

September 29, 2011
CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
Administrative Office
125 South Elliott Road
Newberg, OR 97132

MINUTES

I. Don Loving called the meeting to order at 6:00 p.m.

II. Roll Call

Directors Present:

Deona Twenge

Don Loving

Mike McBride

Larry Anderson

Excused:

Mike Ragsdale

Staff Present:

Don Clements

Mark Martin

Jim McMaster

Kat Ricker

Branden Thompson 6:07

Sarah Craft 6:53

Public Present:

Jere Witherspoon

Donna Paul

III. Approval of or Additions to the Agenda

Add Item VI B. - Resolution for establishing policy for fund balance

Move IV D. Approval of Contact to VI C.

Moved: Mike McBride

Second: Deona Twenge

Passed unanimously

IV. Approval of Consent Agenda

A. Approval of Minutes, Regular Board Meeting Aug. 18, 2011

B. Approval of Bills Payable totaling \$380,102.74

C. Approval of July Financials

Moved: Deona Twenge

Second: Larry Anderson

Passed unanimously

V. Public Participation

A. Donna Paul requested \$500.00 to support 11th Annual Oregon School Scrabble Championship in Newberg

Moved: Mike McBride

Second: Larry Anderson

Passed unanimously

B. Others not on Agenda – Jere Witherspoon proposed formation of a Newberg Dog Park Advisory Committee.

Discussion: Don Clements advised a procedure be adopted for referring issues to staff and board. Don Loving advised the Board appoint committee members with a minimum of seven on the committee; the Board may appoint more than seven and will appoint replacements as necessary. The Board agreed to move forward and to vote on this item at the next regular meeting.

VI. Action Items/Committee Reports/Board Comments

A. Award Contract for Construction of Chehalem Cultural Center Parking Lot. Two bids were received. The Board authorized the Superintendent to enter into a contract with Triplett Wellman Inc. for \$301,460.00 and make changes as needed.

Moved: Mike McBride

Second: Deona Twenge

Passed unanimously

B. Report and Comments from Board Members – Discussion on how to handle turf damage found on golf course: contact the pro shop.

Resolution for establishing policy for fund balance

Moved: Deona Twenge

Second: Larry Anderson

Passed unanimously

C. Approve Funds for Fortune Park Neighborhood Playground to two manufacturers which the Fortune Park Neighborhood Playground Committee selected – Kompan and Northwest Playground Equip. Inc.

Jim McMaster recommended awarding the asphalt paving of the pathway and basketball court to Signature Paving.

The Board authorized \$66,678.90 total for Fortune Park.

Moved: Larry Anderson

Second: Deona Twenge

Passed unanimously

VII. Old Business

A. Trails Update – Kat Ricker and Don Clements reported that outreach to landowners continues, and reported on Sept. 27th meeting discussing wayfinding concepts, particularly for bicycle trails, with Newberg, Dundee and Yamhill County municipal partners.

B. Property exchange – CPRD legal counsel Allyn Brown drew up a real estate exchange agreement with River Farms, LLC regarding the Dundee parcel where Chehalem Paddle Launch is located. No action has been taken on the agreement.

VIII. From the Superintendent's Desk

A. Financial Report and Questions approved

Moved: Deona Twenge

Second: Mike McBride

Passed unanimously

B. Superintendent Report – Don Clements presented the recreational use easement agreement with Veritas School. No action was required. Clements reported that a signed agreement had been received from Portland Community College.

C. Staff Reports – Staff discussed recent ORPA conference, progress on Fortune Park and upcoming Great Willamette Clean-up event.

IX. Correspondence

A. Citizen Comments/Evaluations - None

B. Miscellaneous Info – Deona Twenge resigned from the Board by reason of moving out of the District.

X. Don Loving adjourned the meeting at 6:55 p.m.

The next regular Board meeting will be held Oct. 27, 2011 at CPRD Administration Offices.

Respectfully Submitted,
Kat Ricker, CPRD Public Information Coordinator