



# NORTH CLACKAMAS

## PARKS & RECREATION DISTRICT

### DISTRICT ADVISORY COMMITTEE

#### MEETING AGENDA

**Date:** November 13, 2024

**Time:** 5:30-7:00 p.m.

**Location:** North Clackamas Aquatic Park, 7300 SE Harmony Road  
Or attend virtually by registering for this meeting:

[https://clackamascounty.zoom.us/webinar/register/WN\\_DK6z-AsxTPG4v4C9ELWgyg](https://clackamascounty.zoom.us/webinar/register/WN_DK6z-AsxTPG4v4C9ELWgyg)

---

- I. **Call to Order** – Jeanette DeCastro, DAC Chair
- II. **Action Items** (5:30 p.m. 15 min)
  - a. Approval of DAC Meeting Summary from September 11, 2024 and October 9, 2024
  - b. Support of Naming Policy
- III. **Discussion Agenda** (5:45 p.m. 45 min)
  - a. Fiscal Year 2025-26 Budget Kick Off (Kia Selley/Kallie Guentner – 30 min)
    - DAC liaison to Budget Committee
  - b. Park at Jennings Lodge Campus Grant Letter of Support (Alex Gilbertson – 10 min)
  - c. DAC Representative Replacement (Chair DeCastro - 5 min)
- IV. **DAC Member Reports** (6:30 p.m. 10 min) Sub-area-specific reports from DAC members i.e. upcoming event dates, questions/feedback received. Limit each 1-2 minutes.
- V. **District Monthly Report** (6:40 p.m. 10 min)
- VI. **Public Comment\*** (6:50 p.m. 10 min) Chair will call for statements from community members regarding issues relating to NCPRD. Comments shall be respectful and courteous to all. Limit each 3 minutes.

#### Future Dates

- December DAC meeting has been cancelled.
- Next DAC Meeting: Wednesday, January 8, 2025



## MEETING MINUTES

North Clackamas Parks and Recreation District  
District Advisory Committee  
Wednesday, September 11, 2024  
5:30 – 7:00 p.m.  
Location: North Clackamas Aquatic Park and Virtually (via Zoom)

---

**DAC Members Present:** Muciri Gatimu, Grover Bornefeld (Subarea 1), Anatta Blackmarr (Subarea 2), Jeanette DeCastro, Sheila Shaw (Subarea 3), Daniel Diehl (Subarea 4), Lisa Batey, Ali Feuerstein (Subarea 5), Joel Bergman (Milwaukie Community Center Advisory Board)

**Members Absent:** Mark Elliott, Salma Nassir

**Staff and Officials Present:** Kia Selley (NCPRD Director), Dominic Cortinas (NCPRD Deputy Director), Erin Reome, Melina DeFrancesco (NCPRD), Anna Laybourn, Xiaojian Fan, Tim Marshall, Desiree Liu (Design Workshop)

A recording of this meeting is available on the NCPRD website at <https://ncprd.com/public-meetings/meeting-minutes>

---

- I. **Call to Order** - DAC meeting was called to order by DAC Chair, Jeanette DeCastro. A quorum was present.
- II. **Action Items**
  - a. Approval of DAC Meeting Summary
    - i. The summary from the DAC meeting held on August 14, 2024, was approved with minor edits.
- III. **Discussion Agenda**
  - a. System Plan Update (Design Workshop)
    - i. Design Workshop provided an update that included:
      1. Community Needs and Gap Analysis
      2. Engagement At A Glance
      3. Survey Result Highlights
      4. Additional Community Feedback
      5. Program Analysis
      6. Operations and Management Analysis
      7. Next Steps
  - b. Website Redesign (Melina DeFrancesco)
    - i. Melina DeFrancesco gave an amended update on the Website Redesign. This item will be brought back to the DAC in October.
- IV. **Subcommittee Reports**
  - a. Chair DeCastro requested to remove the subcommittee agenda item titled, “DAC Public Planning/Parking Lot” and in its place add a “Resolution for Proposal”. No objections.
    - i. Motion made by Chair DeCastro on Vice-Chair Mark Elliott’s behalf, “The NCPRD Advisory Committee recommends to the Board of Directors that they approve the final two phases of the Systems Plan contract with Design Workshop as soon as possible in order to allow

the consultants to continue their work uninterrupted through to the completion of their Scope of Work. We recommend that the contract value be paid entirely by existing NCPRD funds dedicated to this project and that the original Scope of Work be approved as originally submitted.” Seconded by Grover Bornefeld.

- ii. Sheila Shaw clarified that the DAC would be asking the BOD to approve the contract for Phases 3 and 4 of the System Plan, and not specifically the Milwaukie Bay Park project.
- iii. Motion passes: 9,0

V. **DAC Member Reports**

- a. Grover Bornefeld (Subarea 1)
  - i. Brought up concerns about how the concerns the DAC has received from residents surrounding the Milwaukie Bay Park project are dissolving the DAC unity by having accusations being made, and not being balanced.

VI. **District Monthly Report** – Kia Selley, NCPRD Director, provided District updates.

- a. **Dog On-Leash Giveaway Campaign:** NCPRD launched a dog on-leash giveaway campaign earlier this summer. This month NCPRD will post a media release that is positive and educational. Dog owners can provide pictures of their leashed dogs at NCPRD parks or trails for a chance to win a pet-related gift basket.
- b. **Milwaukie Bay Park Phase 3:** NCPRD staff has updated the website to better inform District residents about the status of the project. NCPRD has successfully retained all grants for this project (local, state, and federal). For the federal grant, NCPRD staff is going to prepare a formal request to extend the duration of the grant to fall 2026.
- c. **Concord Project:** Construction continued for the Concord Property projects for the park, playground, and renovated community center, as well as a new library. At the community center, staff removed boards above the entry doors and discovered historic windows. The original wooden windows have been carefully restored. This is a great example of NCPRD’s intent to restore the original character of the building and maintain the integrity of the building.
- d. **Clackamas Elementary School Property:** Earlier this summer, the Board of County Commissioners shared their interest in purchasing the NCPRD-owned former Clackamas Elementary School for use as a recovery center. On July 25, the County hosted a Community Forum on-site with neighboring residents and businesses to share concerns and questions. On July 30, we had a special DAC meeting with a presentation by the recovery center project manager. The Board then put this item on hold to consider a private offer on the property, which the buyer retracted soon thereafter. Yesterday, the Board of County Commissioners publicly stated its intention to purchase the former Clackamas Elementary School property (located at 15301 SE 92<sup>nd</sup> Ave). The terms of the purchase will be shared publicly when the purchase and sale agreement is approved by the Board of Commissioners either later this month or early October.
- e. **Recruitment for NCPRD Budget Committee Members:** The application process closes on September 30. The Budget Committee makes recommendations to the Board of Directors for parks-related programs and facilities through the annual budget process.
- f. **Fiesta Latina Event:** This event will be on Saturday at North Clackamas Park. This is the third year for this event.
- g. **Aquatic Park Annual Maintenance:** Closed for the month of September for annual maintenance and deep cleaning.
- h. **New Planning and Development Division Director:** After a competitive external recruitment process, Erin Reome was promoted to fill this position.
- i. **NCPRD Board of Directors Meeting:** The next meeting is Wednesday, September 18 at 6 pm at the North Clackamas Aquatic Park. The agenda and materials will be posted online tomorrow.

VII. **Public Comment**

- a. None



## MEETING MINUTES

North Clackamas Parks and Recreation District  
District Advisory Committee  
Wednesday, October 9, 2024  
5:30 – 7:00 p.m.  
Location: North Clackamas Aquatic Park and Virtually (via Zoom)

---

**DAC Members Present:** Muciri Gatimu, Grover Bornefeld (Subarea 1), Anatta Blackmarr, Mark Elliott (Subarea 2), Jeanette DeCastro (Subarea 3), Lisa Batey, Ali Feuerstein (Subarea 5)

**Members Absent:** Sheila Shaw, Daniel Diehl, Salma Nassir, Joel Bergman

**Staff and Officials Present:** Paul Savas (Clackamas County Commissioner),  
Kia Selley (NCPRD Director), Dominic Cortinas (NCPRD Deputy Director), Melina DeFrancesco (NCPRD)

A recording of this meeting is available on the NCPRD website at <https://ncprd.com/public-meetings/meeting-minutes>

---

- I. **Call to Order** - DAC meeting was called to order by DAC Chair, Jeanette DeCastro.
- II. **Action Items**
  - a. Approval of DAC Meeting Summary from September 11, 2024
    - i. This item was deferred due to the absence of a quorum.
- III. **Discussion Agenda**
  - a. Naming Policy (Melina DeFrancesco)
    - i. An update on NCPRD's Naming Policy was presented, which included:
      1. What does the naming policy do?
      2. Why do we need an updated policy?
      3. What are the exceptions?
      4. Naming categories
      5. Naming process
    - ii. **ACTION:** Mark moved, "The District Advisory Committee concurs with the proposed Naming Policy and supporting documents as presented and recommends approval and adoption by the NCPRD Board of Directors."
      1. No second, the motion is lost.
      2. It was decided to bring the item back to the DAC in November after the Policy & Procedure documents were shared with the DAC.
  - b. 5-year Financial Forecast (Kia Selley)
    - i. The DAC was briefed on the 5-year Financial Forecast in March. The message this evening is consistent with the message delivered in March, which is that revenues are not able to keep up with the rising cost of doing business, largely due to the status tax base and minimal to no fee increases for services and programs. NCPRD uses approximately \$800,000 to 1.5 million each year, essentially dipping into savings, to cover the costs of operations. This is not a financial management issue, but a revenue issue.
    - ii. In the forecast, the System Development Fund, which are funds only eligible to use on capital projects that increase the capacity of the district to serve new residents, has been

increased for the Concord Property projects (the park, playground, and community center renovations) in place of some of those limited general fund revenues. By making this change in this forecast, the District remains solvent for an additional year to fiscal year 2031-32.

- iii. The Capital Repair and Replacement Program funding has also been updated to include the revenue from the sale of the Wichita Property. NCPRD is developing a fund within that program, where we can put land sale proceeds and secure them for property acquisition for the future.
- iv. NCPRD will use this forecast as a tool to develop the next fiscal year's budget.

c. DAC Bylaws Update (Chair DeCastro and Vice-Chair Elliott)

- i. Chair DeCastro will set up an electronic document with access for the DAC subcommittee to work on between next Monday and November 30<sup>th</sup> to allow plenty of time to propose changes before the December meeting.

#### IV. DAC Member Reports

a. Lisa Batey (Subarea 5)

- i. Two of the three COM parks are on track to be completed in October.
- ii. Monthly Cleanups:
  - 1. Second Saturday of every month at Minthorn Springs 9:30-noon.
  - 2. Third Saturday of the month at Elk Rock Island starting at 9:30am.
- iii. Relayed a concern brought to her regarding a plan to reduce or eliminate the Connections Magazine that the Center puts out.

b. Anatta Blackmarr (Subarea 2)

- i. Gave kudos to everyone who created the NCPRD Fiesta Latina Event.
- ii. There is a seed library at the Gladstone Library, and Oak Lodge library. Invites others to come to learn about the native plant species. Free native seeds are available at the library.

c. Mark Elliott (Subarea 2)

- i. Thanked NCPRD staff for the Facebook post about the Concord windows restoration. Mark shared appreciation for the extra effort that staff is making to bring that building back to its former glory.

d. Ali Feuerstein (Subarea 5)

- i. Echoed what Mark said. Thanked staff and everyone who contributed to the Concord Property project.

#### V. District Monthly Report

- a. **BOD Meeting:** The BOD held their quarterly meeting on September 18<sup>th</sup> where they approved the System Plan consultant contract with Design Workshop for Phases 3 and 4, and approved the Wichita Property sale to North Clackamas School District. This included a sale agreement and an Intergovernmental Agreement. The Board was briefed on the five-year financial forecast as well.
- b. **Supplemental Budget:** Included in the packet. This is a modification to the current fiscal year budget that has already been adopted. There was a public hearing since the increase was more than 10%. NCPRD coordinates with the County to follow the County's supplemental budget schedule. The two key drivers for the supplemental budget were the allocation of funds from two different SDC zones for the Concord Property construction priority, and we moved funds from the last fiscal year to the current fiscal year for the Concord Property.
- c. **Budget Committee:** Interviews have been completed, these will go to the Board for official approval on October 22.
- d. **Budget Calendar Highlights:**

- i. Nov: Budget 101 briefing to DAC and Budget Committee. Will request an appointment of a DAC Budget Committee Liaison.
  - ii. Feb: DAC will be briefed on the proposed budget.
  - iii. May: An informal budget briefing will be held.
  - iv. The Budget Committee cannot deliberate until after receiving the Budget Message and Budget document as per ORS 294.426.
- e. **Website Refresh:** Launch expected in 2025. Thanked all those who participated in the user test.
- f. **Concord Property Project:** Construction continued. On track for a grand opening next fall 2025.
- g. **Clackamas Property:** Next week the sale of the Clackamas Property will go to the Board for approval. The agenda for this meeting, including materials, should be posted tomorrow. Once the agenda is published, the DAC will receive a link to this webpage via email.
- h. **Thank You:** Thanked NCPRD Facilities and Aquatic Park staff for the deep cleaning and repairs to the Aquatic Park.
- i. **Fall Programming:**
  - i. Hoopers Basketball registration opened on September 3<sup>rd</sup>, with offerings for children grades kindergarten through high school. Over 300 youth have already enrolled, and when the season begins we expect to have over 1,500 registered players.
  - ii. Fall classes began September 23<sup>rd</sup>, which included 37 adult and 11 youth offerings. We have 834 participants registered, which is a 23% increase from the previous fall registration.
  - iii. Halloween Bash and Movie Night hosted at the Milwaukie Community Center on October 26<sup>th</sup>.
- j. **Staff Promotion:** Kallie Guentner has been promoted to the position of Financial Services Supervisor through a competitive external recruitment process.

VI. **Public Comment**

- a. None



# NCPRD Naming Policy

October 9, 2024

# What does the naming policy do?

NCPRD's Naming Policy establishes a systematic and consistent approach for the naming of major assets, including parks, natural areas, trails, and facilities.





# Why do we need an updated policy?

The current NCPRD Naming Policy was last approved in 2006.

The existing policy no longer meets the needs of the district and includes outdated information not in alignment with NCPRD's operational or engagement best practices.

The new naming policy will include:

- Greater detail on applicability and restrictions
- Clear and defined naming categories
- Recognition and involvement of indigenous communities
- Step-by-step naming process, led by NCPRD staff



# What are the exceptions?

- Previously named parks transferred from another agency to NCPRD.
- Future park sites where a name has been specified as a component of a purchase and sale agreement or other contractual agreement supported by the District Advisory Committee (DAC) and approved by the Board of Directors.
- Park facilities where naming rights are conveyed to an individual or business in return for financial remuneration to NCPRD, as specified in a contractual agreement supported by the DAC and approved by the Board of Directors.
- Facilities that NCPRD operates but does not own; the owner(s) of such facilities shall retain authority for their naming or renaming.



# Naming Categories

Geographic/Special  
Features

Historic

Indigenous or Cultural

Native Flora and  
Fauna

Outstanding  
Individuals &  
Community  
Organizations

Businesses



# Naming Process

## Soliciting Applications

A minimum of 30 days will be provided for the public submission process, and applications will be accepted through NCPRD communication channels.

## Committee Review & Recommendation

Proposals will be considered by a designated naming committee.

## Communicating Name Decision

Once the decision has been made, NCPRD will communicate the name to applicants, the DAC, and the public within two weeks.



## Public Notification

NCPRD will submit a public notification and promote the naming opportunity with the community.

## Preparation of Submissions

Following the application closing deadline, NCPRD staff will collect, aggregate, and review all submitted proposals

## Board Review & Approval

The NCPRD Board of Directors reviews the recommendation and either approves or declines the name.

# Thank you

Melina DeFrancesco  
Marketing & Communications  
[mdefrancesco@ncprd.com](mailto:mdefrancesco@ncprd.com)





<input type="checkbox"/>	Administrative Policy
<input type="checkbox"/>	Operational Policy

## Clackamas County Policy

Name of Policy	Park and Facilities Naming Policy	Policy #	
Policy Owner Name	North Clackamas Parks and Recreation District	Effective Date	
Policy Owner Position		Approved Date	
Approved By		Next Review Date	

**I. PURPOSE AND SCOPE**

This policy establishes a systematic and consistent approach for the naming of major assets, inclusive of parks, natural areas, trails, and facilities. This policy does not apply to asset naming that results from sponsorships or major gifts.

This policy applies to properties owned by North Clackamas Parks and Recreation District.

**II. AUTHORITY**

County Code 2.09.060 authorizes the County Administrator to draft administrative rules and implement operational policies.

**III. GENERAL POLICY**

This naming policy outlines the guidelines and standards for naming conventions within NCPRD to ensure consistency.

**IV. DEFINITIONS**

- a. Naming: The permanent name assigned by North Clackamas Parks and Recreation District (NCPRD) to a park, natural area, facility, or trail.
- b. Park: Open space owned or managed by NCPRD that has been developed for active or passive recreation, community gathering, educational, or aesthetic purposes.
- c. Natural Area: Open space owned or managed by NCPRD where the primary purpose is the conservation of the natural environment. Such parks typically have minor improvements for access to natural resources with minimal impact to the environment.
- d. Facility: Major structures such as community centers, swimming pools, and administration offices
- e. Trail: Trails that connect communities within and beyond the district or to regionally significant natural features, such as rivers and streams, and often across several neighborhoods.
- f. Donation: The giving of property, goods, cash, or time to NCPRD with no expectation of return.
- g. Sponsorship: The giving of financial or in-kind support from an individual or corporation for a specific service, program, facility, park, or event in return for certain benefits.

**V. POLICY GUIDELINES**

- a. The naming of a park, facility, trail, or natural area is significant and should be approached in a thoughtful manner. In considering proposals for the naming or renaming of NCPRD properties, the following principles should be followed:

1. Positive & Welcoming: Names will elicit a strong positive image for all district residents and visitors and have a symbolic value that enhances the character of the park, facility, or trail.
2. Relevant: Names shall be relevant to NCPRD's mission and community character and be appropriate in regard to the property's location and/or history.
3. Fact-based: Research and evidence shall be used to determine suitability of proposed names.
4. Broad Support: Names shall have broad public support. No special privilege shall be given to any named entity of a park, facility, or trail.

**VI. PROCESS AND PROCEDURES**

- a. See addendum A.

**VII. ACCESS TO POLICY**

- a. This policy will be posted on the NCPRD website.

**VIII. ADDENDA**

- a. Process and Procedures

**Actions on this Policy:**

Original Policy effective date:

Amended Policy effective dates:



Administrative Policy

Operational Policy

## Clackamas County Policy

### NCPRD Parks and Facilities Naming Policy: Addendum A. Process and Procedures

#### I. PROCEDURES & GUIDELINES

- A. Timeline: The naming process should be completed prior to the opening of a new park, trail, or facility.
- B. Applicability: This policy shall apply to the naming of NCPRD parks, trails, and facilities, except as outlined below:
1. Previously named parks transferred from another agency to NCPRD.
  2. Future park sites where a name has been specified as a component of a purchase and sale agreement or other contractual agreement supported by the District Advisory Committee (DAC) and approved by the Board of Directors.
  3. Park facilities where naming rights are conveyed to an individual or business in return for financial remuneration to NCPRD, as specified in a contractual agreement supported by the DAC and approved by the Board of Directors.
  4. Facilities that NCPRD operates but does not own; the owner(s) of such facilities shall retain authority for their naming or renaming.
- C. Restrictions: NCPRD reserves the right to rename any district property if the person or symbol for whom it is named is revealed to not or no longer align with NCPRD's values.

Park, facility and trail names will be prohibited that:

1. Violate or promote the violation of federal, state, or local laws.
2. Infringe on copyright or intellectual property rights.
3. Use graphic, obscene, explicit, violent, threatening, sexist, racist, or other offensive language or imagery.
4. Compromise public safety and security.
5. Provide false, defamatory information.

#### II. NAMING CATEGORIES

- A. Assets shall be selected from one of the following categories and shall not duplicate the name of another asset in the community:



1. Geographic/Special Features: Place-based names (street, subdivision, area, etc.) or special features can help improve ease of locating district amenities and can help establish a sense of place.
2. Historic: References to the past can educate the community about historical context and preserve memories of groups, elements, symbols, and/or events connected to the place-based history within the district.
3. Indigenous or Cultural: Indigenous names or symbols as recommended by the tribal governments or cultural communities.
4. Native Flora and Fauna: Naming a park after native flora or fauna illustrates the value the community places upon nature.
5. Outstanding Individuals and Community Organizations: This category is designed to acknowledge the sustained contribution that has been made by individuals, living or deceased, and outstanding civic groups or non-profit organizations to the development and management of NCPRD's park and recreation system. This naming approach requires compliance with the following criterion:
  - a. When 50% or more of the value of the parkland is donated or;
  - b. When 50% or more of the value of the development costs are donated or;
  - c. When an individual/family/community organization has made a significant and sustained contribution to the community and/or NCPRD over the course of many years.
6. Businesses: Pursuant to the Sponsorship Policy, a business may have a park, facility, or trail named after it for a defined period of time as established in a Naming Rights Sponsorship Agreement.

### **III. PARK RENAMING GUIDELINES**

#### **A. Renaming Request Applications require the following:**

1. The proposed name.
2. Written justification for the proposed name addressing the NCPRD policy and guidelines for property naming.
3. Written justification for changing the established name.
4. Identification of the interested/impacted stakeholders.
5. The application should include a depiction/map showing the location of the park, trail, or facility.
6. The application should be submitted to [info@ncprd.com](mailto:info@ncprd.com).

#### IV. NAMING PROCESS STEPS:

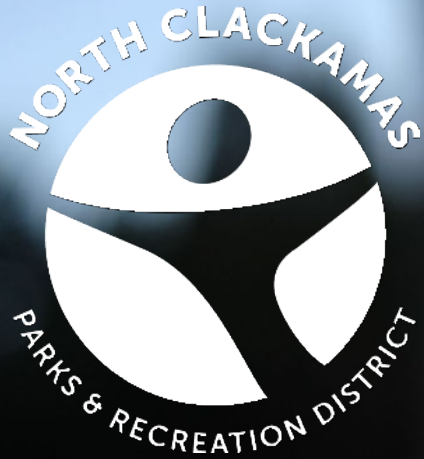
A. To ensure an equitable and transparent naming process that is consistent for all district residents, only submissions that follow NCPRD's naming process and use the designated communication channels will be considered. The naming process steps are as follows.

1. Step 1, Public Notification: NCPRD will submit a public notification and promote the naming opportunity with the community and applicable organizations, including but not limited to: NCPRD District Advisory Committee (DAC), City of Milwaukie, tribal government(s) and/or communities, community planning organizations (CPOs), and neighborhood associations.
2. Step 2, Soliciting Applications: Applications to name a park or facility are then completed by community members and groups, and submitted through the designated NCPRD communication channels. Acknowledgement of receipt or application will be provided either electronically or by phone. A minimum of 30 days will be provided for the public submission process. Application collection methods may include online, printed, and in-person tactics.
3. Step 3, Preparation of Submissions: Following the application closing deadline, NCPRD staff will collect, aggregate, and review all submitted proposals to ensure alignment with the naming policy in preparation for the naming committee review.
4. Step 4, Committee Review and Recommendation: Proposals will be considered by a naming committee representing, but not limited to: NCPRD Director or designee, NCPRD Deputy Director or designee, District Advisory Committee representative, tribal government(s) and/or community representative, identified community planning organization representative, or neighborhood association representative.

The designated naming committee will convene within two months following the application deadline to review naming proposals. The naming committee reviews proposals, conducts additional research and develops written recommendations for staff and the Board of Directors. A recommendation from the committee must have at least 2/3 majority vote in support of the name.

- a. If none of the submitted proposals are acceptable to the committee, the committee may submit a new proposal based on their discussion and public input. Additional naming committee discussions will be held in open public meetings.
5. Step 5, Board Review and Approval: The NCPRD Board of Directors reviews the recommendations and either:

- a. Accepts the committee recommendation.
  - b. Declines the committee recommendation, in which case the committee may choose one of three options:
    - i. The naming committee continues review of other submissions; or
    - ii. The naming committee may suggest a new option based on their discussions and public input to date; or
    - iii. The process starts over with a new solicitation of names from the community.
6. Step 6, Communicating Name Decision: Once the decision from the Board has been made, NCPRD will be responsible for communicating the name to applicants and the District Advisory Committee within two weeks. The name will be publicized and shared with the community.
- a. Appeals: Any person whose request to name/rename a district property is denied may appeal to the NCPRD Board of Directors by petition through the County Administrator.



# Fiscal Year 2025-26 Budget Kick-Off

# Budget Structure

## 5 Funds

- NCPRD General Fund
- System Development Charge Funds (3)
- Capital Projects Fund

## Terms used in the budget

### Appropriations

The amount budgeted to spend

### Reserves

Funds set aside for future spending

### Capital Outlay

A budget category for items having a value of \$10,000 or more and a useful economic life of more than one year

### Expenditure

Outlay of funds which is chargeable for a specific period, usually one fiscal year.

### Resources

Equals cash available plus total revenues

### Fiscal Year

12-month period to which the annual operating budget applies, July 1 – June 30

### Revenue

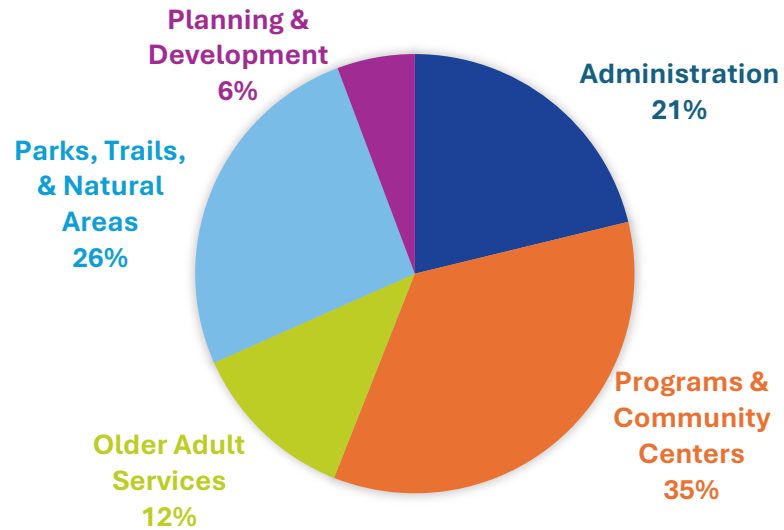
Income received to support programs provided to the community

### Requirements

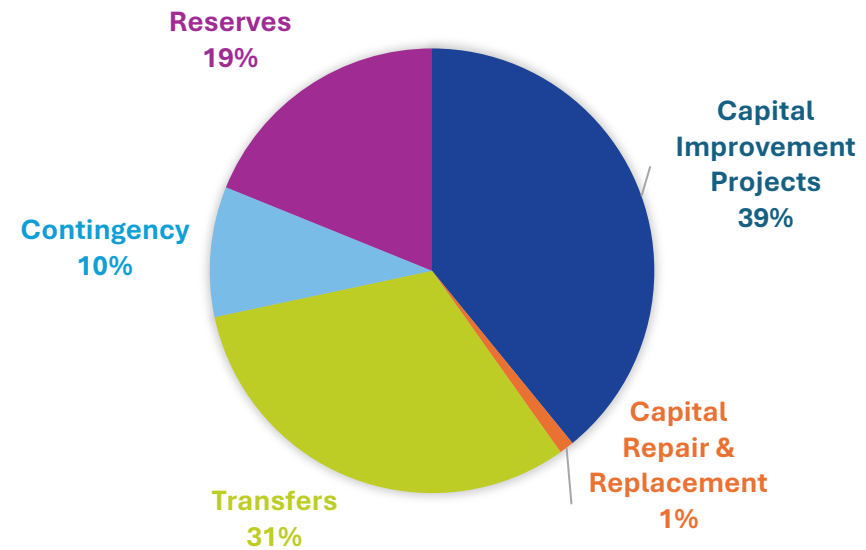
Equals appropriations plus reserves

# NCPRD Budget FY 24-25: \$61.5 million

Operating: \$11.7 million



Non-Operating: \$49.8 million



# General Fund Resources

## Administration

- Property taxes & special use permits

## Programs and Community Center

- Class registrations, lessons, facility rentals, special events, contributions, & donations

## Older Adult Services

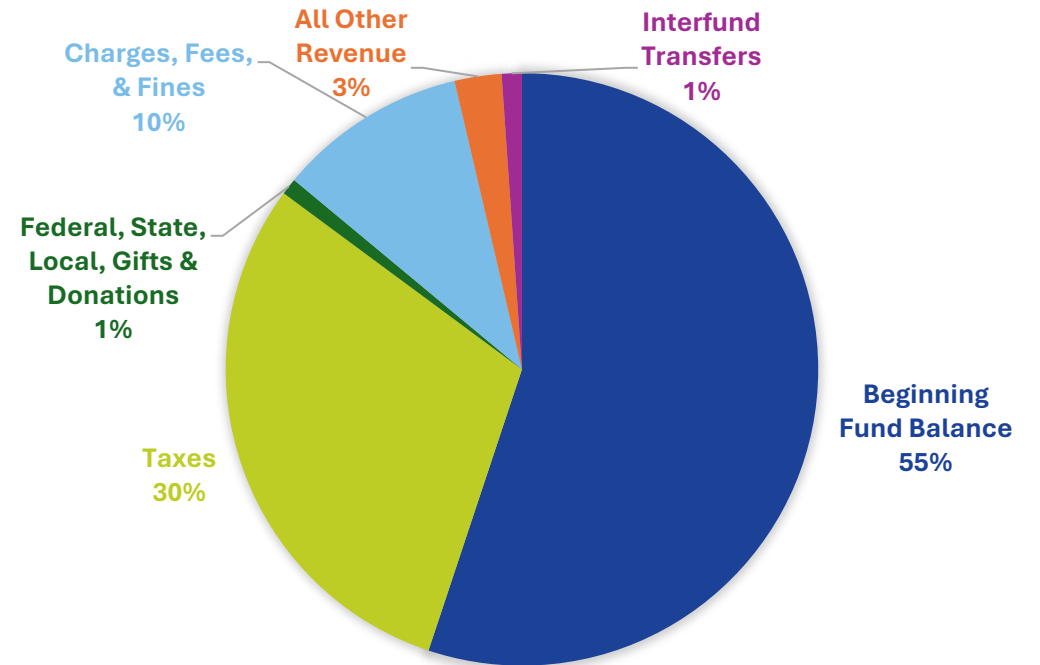
- Contributions & donations, travel program, special events, & Social Services funding

## Parks, Trails, and Natural Areas

- Facility rentals & grants

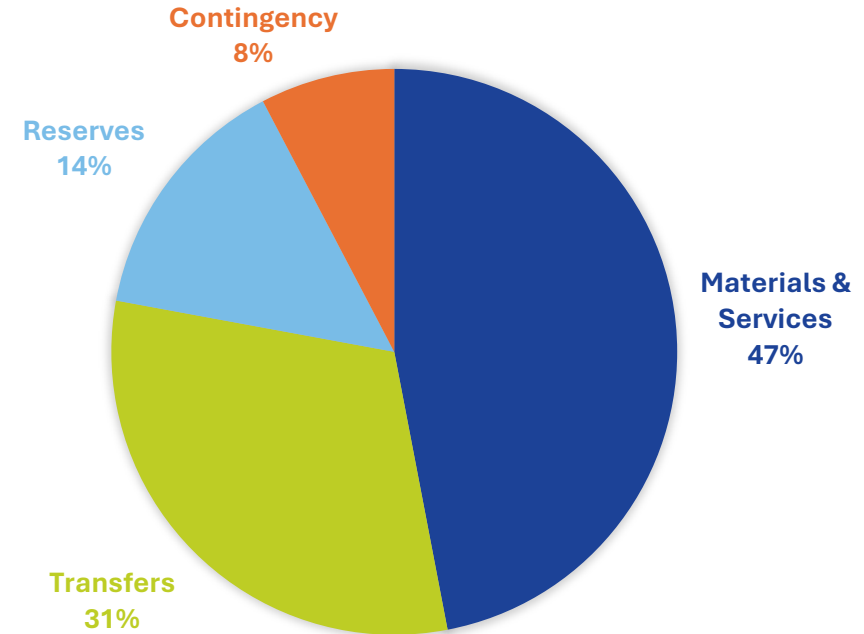
## Planning and Development

- Grants



# General Fund Expenditures

- NCPRD personnel
- Materials & services
- Transfers
- Allocated costs
- Contingency
- Reserves

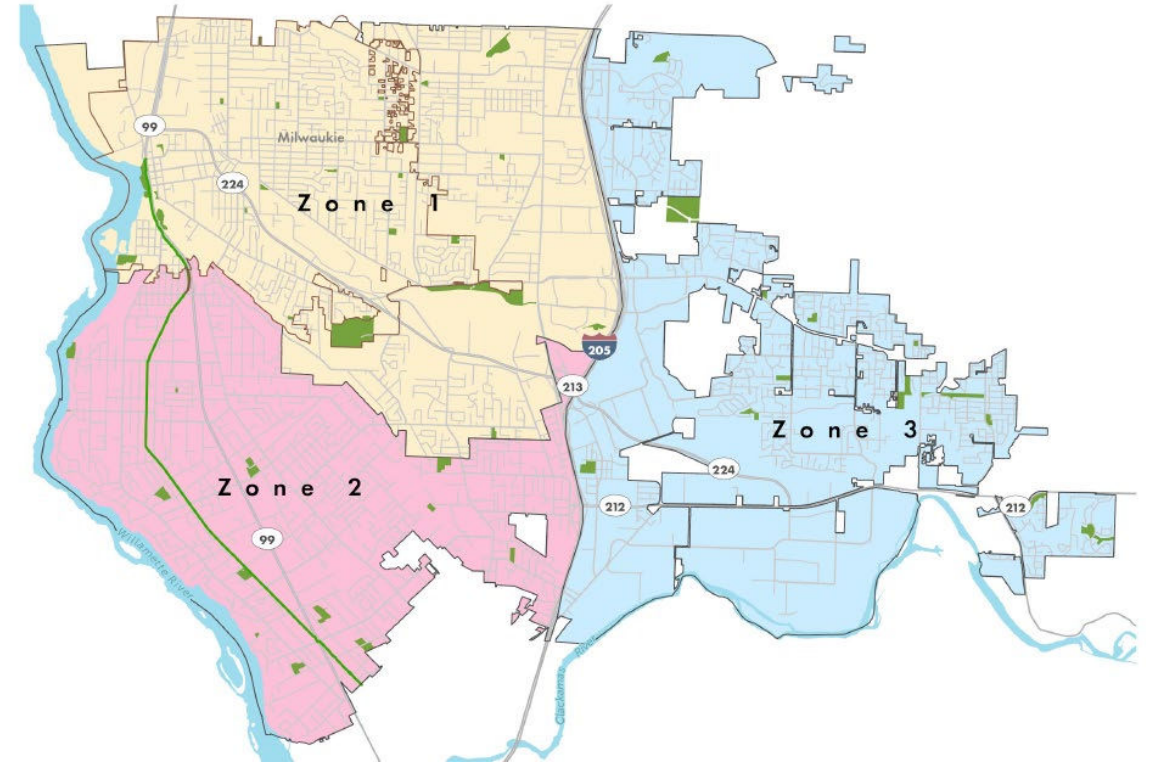


*NCPRD General Fund Total Budget \$24.8 million*



# System Development Charge Funds (SDC)

- One-time fees for new development/significant redevelopments
- Funds new capital projects to serve growth
- Cannot be used for operations or maintenance
- Fees collected in 3 Zones



# Capital Projects Fund

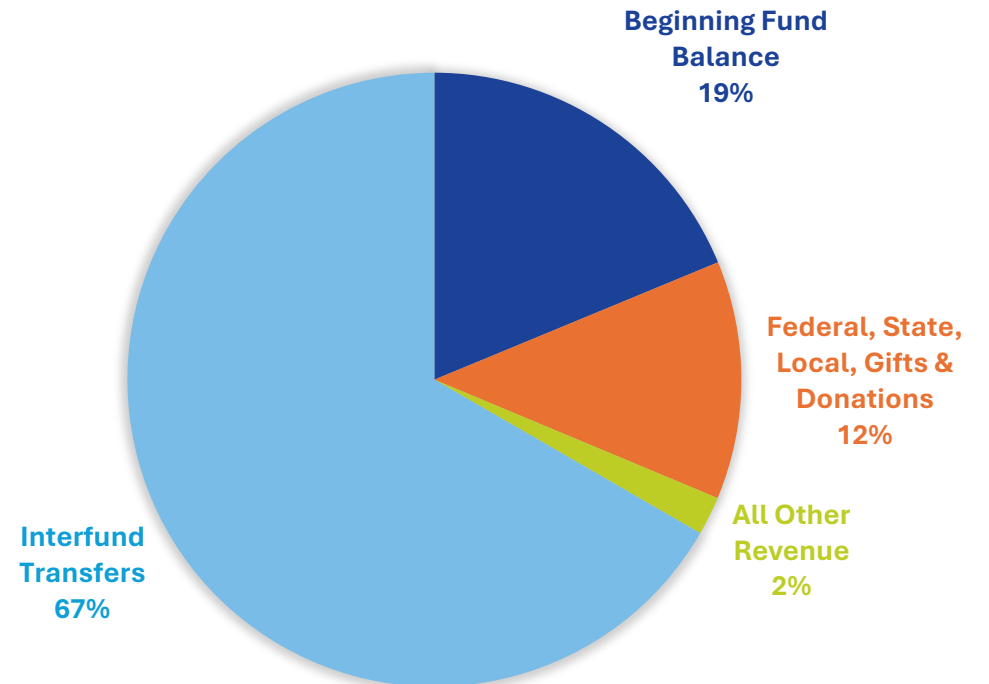
## Capital Improvement Projects\*

- To be identified in the System Plan Capital Improvement Projects List
- SDC eligible

## Capital Repair and Replacement\*

- Major repairs or replacements of assets

*\*Total cost must exceed \$10,000 with a useful life exceeding one year*



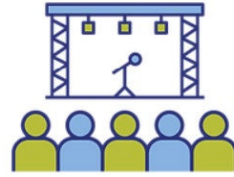
# FY 2023-24 Accomplishments



**171,467** visitors at North Clackamas Aquatic Park



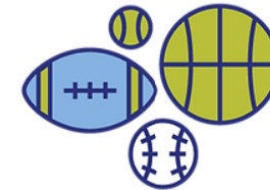
swim lessons for **3,134** participants



**7,600** attendees at **22** community events



**3,570** native plants planted



**14,819** recreation & sports program participants



Launched System Plan Project




Commenced construction at Concord Property for new park, playground, and renovated community center



**46,132** volunteer hours

# Opportunity for Community Input

- Budget Proposal form located online
- Submit proposals by December 15th for upcoming fiscal year
- Previous submissions received:
  - Additional parking options at Pfeifer Park
  - Enhancements to North Clackamas Park playground and dog park

 NORTH CLACKAMAS  
PARKS & RECREATION DISTRICT


## Budget Proposal

Fiscal Year 2025-26 (July 1 – June 30)

NCPRD invites input from the DAC, district residents, staff and other interested parties to submit project proposals for the annual budget process. Proposals will be analyzed for financial impact, diversity, equity, inclusion, and feasibility. Proposals received prior to December 31st of each year will be analyzed during budget development for the upcoming fiscal year. All submissions will be reviewed annually and retained, whether or not they are funded in that budget development period.

Should we receive multiple submissions for the same project, they will be combined and considered as one proposal.

---

**Date \***  
 /  /    
MM DD YYYY

**Name \***  
   
First Last

**Phone Number**  
 -  -   
### ### ####

**Email \***

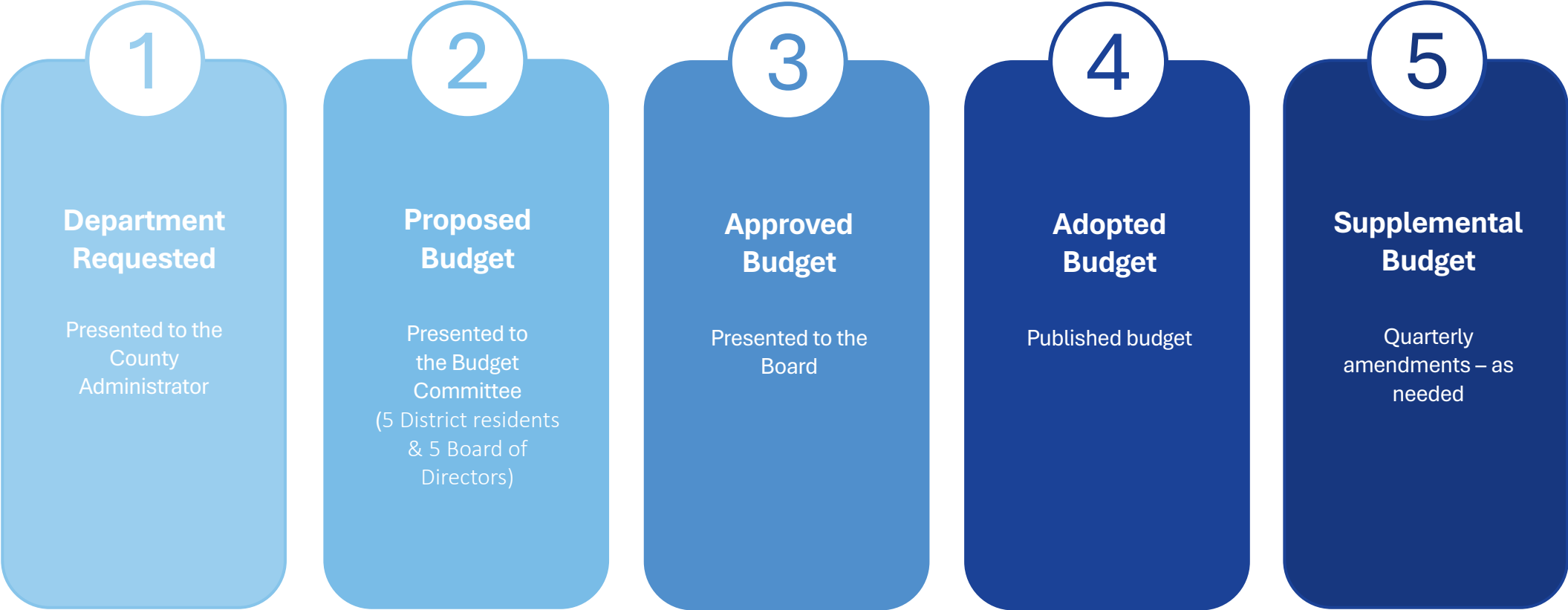
**Brief Description**

**Item Category**  
ADA Compliance ▼

**Park/Facility**  
3-Creeks Natural Area ▼

**Project Description (What is being proposed?) \***

# The Budget Process



# Public Budget Calendar

## November

- DAC & Budget Committee Meetings – Budget 101 & input

## February

- DAC & Budget Committee Meetings – Proposed budget preview & discussion

## May

- DAC Meeting – FY 25-26 Proposed Budget overview
- Annual Budget Committee Meeting to approve FY 25-26 Proposed Budget

## June

- NCPRD Board of Directors adopts FY 25-26 Approved Budget

# Role of DAC in Budget Process

## Provide input:

- Property acquisition
- Capital projects
- Planning projects
- Programs, services, and events

## Provide information and support:

- NCPRD Budget Committee



# DAC Budget Committee Liaison

- DAC to appoint a liaison
- Communicate DAC values and priorities
- Service as Committee resource
- Share DAC comments and/or concerns





# DAC Discussion



# Planning & Development FY 25-26 Draft Projects List\*

## Long Range Planning:

System Plan Adoption/Wrap Up

Trails Network Plan Kickoff/Plan Development

SDC Methodology Update

## Capital Projects:

Concord Park & Community Center Construction/Opening

Park at Jennings Lodge Campus Design and Permitting

Justice Property Concept Design and Consultant Selection

Milwaukie Bay Park (on hold)

FY 25/26 Timeline			
Q1	Q2	Q3	Q4
■			
■	■	■	■
	■	■	
■	■		
■	■	■	■
			■

\* The System Plan will be identifying a more robust capital projects list in the spring of 2025

# Program Funding FY 24-25

## Percentage of Program budget not funded by fees, donations, or grants

### Older Adult Services

- Nutrition (Meals on Wheels, Pete’s Cafe, Trillium Lunch)
- Transportation (Travel Trips, Bus Services)
- Social Services (Workshops, Clinics, Respite & Support Groups)

### Recreation

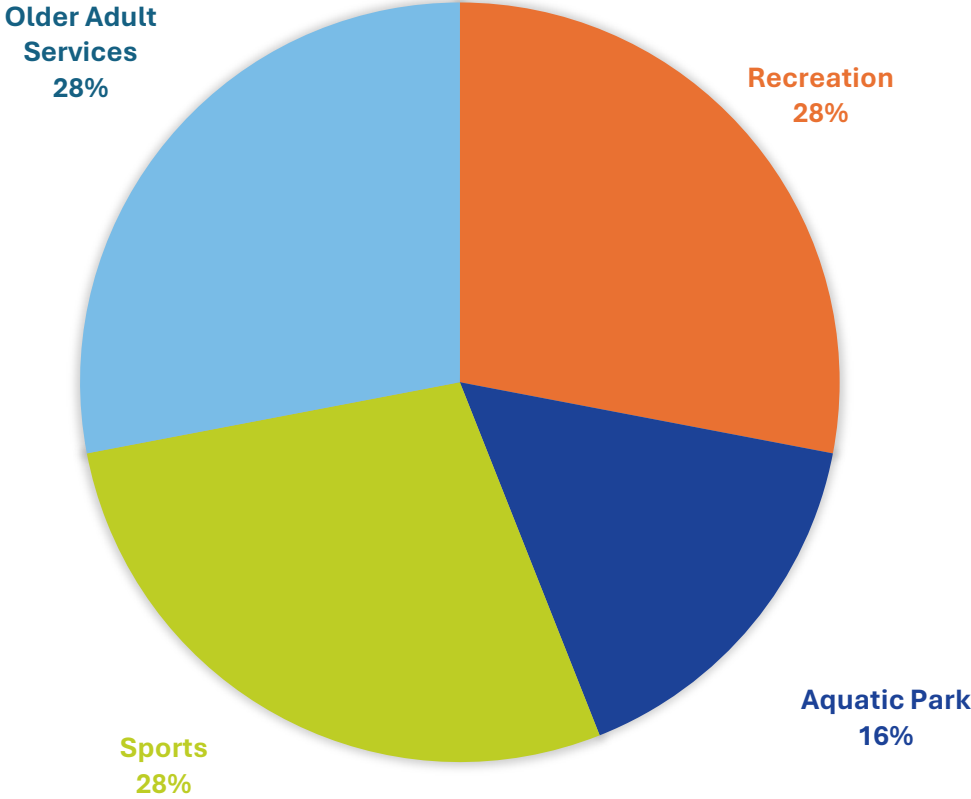
- Adult Recreation (Art, Fitness, Mind & Body, etc.)
- Youth Recreation (Dance, Camps, RecMobile, etc.)
- Special Events (Concerts, Movies, Cultural, Holiday, etc.)

### Sports

- Adaptive & Inclusive Sports (Basketball, Cheer, Soccer)
- Adult Sports (Softball, Open Gym)
- Youth Sports (Cheer, Flag Football, Hoopers, Volleyball)

### Aquatic Park

- Recreation Swim (Big Surf, Sensory Swim, Parent Preschool)
- Aquatic Fitness (H2O, Lap Swim)
- Swim lessons
- Lifeguard Training & Education



Thank You





October 16<sup>th</sup>, 2024

To: Laura Buhl, Community Green Infrastructure Program Administrator  
Department of Land Conservation and Development  
635 Capitol Street NE Suite 150  
Salem, OR 97301  
[laura.buhl@dlcd.oregon.gov](mailto:laura.buhl@dlcd.oregon.gov)

Re: Letter in favor of the Park at Jennings Lodge Campus application for DLCD Community Green Infrastructure Grant

Dear CGI Grants Committee,

The District Advisory Committee (DAC) makes recommendations to the North Clackamas Parks and Recreation District (NCPRD) Board of Directors on the design, planning and development of parks and the provision of recreational programs in the district. Members of the DAC and the Board of Directors are important in representing residents' voices in NCPRD decisions and policies.

As identified in NCPRD's 2004 and 2015 master plans as well as the current System Plan underway, the area in which Jennings Lodge Elementary School resides needs additional neighborhood park opportunities to provide the livability required for the thousands of people who live there. On February 8<sup>th</sup>, 2023, the District Advisory Committee approved the addition of the Park at Jennings Lodge Campus to the list of projects to receive System Development Charges, making it eligible to utilize SDCs to help fund the Park construction. The District Advisory Committee is in favor of the Park at Jennings Lodge Campus because it will provide more children, residents of color, and low-income residents with high-quality nature and recreational opportunities that they may not otherwise access.

NCPRD's System Plan work, with which we have been heavily involved, has shown a strong resident interest in increasing access to neighborhood parks: over half of respondents to an open survey conducted this summer indicated this as a "very important" or "essential" improvement to consider for NCPRD's future investments. Survey respondents also expressed a strong desire for more trails, ecological restoration, and play areas for children—all of which are aspects emphasized in the design our community chose for the Park at Jennings Lodge Campus. The broader community has been engaged in this project through various tabling events and open houses. The District Advisory Committee feels that the resulting park design is reflective of our community's desires and concerns.

We ask for your favorable consideration of the grant application to fund this project.

Thank you,

Jeanette DeCastro, Chair  
District Advisory Committee  
North Clackamas Parks and Recreation District



# NORTH CLACKAMAS

## PARKS & RECREATION DISTRICT

### NCPRD MONTHLY DIVISION REPORT

Prepared for the NCPRD District Advisory Committee (DAC)

Reporting Period: October 2024

DAC Meeting Date: November 13, 2024

#### ADMINISTRATION

#### FINANCE

- **Budget Committee Recruitment:** The Board appointed the three recommended Budget Committee members: Grover Bornefeld, Robert Key, and Wendy Rader.
- **Nov.13, 2024, DAC Meeting:** Fiscal Year 2025-26 Budget Kick-off presentation.
- **Budget Proposal Form:** Available online for project proposals for the annual budget process. Form can be found: <https://ncprd.wufoo.com/forms/q1b6z3uk02b9ghx/>
- **Fiscal Year 2023-24 Audit:** The audit is wrapping up, and financials will be available for review near the end of November.
- **1<sup>st</sup> Quarter Financials:** These are included in the packet for review.
- **Staffing:** NCPRD is pleased to announce that Kallie Guentner has been promoted to Financial Services Supervisor, following a competitive hiring and interview process.

#### Looking Ahead

- **Late November:** Budget Committee Orientation.
- **February 2025:** High-level Fiscal Year (FY) 25-26 proposed budget presentation to DAC.
- **March 2025:** FY 25-26 proposed budget reviewed with the County Administrator.
- **May 2025:** FY 25-26 proposed budget distributed and annual Budget Committee Meeting. An informal budget briefing will be held with the DAC.
- **June 2025:** FY 25-26 approved budget adopted before the NCPRD Board of Directors.

#### MARKETING & COMMUNICATIONS

- **Website Refresh:** Completed the draft wireframes, which are currently in review with the internal team. The wireframes provide a basic visual representation of the layout for key web pages.
- **Outside Insider:** Sent out districtwide Outside Insider e-newsletter to 10,396 subscribers, which received a 42% open rate. The e-newsletter is one of the NCPRD's primary

communication channels for increasing engagement around programs, events and projects. [View October Outside Insider here.](#)

- **MCC Connection:** Produced and distributed the [November-December Milwaukee Community Center Connection](#). The magazine-style newsletter is released every other month to promote center programs and services.
- **Year in Review:** Development of content and production of the 2023-2024 FY Year in Review is underway to highlight accomplishments and successes across all divisions.
- **Fall & Winter Program Promotion:** Continuing program for fall programs and events, while gearing up and developing materials in preparation for winter registration.

### Looking Ahead

- **November 2024:** Outside Insider e-newsletter will go out prior to winter registration opening. Finalizing website wireframes and continuing with content development.

## PLANNING & DEVELOPMENT

### PLANNING PROJECTS

- **Park at Jennings Lodge Campus:** Design on the park and Jennings Lodge Campus is underway and is currently 50% complete. The design has been submitted to County Planning for Design Review. Staff are currently preparing four grant applications that will help fund construction. A public process will be conducted to select a name for the new park prior to the park opening.
- **Park at Concord Property:** Construction continues at the site. Early grading of the parking lot is complete. Site work is ongoing at the detention pond (SW corner of the property along SE Concord Rd) and the contractor will be pouring footings the first week of September. Project completion is anticipated in the fall of 2025. A web camera provides a view of site construction, refreshed every few minutes. You can access the camera as well as construction updates for the park and community center using this link: [new.express.adobe.com/webpage/IG5Adw6CT4y1Vs](https://new.express.adobe.com/webpage/IG5Adw6CT4y1Vs).
- **Playground at Concord Property:** Early site work has begun to prep the area for playground construction. Construction is scheduled to begin in late 2024.
- **Community Center at Concord Property:** The Concord building roof replacement project wrapped up at the end of October. Flooring abatement around the new lobby and elevator pit is progressing. The contractor poured the concrete slab at the ground floor



entry (see photo). The installation of the new HVAC (heating and cooling system) is underway. The building is expected to open to the community in fall 2025.

- **System Plan:** Phase 1: Assessment, and Phase 2: Initial Community Engagement are complete. The consultant team is working with staff to draft the Vision and Goal statements for the System Plan based on the assessments and feedback collected during the initial phases of the project. Draft vision and goals content will be presented to the DAC for discussion and feedback during the winter of 2024/2025.
- **Trails Network Plan:** The Oregon Department of Transportation (ODOT) and the Oregon Department of Land Conservation and Development (DLCD) have reviewed and approved the scope of work for release in a Request for Proposal (RFP). The project is on track for selection of a consultant in the fall of 2024 and project kick-off by summer 2025. This project is administered and funded by the Oregon Department of Transportation.

### **PARTNER PROJECT SUPPORT (non-NCPRD projects)**

- **River Forest Creek - Willamette Confluence Large Wood Replacement:** A North Clackamas Watershed Council-led project. The proposed undertaking will be utilizing the existing boat launch at the end of SE Oak Grove Boulevard to offload logs into the project area. The project is in the final phase of construction, which is the completion of the log jam. There was a delay in starting because of high water levels, so an extension to the instream work window was secured. The boat launch will be closed from Aug. 1 - Sept. 30, 2024; however, construction is anticipated to reach into October about a week.
- **Kellogg Creek Confluence Restoration and Community Enhancement Project (impoundment sediment sampling):** This project is a collaborative effort led by the North Clackamas Watershed Council, the City of Milwaukie, Oregon Department of Transportation, and American Rivers. On-water drilling and sampling activity at Kellogg Lake impoundment were completed. The equipment was crane lifted out of the Middle Impoundment thereafter and removed from Kronberg Park. Two containers with 55-gallon drums remain pending lab analysis; these will be removed in the next couple of months. All environmental samples have been delivered to ALS Lab in Kelso, WA, and the geotechnical samples are being tested at GRI's Tigard lab.
- **Beebe Island Side Channel Reconnection Project:** A Clackamas River Basin Council (CRBC) led project. The project proposes to improve side channel connections at the inlet, as well as off-channel alcove habitat. CRBC has developed a final design concept and will be advancing the design to be ready for obtaining the necessary permits.
- **Johnson Creek Confluence Restoration:** A Johnson Creek Watershed Council led project. This project will construct large wood complexes in the lowest reach of Johnson Creek, including the confluence with the Willamette River. The proposed undertaking will be utilizing the existing boat ramp at Milwaukie Bay Park to offload logs into the project area; however, this undertaking will not adversely affect NCPRD. Exact construction dates are to be determined.
- **Boardman Sewer Line Replacement at Trolley Trail:** An Oak Lodge Water Services District-led project. This project will replace a section of wastewater main near Boardman Avenue and Hwy 99E in late summer/fall 2024. There will be flaggers, resulting in delays to



trail users of no more than 20 minutes. A proposed trail re-routing will also be available during construction.

- **Construction of Aquifer Storage Recovery (ASR) Building at Sieben Park:** A Sunrise Water Authority (SWA) led project. The ASR building is approximately 200 sf and will be constructed along the eastern boundary of NCPRD's Sieben Park. SWA is working on re-submitting their non-conforming land use application. Once land use is obtained, they will begin progressing with designs for construction.
- **3-Creeks Natural Area Floodplain Enhancement Project:** A Water Environment Services (WES) led project. This project will enhance the floodplain, improve water quality, improve fish and wildlife habitat, and provide opportunities for pedestrian access and environmental education on the site, where feasible. NCPRD received 90% of plans, specifications, and cost estimates for the 3-Creeks stream restoration project for review and comment.

### CAPITAL IMPROVEMENT PROJECTS FY 24-25

Item	Current Activity	Next Steps	Timeframe
System Plan	Initiating Vision, Goals, and Strategies development	Vision, Goals, and Strategies development and refinement. Creation of a draft System Plan map.	Fall/Winter 2024
Trails Network Plan	Finalization of RFP for consultant selection	ODOT to hire consultant	Fall 2024
Ball Fields Study	On hold pending System Plan results	-	-
Park at Jennings Lodge Campus	Advance design development; staff to apply for grants to help fund construction	8-week Design Review process with County Planning; advancement of construction drawings; refinement of cost estimate	Fall/Winter 2024
Park at Concord Property	Advise on construction activities and cost control	Advise on construction activities and cost control	Fall 2025
Playground at Concord Property	Change order approval from Board of Directors	Construction is anticipated to begin by winter 2025	Fall 2025

Community Center at Concord Property	Roof replacement and new elevator work underway. Develop scope of interior building improvements	Advise on construction activities and cost control as needed	Fall 2025
Natural Area at Hull and Swanson Property	On hold pending System Plan results	-	-
Park at New Urban High School	On hold pending System Plan results	-	-
Park at Justice Property	Complete site due diligence	Prepare Request for Proposal for design	Winter 2025
SDC Methodology	On hold. Pending completion of System Plan	-	-
Milwaukie Bay Park	On hold	-	-

## PROGRAMS & COMMUNITY CENTERS

### AQUATICS

- Ongoing Spa Repair:** A significant leak was discovered during September's shutdown. American Leak Detection identified the leak's location, and NCPRD staff exposed the crack in the underground plumbing. We are currently seeking bids for repair.
- Daughters of Triton:** This local synchronized swimming group performed for family and staff.
- Aquatic Park Front Entry Glass:** A large windowpane above the entry was replaced.



### Looking Ahead

- December 2024:** We'll be hosting our winter Lifeguard Class and staff recertification.

### OLDER ADULT SERVICES

- **Mah Jongg Tournament:** The Milwaukie Community Center (MCC) Foundation hosted its annual Mah Jongg Tournament on Oct. 19. Over 90 players gathered to have lunch and enjoy an afternoon of Mah Jongg. This Fundraiser raised over \$3,000 to help support the MCC's programs and services.



- **Supplemental Firewood Program:** This program is designed to assist low-income seniors who use firewood as a primary or supplemental heating source. This program is powered by volunteers who split and stack the donated wood.

### Looking Ahead

- **Nov. 24, 2024:** Traditional Thanksgiving Dinner, Milwaukie Community Center, 4-6 p.m., reservations required, \$18 per adult, \$10 for children 12 and younger.

### RECREATION AND SPORTS

- **HallowTeen Night:** With 35 attendees, HallowTeen Night was a great way to kick off the festive season and foster a sense of community among teens. It provided a safe space for fun, creativity, and socializing. Teens ages 11-17 enjoyed interactive activities and games, including a Halloween-themed Bingo game.

- **Halloween Bash and Movie Night:** This event was tremendously successful, with 575 attendees. This community-wide celebration brought families dressed in costume together for an evening of festive activities, spooky music, and trick-or-treat fun. Attendees explored themed rooms, participating in creative crafts, such as making a wizard hat and wand, tasting a secret potion, and making a lollipop ghost. Live performances included The Tuesday Plus Trio and Studio One Dance. Rotary Club of Milwaukie, Milwaukie Elks Lodge, Bonaventure Senior Living, and Milwaukie Community Center Foundation graciously donated candy for the event. The evening ended with a big screen showing of *Monsters, Inc.*



- **Sideout Volleyball:** Players demonstrate their newly learned skills in a fun and supportive environment. Matches began on Oct. 12 and will conclude with a season-ending tournament on Nov. 16.
- **Pre-Kindergarten Multi-Sport:** The program concluded on Oct. 23. Participants and their parents enjoyed learning the fundamentals of soccer and basketball together.
- **Winter Cheer and Dance:** Registration for the coed cheer and dance program opened on Oct. 8 and closes on Nov. 29. The program kicks off on Jan. 20.
- **Adult Softball:** The Fall Frenzy league ended on Oct. 27. It had 29 teams and 465 players participating on Sundays on the Nelson Sports Complex fields.

- **Hoopers Basketball:** Registration for this kindergarten through high school program opened on Sept. 5. Nearly 900 players have already registered to participate, and we expect nearly 1,600 youth to play Hoopers Basketball this winter.
- **Shooting Stars:** Registration is underway, with 27 registered; we anticipate having 70 players participating this winter. The Shooting Stars program serves players with additional needs and disabilities.
- **Basketball Clinics:** The youth clinics have 71 athletes developing and sharpening their basketball skills. They take place on Saturdays in the Mount Scott Elementary gymnasium.
- **North Clackamas Park Ballfields:** The youth baseball and softball season concluded on Oct. 29. The fields will close for the winter on Nov. 7 after the final youth micro and mini soccer games.

### Looking Ahead

- **Nov. 15, 2024:** Games & Pie Teen Night (Grades 6-12), Milwaukie Community Center, 6:30-8:30 p.m., Free.
- **Dec. 3, 2024:** Winter Registration opens for NCPRD residents at noon.
- **Dec. 7, 2024:** Winter Celebration, Milwaukie Community Center, 9:30 a.m.-noon, \$5 suggested donation for 18+.
- **Dec. 10, 2024:** Winter Registration opens for non-residents at noon.
- **Jan. 26, 2025:** Lunar New Year Celebration, Milwaukie Community Center, 1-3:30 p.m., \$5 suggested donation for 18+.

## PARKS & FACILITY MAINTENANCE

### PARKS, TRAILS & NATURAL AREAS

- **Parking Island Restoration:** Leveling islands, removing bound roots and diseased trees, and replanting trees at North Clackamas Aquatic Park.
- **District Tree Assessments for All Sites:** Removing dead and diseased trees, stump grinding and replanting will continue through November.
- **Boardman Wetland Nature Park and Spring Park:** Repaired trails and the staircase at 142<sup>nd</sup> – Territory Dr.
- **Mulching Districtwide:** This will go on through November.
- **Inspections:** All Water Environment Services (WES) catch basins have been inspected and reported as cleaned to WES.
- **Planting at Parks:**



- Planted 420 native container plants at Milwaukie Bay Park, Homewood Park, Boardman Wetlands Nature Park, North Clackamas Park, and Alma Myra Park.
- Planted 325 native Camas and Wapato bulbs at Milwaukie Bay Park, Boardman Wetlands Nature Park, and North Clackamas Park.
- **Winterizing:**
  - Staff is monitoring the weather for freezing at which point we will be shutting down and winterizing all drinking fountains.
  - Boarding docks at Milwaukie Bay Park were removed on Oct. 31 for winter storage. They will be reinstalled in late spring once the river debris clears following spring rains.
  - Equipment parts are being inventoried and ordered for winter equipment maintenance.

### **CAPITAL REPAIR AND REPLACEMENT PROJECTS**

- **Aquatic Park Tower Stairwell Concrete and Deck Repairs:** Structural engineering will need to be completed, and work will be contracted and scheduled. This work will include waterproofing of the tower stairwell.
- **Electric Van:** A new van has been ordered to replace the truck that was due for replacement.
- **Aquatic Park Hot Tub:** The hot tub leak has been identified and is being repaired by NCPRD staff.
- **Aquatic Park Lighting:** The parking lot light has been rewired and all dead bulbs changed.

### **Looking Ahead**

- **Nov. 23, 2024:** Planting volunteer day at Robert Kronberg from 10 a.m. to noon, including a Kellogg Dam tour with North Clackamas Watershed Council (NCWC).

**North Clackamas Parks & Recreation District**  
**Quarterly Financial Report Summary – Quarter 1**  
**July 2024 – September 2023 pre-audit**

**General Fund – Fund 213**

While the FY 23-24 audit is still in process, the beginning fund balances are expected to be higher than anticipated. This is due to higher revenues and lower expenditures.

The majority of property tax revenue is received between November and January. As of September 30, 2024, we have received 0% of budgeted property tax revenue. Other revenues during Q1 include Aquatic Park and Sports activities, and donation and grant revenue for our Nutrition program. Expenditures should be about 25% of budget for Q1 but will fluctuate because of the nature of our programs. Actual expenditures totaling 21% of budget as of September 30, 2024.

<b>General Fund – Fund 213</b>	
Beginning Fund Balance	15,439,037
Current Revenues	901,548
Current Expenditures	(2,405,668)
Transfers to Other Funds	(-)
<b>Ending Fund Balance (as of 09/30/24)</b>	<b>13,934,917</b>

**SDC Funds – Fund 281, 282, 283**

These are special revenue funds and account for the system development charges (SDCs) on new residential and commercial development in each Zone. Fund resources are transferred to the NCPRD General and Capital Projects Funds on a reimbursement basis for staff time spent on SDC eligible projects and for the construction of specific capital projects within each zone. Revenues include SDCs and interest. Interest fees and a 2% administrative fee for the collection of SDCs are collected and expensed quarterly. A total of \$5,519 was collected and expensed for those fees through September 30, 2024.

<b>SDC Fund 281 (Zone 1)</b>	
Beginning Fund Balance	
City of Milwaukie	3,188,372
UGMA	4,474,042
Current Revenues	
City of Milwaukie	195,155
UGMA	81,374
Current Expenditures	
City of Milwaukie	(642)
UGMA	(1,046)
<b>Ending Fund Balance (as of 09/30/24)</b>	
City of Milwaukie	<b>3,382,885</b>
UGMA	<b>4,554,370</b>

<b>SDC Fund 282 (Zone 2)</b>	
Beginning Fund Balance	2,973,193
Current Revenues	226,280
Current Expenditures	(2,649)
<b>Ending Fund Balance (as of 09/30/24)</b>	<b>3,196,824</b>

<b>SDC Fund 283 (Zone 3)</b>	
Beginning Fund Balance	2,871,843
Current Revenues	77,371
Current Expenditures	(1,182)
<b>Ending Fund Balance (as of 09/30/24)</b>	<b>2,948,032</b>

**Asset Development – Fund 480**

The asset development fund accounts for capital projects and capital repair and replacement. Revenues typically include system development charges, grants, interest, and transfers from other funds, which are designated for the construction of specific capital projects and/or capital asset repair and replacement. The beginning fund balance is comprised of remaining property disposition proceeds, the balance of the capital repair & replacement account (formerly funded by a transfer from the general fund), and a grant specifically for a project at North Clackamas Park. Revenues through September 30, 2024, include interest and the unaudited beginning fund balance.

Expenditures include:

- \$857,814 Park and community center at the Concord property
- \$55,858 System Plan
- \$6,524 Diving board replacement at the Aquatic Park
- \$5,934 The park at Jennings Lodge
- \$3,940 Electrical upgrades to the Milwaukie Community Center kitchen
- \$945 Investment and banking fees

<b>Asset Development Fund</b>	
Beginning Fund Balance	4,398,885
Current Revenues	42,290
Current Expenditures	(931,015)
<b>Ending Fund Balance (as of 09/30/24)</b>	<b>3,510,160</b>

Please note: amounts may not match corresponding reports due to rounding.

**North Clackamas Parks & Recreation District**  
**Revenue & Expenditure Report**  
**July 1, 2024 - September 30, 2024**  
**General Fund - Fund 213**

Account	Description	Budget	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Actuals	Balance	% Used
<b>Revenues:</b>									
30110	Restricted Beginning Fund Bala	13,661,378	15,439,037				15,439,037	(1,777,659)	113%
31110	Current Year RE Taxes & Penalt	7,313,000	-				-	7,313,000	0%
31120	Delinquent Taxes	110,000	46,811				46,811	63,189	43%
31130	Interest & Penalties-Property	20,000	5,394				5,394	14,606	27%
33150	State Operating Grants	4,750	-				-	4,750	0%
33160	Local Operating Grants	210,000	28,555				28,555	181,445	14%
33170	Program Income	8,700	2,344				2,344	6,356	27%
33290	Payments In Lieu Of Taxes	1,000	-				-	1,000	0%
34110	Admission Fees	665,000	167,108				167,108	497,892	25%
34150	Aquatic Park Fees	1,045,000	331,399				331,399	713,601	32%
34200	Charges for Services to Other	417,800	48,894				48,894	368,906	12%
34230	Concessions	10,000	1,683				1,683	8,317	17%
34440	Park and Recreation Fees	345,000	66,743				66,743	278,257	19%
34510	Registration Fees	29,800	3,698				3,698	26,102	12%
34530	Sales	25,000	7,707				7,707	17,293	31%
34610	User Fees	16,500	5,555				5,555	10,945	34%
36110	Interest Income	265,000	144,199				144,199	120,801	54%
38100	Miscellaneous Revenue	139,686	-				-	139,686	0%
38110	Contributions & Donations	211,500	37,115				37,115	174,385	18%
38150	Rent & Lease Income	19,167	4,343				4,343	14,824	23%
39109	Transfers In From Other Funds	271,780	-				-	271,780	0%
<b>Total Revenue</b>		<b>24,790,061</b>	<b>16,340,585</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16,340,585</b>	<b>8,449,476</b>	<b>66%</b>
<b>Expenditures:</b>									
42010	Advertising/Marketing	74,730	10,294				10,294	64,436	14%
42030	Banking & Merchant Fees	38,720	13,284				13,284	25,436	34%
42080	Dues & Memberships	13,247	2,522				2,522	10,725	19%
42100	Fees	7,950	3,206				3,206	4,744	40%
42110	Fees - Permits	15,560	3,643				3,643	11,917	23%
42150	Insurance - Liability	40,506	10,126				10,126	30,380	25%
42220	Office Supplies	11,900	1,813				1,813	10,087	15%
42240	Postage/Shipping	8,125	85				85	8,040	1%
42250	Printing & Copies	41,400	15,713				15,713	25,687	38%
42270	Publications & Subscriptions	2,070	-				-	2,070	0%
42310	Telephone & Internet	68,450	19,301				19,301	49,149	28%
42320	Training & Development	18,873	4,957				4,957	13,916	26%
42330	Transportation - Mileage	7,500	518				518	6,982	7%
42340	Transportation - Other	145	-				-	145	0%
42350	Travel - Lodging Airfare Other	10,180	1,110				1,110	9,070	11%
42360	Travel - Per Diem	2,525	374				374	2,151	15%
42390	Utilities	38,780	8,290				8,290	30,490	21%
42400	Utilities - Electricy	184,330	48,049				48,049	136,281	26%
42410	Utilities - Gas	134,800	19,682				19,682	115,118	15%
42420	Utilities - Sewer	70,570	11,413				11,413	59,157	16%
42430	Utilities - Water	198,660	60,344				60,344	138,316	30%
42440	Uniforms Clothing Expense	12,280	-				-	12,280	0%
43100	Professional Services	90,700	22,100				22,100	68,600	24%
43130	Audit & Financial Services	31,525	345				345	31,180	1%
43160	Contract Employees	8,058,084	1,645,082				1,645,082	6,413,002	20%
43240	Legal Services	5,000	4,154				4,154	846	83%
43280	Other Contracted Services	637,865	105,675				105,675	532,190	17%
43290	Preemployment Services	7,450	324				324	7,126	4%
44110	Chemicals	55,000	8,540				8,540	46,460	16%
44120	Computer < \$5K	12,600	247				247	12,353	2%
44130	Cost of Goods Sold	15,000	1,298				1,298	13,702	9%
44140	Equipment & Furnishings < \$5K	35,300	-				-	35,300	0%
44150	Fuel	47,450	6,996				6,996	40,454	15%



44160	Food (Jail Housing Senior Cen	200,000	43,481				43,481	156,519	22%
44170	Hospitality Event Supplies	40,450	18,339				18,339	22,111	45%
44240	Program Materials & Supplies	246,400	18,092				18,092	228,308	7%
44250	Shop Supplies	113,240	38,095				38,095	75,145	34%
44260	Safety Equipment & Supplies	8,200	1,371				1,371	6,829	17%
44270	Signage	7,000	1,220				1,220	5,780	17%
44280	Small Tools & Equipment < \$5K	22,195	2,639				2,639	19,556	12%
45120	Building Maintenance	48,930	15,630				15,630	33,300	32%
45130	Computer Hardware/Software	12,100	-				-	12,100	0%
45160	Equipment Maintenance	21,000	2,167				2,167	18,833	10%
45200	Park Maintenance	6,240	504				504	5,736	8%
45260	Vehicle Repair & Maintenance	19,000	5,073				5,073	13,927	27%
46110	Leases - Copier	10,810	2,412				2,412	8,398	22%
46120	Leases - Software (Saas)	34,000	3,044				3,044	30,956	9%
46150	Leases - Office	102,800	33,792				33,792	69,008	33%
46200	Leases - Vehicle Rental	1,530	767				767	763	50%
47100	Cost Allocation - Finance	112,633	28,158				28,158	84,475	25%
47120	Cost Allocation - Facilities	7,989	1,997				1,997	5,992	25%
47140	Cost Allocation - Tech Service	499,921	124,980				124,980	374,941	25%
47150	Cost Allocation - PGA	29,823	7,456				7,456	22,367	25%
47160	Cost Allocation - Rec Mgmt	9,253	2,313				2,313	6,940	25%
47170	Cost Allocation - HR	73,449	18,362				18,362	55,087	25%
47180	Cost Allocation - County Admin	959	959				959	-	100%
47180	Cost Allocation - County Counsel	21,329	5,332				5,332	15,997	25%
<b>Operating Budget</b>		<b>11,646,526</b>	<b>2,405,668</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,405,668</b>	<b>9,240,858</b>	<b>21%</b>
47750	Transfers To Other Funds	7,665,750	-				-	7,665,750	0%
<b>Transfers</b>		<b>7,665,750</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,665,750</b>	<b>0%</b>
49999	Reserve - Designated	3,572,785	-				-	-	-
<b>Reserve</b>		<b>3,572,785</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,572,785</b>	<b>0%</b>
49997	Contingency	1,905,000	-	-	-	-	-	1,905,000	0%
<b>Contingency</b>		<b>1,905,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,905,000</b>	<b>0%</b>
<b>Unappropriated Ending Fund Bal</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>24,790,061</b>	<b>2,405,668</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,405,668</b>	<b>18,811,608</b>	
<b>Revenue: Surplus/(Deficit)</b>		<b>-</b>	<b>13,934,917</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,934,917</b>	<b>(10,362,132)</b>	

Note: numbers may not foot due to rounding

North Clackamas Parks & Recreation District  
Revenue & Expenditure Report  
July 1, 2024 - September 30, 2024  
SDC Zone 1 - Fund 281

Account	Description	Budget	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Actuals	Balance	% Used
<b>Revenues:</b>									
30110	Restricted Beginning Fund Bala	3,175,119	3,188,372						
	City of Milwaukie	4,455,741	4,474,042				4,474,042	(18,301)	100%
	UGMA						-	-	#DIV/0!
34430	Miscellaneous Fees - UGMA	4,160	811				811	3,349	20%
34590	System Development Charges						-	-	
	City of Milwaukie	148,000	166,399				166,399	(18,399)	112%
	UGMA	208,000	39,939				39,939	168,061	19%
36110	Interest Income						-	-	
	City of Milwaukie	100,000	28,756				28,756	71,244	29%
	UGMA	173,000	40,623				40,623	132,377	23%
<b>Total Revenue</b>		<b>8,264,020</b>	<b>7,938,942</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,750,571</b>	<b>338,330</b>	<b>57%</b>
<b>Expenditures:</b>									
42100	Fees								
	City of Milwaukie	5,000	642				642	4,358	13%
	UGMA	15,000	1,046				1,046	13,954	7%
<b>Operating Budget</b>		<b>20,000</b>	<b>1,688</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,688</b>	<b>18,312</b>	<b>9%</b>
47750	Transfers To Other Funds								
	City of Milwaukie	1,064,057	-				-	1,064,057	0%
	UGMA	2,663,201	-				-	2,663,201	0%
<b>Transfers</b>		<b>3,727,258</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,727,258</b>	<b>0%</b>
49999	Reserve - Designated								
	City of Milwaukie	1,501,578	-				-	1,501,578	0%
	UGMA	1,447,145	-				-	1,447,145	0%
<b>Reserve</b>		<b>2,948,723</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,948,723</b>	<b>0%</b>
49997	Contingency								
	City of Milwaukie	219,828	-				-	219,828	0%
	UGMA	1,348,000	-				-	1,348,000	0%
<b>Contingency</b>		<b>1,567,828</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,567,828</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>6,695,981</b>	<b>1,688</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,688</b>	<b>6,694,293</b>	<b>0%</b>
<b>Revenue: Surplus/(Deficit)</b>		<b>-</b>	<b>7,937,255</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,748,883</b>	<b>(6,355,963)</b>	

Note: numbers may not foot due to rounding

North Clackamas Parks & Recreation District  
Revenue & Expenditure Report  
July 1, 2024 - September 30, 2024  
SDC Zone 2 - Fund 282

Account	Description	Budget	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Actuals	Balance	% Used
<b>Revenues:</b>									
30110	Restricted Beginning Fund Bala	2,097,596	2,973,193				2,973,193	(875,597)	142%
34430	Miscellaneous Fees	2,680	3,988				3,988	(1,308)	149%
34590	System Development Charges	140,000	195,580				195,580	(55,580)	140%
36110	Interest Income	22,000	26,712				26,712	(4,712)	121%
<b>Total Revenue</b>		<b>2,262,276</b>	<b>3,199,473</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,199,473</b>	<b>(937,197)</b>	<b>141%</b>
<b>Expenditures:</b>									
42100	Fees	20,000	2,649				2,649	17,351	13%
<b>Operating Budget</b>		<b>20,000</b>	<b>2,649</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,649</b>	<b>17,351</b>	<b>13%</b>
47750	Transfers To Other Funds	1,998,634	-				-	1,998,634	0%
<b>Transfers</b>		<b>1,998,634</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,998,634</b>	<b>0%</b>
49999	Reserve - Designated	91,642	-				-	91,642	0%
<b>Reserve</b>		<b>91,642</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>91,642</b>	<b>0%</b>
49997	Contingency	152,000	-				-	-	0%
<b>Contingency</b>		<b>152,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>2,110,276</b>	<b>2,649</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,649</b>	<b>2,107,627</b>	<b>0%</b>
<b>Revenues Surplus/(Deficit)</b>		<b>-</b>	<b>3,196,824</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,196,824</b>	<b>(3,044,824)</b>	

Note: numbers may not foot due to rounding

North Clackamas Parks & Recreation District  
Revenue & Expenditure Report  
July 1, 2024 - September 30, 2024  
SDC Zone 3 - Fund 283

Account	Description	Budget	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Actuals	Balance	% Used
<b>Revenues:</b>									
30110	Restricted Beginning Fund Bala	2,860,257	2,871,843				2,871,843	(11,586)	100%
34430	Miscellaneous Fees	1,560	1,033				1,033	527	66%
34590	System Development Charges	78,000	50,605				50,605	27,395	65%
36110	Interest Income	108,000	25,733				25,733	82,267	24%
<b>Total Revenue</b>		<b>3,047,817</b>	<b>2,949,214</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,949,214</b>	<b>98,603</b>	<b>97%</b>
<b>Expenditures:</b>									
42100	Fees	15,000	1,182				1,182	13,818	8%
<b>Operating Budget</b>		<b>15,000</b>	<b>1,182</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,182</b>	<b>13,818</b>	<b>8%</b>
47750	Transfers To Other Funds	2,291,313	-				-	2,291,313	0%
<b>Transfers</b>		<b>2,291,313</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,291,313</b>	<b>0%</b>
49999	Reserve - Designated	741,504	-				-	741,504	0%
<b>Reserve</b>		<b>741,504</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>741,504</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>3,047,817</b>	<b>1,182</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,182</b>	<b>3,046,635</b>	<b>0%</b>
<b>Revenue: Surplus/(Deficit)</b>		<b>-</b>	<b>2,948,032</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,948,032</b>	<b>(2,948,032)</b>	

Note: numbers may not foot due to rounding

North Clackamas Parks & Recreation District  
Revenue & Expenditure Report  
July 1, 2024 - September 30, 2024  
Asset Development - Fund 480

Account	Description	Budget	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Actuals	Balance	% Used
<b>Revenues:</b>									
30110	Restricted Beginning Fund Bala	4,335,982	4,398,885				4,398,885	(62,903)	101%
33120	State Capital Grants	870,373	-				-	870,373	0%
33130	Local Capital Grants	1,510,000	-				-	1,510,000	0%
33140	Federal Operating Grants	520,000	-				-	520,000	0%
36110	Interest Income	470,000	42,290				42,290	427,710	9%
39110	Transfers In From Other Funds	15,411,175	-				-	15,411,175	0%
<b>Total Revenue</b>		<b>23,117,530</b>	<b>4,441,175</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,441,175</b>	<b>18,676,355</b>	<b>19%</b>
<b>Expenditures:</b>									
42100	Fees	14,100	945				945	13,155	7%
44270	Signage	30,000	-				-	30,000	0%
48120	Building Improvements	102,000	10,464				10,464	91,536	10%
48150	Construction	18,627,289	919,606				919,606	17,707,683	5%
48160	Equipment & Furnishings > \$5K	9,000	-				-	9,000	0%
48190	Land Acquisition	1,000,000	-				-	1,000,000	0%
48200	Land Improvements >\$100K	24,000	-				-	24,000	0%
48230	Vehicles > \$10K	165,800	-				-	165,800	0%
<b>Operating Budget</b>		<b>19,972,189</b>	<b>931,015</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>931,015</b>	<b>19,041,174</b>	<b>5%</b>
49999	Reserve - Designated	2,050,179					-	2,050,179	0%
<b>Reserve</b>		<b>2,050,179</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,050,179</b>	<b>0%</b>
49997	Contingency	1,095,162					-	1,095,162	0%
<b>Contingency</b>		<b>1,095,162</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,095,162</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>23,117,530</b>	<b>931,015</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>931,015</b>	<b>21,091,353</b>	<b>4%</b>
<b>Revenue! Surplus/(Deficit)</b>		<b>-</b>	<b>3,510,160</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,510,160</b>	<b>(2,414,998)</b>	

Note: numbers may not foot due to rounding

HOSTED BY

MILWAUKIE  
COMMUNITY CENTER  
FOUNDATION

*Traditional*

# THANKSGIVING

A Fundraising Event  
for Meals On Wheels

*Dinner*

**Sunday, November 24, 2024**  
**Seating from 4 to 5 PM**

Join us for a traditional Thanksgiving dinner with all the fixins'.  
All proceeds go to ensuring that "no senior goes hungry!"

## TICKETS:

Visit the reception desk at the  
Milwaukie Community Center

or online at:

<https://aftontickets.com/Thanksgiving>

PREPURCHASE

AT THE DOOR

ADULT - \$18

\$23

CHILD - \$10

\$13

12 and under

5440 SE Kellogg Creek Drive, Milwaukie Oregon 97222

503-653-8100



# WINTER Celebrations

This festive, family-friendly event explores and celebrates winter holiday traditions from cultures around the world, featuring interactive experiences for all ages. Through music, games, hands-on activities and delicious food, you'll discover the richness of holidays like Día De Los Reyes, St. Lucia Day, the Dongzhi Festival, Hanukkah, Kwanzaa, and Christmas. Don't miss the chance to meet Santa and Frosty, who will be spreading holiday magic and cheer!

**SATURDAY, DECEMBER 7**  
**9:30 A.M. TO NOON**

**MILWAUKIE COMMUNITY CENTER**

*5440 S.E. Kellogg Creek Dr., Milwaukie, OR 97222*

**\$5 SUGGESTED DONATION FOR 18+ | [NCPRD.COM/WINTER-CELEBRATIONS](https://ncprd.com/winter-celebrations)**

*Sponsored by the Milwaukie Community Center Foundation*

