



AGENDA

Thursday, August 9, 2012 - 10:00 AM

Board of County Commissioners Business Meeting

Beginning Board Order No. 2012-76

I. CALL TO ORDER

- Roll Call
- Pledge of Allegiance
- Approval of Order of Agenda

II. PRESENTATION *(Following are items of interest to the citizens of the County)*

1. Proclaiming Boring, Oregon in Clackamas County and Dull, Scotland, in Perth and Kinross County a Pair for the Ages and August 9th as a Boring and Dull Day in Perpetuity (Jim Austin, Tourism and Cultural Affairs)

III. CITIZEN COMMUNICATION *(The Chair of the Board will call for statements from citizens regarding issues relating to County government. This portion of Citizen Communication will proceed for approximately ½ hour. If we are unable to hear everyone who has signed up to speak during this time, we will continue Citizen Communication when our business items conclude after the Consent agenda. It is the intention that this portion of the agenda shall be limited to items of County business which are properly the object of Board consideration and may not be of a personal nature. Persons wishing to speak shall be allowed to do so after registering on the blue card provided on the table outside of the hearing room prior to the beginning of the hearing. Testimony is limited to three (3) minutes. Comments shall be respectful and courteous to all.)*

IV. PUBLIC HEARING *(The following items will be individually presented by County staff or other appropriate individuals. Persons appearing shall clearly identify themselves and the organization they represent. In addition, a synopsis of each item, together with a brief statement of the action being requested shall be made by those appearing on behalf of an agenda item.)*

2. 1. First Reading of Ordinance No. ____ Amending the Ordinance adopted on May 10, 2012 Establishing and Adjusting Fees for the North Clackamas Parks and Recreation District (Dave Miletich, NCPRD, and Chris Storey, County Counsel)
3. 2. Public Hearing for Board Order No. ____ Considering the Formation of an ORS 371 Road Service District for the Provision of Road Services in the Government Camp Area (Chris Storey, County Counsel)

V. DISCUSSION ITEMS *(The following items will be individually presented by County staff or other appropriate individuals. Citizens who want to comment on a discussion item may do so when called on by the Chair.)*

-NO DISCUSSION ITEMS SCHEDULED

VI. CONSENT AGENDA *(The following Items are considered to be routine, and therefore will not be allotted individual discussion time on the agenda. Many of these items have been discussed by the Board in Study Session. The items on the Consent Agenda will be approved in one motion unless a Board member requests, before the vote on the motion, to have an item considered at its regular place on the agenda.)*

A. Health, Housing & Human Services

- 4 1. Board Order No. _____ Approval of the Mental Health Director's Designees to Authorize a Custody Hold Under ORS 426.233 - BH
- 5 2. Approval of an Interagency Agreement Amendment No. 3 with the City of Lake Oswego/Lake Oswego Adult Community Center to Provide Social Services for Clackamas County Residents - ss

B. Finance Department

- 6 1. Approval of a Work and Financial Plan with the US Department of Agriculture Animal and Plant Health Inspection Service Wildlife Services (County Trapper)

C. Elected Officials

- 7 1. Approval of Previous Business Meeting Minutes – BCC
- 8 2. Approval of a Renewal to the Service Contract between the District Attorney's Office and the Children's Center of Clackamas County - DA

D. Business & Community Services

- 9 1. Approval to Execute an Intergovernmental Agreement for Right-of-Way Services with the State of Oregon Relating to the Springwater Trail Project – Paving from Rugg Road to Dee Street

VII. WATER ENVIRONMENT SERVICES

- 10 1. Approval of Change Order No. 2 between Clackamas County Service District No. 1 and Richard Phillips Marine, Inc. for the Hoodland Emergency Outfall Repairs Project
- 11 2. Approval of a Construction Contract Agreement between Clackamas County Service District No. 1 and Henderson Land Services LLC, for the Mt. Scott Creek at North Clackamas Park Restoration Project

CITIZEN COMMUNICATION - (Continued if needed)

VIII. COUNTY ADMINISTRATOR UPDATE

IX. COMMISSIONERS COMMUNICATION

NOTE: Regularly scheduled Business Meetings are televised and broadcast on the Clackamas County Government Channel. These programs are also accessible through the County's Internet site. DVD copies of regularly scheduled BCC Thursday Business Meetings are available for checkout at the Clackamas County Library in Oak Grove by the following Saturday. You may also order copies from any library in Clackamas County or the Clackamas County Government Channel.

<http://www.clackamas.us/bcc/business/>



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CLOSE TO PORTLAND...A WORLD AWAY™

August 9, 2012

Board of County Commissioners
Clackamas County

Members of the Board:

**Proclaiming Boring Oregon in Clackamas County,
and Dull, Scotland, in Perth and Kinross County,
a Pair for the Ages and August 9th as a
Boring and Dull Day in Perpetuity**

Earlier this year, when Scottish tourist Elizabeth Leighton was on a cycling holiday in the United States, she pedaled into the Clackamas County community of Boring. Whereupon, she immediately sent a message to a friend who lives in Dull, a tiny village in Perth and Kinross County, Scotland. Ms. Leighton wrote: "Obviously, this is an opportunity for a twinning with Dull and Boring." Her friend, Emma Burtles, brought the idea to a meeting of the Dull Women's Book Club where it gained momentum.

Ms. Burtles soon after connected with Steven Bates, the Chair of the Boring Community Planning Organization, and proposed that the two communities be paired. Because these two communities are not cities, there was no official way for them to become sister cities. However, good ideas will sometimes find ways around such technicalities.

At their June meeting, 40 members of the Boring Community Planning Organization unanimously voted "AYE" to the pairing and to seeking the endorsement of the Clackamas County Board of Commissioners. Later that same month, acting in kind, the Dull and Weem Community Council voted to erect a sign acknowledging the "twinning" of Dull and Boring. To celebrate, they held a community party and invited all of Dull's 84 residents.

Dull's sign reads "Welcome to Dull - Paired with Boring, Oregon, USA." It also includes "Drive Safely," which was presumably added out of concerns that people might laugh too heartily after reading it. This is of course conjecture, but an April newspaper article did quote Ms. Burtles as saying: "I'm slightly concerned that signs saying Dull and Boring might cause some car crashes because people are laughing so much."

In all seriousness, news of this humorous pairing has spanned the globe. It has been covered by the Oregonian, USA Today, MSN, CNBC, NPR, The BBC, the UK's Guardian, and the Sandy Post. It has also received radio, web, and television coverage in the United States and across the Pond. A Google search for the terms "Boring Oregon Dull Scotland" will net you about 143,000 hits. The Dull and Boring Facebook page has 770 likes as of

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the writing of this report. This isn't too shabby considering that Clackamas County's Facebook page has 1,084 likes.

RECOMMENDATION:

Staff respectfully recommends that in the interest of good international relations, good humor, and good tourism promotion, that the Board of Commissioners approve the attached proclamation declaring Boring, Oregon and Dull, Scotland a Pair for the Ages and declare August 9th as a Boring and Dull Day in perpetuity.

Sincerely,



Jim Austin
Community Relations Coordinator
Clackamas County Tourism & Cultural Affairs

For information on this issue or copies of attachments,
please contact Jim Austin at 503-742-5918

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**Proclaiming Boring, Oregon and Dull, Scotland,
a Pair for the Ages**

Whereas, Boring, Oregon in Clackamas County is not dull; and

Whereas, Dull, Scotland in the County of Perth and Kinross is not boring; and

Whereas, both communities are located near the foothills of their region's most prominent mountains – Mt. Hood, standing at 11,250 feet, and Ben. Schiehallion measuring in at a towering 3,553 feet; and

Whereas, both Boring and Dull are surrounded by productive pastoral farm land; and

Whereas, the County of Perth and Kinross is home to numerous horse races, horse trials and horse shows; and

Whereas, Clackamas County is the home of Oregon Horse Country; and

Whereas, Boring is located in the evergreen County of Clackamas, named after the native Clackamas Tribe; and

Whereas, Dull is situated next to the County Clackmannanshire; and

Whereas, Elizabeth Leighton of Aberfeldy - a neighboring village of Dull - made the connection between the two communities while visiting Clackamas County; and

Whereas, Clackamas County has an employee named Elizabeth Leighton who is of Scots-Irish descent; and

Whereas, both communities draw visitors seeking beautiful scenery, and historical and cultural richness; and

Whereas, cyclists who like nothing better than enjoying scenic rides on quiet country roads would be well served to travel across continents to visit these two communities; and

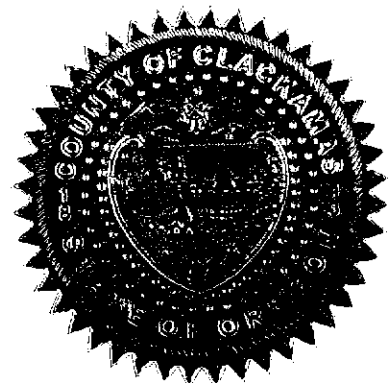
Whereas, travelers sometimes giggle, take pictures, and email their friends about the amusing names of these two communities when they come across them.

Now therefore, be it known throughout the world that the Clackamas County Board of Commissioners Proclaims Boring, Oregon and Dull, Scotland a Pair for the Ages, and that August 9th shall be recognized as a Boring and Dull Day in perpetuity.

Dated this 9th day of August, 2012

CLACKAMAS COUNTY BOARD OF COMMISSIONERS

Charlotte Lehan, Chair





NORTH CLACKAMAS
PARKS & RECREATION DISTRICT

 **COPY**
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August 9, 2012

Board of Commissioners
Clackamas County

Members of the Board:

First Reading of an Ordinance Amending the Ordinance adopted on May 10, 2012 Establishing
and
Adjusting Fees for the North Clackamas Parks and Recreation District

The Board of County Commissioners, acting as the governing body of North Clackamas Parks and Recreation District (NCPRD), adopted an ordinance on May 10, 2012 that delegated authority to the District Administrator or District Director to establish and adjust fees to more efficiently and effectively align revenues with cost recovery guidelines established in operating policy and to respond to market conditions.

During adoption, the Board expressed a desire for regular citizen oversight of such delegated authority and directed staff to consult with the District Advisory Board (DAB) on the best way to accomplish this. The DAB discussed the options for more oversight of the ordinance and unanimously approved a motion to have planned or recently-implemented fee changes reported to them with the quarterly financial reports.

The proposed ordinance sets forth a revision describing the reporting requirements but otherwise leaves the adopted ordinance in place. This ordinance has been reviewed and approved by County Counsel.

RECOMMENDATION

Staff respectfully recommends the Board of County Commissioner sitting as the North Clackamas Parks and Recreation District Board read the proposed Ordinance by title only and hold a second reading on August 23, 2012.

Sincerely,

A handwritten signature in cursive script, appearing to read "Laura Zentner".

Laura Zentner, Deputy Director
Business and Community Services

NORTH CLACKAMAS PARKS AND RECREATION DISTRICT

ORDINANCE No. _____

WHEREAS, the North Clackamas Parks and Recreation District ("District") provides recreational opportunities for its residents supported by property taxes and usage fees; and

WHEREAS, the Board of County Commissioners ("Board"), acting as the governing body of the District, believes that recreational fees are unique in that they are voluntary, unlike a utility rate or permit fee, and desires to allow flexibility to determine those fees in accordance with seasonal program offerings; and

WHEREAS, each year, the District may establish a dozen or more new programs, in addition to the hundreds of existing programs, which begin at different times throughout the year and each need their own fee established; and

WHEREAS, regular fee reviews and adjustments will allow the District to align with cost recovery guidelines as established in operating policy and respond to market conditions;

NOW, THEREFORE, the Board hereby adopts this ordinance of the District:

Section . Fees for athletic and recreational facilities and activities.

- a) The District Administrator, District Director or their written delegates shall have authority to establish fees for the use of District athletic and recreational facilities and for participation in District parks and recreational activities and programs, provided that such fees shall be based on the policies set forth below. It is the intention of the Board to allow the delegates to have maximum flexibility in interpreting and applying these policies to reach, in their reasoned judgment, the appropriate mix and level of fees and user charges in the provision of recreational services and the accomplishment of the District's mission.

The District Advisory Board (DAB) will review proposed or recently implemented fee changes four times per year at their regularly scheduled meetings, in conjunction with quarterly financial reports.

- b) The policies for setting fees authorized by this ordinance are as follows:
 - i. Customer Service. Fees and charges shall assist and support the overall administration and coordination of recreational services and for the provision of parks, open space, landscapes, park improvements, recreation facilities, and their adequate maintenance.
 - ii. Cost Recovery. The District may set user fees and charges at an amount designed to recover a full range of costs, depending on the type of program being offered. Some programs serving district residents will be free, such as the RecMobile, which provides services at parks throughout the District in the summer months. Most programs will

recover direct costs, including, but not limited to, program labor, supplies, and materials. The next level of cost recovery is designed to recover direct costs, and all, or a portion of indirect costs, including, but not limited to, management staff, facility expenses and utilities. Youth programs and programs for older adults will generally have a lower cost recovery expectation than adult programs. Residents of the District may receive a discounted rate on fees for all programs.

- iii. Hardship Factor. The District may make compensatory efforts to support patrons challenged by unusual or hardship circumstances including special service needs, disabilities, or financial hardship.
- iv. Market Responsiveness. The District fees for voluntary activities are part of a larger regional offering for recreational activities, and market demand and supply for services, programs or facilities may be included in the setting of fees.

DATED this _____ day of _____ 2012

BOARD OF COUNTY COMMISSIONERS

Chair

Recording Secretary



DISTRICT ADVISORY BOARD MEETING AGENDA

Date/Time: 4:00 p.m. Wednesday, August 8, 2012

Location: North Clackamas Aquatic Park

- I. Call to order
- II. Citizen Participation*
- III. Approval of minutes from April 11, 2012; June 13, 2012 and July 11, 2012
- IV. Action Items
 - a. DAB Interim Chair approval 10 min
 - b. DAB Interim Vice Chair approval 10 min
- V. Presentations
 - a. Master Plan Update – Michelle 10 min
 - b. Recreation Fee Review – Dave 10 min
 - c. Natural Resources Video 15 min
- VI. Division Reports – Laura Zentner, Michelle Healy, Dave Miletich
- VII. Director's Comments – Gary Barth
- VIII. Board Members' Comments
- IX. Executive Session in accordance with ORS 192.6602(e) to discuss real property negotiations
- X. Adjournment

*Citizen Participation is limited to three (3) minutes per speaker.



DISTRICT ADVISORY BOARD MEETING MINUTES

Date/Time: April 11, 2012 – 4 p.m.
Location: North Clackamas Aquatic Park

REVISED 5/10/12

DAB members present: Michael Morrow, Chair; Bill Bersie, Vice Chair; Marylee Walden; Susan McCarty; Renee King; Lynn Fisher; David Noble; Mike Miller

Staff present: Gary Barth, Laura Zentner, Michelle Healy, Dave Miletich, Beth Meyer, Tonia Burns, Kelly Stacey, Joan Young, Katie Dunham, Kevin Cayson, Annie Rusunen, Jason Kemmerich, Kandi Ho, Marty Hanley, Kathi Schroeder, Robin Bruce

Budget Committee member present: Rick Frank

Citizens: Dick Shook, Eleanor Johnson

1. Call to order

The District Advisory Board meeting was called to order at 4:10 p.m. by Michael Morrow, Chair.

2. Citizen Participation

Dick Shook, 4815 SE Casa del Rey Dr, Milwaukie OR 97222, announced The Clackamas Watershed Council, NCPRD, WES and Soil and Water Environment will celebrate Earth Day on April 21.

3. Minutes from March 14, 2012 DAB meeting

Marylee Walden moved to approve the DAB minutes from the March 8, 2012 meeting and Renee King seconded the motion. APPROVED unanimously.

4. Fiscal Year 2012-2013 Proposed Budget

Laura Zentner, BCS Deputy Director, presented the proposed budget for fiscal year 2012-2013. She described the budget process and gave an update of NCPRD's finances since last year. (PowerPoint presentation attached.)

Updates:

- Capital Asset Replacement Program
 - 75 percent complete
 - Will present to DAB at June 2012 meeting
- Fund Balance Policy
 - Draft guideline complete
 - Fund Balance Policy: 5% emergency contingency; 10% of operating expenditures for contingency; must add up to enough for cash flow; taxes are not received until November, so cash flow must be sufficient for July to November expenses. Contingency will be a line item, but will not be separated out into these accounts. The five-year forecast will have the breakdowns of the contingency fund.
 - Will present to DAB at June 2012 meeting
- Quarterly Financial Updates
 - Budget to Actual comparison
 - Overview of each fund and any issues/concerns
- Five-Year Forecast – Annual Update
 - Present to DAB at July or August 2012 meeting

Property Taxes:

- Make up about 54-percent of the budget's revenues
- Property taxes can increase by 3-percent every year, except for new construction
- Downturn since 2008

Assumptions:

- Prediction for tax revenue this year is 0.87-percent; next year will probably be in the same range.
- Fee revenues are expected to increase by 12-percent.
- Interest Income – Local Government Investment Program (LGIP) rate is .5-percent
- Personnel costs are over 40-percent of total expenditures
- Medical – 16.46 percent increase
- Dental – 2.33-percent increase
- Life insurance – 5.19-percent increase
- PERS – no change in FY 12/13

Marylee Walden asked if the budget is a component of the Clackamas County budget or separate. Laura Zentner said NCPRD is a separate legal entity with a separate budget.

Gary Barth said COLA was not budgeted because we are going into collective bargaining this year. If COLA is negotiated, the budget will have to be adjusted to reflect that.

Bill Bersie asked if there is a percentage change in salary for those employees who are topped out. Laura Zentner said that except for the COLA, they are frozen at the top of their range. He then asked how we maintain good employees when there is nowhere to go once they have topped out. Gary Barth said they could take on

another job with more responsibilities and the Employee Services department occasionally does surveys that makes movements across all ranges of a classification.

Rick Frank asked if we could guess what the COLA will be. Laura Zentner said there is usually a minimum and a maximum based on a CPI index. One of the associations did not receive COLA, so this could be an indication that there will be no COLA negotiated.

Marylee Walden said the City of Happy Valley is looking at a COLA increase of about 1.9-percent. Laura Zentner said the CPI is over 3-percent.

Lynn Fisher asked if there were any salaries that are not in the budget. Laura Zentner said that everyone is in the budget. Gary Barth said fractions of BCS administration salaries are in the NCPRD budget because they support NCPRD.

Proposed budget for 12/13:

- The budget indicates that revenues and expenditures are balanced with an assumed carryover of \$350,000 to the fund balance at the end of next year.
- Need to incorporate Capital Asset Replacement transfer recommendation/Fund Balance guideline
- Still analyzing costs of various programs
- Will present 5-year forecast to the DAB in July or August 2012

Budget Goals:

- Adequately fund recreation , fitness, education and enrichment service programs for the citizens of the District
- Ensure the long-term financial stability of the District
 - Recognize the beginning fund balance as a one-time non-recurring resource.
 - One-time resources shall be applied toward on-time expenditures, when feasible
 - Maintain minimum Fund Balance Policy per guidelines
- Directly charge each fund with all expenses attributed to their programs.
 - The General Fund shall not pick up any expenditure that can be directly charged to another fund.
- Maintain infrastructure at a level adequate to protect the District's capital investment and to minimize future maintenance and replacement costs. Goal is to not defer maintenance of infrastructure.
- Build a Capital Asset Replacement Fund sufficient to meet short-term capital asset needs while saving for future repair and replacement of assets.
- Proactively increase revenues and decrease expenses where possible – streamline operations. Some employees have LEAN training for efficiencies. We may use an outside consultant, but NCPRD already runs very lean.

Gary Barth presented the sources of funds. The divisions receive revenues from property taxes, local government and state revenue grants, interest, miscellaneous revenue, fees and transfers.

Each operating division in the budget was presented including a purpose statement, accomplishments of the current year and the objectives of the following year; and number of employees and Operating Expenses (all included in PowerPoint presentation attached). Natural Resources is its own division next year rather than part of the Planning division.

Marylee Walden asked about Contracted Services and was told that this line item includes all personnel costs. NCPRD employees are contracted by the county.

Michael Morrow said the total amount being paid for employees is good given that most businesses' employee costs run about 60-percent of the budget. Gary Barth said that a service-oriented business has high employee costs.

Renee King asked about allocated charges and what percentage increase will be seen next year. Laura Zentner said the 20-percent increase in allocated costs was due to the 2-year delay in allocations and the fact that NCPRD took on the direct costs of our finance employees. There is now an overlap from the delay and actual costs. This will end after two years.

Marylee Walden asked what was included in allocated costs. Laura Zentner listed the services we receive from the county.

Bill Bersie asked about who was included in Contracted Services. Michelle Healy said both regular and temporary employees are included.

Bill Bersie asked about revenues and expenditures for the Aquatic Park. Gary Barth said the change is the \$200,000 difference from running the Tsunami Café differently. The net is \$20,000 after \$180,000 in expenses.

Susan McCarty said youth groups used to run the concession stands as a fundraiser for their groups. She asked if they are now not allowed to do this anymore. Kandi Ho said the new concessions vendor will be working with the youth groups.

Bill Bersie asked if new program were being added in recreation in the new budget. Dave Miletich said new programs are being added with current full-time staff and additional part-time staff covered by new revenues. The internal documents used by staff to ask for new positions do not reflect actual changes in the budget. Asks may have been turned down by managers.

Dave Miletich said this summer NCPRD will be able to use school spaces to run additional camps for free.

Bill Bersie asked if we really expect to double our revenue in field rentals. Joe Loomis projected these revenues. Dave Miletich said the amounts may change, but it's looking good. Kandi Ho said Shelli Vrabel and Joe Loomis are working hard. The fields never had a down time. They are rented the rest of the time. There are modest fee

increases, too. Rick Frank asked if this activity is reflected in the concession revenues. Kandi Ho said the District changed vendors; youth groups are earning money from him and then paying us for field rentals.

BREAK

Bill Bersie asked if there was grant money available to pay for the other half of the WES position. Michelle Healy said this position does get partially funded by grants. Marylee Walden said it would be nice to have an aggregate amount listed on the budget because staff is very good about getting grant money. May do a grant presentation to the DAB in the future.

Discussion of items in letter from the C/CAB:

Gary Barth listed the bullet points from the letter from the C/CAB regarding allocations for BCS expenses.

- What was the process for determining this allocation?
- Why the timing of this allocation prior to the upcoming fee and cost recovery schedule?
- A seemingly unsustainable impact of this allocation on the fund balance for Nutrition and Transportation.
- Need for a policy that safeguards a minimum of a year's expenditures

The tax money (rate of .54 per \$1000 assessed) has to first and foremost cover Debt Service. Then it has to cover contingency balances and the Capital Replacement Fund. Once that is parsed out, the balance has to serve all the needs of the District from that general fund.

Joan Young, John Evans and Brandi Walters' positions work across all programs in the Milwaukie Center. Their personnel costs were allocated to all of the Milwaukie Center programs. (60% General Fund/30% Nutrition/10% Transportation). By doing this, we have a true picture of the cost of service delivery.

BCS Administrative costs were allocated only to NCPRD's General Fund.

Renee King said she didn't understand the advisory board's concerns.

Bill Bersie said the concern is that the amount that is being allocated from BCS salaries to Transportation and Nutrition. Gary Barth said 9-percent of BCS Admin is being charged to these programs, or \$19,000. He asked if this money was going to come out of fund balance. Laura Zentner said we don't believe that it does. Bill Bersie said the ending fund balance for Nutrition will be \$300,000 less in the contingency fund, and Laura Zentner said that was also because of the changes in how the Tsunami Café is run.

Bill Bersie said the concerns are the \$19,000 that is scheduled to be added to the expenses in this budget is going to take away from the prior year budget's ending balance. Gary Barth said the ending fund balance of one year is the beginning fund balance of the next year. Those are not recurring revenues because they accumulated for a reason, but there is no predictability that they will accumulate into the future. So, money is not taken out of the fund balance; the funds are loaded with their true cost of operation.

Bill Bersie said the money going into the ending fund balance could possibly be coming from donations, fund raisers, and a mixture of government money. Gary Barth said about \$250,000 to \$300,000 of that money is from the general fund that has been transferred into the Nutrition program from the general fund that has been accumulated into the fund balance. The C/CAB, Bill Bersie said, reluctantly passed the budget. He said in his opinion, with the mixture of the two revenues going into the ending fund balance, he doesn't believe that we should be taking BCS salaries out of the Nutrition budget. He said it is possible at the end of next year that there will be \$500,000 instead of \$800,000, and if this happens every year there won't be any money left. Gary Barth said this is one-time adjustment. The \$300,000 came from the general fund. There are dedicated funds that come from all sources, then there are true operating costs, minus the contingency and a plus or minus surplus. If there was a negative number there, the general fund would have to balance that out. But, there hasn't been a negative balance and we have been transferring money from the general fund making that ending balance even bigger. This is fine except that we end up with a large ending balance in one program and cut programs and services elsewhere.

Bill Bersie asked about the reserves in the general fund. Laura Zentner said they were at about \$1.6 million. He said we aren't really hurting this year as far as slashing budgets. Gary Barth said we got requests from staff for a lot of things that weren't approved. Bersie said the level of service is going to be approximately the same. Laura Zentner said that if we had not done the allocation, we would have had to make cuts, potentially staff cuts. She said the allocation actually reflects where people are working. Dave Miletich said that where he has worked before, you fully burden the enterprise funds in terms of all their true costs. If we didn't move the money back into the general fund something else would have to give. Bill Bersie said he wasn't sure anything had to give because we still have \$1.6 million in reserves. Laura Zentner said we would have had to cut because we are very much on the line for covering the 15-percent contingency. Bill Bersie said the 15-percent hadn't been approved by the board yet. Gary Barth said the DAB is an advisory board, so in terms of the operating standpoint, it is prudent to have at least enough cash flow to get through from July 1 through November when the taxes are received. Laura Zentner said 15-percent is not enough for the cash flow. Gary Barth said that throughout the county everyone is looking at fund balances. If there is a significant fund balance year after year, it is getting scrutinized. At least this way it stays within the District. We are still trying to find how to adequately use our fund balances and still provide the highest level of services.

Bill Bersie said he thought we have been punishing staff at the Milwaukie Center in the years in keeping this money up and using it for what it should be used for, we are now taking it out because of salaries. He said he thinks we should wait a year and take a look at what we are really doing at the Milwaukie Center and to sit down with the board at the Milwaukie Center to discuss this issue. And also find out how much of the money in the ending balance is from government agencies, and how much is really donated by people like those on the board or other people when we ask for donations. He said we are cutting that money out and we need to separate those two funds and move the donation money out and give it to the Friends who will give it back to the Milwaukie Center.

Laura Zentner said there are no dollars in the fund from government agencies. Bill Bersie asked where the \$180,000 is from Happy Valley. Gary Barth clarified that when Happy Valley annexed in the residents started paying the \$.54 a \$1000 in taxes that all District members pay. That money is not separated out into accounts or

earmarked for specific programs. The annexation of Happy Valley into the District did bring in new revenue that goes into the general fund that serves all residents of the District. The assumption was that when Happy Valley annexed to the District there would be a larger demand for services. In anticipation of that, we transferred more general fund dollars into that fund. In reality, we have never run a deficit. If we took out the \$300,000, that was put in over the years, there is still a positive fund balance of over \$300,000 from all the other sources of income.

Bersie asked about money that is donated by people and it goes into that fund. Gary Barth said those are the first dollars used. Dave Miletich said we can clearly account for all of the revenue streams and show how it relates directly to costs for direct services. He said we all agree that these are extremely important services.

Renee King asked for some clarification about what the concerns of the C/CAB are. She listed the \$19,000 allocation for BCS salaries and the \$300,000 from the fund balance. Joan Young said the combination of the three positions currently in the Milwaukie Center budget and the BCS allocation come to about \$134,000. So the expense of the Milwaukie Center goes down and the same amount goes up in the Nutrition program. Renee King asked if the concern is that we are "moving it from Peter to pay Paul." The money is going from a general fund program to a non-general fund program. Bill Bersie said he is for leaving the money in the general fund program, not moving it to the Nutrition program. Renee King said this is a more accurate reflection of the cost of the programs. Joan Young said she didn't agree necessarily because the maintenance person spends no time on Transportation and very little of the Office Coordinator's position is spent on Transportation.

Gary Barth said the Milwaukie Center runs three programs. There is a building superintendent that maintains that facility. So if there is a transportation program running out of that building, maintained by this person, there is a cost to the program. Joan Young is running all of the programs in the Center.

Renee King asked if someone is donating to the Milwaukie Center, why aren't they donating to the Friends, and asked how many people donate money directly to the Parks District. Dave Miletich said many do through fund raisers for the programs. The Friends make a donation to the Center.

Marylee Walden asked she supports having the actual costs in the budget. She asked if the Nutrition program cannot support itself, does it go away. Dave Miletich said we would revisit the allocation. He said he is confident that a year from now he will be able to say that the only fund balance decrease will be because of Replacement Fund costs. No general funds are going into the Nutrition or Transportation funds this year or next. In three of the last five years, \$60,000 a year was transferred from the general fund to the Milwaukie Center in anticipation of providing more services after the Happy Valley annexation.

Dave Miletich said the C/CAB agreed to reluctantly approve the budget. He said he is willing to make financial reports to them regularly throughout the year rather than wait a year to see how this all comes out.

Bill Bersie said one complaint is how the money is being taken out this year. He said his concern is the fund balance that may include donations and/or government funds. He is concerned with the mixture of "apples and oranges." He is also concerned about the audit and whether the money was taken out the right way from the

right place. Bill Bersie said someone needs to sit down with the C/CAB and discuss the fund balance and to give the board the money that has been donated over the past years.

Gary Barth said federal dollars have to be spent and cannot be carried over. The first dollars out are the federal dollars. After the federal dollars are spent, the others are not designated. Laura Zentner said there is a new accounting standard that was just passed this year that determines just how dollars come in and go out. This was all analyzed with the audit and found to be right. Gary Barth said the easiest way to know is to pull the general fund out and then you will know that all that's left is the federal money and non-general fund revenues. It appears that today the programs are self-sufficient without the general fund contribution. So that money can be re-programmed elsewhere. If these two programs do start running short, general funds would then probably be taken out of another program depending on priorities. Bill Bersie asked what was done with funds we don't put into the program. Gary Barth said the funds will probably go into Fixed Assets/Replacement fund, contingency. Bill Bersie said that is fine as long as it doesn't go toward salaries. Lynn Fisher said part of the viability of the program is in the salaries of the people who run the program. Bill Bersie said that is true under non-profit agencies but not under government agencies because the tax base is to pay salaries, and any donations from individuals should go toward programs.

Joan Young said that in 1995 the District took over the Nutrition and Transportation programs from Loaves and Fishes who had been operating them. What we were told by County Counsel at that time was that we had to operate them as enterprise funds separate from the tax base. That is why fund raising became so imperative for those programs and why that fund balance has increased. When Happy Valley joined the District, then general fund money was transferred to help provide services to Happy Valley. Lynn Fisher asked if salaries were part of the enterprise funds and they were for the direct service salaries.

Gary Barth said he cannot let one fund balance grow when the other programs are short. Bill Bersie said he would like to see reports every six months to see how the fund balance is doing. Laura Zentner said she went back ten years and analyzed data. She agrees that we will not be dipping into the fund balance to pay those salaries. There will be funds used for the Tsunami Café and the freezer. This is will be tracked in the quarterly reports.

Capital Projects:

Michelle Healy presented the Capital Projects and said because this had been presented last month, there was no change to report.

- The Trolley Trail reserve is for segment 2 of the Trolley Trail that is to be built by TriMet for light rail construction. If there is a problem, we want to make sure there are funds in reserve to cover it. It also includes funds to cover adjustments in case they are needed after the Trolley Trail is done.
- Northside of North Clackamas Park: Through the WES partnership, grant funds are available.
- Property acquisition in Happy Valley that will be paid for mostly by grants and partnerships.
- Hood View Park playground -- to be paid for by a state grant, if successful.
- Johnson Creek planning: \$30,000 is coming from the Development Agency to help us with that planning.
- Spring Park: \$125,000 in grants and about \$25,000 coming from District funds.

- Trillium Creek Park: the remainder is through the partnership with the City of Damascus.
- Other projects: ADA upgrades, the Milwaukie Center parking lot,
- Sunnyside Village Park acquisition: from a dedicated funding source collected by Clackamas County.
- Debt Service for Hood View Park

Capital Asset Replacement Fund:

- Implementation of energy updates for the Aquatic Park carried over from 2011/12; sewage station control panel at Aquatic Park
- Upgrade Pete's Café located inside the Milwaukie Center (\$20,000)
- Aquatic Park lobby facelift (\$30,000)
- New walk-in freezer at Milwaukie Center
- Mower for Maintenance division

No further questions.

Susan McCarty moved to recommend to advance the 2012/13 budget to the Budget Committee for approval and Lynn Fisher seconded the motion. APPROVED unanimously.

The Budget Committee members who were not present for this meeting will meet with Laura Zentner to get informed about the budget.

Marylee Walden said she wants the board to actively monitor the programs they discussed at this meeting to make sure that the budget continues to work well for the Milwaukie Center programs. She also would like the Nutrition program to continue to be a priority for the senior citizens in our community.

6. Director's Comments

None

7. Board Members' Comments

- Bill Bersie announced a volunteer recognition event at the Milwaukie Center called Truth or Dare.

8. Adjournment

Marylee Walden moved to adjourn the DAB meeting at 7:45 p.m. APPROVED unanimously.

This DAB meeting was recorded. Digital copies of this meeting are available for the cost of duplication and handling. To order copies, contact Robin Bruce at 503-742-4348 or by e-mail at robinbruce@clackamas.us.

Meeting minutes will be posted as soon as they are completed on the District's website: www.ncprd.com/district-advisory-board/meeting-minutes.



NORTH CLACKAMAS

NORTH CLACKAMAS DISTRICT

DISTRICT ADVISORY BOARD MEETING MINUTES

Date/Time: June 13, 2012 – 4 p.m.

Location: North Clackamas Aquatic Park

Revised minutes 08.01.12 PZC

DAB members present: Michael Morrow, Bill Bersie, Mike Miller, Renee King, Susan McCarty, Kristen Mitchell, and MaryLee Walden

Staff present: Laura Zentner, Michelle Healy, Dave Miletich, Kandi Ho, Jason Kemmerich, Beth Meyer, Kevin Cayson, Kelly Stacey, Katie Dunham, Tonia Burns, Jason Amos, Robin Bruce

Guests: Chris Storey, County Counsel; Dave Kraft, swim coach

Citizens: Dick Shook

1. Call to Order

Michael Morrow, Chair, called the District Advisory Board meeting to order at 4:04p.m.

2. Citizen Participation

None

3. Approval of Minutes from May 9, 2012

Minutes from May 9, 2012 were approved. The April 11, 2012 minutes were tabled until the next DAB meeting.

4. Election of Chair and Vice Chair

Renee King presented for the Nominating committee. The committee unanimously nominated Bill Bersie for Chair and Susan McCarty for Vice Chair; APPROVED unanimously.

5. Fund Balance Guidelines

Laura Zentner presented the following newly proposed financial guidelines for NCPRD:

1. Emergency contingency at a minimum of 5% of operating funds
2. Operating fund balance at minimum of 10% or minimum cash flow necessary to cover operating expenditures, whichever is greater
3. Beginning fund balance recognized as a one-time, non-recurring resource.
4. Balance recurring revenues and recurring expenses
5. Maintain a policy of aggressively collecting accounts receivables whereby after staff has exhausted all in-house collection alternatives, accounts are assigned to a private collection agency.
6. NCPRD's general fund shall not pick up any expenditure that can be attributed or charged to another fund. (allocated charges)

A discussion regarding the process for the proposed financial guidelines commenced. Laura Zentner reiterated that these are financial *guidelines* and not financial *policies*. The purpose of these guidelines is to ensure the long-term financial sustainability of the District.

Laura added that once the capital asset replacement/repair project is complete, additional capital asset guidelines will be added to the financial guidelines presented tonight. All of these guidelines will come back to the DAB for review and approval.

Compliance with the provisions of the Financial Guidelines will be reviewed by the BCS finance staff as part of the annual budget process.

6. Fee Ordinance

Dave Miletich and Chris Storey presented a staff report update. The Fee Ordinance has already been approved by DAB to allow the Director the authority to set fees on a regular basis.

A discussion of the specific processes and options ensued.

Motion: Susan to adopt option #2, Bill. APPROVED unanimously.

Dave: will set dates in August for presentation.

7. Capital Asset Replacement Update

Laura Zentner presented an update of the proposed Capital Asset Replacement program. Laura emphasized that the program is about existing assets and not new capital assets. Laura explained the history of the assets acquired over the years and specifically spoke about the relationships with the City of Milwaukie and Happy Valley. She also discussed the current capital asset program and funding for that program over the years. Laura discussed the financial reporting complications that arise when assets are shared and/or owned by multiple agencies. Following is an overview of the proposed process and update of the plan:

1. Prepare an initial inventory of existing capital assets
2. Update the inventory of existing capital assets on an annual basis
3. Develop a funding methodology to pay for the repair and replacement of existing capital assets
4. Set aside funds each year for the repair and replacement of existing capital assets
5. Create an Asset Management Plan that is sustainable and incorporated into the five-year financial plan
6. Evaluate and update the Asset Management Plan on an annual basis
7. Develop Financial Guidelines with regards to capital asset repair and replacement

Laura talked about the next steps in the process which include the development of asset replacement criteria and the development of a methodology to use in an annual evaluation analysis to determine the appropriate and realistic amount of funds to set aside each year to adequately maintain, repair and replace district assets.

The following proposed Capital Asset Financial Guidelines were discussed and will be brought back to the DAB for approval:

1. The District will maintain its infrastructure at a level adequate to protect the District's capital investment and to minimize future maintenance and replacement costs. It shall be the goal of the District not to defer maintenance of infrastructure.
2. Equipment replacement costs for vehicles and other equipment will be charged to all operating funds on a uniform and equitable basis. The amount will be based on the replacement cost of each operating fund's capital assets.
3. The District shall dedicate a portion of fees, charges and other revenue sources to capital asset maintenance and replacement on an ongoing basis. The fee will be evaluated annually as part of the annual budget process and *Asset Management Plan Update*.

8. Master Plan Update

GreenPlay has been hired as the consultant for the Master Plan process. Walker Macy is a partner and sub-consultant. July will be the start of the focus groups and public meetings. A needs assessment survey will be going out to 5000 households.

9. Natural Resources Update

- Fire Management Project will wrap up by the end of September
- July 1, 2012 is the start of the public review
- Less than 1% of the trees on Mt. Talbert will be removed.
- Spring Park, Highland Summit Open Space, Forest Creek Open Space, Ostermann Park – other projects
- Camas Creek – WES project; implementing a couple of elements of the north side plan in Aug/Sept.

10. North Clackamas Aquatic Park Update

Jason Amos is a new aquatic supervisor. The American Red Cross swimming curriculum costs have gotten exorbitant. NCAP staff successfully created an NCPRD swim program. NCAP is expecting 4000 participants, new programs this summer, and year round swim team.

11. Division Reports

Michelle:

- Tomorrow night 6 pm at library re: Sunnyside Village #5 park public meeting. Developing concepts for the park.
- Planning Commission recommended north side plan to city council.
- Trolley Trail celebration well attended and good feedback. Great new map of the trail being printed.
- Scouter Mtn/Mt. Scott open house well attended. Great feedback.
- Grant presentation of the Hood View playground.
- Metro working on Scouter Mtn. shelter and restrooms; should be done next summer.
- Riskey Park work is under way.
- Volunteer planning intern doing an update to ADA plan. Will also go into Master Plan and capital replacement.
- Annie placing order for clothes with logo.
- July meeting: planning tour of Hood View and Trillium park – focus on the east side of the 205.

Dave:

- New chairs for DAB
- Joan Young retiring the end of June.

- Dave is the Interim Director for MC. Will hire Interim Manager in the next two weeks for 6 months to keep things running smoothly while we develop a plan. Robin is going to MC to work in the office.
- Met with C/CAB re: changes transitions. Bill appreciated Dave and Gary attending meeting to explain.

12. Board Members' Comments

- Renee leaving the board. Gifts
- Kristen: batter's boxes get a lot of wear. Capital expense unexpected.

13. Adjournment

Mike, Renee



NORTH CLACKAMAS

PARKS & RECREATION DISTRICT

DISTRICT ADVISORY BOARD MEETING MINUTES

Date/Time: July 11, 2012 at 4:00 p.m.

Location: Aquatic Center – A Tour of Parks

In attendance:

DAB Members:

MaryLee Walden

Mike Miller

Bill Bersie

Eric Shawn

Jason Tuck

Kristin Mitchell

Guests:

Commissioner Paul Savas

Chris Randall

Eric Shawn

Bill Monahan

Susan McCarty

Lynn Fisher

Staff:

Gary Barth

Dave Miletich

Michelle Healy

Katie Dunham

Annie Rusunen

Fiona Gwozdz

Kevin Cayson

Jason Amos

Joe Loomis

In lieu of a regular DAB meeting, the DAB, staff and guests toured a number of District parks located on the east of 1-205. The bus tour began and ended at the North Clackamas Aquatic Park.

Parks toured:

Southern Lites Park and Mount Scott Trail

Happy Valley Park

Hood View Park – box meals were provided

Trillium Creek Park

Sunnyside Village Park #5

Village Green Park/Library

Pfeifer Park

Returned to the Aquatic Park at 7:15 p.m.



DISTRICT ADVISORY BOARD DIVISION REPORTS

For the month of: July 2012

North Clackamas Aquatic Park

July 4th Big Surf! was held from 12 to 4 p.m. with approximately 350 patrons enjoying the waves and slides.

Summer swim lessons are well under way. Lessons continue to be very popular with 1,049 children already having completed swim lessons this summer. Our fourth session begins on August 6th and we offer swim lessons all year-round.

Now in its fourth year, the popular NCPRD Piranhas summer swim team has grown to 103 swimmers ranging in age from second graders to a college-bound NCAA swimmer. Due to the size of the team, the program has three separate practices. During the month of July, the Piranhas participated in the following swim meets:

July 14 - Thunderbolt Classic at Tualatin Hills Terpenning Complex. This was the first time Piranhas swimmers participated in a USA Swimming sanctioned meet. One of the Piranhas made A-times (top level state times) in 3 of her 4 events.

July 23 - Multnomah Athletic Club, non-scored meet. Over 60 Piranhas attended.

July 27 - Home meet at NCAP. Multnomah Athletic Club, East Side Clackamas, East Side Milwauki, and Oregon City Swim Team. Over 130 swimmers and their families packed the Aquatic Park for this non-scored meet.

The Aquatic Park Facebook page has over 1,100 likes and growing! We have been utilizing some techniques that will hopefully promote continued growth and are proud to say that we have almost doubled our likes over the past 30 days.

July 19th was the birthday of former staff person and Steel Mountain's namesake, Justin Steel. All rock climbs were free for the day due to donation from Steel family. Steel Mountain was highly popular and Justin's parents stopped by to see the wall in action.

Recreation

There has been a wide variety of youth summer camps and programs taking place around the Park District during the month of July. The following camps were brand new and were developed, coordinated and run by NCPRD Recreation employees:



NORTH CLACKAMAS

SCHOOL DISTRICT

DISTRICT ADVISORY BOARD DIVISION REPORTS

Sheri's Cheer and Dance Camp - Participants ages 6 - 8 years learned tumbling, dances, stunts and cheers.

Amazing Adventures Summer Camp -

Week 1: Olympic themed. Campers learned about the history of the Olympics and participated in their own competitive games, such as discus (frisbee) throw, long jump, wheel barrel races, and aquatics (water balloon toss).

Week 2: Fitness themed. Campers participated in team-building activities and discussed the importance of leading a healthy, active life.

We have also partnered with other instructors and recreation agencies to offer additional youth opportunities and classes such as:

Lego Engineering	Horseback	Multi-Sport	Bowling
Drama/Improv	Baseball	Soccer	Outdoor Adventures
Dance	Basketball	Tennis	Volleyball
Art	Football	Track and Field	Golf

NCPRD 2012 Summer Camps have been held in multiple locations, including North Clackamas School District sites: Mt. Scott Elementary, Alder Creek Elementary, Wichita Center, Clackamas High School and Milwaukie High School

The Recreation Staff made appearances at the Happy Valley July 4th Parade and the Milwaukie Daze Parade.

Movies in the Park:

So far, almost 1,000 people have attended this year's Movies in the Park. The largest-attended movies took place at Village Green Park, sponsored and promoted by the Sunnyside Library, and at Portland Waldorf School, sponsored and promoted by the Milwaukie Daze committee. In addition to the Milwaukie Daze movie, staff organized a flashmob and Zumba demo to promote August's Zumba in the Park.

Upcoming Movies:

Movie	Date	Location	Sponsored By
<i>Bolt</i>	8/10	North Clackamas Park	Fido Friday; Admission \$5 adults/\$2 children Dogs free! Proceeds benefit Meals on Wheels
<i>The Smurfs</i>	8/17	Happy Valley Park	Miramont Pointe



NORTH CLACKAMAS

PARKS & RECREATION DISTRICT

DISTRICT ADVISORY BOARD DIVISION REPORTS

*The Adventures
of Tintin*

8/27

Milwaukie Covenant
Church

Linwood Neighborhood Association

Upcoming August Events:

The Recreation staff has organized the Austin Miller Memorial Bike Ride to take place on Saturday, August 4th. This event will be based at Stringfield Park and the Trolley Trail and will feature vendors, RecMobile activities, a kid's bike ride and a longer ride for more experienced cyclists. The event will celebrate the life of Austin Miller, the brother of an NCPRD employee. Austin, a 15-year old boy, was killed in a biking accident in 2008. Agencies involved in the event include Clackamas Fire District, Milwaukie Police Department and Clackamas County Safe Communities Program.

Zumba in the Park will take place at the Rose Garden in North Clackamas Park every Tuesday, 6:30 - 8 p.m., during the month of August. This drop-in event is \$3 at the door and is free for children age 12 and younger. This event is sponsored by Providence and Northwest Primary Care.

The RecMobile staff will be participating in the following events during the month of August:

- August 1: RecMobile at Happy Valley Master Plan Meeting
- August 2: Cosmic Teen Night at Sunnyside Library
- August 4: Austin Miller Memorial Bike Ride at Stringfield Park
- August 7: National Night Out at Mill Park
- August 10: FIDO Friday at North Clackamas Park

North Clackamas Park

North Clackamas Park fields were host to four major youth baseball and softball tournaments in July. These tournaments consisted of Clackamas County Junior Baseball 10U/ 12U tournaments, the ASA 18A Regional Qualifier Tournament and the NAFA Softball World Series.

Weeknights were still busy with local youth softball and baseball games.

Hood View Park

Hood View Park was busy with adult softball league and playoffs games on weeknights. The weekdays and weekends were filled with USSSA / ASA adult softball tournaments and youth baseball tournaments. The 14U Clackamas County Junior Baseball Tournament was held July 19th – 22nd. The 24 teams were vying for a spot in the Junior Baseball of Oregon State Tournament.



NORTH CLACKAMAS

RECREATION DIVISION DISTRICT

DISTRICT ADVISORY BOARD DIVISION REPORTS

Hood View Park was also the host site of NW Nations Championship on July 13th-15th. Forty-four youth baseball teams from Oregon, Washington and Idaho battled it out to be crowned the Northwest Champion!

Sunday afternoons and evenings the fields were utilized by the 28 team Twelve Step Recovery adult softball league.

Alder Creek Middle School, Milwaukie High School, and Rex Putnam High School Turf Fields

The Nike Cup soccer tournament was held July 27th-29th. Three-hundred youth soccer teams from six western states participated in this years three day event. Clackamas United Soccer Club was the local host for the Nike Cup games played on the ACMS, MHS and RPHS fields.

Weeknights continue to be busy with youth soccer practices.

Mt Scott Elementary Gym

Weeknights and Sundays are busy with adult basketball and volleyball programming.

Pfeifer Park

Weeknights are busy with local youth soccer practices.



3

OFFICE OF COUNTY COUNSEL

August 9, 2012

PUBLIC SERVICES BUILDING
2051 KAEN ROAD OREGON CITY, OR 97045

Board of Commissioners
Clackamas County

Stephen L. Madkour
County Counsel

Members of the Board:

David W. Anderson
Kimberley Ybarra
Kathleen Rastetter
Scot A. Sideras
Chris Storey
Scott C. Ciecko
Alexander Gordon
Rhett C. Tatum
Assistants

**A Public Hearing Considering the Formation of an
ORS 371 Road Service District for the
Provision of Road Services in the Government Camp Area**

On June 10th, 2012 the County received a petition from certain landowners in the Government Camp area to form an Oregon Revised Statutes ("ORS") 371 Road District, which could levy and collect taxes to be used for the sole purpose of supporting road infrastructure within the boundaries of that district. The Board of County Commissioners ("Board") as the boundary authority of Clackamas County is required to hold hearings on the matter within a certain period of time, and this hearing meets that requirement. ORS 198 sets forth the process for the hearing and the issues that may be considered. They require that the Board:

1. Consider the factors articulated in ORS 199.462, namely consideration of:
 - a. Local comprehensive planning;
 - b. Economic, demographic and sociological trends and projections pertinent to the applicable area;
 - c. Past and prospective physical development of land that could be impacted; and
 - d. Statewide land use goals adopted pursuant to ORS 197.225.
2. Consider the boundaries and include or exclude lands that, in the Board's judgment, would benefit or not benefit, respectively, from inclusion in the proposed district.

The petition's filing date was after the due date for allowing a vote on the matter in November 2012, and normally the vote would have to wait until May 2013. As discussed at the Board's July 31, 2012 Study Session, however, the Board can initiate consideration of the same matter as proposed on the petition under its own authority and allow the matter to be considered by the public on Election Day in November 2012. The Board did so at its July 26, 2012 public meeting by issuing Order 2012-74 requiring public hearings on the question of initiating formation of a road district to provide dedicated funding to the Government Camp area (the "Proposed District").

Attached is a proposed board order that would preliminarily approve formation of the Proposed District. Included with the proposed board order are (i) a boundary description, (ii) a map of the Proposed District, and (iii) reserved space for the reasons for decision. The County's boundary consultant is preparing a report that provides additional information regarding the applicable criteria, which will be circulated and made available to the public on Monday August 6th.

RECOMMENDATION

The staff respectfully recommends that the Board preliminarily approve the formation of an ORS 371 Road District to support the Government Camp area and order a second hearing be held on September 6th, 2012 to hear additional testimony on the matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Storey", with a long horizontal line extending to the right.

Chris Storey
Assistant County Counsel

For more information on this item, please contact Chris Storey at 503-742-5397 or
chrisstor@co.clackamas.or.us

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Approving
Boundary Change Proposal
No. CL-0012



ORDER NO. 2012-__

This matter coming before the Board at this time, and it appearing that by Order No: 2012-74, this Board initiated the formation of a road district under ORS Chapter 371 for road services to be known as the "Government Camp Special Road District"; and

It further appearing that this Board is charged with deciding this proposal for a boundary change pursuant to ORS Chapters 198; and

It further appearing that staff retained by the County have reviewed the proposed boundary change and issued a report; and

It further appearing that this matter came before the Board for public hearing on August 9, 2012 and that a decision of approval was made on August 9, 2012;

It further appearing that the Board is required to hold a second hearing as required by ORS 198.810 (2); and

NOW, THEREFORE, IT IS HEREBY ORDERED that Boundary Change Proposal No. 0012 (as described in Exhibit A and depicted on Exhibit B) is approved for the reasons stated in attached Exhibit C and that a final hearing on Boundary Change Proposal No. CL-0012 will be held on September 6, 2012.

ADOPTED this 9th day of August, 2012.

BOARD OF COUNTY COMMISSIONERS

Chair

Recording Secretary

EXHIBIT "A"

BOUNDARY DESCRIPTION FOR PROPOSED ROAD DISTRICT IN GOVERNMENT CAMP

A tract of land, as shown on attached exhibit "B", located in Sections 13, 23 and 24, Township 3 South, Range 8 East and Sections 13, 14, 23 and 24, Township 3 South, Range 8 1/2 East, of the Willamette Meridian, Clackamas County, Oregon, being more particularly described as follows:

1. Beginning at the northwest corner of the plat of "ALPENGLADE PARK" (Plat No. 2371), Survey Records of Clackamas County;
2. thence East, along the north line of said "ALPENGLADE PARK" and the north line of the plat of "GOVERNMENT CAMP PARK No. 2" (Plat No. 616), Survey Records of Clackamas County, a distance of 1,301.24 feet, more or less, to the northeast corner of said plat of "GOVERNMENT CAMP PARK No. 2;
3. thence continuing East a distance of 3,320 feet to a point;
4. thence South a distance of 200 feet to a point;
5. thence West a distance of 300 feet to a point;
6. thence South a distance of 1,120 feet, more or less, to a point on the north line of Section 24, Township 3 South, Range 8 1/2 East, W.M.;
7. thence East, along the north line of said Section 24, Township 3 South, Range 8 1/2 East, a distance of 300 feet to a point;
8. thence South a distance of 1,520 feet, more or less, feet to a point that is 300 feet south of the north line of the south 1/2 of the northwest 1/4 of said Section 24, Township 3 South, Range 8 1/2 east;
9. thence West, parallel with the north line of the south 1/2 of the northwest 1/4 of said Section 24, Township 3 South, Range 8 1/2 East, a distance of 2,000 feet, more or less, to the east line of that certain tract of land (Assessor's map 3 81/2E 23AD, TL 100) conveyed to STILL CREEK DEVELOPMENT CO., by the deed recorded as instrument No. 93-89796, Deed Records of Clackamas County;
10. thence Southerly, along the east line of said STILL CREEK DEVELOPMENT CO. tract, a distance of 1,020 feet, more or less, to the southeast corner thereof;
11. thence Westerly, along the south line of said STILL CREEK DEVELOPMENT CO. tract and the south line of that certain tract of land (Assessor's map 3 81/2E 23AC, TL 100) conveyed to Michael E. Menashe, by the deed recorded as instrument No. 2001-04825, Deed Records of Clackamas County, a distance of 2,160 feet, more or less, to the southeast corner of Parcel 2, Partition Plat No. 2002-64, Survey Records of Clackamas County;
12. thence South a distance of 130 feet to a point;
13. thence West a distance of 200 feet to a point;
14. thence South a distance of 150 feet to a point;
15. thence West a distance of 880 feet to a point;
16. thence South 50° West a distance 350 feet to a point;
17. thence West a distance of 350 feet to a point;

18. thence North a distance of 100 feet to a point;
19. thence North 59° East, a distance of 300 feet, more or less, to a point that is south (measured along a line that is parallel with the east line of the southeast 1/4 of Section 24, Township 3 South, Range 8 East, W.M.) of the most westerly corner of that certain tract of land (Assessor's map 3 8E 24A, TL 401) conveyed to H. SKI CORP., an Oregon corporation, referred to as PARCEL II in the deed recorded as instrument No. 87-54912, Deed Records of Clackamas County;
20. thence North, parallel with the east line of the southeast 1/4 of Section 24, Township 3 South, Range 8 East, W.M., a distance of 250 feet, more or less, to the most westerly corner of said H. SKI CORP. tract;
21. thence North 61°42'15" East, along the northwesterly line of said H. SKI CORP. tract and also along the southeasterly line of that certain tract of land (Assessor's map 3 8E 24A, TL 403) conveyed to SUNRIVER ENVIRONMENTAL, L.L.C., an Oregon limited liability company, by the deed recorded as instrument No. 2000-03576, Deed Records of Clackamas County, a distance of 1092.09 feet, more or less, to a point on the east line of said Section 24, Township 3 South, Range 8 East, and the most easterly southeast corner of said SUNRIVER ENVIRONMENTAL, L.L.C. tract;
22. thence North 01°15'54" East, along the east line of said SUNRIVER ENVIRONMENTAL, L.L.C. tract, a distance of 773.56 feet to the most easterly northeast corner thereof;
23. thence North 88°44'06" West, along the northerly line of said SUNRIVER ENVIRONMENTAL, L.L.C. tract, a distance of 300.00 feet to a Brass Cap;
24. thence North 52°17'40" West, continuing along the northerly line of said SUNRIVER ENVIRONMENTAL, L.L.C. tract, a distance of 369.15 feet to a Brass Cap;
25. thence North 01°15'54" East, along the most northerly east line of said SUNRIVER ENVIRONMENTAL, L.L.C. tract, a distance of 246.98 feet to a Brass Cap on the south right-of-way line of Mt. Hood Highway No. 26;
26. thence North 86°30'00" West, along the northerly line of said SUNRIVER ENVIRONMENTAL, L.L.C. tract and said south right-of-way line of Mt. Hood Highway No. 26, a distance of 833.13 feet to a point;
27. thence South 03°30'00" West, continuing along the northerly line of said SUNRIVER ENVIRONMENTAL, L.L.C. tract and said south right-of-way line of Mt. Hood Highway No. 26, a distance of 55.32 feet to a point;
28. thence North 86°30'00" West, continuing along the northerly line of said SUNRIVER ENVIRONMENTAL, L.L.C. tract and said south right-of-way line of Mt. Hood Highway No. 26, a distance of 500.00 feet to a Brass Cap at the most northerly northwest corner of said SUNRIVER ENVIRONMENTAL, L.L.C. tract;
29. thence South 00°34'10" West, along the most northerly west line of said SUNRIVER ENVIRONMENTAL, L.L.C. tract, a distance of 430.95 feet to a Brass Cap;
30. thence North 88°33'15" West, along the most westerly north line of said SUNRIVER ENVIRONMENTAL, L.L.C. tract, a distance of 742.63 feet to the most westerly northwest corner thereof;
31. thence Southwesterly a distance of 540 feet, more or less, to a point at the intersection of the centerline of Forest Service Road No. 126 and the most southerly branch of Camp Creek;
32. thence Westerly, along the thread of said southerly branch of Camp Creek, a distance of 1,000 feet, more or less, to a fork in said Creek where said southerly branch intersects the branch of Camp Creek feeding from Collins Lake;
33. thence continuing Westerly, along the thread of said Camp Creek feeding from Collins Lake, 100 feet to a point;

34. thence, leaving said Camp Creek feeding from Collins Lake, South a distance of 200 feet to a point;
35. thence Westerly, parallel to said Camp Creek feeding from Collins Lake, a distance of 500 feet to a point;
36. thence North a distance of 200 feet to a point in said Camp Creek feeding from Collins Lake;
37. thence Westerly, along the thread of said Camp Creek feeding from Collins Lake, a distance of 850 feet to a point;
38. thence North a distance of 450 feet, more or less, to a point on the south right-of-way line of Mt. Hood Highway No. 26;
39. thence Easterly, along the south right-of-way line of said Mt. Hood Highway No. 26, a distance of 450 feet, more or less, to a point at the intersection of said south right-of-way line of said Mt. Hood Highway No. 26 and the northerly right-of-way line of Old Mt. Hood Loop Highway;
40. thence Easterly, along said northerly right-of-way line of Old Mt. Hood Loop Highway, a distance of 1,550 feet, more or less, to a point at the intersection of said northerly right-of-way line of Old Mt. Hood Loop Highway and said south right-of-way line of said Mt. Hood Highway No. 26;
41. thence North a distance of 150 feet, more or less, to a point on the north right-of-way line of Mt. Hood Highway No. 26;
42. thence Easterly, along the north right-of-way line of Mt. Hood Highway No. 26, a distance of 420 feet, more or less, to a point at the intersection of said north right-of-way line of Mt. Hood Highway No. 26 and said northerly right-of-way line of Old Mt. Hood Loop Highway;
43. thence Northeasterly, along said northerly right-of-way line of Old Mt. Hood Loop Highway, a distance of 350 feet, more or less, to a point on the west line of the Plat of "IDA DARR SUBDIVISION" (Plat No. 677), Survey Records of Clackamas County;
44. thence Northerly, along the west line of said Plat of "IDA DARR SUBDIVISION" and the northerly extension thereof, a distance of 1,900 feet, more or less, to a point at the intersection of the northerly extension of the west line of said Plat of "IDA DARR SUBDIVISION" and the westerly extension of the north line of the plat of "ALPENGLADE PARK" (Plat No. 2371), Survey Records of Clackamas County;
45. thence Easterly, along the westerly extension of the north line of said plat of "ALPENGLADE PARK", a distance of 2,700 feet, more or less, to the Point of Beginning.

Containing 560 Acres, more or less.