

MINUTES
Chehalem Park & Recreation District Budget Committee
Annual Budget Meeting
125 S. Elliott Road
Newberg, OR 97132
6:00 p.m. April 7, 2020

I. Meeting called to order by Bart Rierson, 6:01 p.m.

A. Budget Committee Members

Present

Mike McBride *in person*

Elizabeth Comfort *excused*

Elijah Dickson *remote*

Bob Phillips *remote*

Andrew Yinger *remote*

B. Board of Directors

Present

Don Loving *in person*

Lisa Rogers *remote*

Pete Siderius *in person*

Mike Ragsdale *remote*

Bart Rierson *remote*

C. CPRD Staff

Present (indicate if remote)

Don Clements *in person*

Casey Creighton *in person*

Shy Montoya *remote*

Julie Petersen *in person*

Kat Ricker *in person*

Kayla McElligott *in person*

Wendy Roberts *remote*

D. Public

N/A

II. Election of Budget Committee Officers

President: Bart Rierson

Motion: Don Loving

Second: Mike McBride

Approved unanimously

Vice President: Bob Phillips

Motion: Mike Ragsdale

Second: Bart Rierson

Approved unanimously

Secretary: Elijah Dickson

Motion: Don Loving

Second: Mike McBride

Approved unanimously

Motion to approved the minutes/agenda

Motion: Mike Ragsdale

Second: Andrew Yinger

Approved unanimously

III. Budget message delivered by Budget Officer

Budget Officer Don Clements explained the Budget Overview.

No major expended services budgeted. See discussion below.

IV. Discussion on budget

See below.

V. Motion made to pass the budget

Motion: Mike McBride

Second: Andrew Yinger

Approved unanimously

VI. Overview of funds

- A.** General Fund: \$77,000 *less this year than last year. The big difference is in the transfers. We are up in personnel and material services. Budgeted the same for contingency.*
- B.** Equipment & Major Maintenance Fund (no longer in use)
- C.** System Development Fund: *Increased it about \$420,000. From roughly \$1.4 million to \$1.8 million.*
- D.** Loan Service Fund: *Decreased about \$496,000.*
- E.** Bond Debt Fund: *Stayed about the same. This pays our dept on the pool and is tax supported.*
- F.** Pool Capital Fund: *Board closed that fund, and budgeted \$0.00.*

Discussion brought up by *Rogers* on why the beginning balance is lower than it has been in the last five years. *Clements* explained that the process we are in now won't be the normal, so our ending will be lower so we won't have to borrow.

Discussion brought up by *Rogers* about priority projects (campground and Ewing Young bridge) on how and why the money is being split up. *Clements* explained that part of the money assigned for the campground will be put towards the Ewing Young bridge.

Other, general discussion about the budget, including SDCs.

Some confusion on budget numbers from Board of Directors and Budget Committee Members. *Clements* cleared up all confusion.

Rogers asks why we don't keep more money for the campground, since it is a priority project. *Creighton* says that we have a feasibility study done, but that there is a lot of other things still in the way. CPRD can do as much as we can, but there's still a lot of infrastructure and moving pieces at play, as well at other entities and counties involved and we don't want to force anything.

Siderius asks if we have a plan in place for the other side of the Ewing Young bridge. He notes that it doesn't make sense to put in a bridge if we aren't going to do the rest of the work. *Creighton* assures that we are going to try to apply for a grant to finish the other side. *Rogers* adds that if we can commit to building the bridge, there's a lot of people that would donate time and resources. *Rierson* agrees to that we could get volunteers out there, and that it could make a great addition to the park.

Some Board members are confused on what's going on. *Clements* clears up any confusion.

More discussion about SDCs and why CPRD is reserving some. *Creighton* explains that we want one year in reserves because we don't know how long [COVID-19] is going to go on, so it would be nice to have reserves.

Clements stated that he is satisfied with the way CPRD is budgeted, and that it's better to be safe than sorry. That CPRD has been conservative in the past, and because of that, he's confident that we can get through this crisis.

More discussion and clarification by *Clements* on the budget.

Rogers Brought up some typos that need to be corrected on page 37, 38, and 39. *Clements* will make those corrections.

Motion made to amend page 124 to reduce the amount of the development of the campground from \$601,849 to \$301,849. And then add a line item under Parks that says Ewing Young bridge and trails and put \$300,000 into the budget for that.

Motion: Lisa Rogers

Second: Pete Siderius

Approved unanimously

VII. Public input on budget

No public

VIII. Approval of proposed Budget and tax rate

- A.** Approval of Resolution Approving Levying Taxes at the rate of \$.9076 per \$1,000 of assessed value for operations for tax year 2020–21, with debt service in the amount of \$1,393,399.00 to be excluded from limitation.

Motion: Andrew Yinger

Second: Lisa Rogers

Approved unanimously

B. Approval of 2020–21 Budget of \$11,949,167.00.

Motion: Don Loving

Second: Mike Ragsdale

Approved unanimously

C. Approval of Resolution Making Appropriations for 2020–21 grand total of funds of \$11,949,167.00.

Motion: Pete Siderius

Second: Mike McBride

Approved unanimously

Rierson thanks everyone and states that it's not easy to do over the phone, so he appreciates everyone's effort in this.

Phillips thanks *Rierson* and states that he did a "heck of a good job." *Rogers* agrees.

Ragsdale brings up an off-agenda item and asks *Clements* on what kind of impact COVID-19 is going to have on district. *Clements* states that CPRD has already had to lay off all part time staff and only has full time staff right now, and that is what is intended until further notice. He also states that these are not usual times, and that CPRD will know more each month, and will address it at each board meeting. *Clements* also reassures that the good news is, CPRD has been conservative in the past, and because of that practice, it will help to overcome this. We will just have to wait and see.

Ragsdale requests comparisons in revenue throughout the years for the board meeting coming up. *Clements* has that information and will put it together to share in the board packet so everyone can see it.

Someone asks if there is a way to predict the future of SDCs. Clements says no.

Move to adjourn the meeting: Lisa Rogers

Passed

Meeting adjourned at 7:21 p.m.

Submitted by

Kayla McElligott