

#### DISTRICT ADVISORY COMMITTEE

#### MEETING AGENDA

**Date:** February 12, 2025 **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-

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- I. Call to Order Jeanette DeCastro, DAC Chair
- II. Action Items (5:30 p.m. 5 min)
  - a. Approval of DAC Meeting Summary from January 8, 2025
- III. Discussion Agenda (5:35 p.m. 60 min)
  - a. Refine Group Agreements and Protocols (Camille Trummer, Interplay 30 min)
  - b. Fiscal Year 2025-26 Requested Budget Update (Kallie Guentner and Kia Selley 30 min)
- IV. DAC Member Reports (6:35 p.m. 10 min) Sub-area-specific reports from DAC members and Budget Committee Liaison report i.e. upcoming event dates, questions/feedback received. Limit each 1-2 minutes.
- V. District Monthly Report (6:45 p.m. 10 min)
- VI. Public Comment (6:55 p.m. 5 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**

- March Agenda Submission by Wednesday, February 19, 5 p.m.
- Next DAC Meeting: Wednesday, March 12, 2025

# NORTH CLACKAMAS PARKS & RECREATION DISTRICT

### UNAPPROVED

#### **MEETING MINUTES**

North Clackamas Parks and Recreation District District Advisory Committee Wednesday, January 8, 2025 5:30 – 7:00 p.m.

Location: North Clackamas Aquatic Park and Virtually (via Zoom)

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

Members Absent: None

**Staff and Officials Present:** Paul Savas (Clackamas County Commissioner), Kia Selley (NCPRD Director), Erin Reome (NCPRD Planning & Development Director)

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

- I. Call to Order DAC meeting was called to order by DAC Chair, Jeanette DeCastro. A quorum was present.
- II. Introduction of New DAC Member (Joshua Fisher)
  - a. This item was deferred until later in the meeting when Joshua was present.
- III. Facilitator Introduction and Exercise (Camille Trummer, Interplay)
  - a. Camille provided a brief background on Interplay and an agenda for this meeting's exercise which included: introductions, background, purpose, code of conduct, goals, group agreements, and next steps + action items.
    - i. Introductions: DAC members introduced themselves by providing their name, sub-area, length of service on DAC, and what motivates them to contribute to the DAC.
    - ii. Purpose: Camille shared the purpose of this meeting's exercise, which was to introduce and set shared expectations for facilitation support and strategic counsel. Revising the DAC's purpose and code of conduct, and to co-create shared group agreements to serve as an accountability framework for future meetings.
    - iii. Group Agreements: Group agreements can foster; clarity and alignment, inclusivity, trust, conflict prevention and resolution, accountability, adaptability, and growth.
      - 1. The drafted group agreements are included at the end of this Meeting Summary.
    - iv. Next Steps + Action Items:
      - 1. Phases of Work:
        - a. Discovery (January): Focus group, group interviews, in-depth interviews, key findings and recommendations
        - b. Strategy (February): Facilitation best practice framework
      - 2. DAC Action items:
        - a. Share feedback/recommendations by 1/15
        - b. Respond to and confirm interview request
        - c. Review materials in advance of the interview
- IV. Action Items

- a. Approval of DAC Meeting Summary
  - i. The summary from the DAC meeting held on November 13, 2024, was approved as presented.

#### V. Informational Item

- a. New Dinner and Design Social Event (Erin Reome, NCPRD Planning & Development Director)
  - i. Erin provided an overview of the Dinner and Design Social Event scheduled for Saturday, February 8.

#### VI. DAC Member Reports

- a. Ali Feuerstein (Subarea 5) Scott Park (right outside the Ledding Library) is now open. It has a new playground and amphitheater. Bowman Brae may open by the end of January, and Balfour will open in February.
- b. Sheila Shaw (Subarea 3) Attended the NCPRD Budget Committee meeting as the DAC Liaison. Informed the Budget Committee that the DAC recommended that NCPRD complete the System Plan, the DAC wants to develop the properties in underserved areas, hold off on trails if funding wasn't available, and questioned about if we were in the business of older adult services, but know that is an important need so requested that we look into other funding sources for those services.
- c. Daniel Diehl (Subarea 4) Excited for Josh to join the DAC so there is another representative for subarea 4. Daniel is looking into holding a listening session for subarea 4.
- d. Grover Bornefeld (Subarea 1) Invited other subareas to create listening opportunities where subarea residents can voice their concerns.
- e. Lisa Batey (Subarea 5) The next three Saturdays will have work party opportunities. On the second Saturday of every month, there is a Minthorn Spring Wetlands cleanup. On the third Saturday of every month, there is a Elk Rock Island clean-up. On the fourth Saturday of this month, there is an Elk Rock Island event, sponsored by the North Clackamas Watershed Council, which collected Christmas Trees along with NCPRD and will be placing the trees into the Willamette River as a fish habitat.
- f. Joel Bergman (Milwaukie Community Center Advisory Board) Milwaukie Community Center has an emergency firewood program and an energy assistant funding program.
- g. Jeanette DeCastro (Subarea 3) A property adjacent to the Justice Property was sold to a developer. There was a strong community desire for that to be a park and not a development. Interested in hearing feedback from the community and residents in that area.

#### VII. District Monthly Report (Kia Selley, NCPRD Director)

- a. Justice Property: An update will be provided at the next DAC meeting.
- b. Upcoming Items for 2025:
  - i. Anticipate demand for recreation programming to return to pre-pandemic levels. We will be relaunching our Discovery Guide this spring. The Discovery Guide will include all programs and events for summer 2025.
  - ii. The 20-year road map called the System Plan will be completed summer of 2025.
  - iii. New amenities at the Concord Property are estimated to open in the fall of 2025. These amenities include a new community park, our first fully accessible playground, a splash pad, and a community center.
  - iv. The new NCPRD website will launch in 2025.
- c. **Concord Property:** The playground construction has started, and the main parking lot had its first lift of asphalt. The new roof on the community center has been completed. Staff is continuing to refine the scope for the interior improvements. Grand re-opening is estimated for the fall of 2025.
- d. **Milwaukie Bay Park Project:** Two contracts set to expire on December 31, 2024 were extended. One contract was for design, and the second contract was for the general contractor.
- e. **NCPRD Website Project:** Due to some unforeseen design challenges, we now anticipate launching the new website in the summer of 2025.

- f. Aquatic Park Hot Tub: The hot tub at the Aquatic Park is now reopened.
- g. **Natural Areas Volunteer Event:** In November, NCPRD's Natural Areas team hosted a volunteer event at Kronberg Park. With the help of 19 volunteers, 150 plants were planted.
- h. **Winter Celebration:** On December 7, NCPRD hosted their annual Winter Celebration at the Milwaukie Community Center. Over 300 people attended.
- i. **Hoopers Basketball Programming:** Over 1,400 players are currently registered for the upcoming Hoopers basketball season. Staff are organizing teams, ordering uniforms, recruiting over 200 volunteer coaches, and securing gymnasium rentals from the school district.

#### j. Looking Ahead:

- i. January 26, 2025 NCPRD's Annual Lunar New Year Celebration.
- ii. February 4, 2025 NCPRD resident registration opens at noon for spring programming.
- iii. February 8, 2025 Design and Dinner Social Event at the Milwaukie Community Center.

#### k. Budget:

- i. The 2025-26 proposed budget will be submitted to the Board of Directors in February. NCPRD Budget Committee will meet to review the highlights of that proposal. A memo was included in the agenda packet for responses to the questions raised during the November DAC meeting.
- ii. The Board approved a policy late last year that allows for fee increases consistent with the consumer price index, up to 3% each year. These fee increases will be effective in July of 2025. Next month NCPRD staff will request board approval of new fees, elimination of fees that are no longer needed, and modification of existing fees that exceed the consumer price index. The majority of our fees have not been increased since 2022, and are significantly below what we need for adequate cost recovery and significantly below industry peers.

#### VIII. Public Comment

- a. Kathy Schreiber (Alma Myra Park) Advocate of soil health.
- b. Lindsay Freedman (Subarea 3) Advocate of having a park at the Justice Property. Expressed concern about a local developer purchasing the adjacent parcel.

Challenges	Agreement	Resource / Tool
Adhering to agenda	Respecting time (Agenda Items)	Co-chairs enforce agenda
7 tarrering to agerraa	respecting time (rigerial reciris)	timestamps; utilize visual timer
Unbalanced participation	Creating space individual reflection; Lean In / Lean Back	Pre-work assignments
Respecting access needs	Short breaks (5-8 minutes); print materials or make digital files legible	Integrate breaks into agendas; increase font size for digital files
Us vs. Them mentality	Revisit Vision, Purpose, Goals	Conduct subarea field trips
Lack of shared context and understanding of issue areas	Lead with curiosity, make the implicit, explicit	Practice leading with questions; anonymous question/feedback survey



# Fiscal Year 2025-26 Budget Update

# **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

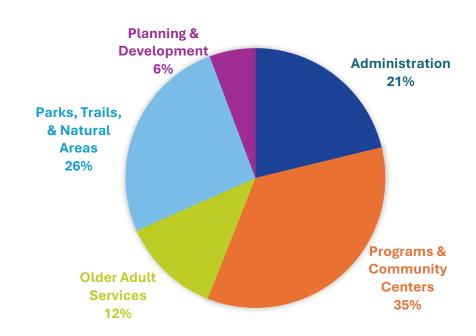
Equals appropriations plus reserves

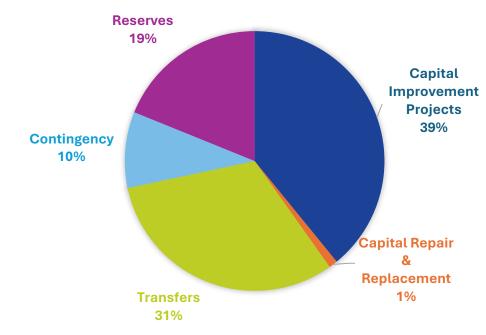


# NCPRD Budget FY 24-25: \$61.5 million

Operating Expenses: \$11.7 million

Non-Operating Expenses: \$49.8 million







# FY 24-25 Projections - Revenues

Description	2024-25 Budget	2024-25 Projection	\$ Variance	% Variance
Beginning Fund Balance	\$30,585,862	\$33,345,372	\$2,759,510	+9%
General Fund	10,856,903	11,310,214	453,311	+4%
Capital Projects Fund	3,370,373	7,740,620	4,370,247	+130%
SDC Funds	985,400	2,423,000	1,437,600	+146%
Total Resources*	\$45,798,538	\$54,819,206	\$9,020,688	+20%

<sup>\*</sup>Total Resources above exclude Interfund Transfers, which have a zero net effect on the overall budget and projections

Examples of new revenue include, but are not limited to, one-time property sales and interest income



# FY 24-25 Projections - Expenses

Description	2024-25 Budget			% Variance
General Fund	\$11,646,526	\$11,639,361	-\$7,165	-0.1%
Capital Projects Fund	19,972,189	17,397,353	-2,574,836	-13%
SDC Funds	55,000	37,660	-17,340	-32%
Total Expenses*	31,673,715	29,074,374	-2,599,341	-8%

<sup>\*</sup>Total Requirements above exclude Interfund Transfers, which have a zero net effect on the overall budget and projections

 Examples of expense reductions include, but are not limited to, one-time staff reductions through hiring freeze and ongoing reductions in printing



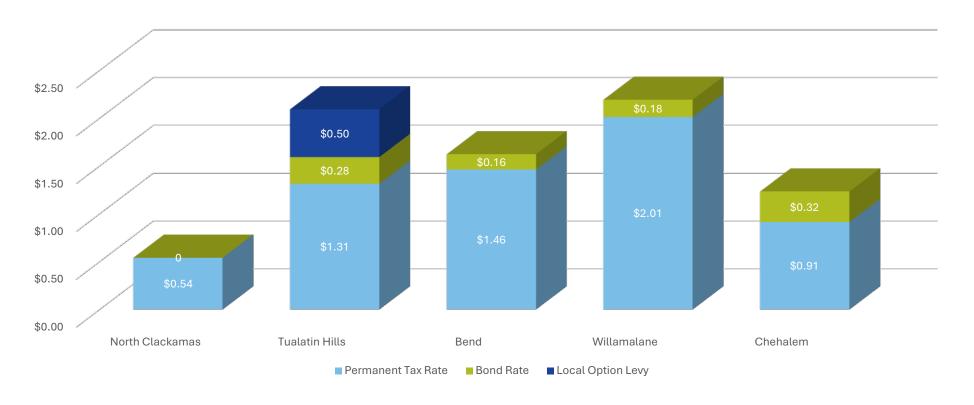
# **Budget Strategies - FY 25-26**

- Opportunities to increase revenue:
  - Milwaukie Community Center Foundation \$180,000 donation
  - Fee increases
- Opportunities to decrease expenses:
  - Prioritize SDC funding for capital projects
  - Eliminate RecMobile
  - Eliminate big concert in the park
  - Eliminate 1 Director level position
  - Hiring freeze for full-time positions
  - Reduce printing costs
  - Reduce turf maintenance



# **Key Challenges**

- Revenues have not kept pace with inflation: permanent tax rate of \$0.54 /\$1,000.
- Planned \$50M Capital Bond Measure never presented to voters to fund new parks and facilities which increases reliance on System Development Charge (SDC) funds.
- SDC fees for new development are insufficient with inflation.





# **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







#### NCPRD MONTHLY DIVISION REPORT

Prepared for the NCPRD District Advisory Committee (DAC)

Reporting Period: January 2024

DAC Meeting Date: February 12, 2025

#### **ADMINISTRATION**

#### **FINANCE**

- **February 2025:** A presentation update on the fiscal year 2025-26 budget will be given to the DAC and to the NCPRD Budget Committee.
- **Q2 Financial Report:** Attached for review.

#### **Looking Ahead**

- March 2025: The fiscal year 2025-26 proposed budget will be reviewed by the County Administrator.
- May 2025: The fiscal year 2025-26 proposed budget will be distributed, and the annual Budget Committee Meeting will occur.
- **June 2025:** The fiscal year 2025-26 NCPRD adopted budget will be submitted to the NCPRD Board of Directors for approval.

#### **MARKETING & COMMUNICATIONS**

- **Website Refresh:** The website design has been finalized and development is underway, including building out individual pages, copywriting and the selection of photos.
- Program & Events Promotion: Developed promotional materials and conducted outreach to drive attendance for NCPRD January events, including Lunar New Year and the Design and Dinner Social. Boosted participation for winter programs through Google AdWords campaigns and targeted social media ads, while simultaneously preparing for spring registration
- **Outside Insider Newsletter:** On Jan. 31, NCPRD's e-newsletter was sent to 10,500+ recipients with a 44% open rate. The newsletter featured spring classes and events, and can be found online here.

#### **Looking Ahead**

• March 2025: The relaunch of NCPRD's full Discovery Guide, the first since 2019, providing a comprehensive view of all district programs, services and events.

#### **PLANNING & DEVELOPMENT PROJECTS**

- Park at Jennings Lodge Campus: The County's Design Review is complete. Staff and
  consultant team are reviewing the conditions for approval and beginning to develop
  construction documents. Staff are also preparing four grant applications that will help
  fund construction, with construction anticipated in spring 2026. A public process will be
  conducted to select a name for the new park prior to the park opening.
- Park at Concord Property: Work has commenced on the outdoor, two-stall restroom and asphalt has been installed in the main parking lot. Project completion is estimated in fall 2025. A web camera provides a view of site construction that is 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.
- **Playground at Concord Property:** Utilities have been installed under the playground area and site work has begun.
- Community Center at Concord Property: A significant portion of the limited budget available in this phase is needed for updates that maintain the integrity of the building, as well as the basic systems required to open the building to the public. The roof replacement and replacement of the HVAC (heating, ventilation, and air conditioning) system are nearly complete. Additional site work will prevent water damage to the building. Work to select furniture, fixtures and material finishes is underway for the rooms that will be open to the public. A limited portion of the building will be accessible to the public due to limited funding in this first phase of renovations. The building is expected to open to the community in fall 2025.
- System Plan: Draft vision and goals statements have been developed for the project, along with preliminary priority areas for increased service/improved access, and opportunities for enhancements to existing parks and facilities. This work has been directly informed by the community feedback and assessments completed during the early phases of the project. Draft materials are available for review on the System Plan website (ncprdsystemplan.com) and were featured at both NCPRD's Lunar New Year Festival and the Design and Dinner Social events. They will be presented to the DAC at the March meeting. Additional community feedback is currently being collected via an online mapping tool, available through the System Plan website, and will remain open until Feb. 28.
- **Trails Network Plan**: Consultant proposals have been reviewed and an initial consultant selection has been made. Contract negotiations are now underway. The project is on track for project kick-off in summer 2025.

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

- Kellogg Creek Confluence Restoration and Community Enhancement Project (impoundment sediment sampling): The Kellogg Creek Restoration and Community Enhancement Project will reestablish fish passage into the Kellogg-Mt. Scott watershed, restore lower Kellogg Creek habitat and its floodplain through the City of Milwaukie, improve long-term community resiliency and access to nature, and modernize vulnerable multi-modal transportation infrastructure. This project is a collaborative effort led by the North Clackamas Watersheds Council, the City of Milwaukie, Oregon Department of Transportation, and American Rivers. In mid-December, Metro Council approved \$10M in funding for the project from Metro's Large Scale Community Visions Program.
- **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 (OLWSD) led project. This project will replace a section of wastewater main near Boardman Avenue and Hwy 99E in spring 2025. 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. An easement between OLWSD and NCPRD was executed in November to allow this construction project.
- 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 resubmitting their non-conforming land use application. Once land use is obtained, they will begin progressing designs for construction.
- 3-Creeks Natural Area Floodplain Enhancement Project: A Water Environment Services (WES) led project. This project will enhance floodplain, improve water quality, improve fish and wildlife habitat, and provide opportunities for pedestrian access and environmental education on the site, where feasible.

#### **CAPITAL IMPROVEMENT PROJECTS FY 24-25**

Item	Current Activity	Next Steps	Timeframe
System Plan	Community feedback on vision, goals, and plan concepts.	Consultant develops strategies and draft project recommendations.	Winter/Spring 2025
Trails Network Plan	Contract negotiations	ODOT contract approval	Winter/Spring 2025
Park at Jennings Lodge Campus	Advance design development; staff to apply for grants to help fund construction	Advancement of construction drawings; refinement of cost estimate	Summer 2025
Park at Concord Property	Advise on construction activities and cost control	Advise on construction activities and cost control	Summer 2025
Playground at Concord Property	Advise on construction activities and cost control	Advise on construction activities and cost control	Spring 2025
Community Center at Concord Property	Advise on construction activities and cost control	Advise on construction activities and cost control	Summer 2025
Park at Justice Property	On hold	-	-
SDC Methodology	On hold	-	-
Milwaukie Bay Park	On hold	-	-

#### **PROGRAMS & COMMUNITY CENTERS**

#### **AQUATICS**

- New Hires: Eight lifequards have been hired, and will also serve as swim instructors.
- **Rentals/Swim Teams:** January was a busy month for rentals and pool usage, with five private rentals, three school group swim sessions, and six home swim meets.

#### **Looking Ahead**

• **February 2025:** The autofill system for the wave pool will be replaced, enabling the pool to automatically maintain the correct water levels without the need for manual filling.

#### **OLDER ADULT SERVICES**

• Emergency Firewood Program: This volunteer-driven program provides half cords of firewood to low-income senior residents in need of supplemental heating or as an emergency resource during power outages. The wood is donated to the Milwaukie Community Center (MCC), where it is split, stacked, and delivered by volunteers throughout the fall and winter months.



• Low-Income Energy Assistance Program (LIEAP): MCC social service staff assisted over 75 low-income individuals in completing the necessary paperwork to receive a credit on their utility bills. This federally funded program offers \$300-\$400 to eligible households.

#### **Looking Ahead**

• March 2025: The month-long March for Meals fundraiser is a key initiative in support of the MCC Nutrition Program.

#### **RECREATION AND SPORTS**

- **Winter Dance and Cheer Stars:** The program is currently in its second week, with all 49 participants rehearsing new dance and cheer routines to be showcased at the program's first performance on Tuesday, Feb. 18.
- **Pre-K Basketball:** Twenty-five participants are developing new basketball skills and enhancing their motor abilities during weekly one-hour class sessions.
- **Hoopers Basketball:** The program has over 1,500 players across 162 teams, led by 269 volunteer coaches. The season began on Monday, Jan. 6, and will conclude on Sunday, Mar. 16.
- **Shooting Stars:** The basketball league for individuals with additional needs currently has 42 players participating this season.

- **Teen Night:** On Friday, Jan. 10, 23 teens, grades 6-12, gathered for an evening of fun and creativity. The free event offered a relaxed space for socializing while teens created vision boards to set their intentions and goals for the year ahead.
- Lunar New Year Celebration: On Sunday, Jan. 26, 553 attendees enjoyed a vibrant celebration of the Lunar New Year, ushering out the old year and welcoming prosperity for the new. The event explored the rich traditions of this widely celebrated holiday, observed in countries like China, Korea, and Vietnam. Participants enjoyed various interactive activities, crafts, and cultural performances, including Guzheng (traditional string instrument), dancing, violin, flute, gymnastics, wushu (Chinese martial art), and Lion and Dragon dancers. Participants also sampled traditional snacks and tea. Partnerships with the Oregon Chinese Coalition, International Lion Dance, Chinese Consolidated Benevolent Association, and Milwaukie Community Center Foundation made this event possible.



- **Spring Registration:** Spring registration opened on Tuesday, Feb. 3, for NCPRD residents and on Tuesday, Feb. 11, for non-residents.
- **Dinner & Design Social Recreation & Sports Interest Survey**: On Feb. 8, staff engaged with the community at the Dinner & Design Social and gathered program-specific feedback. The collected feedback aims to address immediate needs, focusing on feasible programming with the current resources and budget. The feedback collected offers valuable insights into the most in-demand programs and guides the best approach to serving the community.

#### **Looking Ahead**

- Mar. 7, 2025: Teen Night Passport to Fun: Global Adventures (Grades 6-12), Milwaukie Community Center, 6:30-8:30 p.m., Free.
- Mar. 22, 2025: Oregon Ballet Theatre 2 (All ages), Milwaukie Community Center, 5-6 p.m., \$5 suggested donation for 18+.
- Mar. 31, 2025: North Clackamas Park ballfield complex opens for play.

#### **PARKS & FACILITY MAINTENANCE**

#### **PARKS, TRAILS & NATURAL AREAS**

- Footbridge at Ball-Michel Park: NCPRD replaced the old bridge due to safety concerns arising from significant rot. Our team meticulously dismantled the deteriorated structure and constructed a new, durable bridge. This newly built bridge is not only secure but also engineered for long-term resilience.
- Bench Swing at Ball-Michel Park: The damaged swing has been fully repaired and is now operational.



- **Removal of Rock Wall at Stringfield Family Park:** The rock wall at the Stringfield House was removed due to its deteriorating condition, which posed a safety risk. Loose rocks and crumbling mortar were contributing to the structure's instability.
- Annual Salmon Habitat Improvement Event: The NCPRD Natural Resources staff, in collaboration with the North Clackamas Watersheds Council, hosted an event to enhance salmon habitat by repurposing recycled holiday trees. In January, 37 volunteers assisted in securing 160 trees as part of this initiative.

#### **Looking Ahead**

- Feb. 22, 2025: NCPRD will be hosting a restoration event at Rivervilla Park on February 22, 2025, from 10:00 a.m. to 12:00 p.m. This volunteer event will focus on the removal of invasive ivy and the planting of new vegetation. We welcome all members of the community to participate.
- **Feb. 8, 2025:** NCPRD will collaborate with the Wetlands Conservancy to conduct a survey at 3-Creeks, with a focus on amphibian egg masses.
- Mar. 1, 2025: Johnson Creek Watershed Council, in collaboration with NCPRD, will host a trash pickup, mulching, and planting event at the Luther Road property.

#### CAPITAL IMPROVEMENT PROJECTS

- Aquatic Park Stairs and Flooring Repair: A section of the slide stairs and flooring requires substantial repairs. A structural engineering firm was engaged to evaluate the site and develop a repair plan. Based on the engineer's report and structural assessments, staff has prepared a scope of work. Concrete repair contractors are currently submitting quotes.
- Aquatic Park Valve Replacement: This month, we replaced two multi-position valves in the wave pool, as the previous valves were not sealing properly, complicating maintenance efforts. With the installation of the new valves, all five valves in the system have now been upgraded and are operating efficiently.
- **Recreation Trailer:** As part of the 2024-25 capital replacement plan, we purchased a trailer for our Recreation Division. This trailer will serve as a valuable asset for storing and transporting supplies to events throughout the district.

#### North Clackamas Parks & Recreation District Quarterly Financial Report Summary – Quarter 2 July 2024 – December 2024

#### General Fund – Fund 213

The FY 23-24 audit has been finalized, and 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 December 31, 2024, we have received 92% of budgeted property tax revenue. Other revenues during Q2 include Aquatic Park and Sports activities and donation and grant revenue for our Nutrition program. Expenditures should be about 50% of the budget through Q2 but will fluctuate because of the nature of our programs. Actual expenditures are totaling 43% of the budget as of December 31, 2024.

General Fund – Fund 213	
Beginning Fund Balance	15,439,037
Current Revenues	8,573,279
Current Expenditures	(5,049,378)
Transfers to Other Funds	(2,394,722)
Ending Fund Balance (as of 12/31/24)	16.568.216

#### 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 \$9,706 was collected and expensed for those fees through December 31, 2024. A total of \$2,093,840 was transferred to the NCPRD General and Capital Projects Funds.

SDC Fund 281 (Zone 1)	
Beginning Fund Balance	
City of Milwaukie	3,188,372
UGMA	4,474,042
Current Revenues	
City of Milwaukie	963,529
UGMA	139,617
Current Expenditures	
City of Milwaukie	(414,552)
UGMA	(436,765)
Ending Fund Balance (as of 12/31/24)	
City of Milwaukie	3,737,349
UGMA	4,176,894

SDC Fund 282 (Zone 2)	
Beginning Fund Balance	2,973,193
Current Revenues	298,328
Current Expenditures	(677,108)
Ending Fund Balance (as of 12/31/24)	2,594,413

SDC Fund 283 (Zone 3)	
Beginning Fund Balance	2,871,843
Current Revenues	134,163
Current Expenditures	(581,928)
Ending Fund Balance (as of 12/31/24)	2,424,078

#### 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 December 31, 2024, include proceeds from the sale of the Clackamas and Wichita properties, grants, interest, transfers in from other funds, and the beginning fund balance.

#### Expenditures include:

- \$4,737,047 Park and community center at the Concord property
- \$112,289 System Plan
- \$68,332 The park at Jennings Lodge
- \$23,910 Pump replacements at the Aquatic Park
- \$6,717 Spa repairs at the Aquatic Park
- \$6,524 Diving board replacement at the Aquatic Park
- \$5,363 Refrigerator repairs at the Milwaukie Community Center
- \$3,940 Electrical upgrades to the Milwaukie Community Center kitchen
- \$3,525 Parking lot lighting repairs at the Aquatic Park
- \$3,469 Evaluation of the stairs at the Aquatic Park
- \$2,370 Investment and banking fees

Asset Development Fund	
Beginning Fund Balance	4,398,885
Current Revenues	10,480,326
Current Expenditures	(4,973,485)
Ending Fund Balance (as of 12/31/24)	9,905,726

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

#### North Clackamas Parks & Recreation District Revenue & Expenditure Report July 1, 2024 - December 31, 2024 General Fund - Fund 213

Account	Description	Budget	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Actuals	Balance	% Used
Revenu	ies:								
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	-	6,697,557			6,697,557	615,443	92%
31120	Delinquent Taxes	110,000	46,811	21,308			68,119	41,881	62%
31130	Interest & Penalties-Property	20,000	5,394	3,146			8,540	11,460	43%
33140	Federal Operating Grants	-	-	20			20	(20)	0%
33150	State Operating Grants	4,750	-	-			-	4,750	0%
33160	Local Operating Grants	210,000	41,044	64,661			105,705	104,295	50%
33170	Program Income	8,700	2,344	3,071			5,415	3,285	62%
33290	Payments In Lieu Of Taxes	1,000	-	-			-	1,000	0%
34110	Admission Fees	665,000	167,108	230,279			397,387	267,613	60%
34150	Aquatic Park Fees	1,045,000	331,399	182,310			513,709	531,291	49%
34200	Charges for Services to Other	417,800	48,894	102,090			150,984	266,816	36%
34230	Concessions	10,000	1,683	2,739			4,422	5,578	44%
34440	Park and Recreation Fees	345,000	66,743	87,789			154,532	190,468	45%
34510	Registration Fees	29,800	3,698	2,877			6,575	23,225	22%
34530	Sales	25,000	7,707	5,410			13,117	11,883	52%
34610	User Fees	16,500	5,555	5,296			10,851	5,649	66%
36110	Interest Income	265,000	210,524	135,488			346,012	(81,012)	131%
38100	Miscellaneous Revenue	139,686	-	-			-	139,686	0%
38110	Contributions & Donations	211,500	37,115	37,146			74,261	137,239	35%
38150	Rent & Lease Income	19,167	4,343	5,639			9,982	9,185	52%
39109	Transfers In From Other Funds	271,780	1,969	3,816			5,785	265,995	2%
39130	Auction Proceeds	-	-	306			306	(306)	0%
Total Rev	venue	24,790,061	16,421,368	7,590,948	-	-	24,012,316	777,745	97%
_	•••								
Expend									
42010	Advertising/Marketing	74,730	11,118	15,500			26,618	48,112	36%
42030	Banking & Merchant Fees	38,720	13,284	8,118			21,402	17,318	55%
42080	Dues & Memberships	13,247	2,522	6,645			9,167	4,080	69%
42100	Fees	7,950	4,733	3,017			7,750	200	97%
42110	Fees - Permits	15,560	3,643	5,522			9,165	6,395	59%
42150	Insurance - Liability	40,506	10,126	10,126			20,252	20,254	50%
42220	Office Supplies	11,900	1,774	2,579			4,353	7,547	37%
42240	Postage/Shipping	8,125	110	259			369	7,756	5%
42250	Printing & Copies	41,400	15,713	6,729			22,442	18,958	54%
42270	Publications & Subscriptions	2,070	-	721			721	1,349	35%
42310	Telephone & Internet	68,450	19,301	5,600			24,901	43,549	36%
42320	Training & Development	18,873	4,957	3,619			8,576	10,297	45%
42330	Transportation - Mileage	7,500	518	2,393			2,911	4,589	39%
42340	Transportation - Other	145	-	2			2	143	1%
42350	Travel - Lodging Airfare Other	10,180	1,110	2,424			3,534	6,646	35%
42360	Travel - Per Diem	2,525	374	576			950	1,575	38%
42390	Utilities	38,780	8,290	12,877			21,167	17,613	55%
42400	Utilities - Electricty	184,330	48,049	55,718			103,767	80,563	56%
42410	Utilities - Gas	134,800	19,682	22,149			41,831	92,969	31%
42420	Utilities - Sewer	70,570	16,344	18,862			35,206	35,364	50%
42430	Utilities - Water	198,660	61,327	85,382			146,709	51,951	74%
42440	Uniforms Clothing Expense	12,280	-	1,392			1,392	10,888	11%
43100	Professional Services	90,700	22,100	28,689			50,789	39,911	56%
43130	Audit & Financial Services	31,525	345	36,210			36,555	(5,030)	116%
43140	Consulting Services	-		-			-		0%
43160	Contract Employees	8,058,084	1,644,160	1,819,512			3,463,672	4,594,412	43%
43240	Legal Services	5,000	4,204	4,263			8,467	(3,467)	169%
43280	Other Contracted Services	637,865	105,675	109,921			215,596	422,269	34%
		7,450	324	565			889	6,561	12%
43290	Preemployment Services	7,430	324	303			003	0,501	12/0

44120	Computer < \$5K	12,600	247	2,711			2,958	9,642	23%
44130	Cost of Goods Sold	15,000	1,298	9,385			10,683	4,317	71%
44140	Equipment & Furnishings < \$5K	35,300	-	410			410	34,890	1%
44150	Fuel	47,450	10,501	7,462			17,963	29,487	38%
44160	Food (Jail Housing Senior Cen	200,000	43,481	41,773			85,254	114,746	43%
44170	Hospitality Event Supplies	40,450	17,553	3,058			20,611	19,839	51%
44240	Program Materials & Supplies	246,400	18,092	17,864			35,956	210,444	15%
44250	Shop Supplies	113,240	38,095	24,656			62,751	50,489	55%
44260	Safety Equipment & Supplies	8,200	1,371	1,160			2,531	5,669	31%
44270	Signage	7,000	1,220	-			1,220	5,780	17%
44280	Small Tools & Equipment < \$5K	22,195	2,639	2,182			4,821	17,374	22%
45120	Building Maintenance	48,930	15,630	9,101			24,731	24,199	51%
45130	Computer Hardware/Software	12,100	-	1,428			1,428	10,672	12%
45160	Equipment Maintenance	21,000	2,167	2,829			4,996	16,004	24%
45200	Park Maintenance	6,240	504	936			1,440	4,800	23%
45260	Vehicle Repair & Maintenance	19,000	5,073	2,783			7,856	11,144	41%
46110	Leases - Copier	10,810	2,412	2,546			4,958	5,852	46%
46120	Leases - Software (Saas)	34,000	3,044	7,169			10,213	23,787	30%
46150	Leases - Office	102,800	33,792	27,456			61,248	41,552	60%
46200	Leases - Vehicle Rental	1,530	1,150	1,150			2,300	(770)	150%
47100	Cost Allocation - Finance	112,633	28,158	28,158			56,316	56,317	50%
47120	Cost Allocation - Facilities	7,989	1,997	1,997			3,994	3,995	50%
47140	Cost Allocation - Tech Service	499,921	124,980	124,980			249,960	249,961	50%
47150	Cost Allocation - PGA	29,823	7,456	7,456			14,912	14,911	50%
47160	Cost Allocation - Rec Mgmt	9,253	2,313	2,313			4,626	4,627	50%
47170	Cost Allocation - HR	73,449	18,362	18,362			36,724	36,725	50%
47180	Cost Allocation - County Admin	959	959	-			959	-	100%
47180	Cost Allocation - County Counsel	21,329	5,332	5,332			10,664	10,665	50%
Operation	ng Budget	11,646,526	2,416,149	2,633,229	-	-	5,049,378	6,597,148	43%
47750	Transfers To Other Funds	7,665,750	529,409	1,865,313			2,394,722	5,271,028	31%
Transfe	rs	7,665,750	529,409	1,865,313	-	-	2,394,722	5,271,028	0%
49999	Reserve - Designated	3,572,785	-						
Reserve	•	3,572,785		-	-	-	-	3,572,785	0%
49997	Contingency	1,905,000	-	-	-	-	-	1,905,000	0%
Conting	ency	1,905,000	-	-		-	-	1,905,000	0%
	-								
Unappro	opriated Ending Fund Bal	-	-	-	-	-	-	-	0%
Total Ex	rpenditures	24,790,061	2,945,558	4,498,542	-	-	7,444,100	13,773,176	
Revenu	e: Surplus/(Deficit)	-	13,475,810	3,092,406	-	-	16,568,216	(12,995,431)	
								· · · · · · · · · · · · · · · · · · ·	

#### North Clackamas Parks & Recreation District Revenue & Expenditure Report July 1, 2024 - December 31, 2024 SDC Zone 1 - Fund 281

Account	Description	Budget	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Actuals	Balance	% Used
Revenu	les:								
30110	Restricted Beginning Fund Bala								
	City of Milwaukie	3,175,119	3,188,372	-			3,188,372	(13,253)	100%
	UGMA	4,455,741	4,474,042	-			4,474,042	(18,301)	100%
34430	Miscellaneous Fees - UGMA	4,160	811	24			835	3,325	20%
34590	System Development Charges						-	-	
	City of Milwaukie	148,000	166,399	725,477			891,876	(743,876)	603%
	UGMA	208,000	39,939	1,294			41,233	166,767	20%
36110	Interest Income						-	-	
	City of Milwaukie	100,000	43,473	28,180			71,653	28,347	72%
	UGMA	173,000	60,132	37,416			97,548	75,452	56%
<b>Total Re</b>	venue	8,264,020	7,973,168	792,391	-	-	8,765,559	(501,539)	106%
Expend	ditures:								
42100	Fees								
	City of Milwaukie	5,000	981	670			1,651	3,349	33%
	UGMA	15,000	1,495	1,723			3,218	11,782	21%
Operatin	ıg Budget	20,000	2,476	2,393	-	-	4,869	15,131	32%
47750	Transfers To Other Funds								
	City of Milwaukie	1,064,057	75,365	337,536			412,901	651,156	39%
	UGMA	2,663,201	79,134	354,413			433,547	2,229,654	16%
Transfer	'S	3,727,258	154,499	691,949	-	-	846,448	2,880,810	29%
49999	Reserve - Designated								
	City of Milwaukie	1,501,578	-				_	1,501,578	0%
	UGMA	1,447,145	-				_	1,447,145	0%
Reserve		2,948,723	-	-	-	-	-	2,948,723	0%
49997	Contingency								
	City of Milwaukie	219,828	_				_	219,828	0%
	UGMA	1,348,000	_				_	1,348,000	0%
Continge		1,567,828		-	-	-	-	1,567,828	0%
		.,,020						1,131,020	- 70
Total Ex	penditures	6,695,981	156,975	694,342	-	-	851,317	5,844,664	13%
Dovor	es Surplus/(Deficit)		7 046 402	98,049			7 044 242	(6,346,203)	
	bers may not foot due to rounding	-	7,816,193	98,049	-	-	7,914,242	(0,340,∠03)	

#### North Clackamas Parks & Recreation District Revenue & Expenditure Report July 1, 2024 - December 31, 2024 SDC Zone 2 - Fund 282

Account	Description	Budget	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Actuals	Balance	% Used
Revenues:									
30110	Restricted Beginning Fund Bala	2,097,596	2,973,193	-			2,973,193	(875,597)	142%
34430	Miscellaneous Fees	2,680	3,988	683			4,671	(1,991)	174%
34590	System Development Charges	140,000	195,580	33,477			229,057	(89,057)	164%
36110	Interest Income	22,000	39,693	24,907			64,600	(42,600)	294%
Total Rev	/enue	2,262,276	3,212,454	59,067	-	-	3,271,521	(1,009,245)	145%
Expend									
42100	Fees	20,000	2,948	5,264			8,212	11,788	41%
Operating	g Budget	20,000	2,948	5,264	-	-	8,212	11,788	41%
47750	Transfers To Other Funds	1,998,634	124,007	544,889			668,896	1,329,738	33%
Transfers		1,998,634	124,007	544,889	-	-	668,896	1,329,738	33%
49999	Reserve - Designated	91,642	-					91,642	0%
Reserve		91,642	•	-	-	-	-	91,642	0%
49997	Contingency	152,000	-						
Contingency		152,000	•	-			-	-	0%
Total Expenditures		2,110,276	126,955	550,153	-	-	677,108	1,433,168	32%
Revenues	s Surplus/(Deficit)	-	3,085,499	(491,086)	-	-	2,594,413	(2,442,413)	

#### North Clackamas Parks & Recreation District Revenue & Expenditure Report July 1, 2024 - December 31, 2024 SDC Zone 3 - Fund 283

Account	Description	Budget	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Actuals	Balance	% Used
Revenu	ies:								
30110	Restricted Beginning Fund Bala	2,860,257	2,871,843	-			2,871,843	(11,586)	100%
34430	Miscellaneous Fees	1,560	1,033	530			1,563	(3)	100%
34590	System Development Charges	78,000	50,605	25,990			76,595	1,405	98%
36110	Interest Income	108,000	32,280	23,725			56,005	51,995	52%
Total Re	venue	3,047,817	2,955,761	50,245	-	-	3,006,006	41,811	99%
Expend	<u>ditures:</u>								
42100	Fees	15,000	1,471	1,961			3,432	11,568	23%
Operatin	Operating Budget 15,0		1,471	1,961	-	-	3,432	11,568	23%
47750	Transfers To Other Funds	2,291,313	105,945	472,551			578,496	1,712,817	25%
Transfers 2,29		2,291,313	105,945	472,551	-	-	578,496	1,712,817	25%
49999	Reserve - Designated	741,504	-				-	741,504	0%
Reserve		741,504	-	-	-	-	-	741,504	0%
Total Ex	penditures	3,047,817	107,416	474,512	-	-	581,928	2,465,889	19%
Revenue: Surplus/(Deficit) -		2,848,345	(424,267)	-	-	2,424,078	(2,424,078)		

#### North Clackamas Parks & Recreation District Revenue & Expenditure Report July 1, 2024 - December 31, 2024 Asset Development - Fund 480

Account	Description	Budget	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Actuals	Balance	% Used
		9	100 40			1000			70 0000
Reveni									
30110	Restricted Beginning Fund Bala	4,335,982	4,398,885	_			4,398,885	(62,903)	101%
33120	State Capital Grants	870,373	-	25,000			25,000	845,373	3%
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	59,972	43,075			103,047	366,953	22%
39110	Transfers In From Other Funds	15,411,175	911,891	3,570,886			4,482,777	10,928,398	29%
39120 Asset Sale Proceeds -		-	5,869,502			5,869,502	(5,869,502)	0%	
Total Revenue 23,117,530		5,370,748	9,508,463	-	-	14,879,211	8,238,319	64%	
Expenditures:									
42100	Fees	14,100	1,352	1,018			2,370	11,730	17%
44270	Signage	30,000	-	-			-	30,000	0%
48120	Building Improvements	102,000	10,464	42,984			53,448	48,552	52%
48150	Construction	18,627,289	920,528	3,997,139			4,917,667	13,709,622	26%
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%
Operatir	Operating Budget 19,972,189		932,344	4,041,141	-	-	4,973,485	14,998,704	25%
49999	Reserve - Designated	2,050,179					-	2,050,179	0%
Reserve 2,050,179		-	-	-	-	-	2,050,179	0%	
49997	Contingency	1,095,162					-	1,095,162	0%
Contingency 1,095,162		-	-	-	-	-	1,095,162	0%	
Total Ex	Total Expenditures 23,117,530		932,344	4,041,141	-	-	4,973,485	17,048,883	22%
Revenue Surplus/(Deficit) -			4,438,404	5,467,322	-	-	9,905,726	(8,810,564)	



# We're updating our System Plan

 a 20-year guide for parks, facilities, programs, operations, and services in the district.

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