FORMATION; CHANGES OF ORGANIZATION
(Generally)

198.705 Definitions for ORS 198.705 to 198.955. As used in ORS 198.705 to 198.955, unless the context requires otherwise:

(1) “Affected county” means each county which contains or would contain any territory for which a formation or a change of organization is proposed or ordered or which contains all or any part of a district for which a change of organization is proposed or ordered.

(2) “Affected district” means each district which contains or would contain territory for which a formation or a change of organization is proposed or ordered.

(3) “Annexation” includes the attachment or addition of territory to, or inclusion of territory in, an existing district.

(4) “Change of organization” means the annexation or withdrawal of territory to or from a district, the merger or consolidation of districts or the dissolution of a district.

(5) “Consolidation” means the uniting or joining of two or more districts into a single new successor district.

(6) “County board” means the county court or board of county commissioners of the principal county.

(7) “Dissolution” includes disincorporation, extinguishment or termination of the existence of a district and the cessation of all its corporate powers, except for the purpose of winding up the affairs of the district.

(8) “District” has the meaning given that term in ORS 198.010 (2) to (4), (6) to (14), (17) to (23) and (25). In addition, “district” means any one of the following:

(a) A county road district organized under ORS 371.055 to 371.110.

(b) A county service district organized under ORS chapter 451.

(c) The Port of Portland created by ORS 778.010.

(d) A translator district organized under ORS 354.605 to 354.715.

(9) “District board” means the governing board of a district.

(10) “Formation” includes incorporation, organization or creation of a district.

(11) “Inhabited territory” means territory within which there reside 12 or more persons who have been registered to vote within the territory for at least 30 days prior to the date a proceeding is commenced under ORS 198.705 to 198.955.

(12) “Landowner” or “owner of land” means any person shown as the owner of land on the last assessment roll. However, if the person no longer holds the title to the property, then the terms mean any person entitled to be shown as owner of land on the next assessment roll, or, when land is subject to a written agreement of sale, the terms mean any person shown in the agreement as purchaser to the exclusion of the seller. “Landowner” or “owner of land” includes any public agency owning land.
(13) “Legal representative” means:
   (a) An officer of a corporation duly authorized, by the bylaws or a resolution of the board of directors of the corporation, to sign for and on behalf of the corporation; and
   (b) A guardian, executor, administrator or other person holding property in a trust capacity under appointment of court, when authorized by an order of court, which order may be made without notice.

(14) “Merger” means the extinguishment, termination and cessation of the existence of one or more districts by uniting with and being absorbed into another district.

(15) “Notice” includes an ordinance, resolution, order or other similar matter providing notice which ORS 198.705 to 198.955 authorize or require to be published, posted or mailed.

(16) “Principal Act” means the statutes which describe the powers of a district, including the statutes under which a district is proposed or is operating.

(17) “Principal county” or “county” means the county in which the district, or the greater portion of the assessed value of all taxable property in the district, as shown by the most recent assessment roll of the counties, is located at the time proceedings are initiated to form a district, but for any district formed prior to and existing on September 9, 1971, “principal county” or “county” means the county in which the district, or the greater portion of the value of all taxable property in the district, as shown by the most recent assessment roll of the counties, was located on September 9, 1971.

(18) “Proceeding” means a proceeding for formation or for change of organization conducted pursuant to ORS 198.705 to 198.955.

(19) “Uninhabited territory” means territory within which there reside less than 12 electors who were residents within the territory 30 days prior to the date a proceeding is commenced under ORS 198.705 to 198.955.

(20) “Withdrawal” includes the detachment, disconnection or exclusion of territory from an existing district. [1971 c.727 §1; 1981 c.804 §72; 1983 c.83 §7; 2003 c.14 §98; 2007 c.179 §6; 2007 c.562 §22c]

198.710 [1971 c.727 §2; 1975 c.782 §48c; 1977 c.756 §4; 1979 c.108 §5; 1979 c.877 §1; 1981 c.226 §21; repealed by 2007 c.179 §9]

198.715 Short title; procedure for formation or change of organization. (1) ORS 198.705 to 198.955 may be cited as the District Boundary Procedure Act.

(2) Except as otherwise provided by ORS 199.410 to 199.519, all district formation or change of organization proceedings shall be initiated, conducted and completed as provided by ORS 198.705 to 198.955. However, ORS 198.705 to 198.955 are not intended to apply when a change of organization is made by statute as provided by ORS 222.510 to 222.580, 451.573 to 451.577 and 451.585. [1971 c.727 §4]

198.720 Boundaries; filing boundary change with county assessor and Department of Revenue. Except as otherwise specifically provided by the principal Act:

(1) A district may consist of contiguous or noncontiguous territory located in one or more adjoining counties. If any part of the territory subject to a petition for formation or annexation
is within a city, the petition shall be accompanied by a certified copy of a resolution of the
governing body of the city approving the petition.

(2) A district may not include territory included within another district formed under the
same principal Act when the other district is authorized to perform and is performing the
services the affected district is authorized to perform, unless:

(a) Withdrawal of such territory is proposed and the territory is withdrawn by
withdrawal proceedings conducted in the other district simultaneously with the
formation or annexation proceedings, and the proposed boundary changes are
approved for both districts; or

(b) The principal Act provides for automatic withdrawal of the affected territory in
such a case.

(3) The boundary lines of a district formed under ORS 198.705 to 198.955 shall include only
such territory as may in reason be served by the facilities or services of the district.

(4) For purposes of ad valorem taxation, a boundary change must be filed in final approved
form with the county assessor and the Department of Revenue as provided in ORS 308.225.
[1971 c.727 §5; 2001 c.138 §2]

198.725 Procedure when two counties affected. If there are two or more affected counties
in a proceeding under ORS 198.705 to 198.955, any notices, proceedings, orders or any other
act authorized or required to be given, taken or made by the county board, the county clerk or
any other officer of a county, shall be given, taken or made by the persons holding such offices
in the principal county. Officers of an affected county other than the principal county shall
cooperate with the officers of the principal county and shall furnish the officers of the principal
county with such certificates, records or certified copies of records as may be necessary to
enable the officers of the principal county to comply with ORS 198.705 to 198.955. [1971 c.727
§7]

198.727 Merger or consolidation; procedure when city joined to merged or consolidated
districts. (1) A proposal to merge or consolidate districts may be initiated as provided in ORS
198.895.

(2) A proposal to merge or consolidate districts may provide that a city be joined to the
surviving or successor district for the purpose of receiving service from the district.

(3) If a proposal to merge or consolidate districts includes a proposal to join a city to the
surviving or successor district, the proposal may be initiated as provided in ORS 198.895. [1983
c.142 §5]

198.730 Notice. (1) Except as otherwise provided by ORS 198.705 to 198.955, when notice is
required or authorized to be published, posted or mailed, it shall be published, posted or
mailed as provided by this section. When notice is required to be given and the duty of giving
the notice is not specifically enjoined upon some officer, agency or person, the county clerk or
the secretary of the district board, as the case may be, shall give notice or cause it to be given.

(2) Notice required to be published shall be published in one or more newspapers of general
circulation within the affected district. If any newspaper is of general circulation in two or more
affected districts, publication in one such newspaper is sufficient publication for all such
affected districts. If no newspaper is of general circulation within the affected district, the publication shall be made in a newspaper of general circulation within the principal county. Published notice of a hearing shall be commenced at least 15 days prior to the date specified in the notice for the hearing, and the last publication shall be made at least five days prior to the hearing.

(3) Notice required to be posted shall be posted on or near the doors of the meeting room of the district board or of the county board, or upon any official public bulletin board customarily used for the purpose of posting public notices by or pertaining to the district or county. Posted notice shall be posted not less than five successive days. If posted notice is notice of a hearing, posting shall be commenced not less than 15 days prior to the date specified in the notice for the hearing.

(4) Mailed notice shall be sent first class and deposited, postage prepaid, in the United States mails and shall be considered to have been given when so deposited. If mailed notice is a notice of a hearing, mailing shall be made not more than 15 days nor less than five days prior to the date specified in the notice for the hearing.

(5) Notice authorized or required to be given by publication, posting or mailing shall contain all matters required by ORS 198.705 to 198.955. If a petition, ordinance, resolution or order of a district board giving notice contains all matters required to be contained in the notice, the county clerk or district secretary may, and shall if required, cause a copy of such petition, ordinance, resolution or order to be published, posted or mailed, in which case no other notice need be given by the clerk or secretary. [1971 c.727 §8; 1983 c.350 §4]

198.735 Right of interested person to appear; written statements. (1) On or before the date set for a hearing on a petition, any person interested in the proposed formation or change of organization of the district may appear and present written statements for or against the granting of the petition or the proposed change.

(2) A written statement for or against a proposed formation or change of organization or a request for an election must be in writing, must clearly specify the defect, error, irregularity or omission to which objection, if any, is made and must be filed within the time and in the manner provided by ORS 198.705 to 198.955. Any statement not so made and filed shall be considered voluntarily waived. [1971 c.727 §§9,10]

198.740 Election procedure governed by law under which district operates; omission governed by district or general election law. When ORS 198.705 to 198.955 require an election to be called within a district, the election shall be conducted as provided by the principal Act of the district or as provided by the principal Act for an election on formation. However, to the extent of an omission in the principal Act:

(1) If the district or territory is defined as a district under ORS 255.012, ORS chapter 255 applies.

(2) If the district is not named in ORS 255.012, the general election laws apply. [1971 c.727 §11; 1983 c.350 §5]

198.745 Content of resolution calling election. A resolution or order calling an election on a proposed formation or change of organization shall:
(1) Provide for giving notice of the special election or elections upon the question.
(2) Designate each district or other territory within which the election or elections are to be held.
(3) Fix a date for the election, which date shall be the same for each election when an election is called upon the same question within more than one territory or district.
(4) State the substance of the question or questions to be submitted to the electors.
(5) Specify any terms and conditions provided for in the formation or change of organization.
(6) Contain such other matters as may be necessary to call, provide for and give notice of the election or elections and to provide for the conduct thereof and the canvass of the returns thereupon. [1971 c.727 §12]

198.747 Effective date of boundary change; filing boundary change with county assessor and Department of Revenue. (1) Notwithstanding any provision of ORS 198.705 to 198.955 that provides a different effective date, an annexation, withdrawal, consolidation or merger shall not become effective during the period:
   (a) Beginning after the 90th day before a primary election or general election and ending on the day after the election; or
   (b) Beginning after the deadline for filing the notice of election before any other election held by any district or other municipal corporation involved in the annexation, withdrawal, consolidation or merger and ending on the day after the election.
(2) If the effective date established for an annexation, withdrawal, consolidation or merger is a date that is prohibited under this section, the annexation, withdrawal, consolidation or merger shall become effective on the day after the election.
(3) For the purposes of ORS 308.225 only, the effective date of an annexation shall be the date of the order declaring the annexation under ORS 198.855.
(4) For purposes of ad valorem taxation, a boundary change must be filed in final approved form with the county assessor and the Department of Revenue as provided in ORS 308.225. [1985 c.808 §67; 1989 c.923 §23; 1995 c.712 §82; 2001 c.138 §3]

Note: 198.747 was added to and made a part of 198.705 to 198.955 by legislative action but was not added to any other series. See Preface to Oregon Revised Statutes for further explanation.

198.748 Prospective petition for formation; filing; content. Before circulating a petition for formation of a district, the petitioner shall file with the county clerk of the principal county a prospective petition. The petitioner shall include with the prospective petition a description of the boundaries of the territory proposed to be included in the district. [1991 c.70 §2]

Note: 198.748 was added to and made a part of 198.705 to 198.955 by legislative action but was not added to any other series. See Preface to Oregon Revised Statutes for further explanation.
198.749 Economic feasibility statement for district formation. Before circulating a petition for formation of a district, the persons designated on the petition as the chief petitioners shall complete an economic feasibility statement for the proposed district. The economic feasibility statement shall form the basis for the proposed permanent rate limit for operating taxes required by ORS 198.750 (1)(g). The economic feasibility statement shall contain:

1. A description of the services and functions to be performed or provided by the proposed district;
2. An analysis of the relationships between those services and functions and other existing or needed government services; and
3. A proposed first year line item operating budget and a projected third year line item operating budget for the new district that demonstrate its economic feasibility. [1989 c.92 §2; 1997 c.541 §342]

198.750 Content of petition proposing formation or change of organization. (1) If a proposal for formation or change of organization of a district is made by petition, the petition shall:

(a) State that the petition is filed pursuant to ORS 198.705 to 198.955.
(b) State the names of all affected districts and all affected counties.
(c) Designate the principal Act of each affected district.
(d) State the nature of the proposal, whether formation of a district or change of organization and the kind of change proposed.
(e) State whether the territory subject to the petition is inhabited or uninhabited.
(f) If the petition is for formation, and district board members are elected, state the number of members on the board.
(g) If the petition is for formation, include a proposed permanent rate limit for operating taxes sufficient to support the services and functions described in the economic feasibility statement required by ORS 198.749. A tax rate limit need not be included in the petition if no tax revenues are necessary to support the services and functions described in the economic feasibility statement. The tax rate limit shall be expressed in dollars per thousand dollars of assessed value. The tax rate limit shall be calculated for the latest tax year for which the assessed value of the proposed district is available.
(h) Set forth any proposed terms and conditions, if any, to which a proposed formation or change of organization is to be subject.
(i) State, or indicate opposite each signature, whether the signers of the petition are landowners within the district or electors registered in the district, or both.
(j) Request that proceedings be taken for the formation or change of organization proposed.

(2) If the petition proposes formation of a district, the petition shall set forth a description of the boundaries of the territory proposed to be included in the district. If the petition proposes annexation or withdrawal of territory, the petition shall set forth a description of the boundaries of the territory to be annexed or withdrawn.

(3) If a petition proposes formation of a district, or consolidation or merger of districts, the petition may propose a name for the new district or for the surviving or successor district.
(4) The circulator of the petition shall certify on each signature sheet of the petition that the circulator witnessed the signing of the signature sheet by each individual whose signature appears on the signature sheet. [1971 c.727 §§13,14; 1983 c.83 §8; 1989 c.92 §3; 1997 c.541 §343; 1999 c.318 §21; 2007 c.848 §20]

198.755 Number of signatures required. (1) A petition for formation shall be signed by not less than:
   (a) Fifteen percent of the electors or 100 electors, whichever is the greater, registered in the territory subject to the petition; or
   (b) Fifteen owners of land or the owners of 10 percent of the acreage, whichever is the greater number of signers, within the territory subject to the petition.
(2) A petition for annexation shall be signed by not less than:
   (a) Fifteen percent of the electors or 100 electors, whichever is the lesser, registered in the area proposed to be annexed; or
   (b) Fifteen owners of land or the owners of 10 percent of the acreage, whichever is the greater number of signers, within the area proposed to be annexed.
(3) A petition for withdrawal shall be signed by not less than:
   (a) Fifteen percent of the electors or 100 electors, whichever is the lesser, registered in the district; or
   (b) Fifteen owners of land or the owners of 10 percent of the acreage, whichever is the greater number of signers, within the district.
(4) A petition for merger and a petition for consolidation shall be signed by not less than:
   (a) Fifteen percent of the electors or 100 electors, whichever is the lesser, registered in each district which it is proposed to merge or consolidate; or
   (b) Fifteen owners of land in each district or the owners of 10 percent of the acreage located in each district, whichever is the greater number of signers.
(5) A petition for dissolution shall be signed by not less than:
   (a) Fifteen percent of the electors registered in the district; or
   (b) Owners of 15 percent of the acreage within the district. [1971 c.727 §15; 1973 c.117 §1; 1983 c.83 §9]

198.760 Requirements for signers of petition; signer’s withdrawal prohibited; chief petitioners designated. (1) Each person signing a petition may also print the person’s name on the petition and shall add after the signature the date of signing. If a person is signing the petition as an elector, the person shall add after the signature the person’s place of residence, giving street and number or a designation sufficient to enable the place of residence to be readily ascertained. If the signer is signing the petition as a landowner, the number of acres of land owned by the signer and the name of the county whose assessment roll is used for the purpose of determining the signer’s right to vote shall be stated in the body of the petition or indicated opposite the signature. If the signer is a legal representative of the owner, the signature shall be accompanied by a certified copy of the signer’s authority to sign as a legal representative.
   (2) After a petition has been offered for filing, a person may not withdraw the person’s name therefrom.
A petition shall designate not more than three persons as chief petitioners, setting forth their names and mailing addresses. A petition may consist of a single instrument or separate counterparts. [1971 c.727 §17; 1973 c.283 §7; 1983 c.567 §18]

198.765 Requirements for filing petition; validity and certification of signatures. (1) A petition shall not be accepted for filing unless the signatures thereon have been secured within six months of the date on which the first signature on the petition was affixed. A petition for formation of a district shall not be accepted for filing if it is not accompanied by the economic feasibility statement required under ORS 198.749. When a petition for formation of a district includes a proposed permanent rate limit for operating taxes, the petition shall be filed not later than 180 days before the date of the next May or November election at which the petition for formation will be voted upon. Petitions required to be filed with the county board shall be filed with the county clerk of the principal county. Petitions required to be filed with the district board shall be filed with the secretary of the district board. It is not necessary to offer all counterparts of a petition for filing at the same time, but all counterparts when certified as provided by subsection (3) of this section shall be filed at the same time.

(2) Within 10 days after the date a petition is offered for filing, the county clerk or district secretary, as the case may be, shall examine the petition and determine whether it is signed by the requisite number of qualified signers. In the case of a petition required or permitted to be signed by landowners, within 10 days after the date a petition is offered for filing, the county assessor shall examine the petition and determine whether it is signed by the requisite number of qualified landowners. If the requisite number of qualified signers have signed the petition, the county clerk or district secretary shall file the petition. If the requisite number have not signed, the county clerk or district secretary shall so notify the chief petitioners and may return the petition to the petitioners.

(3) A petition shall not be filed unless the certificate of the county clerk or the district secretary is attached thereto certifying that the county clerk or district secretary has compared the signatures of the signers with the appropriate records, that the county clerk or district secretary has ascertained therefrom the number of qualified signers appearing on the petition, and that the petition is signed by the requisite number of qualified signers. In the case of a petition required or permitted to be signed by landowners, a petition shall not be filed unless the certificate of the county assessor is attached thereto certifying that the county assessor has compared the signatures of the signers with the appropriate records and that the petition is signed by the requisite number of qualified landowners.

(4) No petition for dissolution shall be accepted for filing within one year after an election held on the question of dissolution of a district. [1971 c.727 §18; 1973 c.117 §2; 1989 c.92 §4; 1991 c.70 §3; 1995 c.712 §83; 1997 c.541 §344; 1999 c.318 §47; 2011 c.8 §2]

198.770 Method of determining validity of landowner signatures. (1) In examining a petition required or permitted to be signed by landowners, the county assessor shall disregard the signature of a person not shown as owner on the last equalized assessment roll unless prior to certification the county assessor is furnished with written evidence, satisfactory to the county assessor, that the signer:

(a) Is a legal representative of the owner;
(b) Is entitled to be shown as owner of land on the next assessment roll;
(c) Is a purchaser of land under a written agreement of sale; or
(d) Is authorized to sign for and on behalf of any public agency owning land.

(2) If a person signing a petition as a landowner appears as owner on the last equalized assessment roll but is shown thereon as a partner, tenant in common or tenant by the entirety, the signature of the person signing shall be counted as if all other owners, as shown on the roll for the same parcel of land, had signed. [1971 c.727 §19; 1999 c.318 §48]

198.775 Security deposit to accompany petition; payment of costs from security deposit; payment of costs by county or district. (1) A petition for formation, annexation, withdrawal or dissolution shall not be accepted for filing unless the petition is accompanied by a bond, a cash deposit or other security deposit as follows:

(a) The bond shall be in a form and in an amount approved by the county board, not to exceed $100 for each precinct in the affected district and any territory to be included in the district, up to a maximum of $10,000. The bond shall be conditioned that, if the attempted formation, annexation, withdrawal or dissolution is not effected, the chief petitioners will pay the costs thereof, excluding any costs incurred by a local government boundary commission under ORS 199.410 to 199.519.

(b) The cash deposit shall be in an amount approved by the county board, not to exceed $100 for each precinct in the affected district and any territory to be included in the district, up to a maximum of $10,000. The cash deposit shall be accompanied by a form prescribed by the Secretary of State. The form shall include the names and addresses of all persons and organizations providing any part of the cash deposit and the amount provided by each, and a statement signed by the chief petitioners that if the costs of the attempted formation, annexation, withdrawal or dissolution exceed the deposit, the chief petitioners shall pay to the county treasurer the amount of the excess costs.

(c) The security deposit other than a bond or cash deposit shall be of a kind and in an amount approved by the county board, not to exceed $100 for each precinct in the affected district and any territory to be included in the district, up to a maximum of $10,000. The security deposit shall be accompanied by a form prescribed by the Secretary of State. The form shall include the names and addresses of all persons and organizations providing any part of the security deposit and the amount and kind provided by each, and a statement signed by the chief petitioners that if the costs of the attempted formation, annexation, withdrawal or dissolution exceed the security deposited, the chief petitioners shall pay to the county treasurer the amount of the excess costs.

(2) If the proposed formation, annexation, withdrawal or dissolution is effected, the district shall be liable for the costs. Not later than the 30th day after the election, if a cash deposit or security deposit other than a bond was made under subsection (1) of this section, the county clerk shall refund the deposit to the persons who made the deposit.

(3) If the proposed formation, annexation, withdrawal or dissolution is not effected, the county shall collect the costs of the attempted formation, annexation, withdrawal or dissolution as follows:
(a) If the chief petitioners posted a bond, the county shall collect on the bond.

(b) If the chief petitioners made a cash deposit, not later than the 30th day after the election, the county clerk shall pay into the general fund of the county that portion of the deposit needed to reimburse the county for the costs. If any portion of the deposit remains after the costs have been paid, the county clerk shall refund the portion to the persons shown on the form filed under subsection (1) of this section as having made the deposit. If the costs exceed the amount of the deposit, the chief petitioners shall pay to the county treasurer the amount of the excess costs.

(c) If the chief petitioners made a security deposit other than a bond or cash deposit, not later than the 30th day after the election, the county clerk shall negotiate or otherwise collect on as much of the security deposit as necessary to reimburse the county for the costs and shall pay the proceeds into the general fund of the county. If any portion of the security deposit or any proceeds of the security deposit remain after the costs have been paid, the county clerk shall return the portion or the remaining proceeds to the persons shown on the form filed under subsection (1) of this section as having made the deposit. If the costs exceed the amount of the proceeds, the chief petitioners shall pay to the county treasurer the amount of the excess costs.

(4) Notwithstanding subsection (1) of this section, the costs of proceedings initiated by a county or district board, excluding costs incurred by a local government boundary commission under ORS 199.410 to 199.519, shall be paid by the initiating board out of county or district funds. [1971 c.727 §20; 1983 c.567 §19]

198.780 Filing of duplicates of certain documents. (1) Within 10 days after a document referred to by subsection (2) of this section is entered, adopted or executed, the board that entered, adopted or executed the document shall file duplicate copies of the document with the Department of Revenue, the Secretary of State and with the county clerk and the county assessor of each county in which any district affected by the document is located.

(2) This section applies to:

(a) An order of formation entered by the county board under ORS 198.810 to 198.840.

(b) An order of annexation entered by the county board under ORS 198.850 to 198.867.

(c) An order of withdrawal entered by the county board under ORS 198.875.

(d) A resolution of merger adopted by the district board under ORS 198.910.

(e) A resolution of consolidation adopted by the district board under ORS 198.910.

(f) The statement executed by the board of trustees of a dissolving district under ORS 198.945. [1971 c.727 §21; 1977 c.884 §1]

198.782 Documents to be filed with Secretary of State before business transacted. No municipal corporation, as defined in ORS 297.405, incorporated or formed in this state after October 3, 1979, shall receive or disburse moneys or transact business of any kind until a notice of incorporation or formation has been filed with the Secretary of State by that corporation. [1979 c.621 §7]
198.785 Proceeding to contest validity of formation or change of organization. (1) If the county clerk refuses to accept and file a petition for formation or for change of organization, or if the county board refuses to call a special election as provided by ORS 198.705 to 198.955, any citizen of the affected district or territory may apply within 10 days after such refusal to the circuit court of the principal county for a writ of mandamus to compel the county board or county clerk to do so. If it is decided by the circuit court that the petition for formation or change of organization is legally sufficient and the requisite number of signatures is attached, the circuit court shall direct the county board to call the election. The suit shall be advanced on the docket and decided by the circuit court as quickly as possible. Either party may appeal as provided for appeals in other proceedings.

(2) An action to determine the validity of a formation or change of organization proceeding may also be brought pursuant to ORS 33.710 and 33.720 or 34.010 to 34.100.

(3) For the purpose of an action to determine or contest the validity of a formation or change of organization, the formation or change shall be considered complete and final upon the date the order of formation or the order, resolution or statement announcing a change of organization is filed with the county clerk as provided by ORS 198.780. [1971 c.727 §22; 1979 c.562 §7; 1979 c.772 §15a]

198.790 Rights of creditors after change of organization; enforcement. No change of organization, or any term or condition thereof, shall impair the rights of any bondholder or other creditor of a district. Notwithstanding ORS 198.705 to 198.955, or of any order changing the organization of a district, or any term or condition thereof, each and every bondholder or other creditor may enforce all the rights of the bondholder or other creditor in the same manner and to the same extent as if the change of organization, term or condition had not been made. Any such rights may also be enforced against agencies, and their respective officers, as follows:

(1) Upon annexation or withdrawal of territory: Against the district to or from which the territory is annexed or withdrawn.

(2) Upon dissolution of a district: Against the successor city, county or district or against a city, county or district receiving distribution of all or any part of the remaining assets of the dissolved district.

(3) Upon merger of two or more districts: Against the surviving district.

(4) Upon consolidation of two or more districts: Against the successor district. [1971 c.727 §23]

198.792 District formation or annexation proceedings to relieve public health danger. (1) Proceedings may be initiated by the county board or any other public agency in accordance with ORS 431.705 to 431.760:

(a) To annex the affected territory to a district, as defined by ORS 431.705; or
(b) To form a metropolitan service district as authorized by ORS chapter 268, or a county service district as authorized by ORS chapter 451, to include the affected territory.

(2) The findings of the Director of the Oregon Health Authority when filed with the county board in accordance with ORS 431.735 or 431.750 shall be considered a petition for the purposes of ORS 198.705 to 198.955. The county board of the principal county shall conduct proceedings in accordance with the findings and order of the director and with ORS 198.705 to 198.955.

(3) In proceedings described by subsection (1) of this section, the county board shall determine whether the affected territory shall be included in a new district or annexed to an existing district. The county board shall not inquire into the need for the proposed service facilities or adjust the boundaries of the affected territory. ORS 198.805 (2), and the provisions of ORS 198.810 and 198.815 providing for an election on the formation of or annexation to a district, do not apply to proceedings under this section. [1973 c.361 §14; 2009 c.595 §175]

198.793 Change of district name. (1) A district may change its name from the name given it in the formation order of the county board under ORS 198.810, or from the name under which it was otherwise incorporated, to a name chosen by resolution of a majority of the members of the district board.

(2) A district board shall not adopt a resolution for a district name change without first publishing notice of the proposed name change under ORS 198.730 (2) and holding a hearing on the matter.

(3) The resolution for a district name change shall take effect 30 days after adoption by the district board unless a petition objecting to the name change is filed as provided in this subsection within those 30 days. The requirements for preparing, circulating and filing a petition under this subsection shall be as provided for an initiative petition in ORS 255.135 to 255.205. If a majority of the electors voting on the question approve the name change, it shall be effective immediately. [1979 c.272 §2; 1983 c.350 §6]

198.794 Effect of district name change; notification to certain officials. (1) All powers, rights, duties and obligations of a district which has adopted a new name under ORS 198.793 shall be continued under the new name. All references to the prior name of the district shall be considered references to the new name.

(2) A district changing its name under ORS 198.793 shall, immediately upon effectiveness of the change, certify the name change to the Director of the Department of Revenue, the county treasurer of the principal county and the county clerk and county assessor of each county in which the district is situated. [1979 c.272 §3]

(Formation)

198.795 Jurisdiction over district formation; duration of jurisdiction. For purposes of a formation proceeding, the county board where the petition is filed shall have original and, except as provided by ORS 199.410 to 199.519, exclusive jurisdiction, coextensive with the boundaries of the proposed district, without regard to county lines. For all purposes under ORS
198.705 to 198.955, the jurisdiction of the county board of the principal county shall continue from the time a district is formed until the district is dissolved. [1971 c.727 §6]

198.800 Formation petition; hearing; notice of hearing. (1) A petition for formation must be filed with the county board of the principal county. Before the petition is filed, the petition must be endorsed by any agency required by the principal Act to endorse or approve the petition. If the petition satisfies the requirements of ORS 198.748, 198.749 and 198.750 to 198.775 and is otherwise sufficient under the principal Act, the county board shall:
   (a) If the county is within the jurisdiction of a local government boundary commission, file the petition with the boundary commission within 10 days after the petition is filed with the board; or
   (b) Set a date for a hearing on the petition. The hearing may not be held less than 30 days or more than 50 days after the date the petition is filed.

(2) The county board shall cause notice of the hearing to be posted in at least three public places and published by two insertions in a newspaper. The notice shall state:
   (a) The purpose for which the district is to be formed.
   (b) The name and boundaries of the proposed district.
   (c) The time and place of the hearing on the petition.
   (d) That all interested persons may appear and be heard.

(3) Except as provided in subsection (1)(a) of this section, this section and ORS 198.805 do not apply in areas subject to the jurisdiction of a local government boundary commission. [1971 c.727 §24; 1983 c.336 §20; 1989 c.92 §5; 2005 c.747 §1]

198.805 Conduct of hearing; standards for formation; notice to nonappearing landowner; order for dissolution. (1) At the time stated in the notice, the county board shall hear the petition and determine, in accordance with the criteria prescribed by ORS 199.462, whether the area could be benefited by the formation of the district. The county board may adjourn the hearing from time to time, but not exceeding four weeks in all unless additional notice is given. The county board may alter the boundaries set forth in the petition to either include or exclude territory. The board may not modify the boundaries to:
   (a) Exclude from the proposed district land that, in the judgment of the board, could be benefited by inclusion in the proposed district; or
   (b) Include in the proposed district land that, in the judgment of the board, could not be benefited by inclusion in the proposed district.

(2) If the county board determines that any land has been improperly omitted from the proposed district and that the owner has not appeared at the hearing, the board shall continue the hearing and shall order notice given to the nonappearing owner requiring the owner to appear before it and show cause, if any, why the land of the owner should not be included in the proposed district. The notice shall be given either by posting and publication, in the same manner as notice of the original hearing and for the same period, or by personal service on each nonappearing owner. If notice is given by personal service, service shall be made at least 10 days prior to the date fixed for the further hearing.

(3) If the county board finds that a proposed county service district may not be needed in the future or that indefinite existence may significantly discourage future boundary changes, it
may require dissolution as provided in ORS 451.620. The order for such dissolution shall specify 
the fiscal year, not later than the 10th fiscal year after the date of the order, in which 
dissolution shall occur. [1971 c.727 §25; 1987 c.504 §5; 2005 c.747 §2]

198.810 Order for formation; final hearing; election; voter approval to incur bonded 
indebtedness. (1) The county board shall approve, modify or reject a petition for formation 
using only the criteria set forth in ORS 198.805.

(2) If the county board approves the petition for formation, as presented or as modified, or 
if the boundary commission considers the petition for formation pursuant to ORS 198.800 
(1)(a), approves the petition, as presented or as modified, and transmits its approval to the 
county board in accordance with ORS 199.480, the county board shall enter an order so 
declaring. The order shall set forth the name of the district and the boundaries as determined 
by the board or by the boundary commission. The order shall also fix a place, and a time not 
less than 20 nor more than 50 days after the date of the order, for a final hearing on the 
petition. The order shall declare that if written requests for an election are not filed as provided 
by subsection (3) of this section, the board, at the time of the final hearing, will enter its order 
creating the district. The board shall cause notice of the hearing to be given by publication.

(3) An election may not be held unless written requests for an elect 
ion are filed at or before 
the hearing by not less than 15 percent of the electors or 100 electors, whichever is the lesser 
number, registered in the proposed district.

(4) Notwithstanding subsections (2) and (3) of this section, if the petition for 
formation 
includes:

(a) A permanent rate limit for operating taxes for the proposed district and the 
petition is approved by the county board or boundary commission, as presented or as 
modified, the county shall hold an election on the question of forming the district.

(b) In addition to the permanent rate limit for operating taxes, a separate ad valorem 
tax for bonded indebtedness for capital construction, capital improvement or capital 
costs, as those terms are defined in ORS 310.140, within the proposed district and the 
petition is approved by the county board, as presented or as modified, the county shall 
hold an election on the question of incurring the bonded indebtedness when the 
election on the question of formation of the district is held. The question on incurring 
bonded indebtedness may be approved only if electors approve formation of the 
district, and the ballot measure must clearly state that the bonded indebtedness may be 
approved only if electors approve formation of the district.

(5) Notwithstanding subsection (3) of this section and ORS 198.815, an order of a boundary 
commission authorizing a county service district established to provide sewage works to also 
provide drainage works shall be effective upon the filing of the order with the county board. 
The order of the boundary commission is subject to referendum by the electors of the county 
service district in the manner provided for district measures under ORS 255.135 to 255.205. If 
the order of a boundary commission is referred to the electors, the order does not take effect 
until the order is approved by a majority of the votes cast on the question and the results of the 
election are certified. The question in the ballot title for a measure referred under this 
subsection shall be worded so that an affirmative response to the question corresponds to a 
vote in favor of authorizing the county service district to provide drainage works. [1971 c.727
§26; 1983 c.83 §10; 1983 c.336 §21; 1989 c.92 §6; 1989 c.374 §1; 1997 c.541 §345; 2001 c.707 §1; 2005 c.747 §3; 2013 c.491 §6]

198.813 Formation of county service district for water management services in Washington County; dissolution of existing districts. (1) Notwithstanding ORS 198.810 (3), an order of the county board that approves a petition for formation of a county service district within Washington County to provide water resource management services or ancillary activities may be referred to the electors in the proposed district. An election on the question of forming the district shall be held as provided in ORS 198.815. If an election is called, the order shall not become effective until the order is approved by a majority of the votes cast on the question and the results of the election are certified. The question in the ballot title for a measure referred under this subsection shall be worded so that an affirmative response to the question corresponds to a vote in favor of authorizing the formation of a county service district to provide water resource management services and ancillary activities.

(2) Notwithstanding ORS 198.705 to 198.955 or 451.620, an order of the county board that approves a petition for formation of a county service district within Washington County to provide water resource management services may also provide for the dissolution of any existing county service district that is situated within the newly established district and that provides any water resource management service that will be provided by the newly established district. Upon the effective date of the order, the existing county service district shall be dissolved and the newly established district shall succeed to all the assets and become charged with all the liabilities, obligations and functions of the former district. [1999 c.759 §3; 2005 c.747 §4]

Note: 198.813 was added to and made a part of 198.800 to 198.820 by legislative action but was not added to any other series. See Preface to Oregon Revised Statutes for further explanation.

198.815 Election on formation; notice; ballot title when dissolution ordered; election of first board. (1) If the required number of written requests for an election are filed with the county board on or before the date of the final hearing or if the petition for formation includes a permanent rate limit for operating taxes for the proposed district, the board shall provide by order for the holding of an election to submit to the electors the question of forming the district. The board shall cause notice of the election to be published by two insertions. If requests for an election are filed by less than the required number of persons and no permanent rate limit for operating taxes is included in the petition, the county board shall dismiss the requests and enter an order creating the district.

(2) The order calling an election shall fix the date of the election on the next available election date in ORS 255.345 for which the filing deadline can be met. However, when the proposal for formation includes a permanent rate limit for operating taxes for the proposed district, the election shall be held on the date of the next May or November election for which the filing deadline can be met. The order shall also state that at such election members of the district board will be voted for. Candidates to be voted for as members of the first board of a district shall be nominated as provided by ORS chapter 255 and the principal Act of a district.
(3) The order calling the election shall require the county official in charge of elections to include with the ballot for the election a map or other description of the boundaries of the proposed district using streets and other generally recognized features and a statement of the permanent rate, if any, proposed for the district in the petition for formation under ORS 198.750 (1)(g). Such statement shall comply with the requirements of ORS 250.035. The map or other description and statement required by this subsection shall be supplied by the county board.

(4)(a) When the proposal for formation includes a permanent rate limit for operating taxes for the proposed district, the ballot title shall clearly indicate that a single question is being proposed which is:

(A) Whether the proposed district shall be formed; and

(B) Whether the permanent rate limit specified in the ballot title shall be adopted as the maximum rate of operating taxes for that district.

(b) The ballot title for the election shall be in compliance with ORS 250.036.

(5) When the proposal for formation includes a permanent rate limit for the proposed district, the district shall be authorized to impose operating taxes not in excess of the permanent rate limit if the proposal is approved by a majority of the votes cast and the election is held in May or November of any year.

(6) If a proposed county service district is subject to dissolution unless a determination of public need for continued existence is made, the ballot title shall include the fiscal year in which dissolution will occur and statement that the district will dissolve unless the board of directors determines that there is a public need for continued existence. [1971 c.727 §27; 1979 c.316 §6; 1987 c.504 §6; 1987 c.707 §1; 1989 c.92 §7; 1989 c.923 §4; 1991 c.70 §4; 1995 c.712 §84; 1997 c.541 §346; 1999 c.21 §1; 2010 c.29 §11; 2011 c.8 §1]

198.820 Order by county board; effect of formation. (1) After the election if any is held, if it is determined by the county board that the majority of the votes cast were in favor of formation of the district, the board shall enter an order establishing and forming the district. If a majority of the votes cast oppose the formation of the district, the board shall enter an order dismissing the petition. The order shall be entered within 30 days after the date of the election. The county board shall also canvass the votes for members of the district board and, if formation of the district is approved, cause the county clerk to issue certificates of election to the number of persons, equal to the number of board members named in the petition for formation, receiving the highest number of votes.

(2) After the date of the formation order, the inhabitants of the territory within the district shall be a municipal corporation to be known by the name specified in the order, and as such shall have perpetual succession, and by such name shall exercise and carry out the corporate powers and objects conferred by the principal Act of the district.

(3) An order creating a district, whether the district is formed with or without an election, shall state the name and purpose of the district, describe its boundaries, and declare the district formed. From the date of the formation order the district shall be considered established. [1971 c.727 §28; 1999 c.759 §4]
198.825 Election of first members of board when no formation election required. (1) If an election is not held on the question of formation, an election shall be ordered for the purpose of electing the first members of the district board. When the formation order is entered, the county board shall order an election held in the district, which election shall be held on the next practicable date under ORS 255.345.

(2) ORS chapter 255 governs the nomination and election of the first board of a district defined under ORS 255.012 if the district has an elective board. If the district is not defined under ORS 255.012, the returns of the election shall be made to the county clerk. The clerk shall canvass the votes for members of the district board and issue certificates of election to the number of persons, equal to the number of board members named in the petition for formation, receiving the highest number of votes. [1971 c.727 §29; 1975 c.647 §1; 1983 c.350 §7]

198.830 Petition for formation by all landowners in proposed district. (1) If the owners of all real property within an area desire to form a district, they may sign and present a petition to the county board. The petition shall contain the information required by ORS 198.750 to 198.775 and shall be verified by the affidavit of one of the petitioners that the petitioner believes that the signers of the petition comprise all the owners, at the time of the verification, of all the land included within the proposed district. If members of the district board are generally elected to office, the petition shall also state the names of persons desired as the members of the first board and an acceptance in writing by each agreeing to serve as a member of the board.

(2) The county board shall approve the petition for formation of the district if it finds:
   (a) That the owners of all the land within the proposed district have joined in the petition; and
   (b) That, in accordance with the criteria prescribed by ORS 199.462, the area could be benefited by formation of the district.

(3) If formation is approved, any election required by ORS 198.810 to 198.825 shall be dispensed with. After the hearing on the petition, if the county board approves the petition, it shall enter an order creating the district. If the district board members generally are elected, the persons nominated by the petition and accepting nomination as members of the board shall constitute the first board of the district. [1971 c.727 §30]

198.835 Order for formation of district in single county; order for exercise of additional function by county service district; contents of order. (1) The county board may initiate the formation of a district, to be located entirely within the county, by an order setting forth:
   (a) The intention of the county board to initiate the formation of a district and citing the principal Act.
   (b) The name and boundaries of the proposed district.
   (c) The date, time and place of a public hearing on the proposal.

(2) An order initiating the formation of a county service district may require dissolution, subject to a determination of public need for continued existence of the county service district as provided in ORS 451.620. The fiscal year in which dissolution will occur, not later than the 10th fiscal year after the date of the order, shall be specified.
(3) Except as otherwise provided by the principal Act, if any part of the territory subject to formation of a district under this section is within a city, the order shall be accompanied by a certified copy of a resolution of the governing body of the city approving the order.

(4) A county board that also serves as the governing body of a county service district established to provide sewage works may initiate a proceeding to authorize that county service district to also provide drainage works by adopting an order setting forth the information specified in subsection (1) of this section. The order must be accompanied by resolutions consenting to the additional function that are adopted by the governing bodies of not less than 70 percent of the cities located within the boundaries of the county service district. [1971 c.727 §31; 1987 c.504 §7; 1987 c.510 §1; 1989 c.374 §2; 2005 c.510 §4]

198.840 Notice of hearing. Notice of the hearing set by the order shall be given in the manner provided by ORS 198.800 except that the notice shall state that the county board has entered an order declaring its intention to initiate formation. The hearing and election on the proposal, and election of board members, shall be conducted as provided by ORS 198.800 to 198.825. [1971 c.727 §32]

198.845 Costs. The county shall bear the cost of formation or attempted formation of a district under ORS 198.835 to 198.845. However, if a district is formed, the district shall reimburse the county for any expenses incurred by the county in making necessary preliminary engineering studies and surveys in connection with the formation of the district. [1971 c.727 §33]
GENERAL PROVISIONS

266.010 Definitions. As used in this chapter:
(1) “County board” means county court or board of county commissioners of the county.
(2) “County” means the county in which the district, or the greater portion of the taxable assessed value of the district, is located.
(3) “District” means park and recreation district formed under this chapter.
(4) “District board” means the governing body of a district.
(5) “Owner” means the holder of record title to real property or the vendee under a land sale contract, if there is such a contract. [Subsection (2) (1967 Replacement Part) enacted as 1967 c.574 §2; 1969 c.668 §1; 1983 c.83 §41]

266.020 [Repealed by 1971 c.647 §149]

266.030 [1961 c.587 §4; 1969 c.668 §2; repealed by 1971 c.727 §203]

266.040 Application of ORS chapter 255 to district. (1) ORS chapter 255 governs the following:
(a) The nomination and election of board members.
(b) The conduct of all elections in the district.
(2) The electors of a district may exercise the powers of the initiative and referendum regarding a district measure, in accordance with ORS 255.135 to 255.205. [1983 c.350 §118]

266.110 Petition for formation. (1) A community may form a municipal corporation to provide park and recreation facilities for the inhabitants.
(2) In addition to other required matters, the petition for formation shall state the number of members to be on the district board and the method of election of the board of the proposed district from among the methods described in ORS 266.375. [Amended by 1957 c.57 §1; 1961 c.587 §1; 1969 c.668 §3; 1971 c.727 §91; 1975 c.249 §5]

266.115 [1961 c.587 §3; 1969 c.668 §4; repealed by 1971 c.727 §203]

266.120 [Amended by 1969 c.668 §5; repealed by 1971 c.727 §203]

266.130 [Amended by 1969 c.668 §6; repealed by 1971 c.727 §203]

266.140 [Amended by 1969 c.668 §7; repealed by 1971 c.727 §203]

266.150 [Repealed by 1971 c.647 §149 and by 1971 c.727 §203]

266.160 [Amended by 1969 c.668 §8; repealed by 1971 c.647 §149]
266.170 [Amended by 1969 c.668 §9; repealed by 1971 c.647 §149]

266.180 [Amended by 1969 c.668 §10; repealed by 1971 c.727 §203]

DISTRICT BOARD

266.310 Officers of district; qualifications. (1) The officers of the district shall be a board of three or five members, to be elected by the electors of the district, and a secretary, to be appointed by the board.

(2) Every elector of a district is qualified to be a member of the board or officer of the district. [Amended by 1957 c.57 §2; 1969 c.668 §11; 1983 c.83 §42; 1983 c.350 §113]

266.320 Number of board members elected at formation election; terms of office. (1) The number of district board members to be elected shall be three or five, according to the number set forth in the petition for formation. The terms of the first board members shall be determined as provided in subsections (2) and (3) of this section.

(2) If a three-member board is to be elected:
   (a) The candidates receiving the highest and the second highest vote shall be elected to a term expiring June 30 next following the second regular district election.
   (b) The candidate receiving the third highest vote shall be elected to a term expiring June 30 next following the first regular district election.

(3) If a five-member board is to be elected:
   (a) The candidates receiving the first, second and third highest vote shall be elected to a term expiring June 30 next following the second regular district election.
   (b) The candidates receiving the fourth and fifth highest vote shall be elected to a term expiring June 30 next following the first regular district election. [Amended by 1957 c.57 §3; 1969 c.668 §12; 1971 c.647 §56; 1971 c.727 §192; 1983 c.350 §114]

266.325 Changing number of board members; election; notice to Secretary of State. (1) This section establishes the procedure for determining the following questions:
   (a) Whether a district having a three-member board shall increase the number of members to five.
   (b) Whether a district having a five-member board shall decrease the number of members to three.

(2) The question of increasing or decreasing the membership of the district board shall be determined at a regular district election. The district board shall order that the question be submitted to the electors when a petition is filed with the secretary of the board requesting that the electors of the district be permitted to vote on the question. The requirements for preparing, circulating and filing the petition shall be as provided for an initiative petition in ORS 255.135 to 255.205. The board shall be increased to five members or decreased to three members if a majority of the votes cast on the question favors the increase or decrease. At an election to increase the membership, electors shall vote for candidates to fill the additional positions.
(3) Not later than the 40th day before the regular district election at which a question under this section will be submitted, the district elections authority shall notify the Secretary of State. If the electors favor the increase or decrease in board membership, not later than the 30th day after the election, the Secretary of State by rule shall allocate and stagger the terms of the board members under ORS 266.335. [1957 c.57 §7; 1983 c.350 §115; 1985 c.808 §75]

266.330 Election of board members; terms. (1) At the regular district election, successors to the board members whose terms expire shall be elected as follows:
   (a) In an unzoned district, if one board member is to be elected, the candidate receiving the highest vote shall be elected. If two or three board members are to be elected, the candidates receiving the first and second or first, second and third highest vote shall be elected.
   (b) In a district that is zoned under ORS 266.380:
      (A) If a board member is to be elected by the electors of a zone, the candidate who receives the highest vote from the zone shall be elected.
      (B) If a board member is to be elected by the electors of the entire district, the candidate receiving the highest vote among the candidates nominated from the same zone shall be elected.

(2) Except as provided in ORS 266.320 and 266.335, the term of a board member is four years. [Amended by 1957 c.57 §4; 1969 c.668 §13; 1973 c.796 §24; 1975 c.647 §28; 1983 c.350 §116]

266.335 Continuing schedule of biennial elections after change in number of board members; powers of Secretary of State. (1) When a district under ORS 266.325 expands the membership of its district board from three to five members or reduces the membership of its board from five to three members, the Secretary of State by rule shall provide for continuing the schedule of biennial elections of board members as follows:
   (a) If the board is reduced to three members, at least one member shall be elected at each regular district election.
   (b) If the board is expanded to five members, at least two members shall be elected at each regular district election.

(2) The Secretary of State may adjust and stagger the terms of board members as necessary in order to continue regular biennial elections under subsection (1) of this section.

(3) The Secretary of State shall take into consideration and, as much as possible, provide for the continued method of representation adopted by the district under ORS 266.375. [1983 c.350 §112]

266.340 Oath of office of board members. A district board member when elected shall take the oath of office within 10 days after receiving the certificate of election. [Amended by 1969 c.345 §6; 1969 c.668 §§14,45]

266.350 [Repealed by 1971 c.403 §18]
266.360 [Amended by 1957 c.57 §5; 1969 c.668 §15; repealed by 1969 c.668 §46 and by 1969 c.669 §21]

266.370 Board as governing power; president and secretary; meetings. (1) The park and recreation board is the governing power of the district and shall exercise all powers of the district.

(2) At its first meeting or as soon thereafter as may be practicable, the board shall choose one of its members as president and shall appoint a secretary who need not be a member of the board. In case of the absence, or inability to act, of the president or secretary, the board shall, by order entered upon the minutes, choose a president pro tempore, or secretary pro tempore, or both, as the case may be.

(3) The board shall hold meetings either in the day or evening, as may be necessary.

(4) The board shall fill any vacancy on the board as provided in ORS 198.320. [Amended by 1983 c.350 §119; 2011 c.292 §1]

266.375 Manner of electing board members. (1) The board members may be elected in one of the following methods or a combination thereof:

(a) Elected by the electors of zones as nearly equal in population as possible according to the latest federal census.

(b) Elected at large by position number by the electors of the district.

(2) Candidates for election from zones shall be nominated by electors of the zones. Candidates for election at large may be nominated by electors of zones or by electors of the district, as determined under subsection (3) of this section.

(3) Where the method selected under subsection (2) of this section includes a combination of nomination of candidates from zones and of nomination of candidates at large, the number of candidates to be nominated in each manner shall be specified in the petition submitted under ORS 266.110 or in the petition or resolution under ORS 266.380. [1975 c.249 §2]

266.380 Changing manner of electing board members; requirements; election. (1) This section establishes the procedure for determining whether the method adopted in a district for nominating and electing board members should be changed to another method. The question shall be decided by election. The district board:

(a) May order the election on its own resolution; or

(b) Shall order the election when a petition is filed as provided in this section.

(2) Except as otherwise provided in this section, the requirements for preparing, circulating and filing a petition under this section shall be as provided for an initiative petition in ORS 255.135 to 255.205.

(3) If the question proposes creation of zones or a change in the boundaries or the number of existing zones, the following requirements shall apply:

(a) The petition shall contain a map indicating the proposed zone boundaries. The map shall be attached to the cover sheet of the petition and shall not exceed 14 inches by 17 inches in size.

(b) Notwithstanding ORS 250.035, the statement summarizing the measure and its major effect in the ballot title shall not exceed 150 words. The statement:
(A) Shall specify the method of nomination and election of board members from among the methods described in ORS 266.375. The statement also shall specify whether, in filling each position on the board, an elector of the district may sign a petition of nomination or vote for a candidate from any zone or only for a candidate from the zone in which the elector resides.

(B) Shall include a general description of the proposed boundaries of the zones, using streets and other generally recognized features.

(c) The order calling the election shall contain a map of the proposed zone boundaries and a metes and bounds or legal description of the proposed zone boundaries. The map and description shall be prepared by the county surveyor or county assessor and shall reflect any adjustments made in the boundaries under subsection (6) of this section.

(4) The map to be contained in the petition under subsection (3) of this section shall be prepared by the county surveyor or county assessor. The chief petitioners shall pay the county for the cost of preparing the map, as determined by the county surveyor or county assessor. The county clerk shall not accept the prospective petition for filing until the chief petitioners have paid the amount due.

(5) Subsection (3) of this section does not apply if the question proposes abolition of all zones.

(6) Before submitting to election a question to which subsection (3) of this section applies, the district board shall adjust the proposed boundaries of the zones to make them as nearly equal in population as feasible according to the latest federal census. The district board shall amend the ballot title as necessary to reflect its adjustment of the boundaries.

(7) If the electors of the district approve the establishment of zones or a change in the boundaries or the number of existing zones, board members shall continue to serve until their terms of office expire. As vacancies occur, positions to be filled by nomination or election by zone shall be filled by persons who reside within zones which are not represented on the board. If more than one zone is not represented on the board when a vacancy occurs, the zone entitled to elect a board member shall be decided by lot. [1975 c.249 §3; 1983 c.350 §120; 1995 c.79 §92; 1995 c.534 §14]

266.385 Boundaries of zones for board members; adjustment for population and boundary changes; filing of boundary change with county assessor and Department of Revenue. (1) The board shall adjust zones established within a district as necessary to make them as nearly equal in population as is feasible according to the latest federal census. The board also shall adjust boundaries of zones as necessary to reflect boundary changes of the district.

(2) For purposes of ad valorem taxation, a boundary change must be filed in final approved form with the county assessor and the Department of Revenue as provided in ORS 308.225. [1975 c.249 §4; 1983 c.350 §121; 2001 c.138 §10]

POWERS AND DUTIES

266.410 General district powers. Every district shall have power:
(1) To have and use a common seal.
(2) To sue and be sued in its name.
(3) To construct, reconstruct, alter, enlarge, operate and maintain such lakes, parks, recreation grounds and buildings as, in the judgment of the district board, are necessary or proper, and for this purpose to acquire by lease, purchase, gift, devise, condemnation proceedings or otherwise such real and personal property and rights of way, either within or without the limits of the district as, in the judgment of the board, are necessary or proper, and to pay for and hold the same.
(4) To make and accept any and all contracts, deeds, leases, releases and documents of any kind which, in the judgment of the board, are necessary or proper to the exercise of any power of the district, and to direct the payment of all lawful claims or demands.
(5) To assess, levy and collect taxes to pay the cost of acquiring sites for and constructing, reconstructing, altering, operating and maintaining any lakes, parks, recreation grounds and buildings that may be acquired, or any lawful claims against the district, and the running expenses of the district.
(6) To employ all necessary agents and assistants, and to pay the same.
(7) To make and enforce regulations:
   (a) For the removal of garbage and other deleterious substances, and all other sanitary regulations not in conflict with the Constitution, the laws of Oregon or the regulations of the Environmental Quality Commission.
   (b) Governing the conduct of the users of the facilities of lakes, parks, recreational grounds and buildings within the district.
(8) To prohibit any person violating any rule or regulation from thereafter using the facilities of the district for such period as the board may determine.
(9) To call necessary or proper elections after the formation of the district.
(10) To enlarge the boundaries of the district as provided by ORS 198.705 to 198.955.
(11) To compel all residents and owners within the district to connect their houses and habitations with the street sewers, drains or other sewage disposal system.
(12) To establish and collect reasonable charges for the use of the facilities of the district and issue appropriate evidence of the payment of such charges.
(13) Generally to do and perform any and all acts necessary and proper to the complete exercise and effect of any of its powers or the purposes for which it was formed. [Amended by 1961 c.587 §5; 1969 c.668 §16; 1971 c.647 §57; 1971 c.727 §193; 1983 c.350 §122; 2001 c.104 §81]

266.420 Levy of taxes. Each year the district board shall determine and fix the amount of money to be levied and raised by taxation, for the purposes of the district. The total amount in dollars and cents shall not exceed one-half of one percent (0.0050) of the real market value of all taxable property within the district, computed in accordance with ORS 308.207. [Amended by 1963 c.9 §11; 1969 c.668 §17; 1983 c.773 §3; 1991 c.459 §362]

266.430 Sinking funds. The park and recreation board, by resolution duly adopted, may establish sinking funds for the purpose of defraying the costs of acquiring land for park and recreation sites, and for acquiring or constructing buildings or facilities thereon or therein. Any
such fund may be created through the inclusion annually within the tax budget of the district of items representing the yearly installments to be credited thereto. The amount of these items shall be collected and credited to the proper fund in the same manner in which taxes levied or revenues derived for other purposes for the district are collected and credited. The balances to the credit of the funds need not be taken into consideration or deducted from budget estimates by the levying authority in preparing the annual budget of the district. None of the moneys in such funds shall be diverted or transferred to other funds, but if unexpended balances remain after disbursement of the funds for the purpose for which they were created, such balances, upon approval by resolution of the park and recreation board, shall be transferred to the operation and maintenance fund of the district.

266.440 Deposit and disbursement of district moneys. (1) Except as otherwise provided by ORS 266.530 to 266.580, the money of the district shall be deposited, in the discretion of the district board, either with the county treasurer of the county, in accordance with subsections (2) to (4) of this section, or in one or more banks or savings and loan associations to be designated by the board. Funds deposited in a bank or savings and loan association shall be withdrawn or paid out only upon proper order and warrant or check signed by the secretary and countersigned by the president of the district board. The board may by resolution designate a secretary pro tempore or a president pro tempore who may sign warrants or checks on behalf of the secretary and president, respectively.

(2) If district funds are deposited with the county treasurer, when the tax collector pays over to the county treasurer moneys collected for a district, the county treasurer shall keep the moneys in the county treasury as follows:

(a) The county treasurer shall place and keep in a fund called the operation and maintenance fund of the district (naming it) the moneys levied by the district board for that fund.

(b) The county treasurer shall place and keep in a fund called the construction fund of the district (naming it) the moneys levied by the board for construction, reconstruction and alteration.

(3) The county treasurer shall pay out moneys from the funds only upon the written order of the board, signed by the president and countersigned by the secretary. The order shall specify the name of the person to whom the money is to be paid and the fund from which it is to be paid, and shall state generally the purpose for which the payment is made. The order shall be entered in the minutes of the board.

(4) The county treasurer shall keep the order as a voucher, and shall keep a specific account of receipts and disbursements of money for the district. [Amended by 1969 c.668 §18; 1973 c.220 §1]

266.450 Regulations and orders adopted by board; penalty for violating regulation. (1) Any general regulation of the district board shall be adopted in accordance with ORS 198.510 to 198.600.

(2) Orders not establishing a general regulation need not be published or posted, unless otherwise provided by this chapter, but shall be entered in the minutes, and the entry shall be
signed by the secretary of the board. An ordinary order shall take effect upon the entry in the
minutes.

(3) Violation of a regulation enacted under ORS 266.410 (7) is a misdemeanor punishable
upon conviction by a fine not to exceed $100 or imprisonment not to exceed five days, or both.
[Amended by 1969 c.668 §19; 1971 c.268 §13]

266.460 District attorney to aid board; special counsel. The district board may call upon the
district attorney for advice as to any district business. The district attorney shall give advice
when called on therefor by the board. The board may at any time employ special counsel for
any purpose. [Amended by 1969 c.668 §20; 1971 c.268 §14]

266.470 [Amended by 1969 c.668 §21; 1971 c.268 §15; 1973 c.220 §2; repealed by 2011
c.597 §118]

266.480 Power to contract bonded indebtedness for certain purposes. A district has the
power to contract a bonded indebtedness for the purpose of providing funds:
(1) To acquire land, rights of way, interests in land, buildings and equipment.
(2) To improve land and develop parks and recreation grounds.
(3) To construct, reconstruct, improve, repair and furnish buildings, gymnasiums, swimming
pools, golf courses, driving ranges, boat marinas and recreational facilities of every kind.
(4) To acquire equipment of all types, including vehicular equipment necessary for and in
the use, development and improvement of the lands and facilities of the district.
(5) To pay the costs, expenses and attorney fees incurred in the issue and sale of the bonds.
(6) To fund or refund outstanding indebtedness, or for any one or combination of any such
purposes. [Amended by 1969 c.668 §22]

266.490 Bond election at discretion of board or on petition. (1) For the purpose of
providing funds with which to put into effect one or any combination of any of the purposes
authorized under ORS 266.480, the district board, when authorized by a majority of those
voting at an election called for that purpose, may borrow money and sell and dispose of general
obligation bonds.
(2) The district board:
   (a) May order an election under this section on its own resolution; or
   (b) Shall order an election under this section when a petition is filed as provided in
       this section.
(3) A petition shall specify a dollar amount for carrying out any one or more of the purposes
authorized by ORS 266.480. The requirements for preparing, circulating and filing a petition
under this section shall be as provided for an initiative petition in ORS 255.135 to 255.205.
[Amended by 1967 c.609 §4; 1969 c.668 §23; 1975 c.627 §3; 1979 c.190 §410; 1983 c.350 §123]

266.500 [Amended by 1969 c.668 §24; repealed by 1971 c.647 §149]

266.510 [Amended by 1963 c.9 §12; repealed by 1969 c.668 §25 (266.512 enacted in lieu of
266.510 and 266.520)]
266.512 Authority for general obligation bonds; issuance and sale of general obligation bonds and revenue bonds. (1) Whenever authorized by the electors, the district board may issue general obligation bonds of the district, not exceeding the principal amount stated in the notice of election and for the purpose therein named.

(2) The aggregate amount of general obligation bonds issued and outstanding at any one time shall in no case exceed two and one-half percent of the real market value of all taxable property of the district, computed in accordance with ORS 308.207.

(3) General obligation or revenue bonds must recite that they are issued under this chapter. All bonds shall be signed by the president of the district board and attested by the secretary. The interest coupons thereto annexed shall be signed by the president and secretary, by their original or engraved facsimile signatures.

(4) All general obligation and revenue bonds issued, including refunding bonds, shall be issued as prescribed in ORS chapter 287A. [1969 c.668 §26 (enacted in lieu of 266.510 and 266.520); 1981 c.94 §15; 1991 c.459 §363; 2007 c.783 §83]

266.514 Revenue bonds; issuance; conditions. In addition to the authority to issue general obligation bonds, a district, when authorized by a majority of those voting at an election called for that purpose, may sell and dispose of revenue bonds, and pledge as security therefor all or any part of the unobligated net revenue of the district or a recreational facility of the district, to purchase, acquire, construct, reconstruct or improve a facility, or to perform any of those acts in combination, for any authorized purpose. Revenue bonds shall be issued in the same manner and form as are general obligation bonds of the district, but they shall be payable, both as to principal and interest, from revenues only. Revenue bonds shall not be subject to the limitation provided by ORS 266.512 applicable to general obligation bonds and shall not be a lien upon any of the taxable property within the limits of the district. Revenue bonds shall be payable solely from such part of the revenue of the district as remains after payment of obligations having a priority and of all expenses of operation and maintenance of the district, including any taxes levied against it. All revenue bonds shall contain a clause reciting that both the principal and interest are payable solely from operating revenues of the district remaining after paying such obligations and expenses. [1969 c.668 §26a]

266.516 Refunding bonds. Refunding bonds of the same character and tenor as those replaced thereby may be issued pursuant to a resolution duly adopted by the district board without submitting to the electors the question of authorizing the issuance of such bonds. [1969 c.668 §26b]

266.518 Contracting with United States for facilities. (1) In carrying out the powers conferred by this chapter, a district may contract with the United States or any agency thereof for the acquisition, construction, reconstruction, maintenance and operation, or any of them, of park and recreation facilities.

(2) Contract provisions for repayment of any loan from the United States, and the bonds securing the payment of the same, if any are issued, may be of such denomination, for such term not exceeding 50 years and may call for the payment of such interest not exceeding seven
percent per annum, may provide for such installments and for repayment of the principal at such times, as may be required by the federal laws and as may be agreed upon between the district board and the United States agency. [1969 c.668 §26c; 1973 c.86 §1]

266.520 [Repealed by 1969 c.668 §25 (266.512 enacted in lieu of 266.510 and 266.520)]

**266.530 Registration and delivery of bonds; disposition of proceeds.** (1) The county treasurer shall register each bond issued pursuant to ORS 266.480 in a book kept for that purpose in the office of the county treasurer, noting the district, amount, date, time and place of payment, rate of interest and such other facts as may be deemed proper.

(2) The county treasurer shall cause the bonds to be delivered promptly to the purchasers upon payment therefor, and shall hold the proceeds of the sale of the bonds subject to the order of the district board to be used solely for the purpose for which the bonds were issued.

(3) When the bonds have been so executed, registered and delivered, their legality shall not be open to contest by the district or by any person or corporation for or on its behalf, for any reason whatever. [Amended by 1969 c.668 §27]

**266.540 Additional taxes for payment of bond interest and principal; bond sinking fund.** (1) The district board shall ascertain and levy annually, in addition to all other taxes, a direct annual ad valorem tax on all taxable property in the district, which tax shall be outside of and in addition to the annual levy limitation contained in ORS 266.420, and which tax shall be for an amount sufficient:

(a) To pay the interest accruing on the bonds promptly as it becomes due.

(b) To raise a percentum of the principal of the bonds as will, in equal annual installments, be sufficient to retire all the bonds as they mature.

(2) The funds derived from such tax levies shall be retained by the county treasurer, and kept by the county treasurer in a separate fund to be known as and designated “______Park and Recreation District bond interest and sinking fund.” The fund shall be irrevocably pledged to and used solely for the payment of the interest accruing on and the principal of the bonds when due, so long as any of the bonds or the coupons thereto appertaining remain outstanding and unpaid. The interest earnings of the fund shall be credited thereto and become a part thereof. [Amended by 1969 c.668 §28]

**266.550 Procedure in event board fails to levy bond tax.** If the district board fails or refuses to levy the tax necessary for the interest, principal or sinking fund, the county treasurer shall ascertain and certify the amount necessary to the county board. The county board shall then levy a tax sufficient to raise the sum so required and ascertained by the county treasurer. The proper county officer having power to extend county taxes shall extend such tax upon the tax roll of the county upon the taxable property of the district. The proper county officer whose duty it is to collect taxes shall collect such tax according to law, and shall pay the funds so collected into the county treasury to the credit of the bond interest and sinking fund of the district to be used in the payment of the bonds and interest. [Amended by 1969 c.668 §29]
266.560 Redemption of bonds; notice. (1) Whenever the amount of any sinking fund created under ORS 266.480 and 266.540 equals the amount, principal and interest, of any bond then due or subject under the pleasure or option of the district to be paid or redeemed, the county treasurer of the county in which the district is located shall notify the holder of the bond and shall publish a notice in the newspaper published nearest to the district.

(2) The county treasurer shall, within 30 days from the date of the notice, redeem and pay any bond then redeemable and payable, giving priority according to the date of issuance numerically, upon presentation of the bond at the place of payment specified therein.

(3) In case any holder of such bonds fails to present them at the time mentioned in the notice the interest thereon shall cease, and the county treasurer shall thereafter pay only the amount of the bond and the interest accrued thereon up to the last day of the time of redemption mentioned in the notice.

(4) When any bonds are so redeemed or paid, the county treasurer shall cause them to be canceled and write across the face thereof “redeemed” and the date of redemption, and shall deliver them to the district board, taking its receipt therefor. [Amended by 1969 c.668 §30]

266.570 [Repealed by 1969 c.668 §47]

266.580 Payment of bond principal and interest; payment of collection commission. (1) The principal of and the interest on the bonds shall be payable in lawful money of the United States of America at the office of the treasurer of the county or at the fiscal agency of the State of Oregon in the city of New York, at the option of the purchaser thereof.

(2) The county treasurer must cause to be paid out of any money in the hands of the county treasurer belonging to the district the interest on or principal of any bond issued pursuant to ORS 266.480 promptly when and as the same becomes due at the place of payment designated in the coupons or bonds.

(3) All coupons or bonds so paid must be immediately reported to the district board.

(4) No county treasurer or district board shall pay to the purchaser of any bond issued pursuant to ORS 266.480 or to any agency representing such purchaser, any commission whatsoever for collection of the interest on or principal of any bond so issued.

(5) The county treasurer shall not be required to remit to the purchaser of any bonds or coupons the amount necessary to redeem such bonds or coupons until the day they are due. [Amended by 1969 c.668 §31]

266.590 Validation of certain bond issues. All proceedings taken prior to March 18, 1949, in the authorization and issuance of bonds by any district pursuant to ORS 266.480 to 266.512 and 266.530 to 266.580 hereby are validated, ratified, confirmed and approved, notwithstanding any defects and irregularities in the proceedings or any part thereof, and notwithstanding that the amount of the bonded indebtedness to be incurred was not stated upon the ballot used in the election authorizing the issuance of the bonds. [Amended by 1969 c.668 §32]
CITY OF SILVERTON
PARKS AND RECREATION STUDY

Memo 1:
Process for Parks and Recreation Special District Creation

March 2019

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1. EXECUTIVE SUMMARY

The memo that follows details the process for creating a new parks and recreation special district and also outlines examples of communities that face similar parks and recreation service challenges as Silverton. In order to form a parks and recreation special district under ORS 266 and 198, the local city must consent to its creation and an economic feasibility statement must be prepared. A petition is then filed in the principal county of the district. The petition must include, among other things, the permanent tax rate proposed, the proposed jurisdictional boundary, and the requisite number of signatures. A prospective petition with this information is filed with the county clerk prior to gathering signatures for the final petition.

Assuming a permanent tax rate will be proposed, the final petition must be filed at least 180 days before a May or November election to be voted on. Thirty to fifty days after the petition is filed, a hearing will be held that may not last longer than 4 weeks. If the county approves the district, an order is filed and a final hearing is scheduled for between 20 and 50 days after the order. A final order is entered after this final hearing. Presuming that a permanent rate will be proposed, the question of the rate and the district formation will go to the ballot as a single question. The district board members would also be elected during that election.

This process must be finalized by March 31st in order to collect taxes for the following year. The Special Districts Association of Oregon (SDAO) estimates that new district formation may take between 12 and 24 months to complete.1 Once formed, the district will have access to bonding authority, ordinance authority, and be able to collect taxes.

1 http://ref.sdao.com/formation/HandbookFormationChapter.pdf
2. BACKGROUND

Oregon statutes at ORS 198 and 266 govern the creation and operation of parks and recreation districts in Oregon. ORS 266 defines the criteria and requirements for a parks and recreation district. A special district under ORS 198 is an independent local government, not tied to a city or county, established to provide specific services to a specified service area. Based on its charter and voter adoption, the special district may raise its own property tax revenues if authorized by the voters. In this case, a hypothetical special district would provide parks and recreation services to a service area including the City of Silverton and some area surrounding the City. The City of Silverton is currently providing parks and recreation services within the service area contemplated for a hypothetical new district.

The Special Districts Association of Oregon (SDAO) notes that the formation of a new district may take from 12-24 months to complete. This process should be reviewed with City legal counsel for legal completeness. Not covered in this memo is the possibility of a county service district, which is a service district where the county commissioners serve as the governing board. Also not covered are intergovernmental coordination and consolidation options at ORS 190.010. These options, which may provide useful program and service design tools, will be defined and explained in a separate memo.

The purpose of this memo is to define one option that the City could consider in redesigning and re-visioning parks and recreation services. The memo addresses two topics: 1) the process steps to form and establish a special district under ORS 198 and the authorizing statute; and 2) several examples of recent formation of parks and recreation special districts or cities that are contemplating making a change to their parks and recreation service provision.
3. DISTRICT FORMATION PROCESS

3.1 Overview

1. City Consent to Formation
2. Economic Feasibility Statement (Contemporaneous with Step 1).
3. Preparation of Petition
   A. Determination of District Boundary
   B. Other Content of Petition
   C. Signatures
4. Prospective Petition
5. Filing the Petition
6. Initial Hearing
7. Order and Final Hearing
8. Election

Below, this process is described in more detail.

3.2 Formation Process Detail

Step 1: City Consent to Formation
ORS 198.720(1) requires that when a district is located within a city, the city must approve the petition for formation through a resolution. A certified copy of the resolution must be included with the petition for formation. (See also ORS 198.835(3)).

Step 2: Economic Feasibility Statement
Prior to filing the petition with the county, the principal petitioners must create an economic feasibility statement which will be used to as the basis for the permanent tax rate. The feasibility statement must include: (1) A description of the services and functions to be performed or provided by the proposed district; (2) An analysis of the relationships between those services and functions and other existing or needed government services; and (3) A proposed first year line item operating budget and a projected third year line item operating budget for the new district that demonstrate its economic feasibility. (ORS 198.749).

Step 3: Preparation of Petition
In order to form the district, a petition must be filed in the principal county in which the proposed district will exist (ORS 198.800(1)), in this case, Marion County. ORS 198.795 gives the principal county original jurisdiction, even where the district spans county lines.
**Determination of District Boundary**
The district boundary must be of a size that may reasonably be served by the facilities or services of the district. ORS 198.720(3). The boundary description must be included in the petition. ORS 198.750(2).

**Other Content of Petition**
ORS 198.750 governs the content of the petition. The petition must include: (1) that the petition is filed under ORS 198; (2) names of affected districts counties; (3) the principal act of each affected district; (4) that the petition is for formation of a new district; (5) whether the territory of the district is inhabited or uninhabited; (6) the number of board members to be elected (three or five) and the method of election selected from ORS 266.375 (ORS 266.110); (7) a proposed permanent tax rate limit sufficient to support district operations (determined by economic feasibility study) (presented in dollars per $1000 of assessed value); (8) any proposed terms and conditions to which formation is subject; (9) an indication of whether the petition signers are landowners and/or electors in the proposed district; and (10) a request that proceedings be taken for the proposed formation. ORS 198.750(1). In addition to these, a name for the district may be proposed (ORS 198.750(3)). Lastly, the circulator of the petition must certify on each signature sheet of the petition that they witnessed the signing of the signature sheet by each individual who has signed the sheet (ORS 198.750(4)).

**Signatures**
ORS 198.755(1) specifies the number of signatures required for a formation petition. The number of signers required must be the greater of 15% of the electors or 100 electors in the proposed jurisdiction; or the greater of 15 owners or the owners of 10% of the acreage in the proposed jurisdiction. ORS 198.760 specifies how the signatures must appear on the petition given the type of signer. It also specifies that there may not be more than three chief petitioners. Signatures must be secured within six months of the date of the first signature (ORS 198.765). ORS 198.770 describes how the county assessor will determine validity of signatures.

**Alternative Petition: Formation by All Landowners in District**
ORS 198.830 provides an alternative method of formation whereby owners of all of the land in the district consent to the district, and therefore no formation election is required.

**Step 4: Prospective Petition**
ORS 198.748 requires a “prospective petition” to be filed with the county clerk prior to circulating a petition for formation. The prospective petition must include a description of the boundaries of the new district.

**Step 5: Filing the Petition**
The final petition is filed in the county where a majority of the district exists (ORS 198.765(1); ORS 198.800(1)). 198.800 (1)(a) requires the county to file the petition with a local boundary commission within 10 days of the filing where applicable. If the district will be using ad valorem

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2 Board members may be nominated and elected based on zones of roughly equal population, at large, or a combination of these options. (ORS 266.375).
taxation, the final approved petition must be filed with the county assessor and the Department of Revenue (ORS 198.720(4); see ORS 308.225).

ORS 198.765(1) requires that the petition be filed within 180 days before the next May or November election where the petition will be voted on if the petition includes a proposed permanent tax rate. ORS 198.765(2) and (3) set forth the county's duties pertaining to the filing.

A security deposit of up to $10,000 is required at the time the petition is filed (ORS 198.775). It can be in the form of a bond, cash, or other security deposit. These funds are to reimburse the county for costs associated with the formation proceedings, excluding costs incurred by a boundary commission.

**Challenge to or Support for Petition**
ORS 198.735(1) allows for interested persons to appear and present written statements for or against the granting of the petition for formation on or before the date set for a hearing on a petition. Section (2) of that statute requires that a written statement for or against a proposed formation or change of organization or a request for an election must be in writing, must clearly specify the defect, error, irregularity or omission to which objection, if any, is made and must be filed within the time and in the manner provided by ORS 198.705 to 198.955. Any statement not so made and filed shall be considered voluntarily waived.

**Step 6: Initial Hearing**
ORS 198.800(1)(b) requires the county in which the petition is filed to set a hearing date for between 30 and 50 days after the petition is filed. The county is responsible for the notice associated with the hearing. ORS 198.800(2).

ORS 198.805 governs the proceedings of the hearing, including the authority given to the county board when no boundary commission exists. The county determines whether the proposed area could be benefitted by the district using the criteria in ORS 199.462 and ORS 198.805. If the hearing is adjourned from time to time, the total hearing cannot last longer than four weeks without additional notice (ORS 198.805(1)). The county may adjust the proposed boundaries within certain limitations (ORS 198.805(1)).

**Step 7: Order and Final Hearing**
ORS 198.810 mandates that when a petition for formation is approved by the county, an order will be entered and will contain a time and place for a final hearing (ORS 198.810(2)). The final hearing will be scheduled for between 20 and 50 days from the date of the order.

If an order of formation is entered by the county board, within 10 days the county board must file copies of the order with the Oregon Department of of Revenue, Oregon Secretary of State, and with any affected county (ORS 198.780). ORS 198.782 additionally requires that a notice of formation be filed with the Secretary of State by the new district prior to any financial or business transactions may take place.
Alternative Formation: By County Board
ORS 198.835 allows the county board to directly form a district located within a single county via order. The district is still subject to hearing and election as the other formation procedures. (ORS 198.840). The district must reimburse the county for costs associated with formation if this method is successful (ORS 198.845).

Step 8: Election
ORS 198.810 sets forth when an election on district formation will be held after the final order. An election will occur where: a minimum number of electors within the district request an election; a permanent tax rate limit is proposed; or an ad valorem tax is proposed in addition to a permanent tax rate for bonded debt for capital needs (in which case the election is held on the question of incurring bond debt if the electors also approve the district formation itself).

The county board is responsible for providing a notice and order that an election be held as well as fixing the date of the election (ORS 198.815(1) and (2)). When a permanent rate will be set, the ballot will encompass a single question for both the formation of the district and setting the permanent rate at the next May or November election. The first board will be elected on the same ballot (ORS 198.815(4) and (2)). If the formation and permanent rate pass, the district may impose operating taxes up to the amount of the permanent rate limit (ORS 198.815(5)).

The county board of commissioners must enter an order establishing and forming the district within 30 days of a successful election and certify the elected board members (ORS 198.820(1)). The formation date of the district is the date of the order (ORS 198.820(3)).

Where no formation election is required, the first board must still be elected after the county’s order is entered (ORS 198.825). The county board will set the date of the election under ORS 255.345 and run the election as required by ORS 255.

Election of the Board
ORS 255 governs nomination and election of parks and recreation district board members, conduct of parks and recreation district elections, and initiative and referendum processes. (ORS 266.040).
4. SETTING UP AND FINANCING A NEW DISTRICT

4.1 Setting the Tax Rate
Process must be complete by March 31st in order for the county to collect the tax rate at the next collection.\(^3\)

4.2 Election of Board
Election of the board occurs at the next election after formation or during the same election on formation of the district (see above). The board is made up of three or five members, and members must be electors within the district (ORS 266.310). The members appoint a secretary in addition to the members (ORS 266.310(1)). Board members serve staggered four-year terms\(^4\) per ORS 266.320 and 266.330. Board members are elected at large or by zone, if the district is zoned (ORS 266.330).

4.3 Funding
A permanent tax rate must be approved by voters. Other methods of funding, such as user fees, would be up to the discretion of the board. Each year, the board determines the amount of money to be levied by taxation; the amount must not exceed one-half of one percent (0.0050) of RMV of all the taxable property in the district (ORS 266.420).

Sinking Funds
Sinking funds are permitted under ORS 266.430 for particular capital projects. The board may use this mechanism via resolution. It operates as a restricted fund and is collected the same as other taxes for the district. If funds are leftover once the designated purpose is accomplished, the funds may be applied toward operations and maintenance of the district.

General Obligation (GO) Bonds
ORS 266.480 limits the purposes for which a parks and recreation district may use bonded debt. An election to approve the bond must pass by a majority (ORS 266.490). General obligation (GO) bonds may not exceed two and one-half percent of the RMV of all taxable property in the district (ORS 266.512(2)). GO bonds are issued and prescribed under ORS 287A (see ORS 266.512(4)).

Revenue Bonds
Revenue bonds are authorized and limited in scope under ORS 266.514. They must similarly be approved by voters prior to issuance. Revenue bonds are not limited to a percent of RMV as GO bonds and are only payable from district operating revenues.

\(^3\) http://ref.sdao.com/formation/HandbookFormationChapter.pdf p. 79.
\(^4\) The first seated board serves less than four year terms to begin the staggering of terms.
4.4 Ordinances and Rules

Once the new board is elected and seated, they may begin to pass ordinances under ORS 198.
5. EXAMPLES OF SPECIAL DISTRICT FORMATION TO PROVIDE FORMERLY CITY (OR OTHER) SERVICES

The following are examples of other special districts formed with the intent of taking over services formerly provided by a city. Any of these examples would be good resources for anecdotal information about new district formation, lessons learned, and advice.

*City of Gresham*[^5]

Similarly to the process currently underway in Silverton, Gresham undertook a study in 2010 to review the feasibility of creating an ORS 266 Parks and Recreation District. Gresham also considered several other options for funding parks such as General Obligation bonds, fees, and System Development Charges. However, the feasibility study[^6] ultimately recommended the creation of a new district and a public education campaign to garner support for the district.

As a result of these efforts, the Springwater Parks and Community District idea was posed. This platform was used to educate the cities and citizens in the proposed district area. However, as of January 2019, the district has not yet become a reality. Instead, Gresham turned to a $7.50 monthly charge on utility bills to help fund its police, fire EMS, and parks and recreation functions, of which parks received five percent.

*Molalla River School District*[^7]

An election was held in 2017 regarding the formation of Molalla Aquatic District and a permanent rate of 29 cents per $1,000 of assessed value, which passed[^8]. The district’s sole purpose is to manage the Aquatic Center in Molalla. The Aquatic Center had been built via a bond passed by the Molalla River School District. It had been operated and maintained by the City of Molalla, but funding prevented the facility from being open to the public.

*Mid County Parks and Recreation District (Tillamook)*[^9]

Similar to the Silverton area, MCP RD was formed to take on the burden of Parks and Recreation services previously provided by multiple organizations. The district itself was formed via Tillamook County, but the permanent tax rate was voted on in an election[^10].

*North Clackamas Parks and Recreation District (County Service District)*[^11]

[^8]: https://www.clackamas.us/elections/20170516.html
[^10]: https://www.co.tillamook.or.us/gov/Clerk/Elections%202006/measure29-97.pdf
NCPRD is a Clackamas County Service District and recently attempted to be re-created as an independent special parks and recreation district. According to the website, it is the only county service district providing these types of services in the state. In addition, the district held an election to raise the taxing rate (which hadn’t changed since the original district formation) to 89 cents per $1,000. The prior rate is unable to keep up with community demand for services. However, the ballot measure failed and the district continues to be a county service district.

City of Eugene
The City of Eugene has undertaken a study to review the impact of creating a parks and recreation special district to manage their services portfolio. The City is still in the initial phases of reviewing whether a specialized district is viable and advisable.

Hood River Parks and Recreation District
Hood River Parks and Recreation District is a more established district but the above linked feasibility study shows they are struggling with some of the same issues as other parks and recreation providers. This district was originally tasked with operation of a municipal swimming facility and over the years has taken on more responsibilities approved by voters.

City of Corvallis
The City of Corvallis recently examined the feasibility of creating a parks and recreation district. The idea for a district was in response to severe funding cuts in the City budget.

11 https://dochub.clackamas.us/documents/drupal/3d666fad-da3b-45a9-af5b-4cf1afabf474
12 https://ncprd.com/november-ballot-measure
13 https://www.eugene-or.gov/3909/Parks-and-Recreation-Special-District-An
15 https://liberalarts.oregonstate.edu/sites/liberalarts.oregonstate.edu/files/opal/prd_full_report.pdf
City of Silverton: 2019 Parks and Recreation Survey

The City of Silverton is currently exploring new options for the management of the City's parks and recreation services. As a part of this process, the City has asked Portland State University to survey residents, employees, and visitors on their experience and vision for recreation in the region. This survey should take approximately 10-15 minutes. You can stop and return to the survey if you use the same computer or mobile device. Your response will be confidential and the Portland State University team will only share summaries of our findings. The survey does offer you an opportunity to share ideas in your own words, and we may share quotes if possible.

We will ask you questions both about your recreation preferences, and also the recreation preferences of those in your household. Please answer these to the best of your ability, and if you have any concerns or comments, we provide opportunities for you to share those in the survey.

If you have any questions or concerns about the survey, please contact Paul Manson, Senior Research Associate, Portland State University at: 503-725-2955 or mansonp@pdx.edu.

To begin, we would first like to ask you about yourself to make sure we provide you with questions that are relevant.

Are you 18 years of age or older?

☐ Yes
☐ No

Where do you live?

☐ Within the City of Silverton
☐ Outside of Silverton
Do you work or recreate within the City of Silverton?

- Yes
- No
- Other:
- Not applicable

Do you own a business in the Silverton area?

- Yes, within the City of Silverton
- Yes, outside of Silverton but within a mile of the city.
- Yes, outside the city.
- No
- Other:
- Not applicable

First, we would like to learn about your opinions on Silverton and recreation opportunities in the City. Please indicate your agreement with the following statements:

<table>
<thead>
<tr>
<th>Statement</th>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Neither agree nor disagree</th>
<th>Disagree</th>
<th>Strongly disagree</th>
<th>Don't Know</th>
</tr>
</thead>
<tbody>
<tr>
<td>Silverton is an excellent place to live.</td>
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<tr>
<td>Silverton is a great place to raise children.</td>
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<tr>
<td>Silverton is a wonderful place to retire.</td>
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<tr>
<td>My neighborhood has the recreational facilities and opportunities my household or I want.</td>
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<tr>
<td>Recreational facilities and opportunities in Silverton meet the needs of all residents, including diverse activities, and access for all ages and abilities.</td>
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</tr>
<tr>
<td>City of Silverton parks and recreation facilities are well managed and in good repair.</td>
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<tr>
<td>The City parks and recreation staff are fun and friendly.</td>
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</tr>
</tbody>
</table>
First, we would like to learn about your opinions on Silverton and recreation opportunities in the City. Please indicate your agreement with the following statements:

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Neither agree nor disagree</th>
<th>Disagree</th>
<th>Strongly disagree</th>
<th>Don't Know</th>
</tr>
</thead>
<tbody>
<tr>
<td>Silverton and the surrounding region is an excellent place to live.</td>
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</tr>
<tr>
<td>Silverton and the surrounding region is a great place to raise children.</td>
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<tr>
<td>Recreational facilities and opportunities in the region meet the needs of all residents, including diverse activities, and access for all ages and abilities.</td>
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<td>The City of Silverton parks and recreation staff are fun and friendly.</td>
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</tbody>
</table>

When you are interested in participating in a recreational activity or sport, how easy or difficult is it for you to find an opportunity?

<table>
<thead>
<tr>
<th>Extremely easy</th>
<th>Somewhat easy</th>
<th>Neither easy nor difficult</th>
<th>Somewhat difficult</th>
<th>Extremely difficult</th>
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</table>

When you want to visit a park in Silverton, how easy or difficult is it for you to find a park?

<table>
<thead>
<tr>
<th>Extremely easy</th>
<th>Somewhat easy</th>
<th>Neither easy nor difficult</th>
<th>Somewhat difficult</th>
<th>Extremely difficult</th>
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</thead>
<tbody>
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</table>

Next, we would like to ask about various recreational activities.

**Instructions:** You can skip any activity that does not apply. If you accidentally select an activity that does not apply, just use the Not Applicable option to clear it.

Thinking over the past 12 months, how often have you or members of your household participated in any of the following.
**Instructions:** This screen shows activities you indicated participating in. If you accidentally selected an activity that does not apply, just use the Not Applicable option to on this screen. If no items are displayed here, it means you did not select any in the previous question. You can go back using the arrow below and add activities.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Once a Year</th>
<th>Not Applicable</th>
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</thead>
<tbody>
<tr>
<td>Adult Dance Classes</td>
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<tr>
<td>Adult Art Classes</td>
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<td>Baseball/Softball</td>
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<td>Basketball</td>
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<td>Biking (leisure or commute)</td>
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<td>Bird or Wildlife Watching</td>
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<td>Boating</td>
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<tr>
<td>Concerts or Organized Events</td>
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<td>Dog Walking/Dog Park</td>
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<tr>
<td>Exercise Classes</td>
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<td>Football (Flag, Touch, Etc.)</td>
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<td>Fishing</td>
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<tr>
<td>General Recreation (E.g. walking, enjoying open spaces)</td>
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<tr>
<td>Geocaching and Orienteering</td>
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<td>Jogging/Running</td>
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<td>Pickleball</td>
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<tr>
<td>Picnicking - Family/Friends</td>
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<tr>
<td>Picnicking - Group Gatherings</td>
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<tr>
<td>Playground Visit</td>
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<td>Swimming Lessons</td>
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<td>Youth Theater</td>
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<td>Other</td>
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</table>
Based on the activities you indicated participating in, how well do current City of Silverton facilities serve your recreation needs?

<table>
<thead>
<tr>
<th>Activity</th>
<th>Extremely well</th>
<th>Very well</th>
<th>Moderately well</th>
<th>Slightly well</th>
<th>Not well at all</th>
<th>Not applicable</th>
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<td>Adult Dance Classes</td>
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<td>Swimming Lessons</td>
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<td>Tennis</td>
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<td>Other:</td>
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</table>

How well do local trails serve your needs? Trail uses can include cycling, jogging, running and walking.
How likely would you or those in your household be to use a multi-purpose indoor facility that could be used for indoor sports, community gatherings, classes, workshops, or other indoor activities?

- Extremely likely
- Somewhat likely
- Neither likely nor unlikely
- Somewhat unlikely
- Extremely unlikely

Do you participate in adult league sports? If so please indicate below the sport and how often. If you are not participating in one of these sports, but are interested, please use: "Interested, but not active."

<table>
<thead>
<tr>
<th></th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Seasonally</th>
<th>Occasionally</th>
<th>Interested, but not active</th>
<th>Not applicable/Not interested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basketball</td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>Bowling</td>
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<td>Golf</td>
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<td>Kickball</td>
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<td>Soccer</td>
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<td>Softball</td>
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<td>Volleyball</td>
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</tbody>
</table>

Below are a list of Silverton parks and recreation facilities, please drag them into the order of importance for you or your household. To drag, use your mouse or finger to click on the location and drag it into the order you wish to share.

Please place most important facilities at the top of the list.

Pioneer Park

Old Mill Park

Silverton Marine Park and Reservoir
Coolidge McClaine Park
Silverton Community Swimming Pool
Silverton Dog Park
Town Square Park
Lincoln Street Park
Skate Park
Silverton Community Center and Gym

The Pettit Natural Area (an 80 acre property with a 20 acre lake located SW of the Oregon Garden) is being evaluated for future parks and recreation uses. Do you support the development of the property to increase access and use for nature-based recreation? (e.g. parking, trails, viewpoints, and fishing opportunities)

○ Strongly support
○ Somewhat support
○ Neither support nor oppose
○ Somewhat oppose
○ Strongly oppose
○ Don't know

The following questions ask about activities or sports you or those in your household participate in that require travel. These may be activities or sports that are not available locally, or require travel for competition. For example, travel might include participating in soccer games across the Willamette Valley, or participating in a workshop or class.

Do you or those in your household travel to other cities or locations to participate in organized sports? (Examples: soccer league play, basketball tournaments)

○ Daily or Weekly
○ Monthly
○ Sports Season (e.g. Spring or Fall sports)
○ Once a year
○ Never
○ Other

What are the organized sports you travel for? Where do you travel to? (Optional)
Do you or those in your household travel to other cities or locations to take classes or to pursue a hobby? (Examples: art classes or exhibitions, workshop events, etc.)

- Daily or Weekly
- Monthly
- Class sessions (e.g. 5 week class period)
- Once a year
- Never
- Other

What are the classes, activities, or hobbies you travel to participate in? Where do you travel to? (Optional)

Are there other recreational activities we have not listed that you wish to have included in our results? If so, what are they and how are they being served or not served at present? (Optional)

Some have recommended the creation of a special district (a form of local government) in order to expand parks and recreation opportunities in the region, including the City of Silverton. This parks and recreation district would be responsible for developing, operating, and managing parks and recreational facilities with its own dedicated property tax authority. The district would have a board of elected representatives from the area it serves.

If you were asked to vote on the creation of a special district that would include your home or business location, how would you vote?

- Yes
Next, we would like to ask you questions about the financing of recreational opportunities in the City of Silverton. Today, parks and recreation facilities are funded in part by a mix of local property taxes collected within the City and a monthly utility fee. User and rental fees are also a part of the funding for some facilities.

In general, how do you feel about the amount of taxes and fees you pay?

If the community of Silverton and nearby areas chose to increase funding to develop more recreational facilities and opportunities in the region, and that resulted in a change in local property taxes, how much more would you be willing to pay per month? The amount you selected would be a monthly increase, dedicated to parks and recreation funding.

You indicated not being very interested in increased taxes for recreational facilities. Why do you feel this way? (Select all that apply.)

- [ ] I do not trust the funds would be spent wisely
- [ ] Already sufficient public funds to meet local needs
- [ ] Not able to afford increased taxes
- [ ] I would not personally benefit from increased recreational facilities
- [ ] Don't know enough
Are there other ideas, concerns, or questions you have about parks and recreation in the City of Silverton?

Please click on the map to share where you live in the area. If your home is not on this map, please see next question.

**If your home is not on this map, please advance to the next question.**
Please click on the map to share where you live in the area.
You indicated earlier that you own a business, please click on the map to indicate where your primary operations are located. (Use main office or location if you have multiple locations.)
If your **business** location is not on the map, please share here:

![Map of Silverton area]

Finally, we need to ask some questions about you and your household to understand how representative our survey responses are of the Silverton area.

What is your age?

- 18 - 24
- 25 - 34
- 35 - 44
- 45 - 54
- 55 - 64
- 65 - 74
- 75 - 84
- 85 or older
How many adults live in your household, including yourself?

How many children live in your household that are.....?

- Infant to Preschool
- Kindergarten to 5th Grade
- Middle and High School

What is your gender?

- Male
- Female
- Prefer not to say
- Other

Are you of Hispanic origin?

- Yes
- No
- Prefer not to say

Do you rent or do you own your home?

- Rent
- Own
- Prefer not to say
- Other

What is your employment status?

- Employed full time
- Employed part time
- Unemployed looking for work
- Unemployed not looking for work
- Retired
- Student
- Disabled
- Prefer not to say
Crook County Parks and Recreation (CCPR)

Profile
Crook County Parks and Recreation is a full-service district that owns and/or manages thirteen parks and two campgrounds in and around the City of Prineville, Oregon. One of the parks, the Prineville Bike Park, is on land leased from the city by CCPR.

Facilities
CCPR owns and operates a heated outdoor swimming pool that is maintained by Parks maintenance and pool staff. The district also owns and operates an indoor skating rink. Other facilities include a skate park, a community garden, a bike park, an angling pond, and two dog parks. Athletic facilities include a softball field and a baseball field, with two more athletic fields under construction.
CCPR operates a bike park on land leased from the City of Prineville.

Recreational Services
Sports: Flag Football, Tackle Football, Pickleball, Fishing Derby, and Baseball Fundamentals Camp
Classes: Dog Obedience, Photography, CPR/First Aid, Youth Karate, Gymnastics, Youth and Adult Dance, Fitness, Hunter Safety/Firearm Safety, Swim Lessons, Floral Design, Skateboard Lessons, Horseback Lessons, Work Zone Traffic Control Certification
Children’s Programs: Snow Day Camp, Jedi Day Camp, Children’s Music Theater Camp

Finances (FY 2018 Adopted)
Total Budget Requirements: $1,262,345
Revenue from Tax Base: $798,665  
Revenue from Program Fees: $149,510  
Other Revenue: $314,170  

CCPR FTE: 12-15  
- Director $60,798  
- Park Supervisor $46,583  
- Maintenance/Mechanic $36,149  
- Maintenance/Irrigation $34,158  
- Maintenance/Grounds $31,595  
- Utility Parks Employees $57,000  
- Business Manager $46,333  
- Office Assistant $17,559  
- Pool Mgr./Lifeguards $32,885  
- Swim Instructors $9,000  
- Roller Rink Staff $22,050  
- Recreation Staff $12,000  
- Recreation Coordinator $32,285  
- Sports Field Maintenance $32,285  
- Retirement $26,000  
- Health Ins. $126,500  
- Taxes $74,200  
- Misc. $19,950  
- Total FTE Costs $721,070  

Program and Program Personnel Expenses $414,573  

Debt Service $15,000
Sisters Parks and Recreation District (SPRD)

Profile
Sisters Parks and Recreation District (SPRD) began as a non-profit recreation-only organization in 1995. SPRD has since expanded its scope to include a community center and several parks. The City of Sisters retains ownership of the majority of the city’s parks and funds their maintenance through systems development charges (SDCs), while SPRD handles park programs. Due to Sisters’ location within a national forest, the boundaries of SPRD are restricted to the city’s borders. The city has 2,701 residents.

Facilities
The community center owned and operated by SPRD contains a fitness studio, a kitchen and community room, and several classrooms, all of which can be rented for a fee. SPRD also owns a bike park, skate park, and playground.

Recreational Services
**Sports:** Flag Football, Tackle Football, Corn Hole, Pickleball, Golfing, Softball, Volleyball, and Soccer
**Classes:** Fly Fishing, Gardening, Mountain Biking
**Children’s Programs:** Pre-School, After-School, Theater Camp, Adventure Camp

Finances (FY 2017-2018)
- Total Budget Requirements: $765,799
- Revenue from Tax Base: $285,467
- Revenue from Program Fees: $427,311
- Other Revenue: $53,021
- SPRD FTE: 3.75
  - Executive Director: $54,742
  - Finance Coordinator: $44,329
  - Support: $32,665
  - Custodial/Maintenance: $14,688
Emp. Costs $13,112
Total FTE Costs $159,536

Program and Program Personnel Expenses $414,573

Debt Requirements $15,000

Notes
In 2018, Sisters voters approved a 5-year tax levy for SPRD. The levy collects an additional $0.15 per $1,000 in assessed home value for a total of $0.37 per $1,000. The levy is expected to raise $200,000 per year and will be used to pay for maintenance, expanded programs and events, and reduced fees for after-school and youth sports programs.¹

Northern Wasco Parks and Recreation District (NWPRD)

Profile
Northern Wasco Parks and Recreation District (NWPRD) is a full-service district that maintains 9 parks and a Sports Field Complex totaling 200 acres. NWPRD also owns and operates an aquatics center.

Facilities
The NWPRD Sports Complex includes 5 baseball venues and two softball fields. Sorosis Park, in addition to gardens and trails, provides for disc golf, tennis, softball,

volleyball, and picnics. Howe Park has facilities for tennis and basketball. NWPRD also owns a skate park.
The aquatics center contains a 50-meter pool equipped with a water slide, aqua-climbing wall, and diving board. The center sells admission on either a daily basis or through a season pass. Admission rates are tiered by age of pool guest and whether or not the guest lives within the district boundaries.

Recreational Services

Sports: Pickleball, Laser Tag, Rafting
Classes: Yoga, Fitness, Junior Lifeguard, Archery, Wilderness Skills Camp
Children’s and/or Teens Programs: Creative Workshops, Day Camp, Pool Parties

Finances (FY Adopted 2018-2019)

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
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<td>Revenue from Tax Overlay</td>
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<td>Park Use Fees</td>
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<td>Recreation Fee Revenue</td>
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<td>Aquatics Center Revenue</td>
<td>$156,900</td>
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<td>Other Revenue</td>
<td>$300,693</td>
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</table>

Administrative:
- FTE: 2.0
- TECC: $202,800

Parks:
- FTE: 5.0
- TECC: $274,329

Recreation:
- FTE: 1.5
- TECC: $98,700

Aquatics:
- FTE: 3.86
- TECC: $122,892

Total FTE Costs $698,721

Debt Service $606,298
North County Recreation District (NCRD)

Profile
The North County Recreation District (NCRD) was created in 1997 to develop a comprehensive community center within a building that once housed a school built in the 1920s. The district provides arts, recreation, and aquatics programs within the center but owns no parks outside of the building.

Facilities
The NCRD community center contains an aquatics center, a youth center, leisure and event spaces, visual and performing art space, and a fitness center.

Recreational Services
Sports: N/A
Classes: Yoga, Fitness, Aquatics
Children's and/or Teens Programs: Day Care, Youth Soccer, Summer Camps

Finances (FY Adopted 2018-2019)
Total General Fund Requirements: $1,571,067
Revenue from Tax Overlay: $943,462
Recreation User Fees: $183,134
Aquatics User Fees: $45,000
Swim Fees: $10,800
Other Resources: $388,671

Administrative:
FTE: 4.95
TECC: $312,156

Aquatics:
FTE: 6.47
TECC: $325,296

Fitness:
FTE: 4.37
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Total FTE Costs $1,002,832
### Salem P&R FTE budget

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**Total P&R Cost per Employee**: $171,190.12

**Total Combined P&R budget**: $433,111

**NUMBER OF POSITIONS**: 1.00

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### Fairview P&R FTE budget

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**Two Cities Recreation Fund**

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### Salem and Fairview Parks and Rec FTE Analysis

#### Salem: Dept. of Public Works, Parks Div.

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<td>$5,430.83 $65,170</td>
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<tr>
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<td>$54,702</td>
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<tr>
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<tr>
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<td>$39,840</td>
<td>$3,320.00 $39,840</td>
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<tr>
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<td></td>
<td>$397,861 $1,991,303</td>
<td>$32,341 $1,991,303</td>
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</table>

#### Salem: DPW, Recreation Div.

<table>
<thead>
<tr>
<th>Class</th>
<th># Emp</th>
<th>Base Salary/Ext.</th>
<th>Adopted 2018</th>
<th>Monthly</th>
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<tr>
<td>B24</td>
<td>2</td>
<td>$81,170 $162,340</td>
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<tr>
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<tr>
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<td>4</td>
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<td>$54,210</td>
<td>$4,517.50 $216,840</td>
</tr>
<tr>
<td>A22</td>
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<td>$65,170</td>
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<td>A14</td>
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<td></td>
<td></td>
<td></td>
<td>$358,616 $635,579</td>
<td>$27,604 $635,579</td>
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</table>

#### Fairview: Dept. of Public Works, Parks Div.

<table>
<thead>
<tr>
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<th># Emp</th>
<th>Base Salary/Mo. % PW</th>
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<td>$4,831.60 $331.89</td>
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<tr>
<td>T15</td>
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<tr>
<td>T12</td>
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<td>$4,423.68 $274.27</td>
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## Salem and Fairview Parks and Rec FTE Analysis

### Salem P&R FTE Budget

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Year</th>
<th>Cost per FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2016-17</td>
<td>2017-18</td>
</tr>
<tr>
<td>SALARIES AND WAGES</td>
<td>$1,982,210</td>
<td>$1,991,320</td>
</tr>
<tr>
<td>SEASONAL AND RELIEF</td>
<td>329,620</td>
<td>379,450</td>
</tr>
<tr>
<td>HOLIDAY - REGULAR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OVERTIME</td>
<td>16,660</td>
<td>16,660</td>
</tr>
<tr>
<td>STANDBY</td>
<td>2,870</td>
<td>2,870</td>
</tr>
<tr>
<td>DIFFERENTIAL</td>
<td>1,270</td>
<td>1,270</td>
</tr>
<tr>
<td>51100 INCENTIVES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LEAVE PAYOFF</td>
<td>660</td>
<td></td>
</tr>
<tr>
<td>OTHER PAY/BENEFITS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FICA AND MEDICARE</td>
<td>173,650</td>
<td>175,540</td>
</tr>
<tr>
<td>WORKERS' COMP PREMIUM</td>
<td>72,620</td>
<td>94,160</td>
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<tr>
<td>WORKERS' COMP STATE ASMIT</td>
<td>770</td>
<td>1,160</td>
</tr>
<tr>
<td>UNEMPLOYMENT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMPLOY - RETIREMENT PERS</td>
<td>289,800</td>
<td>368,190</td>
</tr>
<tr>
<td>PERS UNFUNDED LIABILITY</td>
<td>100,030</td>
<td>116,350</td>
</tr>
<tr>
<td>EMPLOY - PERS PICKUP</td>
<td>139,120</td>
<td>143,770</td>
</tr>
<tr>
<td>INSURANCE - MEDICAL</td>
<td>570,490</td>
<td>595,080</td>
</tr>
<tr>
<td>INSURANCE - VISION</td>
<td>16,930</td>
<td>16,660</td>
</tr>
<tr>
<td>INSURANCE - DENTAL</td>
<td>53,230</td>
<td>52,580</td>
</tr>
<tr>
<td>INSURANCE - LIFE</td>
<td>3,380</td>
<td>4,280</td>
</tr>
<tr>
<td>INSURANCE - DISABILITY</td>
<td>1,150</td>
<td>860</td>
</tr>
<tr>
<td>Total Personal Services</td>
<td>$3,754,440</td>
<td>$3,964,700</td>
</tr>
<tr>
<td>NUMBER OF POSITIONS</td>
<td>37.5</td>
<td>38.5</td>
</tr>
<tr>
<td>Total Cost per Employee</td>
<td>$100,118.40</td>
<td>$102,979.22</td>
</tr>
<tr>
<td>Parks Operations Budget</td>
<td>$6,776,080</td>
<td>$6,763,190</td>
</tr>
<tr>
<td>Budget Dollar per FTE</td>
<td>$180,695.47</td>
<td>$175,667.27</td>
</tr>
<tr>
<td>Parks Volunteer svcs cost</td>
<td>$117,640</td>
<td>$56,710</td>
</tr>
<tr>
<td>NUMBER OF POSITIONS</td>
<td>1</td>
<td>0.5</td>
</tr>
</tbody>
</table>

### Cost per FTE

<table>
<thead>
<tr>
<th>Year</th>
<th>Cost per FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016-17</td>
<td></td>
</tr>
<tr>
<td>2017-18</td>
<td></td>
</tr>
</tbody>
</table>

### Fairview P&R FTE Budget

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Year</th>
<th>Cost per FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td>2017-18</td>
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<td></td>
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</tr>
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</tr>
<tr>
<td>DIFFERENTIAL</td>
<td>1,270</td>
<td>1,270</td>
</tr>
<tr>
<td>51100 INCENTIVES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LEAVE PAYOFF</td>
<td>660</td>
<td></td>
</tr>
<tr>
<td>OTHER PAY/BENEFITS</td>
<td></td>
<td></td>
</tr>
<tr>
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<tr>
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<tr>
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</tr>
<tr>
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<td></td>
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<tr>
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<tr>
<td>PERS UNFUNDED LIABILITY</td>
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<td>143,770</td>
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<tr>
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<td>Parks Volunteer svcs cost</td>
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<td>$56,710</td>
</tr>
<tr>
<td>NUMBER OF POSITIONS</td>
<td>1</td>
<td>0.5</td>
</tr>
</tbody>
</table>

### Cost per FTE

<table>
<thead>
<tr>
<th>Year</th>
<th>Cost per FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016-17</td>
<td></td>
</tr>
<tr>
<td>2017-18</td>
<td></td>
</tr>
</tbody>
</table>
Sisters P&R Budget FTE Analysis

FY 2018-2019

Positions listed in Org Chart | FTE
---|---
Executive Director | 1.00
PreSchool Head Teachers | 2.00
Admin Asst. | 1.00
Rec Programs Director | 1.00
Finance Coordinator | 1.00
Events Coordinator | 0.50
Facility & Grounds Coordinator | 0.50
Pre School Asst. Teachers | 2.00
After School Program Coordinator | 5.00
Middle School Program Coordinator | 0.25
Adult & Youth Program Asst. | 1.00
After School Program Asst. | 0.50

Population | 2540
Personal Income | $ 121,434,860
Mkt. value of Taxable property | $ 559,333,811
Total taxable assessed Value | $ 394,994,000
Sisters P&R tax rate (per ($1,000)) | 0.21

Total District Requirements 2018

Note 1: The salaried positions itemed in the budget do not match the positions described in the organizational chart.
Note 2: Sisters Parks and Rec does not participate in PERS. The district matches up to 3% contribution to Simple 401(k) plan.
<table>
<thead>
<tr>
<th>Category</th>
<th>Value</th>
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<tbody>
<tr>
<td>Total Admin FTE:</td>
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<td>Total Program Personnel</td>
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<tr>
<td>TECC (Admin)</td>
<td>$54,893.71</td>
</tr>
</tbody>
</table>

Note 1: The salaried positions itemized in the budget do not match the positions described in the organizational chart.

Note 2: Sisters Parks and Rec does not participate in PERS. The district matches up to 3% contribution to Simple 401(k) plan.
Crook County Parks and Rec  
FYE Ending 6/30/19

Total Budgeted Resources and Requirements:  
$1,433,979

<table>
<thead>
<tr>
<th>Position</th>
<th>Salary</th>
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<tbody>
<tr>
<td>7010 DIRECTOR</td>
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<tr>
<td>7015 PARK SUPERVISOR</td>
<td>47,545</td>
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<tr>
<td>7020 MAINTENANCE / Mechanic</td>
<td>36,868</td>
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<tr>
<td>7025 MAINTENANCE / Irrigation</td>
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<td>7027 MAINTENANCE / Grounds R.P.T.</td>
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<tr>
<td>7030 UTILITY PARKS EMPLOYEES</td>
<td>65,536</td>
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<tr>
<td>7035 BUSINESS MANAGER</td>
<td>46,762</td>
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<tr>
<td>7042 OFFICE ASSISTANT</td>
<td>20,243</td>
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</tr>
<tr>
<td>7045 POOL MANAGE &amp; LIFEGUARDS</td>
<td>37,830</td>
<td>1</td>
</tr>
<tr>
<td>7055 SWIM INSTRUCTORS</td>
<td>13,700</td>
<td>0.25</td>
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<tr>
<td>7060 ROLLER SKATING STAFF</td>
<td>20,240</td>
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<tr>
<td>7075 RECREATION STAFF</td>
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<tr>
<td>7080 RECREATION COORDINATOR</td>
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<tr>
<td>7090 SPORTS FIELD MAINTENANCE</td>
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$ 494,588

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<th>Position</th>
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<th>FTE</th>
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<tr>
<td>7120 WORKERS COMP. INS.</td>
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$ 68,643

<table>
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<tr>
<th>Position</th>
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<tbody>
<tr>
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<td>7140 MEDICAL INSURANCE</td>
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<tr>
<td>7150 HEALTH REIMBURSEMENT</td>
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<tr>
<td>7160 FLEXIBLE SPEND ACCOUNT</td>
<td>2,003</td>
<td>0.0040</td>
</tr>
</tbody>
</table>

202,257

TECC  
$ 765,488

# FTE (approximately)  
12.5

Cost Per FTE  
$ 61,239.04

Note: Crook County Parks and Rec does NOT participate in PERS.  
The Pension Plan is a 401-(A) administered by AIG Valic
Lebanon Aquatic District

Fiscal Year 2018/2019
Adopted June 17, 2018
Lebanon, Oregon
LEBANON AQUATIC DISTRICT
FY 2018-2019
BUDGET MESSAGE

I am pleased to present to you the Lebanon Aquatic District’s 2017/18 fiscal year budget message. This budget is based on the 2015/16FY and 2016/17FY actual fiscal history and projections from the current 2017/18 FY.

I hereby submit, for your consideration, the proposed FY 2018/19 annual budget as required by ORS 294.331. This balanced budget is within the permanent rate limitation. This budget does not require a vote of the people and therefore, your action alone will approve or disapprove this document.

The proposed FY 2018/19 total combined budget of $873,409 is an increase of $102,184 from the 2017/18 Adopted Budget. The proposed budget asks that we levy the full amount allowable by law under our permanent rate. We have an estimated $200,000 beginning/ending General Fund balance. The beginning balance reflects an estimated $90,600 of unappropriated funds.

PERSONNEL SERVICES

The proposed budget will provide for one (1) FTE Executive Director, one (1) FTE Administrative Programs Coordinator, (7) one-half time (.50) FTE instructors/supervisors, one (1) three quarter (.75) FTE custodian, and approximately twenty-one (21) part-time temporary staff.

The proposed budget of $400,810 is a $26,775 increase from FY2017/18. The increase in personnel services is largely due to increased labor costs associated with the state’s mandated minimum wage increase and in meeting all of the varied staffing needs associated with the many programs offered at the pool.

MATERIALS AND SERVICES

The total combined materials and services portion of the budget is $152,050 and is only slightly more than the FY2017/18 adopted budget. These expenses make up our building maintenance, chemical, janitorial, office supplies, utilities, and staff education and training.

CAPITAL OUTLAY

Building improvements for FY 2018/19 include the materials and labor for the following items:

- Purchase and installation of UV Sanitation system and VFD’s for both the lap pool and warm pool.
- New Chemical Controller for lap pool
- New Modulating Valve in lap pool surge tank

This budget also includes $5,000 designated for “other equipment” which will be used to purchase unknown or unforeseen pieces of equipment that might come up throughout the year. Total Capital Outlay is projected at $129,600.

CONTINGENCIES

The requested capital improvements will address upgrades to our 50-year-old facility. However, there will still remain the possibility of unanticipated repairs to our facility. I feel it is prudent to maintain a healthy and readily available source of funds for unplanned costly repairs and related expenses. Total contingencies are $34,920.
DEBT SERVICE

The District undertook the most significant building improvement in April 2011 since the pool was built in April 1967. A State Energy Loan Program (SELP) payment of $455,546 is being paid back to the Oregon Department of Energy over 15 years with a budgeted payment of $43,429 to pay for these improvements.

Under ORS 478.410 (2) the district may incur bonded debt equal to 1.25% of the true cash value of all property within the district. The district’s true market value is $3,278,116,108, which computes to a debt cap of $40,976,451.

RESERVE FUND

A Reserve Fund has been established to accumulate money for future pool expansion. The FY2018/19 budget accounts for $10,000 to be put into the reserve fund. Our reserve balance will be $125,000 with the proposed $10,000 transfer.

SPECIAL FUND

LAD has been the primary sponsor of the Lebanon Community Swim Club since 2006. This year’s budget will include a separate balanced budget for the purpose of operating the swim club. The proposed Special Fund budget of $59,400 includes a $10,000 transfer from the general fund and is an increase from FY2017/18 adopted budget. The Swim Club collects monthly dues and continues to engage in many fundraising efforts throughout the year to help meet their financial obligations.

EXPECTED FINANCIAL POSITION FOR FY 2018/19

Our primary goal for the district is to realize an estimated ending/beginning fund balance of $200,000 that would carry the district until November taxes are collected and deposited. With our estimated programs revenue of around $160,000 from the end of the FY2018, our goal is to continue to provide relevant and needed aquatic programs for the community while maintaining a balanced budget. The District also anticipates receiving $45,000, in cash incentives from the Energy Trust of Oregon for the capital improvements that are proposed in this budget.

SUMMARY

As I approach my fourth anniversary as the director of the Lebanon Aquatic District, I am hopeful that with the consistency in leadership and with the support of the Lebanon Aquatic District Board of Directors, the FY2018/19 will reveal continued success for our community swimming pool.

Respectfully Submitted,

Lorlee Engler, Aquatics Director
Lebanon Aquatic District
# LEBANON AQUATIC DISTRICT

## FY 2018/19

### GENERAL FUND EXPENDITURES

<table>
<thead>
<tr>
<th>HISTORY</th>
<th>FISCAL YEAR 18/19</th>
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</thead>
<tbody>
<tr>
<td>FY 15/16</td>
<td>FY 16/17</td>
</tr>
<tr>
<td>262,407</td>
<td>256,329</td>
</tr>
<tr>
<td>41,270</td>
<td>60,792</td>
</tr>
<tr>
<td>303,677</td>
<td>317,121</td>
</tr>
<tr>
<td>10,814</td>
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<td>558,545</td>
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13
LEBANON AQUATIC DISTRICT

FY 2018/19

PERSONNEL SERVICES

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<th>Line Item</th>
<th>Description</th>
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TOTAL PERSONNEL SERVICES BUDGET $400,810
## MATERIALS AND SERVICES

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<td>Contract Services</td>
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<td><strong>1,875</strong></td>
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| 6110 | Maintenance/Building                                                    | 34,000 |
|      | Maint, Building                                                        |      |

| 6120 | Maintenance/Equipment                                                  | 2,500  |
|      | Maint, Equipment                                                       |      |

| 6130 | Meetings & Conferences                                                | 1,000  |

| 6140 | Printing Services                                                      | 450  |

| 6150 | Postage                                                                | 500  |
|      | Office Postage                                                         |      |

| 6160 | Refunds                                                                | 0  |

| 6165 | Scholarships/Grants                                                    | **3,000** |

| 6170 | Supplies                                                               | **37,500** |
|      | Pool Chemicals                                                         | 12,600 |
|      | Janitorial                                                             | 5,200  |
|      | Office                                                                 | 3,650  |
|      | First Aid                                                              | 225  |
|      | Retail Inventory                                                       | 4,500  |
|      | Uniforms                                                               | 350  |
|      | Instructional/Rescue Equipment                                         | 5,000  |
|      | Bank Charges & Fees                                                   | 5,000  |
|      | Lobby Supplies                                                         | 125  |
|      | Key Tags                                                               | 850  |

| 6180 | Travel                                                                 | 625  |

| 6190 | Utilities                                                              | **29,500** |
|      | Water/Sewage                                                           | 1,000  |
|      | Electricity                                                            | 14,600 |
|      | Natural Gas                                                            | 13,900 |

**TOTAL MATERIALS AND SERVICES**  
$154,050
# LEBANON AQUATIC DISTRICT

## FY 2018/19

### CAPITAL

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<tbody>
<tr>
<td>7100</td>
<td><strong>Building</strong>&lt;br&gt;UV System &amp; VFD Upgrade:&lt;br&gt;Lap Pool&lt;br&gt;Warm Pool&lt;br&gt;HVAC Controller Programming&lt;br&gt;Valve Replacement in Lap Pool Surge Tank</td>
<td>$69,500&lt;br&gt;$46,600&lt;br&gt;$4,500&lt;br&gt;$4,000</td>
<td><strong>$124,600</strong></td>
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<td>7020</td>
<td><strong>Other Equipment</strong>&lt;br&gt;unspecified and as needed</td>
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<td><strong>5,000</strong></td>
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**TOTAL CAPITAL**  

$129,600
# LEBANON AQUATIC DISTRICT

**FY 2018/19**

## DEBT SERVICE

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**TOTAL DEBT SERVICE**

$43,429.00
## LEBANON AQUATIC DISTRICT

### FY 2018/19

### GENERAL FUND REVENUES

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<th>HISTORY</th>
<th>FISCAL YEAR 18/19</th>
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<td>FY 15/16</td>
<td>FY 16/17</td>
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<td>406,031</td>
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<td>10,555</td>
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<td>739,713</td>
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**TOTAL FUND REVENUE** $873,409.00 $873,409.00 $873,409.00
DISTRICT PROFILE

History

The Lebanon Aquatic District was created with the sole intent of ensuring that Lebanon area residents could always enjoy the unique opportunities that only a year round indoor aquatic facility can provide.

The Lebanon Community Pool was the first public indoor aquatic facility in the Mid-Willamette Valley when it officially opened in April 1967 at a cost of $300,000.

The district's 245 square mile boundary has a collective population of 26,620. This includes the towns of Sodaville, Waterloo and Lebanon. Lebanon makes up roughly half the population with 13,150.

Legal Authority

The Lebanon Aquatic District is a special purpose park and recreation district, established by the vote of the people on November 7th, 2000, under Oregon Statute Chapters 198-Special General, and 266-Park and Recreation Districts. The district is funded through property taxes, fees and charges, and alternative revenue such as local grants.

Structure

The district is governed by a policy-making board of directors and administered by a professional park and recreation administrator. The board is composed of five lay members elected by the registered voters of the District. Each volunteer serves a staggered four-year term. The member represents the District at large rather than serving separate precincts.
LEBANON AQUATIC DISTRICT
FY 2018/19

ANALYSIS OF TAX RATE AND COLLECTION

ESTIMATED ASSESSED VALUATION

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<th>Description</th>
<th>Amount</th>
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<td>Less Urban Renewal District</td>
<td>($177,561,396)</td>
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<td>Estimated Measure 5 Loss</td>
<td>(1072)</td>
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<td>Value Growth from Annual Increase(^1)</td>
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<tr>
<td>Estimated Exception Based Value Growth(^2)</td>
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<tr>
<td>Estimated Assessed Valuation</td>
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<td>% Increase in Estimated Assessed Valuation</td>
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ESTIMATED TAX LEVY

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<td>Permanent Tax Rate for District</td>
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<tr>
<td>Estimated Tax Levy Totals</td>
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ESTIMATED TAX COLLECTIONS

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<td>General Fund Current Year Collections</td>
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<td>Estimated Tax Revenue Total</td>
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1 Measure 5 allows for an annual 3% increase on maximum valuation.

2 Measure 50 allows increase in maximum assessed value due to change in property including new construction, land partitions, re-zoning.
### GREATER ST. HELENS AQUATIC DISTRICT PROPOSED BUDGET FOR 2019-2020

#### Resources:

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<th>Code</th>
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<th>2017-18 Actuals</th>
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<td></td>
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</tr>
<tr>
<td>4001</td>
<td>Sales/Merchandise</td>
<td>5,127</td>
<td>5,185</td>
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<tr>
<td>4002</td>
<td>Admissions</td>
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<td>70,571</td>
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<tr>
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<td>Memberships</td>
<td>43,645</td>
<td>43,618</td>
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<tr>
<td>4004</td>
<td>Swim Lessons</td>
<td>75,257</td>
<td>84,460</td>
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<td>4005</td>
<td>School Lessons</td>
<td>5,229</td>
<td>4,162</td>
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<td>4007</td>
<td>Concessions</td>
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<tr>
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<td>-23</td>
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|      |                                            | 228,753            | 239,142                        |

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<tbody>
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<tr>
<td>4001</td>
<td>Sales/Merchandise</td>
<td>5,127</td>
<td>5,185</td>
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<td>Admissions</td>
<td>68,274</td>
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<td>43,645</td>
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<td>75,257</td>
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<td>9,857</td>
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<tr>
<td>4018</td>
<td>Over/Under Receipts</td>
<td>-29</td>
<td>-23</td>
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</tbody>
</table>

|      |                                            | 228,753            | 239,142                        |

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|      |                                            | 403,142            | 419,155                        |

|      |                                            |                    |                                |                                |

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|      |                                            | 403,142            | 419,155                        |

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|      |                                            | 403,142            | 419,155                        |

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### PERSONAL SERVICES:

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<td>67,720</td>
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<tr>
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<td>Admin./Fin. Mgr.</td>
<td>46,320</td>
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### MATERIALS & SERVICES

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**TOTAL MAT. & SVCS.**

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**TOTAL MATERIALS & SVC.**

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**TOTAL CAPITAL OUTLAY**

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**TOTAL DEBT SERVICE**

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2018-19 Total Expenditures: 781,720
GREATER ST. HELENS AQUATIC DISTRICT PROPOSED BUDGET FOR 2019-2020 (Revised 6/17/19)

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2019-20 Total Resources+Beg. Balance: 806,600
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2019-20 Total Expenditures: 806,600