



NORTH CLACKAMAS PARKS & RECREATION DISTRICT

FY 2016/2017 Budget Presentation

June 6, 2016





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FY 2016/2017 Budget Presentation

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Mission Statement: “To enrich community vitality and promote healthy living through parks and recreation”

Vision Statement: “Enhancing and connecting your community by providing exceptional parks and recreation opportunities for all”





DEPARTMENTAL BUDGET





Budget Overview

- **Total departmental budget = \$46 million**
 - Budget excluding transfers = \$35 million
 - Transfers do not represent additional dollars
- **Number of funds/divisions = 9 Funds, 11 Divisions**
- **County General Fund support = \$0**
- **Major revenue sources**
 - NCPRD Property Taxes = \$6.6 million
 - Fees & Charges = \$1.9 million
 - Parks System Development Charges = \$2.5 million
- **Major expenditure categories**
 - Personnel = \$5.1 million
 - Capital Outlay = \$18.1 million

(includes repair & replacement and new capital projects)





Financial Trends

- **Revenue trends:**

- Property tax revenue
 - 3% increase per budget
 - 4.75% increase per County Assessor estimate
- Fees & Charges budgeted to remain flat
- SDCs projected to remain consistent w/prior year



- **Expenditure trends:**

- Expenditures increasing at a faster rate than revenues
- County allocated costs up 4% (excluding W/C & Liability)
- Personnel costs – COLA 2%, merit 3.5%
- PERS expected to increase by double digits in FY 2017/2018



- **FTE:**

- FY 2015/2016 total FTE = 32
 - Seasonal and Part-time = 43
- FY 2016/2017 total FTE = 34
 - Seasonal and Part-time = 44





FUND/PROGRAM BUDGETS





Funds/Programs/Divisions

- **NCPRD General Fund**
 - Administration
 - Parks Maintenance
 - Recreation
 - Sports
 - Milwaukie Center
 - Aquatic Park
 - Marketing and Communication
 - Planning
 - Natural Resources
- **Nutrition and Transportation Fund**
 - Nutrition
 - Transportation





Funds/Programs/Divisions

- **System Development Charges - Zone 1 Fund**

Zone 1 is the City of Milwaukie and the City's urban growth management area.

- **System Development Charges - Zone 2 Fund**

Zone 2 is the unincorporated Clackamas County area within the district, west of I-205, excluding the City of Milwaukie urban growth management area.

- **System Development Charges - Zone 3 Fund**

Zone 3 includes the City of Happy Valley, the City's urban growth management area, the unincorporated Clackamas County area east of I-205, and the portion of the City of Damascus within the boundaries of the District.





Funds/Programs/Divisions

- **2010 Debt Service Fund**
 - Refinance of series 2000 bond, originally issued in 1993 to build NCPRD Aquatic Park and seven parks within the district)
- **2008 Debt Service Fund**
 - Hood View Park
- **Capital Projects Fund**
- **Capital Asset Replacement Fund**





N CPRD GENERAL FUND BUDGET

- **Total Fund Budget = \$12,291,996**
Includes Transfers of \$1,983,247 and Contingency of \$2,107,550
- **County General Fund support = \$0**
- **Main sources of revenue**
 - N CPRD Property Taxes = \$6.6 million
 - Fees & Charges = \$1.9 million
- **Trends / Accomplishments**
 - See division slides
- **Significant Issues / Changes**
 - See division slides





Administration Division

- **Total Division Budget = \$4,802,580**
Includes Transfers of \$1,983,247 and Contingency of \$2,107,550
- **County General Fund support = \$0**
- **Main source of revenue**
 - NCPRD Property Taxes = \$6.6 million
- **Trends / Accomplishments**
 - Implemented a new streamlined contracts procedure
 - Prepared budgets and supplemental budgets in compliance with OR budget law
 - Prepared monthly/quarterly financial reports to ensure managers have the data needed to sustainably manage their divisions
- **Significant Issues / Changes**
 - Reinstated, recruited for and hired new NCPRD Director





Parks Maintenance Division

- **Total Division Budget = \$1,778,197**
Includes Special Payments of \$272,202
- **General County Fund Support = \$0**
- **Main sources of revenue**
 - NCPRD Property Taxes
 - SDC's = \$62,990 (staff time reimb.)
- **Trends / Accomplishments**
 - Refurbished and retrofitted steel decking and ADA ramp at Harmony Road Neighborhood Park Playground
 - Renovated parking lot and basketball court at Ann Toni Schreiber Park
- **Significant Issues / Changes**
 - N/A





Recreation Division

- **Total Division Budget = \$437,944**
- **County General Fund support = \$0**
- **Main sources of revenue**
 - NCPRD Property Taxes
 - Fees & Charges = \$152,500
- **Trends / Accomplishments**
 - Engaged almost 1,500 youth in District parks with the RecMobile including successfully partnering with NCSD at two Summer Nutrition Program sites
 - Entertained over 1,300 attendees with five Movies in the Park
- **Significant Issues / Changes**
 - N/A





Sports Division

- **Total Division Budget = \$1,281,363**
- **County General Fund support = \$0**
- **Main sources of revenue**
 - NCPRD Property Taxes
 - Fees & Charges = \$600,000
- **Trends / Accomplishments**
 - Earned a combined 96% approval rating for overall program satisfaction for the Hoopers Basketball program, our largest youth league, serving more than 1,700 participants
 - Created and offered 18 NCPRD operated summer camps
 - Negotiated the use of 12 NCSD gymnasiums for NCPRD youth programming
- **Significant Issues / Changes**
 - N/A





Milwaukie Center Division

- **Total Division Budget = \$743,218**
- **County General Fund support = \$0**
- **Main sources of revenue**
 - NCPRD Property Taxes
 - Fees & Charges = \$60,500
 - Grants = \$68,500
- **Trends / Accomplishments**
 - Remodeled the Milwaukie Center lobby
 - Newly designed reception area
 - Provided assistance to 3,000 clients
 - Law consultation - 155 individuals
 - Health equipment loans - 200 clients
 - In-home assessments - 500 clients
- **Significant Issues/Changes**
 - N/A





Aquatic Park Division

- **Total Division Budget = \$1,949,737**
- **County General Fund support = \$0**
- **Main sources of revenue**
 - NCPRD Property Taxes
 - Fees & Charges = \$1,120,400
- **Trends / Accomplishments**
 - Managed Piranhas year-round swim team program which became a USA Swim Team with two swimmers qualifying for the state swim team
 - Trained over 80 part-time temps and seven full-time staff in health and safety programs including mandatory reporter, Global Harmonized Systems and AED/CPR/1st Aid
 - Provided 4,500 swimming lessons for children
 - Aquatic Park - annual attendance in excess of 250,000
- **Significant Issues / Changes**
 - Awarded building maintenance service contract for the HVAC and pool equipment





Marketing & Communications Division

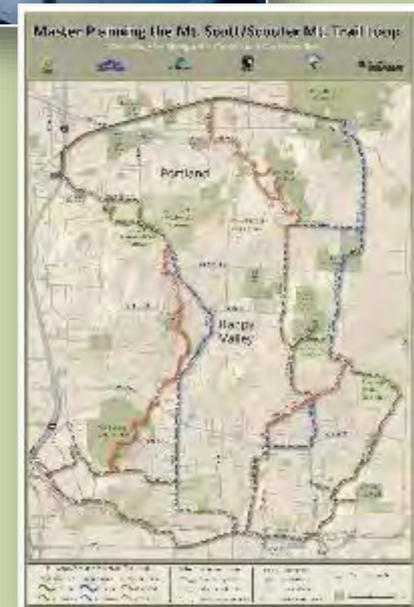
- **Total Division Budget = \$468,251**
- **County General Fund support = \$0**
- **Main source of revenue**
 - NCPRD Property Taxes
- **Trends / Accomplishments**
 - Increased online use of the Discovery Guide
 - Transitioned away from large quantities of printed copies
 - Digital views of the Discovery Guide increased 6% over previous year from 8,921 to 9,492
 - Collaborated with Tourism and Economic Development Departments to showcase NCPRD
 - Placement in Travel Oregon's "Things to See and Do" guide
 - "Discover Portland" hotel book
 - Continued to grow social media
 - Facebook page received an 8% increase in "likes" over previous year
- **Significant Issues / Changes**
 - N/A





Planning Division

- **Total Division Budget = \$389,248**
- **County General Fund support = \$0**
- **Main sources of revenue**
 - NCPRD Property Taxes
 - SDC's = \$115,442 (Staff time Reimb.)
- **Trends / Accomplishments**
 - Completed and installed Trolley Trail way-finding signage
 - Completed City of Milwaukie Master Plan approval for Balfour, Bowman-Brae and Robert Kronberg Nature Park
 - Began work on feasibility analysis and acquisition for the Mount Scott Scouters Mountain Loop Trail
 - Completed design and land use approval process for Hood View Park Maintenance Building
- **Significant Issues / Changes**
 - N/A





Natural Resources Division

- **Total Division Budget = \$441,458**
- **County General Fund support = \$0**
- **Main sources of revenue**
 - NCPRD Property Taxes
 - Grants = \$68,000
 - SDC's = \$21,744 (Staff time reimb.)
- **Trends / Accomplishments**
 - Completed Spring Park Natural Area project
 - Continued work with WES CCSD #1 to implement partnership efforts at:
 - Oak Bluff
 - Rose Creek
 - 3 Creeks
 - Clackamas River Greenway
 - Coordinated the adoption of the Final Draft Integrated Pest Management Plan for NCPRD
- **Significant Issues / Changes**
 - N/A





N CPRD NUTRITION & TRANSPORTATION FUND BUDGET

- **Total Fund = \$850,092**
Includes Transfers of \$9,818 and Contingency of \$136,373
- **County General Fund support = \$0**
- **Main sources of revenue**
 - N CPRD Property Taxes
 - Grants = \$319,395
 - Donations = \$71,000
- **Trends / Accomplishments**
 - See division slides
- **Significant Issues / Changes**
 - See division slides





Nutrition Division

- **Total Division Budget = \$677,712**
Includes Transfers of \$9,602 and Contingency of \$136,373
- **County General Fund support = \$0**
- **Main sources of revenue**
 - NCPRD Property Taxes
 - Grants = \$224,000
 - Donations = \$66,000
- **Trends / Accomplishments**
 - Raised \$26,000 through the March for Meals campaign
 - Provided 85,000 meals to seniors in the community through Meals on Wheels, congregate dining and Pete's Café programs
 - Fundraised over \$150,000 in contributions and donations to help provide meals
- **Significant Issues / Changes**
 - N/A





Transportation Division

- **Total Division Budget = \$172,380**
Includes Transfers of \$216
- **County General Fund support = \$0**
- **Main sources of revenue**
 - Grants = \$95,395
 - Fees & Charges = \$19,500
 - Fundraising = \$12,000
- **Trends / Accomplishments**
 - Provided over 10,000 rides to 400 individuals
 - Trips to the Milwaukie Center
 - Grocery store
 - Recreational outings
 - Streamlined maintenance procedures to decrease maintenance costs and help prevent possible breakdowns of buses
- **Significant Issues / Changes**
 - N/A





NCPRD SDC FUND BUDGETS





SDC Funds

- **Total Maintenance Level Budget = \$12,968,932**
Includes Transfers of \$6,896,742 and Materials and Services of \$31,900
- **County General Fund support = \$0**
- **Main source of revenue**
 - Parks System Development Charges
 - Zone 1 = \$505,000
 - Zone 2 = \$100,000
 - Zone 3 = \$1,914,129
- **Trends / Accomplishments**
 - Updated SDC Ordinance in November 2014
 - Both zone-specific SDC's and District-wide SDC's are deposited in the respective Zone Trust Account
 - Boundaries adjusted
- **Significant Issues / Changes**
 - SDC's are only transferred on a reimbursement basis
 - After costs have occurred and invoice has posted





NCPRD DEBT SERVICE FUND BUDGETS





2010 & 2008 Debt Service Funds

- **Total Division Budget = \$5,209,011**
Includes debt reserves of \$163,973
- **County General Fund support = \$0**
- **Main sources of revenue**
 - 2010 Issue
 - NCPRD Property Taxes \$500,000
 - CCDA \$1,500,000
 - 2008 Issue – SDC's \$630,000
- **Trends / Accomplishments**
 - Debt Service 2010 Issue – refinanced the remaining \$5.6 million debt from a bond originally issued in 1993 to pay for construction of the NCPRD Aquatic Park
 - Debt payments are approximately \$495,000 annually and will end in fiscal year 2024/2025
 - Potential debt payoff in FY 16/17
 - Debt Service 2008 - full faith and credit obligation bonds issued in the amount of \$8 million
 - Debt payments are approximately \$570,000 annually and will end in fiscal year 2027/2028
- **Significant Issues / Changes**
 - N/A





NCPRD CAPITAL PROJECTS FUND BUDGET





Capital Projects Fund

- **Total Division Budget = \$10.7 million**
- **County General Fund support = \$0**
- **Main sources of revenue**
 - Parks System Development Charges = \$6.1 million
 - Grants/Local Government Support = \$1.9 million
- **Trends / Accomplishments**
 - See next slide for capital projects
- **Significant Issues / Changes**
 - N/A





Capital Projects Fund

Fiscal Year 2016/2017 Capital Projects

Hood View Park Maintenance Building	\$ 135,000
Mount Scott Scouters Mountain Trail Development (Southern Lites Park to Scott Creek Park)	\$ 116,000
Happy Valley Neighborhood Park(s)	\$ 4,000,000
Justice Park	\$ TBD
Mount Scott Scouters Mountain Trail Acquisition & Development (Hidden Falls)	\$ 800,000
Artificial Turf Field in Happy Valley	\$ 1,600,000
Milwaukie Riverfront Park – Phase 3A	\$ 60,000
Robert Kronberg Nature Park Phase I	\$ 100,000
Wichita Park Development	\$ 510,000
North Clackamas Park – North Side Phase II	\$ 1,200,000
Zone 2 Neighborhood Park Acquisition	\$ 2,000,000
Update SDC Methodology	\$ 70,000
Update 2015 Master Plan and Capital Improvement Plan	\$ 10,000
Indoor Recreation Facilities Master Plan	\$ 70,000
Clackamas River Greenway Master Plan	\$ 40,000
Total	<u>\$ 10,711,000</u>



N CPRD CAPITAL ASSET REPLACEMENT FUND BUDGET





Capital Asset Repair and Replacement Fund

- **Total Division Budget = \$3,963,536**

Includes Transfers of \$2,496,042 and Contingency of \$95,000

- **County General Fund support = \$0**

- **Main source of revenue**

– NCPRD Property Taxes = \$1.2 million

- **Trends / Accomplishments**

– Remodeled Milwaukie Center lobby

– Renovated Ann Toni Schreiber Park parking lot and basketball court

- **Significant Issues / Changes**

– N/A





Capital Asset Repair and Replacement Fund

Capital Asset Replacement Detail	2016/2017 Budget
Ann Toni Schreiber Park - replace playground structure	\$ 50,000
Harmony Road Neighborhood Park - sport court renovation	\$ 39,000
Harmony Road Neighborhood - parking lot renovation	\$ 15,000
Alma Myra Park - fence replacement/rehabilitate vegetation	\$ 8,000
North Clackamas Park Trail Repair and Connection - damage during 2015 flood	\$ 8,000
Casa Del Rey Bridge Assessment and Repair - damage during 2015 flood	\$ 40,000
Oak Bluff Trail (Costco Trail) - resurface asphalt trail	\$ 40,000
Mill Park Fencing - replace wooden split rail fence	\$ 8,000
Scott Park - fencing repairs, turf and planting (control measures for geese)	\$ 8,000
Maintenance Vehicle - 2016 Dodge 1500	\$ 27,500
Aquatic Park Assessment	\$ 20,000
Aquatic Park Deck - repair and replace concrete	\$ 92,000
Programming Software - facility rentals, registration, etc.	\$ 30,000
Milwaukie Center Flooring - Trillium Room	\$ 45,000
Transportation Bus Grant Match Funds - replace 2007 lift equipped 20 passenger bus	\$ <u>7,000</u>
Total	\$ <u>437,500</u>



Policy Level Proposals

- No Policy Level Proposals for NCPRD





QUESTIONS?

ncprd.com

