

AGENDA
CHEHALEM PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
CHEHALEM ADMINISTRATION OFFICE
125 S. ELLIOTT ROAD NEWBERG, OREGON
APRIL 27, 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 March 23, 2023/Budget Meeting April 4, 2023.
 - B. Approval of Bills Payable
 - C. Approval of Financials
 - D. SDC Resolution 04-01-23
- V. Public Participation**
 - A. CVMS Japanese Garden
 - B. Others not on Agenda
- VI. Action Items/Committee Reports/Board Comments**
 - A. Approval of Bridge Contract for Newberg-Dundee Bypass Trail Phase 1
 - B. Approval of Appealing County decision to LUBA Ewing Young Park Bridge
 - C. Approval of Contract for Master Plan Bob Crystal Rilee Park
 - D. Renee Field Agreement discussion
 - E. 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 Paddle Launch Dundee
- 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 May 25, 2023. Public Hearing on 2023-24 Budget.

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Webinar ID: 892 0957 2170 Passcode 313753

To: Board of Directors
From: Superintendent
Date: April 20, 2023
Re: Background information for April 27, 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 & Budget Meeting – Please see pages (6-12) for Regular Meeting Minutes of March 23, 2023. Budget Meeting Minutes April 4, 2023.

RECOMMENDATION: Approval of Regular Board Meeting Minutes for March 23, 2023 & Budget Meeting April 4, 2023.

B. Approval of Bills Payable – See page (13-14). General Fund \$578,245.96, SDC FUND \$9,977.63, LOAN SERVICE FUND \$0.00, POOL BOND \$00.00, FOUNDATION \$4,132.41

RECOMMENDATION: APPROVAL OF BILLS PAYABLE.

C. Approval of Financial – Please see page (15-48). The current debt is for the golf course, fitness center and pool bond. Last year we paid for the property purchased on 219. We are allowed about \$92,400,000.00 in debt. As of 6/30/2022, we have \$22,070,000 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 3/31/21-22</u>	<u>AS OF 3/31/22-23</u>	<u>DIFFERENCE</u>
TOTAL EXPENDITURES	\$ 4,492,436.42	\$ 5,682,640.80	\$ 1,190,204.38
TOTAL OPERATION EX.	\$ 4,231,119.92	\$ 5,358,636.14	\$ 1,127,516.22
TOTAL CAP/AQ/DEV/TRS	\$ 261,316.50	\$ 324,004.66	\$ 62,688.16
TOTAL REVENUE	\$10,847,176.26	\$12,422,036.42	\$ 1,574,860.16
TOTAL TAXES	\$ 3,342,828.44	\$ 3,256,205.51	\$ <86,622.93>
TOTAL FEES & CHARGES	\$ 2,685,705.09	\$ 3,115,773.79	\$ 430,068.70
TOTAL OTHER REVENUE	\$ 232,015.33	\$ 129,131.29	\$ <102,884.04>
BEGINNING BALANCE	\$ 4,586,627.40	\$ 5,920,925.83	\$ 1,334,298.43
<u>BALANCE</u>	<u>\$ 6,354,739.84</u>	<u>\$ 6,739,395.62</u>	<u>\$ 384,655.78</u>

SDC FUND SUMMARY

<u>DESCRIPTION</u>	<u>AS OF 3/31/21-22</u>	<u>AS OF 3/31/22-23</u>	<u>DIFFERENCE</u>
BEGINNING BALANCE	\$ 1,941,451.07	\$ 3,890,319.32	\$1,948,868.25
INTEREST	\$ 9,636.61	\$ 73,287.20	\$ 63,650.59
CITY OF NEWBERG	\$ 2,432,567.76	\$ 945,798.04	\$ <1,486,769.72>
CITY OF DUNDEE	\$ 76,056.20	\$ 61,631.22	\$ < 14,424.98>
COUNTY OF YAMHILL	\$ 92,951.32	\$ 63,818.72	\$ < 29,132.60>
TRANSFERRED IN	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL REVENUE	\$ 4,552,662.96	\$ 5,034,854.50	\$ 482,191.54
TOTAL EXPENDITURE	\$ 501,041.72	\$ 518,708.17	\$ 17,666.45
<u>BALANCE</u>	<u>\$ 4,051,621.24</u>	<u>\$ 4,516,146.33</u>	<u>\$ 464,525.09</u>

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

D. SDC Resolution 04-01-23 – Please see pages (49-52). This is an annual event that was approved by the Board.

RECOMMENDATION; Approve Resolution 04-01-23.

V. PUBLIC PARTICIPATION

A. CVMS Japanese Garden – Please see email & pages (53-61).

RECOMMENDATION: If the Board wishes can grant the \$7,000.00 requested. I was going to approve \$5,000.00.

B. Others not on Agenda

VI. ACTION ITEMS/COMMITTEE REPORTS/BOARD COMMENTS

A. Approval of Bridge Contract for Newberg/Dundee Bypass Trail Phase 1 – Please see pages (62-71) for information. Casey will be at meeting to answer any questions or call him prior to meeting.

RECOMMENDATION: Approve Contract with Emery & Sons for not to exceed \$2,000,000.00

B. Approval of Appealing County decision to LUBA Ewing Young Park Bridge – Please see pages (72-80). Will Discuss at meeting

RECOMMENDATION: Approve Appealing County decision

C. Approval of Contract for Master Plan Bob & Crystal Rilee Park- Please see pages (81-87). Casey will be at meeting to discuss and answer questions

RECOMMENDATION; Approve contract with N/V/5 for \$53,933.00

D. Discussion of Agreement for Renee Fields – Please see pages (88-97). Will discuss at the meeting.

E. Reports and Comments from Board Members – Given at meeting

VII. OLD BUSINESS

- A. Update on Projects and Operation - Will discuss at meeting. Please see page (98
- B. Pickle Ball, Golf Course, Trail Advisory Committees – Will give at meeting. Please see pages (99-107) for minutes.
- C. Update Paddle Launch – Will give at meeting.

VIII. FROM THE SUPERINTENDENTS DESK

- A. Superintendent Report – Will give report at meeting. I have a draft of the 21-22 Audit, The land swap for Friends Park will not happen. Will discuss at meeting. Please see page (108)
- B. Staff Reports – Please see pages (109-121).

IX. CORRESPONDENCE

- A. Citizens Comments/Evaluations – Please see Pages (122-131)
- B. Miscellaneous Information – Please see page (132-138).

X. ADJOURNMENT

Next Regular Board Meeting May 25, 2023. Remember Public Hearing on Budget 23-24

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**CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
March 23, 2023
MINUTES**

- I.** Don Loving called the meeting to order 6:00 p.m.
- II.** Roll Call
- Board members:
Gayle Bizeau 6:18 p.m.
Don Loving
Jim McMaster
Lisa Rogers
- Absent:
Bart Rierson
- CPRD Staff:
Don Clements, Superintendent
Richard Cornwell, IT Specialist
Casey Creighton, Assistant Superintendent
Julie Petersen, Special Services Supervisor/Recreation Supervisor
Kat Ricker, Public Information Director
R. Scott Robinson, Golf Course Coordinator/Supervisor
Kellan Sasken, Special Services/Golf Director (remote)
Heidi Smith, Administrative Coordinator (remote)
Bryan Stewart, Basic Services Supervisor/Park and Facilities Supervisor
- Public:
Sean Andries, Chehalem Cultural Center Executive Director
Allyn Brown
Art Gregory, golf course staff and committee member
Quentin Comus
Jason Fields
- III.** Approval of agenda –
- Moved Lisa Rogers
Second Jim McMaster
Passed unanimously
- IV.** Approval of consent agenda

- a. Approval of minutes of regular Board meeting and Foundation meeting, March 2, 2023
McMaster said on page 13 there was a payroll figure of \$345,60; Don Clements said that should be \$345.60.
- b. Approval of bills payable
- c. Approval of financials
Moved Jim McMaster
Second Lisa Rogers
Passed unanimously

V. Public participation

- a. Sean Andries, Chehalem Cultural Center Executive Director reported operational updates and also presented plans and conceptual images for the second story renovation of the future performing arts wing - \$6 million raised on top of \$10 million that CCC had already raised, and said he hoped CPRD would budget for requested exterior property updates. Sean thanked "CPRD for all you do for us."
- b. Others not on agenda

VI. Action items/committee reports/Board comments

- a. **Approval of Spanish Translator contract**
Moved Lisa Rogers
Second Jim McMaster
Passed unanimously
- b. Approval of proposed amendment to grant agreement for Oregon Community Paths Program - Newberg-Dundee Bypass Trail, Phase I
Motion authorizing Superintendent to sign the amendment #2 for grant agreement.
Moved Lisa Rogers
Second Jim McMaster
Passed unanimously
- c. Discussion of Yamhill County Planning Commission appeal application on proposed Ewing Young Park bridge new construction project, which was denied on basis of transportation prohibition on AF-10 zones; however, CPRD's position is that parks are allowed on AF-10 zones, plus this is a portion of CPRD Park, and is relatively isolated insofar as transportation potential. Clements said we would likely pursue annexation process at same time.
- d. Discussion of lease agreement for Renee Field - Don Clements gave an update. Board discussed draft lease agreements from CPRD and Newberg School District legal counsels. Don Loving said he would be hesitant to approve a lease unless it was a minimum of 50 years; Board agreed.
- e. Reports and comments from Board members

Gayle Bizeau N/A
Don Loving N/A
Jim McMaster - N/A
Lisa Rogers - N/A

VII. Old business/project updates

a. Updates on projects - Casey Creighton reported that Bob and Crystal Rilee Park RFQ applicants had been narrowed from four total to two that were selected by the committee to move forward to the RFP stage of the masterplan consultant hiring process.

Proposed Newberg-Dundee Bypass Trail, Phase II RFP is open through April 13.

Crabtree Park update - Creighton continues to work toward a plan for a culvert replacement (This will involve a fish passage.) with property owner Paige Knutsen, who owns the access road which serves as the entrance to the park.

b. Trails advisory committee update from chairman Quentin Comus - planning June 3 work party; decided not to approve a motion that the Board should not become involved with taking over proposed Yamhelas Westsider Trail; writing a letter opposing the County's opposition to trails on agricultural land. Comus also met with Creighton, Kat Ricker, Bryan Stewart and Russ Sheehan to continue mapping Bob and Crystal Rilee Park with designated user trails. Stewart assured McMaster that staff is working toward posting signage in time for spring trails reopening, as the Board had previously discussed; he was working with volunteers to plan an April 1st work party as well.

Golf Course Advisory Committee report from Art Gregory - Clubhouse preliminary architectural conceptual plans were discussed (provided at no cost). Committee lost one member and has reviewed original applications and identified a replacement candidate.

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

VIII. From the superintendent's desk

a. Superintendent's report – Proposed 2023-24 Budget is before the Board and will be delivered to remainder of Budget Committee tomorrow. Update on GASBY requirements. Update on Chehalem Parks Foundation. McMaster mentioned that the firefighter play feature at the aquatic center is delaminating and wants public recognition of the donors such as a plaque.

b. Staff reports – Julie Petersen gave report on the George Sampson Memorial ceremony which took place this afternoon and complimented Jim McMaster on his officiating, plus updates from Activities Report. Preparation is underway for April 15th Camellia Run. Scott Robinson gave update on groundskeeping at golf course - spring

preparation on schedule.

Bryan Stewart gave update from Parks Activity Report - spring preparation on schedule, graffiti control in facilities.

Richard Cornwell gave update on server room upgrade, and has taken over mechanical operations of pools again.

Kat Ricker reported on new development of rising public information requests; the submission feature on the website, however, is apparently working well.

Kellan Sasken gave update on spring preparation and tournament signing on, including new fleet of golf carts expected in July.

IX. Correspondence

A. Citizen comments/evaluations – None

X. Adjournment – Lisa Rogers moved to adjourn 7:46 p.m.

Next meeting: April 27, 2023

Reminder - Annual Budget Committee Meeting: April 4, 2023

Respectfully Submitted,

Kat Ricker, Public Information Director

MINUTES
Chehalem Park & Recreation District Budget Committee
Annual Budget Meeting
125 S. Elliott Road
Newberg, OR 97132
6:00 p.m. April 4, 2023

- I. Meeting called to order by Don Loving, 6:03 p.m., recessed until Elizabeth Comfort arrived. Comfort arrived 6:06 and meeting began.

A. Budget Committee Members

Elizabeth Comfort
Elijah Dickson
Mike McBride
Jim Talt
Andrew Yinger

B. Board of Directors

Gayle Bizeau
Don Loving
Jim McMaster
Lisa Rogers

Excused: Bart Rierson

C. CPRD Staff

Richard Cornwell
Casey Creighton
Julie Petersen
Kat Ricker
Heidi Smith

D. Public

Jason Fields
Matthew Smith
Art Gregory (golf course employee & committee member)
Tom Hammer

II. Election of Budget Committee Officers

President: Elizabeth Comfort

Motion: Jim McMaster
Second: Mike McBride
Approved unanimously

Vice President: Jim Talt

Motion: Don Loving
Second: Mike McBride
Approved unanimously

Secretary: Andrew Yinger

Motion: Lisa Rogers

Second: Mike McBride

Approved unanimously

III. Approval of agenda and meeting dates

Motion: Gayle Bizeau

Second: Lisa Rogers

Approved unanimously

IV. Budget message delivered by Budget Officer

Budget Officer Don Clements talked about the Budget Overview. He projected that there will be an unappropriated ending balance of approximately \$6 million and clarified that there are projects which may need to be paid for with this, such as roof replacements for roofs which leak. Lisa Rogers said she was surprised then that there are no pay increases budgeted, even though an 8 percent COLA was scheduled; Clements said that he gave technician-level employees a Step increase, but not higher-level staff, and reminded the committee that a substantial pay increase had been given across the agency. Comfort said she wanted to avoid a lot of personnel compensation discussion, as that belonged to the Board of Directors to discuss. McMaster said that if we do not keep up with COLA increases, then we would fall behind down the road.

V. Discussion and public comments - No public comments at this time.

VI. Overview of funds

- A.** General Fund - Comfort asked whether unspent ending balance should be placed into Contingency Fund - 3 to 6 mo. operating expenses, for a clearer financial narrative. Clements said he felt comfortable with the budget the way that it was. Discussion. Talt supported Comfort's suggestion, citing transparency as a main reason, and said there was too much padding/float in the budget. McBride agreed. Loving said he would support three months' worth, which Comfort and Clements said would be \$1.5 million.

Discussion of proposed Renne Field renovation project (Drafted IGA with NSD is under discussion.). See page 128, under New Development. Target date of completion: June 2024. Talt asked how likely the budgeted \$1.5 was to be spent in this budget year and Comfort raised the idea of moving it from Projects (Capital Improvement and Replacement Request) and into Contingency instead, in order to budget true expenditures for the 2023-24 Budget. Clements said he believed that this is more forthright, because it shows where the money would be spent if we had it. Discussion: Comfort moving toward clear Beginning and End Balance.

B. Equipment & Major Maintenance Fund

Bizeau asked about Loan Service Fund; Clements and Creighton explained it.

McMaster asked about health insurance. Heidi Smith expects close to 8 percent increase; Clements said he budgeted 10 percent in order to budget for a high increase.

Talt asked about the Aquatic Odyssey which had been budgeted in previous year; McMaster said it had been determined that it would not be practical, so project was

dropped.

- C. System Development Fund** - Comfort reminded that debt for pool renovation had been moved here. Bizeau asked about SDC increase that was budgeted. Discussion: Clements explained Board-approved strategy for yearly increases of SDC fees. McMaster said most parks and playgrounds had been built through SDCs.
- D. Loan Service Fund** - No discussion.
- E. Bond Debt Fund** - No discussion.

VII. Public comments - None

Comfort reiterated her proposal to increase Contingency (See page 33) from \$117,902.00 to \$1.5 million, and reduce the Capital Development - Projects by approximately \$1,382,098.

Motion to accept Comfort's proposal.

Motion: Andrew Yinger

Second: Mike McBride

Passed unanimously

VIII. Approval of proposed Budget and tax rate

A. Approval of Resolution on Approving Levying Taxes for 2023-34

Rate is \$.9076 per \$1,000 of assessed value for operations.

Motion: Lisa Rogers

Second: Andrew Yinger

Passed unanimously

B. Approval of Resolution on Approving Budget for 2023-34

Sum is \$20,356,596.00.

Motion: Jim McMaster

Second: Lisa Rogers

Passed unanimously

C. Approval of Resolution on Approving Appropriations for 2023-34

Grand total all funds is \$20,356,596.00.

Changing Capital Development to \$3,799,356.00

Motion: Lisa Rogers

Second: Mike McBride

Passed unanimously

IX. Meeting adjourned at 7:41 p.m.

Submitted by Kat Ricker, Public Information Director

**ACCOUNTS AND PAYROLL PAYABLE
FROM MARCH 16, 2023
UP TO APRIL 22, 2023**

ACCOUNTS PAYABLE FOR GERNERAL FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TYPE CHECKS</u>
127514-127646	\$ 274,971.74	ACCOUNTS PAYABLE
127568 VOIDED (\$2062.17)		
127514-16,127541,127582,127645-46	\$ 4,090.11	PAYROLL
WIRE TRANSFER PAYROLL	\$ 275,781.17	PAYROLL
2346-2358	\$ 23,402.94	MANUAL/ACH TRANSFERS
GRAND TOTAL	<u>\$ 578,245.96</u>	

BREAKOUT

<u>ACCOUNTS PAYABLE</u>	\$ 274,971.74
<u>PAYROLL</u>	\$ 279,871.28
<u>WIRE TRANSFER & ACH</u>	\$ 23,402.94

ACCOUNTS PAYABLE FOR SDC FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
1106	\$ 1,339.33	GREEN WORKS, PC
1107	\$ 1,667.50	WISER RAIL ENGINEERING
1008	\$ 642.50	MIG;APG
1009	\$ 6,093.30	WH PACIFIC
1010	\$ 235.00	KITTELSON & ASSOCIATES
GRAND TOTAL	<u>\$ 9,977.63</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**CHECK NUMBERS AMOUNT TO WHOM**

WIRE TRANSFER \$ 00.00

GRAND TOTAL \$ 00.00**BREAKOUT****POOL BOND CONSTRUCTIONS** \$ 00.00**POOL BOND DEBT** \$ 00.00**ACCOUNTS PAYABLE FOR FOUNDATION****CHECK NUMBERS AMOUNT TO WHOM**

216 \$ 50.00 CORPORATE DIVISION

217 \$ 3,861.49 CITICARDS POOL SQUAT RACK

218 \$ 220.92 US BANK (TECH SOUP) (31.92)

GRAND TOTAL \$ 4,132.41

FINANCIAL OVERVIEW
GENERAL FUND SUMMARY

DESCRIPTION	AS OF 3/31/21-22	AS OF 3/31/22-23	DIFFERENCE
Total Operational Expense	\$ 4,231,119.92	\$5,358,636.14	\$1,127,516.22
Total Capital Outlay & Transfers	\$ 261,316.50	\$ 324,004.66	\$ 62,688.16
GRAND TOTAL EXPENSES	\$ 3,492,436.42	\$5,682,640.80	\$1,190,204.38
Total Tax Revenue	\$ 3,342,828.44	\$3,256,205.51	\$ < 86,622.93>
Total Fees & Charges Revenue	\$ 2,685,705.09	\$3,115,773.79	\$ 430,068.70
Total Other Revenue	\$ 232,015.33	\$ 129,131.29	\$<102,884.04>
Beginning Balance	\$ 4,586,627.40	\$5,920,925.83	\$1,334,298.43
GRAND TOTAL REVENUE	\$10,847,176.26	\$12,422,036.42	\$1,574,860.16

SDC FUND SUMMARY

DESCRIPTION	AS OF 3/31/21-22	AS OF 3/31/22-23	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 501,041.72	\$ 518,708.17	\$ 17,666.45
TOTAL REVENUE	\$ 2,611,211.89	\$1,144,535.18	\$<1,466,676.71>
BEGINNING BALANCE	\$ 1,941,451.07	\$3,890,319.32	\$ 1,948,868.25
GRAND TOTAL REVENUE	\$ 4,552,662.96	\$5,034,854.50	\$ 482,191.54

LOAN SERVICE FUND SUMMARY

DESCRIPTION	AS OF 3/31/21-22	AS OF 3/31/22-23	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 0.00	\$ 0.00	\$ 0.00
REVENUE TRANSFERS	\$ 0.00	\$ 0.00	\$ 0.00
INTREST	\$ 231.49	\$ 631.72	\$ 400.23
BEGINNING BALANCE	\$ 33,702.97	\$ 34,000.55	\$ 297.58
GRAND TOTAL REVENUE	\$ 33,934.46	\$ 34,632.27	\$ 697.81

EQUIPMENT AND MAJOR MAINTENANCE FUND SUMMARY

DESCRIPTION	AS OF 3/31/21-22	AS OF 3/31/22-23	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 3/31/21-22	AS OF 3/31/22-23	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 3/31/21-22	AS OF 3/31/22-23	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 310,486.15	\$ 292,610.92	\$ <17,875.23>

General Ledger Revenue Analysis

User: hsmith
Printed: 4/3/2023 2:23:49 PM
Period 09 - 09
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	53,820.14	3,206,742.63	255,414.37	92.62
001-000-411000	PRIOR TAXES	125,000.00	2,756.43	49,462.88	75,537.12	39.57
001-000-450000	PARKS	10,225.00	13,128.50	43,338.77	-33,113.77	423.85
001-000-450415	PADDLE LAUNCH	0.00	0.00	0.00	0.00	0.00
001-000-451000	AQUATIC RECEIPTS	1,009,255.00	135,421.47	959,181.32	50,073.68	95.04
001-000-452000	ADULT SPORT RECEIPTS	40,680.00	4,821.97	8,955.23	31,724.77	22.01
001-000-453000	YOUTH SPORT RECEIPTS	331,200.00	26,707.86	279,141.03	52,058.97	84.28
001-000-453001	LITTLE LEAGUE FEES	0.00	0.00	0.00	0.00	0.00
001-000-453002	TUALATIN VALLEY YOUTH FOOTBALL	0.00	0.00	0.00	0.00	0.00
001-000-454000	RECREATION CLASSES INCOME	115,200.00	19,029.00	122,458.88	-7,258.88	106.30
001-000-454001	CLASSES/SPECIAL ACTIVITY	0.00	0.00	0.00	0.00	0.00
001-000-455000	PLAYGRNDSCENTERS	657,000.00	58,252.44	438,071.99	218,928.01	66.68
001-000-456000	COMM CTRSCOUT HOUSE INCOME	77,855.00	8,845.51	91,011.32	-13,156.32	116.90
001-000-457000	COMMUNITY SCHOOL	57,500.00	150.00	29,365.95	28,134.05	51.07
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	67,099.85	1,113,273.73	453,726.27	71.04
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	2,601.98	20,952.49	56,913.51	26.91
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	21,078.84	123,675.60	-93,675.60	412.25
001-000-480020	SKATE PARK INCOME	0.00	0.00	0.00	0.00	0.00
001-000-480022	GRANTS/LOANS/OTHER	0.00	0.00	0.00	0.00	0.00
001-000-480025	MISCELLANEOUS INCOME	50,000.00	141.50	5,455.69	44,544.31	10.91
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	CHEHALEM 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

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
	REVENUE	9,793,915.00	413,855.49	12,422,036.42	-2,628,121.42	126.83
001	GENERAL FUND	9,793,915.00	413,855.49	12,422,036.42	-2,628,121.42	126.83
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
	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
	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	107.96	631.72	-631.72	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
	REVENUE	34,888.00	107.96	34,632.27	255.73	99.27

Account Number	Description	Budget	Period Amt	End Bal	Uncollected	% Collected
026	LOAN SERVICE FUND	34,888.00	107.96	34,632.27	255.73	99.27
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	8,263.36	61,631.22	13,368.78	82.17
035-000-460002	SDC FUNDS-NEWBERG	650,000.00	24,790.08	945,798.04	-295,798.04	145.51
035-000-460003	SDC FUNDS-YAMHILL COUNTY	75,000.00	15,253.72	63,818.72	11,181.28	85.09
035-000-461000	INTEREST EARNED	2,500.00	0.00	0.00	2,500.00	0.00
035-000-461001	INTEREST EARNED-DUNDEE	0.00	637.96	3,167.47	-3,167.47	0.00
035-000-461002	INTEREST EARNED-NEWBERG	0.00	11,021.97	63,396.28	-63,396.28	0.00
035-000-461003	INTEREST EARNED-YAMHILL COUNTY	0.00	1,078.87	6,723.45	-6,723.45	0.00
035-000-620001	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	61,045.96	5,034,854.50	-2,232,354.50	179.66
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	61,045.96	5,034,854.50	-2,232,354.50	179.66
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	24,864.27	1,481,477.56	-1,481,477.56	0.00

Account Number	Description	Budget	Period Amt	End Bal	Uncollected	% Collected
037-000-411000	PRIOR BOND	0.00	894.27	22,745.36	-22,745.36	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	0.00	6,132.63	28,510.76	-28,510.76	0.00
	REVENUE	1,355,225.00	31,891.17	1,896,544.95	-541,319.95	139.94
037	BOND LOAN SERVICE	1,355,225.00	31,891.17	1,896,544.95	-541,319.95	139.94
Revenue Total		13,986,528.00	506,900.58	19,388,068.14	-5,401,540.14	1.3862

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General Ledger Expense vs Budget

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Period 09 - 09
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								
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	88,332.12	29,444.88	0.00	29,444.88	25.00
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	78,062.81	32,144.19	0.00	32,144.19	29.17
001-413-110032	ADMIN. COORDINATOR	64,436.00	5,369.62	47,883.93	16,552.07	0.00	16,552.07	25.69
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	52,915.71	18,124.29	0.00	18,124.29	25.51
001-413-110036	EVENTMARKETING	45,793.00	3,816.08	34,030.35	11,762.65	0.00	11,762.65	25.69
	COORDINATOR							
001-413-110037	AQUATIC SPECIALIST	43,613.00	3,634.36	32,374.06	11,238.94	0.00	11,238.94	25.77
001-413-120000	PARTTIME & TEMP. SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-120001	CLERKTYPISTCASHIER	8,970.00	464.46	3,129.44	5,840.56	0.00	5,840.56	65.11
001-413-120002	Registration Clerks	150,249.00	9,281.11	73,895.76	76,353.24	0.00	76,353.24	50.82
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	3,620.33	31,302.91	15,522.09	0.00	15,522.09	33.15
001-413-140002	UNEMPLOYMENT	36,725.00	1,549.39	8,147.39	28,577.61	0.00	28,577.61	77.82
001-413-140003	RETIREMENT	36,682.00	2,911.58	24,558.71	12,123.29	0.00	12,123.29	33.05
001-413-140004	HEALTH INSURANCE	115,010.00	9,371.68	83,160.69	31,849.31	0.00	31,849.31	27.69
001-413-140005	SAIF	2,264.00	94.68	869.83	1,394.17	0.00	1,394.17	61.58
	PERSONNEL EXPENSE	849,591.00	65,031.83	558,663.71	290,927.29	0.00	290,927.29	34.24
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	225.13	3,186.12	8,413.88	0.00	8,413.88	72.53
001-413-210002	POSTAGE SUPPLIES	1,500.00	-76.30	321.52	1,178.48	0.00	1,178.48	78.57
001-413-210003	PROGRAM SUPPLIES	9,300.00	0.00	1,725.45	7,574.55	0.00	7,574.55	81.45

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	PRTGADVERPUBLCITY	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,SCHIELDS, 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	40.00	50.63	949.37	0.00	949.37	94.94
001-413-320000	DUESMTGSTRATNTRYEXPS	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	0.00	8,441.39	558.61	0.00	558.61	6.21
001-413-320003	CONFERENCES & WORKSHOPS	5,500.00	0.00	2,375.82	3,124.18	0.00	3,124.18	56.80
001-413-320004	STAFF MILEAGE	1,000.00	0.00	758.90	241.10	0.00	241.10	24.11
001-413-320005	STAFF EXPENSES	7,750.00	-706.53	4,419.08	3,330.92	0.00	3,330.92	42.98
001-413-331000	UTLITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-331004	TELEPHONE	4,500.00	314.83	2,934.82	1,565.18	0.00	1,565.18	34.78
001-413-331005	MISCELLANEOUS	0.00	0.00	48.98	-48.98	0.00	-48.98	0.00
001-413-331007	Fees (activenetcbank)	7,000.00	476.09	4,466.64	2,533.36	0.00	2,533.36	36.19
001-413-340000	INTERNET & COMMUNICATON	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-340001	TECH							
001-413-340001	INTERNET AND	732.00	104.28	2,247.77	-1,515.77	0.00	-1,515.77	-207.07
001-413-340002	COMMUNICATION							
001-413-340002	DATA STORAGE AND BACKUP	365.00	107.99	527.93	-162.93	0.00	-162.93	-44.64
001-413-340003	VIDEO AND PHOTOGRAPHY	732.00	0.00	229.08	502.92	0.00	502.92	68.70
001-413-340004	ONLINE ADVERTISING	365.00	0.00	0.00	365.00	0.00	365.00	100.00
001-413-355000	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-355001	BUILDING MAINT & REPAIR	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-413-355002	STRUCTURE MAINT & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-355003	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	1,224.50	19,703.00	30,297.00	0.00	30,297.00	60.59
001-413-380002	AUDIT SERVICES	27,500.00	0.00	8,200.00	19,300.00	0.00	19,300.00	70.18
001-413-380003	PROGRAM CONTRACTS	15,000.00	173.34	8,625.46	6,374.54	0.00	6,374.54	42.50
001-413-380004	INSURANCE SERVICES	13,500.00	0.00	13,336.29	163.71	0.00	163.71	1.21
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	13,000.00	13,000.00	19,000.00	0.00	19,000.00	59.38
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	14,883.33	113,047.31	141,906.69	0.00	141,906.69	55.66
413	ADMINISTRATION DEPARTMENT	1,104,545.00	79,915.16	671,711.02	432,833.98	0.00	432,833.98	39.19
450	EXPENDITURES							
001-450-110000	REGULAR 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
001-450-110021	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	45,395.91	15,971.09	0.00	15,971.09	26.03
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	39,372.73	13,639.27	0.00	13,639.27	25.73
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	2,760.02	25,142.05	14,415.95	0.00	14,415.95	36.44
001-450-110027	SYSTEM IT TECH 4	39,558.00	3,139.50	27,835.91	11,722.09	0.00	11,722.09	29.63
001-450-110028	PARKS TECH 5 (BLDG)	39,558.00	4,227.62	24,465.42	15,092.58	0.00	15,092.58	38.15
001-450-110029	PARKTRAIL SPECIALIST 1	53,012.00	5,113.90	43,468.15	9,543.85	0.00	9,543.85	18.00
001-450-110030	PARKTRAIL SPECIALIST 2	53,012.00	4,455.90	44,904.21	8,107.79	0.00	8,107.79	15.29
001-450-110032	ADM COOR BS Super	81,600.00	6,800.05	61,087.91	20,512.09	0.00	20,512.09	25.14
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	13,006.34	187,985.22	154,387.78	0.00	154,387.78	45.09
001-450-120002	PARK LABORER 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-130000	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	3,804.11	39,484.62	22,224.38	0.00	22,224.38	36.01
001-450-140002	UNEMPLOYMENT	48,399.00	1,614.90	9,471.62	38,927.38	0.00	38,927.38	80.43
001-450-140003	RETIREMENT	37,607.00	1,259.96	11,133.58	26,473.42	0.00	26,473.42	70.39
001-450-140004	HEALTH INSURANCE	192,750.00	10,000.26	88,495.04	104,254.96	0.00	104,254.96	54.09
001-450-140005	SAIF	47,671.00	1,464.53	15,685.30	31,985.70	0.00	31,985.70	67.10
	PERSONNEL EXPENSE	1,194,799.00	67,874.89	680,552.21	514,246.79	0.00	514,246.79	43.04
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	8.74	2,908.83	185.17	0.00	185.17	5.98
001-450-210002	POSTAGE SUPPLIES	1,078.00	138.60	391.80	686.20	0.00	686.20	63.65
001-450-210003	PROGRAM SUPPLIES	12,400.00	9.50	15,795.68	-3,395.68	0.00	-3,395.68	-27.38
001-450-210004	SMALL TOOLS	9,612.00	1,063.71	14,269.31	-4,657.31	0.00	-4,657.31	-48.45
001-450-210005	JANITORIAL SUPPLIES	25,845.00	4,365.80	19,860.02	5,984.98	0.00	5,984.98	23.16
001-450-210006	CHEMICAL & AGRI. SUPPLIES	48,699.00	7,768.26	22,741.77	25,957.23	0.00	25,957.23	53.30
001-450-210008	GAS & OIL SUPPLIES	24,052.00	1,721.70	16,600.96	7,451.04	0.00	7,451.04	30.98
001-450-310000	PRNTGADVERPUBLCITY	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	120.88	393.08	1,966.92	0.00	1,966.92	83.34
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	350.00	2,959.63	1,930.37	0.00	1,930.37	39.48
001-450-320003	CONFERENCES & WORKSHOPS	5,050.00	140.00	2,928.93	2,121.07	0.00	2,121.07	42.00
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	18.53	2,798.88	-2,398.88	0.00	-2,398.88	-599.72
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	6,859.45	62,225.80	15,774.20	0.00	15,774.20	20.22
001-450-331002	NATURAL GAS	59,421.00	5,291.65	26,600.57	32,820.43	0.00	32,820.43	55.23
001-450-331003	WATER & SEWER	236,735.00	5,104.57	194,251.09	42,483.91	0.00	42,483.91	17.95
001-450-331004	TELEPHONE	4,980.00	301.54	3,658.62	1,321.38	0.00	1,321.38	26.53
001-450-331005	MISCELLANEOUS	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
001-450-331006	GARBAGE EXPENSE	22,389.00	1,376.13	12,820.07	9,568.93	0.00	9,568.93	42.74
001-450-331007	FEES(activetechbank)	600.00	35.87	389.53	210.47	0.00	210.47	35.08
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	166.05	8,322.10	249.90	0.00	249.90	2.92
001-450-340002	DATA AND STORAGE BACK UP	4,201.00	795.22	4,666.27	-465.27	0.00	-465.27	-11.08
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	694.07	46,380.69	6,629.31	0.00	6,629.31	12.51
001-450-355002	STRUCTURE MAINT. & REPAIR	23,636.00	2,759.02	14,251.93	9,384.07	0.00	9,384.07	39.70
001-450-355003	EQUIPMENT MAINT. & REPAIR	51,760.00	4,715.92	44,767.57	6,992.43	0.00	6,992.43	13.51
001-450-355004	GROUND MAINT. & REPAIR	75,950.00	2,053.80	37,283.09	38,666.91	0.00	38,666.91	50.91
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	30,690.54	255,354.08	73,401.92	0.00	73,401.92	22.33
001-450-380004	INSURANCE SERVICES	44,000.00	0.00	46,841.32	-2,841.32	0.00	-2,841.32	-6.46
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	150.00	1,440.61	3,659.39	0.00	3,659.39	71.75
001-450-456003	BUILDINGS & STRUCTURES	5,125.00	0.00	2,323.00	2,802.00	0.00	2,802.00	54.67
001-450-456003	MATL. SERV., SUPPLIES	1,140,174.00	76,699.55	863,860.93	276,313.07	0.00	276,313.07	24.23
450	EXPENDITURES	2,334,973.00	144,574.44	1,544,413.14	790,559.86	0.00	790,559.86	33.86
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	1,888.91	16,890.59	5,776.41	0.00	5,776.41	25.48
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	4,870.66	52,425.08	8,941.92	0.00	8,941.92	14.57
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	4,007.46	37,135.35	10,947.65	0.00	10,947.65	22.77
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	16,914.50	179,427.77	71,732.23	0.00	71,732.23	28.56
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	4,449.19	53,397.72	48,276.28	0.00	48,276.28	47.48
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	1,570.23	15,133.77	3,622.23	0.00	3,622.23	19.31
001-451-120006	PERSONAL TRAINER	3,848.00	262.45	2,370.12	1,477.88	0.00	1,477.88	38.41
001-451-120007	FC MONITOR	25,116.00	2,989.07	36,368.38	-11,252.38	0.00	-11,252.38	-44.80
001-451-120008	Lead Guard	42,331.00	958.08	7,831.78	34,499.22	0.00	34,499.22	81.50
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	2,896.46	30,641.99	15,267.01	0.00	15,267.01	33.25
001-451-140002	UNEMPLOYMENT	36,007.00	1,204.08	7,492.58	28,514.42	0.00	28,514.42	79.19

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-451-140003	RETIREMENT	10,701.00	685.30	8,206.56	2,494.44	0.00	2,494.44	23.31
001-451-140004	HEALTH INSURANCE	52,250.00	7,174.37	33,869.13	18,380.87	0.00	18,380.87	35.18
001-451-140005	SAIF	35,465.00	1,209.64	12,741.90	22,723.10	0.00	22,723.10	64.07
	PERSONNEL EXPENSE	780,450.00	51,080.40	493,932.72	286,517.28	0.00	286,517.28	36.71
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	639.24	4,797.43	712.57	0.00	712.57	12.93
001-451-210002	POSTAGE SUPPLIES	450.00	25.84	209.76	240.24	0.00	240.24	53.39
001-451-210003	PROGRAM SUPPLIES	18,915.00	1,421.90	13,557.58	5,357.42	0.00	5,357.42	28.32
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 & AGRI. SUPPLIES	30,800.00	3,891.20	33,234.43	-2,434.43	0.00	-2,434.43	-7.90
001-451-210007	STORE SUPPLIES	7,500.00	126.17	5,465.60	2,034.40	0.00	2,034.40	27.13
001-451-210008	GAS & OIL SUPPLIES	0.00	702.08	702.08	-702.08	0.00	-702.08	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	625.00	0.00	0.00	625.00	0.00	625.00	100.00
001-451-310002	BROCHURE	1,450.00	0.00	0.00	1,450.00	0.00	1,450.00	100.00
001-451-310003	FLYERS, SCHEDULES, MISC.	4,850.00	-13.67	408.21	4,441.79	0.00	4,441.79	91.58
001-451-320000	DUESMTGSTRAINTRVLEXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-320001	DIRECTORS FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-320002	CONF. DUESFEESMAGS.BKS	5,340.00	375.62	5,300.74	39.26	0.00	39.26	0.74
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	0.00	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	17,282.93	169,406.15	38,426.85	0.00	38,426.85	18.49
001-451-331002	NATURAL GAS	69,764.00	8,353.03	40,825.20	28,938.80	0.00	28,938.80	41.48
001-451-331003	WATER & SEWER	29,825.00	6,011.73	50,275.00	-20,450.00	0.00	-20,450.00	-68.57
001-451-331004	TELEPHONE	8,700.00	0.00	2,907.48	5,792.52	0.00	5,792.52	66.58
001-451-331005	DOE REPAYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-331007	FEES(activecncbank)	62,625.00	9,259.96	65,330.41	-2,705.41	0.00	-2,705.41	-4.32
001-451-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-340001	INTERNET AND COMMUNICATION	1,067.00	132.99	1,512.92	-445.92	0.00	-445.92	-41.79
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 PHOTOGRAPHY	210.00	0.00	228.96	-18.96	0.00	-18.96	-9.03
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	3,220.98	10,782.94	11,217.06	0.00	11,217.06	50.99
001-451-380004	INSURANCE SERVICES	46,449.00	0.00	44,109.74	2,339.26	0.00	2,339.26	5.04

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	143.00	449.00	1.00	0.00	1.00	0.22
001-451-456000	RENTAL LEASE	0.00	0.00	0.00	0.00	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	<u>527,470.00</u>	<u>51,573.00</u>	<u>449,556.74</u>	<u>77,913.26</u>	<u>0.00</u>	<u>77,913.26</u>	<u>14.77</u>
451	AQUATICS	1,307,920.00	102,653.40	943,489.46	364,430.54	0.00	364,430.54	27.86
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	793.21	2,578.43	6,626.57	0.00	6,626.57	71.99
001-452-110044	ADULT SPORTS (ss)SUPERVISOR	4,533.00	377.78	3,385.07	1,147.93	0.00	1,147.93	25.32
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	89.56	456.02	3,668.98	0.00	3,668.98	88.94
001-452-140002	UNEMPLOYMENT	3,235.00	35.51	116.69	3,118.31	0.00	3,118.31	96.39
001-452-140003	RETIREMENT	1,113.00	93.68	477.07	635.93	0.00	635.93	57.14
001-452-140004	HEALTH INSURANCE	5,450.00	363.07	1,890.68	3,559.32	0.00	3,559.32	65.31
001-452-140005	SAIF	3,187.00	38.16	190.56	2,996.44	0.00	2,996.44	94.02
	PERSONNEL EXPENSE	<u>71,034.00</u>	<u>1,790.97</u>	<u>9,094.52</u>	<u>61,939.48</u>	<u>0.00</u>	<u>61,939.48</u>	<u>87.20</u>
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	-7.94	1,127.08	472.92	0.00	472.92	29.56
001-452-210002	POSTAGE SUPPLIES	175.00	0.00	3.00	172.00	0.00	172.00	98.29
001-452-210003	PROGRAM SUPPLIES	13,260.00	650.11	3,551.11	9,708.89	0.00	9,708.89	73.22
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	PRNTGADVERTPUBLCITY	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	DUESMGTSTRAINTRYLEXP	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	0.00	171.00	1,529.00	0.00	1,529.00	89.94
001-452-320003	CONFERENCES & WORKSHOPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-320004	STAFF MILAGE	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	1,002.96	297.04	0.00	297.04	22.85
001-452-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-331007	FEES(activeclubbank)	750.00	0.15	2.11	747.89	0.00	747.89	99.72
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	225.00	262.50	0.00	262.50	53.85
001-452-340002	COMMUNICATION	87.50	0.00	0.00	87.50	0.00	87.50	100.00
001-452-340003	DATA STORAGE AND BACK UP	87.50	0.00	229.08	-141.58	0.00	-141.58	-161.81
001-452-340004	VIDEO AND PHOTOGRAPHY	87.50	0.00	0.00	87.50	0.00	87.50	100.00
001-452-350000	ONLINE ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-350001	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-350002	BUILDING MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-350003	STRUCTURE MAINT. & REPAIR	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-452-350004	EQUIPMENT MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	4,100.98	199.02	0.00	199.02	4.63
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	753.88	16,017.20	29,867.80	0.00	29,867.80	65.09
452	ADULT SPORTS DEPARTMENT	116,919.00	2,544.85	25,111.72	91,807.28	0.00	91,807.28	78.52
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	1,511.11	13,540.25	4,592.75	0.00	4,592.75	25.33
001-453-110043	SPORTS TECHNICIAN	35,880.00	3,139.50	26,685.75	9,194.25	0.00	9,194.25	25.63
001-453-110045	YOUTH SPORTS COORDINATOR	52,162.00	4,320.69	43,025.28	9,136.72	0.00	9,136.72	17.52
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	245.81	3,225.86	67,458.14	0.00	67,458.14	95.44
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	705.10	6,615.47	6,914.53	0.00	6,914.53	51.11
001-453-140002	UNEMPLOYMENT	10,612.00	302.94	1,761.66	8,850.34	0.00	8,850.34	83.40
001-453-140003	RETIREMENT	8,600.00	466.54	4,525.22	4,074.78	0.00	4,074.78	47.38
001-453-140004	HEALTH INSURANCE	57,800.00	4,162.25	41,948.24	15,851.76	0.00	15,851.76	27.43
001-453-140005	SAIF	10,452.00	289.18	2,738.79	7,713.21	0.00	7,713.21	73.80
	PERSONNEL EXPENSE	277,853.00	15,143.12	144,066.52	133,786.48	0.00	133,786.48	48.15
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	-27.32	1,991.30	1,508.70	0.00	1,508.70	43.11
001-453-210002	POSTAGE SUPPLIES	175.00	5.67	144.27	30.73	0.00	30.73	17.56
001-453-210003	PROGRAM SUPPLIES	78,860.00	7,961.42	72,021.06	6,838.94	0.00	6,838.94	8.67
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	PRNTGADVERPUBLICITY	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	0.00	710.77	755.23	0.00	755.23	51.52
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	815.32	1,132.31	67.69	0.00	67.69	5.64
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	69.80	3,023.48	-1,023.48	0.00	-1,023.48	-51.17
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	810.85	689.15	0.00	689.15	45.94
001-453-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-331007	FEES(activeneccbank)	8,000.00	208.10	2,352.53	5,647.47	0.00	5,647.47	70.59
001-453-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-340001	INTERNET AND	1,323.40	0.00	225.00	1,098.40	0.00	1,098.40	83.00
001-453-340002	COMMUNICATION							
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	0.00	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	ARCHL ANDSCAPE SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-380003	PROGRAM CONTRACTS	90,000.00	753.89	66,757.41	23,242.59	0.00	23,242.59	25.83
001-453-380004	INSURANCE SERVICES	5,000.00	0.00	4,882.49	117.51	0.00	117.51	2.35
001-453-380009	REFUNDS	1,000.00	180.00	329.00	671.00	0.00	671.00	67.10
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	10,056.95	154,609.43	54,427.57	0.00	54,427.57	26.04

453	YOUTH SPORTS DEPARTMENT	486,890.00	25,200.07	298,675.95	188,214.05	0.00	188,214.05	38.66
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	6,770.14	2,296.86	0.00	2,296.86	25.33
001-454-110053	RECREATION COORDINATOR	30,684.00	2,556.96	22,801.95	7,882.05	0.00	7,882.05	25.69
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	3,100.77	26,683.09	14,996.91	0.00	14,996.91	35.98
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	490.60	4,303.33	1,925.67	0.00	1,925.67	30.91
001-454-140002	UNEMPLOYMENT	4,886.00	195.42	999.98	3,886.02	0.00	3,886.02	79.53
001-454-140003	RETIREMENT	3,220.00	265.00	2,365.75	854.25	0.00	854.25	26.53
001-454-140004	HEALTH INSURANCE	16,500.00	1,367.82	12,308.68	4,191.32	0.00	4,191.32	25.40
001-454-140005	SAIF	4,812.00	150.88	1,353.73	3,458.27	0.00	3,458.27	71.87
	PERSONNEL EXPENSE	117,078.00	8,883.01	77,586.65	39,491.35	0.00	39,491.35	33.73
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	83.56	820.89	1,179.11	0.00	1,179.11	58.96
001-454-210002	POSTAGE SUPPLIES	600.00	5.04	30.84	569.16	0.00	569.16	94.86
001-454-210003	PROGRAM SUPPLIES	7,500.00	2,097.49	8,961.40	-1,461.40	0.00	-1,461.40	-19.49
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	OUTL'T CLUB SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-310000	PRNTGADVERPUBLCITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-310001	CLASSTFE 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

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	0.00	541.63	-141.63	0.00	-141.63	-35.41
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	37.06	199.88	600.12	0.00	600.12	75.02
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(activetecbank)	4,000.00	307.83	962.08	3,037.92	0.00	3,037.92	75.95
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	100.00	0.00	225.00	-125.00	0.00	-125.00	-125.00
001-454-340002	COMMUNICATION	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-454-340003	VIDEO & PHOTOGRAPHY	200.00	0.00	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	785.17	25,707.23	-5,707.23	0.00	-5,707.23	-28.54
001-454-380004	INSURANCE SERVICES	5,000.00	0.00	4,100.98	899.02	0.00	899.02	17.98
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	3,316.15	41,778.89	2,871.11	0.00	2,871.11	6.43
454	CLASSES/SPECIAL ACTIVITY	161,728.00	12,199.16	119,365.54	42,362.46	0.00	42,362.46	26.19
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	6,770.14	2,296.86	0.00	2,296.86	25.33
001-455-110055	RECREATION COORDINATOR	12,273.00	1,022.78	9,227.53	3,045.47	0.00	3,045.47	24.81

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	22,575.35	227,979.38	166,581.62	0.00	166,581.62	42.22
001-455-120002	PLAYGROUNDEVENTS 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	32,446.86	11,166.14	0.00	11,166.14	25.60
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	2,141.09	21,140.15	14,012.85	0.00	14,012.85	39.86
001-455-140002	UNEMPLOYMENT	27,571.00	880.31	5,132.75	22,438.25	0.00	22,438.25	81.38
001-455-140003	RETIREMENT	5,261.00	433.00	3,875.42	1,385.58	0.00	1,385.58	26.34
001-455-140004	HEALTH INSURANCE	36,110.00	3,001.02	27,064.14	9,045.86	0.00	9,045.86	25.05
001-455-140005	SALE	9,216.00	310.52	3,074.78	6,141.22	0.00	6,141.22	66.64
	PERSONNEL EXPENSE	572,825.00	34,753.99	336,711.15	236,113.85	0.00	236,113.85	41.22
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	65.50	947.29	2,552.71	0.00	2,552.71	72.93
001-455-210002	POSTAGE SUPPLIES	500.00	3.15	48.15	451.85	0.00	451.85	90.37
001-455-210003	PROGRAM SUPPLIES	25,000.00	0.00	3,664.51	21,335.49	0.00	21,335.49	85.34
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	1,185.44	6,713.58	7,286.42	0.00	7,286.42	52.05
001-455-310000	PRNTGADVERPUBLCITY	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	1.53	675.06	324.94	0.00	324.94	32.49
001-455-310003	FLYERS, SCHEDULES, MISC.	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-455-320000	DUESMTGSTRAINTRVLEXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-320002	PROF. DUESFEESMAGS.BKS	815.00	0.00	372.47	442.53	0.00	442.53	54.30
001-455-320003	CONFERENCES & WORKSHOPS	700.00	0.00	0.00	700.00	0.00	700.00	100.00
001-455-320004	STAFF MILEAGE	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-455-320005	STAFF EXPENSE	2,000.00	166.77	609.48	1,390.52	0.00	1,390.52	69.53
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	484.02	5,060.91	439.09	0.00	439.09	7.98
001-455-331007	FEES(activecbank)	20,000.00	2,960.14	28,613.43	-8,613.43	0.00	-8,613.43	-43.07
001-455-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-340001	INTERNET AND	1,100.00	0.00	225.00	875.00	0.00	875.00	79.55
001-455-340002	COMMUNICATION							
001-455-340003	DATA STORAGE AND BACK UP	100.00	0.00	0.00	100.00	0.00	100.00	100.00
	VIDEO AND PHOTOGRAPHY	200.00	0.00	229.08	-29.08	0.00	-29.08	-14.54

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	0.00	0.00	-592.85	0.00	-592.85	-11.86
001-455-380004	INSURANCE SERVICES	4,000.00	0.00	4,100.98	-100.98	0.00	-100.98	-2.52
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	60.00	9,940.00	0.00	9,940.00	99.40
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	5,444.33	58,441.57	48,473.43	0.00	48,473.43	45.34
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	40,198.32	395,152.72	284,587.28	0.00	284,587.28	41.87
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	3,211.13	1,321.87	0.00	1,321.87	29.16
001-456-110002	RECREATION COORDINATOR	12,273.00	1,022.78	8,867.57	3,405.43	0.00	3,405.43	27.75
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	28,292.09	13,243.91	0.00	13,243.91	31.89
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	208.38	208.38	14,143.62	0.00	14,143.62	98.55
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	363.24	3,104.39	2,456.61	0.00	2,456.61	44.18
001-456-140002	UNEMPLOYMENT	4,362.00	153.14	831.11	3,530.89	0.00	3,530.89	80.95
001-456-140003	RETIREMENT	4,726.00	363.18	1,636.82	3,089.18	0.00	3,089.18	65.37
001-456-140004	HEALTH INSURANCE	31,850.00	2,898.48	24,499.46	7,350.54	0.00	7,350.54	23.08
001-456-140005	SALE	1,851.00	57.12	535.70	1,315.30	0.00	1,315.30	71.06
	PERSONNEL EXPENSE	121,044.00	8,583.28	71,186.65	49,857.35	0.00	49,857.35	41.19
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	56.03	943.97	0.00	943.97	94.40
001-456-210002	POSTAGE SUPPLIES	400.00	0.63	11.43	388.57	0.00	388.57	97.14
001-456-210003	PROGRAM SUPPLIES	4,000.00	0.00	2,351.10	1,648.90	0.00	1,648.90	41.22
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	-21.22	629.56	370.44	0.00	370.44	37.04
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/RESMAGSBOOKS	540.00	0.00	171.00	369.00	0.00	369.00	68.33
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	37.06	157.91	142.09	0.00	142.09	47.36
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	603.99	5,672.75	2,327.25	0.00	2,327.25	29.09
001-456-331002	NATURAL GAS	1,400.00	265.63	1,240.22	159.78	0.00	159.78	11.41
001-456-331003	WATER & SEWER	20,000.00	2,270.94	17,541.15	2,458.85	0.00	2,458.85	12.29
001-456-331004	TELEPHONE	1,900.00	123.43	1,131.73	768.27	0.00	768.27	40.44
001-456-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-331007	FEES(activetecbank)	1,000.00	163.43	2,216.81	-1,216.81	0.00	-1,216.81	-121.68
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	225.00	875.00	0.00	875.00	79.55
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	0.00	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	28.88	1,460.88	5,539.12	0.00	5,539.12	79.13
001-456-380004	INSURANCE SERVICES	50,000.00	0.00	48,158.28	1,841.72	0.00	1,841.72	3.68
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	0.00	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	109,840.00	3,469.55	82,133.34	27,706.66	0.00	27,706.66	25.22
456	COMM CNTRS SCOUT HOUSE	230,884.00	12,052.83	153,319.99	77,564.01	0.00	77,564.01	33.59
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	906.68	8,158.99	2,721.01	0.00	2,721.01	25.01
001-457-110057	COMM SCHOOL COORDINATOR	6,137.00	511.38	4,346.72	1,790.28	0.00	1,790.28	29.17
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	282.71	1,018.69	26,461.31	0.00	26,461.31	96.29
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	130.11	1,034.59	2,369.41	0.00	2,369.41	69.61
001-457-140002	UNEMPLOYMENT	2,670.00	51.60	254.06	2,415.94	0.00	2,415.94	90.48
001-457-140003	RETIREMENT	1,378.00	113.46	1,000.59	377.41	0.00	377.41	27.39
001-457-140004	HEALTH INSURANCE	5,800.00	475.80	4,174.69	1,625.31	0.00	1,625.31	28.02

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-457-140005	WORKERS COMP PERSONNEL EXPENSE	2,630.00	43.37	322.33	2,307.67	0.00	2,307.67	87.74
		60,379.00	2,515.11	20,310.66	40,068.34	0.00	40,068.34	66.36
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	-21.64	606.20	1,393.80	0.00	1,393.80	69.69
001-457-210002	POSTAGE SUPPLIES	400.00	0.00	1.80	398.20	0.00	398.20	99.55
001-457-210003	PROGRAM SUPPLIES	5,000.00	362.99	991.42	4,008.58	0.00	4,008.58	80.17
001-457-210004	SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210005	LABORATORY SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210006	CHEMICAL & AGRIL 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	69.78	430.22	0.00	430.22	86.04
001-457-210015	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-310000	PRINTADPUBLICITY	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	FLYERSCHEDMISC	250.00	0.00	0.00	250.00	0.00	250.00	100.00
001-457-320000	DUESMEETRNTRYEXP	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	0.00	261.00	539.00	0.00	539.00	67.38
001-457-320003	CONF & WORKSHOPS	275.00	0.00	0.00	275.00	0.00	275.00	100.00
001-457-320004	STAFF MILAGE	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(activetecbank)	1,000.00	0.00	319.98	680.02	0.00	680.02	68.00
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	225.00	875.00	0.00	875.00	79.55
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	0.00	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	GROUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-355005	VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380000	PROF & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380001	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380002	AUDIT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380003	PROGRAM CONTRACTS	11,000.00	3,215.00	15,162.99	-4,162.99	0.00	-4,162.99	-37.85
001-457-380004	INSURANCE SERVICES	2,000.00	0.00	1,905.18	94.82	0.00	94.82	4.74

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	RENTALS/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	3,556.35	19,786.21	6,288.79	0.00	6,288.79	24.12
457	COMM SCHOOLS	86,454.00	6,071.46	40,096.87	46,357.13	0.00	46,357.13	53.62
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	755.55	6,787.52	2,279.48	0.00	2,279.48	25.14
001-458-110059	GC MAINT COORDINATOR	53,012.00	4,638.48	39,825.87	13,186.13	0.00	13,186.13	24.87
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	3,581.66	57,161.73	123,457.27	0.00	123,457.27	68.35
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	685.59	8,085.15	17,413.85	0.00	17,413.85	68.29
001-458-140002	UNEMPLOYMENT	19,999.00	285.77	1,646.18	18,352.82	0.00	18,352.82	91.77
001-458-140003	RETIREMENT	12,369.00	60.44	542.96	11,826.04	0.00	11,826.04	95.61
001-458-140004	HEALTH INS	90,250.00	1,047.34	9,791.75	80,458.25	0.00	80,458.25	89.15
001-458-140005	WORKERS COMP	19,698.00	139.56	1,577.64	18,120.36	0.00	18,120.36	91.99
	PERSONNEL EXPENSE	501,132.00	11,194.39	127,346.56	373,785.44	0.00	373,785.44	74.59
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	56.39	2,676.79	-896.79	0.00	-896.79	-50.38
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	2,585.01	7,127.67	8,644.33	0.00	8,644.33	54.81
001-458-210004	SMALL TOOLS	6,160.00	543.06	2,825.40	3,334.60	0.00	3,334.60	54.13
001-458-210005	JANITORIAL SUPPLIES	2,000.00	107.13	264.99	1,735.01	0.00	1,735.01	86.75
001-458-210006	CHEMICAL & AGR. SUPPLIES	101,831.00	77,870.14	85,635.85	16,195.15	0.00	16,195.15	15.90
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	565.05	28,613.13	10,671.87	0.00	10,671.87	27.17
001-458-210014	SNACKS & FOOD	660.00	98.71	98.71	561.29	0.00	561.29	85.04
001-458-210015	UNIFORMS	720.00	435.94	687.90	32.10	0.00	32.10	4.46
001-458-310000	PRINT/AD/PUBLICITY	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	FLYERSSCHEDMISC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-320000	DUESMEETNTRAVEXP	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 DUESFEESMAGBOOKS	1,600.00	0.00	1,144.33	455.67	0.00	455.67	28.48
001-458-320003	CONF & WORKSHOPS	2,920.00	725.00	2,220.00	700.00	0.00	700.00	23.97
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	37.06	132.67	127.33	0.00	127.33	48.97
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	867.02	4,117.13	14,782.87	0.00	14,782.87	78.22
001-458-331002	NATURAL GAS	7,800.00	816.84	2,196.26	5,603.74	0.00	5,603.74	71.84
001-458-331003	WATER & SEWER	176,250.00	1,003.73	142,077.00	34,173.00	0.00	34,173.00	19.39
001-458-331004	TELEPHONE	1,032.00	165.67	1,717.56	-685.56	0.00	-685.56	-66.43
001-458-331005	COMPUTER & CABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-331006	GARBAGE EXPENSE	720.00	0.00	0.00	720.00	0.00	720.00	100.00
001-458-331007	FEES(activetecbank)	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	225.00	916.00	0.00	916.00	80.28
	COMMUNICATION							
001-458-340002	DATA STORAGE AND BACKUP	81.00	0.00	0.00	81.00	0.00	81.00	100.00
001-458-340003	VIDEO AND PHOTOGRAPHY	185.00	0.00	0.00	185.00	0.00	185.00	100.00
001-458-340004	ONLINE ADVERTISING	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	1,533.69	4,501.52	2,606.48	0.00	2,606.48	36.67
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	5,269.86	46,340.27	-1,640.27	0.00	-1,640.27	-3.67
001-458-355004	GROUNDS	106,160.00	4,960.74	42,309.58	63,850.42	0.00	63,850.42	60.15
001-458-355005	VEHICLES	1,600.00	28.58	28.58	1,571.42	0.00	1,571.42	98.21
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	955.52	7,373.06	15,036.94	0.00	15,036.94	67.10
001-458-380004	INSURANCE	11,000.00	0.00	11,431.08	-431.08	0.00	-431.08	-3.92
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	RENTALSLEASES	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
	MATL, SERV., SUPPLIES	583,557.00	98,625.14	393,753.18	189,803.82	0.00	189,803.82	32.53

458	GOLF COURSE MAINT.	1,084,689.00	109,819.53	521,099.74	563,589.26	0.00	563,589.26	51.96
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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	982.22	8,801.07	2,985.93	0.00	2,985.93	25.33
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	58,483.04	19,949.96	0.00	19,949.96	25.44
001-459-110060	CLUB HOUSE ASST	45,793.00	3,816.08	34,030.41	11,762.59	0.00	11,762.59	25.69
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	3,939.46	55,676.69	82,323.31	0.00	82,323.31	59.65
001-459-120002	MARSHAL/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	2,158.67	43,209.84	10,265.16	0.00	10,265.16	19.20
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	1,332.87	16,305.62	15,504.38	0.00	15,504.38	48.74
001-459-140002	UNEMPLOYEMENT	24,949.00	559.39	3,353.56	21,595.44	0.00	21,595.44	86.56
001-459-140003	RETIREMENT	11,017.00	600.72	5,382.71	5,634.29	0.00	5,634.29	51.14
001-459-140004	HEALTH INS	41,250.00	3,405.08	30,640.84	10,609.16	0.00	10,609.16	25.72
001-459-140005	WORKERS COMP	10,195.00	259.85	3,109.28	7,085.72	0.00	7,085.72	69.50
	PERSONNEL EXPENSE	535,040.00	23,581.14	271,851.56	263,188.44	0.00	263,188.44	49.19
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	26.36	356.75	643.25	0.00	643.25	64.33
001-459-210002	POSTAGE SUPPLIES	1,000.00	15.12	151.88	848.12	0.00	848.12	84.81
001-459-210003	PROGRAM SUPPLIES	43,250.00	12,582.40	35,646.36	7,603.64	0.00	7,603.64	17.58
001-459-210004	SMALL TOOLS	200.00	0.00	210.25	-10.25	0.00	-10.25	-5.13
001-459-210005	JANITORIAL SUPPLIES	6,000.00	727.34	5,073.25	926.75	0.00	926.75	15.45
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	25,706.94	162,359.28	10,890.72	0.00	10,890.72	6.29
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	PRINTAD/PUBLICITY	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	FLYERS/SCHEMISC	26,900.00	-47.68	5,917.11	20,982.89	0.00	20,982.89	78.00
001-459-320000	DUES/MEET/TRAINEXP	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 DUES/FEES/MAGBOOKS	3,650.00	0.00	1,234.72	2,415.28	0.00	2,415.28	66.17
001-459-320003	CONF & WORKSHOPS	4,000.00	80.00	387.99	3,612.01	0.00	3,612.01	90.30

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	18.53	376.43	373.57	0.00	373.57	49.81
001-459-331001	ELECTRIC	16,200.00	2,274.23	30,097.69	-13,897.69	0.00	-13,897.69	-85.79
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	2,505.22	14,576.47	-2,076.47	0.00	-2,076.47	-16.61
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	217.04	1,787.53	-1,787.53	0.00	-1,787.53	0.00
001-459-331006	GARBAGE	5,500.00	0.00	3,306.66	2,193.34	0.00	2,193.34	39.88
001-459-331007	FEES(active+bank)	42,000.00	1,845.38	29,210.78	12,789.22	0.00	12,789.22	30.45
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	225.00	885.00	0.00	885.00	79.73
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	0.00	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	307.57	4,205.45	5,794.55	0.00	5,794.55	57.95
001-459-355004	GROUNDS	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	724.05	9,738.56	5,261.44	0.00	5,261.44	35.08
001-459-380004	INSURANCE	9,000.00	0.00	7,911.34	1,088.66	0.00	1,088.66	12.10
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	46,982.50	316,843.64	81,983.36	0.00	81,983.36	20.56
459	GOLF CLUB HOUSE	933,867.00	70,563.64	588,695.20	345,171.80	0.00	345,171.80	36.96
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	PART TIME 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	478,200.00	45,699.60	257,780.62	220,419.38	0.00	220,419.38	46.09
001-470-620006	PARKS REPLACEMENT/REPAIR	50,000.00	4,724.00	4,724.00	45,276.00	0.00	45,276.00	90.55
001-470-620008	RECREATION REPLACEMENT	329,000.00	14,606.69	54,311.08	274,688.92	0.00	274,688.92	83.49
001-470-620009	GOLF-EQUIPBUILDINGS	4,972.00	0.00	0.00	4,972.00	0.00	4,972.00	100.00
001-470-620010	NEW DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-470-620012	LAND ACQUISITION	100,000.00	0.00	7,188.96	92,811.04	0.00	92,811.04	92.81
001-470-620014	ADM REPLACEREPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-470-620016	AQUATIC REPLACEREPAIR	962,172.00	65,030.29	324,004.66	638,167.34	0.00	638,167.34	66.33
	CAPITAL OUTLAY							
470	ACQUISITION & IMPROVEMENT	962,172.00	65,030.29	324,004.66	638,167.34	0.00	638,167.34	66.33
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	1,905.18	194.82	0.00	194.82	9.28
	MATL, SERV., SUPPLIES	23,940.00	0.00	1,905.18	22,034.82	0.00	22,034.82	92.04
472	JAQUTH CONCESSION	57,242.00	0.00	1,905.18	55,336.82	0.00	55,336.82	96.67
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	32,446.86	11,166.14	0.00	11,166.14	25.60
001-474-140001	PRESCH PICA	4,270.00	278.04	2,482.28	1,787.72	0.00	1,787.72	41.87
001-474-140002	UNEMPLOYMENT	3,349.00	120.87	682.60	2,666.40	0.00	2,666.40	79.62
001-474-140003	RETIREMENT	3,533.00	290.74	2,595.67	937.33	0.00	937.33	26.53
001-474-140004	PRESCH HEALTH INS	10,000.00	812.78	7,313.62	2,686.38	0.00	2,686.38	26.86
001-474-140005	PRESCH SAIF	1,067.00	37.80	333.04	733.96	0.00	733.96	68.79
	PERSONNEL EXPENSE	78,032.00	5,174.59	45,854.07	32,177.93	0.00	32,177.93	41.24
001-474-210001	OFFICE SUPPLIES	900.00	-4.84	122.77	777.23	0.00	777.23	86.36
001-474-210002	PRESCHOOL POSTAGE	300.00	0.00	1.80	298.20	0.00	298.20	99.40
001-474-210003	PRESCHOOL SUPPLIES	2,735.00	16.96	720.97	2,014.03	0.00	2,014.03	73.64
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	-4.22	202.71	297.29	0.00	297.29	59.46
001-474-310003	FLYERS, SCHEDULES, MISC.	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-474-320002	PRESSCH DUESFEES	450.00	0.00	186.90	263.10	0.00	263.10	58.47
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	0.00	19.91	80.09	0.00	80.09	80.09
001-474-331001	PRESCH ELECTRICITY	550.00	57.81	389.29	160.71	0.00	160.71	29.22
001-474-331002	PRESCH NATGAS	975.00	174.79	852.67	122.33	0.00	122.33	12.55
001-474-331003	PRESCH WATERSSEWER	1,300.00	116.67	1,134.30	165.70	0.00	165.70	12.75
001-474-331004	PRESCH TELEPHONE	1,200.00	55.78	515.27	684.73	0.00	684.73	57.06
001-474-331007	FEES(activetecbank)	2,500.00	245.73	1,734.55	765.45	0.00	765.45	30.62
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	225.00	875.00	0.00	875.00	79.55
001-474-340002	COMMUNICATION							
001-474-340003	DATA STORAGE AND BACK UP	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-474-340004	VIDEO & PHOTOGRAPHY	200.00	0.00	228.96	-28.96	0.00	-28.96	-14.48
001-474-340005	ONLINE ADVERTISING	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-474-380003	PROGRAM REFUNDS	0.00	28.90	1,082.86	-1,082.86	0.00	-1,082.86	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	2,195.80	304.20	0.00	304.20	12.17
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>687.58</u>	<u>9,745.54</u>	<u>6,614.46</u>	<u>0.00</u>	<u>6,614.46</u>	<u>40.43</u>
474	PRESCHOOL	94,392.00	5,862.17	55,599.61	38,792.39	0.00	38,792.39	41.10
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	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
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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
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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	DCCPRD 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>

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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
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503	NEWBERG BAMBITO 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 BAMBITO LEAGUE	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
504 001-504-210003	BABE RUTH LEAGUE BABE RUTH REPAYMENT MATL, SERV., SUPPLIES	8,000.00 <u>8,000.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	8,000.00 <u>8,000.00</u>	0.00 <u>0.00</u>	8,000.00 <u>8,000.00</u>	100.00 <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
505 001-505-210003	CHEHALEM TIGER VOLLEYBALL CLUB CTVC EXPENSES MATL, SERV., SUPPLIES	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>
505	CHEHALEM TIGER VOLLEYBALL CLUB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
506 001-506-210003	QUILT CLUB QUILT CLUB EXPENSES MATL, SERV., SUPPLIES	1,500.00 <u>1,500.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	1,500.00 <u>1,500.00</u>	0.00 <u>0.00</u>	1,500.00 <u>1,500.00</u>	100.00 <u>100.00</u>
506	QUILT CLUB	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
507 001-507-210003	Dept NEWBERG THEATRE GROUP EXPENSES MATL, SERV., SUPPLIES	10,000.00 <u>10,000.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	10,000.00 <u>10,000.00</u>	0.00 <u>0.00</u>	10,000.00 <u>10,000.00</u>	100.00 <u>100.00</u>
507	Dept	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
508 001-508-210003	Dept HISTORIC FRIENDS MATL, SERV., SUPPLIES	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>
508	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
509 001-509-210003	Dept Tualatin Valley Youth Football MATL, SERV., SUPPLIES	22,000.00 <u>22,000.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	22,000.00 <u>22,000.00</u>	0.00 <u>0.00</u>	22,000.00 <u>22,000.00</u>	100.00 <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	676,685.32	5,682,640.80	4,111,274.20	0.00	4,111,274.20	41.98
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	AQ 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							
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	0.00	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	3,578.16	110,293.49	1,695,676.51	0.00	1,695,676.51	93.89
035-470-620006	DEVELOPMENT-YAMHILL COUNTY	0.00	4,258.75	97,623.13	-97,623.13	0.00	-97,623.13	0.00
	CAPITAL OUTLAY	2,005,970.00	7,836.91	518,708.17	1,487,261.83	0.00	1,487,261.83	74.14
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		7,836.91	518,708.17	2,283,791.83	0.00	2,283,791.83	81.49
035	SDC FUNDS	2,802,500.00		7,836.91	518,708.17	2,283,791.83	0.00	2,283,791.83	81.49
036	CP Pool Fund								
000									
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									
037-000-253000	UNRESERVED FUND	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	BALANCEuncl								
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		0.00	0.10	-0.10	0.00	-0.10	0.00
	OTHER EXPENSES	0.00		0.00	0.10	-0.10	0.00	-0.10	0.00
000		0.00		0.00	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

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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	0.00	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	Training Asset	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>
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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>

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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	0.00
454	CLASSES/SPECIAL ACTIVITY	0.00	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	0.00
455	PLAYGROUNDS & CENTERS	0.00	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	0.00
456	COMM CNTRS SCOUT HOUSE	0.00	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	0.00
457	COMM SCHOOLS	0.00	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	0.00
458	GOLF COURSE MAINT.	0.00	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	0.00
459	GOLF CLUB HOUSE	0.00	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

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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	684,522.23	6,493,959.89	7,492,568.11	0.00	7,492,568.11	0.5357

SDC RESOLUTION 04-01-23

The Chehalem Park and Recreation District (CPRD) adopted a System Development Charge and corresponding methodology by resolution in July 1992 known as “SDC Resolution”; it was amended in May 2007 and updated in July 2017.

In consultation with FCS Group, the proposed 11.36% increase of SDCs is tied to the appropriate regional Engineering News Record (ENR) annual calculation

The Superintendent will notify each government on the proposed increase.

Be it resolved:

1. Effective July 1, 2023, CPRD shall approve the SDC rates as follows:

<u>Type of Dwelling Unit</u>	<u>SDC Per Dwelling Unit</u>
Single Family	\$ 9,389
Multi Family	\$ 8,269
Mobile Home	\$ 6,454
Accessory Dwelling Unit	\$ 3,518

Adopted by the Chehalem Park and Recreation District Board of Directors on April 27, 2023.

President of the Board

Secretary of the Board



503-537-2909
fax 503-538-9669
125 South Elliott Road
Newberg, OR 97132
cprdnewberg.org

April 28, 2023

County of Yamhill

535 N.E. 5th Street

McMinnville, Oregon 97128

Re: System Development Charges (SDCs)

To Whom It May Concern:

This is to advise you that Chehalem Park and Recreation District System Development Charges will be increasing as of July 1, 2023. The increase will be as follows:

- Single Family -- \$9,389.00
- Multi Family -- \$8,269.00
- Mobile Home -- \$6,454.00
- Accessory Dwelling Unit -- \$3,518.00

If you have any questions concerning this matter, please contact me at (503) 537-4165.

Sincerely,

A handwritten signature in black ink that reads "W. Don Clements". The signature is written in a cursive, flowing style.

W. Don Clements,
Superintendent

Cc: Board of Directors



503-537-2909
fax 503-538-9669
125 South Elliott Road
Newberg, OR 97132
cprdnewberg.org

April 28, 2023

City of Dundee

P.O. Box 220

620 SW 5th Street

Dundee, Oregon 97115

Re: System Development Charges (SDCs)

To Whom It May Concern:

This is to advise you that Chehalem Park and Recreation District System Development Charges will be increasing as of July 1, 2023. The increase will be as follows:

- Single Family -- \$9,389.00
- Multi Family -- \$8,269.00
- Mobile Home -- \$6,454.00
- Accessory Dwelling Unity -- \$3,518.00

If you have any questions concerning this matter, please contact me at (503) 537-4165.

Sincerely,

A handwritten signature in black ink, appearing to read 'W. Don Clements'. The signature is fluid and cursive, with a large 'W' and 'C'.

W. Don Clements,
Superintendent

Cc: Board of Directors



503-537-2909
fax 503-538-9669
125 South Elliott Road
Newberg, OR 97132
cprdnewberg.org

April 28, 2023

City of Newberg

P.O. Box 970

414 E. First Street

Newberg, Oregon 97132

Re: System Development Charges (SDCs)

To Whom It May Concern:

This is to advise you that Chehalem Park and Recreation District System Development Charges will be increasing as of July 1, 2023. The increase will be as follows:

- Single Family - \$9,389.00
- Multi Family - \$8,269.00
- Mobile Home - \$6,454.00
- Accessory Dwelling Unit -- \$3,518.00

If you have any questions concerning this matter, please contact me at (503) 537-4165.

Sincerely,

A handwritten signature in black ink that reads "W. Don Clements". The signature is written in a cursive, flowing style.

W. Don Clements

Superintendent

Cc: Board of Directors

Don Clements

From: TheWoodruffs <04woodruff@gmail.com>
Sent: Monday, April 17, 2023 7:30 PM
To: Don Clements
Subject: CVMS Japanese Garden of Friendship
Attachments: CB-CHEHELAMVMS-1-12-23.pdf; Chehalem_Siteplan+Perspective_Labeled.pdf; Up Close Garden Sketch.pdf

Don,
It was good to talk with you at the Camellia Festival this past weekend. I would like to follow up and check on the best way to request funding for the Garden of Friendship, from CPRD. At 26 years old, this is an exciting turning point for the Garden.

We have received \$2,500 from the Early-Bird Rotary Club, and have requests in with: First Federal, Austin Family Foundation, and the Ford Family Foundation. I would like to request \$7000 from CPRD. Let me know what you think is the best way to move forward with that request.

Attached are the conceptual drawings for the renovation as well as the construction budget. Let me know if you have any questions. Thanks so much for any help you can offer with this project!

Bob Woodruff
503-332-2642
Newberg, Oregon



KURISU

PO Box 23907, Portland, OR 97281 • 7175 SW Beveland Road, Suite 100, Tigard, OR 97223
PH 503.244.5137 • FX 503.246.0137

CONSTRUCTION BUDGET

Chehalem Valley Middle School

Friendship Garden

Client: Chehalem Valley Middle School
Attn: Bob Woodruff
Date: 4 January 2023
Address: 403 W Foothills Drive
Newberg, OR 97132
Contact: Bob Woodruff
Phone: 503.332.2642
Email: 04woodruff@gmail.com

1. PRUNING (COMPLETED 10-27-22)	\$2,500.00
2. EXCAVATION	\$3,000.00
• Basin – Concrete for small Pond	
3. SMALL POND WITH BASIN	\$7,500.00
• Concrete	
• Water System	
• Drainage	
• Supply / Waterline	
• Decoration Colored Cement & Small Rocks	
• Stone Arrangement	
4. GARDEN RECONTOURING	\$4,500.00
• Persimmon to be moved to proper location in garden.	
5. PLANTING ALLOWANCE	\$2,000.00
6. GRANITE CHIPS FOR SURFACE	\$2,500.00
• Representing water w/filter cloth (3 ^{YDS})	
7. GARDEN IRRIGATION	\$TBD
8. GARDEN LIGHTING	\$TBD
• 5-7 Fixtures	

TOTAL (Including 2 TBD Items)	\$22,000.00
--------------------------------------	--------------------

Exclusions: Any Applicable Taxes, Engineering, and / or Permitting Fees.

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PO Box 23907, Portland, OR 97281 • 7175 SW Beveland Road, Suite 100, Tigard, OR 97223
PH 503.244.5137 • FX 503.246.0137

TERMS AND CONDITIONS:

Kurisu LLC, an Oregon Corporation (Kurisu)

The Client shall provide to Kurisu in written or electronic format all information relative to the Client's project, including the Client's objectives, schedule, constraints, budget with reasonable contingencies, and other appropriate criteria.

The Client shall furnish to Kurisu copies of surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site.

Kurisu may, if it deems appropriate under the circumstance, review with the Client alternative approaches to design and construction of the project. If the parties agree that an alternative is appropriate, a contract change order shall be prepared and executed by both parties prior to commencement of the project.

All Drawings, Specifications and other documents prepared by Kurisu for this Project are prepared solely for Kurisu's use with respect to this Project, and shall remain the property of Kurisu, which shall retain all common law, statutory and other rights, including the copyright, with respect to such materials and documents. Kurisu will authorize the Client to retain copies, including reproducible copies, of Kurisu's Drawings, Specifications and other documents for information and reference in connection with the Client's use on the Project. Submission or distribution of documents to meet official regulatory requirements or for similar purposes in connection with this Project is not to be construed as publication in derogation of Kurisu's rights.

Claims, disputes or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof shall be subject to and decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect unless the parties mutually agree otherwise. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof. Notwithstanding the foregoing, nothing herein contained shall be construed as intended to preclude or in any way prohibit Kurisu from instituting and otherwise prosecuting to judgment a lawsuit in any court of competent jurisdiction to affect the collection of any monies due to Kurisu from the Client for the services provided hereunder. In the event of litigation or arbitration to enforce any provision of this Agreement, the prevailing party shall be entitled to recover in addition to other relief awarded its actual attorney fees and costs, whether at arbitration, trial or appeal, or for enforcing or collecting under any award or judgment, from the other party. Failure of the Client to make payments to Kurisu in accordance with this Agreement shall be considered substantial nonperformance by the Client and cause for termination of this Agreement or Kurisu's performance under this Agreement.

If the Client fails to make payment for services and expenses when due, Kurisu may, upon seven days written notice to the Client, suspend performance of services under this Agreement. Unless Kurisu receives payment in full within seven days of the notice, the suspension shall take effect



KURISU

PO Box 23907, Portland, OR 97281 • 7175 SW Beveland Road, Suite 100, Tigard, OR 97223
PH 503.244.5137 • FX 503.246.0137

without further notice. In the event of a suspension of services, Kurisu shall have no liability to the Client for delay or damage because of such suspension of services.

Kurisu, LLC. assumes no responsibility for delays, problems, or damages due to circumstances or conditions beyond its control, including but not limited to those caused by the following: (1) Unseen, unknown, or concealed conditions, (2) weather conditions, (3) vandalism, (4) Acts of God, (5) transgression of property borders in the event the property borders are not clearly staked by property owner, (6) condition of the property where such conditions are not caused by services performed by Kurisu, LLCs subcontractors hired by Kurisu, LLC. or contractors supervised by Kurisu, LLC.

In the event of termination of this Agreement, which is not the fault of Kurisu, Kurisu shall be compensated for services performed prior to termination.

Unless otherwise provided, the law in the State of Oregon shall govern this Agreement. The parties agree that the jurisdiction and venue of any arbitration or litigation between the parties shall be in Multnomah County, Oregon.

The Client and Kurisu, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement. Neither the Client nor Kurisu shall assign this Agreement without the written consent of the other.

This Agreement represents the entire and integrated agreement between the Client and Kurisu and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Client and Kurisu.

I authorize this work and understand that any additions or alterations involving extra costs of material or labor will only be performed upon written request and may become an additional charge.

I agree to the terms and conditions of this Contract as legally binding.

Client

Date

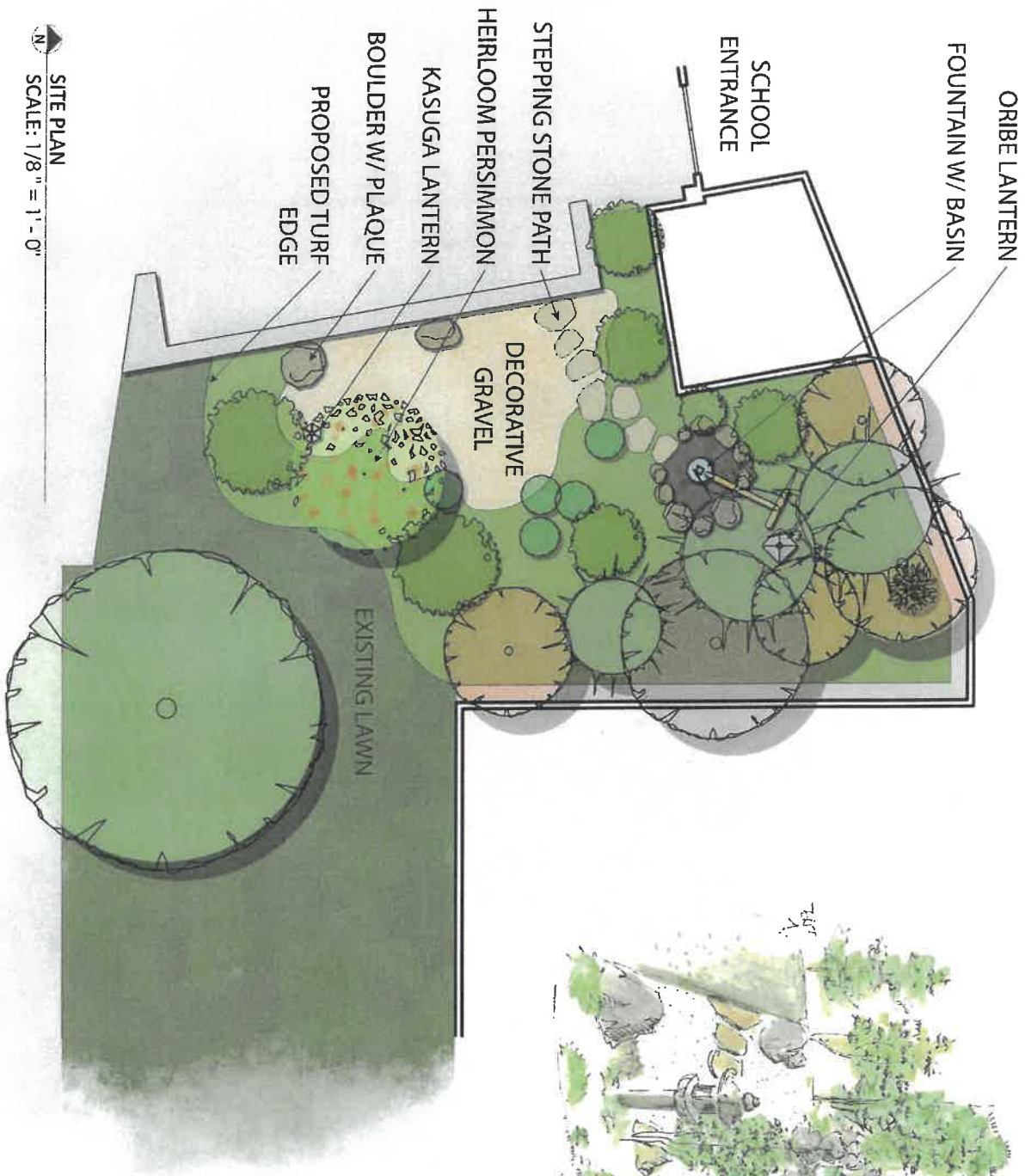
Kurisu, LLC

Date

Kurisu, LLC is Licensed By:
Oregon Landscape Contractors Board
2111 Front Street NE, Suite 2-101
Salem, Oregon 97301
PH: 503.378.4621

Oregon Construction Contractors Board License #202906
Oregon Landscape Contractors Board License #9244

56





Don Clements

From: TheWoodruffs <04woodruff@gmail.com>
Sent: Thursday, April 20, 2023 11:49 AM
To: Don Clements
Subject: Re: CVMS Japanese Garden of Friendship
Attachments: CPRD Request-CVMS Japanese Garden of Friendship.docx

Don,
Wonderful, thank you so much! Attached is a description of the project, if you could please add that to the other documents please.

Let me know if you have any questions.

Bob Woodruff
503-332-2642

On Mon, Apr 17, 2023, 8:50 PM Don Clements <dclements@cprdnewberg.org> wrote:

Will put a request in the board packet for April 27 at 6 pm. The meeting is at admin building at 215 Elliott Road. I will enclose the information you gave me.

Sent from my iPhone

> On Apr 17, 2023, at 7:30 PM, TheWoodruffs <04woodruff@gmail.com> wrote:

>
>

> Don,

> It was good to talk with you at the Camellia Festival this past weekend. I would like to follow up and check on the best way to request funding for the Garden of Friendship, from CPRD. At 26 years old, this is an exciting turning point for the Garden.

>

> We have received \$2,500 from the Early-Bird Rotary Club, and have requests in with: First Federal, Austin Family Foundation, and the Ford Family Foundation. I would like to request \$7000 from CPRD. Let me know what you think is the best way to move forward with that request.

>

> Attached are the conceptual drawings for the renovation as well as the construction budget. Let me know if you have any questions. Thanks so much for any help you can offer with this project!

>

> Bob Woodruff

> 503-332-2642

> Newberg, Oregon

> <CB-CHEHELAMVMS-1-12-23.pdf>

> <Chehalem_Siteplan+Perspective_Labeled.pdf>

> <Up Close Garden Sketch.pdf>

1. Organization's Mission:

CVMS Parent Group supports Chehalem Valley Middle School students and staff through fundraising and leading meaningful projects that connect parents, celebrate students, and support staff.

2. Board of Directors:

President- Lesley Woodruff
Treasurer- Katie Teslow
Secretary- Angela Draz

3. Current Program Budget

This will be a program of the CVMS Parent Group. The Group Treasurer will create a section of the budget to track the income and expenses of this project. The project budget is \$22,000.

4. Request Letter

For nearly thirty years, Chehalem Valley Middle School has had an exchange program with a school in Wadayama, Japan. Students from both countries have had the opportunity to travel and learn about a culture and country different from their own. This has broadened the outlook of those students and built ties of friendship between the U.S. and Japan. For twenty-five years, CVMS has had a Japanese Garden of Friendship at the front of the school. This garden was designed and built by representatives from our Sister School in Japan.

The Garden of Friendship is a source of beauty, tranquility and a reminder to all at CVMS of the need to promote friendship and peace. Since it is outside the building, in an area easily accessible to the public, the Garden impacts many Newberg-Dundee residents. The current enrollment at CVMS is 490 Students. Adding in families of those students, residents using the adjoining Chehalem Parks and Recreation District facilities, and neighbors, the Garden can impact thousands of Newberg residents each year.

In 2020, the Garden received support from the Oregon Department of Forestry and the One Sunny Day Initiative. Their support allowed us to acquire and plant a Hiroshima Survivor Tree. This tree was grown from a cutting of a tree that survived the atomic bombing of Hiroshima in 1945. The parent of our Survivor Tree was only 579 yards from the center of the blast.

Recent bond work has benefited the school, but changes to the front entrance have cut into the footprint of the Garden and required a substantial renovation. To help guide the renovation of the Garden, we have had the incredible fortune of connecting with Hoichi Kurisu. He has been extremely generous with his time and expertise.

Mr. Kurisu was born in Hiroshima and was a young child in 1945. He saw the Enola Gay fly past on the day of the explosion. He has gone on to become an internationally known Japanese garden designer, now living in Sherwood. Mr. Kurisu has donated his time and experience to help us plan the renovation of the Garden of Friendship. The conceptual plan for the renovation that he has created is attached. Mr. Kurisu and his crew have already donated time and expertise to prune the trees around the garden. This work, valued at \$2,500, was done for free.

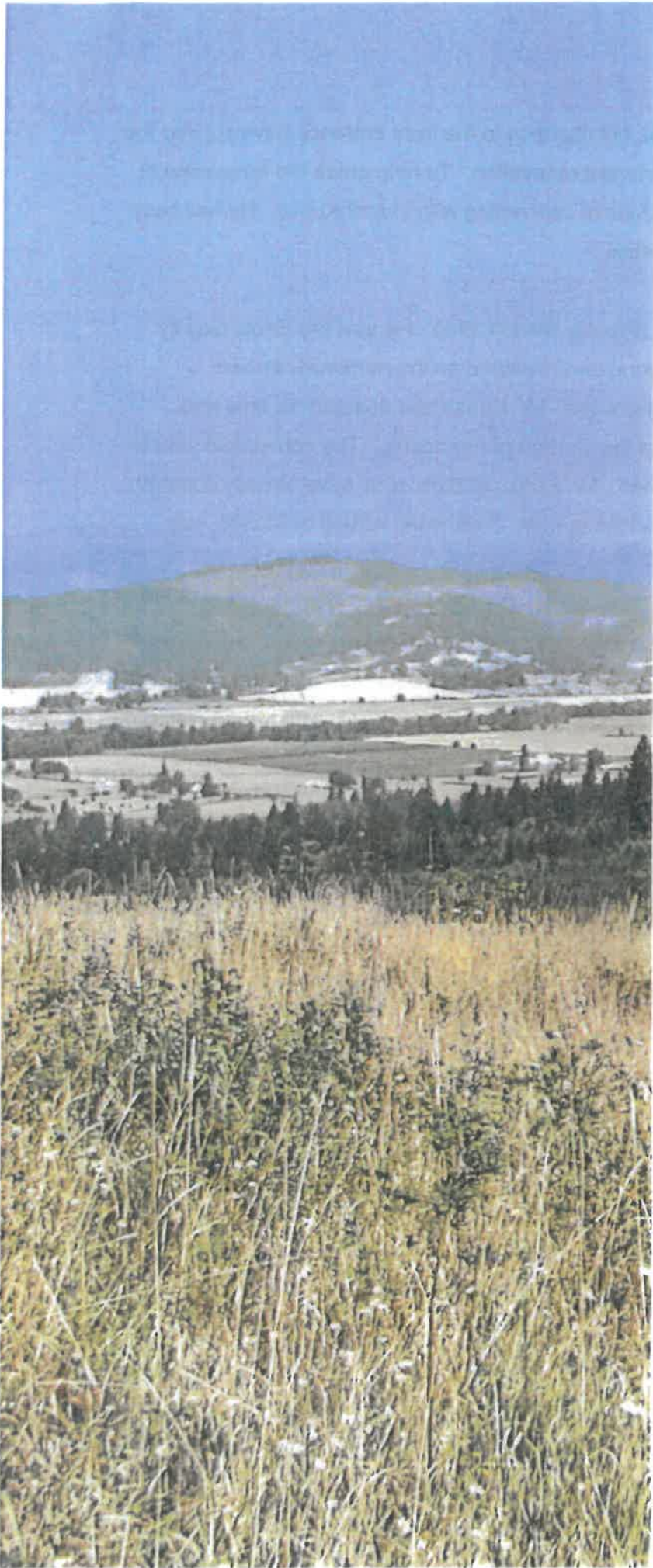
Our immediate goal is to raise the money needed to renovate the Garden. In the long term we are hoping that this space will be used for cross cultural activities such as Tea Ceremonies and Taiko Drumming performances. We are asking for your assistance to help with the renovation of this wonderful asset to the School.

Funds Raised as of 3/30/23

\$2,500- Newberg Early-Bird Rotary Club

\$300- Cash donations raised at Camellia Festival

We currently have requests into the Austin Family Foundation, Ford Family Foundation, and First Federal Community Grant Program.



174 1100 11
CEB 221536



RFP 02-17-2023

CHEHALEM PARK AND
RECREATION DISTRICT
Newberg, OR

CM/GC

GMP

**NEWBERG-
DUNDEE
BYPASS TRAIL**

Phase 1

4.13.23





04-13-2023

Mr. Casey Creighton, Asst. Superintendent
Chehalem Park and Recreation District
125 S. Elliott Road
Newberg, OR 97132

**RE: CM/GC SERVICES FOR THE NEWBERG-DUNDEE BYPASS TRAIL PHASE 1
RFP 02-17-2023**

Dear Mr. Creighton:

We understand the community has been waiting decades to construct a much needed multi-use path, connecting residents with schools, employment centers, and civic areas/parks. The Chehalem Park & Recreation District aims to help fill this need by constructing the path connections in multiple phases.

Successful Collaboration and Unmatched Reputation: Emery & Sons is proud of the reputation gained as an industry leader over the past 56 years, building on the hard work, dedication, and commitment to customer satisfaction that has served as the foundation for our company since the beginning. Delivering successful projects to our clients is our greatest reward. Our team has partnered with Public Owners on numerous alternative delivery projects that are benchmarks in the industry with respect to workmanship, quality, and value. This reputation has allowed Emery & Sons to develop lasting relationships throughout the Pacific Northwest which has led to a project list that consists of 90% repeat clients.

Alternative Delivery Experience: The foundation of our teams' success is proven in our wide range of experience using alternative forms of project delivery (CM/GC and Design-Build). In fact, our team will be completing the Bend Park & Recreation District - Drake Park project in May 2023. Once complete, this project will also provide the City of Bend residents with a long-awaited path connection along Mirror Pond. We have also successfully delivered many other alternative delivery projects, including parks, water reservoirs, booster pump stations, domestic water wells, and chemical treatment facilities. This wide range of experience enables our team to solve problems quickly and efficiently, even during recent market volatility (price escalation and lead times).


Unparalleled Experience: Performing concrete work for the past 56 years; and having 200+ field employees and experienced superintendents, Emery & Sons has demonstrated an outstanding ability to execute time sensitive, complex, and highly technical projects on time and within budget.

Sincerely,


Dan Vannoy
Member/Manager
Emery & Sons Construction Group, LLC
OR CCB#221536

**PROPOSER'S LEAD CONTACT &
SIGNER FOR CONTRACTS**

Dan Vannoy
Emery & Sons Construction Group, LLC
Dan.Vannoy@EmeryandSons.com

 MAIN OFFICE P(503) 588.7576 | F(503) 371.6637 | EMERYANDSONS.COM
3841 Fairview Indst. Dr. SE, Ste 150 • Salem, OR 97302 | PO BOX 13069 • Salem, OR 97309

OR#221536 | WA#EMERYSC825MR | CA#1046302 | ID#036767 | MT#244007 | NV#0084637

B.6.a. STATEMENT OF UNDERSTANDING

Emery & Sons fully understands that the District will not pay any amount that is in excess of the Fixed Price GMP unless agreed to in writing. As mentioned previously, such a change in price will only be considered in the event there is a material change in the scope of the project.

B.6.b. PHASE 1 PRICING

We are pleased to present our breakdown of pricing for the Phase 1 - Pre-construction as follows:

Fee Proposal for Pre-Construction Services - Chehalem Newberg-Dundee Bypass Trail Phase 1								
TASK	UNIT	Project Principal \$145.00 /hr	Project Manager \$135.00 /hr	Project Estimator \$135.00 /hr	Superintendent \$135.00 /hr	Constr. Manager \$90.00 /hr	Safety Manager \$100.00 /hr	COST
1.1 - Project Initiation	Hrs.	4	4	0	4	0	0	\$1,660.00
1.2 - Design Meetings	Hrs.	8	64	24	16	0	8	\$16,000.00
1.3 - Project Coordination & Management	Hrs.	10	68	16	10	12	16	\$16,820.00
1.4 - Engineering Design Development & Value Engineering	Hrs.	24	16	4	16	16	0	\$9,540.00
1.5 - Stakeholder & Permitting Support	Hrs.	8	0	0	4	32	4	\$4,900.00
1.6 - Cost Estimate Submittal & GMP Proposal	Hrs.	6	20	72	6	14	0	\$15,300.00
Direct Costs (Postage/Shipping/Supplies)	LS							\$750.00
Labor Costs								\$64,220.00
Direct Costs								\$750.00
Total Costs								\$64,970.00

Notes: Billing will be based on actual hours with a total not to exceed price of the above estimate

B.6.c. CM/GC FEE %

Our CM/GC fee is based on the total compensation to cover costs associated with home office administration, overhead & profit, and general management of any subcontractors during Phase 2 - Construction. We are recommending a **CM/GC fee of 4.75%** for this project.

B.6.d. BREAKDOWN OF GENERAL CONDITIONS

Our General Conditions fee is based on the total compensation to cover costs for on-site supervision, project management, inspections, coordination, temporary facilities (field office, garbage & recycling, portable toilets, etc...), bonds, and insurance. This fee is based on the anticipated schedule provided in the RFP approx. 8 mos. (May 2024 - Dec 2024). As most of the work will likely only take place between the months of (June 2024-Oct 2024), our general conditions will be based on only 5 mos. of on-site work.

Based on our understanding of the scope of the project, here is our General Conditions Fee & Supporting Rationale:

Estimated General Conditions Based on Project Budget Listed Below			
Estimated Contract Value:		\$2,000,000.00	
GENERAL CONDITIONS			
Bonds/Insurance:			
Insurance (pollution/general/liability/builders risk):	\$29,000.00	1.45%	Based on \$2.0-million
Perf/Payment Bond:	\$18,000.00	0.60%	Based on \$2.0-million
Total Bonds/Insurance:	\$47,000.00	2.35%	Based on \$2.0-million
Phase 2 GC's			
General Superintendent	\$80,750.00	4.04%	Based on 5 Mos. - 600 Hrs & Pickup
Concrete Superintendent	\$32,000.00	1.60%	Based on 5 Mos. - 320 Hrs & Pickup
Project Manager	\$20,000.00	1.00%	Based on 5 Mos. - 160 Hrs & Pickup
Construction Manager	\$36,600.00	1.83%	Based on 5 Mos. - 400 Hrs & Pickup
Safety	\$9,500.00	0.48%	Based on 5 Mos. - 7,600 MH'S @ \$1.25/MH
Contractor Field Office	\$9,375.00	0.47%	Based on 5 Mos. - \$1,875/Mo
Temporary Facilities	\$2,500.00	0.13%	Based on 5 Mos. - \$500/Mo
Portable Toilets	\$2,250.00	0.11%	Based on 5 Mos. - \$450/Mo
Total Phase 2 GC's	\$192,975.00	9.65%	Based on \$2.0-million
Total Design Builder GC's:	\$239,975.00	12.00%	
Materials Testing & Temporary Construction Power : To be Included in Cost of Work Surveying: Construction staking to be included in Cost of Work			



Chehalem Park and Recreation District
Construction of the Newberg-Dundee Bypass Trail Phase 1

Casey Creighton, Assistant Superintendent
125 Elliott ST. Newberg, OR 97132
ccreighton@cprdnewberg.org

Prepared by:

Prospect Construction, Inc.
116 23rd ST SE
Puyallup, WA 98372
www.prospectconst.com
(253) 446-1600

April 13, 2023

Casey Creighton
Assistant Superintendent
Chehalem Park District Administration Office
125 Elliot Rd
Newberg, OR 97132

Dear Mr. Creighton,

Prospect Construction, Inc. is pleased to present the enclosed proposal for the Newberg-Dundee Bypass Trail Phase 1 project.

Our knowledge, experience, and collaborative teamwork culture make us an ideal contractor to partner with you and complete Phase 1 and 2 of this project successfully for all partners. We're confident that our company's qualifications and staffing suit your needs, and we are excited to create a new partnership with the Park and Recreation District of Chehalem, and to serve the community in the best ways possible.

Should you have any questions, or desire to discuss any aspect of the enclosed proposal, please do not hesitate to contact me.

At this time, we acknowledge the following addenda to the posted RFP:

Addendum 1
Attachment A

Thank you for your time and consideration.

Sincerely,

Grant McCombie

Grant McCombie,
Senior Project Manager
116 23RD St SE
Puyallup, WA 98372

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6 a. Not to Exceed Price

Per Requirements, Prospect Construction Inc understands the agency will not pay any amount that exceeds a fixed price, guaranteed maximum price, or other maximum price specified in the contract unless the amount results from material changes of the scope of work set forth in the contract, and the parties to the contract agree in writing to the material changes.

6 b. Not to Exceed Price Break Down

Prospect proposes the not-to-exceed price of:

\$96,750 (NINETY-SIX THOUSAND SEVEN HUNDRED FIFTY DOLLARS)

The following is the breakdown of our staff's hourly rates and anticipated GMP 1 hours. This includes a LS amount for misc. costs outside of hourly rates:

Prospect Construction, Inc.			
<i>Prospect Staff</i>	<i>Hourly Rate</i>	<i>Est. Hours</i>	<i>Totals</i>
Chris Janes	\$120.00	20 hr	\$2,400.00
Grant McCombie	\$120.00	200 hr	\$24,000.00
Ryan Sondgroth	\$100.00	80 hr	\$8,000.00
Heather Beekley	\$50.00	100 hr	\$5,000.00
Dave McCann	\$100.00	100 hr	\$10,000.00
Kevin Kilborn	\$90.00	175 hr	\$15,750.00
Josh Giffen	\$90.00	140 hr	\$12,600.00
Administrative Support	\$50.00	80 hr	\$4,000.00
Misc./Consultants	\$15,000.00	1 LS	\$15,000.00
Totals		895 hr	\$96,750.00

Prospect Construction, Inc.		
<i>Reimbursable Expense</i>	<i>Cost</i>	<i>Unit</i>
3-D Printed Model	\$150.00	ea

6 c. Fee for Guaranteed Maximum Price

Prospect Construction Inc proposes the CM/GC Fee to be:

12% (TWELVE PERCENT)

See the table in response to 6d for the breakdown of Prospect Construction's overhead costs **excluded** from the fee for the Stage 2 GMP

6 d. Cost of Staffing Fee

With Grant McCombie's background in Heavy/Civil and Bridge Design Build / GMP delivery methods of construction and Prospect Construction's tenured construction experience, we believe the 15-month duration for construction can be cut down significantly as a cost savings to the owner and to minimize construction impacts within the community. We are providing the following per month management staffing rate for GMP Stage 2 and will provide duration of this during the Stage 1 GMP process. Below this monthly rate, please find the union prevailing wage rates for our field labor.

General Conditions	1 mo	\$50,774.00
--------------------	------	-------------

Yamhill County, Oregon				Prevailing Wage	14.20%					
Classification		Base Rate	Fringe	Base & Fringe	FICA	FUTA	SUTA	Ind Ins	FML	Total
Carpenters	cp	\$44.80	\$19.21	\$64.01	\$3.43	\$0.36	\$2.58	\$1.50	\$0.19	\$72.06
Carpenter Foreman	cpf	\$48.38	\$19.21	\$67.59	\$3.70	\$0.39	\$2.78	\$1.50	\$0.20	\$76.16
Cement Masons	cem	\$39.97	\$23.00	\$62.97	\$3.06	\$0.32	\$2.30	\$1.50	\$0.19	\$70.33
Laborer - Common	Grp1	\$34.98	\$17.03	\$52.01	\$2.68	\$0.28	\$2.01	\$1.50	\$0.15	\$58.63
Laborer - Power Tool	Grp2	\$36.25	\$17.03	\$53.28	\$2.77	\$0.29	\$2.08	\$1.50	\$0.16	\$60.08
Laborer - Pipe Layer	Grp2	\$36.25	\$17.03	\$53.28	\$2.77	\$0.29	\$2.08	\$1.50	\$0.16	\$60.08
Laborer - Flagger	Grp3	\$30.38	\$17.03	\$47.41	\$2.32	\$0.24	\$1.75	\$1.50	\$0.14	\$53.36
Operator - Group 2 Crane	Op2	\$52.55	\$16.73	\$69.28	\$4.02	\$0.42	\$3.02	\$0.98	\$0.20	\$77.93
Operator - Group 3	Op3	\$51.07	\$16.73	\$67.80	\$3.91	\$0.41	\$2.94	\$1.50	\$0.20	\$76.75
Operator - Group 4	Op4	\$47.74	\$16.73	\$64.47	\$3.65	\$0.38	\$2.75	\$1.50	\$0.19	\$72.94
Operator FM	Opf	\$56.22	\$24.47	\$80.69	\$4.30	\$0.45	\$3.23	\$1.90	\$0.24	\$90.81

760122-14

Construction Management/General Contractor Services
Chehalem Park and Recreation District Construction
Newberg-Dundee Bypass Trail Phase 1

RFP 02-17-2023 Due April 13, 2023

Proposal from
Colf Construction LLC

PO Box 1434
Vancouver, WA 98668

1 – Qualifications

A – Company History

Colf Construction was founded in 1971 by Robert Colf after his graduation from Washington State University. With a degree in Horticulture (now called Landscape Architecture) the company was initially focused on residential and commercial landscape projects but quickly expanded into grading, underground utilities, concrete work, buildings, and structures.



Burnt Bridge Creek Park, Vancouver, Washington

Colf has performed a wide range of projects for a variety of clients including but not limited to roads, bridges, underground utilities, local and regional parks and trails, creek restoration, wetland development, commercial and industrial buildings, site evaluation, and permitting services for private owners, developers, city, county, and state governments.

Over the company's 52-year history, Colf Construction has successfully completed over four hundred projects in both the public and private sector. With experience ranging from multi-use sport complexes to detailed wetlands reconstruction to winding trails throughout southwest Washington and northern Oregon.

The company can bond up to \$10,000,000.00 for a single project and \$20,000,000.00 aggregate. A bonding letter is available upon request.

B – Safety

Our safety program includes daily workplan and job hazard analysis forms to be completed and reviewed prior to the start of work each day. We have a zero-tolerance drug and alcohol policy and established drug and alcohol testing procedures.

Our jobsite personnel hold regularly scheduled safety meetings with all jobsite staff to ensure everyone who enters our jobsites are able to return home in the same condition. We have worked over one million man hours with only one recordable and two reportable incidents in the last 15 years.

Colf Construction has a Workmen's Compensation Insurance experience modifier of .63.

6 – Fees and Compensation

A – Statement of Fixed Price Understanding

Colf Construction understands that the Owner will not pay any amount that exceeds a fixed price, guaranteed maximum price, or other maximum price specified in the contract unless the amount results from material changes to the scope of work set forth in the contract and the parties to the contract agree in writing to the material changes.

B – Max Price for Phase 1 Work

The maximum price for the Phase 1 work is \$35,000.00. All hours worked will be billed at 75.00 per hour. We will charge for actual out of pocket costs at a rate of 1.2 times actual costs for prints, copies, advertising, and postage. Travel will be billed at \$.78 per mile.

C – Fee as a Percentage of Maximum Guaranteed Price

Assuming a construction budget of \$2,000,000.00, the Phase 1 budget of \$35,000.00 is 1.75% of the construction budget.

Assuming a construction budget of \$2,000,000.00 our total fee for the project is:

Phase 1 Work	1.75%
Overhead	1.5 %
Profit	8.0 %
Liability Insurance	1.2 %
Performance and Payment Bond	1.2 %
Total	13.65 %

Division 1 Costs

Our Division 1 costs will run 7% of the Total Construction budget. This cost will cover preparation of subcontracts and purchase orders; project coordination efforts within our office; Project meetings, management of the electronic management system; Construction progress reports and scheduling; Processing of Submittals, Substitution Requests and RFIs; Weekly safety meetings; mock ups; inspection and testing services; Temporary Utilities; Job site security; Temporary barriers; Project sign; Product storage; Contract Close Out and Training

Yamhill County Department of Planning & Development
APPEAL APPLICATION

525 NE Fourth Street, McMinnville, OR 97128 • Tel: 503-434-7516 • Fax: 503-434-7544
TTY: 800-735-2900 • Website: <http://www.co.yamhill.or.us/planning>

Date of filing _____
Rec'd by _____
Receipt # _____
Fee **250.00**

This form must be completed and submitted to the Planning Office within 15 days of the date of the decision being appealed, as indicated on the notice of decision. Please complete the application fully, and with as much detail as possible. Please type or print carefully.

Appellant's Name Chehalem Park & Recreation District
Address 125 S Elliott Rd, Newberg, OR 97132
Telephone: (503) 519-6154 Email: ccreighton@cprdnewberg.org

Docket number of decision being appealed: FP-10-22/SDR-40-22, Tax Lot 3219-00700

The Docket request is: Connect two parts of a public park.

The decision was made by: ☒ Planning Director ☐ Planning Commission

The decision being appealed is a(n): ☐ Approval ☒ Denial ☐ Condition of Approval

Person appealing the decision is: ☒ Applicant ☐ Affected party

If you are an affected party, please explain how you are aggrieved or adversely affected by the decision:
The Applicant's request was denied.

Please describe the basis upon which the decision is being appealed. Indicate which ordinance, Comprehensive Plan, or other regulatory provisions have not been satisfied or have been violated by the decision. Use extra paper if necessary.

See Exhibit A.

I have completed the above information fully and accurately. I understand my rights and responsibilities as described on this form.

Signature

Date

All appealed decisions of the Planning Director and Planning Commission are brought before the Board of County Commissioners at a public hearing. The Board may affirm, modify, or reverse all or part of the action by the Director or Planning Commission.

Submittal of this appeal form must be accompanied by the appropriate appeal fee (make check payable to Yamhill County) to offset the cost of the hearing.

EXHIBIT A

Docket No. FP-10-22/SDR-40-22, Tax Lot 3219-00700 Decision Appeal Narrative:

The land use application for a footbridge over Chehalem Creek was denied because the Planning Director has deemed the project a "transportation facility" when in fact it is a park improvement. The County's decision quotes the LUBA 2018-061 ruling, which states that trails or similar transportation facilities are not defined as an allowed use in the AF-10 zone. Our project is not a trail, but rather a park improvement allowing for pedestrian access that will remain internal to Ewing Young Park. Trails and Parks are two distinctly different land uses. Parks are a permitted use in the AF-10 zone (YCZO 501.02(E)), and pedestrian pathways and accessways are essential to the development of parks.

The vast majority of permitted uses in the AF-10 zone require vehicular driveways, access roads, pedestrian pathways, or similar improvements, all of which could be deemed "transportation facilities". The zoning code is clearly not intended to restrict these types of improvements that are essential to the development of permitted uses. It should be mentioned that this footbridge is also essential for the Park District to gain access to a currently inaccessible 11-acres of publicly-owned land, that cannot currently be used, monitored, or maintained.

The decision states: *"the definition of a 'park' is found in Section 200 of the YCZO which defines the term as, 'Any public or private land reserved for recreation, educational, cultural, or open space uses.' The definition of park does not include any mention of a footbridge or other transportation facilities."* This is misconstruing the definition, as the definition does not list a single improvement but rather uses of the land. The County's decision is comparing defined uses to built improvements. By using this approach, the zoning code would restrict any and all built improvements since none are defined. This is not the intent of the zoning code.

The County's decision also references YCZO 501.04 Prohibited Uses, which states: *"Uses of land and water not specifically mentioned in this section are prohibited in the AF-10 District."* 501.04 does not restrict uses suspended in the air, such as pedestrian footbridges. Therefore, pedestrian footbridges may not qualify as a prohibited use.

Neither YCZO 501.02 nor 501.03 mention a "road" as a use. YCZO 202 defines "road" as *"any public or private access road, street, alley, highway, walkway easement or way platted, recorded or shown on any official map, whether or not such street is actually developed or used."* "Transportation facility" is not defined.

Hearing before the Board of Commissioners – Applicant Statement (to be read aloud)

Good morning Commissioners and thank you for hearing our appeal for Docket No. FP-10-22/SDR-40-22. My name is Jon Champlin, and I am a landscape architect working on the design of this project.

I believe that you all are probably at least somewhat familiar with Ewing Young Park, so I won't go into too much detail, but would like to briefly present our project. Ewing Young Park currently includes a skate park, play equipment, picnic shelter, 12-hole disc golf course, bmx track, RC track, restrooms, internal walking path system, and a dog park. The property was purchased by Chehalem Parks and Recreation District in 1977, and the park has added these improvements throughout the years to serve the surrounding community. Chehalem Creek bisects the Park, and currently cuts off roughly 11 acres of park land on the west side of the creek, rendering it inaccessible and unusable. This lack of access has led to homeless encampments, trash accumulation, and invasive plant species overgrowth, which CPRD cannot address. The urban growth boundary and City limits of Newberg also follow the centerline of Chehalem Creek, placing part of the subject property within City limits. A land use application was filed with the City concurrently with the Yamhill County application, which the City has approved on the basis that this project is a park improvement.

This project proposes the development of a pedestrian footbridge across Chehalem Creek, granting CPRD access to monitor, maintain, and improve this area for the benefit of the surrounding community. The Ewing Young Park Master Plan, which was completed in 2018, identifies the 11-acres of land as an area to expand the existing 12-hole disc golf course into a full 18-hole course, along with a circular internal walking path. This type of low-impact improvement will require minimal clearing of existing vegetation. However, the detailed design and development of this future expansion is not included in this land use application.

The land use application for a footbridge over Chehalem Creek was denied by Yamhill County because the Planning Director has deemed the project a "transportation facility" when in fact it is a park improvement. The County's decision quotes the LUBA 2018-061 ruling, which states that trails or similar transportation facilities are not defined as an allowed use in the AF-10 zone, and defines a "transportation facility" as referring to any physical facility that moves or assists in the movement of people and goods excluding electricity, sewage, and water. Our project is not a trail, but rather a park improvement allowing for pedestrian access that will remain internal to Ewing Young Park. Trails and Parks are two distinctly different land uses. Parks are an outright permitted use in the AF-10 zone (YCZO 501.02(E)), and pedestrian pathways and accessways are essential to the development of parks. Parks are specific areas, while trails are meant to transport pedestrians, bikers, hikers, equestrians, or similar users from one location to another over long distances, often many miles, but have no other purpose. The YCZO states: *"In areas immediately adjacent to urban centers, the AF-10 District is intended to be a transitional zone between F-10, EF-20, 40, or 80 and AF-20, 40, or 80 Districts and higher-density VLDR and LDR Districts or urban districts identified in city comprehensive plans."* None of these lower-density agricultural districts are near this property, so if the concern from Yamhill County is that the park improvements will remove farmland out of production as stated in the zoning codes, that is not the case.

The vast majority of permitted uses in the AF-10 zone require vehicular driveways, access roads, pedestrian pathways, parking areas, or similar improvements, all of which are within the Planning Director's definition of "transportation facilities". In fact, since the start of 2021, Yamhill County Planning has approved 20 different land use applications for projects that included transportation facilities, with 47 different transportation facilities included in those 20 projects. Some of these approved applications contain conditions by the Planning Director to include a minimum number of parking spaces, which are transportation facilities. The Yamhill County Zoning Ordinance, nor Yamhill County Planning's interpretation of it on other applications, are clearly not intended to restrict improvements that are essential to the development of permitted uses.

The Planning Director's decision states: *"the definition of a 'park' is found in Section 200 of the YCZO which defines the term as, 'Any public or private land reserved for recreation, educational, cultural, or open space uses.' The definition of park does not include any mention of a footbridge or other transportation facilities."* This is misconstruing the definition, as the definition does not list a single improvement, such as playgrounds, walking paths, benches, picnic tables, drinking fountains, or any other improvements that we all know are essential to the development of parks. Rather, the definition lists uses of the land. The County's decision is comparing defined uses to built improvements. By using this approach, the zoning code would restrict any and all built improvements since none are defined by the Zoning Ordinance. This is clearly not the intent of the zoning code.

Yamhill County's own park system includes 12 developed park properties. Four of the properties include a footbridge, 1 has a vehicular bridge, all 12 have some sort of vehicular access road and parking. By the Planning Director's definition, these are transportation facilities. All but one of these properties are in the PRO, PWS, or PAI zones. None of the improvements that I listed are explicitly permitted in these zones, even though the code states that uses of land and water not specifically mentioned in these sections and not allowed as a similar use, are prohibited. The County is holding our application to a specific standard when the County's own parks cannot meet the same criteria.

It should be noted, we are aware that the Hidden Meadows home owners association, located to the west of the subject property, opposes this project. However, as stated in the Planning Director's decision, all Zoning Ordinance requirements, along with any applicable state and federal requirements, have either already been met, or can be met through conditions of approval, if this project were to be viewed as a park. Ewing Young Park also predates the development of the Hidden Meadows neighborhood by 16 years, so all of the owners bought their properties next to an existing park. Furthermore, it is CPRD's policy that the Park District will construct a privacy fence along any neighbor's property line if they want one, at no expense to the home owner. CPRD will allow a gate to be constructed in the fence if the owner wishes, at the owner's expense and under the owner's control to add a lock if they want one.

In closing, I would like to read an excerpt from the Yamhill County Comprehensive Plan. Section IV.B.1.A. which states: Yamhill County will cooperate with all government and recreation agencies within the region to identify recreation, open space, and scenic resources; determine resident and nonresident needs and formulate and implement measures for providing recreation services.

This project is not about a trail winding through important agricultural farmland, it is about the development of land for recreational use in an urban area of Yamhill County, on land not suitable for most other uses. We respectfully request that the Planning Commission see this project for what it is, a park improvement, and overturn the Planning Director's denial of our land use application. Thank you.

EXHIBIT A

Docket No. FP-10-22/SDR-40-22, Tax Lot 3219-00700 Decision Appeal Narrative:

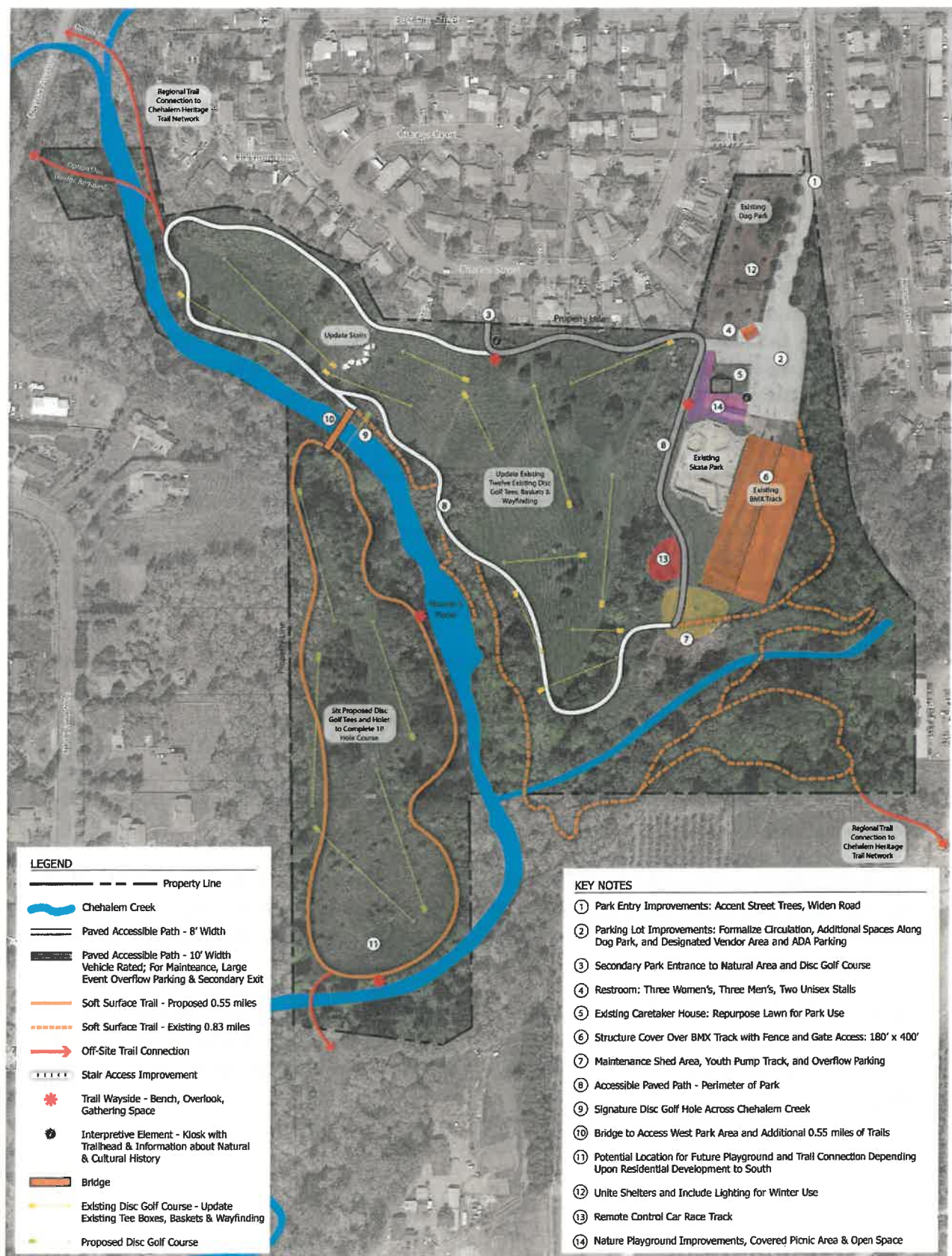
The land use application for a footbridge over Chehalem Creek was denied because the Planning Director has deemed the project a "transportation facility" when in fact it is a park improvement. The County's decision quotes the LUBA 2018-061 ruling, which states that trails or similar transportation facilities are not defined as an allowed use in the AF-10 zone. Our project is not a trail, but rather a park improvement allowing for pedestrian access that will remain internal to Ewing Young Park. Trails and Parks are two distinctly different land uses. Parks are a permitted use in the AF-10 zone (YCZO 501.02(E)), and pedestrian pathways and accessways are essential to the development of parks.

The vast majority of permitted uses in the AF-10 zone require vehicular driveways, access roads, pedestrian pathways, or similar improvements, all of which could be deemed "transportation facilities". The zoning code is clearly not intended to restrict these types of improvements that are essential to the development of permitted uses. It should be mentioned that this footbridge is also essential for the Park District to gain access to a currently inaccessible 11-acres of publicly-owned land, that cannot currently be used, monitored, or maintained.

The decision states: *"the definition of a 'park' is found in Section 200 of the YCZO which defines the term as, 'Any public or private land reserved for recreation, educational, cultural, or open space uses.' The definition of park does not include any mention of a footbridge or other transportation facilities."* This is misconstruing the definition, as the definition does not list a single improvement but rather uses of the land. The County's decision is comparing defined uses to built improvements. By using this approach, the zoning code would restrict any and all built improvements since none are defined. This is not the intent of the zoning code.

The County's decision also references YCZO 501.04 Prohibited Uses, which states: *"Uses of land and water not specifically mentioned in this section are prohibited in the AF-10 District."* 501.04 does not restrict uses suspended in the air, such as pedestrian footbridges. Therefore, pedestrian footbridges may not qualify as a prohibited use.

Neither YCZO 501.02 nor 501.03 mention a "road" as a use. YCZO 202 defines "road" as *"any public or private access road, street, alley, highway, walkway easement or way platted, recorded or shown on any official map, whether or not such street is actually developed or used."* "Transportation facility" is not defined.



WHPacific

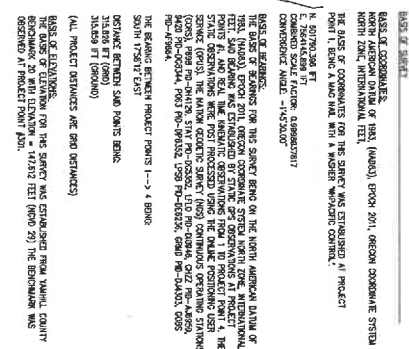
EWING YOUNG PARK

MASTER PLAN

APRIL 4, 2018



SCALE
150 0 150 600
Feet

79

L1.10 SHEET NUMBER	EXISTING CONDITIONS PLAN EWING YOUNG PARK FOOTBRIDGE			SHEET INFO DRAWN JC CHECKED MB APPROVED JC LAST EDIT 8/16/2022 PLOT DATE 8/22/2022	REVISIONS NO. BY DATE REMARKS		NIVIS 9450 SW Commerce Circle, Ste 300 Wilsonville, OR 97158 503-625-0455 www.NIVIS.com
	CHEHALEM PARK AND RECREATION DISTRICT						
	PROJECT NUMBER C000191.00	DRAWING FILE NAME C000191.00-LA01 L1.10-EX	SCALE 1" = 20'				

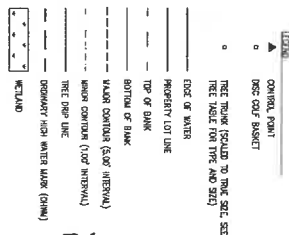


SITE PLAN LEGEND

3" THICK BARK MULCH PATH, 6 FEET WIDE

KEYNOTES:

1. FOOTBRIDGE. SEE SHEET L3.11
2. PROVIDE AND PLACE BARK MULCH PATH



80

L3.10

SHEET NUMBER

SITE PLAN

EWING YOUNG PARK FOOTBRIDGE

CHEHALEM PARK AND RECREATION DISTRICT

PROJECT NUMBER

C000191.00

DRAWING FILE NAME

C000191.00-LA01 L3.10-SP

SCALE

1" = 20'

SHEET INFO

DRAWN

JC

CHECKED

MS

APPROVED

JC

LAST EDIT

8/6/2022

PLOT DATE

8/19/2022

SUBMITAL

REVISIONS

NO.

BY

DATE

REMARKS

NIVIS

9450 SW Commerce Circle, Ste 360
Wilsonville, OR 97170
503-520-0455 www.NIVIS.com

PROPOSAL FOR:

MASTER PLAN FOR BOB AND CRYSTAL RILEE PARK PROFESSIONAL DESIGN SERVICES

April 19, 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

April 19, 2023

Casey Creighton | Assistant 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 Casey 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 for the District and the park's existing and future users. 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 RFP 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 project 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 summer is Milo McIver State Park near Estacada, OR. This park currently provides miles of equestrian, mountain biking, and hiking trails in similar natural settings. Lessons learned from that project could inform our work on this Master Plan. To diversify our professional services on this project, we have added Scott Edwards Architecture (SEA) in an advisory role for architectural design. JLA Public Involvement (JLA) is available to lead community engagement, as an optional service. 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 RFP.

Sincerely,

NV5



Jon Champlin, RLA, ASLA
Project Manager and Landscape Architect



Daniel Boultinghouse, PE
Operations Manager and PIC

PROJECT FEES & COMPENSATION WITH HOURLY RATES

Please find below NV5's hourly rates and fees proposed for this project. A full fee schedule breakdown is provided in the appendix to show NV5's expected work hours for this project. The time and materials compensation to NV5 for work done on the basis of hourly rates, plus incurred expenses (which may be referred to as "time and materials" or "standard billing") will be the sum of all of the items set forth below.

NV5 Hourly Rates:

Job Title	Hourly Rate
Project Manager/Landscape Architect	\$135
Sr. Landscape Architect	\$165
Landscape Designer	\$88
Accounting/Project Controls	\$125
Clerical/Support Staff	\$80

NV5 Reimbursable Expenses:

1. Large format black & white plotting: \$3.00 each
2. Large format color plotting: \$6 - \$7 per SF
3. Use of vehicles: IRS yearly rate

SEA Hourly Rates:

Job Title	Hourly Rate
Principal	\$220
Senior Associate/Project Manager	\$165
Project Architect	\$140-195
Technical Staff	\$90-135

NV5 Fees:

Task 1: Pre Design and Public Engagement _____ **\$8,515**

- Base Mapping
- Public Open House
- Project Visioning Session

Task 2: Master Plan Alternatives _____ **\$15,199**

- Program Layout Alternatives (up to 3)
- Preliminary Master Plan Alternatives (up to 3)
- Preferred Master Plan w/ Cost Estimate

Task 3: Final Park Master Plan Report _____ **\$14,260**

- Present Preferred MP to CPRD Board
- Finalize Park Master Plan w/ Cost Estimate
- Park Master Plan Report Document

Subtotal _____ **\$37,974**

Reimbursable Expenses (2%) _____ **\$759**

TOTAL NV5 FEE _____ **\$38,733**

SEA Fee: _____ **\$15,200**

Tasks Include:

- Project Visioning Session
- Advising on Architectural Programming and Design

NV5 Fee _____ **\$38,733**

SEA Fee _____ **\$15,200**

TOTAL PROJECT FEE _____ **\$53,933**

ADDITIONAL PUBLIC INVOLVEMENT (OPTIONAL SERVICE)

We know that CPRD staff are skilled at organizing public involvement activities, and we plan to utilize those skills in the public involvement for this project. If a more robust public engagement process is required, then JLA Public Involvement is readily available to join the project. Tasks that JLA is skilled at providing include: public engagement strategy plans, stakeholder meetings and interviews, guided site tours, online surveys or online open houses, and gaining consensus from competing user groups. The project budget, schedule, goals, and objectives established at the beginning of the project will likely determine if and when JLA's services are necessary. We will be happy to explore possible alternative public involvement options with CPRD.

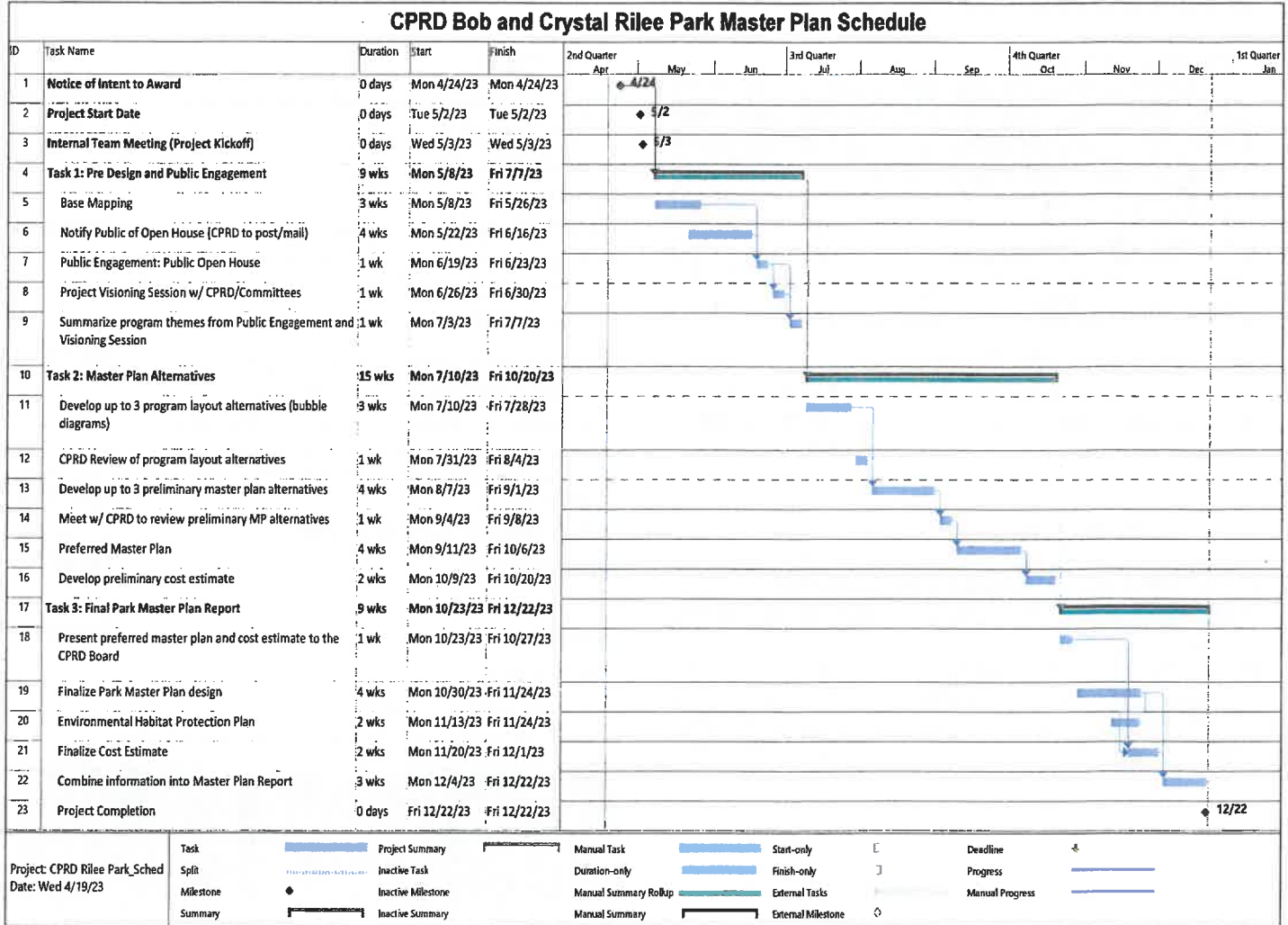
JLA Hourly Rates:

Job Title	Hourly Rate
Senior Associate 1	\$200
Public Involvement Specialist 2	\$100
Public Involvement Specialist 4	\$140
Administration 4	\$110

PROJECT TIMELINE AND COMPLETION DATE

NV5

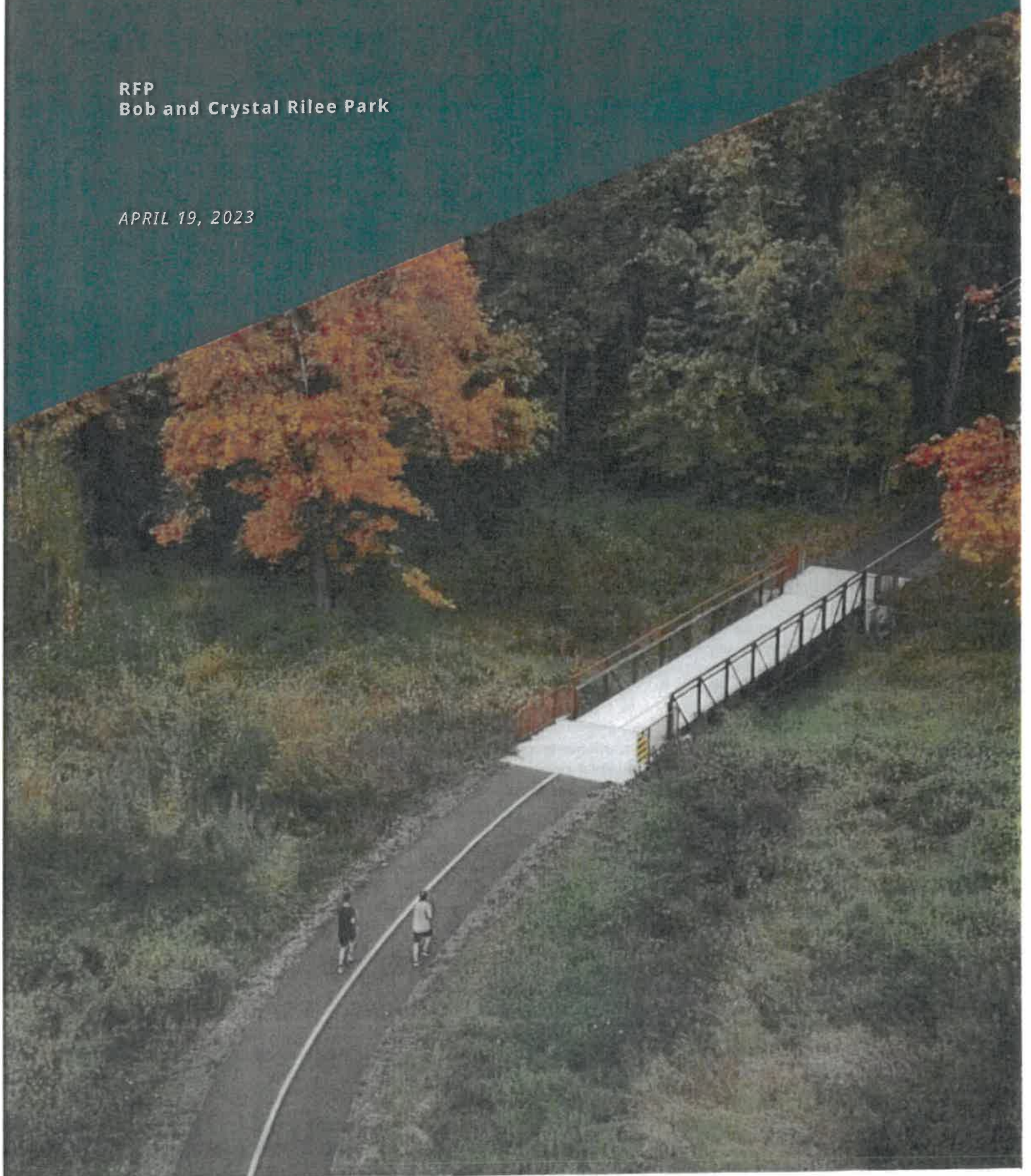
Please find below NV5's proposed schedule for this project. This schedule has a completion date of December 22, 2023, closing out by the end of this year. We will review this schedule with you at a project kickoff meeting to determine if any specific deadlines need to be met, and adjust accordingly. If CPRD wants a more robust public involvement process for this project, those tasks will also have impacts to the schedule.



CAMERON McCARTHY

RFP
Bob and Crystal Rilee Park

APRIL 19, 2023



CAMERON MCCARTHY

LANDSCAPE ARCHITECTURE & PLANNING

April 19, 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 Proposals**

Dear Don and members of the Selection Committee:

Thank you for the opportunity to submit a proposal to 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 series of our projects in the region with Willamalane Park and Recreation District is the Dorris Ranch Living History Farm, with the preparation of a Master Plan, and planning and design of several trail alignments and connections: the Middle Fork Path and Mill Race Path.

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



Pricing

COMPENSATION FOR SERVICES AND EXPENSES

SERVICES

Task 1. Project Initiation	\$3,280
Task 2. Project Management	\$6,580
Task 3. Community Outreach	\$56,050
Task 4. Existing Conditions Analysis	\$17,470
Task 5. Goals, Policies and Recommendations	\$8,710
Task 6. Environmental Management Plan	\$13,270
Task 7. Documentation and Adoption	\$30,640

Total Services	\$136,000
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Expenses	\$2,500
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Total Expenses	\$2,500
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Total Services and Expenses	\$138,500
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We propose that all services noted above be provided on a fixed fee basis for a not-to-exceed (NTE) fee of \$138,500. Invoices will be submitted monthly with payment requests based upon percentage of completion basis for each task and actual expenses.

Reimbursable expenses for the project include displays, printing, reproductions, mileage, and other materials. All project deliverables will be provided electronically as PDF, MSWord, AutoCAD, or other original files. The District is responsible for other reproductions. Reimbursable expenses are included in the maximum NTE fee.

ASSUMPTIONS

- This proposal assumes minor revisions may be necessary with each successive stage of work as it progresses. If, however, major revisions are necessary to previously executed and submitted work as the result of a change in area/location of the request, program, budget, or other decisions beyond our control that significantly expand the scope of this proposal we will require the extra work be compensated through an Additional Services Agreement.
- Additional services will need to be evaluated if the schedule extends beyond February 2024.
- Additional services for a historical architect are not included, but an optional service.
- Additional services for a social and racial equity community planning specialist are not included, but an optional service.



Stephen Phillips <phillipss@newberg.k12.or.us>

Renne Park

1 message

Nesbit, Christine <Christine.Nesbit@wesd.org>
To: Stephen Phillips <phillipss@newberg.k12.or.us>

Tue, Mar 14, 2023 at 9:53 PM

Hi Steve:

Enclosed is the agreement that I am recommending, bearing in mind that there are many potential areas of negotiation. The pieces of their initial proposal of concern to me:

- The absence of any true project plan; timelines & deliverables
- An appropriate approval process for construction on district property
- The length of a 99 year "lease" will just not ever work for a school district. I reviewed your district's master plan (re land use/ buildings) and the district may well need this site in the future. A lease signs away the district's rights to use and sell the property for the period of the lease (unless there are exceptions built in). I recommend - at least until I know more - that you just do an intergovernmental agreement that is terminable upon 60 days.

I hope this moves the parties forward, and would be very glad to help continue the conversation once more details are known .

Sincerely,

Christine Nesbit
General Counsel - Legal Services | Willamette ESD
503-385-4679 - office
541-870-5060 - cell phone
www.wesd.org

**Success, Achievement, Together...For All Students**

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INTERGOVERNMENTAL AGREEMENT
between
CHEHALEM PARKS AND RECREATION DISTRICT
and
NEWBERG SCHOOL DISTRICT 29J
Renne Park Improvements and Use

THIS AGREEMENT is entered into and shall be effective on _____,
by and between **Chehalem Park and Recreation District ("CPRD")** and **Newberg School District 29J ("District")**.

P U R P O S E

The purpose of this Intergovernmental Agreement ("IGA" or "agreement") is to provide a framework for the design and construction of recreational improvements on Renne Park, a property owned by District. A second purpose of the IGA is to provide for coordinated access, use and management of the property for the mutual benefit of the parties for a term following said construction.

R E C I T A L S

WHEREAS, CPRD and District are units of local government, as that term is defined in ORS 190.003; and

WHEREAS, ORS 190.010 provides that units of local government may enter into written agreements for the performance of any or all functions and activities that a party to the agreement, its officers or agencies, have authority to perform; and states further that the agreement may provide for the performance of a function or activity:

- 1) By a consolidated department;
- 2) By jointly providing for administrative officers;
- 3) By means of facilities or equipment jointly constructed, owned, leased or operated;
- 4) By one of the parties for any other party;
- 5) By an intergovernmental entity created by the agreement and governed by a board or commission appointed by, responsible to, and acting on behalf of the units of local government that are parties to the agreement; or
- 6) By a combination of the methods described above; and

WHEREAS, ORS 190.020 requires the agreement to specify the functions or activities to be performed and by what means they shall be performed and, where applicable, the agreement shall provide for:

- 1) The apportionment among the parties to the agreement of the responsibility for providing funds to pay for expenses incurred in the performance of the functions or activities;
- 2) The apportionment of fees or other revenue derived from the functions or activities and the manner in which such revenue shall be accounted for;
- 3) The transfer of personnel and the preservation of their employment benefits;
- 4) The transfer of possession of or title to real or personal property;
- 5) The term or duration of the agreement, which may be perpetual;
- 6) The rights of the parties to terminate the agreement; and

WHEREAS, concerning the effect of the agreement, ORS 190.030 states:

- 1) When an agreement under ORS 190.010 has been entered into, the unit of local government, consolidated department, intergovernmental entity or administrative officer designated therein to perform specified functions or activities is vested with all powers, rights and duties relating to those functions and activities that are vested by law in each separate party to the agreement, its officers and agencies;
- 2) An officer designated in an agreement to perform specific duties, functions or activities of two or more public officers shall be considered to be holding only one office;
- 3) An elective office may not be terminated by an agreement under ORS 190.010; and

WHEREAS,

- 1) District owns a tract of land located in Newberg, Yamhill County, Oregon, more particularly described in **Exhibit A** attached hereto and incorporated herein by reference, and hereinafter described as "Renne Park";
- 2) District currently uses Renne Park for its educational program, and has identified Renne Park as a site opportunity that may be needed by District for future facility development as District enrollment increases;
- 3) The District and CPRD are in the process of finalizing the design of outdoor sports recreation improvements to Renne Park, which may include the addition of a turf field suitable for soccer, lacrosse and football practice and competition,

replacement of an existing track with an 8-lane running and walking track, the creation of practice and competition space for field events (long jump, pole vault, javelin, shot put and triple jump), construction of a concession stand and restrooms, fencing, and lighting;

- 4) District wishes to make outdoor sports recreation improvements to its property in cooperation with CPRD for the benefit of district students;
- 5) Pursuant to Oregon Laws 2022, chapter 110, section 423(29), the Oregon Legislature appropriated \$750,000.00 to the District to support the Renne Park improvement;
- 6) The State of Oregon Department of Administrative Services (DAS) and District have entered into a Grant Agreement (107-2022-5202-61) for the distribution of the aforementioned grant dollars;
- 7) On _____, DAS distributed the grant dollars to the District;
- 8) The District wishes to enter into an agreement with CPRD for the distribution of the District's grant allocation from DAS to the CPRD for the construction of the Renne Park improvements;
- 9) CPRD is eligible to receive the allocated funds as a subgrantee to cover expenses to be incurred in the design, planning, construction and administration of completing the Renne Park improvements; Comment from Christine: Confirm with DAS permission/ confirmation
- 10) On _____, the board of directors for CPRD authorized CPRD to expend \$750,000.00 for the purposes of designing, pre-construction and construction services in connection with the Renne Park improvements;
- 11) Under the terms of this IGA, District will authorize use of the property by CRPD and CRPD will develop and oversee the architectural and construction services and will use and manage the property in accordance with the terms of this Agreement;
- 12) Both parties will be mutually benefited by the construction of the Renne Park Improvements, and the parties will jointly fund the construction of the Improvements as further described in this Agreement.

NOW, THEREFORE, in consideration of the promises and covenants herein contained, the parties agree to the following:

A G R E E M E N T

1. **Recitals.** The purpose and recitals above are incorporated by reference and made a part of this Agreement.
2. **Funding.** The parties agree that funding for the design and construction of the Renne Park Improvements shall consist of:

2.1 District grant funds of \$750,000.00; and

2.2 CPRD funds of \$750,000.00.

2.3 If funds are insufficient to construct all intended improvements, District and CPRD will work together to build the improvements with the funding identified in this Agreement.

3. **Duties and Responsibilities of Chehalem Parks and Recreation District.**

3.1 CPRD shall take all actions necessary to finalize the design of major improvements to be made to Renne Park using the funding provided by this Agreement. The final design and project list (hereafter "Project Improvements") is a matter of importance to both parties and is subject to the approval of each party. The Projects Improvement list submitted for approval shall include general project information, a project narrative, a design and site plan, anticipated timeline, major project milestones, deliverable and budget.

3.1.1 Changes to the Project Improvements list require written approval of both parties and a determination that a project or portion thereof is no longer in the best interest of the parties, can be funded through other sources, or is cost prohibitive or otherwise unfeasible.

3.2 Upon the approval of the Project Improvements list, CPRD shall take all actions necessary to construct Project Improvements by ~~June 30, 2024~~ unless otherwise approved in writing by District and DAS. CPRD shall have full responsibility to perform and complete the Project Improvements. Toward that end, CPRD will select and manage contractors, insurances, licenses, payrolls; coordinate, relocate and install utilities if needed, plan, engineer and design Project Improvements subject to District's approval, develop specifications and estimates for improvements, manage the project, obtain permits, comply with all applicable laws and regulations, and pay contractors selected. CPRD shall contract with a construction manager/general contractor (CMGC) to deliver the improvements.

3.3 As a subrecipient of grant funds, CPRD shall comply with the terms of the Grant Agreement between DAS and District, attached and incorporated herein as **Exhibit B**, including all provisions in Section 5 – Covenants of Recipient.

3.4 Reporting.

3.4.1 CPRD will demonstrate its progress on the improvements through staff-to-staff conferences, quarterly written updates to the District superintendent due on the 30th of March, June, September and December. Quarterly reports will include a detailed expenditure report and description of progress including project status (not started; less than 50%; 50% or more, completed), project out.

3.4.2 CPRD will provide an annual progress report to District for the District's provision to DAS containing a narrative and financial report on the use of Grant Funds, as required by the Grant Agreement. The annual report shall be provided by CPRD for each year of this Agreement until the completion of the improvements herein based on the schedule determined by the District. The report shall be on a template provided by DAS or as required by District. Within thirty days of completing the improvements,

CPRD will provide District with a final report and accounting of its costs and expenditures on the improvements, including adequate back-up documentation.

3.5 CPRD will use District-allocated grant funds solely to support the Renne Park Project Improvements. CPRD will return any portion of the grant fund disbursed by District expended in violation of the Grant or that remain unexpended on the earlier of the termination or expiration of this Agreement or completion of the Project Improvements. No invoice from District shall be required.

3.6 CPRD will retain and require any contractor for the improvements to retain all necessary documentation of all uses of the grant funds. Such documentation shall be maintained in accordance with applicable generally accepted accounting principles and government auditing standards, and shall be sufficiently detailed to permit District or its auditor to verify who CPRD spent the funds distributed by District. CPRD shall promptly produce such records to District upon request and is subject to audit by District.

3.7 CPRD will notify District of any adverse change of CPRD related to CPRD's ability to perform all obligations required by this Agreement. CPRD will notify District of any events during construction that materially affect the project, including extensions of over 60 days, notices of default, or cost increases to total project costs of more than 10%.

4. Duties and Responsibilities of Newberg School District.

4.1 In general, the District's obligation to disburse funds pursuant to this Agreement is contingent on the District's approval of the Projects Improvement list and the District's determination that CPRD has completed all plans and specifications, has applicable permits and construction contracts in place, and construction will begin within 60 days of receipt by CPRD. In no event will the District's maximum expenditure exceed the grant funds provided by DAS for the Renne Park improvements, less any direct administrative expenses to District, currently estimated at \$20,000.00.

4.2 Following the District's approval of the Project Improvements list, CRPD may request disbursement from the District of an initial advancement for project costs. Such initial advancement may not exceed 30% of the project costs for each approved project on the project list. To receive a disbursement of the initial advance, CRPD must receive final approval from District of any changes to the project.

4.3 After using the Initial Advance, CRPD must seek reimbursement for additional costs incurred in arrears up to the total project cost. CRPD must provide proof of payment of the initial advance before requesting additional reimbursement payments. Reimbursements may be sought no more than once per quarter and are to be based on achievement of project milestones. The reimbursement request will include the proof of payment of the Initial Advance; an itemized statement of expenses including the vendor who was paid; and a status report relating to project's progress toward completion.

4.4 District may withhold not more than 5% of the final payment as retainage, pending District approval of the improvement at project close out.

4.5 All changes to the Project Improvements list must receive final approval from District.

4.6 District will allow CPRD to construct the Project Improvements on its property and will close the property as necessary during construction.

4.7 District shall delegate authority to CPRD to act as the lead on constructing the Project Improvements.

4.8 District will provide CPRD use of the property free of rent based on CPRD's ongoing and continuous performance of and compliance with the terms and conditions of this Agreement.

5. Ownership and Use.

5.1 District shall retain ownership of the park and all improvements that are not moveable following completion of construction. Examples include the turf field, walkways, concession stand, landscaping, and track.

5.2 CPRD shall retain ownership of fixtures placed by CPRD that are easily movable and not part of the permanent built-out environment following the completion of construction, for example, waste receptacles and easily removable signage.

5.3 CPRD shall operate and maintain Renne Park, free from charge by District, for a period of 10 years from the date of this Agreement.

5.3.1 CPRD shall perform all necessary maintenance and repairs to any structures and grounds, such that at the expiration of this Agreement, the premises are in as good a condition as at the commencement of this Agreement, excepting only reasonable wear, permitted improvements and alterations, and damage by fire or other casualty.

5.3.2 CPRD shall use the property for public park, recreational, and educational purposes only.

5.3.3 CPRD shall prioritize the District's use of Renne Park during the school year, and shall not without the permission of the District, permit use of Renne Park in conflict with District priority use, provided the District's request has been communicated at least 60 days in advance. CPRD will have priority use at all other times.

5.3.4 CPRD shall offer structured recreational and athletic opportunities for school-aged youth at least three days a week during the school year, which may be reduced due to weather or insufficient attendance.

5.3.5 After the initial construction of Project Improvements, CPRD shall bear sole financial responsibility for the repair and replacement of turf or other Project Improvements during the term of this Agreement.

5.3.6 CPRD shall be responsible and agrees to pay for all water, sanitary, utility and sewer charges including connection charges, incurred in connection with maintaining

the property or in connection with making the Project Improvements resulting from this agreement.

5.3.7 CPRD shall be responsible for any and all levies and improvement assessments made against the property, during the term of the Agreement.

5.3.8 District may authorize CPRD to make improvements to the property other than the Project Improvements approved as provided in paragraph [] of this Agreement. Prior to consideration, CPRD shall submit detailed plans and specifications to District. Upon approval by District, which shall be in writing, and unless otherwise agreed, improvements shall be at the sole expense of CPRD. Improvements requiring construction shall require approval by the District school board.

6. **Term of the Agreement.** The parties may extend or renew this agreement, with all renewals or extensions agreed upon in writing, when authorized by the board of directors for each party.

7. **Indemnification and Insurance.**

7.1 District and CPRD are each independent governmental agencies. Neither District nor CPRD is an agent for one another. District and CPRD shall not be responsible for any legal liability, loss, practice, damages, costs and expenses arising in favor of any person, account of personal injuries, death, property loss or damage occurring, growing out of, incident to, or resulting directly or indirectly from the acts or omissions of the other party under this Intergovernmental Agreement.

7.2 CPRD shall be responsible and agrees to keep in force policies of insurance, insuring any improvements and facilities constructed on the property against loss, damage or casualty and naming District as an additional insured. It is specifically understood and agreed that the proceeds of any insurance policy maintained hereunder shall, in the event of claim and payment thereunder, be used to reconstruct improvements and facilities on said property or for such other improvements to said property as agreed upon by CPRD and District.

7.3 CPRD shall be responsible and agrees to pay for and keep in force policies of liability insurance, insuring the property against any loss or damage by any reason of any claim or claims arising out of or in any manner connected with the construction, repair, maintenance or operation of the said property or any improvements or facilities constructed thereon. Said insurance policy shall name District as an additional insured, and shall shave and hold District harmless for any and all such claims.

8. **Funding Recognition.** CPRD will recognize District as the owner of the property and acknowledge District's shared role in funding the project in any publications, presentations, and signage at the project site.

9. **Assignment.** Neither party to this Agreement may assign its interest in the Agreement without the express written consent of the other party.

10. **Compliance With Laws.** During the term of this Agreement, the parties shall comply in every respect with all applicable state and federal laws, rules and regulations.

11. **Waiver.** No waiver of any portion of this agreement shall be deemed or shall constitute a waiver of any other portion thereof, nor shall any waiver constitute a continuing waiver.

12. **Contract Disputes.** The parties agree that any disagreement regarding the interpretation, meaning or any provision of this agreement shall be settled by arbitration if so requested by either party in writing. The arbitration decision will be binding upon the parties. The cost of such arbitration shall be shared equally between the parties.

13. **Termination or Suspension of Performance.** This Intergovernmental Agreement may be terminated under the following conditions.

13.1 By mutual consent of both parties, by either party on 30 days' notice, in writing and delivered by certified mail or in person.

13.2 Any such termination of this contract shall be without prejudice to any obligations or liabilities of either party already accrued prior to the notice of termination;

13.3 The parties agree to promptly settle all accounts existing from work performed or expenses incurred or encumbered under this contract upon termination.

14. **Notices.** Notices permitted or required by this Agreement must be in writing to the addresses set forth below and will be deemed given upon personal service, deposit in the United States Mail, postage prepaid, delivery by a nationally recognized overnight courier service or by email delivery if sent on a business day between the hours of 8AM and 5PM, Pacific Standard Time:

CPRD's Designated Representative

Attention: **TITLE NAME**

MAILING ADDRESS

PHONE

EMAIL ADDRESS

District's Designated Representative

Attention: Superintendent, Stephen Phillips

714 E. 6th St.

Newberg, OR 97132

(503)554-5000

phillipss@newberg.k12.or.us

The parties may change the addresses and designated representatives by written notice given in the same manner. Telephone numbers are for information only.

15. **Integration Clause.** The foregoing represents the entire agreement between the parties and any prior understanding or representations of any kind preceding the date of this agreement shall not be binding upon the other party except to the extent incorporated in this agreement.

16. **Modifications.** No modification of this agreement shall be binding upon the parties unless reduced to writing.

17. **Term of Agreement and Survival.**

17.1 This Agreement becomes effective on the last date signed below and shall terminate on April 30, 2028.

17.2 The parties may extend or renew this agreement, with all renewals or extensions agreed upon in writing by the governing bodies of each party.

17.3 All terms of this Agreement that require continued performance or effect beyond the termination date of the Agreement shall survive such termination date.

Signed on _____
Date

Chehalem Parks and Recreation District
Agency

By: _____
Signature

Print Name and Title

Signed on _____
Date

Newberg School District 29J
Agency

By: _____
Signature

Print Name and Title

8.1' Clear Span (1.2xACW) Fish Passable Culvert - Sitework - PRELIMINARY 15% ESTIMATE

Project No.: 8665

Prepared By: TRJ

Checked By: JPC

Date: 3/24/2023

SPEC	DESCRIPTION	UNIT PRICE	UNIT	QTY	AMOUNT
TEMPORARY FEATURES AND APPURTENANCES					
	Mobilization		LS	1	\$ 17,500.00
	Temporary Work Zone Traffic Control, Complete		LS	1	\$ 3,500.00
	Erosion Control		LS	1	\$ 1,800.00
	Temporary Crossing and Access (100LF+Cul)		LS	1	\$ 4,500.00
ROADWORK					
	Construction Surveying	\$ 4,000.00	LS	1	\$ 4,000.00
	Sawcutting	\$ 4.00	LF	90	\$ 360.00
	Structure Excavation	\$ 50.00	CUYD	205	\$ 10,250.00
	Bedrock Excavation	\$ 150.00	CUYD	115	\$ 17,250.00
	Removal and Disposal of Waste Materials	\$ 15.00	CUYD	231	\$ 3,465.00
	5" Level 2 AC Pavement	\$ 30.00	SY	350	\$ 10,500.00
BRIDGES AND STRUCTURES					
	New 8.1' x 5.75' Multiplate Horizontal Ellipse Culvert	\$ 500.00	LF	27	\$ 13,500.00
	Prefab Wingwall/Headwall MSE	\$ 115.00	SQFT	370	\$ 42,550.00
	Installation	\$ 450.00	HR	40	\$ 18,000.00
BASES					
	Base Rock and 3/4" (-)	\$ 80.00	CUYD	188	\$ 15,040.00
	RipRap	\$ 150.00	CUYD	60	\$ 9,000.00
STREAM WORK					
	Stream Regrading (Ex/Embank 140 LF x 5'W x 1.75'D)	\$ 150.00	CUYD	50	\$ 7,500.00
	Bank Layback along channel reconstruct (@2:1)	\$ 65.00	CUYD	200	\$ 13,000.00
	Removal and Disposal of Waste Materials	\$ 15.00	CUYD	200	\$ 3,000.00
	Streambed Gravels (140 LF x 4'W x 2.5'D)	\$ 166.00	CUYD	50	\$ 8,300.00

Grand Total	\$ 203,015.00
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Chehalem Heritage Trails Advisory Committee

MINUTES

March 9, 2022 | 6pm

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: Jill Bilka | Erin Chen | Michelle Colvin | **Quentin Comus** | **Matt Dolphin** | **Kristina Ernstrom** | **Allen Holstein** | Lisa Jackson | **Kimberly Lanier** | Lacy Mendoza | **Bob Oleson** | Justin Patterson | **Martin Peters** | **Cindy Riggs** | **Erin Robinson** | Peter Siderius | Dustin Wolfe*

Community: Bart Reirson, Veronica Hinkes, Carol Foley, Friends of the Yamhelas, Steve Wick, - Yamhelas, Steve Harloff, Wayne Wiebke

I. Attendance Roll Call

II. Approval of minutes from February meeting - [available online](#)

Addition: Mr. Hammer was asked if he would approve trails if they did not affect farmers – and he did say “yes”

Otherwise – unanimously approved

III. Yamhelas - Westsider Trail (*Veronica Haley Hinkes*)

(20-30 min. Including Q&A) history of trail, what has happened to date, overview of process, issues they've experienced

Powerpoint

- Materials are in the joint folder for the Committee
- Q&A
 - Kat – share opportunity for staffing?
 - Looking for communications volunteer
 - Hire a project manager? – potentially part-time contracting position
 - Can be distributed amongst committee members

IV.CPRD Current Projects & Trail Plans (Casey Creighton)

1. Casey isn't present – maybe listserv issue – move to April Agenda

V.ByLaws Conversation [View Draft ByLaws](#)

1. Open for conversation/discussion

- Participation – excused due to life – but not in communication – what is reasonable for attendance?
- Public Input – limits needed?
 - Guidelines?
 - Someone from the engagement committee talk to them to screen?
 - Different opinions about openness of the public
 - Public Meeting Law? We don't fall under those laws
 - No minimum number of meetings
 - Bart Rierson – no minimum – but special meetings can be noticed
 - Minimum number of members in the group? 7? Original recommendation was to limit to 7 or maybe minimum?
 - Three or five?
 - At what point do we open the number again
 - 2 people at each subcommittee
 - 6?
 - Mechanism to open admission?
 - Request to the Board – to increase membership and the Board would determine
 - Rules determined by the board of who can be on the committee – not sure about input
 - Potential Addition – process for discussion

- What are we needing to actually decide on?
- Something that is a substantive decision comes in a written format to make a decision in advance?
- If it is serious – information in advance to make decision?
 - Voice needs to pause to gather information
- Look at basic mechanisms
- Move to include a section in bylaws to make decision making orderly, efficient and effective
 - Seconded and approved
 - Mr. Dolphin will work on that revision to the bylaws
- 90 minutes is the max for the goal of the length of the meeting
 - Public comment available to public meeting only prior to a vote – if on the Agenda
- Move to form a sub-group to take a closer look at by-laws and make proposal to main group – seconded and approved
 - Bart – people attending the meeting should request acknowledgement from the Chair prior to speaking

VI.Committee Priorities Discussion - tabled

VII.Conclude Chehalem Heritage Trails Advisory Committee

Which groups have had at least an email exchange?

1. Planning Sub-group – has not connected – prioritize the trails of interest?
2. Engagement – has
3. Funding?

Ended 7:21pm

Chehalem Heritage Trails Advisory Committee

MINUTES

April 12, 2023 | 6:30 - 8:00 p.m.

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

Committee Members:

Michelle Colvin
Quentin Comus (Chair)
Matt Dolphin
Allen Holstein
Kimberly Lanier

Committee Members (Continued):

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

Board Liaisons:

Bart Rierson
Jim McMaster

CPRD Staff:

Casey Creighton
Kat Ricker
Bryan Stewart

Others:

Tiffani Willis – works with Ken Friday at the County
Brian Bowman
Richard Cornwell

- I. Call to Order
- II. Attendance Roll Call
- III. Approval of March Minutes
 - o See Appendix A – moved, seconded and approved
- IV. Public Comment Period

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.

NONE

- V. Newberg-Dundee Bypass Trail Update (Casey)
 - o Contractor for phase one – will be selected from 3 shortly – Beginning of May, 2023
 1. Problems and cost issues on the trail – construction cost increase of 21% within 8 months
 - a) ODOT grant – Contract will need to be amended due to the problems of price increases and Phase II issues coming up in August, 2023 – the area off of Industrial for staging will be used for a borrow pit for ramps on the bypass and reconfiguring – in a waiting phase

- b) City of Newberg & Mill Property owners - 1.5 million regarding the cost of the railroad crossing – tram/industrial use - is currently a double track – lots of reconfiguration talk. 11th to River Street is the current plan for the path.
- c) Phase II has been applied for – but all is on pause and we will have more information next month when a contractor is on board and selected. Project is at 60% and we're still moving forward.
- d) Matt Dolphin – any upcoming needs for advocacy
 - (1) Not at this time – we're waiting – stay tuned
 - (2) Funding of phase 2 – more money will be needed – Chehalem Creek potentially 900'
 - (3) Newberg-Dundee Bypass Trail is entirely within ODOTs jurisdiction

Rilee Park RFP/RFQ went out due on the 19th of this month and should be released in May for the Master Plan for the Rilee Park – proposals are underway – 3 are planning to submit proposals – recommendations should be ready for CPRD board in May, potentially June.

VI. Yamhill County Zoning and Trails Discussion (Quentin)

- o Letter we wrote was included – planning commission has not released anything around Zoning – we have nothing to add

VII. Trail Work Party Update (Cindy)

- o If anyone wants to take a lead about telling people how to clean the trails
 - 1. Matt would be happy to help – and Brian is happy to help
 - 2. New equipment is available to assist.
 - 3. Matt would like to know the details about what CPRD would like as far as trails for maintenance
 - 4. Equestrians are planning their own work party
- o Cindy – Flyers – QR codes
 - 1. Pictures of Rilee
 - 2. Cindy sent questions to Kat she is waiting for answers
 - 3. Signup Genius – waivers can be done on site
 - 4. If anyone wants to be part of the communications regarding the event – please participate.
 - a) Quentin can also help with graphic design – we should have signup genius and QR Code for distribution by our next meeting

VIII. Board of Directors Meeting Report (Quentin)

- o Small group – report was provided – board appreciates our support
- o Matt Dolphin & Quentin– thank you for your writing of the letter to the commissioners

IX. Adjourn – Trail committee might need to bring up that we need to wait until trails are officially open to use them and the process regarding how people know this information – is on the website – and

potential signs – Open or closed trail signs, along with website notifications? Goal is to make trails walkable year round.

Important Reminders/Notes:

- [April 22, 2023: Celebrate Trails Day by Friends of Yamhelas-Westsider](#)
- [April 28-30, 2023: PCTA Columbia-Cascades Trail Skills College in Cascade Locks, OR](#)
- May 10, 2023: CHTAC Regular Meeting at the CPRD Administrative Office and on Zoom at 6:30 p.m.
- June 3, 2023: National Trails Day Work Party at Bob and Crystal Rilee Park

Authored by Erin Robinson (committee Secretary)

Quentin Comus, Chair
Chehalem Heritage Trails Advisory Committee
Chehalem Park and Recreation District
125 South Elliott Road
Newberg, OR 97132

March 22, 2023

Yamhill County Commissioners
535 Northeast Fifth Street
McMinnville, OR 97128

RE: Land Use Application Appeal for Ewing Young Park Footbridge

Dear Yamhill County Commissioners,

On behalf of the CPRD Chehalem Heritage Trails Advisory Committee, I am writing to advocate for the approval of the Land Use Application submitted by Chehalem Parks and Recreation (CPRD) for the construction of the Ewing Young Park Footbridge. The application has recently been appealed, and we ask that you carefully consider the following points in support of this important project as you evaluate the appeal:

- Improved accessibility and safety: The proposed pedestrian footbridge will provide safe and convenient access to 11 acres of parkland and trails that are currently difficult or dangerous for families to reach due to the presence of Chehalem Creek. This new connection will promote outdoor activities and help foster a greater appreciation for our local natural resources. This includes creating an easy connection to the Newberg-Dundee Bypass Trail, which CPRD also has land use authority and funding to develop.
- No land acquisition required: CPRD already owns the land on both sides of the creek, eliminating the need for any additional land acquisition to complete the project. This ensures more efficient use of existing resources and minimizes potential conflicts with neighboring properties.
- Funding secured: Funding for the bridge construction has been secured through System Development funds, ensuring that the county will not incur any additional costs associated with the project. This demonstrates fiscal responsibility and sound financial planning on the part of CPRD.
- Limited impact on agricultural land: Although the land under and directly surrounding the bridge is zoned for agricultural use, it has not been utilized for farming and is unsuitable for agricultural purposes due to the terrain. The construction of the footbridge will not disrupt any existing agricultural operations or negatively impact the surrounding farmland.

- Preservation of natural habitat: One-half of the bridge falls outside the current Urban Growth Boundary. However, the construction of a small pedestrian bridge within a park should not be considered urban sprawl. In fact, the pedestrian footbridge will help to preserve the natural habitat of the creek, allowing residents to enjoy its beauty while minimizing the environmental impact.
- Support from the City of Newberg: The bridge is partly within Newberg city limits, while the other half falls under the jurisdiction of Yamhill County. The city has already expressed its approval of the project, indicating strong support from one of the key stakeholders. We hope that the county commissioners will also recognize the benefits of this project and support the local community in completing it.

In light of these factors, we respectfully request that the Yamhill County Commissioners approve the Land Use Application Appeal for the Ewing Young Park Footbridge. This approval will enable our citizens to fully enjoy our parks and trails without interference, promote a healthy and active lifestyle, and preserve the natural beauty of the area for future generations.

Thank you for considering our request. We look forward to your positive response and the opportunity to work together in enhancing the quality of life for our community members.

Sincerely,

Quentin Comus, Chair

CPRD Chehalem Heritage Trails Advisory Committee

comusq@oregonstate.edu

(971) 264-4309

Undersigned by the Committee by Unanimous Vote:

Michelle Colvin

Matt Dolphin

Allen Holstein

Kimberly Lanier

Bob Oleson (NV)

Martin Peters

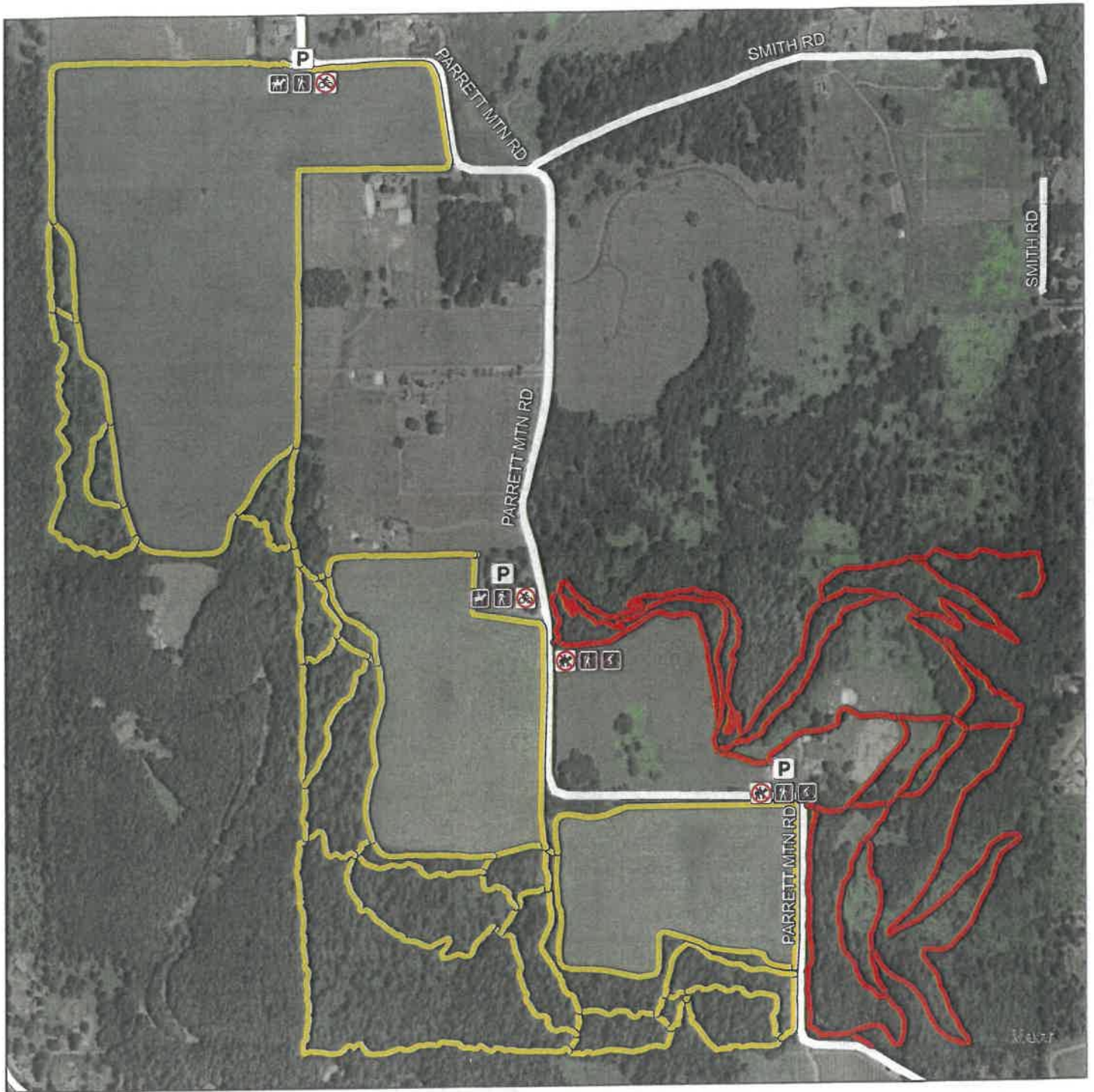
Cindy Riggs

Erin Robinson

Peter Siderius

CC: Newberg Graphic, Yamhill County's News-Register, CPRD Board of Directors

Bob and Crystal Rilee Park Trails



Legend



0 500 1,000 2,000
Feet

- Pedestrian and Bicycle Trail
- Pedestrian and Horse Trail
- Park Boundaries
- Trailhead Parking Lot

A public meeting of the Chehalis Park and Recreation District will be held on May 25, 2023 at 6:00 pm at Administrative Building 125 South Elliott Road Newberg, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2023 as approved by the Chehalis Park and Recreation District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Administrative Building 125 South Elliott Road Newberg, Oregon, between the hours of 9 a.m. and 5 p.m. or online at cprdnewberg.org. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Don Clements

Telephone: 503 537 4165

Email: dclements@cprdnewberg.org

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2021-2022	Adopted Budget This Year 2022-2023	Approved Budget Next Year 2023-2024
Beginning Fund Balance/Net Working Capital	6,685,053	4,151,265	9,924,620
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	4,227,280	4,090,381	4,549,926
Federal, State & all Other Grants, Gifts, Allocations & Donations	23,198	0	0
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	0	0	0
All Other Resources Except Current Year Property Taxes	3,257,824	802,500	825,300
Current Year Property Taxes Estimated to be Received	4,959,866	4,942,382	5,056,750
Total Resources	19,153,221	13,986,528	20,356,596

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	2,911,306	5,192,559	5,074,100
Materials and Services	2,844,267	3,539,184	3,861,495
Capital Outlay	894,830	3,009,481	7,758,297
Debt Service	2,277,497	2,145,304	2,162,704
Interfund Transfers	0	0	0
Contingencies	0	100,000	1,500,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	0	0	0
Total Requirements	8,927,900	13,986,528	20,356,596

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program			
ADMINISTRATION	670,624	1,104,545	1,163,271
FTE	10.69	9.70	11.43
PARKS	2,405,007	3,418,662	3,430,976
FTE	25.10	26.23	23.08
RECREATION	2,691,970	4,207,536	4,341,340
FTE	45.52	48.05	49.85
Not Allocated to Organizational Unit or Program	3,160,299	5,254,785	11,421,009
FTE	0	0	0
Total Requirements	8,927,900	13,985,528	20,356,596
Total FTE	81.31	83.98	84.36

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2021-2022	Rate or Amount Imposed This Year 2022-2023	Rate or Amount Approved Next Year 2023-2024
Permanent Rate Levy (rate limit .9076 per \$1,000)	.9076	.9076	.9076
Local Option Levy	0	0	0
Levy For General Obligation Bonds	\$1,335,974	\$1,352,178	\$1,371,725

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1 2022	Estimated Debt Authorized, But Not Incurred on July 1, 2023
General Obligation Bonds	\$15,880,000	\$0
Other Bonds	\$6,190,000	\$0
Other Borrowings	\$0	\$0
Total	\$22,070,000	\$0

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. * You may delete blank lines.

Parks Activity Report, March/April 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 have received confirmation the Final application has been submitted to the NPS.

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. AKS has proposed 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. County has not signed the easement with Paige Knudsen and have asked John Bridges to contact the County attorney regarding this easement. Yamhill County has asked for a copy of the engineering and and cost. So far, Chehalem Park & Recreation District has contributed \$38,410.00 towards engineering and Fish Passage requirements (ODF&W). AKS has given us an estimate of \$ 203,015.00 for the Fish passage culvert based on discussions with ODF&W. CPRD is willing to pay for 1/3 of the cost of the estimated replacement or \$80,475, we would ask the County to contribute an estimated \$160,950 as a starting point. 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. I would say it is 100% complete but not operational. Recently we discovered an isolation Valve leak in the hydronic 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. Waiting for weather as we may have to partially drain the hydronic loop. We will have the system operate for a period of time before Commissioning can be completed.

Bob & Crystal Rilee Park Master Plan

RFP for Professional Design Services for a Master Plan was issued for the Bob & Crystal Rilee Park on April 6, 2023 with responses due April 19, 2023 At that time an evaluation committee of Chehalem Park and Recreation District employees, other professionals and citizens will evaluate the RFP proposals submitted for the Bob & Crystal Rilee Park and bring to CPRD BOD recommendation of a firm to approve for the Bob & Crystal Rilee Park Master Plan.

Cultural Center

Variance for Parking has been submitted. During the Camellia Fest the City Planning department is conducting a parking study, this may help with the variance requested. 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

I released an RFP on March 22 for the NDBT CM/GC for construction of the trail. Deadline for proposals was April 13th 2023. We received 3 proposals back from Colf Construction, Emery & Sons and Prospect Construction. Currently under review.

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 New Year. As to date no word from 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 March BOD meeting. We are currently awaiting a response from the School District on changes to the Agreement we proposed as a result of our last Board meeting. 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

The Land use application for the Ewing Young Bridge was approved by the City of Newberg, but was denied by the Yamhill County Planning Director. We appealed to the County as Parks are an allowed use within the AF-10 zoning. The Hearing with the County Commissioners was April 13, 10 AM at the Yamhill County Courthouse. Jon Champlin NV5, presented our Appeal with John Bridges, to the County Commissioners. The Commissioners upheld the County Planners decision to deny the Land use for the Ewing Bridge project stating that "they agree with the planning Director that "it is a transportation facility and therefore not allowed on AF-10 Land" see our attached notes from the hearing. We have been in contact with the Hidden Meadows HOA who were in attendance and gave testimony stating their concerns during the Appeal. I would ask the Board to decide how to proceed, 3 Options:

1) Appeal to LUBA – 5-6 Months, 2) Start the annexation process with the City of Newberg – Could take 3-23 years, 3) Wait for Yamhill County to amend their zoning Codes to align with Oregon Land use as suggested to the County by LUBA in 2018.

Friends Park

After a pre-app meeting with the City of Newberg and calculating his cost of the land conversion with CPRD, Pat Darby received an offer from a neighbor for his 5 acres of property adjacent to Friends Park. He has accepted the offer.

Parks Summary

Month of: March/April 2023

Park Name	Hours worked	March 12 - April 15
Armory	48.00	
Billick/Dundee	24.00	
CAFC	120.00	
Cultural Center	98.00	
Chehalem Valley M.S	0.00	
College	10.00	
Community Center	26.00	
Crabtree	30.00	
Crater Ballfields	96.00	
Dundee River Park	0.00	
Elliott Road	89.00	
Ewing Young	22.00	
Falcon Crest Park	16.00	
Fortune Park	8.00	
Friends Park	26.00	
Tom Gail Park	24.00	
Gladys Park	20.00	
Chehalem Glenn G.C.	849.00	
Herbert Hoover Park	12.00	
Jaquith Park	30.00	
Jaquith Ball Fields	82.00	
Memorial/Scout House	16.00	
Mountainview	0.00	
Oak Knoll Park	16.00	
Oaks Park	14.00	
Brillas Park	10.00	
Pre-School	16.00	
Pride Gas	3.00	
Renne Fields	0.00	
Rilee Park	72.00	
Rotary Park	32.00	
Sander Park	4.00	
Schaad Park	6.00	
Scott Leavitt Park	6.00	
Senior Center	44.00	
Spring Meadow	10.00	
Waste Mngt	3.00	
vacation/holiday/sick/comp	40.00	
Wilsonville Property	96.00	
Youth Building	2.00	
Other Properties (PCC)	32.00	
<u>Total</u>	2052.00	

Activity Financial Report Mar 2023				\$92,952.16 Fringe benefits			
				\$943,489.46 Total expenditures with fringe benefits			
REVENUE		Department - Aquatics 451					
	Mar '22	Mar '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		\$124.00	\$212.00	\$984.00	\$328.00	\$1,651.00	\$1,738.00
451.006 Group Fitness (Studio)	\$98.50	\$328.00	\$187.50	\$1,591.50	\$302.00	\$1,800.00	\$970.00
451.007/291 Water Exercise	\$126.00	\$8.50	\$882.00	\$784.50	\$1,186.00	\$2,252.00	\$4,200.00
451.008 Weight Training		\$242.00	\$2,386.00	\$6,967.00	\$4,106.00	\$8,199.00	\$13,004.00
451.011 Private Swim Lessons	\$17.00	\$3,362.00	\$5,403.80	\$32,071.91	\$10,206.30	\$41,710.50	\$51,188.00
451.012 Optum Fitness Advantage*	\$420.00	\$2,228.00	\$4,316.00	\$15,864.00	\$4,316.00	\$15,004.00	\$16,975.00
451.013 Water Safety	\$675.00	\$1,163.00	\$3,285.00	\$4,281.00	\$7,489.65	\$4,150.00	\$6,225.00
451.014 SilverSneakers - Tivty*		\$398.00	\$1,512.28	\$2,718.00	\$2,070.28	\$3,186.00	\$4,500.00
451.015 Silver&Fit - ASH*	\$3,711.00	\$7,194.90	\$18,052.50	\$45,965.80	\$26,428.12	\$45,989.70	\$65,888.00
451.016 Water Polo	\$1,469.50		\$4,740.00	\$22,125.00	\$5,290.00	\$8,807.50	\$18,650.00
451.017 GFU		\$11,754.00	\$14,608.00	\$20,793.00	\$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		\$4,165.50	\$51,009.49	\$39,895.50	\$55,774.74	\$34,827.25	\$19,042.00
451.024 Classroom Rental		\$1,566.25	\$150.00	\$12,554.50	\$150.00	\$11,576.25	\$8,995.00
451.025 Sauna/Spa		\$260.00		\$1,913.00		\$1,562.50	\$5,490.00
451.026 Special Events							
451.027 Repasses							
451.061 Vending				\$1,447.43	\$339.55	\$637.85	
451.200 Aquatics Misc		\$49.00		\$159.63	\$480.00	\$11.22	
451.280 Sales	\$98.50	\$724.17	\$1,492.49	\$4,712.67	\$2,475.49	\$6,478.19	\$6,500.00
451.281 CST/CVA	\$126.00		\$20,132.25	\$30,433.47	\$26,678.21	\$36,573.02	\$21,500.00
451.282 Swim Lessons		\$20,905.15	\$23,879.50	\$98,076.15	\$56,283.50	\$170,250.25	\$145,071.00
451.283 Lap Swim	\$17.00	\$670.00	\$21,458.50	\$5,914.50	\$24,526.00	\$11,174.50	\$15,513.00
451.284 Public Swim	\$420.00	\$13,227.00	\$20,024.50	\$74,429.50	\$33,598.50	\$97,852.00	\$128,875.00
451.285 Equipment Rental	\$675.00						
451.286 Membership Sales		\$56,833.50	\$79,258.40	\$435,931.76	\$137,726.88	\$410,376.14	\$342,380.00
451.287 Weight Room	\$3,711.00	\$2,119.50	\$6,030.59	\$16,781.00	\$9,818.09	\$20,974.00	\$20,152.00
451.289 Punch Cards - General	\$1,469.50	\$3,545.50	\$12,240.00	\$33,739.50	\$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	\$1,165.00		\$1,165.00	\$457.50		\$625.00	\$4,750.00
451.297 Facility Rental			\$1,518.50			\$150.00	\$1,540.00
451.293/425 Basketball Court	\$96.50	\$2,815.00	\$26.00	\$20,166.50	\$1,694.00	\$15,001.50	\$15,795.00
451.285/426 Pickleball Court		\$43.50		\$528.00	\$26.00	\$198.00	\$350.00
451.021/427 Volleyball Court							\$50.00
451.428 SkyTrack							
451.429 Fencing		\$1,695.00	\$120.00	\$7,905.00	\$240.00	\$4,227.76	\$2,500.00
451.666 CC Fees							
TOTAL AQUATIC REVENUE	\$14,295.50	\$135,421.47	\$293,850.30	\$959,181.32	\$455,590.98	\$1,054,191.18	\$1,009,255.00

Activity Financial Report - Mar 2023		Department - Aquatics 451						
EXPENDITURES		Mar '22	Mar '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: Personnel Services								
Personnel Services								
Aquatic Supervisor	\$1,669.79	\$1,888.91	\$14,619.91	\$16,890.59	\$18,087.06	\$19,629.26	\$22,667.00	
Aquatic Coordinator	\$4,068.58	\$4,870.66	\$35,348.58	\$52,425.08	\$47,887.68	\$47,554.32	\$61,367.00	
Aquatics Specialist	\$3,347.24	\$4,007.46	\$29,069.68	\$37,135.35	\$38,978.32	\$39,111.40	\$48,083.00	
Guards	\$10,270.69	\$16,914.50	\$126,165.30	\$179,427.77	\$96,234.31	\$161,174.16	\$251,160.00	
Instructors	\$3,923.31	\$4,449.19	\$43,457.06	\$53,397.72	\$22,257.76	\$54,878.44	\$101,674.00	
Group Fitness Instructors	\$1,122.90	\$1,570.23	\$7,582.72	\$15,133.77	\$8,135.43	\$11,472.88	\$18,756.00	
Personal Trainer	\$182.98	\$262.45	\$2,715.91	\$2,370.12	\$1,541.17	\$3,186.43	\$3,848.00	
FC Monitor	\$1,738.89	\$2,989.07	\$11,275.66	\$36,368.38	\$29,656.44	\$17,355.67	\$25,116.00	
Lead Guard	\$457.80	\$958.08	\$5,338.50	\$7,831.78	\$4,835.35	\$6,791.76	\$42,331.00	
Child Minder							\$25,116.00	
Total Personnel Services	\$26,782.18	\$37,910.55	\$275,573.32	\$400,980.56	\$267,613.52	\$361,154.32	\$600,118.00	
							\$180,332.00	
							\$780,450.00	
Materials & Services:								
Office Supplies	\$95.49	\$639.24	\$2,604.17	\$4,797.43	\$4,220.66	\$4,582.86	\$5,510.00	
Postage Supplies	\$18.29	\$25.84	\$181.65	\$209.76	\$131.97	\$207.37	\$450.00	
Program Supplies	\$1,132.89	\$1,421.90	\$14,379.80	\$13,557.58	\$16,357.60	\$15,822.67	\$18,915.00	
Small Tools					\$75.86			
Chemical & Agricultural Supplies	\$4,896.51	\$3,891.20	\$29,991.54	\$33,234.43	\$33,708.33	\$47,620.19	\$30,800.00	
Store Supplies		\$126.17	\$3,670.79	\$5,465.60	\$2,403.54	\$4,250.99	\$7,500.00	
Gas & Oil Supplies		\$702.08		\$702.08				
Classifieds							\$625.00	
Brochure							\$1,450.00	
Flyers	\$56.05	\$13.67	\$830.85	\$408.21	\$676.61	\$999.00	\$4,850.00	
Professional Dues	\$369.39	\$375.62	\$2,937.02	\$5,300.74	\$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	\$28.98		\$192.85	\$53.11	\$1,396.79	\$212.22	\$1,000.00	
Utilities:								
Electricity	\$12,993.32	\$17,282.93	\$132,691.90	\$169,406.15	\$224,768.44	\$179,471.27	\$207,833.00	
Natural Gas	\$6,939.68	\$8,353.03	\$48,010.20	\$40,825.20	\$47,457.38	\$75,975.86	\$69,764.00	
Water/Sewer	\$926.87	\$6,011.73	\$7,161.76	\$50,275.00	\$46,854.56	\$10,869.24	\$29,825.00	
Telephone	\$646.43		\$6,056.71	\$2,907.48	\$4,376.92	\$7,240.98	\$8,700.00	
Fees (activenet/bank/cc)	\$6,530.96	\$9,259.96	\$49,791.30	\$65,330.41	\$31,981.15	\$65,931.60	\$62,625.00	
Internet & Communication	\$225.00	\$132.99	\$642.21	\$1,512.92	\$1,384.20	\$642.21	\$1,067.00	
Data Storage & Backup							\$45.00	
Video & Online Photography	\$38.16		\$171.72	\$228.96	\$267.12	\$190.80	\$210.00	
Online Advertising			\$32.92			\$32.92	\$262.00	
Ground Maint/Repairs								
Program Contracts 451,380,003	\$126.99	\$3,220.98	\$6,358.36	\$10,782.94	\$403.45	\$7,915.21	\$22,000.00	
Insurance Services			\$42,225.66	\$44,109.74	\$37,674.92	\$42,225.66	\$46,449.00	
Refunds	\$143.00		\$69.75	\$449.00	\$1,089.00	\$1,069.75	\$450.00	
Total Materials & Services	\$35,025.01	\$51,573.00	\$348,329.16	\$449,556.74	\$459,653.90	\$469,330.81	\$527,470.00	
TOTAL AQUATIC EXPENDITURES	\$61,807.19	\$89,483.55	\$623,902.48	\$850,537.30	\$727,267.42	\$830,485.13	\$1,307,920.00	

March 2023

Aquatic & Fitness Center

- Facility remained open 7 days a week.

Fitness Center

- Regular Spring drop-in schedule continued for the sports courts and weight room.
- Weight room was moved around to accommodate the new squat rack and patrons love the new layout with the extra space to work.

Aquatic Center

- March schedule kept us busy with new classes, public swims and swim lessons all month long.
- Spring break brought us our biggest public swim since COVID, 218 people in the water.
- The George Sampson memorial dedication took place at the pool on March 23rd. There is a plaque in the main hallway now remembering him.
- March 28th, we had a code red at the pool. A 17 year old male had a seizure in the deep tank and sunk to the bottom. Lifeguards responded and had him up within 30-45 seconds and out on deck. EMS was called and took him to the hospital. We received a call from his father later that day thanking us for a job well done and for saving his son who was being held overnight for observation, but is doing okay.

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 to our knowledge is still being worked on. It's an ongoing issue. No updates.
- Rewrote the scope of work for our janitorial crew who cleans our facility each night. We will be taking on a few more things to make sure they are getting done properly.
- Two mobile pressure washers were purchased for use at the pool. Our on deck pressure wash systems on both sides are not working.
- The Maintenance person that was hired for the pool quit and has not been replaced. As of March 18th Richard is back at the pool doing the CPO portion of the job. Josh is now responsible for all pool maintenance.

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.

Program Development & Registration

- New fencing classes started in March with 8 adults in the Adult class and 7 youth in the youth class.
- Spring swim lessons are full to capacity and our private lesson waiting list keeps growing. Spring break lessons were full and we saw many kids go through our program.
- Spring Break Lifeguard class had 5 participants in it. Four are coming to work for us and one possibly in the summer.
- Management figured out all of our summer programs and classes (Jr. Lifeguard, Jr. WSI, Lifeguard, babysitter etc). They are on the website and ready for patrons to sign up for in advance.
- Department 451 took over the Community First Aid/CPR/AED class from the recreation department. We have figured out dates for the classes all the way through January 2024. There is a flyer at the front desk for people to pick up with all the dates.
- St. Paul School second graders joined us for swim lessons during the month of March.
- We hosted three NO school public swims here during the month of March.

- We hosted a WSI certification class here in the month of March. One staff member and three public members were in the class.

Clubs/Teams

- Chehalem Swim Team's practices continued all month of March.
 - CST held a home meet on March 11th & 12th. It was a successful event.
- NWPC practices are in full swing preparing for their season. They hold scrimmages every Friday night.

Aquatic & Fitness Center Staff

- Lifeguards are still tentative with their schedules and we have 14 graduating seniors this year. Management scheduled another lifeguard class at the end of June to help replace staff we will be losing.
- We held a staff recert on March 17th to recertify 4 of our lifeguards.
- Sent out our staff summer intent form to see who will be with us for summer and who we will be losing after summer.

Rentals & Special Events

- Wings and Waves staff rented our facility to do a staff recertification in March. This is the third spring they have done this with us.
- Private Leisure Pool Parties (We are one of the few pools who are offering this and they are VERY popular!) We book out one month in advance and the first week of the month is very hectic with people calling to make reservations.
 - We had thirteen weekend/Friday night pool rentals in March, including several classroom rentals.

Management Projects

- Manager has monitored patron check-ins all month of March to make sure that expired memberships are being caught and taken care of.
- Management created a Membership information brochure that we now hand out to every new member and for those who are asking for information about our facility. (Example attached)
- 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 March due to staff illness and last minute schedule changes for staff.

Financial Reports

- Detailed March financial reports are attached.

EXPENDITURES Yr to Date '22/23	REVENUE Yr to Date '22/23
\$850,537.30 Raw value	
\$92,952.16 Fringe benefits	
\$943,489.46 Total expenditures with fringe benefits	\$959,181.32 Projected Revenue 22-23 = \$1,009,255.00
Difference between Expenditures & Revenue	\$15,691.86

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



Adult Sports

April 2023 Activity Report, Department 452

Department 452 Participation Tracking		March 2023
Activity	Participants	Participant Hours
Total	00	00
Department 452 Financial Tracking		March 2023
Supervisory Staff Expense	1300	
Administrative Staff Expense	490	
Part Time Staff Expense	00	
Material Expense	755	
Total Expense	2545	
Program Revenue	4820	
Net	2275.00	
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 April 3rd.

Registration closed in March with a total of nine teams enrolled.



Youth Sports

April 2023 Activity Report, Department 453

Department 453 Participation Tracking	March 2023	
Activity	Participants	Participant Hours
Youth Lacrosse	70	450
Totals		

Department 453 Financial Tracking	March 2023	
Supervisory Staff Expense	11900	
Administrative Staff Expense	3000	
Part Time Staff Expense	245	
Program/Materials Expense	10055	
Total Expense	25200	
Program Revenue	26710	
Net	1510.00	
Cost Per Participant	21.57	
Cost Per Participant Hour	3.35	

Department 453 – Youth Sports

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

The Lacrosse teams started practice in March. We have of five teams participating.

The spring soccer program has 520 participants enrolled. The CPRD track & field club has 105 participants enrolled.

Soccer and track practices begin the first week of April.

March 2023 Board Report

454-Recreation

456-Senior Center

457-Community School

454 Recreation	March 2023	Year to Date
Supervisory Staff Expense	\$755.56	\$6,770.14
Recreation Coordinator	\$2,556.96	\$22,801.95
Part Time Staff Expense	\$3,100.77	\$26,683.09
Fringe	\$2,469.72	\$21,331.47
program Expense	\$3,316.15	\$37,296.25
Utilities/Insurance Expense	\$0	\$4,482.64
Total Expense	\$12,199.16	\$119,365.54
Program Revenue	\$19,029.00	\$122,458.88
Rental Revenue	0	0
Net	\$-6,829.84	\$-3,093.34

456 Senior Center	March 2023	Year to Date
Supervisory Staff Expense	\$377.78	\$3,211.13
Recreation Coordinator	\$1,022.78	\$8,867.57
Senior Center Specialist	\$3,139.18	\$28,292.09
Part Time Staff Expense	\$208.38	\$208.38
Fringe	\$3,835.16	\$30,607.48
program Expense	\$166.10	\$5,676.31
Utilities/Insurance Expense	\$3,427.42	\$75,960.94
Total Expense	\$12,052.83	\$153,319.99
Program Revenue	\$4,475.51	\$27,546.41
Rental Revenue	\$4,370	\$63,464.91
Total Revenue	\$8,845.51	\$91,011.51
Net	\$3,207.32	\$62,308.48

457 Community School	March 2023	Year to Date
Special Services Supervisor	\$906.68	\$8,158.99
Recreation Coordinator	\$511.38	\$4,346.72
Part Time Staff Expense	\$282.71	\$1,018.69
Fringe	\$814.34	\$6,786.26
Program Expense	\$3,556.35	\$16,229.86
Utilities/Insurance Expense	\$0	\$2,359.26
Total Expense	\$5,135.45	\$40,096.87
Program Revenue	\$150.00	\$29,365.95
Net	\$4,985.45	\$10,730.92

Fall/Winter Gymnastics is doing well.

70 Registered in November.

40 Registered in December.

82 Registered in January

106 Registered in February

110 Registered in March

91 registered in April

ESports with ESOGA and GFU.

CPRD partnered with GFU to produce Esports camps locally. Which is an exercise in competitive videogame play. GFU connected us with the ESOGA in order to offer similar activities during the school year. Our Esport's Spring Break Camp was a significant success. That camp lasted for 8hrs a day Mon-Friday. I am glad to say we had 10 students participate in this camp. Which is really encouraging considering that the camp fee was \$295 per child. Which is still a great value at \$7.38 per activity hour and included lunches as well as access to GFU's gaming arena and gaming computers. This group of kids even got to spend some time in virtual reality on an Oculus Quest Head Set. Bunches of fun was had!!!

On March 4th the Chehalem Armory had a significant plumbing problem resulting in the drains at the armory backing up and flooding with liquid waste water. Including restrooms, custodial closet, and Gymnastics Storage. Unfortunately this problem presented itself during a large facility rental and impacted our scheduled birthday parties on March 5th. Additionally is resulted in about \$2,000 worth of gymnastics mats that are no longer useable. All parties involved have been very responsive to the issue. A significant repair is in the works. Basic Service is collecting bids for the long term solution.

The Armory Facility also got a little good news. March 27th to the 30th, old carpeting was removed from the armory classroom floors. This included asbestos abatement. Extra care was taken on this project since we had spring break camps scheduled in that building. But camps went well and the floor is looking good.

Our next wave of community school classes begins in April 2023.

Respectfully submitted by:
Matthew Compton
Recreation Coordinator

March 2023 Activity Report

455 Care	March 2023	Fiscal Year To Date
Supervisory Staff	755.56	6,770.14
Recreation Coordinator	1,022.78	9,227.53
Care Director	3,634.36	32,446.86
Care Technician	0.00	0.00
Part Time Staff Expense	22,573.53	277,979.38
Fringe	6,765.94	60,287.24
program Expense	5,444.33	58,441.57
Utilities Expense	0.00	0.00
Total Expense	40,198.32	395,152.72
Program Revenue	58,252.44	438,071.99
Rental Revenue	0.00	0.00
Net	-18,054.12	-42,919.27

For the month of March, we had two different all daycare sessions. Joann Austin agreed to house us for both sessions. The first session was for 2 days and it fell on St. Patrick's Day. The staff had a lot of fun running "GREEN" activities. The second one was Spring Break. We all, staff and children had a great time. We started the week off swimming at open swim at the pool. There was spring craft projects and making a bird feeder. The highlight of the week was our trip to OMSI and going to the Super Hero exhibit.

Dundee Elementary has agreed to house us for summertime childcare. I had a meeting with Mr. Wright, the principal, and we worked out the details of what our needs were.

We are seeing an increase in enrolment this spring.

The Pre-K childcare in the month of March, worked on their letters with green themed activities for St. Patrick's Day.

The Bonnie Benedict preschool are working on their ABC and community helpers that live in our neighborhood.

474 Pre School	March 2023	Fiscal Year To Date
Supervisory Staff	0.00	0.00
Admin Staff Expense	0.00	0.00
Pre School Instructor	3,634.36	32,446.86
Fringe	1,540.23	13,407.21
program Expense	26.02	1,404.96
Utilities Expense	650.78	4,626.08
Total Expense	\$5,862.17	55,599.61
Program Revenue	2,601.98	20,952.49
Rental Revenue	0.00	0.00
Net	\$3,260.19	34,647.12

		March																	
	Dry Days	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	23 v 22	% Diff		
Starts by Category	14	6	8	18	11	17	9	5	19	18	18	17	16	12					
Resident	655	374	351	554	366	454	416	305	481	540	746	234	605	539	-66	-10.9%			
Non Resident	1001	677	686	1598	504	884	580	426	826	680	517	816	612	331	-281	-45.9%			
Group	46	0	0	0	0	60	140	0	19	18	0	0	140	0	-140	-100.0%			
League	32	40	16	41	34	51	20	15	16	6	11	0	0	0	0	0.0%			
Complimentry	383	447	456	444	328	301	468	441	329	313	339	523	543	426	-117	-21.5%			
Misc/Promotional	584	736	228	246	753	922	695	474	517	1121	1122	1692	883	726	-157	-17.8%			
Total Starts	2701	2274	1737	2883	1985	2672	2319	1661	2188	2678	2735	3265	2783	2022	-761	-27.3%			
Revenue																			
Green Fees	63298	59541	52379	74374	54989	52887	33543	29062	47348	47012	36608	\$ 49,789	\$ 43,380	\$ 31,569	\$ (11,811)	-27.2%			
Driving Range	6592	6464	6147	11304	8000	8723	6962	4702	8001	8543	5225	\$ 10,485	\$ 10,505	\$ 8,330	\$ (2,175)	-20.7%			
Rentals	14448	10549	8860	17881	12577	13343	13811	8270	13963	13646	9448	\$ 15,721	\$ 15,418	\$ 10,719	\$ (4,699)	-30.5%			
Golf Shop	6047	4389	3773	6983	3818	4254	3791	3013	4741	5644	4405	\$ 7,098	\$ 5,216	\$ 7,690	\$ 2,474	47.4%			
Snack Bar	11542	7306	5477	9906	6799	11902	7850	3788	8130	10308	8163	\$ 8,536	\$ 9,375	\$ 7,285	\$ (2,090)	-22.3%			
Instruction	1769.5	0	0	325	600	55	205	75	105	105	315	\$ 565	\$ 360	\$ 450	\$ 90	25.0%			
Miscellaneous	8744.5	16647	4861	-591	-3962	595	1484	18323	2641	2502	1283	\$ 2,818	\$ 5,132	\$ 3,167	\$ (1,965)	-38.3%			
Total Revenue	112441	104896	81497	120182	82821	91759	67646	67233	84929	87760	65447	\$ 95,012	\$ 89,386	\$ 69,210	\$ (20,176)	-22.6%			
\$ per Start																			
Green Fees \$ per Start	\$ 23.44	\$ 26.18	\$ 30.15	\$ 25.80	\$ 27.70	\$ 19.79	\$ 14.46	\$ 17.50	\$ 21.64	\$ 17.55	\$ 13.39	\$ 15.25	\$ 15.59	\$ 15.61	\$ 0.03	0.2%			
Driving Range \$ per Start	\$ 2.44	\$ 2.84	\$ 3.54	\$ 3.92	\$ 4.03	\$ 3.26	\$ 3.00	\$ 2.83	\$ 3.66	\$ 3.19	\$ 1.91	\$ 3.21	\$ 3.77	\$ 4.12	\$ 0.34	9.1%			
Rentals \$ per Start	\$ 5.35	\$ 4.64	\$ 5.10	\$ 6.20	\$ 6.34	\$ 4.99	\$ 5.96	\$ 4.98	\$ 6.38	\$ 5.10	\$ 3.45	\$ 4.82	\$ 5.54	\$ 5.30	\$ (0.24)	-4.3%			
Golf Revenue \$ per Start	\$ 31.22	\$ 33.66	\$ 38.79	\$ 35.92	\$ 38.07	\$ 28.05	\$ 23.42	\$ 25.31	\$ 31.68	\$ 25.84	\$ 18.75	\$ 23.28	\$ 24.90	\$ 25.03	\$ 0.13	0.5%			
Golf Shop \$ per Start	\$ 2.24	\$ 1.93	\$ 2.17	\$ 2.42	\$ 1.92	\$ 1.59	\$ 1.63	\$ 1.81	\$ 2.17	\$ 2.11	\$ 1.61	\$ 2.17	\$ 1.87	\$ 3.80	\$ 1.93	102.9%			
Snack Bar \$ per Start	\$ 4.27	\$ 3.21	\$ 3.15	\$ 3.44	\$ 3.43	\$ 4.45	\$ 3.39	\$ 2.28	\$ 3.72	\$ 3.85	\$ 2.98	\$ 2.61	\$ 3.37	\$ 3.60	\$ 0.23	7.0%			
Concession Revenue	\$ 6.51	\$ 5.14	\$ 5.33	\$ 5.86	\$ 5.35	\$ 6.05	\$ 5.02	\$ 4.09	\$ 5.88	\$ 5.96	\$ 4.60	\$ 4.79	\$ 5.24	\$ 7.41	\$ 2.16	41.3%			
Total Revenue \$ per Start	\$ 41.63	\$ 46.13	\$ 46.92	\$ 41.69	\$ 41.72	\$ 34.34	\$ 29.17	\$ 40.48	\$ 38.82	\$ 32.77	\$ 23.93	\$ 28.06	\$ 30.15	\$ 32.44	\$ 2.29	7.6%			

March was very wet and cold.

YTD through March

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY23 v FY22	% Diff
Starts by Category															
Dry Days	6030	12063	12069	12075	12081	12087	12093								
Resident	4425	3443	3881	4362	3677	4708	4529	5449	5670	6839	5697	6677	7267	590	8.8%
Non Resident	14555	10382	13126	10814	9690	9879	8346	9125	5583	5308	6754	7036	5532	-1504	-21.4%
Group	2637	3027	2331	1656	2029	1791	1746	1049	1535	1273	342	1593	1620	27	1.7%
League	611	418	426	403	413	402	305	305	104	86	0	0	0	0	0.0%
Complimentry	1909	1998	2004	2057	1709	1997	1499	1535	1441	1565	5411	4368	3714	-654	-15.0%
Misc/Promotional	4313	6450	3816	3014	7171	5936	4565	5154	9538	8766	13652	8919	9786	867	9.7%
Total Starts	28450	24137	19268	21768	19292	17518	20992	23374	24494	24481	31856	28593	27919	-674	-2.4%
Revenue															
Green Fees	\$ 612,347.00	\$ 568,222.00	\$ 574,883.00	\$ 464,776.00	\$ 525,093.00	\$ 500,569.73	\$ 459,560.00	\$ 478,125.00	\$ 506,220.00	\$ 473,952.00	\$ 592,768.00	\$ 551,673.00	\$ 616,574.00	\$ 64,901.00	11.8%
Driving Range	\$ 59,273.00	\$ 49,447.00	\$ 55,458.00	\$ 45,734.00	\$ 44,730.00	\$ 45,686.00	\$ 38,281.00	\$ 43,685.00	\$ 51,267.00	\$ 44,229.00	\$ 77,348.00	\$ 73,973.00	\$ 73,544.00	\$ (429.00)	-0.6%
Rentals	\$ 191,748.00	\$ 162,646.00	\$ 165,755.00	\$ 133,485.00	\$ 138,452.00	\$ 158,929.03	\$ 144,022.41	\$ 153,479.00	\$ 130,143.00	\$ 117,241.00	\$ 207,249.00	\$ 207,262.00	\$ 201,737.00	\$ (5,525.00)	-2.7%
Golf Shop	\$ 61,217.00	\$ 56,683.00	\$ 61,112.00	\$ 51,562.00	\$ 57,359.00	\$ 42,364.82	\$ 37,405.00	\$ 44,435.00	\$ 53,257.00	\$ 49,903.00	\$ 69,401.00	\$ 61,402.00	\$ 72,155.00	\$ 10,753.00	17.5%
Snack Bar	\$ 140,971.00	\$ 142,491.00	\$ 114,329.00	\$ 88,797.00	\$ 100,799.00	\$ 115,050.60	\$ 92,449.00	\$ 104,523.00	\$ 109,922.00	\$ 102,636.00	\$ 107,220.00	\$ 116,091.00	\$ 125,928.00	\$ 9,837.00	8.5%
Instruction	\$ 13,065.00	\$ 11,672.00	\$ 13,409.00	\$ 12,923.00	\$ 3,778.00	\$ 2,119.00	\$ 1,310.00	\$ 3,970.00	\$ 6,488.00	\$ 4,114.00	\$ 10,065.00	\$ 13,793.00	\$ 7,480.00	\$ (6,313.00)	-45.8%
Miscellaneous	\$ 45,761.00	\$ 39,538.00	\$ 35,509.00	\$ (3,324.00)	\$ 10,816.00	\$ (10,595.94)	\$ 10,532.59	\$ 15,126.00	\$ 14,296.00	\$ 13,304.00	\$ 100,747.00	\$ 100,680.00	\$ 49,815.00	\$ (50,865.00)	-50.5%
Total Revenue	\$ 1,124,382.00	\$ 1,030,699.00	\$ 1,020,455.00	\$ 793,953.00	\$ 881,027.00	\$ 854,123.24	\$ 783,560.00	\$ 843,343.00	\$ 871,593.00	\$ 805,379.00	\$ 1,164,798.00	\$ 1,124,874.00	\$ 1,147,233.00	\$ 22,359.00	2.0%
\$ per Start															
Green Fees \$ per Start	\$ 21.52	\$ 23.54	\$ 29.84	\$ 21.35	\$ 27.22	\$ 28.57	\$ 21.89	\$ 20.46	\$ 20.67	\$ 19.36	\$ 18.61	\$ 19.29	\$ 22.08	\$ 2.79	14.5%
Driving Range \$ per Start	\$ 2.08	\$ 2.05	\$ 2.88	\$ 2.10	\$ 2.32	\$ 2.61	\$ 1.82	\$ 1.87	\$ 2.09	\$ 1.81	\$ 2.43	\$ 2.59	\$ 2.63	\$ 0.05	1.8%
Rentals \$ per Start	\$ 6.74	\$ 6.74	\$ 8.60	\$ 6.13	\$ 7.18	\$ 9.07	\$ 6.86	\$ 6.57	\$ 5.31	\$ 4.79	\$ 6.51	\$ 7.25	\$ 7.23	\$ (0.02)	-0.3%
Golf Revenue \$ per Start	\$ 30.35	\$ 32.33	\$ 41.32	\$ 29.58	\$ 36.71	\$ 40.25	\$ 30.58	\$ 28.89	\$ 28.07	\$ 25.96	\$ 27.54	\$ 29.13	\$ 31.94	\$ 2.81	9.7%
Golf Shop	\$ 2.15	\$ 2.35	\$ 3.17	\$ 2.37	\$ 2.97	\$ 2.42	\$ 1.78	\$ 1.90	\$ 2.17	\$ 2.04	\$ 2.18	\$ 2.15	\$ 2.58	\$ 0.44	20.3%
Snack Bar	\$ 4.96	\$ 5.90	\$ 5.93	\$ 4.08	\$ 5.22	\$ 6.57	\$ 4.40	\$ 4.47	\$ 4.49	\$ 4.19	\$ 3.37	\$ 4.06	\$ 4.61	\$ 0.45	11.1%
Concession Revenue	\$ 7.11	\$ 8.25	\$ 9.11	\$ 6.45	\$ 8.20	\$ 8.99	\$ 6.19	\$ 6.37	\$ 6.66	\$ 6.23	\$ 5.54	\$ 6.21	\$ 7.09	\$ 0.89	14.3%
Total Revenue \$ per Start	\$ 39.52	\$ 42.70	\$ 52.96	\$ 36.47	\$ 45.67	\$ 48.76	\$ 37.33	\$ 36.08	\$ 35.58	\$ 32.90	\$ 33.09	\$ 35.34	\$ 39.04	\$ 3.70	10.5%

Tracking just above last FY. The weather so far this spring has been similar to last spring. Slightly down in rounds, but up in \$ per round.

Subject: FW: appeal of Chehalem Cultural Center denial of records request
Date: Thursday, April 20, 2023 at 4:10:56 PM Pacific Daylight Time
From: John Bridges
To: Kat Ricker, Don Clements
CC: rdowns@sdao.com
Attachments: Wallis CCC records appeal.pdf

Here is that Public Records Request denial.

John T. Bridges
Brown Tarlow Bridges & Palmer, PC
515 East First Street
Newberg, Oregon 97132
(503) 538-3138
(503) 538-9812 Fax
www.newberglaw.com

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From: Kate Lynch [mailto:lynchk@co.yamhill.or.us]
Sent: Thursday, April 20, 2023 3:28 PM
To: Rebecca Wallis <rrwallis@gmail.com>; director@chehalemculturalcenter.org
Cc: John T. Bridges <john@newberglaw.com>; Brad Berry <berryb@co.yamhill.or.us>
Subject: appeal of Chehalem Cultural Center denial of records request

BRADLEY C. BERRY
DISTRICT ATTORNEY

KATHRYN LYNCH
Chief Deputy District Attorney



F. Cecilia Martinez
Office Administrator

OFFICE OF THE DISTRICT ATTORNEY
FOR YAMHILL COUNTY
535 E. 5TH STREET
MCMINNVILLE, OREGON 97128
TELEPHONE (503) 434-7539
FAX: (503) 434-5760

April 20, 2023

VIA EMAIL: rrwallis@gmail.com
director@chehalemculturalcenter.org
john@newberglaw.com

Dear Ms. Wallis:

In your public records petition under ORS 192.411 et seq., you appealed a denial of a public records request you made of the Chehalem Cultural Center for the following record:

"A copy of the rental contract between CCC and Rebuilding our school community for the event on March 16, 2023."

On April 4, 2023, I emailed Sean Andries, the Executive Director of Chehalem Cultural Center, to clarify the organization's position on your request.

On April 10, 2023, Mr. Andries replied to my email stating that he declined your record request as the Chehalem Cultural Center is an independent 501(c)(3) nonprofit organization and not a public body.

The Public Records Law applies to any public body in this state. A "public body" is broadly defined under ORS 192.311(4) to include

every state officer, agency, department, division, bureau, board and commission; every county and city governing body, school district, special district, municipal corporation, and any board, department, commission, council, or agency thereof; and any other public agency of this state.

Under ORS 192.311(6), this definition includes any state agency, which means “any state officer, department, board, commission or court created by the Constitution or statutes of this state.”

The Public Records Law does not apply to private entities, such as nonprofit corporations, unless it is the “functional equivalent” of a public body. Marks v. McKenzie High School Fact-Finding Team, 319 Or 451 (1994). Determining whether a private entity is the functional equivalent of a public body depends on the entity’s character and its relationship with government and government decision-making. The following factors are typically relevant in making this determination:

1. The entity’s origin (e.g., whether the entity was created by government or had some origin independent of government).
2. The nature of the function assigned to and performed by the entity (e.g., whether that function is one traditionally associated with government or is one commonly performed by private entities).
3. The scope of the authority granted to and exercised by the entity (e.g., does the entity have the authority to make binding governmental decisions, or is it limited to making nonbinding recommendations).
4. The nature and level of government financial involvement with the entity. (Financial support may include payment of the entity’s members or fees as well as provision of facilities, supplies, and other nonmonetary support.)
5. The nature and scope of government control over the entity’s operation.
6. The status of the entity’s officers and employees (e.g., whether the officers and employees are government officials or government employees).

Although Chehalem Cultural Center’s website states that it receives support from several government bodies, I do not believe it to be the “functional equivalent” of a public body under the *Marks* criteria. As such, I find that it is a private entity and therefore not subject to the Public Records Law.

If you disagree with my decision, you may seek review by the Yamhill County Circuit Court pursuant to ORS 192.411.

Sincerely,



Kathryn Lynch
Chief Deputy District Attorney
Yamhill County District Attorney

Don,

Kathy & I want
to thank you for your
support. You are a
man of conviction and
an a great speaker. We
have had a couple of people
tell us how articulate
and calm you are.

I am convinced our
land could be a huge
asset for Newberg. We
are very grateful to you.

I hope you

1 Simon (+ Kathy)

Subject: Re: Friends Park

Date: Wednesday, March 22, 2023 at 11:08:13 AM Pacific Daylight Time

From: Kat Ricker

To: Maggie Thompson-flesher

Hello Maggie:

Thank you for your interest in Friends' Park. We have received your message. The park playground was designed with a neighborhood playground committee, and there are features intended for children under 5 years old. We appreciate that you would like to have more features for children under 5 years old and will take your comment under advisement.

We hope you will continue to enjoy Friends' Park.

--

Kat Ricker

Public Information Director

Chehalem Park & Recreation District

125 S. Elliott Road

Newberg, OR 97132

971.832.4222 [cprdnewberg](https://www.cprdnewberg.org) | [Instagram](#) | [Facebook](#)

From: Maggie Thompson-flesher <ma2la23mu11@gmail.com>

Date: Wednesday, March 22, 2023 at 9:34 AM

To: Kat Ricker <kricker@cprdnewberg.org>

Subject: Friends Park

Submitted from the CPRD Friends Park webpage.

We need a toddler section! So many kids under 5 who want to play who live in this neighborhood but the current play structure is way to big for the toddlers.

FAC 13

- ① Awhile back Maxine confronted chatty Cathy because she single handedly ruined the 9:15 am water classes with constant talk
- ② Kathleen O'Malley, teacher, asked chatty Cathy to be. She did this during the class. She asked us all to be po. Chatty Kathy tried to bully M.
- ③ Chatty Kathy who is indeed immature is tormented out of and tried to get in with toddlers in the lazy river
- ④ Wendy told her to go back class "like a big girl".
God bless Wendy.
- ⑤ Since then Chatty Kathy is fairly quiet, at least in Kathleen's class. Karen will not say anything to the rude people

- ⑥ Maxine wears industrial ear phones to block out the rude people.
- ⑦ Bruce has moved away. Diane and Linda to avoid their incredibly persistent rude behavior.
- ⑧ Ann spent over \$200- on music head phones because asking Diane & Linda politely to be quiet is a waste of.
- ⑨ Numerous letters have been to the pool and the Board about Diane and Linda talking loud (Linda is h of hearing) BUT Their talking is absolutely not 60 minutes.
- ⑩ Kathleen - who brought Cathy into adulthood will say the same to Linda & D. In fact Kathleen chats with Diane, adding fuel to the fire.

If any of us have the courage or stupidity to ask Diane & Linda to be quiet they tell to F - ourselves.

The bottom line is these 2
Lonely hearts have optic

public sessions

Those of us who are giving
Cheltenham Park & Rec Dist
thousands of dollars on
stock.

① Bruce comes less.

② Maxine has commercial
headphones

③ Ann spent \$200 plus.

What the hell does it take

They smile & thumb their nose at us because you let them

Wendy & Kathleen O'Mall
took an adult and reasmat
stand against Chatty Kat
It brought her to near
politeness. we can hear the
teachers.

What has happened to the
leadership at the pool
and/or Board that now
doesn't give a crap about
the quality of classes,
water X ??? ? ? ? ?

Because Linda & Diane know
there's no leadership They are
worse and worse - destroy
every single 9:15 water X
class - why?
Because (you) are allowin'
Because they can.

A normal or decent person would be

The question is not
who is writing these
letters?

The question is why
is no one reading them

what happened to decency?

why are these 2 adult w
noisier and far more rude
than the toddlers in the

next pool? why are the
happily ignoring numerous
requests to be polite?

Because you allow it

And Diane still says "white lives matter"

04/06/2023

Dear Oregon OSHA,

Thank you for your letter dated April 3, 2023, regarding Complaint No: 209463378. We take all safety concerns seriously and have thoroughly investigated the alleged hazard. We acknowledge that there is a glycol leak from a pipe in the ceiling of the men's locker room. Currently, the glycol is leaking into a catch-bucket at the rate of 20ml to 420ml per day, and the bucket is being emptied every 1-3 days as needed.

To repair this leak, we will need to recover the system, which is about 800-3500 gallons of coolant, store it, make repairs, filter, and replace. In the event that the coolant cannot be salvaged, we will be required to dispose of it and start anew, which could result in replacement costs of up to \$60,000. Moreover, due to the colder temperatures, we are currently deferring the full repair of the issue until warmer weather prevails.

We have taken the following steps to minimize any hazards:

1. Wearing PPE(Eye Protection, and Gloves) while handling coolant
2. Containing the leak into a bucket
3. Monitoring the glycol loss daily
4. Draining catch bucket daily
5. Washing hands after handling

We will continue to monitor the situation closely until we are able to make the necessary repairs. We are committed to ensuring the safety and health of our employees and will take all necessary actions to address the hazard.

If you would like, we can and will provide updates on the status of the repairs upon request. I have also included a photo of the affected area, as well as the SDS sheets for the glycol mix.

As of 4/5/23, the composition of our coolant mix is as follows:

Chemical	Percentage
Dihydrogen Monoxide (H2O)	79.4%
Propylene Glycol	19.5%
Sodium Metaborate 8 mole	<0.1%
Sodium Nitrite	<1.0%

Sincerely,



Richard Cornwell
Certified Pool Operator/OSHA 10
rcornwell@cpdnewberg.org
971.832.6001

Digitally signed by Richard
Cornwell
Date: 2023.04.06 14:24:45
-07'00'



Oregon

Tina Kotek, Governor

Employment Department
875 Union Street NE
Salem, Oregon 97311
employment.oregon.gov

0000106



CHEHALEM PARK AND RECREATION DISTRICT
125 S ELLIOTT RD
NEWBERG OR 97132-2117

Date Issued April 05, 2023
Letter ID L0000548334
Case ID 989255
BIN 00514015-3

Approval of Equivalent Plan Application

Why am I receiving this notice?

The Oregon Employment Department received an equivalent plan application from CHEHALEM PARK AND RECREATION DISTRICT.

After reviewing your application and required documents, your application has been approved and is effective Jul 1, 2023. However, your equivalent plan coverage and benefits don't begin until Sept. 3, 2023 when Paid Leave Oregon benefits rollout.

What should I do?

For the period of Jan. 1, 2023 – Jun 30, 2023, you were exempt from paying contributions to Paid Leave Oregon due to an approved declaration of intent on file.

Beginning on Jul 1, 2023, you will continue to be exempt from paying contributions to Paid Leave Oregon due to your equivalent plan approval.

You are required to begin providing employees paid leave coverage under your approved equivalent plan beginning Sept. 3, 2023.

Have questions?

If you have questions regarding this message, please contact the Paid Leave Oregon Equivalent Plan Unit at paidleave@oregon.gov or 833-854-0166 (toll free) between 8 a.m. and 5 p.m., Monday through Friday. You can find more information about Paid Leave equivalent plans by visiting our website at paidleave.oregon.gov.

Sincerely,
Paid Leave Oregon
Oregon Employment Department

Need help?

The Oregon Employment Department (OED) is an equal opportunity agency. Everyone has a right to use OED programs and services. OED provides free help. Some examples are sign language and spoken language interpreters, written materials in other languages, braille, large print, audio and other formats. If you need help, please call 503-947-1488. TTY users call 711. You can also ask for help at



contributions.unit@employ.oregon.gov.

¿Necesita asistencia?

El Departamento de Empleo de Oregón (OED por sus siglas en inglés) es una agencia de igualdad de oportunidades. Todas las personas tienen derecho a utilizar los programas y servicios del OED. El OED proporciona ayuda gratuita. Algunos ejemplos son intérpretes de lenguaje de señas y lenguaje hablado, materiales escritos en otros idiomas, braille, letra grande, audio y otros formatos. Si necesita ayuda, llame al 503-947-1488. Los usuarios de TTY deben llamar al 711. También puede solicitar ayuda en contributions.unit@employ.oregon.gov.

Office of the Secretary of State

Shemia Fagan
Secretary of State

Cheryl Myers
Deputy Secretary of State, Tribal Liaison



Audits Division

Kip R. Memmott, MA, CGAP, CRMA
Director

255 Capitol St. NE, Suite 180
Salem, Oregon 97310

To: CHEHALEM PARKS & REC DISTRICT
125 S ELLIOTT RD
NEWBERG OR 97132

Date: 03/30/2023
Filing Due Date: 12/30/2022
Customer No: 000954MUNI

Our records indicate that for the fiscal year July 01, 2021 to June 30, 2022 we have not received the following items required by Municipal Audit Law (ORS Chapter 297.405 to 297.555):

- **Annual Financial Report** (Audit report, Review report, or Report In Lieu of Audit)
- **Summary of Revenues and Expenditures** (required for Audit and Review reports only)
- **Filing Fee**

Forms and filing instructions can be found at <https://sos.oregon.gov/audits/Pages/muniaudits.aspx> under "Filing Instructions."

We strongly encourage you to file reports and summary forms electronically: email the PDF formatted file(s) to municipalfilings.sos@sos.oregon.gov. If you do not have access to the internet you may mail your report(s) on a CD or in paper form to the Business Services Division. The fee should be mailed to Business Services Division, indicating the municipality and filing year.

Oregon Secretary of State
Business Services Division
255 Capitol St. NE, Suite 126
Salem, OR 97310

If you have any questions please call the municipal audit program staff at (503) 986-2255.

Amy John, CPA
Municipal Audit Program Manager

Don -
FYI Heidi

SDAO Service Group Enrollment Form

We wish to enroll in the SDAO Workers' Compensation Service Group effective July 1, 2023.

We want to receive the special safety services that SDAO will provide us. This will include top quality risk management services, safety resources, online trainings tailored to Oregon's special districts from SDAO and additional online trainings from SAIF.

We understand that our participation in the SDAO Service Group will not involve any additional expense to us or increase workers' compensation premiums. This enrollment will remain in effect until we revoke it in writing.

We are members in good standing of the Special Districts Association of Oregon.

Entity: Chehalem Park and Recreation District

Contact Name: Heidi Smith

Title: Administrative Coordinator

Email Address: hsmith@cprdnewberg.org/AP@cprdnewberg.org

Signature: Heidi Smith Date: 3/29/2023

Additional benefits for enrolling:

- SDAO members participating in the SDIS property/liability program will receive a 4% discount on their property/liability contribution
- \$250,000 in criminal defense coverage for unintended negligence as a result of an injured employee
- \$25,000 in OSHA defense coverage
- \$10,000 in HIPAA defense coverage
- Continued support of the Public Safety Employee Assistance Program for all career firefighters in Oregon and districts with career first responders

LEARN MORE

Visit <https://www.sdao.com/sdao-saif-workers-compensation> for up-to-date information, FAQs, and important forms needed to participate in the program.

Please Return to SDAO
Attention Member Services: memberservices@sdao.com

Department of State Lands



Thursday, September 29, 2022

Page 1 of 2

Opportunity to Comment

KH 600
ADJOINING PROPERTY OWNER
CHEHALEM PARK AND RECREATION DISTRICT
125 S ELLIOTT RD
NEWBERG OR 97132

775 Summer Street NE
Suite 100
Salem Oregon 97301-1279
Ph 503-986-5200
Fax 503-378-4844

APPLICATION No.: APP0064079

Applicant Name: ODOT

County: Yamhill; Waterbody: Wetland; TRSQQ: 03S02W28

Latitude 45.285000, Longitude -122.944000

The Oregon Department of State Lands (DSL) received an application for a project that involves removal or fill activity in a wetland or waterway. Your name was provided by the applicant as an adjoining landowner. We are notifying you of the opportunity to comment on the application. You can view the application via our website:

<http://www.statelandsonline.com>

Click on "Check Permit and Authorization Status."

Select the county for this project and then click on the application number. From here, you may read or download the application and submit comments electronically.

The comment period on this application ends at 5:00 pm on October 13, 2022.

All comments will be considered before a decision is made on the application. Copies of the applicable laws and rules are available on the DSL website at:

<http://www.oregon.gov/dsl/Laws/Pages/LawsRules.aspx>

You may also submit comments via US mail or fax. You may request a paper copy of the application by calling DSL at (503) 986-5200. Please have the application number and county name ready.

PLEASE MARK BOXES BELOW AND SUBMIT WRITTEN COMMENTS IN THE SPACE PROVIDED OR ATTACH ADDITIONAL SHEETS AS NEEDED.

I have reviewed the information and offer the following comments as they relate to effects on the wetlands or waterways:

- ☐ A permit is required from this agency. Permit type: _____
- ☐ The adverse impacts of the project to water resources, though measurable, would not unreasonably impact water resources or unreasonably interfere with navigation, fishing and/or public recreation.
- ☐ The reasonably expected adverse impacts of the project would be acceptable if the project design or construction methods were changed/alterd (Please explain below).
- ☐ An alternative site or design should be investigated (Please explain below).
- ☐ The project will adversely impact State and/or federally listed species (Please explain below).

- ☐ The project will adversely impact a known archeological and/or historical resource site (Please explain below).
- ☐ The project will adversely impact water resources. Please list/explain the expected adverse water resource impacts (e.g. loss of fish spawning area, conflicts with recreational boating, loss of high functioning wetland).
- ☐ The project will unreasonably interfere with navigation, fishing and or public recreation.
- ☐ The compensatory mitigation is insufficient to compensate for the reasonable expected adverse impacts of the project.
- ☐ We recommend that this permit be denied (Please explain below).

Comments:

Signature: _____

Date: _____