

CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
February 24, 2022
MINUTES

- I. Lisa Rogers called the meeting to order 6:00 p.m.

- II. Roll Call
 - Board members:
 - Gayle Bizeau - excused
 - Don Loving - excused
 - Jim McMaster
 - Bart Rierson
 - Lisa Rogers

 - CPRD Staff:
 - Don Clements, Superintendent
 - Casey Creighton, Basic Services Supervisor/Park and Facilities Supervisor
 - Julie Petersen, Special Services Supervisor/Recreation Supervisor

 - Kellan Sasken, Special Services/Golf Director*

 - Public:
 - Rick Rogers, City of Newberg mayor
 - Doug Rux, City of Newberg, Community Development Director
 - Nick Popenuk, consultant to City of Newberg, Tiberius Solutions
 - Bob Youngman, no affiliation
 - Julie Marshall, A-dec
 - Hunter Wylie, Newberg Pickleball

- III. Approval of agenda –
 - Moved Jim McMaster
 - Second Bart Rierson
 - Passed unanimously

- IV. Approval of consent agenda
 - a. Approval of minutes of regular Board meeting Jan. 27, 2022, which was continued on Feb. 10, 2022.
 - b. Approval of bills payable
 - c. Approval of financials
 - Moved Bart Rierson
 - Second Jim McMaster

Passed unanimously

V. Public participation

- a. City of Newberg Urban Renewal Plan – Doug Rux presented (See pgs. 14 - 30). Discussion: portions of CPRD's proposed Newberg-Dundee Bypass Trail are represented (and improvements along the trail); however, since Yamhill County chose not to annex its properties, the landfill adjacent to Rogers Landing, which the County has discussed transferring to CPRD, is not included. Rux said he and Don Clements would discuss whether there may be opportunity for SDC reimbursements for match money toward ODOT Community Paths grant. No action was required. Comments are due by March 28th.
- b. Bob Youngman spoke in opposition of CPRD taking over proposed Yamhelas Westsider Trail in Gaston and to "stay out of politics".
- c. Others not on agenda - Rick Rogers distributed printed invitation to Mayor's Prayer Breakfast on April 2nd at CCC. Pertaining to last night's meeting of Newberg Budget Committee to review ARPA grant applications, Rogers said he was sorry about the rejection of CPRD's grant application for \$400,000 toward local match for the proposed Newberg-Dundee Bypass Trail, Phase 1; the next review round is scheduled for March 30th, and CPRD can reapply, but note that there will be nineteen other projects and about \$900,000 to distribute. He said that he and the interim city manager had both been surprised that the trail proposal wasn't funded. McMaster reminded him that the City of Newberg had written a letter of support for the project. Rogers thanked CPRD for giving a presentation on CARE childcare program at City Council work session last Tuesday. (Kat Ricker delivered these presentations on the grant proposal and childcare, and additional staff attended for discussion purposes.)

VI. Action items/committee reports/Board comments

- a. Approval of revised CPRD Employee Handbook - McMaster said that he had raised some questions with administrative coordinator and CPRD attorney, and was satisfied; however, he did not believe that the Board should make motion to approve it. Lisa Rogers urged the Board to formally approve it, and explained why this was successful at her employment.

Motion to approve the handbook, with understanding that when major changes are made, it will be updated.

Moved Jim McMaster

Second Bart Rierson

Passed unanimously

- b. Reports and comments from Board members

Jim McMaster - wants to thin forests at Bob and Crystal Rilee Park at some point. Julie Petersen said we are looking at doing some recreation there now that COVID restrictions are lifting.

Bart Rierson - None

Lisa Rogers - Concerning ARPA grant rejection and previous lack of funding from partners, CPRD has perhaps done too good a job at getting money over the years, so City figures CPRD will get it anyway, but CPRD needs to continue to ask for money, because it is needed.

VII. Old business/project updates

- a. Updates on projects - Casey Creighton cited highlights from his submitted report. Bart Rierson asked for an update on the proposed bridge over Chehalem Creek at the bottom of Ewing Young Park - Staff met with County (Don Clements, Creighton, Ken Friday) for pre-app meeting; Friday advised that based on County interpretation of rules, the land use application would be denied, and we could appeal. CPRD interprets land use rules differently and disagrees, so will proceed with application. Permits will be required from both City and County.
- b. Pickleball Advisory Committee update - Hunter Wylie said he expected to hear results on OHA grant application before end of the month.
- c. Chehalem Heritage Trails Advisory Committee update - Kat Ricker gave an update on the committee's actions and discussions.

VIII. From the superintendent's desk

- a. Superintendent's report – SDC information is included (page 31); rates will increase in July, and CPRD has already issued reminders to cities and County. Rierson asked to see current and future rates going forward. Clements said that we are second in formation for audit and nothing has changed.
- b. Staff reports –
Julie Petersen said that new golf carts had arrived. Saturday is Family Invasion at the Father Daughter Dance. Camellia Run starter will be mayor Rick Rogers - April 9th. She gave highlights from activity reports. Don Clements and Kat Ricker said that Newberg School District has proposed a meeting between District Facilities Committee and CPRD reps, in order to discuss potential Renne Field development, at 3:30 p.m. on March 9th. Kat is working to confirm attendees.
Kat Ricker reiterated that we would reapply for the ARPA grant application for the proposed bypass trail, and the Board can view the letters of support on the website, including from City of Newberg, as the committee was reminded.
Richard Cornwell reported on attempted email scam from Board member imposter approaching staff for gift cards; it was not successful.

IX. Correspondence

- A. Citizen comments/evaluations – Correspondence discussed from anonymous writer who complains of participant chatter during water exercise class; despite close monitoring, no issues can be identified. Discussion on childcare initiatives from City with DCI and GFU, the lack of communication with CPRD, and CPRD's commitment to attempt to offer partnership.
Kat Ricker gave an update on Newberg City Club guests scheduled for March and offered to subscribe Board members to email and free Zoom invitations; all three requested to be subscribed.

X. Adjournment – Jim McMaster moved to adjourn 8:00 p.m.

Respectfully Submitted,

Kat Ricker, Public Information Director