

AGENDA
CHEHALEM PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
CHEHALEM ADMINISTRATION OFFICE
125 S. ELLIOTT ROAD NEWBERG, OREGON
FEBRUARY 23, 2023 6:00 P.M.

JOIN WEBINAR <https://us02web.zoom.us/j/89209572170>

Webinar ID: 892 0957 2170 Passcode: 313753

- I. Call To Order**
- II. Roll Call**
- III. Approval of or Additions to the Agenda**
- IV. Approval of Consent Agenda**
 - A. Approve Minutes Regular Board Meeting January 26, 2023.
 - B. Approval of Bills Payable
 - C. Approval of Financials
- V. Public Participation**
 - A. Hunter Wiley
 - B. Jeannette Adlong
 - C. Others not on Agenda
- VI. Action Items/Committee Reports/Board Comments**
 - A. Discussion on RFQ for Bob & Crystal Rilee Park
 - B. Reports and Comments from Board Members
- VII. Old Business**
 - A. Updates on Projects and Questions
 - B. Pickle ball, Trails, Golf Course Advisory Committee Report & Update
 - C. Update Right of Way Easement Friends Park
 - D. Dundee Access and Utility Easement for Paddle Launch
- VIII. From the Superintendent's Desk**
 - A. Superintendent's Report
 - B. Staff Reports
- IX. Correspondence**
 - A. Citizens' Comments/Evaluations
 - B. Miscellaneous Info
- X. Adjournment**

Next regular Board meeting is March 23, 2023

JOIN WEBINAR <https://us02web.zoom.us/j/89209572170>

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Will Have A Foundation Meeting Immediately After The Board Meeting

To: Board of Directors
From: Superintendent
Date: February 17, 2023
Re: Background information for February 23, 2023 Board Meeting

Number corresponds to Agenda Item

- II. ROLL CALL – We need 3 present for the meeting. Please call if you cannot attend. PLEASE REMEMBER MEETING AT THE DISTRICT OFFICE. YOU CAN CALL IN FOR MEETING. Jim will not be present.**

YOU CAN ATTEND REMOTELY, VIA ZOOM. Kat will send information needed for meeting

Please see page 4 for index for page numbers

- III. APPROVAL OR ADDITIONS TO AGENDA – If you wish additions please give me a call.**

- IV. APPROVAL OF CONSENT AGENDA**

A. Approval of Board Meeting Minutes – Please see pages (5-10) for Regular Meeting Minutes of January 26, 2023

RECOMMENDATION: Approval of Regular Board Meeting Minutes for January 26, 2023

B. Approval of Bills Payable – See page (11-12). General Fund \$760,081.83, SDC FUND \$103,172.65, LOAN SERVICE FUND \$0.00, POOL BOND \$00.00, FOUNDATION \$5,180.67

RECOMMENDATION: APPROVAL OF BILLS PAYABLE.

C. Approval of Financial – Please see page (13-46). The current debt is for the golf course, fitness center and pool bond. This year we paid for the property purchased on 219. We are allowed about \$92,400,000.00 in debt. As of 6/30/2021, we have \$23,912,998 outstanding long-term debt obligations. We refinanced the loans for the golf course, property and combined them with the loan for the pool and fitness center to save money. Currently we have two loans and one bond. Please note the general fund in previous years had transferred the money to pay for debt to the Loan Service Fund. We are now paying debt out of the SDC fund.

GENERAL FUND SUMMARY

<u>DESCRIPTION</u>	<u>AS OF 1/31/21-22</u>	<u>AS OF 1/31/22-23</u>	<u>DIFFERENCE</u>
TOTAL EXPENDITURES	\$ 3,468,583.65	\$ 4,160,614.16	\$ 692,030.51
TOTAL OPERATION EX.	\$ 3,416,663.14	\$ 3,996,020.47	\$ 579,357.33
TOTAL CAP/AQ/DEV/TRS	\$ 51,920.51	\$ 164,593.69	\$ 112,673.18
TOTAL REVENUE	\$10,179,759.06	\$11,724,050.98	\$ 1,544,291.92
TOTAL TAXES	\$ 3,265,954.69	\$ 3,178,778.19	\$ <87,176.50>
TOTAL FEES & CHARGES	\$ 2,163,962.64	\$ 2,536,864.32	\$ 372,901.68
TOTAL OTHER REVENUE	\$ 163,214.33	\$ 87,482.64	\$ < 75,731.69>
BEGINNING BALANCE	\$ 4,586,627.40	\$ 5,920,925.83	\$ 1,334,298.43
<u>BALANCE</u>	<u>\$ 6,711,175.41</u>	<u>\$ 7,563,436.82</u>	<u>\$ 852,261.41</u>

SDC FUND SUMMARY

<u>DESCRIPTION</u>	<u>AS OF 1/31/21-22</u>	<u>AS OF 1/31/22-23</u>	<u>DIFFERENCE</u>
BEGINNING BALANCE	\$ 1,941,451.07	\$ 3,890,319.32	\$ 1,948,868.25
INTEREST	\$ 7,110.40	\$ 49,030.84	\$ 41,920.44
CITY OF NEWBERG	\$ 2,226,788.34	\$ 887,954.52	\$ <1,338,833.82>
CITY OF DUNDEE	\$ 63,206.20	\$ 28,577.78	\$ <34,628.42>
COUNTY OF YAMHILL	\$ 55,659.11	\$ 33,929.96	\$ <21,729.15>
TRANSFERRED IN	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL REVENUE	\$ 4,294,215.12	\$ 4,889,812.42	\$ 595,597.30
TOTAL EXPENDITURE	\$ 405,510.05	\$ 464,083.59	\$ 58,573.54
<u>BALANCE</u>	<u>\$ 3,888,705.07</u>	<u>\$ 4,425,728.83</u>	<u>\$ 537,023.76</u>

RECOMMENDATION: Approve January 2023 Financials as submitted. Note we added to financial information.

V. PUBLIC PARTICIPATION

- A. Hunter Wiley – Please see email pages (47-48).
- B. Jeannette Adlong – Please see email page (49).
- C. Others not on Agenda

VI. ACTION ITEMS/COMMITTEE REPORTS/BOARD COMMENTS

- A. Discuss RFQ for Bob & Crystal Rilee Park – Please see pages (50-136). If you have thoughts on this please call. Kat, Casey and I will review. We will ask various citizens to review and comment. We hope to select three to submit a RFP.
- B. Reports and Comments from Board Members – Given at meeting

VII. OLD BUSINESS

- A. Update on Projects and Operation - Will discuss at meeting.
- B. Pickle Ball, Golf Course, Trail Advisory Committees – Please see pages (137-149).
- C. Update Right of Way Easement Friends Park – Will give update at meeting.
- D. Dundee Access and Utility Easement for Paddle Launch- Will give update at meeting.

VIII. FROM THE SUPERINTENDENTS DESK

- A. Superintendent Report – Will give report at meeting.
- B. Staff Reports – Please see pages (150-163).

IX. CORRESPONDENCE

- A. Citizens Comments/Evaluations – Please see Pages (1164-169)
- B. Miscellaneous Information – Please see page (170-188).

X. ADJOURNMENT.

Next Regular Board Meeting March 23, 2023.

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CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
January 26, 2023
MINUTES

I. Don Loving called the meeting to order 6:00 p.m.

II. Roll Call

Board members:

Gayle Bizeau

Don Loving

Jim McMaster

Bart Rierson

Lisa Rogers

CPRD Staff:

Don Clements, Superintendent

Richard Cornwell, IT Specialist

Casey Creighton, Assistant Superintendent

Kat Ricker, Public Information Director

R. Scott Robinson, Golf Course Coordinator/Supervisor

Kellan Sasken, Special Services/Golf Director (remote)

Heidi Smith, Administrative Coordinator

Bryan Stewart, Basic Services Supervisor/Park and Facilities Supervisor

Public:

Hope Robertson, Oregon Equestrian Trails

Dawn Paulson

Steve Paulson

Lana Seratt

Brian Bowman, MTB, Rilee Park

Keri and Janette Bunn

Ryan Storfa, Chehalem Valley BMX

Art Gregory, Golf Course Advisory Committee

Bob Freshman, Crystal Rilee Equestrian

Hunter Wylie, Newberg Pickleball

Tom Hammer

Lauren Pfeiffer, Sherwood Equestrian

Meredith Emery, Chehalem Valley BMX

David Miller, CV BMX

Megan Stewart, Newberg Graphic (executive session only)

- III. Approval of change to amended agenda:
Don Loving added Item E. Chehalem BMX group contract.
Moved Bart Rierson
Second Lisa Rogers
Passed unanimously
- IV. Approval of consent agenda
a. Approval of minutes of regular Board meeting Dec. 1, 2022
b. Approval of bills payable
c. Approval of financials
Moved Lisa Rogers
Second Jim McMaster
Passed unanimously

- V. Public participation
a. Chehalem Heritage Trails Advisory Committee presentation - Newly elected chairman Quentin Comus presented revised bylaws for Board approval; committee recommendations for trail signage at Bob and Crystal Rilee Park; recommended trail usage as follows: all trails west of Parrett Mt. Rd. be designated for equestrian use, and all trails east of this road be designated for use by mountain bicyclists and pedestrians.

Hope Robertson spoke in favor of signage designs submitted. Brian Bowman also did but said it was a lot of signs.

Motion to approve bylaws as submitted

Moved Lisa Rogers
Second Bart Rierson
Passed unanimously

Discussion: budget. Casey Creighton said approximately \$30,000 had been budgeted for this. The Board and staff agreed that signage installation should begin by spring.

Lauren Pfeiffer commented the park should not be littered with manmade plastic.

Motion to approve premiere signage recommendation, to be mitigated by staff.

Moved Lisa Rogers
Second Bart Rierson
Passed unanimously

Motion to approve Bob and Crystal Rilee Park usage recommendations of the committee.

Moved Jim McMaster

Second Bart Rierson

Passed unanimously

Discussion: user designations would eventually be determined through the master plan process (subject to public hearings), and this user separation would be in place in the interim due to safety reasons, starting in spring.

Lauren Pfeirffer objected to disallowing equestrians on any portion of the park at any point.

Beth Keizer objected to purchasing signs before the process.

Creighton estimated 6 to 12 months for master plan; RFQ is open and deadline to submit is Feb. 15.

b. Intern Quentin Comus presented his Bob and Crystal Rilee Park trails inventory and mapping project (See packet) and thanked CPRD and his staff supervisor Kat Ricker for the opportunity.

c. Other - Steve Paulson thanked staff (Kat Ricker and Julie Petersen) for aligning posted hours with actual usage hours of operation at Chehalem Aquatic and Fitness Center.

Paulson recommended increase of wages at Chehalem Glenn Golf Course.

Paulson said he would support change in upcoming May election.

Tom Hammer is disappointed that CPRD has not withdrawn its letter of request to Yamhill County to seek custody of Yamhelas Westsider Trail.

Hammer said Clements never gave his expected report on this topic to the Board, and the Board never held him accountable to do so.

Dawn Paulson spoke on the Board's lack of progress on Bob and Crystal Rilee Park, and cited meeting minutes from 2019.

Discussion: Jim McMaster described things that have taken place on the property that the public may not be aware of.

VI. Action items/committee reports/Board comments

a. **Motion for approval of Chehalem Valley BMX Association contact agreement (not included in packet) removing section I from the contract (user fee).**

Moved Lisa Rogers

Second Jim McMaster

Passed unanimously

Discussion: David Miller, Track Operator, said he had concern about "fee per rider" item (\$1.00 from each participant for rent). Creighton said it

was designed to hold everyone accountable.

Meredith Emery said the contract looked good, but also said that fee was steep.

McMaster requested to change the contract, removing the fee.

Don Loving recommended that the Board approve the contract as presented, but anticipate to revisit this and possibly remove it later.

b. Motion to approve Resolution 01-01-23 authorizing ORPD grant application for development of Sander Estate.

Moved Lisa Rogers

Second Bart Rierson

Passed unanimously

c. Motion to approve Resolution 01-02-23 authorizing grant application for Newberg-Dundee Bypass Trail, Phase II

Moved Bart Rierson

Second Jim McMaster

Passed unanimously

d. Motion to approve Resolution 01-02-23 authorizing Superintendent to sign on behalf of the District in order to conduct regular business with the Oregon State Treasury. Heidi Smith said this was to satisfy requirements to claim unclaimed funds that she had discovered.

Moved Gayle Bizeau

Second Lisa Rogers

Passed unanimously

e. Chehalem Cultural Center homeless loitering situation - Lisa Rogers said homeless people have been using the property and indoor facilities, and staff had reported that recently, there had been incidents which had caused staff concern. Rogers urged CPRD staff to work with police and/or City of Newberg to address the situation. Clements said he would bring it up in (Chehalem Future Focus Administrators Committee), and he believed the police were already addressing it. McMaster said the electrical outlets outside were drawing people who used them to charge phones. Bryan Stewart said Newberg has a homeless population like anywhere else, that staff is being proactive, that Kat Ricker had produced good hand outs with resources that parks staff hand out daily, parks staff is diligent about emptying trashcans, and staff has a good relationship with police. Don Loving said he wanted to hear from Don Clements at next meeting about how discussion goes with joint meeting.

f. Reports and comments from Board members

Gayle Bizeau - A community member had brought the aquatic and fitness center family membership fees to her attention as high.

Don Loving - Legislature started last week; Loving is a lobbyist and pro bono lobbyist for CPRD; and nothing bad is on horizon yet.

Jim McMaster - Spotted leak in roof at Chehalem Aquatic and Fitness Center. He asked if CPRD was doing anything to recognize Tara Franks upon her retirement; Clements said we will bring her to a Board meeting.

Bart Rierson - Wants to hear updates about paddle launch and Ewing Young Bridge project.

Lisa Rogers - None

VII. Old business/project updates

a. Updates on projects - Creighton gave updates on grant application writing he and Kat Ricker have been working on. He has restarted easement process for culvert project at Crabtree Park. CCC just submitted a variance request for parking to the City. We submitted Parks Master Plan to Yamhill County, and also Ewing Young Bridge project to City and County.

b. Advisory committee updates

1. Pickleball - Hunter Wylie said the committee met two weeks ago. Wylie urged the Board to change Priority Projects list to include construction of a pickleball facility, by moving site for proposed campground. See submitted materials challenging Kettleon reports regarding proposed campground located off Hwy. 219. He said it would be more cost effective to build it elsewhere, due to potential cost of safety-related traffic improvements. Wylie challenged proposed bridge over Chehalem Creek in Ewing Young Park (Testimony is on video.).

2. Golf course - Art Gregory said committee met this week. Primary focus is on clubhouse, third nine. Teeing area focuses include but are not limited to teeing area on driving range, and different types of mats for teeing area. Idea of permanent restrooms was removed from agenda.

Steve Paulson urged better maintenance of facilities and said the proshop trailer has multiple leaks. He cited the design fees for a third nine that were in the budget. Paulson has volunteered to serve as Fundraising and Donation Chairman. He urged higher wages for golf course employees.

Lisa Rogers said there are so many offerings in this community, and the staff is trying to maintain the vast number of resources that we have, and she praised the staff and said it made her sad to hear staff being beat up (figuratively), complaints and lack of appreciation.

Paulson said he has not beat up (figuratively) one employee and said employees are coming to him saying they can't get job applicants and the conditions of the grounds.

c. Update on Right-of-Way easement on Friends' Park

d. Proposed paddle launch access - Don Clements said he had met with City and "They did not see a problem with that" and said he would set up a

) meeting with the landowner next; Creighton said they are trying to find who owns the easement there.

VIII. From the superintendent's desk

- a. Superintendent's report – Don Clements said he had presented on Chehalem Heritage Trails at the annual Yamhelas Westsider Trail Board meeting, and he intends to attend an upcoming Yamhill County Commissioners meeting related to trails.

Discussion: Clements and McMaster reminded the Board that trails and providing recreational opportunities are a priority of CPRD.

Also, see packet for a proposed lease agreement between Newberg School District to develop a turf field, running track, concession and restroom building, and landscaping of the parcel known as Renne Field.

- b. Staff reports – Casey Creighton, Richard Cornwell, Kat Ricker gave brief reports.

IX. Correspondence

- A. Citizen comments/evaluations – Bart Rierson suggested posting a notice that feedback must be signed to be considered; however, this died on the floor.

X. Executive Session to discuss personnel issue

Start: 8:08 p.m.

End: 8:26

XI. Adjournment – Bart Rierson moved to adjourn 8:27 p.m.

Next meeting:

Respectfully Submitted,

Kat Ricker, Public Information Director

**ACCOUNTS AND PAYROLL PAYABLE
FROM JANUARY 03, 2023
UP TO FEBRUARY 15, 2023**

ACCOUNTS PAYABLE FOR GERNERAL FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TYPE CHECKS</u>
127160-127314	\$ 454,778.15	ACCOUNTS PAYABLE
127189-127243	\$ 6,992.57	PAYROLL
WIRE TRANSFER PAYROLL	\$ 262,190.36	PAYROLL
2318-2335	\$ 36,120.75	MANUAL/ACH TRANSFERS
GRAND TOTAL	<u>\$ 760,081.83</u>	

BREAKOUT

<u>ACCOUNTS PAYABLE</u>	\$ 454,778.15
<u>PAYROLL</u>	\$ 269,182.93
<u>WIRE TRANSFER & ACH</u>	\$ 36,120.75

ACCOUNTS PAYABLE FOR SDC FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
1081	\$ 44,407.79	GREEN WORKS, PC
1082	\$ 2,379.88	WH PACIFIC
THE BELOW WERE WRITTEN OUT OF ORDER		
1101 TO CORRECT CK1075	\$ 300.00	WH PACIFIC
1102	\$ 1,517.50	WISER RAILENGINEERING
1103	\$ 48,331.51	GREEN WORKS, PC
WIRE TRANSFER	\$ 6,235.97	
GRAND TOTAL	<u>\$ 103,172.65</u>	

ACCOUNTS PYABLE FOR LOAN SERVICE FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
NO CHECKS	\$ 0.00	
GRAND TOTAL	<u>\$ 0.00</u>	

ACCOUNTS PAYABLE FOR CAPITAL POOL CONSTRUCTION & POOL BOND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
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WIRE TRANSFER	\$ 00.00	
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GRAND TOTAL	<u>\$ 00.00</u>	
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BREAKOUT

<u>POOL BOND CONSTRUCTIONS</u>	00.00	
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<u>POOL BOND DEBT</u>	\$ 00.00	
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ACCOUNTS PAYABLE FOR FOUNDATION

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
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210	\$ 4,499.75	PACIFIC FITNESS PRODUCTS
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211	\$ 31.92	US BANK TECH SOUP
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212	\$ 649.00	AMAZON(MEMORIALPKBENCH
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GRAND TOTAL	<u>\$ 5,180.67</u>	
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FINANCIAL OVERVIEW
GENERAL FUND SUMMARY

DESCRIPTION	AS OF 1/31/21-22	AS OF 1/31/22-23	DIFFERENCE
Total Operational Expense	\$ 3,416,663.14	\$3,996,020.47	\$ 579,357.33
Total Capital Outlay & Transfers	\$ 51,920.51	\$ 164,593.69	\$ 112,673.18
GRAND TOTAL EXPENSES	\$ 3,468,583.65	\$4,160,614.16	\$ 692,030.51
Total Tax Revenue	\$ 3,265,954.69	\$3,178,778.19	\$ < 87,176.50>
Total Fees & Charges Revenue	\$ 2,163,962.64	\$2,536,864.32	\$ 372,901.68
Total Other Revenue	\$ 163,214.33	\$ 87,482.64	\$ < 75,731.69>
Beginning Balance	\$ 4,586,627.40	\$5,920,925.83	\$1,334,298.43
GRAND TOTAL REVENUE	\$10,179,759.06	\$11,724,050.98	\$1,544,291.92

SDC FUND SUMMARY

DESCRIPTION	AS OF 1/31/21-22	AS OF 1/31/22-23	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 405,510.05	\$ 464,083.59	\$ 58,573.54
TOTAL REVENUE	\$ 2,352,764.05	\$ 999,493.10	\$ <1,353,270.95>
BEGINNING BALANCE	\$ 1,941,451.07	\$3,890,319.32	\$1,948,868.25
GRAND TOTAL REVENUE	\$ 4,294,215.12	\$4,889,812.42	\$ 595,597.30

LOAN SERVICE FUND SUMMARY

DESCRIPTION	AS OF 1/31/21-22	AS OF 1/31/22-23	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 0.00	\$ 0.00	\$ 0.00
REVENUE TRANSFERS	\$ 0.00	\$ 0.00	\$ 0.00
INTREST	\$ 204.98	\$ 326.85	\$ 135.30
BEGINNING BALANCE	\$ 33,702.97	\$ 34,000.55	\$ 297.58
GRAND TOTAL REVENUE	\$ 33,907.95	\$ 34,327.40	\$ 432.88

EQUIPMENT AND MAJOR MAINTENANCE FUND SUMMARY

DESCRIPTION	AS OF 1/31/21-22	AS OF 1/31/22-23	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL REVENUE	\$ 0.00	\$ 0.00	\$ 0.00
BEGINNING BALANCE	\$ 0.00	\$ 0.00	\$ 0.00
GRAND TOTAL REVENUE	\$ 0.00	\$ 0.00	\$ 0.00

CAPITAL PROJECT POOL FUND SUMMARY

DESCRIPTION	AS OF 1/31/21-22	AS OF 1/31/22-23	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 0.00	\$ 0.00	\$ 0.00
GRAND TOTAL REVENUE	\$ 0.00	\$ 0.00	\$ 0.00

BOND LOAN SERVICE SUMMARY

DESCRIPTION	AS OF 1/31/21-22	AS OF 1/31/22-23	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 310,486.15	\$ 292,610.92	\$ <17,875.23>
GRAND TOTAL REVENUE	\$ 1,624,424.07	\$1,849,635.52	\$ 225,211.45

General Ledger Revenue Analysis

User: hsmrth
Printed: 2/2/2023 11:50:22 AM
Period 07 - 07
Fiscal Year 2023



Account Number	Description	Budget	Period Amt	End Bal	Uncollected	% Collected
001	GENERAL FUND					
001-000-400000	BEGINNING FUND BALANCE	2,116,377.00	0.00	5,920,925.83	-3,804,548.83	279.77
001-000-410000	CURRENT TAXES	3,462,157.00	64,814.33	3,135,554.87	326,602.13	90.57
001-000-411000	PRIOR TAXES	125,000.00	4,182.66	43,223.32	81,776.68	34.58
001-000-450000	PARKS	10,225.00	910.00	29,860.27	-19,635.27	292.03
001-000-450415	PADDLE LAUNCH	0.00	0.00	0.00	0.00	0.00
001-000-451000	AQUATIC RECEIPTS	1,009,255.00	110,594.00	714,104.35	295,150.65	70.76
001-000-452000	ADULT SPORT RECEIPTS	40,680.00	1,248.30	2,348.30	38,331.70	5.77
001-000-453000	YOUTH SPORT RECEIPTS	331,200.00	5,083.31	229,167.28	102,032.72	69.19
001-000-453001	LITTLE LEAGUE FEES	0.00	0.00	0.00	0.00	0.00
001-000-453002	TUVALATIN VALLEY YOUTH FOOTBALL	0.00	0.00	0.00	0.00	0.00
001-000-454000	RECREATION CLASSES INCOME	115,200.00	7,158.00	86,140.52	29,059.48	74.77
001-000-454001	CLASSES/SPECIAL ACTIVITY	0.00	0.00	0.00	0.00	0.00
001-000-455000	PLAYGRNDSCENTERS	657,000.00	70,285.83	343,854.88	313,145.12	52.34
001-000-456000	COMM CTR/SCOUT HOUSE INCOME	77,855.00	23,719.90	76,805.81	1,049.19	98.65
001-000-457000	COMMUNITY SCHOOL	57,500.00	3,936.00	25,602.95	31,897.05	44.53
001-000-458000	GC MAINT REIMB	0.00	0.00	0.00	0.00	0.00
001-000-459000	GOLF COURSE CLUB HOUSE	1,567,000.00	48,038.25	1,002,770.59	564,229.41	63.99
001-000-460000	EWING YG PK PROG INCOME	0.00	0.00	0.00	0.00	0.00
001-000-472000	CONCESSION INCOME	15,100.00	0.00	10,023.08	5,076.92	66.38
001-000-474000	PRESCHOOL INCOME	77,866.00	3,741.58	16,186.29	61,679.71	20.79
001-000-476000	CHEH VALL BABE RUTH ASSN	0.00	0.00	0.00	0.00	0.00
001-000-478000	LITTLE LEAGUE INCOME	0.00	0.00	0.00	0.00	0.00
001-000-479000	NDOT REVENUE INCOME	0.00	0.00	0.00	0.00	0.00
001-000-480000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
001-000-480010	INTEREST EARNINGS	30,000.00	20,792.61	82,524.50	-52,524.50	275.08
001-000-480020	SKATE PARK INCOME	0.00	0.00	0.00	0.00	0.00
001-000-480022	GRANT/SL/ANOTHER	0.00	0.00	0.00	0.00	0.00
001-000-480025	MISCELLANEOUS INCOME	50,000.00	624.20	4,958.14	45,041.86	9.92
001-000-480028	PARK RESERVATION INCOME	0.00	0.00	0.00	0.00	0.00
001-000-480030	INSURANCE REFUNDS	0.00	0.00	0.00	0.00	0.00
001-000-480040	DONATIONS	0.00	0.00	0.00	0.00	0.00
001-000-480099	ALLOW FOR RETURNED CHECKS	0.00	0.00	0.00	0.00	0.00
001-000-488000	CHEHALIS TIGER VBALL INCOME	0.00	0.00	0.00	0.00	0.00
001-000-490002	TRANSFER	0.00	0.00	0.00	0.00	0.00
001-000-501000	CPT INCOME	0.00	0.00	0.00	0.00	0.00

14

Account Number	Description	Budget	Period Amt	End Bal	Uncollected	% Collected
001-000-502000	NDOT INCOME	0.00	0.00	0.00	0.00	0.00
001-000-503000	BAMBINO LEAGUE INCOME	0.00	0.00	0.00	0.00	0.00
001-000-504000	BABE RUTH INCOME	8,000.00	0.00	0.00	8,000.00	0.00
001-000-505000	CHEHALEM TIGER VBALL INCOME	0.00	0.00	0.00	0.00	0.00
001-000-506000	QUILT CLUB INCOME	1,500.00	0.00	0.00	1,500.00	0.00
001-000-507000	NEWBERG THEATRE GRUOP INCOME	10,000.00	0.00	0.00	10,000.00	0.00
001-000-508000	Historic Friends of Nbg	0.00	0.00	0.00	0.00	0.00
001-000-509000	TUALATIN VALLEY FOOTBALL REV.	22,000.00	0.00	0.00	22,000.00	0.00
001-000-510000	LACROSSE	10,000.00	0.00	0.00	10,000.00	0.00
001-000-511000	Basketball	0.00	0.00	0.00	0.00	0.00
001	REVENUE	9,793,915.00	365,128.97	11,724,050.98	-1,930,135.98	119.71
001	GENERAL FUND	9,793,915.00	365,128.97	11,724,050.98	-1,930,135.98	119.71
005	EWING YOUNG FUND					
005-000-400000	BEGINNING FUND BALANCE	0.00	0.00	0.00	0.00	0.00
005-000-461000	INTEREST EARNINGS	0.00	0.00	0.00	0.00	0.00
005-000-467000	CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
005	REVENUE	0.00	0.00	0.00	0.00	0.00
005	EWING YOUNG FUND	0.00	0.00	0.00	0.00	0.00
025	EQUIPMENT & MAJOR MAINT					
025-000-400000	BEGINNING FUND BALANCE	0.00	0.00	0.00	0.00	0.00
025-000-461000	INTEREST EARNINGS	0.00	0.00	0.00	0.00	0.00
025-000-490001	TRANSFERS FRM GENL. FUND	0.00	0.00	0.00	0.00	0.00
025	REVENUE	0.00	0.00	0.00	0.00	0.00
025	EQUIPMENT & MAJOR MAINT	0.00	0.00	0.00	0.00	0.00
026	LOAN SERVICE FUND					
026-000-131001	FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00
026-000-160000	TAXES ON BOND	0.00	0.00	0.00	0.00	0.00
026-000-400000	BEGINNING FUND BALANCE	34,888.00	0.00	34,000.55	887.45	97.46
026-000-410000	GRANT INCOME	0.00	0.00	0.00	0.00	0.00
026-000-410001	LOANS	0.00	0.00	0.00	0.00	0.00
026-000-461000	INTEREST EARNINGS	0.00	100.19	427.04	-427.04	0.00
026-000-461002	INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00
026-000-467000	CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
026-000-470000	EWING YOUNG PARK INCOME	0.00	0.00	0.00	0.00	0.00
026	REVENUE	34,888.00	100.19	34,427.59	460.41	98.68

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Account Number	Description	Budget	Period Amt	End Bal	Uncollected	% Collected
026	LOAN SERVICE FUND	34,888.00	100.19	34,427.59	460.41	98.68
035	SDC FUNDS					
035-000-400000	BEGINNING BALANCE	2,000,000.00	0.00	3,890,319.32	-1,890,319.32	194.52
035-000-400001	BEGINNING BALANCE DUNDEE	0.00	0.00	0.00	0.00	0.00
035-000-400002	BEGINNING BALANCE NEWBERG	0.00	0.00	0.00	0.00	0.00
035-000-400003	BEGINNING BALANCE YAMHILL CO	0.00	0.00	0.00	0.00	0.00
035-000-460000	SCD INCOME	0.00	0.00	0.00	0.00	0.00
035-000-460001	SDC FUNDS-DUNDEE	75,000.00	15,242.92	28,577.78	46,422.22	38.10
035-000-460002	SDC FUNDS-NEWBERG	650,000.00	0.00	887,954.52	-237,954.52	136.61
035-000-461000	SDC FUNDS-YAMHILL COUNTY	75,000.00	0.00	33,929.96	41,070.04	45.24
035-000-461001	INTEREST EARNED	2,500.00	0.00	0.00	2,500.00	0.00
035-000-461002	INTEREST EARNED-DUNDEE	0.00	493.35	1,970.24	-1,970.24	0.00
035-000-461003	INTEREST EARNED-NEWBERG	0.00	10,116.61	42,370.19	-42,370.19	0.00
035-000-620001	INTEREST EARNED-YAMHILL COUNTY	0.00	927.01	4,690.41	-4,690.41	0.00
035-000-620002	ACQUISITION	0.00	0.00	0.00	0.00	0.00
035-000-620002	DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
	REVENUE	2,802,500.00	26,779.89	4,889,812.42	-2,087,312.42	174.48
035-000-490000	Transfer in	0.00	0.00	0.00	0.00	0.00
	Transfer IN	0.00	0.00	0.00	0.00	0.00
035	SDC FUNDS	2,802,500.00	26,779.89	4,889,812.42	-2,087,312.42	174.48
036	CP Pool Fund					
036-000-108000	DNU BOND REV	0.00	0.00	0.00	0.00	0.00
036-000-119000	Proceed from Bond	0.00	0.00	0.00	0.00	0.00
036-000-400000	B FB LGIP	0.00	0.00	0.00	0.00	0.00
036-000-400001	BEG BAL US BANK	0.00	0.00	0.00	0.00	0.00
036-000-410000	DNU TAXESBOND CURRENT	0.00	0.00	0.00	0.00	0.00
036-000-461000	INT EARN 5208	0.00	0.00	0.00	0.00	0.00
036-000-461003	USBANK CP INT	0.00	0.00	0.00	0.00	0.00
036-000-480022	OTHER INCOME SOURCES	0.00	0.00	0.00	0.00	0.00
036-000-490001	TRANSFERS FRM GENL FUND	0.00	0.00	0.00	0.00	0.00
036-000-846001	DNU INT REV B5208	0.00	0.00	0.00	0.00	0.00
	REVENUE	0.00	0.00	0.00	0.00	0.00
036	CP Pool Fund	0.00	0.00	0.00	0.00	0.00
037	BOND LOAN SERVICE					
037-000-400000	Pool LS Fund Balance	0.00	0.00	363,811.27	-363,811.27	0.00
037-000-410000	BOND CURRENT	0.00	29,943.46	1,448,589.66	-1,448,589.66	0.00

Account Number	Description	Budget	Period Amt	End Bal	Uncollected	% Collected
037-000-411000	PRIOR BOND	0.00	1,910.39	20,310.76	-20,310.76	0.00
037-000-480025	Misc Rev	0.00	0.00	0.00	0.00	0.00
037-000-490000	TRX LS POOL BOND	1,355,225.00	0.00	0.00	1,355,225.00	0.00
037-000-846001	INT REV BOND LS	<u>0.00</u>	<u>5,367.66</u>	<u>16,923.83</u>	<u>-16,923.83</u>	<u>0.00</u>
	REVENUE	1,355,225.00	37,221.51	1,849,635.52	-494,410.52	136.48
037	BOND LOAN SERVICE	1,355,225.00	37,221.51	1,849,635.52	-494,410.52	136.48
Revenue Total		13,986,528.00	429,230.56	18,497,926.51	-4,511,398.51	1.3226

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General Ledger Expense vs Budget

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Period 07 - 07
Fiscal Year 2023



Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001	GENERAL FUND							
000								
001-000-490000	TRANSFER ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-000-490006	Transfer for Errors	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
000								
000								
413	ADMINISTRATION DEPARTMENT							
001-413-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-110001	SUPERINTENDENT	117,777.00	9,814.68	68,702.76	49,074.24	0.00	49,074.24	41.67
001-413-110002	ADMINISTRATION SUPERVISOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-110003	ASSISTANT SUPERINTENDENT	110,207.00	9,183.86	59,695.09	50,511.91	0.00	50,511.91	45.83
001-413-110032	ADMIN. COORDINATOR	64,436.00	5,369.62	37,144.69	27,291.31	0.00	27,291.31	42.35
001-413-110034	ADMINISTRATIVE SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-110035	Public Information Coordinator	71,040.00	5,920.00	41,075.71	29,964.29	0.00	29,964.29	42.18
001-413-110036	EVENTMARKETING	45,793.00	3,816.08	26,398.19	19,394.81	0.00	19,394.81	42.35
	COORDINATOR							
001-413-110037	AQUATIC SPECIALIST	43,613.00	3,634.36	25,105.34	18,507.66	0.00	18,507.66	42.44
001-413-120000	PARTTIME & TEMP. SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-120001	CLERKTYPIST/CASHIER	8,970.00	592.17	2,026.69	6,943.31	0.00	6,943.31	77.41
001-413-120002	Registration Clerks	150,249.00	7,863.80	54,648.50	95,600.50	0.00	95,600.50	63.63
001-413-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-140001	FICA	46,825.00	3,521.68	23,996.52	22,828.48	0.00	22,828.48	48.75
001-413-140002	UNEMPLOYMENT	36,725.00	4,405.08	5,021.12	31,703.88	0.00	31,703.88	86.33
001-413-140003	RETIREMENT	36,682.00	2,911.58	18,735.55	17,946.45	0.00	17,946.45	48.92
001-413-140004	HEALTH INSURANCE	115,010.00	9,371.68	64,417.33	50,592.67	0.00	50,592.67	43.99
001-413-140005	SAIF	2,264.00	92.48	683.68	1,580.32	0.00	1,580.32	69.80
	PERSONNEL EXPENSE	849,591.00	66,497.07	427,651.17	421,939.83	0.00	421,939.83	49.66
001-413-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-210001	OFFICE SUPPLIES	11,600.00	162.42	2,582.91	9,017.09	0.00	9,017.09	77.73
001-413-210002	POSTAGE SUPPLIES	1,500.00	-226.20	182.48	1,317.52	0.00	1,317.52	87.83
001-413-210003	PROGRAM SUPPLIES	9,300.00	0.00	1,641.28	7,658.72	0.00	7,658.72	82.35

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-413-210020	PROMOTIONAL SUPPLIES	1,000.00	0.00	32.99	967.01	0.00	967.01	96.70
001-413-310000	PRNTGADVERTPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-310001	CLASSIFIED ADS	1,000.00	0.00	66.99	933.01	0.00	933.01	93.30
001-413-310002	BROCHURE	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00
001-413-310003	FLYERS,SCHELDULES, MISC.	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-413-310010	PUBLICITY	1,000.00	0.00	10.63	989.37	0.00	989.37	98.94
001-413-320000	DUESMTGSTRANTRVLEXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-320001	DIRECTORS FEES	360.00	0.00	0.00	360.00	0.00	360.00	100.00
001-413-320002	PROF DUESFEESMAGSBOOKS	9,000.00	45.00	7,635.67	1,364.33	0.00	1,364.33	15.16
001-413-320003	CONFERENCES & WORKSHOPS	5,500.00	0.00	2,345.82	3,154.18	0.00	3,154.18	57.35
001-413-320004	STAFF MIL EAGE	1,000.00	74.88	734.14	265.86	0.00	265.86	26.59
001-413-320005	STAFF EXPENSES	7,750.00	503.05	4,464.51	3,285.49	0.00	3,285.49	42.39
001-413-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-331004	TELEPHONE	4,500.00	311.63	2,304.47	2,195.53	0.00	2,195.53	48.79
001-413-331005	MISCELLANEOUS	0.00	48.98	48.98	-48.98	0.00	-48.98	0.00
001-413-331007	Fees (activenetcbank)	7,000.00	536.03	3,481.95	3,518.05	0.00	3,518.05	50.26
001-413-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-340001	TECH							
001-413-340002	INTERNET AND	732.00	11.58	1,869.49	-1,137.49	0.00	-1,137.49	-155.39
001-413-340003	COMMUNICATION							
001-413-340004	DATA STORAGE AND BACKUP	365.00	2.99	416.95	-51.95	0.00	-51.95	-14.23
001-413-340005	VIDEO AND PHOTOGRAPHY	732.00	133.63	229.08	502.92	0.00	502.92	68.70
001-413-340006	ONLINE ADVERTISING	365.00	0.00	0.00	365.00	0.00	365.00	100.00
001-413-350000	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-350001	BUILDING MAINT & REPAIR	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-413-350002	STRUCTURE MAINT & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-350003	EQUIPMENT MAINT & REPAIR	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-413-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-380001	LEGAL SERVICES	50,000.00	3,791.00	17,451.50	32,548.50	0.00	32,548.50	65.10
001-413-380002	AUDIT SERVICES	27,500.00	8,200.00	8,200.00	19,300.00	0.00	19,300.00	70.18
001-413-380003	PROGRAM CONTRACTS	15,000.00	-21,020.56	8,294.24	6,705.76	0.00	6,705.76	44.71
001-413-380004	INSURANCE SERVICES	13,500.00	0.00	0.00	13,500.00	0.00	13,500.00	100.00
001-413-380005	INTEREST	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
001-413-380006	EQUIP. MAINT. CONTRACTS	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
001-413-380007	CONSULTANT SERVICES	32,000.00	0.00	0.00	32,000.00	0.00	32,000.00	100.00
001-413-380008	PROPERTY TAXES	18,500.00	0.00	18,348.45	151.55	0.00	151.55	0.82
001-413-391000	ELECTIONS	28,000.00	0.00	0.00	28,000.00	0.00	28,000.00	100.00
001-413-456000	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-456002	EQUIPMENT RENTAL	750.00	0.00	0.00	750.00	0.00	750.00	100.00
001-413-456003	BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	254,954.00	-7,425.57	80,342.53	174,611.47	0.00	174,611.47	68.49
413	ADMINISTRATON DEPARTMENT	1,104,545.00	59,071.50	507,993.70	596,551.30	0.00	596,551.30	54.01
450	EXPENDITURES							
001-450-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-450-110021	PARKS (Project) SUPERVISOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-110022	PARKS LEAD/Grounds Coordinator	61,367.00	5,113.90	35,168.11	26,198.89	0.00	26,198.89	42.69
001-450-110023	MAINT SUPER Park Director	0.00	0.00	3,155.36	-3,155.36	0.00	-3,155.36	0.00
001-450-110024	PK TECH Building Coordinator	53,012.00	5,113.90	29,144.93	23,867.07	0.00	23,867.07	45.02
001-450-110025	PARKS TECH 2	43,613.00	0.00	13,469.18	30,143.82	0.00	30,143.82	69.12
001-450-110026	PARKS TECH 3 (GROUNDS)	39,558.00	2,898.05	19,208.00	20,350.00	0.00	20,350.00	51.44
001-450-110027	SYSTEM IT TECH 4	39,558.00	3,139.50	21,556.91	18,001.09	0.00	18,001.09	45.51
001-450-110028	PARKS TECH 5 (BLDG)	39,558.00	289.76	18,420.40	18,137.60	0.00	21,137.60	53.43
001-450-110029	PARKTRAIL SPECIALIST 1	53,012.00	5,113.90	33,240.35	19,771.65	0.00	19,771.65	37.30
001-450-110030	PARKTRAIL SPECIALIST 2	53,012.00	4,947.61	35,296.92	17,715.08	0.00	17,715.08	33.42
001-450-110032	ADM COOR BS Super	81,600.00	6,800.04	47,487.81	34,112.19	0.00	34,112.19	41.80
001-450-110033	SECRETARY I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-120000	PARTTIME & TEMP. SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-120001	PARK LABORER 1	342,373.00	19,228.25	155,917.14	186,455.86	0.00	186,455.86	54.46
001-450-120002	PARK LABORER 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-140001	FICA	61,709.00	4,026.01	31,513.75	30,195.25	0.00	30,195.25	48.93
001-450-140002	UNEMPLOYMENT	48,399.00	4,662.97	6,104.64	42,294.36	0.00	42,294.36	87.39
001-450-140003	RETIREMENT	37,607.00	1,259.96	8,613.66	28,993.34	0.00	28,993.34	77.10
001-450-140004	HEALTH INSURANCE	192,750.00	9,995.80	68,498.98	124,251.02	0.00	124,251.02	64.46
001-450-140005	SAIF	47,671.00	1,572.64	12,601.91	35,069.09	0.00	35,069.09	73.56
	PERSONNEL EXPENSE	1,194,799.00	74,162.29	539,398.05	655,400.95	0.00	655,400.95	54.85
001-450-210000	MATERIAL & SUPPLIES	0.00	0.00	459.08	-459.08	0.00	-459.08	0.00
001-450-210001	OFFICE SUPPLIES	3,094.00	206.33	2,469.32	624.68	0.00	624.68	20.19
001-450-210002	POSTAGE SUPPLIES	1,078.00	48.00	222.60	855.40	0.00	855.40	79.35
001-450-210003	PROGRAM SUPPLIES	12,400.00	1,200.17	13,876.34	-1,476.34	0.00	-1,476.34	-11.91
001-450-210004	SMALL TOOLS	9,612.00	171.63	12,472.76	-2,860.76	0.00	-2,860.76	-29.76
001-450-210005	JANITORIAL SUPPLIES	25,845.00	668.38	14,340.17	11,504.83	0.00	11,504.83	44.51
001-450-210006	CHEMICAL & AGRI. SUPPLIES	48,699.00	6,712.32	11,775.22	36,923.78	0.00	36,923.78	75.82
001-450-210008	GAS & OIL SUPPLIES	24,052.00	2,072.58	12,845.12	11,206.88	0.00	11,206.88	46.59
001-450-310000	PRNTGADVERTPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-310001	CLASSIFIED ADS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-310002	BROCHURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-310003	FLYERS, SCHEDULES, MISC.	2,360.00	0.00	100.00	2,260.00	0.00	2,260.00	95.76
001-450-320000	DUESMTGSTRAINTRVLEXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-320002	PROF. DUESFEESMAGS.BKS	4,890.00	420.57	1,956.51	2,933.49	0.00	2,933.49	59.99
001-450-320003	CONFERENCES & WORKSHOPS	5,050.00	0.00	2,558.93	2,491.07	0.00	2,491.07	49.33
001-450-320004	STAFF MILEAGE	224.00	0.00	0.00	224.00	0.00	224.00	100.00
001-450-320005	STAFF EXPENSE	400.00	13.94	2,780.35	-2,380.35	0.00	-2,380.35	-595.09
001-450-331000	UTILITIES	0.00	0.00	176.62	-176.62	0.00	-176.62	0.00
001-450-331001	ELECTRICITY	78,000.00	7,838.59	44,264.36	33,735.64	0.00	33,735.64	43.25
001-450-331002	NATURAL GAS	59,421.00	8,445.35	13,507.40	45,913.60	0.00	45,913.60	77.27
001-450-331003	WATER & SEWER	236,735.00	6,088.43	184,042.56	52,692.44	0.00	52,692.44	22.26
001-450-331004	TELEPHONE	4,980.00	394.23	2,954.22	2,025.78	0.00	2,025.78	40.68
001-450-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00

GL - Expense vs Budget (02/02/2023 - 11:51 AM)

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-450-331006	GARBAGE EXPENSE	22,389.00	1,708.35	10,067.81	12,321.19	0.00	12,321.19	55.03
001-450-331007	FEES(activeneckbank)	600.00	82.83	319.61	280.39	0.00	280.39	46.73
001-450-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-340001	INTERNET AND COMMUNICATION	8,572.00	813.38	7,671.05	900.95	0.00	900.95	10.51
001-450-340002	DATA AND STORAGE BACK UP	4,201.00	0.00	1,314.08	2,886.92	0.00	2,886.92	68.72
001-450-340003	VIDEO AND PHOTOGRAPHY	185.00	0.00	0.00	185.00	0.00	185.00	100.00
001-450-340004	ONLINE ADVERTISING	50.00	0.00	0.00	50.00	0.00	50.00	100.00
001-450-355001	BUILDING MAINT. & REPAIR	53,010.00	6,837.34	42,328.26	10,681.74	0.00	10,681.74	20.15
001-450-355002	STRUCTURE MAINT. & REPAIR	23,636.00	963.11	7,909.96	15,726.04	0.00	15,726.04	66.53
001-450-355003	EQUIPMENT MAINT. & REPAIR	51,760.00	1,471.92	36,865.21	14,894.79	0.00	14,894.79	28.78
001-450-355004	GROUND MAINT. & REPAIR	75,950.00	109.59	32,411.80	43,538.20	0.00	43,538.20	57.32
001-450-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-380003	PROGRAM CONTRACTS	328,756.00	28,830.12	192,191.61	136,564.39	0.00	136,564.39	41.54
001-450-380004	INSURANCE SERVICES	44,000.00	0.00	1,117.00	42,883.00	0.00	42,883.00	97.46
001-450-380006	EQUIP. MAINT. CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-380009	REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-456001	PARKS LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-456002	EQUIPMENT RENTAL	5,100.00	0.00	1,290.61	3,809.39	0.00	3,809.39	74.69
001-450-456003	BUILDINGS & STRUCTURES	5,125.00	0.00	2,323.00	2,802.00	0.00	2,802.00	54.67
	MATL, SERV., SUPPLIES	1,140,174.00	75,097.16	656,611.56	483,562.44	0.00	483,562.44	42.41
450	EXPENDITURES	2,334,973.00	149,259.45	1,196,009.61	1,138,963.39	0.00	1,138,963.39	48.78
451	AQUATICS							
001-451-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-110031	AQUATIC ss SUPERVISOR	22,667.00	1,888.92	13,112.78	9,554.22	0.00	9,554.22	42.15
001-451-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-110033	SECRETARY I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-110035	AQUATIC COORDINATOR	61,367.00	4,870.40	33,691.89	27,675.11	0.00	27,675.11	45.10
001-451-110036	Aquatic Technician	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-110037	AQUATIC SPECIALIST	48,083.00	4,207.22	29,020.55	19,062.45	0.00	19,062.45	39.64
001-451-120000	PARTTIME & TEM SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-120001	GUARDS	251,160.00	20,707.31	144,153.35	107,006.65	0.00	107,006.65	42.60
001-451-120002	CASHIERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-120003	INSTRUCTORS	101,674.00	3,378.59	44,415.10	57,258.90	0.00	57,258.90	56.32
001-451-120004	COACHES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-120005	FITNESS INSTRUCTOR	18,756.00	1,463.60	11,461.62	7,294.38	0.00	7,294.38	38.89
001-451-120006	PERSONAL TRAINER	3,848.00	121.55	1,700.93	2,147.07	0.00	2,147.07	55.80
001-451-120007	FC MONITOR	25,116.00	3,757.24	30,094.69	-4,978.69	0.00	-4,978.69	-19.82
001-451-120008	Lead Guard	42,331.00	775.78	6,014.62	36,316.38	0.00	36,316.38	85.79
001-451-120009	CHILD MINDER	25,116.00	0.00	0.00	25,116.00	0.00	25,116.00	100.00
001-451-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-140001	FICA	45,909.00	3,145.87	23,969.70	21,939.30	0.00	21,939.30	47.79
001-451-140002	UNEMPLOYMENT	36,007.00	3,571.90	4,753.05	31,253.95	0.00	31,253.95	86.80

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-451-140003	RETIREMENT	10,701.00	877.34	6,066.13	4,634.87	0.00	4,634.87	43.31
001-451-140004	HEALTH INSURANCE	52,250.00	3,326.78	24,182.06	28,067.94	0.00	28,067.94	53.72
001-451-140005	SAIF	35,465.00	1,324.73	10,257.20	25,207.80	0.00	25,207.80	71.08
	PERSONNEL EXPENSE	780,450.00	53,417.23	382,893.67	397,556.33	0.00	397,556.33	50.94
001-451-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-210001	OFFICE SUPPLIES	5,510.00	485.55	3,198.90	2,311.10	0.00	2,311.10	41.94
001-451-210002	POSTAGE SUPPLIES	450.00	64.20	154.30	295.70	0.00	295.70	65.71
001-451-210003	PROGRAM SUPPLIES	18,915.00	250.69	10,575.61	8,339.39	0.00	8,339.39	44.09
001-451-210004	SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-210005	JANITORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-210006	CHEMICAL & AGRIL SUPPLIES	30,800.00	1,973.67	25,984.80	4,815.20	0.00	4,815.20	15.63
001-451-210007	STORE SUPPLIES	7,500.00	0.00	2,179.53	5,320.47	0.00	5,320.47	70.94
001-451-210008	GAS & OIL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-310000	PRNTGADVERPUBLCITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-310001	CLASSIFIED ADS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-310002	BROCHURE	625.00	0.00	0.00	625.00	0.00	625.00	100.00
001-451-310003	FLYERS, SCHEDULES, MISC.	1,450.00	0.00	0.00	1,450.00	0.00	1,450.00	100.00
001-451-320000	DUESMTGSTRAINTRVLEXP	4,850.00	99.25	379.50	4,470.50	0.00	4,470.50	92.18
001-451-320001	DIRECTORS FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-320002	PROF. DUESFEESMAGS BKS	5,340.00	182.42	4,374.18	965.82	0.00	965.82	18.09
001-451-320003	CONFERENCE & WORKSHOPS	1,450.00	0.00	0.00	1,450.00	0.00	1,450.00	100.00
001-451-320004	STAFF MILEAGE	350.00	0.00	0.00	350.00	0.00	350.00	100.00
001-451-320005	STAFF EXPENSE	1,000.00	9.37	53.11	946.89	0.00	946.89	94.69
001-451-320006	WATER POLO EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-331001	ELECTRICITY	207,833.00	19,707.12	130,605.12	77,227.88	0.00	77,227.88	37.16
001-451-331002	NATURAL GAS	69,764.00	5,154.65	27,414.68	42,349.32	0.00	42,349.32	60.70
001-451-331003	WATER & SEWER	29,825.00	5,378.23	39,966.08	-10,141.08	0.00	-10,141.08	-34.00
001-451-331004	TELEPHONE	8,700.00	389.26	2,692.38	6,007.62	0.00	6,007.62	69.05
001-451-331005	DOE REPA YMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-331007	FEES(activecibank)	62,625.00	6,872.63	48,152.60	14,472.40	0.00	14,472.40	23.11
001-451-340000	INTERNET & COMMUNICATON	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-340001	COMMUNICATION	1,067.00	0.00	1,154.93	-87.93	0.00	-87.93	-8.24
001-451-340002	DATA STORAGE AND BACKUP	45.00	0.00	0.00	45.00	0.00	45.00	100.00
001-451-340003	VIDEO AND ONLINE	210.00	133.56	228.96	-18.96	0.00	-18.96	-9.03
001-451-340004	PHOTOGRAPHY							
001-451-340004	ONLINE ADVERTISING	262.00	0.00	0.00	262.00	0.00	262.00	100.00
001-451-355000	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-355001	BUILDING MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-355002	STRUCTURE MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-355003	EQUIPMENT MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-355004	GROUND MAINT & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-380001	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-380003	PROGRAM CONTRACTS	22,000.00	6,244.74	7,267.83	14,732.17	0.00	14,732.17	66.96
001-451-380004	INSURANCE SERVICES	46,449.00	0.00	290.62	46,158.38	0.00	46,158.38	99.37

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-451-380005	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-380006	EQUIP. MAINT. CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-380007	FITNESS CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-380009	REFUNDS	450.00	0.00	0.00	0.00	0.00	144.00	32.00
001-451-456000	RENTAL LEASE	0.00	200.00	306.00	144.00	0.00	0.00	0.00
001-451-456001	PARKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-456002	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-456003	BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	527,470.00	47,145.34	304,979.13	222,490.87	0.00	222,490.87	42.18
451	AQUATICS	1,307,920.00	100,562.57	687,872.80	620,047.20	0.00	620,047.20	47.41
452	ADULT SPORTS DEPARTMENT							
001-452-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-110032	Admin COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-110033	SECRETARY I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-110043	ADULT SPORTS Coord	9,205.00	0.00	793.74	8,411.26	0.00	8,411.26	91.38
001-452-110044	ADULT SPORTS (SS)SUPERVISOR	4,533.00	377.78	2,629.51	1,903.49	0.00	1,903.49	41.99
001-452-120000	PARTTIME & TEMP. SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-120001	SPORTS ASSISTANT	40,186.00	0.00	0.00	40,186.00	0.00	40,186.00	100.00
001-452-120002	SPORTS LEADERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-135001	FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-135002	PARTTIME & TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-140001	FICA	4,125.00	28.88	261.74	3,863.26	0.00	3,863.26	93.65
001-452-140002	UNEMPLOYMENT	3,235.00	34.51	39.64	3,195.36	0.00	3,195.36	98.77
001-452-140003	RETIREMENT	1,113.00	30.22	273.85	839.15	0.00	839.15	75.40
001-452-140004	HEALTH INSURANCE	5,450.00	101.14	1,099.07	4,350.93	0.00	4,350.93	79.83
001-452-140005	SAIF	3,187.00	10.73	107.42	3,079.58	0.00	3,079.58	96.63
	PERSONNEL EXPENSE	71,034.00	583.26	5,204.97	65,829.03	0.00	65,829.03	92.67
001-452-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-210001	OFFICE SUPPLIES	1,600.00	44.77	1,113.34	486.66	0.00	486.66	30.42
001-452-210002	POSTAGE SUPPLIES	175.00	0.60	2.40	172.60	0.00	172.60	98.63
001-452-210003	PROGRAM SUPPLIES	13,260.00	312.50	2,528.50	10,731.50	0.00	10,731.50	80.93
001-452-210004	SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-210005	JANITORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-210006	CHEMICAL & AGRI. SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-210007	STORE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-210008	GAS & OIL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-310000	PRNTGADVERPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-310001	CLASSIFIED ADS	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-452-310002	BROCHURE	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-452-310003	FLYERS, SCHEDULES, MISC.	300.00	0.00	0.00	300.00	0.00	300.00	100.00

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-452-320000	DUESMTGSTRAINTRVLEXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-320001	DIRECTORS FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-320002	PROF. DUESFEESMAGS.BKS	1,700.00	57.00	152.00	1,548.00	0.00	1,548.00	91.06
001-452-320003	CONFERENCES & WORKSHOPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-320004	STAFF MILEAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-320005	STAFF EXPENSE	250.00	0.00	0.00	250.00	0.00	250.00	100.00
001-452-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-331001	ELECTRICITY	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
001-452-331003	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-331004	TELEPHONE	1,300.00	111.56	779.84	520.16	0.00	520.16	40.01
001-452-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-331007	FEES(activetecbank)	750.00	0.00	1.96	748.04	0.00	748.04	99.74
001-452-340000	INTERNET AND COMMUNICATON	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-340001	INTERNET AND COMMUNICATON	487.50	0.00	0.00	487.50	0.00	487.50	100.00
001-452-340002	COMMUNICATION							
001-452-340002	DATA STORAGE AND BACK UP	87.50	0.00	0.00	87.50	0.00	87.50	100.00
001-452-340003	VIDEO AND PHOTOGRAPHY	87.50	133.63	229.08	-141.58	0.00	-141.58	-161.81
001-452-340004	ONLINE ADVERTISING	87.50	0.00	0.00	87.50	0.00	87.50	100.00
001-452-355000	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-355001	BUILDING MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-355002	STRUCTURE MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-355003	EQUIPMENT MAINT. & REPAIR	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-452-355004	GROUND MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-380003	PROGRAM CONTRACTS	16,000.00	0.00	5,604.88	10,395.12	0.00	10,395.12	64.97
001-452-380004	INSURANCE	4,300.00	0.00	290.62	4,009.38	0.00	4,009.38	93.24
001-452-380005	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-380006	EQUIP.MAINT. CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-380009	REFUNDS	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-452-456000	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-456001	PARKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-456002	EQUIPMENT RENTAL	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-452-456003	BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	45,885.00	660.06	10,702.62	35,182.38	0.00	35,182.38	76.68
452	ADULT SPORTS DEPARTMENT	116,919.00	1,243.32	15,907.59	101,011.41	0.00	101,011.41	86.39
453	YOUTH SPORTS DEPARTMENT							
001-453-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-110033	SECRETARY I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-110042	YOUTH SPORTS ss SUPERVISOR	18,133.00	1,511.13	10,518.02	7,614.98	0.00	7,614.98	42.00
001-453-110043	SPORTS TECHNICIAN	35,880.00	3,139.50	20,406.75	15,473.25	0.00	15,473.25	43.13
001-453-110045	YOUTH SPORTS COORDINATOR	52,162.00	5,113.90	34,582.17	17,579.83	0.00	17,579.83	33.70
001-453-120000	PARTTIME & TEMP. SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-453-120001	SPORTS LEADERS	70,684.00	573.56	2,497.05	68,186.95	0.00	68,186.95	96.47
001-453-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-135002	PARTTIME & TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-140001	FICA	13,530.00	790.85	5,202.29	8,327.71	0.00	8,327.71	61.55
001-453-140002	UNEMPLOYMENT	10,612.00	964.50	1,154.38	9,457.62	0.00	9,457.62	89.12
001-453-140003	RETIREMENT	8,600.00	530.00	3,608.00	4,992.00	0.00	4,992.00	58.05
001-453-140004	HEALTH INSURANCE	57,800.00	4,424.18	33,689.21	24,110.79	0.00	24,110.79	41.71
001-453-140005	SAIF	10,452.00	331.89	2,145.33	8,306.67	0.00	8,306.67	79.47
	PERSONNEL EXPENSE	277,853.00	17,379.51	113,803.20	164,049.80	0.00	164,049.80	59.04
001-453-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-210001	OFFICE SUPPLIES	3,500.00	150.36	1,953.88	1,546.12	0.00	1,546.12	44.17
001-453-210002	POSTAGE SUPPLIES	175.00	13.80	109.20	65.80	0.00	65.80	37.60
001-453-210003	PROGRAM SUPPLIES	78,860.00	3,659.57	63,379.25	15,480.75	0.00	15,480.75	19.63
001-453-210004	SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-210005	JANITORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-210006	CHEMICAL & AGRI. SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-210007	STORE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-210008	GAS & OIL SUPPLIES	400.00	0.00	0.00	400.00	0.00	400.00	100.00
001-453-310000	PRNTGADVERTPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-310001	CLASSIFIED ADS	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-453-310002	BROCHURE	800.00	0.00	0.00	800.00	0.00	800.00	100.00
001-453-310003	FLYERS, SCHEDULES, MISC.	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-453-320000	DUESMTGSTRANTRVLEXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-320001	DIRECTORS FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-320002	PROF. DUESFEESMAGS, BKS	1,466.00	57.00	540.10	925.90	0.00	925.90	63.16
001-453-320003	CONFERENCES & WORKSHOPS	300.00	0.00	0.00	300.00	0.00	300.00	100.00
001-453-320004	STAFF MILEAGE	700.00	0.00	0.00	700.00	0.00	700.00	100.00
001-453-320005	STAFF EXPENSE	1,200.00	0.66	316.99	883.01	0.00	883.01	73.58
001-453-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-331001	ELECTRICITY	2,000.00	91.59	2,869.97	-869.97	0.00	-869.97	-43.50
001-453-331002	NATURAL GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-331003	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-331004	TELEPHONE	1,500.00	90.07	630.71	869.29	0.00	869.29	57.95
001-453-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-331007	FEES(activencrbank)	8,000.00	67.23	2,037.24	5,962.76	0.00	5,962.76	74.53
001-453-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-340001	INTERNET AND COMMUNICATION	1,323.40	0.00	0.00	1,323.40	0.00	1,323.40	100.00
001-453-340002	DATA STORAGE & BACK UP	237.54	0.00	0.00	237.54	0.00	237.54	100.00
001-453-340003	VIDEO & PHOTOGRAPHY	237.53	133.56	228.96	8.57	0.00	8.57	3.61
001-453-340004	ONLINE ADVERTISING	237.53	0.00	0.00	237.53	0.00	237.53	100.00
001-453-355000	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-355001	BUILDING MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-355002	STRUCTURE MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-355003	EQUIPMENT MAINT. & REPAIR	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-453-355004	GROUND MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-453-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-380001	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-380002	ARCHLANDSCAPE SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-380003	PROGRAM CONTRACTS	90,000.00	3,063.67	45,705.35	44,294.65	0.00	44,294.65	49.22
001-453-380004	INSURANCE SERVICES	5,000.00	0.00	1,072.14	3,927.86	0.00	3,927.86	78.56
001-453-380009	REFUNDS	1,000.00	0.00	149.00	851.00	0.00	851.00	85.10
001-453-456000	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-456001	PARKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-456002	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-456003	BUILDINGS & STRUCTURES	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
	MATL. SERV., SUPPLIES	209,037.00	7,327.51	118,992.79	90,044.21	0.00	90,044.21	43.08
453	YOUTH SPORTS DEPARTMENT	486,890.00	24,707.02	232,795.99	254,094.01	0.00	254,094.01	52.19
454	CLASSES/SPECIAL ACTIVITY							
001-454-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-110033	SECRETARY I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-110051	RECREATION SUPERVISOR	9,067.00	755.56	5,259.02	3,807.98	0.00	3,807.98	42.00
001-454-110053	RECREATION COORDINATOR	30,684.00	2,556.97	17,688.03	12,995.97	0.00	12,995.97	42.35
001-454-120000	PART TIME & TEMP SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-120001	PART TIME REC STAFF	41,680.00	1,522.91	20,607.79	21,072.21	0.00	21,072.21	50.56
001-454-120005	SPECIAL EVENTS LEADER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-140001	FICA	6,229.00	369.87	3,331.77	2,897.23	0.00	2,897.23	46.51
001-454-140002	UNEMPLOYMENT	4,886.00	471.12	613.04	4,272.96	0.00	4,272.96	87.45
001-454-140003	RETIREMENT	3,220.00	265.00	1,835.75	1,384.25	0.00	1,384.25	42.99
001-454-140004	HEALTH INSURANCE	16,500.00	1,367.82	9,573.04	6,926.96	0.00	6,926.96	41.98
001-454-140005	SAIF	4,812.00	100.28	1,060.09	3,751.91	0.00	3,751.91	77.97
	PERSONNEL EXPENSE	117,078.00	7,409.53	59,968.53	57,109.47	0.00	57,109.47	48.78
001-454-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-210001	OFFICE SUPPLIES	2,000.00	171.22	674.55	1,325.45	0.00	1,325.45	66.27
001-454-210002	POSTAGE SUPPLIES	600.00	7.20	24.00	576.00	0.00	576.00	96.00
001-454-210003	PROGRAM SUPPLIES	7,500.00	351.13	5,823.69	1,676.31	0.00	1,676.31	22.35
001-454-210004	SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-210005	JANITORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-210008	GAS & OIL SUPPLIES	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-454-210024	QUILT CLUB SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-310000	PRNTGADVERTPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-310001	CLASSIFB ADS	150.00	0.00	0.00	150.00	0.00	150.00	100.00
001-454-310002	BROCHURE	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-454-310003	FLYERS, SCHEDULES, MISC.	250.00	0.00	0.00	250.00	0.00	250.00	100.00
001-454-320000	DUESMTGSTRAINTRVLEXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CL - Expense vs Budget (02/02/2023 - 11:51 AM)

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-454-320001	DIRECTORS FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-320002	PROF. DUESFEESMAGS.BKS	400.00	57.00	450.10	-50.10	0.00	-50.10	-12.53
001-454-320003	CONFERENCES & WORKSHOPS	1,400.00	0.00	0.00	1,400.00	0.00	1,400.00	100.00
001-454-320004	STAFF MILEAGE	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-454-320005	STAFF EXPENSE	800.00	0.00	162.82	637.18	0.00	637.18	79.65
001-454-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-331001	ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-331002	NATURAL GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-331003	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-331004	TELEPHONE	400.00	0.00	0.00	400.00	0.00	400.00	100.00
001-454-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-331007	FEES(activenetcbank)	4,000.00	36.04	443.32	3,556.68	0.00	3,556.68	88.92
001-454-340000	INTERNET & COMMUNICATION	1,100.00	0.00	0.00	1,100.00	0.00	1,100.00	100.00
001-454-340001	INTERNET AND COMMUNICATION	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-454-340002	DATA STORAGE & BACK UP	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-454-340003	VIDEO & PHOTOGRAPHY	200.00	133.56	228.96	-28.96	0.00	-28.96	-14.48
001-454-340004	ONLINE ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-355000	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-355001	BUILDING MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-355002	STRUCTURE MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-355003	EQUIPMENT MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-355004	GROUND MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-380003	PROGRAM CONTRACTS	20,000.00	551.02	20,140.11	-140.11	0.00	-140.11	-0.70
001-454-380004	INSURANCE SERVICES	5,000.00	0.00	290.62	4,709.38	0.00	4,709.38	94.19
001-454-380005	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-380006	EQUIPMENT MAINT. CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-380007	SENIOR TRIPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-380009	REFUNDS	150.00	0.00	0.00	150.00	0.00	150.00	100.00
001-454-380013	CONTRACTS-ADMISSIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-456000	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-456001	PARKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-456002	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-456003	BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	44,650.00	1,307.17	28,238.17	16,411.83	0.00	16,411.83	36.76
454	CLASSES/SPECIAL ACTIVITY	161,728.00	8,716.70	88,206.70	73,521.30	0.00	73,521.30	45.46
455	PLAYGROUNDS & CENTERS							
001-455-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-110033	SECRETARY I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-110052	RECREATION SUPERVISOR	9,067.00	755.56	5,259.02	3,807.98	0.00	3,807.98	42.00
001-455-110055	RECREATION COORDINATOR	12,273.00	1,022.79	7,181.97	5,091.03	0.00	5,091.03	41.48

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-455-110056	CARE TECHNICIAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-120000	PART TIME & TEMP SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-120001	AFTER SCHOOL STAFF	394,561.00	20,688.16	177,797.41	216,763.59	0.00	216,763.59	54.94
001-455-120002	PLAYGROUND/EVENTS STAFF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-120003	CENTERS STAFF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-120004	CARE DIRECTOR	43,613.00	3,634.36	25,178.14	18,434.86	0.00	18,434.86	42.27
001-455-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-135001	FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-135002	PARTIME & TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-140001	FICA	35,153.00	1,996.79	16,473.03	18,679.97	0.00	18,679.97	53.14
001-455-140002	UNEMPLOYMENT	27,571.00	2,368.74	3,217.72	24,353.28	0.00	24,353.28	88.33
001-455-140003	RETIREMENT	5,261.00	433.00	3,009.42	2,251.58	0.00	2,251.58	42.80
001-455-140004	HEALTH INSURANCE	36,110.00	3,001.02	21,062.10	15,047.90	0.00	15,047.90	41.67
001-455-140005	SAIF	9,216.00	285.49	2,402.59	6,813.41	0.00	6,813.41	73.93
	PERSONNEL EXPENSE	572,825.00	34,185.91	261,581.40	311,243.60	0.00	311,243.60	54.33
001-455-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-210001	OFFICE SUPPLIES	3,500.00	384.50	881.79	2,618.21	0.00	2,618.21	74.81
001-455-210002	POSTAGE SUPPLIES	500.00	41.40	44.40	455.60	0.00	455.60	91.12
001-455-210003	PROGRAM SUPPLIES	25,000.00	0.00	3,497.97	21,502.03	0.00	21,502.03	86.01
001-455-210004	CARE DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-210005	JANITORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-210006	CHEMICAL & AGRI SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-210007	STORE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-210008	GAS & OIL SUPPLIES	300.00	0.00	0.00	300.00	0.00	300.00	100.00
001-455-210013	SUMMER PLAYGR SUPPLIES	4,000.00	0.00	361.68	3,638.32	0.00	3,638.32	90.96
001-455-210014	CARE SNACKS	14,000.00	0.00	4,905.99	9,094.01	0.00	9,094.01	64.96
001-455-310000	PRNTGADVERPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-310001	CLASSIFIED ADS	300.00	0.00	0.00	300.00	0.00	300.00	100.00
001-455-310002	BROCHURE	1,000.00	168.00	588.00	412.00	0.00	412.00	41.20
001-455-310003	FLYERS, SCHEDULES, MISC.	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-455-320000	DUESMTGSTRANTRVLEXP	0.00	57.00	0.00	454.90	0.00	454.90	0.00
001-455-320002	PROF. DUESFEESMAGS.BKS	815.00	0.00	360.10	454.90	0.00	454.90	55.82
001-455-320003	CONFERENCES & WORKSHOPS	700.00	0.00	0.00	700.00	0.00	700.00	100.00
001-455-320004	STAFF MIL EAGE	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-455-320005	STAFF EXPENSE	2,000.00	3.47	370.71	1,629.29	0.00	1,629.29	81.46
001-455-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-331001	ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-331002	NATURAL GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-331003	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-331004	TELEPHONE	5,500.00	481.84	4,091.38	1,408.62	0.00	1,408.62	25.61
001-455-331007	FBS(activetecbank)	20,000.00	2,352.74	21,544.17	-1,544.17	0.00	-1,544.17	-7.72
001-455-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-340001	INTERNET AND COMMUNICATION	1,100.00	0.00	0.00	1,100.00	0.00	1,100.00	100.00
001-455-340002	DATA STORAGE AND BACK UP	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-455-340003	VIDEO AND PHOTOGRAPHY	200.00	133.63	229.08	-29.08	0.00	-29.08	-14.54

GL - Expense vs Budget (02/02/2023 - 11:51 AM)

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-455-340004	ONLINE ADVERTISING	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-455-355000	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-355001	BUILDING MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-355002	STRUCTURE MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-355003	EQUIPMENT MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-380003	PROGRAM CONTRACTS	5,000.00	3,673.37	4,488.78	511.22	0.00	511.22	10.22
001-455-380004	INSURANCE SERVICES	4,000.00	0.00	290.62	3,709.38	0.00	3,709.38	92.73
001-455-380009	REFUNDS	3,000.00	0.00	1,167.10	1,832.90	0.00	1,832.90	61.10
001-455-380013	CONTRACTS-ADMISSIONS	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
001-455-456000	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-456002	EQUIPMENT RENTAL	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
001-455-456003	BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL. SERV., SUPPLIES	106,915.00	7,295.95	42,821.77	64,093.23	0.00	64,093.23	59.95
001-455-610001	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455	PLAYGROUNDS & CENTERS	679,740.00	41,481.86	304,403.17	375,336.83	0.00	375,336.83	55.22
456	COMM CNTRS SCOUT HOUSE							
001-456-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-110001	RECREATION SUPERVISOR	4,533.00	377.78	2,455.57	2,077.43	0.00	2,077.43	45.83
001-456-110002	RECREATION COORDINATOR	12,273.00	1,022.79	6,822.01	5,450.99	0.00	5,450.99	44.41
001-456-110003	ADULT/ YOUTH COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-110004	SR. CENTER SPECIALIST	41,536.00	3,139.18	22,013.73	19,522.27	0.00	19,522.27	47.00
001-456-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-120000	PARTTIME & TEMP. SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-120001	BUILDING LEADER	14,352.00	0.00	0.00	14,352.00	0.00	14,352.00	100.00
001-456-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-140001	FICA	5,561.00	347.30	2,393.85	3,167.15	0.00	3,167.15	56.95
001-456-140002	UNEMPLOYMENT	4,362.00	424.79	530.65	3,831.35	0.00	3,831.35	87.83
001-456-140003	RETIREMENT	4,726.00	237.61	910.46	3,815.54	0.00	3,815.54	80.74
001-456-140004	HEALTH INSURANCE	31,850.00	2,898.48	18,702.50	13,147.50	0.00	13,147.50	41.28
001-456-140005	SAIF	1,851.00	59.18	419.09	1,431.91	0.00	1,431.91	77.36
	PERSONNEL EXPENSE	121,044.00	8,507.11	54,247.86	66,796.14	0.00	66,796.14	55.18
001-456-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-210001	OFFICE SUPPLIES	1,000.00	3.22	59.25	940.75	0.00	940.75	94.08
001-456-210002	POSTAGE SUPPLIES	400.00	1.20	10.80	389.20	0.00	389.20	97.30
001-456-210003	PROGRAM SUPPLIES	4,000.00	0.00	2,293.11	1,706.89	0.00	1,706.89	42.67
001-456-210006	CHEMICAL & AGRI. SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-210008	GAS & OIL SUPPLIES	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-456-210013	VENDING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-310001	CLASSIFIED ADS	450.00	0.00	131.78	318.22	0.00	318.22	70.72

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-456-310002	BROCHURE	1,000.00	168.00	588.00	412.00	0.00	412.00	41.20
001-456-310003	FLYERS, SCHEDULES, MISC.	250.00	0.00	0.00	250.00	0.00	250.00	100.00
001-456-320002	PROF DUES/FEES/MAGS/BOOKS	540.00	57.00	152.00	388.00	0.00	388.00	71.85
001-456-320003	CONF & WORKSHOPS	600.00	0.00	0.00	600.00	0.00	600.00	100.00
001-456-320004	STAFF MILEAGE	1,100.00	0.00	73.75	1,026.25	0.00	1,026.25	93.30
001-456-320005	STAFF EXPENSES	300.00	0.56	120.85	179.15	0.00	179.15	59.72
001-456-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-331001	ELECTRICITY	8,000.00	585.60	4,469.86	3,530.14	0.00	3,530.14	44.13
001-456-331002	NATURAL GAS	1,400.00	346.79	575.56	824.44	0.00	824.44	58.89
001-456-331003	WATER & SEWER	20,000.00	2,107.26	13,013.80	6,986.20	0.00	6,986.20	34.93
001-456-331004	TELEPHONE	1,900.00	123.43	884.87	1,015.13	0.00	1,015.13	53.43
001-456-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-331007	FEES(active/cbank)	1,000.00	91.69	1,236.93	-236.93	0.00	-236.93	-23.69
001-456-340000	INTERNET AND COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-340001	INTERNET AND COMMUNICATION	1,100.00	0.00	0.00	1,100.00	0.00	1,100.00	100.00
001-456-340002	DATA STORAGE & BACK UP	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-456-340003	VIDEO & PHOTOGRAPHY	200.00	133.56	228.96	-28.96	0.00	-28.96	-14.48
001-456-340004	ONLINE ADVERTISING	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-456-355003	EQUIPMENT MAINT. & REPAIR	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-456-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-380003	PROGRAM CONTRACTS	7,000.00	183.68	1,405.67	5,594.33	0.00	5,594.33	79.92
001-456-380004	INSURANCE SERVICES	50,000.00	0.00	528.78	49,471.22	0.00	49,471.22	98.94
001-456-380006	EQUIP MAINT CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-380007	SENIOR TRIPS	5,000.00	0.00	165.00	4,835.00	0.00	4,835.00	96.70
001-456-380009	REFUNDS	4,000.00	450.00	510.00	3,490.00	0.00	3,490.00	87.25
001-456-456002	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>109,840.00</u>	<u>4,251.99</u>	<u>26,448.97</u>	<u>83,391.03</u>	<u>0.00</u>	<u>83,391.03</u>	<u>75.92</u>
456	COMM CNTRS SCOUT HOUSE	230,884.00	12,759.10	80,696.83	150,187.17	0.00	150,187.17	65.05
457	COMM SCHOOLS							
001-457-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-110032	ADMIN COORDINATOR	10,880.00	906.67	6,345.64	4,534.36	0.00	4,534.36	41.68
001-457-110057	COMM SCHOOL COORDINATOR	6,137.00	511.35	3,323.96	2,813.04	0.00	2,813.04	45.84
001-457-120000	PART-TIME & TEMP SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-120001	PART TIME STAFF	27,480.00	0.00	227.50	27,252.50	0.00	27,252.50	99.17
001-457-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-135001	FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-135002	PART TIME & TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-140001	FICA	3,404.00	108.48	757.12	2,646.88	0.00	2,646.88	77.76
001-457-140002	UNEMPLOYMENT	2,670.00	129.67	144.00	2,526.00	0.00	2,526.00	94.61
001-457-140003	RETIREMENT	1,378.00	113.46	773.67	604.33	0.00	604.33	43.86
001-457-140004	HEALTH INSURANCE	5,800.00	475.80	3,223.09	2,576.91	0.00	2,576.91	44.43

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-457-140005	WORKERS COMP	2,630.00	31.55	231.00	2,399.00	0.00	2,399.00	91.22
	PERSONNEL EXPENSE	60,379.00	2,276.98	15,025.98	45,353.02	0.00	45,353.02	75.11
001-457-210000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210001	OFFICE SUPPLIES	2,000.00	142.77	570.86	1,429.14	0.00	1,429.14	71.46
001-457-210002	POSTAGE SUPPLIES	400.00	0.60	1.80	398.20	0.00	398.20	99.55
001-457-210003	PROGRAM SUPPLIES	5,000.00	0.00	628.43	4,371.57	0.00	4,371.57	87.43
001-457-210004	SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210005	JANITORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210006	CHEMICAL & AGRL SUPP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210007	STORE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210008	GAS & OIL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210014	SNACKS & FOOD	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-457-210015	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-310000	PRNTADPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-310001	CLASSIFIED ADS	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-457-310002	BROCHURE	50.00	0.00	0.00	50.00	0.00	50.00	100.00
001-457-310003	FLYERSSCHEDMISC	250.00	0.00	0.00	250.00	0.00	250.00	100.00
001-457-320000	DUESMBETRNTRVEXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-320001	DIRECTOR FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-320002	PROF DUESFEESMAGBOOK	800.00	57.00	242.00	558.00	0.00	558.00	69.75
001-457-320003	CONF & WORKSHOPS	275.00	0.00	0.00	275.00	0.00	275.00	100.00
001-457-320004	STAFF MILEAGE	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-457-320005	STAFF EXPENSE	400.00	0.00	0.00	400.00	0.00	400.00	100.00
001-457-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-331001	ELECTRIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-331002	NATURAL GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-331003	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-331004	TELEPHONE	500.00	0.00	13.78	486.22	0.00	486.22	97.24
001-457-331005	COMPUTER & CABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-331007	FEES(activenetcbank)	1,000.00	31.33	230.04	769.96	0.00	769.96	77.00
001-457-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-340001	COMMUNICATION	1,100.00	0.00	0.00	1,100.00	0.00	1,100.00	100.00
001-457-340002	DATA STORAGE AND BACK UP	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-457-340003	VIDEO & PHOTOGRAPHY	200.00	133.63	229.08	-29.08	0.00	-29.08	-14.54
001-457-340004	ONLINE ADVERTISING	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-457-355000	MAINT & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-355001	BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-355002	STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-355003	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-355004	VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-355005	PROF & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380000	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380001	AUDIT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380002	PROGRAM CONTRACTS	11,000.00	0.00	11,947.99	-947.99	0.00	-947.99	-8.62
001-457-380003	INSURANCE SERVICES	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-457-380005	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380006	EQUIP MAINT CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380007	CONSULTANT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380008	PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380009	REFUNDS	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-457-391000	ELECTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-456000	RENTAL/LEASES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-456002	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-456003	BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	26,075.00	365.33	13,863.98	12,211.02	0.00	12,211.02	46.83
457	COMM SCHOOLS	86,454.00	2,642.31	28,889.96	57,564.04	0.00	57,564.04	66.58
458	GOLF COURSE MAINT.							
001-458-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-110058	GOLF COURSE SUPERVISOR	9,067.00	755.56	5,276.42	3,790.58	0.00	3,790.58	41.81
001-458-110059	GC MAINT COORDINATOR	53,012.00	4,638.48	30,548.91	22,463.09	0.00	22,463.09	42.37
001-458-110060	GOLF MECHANIC	49,083.00	0.00	1,927.76	47,155.24	0.00	47,155.24	96.07
001-458-110061	Golf Landscaper	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-110062	ASSIST GROUNDS GC	41,536.00	0.00	0.00	41,536.00	0.00	41,536.00	100.00
001-458-120000	PARTTIME & TEMP SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-120001	PART TIME HELP	180,619.00	3,115.02	51,637.37	128,981.63	0.00	128,981.63	71.41
001-458-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-135001	FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-135002	PART TIME & TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-140001	FICA	25,499.00	650.94	6,838.31	18,660.69	0.00	18,660.69	73.18
001-458-140002	UNEMPLOYEMENT	19,999.00	771.91	1,124.63	18,874.37	0.00	18,874.37	94.38
001-458-140003	RETIREMENT	12,369.00	60.44	422.08	11,946.92	0.00	11,946.92	96.59
001-458-140004	HEALTH INS	90,250.00	1,047.34	7,697.07	82,552.93	0.00	82,552.93	91.47
001-458-140005	WORKERS COMP	19,698.00	112.52	1,333.78	18,364.22	0.00	18,364.22	93.23
	PERSONNEL EXPENSE	501,132.00	11,152.21	106,806.33	394,325.67	0.00	394,325.67	78.69
001-458-210000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-210001	OFFICE SUPPLIES	1,780.00	195.91	2,554.56	-774.56	0.00	-774.56	-43.51
001-458-210002	POSTAGE SUPPLIES	450.00	0.00	8.70	441.30	0.00	441.30	98.07
001-458-210003	PROGRAM SUPPLIES	15,772.00	0.00	3,464.55	12,307.45	0.00	12,307.45	78.03
001-458-210004	SMALL TOOLS	6,160.00	0.00	1,925.30	4,234.70	0.00	4,234.70	68.75
001-458-210005	LANTORIAL SUPPLIES	2,000.00	0.00	92.00	1,908.00	0.00	1,908.00	95.40
001-458-210006	CHEMICAL & AGRI. SUPPLIES	101,831.00	1,475.00	7,765.71	94,065.29	0.00	94,065.29	92.37
001-458-210007	STORE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-210008	GAS & OIL SUPPLIES	39,285.00	210.20	26,996.41	12,288.59	0.00	12,288.59	31.28
001-458-210014	SNACKS & FOOD	660.00	0.00	0.00	660.00	0.00	660.00	100.00
001-458-210015	UNIFORMS	720.00	0.00	251.96	468.04	0.00	468.04	65.01
001-458-310000	PRINTADPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-458-310001	CLASSIFIED ADS	530.00	0.00	0.00	530.00	0.00	530.00	100.00
001-458-310002	BROCHURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-310003	FLYERS/SCHEMATIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-320000	DUES/MEET/INTRA/VE/EXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-320001	DIRECTOR FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-320002	PROF DUES/FEES/MAG/BOOKS	1,600.00	32.38	647.38	952.62	0.00	952.62	59.54
001-458-320003	CONF & WORKSHOPS	2,920.00	0.00	0.00	2,920.00	0.00	2,920.00	100.00
001-458-320004	STAFF MILEAGE	112.00	0.00	0.00	112.00	0.00	112.00	100.00
001-458-320005	STAFF EXPENSE	260.00	2.85	95.61	164.39	0.00	164.39	63.23
001-458-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-331001	ELECTRIC	18,900.00	2,930.39	28,233.67	-9,333.67	0.00	-9,333.67	-49.38
001-458-331002	NATURAL GAS	7,800.00	199.67	1,172.94	6,627.06	0.00	6,627.06	84.96
001-458-331003	WATER & SEWER	176,250.00	2,909.57	150,426.12	25,823.88	0.00	25,823.88	14.65
001-458-331004	TELEPHONE	1,032.00	165.67	1,122.55	-90.55	0.00	-90.55	-8.77
001-458-331005	COMPUTER & CABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-331006	GAR/BAGE EXPENSE	720.00	0.00	0.00	720.00	0.00	720.00	100.00
001-458-331007	FEES(ach/ven/cbank)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-340001	INTERNET AND	1,141.00	0.00	0.00	1,141.00	0.00	1,141.00	100.00
001-458-340002	COMMUNICATION	81.00	0.00	0.00	81.00	0.00	81.00	100.00
001-458-340003	DATA STORAGE AND BACKUP	185.00	0.00	0.00	185.00	0.00	185.00	100.00
001-458-340004	VIDEO AND PHOTOGRAPHY	50.00	0.00	0.00	50.00	0.00	50.00	100.00
001-458-355000	MAINT & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-355001	BUILDINGS	7,108.00	0.00	1,966.19	5,141.81	0.00	5,141.81	72.34
001-458-355002	STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-355003	EQUIPMENT	44,700.00	1,155.33	34,331.59	10,368.41	0.00	10,368.41	23.20
001-458-355004	GROUNDS	106,160.00	170.80	32,109.40	74,050.60	0.00	74,050.60	69.75
001-458-355005	VEHICLES	1,600.00	0.00	0.00	1,600.00	0.00	1,600.00	100.00
001-458-380000	PROF & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-380001	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-380002	AUDIT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-380003	PROGRAM CONTRACTS	22,410.00	2,060.73	5,122.63	17,287.37	0.00	17,287.37	77.14
001-458-380004	INSURANCE	11,000.00	0.00	0.00	11,000.00	0.00	11,000.00	100.00
001-458-380005	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-380006	EQUIP MAINT CONTRACTS	7,240.00	0.00	0.00	7,240.00	0.00	7,240.00	100.00
001-458-380007	CONSULTANT SERVICES	2,500.00	0.00	0.00	2,500.00	0.00	2,500.00	100.00
001-458-380008	PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-391000	ELECTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-456000	RENTAL/LEASES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-456002	EQUIPMENT	600.00	0.00	0.00	600.00	0.00	600.00	100.00
001-458-456003	BUILD & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-456003	MATL. SERV., SUPPLIES	583,557.00	11,508.50	298,287.27	285,269.73	0.00	285,269.73	48.88
458	GOLF COURSE MAINT.	1,084,689.00	22,660.71	405,093.60	679,595.40	0.00	679,595.40	62.65

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
459	GOLF CLUB HOUSE							
001-459-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-110001	Special Services Supervisor	11,787.00	982.20	6,836.62	4,950.38	0.00	4,950.38	42.00
001-459-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-110059	CLUB HOUSE COORDINATOR	78,433.00	6,526.80	45,429.44	33,003.56	0.00	33,003.56	42.08
001-459-110060	CLUB HOUSE ASST	45,793.00	3,816.08	26,398.25	19,394.75	0.00	19,394.75	42.35
001-459-110061	CLUB HOUSE ASSISTANT 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-120000	PART TIME & TEMP SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-120001	GOLF CLERKS	138,000.00	3,772.55	47,657.59	90,342.41	0.00	90,342.41	65.47
001-459-120002	MARSHALL STARTER STAFF	7,935.00	0.00	2,242.51	5,692.49	0.00	5,692.49	71.74
001-459-120003	OUTSIDE SERVICE STAFF	53,475.00	1,940.63	37,983.08	15,491.92	0.00	15,491.92	28.97
001-459-120004	GOLF	12,075.00	0.00	0.00	12,075.00	0.00	12,075.00	100.00
001-459-120005	GOLF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-120006	SNACK BAR CLERK	25,875.00	0.00	1,038.49	24,836.51	0.00	24,836.51	95.99
001-459-120007	BEVERAGE CART CLERK	17,250.00	0.00	0.00	17,250.00	0.00	17,250.00	100.00
001-459-120008	CATERING STAFF	3,450.00	0.00	9,577.50	-6,127.50	0.00	-6,127.50	-177.61
001-459-120010	GOLF AMBASSADOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-120011	LESSON	21,746.00	0.00	0.00	21,746.00	0.00	21,746.00	100.00
001-459-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-135001	FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-135002	PART TIME & TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-140001	FICA	31,810.00	1,303.42	13,559.59	18,250.41	0.00	18,250.41	57.37
001-459-140002	UNEMPLOYEMENT	24,949.00	1,608.00	2,202.80	22,746.20	0.00	22,746.20	91.17
001-459-140003	RETIREMENT	11,017.00	600.72	4,181.27	6,835.73	0.00	6,835.73	62.05
001-459-140004	HEALTH INS	41,250.00	3,405.08	23,830.68	17,419.32	0.00	17,419.32	42.23
001-459-140005	WORKERS COMP	10,195.00	232.37	2,578.98	7,616.02	0.00	7,616.02	74.70
	PERSONNEL EXPENSE	535,040.00	24,187.85	223,516.80	311,523.20	0.00	311,523.20	58.22
001-459-210000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-210001	OFFICE SUPPLIES	1,000.00	43.15	276.03	723.97	0.00	723.97	72.40
001-459-210002	POSTAGE SUPPLIES	1,000.00	28.80	121.76	878.24	0.00	878.24	87.82
001-459-210003	PROGRAM SUPPLIES	43,250.00	0.00	17,708.96	25,541.04	0.00	25,541.04	59.05
001-459-210004	SMALL TOOLS	200.00	33.12	210.25	-10.25	0.00	-10.25	-5.13
001-459-210005	JANITORIAL SUPPLIES	6,000.00	474.74	4,229.91	1,770.09	0.00	1,770.09	29.50
001-459-210006	CHEM & AGRICULT. SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-210007	STORE SUPPLIES	173,250.00	7,787.07	105,796.29	67,453.71	0.00	67,453.71	38.93
001-459-210008	GAS & OIL SUPPLIES	250.00	0.00	53.50	196.50	0.00	196.50	78.60
001-459-210014	SNACKS & FOOD	500.00	0.00	190.22	309.78	0.00	309.78	61.96
001-459-210015	UNIFORMS	3,500.00	0.00	1,085.00	2,415.00	0.00	2,415.00	69.00
001-459-310000	PRINTADPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-310001	CLASSIFIED ADS	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-459-310002	BROCHURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-310003	FLYERSSCHEDMISC	26,900.00	34.83	5,964.79	20,935.21	0.00	20,935.21	77.83
001-459-320000	DUESMEETRAINEXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-320001	DIRECTOR FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-320002	PROF DUESFEESMAGBOOKS	3,650.00	0.00	730.57	2,919.43	0.00	2,919.43	79.98
001-459-320003	CONF & WORKSHOPS	4,000.00	0.00	140.00	3,860.00	0.00	3,860.00	96.50

GL - Expense vs Budget (02/02/2023 - 11:51 AM)

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-459-320004	STAFF MILEAGE	750.00	0.00	12.40	737.60	0.00	737.60	98.35
001-459-320005	STAFF EXPENSE	750.00	91.64	357.90	392.10	0.00	392.10	52.28
001-459-331001	ELECTRIC	16,200.00	0.00	0.00	16,200.00	0.00	16,200.00	100.00
001-459-331002	NATURAL GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-331003	WATER & SEWER	12,500.00	0.00	0.00	12,500.00	0.00	12,500.00	100.00
001-459-331004	TELEPHONE	3,000.00	0.00	34.44	2,965.56	0.00	2,965.56	98.85
001-459-331005	COMPUTER & CABLE	0.00	192.02	1,353.46	-1,353.46	0.00	-1,353.46	0.00
001-459-331006	GARBAGE	5,500.00	472.38	3,306.66	2,193.34	0.00	2,193.34	39.88
001-459-331007	FEES(activeetcbank)	42,000.00	1,150.70	26,152.15	15,847.85	0.00	15,847.85	37.73
001-459-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-340001	INTERNET AND COMMUNICATION	1,110.00	0.00	0.00	1,110.00	0.00	1,110.00	100.00
001-459-340002	DATA STORAGE AND BACK UP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-340003	VIDEO AND PHOTOGRAPHY	132.00	133.56	228.96	-96.96	0.00	-96.96	-73.45
001-459-340004	ONLINE ADVERTISING	185.00	0.00	0.00	185.00	0.00	185.00	100.00
001-459-355000	MAINT & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-355001	BUILDINGS	5,000.00	0.00	465.62	4,534.38	0.00	4,534.38	90.69
001-459-355002	STRUCTURES	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
001-459-355003	EQUIPMENT	10,000.00	0.00	3,897.88	6,102.12	0.00	6,102.12	61.02
001-459-355004	GROUPS	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
001-459-355005	VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380000	PROF & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380001	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380002	AUDIT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380003	PROGRAM CONTRACTS	15,000.00	2,387.69	8,353.66	6,646.34	0.00	6,646.34	44.31
001-459-380004	INSURANCE	9,000.00	0.00	290.62	8,709.38	0.00	8,709.38	96.77
001-459-380005	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380006	EQUIPM MAIN CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380007	CONSULTANT SERVICES	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
001-459-380008	PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380009	REFUNDS	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00
001-459-456000	RENTAL/LEASES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-456002	EQUIPMENT	0.00	0.00	2,000.00	-2,000.00	0.00	-2,000.00	0.00
001-459-456003	BUILD & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	398,827.00	12,829.70	182,961.03	215,865.97	0.00	215,865.97	54.13
459	GOLF CLUB HOUSE	933,867.00	37,017.55	406,477.83	527,389.17	0.00	527,389.17	56.47
460	EWING YOUNG PARK PROGRAM							
001-460-120000	PARTTIME & TEMP SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-120002	PARTTIME SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-140001	FICA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-140002	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-140005	SAIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	PERSONNEL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-460-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-210003	MATERIALS, SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-380003	PROGRAM CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL. SERV., SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460	EWING YOUNG PARK PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
470	ACQUISITION & IMPROVEMENT	476,000.00	9,900.00	117,700.34	358,299.66	0.00	358,299.66	75.27
001-470-620006	PARKS REPLACEMENT/REPAIR	30,500.00	0.00	0.00	30,500.00	0.00	30,500.00	100.00
001-470-620008	RECREATION REPLACERPAIR	274,000.00	0.00	39,704.39	234,295.61	0.00	234,295.61	85.51
001-470-620009	GOLF-EQUIPBUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-470-620010	NEW DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-470-620012	LAND ACQUISITION	12,000.00	0.00	7,188.96	4,811.04	0.00	4,811.04	40.09
001-470-620014	ADM REPLACERPAIR	169,672.00	0.00	0.00	169,672.00	0.00	169,672.00	100.00
001-470-620016	AQUATIC REPLACERPAIR	962,172.00	9,900.00	164,593.69	797,578.31	0.00	797,578.31	82.89
	CAPITAL OUTLAY							
470	ACQUISITION & IMPROVEMENT	962,172.00	9,900.00	164,593.69	797,578.31	0.00	797,578.31	82.89
472	IAQUITH CONCESSION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-110070	REC SUPERVISOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-120000	PARTTIME & TEMP SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-120001	CONCESSION MANAGER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-120002	CONCESSION ATTENDANT	27,854.00	0.00	0.00	27,854.00	0.00	27,854.00	100.00
001-472-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-140001	CONCESSION FICA	2,131.00	0.00	0.00	2,131.00	0.00	2,131.00	100.00
001-472-140002	UNEMPLOYMENT	1,671.00	0.00	0.00	1,671.00	0.00	1,671.00	100.00
001-472-140003	CONCESS RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-140004	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-140005	CONCESSION SAIF	1,646.00	0.00	0.00	1,646.00	0.00	1,646.00	100.00
	PERSONNEL EXPENSE	33,302.00	0.00	0.00	33,302.00	0.00	33,302.00	100.00
001-472-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-210001	CONCESSION OFFICE SUPPLS	60.00	0.00	0.00	60.00	0.00	60.00	100.00
001-472-210002	CONCESSION POSTAGE SUPPLIES	30.00	0.00	0.00	30.00	0.00	30.00	100.00
001-472-210003	CONCESSION SUPPLIES	16,100.00	0.00	0.00	16,100.00	0.00	16,100.00	100.00
001-472-210004	CONCESSION SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-310000	PRNTGADVERPUBLCITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-310001	CLASSIFIED ADS	75.00	0.00	0.00	75.00	0.00	75.00	100.00
001-472-310003	FLYERS, SCHEDULES, MISC.	125.00	0.00	0.00	125.00	0.00	125.00	100.00
001-472-320002	PROF DUESFEESMAGS	1,050.00	0.00	0.00	1,050.00	0.00	1,050.00	100.00
001-472-320003	CONF & WORKSHOPS	700.00	0.00	0.00	700.00	0.00	700.00	100.00

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-472-320004	CONCESSION MILEAGE	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-472-331001	CONCESSION ELECTRICITY	1,600.00	0.00	0.00	1,600.00	0.00	1,600.00	100.00
001-472-331004	CONCESSION TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-331007	FEES(activetecbank)	1,400.00	0.00	0.00	1,400.00	0.00	1,400.00	100.00
001-472-355001	CONCESS BLDG MAINTREPAIR	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-472-355003	CONCESS EQUIP MAINTREP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-380003	CONCESSIONS CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-380004	CONCESSION INSURANCE	2,100.00	0.00	0.00	2,100.00	0.00	2,100.00	100.00
	MATL, SERV., SUPPLIES	23,940.00	0.00	0.00	23,940.00	0.00	23,940.00	100.00
472	JAQUTH CONCESSION	57,242.00	0.00	0.00	57,242.00	0.00	57,242.00	100.00
474	PRESCHOOL							
001-474-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-474-110080	RECREATION SUPERVISOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-474-120001	PRESCHOOL HEAD INSTRUCTOR	12,200.00	0.00	0.00	12,200.00	0.00	12,200.00	100.00
001-474-120002	PRESCHOOL INSTRUCTORS	43,613.00	3,634.36	25,178.14	18,434.86	0.00	18,434.86	42.27
001-474-140001	PRESCH PICA	4,270.00	278.04	1,926.20	2,343.80	0.00	2,343.80	54.89
001-474-140002	UNEMPLOYMENT	3,349.00	343.51	440.65	2,908.35	0.00	2,908.35	86.84
001-474-140003	RETIREMENT	3,533.00	290.74	2,014.19	1,518.81	0.00	1,518.81	42.99
001-474-140004	PRESCH HEALTH INS	10,000.00	812.78	5,688.06	4,311.94	0.00	4,311.94	43.12
001-474-140005	PRESCH SAIF	1,067.00	37.80	257.44	809.56	0.00	809.56	75.87
	PERSONNEL EXPENSE	78,032.00	5,397.23	35,504.68	42,527.32	0.00	42,527.32	54.50
001-474-210001	OFFICE SUPPLIES	900.00	4.84	127.61	772.39	0.00	772.39	85.82
001-474-210002	PRESCHOOL POSTAGE	300.00	1.20	1.80	298.20	0.00	298.20	99.40
001-474-210003	PRESCHOOL SUPPLIES	2,735.00	0.00	704.01	2,030.99	0.00	2,030.99	74.26
001-474-310001	CLASSIFIED ADS	150.00	0.00	131.78	18.22	0.00	18.22	12.15
001-474-310002	PRESCH BROCHURE EXP	500.00	43.15	183.15	316.85	0.00	316.85	63.37
001-474-310003	FLYERS, SCHEDULES, MISC.	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-474-320002	PRESCH DUESFEES	450.00	57.00	174.52	275.48	0.00	275.48	61.22
001-474-320003	PRESCH CONFERENCES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-474-320004	PRESCHOOL MILEAGE	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-474-320005	STAFF EXPENSES	100.00	0.46	19.91	80.09	0.00	80.09	80.09
001-474-331001	PRESCH ELECTRICITY	550.00	54.04	273.47	276.53	0.00	276.53	50.28
001-474-331002	PRESCH NATGAS	975.00	202.15	439.62	535.38	0.00	535.38	54.91
001-474-331003	PRESCH WATERSSEWER	1,300.00	125.50	871.90	428.10	0.00	428.10	32.93
001-474-331004	PRESCH TELEPHONE	1,200.00	55.78	403.71	796.29	0.00	796.29	66.36
001-474-331007	FEES(activetecbank)	2,500.00	183.91	1,289.29	1,210.71	0.00	1,210.71	48.43
001-474-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-474-340001	INTERNET AND	1,100.00	0.00	0.00	1,100.00	0.00	1,100.00	100.00
001-474-340002	COMMUNICATION							
001-474-340002	DATA STORAGE AND BACK UP	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-474-340003	VIDEO & PHOTOGRAPHY	200.00	133.56	228.96	-28.96	0.00	-28.96	-14.48
001-474-340004	ONLINE ADVERTISING	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-474-380003	PROGRAM REFUNDS	0.00	183.67	1,027.66	-1,027.66	0.00	-1,027.66	0.00

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-474-380004	PRESCH INSURANCE	2,500.00	0.00	290.62	2,209.38	0.00	2,209.38	88.38
001-474-380009	REFUNDS	200.00	0.00	0.00	200.00	0.00	200.00	100.00
	MATL, SERV., SUPPLIES	<u>16,360.00</u>	<u>1,045.26</u>	<u>6,168.01</u>	<u>10,191.99</u>	<u>0.00</u>	<u>10,191.99</u>	<u>62.30</u>
474	PRESCHOOL	94,392.00	6,442.49	41,672.69	52,719.31	0.00	52,719.31	55.85
476	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-476-210006	BABE RUTH INCOME REPAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-476-380003	BABE RUTH CONTRACT SERVS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
476	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
477	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-477-120001		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-477-210001		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-477-210004		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-477-320001		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-477-320004		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
477	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
478	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-478-210006	L. LEAGUE INCOME REPAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-478-380003	LITTLE LEAGUE CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
478	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
479	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-479-120001		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
479	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
480	CONTINGENCY							
001-480-800000	RES.FOR CONTINGENCY &	100,000.00	0.00	0.00	100,000.00	0.00	100,000.00	100.00

Account Number	Description	Budget	Period	Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
	LOANS								
	CONTINGENCY	<u>100,000.00</u>		<u>0.00</u>	<u>0.00</u>	<u>100,000.00</u>	<u>0.00</u>	<u>100,000.00</u>	<u>100.00</u>
480	CONTINGENCY	100,000.00		0.00	0.00	100,000.00	0.00	100,000.00	100.00
501	COMMUNITY PROGRESS TEAM								
001-501-120001	DCC DIRECTOR	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-210000	MATERIALS & SUPPLIES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-210001	DCC OFFICE SUPPLIES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-210002	DCC POSTAGE SUPPLIES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-210003	DCC PROGRAM SUPPLIES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-210004	DCC PERIODICALS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-210005	DCCCPRD CO SPONSORED EVENTS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-310003	DCC PRINTING AND PUBLICITY	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-320001	DCC MEMBERSHIP DUES & FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-320003	DCC CONFERENCES & WORKSHOPS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-320004	DCC STAFF MILEAGE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-331000	UTILITIES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-331001	ELECTRIC	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-331004	DCC TELEPHONE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-380004	INSURANCE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-501-620001	DCC CAPITAL OUTLAY	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
501	COMMUNITY PROGRESS TEAM	0.00		0.00	0.00	0.00	0.00	0.00	0.00
502	NDOT EXPENSES								
001-502-120001	NDOT PAYROLL EXPENSES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
502	NDOT EXPENSES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
503	NEWBERG BAMBINI LEAGUE								
001-503-210003	LITTLE LEAGUE REPAYMENT	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
503	NEWBERG BAMBINI LEAGUE	0.00		0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
504	BABE RUTH LEAGUE	8,000.00	0.00	0.00	8,000.00	0.00	8,000.00	100.00
001-504-210003	BABE RUTH REPAYMENT MATL, SERV., SUPPLIES	<u>8,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,000.00</u>	<u>0.00</u>	<u>8,000.00</u>	<u>100.00</u>
504	BABE RUTH LEAGUE	8,000.00	0.00	0.00	8,000.00	0.00	8,000.00	100.00
505	CHEHALEM TIGER VOLLEYBALL CLUB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-505-210003	CTVC EXPENSES MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
505	CHEHALEM TIGER VOLLEYBALL CLUB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
506	QUILT CLUB	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
001-506-210003	QUILT CLUB EXPENSES MATL, SERV., SUPPLIES	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>100.00</u>
506	QUILT CLUB	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
507	NEWBERG THEATRE GROUP EXPENSES	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
001-507-210003	MATL, SERV., SUPPLIES	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>100.00</u>
507	Dept	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
508	HISTORIC FRIENDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-508-210003	MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
508	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
509	Dept	22,000.00	0.00	0.00	22,000.00	0.00	22,000.00	100.00
001-509-210003	Tualatin Valley Youth Football MATL, SERV., SUPPLIES	<u>22,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>22,000.00</u>	<u>0.00</u>	<u>22,000.00</u>	<u>100.00</u>

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
509	Dept	22,000.00	0.00	0.00	22,000.00	0.00	22,000.00	100.00
510	Dept	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
001-510-210003	LACROSSE REPMT MATL, SERV., SUPPLIES	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>100.00</u>
510	Dept	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
511	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-511-210003	BASKETBALL MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
511	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001	GENERAL FUND	9,793,915.00	476,464.58	4,160,614.16	5,633,300.84	0.00	5,633,300.84	57.52
005	EWING YOUNG FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450	EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
005-450-610000	CAPITAL OUTLAY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
005-450-800000	RESV FOR CONTINGENCY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
450	EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
005	EWING YOUNG FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
025	EQUIPMENT & MAJOR MAINT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450	EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
025-450-610001	MAINTENANCE AND EQUIPMENT CAPITAL OUTLAY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
450	EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
025	EQUIPMENT & MAJOR MAINT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026	LOAN SERVICE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450	EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026-450-610003	SENIOR CENTER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
026-450-610004	GRANDSTAND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026-450-610005	DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026-450-610006	AO OF PROP & BLD	34,888.00	0.00	0.00	34,888.00	0.00	34,888.00	100.00
026-450-610007	INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	34,888.00	0.00	0.00	34,888.00	0.00	34,888.00	100.00
026-450-610000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026-450-610001	LOAN PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026-450-610002	LOAN INTEREST PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026-450-800000	RESV. FOR CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450	EXPENDITURES	34,888.00	0.00	0.00	34,888.00	0.00	34,888.00	100.00
026	LOAN SERVICE FUND	34,888.00	0.00	0.00	34,888.00	0.00	34,888.00	100.00
035	SDC FUNDS							
470	ACQUISITION & IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-461001	BANK FEE DUNDEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-461002	BANK FEE NEWBERG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-461003	BANK FEE YAMHILL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-620007	ADMIN FEE DUNDEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-620008	ADMIN FEE NEWBERG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-620009	ADMIN FEE YAMHILL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	DNU	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-641001	MATL, SERV., SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-610001	PRINCIPAL LOAN	0.00	0.00	180,000.00	-180,000.00	0.00	-180,000.00	0.00
035-470-610002	INTEREST AND ADMIN FOR LOAN	0.00	6,235.97	130,791.55	-130,791.55	0.00	-130,791.55	0.00
035-470-620001	ACQUISITION-DUNDEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-620002	ACQUISITION-NEWBERG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-620003	ACQUISITION-YAMHILL COUNTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-620004	DEVELOPMENT-DUNDEE	200,000.00	0.00	0.00	200,000.00	0.00	200,000.00	100.00
035-470-620005	DEVELOPMENT-NEWBERG	1,805,970.00	12,471.17	62,307.54	1,743,662.46	0.00	1,743,662.46	96.55
035-470-620006	DEVELOPMENT-YAMHILL COUNTY	0.00	46,871.75	90,984.50	-90,984.50	0.00	-90,984.50	0.00
	CAPITAL OUTLAY	2,005,970.00	65,578.89	464,083.59	1,541,886.41	0.00	1,541,886.41	76.86
035-470-490000	TRANSFER ACCOUNT	796,530.00	0.00	0.00	796,530.00	0.00	796,530.00	100.00
035-470-490001	TRANSFERS DUNDEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-490002	TRANSFERS NEWBERG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-490003	TRANSFERS YAM CO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TRANSFERS	796,530.00	0.00	0.00	796,530.00	0.00	796,530.00	100.00

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
470	ACQUISITION & IMPROVEMENT	2,802,500.00	65,578.89	464,083.59	2,338,416.41	0.00	2,338,416.41	83.44
035	SDC FUNDS	2,802,500.00	65,578.89	464,083.59	2,338,416.41	0.00	2,338,416.41	83.44
036	CP Pool Fund							
036-000-461001	Bank fees US POOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
036-000-461002	FEES 5208	0.00	0.00	0.00	0.00	0.00	0.00	0.00
036-000-846002	DNU FEES B5208	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000		0.00	0.00	0.00	0.00	0.00	0.00	0.00
450	EXPENDITURES							
036-450-451000	CP EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
036-450-610001	Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
036-450-610002	DNU CP int and admin fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
036-450-490000	TRANSFER ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450	EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
036	CP Pool Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
037	BOND LOAN SERVICE							
000	UNRESERVED FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
037-000-253000	BALANCEuncol	0.00	0.00	0.00	0.00	0.00	0.00	0.00
037-000-354000	UNCOLLECTABLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
037-000-846002	FEES BOND LS	0.00	0.05	0.10	-0.10	0.00	-0.10	0.00
	OTHER EXPENSES	0.00	0.05	0.10	-0.10	0.00	-0.10	0.00
000		0.00	0.05	0.10	-0.10	0.00	-0.10	0.00
450	EXPENDITURES							
037-450-610001	PRINCIPAL LOAN SERVICE	735,000.00	0.00	0.00	735,000.00	0.00	735,000.00	100.00
037-450-610002	INT AND ADMIN BOND LS	620,225.00	0.00	292,610.82	327,614.18	0.00	327,614.18	52.82

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
	CAPITAL OUTLAY	<u>1,355,225.00</u>	<u>0.00</u>	<u>292,610.82</u>	<u>1,062,614.18</u>	<u>0.00</u>	<u>1,062,614.18</u>	<u>78.41</u>
450	EXPENDITURES	1,355,225.00	0.00	292,610.82	1,062,614.18	0.00	1,062,614.18	78.41
037	BOND LOAN SERVICE	1,355,225.00	0.05	292,610.92	1,062,614.08	0.00	1,062,614.08	78.41
900	Fixed Assets							
413	ADMINISTRATION DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-413-630000	Training Asset	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-413-730000	MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
413	ADMINISTRATION DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450	EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-450-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-450-730000	Fixed Asset Disposals	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
450	EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451	AQUATICS							
900-451-630000	Depreciation expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-451-730000	Fixed Asset Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
451	AQUATICS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
452	ADULT SPORTS DEPARTMENT							
900-452-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
452	ADULT SPORTS DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
453	YOUTH SPORTS DEPARTMENT							
900-453-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

44

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
453	YOUTH SPORTS DEPARTMENT	0.00		0.00	0.00	0.00	0.00	0.00
454	CLASSES/SPECIAL ACTIVITY	0.00		0.00	0.00	0.00	0.00	0.00
900-454-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
454	CLASSES/SPECIAL ACTIVITY	0.00		0.00	0.00	0.00	0.00	0.00
455	PLAYGROUNDS & CENTERS	0.00		0.00	0.00	0.00	0.00	0.00
900-455-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455	PLAYGROUNDS & CENTERS	0.00		0.00	0.00	0.00	0.00	0.00
456	COMM CNTRS SCOUT HOUSE	0.00		0.00	0.00	0.00	0.00	0.00
900-456-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-456-730000	Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
456	COMM CNTRS SCOUT HOUSE	0.00		0.00	0.00	0.00	0.00	0.00
457	COMM SCHOOLS	0.00		0.00	0.00	0.00	0.00	0.00
900-457-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-457-730000	Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
457	COMM SCHOOLS	0.00		0.00	0.00	0.00	0.00	0.00
458	GOLF COURSE MAINT.	0.00		0.00	0.00	0.00	0.00	0.00
900-458-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-458-730000	Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
458	GOLF COURSE MAINT.	0.00		0.00	0.00	0.00	0.00	0.00
459	GOLF CLUB HOUSE	0.00		0.00	0.00	0.00	0.00	0.00
900-459-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
900-459-730000	Disposal OTHER EXPENSES	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
459	GOLF CLUB HOUSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
472	JAQUITH CONCESSION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-472-630000	Depreciation Expense OTHER EXPENSES	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
472	JAQUITH CONCESSION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
474	PRESCHOOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-474-630000	Depreciation Expense OTHER EXPENSES	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
474	PRESCHOOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900	Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total		13,986,528.00	542,043.52	4,917,308.67	9,069,219.33	0.00	9,069,219.33	0.6484

46

Subject: Re: BOD meeting participation request

Date: Tuesday, February 7, 2023 at 4:14:17 PM Pacific Standard Time

From: Hunter wylie

To: Kat Ricker

Kat:

Yes.

1. Is CPRD getting a full refund or has refused pay for - Kittelson and Associates project study ref: 27658.0 "Chehalem Heritage Trails Campground - Traffic Impact Study". If the district hasn't acted on this yet, why? Do they need help?

2. Results from the Request for Bid to perform the necessary civil construction to address site preparation for the vehicular/trails bridge project over Hess Creek. If no progress has been made why hasn't the project been modified to use the Wynooski bridge and begin trail construction immediately using existing funds.

3. Results from recommended discussions between CPRD AND ODOT Design and Maintenance divisions to ascertain the feasibility of adding to or constructing future pedestrian facilities on ODOT designed and maintained vehicular bridges on the Newberg bypass. CPRD would pay for these additions and their maintenance. These are the phase 2 issues that will directly determine the success or failure of this project. Is the district looking at alternatives? What are they?

4. Status and examples of the golf course information management tools I'm developing and giving at no cost to CPRD that run off of your Golf Now system.

If it is the goal of the BOD limit me to 5 minutes of public comment I think we may have a problem. If these need to be discussed in executive session I'm fine with that but the topics will still have to be on the agenda.

I hope the district and the BOD understands that I come to these meetings well prepared to deal with and solve some very difficult and very expensive problems you are currently encountering.

Hunter

On Tue, Feb 7, 2023 at 8:17 AM Kat Ricker <kricker@cprdnewberg.org> wrote:

Hello Hunter, Are you wanting to speak during public comments? What is the subject?

Get Outlook for iOS

From: Hunter wylie <coyote8400@gmail.com>

Sent: Monday, February 6, 2023 5:48:14 PM

To: Kat Ricker <kricker@cprdnewberg.org>

Subject: BOD meeting participation request

Sent from my iPhone

Subject: Re: BOD meeting participation request

Date: Tuesday, February 7, 2023 at 7:56:04 PM Pacific Standard Time

From: Hunter wylie

To: Kat Ricker

CC: Lance Trantham, Mike Kringlen, Nick Konen, Sheryl

On Tue, Feb 7, 2023 at 8:17 AM Kat Ricker <kricker@cprdnewberg.org> wrote:

Hello Hunter, Are you wanting to speak during public comments? What is the subject?

Kat,

I will speak as the chairman and spokesman for the Pickleball Advisory Committee during our normal reporting process to the board. As we have said

before, the only way Pickleball will progress in the community is by completing higher priority projects sooner, within acceptable budgetary constraints and by eliminating wasteful unnecessary spending. We are not proposing funding any expenditures for any reason that further the indebtedness of the district or have indeterminate outcomes. We will always come to the table prepared to bring positive solutions and the professional expertise to back those solutions up to the benefit of CPRD, the Board and the community.

I hope this addresses your concerns and questions. Our advisory committee will meet this month. I will supply documentation that outlines the results of that meeting as part of our presentation to the board. My previous four item list transmitted to you will remain an abbreviation of our focus.

Sincerely,

Hunter Wylie

Chairman Pickleball Advisory Committee

Get Outlook for iOS

From: Hunter wylie <coyote8400@gmail.com>

Sent: Monday, February 6, 2023 5:48:14 PM

To: Kat Ricker <kricker@cprdnewberg.org>

Subject: BOD meeting participation request

Sent from my iPhone

Subject: Sander Park Committee

Date: Wednesday, February 8, 2023 at 11:29:15 AM Pacific Standard Time

From: Jeannette Adlong

To: Kat Ricker, Casey Creighton, Don Clements

There is interest in the Dundee community in forming a citizens advisory committee regarding the development of Sander Park. I spoke with a CPRD board member several months ago who was in favor of this type of committee.

I am planning to attend the next CPRD board meeting to present this idea. May I bring this up during open session, or have time on the agenda. Thank you.

Jeannette Adlong

Dundee City Councilor

Chair, Dundee Parks Advisory Committee

Request for Qualifications

MASTER PLAN FOR BOB AND CRYSTAL RILEE PARK PROFESSIONAL DESIGN SERVICES

February 15, 2023



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February 15, 2023

Casey Creighton, Assistant Superintendent
Chehalem Park & Recreation District
125 S Elliot Street
Newberg, Oregon 97132

Statement of Qualifications – Master Plan for Bob and Crystal Rilee Park

Dear Casey and Selection Committee:

The Bob and Crystal Rilee Park site is a spectacular 327-acre property on the southwest side of Parrett Mountain. Its oak woodlands, trails, strong views to the south, pre-historic and historical qualities, and potential for repurposing of existing farm structures provide wonderful opportunities to heighten the quality of life for people within CPRD. The District has previously conducted an environmental assessment, site analysis, and collected public input. There are considerable cultural resources on-site. There is community support for carrying on the tradition of equestrian trail use and making improvements for hiking and mountain biking.

The GreenWorks team is very grateful for this opportunity to propose our services to assist you with this important master plan project. We proudly offer CPRD the following outstanding comprehensive team:

- GreenWorks: Project Management, Park Master Planning, Wetland Services
- Aron Faegre Associates: Architecture
- Willamette Cultural Resources Associates: Cultural Resources
- Valley Science & Engineering: On-Site Wastewater Treatment Planning and Design
- MIG: Land Use

We have strong working relationships with these team members and we are confident you will find the qualifications of our team to be outstanding. You will see in the portfolio of projects included in this Statement of Qualifications that we are bringing you excellent park master planning, cultural resources, on-site wastewater planning and design, and land use guidance/permitting. The GreenWorks team also brings strong abilities to work with Tribes, government agencies, and stakeholders. These qualifications show that ours is a high performance team who will work with you to shape a master plan well informed by the site's context, Tribal and stakeholder input, and where we will work with you to build in functions and blend harmoniously with the existing natural and cultural resources.

Paul Agrimis, PLA, PE will serve as Principal in Charge on this project and Jennifer D'Avanzo will be our Project Manager. Paul has led the Chehalem Heritage Trail Campground Schematic Design, and Paul and Jennifer are guiding the Newberg-Dundee Bypass Trail. Paul and Jennifer bring a wealth of park master planning experience, and Paul recently led a Cultural Resources Management Plan for Bush's Pasture Park in Salem where we actively engaged with the Grand Ronde. Jennifer D'Avanzo, RLA, PWS is a seasoned project manager who has led or been a key team member on park master planning and design projects


throughout the Pacific Northwest. She is a skilled and detail-oriented landscape architect with lots of park planning experience and strong communication skills.

We have prepared this Statement of Qualifications based largely on the information you shared from the Request for Qualifications, materials available on your website, and from site visits. Thank you for your consideration!

Sincerely,



Paul Agrimis, PLA, PE
Principal Landscape Architect
(503) 332-0600
pagrimis@greenworkspc.com



Jennifer D'Avanzo, PWS, ASLA
Associate Principal
(971) 634-0512
jenniferd@greenworkspc.com

BASIC QUALIFICATIONS



GreenWorks' Hogan Butte Nature Park

BASIC QUALIFICATIONS

GreenWorks, P.C. Firm Overview

Founded in 1987, GreenWorks provides a broad range of landscape architecture planning and design services for clients in the Pacific Northwest and beyond. A regional leader in sustainable design, GreenWorks is dedicated to providing innovative solutions to clients by linking natural resources, urban environments, and people. Project types include trails, parks, and open space; multi-modal transportation; streetscapes and green streets; ADA accessibility; civic; urban and community design and planning; as well as natural resource enhancement and restoration, stormwater/management, green infrastructure, environmental, and institutional design and planning.

Over our thirty-five years of experience, GreenWorks has provided design and master planning services on well over 100 parks, trails, and recreation projects. We understand the importance of open space and the overall system of components that bring character, identity, unity, and pride to a community. As regional leaders in park and trail design, we bring a comprehensive understanding that allows us to anticipate challenges before they arise, and head them off with proactive planning and creative problem solving—saving both time and resources for our clients.

The GreenWorks team offers extensive experience restoring natural landscapes. Embedding natural processes within projects, our designs integrate green infrastructure through a wide range of methods and comprehensive on-the-ground approaches. Our experience with natural system elements includes wetland design, stream restoration and day lighting, habitat enhancements, green infrastructure, and integrated community planning.

Organization Statistics:

Primary Office Location:

110 SE Main Street, Suite 100
Portland, Oregon 97214
Phone: 503-222-5612
Fax: 503-222-2283

Organization Type: C-Corp

No. Years in Business: 35

No. of Employees: 19

Employee Roles: Landscape Architects, Landscape Designers, Civil Engineer, Professional Wetland Scientist, Marketing Staff, Administrative Staff

Contact Person:

Jennifer D'Avanzo, PLA, PWS
Associate Principal
(303) 669-9894
jenniferd@greenworkspc.com

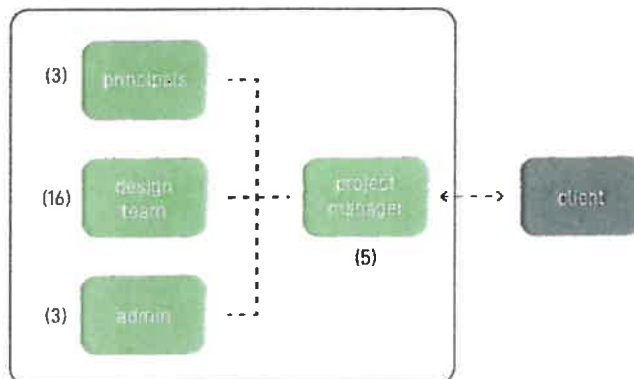
Firm Organization

Our office is headquartered in Portland, Oregon with satellite offices in Eugene, Oregon and Seattle, Washington.



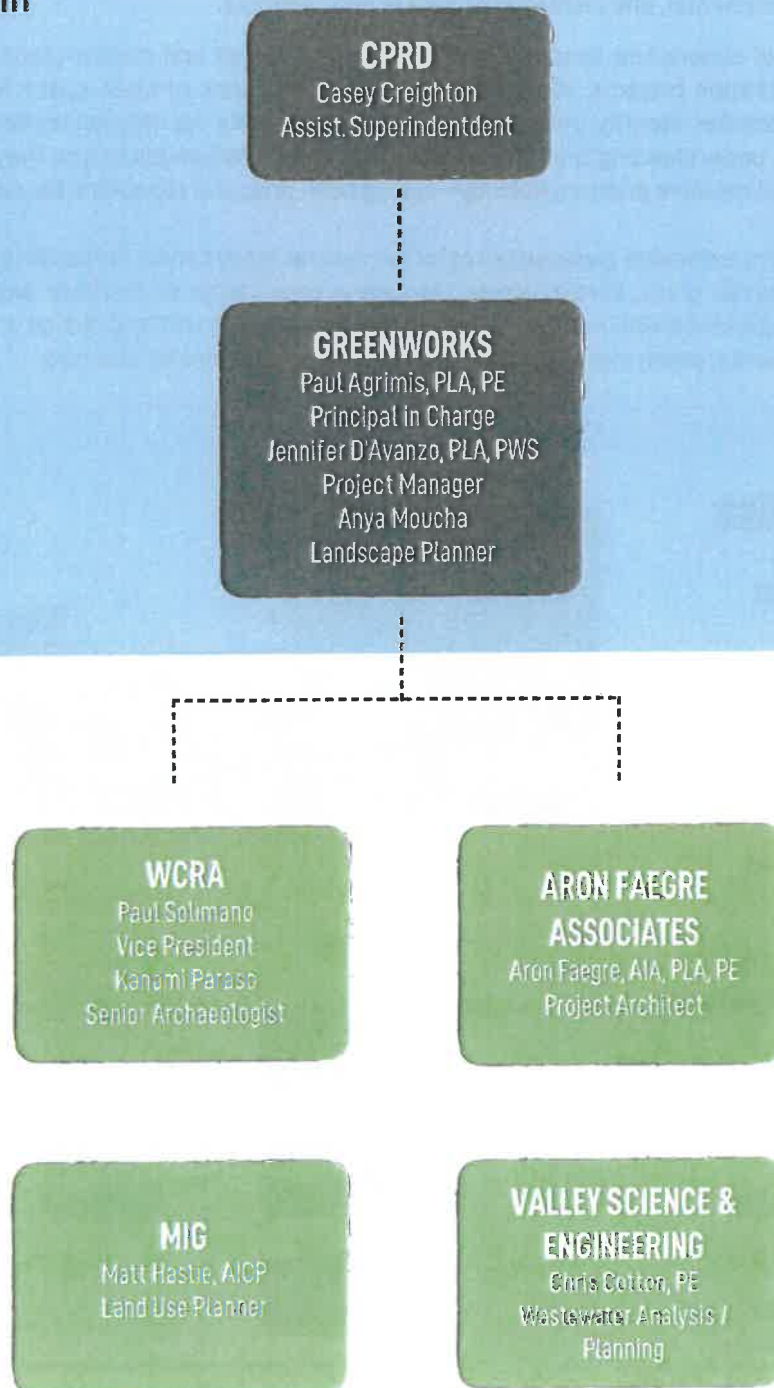
The Farmhouse at Parrett Mountain Farm, Rilee Property

GreenWorks



Project Team Overview

ORGANIZATIONAL CHART



Basic Qualifications

GREENWORKS TEAM STRUCTURE

Principal in Charge, Paul Agrimis

Principal in Charge Paul Agrimis, PLA, PE, will guide the project as a GreenWorks' principal. He is an award-winning landscape architect and professional engineer, bringing over 34 years of experience leading public infrastructure and natural resources restoration projects. He also brings extensive experience in public involvement and stakeholder engagement skills. Paul will assist the team and CPRD to deliver an efficient project that protects natural resources and provides value for CPRD patrons and the community. Paul will work with the team to identify cost effective trail solutions that support existing and adjacent cultural and natural resources functions and values. He will also serve as the quality control manager.

Project Manager, Jennifer D'Avanzo

GreenWorks' Jennifer D'Avanzo, PLA, PWS, will serve as project manager. She will be the main point of contact for the project. Jennifer will coordinate with CPRD, and our team of consultants. She will oversee the project design, schedule, and budget. Jennifer has 20 years of experience in wetland science and landscape architecture. She excels on complex projects and thrives working with a multifaceted team of professionals. Jennifer is proficient at managing all phases of a project life cycle, including initial constraints analysis, design development, permitting, construction oversight, and implementation.

Landscape Designer, Anya Moucha

GreenWorks' Anya Moucha will serve as the project landscape planner. Anya will provide planning and design support. Anya has extensive experience designing and detailing transportation and trails projects alike. She weaves sustainability into projects of all scales from small urban parks to large scale stream and restorations and stormwater projects.

CONSULTANT TEAM OVERVIEW

Aron Faegre, Aron Faegre Architect

Aron Faegre & Associates is a multi-disciplinary design firm with particular interest in parks, camping facilities, waterfront facilities, public works, and community projects. A key strength of Aron Faegre lies in its collaborative approach to design, and its interest in gaining community participation. The firm has specialized in taking on difficult and demanding projects that require careful coordination between users, staff, consultants, and community members. Mr. Faegre's firm was begun in 1983 and has a staff size of three people. Aron Faegre, principal of the firm, will personally be the major project staff for your project. He is a professional landscape architect, architect, and civil engineer. This diversity reflects his goal for maintaining a generalist's knowledge of building, useful for developing creative, unique solutions to difficult design problems.

Kanani Pariso and Paul Solimano, Willamette Cultural Resources Associates

Willamette Cultural Resources Associates, Ltd. (Willamette CRA) is a full-service cultural resource management firm with offices in Portland and Seattle. We boast a varied team of precontact and historic archaeologists with several technical specialties, GIS experts, historians, and architectural historians. Since our founding in 2007, we have successfully completed hundreds of projects for a diverse set of governmental, private, and Tribal clients. We offer research and investigative services designed to meet federal, state, and local government historic preservation compliance requirements, including the full range of cultural resources work such as archaeological inventory, survey, testing, and data recovery; archaeological monitoring of construction; historical register assessments and evaluations; development of management and mitigation plans; laboratory processing and analysis; and archival research.

Chris Cotton, Project Engineer, Valley Science & Engineering

Chris Cotton has over 8 years of industrial environmental compliance and engineering experience and is a licensed environmental Professional Engineer. His experience includes onsite wastewater treatment design and construction oversight for water pollution control facilities (WPCF) permitted systems, stormwater treatment design, sample collection, data management, monitoring of industrial stormwater and process wastewater treatment, air emissions monitoring, and hazardous waste management. His design and construction oversight experience has included a variety of site conditions and wastewater characteristics including subdivisions, state parks and recreation sites, vineyards,

CONSULTANT TEAM OVERVIEW

industrial and commercial facilities, and food processors involving varying degrees of treatment, disinfection, and soil conditions.

Matt Hastie, MIG

MIG, Inc., improves, adapts, and creates organizations, environments, and tools for human development. We are a community of designers, planners, engineers, scientists, and storytellers who engage people in creative problem-solving and collective action. We believe that the physical and social environment around us have a profound impact on our lives, and this belief shapes the principles that guide our work:

- Communities can plan their own futures.
- The world needs an ecological perspective.
- Great projects work for everyone.
- Elegant design inspires new thinking.
- Every project presents an opportunity to advance racial and social equity.
- All work must be context driven.

MIG is at the forefront of innovation. We are leading local, regional, and national planning and design initiatives to ensure accessibility and equity; engage, educate, and empower people through participatory processes; facilitate strategy development for social change; create playful and inclusive communities; reimagine streets and repurpose infrastructure; revitalize cities and restore ecosystems; and promote environmental stewardship by recognizing that the health of the natural and built world is mutually dependent. MIG works in all aspects of land use and parks and recreation planning, including park system plans, individual parks plans, and land use permitting for park and recreation facilities.

PERFORMANCE HISTORY



GreenWorks' Independence Landing Waterfont Park

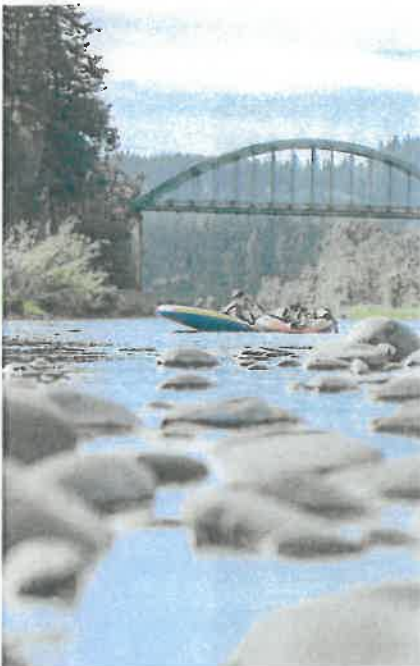
Barton Park (Clackamas, OR)

BY THE NUMBERS

Project Size: 122-acre regional park
 Location: Clackamas County
 Owner: Clackamas County Business & Community Services
 Year Completed: 2020
 Role: Landscape Architecture and Design
 GreenWorks Contract: \$190,000
 Key Personnel: Mike Faha, Ben Johnson
 Reference: Tom Riggs, Manager, Clackamas County Parks and Forestry, (503) 781-3137, triggs@clackamas.us

Barton County Park is a 122-acre regional park located along the Clackamas River and offers many recreational opportunities including overnight camping, picnicking, hiking, and accessing the Clackamas River. Barton is Clackamas County's crown jewels in that it is the most well-known used, and loved park in the Clackamas County Park System. During the summer months, thousands of people from around the region use Barton as a place to access the Clackamas for a three-hour float to the Carver Boat launch. The genesis of this planning study was due to the high use demands and impacts on Barton, Carver and their surrounding community.

Both parks have experienced capacity and safety issues with the proximity to our region's growing population and ever-growing interest in recreating close to home. The County has also incorporated three new parcels into the complex which will offer the ability to expand the current program and provide new uses at the park for generating higher and more sustainable revenues for throughout the year. GreenWorks assembled a multi-disciplinary team to prepare a Master Plan to address safety, user experience, capacity, and revenue generation while incorporating the new undeveloped areas into the overall the park.



Battle Creek Park (Salem, OR)

GreenWorks worked with the City of Salem to prepare a master plan for Battle Creek Park: a large, 56-acre undeveloped park property in South Salem. The site, which had previously been a golf course, was undeveloped, with creeks, wetlands, trees and open space. Urban growth in South Salem had created flooding issues in the adjacent neighborhoods and downstream from the park, thus the property was purchased for both park and flood mitigation functions. The goal for the Battle Creek Park master plan was to develop a multi-use park that balanced recreational use with flood mitigation. GreenWorks lead a multidisciplinary team in exploring ways to integrate flood plain mitigation so that the park would look and feel natural, as opposed to looking like a large, engineered detention facility.

GreenWorks led a robust public outreach program to garner interested and support for the project. The city received input from more than 800 responses to the first online survey, and from more than 80 community members that attended the two public open houses. Based on the community feedback, GreenWorks developed three conceptual site improvement options for the master plan, each

focusing on a different theme: habitat, recreation, and a blend of habitat and recreation. Some park features were maintained across all three options, including both trails and flood retention, but other features varied, or were unique to each option. The final Master Plan was approved in 2020.

BY THE NUMBERS

Project Size: 56-acres

Location: Salem, OR

Owner: City of Salem

Year Completed: 2020

Role: Landscape Architecture and Design

GreenWorks Contract: \$114,732

Key Personnel: Mike Faha, Ben Johnson

Reference: Patricia Farrell, Parks and Natural Resources Planning Manager, City of Salem, (503) 588-6211, pfarrell@cityofsalem.net



Smith Rock Master Plan

(Deschutes County, OR)

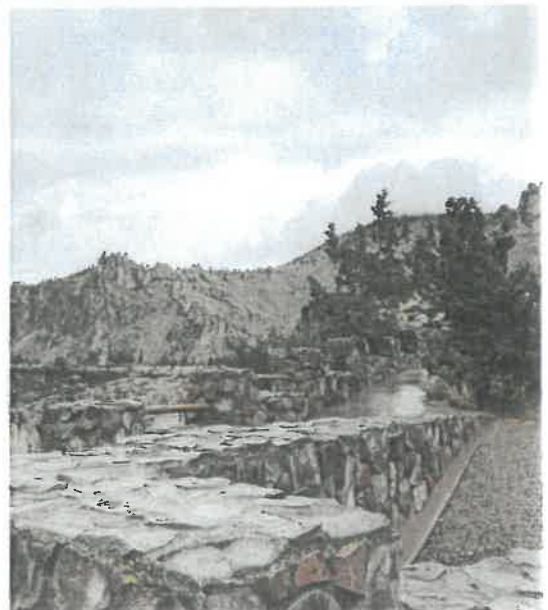
BY THE NUMBERS

Project Size: 650-acres
 Location: Deschutes County, OR
 Owner: Oregon Parks and Recreation Department
 Year Completed: In progress
 Role: Landscape Architecture
 GreenWorks Contract: \$242,000
 Key Personnel: Paul Agrimis, Ben Johnson
 Reference: Tracy Johnson, PLA, Oregon Parks and Recreation Department, (971) 283-6805, tracy.johnson@opr.d.oregon.gov

GreenWorks is leading a multi-disciplinary team to complete a Master Plan for Smith Rock State Park. As one of Oregon premier landscapes for hikers, bird watchers and sports climbers, Smith Rock has been dramatically growing in visitation and now sees up to 1,000,000 visitors per year. Since being obtained between 1960 through 1975, the park infrastructure has been built on an ad hoc basis. The last Master Plan was completed in 1991 which never lived up to its full potential.

This current Master Planning process is looking to address the many issues the park has seen such as parking and user experience. Goals of the plan include dispersing users to less frequented portions of the park, plan for a new visitor center, expand parking, and enhance visitors' user experience to have a variety of hiking and nature watching opportunities.

The project is part of OPRD's \$52M GoBond projects. The first phase improvements include the 2,500 visitor center and parking lot expansion, which will be the first steps to reduce the parking demand on Crooked River Drive, and provide a desirable user experience above the rim of canyon.



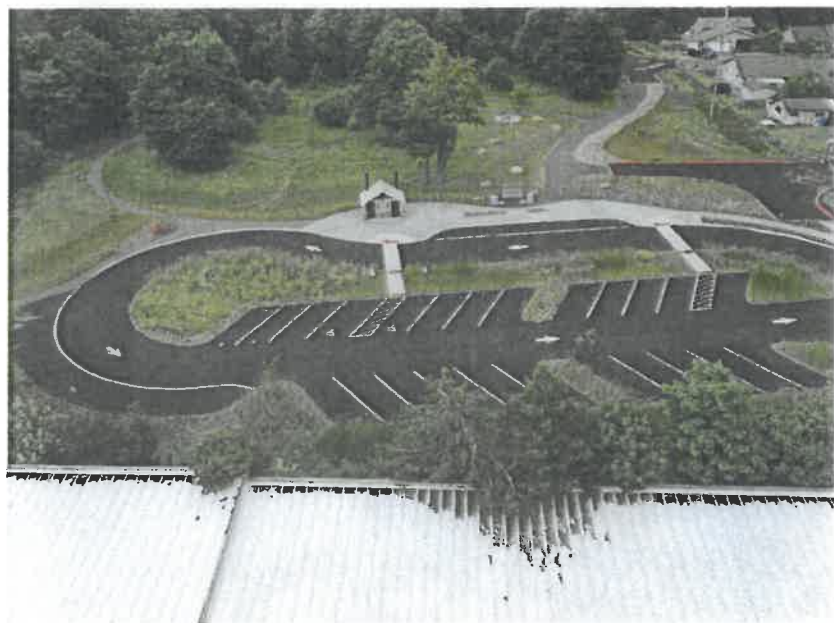
Newell Creek Canyon (Oregon City, OR)

BY THE NUMBERS

Project Size: 233-acres
Location: Oregon City, OR
Owner: Metro
Year Completed: 2016-2022
Role: Landscape Architecture
GreenWorks Contract: \$198,000
Key Personnel: Mike Faha, Ben Johnson
Reference: Rod Wotanik, Parks and Nature Planning Manager,
Metro, 503-797-1846, Rod.Wojtanik@oregonmetro.gov

Newell Creek Canyon is 233 acres of protected natural area in Oregon City and Clackamas County along Hwy 213. GreenWorks was selected by Metro through the on-call contract to refine the design, document, and permit a day use area and multi-use trail system within the canyon. GreenWorks worked with Hart Crowser Geotechnical Engineers to assess the requirements for improvements within the Geologic Hazard Overlay Zone and Cascade Environmental for mitigating impacts in the NROD and vegetated corridors of wetlands and streams. The team also included KPFF Structural and Civil and Sentiaros as the Mt. Bike Advisor. The project recently opened to the public in early 2022.

The trail system is unique as it was designed to have some sections of shared hiking and biking segments and some sections that were designated to bikers and hikers only. Trail sections were developed to reduce potential user conflict in the canyon and to accommodate experienced, beginner, and adaptive cyclists. The trailhead area features an accessible walking path and overlook in the upland portion of the park for users that may not be able to traverse into the steeper canyon trail system.



UNDERSTANDING & APPROACH



GreenWorks' Windjammer Park Pavilion

UNDERSTANDING

General Site

The Bob and Crystal Rilee Park site is a spectacular 327-acre property on the southwest side of Parrett Mountain. Its oak woodlands, trails, strong views to the south, pre-historic and historical qualities, and potential for repurposing of existing farm structures provide wonderful opportunities to heighten the quality of life for people within CPRD. The District has previously conducted an environmental assessment, site analysis, and collected public input. There is community support for carrying on the tradition of equestrian trail use and making improvements for hiking and mountain biking.

The Crystal Dawn Smith Rilee Foundation donated property in 2013 worth \$6 Million for a purchase price covering attorneys' fees and debts. Crystal Rilee was the great granddaughter of the original homesteader Samuel Parrett and it was her strong wish for the property to not be developed for other uses.

Three large cultivated fields (Dani's Field, Curtis Field, and Burt's 80 Field) have typically been actively used. CPRD will continue to lease these areas to continue the agricultural heritage of the site and to provide income for developing the site. The original farmhouse with several outbuildings, and the former Parrett Mountain School are also key site features. This site is a gem as a natural area themed park.

Natural Resources

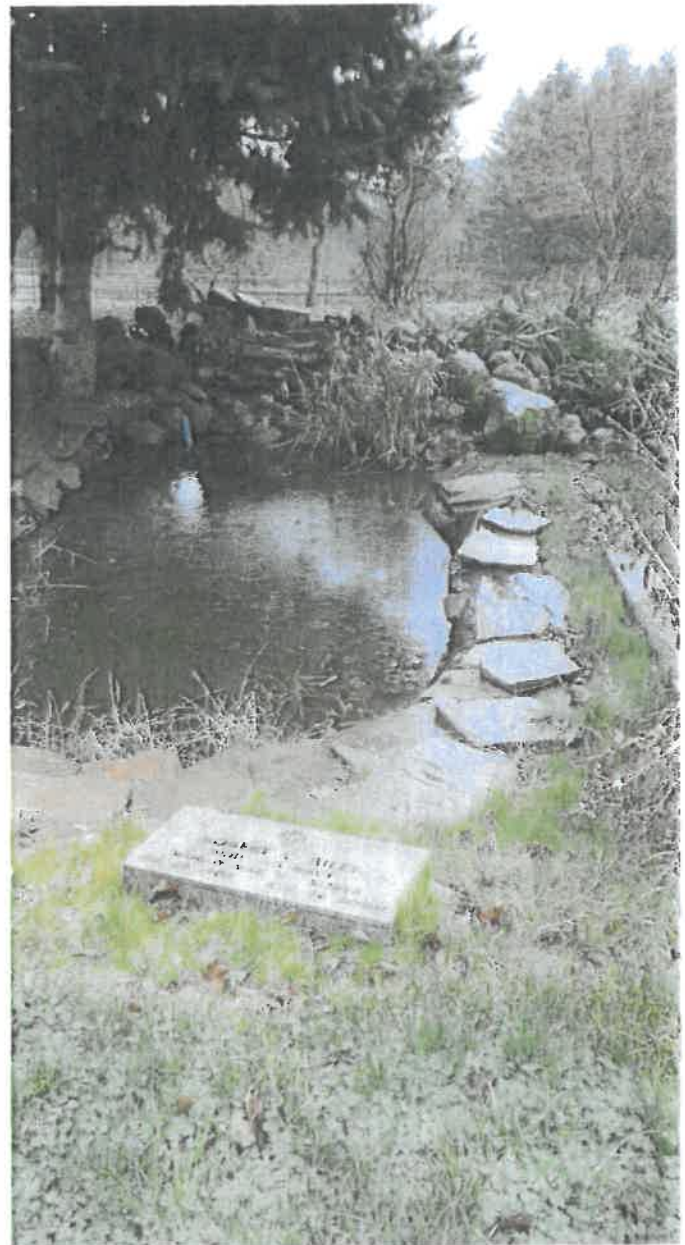
Parrett Mountain is part of the Chehalem Range separating the Tualatin and Willamette drainages and is a feature of the Columbia River Basalt flows. Parrett Mountain is dissected by numerous faults and subject to varied availability of groundwater for the residential, agricultural, and viticultural land uses that are prevalent. There are springs on and in the vicinity of the Rilee property of unknown flowrates; some associated with landslide zones northwest of the site.

Kimball Creek and four small tributaries arise on the property. These headwaters are springs or wetlands. A wetland inventory has not been conducted for the property. Only the Kimball Creek tributary appears to have sufficient flow to run perennially within the property.

Oak woodlands with Douglas fir, and agricultural fields are the landcover types that characterize the property. There are areas that were logged and not replanted that have potential for reforestation.

Cultural Resources

The Tualatin band of the Kalapuya People are the indigenous inhabitants of Parrett Mountain. Tualatin used fire prescriptively for landscape management around oak woodlands particularly (Bush's Pasture Park in Salem is an example of an oak savannah that was stewarded in that manner), but there is no published evidence of such a landscape management history on Parrett Mountain. The 2016 environmental



assessment by WH Pacific cites a reference documenting a Tualatin winter village in the valley prior to the establishment of Newberg.

Hudson's Bay Company had an outpost two miles south at Champoeig in the 1830s. Remaining Tualatin were removed and placed on the Grand Ronde Reservation in 1856 after Western-sourced diseases greatly reduced their numbers. Several brothers from Kent, England with the surname Parrett settled and made Donation Land Claims totaling 650 acres in the 1860s according to the 2016 environmental assessment. The Parrett family kept the property and used it for agricultural production and timber harvesting. Chinese seasonal laborers were known to use nearby areas in the late 19th and early 20th centuries leading to reference to "China Hill" according to the environmental assessment. There are two Century Farms associated with the Parrett family, only one of which is included in the park property. There is also a small

existing museum in one of the out buildings that may be a feature to incorporate or enhance as part of the master plan.

The archaeological assessment conducted as part of the 2016 environmental assessment found that there is a high likelihood of archaeological sites from pre-historical and historical eras. The anticipated sites include lithic scatter, habitation sites, historic dumps and privies, short-term labor camps, and early building foundations. An intensive pedestrian survey was recommended for the property in consultation with the Confederated Tribes of the Grand Ronde.

Land Use

The Yamhill County Board of Commissioners approved a conditional use permit and site plan review in September 2016. This finding would keep the property zoned as Exclusive Farm Use (EFU40 & EFU-80). A condition of approval is review of the park operations every two years to confirm that adjacent agricultural use isn't negatively impacted by the proposed day use park. The District is not planning to rezone the property to Park and Open Space.

Scope of Services

Park master plans create a vision for developing a site. That vision is typically shaped by a number of key influences:

- Defining the Purpose and Intended Use(s)
- Understanding the Site
- Responding to Context
- Incorporating Public and Stakeholder Input
- Preparing the Master Plan.

Depending on the complexities of the site and public and stakeholder interests, a master plan will typically take from nine to 18 months to complete. The resulting plan should achieve the project purpose as it fits the site, in the context of site setting, shaped by community input,

and compatible with existing and potential funding.

The primary purpose of Bob and Crystal Rilee Park is to continue the equestrian trail uses while making compatible hiking and mountain bike trail uses in a nature park that respects the site and will be sustainable. The secondary purpose is to repurpose some of the existing farmhouse, former Parrett Mountain School, and outbuilding structures for additional recreational and event use consistent with its zoning.

Understanding the Site is critical to know what can readily be supported by the existing features and functions and what may not be a good fit for reasons owing to natural resources or existing conditions, cultural resources, or land use. Beyond the initial construction it is important to consider operations and maintenance aspects of the site when developing a master plan.

Similarly, it is important to respond appropriately to site context in terms of neighboring properties, adjacent uses, and stakeholder concerns. Anticipating potential impacts to adjacent infrastructure and properties is necessary for a successful master plan. It is vital to have a well-developed understanding of potential impacts to surrounding properties as well as how existing or potential future adjacent uses could impact the park.

Public and stakeholder input can make projects better fit community needs. The challenge is that change is often unsettling so the engagement needs to be conducted in a way that encourages constructive feedback so that fear(s) about change(s) don't dominate the conversation.

Available funding (existing and potential) often is a key influence on master plans. The vision can be phased in many instances if existing funding isn't adequate to fulfill the vision. However, there needs to be a healthy dose of realism in setting expectations for what funding might be available and in what sort of timeline.



APPROACH

Defining Purpose and Intended Uses

The GreenWorks team will work with CPRD to clarify the purpose and intended uses for Bob and Crystal Rilee Park. Our approach will be to work with you to develop a strong understanding of the drivers for the project vision (needs, opportunities, etc.) and who is pushing for the project (directly and indirectly) and why. This clarification can be adjusted based on planning discoveries or stakeholder insights, but is important to start with a clear direction because there can often be well-intentioned influences that show up during master planning efforts advocating for adding more features and functions or modifying features and functions in ways that don't reinforce the project purpose, which can reduce the impact and success of the project.

Project Understanding & Approach



Understanding the Site

GreenWorks will incorporate the findings from the 2016 environmental assessment and site analysis and build on that work. We anticipate two phases of this work. The first phase will be a Geographic Information Systems (GIS) analysis using available LiDAR (Light Detection and Ranging) base mapping with available soils and vegetation mapping and the existing trails mapping to assess where existing and proposed trails are well suited based on slopes and erosion potential, and where rerouting may be advisable for a sustainable trails system. The Jory soils are generally stable but are associated with some wetland soils that would be ideal to minimize crossing. A second level of this mapping and analysis exercise would be to build on the view analyses and features identification conducted earlier to identify opportunities to enhance the visitor experience with interesting features.

Concurrent with the mapping and geographical analysis exercise our team architect Aron Faegre will evaluate the existing buildings for their potential reuse. Each building should be documented with the creation of basic plans and given a cursory structural review. Each should be evaluated as to building code, as to what uses are allowed in the buildings with the anticipated overall use and the anticipated zoning). We'll consider a range of water demand and wastewater generation and review at a high level with our septic design team member Valley Science & Engineering to develop a strong understanding of these aspects of the site.

We would like to spend a day in the field with CPRD and key members of our team (architect and archaeologist) to field truth the mapping and use field observations to then develop a proposed draft plan. This work would identify key physical features, observed flora and fauna, and features to avoid or protect. We recommend coordinating this early planning to follow initial public and stakeholder outreach to engage the community early in the master planning process and to thereby benefit from local knowledge.

Responding to Context

Building on the earlier work the GreenWorks team will expand the extents of the GIS analysis to examine what the surrounding physical influences are in terms of nearby infrastructure, adjacent land uses, adjacent vegetation, and any corridors or features. The intention is to develop an understanding of what might connect to nearby properties and impact the project.

The on-site and offsite analyses will be merged into a comprehensive site analysis. The site analysis will be a guide to shaping the master plan and will include an Opportunities and Constraints analysis.

Incorporating Tribal, Public, and Stakeholder Input

GreenWorks advocates for robust engagement with the Grand Ronde, the public, and stakeholders. As was the case with Metro's Chehalis Ridge Nature Park we anticipate that shared use trails may well be the overall preference by opening up the site for all users with clear rules to promote safety, and it will be important to engage with the equestrian community early to understand their needs, concerns, and hopes. Similarly, we will want to hear from hikers and mountain bikers on their desires. We also want to engage with neighbors and local business interests to identify their interests and concerns as well.

We see one process where a Project Advisory Committee is formed and provides input over the course of approximately three meetings. Another process would cast a wider net with a couple of Community Listening Posts to present information and solicit input. Both processes have their advantages and disadvantages. We see merit in the more targeted Project Advisory Committee for this project given that the property donation and the zoning have restrictions that limit site development and will require a more nuanced approach than many park master plans.

Preparing the Master Plan

We anticipate developing the master plan with input from the Project Advisory Committee at three points. An initial kickoff meeting will introduce the project team (CPRD, master plan consultant, and Project Advisory Committee). The purpose of the first meeting will be to share



Hogan Butte flower

CPRD's goals for the project, to hear from the Grand Ronde, equestrian, mountain bike, hikers, and key interests such as the agricultural community or other key neighbors.

The second Project Advisory Committee meeting would be held after the site visit, site analysis and opportunities and constraints figures prepared, and an initial concept was drafted. The intention for the meeting will be to share observations on opportunities and constraints, and to gauge responses to the initial concept. Materials would be shared in advance and presentations given to start the meeting. The bulk of the meeting would be a facilitated conversation about what seems to be working and where there are questions or concerns.

The GreenWorks team would refine the concept plan into the draft master plan and develop rough order of magnitude costs for design, permitting, construction, and operations. The third Project Advisory Committee would review the draft master plan. Materials would be shared in advance and presentations given to start the meeting. The bulk of the meeting would be a facilitated conversation about how well the draft master plan addresses prior questions and concerns and how well the plan fulfills the goals and objectives for the project.

The final master plan would be adjusted as needed based on comments from CPRD and the Project Advisory Committee. We will work with you to determine potential grant opportunities, as needed, to help fund the project beyond anticipated SDC funds and planned grant applications.



APPENDIX



GreenWorks' Hogan Butte Nature Park



Paul Agrimis, PLA, PE

LANDSCAPE ARCHITECT | PROFESSIONAL ENGINEER | PRINCIPAL

EDUCATION

MLA, Landscape Architecture, University of Washington
BSE, Civil Engineering, University of Connecticut

REGISTRATIONS AND CERTIFICATIONS

Registered Landscape Architect: Oregon (319), Alaska (13, 234)
Professional Landscape Architect, Washington (640)
Professional Engineer: Washington (33054), Oregon (14,851), Alaska (7,093)
Professional Wetland Scientist Emeritus

YEARS EXPERIENCE

35 (GreenWorks since 2020)

PROFESSIONAL AFFILIATIONS

Chair of Portland Parks & Recreation Board
American Society of Landscape Architects
American Society of Civil Engineers (ASCE)
River Restoration, NW

AREAS OF EXPERTISE

Parks Master Planning
Parks and Trail Design
Floodplain Restoration
Stream Restoration
Wetland Restoration
Environmental Documentation
Bioengineering
Living Shorelines
Public Involvement

Paul is an award-winning landscape architect, a Professional Engineer, and a Professional Wetland Scientist Emeritus bringing over 25 years of leadership in natural resources restoration and public infrastructure and projects with extensive public involvement and stakeholder engagement skills. He has successfully led numerous park, trail, floodplain, marshplain, and open space projects with challenging site conditions, sensitive natural and cultural resources, diverse stakeholder interests, and operational considerations. His work includes conservation plans and many master plans and management plans. He is well-versed in environmental permitting processes and agency requirements including: National Environmental Policy Act, Endangered Species Act, Historic Preservation Act, Clean Water Act, Removal-Fill Law.

SELECTED PROJECT EXPERIENCE

Chehalem Heritage Trails Campground Schematic Design, Chehalem Park and Recreation District (Yamhill County, OR)

Role: Principal in Charge

Paul is leading a multi-disciplinary team for this 90-acre ecotourism campground development along the Willamette River in Yamhill County. The scope includes developing 90 camp sites and supporting restroom, picnic, and gathering facilities plus an internal trail system that connects with a local regional trail system. The project will generate photovoltaic power from the site that more than offsets the anticipated power needs. Safe ingress to and egress from Highway 219 includes considerable coordination with ODOT. The team has just submitted for land use review by Yamhill County.

Newberg-Dundee Bypass Trail – Phase 1, Chehalem Park and Recreation District (Yamhill County, OR)

Role: Principal in Charge

Paul is the Principal in Charge for a multi-disciplinary team designing a 1.5-mile trail segment in Newberg and Yamhill County. This project is funded through ODOT's Community Pathways Program and Paul led the grant submittal process for CPRD. The key element of for Phase 1 is a 520-foot bridge crossing of the Hess Creek floodplain that a subconsultant is assisting with. The other key element that the GreenWorks team is working on with CPRD, Newberg, and ODOT Rail in securing a rail crossing permit near the west end of Phase 1. The team is currently preparing 90% plans with \$5.5M construction planned in 2024.



Paul Agrimis, PLA, PE

LANDSCAPE ARCHITECT | PROFESSIONAL ENGINEER | PRINCIPAL

Bush's Pasture Park and Deepwood Estate Gardens Cultural Landscape Management Plan, Salem Park Operations (Salem, OR)

Role: Principal in Charge

Paul led a multi-disciplinary team for this 96-acre park on Pringle Creek in the heart of Salem. The scope included developing a vision plan and a management plan covering two historic properties, extensive natural resources including Oregon white oak savanna and camas prairies, cultural resources, and numerous cultural events. Developing the plan included working with the Grand Ronde Tribe as well as engaging a large group of very active stakeholders with diverse interests.

Beachfront Park, Crescent City Public Works (Crescent City, CA)

Role: Principal in Charge

Paul is leading a multi-disciplinary team for this 35-acre waterfront park bounded by the Pacific Ocean and Elk Creek. This project includes traditional ball fields, picnic areas, playgrounds, and plazas, trails. The scope also includes unique cultural elements honoring the local Tolowa indigenous people and connection to a Japanese sister city that shares a history of tsunamis, as well as interpretive materials addressing the rich and complex history of the region that includes Redwood National and State Park. The architectural team member is developing plans for repurposing an existing building into a Del Norte County Discovery Center housing the National Park Service, California State Parks, the Chamber of Commerce, and a local land trust. Phase 1 construction is budgeted at \$8M.

Cully Park Master Plan and Phase 1 Design, Portland Parks & Recreation (Portland, OR) *

Role: Principal in Charge and Project Manager

As Principal in Charge and Project Manager for the master plan of this 25-acre community park in the Cully neighborhood, Paul set the vision for transforming an active landfill into a community park in 2008-2009. From 2013-2018, he led a large multidisciplinary team during Phase 1 to address numerous environmental and geotechnical issues to accommodate a program including several athletic fields, facilities, and trails. The designs provided a safe and engaging park amidst industrial, commercial, and residential land uses. Paul worked closely with PP&R and partner Verde to create a Native Gathering Garden, youth soccer field, trails, restrooms, picnic facilities, community garden expansion, off-leash dog area, and a 900-foot green street reconstruction of NE 72nd Avenue as the entry to the park. This was a \$13M construction effort completed in 2018.

** Completed prior to GreenWorks*

Resumes



GREENWORKS.

Jennifer D'Avanzo, PLA, PWS

ASSOCIATE PRINCIPAL | LANDSCAPE ARCHITECT

EDUCATION

Bachelor of Science, Environmental and Forest Biology, SUNY College of Environmental Science and Forestry, Syracuse NY
Master of Landscape Architecture, University of Colorado, Denver, CO

REGISTRATIONS AND CERTIFICATIONS

Professional Landscape Architect in Oregon (LA1083)
Certified Professional Wetland Scientist, Society of Wetland Scientists (#2372)

YEARS EXPERIENCE

20 (GreenWorks since 2015)

PROFESSIONAL AFFILIATIONS AND COMMUNITY SERVICE

American Society of Landscape Architects (National and Oregon)
Clark Public Utilities - Stream Team
Nature Conservancy - Volunteer

AWARDS AND RECOGNITION

American Society of Landscape Architecture Award of Merit for Excellence in the Study of Landscape Architecture
DJC Women of Vision Award, 2021
Recipient of AmeriCorps Education Award Program for Civil Service

PRESENTATIONS

Wetland and Other Waters in the Northern Tier of the Arid West, Pacific Northwest Chapter of the Wetland Scientists Conference, 2015

AREAS OF EXPERTISE

Project Management
Wetland Science

Jennifer D'Avanzo is a Senior Project Manager, Landscape Architect and Biologist with almost twenty years of experience working for environmentally-focused firms. A proven project manager, Jennifer partners with agencies, parks districts, and engineers on challenging ecological projects focused on connecting people with nature through design. Jennifer's wealth of knowledge and excellent organizational skills ensure that her teams stay on-schedule and deliver projects on-budget. With a focus on building strong, long-lasting relationships, Jennifer excels at working with multifaceted teams of professionals who are dedicated to making a positive impact on the environment and people who interact in it.

SELECTED PROJECT EXPERIENCE

Balfour Park, Bowman-Brae Park (Milwaukie, OR)

Role: Project Manager/ Landscape Architect

Jennifer is leading the conceptual planning, design and construction documentation efforts for three parks for the City of Milwaukie including Balfour Park, Bowman-Brae Park, and Scott Park. This project is engaging in robust public outreach to reach communities whose voice have not been heard. This project will go from concept planning to design to construction with a deadline of grand opening in Fall of 2024.

Newberg Dundee Bypass Trail, Chehalem Parks and Recreation (Newberg, OR)

Role: Project Manager and Landscape Architect

Jennifer is the project manager for multi-disciplinary team designing a 1.5-mile trail segment in Newberg County. Jennifer is leading the team through the design and construction documentation of the project, which includes a 520-foot bridge crossing of the Hess Creek floodplain, a rail crossing permit, and collaboration with the City on Newberg on Industrial Parkway. The team is currently preparing 90% plans with \$5.5M construction planned in 2024.

Mirror Pond Bank and Trail Improvements Project, BPRD (Bend, OR)

Role: Consultant Team Project Manager.

Jennifer led the GreenWorks team from vision to design to repair failing systems along the river, connect and extend the Deschutes River Trail, address ADA, mobility and access and create and enhance habitat. The project went through extensive permitting with the City, State and Federal Agencies where Jennifer coordinated with the agencies and the District.



Jennifer D'Avanzo, PLA, PWS

ASSOCIATE PRINCIPAL | LANDSCAPE ARCHITECT

COMMUNITY SERVICE

Clark Public Utilities - Stream Team
Nature Conservancy - Volunteer
Depave - Board Member and Volunteer

CERTIFICATES AND TRAINING

Raising Awareness for Cultural Change
with DRC Learning Solution, 2021
EDI Training with Equality Works NW, 2020
PMSJ Leadership Training Fall 2019
Stream Stewardship, Clark Public Utility,
Fall 2012
Advanced Soils, Washington Department
of Ecology, 2011
Regulatory Overview and Guidance,
Oregon Rapid Wetland Assessment
Protocol Training, 2009
Wetland Regional Supplement Seminar
and Field Practicum, 2009

BIOLOGY

Biological Soil Crust Identification and
Management course, April 2010
National Environmental Policy Act and
Environmental Assessment Training, 2006
Design and Visual Resources and
Construction Management
Visual Resource Management, BLM
Training, June 2014
Wetland Mitigation Site Assessment and
Design, Portland State University, August
2012
Advanced Topics in Scenery Management
and Visual Resource Impact Assessment,
NAEP, 2012
FERC Regulatory Overview and
Environmental Compliance Seminar, 2008
OSHA HAZWOPER 40-hour training,
2005 to Present

Windjammer Park Master Plan, City of Oak Harbor (Oak Harbor, WA)

Role: Consultant Team Project Manager

Jennifer was the project manager for the master plan effort and documentation for 28.5-acre park. GreenWorks lead the design effort for the Windjammer Park Integration Plan by working closely with the City of Oak Harbor and the Community Advisory Group (CAG). GreenWorks presented program elements at the first CAG meeting. With the feedback gathered at this meeting the team developed three design options representing an array of desired elements. During the process there were two open houses as well as an online open house to solicit comments from the public on the three options which assisted with devising a preferred concept.

Reed's Crossing Tamarack Park , Newland Communities and the City of Hillsboro (Hillsboro, OR)

Role: Consultant Team Project Manager

Jennifer collaborated with Newland Communities and the City of Hillsboro to create a unique user experience for the 4-acre Tamarack Park at Reed's Crossing without overlapping program with Reed's Crossing Greenway. Tamarack Park integrates activities for people of all ages and abilities: from playing bocce ball, to skating at the skate park, relaxing in Adirondack chairs under the heritage oak tree, chatting at the fire pit, or tossing a frisbee on the big multi-use field. Construction started in 2020 and was completed 2021.

Mill and Midland Parks Master Plan, Portland Parks and Recreation (Portland, OR)

Role: Assistant Project Manager

The team participated in a unique public outreach approach with PP&R to increase the City's efforts to involve and receive feedback from community members that have historically been underrepresented during the public process. Greenworks aided by attending focus meetings with community leaders and preparing graphics that are very clear with translations in Vietnamese and Spanish. The Master Plan was finalized at the end of 2017.

Aron Faegre & Associates 13200 Fielding Road Lake Oswego Oregon 97034 (503) 880-1469 faegre@earthlink.net www.faegre.org

Aron Faegre & Associates

Aron Faegre & Associates is a multi-disciplinary design firm with particular interest in camping facilities, waterfront facilities, parks, public works, and community projects. A key strength of Aron Faegre lies in its collaborative approach to design, and its interest in gaining community participation. The firm has specialized in taking on difficult and demanding of projects that require careful coordination between users, staff, consultants, and community members. Mr. Faegre's firm was begun in 1983 and has a staff size of three people.

Aron Faegre, principal of the firm, will personally be the major project staff for your project. He is a professional landscape architect, architect, and civil engineer. This diversity reflects his goal for maintaining a generalist's knowledge of building, useful for developing creative, unique solutions to difficult design problems.

Park Planning & Design

Aron Faegre & Associates has a strong interest in public facilities which foster a connection between man and nature. Past and ongoing park and recreation projects include:

- CPRD Heritage Trail Campground
- Cooper Mountain Nature House for METRO with Vigil Agrimis
- YMCA Camp Collins on the Sandy River
- YMCA Camp Orkila on Orcas Island
- YMCA Camp Colman on South Puget Sound
- YMCA Camp Campbell in the Santa Cruz Mountains
- Wilderness Rim Camp at Nimpo Lake, British Columbia
- Lake Matinenda Camp near Blind River, Ontario
- Powell Butte Nature Park Site Planning, Parking, and Restroom Facilities
- Willamette Park Restroom and Trails
- South Slough National Estuarine Research Reserve Walkways, Wetland Trails, Canoe Launch, and Interpretive Center Expansion
- Jackson-Frazier Wetland 2/3 mile Educational Boardwalk
- Design and permitting of four different docks on the Willamette River
- Willamette River Roehr Park Restrooms and Performance Viewing Area
- Clyde Rice Retreat on the Clackamas River

The firm has a strong background in providing consulting services for public service facilities analysis and design. The political climate of public facilities often requires a balanced and sensitive design approach that allows many interested parties to have input and ownership in a project. Aron Faegre & Associates enjoys working in this arena. Past and ongoing public facility projects include:

- Heiltsuk Nation Big House, Bella Bella, B.C.
- Sylvia Beach Hotel, a Booklovers Retreat, Newport
- St. Helens Public Library / Public Meeting Room / Computer Center
- Abacus House, a county facility for mental health services
- Scappoose Public Library and Meeting Room
- Portland 9-1-1 Communications Center and Radio Shop
- Community Policing Precincts for City of Portland



WILLAMETTE

CULTURAL RESOURCES ASSOCIATES, LTD.

EDUCATION

M.A., Anthropology,
University of Arizona, 2005
B.A., Anthropology,
University of Hawai'i-Mānoa, 1997

25 YEARS OF EXPERIENCE

EMPLOYMENT HISTORY

WillametteCRA, 2007–present
Various Portland CRM companies, 2006–2007
Center for Environmental Management of
Military Lands, 2006–2007
International Archaeological Research
Institute, 1998–2002

CERTIFICATION/REGISTRATION

Oregon SHPO Qualified Archaeologist
Oregon Department of Transportation Qualified
Archaeologist
Registered Professional Archaeologist

PROFESSIONAL AFFILIATIONS

Society for American Archaeology
Association of Oregon Archaeology
Register for Professional Archaeologists

Kanani Paraso, M.A., R.P.A.

Senior Archaeologist, Corporate Secretary

Kanani is a federally qualified professional archaeologist and has worked in the Pacific Northwest since 2006. She has worked extensively to fulfill Section 106 and NEPA requirements for projects. She has served as project manager for many of our Western Oregon projects. Her experiences include serving as field director for numerous surveys and for several test excavations at important precontact and historic-period archaeological sites. She is also responsible for our stormwater and sewer improvement projects, housing developments, wetland/habitat restoration, and highway and road projects, ranging from major new construction to small-scale sidewalk and bioswale projects along urban streets. Many of these projects have been conducted to address USACE Section 10 and 404 permit requirements.

Relevant Experience

City of North Bonneville – North Bonneville Park Archaeological Survey (2021–2022) Project Manager. Kanani oversaw an archaeological survey prior to planned recreational improvements, including a new basketball court, at a public park. She organized field staff and coordinated with agency staff.

City of Salem Bush's Pasture Park and Deepwood Gardens Native Peoples Cultural Context (2020–2021) Project Manager. Project objectives included creating an up-to-date and detailed ethnographic context for the Salem area and Bush's Pasture Parks in particular. From this document, additional recommendations were made for creating a framework and high standards for management and maintenance actions for the park. Kanani oversaw the research and coordinated with Tribes and the client to meet project goals.

OPRD Yachats Amanda Trail Bridge Project Archaeological Survey (2020) Project Manager. Kanani orchestrated an archaeological survey prior to construction of a new bridge on the Amanda Trail. Kanani scoped and planned a systematic pedestrian survey of the area. She organized field staff and coordinated with agency staff.

PGE Timothy Lake New Campground at Shelterwood and New Trails Archaeological Survey (2020) Project Manager. Kanani scoped, planned, and oversaw an archaeological survey prior to construction of a new campground and trails in Mount Hood National Forest. The project consisted of a systematic pedestrian survey and 231 subsurface probes over 48 acres and 2 miles of trails. Kanani organized field staff and coordinated with agency staff to complete the project.

Willamette Cultural Resources Associates, Ltd.
2827 NE Martin Luther King Blvd
Portland, Oregon 97212

503.281.4576

www.willamettecra.com



WILLAMETTE
CULTURAL RESOURCES ASSOCIATES, LTD.

EDUCATION

M.A., Anthropology,
Portland State University, 2008

B.A., Anthropology,
Pennsylvania State University, 1990

30 YEARS OF EXPERIENCE

EMPLOYMENT HISTORY

WillametteCRA, 2007–present

Applied Archaeological Research, 1996–2007

Larson Anthropological/Archaeological
Services, 1991–1996

CERTIFICATION/REGISTRATION

Oregon SHPO Qualified Archaeologist

Registered Professional Archaeologist

PROFESSIONAL AFFILIATIONS

Association for Washington Archaeology

Past Director-at-Large for the Association of
Washington Archaeology

Association for Oregon Archaeology

Sigma Xi

Portland State University Research Associate

Past Portland Landmarks Commissioner

RESEARCH INTERESTS

Landscape Approaches to Archaeology

Mobility and Settlement and Subsistence
Patterns

Research Designs and Contexts

Paul S. Solimano, M.A., R.P.A. Senior Archaeologist, Vice President

Paul has over 30 years of experience assisting federal, state, private, and tribal clients with Section 106, NEPA, Sections 404 and 110, and state-level compliance. He has directed small- and large-scale shovel probes and pedestrian surveys and directed dozens of evaluative testing and data recovery excavations at archaeological sites in Oregon and Washington. Paul has worked closely with numerous tribes, often directing tribal crews on projects. Paul specializes in constructing contexts and research designs geared towards diachronic modeling of precontact settlement and subsistence systems as avenues for NRHP eligibility recommendations. Paul has extensive experience in compliance issues related to large linear projects, reservoirs, and solar facilities.

Relevant Experience

OPRD Pedestrian Survey of Collier State Park (2020–2021) Project Manager / Field Director. The project consisted of removal of fire-damaged timber over approximately 316 acres. Paul oversaw the entire project from initial scoping through completion, including scheduling and coordinating with field staff and agency personnel, directing fieldwork, and authored the associated report.

OPRD Willowa State Park Restoration Archaeological Investigation (2019) Project Manager. The restoration project proposed to enhance fish habitat and protect public and private lands from flooding. Paul oversaw the project from initial scoping through completion, including scheduling and coordinating with field director and agency personnel.

Starvation Lane Boat Ramp Cultural Resources Survey (2021) Project Manager / Field Director. The project proposed improvement of visitor access and facilities at the existing boat ramp, an unimproved river access point. Paul oversaw the entire project from initial scoping through completion, including scheduling and coordinating with field staff and agency personnel, directing fieldwork, and authoring the associated report.

OPRD Robert W. Sawyer Facility Archaeological Survey (2019) Project Manager / Field Director. The proposed project consisted of expansion of the existing facility and adding parking. These tasks necessitated evaluating a precontact archaeological site for its eligibility for listing on the NRHP. Paul oversaw the entire project from initial scoping through completion, including scheduling and coordinating with field staff and agency personnel.

OPRD Minam Vicinity Archaeological Survey (2017) Project Manager. The project proposed numerous park improvements, including boat launch improvements, day use and campground expansion, toilet and shower installations, and road and equestrian/hiking trail construction. The project also included a large-scale geoarchaeological analysis of the park and evaluation of a historic-era site for NRHP Eligibility. Paul oversaw the entire survey.

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Portland, Oregon 97212

503.281.4576

www.willamettecra.com

Christopher S. Cotton, PE



Project Engineer

Experience Summary:

Mr. Cotton has over 8 years of industrial environmental compliance and engineering experience and is a licensed environmental Professional Engineer. His experience includes onsite wastewater treatment design and construction oversight for water pollution control facilities (WPCF) permitted systems, stormwater treatment design, sample collection, data management, monitoring of industrial stormwater and process wastewater treatment, air emissions monitoring, and hazardous waste management. His design and construction oversight experience has included a variety of site conditions and wastewater characteristics including subdivisions, state parks and recreation sites, vineyards, industrial and commercial facilities, and food processors involving varying degrees of treatment, disinfection, and soil conditions.

Education:

M. Eng., Environmental Engineering – Oregon State University
B.S., Environmental, Soil, and Water Sciences – University of Arkansas

Registrations/ Certifications:

Professional Engineer - Oregon, Certificate Number 99171PE
Oregon Onsite Wastewater Association (O₂WA Member)
Mine Safety and Health Administration (MSHA) 24-Hour Metal/Non-Metal Surface

Project Experience:

Onsite Wastewater Treatment

Responsible design support, drafting and construction oversight of various commercial, industrial, recreational and residential onsite wastewater treatment systems throughout the state of Oregon. Experience includes technical writing, Geographic Information Systems (GIS), hydraulic and hydrogeological site analyses, as well as general engineering work to support WPCF permitted systems, onsite wastewater regulation variance applications, environmental soils evaluation reports, county issued construction-installation permits, and recycled water reuse plans. Related experience includes nutrient management and land application planning for disposal and treatment of domestic wastewater biosolids.

Designing onsite wastewater treatment systems to both rehabilitate existing and aging systems as well as new construction across a variety of site conditions and treatment requirements. Experience with methods of advanced treatment which utilize programmed dosing for buffering flows, passive and active aerated treatment units, recirculating gravel filters, conventional and bottomless sandfilters, alkalinity augmentation and chlorine or ultra-violet disinfection. Design treatment goals often include reductions in biologic oxygen demand, total suspended solids, oil and grease, nitrogen removal (ammonia and nitrate), and fecal coliform. For final effluent disposal design and construction oversight experience includes systems with conventional drainfields, pressure-assisted distribution, subsurface drip dispersal, and evaporation ponds.

Regular interactions and correspondence with state and local regulators, installers, system owners, and operation and maintenance providers to support onsite wastewater treatment system function and compliance.

Stormwater Treatment

Responsible for aiding in the design, drafting and construction oversight of stormwater treatment systems in the state of Oregon. Experience includes technical writing, GIS analyses and stormwater modeling software analyses, and general engineering work to support 1200z Industrial Stormwater permits and associated tier II response documents.

Environmental Compliance and Regulation

Responsible for conducting and compiling hazardous waste inventory and compliance inspections for Allegheny Technologies Incorporated Specialty Alloys and Components Millersburg Operations plant. Adherence to Large Quantity Generator permit specifications as well as internal, state and federal and regulations, and international standards organization guidelines.

Knowledge and participation with soil and groundwater sampling protocols associated within a PCB and radioactivity contaminated Comprehensive Environmental Response, Compensation and Liability Act site.

Maintained data submission and record of National Pollutant Discharge Eliminations Systems discharge monitoring reports for industrial wastewater discharge stream from Allegheny Technologies Incorporated primary titanium plant. Worked under the supervision of environmental management team to meet permit requirements designated by the Oregon Department of Environmental Quality.



Matt Hastie, AICP

PROJECT MANAGER

Matt Hastie is a highly versatile planner and project manager who has worked with communities throughout Oregon and the Pacific Northwest on a diverse range of projects from urban design and land use planning and permitting to housing, transportation, parks and recreation, and economic development. Matt combines analysis and problem-solving from his engineering background with expertise honed over 28 years helping clients and communities define and respond to complex and often challenging issues. He especially enjoys the collaboration and relationship-building inherent in planning and excels in communication, facilitation, and outreach. Matt consolidates and presents information so people can understand the trade-offs associated with alternative solutions to achieve optimum results for the greatest number of people. As a project manager, he is engaging, efficient, and tireless — seeking to ensure that everyone he works with is empowered to contribute to project success.

EDUCATION

- » Masters in Regional Planning, Cornell University
- » BS, Engineering, Cornell University

CERTIFICATIONS

- » American Institute of Certified Planners

PROFESSIONAL AFFILIATIONS

- » American Planning Association
- » Women's Transportation Seminar
- » Visiting Lecturer, City and Regional Planning Department, Cornell University
- » Adjunct Professor, Portland State University

SELECTED PROJECT EXPERIENCE

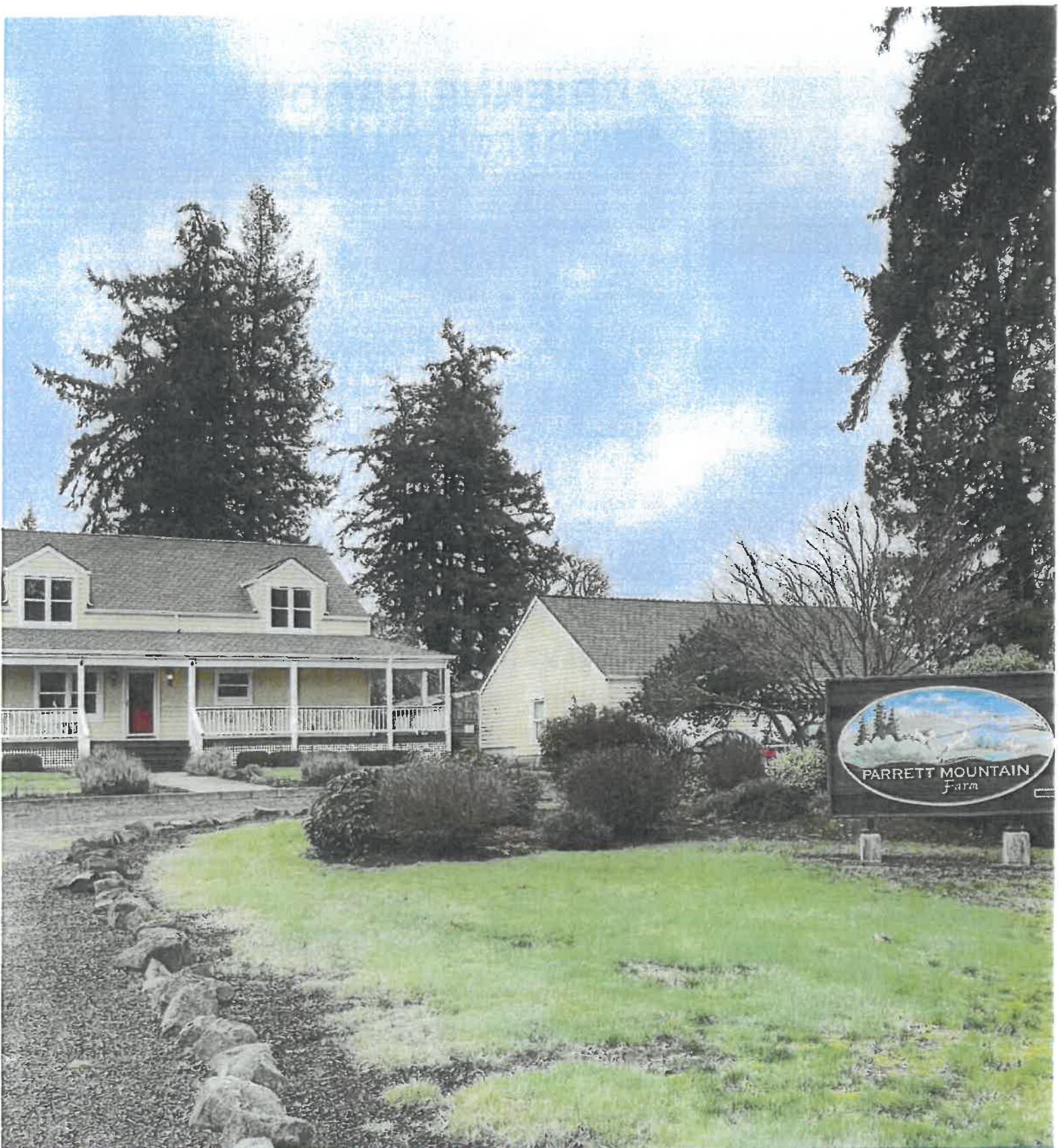
- » Grabhorn Reservoir Land Use Permitting, Tualatin Valley Water District, Washington County, OR
- » Farmington Fluoridation Facility Land Use Permitting, Tualatin Valley Water District, Washington County, OR
- » Water and Sewer Extensions Land Use Permitting, Tualatin Valley Water District, Newberg, OR
- » Sexton Mountain Pump Station Land Use Permitting, Beaverton, OR
- » Sorrento Pump Station Land Use Permitting, Beaverton, OR
- » Water Pollution Control Lab Land Use Permitting, Portland, OR
- » Bridge Affordable Housing (Songbird) Land Use Permitting, Portland, OR
- » Willamette View Senior Housing Land Use Permitting, Clackamas County, OR
- » Clackamas Town Center Hotel Land Use Permitting, Clackamas County, OR
- » Farragut Park Land Use Permitting, Portland, OR
- » Milwaukie Parks Land Use Permitting, Milwaukie, OR
- » Westside Park Land Use Permitting, Hood River Valley Park & Recreation District, OR
- » On-Call Land Use Permitting Review Assistance, Hood River, OR
- » Cedar Hills Multi-Family Land Use Permitting, Washington County, OR
- » YMCA Mixed Use Development Land Use Permitting, Portland, OR
- » South Redmond Urban Growth Boundary Expansion, Oregon Department of State Lands, Redmond, OR



THANK YOU



GreenWorks' Independence Landing Waterfront Park



N|V|5

9450 SW COMMERCE CIRCLE, SUITE 300
WILSONVILLE, OR 97070
PHONE: 503.968.8787



ADRIENNE DEDONA

SENIOR PROGRAM MANAGER



EDUCATION

University of Portland
B.A. Life Science

PROFESSIONAL

Certified in SDIC (Systematic Development of Informed Consent), Institute for Participatory Management

Trained in Technology of Participation: Group Facilitation Methods, Institute of Cultural Affairs

Strategies for Dealing with Opposition and Outrage in Public Participation, International Association for Public Participation (IAP2)

Comprehensive Equity Workshop: From Theory to Application, IAP2

2016 Excellence in Communication Award, American Waterworks Association Pacific Northwest

2020 Respect for Diversity, Inclusion and Culture Award, IAP2 USA

EXPERTISE

Senior-level engagement strategist with decades of work with public agencies and stakeholders

Expertise in strategy, facilitation, online engagement, development of communications, public events

Extensive experience working on parks, recreation, facilities and trail planning processes

Horse owner with personal interest in trail riding

Adrienne has helped government agencies positively and productively engage with the communities they serve since 1999. Adrienne leads JLA's southwest Washington office. Adrienne is a lifelong resident of Clark County is well acquainted with many agency staff, elected officials and community members. Her personal and professional background and extensive network of contacts enhance her ability to engage people effectively and genuinely.

Adrienne has designed, managed and implemented complex public involvement programs for local, regional and state-wide projects across Washington and Oregon. Her clients appreciate her broad knowledge of all facets of public involvement programs, including: developing project-specific strategies and decision-making frameworks, conducting stakeholder interviews and online surveys, developing engaging informational materials, and facilitating public meetings. Clients, project teams and stakeholders enjoy working with Adrienne and her collaborative and flexible management style.

Adrienne is a sought-after facilitator for advisory committees and large-scale public forums. Her expertise has helped forge agreements on public projects involving multiple agencies and diverse communities, including advocacy groups, concerned neighbors, as well as business and property owners.

RELEVANT PROJECT EXPERIENCE

78th Street / WSU Property Concept and Master Planning, Clark County

Community Campus Park Planning and Development, City of Sandy

Sandy Parks & Trails System Master Plan, City of Sandy

Woodburn Parks and Recreation Master Plan, City of Woodburn

Off-Road Cycling Master Plan, Portland Bureau of Planning & Sustainability

Parks, Recreation and Open Space Plan, City of Camas

Parks Comprehensive Plan Update, City of Battle Ground

Comprehensive Parks & Recreation Plan Update, Vancouver Department of Parks and Recreation

Old Town/Chinatown Redevelopment Project, Prosper Portland

Cooper Mountain Community Plan, City of Beaverton

Regional Skills Center Feasibility Study, Cowlitz, Lewis + Wahkiakum Counties

Wilsonville East-West Connector Corridor Plan / 5th Street to Kinsman Road Extension, City of Wilsonville

Glendoveer Golf Course & Fitness Trail Facility Assessment & Business Plan, Metro Regional Government

Agricultural Preservation Advisory Committee (APAC), Clark County

PROPOSAL FOR:

MASTER PLAN FOR BOB AND CRYSTAL RILEE PARK PROFESSIONAL DESIGN SERVICES

February 15, 2023

PREPARED FOR:

CHEHALEM PARK & RECREATION DISTRICT



9450 SW COMMERCE CIRCLE, SUITE 300
WILSONVILLE, OR 97070
PHONE: 503.968.8787

N|V|5

1. COVER LETTER

February 15, 2023

Don Clements | Superintendent
Chehalem Park & Recreation District
125 S. Elliott Road
Newberg, Oregon 97132

RE: Master Plan for Bob and Crystal Rilee Park Professional Design Services

Dear Don and Members of the Evaluation Committee:

Chehalem Park & Recreation District (District or CPRD) has advertised for professional design services for the Bob and Crystal Rilee Park Master Plan. Once completed, this Master Plan will provide a vision of what the park will become in the future, and clear guidance and direction for future improvements. The District and the park's existing and future users will have a clear understanding of how the park property will evolve over time. We anticipate a vision for the park that will minimize potential conflicts between different user groups, and provide a strategy for how their interests coexist. The public will be included in the process of developing the master plan, which will help to provide the community with a sense of pride and ownership of the plan. Furthermore, a master plan that includes a phased implementation plan, operational plan, and cost estimate will provide the District with a road map for how to budget for and develop the park over time.

CPRD entrusted our (WHPacific) team to complete the Environmental Assessment and Site Analysis of the property in 2016, and as such we are familiar with the project site and the District's desires for this project. Our landscape architects also visited the site in late January to verify the park has not undergone any substantial improvements since 2016. With the exception of a few new trails (which you are currently mapping with GPS), the work done for our assessment and site analysis remain current and relevant. The Environmental Assessment and Site Analysis document, along with the 2019 Park Advisory Committee Plan Recommendations document, will be the foundation of our planning work and guidepost for how we proceed.

The NV5 team we have assembled for this opportunity is uniquely qualified to fulfill all the terms of this RFQ given our years of prior experience working with CPRD and familiarity with Rilee Park. In addition to our previous work on Rilee Park, our landscape architects have provided planning and design services for Ewing Young Park, Friends Park, and the Chehalem Aquatic and Fitness Center. Further, our NV5 team has acquired years of experience working with other agencies on park master plans of a similar size and scope. One analogous project we will be working on this spring is Milo McIver State Park near Estacada, OR. This state park offers miles of equestrian, mountain biking, and hiking trails in similar natural settings. To diversify our professional services on this project, we have added Scott Edwards Architecture (SEA) for architectural design and JLA Public Involvement (JLA) to lead community engagement. We recently teamed with SEA on the CPRD Chehalem Aquatic & Fitness Center, and with JLA on Recuerdo Park in Aloha, OR.

Thank you for considering our proposal. As Project Manager, Jon Champlin will be the primary contact person for any questions regarding this proposal and during our performance of the contract. As Oregon Operations Manager, Daniel Boultinghouse is authorized to negotiate and contractually bind NV5 for this project. This proposal is valid for a minimum of 90 days following submittal. NV5 has not received any addenda to the RFQ.

Sincerely,

NV5



Jon Champlin, RLA, ASLA
Project Manager and Landscape Architect



Daniel Boultinghouse, PE
Operations Manager and PIC

2. BASIC QUALIFICATIONS

FIRM INTRODUCTION



NV5, formerly WHPacific and GeoDesign, is a multi-discipline professional services firm with staff practicing in offices throughout the US and worldwide. Our Wilsonville-based office is comprised of landscape architects; civil, structural, and geotechnical engineers; land surveyors; water resource specialists; and natural and cultural resource specialists. Since the early 1980's and 90's, our Portland offices have built long-lasting relationships with a diverse mix of public agencies. When WHPacific and GeoDesign were acquired and merged by NV5 in 2019 we each gained access to a broader spectrum of professional services. This new arrangement has allowed us to deliver with greater efficiencies, and to expand our service bases beyond previous limitations.

A Leader in Park Master Planning

NV5's full-service approach enables us to orchestrate and synchronize a myriad of different design elements while simultaneously ensuring our designs are appropriately integrated and responsive to input received from the client, agencies, community, and stakeholders. Given our extensive experience in resource assessment, site analysis, and park and recreation master planning and design, we represent an innovative and creative solutions-based team. We are skilled at addressing functional and programmatic challenges such as accessibility requirements, sensitive environmental conditions, complex land use and regulatory permitting processes, cost-conscious maintenance requirements, and exacting aesthetic standards, producing resilient and aesthetically pleasing designs based upon open and collaborative processes.

NV5's multi-discipline office promotes a holistic approach to producing creative and innovative design solutions with the use of a well-defined but flexible project delivery process, open office workspaces, and staff dedication to excellence on every project that we touch. Every internal and external team member has a voice in the design process. This culture of collaboration and teamwork ensures we receive, scrutinize, and test in real time any new input and information received, across disciplines, in organized and thoughtful ways. All-the-while remaining true to the project programing, owner/community expectations, and established project goals.



OUR TRUSTED SUBCONSULTANTS



Scott
Edwards
Architecture

Scott Edwards Architecture is a collaborative, people-first architecture firm. Our design approach puts the vision, goals, and needs of the people we design for at the heart of our creative process. We begin each project with fresh eyes, check our ego at the door, and above all, we listen.

Headquartered in Portland, OR, our award-winning design firm is licensed to practice architecture in Oregon and 31 other states. Scott Edwards Architecture is led by seven partners and has been providing architecture, interior design, and planning services throughout the Northwest on a wide range of project types since our founding in 1998. We pride ourselves in being able to draw from our civic, healthcare, education, commercial, hospitality, community, multi-family, and planning experience to add a thoughtful, well-rounded perspective to each project.

SEA has been working in the City of Newberg for over 17 years, starting with early planning and visioning for the Chehalem Cultural Center and currently on Virginia Garcia's Newberg Wellness Center. That project has expanded to several additional phases over the years, including our most recent project of the new theater, currently in progress. Another recent and successfully completed project was the Chehalem Aquatic & Fitness Center, which won the 2019 Oregon Recreation & Parks Association Design & Construction Award. We have also worked on the Habitat for Humanity ReStore and Oakgrove Apartments in the area. We are honored to have become a part of the community and look forward to continuing our work in any way that we can.



Public Involvement

JLA provides community engagement, facilitation and strategic communications services exclusively for public agencies. We support collaborative process, transparent decision-making, and public-friendly information campaigns. JLA has

a reputation for helping navigate complex, and sometimes contentious, issues that result in successful outcomes and positive participant experiences.

JLA has worked on many parks master plans over the years, including rural and regional parks such as the Barton Park Master Plan in Clackamas County and the 78th Street / WSU Property Concept and Master Planning in Clark County. We have also worked on planning that included trail development, such as the Portland Off-Road Cycling Master Plan and the Powell Butte Reservoir and Trails Plan.

JLA is an Oregon-certified DBE/WBE #736.

2. BASIC QUALIFICATIONS

NV5 PROJECT MANAGEMENT TOOLS

Project Execution

The NV5 project management process begins with a clearly defined work scope and performance schedule. The scope and schedule codified during the contract negotiations are then communicated to the team through a Project Execution Plan (PEP). The PEP outlines the specific work scope, project deliverables and deliverable schedule, and detailed budget that identifies the project scope down to the granular task and employee levels.

Our project manager, Jon Champlin, will be responsible for meeting the negotiated schedule, fulfilling deliverables, and overseeing all contractual responsibilities. Jon will be the primary point-of-contact throughout contracting, project administration, design, and construction. He will endeavor to maintain a very high level of accessibility to everyone involved on the project throughout its life.

Staffing

The Wilsonville NV5 office strives for staff continuity on every project, from beginning to end. That is our baseline goal regardless of scope, schedule, or budget. When competing project deadlines conflict, as occasionally happens, our Operations Manager, project managers, and team leads meet bi-weekly to resolve schedules, staff needs, and project demands while eliminating or minimizing project delays to the extents possible.

Communication

Our success is the result of a commitment to clear and regular communications with our client, our staff, and project stakeholders. Our team recognizes the importance of effective communications, and we are diligent about keeping our clients, agency partners, and stakeholders informed and involved throughout every project entrusted to us.

Project Schedule Management

Schedule control is the responsibility of our Project Manager. Jon will track work progress against schedule dependencies and milestone dates through regular meetings with CPRD, our project team, and any sub-consultants. If necessary, Jon will bring additional resources to the team to maintain schedules and avoid delays.

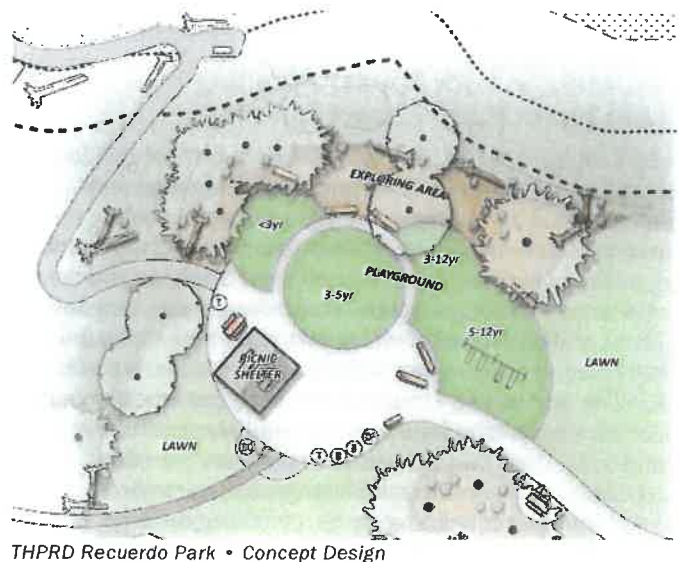
Project Cost Management

Project costs and budgets are monitored using “real-time” reports of timecard entries through Deltek Vision, Estimated Cost-to-Complete reports (monthly), Staff Utilization reports (weekly), and CADD Project Production reports (weekly). Collectively these reports were developed and customized by NV5 to enable monitoring and oversight by Project Managers.

Quality Assurance

Our QA/QC lead will be Mike Smyth. He brings 35 years of experience as a Project Manager to a broad array of parks and recreation projects. Daniel Boultinghouse, PE, Principal-in-Charge will assist and support Mike if or when needed.

Product Quality: NV5 follows a well-established quality control protocol. It demands accountability at all levels of the project delivery process. While the Project Manager is ultimately responsible for the project team output, every member of the team is responsible and accountable for always delivering quality effort.



Senior Professional Involvement: Senior-level engagement, especially during early project stages, provides the validation and perspective so important to quality project delivery. Occasionally, decisions are made in the formative stages that later affects project performance in unintended ways. Senior involvement early in the process reduces the risk of project re-work at later stages when changes can be costly.

Peer Review: Our QA philosophy centers on the idea that every project undergoes review by qualified and competent peer staff, who are detached from the project delivery team. This validates the project delivery process and always strengthens outputs.

Formal Quality Review: Our Formal Quality Review provides a formal construct and protocol for the most significant submittals, typically at both the PS&E and Signed Plan submittals. Senior practitioners not otherwise involved with a project perform these reviews and provide the invaluable input.

2. BASIC QUALIFICATIONS

PROPOSED TEAM STRUCTURE

We have assembled a team of highly qualified landscape architects, architects, and public involvement specialists, for the Bob and Crystal Rilee Park Master Plan project. Each member was selected for their expertise, knowledge and teamwork. We have organized the team structure in a way that ensures an efficient, effective project delivery for the District. Jon Champlin will be your project manager and point of contact from project inception to final completion. He is currently managing a CPRD project, and understands how to effectively meet the needs of the District throughout the public involvement phase and design process.

We do not yet know the level of effort needed or desired by CPRD for architectural design or studies, or how extensive the public involvement process could be. We are prepared for a robust effort on each task in our Project Approach section of this proposal. However, during discovery, we can adjust our approach as needed to meet CPRD's goals and budget for Rilee Park. All members of our team are dedicated to providing the District with capable professional service at what ever level is deemed necessary. A resume for each key person's role, responsibilities, expertise, and relevant experience can be found in the proposal appendix.

PROJECT ORGANIZATION CHART:

*Resume included for Key Staff as an appendix to the proposal.



CPRD Project Manager

Project Manager/Design Lead

Jon Champlin, RLA*

Principal in Charge

Daniel Boultinghouse, PE

jla

Public Involvement

Public Involvement

JLA

Adrienne Dedona*

N|V|5

Landscape Architecture/
Planning

NV5

Jon Champlin, RLA*
Mike Smyth, RLA*
Stefan Golos, LAIT

Cost Estimating

NV5

Dan Sexton, LEED AP,
Senior Estimator



Scott
Edwards
Architecture

Architecture/Structures

Scott Edwards Architecture

Sid Scott, AIA, LEED AP*
Jennifer Marsicek, AIA,
LEED AP*



Magnolia Park, Hillsboro, OR (NV5)



Chehalis Cultural Center, Newberg, OR (SEA)

3. PERFORMANCE HISTORY

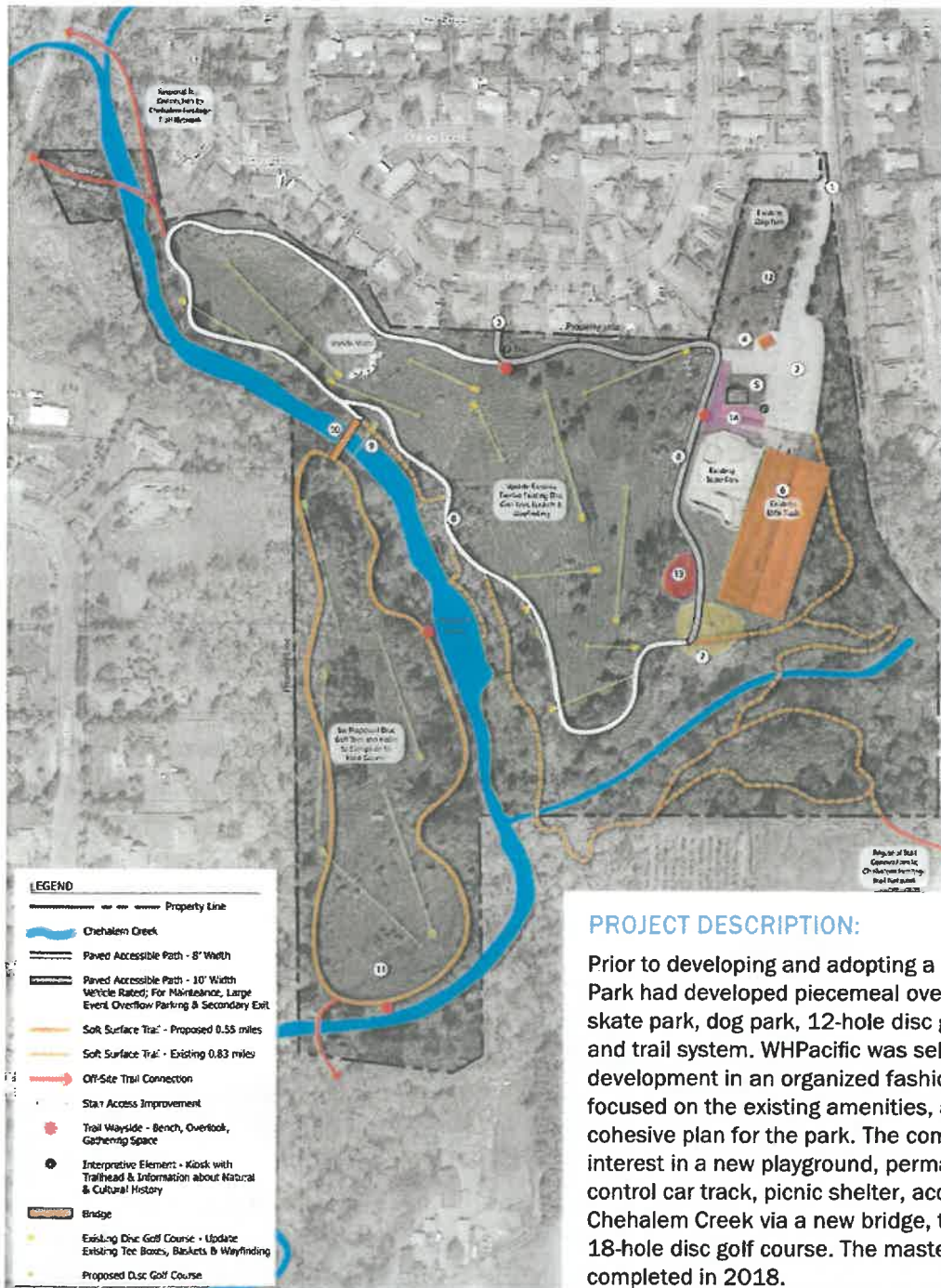
NV5

On the following pages you will find three projects and client references for projects completed by either NV5 or SEA that directly relate to the Bob and Crystal Rilee Park Master Plan project. The Portland office of NV5 has been in operation for nearly 40 years, and our team has completed many park and recreation projects in Oregon in that time. Details of other comparable projects, including projects in which NV5 teamed with SEA or JLA, can be found immediately following our three reference projects.

EWING YOUNG PARK MASTER PLAN

CHEHALEM PARK & RECREATION DISTRICT | NEWBERG, OR

COMPLETED BY: NV5



HOW THIS PROJECT RELATES TO RILEE PARK:

- Public Involvement Process
- Client Visioning Sessions
- Nature Park with Variety of Uses
- Internal Trail Network
- Site Assessment and Analysis
- Environmental Assessment and Report
- Conceptual Master Plan
- Final Master Plan

CLIENT CONTACT:

Don Clements
p: (503) 537-4165
e: dclements@cprdnewberg.org

ORIGINAL CONTRACT VALUE:

\$24,875

PROJECT DESCRIPTION:

Prior to developing and adopting a park master plan, Ewing Young Park had developed piecemeal over the years, with a BMX track, skate park, dog park, 12-hole disc golf course, picnic shelter, and trail system. WHPacific was selected to master plan future development in an organized fashion. The master plan process focused on the existing amenities, and then envisioned a future cohesive plan for the park. The community of Newberg expressed interest in a new playground, permanent restroom facility, remote control car track, picnic shelter, access to a pedestrian crossing Chehalis Creek via a new bridge, trail system expansion, and a full 18-hole disc golf course. The master plan for Ewing Young Park was completed in 2018.

3. PERFORMANCE HISTORY

SANDER ESTATE PARK MASTER PLAN

CHEHALEM PARK & RECREATION DISTRICT | DUNDEE, OR

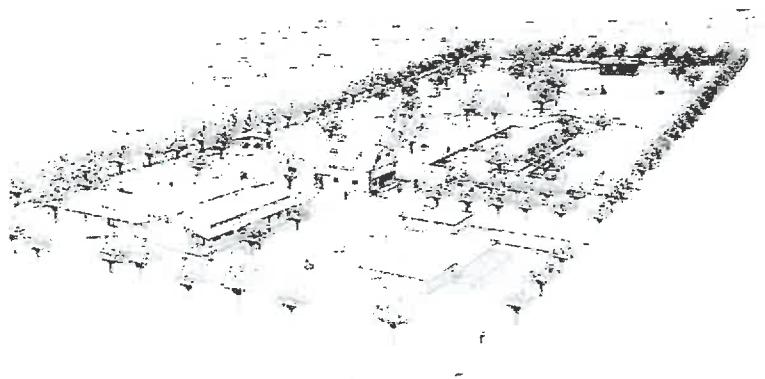
COMPLETED BY:
Scott
Edwards
Architecture

The Sander Family has farmed in the City of Dundee for generations. As a lasting gift to the community, Jan Sander donated her homestead to the Chehalem Park & Recreation District in 2017 for use as a park. Multiple neighborhood meetings and hours of design work have created this design which provides the amenities most strongly desired by the community in a park that reflects the unique setting of Dundee and honors the local history of farmers like and in specific, the Sander family.

The 6.7-acre property will be used to increase opportunities for both outdoor/indoor flexible-use facilities year-round. The existing barn will host gatherings and community events. The house will be a flexible space for a lending library or club meetings. To compliment the existing buildings, a new reception hall will provide larger flexible meeting space with additional amenities. The three buildings encircle a hardscaped public plaza which will be the epicenter of outdoor group events and the start of multiple pathways leading out into the park. These pathways link park amenities such as benches and exercise par course stations, a covered picnic shelter, and an inclusive nature playground. Also onsite are restrooms and maintenance facilities with a covered observation deck, and proposed water feature.

HOW THIS PROJECT RELATES TO RILEE PARK:

- Programming Developed by Public Involvement
- Historical Farm Converted to Park
- Vehicular Parking
- Internal Trails Network
- Event Space Planning
- Repurposing of Existing Structures

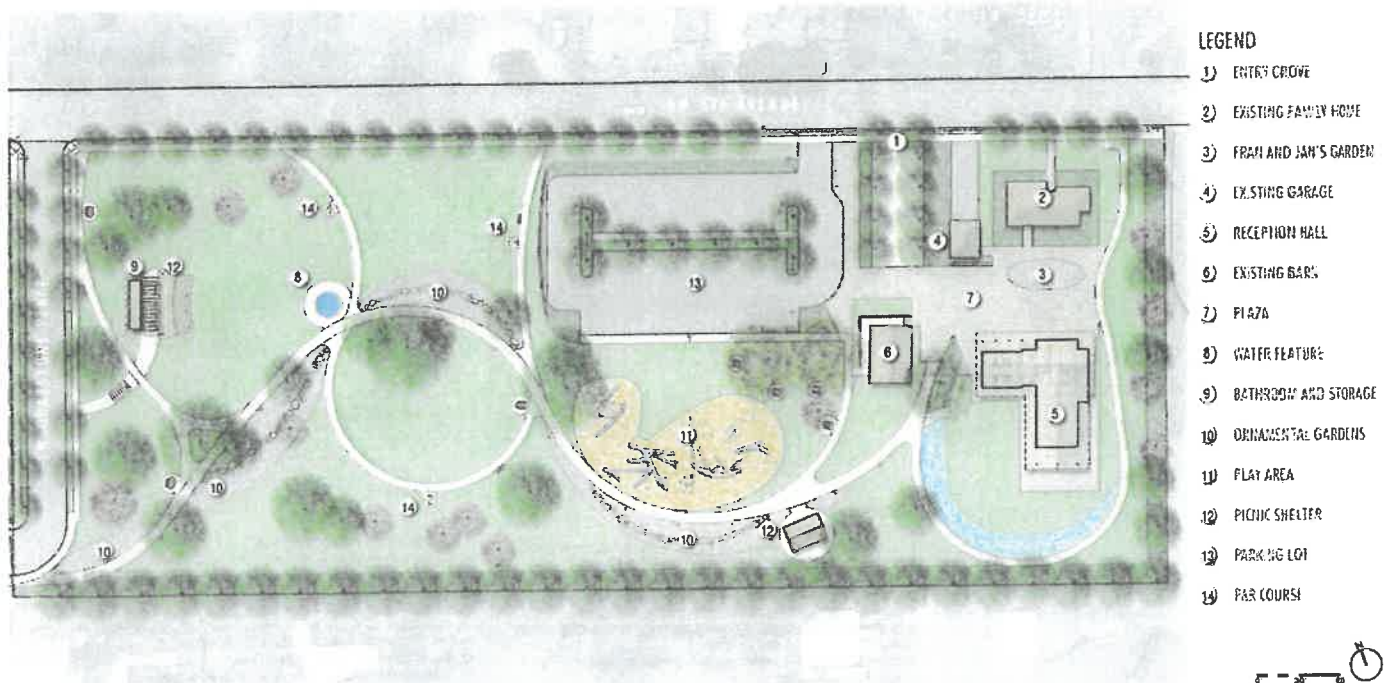


CLIENT CONTACT:

Don Clements
p: (503) 537-4165
e: dclements@cprdnewberg.org

ORIGINAL CONTRACT VALUE:

\$63,680



3. PERFORMANCE HISTORY

WIRE MOUNTAIN PARK MASTER PLAN

USMC BASE HOUSING | CAMP PENDLETON SOUTH, CA

COMPLETED BY:



Wire Mountain Park is an existing park located near the residential neighborhoods of Wire Mountain and South Mesa, on Marine Corps Base Camp Pendleton, CA. After realizing the existing park amenities underserve the community, the base housing Operator, Moss & Associates, contracted with WHPacific to prepare alternative concept designs that will update and upgrade the entire park. WHPacific' Landscape Architects developed three alternative master plans, all of which received thoughtful consideration. Ultimately Moss & Associates decided the "Centralized Athletic Use" option best met their programmatic needs. The preferred concept consolidated the baseball field amenities along a central plaza with bleachers, shade trees and concessions building. Other new amenities include playgrounds, ziplines, shade structure, paved trails, new xeric and drought-tolerant landscaping, and parking. The Operator expects to implement the concept master plan over the next several funding cycles. This master plan was completed in 2020.

HOW THIS PROJECT RELATES TO RILEE PARK:

- Master Plan for an Existing Park
- Variety of Active and Passive Uses
- Internal Trail Network
- Cost Estimates
- Conceptual Master Plan Alternatives
- Final Master Plan

CLIENT CONTACT:

Scott Belknap, Moss and Associates
p: (760) 575-8996
e: sbelknap@mosscom.com

ORIGINAL CONTRACT VALUE:

\$20,675



LEGEND

- A. ATHLETIC ZONE
- B. SHADED STRUCTURE WITH CONCRETE SLAB (SITE BUILT)
- C. PARENTS YOGA AREA WITH STROLLER PARKING
- D1. TOT LOT PLAYGROUND (6-12 YEARS OLD)
- D2. TOT LOT PLAYGROUND (6-12 YEARS OLD)
- E. JUNIOR TOT LOT PLAYGROUND (2-5 YEARS OLD)
- F. BASEBALL FIELD (235' FROM HOME PLATE TO FOUL POST)
- G. PARKING STALLS 10'x20' TYP.
- H. CONCESSIONS, BATHROOMS & STORAGE SHED
- I. MULTISPORT FIELD

- J. SHADE STRUCTURE (SITE BUILT)
- K. ALUMINUM BLEACHERS, TYP.
- L. GRASS HILLSIDE/MOUND WITH CONCRETE SLIDE
- M. DOUBLE ZIPLINE
- N. BASEBALL PARKING (34 STALLS)
- O. MEANDERING CONCRETE TRAIL WITH LANDSCAPING
- P. LARGE SHADE STRUCTURE (SITE BUILT)
- Q. GATE TO UTILITY PARKING LOT
- R. FENCE FOR UTILITY BUILDING AND PARKING



1" = 100'

3. PERFORMANCE HISTORY

BOB AND CRYSTAL RILEE PARK ENVIRONMENTAL ASSESSMENT AND SITE ANALYSIS

CHEHALEM PARK & RECREATION DISTRICT | YAMHILL COUNTY, OR

COMPLETED BY:

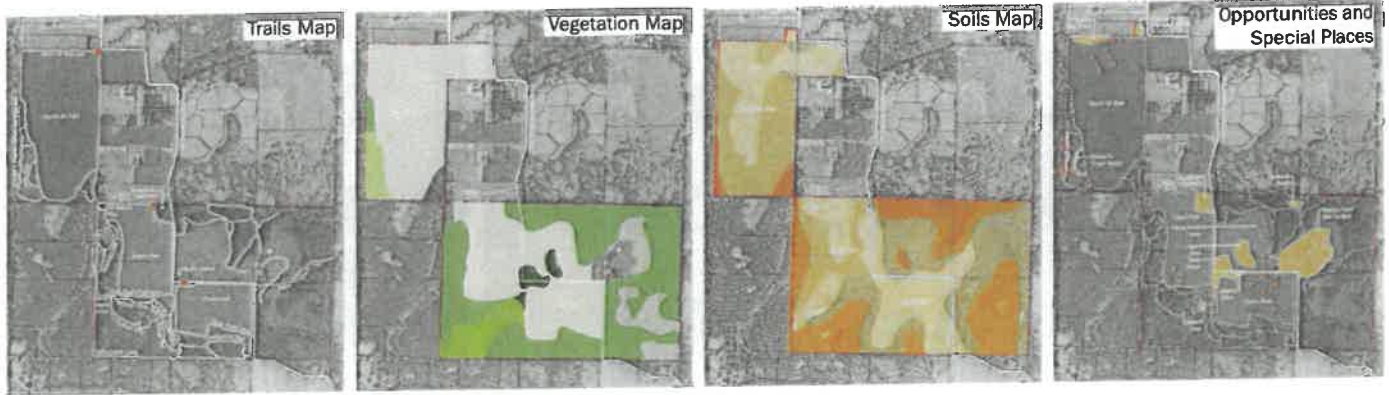


RELEVANT SERVICES

- Environmental Assessment
- Existing Conditions Mapping
- Site Analysis
- Opportunities and Special Places Assessment

PROJECT DATE: 2016

Soon after CPRD acquired the property previously known as the Parrett Mountain Farm, WHPacific was hired to prepare an environmental assessment, site analysis, and opportunities and special attributes report of the property. The report aided the District in a land use application for a conditional use permit to allow park use on the Exclusive Farm (EF) zoned property, and will serve as the baseline of information to guide the master planning and operation of the park moving forward. The property exhibits an unspoiled, natural aesthetic and unique historical significance of early Euro-American settlers of the region, Samuel and Maria Everest Parrett, who arrived in Oregon Territory in 1853.



HISTORIC COLUMBIA RIVER HIGHWAY (HCRH) STATE TRAIL, MITCHELL POINT CROSSING

FEDERAL HIGHWAY ADMINISTRATION | HOOD RIVER, OR

PROJECT DATES: 2018 - 2024 (PROJECTED)

The HCRH was the first transportation facility in the U.S. to be designated as an historic highway. It is a National Scenic Byway, All American Road, Legacy Millennium Trail, National Historic Landmark, and part of the Oregon Scenic Byway Program. Development and restoration of trails, roadways, parks, and interpretive sites and signs is part of an ongoing effort by NV5 for ODOT to educate the general public about the HCRH and restore disconnected remnants of the Scenic Highway. Located within the Columbia River Gorge National Scenic Area, the HCRH passes through state parks, passes by a variety of waterfalls, features numerous spectacular vistas, park facilities, and distinctive interpretive signage.

NV5 was engaged in this bike/pedestrian trail project from the original concept design, aiding the team in the design of the trailhead, pedestrian overlooks and viewpoints, and the tunnel portals. Our landscape architecture studio worked with the civil and tunnel engineers to develop 3D models (shown) for stakeholder review. Aesthetics, safety, and functionality played a major role in stakeholders' review. Construction of the project began in 2021, with completion scheduled for 2024.

COMPLETED BY:



RELEVANT SERVICES

- Public Involvement Process
- Low Impact Design
- Trail and Trailhead Design
- Native Restoration Improvements



3. PERFORMANCE HISTORY

DIRKSEN NATURE PARK

TIGARD PARKS AND RECREATION DEPARTMENT | TIGARD, OR

PROJECT DATES: 2013 - 2017

This park design project includes an interpretive shelter, soft surface and paved trails, fitness course, a natural play area for children, community gardens, and restrooms, as well as reorientation of the existing ballfield with a soccer field overlay, and new restoration plantings. Improvements for an existing environmental education building with two classrooms, parking, and adjacent landscaping. Street improvements were made to Tigard Street along with a new parking lot to access the park are also part of the project which began construction in the fall/winter of 2013, with completion in 2017. The project included multi-agency coordination with nine different entities. NV5 held the lead role in coordination with each agency.

COMPLETED BY:



RELEVANT SERVICES

Park Master Planning

Environmental Permitting
and Natural Resource
Management

Land Use Planning

Variety of Active and
Passive Uses



DETROIT VISITORS PORTAL, DAY-USE, AND BIKEWAY ENHANCEMENTS

WESTERN FEDERAL LANDS HIGHWAY DIVISION | MARION COUNTY, OR

Located at the intersection of the West Cascades National Scenic Byway and Cascading Rivers Scenic Bikeway, the Western Federal Land Highway Division funded a new Visitor Portal Park in Detroit, improvements to an existing USFS Day-Use Area with frontage on the Detroit reservoir, and a new multi-use path connecting the two sites. Funded by the Federal Lands Access Program (FLAP) which promotes non-motorized access onto federal lands, the park amenities included a restroom building, bike parking and maintenance station, an informational kiosk, picnic tables, a circuit of exercise stations, a nature play playground, interpretive signage, and bioswales for stormwater treatment. The bikeway trail was a combination of new widened roadside edges and new soft-surface path routed through a forested riparian buffer adjacent to the Detroit reservoir. The Day-Use amenities included a restroom building, trails and walks, picnic tables, benches, and interpretive signs.

COMPLETED BY:



RELEVANT SERVICES

Park Master Planning

Prefabricated restroom

Trails through sensitive
environmental habitat

Picnic areas

Exercise circuit

Interpretive signage
and trailhead kiosks

PROJECT DATES: 2016 - 2018



3. PERFORMANCE HISTORY

RECUERDO PARK

TUALATIN HILLS PARK & RECREATION DISTRICT | ALOHA, OR

PROJECT DATES: 2017-2020

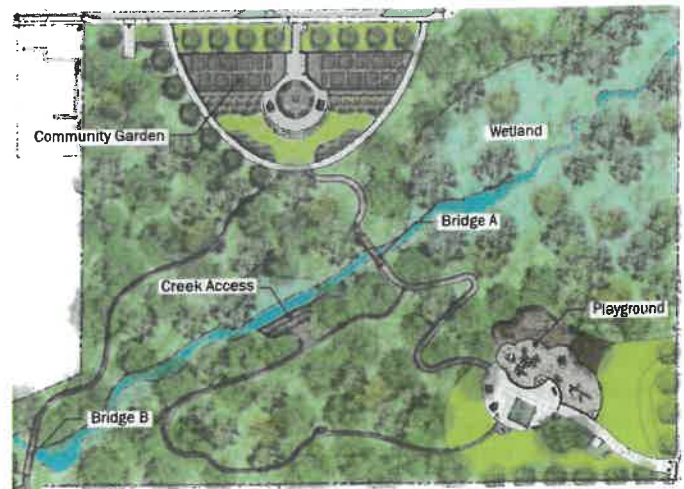
NV5 and JLA teamed on this 7.4-acre park, which went through an extensive public outreach campaign to ensure that the park best serves the needs of neighbors and other park users, while meeting the project goals and budget. Public outreach included community discussions with residents, an online survey, three design workshops, an online open house, and neighborhood meeting to review the master plan draft. While engaging with the public, it was discovered that the surrounding neighborhoods are located in a "food desert", meaning that a grocery store is not within close proximity. The final design includes an edible landscape of fruit trees, berries, and native edible plants that will provide a necessary commodity for local residents. The heavily wooded site, intersected by Steed Creek, also includes a wetland area with existing wildlife habitat that has been preserved. An internal trail system, that includes two bridges over the creek, provides access to park improvements such as an ADA accessible playground, nature play area, picnic shelter area, a creek access terrace made from natural materials, and the community garden with edible landscape. The project also includes a half-street improvement at SW Marty Lane and stormwater treatment facilities.

COMPLETED BY:

N|V|5 + jla
environmental
public involvement

RELEVANT SERVICES

- Environmental Assessment
- Internal Trail Network
- Public Involvement
- Nature Play Areas
- Park Master Planning
- Interpretive Signage



CHEHALEM AQUATIC AND FITNESS CENTER

CHEHALEM PARKS & RECREATION DISTRICT | NEWBERG, OR

PROJECT DATES: 2015 - 2018

COMPLETED BY:

Scott Edwards Architecture + N|V|5



The Chehalem Aquatic and Fitness Center had been in use for over 50 years prior to an extensive renovation and addition for the facility. Through a robust community outreach process and operational research, the project team identified and achieved program goals like a gymnasium, fitness center, contemporary locker and changing rooms, space for competitive lap swimming and water polo, a dedicated area for swim lessons, recreational swim options for kids, and spectator seating. Alongside these needs, we also designed the building with special consideration for natural light, good air and water quality, and energy-efficient building systems. Site features include vehicle and bike parking, on-site stormwater treatment, a park and playground, and an outdoor basketball court. The result is a Center that is modern, rich in character and amenities, and designed to serve the Newberg community for decades to come. NV5 worked as a subconsultant to SEA on this project.

RELEVANT SERVICES

- Community Center Programming and Design
- Public Involvement
- Vehicular and Bike Parking
- Outdoor Recreational Improvements

4. UNDERSTANDING AND APPROACH

Project Understanding

The project is to provide professional design services to develop a master plan for Bob and Crystal Rilee Park (Rilee Park). This 327-acre park is located in rural Yamhill County near the summit of Parrett Mountain. Chehalem Park & Recreation District acquired the property in 2013. The existing park's features include the original farmhouse with its surrounding farm outbuildings, a second residence that was the former Parrett Mountain School, four agricultural fields, and a network of hiking and equestrian trails.

The environmental study and site analysis, which our firm completed in 2016, will serve as a basis of planning and design during the master planning exercise. The Plan Recommendations for the Bob and Crystal Rilee Park document, prepared by the Park Advisory Committee in 2019, will be a valuable resource for developing park programming, layout alternatives, and ultimately the project master plan. CPRD would like to carry on the tradition of equestrian use of the park's trails and make trail improvements for hiking and mountain biking to capture the scenic and natural qualities of the property. Equestrian users, mountain biking groups/organizations, and pedestrian trail users are all important stakeholders for this project, and should be integral during the public involvement phase. Formalizing trail use and improvements specific to these different user groups will be an important aspect of the master plan.



Given our past experience working on the Rilee Park Environmental Assessment and Site Analysis, we are very familiar with this site and with CPRD's goals for establishing a master plan. We recently visited the site for a self-guided tour to experience anew the Park's beauty and scenic opportunities. While at the property, we observed the majority of the information shown in the environmental assessment remains valid and relevant today. We also understand that a CPRD intern has mapped some new trail segments on site via GPS. This will be helpful as we update our property base maps.

A review of the current Yamhill County GIS Map shows that the land use base zone (EF-40) for the property is unchanged since 2016. The majority of surrounding properties are actively farmed for agriculture purposes, including grape vineyards, livestock grazing, and seasonal crops. There are also large estate residences in the vicinity, many of which are located along NE Parrett Mountain Rd. Outreach to these neighbors will be important during the public involvement phase of the master planning process.

Project Approach

Producing a meaningful design solution for a highly visible project such as this requires a thoughtful, inclusive and collaborative process with all interested parties. Our process will be further enhanced when we optimize our history and familiarity with the project, relevant experience, and our multidisciplinary expertise. Our approach to the public involvement, master planning, and conceptual design of this project begins with establishing and then maintaining open and honest communications with CPRD from contract negotiations to final project closeout. All other services in the pursuit of a successful outcome will evolve from this foundation. For the project to be successful, our approach will embrace the following:

- Support the mission to connect and enrich the community through the design of this master plan.
- Embrace the desire for recreational facilities and help CPRD utilize assets to heighten the quality of life in the community.
- Expand CPRD's presence and enhance its identity within the community.
- Respect the natural and historic constraints on the land and minimize any adverse impacts to those resources.
- Establish public support of the master plan by including the public in the process and integrating the community's preferences into the design.
- Produce a master plan that meets the District's budget and schedule.

Task 1: Pre Design and Public Engagement

Base Mapping

NV5 will review and update the existing base maps we prepared in 2016 for the environmental assessment and site analysis, and adopt them once each has been reviewed by the District. We will incorporate updates to the trail system, based on GIS data provided by CPRD. If any other new GIS data or mapping of existing features is needed, our team will gather and produce this information. Base maps will include information at a GIS-level of detail, meaning a detailed topography or boundary survey will not be completed unless requested and accounted for in the scope. These updated base maps will be used as the starting point for the master planning effort, and will be available for presentation at any

4. UNDERSTANDING AND APPROACH

of the public meetings, advisory committee meetings, or visioning sessions with CPRD. The existing base maps we currently have in editable format include:

- Park Context Map
- Park Boundary Map
- Waterways, Wetlands, and Drainage Pattern Map
- Soils and Topography Map
- Plant Communities Map
- Opportunities and Special Places Map
- Trail and Access Map
- Century Farm and Gardens Enlargement Plan

Some of these maps are presented on page 8 of the Performance History section of this proposal.

Public Engagement

We will work collaboratively with CPRD to develop a public engagement and communications plan that will outline the project's purpose and goals, target audiences, key messaging and public involvement activities, timeline and roles for implementation. This program will outline communication and engagement activities to establish broad awareness of the effort as well as solicit engagement and input to inform the development of the master plan at key project milestones.

The goals of our engagement approach include:

- Get community involved in the process, including helping to shape the engagement for the variety of stakeholders.
- Create welcoming engagement activities that inspire and make people feel safe and heard.
- Be open to change based on desires and issues shared by the community - providing meaningful ways for stakeholders to influence the plans.

For parks plans, we often organize iterative rounds of public engagement around three key milestones. We design

activities for stakeholders to participate in one or all events yet are transparent that we are building on the work as we go. The first round of public engagement will be to share information (in-person and online) about the Master Plan effort including scope and previous recommendations, share the process and timeline, and solicit ideas from the public about their vision and preferences for the park amenities, services and programs.

Public Engagement Activities

Engagement strategies will need to connect local neighbors and the variety of future users with topics that matter to them. Beyond a traditional public meeting or open house, we will encourage a program that integrates the following:

- Sounding board or broad advisory committee that provides high level input at each milestone, including on how we engage a diversity of stakeholders (neighbors, equestrian, mountain biking, hiking, agriculture/farm and others).
- Events on site that include:
 - » Guided site tours - by foot, bike, or even hayrides
 - » Family and child-centered, educational opportunities
 - » Demonstrations by stakeholders, i.e. mountain bike, farm, or horse "demonstrations"
- Online opportunities, surveys, or comment forms, that focus feedback and options.

Tailored engagement will encourage participation. Interactive events that create welcoming and relevant opportunities to participate can inspire and build support for the ultimate plan. For a unique regional site, experiencing it in person improves the quality of feedback for the planning team.

Project Visioning Session with CPRD/Advisory Committee

An effective and efficient way to achieve planning and design consensus is through a project visioning session. We propose an in-person meeting with the District and advisory committee members selected by CPRD, to discuss the project programming, goals, existing conditions, and opportunities. Themes that emerge during this meeting will be weighted against public input to help identify, synthesize, and develop the preliminary master plan alternatives. The results of this meeting will build upon the 'Plan Recommendations for the Bob and Crystal Rilee Park' report developed by the Park Advisory Committee in 2019.

In addition, a site tour with the District and stakeholders would help to provide insights into the project history, scope, needs, purpose, goals and constraints. Programming, goals and opportunities discussed at the design visioning session will also be evaluated on site.



Design Charette Meeting

4. UNDERSTANDING AND APPROACH

Focused programs to be considered could include:

Community Education Opportunities

A wide variety of opportunities exist within the park for community education, including the Heritage Farm, a Visitor's Center, Folk School, Youth Farm, Equestrian Education Center, and Garden Area. Each of these opportunities will be evaluated during the public involvement phase and then prioritized and conceptually arranged on site. Each opportunity identified related to community education includes a specific set of program requirements from parking, new structures, repurposing existing structures, gardens, storage and shop needs. We will consider past recommendations, constraints, operations, access, security infrastructure, design and adjacencies and future needs.

Recreational Activities Planning

Recreational opportunities abound within the 327-acre park. Equestrian use, mountain biking, hiking, picnicking, bird watching, and nature photography are but a few possibilities. The public involvement process will identify activity preferences and rank-order those that are compatible with the District planning objectives and the site. A list of preferred activities will be included in the final master plan report. Our process will include laying out and arranging each type of use on site in a logical and cohesive manner. Improvements that activate recreational day-use within the park will be given preference, unless otherwise directed.

Trails, Trailheads, and Signage

The park presently offers an abundant network of trails. We believe these trails could be enhanced with better signage, surfacing, and more developed trailheads. Informational kiosks at each trailhead would likely help park users locate and orient themselves within the park and help them chart their route(s) throughout the park. Trail connections from the park to external regional trail systems would also improve regional connectivity and park access.

Current trail users include equestrians, mountain bikers, and pedestrian hikers. At times, these different user groups intersect and may possibly conflict with each other if two or more converge at a "bottle neck" location on the trail network. As such, we will explore ways to formalize the trail uses by the different user groups. This may include specific days of the week or hours of use, or specific areas of the park identified for different user groups. Formalizing trails in this way may prove to be a fluid and iterative process, requiring the development of an interchangeable trail signage design that can be adjusted to meet seasonal, daily, or even hourly demands.

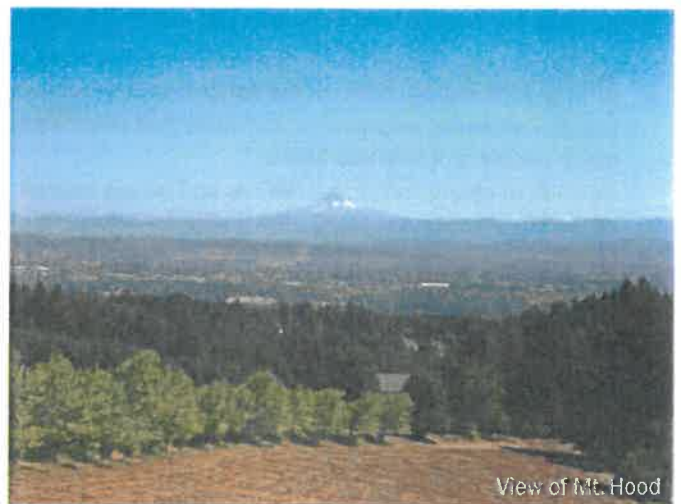
Nature Play Area

It seems that Rilee Park should be a family-friendly park that is appealing to local families with children who might want to

experience nature without traveling a great distance. A nature play area would be consistent with the natural park themes, other amenities, and identity of the park. Providing nature play would very likely encourage day-use by families. It could also be a focal point during family or community events, or other larger interest group gatherings held at the park, while encouraging exercise and exposure to nature.

Structures and Event Space Planning

Hosting events such as weddings, reunions or similar events (farmer's markets, day camps, wine tasting, harvest festivals, etc.) was a recommendation of the BCRPAC and could be a source of revenue as well as jobs for the community. Events within the park are currently capped at an occupancy of 100 people due to the Conditional Use Permit with Yamhill County. Our planning effort will explore ways to work within this occupancy limit for events, while planning for potential future expansion as well. Existing facilities such as the farmhouse and catering kitchen off the main gravel lot could be initially utilized and combined with the future developments on the site such as the folk school and formal visitor center. Types of events, size and frequency will be evaluated based on the current park infrastructure, off-site impacts (noise, traffic, lights, etc.) and future site development.



View of Mt. Hood

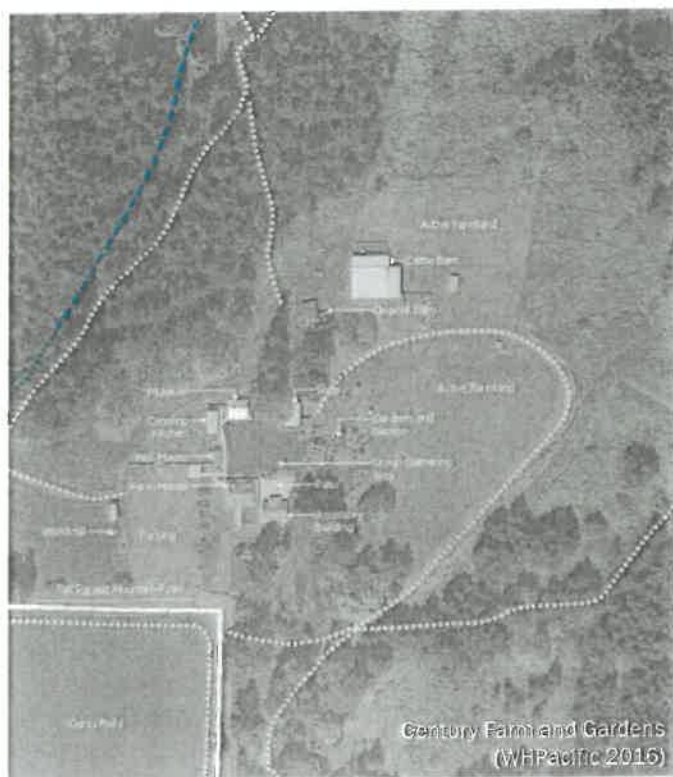
Task 2: Master Plan Alternatives

Once initial public engagement has been completed and documented, and a vision for the park master plan has been established, we will develop and provide up to three bubble diagrams depicting layout options, spatial relationships, circulation patterns, and focal points for each alternative. The bubble diagrams will be coordinated with the CPRD project manager for comment, and then be utilized as the basis to develop up to three preliminary master plan alternatives.

Design of the preliminary master plan alternatives will be focused on developing layouts for the park and trail

improvements that are functional, cohesive, suited to user preferences, and limit impacts to the land and to neighbors. Our process will focus on finding design solutions that function properly for users' needs, have appropriate proximities of different uses, suit the District's maintenance abilities and resources, and meet any established project budgets. Program elements included in the park alternatives will be located and designed for usability, inclusivity, accessibility and safety, while staying true to CPRD's mission, the Park Advisory Committee Plan Recommendations from 2019, and identified project goals.

The second round of public engagement will be to report out to the public on what was heard from the community through the first round of engagement and present the bubble diagrams and preliminary master plan alternatives that respond to what was heard. This will provide opportunities for deeper conversations that can shape the design as it evolves. Once the community has provided input, and District staff have provided review and comment, these alternatives will then be evaluated to determine a preferred master plan. The design will refine one of the (or a combination of multiple) preliminary master plan alternatives. A preliminary cost estimate will be provided for the preferred master plan.



Task 3: Final Master Plan Report

The final round of public engagement will be to report out on what was heard from the community through the process and present the preferred master plan design concept for community confirmation. This step will need to communicate what was heard and how input was addressed.

After the preferred master plan has been presented and evaluated by the community, District staff, and the Parks Board, NV5 will gather all input received throughout the entirety of the project and finalize the park master plan design. This final design will be included in a compiled master plan report.

As part of the final report, we will develop guidelines for environmental habitat protection and restoration. These guidelines will define existing habitats present on site along with a management plan for each one to eliminate noxious or invasive species and reestablish healthy plant communities. Other information included in the final report will include the environmental assessment, site analysis, and public involvement summary as background information. The master plan will also synthesize the list of improvements into a phased implementation plan, operational plan, and cost estimate. The final master plan and cost estimate will then be provided to CPRD for approval.

Cost Estimating

In order for the District to develop realistic annual budgets it is essential to provide an accurate cost estimate for the build-out of the master plan. The master plan will be produced on a scalable AutoCAD drawing so quantities can be accurately measured. Areas of clearing and grading can be measured and excavation depths determined from our files that have the site topography mapped. Having this data already in hand should save the District time and money. Trail distances will be accurately measured to the nearest foot. Park improvement costs will be estimated for any new structures, pavilions, trailhead kiosks, utilities, playgrounds, recreational improvements, and other site improvements. Soft costs will be estimated, as needed, for things such as geotechnical evaluations, traffic analysis, permit fees, and engineering design services. A design and construction contingency factor and escalation clause will be added so cost projections will be valid for future budgeting.

Time Guideline and Price Quote

As stated in the RFQ, we will prepare and submit a detailed project time guideline and price quote when we are notified by CPRD to submit a Master Plan proposal.

SCOPE OF WORK AND DELIVERABLES

(*Deliverables are noted with an asterisk)

Task 1: Pre Design and Public Engagement

Base Mapping

- Update/Adopt Base Maps, including Soils and Topography, Waterways and Wetlands, Existing Structures and Trails, and Opportunities and Special Places *

Public Engagement

- Options include: stakeholder meetings, guided site tours, educational opportunities, in-person and online open houses
- Document public process and input in report - share with CPRD and community *

Park Programming

- Project Visioning Session and site tours with CPRD/Advisory Committee
- Summarize programming themes from the public involvement meetings into a program of park improvements. Circulate the program amongst District staff to gain a consensus and take final comments. *

Task 2: Master Plan Alternatives

Programming Arrangement

- Develop up to three (3) bubble diagrams of site program layout alternatives, including: *
 - » Community Education Opportunities
 - » Recreational Activities Planning
 - » Trails, Trailheads, and Signage
 - » Nature Play Area
 - » Structures and Event Space Planning
- Submit bubble diagrams to the District for review and comment

Preliminary Master Plan Alternatives

- Expand the bubble diagrams into up to three (3) preliminary master plan alternatives *
- Public Involvement Second Round: share programming and preliminary master plan alternatives with the public - document feedback *
- Design team meeting with the District to review preliminary master plan alternatives to determine a design(s) to advance

Preferred Master Plan

- Refine the design into one (1) preferred master plan *
- Develop preliminary cost estimate for the preferred master plan *

Task 3: Final Park Master Plan Report

- Public Involvement Third Round: share preferred master plan with the public for confirmation - document feedback *
- Design team meeting with District to review preferred master plan and cost estimate
- Present the preferred master plan and cost estimate to the Parks Board
- Finalize Park Master Plan design based on feedback from the public, District staff, and Parks Board *
- Finalize Cost Estimate *
- Combine environmental assessment, site analysis, bubble diagrams, public involvement summary, preliminary master plan alternatives, final master plan, phased implementation plan, and final cost estimate into a Master Plan Report *
- Provide Master Plan Report, maps, and graphics to CPRD in digital format *

Assumptions

- NV5 Drawings Standards will be utilized for site plan preparations.
- The project approach is based on utilizing AutoCAD and GIS mapping we prepared for the Environmental Site Analysis.
- On-site topography and boundary survey is not included, but could be useful for specific high use areas yet to be determined.
- Arborist tree evaluations or arborist report are not included.
- Vehicular traffic studies and engineering are not included.
- Geotechnical studies are not included.
- Hazardous material investigations are not included.
- Fees required for agency land use applications or permits are not included.

**LANDSCAPE ARCHITECT**

Wilsonville, Oregon

jon.champlin@NV5.com

503.372.3637

EDUCATION

Master of Landscape
Architecture, Kansas State
University

REGISTRATIONS

Registered Landscape Architect:
OR #0967

AFFILIATIONS

American Society of Landscape
Architects (ASLA)

Council of Landscape
Architectural Registrations
Boards (CLARB) #39959

JON CHAMPLIN, RLA, ASLA**Role: Project Manager/Landscape Architecture**

Jon has twelve years of experience in landscape architecture and project management. He has worked on a variety of project types with a focus on public parks and recreation. His excellent client relation skills, strong ability to effectively manage deadlines, experience working in all phases of the design process, and consistent delivery of quality work have made him a reliable, go-to person for key projects such as this. Jon is adept at managing a project to keep multiple disciplines informed, projects on schedule, and designs within budget. His experience in leading client work sessions and his collaborative approach to complex problems regularly leads to creative design solutions, enriching the user experience for the client once the project is complete.

Project Experience**EWING YOUNG PARK MASTER PLAN**

CHEHALEM PARKS AND RECREATION DISTRICT | NEWBERG, OR

Jon served as design team leader for this large nature park. The design process began with a public open house, site analysis, and a visioning work session with CPRD. Existing park amenities include a BMX track, skate park, RC track, disc golf course, nature trails, dog park, playgrounds, and picnic shelters. Multiple options for a new bridge over Chehalem Creek were designed to provide access to a currently inaccessible 11-acres of the park, allowing for expansion of the trail network and other park amenities.

WIRE MOUNTAIN PARK MASTER PLAN

USMC BASE HOUSING | CAMP PENDLETON SOUTH, CA

Jon lead the design for this 11-acre park master plan, located in north San Diego County. The park will serve the needs of the families living on the Camp Pendleton Marine Corps Base and is programmed to serve users of all ages, from toddlers to adults. Planned amenities include a large natural turf baseball field complex, a plaza with bleachers, a restroom building with an equipment storeroom, drinking fountains, and a concessions counter, a multi-sport field, permanent shade structures and site furnishings, soft-surface playgrounds, a hard-surface path system, a double zipline, native planting, and a permanent irrigation system.

RECUERDO (CROWELL WOODS) PARK

TUALATIN HILLS PARK & RECREATION DISTRICT | ALOHA, OR

Jon was the project manager and design leader for this 7-acre neighborhood park. Along with a playground, picnic shelter, and community garden, the park includes an extensive trails and two Western Wood Structures glue-laminated wood pedestrian bridges over Steed Creek. Jon was responsible for design and documentation, value engineering, permitting and agency coordination, and construction administration.

FOREST PARK VISITOR CENTER AND TRAILHEAD *

CITY OF PORTLAND PARKS & RECREATION | PORTLAND, OR

Jon worked on the trailhead plaza design, trail alignment, and overlook viewpoints. Trails were designed to traverse the existing 50% slopes, using low-impact construction methods such as gravel paving and a hand-placed retaining wall system. Jon designed and detailed the overlook viewpoints to fit amongst the existing trees, providing trail users with both forest and city views.

* Project under previous employment



SENIOR LANDSCAPE ARCHITECT

Wilsonville, Oregon
mike.smyth@NV5.com
503.372.3615

EDUCATION

BS, Landscape Architecture,
Washington State University

REGISTRATIONS

Registered Landscape Architect:
OR #0317

AFFILIATIONS

American Society of Landscape
Architects (ASLA)

Council of Landscape
Architectural Registrations
Boards (CLARB), National 0773

DHS Federal Emergency
Response Official (FEMA CERT)

MIKE SMYTH, RLA, ASLA

Role: Project Quality Assurance/Quality Control

Mike has decades of professional landscape architect experience working on a diverse mix of public and private projects throughout the west. Mike manages the Landscape Architecture Studio in the Portland office, which functions as a service center for NV5's western United States offices. Mike's experience with public agencies includes management of landscape architecture on-call contracts for Washington and Oregon DOT's, the Bonneville Power Administration, and the Western Federal Lands Highway Department, as a subconsultant. In addition to leading the design of multiple park renovation projects Mike is also experienced in different facets of environmental design, including wetland mitigation and riparian restoration design, and stormwater facility planting design required for water quality standards compliance. Mike has years of experience building strong client relationships, managing project teams, designing and collaborating with allied design disciplines, and delivering comprehensive service on projects of all sizes and complexities.

Project Experience

WIRE MOUNTAIN PARK MASTER PLAN

MOSS & ASSOCIATES | MCB CAMP PENDLETON, CA

Mike managed the design and renovation of an existing park in the Wire Mountain and South Mesa neighborhoods on Camp Pendleton. The planned renovation will be designed and built in phases over several funding cycles. Planned amenities include active playgrounds, sports fields, ziplines and courts; and passive areas suited for outdoor yoga, sheltered picnics, and paved walking paths.

DETROIT VISITOR PORTAL, DAY USE AREA, AND BIKEWAY ENHANCEMENTS

DETROIT AND MARION COUNTY, OR | WESTERN FEDERAL LANDS HIGHWAY DIVISION AND ODOT

Mike managed the landscape architecture planning and design for a new 5-acre park/visitor portal in the rural community of Detroit, OR. Constructed in 2018, the Visitor Portal park serves motorists traveling on the West Cascades National Scenic Byway, and bicyclists pedaling the Cascading Rivers Scenic Bikeway, where both intersect in Detroit. The new Visitor Portal park amenities included flush restrooms, bike parking and a fixed repair station, kiosks, exercise circuit with multiple permanent stations, a nature play playground, stormwater bioswales, a hard- and soft-surface multi-use path, a pollinator friendly meadow, and native landscape plantings. The Forest Service Day Use Area amenities, located on the Detroit Reservoir, included vault restrooms, hard- and soft-surface multi-use path, wood picnic tables and benches, a group picnic site, interpretive wayfinding, stormwater bioswales, and native plantings and seeding. Connecting the Visitor Portal park and the Day Use Area is a mile-long soft-surface pedestrian and bicycle trail that winds through sensitive forested uplands and wetlands.

HCRH STATE TRAIL, MITCHELL POINT CROSSING

WFLHD | COLUMBIA RIVER GORGE NATIONAL SCENIC AREA, HOOD RIVER COUNTY, OR

Mike led the aesthetic and landscape design of a new 0.75-mile long trail and tunnel project that included park renovations, a trailhead with 20-stall parking lot, overlook restoration, a scenic viewpoint, and a new 800' tunnel at Mitchell Point. The project replaces the destroyed two-lane scenic highway, viaduct and tunnel built in the early 1900's.



Sid Scott



Architect, AIA, LEED AP, Principal

Principal-In-Charge

Sid has 37 years of experience in a wide range of project types throughout the western United States, including parks and recreation, community, civic, public safety, industrial, maintenance facilities, office space, hospitality, and educational projects. He is an honors graduate of Montana State University and is a registered architect in Oregon. Sid has primary firm responsibility for project planning and design. He provides the team with superior communication, programming and design development skills. Sid's public sector work spans his entire career and features city and county planning and facilities including community centers, recreation centers, cultural centers, parks, senior centers, libraries, food banks, and much more.

Sid's public sector work spans his entire career and features city and county facilities including community centers, recreation centers, cultural centers, parks, senior centers, libraries, food banks, and much more. Sid has most recently worked on the award winning Chehalem Aquatic & Fitness Center and is currently working on the Lake Oswego Recreation & Aquatics Center.

Sid will work closely with the project team, from early stakeholder engagement through the development of the master plan, challenging the team to produce insightful and creative architectural solutions for your project.

Relevant Projects

- Sander Estate Park Master Plan – Dundee, OR
- Hood View Park Concessions – Happy Valley, OR
- Hood View Community Center Study – Happy Valley, OR
- Scouters Mountain Picnic Shelter – Happy Valley, OR
- Oakridge Bike Trails – Oakridge, OR
- Cape Kiwanda Public Restrooms – Pacific City, OR
- Lincoln City Community Center – Lincoln City, OR
- Lincoln City Community Center Master Plan – Lincoln City, OR
- Chehalem Aquatic & Fitness Center Study – Newberg, OR
- Chehalem Aquatic & Fitness Center – Newberg, OR
- Lake Oswego Recreation & Aquatics Center – Lake Oswego, OR (in progress)
- University Park Community Center – Portland, OR
- Forest Grove Parks & Aquatic Needs Study – Forest Grove, OR
- Seawatch Clubhouse Pool & Fitness Room – Pacific City, OR
- Veterans Memorial Coliseum Design Update – Portland, OR
- Lincoln City Cultural Center – Lincoln City, OR
- Astoria Senior Center – Astoria, OR
- Chehalem Cultural Center Phases I, II, III, IV – Newberg, OR
- Fern Ridge Community Center & Food Bank – Veneta, OR



Scouter's Mountain Pavillon



Hood View Concessions Building



University Park Community Center

Education

Masters of Architecture,
Magna Cum Laude, MSU,
1985

Years in Profession

Total Years 37

Certifications

LEED AP

Registrations

Registered Architect in 23
states including Oregon

Memberships

American Institute of
Architecture (AIA)

Architecture Foundation of
Oregon (AFO)

National Council of
Architectural Registration
Boards (NCARB)

Jennifer Marsicek

Architect, AIA, LEED AP, Senior Associate

Project Manager



Jennifer has 23 years of experience in a wide range of public and private sector projects. She has proven ability to successfully manage complex projects ranging from planning and feasibility studies to state-of-the-art building projects. Jennifer's public sector work includes city and county facilities including numerous community spaces and centers, senior centers, and social service facilities. In addition, her project portfolio includes both new and remodel projects, historical renovations, tenant improvements, as well as grant funding requests, and LEED project administration.

Jennifer has most recently worked on the Sander Estate Park Master Plan, the award winning Chehalem Aquatic & Fitness Center and is currently working on the Lake Oswego Recreation & Aquatics Center, and the renovation of Portland's historic Veterans Memorial Coliseum.

Jennifer will work closely with the project team, providing parks and recreation expertise to deliver thoughtful and long-lasting designs.

Relevant Projects

- Sander's Estate Park Master Plan – Dundee, OR
- Forest Grove Parks & Aquatic Needs Study – Forest Grove, OR
- Chehalem Aquatic & Fitness Center Study & Building – Newberg, OR
- Chehalem Cultural Center Phases I, II, III, IV – Newberg, OR
- Lake Oswego Recreation & Aquatics Center – Lake Oswego, OR
- Veterans Memorial Coliseum Design Update – Portland, OR
- Spectator Facilities Providence Park Expansion, Project Document & Construction Review & Oversight – Portland, OR
- Providence Park ADA Barrier study – Portland, OR
- Astoria Senior Center – Astoria, OR
- Oregon City Public Library – Oregon City, OR
- Seawatch Clubhouse Pool & Fitness Room – Pacific City, OR
- Evergreen Space Museum – McMinnville, OR
- North Plains Senior Center Study & Renovation – North Plains, OR

Education

Bachelor of Architecture from
UofO, Cum Laude

Years in Profession

Total Years 23

Registrations

Registered Architect in the
State of Oregon

Certifications

LEED AP

Memberships

American Institute of
Architecture (AIA)



Sander Estate Park Master Plan



Lake Oswego Recreation & Aquatics Ctr



Chehalem Aquatic & Fitness Center

WALKER|MACY

BOB AND CRYSTAL RILEE PARK

STATEMENT OF QUALIFICATIONS FOR LANDSCAPE ARCHITECTURE SERVICES

FEBRUARY 15, 2023





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01 COVER LETTER

February 15, 2023

Chehalem Park & Recreation District
125 S. Elliott Road
Newberg, OR 97132

Dear Members of the Selection Committee:

The Parrett Mountain area has been a cherished place for countless generations. It is a site of incredible natural resources, cultural history, and community identity. Chehalem Parks and Recreation District has taken responsibility for the 327-acre Parrett Mountain Farm site and has contemplated and explored the future of this irreplaceable resource for generations to come, through previous studies and on-going dialogue with the community.

This is an exciting juncture for the site as CPRD embarks in this master planning effort to advance the development of this cherished community resource. Through our work together, we will write a new chapter in the site's legacy and ensure that it will be carefully nurtured, provide access for many users, and is well-developed and maintained over the long term. We will build on the previous work undertaken and seek to establish a respectful and practical plan that the district can support for years to come.

Walker Macy brings decades of experience in planning and development of large parks throughout the Northwest. The basis of our approach is rooted in a close reading of the intrinsic qualities of the site and reflects the aspirations and ideas of the communities we serve. Our team brings expertise in architectural renovation, equestrian, bicycle, and pedestrian trail development as well as large park design. The Rilee property provides special environmental qualities and historic resources that will help shape the plan. The input from the District and the community will provide the basis of the site program. And together, we will arrive at a plan that is achievable to accomplish, support and maintain.

We look forward to the potential of working with you and the community on this effort and are excited by possibilities the master plan can bring. This proposal is valid for a minimum of 90 days, and we acknowledge that CPRD did not release addenda related to this RFQ. I am the primary contact for our team and look forward to discussing our approach with you in further detail.

Sincerely,



Mike Zilis, PLA, Principal
Walker Macy

Contact

Mike Zilis,
Principal in Charge
Walker Macy

111 SW Oak St, Suite 200
Portland, OR 97204
(503) 228-3122 phone
mzilis@walkermacy.com

02 BASIC QUALIFICATIONS

A. FIRM OVERVIEW

Walker Macy is a 40-person landscape architecture, urban design, and planning firm known for transformative public open spaces that provide lasting value to communities. Founded in 1976, we work to create distinctive, lasting places for recreation, living, nature, and learning. Walker Macy specializes in public open spaces that interweave cultural landscapes, recreation, public facilities and amenities, trail networks, and connections to nature. Our projects have revitalized communities with new public access, active recreation, economic development, programming for parks, arts, and culture, and environmental enhancement and restoration. Our award-winning designs are based in a close reading of the place and inclusive public engagement with communities.

To learn more, visit www.walkermacy.com.

OUR QUALIFICATIONS

Leadership in Planning Large Parks

We understand how to organize multi-faceted large parks to determine their highest and best use. Through careful assessment, we provide our clients with well-conceived recommendations that are based in the inherent attributes of the land, and that result in parks that meet the needs of the community, are viable to build and maintain, and provide long term value.

Community Based Process

Our work is place-based: planning and design are developed through inclusive dialogue with the community. We understand the aspirations and vision for the park and work together to arrive at plans that equitably balance uses and interests.

Award Winning Design

Our projects are recognized for embodying sites' character and for becoming memorable places that are cherished by the community. Our projects have been recognized through regional and national awards and publications for their sustained design quality, community benefit, and innovation.

OUR PARTNERS

JTRA Architecture + Design

Architect + Historic Preservation
and Building Re-use

JTRA Architecture + Design is an architectural firm with a focus on sustainability, environmental education, and historic preservation. With 30 years of professional experience, JTRA's founder and principal Tim Richard specializes in a range of areas, including environmental education and interpretation, sustainable and regenerative design, sustainable building materials, water conservation, historic preservation and building re-use, and eco-districts and integrated design. JTRA's commitment to sustainability and innovative design solutions make them a sought-after partner for clients seeking high-quality architectural services.

Pacific Community Design

Equestrian Trail Designer

Founded in 2008 and based in Tigard, OR, Pacific Community Design offers land use planning, land surveying, civil engineering, UAV services, and landscape architecture. Principal Landscape Architect and team member Kristina Koltavary specializes in equestrian trail design, project management, park design, team leadership, and cost control. She is a competitive 3-Day Eventer and avid trail rider.

C2 Recreation Consulting

Bike Trail Designer

C2 Recreation Consulting has over twenty years of experience in planning, designing, and building bicycle trails, with hundreds of projects in North America, Europe, and Asia. They are most successful where the combination of complicated land ownership, difficult terrain, habitat constraints, and a vibrant trails community require both a grand vision in design and attention to detail in construction. With a focus on providing progressive riding opportunities in a risk-managed environment, C2 creates trails for a variety of skill levels, ensuring that everyone will find something to enjoy. C2 is COBID-certified as an Emerging Small Business (COBID #10558), with offices in Oregon, Colorado, and Tennessee.

B. PROPOSED TEAM STRUCTURE

CORE TEAM

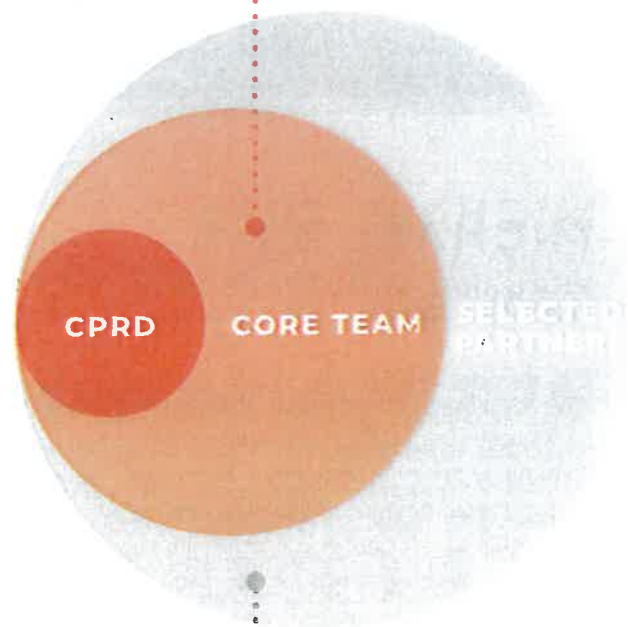


Michael Zilis, PLA
Principal In Charge
Landscape Architect




Reif Larsen, PLA
Project Manager
Landscape Architect


This core team will lead the effort on a daily basis.




SELECT PARTNERS



J Timothy Richard, AIA, LEED AP
JTRA Architecture + Design
Architect; Historic Preservation and
Building Re-use



Kristina Koltavary, PLA
Pacific Community Design
Equestrian Trail Design



Christopher J. Bernhardt
C2 Recreation Consulting
Bike Trail Designer

We have assembled a team of partners who are experts in their respective fields, many of whom we've worked together with successfully for many years.

C. TEAM RESUMES



MICHAEL ZILIS

PRINCIPAL LANDSCAPE ARCHITECT
WALKER MACY

With decades of leadership in the planning and design of parks, waterfronts, transportation-related projects, and community planning Mike has a keen understanding of the physical requirements of development. He provides vision and leadership for efficient and feasible implementation-oriented large park planning. Collaboration with other disciplines in site and program analysis and planning strategy is key to Mike's work. That many of Mike's projects explore the intersection between planning and design is a testament to the breadth of his expertise and his sensitivity to the contextual influences on and impacts of design.

His recent work has focused on projects with significant site and access challenges, but great placemaking potential. His leadership in planning and design has helped to realize projects with similar conditions to Bob and Crystal Rilee Park, including Chehalem Ridge Nature Park Master Plan and Development, Cottonwood Canyon State Park, Westside Park in Hood River, and the John Day Innovation Gateway.

Education

Bachelor of Landscape Architecture, University of Oregon

Professional Licenses/Certifications

Registered Landscape Architect: OR, WA, CA, UT, ID

Affiliations

ASLA, 2000 - present

Metro, Nature In Neighborhoods Capital Grant Review Committee, 2012 - 2016

Experience in the Design Field

40 Years

Relevant Projects

- Chehalem Ridge Nature Park Master Plan and Development, Chehalem, OR
- Cottonwood Canyon State Park, Sherman/Gilliam Counties, OR
- Newberg Waterfront Master Plan, Newberg, OR
- John Day Innovation Gateway, John Day, OR
- Orenco Woods Nature Park, Hillsboro, OR
- Pacific Community Park, Vancouver, WA
- Hockinson Meadows Community Park, Vancouver, WA
- Historic Columbia River Highway State Trail,
- Fanno Creek Park and Plaza Master Plan and Phase 1, Tigard, OR
- Mt. Tabor Park Master Plan and Improvements, Portland, OR
- Salmonberry Corridor Master Plan - Washington County to Tillamook County, OR



REIF LARSEN

PROJECT MANAGER | WALKER MACY

Reif's design experience centers on the design of insightful landscapes that provide exceptional recreational and educational opportunities. Reif believes that landscape architecture should be thoughtful and informed, support active and healthy lifestyles, and inspire people to appreciate their relationship with the land. His experience in community and land use planning grounds his understanding of landscape design in the context of people and their use of space.

Education

Bachelor of Science, Landscape Architecture, Summa Cum Laude, University of Massachusetts

Registrations

Registered Landscape Architect: VT

Affiliations

ASLA, 2015 - present

Experience in the Design Field

8 Years

Relevant Projects

- Yarrow New Community Master Plan, Madras, OR
- Tillamook Estuary Exploration & Education Center, Tillamook, OR
- High Desert Museum Bend, OR
- Oregon Zoo Campus Plan, Portland, OR
- The Heights District Master Plan, Vancouver, WA
- Minnesota Discovery Center, Campus Master Plan, Chisholm, MN*
- University of Vermont, Andrew Harris Memorial, Burlington, VT*

*Project experience prior to joining Walker Macy



J TIMOTHY RICHARD, AIA, LEED AP

ARCHITECT | JTRA ARCHITECTURE + DESIGN

Tim is a Architect with over 30 years of design experience working on environmentally sensitive projects including historic building re-use and high performance office buildings. Recent projects include: Pine Street Market, HUB Brewery Facilities expansion, Lake Apartments & Hostels, Yoji Lodge, and Government Camp Mountain Cabin. Tim joined Metro's Natural Areas Program in 2011 as Principal Regional Planner. While at Metro, he served on the Willamette Falls Partner's Advisory Group managing two Due Diligence investigations and provided technical expertise and consultation on the development of the Framework Master Plan and Rezoning Project. Prior to joining Metro, Tim spent 7 years working in the local sustainable design firm of SERA Architects where he participated in the design and redevelopment of the award winning Edith Green Wendell Wyatt Federal Building Modernization project. Acting as design liaison with Jim Cutler, GSA's Design Excellence Architect, Tim participated in all aspects of design. Notable projects include: Dungeness Spit Interpretive Kiosk and Plaza, Wilapa Bay National Wildlife Refuge Visitor Center/ Administrative Offices Master Plan, Sisters Ranger Station and Work Center, Clean Water Services Administrative Office, Oregon Coast Aquarium Oceans of the Deep Exhibit, UCSC Seymour Marine Discovery Center and Center for Ocean Health, Oregon Garden Education Center, FL Wright's Gordon House relocation, THPRD Nature Park Interpretive Center and the African Bush Exhibit at the Oregon Zoo.

Education

Bachelor of Architecture, School of Architecture, University of Oregon

Environmental Studies, Oregon State University - Outdoor School

Affiliations

Cascadia Green Building Council 2001 - Present

Portland Branch Steering Committee - Past Chair

Attended Living Future Conference; 2008, 2009, 2010, 2011, 2012, 2014

FL Wright Gordon House Conservancy 2006 - Present

Conservancy Board President 2012 - 2015

Experience in the Design Field

30

Relevant Projects

- Suite-Meierjurgan Homestead / Historic Renovation, Hillsboro, OR
- Sandy Ridge School Historic Renovation, Boring, OR
- Pine Street Market Historic Renovation, Portland, OR
- Oregon Pine Mill Site Historic Renovation, John Day, OR
- Miles Residence Historic Renovation, Portland, OR
- Widmer Residence, Portland, OR
- Edith Green-Wendell Wyatt Modernization Project, Portland, OR
- Willamette Falls Legacy Project, Oregon City, OR



KRISTINA KOLTAVARY

PRINCIPAL LANDSCAPE ARCHITECT,
EQUESTRIAN DESIGNER
PACIFIC COMMUNITY DESIGN

Kristina brings over 25 years of experience designing visionary spaces that reflect the unique character of each site and the communities they serve. Kristina is a creative, detail-oriented, innovative, and imaginative landscape architect with proven expertise in all aspects of landscape architecture associated with complex public, private, and natural resource projects. She is passionate about cultivating a creative work environment with productive working relationships between project teams, clients, and communities to develop high quality, timeless design. She specializes in project management, park design, team leadership, and cost control to effectively manage projects from start to finish.

In addition to her work as a Landscape Architect, Kristina is a competitive 3-Day Eventer and avid trail rider with her horse Connor. She is fortunate to be an equestrian in the Pacific Northwest, where the competitions are held in beautiful locations with diverse landscapes. Running cross country courses through rolling meadows and mature Douglas Fir forests is a magical experience for her. In addition, Kristina brings a lifetime of trail riding experience and understands the specific needs of safely enjoying trails s

Education

- Bachelor of Landscape Architecture, University of Oregon
- BA Biology, University of California Santa Cruz

Professional Licenses/Certifications

Registered Landscape Architect: OR

Affiliations

ASLA Member

Experience in the Design Field

25+ Years

Relevant Projects

- Brynhill Parks, North Plains, OR
- Villebois Multiple Parks and Open Spaces, Wilsonville, OR
- Hathaway Park, Wilsonville, OR
- Dove Landing Park, Woodburn, OR
- Kingston Terrace Community Master Plan, King City, OR
- Witch Hazel Community Master Plan, Hillsboro, OR
- River Terrace Town Center and Community Park, Tigard, OR
- Masonic Grand Lodge of Oregon, Forest Grove, OR
- Meridian Creek Middle School, Wilsonville, OR
- Oregon Department of Forestry Planting, Salem, OR
- Oregon Shakespeare Festival, "The Bricks" Plaza Renovation, Ashland, OR
- Port of Hood River, Lot 1 Development Plan, Hood River, OR



CHRISTOPHER BERNHARDT

BIKE TRAIL DESIGNER
C2 RECREATION CONSULTING

Christopher is a skilled professional with a wealth of experience in program development and management, as well as consulting and construction project management. He has a proven track record of effectively managing medium-sized teams consisting of 15 to 20 individuals, as well as subconsultants and subcontractors. As the principal of C2 Recreation Consulting, a position he has held since 2015, he has demonstrated his expertise in the field, providing top-notch services to his clients. Christopher's comprehensive skills, experience, and dedication make him a valuable asset in any organization. He holds a Master of Urban and Regional Planning from Portland State University and a B.A. from Willamette University, and is fluent in conversational Spanish.

Education

- Master of Urban and Regional Planning - Portland State University
- B.A. - Willamette University

Affiliations

Steering Committee Member, Oregon Trails Coalition, 2022 – present
Board Member, Oregon Timber Trail Association, 2016 – 2021
Committee member, Professional Trailbuilders Association
Conference Planning Committee, 2010 - 2011
Committee member, Forest Park Singletrack Trails Committee, 2009 - 2010

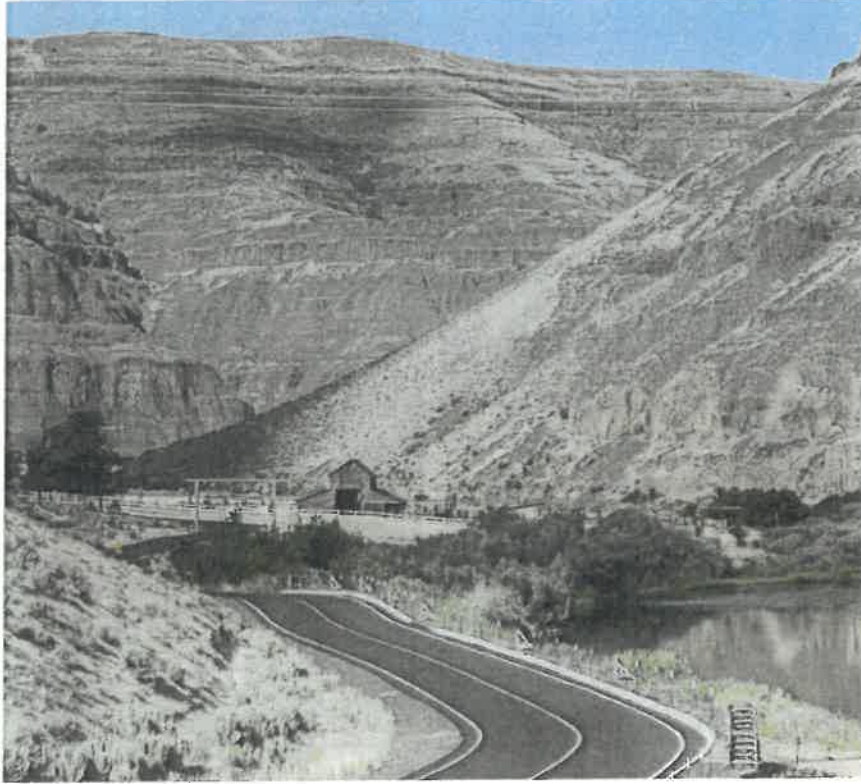
Experience in the Design Field

17

Relevant Projects

- Chehalem Ridge Natural Area, Gaston, OR
- Gateway Green, Portland, OR
- Newell Creek Canyon, Oregon City, OR
- Iron Mountain Multi-Use Trail Development, Lake Oswego, OR
- Rocky Point Trail System, Scappoose, OR

03 PERFORMANCE HISTORY



COTTONWOOD CANYON STATE PARK MASTER PLANNING AND DEVELOPMENT

Location: Sherman/ Gilliam Counties, OR

Completion Date: 2018, 2022 (multiple phases)

Contract Value: Varied by phase

Size: 8,000 acres

Located on a former ranch along the Lower John Day River, the Murtha Ranch site was acquired by Oregon Parks & Recreation Department and developed as one of Oregon's newest and largest state parks. Walker Macy led the master planning process followed by multiple phases of park and facility development. Historic elements of the ranch, including the corral fence, windmill, and other structures, provide great inspiration for preservation and for introduction of new elements in a similar vernacular. This 8,000-acre park provides a variety of experiences including camping, hiking, biking, horseback riding, swimming, rafting, and wildlife viewing. This project has high economic development value for an underserved area of Eastern Oregon.

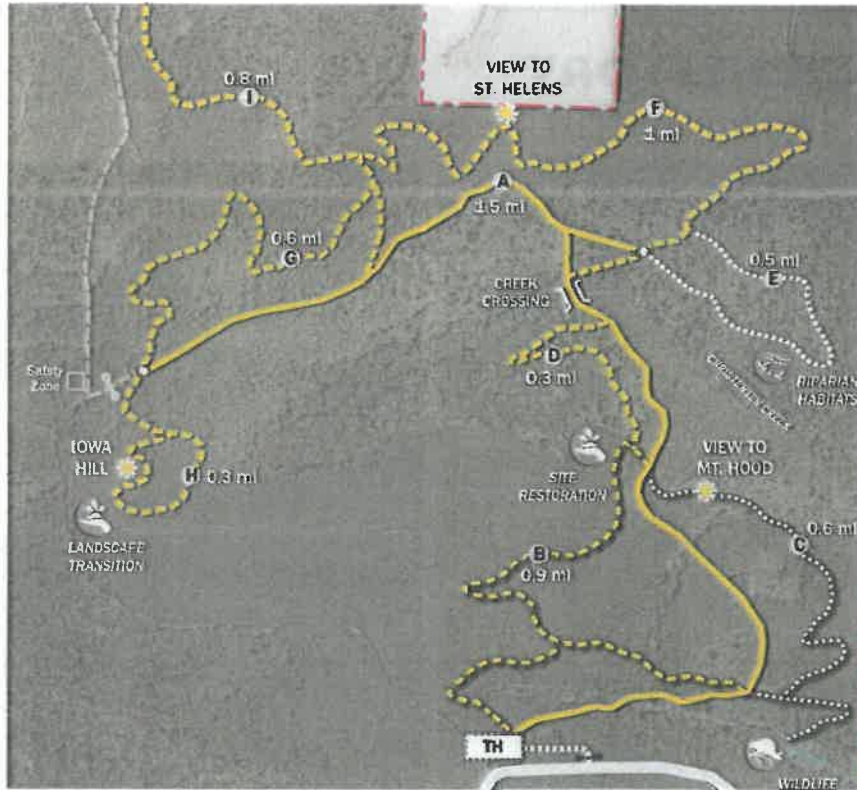
Awards: Award of Honor, Seattle AIA, 2020; Oregon ASLA Merit Award, Analysis and Planning Category, 2011

Project Relevance

- 8,000-acre site with a wide variety of environments including rivers, creeks and native landscape areas
- Long legacy of ranching established the overarching aesthetic and physical aspects of the plan
- Accommodates a variety of users including equestrians, hikers, campers, day use, education field trips, and bicyclists

Client Reference

M.G. Devereux (formerly with OPRD), Deputy Director of Parks and Nature, Metro
503-797-1545
MG.Devereux@oregonmetro.gov



CHEHALEM RIDGE NATURE PARK

Location: Gaston, OR

Completion Date: October 2021

Contract Value: \$5.2M (Construction Cost)

Size: 1,260 acres

Walker Macy led the long-term vision and implementation strategy to guide future public use of this park, which will be an integral component in the system of parks, trails, and natural areas from the Cascades to the Coast Range. The park's design focused on the recreational needs of underserved community members and incorporating universal design elements. Access and recreation opportunities include: hiking, off-road cycling, horseback riding, wildlife viewing, education, camping, trail running, picnicking, nature play, and geocaching. Restoration efforts include: water quality improvement projects, managing for resilient and diverse forest habitat, conservation of oak and madrone habitat and control of invasive species. Subjects of interpretation include local wildlife, native people, local culture, water quality, landscape in transition.

Following the master planning phase, Walker Macy led the design of public arrival areas and amenities, including day use / gathering spaces, parking, trailheads, trails, and overlooks. The design effort was undertaken in collaboration with community groups organized by Metro and community organization partners, including traditionally excluded cultural groups.

Project Relevance

- 1200-acre site with a wide variety of environmental conditions including wetlands, forests, headwaters of creeks
- The plan directly accommodates equestrians, bicyclists and hikers safely
- Collaboration with C2 Recreation

Client Reference

Rod Wojtanik, Project Manager, Metro
503-797-1846
rod.wojtanik@oregonmetro.gov



WESTSIDE PARK MASTER PLAN

Location: Hood River, OR

Dates: Feb 2021 - October 2021

Contract Value: \$98,400 (WM fee)

Size: 20 acres

The Hood River Westside Park project is a proposed community park development in the Hood River area. The team conducted stakeholder sessions and public surveys to gather input and determine the desires of the community. The two conceptual park plans were developed to provide a vision for the park's future. The 20-acre site is located in a beautiful setting with open agricultural fields, views of Mt Hood and Mt Adams, and gently sloping terrain. The site is large enough to accommodate many of the community's interests, such as playgrounds, event spaces, sports fields, community gardens, and interactive water features.

Project Relevance

- In depth community process including extensive outreach
- Large site with a variety of environmental and physical conditions that influenced the plan

Client Reference

Mark Hickok, District Director
mark@hoodriverparksandrec.org
 541.386.5720



Client Reference
 Nick Green, Former City
 Manager, City of John
 Day; Currently President
 of Catalyst Public Policy
 Advisors, (801) 673-2211,
 nick@catalyst.win

Project Relevance

- Campground site master planning
- Park/open space master planning
- Context-sensitive design engaging environmental site attributes
- Trailheads, trails, and circulation

JOHN DAY INNOVATION GATEWAY

Location: John Day, OR
Completion Date: 2020
Contract Value: \$91,520 (WM fee)
Size: 53 acres

The study area encompasses 90 acres of land along the John Day River. The John Day River is the cohesive element weaving the Innovation Gateway together. The river and adjacent floodplain areas flow through the city and have been heavily impacted by past and current land uses, including gold dredge mining and urban development. The project conceptualizes the possibility of improving some of the river-related functions and features including steelhead habitat restoration, and recreational access for bird watching, fishing, swimming and floating. New public trails already wind through restored habitat along the riverbanks creating the connections necessary for a wide range of new land uses.



Client Reference
 Magnus Bernhardt
 Project Manager/ Landscape
 Architect, ODOT Region One
 503-731-8283
 magnus.u.bernhardt@odot.
 state.or.us

Project Relevance

- Open space master planning
- Context-sensitive design engaging environmental site attributes
- Trailheads, trails, and circulation

HIST. COLUMBIA RIVER HIGHWAY STATE TRAIL

Location: Columbia Gorge National Scenic
 Area, OR
Completion Date: 2020
Contract Value: \$20M (Construction Cost)
Size: 6 miles

With the construction of Interstate-84, many sections of the Historic Columbia River Highway were destroyed or disconnected. The creation of the Columbia River Gorge National Scenic Area started a long-term project to reconnect it in its entirety as a pedestrian and bicycle trail. As part of a multi-disciplinary team, Walker Macy defined the trail alignment for approximately six miles of new facilities. We developed and refined new trailheads, auxiliary trails and overlooks, and aesthetic treatments for bridges, viaducts, and walls. During design and construction, we worked with contractors to adjust alignments of the trail to protect key trees, sensitive areas, critical scenic views, and historic trail elements.

Awards: 2021 ACEC Engineering Excellence Award, Grand Award

04 UNDERSTANDING AND APPROACH

PROJECT UNDERSTANDING

We are excited by the prospects that this richly historical site can provide to the community. Through our review of the previous studies, meeting notes, and visiting the site we have gained a good initial understanding of the site's potential. This site provides a variety of environments to enjoy and a deep historic basis that roots it in the fabric of the area. There have been discussions regarding the balance of users, potential conflicts, and high aspirations for the site's overall use. These aspects and others will be included in the planning efforts as we collaborate with you to develop a plan for the valuable resource's future.

PROJECT CONSIDERATIONS

The district has conducted previous studies and visioning efforts for the site over the years. This work will form the initial basis of this master plan and we will utilize the technical studies for our work. There have been many ongoing discussions about the highest and best use for the property and together with you, we will delve into possibilities of the valuable resource.

Key considerations will include:

- Historic resources, including the buildings and existing facilities, will be evaluated for their re-use potential and incorporation into the park
- Environmental resources, such as the wooded areas, drainages, and potential sensitive areas will be considered for preservation and enhancement
- The educational and interpretative potential of the site in the near and long term will be considered in the planning
- Access to and throughout the site for equestrians, pedestrians, bicyclists, and other users will be carefully considered to ensure safe and enjoyable use of the site. This will include assessing routes that reduce conflicts and providing facilities that support the uses and universal accessibility.
- Long term financial viability will be considered for all uses to ensure the district can effectively manage and maintain the property for years to come

- Stewardship of the land through a variety of potential partnerships, organizations, and processes will also be considered. Currently, portions of the land are being leased for farming. This and other practices will be considered as we look to the long term future of the site and its needed care.

PROJECT APPROACH AND WORK PLAN

The following summarizes our initial thoughts about the scope and timeline of work. We will refine these with you to ensure the process meets your needs and the community's expectations. Together with CPRD, we will determine the appropriate timeline for the work and will manage the effort to ensure its timely completion.

Project Core Team (PCT): The Project Core Team for this project will consist of the Chehalem Park & Recreation District (CPRD) and Walker Macy. This group will convene regular meetings to ensure continuous ongoing project coordination and close communication. Key consultant team members and other Parks staff will be invited to participate as needed.

TASK 1: INFORMATION COLLECTION AND REVIEW (MONTH ONE)

In this phase we will seek to be efficient by analyzing the substantial studies and base information done by CPRD and consultants. From this we will be able to identify data gaps if any and confirm goals for this master plan.

1.1 Kickoff PCT Meeting (#1) — Attend an initial start-up meeting with CPRD to discuss scope, budget, and schedule and coordinate assembly of base information. Meeting will also explore desired outreach and engagement methods.

1.2 Base Information — The team will utilize available County GIS information, information provided by CPRD, and information generated in previous studies of the site to establish a basis for the planning.



As part of a collaborative effort, Walker Macy worked with Metro and the Hillsboro Parks & Recreation department to plan and design Orenco Woods Nature Park, a 40-acre former orchard property.

The McDonald House, built by Oregon Nursery Company co-founder Malcolm McDonald in 1912, is a central feature of Orenco Woods Nature Park. As a Craftsman mansion and the former home of the patriarch of the Orenco townsite, it has recently been added to the National Register of Historic Places by Hillsboro Parks & Recreation. Our team led the analysis of the McDonald House's adaptive re-use potential, including for potential parks administrative or public uses.

1.3 Site Reconnaissance — Tour site with CPRD staff and examine site characteristics. Examine buildings and built facilities.

1.4 Stakeholder virtual meetings — Our team will meet virtually with key stakeholders to gain an understanding for the project, including issues, concerns, and aspirations.

1.5 Outreach and Engagement Plan — Our team will develop a cost-effective outreach and engagement plan based on previous successful outreach conducted by CPRD in the past.

TASK 2: ANALYSIS (MONTH TWO)

2.1 Site Analysis — We will analyze the previous studies and add technical evaluations to develop a presentation of site and context analysis, including site topography, natural features, existing utilities and potential access and opportunities and constraints that will inform the creation of draft site concepts. We will assess the existing buildings for their possible adaption to public uses. The team will also assemble previous input on desired park program elements.

2.2 PCT Meeting #2: Site Analysis Review — Walker Macy will present the Site Analysis to the PCT.

TASK 3: PARK CONCEPT ALTERNATIVES (MONTHS THREE AND FOUR)

3.1 Develop Park Alternatives — We will prepare two to three park concept alternatives showing different arrangements of elements on the site and connections to destinations off-site. Planning will include the possible incorporation of the existing buildings and structures into public use elements. The plans will contain sufficient information to explain the form, content, and quality of the proposed alternatives.

This task will also outline:

- a. Programmatic elements for each park concept as determined in Task 2, including trails, interpretive elements, recreational elements, historic components, environmental aspects, and support facilities
- b. List of advantages and disadvantages relative to each plan alternative and site will be established.
- c. Examine implementation and long-term support for the plans.
- d. Ascertain regulatory issues relative to each concept.

3.2 PCT Meeting #3: Park Concept Alternatives Review — Walker Macy will present the Park Alternatives to District staff with the goal of selecting a preferred alternative concept, which may be a hybrid of elements from all three concepts.

3.3 Outreach — We will prepare an interactive open house format to solicit feedback on the design alternatives, regulatory issues, and other public comments.

TASK 4: PREFERRED PARK CONCEPT PLAN (MONTHS FIVE AND SIX)

4.1 Preferred Park Plan — Building on previous tasks, community input and District direction, a preferred site plan, associated graphics and narrative will be developed.

4.2 Outreach — We will prepare an interactive open house to review the preferred park design.

4.3 PCT Meeting #4: Preferred Park Presentation to PCT — We will present the preferred concept plan to the PCT for discussion.

4.4 Preferred Park Presentation to District Board — We will present the preferred park concept plan to the CPRD Board for discussion and approval. Appropriate revisions will then be made to the design draft based on feedback received from the Board.

4.5 Final Park Plan — We will revise the preferred site plan based on input received.

4.6 Cost Analysis — Team will develop a cost analysis for future costs associated with development and management of the site.

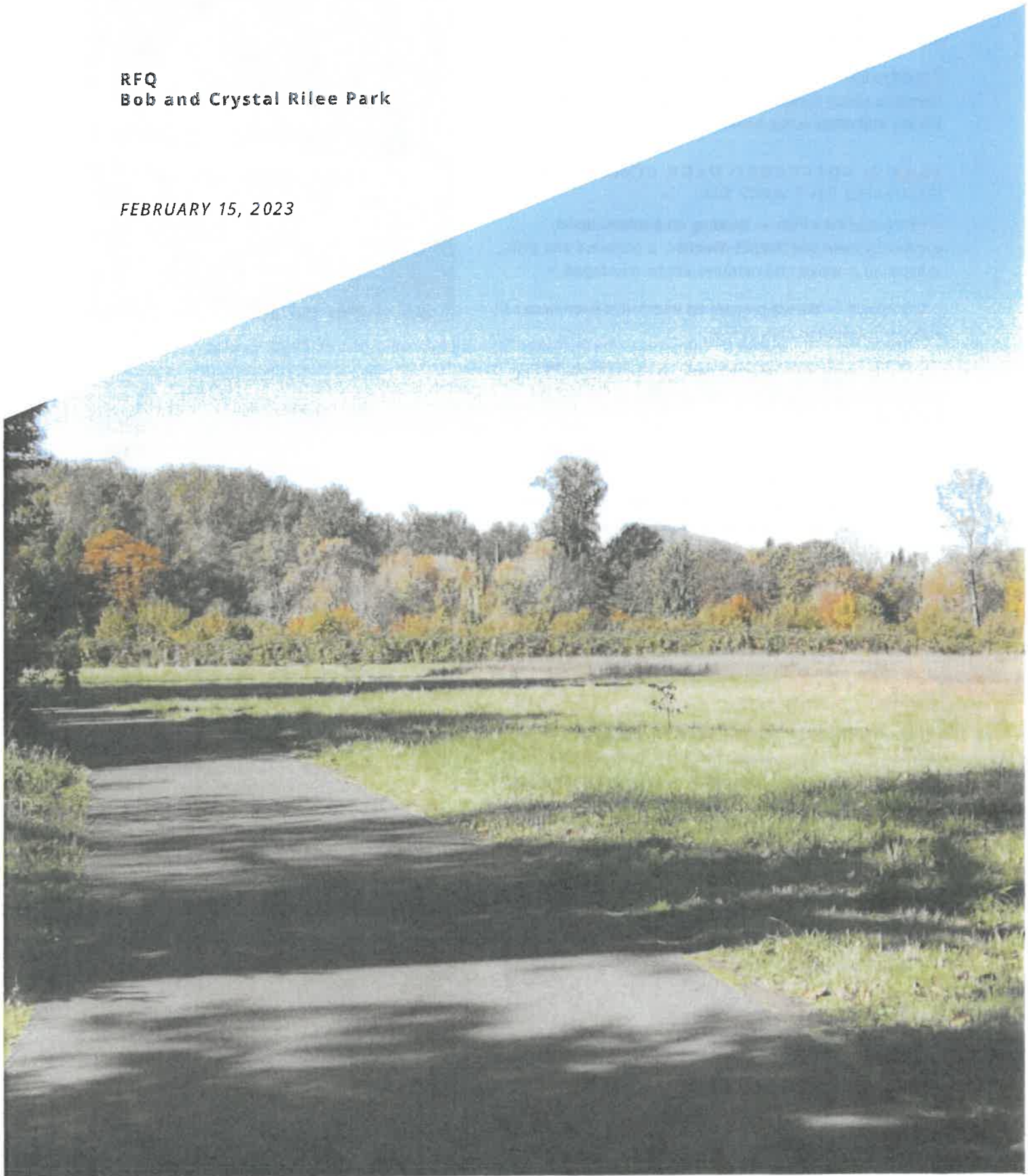
4.7 Document Master Plan — Based on input received and direction by CPRD, we will document the main plan in booklet form. The document will summarize the process and findings and provide CPRD with the needed direction for implementation and long-term management.



CAMERON McCARTHY

RFQ
Bob and Crystal Rilee Park

FEBRUARY 15, 2023



CAMERON McCARTHY

LANDSCAPE ARCHITECTURE & PLANNING

February 15, 2023

Don Clements
Chehalem Park and Recreation District
125 S. Elliott Road
Newberg, Oregon 97132

**Re: Chehalem Park and Recreation District
Bob and Crystal Rilee Park Master Plan
Request for Qualifications**

Dear Don and members of the Selection Committee:

Cameron McCarthy submits this proposal to the Chehalem Park and Recreation District (CPRD) for planning services to develop the Bob and Crystal Rilee Park Master Plan. We look forward to applying our experience with parks planning to Bob and Crystal Rilee Park to help improve vital elements of community livability and history. In our practice, this means transforming visions into reality through collaboration and meaningful planning and design to create outdoor spaces that connect, revive, reflect, and inspire. A relevant example is our ongoing work in the community of The Dalles with Northern Wasco County Park and Recreation District with the preparation of their first comprehensive system plan, a park master plan for Sorosis Park, a historic regional park, and Phase 1 construction of restorative improvements to the park.

This proposal provides insight into our firm and highlights the projects we have completed during our 70 years of experience. Our firm collectively offers to CPRD:

- Knowledge of the technical aspects of park master planning required to achieve results with lasting value;
- Commitment to planning excellence and sustainable outcomes, while responding to context and project dynamics;
- Demonstration of our understanding of the project and how we will approach delivering a beneficial long-term outcome;
- A team member's prior experience with the Bob & Crystal Rilee Park Environmental Site Analysis project;
- Prior experience working on similar projects like Owens Farm (Corvallis), Dorris Ranch (Springfield), and The Shire in the Columbia River Gorge;
- Enthusiasm for working directly with local communities and residents.

Working with 20+ public agency clients, our firm has completed over 100 park and recreation projects throughout Oregon during our tenure, including seven park master plans and six park system plans in the past 5 years. The representative projects and references included in our proposal demonstrate our team's ability to manage the aspects of work required for the completion of a successful project. Most importantly, these projects demonstrate our ability and interest in collaboration.

In my capacity as an authorized agent of Cameron McCarthy Landscape Architecture & Planning, I am authorized by the firm to submit this response and will serve as your primary point of contact. Please feel free to contact me (E: lransone@cameronmccarthy.com | T: 541.485.7385) if you have any questions about the information enclosed herein.

Thank you for your time and consideration. Sincerely,

Lauren Ransone, RLA
Associate Principal



Eugene | Portland | Bend
www.cameronmccarthy.com



Firm Qualifications

Cameron McCarthy (CM) has offices in Eugene, Portland, and Bend has been providing the region with comprehensive planning and landscape architecture services since 1952. Over the years, the firm has developed a rich portfolio of parks master plans, park design, and site master planning projects. During our 70+ year history, CM has completed over 100 park and recreation projects throughout Oregon, including the completion of seven park master plans and six park system plans in the past five years. We have extensive recent park experience working locations across Oregon and Southwest Washington, including work in Salem, Eugene, The Dalles, Harrisburg, Veneta, Drain, Hermiston, Sisters, Linn County, and White Salmon. CM is a 26-member firm which works in concert with other design, planning, and public involvement professionals to help people develop, preserve, and improve relationships with their surroundings. Three of our members are LEED accredited professionals, 11 of our members are ASLA licensed landscape architects, one is an AICP certified planner, and one is a certified arborists. CM's team of professionals offers a diverse set of skillsets, backed by the experience of a deep portfolio.

Parks, recreation facilities, open spaces, and other natural areas are key services that enhance a community's quality of life. The master plan of Bob and Crystal Rilee Park demonstrates the District's commitment to providing high quality public services to residents and visitors, ensuring immediate and long-term success of the park. We recognize that this park master plan will reflect the needs of Eastern Yamhill County residents and visitors, and will respond to current and anticipated demand for services. The proposed planning process will be defined by the previous planning work and site analysis, and a public involvement strategy that is founded on the principles of diversity, equity, and inclusion. Public involvement will include various methods to ensure all voices have an opportunity to share residents' needs.

"As individual designers, we look at a site's opportunities and complexities with a unique perspective. As a cohesive design team, we blend ideas and collaborate towards solutions that enliven the space and enrich the lives of those who experience the place. This is what we do and we love what we do."

Lauren Ransone

Associate Principal



CAMERON
McCARTHY

Lauren Ransone

She/Hers

Associate Principal, RLA, ASLA

LRANSONE@CAMERONMCCARTHY.COM

PROFILE

Lauren joined Cameron McCarthy in 2008 and earned her license to practice landscape architecture in 2012. She was named Associate Principal in 2022. Lauren plays a crucial role on many of Cameron McCarthy's most complex projects. She can work through multi-faceted site opportunities and constraints with sensitivity to the environment and empathy towards the client. Areas of emphasis include parks master plans, higher education, urban design, and transportation.

EDUCATION

2008
Bachelor of Landscape Architecture,
University of Oregon

REGISTRATIONS | AFFILIATIONS

2008
Oregon Landscape Architect #772

Lauren completed the Oregon State University's Master Gardener program. This experience elevated her knowledge in science-based sustainable methods which expresses itself both in her professional practice and at home on her farm where her land management practices maintain a balance between the sensitive local ecologies with the active use of horses. She is an accomplished equestrian and has a deep understanding of access and staging large athletic events. Lauren finds joy in creating accessible spaces that serve users by highlighting the intersection of functional spaces and environmental stewardship. She has a keen sense of finding balance between intensely designed and used spaces and the natural landscape while meeting client needs.

- UO The Shire on the Columbia Gorge, OR
- City of Sisters Parks Master Plan, Sisters, OR
- UO Student Recreation Center, Eugene, OR
- UO Hayward Field, Eugene, OR
- Lincoln City Baywalk, Lincoln City, OR
- Echo Hollow Pool Renovation and Remodel, Eugene, OR
- LCC Downtown Center, Eugene, OR
- UO PK Park Baseball Stadium, Eugene, OR
- UO Allen Hall, Eugene, OR
- UO Allan Price Science Commons, Eugene, OR
- UO Berwick Hall/Oregon Bach Festival, Eugene, OR
- LTD West Eugene EmX, Eugene, OR
- OSU Forestry Building, Corvallis, OR
- Sheldon Pool Remodel, Eugene, OR
- International Student Housing, OSU
- Community Hall Slope, OSU
- Upper Division Grad Housing, OSU
- LCC Information and Technology Building 33, Eugene, OR
- LCC Building 12 Renovation, Eugene, OR
- Independence Apartments, Independence, OR

QUALIFICATIONS | CAMERON MCCARTHY



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Jason Gillies

He/His

Landscape Architect, RLA, ASLA

JGILLIES@CAMERONMCCARTHY.COM

PROFILE

Jason brings over 19 years of experience in projects focused on parks and recreation, sports facilities, education facilities, and commercial development. He has achieved a certificate in project management that complements his expertise in landscape architecture.

EDUCATION

2003
Bachelor of Landscape Architecture
University of Oregon

REGISTRATION | AFFILIATIONS

Landscape Architect Oregon #663
ASLA Member
Project Management Institute Member

Jason has extensive experience as a project manager on multi-disciplinary teams. He possesses exceptional leadership and relationship skills that assure successful project outcomes with collaborative solution based strategies. Jason's formal training in project management enhances his leadership skills. Jason's previous work experience in a multi-disciplinary firm involved work across typical landscape architectural boundaries.

- Clackamas County Courthouse, Oregon City, OR
- Adidas PDX Campus Design, Portland, OR
- Dirsken Nature Park, Tigard, OR*
- Greer Community Park, Salem, OR*
- Nike Geoff Hollister Running Trail, Beaverton, OR*
- Nike WHQ Expansion Projects, Beaverton, OR*
- First Tech Corporate Campus, Hillsboro, OR*
- Hermiston School District Elementary Schools, Hermiston, OR
- Hermiston High School Softball Fields, Hermiston, OR
- Lake Oswego School District Athletic-related projects, Lake Oswego, OR
- Ackerman Sports Complex Master Plan, Canby, OR
- Grant High School Athletic Master Plan, Portland OR
- Hood River High School Track, Hood River, OR
- Davis Field Track & Soccer Stadium, Idaho State University, Pocatello, ID
- Bob and Chrystal Rilee Park; Site Assessment (2016)*

*Work completed at former employer.

QUALIFICATIONS | CAMERON MCCARTHY



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Elizabeth Auvil

She/Hers

Landscape Architect, RLA, ASLA

EAUUIL@CAMERONMCCARTHY.COM

PROFILE

Elizabeth joined Cameron McCarthy's Portland office in 2017. She has a well-rounded set of skills in parks planning, active transportation planning, wayfinding, public engagement and landscape architecture.

EDUCATION

2013

Bachelor of Landscape Architecture
University of Oregon

2016

NCI Charrette System Certificate
PSMJ Project Management Certificate

REGISTRATIONS | AFFILIATIONS

Landscape Architect, Oregon #1082
American Society of Landscape
Architects

Elizabeth is a critical thinker and attentive listener which enables her to develop creative recommendations while adhering to project goals. She has experience working on national and international projects and she brings excellent coordination and a context-sensitive approach to her projects. She supports projects with strategies and implementation tactics that support effective project management. Elizabeth develops thorough public engagement strategies unique to the needs of each project, and she excels at synthesizing public engagement feedback.

- White Salmon Park System Plan, White Salmon, WA
- Bailey Ridge Park Master Plan, Salem, OR
- Sorosis Park Conceptual Plan, The Dalles, OR
- Hermiston Parks, Rec and Open Space Master Plan, Hermiston, OR
- Veneta Parks, Rec and Open Space Master Plan, Veneta, OR
- Drain Parks Master Plan, Drain, OR
- Mill Creek Trail, The Dalles, OR
- Federal Street Plaza, The Dalles, OR
- NWCPRD Parks Master Plan, Wasco County, OR
- NWCPRD Thompson Park, The Dalles, OR
- Ackerman Sports Complex Master Plan, Canby, OR
- Tigard Street Heritage Trail, Tigard, OR*
- Oregon State Parks Columbia Gorge Management Units Plan*

*Work completed at former employer.



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Claire Dosen

She/Hers

Designer

CDOSEN@CAMERONMCCARTHY.COM

PROFILE

Claire joined Cameron McCarthy's Portland Office in 2021. She has experience in schools, higher education, and master planning. Claire possesses strong graphic and construction documentation skills.

EDUCATION

2021

Bachelor of Landscape Architecture
California Polytechnic State University,
San Luis Obispo

Claire has strong spatial thinking and problem-solving skills, allowing her to propose creative solutions to design constraints. She has effective communication and graphic communication skills, helping to articulate design solutions to clients. She contributes to the bulk of project production work - producing illustrative graphics, construction documents, and aiding with project design.

- LCC Site and Landscape Framework Plan, Eugene, OR
- Hermiston Highland Hills Elementary School, Hermiston, OR
- Hermiston High School Annex, Hermiston, OR
- LCC Health Professions Building, Eugene, OR
- LCC Information and Technology Building, Eugene, OR

Rockridge Park

BEND PARK & RECREATION DISTRICT (BPRD)

Name of organization: BPRD

Contact Person: Michelle Healy

Contact phone and email:

541-706-6113

MichelleH@bendparksandrec.org

Type of project and scope services provided:
Master planning, conditional use permitting,
design, permitting, construction document
preparation and construction.

Original contract value: \$93,367

Rockridge Park is in Deschutes County jurisdiction, adjacent to the Bend UGB. Cameron McCarthy obtained conditional use permit and site plan review approvals from the County and led the public improvement process for half-street improvements along the City frontage. The site is expected to be included in the next UGB expansion and infrastructure is designed to connect to City services.

Rockridge is a distinctive community and neighborhood park in Central Oregon that blends conservation of a native juniper forest with recreational amenities catered to the active lifestyle of its residents. Designed features include a system of paved and natural trails; mountain biking skills courses; nature play area; traditional play area; skatepark; disc golf putting course; and a large open space with lawn, picnic tables and park shelter.

In addition to providing traditional park amenities, Rockridge distinguishes itself from other community parks within the District and elsewhere. It embraces preservation of existing open space and rock outcroppings, the integration of active spaces, and repurposing salvaged on-site materials throughout the park.



Sorosis Park Conceptual Plan

NORTHERN WASCO COUNTY PARKS AND RECREATION DISTRICT (NWCPRD)

Name of organization: NWCPRD

Contact Person: Scott Baker

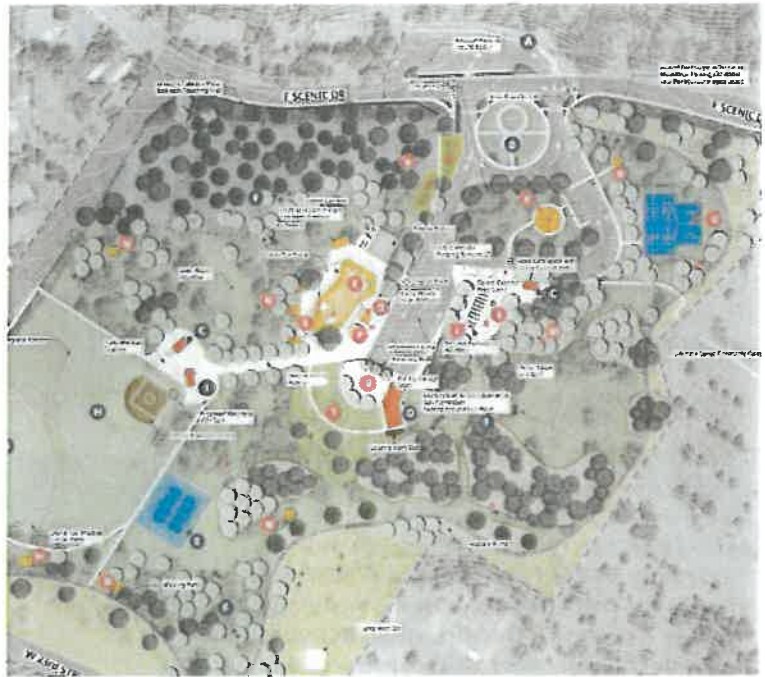
Contact phone and email:
541-296-9533
scottb@nwprd.org

Type of project and scope services provided:
Master planning, design, permitting,
construction document preparation, bid
and construction administration.

Original contract value: \$37,957 (Conceptual
plan), \$53,000 (Phase 1)

Following completion of the park system master plan, Cameron McCarthy (CM) continued work for the District at Sorosis Park. Over the last several years the park experienced significant tree loss as Ponderosa Pines were devastated by the Ips Beetle. CM developed a conceptual plan with the District to envision rebuilding the tree canopy, adding an event space, and improving circulation and opportunities for play, and recreation on site. The planning process began in June of 2021 and included extensive outreach with the community. Stakeholders and focus groups were interviewed, and the public provided input at community events and through an online survey. Conceptual design options were created in late summer, and a preferred concept was completed in fall of 2021.

Phase 1 construction, based on the conceptual design document, began in early 2022. The first phase of construction provided the groundwork for future improvements, including upgrades to the aging irrigation system that will support future re-planting efforts. In addition, tree plantings initiated the re-forestation process at the northern border of the site and new and improved trails were delineated to better serve the park and define the new vegetated areas.



Bailey Ridge Park Master Plan

CITY OF SALEM

Name of organization: City of Salem

Contact Person: Toni Whitler

Contact phone and email:

503-588-6211

Twhitler@cityofsalem.net

Type of project and scope services provided:
Master planning and cost estimating.

Original contract value: \$44,355

Cameron McCarthy collaborated with the City of Salem in fall of 2021 to develop a master plan for Bailey Ridge Park. In the initial phase of the project, the team visited the site and analyzed existing conditions as well as opportunities and constraints at the park. Existing data, like prior planning documents, aerial imagery, topography, a wetland delineation report, GIS data, and City goals were also assessed. The following phase focused on public outreach and analysis of public feedback. Outreach for the project included virtual public meetings with question and answer sessions and online surveys.

Using public input, the team developed three preliminary concepts and residents reviewed and ranked the design features to guide the concept refinements. A preferred concept, or the park master plan, emerged after analyzing the public's concept design feedback and City goals. Key features in the master plan include creek and habitat restoration, a network of paths throughout the site, sport courts for basketball and pickleball, nature play, a traditional playground, and habitat improvements to the Douglas Fir forest. The project was adopted in summer of 2022.



Project Understanding

The Cameron McCarthy project team is familiar with this site. One of our team members, Jason Gillies, assisted in the preparation of the Environmental Site Analysis that was completed in August of 2016 while he was employed with WHPacific Inc.

The project documents include a well-documented history of the site and its previous homesteader Samuel Parrett. The goals for the park, listed below, are well defined and function to guide development and use for decades to come.

1. *Capture the community's desire for recreation facilities balanced with the District's assets to heighten the quality of life for the District residents.*
2. *Showcase the farming heritage of the land and homesteading in the Yamhill Valley.*
3. *Respect the constraints of the land and minimize unforeseen and negative impacts of future use or development.*
4. *Carry on the tradition of equestrian use of the trails.*
5. *Manage the property for outdoor recreation and make trail improvements for hiking and mountain biking.*
6. *Maximize economic and operational opportunities.*
7. *Capitalize on the scenic and nature park qualities.*
8. *Manage the house and gardens for limited events.*
9. *Continue leasing the agricultural fields for farming and income to the District for the improvement and development of the Bob and Crystal Rilee Park.*

While much of the site's history has been documented, further investigation of the buildings and site for historic status is needed to provide a sound basis for future development and interpretive information recommendations. Including a historical architect in the project will allow the team to evaluate existing buildings that are over 50 years old to ensure we capture this relevant context for master planning purposes. Gaps in sites history are apparent and consultation with the Confederated Tribes of Grand Ronde regarding the cultural importance of Parrett Mountain and the site to the Kalapuya is needed.

The site has several diverse user groups that also need to be consulted during the master planning process to ensure they have a voice in the master planning development. One of our team members, Lauren Ransone, is involved in the equestrian community and can be an asset to these conversations. In addition to user groups, it will be important to bring in outside knowledge and precedents studies of similar parks and facilities within the region. Our team is familiar, and has personal experiences with, several similar parks in proximity to the site including Magness Tree Farm and Champoeg State Park. We propose connecting with other Park and Recreation Districts across the state to gain knowledge of operations of these parks that may influence the master plan. Examples of precedent parks we are familiar with that hold private events, historic farms, living farms are:

- Dorris Ranch (Springfield)
- Bald Hill Barn (Corvallis)
- Owens Farm (Corvallis)
- Magness Tree Farm (Sherwood)
- Hollinshead Park (Bend)
- Jenkins Estate (Beaverton)
- Champoeg State Park (St. Paul)

We are excited to have the opportunity to work as a partner with the Chehalem Park & Recreation District. This is a unique site with its historical legacy, and active farming operation. Those unique features, in combination with diversity of current uses and users, provides the foundation for a special place destined to create memories for all.

Project Approach

This section details the proposed work program that the Cameron McCarthy Project Team will perform to complete the Park Master Plan update according to the District's requested services. The planning and design products generated from these services will be driven by the principle of putting the community first.

We recognize that the Park Master Plan belongs to the community of Eastern Yamhill County. Reflecting the unique characteristics and desires of the community as well as the financial realities of operating and maintaining a park and recreation facility is essential. The Project Team will provide objective technical information and document input and findings that inform the planning process. District officials and representatives can then make informed decisions about the future of Bob and Crystal Rilee Park based on documented information and findings.

Cameron McCarthy will produce the new Bob and Crystal Rilee Park Master Plan through the development of work products under eight key tasks: (Task 1) Project Initiation; (Task 2) Project Management; (Task 3) Community Outreach and Involvement; (Task 4) Existing Conditions Analysis; (Task 5) Goals, Policies, and Recommendations; (Task 6) Environmental Management Plan ; and (Task 7) Documentation and Adoption of a Master Plan. The Plan will identify priorities and recommendations. The following project approach details the steps through which these tasks will be accomplished.

TASK 1. PROJECT INITIATION

Conduct project initiation meeting with CPRD staff to finalize project scope and schedule, work program, roles, and a communications plan. Discussions at this meeting will refine our understanding of the project, further define expectations, and ensure that our work will reflect the needs of the District and its constituents. This meeting will also allow the Project Team to identify key stakeholders and community groups, prior planning documentation,

and data collection needs. Following the meeting, participate in site visits with District staff to observe existing infrastructure, opportunities and constraints, and spatial contexts. The Project Team will also set dates for future meetings, prepare a communications plan, refine the public outreach strategy, and provide a memorandum summarizing the meeting discussion.

DELIVERABLES:

- Project Initiation Meeting Notes
- Internal Communications Plan
- Public Outreach Strategy

MEETINGS:

- Project Initiation Meeting

TASK 2. PROJECT MANAGEMENT

Conduct regular progress meetings with District staff throughout the planning process to review deliverables, prepare for public meetings, and report on progress. Frequency of meetings is to be determined by both District staff and the Project Team during project initiation. Prepare and transmit a meeting agenda and task/action list prior to each meeting. Review project schedule at each meeting. These meetings will also ensure that the Project Team has all necessary and available information to complete this scope of work.

DELIVERABLES:

- Task/Action Matrix
- Meeting Agendas, Materials, and Notes

MEETINGS:

- Regular Progress Meetings with District staff

TASK 3. COMMUNITY OUTREACH

As a part of the project initiation meeting, the Project Team will meet with District staff to discuss and finalize the outreach activities outlined in the following sub-tasks.



Mill Race Path
Willamalane Park and Recreation District

Task 3.1. Plan Webpage: Work with District staff to either create a space on an existing website or develop a new website to host information about the Plan, upcoming events, and community outreach opportunities. Provide content for website and social media outreach.

Task 3.2 Online Survey: Develop a statistically valid survey aimed at understanding the community's desires for improvements to the park. The survey will be available online and in a print version that District staff can distribute at public venues. The Project Team will also share the survey with local community leaders and groups. The survey can be translated and available in Spanish language.

Task 3.3. Stakeholder Interviews: Work with the District to identify 8 to 10 key community members who represent a variety of demographic groups, including any historically under-represented populations, and/or have a particular interest in or knowledge of the parks and recreation. The Project Team will conduct phone interviews (or a format that best fits the stakeholder's needs, comfort and experiences) with these individuals to understand areas of particular need and/or desire for future development of the park's recreation offerings.

Task 3.4. Focus Group Conversations: To ensure we are engaging traditionally under-represented groups, we propose 2 to 4 focus group conversations with targeted groups to be determined by the Project Team and District staff. We will rely on the input of District staff to help design appropriate and useful events. The format will be similar to a community forum or group discussion. This can include communities such as youth, elderly, low-income, racial or ethnic minorities,

community members who use mobility devices, neurodivergent individuals, residents with physical or mental health condition(s), and/or residents for whom English is a second language. The conversation setting may be in-person or virtual and will accommodate the needs of the individuals involved.

Task 3.5. Outreach at Public Events: We propose to table or host booths at two community events or public gatherings identified by the District, or host online events based on applicable COVID precautions. Prioritizing attendance at one event that anticipates historically under-represented individuals is recommended. Through interactive activities and displays or conversations with residents, input gathered from these events will inform components of the Plan.

Task 3.6. Open House: The Project Team will work with District staff to publicize and host an open house event for community members during the planning process. The open house event will be used to gather feedback and measure public interest in proposed priorities and park developments. The event may include a brief presentation of the preliminary findings and recommendations and will feature interactive stations where residents can share their ideas and offer direct feedback on the proposed Plan. Using insight from District staff, the time and location of the event will be informed by community needs and constraints. This event may be hosted online based on applicable COVID precautions at the time.

DELIVERABLES:

- Website and Social Media Content
- Online Survey
- Stakeholder Interview Memorandum
- Focus Group Conversations Memorandum
- Supporting Materials for Outreach/Open House Events
- Open House Meeting Summary

MEETINGS:

- Stakeholder Interviews (8-10)
- Focus Group Conversations (2-4)
- Public Outreach / Tabling Events (1-2)
- Public Open House (1)

TASK 4. EXISTING CONDITIONS ANALYSIS

Gather and review relevant background information, planning documents, and community demographics identified by the District, including but not limited to the Environmental Site Analysis (2016), aerial imagery,

available District and County GIS data, sensitive species and environments data. Identify how goals relate to one another, especially in regard to other nearby outdoor recreation opportunities. The Project Team will conduct a site visit to review existing paths and trails and document conditions. Building on site visit data and project research, the Project Team will prepare a detailed assessment of the paths and trails system existing conditions, including documentation of quality and accessibility. The assessment will include aerial maps, graphics, and imagery illustrating existing conditions.

Task 4.1 Site Visit: Members of the Project Team will conduct field work during a site visit to document the existing conditions of the paths and trail systems. The Team will document findings with photography and written notes.

Task 4.2 Existing Conditions Inventory And Analysis Memorandum: Following the site visit, the Project Team will review the field work findings and organize the inventory information in a memorandum that details the existing conditions with descriptions, photography, and visual graphics.

Task 4.3 Improvements And Maintenance Budget Prioritization Guidelines: The Project Team will utilize the existing conditions and relevant planning documents to develop and verify prioritization criteria and outline the application of the criteria to guide future improvement and maintenance budgeting decisions.

DELIVERABLES:

- Existing Conditions Inventory and Analysis Memorandum
- Improvements and Maintenance Budget Prioritization Guidelines

MEETINGS:

- Site Visit (1)

TASK 5. GOALS, POLICIES, AND RECOMMENDATIONS

After analysing previously gathered data, public opinion surveys, and the core values expressed by the CPRD community involved throughout the community outreach process, work with District staff to update goals, policies, and recommendations to address identified community needs and values.

DELIVERABLES:

- Goals, Policies, and Recommendations Memorandum

MEETINGS:

- CPRD Review of Recommendations



TASK 6. ENVIRONMENTAL MANAGEMENT PLAN

Develop an Environmental Management Plan that includes, but not limited to, the control of invasive species such as blackberry, the protection of water sources on site, and the identification of priority areas for restoration. This plan will also consider enhancing historical connections and view corridors.

DELIVERABLES:

- Environmental Management Plan

MEETINGS:

- CPRD Work Session #1

TASK 7. DOCUMENTATION AND ADOPTION

Based on the previous tasks and input received, provide Draft Park Master Plan for review by District staff, local partners, and stakeholders. At a minimum, the Draft Park Master Plan will include:

- Introduction and Executive Summary
- Updated park vision, goals, and objectives
- Inventory of current park conditions

- Summary of community outreach process and findings
- Environmental Management Plan
- Accompanying implementation tools including costs of prioritized recommendations

Meet with District staff to review the Draft Plan. Present the Draft Park Master Plan to CPRD for review. Revise the Draft Master Plan and amendments and prepare Final Master Plan for formal adoption as a reader-friendly document with an emphasis on maps, charts, photos, graphics, and tables to convey information. The Plan will be formatted in such a way that it is easy to update on a routine basis. Present Final Park Master Plan to CPRD for adoption.

DELIVERABLES:

- Draft Parks Master Plan
- Final Parks Master Plan

MEETINGS:

- CPRD Meeting #2
- CPRD Meeting #3

From: Hunter wylie coyote8400@gmail.com
Subject: Pickleball Advisory Committee minutes 2-13-23
Date: February 14, 2023 at 9:23 AM
To: Gayle Bizeau Gayle.bizeau@outlook.com, Julie Petersen jpetersen@cprdnewberg.org, Kat Ricker kricker@cprdnewberg.org, Lance Trantham lancetrantham@gmail.com, Linda Sandberg linda@sandbergfarm.com, Mike Kringlen crpc.npcpresident2021@gmail.com, Nick Konen njkonen@gmail.com, SA sagreiner2@gmail.com

Pickleball Advisory Committee Meeting

Agenda for 2-13-2023

7:00 PM Aquatic Center

Meeting minutes:

Meeting commences at 7:20PM

Attending:

Julie Peterson - CPRD

Mike Kringlen - Advisory Committee

Sheryl Greiner - Advisory Committee

Hunter Wylie - Advisory Committee

Meeting opened at 7:15PM

1. Overall status of Participation within the district
 - a. Newberg Pickleball Club - growing at 100% a year 100+ members now
 - b. Columbia River Pickleball Club over 1000 members
2. Restatement of goals and competing issues
 - Championship facility
 - Funding priorities within the district
 - AstroTurf soccer field at Renne funded \$1.5 m. 50/50 State&School District/CPRD status is unclear and may have changed
 - Trails phase 1 & 2
 - . Phase 1 is partially funded at 30-40%. Total phase 1 cost are unknown because of major project discrepancy associated with not budgeting required civil construction costs. Additionally there are inflationary cost associated with construction of unnecessary vehicular bridge. City of Newberg has plans to build a trail around the South side of the mill site further demonstrates the total lack of need for the bridge at all - \$2-4M and remains unfunded.. Phase 2 is totally unfunded and needs grants \$6-10m. District management needs to come to terms they are a great parks and recreation district and not an engineering firm. District management has been given verbal and written recommendations to immediately contract ODOT regarding the feasibility and cost of ODOT being contracted with to address the

obtain remaining funds. This will be done via:

- Utilize Engineering consultants to analyze district projects
- Detailed review district accounting and documentation
- Supplying analytical tools to the Board to evaluate projects and golf course senior management
- Assisting the district in evaluating alternative solutions to complete projects
- Our Contribution - Bring sanity, project management and fiscal responsibility back into the district's project planning and management.
- Obtain refunds from firms contracting with the district that fail to provide the product or professional service they were contracted for. The first being the traffic study for the campground.

Summary:

“If you want funding you're going to have to fight for it..”

Chehalem Heritage Trails Advisory Committee

AGENDA

February 8, 2023 | 6:30 - 8:00 p.m.

Attend either in person on-site at CPRD Admin Office
or remotely via Zoom: <https://us02web.zoom.us/j/89157263898>
Meeting ID: 891 5726 3898

Committee Members:

Erin Chen
Michelle Colvin
Quentin Comus (Chair)
Matt Dolphin
Allen Holstein
Lisa Jackson
Kimberly Lanier

Committee Members (Continued)

Bob Oleson
Martin Peters
Cindy Riggs
Erin Robinson (Secretary)
Peter Siderius
Dustin Wolfe

Board Liaisons:

Bart Rierson
Jim McMaster
Lisa Rogers

CPRD Staff:

Casey Creighton
Kat Ricker
Bryan Stewart

- I. Call to Order
- II. Attendance Roll Call
- III. Approval of January Minutes
 - o See Appendix A
- IV. Public Comment Period

Public participation in Chehalem Heritage Trails Advisory Committee meetings is encouraged. Those interested may submit written comments to kriker@cprdnewberg.org or provide oral comments at a public committee meeting. Those wishing to provide oral comments will be provided a set amount of time determined by the Chair at the beginning of the meeting during the designated public comment period. This public comment period may last up to a maximum of 10 minutes.

- V. Bob and Crystal Rilee Park Trail Name Discussion (Quentin)
 - o See Appendix B
- VI. Trail Maintenance and Promotion Discussion (Quentin)
- VII. Board of Directors Meeting Report (Quentin)
- VIII. Adjourn

Important Reminders/Notes:

- February 17, 2023: TKO Scout School - Scout Lab in Clackamas, OR
- March 8, 2023: CHTAC Regular Meeting at the CPRD Administrative Office and on Zoom at 6:30 p.m.
- March 11, 2023: TKO Tread School - Drainage Lab in Clackamas, OR
- April 12, 2023: CHTAC Regular Meeting at the CPRD Administrative Office and on Zoom at 6:30 p.m.
- April 28-30, 2023: PCTA Columbia-Cascades Trail Skills College in Cascade Locks, OR

Chehalem Heritage Trails Advisory Committee

MINUTES

January 18, 2023 | 6:30 - 8:00 p.m.

Attend either in person on-site at CPRD Admin Office
or remotely via Zoom: <https://us02web.zoom.us/j/89157263898>
Meeting ID: 891 5726 3898

Green attended in person – Blue attended via Zoom – Black not in attendance

Committee Members:

Erin Chen
Michelle Colvin
Quentin Comus (Chair)
Matt Dolphin
Allen Holstein
Lisa Jackson
Kimberly Lanier

Committee Members (Continued)

Bob Oleson
Martin Peters
Cindy Riggs
Erin Robinson (Secretary)
Peter Siderius
Dustin Wolfe

Board Liaisons:

Bart Rierson
Jim McMaster
Lisa Rogers

CPRD Staff:

Casey Creighton
Kat Ricker
Bryan Stewart

Others in attendance:

Melissa McLaughlin
Hope Robertson
Ryann Reinhofer
Danna Kemp
Brian Bowman
Jenni Jeronimo
Lois
Cricket

- I. Call to Order
- II. Attendance Roll Call
- III. **Approval of November Minutes = Moved/seconded & Approved unanimously**
 - o See Appendix A
- IV. **Approval of December Minutes = Moved/seconded & Approved unanimously**
 - o See Appendix B
- V. Public Comment Period
 - o Hope Robertson
 - 1. Questions on the Rilee Park plan – East/West may be reversed in some of the materials
 - 1. West Equestrian – East should be mixed use
 - 2. Should be temporary until master plan
 - 3. Signage- is it temporary until master plan?
 - 4. Mileage in the text – was some of it a typo? Seemed like there were a lot of segments
 - 1. Was verified to be accurate
 - 2. Quentin – he changed the typo on the shared committee drive.
 - o Brian Bowman
 - 1. Trail update = generally good shape through the wind and weather
 - 2. Seasonal maintenance by the bike group is happening

Public participation in Chehalem Heritage Trails Advisory Committee meetings is encouraged. Those interested may submit written comments to kricker@cprdnewberg.org or provide oral comments at a public committee meeting. Those wishing to provide oral comments will be provided a set amount of time determined by the Chair at the beginning of the meeting during the designated public comment period. This public comment period may last up to a maximum of 10 minutes.

- VI. Review Draft Bylaws (Quentin)
 - o See Appendix C
 - o **Potential Motion: Recommend the CHTAC Bylaws be adopted by the CPRD Board of Directors**
 - 1. Matt – believes it should be 2 year term – not 3 years?
 - 1. Kat checked and it is 3 years
 - 2. Jenni Jeronimo – how do we become a member of the Board?
 - 3. Jim McMaster – talk about meetings electronically in there? Purpose – suggest add assist and recruit with trail projects
 - o **Moved/seconded and approved - unanimously**
- VI. Review Bob and Crystal Rilee Park Trail Managed Use Recommendations (Allen)
 - o See Appendix D
 - o Allen – visited the park and thought West and East should be temporarily separated (horse and pedestrian uses) – Parrott Mountain is the separating road.
 - 1. Spring is approaching and need is approaching
 - 2. Signage – potential switch out
 - o **Potential Motion: Recommend the Bob and Crystal Rilee Park Trail Managed Use Recommendations be adopted by the CPRD Board of Directors.**
 - Moved/seconded and approved unanimously**
 - Staff would also mirror the recommendation
- VI. Review Trail Signage Focus Group Recommendations (Quentin)

- See Appendix E
- 5 options provided by Quentin – Allen, Kat and Quentin met and narrowed it down to 3 options
 1. The 3 options are in order of cost
 2. Packet contains the details of the focus group meeting, costs, longevity, etc.
- Cindy Riggs – appreciates more signs than less, pointing out it's easy to get lost up at the Rilee Park
- Marker posts would go to every trail segment – in option one – 216 posts – names, mileage, restrictions, reflective and anti-graffiti – exchangeable
- QR codes can be added to the options
- **Potential Motion: Recommend the Trail Signage Recommendations be adopted by the CPRD Board of Directors – Moved/seconded and approved unanimously**
- Jim McMaster – Dana Kemp was part of the original trust for the property – names
 1. People donated to the foundation and you could name a trail – would be nice to keep the names
 2. Casey agrees that those names should stay
 3. Kat recommended that we keep the current names, and add any that
 4. Jenni Jeronimo – ranking of difficulties of trails should be stated – there are some difficult trails and people should get some warning
- Hope Robertson
 1. Rock Art sign question – sells a curved sign that can attach to a tree and is much cheaper
 2. Quentin stressed universal design so that people can look for the same kinds of postings.
- Matt – is the proposal to get the ball rolling – to get the budget etc.
 1. Quentin – goal is to push the three recommendations through as design guidelines for district wide signs
- Allen – maybe the budget is known?
 1. Casey says it's in the works
 2. Jim McMaster – Spring – need something for the horses entering in the Spring
 3. Casey – 2-3 months to get some signs after order
- Danna Kemp – is there grant money?
 1. Jim McMaster – there might be
 2. Ryann Reinhofer volunteers to help install signs
 3. CPRD staff could bring grant writing opportunities to the committee
- Motion to bring this proposal to the board – seconded and approved unanimously
- VI. Establishing 2023 Committee Goals (Quentin)
 - See Appendix F
 - Dundee Bypass Trail
 - Knudsen Vineyard Trail - \$3000 to remove one vine per row estimate. - Allen
 - Chehalem Mountain Trails – Marty
 - Connections to other counties – ideas to create bike/pedestrian safe shoulders
 - Small lot off of Haugen Road - Matt – used to be owned by ODOT
 1. Traffic is a question
 2. Potential trailhead?
 - Waterways – Kayaking – Cindy
 1. Casey – river access in Dundee or Newberg?

1. Development dependent
 1. 8th Street in Dundee
 2. Hash Road – 219 terminus
 2. City owns a waterline across the river – could possibly be used for a trail – to connect to champoeg – Butteville – 1 to 1.75 million old estimate
 - Surveys/engagement/trail maintenance – Quentin
 1. Jenni Jeronimo – bring in the youth? 4-H FFA Bike Groups – strong young people are needed
 2. Trail Keepers of Oregon – Jim McMaster – summer classes? Trail maintenance – for kids and adults?
 3. Do you have standard protocols for volunteers? – Hope Robertson – No set standards
 1. Training for volunteers would be great
 2. Jim McMaster – not much of a trail system to think about until Rilee Park – we now need some professionals
 3. Pacific Crest Trail has courses 4x per year
 4. Memorandum of Understanding – signed by volunteers – standards trail and safety
 5. US Forest Service standards
 6. PCTA trails training – some resources online
 4. Inmate program? Not really using that program since COVID – everything has changed
 1. Community service – has been hit and miss – only available on weekend
 - Master Plan for Rilee Foundation - is in the room next to the garage
 1. Danna Kemp – paid \$250K for the Plan – stored with the historical artifacts – Danna would be happy to help and potentially save the district some money
 2. 2008ish completed that Master Plan
 3. Environmental Study around 2016 funded by CPRD
- Jim McMaster – appreciates the input to the Board – Thank you!
- VI. Adjourn: 7:35pm

Author – Erin Robinson (Committee Secretary)

APPENDIX B

Bob and Crystal Rilee Park Trails

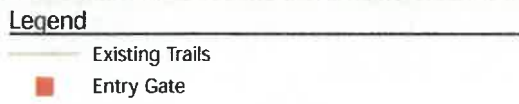
Trail Numbers



Bob and Crystal Rilee Park Trails

Trail Names





TRAIL AND ACCESS MAP

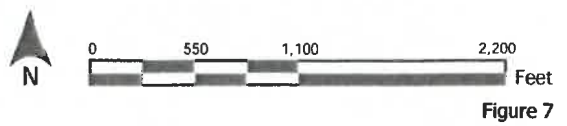


Figure 7

Original Trail Number	Original Reg. Terrestrial	Original End Terrestrial	New Trail Number	New Reg. Terrestrial	New End Terrestrial	Trail Name	Managed Use	Length (ft)	SD Length (ft)	Map Distance (mi)	Type	Trail Surface	Trail Width (ft)	Covering Height (ft)	General (Visual) Class	Pedestrian Class	Horse Class	Bicycle Class	2001 ADA Compliance	2010 ADA Compliance	2010 ADA Compliance	True ADA Compliance	Avg Grade
1	Trail #14	Trail #2 JCT Trail #3	1	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	1436.818136	1450.492625	0.27	Standard Terra Trail	Dirt	67	14	3	3	3	3	100%	100%	100%	100%	5.80%
2	Trail #15 JCT Trail #2	Trail #3	2	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	139.0786471	139.8250048	0.08	Standard Terra Trail	Natural Surface	70	N/A	3	3	3	3	100%	100%	100%	100%	1.50%
3	Trail #15 JCT Trail #2	Trail #3	3	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	628.0819815	638.9485083	0.12	Standard Terra Trail	Dirt	40	N/A	3	3	3	3	100%	100%	100%	100%	7.40%
4	Trail #15 JCT Trail #2	Trail #3	4	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	997.6770466	1001.049301	0.18	Standard Terra Trail	Dirt	44	N/A	3	3	3	3	100%	100%	100%	100%	6.54%
4	Trail #15 JCT Trail #2	Trail #3	5	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	230.9225426	231.1410873	0.04	Standard Terra Trail	Dirt	44	N/A	3	3	3	3	100%	100%	100%	100%	9.07%
5	Trail #15 JCT Trail #2	Trail #3	7	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	295.120763	298.404282	0.04	Standard Terra Trail	Dirt	44	N/A	3	3	3	3	100%	100%	100%	100%	9.83%
6	Trail #15 JCT Trail #2	Trail #3	8	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	61.2882047	64.57480011	0.01	Standard Terra Trail	Dirt	52	N/A	3	3	3	3	100%	100%	100%	100%	14.2%
6	Trail #15 JCT Trail #2	Trail #3	9	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	570.8186308	572.7267263	0.10	Standard Terra Trail	Dirt	52	N/A	3	3	3	3	100%	100%	100%	100%	7.37%
7	Trail #15 JCT Trail #2	Trail #3	10	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	3647.87364	3683.480811	0.89	Standard Terra Trail	Dirt	62	N/A	3	3	3	3	100%	100%	100%	100%	9.36%
7	Trail #15 JCT Trail #2	Trail #3	11	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	347.867805	348.4732162	0.05	Standard Terra Trail	Dirt	62	N/A	3	3	3	3	100%	100%	100%	100%	5.0%
7	Trail #15 JCT Trail #2	Trail #3	12	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	79.4183828	86.62470039	0.02	Standard Terra Trail	Dirt	42	N/A	3	3	3	3	100%	100%	100%	100%	11.88%
8	Trail #15 JCT Trail #2	Trail #3	14	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	770.3029931	776.728413	0.15	Standard Terra Trail	Dirt	47	N/A	3	3	3	3	100%	100%	100%	100%	10.97%
9	Trail #15 JCT Trail #2	Trail #3	15	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	265.8212085	268.1666436	0.08	Standard Terra Trail	Dirt	46	N/A	3	3	3	3	100%	100%	100%	100%	7.23%
10	Trail #15 JCT Trail #2	Trail #3	16	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	685.9732578	688.9536128	0.12	Standard Terra Trail	Natural Surface	N/A	N/A	3	3	3	3	100%	100%	100%	100%	12.77%
11	Trail #15 JCT Trail #2	Trail #3	17	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	558.8986485	564.0729183	0.11	Standard Terra Trail	Dirt	37	100	3	3	3	3	100%	100%	100%	100%	6.77%
11	Trail #15 JCT Trail #2	Trail #3	18	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	12.8087274	12.99323008	0.00	Standard Terra Trail	Dirt	42	N/A	3	3	3	3	100%	100%	100%	100%	11.34%
12	Trail #15 JCT Trail #2	Trail #3	19	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	320.8890918	322.8700218	0.06	Standard Terra Trail	Natural Surface	56	N/A	3	3	3	3	100%	100%	100%	100%	10.70%
13	Trail #15 JCT Trail #2	Trail #3	20	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	617.4844733	619.0879678	0.12	Standard Terra Trail	Gravel	52	N/A	3	3	3	3	100%	100%	100%	100%	5.80%
14	Trail #15 JCT Trail #2	Trail #3	21	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	284.5265533	287.3651238	0.04	Standard Terra Trail	Gravel	52	N/A	3	3	3	3	100%	100%	100%	100%	8.31%
14	Trail #15 JCT Trail #2	Trail #3	22	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	24.9301887	25.04488357	0.02	Standard Terra Trail	Gravel	52	N/A	3	3	3	3	100%	100%	100%	100%	10.74%
15	Parking Lot	Trail #15 JCT Trail #2	24	Parking Lot	Trail #15 JCT Trail #2	N/A	Pedestrian	837.9351076	1094.08844	0.16	Standard Terra Trail	Gravel	56	N/A	3	3	3	3	100%	100%	100%	100%	12.40%
16	Trail #15 JCT Trail #2	Trail #3	25	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	502.0977773	504.0817586	0.10	Standard Terra Trail	Dirt	47	N/A	3	3	3	3	100%	100%	100%	100%	6.21%
16	Trail #15 JCT Trail #2	Trail #3	26	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	318.1555625	319.0493423	0.06	Standard Terra Trail	Dirt	47	N/A	3	3	3	3	100%	100%	100%	100%	11.04%
16	Trail #15 JCT Trail #2	Trail #3	27	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	382.60829	384.3596845	0.09	Standard Terra Trail	Dirt	62	N/A	3	3	3	3	100%	100%	100%	100%	23.34%
17	Trail #15 JCT Trail #2	Trail #3	29	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	422.5220426	425.5018678	0.08	Standard Terra Trail	Dirt	37	N/A	3	3	3	3	100%	100%	100%	100%	8.12%
18	Trail #15 JCT Trail #2	Trail #3	30	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	387.8304113	390.3982928	0.08	Standard Terra Trail	Dirt	11	N/A	3	3	3	3	100%	100%	100%	100%	1.03%
19	Trail #15 JCT Trail #2	Trail #3	31	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	132.510212	132.63106776	0.02	Standard Terra Trail	Dirt	36	N/A	3	3	3	3	100%	100%	100%	100%	6.22%
19	Trail #15 JCT Trail #2	Trail #3	32	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	68.48294713	69.86256423	0.02	Standard Terra Trail	Dirt	36	N/A	3	3	3	3	100%	100%	100%	100%	1.03%
19	Trail #15 JCT Trail #2	Trail #3	33	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	861.3635966	865.7249282	0.16	Standard Terra Trail	Dirt	36	N/A	3	3	3	3	100%	100%	100%	100%	9.66%
20	Trail #15 JCT Trail #2	Trail #3	34	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	618.1727398	624.7936208	0.12	Standard Terra Trail	Dirt	34	N/A	3	3	3	3	100%	100%	100%	100%	11.77%
21	Trail #15 JCT Trail #2	Trail #3	35	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	1670.778713	1684.927721	0.32	Standard Terra Trail	Dirt	37	95	3	3	3	3	100%	100%	100%	100%	9.07%
22	Trail #15 JCT Trail #2	Trail #3	36	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	1071.162275	1082.499853	0.20	Standard Terra Trail	Dirt	33	84	3	3	3	3	100%	100%	100%	100%	11.81%
23	Trail #15 JCT Trail #2	Trail #3	37	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Bicycle	763.2844758	775.1043888	0.14	Standard Terra Trail	Dirt	17	80	3	3	3	3	100%	100%	100%	100%	8.00%
24	Trail #15 JCT Trail #2	Trail #3	38	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Bicycle	1320.471545	1345.370252	0.25	Standard Terra Trail	Dirt	17	90	3	3	3	3	100%	100%	100%	100%	7.79%
25	Trail #15 JCT Trail #2	Trail #3	39	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Bicycle	1826.835736	1840.928721	0.35	Standard Terra Trail	Dirt	17	95	3	3	3	3	100%	100%	100%	100%	7.82%
26	Trail #15 JCT Trail #2	Trail #3	40	Trail #21 JCT Trail #22	Trail #2 JCT Trail #3	N/A	Pedestrian	133.22213	136.2884395	0.09	Standard Terra Trail	Dirt	38	N/A	3	3	3	3	100%	100%	100%	100%	8.84%

Original Trail Number	Original Bag Terminal	Original End Terminal	New Trail Number	New Bag Terminal	New End Terminal	Trail Name	Managed Use	Length (ft)	SD Length (ft)	Map Distance (mi)	Type	Tread Surface	Tread Width (ft)	Clearing Height (ft)	Reversal Class	Perfection Class	Horse Class	Bicycle Class	2001 ADA Compliance	2010 ADA Compliance	2010 ADA Compliance	Trail ADA Compliance	Avg Grade
26	Trail #18 JCT Trail #19	Parrett Mountain Road	43	Trail #40 JCT Trail #41	Trail #40 JCT Trail #41	N/A	Pedestrian	21,209,918	23,326,381	0.00	Standard Terra Trail	Dirt	31	N/A									0.0%
26	Trail #18 JCT Trail #19	Parrett Mountain Road	43	Trail #40 JCT Trail #41	Trail #40 JCT Trail #41	N/A	Pedestrian	3259,797,988	1267,211,872	0.34	Standard Terra Trail	Dirt	31	N/A									0.9%
26	Trail #18 JCT Trail #19	Parrett Mountain Road	43	Trail #40 JCT Trail #41	Trail #40 JCT Trail #41	N/A	Pedestrian	204,346,956	295,900,736	0.06	Standard Terra Trail	Dirt	31	N/A									0.4%
26	Trail #18 JCT Trail #19	Parrett Mountain Road	44	Trail #40 JCT Trail #41	Trail #40 JCT Trail #41	N/A	Pedestrian	453,808,559	407,746,463	0.08	Standard Terra Trail	Dirt	31	N/A									1.2%
27	Trail #26	Trail #25 JCT Trail #26	45	Trail #44 JCT Trail #45	Trail #44 JCT Trail #45	N/A	Bicycle	689,887,581	676,367,925	0.13	Standard Terra Trail	Dirt	31	4'	3	3	3	3	3	3	3	3	10.3%
28	Trail #26	Trail #26	46	Trail #44 JCT Trail #45	Trail #44 JCT Trail #45	N/A	Pedestrian	1396,802,627	1402,371,137	0.36	Standard Terra Trail	Grass	42	12'	3	3	3	3	3	3	3	3	8.3%
29	Trail #74	Trail #74	47	Trail #44 JCT Trail #45	Trail #44 JCT Trail #45	Burn's BO Field Loop	Pedestrian	712,869,641	713,578,443	0.14	Standard Terra Trail	Grass	57	N/A		3	3	3	3	3	3	3	4.9%
29	Trail #74	Trail #74	48	Trail #44 JCT Trail #45	Trail #44 JCT Trail #45	Burn's BO Field Loop	Pedestrian	195,807,824	195,971,412	0.04	Standard Terra Trail	Grass	57	N/A		3	3	3	3	3	3	3	5.3%
29	Trail #74	Trail #74	49	Trail #44 JCT Trail #45	Trail #44 JCT Trail #45	Burn's BO Field Loop	Pedestrian	477,493,134	478,166,679	0.09	Standard Terra Trail	Grass	57	N/A		3	3	3	3	3	3	3	6.2%
29	Trail #74	Trail #74	50	Trail #44 JCT Trail #45	Trail #44 JCT Trail #45	Burn's BO Field Loop	Pedestrian	444,35,300,24	444,688,806	0.08	Standard Terra Trail	Grass	57	N/A		3	3	3	3	3	3	3	3.9%
29	Trail #74	Trail #74	51	Trail #44 JCT Trail #45	Trail #44 JCT Trail #45	Burn's BO Field Loop	Pedestrian	598,821,029	599,135,194	0.11	Standard Terra Trail	Grass	57	N/A		3	3	3	3	3	3	3	6.3%
29	Trail #74	Trail #74	52	Trail #44 JCT Trail #45	Trail #44 JCT Trail #45	Burn's BO Field Loop	Pedestrian	562,399,173	563,308,069	0.11	Standard Terra Trail	Grass	57	N/A		3	3	3	3	3	3	3	8.1%
29	Trail #74	Trail #74	53	Trail #44 JCT Trail #45	Trail #44 JCT Trail #45	Burn's BO Field Loop	Pedestrian	5664,887,119	5674,734,022	1.07	Standard Terra Trail	Grass	57	N/A		3	3	3	3	3	3	3	6.0%
30	Trail #29	Trail #31	54	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	Donald T. Everett Family Heritage Trail	Horse	1715,322,539	1728,307,818	0.32	Standard Terra Trail	Natural Surface	57	7'			3	3	3	3	3	3	12.8%
31	Trail #30	Trail #29	55	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	Donald T. Everett Family Heritage Trail	Horse	167,802,145	168,666,855	0.05	Standard Terra Trail	Dirt	57	N/A		3	3	3	3	3	3	3	1.0%
31	Trail #30	Trail #29	56	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Horse	143,847,108	143,797,793	0.09	Standard Terra Trail	Dirt	57	N/A		3	3	3	3	3	3	3	1.4%
32	Trail #31	Trail #29	57	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	Donald T. Everett Family Heritage Trail	Horse	487,384,281	490,009,935	0.09	Standard Terra Trail	Dirt	57	N/A		3	3	3	3	3	3	3	1.8%
33	Trail #29	Trail #29	58	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	Linda Vista	Pedestrian	654,038,152	657,466,044	0.12	Standard Terra Trail	Natural Surface	38	10'	3	3	3	3	3	3	3	3	10.3%
34	Trail #29	Trail #29	59	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Horse	464,538,295	475,525,708	0.09	Standard Terra Trail	Dirt	38	N/A			3	3	3	3	3	3	10.3%
35	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	60	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	67,557,071	67,38,430,882	0.03	Standard Terra Trail	Dirt	38	N/A			3	3	3	3	3	3	4.8%
35	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	61	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	115,020,043	115,52,257,36	0.03	Standard Terra Trail	Dirt	38	N/A			3	3	3	3	3	3	11.8%
36	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	62	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	Forest Lower Loop	Pedestrian	670,951,936	674,892,263	0.13	Standard Terra Trail	Dirt	38	N/A		3	3	3	3	3	3	3	9.9%
36	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	63	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	Forest Lower Loop	Pedestrian	525,566,025	528,445,864	0.10	Standard Terra Trail	Dirt	38	N/A		3	3	3	3	3	3	3	3.7%
37	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	64	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	Forest Lower Loop	Pedestrian	293,435,095	297,858,081	0.08	Standard Terra Trail	Dirt	38	N/A		3	3	3	3	3	3	3	12.1%
39	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	65	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	Camp Lower Loop	Pedestrian	2741,426,46	3132,720,614	0.52	Standard Terra Trail	Dirt	38	7'	3	3	3	3	3	3	3	3	11.9%
40	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	66	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	603,158,512	636,885,678	0.12	Standard Terra Trail	Dirt	34	N/A		3	3	3	3	3	3	3	5.8%
41	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	67	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	197,36,0214	199,325,9411	0.04	Standard Terra Trail	Dirt	34	N/A		3	3	3	3	3	3	3	6.5%
41	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	68	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	713,649,081	718,515,234	0.13	Standard Terra Trail	Dirt	40	N/A		3	3	3	3	3	3	3	8.2%
42	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	69	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	377,901,674	387,228,7463	0.07	Standard Terra Trail	Dirt	34	N/A		3	3	3	3	3	3	3	4.3%
43	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	70	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	925,021,629	927,158,812	0.18	Standard Terra Trail	Dirt	34	10'	3	3	3	3	3	3	3	3	6.4%
44	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	71	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	133,387,845	138,07,487,02	0.09	Standard Terra Trail	Dirt	34	N/A		3	3	3	3	3	3	3	4.8%
45	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	72	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	Confusion Trail	Pedestrian	752,934,852	756,487,465	0.14	Standard Terra Trail	Dirt	34	N/A		3	3	3	3	3	3	3	10.5%
46	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	73	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	113,473,627	114,397,8463	0.07	Standard Terra Trail	Dirt	34	N/A		3	3	3	3	3	3	3	10.9%
47	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	74	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	112,889,905	297,31,103,31	0.02	Standard Terra Trail	Dirt	34	N/A		3	3	3	3	3	3	3	6.2%
48	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	75	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	441,753,251	453,617,2547	0.06	Standard Terra Trail	Dirt	34	10'	3	3	3	3	3	3	3	3	8.4%
49	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	76	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	336,360,983	337,79,089,28	0.02	Standard Terra Trail	Dirt	34	N/A		3	3	3	3	3	3	3	12.3%
50	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	77	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	N/A	Pedestrian	100,842,185	104,839,464	0.02	Standard Terra Trail	Dirt	34	N/A		3	3	3	3	3	3	3	11.3%
51	Trail #26 JCT Trail #27	Trail #26 JCT Trail #27	78	Trail #47 JCT Trail #48	Trail #47 JCT Trail #48	Bobcat Trail	Pedestrian	799,834,602	805,913,4881	0.15	Standard Terra Trail	Dirt	34	N/A		3	3	3	3	3	3	3	11.9%

Original Trail Number	Original Bag Terminal	Original End Terminal	New Trail Number	New Bag Terminal	New End Terminal	Trail Name	Managed Use	Length (ft)	SD Length (ft)	Map Distance (mi)	Type	Trail Surface	Trail Width (ft)	Clearing Height (ft)	General Purpose Class	Pedestrian Class	Horse Class	Bicycle Class	2001 ADA Compliance	2010 ADA Compliance	2012 ADA Compliance	Trail ADA Compliance	Avg Grade
51	Trail #48 JCT Trail #50	Trail #51	79	Trail #73 JCT Trail #83	Trail #80	Bubcat Trail	Pedestrian	55,779,941.34	63,551,457.78	0.05	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	10.80%
52	Trail #51	Trail #53 JCT Trail #54 JCT Trail #50	80	Trail #79	Trail #80	The Bottom Loop	Pedestrian	1349,381,135	1383,653,879	0.25	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	10.80%
53	Trail #52 JCT Trail #54 JCT Trail #50	Trail #57	81	Trail #80 JCT Trail #83 JCT Trail #80	Trail #88 JCT Trail #90	BA Way	Pedestrian	132,167,072	133,363,034	0.08	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	1.00%
54	Trail #52 JCT Trail #53 JCT Trail #50	Trail #57 JCT Trail #59	82	Trail #80 JCT Trail #83 JCT Trail #80	Trail #84 JCT Trail #85	Parrot's Upper Loop	Pedestrian	383,855,6494	403,985,7328	0.07	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	21.71%
55	Trail #56 JCT Trail #57	Trail #54	83	Trail #82 JCT Trail #85	Trail #84 JCT Trail #85	Kimball Creek Trail	Pedestrian	808,567,3784	816,849,4386	0.15	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	4.25%
56	Trail #58	Trail #57 JCT Trail #58	84	Trail #83 JCT Trail #85	Trail #84	N/A	Pedestrian	66,154,9339	72,454,2437	0.03	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	3.20%
56	Trail #59	Trail #57 JCT Trail #58	85	Trail #83 JCT Trail #85	Trail #84	N/A	Pedestrian	156,9304,456	158,418,6415	0.04	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	4.80%
57	Trail #56 JCT Trail #58	Trail #58	86	Trail #82 JCT Trail #85	Trail #83	Forest Upper Loop	Pedestrian	29,729,38397	28,284,12554	0.05	Standard Terra Trail	Dirt	35	1.02	3	3	3	3	3	3	3	3	1.02%
58	Trail #56 JCT Trail #57	Trail #55	87	Trail #82 JCT Trail #85	Trail #83	Ed Gentry's Loop	Pedestrian	357,864,0639	358,588,0046	0.07	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	3.50%
59	Trail #52 JCT Trail #58	Trail #53 JCT Trail #52	88	Trail #83 JCT Trail #85	Trail #84 JCT Trail #85	Dan's Field Loop	Pedestrian	969,443,4071	970,020,4342	0.18	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	6.79%
59	Trail #53 JCT Trail #58	Trail #53 JCT Trail #52	89	Trail #84 JCT Trail #85	Trail #85	Dan's Field Loop	Pedestrian	585,805,749	586,596,4104	0.15	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	7.20%
60	Trail #52 JCT Trail #53 JCT Trail #54	Trail #52 JCT Trail #52	90	Trail #83 JCT Trail #85	Trail #82	Willard's Way	Pedestrian	750,458,2817	876,780,153	0.14	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	11.14%
61	Trail #60 JCT Trail #63	Trail #62 JCT Trail #62	91	Trail #86 JCT Trail #87	Trail #87 JCT Trail #88	N/A	Pedestrian	104,254,1519	104,566,2354	0.02	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	2.94%
62	Trail #60 JCT Trail #63	Trail #64	92	Trail #86 JCT Trail #87	Trail #88	Tomcat Trail	Pedestrian	832,859,9452	1054,333,196	0.06	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	8.01%
63	Trail #62 JCT Trail #64	Trail #61	93	Trail #86 JCT Trail #87	Trail #88	N/A	Pedestrian	159,275,1382	181,75,7676	0.03	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	1.60%
64	Trail #62 JCT Trail #63	Trail #63	94	Trail #86 JCT Trail #87	Trail #88	N/A	Pedestrian	232,597,0700	434,633,619	0.04	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	2.01%
65	Trail #64 JCT Trail #66	Trail #64 JCT Trail #69	95	Trail #86 JCT Trail #87	Trail #88	Corbin's Upper Loop	Pedestrian	744,722,7327	1341,362,7794	0.14	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	3.82%
66	Trail #64 JCT Trail #65	Trail #61 JCT Trail #67	96	Trail #86 JCT Trail #87	Trail #88	N/A	Pedestrian	227,1017,809	415,9007,858	0.04	Standard Terra Trail	Dirt	35	N/A	3	3	3	3	3	3	3	3	15.20%
66	Trail #64 JCT Trail #65	Trail #61 JCT Trail #67	97	Trail #86 JCT Trail #87	Trail #88	Dan's Field Loop	Pedestrian	285,374,8844	289,644,1154	0.05	Standard Terra Trail	Natural Surface	47	N/A	3	3	3	3	3	3	3	3	6.10%
67	Trail #63 JCT Trail #65	Trail #63 JCT Trail #65	98	Trail #86 JCT Trail #87	Trail #88	Dan's Field Loop	Pedestrian	688,640,149	688,364,222	0.13	Standard Terra Trail	Natural Surface	47	N/A	3	3	3	3	3	3	3	3	10.12%
68	Trail #55 JCT Trail #59	Trailhead Parking Lot	99	Trailhead Parking Lot	Trail #100 JCT Trail #101	Dan's Field Loop	Pedestrian	14,676,48057	14,676,48052	0.00	Standard Terra Trail	Natural Surface	3	N/A	3	3	3	3	3	3	3	3	9.50%
68	Trail #55 JCT Trail #59	Trailhead Parking Lot	100	Trail #89 JCT Trail #91	Trail #89	Dan's Field Loop	Pedestrian	642,9704,199	644,407,4758	0.16	Standard Terra Trail	Natural Surface	30	N/A	3	3	3	3	3	3	3	3	4.38%
69	Trailhead Parking Lot	Trail #66 JCT Trail #70	101	Trail #89 JCT Trail #91	Trail #90	Dan's Field Loop	Pedestrian	1872,7427,84	2287,987,871	0.35	Standard Terra Trail	Grass	49	N/A	3	3	3	3	3	3	3	3	4.42%
70	Trail #66 JCT Trail #69	Trail #73 JCT Trail #72	102	Trail #89 JCT Trail #91	Trail #90	N/A	Pedestrian	69,568,4669	260,31,25767	0.05	Standard Terra Trail	Natural Surface	60	N/A	3	3	3	3	3	3	3	3	1.80%
71	Trail #70 JCT Trail #72	Trail #42 JCT Trail #43	103	Trail #89 JCT Trail #91	Trail #90	N/A	Pedestrian	36,847,13,587	218,111,3133	0.01	Standard Terra Trail	Dirt	47	N/A	3	3	3	3	3	3	3	3	4.30%
71	Trail #70 JCT Trail #72	Trail #42 JCT Trail #43	104	Trail #89 JCT Trail #91	Trail #90	Corbin's Field Loop	Pedestrian	2320,5287,69	2320,5287,69	0.44	Standard Terra Trail	Grass	47	N/A	3	3	3	3	3	3	3	3	5.79%
72	Trail #71	Trail #70 JCT Trail #72	105	Trail #89 JCT Trail #91	Trail #90	Corbin's Field Loop	Pedestrian	2096,23087	2096,23087	0.40	Standard Terra Trail	Grass	34	N/A	3	3	3	3	3	3	3	3	6.32%
73	Trail #44 JCT Trail #45	Trail #42 JCT Trail #43	106	Trail #89 JCT Trail #91	Trail #90	N/A	Pedestrian	43,295,49,345	390,65,39655	0.01	Standard Terra Trail	Dirt	54	N/A	3	3	3	3	3	3	3	3	1.00%
74	Trail #33 JCT Trail #36	Trail #38	107	Trail #89 JCT Trail #91	Trail #90	N/A	Pedestrian	107,834,024	109,836,2376	0.03	Standard Terra Trail	Dirt	62	N/A	3	3	3	3	3	3	3	3	8.42%
74	Trail #33 JCT Trail #36	Trail #38	108	Trail #89 JCT Trail #91	Trail #90	N/A	Pedestrian	203,303,773	553,836,543	0.10	Standard Terra Trail	Dirt	62	N/A	3	3	3	3	3	3	3	3	13.64%

Parks Summary

Month of: January / February 2023

Park Name	Hours worked	January 12 - February 15
Armory	26.00	
Billick/Dundee	5.00	
CAFC	420.00	
Cultural Center	16.00	
Chehalem Valley M.S	0.00	
College	3.00	
Community Center	12.00	
Crabtree	4.00	
Crater Ballfields	20.00	
Dundee River Park	0.00	
Elliott Road	87.00	
Ewing Young	20.00	
Falcon Crest Park	2.00	
Fortune Park	2.00	
Friends Park	12.00	
Tom Gail Park	9.00	
Gladys Park	12.00	
Chehalem Glenn G.C.	414.00	
Herbert Hoover Park	24.00	
Jaquith Park	64.00	
Jaquith Ball Fields	16.00	
Memorial/Scout House	18.00	
Mountainview	0.00	
Oak Knoll Park	40.00	
Oaks Park	2.00	
Brillas Park	8.00	
Pre-School	12.00	
Pride Gas	3.00	
Renne Fields	0.00	
Rilee Park	180.00	
Rotary Park	16.00	
Sander Park	4.00	
Schaad Park	2.00	
Scott Leavitt Park	4.00	
Senior Center	72.00	
Spring Meadow	2.00	
Waste Mngt	2.00	
vacation/holiday/sick/comp	267.00	
Wilsonville Property	96.00	
Youth Building	2.00	
Other Properties (PCC)	50.00	
<u>Total</u>	1948.00	

Parks Activity Report, December / January 2023

Sander Estate Park

We received an opportunity to accept a Grant for the Sander Estate Park development through the Local Government Grant program (\$175,000.00), match that up with the \$340,000 in SDCs originally included in the LGGP project budget as Match, plus an additional \$30,000 in SDCs, which totals \$545,000. Then the \$545,000 amount can be applied as 50% Match to the LWCF for a \$545,000 Grant, for a total of \$1,090,000, which was the total cost of the original project submitted to the LGGP. We do need to start development of the Park even without receiving the funding and continue to have discussions and confirm what sort of funding and cost sharing we can negotiate with Dundee. Tourism through hotel tax and Urban renewal money could assist with street improvements in this area. Kat, Bryan and I have been working on the L&CG.

Crabtree park

We have been working with Page Knudsen, Yamhill County with a culvert repair on Knudsen lane at the entrance to the Park. We had submitted an ODFW fish passage exemption request with our consultant AKS Engineering. The Oregon Fish Passage Task Force (Task Force) met February 25th and did not discuss our exemption request. AKS will now propose to ODF&W that we replace the culvert and change the grade of the stream bed section of the culvert to as close to their recommendations as possible to improve fish habitat. I recently learned that the County has not signed the easement with Paige Knudsen and have asked John Bridges to contact the County attorney regarding this easement. I have been in contact with Paige and we will be submitting documents for ODF&W to approve once the easement is in place..

Aquatic and Fitness Center,

Work on the Aquatic Center Aermec modifications has been completed. We have not shut down the facility to accomplish this. I would say it is 100% complete. Recently we discovered an isolation Valve leak in the hydronics system and a leak in a control well (located on the rooftop that we will need to have repaired before we can run the system. We will have the system operate for a period of time before Commissioning can be completed.

Cultural Center

Sean Andries, Rick Lee, Jennifer Marsicek and myself gathered to discuss the timeline for the future remodel of the Chehalem Cultural Center which entails the main entry staircase, Theater renovations and an open movement Studio. We held a pre-app meeting with the City where a lot of parking conditions were brought up as they had done during previous development and been allowed Variances from Development Code. The City is requiring a Traffic study / Traffic Impact Analysis (\$8000) and Right of way improvements for the replacement of all ADA curb ramps on the site frontage as well as sidewalk replacement on three frontages around the cultural Center which could be as high as \$115,000.

Development GreenWorks has been working on the Newberg Dundee Bypass Trail Project. We have been involved with ODOT, City of Newberg with discussions and preliminary tasks such as, surveying, archeological assessment, wetlands delineation, Geotechnical report. GreenWorks have determined the bridge placement and length (570'). The City of Newberg has provided \$25,000.00 for engineering services on the River St. portion of the project and has waived all fees associated for NDBT. Plan set is currently at 60% Design. the Oregon Community Paths Program (ODOT) Agreement Number 34902, Amendment No. 02 allowing CPRD and its contractors the right to work within the ROW of the Newberg-Dundee Bypass. We have received

We continue to work with GreenWorks on the development of the 219 property. Don has updated our Park Masterplan (2010 last updated). We have Matt Hastie (MIG) to work along with John Bridges and the District to have the masterplan adopted by Yamhill County to have zoning changed for the Heritage Trails Campground site. We held a preliminary meeting with County Planning and are basing our submission to the

County on their requirements. John Bridges and Matt Hastie have recommended that we propose a Sub-Area Plan approach for submission to the County. CPRD will be asking Yamhill County to adopt this Sub-Area Masterplan in order to allow us to move forward with the other land use applications associated with the campground. They have added more text and graphics, a cover, and maps of proposed park and recreational facilities (including trails) in the Sub-Area. The document was completed and submitted to the County before the holiday. As to date no word from the County.

The site plans and general land use application forms for the Ewing Young Bridge are completed. We have submitted the land use along with our Sub-Area Masterplan to the County. We have received some preliminary designs of the Renne field conversion from natural to synthetic turf which were handed out last minute of the April BOD meeting. I have given Dr. Phillips the lease agreement for the School District to review for Renne field to sign an Agreement with CPRD for the use of the field. We have engaged in some preliminary discussions with Doug Rux, as far as land use: Type II Review.

Trails

The Heritage Trails Committee has been working with CPRD on the development of trails within the District to assess and offer assistance to the Chehalem Heritage Trails Masterplan, which seems to be an evolving plan based on opportunities. Don drafted and we posted the RFQ for the Bob and Crystal Rilee Park for a list of Qualified applicants to be selected for the Masterplan for the park. Quentin Comus has provided CPRD, through his internship at OSU, GIS mapping of all of the trails, recommended signage for the trails based on the USFS for trail classifications.

Ewing Young

Ryan Storfa, (New President CVBMX), contacted me regarding the Ewing Young BMX Track. The Secretary of State paperwork finally went through for their registration with the State as a non-profit and the website was updated with new information. CVBMX will require an operating agreement between Chehalem Park & Recreation District and CVBMX. Their insurance through USA BMX does require a land use agreement before they will switch the insurance over to the New track operator. John Bridges is currently working on the updated Agreement between CPRD and CVBMX. Ryan has mentioned to me that they would be interested in seeking sponsorship for the Track in the form of advertising that would be installed at the track with our approval.

Parks

Storm damage cleanup, Trails cleanup, mulching, Playground maintenance, Restroom Repairs, Building repairs maintenance, Greenhouse improvements, graffiti removal, greenhouse planting, equipment maintenance, burning, trail maintenance, budgeting, planning.

Golf Course

Driving Range improvements, course cleanup, stump grinding, drainage, budgeting, planning, equipment repairs/replacement, mowing, drainway clearing, mulching, PCC,

Friends Park

I have been working with Pat Darby on swapping a buildable lot for 5 acres of property adjacent to Friends Park. The conversion will require a zoning change within the City for him to be able to construct a residence. I've told Pat that Chehalem Park & Recreation District is willing to cooperate for the conversion of the Friends Park property. We will agree to sign the land use application (to partition and zone change of the Friends Park property), allow the surveyor onto the property to do the partition work CPRD will pay for the appraisals of the property. The surveying and land use work will be his responsibility. He has asked for a pre-app meeting with the City to determine if he still wants to proceed.

Activity Financial Report Jan 2023						\$69,228.14 Fringe benefits			
						\$687,872.80 Total expenditures with fringe benefits			
Activity Financial Report Jan 2023				Department - Aquatics 451					
REVENUE		Jan '22	Jan '23	Yr to Date 21/22	Yr to Date 22/23	Year End 20/21	Year End 21/22	Est June 22/23	
Aquatics - 451:									
451.003 Youth Fitness									
451.004 Gray & Golden		\$120.00	\$284.00	\$848.00	\$712.00	\$328.00	\$1,651.00	\$1,738.00	
451.006 Group Fitness (Studio)		\$16.00	\$112.00	\$424.00	\$1,119.50	\$302.00	\$1,800.00	\$970.00	
451.007/291 Water Exercise		\$128.00	\$84.50	\$1,764.00	\$716.50	\$1,186.00	\$2,252.00	\$4,200.00	
451.008 Weight Training		\$1,620.00	\$1,915.00	\$5,834.00	\$6,245.00	\$4,106.00	\$8,199.00	\$13,004.00	
451.011 Private Swim Lessons		\$4,016.00	\$2,568.00	\$29,138.00	\$22,462.91	\$10,206.30	\$41,710.50	\$51,188.00	
451.012 Optum Fitness Advantage*		\$1,264.00	\$1,888.00	\$6,992.00	\$11,608.00	\$4,316.00	\$15,004.00	\$16,975.00	
451.013 Water Safety		\$90.00	\$400.00	\$1,450.00	\$2,785.00	\$7,489.65	\$4,150.00	\$6,225.00	
451.014 SilverSneakers - Tivty*		\$254.50	\$359.50	\$2,001.00	\$1,986.00	\$2,070.28	\$3,166.00	\$4,500.00	
451.015 Silver&Fit - ASH*		\$4,116.00	\$4,267.20	\$21,018.00	\$32,988.90	\$26,428.12	\$45,989.70	\$65,888.00	
451.016 Water Polo		\$6,377.50		\$7,017.50	\$20,760.00	\$5,290.00	\$8,807.50	\$18,650.00	
451.017 GFU				\$42,763.50	\$29,039.00	\$18,935.00	\$54,872.50	\$45,600.00	
451.018 Newberg High School									
451.019 School Districts						\$1,784.17	\$2,706.00		
451.020 Locker Income									
451.021 Locker Rental									
451.023 Pool Rental		\$2,575.00	\$5,355.00	\$17,796.25	\$27,400.00	\$55,774.74	\$34,827.25	\$19,042.00	
451.024 Classroom Rental		\$486.25	\$2,543.25	\$4,246.25	\$8,675.75	\$150.00	\$11,576.25	\$8,995.00	
451.025 Sauna/Spa		\$40.50	\$223.00	\$172.00	\$1,349.50		\$1,562.50	\$5,490.00	
451.026 Special Events									
451.027 Repasses									
451.061 Vending					\$1,012.33	\$339.55	\$637.85		
451.200 Aquatics Misc			\$1.00		\$86.63	\$480.00	\$11.22	\$6,500.00	
451.280 Sales		\$353.00	\$899.50	\$3,970.19	\$3,590.50	\$2,475.49	\$6,478.19	\$21,500.00	
451.281 CST/CVA			\$11,223.85		\$30,433.47	\$26,678.21	\$36,573.02	\$145,071.00	
451.282 Swim Lessons		\$21,971.20	\$2,120.00	\$96,657.50	\$66,651.50	\$56,283.50	\$170,250.25	\$15,513.00	
451.283 Lap Swim		\$1,015.50	\$657.50	\$7,613.00	\$4,614.50	\$24,526.00	\$11,174.50	\$15,513.00	
451.284 Public Swim		\$3,563.50	\$6,172.50	\$52,226.50	\$54,405.50	\$33,598.50	\$97,852.00	\$128,875.00	
451.285 Equipment Rental									
451.286 Membership Sales		\$47,421.74	\$56,217.70	\$199,738.44	\$327,696.86	\$137,726.88	\$410,376.14	\$342,380.00	
451.287 Weight Room		\$1,228.50	\$1,996.00	\$11,557.00	\$12,897.00	\$9,818.09	\$20,974.00	\$20,152.00	
451.289 Punch Cards - General		\$3,890.50	\$4,294.00	\$23,711.50	\$25,144.00	\$23,338.50	\$41,367.55	\$40,794.00	
451.290 Gift Certificates									
451.292 Preschool Swim Lessons									
451.294 SUP Yoga								\$1,020.00	
451.296 Patio Rental								\$4,750.00	
451.297 Facility Rental				\$357.50	\$457.50		\$625.00	\$1,540.00	
451.293/425 Basketball Court		\$1,855.50	\$5,656.50	\$9,160.50	\$13,288.50	\$1,694.00	\$15,001.50	\$15,795.00	
451.285/426 Pickleball Court		\$19.50	\$143.00	\$130.50	\$386.00	\$26.00	\$198.00	\$350.00	
451.021/427 Volleyball Court								\$50.00	
451.428 SkyTrack									
451.429 Fencing		\$250.00	\$1,213.00	\$1,738.00	\$5,592.00	\$240.00	\$4,227.76	\$2,500.00	
451.666 CC Fees									
TOTAL AQUATIC REVENUE		\$102,672.69	\$110,594.00	\$548,325.13	\$714,104.35	\$455,590.98	\$1,054,191.18	\$1,009,255.00	

Activity Financial Report - Jan 2023		Department - Aquatics 451						
EXPENDITURES		Jan 22	Jan 23	Yr to Date 21/22	Yr to Date 22/23	Year End 20/21	Year End 21/22	Est June 22/23
<u>Aquatics - 451: Personnel Services</u>								
<u>Personnel Services</u>								
Aquatic Supervisor	\$1,649.42	\$1,888.92	\$11,280.34	\$13,112.78	\$18,087.06	\$19,629.26	\$22,667.00	
Aquatic Coordinator	\$4,018.96	\$4,870.40	\$27,211.42	\$33,691.89	\$47,887.68	\$47,554.32	\$61,367.00	
Aquatics Specialist	\$3,306.42	\$4,207.22	\$22,375.20	\$29,020.55	\$38,978.32	\$39,111.40	\$48,083.00	
Guards	\$11,269.18	\$20,707.31	\$103,636.30	\$144,153.35	\$96,234.31	\$161,174.16	\$251,160.00	
Instructors	\$2,680.13	\$3,378.59	\$35,820.13	\$44,415.10	\$22,257.76	\$54,878.44	\$101,674.00	
Group Fitness Instructors	\$785.07	\$1,463.60	\$5,436.69	\$11,461.62	\$8,135.43	\$11,472.88	\$18,756.00	
Personal Trainer	\$233.34	\$121.55	\$1,931.71	\$1,700.93	\$1,541.17	\$3,186.43	\$3,848.00	
FC Monitor	\$1,217.33	\$3,757.24	\$8,381.54	\$30,094.69	\$29,666.44	\$17,355.67	\$25,116.00	
Lead Guard	\$215.34	\$775.78	\$4,466.81	\$6,014.62	\$4,835.35	\$6,791.76	\$42,331.00	
Child Minder							\$25,116.00	
Total Personnel Services	\$25,375.19	\$41,170.61	\$220,540.14	\$313,665.53	\$267,613.52	\$361,154.32	\$600,118.00	
							\$180,332.00	
							\$780,450.00	
<u>Materials & Services:</u>								
Office Supplies	\$605.35	\$485.55	\$2,438.19	\$3,198.90	\$4,220.66	\$4,582.86	\$5,510.00	
Postage Supplies	\$48.69	\$64.20	\$154.66	\$154.30	\$131.97	\$207.37	\$450.00	
Program Supplies	\$50.00	\$250.69	\$11,276.90	\$10,575.61	\$16,357.60	\$15,822.67	\$18,915.00	
Small Tools					\$75.86			
Chemical & Agricultural Supplies	\$1,924.17	\$1,973.67	\$17,581.43	\$25,984.80	\$33,708.33	\$47,620.19	\$30,800.00	
Store Supplies			\$3,670.79	\$2,179.53	\$2,403.54	\$4,250.99	\$7,500.00	
Gas & Oil Supplies								
Classifieds							\$625.00	
Brochure							\$1,450.00	
Flyers	\$56.05	\$99.25	\$718.75	\$379.50	\$676.61	\$999.00	\$4,850.00	
Professional Dues	\$128.49	\$182.42	\$1,972.84	\$4,374.18	\$4,163.75	\$3,742.01	\$5,340.00	
Conference/Workshops			\$328.00		\$179.04	\$328.00	\$1,450.00	
Staff Mileage					\$82.61		\$350.00	
Staff Expenses	\$9.37	\$9.37	\$163.87	\$53.11	\$1,396.79	\$212.22	\$1,000.00	
<u>Utilities:</u>								
Electricity	\$17,335.19	\$19,707.12	\$102,851.13	\$130,605.12	\$224,768.44	\$179,471.27	\$207,833.00	
Natural Gas	\$8,902.93	\$5,154.65	\$32,926.16	\$27,414.68	\$47,457.38	\$75,975.86	\$69,764.00	
Water/Sewer	\$884.67	\$5,378.23	\$5,308.02	\$39,966.08	\$46,854.56	\$10,869.24	\$29,825.00	
Telephone	\$769.04	\$389.26	\$4,783.57	\$2,692.38	\$4,376.92	\$7,240.98	\$8,700.00	
Fees (activenet/bank/cc)	\$6,787.13	\$6,872.63	\$38,412.41	\$48,152.60	\$31,981.15	\$65,931.60	\$62,625.00	
Internet & Communication	\$417.21		\$417.21	\$1,154.93	\$1,384.20	\$642.21	\$1,067.00	
Data Storage & Backup							\$45.00	
Video & Online Photography	\$38.16	\$133.56	\$133.56	\$228.96	\$267.12	\$190.80	\$210.00	
Online Advertising			\$32.92			\$32.92	\$262.00	
Ground Maint/Repairs								
Program Contracts 451,380,003	-\$85.48	\$6,244.74	\$6,104.38	\$7,267.83	\$403.45	\$7,915.21	\$22,000.00	
Insurance Services	\$41,845.30		\$42,225.66	\$290.62	\$37,674.92	\$42,225.66	\$46,449.00	
Refunds		\$200.00	\$69.75	\$306.00	\$1,089.00	\$1,069.75	\$450.00	
Total Materials & Services	\$79,716.27	\$47,145.34	\$271,570.20	\$304,979.13	\$459,653.90	\$469,330.81	\$527,470.00	
TOTAL AQUATIC EXPENDITURES	\$105,091.46	\$88,315.95	\$492,110.34	\$618,644.66	\$727,267.42	\$830,485.13	\$1,307,920.00	

Activity Report – Department 451

January 2023

Aquatic & Fitness Center

- Facility remained open 7 days a week. Pool was closed on January 1st like every year. We extended our opening hours by 15 minutes since patrons are in the facility anyways. We now open 5:00 am Monday – Friday.

Fitness Center

- Regular winter drop-in schedule continued for the sports courts and weight room.
- January 3rd we started our Table Tennis Program. It had a slow start, but we are seeing more people use them when we set them up. Several patrons have expressed their excitement over this new program.
- We held CPRD Basketball in our gymnasium twice in January. The gym was a busy place those two Saturday's, but everything went well.

Aquatic Center

- January schedule kept us busy with new classes, public swims and swim lessons all month long.

Facility Building maintenance

- Lifeguards are keeping up with checking the fire extinguishers each month so the maintenance crew does not have to worry about them.
- Our HVAC System is still being worked on. It's an ongoing issue that really needs a solution. Natatoriums have been too cold temperature wise at times.
- The comp pool defender has been shutting off periodically at certain times. Maintenance is trying to figure out what is causing this to happen.
- Sauna floors/mats were removed in both saunas. They were getting smelly (men's) and hard to keep clean. We decided to go down to just the concrete so we can sanitize it and keep it clean easier.
- Health inspector came on January 30th and took chem checks and inspected our facility. We passed and things seemed to be in order.

Memberships

- Memberships are definitely up and new patrons are making our facility their workout place more and more.
- Management still monitors patron check-ins to make sure expired passes are taken care of.
- Insurance memberships all expired at the end of January. Front desk is working to verify them all and extend their expirations out one more year.

Program Development & Registration

- Fencing classes started January 9th. We are running an advanced youth fencing class and another adult class this round. There is another session that will start up in March that is open for registrations for the Spring.
- Winter swim lessons are full to capacity and our private lesson waiting list keeps growing.
- Table Tennis started on January 3rd. Patrons are starting to use them more and more.

- Victory Academy School started swim lessons at our facility on January 31st. They will continue through February.
- Saturday, January 14th we held a Saturday Sampler in the gymnasium. This show cased a 20 minute sample of all of our group fitness classes. We allowed anyone, even non-members, to come and try out each class. This was successful event with groups of 40-50 people joining each class to give it a try. Our group fitness classes have seen their numbers grow due to this exposure.

Clubs/Teams

- Chehalem Swim Team's practices continued all month of January.
 - CST held their big Shark Chase meet on January 6-8. They rent out both pools and use the leisure side for the athlete staging. It was a successful event.
- GFU swim team practiced most of the month of January after returning from their Christmas Break.
 - GFU held a meet at our facility on January 20th. It was a successful event.
- NHS Swim team practice continued through the month of January
 - NHS hosted 3 home swim meets in our facility on January 5, 26, 31.
- Sherwood High School swim team completed their rental time at our facility in January.
- NWPC is starting up practices again gearing up for their next season.

Aquatic & Fitness Center Staff

- Lifeguards are still tentative with their schedules and we have 10 graduating seniors this year. Management is working on putting together a Spring break lifeguard class to hire for the summer and hopefully be able to replace the guards we will be losing.
- The need for Swim lesson instructors is becoming an issue we need to focus on. We are trying our best to build that program back up, but finding staff has been hard!

Rentals & Special Events

- Private Leisure Pool Parties
 - We had eleven weekend pool rentals in January, including several classroom rentals.
- We hosted one No school public swims in January. The public is really enjoying these daytime swims when there is no school.
- Portland Parks crew came and toured our facility. They are building a new facility and wanted to know about ours.

Management Projects

- Manager has monitored patron check-ins all month of January to make sure that expired memberships are being caught and taken care of.
- Management created a Membership information brochure that will be handed out with every new membership and as an informational piece. This way we can make sure that new patrons are being informed of the rules where it applies to kids in the pool and weight room areas. What ages can and cannot use these areas on their own and when they need adult supervision. We hope it helps with the complaints we have gotten that they were not informed of these things when they took out their membership.
- Management continued working on the 2023-2024 CPRD budget.
- Kept up with the ordering of Janitorial supplies and made sure we have everything in stock.

- Management kept up with 451- AP.
- Management did step out on deck to guard a few times in January due to staff illness and last minute schedule changes for staff.
- Management worked with the maintenance crew and ordered AED pads for the entire district to make sure none were expired and all of our AED's are in good working order.

Financial Reports

- Detailed January financial reports are attached.

EXPENDITURES Yr to Date '22/23	REVENUE Yr to Date '22/23
\$618,644.66 Raw value	
\$69,228.14 Fringe benefits	
\$687,872.80 Total expenditures with fringe benefits	\$714,104.35 Projected Revenue 22-23 = \$1,009,255.00
Difference between Expenditures & Revenue	\$26,231.55

Respectfully Submitted by,
Wendy Roberts, Aquatic Coordinator
Chehalem Aquatic & Fitness Center



Adult Sports

February 2023 Activity Report, Department 452

Department 452 Participation Tracking	January 2023	
Activity	Participants	Participant Hours
Total	00	00
Department 452 Financial Tracking	January 2023	
Supervisory Staff Expense	300	
Administrative Staff Expense	260	
Part Time Staff Expense	00	
Material Expense	685.00	
Total Expense	1245.00	
Program Revenue	00	
Net	(1245.00)	
Cost Per Participant	00	
Cost Per Participant Hour	00	

Department 452 – Adult Sports

The Camellia Run registration opened in January

The next scheduled adult sports program is League Basketball starting in March 2023



Youth Sports

February 2023 Activity Report, Department 453

Department 453 Participation Tracking	January 2023	
Activity	Participants	Participant Hours
Travel Team Basketball	90	1100
Junior Tiger Basketball	370	900
Little Tiger	247	950
Totals	707	2950

Department 453 Financial Tracking	January 2023	
Supervisory Staff Expense	13800	
Administrative Staff Expense	2300	
Part Time Staff Expense	650.00	
Program/Materials Expense	7955.00	
Total Expense	24705.00	
Program Revenue	5085.00	
Net	(19620.00)	
Cost Per Participant	(27.80)	
Cost Per Participant Hour	(6.65)	

Department 453 – Youth Sports

The CPRD travel/tournament basketball teams played in 10 tournaments in January.

Games started for the 38 Junior Tiger teams in January.

The CPRD Little Tiger program (K-2) tipped off on January 14.

We have 707 players participating in our winter basketball programs. Enrollment is 15% higher than last winter.

Registration has opened for spring soccer, track & field, and Lacrosse

January 2023 Board Report
 454-Recreation
 456-Senior Center
 457-Community School

454 Recreation	January 2023	Year to Date
Supervisory Staff Expense	\$755.56	\$5,259.02
Recreation Coordinator	\$2,556.97	\$17,688.03
Part Time Staff Expense	\$1,522.91	\$21,607.79
Fringe	\$2,574.09	\$15,413.69
program Expense	\$1,137.57	\$27,565.89
Utilities/Insurance Expense	\$169.60	\$672.28
Total Expense	\$8,716.70	\$88,206.70
Program Revenue	\$7,158.00	\$86,140.52
Rental Revenue	0	0
Net	\$1,558.70	\$2,066.18

456 Senior Center	January 2023	Year to Date
Supervisory Staff Expense	\$377.78	\$2,455.57
Recreation Coordinator	\$1,022.79	\$6,822.01
Senior Center Specialist	\$3,139.18	\$22,013.73
Part Time Staff Expense	0	0
Fringe	\$3,967.36	\$22,956.55
program Expense	\$863.66	\$5,510.21
Utilities/Insurance Expense	\$3,388.33	\$20,938.76
Total Expense	\$12,759.10	\$80,696.83
Program Revenue	\$564.90	\$19,980.90
Rental Revenue	\$23,155	\$56,824.91
Total Revenue	\$23,719.90	\$76,805.81
Net	-\$10,960.80	\$3,891.02

457 Community School	January 2023	Year to Date
Special Services Supervisor	\$906.67	\$6,345.64
Recreation Coordinator	\$511.35	\$3,323.96
Part Time Staff Expense	0	\$277
Fringe	\$858.96	\$5,356.38
Program Expense	\$231.70	\$13,586.98
Utilities/Insurance Expense	\$133.63	\$229.08
Total Expense	\$2,642.31	\$28,889.96
Program Revenue	\$3,936.00	\$25,602.95
Net	-\$1,293.69	\$3,287.01

Fall/Winter Gymnastics is doing well.

75 registered in Oct Gymnastics.

70 registered in November.

40 Registered in December.

82 registered in January.

Father Daughter Dance Update.

Although preparation for our annual dance started in November, advertisement for the dance began in January. Last year's dance saw very low enrollment for the dance. Totaling 101 and participants in 2022. Which is less than 1/2 of a typical year. I will report a final registration total on our next activity report but with 2 weeks before the dance, we have beaten last year's registration by 50 participants.

Weight watchers is a facility rental at the senior center. After a long absence due to Covid, this group has rejoined the facility in order to conduct group assessments and member coaching. This group meets weekly at the senior center and is averaging 40 guests per night.

In person dinning returns to the senior center: Northwest Senior and Disability Services is our active partner in senior meals distribution and meals on wheels. Our program serves congregate lunches every Monday and Wednesday at the senior center. Additionally we coordinate meals on wheels deliveries Mondays – Fridays. Currently we are averaging 80 home delivered meals per day.

After a very long break in community school programming, I am happy to share that community school programs launched in January and participation has gone very well.

- World of Percussion has 3 students registered.
- Capoeira/tumbling has 5 students registered.
- Science Matters has 11 students registered.
- Chess wizards has 13 students registered.
- Guitar has 13 students registered.
- Ukulele has 15 students registered.
- Dodgeball Club has 30 registered.
- And our Community School Choir program takes the leads the pack with 31 students registered.

Respectfully submitted by:
 Matthew Compton
 Recreation Coordinator

Jan. 2023 Activity Report

455 Care	January 2023	Fiscal Year To Date
Supervisory Staff	755.56	5,259.02
Recreation Coordinator	1,022.79	7,181.97
Care Director	3,634.36	25,178.14
Care Technician	0.00	0.00
Part Time Staff Expense	20,688.16	177,797.41
Fringe	8,085.04	46,164.86
program Expense	7,295.95	42,821.77
Utilities Expense	0.00	0.00
Total Expense	41,481.86	304,403.17
Program Revenue	70,285.83	343,854.88
Rental Revenue	0.00	0.00
Net	-28,803.97	-39,451.71

For the month of January, the staff of the grade school aged childcare program are doing winter themed games, crafts and activities. They have been able to get outside to play on the play equipment between the rainy days.

Our program is maintaining with 180 fulltime and part time kids.

The Pre-K childcare program continues to grow.

In the month of January, the kids continue to learn their numbers, letters and what it means to be a friend.

The staff have been planning winter themed crafts.

The Bonnie Benedict preschool are working on our numbers and being friends to each other.

474 Pre School	January 2023	Fiscal Year To Date
Supervisory Staff	0.00	0.00
Admin Staff Expense	0.00	0.00
Pre School Instructor	3,634.36	25,178.14
Fringe	1,762.87	10,326.54
program Expense	106.66	1,342.78
Utilities Expense	621.38	3,277.99
Total Expense	\$6,442.49	41,672.69
Program Revenue	0.00	10,023.08
Rental Revenue	0.00	0.00
Net	\$6,442.49	31,649.61

January														
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Dry Days	10	15	11	6	17	18	4	8	18	9		19	18	10
Starts by Category														
Resident	581	367	272	251	407	372	306	191	309	459	326	358	304	399
Non Resident	801	696	479	344	592	674	314	204	291	344	161	477	399	180
Group	0	0	0	0	0	0	0	0	0	0	0	0	0	0
League	15	56	26	12	22	24	18	10	0	0	6	0	0	0
Complimentary	103	97	70	92	167	123	118	58	119	109	56	446	317	240
Misc/Promotional	139	488	230	231	198	526	173	105	256	463	247	992	685	605
Total Starts	1639	1702	1077	930	1386	1719	929	568	975	1375	796	2273	1705	1424
Revenue														
Green Fees	\$ 30,932	\$ 25,965	\$ 15,704	\$ 15,593	\$ 16,813	\$ 25,081	\$ 11,241	\$ 8,054	\$ 28,391	\$ 32,683	\$ 16,246	\$ 57,940	\$ 24,712	\$ 19,369
Driving Range	\$ 2,700	\$ 2,796	\$ 1,912	\$ 1,400	\$ 1,963	\$ 2,561	\$ 1,654	\$ 1,674	\$ 1,934	\$ 2,724	\$ 1,306	\$ 5,251	\$ 5,112	\$ 4,091
Rentals	\$ 6,762	\$ 3,484	\$ 4,081	\$ 2,637	\$ 4,188	\$ 5,364	\$ 2,540	\$ 2,270	\$ 3,822	\$ 4,226	\$ 2,075	\$ 8,184	\$ 7,334	\$ 6,489
Golf Shop	\$ 5,257	\$ 2,937	\$ 2,205	\$ 1,277	\$ 2,073	\$ 2,862	\$ 1,600	\$ 841	\$ 1,900	\$ 2,020	\$ 1,300	\$ 3,124	\$ 4,225	\$ 7,195
Snack Bar	\$ 6,505	\$ 6,017	\$ 3,793	\$ 2,369	\$ 3,454	\$ 6,290	\$ 2,270	\$ 1,880	\$ 3,045	\$ 3,868	\$ 2,029	\$ 3,745	\$ 3,984	\$ 3,875
Instruction	\$ 507	\$ -	\$ 276	\$ -	\$ 130	\$ 180	\$ 150	\$ -	\$ -	\$ 20	\$ -	\$ 180	\$ 120	\$ -
Miscellaneous	\$ 589.00	\$ 3,277.00	\$ 1,131.00	\$ 1,953.00	\$ 925.00	\$ 7,553	\$ (10)	\$ 6,347.59	\$ 690.00	\$ 529.00	\$ 801.00	\$ 3,694.00	\$ 9,551	\$ 8,557
Total Revenue	\$ 53,252	\$ 44,476	\$ 29,102	\$ 25,229	\$ 31,546	\$ 49,891	\$ 19,445	\$ 21,067	\$ 39,782	\$ 46,070	\$ 23,757	\$ 82,118	\$ 55,038	\$ 49,576
\$ per Start														
Green Fees \$ per Start	\$ 18.87	\$ 15.26	\$ 14.58	\$ 16.77	\$ 13.57	\$ 14.59	\$ 12.10	\$ 14.18	\$ 29.12	\$ 23.77	\$ 20.41	\$ 25.49	\$ 14.49	\$ 13.60
Driving Range \$ per Start	\$ 1.65	\$ 1.64	\$ 1.78	\$ 1.51	\$ 1.42	\$ 1.49	\$ 1.78	\$ 2.95	\$ 1.98	\$ 1.98	\$ 1.64	\$ 2.31	\$ 3.00	\$ 2.87
Rentals \$ per Start	\$ 4.13	\$ 2.05	\$ 3.79	\$ 2.84	\$ 3.02	\$ 3.12	\$ 2.73	\$ 4.00	\$ 3.92	\$ 3.07	\$ 2.61	\$ 3.60	\$ 4.30	\$ 4.56
Golf Revenue \$ per Start	\$ 24.65	\$ 18.95	\$ 20.15	\$ 21.11	\$ 18.01	\$ 19.20	\$ 16.61	\$ 21.12	\$ 35.02	\$ 28.82	\$ 24.66	\$ 31.40	\$ 21.79	\$ 21.03
Golf Shop \$ per Start	\$ 3.21	\$ 1.73	\$ 2.05	\$ 1.37	\$ 1.50	\$ 1.66	\$ 1.72	\$ 1.48	\$ 1.95	\$ 1.47	\$ 1.63	\$ 1.37	\$ 2.48	\$ 5.05
Snack Bar \$ per Start	\$ 3.97	\$ 3.54	\$ 3.52	\$ 2.55	\$ 2.49	\$ 3.66	\$ 2.44	\$ 3.31	\$ 3.12	\$ 2.81	\$ 2.55	\$ 1.65	\$ 2.34	\$ 2.72
Concession Revenue	\$ 7.18	\$ 5.26	\$ 5.57	\$ 3.92	\$ 3.99	\$ 5.32	\$ 4.17	\$ 4.79	\$ 5.07	\$ 4.28	\$ 4.18	\$ 3.02	\$ 4.81	\$ 7.77
Total Revenue \$ per Start	\$ 32.49	\$ 26.13	\$ 27.02	\$ 27.13	\$ 22.76	\$ 29.02	\$ 20.93	\$ 37.09	\$ 40.80	\$ 33.51	\$ 29.85	\$ 36.13	\$ 32.28	\$ 34.81
GolfNow Barter Rounds														

Cooler, wetter January than the last couple of years so rounds were down 16%, but revenue down 10%.

YTD through January

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY23 v FY22	% Diff
Starts by Category															
Resident	3784	2724	2960	3744	2927	3781	4003	4829	4984	5536	6261	5705	6327	622	10.9%
Non Resident	13278	9104	10836	9973	8070	8903	7658	7688	4796	4426	6878	5866	4966	-900	-15.3%
Group	2637	3027	2331	1656	1861	1560	1748	1030	1517	1273	342	1453	1620	167	11.5%
League	541	373	354	354	340	350	283	268	92	75	0	0	0	0	0.0%
Complimentary	1358	1355	1330	1570	1242	1333	968	995	1027	1077	4542	3498	2990	-508	-14.5%
Misc/Promotional	3201	5834	3180	2097	5717	4812	3920	5067	8846	7127	8789	7274	8454	1180	16.2%
Total Starts	24799	22417	20991	19394	20157	20739	18580	19877	21262	20087	26812	23796	24357	561	2.4%
Revenue															
Green Fees	\$ 527,102.00	\$ 490,159.00	\$ 468,244.00	\$ 396,302.00	\$ 442,410.00	\$ 446,105.73	\$ 421,322.00	\$ 417,212.00	\$ 453,892.00	\$ 417,409.00	\$ 518,871.00	\$ 477,139.00	\$ 562,874.00	\$ 86,735.00	18.0%
Driving Range	\$ 49,224.00	\$ 40,055.00	\$ 39,889.00	\$ 36,271.00	\$ 32,589.00	\$ 35,473.00	\$ 31,605.00	\$ 32,717.00	\$ 41,165.00	\$ 35,500.00	\$ 61,533.00	\$ 56,552.00	\$ 59,832.00	\$ 3,280.00	5.8%
Rentals	\$ 175,922.00	\$ 146,685.00	\$ 141,056.00	\$ 118,203.00	\$ 117,699.00	\$ 137,616.03	\$ 132,998.47	\$ 134,909.00	\$ 114,570.00	\$ 102,109.00	\$ 184,695.00	\$ 182,213.00	\$ 184,010.00	\$ 1,797.00	1.0%
Golf Shop	\$ 53,073.00	\$ 50,494.00	\$ 49,427.00	\$ 45,480.00	\$ 49,809.00	\$ 34,935.82	\$ 33,084.00	\$ 37,879.00	\$ 46,560.00	\$ 41,786.00	\$ 59,345.00	\$ 52,631.00	\$ 61,572.00	\$ 8,941.00	17.0%
Snack Bar	\$ 129,123.00	\$ 131,964.00	\$ 98,283.00	\$ 79,552.00	\$ 82,143.00	\$ 102,213.10	\$ 86,228.00	\$ 92,637.00	\$ 98,162.00	\$ 89,564.00	\$ 94,754.00	\$ 100,452.00	\$ 114,204.00	\$ 13,752.00	13.7%
Instruction	\$ 12,404.00	\$ 11,017.00	\$ 11,489.00	\$ 11,908.00	\$ 3,723.00	\$ 1,774.00	\$ 1,175.00	\$ 3,865.00	\$ 6,383.00	\$ 3,799.00	\$ 9,335.00	\$ 13,168.00	\$ 6,775.00	\$ (6,393.00)	-48.5%
Miscellaneous	\$ 28,498.00	\$ 33,072.00	\$ 33,976.00	\$ (294.00)	\$ 9,612.00	\$ (14,620.44)	\$ (8,236.47)	\$ 4,380.00	\$ 2,862.00	\$ 11,231.00	\$ 94,124.00	\$ 92,835.00	\$ 43,845.00	\$ (48,990.00)	-52.8%
Total Revenue	\$ 975,346.00	\$ 903,446.00	\$ 843,364.00	\$ 687,422.00	\$ 737,985.00	\$ 743,497.24	\$ 698,176.00	\$ 731,052.00	\$ 772,229.00	\$ 701,398.00	\$ 1,022,657.00	\$ 974,990.00	\$ 1,033,112.00	\$ 58,122.00	6.0%
\$ per Start															
Green Fees \$ per Start	\$ 21.25	\$ 21.87	\$ 22.31	\$ 20.43	\$ 21.95	\$ 21.49	\$ 22.68	\$ 20.99	\$ 21.35	\$ 20.78	\$ 19.35	\$ 20.05	\$ 23.11	\$ 3.06	15.3%
Driving Range \$ per Start	\$ 1.98	\$ 1.79	\$ 1.90	\$ 1.87	\$ 1.62	\$ 1.71	\$ 1.70	\$ 1.65	\$ 1.94	\$ 1.77	\$ 2.29	\$ 2.38	\$ 2.46	\$ 0.08	3.4%
Rentals \$ per Start	\$ 7.09	\$ 6.54	\$ 6.72	\$ 6.09	\$ 5.84	\$ 6.63	\$ 7.16	\$ 6.79	\$ 5.39	\$ 5.08	\$ 6.89	\$ 7.66	\$ 7.55	\$ (0.10)	-1.3%
Golf Revenue \$ per Start	\$ 30.33	\$ 30.20	\$ 30.93	\$ 28.40	\$ 29.40	\$ 29.83	\$ 31.54	\$ 29.42	\$ 28.67	\$ 27.63	\$ 28.54	\$ 30.09	\$ 33.12	\$ 3.04	10.1%
Golf Shop	\$ 2.14	\$ 2.25	\$ 2.35	\$ 2.35	\$ 2.47	\$ 1.68	\$ 1.78	\$ 1.91	\$ 2.19	\$ 2.08	\$ 2.21	\$ 2.21	\$ 2.53	\$ 0.32	14.3%
Snack Bar	\$ 5.21	\$ 5.89	\$ 4.73	\$ 4.10	\$ 4.08	\$ 4.92	\$ 4.64	\$ 4.66	\$ 4.62	\$ 4.46	\$ 3.53	\$ 4.22	\$ 4.89	\$ 0.47	11.1%
Concession Revenue	\$ 7.35	\$ 8.14	\$ 7.08	\$ 6.45	\$ 6.55	\$ 6.61	\$ 6.42	\$ 6.57	\$ 6.81	\$ 6.54	\$ 5.75	\$ 6.43	\$ 7.22	\$ 0.78	12.2%
Total Revenue \$ per Start	\$ 39.33	\$ 40.30	\$ 40.18	\$ 35.45	\$ 36.61	\$ 35.82	\$ 37.58	\$ 36.78	\$ 36.32	\$ 34.92	\$ 38.14	\$ 40.97	\$ 42.42	\$ 1.44	3.5%

Don Clements

From: Don Clements
Sent: Wednesday, February 15, 2023 1:54 PM
To: Bryan Stewart; Kat Ricker
Subject: Fwd: Abandoned Cars in Jaquith Park

Sent from my iPhone

Begin forwarded message:

From: Todd Enzor <todd@enzor.com>
Date: February 15, 2023 at 1:48:50 PM PST
To: Don Clements <dclements@cprdnewberg.org>
Subject: Abandoned Cars in Jaquith Park

Hello Don,

I'm writing to ask if you could have the following cars removed from Jaquith Park. They are in the parking lot facing west that is adjacent to Main Street. These cars have been in the lot there for a few days and have parked there for months at a time in the past.

Cars that have previously parked there long term are returning. In the past there have been 5-6 abandoned or stored cars in that lot.

Tan Ford Truck. Oregon Plate # BSV 489

Black Ford Ranger Truck. Oregon Plate # 195 LJQ

Thanks,

Todd Enzor
todd@enzor.com

Subject: Bob and Crystal Rilee Park Trail Naming - Topic for 2/23/23 CPRD Board Meeting

Date: Monday, February 13, 2023 at 11:26:06 AM Pacific Standard Time

From: Danna Kemp

To: Jim McMaster, Don Loving, Gayle Bizeau, Bart Rierson, Lisa Rogers, comusq@oregonstate.edu

CC: Don Clements, Casey Creighton, Kat Ricker, Mary Dugan (mdugan137@gmail.com), kristen.carnes@providence.org, Ryann Reinhofer, hope9robert@gmail.com, Melissa McLaughlin, Bryan Stewart

Dear Board Members of the Chehalem Park & Recreation District,

On behalf of the Crystal Dawn Smith Rilee Foundation (CDSRF) we would like to honor Crystal's wishes and recognize her generous land gift by continuing the use of all existing trail names at the Bob & Crystal Rilee Park. We would also ask that all future or unnamed trails be named on the basis of historical components of the property, which might include family heritage, wildlife, native plants or Native American. We would like very much to work with the Chehalem Heritage Trail committee on the trails naming convention.

CDSRF was created as a result of the vision and generosity of Crystal Rilee, the great-granddaughter of Samuel Parrett. In 1853 Samuel and his two brothers landed in the Willamette Valley after a 4-month journey from England and were given Land Grants from the US Government for land on Wild Horse Mountain. The mountain was later renamed Parrett Mountain after the three brothers. From 1853 until Crystal's death in 2006, the Parrett family descendants had a physical presence on the mountain. Along with Crystal's family history, the property is rich with stories of Native Americans, Chinese immigrant farm workers, wildlife, and vast forests, as well.

In 2014 CDSRF made a generous land donation of 327 acres valued at more than \$6 Million to the Chehalem Park & Recreation District. The foundation decision was made in the best interest of the property and following the wishes of Crystal Rilee who wanted to benefit the community and allow people to enjoy nature and her family's land as much as she had done over her lifetime. The property has such a rich history in our community that it's crucial we continue to educate and share this gem with the public in multiple ways. We appreciate Chehalem Park & Recreation District and know you'll take good care of it!

Sincerely,

The Crystal Dawn Smith Rilee Foundation
Kristin Carnes, President
Mary Dugan, Vice-President
Danna Kemp, Secretary & Treasurer

1/8/23

Chairman
Board of Directors
Chelehan Pool
Newberg, OR

#1 - Many of us attending the 9:15am

water x classes have told you, Tara
and Wendy about the rude, disruptive

NON-STOP talking done by Diane,

Linda Warren & Mae. Many women
have just plain quit coming altogether.

Here's the Issue - Wendy brought
Chatty Kathy into line. Wendy
brought Stephanie & her loud mouth
side kick (Carol?) into line.

Those two don't come any longer.
Chatty Kathy is almost polite.

WHY - WHY - WHY - WHY
are Linda & Diane getting a pass?



P.S. Abebe, came to the girls class heroically
with terminal, incurable cancer. She, too, Linda
and Diana
had to put up with the motor months!

← plus mae

They have been asked politely
and bluntly by many of us -

to please not talk NON-STOP
60 [redacted] minutes in front of the
teacher -

They have been told they are Rude -
rude [redacted] - but they keep
talking

They also violate many rules -
such as hassing black people,
gay people, etc.

Who's [redacted] are these two women
kissing when Wendy cracked
down on Stephanie + Kathy??

You are losing several women
a week.

DO Something - [scribbles]
before this gets published in the
Newberg Graphic

1-9-23

Dear Board of Directors,

HELP

The 9:15 water x classes are
totally ruined because of
Linda Warner and her bosom
buddy, Diane, talk

NON-STOP

Several of us have asked them to
shut up because we can't hear
the teacher (they are right by her)
but they from [redacted] give a
crap how rude they are

It's their Lonely Hearts Club -
They only exercise their mouths.

The pool staff are letting them
ruin every single 9:15 class.

The pool staff is showing
Linna and Diane

FAVORITISM

Wendy brought the obnoxiously
rude Chatty Kathy into line.

But Wendy and Tara are
allowing Linna and Diane to
talk that one is allowed

NON-STOP

It's not like I'm saying you have
to be perfect. I'm saying you have
to be perfect. I'm saying you have

every ~~class~~ class. Linna had
health problems recently. Maybe
if she worked something other
than her mouth she would
be in better shape. Not to
mention the rest of us who are

HER for polite



Keri Hinton

Yamhill County Clerk

Board of Property Tax Appeals • Business Licenses • Elections • Marriage Licenses • Passports • Recording

414 NE Evans St.
McMinnville, OR 97128
(503) 434-7518 phone / (503) 434-7520 fax
www.co.yamhill.or.us

TO: Special District Election Officers
FROM: Keri Hinton, Yamhill County Clerk
SUBJECT: 2023 Special District Election Information
DATE: January 18, 2023

MEMORANDUM

Packet information:

- District Update Information Sheet (Return by January 31, 2023)
 - Worksheet to verify current board member; make changes as necessary
- SEL 815 (Return by January 31, 2023)
 - Certification of open positions on the ballot for the Special District Election
- Signature Counts Required for Districts
- Important Date Calendar
- Fee Schedule for Voters' Pamphlet Candidates/Arguments
- Candidate Filing Information
- District Candidate Qualification Requirements
- OAR 150-280.075 Tax Election Ballot Measure Requirements
- ORS 280.040-280.150 – Local Option Tax Levies

Election manuals and election laws can be found on the Secretary of State's Website:

<https://sos.oregon.gov/elections/Pages/laws-rules-publications.aspx>

- Restrictions on Political Campaigning for Public Employees Manual
- County, City, and District Candidate Manual
- County, City and District Initiative and Referendum Manual
- Special District Elections Laws

Candidate/measure forms and information can be located on our website:

<https://www.co.yamhill.or.us/elections/election-home>

- SEL 190 - Candidate Filing Form
- SEL 150 - Candidate Withdrawal Form
- JCVP 01 - Candidate Voters' Pamphlet Form
- JCVP 02 - Statement of Endorsement
- SEL 802 - City Statement of Measure
- SEL 803 - District Statement of Measure
- JCVP 03 - Measure Arguments for Voters' Pamphlet
- JCVP 05 - Measure Explanatory Statement for Voters' Pamphlet
- Tax Election Ballot Measures Guide

Please contact our office at 503-434-7518 if you have any questions and we will do our best to help you.

District Update Information Form

Contact Information - update as needed

Phone (503) 554-0283
Fax
Email DCLEMENTS@CPRDNEWBERG.ORG

CHEHALEM PARK AND RECREATION DISTRICT

ATTN: DON CLEMENTS
125 S ELLIOTT RD
NEWBERG, OR 97132

Very Important! If a vacancy has occurred the position will appear at the next election.

Next Election : MAY 16, 2023 SPECIAL DISTRICT ELECTION

This form must be received by the election officer by : JANUARY 31, 2023

Send completed, signed form to : YAMHILL COUNTY ELECTIONS
414 NE EVANS ST
MCMINNVILLE, OR 97128-4607

PHONE (503) 434-7518
FAX (503) 434-7520
EMAIL
ELECTIONS@CO.YAMHILL.OR.US

☐ The information below is correct as given

☐ Additions or corrections to the information below should be made as indicated

☐ All appointments have been verified as qualified to hold the office

Signature & Title of Contact Person _____ **Date** _____

Part I: Current Position Holder

Position	Name	Start Date	Status	Term Expires	Next Election
CHEHALEM PARK AND RECREATION DISTRICT, DIRECTORS, 2 AT-LARGE	DON LOVING	07/01/2019	E	06/30/2023	2023
CHEHALEM PARK AND RECREATION DISTRICT, DIRECTORS, 2 AT-LARGE	BART RIERSON	07/01/2019	E	06/30/2023	2023
CHEHALEM PARK AND RECREATION DISTRICT, DIRECTORS, 3 AT-LARGE	GAYLE BIZEAU	07/01/2021	E	06/30/2025	2025
CHEHALEM PARK AND RECREATION DISTRICT, DIRECTORS, 3 AT-LARGE	JIM MCMASTER	07/01/2021	E	06/30/2025	2025
CHEHALEM PARK AND RECREATION DISTRICT, DIRECTORS, 3 AT-LARGE	LISA ROGERS	07/01/2021	E	06/30/2025	2025

Part II: Complete the following for appointments or vacancies only

Name of Replaced Position Holder and/or Position Number	Name of Appointee	Appointment Date
---	-------------------	------------------

Notice of Election of Board Members for Special Districts

SEL 815

rev 1/23: ORS 255.055,
255.075

please type or print legibly in black ink

↓ name of district

Notice is hereby given that on day **Tuesday**, date of election **May 16, 2023**
an election will be held to fill the following positions and terms, including any vacancies that may exist on the board of

name of district _____ District.

open position(s)	title of office	term of office

Each candidate for an office listed above must file a declaration of candidacy or petition for nomination for office with

the elections department of **Yamhill** County, Oregon, not later than the 61st
day before the date of the regular district election. If the district election is held on the same date as a Primary or
General Election, each candidate must file a declaration of candidacy or petition for nomination not later than the 70th day
before the date of the election.

The deadline for filing a declaration of candidacy is 5:00:00pm last day for candidate filings **March 16, 2023**.

The legal notice is to be published in designated newspaper **News Register**.

authorized signature of district elections authority _____

title _____

date signed _____



Keri Hinton
Yamhill County Clerk

Board of Property Tax Appeals • Business Licenses • Elections • Marriage Licenses • Passports • Recording

414 NE Evans St.
McMinnville, OR 97128
(503) 434-7518 phone / (503) 434-7520 fax
www.co.yamhill.or.us

Yamhill County
Official 2023 – 2026
Signature Counts Needed For

Chehalem Park and Recreation District

Recall, Initiative and Referendum Petitions & Nominations

Updated January 12, 2023

Precinct	Precinct Voter Registration	Voter Registration Within District	% of Voters In District	Voters Cast for Governor (Nov 8, 2022)	District Votes
1	1,037	1,037	100.0%	819	819
2	5,743	5,743	100.0%	3,542	3,542
3	6,227	6,227	100.0%	4,455	4,455
4	4,374	4,374	100.0%	2,890	2,890
5	1,414	1,390	98.3%	1,123	1,104
7	4,689	4,688	100.0%	3,435	3,434
9	2,114	2,015	95.3%	1,656	1,578
	25,598	25,474	99.5%	17,920	17,833

Signatures needed to Recall (15%): 2,673

Signatures needed to Initiate (15%): 2,673

Signatures needed to Refer (10%): 1,782

*Signatures needed to Nominate (10%): 2,547 (10% or 25 whichever is less)



Keri Hinton
Yamhill County Clerk
May 16, 2023, Special District Election Calendar

Important Dates

Candidates	Form	Date
First day for candidate filings	SEL 190	2/4/2023
Last day for candidate filings/withdrawal	SEL 190/SEL 150	3/16/2023
Last day to file candidate statements and/or endorsements for County Voters' Pamphlet	JCVP-01 JCVP-02	3/20/2023
Candidate statements become public		3/24/2023
Measures		
Last day to file ballot title for publication of notice	SEL 805	2/24/2023
Last day for County, Cities or Districts to file statement of measures with Clerk	SEL 801 County SEL 802 City SEL 803 District	3/16/2023
Last day to file measure explanatory statement for County Voters' Pamphlet	JCVP-05	3/16/2023
Last day to file measure arguments for County Voters' Pamphlet	JCVP-03	3/20/2023
Measure arguments become public		3/24/2023
Ballots		
Absentee ballots available		4/1/2023
Mail military & international absentee ballots		4/1/2023
Mail out-of-state absentee ballots		4/17/2023
Last day to register to vote		4/25/2023
Mail other ballots and open drop sites		4/26/2023
Last day to conduct public certification of ballot counting system		5/9/2023
ELECTION DAY		5/16/2023
Last day to accept postmarked ballots		5/23/2023
Challenge ballot names become public		5/31/2023
Last day to resolve ballot challenges		6/6/2023
Last day to deliver abstracts		6/12/2023
Certify election results		6/22/2023



Yamhill County Clerk

Registered Voters by District in Yamhill County - January 1, 2023

County Voter Pamphlet Candidate and Measure Argument Fees by District/City for 2023

CANDIDATE FEE		ARGUMENT FEE	DISTRICT	TOTAL VOTER REGISTRATION
(unpaid position)	(paid position)			
\$ 50	\$ 50	\$ 200	Amity City	1,173
25	100	200	Amity Fire	2,905
25	100	200	Amity School	3,158
50	50	200	Carlton City	1,714
25	100	200	New Carlton Fire	2,592
25	100	400	Chehalem Park & Recreation District	25,468
25	100	400	Chemeketa Community College	49,192
50	50	200	Dayton City	1,917
25	100	200	Dayton Fire	3,610
25	100	200	Dayton School	3,717
50	50	200	Dundee City	2,381
25	100	200	Dundee Fire	1,174
25	25	100	Gaston City	0
25	100	100	Gaston Fire	733
25	100	100	Gaston School	488
25	100	100	Hillsboro School	13
50	50	200	Lafayette City	2,972
100	100	350	McMinnville City	22,840
25	100	200	McMinnville Rural Fire	3,365
25	100	400	McMinnville School	29,259
25	100	100	Nestucca Valley School	0
100	100	350	Newberg City	16,339
25	100	400	Newberg School	25,561
25	100	100	NW Regional ESD	585
25	100	400	Portland Community College	25,561
50	50	200	Sheridan City	3,160
25	100	200	Sheridan Fire	4,377
25	100	200	Sheridan School	3,984
25	100	100	Sherwood School	24
25	100	350	Tualatin Valley Fire & Rescue	22,086
25	100	400	Willamette ESD	74,168
50	50	200	Willamina City	1,010
25	100	200	West Valley Fire	2,126
25	100	200	Willamina School	2,570
25	25	100	Yamhill City	997
300	300	400	Yamhill County	74,753
25	100	200	Yamhill Fire	3,271
25	100	250	Yamhill-Carlton School	5,979
25	100	400	Yamhill County Soil & Water	74,753

ORS 251.325 – OAR 165-022-0050 - Filing Fees for (Voter Pamphlet) Statements and Arguments

- (1) Filing fees for statements and arguments shall be filed with the County Clerk at the time of submittal.
- (2) A verified signature petition may be substituted for the appropriate filing fee for measure arguments (ORS 251.355). The petition shall be submitted on forms prescribed by the County Clerk.
- (3) The filing fees for candidate statements and measure arguments shall be based upon the electoral jurisdiction's registration as of January 1st of the election year.
- (4) The filing fees shall be: see above table.
- (5) Refunds of filing fees shall conform to ORS 251.325(5) and the procedures established by the County Clerk.

ORS 251.325 Schedule and procedures for producing and distributing pamphlet; fees; rules.

- (1) The Secretary of State by rule shall adopt a schedule and procedures for preparing, printing and distributing county voters' pamphlets. The schedule and procedures shall include but not be limited to deadlines for filing material for the voters' pamphlet, and except as otherwise provided by law, the format of material to be submitted and the size and other requirements applicable to candidate portraits.
- (2) Except as provided in subsection (3) of this section, at the time materials are filed under ORS 251.335, each candidate for nomination or election to the following offices shall pay to the County Clerk the following fee for space in the county voters' pamphlet:
 - An office to which a salary or other compensation beyond expenses is attached **\$100.00**
 - An office to which a salary or other compensation beyond expenses is not attached **\$25.00**
- (3) At the time materials are filed under ORS 251.335, each candidate for nomination or election to a city or county office at the primary or general election shall pay to the County Clerk the following fee for space in the county voters' pamphlet:
 - Districts with fewer than 1,000 active voters within the county **\$25.00**
 - Districts with 1,000 - 9,999 active voters within the county **\$50.00**
 - Districts with 10,000 - 49,999 active voters within the county **\$100.00**
 - Districts with 50,000 or more active voters within the county **\$300.00**
- (4) The Secretary of State by rule shall adopt a schedule of fees to be charged by the County Clerks for including arguments in the voters' pamphlet. The fees need not reflect the actual cost of producing the voters' pamphlet.
- (5) The County Clerk shall refund a filing fee described in this section to any person who applies for the refund not later than the last day for filing material for inclusion in the voters' pamphlet. When a refund is made, the material for which the fee was paid may not be included in the pamphlet.
- (6) As used in this section, "electoral district" means a county, the part of a city located within the county or, if a candidate is elected by zone or subdistrict of the county or city, the zone or subdistrict in which the candidate is nominated or elected.
[1989 c.1031 §4; 2003 c.468 §1]

OAR 165-022-0050 Filing Measure Arguments

- (1) Any person may file an argument supporting or opposing a measure with each County Clerk of the counties in which the local government that filed the measure is located if the counties will be publishing a voters' pamphlet.
- (2) The County Clerk may require that an argument supporting or opposing a measure be typewritten or legibly printed and submitted on a form approved by the County Clerk.
- (3) The content of arguments shall conform to ORS 251.395:
- (4) The names of persons or organizations to be excluded from arguments shall conform to ORS 251.405;
- (5) Arguments shall be limited to 325 words.
- (6) All materials submitted for inclusion in a county voters' pamphlet shall not exceed 30 square inches of space.
- (7) Filing fees or signature petitions for arguments shall be filed with the County Clerk at the time of submitting the arguments.
- (8) A verified signature petition may be substituted for the appropriate filing fee for measure arguments (ORS 251.355). The petition shall be submitted on forms prescribed by the County Clerk.
- (9) The filing fees for measure arguments shall be based upon the electoral jurisdiction's registration as of January 1st of the election year.
- (10) The filing fees shall be:
 - (a) For a jurisdiction with voter registration of less than 1,000 within a county **\$100.00**
 - (b) For a jurisdiction with voter registration between 1,000 and 4,999 within a county **\$200.00**
 - (c) For a jurisdiction with voter registration between 5,000 and 9,999 within a county **\$250.00**
 - (d) For a jurisdiction with voter registration between 10,000 and 24,999 within a county **\$350.00**
 - (e) For a jurisdiction with voter registration over 25,000 within a county **\$400.00**

Special District Candidate Filing Information

The Special District Election is **May 16, 2023**. Special Districts elect their board members in May of odd numbered years. You must be a registered voter living in that district to file as a candidate for their board. Required forms can be found at:

www.co.yamhill.or.us/elections/election-current

SEL 190 Candidate Filing - District - Used to file for candidacy

SEL 150 Candidate Filing - Withdrawal

SEL 121 Candidate Signature Sheet - Nonpartisan submitted with;

SEL 338 Petition Submission - Candidate, Voters' Pamphlet

Filing by Fee (SEL 190)

First day to file: **February 4, 2023**

Last day to file: **March 16, 2023**

Last day to withdraw: **March 16, 2023**

Fee: **\$10**

Filing by Petition (SEL 190, SEL 121 & SEL 338)

First day to file: **February 4, 2023**

Last day to file: **March 16, 2023**

Last day to withdraw: **March 16, 2023**

Number of required signatures: **25**

Forms must be received by the Clerk's Office before 5:00 pm on the deadline date

If filing by petition, please submit Candidate Signature Sheets SEL 121 along with the required Petition Submission SEL 338 forms **before the March 16th deadline**. This allows the elections office processing time and provides potential candidates an opportunity to collect and submit more signatures, if the first submission has an insufficient number of valid signatures. Make sure you know how many signatures you will need, that signers live in your district and submit 10% more signatures than are actually needed.

County Voters' Pamphlet

JCVP-01 - Candidate Form

JCVP-02 - Endorsement Form

First day to file: **February 4, 2023**

Last day to file: **March 20, 2023**

Fee: Refer to fee schedule

Forms must be received by the Clerk's Office before 5:00 pm on the deadline date

Inclusion in the County Voters' Pamphlet is optional with a fee. Voters' Pamphlet statements must be submitted electronically in a Microsoft Word Document. This copy is what will be submitted as the final print ready document. Amendments must be received before 5 PM on March 20, 2023 and must be submitted with a new JCVP-01 form marked amended. Submissions are not proofread or checked for accuracy by the Clerk's Office, it is the candidate's responsibility to ensure accuracy.

District	Filing Fee	Signatures Required	Qualification Requirements
Fire District ORS 478.050			
Amity Fire District	\$10	25	Registered voter or landowner within. Volunteers or district employees shall not serve as directors.
New Carlton Fire District	\$10	25	Registered voter or landowner within. Volunteers or district employees shall not serve as directors.
Dayton Fire District	\$10	25	Registered voter or landowner within. Volunteers or district employees shall not serve as directors.
Dundee Rural Fire Protection District	\$10	25	Registered voter or landowner within. Volunteers or district employees shall not serve as directors.
Gaston Rural Fire District	N/A	N/A	Filing officer is Washington County
McMinnville Rural Fire Protection District	\$10	25	Registered voter or landowner within. Volunteers or district employees shall not serve as directors.
Sheridan Rural Fire Protection District	\$10	25	Registered voter or landowner within. Volunteers or district employees shall not serve as directors.
Tualatin Valley Fire and Rescue District	N/A	N/A	Filing officer is Washington County
West Valley Fire District	\$10	25	Registered voter or landowner within. Volunteers or district employees shall not serve as directors.
Yamhill Fire Protection District	\$10	25	Registered voter or landowner within. Volunteers or district employees shall not serve as directors.

School District ORS 332.016, 332.018 & 341.125			
Amity School District 4J	\$10	25	Registered voter in district at least 20 calendar days preceding the election and residing in the district for a period of 1 yr immediately preceding the election or appointment (if zoned, must meet Oregon Revised Statutes 332.124 & 332.126). Not a current employee of district or public charter school.
Dayton School District 8	\$10	25	Registered voter in district at least 20 calendar days preceding the election and residing in the district for a period of 1 yr immediately preceding the election or appointment (if zoned, must meet Oregon Revised Statutes 332.124 & 332.126). Not a current employee of district or public charter school.
Gaston School District 40	N/A	N/A	Filing officer is Washington County
Hillsboro School District 1J	N/A	N/A	Filing officer is Washington County
Nestucca Valley School No 101	N/A	N/A	Filing officer is Tillamook County
McMinnville School 40	\$10	25	Registered voter in district at least 20 calendar days preceding the election and residing in the district for a period of 1 yr immediately preceding the election or appointment (if zoned, must meet Oregon Revised Statutes 332.124 & 332.126). Not a current employee of district or public charter school.
Newberg School 29J	\$10	25	Registered voter in district at least 20 calendar days preceding the election and residing in the district for a period of 1 yr immediately preceding the election or appointment (if zoned, must meet Oregon Revised Statutes 332.124 & 332.126). Not a current employee of district or public charter school.
Sheridan School District 48J	\$10	25	Registered voter in district at least 20 calendar days preceding the election and residing in the district for a period of 1 yr immediately preceding the election or appointment (if zoned, must meet Oregon Revised Statutes 332.124 & 332.126). Not a current employee of district or public charter school.
Sherwood School District 88J	N/A	N/A	Filing officer is Washington County
Willamina School District 30J	\$10	25	Registered voter in district at least 20 calendar days preceding the election and residing in the district for a period of 1 yr immediately preceding the election or appointment (if zoned, must meet Oregon Revised Statutes 332.124 & 332.126). Not a current employee of district or public charter school.
Yamhill-Carlton School District 1	\$10	25	Registered voter in district at least 20 calendar days preceding the election and residing in the district for a period of 1 yr immediately preceding the election or appointment (if zoned, must meet Oregon Revised Statutes 332.124 & 332.126). Not a current employee of district or public charter school.
Portland Community College	N/A	N/A	Filing officer is Multnomah County
Chemeketa Community College	N/A	N/A	Filing officer is Marion County
NW Regional ESD	N/A	N/A	Filing officer is Washington County
Willamette ESD	N/A	N/A	Filing officer is Marion County
Parks and Recreation ORS 266.310			
Chehalem Park and Recreation District	\$10	25	Registered voter in district

DEPARTMENT OF REVENUE
DIVISION 280
LOCAL BUDGET – TAX BALLOT MEASURES

150-280.060(A) [Renumbered to 150-280-0010]

150-280.075 [Renumbered to 150-280-0020]

150-280-0010

Calculating the Estimated Dollar Weighted Life for Local Option Taxes

(1) For local option taxes used to fund capital projects, the estimated dollar weighted life of capital projects shall be calculated in the following manner.

(a) The useful life of the project shall be estimated in years.

(b) The cost of the project shall be estimated in dollars and cents.

(c) The estimated useful life of the project shall be multiplied by the estimated cost of the project. This is the weight of the project.

(d) The weight of the project is divided by the cost of the project to come up with the estimated dollar average life of the project. This is the maximum time that may be financed using a local option tax.

(2) For a local option tax that only funds one capital project, the estimated dollar weighted life of the project will equal the useful life of the project.

(3) For a local option tax that supports more than one capital project, complete (1)(a) through (1)(c) above for each capital project. Sum the cost of all of the projects and sum the weight of all the projects in the local option tax. Then divide the total weight by the total cost to arrive at the estimated dollar average life of the capital project for this tax.

Example: A city decides to go out for a local option for their police department. The local option tax is going to be used to purchase 2 new computers, 2 patrol cars and rewire the station house. What is the estimated dollar average life of the capital projects financed by this local option levy? [Table not included. See ED. NOTE.]

(4) Normal rounding is used in calculating the estimated dollar average life.

(5) Local option tax for capital projects can not exceed 10 years.

[ED. NOTE: Tables referenced are available from the agency.]

Stat. Auth.: ORS 305.100

Stats. Implemented: ORS 280.060

Hist.: REV 3-1998, f. & cert. ef. 6-30-98; Renumbered from 150-280.060(A), REV 19-2016, f. 8-10-16, cert. ef. 9-1-16

DEPARTMENT OF REVENUE
DIVISION 280
LOCAL BUDGET – TAX BALLOT MEASURES

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DEPARTMENT OF REVENUE

DIVISION 280

LOCAL BUDGET – TAX BALLOT MEASURES

150-280-0020

Tax Election Ballot Measure Requirements

(1) All ballot titles are required to contain essentially the same language within the standard format as outlined in ORS 250.035.

(2) The caption is limited to not more than 10 words. The purpose is to identify the type of tax presented for voter approval. The name of the municipal corporation and dollar figures must not be included in the caption.

(3) The question is limited to 20 words that plainly state the purpose of the measure so that an affirmative response to the question corresponds to an affirmative vote on the measure. The question must contain the following:

(a) The name of the municipal corporation. The word "district" may be substituted for the full name of the municipal corporation if the full name appears in the ballot measure summary;

(b) The amount of property tax in dollars and cents, or the tax rate per \$1,000 of assessed value;

(c) The purpose of the tax, such as operating, capital project, or establishing a permanent rate limit;

(d) The first fiscal year the tax is to be imposed; and

(e) The length in years that the proposed tax is to be imposed.

(4)(a) Directly after the question for a proposed new local option tax, the following statement is required: "This measure may cause property taxes to increase more than three percent."

(4)(b) In lieu of the statement required by subsection (a) of this section, for a question that is requesting the renewal of a current local option tax, the following statement is required: "This measure renews current local option taxes." To qualify as a renewing measure, a measure must ask for the same tax rate or annual dollar amount as the current local option tax, or a lower rate or amount, and be for substantially the same purpose as the current local option tax.

(c) The statement required by subsection (a) or (b) of this section is not included in the 20-word limitation.

(5) The summary is limited to 175 words and explains the purpose of the tax in plain language. It must not advocate a yes or no vote on the question. The summary must contain the following:

(a) As the first sentence, except for elections held in May or November of any year: "This measure may be passed only at an election with at least a 50 percent voter turnout." This statement is not included in the 175-word limitation;

(b) For a dollar amount local option, the total amount of money to be raised by the measure, and;

DEPARTMENT OF REVENUE

DIVISION 280

LOCAL BUDGET – TAX BALLOT MEASURES

(c) For a tax rate local option, an estimate of the amount of taxes to be raised in each year in which the tax will be imposed.

(6) If an estimated tax impact is included in the summary of a measure requesting an annual dollar amount levy, it must also contain the following statement: "The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of estimate and may reflect the impact of early payment discounts, compression and the collection rate." This statement is not included in the 175-word limitation.

Stat. Auth.: ORS 305.100

Stats. Implemented: ORS 280.060, 280.075, 280.070, 250.035, 250.036, 250.038

Hist.: REV 8-1998, f. 11-13-98, cert. ef. 12-31-98; REV 8-2000, f. & cert. ef. 8-3-00; REV 5-2009, f. & cert. ef. 7-31-09; REV 17-2010, f. 12-17-10, cert. ef. 1-1-11; REV 6-2016, f. 7-28-16, cert. ef. 8-1-16; Renumbered from 150-280.075, REV 19-2016, f. 8-10-16, cert. ef. 9-1-16

The official copy of an Oregon Administrative Rule is contained in the Administrative Order filed at the Archives Division, 800 Summer St. NE, Salem, Oregon 97310. Any discrepancies with the published version are satisfied in favor of the Administrative Order. The Oregon Administrative Rules and the Oregon Bulletin are copyrighted by the Oregon Secretary of State.

TAXATION FOR LOCAL PUBLIC IMPROVEMENTS

280.040 Definitions for ORS 280.040 to 280.145; use of certain tax revenues. (1) As used in ORS 280.040 to 280.145:

(a) "Local option tax" means a tax described under section 11 (4) or (7)(c), Article XI of the Oregon Constitution.

(b) "Subdivision" includes only such counties, municipal corporations, quasi-municipal corporations and civil or political corporations or subdivisions as are empowered by law to levy ad valorem property taxes, except that "subdivision" does not include an education service district.

(2) All ad valorem tax revenues that are received by any subdivision as a result of a levy under ORS 280.040 to 280.090 and that are derived from an ad valorem tax levied for purposes other than general operations shall be:

(a) Kept by the treasurer or other financial officer in a fund that is separate and distinct from other funds of the subdivision.

(b) Expended only for the purpose for which the taxes were imposed. [Amended by 1997 c.541 §302; 1999 c.632 §21; 1999 c.1094 §1]

280.050 Providing funds for financing cost of services, projects, property and equipment. Funds may be obtained as prescribed in ORS 280.040 to 280.145 for the purpose of financing the cost of any service, project, property or equipment which a subdivision has lawful power to perform, construct or acquire, and of repairs and improvements thereto and of maintenance and replacement thereof. [Amended by 1967 c.203 §4]

280.055 Obtaining and advancing of funds to county service districts. Funds may be obtained by a county as prescribed by ORS 280.040 to 280.145 for the purpose of advancing funds to a district established under ORS 451.410 to 451.610 to finance the cost of any service facility which the district is authorized to construct, maintain and operate. [1969 c.646 §17]

280.057 Local option taxes for community colleges; maximum amount. A local option tax levied by a community college district or community college service district may not exceed the amount of reduction in ad valorem property taxes caused under ORS 310.200 to 310.242. [1997 c.541 §308b]

Note: 280.057 was added to and made a part of 280.040 to 280.145 by legislative action but was not added to any smaller series therein. See Preface to Oregon Revised Statutes for further explanation.

280.060 Levy of local option taxes outside constitutional limitation; duration of levy; approval of levy as approval of bonds. (1) Upon approval of a majority of the electors of a subdivision in a manner that qualifies under section 11 (8), Article XI of the Oregon Constitution, a subdivision may levy local option taxes outside the limitation imposed by section 11 (3), Article XI, Oregon Constitution, over the period of time that is authorized by the electors. The amount levied each year shall be:

(a) Uniform, or substantially so, throughout the period during which the taxes are levied; or

TAXATION FOR LOCAL PUBLIC IMPROVEMENTS

(b) Computed annually at the same dollar rate per thousand dollars assessed value in the subdivision, such rate to be declared in and made a part of the ballot measure to be submitted to the electorate.

(2) Notwithstanding subsection (1) of this section, a subdivision may certify for extension on the assessment and tax roll under ORS 310.060 a lesser amount of local option tax or a lesser rate of local option tax if the subdivision decides to collect less than the entire local option tax authorized by electors. The subdivision shall certify the lesser amount or rate in the written notice required to be made under ORS 310.060.

(3)(a) The period of time authorized by the electors shall not exceed five years or, if the local option tax is for capital projects, the lesser of:

(A) The expected useful life of the capital projects to be financed by the tax; or

(B) Ten years.

(b) A local option tax for capital projects does not exceed the expected useful life of the capital projects financed by the tax if the estimated weighted average life of the tax does not exceed the estimated dollar weighted average of the capital assets comprising the capital projects that are to be financed by the tax. The estimated dollar weighted average life of capital projects shall be calculated under rules of the Department of Revenue that ensure that a local option tax for capital projects is levied for no more than 10 years and no more than the useful life of the component of the capital projects financed by the tax that has the longest useful life.

(4)(a) All local option taxes authorized by ORS 280.040 to 280.145 that are for capital projects and that have a term of more than five years shall be submitted to electors separately from local option taxes with a term of five years or less.

(b) For purposes of this subsection, "capital project" means the acquisition of land upon which to construct an improvement, the acquisition of a building, the acquisition or construction of improvements, the acquisition of an addition to a building which increases the square footage of the building, the construction of a building, the construction of an addition to an existing building which increases the square footage of the building or the acquisition of and installation of machinery and equipment which will become an integral part of a building or an addition to a building, the purchase of furnishings, equipment or other tangible property with an expected useful life of more than one year or a combination of those items.

(5) If a ballot measure authorizing a local option tax states that the taxing district may issue bonds that are payable from that tax, voter approval of the tax shall constitute voter approval of the bonds, except that the approval shall not entitle the taxing district to collect a greater amount of tax than the taxing district would have been entitled to collect if the ballot measure only authorized local option taxes and did not authorize bonds. If the local option tax is approved by voters in a manner that qualifies under section 11 (8), Article XI of the Oregon Constitution, then the taxing body may issue the bonds in a

TAXATION FOR LOCAL PUBLIC IMPROVEMENTS

principal amount that, together with the estimated interest to be paid on the bonds while the bonds are outstanding, does not exceed the revenues estimated to be received from the local option tax levy. A taxing district may pledge the revenues received from the local option tax and the taxing district's full faith and credit to pay bonds authorized under this subsection. [Amended by 1953 c.134 §2; 1977 c.730 §1; 1979 c.241 §24; 1981 c.804 §79; 1989 c.658 §1; 1997 c.541 §303; 1999 c.21 §6; 1999 c.559 §4; 1999 c.1094 §2]

280.064 Period for use of revenues raised by local option tax. Subject to ORS 294.305 to 294.565 and the applicable provisions of a charter, ordinance or resolution of a subdivision, a subdivision may use revenues raised by a local option tax beyond the period of years during which the subdivision is authorized to levy the local option tax if the revenue is used for the purpose authorized by the electors. [2003 c.195 §6]

Note: 280.064 was added to and made a part of 280.040 to 280.145 by legislative action but was not added to any smaller series therein. See Preface to Oregon Revised Statutes for further explanation.

280.070 Manner of holding elections for local option tax or permanent rate limit; additional statement in ballot title. (1) An election within a county for the purpose of approving a tax levy or tax rate under ORS 280.060 shall be called by the county court or board of county commissioners and shall be held on a date specified in ORS 203.085.

(2) An election within a city for the purpose of approving a tax levy or tax rate under ORS 280.060 or under section 11 (3)(c), Article XI of the Oregon Constitution, shall be called by the governing body of the city and held on a date specified in ORS 221.230.

(3) An election within a political subdivision other than a county or city for the purpose of approving a tax levy or tax rate under ORS 280.060 or under section 11 (3)(c), Article XI of the Oregon Constitution, shall be called by the governing body of the subdivision and held on a date specified in ORS 255.345.

(4)(a) Except as provided in paragraph (b) of this subsection, the ballot title for a measure authorizing the imposition of local option taxes shall contain the following additional statement:

This measure may cause property taxes to increase more than three percent.

(b) The ballot title for a measure authorizing the renewal of current local option taxes shall contain the following additional statement:

This measure renews current local option taxes.

TAXATION FOR LOCAL PUBLIC IMPROVEMENTS

(c) The statement required by this subsection shall be placed after the question on the ballot title and may not be considered for purposes of the word count limitations under ORS 250.035.

(5) As part of the question, the ballot title for a measure authorizing or renewing the authorization of the imposition of local option taxes shall state:

(a) The length in years of the period during which the proposed local option tax will be imposed.

(b) The first fiscal year in which the proposed local option tax will be imposed.

(6) As part of the question, the ballot title for a measure authorizing the establishment of a permanent rate limitation shall contain the following information:

(a) The tax rate per \$1,000 of assessed value of the proposed permanent rate limitation.

(b) The first fiscal year in which the proposed permanent rate limitation will be imposed.

(7) The ballot title for a measure authorizing the imposition of local option taxes or a permanent rate limitation shall be in compliance with ORS 250.036. [Amended by 1983 c.350 §133; 1997 c.541 §304; 1999 c.632 §22; 2007 c.71 §82; 2009 c.720 §1]

280.075 Ballot statements for local option tax measures. (1) Notwithstanding any other law and when not inconsistent with or otherwise provided for in the Oregon Constitution, whenever a proposed local option tax is submitted to a vote of the people by any subdivision, the statement in the ballot title for the measure that explains the chief purpose of the measure and gives reasons for the measure shall state the total amount of money to be raised by the proposed local option tax, in dollars and cents. If the statement in the ballot title for the measure submitted includes an estimated tax impact, it shall be based on the most current estimate of assessed value from the county assessor. The measure shall bear the statement: "The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of estimate and may reflect the impact of early payment discounts, compression and the collection rate."

(2) Subsection (1) of this section does not apply to a local option tax described in ORS 280.060 (1)(b). For a levy described in ORS 280.060 (1)(b), an estimate of the total amount of money to be raised for each year of the proposed local option tax shall be stated in dollars and cents. If the levy described in ORS 280.060 (1)(b) raises more money than estimated, the excess collections above that estimate shall be considered a budget resource for the levy fund in the next fiscal year of the subdivision. This section does not apply to an election authorizing general obligation bonds or the tax levies to repay general obligation bonds.

(3) The statement or statements required by subsections (1) and (2) of this section shall be added to and made a part of the 175-word statement required by ORS 250.035. The number of words contained in the statements described in subsections (1) and (2) of this section shall not be included in the 175-word limitation. [Formerly 310.395; 2007 c.783 §92; 2015 c.41 §1]

TAXATION FOR LOCAL PUBLIC IMPROVEMENTS

Note: 280.075 was added to and made a part of 280.040 to 280.145 by legislative action but was not added to any smaller series therein. See Preface to Oregon Revised Statutes for further explanation.

280.080 Contents of order, resolution or ordinance calling election. The order, resolution or ordinance, as the case may be, pursuant to which the election required by ORS 280.060 is called and held, shall set forth:

- (1) The purpose for which the funds to be provided by the tax levies are to be expended.
- (2) The estimated total outlay for such purpose.
- (3) The period of time authorized by the electors pursuant to ORS 280.060 (3). [Amended by 1977 c.730 §2; 1997 c.541 §305; 1999 c.1094 §3]

280.090 Submission of several proposals to impose local option taxes. If more than one proposal to impose local option taxes is submitted to the electors at the same election, the several ballot measures shall be voted upon separately. However, not more than four separate ballot measures proposing local option taxes may be submitted to the electors under the provisions of ORS 280.040 to 280.145 within a single calendar year. [Amended by 1979 c.241 §25; 1981 c.804 §80; 1999 c.21 §7]

280.100 [Repealed by 1997 c.308 §38]

280.110 [Repealed by 1997 c.308 §38 and 1997 c.541 §308c]

280.120 [Repealed by 1997 c.308 §38 and 1997 c.541 §308c]

280.130 [Repealed by 1997 c.308 §38 and 1997 c.541 §308c]

280.140 [Repealed by 1997 c.308 §38]

280.145 Serial levy under former law. Notwithstanding the amendments to ORS 280.040, 280.060, 280.070 and 280.080 by sections 302 to 305, chapter 541, Oregon Laws 1997, a serial levy described in section 11 (7)(b), Article XI of the Oregon Constitution, may be levied by the subdivision, including a school district, as provided in ORS 280.040 to 280.140 (1995 Edition). [1997 c.541 §308; 1999 c.21 §8]

280.150 Appropriating money and issuing bonds to construct, operate and maintain joint facilities. Incorporated cities, school districts and counties of this state may jointly, in such manner as they shall agree upon, construct, acquire, own, equip, operate and maintain facilities which will directly aid each participating governmental unit in performing a duty or duties imposed upon it or aid in exercising a power or powers conferred upon it, and may appropriate money and may issue bonds therefor.