

CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
March 25, 2021

MINUTES

- I. Lisa Rogers called the meeting to order 6:00 p.m.
- II. Roll Call
Board members:
Bart Rierson
Peter Siderius (on site)
Don Loving (on site)
Lisa Rogers (remotely)
(Reminder: Mike Ragsdale retired.)

CPRD Staff:
Don Clements, Superintendent
Casey Creighton, Basic Services Supervisor/Park and Facilities Supervisor
Julie Petersen, Special Services Supervisor/Recreation Supervisor

Public: (remotely)
Jen Yahn, Newberg High School Booster Club, Auction and Golf Chairperson
Jeanette Adlong, Dundee City Councilor
Rob Daykin, City of Dundee, City Administrator
Marci Gaibler, Meadow Ridge
Veronica Hinkes, Friends of the Yamhelas Westsider Trail
Wayne Weibke, Friends of Yamhelas Westsider Trail
"Anonymous Tax Payer"
- III. Approval of or changes to agenda – add Newberg High School Booster Club to public participation.
Moved Pete Siderius
Second Don Loving
Passed unanimously
- IV. Approval of consent agenda
 - a. Approval of minutes of regular Board meeting February 25, 2021 and Special Meeting March 4, 2021
 - b. Approval of bills payable
 - c. Approval of January financials (February financials are unavailable.)
Moved Pete Siderius
Second Bart Rierson

Passed unanimously

V. Public participation

- a. Jen Yahn requested sponsorship funding in the amount of \$6,500, to cover course costs for the Newberg High School Booster Annual Club Golf Scramble scheduled for Aug. 22, 2021 at Chehalem Glenn Golf Course. Background history from superintendent Don Clements and Don Loving, upon request from Lisa Rogers: Policy has been set that CPRD does not donate/waive tournament fees, because it would not be economically feasible; however, Clements said, we do give local organizations a discount, and he said he will work with Yahn on that. She expressed appreciation for the discount in the past. Yahn thanked the Board and exited.
- b. Jeanette Adlong, Dundee City Councilor, raised her (and council's) concern of potentially losing some of the property at Dundee-Billick Park, as Newberg School District is deciding whether/where to relocate Dundee Elementary School. Adlong said NSD is discussing selling the park land that the school building is on now (which NSD owns and can sell) and/or relocating the building where ballfields are now, and she said that city council does not want to reduce, divide, or otherwise lose any of the park property of Dundee-Billick Park (CPRD's lease is expired). Discussion included Dundee City Administrator Rob Daykin, who said that CPRD would be obligated to mitigate/replace any reduced park land and urged CPRD to research this obligation. Clements recalled history of the property and the terms of the original agreements. Rogers said this needs to be a discussion between the CPRD and NSD; Clements said he would contact NSD Superintendent Joe Morelock to schedule a meeting with him. Don Loving said that he would be glad to accompany Clements in that meeting if a Board member would be appropriate. Adlong and Daykin exited.

VI. Action items/committee reports/Board comments

- a. Yamhill Westsider Trail Discussion – As scheduled, Board-appointed representative Bart Rierson attended the March 18th work session of Yamhill County Commissioners, but was not called upon to participate in discussion of this proposed trail. However, Rierson was invited to submit a proposal by the end of the day for inclusion in the packet/agenda of the March 25th commission meeting (Page 14), which CPRD staff assisted him in so doing. Lisa Rogers represented the Board at the commissioners meeting this morning, after Pete Siderius had to leave. Discussion: Commissioners have not yet decided on a direction, but Siderius said from what he witnessed in the meeting today, they “wanted to dump it.” Bart Rierson said it would be interesting to see whether ODOT might waive the repayment of the grant. Rogers said CPRD would have to conduct analysis in order to make a decision on what we would want to do, including completion and maintenance costs; Rierson said that analysis already exists and CPRD would just need to obtain

it. Discussion included possible options to establish trail, and if County would resume Land Use process. Board agreed to wait and see what commissioners decide to do.

Motion: Bart Rierson moved that Superintendent Clements work with County to get budgetary numbers to complete and maintain the trail and to find out from ODOT and OPRD to find out whether they would waive grant funding if CPRD were to take over Yamhelas Westsider Trail project.

Moved Bart Rierson

Second Peter Siderius

Aye Rogers, Rierson, Siderius

No Don Loving

Passed 3 - 1

- b. Discussion of Urban Renewal and City of Newberg

Motion: Peter Siderius moved that Board direct that Superintendent Clement go to City of Newberg and request more money for trail system on the riverfront under the Urban Renewal plan.

Moved Peter Siderius

Second Don Loving

Passed unanimously

- c. Discussion of appointment of interim Board member to complete term of Mike Ragsdale - two applicants: Molly Olson and Saundra Valentine.

Motion to table discussion from Don Loving, since there were 12 candidates, and this interim period would be brief.

Passed unanimously

- d. Discussion of personnel matters (Moved to end)

- e. Reports and comments from Board members

Peter Siderius – is retiring from Newberg School District.

Don Loving – said that Legislative session has been weird with videoconferencing, and hasn't heard anything that would be detrimental to park districts.

Bart Rierson – has been appointed in perpetuity to Willamette Riverkeeper Board of Directors.

Lisa Rogers – wants to see better relations with City of Newberg and Yamhill County; she had asked Don and Kat to set up meeting with Newberg city manager to help relationship between CPRD and City. Clements talked about Chehalem Valley Future Focus elected officials group and administrative committee.

VII. Old business/project updates

- a. COVID-related updates and staff reports:
Casey Creighton presented highlights from his department report (See packet).
Staff reports – Julie Petersen presented highlights from her department report. Multipurpose/soccer complex would be great to have.
Kat Ricker – update on trail grant application processes and reception team hiring and training efforts, in order to open aquatic and fitness center on weekends once more.

VIII. From the superintendent's desk

- a. Financial report – Clements said work continues on issues raised from the audit, and he plans next year to put out an RFP to consider a different firm.
- b. Superintendent's report – Automated payroll vendor update: Paychex
- c. Staff reports – (See above)

IX. Correspondence

- A. Citizen comments/evaluations – None

Discussion of personnel matters: Executive Session began 7:30 p.m. and ended 7:47 p.m.

X. Adjournment – Bart Rierson moved to adjourn 7:48 p.m.

Next regular meeting is scheduled for 6 p.m. Thursday, April 22, 2021.

Note: Budget Committee meeting is scheduled for 6 p.m. Tuesday, April 6, 2021.

Respectfully Submitted,

Kat Ricker, Public Information Director