

May 26, 2016
CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
Administration Office
125 S. Elliot Road
Newberg, OR 97132

MINUTES

I. Don Loving Called to Order

6:01 p.m.

II. Roll Call

Board members:

Mike McBride	Mike Ragsdale
Peter Siderius	Don Loving
Bart Rierson	

CPRD Staff

Don Clements	Superintendent
Jim McMaster	Parks and Facilities Supervisor
Mark Martin	Recreation Supervisor
Casey Creighton	Golf Course Grounds Supervisor

Public

Nathaniel Martin, Mabel Rush Parent Group
Christina Mark, Mabel Rush Parent Group
Sid Scott, SEA
Nick Wellman, Triplett Wellman
Gene Wellman, Triplett Wellman
Jennifer Marsicek, SEA
Karen Saunders, Chehalem Pool Committee

III. Approval of and additions to the Agenda – Amended to add item VII. D. Transfer of funds

Motion to accept agenda as amended.
Motion Pete Siderius
Second Mike Ragsdale
Passed unanimously

IV. Public Hearing on 2016-17 Budget – Open, no comments, no public attended for hearing.

V. Approval of Consent Agenda

- A. Approval of minutes of regular Board meeting April 28, 2016.
- B. Approval of bills payable
- C. Approval of April financials

Motion to accept as submitted
Motion Mike McBride
Second Mike Ragsdale
Passed unanimously

VI. Public Participation

A. Update on aquatic center construction project by Sid Scott: Discussion on when to put out for bid; September likely to be a good time for the market; break ground in October. So far, \$16.5 million has been allotted for construction (primarily of aquatic center), out of the \$19 million budget. Pete Siderius asked Scott that Triplett Wellman attend the August Board meeting and report on the state of the market at that time, in order for the Board to make a decision on when to put out to bid.

B. Others not on the agenda – Mabel Rush Elementary School playground equipment proposal (see page 75). Jim McMaster reported that he received a letter from the school board. Motion to grant request for \$41,250 in order to complete Phase 3 of playground remodel project, and plan to fulfill it in the 2017/18 budget, and also to authorize staff (McMaster) to work with the school board and Mabel Rush Elementary parent group.

Motion Mike McBride
Second Mike Ragsdale
Passed unanimously

Related discussion, Mike Ragsdale requested it become CPRD policy that such projects be recognized with signage bearing the CPRD logo, and requested this topic be on the June meeting agenda.

VI. Action Items/ Committee Reports/Board Comments

A. SDC update and increase (pages 19 – 20) – Proposed resolution amending park and recreation System Development Charges (SDCs) to include a cost index for annual rate adjustments based on changes in costs. The current SDC formula was written in 1992 and updated in 2007. At Ragsdale's suggestion, Clements recommended to examine the formula to see if it should be updated. Discussion to be continued at the June meeting.

B. Insurance agent contract was approved. Motion to move to Hagen Hamilton Insurance, with the retirement of Dennis Buckley, beginning Jan. 1, 2017 (pages 21 – 22).

Motion Mike McBride
Second Bart Rierson
Passed unanimously

C. Request to develop Chehalem Drive – Clements reported the property at the corner of Chehalem Drive and North Valley Road is being developed for a 60-unit housing development. The developer wants to run water and sewer, and the City of Newberg is requiring CPRD pay for this because of neighboring CPRD-owned fields. Clements reported that legal

counsel initial impression is that CPRD is not obligated, but will continue looking into the matter; involved attorneys are in discussion.

D. Resolution 05-01-16 General Fund Transfer 2015–16 transferring \$100,000.00 into various departments, not changing the general fund.

Motion Mike Ragsdale

Second Mike McBride

Passed unanimously

E. Reports and comments from Board members

VII. Old Business

A. Update on reuse water – Clement presented that latest draft of proposed IGA for non-potable water to Chehalem Glenn Golf Course (pages 25 – 29). Motion authorizing Clements to continue negotiations, including locking in two proposals by the City of Newberg: 1) State reduced rate in July instead of January, 2) request written agreement that the city will stop charging CPRD for water for parks owned by the city. Clements said he will also negotiate for CPRD to pay the public water rate for CPRD-owned parks. Mike McBride suggested CPRD consider purchasing Otis Springs from City of Newberg. Clements agreed that he and Don Loving would raise the idea in negotiations. Pete Siderius said he wants language in the IGA stating that metering will measure what water CPRD draws, not what the City pumps.

B. Update on Rilee Park – Clements reported WH Pacific completed the site evaluation; no new information to report. Siderius said he is disappointed in the amount of work done for the information produced, and the high price. Clements said he will arrange a meeting between Siderius, Ragsdale, and WH Pacific (Mark Hadley) to discuss. Don Loving appointed Siderius and Ragsdale as Subcommittee for Review of Site Evaluation, and directed the subcommittee to report to the Board.

C. Update on Blaine Street property – No updates at this time.

D. Update on Dundee River property (Site of paddle launch) – Jim McMaster reported CPRD is installing a security system, including cameras. Discussion with property owner Tom Edwards continues on potential signage.

E. Update on Willamette River property (Hwy. 219 ODOT wetland mitigation project) – McMaster reported on progress. Discussion on possibility of tour/visit for Board members in August. McMaster said ODOT meets on site every Thursday at 10 a.m., and he will arrange the tour to take place during one of these meetings.

VIII. Superintendent's Desk

A. Financial report – No comments. Motion to accept as presented

Motion Mike McBride

Second Mike Ragsdale

Passed unanimously

B. Superintendent's report – No comments

C. Staff Reports – None

IX. Correspondence

No comments

X. Closed the Budget Hearing at 8 p.m. with no comments.

XI. Recessed regular session at 8:02 p.m., leaving it open to reconvene on SDC discussion once Superintendent acquires more information.

Respectfully Submitted,

Kat Ricker

THE NEXT REGULAR BOARD MEETING WILL BE HELD AT 6:00 P.M.
THURSDAY, JUNE 23, 2016, AT CPRD ADMINISTRATION OFFICE.