

Golf Clubhouse Committee Minutes - 5:30 PM June 9, 2025

CPRD CLUBHOUSE ADVISORY COMMITTEE

CHEHALEM ADMINISTRATION OFFICE

125 S. ELLIOTT ROAD NEWBERG, OREGON

5:30 PM June 9, 2025

Mission Statement: The Committee's goal is to provide well-researched recommendations that reflect the community's vision for a state-of-the-art facility, promote inclusivity, and support the long-term sustainability of the Chehalem Glenn Golf Course. Through transparent and collaborative efforts, the Committee aims to create a welcoming and functional space that fosters community engagement and enjoyment for years.

I. Call to order

II. Pledge of Allegiance - **Done**

III. Roll Call – **Roger, Tony, Robert, Joe, Tom and Corey Via Zoom. Board Lasion - Jim McMaster**

IV. Approval of or Additions to the Agenda

V. Approve Minutes from May 12, 2025, Meeting - approval

a. approval of April 14th minutes as well

VI. Public Participation

a. Comments from Public - **none**

VII. Action Items/Committee Reports

a. Welcome new committee member – Cory Asbell

b. Discuss final report to CPRD Board

1) Final report not finished, just trying to be formatted correctly so it can be presented to CPRD Board. Robert has binder with report findings with physical notes that need to be transcribed and added to the report. 6/26 is the next Board Meeting, preference to get the report before 6/17 so it can be added to the Board Meeting agenda, going to work with Kat to get digital copies so it can be listed for the public to see and have access to it. Trying to coordinate, Richard is suggesting that this should be a digital file and not a scanned document.

c. Discuss Phase 2 of the Committee

- 1) Committee looking to understand the next Phase and Is there anything to expect on our end. Clay, and staff, is looking to have the RFP for the Feasibility Study out by the end of month and have a consultant selected by September 1st. Jim doesn't want the dates to be concrete and solid because these things are fluid. The RFP will be made and sent out by the staff, but the RFP will not be involved in drafting the RFP for this.

Clay says that the any suggestions and comments will be taken into consideration, as well as consultants. Clay also mentioned that he is all for us spreading the word to possible consultants for the feasibility study. Roger brings up what does the committee help with after the Feasibility Study? Clay says that there might be some inclusion for committees to add insight from the public, but there might be a waiting period/stand by period for the committee as the RFP and Feasibility Study as the Staff and Board are working with the consultant of the Study to gather next steps towards an RFP for the building of the clubhouse and new 9.

The end of Phase I is the submission of your report. Phase II is a reconvening while the consultant is working on the Feasibility Study for the New Clubhouse, where the consultant might want to meet and talk with the committee for insight on development. Jim also wants to head the warning that this is taxpayer money that is being spent on all of this and needs to be a revenue bond that will need approval as well.

Corey was wondering if the RFP is for the feasibility study. Clay adds that the RFP is for that and can lead to 30% of design, or could be 10%, but the result out of the RFP could make things much easier to go to a builder/architect/contractor with a foundation of a design and concept. The design will definitely be conscious of ongoing costs and maintenance, and what is feasible for the community that is not going to be a detriment

Robert wants to know the use of the putting course and if the land area for that would be utilized for the new clubhouse, parking, etc.

The Third Nine needs to be apart of the RFP because the Clubhouse will not be built without the Third Nine. Tom is inquiring if the Third Nine has been incorporated into the report/RFP rough draft. It needs to be added because that will also inform the Feasibility Study of how that will be incorporated into the overall project of the Clubhouse. A single mobilization project will be more economically feasible for the Clubhouse/The Third Nine project.

Jim McMaster brings up the concern of zoning issues for the Third Nine and the Clubhouse. Working with the county for the Third Nine Zoning.

VIII. From the CPRD Board and Staff

- a. Comments from CPRD Board Liaisons – **ABOVE under Section VII, Item C**
- b. Comments from CPRD Staff - **ABOVE under Section VII, Item C**

IX. New Business - **NONE**

- a. Date for next Meeting – **August 11th. No meeting in July**

X. Comments from Committee Members

XI. Adjournment