

CHEHALEM PARK & RECREATION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
CHEHALEM ADMINISTRATION OFFICE  
125. ELLIOTT RD.  
NEWBERG, OR  
JULY, 25, 2019  
MINUTES

I. CALL TO ORDER,

Don Loving called the meeting to order at 6:01 p.m.

II. ROLL CALL

**Board members:**

Bart Rierson (President)—Absent

Don Loving (Vice President)

Peter Siderius (Secretary/Treasurer)—Excused

Mike Ragsdale

Lisa Rogers

**CPRD Staff:**

Don Clements, Superintendent

Casey Creighton, Basic Services Supervisor

Kayla McElligott, Events Marketing Coordinator

Kellan Sasken, Special Services/Golf Director

III. APPROVAL OF OR ADDITIONS TO THE AGENDA

**Moved: Mike Ragsdale**

**Second: Lisa Rogers**

**Passed: Unanimous**

IV. APPROVAL OF CONSENT AGENDA

a. Approval Minuets Regular Board Meeting, June 27, 2019

*Lisa Rogers brought up a few changes/typos to fix before the agenda gets approved:*

- i. Feasibility study (board packet) under **approval of consent agenda**.*
- ii. Change **canvall** to **canvass***
- iii. Under superintendent's notes, change **budget** to **audit** is on time)*
- iv. Said the Troy Kronewitter public information wasn't in there, and to add it. Kayla McElligott said she didn't know why it wasn't in there because she had written and submitted the notes with all of that info in there. She apologized and said that she will try and figure out why it wasn't in there, and make sure that the next submission has it.*

- b. Approval of Bills Payable
- c. Approval of June Financials

**Moved to wait to approve until next meeting: Mike Ragsdale**

**Second: Don Loving**

**Passed: Unanimous**

**V. Public Participation**

- a. No request
- b. Others not on Agenda

**VI. Action Items/Committee Reports/Board Comments**

- a. Reports and Comments from Board Members

**Lisa Rogers:** Had nothing new to talk about

**Don Loving:** Had lunch with Judge Chapman

**Mike Ragsdale:** Had nothing new to talk about

**VII. Old Business**

**a. Updates on Projects**

*Casey Creighton:* Chehalem Cultural Center is almost done. Things are getting better. Same report he had last month. It's all ongoing. Working on permits for Friends Park. Just working, busy through the summer. Has had meetings with ODOT since last board meeting for the 219 campsite proposal. Crabtree conditions are being worked on—spraying blackberries and other work, and working to fix the damn and waterway. Don Clements said there was reunion at Crabtree and that they complained about the conditions, so CPRD gave them a refund. Lisa Rogers asked if the county would help out with the upkeep, and Clements and Creighton both said possibly. Mike Ragsdale suggested that we have a board meeting at Chehalem Cultural Center to see the new renovations. Clements said we will have the August meeting there. Don Loving suggested we have it in September instead, since there's a chance people could be still traveling for summer vacation in August. It was agreed to have the meeting in September.

*Kellan Sasken:* No new news. The golf course is in good shape. There is a wedding reception and a baby shower coming up. Lisa Rogers suggested making a more solid structure, instead of having the tent. Casey Creighton said there is a plan in place for a clubhouse in the future.

*Kayla McElligott:* Talked about the CPRD booth for the Old Fashioned Festival, and how she plans on making it a survey to get public feedback on the District.

*Don Loving:* Asked who wasn't going to be in the parade. Lisa Rogers said only Pete Siderius was going to be absent.

*Don Clements:* Said the attorney wanted us to sign the access agreement for the landfill. But apparently it is already signed, so Clements will follow up on it. Clements also said that we are looking at a spot for a paddle launch somewhere down there in that area soon. We need to get with marine board as ask if we can get a dock at 219 and also at the landfill spot for non-motorized boats. Don is not giving up on the deal in Dundee either. Lisa Rogers said the river does flow pretty well by the landfill, and likes having different access points along the river. Clements said that he is thinking that there will be a lot of groups going down the river at different points, in the future, in about 15-20 years.

## **VIII. From the Superintendent's Desk**

- a. Financial Report and Questions
- b. Superintendent's Report
  - i. Trails meetings
  - ii. *Audit:* Clements said that we will finish the 2017-2018 audit on Monday and then immediately turn around and do the current one. Usually it takes a couple of months to get the report, but he is going to ask that we get it back within 4 weeks.

*Pool:* Clements said that we commissioned the HVAC system and nothing else because we had enough internal expertise for everything else. He said we are glad we did that for the HVAC system. Rogers wants to know what the problem is with it. Clements said that we have three units on the roof that run the whole thing by itself. If we ever empty the pool, they wouldn't be able to heat the water up for months, but we can't wait that long. So we put a boiler in as a backup. But the trick is to figure out when which one comes on. Clements said that we took the boiler off for a bit, but we want to be able to leave it on all the time and have the two systems speak to each other. Rogers asked if the engineers knew all of that at the time? Clements said they did, so now we are trying to figure out the coordination between the two systems. Clements also said he met with the mayor from Lake Oswego. They are going to be building a facility similar to our aquatic center, and that they came and took a tour.

### **c. Staff Reports**

None.

## **IX. Correspondence**

### **a. Citizens' Comments/Evaluations**

N/A

**b. Misc. Info**

Clements brought up the City of Lafayette Local Government Dinner and asked the board if anyone was going. Don loving and Mike Ragsdale are going, and Lisa Rogers might go, too.

**X. ADJOURNMENT**

**Motion to adjourn meeting: Mike Ragsdale**

**Passed: Unanimous.**

Adjourned at 6:35 p.m.

**Next meeting is August 22, 2019**

Respectfully submitted,  
Kayla McElligott, Events Marketing Coordinator