

CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
May 25, 2023
MINUTES

I. Don Loving 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

Richard Cornwell, IT Specialist

Casey Creighton, Assistant Superintendent

Matthew Compton, Recreation Coordinator

R. Scott Robinson, Golf Course Coordinator/Supervisor

Kellan Sasken, Special Services/Golf Director

Heidi Smith, Administrative Coordinator

Bryan Stewart, Basic Services Supervisor/Park and Facilities Supervisor

Public:

Jason Fields	Burke Walls	Tom Hammer
Danna Kemp	Steve Paulson	Fred Robinson
Cindy Riggs	Ron Rogers	Matt Smith
Hunter Wylie	Brian Bowman	Angela Grissom
Art Gregory	Ed Fredenburg	Melody McMaster
Quentin Comus (remote)	John Bridges	Allan Holstein
Cricket Dixon	Ryan Storfa	Larry ?

III. Changes to agenda – Move to push the staff handbook to next meeting.
Don loving requested that the review and approval of the new CPRD Employee Handbook be moved to the June 29th meeting.
Moved. Lisa Rogers approved modified agenda.
Second: Bart Rierson
Passed unanimously; Carries

- IV.** Don Loving opens the Public Hearing on the 2023-2024 Budget at 6:08pm
- Jason Fields. Requests the current CPRD board not vote or move ahead on Bob and Crystal Riley Park or any project requiring litigation. Jason believes those will be voted down by the incoming CPRD board.
 - Steve Paulson. Golf Course line item for new outdoor public restroom. Majority of the golf course committee suggests that money be diverted into other golf course projects. Mentions irrigation system and current club house.
 - Hunter Wiley: Would like a clarification a budget/revision on budget. Hunter states there is a 4 million dollar capital expenditure in the upcoming budget. Would like to see that expenditure broken out. Don Clements states that is broken out in the budget proposal under “repair and replace”.
 - Burke Walls. Active in disc golf. His club has helped Champoeg State Park to expand its disc golf course. Scheduling leagues and running programs. Just wants CPRD to be aware of a huge following and an active disc golf community. For that reason he supports the bridge at Ewing Young Park.
 - Allan Holstein states that he was shocked at the hostility aimed at the CPRD board at the April 27th board meeting. Burke expressed his gratitude and said thank you to the board for CPRD and the Boards Service.
- V.** Approval of consent agenda
- a. Approval of minutes of regular Board meeting April 27, 2023.
Bart Rierson moves that the April 27th meeting minutes be changed to list him as present since he attended that meeting.
 - b. Approval of bills payable
 - c. Approval of financials
Moved : Jim McMaster
Second: Bart Rierson
Passed unanimously. Carries
- VI.** Public participation
- Ryan from Chehalem Valley BMX reminds the board that there has been a Leadership transition with the BMX club. Reports new members and club progress. Has raised about \$25,000 for the year being used for facility maintenance and request for Eco Blocks from the park district so his group can install them. Ryan Thanks the board

thanks them for their effort. Jim McMaster praised this group for all of their hard work and growth.

- Hunter Wiley. Budget discussion on taxes. Hunter went to the Oregon State Treasury Department for access to all of CPRD's data for 5 years and compares those to other park districts. Discussing CPRD's operations capital vs other park districts. Hunter states this is excessive.
- Hunter Wiley also claims that the golf course has been losing money at a %3 rate for the past 11 years.
- Steve Paulson. When is the new board transition since there is no board meeting scheduled for July? The current board and the park district Superintendent will determine the need for a July meeting.

VII. Action items/committee reports/Board comments

- a. Approval of Resolution Cultural Center Development of the Theater.
Moved. Jim McMaster
Second. Bart Rierson
Passed unanimously
- b. Employee Handbook has been moved to the June 29th board meeting.
Moved.
Second
Passed
- c. Approval of policy and guidelines for public comment.
Moved. Jim McMaster moved to table this proposal for further review.
Specifically expressing concern about the need for submitting information a week ahead of time.
Second
Passed unanimously
- d. Reports and comments from Board members
Gayle Bizeau. No
Don Loving.
Jim McMaster. Wednesday the Rotary Club volunteered to pull ivy from Ewing Young Park. Jim thanks them for their efforts.
Bart Rierson. Pass
Lisa Rogers. Pass

VIII. Old business/project updates

- a. Casey Creighton reports that CPRD a Water Conservation Award granted for CPRD's Sander Estate Development Project.
- b. Casey Creighton reports on CPRD's Bob and Crystal Riley Park Master Plan. Public meeting is scheduled at the cultural center on June 21st at 6pm to provide answers and direction for the property and project.

- c. Casey Creighton reports on the Newberg Dundee Bypass trail. With the Boards approval, Casey has signed a contract with Emry and Son's . A general contractor for bypass trail development.
- d. Casey Creighton reports the Renne Field project continues to develop. A contract should be available for review shortly.
- e. Bart Rierson asked for an update regarding the culvert near Crabtree park. Casey is waiting for additional information from the county.
- f. Pickleball committee update. Reported that a pickleball tournament was held at Jaquith on May 19th, 20th, 21st.
- g. Quentin Comus reported for the trails committee. This group is planning a serve day on Sat June 3rd at Bob and Crystal Riley Park. Recent trails meeting focused on outreach and community engagement. Quentin Comus is eager for future dialogue and partnerships but has no additional proposals at this time.
- h. Steve Paulson Golf Course Committee report.
 - Steve thanks CPRD staff for being curious and working hard. There is a proposal for a \$5 surcharge per golfer, in order to raise funds for a new clubhouse. Steve is worried that staff will not be able to execute a \$5 fee increase.
 - Steve reports a majority of the Golf Course Committee members do not support the \$300,000 line item expense to build an outdoor restroom facility.
 - Steve also wants to lobby for allowing service sector public officials to be allowed to receive tips during work. Specifically requests that CPRD allow for tipping (via credit card) to Golf course employees upon request.
 - Lastly Steve reports that Art Gregory has stepped down from the committee. A new board chair needs to be elected.
- i. Paddle Launch Update: Don Clements reports that he was contacted by the president of the Chamber. There is Land development near the river occurring. Specifically near baker creek. These are very early discussions.

IX. From the superintendent's desk

- a. Superintendent's report –
 - CPRD has reached out to GFU about the possibility of adding tennis courts near their facility. Again very preliminary discussions. The idea would be for GFU to own property that CPRD helps pay to develop. The agreement would state that those courts would need to be open to the public. Similar to the agreement with GFU's current outdoor tennis courts.
- b. Staff reports –
 - Bryan Stewart reports a very busy May with activity in parks and facilities. A lot of work getting ball fields prepped for extra use.
- c. Heidi Smith. Reporting high staffing levels.

- d. Kellan Sasken reports that Tournament season is beginning at the golf course. Starting the first week in June.
- e. R. Scott Robinson also reports a busy golf course. Scott reports that the irrigation system and the satellite controller.
- f. Richard Cornwell reports that “servers are spinning”.
- g. John Bridges in the legal department. Reports standards for financial reporting required by Board Members of CPRD. Stemming from a conversation at the April Board Meeting regarding board and employee access to CPRD facilities. The policy allowing for CPRD staff and board members have golf course benefits. John reports that no violation has occurred and the policy is allowable.

X. Correspondence

- A. Citizen comments/evaluations on budget.
Art Gregory (former member of the golf course committee) thanked Don Loving, Bart Rierson, and the rest of the board for their service to the district and community. Art Gregory defends the legitimacy of a permanent restroom structure on the golf course. States that portable restrooms do not fit within the vision or standard for the golf course’s development.
- B. Don Clements states for the boards information, The Ewing Young Bridge project is probably not going to be approved on a county level. CPRD is looking at possibly entering a “Memorandum of Understanding” or possibly mediation, in order to get the bridge project approved. Don Clements believes that this method would be far more cost effective rather than hashing this out in the courts. Don agrees with Jason Fields that every effort should be made to not cost the tax payers considerable money for this project.
- C. Jason Fields pledges that the Ewing Young Bridge project “is dead” when the new board comes in.
- D. Mr. Fred Robinson commends CPRD and its board for being one of the best run community focused organization he has seen.

Public Hearing on Budget was closed by Don loving at 7:55pm

XI. Adjournment –Don Loving moved to adjourn at 7:56 p.m.

Next meeting: June 29, 2023

Respectfully Submitted,

Matthew Compton