

**CHEHALEM PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
CHEHALEM ADMINISTRATION OFFICE
125 S. ELLIOTT ROAD
NEWBERG, OREGON
DECEMBER 05, 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 October 24, 2019
 - B. Approval of Bills Payable
 - C. Approval of October Financials
- V. Public Participation**
 - A. Senior Center – James A Talt
 - B. Property Offer in Dundee on 8th Street
 - C. SDC Request
 - D. Others not on Agenda
- VI. Action Items/Committee Reports/Board Comments**
 - A. Approval of SDC Yearly Increase
 - B. Discussion of Personnel Policy Update
 - C. Discussion of COLA
 - D. Discussion of Priorities of Projects
 - 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 January 23, 2020.

To: Board of Directors
From: Superintendent
Date: December 02, 2019
Re: Background information for December 05, 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 October 24 2019 as submitted.

RECOMMENDATION: Approval of Regular Board Meeting Minutes for October 24, 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 \$476,379.23 General Fund, \$65,000.00 Capital Pool Construction and Loan Fund, \$0.00 SDC Fund, \$204,480.18 Foundation, \$27.75

- C. Approval of October 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 October Financials.

V. PUBLIC PARTICIPATION

- A. Senior Center (James A Talt) – Please see page (13-16) for letter

RECOMMENDATION: Approve Request

- B. Property – Please see pages (17-36). Please note page 36.

RECOMMENDATION: Deny Request

- C. SDC Request – Please see page (37)

RECOMMENDATION: Deny Request

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

VI. ACTION ITEMS/COMMITTEE REPORTS/BOARD COMMENTS.

- A. SDC Increase – Please see pages (38-41) for information. We stated we would approve this at the October Meeting. This is was recommended to give input time. We approved \$6866 for single family, \$6046 for multifamily and \$4719 for Mobil home. We increased that by 7.1 percent \$7353 single family, \$6475 multifamily and \$5054 for Mobil home, and now 4.79 percent \$7705 single family, 6785 multifamily and \$5296 for Mobil home. The new rate will take effect July 1, 2020.

RECOMMENDATION: Approve SDC Resolution 12-01-19.

- B. Discussion of Personnel Policies – The Committee meets and decided to update the policies with the assistance of SDAO. This is being done. The time table is to present the updated policies at the January or February meeting. This will cost less than \$5,000.00. There has been discussion about hiring a HR person. I will have a recommendation at the February or March meeting

- C. Discussion of Cola - Please see page (42-43). Will discuss at meeting.

- D. Discussion of setting Priorities for Projects - In the past we have projects that the Board approved to pursue. We have always pursued these projects based on the resources available and the opportunities that presented themselves. Currently we have the following projects:

1. Golf Course Club House
2. Third Nine Developments
3. Campground Developments on 219
4. Trail Development (Connection of Dundee & Newberg)
5. Soccer Complex Development

6. Dundee Community Center
7. Ewing Young Development
8. Riverfront Acquisition and Development (Paddle Launch & transfer of Landfill)
9. Playground Development with Schools
10. Development of Friends Park.
11. Development of Sander Estate Park
12. Development of Cultural Center
13. Development of Bob & Crystal Riley Park
14. Riverfront Planning City of Newberg & Dundee

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, 2018-19, and 2019-20 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. This was done to save money. Currently we have two loans and one bond.

GENERAL FUND SUMMARY

DESCRIPTION	AS OF 10/31/18-19	AS OF 10/31/19-20	DIFFERENCE
TOTAL EXPENDITURES	\$ 2,103,075.21	\$ 2,082,499.72	\$ < 20,575.49>
TOTAL OPERATION EX.	\$ 1,853,295.49	\$ 1,797,313.19	\$ < 55,982.30>
TOTAL CAP/AQ/DEV/TRS	\$ 249,779.72	\$ 285,186.53	\$ 35,406.81
 TOTAL REVENUE	 \$ 3,510,598.11	 \$ 3,666,234.18	 \$ 155,636.07
TOTAL TAXES	\$ 0.00	\$ 72,868.64	\$ 72,868.64
TOTAL FEES & CHARGES	\$ 1,288,762.98	\$ 1,304,730.84	\$ 15,967.86
TOTAL OTHER REVENUE	\$ 277,919.71	\$ 54,368.62	\$ <223,551.09>
BEGINNING BALANCE	\$ 1,943,915.42	\$ 2,234,266.08	\$ 290,350.66
<u>BALANCE</u>	<u>\$ 1,407,522.90</u>	<u>\$ 1,716,265.54</u>	<u>\$ 308,742.64</u>

SDC FUND SUMMARY

DESCRIPTION	AS OF 10/31/18-19	AS OF 10/31/19-20	DIFFERENCE
BEGINNING BALANCE	\$ 1,307,504.20	\$ 2,149,779.94	\$ 842,275.74
INTEREST	\$ 34.16	\$ 12,444.88	\$ 12,410.72
CITY OF NEWBERG	\$ 397,049.63	\$ 709,388.69	\$ 312,339.06
CITY OF DUNDEE	\$ 0.00	\$ 48,532.54	\$ 48,532.54
COUNTY OF YAMHILL	\$ 36,835.20	\$ 45,750.30	\$ 8,915.10
TOTAL REVENUE	\$1,741,423.19	\$2,965,896.35	\$ 1,224,473.16
TOTAL EXPENDITURE	\$ 0.00	\$ 278,242.01	\$ 278,242.01
<u>BALANCE</u>	<u>\$1,741,423.19</u>	<u>\$2,687,654.34</u>	<u>\$ 946,231.15</u>

Please note the operational cost is down \$55,982.30. The operational revenue is up slightly \$15,967.86. SDC Fund is up. 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 (44-53).

IX. CORRESPONDENCE

A. Citizens Comments/Evaluations – Please see page (54-65).

B. Miscellaneous Information – Please see page (66-121).

X. ADJOURNMENT.

JANUARY 23, 2020 IS OUR NEXT SCHEDULED BOARD MEETING.

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**CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
October 24, 2019
MINUTES**

I. Bart Rierson called the meeting to order 6:00 p.m.

II. Roll Call

Board members:

Bart Rierson

Mike Ragsdale

Lisa Rogers

Excused:

Don Loving

Peter Siderius

CPRD Staff:

Don Clements, Superintendent

Casey Creighton, Basic Services Supervisor/Park and Facilities Supervisor

Kellan Sasken, Special Services/Golf Director

Public:

Bill Snow, former Chehalem Glenn Golf Course employee

Andrew Stice, former Chehalem Glenn Golf Course employee

Mary Starrett, Yamhill County Commissioner

III. Changes to agenda – Amended to add VI. B. Approval of additions to Personnel Policy (employee handbook), Chapter 14, Sections 4 and 5.

IV. Approval of consent agenda

a. Approval of minutes of regular Board meeting September 26, 2019

b. Approval of bills payable

c. Approval of September financials

Moved Mike Ragsdale

Second Lisa Rogers

Passed unanimously

V. Public participation

a. Bill Snow - His letter regarding maintenance concerns about Chehalem Glenn Golf Course is on pages 12 - 15. (Note page numbering error: 14 is omitted.) Kellan Sasken said he agreed with Snow's statements on the

facility, that the clubhouse has become an issue. Casey Creighton said he agreed with statements on the golf course condition, and that the 15-20-year-old bunkers are horrible, drainage has failed, sand is no longer any good; Creighton said staff is researching costs, and that some money had been set aside for some of the items cited, but much action will depend on clubhouse. He said staff will come up with a cost and put it into the budget for next (fiscal) year. Rierson said there is still debt service outstanding and the course uses more money to operate than it generates, so money is not available for all of these items to be addressed at this time. Discussion (Clements, Stice participating) included Clements's rough cost estimates (\$200,000 to redo bunkers), the revenue which would be lost as the course was closed for this work, and that Clements does not know when this could happen. Rogers emphasized future budgets include replacement reserves for bunkers. Ragsdale said he would like to see an aggressive approach, including a complete strategy to address all of these issues and any additional items that Sasken and Creighton might recommend to improve course condition. Snow rallied for additional staff and additional amenities. He cited reasons that the pond needs to be rebuilt. Ragsdale instructed staff to bring back a report on what it will take to restore it to a first-class course and clubhouse amenity package. Rogers said she would want a capital needs assessment for all facilities then, to address needs of full community, not just the golf course. Rierson said he would want that at least a month before the budget meeting so there is adequate time to digest it. Snow questioned feasibility of adding an additional nine holes.

b. Others not on agenda - Jill Bilka on Sander Estate - Bilka wanted to know what to do to support CPRD in amending transportation plan, and she also sought clarification on whether CPRD's intention was to develop the property as parkland or add housing. Clements and Board assured Bilka that the Board opposes developing housing there, and reiterated their consensus to wait to see what a bond by Newberg School District could bring (as far as moving elementary school). Bilka offered to guide fundraising for a water play feature or restroom improvements for Dundee-Billick Park. Staff responded it is already considering possible restroom improvements. Bilka will continue to discuss possibilities with Creighton. Ragsdale said he would like to see "park into perpetuity" language added as a deed restriction, for Board approval at next Board meeting. Ragsdale urged immediate addressing of restroom improvements if feasible.

VI. Action items/committee reports/Board comments

- a. Approval of System Development Charges (SDCs) scheduled yearly rate increase, to take effect July 2020. See proposed Resolution 10-01-19 on page 16, for approval at the October Board meeting (increase of 4.79 percent, effective July 1, 2020). This item was previously discussed at August and September meetings.

The following individuals gave statements opposing the proposed SDC rate increase (Rierson limited time to five minutes each):

1. Mike Goughler, MJG Development
2. Mary Starrett, county commissioner
3. Phillip Higgins, real estate manager
4. Gabe Duce, property owner (apartment complex?)
5. Greg Meekham
6. Stacey Anderson

Discussion included, but was not limited to, definitions of affordable housing, comparing SDC rates in other locations, whether SDC fees imposed on developers should instead be taxes, whether fees deter development in Newberg, economic stratification, and how to resolve housing affordability issues. Lisa Rogers (She said she has worked in building affordable housing for 30 years) cited construction costs as a bigger problem than fees. Clements explained the application of the SDC rate income and its value for new capital projects.

Rierson suggested to table the vote until additional Board members were present and asked Clements to check core numbers until next Board meeting; Ragsdale and Rogers agreed.

Clements scheduled the next Board meeting for 6 p.m. Thursday, Dec. 5th at CPRD Administration Office.

SDC-interested parties left the meeting.

Ragsdale moved tabling this to Dec. 5th meeting.

Moved Mike Rasgdale

Second Lisa Rogers

Passed unanimously

- b. Approval of updated personnel policies - Clements explained changes: new laws on anti-discrimination pregnancy and anti-harassment. Ragsdale directed Clements to submit the proposed changes to the supervisory staff who would be implementing them and get their feedback, and also bring indicated pending additional changes mentioned in Clements's memo to the document at that time, altogether. Ragsdale moved tabling this to January meeting.

Moved Mike Rasgdale

Second Lisa Rogers

Passed unanimously

- c. Approval of 2020-21 Budget Calendar

Board expressed desire to have more time to examine proposed budget before being asked to approve it. Clements said he was limited by law on when to give it to them, but that they had the choice to add additional meetings. Rogers requested information be presented to her in a way which shows correlation between budget that is being approved and projects that will be done in the next year. Board agreed that they want

to be shown which projects that staff wants to do, what it has money to do, and what would have to be sacrificed in order to do other projects. Motion to approve with changes as follows: Change date of first budget meeting to April 9th, and change additional meetings if needed to April 10th - 16th.

Rierson said he would like to see improvements to staff compensation so that CPRD can better retain good people, as the Board has heard from disgruntled employees at the past four meetings. Ragsdale instructed Clements to bring compensation comparison to local, regional entities for levels of employees besides supervisors. The Board requested to see along with the Personnel Policies document, the referenced appendix, which includes pay scale figures.

Moved Ragsdale

Second Rogers

Passed unanimously

- d. Appoint Don Clements as Budget Officer for 2020-21 budget year

Moved Mike Ragsdale

Second Bart Rierson

Passed unanimously

- e. Reports and comments from Board members

Mike Ragsdale said it is time to revisit Board priorities, and wants to schedule that. Ragsdale instructed Kat Ricker to contact Board members to schedule a meeting on a Saturday in the next four weeks.

Bart Rierson said the Board takes it seriously to spend money properly, expects the same of staff, and does not believe there has been any impropriety.

Lisa Rogers wants at least monthly meetings of new HR research committee; Kat is to coordinate a regular meeting schedule for this committee (Don Loving, Lisa Rogers, Don Clements, Casey Creighton, Julie Petersen).

VII. Old business/project updates

- a. Creighton said two faulty compressors on roof of aquatic facility will be replaced tomorrow. He gave more updates on the facility. He is getting surveying done on Westrock property. He went over his departmental activity report and discussion ensued.

VIII. From the superintendent's desk

- a. Financial report – No discussion
b. Superintendent's report – No discussion
c. Staff reports – Creighton, Sasken gave brief updates.

IX. Correspondence

- A. Citizen comments/evaluations –

B. Miscellaneous - RSVP requested for City of McMinnville Local Government Dinner on Nov. 21st

X. Adjournment – Rogers moved to adjourn 8:35 p.m.

Respectfully Submitted,

Kat Ricker, Public Information Director

Next meeting: Dec. 5, 2019

**GENERAL FUND
ACCOUNTS PAYABLE AND PAYROLL
UP TO NOVEMBER 22, 2019**

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TYPE CHECKS</u>
120491-120517	\$ 20,960.34	ACCOUNTS PAYABLE
120518-120519 VOIDED MISPRINTS		
120520	\$ 8,765.14	ACCOUNTS PAYABLE
120521-150531 GOLF CHECKS		
120532-120561	\$ 59,222.92	ACCOUNTS PAYABLE
120562-120621	\$ 22,151.22	PAYROLL
DIRECT DEPOSIT	\$ 42,171.63	PAYROLL
120622-120657	\$ 12,473.98	ACCOUNTS PAYABLE
120658	\$ 2,541.32	PAYROLL
120659-120663	\$ 2,011.78	ACCOUNTS PAYABLE
120664-120718	\$ 19,917.03	PAYROLL
DIRECT DEPOSIT	\$ 45,980.24	PAYROLL
120719-120815	\$ 178,848.33	ACCOUNTS PAYABLE
120170-120178(GOLF CHECK)	\$ 1,567.78	ACCOUNTS PAYABLE
1873-1880	\$ 59,767.52	WIRE TRANSFER
GRAND TOTAL	<u>\$ 476,379.23</u>	
<u>BREAKOUT</u>		
<u>ACCOUNTS PAYABLE</u>	\$ 283,850.27	
<u>PAYROLL</u>	\$ 132,761.44	
<u>WIRE TRANSFER</u>	\$ 59,767.52	

ACCOUNTS PAYABLE FOR SDC FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
136	\$ 101.00	FIRST AMERICAN TITLE
137	\$ 7,272.50	NEXTERRA INC
138	\$ 31,103.68	DGS GENERAL CONSTRUCTION
139	\$ 7,012.50	JOHN STEIDEL
140	\$ 1,940.00	TERRA CALC LAND SURVEY
141	\$ 150,225.00	SIGNATURE PAVING
142	\$ 671.61	EWING
143	\$ 4,050.29	AGRIMIS
144	\$ 2,103.60	UNITED RENTALS
GRAND TOTAL	<u>\$ 204,480.18</u>	

ACCOUNTS PYABLE FOR LOAN SERVICE FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
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>
1210	\$ 65,000.00	TRIPLETT WELLMAN
GRAND TOTAL	<u>\$ 65,000.00</u>	
BREAKOUT		
<u>CAPITAL POOL CONST.</u>	\$ 65,000.00	
<u>POOL BOND DEBT</u>	\$ 0.00	

ACCOUNTS PAYABLE FOR FOUNDATION

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
127	\$ 27.75	US BANK
GRAND TOTAL	<u>\$ 27.75</u>	

**FINANCIAL OVERVIEW
GENERAL FUND SUMMARY**

DESCRIPTION	AS OF 10/31/18-19	AS OF 10/31/19-20	DIFFERENCE
Total Operational Expense	\$ 1,853,295.49	\$1,797,313.19	\$ <55,982.30>
Total Capital Outlay & Transfers	\$ 249,779.72	\$ 285,186.53	\$ 35,406.81
GRAND TOTAL EXPENSES	\$ 2,102,075.21	\$2,082,499.72	\$ <20,575.49>
Total Tax Revenue	\$ 0.00	\$ 72,868.64	\$ 72,868.64
Total Fees & Charges Revenue	\$ 1,288,762.98	\$1,304,730.84	\$ 15,967.86
Total Other Revenue	\$ 277,919.71	\$ 54,308.62	\$ <223,551.09>
Beginning Balance	\$ 1,943,815.42	\$2,234,266.08	\$ 290,350.66
GRAND TOTAL REVENUE	\$ 3,510,598.11	\$3,666,234.18	\$ 155,636.07

SDC FUND SUMMARY

DESCRIPTION	AS OF 10/31/18-19	AS OF 10/31/19-20	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 0.00	\$ 278,242.01	\$ 278,242.01
TOTAL REVENUE	\$ 433,918.99	\$ 816,116.41	\$ 382,197.42
BEGINNING BALANCE	\$1,307,504.20	\$2,149,779.94	\$ 842,275.74
GRAND TOTAL REVENUE	\$1,741,423.19	\$2,965,896.35	\$ 1,224,473.16

LOAN SERVICE FUND SUMMARY

DESCRIPTION	AS OF 10/31/18-19	AS OF 10/31/19-20	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 177,409.72	\$ 180,326.98	\$ 2,917.26
REVENUE TRANSFERS	\$ 177,409.72	\$ 180,326.98	\$ 2,917.26
INTREST	\$ 0.00	\$ 278.86	\$ 278.86
BEGINNING BALANCE	\$ 31,699.09	\$ 32,882.14	\$ 1,183.05
GRAND TOTAL REVENUE	\$ 209,108.81	\$ 213,487.98	\$ 4,379.17

EQUIPMENT AND MAJOR MAINTENANCE FUND SUMMARY

DESCRIPTION	AS OF 10/31/18-19	AS OF 10/31/19-20	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 10/31/18-19	AS OF 10/31/19-20	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 0.00	\$ 65,197.47	\$ 65,197.47
GRAND TOTAL REVENUE	\$ 949,879.77	\$ 243,274.66	<\$ 706,605.11>

BOND LOAN SERVICE SUMMARY

DESCRIPTION	AS OF 10/31/18-19	AS OF 10/31/19-20	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 0.00	\$ 0.11	\$ 0.11
GRAND TOTAL REVENUE	\$ 15,182.52	\$ 181,905.47	<\$ 166,722.95>

James A Talt
201 Crestview Dr
Newberg, OR 97132
(503) 554 5461

November 22, 2019 Page 1/4

CPRD Board Members
125 S. Elliott Road
Newberg, OR 97132

Subject: Newberg Senior Center Billiard Table Refurbishment

Dear CPRD Board,

The Newberg Senior Center has two billiard tables. After many years of use both tables are in need of repairs. We are writing to ask for your assistance in repairing the tables so as to insure they remain usable for future decades.

Description Of Needed Repairs

The center has one table manufactured by Olhausen and an antique table popularly referred to as the '1915 table'. The Olhausen table's cushions/bumpers have lost their spring and no longer function properly and the table's cloth needs replacing. The 1915 table also needs new cloth in addition to repairs to correct a poor re-clothing done sometime in the past (see Exhibit A)

Estimated Cost

Quotes were obtained from two reputable local billiard supply businesses: The Billiard Shop, Aloha (Exhibit B) and The Cue Ball, Salem. The Cue Ball quote was verbal from its owner, Jim Lebold, to Newberg pool player Jim Talt.

Quote	The Billiard Shop	The Cue Ball
Olhausen Repairs	\$870	\$750
1915 Repairs	\$575	\$550
Total	\$1445	\$1300

Project Coordination

If CPRD approves the needed repairs then one way to proceed would be for pool player Jim Talt to coordinate the repairs with both Senior Center staff and the selected vendor. The work would be done on site at the center and take approximately 2 days. On completion of the work, Mr Talt would pay the vendor using his personal credit card or check and submit a copy of the bill to CPRD for his reimbursement.

Resource Utilization

Newberg residents use the pool tables throughout the week year-round. A number of us meet every Friday morning for 3 hours of pool. The last Friday of each month includes a pool tournament. Each year's tournament winner champion is recorded on a wall plaque in the Senior Center Library/Billiard room. While many of the players have 40-70 years' experience at pool, several are new to the game and played their first games at the Newberg Senior Center. We hope you will help us preserve this excellent resource by funding the refurbishment.

Respectfully,

Senior Center Pool Players:

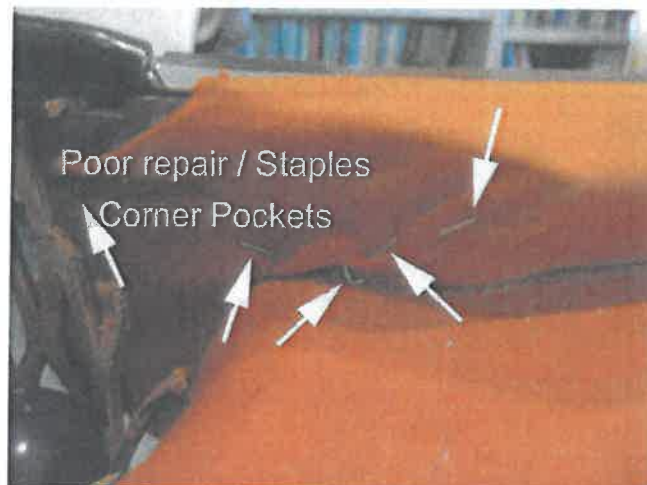
Jim Talt
Michael Runk
A/H
Colleen Lloyd
Al Teskey
Merrid Apple
Helen L. Talt
Alfred D. Lloyd
James C. Marshall
Chris Schull

NOT AVAILABLE AT SIGNING

MIKE SHERMAN
MIKE BROWN
LYMAN M
DON OLSEN

Attachments:

- A) Pool Table Photos
- B) Billiard Shop, Aloha Quote



THE BILLIARD SHOP		11/20/2019
<i>CheapCues.com</i>		
21785 SW Tualatin Valley Hwy	Sold to:	Newberg Senior Center
Suite A		
Aloha, OR 97003		Jim
503-718-7209		503.554.5461
Items		Price
Recover 8 Foot Table		\$275.00
8 Foot Cut of Simonis 860 Cloth		\$300.00
Re-Rubber Rails		\$295.00
Contact - Zack At the Billiard Shop 503.718.7209		
Email - atalt@aol.com		
Total		\$870.00

Don Clements

From: Don Clements
Sent: Friday, November 15, 2019 12:47 PM
To: Emily Buccola
Subject: Re: Discussion of offer for 5 acre piece of land in Dundee

Monday at 2 pm would be great. Let's meet at 125 S Elliott Road Administrative Bld.

Sent from my iPhone

On Nov 15, 2019, at 12:27 PM, Emily Buccola <emily.buccola@cascadesir.com> wrote:

Hello Don,

My name is Emily Buccola and I work for Sotheby's Realty. A colleague of mine, Kim Rose (copied on this email), reached out to you about clients of ours interested in a parcel of land owned by Chehalem Parks and Rec in Dundee (about 5 acres). We're working on finalizing an offer for this property, but I wanted to reach out to see if we could meet next Monday afternoon to talk about it? We will certainly be sending the offer over via email, but I thought it would be good for us to meet in person as well. Do you have time on Monday between 1:30 and 5:30 pm? I look forward to meeting you.

Best,

Emily Buccola



Emily Buccola

Broker

www.EmilyBuccolaRealEstate.com

310 N State St #102, Lake Oswego, OR 97034
emily.buccola@cascadesir.com
M: 971.236.2424 O: 503.420.8650

Cascade Sotheby's



Initial Agency Disclosure

Don Clements

From: Emily Buccola <emily.buccola@cascadesir.com>
Sent: Friday, November 22, 2019 11:15 AM
To: Don Clements; Kat Ricker
Cc: kimberlydawn.rose@gmail.com
Subject: Re: Offer Extension on Dundee property off Boysen Lane
Attachments: Signed Addendum - Offer Expiration.pdf; Comps for Lot 02901.pdf

Dear Kat, Don, and Board Members,

We would like to thank you again for considering our clients' offer on Tax Lot 02901 in Dundee; our clients own the home adjacent to the property in question and would like the opportunity to buy it back. We very much appreciate you sending over the information on the most recent appraisal (we have passed it along to our clients), but since the appraisal is from back in 2009 we have attached recent data from comparable properties in the area (4.3 acres in Dundee which sold for \$204,000 in January of this year; 5 acres in Carlton which sold for \$265,000 in June of this year; and 5.46 acres in Yamhill currently listed at \$239,500).

Since the Board will not be meeting until December 5th we've attached a signed addendum extending the expiration of our clients' offer until 5:00 PM on December 10th.

We look forward to hearing from you. Have a great weekend!

Kim Rose and Emily Buccola



Emily Buccola

Broker

www.EmilyBuccolaRealEstate.com

310 N State St #102, Lake Oswego, OR 97034
emily.buccola@cascadesir.com
M: 971.236.2424 O: 503.420.8650



Initial Agency Disclosure

From: Kat Ricker <kricker@cprdnewberg.org>
Sent: Wednesday, November 20, 2019 9:30 AM
To: Emily Buccola

Cc: Don Clements

Subject: FW: Offer on Dundee property off Boysen Lane

Please see forwarded message below, per Don Clements:

Kat Ricker

Public Information Director

Chehalem Park & Recreation District

971.832.4222 cprdnewberg / [Instagram](#) / [Facebook](#)

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

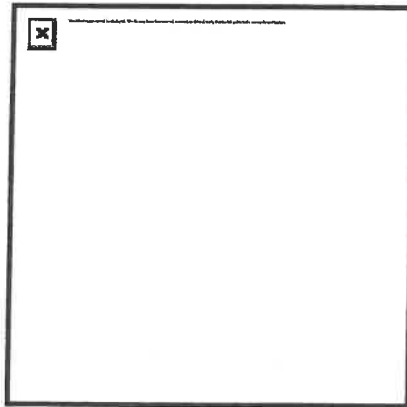
Reply-To: "Kricker@cprdnewberg.org" <kricker@cprdnewberg.org>

Date: Wednesday, November 20, 2019 at 9:28 AM

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

Subject: Offer on Dundee property off Boysen Lane

[View this email in your browser](#)



Offer on Parcel Number 0175377

Dear Board Member:

Cascade Sotheby's International Realty has submitted an offer to purchase the parcel that is approximately 1/3 mile east of SE Boysen Lane. This may be included for discussion on the agenda for the next Board meeting on Dec. 5th.

The following documents are available for your viewing:

- [2009 Appraisal](#)

- New Sales Agreement



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Chehalem Park and Recreation District

125 S. Elliott Road

Newberg, Or 97132

[Add us to your address book](#)

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You can [update your preferences](#) or [unsubscribe from this list](#).



FINAL AGENCY ACKNOWLEDGMENT

1 Both Buyer and Seller acknowledge having received the Oregon Real Estate Agency Disclosure Pamphlet, and hereby acknowledge and consent
2 to the following agency relationships in this transaction: Kimberly Rose, Emily Buccola
3 (Name of Buyer's Agent(s)*), Oregon Lic. # 201224670, 201216727
4 of Cascade Sotheby's International Realty (Name of Real Estate Firm(s)*)
5 Buyer's Agent's Office Address 310 N State St, Lake Oswego, OR 97034, Company Lic. # 201202043
6 Phone #1 (503) 420-8650 Phone #2 (971) 236-2424 E-mail michael.babbitt@cascadesir.com
7 is/are the agent of (check one): ☒ Buyer exclusively ("Buyer Agency"). ☐ Both Buyer and Seller ("Disclosed Limited Agency").
8 Self-represented (Name of Seller's Agent(s)*), Oregon Lic. # _____
9 of _____ (Name of Real Estate Firm(s)*)
10 Seller's Agent's Office Address _____, Company Lic. # _____
11 Phone #1 _____ Phone #2 _____ E-mail _____
12 is/are the agent of (check one): ☒ Seller exclusively ("Seller Agency"). ☐ Both Buyer and Seller ("Disclosed Limited Agency").
13 *If Buyer's and/or Seller's Agents and/or Firms are co-selling or co-listing in this transaction, all Agents and Firm names should be
14 disclosed above.

15 If both parties are each represented by one or more Agent in the same Real Estate Firm, and Agents are supervised by the same principal broker
16 in that Real Estate Firm, Buyer and Seller acknowledge that said principal broker shall become the disclosed limited agent for both Buyer and
17 Seller as more fully explained in the Disclosed Limited Agency Agreements that have been reviewed and signed by Buyer, Seller and Agent(s).

18 Buyer shall sign this acknowledgment at the time of signing this Agreement before submission to Seller. Seller shall sign this acknowledgment at the time this
19 Agreement is first submitted to Seller, even if this Agreement will be rejected or a counter offer will be made. Seller's signature to this Final Agency
20 Acknowledgment shall not constitute acceptance of this Agreement or any terms therein.

21 Buyer [Signature] Print Scott Jenkins Date 11/16/2019 | 7:58 AM PST
22 Buyer [Signature] Print Elisa Jenkins Date 11/15/2019 | 2:13 PM MST
23 Seller [Signature] Print Chehalem Park & Recreation District Inc Date _____
24 Seller _____ Print _____ Date _____

VACANT LAND REAL ESTATE SALE AGREEMENT

25 THIS AGREEMENT IS INTENDED TO BE A LEGAL AND BINDING CONTRACT. IF IT IS NOT UNDERSTOOD, SEEK COMPETENT LEGAL
26 ADVICE BEFORE SIGNING. FOR AN EXPLANATION OF THE PRINTED TERMS AND PROVISIONS IN THIS FORM REGARDING TIMING,
27 NOTICE, BINDING EFFECT, ETC., SELLER AND BUYER ARE ENCOURAGED TO CLOSELY REVIEW DEFINITIONS AND INSTRUCTIONS
28 SECTION BELOW.

29 1. PRICE/PROPERTY DESCRIPTION: Buyer (print name(s)) Scott Jenkins, Elisa Jenkins
30

31 offers to purchase from Seller (print name(s)) Chehalem Park & Recreation District Inc
32 the following described real property (hereinafter "the Property") situated in the State of Oregon, County of Yamhill
33 and commonly known or identified as (insert street address, city, zip code, tax identification number, lot/block description, etc.)
34 Township 03S/Range 03W/Section 25, Tax Lot 02901 Dundee, OR 97116
35

36 (Buyer and Seller agree that if it is not provided herein, a complete legal description as provided by the title insurance company in accordance with Section 7
37 (Title Insurance), below, shall, where necessary, be used for purposes of legal identification and conveyance of title.)
38 for the Purchase Price (in U.S. currency) of _____ A \$ 250,000.00
39 on the following terms: Earnest money herein receipted for _____ B \$ 5,000.00
40 on _____, as additional earnest money, the sum of _____ C \$ _____
41 at or before Closing, the balance of down payment _____ D \$ _____
42 at Closing and upon delivery of ☒ DEED ☐ CONTRACT the balance of the Purchase Price _____ E \$ 245,000.00
43 shall be paid as agreed in Financing Section of the Agreement. (Lines B, C, D and E should equal Line A)

Buyer Initials [Signature] Date 11/16/2019 | 7:58 AM PST

Seller Initials _____ / _____ Date _____

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LINES WITH THIS SYMBOL ← REQUIRE A SIGNATURE OF BUYER AND/OR SELLER AND DATE

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VACANT LAND REAL ESTATE SALE AGREEMENT- Page 1 of 11



44

FINANCING

45 **2. BALANCE OF PURCHASE PRICE. (Select A or B)**

46 Buyer represents that Buyer has liquid and available funds for the earnest money deposit and down payment, and if an all cash transaction, the full purchase
 47 price, sufficient to Close the transaction described herein and is not relying upon any contingent source of funds (e.g., from loans, gifts, sale or closing of other
 48 property, 401K disbursements, etc.), except as follows (describe): _____
 49 _____

50 **A. ☒ This is an all cash transaction.** Buyer to provide verification ("Verification") of readily available funds as follows (select only one):

51 ☐ Buyer has attached a copy of the Verification with the submission of this Agreement to Seller ☒ Buyer will provide Seller with the Verification
 52 within 1 business days (five [5] if not filled in) after this Agreement has been signed and accepted; or ☐ Other (Describe): _____
 53 _____

54 Seller may notify Buyer, in writing, of Seller's unconditional disapproval of the Verification within _____ business days (two [2] if not filled in) ("Disapproval
 55 Period") following its receipt by Seller. Provided, however, such disapproval must be objectively reasonable. Upon such disapproval, all earnest money
 56 deposits shall be promptly refunded to Buyer and this transaction shall be terminated. If Seller fails to provide Buyer with written unconditional
 57 disapproval of the Verification by 5:00 p.m. of the last day of the Disapproval Period, Seller shall be deemed to have approved the Verification.
 58 If Buyer fails to submit a Verification within a time frame selected above, unless the parties agree otherwise in writing, all earnest money
 59 deposits shall be promptly refunded and this transaction shall be terminated.

60 **B. ☐ Balance of Purchase Price to be financed through one of the following Loan Programs (Select only one):** ☐ Conventional;

61 ☐ Other (Describe): _____ (hereinafter "Loan
 62 Program"). Buyer agrees to seek financing through a lending institution or mortgage broker (hereinafter collectively referred to as
 63 "Lender") participating in the Loan Program selected above.

64 **C. Pre-Approval Letter.** ☐ Buyer has attached a copy of a Pre-Approval Letter from Buyer's Lender or mortgage broker; ☐ Buyer does not have a
 65 Pre-Approval Letter at the time of making this offer; ☐ Buyer agrees to secure a Pre-Approval Letter and provide a copy to Seller as follows: _____
 66 _____

67 **3.1 FINANCING CONTINGENCIES.** If Buyer is financing any portion of the Purchase Price, this transaction is subject to the following financing
 68 contingencies: (1) Buyer and the Property to qualify for the loan from Lender; (2) Lender's appraisal shall not be less than the Purchase Price; and,
 69 (3) Other (Describe): _____
 70 _____

71 Except as otherwise provided herein, all Financing Contingencies are solely for Buyer's benefit and may be waived by Buyer in writing at any time.

72 **3.2 FAILURE OF FINANCING CONTINGENCIES.** If Buyer receives actual notification from Lender that any Financing Contingencies identified
 73 above have failed or otherwise cannot occur, Buyer shall promptly notify Seller, and the parties shall have _____ business days (two [2] if not filled
 74 in) following the date of Buyer's notification to Seller to either (a) Terminate this transaction by signing a **Termination Agreement (OREF 057)** and/
 75 or such other similar form as may be provided by Escrow; or (b) Reach a written mutual agreement upon such price and terms that will permit this
 76 transaction to continue. Neither Seller nor Buyer is required under the preceding provision (b) to reach such agreement. If (a) or (b) fail to occur
 77 within the time period identified in this Section 3.2 (Failure of Financing Contingencies), this transaction shall be automatically terminated and all
 78 earnest money shall be promptly refunded to Buyer. Buyer understands that upon termination of this transaction, Seller shall have the right to place
 79 the Property back on the market for sale upon any price and terms as Seller determines, in Seller's sole discretion.

80 **3.3 BUYER REPRESENTATION REGARDING FINANCING:** Buyer makes the following representations to Seller: (1) Buyer's completed loan
 81 application, as hereinafter defined, shall be submitted to the Lender that provided the Pre-Approval Letter, a copy of which has been delivered to
 82 Seller, or will be, pursuant to Section 2C (Pre-Approval Letter), above.

83 (2) Buyer shall submit to Buyer's Lender a completed loan application for purchase of the Property not later than _____ business days (three [3] if not
 84 filled in) following the date Buyer and Seller have signed and accepted this Agreement. A "completed loan application" shall include the following
 85 information: (i) Buyer's name(s); (ii) Buyer's income(s); (iii) Buyer's social security number(s); (iv) the Property address; (v) an estimate of the value
 86 of the Property; and (vi) the loan amount sought.

87 (3) Buyer agrees that if Buyer intends to proceed with the loan transaction, Buyer will so notify Lender within _____ business days (three [3] if not filled in - but
 88 not to exceed ten [10]) in such form as required by said Lender, following Buyer's receipt of Lender's Loan Estimate. Upon request, Buyer shall promptly
 89 notify Seller of the date of Buyer's signed notice of intent to proceed with the loan.

90 (4) Buyer will thereafter complete all paperwork requested by the Lender in a timely manner, and exercise best efforts (including payment of all
 91 application, appraisal and processing fees, where applicable) to obtain the loan.

Buyer Initials EB / W Date 11/16/2019 | 7:58 AM PST

Seller Initials _____ / _____ Date _____

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VACANT LAND REAL ESTATE SALE AGREEMENT- Page 2 of 11

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(5) Buyer understands and agrees that Buyer may not replace the Lender or Loan Program already selected, without Seller's written consent, which may be withheld in Seller's sole discretion.

(6) Following submission of the loan application, Buyer agrees to keep Seller promptly informed of all material non-confidential developments regarding Buyer's financing and the time of Closing.

(7) Buyer shall make a good faith effort to secure the ordering of the Lender's appraisal no later than expiration of the Inspection Period at Section 10 of this Agreement, (or Section 1 of the OREF 058 Professional Inspection Addendum if used).

(8) Buyer authorizes Buyer's Lender to provide non-confidential information to Buyer's and Seller's Agents regarding Buyer's loan application status.

4.1 INSURANCE: Buyer is encouraged to promptly verify the availability and cost of property/casualty/fire insurance that will be secured for the Property. Additionally, lenders may require proof of property/casualty/fire insurance as a condition of the loan.

4.2 FLOOD INSURANCE; ELEVATION CERTIFICATE: If the Property is located in a designated flood zone, flood insurance may be required as a condition of a new loan. Buyer is encouraged to promptly verify the need, availability, and cost of flood insurance, if applicable. An Elevation Certificate ("EC") is the document used by the federal National Flood Insurance Program ("NFIP") to determine the difference in elevation between a home or building, and the base flood elevation ("BFE"), which is a computed elevation to which floodwater is anticipated to rise during certain floods. The amount of the flood insurance premium for a particular property is based upon the EC. Not all properties in flood zones require an EC, depending upon when they were constructed. ECs must be prepared and certified by a land surveyor, engineer, or architect who is authorized by the local jurisdiction to certify elevation information. The costs and fees for an EC may range from a few hundred dollars to over a thousand. If the Property requires an EC, it will need to be obtained prior to receiving a flood insurance quote. Additionally, lenders may require an EC as a condition of loan approval. For more information, go to the following website www.fema.gov.

5. SELLER-CARRIED FINANCING (E.G., LAND SALE CONTRACT/TRUST DEED/MORTGAGE/OPTION AGREEMENTS, RENT-TO-OWN, ETC.): Notice to Buyer and Seller: If this transaction involves a land sale contract, trust deed, mortgage, option, or lease-to-own agreement (hereinafter a "Seller Carried Transaction"), Oregon law requires that, unless exempted, individuals offering or negotiating the terms must hold a mortgage loan originator ("MLO") license. Your real estate agent is not qualified to provide these services or to advise you in this regard. Legal advice is strongly recommended. If this is a Seller-Carried Transaction, Buyer and Seller are advised to review the OREF 032 Seller-Carried Transactions Buyer and Seller Advisory. Buyer and Seller agree as follows (select only one):

☐ (a) Use the OREF 033 Seller-Carried Transaction Addendum and related forms; or

☐ (b) Secure separate legal counsel to negotiate and draft the necessary documents or employ an MLO

Seller and Buyer agree that regardless of whether (a), or (b) is selected, they will reach a signed written agreement upon the terms and conditions of such financing (e.g. down payment, interest rate, amortization, term, payment dates, late fees, balloon dates, etc.) within ___ business days (ten [10] if not filled in) commencing on the next business day following the date they have signed and accepted this Sale Agreement ("Negotiation of Terms Period"). Upon failure of Buyer and Seller to reach agreement by 5:00 p.m. on the last day of the Negotiation of Terms Period, or such other times as may be agreed upon in writing, all earnest money deposits shall be refunded to Buyer and this transaction shall be automatically terminated. ***Caveat: Buyer's and Seller's Agents are not authorized to render advice on these matters. Buyer and Seller are advised to secure competent legal advice while engaged in a Seller-Carried Transaction.***

6. ADDITIONAL FINANCING PROVISIONS (e.g. Closing Costs): _____

CONTINGENCIES

7. TITLE INSURANCE: When this Agreement is signed and accepted by Buyer and Seller, Seller will, at Seller's sole expense, promptly order from the title insurance company selected at Section 16 (Escrow) below, a preliminary title report and copies of all documents of record ("the Report and Documents of Record" for the Property, and furnish them to Buyer at Buyer's contact location as defined at Section 23.3 (Definitions/Instructions), below. Unless otherwise provided herein, this transaction is subject to Buyer's review and approval of the Report and Documents of Record (If, upon receipt, the Report and Documents of Record are not fully understood, Buyer should contact the title insurance company for further information or seek competent legal advice). The Buyer's and Seller's Agents are not qualified to advise on specific legal or title issues.) Upon receipt of the Report and Documents of Record Buyer shall have ___ business days (five [5] if not filled in) within which to notify Seller, in writing, of any matters disclosed in the Report and Documents of Record which is/are unacceptable ("the Objections"). Buyer's failure to timely object in writing, shall constitute acceptance of the Report and/or Documents of Record. However, Buyer's failure to timely object shall not

Buyer Initials JS / ED Date 11/16/2019 | 7:58 AM PST

Seller Initials _____ / _____ Date _____

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VACANT LAND REAL ESTATE SALE AGREEMENT- Page 3 of 11



Sale Agreement # JENKINS

relieve Seller of the duty to convey marketable title to the Property pursuant to Section 21 (Deed), below. If, within ____ business days (five [5] if not filled in) following Seller's receipt of the Objections, Seller fails to remove or correct the matters identified therein, or fails to give written assurances reasonably satisfactory to Buyer, that they will be removed or corrected prior to Closing, all earnest money shall be promptly refunded to Buyer, and this transaction shall be terminated. This contingency is solely for Buyer's benefit and may be waived by Buyer in writing. Within thirty (30) days after Closing, the title insurance company shall furnish to Buyer, an owner's standard form policy of title insurance insuring marketable title in the Property to Buyer in the amount of the Purchase Price, free and clear of the Objections, if any, and all other title exceptions agreed to be removed as part of this transaction. *(Note: This Section 7 (Title Insurance) provides that Seller will pay for Buyer's standard owner's policy of title insurance. In some areas of the country, such a payment might be regarded as a "seller concession." Under the TILA/RESPA Integrated Disclosure Rules ["The Rules"], there are limitations, regulations and disclosure requirements on "seller concessions", unless the product or service paid for by the Seller was one customarily paid by sellers in residential sales transactions. In Oregon, sellers customarily and routinely pay for their buyer's standard owner's policy of title insurance. Accordingly, unless the terms of this Section 7 (Title Insurance) are modified in writing by Buyer and Seller, the parties acknowledge, agree and so instruct Escrow, that in this transaction, Seller's payment of Buyer's standard owner's policy of title insurance is not a "seller concession" under the Rules or any other federal law.)*

8. INSPECTIONS/ENVIRONMENTAL HEALTH CONDITIONS: The following list identifies some, but not all, environmental conditions that may be found in and around all real property that may affect health: Asbestos, carbon monoxide, electric and magnetic fields, formaldehyde, lead and other contaminants in drinking water and well water, lead based paint, mold and mildew, radon, and leaking underground storage tanks. If Buyer has any concerns about these conditions or others, Buyer is encouraged to secure the services of a licensed professional inspector, consultant, or health expert, for information and guidance. Neither the Buyer's nor Seller's Agents are experts in environmental health hazards or conditions. Buyer understands that it is advisable to have a complete inspection of the Property by qualified licensed professional(s), relating to such matters as soil condition/compaction/stability, environmental issues, survey, zoning, availability of utilities, and suitability for Buyer's intended purpose. Neither the Buyer's nor Seller's Agents are qualified to conduct such inspections and shall not be responsible to do so. For further details, Buyer is encouraged to review the Buyer Advisory at www.oregonrealtors.org and the Oregon Public Health Division at www.oregon.gov.

Check only one box below:

☐ **LICENSED PROFESSIONAL INSPECTIONS:** At Buyer's expense, Buyer may have the Property and all elements and systems thereof inspected by one or more licensed professionals of Buyer's choice. Provided, however, Buyer must specifically identify in this Agreement any desired invasive inspections that may include testing or removal of any portion of the Property including, for example, radon and mold. **Identify Invasive Inspections:** _____

Buyer understands that Buyer is responsible for the restoration of the Property following any inspection(s)/test(s) performed by Buyer or on Buyer's behalf. Buyer shall have ____ business days (ten [10] if not filled in), after the date Buyer and Seller have signed and accepted this Agreement (hereinafter "the Inspection Period"), in which to complete all inspections and negotiations with Seller regarding any matters disclosed in any inspection report. Buyer shall not provide all or any portion of the inspection reports to Seller unless requested by Seller. However, at any time during this transaction, or promptly following termination, upon request by Seller, Buyer shall promptly provide a copy of such reports or portions of reports, as requested. During the Inspection Period, Seller shall not be required to modify any terms of this Agreement already reached with Buyer. Unless a written agreement has already been reached with Seller regarding Buyer's requested repairs, at any time during the Inspection Period, Buyer may notify Seller, in writing, of Buyer's unconditional disapproval of the Property based on any inspection report(s), in which case, all earnest money deposits shall be promptly refunded, and this transaction shall be terminated. If Buyer fails to provide Seller with written unconditional disapproval of any inspection report(s) by 5:00 P.M. of the final day of the Inspection Period, Buyer shall be deemed to have accepted the condition of the Property. Note that if, prior to expiration of the Inspection Period, written agreement is reached with Seller regarding Buyer's requested repairs, the Inspection Period shall automatically terminate, unless the parties agree otherwise in writing.

☐ **ALTERNATIVE INSPECTION PROCEDURES:** OREF-058 PROFESSIONAL INSPECTION ADDENDUM ☒ **OTHER INSPECTION ADDENDUM** _____ 11/16/2019 | 7:58 AM PST | 11/15/2019 | 2:13 PM MST

☒ **BUYER'S WAIVER OF INSPECTION CONTINGENCY:** Buyer represents to Seller and all Agents and Firms that Buyer is fully satisfied with the condition of the Property and all elements and systems thereof and knowingly and voluntarily elects to waive the right to have any inspections performed as a contingency to the Closing of the transaction. Buyer's election to waive the right of inspection is solely Buyer's decision and at Buyer's own risk.

9.1 PRIVATE WELL: Does the Property include a well that supplies or is intended to supply domestic water for household use? ☐ Yes ☒ No. If the Property contains a private well, the OREF 082 Private Well Addendum will be attached to this Sale Agreement.

9.2 SEPTIC/ONSITE SEWAGE SYSTEM: Does the Property include a septic/onsite sewage system? ☐ Yes ☒ No If the Property contains a septic/onsite sewage system, the OREF 081 Septic/Onsite Sewage System Addendum will be attached to this Sale Agreement.

Buyer Initials JS / EJ Date 11/16/2019 | 7:58 AM PST

Seller Initials _____ / _____ Date _____

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VACANT LAND REAL ESTATE SALE AGREEMENT- Page 4 of 11



Sale Agreement # JENKINS

188 **10.1 SELLER PROPERTY DISCLOSURE LAW:** Buyer and Seller acknowledge that, subject to certain exclusions, Oregon's Seller Property Disclosure
 189 Law (ORS 105.462 - 105.490) applies only to real property transactions improved with 1-to-4 family dwellings, and does not apply to transactions involving
 190 vacant land.

191 **10.2 SELLER VACANT LAND DISCLOSURES:** Although not required by law, unless waived by Buyer in writing, Seller shall complete the OREF 019
 192 Vacant Land Disclosure Addendum (the "Disclosure Addendum") for delivery to all prospective buyers making offers to purchase the Property. The
 193 Disclosure Addendum addresses the current condition of the Property, and asks Seller to provide pertinent documents and information. Seller's answers
 194 are based solely upon Seller's actual knowledge of the condition of the Property, without necessarily having performed any inspections or tests.
 195 Notwithstanding receipt and review of Seller's completed Disclosure Addendum, Buyer is cautioned to exercise their own due diligence by using experts
 196 and specialists of Buyer's choice. Neither Seller's nor Buyer's Agents are experts or specialists in vacant land. As more fully described in the Disclosure
 197 Addendum, Buyer shall have a right to revoke their offer if timely given in writing to Seller within the defined Revocation Period, which shall
 198 commence on the first business day following its date of delivery to Buyer. Unless waived below, until the Disclosure Addendum is delivered to
 199 Buyer with all relevant documents and information, the Revocation Period does not commence. This means that a Buyer can revoke the
 200 transaction at any time until said delivery and the Revocation Period has expired, or the time of closing, whichever first occurs.

201 Buyer(s) to check one box below:

202 ☒ Buyer's offer is conditioned upon receiving Seller's Vacant Land Disclosure Addendum within three business days following the date this Agreement is
 203 signed and accepted by the parties. Buyer does not waive the right of revocation provided therein.

204 ☐ Buyer's offer is conditioned upon receiving Seller's Vacant Land Disclosure Addendum within three business days following the date this Agreement is
 205 signed and accepted by the parties. Buyer expressly waives the right of revocation provided therein.

206 ☐ Buyer expressly waives the right to receive the Vacant Land Disclosure Addendum and all rights arising therefrom.

SELLER REPRESENTATIONS

209 **11. SELLER REPRESENTATIONS:** Subject to other written disclosures made by Seller as a part of this transaction, Seller makes the following
 210 representations to Buyer:

211 (1) The Property is served by and/or connected to (check all that apply): ☐ a public sewer system; ☐ an onsite sewage system; ☐ a
 212 public water system; ☐ a private well and/or shared well; ☐ other (e.g., surface springs, cistern, etc.) described:
 213 _____

☒ none of the preceding.

214 (2) The Property will be in substantially its present condition at the time Buyer is entitled to possession.

215 (3) Seller has no notice of any liens or assessments to be levied against the Property.

216 (4) Seller has no notice from any governmental agency of a condemnation, environmental, zoning or similar proceeding, existing or
 217 planned, which could detrimentally affect the use, development, or value of the Property.

218 (5) Seller knows of no material defects in or about the Property.

219 (6) Seller has no notice from any governmental agency of any violation of law relating to the Property.

220 (7) Seller has no knowledge of any of the following matters affecting the use or operation of the Property: (a) past or present non-
 221 resource uses (e.g., cemeteries, landfills, dumps, etc.); (b) unrecorded access easements or agreements (e.g., for harvesting, fishing,
 222 hunting, livestock movement and pasture, etc.); (c) state or federal agreements/requirements regarding crops, grazing, reforestation,
 223 etc.; (d) supplier agreements, production processing commitments or other similar contracts.

224 (8) Well(s), water source(s), and/or water district resources have been adequate under Seller's current usage of the Property.

225 (9) Water rights (e.g., irrigation, agricultural), for not less than (Seller to complete) _____ acres, have been utilized and applied for
 226 beneficial use within the last five (5) years and are current and shall be transferred to Buyer at Closing. Water rights may be subject to
 227 certain conditions. Buyer should verify compliance with appropriate agency.

228 (10) Seller knows of no material discrepancies between visible lines of possession and use (such as existing fences, hedges, landscaping,
 229 structures, driveways, and other such improvements) currently existing on the Property offered for sale and the legal description of the Property.

230 (11) Seller agrees to promptly notify Buyer if, prior to Closing, Seller receives actual notice of any event or condition that could result in
 231 making any previously disclosed material information relating to the Property substantially misleading or incorrect.

232 These representations are made to the best of Seller's knowledge. Seller may have made no investigations. Exceptions to items (1) through (11)
 233 are: _____ (For more exceptions see Addendum _____).

234 Buyer acknowledges that the above representations are not warranties regarding the condition of the Property and are not a substitute for, nor in
 235 lieu of, Buyer's own responsibility to conduct a thorough and complete independent investigation, including the use of professionals, where

Buyer Initials JS ej Date 11/16/2019 7:58 AM PST

Seller Initials _____ / _____ Date _____

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Sale Agreement # JENKINS

236 appropriate, regarding all material matters bearing on the condition of the Property, its value and its suitability for Buyer's intended use. Neither
237 the Buyer's nor Seller's Agents shall be responsible for conducting any inspection or investigation of any aspects of the Property.

238 **12.1 SELLER ADVISORY: OREGON STATE TAX WITHHOLDING OBLIGATIONS:** Subject to certain exceptions, Escrow is required to withhold a portion
239 of Seller's proceeds if Seller is a non-resident individual or corporation as defined under Oregon law. Buyer and Seller agree to cooperate with Escrow by
240 executing and delivering any instrument, affidavit or statement as requested, and to perform any acts reasonable or necessary to carry out the provisions of
241 Oregon law.

242 **12.2 FIRPTA TAX WITHHOLDING REQUIREMENT:** Seller and Buyer are advised that at Closing, a Federal law, known as the Foreign Investment in Real
243 Property Tax Act ("FIRPTA"), requires buyers to withhold a portion of a seller's proceeds (up to 15% of the Purchase Price) if the real property is located
244 within the United States and the seller is a "foreign person" who does not qualify for an exemption. A "foreign person" includes a non- resident alien individual,
245 foreign corporation, foreign partnership, foreign trust or a foreign estate.

246 If FIRPTA does not apply (i.e. Seller is not a foreign person), then Seller shall complete, sign, and deliver to Escrow either OREF 094 FIRPTA
247 Certification of Non Foreign Status or a form of certification of non-foreign status provided by escrow that complies with the requirements of 26
248 CFR § 1.1445-2 (the "Certificate") prior to Closing. If Seller fails or refuses to complete, sign, and deliver the Certificate to Escrow prior to Closing,
249 Seller understands and agrees that Seller will be presumed to be a foreign person so the Withholding Requirement (as defined in Section 2 - Buyer
250 Responsibilities Under FIRPTA or OREF 093 FIRPTA Addendum) will apply to this transaction. Seller acknowledges that the Certificate includes
251 Seller's taxpayer identification number, social security number, or employer identification number (collectively "Nonpublic Personal Information" or "NPI") as
252 required by applicable law. In some cases, Escrow or Buyer's Agent, after receipt and review of the signed Certificate, will agree to act as a "Qualified
253 Substitute" and provide Buyer with either OREF 095 FIRPTA Qualified Substitute Statement or a qualified substitute statement that complies with the
254 requirements of 26 USC § 1445(b)(9) in lieu of the Certificate at Closing so that Seller's NPI is not disclosed to Buyer. In such event, the original Certificate
255 will be held by Escrow or Buyer's Agent (as applicable) pursuant to applicable law. If Escrow and Buyer's Agent are unable or unwilling to serve as a
256 "Qualified Substitute," Escrow shall deliver to Buyer the original Certificate at Closing, in which case Buyer covenants and agrees not to use or disclose
257 Seller's NPI to any third parties unless required to do so by subpoena or court order.
258 *Seller's and Buyer's Agents are not experts in FIRPTA and will not act as a transferor or transferee agent for purposes of the Withholding*
259 *Requirement. If FIRPTA may apply in this transaction, Seller and Buyer should promptly consult their own experts familiar with the law and*
260 *regulations. For further information, Seller and Buyer should go to: www.irs.gov.*

261 **12.3 AGRICULTURAL FOREIGN INVESTMENT ACT OF 1978 ADVISORY:** The Agricultural Foreign Investor Act of 1978 requires Sellers of agricultural
262 land who are foreign person to report the acquisition or transfer of agricultural land to the Secretary of Agriculture within 90 days of that act using Form FSA-
263 153. The failure to provide this notice could result in a penalty of up to 25% of the value of the land acquired or transferred. Foreign Clients should consult with
264 their attorney regarding this requirement.

265 **13. "AS-IS":** Except for Seller's express written agreements and written representations contained herein, and Seller's Property Disclosure, if
266 any, Buyer is purchasing the Property "AS-IS," in its present condition and with all defects apparent or not apparent.

MISCELLANEOUS ITEMS

268 **14. TOWNHOME/PLANNED COMMUNITY/HOMOWNER'S ASSOCIATION:** Is the property a townhome, in a planned community, or have a
269 Homeowner's Association? ☐ Yes ☒ No ☐ Unknown. If yes, OREF 024 Townhome/Planned Community/Homeowner's Association Addendum will
270 be attached to this Sale Agreement.

271 **15. ADDITIONAL PROVISIONS:** _____

272 _____
273 _____
274 _____
275 _____ For additional provisions, see Addendum _____

CLOSING/ESCROW

277 **16. ESCROW:** This transaction shall be Closed at Mary Ann Hughes - WFG ("Escrow"), a neutral escrow
278 located in the State of Oregon. Costs of Escrow shall be shared equally between Buyer and Seller, unless otherwise provided herein. Unless otherwise
279 provided herein, the parties agree as follows: Seller authorizes Listing Firm to order a preliminary title report and owner's title policy at Seller's expense and
280 further authorizes Escrow to pay out of the cash proceeds of sale the expense of furnishing such policy, Seller's recording fees, Seller's Closing costs and any
281 encumbrances on the Property payable by Seller on or before Closing. Buyer shall deposit with Escrow sufficient funds necessary to pay Buyer's recording
282 fees, Buyer's Closing costs, and lender's fees, if any. Real estate fees, commissions or other compensation for professional real estate services provided by

Buyer Initials [Signature] Date 11/16/2019 7:58 AM PST

Seller Initials _____ / _____ Date _____

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283 Buyer's or Seller's Agent's Firms shall be paid at Closing in accordance with the listing agreement, buyer representation agreement or other written
284 agreement for compensation.

285 17. PRORATIONS: Prorates for rents, current year's taxes, interest on assumed obligations, and other prepaid expenses attributable to the
286 Property shall be as of: (check one) ☒ the Closing Date; ☐ date Buyer is entitled to possession; or ☐ _____

287 18. EARNEST MONEY DEPOSIT(S) AND BUYER INSTRUCTIONS: When this Sale Agreement is signed and accepted by Buyer and Seller, the following
288 instructions shall apply to the handling of Buyer's earnest money deposit in the sum of \$ 5,000.00 ("the Deposit").

289 18.1 The Deposit shall be payable by wire transfer or check and deposited within 5 (three [3] if not filled in) business days (the "Deposit Deadline") as
290 follows (check all that apply):

291 ☒ Directly with Escrow;

292 ☐ Directly into Buyer's Agent's Firm's client trust account and remain there until disbursement at Closing; and/or

293 ☐ Directly into Buyer's Agent's Firm's client trust account and thereafter deposit with Escrow/Title Company prior to Closing;

294 ☐ As follows: _____

295 Caution: The Deposit, payable by whatever method selected by Buyer above, shall be placed with Escrow or Buyer's Agent's Firm's Client Trust account no
296 later than 5:00 pm on the last day of the Deposit Deadline. The failure to do so may result in a breach of the Sale Agreement under Sections 19.1 and 19.2
297 (Earnest Money Refund to Buyer and Earnest Money Payment to Seller), below.

298 18.2 If an additional Deposit ("Additional Deposit") is to be paid, it shall be handled in accordance with the above-selected instructions, or (Describe):
299 _____
300 _____

301 18.3 Once the Deposit, and Additional Deposit, if any, is/are placed with Escrow, Seller's and Buyer's Agents and Firms shall have no further responsibility
302 to Buyer or Seller regarding said funds.

303 19. EARNEST MONEY DEPOSIT INSTRUCTIONS TO ESCROW: Escrow is hereby instructed by Buyer and Seller as follows: (1) Upon your receipt
304 of a copy of this Agreement marked "rejected" by Buyer's or Seller's Agents Firm's written advice that the offer is "rejected" by Seller, you are to
305 refund all earnest money to Buyer; (2) Upon your receipt of a copy of this Agreement signed by Buyer and Seller set up an escrow account and
306 proceed with Closing in accordance with the terms of this Agreement. If you determine that the transaction cannot be Closed for any reason
307 (whether or not there is then a dispute between Buyer and Seller), you are to hold all earnest money deposits until you receive written instructions
308 from Buyer and Seller, or a final ruling from a court or arbitrator, as to disposition of such deposits.

309 19.1 EARNEST MONEY REFUND TO BUYER: If (1) Seller does not approve this Agreement; or (2) Seller signs and accepts this Agreement but
310 fails to furnish marketable title; or (3) Seller fails to complete this transaction in accordance with the material terms of this Agreement; or (4) any
311 condition which Buyer has made an express contingency in this Agreement (and has not been otherwise waived) fails through no fault of Buyer, then
312 all earnest money deposits shall be promptly refunded to Buyer. However, acceptance by Buyer of the refund shall not constitute a waiver of other
313 legal remedies available to Buyer.

314 19.2 EARNEST MONEY PAYMENT TO SELLER: If Seller signs and accepts this Agreement and title is marketable; and (1) Buyer has materially
315 misrepresented Buyer's financial status; or (2) Buyer's bank does not pay, when presented, any check given as earnest money or fails to timely
316 make a wire transfer for Buyer's earnest money; or (3) Buyer fails to complete this transaction in accordance with the material terms of this
317 Agreement, then all earnest money paid or agreed to be paid shall be paid to Seller as liquidated damages. The parties expressly agree that Seller's
318 economic and non-economic damages arising from Buyer's failure to close this transaction in accordance with the terms of this Agreement would be
319 difficult or impossible to ascertain with any certainty, and that said earnest money deposit(s) identified herein shall represent a binding liquidated
320 sum, and that it is a fair, reasonable and appropriate pre-estimate of Seller's damages, and is not a penalty. It is the intention of the parties that
321 Seller's sole remedy against Buyer for Buyer's failure to close this transaction in accordance with the material terms of this Agreement
322 shall be limited to the amount of earnest money paid or agreed to be paid herein. Seller's right to recover from Buyer any unpaid earnest
323 money agreed to be paid herein shall be in accordance with the provisions of the Dispute Resolution Sections below.

324 20.1 CLOSING: Closing shall occur on a date mutually agreed upon between Buyer and Seller, but in no event later than 12/20/2019 ("the Closing
325 Deadline"). The terms "Closed", "Closing" or "Closing Date" shall mean when the deed or contract is recorded and funds are available to Seller. Buyer and
326 Seller acknowledge that for Closing to occur by the Closing Deadline, it may be necessary to execute documents and deposit funds in Escrow prior to that

Buyer Initials [Signature] / [Signature] Date 11/16/2019 7:58 AM PST

Seller Initials _____ / _____ Date _____

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327 date. Caveat: Section 5 (Seller-Carried Financing) requires three (3) days prior to the Closing Deadline if Escrow is to prepare a note and a deed of trust or
 328 mortgage.

329 **20.2 THE CLOSING DISCLOSURE:** If the Property will be used, or is expected to be used, as Buyer's primary residence, and lender financing is
 330 involved, pursuant to the federal TILA-RESPA Integrated Disclosure Rules ("TRID"), Buyer and Seller will each receive a federally-required
 331 document called a "Closing Disclosure", which, among other things, summarizes each party's closing costs. TRID requires that the Closing
 332 Disclosure must be received by a residential loan borrower at least three (3) business days prior to "consummation" of the transaction, which in
 333 most cases in Oregon will be the date on which Buyer signs the loan documents. Under certain circumstances, a change to the Closing Disclosure
 334 late in the transaction could result in a delay in Closing to comply with the three business day rule. ***Such a delay beyond the Closing Deadline***
 335 ***could result in termination of the transaction unless Seller and Buyer mutually agree to extend it.***

336 **20.3 NOTICE REGARDING TITLE INSURANCE COSTS:** The manner in which TRID requires title insurance costs to be disclosed differs from the actual
 337 costs that may be charged to the parties under Oregon law. In such instances, at Closing, Escrow may issue a separate statement showing the actual costs
 338 for an owner's policy of title insurance and, where applicable, the lender's policy of title insurance. ***Seller and Buyer are encouraged to discuss this with***
 339 ***Escrow prior to Closing.***

340 **21. DEED:** Seller shall convey marketable title to the Property by statutory warranty deed (or good and sufficient personal representative's or trustee's or
 341 similar legal fiduciary's deed, where applicable) free and clear of all liens of record, except property taxes that are a lien but not yet payable, zoning
 342 ordinances, building and use restrictions, reservations in federal patents, easements of record that affect the Property, covenants, conditions and restrictions
 343 of record, and those matters accepted by Buyer pursuant to Section 7 (Title Insurance). If Buyer's title will be held in the name of more than one person see
 344 Section 30 (Offer to Purchase) regarding forms of co-ownership.

345 **22. POSSESSION:** Seller shall deliver possession of the Property to Buyer (*select one*):

346 (1) ☒ by 5:00 p.m. on Closing;

347 (2) ☐ by _____ a.m. ☐ p.m. _____ days after Closing;

348 (3) ☐ by _____ a.m. ☐ p.m. on the _____ day of _____, _____.

DEFINITIONS/INSTRUCTIONS

350 **23. DEFINITIONS/INSTRUCTIONS:** (1) All references in this Sale Agreement to "Agent" and "Firm" shall refer to Buyer's and Seller's real estate
 351 agents licensed in the State of Oregon and the respective real estate companies with which they are affiliated.

352 (2) Time is of the essence of this Agreement.

353 (3) Except as provided in Section 7 (Title Insurance), above, all written notices or documents, required or permitted under this Agreement to be
 354 delivered to Buyer or Seller may be delivered to their respective Agent with the same effect as if delivered to that Buyer or Seller. Upon opening of
 355 this transaction with the title company identified at Section 16 (Escrow), above, Buyer, Seller, and their respective Agents, where applicable, shall
 356 provide escrow with their preferred means of notification (e.g. email or text address, facsimile number, or mailing or personal delivery address, or
 357 other), which shall serve as the primary location for receipt of all notices or documents (hereinafter, "Contact Location")

358 (4) Agent(s) and Firm(s) identified in the Final Agency Acknowledgment Section above are not parties to this Agreement.

359 (5) A "business day" shall mean Monday through Friday, except recognized state and federal holidays.

360 (6) "Agreement" or "sale agreement" collectively shall be defined as this real estate sale agreement in its entirety and includes any written offer, counteroffer, or
 361 addendum in any form or language that adds to, amends or otherwise modifies this real estate sale agreement that has been signed and accepted in
 362 accordance with the requirements of item 7 herein.

363 (7) The sending of a signed acceptance of the Agreement via Electronic Transmission from one party, or their Agent, to the other party, or their
 364 Agent, shall have the same effect as Manual Delivery of the signed original. If the parties intend to use any other method for transmitting a signed
 365 offer or acceptance of the Agreement (such as regular mail, certified mail, or overnight delivery), they should so specify at Section 15 (Additional
 366 Provisions) of this Sale Agreement.

367 (8) Time calculated in days after the date Buyer and Seller have signed and accepted this Agreement shall start on the first full business day after
 368 the date they have signed and accepted it.

369 (9) This Agreement is binding upon the heirs, personal representatives, successors and assigns of Buyer and Seller. However, Buyer's rights
 370 under this Agreement or in the Property are not assignable without prior written consent of Seller.

371 (10) This Agreement may be signed in multiple legible counterparts with the same legal effect as if all parties signed the same document.

Buyer Initials ES Date 11/16/2019 7:58 AM PST

Seller Initials _____ / _____ Date _____

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(11) Unless a different time is specified in the Agreement, all deadlines for performance, however designated, that are measured in business or calendar days, shall terminate as of 5:00 p.m. on the last day of that deadline, however designated.

(12) Notice. As used in this Agreement and any document relating to this Agreement, "Notice" shall mean the providing of a true and accurate copy of the document to the other party or their Agent. Notice shall be deemed delivered as of (a) the date and time the notice is sent by email or fax, (b) the time the notice is personally delivered to either the Agent or the Agent's Office, or (c) three (3) calendar days after the date the notice is mailed.

24. APPROVED USES: THE PROPERTY DESCRIBED IN THIS INSTRUMENT MAY NOT BE WITHIN A FIRE PROTECTION DISTRICT PROTECTING STRUCTURES. THE PROPERTY IS SUBJECT TO LAND USE LAWS AND REGULATIONS THAT, IN FARM OR FOREST ZONES, MAY NOT AUTHORIZE CONSTRUCTION OR SITING OF A RESIDENCE AND THAT LIMIT LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, IN ALL ZONES. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO VERIFY THE EXISTENCE OF FIRE PROTECTION FOR STRUCTURES AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

25. IRC 1031 EXCHANGE: In the event Buyer or Seller elects to complete an IRC 1031 exchange in this transaction, the other party agrees to cooperate with them, and the accommodator, if any, in a manner necessary to complete the exchange, so long as it will not delay the Close of escrow or cause additional expense or liability to the cooperating party. Unless otherwise provided herein, this provision shall not become a contingency to the Closing of this transaction.

26. LEVY OF ADDITIONAL PROPERTY TAXES: The Property: (check one) ☐ is ☒ is not specially assessed for property taxes (e.g., farm, forest or other) in a way which may result in levy of additional taxes in the future. If it is specially assessed, Seller represents that the Property is current as to income or other conditions required to preserve its deferred tax status. If, as a result of Buyer's actions or the Closing of this transaction, the Property either is disqualified from special use assessment or loses its deferred property tax status, unless otherwise specifically provided in this Agreement, Buyer shall be responsible for and shall pay when due, any deferred and/or additional taxes and interest that may be levied against the Property and shall hold Seller completely harmless therefrom. However, if as a result of Seller's actions prior to Closing, the Property either is disqualified from its entitlement to special use assessment or loses its deferred property tax status, Buyer may, at Buyer's sole option, promptly terminate this transaction and receive a refund of all deposits paid by Buyer in anticipation of Closing; or Close this transaction and hold Seller responsible to pay into Escrow all deferred and/or additional taxes and interest that may be levied or recaptured against the Property and shall hold Buyer completely harmless therefrom. The preceding shall not be construed to limit Buyer's or Seller's available remedies or damages arising from a breach of this Section 26 (Levy of Additional Property Taxes).

DISPUTE RESOLUTION

27. FILING OF CLAIMS: All claims, controversies and disputes between Seller, Buyer, Agents, and/or Firms, relating to the enforcement or interpretation of this Sale Agreement (including those for rescission), as well as those relating to the validity or scope of the Sale Agreement, and all matters concerning the jurisdiction of the arbitrator(s) and/or Arbitration Service of Portland, to hear and decide questions of arbitrability (hereinafter collectively referred to as "Claims"), shall be exclusively resolved in accordance with the procedures set forth herein, which shall survive Closing or earlier termination of this transaction. All Claims shall be governed exclusively by Oregon law, and venue shall be placed in the county where the real property is situated. Filing a Claim for arbitration shall be treated the same as filing in court for purposes of meeting any applicable statutes of limitation or statute of ultimate repose, and for purposes of filing a *lis pendens*. BY CONSENTING TO THE PROVISIONS HEREIN, BUYER AND SELLER ACKNOWLEDGE THAT THEY ARE GIVING UP THE CONSTITUTIONAL RIGHT TO HAVE CLAIMS TRIED BY A JUDGE OR JURY IN STATE OR FEDERAL COURT, INCLUDING ALL ISSUES RELATING TO THE ARBITRABILITY OF SAID CLAIMS.

28. EXCLUSIONS: The following shall not constitute Claims: (1) Any proceeding to enforce or interpret a mortgage, trust deed, land sale contract or recorded construction lien; (2) A forcible entry and detainer action (eviction); (3) If the matter is exclusively between REALTORS® and is otherwise required to be resolved under the Professional Standards Ethics and Arbitration provisions of the National Association of REALTORS®; (4) If the matter relates to a commission or fee with an Agent or Firm, and the written listing, service or fee agreement with Buyer or Seller contains a mandatory mediation and/or arbitration provision; and (5) Filing in court for the issuance of provisional process described under the Oregon Rules of Civil Procedure, provided, however, such filing shall not constitute a waiver of the right or duty to utilize the dispute resolution procedures described herein for the adjudication of any Claims.

29.1 SMALL CLAIMS BETWEEN BUYER AND SELLER: All Claims between Buyer and Seller that are within the jurisdiction of the Small Claims Court of the county in which the property is located, shall be brought and decided there, in lieu of mediation, arbitration or litigation in any other

Buyer Initials EB Date 11/16/2019 7:58 AM PST

Seller Initials _____ / _____ Date _____

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forum. Notwithstanding ORS 46.455(3), neither Buyer nor Seller shall have a right to request a jury trial and so remove the matter from the Small Claims Department of the Circuit Court. A judgment in Small Claims Court is final and binding and there is no right of appeal.

29.2 MEDIATION AND ARBITRATION BETWEEN BUYER AND SELLER: If Buyer and/or Seller's Agent is a member of the National Association of REALTORS®, all Claims shall be submitted to mediation as offered by the local Realtor® Association, if available. If mediation is not available through the Agent's Realtor® organization, then all Claims shall be submitted to mediation through the program administered by Arbitration Service of Portland ("ASP"). All Claims that have not been resolved by mediation as described herein shall be submitted to final and binding arbitration in accordance the then-existing rules of ASP. The prevailing party in any arbitration between Buyer and Seller shall be entitled to recovery of all reasonable attorney fees, filing fees, costs, disbursements, and mediator and arbitrator fees. Provided, however, a prevailing party shall not be entitled to any award of attorney fees unless it is first established to the satisfaction of the arbitrator(s) (or judge, if applicable) that the prevailing party offered or agreed in writing to participate in mediation prior to, or promptly upon, the filing for arbitration.

29.3 MEDIATION AND ARBITRATION INVOLVING AGENTS/FIRMS: All Claims that include Agents or their Firms shall be resolved in accordance with the mediation and arbitration process described in Section 29.2 (Mediation and Arbitration Between Buyer and Seller) above, and if applicable, the prevailing party shall be entitled to an award of attorney fees, filing fees, cost, disbursements, and mediator and arbitrator fees, as provided therein.

SIGNATURE INSTRUCTIONS

30. OFFER TO PURCHASE: Buyer offers to purchase the Property upon the terms and conditions set forth in this Agreement. Buyer acknowledges receipt of a completely filled in copy of this Agreement, which Buyer has fully read and understands. Buyer acknowledges that Buyer has not relied upon any oral or written statements, made by Seller or any Agents that are not expressly contained in this Agreement. Neither Seller nor any Agent(s) warrant the square footage of any structure or the size of any land being purchased. If square footage or land size is a material consideration, all structures and land should be measured by Buyer prior to signing, or should be made an express contingency in this Agreement.

Deed or contract shall be prepared in the name of Scott and Elisa Jenkins Trust

Co-Ownership Note: Buyer should secure advice from an expert or attorney regarding different forms of co-ownership and rights of survivorship. Agents are not qualified to provide advice on these issues. Once the form of ownership is determined, Buyer should promptly notify Escrow.

This offer shall automatically expire on (insert date) November 25, 2019 at 5:00 ☐ a.m. ☒ p.m., (the "Offer Deadline"), if not accepted by that time. Buyer may withdraw this offer before the Offer Deadline any time prior to Seller's transmission of signed acceptance. This offer may be accepted by Seller only in writing.

Buyer  Date 11/16/2019 | 7:58 AM PST a.m. p.m. ←

Buyer  Date 11/15/2019 | 2:13 PM MST a.m. p.m. ←

Address _____ Zip _____

Phone #1 _____ Phone #2 _____ E-mail _____

This offer was delivered/transmitted to Seller for signature on (insert date) _____ at _____ a.m. p.m.,
By _____ (Agent(s) presenting offer).

31. AGREEMENT TO SELL / ACKNOWLEDGEMENTS / DISPOSITION OF EARNEST MONEY: Seller accepts Buyer's offer. Seller acknowledges receipt of a completely filled-in copy of this Agreement, which Seller has fully read and understands. Seller acknowledges that Seller has not relied upon any oral or written statements of Buyer or of any Agent(s) that are not expressly contained in this Agreement.

Seller Chehalem Park & Recreation District Inc Date _____ a.m. p.m. ←

Seller _____ Date _____ a.m. p.m. ←

Address _____ Zip _____

Phone #1 _____ Phone #2 _____ E-mail _____

Note: If delivery/transmission occurs after the Offer Deadline identified at Section 30 (Offer to Purchase), above, it will not become binding upon Seller and Buyer unless the parties agree to extend said Deadline by an Addendum, Counteroffer, or other writing, jointly signed by the parties. The parties' failure to do so shall be treated as a rejection under Section 32 (Seller's Rejection), below, and this transaction shall be automatically terminated.

Buyer Initials   Date 11/16/2019 | 7:58 AM PST

Seller Initials _____ / _____ Date _____

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465 32. SELLER'S REJECTION/COUNTER OFFER (select only one): ☐ Seller does not accept the above offer, but makes the attached counter offer;
 466 ☐ Seller rejects Buyer's offer.

467 Seller _____ Date _____, _____ a.m. ____ p.m. ←
 Chehalem Park & Recreation District Inc

468 Seller _____ Date _____, _____ a.m. ____ p.m. ←

469 Address _____ Zip _____

470 Phone #1 _____ Phone #2 _____ E-mail _____

471 **NO CHANGES OR ALTERATIONS ARE PERMITTED TO ANY PORTION OF THE PRE-PRINTED FORMAT OR TEXT OF THIS FORM. ANY**
 472 **SUCH PROPOSED CHANGES OR ALTERATIONS SHOULD BE MADE ON A SEPARATE DOCUMENT. CHANGES BY BUYER'S OR**
 473 **SELLER'S AGENT TO THE TERMS OR PROVISIONS ABOVE BUYER'S SIGNATURE SHOULD ALSO BE ON A SEPARATE DOCUMENT.**

Buyer Initials  Date 11/16/2019 | 7:58 AM PST

Seller Initials _____ / _____ Date _____

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Presented by: Emily Buccola
 Cascade Sothebys International Realty
Phone: 971-236-2424 **E-mail:** emily.buccola@cascadesir.com
LOTS AND LAND **Status:** SLD **11/22/2019** **11:04:28 AM**
ML#: 18323156 **Area:** 156 **List Price:** \$225,000
Address: 0 NE Niederberger RD **Unit/Lot #:**
City: Dundee **Zip:** 97115
Additional Parcels: N/
Zoning: EF20 **Tax ID:** 83965
County: Yamhill
Subdivision:
Manufs Okay: N **CC&Rs:**
Elem: Dundee **Middle:** Chehalem Valley
High: Newberg **Prop Type:** FRM/FOR
Legal: POTENTIAL ADDITIONAL TAX LIABILITY 4.30 ACRES IN SEC 34
 T3S R3W
Open house: N
Supplements: 1
VTour #1

GENERAL INFORMATION

Lot Size: 3-4.99AC	Acres: 4.3	Lot Dimensions: 187308 sq ft
Waterfront: N /	Body Water:	Availability: SALE #Lots: 1
Perc Test: N /	RdFrntg: Y	Rd Surfc: PAVEDSRF
Seller Disc: DSCLOSUR	View: TERRITR, TREEWOOD	Soil Type/Class: Woodburn silt loam
Lot Desc: CLEARED, TREES		Present Use: AGRICURL, FARM
Topography: LEVEL		
Soil Cond: NATIVE		

IMPROVEMENTS

Utilities: POW-AVL, WELL
Existing Structures: Y /

REMARKS

XSt/Dir: From 99W, head west on Niederberg Rd. Continue pass NE Warren Rd. Property straight ahead at Rd bend
Public: Idyllic, countryside setting yet close to town & commuter routes! Bring your vision of hobby farming, Christmas tree production, orchards or greenhouses. Mostly level lot offers potential site for barn or shop. Well already in place w/estimated flow rate of 5-15 GPM. Not currently buildable, though great investment potential located approximately 1 mile outside current city limits. Buyer to do own due diligence regarding intended use.

FINANCIAL

PTax/Yr: \$37.43, 2017	Short Sale: N	Bank Owned/REO: N
HOA: N Dues:	Other Dues:	
HOA Incl:		
Terms Considered: CASH		
List Date: 11/12/2018		

COMPARABLE INFORMATION

Pend: 1/1/2019	DOM: 50	Sold: 1/22/2019	Terms: CASH	O/Price: \$225,000	Sold: \$204,000
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 SQUARE FOOTAGE IS APPROXIMATE & MAY INCLUDE BOTH FINISHED & UNFINISHED AREAS - CONSULT BROKER FOR INFO.
 SCHOOL AVAILABILITY SUBJECT TO CHANGE.



Presented by: Emily Buccola
 Cascade Sothebys International Realty
 Phone: 971-236-2424 E-mail: emily.buccola@cascadesir.com
LOTS AND LAND Status: SLD 11/22/2019 11:04:28 AM
 ML#: 18394670 Area: 156 List Price: \$285,000
 Address: N Scott ST Unit/Lot #: 97111
 City: Carlton
 Additional Parcels: /
 Zoning: AG hold
 County: Yamhill Tax ID: 496207
 Subdivision:
 Manufhs Okay: CC&Rs:
 Elem: Yamhill Middle:
 High: Yamhill-Carlton Prop Type: FRM/FOR
 Legal: 5.00 ACRES IN SEC 21 T3S R4W 5 AC SEC 21 T3S R4W
 Open house: N
 # Supplements: 1

Lot Size: 5-6.99AC
 Waterfront: /
 Perc Test: /
 Seller Disc: DSCLOSUR
 Lot Desc: BRUSH, CLEARED, TREES
 Topography: GEN-SLP, LEVEL
 Soil Cond: NATIVE

Acres: 5
 Body Water:
 RdFrtg: Y
 View: VALLEY

GENERAL INFORMATION

Lot Dimensions:
 Availability: SALE #Lots: 1
 Rd Surf: GRAVSRF

Soil Type/Class:

Present Use: RAWLAND

Utilities: OTHER
 Existing Structures: Y / NO-VALU

IMPROVEMENTS

REMARKS

XSt/Dir: From Yamhill St (Hwy 47) W onto Johnson then N onto Scott, property on the left.
Public: Beautiful 5ac buildable parcel overlooking old Carlton Lake. End of quiet street w/view of Coast Mtns, farm land & winery. Great investment opportunity to build a home/other now and/or hold for future subdivision. Great location for winery/tasting room. Buyer to do own investigation on divisibility and buildability.

FINANCIAL

PTax/Yr: \$1,800.07, 2017 Short Sale: N Bank Owned/REO: N
 HOA: N Dues: Other Dues:
 HOA Incl:
 Terms Considered: CASH, CONV, OTHER
 List Date 11/10/2018

COMPARABLE INFORMATION

Pend: 4/5/2019 DOM: 146 Sold: 6/25/2019 Terms: CASH O/Price: \$285,000 Sold: \$265,000

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 SQUARE FOOTAGE IS APPROXIMATE & MAY INCLUDE BOTH FINISHED & UNFINISHED AREAS - CONSULT BROKER FOR INFO.
 SCHOOL AVAILABILITY SUBJECT TO CHANGE.



Presented by: Emily Buccola
 Cascade Sothebys International Realty
Phone: 971-236-2424 **E-mail:** emily.buccola@cascadesir.com
LOTS AND LAND **Status:** ACT **11/22/2019** **11:04:28 AM**
ML#: 18413755 **Area:** 156 **List Price:** \$239,500
Address: 0 McLoughlin DR **Unit/Lot #:**
City: Yamhill **Zip:** 97148
Additional Parcels: /
Zoning: EF-20
County: Yamhill **Tax ID:** 13489
Subdivision: COVE ORCHARD
Manufhs Okay: **CC&Rs:**
Elem: Yamhill-Carlton **Middle:**
High: Yamhill-Carlton **Prop Type:** FRM/FOR
Legal: POTENTIAL ADDITIONAL TAX LIABILITY LOT 130 GRAHAMS, F.C.
 COVE ORCHARD = 5.46 ACRES
Open house: N
Supplements: 1
VTour #1

GENERAL INFORMATION

Lot Size: 5-6.99AC	Acres: 5.46	Lot Dimensions:	
Waterfront: /	Body Water:	Availability: SALE	#Lots: 1
Perc Test: /	RdFrntg:	Rd Surf:	
Seller Disc:	View: TREEWOOD, VALLEY	Soil Type/Class:	
Lot Desc: PRIVATE, RPROTIM, TREES		Present Use: RAWLAND	
Topography: GEN-SLP			
Soil Cond: NATIVE			

IMPROVEMENTS

Utilities: NONE
Existing Structures: N / NONE

REMARKS

XSt/Dir: From Highway 47, W onto McLoughlin, parcel is at top of hill opposite (North) of house n. 4887
Public: Build your dream home or hobby farm in Yamhill, on this south facing hilltop lot with views, and/or plant a vineyard on its Willakenzie silty clay loam soil (350-400 ft above sea level). Property is a short drive on gravel from Highway 47. Buyer to do own due diligence on buildability and utilities.

FINANCIAL

PTax/Yr: \$1,063.28, 2017	Short Sale: N	Bank Owned/REO: N
HOA: N Dues:	Other Dues:	
HOA Incl:		
Terms Considered: CASH, CONV, OTHER		
List Date: 11/30/2018		

COMPARABLE INFORMATION


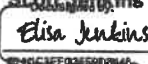
O/Price: \$285,000

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 SQUARE FOOTAGE IS APPROXIMATE & MAY INCLUDE BOTH FINISHED & UNFINISHED AREAS - CONSULT BROKER FOR INFO.
 SCHOOL AVAILABILITY SUBJECT TO CHANGE.



Sale Agreement # **JENKINS**
Addendum # **Offer Expiration Extension**

ADDENDUM TO REAL ESTATE SALE AGREEMENT

- 1 This is an Addendum to: ☒ Real Estate Sale Agreement ☐ Seller's Counter Offer ☐ Buyer's Counter Offer ☐ Other _____
- 2 Buyer: **Scott Jenkins, Elisa Jenkins**
- 3 Seller: **Chehalem Park & Recreation District Inc**
- 4 The real property described as: **Township 03S/Range 03W/Section 25, Tax Lot 02901 Dundee, OR 97115**
- 5 **SELLER AND BUYER HEREBY AGREE THE FOLLOWING SHALL BE A PART OF THE REAL ESTATE SALE AGREEMENT REFERENCED ABOVE.**
- 6 **Expiration of the offer extended to 5:00 pm on December 10th, 2019**
- 7 _____
- 8 _____
- 9 _____
- 10 _____
- 11 _____
- 12 _____
- 13 _____
- 14 _____
- 15 _____
- 16 _____
- 17 _____
- 18 _____
- 19 _____
- 20 _____
- 21 _____
- 22 _____
- 23 _____
- 24 _____
- 25 _____
- 26 _____
- 27 _____
- 28 _____
- 29 Buyer Signature  Date **11/21/2019** | **6:40 PM PST** a.m. ____ p.m. ←
- 30 Buyer Signature  Date **11/21/2019** | **2:35 PM MST** a.m. ____ p.m. ←
- 31 Seller Signature _____ Date _____, _____ a.m. ____ p.m. ←
Chehalem Park & Recreation District Inc
- 32 Seller Signature _____ Date _____, _____ a.m. ____ p.m. ←
- 33 Buyer's Agent **Kimberly Rose, Emily Buccola** Seller's Agent **Self-represented**

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LINES WITH THIS SYMBOL ← REQUIRE A SIGNATURE AND DATE

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OREF 002

SUMMARY OF SALIENT FACTS AND CONCLUSIONS

LOCATION: NNA – Approximately 1/3 Mile East of SE Boysen Lane
Dundee, Oregon 97115

PROPERTY TYPE: Currently Predominately Agricultural

OWNERSHIP: Chehalem Park & Recreation District, Inc.

TOTAL LAND AREA: Approximately 4.90 acres (213,444 square feet)
Source - Metroscan data.

PARCEL NUMBER: 0175377 – Yamhill County

MAP NUMBER: Thomas Guide # 742 J/3

SUBJECT ZONING: A (Agricultural Zone – 20 Acre Minimum for Development).
See attached zoning addendum for additional details.

HIGHEST AND BEST USE: Current agricultural related use.

FLOOD HAZARD: According to flood map panel numbers 410253-0001-B,
dated March 1st, 1982, the subject property is located within
Zone C. (No flood zone hazard). See the addendum of this
report for a copy of this flood zone map.

GENERAL COMMENTS: The subject site is located approximately 1/3 mile east
of SE Boysen Lane and approximately 1/3 mile west of
the Willamette River, within the city limits of Dundee,
Oregon. The subject site is also approximately ¼ mile
southeast of Highway 99W. Highway 99W is a major,
heavily traveled two-lane asphalt roadway. No buildings
or on-site improvements noted having significant market
value.

INDICATED VALUES:

COST APPROACH: Not Applicable

INCOME APPROACH: Not Applicable

**SALES COMPARISON
APPROACH:** \$ 390,000

FINAL VALUE ESTIMATE: \$ 390,000

ESTIMATED MARKETING TIME: Three months to over one year.

DATE OF VALUATION: March 25th, 2009

DATE OF INSPECTION: March 25th, 2009

FILE NAME: Edwards / 4.90 Acre Parcel / 3-2009

Don Clements

From: Wade Willers <wade@thewgrouploans.com>
Sent: Wednesday, September 25, 2019 10:50 AM
To: Don Clements
Subject: 1109 S River St 45 Units Parks Fee abatement to OC and beyond
Importance: High

Thank you for taking my call.. Below are the two items we discussed on the phone regarding the Parks and Recs SDC Fees on my project The Flats @ Rogers Landing 1109 S River.

1. CPRD agrees to not collect SDC fees until we are ready for occupancy cert
2. You will request the board to approve a payment of said SDCs over time to allow project to stabilize and self support paying the Parks SDCs. A 36th month plan would be ideal. From our discussion you will bring it up to the board this Thursday and I understand that a final decision may be delayed until Octobers meeting the 4th Thursday of the month.

Please confirm receipt and I very much appreciate this flexibility and willingness to help with the cash flow of the project-

Wade Willers
President

503.819.9244v.
503.296.2980f.



RHW Enterprises Inc.
Developing Building Financing

SDC RESOLUTION 12-01-19

The Chehalem Park and Recreation District (CPRD) adopted a System Development Charge and corresponding methodology by resolution in July 1992 known as “SDC Resolution”; it was amended in May 2007 and updated in July 2017.

In consultation with FCS Group, the proposed 4.79% increase of SDCs is tied to the appropriate regional Engineering News Record (ENR) annual calculation

The Superintendent will notify each government on the proposed increase.

Be it resolved:

1. Effective July 1, 2020, CPRD shall approve the SDC rates as follows:

<u>Type of Dwelling Unit</u>	<u>SDC Per Dwelling Unit</u>
Single Family	\$ 7,705
Multi Family	\$ 6,785
Mobil Home	\$ 5,296

Adopted by the Chehalem Park and Recreation District Board of Directors on December 05, 2019.

President of the Board

Secretary of the Board

November 14, 2019

County of Yamhill

535 N.E. 5th Street

McMinnville, Oregon 97128

Re: System Development Charges (SDCs)

To Whom It May Concern:

This is to advise you that Chehalem Park and Recreation District System Development Charges will be increasing as of July 1, 2020. The increase will be as follows:

- Single Family -- \$7,705.00
- Multi Family -- \$6,785.00
- Mobile Home -- \$5,296.00

If you have any questions concerning this matter, please contact me at (503) 537-4165.

Sincerely,

W. Don Clements,
Superintendent

November 14, 2019

City of Dundee

P.O. Box 220

620 SW 5th Street

Dundee, Oregon 97115

Re: System Development Charges (SDCs)

To Whom It May Concern:

This is to advise you that Chehalem Park and Recreation District System Development Charges will be increasing as of July 1, 2020. The increase will be as follows:

- Single Family -- \$7,705.00
- Multi Family -- \$6,785.00
- Mobile Home -- \$5,296.00

If you have any questions concerning this matter, please contact me at (503) 537-4165.

Sincerely,

W. Don Clements,
Superintendent

November 14, 2019

City of Newberg

P.O. Box 970

414 E. First Street

Newberg, Oregon 97132

Re: System Development Charges (SDCs)

To Whom It May Concern:

This is to advise you that Chehalem Park and Recreation District System Development Charges will be increasing as of July 1, 2020. The increase will be as follows:

- Single Family -- \$7,705.00
- Multi Family -- \$6,785.00
- Mobile Home -- \$5,296.00

If you have any questions concerning this matter, please contact me at (503) 537-4165.

Sincerely,

W. Don Clements,
Superintendent

Social Security

Cost-Of-Living Adjustments

Automatic Determinations COLA determination SSI payment rates increase with COLA

Since 1975, Social Security general benefit increases have been cost-of-living adjustments or COLAs. The 1975-82 COLAs were effective with Social Security benefits payable for June in each of those years; thereafter COLAs have been effective with benefits payable for December.

Prior to 1975, Social Security benefit increases were set by legislation.

Social Security Cost-Of-Living Adjustments

Year	COLA	Year	COLA	Year	COLA
1975	8.0	1995	2.6	2015	0.0
1976	6.4	1996	2.9	2016	0.3
1977	5.9	1997	2.1	2017	2.0
1978	6.5	1998	1.3	2018	2.8
1979	9.9	1999 ^a	2.5	2019	1.6
1980	14.3	2000	3.5		
1981	11.2	2001	2.6		
1982	7.4	2002	1.4		
1983	3.5	2003	2.1		
1984	3.5	2004	2.7		
1985	3.1	2005	4.1		
1986	1.3	2006	3.3		
1987	4.2	2007	2.3		
1988	4.0	2008	5.8		
1989	4.7	2009	0.0		
1990	5.4	2010	0.0		
1991	3.7	2011	3.6		

1992	3.0	2012	1.7
1993	2.6	2013	1.5
1994	2.8	2014	1.7

^a The COLA for December 1999 was originally determined as 2.4 percent based on CPIs published by the Bureau of Labor Statistics. Pursuant to Public Law 106-554, however, this COLA is effectively now 2.5 percent.

The first COLA, for June 1975, was based on the increase in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) from the second quarter of 1974 to the first quarter of 1975. The 1976-83 COLAs were based on increases in the CPI-W from the first quarter of the prior year to the corresponding quarter of the current year in which the COLA became effective. After 1983, COLAs have been based on increases in the CPI-W from the third quarter of the prior year to the corresponding quarter of the current year in which the COLA became effective.

SSI COLAs

COLAs for the Supplemental Security Income (SSI) program are generally the same as those for the Social Security program. However, COLAs for SSI have generally been effective for the month following the effective month of Social Security benefit increases. See SSI historical payment standards for more detail.

ALL ITEMS (1982-84=100)	U.S. City Average											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2012	3.1	3.1	2.9	2.4	1.6	1.6	1.3	1.7	2.0	2.2	1.7	1.7
2013	1.5	1.9	1.3	0.9	1.2	1.8	2.0	1.5	1.0	0.8	1.1	1.5
2014	1.6	1.0	1.4	2.0	2.1	2.0	1.9	1.6	1.6	1.5	1.1	0.3
2015	-0.8	-0.6	-0.6	-0.8	-0.6	-0.4	-0.3	-0.3	-0.6	-0.4	0.1	0.4
2016	1.2	0.7	0.5	0.8	0.7	0.6	0.4	0.7	1.2	1.4	1.5	2.0
2017	2.5	2.8	2.3	2.1	1.8	1.5	1.6	1.9	2.3	2.1	2.3	2.2
2018	2.1	2.3	2.4	2.6	3.0	3.1	3.2	2.9	2.3	2.7	2.2	1.8
2019	1.3	1.3	1.8	1.9	1.7	1.4	1.7	1.5	1.5	1.6		

Parks Activity Report, September/October 2019

Aquatic and Fitness Center

CPRD is still working with Triplett Wellman and Proctor Sales (Aermec Units) trying to resolve some ongoing issues such as HVAC alarms from the ASHP's. Final Commissioning of the HVAC system has been delayed at this time, but another meeting has been scheduled for December 20. Heat exchanger for the competition pool has some blockage and needs to be serviced. Working on that.

Cultural Center

Boiler circulating pump failed Wednesday November 27. Worn wear rings. Parts ordered, heat is off in the building. We will be putting the boiler and other pumps on a scheduled service interval. Elevator repaired. A projector screen will be replaced this month. The Christmas tree installation in front of the Cultural Center completed and lighting Dec. 7.

Friends Park

Mainlines & Valves are installed for the Irrigation system. We still need to install laterals and sprinklers. Pathways, basketball court paving has been completed. We seeded a cover crop of annual Ryegrass onto the Park to prevent erosion this winter. Playground and finish work will be finished as soon as weather permits next year. Since the Rain in September Friends Park seems to drain really well. We have kept the community updated through Social Media, emails and had a community meeting September 4.

School Playground requests

CPRD continues meetings with a group at Edwards Elementary School that include Parents, Teachers, School District employees. The Playground equipment is ordered and will be installed over the break in December. Park District and School District will be working together on the removal and preparation for the installation of the new equipment.

Trails

We have had preliminary meetings with Agrimus planning and design for both the Campground feasibility study as well as the proposed bypass corridor pathway. Land surveys have been requested for the Bypass trail in the Friends Park/Hess Creek area by Agrimus. A Survey has been done on the 2.83 acre parcel on the Westrock Property that Don has been in discussion for donation and a Survey has been requested on the Lindquist Property in Dundee to be done soon. We removed the filbert trees from the Sander property in August and had them ground October 8-9 and seeded to prevent erosion this winter. We are continuing to work with the County on the acquisition of the landfill property. Hahn and Associates completed a Phase 1 Environmental Site Assessment Survey. Don will attach in Correspondence.

Parks

We have aerated and sanded all the Ball fields for football/soccer/baseball Fields. The Parks crew has also been busy installing the irrigation system at Friends Park. We continue to work in the parks removing leaves, spraying, stump grinding, pruning and removing hazardous trees. We have ongoing maintenance mowing of trails and undeveloped Park properties. We have been cleaning gutters etc.. on district buildings in preparation for the winter season.

Chehalem Glenn

Fred Wilken had been hired as the new Maintenance Director at Chehalem Glenn Golf Course. He started on October 11, 2019. Fred and I came to a mutual agreement on October 28, 2019 that he was not the right employee for the golf course maintenance Director at Chehalem Glenn Golf Course. I have reopened the Position and have interviewed 1 and will be interviewing 2 more applicants for the Position soon. We have completed aeration at the golf course.

We continue to work with John Stiedel on the 3rd Nine Design for the course (Greens, Tees, Bunker complexes, Grading Plan complete). He is now working on the Landscape Plan.

Parks Summary

Month of: October/November

Park Name	Hours worked
Armory	24.00
Billick/Dundee	14.00
CAFC	206.00
Cultural Center	52.00
Chehalem Valley M.S	14.00
College	2.00
Community Center	8.50
Crabtree	25.50
Crater Ballfields	47.50
Dundee Park	3.00
Dundee River Park	0.00
Elliott Road	11.50
Ewing Young	16.00
Falcon Crest Park	2.50
Fortune Park	8.50
Friends Park	196.00
Tom Gail Park	4.00
Gladys Park	4.00
Chehalem Glenn G.C.	2.00
Herbert Hoover Park	50.25
Jaquith Park	25.50
Jaquith Ball Fields	43.50
Memorial/Scout House	2.00
Mountainview	1.00
Oak Knoll Park	1.00
Oaks Park	1.00
Other District Land	6.00
Pre-School	16.00
Pride Gas	2.00
Renne Fields	2.00
Riley Park	40.50
Rotary Park	5.25
Sander Park	12.00
Schaad Park	1.00
Scott Leavitt Park	4.00
Senior Center	41.00
Spring Meadow	1.50
Waste Mngt	3.25
vacation/holiday/sick/comp	6.50
Wilsonville Property	36.50
Youth Building	8.50
<u>Total</u>	951.25

Activity Financial Report - Oct 2019		Department - Aquatics 451					
REVENUE	Oct '18/19	Oct '19/20	Yr to Date '19	Yr to Date '20	Year End 17/18	Year End 18/19	Est June 19/20
Aquatics - 451:							
451.003 Youth Fitness							
451.004 Gray & Golden		\$136.00		\$676.00	\$204.00	\$124.00	
451.007/291 Water Exercise		\$148.00		\$2,108.50	\$4,107.25	\$7,766.50	\$11,866.00
451.008 Weight Training		\$3,446.00		\$8,253.00	\$21,696.75	\$13,641.00	\$23,745.00
451.011 Private Swim Lessons		\$4,764.00		\$20,337.00	\$35,134.75	\$61,166.69	\$43,900.00
451.012 Optum Fitness Advantage*		\$1,424.00		\$5,384.00	\$660.00	\$5,585.00	\$8,200.00
451.013 Water Safety		\$150.00		\$893.35	\$5,068.00	\$2,789.82	\$6,000.00
451.014 SilverSneakers - Tivify*		\$359.50		\$1,497.00	\$3,036.50	\$1,842.50	\$8,200.00
451.015 Silver&Fit - ASH*		\$5,654.00		\$20,401.00	\$21,049.55	\$22,578.00	\$8,200.00
451.016 Water Polo		\$523.00		\$11,050.50	\$20,736.64	\$21,433.46	\$10,000.00
451.017 GFU		\$7,500.00		\$7,556.25	\$10,000.00	\$39,484.00	\$36,775.00
451.018 Newberg High School						\$81.00	
451.019 School Districts					\$5,510.00	\$4,301.00	\$5,225.00
451.020 Locker Income							
451.021 Locker Rental							
451.023 Pool Rental		\$62.50		\$4,296.00	\$1,427.50	\$33.00	
451.024 Classroom Rental		\$546.00		\$2,071.01	\$13,922.76	\$20,347.70	\$15,300.00
451.025 Sauna/Spa		\$531.10		\$1,839.10	\$3,440.50	\$12,301.00	\$4,800.00
451.026 Special Events					\$5,109.70	\$6,412.90	
451.027 Repasses						\$80.00	\$1,500.00
451.061 Vending						\$150.00	
451.200 Aquatics Misc					\$2,459.36	\$1,140.48	\$2,420.00
451.280/293 Sales					\$25.00	\$200.00	
451.281 CST/CVA		\$389.00		\$3,629.50	\$6,174.76	\$7,065.00	\$10,000.00
451.282 Swim Lessons		\$7,984.36		\$46,479.55	\$12,544.50	\$15,430.00	\$18,000.00
451.283 Lap Swim		\$1,343.00		\$6,754.25	\$126,291.39	\$151,807.90	\$154,515.00
451.284 Public Swim		\$6,004.00		\$51,824.50	\$8,937.45	\$16,778.42	\$9,145.00
451.285 Equipment Rental					\$46,059.22	\$151,618.64	\$96,125.00
451.286 Membership Sales					\$889.00		
451.287 Weight Room		\$28,149.79		\$106,637.86	\$109,348.50	\$231,824.64	\$192,076.00
451.289 Punch Cards - General		\$1,494.00		\$5,156.00	\$8,186.48	\$7,481.00	\$10,500.00
451.290 Gift Certificates		\$1,951.50		\$9,866.50	\$11,324.00	\$29,174.90	\$12,425.00
451.292 Scholarship (Swim Lessons)							
451.294 SUP Yoga							
451.296 Pato Rental		\$225.00		\$1,620.00	\$1,095.00		
451.293/425 Basketball Court		\$1,298.00		\$1,946.75	\$550.00	\$640.00	
451.285/426 Pickleball Court		\$875.00		\$3,298.75		\$3,868.30	
451.021/427 Volleyball Court		\$151.50		\$305.00		\$485.50	
451.428 SkyTrack		\$51.00		\$167.00		\$214.00	
				\$6.50		\$14.00	
TOTAL AQUATIC REVENUE	\$0.00	\$74,860.25	\$0.00	\$324,054.87	\$484,784.56	\$837,860.35	\$688,916.00

Activity Financial Report - Oct 2019

Department - Aquatics 451

Department - Aquatics 451								
EXPENDITURES	Oct '18/19	Oct '19/20	Yr to Date '19	Yr to Date '20	Year End 17/18	Year End 18/19	Est June 19/20	
Aquatics - 451:								
Personnel Services								
Aquatic Supervisor	\$1,434.12	\$1,502.60	\$5,736.48	\$5,976.16	\$3,585.30	\$17,209.44	\$18,029.00	
Secretary I	\$1,488.86	\$1,957.50	\$6,116.04	\$7,217.83	\$14,093.85	\$18,760.83	\$23,400.00	
Secretary II	\$2,420.88	\$2,662.91	\$9,889.69	\$10,340.44	\$28,365.87	\$30,126.77	\$31,463.00	
Aquatic Coordinator	\$3,513.60	\$3,688.68	\$13,989.43	\$14,317.04	\$40,500.98	\$42,098.37	\$44,272.00	
Aquatics Specialist	\$2,887.87	\$3,031.72	\$11,407.55	\$11,911.10	\$3,920.10	\$34,510.41	\$36,423.00	
Guards	\$14,157.14	\$12,601.09	\$76,585.38	\$72,435.37	\$80,079.31	\$181,090.90	\$215,616.94	
Cashiers	\$3,493.76	\$6,280.32	\$17,189.82	\$26,418.80	\$39,227.41	\$57,179.60	\$80,888.00	
Instructors	\$3,055.32	\$4,393.47	\$23,908.67	\$25,385.97	\$41,042.78	\$58,787.83	\$49,025.00	
Coaches		\$75.94	\$292.56	\$137.82	\$5,641.23	\$1,143.07	\$3,456.00	
Group Fitness Instructors		\$1,275.62		\$3,541.53		\$1,143.07	\$3,456.00	
Personal Trainer		\$50.00		\$50.00		\$503.63	\$3,375.00	
FC Monitor		\$29.27		\$45.57			\$7,224.00	
Total Personnel Services	\$32,451.55	\$37,549.12	\$165,115.62	\$177,777.63	\$256,456.83	\$441,410.85	\$544,783.00	
Materials & Services:								
Office Supplies	\$60.68	\$277.27	\$936.04	\$1,233.62	\$3,221.11	\$4,229.19	\$5,510.00	
Postage Supplies	\$5.00	\$14.30	\$24.22	\$40.70	\$1,019.15	\$278.84	\$4,450.00	
Program Supplies	\$273.25	\$463.44	\$1,958.03	\$1,838.17	\$7,282.11	\$11,688.40	\$15,000.00	
Chemical & Agricultural Supplies	\$2,795.23	\$2,116.38	\$10,151.34	\$9,343.49	\$15,707.09	\$28,883.48	\$29,900.00	
Store Supplies	\$34.07	\$771.49	\$2,550.87	\$2,196.15	\$1,769.71	\$6,572.47	\$7,500.00	
Gas & Oil Supplies								
Classifieds		\$19.08		\$67.25	\$769.54	\$24.91	\$625.00	
Brochure								
Flyers	\$66.88	\$256.07	\$438.98	\$498.09	\$733.43	\$386.09	\$1,450.00	
Professional Dues	\$70.95	\$51.65	\$937.72	\$1,161.36	\$1,437.74	\$1,241.25	\$4,850.00	
Conference/Workshops			\$54.00	\$540.00	\$1,772.00	\$4,289.68	\$3,810.00	
Staff Mileage		\$109.74		\$109.74	\$1,101.95	\$1,178.67	\$1,200.00	
Staff Expenses	\$31.70	\$23.37	\$52.63	\$46.02	\$180.23	\$176.75	\$350.00	
Utilities:					\$520.71	\$1,114.86	\$1,000.00	
Electricity		\$23,335.51	\$13,089.62	\$66,029.09	\$66,446.12	\$245,129.42	\$62,920.00	
Natural Gas	\$2,328.24	\$2,320.68	\$7,212.00	\$2,320.68	\$67,856.07	\$33,649.02	\$77,055.00	
Water/Sewer	\$2,702.96	\$4,824.28	\$14,506.48	\$15,863.68	\$35,804.59	\$37,750.63	\$45,375.00	
Telephone	\$279.87	\$331.89	\$939.41	\$1,302.34	\$2,896.60	\$4,156.44	\$3,780.00	
DOE Repayment								
Fees (activenet/bank/cc)	\$2,491.11	\$4,942.76	\$15,378.01	\$18,879.71	\$34,085.46	\$48,912.30	\$37,910.00	
Ground/Structure Maint Repair					\$468.77	\$2,574.40		
Prof & Contract Services								
Program Contracts 451,380,003	\$14.00	\$1,555.78	\$81.46	\$3,117.28	\$20,020.94	\$7,623.76	\$22,000.00	
Insurance Services	\$2,629.85	\$141.00	\$13,545.85	\$2,770.85	\$26,528.09	\$48,439.49	\$33,766.00	
Equipment Maint Contract								
Refunds								
Equipment Rental			\$41.00		\$108.60	\$131.00	\$450.00	
Buildings & Structures								
Total Materials & Services	\$13,783.79	\$41,554.69	\$81,897.66	\$127,348.22	\$289,754.92	\$488,406.14	\$358,901.00	
TOTAL AQUATIC EXPENDITURES	\$46,235.34	\$79,103.81	\$247,013.28	\$305,125.85	\$546,211.75	\$929,816.99	\$593,684.00	



Adult Sports

November 2019 Activity Report, Department 452

Department 452 Participation Tracking		October 2019	
Activity	Participants	Participant Hours	
Department 452 Financial Tracking		October 2019	
Supervisory Staff Expense	410		
Administrative Staff Expense	500		
Part Time Staff Expense	0		
Material Expense	495		
Total Expense	1405		
Program Revenue	630		
Net	(775)		
Cost Per Participant	00		
Cost Per Participant Hour	00		

Department 452 – Adult Sports

CPRD Adult sports will be dormant until the end of December.



Youth Sports

November 2019 Activity Report, Department 453

Department 453 Participation Tracking	October 2019	
Activity	Participants	Participant Hours
Football	200	6000
Soccer	730	8500
Volleyball	50	1500
Cross Country	20	500
Basketball camp	50	750
Total	1050	17250

Department 453 Financial Tracking	October 2019	
Supervisory Staff Expense	5095	
Administrative Staff Expense	3000	
Part Time Staff Expense	3605	
Program/Materials Expense	7015	
Total Expense	18715	
Program Revenue	26355	
Net	7640	
Cost Per Participant	7.25	
Cost Per Participant Hour	.45	

Department 453 – Youth Sports

The Fall youth sports season is at full capacity during October. We have 4 mid high teams competing all across NW Oregon. The TVYFL and flag football are occupying the high school stadium each Saturday. Our youth soccer program places over 600 players at Jaquith and Renne field on Saturday mornings.

The little big kicks soccer program is being held in conjunction with the high school girls' team this year. This fall we are also hosting a basketball skills clinic for the first time.

The NAFA softball tournaments ended in October.

The entire fall sports season ended on Oct. 26

Winter basketball is next on the agenda.

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

454 Recreation	Oct-19	Fiscal year
Supervisory Staff Expense	624.06	2,482.03
Recreation Coordinator	1,858.60	7,891.92
Part Time Staff Expense	1,722.76	5,494.26
Fringe	1,971.10	8,088.96
program Expense	666.49	9,200.16
Utilities Expense	0.00	0.00
Total Expense	6,843.01	33,157.33
Program Revenue	4,453.60	12,733.49
Rental Revenue	0.00	0.00
Net	2,389.41	20,423.53
456 Senior Center	Oct-19	Fiscal year
Recreation Coordinator	1,192.40	4,305.76
Senior Center Specialist	2,835.74	10,455.36
Part Time Staff Expense	0.00	191.25
Fringe	1,604.46	7,795.45
program Expense	1,052.03	3,244.66
Utilities Expense	2,905.79	9,843.87
Total Expense	9,590.42	35,836.35
Program Revenue	3,000.00	12,563.00
Rental Revenue	1,840.00	11,162.66
Net	4,750.42	12,110.69
457 Community School	Oct-19	Fiscal year
Supervisory Staff Expense	762.74	3,033.59
Admin Staff Expense	0.00	0.00
Part Time Staff Expense	251.00	283.00
Fringe	418.74	1,668.69
program Expense	279.78	1,791.44
Utilities Expense	0.00	52.58
Total Expense	1,712.26	6,829.30
Program Revenue	4,840.00	7,229.07
Rental Revenue	0.00	0.00
Net	-3,127.74	-399.77

Notes:

Farmers Market update:

CPRD is in discussions with the Newberg Downtown Coalition to continue our role at Farmers Market Coordinators for spring/summer 2020.

The Senior Center has been preparing for its 13th annual Fall Bazaar and Craft Fair, scheduled for Nov 9th. We reached vendor capacity (40 vendors) about 4 weeks prior to our event. We have slowly been receiving contributions of merchandise and gift cards to be used in our Silent Auction and Raffles. We had a strong year in terms of attendance. An estimated 600 guests visited the senior center during our bazaar. We saw a bunch of smiling faces from guests, volunteers, and vendors. This was a good year for the program.

Community School classes started in October. This semester we are running choir, guitar, drama, dodgeball, dance, and Lego engineering at our local grade schools. We attempted to run a Chess league for the fall/winter community school session. Unfortunately we did not have enough people register to make that a reality. We will be offering our chess program again in winter/spring. Hopefully we will see a rise in participation.

Julie Peterson and I had a meeting with Jordyn Kent regarding a series of grade school/middle school recreational sports camps that he offers in Oregon. After reviewing his proposal, we do plan to offer one of his camps in early August and see if his camp is a good fit for our community. More info on his camps can be found at <https://jordankentcamps.com/>

Respectfully Submitted by
Matthew Compton
Recreation and Care Coordinator

October 2019 Activity Report

455 Care	October 2019	Fiscal Year To Date
Supervisory Staff	624.06	2,481.83
Recreation Coordinator	915.04	3,202.64
Care Director	2,080.08	4,160.16
Care Technician	0.00	0.00
Part Time Staff Expense	22,597.46	97,563.20
Fringe	7,848.27	17,484.33
program Expense	7,646.38	27,150.79
Utilities Expense	0.00	0.00
Total Expense	41,711.29	152,362.99
Program Revenue	43,403.88	235,347.21
Rental Revenue	0.00	0.00
Net	-1,692.59	-57,718.97

474 Pre School	October 2019	Fiscal Year To Date
Supervisory Staff	0.00	0.00
Admin Staff Expense	0.00	0.00
Pre School Instructor	2,080.08	7,840.26
Fringe	1,137.36	4,279.92
program Expense	274.19	2,202.39
Utilities Expense	336.83	1,007.79
Total Expense	3,828.46	15,330.36
Program Revenue	2,150.00	11,319.00
Rental Revenue	0.00	0.00
Net	1,678.46	4,011.36

Care Registration.

Current Enrollment for the school year.

Pre-School, 20 students

Pre K at the Community Center, 15 students

Antonia Crater Care, 103 students

Edwards, 38 students

Ewing Young, 36 students

Dundee, 72 students

Mable Rush, 88 students

Joan Austin, 56 students

October is the month where our care program renews its sponsorship status in the food subsidy program called CPCFP (Child and Adult Food Program). This subsidy program offers reimbursement for food expenses at our PreK care program, provided that we offer meals that meet the Oregon Department of Education nutritional standards. Our staff receive training year round for this program but October is the month where we renew our pledge to administer the program.

During most of the Newberg School District's "non school days" our district offers all day child care to working families in our community. October was the first month this school year where we offered all day care days. We offered all day care at Antonia crater on Oct 11th, 24th, and 25th. We averaged just over 80 participants each day. Activities included Halloween parties, a trip to the pumpkin patch, and swimming at the Aquatic Center.

On November 27th we held all day care. On this date we had about 50 students attend. The most likely reason for the dip in participation is due to the Thanksgiving Holiday Break (Thanksgiving was the very next day).

Respectfully Submitted by
Matthew Compton Recreation
and Care Coordinator

October FYTD

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY18 v FY17	% Diff
Starts by Category											
Resident	2738	1944	2145	2773	1958	2914	3954	3451	4200	749	21.7%
Non Resident	11620	7704	9653	8519	6699	8005	6727	3501	3676	75	2.1%
Group	2637	3027	2331	1656	1861	1580	1030	1374	1273	-101	-7.4%
League	395	295	318	263	258	299	161	41	43	2	4.9%
Complimentary	1100	1132	1056	1225	983	1090	741	750	842	92	12.3%
Misc/Promotional	2055	5050	2395	1646	4690	4191	3507	6822	5849	-973	-14.3%
Total Starts	20545	19152	17898	16082	16449	18079	16120	16935	16064	-871	-5.1%
Revenue											
Green Fees	\$ 456,170.00	\$ 447,021.00	\$ 415,193.00	\$ 349,804.00	\$ 337,968.00	\$ 351,755.73	\$ 308,439.00	\$ 334,720.00	\$ 321,453.00	\$ (13,267.00)	-4.0%
Driving Range	\$ 42,395.00	\$ 35,139.00	\$ 35,153.00	\$ 31,028.00	\$ 27,378.00	\$ 31,611.75	\$ 27,601.00	\$ 34,072.00	\$ 30,113.00	\$ (3,959.00)	-11.6%
Rentals	\$ 162,124.00	\$ 134,199.00	\$ 130,286.00	\$ 107,665.00	\$ 105,768.00	\$ 128,779.44	\$ 121,281.00	\$ 100,464.00	\$ 90,715.00	\$ (9,749.00)	-9.7%
Golf Shop	\$ 42,530.00	\$ 40,709.00	\$ 40,935.00	\$ 36,342.00	\$ 41,906.00	\$ 27,736.47	\$ 30,839.00	\$ 37,517.00	\$ 34,587.00	\$ (2,930.00)	-7.8%
Snack Bar	\$ 113,724.00	\$ 120,915.00	\$ 89,770.00	\$ 71,140.00	\$ 70,358.00	\$ 95,277.35	\$ 84,210.00	\$ 86,394.00	\$ 73,584.00	\$ (12,810.00)	-14.8%
Instruction	\$ 11,128.00	\$ 9,878.00	\$ 9,946.00	\$ 11,718.00	\$ 2,833.00	\$ 1,549.00	\$ 3,600.00	\$ 6,013.00	\$ 3,549.00	\$ (2,464.00)	-41.0%
Miscellaneous	\$ 19,842.00	\$ 22,845.00	\$ 28,006.00	\$ (15,322.00)	\$ (11,595.00)	\$ (24,505.68)	\$ 7,017.00	\$ 6,947.00	\$ 4,705.00	\$ (2,242.00)	-32.3%
Total Revenue	\$ 847,913.00	\$ 810,706.00	\$ 749,289.00	\$ 592,375.00	\$ 574,616.00	\$ 612,204.06	\$ 582,987.00	\$ 606,127.00	\$ 558,706.00	\$ (47,421.00)	-7.8%
\$ per Start											
Green Fees \$ per Start	\$ 22.20	\$ 23.34	\$ 23.20	\$ 21.75	\$ 20.55	\$ 19.46	\$ 19.13	\$ 19.76	\$ 20.01	\$ 0.25	1.2%
Driving Range \$ per Start	\$ 2.06	\$ 1.83	\$ 1.96	\$ 1.93	\$ 1.66	\$ 1.75	\$ 1.71	\$ 2.01	\$ 1.87	\$ (0.14)	-6.8%
Rentals \$ per Start	\$ 7.89	\$ 7.01	\$ 7.28	\$ 6.69	\$ 6.43	\$ 7.12	\$ 7.52	\$ 5.93	\$ 5.65	\$ (0.29)	-4.8%
Golf Revenue \$ per Start	\$ 32.16	\$ 32.18	\$ 32.44	\$ 30.38	\$ 28.64	\$ 28.33	\$ 28.37	\$ 27.71	\$ 27.53	\$ (0.18)	-0.6%
Golf Shop	\$ 2.07	\$ 2.13	\$ 2.29	\$ 2.26	\$ 2.55	\$ 1.53	\$ 1.91	\$ 2.22	\$ 2.15	\$ (0.06)	-2.8%
Snack Bar	\$ 5.54	\$ 6.31	\$ 5.02	\$ 4.42	\$ 4.28	\$ 5.27	\$ 5.22	\$ 5.10	\$ 4.58	\$ (0.52)	-10.2%
Concession Revenue	\$ 7.61	\$ 8.44	\$ 7.30	\$ 6.68	\$ 6.82	\$ 6.80	\$ 7.14	\$ 7.32	\$ 6.73	\$ (0.58)	-8.0%
Total Revenue \$ per Start	\$ 41.27	\$ 42.33	\$ 41.86	\$ 36.83	\$ 34.93	\$ 33.86	\$ 36.17	\$ 35.79	\$ 34.78	\$ (1.01)	-2.8%
GolfNow Barter Rounds	98	168	244	416	486	736	760	811	664	-147	-18.1%

Weather was not good during normal high traffic times of late August through September. The second half of October got better but we are now heading in to slower season when it's harder to make up that revenue.

October

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	19 v 18	% Diff
Starts by Category	18	14	13	24	13	19	4	21	19	20		
Resident	455	322	339	522	294	474	412	617	570	703	133	23.3%
Non Resident	1605	875	989	1145	647	1063	495	1044	598	491	-107	-17.9%
Group	295	368	216	93	270	50	394	0	244	41	-203	-83.2%
League	81	81	44	37	51	41	43	67	0	30	30	100.0%
Complimentary	229	170	114	199	127	149	89	121	135	120	-15	-11.1%
Misc/Promotional	683	655	754	247	843	865	387	649	1227	974	-253	-20.6%
Total Starts	3348	2471	2456	2243	2232	2642	1820	2498	2774	2415	-359	-12.9%
Revenue												
Green Fees	\$ 65,118.00	\$ 40,677.00	\$ 42,670.00	\$ 39,973.00	\$ 43,429.00	\$ 43,029.73	\$ 32,463.00	\$ 38,474.00	\$ 56,538.00	\$ 38,273.00	\$ (18,265.00)	-32.3%
Driving Range	\$ 5,992.00	\$ 3,835.00	\$ 3,431.00	\$ 4,458.00	\$ 2,540.00	\$ 4,505.75	\$ 2,366.00	\$ 3,375.00	\$ 5,142.00	\$ 3,484.00	\$ (1,658.00)	-32.2%
Rentals	\$ 22,152.00	\$ 16,579.00	\$ 13,985.00	\$ 10,740.00	\$ 12,339.00	\$ 19,002.44	\$ 11,265.00	\$ 15,087.00	\$ 16,007.00	\$ 11,894.00	\$ (4,113.00)	-25.7%
Golf Shop	\$ 6,899.00	\$ 6,834.00	\$ 5,893.00	\$ 4,237.00	\$ 4,380.00	\$ 3,764.47	\$ 2,146.00	\$ 4,549.00	\$ 6,898.00	\$ 5,159.00	\$ (1,739.00)	-25.2%
Snack Bar	\$ 14,066.00	\$ 10,914.00	\$ 9,740.00	\$ 7,221.00	\$ 8,191.00	\$ 9,879.35	\$ 4,183.00	\$ 10,201.00	\$ 15,476.00	\$ 8,382.00	\$ (7,094.00)	-45.8%
Instruction	\$ 718.00	\$ (66.00)	\$ -	\$ -	\$ 340.00	\$ 150.00	\$ -	\$ -	\$ 340.00	\$ 1,104.00	\$ 764.00	224.7%
Miscellaneous	\$ 14,969.00	\$ (3,591.00)	\$ 16,950.00	\$ (1,046.00)	\$ 4,967.00	\$ (1,358.68)	\$ (17,364.00)	\$ 845.00	\$ 675.00	\$ 504.00	\$ (171.00)	-25.3%
Total Revenue	\$ 129,914.00	\$ 75,182.00	\$ 92,669.00	\$ 65,583.00	\$ 76,186.00	\$ 78,973.06	\$ 35,059.00	\$ 72,531.00	\$ 101,076.00	\$ 68,800.00	\$ (32,276.00)	-31.9%
\$ per Start												
Green Fees \$ per Start	\$ 19.45	\$ 16.46	\$ 17.37	\$ 17.82	\$ 19.46	\$ 16.29	\$ 17.84	\$ 15.40	\$ 20.38	\$ 15.85	\$ (4.53)	-22.2%
Driving Range \$ per Start	\$ 1.79	\$ 1.55	\$ 1.40	\$ 1.99	\$ 1.14	\$ 1.71	\$ 1.30	\$ 1.35	\$ 1.85	\$ 1.44	\$ (0.41)	-22.2%
Rentals \$ per Start	\$ 6.62	\$ 6.71	\$ 5.69	\$ 4.79	\$ 5.53	\$ 7.19	\$ 6.19	\$ 6.04	\$ 5.77	\$ 4.93	\$ (0.85)	-14.6%
Golf Revenue \$ per Start	\$ 27.86	\$ 24.72	\$ 24.46	\$ 24.60	\$ 26.12	\$ 25.18	\$ 25.33	\$ 22.79	\$ 28.01	\$ 22.22	\$ (5.79)	-20.7%
Golf Shop	\$ 2.06	\$ 2.77	\$ 2.40	\$ 1.89	\$ 1.96	\$ 1.42	\$ 1.18	\$ 1.82	\$ 2.49	\$ 2.14	\$ (0.35)	-14.1%
Snack Bar	\$ 4.20	\$ 4.42	\$ 3.97	\$ 3.22	\$ 3.67	\$ 3.74	\$ 2.30	\$ 4.08	\$ 5.58	\$ 3.47	\$ (2.11)	-37.8%
Concession Revenue	\$ 6.26	\$ 7.18	\$ 6.37	\$ 5.11	\$ 5.63	\$ 5.16	\$ 3.48	\$ 5.90	\$ 8.07	\$ 5.61	\$ (2.46)	-30.5%
GolfNow Barter Rounds	20	20	59	102	75	164	108	86	162	146	-16	-9.9%

2018 saw one of the best Octobers since the golf course opened, including a big one time tournament that bumped up \$/round as well as snack bar totals. This October was not bad rain wise, but the weather was windy and cold. There were 14 days with frost delays this October. There were no frost delays last October.



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For Business



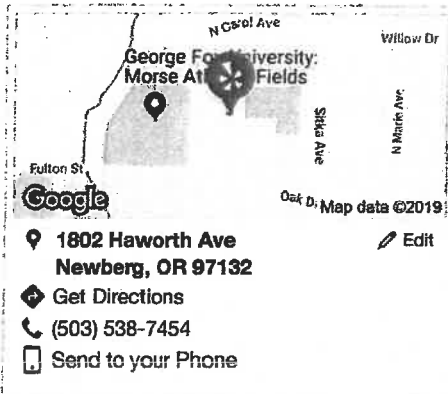
Chehalem Aquatic Center Unclaimed



6 reviews

Details

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Recreation Centers, Sports Clubs Edit

Pool park by Rob F.

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Splat Action Paintball

★★★★★ 15 reviews

Justin C. said "John runs a pretty amazing woodsball field here. The few times I've been here the crowd has been less than 20 but still a blast to go out in the woods. The fields are relatively unique and a lot of care has been put into the..." [read more](#)

in Paintball



Lake Oswego Public Golf Course

★★★★★ 11 reviews

14.8 miles away from Chehalem Aquatic Center

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in Golf

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Accepts Credit Cards **Yes**Good for Kids **Yes****Monkey B.**
First to review

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Yelp users haven't asked any questions yet about Chehalem Aquatic Center.

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Mittleman JCC

★★★★★ 20 reviews

17.1 miles

Rebecca M. said "I was slightly terrified as I walked in. Jolting flashbacks of that snapping..." [read more](#)



River City Warriors

★★★★★ 10 reviews

12.6 miles

Paul W. said "I've been training here going on two years. This



Malia G.
 Sherwood, OR
 58 friends
 4 reviews



3/27/2019

Beautiful Pool, great Swim Instructors, I would recommend the swim program to anyone!! The problem is the office front staff. It's very disorganized and lack of people skills.

We came for public swim and the handling of the crowd was very poor. They could have been more prepared for the on slot of spring break swimmers and been more polite in the process.

Also this page says they are closed when they clearly are open, I'm sitting by the pool now.

I would just like to see their front staff be given better organizational and customer service skills.



Wayne G.
 Las Vegas, NV
 373 friends
 713 reviews
 760 photos



9/4/2019

Awful awful waste of taxpayer money 30 million for this dump? Newberg government should all be fired.



Riley M.
 Windmill Ranch, Gilbert, AZ
 0 friends
 1 review



9/5/2019

Most boring pool I've ever been to with way too many rules. A group of my friends and I came to swim during the open swim hours and we all are adults- who know how to swim (keep this in mind). Every lifeguard is constantly reprimanding someone but they are also too timid to tell you to stop so they just stare at you the whole time. At one point we got yelled at for having our heads under the water! It's almost as if the people here don't trust you and your abilities. And I understand that this is their way of being cautious and avoiding liability, but I think the faculty could relax a little. Everywhere is basically a no fun zone and it's pretty disappointing. I guess if you just want to go stand in a pool then this is your place to be.



Emanuel C.
 Reno, NV
 2 friends
 39 reviews
 8 photos

6/12/2019

place has been a great step in my..." [read more](#)

People also viewed



Langers
 15 reviews
 Recreation Centers, Laser Tag, Bowling

Other Places Nearby

Find more Recreation Centers near Chehalem Aquatic Center

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Work at Chehalem Aquatic Center? Claim your business



Claim your free business page to have your changes published immediately.

Best of Newberg

Things to do in Newberg

People found Chehalem Aquatic Center by searching for...

Kids Activities Newberg

Near Me

Basketball Near Me

Recreation Centers Near Me

☆☆☆☆

Really unprofessional front desk lady . Came to visit some family from far away and felt like going for a swim . Got a 3 year old that was watching her tablet minding her own business in the waiting area . Lady came out been loud and rude and told us we had to step outside because she couldn't hear the phones going off which there was none . Really nice place but they definitely need to work on the customer service .

Monkey B.
Sexton Mountain,
Beaverton, OR
0 friends
3 reviews

☆☆☆☆ 12/30/2018

First to Review

Website said open swim was from 6pm-8pm. 2 other families were outside in the cold and rain because doors were locked, it was only 6:30pm. After about 15 minutes of staring in and seeing people lounging by the pool/ in the hot tub, this lady comes out, and in the most annoyed, poor tone questions "can I help you?". Apparently they were closed for lifeguard training? And we were confused on their definition of training. Her attitude was the absolute worst. I stated that their website said when they were open. She snapped at me and said "well if you see the holiday hours, you'll see we close at 4pm. I know that cause I put it on there". And there it was. After going to like 10 different links, the holiday hours appeared. Part of it our fault? Yes. But if someone would be so cocky, you think they could have made the hours more noticeable instead of misleading families.

It was just annoying cause they were the only place that said they were open the latest. So we drove 40 minutes for them to snap at us due to their confusing website. I don't think we will ever go again just because of how rude they were just so they could do "lifeguard training".



Brooke S.
Portland, OR
108 friends
21 reviews
3 photos

☆☆☆☆ 3/13/2019

Beautiful, clean facilities! I took the Sunday afternoon high fitness class, and it was a blast. I'm hooked!

Page 1 of 1

2 other reviews that are not currently recommended ▾

Best of Yelp Newberg – Recreation Centers

Langers

☆☆☆☆ 15 reviews

See More **Recreation Centers in Newberg**



Celtic Axe Laurelwood

★★★★★ 3 reviews

📍 23.4 miles away from Chehalem Aquatic Center

Shauna M. said "Really fun experience! I have to admit, when my friends asked if we wanted to throw axes I figured this would be a quick 10 minute novelty thing that would get boring pretty fast. I was very very wrong. We ended up throwing for a..." [read more](#)
in Axe Throwing



USA Gym Clubs

New Facility! PreSchool Olympics Day Camp Fall Enrollment Now Open! Summer camps, gymnastics classes, competition teams. Gymnastics Summer Camp runs June 20 through August 19. Classes and competition teams run year-round. We also... [read more](#)
in Gymnastics

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Subject: Fwd: Sad condition of CPRD daycare/preschool
Date: Monday, November 4, 2019 at 7:55:17 AM Pacific Standard Time
From: Don Clements
To: Matt Compton, Kat Ricker
Attachments: IMG_3035.jpg

Sent from my iPhone

Begin forwarded message:

From: Marianne Voight <mvoight3@gmail.com>
Date: November 3, 2019 at 8:33:30 PM PST
To: Don Clements <dclements@cprdnewberg.org>
Subject: Sad condition of CPRD daycare/preschool

Mr. Clements, your organization endeavors to serve the public, and surely you want more children to benefit from your programs. But the Bonnie Benedict building and adjoining Community Hall are so decrepit in appearance I think many parents are reluctant to entrust their children to the Care there. Some paint, concrete repair, fresh signs, and clean-up would reflect better care of the community. What do you think? I'm also forwarding 2 more photos, besides the one below. The reason I contact you is my relative is on the staff, and she pours her heart into her work. I feel the building should reflect the quality of the folks inside.

Thank you,
Marianne Voight
cell 703-915-1958

Sent from my iPhone

Subject: Fwd: photo 2 of 3 re daycare/preschool
Date: Monday, November 4, 2019 at 7:54:29 AM Pacific Standard Time
From: Don Clements
To: Matt Compton, Kat Ricker
Attachments: IMG_3034.jpg

Sent from my iPhone

Begin forwarded message:

From: Marianne Voight <mvoight3@gmail.com>
Date: November 3, 2019 at 8:35:27 PM PST
To: Don Clements <dclements@cprdnewberg.org>
Subject: photo 2 of 3 re daycare/preschool



Subject: Fwd: photo 3 of 3 re daycare/preschool
Date: Monday, November 4, 2019 at 7:53:59 AM Pacific Standard Time
From: Don Clements
To: Matt Compton, Kat Ricker
Attachments: IMG_3083.jpg

Sent from my iPhone

Begin forwarded message:

From: Marianne Voight <mvoight3@gmail.com>
Date: November 3, 2019 at 8:36:30 PM PST
To: Don Clements <dclements@cprdnewberg.org>
Subject: photo 3 of 3 re daycare/preschool

Sent from my iPhone



Dear Don

Thank you very much for
your sponsorship of the
2019 Newberg Oktoberfest.

We really appreciate your
support and hope we will
have it again in 2020.

Raquel de Brito
Newberg Early Birds Rotary
Oktoberfest Committee

October 24, 2019

Board of Directors
Chehalem Park and Recreation District
1802 Haworth Avenue
Newberg, Oregon 97132

Dear Board of Directors,

This letter and my expression of gratitude to you is long overdue. My family and I moved to Newberg in 1988. Throughout the years our children and now our grandchildren have played and enjoyed the beautiful, well-maintained parks, College Park and the "Pool" Park, in particular. In our early years in the community, College Park provided a Summer Program staffed by highly competent young people; our kids loved the days they spent there; Sheryl and I appreciated and valued the joyful demeanor and firm, yet engaging management style demonstrated by the staff.

Through the years, we have benefited from the tireless work, dedication, sense of vision, and commitment to service CPRD leadership has provided. The passionate commitment to providing our community with a truly beautiful, top-rate Aquatic and Fitness Center is a powerful testament to the qualities listed above. You, CPRD Board of Directors, deserve far more than mere words of appreciation, and I hope you are aware of how much good you do for the people of this community. A few things I appreciate and value regarding the Aquatic and Fitness Center, a "top-ten" list, for the sake of brevity:

- Quality of design and layout.
- Cleanliness.
- No loud music in the fitness center/weight room. THANK YOU!
- Pool design – the lazy river, children's pool.
- The professional, courteous, always helpful staff.
- The number and quality of cardio machines.
- Layout of lockers, showers, family dressing rooms.
- Weights classes.
- Playground layout.
- Quality and remarkable array of high-quality playground equipment.

In closing, please know that your work continues to make a profound difference for the good in our lives, and that although you may not hear it often enough, you and your work are valued and appreciated.

With respect and gratitude,





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 *The Common Good Service Dedication*

What is your comment?

Please see letter *enclosed* ~~attached~~ 10.24.2019
X.H.

What is your recommendation?

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 RICHARD GREWER
Address 1115 SOUTH PENNINGTON DRIVE
Phone 503-730-2970
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.

Don Clements

From: Bart Rierson
Sent: Monday, December 02, 2019 1:24 PM
To: Kevin Robinson
Cc: Don Clements; Casey Creighton; Julie Petersen; Don Loving; Irogers@cprd.org; Mike Ragsdale; Peter Siderius
Subject: RE: From the CPRD website Jaquith Park Fields

Kevin,

So sorry to hear about the accident involving your wife. I will share your email with our board, our superintendent, our facilities director and sports coordinator.

I don't think there is time to have this noticed in time to get it on the agenda for our next meeting on 12/5, but I will bring it up as an item for discussion under additional items from board members at that meeting.

Sincerely,
Bart Rierson

Bart Rierson - President
Chehalem Park & Rec
(503) 504-0368 mobile
(503) 537-2909 CPRD
brierson@cprd.newberg.org
<http://www.cprdnewberg.org>

-----Original Message-----

From: Kevin Robinson <krobhome@gmail.com>
Sent: Monday, December 2, 2019 9:46 AM
To: Bart Rierson <brierson@cprdnewberg.org>
Subject: From the CPRD website Jaquith Park Fields

Hello Bart,

The purpose of this email is to solicit your action to address a challenge at Jaquith Park. In May, my wife was collecting our daughter from the dugout of one of the softball fields after my daughter's game when a line drive foul ball from the adjacent field struck her in the side of the head. While we are thankful it was not our daughter nor another child in the vicinity, it was nonetheless, an avoidable incident that has created lasting effects on my wife, Katy Robinson.

The week following the blow to her head, Katy was diagnosed with a concussion. Six months later, she is still suffering from post concussion syndrome. The costs—direct and indirect—have been significant.

Recognizing that there are risks in attending ballgames, we strongly believe that simple steps can be taken to minimize the hazard. Foremost is installing protective netting down the base lines so that line drives are kept within the confines of the playing field and/or at least such that people have enough warning to protect themselves when balls leave the field.

Jaquith Park is part of the Chehalem Park and Recreation District. You are the President. I am requesting a response to this message and confirmation of when and how Chehalem Parks & Recreation District will voluntarily address the hazard at Jaquith Park.

Best Regards,
Kevin

Kevin Robinson
(503) 686-8044

October 31, 2019

Dear Tara and Julie,

I will be stepping down from my full-time position here at Chehalem Park and Recreation District as of December 31, 2019. At that time, I would appreciate being considered as a new part-time employee and have submitted my employment application to Tara.

This would be a good time for me to tell you all how much working for Chehalem Park and Recreation has meant to me. I believe that when you begin to look at the place you work as a "job" you begin to lose the joy that comes from your work. I love working here! This is the closest thing to the happiest place in Newberg as there can be and it is a joy to be a part of it.

I truly enjoy working with my co-workers and supervisors and serving the Newberg public that uses our wonderful facility and programs. This is why I don't want to fully retire but would like to be considered for part time work. There would be a hole in my heart if I couldn't be a part of this amazing place because even on hard days, I can go home feeling my "bucket" is full. I believe in the mission of Chehalem Park and Recreation and would like to always be a part of that.

I have learned so much about so much, even some things I didn't want to know about, and think I have become a better person because I have worked here. Thank you for making the last 18 years a joy.

Sincerely,



Kathleen M. Wood



474



HAGAN HAMILTON
Insurance Services

Bern Coleman
Hagan-Hamilton Insurance
503-472-2165

CHEHALEM PARK & RECREATION DIST
125 S ELLIOTT RD
NEWBERG, OR 97132-2295

SAIF Policy	269304
Check No.	012926440
Amount	\$8,149.00
Issue Date	10/08/2019

Our policyholders' efforts to reduce on-the-job injuries continues to pay off, year after year. That's why SAIF again this year declared two dividends: a primary dividend of \$120 million, and a safety performance dividend of \$40 million.

You are receiving 21.61 percent of standard premium for your policy whose annual term ended in 2018 for the primary dividend.

You are not eligible to receive the safety performance dividend due to your claims experience. Please see the enclosed letter for more information.

If you have questions, log in to your account on saif.com, or contact your agent or SAIF representative.

It is unlawful in Oregon for an insurer to promise to pay policyholder dividends for any unexpired portion of the policy term or to misrepresent the conditions for dividend payment. Dividends will be due and payable only for a policy period that has expired, and only if declared by and under conditions prescribed by the Board of Directors of the Insurer. Furthermore, it is an unlawful rebate and a violation of the Oregon Insurance Code for an insured or a representative of an insured knowingly to accept a dividend pursuant to a promise to pay policyholder dividends if the promise is made before the policy is issued or if the promise is made for any unexpired portion of a policy period.

Payment_Policy_Dividend_sCheck

Please keep the upper portion for your own records

FOLD ON PERFORATION LINE BELOW  BEFORE DETACHING.



400 High St SE
Salem, OR 97312
503.373.8000

Dividend

To The
State Treasurer
Salem, Oregon
96-10
1232

Check No. 012926440

Date
10/08/2019

Pay EIGHT THOUSAND ONE HUNDRED FORTY NINE AND 00/100 DOLLARS

Amount

\$ **8,149.00

CHEHALEM PARK & RECREATION DIST

(Void After 2 Years From Date Of Issue)


Authorized Signature

Pay
To
The
Order
Of

PAYABLE THROUGH US BANK

67

012926440 123200101 43502

September 19, 2019

Chehalem Park & Recreation District
Attn. Casey Creighton
125 S Elliott Rd
Newberg, OR 97132

SDIS Member: Chehalem Park & Recreation District
Incident Date: 07/08/2019
Claim Number: GCPR2019065140

Casey,

Please find enclosed payment of \$24,101.57 for your supported gymnasium water damages less your \$5000 deductible. This amount is based on your submitted sprinkler repair, Servpro mitigation, and the estimated finish repair for the affected gym. No depreciation has been applied to these damages.

Replacement Cost	\$ 29,101.57
Less recoverable depreciation	
Actual Cash Value	\$ 29,101.57
Less deductible	\$ (5,000.00)
Total Claim	\$ 24,101.57
less prior payment	
Balance Due	\$ 24,101.57

As we have discussed, we expect the floor to return to its normal position without additional sanding to the wood. If damages do occur, please contact me to review for any supplemental coverage.

Thank you for your assistance in resolving this claim.

Sincerely,

Tim Bauer



Senior Property Claims Consultant
S|D|A|O
Administrators for SDIS and PACE
Cell: 971.228.9083 | Fax: 503-620-9817

Name	Chehalem Park & Recreation District			Date of Loss	7/8/2019
Claim #	GCPR2019065140			Type	Vandalism

Building Damages

Issue	Description	Estimated amount	Adjusted/ Under review	Loss	less recoverable depreciation	Actual Cash Value	Comments
1				\$ -			
2	Sprinkler head repair	\$ 705.00		\$ 705.00		\$ 705.00	Cosco Fire Protection
3	Floor Mitigation	\$ 20,896.57		\$ 20,896.57		\$ 20,896.57	Servpro
4				\$ -		\$ -	
5	Floor finish repair	\$ 7,500.00		\$ 7,500.00		\$ 7,500.00	Estimated
6				\$ -		\$ -	
7				\$ -		\$ -	
8				\$ -		\$ -	
9				\$ -		\$ -	
10				\$ -		\$ -	
11				\$ -		\$ -	
12				\$ -		\$ -	
13				\$ -		\$ -	
14				\$ -		\$ -	
15				\$ -		\$ -	
Sub-Total		\$ 29,101.57	\$ -	\$ 29,101.57	\$ -	\$ 29,101.57	

Personal Property Damages

1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
Sub-Total		\$ -	\$ -	\$ -		\$ -	

Business Income/ Extra Expense Damages

1							
2				\$ -		\$ -	
3				\$ -		\$ -	
4				\$ -		\$ -	
5							
Sub-Total		\$ -	\$ -	\$ -		\$ -	

Totals by Coverage

Building Damages	\$ 29,101.57
Personal Property Damages	\$ -
Business Income/ Extra Expense Damages	\$ -
Total Claim	\$ 29,101.57
LESS:	
Deductible -	\$ (5,000.00)
Prior Payments -	
District Upgrades	
Balance Due	\$ 24,101.57

Special Districts Insurance Services - Liability Claims

Description	From Date	To Date	Invoice #	Invoice Amt	Amount
Property Damage				\$0.00	\$24,101.57

Claim Number: GCPR2019065140

Claimant: Chehalem Park & Recreation District

Check Number: 300519 Total Check Amt: \$24,101.57 Event Date: 7/8/2019 Department: SDA-12238 Chehalem Park & Recreation Dis

Adjuster Name: Tim Bauer Adjuster Phone #:

Check Memo: Gym Damages

COPY

REMITTANCE STATEMENT - PLEASE DETACH BEFORE DEPOSITING

SDIS SPECIAL DISTRICTS INSURANCE SERVICES	LIABILITY CLAIMS P.O. Box 23879 Tigard, OR 97261-3879 1-800-305-1736	Wells Fargo Bank Northwest, N.A. Salem, OR 97301 24/680-1280							
	<table border="1"> <tr> <th>DATE</th> <th>CHECK NO.</th> </tr> <tr> <td>9/19/2019</td> <td>300519</td> </tr> <tr> <th colspan="2">AMOUNT</th> </tr> <tr> <td colspan="2">**\$24,101.57**</td> </tr> </table>		DATE	CHECK NO.	9/19/2019	300519	AMOUNT		**\$24,101.57**
DATE	CHECK NO.								
9/19/2019	300519								
AMOUNT									
\$24,101.57									

PAY TO THE ORDER OF

Twenty-Four Thousand One Hundred One and 57/100 Dollars*****

Chehalem Park & Recreation District
 125 S Elliott Rd
 Newberg, OR 97132

Gym Damages

VOID after 90 days

⑈ 300519 ⑈ ⑆ 123006800⑆ 2442954687⑈

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

November 14, 2019

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

Re: Chehalem Park and Recreation District's Social Media Policy

Dear Don:

Kat Ricker sent me language that she indicated is going to be put into an updated Employee Policy Manual that will be the District's policy for posting on social media. As you can imagine, there has been an increase in employers creating this type of policy and employees potentially challenging the policy. There are a variety of issues that this type of policy raises. They include employees' First Amendment rights, employees' rights to discuss unionization under state or federal law, privacy rights of patrons, and employers' rights to protect their business record.

I think there are two different policies that you need to have in place. The first is a policy associated with those employees who you want to post on social media on behalf of the District. The second is your general policy that you have developed to put into your handbook.

When it comes to the policy associated with the employee or employees that you want to post on behalf of the District, it is important that you have the employee sign a separate agreement that details the policy and the relative "ownership" of the posts and/or accounts. Obviously, in this context it is important to define where the employee can and cannot post and that all of the accounts or routes for posting are owned by the District. With that ownership would come the right to passwords, account names, and a delineation of how the employee would have to assist the District in transferring all of those things when they depart from employment. For those who are posting on behalf of the District, it is important to have a clear indication in that agreement that they are not entitled to post any of their own private information or private messages on those "District" postings.

In the more general arena, we have a variety of challenges. The biggest challenge is the employee's First Amendment right to free speech. You do have control over what an employee does or does not

Don Clements, CPRD
Re: Social Media Policy
November 14, 2019
Page 2 of 2

do when they are at work. You would think that would be a clear stretch of time from 8 to 5 if that is their work day, but who is to say that they will not post something during a break or during their lunch time.

I suspect that you drafted the policy to be fairly concise. I would note that some company policies are 4 to 7 pages long. I do not think you need to go to that level of detail, but I imagine that there are a lot of other policies in your manual dealing with private information, participation confidentiality, financial information confidentiality, etc. I think since you have this section on social media you should reiterate that all of those other policies are applicable to anything that is posted in any of the employees' private social media. I do not have any objection to the language that Kat included in her message to me. However, in addition to the idea that all of your other policies apply, I think you should add a directive that states as follows:

"If the employee wishes to post information, opinions, or statements regarding the District on their private social media, they shall identify themselves and their role within the organization, and they shall also include, 'this message is a personal opinion of the poster and does not or may not reflect the opinion of the District.'"

The National Labor Relations Board has made findings that companies cannot restrain their employees from identifying where they work and/or using the company logo in private social media posts. I do think there is a distinction between your employees identifying the District/using the logo and wearing an employer issued shirt or uniform. I do not see the policy language that you provided to me as restraining somebody from using the District name and/or logo, but rather the clothing and/or uniform, which I think is a viable restraint.

You may wonder why rules intended to protect unionizing workers would be applicable to the District when people are not attempting to have communications for union purposes. Essentially Section 7 of the National Labor Relations Act has very broad protection for any communication that may be for "mutual aid and protection". Those broad rules have been used to restrict employer policies outside of the context of unions.

If you have any questions regarding this, please do not hesitate to contact me.

Yours Truly,

BROWN, TARLOW, BRIDGES & PALMER, PC



John T. Bridges

JTB:klh

cc: Kat Ricker

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

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

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FACSIMILE: (503) 538-9812
www.newberglaw.com

November 8, 2019

Don Clements
Casey Creighton
Chehalem Park & Recreation District
125 S Elliott Road
Newberg, OR 97132

*Sent via email only to dclements@cprdnewberg.org
and ccreighton@cprdnewberg.org*

Re: Newberg Landfill - Phase I Environmental Report

Dear Don and Casey:

By now you have had a chance to at least skim the Phase I Environmental Report. It is a lengthy report with voluminous information. Unbeknownst to me, the company I selected to do the Phase I analysis has done two or three prior reports on the very property that is at issue. That meant that they had a wealth of information readily available. If you will recall with the Friends Park Phase I Report, we typically get very little information in these reports, merely verifying that there are not any problems. In contrast, this report is full of information to be analyzed and considered by the Park District.

In an effort to distill some of the information, I am going to highlight some of the items. The PDF file has its own page numbering, but at the bottom of each page of the actual Phase I report there is a page number for the report. As I refer to the Phase I Report page, I will refer to it as R#, when I refer to a page number within the PDF file, I will refer to it as F#.

Before I mention the different items of interest, I wanted to remind you of the context for this Phase I study. The purpose for doing this investigation is to set the stage to become a Bona Fide Prospective Purchaser (BFPP). If the Park District is a BFPP and they maintain that status during their ownership of the property, then they may be free of liability for clean up costs. To qualify as a BFPP, one must fulfill the following three requirements: 1) All Appropriate Inquiries (AAI) were performed prior to the purchase of the property, pursuant to CERCLA § 101(35)(B); 2) All disposal of hazardous substances occurred before the party acquired the property; and 3) The party has no affiliation with a liable or potentially liable party.

The AAI is satisfied by the Phase I test. This is enhanced because there are numerous samples of gas, water, and soil that are available to us. As you will note in later discussions, I do think there is other well testing that we need to do to satisfy the AAI. Obviously, items 2 and 3 are factually met.

Once you obtain the BFPP status, you essentially have to do a variety of items while you own the property to maintain the status. They include complying with land use restrictions, taking reasonable steps to prevent the release of hazardous substances, cooperating with state or federal environmental protection organizations, providing information on the property, and providing all legally required notices. Those are the federal things you need to do. Under the state rules you would have to do all the environmental reporting that is required under the landfill closure permit. You should also recognize that there could be additional testing or reporting requirements, such as what came about as a result of the residential property being developed across the street (new gas testing sites).

So with that lengthy background, I will address the report and file materials.

R4: Hahn recommends under a Continuing Obligations section that the wells within 600 feet of the site be tested prior to acquisition. I believe there is a well within 400 feet and another right at the 600 foot mark.

R5: There needs to be soil cap preservation. There is some erosion channeling which needs to be fixed. There is a cautionary note that you cannot modify the property without DEQ permission, so there needs to be a good understanding of what "maintenance" of the erosion channeling is.

The use of the southwest corner of the property will potentially be restricted. That is an area where testing for methane has shown significant results. It is a particular problem if there are structures and/or areas where it can accumulate. After further study, there may need to be a set-aside of an area, or an attempt at mitigation.

DEQ has indicated that they will require more monitors to be placed in the north part of the property because there is a residential development being built right across the street from the site.

R6: One of the closure requirements is that a deed specifically describe all of the issues associated with the prior use of the property, including that there is a Closure Permit and restrictions on use, subject to oversight from DEQ. Apparently that has never been done. Before you receive ownership of it, that deed should be recorded and be approved by DEQ before it gets recorded.

On this same page, they recommend decommissioning any septic system. The County should have knowledge as to where the septic systems are. It is possible that they have already been decommissioned and this just needs to be verified.

R31: DEQ expressed additional concerns with regard to the subdivision across the street, known as Riverrun. They are concerned that additional runoff from the impervious surface of the roads and

houses will place more water across the property. They are concerned that this might increase the amount of leachate that seeps out on occasion. They are also concerned with the methane gas issue that I mentioned above.

R38: This page contains a confirmation that the wells and the contamination on the site make this a Recognized Environmental Condition (REC) which triggers all the federal and state protections.

R39: The methane results have shown testing as high as 80% in 2014. They reference Section 8.0 of the report, which triggers the additional gas monitoring.

R41-42: These pages list a series of future tests.

R49: This details some things that need to occur if there is going to be a transfer including seeking approval of DEQ ahead of the transfer and the County notifying DEQ of the transfer within ten days. They also point out that any change of use will likely result in additional controls or measures to be implemented. Periodically, the owner of the property has to draft an Environmental Monitoring Plan (EMP). The County submitted their most recent EMP in January of 2019. They proposed doing the same monitoring that had been done in the past (which would not include the gas monitoring on the north side) but DEQ has not yet approved it. The last approved plan, from 1997, would require twice yearly testing for methane gas at seven gas probes, annual collection of surface water and testing, leachate collection and testing, and ground water testing every five years, the last of which occurred in 2019. It also requires an Annual Environmental Monitoring Report (AEMR).

F136: This is the current DEQ post-closure permit. The current permit is good through December 1, 2024. This document is to be reviewed to determine obligations that the Park District is taking on.

F200: This is a report that Hahn & Associates did previously called a Focused Site Investigation (FSI). It was done in April of 2017 for the purpose of assessing the property for use as a park. F213 starts the conclusions of that report.

As you can see, there is a lot of activity that the Park District would be taking on if they take over the property. The obligations could evolve over time as the river front area develops more fully even without the District asking to change the use. Beyond your obligation to seek DEQ's approval for the transfer, you should also coordinate with both DEQ and the EPA to obtain BFPP status. The value of obtaining that status is underscored by F128 and F129, which is part of a September 29, 2011 Preliminary Hydrogeologic Conceptual Model prepared by Mathiot & Associates, LLC, hard copies of which I have enclosed for your convenience. If there is some sort of movement of the waste field, there could be a significant problem.

One of the reasons we got the Phase I Report beyond trying to position you for being a BFPP was not only to understand your costs but to also have the information necessary to negotiate with the

County. I think sharing this report with the County might be useful in eliminating their idea that the Park District should be paying them for the property. I do not know what they budget for doing the monitoring and reporting, but I suspect you could look at that on their budget documents to understand what kind of savings they will have going forward, and in turn, what kind of costs you will have.

I think we should sit down and discuss what our strategy should be going forward on a broader perspective. Please do not hesitate to contact me if you have any questions.

Yours Truly,

BROWN, TARLOW, BRIDGES & PALMER, PC

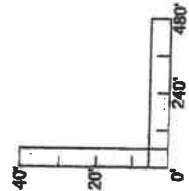


John T. Bridges

JTB:klh

Enclosure

cc: Kat Ricker (via email)



WELL

(8/11)Σ	STATIC LEVEL (MONTH/YEAR)	GEOLOGIC CONTACT, DASHED WHERE PROJECTED
1	1964	
2	1965	
3	1966	
4	1967	
5	1968	
6	1969	
7	1970	
8	1971	
9	1972	
10	1973	
11	1974	
12	1975	
13	1976	
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119	2082	
120	2083	
121	2084	
122	2085	
123	2086	
124	2087	
125	2088	
126	2089	
127	2090	
128	2091	
129	2092	
130	2093	
131	2094	
132	2095	
133	2096	
134	209	

A-A' CROSS SECTION LINE (SEE FIGURE 3)

NOTES:

1. TOPOGRAPHY BASED ON 1981 USGS 7.5' NEWBERG, OREGON QUADRANGLE MAP

**NEWBERG LANDFILL
PRELIMINARY
HYDROGEOLOGIC
CONCEPTUAL MODEL**

FIGURE 4
GEOLOGIC CROSS SECTION

5 FINDINGS AND CONCLUSIONS

Unlike modern sanitary landfills, the hydrogeologic characteristics of the NLF site were not well characterized before the landfill was constructed, the landfill did not utilize advanced engineering methods to limit environmental impacts, and the site's environmental monitoring networks are limited and were installed many years after the landfill began operation. In addition, the site is located adjacent to one of the State's most important rivers and less than one half mile from a major municipal water supply well-field. Given these conditions, the potential for significant environmental consequences resulting from the operation of the landfill appears to be very high. However, based on the information presented in this document, the natural setting in which the NLF is located may have significantly limited the amount of environmental degradation. Two factors that were most likely very important in limiting environmental degradation are the 10- to 15-feet of fine textured, flood plain sediment that underlie at least a portion of the landfill waste and the landfill's location adjacent to a regional ground water discharge boundary.

It is clear from the ground water monitoring data that leachate from the landfill did degrade shallow ground water quality in at least the upper portion of the Recent alluvium aquifer. However, the fine textured flood plain deposits that underlie the landfill most likely helped to slow the lateral and vertical migration of leachate from the landfill while at the same time providing some degree of natural attenuation to contaminants contained in that leachate. Unfortunately, the lack of deeper monitoring wells prevents the determination of what impacts, if any, the lower portions of the Recent alluvium aquifer may have experienced.

The presence of a regional ground water discharge boundary immediately down gradient of the landfill significantly reduces the possibility of leachate from the landfill negatively affecting the beneficial use of ground water. Ground water in shallow, intermediate, and deep flow systems beneath the NLF site is more likely to be discharged to surface water than to reach downgradient water supply wells. As for the affect of leachate discharge on surface waters, limited monitoring of water quality in Chehalem Creek and the onsite pond has not demonstrated significant water quality degradation. No monitoring of leachate affects on sediment or pore water quality in Chehalem Creek the onsite pond, or The Willamette River has been conducted.

**IRS e-file Signature Authorization
for an Exempt Organization**

OMB No. 1545-0070

Department of the Treasury
Internal Revenue Service
Name of exempt organizationFor calendar year 2018, or fiscal year beginning 2018, and ending 2018
Do not send to the IRS. Keep for your records.
Go to www.irs.gov/Form8879EO for the latest information.**2018**Name and title of officer: **CHEHALEM PARK FOUNDATION**
Don Clements
SuperintendentEmployer identification number
93-0843837**Part I Type of Return and Return Information (Whole Dollars Only)**

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line 1a, 2a, 3a, 4a, or 5a, below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, or 5b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

1a Form 990 check here <input checked="" type="checkbox"/>	b Total revenue, if any (Form 990, Part VIII, column (A), line 12)	1b	395,268
2a Form 990-EZ check here <input type="checkbox"/>	b Total revenue, if any (Form 990-EZ, line 9)	2b	
3a Form 1120-POL check here <input type="checkbox"/>	b Total tax (Form 1120-POL, line 22)	3b	
4a Form 990-PF check here <input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part VI, line 5)	4b	
5a Form 8868 check here <input type="checkbox"/>	b Balance Due (Form 8868, line 3c)	5b	

Part II Declaration and Signature Authorization of Officer

Under penalties of perjury, I declare that I am an officer of the above organization and that I have examined a copy of the organization's 2018 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the organization's electronic return and, if applicable, the organization's consent to electronic funds withdrawal.

Officer's PIN: check one box only

☒ I authorize R. Michael Marr, Accountant to enter my PIN 43837 as my signature.
ERO firm name Enter five numbers, but do not enter all zeros

on the organization's tax year 2018 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

☐ As an officer of the organization, I will enter my PIN as my signature on the organization's tax year 2018 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Officer's signature

*Don Clements*Date 11-13-19**Part III Certification and Authentication**

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

93432254321

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2018 electronically filed return for the organization indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature R. Michael MarrDate 11/07/19**ERO Must Retain This Form — See Instructions.****Do Not Submit This Form to the IRS Unless Requested To Do So**

For Paperwork Reduction Act Notice, see back of form.

Form **8879-EO** (2018)

Form

990**Return of Organization Exempt From Income Tax**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2018

Open to Public Inspection

Department of the Treasury
Internal Revenue Service**A For the 2018 calendar year, or tax year beginning****and ending****B Check (if applicable):**☐ Address change☐ Name change☐ Initial return☐ Final return terminated☐ Amended return☐ Application pending**C Name of organization**

CHEHALEM PARK FOUNDATION

Doing business as:

Number and street (or P.O. box if mail is not delivered to street address)

125 S. Elliott Road

Room/suite

City or town, state or province, country, and ZIP or foreign postal code

Newberg

OR 97132

D Employer identification number

93-0843837

E Telephone number

503-554-0283

G Gross receipts

395,268

F Name and address of principal officer:

Don Clements

125 S. Elliott Road

Newberg

OR 97132

H(a) Is this a group return for subordinates? ☐ Yes ☒ NoH(b) Are all subordinates included? ☐ Yes ☐ No

If "No," attach a list. (see instructions)

I Tax-exempt status:☒ 501(c)(3)

501(c)

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J Website:

N/A

H(c) Group exemption number**K Form of organization:**☒ Corporation☐ Trust☐ Association☐ Other

1. Year of formation: 2008

M State of legal domicile: OR

Summary**Activities & Governance****1 Briefly describe the organization's mission or most significant activities:**

Exclusively support Chehalis Park and Recreation District of Newberg, Oregon (a political subdivision) whose mission is providing recreational facilities and services to constituents.

2 Check this box ☐ If the organization discontinued its operations or disposed of more than 25% of its net assets.**3 Number of voting members of the governing body (Part VI, line 1a)**

3

5

4 Number of independent voting members of the governing body (Part VI, line 1b)

4

0

5 Total number of individuals employed in calendar year 2018 (Part V, line 2a)

5

0

6 Total number of volunteers (estimate if necessary)

6

0

7a Total unrelated business revenue from Part VIII, column (C), line 12

7a

0

b Net unrelated business taxable income from Form 990-T, line 38

7b

0

Revenue**8 Contributions and grants (Part VIII, line 1b)**

Prior Year

177,485

Current Year

129,247

9 Program service revenue (Part VIII, line 2b)

25,272

15,935

10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)

90

86

11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)

11,996

250,000

12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)

214,843

395,268

Expenses**13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)**

10,474

5,716

14 Benefits paid to or for members (Part IX, column (A), line 4)

0

0

15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)

0

0

16a Professional fundraising fees (Part IX, column (A), line 11e)

0

0

b Total fundraising expenses (Part IX, column (D), line 25)

0

0

17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)

286,349

137,598

18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)

296,823

143,314

19 Revenue less expenses. Subtract line 18 from line 12

-81,980

251,954

Net Assets or Fund Balances**20 Total assets (Part X, line 15)**

Beginning of Current Year

28,377

End of Year

280,331

21 Total liabilities (Part X, line 25)

0

0

22 Net assets or fund balances. Subtract line 21 from line 20

28,377

280,331

Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

Signature of officer

Date

Don Clements

7 Superintendent

Type or print name and title

Paid**Preparer Use Only**

Print/type preparer's name

Preparer's signature

Date

Check ☒ If

PTIN

R. Michael Marr

R. Michael Marr

self-employed

E00211037

Firm's name

R. Michael Marr, Accountant

Firm's EIN

93-1008533

Firm's address

12420 SW Main St

Phone no.

503-624-2975

May the IRS discuss this return with the preparer shown above? (see instructions)

☐ Yes ☒ No

For Paperwork Reduction Act Notice, see the separate instructions.

Form **990** (2018)

**IRS e-file Signature Authorization
for an Exempt Organization**

OMB No. 1545-0076

Department of the Treasury
Internal Revenue Service
Name of exempt organizationFor calendar year 2018, or fiscal year beginning 2018, and ending 2018, and ending 2018
Do not send to the IRS. Keep for your records.
Go to www.irs.gov/Form8879EO for the latest information.**2018**Name and title of officer: **CHEHALEM PARK FOUNDATION**
Don Clements
7SuperintendentEmployer identification number
93-0843837**Part I Type of Return and Return Information (Whole Dollars Only)**

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line 1a, 2a, 3a, 4a, or 5a, below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, or 5b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

1a Form 990 check here <input checked="" type="checkbox"/>	b Total revenue, if any (Form 990, Part VIII, column (A), line 12)	1b	395,268
2a Form 990-EZ check here <input type="checkbox"/>	b Total revenue, if any (Form 990-EZ, line 9)	2b	
3a Form 1120-POL check here <input type="checkbox"/>	b Total tax (Form 1120-POL, line 22)	3b	
4a Form 990-PF check here <input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part VI, line 5)	4b	
5a Form 8868 check here <input type="checkbox"/>	b Balance Due (Form 8868, line 3c)	5b	

Part II Declaration and Signature Authorization of Officer

Under penalties of perjury, I declare that I am an officer of the above organization and that I have examined a copy of the organization's 2018 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the organization's electronic return and, if applicable, the organization's consent to electronic funds withdrawal.

Officer's PIN: check one box only

☒ I authorize R. Michael Marr, Accountant to enter my PIN 43837 as my signature.
ERO firm name Enter five numbers, but do not enter all zeros

on the organization's tax year 2018 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

☐ As an officer of the organization, I will enter my PIN as my signature on the organization's tax year 2018 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Officer's signature: Don ClementsDate: 11-13-19**Part III Certification and Authentication**

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

93432254321

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2018 electronically filed return for the organization indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4183, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature: R. Michael MarrDate: 11/07/19**ERO Must Retain This Form — See Instructions****Do Not Submit This Form to the IRS Unless Requested To Do So**

For Paperwork Reduction Act Notice, see back of form.

Form **8879-EO** (2018)

Form

990**Return of Organization Exempt From Income Tax**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2018

Open to Public Inspection

Department of the Treasury
Internal Revenue Service**A For the 2018 calendar year, or tax year beginning****and ending****B Check if applicable:**☐ Address change☐ Name change☐ Initial return☐ Final return/terminated☐ Amended return☐ Application pending**C Name of organization**

CHEHALEM PARK FOUNDATION

Doing business as:

Number and street (or P.O. box if mail is not delivered to street address)

125 S. Elliott Road

Room/suite

City or town, state or province, country, and ZIP or foreign postal code

Newberg

OR 97132

D Employer identification number

93-0843837

E Telephone number

503-554-0283

G Gross receipts

395,268

F Name and address of principal officer:

Don Clements

125 S. Elliott Road

Newberg

OR 97132

H(a) Is this a group return for subsidiaries? ☐ Yes ☒ NoH(b) Are all subsidiaries included? ☐ Yes ☐ No

If "No," attach a list. (see instructions)

I Tax-exempt status:☒ 501(c)(3)☐ 501(c)☐ ()**J Website:**

N/A

H(c) Group exemption number**K Form of organization:**☒ Corporation☐ Trust☐ Association☐ Other☐ ()**L Year of formation:**

2008

M State of legal domicile:

OR

Summary**1 Briefly describe the organization's mission or most significant activities:**

Exclusively support Chehalis Park and Recreation District of Newberg, Oregon (a political subdivision) whose mission is providing recreational facilities and services to constituents.

2 Check this box ☐ If the organization discontinued its operations or disposed of more than 25% of its net assets.**3 Number of voting members of the governing body (Part VI, line 1a)**

3

5

4 Number of independent voting members of the governing body (Part VI, line 1b)

4

0

5 Total number of individuals employed in calendar year 2018 (Part V, line 2a)

6

0

6 Total number of volunteers (estimate if necessary)

6

0

7a Total unrelated business revenue from Part VIII, column (C), line 12

7a

0

b Net unrelated business taxable income from Form 990-T, line 38

7b

0

Revenue**8 Contributions and grants (Part VIII, line 1b)**

Prior Year

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Current Year

129,247

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25,272

15,935

10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)

90

86

11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)

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250,000

12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)

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5,716

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15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)

0

16a Professional fundraising fees (Part IX, column (A), line 11e)

0

b Total fundraising expenses (Part IX, column (D), line 25)

0

0

17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)

286,349

137,598

18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)

296,823

143,314

19 Revenue less expenses. Subtract line 18 from line 12

-81,980

251,954

Net Assets or Fund Balances**20 Total assets (Part X, line 16)**

28,377

280,331

21 Total liabilities (Part X, line 26)

0

0

22 Net assets or fund balances. Subtract line 21 from line 20

28,377

280,331

Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

Signature of officer

Date

Don Clements

7 Superintendent

Type or print name and title

Paid

Print preparer's name

Preparer's signature

Date

Check ☒ if

PTIN

R. Michael Marr

R. Michael Marr

self-employed

E00211037

Preparer

Firm's name

R. Michael Marr, Accountant

Firm's EIN

93-1008533

Use Only

Firm's address

12420 SW Main St

Phone no.

503-624-2975

Tigard, OR 97223-6110

May the IRS discuss this return with the preparer shown above? (see instructions)

Yes ☐ No ☒

For Paperwork Reduction Act Notice, see the separate instructions.

Form 990 (2018)

DAA

Part III Statement of Program Service AccomplishmentsCheck if Schedule O contains a response or note to any line in this Part III ☐**1** Briefly describe the organization's mission:

Exclusively support Chehalem Park and Recreation District of Newberg, Oregon (a political subdivision) whose mission is providing recreational facilities and services to constituents.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?

If "Yes," describe these new services on Schedule O.

☐ Yes ☒ No**3** Did the organization cease conducting, or make significant changes in how it conducts, any program services?

If "Yes," describe these changes on Schedule O.

☐ Yes ☒ No**4** Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 143,219 including grants of \$ 5,716) (Revenue \$ 15,935)
 Support Chehalem Park District of Newberg, Oregon (a political subdivision) whose mission is providing recreational facilities / services to constituents

4b (Code:) (Expenses \$ N/A including grants of \$) (Revenue \$)

4c (Code:) (Expenses \$ N/A including grants of \$) (Revenue \$)

4d Other program services (Describe in Schedule O.)

(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 143,219

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A.	X	
2 Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I.		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II.		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III.		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I.	X	
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II.		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III.		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV.		X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V.		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI.		X
b Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII.		X
c Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII.		X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX.		X
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X.		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X.		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII.		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional.		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E.		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV.		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts I and IV.		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV.		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I (see instructions).		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II.		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III.		X
20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H.		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II.		X

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 27? If "Yes," complete Schedule L, Parts I and III.	X	
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J.		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a.		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		X
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I.		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I.		X
26 Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? If "Yes," complete Schedule L, Part II.		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part III.		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		X
a A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV.		X
b A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV.		X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV.		X
29 Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M.		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M.		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I.		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II.		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I.		X
34 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1.		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	X	
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2.		X
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2.		
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI.	X	
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note. All Form 990 filers are required to complete Schedule O.		X
38	X	

Part V Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response or note to any line in this Part V ☐

	Yes	No
1a Enter the number reported in Box 3 of Form 1099. Enter -0- if not applicable.		
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable.		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?		
1c		

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

	Yes	No
2a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return.	2a	0
b If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note: If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions).	2b	
3a Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a	X
b If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation in Schedule O.	3b	
4a At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a	X
b If "Yes," enter the name of the foreign country: _____ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a	X
b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b	X
c If "Yes" to line 5a or 5b, did the organization file Form 8866-T?	5c	
6a Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a	X
b If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b	
7 Organizations that may receive deductible contributions under section 170(c).		
a Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a	
b If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b	
c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c	
d If "Yes," indicate the number of Forms 8282 filed during the year.	7d	
e Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e	
f Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f	
g If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g	
h If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h	
8 Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8	
9 Sponsoring organizations maintaining donor advised funds.		
a Did the sponsoring organization make any taxable distributions under section 4966?	9a	X
b Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b	X
10 Section 501(c)(7) organizations. Enter:		
a Initiation fees and capital contributions included on Part VIII, line 12.	10a	
b Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities.	10b	
11 Section 501(c)(12) organizations. Enter:		
a Gross income from members or shareholders.	11a	
b Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b	
12a Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a	
b If "Yes," enter the amount of tax-exempt interest received or accrued during the year.	12b	
13 Section 501(c)(29) qualified nonprofit health insurance issuers:		
a Is the organization licensed to issue qualified health plans in more than one state? Note: See the instructions for additional information the organization must report on Schedule O.	13a	
b Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans.	13b	
c Enter the amount of reserves on hand.	13c	
14a Did the organization receive any payments for indoor tanning services during the tax year?	14a	X
b If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O.	14b	
15 Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see instructions and file Form 4720, Schedule N.	15	X
16 Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	16	X

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions. Check if Schedule O contains a response or note to any line in this Part VI ☒ **X**

Section A. Governing Body and Management

	Yes	No
1a Enter the number of voting members of the governing body at the end of the tax year. If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.	1a 5	
b Enter the number of voting members included in line 1a, above, who are independent	1b 0	
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?		X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?		X
5 Did the organization become aware during the year of a significant diversion of the organization's assets?		X
6 Did the organization have members or stockholders?		X
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?		X
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?		X
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
a The governing body?	X	
b Each committee with authority to act on behalf of the governing body?	X	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
10a Did the organization have local chapters, branches, or affiliates?		X
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	X	
b Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
12a Did the organization have a written conflict of interest policy? If "No," go to line 13		X
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?		
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done		
13 Did the organization have a written whistleblower policy?		X
14 Did the organization have a written document retention and destruction policy?		X
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a The organization's CEO, Executive Director, or top management official	X	
b Other officers or key employees of the organization	X	
If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).		
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed: ☐ OR
- 18 Section 5104 requires an organization to make its Forms 1023 (1024 or 1024-A if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply:
☐ Own website ☐ Another's website ☒ Upon request ☐ Other (explain in Schedule O)
- 19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20 State the name, address, and telephone number of the person who possesses the organization's books and records: **Don Clements**
Newberg 125 S. Elliott Road
OR 97132 503-554-0283

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent ContractorsCheck if Schedule O contains a response or note to any line in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's current officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
 - List all of the organization's current key employees, if any. See instructions for definition of "key employee."
 - List the organization's five current highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
 - List all of the organization's former officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
 - List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.
- List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☒ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) Don Loving	2.00									
2 Vice President	0.00	X						0	0	0
(2) Mike Ragsdale	2.00									
5 Director	0.00	X						0	0	0
(3) Bart Rierson	2.00									
1 President	0.00	X						0	0	0
(4) Lisa Rogers	2.00									
6 Director	0.00	X						0	0	0
(5) Peter Siderius	2.00									
3 Secretary/Treasurer	0.00	X						0	0	0
(6) Don Clements	10.00									
7 Superintendent	0.00			X				0	0	0
(7)										
(8)										
(9)										
(10)										
(11)										

Part VIII Statement of RevenueCheck if Schedule O contains a response or note to any line in this Part VIII ☐

		(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
Contributions, Gifts, Grants and Other Similar Amounts	1a Federated campaigns	1a			
	b Membership dues	1b			
	c Fundraising events	1c			
	d Related organizations	1d			
	e Government grants (contributions)	1e			
	f All other contributions, gifts, grants, and similar amounts not included above	1f	129,247		
	g Total. Add lines 1a-1f		129,247		
Program Service Revenue	2a CPBD Sports TVTEL	Busn. Code	11,453		11,453
	b CPBD Sports Lacrosse		4,480		4,480
	c Rounding Adjustment		2		2
	d				
	e				
	f All other program service revenue				
	g Total. Add lines 2a-2f		15,935		
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)		86	86	
	4 Income from investment of tax-exempt bond proceeds				
	5 Royalties				
	6a Gross rents	(i) Real (ii) Personal			
	b Less: rental exps.				
	c Rental inc. or (loss)				
	d Net rental income or (loss)				
	7a Gross amount from sales of assets, other than inventory	(i) Securities (ii) Other			
	b Less: cost or other basis & sales exps.				
	c Gain or (loss)				
	d Net gain or (loss)				
	8a Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18	a			
	b Less: direct expenses	b			
	c Net income or (loss) from fundraising events				
	9a Gross income from gaming activities. See Part IV, line 19	a			
b Less: direct expenses	b				
c Net income or (loss) from gaming activities					
10a Gross sales of inventory, less returns and allowances	a				
b Less: cost of goods sold	b				
c Net income or (loss) from sales of inventory					
Miscellaneous Revenue		Busn. Code			
11a Chehalem Park & Recreation Di	250000	250,000	250,000		
b					
c					
d All other revenue					
e Total. Add lines 11a-11d		250,000			
12 Total revenue. See instructions.		395,268	250,086	0	15,935

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).
Check if Schedule O contains a response or note to any line in this Part IX ☐

Do not include amounts reported on lines 8b, 7b, 8b, 9b, and 10b of Part VIII.

	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22	5,716	5,716		
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 18				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages				
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes				
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.				
12 Advertising and promotion				
13 Office expenses	95		95	
14 Information technology				
15 Royalties				
16 Occupancy				
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization				
23 Insurance				
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a CPRD Park	84,001	84,001		
b CPRD Pool	53,243	53,243		
c CPRD Sports TVYFL	260	260		
d Rounding Adjustment	-1	-1		
e All other expenses				
25 Total functional expenses. Add lines 1 through 24e	143,314	143,219	95	0
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash—non-interest bearing		1	
	2 Savings and temporary cash investments	28,377	2	280,331
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net		4	
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L.		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L.		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges		9	
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D.	10a		
	b Less: accumulated depreciation	10b	10c	
	11 Investments—publicly traded securities		11	
	12 Investments—other securities. See Part IV, line 11.		12	
	13 Investments—program-related. See Part IV, line 11.		13	
	14 Intangible assets		14	
15 Other assets. See Part IV, line 11.		15		
16 Total assets. Add lines 1 through 15 (must equal line 34).	28,377	16	280,331	
Liabilities	17 Accounts payable and accrued expenses		17	
	18 Grants payable		18	
	19 Deferred revenue		19	
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D.		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L.		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D.		25	
	26 Total liabilities. Add lines 17 through 25.	0	26	0
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34:			
	27 Unrestricted net assets	28,377	27	280,331
	28 Temporarily restricted net assets		28	
	29 Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
33 Total net assets or fund balances	28,377	33	280,331	
34 Total liabilities and net assets/fund balances	28,377	34	280,331	

Part XI Reconciliation of Net AssetsCheck if Schedule O contains a response or note to any line in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	395,268
2	Total expenses (must equal Part IX, column (A), line 25)	2	143,314
3	Revenue less expenses. Subtract line 2 from line 1	3	251,954
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	28,377
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	280,331

Part XII Financial Statements and ReportingCheck if Schedule O contains a response or note to any line in this Part XII ☐

- 1 Accounting method used to prepare the Form 990: ☒ Cash ☐ Accrual ☐ Other
If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.
- 2a Were the organization's financial statements compiled or reviewed by an independent accountant?
If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:
☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis
- b Were the organization's financial statements audited by an independent accountant?
If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:
☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis
- c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.
- 3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?
- b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits.

	Yes	No
2a		X
2b		X
2c		
3a		X
3b		

Form 990 (2018)

SCHEDULE A
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2018

Open to Public Inspection

Name of the organization

CHEHALEM PARK FOUNDATION

Employer identification number

93-0843837

Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i).
- 2 ☐ A school described in section 170(b)(1)(A)(ii). (Attach Schedule E (Form 990 or 990-EZ).)
- 3 ☐ A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii).
- 4 ☐ A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state: _____
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in section 170(b)(1)(A)(iv). (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v).
- 7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi). (Complete Part II.)
- 8 ☐ A community trust described in section 170(b)(1)(A)(vi). (Complete Part II.)
- 9 ☐ An agricultural research organization described in section 170(b)(1)(A)(ix) operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 ☐ An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2). (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See section 509(a)(4).
- 12 ☒ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). See section 509(a)(3). Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
 - a ☐ Type I. A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. You must complete Part IV, Sections A and B.
 - b ☒ Type II. A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). You must complete Part IV, Sections A and C.
 - c ☐ Type III functionally integrated. A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). You must complete Part IV, Sections A, D, and E.
 - d ☐ Type III non-functionally integrated. A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). You must complete Part IV, Sections A and D, and Part V.
 - e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
 - f Enter the number of supported organizations _____
 - g Provide the following information about the supported organization(s).

1

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A) Chehalem Park & Recreation District	93-0562211	6	X		143,219	0
(B)						
(C)						
(D)						
(E)						
Total					143,219	0

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule A (Form 990 or 990-EZ) 2018

Part II**Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")				177,485	129,247	306,732
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3				177,485	129,247	306,732
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 1f, column (f)						
6 Public support. Subtract line 5 from line 4						306,732

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
7 Amounts from line 4				177,485	129,247	306,732
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10				49,762	250,000	299,762
12 Gross receipts from related activities, etc. (see instructions)						696,494
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here					12	250,176

Section C. Computation of Public Support Percentage

14 Public support percentage for 2018 (line 6, column (f) divided by line 11, column (f))	14	50.57%
15 Public support percentage from 2017 Schedule A, Part II, line 14	15	78.10%
16a 33 1/3% support test—2018. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input checked="" type="checkbox"/>
b 33 1/3% support test—2017. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
17a 10%-facts-and-circumstances test—2018. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 10%-facts-and-circumstances test—2017. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions		<input type="checkbox"/>

Part II Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets. (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						
14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

15 Public support percentage for 2018 (line 8, column (f), divided by line 13, column (f))	15	%
16 Public support percentage from 2017 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2018 (line 10c, column (f), divided by line 13, column (f))	17	%
18 Investment income percentage from 2017 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests—2018. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization. ☐

b 33 1/3% support tests—2017. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization. ☐

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions. ☐

Part VII Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

1. Are all of the organization's supported organizations listed by name in the organization's governing documents? If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.
2. Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).
- 3a. Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If "Yes," answer (b) and (c) below.
- b. Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If "Yes," describe in Part VI when and how the organization made the determination.
- c. Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If "Yes," explain in Part VI what controls the organization put in place to ensure such use.
- 4a. Was any supported organization not organized in the United States ("foreign supported organization")? If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.
- b. Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.
- c. Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.
- 5a. Did the organization add, substitute, or remove any supported organizations during the tax year? If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).
- b. Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?
- c. Substitutions only. Was the substitution the result of an event beyond the organization's control?
6. Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If "Yes," provide detail in Part VI.
7. Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).
8. Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).
- 9a. Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If "Yes," provide detail in Part VI.
- b. Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If "Yes," provide detail in Part VI.
- c. Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If "Yes," provide detail in Part VI.
- 10a. Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If "Yes," answer 10b below.
- b. Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)

	Yes	No
1	X	
2		X
3a	X	
3b	X	
3c		X
4a		X
4b		
4c		
5a		X
5b		
5c		
6		X
7		X
8		X
9a		X
9b		X
9c		X
10a		X
10b		

Part IV Supporting Organizations (continued)

11. Has the organization accepted a gift or contribution from any of the following persons?
- a. A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?
 - b. A family member of a person described in (a) above?
 - c. A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in Part VI.

	Yes	No
11a		X
11b		X
11c		X

Section B. Type I Supporting Organizations

1. Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.
2. Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.

	Yes	No
1		
2		

Section C. Type II Supporting Organizations

1. Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).

	Yes	No
1		X

Section D. All Type III Supporting Organizations

1. Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year; (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?
2. Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).
3. By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.

	Yes	No
1		
2		
3		

Section E. Type III Functionally-Integrated Supporting Organizations

1. Check the box next to the method that the organization used to satisfy the integral Part Test during the year (see instructions).
- a. ☐ The organization satisfied the Activities Test. Complete line 2 below.
 - b. ☐ The organization is the parent of each of its supported organizations. Complete line 3 below.
 - c. ☐ The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).

2. Activities Test. Answer (a) and (b) below.

- a. Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.
- b. Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.
3. Parent of Supported Organizations. Answer (a) and (b) below.
- a. Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI.
 - b. Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.

	Yes	No
2a		
2b		
3a		
3b		

Part III Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

- 1 ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part IV). See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income

		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount

		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI)		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount

			Current Year
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions	Current Year
1 Amounts paid to supported organizations to accomplish exempt purposes	
2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3 Administrative expenses paid to accomplish exempt purposes of supported organizations	
4 Amounts paid to acquire exempt-use assets	
5 Qualified set-aside amounts (prior IRS approval required)	
6 Other distributions (describe in Part VI). See instructions.	
7 Total annual distributions. Add lines 1 through 6.	
8 Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	
9 Distributable amount for 2018 from Section C, line 6	
10 Line 8 amount divided by line 9 amount	

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2018	(iii) Distributable Amount for 2018
1 Distributable amount for 2018 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2018 (reasonable cause required-explain in Part VI). See instructions.			
3 Excess distributions carryover, if any, to 2018			
a From 2013			
b From 2014			
c From 2015			
d From 2016			
e From 2017			
f Total of lines 3a through e			
g Applied to underdistributions of prior years			
h Applied to 2018 distributable amount			
i Carryover from 2013 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
4 Distributions for 2018 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2018 distributable amount			
c Remainder. Subtract lines 4a and 4b from 4.			
5 Remaining underdistributions for years prior to 2018, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.			
6 Remaining underdistributions for 2018. Subtract lines 3h and 4b from line 4. For result greater than zero, explain in Part VI. See instructions.			
7 Excess distributions carryover to 2019. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2014			
b Excess from 2015			
c Excess from 2016			
d Excess from 2017			
e Excess from 2018			

Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Part IV, Section A, Line 3b - Determination Made by Organization

Internal Revenue Service determination

Part IV, Section C, Line 1 - How Management Was Vested

Organization provided improvements to recreational area for constituents and support for activities. Area is owned and operated by Chehalem Park and Recreation District of Newberg, Oregon.

Schedule B(Form 990, 990-EZ,
or 990-PF)Department of the Treasury
Internal Revenue Service**Schedule of Contributors**▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.
▶ Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2018

Name of the organization

Employer identification number

CHEHALEM PARK FOUNDATION

93-0843837

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

☒ 501(c)(3) (enter number) organization☐ 4947(a)(1) nonexempt charitable trust not treated as a private foundation☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the General Rule or a Special Rule.

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

- ☐ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- ☒ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 exclusively for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions exclusively for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an exclusively religious, charitable, etc., purpose. Don't complete any of the parts unless the General Rule applies to this organization because it received nonexclusively religious, charitable, etc., contributions totaling \$5,000 or more during the year.

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it must answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

For Paperwork Reduction Act Notice, see the instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990, 990-EZ, or 990-PF) (2018)

Name of organization:

CHEHALEM PARK FOUNDATION

Employer identification number

93-0843837

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1		\$ 10,000	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2		\$ 40,283	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3		\$ 6,600	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
4		\$ 40,000	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
5		\$ 22,811	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

**SCHEDULE D
(Form 990)**Department of the Treasury
Internal Revenue Service

Name of the organization:

Supplemental Financial StatementsComplete if the organization answered "Yes" on Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
Attach to Form 990.Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2018Department of the Treasury
Internal Revenue Service

Employer identification number

CHEHALEM PARK FOUNDATION**93-0843837****Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.**
Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)	128,827	
3 Aggregate value of grants from (during year)	5,716	
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Part II Conservation Easements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply): <input type="checkbox"/> Preservation of land for public use (e.g., recreation or education) <input type="checkbox"/> Protection of natural habitat <input type="checkbox"/> Preservation of open space <input type="checkbox"/> Preservation of a historically important land area <input type="checkbox"/> Preservation of a certified historic structure	
2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.	
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register	2d
3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year.	
4 Number of states where property subject to conservation easement is located	
5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year	
7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year	
8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.	

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.
Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII, the text of the footnote to its financial statements that describes these items.	
b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items: (i) Revenue included on Form 990, Part VIII, line 1 (ii) Assets included in Form 990, Part X	
2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items: a Revenue included on Form 990, Part VIII, line 1 b Assets included in Form 990, Part X	

or Paperwork Reduction Act Notice, see the instructions for Form 990.

Schedule D (Form 990) 2018

Part II Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

a ☐ Public exhibition

b ☐ Scholarly research

c ☐ Preservation for future generations

d ☐ Loan or exchange programs

e ☐ Other

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

	Amount
1c Beginning balance	
1d Additions during the year	
1e Distributions during the year	
1f Ending balance	

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII.

Part V Endowment Funds.

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

a Board designated or quasi-endowment ☐ %

b Permanent endowment ☐ %

c Temporarily restricted endowment ☐ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

(i) unrelated organizations

(ii) related organizations

	Yes	No
3a(i)		
3a(ii)		
3b		

b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements				
d Equipment				
e Other				

Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)

Part VII Investments—Other Securities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other:		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 12.) ▶		

Part VIII Investments—Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 13.) ▶		

Part IX Other Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.) ▶	

Part X Other Liabilities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.) ▶	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII ☐

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

SCHEDULE I
(Form 990)Department of the Treasury
Internal Revenue Service**Grants and Other Assistance to Organizations,
Governments, and Individuals in the United States**
Complete if the organization answered "Yes" on Form 990, Part IV, line 21 or 22.
▶ Attach to Form 990.

OMB No. 1545-0047

2018Open to Public
Inspection▶ Go to www.irs.gov/Form990 for the latest information.

Name of the organization

CHEHALEM PARK FOUNDATION

Employer identification number

93-0843837

Part I **General Information on Grants and Assistance**

1 Does the organization maintain records to substantiate the amount of the grants or assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance?

2 Describe in Part IV the organization's procedures for monitoring the use of grant funds in the United States.

Yes ☒ No ☐**Part II** **Grants and Other Assistance to Domestic Organizations and Domestic Governments.** Complete if the organization answered "Yes" on Form 990, Part IV, line 21, for any recipient that received more than \$5,000. Part II can be duplicated if additional space is needed.

1	(a) Name and address of organization or government	(b) EIN	(c) IRC section (if applicable)	(d) Amount of cash grant	(e) Amount of non-cash assistance	(f) Method of valuation (book, FMV, appraisal, other)	(g) Description of non-cash assistance	(h) Purpose of grant or assistance
(1)								
(2)								
(3)								
(4)								
(5)								
(6)								
(7)								
(8)								
(9)								

2 Enter total number of section 501(c)(3) and government organizations listed in the line 1 table

3 Enter total number of other organizations listed in the line 1 table

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule I (Form 990) (2018)

DAA

Part III Grants and Other Assistance to Domestic Individuals. Complete if the organization answered "Yes" on Form 990, Part IV, line 22.
 Part III can be duplicated if additional space is needed.

(a) Type of grant or assistance	(b) Number of recipients	(c) Amount of cash grant	(d) Amount of noncash assistance	(e) Method of valuation (book, FMV, appraisal, other)	(f) Description of noncash assistance
1 Participation Scholarship		5,716			
2					
3					
4					
5					
6					
7					

Part IV Supplemental Information. Provide the information required in Part I, line 2; Part III, column (b); and any other additional information.

Part I, line 2 - Procedures for Monitoring the Use of Grant Funds
 Chehallem Park Foundation provides Participation Scholarships based on need to persons / children wishing to participate in activities year around sponsored by Chehallem Park and Recreation District. Chehallem Park Foundation maintains comprehensive records of recipients. All Scholarships are nominal in value and relate to Chehallem Park and Recreation District activities. There are no cash disbursements to individuals.

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Name of the organization

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Go to www.irs.gov/Form990 for the latest information.

OMB No: 1545-0047

2018

Open to Public
Inspection

Employer identification number

93-0843837

CHEHALEM PARK FOUNDATION

Form 990, Part VI, Line 11b - Organization's Process to Review Form 990

Draft of Form 990, Schedules and attachments are reviewed by Board of
Directors and Staff prior to submission.

Form 990, Part VI, Line 19 - Governing Documents Disclosure Explanation
Upon Request

SCHEDULE R
(Form 990)

Related Organizations and Unrelated Partnerships

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 33, 34, 35b, 36, or 37.
▶ Attach to Form 990.

Department of the Treasury
Internal Revenue Service

Name of the organization

CHEHALEM PARK FOUNDATION

Part I Identification of Disregarded Entities. Complete if the organization answered "Yes" on Form 990, Part IV, line 33.

(1) Name, address, and EIN (if applicable) of disregarded entity	(2) Primary activity	(3) Legal domicile (state or foreign country)	(4) Total income	(5) End-of-year assets	(6) Direct controlling entity
(1)					
(2)					
(3)					
(4)					
(5)					

Part II Identification of Related Tax-Exempt Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related tax-exempt organizations during the tax year.

(1) Name, address, and EIN of related organization	(2) Primary activity	(3) Legal domicile (state or foreign country)	(4) Exempt Code section	(5) Public charity status (if section 501(c)(3))	(6) Direct controlling entity	(7) Section 512(b)(13) controlled entity?
(1) Chehalem Park & Recreation District 125 S. Elliott Road Newberg OR 97132 93-0562211		OR		6	N/A	Yes No X
(2)						
(3)						
(4)						
(5)						

Part IV Identification of Related Organizations Taxable as a Partnership. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a partnership during the tax year.

(1) Name, address, and EIN of related organization	(2) Primary activity	(3) Legal domicile (state or foreign country)	(4) Direct controlling entity	(5) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(6) Share of total income	(7) Share of end-of-year assets	(8) Disproportionate allocations		(9) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(10) General or managing partner?	(11) Percentage ownership
							Yes	No		Yes	No
(1)											
(2)											
(3)											
(4)											

Part V Identification of Related Organizations Taxable as a Corporation or Trust. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a corporation or trust during the tax year.

(1) Name, address, and EIN of related organization	(2) Primary activity	(3) Legal domicile (state or foreign country)	(4) Direct controlling entity	(5) Type of entity (C corp, S corp, or trust)	(6) Share of total income	(7) Share of end-of-year assets	(8) Percentage ownership	(9) Section 521(b)(13) controlled entity?
(1)								
(2)								
(3)								
(4)								

Part IV Transactions With Related Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, 35b, or 36.

Notes: Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

1. During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?

- a. Receipt of (i) interest, (ii) annuities, (iii) royalties, or (iv) rent from a controlled entity
- b. Gift, grant, or capital contribution to related organization(s)
- c. Gift, grant, or capital contribution from related organization(s)
- d. Loans or loan guarantees to or for related organization(s)
- e. Loans or loan guarantees by related organization(s)

f. Dividends from related organization(s)

g. Sale of assets to related organization(s)

h. Purchase of assets from related organization(s)

i. Exchange of assets with related organization(s)

j. Lease of facilities, equipment, or other assets to related organization(s)

k. Lease of facilities, equipment, or other assets from related organization(s)

l. Performance of services or membership or fundraising solicitations for related organization(s)

m. Performance of services or membership or fundraising solicitations by related organization(s)

n. Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)

o. Sharing of paid employees with related organization(s)

p. Reimbursement paid to related organization(s) for expenses

q. Reimbursement paid by related organization(s) for expenses

r. Other transfer of cash or property to related organization(s)

s. Other transfer of cash or property from related organization(s)

2. If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

(a) Name of related organization	(b) Transaction type (a-e)	(c) Amount involved	(d) Method of determining amount involved
(1) Chehallem Park & Rec Distr.	S	250,000	General ledger / Bank Sta
(2) Chehallem Park & Rec Distr.	I	143,219	General ledger / Bank Sta
(3)			
(4)			
(5)			
(6)			

Part IV. Unrelated Organizations Taxable as a Partnership. Complete if the organization answered "Yes" on Form 990, Part IV, line 37.

Provide the following information for each entity taxed as a partnership through which the organization conducted more than five percent of its activities (measured by total assets or gross revenue) that was not a related organization. See instructions regarding exclusion for certain investment partnerships.

(1) Name, address, and EIN of entity	(2) Primary activity	(3) Legal domicile (state or foreign country)	(4) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(5) Are all partners section 501(c)(3) organizations?		(6) Share of total income	(7) Share of end-of-year assets	(8) Disproportionate allocations?		(9) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(10) General or managing partner?		(11) Percentage ownership
				Yes	No			Yes	No		Yes	No	
(1)													
(2)													
(3)													
(4)													
(5)													
(6)													
(7)													
(8)													
(9)													
(10)													
(11)													

Supplemental Information.

Provide additional information for responses to questions on Schedule R. See instructions.

Schedule R - Group Exemption Relationships

Selected Members of the Chehalem Park and Recreation District Board of Directors, and the Chehalem Park and Recreation District Superintendant, serve without compensation as the Chehalem Park Foundation Board of Directors.

Form 990 - Federal General Footnote**Description**

In year 2017, there was an inadvertant distribution to Chehalem Park and Recreation District in the amount of \$ 250,000.00. Since there were no loan documents to support the distribution, it was posted to the organization books, and to the 2017 Form 990, simply as a distribution and no record of Accounts Receivable was recognized.

On July 23, 2018, the \$ 250,000.00 was returned to the organization by Chehalem Park and Recreation District. For reasons supported in paragraph one, this return of funds is recognized as "Other income".

Section II. Fee Calculation

9.	Total Revenue (From Line 12 (current year) on Form 990; Line 1 on Form 990-EZ; Part I, Line 12a on Form 990-PF; Line 9 on Form 1041; or see the CT-12 instructions if no federal tax return was prepared or a Form 990-N was filed. Attach explanation if Total Revenue is \$0.)	9.	395,268																
10.	Revenue Fee (See chart below. Minimum fee is \$20, even if total revenue is a negative amount.) Amount on Line 8	10.	200																
<table border="1"> <thead> <tr> <th>Amount on Line 8</th> <th>Revenue Fee</th> </tr> </thead> <tbody> <tr> <td>\$0</td> <td>\$20</td> </tr> <tr> <td>\$25,000</td> <td>\$50</td> </tr> <tr> <td>\$50,000</td> <td>\$90</td> </tr> <tr> <td>\$100,000</td> <td>\$150</td> </tr> <tr> <td>\$250,000</td> <td>\$200</td> </tr> <tr> <td>\$500,000</td> <td>\$300</td> </tr> <tr> <td>\$1,000,000 or more</td> <td>\$400</td> </tr> </tbody> </table>				Amount on Line 8	Revenue Fee	\$0	\$20	\$25,000	\$50	\$50,000	\$90	\$100,000	\$150	\$250,000	\$200	\$500,000	\$300	\$1,000,000 or more	\$400
Amount on Line 8	Revenue Fee																		
\$0	\$20																		
\$25,000	\$50																		
\$50,000	\$90																		
\$100,000	\$150																		
\$250,000	\$200																		
\$500,000	\$300																		
\$1,000,000 or more	\$400																		
11.	Net Assets or Fund Balances at End of the Reporting Period (From Line 22 (end of year) on Form 990; Line 21 on Form 990-EZ; or Part III, Line 8 on Form 990-PF; or see the CT-12 instructions to calculate.)	11.	280,331																
12.	Net Fixed Assets Used to Conduct Charitable Activities (Generally, from Part X, Line 10 on Form 990; Line 22B on Form 990-EZ; or Part II, Line 14b on Form 990-PF; or see the CT-12 instructions to calculate. See the CT-12 instructions if organization owns income-producing assets.)	12.	0																
13.	Amount Subject to Net Assets or Fund Balances Fee (Line 11 minus Line 12. If Line 11 minus Line 12 is less than \$50,000, write \$0.)	13.	280,331																
14.	Net Assets or Fund Balances Fee (Line 13 multiplied by .0001. If the fee is less than \$5, enter \$0. Not to exceed \$2,000. Round cents to the nearest whole dollar.)	14.	28																
15.	Are you filing this report late? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, the late fee is a minimum of \$20. You may owe more depending on how late the report is. See instruction 16 for additional information or contact the Charitable Activities Section at (971) 673-1880 to obtain late fee amount.)	15.	20																
16.	Total Amount Due (Add Lines 10, 14, and 15. Make check payable to the Oregon Department of Justice.)	16.	248																
<p>Attach a copy of the organization's federal 990 or other return and all supporting schedules and attachments that were filed with the IRS, except that Form 990 & 990EZ filers do not need to attach a copy of their Schedule B. Also, if the organization did not file with the IRS or filed a 990-N, but had Total Revenue of \$50,000 or more, or Net Assets or Fund Balances of \$100,000 or more, see the instructions as the organization may be required to complete certain IRS forms for Oregon purposes only. If the attached return was not filed with the IRS, then mark any such return as "For Oregon Purposes Only." If your organization files IRS Form 990-N (e-Postcard), please attach a copy if available.</p>																			
Please Sign Here	<p>Under penalties of perjury, I declare that I am an officer/director of the organization. I have examined this return, including all accompanying forms, schedules, and attachments, and to the best of my knowledge and belief, it is true, correct, and complete.</p> <p><i>Don Clements</i> Signature of officer <u>Don Clements</u> Officer's name (printed)</p> <p><u>11/13/2019</u> Date 125 S. Elliott Road, Newberg, OR 97132 Address (503) 554-0283 Phone</p> <p><u>Superintendent</u> Title</p>																		
Paid Preparer's Use Only	<p>→</p> <p><u>R. Michael Marr</u> Preparer's signature R. Michael Marr Preparer's name (printed)</p> <p><u>(503) 624-2975</u> Phone 12420 SW Main Street, Tigard, OR 97223 Address</p>																		

Line-by-line instructions for completing the annual report form can be found at <https://www.doj.state.or.us/charitable-activities/annual-reporting-for-charities/file-your-annual-report>. If you click the appropriate link for this year's form, the instructions are included in that document. If you would like us to send a copy of the instructions, please call us at 971-673-1880 or send an email to charitable.activities@doj.state.or.us.

Form

CT-12

For Oregon Charities

For Accounting Periods Beginning In:

2018Charitable Activities Section
Oregon Department of Justice100 SW Market Street
Portland, OR 97201-5702Email: charitable.activities@doj.state.or.us
Website: http://www.doj.state.or.usVOICE (971) 673-1880
TTY (800) 735-2900
FAX (971) 673-1882You can now file reports and
pay by credit card using our
online form at
[https://justice.oregon.gov/
paymentportal/Account/Login](https://justice.oregon.gov/paymentportal/Account/Login)**Section I. General Information**Cross Through Incorrect Items and Correct Here:
(See instructions for change of name or accounting period.)

Registration #: 38864

Organization Name: Chehalam Park Foundation

Address: 125 S. Elliott Rd.

City, State, Zip: Newberg, Oregon 97132

Phone: (503) 554-0283

Fax: (503) 538-8668

Email: smontoya@cprdnwberg.org

Amended
Report? ☐

Period Beginning: 01/01/18

Period Ending: 12/31/18

2. Did a certified public accountant audit your financial records? - If yes, attach a copy of the auditor's report, financial statements, accompanying notes, schedules, or other documents supplementing the report or financial statements. ☐ Yes ☒ No
3. Is the organization a party to a contract involving person-to-person, advertising, vending machine or telephone fund-raising in Oregon? ☐ Yes ☒ No
If yes, write the name of the fund-raising firm(s) who conducts the campaign(s):
4. Has the organization or any of its officers, directors, trustees, or key employees ever signed a voluntary agreement with any government agency, such as a state attorney general, secretary of state, or local district attorney, or been a party to legal action in any court or administrative agency regarding charitable solicitation, administration, management, or fiduciary practices? If yes, attach explanation of each such agreement or action. See instructions. ☐ Yes ☒ No
5. During this reporting period, did the organization amend its articles of incorporation, bylaws, or trust documents, OR did the organization receive a determination or revocation letter from the Internal Revenue Service relating to its tax-exempt status? If yes, attach a copy of the amended document or letter. ☐ Yes ☒ No
6. Is the organization ceasing operations and is this the final report? (If yes, see instructions on how to close your registration.) ☐ Yes ☒ No
7. Provide contact information for the person responsible for retaining the organization's records:

Name	Position	Phone	Mailing Address & Email Address
Shy Montoya	Administrative Coordinator	(503) 554-0283	125 S. Elliott Rd Newberg, Oregon 97132 smontoya@cprdnwberg.org

8. List of Officers, Directors, Trustees and Key Employees - List each person who held one of these positions at any time during the year even if they did not receive compensation. Attach additional sheets if necessary. If an attached IRS form includes substantially the same compensation information, the phrase "See IRS Form" may be entered in lieu of completing that section. (Oregon law requires a minimum of three directors for nonprofit corporations.)

(A) Name, mailing address, daytime phone number and email address		(B) Title & average weekly hours devoted to position	(C) Compensation (enter \$0 if position unpaid)
Name:	Pete Siderius	Secretary/Treasurer	0
Address:	125 S. Elliott Rd, Newberg, OR 97132		
Phone:	(503) 554-0283	2	
Email:	siderius@newberg.k12.or.us		
Name:	Bart Rierson	President	0
Address:	125 S. Elliott Rd, Newberg, OR 97132		
Phone:	(503) 554-0283	2	
Email:	brierion@cprdnwberg.org		
Name:	Don Loving	Vice President	0
Address:	125 S. Elliott Rd, Newberg, OR 97132		
Phone:	(503) 554-0283	2	
Email:	N/A		

Form Continued on Reverse Side

Attachment to 2018 Form CT-12

List of Officers, Directors, Trustees and Key Employees

Name, mailing address daytime phone # and email address	Title Hrs/Wk	Compensation
Mike Ragsdale 125 S. Elliott Rd, Newberg, OR 97132 (503) 554-0283 mike@newbergdowntown.org	Director 2	\$ 0.00
Lisa Rogers 125 S. Elliott Rd, Newberg, OR 97132 (503) 554-0283 N/A	Director 2	\$ 0.00
Don Clements 125 S. Elliott Rd, Newberg, OR 97132 (503) 554-0283 dclements@cpdnewberg.org	Superintendent 10	\$ 0.00



2018 Form CT-12 Instructions

You can now complete and file reports online at <https://justice.oregon.gov/paymentportal/Account/Login>

General Instructions

Purpose

Oregon law charges the Attorney General with the duty and responsibility to represent the public's interest in connection with assets held for charitable purposes. The Attorney General carries out this responsibility by requiring organizations holding such assets to register and file periodic financial reports.

Once submitted, this Form and all attachments become a part of the public record. Any interested person may examine or obtain a copy of an annual report of a charitable organization by contacting the Charitable Activities Section. Reports can also be viewed on our website at <https://justice.oregon.gov/Charities>.

Who Must File

All organizations registered with the Charitable Activities Section of the Oregon Department of Justice must annually file Form CT-12, CT-12F, or CT-12S unless the Attorney General has specifically exempted the organization from the reporting requirements.

What Form to File

File Form CT-12 if the organization is incorporated or organized in Oregon.

File Form CT-12F if the organization is incorporated or organized outside of Oregon. The Charitable Activities Section does not accept multi-state annual report forms in lieu of a completed Form CT-12F.

File Form CT-12S if the organization is a split-interest trust that holds assets for the benefit of both charitable and non-charitable beneficiaries.

If the organization does not fit within any of the above categories, file Form CT-12.

The Form year should match the starting year of the fiscal period covered by the report.

Due Date

The Form, all required attachments, and schedules, and payment of fees are due in the

Charitable Activities Section's office no later than 4 months and 15 days after the end of the organization's fiscal year. If the due date falls on a weekend or legal holiday, the due date is the next business day.

The Charitable Activities Section does not use the postmark date to determine whether an organization has filed timely. Instead, filings are considered timely if they are physically received within 5 business days after the due date. All filings received more than 5 business days after the due date will be assessed a late charge. See Instruction 15 Late Fees.

Extensions for Filing

An organization may apply for an extension of time to file. Extension requests must be received on or before the due date of the report to avoid a late fee. The maximum available extension period is 180 days. An extension to file is also an extension to pay any associated fees. Therefore, estimated payments should not be included with extension requests.

Extensions may be requested through the Department of Justice website at <https://justice.oregon.gov/Charities/Extensions>. Follow the instructions carefully to ensure that the Charitable Activities Section receives your request. Please contact our office if you have any questions or are experiencing difficulties with your online request.

The organization may also submit a written request or a copy of the organization's federal extension request (IRS Form 8868) so long as the Charitable Activities Section receives the request or copy before the due date of the report. The organization's 4 or 5-digit registration number should be noted on the top of all extension requests. If you would like acknowledgement that your extension request has been received, you should enclose an additional copy of the request and a self-addressed, stamped envelope.

The Charitable Activities Section will not provide formal notice that the organization's extension request has been approved. Instead, the organization should assume that its extension request has been granted unless you hear otherwise from our office. In the event your request is denied, to avoid a late fee, the annual report must be submitted by the later of the due date or within 10 days after the organization receives notice of denial of the requested extension.

Important Note—An extension request filed with the IRS or the Oregon Department of Revenue does NOT act as an extension with the Charitable Activities Section unless a copy is submitted to the Charitable Activities Section by the due date.

Record Keeping

Please retain a copy of this report and all supporting documentation for at least five years after the due date.

Rounding and Blank Lines

Round all amounts on the report to the nearest whole dollar. Drop amounts under 50 cents and increase amounts from 50 to 99 cents to the next whole dollar. If the amount is zero write "\$0."

Do not leave any line blank.

Important Reminders

Don't lose your tax-exempt status. Most tax-exempt organizations other than churches must file a yearly return with the IRS. Very small organizations are required to file IRS Form 990-N, also known as the e-Postcard. The IRS is required by law to revoke the tax-exempt status of any organization that has failed to file a required return for three consecutive years.

Please refer to <http://www.irs.gov/eo> for more information about these requirements.

Important information regarding Social Security numbers (SSNs). Forms submitted to this office become a public record. In order to protect the privacy of named individuals, you should redact any SSNs (if used) from copies of any IRS forms submitted. Although we endeavor to redact social security numbers from any forms we receive, we request your assistance in safeguarding this information by not including it in your submission.

Online Filing Option

The Department has a new online filing option if you would like to complete and file your report electronically and pay via credit card. For additional information, visit <https://www.doj.state.or.us/charitable-activities/annual-reporting-for-charities/file-your-annual-report/>

