

CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
June 28, 2018
MINUTES

I. Bart Rierson called the meeting to order 6:07 p.m.

II. Roll Call

Board members:

Peter Siderius—absent
Bart Rierson
Don Loving—absent
Mike Ragsdale
Lisa Rogers

CPRD Staff:

Don Clements, Superintendent
Casey Creighton, Basic Services Supervisor
Julie Petersen, Special Services Supervisor
Kellan Sasken, Special Services/Golf Director
Shy Montoya, Administrative Coordinator
Kayla McElligott, Events Marketing Coordinator
*John Bridges (CPRD attorney)**

Public:

Seth Gordon, Newberg Graphic
Rob Daykin, City of Dundee
Jennette, City of Dundee

III. Approval of or additions to agenda –

Moved: Mike Ragsdale
Second: Lisa Rogers
Passed unanimously

IV. Approval of consent agenda

- a. Approval of minutes of regular Board meeting May 24, 2018
 - b. Approval of bills payable
 - c. Approval of May financials
 - d. Approval of retirement modifications
- Moved: Lisa Rogers
Second: Mike Ragsdale
Passed unanimously

V. Public participation

Rob Daykin talks about how Dundee obtained a grant for along the river for a new Dundee neighborhood park. And they are looking for some help from CPRD in the process of developing a zoning district that matches the 2011 Master Plan.

VI. Action items/committee reports/Board comments

a. Review of 2016–2017 Audit and Acceptance

Lisa Rogers: Finds it a bit odd that we are approving a budget from a year ago. Mentions that it's hard to do so because it's been a whole year later. In addition, there are some typos, and mentions to be sure the bids are the appropriate amount of quotes. Also brings up that in some cases there is only one bid, instead of multiple.

Don Clements: The quotes were for fertilizer and stuff like that, and will fix the typos. Also notes that he's not very concerned with the quotes—for some situations, we can't get three quotes because it doesn't exist.

Lisa Rogers: (2016–2017) there was a drop of total assets of \$7million. the pool expense ? Why is it dropped that amount?

Don Clements: *Referred to Shy Montoya* and tells the board that they will get that info for them.

Shy Montoya: Talks about assets and how some needed to be cleaned off or that we didn't own them anymore.

(Setting aside for further review)

b. Approval of 2018–2019 budget

All resolutions

Moved: Lisa Rogers

Second: Mike Ragsdale

Passed unanimously

c. Approval of transfers for 2017–2018

Moved: Lisa Rogers
Second: Mike Ragsdale
Passed unanimously

d. Acceptance of 5.2 acres of land

Don Clements: referred John (CPRD lawyer)

John: Tells the board that there is a person interested in donating some land by the airport (5.2 acres) to CPRD. The place is in the ravine, by Friends park. The developer is trying to get out of paying property taxes on it. Developer thinks that by donating it, the property tax would go away, it does not. It would have to be bought by July 1, though. We will have to do an environmental assessment. John thinks we shouldn't accept the donation until we get all documentation and evaluations. He thinks the developer wants us to cover the taxes. John asks the board if we should move forward? Says that we might be able to get it for \$19,000 if we agree to pay taxes and move forward.

Lisa Rogers: Asks what is the benefit is if we take it(?)

Don Clements: Says it would be for trails, because it is next to some other property we have.

Mike Ragsdale: Wants to defer it until August, so we can get documentation and information like maps

Bart Rierson agrees

Will be deferred until august

e. Election of board officers (President, Vice President, and Secretary/Treasurer)

President: Bart Rierson. Mike moved, Lisa seconded, passed unanimously

Vice President: Don Loving. Mike moved, Bart seconded, passed unanimously

Secretary: Pete Siderius. Mike moved, Lisa seconded, passed unanimously

f. Reports and comments from Board members

Bart Rierson: Do we need a seasonal guy for trails? Bryan is apart of that. (Ewing) trails are hard to see sometimes because of maintenance. Might need some inmate labor to help. Wants to talk to ODOT about connecting trails

Mike Ragsdale: The Chehalem Cultural Center landscape is phenomenal.

Lisa Rogers: The Ewing Young park bridge needs attention. Ewing Young park needs some attention. The pool is phenomenal. Credit to CPRD staff for grand opening celebration.

VII. Old business/project updates

Bart Rierson: Old pool fill in—is there an update?

Don Clements: Through Nov., Dec. We want to open the new facility on the same date of the old pool opening.

VIII. From the superintendent's desk

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

Don Clements: we are getting caught up. The auditors were due out here in July, but set it back a month because we weren't ready. Shy will have everything in order.

Board wants to know what's not in order.

Don Clements: Said that it was in the transition of Shy Montoya leaving and Zach Mode coming in. We had to get caught up on taxes. There were some late situations where that didn't get done.

Shy Montoya: Mentioned that taxes are up to date now, but that there is still some bookkeeping to finish up.

Mike Ragsdale: Wants to know where there are problems and when they are being fixed. *Don agrees, but he said he did inform the board of problems*

Moved: Lisa Rogers
Second: Mike Ragsdale
Passed unanimously

b. Superintendent's report

Wants to pass a resolution in Sept. to notify all mailing list with what we are going to accomplish (concerning the letter don gave the board). To increase on index cost. 7.1% Make it affective July 1, 2019. To get all permits and everything in.

Lisa Rogers: Accessory dwelling units, should we be considering these?

Board wants to see reports and all of the options to be socially responsible.

c. Staff reports

Julie Petersen: Started camps. Adult men softball is starting every Wednesday night. Old Fashioned Festival run is coming up. Mark Martin will be grand marshal. Care Camp is in full swing. Julie will be in the booth. Football registry is starting and getting ready to close.

Casey Creighton: Working on everything—fields, trails, playing catch-up. Friends Park, a lot of mowing. Getting some lines of sight for the golf course, for the architect. Resurfacing the tennis courts at Jaquith Park. There ar some issues at the pool with engineering, and construction—working on fixing those. Meetings for a park development group in Dundee. Improving north side sidewalk of Fortune Park. Jim is waiting to hear back about the grant for Friends Park.

Don Clements: Still some problems at the pool with acid and chlorine feeds. We need to solve it. It hasn't occurred in other places, so we don't know why it's happening here. Mainly the spa is the biggest issue.

Kellan Sasken: Busy with a full season. Jr. camps. Pga jr. league is starting. Golf course is in good shape, and everything is going well.

Shy Montoya: Catching up on the books—it'll take about a month.

Julie Petersen on Pool: Stated that a typical open swim 35, but now with the new pool, that has jumped to 100 people. Everyone is amazed, with a lot of positive comments from all ages. 50 new lifeguards were also hired.

Bart Rierson: Talked about how he wants us to provide services at the pool for a wider group of types of families.

IX. Correspondence

- A. Citizen comments/evaluations
- B. Miscellaneous info

X. Adjournment

- a. Mike Ragsdale moved to adjourn at 7:53 p.m.

Respectfully Submitted,

Kayla McElligott, Events Marketing Coordinator