

CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
April 28, 2022
MINUTES

- I. Jim McMaster called the meeting to order 6:00 p.m. as Lisa Rogers had not logged on.

- II. Roll Call
 - Board members:
 - Gayle Bizeau
 - Don Loving
 - Jim McMaster
 - Bart Rierson

 - Absent - Lisa Rogers - expected remotely

 - CPRD Staff:
 - Don Clements, Superintendent
 - Casey Creighton, Basic Services Supervisor/Park and Facilities Supervisor
 - Kat Ricker, Public Information Director
 - Heidi Smith, Administrative Coordinator - remotely

 - Public:
 - Tom Hammer

- III. Approval of or changes to agenda –
 - Moved Don Loving**
 - Second Bart Rierson**
 - Passed unanimously**

- IV. Approval of consent agenda
 - a. Approval of minutes of regular Board meeting March 24, and Budget Committee meetings April 5 and 7.
 - b. Approval of bills payable
 - c. Approval of March financials
 - Moved Don Loving**
 - Second Bart Rierson**
 - Passed unanimously**

- V. Public participation - None

VI. Action items/committee reports/Board comments

- a. Approval of updated 2015 Intergovernmental Agreement for Services with Yamhill County Community Justice (YCDCJ) for inmate work crew labor for landscaping services; updates include reduced amounts of service hours and increased costs, reflecting appreciation of costs to YCDCJ.

Moved Bart Rierson
Second Gayle Bizeau
Passed unanimously

- b. Approval of contract with AKS Engineering & Forestry through Smartbuy Cooperative Purchasing Program for Renne Field conversion (install artificial turf football field).

Also approval and authorization to sign lease agreement with Newberg School District #29J for use of Renne Field, specifying that CPRD will have priority of use outside of school operation hours once adjacent junior high school is built and open.

Discussion - Board examined plan options.

Motion to approve AKS Engineering & Forestry through Smartbuy Cooperative Purchasing Program for Renne Field conversion, and approval and authorization to sign lease agreement with Newberg School District #29J for use of Renne Field.

Moved Don Loving
Second Gayle Bizeau
Passed unanimously

- c. Reports and comments from Board members

Bart Rierson - Said the trails committee was getting frustrated with no progress, but had scheduled a trails tour for May 11th.

VII. Old business/project updates

- a. Updates - Bart Rierson asked for and received an update on discussions with Lindquist on possible paddle launch easement; no action yet. Rierson said he would like to be involved when it came time.

Casey Creighton said Sanders Estate ORPD LGGP grant had been submitted; he and Kat Ricker wrote the application. He is meeting with Yamhill County staff about the railroad crossing that is located on the proposed bypass trail. He is still working on proposed campground; ODOT is doing traffic counts for proposed traffic light installation on Wynooski, which will help the intersection where the campground will be. He said there will be a turning lane and deceleration lane and having traffic control there will help this.

- b. Pickleball Advisory Committee - Gayle had no update, had not heard anything from committee. Casey said they did not get the ARPA grant through the county.

- c. Chehalem Heritage Trails Committee (See VI C.) - Jim McMaster described the meeting which resulted in the draft easement included in the packet (provided by CPRD legal counsel John Bridges) regarding use and

maintenance of a trail on private property owned by Knudsen Vineyards, LLC. which is contiguous to Crabtree Park. The trail is to be located along the edge of the property, in conjunction with the parking lot at Crabtree Park. This trail is to be fenced and maintained by CPRD, and kept open to the public to use free of charge.

VIII. From the superintendent's desk

- a. Superintendent's report – According to NRPA annual nationwide analysis report, and CPRD is at the top of the percentile.
Request from Lisa Rogers via Newberg mayor Rick Rogers to recognize citizen Donna Paul and her Scrabble program (Paul involved since 1995). Clements sought Board's approval to dedicate a park bench and have Don Loving say a few words to dedicate it.
Request from Dundee Parks Advisory Committee for letter of support for proposed addition of a restroom in the City of Dundee's newly opened Tipsu Palach Park. The Board approved this.
- b. Staff reports –
Kat - Senior Center volunteer spotlight article series is underway;
Newberg Graphic picked up and ran an article last week on 90-year-old volunteer Dee Norman. In an effort to expand roles of front desk staff and their presence in community, a registration clerk with PR writing aspirations is writing them. Kat and a different clerk who is strong in public events attended a job fair yesterday.
Chehalem Valley Vaudeville is a new variety show that Kat is co-producing with director of Chehalem Valley Chamber of Commerce and CPRD is co-sponsoring, together with Chehalem Cultural Center.
Auditions are Monday and performances June 10 and 11.
Newberg Wednesday Markets begin May 4th.

IX. Correspondence

- a. Citizen comments/evaluations – Don reminded Board of scheduled System Development Charges scheduled to increase on July 1, 2022 (previously approved by CPRD Board).
Kat said the May 3rd City Club speaker would be Dr. Jeri Turgesen on the topic of children's mental health.

X. Adjournment – Don Loving moved to adjourn 7:20 p.m.

Respectfully Submitted,

Kat Ricker, Public Information Director