



DISTRICT ADVISORY COMMITTEE

MEETING AGENDA

Date: February 09, 2022

Time: 5:30-7:30 p.m.

Location: Zoom (virtually):

<https://clackamascounty.zoom.us/j/81351000835?pwd=QUFWbk9zQVF2UHIFNTZSQXdKMWI0dz09>

Or by telephone +1 346 248 7799 or +1 408 638 0968 (Webinar ID: 813 5100 0835 Passcode: 609417)

I. Call to Order

II. Action Items

- a. Approval of DAC Meeting Summary from January 12, 2022
- b. Approval of Special DAC Meeting Summary from January 20, 2022

III. Discussion Agenda

- a. Concord Project Discussion
- b. FY 22-23 Budget Planning Update
- c. Grant Submittal for MBP (Metro Bond Trails Funding)
- d. MBP Cost and Funding Update
- e. Draft Parking Lot
- f. Draft Annual Report

IV. Public Comment*

(The Chair of the District Advisory Committee (DAC) will call for statements from citizens regarding issues relating to NCPRD. It is the intention that this portion of the agenda shall be limited to items that need to be discussed by the DAC to conduct their NCPRD business. Comments shall be respectful and courteous to all)

V. DAC Member Reports

VI. District Monthly Report

VII. Future Dates

- a. March Agenda Submission Deadline: Wednesday February 16, 2022 at 5:00 p.m.
- b. Next Agenda Setting Meeting: Tuesday February 22, 2022
- c. Next DAC Meeting: Wednesday March 9, 2022
 - Planned agenda topics:
 - Boardman Property Naming Process
 - Draft Proposed Budget FY 22-23
 - 2nd Quarter Report FY 21-22

VIII. Adjournment

**If you would like to provide a public comment during the meeting, please raise your hand when the chair opens up the public comment portion of the meeting. If you would like to submit a written statement during the meeting, you can put it in the Zoom chat, but it may not be read during the meeting.*



Meeting Summary
North Clackamas Parks and Recreation District
District Advisory Committee

Wednesday, January 12, 2022
5:30 – 7:30 p.m.
Location: Virtually (via Zoom)

DAC Members Present: Anatta Blackmarr, Ben Johnson, David Gilman, Debrah Bokowski, Desi Nicodemus, Grover Bornefeld, Jan Albrecht, Joel Bergman, Maureen Thom, Ryan Stee

DAC Members Absent: None

Staff and Officials Present: Paul Savas (Clackamas County Commissioner), Michael Bork (NCPRD Director), Heather Koch, Elizabeth Gomez, Jessica May, Melina DeFrancesco (NCPRD)

A video of this meeting is available on the NCPRD website at

<https://ncprd.com/public-meetings/meeting-minutes>

Call to Order

DAC meeting was called to order by Chair Bornefeld at 5:30 p.m. A quorum was present.

Action Items

- Approval of DAC Meeting Summary
 - The summary from the special DAC meeting held on December 6, 2021 was approved with edits presented by Anatta and Ryan.
 - The summary from the DAC meeting held on December 8, 2021 was approved without edits.

Public Comment *(For general comments not related to a specific agenda item)*

- None

Discussion Agenda

- Fund Balance Review
 - Michael Bork gave a presentation on the general fund balance review, which included fund balance definition, NCPRD revenues and expenditures, and NCPRD general fund balance review.
- Discussion on MBP Funding Agreement
 - Michael Bork gave a presentation on the funding construction IGA between NCPRD and the City of Milwaukie for Milwaukie Bay Park.
 - Status of Construction IGA: City approved November 2, 2021. It was shared with the DAC in November 2021. It is currently pending approval by the NCPRD Board of Directors.
 - DAC Questions/Comments/Feedback:

- **Anatta Blackmarr:** I am supporting full funding for Milwaukie Bay Park, but a number of people, including myself, would like us to know that the celebration is set against a backdrop of disappointment that many district residents feel about other projects that may not make it to the finish line, or didn't make it yet to the starting line. Milwaukie Bay Park is a big step in the right direction, but the work isn't done until all areas of the district have sufficient, outstanding and imaginatively designed parks. When funding and design commitments have been made to the public, and then there commitments become uncertain, reducing the scope of the project should only be a last resource.
- **Grover Bornefeld:** Is the \$58,000 in the June 2022 budget where it has already been approved? How did it get determined that 2/3 of the total metro money would go to a project that is in the most well served section of our parks district, as opposed to looking at the ones that are at risk?
- **Ryan Stee:** I do think it's something we need to support. I do have a lot of question about funding. What it comes down to is we haven't done the planning as a district to get our ducks in a row to break down disparities. I fully support getting Milwaukie Bay Park project going and done. As a group we need to really be focused on the things we need do to make a difference in the long run. Those two main things are funding and good planning. I love that we are going to be seeing the budget in a more realistic term. I am looking forward to us really pushing as a group system planning.
- **Desi Nicodemus:** The City of Milwaukie is fully behind support Milwaukie Bay Park. The longer this gets pushed back, isn't this going to cost us more money? As we keep talking about this, the price tag keeps increasing. The sooner we get this done, the less money it will cost us.
- **Ben Johnson:** I appreciate Anatta's comment that she is fully in support of the funding mechanisms for this project, but also recognizing some of the issues that we have across the district. Even though this park is in Milwaukie, this park is special to everyone in our district and even those not in the district. This is a tremendous asset to our entire district.
- **Joel Bergman:** Is this something that needs an action on it? I thought this was another opportunity to ask questions, and it sounds like staff would distill our comments to provide to the BCC. I just want to get some clarification on what is being expected of the DAC at this point. .
- **Gary Schmidt:** The BCC is seeking input and recommendations from the DAC on the Milwaukie Bay Park funding agreement. They are not seeking a motion or any action from you other than your input, your advice. They would welcome your input tonight if you have it. There is no formal action you need to take for this. One of the BCC high priorities is build public trust through good government. Staff we failed you (community) because we promised to build MBP, and Concord, and Library. We are going to make the commitments on all three. We will accomplish all three for the community.
- **Grover Bornefeld:** This is a 46 million dollar project. This is being put on a definite hold. We've been promised before. Half the parks are in Milwaukie, and the other half of the parks are shared by the unincorporated. .

- **Ryan Stee:** This isn't us versus them. We're all one district. I think we need to be thoughtful about how we talk about our district as a group. Milwaukie is actually building other parks as well with their own funding mechanisms. That will put pressure on our entire maintenance system. We need to be thinking about all of these additional things in the future and planning for that.
 - **Paul Savas:** Funding for the library is not associated or the responsibility of NCPRD. Some misunderstanding of the financial condition of the district perhaps contributed to the slowdown of the NCPRD concord project. As we recalibrate and resort all of this out, what Mike displayed here today is the financial status that I thought we were in a year ago. I'm glad we cleared that up, that is good news.
 - **Debrah Bokowski:** just wanted to say I am totally supportive of the MBP project. It has been in development for a very long time. It's a great project. It's just unfortunate that we are dealing with delays and funding issues for other projects that I think are of equal importance. I just want to express my total support for it. It doesn't sound like the BCC is asking us to do anything. The BCC needs to move forward with this.
 - **Maureen Thom:** I think everything everybody has said is wonderful. I feel like we are in this little impoverished zone here. I am very interested where everything is going tonight.
 - **Gary Schmidt:** I'll tell you what I'm hearing from observing your meeting, it seems that there's almost unanimous support from Milwaukie Bay Park without a doubt and demonstrate that the Concord project is going to go forward as planned. As long as the staff can prove that to you all, go forward
 - **Desi Nicodemus:** From what I am hearing from Gary is we don't need us to vote on anything, you just need to hear from us that we support it. Can we open it up to public comment? There are a lot of people waiting to make public comment on this.
- Public Comment (only for the *MBP Funding Agreement* agenda item):
 - **Gary Klein** (Milwaukie/Clackamas resident): My family has lived in the Milwaukie/Clackamas area since the late 40s. MBP is now going into phase 3. Phase 1 was done in 2012. Phase 1 was helped with funds from Metro and Milwaukie. Phase 2 was done with the boat launch and that was done with money from Milwaukie and other funding from the Oregon State Parks and Oregon Marine Board.
 - **Angel Falconer** (City Counselor in Milwaukie): Grateful to follow Gary. He is being modest. The City and Gary and his family have spent millions since the 90s on this park. Sometime that timeline on this park sort of gets lost and maybe that's a victim of the phasing of construction and how this is progressed over many years. Thank you Gary and Sharon Klein for the donation of the significant land that is included in Milwaukie Bay Park. We are really grateful to the parks district staff who led a really impressive engagement process with the residents across the region.
 - **Mark Gamba** (Mayor of City of Milwaukie): Milwaukie Bay Park has been a priority of the City since before NCPRD was formed. For decades we have been investing city funds to consolidate the properties that now make up

the park. To date, we have invested over 4.5 million dollars. The one thing I would like to point out is that we believe that based on the current construction planning in the city that about 2.1 millions in parks SDC should come in over the next year. Every year that this project is delayed the cost increases 10-15%.

- **Rory Dunnaback** (President of the Downtown Milwaukie Business Association): The park has a lot of functions. The park is an investment. It's really a gateway to Clackamas County.
- **James:** Asked to yield his time to Lisa Batey.
- **Lisa Gunion-Rinker** (President of the Milwaukie Parks Foundation): I wanted to thank the DAC for all the work that you do. I wanted to correct your slide a little bit, Milwaukie Parks Foundation has raised \$50,000 for Milwaukie Bay Park. We have two more planned capital events coming up this spring. I would really appreciate your support on this project.
- **Matthew Rinker** (Chair of the Ardenwald/Johnson Creek Neighborhood District Association): I would love support to finish this phase 3. We're right on the north park of Milwaukie and the Southern part of Portland. MBP is really a regional hub for so many of our residents.
- **Lisa Lashbrook** (Board member for Parks Foundation): I've spent many years working with NCPRD. I served for 8 years on the parks and recreation board for the City of Milwaukie. I served as a member of the Steering Advisory Committee that selected the design team for MBP. It's time to get MBP built. Years of hard work, by a lot of people have gone towards the completion of this park.
- **Jay Panagos:** I had a question for Gary Schmidt. What aggressive efforts are being made to overcome shortcomings in funds and what will it take to fulfil the commitment that was made originally? It's important for citizens to know why a commitment has not been fulfilled.
- **Kathy Hyzy** (Council President for the City of Milwaukie): I appreciate the opportunity to hear you all and hear you work together. I wanted to reflect back things I heard from each of you that I felt really resonated. Follow through is key for a great parks district. Show what the district can do with making projects really happen. This is a well-baked project, and that is why it moved forward. Really good planning is key. I want to see MBP fully funded and move forward as fast as possible. I support Concord School as a project. Who goes first, doesn't matter.
- **Ted Labbe** (Executive Director of the Urban Greenspaces Institute): I am here tonight to show my unwavering support for funding for the MBP project. We do have unfunded needs for parks in other parts of the NCPRD, that's really important to acknowledge. This park has regional significance. It enables people to get down to the river. When the next heat dome hits, having a park like this that people can get to, that is ADA accessible, is really important for the community.
- **Lisa Batey** (City of Milwaukie Counselor/Board member of the Milwaukie Parks Foundation): I appreciate everything I've heard tonight from the DAC. I appreciate all the community members who came out to speak and support. I participated in some of the Concord school planning, I am very excited about the Concord School. I thought from the beginning it was a

heavy lift and I hope that we can help the County figure out how to fund it, but I don't think we should see them as in competition. They're very different projects. I would hate for this one to go by the wayside anymore. I like to think of MBP as the community's living room. Costs are going up every day. Let's get it going before the costs go up anymore.

- **Carolyn Tomei** (Milwaukie Resident): I've been hearing a lot of pleasant people who are speaking in support of MBP. I want to talk about the history of MBP. There used to be a log dump on the river and log trucks taking the wood away. There was a car dealership, a tavern, several old buildings, and people could not see the river if they drove along McLoughlin.
- **Chips Janger**: Previous chair of the board of the Clackamas library. I want to talk about how important Milwaukie Bay is. I am so happy to hear every member of the DAC supporting this. There is no reason to put this off any longer. This is not in competition with the Concord project. This stands on its own.
- Boardman Property Naming Update
 - A recap of the outreach and name submissions were included in the agenda packet.
 - **ACTION ITEM:** Desi Nicodemus made a motion to have staff ask for consultation from the tribes in the naming process. Joel Bergman seconded the motion.
 - Vote: 9 – Yes, 1 – Opposed.
 - Public Comment (only for the *Boardman Property Naming Update* agenda item):
 - **Karen Bjorklund**: I was looking at your 2006 naming policy and I want to suggest that you should not be treating this park naming any different than you treat any others in the future so you might want to go back and check your park naming policy and perhaps put into there an automatic step that you check with the confederated tribe of grand ronde which is who would be responsible for the tribes who are in our area in the future so you have an automatic process that you always do that for a new park.
- Update on DAC Vacancy and Terms
 - Michael Bork provided an update on the DAC vacancy and terms. NCPRD consulted with legal counsel. Legal counsel said since this is a resignation and not filling a new term or a reappointing of it, the DAC should follow the way the bylaws are stated, which means there is either a nominating committee in that particular subarea or as specified in the bylaws, there is an alternative committee.
 - There is one vacancy, due to resignation and two other positions that will expire June 30, 2022.
 - Desi Nicodemus: I would like to see a real push with equity, getting more folks of color in this group because as I look at it right now I'm the only one and that's not truly representative of the entire district.
 - Ryan Stee: I agree with Desi, and other marginalized community members like the LGBTQ community and making sure that we're really thinking about our other marginalized community members as well.
 - DAC will work with PGA and NCPRD staff to generate interest as to when we are going to have those meetings. They need to happen and be complete by the end of the fiscal year.
- Updates (CIP, SDCs)

- Heather provided a brief update. NCPRD is engaged with FCS and will be working with them in February to review as a staff and then bring it back to the DAC for some feedback in March.

Public Comment

- Lindsay Freedman (resident of subarea 3):
 - Here to say the Justice Property is so sad without more accessible for people to enjoy its beauty. It is 30 years overdue. Getting a small park with a really simple design and making sure this gets done in the near future is so important to the community over here. Fully in support of all of the bigger projects.
- Jan Carothers:
 - 3 million from the Metro funds would go to the MBP. Would the funding gap for MBP come out of the remaining 1.5 million of the remaining metro funds?
- Thelma Haggemiller:
 - I wanted to let you know the Friends of the Trolley Trail have a safety striping project. We are selling t-shirts for \$20 each. All money that come in are matching grants.

DAC Member Reports

- Joel Bergman:
 - Our CCAB board to the Milwaukie Community Center just approve a new member. I believe we still have one vacancy.

District Monthly Reports

Michael Bork provided the division reports.

- The District Monthly reports were included in the agenda packet.

Future Dates

- February Agenda Submission Deadline: Wednesday January 19, 2022 at 5:00 p.m.
- Next Agenda Setting Meeting: Monday January 24, 2022
- Next DAC Meeting: Wednesday February 9, 2022
 - Planned agenda topics:
 - Budget Planning
 - Budget Committee Recruitment
 - Grant Submittal for MBP (Metro Bond Trails Funding)
 - MBP Cost and Funding Update
 - Metro Local Share - Discussion

Adjournment

The DAC meeting was adjourned by Chair Bornefeld at 8:01 p.m.

Next DAC Meeting:

February 9, 2021

5:30 p.m. – 7:30 p.m.

Location: Zoom (Virtually)



BUSINESS AND COMMUNITY SERVICES
Development Services Building
150 Beavercreek Road, Oregon City, OR 97045

Meeting Summary
Oak Lodge and Gladstone Community Project
Concord Property Task Force/DAC/Library Board Joint Informational Session

Thursday, January 20, 2021
5:30 – 7:30 pm
Zoom Meeting

UNAPPROVED

Concord Task Force Members Present: Chaunda Wild, Denis Hickey, Doug Jones, Gary Bokowski, Grover Bornefeld, Jan Lindstrom, Kim Parmon, Kristi Switzer, Mark Elliot, Michael Schmeer, Paul Boundy, Ron Campbell, Rose Ojeda
Concord Task Force Members Absent: Michael Newgard

NCPRD District Advisory Board Members Present: Anatta Blackmarr, Ben Johnson, David Gilman, Debrah Bokowski, Grover Bornefeld, Joel Bergman, Ryan Stee,
NCPRD District Advisory Board Members Absent: Desi Nicodemus, Maureen Thom

Library Advisory Board Members Present: Debrah Bokowski, Leslie Shirk, Natalie Smith
Library Advisory Board Members Absent: None

Staff and Officials Present: Paul Savas, Clackamas County Commissioner; Sarah Eckman, BCS Interim Director; Mitzi Olson, Gladstone and Oak Lodge Library Director; Jason Varga, Project Manager; Allison Brown, JLA; Cindy Becker, Project Coordinator; Michael Bork, NCPRD Director; Jessica May, NCPRD

Design Team Members Present: Liz Manser, Jim Kalvelage, Opsi Architecture

A video of this meeting is available on the Clackamas County website at

<https://www.clackamas.us/meetings/communityproject/oakgladproj>

The meeting began at 5:30pm.

Welcome and Review agenda

Allison Brown called the meeting to order at 5:30pm and provided an overview of the logistics of the virtual meeting.

Timeline Now-April

Cindy provided an overview of the meeting agenda, which included the purpose of the meeting.

Option 1 – Attached Library and Community Center (Master Plan/Schematic Design)

Jim Kalvelage gave a presentation on the schematic design for option 1.

Questions/Comments:

Q: Will there be elevators in the Concord building?

A: *There is one elevator now, which will remain, and a second one will be added.*

Q: Are there restrooms in the library?

A: *In Option 1, there is a restroom for children in the children's area and another one for anyone in the library; other restrooms are in shared space in the community center.*

Q: Are there any covered outdoor spaces for gathering?

A: *The pavilion in the park would provide a covered outdoor space for gathering as well as restrooms. It would be an "add-alternate," meaning that it would be designed and then, when the final project costs come in at the end of design, we would determine if we could afford to construct it.*

Q: With the grade changes, how does terracing work on the site and what kind of thought has gone into visibility, sighting and safety?

A: *Lots of attention has been given to grading, though it's not shown in the simplified diagram in this presentation. There are gradual slopes on the pathway around the park. We've worked to minimize the number of retaining walls, and make the site seamless and universally available to everyone.*

Q: Are ornamental and splash pad water features considered or just one water feature?

A: *There would be one water feature that would incorporate a splash pad in Option 1.*

Q: Currently this a great place to watch the sunset. Can that be folded into the plans?

A: *Yes, we can accommodate that.*

Q: How do you access the parking behind the library and what level is it at?

A: *The parking access is off of Spaulding, at the same grade as the site is now. There is quite a bit of elevation change to the school building. The back wall of the library is a retaining wall and the parking area is above the library.*

Q: In order to get to the new library from the entryway, the library has to be underground.

A: *Yes, you would look directly into the landscape on the south side of the library. In Option 3 with an elevated library, the library would be 30 inches to 3 feet tucked into the ground.*

Q: Does the retaining wall that is necessary as the back wall of the library add cost?

A: *Yes, but also savings because there doesn't have to be any exterior skin on that wall.*

Q: Is dampness going to be a problem in the underground portion of the building?

A: *No, things have come a long way in terms of protecting concrete walls.*

Q: So the original project is Option 1 and there's not enough funding for that option, right?

A: *Correct.*

Option 2 – Attached Library with Reduced Scope Community Center

Jim gave a presentation on option 2.

Questions/Comments:

Q: Would each function (library and community center) have different mechanical, electrical and plumbing (MEP) systems?

A: *The shared spaces as well as the library spaces in the existing building would have a shared MEP system with a way to sub-meter them. We're looking at a free-standing mechanical system*

for the library. Restrooms and some of the circulation will still be shared between the library and community center.

Option 3 – Freestanding Library and Reduced Community Center

Jim gave a presentation on option 3.

Questions/Comments:

Q: Why is the square footage of the library being reduced?

A: Building a new, free-standing library is more expensive than renovating space that already exists.

Q: Could the future gym site be used for more parking?

A: Potentially. Without the gym, there is less need for parking in that area, and eliminating that parking lot saves some site costs. It could be developed with a future gym addition.

Q: Does the square footage include the future gym?

A: No, but we gain square footage because there is no library or shared square footage.

Comparisons of Each Options

Jim provided a presentation to compare the three options.

Questions/Comments:

Q: Is there a teen space in the community center?

A: Yes, there is an as-yet-unspecified space dedicated to teens/youth activity. The features and amenities will be determined by input from teens.

Q: How much square footage is reserved for the playground?

A: In Options 1 and 2, the playgrounds are approximately 10,000 square feet; in Option 3, it is approximately 12,000 square feet.

Q: Is there library bookstore space in all these plans?

A: Yes.

Q: Does the expense for earthquake mitigation for the historic building change in any of these options? Attaching a building or not?

A: Option 1 includes a comprehensive seismic upgrade. Option 2 requires seismic upgrades where the new and old buildings are joined, and there would be additional, but less invasive seismic upgrades in other areas of the building. In Option 3, there would be seismic upgrades, but done in a more phased approach as areas are renovated.

Q: Have you projected the amount of money that NCPRD could earn from the proposed new gym and additional rooms vs. the reduced space?

A: The new gym has an estimated \$135,000 for new revenue. Without the new gym, there is an estimated \$175,000 in revenue that would be generated out of the facility through existing gym programs, classes, rentals, and special events. A combined annual revenue for the facility with a new gym is estimated at \$310,000 annually (\$175,000 + \$135,000).

Q: Can the options be miss matched [mixed and matched]?

A: While there are numerous variations that could be developed, the intent was to narrow down the options. That said, each element is not locked into each design, so some changes could be made if they were in line with funding and timeframes.

Q: If Options 2 and 3 don't design for future water features, will that eliminate any possibility of water features being added down the line?

A: Absolutely not. If we discover in our public engagement efforts that a water feature remains a priority, we will work towards that being designed into a future phase.

Q: I didn't see a significant amount of community and meeting space for the library in Options 2 and 3.

A: *The library in Option #3 has a large meeting room in the library; the meeting room for the library is in Concord in Options 2 and 3.*

Finances

Cindy Becker provided an overview of the financing for the three options.

General Discussion

Allison opened up the meeting to general discussion, questions or comments.

Q: What is the purpose of these remodeling plans?

A: *The plans were developed as alternatives to the Master Plan/Schematic Design to more closely align the design with available funds, especially related to the Community Center.*

Q: How can we be assured that the phasing you talk about for the community center in Options 2 and 3 would actually take place?

A: *Architecturally we can be sure it's set up for phased improvements. NCPRD's lease comes up with the county this July 1 and our offices are currently outside of the district. I'd like to start moving our offices into Concord almost immediately without waiting for the library to break ground. The phasing would include starting a community center as soon as we can – within a few months – and then engaging the community again to take a fresh look at the other spaces.*

Q: Have you compared the income from the gym and additional spaces to the loss of income if you don't build them?

A: *Generally, the revenue from use of the new gym will not completely offset the cost to build the gym. We estimate \$135,000 in annual revenue from new gym programs.*

Q: It sounds like you're phasing in a gym in the future, putting lipstick on the community center now and doing minimal seismic upgrades.

A: *NCPRD is already operating out of Concord. We would move our offices in, make minor improvements (flooring, paint, etc.) and then engage the community about what other improvements are needed.*

Q: We've been talking with the community about this for a couple of years.

A: *There have been lots of changes in two years, including Happy Valley leaving the District and COVID, so NCPRD is not in the same financial position it was in two years ago. NCPRD is doing okay operationally, but can't take on additional debt. 4*

Comment: These big projects are complicated and take time, so I'm not in a position to comment on the phasing. I hope the park design can be separated from the building because there was so much good park work. We need to respect the entry into the park and the connection between the park and buildings that are shown in Option 3.

Q: Referring to the idea that the old building was going to be completely gutted – I thought we were going to keep a lot of trim, etc., but I thought it was to address seismic needs.

A: *The approach in Options 2 and 3 is to address structural needs incrementally. The building is not insulated on the exterior walls – that's pretty invasive work. When we do a lobby area, remove a wall, etc., we'll do some seismic upgrades at the same time.*

Q: The school district closed this building because it's seismically unsound for ongoing use. Can it pass safety requirements for active recreational county use?

A: *Many older schools are taken over by parks and recreation departments and turned into community centers with only limited seismic upgrades. From the perspective of the building code,*

any seismic upgrade at this point is voluntary. Regardless, we will plan on making some seismic upgrades.

Q: The focus for years has been on fulfilling the offer made to all of Clackamas County for a library district with three new libraries – Hoodland, Happy Valley, and a solution for Gladstone/Oak Lodge. There's not a nickel here coming from the county for the library.

A: The Board of Commissioners made it clear that the county is committed to funding the library; they are waiting to see what the final financial need will be. Library and park/ community center funding are different – the library is funded through the county and Oak Lodge Library district funds; the community center/park are funded through NCPRD.

Q: Can the complex become net zero; include solar energy in addition to energy efficiency?

A: We include rooftop PV panels, but we do not have a net zero target at this point.

Q: I've read articles about cross-laminated timber. Do Options 2 or 3 retain CLT?

A: We did have CLT as the roof material in option one, but due to current market conditions and cost of wood, we moved to an all steel structure for the libraries in Options 2 and 3.

Comment: When the task force was put together 3.5 years ago, we were asked whether the library should be on this site. In my view, the library is the first priority. There was a reason for the square footage for the libraries, so it's difficult to accept we're going to reduce library square footage because we're short on funds. I challenge the BCC to pony up the money for the full square footage of the library regardless of which option is chosen. Phasing the community center makes a lot of sense.

Q: I agree with Mark about the library. Seems like it is all tangled into this other stuff. I can see the community being upset about getting a new library that's about the same size as the old one. Why is the square footage of the library decreased in Options 2 and 3?

A: All the Oak Lodge library options are significantly larger than the current library.

Q: Where will the gap money come from?

A: The County will cover gap money for the library, if we're looking at \$2-3 million.

Q: What is the current square footage of the Oak Grove Library?

A: The current Oak Lodge Library is 8,722 square feet, but there is wasted space in the current facility since the building was never designed to function as a library.

Q: Where's the formula for the square footage of libraries?

A: The formula -- 0.5 square feet/population -- is in the settlement agreement between Clackamas County and the City of Gladstone. In the agreement, the City of Gladstone population is 11,505 and the Oak Lodge population is 38,998 (including 8,995 people in the Gladstone unincorporated area, which the Oak Lodge Library is also meant to serve). The agreement also allows for the Oak Lodge Library square footage to be adjusted based on a feasibility study and community need.

Q: When we are tasked with choosing an option, we want to make sure that is the option that will happen. I agree that the Option 3 park area is best. If we choose Option 3, can we be sure that's what the park area is going to be? It gets back to credibility.

A: The task force recommendation will be brought forward to the Board and will reflect the recommended library, community center and park design.

Q: In 2019 Metro had a ballot measure asking for more money to buy new park lands, and voters said yes. The Stringfield family park was developed with Metro funds, and the Trolley Trail was supported by Metro funds from a prior ballot measure. Milwaukie Bay Park has a grant from the state. Where are Metro and the state now? Has any research been done on this for money for parks?

A: Yes, Metro has been consulted about the Concord project, but determined that the Concord project did not meet their requirements. We have explored other funding options, and are looking at land and water conservation funding. There's a lot of competition for funds and a lot of criteria that must be met in order to be considered.

Q: What does NCPRD pay for office space and is that cost being factored into this project?

A: The cost of our current rent to Clackamas County is being factored into the operational side of the plan, as well as other efficiencies related to having our administration, recreation and sports staff in one location.

Q: How will the final decision be made and by whom?

A: We will collect information from the Concord Task Force, NCPRD District Advisory Committee and Library Advisory Board, and give that and staff recommendations to the Board of Commissioners. The Board will make the final decision.

Q: Will these slides be shared with us?

A: They are at <https://dochub.clackamas.us/documents/drupal/7b2f4d6b-d94d-40c5-96c8-c20d0d720468>.

Q: Since the three groups will meet and get public input, can we meet again as a group before the BCC makes a decision in April?

A: We can certainly do that if the groups would like us to.

Next Steps

Cindy provided projected timeframes for each of the three options.

- Option 1 (33 months)
 - Design Duration = 9 months
 - Permit Approval = 6 months
 - Construction Duration = 18 months
- Option 2 & 3 (33 months)
 - Design Duration = 11 months
 - Permit Approval = 6 months
 - Construction Duration = 16 months
- Important: ARPA funds designation for this project by Rep. Power must be spent by 6/2024 or we will lose them.

Wrap-up and Adjournment

The meeting adjourned at 7:30 pm.

Next Meeting:

NCPRD DAC – February 9, 2022

Oak Lodge/Concord Task Force – February 16, 2022

Library Board – February 17, 2022



Oak Lodge Library/Concord Community Center

PRESENTATION TO TASK FORCE, NCPRD DAC AND LIBRARY BOARD

JANUARY 20, 2022

Agenda

- Welcome
- Introduction/Purpose of Meeting
- Presentation of Options
 - Option 1 – Attached Library and Community Center (Master Plan/Schematic Design)
 - Option 2 - Attached Library with Reduced Scope Community Center
 - Option 3 - Freestanding Library and Reduced Community Center
- Comparison of Options
- Financing
- General Discussion
- Next Steps
- Wrap Up and Adjourn

Purpose of Meeting

This meeting is a follow up from the BCC Policy Session in December, 2021. The Policy Session was held to discuss a significant decrease of available funding for the Community Center from the original estimates.

After meeting with members of the Task Force and NCPRD DAC, staff recommended – and the Board agreed – to delay the project and work with stakeholders to identify options that align community priorities, design and funding.

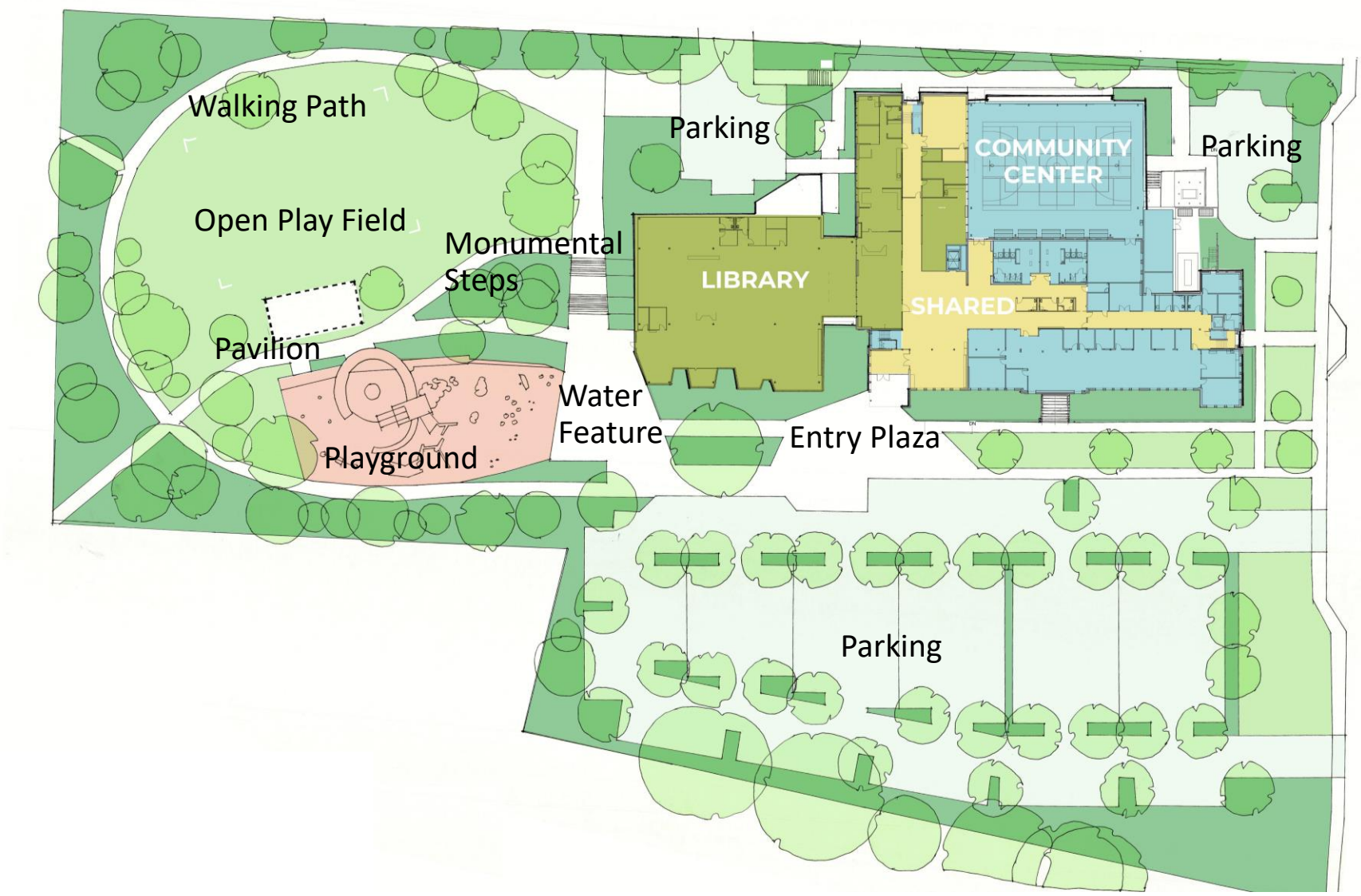
The purpose of this meeting is to provide individual and comparative information about three options:

- Attached Library and Community Center (Master Plan)
- Attached Library and Reduced Scope Community Center
- Free Standing Library and Reduced Scope Community Center

The intent is to have participants in all three groups – the Task Force, NCPRD DAC, and Library Board – hear the same information and get as many of your questions answered as possible. Follow up meetings for each group will be held in February to have more in-depth discussion about the options.

OPTION 1 – Attached Library and Community Center (Master Plan/Schematic Design)

Option 1 – Overall Site Development

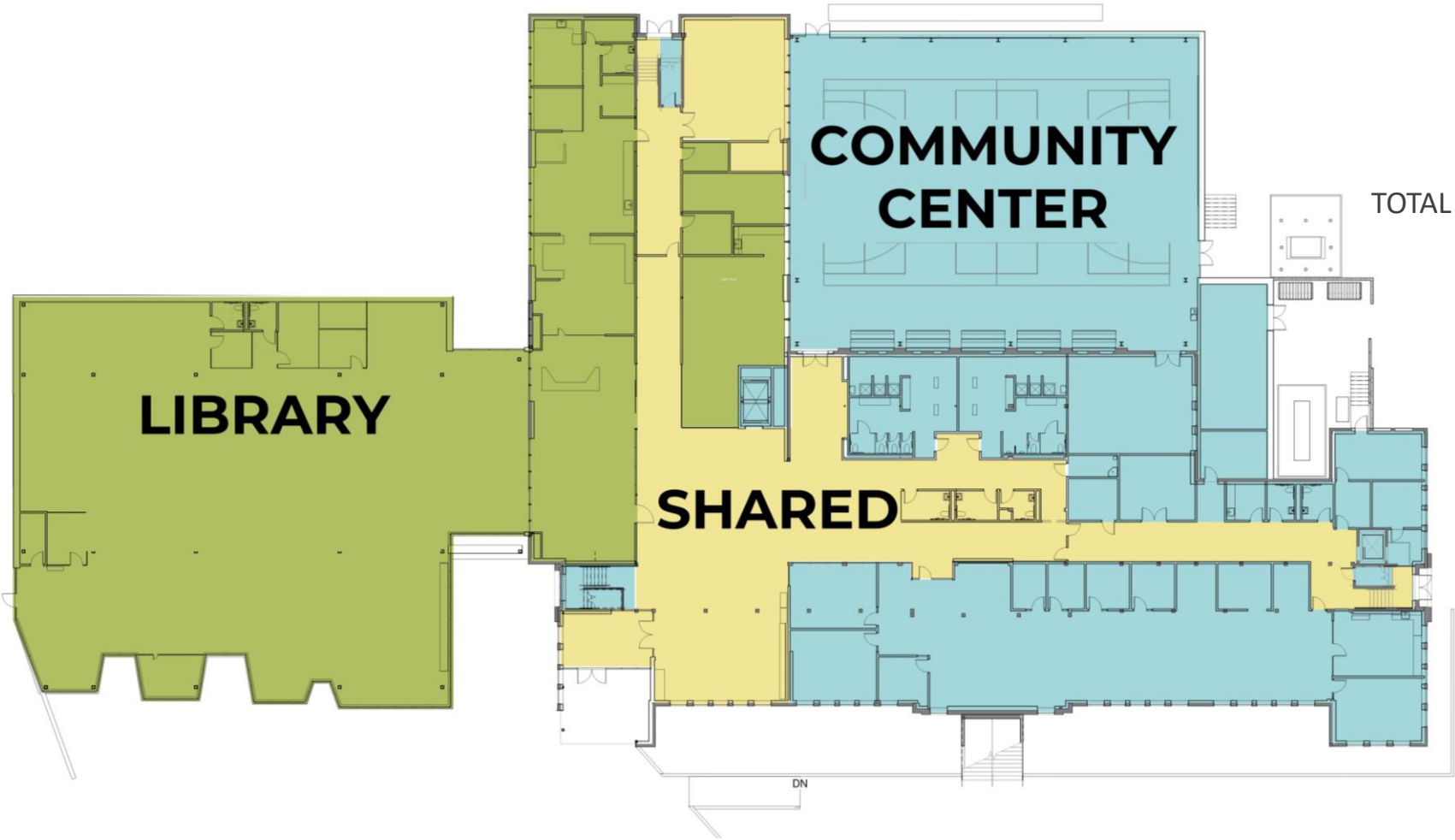


Option 1 – Attached Library and Community Center

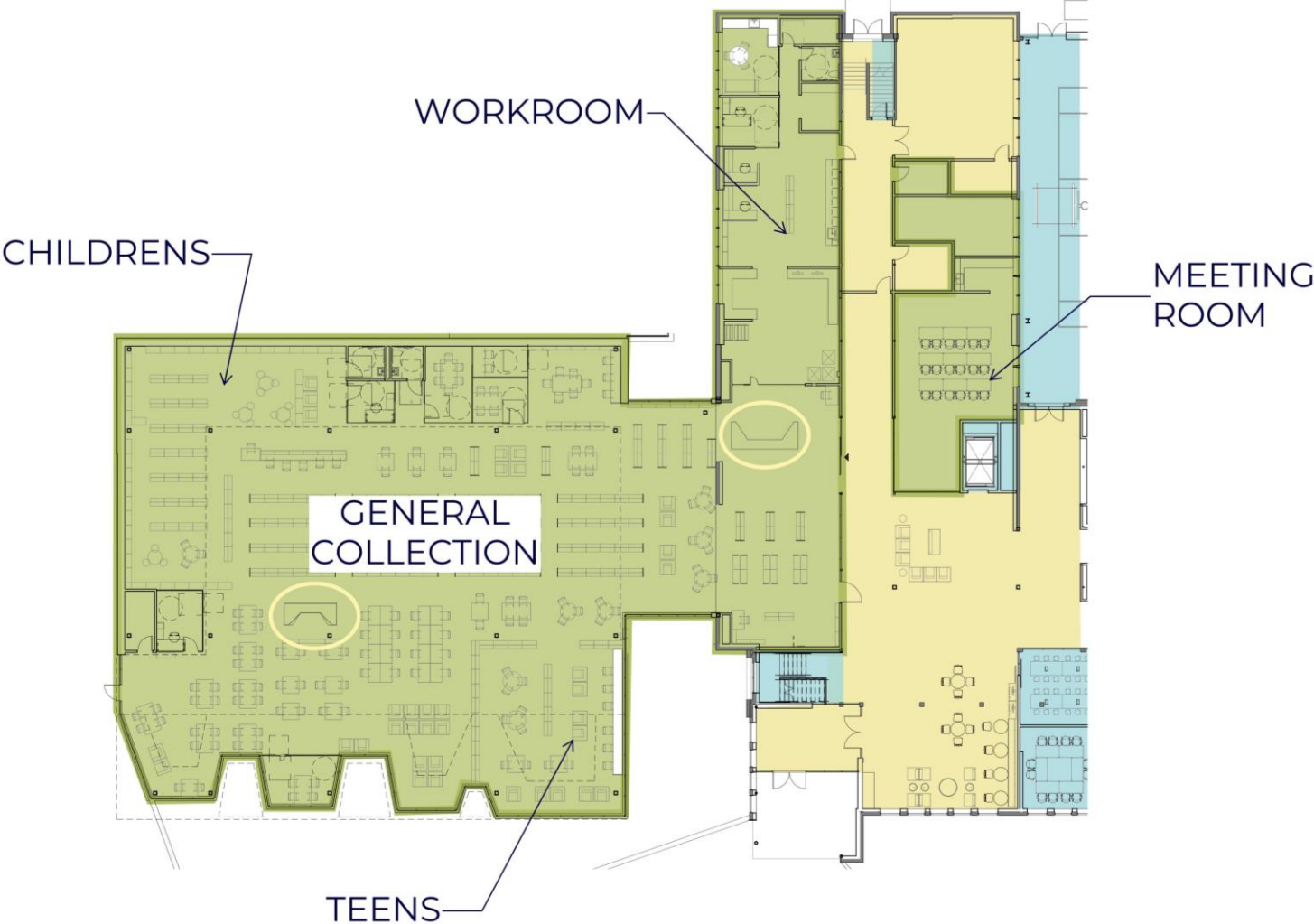
COMMUNITY CENTER	40,920 SF
LIBRARY	16,150 SF
SHARED (50/50)	7,600 SF

TOTAL LIBRARY AREA: 19,950 SF

TOTAL COMMUNITY CENTER AREA: 44,720 SF

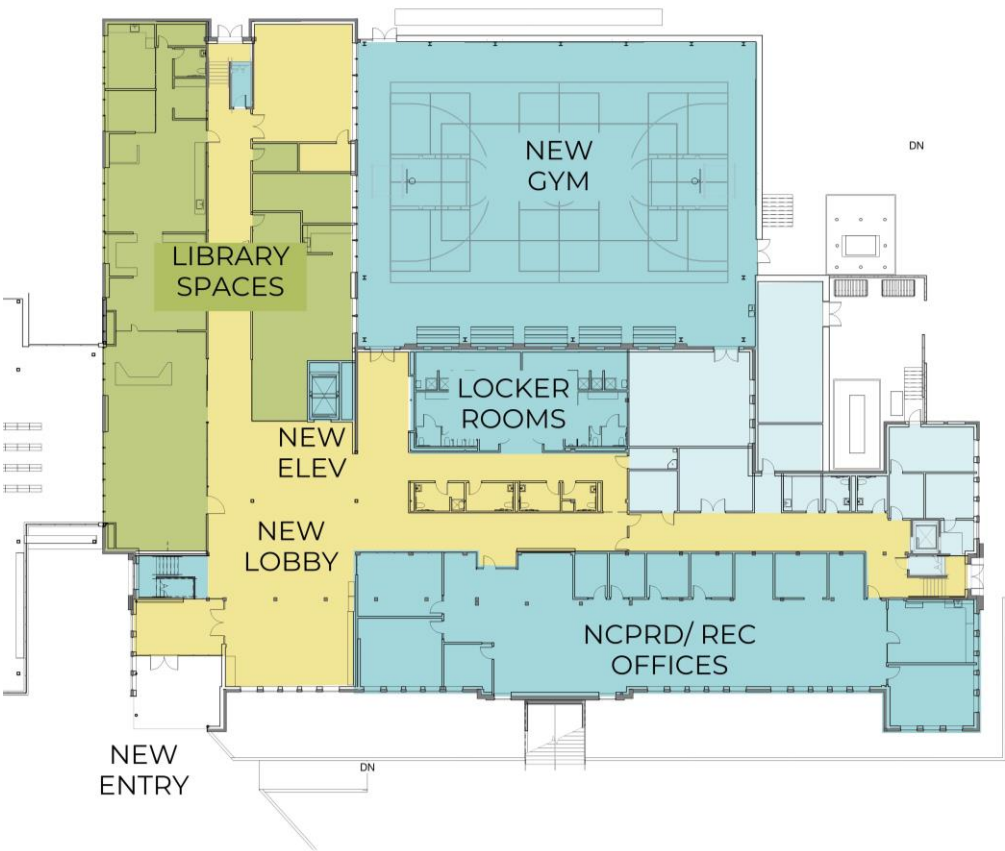


Option 1 – Library Space Program

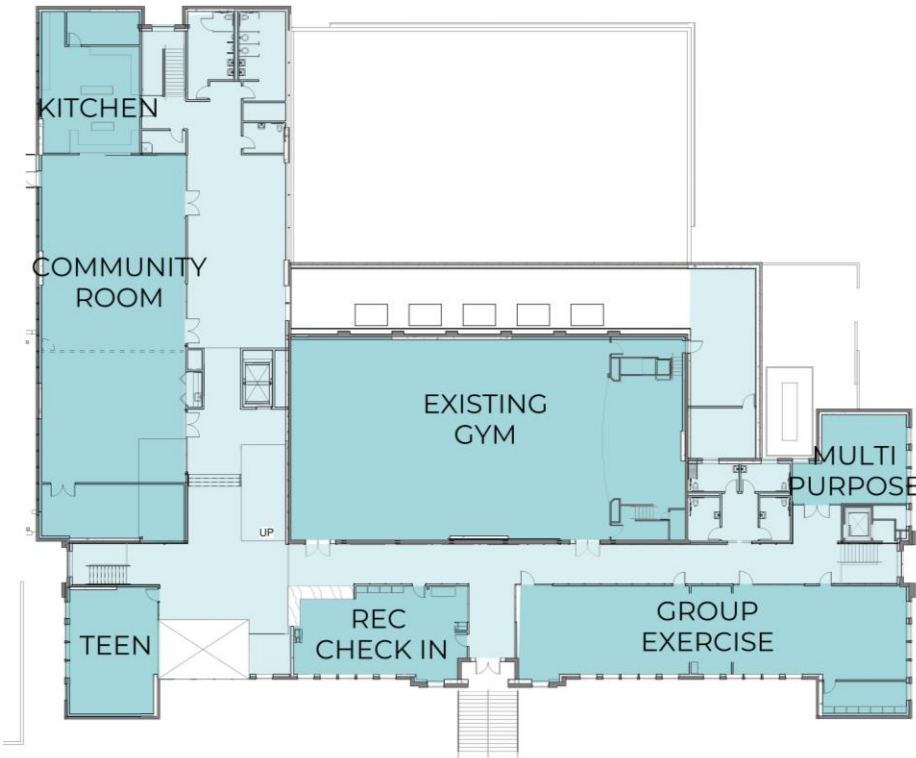


OPTION 1 – Community Center Program

- COMMUNITY CENTER
- LIBRARY
- SHARED (50/50)



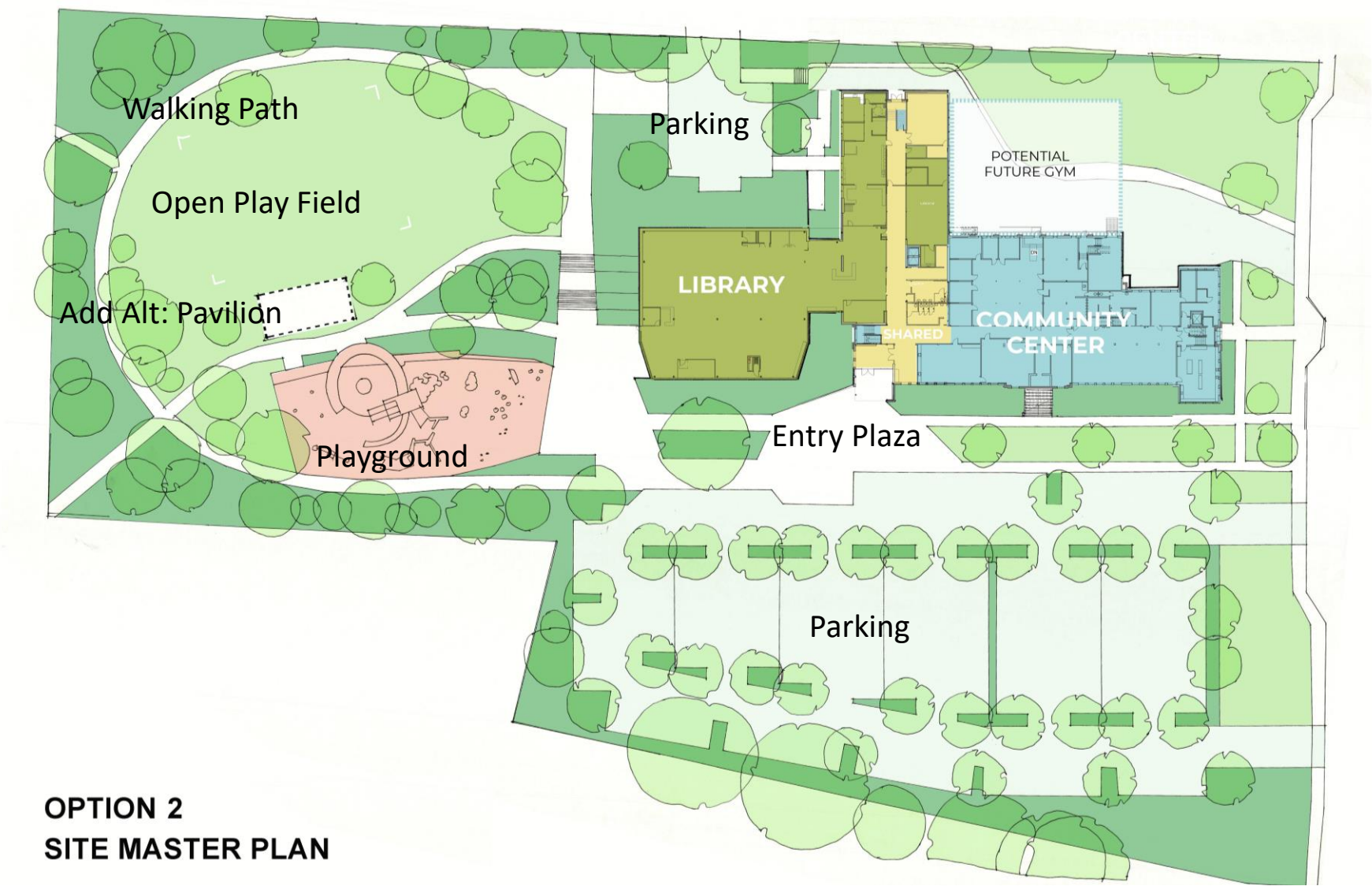
LEVEL 1



LEVEL 2

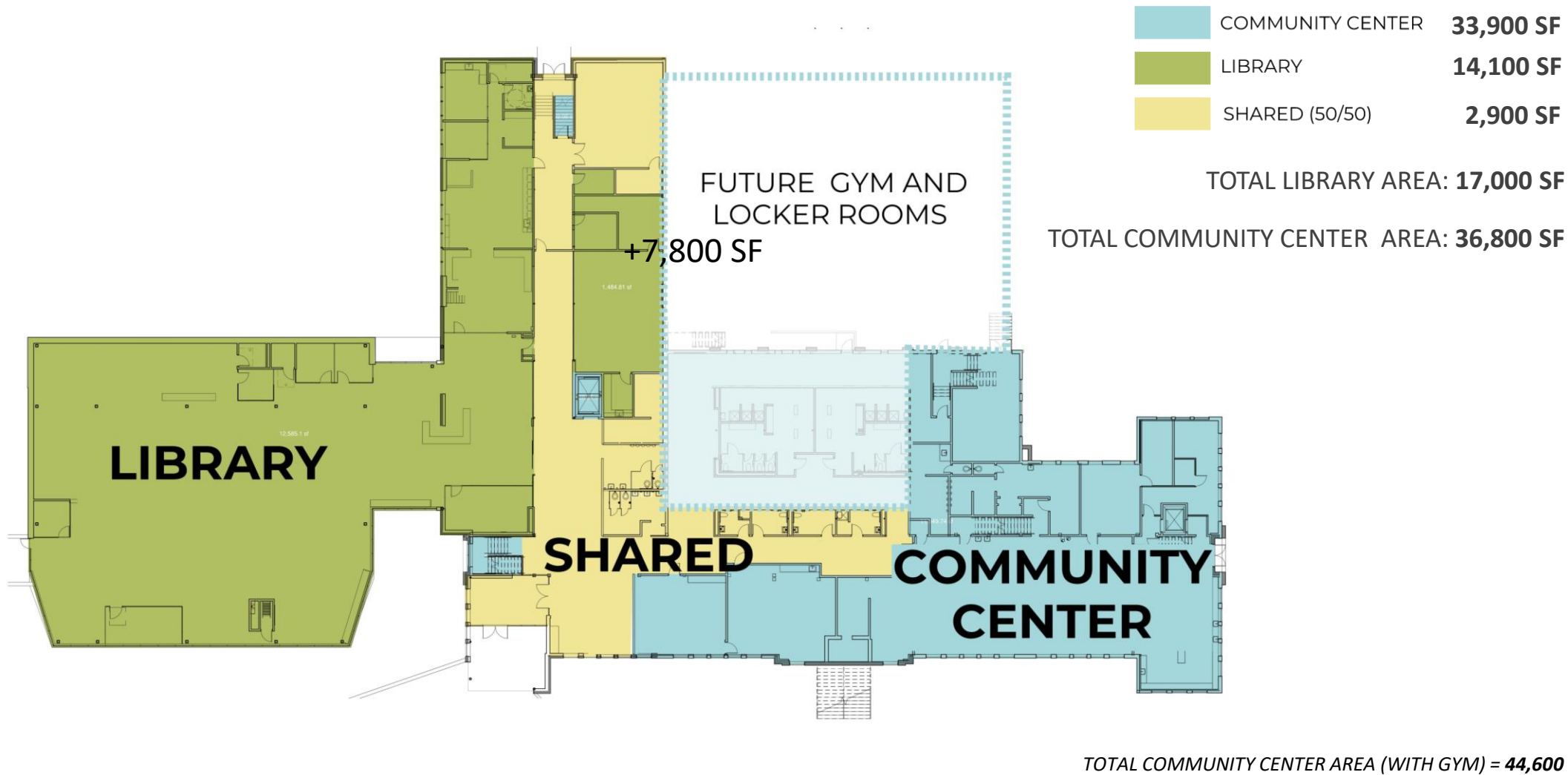
OPTION 2 – Attached Library with Reduced Scope Community Center

Option 2 – Overall Site Development

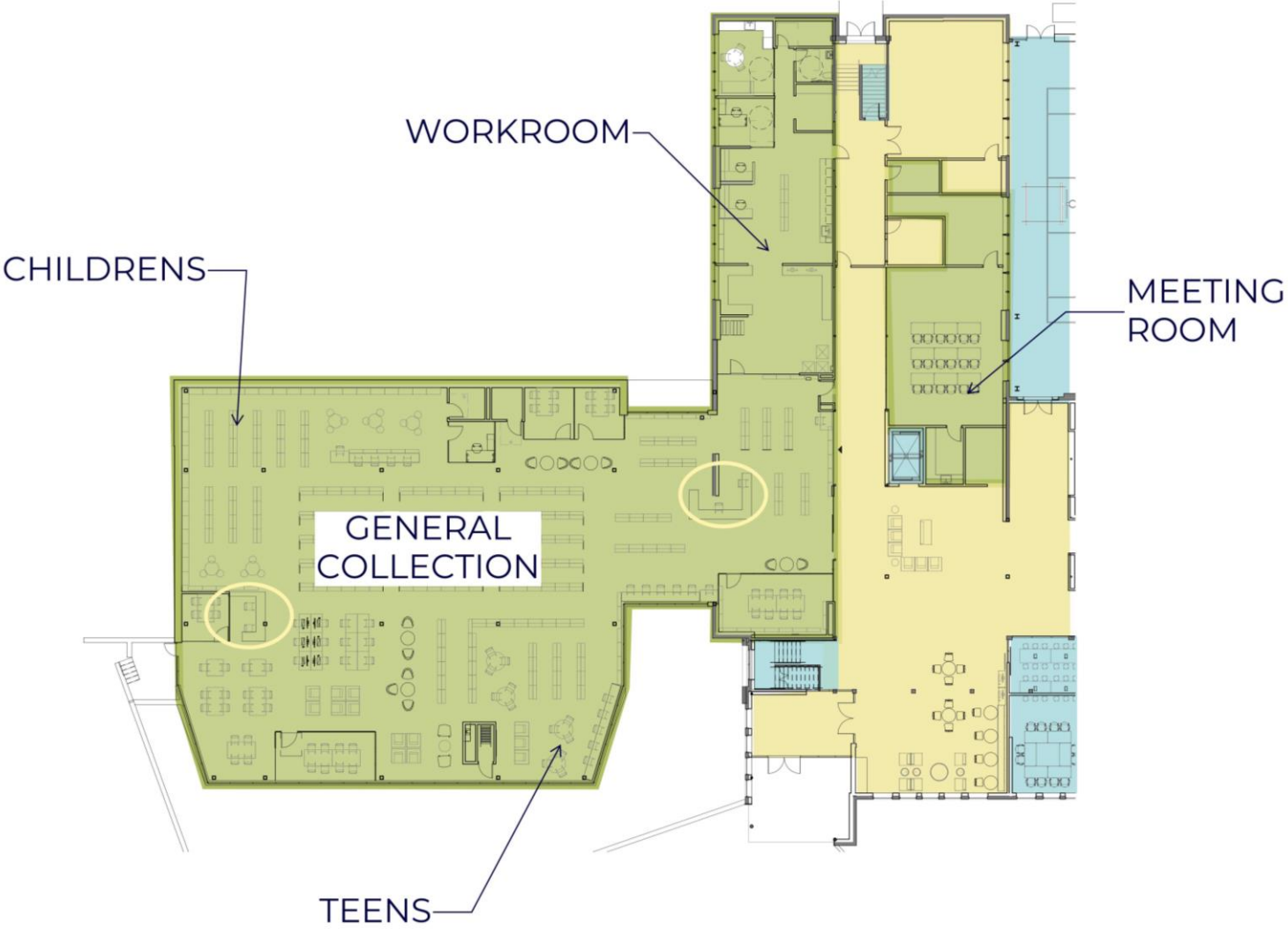


OPTION 2
SITE MASTER PLAN

OPTION 2 – Attached Library and Reduced Scope Community Center

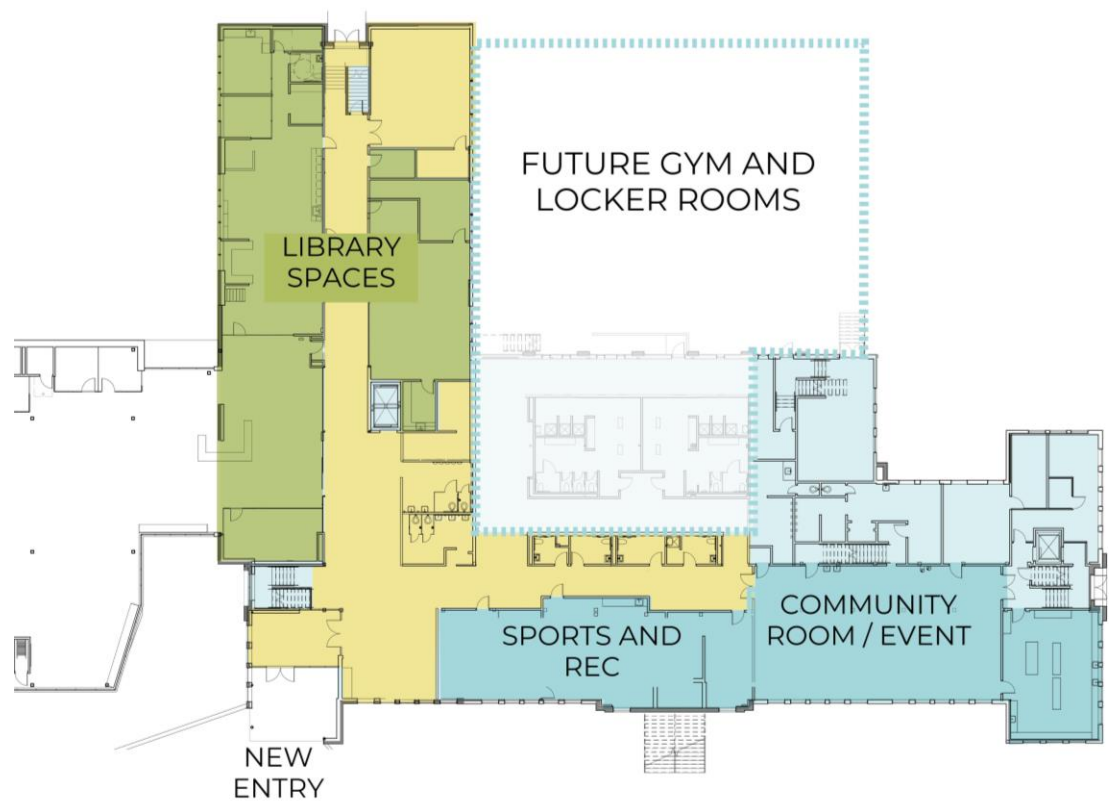


Option 2 – Library Space Program

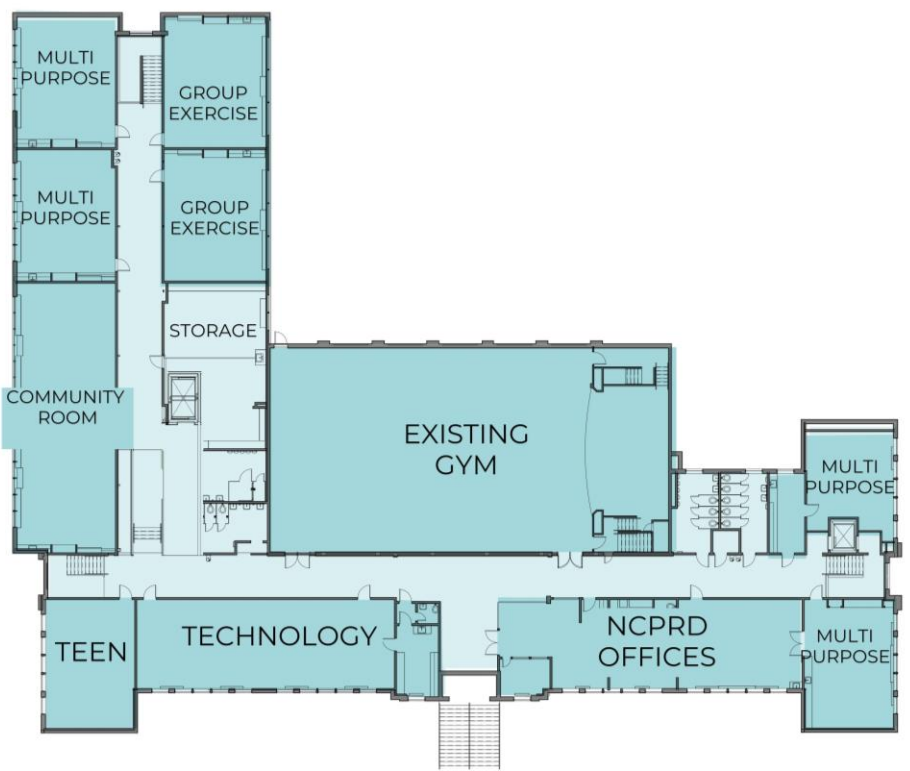


OPTION 2 – Community Center Program

- COMMUNITY CENTER
- LIBRARY
- SHARED (50/50)



LEVEL 1



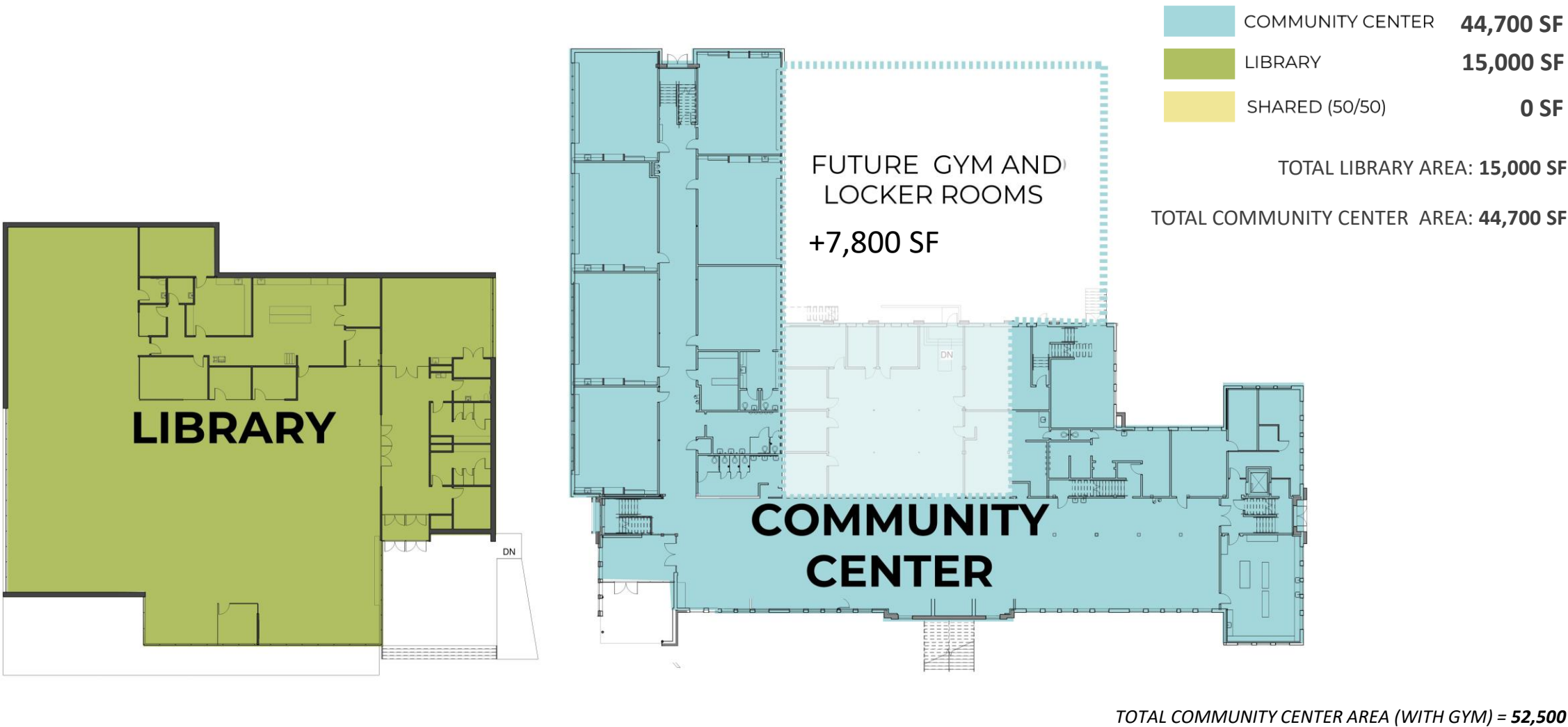
LEVEL 2

OPTION 3 – Freestanding Library and Reduced Scope Community Center

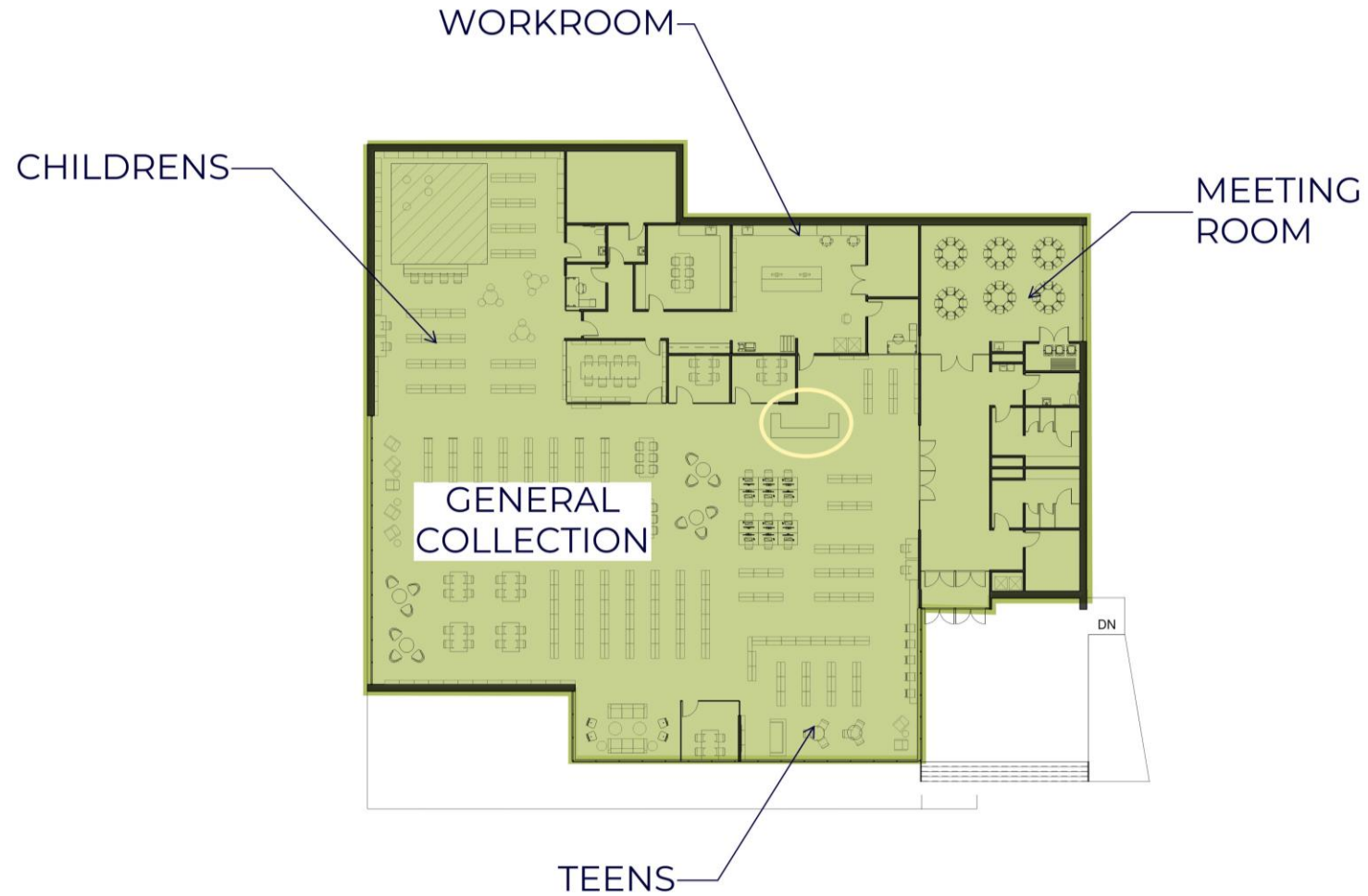
Option 3 – Overall Site Development



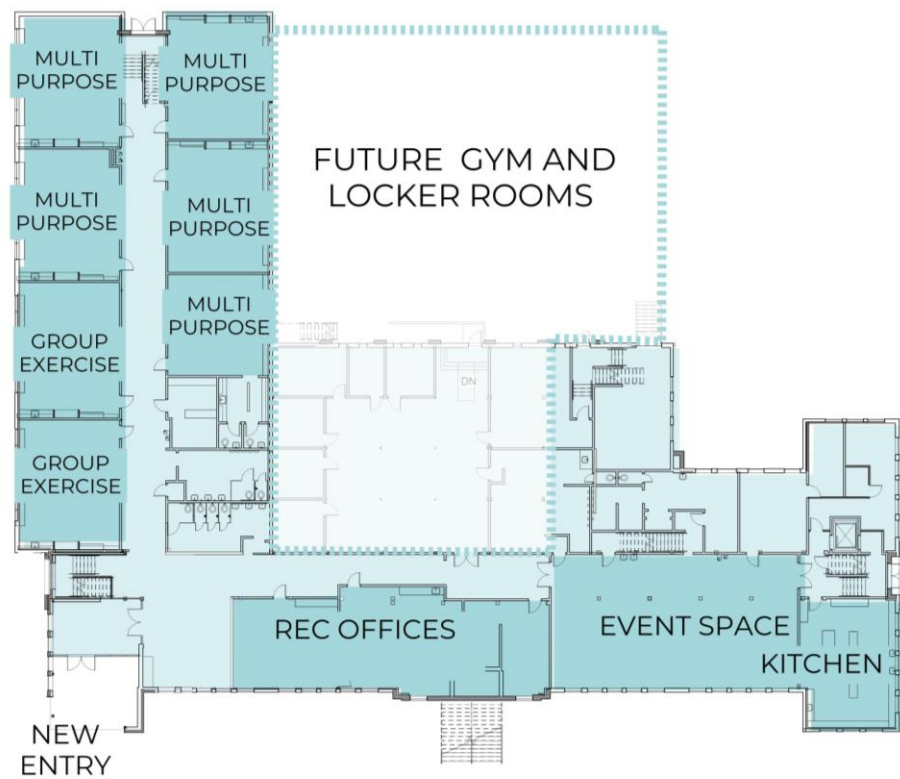
OPTION 3 – Free Standing Library and Reduced Community Center



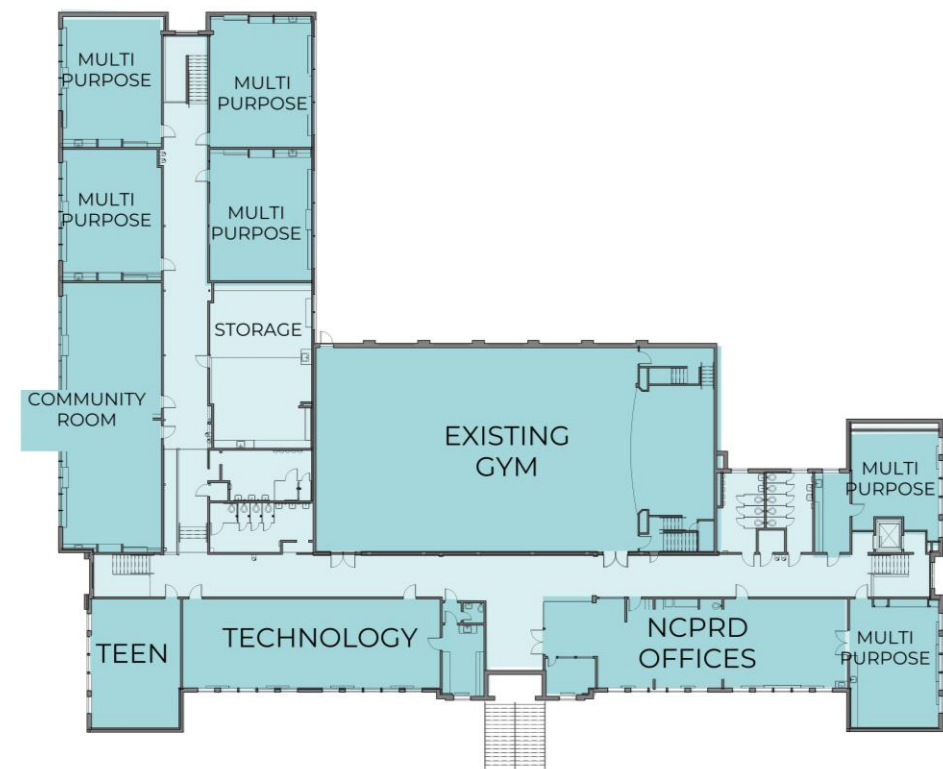
Option 3— Library Space Program



OPTION 3 – Free Standing Library and Reduced Community Center



LEVEL 1



LEVEL 2

COMPARISONS

Comparison – Site Development



OPTION 1



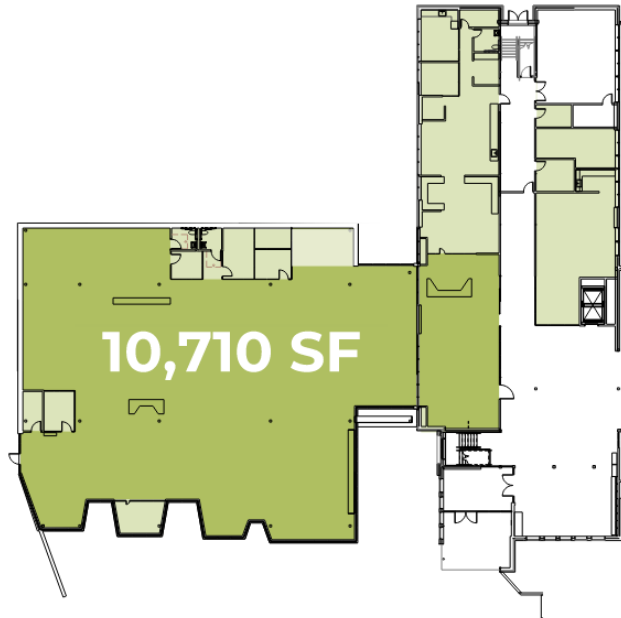
OPTION 2



OPTION 3

LIBRARY SEATING/ COLLECTION SIZE

Current Collection Size
53,000 - 56,000



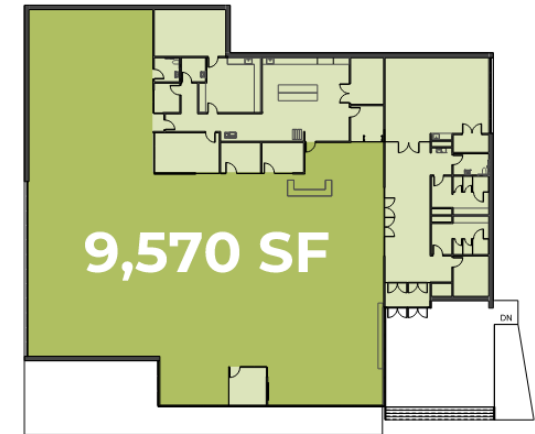
COLLECTION SIZE
approx **74,000** volumes

OPTION 1
19,950 SF



COLLECTION SIZE
approx **63,000** volumes

OPTION 2
17,000 SF

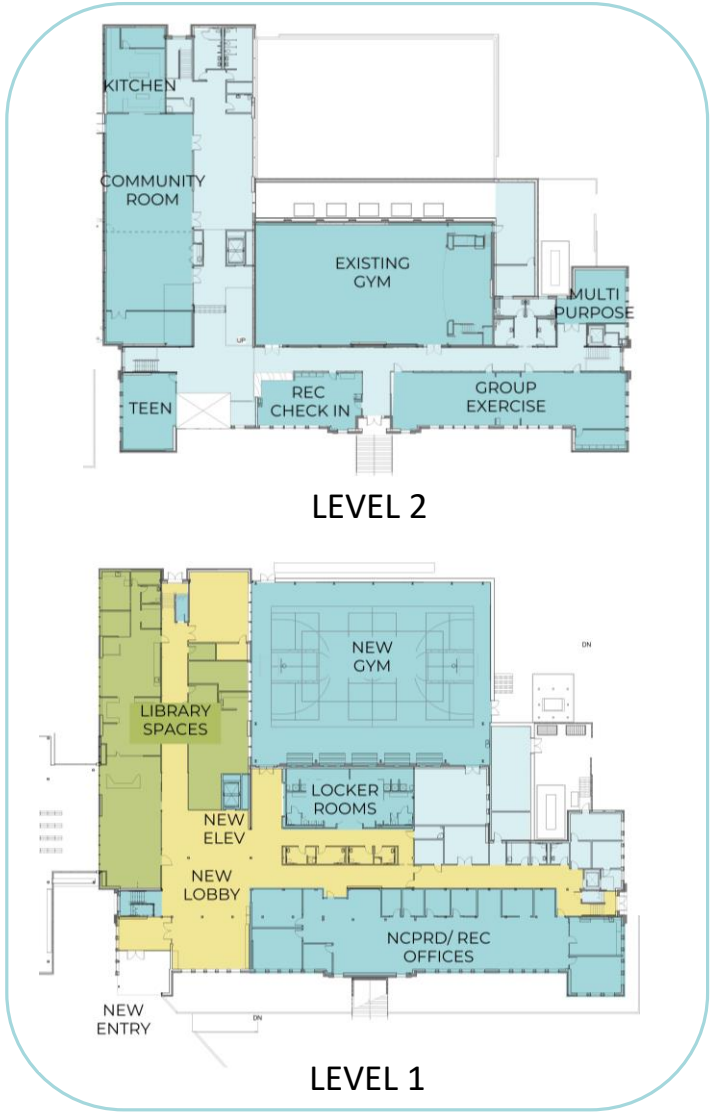


COLLECTION SIZE
approx **63,000** volumes

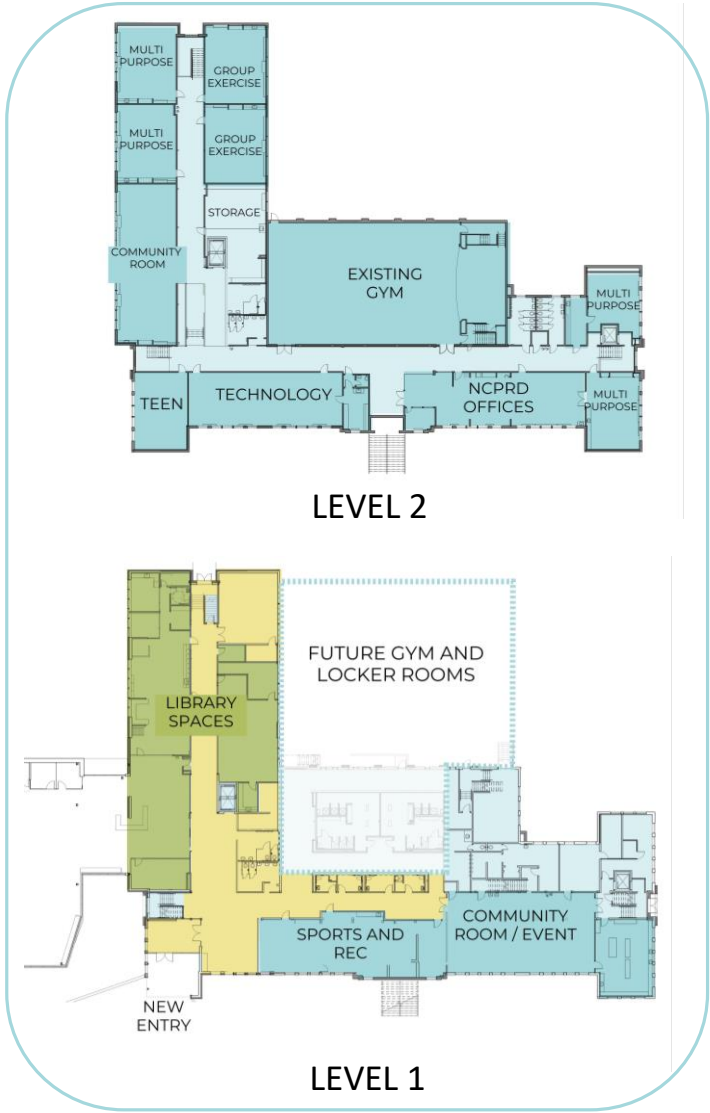
OPTION 3
15,000 SF

Comparison – Community Center

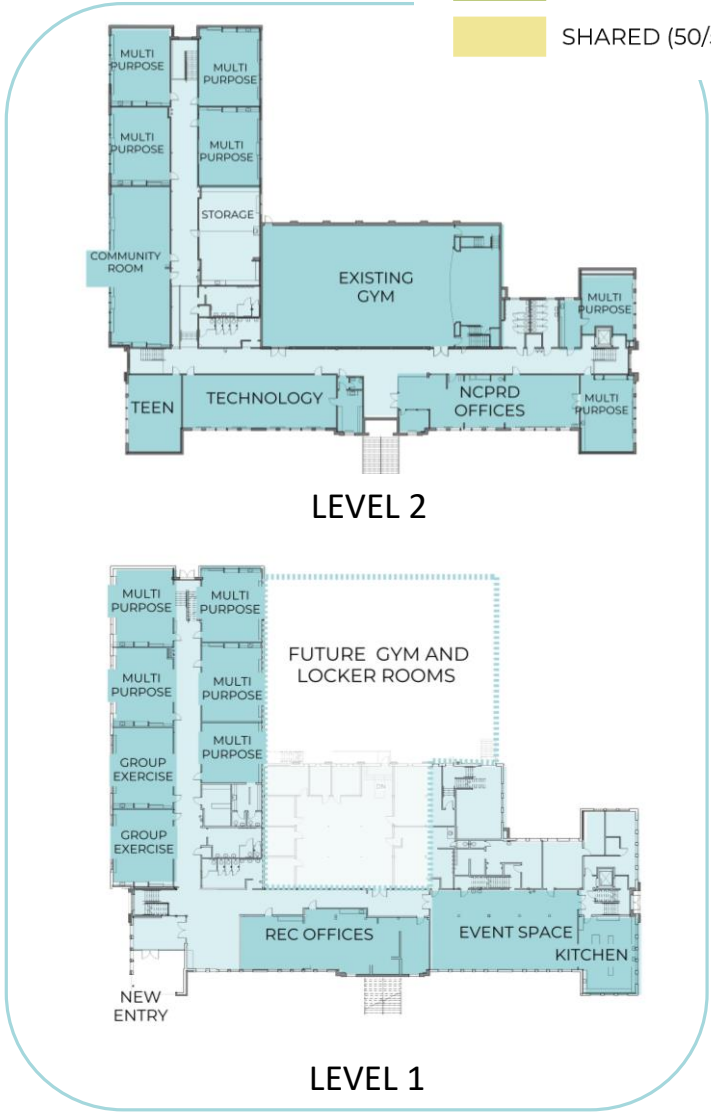
- COMMUNITY CENTER
- LIBRARY
- SHARED (50/50)



OPTION 1 - 44,720 SF



OPTION 2 - 36,800 SF



OPTION 3 – 44,700 SF

Library Comparison

	Option 1	Option 2	Option 3
General Collection	X	X	X
Children's Area	X	X	X
Teen Area	X	X	X
Lounge Seating Areas	X	X	X
Service Points	2	2	1
History Room	X	X	X
Friends of the Library Display	X	X	X
Study Rooms	4	3	3
Staff Offices	3	2	2
Staff Workstations	X	X	X
Staff Lounge	X	X	X
Restrooms	X	X	X
Multi-Purpose Room	X	X	X

COMMUNITY CENTER SPACE COMPARISON

NOTE:

Options 2 & 3 utilize
existing layout with
improvements

	Option 1	Option 2	Option 3
New Gym	X		
Recreation Check-In Counter	X		
Group Exercise Rooms*	X	X	X
Locker Rooms	X		
Community/Event Room*	X	X	X
Warming Kitchen	X	X	X
NCPRD Admin & Rec Offices	X	X	X
Multi-Purpose Rooms*	X	X	X
Teen Space*	X	X	X
Classrooms*	X	X	X
Major Remodel of All Spaces	X	Minor Remodel	Minor Remodel
New Accessible Entry*	X	X	Improvements
New Central Elevator*	X	X	
New, Accessible Restrooms at Level 1*	X	X	Improvements
MEP Upgrades (complete)	X	Partial	TBD
Seismic Upgrades (Complete)	X	Partial	TBD

*Priorities Identified during Master Plan

Park Space Comparison

	Option 1	Option 2	Option 3
New Playground	X	X	X
Open Play Field	X	X	X
Park Shelter (Add Alternate)	X	X	X
Walking Path	X	X	X
Fountain/ Splash Pad	X		

Financing

Library*

	Option 1	Option 2	Option 3
Cost	\$17.0 million	\$16.5 million	\$17.4 million
Available Funds	\$14.8 million	\$14.8 million	\$14.8 million
Gap	\$2.2 million	\$1.7 million	\$2.6 million

Community Center**

	Option 1	Option 2	Option 3
Cost	\$28.8 million	\$10.5-11.5 million	\$9.5-10.5 million
Available Funds	\$7.7 million	\$7.7 million	\$7.7 million
Gap	\$21.1 million	\$2.8-3.8 million	\$1.8-2.8 million

TOTAL GAP

\$23.3 million

\$4.5-5.5 million

\$4.4-5.4 million

* Library costs includes shared parking

** Com. Ctr costs includes park, play structure hardscape and shared parking

Options 2 and 3 costs for the Community Center are estimates at this time

Available Funding

OAK LODGE LIBRARY

Library District Reserve for Oak Lodge	\$2.9M
Oak Lodge Capital Reserve	\$1.0 M
Oak Lodge Beginning Fund Balance	\$.75M
State ARPA Funds	\$.75M
General Fund Portion of Revenue Bond	\$7.3M*
Library Budget Portion of Revenue Bond	<u>\$2.1M**</u>
Total	\$14.8M

* \$527,484 yearly payment

** \$151,884/yearly payment

NCPRD COMMUNITY CENTER

	<u>Original Funding</u>	<u>Available Funding</u>
General Fund Reserve	\$1.8M	\$0.0M
Property Sale Proceeds	\$5-9M	\$4.5M
SDC's	\$2.4M	\$2.4M
Grants	\$2.0M	\$0.5M
Library Proceeds	\$0.3M	\$0.3M
NCPRD Portion of Rev. Bond	<u>\$9.5M</u>	<u>\$0.0M</u>
Total	\$21-23M	\$7.7M

Projected Timeframes

Option 1 (33 months)

Design Duration = 9 months

Permit Approval = 6 months

Construction Duration = 18 months

Option 2 & 3 (33 months)

Design Duration = 11 months

Permit Approval = 6 months

Construction Duration = 16 months

**Important: ARPA \$ designated for this project by
Rep. Power must be spent by 6/2024 or we will lose them**

Next Meetings

NCPRD DAC

February 9, 2022

Oak Lodge/Concord Task Force

February 16, 2022

Library Board

February 17, 2022

Questions?

NCPRD 2022 -23 Budget Calendar
WORKING DRAFT - UPDATED 2.1.22
Dates are subject to change

November		
November	8th	Current Year Projection worksheets and FY 22-23 Budget Request worksheets sent to Executive Leadership Team
November	29th	Individual Budget Manager meetings
December		
December	6th-10th	Individual Budget Manager meetings
December	20th	Current Year Projection and FY 21/22 Budget Request worksheets due to NCPRD Finance
December	27th-31st	NCPRD Finance reviews year end projections and FY 22-23 budget requests
December	27th	NCPRD Finance updates projections and budget requests
January		
Week of	3rd	NCPRD Finance updates projections and budget requests
January	10th	County Budget Kick-off Meeting
February		
February	9th	Review Budget Planning to date with DAC*
February	11th	Preliminary FY 21-22 Projections & FY 22-23 Requests Due in OpenGov (and to Budget Office)
February	21st -25th	Final Budget Meetings with Managers
February	25th	Final FY 21-22 Projections, FY 22-23 Proposed Budgets, and MFR documents due to Budget Office (and OpenGov)
February	28th	Budget Committee presentation template & instructions sent to departments
March		
March	9th	Review Requested Budget with DAC*
March	14th-24th	County Administrator review
March	28th	Supporting documentation due to Budget Office (org charts & CIP sheets)
April		
April	4th-8th	Feedback on budget proposals to departments
April	5th	County Administrator final approval of FY 22-23 Proposed budgets
April	11th-15th	NCPRD Finance completes Budget Presentation
April	25th	Budget locks final numbers for FY 22-23
April	13th	Review Proposed Budget with DAC
April	22nd	Department presentations due to Budget Office
May		
May	16th	Budget notices due in Newspaper and NCPRD Webpage
May	23rd	District Budget Presentations & Public Hearings
May	25th	Deliberations - approval of budget (NCPRD Budget Committee)
June		
June	9th	Budget Adoption (NCPRD Board of Directors)
July		
July	6th	Budget documents filed with Assessor & Clerk

We are at this step in the process. We've received year-end projections for FY 21-22 and budget requests for FY 22-23 from program managers. Our next steps are to review the budget requests and enter the projections and requests in the Budgeting software OpenGov.

Green-NCPRD Staff Blue-NCPRD Finance Red-County



NORTH CLACKAMAS PARKS AND RECREATION DISTRICT

Development Services Building
150 Beavercreek Road, Oregon City, OR 97045

Michael Bork, NCPRD Director

February 10, 2022

Board of North Clackamas Parks and Recreation District

Members of the Board:

Board Order Authorizing the North Clackamas Parks and Recreation District to apply for a Metro Trails Grant for Development of the Trolley Trail Multiuse Path along Milwaukie Bay Park

Purpose/Outcome	NCPRD requests approval to apply for Metro Trails Grant to develop the permanent alignment of the Trolley Trail Multiuse Path along Milwaukie Bay Park (a component of Milwaukie Bay Park project).
Dollar Amount and Fiscal Impact	The application seeks \$624,250 in funding, with a 45% required match (\$510,750). No County General Funds are involved.
Funding Source	System Development Charges (Zone 1) will provide \$510,750.
Duration	If awarded, projects must be completed within four years.
Previous Board Action/Review	None on this grant, however the two most recent actions related to the Milwaukie Bay Park project are: <ul style="list-style-type: none">• Nov. 24, 2021 Business Meeting: Board approved Construction IGA with City of Milwaukie• Nov. 24, 2021 Business Meeting: Board approved contract amendment for 2.ink Studio landscape architecture
Strategic Plan Alignment	<p>1. How does this item align with your department's Strategic Business Plan goals?</p> <ul style="list-style-type: none">• completing 33% of NCPRD project phases in the annual Capital Improvement Plan• providing planning and development services to NCPRD residents so they can experience additional parks and facilities to meet needs.• providing access to parks, natural areas, trails, recreation services and facilities to district residents and visitors of all ages <p>2. How does this item align with the County's Performance Clackamas goals?</p> <ul style="list-style-type: none">• <i>Honor, Utilize, Promote, and Invest in our Natural Resources:</i> connects residents with nature and the Willamette River.• <i>Build a Strong Infrastructure:</i> improves NCPRD's recreation infrastructure with improved and safer trail access to amenities• <i>Build Public Trust through Good Government:</i> provides more inclusive engagement process and extensive partnership building.• <i>Grow a Vibrant Economy.</i> provides local economic development potential by better connecting people and communities
Counsel Review	1. 2/1/2022

	2. <i>JM</i>
Procurement Review	1. Was the item processed through Procurement? No
Contact Person	Michael Bork, NCPRD Director, x4421 Heather Koch, NCPRD Acting Planning & Development Manager, x4358
Contract No.	N/A

SUMMARY:

NCPRD staff is seeking Board support for a Board Order authorizing NCPRD to submit a \$624,250 competitive grant request for the Trolley Trail Multiuse Path at Milwaukie Bay Park. The application is to the Metro Trails Grant program, which has \$20 million available from the voter-approved 2019 Metro Parks and Nature Bond Measure for local agencies to develop walking and biking trails.

The request requires a 45% match of \$510,750 that NCPRD will provide from available System Development Charges (Zone 1). The combined amount of \$1,135,000 will complete design, engineering and construction of a key 1,265-foot segment and node within the six-mile regional Trolley Trail to improve access to nature, the park, and the Willamette River. It is being designed to foster more equitable access to parks and nature for all, and improve safety.

Specific features funded through the grant proposal include: (1) a 1065-foot paved multiuse path segment along the edge of the park where a gap in standardized path exists today along the six-mile regional Trolley Trail; (2) a 200-foot paved pedestrian path segment to connect to the existing riverside path and Willamette River at Milwaukie Bay Park; and (3) directly related improvements such as electrical work and necessary replacement of a signal post and arm along McLoughlin Boulevard (OR-99E), planting of disturbed areas and associated stormwater treatment areas, and trail furnishings such as seating, drinking fountain, and signage.

Consistent with Metro Bond criteria, in this work NCPRD must address community engagement and racial equity, tribal government engagement, economic equity, resilient communities, accessibility and inclusiveness of trails, culturally responsive public improvements, and climate resilience. Community engagement efforts and design to date have addressed these criteria extensively, however, staff will be working to further engage the NCPRD community and refine the design to continue to meet the criteria well.

BACKGROUND:

The Trolley Trail Multiuse Path at Milwaukie Bay Park has continued to be an integral part of the larger Milwaukie Bay Project. The segment is on park property owned by the City of Milwaukie ("City") and Oregon Department of Transportation ("ODOT") right-of way, and operated and maintained by NCPRD in accordance with an approved Intergovernmental Agreement (IGA).

NCPRD partnered with the City of Milwaukie in 2018-19 to develop a final design to complete Milwaukie Bay Park as a District-wide recreational waterfront. With ongoing partnership, in November 2021, NCPRD and the City approved an Intergovernmental Agreement for grant administration, construction, and operation of Milwaukie Bay Park. The City also approved funding contributions for the project in November 2021. NCPRD continues to coordinate with the Oregon Department of Transportation (ODOT) on the project. ODOT has been an important agency partner throughout the long-term development and improvement of the regional Trolley Trail. NCPRD will be working with ODOT staff as the trail design moves into ODOT design review and permitting in 2022.

The overall park is identified as a high priority need in the 2004 NCPRD Master Plan and 2007 NCPRD Parks and Recreation System Development Charges (SDC) Update Methodology Report and Capital Improvements Plan. The City owns the park and NCPRD plans for, develops and manages the City's parks under a Cooperative IGA. The Cooperative IGA was created as part of the formation of the District in 1990, and last amended in 2020 to reflect the adoption of new bylaws for the District Advisory Committee (DAC).

RECOMMENDATION:

Staff respectfully recommends that the Board, acting as the NCPRD Board of Directors, approve this Board Order authorizing the North Clackamas Parks and Recreation District to apply for a Metro Trails Grant for development of the Trolley Trail Multiuse Path along Milwaukie Bay Park.

ATTACHMENTS:

1. Board Order Authorizing the North Clackamas Parks and Recreation District to apply for a Metro Trails Grant for Development of the Trolley Trail Multiuse Path along Milwaukie Bay Park
2. Financial Assistance Application Lifecycle Form

Respectfully submitted,

Michael Bork, Director
North Clackamas Parks and Recreation District

DRAFT - Public Planning List Example (Parking Lot - Public)

Urgency (1-3)	Item Category	Ideal Meeting Date	Agenda Item	Brief Explanation of Agenda Item	Requester	Request Rcvd (Date)	Staff Notes	Status
	Public	2/9/2022	Parking Lot Review	How do DAC members access our parking lot? Time for review both for DAC members and the public.	DAC: Anatta Blackmarr	1/18/2022		
1	Public	Mar-22	Budget Development for FY 22-23					
1	Public		Standardized Time limit of 3 minutes for public comments	I'd like to see a standardized time limit of 3 minutes for public comment established and moderated by staff.	DAC: Joel Bergman	1/18/2022		
	Public		DAC responsibilities & deliverables	Assessing challenges, desires & needs of all district residents	DAC: Grover Bornefeld	10/27/2021		
	Public		Next steps for setting up sub-area park boards	Map out sub-area parks board formation for sub-area meetings and selction new DAC representatives	DAC: Anatta Blackmarr	1/18/2022		

DRAFT - Public Planning List Example (Parking Lot - Internal)

Urgency (1-3)	Item Category	Ideal Meeting Date	Agenda Item	Brief Explanation of Agenda Item	Requester	Request Rcvd (Date)	Staff Notes	Status
	Internal		Bring more Multi-Culturalism to NCPRD		DAC: Anatta Blackmarr			
	Internal		What should happen with the emails from the public sent to dac@ncprd.com	should there be a standard procedure to acknowledge them and/or respond to them or keep a record of them?	DAC: Anatta Blackmarr	1/18/2022		

DRAFT - Public Planning List Example (Projects)

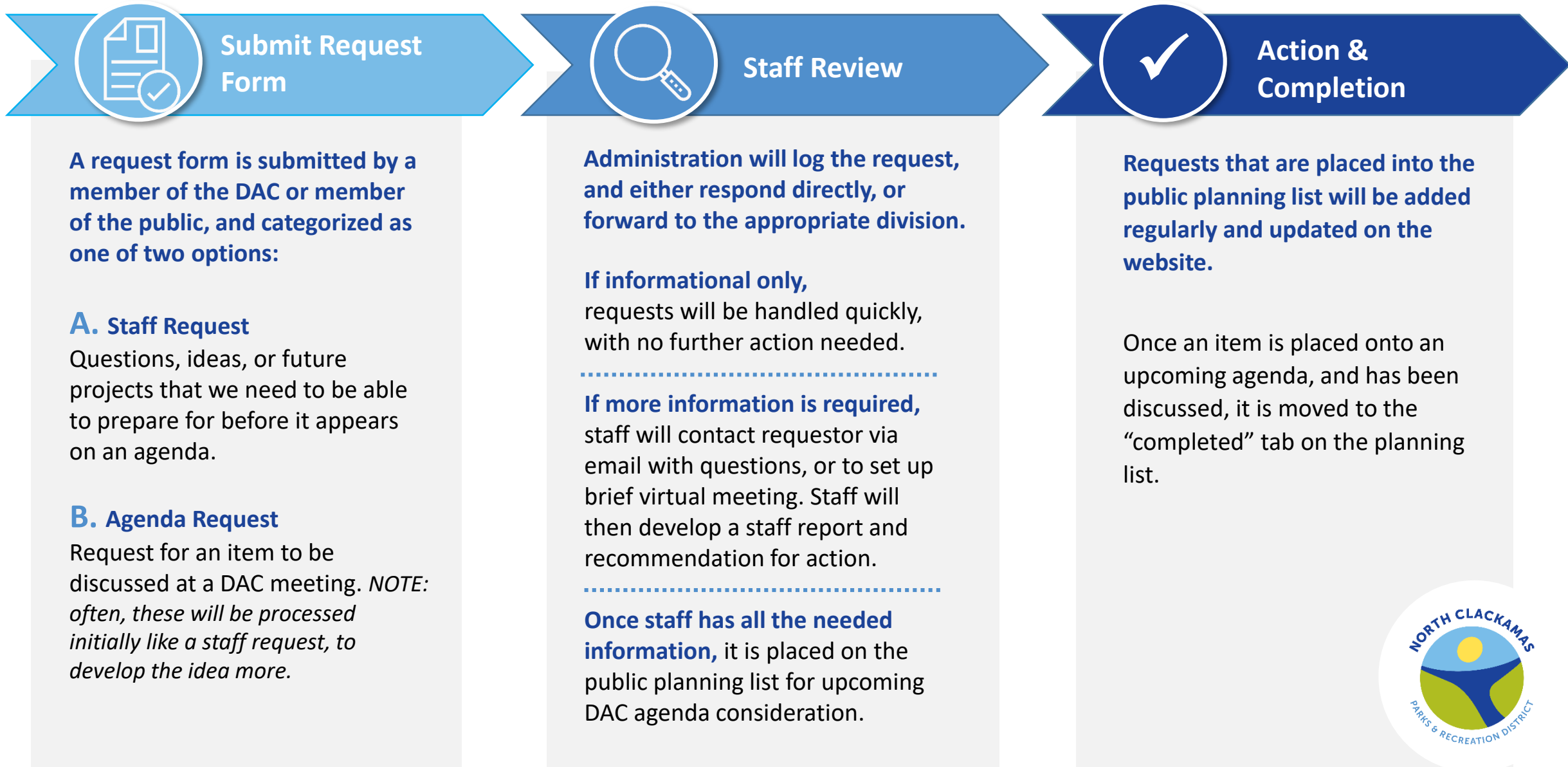
Site/Task	Site Task Type	Summary	Notes
Boardman Property	Grand Opening	Waiting for completion of park naming prior to grand opening	
Three Parks in Milwaukie (led by City of Milwaukie)	Planning and development	Coordination for planning and development of three parks - Scott, Bowman Brae, Balfour	NCPRD to coordinate since they are NCPRD parks; City of Milwaukie leads planning, development and funding
Mill Park	Linwood - CC DTD	Linwood Av pedestrian sidewalk improvements and ped bridge	Staff collaborating with County Department of Transportation and Development as part of their redevelopment of Linwood Ave to mitigate pedestrian improvements and enhance natural area plantings in Mill Park.
New Urban	IGA	Possible IGA with NCSD related to New Urban High School, potential park on site	Staff re-engaging with NCSD in discussion of possible IGA at meeting in Feb. 2022.
North Clackamas Park - Carriagio	Trail Easement - Trail Connection	Easement is northwest of NCP. Provides public access to property for possible future pedestrian connection.	NCPRD staff will hire consultant to survey the easement boundary. Staff are assessing fencing options to discourage adjacent landowner encroachments by delineating the boundary. No other work planned.
Sieben Park	Moving Well Above Ground - Plan Review	A well needs to be move above ground permanently at this site	NCPRD Staff working with Sunrise Water Authority (SWA). SWA has a need to move the existing pump station electrical components above ground due to flooding and capacity issues. SWA has an existing lease with NCPRD. NCPRD assessing alternatives with SWA
Trolley Trail	Multiuse Path at MBP	Planning and development of Trolley Trail segment at Milwaukie Bay Park	NCPRD Staff is working on this as part of the full Milwaukie Bay Park Project, and seeking funding from multiple sources

DRAFT - Public Planning List Example (Completed)

Agenda Item	Brief Explanation of Agenda Item	Individual/ Organization Contact	Requested Rcvd on (Date)	Notes	Status
CCAB Appointments	Approval of three appointments to CCAB	NCPRD: Marty Hanley			DAC Mtg 10/13/21
Public Meeting Law Presentation	Presentation	NCPRD: Mike Bork			DAC Mtg 11/10/2021
Program Introduction: Budget Basics	Presentation	NCPRD: Elizabeth Gomez			DAC Mtg 11/10/2021
SDC Methodology	Introduction with consultant FCS group	FCS Group			Special DAC Mtg 12/6/2021
Comp Plan Process Discussion	Brief Overview	NCPRD: Heather Koch			DAC Mtg 12/8/2021
FY 21/22 Capital Projects - Status Update	Status Update	NCPRD: Heather Koch			DAC Mtg 12/8/2021
Captial Improvement Plan (CIP) Update	Update to review an interim CIP to use for SDC methodology	NCPRD: Heather Koch			DAC Mtg 12/8/2021
MBP Public Art Update	Update on potentially collaboration with City of Milwaukie and Confederated Tribes of Grand Ronde	NCPRD: Mike Bork			DAC Mtg 12/8/2021
Quarterly Budget Update	Presentation	NCPRD: Elizabeth Gomez			DAC Mtg 12/8/2021

Agenda & Information Request Form | Submission Process

Access the online request form and public planning list at ncprd.com/district-advisory-committee.





N CPRD Monthly Division Report

Prepared for the NCPRD District Advisory Committee (DAC)

REPORTING PERIOD: January 2022

DAC MEETING DATE: February 09, 2022

Admin

SIGNIFICANT ACCOMPLISHMENTS

- Jointly held a successful informational meeting on the Concord Project.
- Continue to refine short, mid, and long-term plans and strategies to move the District forward in overall planning and service delivery.

CURRENT PROJECTS/TASKS

- Reviewing initial divisional budget submittals for the FY 22-23 budget.
- Working with staff to develop the operational plan for Concord building for FY 22-23.
- Developing new budget pages/layout for upcoming budget year.
- Developing department realignment/new positions for upcoming fiscal year.
- Beginning transition planning to move Admin, Sports, and Recreation division offices to the Concord building before July 1.

LOOKING AHEAD

- Initial budget is planned to be presented to DAC in March.
 - NCPRD Offices will be relocating to Concord. Estimated timeframe is late March/early April.
 - Putting together plans for an April NCPRD Board meeting, ideally to be held in person at Concord building, separate from BCC meeting.
-

Asset Development

The purpose of the Asset Development program is to coordinate and manage current and long-range planning, the acquisition of park land, all aspects of the District's Capital Improvement Plan (CIP), and the repair and replacement of capital assets in order to provide recreation facilities that serve District residents. *(Capital repair and replace will be included in Division Report for Parks, Trails and Natural Areas).*

SIGNIFICANT ACCOMPLISHMENTS

- **Milwaukie Bay Park** – The project team kicked off the next phase, including design development, preparation of construction documents, and preconstruction. The team began working on the long-term project schedule, revised cost estimating, and next steps for progression of the design.

- **Milwaukie Redevelopment Commission (MRC)** - Participating for approximately six months as a liaison to the MRC Community Advisory Committee to be a resource and advocate for parks and recreation as the group provided input for redevelopment plan funding priorities.

PROJECTS/TASKS BEING WORKED ON

- **SDC Methodology Update** – Continuing to refine the data needed to input into the SDC methodology.
- Interim Capital Improvement Plan (CIP)
- **Long-range “System Plan”** – Scoping the effort
- **Metro Trail Grants opportunity for Trolley Trail at Milwaukie Bay Park** - Coordinating within the County and region to confirm an application and seek authorization from the NCPRD to apply for an award of approximately \$624,000. See the Agenda Packet this month for the Staff Report to the Board, which contains additional information.
- **MBP Cost and Funding Update** – The project team is still refining the updated cost estimate, and per above, working on additional funding requests. Next steps anticipated:
 - **March DAC** – Report on confirmed estimate and highlight of design progression.
 - **March (late)** – Community meetings to review and comment on changes.
 - **April DAC** – Summarize community input, update on revised cost estimate, next steps.
- **Milwaukie Bay Park** –Coordinating with NCPRD, City and Confederated Tribes of Grand Ronde to discuss a concept proposal for public art at Milwaukie Bay Park.
- FY 22/23 budget planning
- Filling vacant positions to support the planning and development work.

LOOKING AHEAD

- Request for Proposals to solicit for consulting team to assist with long-range “System Plan”.
- SDC methodology (draft)
- **Metro Trail Grants** – Trolley Trail Multiuse Path application due late February (pending Board authorization to submit).
- Board consideration of Milwaukie Bay Park Funding Intergovernmental Agreement with City of Milwaukie.
- **Milwaukie Bay Park Design** - Late March design/cost estimating milestone.

Finance

SIGNIFICANT ACCOMPLISHMENTS

- The Finance Team continues to work on developing the FY 22-23 budget and provide accounting functions for all of NCPRD.
- **Did you know?** We processed 491 request for payment vouchers since the beginning of the fiscal year. Each voucher is reviewed multiple times before it is approved and paid. This activity represents a large part of our daily work.

CURRENT PROJECTS/TASKS

- New chart of accounts (to fully separate from Business & Community Services)
- Year-end budget projections (for FY 21-22) and budget requests (for FY 22-23)
- Budget Committee member recruitment. Additional information can be found on the [NCPRD Financial Information Page](#).

LOOKING AHEAD

- Complete initial Proposed Budget document

Marketing and Communications

SIGNIFICANT ACCOMPLISHMENTS

- **Aquatic Park Birthday Party Flyer** – A flyer has been created to help promote the new celebration room rentals at North Clackamas Aquatic Park. The flyer, which includes frequently asked questions, will be available online and shared by staff.
- **Program Promotion** – Promotional materials were created for Spring Break Camps and the Mastering Mason Bees class, and were distributed across NCPRD communication channels to drive participation.
- **Overview Video** – NCPRD collaborated with the county's video production team to create an introduction video, which highlights the District's programs and services across divisions. The video is currently featured on the website at <https://ncprd.com/about-us/district-information>.



PROJECTS/TASKS BEING WORKED ON

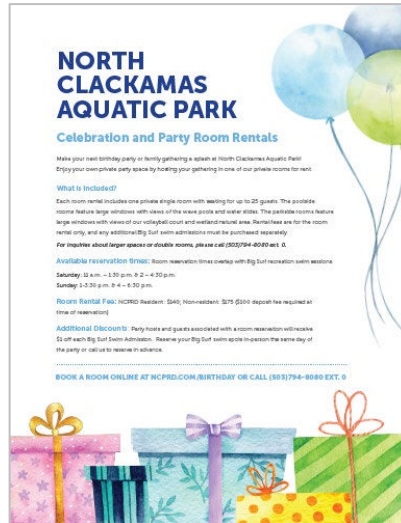
- **Natural Areas Volunteer Event Promotion** – Flyers and digital assets were created to help drive participation for four upcoming natural area volunteer events. Additionally, sponsored Facebook events were launched to further increase awareness. Additional outreach will continue leading up to the events.
- **Program Promotion** – Materials are being created to promote upcoming spring recreation and enrichment programs, as well as materials for the annual March for Meals fundraising campaign. This includes a mix of digital and print materials and promotional tactics to increase awareness and drive participation.

- **Annual Report** – The NCPRD FY 20-21 Year in Review (formerly the annual report) is nearing completion, in a new digital scrolling format. A consolidated print version is also in production.
- **Milwaukie Community Center Connection** – The March-April issue of the Center’s newsletter, which is printed and featured online at ncprd.com/mcc-connection, is in production.

Spring Break Camp Flyer



Aquatic Park Party Rentals Flyer (Front)



Mastering Mason Bees Flyer



LOOKING AHEAD

- **Awareness campaign** – NCPRD will be developing concepts for an awareness campaign, designed to increase engagement across all departments.

Older Adult Services

The purpose of the Older Adult Services program is to provide coordinated nutritional, transportation, educational and social service programming to the communities’ older adults and persons with disabilities; assisting them in remaining independent and helping them thrive in their later years.

SIGNIFICANT ACCOMPLISHMENTS

- Staff is slowly rebuilding the caregiver support programs at the Milwaukie Community Center (MCC). “Powerful Tools for Caregivers” restarted in January. This program helps prepare family caregivers for this sometimes difficult task and also acts as a support group for those taking part.
- The new MCC Connection bi-monthly newsletter made its debut last month. This informational marketing tool went through an extensive re-design while the MCC was shut down and looks better than ever.
- The Milwaukie Community Center Foundation (formerly “The Friends”) had their year-end financial review. Their endowment has reached nearly 1.4 million dollars. The revenue from this goes directly to supporting the programs and services of the MCC. The Foundation is also in the middle of its annual campaign which has raised over \$15,000.

PROJECTS/TASKS BEING WORKED ON

- Milwaukie Community Center is partnering with AARP to continue its longstanding Tax Aid Program. This program begins in early February and helps prepare the taxes for nearly 1,000 low income and senior community members. This service is free to the participants with any donations going to the MCC Foundation.
- A Place at the Center (APAC) is looking to re-start on a small scale this February. This Respite Program offers enrichment activities to those suffering from memory loss, while giving their caregivers a break.

LOOKING AHEAD

- Nutrition Program staff is preparing for this coming year's March for Meals (M4M) campaign by looking for community partners. Traditionally, the biggest partner has been Bob's Red Mill, with other businesses like Starbucks, New Seasons Market and Dave's Killer Bread.
- This April we will be partnering with the Foundation's Italian Dinner to provide a drive-thru meal to our volunteers. The in-person volunteer recognition event will remain on hold due to the pandemic.

Parks, Trails and Natural Areas

The purpose of the Parks, Trails and Natural Areas program is to provide management, maintenance and ongoing stewardship services to NCPRD residents and visitors so they can access safe, clean and well maintained parks, trails and natural areas both now and into the future.

SIGNIFICANT ACCOMPLISHMENTS

- NCPRD Natural Area staff held the volunteer service event at Homewood Park in partnership with the Hector Campbell NDA. Approximately 40 volunteers supported placing bark chips on the soft surface trail and weeding ground ivy totaling almost 120 hours of service.
- **Partnered with the North Clackamas Watersheds Council (NCWC)** to take back x-mas trees that will be placed to enhance fish habitat at Spring Park Feb 5th.
- Park Maintenance staff repaired structural damages to Playground at Stringfield Park

PROJECTS/TASKS BEING WORKED ON

- Pruning Districtwide.
- Annual Playground Safety Inspections Districtwide
- Hazard tree removal work at multiple sites including Spring Park, Rivervilla Park and Risley Park.
- Equipment maintenance yearly services.
- **Oregon Watershed Enhancement Board small grant work in partnership with North Clackamas Watersheds Council (NCWC)** – Hull Property and North Clackamas Park.
- Climate Action in partnership with Clackamas County Exchange.
- Collaborating to support the NCWC Watershed Action Planning project.

- Partnership with WES and the 3-Creeks Project.
- Mill Park and Clackamas Development Agency Linwood Ave Project.
- Altamont Park Planting.
- Intertwine oak and corridors working groups. Oak working group steering committee member integrating JEDI into the OPWG strategic plan

LOOKING AHEAD

- NCPRD is partnering with the NCWC, Friends of Elk Rock Island and Spring Park (FERISPark) and the Island Station NDA to sponsor a volunteer service event at Spring Park and possibly Elk Rock Island (if the river level is low and walking access is open) on February 5th from 9-Noon.
- NCPRD is partnering with the NCWC to sponsor a volunteer service planting event at the Hull property on February 12th from 9-Noon.
- NCPRD is partnering with NCWC to sponsor a volunteer service planting event at North Clackamas Park on February 26th from 9- Noon.



Image 1 and 2: Stringfield Park playground repairs by NCPRD staff, Bret Paenselin (left) and Gary Sigler (right)



Image 3: Homewood Volunteer work event MLK January 17, 2022



Image 4 and 5: Homewood Volunteer work event MLK January 17, 2022

Recreation

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.

SIGNIFICANT ACCOMPLISHMENTS

- The Aquatic Park survived another month without cancelling any aquatic programs or operation hours. We appreciate staff that has been willing to shift work schedules and step up to continue serving the public. This month over 38% of our staff have been out sick at various points and/or in quarantine.
- Five high school swim meets were successfully hosted at the Aquatic Park for our local schools. Many teams have shifted to live streaming the events to reduce the amount of patrons on deck and allow more families to enjoy the meet from a safe space.
- 108 participants attended swim lessons twice a week in the evenings.
- Seven new lifeguards joined our team successfully this month and completed all required pre-shift new hire trainings.
- Along with in-person classes, online classes and hybrid classes, we have launched Zoom at the Center classes. This allows students to take a class at the Center through Zoom without their own electronic device. Participants view an instructor on the big screen, use our space and equipment and socialize with other students.
- Activity and interest groups such as Mah Jongg, Woodcarvers, Mt. Dulcimer, Billiards, Bridge and daytime Bingo continue to meet at MCC.
- Participants participated in an Introduction to Lawn Bowling workshop at the MCC. Carol Cookson explained the rules and taught them how to roll the bowl. Participants were able practice and play a game.
- The winter season of the redesigned Cheer Starz program kicked off the first week of January with 31 participants. The program is now a mix of dance routines and traditional cheer.
- NCPRD's Hoopers basketball program for boys and girls, grades kindergarten through high school, began practices and games in January. The program has 151 teams participating this season led by 252 volunteer coaches. Kudos to our three Coach Coordinators; John Reese, Russel Johnson, and Devin Short for all of their hard work recruiting and training our volunteer coaches.
- NCPRD's Shooting Stars coed basketball program, for player's ages 5 through 21 with cognitive disabilities, began on January 13. The teams practice one night a week in the Clackamas School Property gymnasium and play their games in the Concord Property gymnasium on Saturdays.

PROJECTS/TASKS BEING WORKED ON

- NCPRD staff met with our five local youth baseball and softball organizations to prepare for the upcoming 2022 season. The fields will be full of cheers, excitement and great plays beginning March 27 and concluding on October 31.
- Staff continue to develop and deliver aquatic trainings in the hopes of gaining more staff members. The Aquatic Park plans to run another free lifeguard training in February as well as a swim instructor class.

- 2022 Summer Camp planning is underway. Camps are tentatively scheduled to begin on Monday, June 27.
- Two of the fields at the Nelson Sports Complex (formerly Hood View Park) will have the turf replaced this year. The fields will be out of commission from June 1 through Labor Day. This will negatively impact our Summer Nights adult softball league this season as only two fields will be available for league play.

LOOKING AHEAD

- Strategizing potential operational schedules and new programming for 2022-2023 budget year.
- Registration for NCPRD's Spring Fever adult softball leagues opens February 4th.
- Spring registration begins at 9 a.m. on February 15 for NCPRD residents. Non-resident registration begins at 9 a.m. on February 22.



Image 1: High school swim meet



Image 2 and 3: Hoopers basketball program