

OREGON CITY PARKS & RECREATION

Parks and Recreation Advisory Committee Meeting Announcement

Monday: October 27, 2003 7:00 PM

Meeting Location: Pioneer Community Center, Lower Level

If you are unable to attend, please contact Jim Row 503-496-1565 or Bill Woods, by Monday, October 27 at 5:00 PM. After 5:00 on Monday please contact Jim Row at 503-804-2100

Agenda

Call to Order: Bill Woods	7:00 PM
Establish Quorum	
Minutes of Last Meeting:	September 2003, attached
Old Business:	
Cemetery	
Director's Report	Attached, September, 2003
Participation numbers	Attached, Month and YTD
New Business	
Items for next meeting:	November 24

Memo

To: Parks and Recreation Advisory Committee
From: Larry Patterson, Patterson Parks
RE: Cemetery Questions
Date: October 14, 2003

Attached please find a spreadsheet that estimates possible savings from a contractual relationship for maintenance of the cemetery. There are many what ifs and we have not put a bid package together to determine the actual requested service. You will notice that the numbers at the top are very conservative. The second part of the sheet indicates the actual cost are actually greater so the savings could potential be greater. Though this is not an exact figure I believe it provides you with information to look at this potential direction. If you need more on this please feel free to let us know and we can do some more analysis.

Below is information related to the payback possibilities if the City were to purchase the Judd property.

5-year payback to some OC fund:

180,000 (0.0%=36,000;1.00%=37,087;1.28%=37,391;2.00%=38,189)
175,000 (0.0%=35,000;1.00%=36,057;1.28%=36,355;2.00%=37,128)

1.28% is what the September 2003 LGIP (Local Government Investment Pool) earnings rate was.

It appears we are estimating sales of 61 lots this year. To payback a note of 38,000 per year the City would need to sale at least 26 lots. Of this debt services effects the cemetery's bottom line. 26 lots per year for five years represent approximately 14% of the lots available on the Judd property based on the data supplied by the Friends.

Comparative Cemetery Maintenance Costs Per Hour

	Current City Cost \$21.24/HR 2 Workers	Contractor Bidding \$10/Hour 2Workers	Contractor Bidding \$12/Hour 2Workers	Contractor Bidding \$15/Hour 2Workers	Contractor Bidding \$20/Hour 2Workers	Contractor Bidding \$25/Hour 2Workers
2 Mt. Workers	132,588	41,600	49,920	62,400	83,200	104,000
Parks Op & Fac Mgr.	33,864	16,932	16,932	16,932	16,932	16,932
Part Time Mt. Worker	11,940	0	0	0	0	0
Admin	9,662	4,214	4,813	5,711	7,210	8,707
Total Mt. Cost	188,054	62,746	71,665	85,043	107,342	129,639
Difference		125,308	116,389	103,011	80,712	58,415

*City Cost for 2 Mt. Workers contains 50% for benefits

*No Benefits accounted for in Parks Op & Fac Mgr. Costs

*Administration cost multiplied at 7.2% of total maintenance costs

Budgeted 2003-04 Cost of workers listed above.

	<u>FTE</u>	<u>Salary</u>	<u>Benefits</u>	<u>Total</u>
Maintenance Workers	2.00	\$ 89,396	\$ 61,779	\$ 151,175
Parks Op & Fac Mgr	0.50	33,864	19,849	53,713
Part-time Mt. Workers	0.70	11,940	1,605	13,545
Admin (from above)		9,662		9,662
Total				<u>\$ 228,095</u>
Difference between Larry and David =				<u>\$ 40,041</u>

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City of Oregon City
Analysis of Allen Toman Salary
July 1997 through August 2000

File: ExcelToman, Allan Salary Analysis

Month	Hours			Wages			Benefits	Total Cost
	Regular	OT	Total	Regular	OT	Total		
Jul-97	177.33	20.50	197.83	\$ 3,771.00	\$ 669.12	\$ 4,440.12	\$ 1,757.80	\$ 6,197.92
Aug-97	184.33	-	184.33	\$ 3,884.40	-	\$ 3,884.40	\$ 1,699.18	\$ 5,583.58
Sep-97	175.33	2.00	177.33	\$ 3,771.00	\$ 65.28	\$ 3,836.28	\$ 1,606.78	\$ 5,443.06
Oct-97	174.83	7.00	181.83	\$ 3,801.00	\$ 228.48	\$ 4,029.48	\$ 1,693.57	\$ 5,723.05
Nov-97	173.33	14.75	188.08	\$ 3,827.70	\$ 481.44	\$ 4,309.14	\$ 1,776.12	\$ 6,085.26
Dec-97	173.33	10.50	183.83	\$ 3,884.40	\$ 342.72	\$ 4,227.12	\$ 1,787.42	\$ 6,014.54
Jan-98	173.33	38.50	211.83	\$ 3,771.00	\$ 1,256.64	\$ 5,027.64	\$ 2,023.44	\$ 7,051.08
Feb-98	175.83	14.50	190.33	\$ 3,884.40	\$ 473.28	\$ 4,357.68	\$ 1,827.96	\$ 6,185.64
Mar-98	173.33	3.50	176.83	\$ 3,827.70	\$ 114.24	\$ 3,941.94	\$ 1,704.76	\$ 5,646.70
Apr-98	173.33	23.25	196.58	\$ 3,827.70	\$ 758.88	\$ 4,586.58	\$ 1,894.04	\$ 6,480.62
May-98	173.33	25.50	198.83	\$ 3,771.00	\$ 832.32	\$ 4,603.32	\$ 1,891.66	\$ 6,494.98
Jun-98	175.33	14.00	189.33	\$ 3,771.00	\$ 456.96	\$ 4,227.96	\$ 1,717.87	\$ 5,945.83
Total	2,102.96	174.00	2,276.96	\$ 45,792.30	\$ 5,679.36	\$ 51,471.66	\$ 21,380.60	\$ 72,852.26
Allocation	50% Parks Maintenance 300-161			\$ 22,896.15	\$ 2,839.68	\$ 25,735.83	\$ 10,690.30	\$ 36,426.13
1997-98	50% Cemetery 405-171			\$ 22,896.15	\$ 2,839.68	\$ 25,735.83	\$ 10,690.30	\$ 36,426.13
Jul-98	182.33	-	182.33	\$ 4,059.70	-	\$ 4,059.70	\$ 1,770.60	\$ 5,830.30
Aug-98	173.33	8.50	181.83	\$ 4,003.00	\$ 294.40	\$ 4,297.40	\$ 1,849.95	\$ 6,147.35
Sep-98	173.33	3.75	177.08	\$ 4,003.00	\$ 129.88	\$ 4,132.88	\$ 1,688.83	\$ 5,821.71
Oct-98	174.83	21.50	196.33	\$ 4,059.70	\$ 744.65	\$ 4,804.35	\$ 2,000.25	\$ 6,804.60
Nov-98	175.58	5.00	180.58	\$ 4,003.00	\$ 173.18	\$ 4,176.18	\$ 1,804.83	\$ 5,981.01
Dec-98	173.33	5.00	178.33	\$ 4,003.00	\$ 173.18	\$ 4,176.18	\$ 1,819.22	\$ 5,995.40
Jan-99	173.33	11.50	184.83	\$ 4,073.54	\$ 398.30	\$ 4,471.84	\$ 1,844.25	\$ 6,316.09
Feb-99	185.33	6.00	191.33	\$ 4,003.00	\$ 207.81	\$ 4,210.81	\$ 1,769.90	\$ 5,980.71
Mar-99	173.33	24.00	197.33	\$ 4,062.00	\$ 831.24	\$ 4,893.24	\$ 1,968.84	\$ 6,862.08
Apr-99	173.33	22.00	195.33	\$ 4,099.70	\$ 761.97	\$ 4,861.67	\$ 1,962.00	\$ 6,823.67
May-99	175.83	8.00	183.83	\$ 4,003.00	\$ 277.08	\$ 4,280.08	\$ 1,758.35	\$ 6,038.43
Jun-99	179.83	24.75	204.58	\$ 4,003.00	\$ 857.22	\$ 4,860.22	\$ 1,960.41	\$ 6,820.63
Total	2,113.71	140.00	2,253.71	\$ 48,375.64	\$ 4,848.91	\$ 53,224.55	\$ 22,197.43	\$ 75,421.98
Allocation	50% Parks Maintenance 300-161			\$ 24,187.82	\$ 2,424.46	\$ 26,612.28	\$ 11,098.72	\$ 37,710.99
1998-99	50% Cemetery 405-171			\$ 24,187.82	\$ 2,424.46	\$ 26,612.28	\$ 11,098.72	\$ 37,710.99
Jul-99	179.58	11.50	191.08	\$ 4,198.70	\$ 412.28	\$ 4,610.98	\$ 1,974.11	\$ 6,585.09
Aug-99	179.83	5.50	185.33	\$ 4,142.00	\$ 197.18	\$ 4,339.18	\$ 1,878.84	\$ 6,218.02
Sep-99	173.33	2.00	175.33	\$ 4,142.00	\$ 71.70	\$ 4,213.70	\$ 1,787.88	\$ 6,001.58
Oct-99	173.33	-	173.33	\$ 4,142.00	-	\$ 4,142.00	\$ 1,810.57	\$ 5,952.57
Nov-99	176.33	-	176.33	\$ 4,142.00	-	\$ 4,142.00	\$ 1,754.80	\$ 5,896.80
Dec-99	173.33	9.50	182.83	\$ 4,142.00	\$ 340.58	\$ 4,482.58	\$ 1,909.82	\$ 6,392.40
Jan-00	175.33	1.50	176.83	\$ 4,152.72	\$ 53.78	\$ 4,206.50	\$ 1,829.19	\$ 6,035.69
Feb-00	174.08	-	174.08	\$ 4,142.00	-	\$ 4,142.00	\$ 1,810.60	\$ 5,952.60
Mar-00	173.33	8.00	181.33	\$ 4,182.00	\$ 289.56	\$ 4,471.56	\$ 1,908.34	\$ 6,379.90
Apr-00	173.33	4.00	177.33	\$ 4,482.00	\$ 144.78	\$ 4,626.78	\$ 1,951.08	\$ 6,577.86
May-00	173.33	8.00	181.33	\$ 4,182.00	\$ 289.56	\$ 4,471.56	\$ 1,897.23	\$ 6,368.79
Jun-00	173.33	13.25	186.58	\$ 4,182.00	\$ 479.58	\$ 4,661.58	\$ 1,407.40	\$ 6,068.98
Total	2,098.46	63.25	2,161.71	\$ 50,231.42	\$ 2,279.00	\$ 52,510.42	\$ 21,919.86	\$ 74,430.28
Allocation	50% Parks Maintenance 300-161			\$ 25,115.71	\$ 1,139.50	\$ 26,255.21	\$ 10,959.93	\$ 37,215.14
1999-2000	50% Cemetery 405-171			\$ 25,115.71	\$ 1,139.50	\$ 26,255.21	\$ 10,959.93	\$ 37,215.14
Jul-00	323.89	-	323.89	\$ 7,815.47	-	\$ 7,815.47	\$ 2,450.69	\$ 10,266.16
Aug-00	232.00	-	232.00	\$ 5,772.16	-	\$ 5,772.16	\$ 650.03	\$ 6,422.19
Sep-00	Retired July 2000			-	-	-	-	-
Total	555.89	-	555.89	\$ 13,587.63	-	\$ 13,587.63	\$ 3,100.72	\$ 16,688.35
Allocation	50% Parks Maintenance 300-161			\$ 6,793.82	-	\$ 6,793.82	\$ 1,550.36	\$ 8,344.18
2001-02	50% Cemetery 405-171			\$ 6,793.82	-	\$ 6,793.82	\$ 1,550.36	\$ 8,344.18

October 13, 2003

To: Parks and Recreation Advisory Committee
Friends of Mountain View Committee

From: Chris Wadsworth
Mountain View Cemetery

RE: Cemetery Information

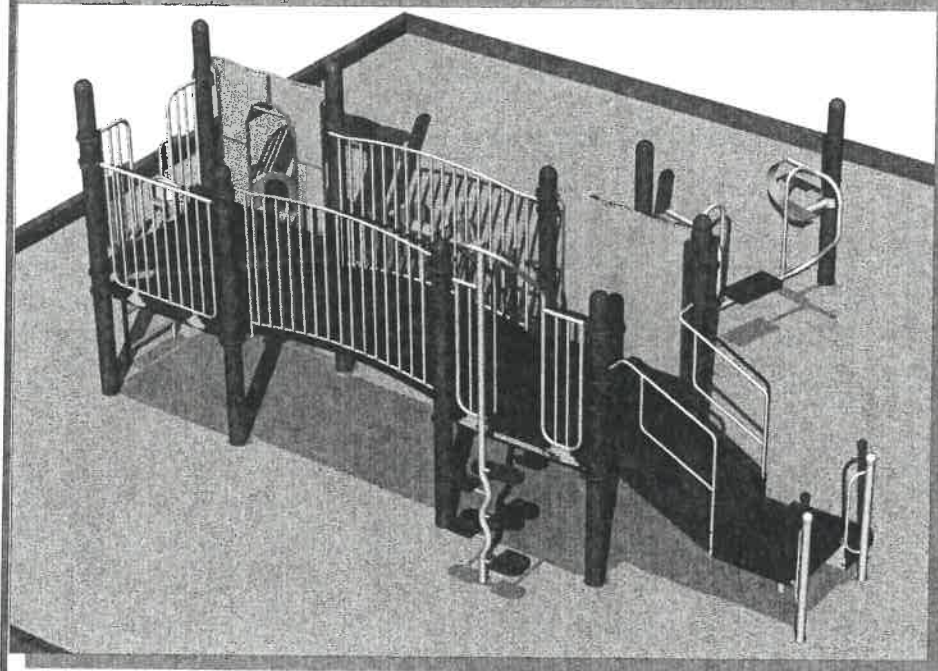
1. Recap 1993 – Current Revenue minus Expenses
Note that there is no information in our files for 1995-1996 and 1998-1999
2. 1993 – Current Revenue Information
3. 1993 – Current Expenses Information
4. 1971 to Current Price Increases
Note that there is no information for mausoleum included. I need to break this out further and will get the information to you as soon as possible.
5. Burial History Information 1989 – Current
6. Burials/Reserved/Empty as of June 12, 2003
7. Cemetery Revenue by Line Item by Quarter
8. Potential Use of Jubb Property for grave spaces

Year	Revenue	Expenses	
1993-1994	\$ 158,964.00	\$ (178,386.00)	\$ (19,422.00)
1994-1995	\$ 223,096.00	\$ (203,632.00)	\$ 19,464.00
1995-1996	\$ 201,648.87	\$ 241,081.62	\$ (39,432.75)
1996-1997	\$ 209,539.00	\$ (217,366.00)	\$ (7,827.00)
1997-1998	\$ 197,182.00	\$ (225,589.00)	\$ (28,407.00)
1998-1999	\$ 266,517.56	\$ 228,154.78	\$ 38,362.78
1999-2000	\$ 275,473.00	\$ (251,112.00)	\$ 24,361.00
2000-2001	\$ 255,432.00	\$ (273,686.00)	\$ (18,254.00)
2001-2002	\$ 275,408.00	\$ (316,889.00)	\$ (41,481.00)
2002-2003	\$ 315,267.67	\$ (335,143.00)	\$ (19,875.33)
2003-2004	\$ 361,468.00	\$ (388,668.00)	\$ (27,200.00)
Total	\$ 2,739,996.10	\$ (1,921,234.60)	\$ (119,711.30)

Senior Citizens Park

Oregon City, Oregon

Playmakers® 034884.NPE



View B ▲

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www.nwplayground.com

▼ Featured Colors



Sage



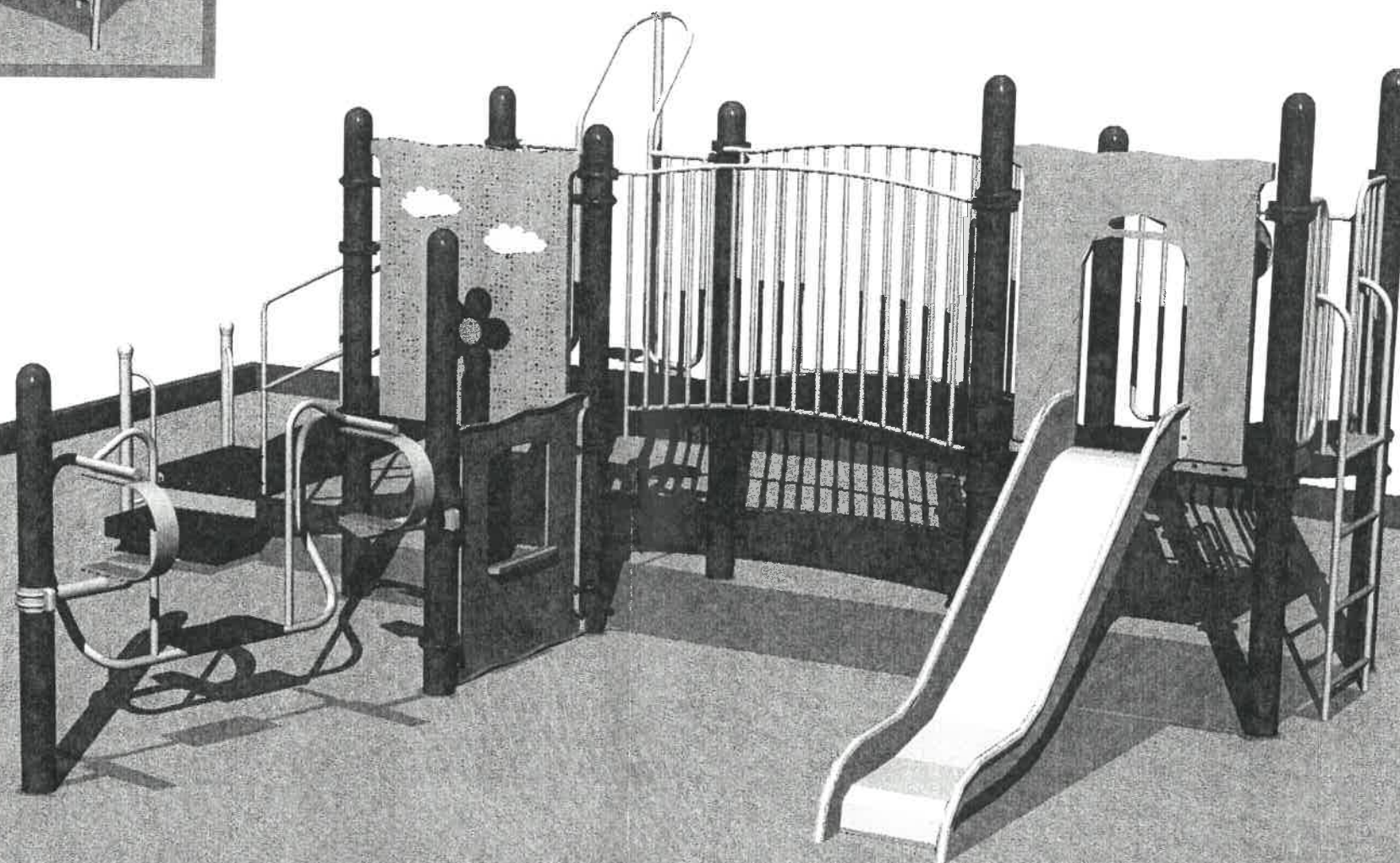
Green



Beige

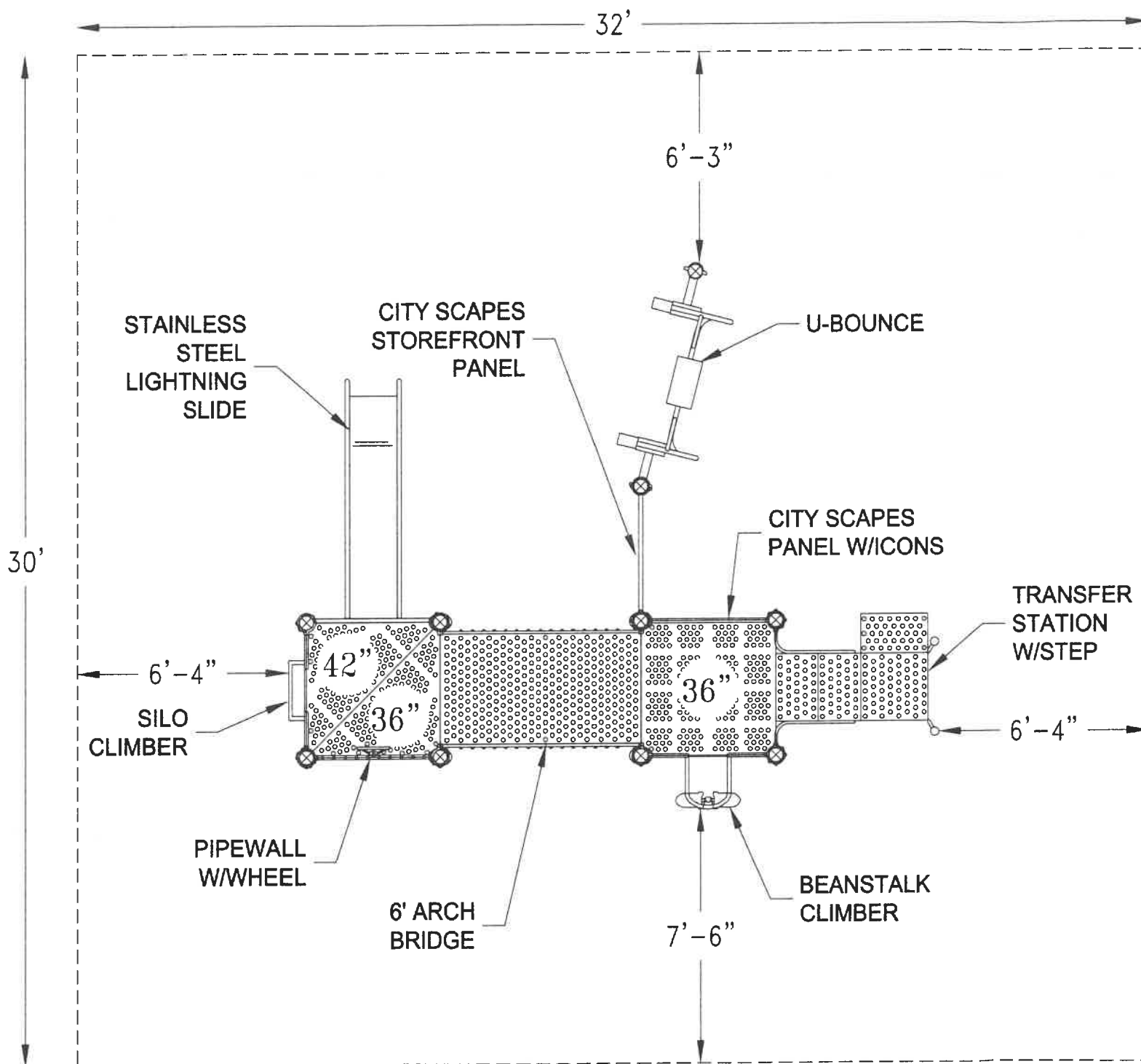


Brown
Play Armour™



▼ View A

www.playworldsystems.com



ADA CHECKLIST:

- 1) An accessible route must be provided to the play area.
- 2) Of the 5 elevated play components, 3 must be along an accessible route.
- 3) 5 elevated play components are accessible by transfer station.
- 4) 2 components of 2 types of ground level play must be provided, as required by I.A.W. document "36 CFR Part 1191", Table 15.6.2.2.
- 5) 2 components of 2 types of ground level play are provided.
- 6) At least one of each type of ground level play component is along an accessible route.



NOTES:

- 1) This play system design will meet the **ADA Accessibility Guidelines for Buildings and Facilities**, effective November 17, 2000, as published by the **Architectural and Transportation Barriers Compliance Board**, when installed over accessible surfacing.
- 2) This site plan should be checked against the actual site area prior to the purchase or installation of equipment.
- 3) Kick plates are to be installed between all 12" deck increments.
- 4) The unit of measure located in the center of the platform indicates the height above the protective surfacing level. The protective surfacing for this design must accommodate a fall height of at least 3'6" Ft.
- 5) The structure size for this unit is 19'6" X 16'3" X 8'5" , requiring protective surfacing for an overall use zone of 32' X 30' . The approximate surface area is 960 Sq. Ft. , as required by ASTM F1487-01 guidelines.
- 6) This structure is designed to accommodate 31 children from 5 to 12 years of age.
- 7) Supervise children as they play.
- 8) To ensure that accurate measurements are obtained from this site plan, print copies on 11 x 17 paper at full scale.
- 9) This design configuration is the property of this firm and Playworld Systems® and may not be reproduced or used in any manner without the expressed written consent of this firm and Playworld Systems®.

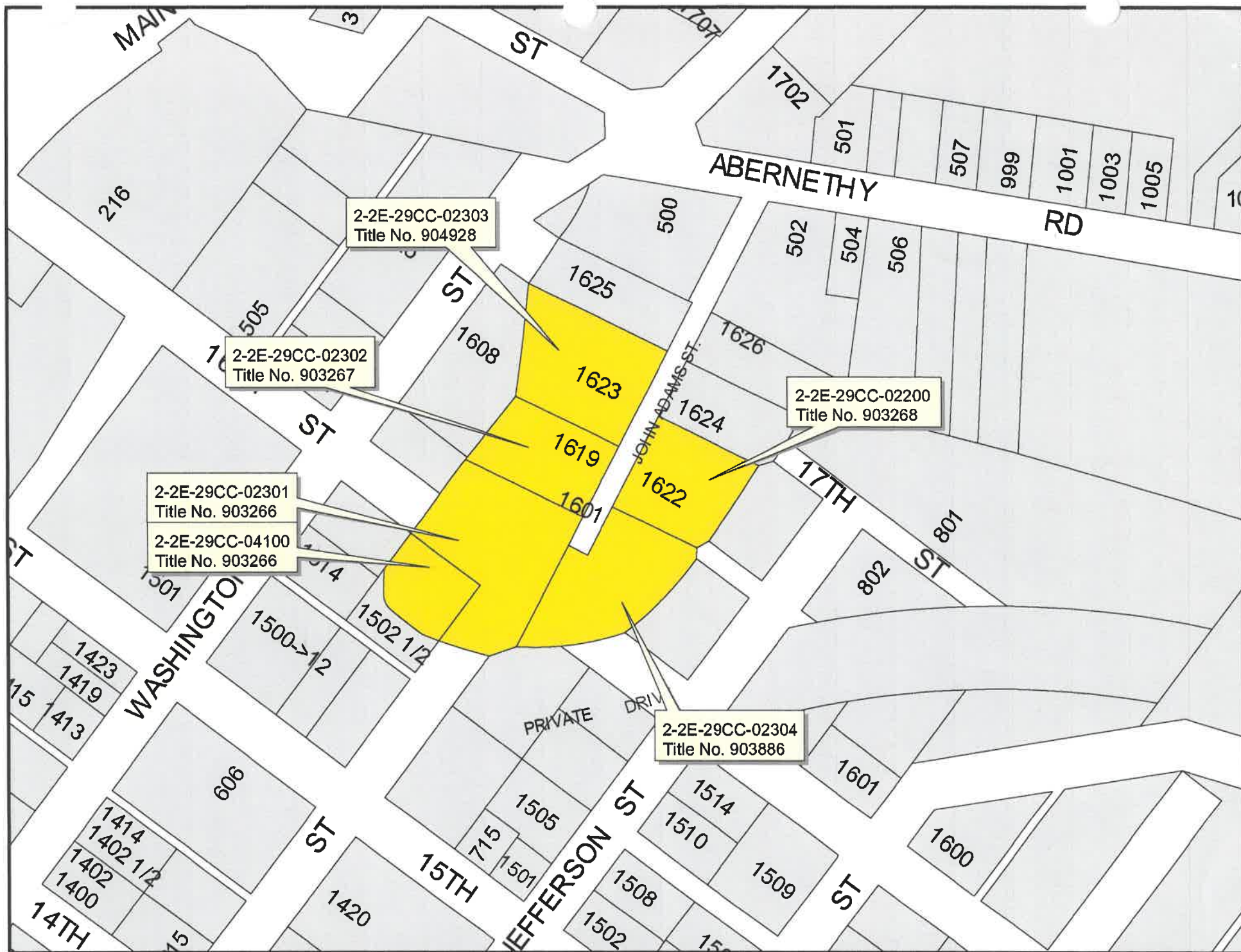
SENIOR CITIZENS PARK

OREGON CITY, OR

Northwest Playground Equipment, Inc.
345 NW Dogwood
P.O. Box 2410
Issaquah, WA 98027

DRAWING NO: 034884.NPE	REV:	DATE: 2 - SEPT - 03
STRUCTURE SIZE: 19'6" X 16'3" X 8'5"	SCALE: 1/4" = 1'-0"	
SITE PLAN	DRAWN BY: D. CAMPBELL	



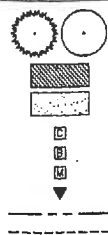


DRAFT

PLANT LIST

Symbol	Abbrev.	Botanical Name	Common Name	Spacing	Size	Condition
TREES						
ARU	ARU	Ailurus rubrum	Red Alder	AS SHOWN	24 GAL	Street tree
APL	APL	Acer platanoides 'Glabrum'	Globe Norway Maple	AS SHOWN	24 GAL	Street tree
APG	APG	Acer pseudoplatanus	Sycamore Maple	AS SHOWN	24 GAL	Street tree
ACA	ACA	Amelanchier canadensis oblongifolia	Globe Serviceberry	AS SHOWN	24 GAL	Street tree
CKO	CKO	Cornus Kousa chinensis	Chinese Dogwood	AS SHOWN	24 GAL	Street tree
FEK	FEK	Fraxinus excelsior 'Aurea-folia'	Golden Desert Ash	AS SHOWN	24 GAL	Low Height
GTR	GTR	Gleditsia triacanthos 'Christie'	Hedge Honeylocust	AS SHOWN	24 GAL	Street tree
MBA	MBA	Malus 'Red Baron'	Red Baron Crabapple	AS SHOWN	24 GAL	Street tree
PNV	PNV	Pinus	Pinus	AS SHOWN	24 GAL	Evergreen
TPN	TPN	Thuja plicata	Western Red Cedar	AS SHOWN	24 GAL	Evergreen
SHRUBS						
CSE	CSE	Cornus sericea	Red-Osier Dogwood	AS SHOWN	5 GAL	Report on
PLE	PLE	Prinosiphon verticill	Black Orange	AS SHOWN	5 GAL	Report on
SDO	SDO	Spiraea douglasii	Douglas's Spiraea	AS SHOWN	1 GAL	Report on
RSA	RSA	Ribes sanguineum	Red Currant	AS SHOWN	1 GAL	Rpt/Forest
SDE	SDE	Sedum geyeriense	Geyer Willow	AS SHOWN	1 GAL	Report on
LN	LN	Lonicera involucrata	Black Teaberry	AS SHOWN	1 GAL	Report on
ORNAMENTAL GRASSES/ BAMBOO						
EHY	EHY	Equisetum hyemale	Common Scouring-Rush	AS SHOWN	1 GAL	Report on
OCA	OCA	Carex oregonensis	Oregon Sedge	AS SHOWN	1 GAL	Report on
ABA	ABA	Ajuncus aduncus	Bottle Rush	AS SHOWN	1 GAL	Report on
LAWN						
ABA	ABA	Festuca Lawn	Blue Fescue	AS SHOWN	seed	Turf

LEGEND



PROPOSED TREES

SHRUBS/GROUNDCOVERS

LAWN, SEE SPECIFICATIONS

IRRIGATION CONTROLLER

BACKFLOW PREVENTOR

IRRIGATION/WATER METER

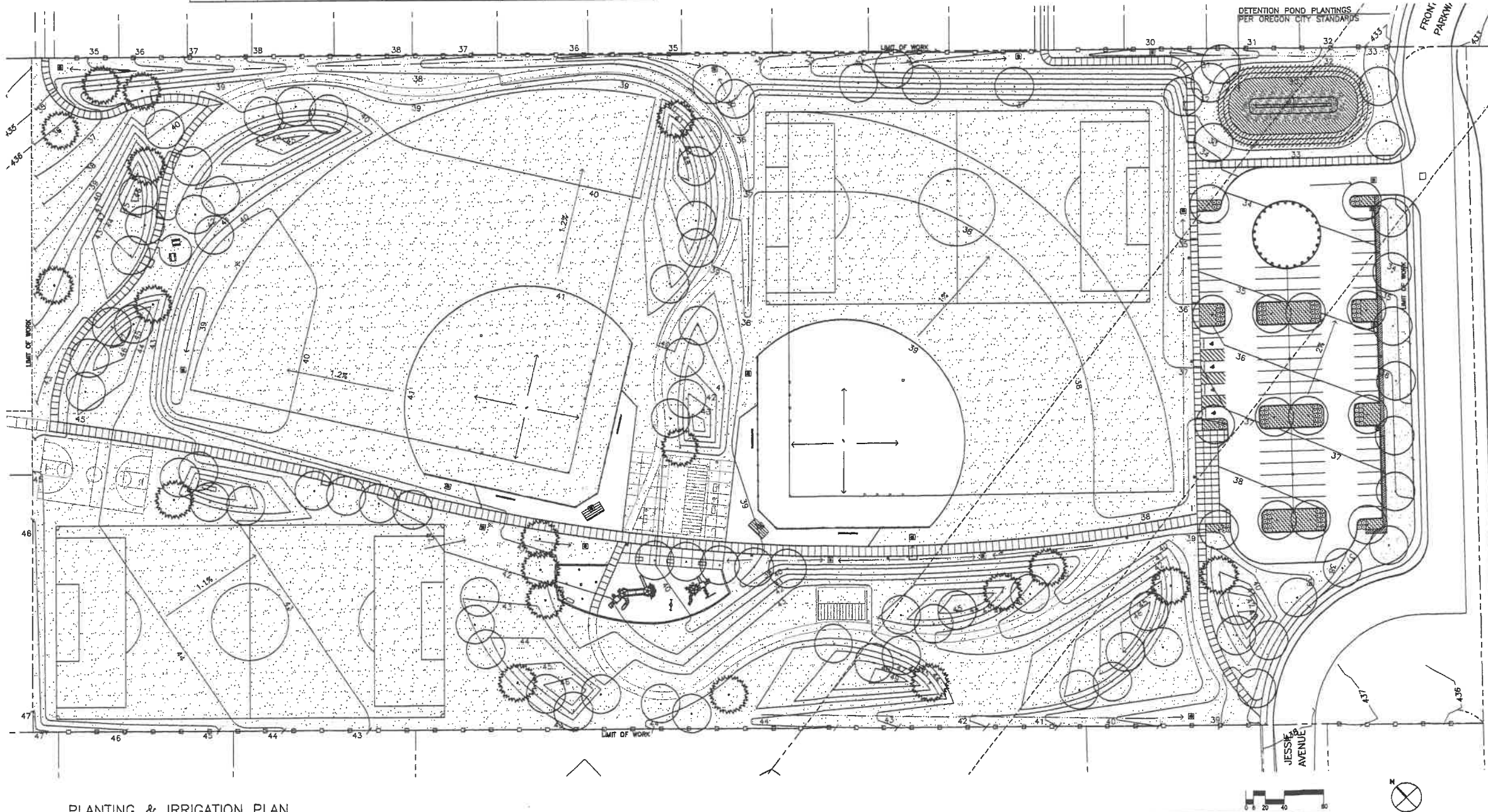
QUICK COUPLER

PROPERTY LINE

PGE EASEMENT LINE

GENERAL NOTES:

1. THIS PLAN IS BASED ON SURVEY INFORMATION PROVIDED REPPETO & ASSOCIATES DATED 08/09/02. NOTIFY LANDSCAPE ARCHITECT OF ANY DISCREPANCIES IDENTIFIED ON SITE RELATED TO SURVEY INFORMATION PRIOR TO INSTALLATION.
2. LIMIT OF WORK IS DEFINED BY THE PROPERTY LINES OF ALL SIDES OF THE SITE, AND EDGE OF PAVEMENT ON FRONT PARKWAY, JESSIE AVENUE AND LELAND ROAD, WHERE INDICATED. INCLUDED WITHIN LIMIT OF WORK IS 15' PARK ACCESS EASEMENT LOCATED NORTH OF PARKING LOT AS SHOWN.
3. ALL VEGETATION TO BE WELL ROOTED AND BRANCHED.
4. ALL PLANT MATERIAL SHALL BE NURSERY GROWN.
5. ALL PLANT MATERIAL TO BE APPROVED BY ARCHITECT PRIOR TO INSTALLATION. REFER TO SPECIFICATIONS FOR PROCEDURE.
6. PLANT SPACING SHALL TAKE PRECEDENCE OVER VALVE BOX LOCATIONS. INSTALLED VALVE BOXES THAT CONFLICT WITH ACCEPTED PLANT LAYOUT SHALL BE MOVED TO POSITION BETWEEN PLANTS.
7. CONTRACTOR RESPONSIBLE FOR DETERMINING PLANT QUANTITIES AND INSTALLING ALL PLANTS IN LOCATIONS SHOWN. SEE DETAIL 3/L502 FOR PLANT SPACING DIAGRAM.
8. ALL TREES TO BE 3" CALIPER, MINIMUM.
9. ALL NEW PLANT MATERIAL TO BE IRRIGATED BY UNDERGROUND IRRIGATION SYSTEM.



PLANTING & IRRIGATION PLAN
SCALE: 1" = 30'

Wesley Lynn Park
CITY OF OREGON CITY
PARKS & RECREATION
320 WARNER MILNE ROAD
OREGON CITY, OR 97045
DIE CRAIG, DIRECTOR

100% DESIGN DEVELOPMENT

PLANTING &
IRRIGATION PLAN

REVISIONS

SCALE 1" = 40' - 0"
DRAWN BY GMJ
DATE 08.28.03
PROJECT NO. 0102.1

SHEET

L401

LANDSCAPE ARCHITECTS P.C.

lango.hansen

299 NW 13th #511 Portland OR 97209 T 503.295.2437

Memo

To: Mayor Norris and Members of the City Commission
From: Larry Patterson, Patterson Parks
Re: Cemetery Actions
Date: August 13, 2003

Below is a list of actions and discussion points aimed at addressing the growing shortfall in the cemetery budget. None of these, excluding the sale of the cemetery will totally reduce the shortfall. Therefore, the City needs to be prepared to continue to subsidize this operation while working long term to reduce and stabilize as much as possible the subsidy required in future years.

Action 1: Sale of Cemetery

- Will require a vote
- Present financial condition maybe a deterrent
- Growth potential appears good and with additional acquisitions adds to the market value
- Long term maintenance prospects will be a concern for potential buyers

Action 2: Buy Judd property

- Accept recommendation of Friends of Mountain View Cemetery
 - Borrow \$175,000 from Cemetery Endowment Fund to purchase the property with repayment and reimbursement of interest
 - The Friends recommended a repayment plan, but this will need to be reviewed and altered to ensure we are able to meet our maintenance obligations

Action 3: Consider lease of space to private funeral home if feasible. In addition, if such a lease was made we could potential contract other operational functions to this mortuary.

Action 4: Increase lot prices and endowment fund fee by inflationary index each year. The Friends are recommending the lot price increase

Action 5: Reduce staffing by contracting maintenance of cemetery

- 6.5% of Parks Director's salary for management oversight of this operation. This totals a sum of \$5,849 for FY 2003/04. Eliminate this salary percentage from the cemetery fund. In doing so it is important to understand that the actual cost remains. However, the city presently does not cost other administrative cost associated

with the cemetery. The actual subsidy will be greater than budgeted because the true cost of services for this operation has not been identified.

- Perhaps a better approach would be to assign an administrative fee to all fees to cover administrative costs. Without a thorough look at these costs we could estimate a fee until more thorough documentation is completed.
- 50% of the Parks Operation & Facilities Manager's salary to provide maintenance. This equals an annual budget amount of \$33,864. The salary associated with the cemetery can be reduced to 25%. The Parks Operation and Facilities Manager will utilize this percentage of their time to oversee and monitor the contract and the contractor's crews and their work. This will equal a savings of \$16,932 for the cemetery budget. This action will result in the savings from cemetery being shifted to the Park's budget.
- Eliminate 2 parks maintenance workers positions by contracting the maintenance of the cemetery. This will result in a savings of approximately \$46k-59k. The City should attempt to absorb these positions elsewhere or provide sufficient lead-time to assist these individuals in finding other employment.
- Consider additional reduction of Recreation Coordinator I position by 40%. If reduced eliminates 40% of salary or \$15,252 from cemetery. However, this reduction may impact sales. Sales will be transferred to finance and be done by appointment with finance office to a designated staff person. Potential results in no savings. If the 40% is transferred to parks again provides increase impact on general fund.

Action 7: To maximize the growth potential of the cemetery the city needs to seek a contractor that can market our cemetery.

Action 6: Provide annual subsidy to cemetery fund from General Fund. This will have an impact on City's general fund equal to the annual amount of subsidy. Begin by providing subsidy equal to departmental shortfall.

Cemetery Operations (171)

Revenues	Actual 2000/01	Actual 2001/02	Actuals 2002/03	Budgeted 2003/04	Potential Revenue Shortfall
WC Carryover	-133,116	-151,372	-192,850	-269,800	
Sale of lots	59,278	54,554	71,376	76,000	4,624
Sale of Cypripts	24,250	23,202	4,614	30,000	25,386
Sale of Niches	7,078	7,464	1,145	15,176	14,031
Labor Sales	58,396	54,212	51,877	70,900	19,023
Internment Charges	14,910	7,175	14,020	18,221	4,201
Material Sales	11,796	16,832	2,262	11,500	9,238
Name Plates	16,304	14,090	16,625	27,190	10,565
Liner Sales	19,340	13,400	11,355	20,481	9,126
Headstone Sales	21,414	51,634	44,522	35,000	-9,522
Recording & Filing Fees	22,325	19,170	19,865	24,500	4,635
Memorial Wall Sales	0	0	1,560	9,000	7,440
Engraving	0	0	4,260	3,500	-760
Vases	0	0	1,495	1,500	5
Misc. Income	340	-4,825	-860	0	0
Total Charges	122,315	105,536	51,266	73,168	97,992
Transfers Metro Enhancement		18,500	18,500	0	
Transfers Endow Care				16,200	
Transfer Mausoleum				29,500	
Total Revenue	122,315	124,036	69,766	118,868	
Expenses	Actual	Actual	Actual	Budgeted	
Personnel Services	164,062	188,715	218,425	258,360	
Materials & Services	99,777	99,827	89,123	100,433	
Capital Outlay	0	0	14,534	0	
Transfers	9,848	28,344	17,484	19,844	
Contingency	0	0	0	10,031	
Total Expenditures	273,687	316,886	339,566	388,668	
Ending Fund Balance	-151,372	-192,850	-269,800	-269,800	-416,441

Mountain View Cemetery
Potential Revenue Sales

Grave Spaces	4716	\$	6,034,575.00
Crypt Spaces	336	\$	1,091,580.00
Niche Spaces	240	\$	192,315.00
Total Spaces	5292	\$	7,318,470.00

GRAVES

Grave Space		\$	6,034,575.00
Open/Close	\$ 600.00	\$	2,829,600.00
Grave Liner	\$ 345.00	\$	1,627,020.00
Admin Fee	\$ 145.00	\$	683,820.00
Single Marker	\$ 665.00	\$	3,136,140.00
Potential Revenue		\$	14,311,155.00

CRYPTS

Crypt Space		\$	1,091,580.00
Interment	\$ 380.00	\$	127,680.00
Name Plate	\$ 335.00	\$	112,560.00
Admin Fee	\$ 145.00	\$	48,720.00
Potential Revenue		\$	1,380,540.00

NICHES

Niche Space		\$	192,315.00
Interment	\$ 295.00	\$	70,800.00
Name Plate	\$ 225.00	\$	54,000.00
Admin Fee	\$ 145.00	\$	34,800.00
Potential Revenue		\$	351,915.00

Ground		\$	14,311,155.00
Crypt		\$	1,380,540.00
Niche		\$	351,915.00
Total		\$	16,043,610.00

10 April 2003

Larry Potter
Mountain View Cemetery
500 Hilda St.
Oregon City, OR. 97045

Dear Larry,

The following is our landscape maintenance proposal for services that we will provide to Mountain View Cemetery.

1. Mow lawn areas 39 times during the year.
2. Power sweeping of sidewalks and work areas.

The above referenced work does not include spraying for insects or disease; pruning above 15 feet; irrigation diagnostics or repair; plant replacement or guarantees on plant health unless due to negligence on our part. All of this work will be done on a time and material basis at \$35.00 per man-hour or by bid. The total cost of service provided is **\$2,729.00** per month for a total annual cost of **\$32,748.00**

I hope this will help you to better understand what maintenance services that we at M. Snyder's Landscape will provide for you. Any questions that you may have on the proposed work will be answered by calling our office. 503-658-8234. Thank you.

Sincerely,



Mark A. Rubey, CLTM
Maintenance Supervisor

Cemetery Acreage

Total acreage of Mountain View Cemetery:	54 acres
Total acres mowed:	27.85
Natural area:	22.87
Acreage available for development:	3.28



CITY OF OREGON CITY

PARKS AND RECREATION

Mountain View Cemetery
503-657-8299

Prices Effective July 1, 2002

Price List

Grave Prices:

Section L (flat markers only)	\$1450
Section M & N (flat markers only)	\$1300
Section M – Cremation Graves	\$750
Section L – Infant Graves	\$225

Mausoleum Crypt:

Single	\$1855 – 4245
Tandem	\$2990 – 4985
Westminster	\$4130 – 5285
Tandem Westminster	\$6915
Slide Overs	\$3585 – 5980
Niche	\$425 – 1130

Material Sales:

Nameplate Crypt	\$335
Nameplate Niche	\$225
Perma Vase	\$55

Labor Charges:

Interment – Grave	\$600
Interment – Infant Grave	\$350
Interment – Crypt	\$380
Inurnment – Niche	\$295
Burial of Cremains	\$350
Final Date Engraving	
First four digits	\$ 80
Every digit after	\$ 5
Saturday Service (before noon)	\$540
Administration Fee	\$145
Upright Monument Fee	\$500
Foundation Setting Fee	\$250
Cremation Vaults	\$90
Stainless Steel Urns	\$85

Services are not held after 3:00 PM Monday - Friday

Director of Parks & Recreation
PO Box 3040
320 Warner Milne Rd.
Oregon City, OR 97045
503-657-0891 Ext. 230
Fax 503-657-6629

Aquatics
PO Box 3040
1121 Jackson St.
Oregon City, OR 97045
503-657-8273
Fax 503-657-0037

Mountain View Cemetery
500 Hilda St.
Oregon City, OR 97045
503-657-8299
Fax 503-656-7488

Parks Maintenance/Reservations
500 Hilda St.
Oregon City, OR 97045
503-657-8299
Fax 503-656-7488

Carnegie
PO Box 3040
606 John Adams St.
Oregon City, OR 97045
503-557-9199
Fax 503-557-9290

Pioneer Community Center
Adults of All Ages
615 5th St.
Oregon City, OR 97045
503-657-8287
Fax 503-657-9851



CITY OF OREGON CITY

PARKS AND RECREATION

Mountain View Cemetery Marker Prices Effective April 21, 2003

Granite	Infant & Cremation 28" x 16" x 04" 3" Sandblasted border	Single Stones 30" x 18" x 04" 3" Sandblasted border	Companion 48" x 18" x 04" 3" Sandblasted border
STANDARD			
Georgia Grey	\$ 603.00	\$ 670.00	\$ 1,129.00
Morning Rose	\$ 603.00	\$ 670.00	\$ 1,129.00
Elite White	\$ 603.00	\$ 670.00	\$ 1,129.00
Carnelian	\$ 760.00	\$ 846.00	\$ 1,371.00
Elite Red	\$ 870.00	\$ 976.00	\$ 1,591.00
Elite Black	\$ 870.00	\$ 976.00	\$ 1,591.00
Elite Green	\$ 870.00	\$ 976.00	\$ 1,591.00
Rainbow	\$ 919.00	\$ 1,032.00	\$ 1,684.00
Red Wausau	\$ 1,126.00	\$ 1,268.00	\$ 2,067.00
Blue Pearl	\$ 1,126.00	\$ 1,268.00	\$ 2,067.00
NON STANDARD			
Elite Grey	\$ 603.00	\$ 670.00	\$ 1,129.00
Sierra White	\$ 760.00	\$ 846.00	\$ 1,371.00
Colonial Rose	\$ 760.00	\$ 846.00	\$ 1,371.00
Forest Green	\$ 760.00	\$ 846.00	\$ 1,371.00
Bahama Blue	\$ 870.00	\$ 976.00	\$ 1,684.00
Heritage Pink	\$ 870.00	\$ 976.00	\$ 1,684.00
India Mist	\$ 870.00	\$ 976.00	\$ 1,684.00
Paradiso	\$ 870.00	\$ 976.00	\$ 1,684.00
Salisbury Pink	\$ 870.00	\$ 976.00	\$ 1,684.00
St. Cloud Grey	\$ 870.00	\$ 976.00	\$ 1,684.00
Texas Pink	\$ 870.00	\$ 976.00	\$ 1,684.00
Tropical Green	\$ 870.00	\$ 976.00	\$ 1,684.00
Charcoal Grey	\$ 870.00	\$ 976.00	\$ 1,684.00
American Rose	\$ 919.00	\$ 1,032.00	\$ 1,684.00
Autumn Brown	\$ 919.00	\$ 1,032.00	\$ 1,684.00
Black Galaxy	\$ 919.00	\$ 1,032.00	\$ 1,684.00
Chapel Rose	\$ 919.00	\$ 1,032.00	\$ 1,684.00
Diamond Gray	\$ 919.00	\$ 1,032.00	\$ 1,684.00
Diamond Pink	\$ 919.00	\$ 1,032.00	\$ 1,684.00
Missouri Red	\$ 919.00	\$ 1,032.00	\$ 1,684.00
Vet. Marble	\$ 919.00	\$ 1,032.00	\$ 1,684.00
Academy Black	\$ 1,126.00	\$ 1,268.00	\$ 2,067.00
Barre	\$ 1,126.00	\$ 1,268.00	\$ 2,067.00
Emerald Tone	\$ 1,126.00	\$ 1,268.00	\$ 2,067.00

Markers that are purchased through Mountain View include the following:

Endowment Care Location/Inspection Labor/Installation
Shipping/Delivery

Perma Vases
\$55.00 Each

Director of Parks & Recreation
PO Box 3040
320 Warner Milne Rd.
Oregon City, OR 97045
503-657-0891 Ext. 230
Fax 503-657-6629

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503-657-8287
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30 April, 2003

Honorable Mayor Alice Norris
P.O. Box 3040
Oregon City, Oregon 97045

Re: Request for reconsideration.
The Future of Mountain View Cemetery
Proposal for City of Oregon City to purchase Jubb Property

Dear Mayor Norris,

The purchase of the Jubb property located inside the boundaries of Mountain View Cemetery is paramount to present day and future generations of Oregon City residents. We strongly advocate re-consideration to purchase same & reiterate that the opportunity to do so should not be allowed to be by-passed.

A **solid investment**: purchase price \$175,000. with a financial return of \$2,614,040. (See attachment dated 29 January, 2003). Where could we ever get a better return?

We propose the following:

As of April 21, 2003 the balance of the Cemetery Endowment Fund was \$323,462.00 earning 1.5% interest.

We request the transfer of \$175,000. from the Cemetery Endowment Fund to purchase the property with re-payment & reimbursement of interest as follows:

- One Hundred Per Cent (100%) of total cemetery lot sales of Jubb property reimbursed to endowment fund.
- Every other cemetery lot sale in Sections M & N reimbursed to endowment fund.

Land prices are increasing. Cemetery lot prices are reviewed approximately every two years, comparing prices with other cemeteries and increased accordingly. Increased lot prices escalate re-payment to the endowment fund.

The present condition of the Jubb property, (a prominent eye sore), is a detriment to present day cemetery lot sales. The location of the Jubb property indicates a continual detriment to all future cemetery lot sales, **if sold to a private developer**.

The one and only opportunity to purchase is still available. This availability can change at any time.

As a vital concern, we strongly recommend the proposal and request to transfer the purchase price from the cemetery endowment fund. We most appreciate your consideration and re-consideration.

If for any reason our proposal is rejected, may we respectfully request your reasons for non-use of the endowment fund and may we request the mayor or an appointee for a work session.

Thank you.

Sincerely,

Friends of Mountain View
Leo Epperson, Chairman
466 Barker Avenue
Oregon City, OR 97045 Telephone: 503-656-3806

c.c. Commissioner Doug Neeley
 Commissioner Gary Hewitt
 Commission Bob Bailey
 Commissioner Tom Lemmons
 Edward Allick Howard Klemsen Randy Thommen
 Don Andersen John Williams Oscar Geisler
 Jim Garvison Carolyn Winslow Druhl Larry Potter
 Dee Craig Chris Wadsworth

Enclosure: January 29, 2003 Attachment

29 January, 2003

Honorable Mayor Alice Norris
P.O. Box 3040
Oregon City, Oregon 97045

Re: The Future of Mountain View Cemetery.
Proposal for City of Oregon City to purchase Jubb Property located inside
the boundaries of Mountain View Cemetery.

Dear Mayor Norris,

A one and only opportunity to make Mountain View Cemetery complete for future generations of Oregon City residents has become available. A one acre property, available from the estate of the Jubb family will only be held a short time before going on the market "for sale" to any private developer.

Asking price for this one (1) acre property is \$175,000.

The financial impact for potential use of said property would be \$2,614,040.00 (gross). Breakdown as follows:

One (1) Acre = 914 Grave Spaces.

1. 914 grave spaces @ \$1,450.00 each =	\$1,325,300.00
2. Opening & Closing Costs for 914 grave spaces.	548,400.00
3. Administration Fee for 914 grave spaces.	132,530.00
4. Single Markers for 914 grave spaces.	607,810.00
5. Total Revenue for grave spaces in the Jubb property at today's current pricing.	\$2,614,040.00
6. Lot Sales Cemetery Fund 85%	\$2,221,934.00
7. Lot Sales Endowment Fund 15%	392,106.00

The purchase of this property would be a solid investment for the city, as the fact and logic of the above figures denote.

The \$2,614,040.00 gross income generated would provide much needed income for operations, maintenance and perpetual care endowments. There would be

improved access to newly opened upper level burial plots and the grounds would be enhanced.

The purchase of the Jubb property would assure continued financial success for Mountain View Cemetery by providing additional gravesites, thus providing for future generations of Oregon City residents.

This one and only opportunity dictates expedience as the property will only be available a brief amount of time. A possible funding option might be for the City to borrow from an internal fund with a five, (5) year pay back.

We know of this commissions interest in the historical part of this city. Mountain View Cemetery is one of the oldest and most historic in the West. Although, the cemetery recognizes its established date as 1854, the first known burial actually occurred in December 1847 and the second oldest headstone is dated June 9, 1851. Actual deed conveyance for the cemetery was recorded in 1863 when Wm. Livingston & Mary Holmes deeded five (5) acres of land for \$5.00 to the city council of Oregon City for the use as a public cemetery. Mountain View Cemetery is the final resting-place of many pioneers who settled this area and many leading citizens through out Oregon City's history.

We invite the Mayor and Commission to visit, Mountain View Cemetery to view the property mentioned in the above proposal as well as to see the improvements made to the cemetery.

We strongly recommend the above proposal and most appreciate your consideration. Because of the time element involved, we respectfully request that this proposal be placed on your earliest possible agenda and may we be advised of same. Thank you.

Sincerely,

Friends of Mountain View
Leo Epperson, Chairman
466 Barker Avenue
Oregon City, OR 97045 Telephone: 503-656-3806

c.c. Commissioner Doug Neeley
Commissioner Gary Hewitt
Commissioner Bob Bailey
Commissioner Tom Lemmons

Edward Allick
Jim Garvison
Larry Potter
Suzanne Wood

Randy Thommen
John Williams
Howard Klemsen
Carolyn Druhl

Don Anderson
Dee Craig
Oscar Geisler
Chris Wadsworth

21st Century

	Week 1	Week 2	Week 3	Week 4
Enrollment	15	15	15	15
Revenue	\$960	\$960	\$960	\$960
Staff Costs	\$595	\$595	\$595	\$595
Supplies	\$100	\$100	\$100	\$100
Total Costs	\$695	\$695	\$695	\$695
Net	\$ 265.00	\$ 265.00	\$ 265.00	\$ 265.00

Total 21st Century

60	15
\$3,840	(Average)
\$2,380	
\$400	
\$2,780	
\$ 1,060.00	

Field Trips

	Oaks Park	Week 2	OMSI	Bowling	Zoo	Oxbow	Ench Forr	ELC	Bullwinkles
Enrollment	16	Canceled	19	29	14	11	30	14	38
Revenue	\$480		\$266	\$406	\$224	\$154	\$540	\$196	\$684
Staff Costs	\$231		\$231	\$135	\$175	\$112	\$287	\$175	\$231
Transportation	\$107		\$158	\$65	\$155	\$171	\$194	\$44	\$146
Admission	\$210		\$72	\$124	\$90	\$22	\$274	\$35	\$399
Total Costs	\$548		\$461	\$324	\$420	\$305	\$755	\$254	\$776
Net	\$ (68.00)		\$ (195.00)	\$ 82.00	\$ (196.00)	\$ (151.00)	\$ (215.00)	\$ (58.00)	\$ (92.00)

Total Field Trips

171	21
\$2,950	(Average)
\$1,577	
\$1,040	
\$1,226	
\$3,843	
(\$893)	

Chapin Drop-in

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
Enrollment									
Revenue	\$39	\$23	\$32	\$40	\$73	\$53	\$52	\$38	\$64
Staff Costs	\$246	\$246	\$246	\$246	\$246	\$246	\$246	\$246	\$246
Supplies	\$39	\$23	\$32	\$40	\$73	\$53	\$52	\$38	\$64
Total Costs	\$285	\$269	\$278	\$286	\$319	\$299	\$298	\$284	\$310
Net	\$ (246.00)	\$ (246.00)	\$ (246.00)	\$ (246.00)	\$ (246.00)	\$ (246.00)	\$ (246.00)	\$ (246.00)	\$ (246.00)

Total Chapin

0
\$414
\$2,214
\$414
\$2,628
(\$2,214)

Hillendale Drop-in

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
Enrollment									
Revenue	\$21	\$11	\$23	\$19	\$15	\$16	\$18	\$14	\$17
Staff Costs	\$246	\$246	\$246	\$246	\$246	\$246	\$246	\$246	\$246
Supplies	\$21	\$11	\$23	\$19	\$15	\$16	\$18	\$14	\$17
Total Costs	\$267	\$257	\$269	\$265	\$261	\$262	\$264	\$260	\$263
Net	\$ (246.00)	\$ (246.00)	\$ (246.00)	\$ (246.00)	\$ (246.00)	\$ (246.00)	\$ (246.00)	\$ (246.00)	\$ (246.00)

Total Hillendale

0
\$154
\$2,214
\$154
\$2,368
(\$2,214)

Summer Totals

Enrollment	538
Revenue	\$19,414
Staff Costs	\$19,370
Transportation	\$1,675
Admission	\$1,226
Supplies	\$2,529
Total Costs	\$24,800
Net	-\$5,387

Minus drop-in, the program net was (\$959)

Summer Recreation Program Analysis 2003

Rivercrest

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
Enrollment	10	7	15	12	7	10	7	11	7
Revenue	\$500	\$350	\$750	\$600	\$350	\$500	\$350	\$550	\$350
Staff Costs	\$515	\$548	\$625	\$674	\$657	\$626	\$624	\$638	\$621
Supplies	\$78	\$78	\$78	\$78	\$78	\$78	\$78	\$78	\$78
Total Costs	\$593	\$626	\$703	\$752	\$735	\$704	\$702	\$716	\$699
Net	\$ (92.78)	\$ (275.78)	\$ 47.22	\$ (151.78)	\$ (384.78)	\$ (203.78)	\$ (351.78)	\$ (165.78)	\$ (348.78)

Total Rivercrest	86	10
	\$4,300	(Average)
	\$5,528	
	\$700	
	\$6,228	
	(\$1,928)	

Kids Conn

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
Enrollment	5	Canceled	8	7	Canceled	6	3	3	11
Revenue	\$80		\$128	\$112		\$96	\$48	\$48	\$176
Staff Costs	\$113		\$124	\$100		\$100	\$116	\$100	\$106
Supplies	\$27	\$0	\$27	\$27	\$0	\$27	\$27	\$27	\$27
Total Costs	\$140	\$0	\$151	\$127	\$0	\$127	\$143	\$127	\$133
Net	\$ (59.57)	\$ -	\$ (22.57)	\$ (14.57)	\$ -	\$ (30.57)	\$ (94.57)	\$ (78.57)	\$ 43.43

Total Kids Conn	43	6
	\$688	(Average)
	\$759	
	\$186	
	\$945	
	(\$257)	

Tennis

	Week 1	Week 5
Enrollment	11	6
Revenue	\$385	\$210
Staff Costs	\$280	\$140
Supplies		
Total Costs	\$280	\$140
Net	\$ 105.00	\$ 70.00

Total Tennis	17	6
	\$595	(Average)
	\$420	
	\$0	
	\$420	
	\$ 175.00	

Karate

	Session 1
Enrollment	24
Revenue	\$2,352
Staff Costs	\$2,040
Supplies	
Total Costs	\$2,040
Net	\$ 312.00

Total Karate	24	24
	\$2,352	(Average)
	\$2,040	
	\$0	
	\$2,040	
	\$ 312.00	

Golf

	Session 1
Enrollment	4
Revenue	\$360
Instructional Fees	\$306
Supplies	
Total Costs	\$306
Net	\$ 54.00

Total Golf	4	4
	\$360	(Average)
	\$306	
	\$0	
	\$306	
	\$ 54.00	

Aqua Camp

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7		
Enrollment	24	24	24	22	23	22	24		
Revenue	\$912	\$810	\$960	\$988	\$1,007	\$942	\$982		
Staff Costs	\$750	\$613	\$613	\$613	\$613	\$613	\$700		
Supplies	\$97	\$97	\$97	\$97	\$97	\$97	\$97		
Total Costs	\$847	\$710	\$710	\$710	\$710	\$710	\$797		
Net	\$ 64.74	\$ 99.24	\$ 249.24	\$ 277.74	\$ 296.74	\$ 231.24	\$ 185.14		

Total Aqua Camp	163
	\$6,600
	\$4,515
	\$681
	\$5,196
	\$1,404

Summer 2003 Summary

Enrollment	337
Revenue	\$ 8,295.00
Staff Costs	\$ 9,053.00
Supplies	\$ 886.01
Total Costs	\$ 9,939.01
Net	\$ (239.93)

Summer 2002 Summary

	Summer Totals
Enrollment	538
Revenue	\$19,414
Staff Costs	\$19,370
Transportation	\$1,675
Admission	\$1,226
Supplies	\$2,529
Total Costs	\$24,800
Net	-\$5,386
Minus drop-in, the program net was (\$959)	

Summer Recreation Program Analysis 2002

Rivercrest

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
Enrollment	20	12	26	22	18	10	26	12	27
Revenue	\$923	\$425	\$1,170	\$1,036	\$866	\$473	\$1,170	\$540	\$1,215
Staff Costs	\$924	\$693	\$924	\$868	\$756	\$924	\$812	\$924	\$1,155
Supplies	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110
Total Costs	<u>\$1,034</u>	<u>\$803</u>	<u>\$1,034</u>	<u>\$978</u>	<u>\$866</u>	<u>\$1,034</u>	<u>\$922</u>	<u>\$1,034</u>	<u>\$1,265</u>
Net	\$ (111.00)	\$ (378.00)	\$ 136.00	\$ 58.00	\$ -	\$ (561.00)	\$ 248.00	\$ (494.00)	\$ (50.00)

Total Rivercrest	173	19
	\$7,818	(Average)
	\$7,980	
	\$990	
	<u>\$8,970</u>	
	<u>(\$1,152)</u>	

Kids Conn

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
Enrollment	10	Canceled	13	9	7	6	11	Canceled	10
Revenue	\$143		\$195	\$128	\$105	\$90	\$165		\$143
Staff Costs	\$102		\$102	\$102	\$102	\$102	\$102		\$78
Supplies	\$45	\$0	\$45	\$45	\$45	\$45	\$45		\$45
Total Costs	<u>\$147</u>	<u>\$0</u>	<u>\$147</u>	<u>\$147</u>	<u>\$147</u>	<u>\$147</u>	<u>\$147</u>	<u>\$0</u>	<u>\$123</u>
Net	\$ (4.50)	\$ -	\$ 48.00	\$ (19.50)	\$ (42.00)	\$ (57.00)	\$ 18.00	\$ -	\$ 19.50

Total Kids Conn	66	9
	\$968	(Average)
	\$690	
	\$315	
	<u>\$1,005</u>	
	<u>(\$38)</u>	

age 5-7

age 8-10

Soccer

	Week 1	Week 5	Week 5	Week 6
Enrollment	10	8	5	10
Revenue	\$315	\$240	\$220	\$350
Staff Costs	\$240	\$240	\$280	\$280
Supplies	\$22	\$22	\$22	\$22
Total Costs	<u>\$262</u>	<u>\$262</u>	<u>\$302</u>	<u>\$302</u>
Net	\$ 53.00	\$ (22.00)	\$ (82.00)	\$ 48.00

Total Soccer	33	8
	\$1,125	(Average)
	\$1,040	
	\$88	
	<u>\$1,128</u>	
	<u>\$ (3.00)</u>	

Tennis

	Week 1	Week 5
Enrollment	5	5
Revenue	\$165	\$165
Staff Costs	\$128	\$128
Supplies	\$20	\$20
Total Costs	<u>\$148</u>	<u>\$148</u>
Net	\$ 17.50	\$ 17.50

Total Tennis	10	5
	\$330	(Average)
	\$255	
	\$40	
	<u>\$295</u>	
	<u>\$ 35.00</u>	

Sports Camp

	Week 1	Week 2
Enrollment	9	16
Revenue	\$675	\$1,140
Staff Costs	\$510	\$510
Field Trips	\$266	\$369
Supplies	\$64	\$64
Total Costs	<u>\$840</u>	<u>\$574</u>
Net	\$ (165.00)	\$ 566.00

Total Sports Camp	25	13
	\$1,815	(Average)
	\$1,020	
	\$635	
	\$128	
	<u>\$1,414</u>	
	<u>\$ 401.00</u>	

REVENUE

City of Oregon City Revenue Preparation Worksheet													
		1993 - 1994	1994 - 1995	1995 - 1996	1996 - 1997	1997 - 1998	1998 - 1999	1999-00	2000 - 2001	2001 - 2002	2002 - 2003	2003 - 2004	
		Received	Received	Received	Received	Received	Received	Received	Received	Received	Received	Budgeted	
405	CEMETERY FUND												
171	CEMETERY OPERATIONS												
500	CHARGES FOR SERVICES												
510	SALES OF SPACE												
511	CEMETERY-SALE OF LOTS	\$ 39,229.00	\$ 42,726.00		\$ 44,480.00	\$ 42,905.00		\$ 59,018.00	\$ 59,278.00	\$ 54,554.00	\$ 84,834.67	76,000	
512	CEMETERY-SALE OF CRYPTS	\$ 21,724.00	\$ 32,920.00		\$ 17,438.00	\$ 17,262.00		\$ 18,657.00	\$ 24,250.00	\$ 23,202.00	\$ 25,215.00	30,000	
513	CEMETERY-SALE OF NICHES	\$ 4,496.00	\$ 5,274.00		\$ 3,157.00	\$ 1,398.00		\$ 9,967.00	\$ 7,078.00	\$ 7,464.00	\$ 13,200.00	15,176	
520	LABOR CHARGES												
521	CEMETERY-LABOR SALES	\$ 38,980.00	\$ 60,186.00		\$ 53,697.00	\$ 54,316.00		\$ 54,740.00	\$ 58,396.00	\$ 54,212.00	\$ 48,571.00	70,900	
522	CEMETERY-INTERMENT CHGS	\$ 10,700.00	\$ 16,900.00		\$ 16,800.00	\$ 13,530.00		\$ 19,865.00	\$ 14,910.00	\$ 7,175.00	\$ 14,020.00	18,221	
530	SALES OF MATERIALS												
531	CEMETERY-MATERIAL SALES	\$ 2,125.00	\$ 2,407.00		\$ 2,996.00	\$ 2,992.00		\$ 6,597.00	\$ 11,797.00	\$ 16,832.00	\$ 1,037.00	11,500	
532	CEMETERY-NAME PLATES	\$ 11,450.00	\$ 13,282.00		\$ 15,995.00	\$ 12,738.00		\$ 18,417.00	\$ 16,304.00	\$ 14,090.00	\$ 17,130.00	27,190	
533	CEMETERY-LINER SALES	\$ 14,900.00	\$ 16,470.00		\$ 13,735.00	\$ 12,930.00		\$ 13,050.00	\$ 19,340.00	\$ 13,400.00	\$ 12,390.00	20,481	
534	CEMETERY-HEADSTONE SALES	\$ 15,045.00	\$ 24,931.00		\$ 19,981.00	\$ 21,091.00		\$ 45,993.00	\$ 21,414.00	\$ 51,634.00	\$ 44,629.00	35,000	
535	RECORDING & FILING FEES	\$ -	\$ 8,000.00		\$ 19,370.00	\$ 17,970.00		\$ 22,905.00	\$ 22,325.00	\$ 19,170.00	\$ 20,590.00	24,500	
555	NSF CHECKS/CHARGED BACK	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ -		
556	MEMORIAL WALL	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 1,560.00	9,000	
	ENGRAVING	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 4,745.00	3,500	
	VASES	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 1,495.00	1,500	
	URNS	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 595.00	0	
	CREMATION VAULTS	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 630.00	0	
	MARKER SETTING FEE	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 226.00	0	
	SATURDAY SERVICES	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 5,400.00	0	
	MONUMENT PRIVILEGE FEE	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 500.00	0	
	FOUNDATION SETTING FEE	\$ -	\$ -					\$ -	\$ -		\$ -	0	
581	MISC INCOME	\$ 315.00	\$ -		\$ 1,890.00	\$ 50.00		\$ 6,264.00	\$ 340.00	\$ (4,825.00)	\$ -	0	
	CHARGES FOR SERVICES	\$158,964.00	\$223,098.00		\$209,539.00	\$197,182.00		\$275,473.00	\$ 255,432.00	\$ 258,908.00	\$ 296,767.67	342,968	
800	OTHER FINANCING SOURCES												
891	TRF FM OC-METRO ENHANCEMEN									\$ 18,500.00	\$ 18,500.00	18,500	
	OTHER FINANCING SOURCES							\$ -	\$ -	\$ 18,500.00	\$ 18,500.00	18,500	
900	BEGINNING FUND BALANCES												
911	BEGINNING FUND BALANCE												
918	MAUSOLEUM TRUST TRANSFER												
980	ACCRUED EXPENSES												
	BEGINNING FUND BALANCES							\$ -	\$ -	\$ -	\$ -	0	
	Total CEMETERY FUND 405							\$275,473.00	\$ 255,432.00	\$ 275,408.00	\$ 315,267.67	361,468	

EXPENSES

City of Oregon City Expenditure Preparation Worksheet												
		1993 - 1994 EXPENDED	1994 - 1995 EXPENDED	1995 - 1996 EXPENDED	1996 - 1997 EXPENDED	1997 - 1998 EXPENDED	1998 - 1999 EXPENDED	1999 - 2000 EXPENDED	2000 - 2001 EXPENDED	2001 - 2002 EXPENDED	2002 - 2003 EXPENDED	2003 - 2004 BUDGETED
405	CEMETERY FUND											
171	CEMETERY OPERATIONS											
110	MANAGEMENT				\$ -	\$ -	\$ -	0				
111	DIRECTOR (S)	\$ -	\$ -		\$ -	\$ -	\$ -	0	\$ 4,285.00	\$ 4,868.00	\$ 6,231.00	\$ 5,849.00
113	OTHER MANAGEMENT GROUP	\$ -	\$ -		\$ -	\$ -	\$ -	0	\$ 18,114.00	\$ 28,920.00	\$ 31,254.00	\$ 33,864.00
	MANAGEMENT	\$ -	\$ -						\$ 22,399.00	\$ 33,788.00	\$ 37,485.00	\$ 39,713.00
120	FULL TIME EMPLOYEES											
121	MAIN STAFF	\$ 62,979.00	\$ 53,236.00		\$ 74,996.00	\$ 87,774.00		\$ 88,868.00	\$ 76,493.00	\$ 81,250.00	\$ 99,403.00	\$ 104,650.00
122	SECRETARIAL	\$ -	\$ 10,794.00		\$ 12,129.00	\$ 11,137.00		\$ -	\$ -	\$ -	\$ -	\$ -
	FULL TIME EMPLOYEES	\$ 62,979.00	\$ 64,030.00		\$ 87,125.00	\$ 98,911.00		\$ 88,868.00	\$ 76,493.00	\$ 81,250.00	\$ 99,403.00	\$ 104,650.00
130	REGULAR PART-TIME											
132	PART-TIME PERS PAYROLL	\$ -	\$ 260.00		\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
133	PART-TIME NON-PERS PAYROLL	\$ -	\$ -		\$ 4,196.00	\$ 2,590.00		\$ 3,865.00	\$ 14,304.00	\$ 11,191.00	\$ 1,953.00	\$ 11,940.00
	REGULAR PART-TIME	\$ -	\$ 260.00		\$ 4,196.00	\$ 2,590.00		\$ 3,865.00	\$ 14,304.00	\$ 11,191.00	\$ 1,953.00	\$ 11,940.00
140	OTHER PART-TIME											
141	SEASONAL	\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -
142	TEMPORARY	\$ 8,679.00	\$ 5,049.00		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -
	OTHER PART-TIME	\$ 8,679.00	\$ 5,049.00		\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
150	OTHER SALARIES											
151	OVERTIME	\$ 3,808.00	\$ 3,578.00		\$ 3,844.00	\$ 7,218.00		\$ 2,143.00	\$ 782.00	\$ 243.00	\$ 422.00	\$ 3,500.00
	OTHER SALARIES	\$ 3,808.00	\$ 3,578.00		\$ 3,844.00	\$ 7,218.00		\$ 2,143.00	\$ 782.00	\$ 243.00	\$ 422.00	\$ 3,500.00
220	VARIABLE ALL EMPLOYEES											
221	FICA - SOCIAL SECURITY	\$ 5,745.00	\$ 5,549.00		\$ 7,160.00	\$ 8,236.00		\$ 7,222.00	\$ 8,677.00	\$ 9,589.00	\$ 10,511.00	
222	WORKMEN'S COMPENSATION	\$ 2,843.00	\$ 2,623.00		\$ 2,078.00	\$ 2,582.00		\$ 1,985.00	\$ 2,731.00	\$ 3,811.00	\$ 5,051.00	
223	EMPLOYMENT INSURANCE	\$ 76.00	\$ 146.00		\$ 95.00	\$ 109.00		\$ 95.00	\$ 114.00	\$ 253.00	\$ 382.00	
224	TRI-MET PAYROLL TAX	\$ 373.00	\$ 451.00		\$ 588.00	\$ 672.00		\$ 587.00	\$ 707.00	\$ 785.00	\$ 866.00	
229	ACCRUED SALARIES AND BENEFITS	\$ 1,636.00	\$ (1,159.00)		\$ 636.00	\$ (3,351.00)		\$ 8,106.00	\$ (867.00)	\$ (3,017.00)	\$ -	
	VARIABLE ALL EMPLOYEES	\$ 10,673.00	\$ 7,610.00		\$ 10,557.00	\$ 8,248.00		\$ 17,995.00	\$ 11,362.00	\$ 11,421.00	\$ 16,810.00	
230	MONTHLY CHARGE COSTS											
231	HEALTH INSURANCE	\$ 9,617.00	\$ 10,002.00		\$ 11,375.00	\$ 12,745.00		\$ 12,272.00	\$ 15,820.00	\$ 22,039.00	\$ 28,089.00	

- Artists or arts professionals (3)
- Business community (2)
- Clackamas Town Center (1)
- Clackamas Co. CPO (1)

Artist Solicitation and Selection

The team will be solicited through a “Call to Artists” which will include:

- The vision for and purpose of the piece
- Site description with drawings or photographs
- Budget (“not to exceed” dollar figure) and timeline
- What to include in a cost estimate
- Team requirements
- Selection criteria
- Selection process

The “Call” can be distributed to Oregon artists only; to artists in the Northwest; to artists in the Western states, or nationally. The farther away the artists live, the greater the percentage of the budget that will be used for travel expenses. The closer the artist is, the more he/she can devote to the project.

A planning document states that, “It is from the original Clackamas County that the states of Washington, Idaho, Montana and Oregon and a large portion of California were formed.” The solicitation could be limited to those states.

Finalists (two – four teams) will be selected and paid a fee of \$1,500 to develop proposals. Teams will be given specific instructions on what to include in the proposal presentations i.e., drawings, a model, narrative, and a budget or cost estimate. Finalists will present proposals and a selection will be made.

After the selection, a schedule will be established, and the team will refine their project. They will return to the committee at least once (preferably twice) for review of the work before any fabrication begins.

Community input

Involvement from the public safety community can inform the art team and build support for the project. The Steering Committee can recommend a process that will allow for review by a wider contingent of interests.

May 27, 2003

A PROJECT TO HONOR CLACKAMAS COUNTY PUBLIC SAFETY WORKERS

Definition and Purpose of the Project

This project is envisioned as a site-specific artwork to honor the collective family of public safety workers (professionals, non-professionals and volunteers) who have made Clackamas County a safer place for over 100 years. It will highlight the County's public safety professions of law enforcement, fire fighting, rescue operations and emergency medical services.

This project is not intended to honor or memorialize individuals, but rather to educate viewers about the history and breadth of public safety, and foster a deeper appreciation for these public servants.

The Site

The site is a one-acre grove of protected mature oak trees on the southern portion of the Clackamas Town Center campus, directly south of J. C. Penney's. It is bounded on the north by parking, on the south by SE Sunnyside Road, and on the west by the southern entrance of the Town Center at 93rd Avenue.

The site is currently viewed from moving cars or from cars waiting to pass through the light. Pedestrians must make an effort to get to the site. It is accessible either through a large parking lot or via a sidewalk along Sunnyside Road. Parking is available adjacent to the site.

Vision for this Project

This project is considered an environmental artwork because visual art and landscaping elements will be intertwined to transform the entire site into a "tribute grove." Both art and landscaping elements must be carefully integrated with the protected grove of beautiful oak trees and should draw attention to the site or draw people to the site by car or on foot, such as aerial or kinetic pieces.

The project should engage viewers in the story or stories about public safety in Clackamas County. It will be an active, colorful site that is life-affirming, joyful and educational. Interactive elements, such as sound, water, or movement, are desirable. It should not be somber or overly dignified. Limited narrative can support visual and environmental elements.

Project Designers

A team of an artist or artists, along with an architect and/or a landscape architect is desirable, with the artist in the lead. Either a landscape architect or an architect must be included. Functional elements like lighting, seating, signage or graphics can be included in the overall piece. Finalist teams will be expected to propose only low-maintenance, low water, native plantings as well as an overall maintenance plan.

Fundraising, Ownership and Maintenance/Conservation

The Clackamas Fire and Emergency Services Foundation will undertake fundraising for the project and serve as the legal organization for agreements, contracts and ownership of the commissioned artwork, as well as the fiscal agent for urban renewal funds that will be contributed.

The Foundation will establish a legal agreement for ongoing landscape and artwork maintenance (watering, cleaning, pruning, litter removal, etc.) and appropriate conservation of artworks (polishing, cleaning, removal of gum, environmental pollutant build-up, etc.). An annual maintenance/conservation budget can be established once the piece is selected.

Steering Committee

A Steering Committee will solicit artists, select the art team and guide the project. The Steering Committee will be assisted by an art consultant. The Steering Committee will:

- Establish a budget
- Determine where to solicit artists: Oregon only; Pacific Northwest, west coast?
- Determine type of call: by invitation or open call
- Review and approve a "Call to Artists"
- Recommend artists for the project
- Select the artist/architect team
- Review the team's developed designs
- Report their recommendations to the Foundation
- Establish a public outreach process and solicit public comment
- Oversee fabrication and installation
- Establish a plan for the long-term maintenance and conservation

The Steering Committee will include the following representation:

- Public Safety organizations (5 members)
- Foundation Board of Trustees (3)