

**CHEHALEM PARK AND RECREATION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
CHEHALEM ADMINISTRATION OFFICE  
125 S. ELLIOTT ROAD  
NEWBERG, OREGON  
MARCH 28, 2019  
6:00 P.M.  
AGENDA**

- I. Call To Order**
- II. Roll Call**
- III. Approval of or Additions to the Agenda**
- IV. Approval of Consent Agenda**
  - A. Approval Minutes Regular Board Meeting February 28, 2019
  - B. Approval of Bills Payable
  - C. Approval of February Financials
- V. Public Participation**
  - A. Leah Griffith Presentation Newberg Cultural District
  - B. Edwards Elementary School Request (Sarah Moore)
  - C. Others not on Agenda
- VI. Action Items/Committee Reports/Board Comments**
  - A. George Fox Request in Reduction of SDC's
  - B. Discussion of Crabtree Park
  - C. Intergovernmental Agreement Cultural District
  - D. Reports and Comments from Board Members
- VII. Old Business**
  - A. Updates on Projects
- VIII. From the Superintendent's Desk**
  - A. Financial Report and Questions
  - B. Superintendent's Report
  - C. Staff Reports
- IX. Correspondence**
  - A. Citizens' Comments/Evaluations
  - B. Miscellaneous Info
- X. Adjournment**

**Next meeting is April 25, 2019.**

**DO NOT FORGET BUDGET COMMITTEE MEEING APRIL 2, 2019 AT 6 P.M.**

To: Board of Directors  
From: Superintendent  
Date: March 25, 2019  
Re: Background information for March 28, 2019 Board Meeting  
Number corresponds to Agenda Item

II. **ROLL CALL** – We need 3 present for the meeting. Please call if you cannot attend. PLEASE REMEMBER MEETING AT THE DISTRICT OFFICE. .

**Please see page 4 for index for page numbers**

III. **APPROVAL OR ADDITIONS TO AGENDA** – If you wish additions please give me a call.

IV. **APPROVAL OF CONSENT AGENDA**

A. Approval of Board Meeting Minutes – Please see pages (5-7) for Regular Meeting Minutes of on February 28, 2019.

**RECOMMENDATION:** Approval of Regular Board Meeting Minutes for February 28, 2019

B. Approval of Bills Payable-Bills Payable summary is on page (8-9) for review. I will have copies of all the bills payable for review at the meeting or you may call me for copy.

**RECOMMENDATION:** Approval of Bills Payable totaling \$522,056.41 General Fund, \$234,554.19 Capital Pool Construction and Loan Fund, \$9.00 SDC Fund, \$23.25 Foundation.

C. Approval of February Financial – Copies of the Financials will be at the meeting to review. Please call me for a copy if needed. A summary is available on page (10) for review.

**RECOMMENDATION:** Approve February Financials.

V. **PUBLIC PARTICIPATION**

A. Leah Griffith – Requested to be on agenda to give a report on the Cultural District. We gave a copy of presentation at February meeting.

B. Edwards Elementary School Request – Sarah Moore will be at the meeting to discuss the request. Please see pages (11-15).

C. Others not on agenda – We have no other request at this time.

VI. **ACTION ITEMS/COMMITTEE REPORTS/BOARD COMMENTS.**

A. George Fox Request in Reduction of SDC's – Please see page (16) for request.

**RECOMMENDATION:** Approve reduction to \$487,660.75. Will discuss reduction at meeting.

B. Discussion of Crabtree Park – Please see page (17-21) for information.

C. Intergovernmental Agreement – Please see pages (22-27).

**RECOMMENDATION:** Authorize Superintendent to sign after review by attorney

D. Reports/Comments from Board Members – Given at meeting.

VII. **OLD BUSINESS**

A. Update on Projects – Will discuss at meeting. Staff will be present to answer questions.

Projects to discuss: Status of paddle launch, Trail Development. Status of Pool and Landfill.

VIII. **FROM THE SUPERINTENDENTS DESK**

A. Financial Report and Questions. The projected ending balance was higher for 2017-18 than 2016-17 in the general fund. We did not have to borrow for the 2017-18 or 2018-19 Budget. The debt will be for the golf course, property on the river, fitness center and pool bond. We are allowed about \$92,400,000.00 in debt. Currently we have about \$35,260,787.00. SDC Beginning balance is higher and revenue is up. Revenue is up in SDC because we raised the fee.

DESCRIPTION	<u>GENERAL FUND SUMMARY</u>		
	AS OF 02/28/17-18	AS OF 02/28/18-19	DIFFERENCE
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,716,960.55</b>	<b>\$ 3,923,246.35</b>	<b>\$ 206,285.80</b>
TOTAL OPERATION EX.	\$ 3,054,522.22	\$ 3,494,746.10	\$ 440,223.88
TOTAL CAP/AQ/DEV/TRS	\$ 662,438.33	\$ 428,500.25	<\$ 233,938.08>
<b>TOTAL REVENUE</b>	<b>\$ 5,902,578.54</b>	<b>\$ 8,318,093.18</b>	<b>\$ 2,415,514.64</b>
TOTAL TAXES	\$ 2,683,145.06	\$ 2,861,870.51	\$ 178,725.45
TOTAL FEES & CHARGES	\$ 1,869,619.83	\$ 2,036,755.11	\$ 167,135.28
TOTAL OTHER REVENUE	\$ 37,674.67	\$ 225,487.24	\$ 187,812.57
BEGINNING BALANCE	\$ 1,312,138.98	\$ 3,193,980.32	\$ 1,881,841.34
<b><u>BALANCE</u></b>	<b><u>\$ 2,185,617.99</u></b>	<b><u>\$ 4,394,846.83</u></b>	<b><u>\$ 2,209,228.84</u></b>

DESCRIPTION	<u>SDC FUND SUMMARY</u>		
	AS OF 02/28/17-18	AS OF 02/28/18-19	DIFFERENCE
BEGINNING BALANCE	\$ 347,665.46	\$1,323,140.24	\$ 975,474.78
INTEREST	\$ 1.39	\$ 1,595.00	\$ 1,593.61
CITY OF NEWBERG	\$ 294,022.51	\$ 733,483.63	\$ 439,461.12
CITY OF DUNDEE	\$ 21,364.00	\$ 11,489.28	<\$ 9,874.72>
COUNTY OF YAMHILL	\$ 98,678.24	\$ 57,312.69	<\$ 41,365.55>
<b>TOTAL REVENUE</b>	<b>\$ 761,731.60</b>	<b>\$2,127,020.84</b>	<b>\$ 1,365,289.24</b>
<b>TOTAL EXPENDITURE</b>	<b>\$ 550,531.75</b>	<b>\$ 56,749.89</b>	<b>&lt;\$ 493,781.86&gt;</b>
<b><u>BALANCE</u></b>	<b><u>\$ 211,199.85</u></b>	<b><u>\$2,070,270.95</u></b>	<b><u>\$ 1,859,071.10</u></b>

Please note the operational cost is up about \$440,223.88. The operational revenue is up about \$345,860.73. If trend continues our ending balance may decrease in General Fund.

B. Superintendent Report – To be given at meeting.

C. Staff Reports – Please see pages (28-37)

IX. **CORRESPONDENCE**

A. Citizens Comments/Evaluations – Please see page (38-39).

B. Miscellaneous Information – Please see page (40-41)

X. **ADJOURNMENT.**

**APRIL 25, 2019 IS OUR NEXT SCHEDULED BOARD MEETING.**

**DO NOT FORGET BUDGET COMMITTEE MEETING APRIL 2, 2019 AT 6 P.M.**

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**CHEHALEM PARK AND RECREATION DISTRICT  
REGULAR BOARD MEETING  
CPRD Administration Office  
125 S. Elliott Road  
February 28, 2019  
MINUTES**

- I. Don Loving called the meeting to order 6:03 p.m.
  
- II. Roll Call
  - Board members:  
Don Loving  
Mike Ragsdale  
Lisa Rogers
  
  - Excused: Peter Siderius, Bart Rierson
  
  - CPRD Staff:  
Don Clements, Superintendent  
Casey Creighton, Basic Services Supervisor  
Kellan Sasken, Special Services/Golf Director
  
  - Public:  
Owen Rodabaugh, NW Trails Alliance  
Cheri Redwine, Trail Maniac Racing Company
  
- III. Approval of or changes to agenda –
  - Moved Mike Ragsdale
  - Second Lisa Rogers
  - Passed unanimously
  
- IV. Approval of consent agenda
  - a. Approval of minutes of regular Board meeting Jan. 24, 2019
  - b. Approval of bills payable
  - c. Approval of January financials
    - Moved Lisa Rogers
    - Second Mike Ragsdale
    - Passed unanimously
  
- V. Public participation
  - a. Leah Griffith was on agenda to report on Newberg Cultural District but was excused.

- b. Cheri Redwine, Trail Maniac Racing Company, proposed organizing a footrace event series on existing trails at Bob and Crystal Rilee Park, and offered to assist with trails maintenance. Board wished her luck with it.
- c. Owen Rodabaugh proposed establishing mountainbike trails (off-road cycling) at Bob and Crystal Rilee Park, on behalf of NW Trails Alliance, to perform the work and assist with maintenance. Board and staff encouraged both Redwine and Rodabaugh to proceed and work with CPRD staff (Casey Creighton) toward a formal agreement.

**VI. Action items/committee reports/Board comments**

- a. Superintendent Don Clements requested authorization to approve contract for professional services with Agrimis Planning and Design for preliminary trail planning and design for Chehalem Heritage Trail along ODOT Newberg-Dundee Bypass right-of-way. Board and Superintendent expressed confidence in Agrimis in light of CPRD's history working with him on trails projects. Motion was made to allow Superintendent to negotiate a contract with Agrimis for up to \$44,000.  
 Moved Lisa Rogers  
 Second Mike Ragsdale  
 Passed unanimously
- b. Clements requested authorization to sign a contract with DGS General Construction bid for \$585,000 for construction of Chehalem Cultural Center Culinary Enrichment Center. Three bids were submitted; see Page 24 for summary. Motion was made to authorize Superintendent to sign contract as requested.  
 Moved Mike Ragsdale  
 Second Lisa Rogers  
 Passed unanimously
- c. Newberg mayor Rick Rogers has requested CPRD's financial support in the amount of \$2,500, toward the repairing and reopening Willamette Falls Locks, located on the Willamette River in West Linn, owned by US Army Corps of Engineers (See letter on Page 25). Governor Kate Brown has proposed \$7.5 million funding from state lottery bonds. Clements recommended supporting this project. Motion was not required; Board supported Superintendent's recommendation to grant the request for \$2,500.
- d. Reports and comments from Board members  
 Lisa Rogers is happy with trails interest demonstrated in project proposals and CPRD activity.  
 Mike Ragsdale – None  
 Don Loving – Brief golf course discussion points with Kellan Sasken.

**VII. Old business/project updates**

- a. Aquatic and Fitness Center update – Casey Creighton reported the fitness area, which opened on Feb. 18, is operating generally smoothly; minor glitches have included the membership card scanner not working properly, and some basketball hoop rims have been bent already. Nearly all fitness equipment has arrived.
- b. Kellan discussed work parties to be scheduled with girl and boy groups to get some work done on the course. He is working on expanding tournaments this year, and expanding the Juniors program. The initial design phase is done for the third nine, and the grading will be next. CPRD staff can perform some initial grading work.

**VIII. From the superintendent's desk**

- a. Financial report – Clements's report notes that the operational cost is up approximately \$276,803.55, and operational revenue is up approximately \$332,804.13, and the grand total of the difference from the figures for 1/31/17-18, there is a typographical error: \$1 million+ should be \$7 million+. Clements agreed to correct the error.
- b. Staff reports – Kat Ricker reminded the Board that the grand opening of the fitness area is scheduled for 3 p.m. on Thursday, March 21<sup>st</sup>. She reported she has been appointed to the Oregon Trails Coalition as a Willamette Valley Representative.
- c. Superintendent's report – We are struggling with getting the financial audit completed correctly. He said that while Shy Montoya had vacated her position, her replacement had attempted to go paperless, and errors had resulted that staff is currently working to correct. The bottom line will likely be the same, he said, but there are errors which will likely be cited in the audit. He said he will note "unaudited items" and "audited items" on the budget this year. Lisa Rogers requested Clements give a brief update at each meeting. Clements said he will also have Shy Montoya address the Board with deeper information.

**IX. Correspondence**

- A. Citizen comments/evaluations – None discussed.

**X. Adjournment – Mike Ragsdale moved to adjourn 7:15 p.m.**

Respectfully Submitted,

Kat Ricker, Public Information Director

The next scheduled Board of Directors meeting will take place at 6 p.m. on Thursday, March 28, 2019.

**GENERAL FUND  
ACCOUNTS PAYABLE AND PAYROLL  
UP TO MARCH 14, 2019**

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TYPE CHECKS</u>
118238-118305	\$ 183,320.43	ACCOUNTS PAYABLE
118306-118372	\$ 17,116.46	PAYROLL
DIRECT DEPOSIT	\$ 38,656.79	PAYROLL
118373 REISSUED	\$ 417.35	PAYROLL
118374-118434	\$ 135,378.92	ACCOUNTS PAYABLE
118435-118500	\$ 14,494.66	PAYROLL
DIRECT DEPOSIT	\$ 35,581.49	PAYROLL
118501-118546	\$ 43,936.16	ACCOUNTS PAYABLE
117337 118041-118043(GOLF)	\$ 778.64	ACCOUNTS PAYABLE
1815-1820	\$ 52,375.51	WIRE TRANSFER
118235VOIDED(WADDEL&R	\$ 125.00	ACCOUNTS PAYABLE
117982REISSUEDTO 118373		
115900 & 116018 VOID	\$ 274.31	PAYROLL
118521 MCMINNVILLE GAS	\$ 106.74	ACCOUNTS PAYABLE
118534 REID RENTAL VOID	\$ 12.00	ACCOUNTS PAYABLE
118292 VOIDED SHUD BE EWING IRRIGATION NOT EWING YOUNG		
	\$ 2,519.60	ACCOUNTS PAYABLE
118406 VOIDED NEWBERG HARDWARE REISSUED		
	\$ 310.79	ACCOUNTS PAYABLE
<b>GRAND TOTAL</b>	<b><u>\$ 522,056.41</u></b>	
<b><u>BREAKOUT</u></b>		
<b><u>ACCOUNTS PAYABLE</u></b>	<b>\$ 363,414.15</b>	
<b><u>PAYROLL</u></b>	<b>\$ 106,266.75</b>	
<b><u>WIRE TRANSFER</u></b>	<b>\$ 52,375.51</b>	

**ACCOUNTS PAYABLE FOR SDC FUND**

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
NO CHECKS ISSUED		
<b>GRAND TOTAL</b>	<b><u>\$ 0.00</u></b>	



**ACCOUNTS PAYABLE FOR CAPITAL POOL CONSTRUCTION & POOL BOND**

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
1197	\$ 67,807.68	TRIPLETT WELLMAN
1198	\$ 18,810.00	PRECOR(PACIFIC FITNESS PROD)
1199	\$ 2,125.00	PACIFIC FITNESS PRODUCT
1200	\$ 5,899.63	BSN SPORTS
1201	\$ 34,807.50	PRECOR(PACIFIC FITNESS PROD)
1202	\$ 99,824.41	TRIPLETT WELLMAN
1203	\$ 4,280.00	TRIPLETT WELLMAN
1204	\$ 100.00	SEA
1205 PICKLE BALL	\$ 899.97	US BANK FOR PICKLE BALL MAT.
<b>GRAND TOTAL</b>	<b><u>\$ 234,554.19</u></b>	
<b>BREAKOUT</b>		
<b><u>CAPITAL POOL CONST.</u></b>	<b>\$ 234,554.19</b>	
<b><u>POOL BOND DEBT</u></b>	<b>\$ 0.00</b>	

**ACCOUNTS PAYABLE FOR FOUNDATION**

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
107	\$ 23.25	US BANK (FOR TECH SOUP)
<b>GRAND TOTAL</b>	<b><u>\$ 23.25</u></b>	

**FINANCIAL OVERVIEW  
GENERAL FUND SUMMARY**

DESCRIPTION	AS OF 02/28/17-18	AS OF 02/28/18-19	DIFFERENCE
Total Operational Expense	\$ 3,054,522.22	\$3,494,746.10	\$ 440,223.88
Total Capital Outlay & Transfers	\$ 662,438.33	\$ 428,500.25	<\$ 233,938.08>
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 3,716,950.55</b>	<b>\$3,923,246.35</b>	<b>\$ 206,285.80</b>
Total Tax Revenue	\$ 2,683,145.06	\$2,861,870.51	\$ 178,725.45
Total Fees & Charges Revenue	\$ 1,869,619.83	\$2,036,755.11	\$ 167,135.28
Total Other Revenue	\$ 37,674.67	\$ 225,487.24	\$ 187,812.57
Beginning Balance	\$ 1,312,138.98	\$3,193,980.32	\$ 1,881,841.34
<b>GRAND TOTAL REVENUE</b>	<b>\$ 5,902,578.54</b>	<b>\$8,318,093.18</b>	<b>\$ 2,415,514.64</b>

**SDC FUND SUMMARY**

DESCRIPTION	AS OF 02/28/17-18	AS OF 02/28/18-19	DIFFERENCE
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 550,531.75</b>	<b>\$ 56,749.89</b>	<b>&lt;\$ 493,781.86&gt;</b>
TOTAL REVENUE	\$ 414,066.14	\$ 803,880.60	\$ 389,814.46
BEGINNING BALANCE	\$ 347,665.46	\$1,323,140.24	\$ 975,474.78
<b>GRAND TOTAL REVENUE</b>	<b>\$ 761,731.60</b>	<b>\$2,127,020.84</b>	<b>\$ 1,365,289.24</b>

**LOAN SERVICE FUND SUMMARY**

DESCRIPTION	AS OF 2/28/17-18	AS OF 02/28/18-19	DIFFERENCE
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 598,321.24</b>	<b>\$ 335,360.63</b>	<b>&lt;\$ 262,960.61&gt;</b>
REVENUE TRANSFERS	\$ 598,321.24	\$ 335,360.63	<\$ 262,960.61>
INTREST	\$ 429.88	\$ 533.57	\$ 103.69
BEGINNING BALANCE	\$ 31,269.21	\$ 31,991.74	\$ 722.53
<b>GRAND TOTAL REVENUE</b>	<b>\$ 630,020.33</b>	<b>\$ 367,885.94</b>	<b>&lt;\$ 262,134.39&gt;</b>

**EQUIPMENT AND MAJOR MAINTENANCE FUND SUMMARY**

DESCRIPTION	AS OF 02/28/17-18	AS OF 02/28/18-19	DIFFERENCE
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
TOTAL REVENUE	\$ 0.00	\$ 0.00	\$ 0.00
BEGINNING BALANCE	\$ 0.00	\$ 0.00	\$ 0.00
<b>GRAND TOTAL REVENUE</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

**CAPITAL PROJECT POOL FUND SUMMARY**

DESCRIPTION	AS OF 02/28/17-18	AS OF 02/28/18-19	DIFFERENCE
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 7,729,055.47</b>	<b>\$ 5,702,238.47</b>	<b>&lt;\$ 2,026,817.00&gt;</b>
<b>GRAND TOTAL REVENUE</b>	<b>\$11,886,683.42</b>	<b>\$ 6,279,882.56</b>	<b>&lt;\$ 5,606,800.86&gt;</b>

**BOND LOAN SERVICE SUMMARY**

DESCRIPTION	AS OF 02/28/17-18	AS OF 02/28/18-19	DIFFERENCE
<b>GRAND TOTAL EXPENSES</b>	<b>\$ - 8.29</b>	<b>\$ 350,869.09</b>	<b>\$ 350,860.80</b>
<b>GRAND TOTAL REVENUE</b>	<b>\$ 1,258,368.43</b>	<b>\$ 1,330,217.67</b>	<b>\$ 71,849.24</b>

**Subject:** Board meeting

**Date:** Wednesday, March 13, 2019 at 2:19:54 PM Pacific Daylight Time

**From:** Sarah Moore

**To:** Kat Ricker

Request to speak at March 28th Board Meeting

Sarah Moore - Edwards Volunteer Organization Leader

Topic- The need to rebuild Edward Elementary Playground for the safety and inclusive needs of our community.

[Sarahmoorepc@yahoo.com](mailto:Sarahmoorepc@yahoo.com)

503-550-1690

Let me know if you need anything else.

Sarah Moore

Sent from my iPhone

Dear CPRD Board

We are here representing Edwards Volunteer Organization, a group of parents and community members that support Edward's students and staff. In the past 6 months Edwards primary recess structure has failed in multiple locations. It has become clear that the main play structures must be removed in order to remain safe and in code for our students. We have also learned other pieces such as the swing sets on the playground are not in code.

Playground time is an important part of every child's day and provides them with social, cognitive, emotional, behavioral, and physical benefits. This space serves so many more than just the current 566 students which range from kindergarten to 5th grade. It also serves the migrant preschool, after school CARE programs, district summer school students, summer CARE programs and the free summer/winter feeding program to name a few. Unfortunately, the current equipment is falling into disrepair and is not appropriate for the large diverse group the playground now serves. We need to build a safe playground that serves ALL our students!

Edwards Volunteer Organization has been working for the past 5 years to raise funds to improve the playground. As a Title one school Edwards Elementary teaches many children who live in families below the state poverty line, some who experience life as part of the lowest socioeconomic group. We current qualify for Free Breakfast, Lunch, and snack every day for ALL students due to the needs within the building. Raising funds while supporting the needs in the school hasn't been easy, so we are excited to have \$50,000 set aside to improve the playground our kids spend their days.

We are reaching out to you to partner with us and help make Edwards Elementary playground a safe and beneficial playground for our diverse community. We want it to meet the needs of all our students regardless of age or ability. We are also striving for it to be efficient in serving the large number of students with the limited space provided.

Please reach out to us if at any time you would be interested in taking a tour of our playground. We would be happy to show you our space first hand.

Sarah Moore  
Edwards Volunteer Organization Leader  
503-550-1690/ sarahmoorepc@yahoo.com

*"Laughter. Running. Jumping. Climbing. Swinging. Sliding. When you think of a playground, you think of a happy, carefree environment. But there's much more going on than just fun. We can think of playgrounds as nature's many colorful, open, hands-on classrooms that provide tremendous learning opportunities to kids of all ages... Play shouldn't always be seen as a silly, extracurricular, optional activity, but rather an essential tool in a child's development. Research shows that outdoor free play gives kids many valuable benefits, including the development of physical, emotional, social and cognitive skills."*

- IPEMA's Voice of Play <https://voiceofplay.org/benefits-of-play/>

## Who uses Edward's playground

- 560+ Elementary students during school year.
- 40+ migrant preschool students during school year.  
Serves 3-4 year olds
- Before school and afterschool CARE during school year.
- Only site for summer CARE in the district.  
Summer 2018 there was 160 registered.
- Only site for FREE breakfast and hot lunches for the NPS summer feeding program.  
Summer of 2018 served an average of 74 breakfast and 279 lunches every day.
- Only site for NPS winter feeding program.
- Only site for NPS summer school program.  
Summer of 2018 about 300 enrolled
- Site for many summer church activities over the summer.  
SNEEF (Something New and Exciting Every other Friday)- 2nd Street Church  
Summer Jam- Newberg Christian Church
- Also the site of many school activities throughout the year such as ice cream socials, carnivals, and other events that we invite the entire Edwards community to.



Current playground doesn't provide activities for our 3-4 year old migrant preschool students. It also has little to no activities for and inclusive structure for all abilities.

**What have we done and what comes next...**

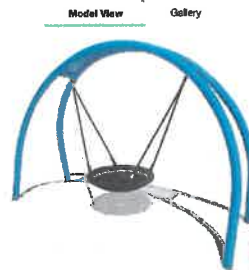
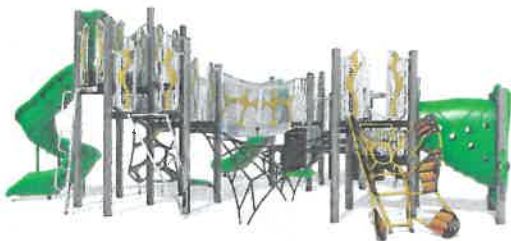
Currently we are working with many different playground representatives to try and see what each company has and what competitive pricing we can get.

We are projecting \$150,000 is what we will need to create the safe, inclusive playground this community deserves. This is where we need your help. We have raised \$50,000 and have a long ways to go to bridge that gap. Our hope is CPRD would recognize how much our community uses this playground and would be able to match our contribution.

We are working with some local companies to help with in-kind donations for prepping and building the playground. Our hope is to continue fundraisers and reach out to other community organizations for financial help.

## What we need in a playground

- Safe equipment
- Equipment that serves our preschoolers as well as our kinder- 5th graders
- Play equipment that is efficient with space and can be used by many.
- Play equipment that matches our inclusive school. We need accessible equipment all students of all abilities can be apart of.
- Many different experiences and activities.
- Activities that are sensory rich.
- Equipment that requires them to be creative and work together.



### What we do have...

We were able to add to our playground three years ago and remove some outdated, inefficient equipment. Thanks to a grant from Nike, Lowe's, and both Rotarys we did a small \$35,000 update and added some pieces aimed to serve older kids that could be more space efficient.



## Don Clements

---

**From:** Jeremiah Horton <jhorton@georgefox.edu>  
**Sent:** Monday, March 11, 2019 4:13 PM  
**To:** Don Clements  
**Subject:** Re: CPRD SDC Fee structure

Don,  
I am just following up on the previous e-mail to see what direction I need to take. any direction that you can provide would appreciated.  
thank you,  
Jeremiah

On Wed, Feb 27, 2019 at 10:57 AM Jeremiah Horton <jhorton@georgefox.edu> wrote:

Don,

I wanted to introduce myself. My name is Jeremiah Horton I am the new Director of plant services for George Fox beginning in October 3 2018. I have basically been drinking water through a fire hose to get up to speed on all the things happening around campus.

My reason for reaching out is I have been reviewing information on the new residence hall and came across a CPRD SDC Fee of \$592,508.00. From what I have been able to find is that the sum is based on the number of new beds being brought on line. The information i have found does not address the number of beds being taken of line or decrease in the student body. Of course I will need to explain to the powers that be how this is calculated. I would like a chance to sit down with you or someone that could go over this process with me. I would imagine its also documented online as well. I have many questions about the process. I also would like to understand what kind of relationship the university has with CPRD or if there is one. Like I said I am trying to gather as much information as possible to help facilitate this process building a new or continued relationship. All this to say I would appreciate your direction and help.

Thank you for your time.

Jeremiah

--



Jeremiah Horton  
Director of Plant Services  
George Fox University  
503-554-2013  
[jhorton@georgefox.edu](mailto:jhorton@georgefox.edu)

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Jeremiah Horton  
Director of Plant Services



RECEIVED

MAR 31 1977

YAMHILL COUNTY  
DEPT. OF PLANNING AND DEVELOPMENT

MEMORANDUM AGREEMENT

THIS MEMORANDUM AGREEMENT, made and entered into by and between CHEHALEM PARK AND RECREATION DISTRICT and the CHEHALEM VALLEY SPORTSMEN.

Witnesseth:

WHEREAS, the District recognizes the need for well supervised shooting ranges; and

WHEREAS, the Chehalem Valley Sportsmen wish to develop a shooting range which will lie adjacent to Crabtree Park; and

WHEREAS, the parties wish to have a working agreement between themselves so that the activities of each will not conflict with the activities of each other; now, therefore,

The parties agree as follows:

1. Except as hereinafter provided, the District shall not be responsible for any costs of construction, maintenance, or supervision of the shooting range to be constructed by Chehalem Valley Sportsmen.
2. The shooting range shall be constructed and maintained by the Chehalem Valley Sportsmen in accord with the National Rifle Association range plan specifications.
3. That the Chehalem Valley Sportsmen shall maintain sufficient liability insurance to cover the possibility of any accidents occurring as a result of the club's activities on the proposed shooting range.
4. That District shall not be considered liable in any way for the activities of Chehalem Valley Sportsmen on the proposed shooting range.
5. That the proposed shooting range shall not be open to use by the general public except ~~at~~ such times when the public use of the proposed shooting range is supervised by a Certified

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MAR 31 1971

YAMHILL COUNTY  
DEPT. OF PLANNING AND DEVELOPMENT

Oregon State Safety Instructor.

6. The Chehalem Valley Sportsmen range activities shall not conflict with Park activities and the District shall give the same consideration to the Sportsmen while reserving a priority in scheduling with the understanding that the popular and peak hours of use will be determined by public demand. Thus, hours and park activities will be adjusted as needed to meet this demand and the Chehalem Valley Sportsmen are willing to make a corresponding adjustment in their activities to avoid conflict.

7. The Chehalem Valley Sportsmen shall close the range during the summer months on Sundays beginning with Memorial Day through and including the Fourth of July and Labor Day weekends, and also on Saturdays during the months of July and August.

8. Supervised archery practice shall be permitted at all times.

9. Supervised large bore competitive meets shall be limited to one day a week.

10. The range shall be closed anytime there is a conflict with scheduled park activities.

11. The 100 yard range shall be limited to eight positions or eight persons using the range at one time. This shall also apply to the 200 and 300 yard ranges. There would be no limit on the 25 or 50 yard small bore or archery ranges.

12. The Sportsmen and the District shall cooperate in the installation of a fence at the south end of the park property. This fence shall separate the two areas and will be adequately posted to warn the public not to trespass on to range property without permission and to warn them of impending danger.

IN WITNESS WHEREOF, this Memorandum Agreement has been executed in duplicate on this \_\_\_\_\_ day of \_\_\_\_\_, 1971.

Agreed: Antoine H. Crater  
Chehalem Park & Recreation District

Mar. 23, 1971  
Date

Stuart M. Fisher  
Chehalem Valley Sportsmen

Mar. 29, 1971  
Date

Witness Gina Mae Mountain 3-29-71

THIS AGREEMENT, made and entered into this 10<sup>th</sup> day of May, 1968, by and between YAMHILL COUNTY, a political subdivision of the State of Oregon, hereinafter referred to as the Lessor, and CHEHALEM PARK AND RECREATION DISTRICT, hereinafter referred to as Lessee,

WITNESSETH

I

IN CONSIDERATION of the covenants and agreements hereinafter stipulated to be mutually kept and performed by the parties hereto, Lessor does hereby grant, demise, lease and let, upon the terms and conditions hereinafter stated, unto Lessee the following described premises situated in Yamhill County, Oregon, and more particularly described as follows:

A tract of land in Section 28, Township 3 South, Range 3 West of the Willamette Meridian in Yamhill County, Oregon, described as follows:

Beginning at an iron pipe set in County Road No. 95 marking the most northerly northwest corner of that certain parcel designated as "Tract 3" in conveyance from Maude Marshall, et vir to O'Vene B. Crabtree and Neva M. Crabtree as recorded in Film Volume 14, Page 653 of Deed Records of Yamhill County, Oregon, and running thence along the westerly line of said "Tract 3" South 50°45' West, 187.4 feet, South 15°02' West, 200.2 feet and South 11°46' East, 811.8 feet to an iron pipe; thence North 78°14' East, 552.7 feet to an iron pipe; thence North 582.0 feet to a point in the center of County Road No. 95 from which point an iron pipe bears South 20.0 feet; thence northwesterly following along the center of said County Road to the place of beginning and containing 12.4 acres of land, more or less,

hereinafter referred to as the premises.

II

TO HAVE AND TO HOLD the same unto the Lessee for a term of twenty-five (25) years, beginning the 10 day of May, 1968, and ending the 9<sup>th</sup> day of May, 1993, unless sooner terminated as hereinafter provided.

III

Lessee agrees to improve, maintain and operate the premises as a public park, and agrees that the premises shall be used for no other purpose; that said public park shall be improved, maintained and operated by Lessee in a manner consistent with and in conformance to acceptable and recognized requirements and standards for such public parks, and shall be available for public use without regard to race, creed, religion, or national origin.

IV

The said public park shall be named and known as "Crabtree Park."

V

Lessee agrees, without undue delay and prior to making the premises available for public use, to erect and maintain a suitable woven wire fence around the premises.

VI

Lessee shall not assign this lease nor sublet said premises, or any part thereof, without the prior written consent of the Lessor; provided, however, such consent shall not be unreasonably withheld.

VII

Lessee covenants and agrees to indemnify and save the Lessor harmless from and against any loss, damage and liability occasioned by, growing out of, or arising or resulting from any default hereunder, or any tortious or negligent act on the part of the Lessee, its agents or employees.

VII

At the expiration of this lease the Lessee agrees that the Lessor shall have the right to enter into and upon said land and

repossess itself thereof, and that said land, together with all improvements of whatever kind and nature erected thereon during the life of this lease, shall revert to the Lessor and become its property in fee simple, without process of law.

IX

In the case suit shall be brought for an unlawful detainer of the premises, or because of the breach of any other covenants herein contained on the part of the Lessee to be kept and performed, Lessee shall pay to Lessor a reasonable attorney fee, which shall be fixed by the court.

DATED this 10<sup>th</sup> day of May, 1968.

ATTEST

JACK BEELER  
County Clerk

BY *Dorrick E. Johnson*  
Deputy

YAMHILL COUNTY COURT

*C. N. Teggarden*  
County Judge

*Maris Mairs*  
County Commissioner

*R. A. Schead*  
County Commissioner

LESSOR

CHEHALEM PARK AND RECREATION  
DISTRICT

*Antonia G. Crater*  
Chairman

*Francis O. Postfield*  
Secretary

LESSEE

# REQUEST FOR CPRD BOARD ACTION

DATE ACTION REQUESTED: March 28, 2019

**SUBJECT: Authorizing the CPRD Superintendent to enter into a new Intergovernmental Agreement between the Chehalem Park and Recreation District and the City of Newberg for the management of the Newberg Cultural District.**

Contact Person (Preparer) for this Leah Griffith, Library representative to the Newberg Cultural District Board and NCD Board secretary.

**RECOMMENDATION:** Authorize the Superintendent to enter into a new Intergovernmental Agreement (IGA) between the Chehalem Park and Recreation District (CPRD) and the City of Newberg for the management of the Newberg Cultural District.

**EXECUTIVE SUMMARY:** In September, 2013 CPRD and the City entered into the initial IGA to establish the Newberg Cultural District (NCD) which is defined as the area bordered by Hancock, Blaine, Sherman and School Streets. The IGA established a board that was charged with managing the public property under the purview of the Newberg Cultural District Board that is owned by CPRD (Chehalem Cultural Center, land and playground surrounding the center and 212 N. Blaine Street) and the city of Newberg (Library, Carnegie Court, Water Wise Garden parking lot, and the streets and alley). CPRD has turned over operation of the Cultural Center interiors, forecourt and ballroom garden to the Chehalem Cultural Center (CCC) Association. While there are four private property owners within the district, the IGA specifically does not put any requirements on them or restrict the use of their property unless they are in agreement.

The 2013 IGA has been used to manage the NCD for the last five years. As the district has matured, it was time to revise the IGA to reflect practical changes. The primary revisions include removing language related to additional advisory groups that were active at the establishment of the Cultural District, but have not been active for a number of years. This required a modification for the selection of the residential neighborhood representative from a committee selection to selection at the annual meeting. The new IGA requires public meetings each year as well as an annual meeting to gather input from stakeholders, including neighborhood residents and annual reports to the CPRD Board and City Council.

The other significant change is in the permit process now falls under the City of Newberg Festival Street Permit (Newberg Municipal Code 12.05.245), which specifically defines how applicants pursue permission for street closures and activities. When the IGA was enacted in 2013, that process had not been developed.

The IGA was recommended for approval by the Newberg Cultural District Board at their March 5, 2019 meeting. It has been reviewed by CPRD counsel John Bridges and city attorney Truman Stone. It is on the City Council agenda for April 1, 2019.

**FISCAL IMPACT:** There is no change to the fiscal impact. The NCD does not manage funds.



INTERGOVERNMENTAL AGREEMENT  
NEWBERG CULTURAL DISTRICT  
(CITY OF NEWBERG and CHEHALEM PARK AND RECREATION DISTRICT)

This Agreement is entered into this 4<sup>th</sup> day of April, 2019 between the Chehalem Park and Recreation District, hereinafter referred to as "CPRD", and the City of Newberg, a municipal corporation, hereinafter referred to as "City."

RECITALS

1. Intent-The intent of the parties is to form a partnership arrangement in order to manage the area known as the Newberg Cultural District, hereinafter referred to as "Cultural District" for the use and enjoyment of the community.
2. Vision - To identify and strengthen the cultural district as a gathering place where people can discover the literary, artistic, and historical culture of the area; attend a class or program; check out books; view an exhibit; participate in a community event; or simply sit on a bench while visiting with a friend.
3. Funding - Both the CPRD and the City will furnish funding for the Cultural District operations as agreed upon in this document and other agreements.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

I. AREA INCLUDED IN THE CULTURAL DISTRICT

- A. Boundaries - The area defined as the Cultural District is bordered by Hancock, Blaine, School and Sherman streets and encompasses the Newberg Public Library, the Carnegie Court, the public parking lot at Blaine and Hancock, the Chehalem Cultural Center and the land surrounding, and the private properties within the boundaries. See diagram as Attachment A.
- B. Public Streets - This agreement specifically covers property owned by CPRD and the City as well as the public streets and rights-of-way within the borders.
- C. Implications to Private Property - This designation is in name only and does not carry with it any land use changes, restrictions, conditions or obligations for the private properties within the district. The City and CPRD will work cooperatively with private property owners in the development of the District.

## II. MANAGEMENT OF THE CULTURAL DISTRICT

- A. Management-As the primary property owners, the City and CPRD will jointly manage the Cultural District, with management delegated to the Cultural District Executive Board.
- B. Cultural District Executive Board-An Executive Board hereinafter referred to as "Board," will manage the Cultural District. The Board will be organized as follows:
  1. Membership and Terms - The membership of the Board shall consist of five members. The City, CPRD, the Library, and the Cultural Center shall appoint one member each. These members shall serve four-year terms. A Residential Neighbor representative shall be selected by a majority of residents in attendance at the annual meeting. CRPD and the City shall be notified of the election results. Residents must live within the area bordered by N. Main Street, E. Hancock Street, N Meridian Street and the railroad tracks to the north. This member will serve a two- year term. If the Residential Neighbor representative moves from the area or resigns, a new representative shall be selected as above, at the next Board meeting, to serve the remainder of the term.
  2. Meetings - The Board shall meet at least semi-annually. An annual meeting will be held in the fourth quarter of each calendar year to report to the community the activities of the Cultural District as well as review and take input on the Parking Management Plan. These meetings will be posted as required by governmental public meetings law.

## III. IDENTITY OF THE CULTURAL DISTRICT

- A. Branding of Cultural District - To ensure the identity and branding of the Cultural District while still acknowledging the individuality of the existing public entities, efforts shall be made to have a consistent look and feel to the design of the Cultural District in permanent and semi-permanent exterior signage, landscaping, web presence, printed items and other materials.
  1. Exterior Signage - New permanent and semi-permanent signage for the Chehalem Cultural Center, the Newberg Public Library and the Newberg Cultural District shall be approved by the Board and developed in a fashion that retains individual identities for the Chehalem Cultural Center and the Newberg Public Library, while at the same time showing their connection to and participation within the Newberg Cultural District.
  2. Cultural District Exterior Landscaping - The exterior landscaping for the Cultural District shall be designed and developed in a professional manner and approved by the Board. In order for the landscaping to be consistent and to maintain the plan



and intent of the original design, the City and CPRD will work towards having a single landscaper maintain the outdoor areas encompassing the entire Cultural District, including the current landscaping surrounding the Library and Cultural Center. Until that occurs the City and CPRD landscape efforts should work in conjunction with each other. The Cultural District will work with the private property owners regarding their parking strips within the district with approval of the property owner.

3. Cultural District Web Site - The Board shall develop a single web site for the Cultural District that will allow for reservation requests and a calendar of events for the Cultural District with links to the City, CPRD, Library and Cultural Center. It will include Cultural District documents and parking information. All outdoor events will also be listed on the calendar with private events simply listed, for example, "private event in the Cultural District". Other property owners in the Cultural District will be encouraged to view the calendar in planning their events and arrange to have their large events noted on the calendar for planning purposes.

- B. No Requirement to Remove Existing Signage-The above in no way requires the removal of existing signage

#### IV. RESERVATIONS FOR SPACE

- A. Within the Cultural Center - The Cultural Center will manage all uses of the space within the Center.

- B. Within the Library - The Library will manage all uses of the space within the Library.

#### C. Outdoor Space Reservations

1. Reservations for use of the Cultural District are made by the organization as designated by the Cultural District Board.
2. Authority to Approve Outdoor Events - The authority to approve outdoor events is delegated to staff of the agency designated to manage reservations. If there is a request to deny an event, the request will come to the Cultural District Board for final determination. Consideration for denial may include: frequency of events, impact on the livability of the neighborhood and fitting within the context of cultural events.
3. Rental Income - Revenue from rental income for the Cultural Center Plaza returns to the Chehalem Cultural Center. Other revenue is retained by the organization designated to manage reservations and a report provided in January. The Cultural District Board will determine if any fees shall be returned to the City or CPRD beyond the costs associated with managing the reservations.

#### D. Outdoor Space Operations

1. Single Application - A single application will be required for reservations for the outdoor spaces. It includes the City of Newberg Festival Street Permit Application

for any events requiring street closures or the use of alcohol on Carnegie Court or the street. This application consolidates the street closure, alcohol use, parking plan, insurance, security, noise requirements and notification of affected parties into one permit.

- a . Insurance- Insurance riders for the City, CPRD, Chehalem Cultural Center, and the private property owners may be required for outdoor events and will be required for any events involving alcohol.

## V. PARKING PLAN FOR THE CULTURAL DISTRICT

- A. Parking Plan - A Parking Management Plan has been developed by the Newberg Cultural District Board and has been required by the City for further development of the Cultural Center. A parking action plan may be implemented for specific events as required by the Parking Management Plan.

## VI. REPORT REQUIREMENTS

- A. Annual Report - The Board shall provide a written annual report to the CPRD Board and to the City Council in the first quarter of each calendar year. The report shall include a description of activities and events within the District, a financial report, and a parking management report.
- B. Reports Posted to Website- Meeting agendas and minutes and Annual Report will be posted on the web site.

## VII. TERMINATION OF AGREEMENT

- A. This Agreement can be terminated as follows:
  - 1. At-will - By either party at will, without cause giving notice of termination prior to January 1 for termination as of June 30 during the term of the agreement. Nothing in this notice of termination shall prohibit the parties from mutually agreeing to terminate the agreement at any time.
  - 2. For Cause - The City or CPRD has the right to terminate the Agreement for cause after notice that either has not corrected the situation for which they are in violation of the contract within thirty (30) days after the notice.
  - 3. Notice - Notice required by the Agreement and under this paragraph will be mailed to the address indicated below for each party:

City Manager  
City of Newberg  
PO Box 970  
Newberg, OR 97132

Superintendent  
Chehalem Park and Recreation District  
125 S. Elliott Rd.  
Newberg, OR 97132

4. Liability for Payments - The City or CPRD will have no liability for any payments after termination of the Agreement.
5. Parking Management Plan - The Parking Management Plan will continue to be in effect until it is replaced by a new, agreed upon document, regardless of the termination of this agreement.

VIII. BUDGET LAWS OF THE STATE OF OREGON

The City of Newberg and the Chehalem Park and Recreation District are municipal corporations and are obligated under the budget laws of the State of Oregon known as the Local Budget Law. Any provision of the Agreement which is not in conformance with the Local Budget Law is null and void. Further, the City or CPRD cannot expend monies beyond the revenues received.

IN EVIDENCE THE UNDERSIGNED HAVE EXECUTED THIS AGREEMENT

CITY OF NEWBERG  
 414 E. First Street  
 Newberg, OR 97132  
 By Authority of  
 Resolution No. 2019-3543  
 (passed)

CHEHALEM PARK & RECREATION DISTRICT  
 125 S. Elliot Rd  
 Newberg, OR 97132  
 By Authority of  
*Motion*  
 (passed)

BY:

BY:

\_\_\_\_\_  
 Joe Hannan, City Manager      Date

\_\_\_\_\_  
 Don Clements, Superintendent      Date

Approved by Resolution No. 2019-3543

Approved by Motion No.

APPROVED AS TO FORM AND CONTENT:

\_\_\_\_\_  
 Truman Stone, City Attorney      Date

\_\_\_\_\_  
 John Bridges, CPRD Legal Counsel      Date

## **Parks Activity Report, February/March 2019**

### **Aquatic and Fitness Center**

Triplett Wellman is nearing completion of all Phases of the Chehalem Aquatic and Fitness Center. All but the final punch list remains. We opened the Fitness Center on February 18, 2019. A Memorial and Time Capsule will be placed to the South of the Peace pole in front of the Fitness Center by the end of March. The Grand opening of the Fitness Center was March 21, 2019. Bart Rierson; Master of Ceremonies, Casey Kulla; Yamhill County Commissioner, Jeanette Adlong; City of Dundee, Rick Rogers Mayor of Newberg, Steve Duch; Triplett Wellman, Erica Baggen; Scott Edwards Architecture, Jim McMaster, Mark Martin and Casey Creighton were speakers at the event.

Troy Kronewitter and the team at the Aquatic Center continue to monitor and refine the systems in the building for efficiency.

### **Cultural Center**

We have been working with Scott Edwards Architecture on Phase III of the Cultural Center. The Culinary Enrichment Center went out to Bid on January 24, 2019. 3 Bids were received on February 21, 2019. Low bid and Contract awarded to GDS General Construction for 585,625. Notice to Proceed March 11, 2019. Construction began immediately. A Completion date of July 22, 2019 was set on the project. Concrete floors have been cut for plumbing, plumbing installed, backfilled, compacted and concrete will be poured Monday March 25. Framing and Mechanical to follow.

### **Friends Park**

I have been working on permits for the construction of Friends Park (Oregon State Parks Grant). Construction slated to start in June, weather permitting. We have kept the community updated through emails and will have a community meeting as more is known. Community Playground Committee has met and decided on a Theme for the Playground. More to follow.

### **Sander Estate Park**

Chehalem Park & Rec has contracted Surveying work to Terra-Calc Land Surveying Inc. at the request of Scott Edwards Architecture for their work on a Master Plan for the Property. Filbert Trees to be removed August/September 2019.

### **Other District Buildings**

Ongoing cleaning, painting, and repairs to various District buildings

### **Parks**

We have been working with Casey McWilliams to install Rain Sensors on the irrigation systems in our Parks so that we may continue to control our irrigation costs.

Ball season is upon us. We have been able to keep the Parks mowed throughout the winter season with the Ventrac mowers and have been able to use our larger mower to mow the ball complexes. We will continue to work in the parks, spraying, stump grinding, pruning and removing hazardous trees.

We will continue to pressure wash entrances, sidewalks, playgrounds and buildings within the District.

### **Chehalem Glenn**

We continue to work with John Stiedel on the 3<sup>rd</sup> Nine Design for the course (Grading Plan complete).

We are in the process of procuring new Equipment for the Golf Course and Parks.

Andrew Stice is continuing work on the drainage and sand in the bunkers with the help of his staff, County work crew and community service "volunteers".

Aeration of Greens, Tees, Fairways set for April, Weather permitting.

## ***Parks Summary***    *Month of: February 2019*

<b><i>Park Name</i></b>	<b><i>Hours Worked</i></b>
<i>Armory</i>	50.50
<i>Billick/Dundee</i>	9.25
<i>Buckley Park</i>	0.50
<i>Central</i>	22.00
<i>College</i>	0.75
<i>Community Center</i>	18.75
<i>Crabtree</i>	1.50
<i>Crater Ball Fields</i>	8.75
<i>Elliott Road</i>	27.25
<i>Ewing Young</i>	2.50
<i>Falcon Crest Park</i>	0.50
<i>Fortune Park</i>	0.25
<i>Gail Park</i>	6.25
<i>Gladys</i>	1.25
<i>Golf Course</i>	2.50
<i>Herbert Hoover</i>	42.00
<i>Jaquith</i>	14.75
<i>Jaquith Ball Fields</i>	8.75
<i>Memorial/Scout House</i>	25.00
<i>Oak Knoll Park</i>	0.25
<i>Oaks Park</i>	0.50
<i>Pool</i>	58.00
<i>Pre-School</i>	18.00
<i>Pride Gas</i>	0.25
<i>Rotary Centennial Park</i>	1.75
<i>Schaad Park</i>	0.75
<i>Scott Leavitt</i>	1.00
<i>Senior Center</i>	59.00
<i>Spring Meadow</i>	2.25
<i>Steel Bldg</i>	3.00
<i>Transfer Station</i>	1.25
<i>vacation/holiday/sick/comp.</i>	132.00
<i>Youth building</i>	12.00
<b><i>Total</i></b>	<b><i>533.00</i></b>

Activity Financial Report - Feb '18/19		Department - Aquatics 451						
	REVENUE	Feb '17/18	Feb '18/19	Yr to Date '18	Yr to Date '19	Year End 16/17	Year End 17/18	Est June 18/19
<b>Aquatics - 451:</b>								
451.003 Youth Fitness								
451.007/291 Water Exercise		\$453.75	\$111.50	\$3,208.50	\$1,902.50	\$9,885.50	\$4,107.25	\$11,865.00
451.008 Weight Training		\$1,549.75	\$667.50	\$15,790.25	\$703.50	\$22,311.39	\$21,696.75	\$23,745.00
451.011 Private Swim Lessons		\$2,298.80	\$2,286.00	\$22,640.30	\$36,438.00	\$35,124.51	\$35,134.75	\$43,900.00
451.012 Optum Fitness Advantage*			\$548.00	\$120.00	\$1,253.00	-\$108.00	\$660.00	\$8,200.00
451.013 Water Safety		\$275.00		\$2,927.00	\$1,602.82	\$3,648.00	\$5,068.00	\$6,000.00
451.014 SilverSneakers - Tivity*		\$200.00	\$153.00	\$1,990.50	\$723.50	\$3,271.50	\$3,036.50	\$8,200.00
451.015 Silver&Fit - ASH*		\$2,833.55	\$1,557.00	\$18,061.55	\$6,567.00	\$15,644.02	\$21,049.55	\$8,200.00
451.016 Water Polo		\$5,359.00	\$411.00	\$13,692.99	\$17,167.21	\$16,924.58	\$20,736.64	\$10,000.00
451.017 GFU			\$4,900.00		\$33,526.00	\$12,658.25	\$10,000.00	\$36,775.00
451.018 Newberg High School								
451.019 School Districts				\$3,032.00	\$964.00	\$1,828.00	\$5,510.00	\$5,225.00
451.020 Locker Income								
451.021 Locker Rental		\$10.00		\$1,421.50		\$3,478.50	\$1,427.50	
451.023 Pool Rental		\$200.00	\$720.00	\$6,022.26	\$12,596.50	\$11,629.50	\$13,922.76	\$15,300.00
451.024 Classroom Rental		\$160.00	\$1,350.00	\$1,994.50	\$7,516.75	\$3,477.50	\$3,440.50	\$4,800.00
451.025 Sauna/Spa		\$472.50	\$702.50	\$3,371.40	\$4,301.40	\$5,970.00	\$5,109.70	
451.026 Special Events					\$80.00			\$1,500.00
451.027 Repasses					\$150.00			
451.061 Vending		\$59.42		\$643.13	\$31.50	\$1,547.13	\$2,459.36	\$2,420.00
451.200 Aquatics Misc					\$200.00		\$25.00	
451.280/293 Sales		\$603.00	\$572.00	\$4,269.25	\$4,528.75	\$7,104.72	\$6,174.76	\$10,000.00
451.281 CST/CVA		\$9,000.00	\$15,298.00	\$9,544.50	\$15,430.00	\$12,737.00	\$12,544.50	\$18,000.00
451.282 Swim Lessons		\$10,374.50	\$11,824.50	\$77,294.99	\$101,142.00	\$121,337.67	\$126,291.39	\$154,515.00
451.283 Lap Swim		\$693.50	\$1,237.00	\$5,354.45	\$12,098.42	\$7,950.18	\$8,937.45	\$9,145.00
451.284 Public Swim		\$2,127.75	\$7,632.52	\$18,371.38	\$99,277.20	\$29,517.08	\$46,059.22	\$96,125.00
451.285 Equipment Rental				\$25.00		\$56.25	\$889.00	
451.286 Membership Sales		\$8,700.50	\$19,673.05	\$69,493.25	\$109,257.47	\$102,851.87	\$109,348.50	\$192,076.00
451.287 Weight Room		\$803.00	\$990.50	\$6,195.98	\$1,170.50	\$9,908.67	\$8,186.48	\$10,500.00
451.289 Punch Cards - General		\$622.00	\$1,493.00	\$5,376.00	\$17,379.50	\$7,819.00	\$11,324.00	\$12,425.00
451.290 Gift Certificates						\$56.00		
451.292 Scholarship (Swim Lessons)						\$35.00		
451.293 Basketball Drop-In			\$411.00		\$411.00			
451.294 Indoor Kayak		\$110.00		\$875.00	\$3,247.00	\$1,112.00	\$1,095.00	
451.296 Patio Rental		\$550.00		\$550.00	\$90.00	\$140.00	\$550.00	
<b>TOTAL AQUATIC REVENUE</b>		\$47,456.02	\$72,538.07	\$292,240.68	\$489,780.52	\$447,915.82	\$484,988.56	\$688,916.00

Activity Financial Report - Feb '18/19

Department - Aquatics 451

EXPENDITURES	Feb '17/18	Feb'18/19	Yr to Date '18	Yr to Date '19	Year End 16/17	Year End 17/18	Est June 18/19	
<b>Aquatics - 451:</b>								
<b>Personnel Services</b>								
Aquatic Supervisor		\$1,434.12		\$11,472.96		\$3,585.30	\$17,168.00	
Secretary I	\$1,532.41	\$1,978.01	\$8,425.53	\$12,813.33		\$14,093.85	\$29,985.00	
Secretary II	\$2,570.49	\$2,651.44	\$118,754.51	\$20,149.64	\$28,224.82	\$28,365.87	\$22,360.00	
Aquatic Coordinator	\$3,383.60	\$3,513.64	\$27,020.26	\$28,043.90	\$39,282.25	\$40,500.98	\$42,164.00	
Aquatics Specialist		\$2,887.87		\$22,958.99		\$3,920.10	\$34,688.00	
Guards	\$6,917.36	\$1,413.60	\$45,854.51	\$125,427.33	\$54,942.82	\$80,079.31	\$244,395.00	
Cashiers	\$3,057.84	\$3,875.42	\$25,658.14	\$32,553.89	\$45,258.79	\$39,227.41	\$73,133.00	
Instructors	\$2,767.00	\$3,772.37	\$26,192.96	\$35,699.84	\$42,384.80	\$41,042.78	\$79,670.00	
Coaches	\$120.43		\$1,784.33	\$261.81	\$5,423.88	\$5,641.23	\$1,700.00	
Carlton Contracts								
<b>Total Personnel Services</b>		\$20,108.27	\$31,526.47	\$253,690.24	\$289,381.69	\$215,517.36	\$256,456.83	\$545,263.00
<b>Materials &amp; Services:</b>								
Office Supplies	\$110.00	\$317.89	\$1,666.96	\$2,315.48	\$3,088.00	\$3,221.11	\$5,510.00	
Postage Supplies	\$2.50	\$11.00	\$336.02	\$101.06	\$768.35	\$1,019.15	\$4,450.00	
Program Supplies	\$8.98	\$2,055.61	\$2,138.21	\$5,258.51	\$11,029.94	\$7,282.11	\$15,000.00	
Chemical & Agricultural Supplies	\$712.32	\$1,607.31	\$10,428.83	\$21,772.72	\$21,096.53	\$15,707.09	\$29,900.00	
Store Supplies			\$1,710.91	\$3,515.39	\$5,590.64	\$1,769.71	\$7,500.00	
Gas & Oil Supplies				\$21.85		\$769.54		
Classifieds						\$24.91	\$625.00	
Brochure	\$200.00		\$466.56		\$757.39	\$733.43	\$1,450.00	
Flyers	\$66.88	\$55.98	\$1,067.09	\$613.02	\$1,180.29	\$1,437.74	\$4,850.00	
Professional Dues	\$281.00	\$134.85	\$1,083.75	\$3,433.18	\$2,269.25	\$1,772.00	\$3,810.00	
Conference/Workshops			\$1,101.95	\$1,178.67	\$787.15	\$1,101.95	\$1,200.00	
Staff Mileage			\$180.23	\$176.75	\$144.43	\$180.23	\$350.00	
Staff Expenses			\$405.75	\$932.74	\$190.67	\$520.71	\$1,000.00	
<b>Utilities:</b>								
Electricity	\$5,786.52	\$12,275.40	\$34,598.90	\$153,159.61	\$56,114.74	\$66,446.12	\$62,920.00	
Natural Gas	\$10,213.09		\$40,818.98	\$18,958.07	\$67,474.71	\$67,856.07	\$77,055.00	
Water/Sewer	\$3,065.02	\$664.44	\$22,699.41	\$23,101.77	\$32,082.29	\$35,804.59	\$45,375.00	
Telephone	\$205.00	\$274.34	\$1,656.77	\$2,301.02	\$3,119.96	\$2,896.60	\$3,780.00	
DOE Repayment								
Fees (activenetbank/cc)	\$2,512.36	\$4,166.79	\$22,733.09	\$29,014.80	\$27,077.08	\$34,085.46	\$37,910.00	
Structure Maint Repair				\$2,574.40		\$468.77		
Prof & Contract Services								
Program Contracts 451.390.003	\$1,837.49		\$9,439.65	\$251.26	\$20,226.29	\$20,020.94	\$22,000.00	
Insurance Services			\$26,528.09	\$43,077.17	\$24,819.76	\$26,528.09	\$33,766.00	
Equipment Maint Contract								
Refunds			\$7.00	\$131.00	\$273.50	\$108.60	\$450.00	
Equipment Rental								
Buildings & Structures								
<b>Total Materials &amp; Services</b>	\$25,001.16	\$51,094.93	\$179,076.00	\$306,717.82	\$278,090.97	\$289,754.92	\$358,901.00	
<b>TOTAL AQUATIC EXPENDITURES</b>	\$45,109.43	\$82,621.40	\$432,766.24	\$596,099.51	\$493,608.33	\$546,211.75	\$904,164.00	



## Adult Sports

March 2019 Activity Report, Department 452

Department 452 Participation Tracking	February 2019	
Activity	Participants	Participant Hours
Adult City League	100	600
Safety Meeting	10	8
Participation Total	110	608
Department 452 Financial Tracking	February 2019	
Supervisory Staff Expense	565.00	
Administrative Staff Expense	1815.00	
Part Time Staff Expense	655.00	
Material Expense	2515.00	
Total Expense	5550.00	
Program Revenue	1450.00	
Net	(4100.00)	
Cost Per Participant	(37.27)	
Cost Per Participant Hour	(6.75)	

### Department 452 – Adult Sports

**We are in the middle of the season for Adult City league basketball. The CPRD team is currently undefeated. We have had great success this season with the league being very competitive, and everyone involved from staff to players have made it very enjoyable.**

**Next month we will open registration for Adult Men’s league softball.**



## Youth Sports

March 2019 Activity Report, Department [453](#)

<b>Department 453 Participation Tracking</b>	<b>February 2019</b>	
<b>Activity</b>	<b>Participants</b>	<b>Participant Hours</b>
Tiger Paw	185	500
Junior Tiger	300	2000
Elite Basketball	120	1500
<b>Total</b>	<b>605</b>	<b>4000</b>

<b>Department 453 Financial Tracking</b>	<b>February 2019</b>	
Supervisory Staff Expense	1925.00	
Administrative Staff Expense	3785.00	
Part Time Staff Expense	2200.00	
Program/Materials Expense	105000.00	
<b>Total Expense</b>	<b>16430.00</b>	
Program Revenue	16970.00	
<b>Net</b>	<b>540.00</b>	
Cost Per Participant	.90	
Cost Per Participant Hour	.15	

### Department 453 – Youth Sports

The month of February marks the end of our 3 youth basketball programs. We had record numbers in participants, teams and games played. Registration has opened for Lacrosse, Track and Softball. We look forward to another great spring filled with youth sports.

February 2018 Activity Report Department  
 454 Recreation,  
 456 Senior Center,  
 457 Community School

454 Recreation	Feb-19	Fiscal year
Supervisory Staff Expense	595.62	4764.96
Recreation Coordinator	1,858.60	12208.36
Part Time Staff Expense	2485.42	16952.16
Fringe	1882.21	12258.92
program Expense	4284	22996.1
Utilities Expense		0
Total Expense	11105.85	69180.5
Program Revenue	10328.74	45700.85
Rental Revenue	0	0
Net	777.11	23479.99

456 Senior Center	Feb 19	Fiscal year
Recreation Coordinator	1179.76	12072.05
Senior Center Specialist	2378.22	18985.03
Part Time Staff Expense	0	719.84
Fringe	1989.91	17123.3
program Expense	708.15	11286.39
Utilities Expense	35,492.39	51698.14
Total Expense	41748.43	111884.75
Program Revenue	2677	22685.36
Rental Revenue	2174	33730.2
Net	-36,897.43	-20302.62

457 Community School	Feb-19	Fiscal year
Supervisory Staff Expense	727.98	5823.84
Admin Staff Expense	903.76	5729.7
Part Time Staff Expense	326.03	2246.88
Fringe	1883.18	11896.28
program Expense	0	0
Utilities Expense	3840.95	25696.7
Total Expense	4743	23992
Program Revenue	0	0
Rental Revenue	-902.05	1695.7
Net	727.98	5823.84

Notes:

Community School Jan and Feb Programing. 135 participants are currently enrolled and participating in community school after school enrichment programs. With 34 students participating in our grade school computer coding program. 54 students in performing arts, and 17 taking Taekwondo.

The Recreation Department held its 17<sup>th</sup> annual Father Daughter Dance. Our Father Daughter Dance was originally scheduled for Sat Feb 9<sup>th</sup> but unfortunately winter snow prevented us from holding the event on its scheduled day. The dance was postponed to Fed 23<sup>rd</sup>. Our Chehalem Armory hosted 248 dads and daughters for a fairytale evening of twinkling lights, music, dancing, pictures, and dinner.

AARP Tax Clinic at the Senior Center  
 IN January the senior center started to take appointments for our annual tax preparation clinic. Once a week for 12 weeks, AARP volunteer tax preparers offer free state and federal tax preparation and will submit returns online. By the end of this seasons tax clinic, the senior center and AARP will have worked together to submit roughly 144 free tax returns for older adults in our community.

Three snow days forced Community School and Recreation Programs to cancel scheduled class meeting dates. In most cases we allotted partial refunds for the missed time. We were able to extend some of our music classes to make up for missed time.

Respectfully Submitted by  
 Matthew Compton-Recreation and Care Coordinator

## February 2019 Activity Report

455 Care	Feb 2019	Fiscal Year To Date
Supervisory Staff	595.62	4764.96
Recreation Coordinator	915.04	7320.32
Care Director	0	14779.43
Care Technician	702.74	5272.51
Part Time Staff Expense	20437.63	155972.36
Fringe	3319.39	27144.15
program Expense	11095.55	57034.38
Utilities Expense		0
Total Expense	37065.97	272288.11
Program Revenue	30985.86	373967.98
Rental Revenue	0	.0
Net	6080.11	-101679.87

### Care Registration.

Current Enrollment for the school year.

Pre-School, 30 students

Pre K at the Community Center, 28 students

Antonia Crater Care, 103 students

Edwards, 95 students

Ewing Young, 36 students

Dundee, 72 students

Mable Rush, 88 students

Joan Austin, 56 students

519 total students registered for our school year care program.

CPRD Care is nearing completion if its DHS Care Provider Renewals for all sites.

In addition to CPRD's Background checks, each care staffer has completed and passed DHS's background checks.

All 7 of our care sites have passes our

DHS/Department of Edu facility inspections.

All of our care sites should become DHS eligibility subsidy eligible very soon.

We had 3 snow days that effected Care in Feb. 2 of those days, morning care had already opened by the time the school district elected to close facilities. Our staff did a really nice job of opening those sites on difficult mornings and extending hours at those sites until parents were able to pick up their children.

We had all day care days scheduled for Feb 1<sup>st</sup> and Feb 28<sup>th</sup> to help families who need child care during these school off days.

Activities included a field trip to the aquatics center and we hosted a Nerf Battle Party at Mable Rush Elementary.

Respectfully Submitted by  
Matthew Compton Recreation  
and Care Coordinator

474 Pre School	Feb 2019	Fiscal Year To Date
Supervisory Staff	0	0
Admin Staff Expense	0	0
Pre School Instructor	1269	14163.64
Fringe	718.09	5640.97
program Expense	1703.86	4121.63
Utilities Expense	108.67	2291.12
Total Expense	3799.62	23229.17
Program Revenue	1510	23749.85
Rental Revenue	0	0
Net	2289.62	-931.06

## February

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	19 v 18	% Diff
<i>Dry Days</i>	11	11	9	12	7	16	11	6	12	10		
<b>Starts by Category</b>												
<b>Resident</b>	748	267	368	367	252	296	511	221	253	157	-96	-37.9%
<b>Non Resident</b>	1155	600	592	692	337	736	496	262	458	96	-362	-79.0%
<b>Group</b>	0	0	0	0	0	108	71	0	0	0	0	0.0%
<b>League</b>	40	30	29	31	15	22	32	7	20	6	-14	-70.0%
<b>Complimentry</b>	218	104	187	230	159	166	196	90	211	101	-110	-52.1%
<b>Misc/Promotional</b>	277	376	388	390	164	532	429	171	232	148	-84	-36.2%
<b>Total Starts</b>	<b>2438</b>	<b>1377</b>	<b>1564</b>	<b>1710</b>	<b>927</b>	<b>1860</b>	<b>1735</b>	<b>751</b>	<b>1206</b>	<b>508</b>	<b>-698</b>	<b>-57.9%</b>
<b>Revenue</b>												
<b>Green Fees</b>	\$ 46,254	\$ 25,704	\$ 25,684	\$ 32,265	\$ 13,485	\$ 29,796	\$ 20,921	\$ 9,176	\$ 13,565	\$ 5,316	\$ (8,249)	-60.8%
<b>Driving Range</b>	\$ 5,732	\$ 3,585	\$ 3,245	\$ 4,265	\$ 1,463	\$ 3,418	\$ 3,251	\$ 1,974	\$ 2,967	\$ 1,559	\$ (1,408)	-47.5%
<b>Rentals</b>	\$ 11,521	\$ 5,277	\$ 7,101	\$ 6,818	\$ 2,705	\$ 7,410	\$ 7,502	\$ 2,754	\$ 4,539	\$ 1,697	\$ (2,842)	-62.6%
<b>Golf Shop</b>	\$ 4,657	\$ 3,755	\$ 2,416	\$ 4,702	\$ 2,264	\$ 3,296	\$ 3,638	\$ 1,308	\$ 1,814	\$ 1,052	\$ (762)	-42.0%
<b>Snack Bar</b>	\$ 9,876	\$ 4,542	\$ 5,050	\$ 5,140	\$ 2,446	\$ 6,754	\$ 4,988	\$ 2,433	\$ 3,756	\$ 1,451	\$ (2,305)	-61.4%
<b>Instruction</b>	\$ 788	\$ 661	\$ 655	\$ 1,595	\$ 415	\$ -	\$ 140	\$ 60	\$ -	\$ -	\$ -	0.0%
<b>Miscellaneous</b>	\$ 1,110	\$ 616	\$ 1,605	\$ 2,124	\$ 932.00	\$ 609	\$ 2,541	\$ 446	\$ 720	\$ 529	\$ (191)	-26.5%
<b>Total Revenue</b>	<b>\$ 79,938</b>	<b>\$ 44,140</b>	<b>\$ 45,756</b>	<b>\$ 56,909</b>	<b>\$ 23,710</b>	<b>\$ 51,283</b>	<b>\$ 42,980</b>	<b>\$ 18,151</b>	<b>\$ 27,361</b>	<b>\$ 11,604</b>	<b>\$ (15,757)</b>	<b>-57.6%</b>
<b>\$ per Start</b>												
<b>Green Fees \$ per Start</b>	\$ 18.97	\$ 18.67	\$ 16.42	\$ 18.87	\$ 14.55	\$ 16.02	\$ 12.06	\$ 12.22	\$ 11.25	\$ 10.46	\$ (0.78)	-7.0%
<b>Driving Range \$ per Start</b>	\$ 2.35	\$ 2.60	\$ 2.07	\$ 2.49	\$ 1.58	\$ 1.84	\$ 1.87	\$ 2.63	\$ 2.46	\$ 3.07	\$ 0.61	24.7%
<b>Rentals \$ per Start</b>	\$ 4.73	\$ 3.83	\$ 4.54	\$ 3.99	\$ 2.92	\$ 3.98	\$ 4.32	\$ 3.67	\$ 3.76	\$ 3.34	\$ (0.42)	-11.2%
<b>Golf Revenue \$ per Start</b>	\$ 26.05	\$ 25.10	\$ 23.04	\$ 25.35	\$ 19.04	\$ 21.84	\$ 18.26	\$ 18.51	\$ 17.47	\$ 16.87	\$ (0.60)	-3.4%
<b>Golf Shop \$ per Start</b>	\$ 1.91	\$ 2.73	\$ 1.54	\$ 2.75	\$ 2.44	\$ 1.77	\$ 2.10	\$ 1.74	\$ 1.50	\$ 2.07	\$ 0.57	37.7%
<b>Snack Bar \$ per Start</b>	\$ 4.05	\$ 3.30	\$ 3.23	\$ 3.01	\$ 2.64	\$ 3.63	\$ 2.87	\$ 3.24	\$ 3.11	\$ 2.86	\$ (0.26)	-8.3%
<b>Concession Revenue</b>	\$ 5.96	\$ 6.03	\$ 4.77	\$ 5.76	\$ 5.08	\$ 5.40	\$ 4.97	\$ 4.98	\$ 4.62	\$ 4.93	\$ 0.31	6.7%
<b>Total Revenue \$ per Start</b>	\$ 32.79	\$ 32.06	\$ 29.26	\$ 33.28	\$ 25.58	\$ 27.57	\$ 24.77	\$ 24.17	\$ 22.69	\$ 22.84	\$ 0.16	0.7%
<b>GolfNow Barter Rounds</b>	40	47	0	12	58	104	79	59	88	33	-55	-62.5%

Numbers down across the board due to weather. There were 10 dry days, but most it was a cold/windy/snowy month overall. 10 days we didn't get out of the 30s for high temperatures, which were some of the dry days we had.

YTD through February

	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY18 v FY17	% Diff
<b>Starts by Category</b>										
Resident	4051	3092	3327	3996	3223	4292	4909	5130	221	4.5%
Non Resident	13878	9696	11528	10310	8806	9399	7437	4903	-2534	-34.1%
Group	2637	3027	2331	1656	1969	1651	1030	1517	487	47.3%
League	571	402	385	369	362	382	289	98	-191	-66.1%
Complimentary	1462	1542	1560	1729	1408	1529	1206	1128	-78	-6.5%
Misc/Promotional	3577	6222	3570	2261	6249	5241	6212	8417	2205	35.5%
<b>Total Starts</b>	<b>26176</b>	<b>23981</b>	<b>22701</b>	<b>20321</b>	<b>22017</b>	<b>22494</b>	<b>21083</b>	<b>21771</b>	<b>-1411</b>	<b>-6.7%</b>
<b>Revenue</b>										
Green Fees	\$ 552,806.00	\$ 515,843.00	\$ 500,509.00	\$ 409,787.00	\$ 472,206.00	\$ 467,026.73	\$ 430,777.00	\$ 459,208.00	\$ 28,431.00	6.6%
Driving Range	\$ 52,809.00	\$ 43,300.00	\$ 44,154.00	\$ 37,734.00	\$ 36,007.00	\$ 38,724.00	\$ 35,684.00	\$ 42,724.00	\$ 7,040.00	19.7%
Rentals	\$ 181,199.00	\$ 153,786.00	\$ 147,874.00	\$ 120,908.00	\$ 125,109.00	\$ 145,118.03	\$ 139,449.00	\$ 116,267.00	\$ (23,182.00)	-16.6%
Golf Shop	\$ 56,828.00	\$ 52,910.00	\$ 54,129.00	\$ 47,744.00	\$ 53,105.00	\$ 38,573.82	\$ 39,694.00	\$ 47,572.00	\$ 7,878.00	19.8%
Snack Bar	\$ 133,665.00	\$ 137,014.00	\$ 104,423.00	\$ 81,998.00	\$ 88,897.00	\$ 107,200.60	\$ 96,393.00	\$ 99,613.00	\$ 3,220.00	3.3%
Instruction	\$ 13,065.00	\$ 11,672.00	\$ 13,084.00	\$ 12,323.00	\$ 3,723.00	\$ 1,914.00	\$ 3,885.00	\$ 6,383.00	\$ 2,518.00	65.1%
Miscellaneous	\$ 29,114.00	\$ 34,677.00	\$ 36,100.00	\$ 638.00	\$ 10,221.00	\$ (12,079.94)	\$ 12,551.00	\$ 12,067.00	\$ (484.00)	-3.9%
<b>Total Revenue</b>	<b>\$ 1,019,486.00</b>	<b>\$ 949,202.00</b>	<b>\$ 900,273.00</b>	<b>\$ 711,132.00</b>	<b>\$ 789,268.00</b>	<b>\$ 786,477.24</b>	<b>\$ 758,413.00</b>	<b>\$ 783,834.00</b>	<b>\$ 25,421.00</b>	<b>3.4%</b>
<b>\$ per Start</b>										
Green Fees \$ per Start	\$ 21.12	\$ 21.51	\$ 22.05	\$ 20.17	\$ 21.45	\$ 20.76	\$ 20.43	\$ 21.09	\$ 0.66	3.2%
Driving Range \$ per Start	\$ 2.02	\$ 1.81	\$ 1.95	\$ 1.86	\$ 1.64	\$ 1.72	\$ 1.69	\$ 1.96	\$ 0.27	15.9%
Rentals \$ per Start	\$ 6.92	\$ 6.41	\$ 6.51	\$ 5.95	\$ 5.68	\$ 6.45	\$ 6.61	\$ 5.34	\$ (1.27)	-19.3%
Golf Revenue \$ per Start	\$ 30.06	\$ 29.73	\$ 30.51	\$ 27.97	\$ 28.77	\$ 28.94	\$ 28.74	\$ 28.40	\$ (0.34)	-1.2%
Golf Shop	\$ 2.17	\$ 2.21	\$ 2.38	\$ 2.35	\$ 2.41	\$ 1.71	\$ 1.88	\$ 2.19	\$ 0.30	16.1%
Snack Bar	\$ 5.11	\$ 5.71	\$ 4.60	\$ 4.04	\$ 4.04	\$ 4.77	\$ 4.57	\$ 4.58	\$ 0.00	0.1%
Concession Revenue	\$ 7.28	\$ 7.92	\$ 6.98	\$ 6.38	\$ 6.45	\$ 6.48	\$ 6.45	\$ 6.76	\$ 0.31	4.7%
<b>Total Revenue \$ per Start</b>	<b>\$ 38.95</b>	<b>\$ 39.58</b>	<b>\$ 39.66</b>	<b>\$ 34.99</b>	<b>\$ 35.85</b>	<b>\$ 34.96</b>	<b>\$ 35.97</b>	<b>\$ 36.00</b>	<b>\$ 0.03</b>	<b>0.1%</b>
GolfNow Barter Rounds	215	168	340	646	840	973	1022	1108	86	8.4%

March, 24, 2019

Dear Don and All of C.P.R.D,

Thank you from the bottom of my heart for the honor and recognition you have bestowed on me by naming a meeting room in my honor.

I'm overwhelmed with the outpouring of good wishes! Thank you just doesn't seem to be enough.

It takes so many people to work diligently and focused on making such a fantastic park and recreation district for a community. This community is so blessed.

Sincerely,

Lynne Patrick

**Subject:** Form submission from: Contact Us

**Date:** Thursday, March 7, 2019 at 3:34:41 PM Pacific Standard Time

**From:** Chehalem Park & Recreation District via Chehalem Park & Recreation District

**To:** Kat Ricker

Submitted on Thursday, March 7, 2019 - 3:34pm

Submitted by anonymous user: 172.16.64.19

Submitted values are:

First Name: Sharon

Last Name: Hundley

Email: [dash1@earthlink.net](mailto:dash1@earthlink.net)

Question/Comment:

Hi Guys, Just wanted to thank you so much for cleaning up Scott Leavitt Park today!! Your guy is working his head off!! It looks amazing and the best I have ever seen it look in the 35 plus years we have lived here! Please thank your guy! I was going to thank him in person but he is working so diligently I didn't want to interrupt him. His efforts and hard work are sincerely appreciated.

Thanks again,

Sharon Hundley

The results of this submission may be viewed at:

<https://www.cprdnewberg.org/node/7/submission/1921>

2:45  
3/21/19



**Board of Directors Application**

Name Nicholas Morare

Address 2201 Oak Dr. Newberg

Phone 503-853-2645

Email nicks@veterans1st.us

Resident of CPRD District  YES  NO

(A link to the CPRD boundary map can be found at the bottom of the CPRD homepage at [www.cprdnewberg.org](http://www.cprdnewberg.org).)

**Reason for desiring placement on the Board of Directors**

(Attach additional sheets if necessary.)

CPRD provides a needed asset to our Community that is enjoyed by many. Having concerns from many citizens of Newberg, I decided to involve myself with this organization and understand how CPRD functions. Being on the board of directors will allow me to show complete transparency to all Communities involved with CPRD. I hope to be a voice of the people and grow this organization to serve the public even more so than it already has. From trails and parks to the incredible youth sports program, my goal is to bring CPRD to its full potential for everyone to enjoy.

**Other Community Involvement**

(Attach additional sheets if necessary.)

Newberg Citizen Rate Review Committee

Signature

Date 3-20-19



March 20th, 2019

To Whom It May Concern,

You are invited to a presentation of a proposed public mural in downtown Newberg on the 20th of March.

George Fox University, is in collaboration with the Newberg Rotary Noon club, will be painting a mural on the north and east wall facing the Library and the Cultural Center of The Library Annex, near downtown Newberg. This mural will involve the Newberg Rotary Noons ideals of community, service, and connection, along with the artist ideals, of wonder, curiosity, and interactive art. This will be accomplished through color, design, and style, the artists aim to convey these ideas as well as make an aesthetic addition to the Newberg community and cityscape.

There will be an open Forum for the community to learn more about this mural and ask questions of the artists. If you wish to attend, it will be on Wednesday, March 20th at 6- 6:45pm at George Fox campus in the Lemmons Lecture Hall. Please join us, there is no need to RSVP.

Sincerely,  
The Mural Group

Along with Prof. Luke Zimmerman and Geoff Gilbert of the Newberg Noon Rotary