

CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
April 25, 2019
MINUTES

- I. Bart Rierson 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
 - Casey Creighton, Basic Services Supervisor/Park and Facilities Supervisor
 - Shy Montoya, Administrative Coordinator
 - Julie Petersen, Special Services Supervisor/Recreation Supervisor
 - Kellan Sasken, Special Services/Golf Director
 - John Bridges, Legal Counsel

 - Public, signed in:
 - Peter Renwick, Pickleball enthusiast
 - Bob Oleson

 - Public, not signed in:
 - Jill Bilka, Dundee Elementary School Auction Committee
 - Jen Yahn, Crater Elementary School PTO
 - Sarah Moore, Edwards Elementary School
 - Peter Renwick companion

- III. Approval of agenda
 - Moved Mike Ragsdale**
 - Second Don Loving**
 - Passed unanimously**

- IV. Approval of consent agenda
 - a. Approval of minutes of regular Board meeting March 28, 2019 and Budget Committee Meeting April 2, 2019
 - b. Approval of bills payable

- c. Approval of March financials
Moved Don Loving
Second Lisa Rogers
Passed unanimously

V. Public participation

- a. Peter Renwick proposed Newberg Pickleball Club volunteers paint stripes on four tennis courts at Jaquith Park for pickleball and add equipment in a padlocked steel box. (Two are already lined.) He proposed CPRD pay for the materials. The club would charge fees to play in order to cover equipment upkeep costs. Discussion: Superintendent requested the group also paint courts at Dundee Billick Park (CPRD will provide materials), and said the fees would be routed through the Foundation in order to be dedicated.

Motion to approve \$1,000 be put to this purpose.

Moved Lisa Rogers
Second Don Loving
Passed unanimously

- b. Bob Oleson requested bicycle paths be constructed near the golf course on Fernwood and Brutscher St. Discussion points: cart path, liability, property ownership, cost (Superintendent est. \$150,000) to make connection, involvement with ODOT and Providence. No action.
- c. Jen Yahn requested financial contribution of \$10,000 in order to improve playground at Crater Elementary School (total project cost \$60,000). Don Loving asked how much NSD was funding this; answer was nothing. Mike Ragsdale recommended Superintendent anticipate and budget for school playground support in next budget. Lisa Rogers urged CPRD meet with Newberg School District about their responsibility in funding such projects. Pete Siderius proposed CPRD have Joint Meeting with NSD Board, revisiting MOUs and list of cooperated projects. Ragsdale suggested signage identifying funded by CPRD; Superintendent said NSD had already agreed to do this but it had not happened yet.
- d. Jill Bilka requested financial contribution of \$12,000 for improvements of the gymnasium and hallway (total project cost \$31,000). Don Loving asked how much NSD was funding this; answer was nothing. Loving said he drew the line at paying for maintenance of water fountain and fixing the hole in wall.
- e. Sarah Moore gave Edwards Elementary School fundraising update (Goal \$150,000) toward playground improvements. John Bridges described OCF (Oregon Community Foundation) grant opportunities for inclusive playground equipment.

Motion directing Superintendent to find a place in 2019 – 2020 Budget for \$10,000 for Crater El. and \$12,000 Dundee El. School playground improvements.

Move Don Loving

Second Lisa Rogers

Passed unanimously

Discussion is to be continued at the next Board meeting.

VI. Action items/committee reports/Board comments

- a. George Fox University request for reduction of SDCs (System Development Charges) – Discussion tabled from March 28, 2019, when GFU Director of Plant Services Jeremiah Horton had challenged the bed count basis for SDC fee of \$592,508.00. Superintendent said he had discussed the matter with Horton since, recalculated and revised the figure, and thus requested authorization to approve the reduction to \$487,660.75. Pete Siderius reiterated his suggestion to Horton was for GFU to dedicate the \$100,000 savings to Edwards Elementary School playground should CPRD reduce the fee, as a community service.

Motion made to authorize Superintendent to reduce GFU SDC fee.

Moved Don Loving

Second Mike Ragsdale

Discussion: Lisa Rogers raised concern this was a private entity asking for an exception to a formula, which would be an exception not offered similarly to others. John Bridges clarified that he also represents GFU, and GFU has not spoken to him about this because he is representing CPRD in this matter. Bridges described GFU's public offerings, including trails. He talked about the SDC fee calculation formula and said there is no appeal opportunity against the formula. Ragsdale and Rierson said they would vote yes because of the rationale regarding bed count.

Motion passed 3 -2

Yes Bart Rierson, Don Loving, Mike Ragsdale

No Lisa Rogers and Pete Siderius

- b. City of Dundee issued a final assessment notice to CPRD for Locust Street Local Improvement District (LID) property at 700 SE Locust St. for \$62,545.22. Options for payment are pay sum in full by June 1, or on installment basis, with interest. Superintendent requested authorization to make this payment in full.

Moved Mike Ragsdale

Second Don Loving

Passed unanimously

- c. Chehalem Valley Sportsmen shooting range adjacent to Crabtree Park: discussion on 1993 lease agreement pertaining to Crabtree Park from landowner Yamhill County, and also on 1971 Memorandum Agreement for scheduling between CPRD and Chehalem Valley Sportsmen, and legal counsel perspective on risk of potential litigation from surrounding property owners seeking to enforce limitations of use of gun range. Bridges said this is not currently a litigation issue, but possibly could, so recommended executive session.
Executive session opened at 8:00 p.m.
Executive session closed at 8:30 p.m.
Another executive session immediately opened, regarding Item D.
Executive session closed at 8:54 p.m.
- d. Yamhill County landfill property - regarding the potential land title transition from Yamhill County to CPRD.
Motion to authorize Bridges to pursue Phase I Environment Site Assessment, and continue discussion with Yamhill County staff.
Moved Bart Rierson
Second Mike Ragsdale
Passed unanimously

Regarding Crabtree Park, Board consensus was to authorize Bridges to pursue new lease agreement.

- e. Reports and comments from Board members - Minimal due to late hour.

VII. Old business/project updates

- a. Julie Petersen reported on untimely death of Newberg Youth Football coach Ian Holmes.
- b. Kat Ricker reported on death of Bonnie Benedict.
- c. Casey Creighton reported that Troy Kronewitter resigned, and he will advertise position opening soon. Chehalem Cultural Center going well. He gave a brief update on the pool itself and on some parks.

VIII. From the superintendent's desk - No discussion due to hour.

IX. Correspondence - No discussion due to hour.

X. Adjournment – Don Loving moved to adjourn 9:05 p.m. Mike Ragsdale seconded.

Respectfully Submitted,

Kat Ricker, Public Information Director

Next meeting and Public Hearing on Budget will take place at 6 p.m. on Thursday, May 23 at the administration office.

Legal counsel gave perspective on the potential of responsibility for clean up which CPRD may or may not incur, under the exception for local government. Counsel advised CPRD take advantage of the exception to the general rule by performing the, and taking the title in particular ways; see pages 45 – 46.