

**CHEHALEM PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
CHEHALEM ADMINISTRATION OFFICE
125 S. ELLIOTT ROAD
NEWBERG, OREGON
APRIL 25, 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 March 28; 2019 Budget Committee Meeting April 2, 2019
 - B. Approval of Bills Payable
 - C. Approval of March Financials
- V. Public Participation**
 - A. Pickle Ball Request
 - B. Others not on Agenda
- VI. Action Items/Committee Reports/Board Comments**
 - A. George Fox Request in Reduction of SDC's
 - B. Locust Street LID authorize payment \$62,545.22
 - C. Discussion of Crabtree Park
 - D. Discussion of Accepting County Landfill Property
 - E. 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 May 23, 2019.

DO NOT FORGET PUBLIC HEARING ON BUDGET MAY 23, 2019 AT 6 P.M.

To: Board of Directors
From: Superintendent
Date: April 22, 2019
Re: Background information for April 25, 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 (5-11) for Regular Meeting Minutes of on March 28, 2019 and Budget Committee Minutes April 2, 2019

RECOMMENDATION: Approval of Regular Board Meeting Minutes for March 28, 2019 and Budget Committee Minutes for April 2, 2019

- B. Approval of Bills Payable-Bills Payable summary is on page (12-13) 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 \$335,876.59 General Fund, \$0.00 Capital Pool Construction and Loan Fund, \$3,329.77 SDC Fund, \$153.15 Foundation.

- C. Approval of March 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 (14) for review.

RECOMMENDATION: Approve March Financials.

V. **PUBLIC PARTICIPATION**

- A. Pickle Ball – Requested to be on agenda, Please see page (15-16).

B. 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 – We have not received any new information.

RECOMMENDATION: Approve reduction to \$487,660.75

- B. Locust Street LID – Please see pages (17-20)

RECOMMENDATION: Authorize Superintendent to sign and pay prior to June 1 2019 \$62,545.22..

- C. Discussion of Crabtree Park – Please see page (21-44) for information.

- D. Discussion of Acquiring Land fill Property from Yamhill – Please see pages (45-46).

RECOMMENDATION: Authorize Superintendent to continue discussion with County

- E. 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 03/31/17-18	AS OF 03/31/18-19	DIFFERENCE
TOTAL EXPENDITURES	\$ 4,120,305.03	\$ 4,316,484.95	\$ 196,179.92
TOTAL OPERATION EX.	\$ 3,393,945.25	\$ 3,887,684.70	\$ 493,739.45
TOTAL CAP/AQ/DEV/TRS	\$ 726,359.78	\$ 428,800.25	<\$ 297,559.53>
TOTAL REVENUE	\$ 6,106,558.48	\$ 8,508,411.63	\$ 2,401,853.15
TOTAL TAXES	\$ 2,683,145.06	\$ 2,928,986.96	\$ 245,841.90
TOTAL FEES & CHARGES	\$ 2,073,360.44	\$ 2,307,321.32	\$ 233,960.88
TOTAL OTHER REVENUE	\$ 37,914.00	\$ 196,707.70	\$ 158,793.70
BEGINNING BALANCE	\$ 1,312,138.98	\$ 3,075,395.65	\$ 1,763,256.67
<u>BALANCE</u>	<u>\$ 1,986,253.45</u>	<u>\$ 4,191,926.68</u>	<u>\$ 2,205,673.23</u>

DESCRIPTION	<u>SDC FUND SUMMARY</u>		
	AS OF 03/31/17-18	AS OF 03/31/18-19	DIFFERENCE
BEGINNING BALANCE	\$ 347,665.46	\$1,323,140.24	\$ 975,474.78
INTEREST	\$ 1.39	\$ 1,939.45	\$ 1,938.06
CITY OF NEWBERG	\$ 294,022.51	\$ 753,669.67	\$ 459,647.16
CITY OF DUNDEE	\$ 21,364.00	\$ 18,209.38	<\$ 3,154.62>
COUNTY OF YAMHILL	\$ 98,678.24	\$ 63,451.89	<\$ 35,226.35>
TOTAL REVENUE	\$ 761,731.60	\$2,160,410.63	\$ 1,398,679.03
TOTAL EXPENDITURE	\$ 550,531.75	\$ 56,749.89	<\$ 493,781.86>
<u>BALANCE</u>	<u>\$ 211,199.85</u>	<u>\$2,103,660.74</u>	<u>\$ 1,892,460.89</u>

Please note the operational cost is up about \$493,739.45. The operational revenue is up about \$233,960.88. If trend continues our ending balance may decrease in General Fund.

- B. Surintendent Report – Please see pages (47-51).
- C. Staff Reports – Please see pages (52-62)

IX. **CORRESPONDENCE**

- A. Citizens Comments/Evaluations – Please see page (63-70).
- B. Miscellaneous Information – Please see page (71-77)

X. **ADJOURNMENT.**

MAY 23, 2019 IS OUR NEXT SCHEDULED BOARD MEETING.

PLEASE REMEMBER THIS MEETING IS A PUBLIC HEARING FOR THE 2019-20 BUDGET.

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

- I. Peter Siderius called the meeting to order 6:00 p.m.

- II. Roll Call
 - Board members:
 - Peter Siderius
 - Bart Rierson
 - Don Loving
 - Mike Ragsdale
 - Lisa Rogers – Arrived 6:11 p.m.

 - CPRD Staff:
 - Don Clements, Superintendent
 - Jim McMaster, Park and Facilities Supervisor
 - Casey Creighton, Basic Services Supervisor
 - Julie Petersen, Special Services Supervisor
 - Kellan Sasken, Special Services/Golf Director

 - Public:
 - Sean Andries, Chehalem Cultural Center
 - Leah Griffith, City of Newberg/Newberg Cultural District Executive Board
 - Sarah Moore, Edwards Elementary School Volunteer Organization
 - Meghan Rogers-Czarnecki, Edwards Elementary School Volunteer Organization
 - Jeremiah Horton, George Fox University

- III. Approval of agenda –
 - Moved Mike Ragsdale
 - Second Pete Siderius
 - Passed unanimously

- IV. Approval of consent agenda
 - a. Approval of minutes of regular Board meeting Feb. 28, 2019
 - b. Approval of bills payable
 - c. Approval of February financials
 - Moved Don Loving
 - Second Mike Ragsdale
 - Passed unanimously

V. Public participation

- a. Leah Griffith presentation on Newberg Cultural District 2018 Annual Report; she redistributed the hand out from the February packet. Impending project is an outdoor mural. Mike Ragsdale raised the question of who will take over the Christmas Tree Lighting after Griffith retires (this month); discussion – City staff is discussing this, Griffith said. Pete Siderius thanked Griffith for her 27 years of service.
- b. Sarah Moore presented request for funding for Edwards Elementary School playground: estimated cost of \$150,000; fundraising total to date \$50,000; request for CPRD match. For the remainder, Edwards Volunteer Organization is requesting in-kind donations of preparing the site and constructing the playground, and intends to continue fundraising. Discussion - Don Loving said he is in favor of urging Superintendent to grant the \$50,000; Lisa Rogers asked whether (Newberg School District) had responsibility in regard to Moore's described faulty equipment, and Moore said yes, that the district is now removing the faulty equipment; Rogers asked if CPRD could stipulate that a \$50,000 contribution should be matched by NSD. Siderius said we should expand the playground structure to suit the volume of children using it. Don Clements said he could assess the site with staffer Casey Creighton, together with NSD staffer Larry Hampton, and have a report before the Board at the next meeting, and probably not donate less than \$100,000. Mike Ragsdale emphasized that there should be adequate equipment for Special Needs children at this site, and urged Clements to consider putting a small line item to make a certain amount available to them per year to help with maintenance. Loving urged that if this happens, there be a sign identifying it as a project between CPRD and the volunteer group. Rierson said Moore has unanimous support for the project from the Board, and invited her to return to the next meeting. Clements said he will put this on the agenda for the April Chehalem Valley Future Focus Administrators' Committee. Sierius said this playground should be made a mecca for Special Needs children. Clements described that ADA accessibility is addressed throughout CPRD parks and must be by law, and assured the Board that staff will continue to try to address this in the future.
- c. Others not on agenda - None

VI. Action items/committee reports/Board comments

- a. George Fox University request for reduction of System Development Charges (SDCs) – Director of Plant Services Jeremiah Horton had requested discussion on CPRD's SDC fee for the residence facilities (see email in packet). Clements explained the formula used and the current fee structure. Horton said the GFU property is considered one piece, not multiple dwellings, and as he understood it, the fee is based on the exact

area being constructed to; however, he explained, this is mitigated by residence units removed, and this is not taken into account in the fee calculation. Siderius proposed that GFU pay its fee, and that money be earmarked for the aforementioned Edwards Elementary School playground; this topic will be discussed at the next Board meeting, ideally, together with the CFO. CPRD requested to know the amount of structures (not the amount of beds) removed. No motion was necessary.

b. Crabtree Park discussion – Attached:

- i. 1971 Memorandum Agreement (submitted to Yamhill County Department of Planning and Development) between CPRD and Chehalem Valley Sportsmen
- ii. 1968 25-year lease agreement between Yamhill County and CPRD, its reissue in 1993 for another 25 years, which expired in 2018 (Hence, currently there is no agreement in effect).

Mike Ragsdale said he had met with the party who had raised issue of noise on the shooting range, and requested it be tabled, as more work needed to be done before there could be discussion. The Board agreed to table it.

c. Intergovernmental Agreement on Newberg Cultural District – Attached is a request from the Newberg Cultural District Board for the CPRD Board to authorize the superintendent to enter into a new Intergovernmental Agreement between CPRD and City of Newberg for management of Newberg Cultural District. The IGA is also attached.

Clements recommended a motion to authorize Superintendent to sign IGA after he discusses it with John Bridges, legal counsel. Siderius asked what provisions are made for management if changes were to be made, such as with signage; discussion on authority of executive board.

Moved Mike Ragsdale

Second Lisa Rogers

Passed unanimously

d. Reports and comments from Board members

Peter Siderius – NHS students planted 150 oak trees on Hwy 219 wetland mitigation project/CPRD property, and another 300 would be planted on Saturday. The group also planted 140 trees and shrubs at the golf course, plus six birdhouses and interpretive signs. The group also purchased two pieces of gardening equipment with CPRD money.

Bart Rierson – Casey Creighton, Don Clements, and Bart met with Yamhill County planner, administrator, legal counsel, and the group sounded interested in landfill, and commissioner Casey Kulla said that in executive session, the commission had voted unanimously to transfer ownership to CPRD; the county has not yet decided whether to give it without charge, or rather for a nominal fee.

VII. Old business/project updates – See Staff Reports.

- VIII. From the superintendent's desk**
- a. **Financial report – Motion to approve financial report as presented**
 - Moved Don Loving
 - Second Mike Ragsdale
 - Passed unanimously

 - b. **Superintendent's report – Budget Committee meeting at 6 p.m. on Tuesday, April 2.**

 - c. **Staff reports – Julie Petersen reported on opening of Mark Martin Fitness Area, and on its usage, including new use by CARE from noon to 1 p.m., and other updates on sports and recreation, as included in her staff report in packet.**

Casey Creighton is still working on Friends' Park permit process, and updated on the construction of the warming kitchen at Chehalem Cultural Center, and gave update on the aquatic side of the facility, and updates on ballfields, which he said are in pretty good shape now. Kat Ricker reported on grand opening of fitness area, and Mike Ragsdale complimented her work.

Kellan Sasken gave update – aeration should begin in a few weeks, and staffing would be increased soon with the beginning of spring season.
- IX. Correspondence**
- A. **Citizen comments/evaluations – None**
- X. Adjournment – Don Loving moved to adjourn 7:23 p.m.**

Respectfully Submitted,

Kat Ricker, Public Information Director

MINUTES
Chehalem Park & Recreation District Budget Committee
Annual Budget Meeting
125 S. Elliott Road
Newberg, OR 97132
6:00 p.m. April 2, 2019

I. Meeting called to order by Mike McBride, 6:00 p.m.

A. Budget Committee Members

Present

Mike McBride
Elizabeth Comfort
Elijah Dickson
Bob Phillips
Andrew Yinger

B. Board of Directors

Present

Don Loving
Lisa Rogers
Pete Siderius

Excused

Mike Ragsdale
Bart Rierson

C. CPRD Staff

Present

Don Clements
Casey Creighton
Shy Montoya
Julie Petersen

D. Public

Nick Morace

II. Election of Budget Committee Officers

President: Mike McBride

Motion: Don Loving

Second: Pete Siderius

Approved unanimously

Vice President: Elizabeth Comfort

Motion: Andrew Yinger

Second: Lisa Rogers

Approved unanimously

Secretary: Bob Philips

Motion: Don Loving

Second: Pete Siderius

Approved unanimously

III. Budget message delivered by Budget Officer

Budget Officer Don Clements explained the Budget Overview.

IV. Discussion on budget

Committee and Board asked questions. Discussion had. Nothing to hold back proceeding to pass.

V. Motion made to pass the budget

Motion: Elizabeth Comfort

Second: Andrew Yinger

Approved unanimously

VI. Overview of funds

A. General Fund

B. Equipment & Major Maintenance Fund (no longer in use)

C. System Development Fund

D. Loan Service Fund

E. Bond Debt Fund

F. Pool Capital Fund

VII. Public input on budget

None

VIII. Approval of proposed Budget and tax rate

- A. Approval of Resolution Approving Levying Taxes at the rate of \$.9076 per \$1,000 of assessed value for operations for tax year 2019–20, with debt service in the amount of \$1,391,509.00 to be excluded from limitation.

Motion: Pete Siderius

Second: Lisa Rodgers

Approved unanimously

- B. Approval of 2019–20 Budget of \$12,695,607.00.

Motion: Elizabeth Comfort

Second: Don Loving

Approved unanimously

- C. Approval of Resolution Making Appropriations for 2019–20 grand total of funds of \$12,695,607.00.

Motion: Elizabeth Comfort

Second: Don Clements

Approved unanimously

Meeting adjourned at 7:05 p.m.

Submitted by

Shy Montoya, Administrative Coordinator

**GENERAL FUND
ACCOUNTS PAYABLE AND PAYROLL
UP TO APRIL 12, 2019**

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TYPE CHECKS</u>
118547-118586	\$ 51,303.76	ACCOUNTS PAYABLE
118587-118596		RESERVED FOR GOLF COURSE CHECKS
118597-118656	\$ 17,685.27	PAYROLL
DIRECT DEPOSIT	\$ 41,495.21	PAYROLL
DIRECT DEPOSIT	\$ 301.74	PAYROLL
118657-118734	\$ 108,319.82	ACCOUNTS PAYABLE
118735-118790	\$ 17,642.08	PAYROLL
DIRECT DEPOSIT	\$ 41,580.93	PAYROLL
118791-118793	\$ 126.25	ACCOUNTS PAYABLE
118044-118050(GOLF CHECK\$	2,038.69	ACCOUNTS PAYABLE
118587 GOLF CHECK	\$ 40.00	ACCOUNTS PAYABLE
1821-1828	\$ 55,867.33	WIRE TRANSFER
118684 <u>VOIDED</u>	- \$ 70.48	ACCOUNTS PAYABLE
118518 <u>VOIDED</u>	- \$ 140.00	ACCOUNTS PAYABLE
116760 <u>VOIDED</u>	- \$ 19.85	PAYROLL
116714 <u>VOIDED</u>	- \$ 19.85	PAYROLL
116018 <u>VOIDED</u>	- \$ 184.45	PAYROLL
115900 <u>VOIDED</u>	- \$ 89.86	PAYROLL
GRAND TOTAL	<u>\$ 335,876.59</u>	
<u>BREAKOUT</u>		
<u>ACCOUNTS PAYABLE</u>	\$ 161,618.04	
<u>PAYROLL</u>	\$ 118,391.22	
<u>WIRE TRANSFER</u>	\$ 55,867.33	

ACCOUNTS PAYABLE FOR SDC FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
1346	\$ 3,329.77	WH PACIFIC
1347 <u>VOIDED</u>		DUPLICATE CHECK TO WH PACIFIC
1348 <u>VOIDED</u>		CHECK TO US BANK
GRAND TOTAL	<u>\$ 3,329.77</u>	

ACCOUNTS PAYABLE FOR CAPITAL POOL CONSTRUCTION & POOL BOND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
NO CHECKS ISSUED		
GRAND TOTAL	<u>\$ 0.00</u>	
<u>BREAKOUT</u>		
<u>CAPITAL POOL CONST.</u>	\$ 0.00	
<u>POOL BOND DEBT</u>	\$ 0.00	

ACCOUNTS PAYABLE FOR FOUNDATION

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
108	\$ 23.25	US BANK (FOR TECH SOUP)
109	\$ 129.90	DORMERS
110 <u>VOIDED</u>		
GRAND TOTAL	<u>\$ 153.15</u>	

FINANCIAL OVERVIEW
GENERAL FUND SUMMARY

DESCRIPTION	AS OF 03/31/17-18	AS OF 03/31/18-19	DIFFERENCE
Total Operational Expense	\$ 3,393,945.25	\$3,887,684.70	\$ 493,739.45
Total Capital Outlay & Transfers	\$ 726,359.78	\$ 428,800.25	<\$ 297,559.53>
GRAND TOTAL EXPENSES	\$ 4,120,305.03	\$4,316,484.95	\$ 196,179.92
Total Tax Revenue	\$ 2,683,145.06	\$2,928,986.96	\$ 245,841.90
Total Fees & Charges Revenue	\$ 2,073,360.44	\$2,307,321.32	\$ 233,960.88
Total Other Revenue	\$ 37,914.00	\$ 196,707.70	\$ 158,793.70
Beginning Balance	\$ 1,312,138.98	\$3,075,395.65	\$ 1,763,256.67
GRAND TOTAL REVENUE	\$ 6,106,558.48	\$8,508,411.63	\$ 2,401,853.15

SDC FUND SUMMARY

DESCRIPTION	AS OF 03/31/17-18	AS OF 03/31/18-19	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 550,531.75	\$ 56,749.89	<\$ 493,781.86>
TOTAL REVENUE	\$ 414,066.14	\$ 837,270.39	\$ 423,204.25
BEGINNING BALANCE	\$ 347,665.46	\$1,323,140.24	\$ 975,474.78
GRAND TOTAL REVENUE	\$ 761,731.60	\$2,160,410.63	\$ 1,398,679.03

LOAN SERVICE FUND SUMMARY

DESCRIPTION	AS OF 03/31/17-18	AS OF 03/31/18-19	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 598,321.24	\$ 335,360.63	<\$ 262,960.61>
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
GRAND TOTAL REVENUE	\$ 630,020.33	\$ 367,885.94	<\$ 262,134.39>

EQUIPMENT AND MAJOR MAINTENANCE FUND SUMMARY

DESCRIPTION	AS OF 03/31/17-18	AS OF 03/31/18-19	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL REVENUE	\$ 0.00	\$ 0.00	\$ 0.00
BEGINNING BALANCE	\$ 0.00	\$ 0.00	\$ 0.00
GRAND TOTAL REVENUE	\$ 0.00	\$ 0.00	\$ 0.00

CAPITAL PROJECT POOL FUND SUMMARY

DESCRIPTION	AS OF 03/31/17-18	AS OF 03/31/18-19	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 9,877,642.39	\$ 5,901,085.19	<\$ 3,976,557.20>
GRAND TOTAL REVENUE	\$11,889,173.12	\$ 6,320,071.56	<\$ 5,569,101.56>

BOND LOAN SERVICE SUMMARY

DESCRIPTION	AS OF 03/31/17-18	AS OF 03/31/18-19	DIFFERENCE
GRAND TOTAL EXPENSES	\$ - 8.29	\$ 350,869.09	\$ 350,860.80
GRAND TOTAL REVENUE	\$ 1,258,368.43	\$ 1,360,932.07	\$ 102,563.64

Subject: Re: CPRD Board meeting

Date: Monday, April 15, 2019 at 8:54:06 AM Pacific Daylight Time

From: Peter Renwick

To: Kat Ricker

I want to have 2 more pickleball courts lined on the 2 tennis courts at Jaquith Park that are farthest from the parking lot. There are already 2 courts that are lined at the tennis nets. I propose adding one more per tennis court making 4 total Pickleball courts.

. It just means extending the lines that are already there. I also want to report on pickleball at the fitness center gym. Hope this makes sense

Thanks

Peter

Sent from my iPhone

On Apr 15, 2019, at 8:29 AM, Kat Ricker <kricker@cprdnewberg.org> wrote:

Hello Peter,

What is the subject you wish to address the Board on?

--

Kat Ricker

Public Information Director

Chehalem Park & Recreation District

971.832.4222 cprdnewberg <<http://cprdnewberg.org/>> | Instagram

<<https://www.instagram.com/chehalemparkandrecdistrict/?hl=en>> | Facebook

<<https://www.facebook.com/Chehalem-Park-and-Recreation-District-122193347719/>>

On 4/14/19, 11:12 AM, "Peter Renwick" <prenwick43@gmail.com> wrote:

Could you add me to the agenda for the board meeting on April 25th.

Thanks

Peter Renwick

503-351-0410

Sent from my iPhone

ADD

PETER RENWICK

TO

BOARD AGENDA

4-25

Subject: Re: CPRD Board meeting

Date: Monday, April 15, 2019 at 9:25:11 AM Pacific Daylight Time

From: Peter Renwick

To: Kat Ricker

I was instrumental in getting pickleball at the fitness center and I want to expand that to outdoor play at Jaquith. I am also registered with USA Pickleball Association as an ambassador for Newberg.

Sent from my iPhone

On Apr 15, 2019, at 8:55 AM, Kat Ricker <kricker@cprdnewberg.org> wrote:
Thank you, Peter. We will add you to the agenda. Do you have an affiliation?

--

Kat Ricker

Public Information Director

Chehalem Park & Recreation District

971.832.4222 cprdnewberg <<http://cprdnewberg.org/>> | Instagram

<<https://www.instagram.com/chehalemparkandreccdistrict/?hl=en>> | Facebook

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Peter Renwick

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Sent from my iPhone



April 10, 2019

Chehalem Park & Recreation District
Attn: Don Clements, Superintendent
125 S. Elliott Road
Newberg, OR 97132

RE: LID No. 2016-01 Final Assessment Notice

The City Council of Dundee adopted Ordinance No. 568-2019, levying final assessments for the Locust Street Local Improvement District (LID) No. 2016-01. Enclosed is the Notice of Final Assessment per the requirements of Dundee Municipal Code section 3.16.100. Please be advised unless payment in full is received at Dundee City Hall on or before **June 1, 2019**, owner(s) will need to file the enclosed application for making payment of the unpaid assessment balance in twenty semi-annual installments. The balance of assessments not paid in full or subject to an installment payment agreement filed with the City on or before June 1, 2019 shall be immediately due and payable and shall be charged interest at the rate of **12% per annum** until paid in full, including fees related to the collection and foreclosure of the assessment lien.

If you file the payment installment agreement, please note signatures of the owner(s) must be notarized. The City will provide notary service for this agreement at no cost, just call ahead at (503) 538-3922 to make arrangements with the notary. Also, you may contact me at Rob.Daykin@DundeeCity.org or (503) 538-3922 if you have any questions regarding the installment payment process.

Sincerely,

A handwritten signature in blue ink that reads "Rob Daykin".

Rob Daykin
City Administrator

Enc(s):

- Notice of Final Assessment
- Installment Payment Agreement

**CITY OF DUNDEE
APPLICATION AND AGREEMENT
TO PAY SPECIAL ASSESSMENT IN INSTALLMENTS**

To the City Recorder of the City of Dundee (City), Oregon:

In accordance with the provisions of Dundee Municipal Code Chapter 3.16, which relates to the assessment of property benefitted by public improvements and other obligations, **I HEREBY MAKE APPLICATION AND AGREE, JOINTLY AND SEVERALLY TO PAY** the cost of the improvements as has been determined and assessed by the Dundee City Council under Ordinance No. 568-2019 in twenty (20) equal semi-annual installments, plus the **\$25.00** semi-annual installment payment fee and interest at a rate of **3.5 percent per annum** on the balance of all unpaid assessments. Each installment shall be payable semi-annually on **DECEMBER 1** and **JUNE 1** each year until the total amount of the unpaid assessment with interest thereon is paid in full. The first such installment plus accrued interest from June 1, 2019 will be due and payable on **DECEMBER 1, 2019**. Payments received shall be applied in the following order:

1. Accrued Interest
2. Penalties
3. Semi-Annual Installment Fee
4. Assessment Balance

It is further understood and agreed that any amount in excess of any installment due, up to and including the remaining balance, may be paid at any time, without penalty or additional fees. Full payment of the remaining balance shall include any accrued interest and accrued penalties.

The City intends to mail a courtesy reminder notice approximately 30 days prior to the installment due date. However, failure to receive such notice by the owner(s) shall not relieve the owner(s) of their responsibility of remitting payment on or before the installment due date. Installment payments not paid on or prior to their due date shall be considered delinquent and assessed a penalty in an amount equal to five percent of the delinquent installment. If the owner(s) shall neglect or refuse to pay any of said installments and interest within thirty (30) days after the same shall have become due and payable, then the whole amount of the unpaid installments shall immediately due and payable and delinquent, and the assessment lien will be subject to foreclosure or any other remedy provided by law. Should the City be required to bring suite or action to collect on this agreement, the prevailing party will be entitled reasonable attorney's fees and costs to be fixed by the trial court, and if any appeal is taken from any decision of the trial court, such further sum as may be fixed by the appellate court, as reasonable attorney's fee in the appellate court.

The property assessed and the amount of the assessment to be paid in installments is the following:

Locust Street Local Improvement District No. 2016-01

LID Parcel No.	1
Tax Map/Tax Lot	R3325CC 00401
Property Address	700 SE Locust Street
Property Owner	Chehalem Park & Recreation District
Final Assessment	\$62,545.22

In consideration of the City's acceptance of this Agreement to pay this assessment in installments and as provided by state law and the Dundee Municipal Code, I/We as owner(s) of the above described property so assessed for myself/ourselves and my/our heirs, executors and assigns hereby expressly WAIVE all or any irregularities or defects, jurisdictional or otherwise, in the proceedings to make the above named improvements, and in the apportionment and assessment of the cost thereof on the property affected thereby.

SIGNED THIS _____ DAY OF _____, 2019.

By: _____

Name: _____

By: _____

Name: _____

STATE OF OREGON)

) ss.

County of _____)

The foregoing instrument was acknowledged before me on _____, 2019, by _____.

NOTARY PUBLIC FOR OREGON
My Commission Expires: _____

STATE OF OREGON)

) ss.

County of _____)

The foregoing instrument was acknowledged before me on _____, 2019, by _____.

NOTARY PUBLIC FOR OREGON
My Commission Expires: _____

**NOTICE OF FINAL ASSESSMENT
OF LOCUST STREET LID NO. 2016-01**

NOTICE IS HEREBY GIVEN that the City Council of Dundee, Oregon has adopted Ordinance No. 568-2019, levying final assessments for the Locust Street Local Improvement District (LID) No. 2016-01 as summarized in the following table:

LID Parcel	Property Owner	Tax Map/Lot	Final Total Assessment
1	Chehalem Park & Recreation District	R3325CC 00401	\$62,545.22
2	Uptick Investment Holdings LLC	R3325CC 01000	\$49,940.98
3	Rollandi, Alexandra	R3325CC 01104	\$16,646.99
4	Davidson, Bram M	R3325CC 01106	\$16,646.99
5	Palma, Michael G & Amy J	R3325CC 01105	\$16,646.99
6	Kelly, Heidi M	R3325CC 01100	\$16,646.99
7	Von Letkemann, Kent & Michelle	R3325CC 01107	\$16,646.99
8	Rollandi, James & Harrahill, Colleen	R3325CC 01103	\$16,646.99

The effective date of Ordinance No. 568-2019 is May 2, 2019. Pursuant to DMC 3.16.100, interest will begin to run on the assessment and the property being assessed will be subject to foreclosure unless the owner either makes application to pay the balance of the unpaid assessment in installments or pays the assessment in full by June 1, 2019. Please contact Dundee City Hall at (503) 538-3922 for more information.

Don Clements

From: John Bridges <John@NewbergLaw.com>
Sent: Thursday, March 28, 2019 10:56 AM
To: Don Clements; Kat Ricker
Subject: FW: Crabtree Park Lease
Attachments: BO 93-288 Crabtree Park - Lease.pdf; Chehalem Valley Sportsmen Memo Agreement (003).pdf

Don and Kat,

Please see the attached Lease for Crabtree Park.

John T. Bridges
Brown Tarlow Bridges & Palmer, PC
515 East First Street
Newberg, Oregon 97132
(503) 538-3138
(503) 538-9812 Fax
www.newberglaw.com

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From: Christian Boenisch [<mailto:boenischc@co.yamhill.or.us>]
Sent: Wednesday, March 27, 2019 7:03 PM
To: John T. Bridges <john@newberglaw.com>
Subject: RE: Crabtree Park Lease

John,

Attached should be the latest Crabtree Park Lease. I also attached a Memorandum Agreement (MA) regarding the shooting range next to Crabtree Park. I was contacted last month by an attorney for the shooting range (Andrew Stamp) who wanted to discuss the MA. As it is between CPRD and the range, I was not able to tell him a whole lot, but I told him I would check with CPRD. Apparently, someone, somehow recently presented the shooting range with a copy of the MA (which Andrew tells me they have never seen) and expected them to abide by it.

Thanks,

Christian

Christian F. Boenisch
Yamhill County
County Counsel
(503) 434-7502

boenischc@co.yamhill.or.us

*****CONFIDENTIALITY NOTICE*****

This e-mail may contain information that is privileged, confidential, or otherwise exempt from disclosure under applicable law. If you are not the addressee or it appears from the context or otherwise that you have received this e-mail in error, please advise me immediately by reply e-mail, keep the contents confidential, and immediately delete the message and any attachments from your system.

From: John Bridges <John@NewbergLaw.com>
Sent: Wednesday, March 27, 2019 2:00 PM
To: Christian Boenisch <boenischc@co.yamhill.or.us>
Subject: Crabtree Park Lease

Hi Christian,

Could you please provide me a copy of the latest Lease between the County and Chehalem Park and Recreation District? TIA.

John T. Bridges
Brown Tarlow Bridges & Palmer, PC
515 East First Street
Newberg, Oregon 97132
(503) 538-3138
(503) 538-9812 Fax
www.newberglaw.com

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93-288

INDEXED

FILM 56 PAGE 271

FILED
YAMHILL COUNTY, OREGON
1993 OCT 25 PM 1:19
CHARLES STERN
COUNTY CLERK

**LEASE OF COUNTY PROPERTY
YAMHILL COUNTY AND CHEHALEM PARK AND RECREATION DISTRICT
(Crabtree Park)**

THIS LEASE is made and entered into this 5th day of May, 1993, by and between Yamhill County, a political subdivision of the State of Oregon ("County") and CHEHALEM PARK AND RECREATION DISTRICT, a park and recreation district formed under Oregon Revised Statutes chapter 266 ("CPRD").

RECITALS

The County owns property near Dundee, Oregon which was leased to CPRD from May 10, 1968 through May 9, 1993. CPRD has maintained a park called "Crabtree Park" on the property since 1968. Substantial improvements have been constructed on the property by CPRD. The County and CPRD now wish to enter into a new 25 year lease for CPRD to continue to operate and maintain Crabtree Park.

LEASE

Section 1. Grant of lease.

IN CONSIDERATION of the covenants and agreements stated in this lease, County, as lessor, does hereby grant, demise, lease and let unto CPRD, as lessee, the following described premises situated in Yamhill County, Oregon known as "Crabtree Park," called the "subject premises" in this lease, and more particularly described as follows:

A tract of land in Section 28, Township 8 South, Range 8 West of 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 658 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.

Section 2. Term of lease.

The term of this lease is twenty-five (25) years, beginning May 10, 1993 and ending the May 9, 2018, unless sooner terminated for breach of a material term of this lease.

RESERVED FOR USE OF COUNTY RECORDER

LEASE - Crabtree Park
Page 1 of 3

Section 3. Rental.

The rental for this lease is \$1 per the 25 year term, payable in advance.

Section 4. Use of subject premises.

CPRD agrees to improve, maintain and operate the subject premises solely as a public park, and agrees that the premises shall be used for no other purpose. CPRD agrees that the public park shall be improved, maintained and operated by CPRD in a manner consistent with and in conformance to acceptable and recognized requirements and standards for such public parks. CPRD agrees to maintain, for the duration of this lease, a suitable woven wire fence around the subject premises. CPRD agrees that the subject premises shall be available for public use without regard to race, sex, creed, religion, or national origin.

Section 5. Utilities.

CPRD shall pay all costs of any utilities serving the subject premises during the term of the lease.

Section 6. Liens.

CPRD shall not permit any lien of any kind, type or description to be placed or imposed upon the subject premises or any improvements to the subject premises.

Section 7. Name of park.

The public park operated by CPRD on the subject premises shall be named and known as "Crabtree Park."

Section 8. Assignment of lease.

CPRD shall not assign this lease nor sublet the subject premises, or any part thereof, without the prior written consent of the County. In the event CPRD requests the County to consent to an assignment or sublease, the County shall not unreasonably withhold consent.

Section 9. Indemnification.

CPRD covenants and agrees to indemnify and save the County harmless from and against any loss, damage and liability arising or resulting from any default of this lease agreement or use of the property by CPRD, its officers, agents or employees.

Section 10. Delivering up premises on termination.

At the expiration of this lease or upon any sooner termination, CPRD will quit and deliver up the subject premises. The subject premises, together with all improvements of whatever kind and nature

erected during the life of this or any prior lease, shall revert to the County and become its property in fee simple, without process of law.

Section 11. Holding over.

In the event CPRD for any reason shall hold over after the expiration of this lease, the hold over shall not be deemed to operate as a renewal or extension of this lease, but shall only create a tenancy from month to month which may be terminated at any time by the County.

Section 12. Attorney fees.

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 CPRD or the County, the prevailing party shall pay a reasonable attorney fee, which shall be fixed by the court.

Section 13. Waiver.

Any waiver by the County of any breach of any covenant of this lease shall not be deemed or considered a continuing waiver, and shall not operate to bar or prevent the County from declaring a forfeiture for any succeeding breach either of the same condition or covenant or otherwise.

In witness whereof, the County's Board of Commissioners and the CPRD's Board of Directors have approved this lease in the regular course of their transaction of official business, and have executed this instrument in duplicate on the day and year set forth below.

CHEHALEM PARK AND RECREATION DISTRICT

YAMHILL COUNTY, OREGON

DATE: June 9-93

DATE: May 5, 1993

By: Donna M. McCain
DONNA McCAIN, President

By: Debi Owens
DEBI OWENS, Chair

By: Mike McBride
MIKE McBRIDE, Secretary

By: Dennis L. Goecks
DENNIS L. GOECKS, Commissioner

By: Ted Lopuszynski
TED LOPUSZYNSKI, Commissioner

Accepted by Yamhill County
Board of Commissioners on
5-5-93 by Board Order
93-288.

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

RECEIVED

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: Antonio H. Crater
Chehalem Park & Recreation District

Mar. 23, 1971
Date

Stuart M. Bradley
Chehalem Valley Sportsmen

Mar. 29, 1971
Date

Page Two

Witness Gina Mae Mountain 3-29-71

BROWN, TARLOW, BRIDGES & PALMER, PC
Attorneys at Law

JOHN T. BRIDGES
STEPHEN C. PALMER
RICHARD P. BROWN
LOREN G. GAUKROGER

ALLYN E. BROWN
DONALD O. TARLOW
Retired



515 E. FIRST STREET
NEWBERG, OREGON 97132
TELEPHONE: (503) 538-3138
FACSIMILE: (503) 538-9812
www.newberglaw.com

March 29, 2019

Don Clemens
Chehalem Park and Recreation District
125 S Elliott Road
Newberg, OR 97132

Re: Crabtree Park/Gun Range Memorandum

Dear Don:

I have had a chance to reflect a little more about this Memorandum and our phone call about it. You had asked what my thoughts or concerns might be with enforcing or not enforcing it. My concerns with this Memorandum is that it is pretty clearly intended to be something that benefits the surrounding property owners. Under contract law, there is a concept of “third-party beneficiaries” to an agreement. If somebody is really motivated about enforcing the limitations on the use of the range, they could bring a claim against both the Park District and the gun club. The Park District might be forced to spend money through the process of defending the action.

As we discussed, I have had a phone conversation with Stan Primovich, previous County Commissioner. I think he is acting in a role similar to when he was a County Commissioner in assisting the gun club and/or Brett Baker. There is nothing wrong with that, per se, as any citizen can discuss matters with anybody else, but if what he proposes occurs, the Park District engaging in amendments to the memorandum as part of a renegotiation of the Crabtree lease between Yamhill County and CPRD, a neighboring party could still seek to enforce the provisions, arguing in effect, that because they are third-party beneficiaries of the agreement that their opinion and interest should be part of the discussion. Does that mean that their desire to maintain the restrictions limit the Park District’s ability to negotiate away the term? Not necessarily. However, if the Park District does remove the limitations they expose themselves to the litigation risk.

If some form of litigation does occur, I have no idea whether an insurance policy would cover such a claim. I would guess that it would not. In the land use arena, often the applicant does most of the

Don Clemens
Re: Crabtree Park/Gun Range Memorandum
March 29, 2019
Page 2 of 2

legal work if a local land use decision is appealed. Perhaps a similar approach might occur here, where the gun club would be motivated to shoulder most of the burden of any litigation that occurs. If they were not made an outright party to the action, they would likely have a right to intervene and participate in the litigation.

I think the above risks are important to consider. If you have any questions, please let me know.

Yours Truly,

BROWN, TARLOW, BRIDGES & PALMER, PC



John T. Bridges

JTB:kld

BROWN, TARLOW, BRIDGES & PALMER, PC
Attorneys at Law

JOHN T. BRIDGES
STEPHEN C. PALMER
RICHARD P. BROWN
LOREN G. GAUKROGER

ALYN E. BROWN
DONALD O. TARLOW
Retired



515 E. FIRST STREET
NEWBERG, OREGON 97132
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www.newberglaw.com

April 16, 2019

Don Clemens
Chehalem Park and Recreation District
125 S Elliott Road
Newberg, OR 97132

Re: Crabtree Park/Gun Range Memorandum

Dear Don:

I went to the planning department and was able to take a look at Docket #C-44-71, which is the planning file that resulted in the agreement between CPRD and Chehalem Valley Sportsman Club. I have made some copies of the relevant portions of the file for your records and review. If you have any questions about the matter, please do not hesitate to contact me.

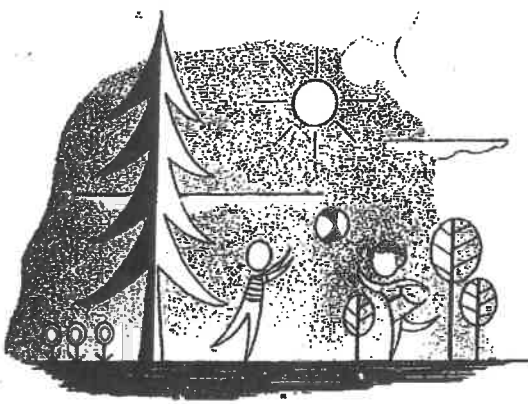
Yours Truly,

BROWN, TARLOW, BRIDGES & PALMER, PC



John T. Bridges

JTB:klh
Enclosures
cc: Kat Ricker



CHEHALEM PARK & RECREATION DISTRICT

114 W. First Street Newberg, Oregon 97132 • Phone - 538-2969

BOARD OF DIRECTORS

Antonia Crater

Leonard Attrell

John Chipley

Dale Halm

Ernie Leffler

Superintendent . . .

Réne D. Moye

December 1, 1969

To Whom it May Concern:

Some months ago The Chehalem Park & Recreation District Board was informed by Dr. Don Chittick and Mr. Stuart Richby of their intention to form a rifle club and to develop a quarry, belonging to Mrs. Neva Crabtree and adjoining Crabtree Park, into a rifle range.

We were assured at that time that this group would follow all the safety measures outlined by the National Rifle Association, and would work with the District in establishing shooting times that would not conflict with the Districts use of the Park during peak hours of operation.

The Chehalem Park & Recreation District endorses the project, and feels that this facility would certainly fill a need in providing a safe and convenient facility for shooting enthusiasts. We have also allowed this group to have access through the park to this facility.

In the past, we have had trouble controlling those who take advantage of our park for target practice, thus leaving debris and holes scattered about. Hopefully by providing a facility to accommodate this kind of activity, we will be able to better control a sport (target shooting) that is growing in popularity as well as the hunter who wishes to sight in his weapon.

In summary, we encourage the formation of citizens and development of shooting facilities that will adhere to the strict safety practices designed to protect not only the rifleman but our picnickers as well.

Sincerely,

Rene D. Moye
Superintendent

RDM: jim

RECEIVED
JAN 21 1971
YAMHILL COUNTY
DEPT. OF PLANNING AND DEVELOPMENT



28 February 1972

Re: Docket C-44-71

Mrs. J.D. Kratz
Chehalem Valley Sportsman Club
608 Hulit Lane
Newberg, Oregon 97132

As requested by Mr. Stuart Richey on 25 February, we are sending you a confirmation of what has transpired in the past year regarding the Conditional Use Permit requested by your club.

Application was received in this office 18 January 1971 with the proper \$30 fee. The public hearing was set on 2 February for the next regular meeting in March. A hearing was held on March 2 and then continued to the April 6 meeting so that additional information could be supplied. The \$30 hearing fee was deposited with the County Treasurer March 4. A notification was sent in April indicating that permission for this use was conditionally granted by the Planning Commission on 6 April.

At the continuation of the regular meeting on November 18, 1971 a report was made to the Planning Commission indicating that the conditions as stated by the approval of 6 April had so far been complied with. The first 6 months report from the Chehalem Park and Recreation District had been received which noted the progress of the Sportsman's Club on this project.

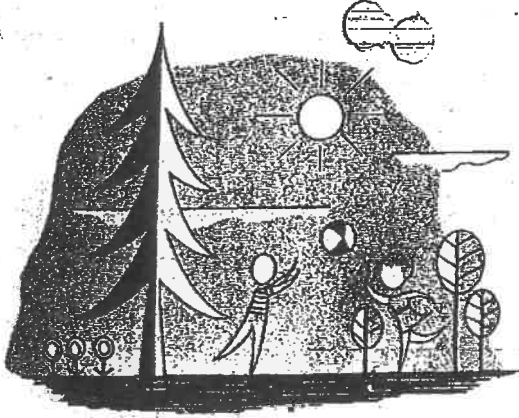
We have assumed that with the report from Chehalem Park and Recreation District and the letter from J.D. Larry Kratz the property is now being used for this intended recreational activity.

We will report to the Planning Commission of your further progress when we receive each of the requested six month reports from the Chehalem Park and Recreation District.

Respectfully,

P. Gary Weidemann
Planning Assistant

FGW:mc



CHEHALEM PARK & RECREATION DISTRICT

1802 HAWORTH AVE. - NEWBERG, OREGON 97132 - PHONE 538-2969

BOARD OF DIRECTORS

Antonia Crater

Leonard Attrell

Ronald Staples

Dale Halm

Neva Crabtree

Superintendent Rene D. Moye

September 21, 1971

Mike Blair
Yamhill County Planning Commission
County Court House
McMinnville, Oregon

Dear Mike:

In compliance with your request for a report on the status of our agreement with the Chehalem Valley Sportsmen, as it relates to Crabtree Park, the following has been accomplished, to our knowledge:

a) the activities of the Club have not conflicted with Park activities. The Park was officially opened July 1st and will continue to be open until the weather becomes inclement. The District operated a Day Camp during the summer and presently the Park is open for picnics.

b) a fence has been installed at the south end of the Park property. However, there is only one warning sign posted inside the fence on the Sportsmen property. Additional warning signs should be placed intermittently along the fence. This should be accomplished between now and spring when we expect numbers of people to again be using the park.

We have found the Club to be most cooperative and reasonable in fulfilling their responsibilities.

Sincerely,

Rene D. Moye
Superintendent

RE ED

SEP 23 1971

RDM:fc

cc: Stuart Richey

YAMHILL COUNTY
DEPT. OF PLANNING AND DEVELOPMENT

YAMHILL COUNTY
CONDITIONAL USE PERMIT

PLANNING COMMISSION DOCKET NO. C-44-71

Permission is hereby (granted ~~or denied~~)

To Chehalem Valley Sportsmen's Club Rt. 3, Box 483A, Dundee, Oregon 97115
Name Address

to use 2833-3

Property description

for the purpose of: locating a rifle and pistol range partly in an A - Agriculture Zone and partly in an RR - Rural Residential Zone. Subject to: (1) limit the permit to a 2 year period, subject to renewal; (2) require a written report of compliance from the Park and Recreation District at six month intervals; (3) permit to become effective after all facilities have been constructed and established per agreement; (4) permit revocable at any time for cause after review of operation, reports from Park and Recreation District, or citizens.

and as described in the Public Notice for and as additionally specified at the Public Hearing of the Yamhill County Planning Commission on April 6, 1971

This Permit issued pursuant to Article 6 of the Yamhill County Zoning Ordinance of 1968.

Approved April 6, 1971

Date

Clarence Caughran
Chairman Yamhill County Planning Commission

Michael S. Blair
Secretary Yamhill County Planning Commission

Earl Sandager moved that the application be approved subject to: (1) limit the use to the single parent; (2) limit the permit to a 5 year period; (3) subject to adequate drainage site for a septic field -- to be approved by the County Sanitarian. Fred Bowyer seconded the motion. Mr. Bunn asked if there would be any objections to another person sleeping in the mobile home. Earl Sandager answered no.

2. Docket C-49-71 (approximately 3 acres).

Request: Conditional Use Permit to locate a non-farm residence in the A - Agriculture Zone. Applicant: Harold J. and Betty J. Westling. Location: One mile north of Wilsonville Highway on Earlwood Road (CR 40) Sec. 36, T3S-R2W.

Gary Weidemann located the property on the county map. He stated this is part of a partitioning submitted by G.H. Lampley last month.

The Secretary stated the partitioning is in the process of being finally approved subject to fixing the roadway. There are no adverse findings. He recommended: (1) the right-of-way on the north boundary be dedicated; this road is to extend further to the west; (2) there not be any major excavation or cutting of trees or vegetation to prevent erosion.

Eldon Johnson moved to approve the Conditional Use Permit. Ernest Jernstedt seconded the motion. Motion carried unanimously.

3. Docket C-44-71 (31.8 acres)

Request: Conditional Use Permit to locate a rifle and pistol range partly in an A - Agriculture Zone and partly in an RR - Rural Residential Zone. Applicant: Chehalem Valley Sportsmen's Club. Location: Two miles west of Dundee on CR 95 next to Crabtree Park. Sec. 28, T3S-R3W.

Gary Weidemann located the property on the county map.

Stuart Richey, Secretary of Chehalem Valley Sportsmen's Club, stated the Club had 2 meetings with the Park Bureau. The outcome of the meetings was an agreement signed by the Chairman of the Chehalem Park Bureau and the Secretary of the Club. He pointed out on the map where the fence would be placed. The Park District does not want a fence on the east boundary since it is posted adequately. There may be a time when the Park District will use the archery range then they will have permission to go through. Oregon State licensed instructors will supervise during the time of practice.

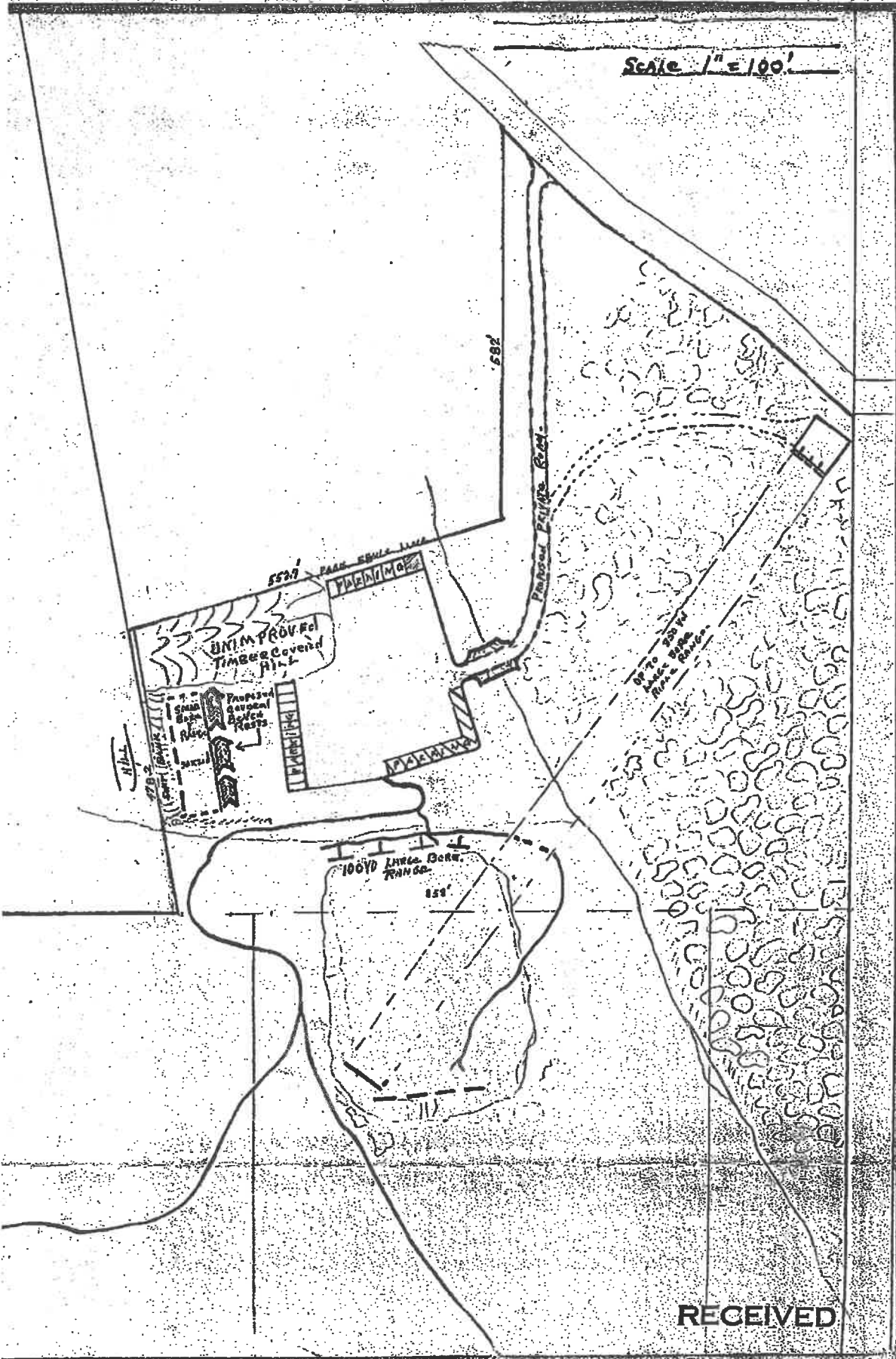
The Secretary read 2 letters received from Errol Kurtz, who lives close by, and Cal Giesler, Hunter Safety Supervisor of the State Game Commission.

Waino Simonson moved to approve the Conditional Use Permit with the restrictions as outlined by the Planning Director. Bob Johnson seconded the motion. Motion carried unanimously.

4. Docket C-47-71 (30 acres).

Request: Conditional Use Permit to locate a rock extraction and processing site in an A - Agriculture Zone. Applicant: Stiller Bros. Location: Two and a half miles west of Newberg on CR 71A in the Sunny Crest area. Sec. 14 and 15, T3S-R3W.

Scale 1" = 100'



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JAN 18 1971

YAMHILL COUNTY
DEPT. OF PLANNING AND DEVELOPMENT

REGULAR MEETING

YAMHILL COUNTY PLANNING COMMISSION

Courtthouse

McMinnville, Oregon

ATTENDANCE:
Members:

PRESENT: Caughran (Chairman)
Rossner, Sandager,
B. Johnson, Jernstedt,
Simonson

Others:

Bill Forrest, G. Rueter,
Lowell Parrish, Milton
Bueller, Dick Lucht,
Norris Jones, Charles
Sitton, Gary Weidemann,
Mike Blair, Marjorie
Callanan, and appx.
20 others.

The Chairman called the meeting to order and thanked Eldon Johnson for chairing the meeting with Bonneville Power Administration.

✓ 1. Docket C-44-71 (31.8 acres)

Request: Conditional Use Permit to locate a rifle and pistol range partly in an A - Agriculture Zone and partly in an RR - Rural Residential Zone. Applicant: Chehalem Valley Sportsmen's Club. Location: Two miles west of Dundee on County Road 95 next to Crabtree park, Sec. 28, T3S-R3W.

Gary Weidemann located the property on the county map.

The Secretary stated several letters had been received from people in the area. The Superintendent of the Chehalem Park and Recreation District wrote there is a need for this facility; safety features should be provided to protect the riflemen and picnics. James Maresh, Chairman of the Planning Advisory Committee for Newberg, wrote he is a friend of the Sportsmen. He has reservations about a long time use. The Secretary stated he objected cautiously to it; he was concerned with the safety problem.

Don Shetting, representative of the Sportsmen's Club stated the property was used for 10-15 years for shooting. In December of 1968 the Chehalem Park and Recreation District was asked to organize shooting in the area so people could enjoy the sport. Mrs. Crabtree has given approval to proper design of the club. Application was made to the Rifle Association.

Stuart Richey, Vice President of the Club, stated it is our concern to create a rifle club under the National Rifle Association which lays down rules for safety.

The Chairman asked if the range would be open any time during the daylight hours. Mr. Richey answered we will keep the grounds locked. There would be no entry way to the grounds without supervision.

Norris Jones asked if the range would be open 7 days a week during the daylight hours or 2 days a week. He stated he was objecting to the noise.

Mr. Richey answered plans have not been made how many days a week they would meet. They wanted to invite McMinnville for a shoot possibly 1 day a week or 1 day a month. Most shooters are dads with sons who would want target practicing.

Don Shetting stated during the park hours there would be shooting restrictions. They planned to work with the Park District.

Ernest Jernstedt stated more information was needed on policy of the operations to keep control of the members. He asked about the provisions for protecting those who wander or trespassers? Mr. Shetting answered there would be limited access to the gate. A man would stay on the site. It would be a requirement to be with a member.

Bob Johnson asked if practice patterns would be controlled with given hours or dates. Mr. Richey answered most members have done practicing on Saturdays. There would be no practicing on Sundays. In the fall of the year before hunting season most members like to target practice.

The Chairman stated the concern is a conflict between the rifle range and the park. The site is near a rock quarry. A number of years ago this was a target practice area. There is no detailed or master plan for the site. The Secretary stated the plan is not complete; that is correct.

The Chairman stated we are talking about safety and noise buffers, a schedule established to prevent conflict, a detailed developed plan for inspection.

Donald Lowe, a member of the Sportsmen's Club, stated certified instructions are given for hunting safety. Hunter safety training is imperative. An opportunity is given to fire under supervised range characteristics.

Earl Sandager stated most land surrounding the park is Rural Residential, allowing housing at 40,000 square feet. There would be a lot of noise pollution of the air. What will happen in the canyon and the area around he asked. The Chairman stated that a canyon can serve as an amplifier.

Norris Jones was wondering about a consideration to being restricted for 3 days a week instead of 7 days a week. It would limit the noise factor. Mr. Jernstedt said he wondered if further safety precautions and noise buffers should be had.

Earl Sandager moved that this request be referred back to the staff for further work and come back with a proposed plan to be approved by the staff then to ask the Commission if the Sportsmen's Club could have that. The time they could shoot would be mainly in the summer months -- it can be very limited use. The Sportsmen's Club should come back with restrictions to abide by. Ted Rossner seconded the motion. Bob Johnson amended the motion to: the Chehalem Valley Sportsmen's Club coming back with a more detailed and concise plan to make a safe and controlled shooting time, and have fencing to keep out stray youngsters. Ted Rossner seconded the amended motion. Motion carried unanimously.

2. Docket C-46-71 and V-10-71 (1.98 acres)

Request: A joint request for a Conditional Use Permit to locate a non-farm dwelling in an A - Agriculture Zone and a Variance from the

YAMHILL COUNTY
CONDITIONAL USE PERMIT

PLANNING COMMISSION DOCKET NO. C-44-71R

Permission is hereby (granted ~~or denied~~)

To Chehalém Valley Sporteman's Club P. O. Box 202, Newberg, OR 97132
Name Address

to use 2833-3 Property description

for the purpose of: Renewing a conditional use permit to continue to operate a rifle and pistol range subject to the following conditions:

See attached sheet (also dated and signed).

and as described in the Public Notice for and as additionally specified at the Public Hearing of the Yamhill County Planning Commission on May 7, 1974

This Permit issued pursuant to Article 6 of the Yamhill County Zoning Ordinance of 1968.

Approved 5/10/74 Date

Chairman Yamhill County Planning Commission
David G. McDowell
Secretary Yamhill County Planning Commission

THIS DOES NOT WAIVE THE REQUIREMENTS FOR BUILDING AND SEPTIC TANK PERMITS.

- (1) that the permit be issued for a period of ten (10) years;
- (2) that the Planning Director review and approve the location, size, layout and design of (a) any additional buildings over 500 square feet in floor area, and (b) parking facilities as they are developed to meet expanded use of the area;
- (3) that sanitary facilities be provided by pit privy or other method as approved by the Sanitarian;
- (4) that no commercial advertising be allowed except as provided for in the A (Agricultural) Zone regulations;
- (5) that future road locations providing alternate access from Warden Hill Road be approved by the Planning Director and Director of Public Works;
- (6) that fencing, suitable barriers and/or signing be erected at points where persons could stray into the range areas;
- (7) that the present fence be maintained in good condition;
- (8) that the parking facilities and sanitary facilities be designed to minimize pollution of the creek through the property.

C-44-71R

May 10, 1974.

David H. McDonald

3-29-74

To: Yamhill County Planning Commission

Attn: Craig R. Greenleaf, Planning Assistant

Dear Sir:

Re: Yamhill County Conditional Use Permit
Planning Commission Docket No. C-44-71

Supplementing our application for renewal of our conditional use permit for use of tax lot no. 2833-3 in our letter of 2-28-74, we wish to make the following review.

1. Improvements made since the last conditional use permit was issued.
 - A. Bench rests for 100 yard target built.
 - B. Target butts for 100 yard target built.
 - C. Garbage barrels installed.
 - D. Area cleared and benches installed for 200 and 300 yard targets.
 - E. Target butts installed for 200 and 300 yard targets.
 - F. 25 yard pistol target butt installed.
 - G. 25 yard pistol target bench installed.
 - H. Parking area cleaned up and improved.
 - I. 6 foot fence consisting of 4 ft. heavy mesh topped by 3 strands of heavy barbed wire has been installed to prevent intrusion and vandalism. A heavy steel gate with steel posts guards the only entrance to provide safety. Valid club members only have keys.
 - J. We have expended to this time approximately 600 man hours of donated labor and approximately \$400 in cash outlay, including purchased and donated materials.
2. Anticipated Improvements.
 - A. Arrangements are being made to level certain rough areas to improve target butts, bench rests, and parking area where needed. One area will be leveled and butts constructed for a 40 yard archery range. As labor and materials become available, we will cover the bench rest area.
 - B. Long range plans call for a full time resident guard to be provided by the Chehalem Park and Recreation District and the club. Living quarters will be provided and he will act as a range officer for the club and as caretaker for Crabtree Park.
3. The Club works very closely with the Chehalem Park and Recreation District in the development of the range facility. Special encouragement is given to the development of interest in young people in the shooting sport.
4. Safety is paramount in the development of all facilities and activities.
5. In order to accomplish the foregoing and to perpetuate the long range plans involved the club wishes to obtain a ten year conditional use permit. The Club has the full cooperation of the property owner and the Chehalem Park and Recreation District and it's Board of Directors.

Jim McKinley - President 538-9265
Stuart Richey - Vice President 538-4524
Leo Parks - Sec-Treas. 638-4451

CHEHALEM VALLEY SPORTSMAN CLUB
P.O. Box 202
Newberg, Oregon 97132

Jim McKinley Pres.

Yamhill County Department of Planning and Development Complaint / Investigation / Enforcement

THIS INFORMATION IS PUBLIC INFORMATION AND MAY BE REVIEWED BY THE PUBLIC

Date of Request: 6/17/2010 Accepted By: _____
Submitted By (optional): Marsh Red Barn Phone: 503-537-1098
Mailing Address: PO Box 401 City/State/Zip: Dundee, OR 97115
Physical Address: 9325 NE Worden Hill Rd
Party Responsible for Violation: Chahalem Valley Sportsman Club
Property Owner: Crabtree Rock Quarry
Address: Crabtree Park
Nature of Complaint: Shooting Rifles & Pistols on Sat. & Sun.,
During Summer

FOR OFFICE USE ONLY

Date Received: _____ CIE# _____ (Assigned by County)

Tax Lot No: _____ Property Size _____ Deed Records: _____ (Film Volume/Page)

Alleged code or ordinance violation(s): _____

Permit Research information: _____

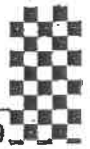
On-Site observations: _____

Recommended follow-up: _____

Inspector _____ Date _____

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Form #31 UPDATED: 01/22/01 04:47 PM



Yamhill County Department of Planning and Development Complaint / Investigation / Enforcement

THIS INFORMATION IS PUBLIC INFORMATION AND MAY BE REVIEWED BY THE PUBLIC

Date of Request: JUNE 16, 2010 Accepted By: _____
Submitted By (optional): D. J. MARESH Phone: (503) 240-9313
Mailing Address: P.O. Box 575 City/State/Zip: DUNDRE, OR

Party Responsible for Violation: CHEHALUM VALLEY SPORTSMANS CLUB
Property Owner: NEVA CRABTREE
Address: 9401 N.E. WARDEN HILL RD DUNDRE OR 97115
Nature of Complaint: (CRABTREE PARK)
PISTOL/RIFLE RANGE UNDERGOING SIGNIFICANT MODIFICATION,
WHICH MAY INCREASE ITS SIZE AND CERTAINLY IMPACT NOISE POLLUTION.
CUSC NOT ADHERING TO "NO SHOOTING" ON SUMMER WEEKENDS.

FOR OFFICE USE ONLY

Date Received: _____ CIE# _____
(Assigned by County)
Tax Lot No. _____ Property Size _____ Deed Records: _____
(Film Volume/Page)

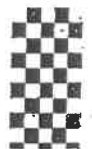
Alleged code or ordinance violation(s): _____

Permit Research Information: _____

On-Site observations: _____

Recommended follow-up: _____

Inspector _____ Date _____



CHEHALEM VALLEY SPORTSMAN CLUB
AN AFFILIATE OF THE NRA, CMP &
MEMBER CLUB OF
THE OREGON STATE SHOOTING ASSOCIATION &
OREGON ASSOCIATION OF SHOOTING RANGES

JUNE, 2010 NEWS

FROM THE BOARD OF DIRECTORS:

Thank you all for your patience with our pistol bay closures. This has been a difficult time but we are just about ready to start a fairly significant project to re-orient our pistol bays. In short, they will be turned roughly 90 degrees to the south. By the time we are done, we will have an improved pistol bay arrangement and our pistol bays will never look the same. We hope to have a relatively concentrated burst of energy to get this work done. This work will be performed during June and we will be able to use the bays as soon as they are finished. The original covered shooting position on the original pistol bay will be removed as well as our club house. The containers will be reoriented. We will extend our parking area towards the creek. The current Crocodile Bay (next to the park) will become a parking area as well.

WORK DAY SCHEDULED

We will be having a workday this Saturday June 5th to prepare for pistol bay work. We need to clean out the club house and consolidate our storage containers to make them ready to move. We will be dismantling the covered area on Bay 1. Work will start at 9 am (or earlier). If you have a few hours of time to donate to the club Saturday morning, your help would be very appreciated.

CONSTRUCTION, SUMMER 2010

Construction will begin soon on the revamping of the pistol bays and supporting structures. Range closures are expected during this time. No detailed schedule of work is available at this time but all range closures, partial or full, will be listed on the web site, www.cvsc.us. Be sure to check the web site before planning a range day. It might save a non-productive round trip!

NEXT CLUB MEETING

More information will be made available as it is finalized. Come to the June meeting on June 19 at the range beginning at 9:00 A.M.

end

BROWN, TARLOW, BRIDGES & PALMER, PC
Attorneys at Law

JOHN T. BRIDGES
STEPHEN C. PALMER
RICHARD P. BROWN
LOREN G. GAUKROGER

ALLYN E. BROWN
DONALD O. TARLOW
Retired



515 E. FIRST STREET
NEWBERG, OREGON 97132
TELEPHONE: (503) 538-3138
FACSIMILE: (503) 538-9812
www.newberglaw.com

April 1, 2019

Don Clemens
Chehalem Park and Recreation District
125 S Elliott Road
Newberg, OR 97132

Re: Newberg Landfill

Dear Don:

I have tried to reach out to Christian Boenisch, but I suspect he is on vacation for Spring Break. I have done some research on whether the Park District has the ability to take the Newberg Landfill without any responsibility for clean up. Typically, all land owners who take title during contamination or after contamination are on the hook for remediation costs. However, there is an exception for local governments.

To meet the exception you have to satisfy both state law (ORS 465.255) and federal law (40 CFR § 312). If the local government engages in "All Appropriate Inquiry" (AAI), then even if they know that the property is contaminated, they can be immune from the remediation costs. Essentially, to show that you have engaged in AAI, you would, at a minimum, need to engage in a Phase I Environmental Site Assessment (ESA). Because the landfill was likely part of a managed closure, there are probably soil, soil gas, and groundwater data available for the site. If that is the case, it is likely that you could avoid any Phase II ESA.

How the District takes title also matters. They need to take title through acting as a "Bonafide Prospective Purchaser". After they take title they need to maintain "Institutional Controls". This is a set of policies that assures that contaminants will not be released.

I would recommend that the District take advantage of this exception to the general rule and perform the Phase I assessment. It could avoid significant future costs if circumstances change and the DEQ or the EPA require significant clean-up. I would note, however, if somehow the District does something that causes the future costs, such as dig into the soil, they can eliminate the exception and cause liability for the Park District. However, if you do not take any wrongful action, and things

Don Clemens, CPRD
Re: Newberg Landfill
April 1, 2019
Page 2 of 2

start leaching into the river or into surrounding well sites, the District should have no liability, and whoever requires the remediation will look to the prior owners. If you wish for me to hire the same firm that we hired for the Phase I on the recent donation, I would be happy to engage them. They do have to have a specialized license for the immunity analysis.

Yours Truly,

BROWN, TARLOW, BRIDGES & PALMER, PC



John T. Bridges

JTB:kld

cc: Kat Ricker

Office of the Secretary of State

Bev Clarno
Secretary of State



Audits Division

Kip R. Memmott, MA, CGAP, CRMA
Director

255 Capitol St. NE, Suite 500
Salem Oregon 97310

To: CHEHALEM PARKS & REC DISTRICT
125 S ELLIOTT RD
NEWBERG OR 97132

Date: 04/18/2019
Filing Due Date: 12/30/2018
Customer No: 000954MUNI

FOR BOARD

Our records indicate that for the fiscal year July 01, 2017 to June 30, 2018 we have not received the following items required by Municipal Audit Law (ORS Chapter 297.405 to 297.555):

- **Annual Financial Report** (Audit report, Review report, or Report In Lieu of Audit)
- **Summary of Revenues and Expenditures** (required for Audit and Review reports only)
- **Filing Fee**

Forms and filing instructions can be found at <https://sos.oregon.gov/audits/Pages/muniaudits.aspx> under "Filing Instructions."

We strongly encourage you to file reports and summary forms electronically: email the PDF formatted file(s) to municipalfilings.sos@oregon.gov. If you do not have access to the internet you may mail your report(s) on a CD or in paper form to the Business Services Division. The fee should be mailed to Business Services Division, indicating the municipality and filing year.

Oregon Secretary of State
Business Services Division
255 Capitol St. NE, Suite 180
Salem, OR 97310

On 4/22/19
2 weeks of
workable hours
to send to
audit team -
amy

If you have any questions please call the municipal audit program staff at (503) 986-2255.

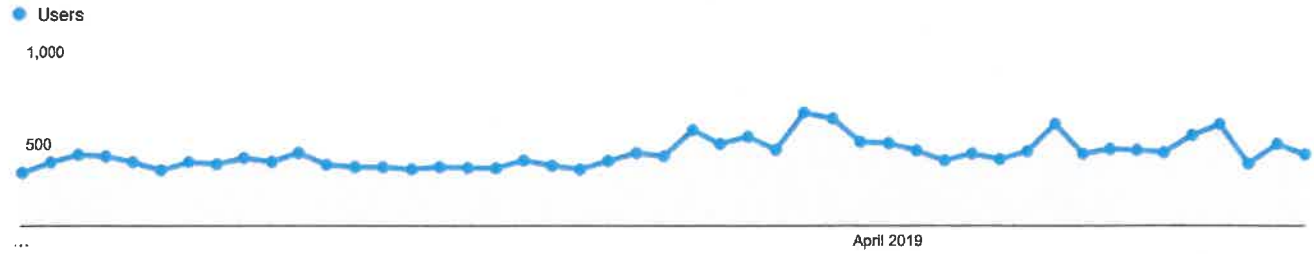
Amy I. Dale, CPA
Municipal Audit Program Manager

Audience Overview

Mar 1, 2019 - Apr 16, 2019

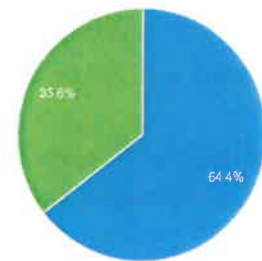
All Users
100.00% Users

Overview



Users 11,863	New Users 9,269	Sessions 21,900
Number of Sessions per User 1.85	Pageviews 76,407	Pages / Session 3.49
Avg. Session Duration 00:02:33	Bounce Rate 35.20%	

New Visitor Returning Visitor



Language	Users	% Users
1. en-us	11,725	98.76%
2. en-ca	30	0.25%
3. c	24	0.20%
4. en-gb	22	0.19%
5. es-xl	15	0.13%
6. ja-jp	5	0.04%
7. ko-kr	5	0.04%
8. zh-cn	5	0.04%
9. es-419	4	0.03%
10. es-es	4	0.03%

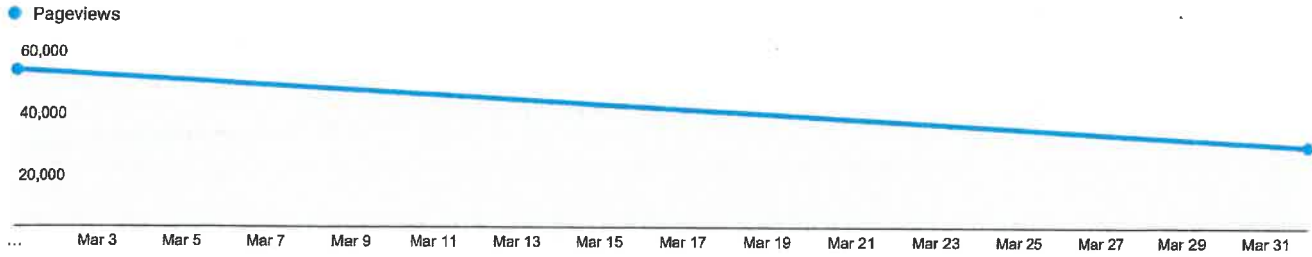


Pages

All Users
100.00% Pageviews

Mar 1, 2019 - Apr 16, 2019

Explorer



Page	Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
	76,407 % of Total: 100.00% (76,407)	60,712 % of Total: 100.00% (60,712)	00:01:01 Avg for View: 00:01:01 (0.00%)	21,792 % of Total: 100.00% (21,792)	35.20% Avg for View: 35.20% (0.00%)	28.52% Avg for View: 28.52% (0.00%)	\$0.00 % of Total: 0.00% (\$0.00)
1. /	9,325 (12.20%)	7,449 (12.27%)	00:00:45	7,010 (32.17%)	10.07%	18.70%	\$0.00 (0.00%)
2. /general/page/aquatic-fitness-center	6,004 (7.86%)	4,826 (7.95%)	00:00:22	1,711 (7.85%)	14.27%	10.41%	\$0.00 (0.00%)
3. /general/page/aquatic-center	4,598 (6.02%)	3,337 (5.50%)	00:00:16	264 (1.21%)	25.47%	5.05%	\$0.00 (0.00%)
4. /general/page/schedule-glance	4,329 (5.67%)	3,929 (6.47%)	00:02:55	1,395 (6.40%)	70.74%	68.15%	\$0.00 (0.00%)
5. /general/page/fitness-center	2,839 (3.72%)	1,803 (2.97%)	00:00:18	195 (0.89%)	30.93%	6.38%	\$0.00 (0.00%)
6. /general/page/admission-policies	2,024 (2.65%)	1,679 (2.77%)	00:02:12	306 (1.40%)	83.33%	43.58%	\$0.00 (0.00%)
7. /general/page/public-swim	1,977 (2.59%)	1,798 (2.96%)	00:03:01	878 (4.03%)	78.79%	67.83%	\$0.00 (0.00%)
8. /general/page/camellia-run-0	1,604 (2.10%)	1,380 (2.27%)	00:04:04	1,073 (4.92%)	55.73%	75.12%	\$0.00 (0.00%)
9. /general/page/fitness-center-schedule-closures	1,369 (1.79%)	1,170 (1.93%)	00:02:06	262 (1.20%)	76.81%	43.68%	\$0.00 (0.00%)
10. /general/page/closures	1,342 (1.76%)	993 (1.64%)	00:05:16	596 (2.73%)	41.39%	60.28%	\$0.00 (0.00%)

Rows 1 - 10 of 1389

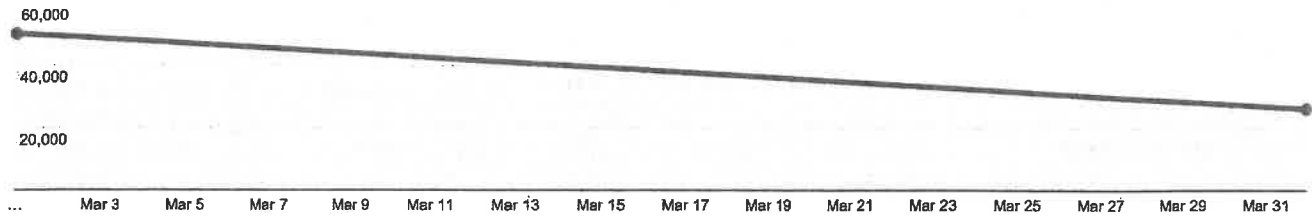
Pages

All Users
 100.00% Pageviews

Mar 1, 2019 - Apr 16, 2019

Explorer

Pageviews



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10. /general/page/closures	1,342 (1.76%)	993 (1.64%)	00:05:16	596 (2.73%)	41.39%	60.28%	\$0.00 (0.00%)
11. /general/page/youth-sports	1,253 (1.64%)	878 (1.45%)	00:00:24	96 (0.44%)	13.40%	4.47%	\$0.00 (0.00%)
12. /general/page/youth	1,250 (1.64%)	996 (1.64%)	00:00:20	44 (0.20%)	46.51%	5.76%	\$0.00 (0.00%)
13. /general/page/swim-lessons	1,199 (1.57%)	724 (1.19%)	00:00:33	161 (0.74%)	14.02%	12.76%	\$0.00 (0.00%)
14. /general/page/fitness-center-programs	1,154 (1.51%)	983 (1.62%)	00:02:41	281 (1.29%)	67.37%	50.52%	\$0.00 (0.00%)
15. /general/page/facility-amenities	996 (1.30%)	834 (1.37%)	00:01:32	86 (0.39%)	57.95%	26.10%	\$0.00 (0.00%)
16. /activities	945 (1.24%)	717 (1.18%)	00:00:11	12 (0.06%)	16.67%	4.55%	\$0.00 (0.00%)
17. /general/page/facilities-0	879 (1.15%)	724 (1.19%)	00:00:10	24 (0.11%)	70.83%	5.57%	\$0.00 (0.00%)
18. /general/page/spring-sports	829 (1.08%)	669 (1.10%)	00:00:13	18 (0.08%)	43.75%	5.67%	\$0.00 (0.00%)
19. /general/page/cprd-middle-school-track	801 (1.05%)	613 (1.01%)	00:04:44	342 (1.57%)	40.23%	68.29%	\$0.00 (0.00%)
20. /calendar	790 (1.03%)	593 (0.98%)	00:00:28	48 (0.22%)	35.42%	9.37%	\$0.00 (0.00%)

21. /parksites	710 (0.93%)	474 (0.78%)	00:01:04	152 (0.70%)	36.18%	25.77%	\$0.00 (0.00%)
22. /general/page/adult	693 (0.91%)	555 (0.91%)	00:00:21	24 (0.11%)	58.33%	7.50%	\$0.00 (0.00%)
23. /404-error	672 (0.88%)	568 (0.94%)	00:00:48	428 (1.96%)	45.79%	42.41%	\$0.00 (0.00%)
24. /activities/page/community-easter-egg-hunts	635 (0.83%)	569 (0.94%)	00:01:30	268 (1.23%)	78.73%	48.98%	\$0.00 (0.00%)
25. /general/page/program-packages-session-dates	634 (0.83%)	519 (0.85%)	00:03:07	88 (0.40%)	81.72%	47.48%	\$0.00 (0.00%)
26. /general/page/senior-center	630 (0.82%)	314 (0.52%)	00:00:23	106 (0.49%)	27.36%	10.16%	\$0.00 (0.00%)
27. /general/page/recreation-community-school	585 (0.77%)	390 (0.64%)	00:00:18	52 (0.24%)	28.85%	7.86%	\$0.00 (0.00%)
28. /general/page/youth-sports-camps	558 (0.73%)	261 (0.43%)	00:00:22	12 (0.06%)	75.00%	7.53%	\$0.00 (0.00%)
29. /general/page/swim-lesson-schedule	549 (0.72%)	439 (0.72%)	00:02:03	80 (0.37%)	82.72%	44.26%	\$0.00 (0.00%)
30. /general/page/child-care-care	505 (0.66%)	379 (0.62%)	00:02:14	207 (0.95%)	40.76%	46.53%	\$0.00 (0.00%)
31. /contact	476 (0.62%)	421 (0.69%)	00:02:04	115 (0.53%)	54.78%	56.51%	\$0.00 (0.00%)
32. /general/page/adult-sports	463 (0.61%)	332 (0.55%)	00:00:29	56 (0.26%)	8.93%	9.29%	\$0.00 (0.00%)
33. /general/page/adult-programs-fun-fitness-and-dance	445 (0.58%)	363 (0.60%)	00:00:52	31 (0.14%)	77.42%	21.57%	\$0.00 (0.00%)
34. /general/page/sports	442 (0.58%)	367 (0.60%)	00:00:12	22 (0.10%)	10.00%	1.36%	\$0.00 (0.00%)
35. /general/page/activity-guides	403 (0.53%)	283 (0.47%)	00:01:56	42 (0.19%)	17.78%	28.04%	\$0.00 (0.00%)
36. /general/page/about-cprd	390 (0.51%)	325 (0.54%)	00:00:28	10 (0.05%)	70.00%	10.00%	\$0.00 (0.00%)
37. /jobs	373 (0.49%)	281 (0.46%)	00:00:58	69 (0.32%)	37.68%	30.03%	\$0.00 (0.00%)
38. /general/page/rental-facilities	365 (0.48%)	221 (0.36%)	00:01:53	57 (0.26%)	45.61%	26.85%	\$0.00 (0.00%)
39. /general/page/bonnie-benedict-preschool	358 (0.47%)	299 (0.49%)	00:01:01	76 (0.35%)	49.35%	25.14%	\$0.00 (0.00%)
40. /general/page/gymnastics	358 (0.47%)	296 (0.49%)	00:03:42	140 (0.64%)	31.94%	50.28%	\$0.00 (0.00%)
41. /general/page/where-and-how-register	357 (0.47%)	311 (0.51%)	00:02:20	62 (0.28%)	61.90%	48.74%	\$0.00 (0.00%)
42. /general/page/fitness-around-district	351 (0.46%)	259 (0.43%)	00:00:19	11 (0.05%)	60.00%	8.55%	\$0.00 (0.00%)
43. /general/page/newberg-youth-baseball	338 (0.44%)	301 (0.50%)	00:04:46	187 (0.86%)	31.41%	65.68%	\$0.00 (0.00%)
44. /general/page/aquatic-fitness	329 (0.43%)	291 (0.48%)	00:02:29	54 (0.25%)	79.63%	46.20%	\$0.00 (0.00%)
45. /general/page/fitness-area-grand-opening	324 (0.42%)	272 (0.45%)	00:01:07	25 (0.11%)	65.38%	21.91%	\$0.00 (0.00%)
46. /general/page/splashpad	318 (0.42%)	307 (0.51%)	00:00:40	22 (0.10%)	40.91%	12.26%	\$0.00 (0.00%)
47. /general/page/cprd-girls-youth-softball	314 (0.41%)	274 (0.45%)	00:04:18	64 (0.29%)	40.91%	62.10%	\$0.00 (0.00%)
48. /general/page/crater-park	312 (0.41%)	258 (0.42%)	00:04:47	231 (1.06%)	32.91%	69.23%	\$0.00 (0.00%)
49. /general/page/aquatic-sports	297 (0.39%)	255 (0.42%)	00:00:49	18 (0.08%)	66.67%	12.79%	\$0.00 (0.00%)
50. /general/page/cprd-adult-city-league-basketball-winter	295 (0.39%)	252 (0.42%)	00:06:27	163 (0.75%)	45.24%	75.25%	\$0.00 (0.00%)
51. /general/page/orientations-fitness-evaluation-personal-training	284 (0.37%)	256 (0.42%)	00:01:03	23 (0.11%)	82.61%	26.41%	\$0.00 (0.00%)
52. /general/page/special-events-pool-closures	284 (0.37%)	231 (0.38%)	00:00:45	21 (0.10%)	42.86%	17.25%	\$0.00 (0.00%)
53. /general/page/community-school	277 (0.36%)	220 (0.36%)	00:01:55	59 (0.27%)	50.85%	42.60%	\$0.00 (0.00%)
54. /directory	265 (0.35%)	242 (0.40%)	00:03:53	81 (0.37%)	60.98%	67.92%	\$0.00 (0.00%)
55. /general/page/special-activities	245 (0.32%)	206 (0.34%)	00:00:20	12 (0.06%)	50.00%	13.47%	\$0.00 (0.00%)
56. /general/page/aquatic-park	236	176	00:01:10	139	31.65%	42.80%	\$0.00

Parks Activity Report, March/April 2019

Aquatic and Fitness Center

As you are probably aware we lost a long term (10 Year) employee, Troy Kronewitter's final day was April 12, 2019. We will be looking for a Building Maintenance Director. In the meantime I have contracted out some services that should get us through until we find a replacement. Triplett Wellman has almost completed all Phases of the Chehalem Aquatic and Fitness Center. There is the issue of the 3rd and final Air Source Heat Pump to be repaired and brought on line, some programming to the HVAC system due to mechanical changes. The final punch list remains. 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 April. Our team at the Aquatic Center continues to monitor and refine the systems in the building for efficiency.

Cultural Center

We have been working with Scott Edwards Architecture and GDS General Construction on Phase III of the Culinary Enrichment Center at the Cultural Center. An estimated Completion date of July 9, 2019 as the project seems to be ahead of schedule. The plumbing installed, backfilled, compacted and concrete complete. Plumbing is in, Framing complete, most electrical, HVAC, Fire suppression and the additional doorway into the Black Box Theater. Concrete polishing, Sheetrock after all mechanical is complete.

Friends Park

I have been working on permits with the Saunders Co. and David Evans & Associates, Permits for the development of Friends Park should be complete this week. 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.

Sander Estate Park

The Surveying work on the Sander property at the request of Scott Edwards Architecture for their work on a Master Plan is complete. Filbert Trees to be removed August/September 2019.

Other District Buildings

Ongoing cleaning, painting, and repairs to various District buildings.

Parks

We are continuing to install Rain Sensors on the irrigation systems in our Parks so that we may continue to control our irrigation costs.

Ball season and Lacrosse 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 3rd 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, Greens, Tees & some Fairways completed

Parks Summary

Month of: April 2019

<i>Park Name</i>	<i>Hours Worked</i>
<i>Armory</i>	55.25
<i>Billick/Dundee</i>	37.50
<i>Buckley Park</i>	0.75
<i>Central</i>	19.00
<i>Che. Valley</i>	8.00
<i>College</i>	1.00
<i>Community Center</i>	2.75
<i>Crabtree</i>	1.25
<i>Crater Ball Fields</i>	31.75
<i>Elliott Road</i>	27.75
<i>Ewing Young</i>	3.50
<i>Falcon Crest Park</i>	1.00
<i>Fortune Park</i>	1.00
<i>Gail Park</i>	0.75
<i>Gladys</i>	1.25
<i>Golf Course</i>	2.25
<i>Herbert Hoover</i>	35.25
<i>Jaquith</i>	28.50
<i>Jaquith Ball Fields</i>	37.75
<i>Memorial/Scout House</i>	25.00
<i>Mt. View (Springbrook)</i>	5.50
<i>Non-District Properties</i>	3.00
<i>Oak Knoll Park</i>	1.00
<i>Oaks Park</i>	1.00
<i>Other District Land</i>	4.50
<i>Pool</i>	125.75
<i>Pre-School</i>	15.00
<i>Pride Gas</i>	1.25
<i>Renne Fields</i>	1.00
<i>Rotary Centennial Park</i>	2.00
<i>Schaad Park</i>	0.50
<i>Scott Leavitt</i>	1.00
<i>Senior Center</i>	57.50
<i>Spring Meadow</i>	0.75
<i>Steel Bldg</i>	0.50
<i>Transfer Station</i>	1.75
<i>vacation/holiday/sick/comp.</i>	160.00
<i>Youth building</i>	18.00
Total	721.25

Activity Financial Report - March 2019		Department - Aquatics 451						
REVENUE	Mar '17/18	Mar '18/19	Yr to Date '18	Yr to Date '19	Year End 16/17	Year End 17/18	Est June 18/19	
Aquatics - 451:								
451.003 Youth Fitness						\$204.00		
451.007/291 Water Exercise	\$448.25	\$515.50	\$3,656.75	\$2,418.00	\$9,885.50	\$4,107.25	\$11,865.00	
451.008 Weight Training	\$2,578.00	\$3,667.00	\$18,368.25	\$4,370.50	\$22,311.39	\$21,696.75	\$23,745.00	
451.011 Private Swim Lessons	\$3,562.00	\$5,787.00	\$26,202.30	\$42,225.00	\$35,124.51	\$35,134.75	\$43,900.00	
451.012 Optum Fitness Advantage*	\$224.00	\$624.00	\$344.00	\$1,877.00	-\$108.00	\$660.00	\$8,200.00	
451.013 Water Safety	\$485.00	\$225.00	\$3,412.00	\$1,827.82	\$3,648.00	\$5,068.00	\$6,000.00	
451.014 SilverSneakers - Tivity*	\$610.00	\$183.50	\$2,600.50	\$907.00	\$3,271.50	\$3,036.50	\$8,200.00	
451.015 Silver&Fit - ASH*	\$1,209.00	\$2,265.00	\$19,270.55	\$8,832.00	\$15,644.02	\$21,049.55	\$8,200.00	
451.016 Water Polo	\$3,484.00	\$599.00	\$17,176.99	\$17,766.21	\$16,924.58	\$20,736.64	\$10,000.00	
451.017 GFU	\$5,000.00	\$5,958.00	\$5,000.00	\$39,484.00	\$12,658.25	\$10,000.00	\$36,775.00	
451.018 Newberg High School	\$400.00		\$3,432.00	\$964.00	\$1,828.00	\$5,510.00	\$5,225.00	
451.019 School Districts								
451.020 Locker Income								
451.021 Locker Rental	\$6.00	\$33.00	\$1,427.50	\$33.00	\$3,478.50	\$1,427.50	\$15,300.00	
451.023 Pool Rental	\$710.00	\$1,380.00	\$6,732.26	\$13,976.50	\$11,629.50	\$13,922.76	\$4,800.00	
451.024 Classroom Rental	\$250.00	\$986.25	\$2,244.50	\$8,503.00	\$3,477.50	\$3,440.50	\$4,800.00	
451.025 Sauna/Spa	\$479.50	\$749.00	\$3,850.90	\$5,050.40	\$5,970.00	\$5,109.70	\$1,500.00	
451.026 Special Events				\$80.00				
451.027 Repasses				\$150.00				
451.061 Vending	\$1,552.58	\$1,108.98	\$2,195.71	\$1,140.48	\$1,547.13	\$2,459.36	\$2,420.00	
451.200 Aquatics Misc				\$200.00		\$25.00		
451.280/293 Sales	\$584.50	\$621.00	\$4,853.75	\$5,149.75	\$7,104.72	\$6,174.76	\$10,000.00	
451.281 CST/CVA			\$9,544.50	\$15,430.00	\$12,737.00	\$12,544.50	\$18,000.00	
451.282 Swim Lessons	\$7,778.70	\$11,272.58	\$85,073.69	\$112,414.58	\$121,337.67	\$126,291.39	\$154,515.00	
451.283 Lap Swim	\$928.50	\$1,180.50	\$6,282.95	\$13,278.92	\$7,950.18	\$8,937.45	\$9,145.00	
451.284 Public Swim	\$2,694.75	\$15,627.80	\$21,066.13	\$113,904.50	\$29,517.08	\$46,059.22	\$96,125.00	
451.285 Equipment Rental		\$6.00		\$31.00	\$56.25	\$889.00		
451.286 Membership Sales	\$8,438.50	\$46,396.12	\$77,931.75	\$155,653.59	\$102,851.87	\$109,348.50	\$192,076.00	
451.287 Weight Room	\$742.00	\$1,970.50	\$6,937.98	\$3,141.00	\$9,908.67	\$8,186.48	\$10,500.00	
451.289 Punch Cards - General	\$907.00	\$3,616.40	\$6,283.00	\$20,995.90	\$7,819.00	\$11,324.00	\$12,425.00	
451.290 Gift Certificates					\$56.00			
451.292 Scholarship (Swim Lessons)					\$35.00			
451.294 Indoor Kayak	\$90.00		\$965.00	\$3,247.00	\$1,112.00	\$1,095.00		
451.296 Patio Rental			\$550.00	\$90.00	\$140.00	\$550.00		
451.293/425 Basketball Court		\$1,550.75		\$1,961.75				
451.426 Pickleball Court		\$126.50		\$126.50				
451.427 Volleyball Court		\$22.00		\$22.00				
TOTAL AQUATIC REVENUE	\$43,162.28	\$106,471.38	\$395,402.96	\$595,251.40	\$447,915.82	\$484,988.56	\$688,916.00	

Activity Financial Report - March 2019		Department - Aquatics 451						
EXPENDITURES	Mar '17/18	Mar '18/19	Yr to Date '18	Yr to Date '19	Year End 16/17	Year End 17/18	Est June 18/19	
Aquatics - 451:								
Personnel Services								
Aquatic Supervisor		\$1,434.12		\$12,907.08		\$3,585.30	\$17,168.00	
Secretary I	\$1,353.03	\$1,720.00	\$9,778.56	\$14,533.33		\$14,093.85	\$29,985.00	
Secretary II	\$2,235.20	\$2,305.60	\$20,989.71	\$22,455.24		\$28,365.87	\$22,360.00	
Aquatic Coordinator	\$3,383.60	\$3,513.62	\$30,403.86	\$31,557.52		\$40,500.98	\$42,164.00	
Aquatics Specialist		\$2,887.85		\$25,846.84		\$3,920.10	\$34,688.00	
Guards	\$5,050.97	\$11,909.33	\$50,905.48	\$137,336.66		\$80,079.31	\$244,395.00	
Cashiers	\$3,105.78	\$5,839.98	\$28,763.92	\$38,393.87		\$39,227.41	\$73,133.00	
Instructors	\$3,228.61	\$5,497.98	\$29,421.57	\$41,197.82		\$41,042.78	\$79,670.00	
Coaches	\$960.39	\$287.37	\$2,744.72	\$549.18		\$5,641.23	\$1,700.00	
Group Fitness Instructors		\$503.63		\$503.63				
Total Personnel Services	\$19,317.58	\$35,899.48	\$173,007.82	\$325,281.17	\$215,517.36	\$256,456.83	\$545,263.00	

Materials & Services:										
Office Supplies	\$600.49	\$384.10	\$2,267.45	\$2,699.58	\$3,088.00	\$3,221.11	\$5,510.00			
Postage Supplies	\$613.51		\$949.53	\$107.06	\$768.35	\$1,019.15	\$4,450.00			
Program Supplies	\$1,559.97	\$1,699.32	\$3,698.18	\$6,957.83	\$11,029.94	\$7,282.11	\$15,000.00			
Chemical & Agricultural Supplies	\$111.98	\$1,198.84	\$10,540.81	\$22,971.56	\$21,096.53	\$15,707.09	\$29,900.00			
Store Supplies	\$58.80	\$1,213.88	\$1,769.71	\$4,729.27	\$5,590.64	\$1,769.71	\$7,500.00			
Gas & Oil Supplies			\$21.85			\$769.54				
Classifieds						\$24.91	\$625.00			
Brochure		\$167.00	\$466.56	\$167.00	\$757.39	\$733.43	\$1,450.00			
Flyers	\$66.88	\$32.40	\$1,133.97	\$645.42	\$1,180.29	\$1,437.74	\$4,850.00			
Professional Dues	\$6.25	\$71.95	\$1,090.00	\$3,505.13	\$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	\$44.34		\$180.23	\$176.75	\$144.43	\$180.23	\$350.00			
Staff Expenses		\$21.00	\$450.09	\$953.74	\$190.67	\$520.71	\$1,000.00			
Utilities:										
Electricity	\$5,227.65	\$15,448.25	\$39,826.55	\$168,607.86	\$56,114.74	\$66,446.12	\$62,920.00			
Natural Gas	\$8,044.44	\$6,313.45	\$48,863.42	\$25,271.52	\$67,474.71	\$67,856.07	\$77,055.00			
Water/Sewer		\$3,463.03	\$22,699.41	\$26,564.80	\$32,082.29	\$35,804.59	\$45,375.00			
Telephone	\$256.33	\$556.81	\$2,169.03	\$2,857.83	\$3,119.96	\$2,896.60	\$3,780.00			
DOE Repayment										
Fees (activenet/bankcc)	\$2,521.20	\$6,089.01	\$25,254.29	\$35,103.81	\$27,077.08	\$34,085.46	\$37,910.00			
Structure Maint Repair	\$468.77		\$468.77	\$2,574.40		\$468.77				
Prof & Contract Services										
Program Contracts 451.380.003	\$1,193.98		\$10,633.63	\$251.26	\$20,226.29	\$20,020.94	\$22,000.00			
Insurance Services		\$5,362.32	\$26,528.09	\$48,439.49	\$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										
Total Materials & Services	\$20,774.59	\$42,021.36	\$200,106.52	\$353,893.98	\$278,090.97	\$289,754.92	\$358,901.00			
TOTAL AQUATIC EXPENDITURES	\$40,092.17	\$77,920.84	\$373,114.34	\$679,175.15	\$493,608.33	\$546,211.75	\$904,164.00			



Adult Sports

April 2019 Activity Report, Department 452

Department 452 Participation Tracking	March 2019	
Activity	Participants	Participant Hours
Adult City League	100	600
Safety Meeting	10	8
Participation Total	110	608
Department 452 Financial Tracking	March 2019	
Supervisory Staff Expense	465.00	
Administrative Staff Expense	1310.00	
Part Time Staff Expense	350.00	
Material Expense	1375.00	
Total Expense	3500.00	
Program Revenue	250.00	
Net	(3250.00)	
Cost Per Participant	(29.55)	
Cost Per Participant Hour	(5.35)	

Department 452 – Adult Sports

Men’s adult league basketball came to a close in March. The CPRD team was crowned champions for the first time in history.

We have had great success this season with the league being very competitive, and everyone involved from the staff to the players have made it very enjoyable.

Registration is open for Adult Men’s league softball.



Youth Sports

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

Department 453 Participation Tracking	March 2019	
Activity	Participants	Participant Hours
Track	150	600
Lacrosse	100	400
Total	250	1000

Department 453 Financial Tracking	March 2019	
Supervisory Staff Expense	1825.00	
Administrative Staff Expense	4575.00	
Part Time Staff Expense	95.00	
Program/Materials Expense	4960.00	
Total Expense	11455.00	
Program Revenue	20475.00	
Net	9020.00	
Cost Per Participant	36.08	
Cost Per Participant Hour	9.02	

Department 453 – Youth Sports

The month of March marks the transition from winter to spring sports. CPRD offers track, lacrosse and youth softball in the spring. Lacrosse has already started playing competitive games and track has begun practicing. The weekend softball tournaments started in March and will continue throughout the spring and summer.

March 2018 Activity Report Department

454 Recreation,
456 Senior Center,
457 Community School

454 Recreation

Mar-19 Fiscal year

Notes:

Community School Classes are not scheduled to begin until early to Mid April. So not seeing any revenue for the month of March is not a strange phenomenon. But in the month of March we have hired 3 additional community school instructors. Each of which are lined up to start teaching summer camps starting in June.

Michelle Baker (Gymnastics instructor) had to take a leave of absence from coaching with the Park District. She notified CPRD in Feb that she was expecting a Baby sometime over the summer. At that point she had anticipated being able to work until May. On March 8th she informed the district that she would prefer to go on maternity leave. She had agreed to give CPRD one more week to schedule a replacement for her. But she ended up starting leave on March 8th.

Fortunately for us, we had already set an interview with another gymnastics coach. That interview went really well. Rosalinda Lango is our newest Gymnastics Instructor. She started work in April. Unfortunately, she is unavailable for any of our summer programs. But she has agreed to come back in Sept and begin coaching with us again.

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.

Materials Expenses in these departments are a little higher than normal. We have purchased our bulk order of 1st aid supplies for the upcoming year.

Respectfully Submitted by
Matthew Compton
Recreation and Care Coordinator

454 Recreation		
	Mar-19	Fiscal year
Supervisory Staff Expense	595.62	5360.58
Recreation Coordinator	1,858.60	14066.96
Part Time Staff Expense	2,268.50	19220.66
Fringe	2,004.06	14262.98
program Expense	3560.54	26556.64
Utilities Expense	0	0
Total Expense	10287.32	79467.82
Program Revenue	4916.92	50617.77
Rental Revenue		0
Net	5370.4	28850.39
456 Senior Center		
	Mar 19	Fiscal year
Recreation Coordinator	1,179.76	13251.81
Senior Center Specialist	2,378.22	21363.25
Part Time Staff Expense	0	719.84
Fringe	2,046.06	19169.36
program Expense	430.97	11717.36
Utilities Expense	3,414.94	55113.08
Total Expense	9,449.95	121334.7
Program Revenue	2677	25362.36
Rental Revenue	5209.76	38939.96
Net	1563.19	55055.43
457 Community School		
	Mar-19	Fiscal year
Supervisory Staff Expense	0	0
Admin Staff Expense	727.98	6551.82
Part Time Staff Expense	882.12	6611.82
Fringe	469.53	2716.41
program Expense	287.03	12183.31
Utilities Expense	0	0
Total Expense	2366.66	28063.36
Program Revenue	0	23992
Rental Revenue	0	0
Net	2366.66	4062.36

March 2019 Activity Report

455 Care	March 2019	Fiscal Year To Date
Supervisory Staff	595.62	5360.58
Recreation Coordinator	915.04	8235.36
Care Director	0	14779.43
Care Technician	640.08	5912.59
Part Time Staff Expense	16184.35	172156.71
Fringe	2959.54	30103.69
program Expense	13014.75	70049.13
Utilities Expense		0
Total Expense	34309.38	306597.49
Program Revenue	39,603.98	413571.96
Rental Revenue	0	0
Net	-5294.6	-106974.47

474 Pre School	March 2019	Fiscal Year To Date
Supervisory Staff	0	0
Admin Staff Expense	0	0
Pre School Instructor	1440	15603.64
Fringe	783.31	6424.28
program Expense	339.41	4461.04
Utilities Expense	361.63	2652.75
Total Expense	2924.35	26153.52
Program Revenue	2553	26302.85
Rental Revenue	0	0
Net	371.35	-559.71

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.

Spring Break all day care.

March 25th to 29th.

We had an average of 60 grade school students per day. In addition to having some really fun care staff on hand. We scheduled a lot of activities for these kids. Including trips to our Gymnastics Gym and the new Aquatic and Fitness centers. As well as field trips to Oaks Park for roller skating and to the Gilbert House.

We have started the hiring process for our Camp Care summer program. 6 interviews in March and another 4 scheduled for April. We are gearing up for a fantastic summer program.

Respectfully Submitted by
Matthew Compton Recreation
and Care Coordinator

March

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	19 v 18	% Diff
Dry Days	14	6	8	18	11	17	9	5	19	18		
Starts by Category												
Resident	655	374	351	554	366	454	416	305	481	540	59	12.3%
Non Resident	1001	677	686	1598	504	884	580	426	826	680	-146	-17.7%
Group	46	0	0	0	0	60	140	0	19	18	-1	-5.3%
League	32	40	16	41	34	51	20	15	16	6	-10	-62.5%
Complimentary	383	447	456	444	328	301	468	441	329	313	-16	-4.9%
Misc/Promotional	584	736	228	246	753	922	695	474	517	1121	604	116.8%
Total Starts	2701	2274	1737	2883	1985	2672	2319	1661	2188	2678	490	22.4%
Revenue												
Green Fees	63298	59541	52379	74374	54989	52887	33543	29062	47348	47012	\$ (336)	-0.7%
Driving Range	6592	6464	6147	11304	8000	8723	6962	4702	8001	8543	\$ 542	6.8%
Rentals	14448	10549	8860	17881	12577	13343	13811	8270	13963	13646	\$ (317)	-2.3%
Golf Shop	6047	4389	3773	6983	3818	4254	3791	3013	4741	5644	\$ 903	19.0%
Snack Bar	11542	7306	5477	9906	6799	11902	7850	3788	8130	10308	\$ 2,178	26.8%
Instruction	1769.5	0	0	325	600	55	205	75	105	105	\$ -	0.0%
Miscellaneous	8744.5	16647	4861	-591	-3962	595	1484	18323	2641	2502	\$ (139)	-5.3%
Total Revenue	112441	104896	81497	120182	82821	91759	67646	67233	84929	87760	\$ 2,831	3.3%
\$ per Start												
Green Fees \$ per Start	\$ 23.44	\$ 26.18	\$ 30.15	\$ 25.80	\$ 27.70	\$ 19.79	\$ 14.46	\$ 17.50	\$ 21.64	\$ 17.55	\$ (4.08)	-18.9%
Driving Range \$ per Start	\$ 2.44	\$ 2.84	\$ 3.54	\$ 3.92	\$ 4.03	\$ 3.26	\$ 3.00	\$ 2.83	\$ 3.66	\$ 3.19	\$ (0.47)	-12.8%
Rentals \$ per Start	\$ 5.35	\$ 4.64	\$ 5.10	\$ 6.20	\$ 6.34	\$ 4.99	\$ 5.96	\$ 4.98	\$ 6.38	\$ 5.10	\$ (1.29)	-20.2%
Golf Revenue \$ per Start	\$ 31.22	\$ 33.66	\$ 38.79	\$ 35.92	\$ 38.07	\$ 28.05	\$ 23.42	\$ 25.31	\$ 31.68	\$ 25.84	\$ (5.84)	-18.4%
Golf Shop \$ per Start	\$ 2.24	\$ 1.93	\$ 2.17	\$ 2.42	\$ 1.92	\$ 1.59	\$ 1.63	\$ 1.81	\$ 2.17	\$ 2.11	\$ (0.06)	-2.7%
Snack Bar \$ per Start	\$ 4.27	\$ 3.21	\$ 3.15	\$ 3.44	\$ 3.43	\$ 4.45	\$ 3.39	\$ 2.28	\$ 3.72	\$ 3.85	\$ 0.13	3.6%
Concession Revenue	\$ 6.51	\$ 5.14	\$ 5.33	\$ 5.86	\$ 5.35	\$ 6.05	\$ 5.02	\$ 4.09	\$ 5.88	\$ 5.96	\$ 0.07	1.3%
Total Revenue \$ per Start	\$ 41.63	\$ 46.13	\$ 46.92	\$ 41.69	\$ 41.72	\$ 34.34	\$ 29.17	\$ 40.48	\$ 38.82	\$ 32.77	\$ (6.05)	-15.6%
GolfNow Barter Rounds	61	6	0	46	82	116	126	46	91	121	30	33.0%

Lower March rate than 2018, to see if more golfers would play. More golfers did play and revenue was up slightly, but of course \$/round went down.

YTD through March

	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY19 v FY18	% Diff
<u>Dry Days</u>	12063	12069	12075	12081	12087	12093				
<u>Starts by Category</u>										
Resident	0	0	0	0	0	0	5449	5670	221	4.1%
Non Resident	4425	3443	3881	4362	3677	4708	9125	5583	-3542	-38.8%
Group	14555	10382	13126	10814	9690	9979	1049	1535	486	46.3%
League	2637	3027	2331	1656	2029	1791	305	104	-201	-65.9%
Complimentary	611	418	426	403	413	402	1535	1441	-94	-6.1%
Misc/Promotional	1909	1998	2004	2057	1709	1997	5154	9538	4384	85.1%
Total Starts	24137	19268	21768	19292	17518	18877	23374	24494	1120	4.8%
<u>Revenue</u>										
Green Fees	\$ 568,222	\$ 574,883	\$ 464,776	\$ 525,093	\$ 500,570	\$ 459,560	\$ 478,125	\$ 506,220	\$ 28,095	5.9%
Driving Range	\$ 49,447	\$ 55,458	\$ 45,734	\$ 44,730	\$ 45,686	\$ 38,281	\$ 43,685	\$ 51,267	\$ 7,582	17.4%
Rentals	\$ 162,646	\$ 165,755	\$ 133,485	\$ 138,452	\$ 158,929	\$ 144,022	\$ 153,479	\$ 130,143	\$ (23,336)	-15.2%
Golf Shop	\$ 56,683	\$ 61,112	\$ 51,562	\$ 57,359	\$ 42,365	\$ 37,405	\$ 44,435	\$ 53,257	\$ 8,822	19.9%
Snack Bar	\$ 142,491	\$ 114,329	\$ 88,797	\$ 100,799	\$ 115,051	\$ 92,449	\$ 104,523	\$ 109,922	\$ 5,399	5.2%
Instruction	\$ 11,672	\$ 13,409	\$ 12,923	\$ 3,778	\$ 2,119	\$ 1,310	\$ 3,970	\$ 6,488	\$ 2,518	63.4%
Miscellaneous	\$ 39,538	\$ 35,509	\$ (3,324)	\$ 10,816	\$ (10,596)	\$ 10,533	\$ 15,126	\$ 14,296	\$ (830)	-5.5%
Total Revenue	\$ 1,030,699	\$ 1,020,455	\$ 793,953	\$ 881,027	\$ 854,123	\$ 783,560	\$ 843,343	\$ 871,593	\$ 28,250	3.3%
<u>\$ per Start</u>										
Green Fees \$ per Start	\$ 23.54	\$ 29.84	\$ 21.35	\$ 27.22	\$ 28.57	\$ 24.34	\$ 20.46	\$ 20.67	\$ 0.21	1.0%
Driving Range \$ per Start	\$ 2.05	\$ 2.88	\$ 2.10	\$ 2.32	\$ 2.61	\$ 2.03	\$ 1.87	\$ 2.09	\$ 0.22	12.0%
Rentals \$ per Start	\$ 6.74	\$ 8.60	\$ 6.13	\$ 7.18	\$ 9.07	\$ 7.63	\$ 6.57	\$ 5.31	\$ (1.25)	-19.1%
Golf Revenue \$ per Start	\$ 32.33	\$ 41.32	\$ 29.58	\$ 36.71	\$ 40.25	\$ 34.00	\$ 28.89	\$ 28.07	\$ (0.82)	-2.8%
Golf Shop	\$ 2.35	\$ 3.17	\$ 2.37	\$ 2.97	\$ 2.42	\$ 1.98	\$ 1.90	\$ 2.17	\$ 0.27	14.4%
Snack Bar	\$ 5.90	\$ 5.93	\$ 4.08	\$ 5.22	\$ 6.57	\$ 4.90	\$ 4.47	\$ 4.49	\$ 0.02	0.4%
Concession Revenue	\$ 8.25	\$ 9.11	\$ 6.45	\$ 8.20	\$ 8.99	\$ 6.88	\$ 6.37	\$ 6.66	\$ 0.29	4.5%
Total Revenue \$ per Start	\$ 42.70	\$ 52.96	\$ 36.47	\$ 45.67	\$ 48.76	\$ 41.51	\$ 36.08	\$ 35.58	\$ (0.50)	-1.4%
GolfNow Barter Rounds	0	0	0	0	0	0	1113	1140	27	2.4%

Subject: Form submission from: Contact Us

Date: Tuesday, April 2, 2019 at 2:07:47 PM Pacific Daylight Time

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

To: Kat Ricker

Submitted on Tuesday, April 2, 2019 - 2:07pm

Submitted by anonymous user: 172.16.64.19

Submitted values are:

First Name: Cathryn

Last Name: Davenport

Email: mikefilm2016@gmail.com

Question/Comment:

Hello. I live near Tom Gail park. There has been an increase in people not picking up after their dogs. My dog and I walk around the park every day. On those days I pick up four to one piles a day.

I was wondering if there is an established process specific as to what kind of signs may be put up in a local park. I would like to be a part of the solution. I found a package of four signs, very much like small election signs in size. Background is green with a white dog silhouette and lettering, which says, "Please pick up after your dog." I would be willing to purchase the signs, pull the signs on days when lawn is mowed, and then replace them.

Kids and adults use this park. It is a shame to find so much dog waste on the sidewalk (runners with dogs?) and/or very near the walks.

Thank you for your time and consideration.

Cathryn Davenport

The results of this submission may be viewed at:

<http://www.cprdnewberg.org/node/7/submission/2061>

Subject: RE: Donation request

Date: Monday, March 25, 2019 at 2:29:20 PM Pacific Daylight Time

From: Dundee Elementary Auction

To: Kat Ricker

Thank you! I'd love to attend the April meeting if we can be added to the agenda for a short amount of time to propose our support request for the Dundee Elementary Gym.

Jill Bilka

--
Auction Committee

Dundee Elementary Auction

www.DundeeAuction.com

From: Kat Ricker [mailto:kicker@cprdnewberg.org]

Sent: Monday, March 25, 2019 1:07 PM

To: Dundee Elementary Auction

Subject: Re: Donation request

The Board meets on the fourth Thursday of every month. Here is the link to the appropriate webpage.

<http://www.cprdnewberg.org/general/page/board-directors>

--

Kat Ricker

Public Information Director

Chehalem Park & Recreation District

971.832.4222 [cprdnewberg](http://www.cprdnewberg.org) | [Instagram](#) | [Facebook](#)

From: Dundee Elementary Auction <dundeeelementaryauction@gmail.com>

Date: Monday, March 25, 2019 at 12:54 PM

To: "Kicker@cprdnewberg.org" <kicker@cprdnewberg.org>

Subject: RE: Donation request

How often does the board meet? If you let me know upcoming dates/times I can confirm my availability.

Thanks!

Jill Bilka

--
Auction Committee

Dundee Elementary Auction

www.DundeeAuction.com

From: Kat Ricker [mailto:kicker@cprdnewberg.org]

Sent: Monday, March 25, 2019 9:51 AM

To: Dundee Elementary Auction

Subject: Re: Donation request

Jill,

Julie & Casey



Give us your feedback

What are you commenting on?

Activities

- Adults 50+
- Aquatics
- C.A.R.E. Childcare
- Community School
- Recreation
- Sports

Facilities

- Bonnie Benedict Preschool
- Chehalem Armory
- Chehalem Aquatic & Fitness Center
- Chehalem Community Center
- Chehalem Cultural Center
- Chehalem Glenn Golf Course
- Chehalem Senior Center

General

- Litter
- Parking
- Parks
- Playground
- Restroom
- Website
- Other

What is your comment?

Please think about stenciling the entrance to the aquatic fitness center

What is your recommendation?

People constantly ask where it is of the current entrance is BLATT

We are here to serve you. If you would like to discuss something, let us know and we will contact you.

Would you like us to contact you? Yes No

Preferred method of contact Phone Email

Optional

Name _____

Address _____

Phone _____

Email _____

Other ways to make your voice heard

- **Attend a Board meeting.** The Chehalem Park and Recreation District Board of Directors generally meets the fourth Thursday of each month. The public is welcome. Due to the holidays, the board meets only if necessary in November and December. Visit our website for meeting locations and details.
- **Give us a call.**
Administration Office (503) 554-0283
Registration Desk (503) 537-2909
- **Go online.** You can leave feedback for CPRD on our website at cprdnewberg.org, through Facebook, Twitter, and our blog.



Give us your feedback

0/10

What are you commenting on?

Activities

- Adults 50+
- Aquatics
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- Sports

Facilities

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- Chehalem Cultural Center
- Chehalem Glenn Golf Course
- Chehalem Senior Center

General

- Litter
 - Parking
 - Parks
 - Playground
 - Restroom
 - Website
 - Other
- (more on back)

What is your comment?

wednesday afternoon my fiance and i came to swim laps like usual. we were inappropriately approached by an employee saying im not allowed to wear my swimsuit because this is a "family pool" →

What is your recommendation?

Get a better employee, modernize your rules. This is 2019. The way i was built should not offend anyone.

We are here to serve you. If you would like to discuss something, let us know and we will contact you.

Would you like us to contact you? Yes No

Preferred method of contact Phone Email

*called 5/10/19 5:40 pm
apologized for the lifeguard's offensive approach however the message remains the same. Jara*

Optional

Name Shayle Boedighaimer
 Address 623 Oak hollow dr Newberg
 Phone 971-708-8022
 Email shayle.boedighaimer@gmail.com

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I have photos in the swimmer's locker wearing a
proof. This swimmer is intended to make you
faster while swimming laps. I naturally have
an athlete's body with bigger thighs & back-
side. I take major offence to this shaming.
As George Fox students and members of the
community we will be sharing this around
all social media platforms and at school.
This is absolutely ridiculous and will not
be tolerated!

The employee who stormed into the pool
room, with a raised voice was an
older white male.

claiming at one point

"you're beautiful... but..."

exact words from his mouth,
made my fiancé and I uncomfortable.
All we wanted to do was swim laps
in peace without being shamed. If I
~~get~~ get no apology I'll be taking this



Give us your feedback

What are you commenting on?

Activities

- Adults 50+
- Aquatics
- C.A.R.E. Childcare
- Community School
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- Chehalem Senior Center

General

- Litter
- Parking
- Parks
- Playground
- Restroom
- Website
- Other

What is your comment?

My fiancé and I came on Wed. 4/10 @ 11:00am to swim laps in the comp ~~swim~~ swim pool. as we were getting ready to swim a guard came up and said "no no no we don't allow this here", confused we asked what he was even talking about. He said "This is a family swimming pool and the suit she had on was too revealing." "He said don't get me wrong, you are beautiful ~~What is your recommendation?~~ but we don't allow that much thang". She was wearing a competition style suit that was tight to swim laps and he told her that she wasn't allowed to and that I had to understand. I don't understand @ all! her suit wasn't revealing or unmodest. Why would she wear something like that at this place? We are here to serve you. If you would like to discuss something, let us know and we will contact you.

Would you like us to contact you?

Yes

No

Fix your Standards!

Preferred method of contact Phone

Email

This was ~~inappropriate~~ inappropriate and unwarranted. I am very unhappy that we were interrupted, and told that she could never wear this again ~~here~~ here. It was a very normal suit.

Optional

Name _____

Address _____

Phone _____

Email _____

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Give us your feedback

What are you commenting on?

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- Adults 50+
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Would you like us to contact you? Yes No

Fix your Standards!

Preferred method of contact Phone Email

Optional

Name _____

Address _____

Phone _____

Email _____

This was ~~inappropriate~~ inappropriate and unwarranted. I am very unhappy that we were interrupted, and told that she could never wear this again ~~here~~ here. It was a very normal suit.

Other ways to make your voice heard

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The City of Carlton invites you to the Local Government Dinner

Thursday, May 16, 2019 at

The Horse Radish

211 West Main Street, Carlton

Social Time 6:30-7:00 p.m.

Dinner 7:00 p.m.

Cost: \$30.00 per person

Appetizers upon arrival

Cheese platter, hummus dip with chips

Buffet Menu

Main Course

Roast Beef

Creamy mashed potatoes and gravy

Seasonal vegetables or salad option

Dessert

Chocolate cake with whipped cream and caramel drizzle

Ice water, Coffee and Tea provided



SEATING IS LIMITED

Please RSVP to Aimee Amerson by 5/10/2019

aamerson@ci.carlton.or.us

Mail checks to: 191 E Main street, Carlton OR 97111

Community Updates and Raffle after dinner

Memorandum

Date: April 15, 2019

To: CPRDX001 File

From: Paul Agrimis, RLA, PE

Subject: Meeting Notes for April 12th Newberg-Dundee Bypass Trail Kickoff Meeting

The meeting was held at the CPRD offices beginning at 9:00. Paul Agrimis described the purpose and extents of the proposed project. The purpose of the project is to start building the pedestrian connection between Newberg and Dundee that the community identified as desired since 2009 as part of the Chehalem Heritage Trails (CHT). CHT is envisioned as a network of interconnected trails in eastern Yamhill County connecting to "Points of Interest" in Newberg, Dundee, and the surrounding area. CHT would eventually connect to Champoeg State Park, the Tonquin Ice Age Trail, Yamhelas Westsider Trail, and to the Salmonberry Trail as part of the regional trail network. Locally, it would connect Newberg and Dundee, parks, civic structures, historic sites, the Cultural Center, employment centers, vineyards, and provide pedestrian access to the Willamette River. Don Clements shared that he has been in contact with numerous major landowners along the proposed alignment and that these landowners appear willing to work with CPRD.

The extents of this Bypass Trail pilot project would start running from Industrial Parkway in Newberg where it meets an ODOT access road on the north side of the Newberg-Dundee Bypass west to the Hess Creek floodplain. There would be either a 400-foot bridge crossing, or an approximately 1,800-foot trail that would gradually descend to the floodplain, cross the creek on an approximately 60-foot bridge crossing, and gradually ascend out of the floodplain. Winding up a slope on the west side of the floodplain the trail would merge with an existing 12-foot concrete apron south of Wynooski Road and follow the constructed concrete path to River Street where it currently terminates. It would continue as a new construction on the south side of the ODOT ROW to College Street where it would meet a connector trail running from Ewing Young Park (and by signed trail on to the center of Newberg) and on to the former Yamhill County Landfill site on Waterfront Avenue (and through that site to the Willamette River as the former landfill undergoes a proposed future brownfield conversion to a park). Total length for the pilot project would be approximately 6,000 to 8,000 feet.

Doug Rux shared the Riverfront Master Plan that Newberg has just completed based on robust community input. Preferred Alternative E shows major connections to Newberg via River Street and College Street, and a southern trail along the top of the bluff along a proposed 14th Street that would eventually extend to Dog Ridge Road and back to Wynooski Road. The Riverfront Master Plan includes clusters of medium and high-density residential development, mixed commercial, and mixed employment and industrial land uses. Five overlooks, two gateways, and an esplanade are featured as part of the master plan. A trolley connection between downtown Newberg and the riverfront is under consideration as part of the master plan as well.

The Riverfront Master Plan and the CHT both show the Wynooski waterline bridge as the connection to Marion County and to Champoeg State Park. CPRD will be preparing a feasibility study for a campground on the 90-Acres property abutting the river along Highway 219. There was strong consensus that a bike/ped connection is needed other than the existing 219 bridge and that retrofitting the Wynooski waterline bridge was likely the best alternative.

Alvin Shoblom and Jerry Rosenblad made clear that ODOT plans to increase the Bypass capacity in the future by adding eastbound lanes to the south of the existing facilities. This future potential improvement

Agrimis Planning + Design

Creating Resilient Places

would come after a phase that connects the Bypass to Highway 99W east of Newberg. ODOT could consider the trail to the extent it does not conflict with the proposed future Bypass and that any temporary impacts to a Bypass Trail would not be a parkland taking under Section 4(f) of the Transportation Act of 1966. CPRD, ODOT, and potentially Newberg would need to prepare an Intergovernmental Agreement (IGA) to define such an agreement.

Don Clements highlighted how Dundee and Yamhill County support the Bypass Trail. He also indicated that the Parkway Committee is also in favor of the proposed Bypass Trail. Alvin Shoblom and Jerry Rosenblad pointed out that Jessica Horning, Active Transportation Liaison for ODOT, and Jenna Berman, Bike and Ped Coordinator for Region 2 will need to be involved going forward.

The group completed an exercise before a site tour by van. Everyone was asked to write what they found interesting about the project and what they found challenging on a 3x5 card. The results are shown in Table 1.

Table 1 – Summary of What Attendees Find Interesting and Challenging About the Project

Interesting	Challenging
This Trail could exponentially improve the attraction of living in Newberg by providing access to the crown natural feature – the Willamette River.	Funding small connector trail segments to make trail whole, then assigning maintenance tasks.
Trailways for public access to the River is most interesting.	Funding and access through properties is most challenging.
The economic impact; meeting long-term, state and local needs and interest.	Coordination of agencies and landowners.
Developing high quality recreation connectors to the developing waterfront area.	Finding cost effective solutions to alignment challenges with existing rail and finding good bridge connections.
Opportunity to establish the human scale alignment along the Bypass.	Capture the proper vernacular with the perspective to inform the proposed built environment
The vast amount of trail system planned.	Deciding where to prioritize trail placement.
The opportunity to make Newberg and even more livable place.	Helping key stakeholders reach a consensus.
Connecting communities and community access for recreation.	Creek crossings and project funding.
The opportunity to connect a lot of area for pedestrians and bikes.	Coordination.

The field tour included stops at the end of the access road to Hess Creek; the beginning of the 12-foot concrete path on Wyooski Road. Figure 1 is a photo of the team at the Wyooski Road stop. The tour also included drive-by visits at River Street, College Street, Weatherly Road at the ODOT stormwater facility, and Waterfront Avenue at the former Yamhill County landfill. The meeting wrapped up at 11:20.

The next step for the project will be to meet with more of the ODOT team in Salem. The timing and format of this meeting is to be determined and follow-up will come shortly.

Figure 1 – Team Photo



30% CDS

PRELIMINARY

DATE: 08/05/15
 DESIGNER: NURU
 DRAWING: NURU

SHEET NO. C101
 PROJECT NO. 08/05/00000000

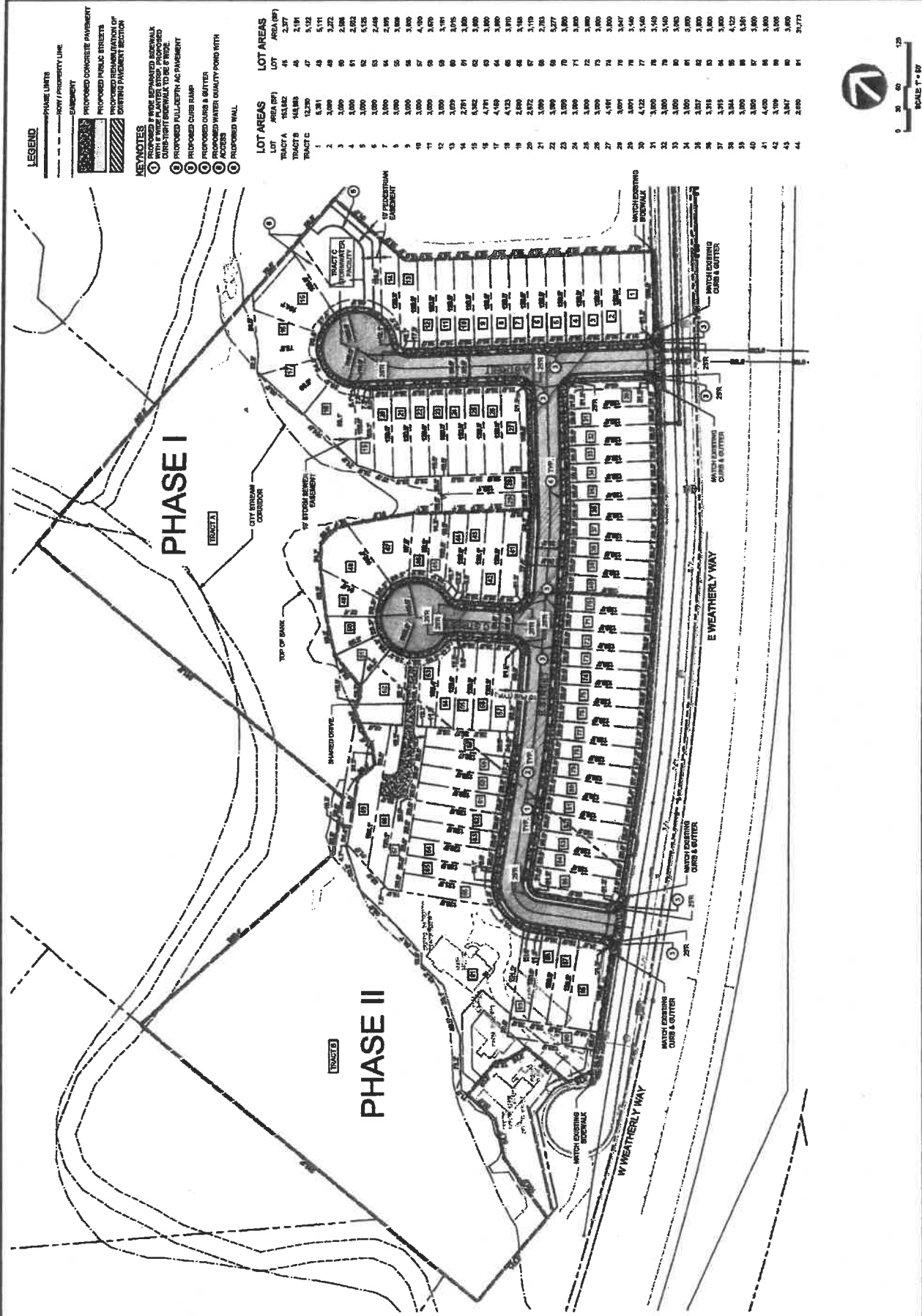
LEGEND

PHASE LIMITS
 ROW / PROPERTY LINE
 EASEMENT
 PROPOSED CONCRETE PAVEMENT
 PROPOSED ASPHALT PAVEMENT
 PROPOSED RESURFACING OF EXISTING PAVEMENT SECTION
 PROPOSED SIDEWALK
 PROPOSED SIDEWALK WITH 8' PLANTER STRIP
 PROPOSED HALF-SIDEWALK (SEPARATELY)
 PROPOSED RESURFACING OF EXISTING SIDEWALK SECTION
 PROPOSED CURB RAMP
 PROPOSED CURB & BUTTER ACCESS
 PROPOSED WATER QUALITY POND WITH ACCESS
 PROPOSED FENCE
 PROPOSED WALL

KEYNOTES

1 PROPOSED SIDEWALK WITH 8' PLANTER STRIP
 2 PROPOSED HALF-SIDEWALK (SEPARATELY)
 3 PROPOSED RESURFACING OF EXISTING SIDEWALK SECTION
 4 PROPOSED CURB RAMP
 5 PROPOSED CURB & BUTTER ACCESS
 6 PROPOSED WATER QUALITY POND WITH ACCESS
 7 PROPOSED FENCE
 8 PROPOSED WALL

LOT AREAS		LOT AREAS	
TRACT	AREA (SQ FT)	TRACT	AREA (SQ FT)
TRACT D	3,470	TRACT I	3,000
TRACT E	4,139	TRACT J	3,000
TRACT F	3,223	TRACT K	3,000
TRACT G	3,016	TRACT L	3,000
TRACT H	3,000	TRACT M	3,000
TRACT I	3,000	TRACT N	3,000
TRACT J	3,000	TRACT O	3,000
TRACT K	3,000	TRACT P	3,000
TRACT L	3,000	TRACT Q	3,000
TRACT M	3,000	TRACT R	3,000
TRACT N	3,000	TRACT S	3,000
TRACT O	3,000	TRACT T	3,000
TRACT P	3,000	TRACT U	3,000
TRACT Q	3,000	TRACT V	3,000
TRACT R	3,000	TRACT W	3,000
TRACT S	3,000	TRACT X	3,000
TRACT T	3,000	TRACT Y	3,000
TRACT U	3,000	TRACT Z	3,000
TRACT V	3,000	TRACT AA	3,000
TRACT W	3,000	TRACT AB	3,000
TRACT X	3,000	TRACT AC	3,000
TRACT Y	3,000	TRACT AD	3,000
TRACT Z	3,000	TRACT AE	3,000
TRACT AA	3,000	TRACT AF	3,000
TRACT AB	3,000	TRACT AG	3,000
TRACT AC	3,000	TRACT AH	3,000
TRACT AD	3,000	TRACT AI	3,000
TRACT AE	3,000	TRACT AJ	3,000
TRACT AF	3,000	TRACT AK	3,000
TRACT AG	3,000	TRACT AL	3,000
TRACT AH	3,000	TRACT AM	3,000
TRACT AI	3,000	TRACT AN	3,000
TRACT AJ	3,000	TRACT AO	3,000
TRACT AK	3,000	TRACT AP	3,000
TRACT AL	3,000	TRACT AQ	3,000
TRACT AM	3,000	TRACT AR	3,000
TRACT AN	3,000	TRACT AS	3,000
TRACT AO	3,000	TRACT AT	3,000
TRACT AP	3,000	TRACT AU	3,000
TRACT AQ	3,000	TRACT AV	3,000
TRACT AR	3,000	TRACT AW	3,000
TRACT AS	3,000	TRACT AX	3,000
TRACT AT	3,000	TRACT AY	3,000
TRACT AU	3,000	TRACT AZ	3,000
TRACT AV	3,000	TRACT BA	3,000
TRACT AW	3,000	TRACT BB	3,000
TRACT AX	3,000	TRACT BC	3,000
TRACT AY	3,000	TRACT BD	3,000
TRACT AZ	3,000	TRACT BE	3,000
TRACT BA	3,000	TRACT BF	3,000
TRACT BB	3,000	TRACT BG	3,000
TRACT BC	3,000	TRACT BH	3,000
TRACT BD	3,000	TRACT BI	3,000
TRACT BE	3,000	TRACT BJ	3,000
TRACT BF	3,000	TRACT BK	3,000
TRACT BG	3,000	TRACT BL	3,000
TRACT BH	3,000	TRACT BM	3,000
TRACT BI	3,000	TRACT BN	3,000
TRACT BJ	3,000	TRACT BO	3,000
TRACT BK	3,000	TRACT BP	3,000
TRACT BL	3,000	TRACT BQ	3,000
TRACT BM	3,000	TRACT BR	3,000
TRACT BN	3,000	TRACT BS	3,000
TRACT BO	3,000	TRACT BT	3,000
TRACT BP	3,000	TRACT BU	3,000
TRACT BQ	3,000	TRACT BV	3,000
TRACT BR	3,000	TRACT BW	3,000
TRACT BS	3,000	TRACT BX	3,000
TRACT BT	3,000	TRACT BY	3,000
TRACT BU	3,000	TRACT BZ	3,000
TRACT BV	3,000	TRACT CA	3,000
TRACT BW	3,000	TRACT CB	3,000
TRACT BX	3,000	TRACT CC	3,000
TRACT BY	3,000	TRACT CD	3,000
TRACT BZ	3,000	TRACT CE	3,000
TRACT CA	3,000	TRACT CF	3,000
TRACT CB	3,000	TRACT CG	3,000
TRACT CC	3,000	TRACT CH	3,000
TRACT CD	3,000	TRACT CI	3,000
TRACT CE	3,000	TRACT CJ	3,000
TRACT CF	3,000	TRACT CK	3,000
TRACT CG	3,000	TRACT CL	3,000
TRACT CH	3,000	TRACT CM	3,000
TRACT CI	3,000	TRACT CN	3,000
TRACT CJ	3,000	TRACT CO	3,000
TRACT CK	3,000	TRACT CP	3,000
TRACT CL	3,000	TRACT CQ	3,000
TRACT CM	3,000	TRACT CR	3,000
TRACT CN	3,000	TRACT CS	3,000
TRACT CO	3,000	TRACT CT	3,000
TRACT CP	3,000	TRACT CU	3,000
TRACT CQ	3,000	TRACT CV	3,000
TRACT CR	3,000	TRACT CW	3,000
TRACT CS	3,000	TRACT CX	3,000
TRACT CT	3,000	TRACT CY	3,000
TRACT CU	3,000	TRACT CZ	3,000
TRACT CV	3,000	TRACT DA	3,000
TRACT CW	3,000	TRACT DB	3,000
TRACT CX	3,000	TRACT DC	3,000
TRACT CY	3,000	TRACT DD	3,000
TRACT CZ	3,000	TRACT DE	3,000
TRACT DA	3,000	TRACT DF	3,000
TRACT DB	3,000	TRACT DG	3,000
TRACT DC	3,000	TRACT DH	3,000
TRACT DD	3,000	TRACT DI	3,000
TRACT DE	3,000	TRACT DJ	3,000
TRACT DF	3,000	TRACT DK	3,000
TRACT DG	3,000	TRACT DL	3,000
TRACT DH	3,000	TRACT DM	3,000
TRACT DI	3,000	TRACT DN	3,000
TRACT DJ	3,000	TRACT DO	3,000
TRACT DK	3,000	TRACT DP	3,000
TRACT DL	3,000	TRACT DQ	3,000
TRACT DM	3,000	TRACT DR	3,000
TRACT DN	3,000	TRACT DS	3,000
TRACT DO	3,000	TRACT DT	3,000
TRACT DP	3,000	TRACT DU	3,000
TRACT DQ	3,000	TRACT DV	3,000
TRACT DR	3,000	TRACT DW	3,000
TRACT DS	3,000	TRACT DX	3,000
TRACT DT	3,000	TRACT DY	3,000
TRACT DU	3,000	TRACT DZ	3,000
TRACT DV	3,000	TRACT EA	3,000
TRACT DW	3,000	TRACT EB	3,000
TRACT DX	3,000	TRACT EC	3,000
TRACT DY	3,000	TRACT ED	3,000
TRACT DZ	3,000	TRACT EE	3,000
TRACT EA	3,000	TRACT EF	3,000
TRACT EB	3,000	TRACT EG	3,000
TRACT EC	3,000	TRACT EH	3,000
TRACT ED	3,000	TRACT EI	3,000
TRACT EE	3,000	TRACT EJ	3,000
TRACT EF	3,000	TRACT EK	3,000
TRACT EG	3,000	TRACT EL	3,000
TRACT EH	3,000	TRACT EM	3,000
TRACT EI	3,000	TRACT EN	3,000
TRACT EJ	3,000	TRACT EO	3,000
TRACT EK	3,000	TRACT EP	3,000
TRACT EL	3,000	TRACT EQ	3,000
TRACT EM	3,000	TRACT ER	3,000
TRACT EN	3,000	TRACT ES	3,000
TRACT EO	3,000	TRACT ET	3,000
TRACT EP	3,000	TRACT EU	3,000
TRACT EQ	3,000	TRACT EV	3,000
TRACT ER	3,000	TRACT EW	3,000
TRACT ES	3,000	TRACT EX	3,000
TRACT ET	3,000	TRACT EY	3,000
TRACT EU	3,000	TRACT EZ	3,000
TRACT EV	3,000	TRACT FA	3,000
TRACT EW	3,000	TRACT FB	3,000
TRACT EX	3,000	TRACT FC	3,000
TRACT EY	3,000	TRACT FD	3,000
TRACT EZ	3,000	TRACT FE	3,000
TRACT FA	3,000	TRACT FF	3,000
TRACT FB	3,000	TRACT FG	3,000
TRACT FC	3,000	TRACT FH	3,000
TRACT FD	3,000	TRACT FI	3,000
TRACT FE	3,000	TRACT FJ	3,000
TRACT FF	3,000	TRACT FK	3,000
TRACT FG	3,000	TRACT FL	3,000
TRACT FH	3,000	TRACT FM	3,000
TRACT FI	3,000	TRACT FN	3,000
TRACT FJ	3,000	TRACT FO	3,000
TRACT FK	3,000	TRACT FP	3,000
TRACT FL	3,000	TRACT FQ	3,000
TRACT FM	3,000	TRACT FR	3,000
TRACT FN	3,000	TRACT FS	3,000
TRACT FO	3,000	TRACT FT	3,000
TRACT FP	3,000	TRACT FU	3,000
TRACT FQ	3,000	TRACT FV	3,000
TRACT FR	3,000	TRACT FW	3,000
TRACT FS	3,000	TRACT FX	3,000
TRACT FT	3,000	TRACT FY	3,000
TRACT FU	3,000	TRACT FZ	3,000
TRACT FV	3,000	TRACT GA	3,000
TRACT FW	3,000	TRACT GB	3,000
TRACT FX	3,000	TRACT GC	3,000
TRACT FY	3,000	TRACT GD	3,000
TRACT FZ	3,000	TRACT GE	3,000
TRACT GA	3,000	TRACT GF	3,000
TRACT GB	3,000	TRACT GG	3,000
TRACT GC	3,000	TRACT GH	3,000
TRACT GD	3,000	TRACT GI	3,000
TRACT GE	3,000	TRACT GJ	3,000
TRACT GF	3,000	TRACT GK	3,000
TRACT GG	3,000	TRACT GL	3,000
TRACT GH	3,000	TRACT GM	3,000
TRACT GI	3,000	TRACT GN	3,000
TRACT GJ	3,000	TRACT GO	3,000
TRACT GK	3,000	TRACT GP	3,000
TRACT GL	3,000	TRACT GQ	3,000
TRACT GM	3,000	TRACT GR	3,000
TRACT GN	3,000	TRACT GS	3,000
TRACT GO	3,000	TRACT GT	3,000
TRACT GP	3,000	TRACT GU	3,000
TRACT GQ	3,000	TRACT GV	3,000
TRACT GR	3,000	TRACT GW	3,000
TRACT GS	3,000	TRACT GX	3,000
TRACT GT	3,000	TRACT GY	3,000
TRACT GU	3,000	TRACT GZ	3,000
TRACT GV	3,000	TRACT HA	3,000
TRACT GW	3,000	TRACT HB	3,000
TRACT GX	3,000	TRACT HC	3,000
TRACT GY	3,000	TRACT HD	3,000
TRACT GZ	3,000	TRACT HE	3,000
TRACT HA	3,000	TRACT HF	3,000
TRACT HB	3,000	TRACT HG	3,000
TRACT HC	3,000	TRACT HH	3,000
TRACT HD	3,000	TRACT HI	3,000
TRACT HE	3,000	TRACT HJ	3,000
TRACT HF	3,000	TRACT HK	3,000
TRACT HG	3,000	TRACT HL	3,000
TRACT HH	3,000	TRACT HM	3,000
TRACT HI	3,000	TRACT HN	3,000
TRACT HJ	3,000	TRACT HO	3,000
TRACT HK	3,000	TRACT HP	3,000
TRACT HL	3,000	TRACT HQ	3,000
TRACT HM	3,000	TRACT HR	3,000
TRACT HN	3,000	TRACT HS	3,000
TRACT HO	3,000	TRACT HT	3,000
TRACT HP	3,000	TRACT HU	3,000
TRACT HQ	3,000	TRACT HV	3,000
TRACT HR	3,000	TRACT HW	3,000
TRACT HS	3,000	TRACT HX	3,000
TRACT HT	3,000	TRACT HY	3,000
TRACT HU	3,000	TRACT HZ	3,000
TRACT HV	3,000	TRACT IA	3,000
TRACT HW	3,000	TRACT IB	3,000
TRACT HX	3,000	TRACT IC	3,000
TRACT HY	3,000	TRACT ID	3,000
TRACT HZ	3,000	TRACT IE	3,000
TRACT IA	3,000	TRACT IF	3,000
TRACT IB	3,000	TRACT IG	3,000
TRACT IC	3,000	TRACT IH	3,000
TRACT ID	3,000	TRACT II	3,000
TRACT IE	3,000	TRACT IJ	3,000
TRACT IF	3,000	TRACT IK	3,000
TRACT IG	3,000	TRACT IL	3,000
TRACT IH	3,000	TRACT IM	3,000
TRACT II	3,000	TRACT IN	3,000
TRACT IJ	3,000	TRACT IO	3,000
TRACT IK	3,000	TRACT IP	3,000
TRACT IL	3,000	TRACT IQ	3,000
TRACT IM	3,000	TRACT IR	3,000
TRACT IN	3,000	TRACT IS	3,000
TRACT IO	3,000	TRACT IT	3,000
TRACT IP	3,000	TRACT IU	3,000
TRACT IQ	3,000	TRACT IV	3,000
TRACT IR	3,000	TRACT IW	3,000
TRACT IS	3,000	TRACT IX	3,000
TRACT IT	3,000	TRACT IY	3,000
TRACT IU	3,000	TRACT IZ	3,000
TRACT IV	3,000	TRACT JA	3,000
TRACT IW	3,000	TRACT JB	3,000



- LEGEND**
- PHASE BOUNDARY
 - - - - - PROPERTY LINE
 - CURB
 - CONCRETE PAVEMENT
 - PUBLIC STREETS
 - REMANUFACTURED ASPHALT
 - EXISTING PAVEMENT SECTION

- KEYNOTES**
1. WHERE SHOWN, SIGNALS SHALL BE 8" DIA. 12" H. POSTS WITH 6" DIA. 12" H. LANTERNS. PROPOSED CURB-TIGHT SIGNALS TO BE 8" DIA.
 2. PROPOSED FULL-DEPTH AC PAVEMENT
 3. PROPOSED CURB RAMP
 4. PROPOSED CURB & GUTTER
 5. PROPOSED WATER QUALITY POND WITH ACCESS
 6. PROPOSED WALL

LOT AREAS

LOT	AREA (SF)	LOT AREA (SF)
1	5,311	5,311
2	3,099	3,099
3	3,099	3,099
4	3,000	3,000
5	3,000	3,000
6	3,000	3,000
7	3,000	3,000
8	3,000	3,000
9	3,000	3,000
10	3,000	3,000
11	3,000	3,000
12	3,000	3,000
13	3,075	3,075
14	2,791	2,791
15	5,382	5,382
16	4,791	4,791
17	4,149	4,149
18	4,143	4,143
19	2,890	2,890
20	2,872	2,872
21	3,099	3,099
22	3,099	3,099
23	3,099	3,099
24	3,099	3,099
25	3,099	3,099
26	3,099	3,099
27	3,099	3,099
28	3,099	3,099
29	3,099	3,099
30	4,122	4,122
31	3,000	3,000
32	3,000	3,000
33	3,000	3,000
34	3,000	3,000
35	3,000	3,000
36	3,000	3,000
37	3,318	3,318
38	3,000	3,000
39	3,000	3,000
40	3,000	3,000
41	3,000	3,000
42	3,000	3,000
43	3,000	3,000
44	2,890	2,890





