11,500	11,500	11,500	11,500
432700	Data Processing	4,875	6,916	3,500	3,500	3,500	3,500
433100	Travel & Per Diem	984	59	1,155	-	-	-
433110	Mileage Reimbursement	1,274	1,085	1,900	1,500	1,500	1,500
434100	Printing & Duplicating Services	590	368	1,000	1,000	1,000	1,000
435130	Liability Insurance	3,844	8,123	5,688	6,447	6,447	6,447
436100	Electricity	19,335	18,402	19,500	20,960	20,960	20,960
436200	Sewer	6,018	6,199	6,700	6,500	6,500	6,500
436210	Water	2,244	2,997	3,000	4,120	4,120	4,120
436310	Natural Gas	6,571	5,620	7,200	6,500	6,500	6,500
436500	Trash Removal	3,699	3,415	4,000	4,120	4,120	4,120
437100	Building Repairs & Maintenance	23,064	26,539	21,700	21,700	21,700	21,700
437210	Office Equipment Repairs	3,271	3,891	4,000	4,000	4,000	4,000
437211	Office Equip. Maint./Furn.	1,190	1,561	1,200	1,200	1,200	1,200
439200	Training/Staff Development	56	420	1,180	1,800	1,800	1,800
439400	Publications & Subscriptions	327	-	250	-	-	-
439953	Merchant Charge	756	613	1,000	1,000	1,000	1,000
454000	Program Materials & Supplies	919	-	-	-	-	-
454016	Volunteer Expenses	404	875	2,500	2,500	2,500	2,500
478101	Accounting Services	7,659	7,991	4,740	5,842	5,842	5,842
478102	Information Services	25,185	23,000	19,574	22,874	22,874	22,874
478104	Public & Government Rel	2,211	2,135	878	2,066	2,066	2,066
478105	Records Management	128	88	69	150	150	150
478106	Purchasing Services	1,582	1,623	3,327	3,787	3,787	3,787
478107	Courier Services	781	1,240	928	962	962	962
478111	Personnel Administration	5,045	5,699	4,218	6,170	6,170	6,170
478112	County Administration	1,698	1,700	1,648	1,649	1,649	1,649
478117	Mailroom Overhead	100	175	151	76	76	76
Total Requirements		\$ 678,919	\$ 694,915	748,155	\$ 784,253	\$ 784,253	\$ 784,253
Total Resources		\$ 183,625	\$ 175,086	157,600	\$ 158,500	\$ 158,500	\$ 158,500

General Fund - Milwaukie Center
113-5400-07704

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
Eastern Washington University training - One Attending		1,070
Alzheimer McGinty Conference - Two Attending		110
Mileage		1,500
Other		400
Total Budget Request for Activity	\$	3,300

Professional Services (431000)

Janitorial and floor care services	\$	24,000
Security services during after-hour rentals		1,000
Total Budget Request for Activity	\$	25,000

Building Repairs and Maintenance (437100)

Repairs, replacements and improvements	\$	9,400
Miscellaneous parts and tools		4,000
Janitorial supplies		2,500
HVAC and refrigeration systems repairs		2,000
Electrical repair services		1,500
Alarm services		1,000
Inspections and permits		700
Contracted maintenance services		600
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 19-20 Objectives:

To expand health and safety programming focused in aquatics.

To explore alternative training incentives to increase certified staffing levels.

To implement facility upgrades, such as replacement of the original lockers and new paint throughout the building.

To increase cost recovery of aquatic program offerings.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Personnel Services*	\$ 1,039,737	\$ 1,177,558	\$ 1,562,219	\$ 1,505,930	\$ 1,505,930	\$ 1,505,930
Materials and Services	606,533	627,576	692,129	689,212	689,212	689,212
Allocated Costs	62,349	61,215	70,712	83,284	83,284	83,284
 Total Budget	 \$ 1,708,619	 \$ 1,866,349	 \$ 2,325,060	 \$ 2,278,426	 \$ 2,278,426	 \$ 2,278,426
 Regular Full-Time FTE	 5.57	 5.63	 5.82	 5.88	 5.88	 5.88
Temporary & Part-Time FTE**	19.30	22.30	20.92	20.92	20.92	20.92
Total Program Staffing	24.87	27.93	26.74	26.80	26.80	26.80

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 FY 14-15

**General Fund - Aquatic Park
113-5400-07705**

General Fund - Aquatic Park

Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07705							
347410	General Admissions/Open Swim	\$ 485,114	\$ 486,080	\$ 483,000	\$ 480,000	\$ 480,000	\$ 480,000
347411	Concessions	24,338	23,787	23,000	21,000	21,000	21,000
347412	Passes, laps	122,935	131,886	123,000	123,000	123,000	123,000
347413	Lessons	283,154	340,576	278,000	300,000	300,000	300,000
347414	Retail	31,842	29,991	29,000	29,000	29,000	29,000
347415	Rentals (Tubes/lockers)	27,526	28,619	28,000	28,000	28,000	28,000
347416	Climbing Wall	15,699	17,122	15,500	15,000	15,000	15,000
347417	Parties	84,888	86,122	84,000	85,000	85,000	85,000
347418	Pass Sales	43,066	42,706	43,000	43,000	43,000	43,000
347426	Rental/Reservation Fees	55,235	58,281	53,000	65,000	65,000	65,000
360001	Misc. Revenue	-	584	-	-	-	-
367000	Contributions & Donations	6,000	5,000	5,000	5,000	5,000	5,000
Total Resources		\$ 1,179,796	\$ 1,250,755	1,164,500	\$ 1,194,000	\$ 1,194,000	\$ 1,194,000

**General Fund - Aquatic Park
113-5400-07705**

General Fund - Aquatic Park
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07705							
421100	General Office Supplies	\$ 2,562	\$ 1,291	\$ 3,000	\$ 2,500	\$ 2,500	\$ 2,500
421110	Postage	507	238	800	250	250	250
422404	Party Supplies	39,175	38,383	46,000	40,000	40,000	40,000
422720	Uniform/Clothing Expense	2,551	5,874	3,500	3,500	3,500	3,500
424920	Chemicals	32,122	40,936	42,000	42,000	42,000	42,000
424930	Technical Supplies	7,649	13,969	14,000	14,000	14,000	14,000
431000	Professional Services	82,449	87,514	89,500	91,700	91,700	91,700
431450	Licenses & Permits	2,872	2,416	3,000	3,000	3,000	3,000
431900	Contracted Services	1,039,737	1,177,558	1,562,219	1,505,930	1,505,930	1,505,930
432100	Telephone	12,773	13,330	13,800	13,800	13,800	13,800
432700	Data Processing	2,200	3,058	-	-	-	-
433100	Travel & Per Diem	2,082	1,823	2,228	1,128	1,128	1,128
433110	Mileage Reimbursement	1,491	2,140	1,500	1,100	1,100	1,100
434100	Printing & Duplicating Services	1,882	560	2,500	2,500	2,500	2,500
435130	Liability Insurance	36,044	33,798	26,801	32,104	32,104	32,104
436100	Electricity	96,700	99,550	107,000	111,000	111,000	111,000
436200	Sewer	52,136	54,213	69,000	60,000	60,000	60,000
436210	Water	17,944	22,010	24,000	26,800	26,800	26,800
436310	Natural Gas	80,948	73,412	86,000	83,000	83,000	83,000
436500	Trash Removal	5,664	5,244	5,800	6,200	6,200	6,200
437100	Building Repairs & Maintenance	58,333	59,183	64,500	71,000	71,000	71,000
437200	Equipment Repairs & Maint.	70	482	2,000	2,000	2,000	2,000
437210	Office Equipment Repairs	2,955	2,681	3,500	3,500	3,500	3,500
439200	Training/Staff Development	2,302	1,040	3,000	3,130	3,130	3,130
439400	Publications & Subscriptions	250	53	-	-	-	-
439953	Merchant Charge	18,511	19,841	18,500	19,000	19,000	19,000
450002	Merchandise for Resale	17,433	19,858	15,000	15,000	15,000	15,000
454000	Program Materials & Supplies	10,789	4,518	7,000	7,000	7,000	7,000
454015	Health/Safety Requirements	4,461	7,112	7,000	7,000	7,000	7,000
454017	Misc. Other	10,692	11,872	30,000	25,000	25,000	25,000
454095	Drug & Alcohol Testing	988	1,179	1,200	2,000	2,000	2,000
478101	Accounting Services	20,736	20,964	14,192	18,156	18,156	18,156
478102	Information Services	20,146	17,250	28,273	29,737	29,737	29,737
478104	Public & Government Rel	2,212	2,135	879	2,066	2,066	2,066
478105	Records Management	347	231	205	468	468	468
478106	Purchasing Services	4,527	4,257	9,961	11,768	11,768	11,768
478107	Courier Services	2,114	3,254	2,776	2,991	2,991	2,991
478111	Personnel Administration	10,465	11,249	12,626	16,372	16,372	16,372
478112	County Administration	1,702	1,700	1,649	1,650	1,650	1,650
478117	Mailroom Overhead	100	175	151	76	76	76
Total Requirements		\$ 1,708,619	\$ 1,866,349	2,325,060	\$ 2,278,426	\$ 2,278,426	\$ 2,278,426
Total Resources		\$ 1,179,796	\$ 1,250,755	1,159,000	\$ 1,194,000	\$ 1,194,000	\$ 1,194,000

**General Fund - Aquatic Park
113-5400-07705**

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

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)

National Recreation and Park Association conference - One Attending	\$	1,708
Oregon Recreation and Park Association conference - Two Attending		800
Staff training		1,750
Mileage		1,100
Total Budget Request for Activity	\$	5,358

Professional Services (431000)

Inspections	\$	2,700
Equipment		83,000
Controls		2,000
Pool Maintenance		1,300
Building Maintenance		2,700
Total Budget Request for Activity	\$	91,700

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 19-20 Objectives:

To 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.

To refresh NCPRD's website to make it more responsive to modern mobile devices and create a more streamlined, easy-to-navigate user experience.

To increase community involvement through new and/or improved NCPRD events and by playing a more active role in other partner events.

To maximize online engagement by enhancing content and leveraging digital communication platforms, including social media, email newsletters and other digital tools.

To produce a comprehensive annual report that showcases NCPRD's activities, services and successes across all divisions.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Personnel Services*	\$ 156,482	\$ 196,902	\$ 226,633	\$ 236,572	\$ 236,572	\$ 236,572
Materials and Services	206,306	243,062	246,431	246,699	246,699	246,699
Allocated Costs	18,453	18,197	17,619	19,444	19,444	19,444
Total Budget	\$ 381,241	\$ 458,161	\$ 490,683	\$ 502,715	\$ 502,715	\$ 502,715
Regular Full-Time FTE	1.31	1.44	1.25	1.25	1.25	1.25
Temporary & Part-Time FTE**	1.13	0.68	0.70	0.85	0.85	0.85
Total Program Staffing	2.44	2.12	1.95	2.10	2.10	2.10

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 FY 14-15

General Fund - Marketing and Communications
113-5400-07706

General Fund - Marketing and Communications

Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 17/18	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07706							
421100	General Office Supplies	\$ 898	\$ 518	\$ 600	\$ 500	\$ 500	\$ 500
421110	Postage	7,185	5,225	5,000	5,000	5,000	5,000
422400	Food	-	282	500	500	500	500
422900	Misc. Department Supplies	3,264	1,930	500	500	500	500
431000	Professional Services	85,527	42,560	117,000	117,000	117,000	117,000
431900	Contracted Services	156,482	196,902	226,633	236,572	236,572	236,572
432100	Telephone	1,040	1,068	1,150	1,150	1,150	1,150
432400	Advertising	53,805	111,125	65,000	60,000	60,000	60,000
432401	Marketing & Promotion	12,965	38,445	23,000	20,000	20,000	20,000
432700	Data Processing	4,941	721	-	2,556	2,556	2,556
433100	Travel & Mileage	609	1,964	500	1,350	1,350	1,350
433110	Mileage Reimbursement	-	384	500	500	500	500
434100	Printing & Duplicating Services	33,435	35,577	30,000	35,000	35,000	35,000
435130	Liability Insurance	1,481	1,691	1,213	1,203	1,203	1,203
439200	Training/Staff Development	250	585	400	1,200	1,200	1,200
439400	Publications & Subscriptions	907	985	1,068	240	240	240
478101	Accounting Services	3,956	5,035	3,229	3,832	3,832	3,832
478102	Information Services	7,555	5,750	6,525	6,863	6,863	6,863
478104	Public & Government Rel	2,211	2,135	879	2,066	2,066	2,066
478105	Records Management	66	56	47	99	99	99
478106	Purchasing Services	888	1,022	2,266	2,483	2,483	2,483
478111	Personnel Administration	1,979	2,324	2,873	2,375	2,375	2,375
478112	County Administration	1,698	1,700	1,649	1,650	1,650	1,650
478117	Mailroom Overhead	100	175	151	76	76	76
Total Requirements		\$ 381,241	\$ 458,161	490,683	\$ 502,715	\$ 502,715	\$ 502,715
Total Resources		\$ -	\$ -	-	\$ -	\$ -	-

General Fund - Marketing and Communications
113-5400-07706

North Clackamas Parks and Recreation District
Org: 5400
Program: Marketing and Communications

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)

National Recreation and Park Association Conference - One Attending	\$	1,950
Oregon Recreation and Park Association Conference - One Attending		400
Digital Summit Portland		200
Mileage		500
Total Budget Request for Activity	\$	3,050

Professional Services (431000)

Website maintenance services - Drum Creative	\$	4,000
Website development services		40,000
Creative services (Cyclops Agency - Design, Copy, Video, etc.)		30,000
Event planner (Contractor to support event strategy, logistics and implementation)		30,000
Public affairs and outreach		10,000
Photography services		3,000
Total Budget Request for Activity	\$	117,000

Publications and Subscriptions (439400)

Prezi	\$	240
Total Budget Request for Activity	\$	240

Printing and Duplicating Services (434100)

Discovery Guide	\$	23,000
Annual Report		6,000
Marketing collateral		3,000
Signage		3,000
Total Budget Request for Activity	\$	35,000

Advertising (432400)

Digital Ads	\$	25,000
Out-of-Home Ads		11,500
Print Ads		13,000
Radio Ads		10,500
Total Budget Request for Activity	\$	60,000

Marketing Promotion (432401)

Event services and supplies	\$	8,000
Promotional giveaways		8,000
Campaign Monitor		1,000
Address lists		1,000
English-to-Spanish translation services		1,000
Various promotional projects		1,000
Total Budget Request for Activity	\$	20,000



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 19-20 Objectives:

To update NCPRD's asset inventory tracking system and update the District's map and mapping capabilities.

To complete the Trolley Trail survey and monumentation project.

To provide project management services for capital projects across the District, including Milwaukie Bay Park and the Concord Property.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Personnel Services*	\$ 79,254	\$ 180,878	\$ 228,163	\$ 587,113	\$ 587,113	\$ 587,113
Materials and Services	161,774	100,033	314,674	266,845	266,845	266,845
Allocated Costs	17,920	17,870	19,036	23,726	23,726	23,726
Total Budget	\$ 258,948	\$ 298,782	\$ 561,873	\$ 877,684	\$ 877,684	\$ 877,684
Regular Full-Time FTE	1.84	2.20	1.30	2.90	2.90	2.90
Temporary & Part-Time FTE**	0.61	0.50	0.55	0.55	0.55	0.55
Total Program Staffing	2.45	2.70	1.85	3.45	3.45	3.45

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 FY 14-15

**General Fund - Planning
113-5400-07715**

General Fund - Planning

Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07715							
360001	Misc. Revenue	\$ -	\$ -	\$ -	\$ 89,919	\$ 89,919	\$ 89,919
390281	I/F Transfer From Fund 281	2,403	51,476	23,027	89,911	89,911	89,911
390282	I/F Transfer From Fund 282	957	1,108	40,362	27,500	27,500	27,500
390283	I/F Transfer From Fund 283	17,026	25,187	10,096	1,200	1,200	1,200
Total Resources		\$ 20,386	\$ 77,771	73,485	\$ 208,530	\$ 208,530	\$ 208,530

General Fund - Planning

Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07715							
421100	General Office Supplies	\$ 176	\$ 241	\$ 300	\$ 300	\$ 300	\$ 300
421110	Postage	-	-	350	350	350	350
422400	Food	-	242	600	600	600	600
422900	Misc. Department Supplies	-	-	350	350	350	350
431000	Professional Services	154,953	82,774	297,440	250,000	250,000	250,000
431480	Hearing/Meeting Expense	-	15	1,500	1,500	1,500	1,500
431900	Contracted Services	79,254	180,878	228,163	587,113	587,113	587,113
432100	Telephone	1,412	1,010	2,400	2,400	2,400	2,400
432700	Data Processing	2,081	1,636	4,000	4,000	4,000	4,000
433100	Travel & Per Diem	102	316	1,500	1,350	1,350	1,350
433110	Mileage Reimbursement	454	197	1,000	1,000	1,000	1,000
434100	Printing & Duplicating Services	100	1,302	2,000	2,000	2,000	2,000
435130	Liability Insurance	2,363	2,182	1,494	1,195	1,195	1,195
439200	Training/Staff Development	70	120	1,600	1,600	1,600	1,600
439400	Publications & Subscriptions	63	10,000	140	200	200	200
478101	Accounting Services	4,240	4,185	3,772	4,388	4,388	4,388
478102	Information Services	5,037	5,750	6,525	9,150	9,150	9,150
478104	Public & Government Rel	2,211	2,135	879	2,066	2,066	2,066
478105	Records Management	71	46	55	113	113	113
478106	Purchasing Services	1,499	850	2,648	2,844	2,844	2,844
478111	Personnel Administration	3,064	3,029	3,356	3,439	3,439	3,439
478112	County Administration	1,698	1,700	1,649	1,650	1,650	1,650
478117	Mailroom Overhead	100	175	152	76	76	76
Total Requirements		\$ 258,948	\$ 298,782	561,873	\$ 877,684	\$ 877,684	\$ 877,684
Total Resources		\$ 20,386	\$ 77,771	73,485	\$ 208,530	\$ 208,530	\$ 208,530

General Fund - Planning
113-5400-07715

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	\$	800
National Recreation and Park Association conference - One Attending		1,950
Local Urban Land Institute Event - Two Attending		200
Mileage		1,000
Total Budget Request for Activity	\$	3,950

Professional Services (431000)

Contract for surveys, appraisals, and similar asset management expenses	\$	25,000
Trolley Trail survey and monumentation		50,000
GIS and mapping services in partnership with Metro		25,000
Project management services - Scott Park, Jennings Lodge Elementary and District Master Plan		150,000
Total Budget Request for Activity	\$	250,000

Publications and Subscriptions (439400)

Grammarly.com subscription	\$	200
Total Budget Request for Activity	\$	200



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 19-20 Objectives:

Maintain and preserve natural areas owned or managed by the District.

To work with partner Water Environment Services (WES) on projects including Oak Bluff Trail, Rose Creek Trail and 3-Creeks Natural Area.

To continue partnership with Oak Lodge Water Services District to complete construction at the Boardman Wetland Nature Park and implement NCPRD-management of the site.

To continue to host volunteer events located in natural areas throughout the District in partnership with community and neighborhood groups to promote local stewardship of these spaces.

To maintain all professional licenses as necessary and complete continuing education through the Oregon Department of Agriculture (ODA) in order to expand professional knowledge of natural resource methods and techniques.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Personnel Services*	\$ 215,892	\$ 248,831	\$ 293,228	\$ 351,711	\$ 351,711	\$ 351,711
Materials and Services	83,681	70,449	107,865	129,234	129,234	129,234
Allocated Costs	24,726	24,326	17,912	21,492	21,492	21,492
Total Budget	\$ 324,299	\$ 343,606	\$ 419,005	\$ 502,437	\$ 502,437	\$ 502,437
Regular Full-Time FTE	2.31	3.20	2.30	2.30	2.30	2.30
Temporary & Part-Time FTE**	1.50	0.50	0.53	1.40	1.40	1.40
Total Program Staffing	3.81	3.70	2.83	3.70	3.70	3.70

Major Revenue Source(s)

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

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

**Temporary & part-time data tracking started with FY 14-15

General Fund - Natural Resources
113-5400-07716

General Fund - Natural Resources
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07716							
331351	USDA/Forest Service Fed Grant	\$ -	\$ -	\$ -	\$ 34,100	\$ 34,100	\$ 34,100
333001	Local & Other Gov Grants	49,159	61,625	65,000	75,000	75,000	75,000
360001	Misc. Revenue	333	400	-	-	-	-
390281	I/F Transfer From Fund 281	2,180	3,222	14,844	7,000	7,000	7,000
390282	I/F Transfer From Fund 282	238	3,552	43,878	41,500	41,500	41,500
390283	I/F Transfer From Fund 283	2,493	1,269	17,082	1,200	1,200	1,200
Total Resources		\$ 54,402	\$ 70,067	\$ 140,804	\$ 158,800	\$ 158,800	\$ 158,800

General Fund - Natural Resources
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 113-5400-07716							
421100	General Office Supplies	\$ 1,130	\$ 95	\$ 800	\$ 900	\$ 900	\$ 900
422400	Food	600	243	1,000	1,000	1,000	1,000
422720	Uniform/Clothing Expense	496	210	1,000	1,000	1,000	1,000
422930	Technical Supplies	9,607	13,251	21,650	19,000	19,000	19,000
424711	Sign Materials	190	-	2,000	2,000	2,000	2,000
425100	Small Tools & Minor Equip.	-	256	1,000	1,000	1,000	1,000
431000	Professional Services	7,781	54	14,500	14,500	14,500	14,500
431450	Licenses & Permits	166	563	250	250	250	250
431900	Contracted Services	215,892	248,831	293,228	351,711	351,711	351,711
431920	Program Contracts	28,349	17,607	22,200	50,500	50,500	50,500
432100	Telephone	2,014	1,571	3,200	2,500	2,500	2,500
432700	Data Processing	1,805	3,389	2,250	1,500	1,500	1,500
433100	Travel & Mileage	643	324	550	550	550	550
433110	Mileage Reimbursement	343	323	1,450	500	500	500
435130	Liability Insurance	3,030	2,045	1,603	1,340	1,340	1,340
436500	Trash Removal	487	1,530	1,200	1,100	1,100	1,100
437200	Equipment Repairs & Maint.	234	2,135	2,000	1,000	1,000	1,000
437210	Office Equipment Repairs	273	-	500	300	300	300
438190	Misc. Rent	20,667	20,936	21,842	22,414	22,414	22,414
438320	Equipment & Vehicle Rental	2,631	2,779	4,300	3,690	3,690	3,690
439200	Training/Staff Development	2,022	2,194	2,180	2,000	2,000	2,000
439400	Publications & Subscriptions	1,212	859	1,890	1,890	1,890	1,890
454013	Safety Equipment Materials	-	86	500	300	300	300
478101	Accounting Services	4,367	4,747	3,341	3,272	3,272	3,272
478102	Information Services	12,591	11,500	6,525	9,150	9,150	9,150
478104	Public & Government Rel	2,211	2,135	879	2,066	2,066	2,066
478105	Records Management	73	52	49	84	84	84
478106	Purchasing Services	846	964	2,345	2,121	2,121	2,121
478111	Personnel Administration	2,840	3,052	2,973	3,073	3,073	3,073
478112	County Administration	1,698	1,700	1,649	1,650	1,650	1,650
478117	Mailroom Overhead	100	175	151	76	76	76
Total Requirements		\$ 324,299	\$ 343,606	419,005	\$ 502,437	\$ 502,437	\$ 502,437
Total Resources		\$ 54,402	\$ 70,067	140,804	\$ 158,800	\$ 158,800	\$ 158,800

General Fund - Natural Resources
113-5400-07716

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	\$	300
Oregon Recreation and Parks Association conference - One Attending		800
Geographic Information Systems training - One Attending		550
Pesticide training and certification - Three Attending		450
Other		450
Mileage		500
Total Budget Request for Activity	\$	3,050

Professional Services (431000)

Natural area technical services (Bird and vegetation surveys, wetland delineation, volunteer activities)	\$	14,500
Total Budget Request for Activity	\$	14,500

Publications and Subscriptions (439400)

ArcGIS and ArcPad software subscription	\$	1,000
Cooperative Weed Management Area membership dues		500
Ecological Society of America membership dues		200
Society of Ecological Restoration membership dues		190
Total Budget Request for Activity	\$	1,890

Technical Supplies (422930)

Supplies and Materials	\$	9,000
WES Funded Supplies and Materials		8,000
Unites States Forest Service Funded Supplies and Materials		2,000
Total Budget Request for Activity	\$	19,000

Program Contracts (431920)

Invasive control - planting and plant maintenance	\$	20,000
WES Project - invasive control, planting and plant maintenance		10,000
United States Forest Service Project - invasive control, planting and plant maintenance		15,000
Hazard Tree Mitigation		5,000
Chemical Toilet Rental		500
Total Budget Request for Activity	\$	50,500



Nutrition and Transportation Fund - Nutrition
270-5405-07707

Program Statement:

The purpose of the 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 19-20 Objectives:

To continue delivering Meals on Wheels clients to all potential clients (with no waiting list!).

To work with The Friends of the Milwaukie Center and NCPRD staff on developing the annual Clackamas County on Tap and Uncorked event into a signature fundraiser.

To reduce operating costs by utilizing food donations in delivering fresh daily meals.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Personnel Services*	\$ 358,541	\$ 355,495	\$ 415,203	\$ 455,668	\$ 455,668	\$ 455,668
Materials and Services	133,326	120,153	130,073	129,371	129,371	129,371
Allocated Costs	19,212	20,552	18,526	22,376	22,376	22,376
Special Payments	-	-	5,000	1,000	1,000	1,000
Interfund Transfer	9,602	10,000	3,400	-	-	-
Contingency	-	-	112,790	104,179	104,179	104,179
Total Budget	\$ 520,681	\$ 506,200	\$ 684,992	\$ 712,594	\$ 712,594	\$ 712,594
Regular Full-Time FTE	3.45	3.12	3.20	3.20	3.20	3.20
Temporary & Part-Time FTE**	1.27	1.25	1.24	1.32	1.32	1.32
Total Program Staffing	4.72	4.37	4.44	4.52	4.52	4.52

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 FY 14-15

**Nutrition and Transportation Fund - Nutrition
270-5405-07707**

Nutrition and Transportation Fund - Nutrition
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 270-5405-07707							
302001	Beginning Fund Balance	\$ 336,917	\$ 300,098	\$ 228,446	\$ 214,544	\$ 214,544	\$ 214,544
333001	Local & Other Gov Grants	65,509	54,254	60,000	56,000	56,000	56,000
347427	Contract w/Clack Cty Soc Svcs	172,987	162,395	172,000	172,000	172,000	172,000
347429	Fundraising	84,101	74,617	70,000	65,000	65,000	65,000
361000	Interest Earned	3,846	5,456	3,000	2,500	2,500	2,500
362000	Advertising Revenue	250	750	5,750	750	750	750
367000	Contributions & Donations	8,840	9,627	5,000	8,000	8,000	8,000
367009	Friends of Milwaukie Center	5,000	5,000	5,000	5,000	5,000	5,000
367050	Congregate Donations	13,662	14,563	12,000	13,000	13,000	13,000
367055	Home Delivery Donations	47,664	39,721	45,000	40,000	40,000	40,000
390113	I/F Transfer From Fund 113	100,000	150,000	150,000	200,000	200,000	200,000
Total Resources		\$ 838,776	\$ 816,481	\$ 756,196	\$ 776,794	\$ 776,794	\$ 776,794

**Nutrition and Transportation Fund - Nutrition
270-5405-07707**

Nutrition and Transportation Fund - Nutrition
Requirements

Object Code	Item	Budget FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 270-5405-07707							
421110	Postage	\$ 18	\$ 13	\$ -	\$ 15	\$ 15	\$ 15
422400	Food	84,062	81,081	89,400	88,000	88,000	88,000
422403	Serving Supplies	16,162	17,222	15,400	16,000	16,000	16,000
425100	Small Tools & Minor Equip.	12,605	3,903	7,000	7,000	7,000	7,000
431900	Contracted Services	358,541	355,495	415,203	455,668	455,668	455,668
432100	Telephone	510	468	800	500	500	500
433110	Mileage Reimbursement	-	-	100	-	-	-
434100	Printing & Duplicating Services	-	-	500	500	500	500
435130	Liability Insurance	5,547	3,863	2,673	3,156	3,156	3,156
439200	Training/Staff Development	1,641	75	200	200	200	200
454016	Volunteer Expenses	-	1,633	1,500	1,500	1,500	1,500
454018	Fundraising Expenses	12,781	11,895	12,500	12,500	12,500	12,500
465002	Payments to Local Governments	-	-	5,000	1,000	1,000	1,000
470113	I/F Transfer To Fund 113	9,602	10,000	3,400	-	-	-
478101	Accounting Services	5,473	5,821	3,577	4,403	4,403	4,403
478102	Information Services	5,037	5,750	6,525	6,863	6,863	6,863
478104	Public & Government Rel	2,211	2,135	879	2,066	2,066	2,066
478105	Records Management	91	64	52	113	113	113
478106	Purchasing Services	1,190	1,182	2,510	2,854	2,854	2,854
478111	Personnel Administration	3,412	3,725	3,182	4,351	4,351	4,351
478112	County Administration	1,698	1,700	1,649	1,650	1,650	1,650
478117	Mailroom Overhead	100	175	152	76	76	76
499001	Contingency	-	-	112,790	104,179	104,179	104,179
Total Requirements		\$ 520,681	\$ 506,200	\$ 684,992	\$ 712,594	\$ 712,594	\$ 712,594
Total Resources		\$ 838,776	\$ 816,481	\$ 756,196	\$ 776,794	\$ 776,794	\$ 776,794

Nutrition and Transportation Fund - Nutrition
270-5405-07707

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

Expenditure Detail of Specific Line Items

Travel Detail (433100, 433110 & 439200)		
Gift Administration Training	\$	200
Total Budget Request for Activity	\$	200

Nutrition and Transportation Fund - Transportation
270-5405-07708

Program Statement:

The purpose of the 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 19-20 Objectives:

To increase cost efficiency of travel activities by operating at capacity while offering less frequent trips.

To provide door-to-door transportation services to residents to and from the Center or grocery store, regardless of their ability to pay.

To maintain driver compliance with Ride Connection requirements.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Personnel Services*	\$ 109,787	\$ 121,726	\$ 148,525	\$ 137,249	\$ 137,249	\$ 137,249
Materials and Services	35,477	36,016	31,370	31,760	31,760	31,760
Allocated Costs	10,310	10,320	7,856	10,091	10,091	10,091
Interfund Transfer	216	300	200	-	-	-
Total Budget	\$ 155,790	\$ 168,362	\$ 187,951	\$ 179,100	\$ 179,100	\$ 179,100
Regular Full-Time FTE	0.34	0.32	0.34	0.34	0.34	0.34
Temporary & Part-Time FTE**	1.56	1.71	1.65	1.65	1.65	1.65
Total Program Staffing	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 FY 14-15

**Nutrition and Transportation Fund - Transportation
270-5405-07708**

Nutrition and Transportation Fund - Transportation
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 270-5405-07708							
343160	Contract with Clack Cty Social	\$ 66,123	\$ 72,926	\$ 43,000	\$ 47,000	\$ 47,000	\$ 47,000
347425	Travel Program Revenue	16,746	21,510	11,000	13,000	13,000	13,000
347427	Contract w/Clack Cty Soc Svcs	19,884	9,396	33,047	34,200	34,200	34,200
347429	Fundraising	11,340	9,721	10,000	1,000	1,000	1,000
347450	Grant	9,654	6,421	6,200	6,200	6,200	6,200
367002	Van Fees	8,797	8,218	8,000	8,000	8,000	8,000
367008	Contract Rides & Rentals	251	-	500	500	500	500
367009	Friends of Milwaukie Center	5,000	5,000	5,000	5,000	5,000	5,000
Total Resources		\$ 137,794	\$ 133,192	\$ 116,747	\$ 114,900	\$ 114,900	\$ 114,900

Nutrition and Transportation Fund - Transportation
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 270-5405-07708							
424600	Motor Vehicle Materials & Supp.	\$ 10,189	\$ 12,605	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
431450	Licenses & Permits	610	652	500	600	600	600
431900	Contracted Services	109,787	121,726	148,525	137,249	137,249	137,249
431910	Other Contracts	4,956	9,299	5,000	5,000	5,000	5,000
432100	Telephone	726	681	800	800	800	800
434100	Printing & Duplicating Services	-	-	200	-	-	-
435130	Liability Insurance	5,302	2,599	1,970	2,460	2,460	2,460
437200	Equipment Repairs & Maint.	12,068	9,668	11,000	11,000	11,000	11,000
439200	Training/Staff Development	485	512	650	650	650	650
454018	Fundraising Expenses	1,141	-	250	250	250	250
470113	I/F Transfer To Fund 113	216	300	200	-	-	-
478101	Accounting Services	1,990	1,853	1,152	1,466	1,466	1,466
478102	Information Services	2,518	2,875	2,175	2,288	2,288	2,288
478104	Public & Government Rel	2,211	2,135	879	2,066	2,066	2,066
478105	Records Management	33	20	17	38	38	38
478106	Purchasing Services	505	376	808	950	950	950
478111	Personnel Administration	1,255	1,186	1,024	1,557	1,557	1,557
478112	County Administration	1,698	1,700	1,649	1,650	1,650	1,650
478117	Mailroom Overhead	100	175	152	76	76	76
Total Requirements		\$ 155,790	\$ 168,362	\$ 187,951	\$ 179,100	\$ 179,100	\$ 179,100
Total Resources		\$ 137,794	\$ 133,192	\$ 116,747	\$ 114,900	\$ 114,900	\$ 114,900

Nutrition and Transportation Fund - Transportation
270-5405-07708

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

Expenditure Detail of Specific Line Items

Travel Detail (439200)		
Required driver medical checks and drug screenings	\$	650
Total Budget Request for Activity	\$	650



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 FY 04-05 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 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 FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Materials and Services	\$ 1,625	\$ 26,573	\$ 2,222	\$ 1,744	\$ 1,744	\$ 1,744
Interfund Transfer	107,503	125,118	617,710	707,306	707,306	707,306
Capital Outlay	-	-	564,274	1,924,463	1,924,463	1,924,463
Total Budget	<u>\$ 109,128</u>	<u>\$ 151,691</u>	<u>\$ 1,184,206</u>	<u>\$ 2,633,513</u>	<u>\$ 2,633,513</u>	<u>\$ 2,633,513</u>

Major Revenue Source(s)

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

System Development Charges Fund - Zone 1
281-5451

System Development Charges Fund - Zone 1
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 281-5451							
302001	Beginning Fund Balance	\$ 1,263,559	\$ 1,309,548	\$ 1,028,652	\$ 2,494,969	\$ 2,494,969	\$ 2,494,969
322281	Park SDC Zone 1 Milwaukie	61,660	49,658	30,000	36,800	36,800	36,800
322286	Park SDC Zone 1 UGMA	79,635	1,302,071	111,100	87,200	87,200	87,200
342110	Administrative Fee	1,625	26,573	2,222	1,744	1,744	1,744
361000	Interest Earned	12,197	25,059	12,232	12,800	12,800	12,800
Total Resources		<u>\$ 1,418,676</u>	<u>\$ 2,712,909</u>	<u>\$ 1,184,206</u>	<u>\$ 2,633,513</u>	<u>\$ 2,633,513</u>	<u>\$ 2,633,513</u>

System Development Charges Fund - Zone 1
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 281-5451							
431620	Administration Fees	\$ 1,625	\$ 26,573	\$ 2,222	\$ 1,744	\$ 1,744	\$ 1,744
470113	I/F Transfer To Fund 113	4,854	75,305	74,011	135,822	135,822	135,822
470383	I/F Transfer To Fund 383	92,969	14,639	-	-	-	-
470480	I/F Transfer To Fund 480	9,680	35,174	543,699	571,484	571,484	571,484
485620	Future Capital Projects	-	-	564,274	1,924,463	1,924,463	1,924,463
Total Requirements		<u>\$ 109,128</u>	<u>\$ 151,691</u>	<u>\$ 1,184,206</u>	<u>\$ 2,633,513</u>	<u>\$ 2,633,513</u>	<u>\$ 2,633,513</u>
Total Resources		<u>\$ 1,418,676</u>	<u>\$ 2,712,909</u>	<u>\$ 1,184,206</u>	<u>\$ 2,633,513</u>	<u>\$ 2,633,513</u>	<u>\$ 2,633,513</u>

System Development Charges Fund - Zone 2
282-5452

Program Statement:

The purpose of the System Development Charge (SDC) Zone 2 program is to act as a repository for system development fees and ensure SDC funds are properly accounted for in accordance with SDC ordinance and regulations. NCPRD updated the District's ordinance in FY 04-05 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 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 FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Materials and Services	\$ 6,036	\$ 7,275	\$ 8,191	\$ 6,500	\$ 6,500	\$ 6,500
Interfund Transfer	41,017	50,073	787,494	250,979	250,979	250,979
Capital Outlay	-	-	1,533,808	1,609,951	1,609,951	1,609,951
Total Budget	<u>\$ 47,053</u>	<u>\$ 57,348</u>	<u>\$ 2,329,493</u>	<u>\$ 1,867,430</u>	<u>\$ 1,867,430</u>	<u>\$ 1,867,430</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
282-5452

System Development Charges Fund - Zone 2
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 282-5452							
302001	Beginning Fund Balance	\$ 1,147,407	\$ 1,551,351	\$ 1,899,597	\$ 1,526,130	\$ 1,526,130	\$ 1,526,130
322282	Park SDC Zone 2	384,915	362,919	409,565	325,000	325,000	325,000
342110	Administrative Fee	6,036	7,275	8,191	6,500	6,500	6,500
360001	Misc Revenue	47,451	-	-	-	-	-
361000	Interest Earned	12,404	26,589	11,470	9,300	9,300	9,300
361100	Interest on Contracts	191	253	670	500	500	500
Total Resources		<u>\$ 1,598,404</u>	<u>\$ 1,948,387</u>	<u>\$ 2,329,493</u>	<u>\$ 1,867,430</u>	<u>\$ 1,867,430</u>	<u>\$ 1,867,430</u>

System Development Charges Fund - Zone 2
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 282-5452							
431620	Administration Fees	\$ 6,036	\$ 7,275	\$ 8,191	\$ 6,500	\$ 6,500	\$ 6,500
470113	I/F Transfer To Fund 113	1,462	5,797	120,586	70,400	70,400	70,400
470383	I/F Transfer To Fund 383	37,593	39,878	-	-	-	-
470480	I/F Transfer To Fund 480	1,962	4,398	666,908	180,579	180,579	180,579
485620	Future Capital Projects	-	-	1,533,808	1,609,951	1,609,951	1,609,951
Total Requirements		<u>\$ 47,053</u>	<u>\$ 57,348</u>	<u>\$ 2,329,493</u>	<u>\$ 1,867,430</u>	<u>\$ 1,867,430</u>	<u>\$ 1,867,430</u>
Total Resources		<u>\$ 1,598,404</u>	<u>\$ 1,948,387</u>	<u>\$ 2,329,493</u>	<u>\$ 1,867,430</u>	<u>\$ 1,867,430</u>	<u>\$ 1,867,430</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 FY 04-05 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 Zone 3 as follows:

Zone 3 includes the unincorporated Clackamas County areas east of I-205.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Materials and Services	\$ 1,477	\$ 5,612	\$ 2,483	\$ 2,400	\$ 2,400	\$ 2,400
Interfund Transfer	480,027	1,423,081	685,796	4,124,793	4,124,793	4,124,793
Capital Outlay	-	-	10,211,235	8,680,783	8,680,783	8,680,783
Total Budget	<u>\$ 481,504</u>	<u>\$ 1,428,693</u>	<u>\$10,899,514</u>	<u>\$12,807,976</u>	<u>\$12,807,976</u>	<u>\$12,807,976</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
283-5453

System Development Charges Fund - Zone 3

Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 283-5453							
302001	Beginning Fund Balance	\$ 9,763,281	\$ 12,300,351	\$ 10,684,062	\$ 11,101,576	\$ 11,101,576	\$ 11,101,576
322283	Park SDC Zone 3	90,851	287,129	124,153	120,000	120,000	120,000
322284	Park SDC Zone 3 Happy Valley	2,777,859	336,361	-	1,500,000	1,500,000	1,500,000
322285	Park SDC Zone 3A Sunnyside	31,023	-	-	-	-	-
342110	Administrative Fee	1,477	5,613	2,484	2,400	2,400	2,400
361000	Interest Earned	105,385	182,817	87,165	83,500	83,500	83,500
361100	Interest On Contracts	11,980	4,333	1,650	500	500	500
Total Resources		<u>\$ 12,781,856</u>	<u>\$ 13,116,604</u>	<u>\$ 10,899,514</u>	<u>\$ 12,807,976</u>	<u>\$ 12,807,976</u>	<u>\$ 12,807,976</u>

System Development Charges Fund - Zone 3

Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 283-5453							
431620	Administration Fees	\$ 1,477	\$ 5,612	\$ 2,483	\$ 2,400	\$ 2,400	\$ 2,400
470113	I/F Transfer To Fund 113	23,251	39,266	33,992	4,800	4,800	4,800
470383	I/F Transfer To Fund 383	433,295	300,421	-	-	-	-
470480	I/F Transfer To Fund 480	23,481	1,083,394	651,804	4,119,993	4,119,993	4,119,993
485620	Future Capital Projects	-	-	10,211,235	8,680,783	8,680,783	8,680,783
Total Requirements		<u>\$ 481,504</u>	<u>\$ 1,428,693</u>	<u>\$ 10,899,514</u>	<u>\$ 12,807,976</u>	<u>\$ 12,807,976</u>	<u>\$ 12,807,976</u>
Total Resources		<u>\$ 12,781,856</u>	<u>\$ 13,116,604</u>	<u>\$ 10,899,514</u>	<u>\$ 12,807,976</u>	<u>\$ 12,807,976</u>	<u>\$ 12,807,976</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. NCPRD plans to pay off the 2010 Debt in March 2020.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Trustee Fees	\$ 350	\$ 350	\$ 500	\$ 12,500	\$ 12,500	\$ 12,500
Bond Principal	355,000	370,000	380,000	395,000	395,000	395,000
Bond Defeasance	-	-	1,670,576	2,428,077	2,428,077	2,428,077
Bond Interest	136,675	126,025	115,000	101,625	101,625	101,625
Total Budget	<u>\$ 492,025</u>	<u>\$ 496,375</u>	<u>\$ 2,166,076</u>	<u>\$ 2,937,202</u>	<u>\$ 2,937,202</u>	<u>\$ 2,937,202</u>

Major Revenue Source(s)

The major revenue source for the Debt Service Fund Issue 2010 is the NCPRD General Fund.

**Debt Service Fund - 2010 Issue
382-5432**

Debt Service Fund - 2010 Issue
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 382-5432							
302001	Beginning Fund Balance	\$ 1,606,709	\$ 1,621,676	\$ 1,643,076	\$ 1,669,202	\$ 1,669,202	\$ 1,669,202
361000	Interest Earned	15,317	25,701	18,000	18,000	18,000	18,000
390113	I/F Transfer From Fund 113	491,675	496,025	500,000	500,000	500,000	500,000
390481	I/F Transfer From Fund 481	-	-	5,000	750,000	750,000	750,000
Total Resources		<u>\$ 2,113,701</u>	<u>\$ 2,143,402</u>	<u>\$ 2,166,076</u>	<u>\$ 2,937,202</u>	<u>\$ 2,937,202</u>	<u>\$ 2,937,202</u>

Debt Service Fund - 2010 Issue
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 382-5432							
431610	Trustee Fees	\$ 350	\$ 350	\$ 500	\$ 12,500	\$ 12,500	\$ 12,500
461000	Bond Principal	355,000	370,000	380,000	395,000	395,000	395,000
461100	Bond Defeasance	-	-	1,670,576	2,428,077	2,428,077	2,428,077
462000	Bond Interest	136,675	126,025	115,000	101,625	101,625	101,625
Total Requirements		<u>\$ 492,025</u>	<u>\$ 496,375</u>	<u>\$ 2,166,076</u>	<u>\$ 2,937,202</u>	<u>\$ 2,937,202</u>	<u>\$ 2,937,202</u>
Total Resources		<u>\$ 2,113,701</u>	<u>\$ 2,143,402</u>	<u>\$ 2,166,076</u>	<u>\$ 2,937,202</u>	<u>\$ 2,937,202</u>	<u>\$ 2,937,202</u>

Debt Service Fund - 2008 Issue
383-5433

Program Statement:

The purpose of the Debt Service program is to manage the debt in accordance with required debt payments and bond covenants. In 2008, NCPRD issued \$8,000,000 in full faith and credit obligation bonds to pay for the land and construction costs of Hood View Park. 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. This fund was closed in FY 17-18.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Trustee Fees	\$ 350	\$ 385	\$ -	\$ -	\$ -	\$ -
Bond Principal	365,000	380,000	-	-	-	-
Bond Defeasance	-	4,780,000	-	-	-	-
Bond Interest	198,506	172,802	-	-	-	-
Total Budget	<u>\$ 563,856</u>	<u>\$ 5,333,187</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Major Revenue Source(s)

The major revenue source for the Debt Service Fund Issue 2008 is SDCs.

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

Debt Service Fund - 2008 Issue
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 383-5433							
302001	Beginning Fund Balance	\$ 109,806	\$ 111,355	\$ -	\$ -	\$ -	\$ -
361000	Interest Earned	1,548	10,380	-	-	-	-
381100	Land Sale Proceeds	-	4,856,515	-	-	-	-
390281	I/F Transfer From Fund 281	92,969	14,638	-	-	-	-
390282	I/F Transfer From Fund 282	37,593	39,878	-	-	-	-
390283	I/F Transfer From Fund 283	433,295	300,421	-	-	-	-
Total Resources		\$ 675,211	\$ 5,333,187	\$ -	\$ -	\$ -	\$ -

Debt Service Fund - 2008 Issue
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 383-5433							
431610	Trustee Fees	\$ 350	\$ 385	\$ -	\$ -	\$ -	\$ -
461000	Bond Principal	365,000	380,000	-	-	-	-
461100	Bond Defeasance	-	4,780,000	-	-	-	-
462000	Bond Interest	198,506	172,802	-	-	-	-
Total Requirements		\$ 563,856	\$ 5,333,187	\$ -	\$ -	\$ -	\$ -
Total Resources		\$ 675,211	\$ 5,333,187	\$ -	\$ -	\$ -	\$ -

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 19-20 Objectives:

To develop a Master Plan for Concord Property with robust community input.

To complete design, development and construction documents for the final phase of Milwaukie Bay Park.

To complete implementation of the Robert Kronberg Park Master Plan - Phase II in partnership with the City of Milwaukie.

To initiate the development of a Trails Master Plan for the District.

To develop recommendations to implement the proposed North Clackamas River Trail.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Materials and Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	188,047	1,162,491	11,936,847	15,160,669	15,160,669	15,160,669
Total Budget	<u>\$ 188,047</u>	<u>\$ 1,162,491</u>	<u>\$11,936,847</u>	<u>\$15,160,669</u>	<u>\$15,160,669</u>	<u>\$15,160,669</u>

Major Revenue Source(s)

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

**Capital Projects Fund
480-5441**

Capital Projects Fund 480 - Summary

Program	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Resource Summary						
Fund Balance	\$ 511,608	\$ 520,746	\$ 8,522,976	\$ 9,715,669	\$ 9,715,669	\$ 9,715,669
District-wide	-	9,142,350	-	-	-	-
Zone 1 Milwaukie	18,977	53,248	137,126	97,644	97,644	97,644
Zone 1 UGMA	4,671	73,995	807,118	490,874	550,479	550,479
Zone 2 UGMA	1,962	4,398	1,746,898	650,879	650,879	650,879
Zone 3 UGMA	1,815	1,393	83,848	94,208	94,208	94,208
Zone 3 Happy Valley	168,503	1,082,001	638,881	4,051,790	4,051,790	4,051,790
Zone 3A Sunnyside Village	1,258	-	-	-	-	-
Total Resources	\$ 708,794	\$10,878,131	\$11,936,847	\$15,101,064	\$15,160,669	\$15,160,669
Requirements Summary						
Program 00	\$ -	\$ -	\$ 8,000,000	\$ 8,916,800	\$ 8,916,800	\$ 8,916,800
Zone 1 Milwaukie	9,838	704	660,102	670,963	670,963	670,963
Zone 1 UGMA	4,671	73,995	807,118	550,479	550,479	550,479
Zone 2 UGMA	1,962	4,398	1,746,898	876,429	876,429	876,429
Zone 3 UGMA	1,815	1,393	83,848	94,208	94,208	94,208
Zone 3 Happy Valley	168,503	1,082,001	638,881	4,051,790	4,051,790	4,051,790
Zone 3A Sunnyside Village	1,258	-	-	-	-	-
Total Requirements	\$ 188,047	\$ 1,162,491	\$11,936,847	\$15,160,669	\$15,160,669	\$15,160,669

**Capital Projects Fund
480-5441**

Capital Projects Fund - Cost Center
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480-5441-00							
302001	Beginning Fund Balance	\$ -	\$ -	\$ 8,000,000	\$ 8,916,800	\$ 8,916,800	\$ 8,916,800
381100	Land Sale Proceeds	-	9,142,350	-	-	-	-
	Total Resources	<u>\$ -</u>	<u>\$ 9,142,350</u>	<u>\$ 8,000,000</u>	<u>\$ 8,916,800</u>	<u>\$ 8,916,800</u>	<u>\$ 8,916,800</u>

Capital Projects Fund - Cost Center
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480-5441-00							
485620	Future Capital Projects	\$ -	\$ -	\$ 8,000,000	\$ 8,916,800	\$ 8,916,800	\$ 8,916,800
	Total Requirements	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,000,000</u>	<u>\$ 8,916,800</u>	<u>\$ 8,916,800</u>	<u>\$ 8,916,800</u>
	Total Resources	<u>\$ -</u>	<u>\$ 9,142,350</u>	<u>\$ 8,000,000</u>	<u>\$ 8,916,800</u>	<u>\$ 8,916,800</u>	<u>\$ 8,916,800</u>

**Capital Projects Fund
480-5441**

Capital Projects Fund - Zone 1 Milwaukie
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480-5441-07710							
302001	Beginning Fund Balance*	\$ 511,637	\$ 520,775	\$ 522,976	\$ 573,319	\$ 573,319	\$ 573,319
331001	Federal Revenue	-	-	100,000	-	-	-
332001	State Revenue	4,829	-	-	-	-	-
333001	Local & Other Gov Grants	6,597	-	-	-	-	-
361000	Interest Earned	3,983	52,544	-	-	-	-
390113	I/F Transfer From Fund 113	(1,441)	-	-	17,034	17,034	17,034
390281	I/F Transfer From Fund 281	5,009	704	37,126	80,610	80,610	80,610
Total Resources		<u>\$ 530,614</u>	<u>\$ 574,023</u>	<u>\$ 660,102</u>	<u>\$ 670,963</u>	<u>\$ 670,963</u>	<u>\$ 670,963</u>

Capital Projects Fund - Zone 1 Milwaukie
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480 5441 07710							
481160	Planning	\$ 179	\$ 704	\$ 27,126	\$ 67,644	\$ 67,644	\$ 67,644
481180	Design	9,659	-	15,000	5,000	5,000	5,000
481200	Construction	-	-	95,000	25,000	25,000	25,000
482300	Building Improvements	-	-	522,976	573,319	573,319	573,319
Total Requirements		<u>\$ 9,838</u>	<u>\$ 704</u>	<u>\$ 660,102</u>	<u>\$ 670,963</u>	<u>\$ 670,963</u>	<u>\$ 670,963</u>
Total Resources		<u>\$ 530,614</u>	<u>\$ 574,023</u>	<u>\$ 660,102</u>	<u>\$ 670,963</u>	<u>\$ 670,963</u>	<u>\$ 670,963</u>

* \$514,560 of this beginning fund balance is from TriMet funds for the Trolley Trail that must be used on a TriMet approved project, for the Northside of North Clackamas Park.

**Capital Projects Fund
480-5441**

Capital Projects Fund - Zone 1 UGMA
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480-5441-07718							
332169	Oregon State Parks and Rec	\$ -	\$ 25,713	\$ 265,000	\$ -	\$ -	\$ -
333000	Local Govt & Other Agencies	-	-	-	-	-	-
333001	Local & Other Gov Grants	-	-	10,000	59,605	59,605	59,605
390113	I/F Transfer From Fund 113	-	13,812	25,545	-	-	-
390281	I/F Transfer From Fund 281	4,671	34,470	506,573	490,874	490,874	490,874
Total Resources		\$ 4,671	\$ 73,995	\$ 807,118	\$ 550,479	\$ 550,479	\$ 550,479

Capital Projects Fund - Zone 1 UGMA
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480-5441-07718							
481160	Planning	\$ 4,671	\$ 908	\$ 22,118	\$ 200,479	\$ 200,479	\$ 200,479
481180	Design	-	57,418	185,000	350,000	350,000	350,000
481200	Construction	-	1,858	600,000	-	-	-
482300	Building Improvements	-	13,811	-	-	-	-
Total Requirements		\$ 4,671	\$ 73,995	\$ 807,118	\$ 550,479	\$ 550,479	\$ 550,479
Total Resources		\$ 4,671	\$ 73,995	\$ 807,118	\$ 550,479	\$ 550,479	\$ 550,479

**Capital Projects Fund
480-5441**

Capital Projects Fund - Zone 2 UGMA
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480 5441 07711							
302001	Beginning Fund Balance	\$ -	\$ -	\$ -	\$ 225,550	\$ 225,550	\$ 225,550
333001	Local & Other Gov Grants	-	-	686,509	395,000	395,000	395,000
381100	Land Sale Proceeds	-	-	393,481	-	-	-
390113	I/F Transfer From Fund 113	-	-	-	75,300	75,300	75,300
390282	I/F Transfer From Fund 282	1,962	4,398	666,908	180,579	180,579	180,579
Total Resources		<u>\$ 1,962</u>	<u>\$ 4,398</u>	<u>\$ 1,746,898</u>	<u>\$ 876,429</u>	<u>\$ 876,429</u>	<u>\$ 876,429</u>

Capital Projects Fund - Zone 2 UGMA
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480 5441 07711							
481160	Planning	\$ 1,962	\$ 4,398	\$ 826,898	\$ 336,429	\$ 336,429	\$ 336,429
481200	Construction	-	-	670,000	540,000	540,000	540,000
485100	Land	-	-	250,000	-	-	-
Total Requirements		<u>\$ 1,962</u>	<u>\$ 4,398</u>	<u>\$ 1,746,898</u>	<u>\$ 876,429</u>	<u>\$ 876,429</u>	<u>\$ 876,429</u>
Total Resources		<u>\$ 1,962</u>	<u>\$ 4,398</u>	<u>\$ 1,746,898</u>	<u>\$ 876,429</u>	<u>\$ 876,429</u>	<u>\$ 876,429</u>

**Capital Projects Fund
480-5441**

Capital Projects Fund - Zone 3 UGMA
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480-5441-07712							
302001	Beginning Fund Balance	\$ -	\$ (29)	\$ -	\$ -	\$ -	\$ -
333001	Local & Other Gov Grants	-	-	26,005	26,005	26,005	26,005
390283	I/F Transfer From Fund 283	1,815	1,393	57,843	68,203	68,203	68,203
Total Resources		<u>\$ 1,815</u>	<u>\$ 1,364</u>	<u>\$ 83,848</u>	<u>\$ 94,208</u>	<u>\$ 94,208</u>	<u>\$ 94,208</u>

Capital Projects Fund - Zone 3 UGMA
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480-5441-07712							
481160	Planning	\$ 1,815	\$ 1,393	\$ 83,848	\$ 94,208	\$ 94,208	\$ 94,208
Total Requirements		<u>\$ 1,815</u>	<u>\$ 1,393</u>	<u>\$ 83,848</u>	<u>\$ 94,208</u>	<u>\$ 94,208</u>	<u>\$ 94,208</u>
Total Resources		<u>\$ 1,815</u>	<u>\$ 1,364</u>	<u>\$ 83,848</u>	<u>\$ 94,208</u>	<u>\$ 94,208</u>	<u>\$ 94,208</u>

**Capital Projects Fund
480-5441**

Capital Projects Fund - Zone 3 Happy Valley
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480-5441-07719							
390113	I/F Transfer From Fund 113	\$ 13,095	\$ -	\$ 44,920	\$ -	\$ -	\$ -
390283	I/F Transfer From Fund 283	20,408	1,082,001	593,961	4,051,790	4,051,790	4,051,790
390481	I/F Transfer From Fund 481	135,000	-	-	-	-	-
Total Resources		\$ 168,503	\$ 1,082,001	\$ 638,881	\$ 4,051,790	\$ 4,051,790	\$ 4,051,790

Capital Projects Fund - Zone 3 Happy Valley
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480-5441-07719							
481160	Planning	\$ 20,573	\$ 31,722	\$ -	\$ 51,790	\$ 51,790	\$ 51,790
481180	Design	4,787	-	-	-	-	-
481200	Construction	143,143	-	638,881	-	-	-
485100	Land	-	1,050,279	-	4,000,000	4,000,000	4,000,000
Total Requirements		\$ 168,503	\$ 1,082,001	\$ 638,881	\$ 4,051,790	\$ 4,051,790	\$ 4,051,790
Total Resources		\$ 168,503	\$ 1,082,001	\$ 638,881	\$ 4,051,790	\$ 4,051,790	\$ 4,051,790

**Capital Projects Fund
480-5441**

Capital Projects Fund - Zone 3A Sunnyside Village
Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480-5441-07720							
301002	Prior Year Revenue-State	\$ 10,156	\$ -	\$ -	\$ -	\$ -	\$ -
302001	Fund Balance	(10,185)	-	-	-	-	-
390283	I/F Transfer From Fund 283	1,258	-	-	-	-	-
Total Resources		<u>\$ 1,229</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Capital Projects Fund - Zone 3A Sunnyside Village
Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 480-5441-07720							
481160	Planning	\$ 1,258	\$ -	\$ -	\$ -	\$ -	\$ -
Total Requirements		<u>\$ 1,258</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Resources		<u>\$ 1,229</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

The project line for Capital Projects Fund Zone 3A Sunnyside Village was closed in FY 16-17

North Clackamas Parks & Recreation District
Capital Budget Detail
Fund 480
FY 19-20

Capital Project by Funding Resource										
Capital Improvement Projects	Project Identification Number	FY 19-20 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			
2019 MP/CIP	N/A	\$ 180,000	\$ 3,823	\$ 100,239	\$ 27,939	\$ 22,104	\$ 25,895	\$ -	\$ -	\$ -
2019 NCPRD Trails Master Plan	N/A	150,000	3,185	83,533	23,283	18,420	21,579	-	-	-
SDC Methodology	N/A	30,000	636	16,707	4,657	3,684	4,316	-	-	-
Milwaukie Bay (Riverfront) Park - Final Design	SU-8	350,000	-	290,395	-	-	-	-	59,605	-
Scott Park Master Plan	Scott Park/Ledding	60,000	42,966	-	-	-	-	17,034	-	-
Concord Elementary Master Plan*	N/A	225,550	-	-	-	-	-	-	225,550	-
North Clackamas River Trail	N/A	50,000	-	-	-	23,995	-	-	-	26,005
Robert Kronberg Nature Park Phase 2 Development	N/A	30,000	30,000	-	-	-	-	-	-	-
Jennings Lodge Elementary	N/A	100,000	-	-	24,700	-	-	75,300	-	-
Boardman Wetland Natural Area	N-11	495,000	-	-	100,000	-	-	-	-	395,000
Happy Valley New Neighborhood Park 1	HV-1	2,000,000	-	-	-	-	2,000,000	-	-	-
Happy Valley New Neighborhood Park 2	HV-2	2,000,000	-	-	-	-	2,000,000	-	-	-
Total Resources		\$ 5,670,550	\$ 80,610	\$ 490,874	\$ 180,579	\$ 68,203	\$ 4,051,790	\$ 92,334	\$ 285,155	\$ 421,005

*Concord Master Plan is being funded from Disposition proceeds earned from the sale of Hood View Park.

North Clackamas Parks & Recreation District
Capital Budget Detail
Fund 480
FY 19-20

Capital Project by Requirement Category									
Capital Improvement Projects	Project Identification	FY 19-20 Project Cost	Planning	Design	Construction	Land	Building		
2019 MP/CIP	N/A	\$ 180,000	\$ 180,000	\$ -	\$ -	\$ -	\$ -		
2019 NCPRD Trails Master Plan	N/A	150,000	150,000	-	-	-	-		
SDC Methodology	N/A	30,000	30,000	-	-	-	-		
Milwaukie Bay (Riverfront) Park - Final Design	SU-8	350,000	-	350,000	-	-	-		
Scott Park Master Plan	Scott Park/Ledding	60,000	60,000	-	-	-	-		
Concord Elementary Master Plan*	N/A	225,550	145,550	-	80,000	-	-		
North Clackamas River Trail	N/A	50,000	50,000	-	-	-	-		
Robert Kronberg Nature Park Phase 2 Development	N/A	30,000	-	5,000	25,000	-	-		
Jennings Lodge Elementary	N/A	100,000	100,000	-	-	-	-		
Boardman Wetland Natural Area	N-11	495,000	35,000	-	460,000	-	-		
Happy Valley New Neighborhood Park 1	HV-1	2,000,000	-	-	-	2,000,000	-		
Happy Valley New Neighborhood Park 2	HV-2	2,000,000	-	-	-	2,000,000	-		
Total Requirements		\$ 5,670,550	\$ 750,550	\$ 355,000	\$ 565,000	\$ 4,000,000	\$ -		



*Concord Master Plan is being funded from Disposition proceeds earned from the sale of Hood View Park.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
FY 19-20
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Master Plan and Capital Improvement Plan
SDC Funding Resource:	District-wide
Acreage:	N/A
Project Manager:	Kathryn Krygier
NCPRD Project No.:	82140
Scheduled Completion:	2020

DESCRIPTION AND LOCATION

Updated District Master Plan & Capital Improvement Plan

Revised Draft
Master Plan 2015

PURPOSE AND JUSTIFICATION
The goal of this project is to determine goals and objectives of District residents and provide a roadmap for the future. The work includes completion of both a Master Plan and Capital Improvement Plan (CIP). These documents will focus on 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 CIP projects list. The budget for this project includes a statistically valid survey, public outreach and publication costs. Work to be completed by NCPRD staff and consultants.

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

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

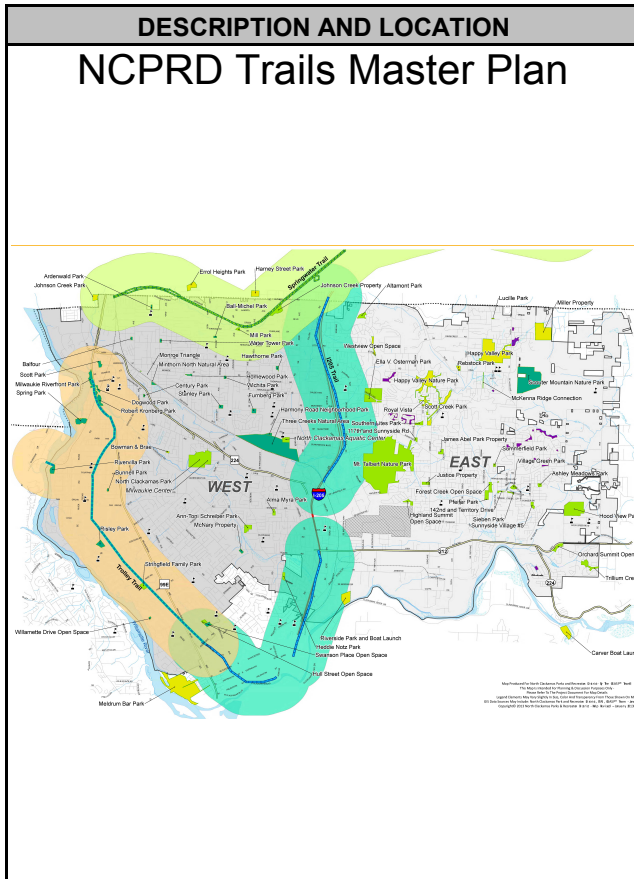
FY 19-20 PROJECT COSTS	
Planning	\$ 180,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 180,000

Fiscal Year	Zone 1 Milwaukie	SDCs Zone 1 UGMA	SDCs Zone 2	SDCs Zone 3 UGMA	Zone 3 Happy Valley	Total
19-20	\$ 3,823	\$ 100,239	\$ 27,939	\$ 22,104	\$ 25,895	\$ 180,000
Total	\$ 3,823	\$ 100,239	\$ 27,939	\$ 22,104	\$ 25,895	\$ 180,000

Note: 100% SDC eligible, split is based on prior year SDC Revenue.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
FY 19-20
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	NCPRD Trails Master Plan
SDC Funding Resource:	District-wide
Acreage:	N/A
Project Manager:	Tonia Williamson
NCPRD Project No.:	
Scheduled Completion:	2020



PURPOSE AND JUSTIFICATION
The NCPRD 2004 District Master Plan identifies trails as a significant recreational asset that NCPRD should be developing and managing for our residents. The Oregon Statewide Comprehensive Outdoor Recreation Plan and Statewide Trails Plan show that developing and maintaining trails is one of the highest needs in the state and within our region. NCPRD proposes to develop a District-wide Trails Master Plan that would explain the need for trails within the District and prioritize trail planning and development. This plan would incorporate current trails and it would identify gaps or updates needed in the system. The planning process would review local and regional trail plans and propose updates. This plan will review trail funding sources and make recommendations for project implementation.

IMPACT ON OPERATING BUDGET
This project identifies priorities and funding for trail project throughout the District for the next ten years.

NON-FINANCIAL IMPACT
Project provides guidelines for trail planning and development throughout the district.


FY 19-20 PROJECT COSTS	
Planning	\$ 150,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 150,000

Fiscal Year	SDCs Zone 1 Milwaukie	SDCs Zone 1 UGMA	SDCs Zone 2	SDCs Zone 3 UGMA	SDCs Zone 3 Happy Valley	Total
19-20	\$ 3,185	\$ 83,533	\$ 23,283	\$ 18,420	\$ 21,579	\$ 150,000
Total	\$ 3,185	\$ 83,533	\$ 23,283	\$ 18,420	\$ 21,579	\$ 150,000

Note: 100% SDC eligible, split is based on prior year SDC Revenue.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
FY 19-20
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	System Development Charges Methodology Update Project
SDC Funding Resource:	District-wide
Acreage:	N/A
Project Manager:	Kathryn Krygier
NCPRD Project No.:	82140
Scheduled Completion:	2020

DESCRIPTION AND LOCATION
<p>Completion of an updated Parks and Recreation System Development Charges Methodology Report.</p> <div style="text-align: center; margin: 20px 0;">  </div> <div style="text-align: center;"> <p>PARKS AND RECREATION SYSTEM DEVELOPMENT CHARGES UPDATE METHODOLOGY REPORT</p> <p style="font-size: small; margin-top: 20px;">revised as of September 28, 2007</p> </div>

PURPOSE AND JUSTIFICATION
The work has several components, including calculation of new SDC rates, creation of a draft Capital Improvement Plan (CIP) project list and determination of projects' SDC eligibility. 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's capacity and capabilities at the funding levels that will exist over the short-term. NCPRD last updated the SDC Methodology in 2007. The project began in 2017 and will be complete in 2020.

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

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

FY 19-20 PROJECT COSTS	
Planning	\$ 30,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 30,000

Fiscal Year	SDCs Zone 1 Milwaukie	SDCs Zone 1 UGMA	SDCs Zone 2	SDCs Zone 3 UGMA	SDCs Zone 3 Happy Valley	Total
19-20	\$ 636	\$ 16,707	\$ 4,657	\$ 3,684	\$ 4,316	\$ 30,000
Total	\$ 636	\$ 16,707	\$ 4,657	\$ 3,684	\$ 4,316	\$ 30,000

Note: 100% SDC eligible, split is based on prior year SDC Revenue.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
FY 19-20
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Milwaukie Bay Park Final Design
Project Address:	11211 SE McLoughlin Boulevard Milwaukie
SDC Funding Resource:	Zone 1
Map Location:	SU-8
Acreage:	7.59 acres
Project Manager:	Heather Koch
NCPRD Project No. :	82383
Scheduled Completion:	2020 (Construction docs only)

PURPOSE AND JUSTIFICATION
This project will complete design and construction documents for Phase 3 of Milwaukie Bay Park development. Phase 1, Klein Point Overlook, was completed November 2012. Phase 2, including a restroom, trails, parking and boat launch, was completed in May 2015. The final phase of the project will include a play area for children, event space, interactive fountain, pathways for pedestrians and completion of the Trolley Trail. Full funding for construction has not been identified.

DESCRIPTION AND LOCATION
Partnership with the City of Milwaukie to complete final design for Milwaukie Bay Park located in downtown Milwaukie adjacent to 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.

FY 19-20 PROJECT COSTS	
Planning	-
Design	\$ 350,000
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 350,000

Fiscal Year	SDCs Zone 1 UGMA	City of Milwaukie	Grants	Total
19-20	\$ 290,395	\$ 59,605	\$ -	\$ 350,000
Total	\$ 290,395	\$ 59,605	\$ -	\$ 350,000

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

**NORTH CLACKAMAS PARKS & RECREATION
DISTRICT FY 19-20
CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY

Project Title: Scott Park Master Plan
 Project Address: 10660 SE 21st Ave.
 Milwaukie
 SDC Funding Resource: Zone 1
 Map Location: Scott Park/Ledding Library
 Acreage: 2.6 acres
 Project Manager: Kathryn Krygier
 NCPRD Project No.: 82336
 Scheduled Completion: 2020 (Master Plan only)

DESCRIPTION AND LOCATION

Update the 1991 Scott Park Master Plan to coordinate with the new Ledding Library design.



PURPOSE AND JUSTIFICATION

This project, in partnership with the City of Milwaukie, will update the Scott Park Master Plan to coordinate with the new Ledding Library. The Library is directly adjacent to Scott Park. The library is under construction with anticipated completion in 2020.

IMPACT ON OPERATING BUDGET

Immediate impact on General Fund is \$17,034. No future impact is anticipated.

NON-FINANCIAL IMPACT

This project provides planning for Scott Park following the redevelopment of the neighboring Ledding Library.

FY 19-20 PROJECT COSTS

Planning	\$ 60,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 60,000

Fiscal Year	SDCs		Total
	Zone 1 Milwaukie	General Fund	
19-20	\$ 42,966	\$ 17,034	\$ 60,000
Total	\$ 42,966	\$ 17,034	\$ 60,000

Note: Project is 71.61% eligible to use SDCs per the 2007 approved SDC CIP.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
FY 19-20
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Concord Property Master Plan
Project Address:	3811 SE Concord Road Oak Grove
SDC Funding Resource:	Zone 2 (if added to CIP list)
Map location:	N/A
Acreage:	6 acres
Project Manager:	Kathryn Krygier
NCPRD Project No.:	82422
Scheduled Completion:	2020 (Master Plan only)

DESCRIPTION AND LOCATION
Partnership with Oak Lodge Library to determine uses for the Concord Property.



PURPOSE AND JUSTIFICATION
NCPRD purchased the vacant Concord Elementary School property in the Oak Grove/Jennings Lodge areas in early 2018. The acquisition of the Concord Property is a high priority because of its potential uses as a park, community center and library. There is a high level of community interest in preservation of the building. NCPRD and the Oak Lodge Library will engage the community in a joint planning process to complete a master plan for the property to determine a roadmap of how to redevelop the property.

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.

FY 19-20 PROJECT COSTS	
Planning	\$ 145,550
Design	-
Construction	\$ 80,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 225,550

Fiscal Year	Disposition Proceeds	Grants	Total
19-20	\$ 225,550	\$ -	\$ 225,550
Total	\$ 225,550	\$ -	\$ 225,550

Note: Disposition Proceeds are from the sale of Hood View Park. A community center at this location is included in the draft 2018 SDC CIP.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
FY 19-20
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	Jennings Lodge Elementary School Improvements
Project Address:	18521 SE River Road Jennings Lodge
SDC Funding Resource:	Zone 2
Map Location:	N/A
Project Manager:	Kathryn Krygier
NCPRD Project No.:	
Scheduled Completion:	2020

PURPOSE AND JUSTIFICATION
This project, in partnership with the Oregon City School District (OCSD), will seek to improve underutilized open space in the Jennings Lodge area. The additional parkland will be used by OCSD during regular school hours and for other school-related activities as needed. During non-school hours, the open space will be used as a neighborhood park for the surrounding community.

DESCRIPTION AND LOCATION
Partner with the Oregon City School District to cooperatively develop a neighborhood park and associated park amenities.


IMPACT ON OPERATING BUDGET
No impact at this time.

NON-FINANCIAL IMPACT
Project will provide a master plan which will provide a guide for NCPRD and OCSD to implement a neighborhood park.

FY 19-20 PROJECT COSTS	
Planning	\$ 100,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 100,000

Fiscal Year	SDCs Zone 2	General Fund	Total
19-20	\$ 24,700	\$ 75,300	\$ 100,000
Total	\$ 24,700	\$ 75,300	\$ 100,000

Note: A new neighborhood park in Jennings Lodge is in the draft 2018 SDC CIP. Not currently SDC eligible. Neighborhood Parks in Zone 2 are 24.74% SDC eligible in the adopted 2007 SDC CIP.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
FY 19-20
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY

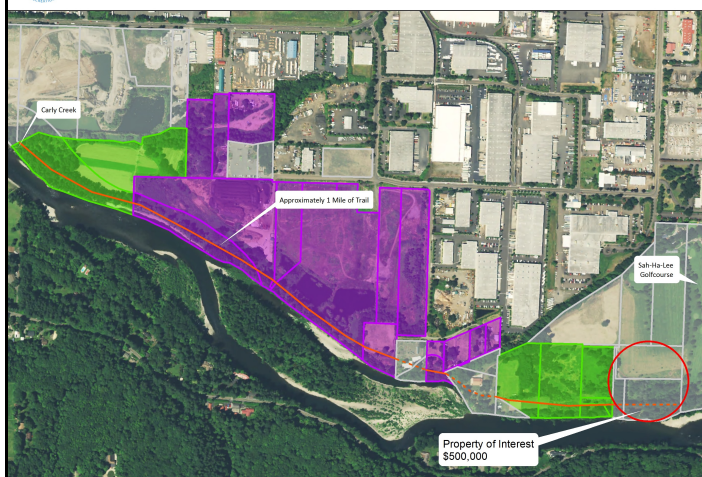
Project Title: North Clackamas River Trail
 Project Address: Clackamas (unincorporated)
 Along Clackamas River
 SDC Funding Resource: Zone 3 UGMA
 Map Location: L/NR-20
 Acreage: 4.7 linear miles
 Project Manager: Tonia Williamson
 NCPRD Project No.: 82175
 Scheduled Completion: 2019

DESCRIPTION AND LOCATION

Planning toward a 4.7-mile proposed regional trail along the northern bank of the Clackamas River.



Clackamas River Trail: Proposed and Conceptual Trail



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 owners of publicly owned properties along the river, including Water Environment Services, 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. This work will result in a feasibility analysis and concept plan that addresses needed acquisition, development and management recommendations for the North Clackamas River Trail.

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.

FY 19-20 PROJECT COSTS

Planning	\$ 50,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 50,000

Fiscal Year	SDCs Zone 3 UGMA	Grant	Total
19-20	\$ 23,995	\$ 26,005	\$ 50,000
Total	\$ 23,995	\$ 26,005	\$ 50,000

Note: Clackamas River Trail is in the draft 2018 SDC CIP. Not currently SDC eligible.

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
FY 19-20
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY

Project Title: Robert Kronberg Phase 2
 Project Address: 11910 SE McLoughlin Blvd.
 Milwaukie
 SDC Funding Resource: Zone 1
 Map Location: N/A
 Acreage: 4.5
 Project Manager: Tonia Williamson
 NCPRD Project No.: 82020
 Scheduled Completion: 2019

DESCRIPTION AND LOCATION

Partnership with the City of Milwaukie to complete design and construction of phase 2 of the park.



PURPOSE AND JUSTIFICATION

This project, in partnership with the City of Milwaukie, will help complete implementation of the master plan of the Robert Kronberg Nature Park, approved by the City and NCPRD in 2015. The nature park is a 4.5-acre site located adjacent to Kellogg Lake and McLoughlin Boulevard, just south of downtown Milwaukie. TriMet completed a pedestrian bridge spanning the lake and connecting the site to downtown in 2015. The park master plan includes a multi-use pathway, maintenance access, soft-surface pathways, experiential nodes, as well as habitat preservation and restoration.

IMPACT ON OPERATING BUDGET

Estimated annual maintenance cost after completion of phase one elements: \$6,000 per year; 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.

FY 19-20 PROJECT COSTS

Planning	-
Design	\$ 5,000
Construction	\$ 25,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
Total	\$ 30,000

Fiscal Year	SDCs Zone 1	Other	Total
19-20	\$ 30,000	\$ -	\$ 30,000
Total	\$ 30,000	\$ -	\$ 30,000

Note: Project is 71.61% SDC eligible based on 2007 SDC CIP Methodology.

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT
FY 19-20
CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY

Project Title: Boardman Wetland Natural Area
Project Address: 17900 SE Addie St.
Jennings Lodge
SDC Funding Resource Zone 2
Map Location: N-11
Acreage: 5.7 acres
Project Manager: Tonia Williamson
NCPRD Project No.: 82345
Scheduled Completion: 2019

DESCRIPTION AND LOCATION

Partnership with Oak Lodge Water Services District (OLWSD) to complete design and construction of the Natural Area between SE Boardman Avenue and SE Jennings Avenue.



PURPOSE AND JUSTIFICATION

The Boardman Wetland Natural Area was acquired by the Oak Lodge Water Services District (OLWSD) to complete an underground sewer project. NCPRD joined as a partner on the project, which includes wetlands, boardwalks, nature play area, educational area and new parking area. NCPRD applied for an Oregon Parks and Recreation Department grant to fund the development of the nature play area. Once the OLWSD sewer project is complete, the District will own and manage this entire site.

IMPACT ON OPERATING BUDGET

Estimated annual maintenance cost after completion is approximately \$7,500 for the nature play area. The District will develop an IGA with OLWSD that will detail 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.

FY 19-20 PROJECT COSTS

Planning	\$	35,000
Design		-
Construction	\$	460,000
Park Improvements		-
Building Improvements		-
Land		-
Land Improvements		-
Building		-
Total	\$	495,000

Fiscal Year	SDCs Zone 2	Grant	Total
19-20	\$ 100,000	\$ 395,000	\$ 495,000
Total	\$ 100,000	\$ 395,000	\$ 495,000

Note: Project is 38.66% SDC eligible for acquisition; 24.74% SDC eligible for development. (2007 SDC CIP Methodology).

NORTH CLACKAMAS PARKS & RECREATION DISTRICT
FY 19-20
CAPITAL IMPROVEMENT PROJECT FORM

PROGRAM SUMMARY	
Project Title:	New Neighborhood Park
Project Address:	TBD
SDC Funding Resource:	Zone 3
Map Location:	HV-1
Project Manager:	Kathryn Krygier
NCPRD Project No.:	
Scheduled Completion:	2020 (Acquisition only)

DESCRIPTION AND LOCATION
Begin planning for acquisition, design, and/or development for a neighborhood park in the Happy Valley planning area.



PURPOSE AND JUSTIFICATION
The 2007 NCPRD SDC Methodology Capital Improvement Plan identifies acquisition of land and development of a new neighborhood park in the Happy Valley planning area. NCPRD has accumulated SDCs within Zone 3 that could be used to acquire and/or develop additional parkland. This project would include planning and possible acquisition of land for one neighborhood park.

IMPACT ON OPERATING BUDGET
No impact until land is acquired.

NON-FINANCIAL IMPACT
Project provides for planning and acquisition of a neighborhood park in a part of the District which is growing rapidly.

FY 19-20 PROJECT COSTS	
Planning	-
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	\$2,000,000
Land Improvements	-
Building	-
Total	\$2,000,000

Fiscal Year	SDCs Zone 3 Happy Valley	Other	Total
19-20	\$ 2,000,000	\$ -	\$2,000,000
Total	\$ 2,000,000	\$ -	\$2,000,000

Note: Neighborhood Parks in Zone 3 are 100% SDC eligible in the adopted 2007 SDC CIP.

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT
FY 19-20
CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	New Neighborhood Park
Project Address:	TBD
SDC Funding Resource:	Zone 3
Map Location:	HV-2
Project Manager:	Kathryn Krygier
NCPRD Project No.:	
Scheduled Completion:	2020 (Acquisition only)

DESCRIPTION AND LOCATION
Begin planning for acquisition, design, and/or development for a neighborhood park in the Happy Valley planning area.



PURPOSE AND JUSTIFICATION
The 2007 NCPRD SDC Methodology Capital Improvement Plan identifies acquisition of land and development of a new neighborhood park in the Happy Valley planning area. NCPRD has accumulated SDCs within Zone 3 that could be used to acquire and/or develop additional parkland. This project would include planning and possible acquisition of land for one neighborhood park.

IMPACT ON OPERATING BUDGET
No impact until land is acquired.

NON-FINANCIAL IMPACT
Project provides for planning and acquisition of a neighborhood park in a part of the District which is growing rapidly.

FY 19-20 PROJECT COSTS	
Planning	-
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	\$2,000,000
Land Improvements	-
Building	-
Total	\$2,000,000

Fiscal Year	SDCs Zone 3 Happy Valley	Other	Total
19-20	\$ 2,000,000	\$ -	\$2,000,000
Total	\$ 2,000,000	\$ -	\$2,000,000

Note: Neighborhood Parks in Zone 3 are 100% SDC eligible in the adopted 2007 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 19-20 Objectives:

To implement Capital Repair and Replacement projects at the Aquatic Park; including interior painting, replacement of all original lockers, renovation of the parking lot and entry drive asphalt, repair and re-color all three waterslides, and replace the fire alarm panel.

To locate, design and eventually develop a District-owned Maintenance Facility.

Budget Summary	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Materials and Services	\$ 96	\$ 270	\$ 50,000	\$ 250,000	\$ 25,000	\$ 25,000
Capital Outlay	197,738	422,710	4,549,155	4,120,240	4,345,240	4,345,240
Special Payments	-	-	5,000	5,000	5,000	5,000
Interfund Transfer	135,000	-	5,000	750,000	750,000	750,000
Contingency	-	-	-	-	-	-
Total Budget	<u>\$ 332,834</u>	<u>\$ 422,980</u>	<u>\$ 4,609,155</u>	<u>\$ 5,125,240</u>	<u>\$ 5,125,240</u>	<u>\$ 5,125,240</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 481-5440

Capital Asset Repair and Replacement Fund Resources

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 481-5440							
302001	Beginning Fund Balance	\$ 2,720,531	\$ 3,618,905	\$ 4,089,155	\$ 4,155,240	\$ 4,155,240	\$ 4,155,240
333001	Local & Other Gov Grants	-	-	25,000	25,000	25,000	25,000
360001	Misc. Revenue	-	35,088	-	-	-	-
361000	Interest Earned	31,208	62,477	45,000	45,000	45,000	45,000
390113	I/F Transfer From Fund 113	1,200,000	900,000	450,000	900,000	900,000	900,000
Total Resources		\$ 3,951,739	\$ 4,616,470	\$ 4,609,155	\$ 5,125,240	\$ 5,125,240	\$ 5,125,240

Capital Asset Repair and Replacement Fund Requirements

Object Code	Item	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20	Approved FY 19-20	Adopted FY 19-20
Cost Center 481-5440							
425100	Small Tools & Minor Equip.	\$ 96	\$ 270	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
431000	Professional Services	-	-	25,000	225,000	225,000	225,000
465002	Payments to Local Gov'ts	-	-	5,000	5,000	5,000	5,000
470382	I/F Transfer To Fund 382	-	-	5,000	750,000	750,000	750,000
470480	I/F Transfer To Fund 480	135,000	-	-	-	-	-
481200	Construction	-	-	4,230,905	3,143,940	3,143,940	3,143,940
482300	Building Improvements	33,862	202,872	29,750	951,300	951,300	951,300
485150	Land Improvements	84,346	107,116	40,000	25,000	25,000	25,000
485300	Equipment	15,490	-	178,500	-	-	-
485320	Computer Software	-	30,000	30,000	-	-	-
485400	Operating Equipment	10,215	-	40,000	-	-	-
485505	Vehicles	53,825	82,722	-	-	-	-
Total Requirements		\$ 332,834	\$ 422,980	\$ 4,609,155	\$ 5,125,240	\$ 5,125,240	\$ 5,125,240
Total Resources		\$ 3,951,739	\$ 4,616,470	\$ 4,609,155	\$ 5,125,240	\$ 5,125,240	\$ 5,125,240

**Capital Asset Repair and Replacement Fund
481-5440**

**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
Total Budget Request for Activity	\$	25,000

Capital Outlay

Administration:

District Office Renovations	\$	500,000
Professional services to develop a site plan and design for Clackamas Property		225,000

Parks Maintenance/Natural Resources:

Multiuse trail section of trail to be repaired and rehabilitated in partnership with Water Environment Services (WES)* - Oak Bluff/Costco/I-205 Trail		25,000
Delineation and enhancement of boundary - Orchard Summit Property		8,500
14 Playgrounds- Safety Engineered Fiber Fall Protection		37,000
Trail connection repair - North Clackamas Park westside		9,500

Aquatic Park:

Repaving and restripe of parking lot		210,000
Locker Replacement		100,000
Interior painting		7,000
Interior painting - natatorium		32,000
Waterslide repair and recolor		59,300
Fire Alarm panel replacement		35,000

Milwaukie Center:

Front Automated Entry System		8,000
Total Budget Request for Activity	\$	1,256,300

Grand Total of Requests for Activity	\$	1,281,300
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Undesignated Fixed Asset/Capital Replacements	\$	3,088,940
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Payments to Other Governments		5,000
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Interfund Transfer		750,000
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Grand Total Appropriated for Activity	\$	5,125,240
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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
2018/2019	(4,018)	Milwaukie Center awning
2018/2019	(13,318)	Milwaukie Center kitchen upgrade*
	\$ -	

*Total project cost was \$25,574, but only \$13,318 was remaining in the Milwaukie Center Reserve. The remaining amount was covered by Fund 481.



Appendix A
North Clackamas Parks and Recreation District
Summary of Staffing by Program
FY 19-20

Fund	Actual	Actual	Budget	Proposed	Approved	Adopted
Program	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 19-20	FY 19-20
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 *	8.12	8.88	9.15	9.15	9.15	9.15
Temporary & Part-Time **	3.62	5.00	3.62	3.62	3.62	3.62
Recreation						
Full-Time *	2.28	2.96	2.26	2.29	2.29	2.29
Temporary & Part-Time **	1.58	1.75	1.88	1.89	1.89	1.89
Sports						
Full-Time *	4.03	4.05	4.16	4.16	4.16	4.16
Temporary & Part-Time **	10.56	10.54	10.93	11.02	11.02	11.02
Milwaukie Center						
Full-Time *	4.57	3.90	3.92	3.92	3.92	3.92
Temporary & Part-Time **	2.32	2.84	2.45	2.71	2.71	2.71
Aquatic Park						
Full-Time *	5.57	5.63	5.82	5.88	5.88	5.88
Temporary & Part-Time **	19.30	22.30	20.92	20.92	20.92	20.92
Marketing & Community Relations						
Full-Time *	1.31	1.44	1.25	1.25	1.25	1.25
Temporary & Part-Time **	1.13	0.68	0.70	0.85	0.85	0.85
Planning						
Full-Time *	1.84	2.20	1.30	2.90	2.90	2.90
Temporary & Part-Time **	0.61	0.50	0.55	0.55	0.55	0.55
Natural Resources						
Full-Time *	2.31	3.20	2.30	2.30	2.30	2.30
Temporary & Part-Time **	1.50	0.50	0.53	1.40	1.40	1.40
Total General Fund	70.65	76.37	71.74	74.81	74.81	74.81
Nutrition and Transportation Fund						
Nutrition						
Full-Time *	3.45	3.12	3.20	3.20	3.20	3.20
Temporary & Part-Time **	1.27	1.25	1.24	1.32	1.32	1.32
Transportation						
Full-Time *	0.34	0.32	0.34	0.34	0.34	0.34
Temporary & Part-Time **	1.56	1.71	1.65	1.65	1.65	1.65
Total Nutrition and Transportation Fund	6.62	6.40	6.43	6.51	6.51	6.51
Total Full-Time *	33.82	35.70	33.70	35.39	35.39	35.39
Total Temporary & Part-Time **	43.45	47.07	44.47	45.93	45.93	45.93
TOTAL NCPRD STAFFING	77.27	82.77	78.17	81.32	81.32	81.32

The increase of 1.69 FTE for FY 19-20 is for 2 PT, limited term planning positions in Planning. Other changes are due to adjustments in allocations between lines of business.

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

**Temporary & part-time data tracking started with FY 14-15

Appendix B
North Clackamas Parks and Recreation District
Personnel Services Summary
FY 19-20

Position Description	FTE	Salary	Fringe Benefits	Total	Maintenance		Recreation		Sports		Milwaukie Center	
					%	Amount	%	Amount	%	Amount	%	Amount
Accountant 1	1	\$ 59,106	\$ 49,980	\$ 109,086	23%	\$ 25,090	6%	\$ 6,545	15%	\$ 16,363	8%	\$ 8,727
Accountant 2	1	63,824	33,512	97,336	23%	22,387	6%	5,840	15%	14,600	8%	7,787
Administrative Analyst Senior	1	80,952	59,388	140,340								
Administrative Assistant	1	54,276	23,638	77,914			15%	11,687			85%	66,227
Administrative Assistant	1	54,432	37,216	91,648	23%	21,079	6%	5,499	15%	13,747	8%	7,332
Administrative Services Manager	1	103,238	59,396	162,634	23%	37,406	6%	9,758	15%	24,395	8%	13,011
Aquatic & Recreation Supervisor	1	87,276	67,782	155,058								
Aquatic & Recreation Supervisor	1	87,696	54,888	142,584					100%	142,584		
Aquatic Exercise Instructor	0.5	18,984	25,164	44,148								
Aquatic Park Shift Coordinator	1	35,232	23,352	58,584			30%	17,575				
Building Maintenance Sp. Sr.	1	67,032	53,872	120,904	100%	120,904						
Cafeteria Cook, Senior	0.88	35,796	45,738	81,534								
Human Services Assistant	0.8	44,496	37,296	81,792							50%	40,896
Human Services Coordinator 1	1	63,002	54,948	117,950							57%	67,232
Human Services Coordinator 1	0.88	50,436	50,586	101,022								
Human Services Coordinator 2	1	73,776	39,408	113,184							100%	113,184
Human Services Supervisor	1	91,494	67,134	158,628							50%	79,314
Marketing Program Specialist	1	89,016	52,938	141,954								
No Clack Parks Rec Director	1	149,268	87,278	236,546	23%	54,406	6%	14,193	15%	35,482	8%	18,924
No Clack Parks Rec Manager	1	104,874	65,700	170,574	100%	170,574						
No Clack Parks Rec Manager	1	111,384	78,126	189,510			24%	45,482	21%	39,797	10%	18,951
No Clack Parks Rec Manager	1	111,384	62,568	173,952								
Office Supervisor	1	71,609	40,475	112,084			30%	33,625	20%	22,417	10%	11,208
Park & Rec Program Coordinator	1	60,633	28,319	88,952					100%	88,952		
Park & Rec Program Coordinator	1	55,284	48,636	103,920					100%	103,920		
Park & Rec Program Coordinator	1	63,912	56,680	120,592			100%	120,592				
Park & Rec Program Coordinator	1	57,064	31,118	88,182								
Park & Rec Program Coordinator	1	56,736	31,002	87,738								
Park Maintenance Coordinator	1	67,032	53,997	121,029	100%	121,029						
Park Maintenance Specialist	1	55,632	41,940	97,572	100%	97,572						
Park Maintenance Specialist	1	55,632	52,878	108,510	100%	108,510						
Park Maintenance Specialist	1	55,632	42,500	98,132	100%	98,132						
Park Maintenance Specialist	1	55,632	30,698	86,330	100%	86,330						
Park Maintenance Specialist	1	55,632	52,814	108,446	100%	108,446						
Project Manager D (Lt Term)	0.8	93,858	67,568	161,426								
Project Manager D (Lt Term)	0.8	108,312	71,526	179,838								
Service Maintenance Worker	0.73	25,188	19,698	44,886								
Total Regular Employees	35.39	\$ 2,574,762	\$ 1,799,757	\$ 4,374,519		\$ 1,071,865		\$ 270,797		\$ 502,257		\$ 452,792
Temp and Part-time Personnel	45.93	1,436,307	414,544	1,850,851		124,420		77,188		412,327		130,213
Other Fringe Benefits			192,799	192,799		43,326		11,348		20,121		27,275
(including Vacation buyout, Health adjustments, Workers-comp, and Unemployment)												
Total Personnel Services	81.32			\$ 6,418,170		\$ 1,239,611		\$ 359,333		\$ 934,705		\$ 610,281

Appendix B
North Clackamas Parks and Recreation District
Personnel Services Summary
FY 19-20

Position Description	Aquatic Park		Marketing		Planning		Natural Resources		Nutrition		Transportation	
	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount
Accountant 1	23%	\$ 25,090	5%	\$ 5,454	6%	\$ 6,545	6%	\$ 6,545	6%	\$ 6,545	2%	\$ 2,182
Accountant 2	23%	22,387	5%	4,867	6%	5,840	6%	5,840	6%	5,840	2%	1,947
Administrative Analyst 2							100%	140,340				
Administrative Assistant												
Administrative Assistant	23%	21,079	5%	4,582	6%	5,499	6%	5,499	6%	5,499	2%	1,833
Administrative Services Manager	23%	37,406	5%	8,132	6%	9,758	6%	9,758	6%	9,758	2%	3,253
Aquatic & Recreation Supervisor	100%	155,058										
Aquatic & Recreation Supervisor												
Aquatic Exercise Instructor	100%	44,148										
Aquatic Park Shift Coordinator	70%	41,009										
Building Maintenance Sp. Sr.												
Cafeteria Cook, Senior									100%	81,534		
Human Services Assistant									38%	31,081	12%	9,815
Human Services Coordinator 1									43%	50,719		
Human Services Coordinator 1									100%	101,022		
Human Services Coordinator 2												
Human Services Supervisor									38%	60,279	12%	19,035
Marketing Program Specialist			100%	141,954								
No Clack Parks Rec Director	23%	54,406	5%	11,827	6%	14,193	6%	14,193	6%	14,193	2%	4,731
No Clack Parks Rec Manager												
No Clack Parks Rec Manager	40%	75,804							3%	5,685	2%	3,790
No Clack Parks Rec Manager					100%	173,952						
Office Supervisor	40%	44,834										
Park & Rec Program Coordinator												
Park & Rec Program Coordinator												
Park & Rec Program Coordinator												
Park & Rec Program Coordinator							100%	88,182				
Park & Rec Program Coordinator	100%	87,738										
Park Maintenance Coordinator												
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Specialist												
Park Maintenance Specialist												
Project Manager D (Lt Term)					100%	161,426						
Project Manager D (Lt Term)					100%	179,838						
Service Maintenance Worker	100%	44,886										
Total Regular Employees		\$ 653,844		\$ 176,817		\$ 557,051		\$ 270,357		\$ 372,154		\$ 46,586
Temp and Part-time Personnel		812,917		57,371		21,588		57,018		70,576		87,236
Other Fringe Benefits		39,169		2,384		8,474		24,336		12,938		3,428
(including Vacation buyout, Health adjustments, Workers-comp, and Unemployment)												
Total Personnel Services		\$ 1,505,929		\$ 236,572		\$ 587,114		\$ 351,711		\$ 455,668		\$ 137,250



Appendix C
Clackamas County
North Clackamas Parks and Recreation District
FY 19-20 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 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>\$ 2,590,000</u>	<u>\$ 372,025</u>	<u>\$ 2,962,025</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.



Appendix D

GLOSSARY

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

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

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

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

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

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

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

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

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

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

BALLOT MEASURE 50. In May 1997 voters replaced Ballot Measure 47 with Ballot Measure

50. The measure fundamentally changed the structure of property taxes in Oregon, moving from the tax base system to a permanent tax rate. Measure 50 has the same financial impact as Measure 47, with the benefit of simplified implementation.

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

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

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

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

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

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

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

CAPITAL IMPROVEMENT PROGRAM (CIP). A plan for capital expenditures to be incurred each year for a fixed period of several years, setting

forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method for financing those expenditures.

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

CAPITAL PROJECTS FUND. Used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets.

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 are 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 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 and Recreation District (NCPRD) will be held on June 27th, 2019 at 10:00 am at 2051 Kaen Rd, Oregon City, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2019 as approved by the North Clackamas Parks and 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 Rd, Oregon City, Oregon, between the hours of 8 a.m. and 5 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 2017-2018	Adopted Budget This Year 2018-2019	Approved Budget Next Year 2019-2020
Beginning Fund Balance/Net Working Capital	25,982,636	32,214,997	35,712,353
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	4,715,255	2,896,027	4,396,320
Federal, State and all Other Grants, Gifts, Allocations and Donations	656,257	1,743,261	1,162,610
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	3,168,409	3,270,065	7,525,412
All Other Resources Except Current Year Property Taxes	14,678,443	853,169	518,819
Current Year Property Taxes Estimated to be Received	7,044,218	6,151,555	7,592,932
Total Resources	56,245,218	47,129,074	56,908,446

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	0	0	0
Materials and Services	8,280,043	9,899,534	10,641,586
Capital Outlay	1,585,471	8,486,002	10,364,109
Debt Service	5,828,827	2,165,576	2,924,702
Interfund Transfers	3,168,409	3,270,065	7,525,412
Contingencies	0	2,988,580	4,313,640
Special Payments	135,838	10,000	7,000
Unappropriated Ending Balance and Reserved for Future Expenditure	37,246,630	20,309,317	21,131,997
Total Requirements	56,245,218	47,129,074	56,908,446

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	772,633	786,482	691,355
Parks Maintenance	1,481,728	1,825,873	1,964,156
Recreation	424,539	510,435	540,099
Sports	1,234,873	1,417,019	1,440,802
Milwaukie Center	694,916	748,155	784,253
Aquatic Park	1,866,349	2,325,060	2,278,426
Marketing & Communications	458,160	490,683	502,715
Planning	298,782	561,873	877,684
Natural Resources	343,606	419,005	502,437
Nutrition & Transportation Fund			
Nutrition	496,199	563,802	607,415
Transportation	168,062	187,751	179,100
System Development Charges Fund - Zone 1	26,573	566,496	1,926,207
System Development Charges Fund - Zone 2	7,275	1,541,999	1,616,451
System Development Charges Fund - Zone 3	5,612	10,213,718	8,683,183
Debt Service Fund - 2010 Issue	496,375	2,166,076	2,937,202
Debt Service Fund - 2008 Issue	5,333,187	0	0
Capital Projects Fund	1,162,491	11,936,847	15,160,669
Capital Asset Repair and Replacement Fund	422,980	4,599,155	4,370,240
Not Allocated to Organizational Unit or Program	40,550,877	6,268,645	11,846,052
Total Requirements	56,245,218	47,129,074	56,908,446
Total FTE	0	0	0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *	
The FY 19-20 NCPRD budget includes the assessment of property taxes and the collection of System Development Charges (SDCs) from the City of Happy Valley. Ten capital projects are planned for FY 19-20, resulting in an increase in budget from FY 18-19 to the Capital Projects Fund and Planning Division for projects and planning needs. FY 19-20 also includes an increase to Debt Service Fund - 2010 Issue to potentially pay off the outstanding debt expenditures. Personnel Service are contracted through Clackamas County, and expenses are budgeted in Materials & Services in the NCPRD budget. FTE is counted by Clackamas County.	

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2017-2018	Rate or Amount Imposed This Year 2018-2019	Rate or Amount Approved Next Year 2019-2020
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	\$2,590,000	\$0
Other Borrowings	\$0	\$0
Total	\$2,590,000	\$0

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

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

FORM LB-50
2019-2020

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 Beaver Creek Oregon City OR 97045
Mailing address of district City State ZIP code
Elizabeth Gomez Financial Operations Mgr 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		.5382
2. Local option operating tax 2		
3. Local option capital project tax 3		
4. City of Portland Levy for pension and disability obligations 4		
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001 5a		
5b. Levy for bonded indebtedness from bonds approved by voters after October 6, 2001 5b		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b) 5c		

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000 6	.5382
7. Election date when your new district received voter approval for your permanent rate limit 7	
8. Estimated permanent rate limit for newly merged/consolidated district 8	

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

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

PART IV: SPECIAL ASSESSMENTS, FEES, AND CHARGES*

Description	ORS Authority**	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 ORS authority for putting these assessments on the roll 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 27, 2019

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

Members of the Board:

Approval of Resolution 2019-____ Providing for Adoption of a North Clackamas Parks and Recreation District Budget for Fiscal Year 2019-2020, Making Appropriations and Imposing and Categorizing Taxes for the Period of July 1, 2019 through June 30, 2020

Purpose/Outcome	Approval of a resolution to adopt 2019-2020 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 \$56,908,446 for FY 2019-2020.
Funding Source	Property taxes, System Development Charges, fees, grants, donations, etc.
Duration	July 1, 2019 through June 30, 2020
Previous Board Action/Review	June 3, 2019 - NCPRD Budget Committee approved the FY 2019-2020 budget as presented.
Strategic Plan Alignment	Build public trust through good government
Contact Person	Elizabeth Gomez, <i>Financial Operations Manager</i> , 503-742-4352 Scott Archer, <i>Director</i> , 503-742-4421

BACKGROUND:

The attached resolution and exhibit adopt the budget as published and approved by the NCPRD Budget Committee, and in accordance with the state budget law, makes appropriations and imposes and categorizes taxes for the fiscal year 2019-2020.

This resolution will establish a budget for North Clackamas Parks and Recreation District in the amount of **\$56,908,446**.

RECOMMENDATION:

Staff respectfully recommends the Board approve Resolution 2019-____ and Exhibit A for adoption of the FY19-20 budget.

ATTACHMENT:

Resolution 2019-____ in the matter of adopting a 2019/2020 Fiscal Year budget, making appropriations and imposing and categorizing taxes for the period of July 1, 2019 through June 30, 2020.

Respectfully submitted,

Scott Archer, Director

**BEFORE THE BOARD OF
NORTH CLACKAMAS PARKS AND RECREATION DISTRICT
OF CLACKAMAS COUNTY, STATE OF OREGON**

A Resolution Of The Board Of County Commissioners Acting As The Governing Body Of The North Clackamas Parks And Recreation District In The Matter Of Adopting A 2019/2020 Fiscal Year Budget, Making Appropriations And Imposing And Categorizing Taxes For The Period Of July 1, 2019 Through June 30, 2020

Board Order No. 2019-67
Page 1 of 2

Whereas, the proposed expenditures and resources constituting the budget for the North Clackamas Parks and Recreation District, Clackamas County, Oregon ("District"), for the period of July 1, 2019 through June 30, 2020, inclusive, has been prepared, published and approved by the Budget Committee, and that the matters discussed at the public hearing were taken into consideration, as provided by statute, and;

Whereas, in accordance with ORS 294.438 the notice of this public hearing and a financial summary was published in the Clackamas Review on June 19, 2019, and;

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

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

1. The budget is hereby adopted for the fiscal year 2019-2020 in the amount of **\$56,908,446** and establishes appropriations as shown in the attached Exhibit A, which by this reference is made a part of this resolution.
2. The following ad valorem property taxes are hereby imposed for tax year 2019-2020 upon the assessed value of all taxable property within the District and categorized for purposes of Article XI Section 11b of the Oregon Constitution and as subject to General Government Limitation:

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

DATED this 27th day of June, 2019

**BOARD OF COUNTY COMMISSIONERS
Acting as the Board of
North Clackamas Parks and Recreation District**


Chair


Recording Secretary

**North Clackamas Parks and Recreation District
Fiscal Year 2019-2020
Exhibit A**

General Fund

Administration	\$ 691,355
Parks Maintenance	1,964,156
Recreation	540,099
Sports	1,440,802
Milwaukie Center	784,253
Aquatic Park	2,278,426
Marketing & Communications	502,715
Planning	877,684
Natural Resources	502,437
Non-departmental	
Special Payments	1,000
Transfers to Other Funds	1,692,334
Contingency	4,209,461
	<u>\$ 15,484,722</u>

Nutrition & Transportation Fund

Nutrition	\$ 607,415
Transportation	179,100
Non-departmental	
Special Payments	1,000
Contingency	104,179
	<u>\$ 891,694</u>

System Development Charges Fund - Zone 1

Materials and Services	\$ 1,744
Capital Outlay	1,924,463
Non-departmental	
Transfers to Other Funds	707,306
	<u>\$ 2,633,513</u>

System Development Charges Fund - Zone 2

Materials and Services	\$ 6,500
Capital Outlay	1,609,951
Non-departmental	
Transfers to Other Funds	250,979
	<u>\$ 1,867,430</u>

System Development Charges Fund - Zone 3

Materials and Services	\$ 2,400
Capital Outlay	8,680,783
Non-departmental	
Transfers to Other Funds	4,124,793
	<u>\$ 12,807,976</u>

Debt Service Fund - Series 2010

Materials and Services	\$ 12,500
Debt Service	2,924,702
	<u>\$ 2,937,202</u>

Capital Projects Fund

Capital Outlay	\$ 15,160,669
	<u>\$ 15,160,669</u>

Capital Asset Repair and Replacement

Materials and Services	\$ 25,000
Capital Outlay	4,345,240
Non-departmental	
Special Payments	5,000
Transfers to Other Funds	750,000
	<u>\$ 5,125,240</u>

Grand Total	<u>\$ 56,908,446</u>
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Total Appropriated	\$ 56,908,446
Total Unappropriated	-
	<u>\$ 56,908,446</u>

