

CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
December 2, 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 (remotely)
Lisa Rogers

CPRD Staff:

Don Clements, Superintendent
Casey Creighton, Basic Services Supervisor/Park and Facilities Supervisor (remotely)
Julie Petersen, Special Services Supervisor/Recreation Supervisor
Kellan Sasken, Special Services/Golf Director—excused
Kayla McElligott, Events Marketing Coordinator
Heidi Smith, Administration Coordinator
Richard Cornwell, IT Specialist (remotely)

Public:

Carol Foley, Friends of Yamhelas-Westsider Trail Board (remotely)
Wayne Wiebke, Friends of Yamhelas-Westsider Trail Board (remotely)
Steve Wick (remotely)
Tom Hammer, YCRP
Jim Talt, CPRD Budget Committee
Ed Fredenburg, unaffiliated

III. Approval of or changes to agenda –

Motion: To approve agenda.

Moved Gayle Bizeau
Second Jim McMaster
Passed unanimously

IV. Approval of consent agenda

- a. Approval of minutes of regular Board meeting Oct. 28, 2021
- b. Approval of bills payable

- c. Approval of October financials

Motion: To approve consent agenda.

Moved Jim McMaster

Second Don Loving

Passed unanimously

V. Public participation

Jim Talt (CPRD Budget Committee):

- Has come to explain why CPRD should not be involved in Yamhelas-Westsider Trail. Says the trail exists outside the district, that it's not in CPRD's budget, that there are no line items specific that he can find for the trail, and that it's inappropriate to spend money on this. Talt also said that CPRD has enough projects to do already. He believes CPRD is being manipulated and says that the original group needs to go back to their own negotiation and they need to make it happen for themselves. He continues, saying that CPRD will never be the same if it continues involvement with the trail, and that the District will be sucked into political battles with both county and state politics. Talt says it's fundamentally inappropriate to get involved with the trail. He says that he still hopes to one day walk the trail, but urges the board to bring it back up and vote it down so CPRD can get on with its own business.
 - **Don loving:** Says he's been upfront about how he feels about the project and agrees mostly with what Talt has said, but clarifies that CPRD has not spent any money on the trail except for some staff time.

Ed Fredenburg:

- A retired citizen who moved here ten years ago, Fredenburg has come to the meeting to say that he is in favor of the Yamhelas-Westsider Trail. He is fearful of taxpayers having to pay for a refund on the project if it gets abandoned, and encourages CPRD to move forward with the project if they can.

VI. Action items/committee reports/Board comments

- a. *Approval of Resolution (Budget Calendar approval and Approval of Budget Officer for 2022-2023 Budget*

Don Clements: Says there are a few errors in the packet, but nothing major, just wanted them aware of it. He is recommending Casey Creighton to be the budget officer rather than himself. He will work with Casey.

Motion to approve the budget calendar and Casey being the budget officer.

Moved Don Loving

*Second Bart Rierson
Passed unanimously*

Lisa Rogers wants Clements to consider employee raises to help make up for inflation.

b. Reports and Comments from Board Members

Don Loving: He and Anne will be grandparents once again.

Gayle Bizeau: N/A

Jim McMaster:

- Wants to put the Trail Advisory Committee reports under Old Business since they meet monthly. Says there is a lot of interest in the trails both District and state-wide. The Trail Advisory Committee is working to get organized, with about 12 to 13 people in the group. The committee is very interested in the bypass trail, Parrett Mountain trails, and winery trails. One thing they want the District to do is put together a current inventory of all trails and what shape they are in.
 - **Lisa Rogers:** Asks if there are any sub-committees, because It might be a good idea to create some since there are so many trails throughout the District.
 - **Jim McMaster:** Says they are still trying to get organized right now but are meeting again soon and hoping to get more organized then.

Bart Rierson:

- Says he is thinking the trail committee is going to create sub-committees for both maintenance and fundraising needs. Wants to thank Casey Creighton and his crew for all of the work they have done. He said he walked the Ewing Young trail recently and the leaves are blown off, new chips are down, it's not very muddy and in good condition. Rierson also wants to state that we have good resources and people, and it's the people that make the District and that they don't make a lot of money and he doesn't want to lose anyone. There's a lot more pressure now, it's a job seeker's market and we need to be fair to employees.
 - **Don Clements:** Talked about CPRD's already existing trails inventory.
 - **Julie Petersen:** Talked about how CPRD's Trails guide book that has a list of all the trails could be a good resource to use for trails inventory.
- **Bart Rierson:** Says there was a group that lived on N Valley Road that talked about putting a path in that area and tried to raise funding for that area. He wants Clements to refresh the Board on that.
 - **Don Clements:** Says the neighbors came to CPRD about the path and that they would have to dedicate the

easement to CPRD. Clements says CPRD would also have to involve the county and the neighbors in doing that. Is going to get with the property owners and make sure CPRD is up to date on everything.

- **Jim McMaster:** Says it's a horrible road and it needs to be made safe.
- **Bart Rierson:** Mentions that the Newberg landfill has been closed for roughly 35 years and he wants to see CPRD use that as the paddle launch.
 - **Don Clements:** Agrees and says Yamhill County planner met up with him and they talked about including the landfill as a lease and is asking for 99 years on that.

Lisa Rogers:

- Chehalem Cultural Center received a \$500,000 grant to finish the building. This has gotten them to \$4.5 out of \$5 million to finish the theater.

VII. Old business/project updates

a. Updates on Projects and Questions

Casey Creighton:

- *Chehalem Cultural Center:* SEA met with CPRD recently and wants to get projects going. Trying to start on the most recent project in January 2022.
- *Sander Estate:* Dundee City Council approved the plan then everyone met on how to move forward. CPRD is looking for grants, but there are a lot of requirements before anything gets done.
 - **Lisa Rogers:** Asks if the City of Dundee has put money into the project.
 - **Casey Creighton:** Says there is money coming from tourism tax, but Dundee will get a new City Manager soon, and that's when things could change. Creighton reassures that CPRD is moving forward.
- *Crabtree Park:* Still working on putting culverts in—that it will be expensive. The goal is to split the cost with the county.
- *Aquatic & Fitness Center:* Says pumps are ordered but because of the backed-up supply chain, it won't be here until the first week of January. It will cost about \$80,000 to retrofit the aquatic center to make it work as it was intended. Creighton says CPRD isn't responsible, and that it's on the engineers.
 - **Jim McMaster:** Asks if our energy costs will go down when the units get back online?
 - **Casey Creighton:** Is hopeful for that.

- *Campground*: Says it's going to be a lot of work, but thinks it is doable. Surveying is done and now they need to talk with someone about drilling wells.
- *Chehalem Glenn Golf Course*: Says the course is doing well. Everything is wrapping up so they are cleaning up leaves and doing repairs.

b. Pickle Ball Advisory Committee Report

Gayle Bizeau:

- The committee has met three times this past month and is looking for a location and community support, and is coming up with plans to network. They want to start construction fall of 2022.
 - **Julie Petersen**: The committee is working on a survey, feasibility study, and doing a lot of outreach. They are talking about a 24 court covered facility with bathrooms.
 - **Don Clements**: Suggested the golf course as a location, but doesn't know if the courts will fit. He recommended, for now, to build just 12 courts with the idea to build an additional 12 in the future if needed. Says there's no other facility being built for this in the state of Oregon, and the sport is becoming very popular, so CPRD could be a trailblazer in this. Clements made a suggestion of charging an hourly fee for use of the courts.
 - **Jim McMaster**: Suggested underneath the bypass.
 - **Don Clements**: Talked about it with ODOT. There are some issues with that. They didn't say no, but things would need to be figured out first.
 - **Gayle Bizeau**: ODOT had said the noise was a dealbreaker.
 - **Lisa Rogers**: Brought up the old landfill as a possible location.
 - **Bart Rierison**: Suggested that there is the potential to make the future clubhouse more sustainable if we had pickleball and golf course together.

c. Master Plan Update

Don Clements: There's a copy in the board packet. If there are any questions, give him a call.

Lisa: Asks what the master plan update is going to do.

Don Clements: It has an inventory. The master plan is going to define the types of parks we have—unincorporated and incorporated areas. It will also have other inventories like school grounds and other recreation areas open to the public.

VIII. From the superintendent's desk

- a. **Financial report** – *Don Loving*: Says this is supposed to come off of the template. *Don Clements*: Says this is just for questions.
- b. **Superintendent's report** –
Don Clements: States that Dundee is getting a new elementary school and that he talked with Larry Hampton, and let him know that CPRD might be interested in the current school building. Clements wants CPRD and the Board to begin to discuss purchasing that. Some ideas for the space include an agricultural museum, a wine museum, a 24hr daycare facility, a kitchen-all of our senior meals come out of, with space left over to potentially lease out to other groups. Clements would like to have Jan Sanders a part of this conversation. The time frame for the school moving out of the current building is three years.

Clements brought up the Newberg-Dundee bypass trail and that there was an ODOT article released about it. Goes on to talk about a pedestrian bridge being built in the next phase and it is being moved a little north to fit in with the trail system. Before anything gets finalized, the board will get to look over it all.

- c. **Staff reports** –
Julie Petersen: Spoke about a code red that happened at the pool. Says a young man went down the slide and ended up going underwater for too long. The lifeguard responded quickly and it was a successful rescue. TVFR wants to celebrate and give an award to the staff there. Petersen would like to acknowledge that in a time when it's hard to find staff, the training Wendy Roberts and Tara Franks are doing is incredible. Petersen also talked about the facility being used by the swim teams and the water polo tournaments. GFU football team is swimming there for recovery and swim lessons are in full force.

The care program is up and running and open in all elementary schools. CPRD just finish fall sports season. The senior center is going well. The golf course has been very busy and they have all done a great job there.

Kayla McElligott: Report that the "All are Welcome" signs are completed and printed and up around the district at various locations.

Heidi Smith: Announces that SDAO provided a employee handbook template. Says that CPRD has gone over it and sent it out to get reviewed. Smith also says they are waiting to hear from the school district for when the audits must be completed. Says they submitted an extension on CPRD's behalf, so when all the school district audits are filed, CPRD is next.

IX. Correspondence

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

X. Adjournment – Don Loving moved to adjourn at 7:35 p.m.

Next regular Board meeting is January 27, 2022

Respectfully Submitted,

Kayla McElligott