

**April 27, 2017**  
**CHEHALEM PARK AND RECREATION DISTRICT**  
**REGULAR BOARD MEETING**  
**CPRD Administration Office**  
**125 S. Elliott Road**  
**Newberg, OR 97132**

**MINUTES**

**I. Bart Rierson called to order 6:00 p.m.**

**II. Roll Call**

Board members:

Don Loving  
Mike Ragsdale  
Bart Rierson

Excused:

Mike McBride  
Peter Siderius

CPRD Staff

Don Clements	Superintendent
Jim McMaster	Parks and Facilities Supervisor
Mark Martin	Recreation Supervisor
Shy Montoya	Administrative Coordinator

Public

Ryann Reinhofer	Equestrian/Parrett Mt. property owner
David Aman	PacWest Disc Golf Alliance
Andy Redalen	
Burke Walls	PacWest Disc Golf Alliance
Rob Lewis	Anvil Academy
Seth Gordon	Newberg Graphic
Hannan Sirpliss	Auditor

**III. Approval of the Agenda**

Motion        Mike Ragsdale  
Second        Don Loving  
Passed unanimously

**IV. Approval of Consent Agenda**

- A. Approval of minutes of March 23 and April 4, 2017 Board meeting and Budget Committee meeting
- B. Approval of bills payable
- C. Approval of March financials

Motion Don Loving  
Second Mike Ragsdale  
Passed unanimously

**V. Public Participation** – Note reorder of items compared to agenda, since auditor had not yet arrived.

A. Disc Golf presentation by PacWest Disc Golf Alliance representatives, led by Burke Walls. See materials in packet. Proposal to create and maintain a course at Bob and Crystal Rilee Park, for both recreational use at no charge to the public and also fee-based tournaments. Discussion led to discussion of advisory committee.

B. Audit for 2015-16 acceptance – Hannah Sirpless presented audit, stated it was clean, and praised Shy Montoya for her work. Don Loving, supported by the Board, said, **“The Board appreciates the good job that Shy is doing.”** Ragsdale noted he would like this compliment in bold, since it is unusual to see staff praised in the minutes.

Motion to approve the audit.

Motion Don Loving  
Second Mike Ragsdale  
Passed unanimously

C. SDC Report FCS – See report in packet from Don Clements. Discussion: Bart said he was concerned about the figure of \$80 million for trails, that it may be too high for the public to accept.

B. Others not on agenda – None

**VI. Action Items/ Committee Reports/Board Comments**

A. Discussion of Bob and Crystal Rilee Park Advisory Committee – Clements reported that Mike Ragsdale, Pete Siderius, and he had met and the resulting revised development plan notes are in the packet. Discussion, including on the number of members. The committee will write its own bylaws to determine how to operate and any term limits. Motion made to release call for applicants with a deadline of 5 p.m. Thursday, May 18, for the Board to appoint five members at its regular meeting on Thursday, May 25, and also to revise the development plan to reflect that five members will be appointed by the CPRD Board, and the committee will then appoint an additional two, for a total of seven committee members.

Motion Mike Ragsdale  
Second Bart Rierson  
Passed unanimously

B. Discussion of Chehalem Cultural Center agreement – Discussion of both edited version from Rick Lee and also submitted version from CPRD legal counsel John Bridges, both included in packet. Clements recommended the Board approve Bridges’s version. Motion to authorize the Superintendent to approach the CCC and state that CPRD staff wishes to submit Bridges’s counter agreement, with the understanding that the CPRD Board has not approved it yet.

Motion Mike Ragsdale  
Second Don Loving

Passed unanimously

C. Landscape maintenance agreement – Motion to authorize the Superintendent to move ahead with the agreement between the Greens at Springbrook Homeowners' Association and CPRD.

Motion Mike Ragsdale

Second Don Loving

Passed unanimously

D. Reports and comments from Board members

Don Loving said that he wants marketing emphasizing that Chehalem Glen Golf Course has the best winterplay course in the county. Bart said he wants to see publicizing of the putting courses, and a grand opening event; Clements said this would happen.

Bart Rierson asked for an update on negotiations regarding continued easement usage of the private property where Chehalem Paddle Launch is located. Jim McMaster updated the Board on the progress of the revised legislation regarding recreational immunity currently approved by the House. Clements reported that he and Jim had met with legal counsel, and John Bridges is corresponding with landowner Tom Edwards (see correspondence in packet). Discussion; staff and Board agreed to continue to attempt to reach an agreement in order to keep the paddle launch operating there.

## **VII. Old Business**

A. Updates on projects – Clements reported he had received two proposals for creation of conceptual plans, including cost estimates, for Ewing Young Park, from WH Pacific and ESA.

B. Bart apologized that he had not invited public comments until now, and there were still two public members in attendance. Rob Lewis of Anvil Academy explained that he would like to approach the Board in May with a proposal to host educational draft horse plowing and disc farming at Bob and Crystal Rilee Park, and he was in communication with the Draft Horse Association and the historical society on this. The Board was interested in hearing his proposal in May.

Ryann Reinhofer expressed her interest in Bob and Crystal Rilee Park, from her position as a landowner on Parrett Mountain, an equestrian, and a realtor.

Discussion continued about the formation of an advisory committee, and the Board encouraged both Lewis and Reinhofer to apply to become members.

C. ODOT mitigation project on Hess Creek off Hwy. 219 – Clements gave an update that ODOT has pulled rock on the site, and he and McMaster would meet next week with consultant Paul Agrimis to discuss possibilities for using this rock in Chehalem Heritage Trails.

## **VIII. Superintendent's Desk**

A. Financial report – No comments. Motion to accept the report.

Motion Don Loving

Second Mike Ragsdale

Passed unanimously

- B. Superintendent's report – Clements reported that ORTAC had met in the Youth Building on April 21.
- C. Staff Reports – Updates from Jim McMaster, Mark Martin, and Kat Ricker.

**IX. Correspondence**

- A. Citizen comments - No comments
- B. Misc. info – RVSPs made for Willamina Local Governments Dinner on May 18<sup>th</sup>. Discussion of Newberg Old Fashioned Festival 2017 parade and booth.

**Meeting ended at 7:42 p.m.**

Respectfully Submitted,

Kat Ricker

THE NEXT BOARD MEETING IS SCHEDULED FOR 7:30 P.M. THURSDAY, MAY 25, 2017, AT CPRD ADMINISTRATIVE OFFICE AT 125 S. ELLIOTT ROAD IN NEWBERG. PUBLIC BUDGET HEARING IS PART OF THIS MEETING.