

MINUTES  
Chehalem Park & Recreation District Budget Committee  
Annual Budget Meeting  
125 S. Elliott Road  
Newberg, OR 97132  
6:00 p.m. April 5, 2022

I. Meeting called to order by Lisa Rogers, 6:05 p.m.

**A. Budget Committee Members**

Elizabeth Comfort - 6:18 p.m.  
Elijah Dickson  
Mike McBride - Absent  
Jim Talt  
Andrew Yinger

**B. Board of Directors**

Gayle Bizeau - 6:50 p.m.  
Don Loving  
Jim McMaster  
Bart Rierson  
Lisa Rogers

**C. CPRD Staff**

Casey Creighton  
Julie Petersen  
Kat Ricker  
Richard Cornwell

**D. Public**

None

**II. Election of Budget Committee Officers**

**President: Elijah Dickson**

Motion: Lisa Rogers  
Second: Andrew Yinger  
*Approved unanimously*

**Vice President: Andrew Yinger**

Motion: Jim McMaster  
Second: Lisa Rogers  
*Approved unanimously*

**Secretary: Bart Rierson**

Motion: Lisa Rogers  
Second: Don Loving  
*Approved unanimously*

### **III. Approval of agenda and meeting dates**

Motion: Don Loving

Second: Bart Rierson

*Approved unanimously*

### **IV. Budget message delivered by Budget Officer**

Budget Officer Casey Creighton explained the Budget Overview.

### **V. Discussion on budget**

**A. Proposed staff compensation increase** - Lisa Rogers proposed increasing all wages by \$6.00 per hour, as CPRD is averaging \$3 million in beginning balance. Jim Talt supported raises but recommended slower salary study instead of "shotgun approach." Bart supported a raise "across the board," whatever amount that may be after discussion. Jim McMaster described backlog of swim lessons and need for adult/experienced lifeguards and pointed to wages as issue.

Elizabeth Comfort requested to see actual year-to-date financials, plus projected financials; Jim Talt pointed out the estimates. Elizabeth outlined another few options - \$3, \$4 and \$6 options; 36 percent.

Jim Talt urged waiting for Don Clements to have opportunity to attend in order to participate in the event that a motion is to be made. Consensus was to table the salary increase discussion until Clements could attend, tentatively to meet again on Thursday.

#### **B. Continue to item VII.**

Bart Rierson supported increasing Contingency Fund. If unused, this moves to next cycle's beginning balance.

### **VI. Motion to pass the budget TABLED**

### **VII. Overview of funds - Casey Creighton led review.**

**A.** General Fund

**B.** Equipment & Major Maintenance Fund (now comes out of Capital Outlay Funds)

**C.** System Development Fund

**D.** Loan Service Fund

**E.** Bond Debt Fund

**VIII. Public input on budget** - Jim Talt made points: Budget was well compiled, and all summary numbers tied nicely back to detailed numbers; page 33 loan service comments may need revision since they are the same as last year's comments; year ranges on this page and next few pages need to be updated; page 36 SDC revenue for City of Newberg and Yamhill values do not match those on page 38, although bottom line is the same. Request was made for revenue to be detailed the same format as the expenditures beginning next year.

Jim Talt asked what is—on page 126—an aquatic water odyssey? Julie Petersen explained that it is an obstacle course.

Jim Talt asked about Capital Improvement Budget items: parks crew requesting three dumptrucks. Casey Creighton explained what these are used for and how old the current dumptrucks are; also, two vans, which would replace existing bus and van. Casey said these are wishlist items for five-year cycle, and historically, many are not actually

purchased.

Jim Talt commented that Bob and Crystal Rilee Park appears to need signage, maintenance of fences, and the house needs painted (Casey said that it need to be pressure washed).

Jim Talt suggested updating strategic goals on page 7 (e.g. Central School is not commonly recognized name anymore).

Jim McMaster said anything safety-related on page 126 should be prioritized; the pool needs to be replastered and tennis courts need resurfaced; he had expected something to be included in budget for a new pickleball facility; he recommended hiring more experienced, certified specialists as staff, for preventative maintenance of pool and electrical work. Casey said he could show Jim the figures supporting that it would not be more cost effective to hire staff instead of doing what he does now.

#### **IX. Approval of proposed Budget and tax rate - TABLED**

Meeting closed at 8:00 p.m. but did not adjourn; it will reconvene Thursday, at 6:00 p.m. Elijah Dickson is unable to attend, so vice president will preside.

Submitted by Kat Ricker, Public Information Director