

CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
April 26, 2018
MINUTES

- I. Vice President Bart Rierson called the meeting to order at 6:00 p.m.

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

 - Excused: Peter Siderius

 - CPRD Staff:
 - Don Clements, Superintendent
 - Jim McMaster, Park and Facilities Supervisor
 - Julie Petersen, Special Services Supervisor
 - Casey Creighton, Golf Course Landscape Supervisor/Basic Services Supervisor
 - Kellan Sasken, Golf Course Director

 - Public:
 - Seth Gordon, Newberg Graphic
 - Leah Griffith, Newberg Cultural District

- III. Approval of agenda as presented
 - Moved Mike Ragsdale
 - Second Lisa Rogers
 - Passed unanimously
 - Note from Don Loving that he may need to leave at 7:15 p.m.

- IV. Approval of consent agenda
 - a. Approval of minutes of regular Board meeting March 22, 2018 and Budget Committee meeting on April 3, 2018
 - b. Approval of bills payable
 - c. Approval of March financials
 - Moved Don Loving
 - Second Mike Ragsdale
 - Passed unanimously

- V. Public participation
 - a. Leah Griffith presented annual report on Newberg Cultural District (see pgs. 38 – 41).
 - b. Others not on agenda – None

- VI. Action items/committee reports/Board comments
 - a. Approval of Andervold LLC contract - Kristin Andervold to continue coordinating CPRD Camellia Run & Walk 5k/10k for April 2019. Julie Petersen described the duties performed.
 Moved Lisa Rogers
 Second Bart Rierson
 Passed unanimously
 Mike Ragsdale objected to the Board taking action on this, because he believed it should be informational only, not for approval. Since motion was already on the floor, Board proceeded to vote.
 - b. Approval of Bob and Crystal Rilee Park Advisory Committee bylaws
 Motion to approve bylaws.
 Moved Don Loving
 Second Mike Ragsdale
 Passed unanimously
 - c. Approval of agreement with Golf Course Architect John Steidel of Kennewick, WA, to design and oversee construction of nine additional golf holes to Chehalem Glenn Golf Course. Discussion on what would be included in this design contract, versus construction contract. Rogers and Ragsdale sought clarification on how engineers will be selected and hired, and who will do that selection and hiring. Staff explained that the construction contract may not be presented to the Board for approval.
 Motion to approve agreement.
 Moved Don Loving
 Second Bart Rierson
 Passed unanimously
 - d. Approval of agreement with George Fox University Swim Team for scheduled, exclusive use of competition pool. Informational only
 - e. Presentation on proposed sports complex - Julie Petersen presented information from needs assessment. Superintendent submitted that no decision was needed at this time.
 Discussion lingered on question of location for this proposed 12 to 20-acre complex. Petersen said there had been some discussion with Newberg School District on using Renne Field; Clements said Yamhill County landfill property would be ideal, and he is talking with officials about that possibility; CPRD property off Hwy. 219 is intended for wetland park and possibly campground instead. Discussion on grass versus turf, and the difference in acreage it would mean. Don Loving

asked about using the land designated for the third nine golf course holes for temporary soccer fields; Rierson favored that idea. Rogers asked about future site of Friends Park. Other ideas discussed as well. Clements said he will continue discussion with county on landfill site. Ragsdale directed staff to create workplan strategy over the next few months.

- f. Reports and comments from Board members
 - Bart Rierson – Requested using paddle launch trailer for upcoming event
 - Don Loving – Praised Petersen for running 600+-athlete middle school track meet. Loving then departed as scheduled (7:20 p.m.)
 - Mike Ragsdale – Requested update on potential of opening paddle launch this summer. Clements said staff would speak to county about property.
 - Lisa Rogers – About increasing disc golf holes at Ewing Young Park – Clements said he will address this in superintendent report.

VII. Old business/project updates - Discussion jumped to superintendent's report.

- a. Bob and Crystal Rilee Park
- b. Chehalem Paddle Launch
- c. Chehalem Glenn Golf Course
- d. Trails development and masterplans

VIII. From the superintendent's desk

- a. Financial report – Clements said pgs. 53 – 57 include update on loan.
- b. Superintendent's report – Clements said Shy Montoya was going to return to her position as Administrative Coordinator. Clements shared draft masterplan for Ewing Young Park.
Dundee Waterfront development
- c. Staff reports
 - Jim McMaster – Reported we should be close to opening the new aquatic facility by middle of May. He has received the permits from the City of Newberg needed to begin Phase II, renovation of the fitness center.
 - Kat Ricker gave update on the grand opening ceremony plans (June 7th) and reported the first Portland TV news coverage on the center had aired last evening on Fox 12.
 - Casey Creighton described learning about the mechanics of the aquatic center.
 - Kellan Sasken talked about junior golf launch with donated ice cream from Gem 100. Launching new website, free with Golf Now. New golf carts to arrive on Monday. Golf Now will now assist with booking tee times by phone; after three rings to pro shop number, call will be answered by Golf Now.
 - Ricker showed new trailhead signs for Ewing Young Park trails. The posts were installed by a student as an Eagle Scout project.

- IX.** Correspondence
 - A. Citizen comments/evaluations – Letter with multiple signatures citing concerns of smell of chlorine used in cleaning product in aquatic center.
 - B. Misc – Ragsdale asked about public meeting on Sander Estate. Ricker gave update and read off the ideas that came of that meeting.

- X.** Adjournment – Rierson moved to adjourn 7:56 p.m.

Respectfully Submitted,

Kat Ricker, Public Information Coordinator

The next regular Board of Directors meeting and (together with) the Budget Hearing, are scheduled for 6 p.m. on Thursday, May 24, 2018.