

**CHEHALEM PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
CHEHALEM ADMINISTRATION OFFICE
125 S. ELLIOTT ROAD
NEWBERG, OREGON
JULY 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 June 27, 2019
 - B. Approval of Bills Payable
 - C. Approval of June Financials
- V. Public Participation**
 - A. No request
 - B. Others not on Agenda
- VI. Action Items/Committee Reports/Board Comments**
 - A. 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
 - 1. Trails Meetings
 - 2. Audit
 - C. Staff Reports
- IX. Correspondence**
 - A. Citizens' Comments/Evaluations
 - B. Miscellaneous Info
- X. Adjournment**

Next meeting is August 22, 2019.

To: Board of Directors
From: Superintendent
Date: July 19, 2019
Re: Background information for July 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 (5-9) for Regular Meeting Minutes of June 27, 2019

RECOMMENDATION: Approval of Regular Board Meeting Minutes for June 27, 2019

- B. Approval of Bill Payable - Bills Payable summary is on page (10-11) 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 \$367,586.98 General Fund, \$0.00 Capital Pool Construction and Loan Fund, \$198,168.55 SDC Fund, \$396.50 Foundation, 4,327.85 Loan Service Fund..

- C. Approval of June 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 (12) for review.

RECOMMENDATION: Approve June Financials.

V. **PUBLIC PARTICIPATION**

- A. No Requested at this time
B. Others not on agenda – We have no other request at this time.

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

- A. 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. We refinanced the loans for the golf course, property and combined them with the loan for the pool and fitness center.

DESCRIPTION	<u>GENERAL FUND SUMMARY</u>		
	AS OF 06/30/17-18	AS OF 06/30/18-19	DIFFERENCE
TOTAL EXPENDITURES	\$ 5,537,942.17	\$ 6,219,073.60	\$ 681,131.43
TOTAL OPERATION EX.	\$ 4,564,233.97	\$ 5,179,536.08	\$ 615,302.11
TOTAL CAP/AQ/DEV/TRS	\$ 973,708.20	\$ 1,039,537.52	\$ 65,829.32
TOTAL REVENUE	\$ 7,487,174.16	\$ 8,536,737.73	\$ 1,049,563.57
TOTAL TAXES	\$ 2,888,302.58	\$ 3,028,549.89	\$ 140,247.31
TOTAL FEES & CHARGES	\$ 3,002,602.12	\$ 3,280,004.64	\$ 277,402.52
TOTAL OTHER REVENUE	\$ 284,130.48	\$ 278,951.21	\$ <5,179.27>
BEGINNING BALANCE	\$ 1,312,138.98	\$ 1,949,231.99	\$ 637,093.01
<u>BALANCE</u>	<u>\$ 1,949,231.99</u>	<u>\$ 2,317,664.13</u>	<u>\$ 368,432.14</u>

DESCRIPTION	<u>SDC FUND SUMMARY</u>		
	AS OF 06/30/17-18	AS OF 06/30/18-19	DIFFERENCE
BEGINNING BALANCE	\$ 347,665.46	\$1,049,490.24	\$ 701,824.78
INTEREST	\$ 6.88	\$ 2,266.05	\$ 2,259.17
CITY OF NEWBERG	\$ 1,096,426.91	\$ 894,971.95	\$ <201,454.96
CITY OF DUNDEE	\$ 34,821.36	\$ 58,581.46	\$ 23,760.10
COUNTY OF YAMHILL	\$ 137,697.72	\$ 73,628.44	<\$ 64,069.28>
TOTAL REVENUE	\$1,616,618.33	\$2,078,938.14	\$ 462,319.81
TOTAL EXPENDITURE	\$ 567,128.09	\$ 226,438.73	<\$ 340,689.36>
<u>BALANCE</u>	<u>\$1,049,490.24</u>	<u>\$1,852,499.41</u>	<u>\$ 803,009.17</u>

Please note the operational cost is up about \$615,302.11. The operational revenue is up about \$277,402.52. If trend continues our ending balance will decrease in the General Fund.

SDC Fund has increased. Please remember the fitness center debt was to come out of SDC's.

- B. Superintendent Report – To be given at meeting
- C. Staff Reports – Please see pages (13-19)

IX. CORRESPONDENCE

- A. Citizens Comments/Evaluations – Please see page (20-26).
- B. Miscellaneous Information – Please see page (27-28)

X. ADJOURNMENT.

AUGUST 22, 2019 IS OUR NEXT SCHEDULED BOARD MEETING.

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**CHEHALEM PARK AND RECREATION DISTRICT
CPRD BOARD OF DIRECTORS MEETING MINUTES
CPRD ADMINISTRATION OFFICE
125 S. ELLIOTT ROAD
JUNE 27, 2019
MINUTES**

I CALL TO ORDER,

I Bart Rierson called the meeting to order at 6:02 p.m.

II ROLL CALL

Board members:

Peter Siderius–Secretary/Treasurer

Bart Rierson–President

Don Loving–Vice President

Lisa Rogers

Mike Ragsdale–ABSENT

CPRD Staff:

Don Clements, Superintendent

Casey Creighton, Basic Services Supervisor

Julie Petersen, Special Services Supervisor

Kellan Sasken, Special Services/Golf Director

Kayla McElligott, Events Marketing Coordinator

Public:

Troy Kronewitter

III APPROVAL OF OR ADDITIONS TO AGENDA

ADDITIONS:

IV. Approval of consent agenda

- a. Approval of minutes of regular Board meeting May 23, 2019
- b. Approval of bills payable
- c. Approval of May financials

Moved: Don Loving

Second: Peter Siderius

Passed: Unanimous

V. PUBLIC PARTICIPATION

- a. No Request; no one here
- b. Others not on Agenda

RE-OPENED BY BART RIERSON ONCE PUBLIC ARRIVED

Troy Kronewitter: Brought up that he's hearing around town that some citizens of Newberg are saying he didn't do a good job here, during his time he worked at CPRD. He would like the slander to stop, and he's asking for the Board to help with that. The Board says that they have only heard good things, so this has come as a shock. Don Clements asked for the names of the people who are saying these things, Kronewitter didn't want to give those names. Kronewitter then talked about his job and all of his projects he completed while he was with CPRD. He talked about how he actually didn't want to ever leave here, and that he wanted to retire at CPRD, but that certain people didn't treat him well, got in his face, cussed him out, and that's why he left. The Board was then unsure on how to proceed, but said that they wanted to help in any way they can. Kronewitter then mentioned that management was the one who had done all of that to him. Pete Siderius asked if he wanted an internal investigation done. Kronewitter then said that he just wanted the board to know what's going on behind the scenes here at CPRD. Kronewitter stated that management is unwilling to listen to what their employees have to say. Kronewitter then said Don Clements was the one who got in his face and cussed him out and called him a *[Explicit]* when he confronted him about a pay raise. Clements then stated that that's false, and would like it recorded down that he did not say that. Kronewitter says that was his experience, that he didn't leave to hurt the District. He says he left because Don Clements is hard to work for. Kronewitter then adds that Clements has been a good guy but doesn't understand why he did what he did that day. Kronewitter wants the board to know that sometimes behind the scenes Don Clements gets out of control. Don Loving and the rest of the Board thanked Kronewitter for coming in and that they will do whatever they can to help.

Moved to re-close this section: Lisa Rogers

Second: Don Loving

Passed: Unanimous

VI. ACTION ITEMS/COMMITTEE REPORTS/BOARD COMMENTS

Approval of 2019–2020 Budget Resolutions 06-01-10, 06-02-19, 06-03-19, and 06-04-19

Moved (to pass resolution and adopt budget): Peter Siderius

Second: Lisa Rogers

Passed: Unanimous

Approval of contract for feasibility Study for Campground

Casey Creighton: The consultant is doing things right and properly for what is required as a park district. It all depends on access, water, and ODOT. We need to talk to ODOT to get water and other utilities down there.

Don Clements: Says the whole point of this is to figure out if it is feasible to move ahead.

Lisa Rogers: Asks if ODOT has to give CPRD access because of the road that's already there.
Don Clements: Said he made the city and ODOT aware of the road there. Don will follow up with them next week.

Pete Siderius: Mentions that having this study shows that if there is real value there, the city will know and be aware, and it'll hopefully allow ODOT to process things forward.

Don Clements: Says it won't exceed \$28,000.

Moved: Peter Siderius

Second: Don Loving

Passed: Unanimous

Approve May 21, 2019 Election Canvass

Moved: Don Loving

Second: Lisa Rogers

Passed: Unanimous

Reports and Comments from Board Members

Don Loving: Talked about the Salem protest. He was down there during that time and had to drive on a sidewalk and the wrong way down a driveway just to get out and come home. Says he doesn't know how many laws he broke, but he finally made it home. Loving then briefly discussed a situation happening with Happy Valley and Clackamas over a bill, and says that it will not affect us.

Lisa Rogers: Talked about playing disk golf at Ewing and how someone was asking about the other side of the creek completion. She asked the staff about the time frame. Creighton says it depends on the development and budgeting. Clements is going to check in on that. Rogers Wants CPRD and the Board to try to schedule something regularly with school board and possibly the City of Newberg, to try out a better coordination effort. Maybe meeting quarterly or semi-annually—to do things more together. Clements says that there is already something like that in the works. Clements will let the Board know.

Peter Siderius: There is a group in Newberg called the Climate Action Group. They started working on plastic bag ban and recently had their first meeting and contacted him to join. It's composed of mostly retired professionals and that the wineries are interested too. He mentioned that the group is considering becoming a 501(c)(3), and that the next meeting is July 11, 7:00 p.m., at the Springbrook Fire Station.

Bart Rierson: N/A

VII. OLD BUSINESS/PROJECT UPDATES

Casey Creighton: Chehalem Aquatic & Fitness Center is almost done. There are some issues with heat pumps that are getting fixed to make sure everything is running efficiently. The warranty work is close to being completed. The Chehalem Cultural Center is going well—drywall is going in, concrete floor is done, ceiling is getting done, fire system, electric, and plumbing are all being installed and getting completed. HVAC is almost done as well. Everything is still on schedule. Friends Park is in technical review right now. The permit will be issued after that—about three weeks out. They are also working on improving playgrounds, and installing rain sensors on irrigation equipment for auto shut off. The golf course is still in progress.

VIII. FROM THE SUPERINTENDENT'S DESK

*Financial Report and Questions
Superintendent's Report*

TRAILS MEETINGS

Casey Creighton: Says that they have been meeting with ODOT in Salem to talk about the trails, the importance of them, and that partnership with connecting to Dundee. Also talked about tying it into the Riverfront Masterplan. He mentioned that crossing the railroad might be a problem, but that they decide to go around on River St., to 14th and cross the tracks there, since that is already a pedestrian path.

AUDIT 2017–2018

Don Clements: Said that they met the deadline and got the material to the proper people. The 2018–2019 budget is on time.

STAFF REPORTS

Kellan Sasken: Said that the old range picker at the golf course “blew up” and stopped working a month ago, so a new one is arriving soon. Last Wednesday was the Kiwanis golf tournament and everything went great. Mentioned that they had just finished up the first Jr. Golf Camp that day. One concern from public is public urination happening on the greens, so they might need to put up signs to discourage that on holes 6, 7, and 8. Another solution is to possibly put a bathroom out there. Sasken also mentions that if anyone sees anything, please call the clubhouse. Don Loving mentions that he doesn't like to micromanage, but it looks like putting course is not being watered enough. Sasken said that during the winter they let the grass grow too long, and then it got cut too short too quickly, so it'll look dry for a while, but it'll be back to normal soon. Loving also mentions that it doesn't seem like we are doing a lot of a marketing for the putting course and wants to see more marketing for that, to get more people out there. Sasken said that he is about to hire a new assistant, so they will be able to start doing more of that soon.

Julie Petersen: Said that they are finished with spring youth sports and had great numbers this year. Softball will continue until October, and mentioned that it brought a lot of people into the community. Adult Men's Softball League is going on currently, and that there are sixteen teams this year. Petersen mentions that summer camps are starting and that numbers are higher and better than before. Rugby camp in the future. Camp CARE has started. There was Preschool grad in May and they honored Bonnie Benedict this year. Also talked about being involved with the Farmers Market this year, and is learning that it is a work in progress, trying to find ways to make it grow. The Aquatic Center is pretty packed day and night, swim lessons are full—more than before. Paddle board class is a hit. A lot of birthday parties are happening. Brings up that Bruins Sports Day is on August 20th and that it'll be the fifth year. Monthly safety meetings are happening with safety reports for facilities twice a year. Don Loving asked if football numbers are dropping because of all of the attention about head injuries. Petersen said that we haven't yet, but might this year. Aside from the attention about concussions, there's also a lot of other sports for kids to choose now. Petersen said that they talked to parents and kids about concussions and that the kids get tested for it before playing, and talked about the special helmets to help prevent concussions.

Kayla McElligott: Talked about the new trail guides that are around the district to pick up. And new marketing strategies for the farmers market—currently in research process.

Casey Creighton: Mentioned that they hired two full-time maintenance people who have been working for a couple of weeks now, and are doing well. Additionally, a new care taker going up to the Rilee property.

IX. CORRESPONDENCE

Citizen comments/evaluations

Julie Petersen: Talked about the letter for Tara, praising her for her work.

Miscellaneous info

There was a teenage girl stuck in a baby swing seat of Babe Nicklous Pool Park. Apparently 911 was called, and they came and cut the swing chains, but couldn't get the seat off. According to witnesses, she waddled to the locker room of the Aquatic Center, where they used a saw to cut the seat off of her. The swing has been repaired.

ACTION ITEM E. ELECTION FOR BOARD.

Don Loving suggests that everyone stay in their current position, since the two-year term is not up yet.

Move (to continue the board as it currently is): Don Loving

Second: Bart Rierson

Passed: Unanimous

NEXT MEETING

July 25th, 6:00 p.m., District Office

Don Loving, Bart Rierson, Lisa Rogers will be in the Old Fashioned Festival parade. Peter Siderius will be out of town.

X. ADJOURNMENT

Move: Don Loving

Second: Lisa Rogers

Passed: Unanimous

Adjourn at 7:26 p.m.

Respectfully Submitted,

Kayla McElligott, Events Marketing Coordinator

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

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TYPE CHECKS</u>
119387-119450	\$ 21,490.74	PAYROLL
DIRECT DEPOSIT	\$ 41,406.65	PAYROLL
119451-119485	\$ 75,187.31	ACCOUNTS PAYABLE
119486-119495		RESERVED FOR GOLF COURSE CHECKS
119496-119555	\$ 88,951.82	ACCOUNTS PAYABLE
119556-119614	\$ 21,283.21	PAYROLL
CHECKS 119611 & 119612 WAS VOIDED & REISSUED		
DIRECT DEPOSIT	\$ 51,301.42	PAYROLL
119615-119617	\$ 131.25	ACCOUNTS PAYABLE
118597(GOLF CHECK)	\$ 964.39	ACCOUNTS PAYABLE
119202-119207(GOLF CHECKS)	6,356.81	ACCOUNTS PAYABLE
1845 & 1846 NOT ISSUED		
1847-1852	\$ 60,513.38	WIRE TRANSFER
<u>117302</u> VOIDED		(REASON REISSUE IN AP AS WAGES)
<u>119244</u> VOIDED		(REASON DUPLICATE PAID TWICE)
<u>119336</u> VOIDED		(REASON DUPLICATE PAID TWICE)
<u>119488</u> VOIDED		(REASON WAS A JUNE REIMBURSEMENT INSTEAD JULY)
<u>119470</u> VOIDED		(REASON TO THE ORDER OF WAS INCORRECT)
GRAND TOTAL	<u>\$ 367,586.98</u>	
<u>BREAKOUT</u>		
<u>ACCOUNTS PAYABLE</u>	\$ 171,591.58	
<u>PAYROLL</u>	\$ 135,482.02	
<u>WIRE TRANSFER</u>	\$ 60,513.38	

ACCOUNTS PAYABLE FOR SDC FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
111	\$ 54,293.58	CPRD (TRANSFER REFUND)
112	\$ 2,130.00	DEQ
113	\$ 138,314.75	DGS CONST CULTURAL CNT
110	\$ 3,430.22	AGRIMIS PLANNING & DESIGN
GRAND TOTAL	<u>\$ 198,168.55</u>	

ACCOUNTS PYABLE FOR LOAN SERVICE FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
NO CHCKS OR WIRES	\$ 0.00	
GRAND TOTAL	<u>\$ 0.00</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>	
BREAKOUT		
<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>
113	VOIDED	
114	\$ 27.85	US BANK
115	\$ 4,300.00	UNITED STATES TREASUREY
GRAND TOTAL	<u>\$ 4,327.85</u>	

**FINANCIAL OVERVIEW
GENERAL FUND SUMMARY**

DESCRIPTION	AS OF 06/30/17-18	AS OF 06/30/18-19	DIFFERENCE
Total Operational Expense	\$ 4,564,233.97	\$5,179,536.08	\$ 615,302.11
Total Capital Outlay & Transfers	\$ 973,708.20	\$1,039,537.52	\$ 65,829.32
GRAND TOTAL EXPENSES	\$ 5,537,942.17	\$6,219,073.60	\$ 681,131.43
Total Tax Revenue	\$ 2,888,302.58	\$3,028,549.89	\$ 140,247.31
Total Fees & Charges Revenue	\$ 3,002,602.12	\$3,280,004.64	\$ 277,402.52
Total Other Revenue	\$ 284,130.48	\$ 278,951.21	\$ < 5,179.27>
Beginning Balance	\$ 1,312,138.98	\$1,949,231.99	\$ 637,093.01
GRAND TOTAL REVENUE	\$ 7,487,174.16	\$8,536,737.73	\$ 1,049,563.57

SDC FUND SUMMARY

DESCRIPTION	AS OF 06/30/17-18	AS OF 06/30/18-19	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 567,128.09	\$ 226,438.73	<\$ 340,689.36>
TOTAL REVENUE	\$1,268,952.87	\$1,029,447.90	<\$ 239,504.97>
BEGINNING BALANCE	\$ 347,665.46	\$1,049,490.24	\$ 701,824.78
GRAND TOTAL REVENUE	\$1,616,618.33	\$ 2,078,938.14	\$ 462,319.81

LOAN SERVICE FUND SUMMARY

DESCRIPTION	AS OF 06/30/17-18	AS OF 06/30/18-19	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 606,519.22	\$ 937,470.90	\$ 330,951.68
REVENUE TRANSFERS	\$ 606,519.22	\$ 937,470.90	\$ 330,951.68
INTREST	\$ 722.53	\$ 890.40	\$ 167.87
BEGINNING BALANCE	\$ 31,269.21	\$ 31,991.74	\$ 722.53
GRAND TOTAL REVENUE	\$ 638,510.96	\$ 970,353.04	\$ 331,842.08

EQUIPMENT AND MAJOR MAINTENANCE FUND SUMMARY

DESCRIPTION	AS OF 06/30/17-18	AS OF 06/30/18-19	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 06/30/17-18	AS OF 06/30/18-19	DIFFERENCE
GRAND TOTAL EXPENSES	\$11,662,773.32	\$ 6,383,056.05	<\$ 5,279,717.27>
GRAND TOTAL REVENUE	\$17,494,193.78	\$ 6,333,352.12	<\$11,160,841.66>

BOND LOAN SERVICE SUMMARY

DESCRIPTION	AS OF 06/30/17-18	AS OF 06/30/18-19	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 1,258,138.24	\$ 1,276,756.73	\$ 18,618.49
GRAND TOTAL REVENUE	\$ 1,310,761.85	\$ 1,415,516.48	\$ 104,754.63

Parks Activity Report, June/July 2019

Aquatic and Fitness Center

On Monday July 8 a basketball hit a sprinkler guard and broke the sprinkler head off. It ran water on the gymnasium floor for about 20 minutes before it was completely shut off. CPRD staff and fire dept were able to remove all the water from the floor within 30 minutes isolating the water to a small area. A restoration company with the ability to dry the floor out was called in and the drying process took 1 week before they removed the cover. We left the aluminum trim off for another week to ensure that it dried as much as possible. Gymnasium will reopen to its full extent July 22, 2019. SDIS Insurance was called and notified and has been working with us. We will be replacing those sprinkler gaurds with a much sturdier version that has been manufactured for gymnasium application. Triplett Wellman has completed all Phases of the Chehalem Aquatic and Fitness Center. A final 1 Year warranty was done on June 7, 2019 and the contractor has been working to resolve those issues. Programming to the HVAC system has been completed. Final Commissioning of the HVAC system was scheduled for Friday June 29, 2019 but due to unresolved issues with the system has been delayed to Friday August 2.

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. GDS has an estimated Completion date of July 29, 2019. Final Punch list on July 17 left the contractor some items to resolve before occupancy. All mechanical systems of the existing structure are operating correctly.

Friends Park

I have been working on permits for the development of Friends Park with the Saunders Co. and David Evans & Associates. We received the 1200C permit July 16, 2019. Permit applications were submitted July 17 to City of Newberg for review and approval. We have kept the community updated through emails and will have a community meeting as more is known.

School Playground requests

Don and I met with a group at Edwards Elementary School that included Parents, Teachers, School District Admin. and Facilitators to put together a Plan for the Playground at the School. Jodi Hansen and Gary Stewart were the facilitators for Strategic Doing. It calls for an action plan and defines the Path that must be taken to ensure all stakeholders participate in a combined effort to complete the project from inception to completion. Ongoing

Other District Buildings

We have a new caretaker that will be living at the Riley property. Corrie Larson is a Part time English teacher at Chemeketa community college and works for PCC on their Living Garden in Newberg.

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. We will continue to work in the parks, spraying, stump grinding, pruning and removing hazardous trees. Splash Pad has been operating. Ball fields are receiving heavy use and require daily maintenance. We will be doing some amending at the ballfields as the use slows over the Summer. We have Ongoing maintenance mowing of trails and undeveloped Park properties. We will continue to clean, paint and pressure wash entrances, sidewalks, playgrounds and structures 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."

Parks Summary *Month of: June/July2019*

<i>Park Name</i>	<i>Hours Worked</i>
<i>Armory</i>	59.75
<i>Billick/Dundee</i>	19.00
<i>Buckley Park</i>	1.25
<i>Central</i>	32.75
<i>College</i>	2.00
<i>Community Center</i>	1.50
<i>Crabtree</i>	3.75
<i>Crater Ball Fields</i>	83.25
<i>Crater Plateau</i>	2.50
<i>Dundee Park</i>	5.00
<i>Elliott Road</i>	38.25
<i>Ewing Young</i>	20.50
<i>Falcon Crest Park</i>	1.25
<i>Fortune Park</i>	1.50
<i>Gail Park</i>	10.00
<i>Gladys</i>	3.75
<i>Golf Course</i>	8.50
<i>Herbert Hoover</i>	83.75
<i>Jaquith</i>	40.50
<i>Jaquith Ball Fields</i>	63.00
<i>Luis Brillas</i>	0.50
<i>Memorial/Scout House</i>	58.50
<i>Non-District Properties</i>	2.00
<i>Oak Knoll Park</i>	2.25
<i>Oaks Park</i>	2.50
<i>Other District Land</i>	28.00
<i>Parrott Mt.</i>	3.00
<i>Pool</i>	218.00
<i>Pride Gas</i>	2.50
<i>Renne Fields</i>	1.75
<i>Rotary Centennial Park</i>	9.00
<i>Schaad Park</i>	1.25
<i>Scott Leavitt</i>	6.00
<i>Senior Center</i>	75.00
<i>Spring Meadow</i>	3.50
<i>Transfer Station</i>	3.50
<i>vacation/holiday/sick/comp.</i>	25.50
<i>Willsonville Poperty</i>	2.00
<i>Youth building</i>	21.00
Total	947.50



Adult Sports

July 2019 Activity Report, Department 452

Department 452 Participation Tracking	June 2019	
Activity	Participants	Participant Hours
Adult Men's Softball	130	1040
Participation Total	130	1040
Department 452 Financial Tracking	June 2019	
Supervisory Staff Expense	500	
Administrative Staff Expense	600	
Part Time Staff Expense	00	
Material Expense	6815.00	
Total Expense	7915.00	
Program Revenue	515.00	
Net	(7400)	
Cost Per Participant	(56.00)	
Cost Per Participant Hour	(7.10)	

Department 452 – Adult Sports

Adult men's league softball is in the middle of the season. Each Wednesday night 10 games are played at Darnell Wright Sports Complex.

Co Ed registration has equaled it's total from last year with 4 weeks left before registration closes.



Youth Sports

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

Department 453 Participation Tracking	June 2019	
Activity	Participants	Participant Hours
Lacrosse	100	50
Youth Softball	85	600
Total	185	650

Department 453 Financial Tracking	June 2019	
Supervisory Staff Expense	1825	
Administrative Staff Expense	5260	
Part Time Staff Expense	470	
Program/Materials Expense	6630	
Total Expense	14185	
Program Revenue	32740	
Net	18555	
Cost Per Participant	100.30	
Cost Per Participant Hour	28.55	

Department 453 – Youth Sports

The lacrosse program ended its season with tournament games on June 1st. Girls' youth softball is in the middle of the season and will continue playing through July. The weekend softball tournaments started in March and will continue throughout summer bringing in over 1500 people to the local area.

Summer camp registration opened in late April and we have increased our registration totals by 150% from last summer. We have added 3 camps this summer with local high school instructors.

June 2019 Activity Report Department
 454 Recreation,
 456 Senior Center,
 457 Community School

454 Recreation	June-19	Fiscal year
Supervisory Staff Expense	595.62	7147.44
Recreation Coordinator	1,858.60	19642.76
Part Time Staff Expense	988.56	24339.83
Fringe	1906.06	20120.40
program Expense	1439.98	30255.69
Utilities Expense	0	0
Total Expense	6788.82	101506.12
Program Revenue	2571.1	68611.36
Rental Revenue	0	0
Net	4217.72	32895.10
456 Senior Center	June-19	Fiscal year
Recreation Coordinator	1169.12	16780.45
Senior Center Specialist	2,378.22	28497.91
Part Time Staff Expense	0	719.84
Fringe	2038.28	25305.73
program Expense	2948.23	15745.13
Utilities Expense	2171.87	61749.31
Total Expense	10705.72	148798.37
Program Revenue	6388.2	34750.56
Rental Revenue	1692	49534.06
Net	2,625.52	62236.80
457 Community School	June-19	Fiscal year
Supervisory Staff Expense		
Admin Staff Expense	727.98	8735.76
Part Time Staff Expense	413	8592.57
Fringe	423	4067.65
program Expense	1583.61	16485.45
Utilities Expense	0	0
Total Expense	3147.59	37881.43
Program Revenue	760	27210.25
Rental Revenue	0	0
Net	2387.59	10662.18

Notes:

CPRD was approached by the Newberg Downtown Coalition in Feb/March about partnering for this summer's Newberg Farmers Market. Both sides are still finalizing what each organizations responsibilities will be but generally the NDC will handle vendor registration and coordination and CPRD will manage the market onsite. The Newberg Farmers Market runs every Wed, May 29th to Oct 9th, 1pm to 6pm. Week one we had 12 vendors and about 210 in attendance. Week 4 we were up to 15 vendors and closer to 250 in attendance.

Preparation for the Newberg Old Fashioned Festival is well underway. In addition to sponsoring the festival CPRD also host an information booth, enters a float in the parade, and coordinates entertainment for the Festival's Children's stage. We are bringing back out stage magician as well as coordinating a children's talent show. The children's stage is scheduled for Friday July 25th. You should plan on attending.

In May and June we had the seats Reupholstered in the CPRD Activity Bus. Which is good because we had 2 senior trips headed to the coast in July. We took a couple of small groups to spend the day at cannon beach to see the annual sand castle competition about 10 days later we sent another group to see the Kite Festival in Lincoln City. Between the two trips, we had 22 participants.

Respectfully Submitted by
 Matthew Compton
 Recreation and Care Coordinator

FYTD Through June 2019

	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY19 v FY18	% Diff
<i>Dry Days</i>	24126	24138	24150	24162	24174	24186			12	0%
Starts by Category										
Resident	0	0	0	0	0	0	8143	8702	559	6.9%
Non Resident	6166	5388	5900	6420	5827	7251	13186	8573	-4613	-35.0%
Group	19709	15346	18912	15663	14558	14991	1221	1941	720	59.0%
League	3493	3559	3016	2162	2608	2238	332	127	-205	-61.7%
Complimentry	838	623	684	615	755	574	2131	2216	85	4.0%
Misc/Promotional	2688	2941	3074	3114	2626	3037	8943	13933	4990	55.8%
Total Starts	32894	27657	31586	27974	26374	28091	33956	35492	1536	4.5%
Revenue										
Green Fees	\$ 812,867.00	\$ 819,051.00	\$ 712,435.00	\$ 790,287.00	\$ 748,459.73	\$ 672,798.00	\$ 690,819.00	\$ 733,596.00	\$ 42,777.00	6.2%
Driving Range	\$ 79,018.00	\$ 84,958.00	\$ 74,125.00	\$ 75,841.00	\$ 76,498.00	\$ 66,638.00	\$ 72,213.00	\$ 80,849.00	\$ 8,636.00	12.0%
Rentals	\$ 238,051.00	\$ 240,109.00	\$ 209,012.00	\$ 218,295.00	\$ 251,376.03	\$ 221,410.41	\$ 225,662.00	\$ 200,684.00	\$ (24,978.00)	-11.1%
Golf Shop	\$ 86,969.00	\$ 94,911.00	\$ 79,263.00	\$ 88,549.00	\$ 65,961.82	\$ 57,565.00	\$ 68,393.00	\$ 79,774.00	\$ 11,381.00	16.6%
Snack Bar	\$ 193,490.00	\$ 163,229.00	\$ 138,783.00	\$ 164,645.00	\$ 176,888.60	\$ 140,642.00	\$ 151,081.00	\$ 160,572.00	\$ 9,491.00	6.3%
Instruction	\$ 15,474.00	\$ 16,659.00	\$ 16,468.00	\$ 11,692.00	\$ 11,860.00	\$ 6,162.00	\$ 6,488.00	\$ 11,624.00	\$ 5,136.00	79.2%
Miscellaneous	\$ 58,255.00	\$ 52,676.00	\$ 24,987.00	\$ 30,187.00	\$ (5,093.94)	\$ 14,287.59	\$ 27,700.00	\$ 28,956.00	\$ 1,256.00	4.5%
Total Revenue	\$ 1,484,124.00	\$ 1,471,593.00	\$ 1,255,073.00	\$ 1,379,496.00	\$ 1,325,950.24	\$ 1,179,503.00	\$ 1,242,356.00	\$ 1,296,055.00	\$ 53,699.00	4.3%
\$ per Start										
Green Fees \$ per Start	\$ 24.71	\$ 29.40	\$ 22.56	\$ 28.25	\$ 28.38	\$ 23.95	\$ 20.34	\$ 20.67	\$ 0.32	1.6%
Driving Range \$ per Start	\$ 2.40	\$ 3.05	\$ 2.35	\$ 2.71	\$ 2.90	\$ 2.37	\$ 2.13	\$ 2.28	\$ 0.15	7.1%
Rentals \$ per Start	\$ 7.24	\$ 8.62	\$ 6.62	\$ 7.80	\$ 9.53	\$ 7.88	\$ 6.65	\$ 5.65	\$ (0.99)	-14.9%
Golf Revenue \$ per Start	\$ 34.35	\$ 41.07	\$ 31.52	\$ 38.77	\$ 40.81	\$ 34.20	\$ 29.12	\$ 28.60	\$ (0.52)	-1.8%
Golf Shop	\$ 2.64	\$ 3.41	\$ 2.51	\$ 3.17	\$ 2.50	\$ 2.05	\$ 2.01	\$ 2.25	\$ 0.23	11.6%
Snack Bar	\$ 5.88	\$ 5.86	\$ 4.39	\$ 5.89	\$ 6.71	\$ 5.01	\$ 4.45	\$ 4.52	\$ 0.07	1.7%
Concession Revenue	\$ 8.53	\$ 9.27	\$ 6.90	\$ 9.05	\$ 9.21	\$ 7.06	\$ 6.46	\$ 6.77	\$ 0.31	4.8%
Total Revenue \$ per Start	\$ 45.12	\$ 52.83	\$ 39.74	\$ 49.31	\$ 50.27	\$ 41.99	\$ 36.59	\$ 36.52	\$ (0.07)	-0.2%
GolfNow Barter Rounds	0	0	0	0	0	0	1568	1015	-553	-35.3%

With no rate increases, the uptick in revenue was solely due to rounds being up from 33956 to 35492. It was a good year overall, and with the small rates increases starting summer 2019, there should be a continued bump in revenue for next season, assuming rounds of golf are flat. Dynamic pricing has seemed to do with the rounds being up, but hard to quantify exactly how much.

Golf Activity June

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	19 v 18	% Diff
Starts by Category	19	24	14	23	21	28	22	23				
Resident	785	619	740	812	688	788	930	1127	994	1222	228	22.9%
Non Resident	2644	2160	2231	2528	1936	1852	1946	1489	1649	1263	-386	-23.4%
Group	385	650	395	529	454	416	274	393	0	299	299	100.0%
League	87	96	85	94	74	121	43	53	5	0	-5	-100.0%
Complimentary	238	234	233	196	223	210	272	146	166	245	79	47.6%
Misc/Promotional	942	1134	383	381	1180	1019	874	845	1258	1558	300	23.8%
Total Starts	5081	4893	4067	4540	4555	4406	4339	4053	4182	4674	492	11.8%
Revenue												
Green Fees	\$ 110,696.00	\$ 110,696.00	\$ 110,696.00	\$ 110,696.00	\$ 110,696.00	\$ 94,079.00	\$ 87,783.00	\$ 79,754.00	\$ 80,946.00	\$ 103,573.00	\$ 22,627	28.0%
Driving Range	\$ 11,623.00	\$ 11,623.00	\$ 11,623.00	\$ 11,623.00	\$ 11,623.00	\$ 8,974.00	\$ 10,041.00	\$ 8,785.00	\$ 9,569.00	\$ 11,120.00	\$ 1,551	16.2%
Rentals	\$ 38,752.00	\$ 38,752.00	\$ 38,752.00	\$ 38,752.00	\$ 38,752.00	\$ 28,873.00	\$ 35,271.00	\$ 29,946.00	\$ 28,472.00	\$ 28,354.00	\$ (118)	-0.4%
Golf Shop	\$ 15,555.00	\$ 15,555.00	\$ 15,555.00	\$ 15,555.00	\$ 15,555.00	\$ 8,729.00	\$ 6,770.00	\$ 9,174.00	\$ 10,344.00	\$ 12,504.00	\$ 2,160	20.9%
Snack Bar	\$ 25,875.00	\$ 25,875.00	\$ 25,875.00	\$ 25,875.00	\$ 25,875.00	\$ 27,942.00	\$ 23,517.00	\$ 19,451.00	\$ 20,618.00	\$ 23,745.00	\$ 3,127	15.2%
Instruction	\$ 1,785.00	\$ 1,785.00	\$ 1,785.00	\$ 1,785.00	\$ 1,785.00	\$ 4,339.00	\$ 3,152.00	\$ 4,800.00	\$ 2,550.00	\$ 4,841.00	\$ 2,291	89.8%
Miscellaneous	\$ 10,445.00	\$ 10,446.00	\$ 10,447.00	\$ 10,448.00	\$ 10,449.00	\$ (346.00)	\$ (6,540.00)	\$ (3,732.00)	\$ 4,803.00	\$ 4,504.00	\$ (299)	-6.2%
Total Revenue	\$ 214,731.00	\$ 214,732.00	\$ 214,733.00	\$ 214,734.00	\$ 214,735.00	\$ 172,580.00	\$ 159,994.00	\$ 148,178.00	\$ 157,302.00	\$ 188,641.00	\$ 31,339	19.9%
\$ per Start												
Green Fees \$ per Start	\$ 21.79	\$ 22.62	\$ 27.22	\$ 24.38	\$ 24.30	\$ 21.35	\$ 20.23	\$ 19.68	\$ 19.36	\$ 22.16	\$ 2.80	14.5%
Driving Range \$ per Start	\$ 2.29	\$ 2.38	\$ 2.86	\$ 2.56	\$ 2.55	\$ 2.04	\$ 2.31	\$ 2.17	\$ 2.29	\$ 2.38	\$ 0.09	4.0%
Rentals \$ per Start	\$ 7.63	\$ 7.92	\$ 9.53	\$ 8.54	\$ 8.51	\$ 6.55	\$ 8.13	\$ 7.39	\$ 6.81	\$ 6.07	\$ (0.74)	-10.9%
Golf Revenue \$ per Start	\$ 31.70	\$ 32.92	\$ 39.60	\$ 35.48	\$ 35.36	\$ 29.94	\$ 30.67	\$ 29.23	\$ 28.45	\$ 30.60	\$ 2.15	7.6%
Golf Shop \$ per Start	\$ 3.06	\$ 3.18	\$ 3.82	\$ 3.43	\$ 3.41	\$ 1.98	\$ 1.56	\$ 2.26	\$ 2.47	\$ 2.68	\$ 0.20	8.2%
Snack Bar \$ per Start	\$ 5.09	\$ 5.29	\$ 6.36	\$ 5.70	\$ 5.68	\$ 6.34	\$ 5.42	\$ 4.80	\$ 4.93	\$ 5.08	\$ 0.15	3.0%
Concession Revenue	\$ 8.15	\$ 8.47	\$ 10.19	\$ 9.13	\$ 9.10	\$ 8.32	\$ 6.98	\$ 7.06	\$ 7.40	\$ 7.76	\$ 0.35	4.8%
Total Revenue \$ per Start	\$ 42.26	\$ 43.89	\$ 52.80	\$ 47.30	\$ 47.14	\$ 39.17	\$ 36.87	\$ 36.56	\$ 37.61	\$ 40.36	\$ 2.75	7.3%
GolfNow Barter Rounds	63	34	33	82	178	181	223	193	180	187	7	3.9%

June was a great month! Numbers up across the board, includings \$/round



June 25, 2019

Chehalem Glenn Golf Course
125 S Elliott Road
Newberg, OR 97132

Dear Chehalem Glenn Golf Course,
On behalf of the Board of Directors, I would like to thank you for your donation to Dream Factory's 2019 Gala "Time to Dream". Your commitment to Dream Factory of Oregon is so important. You are a part of something very special; granting dreams to children who suffer substantial emotional and physical pain from critical and chronic illnesses.

In 2018 we sent children to meet the alligators, swim with dolphins, and Harry Potter World. We sent children to Disney World and purchased a PlayStation 4! Our average dream costs \$6000 and every donation helps us to reach our yearly goal of granting at least 20 dreams!

Thank you again for supporting Dream Factory of Oregon! I look forward to sharing the future dreams we've granted in the months and years ahead. Please let me know if you have any questions.

The Dream Factory is a 501(c)3 non-profit organization with the Federal Tax ID #61-1208677. Your gift is deductible as a charitable contribution only to the extent that your gift exceeds the value of goods and/or services you received in exchange for the gift.

Thank you again for your donation!

A handwritten signature in black ink, appearing to read "Kasi Grzebielski".

Kasi Grzebielski
Board Vice President: Gala Coordinator
Dream Factory of Oregon Inc.
208-660-4899 (Cell)
kasi.dreamfactoryoforegon@gmail.com
"Make a child's dream come true"

P.O Box 96041 Portland, OR 97296
Oregon@dreamfactoryinc.org
501(c)3 non-profit 61-1208677

Dream Factory
2019 Gala

TIME TO DREAM

a mad habber evening

Donation Form

Donor Information

Business Name	Chehalem Glenn Golf Course
Contact Name	
Address	125 S Elliott Rd.
City, State, Zip Code	Newberg, OR 97132
Phone number	
Email	

Donation Information

Item Description	Golf and cart for 4
Estimated Fair Market Value	180
Restrictions	
Name of person/business to be recognized	Chahalem Glenn Golf Course
Signature	Kasi Grzebielski

Thank you very much for making a donation to Dream Factory of Oregon. This form will help us to properly record and acknowledge your generous gift. Please keep a copy for your tax records as well. The Dream Factory is a 501(c)3 non-profit organization with the Federal Tax ID #61-1220742. Your gift is deductible as a charitable contribution only to the extent that your gift exceeds the value of goods/and or services you received in exchange for the gift.

Please mail all donations to:

Dream Factory of Oregon

PO Box 96041

Portland, OR 97296

Or email auction coordinator for pickup arrangements.

Date Received____ Thank you____ Data Base____ Program____ Received by____

Subject: Form submission from: Contact Us

Date: Sunday, July 21, 2019 at 7:05:14 PM Pacific Daylight Time

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

To: Kat Ricker

Submitted on Sunday, July 21, 2019 - 7:05pm

Submitted by anonymous user: 71.238.17.112

Submitted values are:

First Name: Mariana

Last Name: Cristea

Email: marianacristea@comcast.net

Question/Comment:

This comment is for Aqua Park from Newberg.

Disappointed for the service offered.

We went there Sunday evening and even the schedule is until 6 pm, at 5:30 pm a lady from staff came and told us to leave the facility because Sunday the closing time is 5:30.

I do not understand why Saturday and Sunday the facility opens at 8 and closes at 8 or 6 pm.

We pay 177 dollars for family of 2 which is not cheap for what you offer but we really want to support the community.

Would you please please consider to change the schedule for weekend? Sunday at 5:30 a family with 4 small kids came to use the pool and they have to leave in years because the facility was closing. Sad...

I really appreciate if you will find a solution for weekends.

Thank you,

Mariana Cristea

The results of this submission may be viewed at:

<https://www.cprdnewberg.org/node/7/submission/2401>

Subject: Form submission from: Contact Us

Date: Sunday, July 21, 2019 at 11:31:48 AM Pacific Daylight Time

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

To: Kat Ricker

Submitted on Sunday, July 21, 2019 - 11:31am

Submitted by anonymous user: 50.53.181.155

Submitted values are:

First Name: Diane

Last Name: Trenhaile

Email: jacndian@outlook.com

Question/Comment: We went for a walk today on your new trails at Ewing Young Park. Our comment is that you need directional arrows. There are three or four forks on the trail with no indication of which is the main trail. There are some maps, but they are not explicit enough for me. Arrows please!

The results of this submission may be viewed at:

<https://www.cprdnewberg.org/node/7/submission/2391>

Subject: Form submission from: Contact Us

Date: Wednesday, July 17, 2019 at 5:19:55 PM Pacific Daylight Time

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

To: Kat Ricker

Submitted on Wednesday, July 17, 2019 - 5:19pm

Submitted by anonymous user: 104.193.31.25

Submitted values are:

ACTION:
1. PROCESSED FULL REFUND 7/18
2. CASEY ASSESSED THE SITE 7/18

First Name: Melanie

Last Name: Rimmer

Email: M.RIMMER@MAIL.COM

Question/Comment:

I had reserved Crabtree Park last Saturday, 7/13, for my parents 40th wedding anniversary. It should have been the perfect place to have a nice get together, but unfortunately it was a complete disappointment. I didn't feel that there was a need to visit the park ahead of time, as I had previously rented the park for my own wedding. In hindsight, that was a big mistake on my part. The park was beautifully kept when I had my wedding there, and looked much like it does in the pictures here on your website. HOWEVER, it was anything but when I arrived there Saturday morning to begin decorating!!!!

I was completely appalled at the state it was in. Not only was I embarrassed to have our invited guests from all over the country arrive to our beautiful state only to have this dilapidated and overgrown "park" be the backdrop for such a momentous occasion, but also completely heartbroken for my parents as well. The blackberry vines were out of control, completely covering what used to be the babbling creek that emptied in to a beautiful pond. You couldn't even tell if there was ever a creek there, and the pond looked like a putting green, so full of algae it looked as if you could walk on it. Had I not previously been aware that there was a foot bridge across the now nonexistent creek, I would have never known it was there, as you could barely even see it through the briars!!! There were so many gofer holes in the dried out "grassy area" (what a joke that is) that looked and felt more like hay sticking out of concrete, you could barely take a step without your foot going in one, literally! Not only was it an eyesore, it was a dangerous hazard, especially for some of our elderly guests, not to mention my father whom has severe Parkinson's.

These beautiful pictures on your website are what I would consider to be a completely false representation, and feel they should either be removed, or the park should be brought back up to the standard that is advertised. Although \$65 is a small amount to some, with the state that the park is in now, and the disappointment of such a momentous occasion being damped by our surroundings, it wasn't worth 65 cents!!!

Incredibly Disappointed Regards,

Melanie Rimmer
503-435-9339

The results of this submission may be viewed at:

<https://www.cprdnewberg.org/node/7/submission/2381>

Subject: Crabtree Park Refund

Date: Thursday, July 18, 2019 at 10:10:52 AM Pacific Daylight Time

From: Kat Ricker

To: M.RIMMER@MAIL.COM

Hello Melanie,

We want you to know that we take your concerns seriously. We are processing a full refund of \$65.00 for your reservation of the shelter at Crabtree Park from July 13th. We apologize for any inconvenience, and we will continue to look into this matter and address it. Please contact us again if you have any questions.

--

Kat Ricker

Public Information Director

Chehalem Park & Recreation District

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

Subject: Re: Crabtree Park Refund

Date: Thursday, July 18, 2019 at 2:43:50 PM Pacific Daylight Time

From: Kat Ricker

To: Melanie Rimmer

You are welcome, Melanie. The staff will continue to look into this, and a matter of procedure, your email will be included in the meeting materials for the next Board of Directors meeting. We hope you will continue to explore our parks and trails.

--

Kat Ricker

Public Information Director

Chehalem Park & Recreation District

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

From: Melanie Rimmer <m.rimmer@mail.com>

Date: Thursday, July 18, 2019 at 11:16 AM

To: "Kricker@cprdnewberg.org" <kricker@cprdnewberg.org>

Subject: Re: Crabtree Park Refund

Hello Kat,

Thank you for your prompt reply and the attention that's been given to this matter, it is very much appreciated.

While the refund of the fee too is appreciated, my true hope is to find that the disappointing experience we had, will in turn bring about better care, and ongoing maintenance that this beautiful park deserves in the future.

Thank you for your assistance in this matter.

Kind Regards,

Melanie Rimmer

--

Sent from my Android phone with [mail.com](mailto:) Mail. Please excuse my brevity.

The City of Lafayette
Cordially invites you to attend the

Local Government Dinner
Thursday, August 15, 2019

Location: The Old Mill at Red Ridge Farms
5510 NE Breyman Orchards Road, Dayton

Time: 6:30 p.m. Social with hors d'oeuvres
No Host Wine Service - Durant Vineyards
7:00 p.m. Dinner & Program

Cost: \$30.00 per person
(Please make checks payable to the City of Lafayette)

Dinner Menu presented by Valley Commissary:

Farm Greens, heirloom tomatoes, hazelnuts & red wine vinaigrette

Charred Zucchini Salad, roasted peppers, feta

Fingerling Potatoes, romesco, cilantro & arugula

Pimenton Roasted Chicken, basil chimichurri & kale slaw

Peach Shortcake, whip, lavender & sea salt

Chocolate & Almond Tart

Please RSVP to Jamie by 12:00 noon, Friday August 2, 2019
at (503) 864-2451 or email: jamier@ci.lafayette.or.us

Directions: Please take the second driveway,
past Durant Vineyards. Then take a left
and follow to parking area for the Old Mill.
Map is on the back of this invitation.

YES
DC
KAT

NO

Kat Ricker, Public Info. Coord.
Chehalem Park & Rec. Dist.
125 S Elliott Road
Newberg, OR 97132



*Directions: Please take the second driveway,
past Durant Vineyards. Then take a left
and follow to parking area for the Old Mill.
Do not park at the tasting room or Farm Store.*