



NORTH CLACKAMAS PARKS & RECREATION DISTRICT

Administration

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

June 5, 2025

BCC Agenda Date/Item: _____

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

Approval of a Board Order authorizing an application to allocate Metro Local Share Bond funds for park improvements at the Jennings Lodge Campus. Application Value is \$808,386. Funding is through the Metro. No County General Funds are involved.

Previous Board Action/Review	<p>June 14, 2024 – Business Meeting. Approval of an updated Intergovernmental Agreement with Oregon City School District for development and ongoing provision of park facilities at the Jennings Lodge Elementary School property.</p> <p>June 29, 2023 – Business Meeting. Approval of a professional services contract with Mackenzie Engineering, Inc. for planning and design to develop a neighborhood park at Jennings Lodge Elementary School property.</p> <p>February 2, 2023 – Business Meeting. Approval of a Board Order recommending to Metro Regional Government that the Concord Community Park be the first NCPRD project to use Metro Local Share Bond Funding.</p> <p>September 6, 2023 – Issues Meeting. Approval of an IGA between Metro and NCPRD for the use of \$1,200,000 in Local Share Bond funding for the Concord Property.</p>		
Performance Clackamas	<ul style="list-style-type: none">• Build public trust through good government• Honor, utilize, promote and invest in our natural resources• Ensure, safe, healthy and secure communities		
Counsel Review	Yes, JM 5/15/25	Procurement Review	No
Contact Person	Alex Gilbertson	Contact Phone	(971) 430-0388

EXECUTIVE SUMMARY:

Metro's Parks and Nature bond measure allocated \$4,508,386 in local share funds to North Clackamas Parks and Recreation District (NCPRD) for projects that connect people to nature close, protect clean water and habitat, address racial equity, and make the region more resilient to climate change. Metro and the NCPRD Board of Directors approved an IGA in 2021, stipulating the conditions under which bond funds will be released to NCPRD.

On February 2, 2023, the NCPRD Board of Directors approved the use of \$1,200,000 of these Metro local share funds toward its first project, the community park at the Concord Property. Following this allocation to the Concord Property, \$3,308,386 of NCPRD's Local Share Funds remain for use on other eligible projects.

Staff is now requesting authorization to apply to allocate \$808,386 of NCPRD local share funds toward its second

For Filing Use Only

Staff Report – May 29, 2025

Page 2 of 2

project, to help fund construction of improvements at the park at Jennings Lodge Campus. Metro local share funding is one of multiple grant sources NCPRD will be utilizing to fund construction of the park at the Jennings Lodge Campus and to supplement limited NCPRD resources.

The park will occupy underutilized land owned by OCSD to provide a public park in an area that is currently park deficient, without requiring the use of NCPRD resources for property acquisition. Through an Intergovernmental Agreement (IGA) with OCSD, NCPRD will be able to construct and operate a public park at this location for a minimum of twenty years.

Allocation of \$808,386 toward development of the park at the Jennings Lodge Campus will preserve \$2,500,000 for use on other NCPRD eligible projects.

RECOMMENDATION: Staff recommends an application to Metro to allocate \$808,386 of Metro local share bond funding for the construction of a park at 18521 SE River Road, Jennings Lodge Campus.

ATTACHMENTS:

1. Board Order for Application to Metro for Local Share Fund Allocation
2. Metro Local Share Lifecycle Process Form

Respectfully submitted,



Kia Selley, RLA, Director

North Clackamas Parks and Recreation District

BEFORE THE BOARD OF COUNTY COMMISSIONERS

OF CLACKAMAS COUNTY, STATE OF OREGON

In the Matter of authorizing the North
Clackamas Parks and Recreation
District to utilize Metro local share
funds for the neighborhood park at the
Jennings Lodge Campus



Board Order No. _____

Page 1 of 2

Whereas, the Board of County Commissioners (“the Board”) serves as the governing body of the North Clackamas Parks and Recreation District (“NCPRD”), and this matter now comes before the Board for consideration; and

Whereas, the Metro regional government (“Metro”) approved a \$475 million Parks and Nature bond measure, which includes \$92 million in "local share" funds to be distributed to park providers for land acquisition and eligible capital projects; and

Whereas, through this program, NCPRD has access to \$4,508,386 in local share funding for projects that align with Metro’s criteria—such as connecting people to nature close to home, protecting clean water, restoring fish and wildlife habitat, advancing racial equity, and increasing regional resilience to climate change; and

Whereas, at its February 2, 2023 business meeting, the Board approved a Board Order recommending that Concord Community Park be the first NCPRD project to receive local share funding, allocating \$1.2 million and leaving a remaining balance of \$3,308,386 for other eligible projects; and

Whereas, NCPRD now proposes to allocate \$808,386 of the remaining local share funds toward its second project, to support construction improvements at the park located on the Jennings Lodge Campus; and

Whereas, the NCPRD District Advisory Committee (“DAC”) and the Clackamas County Board of Commissioners, acting as the NCPRD Board of Directors, have identified park improvements at the Jennings Lodge Campus as a high priority for the Jennings Lodge community, an unincorporated area situated between the cities of Milwaukie and Gladstone; and

Whereas, the Jennings Lodge neighborhood park project underwent an extensive community engagement process in 2023, which directly informed the park and playground design. NCPRD is now moving forward with design and engineering for a new park that will include a nature-based play area, a multi-use playfield, picnic areas, walking paths, benches, portable restrooms, and a small plaza for community programming; and

BEFORE THE BOARD OF COUNTY COMMISSIONERS

OF CLACKAMAS COUNTY, STATE OF OREGON

In the Matter of authorizing the North
Clackamas Parks and Recreation
District to utilize Metro local share
funds for the neighborhood park at the
Jennings Lodge Campus



Board Order No. _____

Page 2 of 2

Whereas, the Jennings Lodge Campus neighborhood park project aligns with the goals of the local share program, and Metro's local share funding will serve as one of three grant sources supporting construction, supplementing NCPRD's limited financial resources;

NOW THEREFORE, the Clackamas County Board of Commissioners do hereby order as follows:

The Clackamas County Board of Commissioners, acting as the Board of Directors of NCPRD, hereby direct NCPRD staff to submit an application to Metro to determine project eligibility for allocating \$808,386 in Metro local share bond funding for construction of a park at 18521 SE River Road, Jennings Lodge Campus.

DATED this 5th day of June, 2025

BOARD OF COUNTY COMMISSIONERS

Chair

Recording Secretary

Financial Assistance Application Lifecycle Form

Use this form to track your potential award from conception to submission.

Sections of this form are designed to be completed in collaboration between department program and fiscal staff.

If renewal or direct appropriation, complete sections I, II, IV & V only. Section III is not required.

If Disaster or Emergency Relief Funding, EOC will need to approve prior to being sent to the BCC

****CONCEPTION****

Section I: Funding Opportunity Information - To Be Completed by Requester

Direct Appropriation (no application)

Award type:

Subrecipient Award

Direct Award

Award Renewal?

Yes

No

Lead Fund # and Department:	
Name of Funding Opportunity:	

Funding Source: Federal – Direct Federal – Pass through State Local

Requestor Information: (Name of staff initiating form)	
Requestor Contact Information:	
Department Fiscal Representative:	
Program Name & Prior Project #: (please specify)	

Brief Description of Project:

--

Name of Funding Agency:

Notification of Funding Opportunity Web Address:

OR

Application Packet Attached: Yes No

Completed By:

Date:

**** NOW READY FOR SUBMISSION TO DEPARTMENT FISCAL REPRESENTATIVE ****

Section II: Funding Opportunity Information - To Be Completed by Department Fiscal Rep

Competitive Application

Non-Competing Application

Other

Assistance Listing Number (ALN), if applicable:		Funding Agency Award Notification Date:	
Announcement Date:		Announcement/Opportunity #:	
Grant Category/Title		Funding Amount Requested:	
Allows Indirect/Rate:		Match Requirement:	
Application Deadline:		Total Project Cost:	
Award Start Date:		Other Deadlines and Description:	
Award End Date			
Completed By:		Program Income Requirements:	
Pre-Application Meeting Schedule:			

Additional funding sources available to fund this program? Please describe:

How much General Fund will be used to cover costs in this program, including indirect expenses?

How much Fund Balance will be used to cover costs in this program, including indirect expenses?

In the next section, limit answers to space available.

Section III: Funding Opportunity Information - To Be Completed at Pre-Application Meeting by Dept Program and Fiscal Staff

Fiscal

1. Are there other revenue sources required, available, or will be used to fund the program? Have they already been secured? Please list all funding sources and amounts.

2. For applications with a match requirement, how much is required (in dollars) and what type of funding will be used to meet it (CGF, In-kind, local grant, etc.)?

3. Does this grant/financial assistance cover indirect costs? If yes, is there a rate cap? If no, can additional funds be obtained to support indirect expenses and what are those sources?

4. Does the grant/financial assistance fund an existing program? If yes, which program? If no, what is the purpose of the program?

Organizational Capacity:

1. Does the organization have adequate and qualified staff? If no, can staff be hired within the grant/financial assistance funding opportunity timeframe?

2. Are there partnership efforts required? If yes, who are we partnering with and what are their roles and responsibilities?

3. If this is a pilot project, what is the plan for sun setting the project and/or staff if it does not continue (e.g. making staff positions temporary or limited duration, etc.)?

4. If funded, would this grant/financial assistance create a new program, does the department intend for the program to continue after initial funding is exhausted? If yes, how will the department ensure funding (e.g. request new funding during the budget process, supplanted by a different program, etc.)?

Collaboration

1. List County departments that will collaborate on this award, if any.

Reporting Requirements

1. What are the program reporting requirements for this grant/funding opportunity?

2. How will performance be evaluated? Are we using existing data sources? If yes, what are they and where are they housed? If not, is it feasible to develop a data source within the grant timeframe?

3. What are the fiscal reporting requirements for this funding?

Mission/Purpose:


1. How does the grant/funding opportunity support the Department and/or Division's Mission/Purpose/Goals?

2. Who, if any, are the community partners who might be better suited to perform this work?

3. What are the objectives of this funding opportunity? How will we meet these objectives?

Other information necessary to understand this award, if any.


Program Approval:

		
_____ Name (Typed/Printed)	_____ Date	_____ Signature

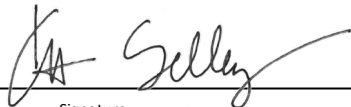
** NOW READY FOR PROGRAM MANAGER SUBMISSION TO DIVISION DIRECTOR**
ATTACH ANY CERTIFICATIONS REQUIRED BY THE FUNDING AGENCY. COUNTY FINANCE OR ADMIN WILL SIGN

Section IV: Approvals


DIVISION DIRECTOR (or designee, if applicable)

		
_____ Name (Typed/Printed)	_____ Date	_____ Signature

DEPARTMENT DIRECTOR (or designee, if applicable)

		
_____ Name (Typed/Printed)	_____ Date	_____ Signature

FINANCE ADMINISTRATION

		
_____ Name (Typed/Printed)	_____ Date	_____ Signature

EOC COMMAND APPROVAL **WHEN NEEDED FOR DISASTER OR EMERGENCY RELIEF APPLICATIONS ONLY**

_____ Name (Typed/Printed)	_____ Date	_____ Signature
-------------------------------	---------------	--------------------

Section V: Board of County Commissioners/County Administration

*(Required for all grant applications. If your grant is awarded, all grant **awards** must be approved by the Board on their weekly consent agenda regardless of amount per local budget law 294.338.)*

For applications \$150,000 and below:

COUNTY ADMINISTRATOR	Approved:	Denied:
_____ Name (Typed/Printed)	_____ Date	_____ Signature

For applications up to and including \$150,000 email form to BCC staff at CA-Financialteam@clackamas.us for Gary Schmidt's approval.

For applications \$150,000.01 and above, email form with Staff Report to the Clerk to the Board at ClerktotheBoard@clackamas.us to be brought to the consent agenda.

BCC Agenda item #:

Date:

OR

Policy Session Date:

County Administration Attestation

County Administration: re-route to department at
and
Grants Manager at financegrants@clackamas.us
when fully approved.

Department: keep original with your grant file.