

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

- I. Lisa Rogers called the meeting to order 6:00 p.m.
  
- II. Roll Call
  - Board members:
    - Gayle Bizeau
    - Don Loving
    - Jim McMaster - remotely
    - Lisa Rogers
  
  - Absent
    - Bart Rierson
  
  - 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, remotely
    - Heidi Smith, Administrative Coordinator, remotely
  
  - Public:
    - Tom Hammer
    - Rod Grinberg
  
- III. Approval of or changes to agenda –  
Resolution 03-01-22 added and placed in Action Items
  - Moved            Gayle Bizeau
  - Second          Jim McMaster
  - Passed unanimously
  
- IV. Approval of consent agenda
  - a. Approval of minutes of regular Board meeting Feb. 24, 2022
  - b. Approval of bills payable
  - c. Approval of Feb. financials
    - Moved            Gayle Bizeau
    - Second          Jim McMaster
    - Passed unanimously

- V. Public participation
- a. Tom Hammer read aloud a letter that he had written to the Board urging Board not to become involved with proposed Yamhelas Westsider Trail, citing LUBA legal matters.
  - b. Rod Grinberg, representing the Lindquist family, explained a proposed property transaction along Dundee Riverside District (down Edwards Drive, along Willamette River, riverside of the bypass) which he and Don Clements had discussed (and Clements and Bart Rierson had toured). The Lindquist family owns the majority of the property, and another landowner (Edwards family) owns the rest. The proposed land swap would give CPRD a permanent recreation easement (in perpetuity) granting CPRD access for a paddle launch, in exchange for CPRD's 5-acre parcel on 8th Street, for future development. Clements recommended the swap be for the easement and the property. **The Board agreed the Superintendent should move forward with the discussion.**
- VI. Action items/committee reports/Board comments
- a. Approval of Professional Services Agreement (contract) with Kittleson & Associates, Inc. (Portland) in the amount of for \$19,800, for transportation engineering services, including a Traffic Impact Study (TIS), for proposed Chehalem Heritage Trails Campground.  
**Motion to authorize Superintendent to sign agreement for authorization to proceed.**  
 Moved Don Loving  
 Second Jim McMaster  
 Passed unanimously
  - b. Discussion of potential development of Renne Field in partnership with Newberg School District:  
 See notes in packet from joint meeting held March 10th; goals of NSD and CPRD for property were discussed and potential agreement terms explored in the preliminary discussion.  
 Julie Petersen explained her desire to build a restroom and concession facility, lease Renne Field for soccer, and said NSD Board President Dave Brown and staff had indicated to her their willingness to work with CPRD.  
**Motion to commit \$750,000, matching NSD's \$750,000, pending mutual joint agreement, for Renne Field Project**  
 Don Loving said he wanted to see NSD give Dundee property for pickleball courts included in transaction, and also that replacement of the turf be included (likely less than ten years, he expected). Don Clements said that both of these items would be stipulated in draft agreement, and proposing that replacement costs be shared 50/50. Petersen said that Kiwanis and Rotary would also be approached for additional funding.  
 Lisa Rogers asked how this fits into project management of existing

projects; Loving said this fits the Board's existing list of priorities, which includes sports fields.

Moved Don Loving

Second Gayle Bizeau

Passed unanimously

- c. Approval of Resolution 03-01-22 authorizing CPRD to apply for a Local Government Grant from Oregon Parks and Recreation Department for the development of Sander Estate and delegating authority to the Superintendent to sign the application.

**Motion to adopt resolution**

Moved Gayle Bizeau

Second Jim McMaster

Passed unanimously

- d. Reports and comments from Board members

Don Loving - Nothing happened at Legislature that is of interest to us.

Lisa Rogers - CCC has reached goal of raising \$5 million for upstairs renovation, including auditorium and movement studio.

**VII. Old business/project updates**

- a. Project and COVID updates - Casey Creighton reported that a recent meeting on CCC renovation plan brought to light many items that would have to be completed before renovation could be completed, including sidewalks and interior improvements. For other updates, see packet.

- b. Pickleball Advisory Committee - See March minutes. Gayle gave an update, said no decision on OHA grant application yet (March 31); Petersen said a second grant application had been submitted to Yamhill County ARPA.

- c. Chehalem Heritage Trails Advisory Committee - See minutes. McMaster wishes to schedule with a tour of Bob and Crystal Rilee Park. Don Loving expressed concern about the committee's slow progress and asked why they thought they needed to create bylaws; Roger suggested a charter may be more suitable; Clements said he and Kat Ricker will contact the chairperson and discuss this.

- d. Petersen and Clements asked whether Board wished to participate in Newberg Old Fashioned Festival Parade, riding golf carts (Staff will not have a float). Clements said staff will provide decorated carts for the Board and that will be the float entry.

**VIII. From the superintendent's desk**

- a. Superintendent's report – N/A

Masterplan update, SDC annual increase

- b. Staff reports – See packet for updates, presented by Petersen and Kellan Sasken; Ricker gave an update on Public Information Department activities - publicity, etc., and Richard Cornwell gave an update on IT activity - boiler at pool, etc.

**IX.** Correspondence

- A. Citizen comments/evaluations – Update on COVID-related masking issue (Masks are now optional), and discussion of Jean Markell's communications to CPRD, her attempts at personal policing of fellow members, and her letter to editor that appeared in the Graphic this week.
- B. Misc. - Budgets will be delivered tomorrow.

**X.** Adjournment – Gayle Bizeau moved to adjourn 7:47 p.m.

The next regularly scheduled meeting will take place April 28, 2022. The CPRD Budget Committee meeting will take place April 5, 2022.

Respectfully Submitted,

Kat Ricker, Public Information Director