



NORTH CLACKAMAS
PARKS & RECREATION DISTRICT

BOARD OF DIRECTORS MEETING
AGENDA

Date: January 28, 2026
Time: 6:00 p.m.
Location: Concord Community Center (3811 S.E. Concord Road, Milwaukie, Oregon 97627)
or [join virtually \(via Zoom\)](#)

1. CALL TO ORDER

- a. Roll Call
- b. Pledge of Allegiance

2. PUBLIC COMMENTS

(The Chair of the Board will call for statements from people regarding issues relating to District governance. It is the intention that this portion of the agenda shall be limited to items of District business which are properly the object of Board consideration and may not be of a personal nature. Testimony is limited to three (3) minutes. Comments shall be respectful and courteous to all.)

3. PRESENTATION

- a. Report: Chair of the District Advisory Committee (Sheila Shaw)

4. BOARD DISCUSSION ITEMS:

- a. Briefing: Status of District Finances
- b. Review a Technical Assistance Request to the Trust for Public Land to Research District Funding Options

5. CONSENT AGENDA

(The following Items are considered routine, and therefore will not be allotted individual discussion time on the agenda. 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. Approval of Meeting Minutes from October 29, 2025 NCPRD Board Meeting

6. DISTRICT ADMINISTRATOR & DISTRICT DIRECTOR UPDATE

7. BOARD COMMUNICATIONS

8. ADJOURN



NORTH CLACKAMAS
PARKS & RECREATION DISTRICT
Administration

Kia Selley, RLA, Director
North Clackamas Parks and Recreation District 3811
SE Concord Road
Milwaukie, OR 97267

January 28, 2026

BCC Agenda Date/Item:

Board of County Commissioners
Acting as North Clackamas Parks and Recreation District Board of Directors

Status of District Finances

Previous Board Action/Review	October 29, 2025 – Board of Directors Meeting Status of District Finances October 2, 2025 – Board of Directors Approved Supplemental Budget July 30, 2025 – Board of Directors Meeting NCPRD Financial Update June 18, 2025 – Board of Directors Adopted Fiscal Year 2025-2026 Budget		
Performance Clackamas	<ul style="list-style-type: none">• Build public trust through good government• Honor, utilize, promote and invest in our natural resources		
Counsel Review	N/A	Procurement Review	N/A
Contact Person	Kia Selley	Contact Phone	971-337-6867

EXECUTIVE SUMMARY: The North Clackamas Parks & Recreation District (NCPRD) Fiscal Year 2025-2026 Budget was approved by the NCPRD Board on June 18, 2025, with a total budget of \$40,985,062. The Adopted Budget includes budget reductions to reduce reliance on District savings. A supplemental budget was approved October 2, 2025, and resulted in a net budget increase of \$1,803,106 for capital project expenditures that were allocated in the budget last fiscal year but completed in the current fiscal year.

Although funding was eliminated as of December 31, 2025, for transportation to/from the Milwaukie Community Center and for the fifth day of operations at the Milwaukie Community Center, these services have been restored until June 30, 2026, through partnerships and collaboration. Local non-profit, Impact NW, is now providing transportation up to three days each week with grant funding. The fifth day of service at the Center has been made possible through a generous donation by the Milwaukie Community Center Foundation allowing NCPRD to continue programs, congregate meals and drop-in access to the community on Fridays.

Current fiscal year revenues and expenditures are trending below the adopted budget. Based on year-to-date performance and projections for the next six months, we anticipate closing the fiscal year under budget.

Financial Forecast and Fiscal Year 2026-27 Budget Planning

District revenues are not keeping pace with inflation largely due to the District's low permanent tax rate. This shortfall required budget reductions in the current fiscal year, and further reductions will be required for the next fiscal year, with a funding cliff forecasted in fiscal year 2031-32.

There is some good news in the short term however, as the estimated \$622,025 funding gap forecasted earlier this fall has been reduced by an estimated \$207,985. This change in the forecast is due to cost-cutting measures implemented last fiscal year and those planned for the current year. For fiscal year 2026-27, the budget gap is now estimated at \$414,040. Outlined below are strategies under consideration for closing the funding gap next fiscal year.

Revenue Increase

- Milwaukie Community Center Foundation donation (for Milwaukie Community Center) and the Friends of the Oak Grove Community Council Heart of the Community Campaign donation (for Concord Community Center).

Recreation Programming Reductions

- Aquatics annual maintenance shutdown two-week extension (staff and materials savings)
- Aquatics janitorial reduction (services savings)
- Sports and enrichment class reductions (staff and materials savings)
- Special event reductions such as holiday celebrations (staff and materials savings)
- Tournament/League event cancellations such as Fast Pitch Tournament (staff and materials savings)

Targeting Hiring Freeze

- Postpone recruitment for some unfilled staff positions (staff savings)

RECOMMENDATION: None. Informational update only.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kia Selley", written over a light blue rectangular background.

Kia Selley, *RLA*, Director
North Clackamas Parks and Recreation District

NCPRD General Fund Forecast FY 26-27 through FY 31-32

	Actuals FY 23-24	Actuals FY 24-25	Adopted FY 25-26	YE Projected FY 25-26	Projected FY 26-27	Projected FY 27-28	Projected FY 28-29	Projected FY 29-30	Projected FY 30-31	Projected FY 31-32
Beginning Fund Balance	14,899,100	15,439,037	8,338,694	8,934,824	9,026,539	8,612,499	7,962,076	7,037,768	5,795,996	4,404,625
Taxes	7,087,992	7,322,188	7,570,000	7,570,000	7,797,100	8,031,013	8,271,943	8,520,102	8,775,705	9,038,976
Federal, State, Local, All Other Gifts & Donations	505,897	268,480	243,700	247,763	250,241	252,743	255,270	257,823	260,401	263,005
Charges, Fees, License, Permits	2,797,832	2,722,156	2,886,733	2,666,213	2,746,199	2,842,316	2,941,797	3,030,051	3,120,953	3,214,581
All Other Revenue Resources	1,229,160	1,121,603	737,728	750,670	475,698	490,946	466,393	430,900	382,723	328,577
Transfer in	17,979	16,446	145,569	94,942	99,689	104,674	109,907	115,403	118,865	122,431
Operating Revenue	11,638,860	11,450,873	11,583,730	11,329,588	11,368,927	11,721,692	12,045,312	12,354,279	12,658,647	12,967,570
% Change from prior year	N/A	-2%	1%	-2%	0%	3%	3%	3%	2%	2%
Personnel Services*	7,497,741	7,945,023	7,713,538	7,394,038	7,763,740	8,151,927	8,559,523	8,987,499	9,257,124	9,534,838
Materials and Services	3,176,800	3,075,986	3,987,045	3,827,835	4,019,227	4,220,188	4,410,097	4,608,551	4,792,893	4,984,609
Transfer Out	424,381	6,934,077	10,500	16,000	-	-	-	-	-	-
Operating Expense	11,098,922	17,955,086	11,711,083	11,237,873	11,782,967	12,372,115	12,969,620	13,596,050	14,050,017	14,519,447
% Change from prior year	N/A	62%	-35%	-4%	5%	5%	5%	5%	3%	3%
Net Operating Income (Loss)	539,938	(6,504,213)	(127,353)	91,715	(414,040)	(650,423)	(924,308)	(1,241,772)	(1,391,371)	(1,551,876)
Ending Fund Balance	15,439,038	8,934,824	8,211,340	9,026,539	8,612,499	7,962,076	7,037,768	5,795,996	4,404,625	2,852,749
Contingency	-	-	2,000,000	-	1,178,297	1,237,211	1,296,962	1,359,605	1,405,002	1,451,945
Reserves	-	-	6,211,341	-	7,434,202	6,724,864	5,740,806	4,436,391	2,999,623	1,400,804
Unappropriated Ending Fund Balance	15,439,038	8,934,824	-	9,026,539	-	-	-	-	-	-

Assumptions:

- ~Taxes - Property assessed value growth 3%
- ~Contributions & Donation growth: 1%
- ~Fees & Charges growth: FY 26-27 3%, Yr 2-3: 3.5%, Yr 4+: 3%
- ~CPI growth: Yr 1 2: 5.0%, Yr 3 4: 4.5%, and Yr 5: 4.0%
- ~Contract Employees: Yr 1 4: 5.0% and 3% forward
- ~Contingency is minimum 5% of Operating Expense per policy - FY 25-26 Budget is roughly 17%; Yr: 1-5+ 10%

*NCPRD staff are contracted through Clackamas County and are accounted for in Materials & Services. For the purposes of this forecast, staff costs are shown under Personnel Services.

Other Notes:

- ~Decrease in All Other Revenue between FY 24-25 Actuals and FY 25-26 YE Projected Budget is the loss in interest from a lower fund balance.
- ~Transfer In aligns with Transfers Out under the SDCs for staff time spent on SDC eligible projects
- ~The park, playground, and phase I community center improvements located at the Concord property are covered by SDCs from each zone since the property amenities are considered a district-wide asset. The rate in which the project can be covered by SDCs is 53.5%. The share of SDCs to be used on Concord will be 45% in an effort to conserve use of SDCs for other projects. The share of SDCs to be used is computed after sale proceeds and awarded grants have been subtracted.

FY 25-26 Adopted Budget - Transfer Out for \$10,500 detail:

\$4,500 System Plan

\$6,000 Trails Master Plan

~Major changes in between the FY 25-26 Adopted and Year-End Projection columns include:

Actual beginning fund balance came in higher than anticipated due to revenues coming in higher and expenditures coming in lower than expected.

The delayed opening of the Concord Community Center resulted in cancelled programming, directly affecting revenue and related expenses.

The Recreation program has opted not to fill a vacant Recreation Coordinator position.

NCPRD Capital Repair & Replacement Program Forecast FY 26-27 through FY 30-31 (5-Year)

	Actuals FY 22-23	Actuals FY 23-24	Actuals FY 24-25	Adopted FY 25-26	YE Projected FY 25-26	Projected FY 26-27	Projected FY27-28	Projected FY28-29	Projected FY29-30	Projected FY30-31
Beginning Fund Balance	3,339,189	3,183,190	3,027,185	2,716,965	2,935,337	1,594,537	1,154,118	695,894	219,143	(285,626)
Federal, State, Local, All Other Gifts & Donations	-	45,000	25,000	-	-	-	-	-	-	-
All Other Revenue Resources	95,252	151,842	162,246	109,000	109,000	63,781	46,165	27,836	-	-
Operating Revenue	95,252	196,842	187,246	109,000	109,000	63,781	46,165	27,836	-	-
% Change from prior year	N/A	107%	72%	0%	71%	38%	66%	NA	NA	NA
Materials and Services	9,697	3,690	3,801	4,000	4,000	4,200	4,389	4,587	4,770	4,961
Capital Outlay	241,554	349,157	275,293	1,943,500	1,445,800	500,000	500,000	500,000	500,000	500,000
Total Expense	251,251	352,847	279,094	1,947,500	1,449,800	504,200	504,389	504,587	504,770	504,961
% Change from prior year	N/A	40%	-86%	34%	188%	0%	0%	0%	0%	NA
Net Income (Loss)	(155,999)	(156,005)	(91,848)	(1,838,500)	(1,340,800)	(440,419)	(458,224)	(476,751)	(504,770)	(504,961)
Ending Fund Balance	3,183,190	3,027,185	2,935,337	878,465	1,594,537	1,154,118	695,894	219,143	(285,626)	(790,587)
Contingency	-	-	-	878,465	-	230,824	139,179	43,829	(57,125)	(158,117)
Reserves	-	1,405,736	-	-	-	923,295	556,715	175,315	(228,501)	(632,470)
Unappropriated Ending Fund Balance	3,183,190	1,621,449	2,935,337	-	1,594,537	-	-	-	-	-

Assumptions:

~All Other Revenue Resources growth 4%

~CPI growth: Yr 1 2: 5.0%, Yr 3 4: 4.5%, and Yr 5+: 4.0%

Other Notes:

~Capital Repair and Replacement is a program within the NCPRD Capital Projects Fund 480.

Updated as of 1/19/26 kg

NCPRD Capital Improvement Projects Program Forecast

	Actual FY 22-23	Actual FY 23-24	Actuals FY 24-25	Adopted FY 25-26	YE Projected FY 25-26
Beginning Fund Balance	4,143,090	3,397,665	1,371,700	4,280,706	3,377,640
Federal, State, Local, All Other Gifts & Donations	-	114,255	617,196	887,000	1,855,922
All Other Revenue Resources	114,187	140,828	6,409,552	170,000	170,000
Transfer in	234,284	514,586	10,325,338	1,010,500	2,844,358
Total Revenue	348,471	769,669	17,352,086	2,067,500	4,870,280
% Change from prior year	N/A	121%	739%	169%	-72%
Materials and Services	12,044	3,826	4,222	10,000	10,000
Capital Outlay	1,081,853	2,791,808	15,341,924	2,897,500	4,756,106
Total Expense	1,093,897	2,795,634	15,346,146	2,907,500	4,766,106
% Change from prior year	N/A	156%	428%	4%	-69%
Net Income (Loss)	(745,426)	(2,025,965)	2,005,940	(840,000)	104,174
Ending Fund Balance	3,397,664	1,371,700	3,377,640	3,440,706	3,481,814
Contingency	-	-	-	1,926,146	-
Reserves	-	-	-	1,514,560	-
Unappropriated Ending Fund Balance	3,397,664	1,371,700	3,377,640	-	3,481,814

Other Notes:

~Capital Improvement Projects is a program within the NCPRD Capital Projects Fund 480.

~Not forecasting further than FY 25-26 Adopted Budget as future activities for Capital Projects will be determined by the System Plan currently in process.

~FY 25-26 Beginning Fund Balance is from SDCs, NCPRD General Fund, property acquisition costs, and grant funds

~\$514,560 of beginning fund balance is from Trimet to fund a TriMet approved project for the Trolley Trail on the north side of North Clackamas Park.

~The park, playground, and phase I community center improvements located at the Concord property are covered by SDCs from each zone since the property amenities are considered a district-wide asset. The rate in which the project can be covered by SDCs is 53.5%. The share of SDCs to be used on Concord will be 45% in an effort to conserve SDCs for other projects. The share of SDCs to be used is computed after sale proceeds and awarded grants have been subtracted.

~NCPRD will present a supplemental budget in the 1st quarter of FY 25-26 to account for the changes in the budget

YE Projected FY 25-26 in Capital Outlay for \$4,766,106 includes:

\$10,000 System Plan

\$6,000 Trails Master Plan

\$30,000 SDC Methodology

\$80,000 Park at the Justice Property

\$2,308,358 Concord Park and Community Center

\$1,297,000 Park at Jennings Lodge

\$24,748 70th & Monroe Property

\$1,000,000 Potential land acquisition identified by the System Plan

*Overall budgets for the projects listed have not changed; timing of the projects have shifted.

NCPRD SDC Fund Forecast FY24-25 through FY30-31 (5-Year)
Summary of all Funds (281-283)

	Actuals FY 22-23	Actuals FY 23-24	Actuals FY 24-25	Adopted FY 25-26	YE Projected FY 25-26	Projected FY 26-27	Projected FY 27-28	Projected FY 28-29	Projected FY 29-30	Projected FY 30-31
Restricted Beginning Fund Balance	10,903,099	11,716,681	13,507,450	10,408,467	12,328,833	10,830,533	12,174,879	13,533,822	14,907,983	16,297,716
Charges, Fees, License, Permits	766,561	1,319,150	1,617,181	1,069,000	1,069,000	1,074,345	1,079,717	1,085,115	1,090,541	1,095,994
All Other Revenue Resources	322,502	603,373	643,453	411,000	411,000	427,440	444,538	462,319	480,812	500,044
Total Revenue	1,089,063	1,922,523	2,260,634	1,480,000	1,480,000	1,501,785	1,524,254	1,547,434	1,571,353	1,596,038
% Change from prior year	N/A	77%	18%	-35%	0%	1%	1%	2%	2%	2%
Materials and Services	20,858	23,571	31,543	55,000	55,000	57,750	60,638	63,366	66,218	68,866
Transfer Out	254,622	108,184	3,407,707	1,145,569	2,923,300	99,689	104,674	109,907	115,403	118,865
Total Expense	275,480	131,755	3,439,250	1,200,569	2,978,300	157,439	165,311	173,273	181,620	187,731
% Change from prior year	N/A	-52%	2510%	-65%	148%	-95%	5%	5%	5%	3%
Net Income (Loss-or use of fund balance)	813,583	1,790,768	(1,178,616)	279,431	(1,498,300)	1,344,346	1,358,943	1,374,161	1,389,732	1,408,307
Ending Fund Balance	11,716,682	13,507,449	12,328,834	10,687,898	10,830,533	12,174,879	13,533,822	14,907,983	16,297,716	17,706,023
Contingency	-	-	-	10,687,898	-	2,000,000	2,000,000	2,000,000	2,000,000	2,000,001
Reserves	-	-	-	-	-	10,174,879	11,533,822	12,907,983	14,297,716	15,706,022
Unappropriated Ending Fund Balance - Restricted	11,716,682	13,507,449	12,328,834	-	10,830,533	-	-	-	-	-

Assumptions:

- ~Charges, Fees, License, Permits growth at 0.5%
- ~All Other Revenue Resources growth at 4%
- ~CPI growth: Yr 1 2: 5.0%, Yr 3 4: 4.5%, and Yr 5: 4.0%
- ~Transfer Out align with Transfers In under the NCPRD General Fund for staff time spent on SDC eligible projects

Other Notes:

- ~SDCs collected may only be spent on new development and cannot be used to maintain existing assets or operations. Under Oregon Revised Statute (ORS) 223.297-223.314, Oregon state law authorizes local governments to assess SDCs and specifies how, when, and for what improvements they can be imposed.
- ~Collection of SDCs is unpredictable and trend with the state of the economy and feasibility to build.
- ~The park, playground, and phase I community center improvements located at the Concord property are covered by SDCs from each zone since the property amenities are considered a district-wide asset. The rate in which the project can be covered by SDCs is 53.5%. The share of SDCs to be used on Concord will be 45% in an effort to conserve SDCs for other projects. The share of SDCs to be used is computed after sale proceeds and awarded grants have been subtracted.
- ~NCPRD will present a supplemental budget in the 1st quarter of FY 25-26 to account for the changes in the budget
- ~The NCPRD System Plan will no longer be supplemented by the use of SDCs

FY 25-26 YE Projected Budget \$2,923,300

\$410,000 Park at Jennings Lodge

\$80,000 Park at Justice Property

\$30,000 SDC Methodology

\$2,308,358 Concord Park and Community Center

\$94,942 staff time on SDC eligible projects

*Overall budgets for the projects listed have not changed; timing of the projects have shifted.

Updated as of 1/19/26 kg



NORTH CLACKAMAS
PARKS & RECREATION DISTRICT
Administration

Kia Selley, RLA, Director
North Clackamas Parks and Recreation District 3811
SE Concord Road
Milwaukie, OR 97267

January 28, 2026

BCC Agenda Date/Item: _____

Board of County Commissioners
Acting as North Clackamas Parks and Recreation District Board of Directors

Review a technical assistance request with the Trust for Public Land to research District funding options. No NCPRD General Funds and no County General Funds are involved.

Previous Board Action/Review	October 29, 2025 – Board of Directors Meeting Contracting of Consultant for Research on District Funding Structure		
Performance Clackamas	<ul style="list-style-type: none">• Build public trust through good government• Honor, utilize, promote and invest in our natural resources		
Counsel Review	N/A	Procurement Review	N/A
Contact Person	Kia Selley	Contact Phone	971-337-6867

EXECUTIVE SUMMARY: The North Clackamas Parks and Recreation District (“District”) was formed in 1990 by voters. The District’s largest source of General Fund revenue is from a fixed, permanent tax rate of \$0.5382 per \$1,000 of assessed value; the District does not receive any County General Funds. This rate has not increased since the District was formed. Of the five park and recreation districts in Oregon, NCPRD has the lowest tax rate. The table below is provided for comparison purposes.

District	THPRD	Bend	NCPRD	Willamalane	Chehalem
Size of Resident Population	250,000	108,508	106,739	60,000	38,000
Tax Rate	\$1.31	\$1.46	\$0.54	\$2.01	\$0.91
Levy + Bond Rate	\$0.50 \$0.28	\$0.16	\$0	\$0.18	\$0.32

With a low permanent tax rate that has not increased since 1990, the largest source of District revenue is not keeping pace with inflation. Significant budget reductions were required for the current fiscal year budget and further reductions will be required for next fiscal year, with a funding cliff forecasted in fiscal year 2031-32. To deliver a level of service that meets the needs and wants of the community, a higher millage rate is necessary to provide an ongoing and stable revenue stream.

In October 2025, the Board authorized NCPRD staff to hire consultants to investigate options for the District funding structure. As part of that work, staff coordinated with local partner and regional trails and open space non-profit, The Intertwine Alliance. The Intertwine coordinates the work of regional parks and recreation organizations and supports funding initiatives, and recently introduced NCPRD to national non-profit, The Trust for Public Land (TPL). TPL has over 25 years of conservation finance experience, nationwide expertise, and an 84% passage rate with funding initiatives including recent experience in Oregon and Washington. In Oregon, TPL most recently helped pass a 2025 tax levy renewal for Portland Parks and Recreation and is now advising Willamalane Park and Recreation District on a new measure for

2026. In Washington, TPL helped King County Parks and recreation pass a tax levy last year and is advising Tacoma Parks to help pass a bond measure in May.

The Trust for Public Land (TPL) proposes to provide pre-referral technical assistance to NCPRD with the tasks described below. Their work builds on demonstrated need, is responsive to the community, and in collaboration with elected leaders. Campaign activities following a ballot measure referral are not included in this work.

- 1) Feasibility of funding options including a comprehensive assessment of existing funding programs; strategies and funding mechanisms to complement existing programs; exploration of the legal and political processes for implementation; and evaluation of various alternatives considering ballot measure history, constitutional and statutory limitations, and fiscal conditions and forecasts.
- 2) Public opinion polling to survey voter attitudes towards finance mechanisms that are identified in the feasibility research to inform ballot measure design and language.
- 3) Strategies for implementation including the finance strategy (such as a levy), the purpose or uses of the new funds, the duration and amount targeted, the timing of a ballot initiative, ballot language, and management accountability and protocols. The TPL Foundation is prepared to fund the feasibility research, TPL staff time, and a portion of the polling work. For TPL to commence this work and allocate Foundation funds, a signed technical assistance letter request substantially in the form of Attachment A must be signed by the Board Chair and submitted to TPL.

RECOMMENDATION: Review a technical assistance request to the Trust for Public Land to research District funding options and provide further direction to staff.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kia Selley", with a stylized flourish at the end.

Kia Selley, *RLA*, Director
North Clackamas Parks and Recreation District



NORTH CLACKAMAS
PARKS & RECREATION DISTRICT

ATTACHMENT A

January 28, 2026

Nathan Henry
Western Conservation Finance Director
Trust for Public Land
6220 SE 23rd Avenue
Portland, OR 97202

Kristin Kovalik
Oregon Program Director
Trust for Public Land
15 SW Colorado Avenue, Suite 100
Bend, OR 97702

Tara Wilkinson
Executive Director
The Intertwine Alliance
P.O. Box 14039
Portland, OR 97293

Dear Mr. Henry and Ms. Wilkinson:

On behalf of the North Clackamas Parks and Recreation District (NCPRD), I would like to request technical assistance from Trust for Public Land and The Intertwine in connection with our efforts to finance parks, trails, open spaces, programming, and other community and conservation priorities. As part of your advice and assistance, I understand you may undertake feasibility research, conduct public opinion surveys, and develop strategies for our consideration.

I am interested not only in the factual information that you can provide, but also your organizations' opinions and recommendations on public financing measures available to NCPRD. This could include the public's priorities and attitudes concerning outdoor recreation, parks, trails, natural areas, and other aspects of land and water conservation.

Information provided to NCPRD will be public record as a matter of law. This request does not in any way commit public funds to the efforts of Trust for Public Land and The Intertwine Alliance related to this request, nor does it require public disclosure of any confidential information of the organization.

This request will continue in effect for any advice you offer or presentations you submit for the use of this body related to such measures. In addition, I would like to take this opportunity to request that you continue to be available to provide technical advice and assistance in this area and on related matters in the future.

Sincerely,

Craig Roberts, Chair
North Clackamas Parks & Recreation District Board of Directors



Date: Wednesday, October 29, 2025
Time: 6:00 p.m.
Location: Milwaukie Community Center (5440 SE Kellogg Creek Dr. Milwaukie, OR 97222) or virtually (via Zoom)

This meeting was recorded, and the video is available on the NCPRD website at
<https://ncprd.org/public-meetings>
These minutes document action items approved at the meeting

PRESENT:

NCPRD Board Chair Craig Roberts
NCPRD Board Director Diana Helm
NCPRD Board Director Paul Savas
NCPRD Board Director Martha Schrader
NCPRD Board Director Ben West
District Administrator Gary Schmidt
District Counsel Jeff Munns
NCPRD Director Kia Selley
Clerk to the Board Andrew Jarocki

1. CALL TO ORDER

- a. Roll Call
- b. Pledge of Allegiance

2. PUBLIC COMMENTS

- Grover Bornefeld – Expressed appreciation for recent accomplishments, recommended forming a task force to coordinate collaboration between the two community centers.
- Dave Cadwallader – Advocated for the completion of the Milwaukie Bay Park project.
- Lisa Lashbrook – Advocated for the completion of the Milwaukie Bay Park project.
- Hamid Shibata Bennett – Advocated for the completion of the Milwaukie Bay Park project.
- Laura Jenks – Advocated for the completion of the Milwaukie Bay Park project.
- Jacob Sherman – Advocated for the completion of the Milwaukie Bay Park project.
- Mark Elliott – Expressed support for transferring responsibility of the Milwaukie Bay Park project to the City of Milwaukie and recommended development of intergovernmental agreements.

- (Virtual) Jeanette DeCastro – Expressed strong support for adopting the system plan, exploring future funding sources, and continuing collaborative efforts on park projects across the District.

3. PRESENTATION

- a. Report from the Chair of the District Advisory Committee (Sheila Shaw)
DAC Chair Shaw reported that the District Advisory Committee unanimously approved bylaw changes allowing alternates to enhance participation, supported adoption of the system plan reflecting community input, and highlighted the successful opening of the Concord Community Center as a major milestone for community engagement and collaboration.

4. BOARD DISCUSSION ITEMS

- a. **Action: Final System Plan**

Erin Reome, NCPRD Planning & Development Director, presented the 2025 NCPRD System Plan, a comprehensive 20-year roadmap developed through extensive community engagement and data analysis to guide equitable investment in parks and recreation. The plan outlines four guiding themes—Care for and Invest in Parks and Recreation, Connect to Nature, Play for All, and Enrich Our Community—and prioritizes short-, mid-, and long-term capital projects based on need, equity, and facility condition to ensure sustainable, data-driven growth across the district.

Director Savas moved to approve the final System Plan as presented. Director Helm seconded. Motion passed 4-0.

- b. **Action: District Advisory Committee Bylaws Update**

Kia Selley, NCPRD Director, presented proposed revisions to the District Advisory Committee (DAC) bylaws, aligning them with the 2021 board-approved recruitment and nomination policy document prepared by the Task Force. Key updates include streamlining the nomination process, allowing youth participation with guardian consent, introducing subarea alternates to ensure consistent representation, and adding minor clarifications to improve continuity and flexibility in committee operations.

Director Schrader moved to approve the proposed changes to the District Advisory Committee Bylaws. Director Helm seconded. Motion passed 4-0.

- c. **Briefing: Status of District Finances**

Director Selley provided an update on NCPRD finances, reporting that current revenues and expenses are tracking with the approved budget, services remain robust despite prior reductions, and a funding gap of \$622,000 is forecasted for FY 2026–27. Efforts are underway

to identify new revenue sources, maintain core programs, optimize expenses, and plan for long-term financial sustainability amid rising costs and limited tax revenue.

d. Action: Contracting of Consultant for Research on District Funding Structure

Director Selley requested approval to procure consulting services to develop a funding strategy aimed at ensuring NCPRD's long-term financial stability while addressing growing community needs. The consultant will evaluate funding scenarios, engage residents for input, and gather data to inform a strategy that balances maintaining current services with expanding offerings, ensuring broad community support and sustainable revenue growth.

Director Helm moved to approve the procurement of consultant services as proposed.

Director Schrader seconded. Motion passed 4-0.

5. CONSENT AGENDA

- a. Approval of Meeting Minutes from July 30, 2025, NCPRD Board Meetings.

Director Helm moved to approve the Consent Agenda. Director Schrader seconded.

Motion passed 4-0.

6. DISTRICT ADMINISTRATOR & DISTRICT DIRECTOR UPDATE

- a. **District Administrator Schmidt** highlighted the successful grand opening of the Concord Park and Community Center, a project decades in the making, and expressed gratitude to the NCPRD Board, Director Selley and her staff, and community members for their leadership and contributions to this milestone achievement.
- b. **District Director Selley** introduced two new staff members: Erich Brill, the new Parks and Facilities Maintenance Division Director, and Todd Wheeler, the new Aquatics Manager.

7. BOARD COMMUNICATIONS

- a. **Director Schrader** reflected on the success of the Concord Park and Community Center opening and emphasized the value of past and ongoing collaborative projects across the district and encouraged continued partnership with the city of Milwaukee.
- b. **Director Savas** reflected on progress and ongoing challenges in developing parks in the unincorporated areas, acknowledged staff efforts in securing grants, and emphasized the need for confidentiality, good faith negotiations, and protecting district assets amid discussions about potential separation from the city of Milwaukee.
- c. **Director Helm** reflected on the joy of the Concord Park and Community Center grand opening, shared her perspective as a new board member navigating the NCPRD/Milwaukee challenges, and emphasized the need for honesty, transparency, and collaborative problem-solving to achieve a resolution.

- d. **Chair Roberts** emphasized that he is actively listening to community concerns and acknowledged long-standing frustrations while expressing optimism about finding common-ground solutions, highlighting the need for continued dialogue, determination, and community partnership to achieve sustainable solutions.

8. ADJOURN

DRAFT