

CHEHALEM PARK AND RECREATION DISTRICT  
REGULAR BOARD MEETING  
CPRD Administration Office  
125 S. Elliott Road  
September 26, 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
    - Kellan Sasken, Special Services/Golf Director
  
  - Public:
    - Rob Daykin, City of Dundee
    - Jeanette Adlong, City of Dundee
    - David Dickson and Shannon Dickson, Dundee residents
    - Bill Snow, former Chehalem Glenn Golf Course employee
    - Greg Hanson, Chehalem Glenn Golf Course employee
  
- III. Approval of or changes to agenda –
  - Moved Mike Ragsdale
  - Second Don Loving
  - Passed unanimously
  
- IV. Approval of consent agenda
  - a. Approval of minutes of regular Board meeting August 22, 2019
  - b. Approval of bills payable
  - c. Approval of August financials
    - Moved Don Loving
    - Second Pete Siderius
    - Passed unanimously
  
- V. Public participation

a. City of Dundee, concerning Sander Estate

Rob Daykin spoke for the persons who attended tonight about plans for Sander Estate. He said that the school district is pushing for levy, and if the Dundee Elementary School is relocated to another site, one subsequent issue to be considered will be how will the school building be used. Please hold off until after May election to see how those issues are addressed. Jeanette said that at the last parks committee meeting, it was discussed that when CPRD recently removed the hazelnut orchard, it caused questions, and she suggested a sign be on the property stating that CPRD owns it and what the intention is for the property, and push to website for details.

b. Others not on the agenda - Greg Hansen, golf course pro shop employee, said that Andrew Stice is leaving employment there, and Hansen praised him both professionally and personally. Bill Snow, former employee of golf course, said that he left after receiving promises of advancement and pay raises, and said that others have as well, and that CPRD has lost good people due to Human Resources issues, and that CPRD should have a Human Resources person to take their issues to. Mike Ragsdale suggested to president of the Board that the committee expand its purpose to include discussion of all departments, not just the aquatic department.

**VI.** Action items/committee reports/Board comments

a. System Development Charge (SDC) yearly increase. This item had been tabled from August meeting. Discussion only. See proposed Resolution 10-01-19 on page 15, for approval at the October Board meeting (increase of 4.79 percent, effective July 1, 2020). Don Clements said that he had just given the board a letter from RHW Enterprises, Inc. president Wade Willers, dated Sept. 25, 2019, requesting permission to make payments over time for his project called The Flats at Rogers Landing, 1109 S. River. Clements recommended CPRD does not offer such financing terms. The Board discussed the request, but agreed to continue discussion at the October meeting.

b. Two Sander Estate items that superintendent recommended approval of:

1. Support of proposed road vacation - Rob Daykin said that Dundee City Council is considering amending the item in the 2015 Transportation System Plan proposing that Greystone St. be vacated; Daykin recommended the Board wait to decide on the vacation until May, after the NSD levy reveals plans for the school property across the street. The Board agreed to wait.

2. SEA (Scott Edwards Architecture) proposal for professional design services of Sander Estate, including conceptual design, public and interagency meetings, and land use review; see pages 23 - 25 for detailed breakdown of proposed fees (architectural, landscape, civil, and cost estimating). Dundee residents David Dickson and Shannon Dickson requested

the TSP plan be changed. Discussion on the nature of the plan, whether SEA would add costs if the plan were to change after the May election, and on waiting to see what happens with the school property; Clements said he would contact Sid Scott and find out whether there would be additional cost if the planning process were to begin now, or February, or after May. Siderius recommended the Board revisit its priorities; Ragsdale supported this, and the Board had consensus. Daykin said that the three priorities of Dundee were developing a riverfront park, a trail between Newberg and Dundee, and preserving Dundee-Billick Park. Daykin said he believed if the school building were to be relocated, that it would change the way that CPRD sees that property.

Reports and comments from Board members

Mike Ragsdale - Nothing

Peter Siderius - Horticulture students have done recent planting of Oak Savanna on NHS property.

Bart Rierson - Contact him to get involved in annual river clean up event. Bart was pleased with recent progress on preliminary trail investigation off Full Courts Road on the southern end of Dundee, Lindquist-owned property that Casey Creighton had shown him (not open to public access at this time).

Don Loving - Nothing to report on parks matters from his recent time at Legislative session

Lisa Rogers - Initial subcommittee meeting regarding CPRD staffing issues took place, nothing was decided, and she will report back after future meetings take place.

**VII.** Old business/project updates

a. Update on riverfront landfill property environmental assessment - Creighton said that it had been mowed.

**VIII.** From the superintendent's desk

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

Moved Don Loving

Second Mike Ragsdale

Passed unanimously

b. Superintendent's report – Nothing

c. Staff reports – Coordination of event attendance for upcoming ORPA award luncheon, Kat Ricker gave an update.

d. Power outage report by Creighton - After a recent widespread power outage due to automobile collision with a power pole in Newberg, the power was shut down at the aquatic center and it took two hours to get it back online. Staff is now evaluating what happened and making a plan for such emergencies.

- e. Friends' Park update - Creighton said that it drains well, and weather allowing, pathways should be finished next week.
- f. Creighton gave an update on working with Edwards Elementary to replace its playground, and hopes to have something in by December.
- g. Update on campground planning and ODOT trail - Creighton said there has been some surveying done, and there have been meetings with consultant Paul Agrimis.
- h. Creighton said Chehalem Glenn Golf Course Maintenance Director Andrew Stice had resigned after five years, and it has to do with what Stice wants to do (See letter of resignation in packet). Creighton hired Fred Wilkin to replace Stice, who had been in touch with him for six years expressing his interest in working at the golf course.
- i. Shy Montoya said we opened a savings account for the pool.

**IX.** Correspondence

- A. Citizen comments/evaluations – Rob Daykin said he appreciated Creighton participating in Dundee Parks Committee meetings, and described his contributions.

**X.** Adjournment – Mike Ragsdale moved to adjourn 7:10 p.m.

Respectfully Submitted,

Kat Ricker, Public Information Director