

**April 24, 2014**  
**CHEHALEM PARK AND RECREATION DISTRICT**  
**REGULAR BOARD MEETING**  
**Administration Office**  
**125 S. Elliot Road**  
**Newberg, OR 97132**

**MINUTES**

- I. Called to Order** by Peter Siderius, acting chairman  
6:00 p.m.

**II. Roll Call**

**Board members**

Don Loving	Bart Rierison
Mike Ragsdale	Peter Siderius

Excused – Mike McBride

**CPRD Staff**

Don Clements	Superintendent
Jim McMaster	Parks Supervisor
Branden Thompson	Golf Course Supervisor

**Public**

Bill Rourke	North Valley Friends
Jim Seymour	Chehalem Pool Committee
Jeff Jones	Veritas School
Andy Baker	North Valley Friends
Barry Albo	
Tim Burke	NHS Athletics
C.DeCreeld	NHS Athletics
Nike Petrie	Chehalem Valley Middle School
Mike Stice	Veritas School
David Blair	Veritas School

**III. Approval of and additions to the Agenda**

Moved	Mike Ragsdale
Second	Bart Rierison
Passed unanimously	

**IV. Approval of Consent Agenda**

- A. Approval of minutes of regular board meeting March 27, 2014
- B. Approval of bills payable
- C. Approval of March financials
- D. Resolutions transferring funds

E. Refinancing documents  
Moved Don Loving  
Second Mike Ragsdale  
Passed unanimously

## **V. Public Participation**

A. Veritas Proposed Use and Easement Agreement – Mike Stice talked about the history of the school and current fundraising projects and statistics. Discussion. Mike Ragsdale wants more discussion and time to examine the proposed agreement. Stice confirmed for Don Loving that the intent is that CPRD can use it year-round, when the school is not using it. Item was tabled to May.

B. Pool Committee Report – Jim Seymour's update included that a PAC subcommittee had been formed, and a budget has been formed to use for a campaign. The recent neighborhood canvassing effort resulted in 5,000 door hangers distributed. The direct mailer is scheduled to be delivered starting tomorrow. Don Loving said he is working with Ben Patinkin to draft the next opinion poll, to be conducted by phone in late May or early June. Mike Ragsdale said he wants the board to see the poll before it is performed.

C. Newberg Booster Club – Tim Burke presented the Board with a framed photograph commemorating the construction of Field of Dreams, as a show of gratitude. Mike Ragsdale requested they have the pictured team sign it. Burke took it back in order to do that.

D. Others not on agenda – The Board greeted student Nick Petrie, who said he was there to observe, as part of a leadership program.

## **VI. Action Items/ Committee Reports/ Board Comments**

A. Resolution Adopting Board Duties and Responsibilities, Policy 04-02-14

Moved Mike Ragsdale

Second Don Loving

Passed unanimously

Discussion: Mike Ragsdale requested the Board set up a review process to evaluate the job performance of the superintendent annually. The Board appointed Bart Rierison to work the format of the evaluation form.

B. Chehalem Cultural Center ballroom roof – Jim McMaster showed cost research and recommended replacing the roof rather than patch the existing one. Motion to use the major equipment line item for the approximate \$38,000 required, and agree that the superintendent approve the change order in order to use the same contractor.

Moved Mike Ragsdale

Second Bart Rierison

Passed unanimously

C. Report and comments from Board members – Bart Rierison reported that he was just appointed to the Willamette Riverkeepers Board. Don Loving reported that the sign committee has met and requested more samples for further consideration.

## **VII. Old Business**

- A. Update forecourt – Don Clements reported that the Camellia Festival took place, and there are still some electrical issues to be resolved.
- B. Update ODOT mitigation – Jim McMaster said he will talk to the approximate 15 neighbors in the area of the mitigation site to inform them, and will also mail information to them.
- C. Update Chehalem Cultural Center ballroom – Don Clements said the architectural firm will begin attending all meetings involved in the project.
- D. Update Bob and Crystal Rilee Park – Don Clements and Kat Ricker reported to the Board on the remnants of an art installation series on site called Art in the Woods.

## **VII. From the Superintendent's Desk**

- A. Financial report and questions
- B. Superintendent's report – Kat Ricker presented the Board with a choice of devices for electronic tablets. Discussion. Selections were made, and Kat will place order.
- Report to Board by staff – Item was skipped.
- C. Staff Reports

## **VII. Correspondence**

- A. Citizen comments/evaluations – None
- B. Miscellaneous - None

**Adjourned 7:50 p.m.**

Respectfully Submitted,

Kat Ricker

THE NEXT REGULAR MEETING OF THE BOARD OF DIRECTORS WILL BE HELD AT 6:00 P.M. THURSDAY, MAY 22 AT THE CPRD ADMINISTRATION OFFICE. THERE WILL ALSO BE A PUBLIC HEARING ON THE 2014-15 BUDGET.