

CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
September 23, 2021
MINUTES

I. Lisa Rogers called the meeting to order 6:00 p.m.

II. Roll Call

Board members:

Gayle Bizeau
Don Loving
Jim McMaster
Bart Rierson
Lisa Rogers

CPRD Staff:

Don Clements, Superintendent
Casey Creighton, Basic Services Supervisor/Park & Facilities Supervisor
Julie Petersen, Special Services Supervisor/Recreation Supervisor
Heidi Smith, Administrative Coordinator
Kayla McElligott, Events Marketing Coordinator
Richard Cornwell, IT
Kellan Sasken, Special Services/Golf Director – not present
Kat Ricker, Public Information Director – not present

Public: (5 people present)

Martin Peters (remotely)
Hunter Wylie
Carol Foley (remotely)
Peggy Kilburg
Sheryl Greiner – NPC
David Larson
Karen Tooley

III. Approval of additions or changes to agenda –

Gayle Bizeau: Have our Board meetings recording and posted online.

Add as item e

Casey Creighton: Proposal to provide land use planning for

Add as item f

Motion: To add these two items to the agenda as items e and f.

Moved Don Loving

Second Jim McMaster

Passed unanimously

IV. Approval of consent agenda

- a. Approval of minutes of regular Board meeting August 26, 2021
- b. Approval of bills payable
- c. Approval of financials

Motion: To approve consent agenda.

Moved Don Loving

Second Bart Rierson

Passed unanimously

V. Public participation

They are here just to answer questions about pickleball, not to speak.

VI. Action items/committee reports/Board comments

a. Approval of Resolution (Appointment of Pickle Ball Advisory Committee)

13 people have applied to be on the Pickle Ball Advisory Committee. Lisa Rogers stated she doesn't want to limit the number of people that join, so she is ok with everyone joining. Don Loving is not in the favor of a large committee and he would suggest they have at least one person who is out of the District. For efficiency, Don Clements agrees with Don Loving about having a limited number for the committee. Julie Petersen says there is almost 100 active Pickle Ball members in the community and can see where a larger committee could work. Julie Petersen would also like to be on the committee.

Motion: To appoint all 12 members as well as Julie Petersen as the staff member.

Moved Bart Rierson

Second Gayle Bizeau

Passed unanimously

b. Request for Proposal Ewing Young Trail Bridge

Casey Creighton put out an RFP in August and asked companies for proposals in building a bridge. He received three, each with unique features, but believes NV5 will do the best job. He said they won't build it, but they help CPRD get the permits and secure the engineering, and then CPRD can pick the bridge builder and save money. Creighton says it's in CPRD's best interest to accept the proposal from NV5 at \$149,000.

Motion: To accept the management of NV5.

Moved Jim McMaster

Second Don Loving

Passed unanimously

c. Discussion of Sander Estate Park

Casey Creighton says Jim Jacks (the contract planner for the Sander Estate Park) came up with staff recommendations. He sent it out on the 13th of September, and a meeting was held on the 21st of September. Creighton had some time to look at it and made

CPRD's comments available to the Dundee City Council, and presented the master plan. Dundee City Council approved the master plans but with a lot more conditions than CPRD was expecting. CPRD will have another discussion with the City of Dundee.

d. Reports and comments from Board members

Gayle Bizeau

Don Loving

Jim McMaster:

- Some confusion about lap swim hours—asked Julie Petersen to look into it.

Bart Rierson:

- Is working with the county on how to acquire the old landfill, and would like an update on that project. Wants to see it be made a priority.
 - Don Clements: He has contacted legal counsel (John Bridges) and doesn't know where it is right now, so he will double-check and let Bart know. If there is an issue, he will have him at the next board meeting.
- Talked about the first trails advisory committee meeting. Marty Peters has an idea for a trail and would like to come in and talk at a board meeting sometime.
- Should the board put on the agenda for support for the westider trail? Says it's time we start having a discussion if that is a project we are interested in and working with the county on. and how we finance it all.
 - Don Clements: The county doesn't want to go forward with the trail, so do we? The first step for the board is if you are opposed to moving forward, now is the time to say it. If you want to move forward, we can start that discussion. Bart wants to make a motion to move forward, Loving doesn't want to because it's not on the agenda. Bart then makes a motion to put the discussion on the agenda for a future meeting. Jim wants more facts about the decision before moving forward.

Lisa Rogers:

- Talked about the possibility of how some events and conversations currently happening in the city are affecting or could potentially affect CPRD—and if it is going to affect the operations of CPRD, then it should be something that the Board discusses.
- Says CPRD should have a message on our website saying everyone is welcome. She has been hearing that a lot of people will not be coming to Newberg because of the

events happening at the Newberg School District. Bart Rierson supports that notion and says that the City of Newberg has done this, the Newberg Downtown Coalition has done this and believes we need to make a statement. Gayle says this is reactionary to the School District and asks if there has been any commentary of feeling not welcome in our parks? Lisa says that people have come forward saying they don't want to come here for softball any longer, as well as for other events.

- Casey Creighton says that CPRD has never denied anyone from using any facilities in Newberg. Suggests maybe posting signs at our facilities saying this facility is open and welcome for everyone.
- David Larson (public) asked Lisa how she is interpreting the School Board. Lisa says that what they did has made this community look racist and homophobic.
- Jim McMaster suggests to put in our manuals that we are open for everyone.
- Don Clements says CPRD will put it on the website saying that "All are welcome," as well as putting up signs at the pool, the ballfields, and other facilities.

e. Recording Board meetings

Gayle Bizeau wants the board meetings to be recorded and posted for people to watch from here on out. Richard Cornwell and Casey Creighton say it can be done and that CPRD will start doing that.

f. Proposed land use for heritage campground

Casey Creighton says it would be in our best interest that we hire a planner. He put out an RFP for no more than \$39,000. He would also like to work towards adopting the CPRD Master Plan as a working document. Jim McMaster asks if this will include everything in the county and Casey confirms, saying for projects now and in the future. Creighton recommended the Board hire Angelo Planning Group.

Motion: To hire Angelo Planning Group.

Moved *Bart Rierson*

Second *Don Loving*

Passed unanimously

VII. Old business/project updates and questions

- a. Casey Creighton talked about how materials for the aquatic center that they have been waiting on are still far out due to covid. The aerating golf course is done, the course is back open. They are working on maintaining buildings. The Newberg-Dundee Bypass trail is rolling out soon. He is also

having trouble finding staff, saying no one wants to work for \$12.75 an hour. Julie Petersen also said a lot of people are calling and setting up interviews and not showing up.

- b. Julie Petersen had a volleyball program shut down due to covid breakout.

VIII. From the superintendent's desk

- a. Financial report – Nothing new.

- b. Superintendent's report –

- i. Potential Park Land: was discussed at the last meeting, nothing new.

- c. Staff reports –

Julie Petersen:

- Very busy with soccer, Little Big Kicks, and tackle football. Middle school volleyball is down for 10 days due to COVID outbreak. Flag football starts Saturday, and youth softball is almost over with a very successful season, and baseball is in full swing.
- The Care program is going well.
- The golf course has had a lot of tournaments and has been very busy—SDAO was out there for a tournament. Kellan Sasken was very busy with golf lessons.
- Summer swim lessons are over and were very successful with 1000 kids going through the program. There are some new programs like SUP Yoga, fencing, and babysitting class.
- We have been contacted with some state funding for kids to participate in CPRD classes for free. We created a coupon code and the Newberg School District sent us \$12,000 for this and it took 6 minutes to go through it all.

Kayla McElligott:

- The markets have concluded and Erin has done a great job and all of the vendors enjoy working with her. We are looking at a possible new format for the Dundee market next year, as well as helping promote our vendors even further on our website.

Richard Cornwell:

- Talked about the process on how he added a lot more technology to create the new board meeting room.

IX. Correspondence

- A. Citizen comments/evaluations – N/A
- B. Miscellaneous Info – N/A

X. Adjournment – Lisa Rogers moved to adjourn at 7:38 p.m.

The next regularly scheduled meeting will take place at 6 p.m. on Thursday, October 28, 2021, at the CPRD Administration Office.

Respectfully Submitted,

Kayla McElligott, Events Marketing Coordinator