

CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
December 5, 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
Lisa Rogers
 - Excused:
Mike Ragsdale
 - CPRD Staff:
Don Clements, Superintendent
Casey Creighton, Basic Services Supervisor/Park and Facilities Supervisor
Julie Petersen, Special Services Supervisor/Recreation Supervisor
Kellan Sasken, Special Services/Golf Director
 - Public:
Lindsay Berschauer
Emily Buccola, Sotheby's Realty
Philip and Katrina Higgins, Pacific Crest Ren
Jim McMaster
Mary Starrett, Yamhill County Commissioner
Jim Talt, Chehalem Senior Center patron
- III. Approval of agenda
 - Moved Lisa Rogers
 - Second Pete Siderius
 - Passed unanimously
- IV. Approval of consent agenda - See Item VIII. for approval vote.
 - a. Approval of minutes of regular Board meeting October 24, 2019
 - b. Approval of bills payable
 - c. Approval of October financials
- V. Public participation

- a. James A. (Jim) Talt presented a request for CPRD to hire a vendor to refurbish the pool/billiards tables at Chehalem Senior Center. Talt presented bids from two vendors along with his report and proposal. Superintendent recommended going ahead with the proposal, and Casey Creighton thanked him for this proposal. Motion to approve.
 Moved Lisa Rogers
 Second Pete Siderius
 Approved unanimously
- b. Emily Buccola of Soethby's Realty presented her client's offer to purchase a 5-acre parcel of land—located 1/3 mile east of SE Boysen Lane in Dundee—for approximately \$250,000. Superintendent recommended not to sell. Discussion - appraised value, intentions for parcel. Board unanimously declined the offer.
- c. Request from Wade Willers, president of RHW Enterprises, Inc., for CPRD to allow a payment plan for System Development Charges (SDCs) for The Flats at Rogers Landing, a 45-unit housing development located at 1109 S. River St. Superintendent recommended denial of request. Motion not to grant request for payment plan and decided not to grant such proposed payment plans in the future.
 Moved Pete Siderius
 Second Lisa Rogers
 Passed unanimously
- d. Others not on agenda - None

VI. Action items/committee reports/Board comments

- a. Proposal to increase System Development Charges (SDCs) as tentatively scheduled by the Board in Nov. 2018; this increase would take effect July 2020. Mary Starrett testified in opposition to rate increase, claiming that it would deter construction of affordable housing developments. Discussion: Don Loving asked her whether she approaches city council on the SDC issue; Starrett challenged CPRD's new construction projects versus maintenance needs for existing properties; Rogers asserted that parks are needs, not wants, for housing developments. Philip Higgins read his statement opposing the rate increase. Katrina Higgins commented in support of his statement. Lindsay Berschauer read her statement of opposition. Discussion: Pete Siderius talked about the need for the increase to enable CPRD to meet the needs of the growing community; Bart Rierson supported the need to maintain the level of service that existing community has already paid for; Lisa Rogers challenged what effect would result if the fee were reduced, and described the many factors which amount to the total cost of high-priced housing. Jim McMaster, former CPRD Park and Facilities Supervisor, spoke in support of the increase, describing projects which were funded by SDC funds during his career, including playgrounds inside the Newberg

School District, and neighborhood parks; he cited the SDCs that CPRD is paying for new construction such as the aquatic and fitness center; he said he owns rental properties locally, and that he has deliberately chosen not to raise rent because he wants them to be affordable. Motion to approve SDC Resolution 12-01-19. Julie Petersen described the numbers of football and soccer players who practice in the parks, as the parks do not have practice fields. Siderius said CPRD is better at stretching a dollar than any other governmental entity in the area. More discussion.

Motion to approve scheduled increase of SDCs as presented in the packet.

Moved Pete Siderius

Second Don Loving

Passed unanimously

- b. Human Resources/Personnel Policies - Discussion continued. Don Clements and Don Loving gave an update on the Human Resources Research Committee: the committee met and expects to present findings and updated policies at the January Board meeting. CPRD is contracting a consultant from HR Services from SDAO to review materials annually for less than \$1,000 per year. Rogers explained that staff on the committee had raised the concern that they were expected to make HR decisions without proper knowledge or training. Discussion about the possibility of hiring an outside HR person as a direct contact with employees; this is not an immediate option being considered.
- c. COLA discussion (Cost-of-Living Adjustments) - Don Clements and Bart Rierson discussed different COLA alternatives, what their costs would be, where the funding would come from, and whether it would be sustainable. Rogers recommended adopting a COLA. Rierson also supported it. Loving explained that Step Increases are merit-based and optional, and COLA is given across the board. CPRD only gives Step Increases; the Board agreed it was appropriate to giving both increases. Motion to approve 2 percent COLA, effective Jan. 1, 2020.

Moved Lisa Rogers

Second Don Loving

Passed unanimously

- d. Discussion of setting priorities for projects

The Board set up a separate meeting - a work session - to discuss projects, 6 p.m. Thursday, Jan. 9.

- e. Reports/comments from Board members

Siderius - Environmental Emergency Continuum has been put into place, and asked for a letter of support. Kat Ricker said Clements had already directed her to do this, when Quentin Comus's request email arrived this morning.

Loving - Disappointed that he was the only Board member at the holiday dinner, that it was their annual opportunity to thank staff for what they do.
Rierson - Brought up email (page 64) he received from Kevin Robinson, regarding an incident in which he claimed that his wife had been struck in the head by a softball during a game six months ago and sustained a concussion, and Robinson's request to net the area. Discussion. Clements said this would be referred to the insurance company, and staff will respond appropriately.
Rogers - Was walking her dog at Ewing Young Park recently, and the storm drain from housing development looks as if it will empty onto the trail. Staff will look into it immediately.

VII. Old business/project updates

- a. 2017-18 audit update from Clements: There has been progress, and the Board will receive this budget once it is approved.
- b. Westrock appraisal was approximately \$550,000 (2.6-acre landfill, riverfront parcel). Superintendent said he was not prepared to make a recommendation yet. Rierson requested legal counsel discuss this with the Board. Clements said he would also go to SDAO and others for advice, then make a recommendation. Sierdius requested a site visit, and Creighton said he would give him the contact's phone number to arrange this himself.
- c. Chehalem Heritage Trails Campground cost estimates are in (approximately \$6.9 million), although rough, Clements said, and he will present them to the Board soon.

VIII. From the superintendent's desk

- a. Financial report – Motion to approve consent agenda and financial report as presented

Moved Don Loving
Second Lisa Rogers
Passed unanimously

- b. Superintendent's report – No comments

- c. Staff reports – Kellan Sasken gave several updates on the golf course. Petersen gave updates on recreation programs; she said Kathy Wood is retiring soon and continuing as a part-time employee (Secretary II at registration desk).

Discussion emerged on price of drop-in walking track for seniors, and Don Loving and Lisa Rogers urged a discount fee for them. Petersen said that she is in discussion with Friendsview on creating a special arrangement with Friendsview, which plans to run a shuttle for this, and also explained that due senior insurance programs such as SilverSneakers, it is free for many.
Discussion.

Creighton - Gave several updates from his report.

Ricker - New signage and revamped tees at Hoover Disc Golf Course as an Eagle Scout project, proposed Social Media Policy, see page 72 with response letter from recommendations from legal counsel. Had demonstration by Reserve America on campground reservation software system.

IX. Correspondence

A. Citizen comments/evaluations – No additional mentioned.

X. Adjournment – Don Loving moved to adjourn 8:48 p.m.

Work session: January 9, 2020

Next meeting: January 23, 2020

Respectfully Submitted,

Kat Ricker, Public Information Director