

CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
September 28, 2017
MINUTES

- I. Peter Siderius called the meeting to order 6:00 p.m.

- II. Roll Call
 - Board members:
 - Peter Siderius
 - Bart Rierson
 - Don Loving
 - Mike Ragsdale
 - Lisa Rogers

 - CPRD Staff:
 - Don Clements, Superintendent
 - Jim McMaster, Parks and Facilities Supervisor
 - Mark Martin, Recreation Supervisor

 - Public:
 - Jennifer Marsicek, SEA
 - Steve Duch, Triplett Wellman
 - David Ulbright, financial advisor

- III. Approval of or additions to the agenda – Amended to move VI.A. Approval of masterplan – to VIII.C., after staff reports.
 - Moved Mike Ragsdale
 - Second Bart Rierson
 - Passed unanimously

- IV. Approval of consent agenda
 - a. Approval of minutes of regular Board meeting August 24, 2017
 - b. Approval of bills payable
 - c. Approval of August financials
 - Moved Don Loving
 - Second Bart Rierson
 - Passed unanimously

- V. Public participation – None

- VI. Action items/committee reports/Board comments

- a. Approval of borrowing \$5,920,000.00 for pool and property acquisition
Discussion with David Ulbright and Don Clements included how much we pay on loans currently; Triplett Wellmen updated estimates for elevated walking track (\$1.75 million); Duch's distinction that TW had prepared a budget, not an estimate, which would be prepared once the project was designed and put out for bid. Discussion continued on architectural fees and potential increases (fees were figured at 8.29 percent in the current agreement.) Discussion about elevating walking track included issues of seismic upgrades, replacing the roof, Jim McMaster's findings that most walking tracks in similar facilities are elevated, and the estimated costs involved. Don Loving emphasized that nonswimmer constituents have told him that they want it elevated; Peter Siderius stressed the importance of seismic upgrading; Mike Ragsdale reiterated that he prioritized the track being elevated; both Lisa Rogers and Bart Rierson said that they were conflicted and appreciated the value of elevating the track, but that the cost was simply too high.

Motion to approve the \$5,920,000.00 loan to move forward with the project at the pool, including the elevated walking track.

Moved Don Loving

Second Mike Ragsdale

Aye Don Loving, Mike Ragsdale, Peter Siderius

Nay Lisa Rogers, Bart Rierson

Passed 3 – 2

Ulbright and Duch departed after the vote.

- b. Reports and comments from Board members – Bart Rierson said he took maps of the proposed Chehalem Heritage Trails to City of Newberg planner Jay Harris, and that Harris would like either CPRD staffer Russ Sheehan or consultant Paul Agrimis to contact him. Rierson reported that Harris said there may be a way to get an easement on the north side of the pump station on Dayton Avenue for trails. Siderius directed Clements to contact one of the two mentioned and arrange this meeting.
-Discussion continued on the Joint Work Session which the Board had engaged with Newberg City Council in on Sept. 18th, and the still outstanding Memorandum of Understanding concerning the rate on the reuse water at Chehalem Glenn Golf Course. Clements recommended the Board demand a set price in this memo of \$2.00 per cubic foot. Ragsdale recommended a task force be formed. Rierson and Clements agreed to talk with the city staff together.
-Siderius wants the agenda for the next joint work session with the City (to be scheduled in February) to be on the October CPRD Board meeting agenda. Loving and Ragsdale agreed the joint session was a waste of time. Siderius wants materials to be prepared and submitted to all parties before the next meeting, to improve its productivity.

-Grants discussion – Ragsdale suggested CPRD apply for a Tiger Grant; the deadline is pending in early November. Discussion on possible matching funds. Discussion continued to include application for Transient Lodging Tax grant; Clements and Mark Martin explained CPRD was considering applying for a grant for lighting at two unlit ballfields at Crater ballfields, since tournaments attract large numbers of people and Newberg cannot provide adequate lodging.

- The Board agreed to authorize staff to apply for the lodging grant.

VII. Old business/project updates –

A. Clements reported that the search for a new golf course superintendent was open until Oct. 13th. Don Loving, Casey Creighton and Don Clements would form the hiring panel.

B. Ragsdale requested progress reports on

1. Bob and Crystal Rilee Park

2. Ewing Young Park

3. The recently purchased Dundee property on 5th St.

Clements said he would write updates and have Kat Ricker email them to the Board.

VIII. From the superintendent's desk

a. Financial report – Motion to approve financial report as presented

Moved Don Loving

Second Lisa Rogers

Passed unanimously

b. Superintendent's report – (p. 63) Motion to move \$43,699 from the General Fund to the Administrative Fund, for salary of new position of Events Marketing Coordinator. Motion to authorize transfer of funds.

Moved Bart Rierson

Second Lisa Rogers

Passed unanimously

c. Committee reports – Clements and Ricker reported that Bob and Crystal Rilee Park Advisory Committee and Adults 50+ Sports and Fitness Advisory Committee have both met twice. Discussion on deer-proof fence on Parrett Mt., the committee's appalled reaction, since coyotes run deer into it. Clements reported the patio at Chehalem Cultural Center was finished, completed mostly as a senior project, and said he would bring the student to the October meeting for recognition.

d. Approval of updated masterplan

IX. Correspondence

A. Citizen comments/evaluations

B. Misc. – The Board is invited to joined the CPRD Safety Committee at 1:30 p.m. on Tuesday, Oct. 17, to tour the new construction of Chehalem Aquatic Center.

Ragsdale asked Ricker for an update on Boxing for Fitness; Ricker reported that 80 percent of the students have participated for 2+ years in this monthly activity, that 8 out of 10 had registered for the three-month option rather than monthly; the space, maximum number of students, and the programming was expanding currently. GFU Serve Day volunteers had cleaned the floor recently, the DCC Party in the Park supplies had been moved to the 5th St. property in Dundee, thus opening space and eliminated eyesore, and Recreation Specialist Matthew Compton had partnered with Ricker on equipment upgrades recently as well.

- X.** Executive session to discuss litigation 7:50 p.m. to 8:03 p.m.

- XI.** 8:03 p.m. Meeting resumed. Discussion on the Sept. 28th letter from Stoel Rives. Ragsdale noted that the Board rarely considers items submitted the day of the Board meeting. Motion to proudly approve the master plan as presented.
Moved Don Loving
Second Mike Ragsdale
Passed unanimously

- XII.** Adjournment – Don Loving moved to adjourn 8:04 p.m.

Respectfully Submitted,

Kat Ricker, Public Information Coordinator