

JANUARY 25, 2018
REGULAR SESSION 6:00 P.M.
CHEHALEM PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
CHEHALEM ADMINISTRATION OFFICE
125 S. ELLIOTT ROAD
NEWBERG, OREGON

- I. **Call To Order**
- II. **Roll Call**
- III. **Approval of or Additions to the Agenda**
- IV. **Approval of Consent Agenda**
 - A. Approval Minutes Regular Board Meeting October 26, 2017 & Special Work Session January 11, 2018
 - B. Approval of Bills Payable
 - C. Approval of December Financials
- V. **Public Participation**
 - A. Special Presentation
 - B. Discussion on Pool Phase Two
 - C. Others not on Agenda
- VI. **Action Items/Committee Reports/Board Comments**
 - A. Approval of 2018-19 Budget Calendar and Budget Officer
 - B. St. Peter Catholic Church Request
 - C. Dundee Volunteer Firefighter Association Request
 - D. Reports and Comments from Board Members
- VII. **Old Business**
 - A. Updates on Projects
- VIII. **From the Superintendent's Desk**
 - A. Financial Report and Questions
 - B. Superintendent's Report
 - C. Staff Reports
- IX. **Correspondence**
 - A. Citizens' Comments/Evaluations
 - B. Miscellaneous Info
- X. **Adjournment**

Next meeting is February 22, 2018.

To: Board of Directors
From: Superintendent
Date: January 22, 2018
Re: Background information for January 25, 2018 Board Meeting
Number corresponds to Agenda Item

- II. **ROLL CALL** – We need 3 present for the meeting. Please call if you cannot attend. PLEASE REMEMBER MEETING AT THE DISTRICT OFFICE.

Please see page 4 for index for page numbers

- III. **APPROVAL OR ADDITIONS TO AGENDA** – If you wish additions please give me a call.

IV. **APPROVAL OF CONSENT AGENDA**

- A. Approval of Board Meeting Minutes – Please see pages (5-11) for Regular Meeting Minutes of October 26, 2017 & Special Work Session January 11, 2018.

RECOMMENDATION: Approval of Regular Board Meeting Minutes for October 26, 2017 & Special Work Session January 11, 2018.

- B. Approval of Bills Payable-Bills Payable summary is on page (12-13) for review. I will have copies of all the bills payable for review at the meeting or you may call me for copy.

RECOMMENDATION: Approval of Bills Payable totaling \$1,733,693.30 General Fund, \$236,917.56 Capital Pool Construction Fund, \$0.00 SDC Fund, Foundation \$0.00.

- C. Approval of December Financial – Copies of the Financials will be at the meeting to review. Please call me for a copy if needed. A summary is available on page (14) for review.

RECOMMENDATION: Approval of September Financials.

V. **PUBLIC PARTICIPATION**

- A. Special Presentation – Will explain at meeting.

- B. Phase Two Pool – Triplett Wellman will be at meeting to discuss phase two. Our attorney will be at the meeting to discuss any topic the Board desires on this phase. The contractor is requesting we increase the overhead from the current 2.45 % to 4.45 %. I ask John to explore this request.

- C. Others not on agenda – We have no other request at this time.

VI. **ACTION ITEMS/COMMITTEE REPORTS/BOARD COMMENTS.**

- A. Approval of Budget Calendar and Budget Officer. Please see page (15).

RECOMMENDATION: Approve Budget Calendar and appoint Zack Mode as Budget officer.

- B. St. Peter Catholic Church Request – Please see request on page (16). I would recommend the Board approve waiving the fee.

RECOMMENDATION: Waive this fee.

- C. Dundee Volunteer Firefighter Association Request – Please see page (17)

RECOMMENDATION: The request be denied.

- D. Golf Course Design – Hope to have information at meeting and a recommendation.

- E. Reports/Comments from Board Members – Given at meeting.

VII. **OLD BUSINESS**

- A. Update on Projects – Will discuss at meeting. Staff will be present to answer questions.

Projects to discuss: Rilee Park, Status of paddle launch, Golf Course & Putting Green, 210 N Blaine Street and Plaza at Culture Center, Trail Development and Master Plans.

VIII. **FROM THE SUPERINTENDENTS DESK**

- A. Financial Report and Questions. The projected ending balance was higher for 2017-18 than 2016-17 in the general fund. We did not have to borrow for the 2017-18 Budget The only debt will be for the golf course, property on the river and pool bond. We are allowed about \$92,400,000.00 in debt. Currently we have about \$35,260,787.00. SDC Beginning balance is slightly higher and revenue is up slightly.

DESCRIPTION	<u>GENERAL FUND SUMMARY</u>		
	AS OF 12/31/16-17	AS OF 12/31/17-18	DIFFERENCE
TOTAL EXPENDITURES	\$ 2,900,673.51	\$ 2,962,535.60	\$ 61,862.09
TOTAL OPERATION EX.	\$ 2,273,356.45	\$ 2,300,097.27	\$ 26,740.82
TOTAL CAP/AQ/DEV/TRS	\$ 627,317.06	\$ 662,438.33	\$ 35,121.27
TOTAL REVENUE	\$ 5,069,044.67	\$ 5,519,101.12	\$ 450,056.45
TOTAL TAXES	\$ 2,557,012.92	\$ 2,793,741.77	\$ 236,728.85
TOTAL FEES & CHARGES	\$ 1,450,042.21	\$ 1,371,790.43	< \$ 78,251.78 >
TOTAL OTHER REVENUE	\$ 38,700.87	\$ 29,112.94	< \$ 9,587.93 >
BEGINNING BALANCE	\$ 1,023,288.67	\$ 1,324,455.98	\$ 301,167.31
<u>BALANCE</u>	<u>\$ 2,168,371.16</u>	<u>\$ 2,556,565.52</u>	<u>\$ 388,194.36</u>

DESCRIPTION	<u>SDC FUND SUMMARY</u>		
	AS OF 12/31/16-17	AS OF 09/30/17-18	DIFFERENCE
BEGINNING BALANCE	\$ 274,631.34	\$ 347,665.46	\$ 73,034.12
INTEREST	\$ 0.87	\$ 1.39	\$.52
CITY OF NEWBERG	\$ 118,221.65	\$ 145,973.94	\$ 27,752.29
CITY OF DUNDEE	\$ 1,976.66	\$ 7,906.64	\$ 5,929.98
COUNTY OF YAMHILL	\$ 6,130.60	\$ 43,870.25	\$ 37,739.65
TOTAL REVENUE	\$ 400,961.12	\$ 545,417.68	\$ 144,456.56
TOTAL EXPENDITURE	\$ 3,193.21	\$ 3,231.75	\$ 38.54
<u>BALANCE</u>	<u>\$ 397,767.91</u>	<u>\$ 542,185.93</u>	<u>\$ 144,418.02</u>

Please note the operational cost is up.

B. Superintendent Report – To be given at meeting.

C. Staff Reports – Please see pages (18-27)

IX. **CORRESPONDENCE**

A. Citizens Comments/Evaluations – Please see page (28-36).

B. Miscellaneous Information – Please see pages (37-40)

X. **ADJOURNMENT.**

FEBRUARY 22, 2018 IS OUR NEXT SCHEDULED BOARD MEETING.

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CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
October 26, 2017
MINUTES

- I. Peter Siderius called the meeting to order 6:00 p.m.

- II. Roll Call
 - Board members:
 - Peter Siderius
 - Bart Rierson (Arrived 6:08)
 - Don Loving
 - Mike Ragsdale
 - Lisa Rogers

 - CPRD Staff:
 - Don Clements, Superintendent
 - Jim McMaster, Parks and Facilities Supervisor

 - Public:
 - John Bridges, Legal Counsel
 - David Ulbright, financial advisor
 - Terry, Cindy, and Dalton Paskett
 - Seth Gordon, Newberg Graphic

- III. Approval of amended agenda –
 - Moved Mike Ragsdale
 - Second Lisa Rogers
 - Passed unanimously

- IV. Approval of consent agenda
 - a. Approval of minutes of regular Board meeting September 28, 2017
 - b. Approval of bills payable
 - c. Approval of September financials
 - d. Approval of Resolution 10-01-17
 - Moved Mike Ragsdale
 - Second Lisa Rogers
 - Aye Mike Ragsdale, Lisa Rogers, Peter Siderius
 - Nay Don Loving
 - Passed 3 - 1
 - Discussion: Don Loving voted no because he does not want resolutions on the consent agenda.

- V. Public participation
- a. Presentation recognizing Dalton Paskett for his planning and labor in laying pavers at Chehalem Cultural Center patio, for his Newberg High School senior project. Jim McMaster presented Dalton with a certificate.
- VI. Action items/committee reports/Board comments
- a. Approval of Resolution 10-02-17 borrowing \$5,920,000.00 for pool and property acquisition. Discussion ensued with David Ulbright and Don Clements on loan details. Motion to approve.
Moved Don Loving
Second Mike Ragsdale
Passed unanimously.
Ulbright departed after the vote.
 - b. Habitat for Humanity request – Don Clements recommended granting the request to waive SDCs for this bill. Motion to approve the recommendation to waive the fee.
Moved Mike Ragsdale
Second Bart Rierson
Lisa Rogers recused herself.
Passed unanimously.
 - c. Aquatic and Fitness Center audio/sound system – Jim McMaster explained the system, bids received, and recommended approving the bid be awarded to Lewis Audio. Motion to approve the bid to Lewis Audio.
Moved Lisa Rogers
Second Mike Ragsdale
Passed unanimously
 - d. Reports and comments from Board members – Mike Ragsdale requested discussion on the cultural district and what CPRD's role would be. Don Loving updated the Board on the interview process for Golf Superintendent; he, Clements, and Casey Creighton interviewed one applicant today, and will interview several next week. Lisa Rogers updated the Board on her Council of Governments involvement; she attended one meeting. She asked if the Board wanted anything from COG; nothing was identified. Siderius said he wanted to revisit the eight Board-approved top priority projects for CPRD. Siderius wants minutes in which the projects were discussed. Kat Ricker and Don Clements agreed to work on this. Discussion led to the scheduling of a special meeting at 6 p.m. Thursday on Jan. 11th in order to discuss the following five:
 - i. Ewing Young Park
 - ii. Chehalem Heritage Trails
 - iii. Creation of a campground off Hwy. 219
 - iv. Newberg Cultural District

v. Golf course and clubhouse

Discussion followed on scheduling the second joint work session with Newberg City Council. The Board agreed that instead of accepting the city staff's invitation to meet on their schedule, the CPRD Board would have staff extend the invitation to city council to meet from 5:30 to 7:00 p.m. on Thursday, January 25, 2018, and delay the regular Board meeting start time to 7 p.m.

VII. Old business/project updates –

- A. Jim McMaster updated the Board on the construction progress at Chehalem Aquatic and Fitness Center; work would begin next on the front parking lot. Right now, infrastructure is being worked on inside the new facility; glass would be installed soon. McMaster said he was working with CPRD landscaper Bryan Stewart on ordering new plants for landscaping. A public meeting would be called soon to discuss Phase II: renovation of the fitness center.
- B. Clements said he met with WH Pacific about the master plan for Ewing Young Park, and that public hearings would be scheduled soon. He estimated the landscaping would take two to three years to complete. Siderius said he would provide volunteer labor from NHS horticulture program. Siderius also noted that he would have Ewing Young Elementary School students working all day, both days, on Nov. 2 and 3.

VIII. From the superintendent's desk

- a. Financial report – Motion to approve financial report as presented
 - Moved Don Loving
 - Second Lisa Rogers
 - Passed unanimously
- b. Superintendent's report –
 - i. Discussion on a proposal from John Steidel, golf course architect, for a third nine holes, not to exceed \$85,000. This will include irrigation design and inspections. Discussion ensued; Lisa asked why no RFP had been issued. Clements said he had verbal estimates from two others and this was the lowest. Consultation with John Bridges followed; Bridges said it would be prudent to have the other bids on record. Clements agreed to issue a RFP.
 - ii. Ewing Young masterplan update – Reiteration of earlier update that Clements had met with WH Pacific and public meetings would soon be scheduled.
- c. Staff reports – None. Kat Ricker gave date of staff Christmas party as 6:00 p.m. Friday, Dec. 15th at CCC. Board agreed to tentatively meet if needed at 5:30 p.m., just beforehand, but did not set it as firm. Also, the date of the next Local Government Dinner was noted as Nov. 16th, but Ricker said

the invitations had not been issued yet because host Grande Ronde was still trying to secure the venue of the casino.

- IX. Correspondence
 - A. Citizen comments/evaluations – No particular comments noted.
- X. Executive session to discuss litigation 7:20 p.m. to 7:30 p.m.
- XI. Adjournment – Don Loving moved to adjourn 7:30 p.m.

Respectfully Submitted,

Kat Ricker, Public Information Coordinator

CHEHALEM PARK AND RECREATION DISTRICT
SPECIAL BOARD WORK SESSION
CPRD Administration Office
125 S. Elliott Road
January 11, 2018
MINUTES

- I. Peter Siderius called the meeting to order 6:00 p.m.
- II. Roll Call
 - Board members:
 - Peter Siderius
 - Bart Rierson
 - Don Loving
 - Mike Ragsdale
 - Lisa Rogers
 - CPRD Staff:
 - Don Clements, Superintendent
 - Jim McMaster, Parks and Facilities Supervisor
 - Mark Martin, Recreation Supervisor
 - Kellan Sasken, Golf Course Supervisor
 - Zach Mode, Administrative Assistant
- III. The following five priority projects were discussed. These five are from a list of nine, established in 2014. The remaining four will be discussed at a future meeting.
 - i. Ewing Young Park – Discussion of
 1. Board agreed to keep focus of this park as a nature park first, and recreational sports as secondary.
 2. Consensus on willingness to expand disc golf course to 18 holes and upgrade Tee boxes, hopefully in a partnership with local disc golf group, providing in-kind labor.
 3. Mike Ragsdale requested the Board make a policy decision on the purpose of the caretaker's house.
 4. Mark Martin recommended the concession stand should face the road or main area.
 5. Board agreed to prioritize expanding the trail to the Yamhill County landfill property and building a trail over Chehalem Creek.
 6. Don Clements recommended applying for an in-kind grant for trails and restrooms (He estimated installing permanent restroom structures at approximately

\$300,000), and a state grant for bridge across Chehalem Creek

7. Board agreed to prioritize expanding and enhancing trails at Ewing Young Park, as discussed in the initial public meeting.
8. The Board agreed to explore the potential for a paddle launch at the mouth of Chehalem Creek.
9. Pete Siderius mentioned enhancing the stream for its current salmon spawning, in the whole lower end of Chehalem Creek.

ii. Chehalem Heritage Trails – Overall agreement is to prioritize connecting Newberg to Dundee via the CPRD property on Hwy. 219

1. First priority is connecting trails from the back of Ewing Young Park to Frontage St.
2. Second priority is connecting Newberg and Dundee via the property along Willamette River and Bypass.
3. Third priority is to connect Newberg and Dundee by the Dayton Ave. Bridge.

iii. Creation of a campground off Hwy. 219 with an estimated 200 campsites on 35 acres (50 percent occupancy would be necessary) – Discussion, no consensus

- a. Construction of a new road would be needed for good access to the property from Hwy. 219, and this would be a major expense. Access would be needed from somewhere other than 219. Could Wilsonville Road hook into area near Wynooski?
- b. Discussion on whether or not this would be a good source of revenue
- c. Decision on this priority status depends on whether the Board agrees to prioritize CPRD interests or the community's, because it is the greater community which needs a campground (according to a previous SCORP finding), not local residents.
- d. Don Loving said he would raise this project idea with the Bob and Crystal Rilee Park Advisory Committee.
- e. The Board would like a professional feasibility study conducted. Mike Ragsdale wants Don Clements to collect prices on feasibility studies for the next Board meeting.

iv. Newberg Cultural District – The Board noted the progress on the district – signage, patio, outside property enhancement - and agreed the next steps are completion

- of internal fundraising for completion of renovation of CCC facility, which is beyond the cultural district project.
- v. Golf course and clubhouse – The Board agreed it wants an economic feasibility study on this as well.
 - a. Don Loving and Kellan Sasken agree that the demand patrons express to them is for a clubhouse restaurant (which would also draw nongolfers), more than a third nine holes. Board discussed potential for having an outside business run it.
 - b. Loving noted that he still wants a third nine holes, however, as this could draw bigger tournaments.
 - c. Clements estimated cost of clubhouse at \$1 – 2.5 million, and the cost of third nine holes at \$3 million.
 - d. Loving requested Kellan and Zach Mode also figure cost versus potential for revenue generation.
 - e. Ragsdale said he would like to see this in the next budget process.

Adjournment – 7:45 p.m.

Respectfully Submitted,

Kat Ricker, Public Information Coordinator

**GENERAL FUND
ACCOUNTS PAYABLE AND PAYROLL
UP TO JAN 11, 2018**

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TYPE CHECKS</u>
111272,111447,111635 VOIDED	-47.24	PAYROLL
111791-111802,111952 VOIDED	-204.68	PAYROLL
113233 VOIDED	\$ - 2,970.80	ACCOUNTS PAYABLE
113591-113626	\$ 23,653.14	ACCOUNTS PAYABLE
113627 VOIDED MISPRINT		
113628-113705	\$ 23,671.09	PAYROLL
DIRECT DEPOSIT	\$ 29,515.03	PAYROLL
113706-113811	\$ 114,881.07	ACCOUNTS PAYABLE
113734 VOIDED	\$ -159.00	ACCOUNTS PAYABLE
113739 VOIDED	\$ -271.62	ACCOUNTS PAYABLE
113812-113887	\$ 23,659.51	PAYROLL
DIRECT DEPOSIT	\$ 31,407.95	PAYROLL
113888-113906	\$ 24,214.06	ACCOUNTS PAYABLE
113907 & 113908 VOIDED AND GIVEN BRYAN STEWART		
113909-113911	\$ 2,312.93	ACCOUNTS PAYABLE
113912-113982	\$ 22,216.74	PAYROLL
DIRECT DEPOSIT	\$ 29,334.69	PAYROLL
113983-114055	\$ 85,799.42	ACCOUNTS PAYABLE
114056-114121	\$ 20,051.21	PAYROLL
DIRECT DEPOSIT	\$ 30,601.05	PAYROLL
114122-114200	\$ 381,276.07	ACCOUNTS PAYABLE
114131 VOIDED	\$ -200.00	ACCOUNTS PAYABLE
114137 VOIDED	\$ -29,709.05	ACCOUNTS PAYABLE
114155 VOIDED	\$ -11,852.15	ACCOUNTS PAYABLE
114163 VOIDED	\$ - 7,934.41	ACCOUNTS PAYABLE
114201-114256	\$ 18,201.07	PAYROLL
DIRECT DEPOSIT	\$ 32,877.16	PAYROLL
114257-114285	\$ 297,449.25	ACCOUNTS PAYABLE
114286-114331	\$ 14,765.73	PAYROLL
DIRECT DEPOSIT	\$ 33,837.03	PAYROLL
114332-114374	\$ 77,201.00	ACCOUNTS PAYABLE
114333 VOIDED (\$300 INSTEAD OF 350)		
114375-114376	\$ 208.09	PAYROLL
114377-114407	\$ 394,474.47	ACCOUNTS PAYABLE
113147-113152	\$ 1,808.44	ACCOUNTS PAYABLE
CHECKS 113153-113158 STILL OPEN. GOLF CHECKS		
1717-1728	\$ 26,075.03	WIRE TRANSFER
EFT	\$ 24,029.21	WIRE TRANSFER
EFT	\$ 23,521.81	WIRE TRANSFER
GRAND TOTAL	<u>\$ 1,733,693.30</u>	

<u>BREAKOUT</u>	
<u>ACCOUNTS PAYABLE</u>	\$ 1,349,972.82
<u>PAYROLL</u>	\$ 310,094.43
<u>WIRE TRANSFER</u>	\$ 73,626.05

ACCOUNTS PAYABLE FOR SDC FUND		
<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
<u>NO CHECKS ISSUED</u>		
GRAND TOTAL	\$ 0.00	

ACCOUNTS PAYABLE FOR CAPITAL POOL CONSTRUCTION & POOL BOND		
<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
1085	\$ 215,668.05	TRIPLETT WELLMAN
1086	\$ 14,756.51	SEA
1087	\$ 1,943.00	CARLSON TESTING
1088	\$ 4,550.00	POTTERY DISTRIBUTORS
GRAND TOTAL	\$ 236,917.56	
BREAKOUT		
<u>CAPITAL POOL CONST.</u>	\$ 236,917.56	
<u>POOL BOND DEBT</u>	\$ 00.00	

ACCOUNTS PAYABLE FOR FOUNDATION		
<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
<u>NO CHECKS ISSUED</u>		
GRAND TOTAL	\$ 0.00	

FINANCIAL OVERVIEW
GENERAL FUND SUMMARY

DESCRIPTION	AS OF 12/31/16-17	AS OF 12/31/17-18	DIFFERENCE
Total Operational Expense	\$ 2,273,356.45	\$2,300,097.27	\$ 26,740.82
Total Capital Outlay & Transfers	\$ 627,317.06	\$ 662,438.33	\$ 35,121.27
GRAND TOTAL EXPENSES	\$ 2,900,673.51	\$2,962,535.60	\$ 61,862.09
Total Tax Revenue	\$ 2,557,012.92	\$2,793,741.77	\$ 236,728.85
Total Fees & Charges Revenue	\$ 1,450,042.21	\$1,371,790.43	<\$ 78,251.78>
Total Other Revenue	\$ 38,700.87	\$ 29,112.94	<\$ 9,587.93>
Beginning Balance	\$ 1,023,288.67	\$1,324,455.98	\$ 301,167.31
GRAND TOTAL REVENUE	\$ 5,069,044.67	\$5,519,101.12	\$ 450,056.45

SDC FUND SUMMARY

DESCRIPTION	AS OF 12/31/16-17	AS OF 12/31/17-18	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 3,193.21	\$ 3,231.75	\$ 38.54
TOTAL REVENUE	\$ 126,329.78	\$ 197,752.22	\$ 71,422.44
BEGINNING BALANCE	\$ 274,631.34	\$ 347,665.46	\$ 73,034.12
GRAND TOTAL REVENUE	\$ 400,961.12	\$ 545,417.68	\$ 144,456.56

LOAN SERVICE FUND SUMMARY

DESCRIPTION	AS OF 12/31/16-17	AS OF 12/31/17-18	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 243,592.19	\$ 598,321.24	\$ 354,729.05
REVENUE TRANSFERS	\$ 243,592.19	\$ 598,321.24	\$ 354,729.05
INTREST	\$ 198.19	\$ 165.63	<\$ 32.56>
BEGINNING BALANCE	\$ 30,866.61	\$ 31,269.21	\$ 402.60
GRAND TOTAL REVENUE	\$ 274,656.99	\$ 629,756.08	\$ 355,099.09

EQUIPMENT AND MAJOR MAINTENANCE FUND SUMMARY

DESCRIPTION	AS OF 12/31/16-17	AS OF 12/31/17-18	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL REVENUE	\$ 0.00	\$ 0.00	\$ 0.00
BEGINNING BALANCE	\$ 0.00	\$ 0.00	\$ 0.00
GRAND TOTAL REVENUE	\$ 0.00	\$ 0.00	\$ 0.00

CAPITAL PROJECT POOL FUND SUMMARY

DESCRIPTION	AS OF 12/31/16-17	AS OF 12/31/17-18	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 653,151.98	\$ 7,729,055.42	\$ 7,075,903.44
GRAND TOTAL REVENUE	\$19,410,835.52	\$11,872,148.13	<\$ 7,538,687.39>

BOND LOAN SERVICE SUMMARY

DESCRIPTION	AS OF 12/31/16-17	AS OF 12/31/17-18	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 371,488.49	\$ - 8.34	\$ 271,480.15
GRAND TOTAL REVENUE	\$ 1,137,942.68	\$ 1,054,982.82	<\$ 82,959.86

CHEHALEM PARK AND RECREATION DISTRICT
2018 - 2019 BUDGET CALENDAR

JANUARY 25, 2018	Appoint Budget Officer and Adopt budget calendar Discuss Appointment of Budget Committee Members
FEBRUARY 22, 2018	Appoint Budget Committee Members
MARCH 2, 2018	Staff budget to Superintendent
MARCH 2, 2018	Notice of Budget Committee Members sent to Graphic. If needed
MARCH 7, 2018	Publish Advertisement for Budget Members If needed
MARCH 9, 2018	Notice of Budget Committee meeting and public hearing sent to Newberg Graphic must include web site
MARCH 14, 2018	Publish notice of Budget Committee meeting and public hearing
MARCH 14, 2018	Post notice of Budget Committee meeting and public hearing on Chehalem Park and Recreation District Web Site cprdnwberg.org
MARCH 16, 2018	Deadline for Applications for Budget Committee If needed
MARCH 22, 2018	Appoint Budget Committee Members (If Necessary)
MARCH 30, 2018	Budget delivered to Budget Committee and Board Members Budget available to public at 125 S. Elliott Road Newberg, Oregon.
APRIL 3, 2018	Budget Committee meeting 6 p.m. at 125 S Elliott Road in the Administrative Building. Public Input will be welcomed at this meeting. Budget Approved
APRIL 04-06, 2018	Additional Budget Committee meetings if needed at 6 p.m. at 125 S Elliott Rd in the Administrative Building. Public input will be welcomed if meetings necessary and held. Budget Approved
APRIL 20, 2018	Notice of budget summary and notice of public budget hearing sent to Newberg Graphic.
APRIL 25, 2018	Publish budget summary and notice of public budget hearing. Must include Web Site
APRIL 25, 2018	Post budget summary and notice of public budget hearing on Chehalem Park and Recreation District Web Site.
MAY 24, 2018	Public budget hearing 6 pm at 125 S Elliott Rd in the Administrative Buildi
JUNE 28, 2018	Adopt 2014-2015 budget, make appropriations and impose and categorize taxes by resolutions.
JULY 6, 2018	Submit budget and resolutions to County Clerk and submit to County Assessor tax certification documents.

Dates in bold are the public meeting dates.



St. Peter Catholic Church

2315 N Main Street, Newberg, OR 97132

November 27, 2017

Peter Siderius, President
Chehalem Park and Recreation District Board of Directors
125 S. Elliott Road
Newberg, Oregon 97132

Re: Exemption from Parks Development Fee


Dear Mr. Siderius and Directors:

We, members of St. Peter Parish Administrative Council, request an exemption from the *Parks Development Fee* for a proposed new rectory. We intend to sell the current rectory at 608 S. Columbia Street, (a tax-exempt property), and build a replacement home for our pastor on church property at 2315 N Main Street, Newberg.

St. Peter Catholic Church qualifies under ORS 307.140 as a tax-exempt religious organization. The proposed new rectory is an extension of the current campus and is only used for the pastor and visiting priests who serve the parish in the pastor's absence. While most of the administrative work of the parish is conducted in the main church building, Father Tavares completes some administrative work within the rectory.

We appreciate your consideration of our request for an exemption from the *Parks Development Fee* at your earliest convenience. Representatives of St. Peter Parish Administrative Council will be available to respond to your questions and/or attend a meeting of the CRPD Board of Directors as requested. Thank you.

Respectfully Yours,


Rev. Martin Tavares, Pastor
St. Peter Catholic Church

Phil Westover
Matt Stephens
Jack Reardon

Chet Mooney
Paula A. Radich

Administrative Council
St. Peter Catholic Church

Cc: Don Clements, CPRD Superintendent

To:

Cehalem Park and Recreation District

Date: 28th of November 2017

Subject: Volunteer Firefighter Housing

Dear CPRD Board of Directors,

We are writing this letter on behalf of the Dundee Fire Department. It outlines our intent, as previously discussed with you, of the use of the former Sanders residence located at 359 SW 5th Street in Dundee, OR. Our belief is that such use would be mutually beneficial for both the Fire Dept. and the Community of Dundee. We would appreciate your consideration of the information below.

The Dundee Fire Department has a long standing relationship with the Sanders family and when we previously spoke with Ms. Jan Sanders prior to her selling her residence, she stated that her wish for her home/property is that it be used for the community of Dundee; specifically indicating her understanding that the Dundee Fire Dept. has a need for such a house. The Dundee Fire Dept. is made up mostly of volunteers, however it no longer has the abundance of "in town" volunteers that it did in the past. This situation makes it hard for firefighters responding from outside of the Dundee fire district, as well as significantly increasing the difficulty of recruiting new volunteers.

Our plan (in order to have this be mutually beneficial) is that in lieu of charging rent, volunteer firefighters housed at the residence would be required to respond to emergency calls, as well as participate in other community events and services. They will also have to meet our training and response standards. Firefighter Tint will track the status of the volunteers to ensure milestones are met. This partnership will also include the following from the Fire Department:

- Landscape Maintenance
- House Maintenance (up to an agreed upon amount)
- Utilities
- Rental and Liability Insurance Coverage

As previously stated, we would like to meet Ms. Sanders' wish for this home being used to benefit the community—while recalling her generous acknowledgment that the Fire Dept. has a great need for a home in the community to house volunteers. We kindly ask that you recall and consider this for both the community of Dundee, as well as for the Dundee Fire Department. Thank you in advance for the review of this letter; please respond at your convenience.

Thank you,

The Dundee Volunteer Firefighter Association

501 (c) (3)

Non Profit #93-1305641

Parks Activity Report, December/January 2018

CCC Shade Shelter

The Early Bird Rotary Club has approached CPRD to place a shade shelter next to the trash enclosure at the splash pad. At this point we will only be providing in/kind services with rotary funding the project. Basically it is 29' x25'. The height ranges from 8' in the back to 14 ' in the front. It is a wood structure. This will be a positive addition to the splash pad. People will no longer have to find corners out in the park to hide from the shade.

Radio Grant

We received a grant for 50% of the cost of purchasing hand radios for the new aquatic center. The grant was awarded by SDIS our liability insurance carrier. The grant award was for \$1,737. We will be in need of these radios due to the large footprint of the new building and responding to emergencies quickly.

Paddle Launch

We have completely removed all of our equipment from the paddle launch on 8th St. in Dundee. The truck storage now located at Ewing Young Park until we find another paddle launch location. The stairs leading up to the truck were repurposed to be used at our shop. The back stairs and deck were repurposed to be used behind the skate park for the AC Car Track.

Aquatic Center Donations

The request for donations has been fairly successful. People have responded to the naming opportunities as well as just wanting to give back to the community. Below is what has been purchased:

Pool Park Playground	\$80,000.
Fire Truck Water Feature	\$50,000.
Starting Blocks:	\$24,000.
Lane Lines	\$11,935.
Park Benches (8)	\$11,200.
AED (2) (defibrulators)	\$2,200.
Pace Clocks	\$1,400.
Water Polo Goals	\$7,288.

Total Donation \$188,023

GFU Donation (over 5 yrs) \$500,000

Aquatic Center Construction Up-date

Work is progressing. In the next two weeks we will be pouring pool decks. Our Central Heating and Cooling units have been lifted onto the roof. Tile of the pool continues and we are looking to plaster the pools in about a month. All pool equipment has been delivered or is in storage ready to be installed (slides, climbing walls, bulkhead etc.).

The opening date is a moving target for us at this point. We may be pushed out to May to open. My answer to folks on the opening is in the spring of 2018. If things go smoothly then we may open sooner. If you would like the current schedule from the contractor I can provide that. The timing for phase II would be completion possibly by October.

Parks Summary *Month of: November 2017*

<i>Park Name</i>	<i>Hours Worked</i>
<i>Armory</i>	40.25
<i>Billick/Dundee</i>	7.00
<i>Buckley Park</i>	1.00
<i>Central</i>	69.00
<i>Che. Valley</i>	0.50
<i>College</i>	5.00
<i>Community Center</i>	2.25
<i>Crabtree</i>	1.50
<i>Crater Ball Fields</i>	17.75
<i>Elliott Road</i>	33.25
<i>Ewing Young</i>	2.50
<i>Falcon Crest Park</i>	2.50
<i>Fortune Park</i>	0.75
<i>Gail Park</i>	1.00
<i>Gladys</i>	0.25
<i>Golf Course</i>	14.50
<i>Herbert Hoover</i>	78.00
<i>Jaquith</i>	31.50
<i>Jaquith Ball Fields</i>	29.50
<i>Memorial/Scout House</i>	40.25
<i>Mt. View (Springbrook)</i>	1.00
<i>Non-District Properties</i>	14.50
<i>Oak Knoll Park</i>	6.25
<i>Oaks Park</i>	2.50
<i>Other District Land</i>	3.50
<i>Pool</i>	91.50
<i>Pool Park</i>	3.00
<i>Pre-School</i>	17.00
<i>Pride Gas</i>	2.75
<i>Renne Fields</i>	4.25
<i>Rotary Centennial Park</i>	1.50
<i>Schaad Park</i>	0.50
<i>Scott Leavitt</i>	7.75
<i>Senior Center</i>	80.75
<i>Spring Meadow</i>	1.00

<i>Park Name</i>	<i>Hours Worked</i>
<i>Transfer Station</i>	1.25
<i>vacation/holiday/sick/comp.</i>	65.50
<i>Youth building</i>	13.00
<i>Total</i>	<u><u>543.00</u></u>

Parks Summary *Month of: December 2017*

<i>Park Name</i>	<i>Hours Worked</i>
<i>Armory</i>	31.25
<i>Billick/Dundee</i>	19.00
<i>Buckley Park</i>	1.50
<i>Central</i>	56.00
<i>Che. Valley</i>	0.50
<i>College</i>	1.25
<i>Community Center</i>	17.50
<i>Crabtree</i>	2.75
<i>Crater Ball Fields</i>	11.25
<i>Elliott Road</i>	24.50
<i>Ewing Young</i>	3.75
<i>Falcon Crest Park</i>	1.50
<i>Fernwood Park</i>	1.00
<i>Fortune Park</i>	1.50
<i>Gail Park</i>	1.25
<i>Gladys</i>	2.50
<i>Golf Course</i>	3.50
<i>Herbert Hoover</i>	73.25
<i>Jaquith</i>	20.75
<i>Jaquith Ball Fields</i>	7.75
<i>Memorial/Scout House</i>	18.75
<i>Non-District Properties</i>	1.00
<i>Oak Knoll Park</i>	0.25
<i>Oaks Park</i>	11.25
<i>Other District Land</i>	5.00
<i>Parrott Mt.</i>	9.50
<i>Pool</i>	50.25
<i>Pre-School</i>	10.00
<i>Pride Gas</i>	1.25
<i>Renne Fields</i>	0.75
<i>Rotary Centennial Park</i>	1.75
<i>Schaad Park</i>	1.25
<i>Scott Leavitt</i>	8.25
<i>Senior Center</i>	60.50
<i>Spring Meadow</i>	1.25

<i>Park Name</i>	<i>Hours Worked</i>
<i>Transfer Station</i>	2.00
<i>vacation/holiday/sick/comp.</i>	267.00
<i>Willsonville Poperty</i>	2.00
<i>Youth building</i>	16.00
<i>Total</i>	<u><u>903.00</u></u>

Activity Report January 2018

452- Adult Sports

Not much happening in December as the start of Men's League was postponed until January due to lack of facilities. The eight teams have started play earlier this month. We have had two suspensions and one player banished from further play resulting from an incident last week. We are working on curbing the conduct issues that have plagued the league in the past.

The Camellia Run Committee has been preparing for the upcoming event that will take place April 7. We are hoping for 500 runners this year. The Adult Softball meeting is scheduled for early April. Following the budget work next month, we will look to prep for the summer tennis, coed softball, The Newberg Open and possibly the return of the Summer League Basketball.

Speaking of the Newberg Open I have enclosed an email from Laurie Rauch voicing concern about cracks on the tennis courts at both Jaquith and Dundee. She is a tennis supporter and is willing to help with getting the courts repaired.

The past month recorded 60 participants totaling 150 participant hours.

453- Youth Sports

Basketball is back in full swing with Jr Tiger, Tiger Cub, and Elite teams back on the floor following the holiday break. The Elite teams are playing tournaments only as we have signed each of the teams up for their tournaments for the season. This has placed a heavy load up front on the budget but should even out as we wind up play in early March. Middle School wrestling has started this month and will continue through the winter sport season. Lacrosse has started registration and has conducted several meetings as the season will be just around the corner as well as girls softball with McMinnville and our middle school track.

We have met with GFU and they are willing to allow us to come in following their track practices and hold our middle school track team to workouts three days a week. Without this we would not have a place for the 125 or so participants a place to train. No other facility issues at the present.

The past month saw a total of 658 players totaling 5458 participant hours in over the two weeks just before Christmas.

Until Next Time, Good Luck Everybody!

December 2017 Activity Report
 Department 454
 Recreation

Department 454 Participation Tracking	December 2017		Year to Date	
	Participants	Participant hours	Participants	Participant hours
Gymnastics	28	143	125	855
Fitness and Dance	17	83	126	670
Education	0	0	52	260
Birthday Parties	70	140	320	640
Special Event	110	300	292	2,900
Participation Total	226	667	951	5,325

December 2017

We hired 2 new Gymnastics Instructors in November. We used the month of November as a time to train our new staffers and let them assist with our other instructors. Those two instructors have both started leading their own classes in January.

Cookies and Cocoa with Santa was held at the Dundee Fire station on Monday December 11th. We had at least 110 people in attendance for this 3 hour Christmas social.

Preparation for Father Daughter Dance has begun (Feb 10th). This year we have decided to bring in a new photographer for the event. Every participating family will have a 4*6 formal photo taken and printed onsite. Additionally our new photographer will take event pictures for the duration of the party. Each family will then receive a photo album e mailed to them the week following the dance. We are hoping that these additions help build value for the event.

CPRD signed an agreement with the Delphian School in Sherwood. They have contracted our Gymnastics Program to teach a Gymnastics/PE class for them. Starting in January, the Delphi school will bring 25 grade school students to us every Monday for a 1 hour long class. Our agreement has us scheduled until Spring break. But we are planning on meeting in February to discuss extending the contract to run until June.

Respectfully Submitted by:

Matthew Compton

Recreation Coordinator.

December 2017 Activity Report
 Department 456
 Chehalem Senior Center

Department 456
Participation Tracking

Activity	December -17	2017-2018 totals
Bingo	93	699
Crafts	58	382
Day Trips	27	88
Meals on Wheels	1401	8094
Senior Center Lunch	250	1606
Special Events	112	743
Classes	27	223
Clinics	61	467
Games	133	887
Exercise	256	1646
Food Dist	155	1299
Volunteer	122	739
Misc	38	286
Participation Total	2733	17159
Participant Hours	5,875	33244

Sports Advisory Council:

Back in October the 50+ Sports Advisory Council decided to focus its attention towards the formation of outdoor walking programs that utilize CPRD's Nature Trails. We have been in contact with a guide/instructor from the Yamhil Co Watershed Council. We are planning to take our first small group on an outdoors hike on Feb 2nd. This will be a good time for us to evaluate the trail and evaluate the guide.

Senior Center Christmas Party:

Another pretty smooth party at the senior center. Roughly 60 people were in attendance. Our senior center was visited by the Crater Choir, professional pianist Susan McDaniel, and a cute miniature pony dressed as a reindeer. Of the 60 who attended, 20 were new to the senior center.

Respectfully Submitted by
 Matt Compton
 Recreation Coordinator

December 2017 Activity Report
 Department 457
 Community School

Department 457 Participant Tracking	December 2017		Fiscal Year to Date	
	Participants	Participant hours	Participants	Participant hours
Music	0	0	35	280
Dance and Fitness	0	0	59	595
Martial Arts	0	0	10	300
Science	0	0	20	256
Arts	5	15	55	596
Special Events	110	200	470	705
Participation Total	105	215	649	2,732

- Community School department runs in seasonal classes. Nearly all of our Community School programs had already began back in October and are just starting to conclude in December. Our Christmas Craft Workshop was the only community school class that started in December.
- We had roughly 110 people attend our Community School Showcase on December 5th at 6:30 in the NHS Auditorium.
- In December Matt Compton held a meeting with the Vice Principal of Chehalem Valley Middle School and the Vice Principal of Mt.View Middle School. We have set up an instructors training for teachers in both of those schools. We are going to teach instructors to better use robotics kits. It is our hope that after investing a little time into this workshop, we will identify a teacher at each site who would be willing to run a Robotics/Stem club at each school. That training is scheduled for January 25th.

Respectfully Submitted by
 Matthew Compton
 Recreation and Community School Specialist

Dept- 455 CARE

C.A.R.E

CARE	Enrollment	Dec. total part. hrs.	
Austin	40	40 part. x 55 hrs. = 2200	
Crater	83	83 part. x 147 hrs. = 12201	
Dundee	50	50 part. x 55hrs. = 2750	
Edwards	79	79 part. x 55hrs. = 4345	
Ewing Young	28	28 part. x 55hrs. = 1540	
Mabel Rush	72	72 part. x 55hrs. = 3960	
Community Center	29	29 part. x 219 hrs. = 6264	
Total	382	33,260 part. hours	

December brought unseasonably good weather and healthy kids so our attendance numbers remained good all month. We had 8 days of winter break at Antonia Crater Elementary and Chehalem Community Center with a variety of fun activities and excursions with an average of 63 kids each day.

We have also experienced changes in staffing as 5 of our leaders from this fall left either before winter break or just after winter break in order to pursue new jobs. Unfortunately, I had to interview during this busy season, but am happy to say I have filled most of the openings.

Our C.A.R.E. program has gotten many positive comments from the community recently about the program. We hope to continue to maintain the level of service while we continue to grow.

Dept 472- Concessions

Stands are closed and as the contracts for the season are complete and ready to be sent out.

Dept 474- Bonnie Benedict Preschool

Class	Enrollment	Total part. hrs.	
4 year old class	24	24 part. x 21hrs = 504	
3 year old class	13	13 part. x 12 hrs. = 156	
total	36	660 part. hours	

Both classes enjoyed seasonal activities for December. Lessons wrapped around celebration but also science, math and reading readiness. Santa and Mrs. Claus visited each class the last day of school before winter break. The children enjoyed a party with Santa and their friends. Our children decorated a tree and made presents for their families.



Chehalem Aquatic and Fitness Center

Water Rescue Report

To be completed and turned in to Aquatic Coordinator within 24 hours of rescue

Primary Rescuer Maggie Bolden
 Day/Date of Rescue Tuesday, January 2, 2018 Time 7:10pm
 Type of Swim Public Approximate Number of Swimmers 25
 Other Lifeguards on Duty Tina

Individual's Personal Information

Name Reese Allen Age 5 (M) / (F)
 Parent/Guardian Brad Allen
 Address 3200 Crestview Dr. Phone Number 503-267-8191
 City, ST, Zip Newberg, OR 97132 Email —

1/3/18
 mmw
 3:37 PM
 JJ

Witness Name/Phone Number _____

Description of Rescue (use back if needed)

Distressed Active Passive Spinal

Location (what part of the pool?) Shallow end - near tot dock

Rescue Skill Used (Assist, Active Rear, etc.)

Active Rear

Unassisted Exit Backboard Extraction Spinal Extraction

Reason for Rescue Child was sinking, swallowing water (active drowning)

Follow-Up Care? (Y)/(N) If follow-up care was given, a Medical & First-Aid Report is REQUIRED.

Released to:

Resume Activity Parent/Guardian EMS
 Other _____

Rescuer Signature Maggie Bolden Date 1/2/2018
 Aquatic Coordinator Signature Jana Franks Date 01/03/18

Pat on the back

registration cprdnewberg.org

Tue 1/2/2018 8:26 PM

To: tfranks cprdnewberg.org <tfranks@cprdnewberg.org>;

Tara,

The family involved in the incident tonight wanted to be sure you knew how impressed they were by the lifeguards during public swim tonight.

Susan

Registration Desk
CHEHALEM PARK & RECREATION DISTRICT
Newberg, Oregon 97132
503-537-2909 or 503-538-7454

January 4, 2018

Dear Don,


Please accept this letter as my formal notice of retirement and resignation from Chehalem Park and Recreation District. It has been a wonderful 26 years working with this agency to provide programs for the community we serve. I appreciate all the opportunities to grow and learn in this position. I thank **you** for the freedom to do so. It has been exciting and fun to work with such amazing people. But someone once said to me, "You will know when it's time to go."

I would like my last day to be March 2, 2018. Hopefully, this will give me time to work with staff to keep programming at the same level. Early March is a time to begin hiring for summer programming and gearing up for fall programming. By leaving at the beginning of the month, staff will have an opportunity to put their own stamp on the programming going forward.

I have worked for 50+ years in various careers and now it is time to move into the next chapter of my life. I look forward to new and exciting opportunities in the future. I'm sure I will find new challenges and fun in the future and I look forward to trying new things. Carl and I love this community and expect to remain here for many years to come.

Thank you, again for every opportunity you have allowed me to work with or to strive to improve upon. I'm proud to have been a part of our amazing Chehalem Park and Recreation District family.

Sincerely,



Lynne Patrick

Newberg Early Bird Rotary Foundation
P.O. Box 1060
Newberg, Oregon 97132

December 30, 2017

Jim McMaster
Newberg, Oregon

Dear Jim,

Thank you very much for your support at our Rotary Christmas Auction on Dec 8, 2017. Your donation of the Chehalem Glen Golf Gift Certificate will help support the continued efforts of our Newberg Early Bird Rotary Club. Carrie Palmore was the winner!!

Thank you for being a partner in our community!


Sincerely,

Newberg Early Bird Rotary Foundation

EIN# 20-3306635

Newberg Early Bird Rotary Foundation is a 501(3)(c)

No goods or services were provided in exchange for this contribution

From: [mcompton cprdnewberg.org](mailto:mcompton@cprdnewberg.org) mcompton@cprdnewberg.org 
Subject: For the board packet.
Date: January 10, 2018 at 11:59 AM
To: [kricker cprdnewberg.org](mailto:kricker@cprdnewberg.org) kricker@cprdnewberg.org



From: Susan Baird <susan2baird@gmail.com>
Sent: Wednesday, January 10, 2018 11:44 AM
To: [mcompton cprdnewberg.org](mailto:mcompton@cprdnewberg.org)
Subject: Thanks to Jennie!

Hi Matt,
Please tell teacher Jennie thank you for making Elly's birthday party so much fun! Jennie was sweet and fun and had so many great things for the girls to do. They all LOVED it and several of them want to sign up for gymnastics classes now! Thank you, Jennie!!
Best,
Susan Baird



DEAR TARA -

Thank you so much for your support for our students. We greatly appreciate the donation of pool passes to keep our kids connected and active over winter break.

Your generosity means a lot to a lot of students. We're so grateful to have you & CPRD as Community Partners.

Happy Holidays,
Autumn Fest

Dear Don -

Thank you so much for sponsoring the 2017 Oktoberfest. It was bigger & better than ever and we really appreciate your continuing support!

Thanks again!

Hesie Dale
Newberg Early Birds Rotary

"Tell me, and I'll forget
Teach me, and I'll remember
Involve me, and I'll learn."

Gwen
to Matt
Was addressed
concerns handled

Monday, November 6th 2017 my son attended his first class ever with Gymnastics in Newberg Oregon. During the course of an hour I sat along the wall with the other parents, observing the teaching methods of the two young ladies instructing the group of children. These kids range in ages 3-5 years old. My son is three years old. He is able to follow a group and although he is delayed in his speech, this is by no means an indication of stupidity. The only lack of understanding that I witnessed was from his instructors.

My son has a strong and eager spirit. His Father and I signed him up for Gymnastics due to his natural talents for physical education and his motivation in the subject. When we go to a park with other children, he tends to outpace them all when it comes to physical abilities. He is especially good at the balance beam. We wished to nurture his interests and decided that he was old enough and able to be introduced into a class. The website stated for children ages 3-5, most of the children in attendance seemed to be a year or two older than Ren. In this Mother's opinion that is actually a good thing, because now he is able to see how he is supposed to behave in a class environment with other kids. However he does require guidance, and he needs to be taught how to do this if he is expected to understand. I noticed that there was no teaching a new student how class works. The instructors seemed to focus only on the children who were already familiar with Gymnastics and how things go. I am certain at one point in time those same kids needed to be taught to sit and listen to the group. I'm positive they didn't just know and that they needed to be taught first. I feel as though my son was completely excluded due to his age and gender.

I counted ten children, eight girls and two boys. Neither boy was given the same attention as any of the little girls. My son was outed because he was too eager. In fact these young instructors outwardly expressed favoritism towards one student especially, by stating that she was the favorite of the bunch. I wonder how many of the kids within earshot of that comment felt like they were less.

A small wallflower that refused to peel herself from her Mother was given significantly more attention than my son. A little girl, who did not want the attention or focus on her, was nurtured and encouraged to try attempting things on her own. In fact she was given special treatment for being shy. When my son, who requires attention and was ecstatic to be a part of the group, was not only excluded but punished for being impatient and emotional. He was never once given the opportunity to try things on his own. I watched a young woman pull my son out of line over and over and over again. Each time he would become more upset. This was the same lady who told me to my face that she couldn't handle my three year old. Conveniently neither of the instructors witnessed my son get cut in front of in line, I have photos. They only seemed to acknowledge when my son would do something wrong. I'm all for safety and following the rules, but he is three years old and making him wait an excessive amount of

time is not only obnoxious it is downright cruel to do to a little kid. It doesn't work. Especially when all he wanted to do is be just like those role models who kept excluding him.

The instructors also supposedly didn't take notice to the fact that my son got to participate in nothing but running laps! He was punished and tormented. I watched both of these girls tell my son to his crying face, "If you cannot stop crying and won't listen you can't be in gymnastics." At which point he loses it and seeks me out for comfort. First of all telling a child who is emotional that if they do not get their emotions under control they cannot be a part of the group that they so desperately want to be a part of, is not an appropriate way to calm down any child. The reason he was crying was because he was being controlled, stifled and excluded. Leading me to my second point, my question being had he been a little girl crying would the actions taken have been the same? ...I thought not.

I understand safety and I have zero problems with my son being taught regulations for class. I do however take issue with my son being overlooked and completely excluded. Being told to his face that he can't participate. We paid the same money everyone else did and received a fraction of the experience. My son deserves better than that. I have no problem working with him as part of the class if that is what is necessary. But I refuse to allow my son to be robbed of the opportunity to have fun and learn just like every single other student in that class. Nobody can push him out just because they are having difficulty keeping his attention. Try changing the approach and studying different teaching methods. It is not the three year old who is unable to learn.

Each time he was involved in the lesson and shown what to do, he mimicked his instructors. Teach him like that, every single time. I have voiced my concerns with Chehalem Park & Rec.

Sincerely,

Kitreena Stang-Green,

Mother of Ren Green, a hyper active three year old little boy with a very strong will.

EDIT: Monday the 20th was not as good at the class that took place on the 13th. Last Monday went so well that I did not feel the need to give this letter to either instructor or supervisor. However due to the contradictions last night, I feel as though what I have to say needs to be heard.

I sat back and watched one instructor promise the children that no matter where they were at in line, they would all get the same amount of turns. However not five minutes later told the class of 3-5 year olds that if they don't stand in line they don't get a turn... So which is it? If an adult is having difficulty understanding your directions how do you suppose my three year old is going to handle it? All he sees is that he doesn't get a turn. He stands, he waits and he gets bored and finds something else to do. No offense, but the goal here should be to ensure that all the children are enjoying themselves.

I am all for following the rules, but perhaps a different approach would be better? There is a roster with every child's name on it, write down the ages and start them out youngest to oldest and follow the list by calling out the names. That way every single kid gets the exact same amount of turns every single time. Why this order? It makes more sense, that way the little kids get at least one turn! I am so incredibly done watching my son get yanked out of line for "cutting" when I seem to be the only person taking notice to the fact that he just got cut in front of by not one, not two, but three little girls! Each of them is older than Ren and knows better, and receives NO reprimanding.

I should not need to intervene, at all. I should be able to film my son and take pictures and watch just like every other parent. But I find myself having to stand in line just to ensure my son gets a turn because neither of these ladies seems to realize that he is being excluded. It's easier to tell the little annoying kid to just sit on a mat, but it is not right. I will not deny my sons lack of listening skills. He needs to be in a class so that he can learn and understand how it works. But do not contradict the instructions, promising the same amount of turns and then taunting the kids later exclaiming that the more they get in line, the more turns they get... My son got cut in front of too many times and nobody addressed it. However they're sure to notice the three year olds mistakes.

One out of three classes has been good. Here's hoping that the last class makes up for everything and I don't have to feel like I wasted my money. I want my son to be a part of Parks and Rec just like I was, but not if he keeps getting excluded. He looks forward to Mondays and I do not want to take that away from him, he loves being a part of a group. He will learn but it is going to take patience, he is three. Give him a break and for goodness sakes give him A turn! Example, "We're just reviewing the balance beam because you have all done it and improved." Fact: It was his first time on it. Pay attention, please and thank you.

Signed,

An obviously frustrated parent of a hyper active little boy, who is fully capable of learning in a group and in fact, continues his learning at home on his own without being asked to do so. He is excited so let him be a part of it! Thank you so much, I do appreciate those who took the time to read my concerns and hopefully utilize my suggestion.

SUGGESTIONS
* YOUNGEST TO OLDEST NAMEC ALL
* NO MORE LINES
* SWITCH CLASS TIMES
* YOUNGER FIRST-OLDEST
LAST
2 INSTRUCTORS
ONE TEACHING & THE
OTHER ENTERTAINING
THE KIDS.



mmartin cprdnewberg.org

From: mmartin cprdnewberg.org
Sent: Monday, January 22, 2018 8:56 AM
To: mmartin cprdnewberg.org

Touching base about this again as Spring will be here before we know it. Did the tennis courts and needed repair get talked about at the last board meeting? I've been playing lots in this dry weather. We were at Dundee the other day which also need some attention. With the GFU courts leaving to make a parking lot :(the need will be greater soon. Please let me know if there is anything I can do about these needs (besides come up the the \$. Sure wish I could...). Thanks so much!
Laurie Rauch

Tuesday December 12, 2017 17:54:03

Source URL: <http://www.cprdnewberg.org>

Source Title: Home Page | Chehalem Park & Recreation District

Accessibility Review (Guidelines: WCAG 2.0 (Level AA))

Report on known problems (0 found):

👍 **Congratulations! No known problems.**



Donated Items Receipt

Newberg Early Bird Christmas Auction – December 7th 6:30-8:30 am

Newberg Early Birds Rotary Foundation is a 501(3)© EIN# 20-3306635

Newberg Early Bird Rotary Club would like to thank you for your donation. With your donation we are able to raise over \$15,000 to continue to fund these very successful projects in our community and many more:

- Youth Exchange Program
- SMART – Start Making a Reader Today at Edwards Elementary
- Rotary Sponsored disaster relief shelter boxes
- Thanksgiving, Christmas and Easter Family Dinners
- Cultural Center Park, Herbert Hoover Park and Memorial Park
- Score boards at Jaquith Park
- Various donations for the Newberg High School
- Beyond Back Packs program for kids
- My Zone after School programs
- Sponsor of Tune on Tuesdays
- Mindfulness Education at CVMS
- Newberg High School various requests, theater mics, freshman lunch, grad night, power tools etc...
- Newberg/Dundee police gloves
- Dental kits for Halloween

We thank you very much for your continued support of our Rotary Club and our community!

Sincerely,

Rotary Christmas Auction Committee 2017

Contact: Kari Fahrenkopf – Newberg Early Bird Rotary President Elect 2018/2019 – 503-819-6297

Name	Description of item	Estimated Value
Chehalem Park & Rec	Certificate for 18 hole golf with cart for 4 Chehalem Glen Golf Course	\$176

Early Bird Rotary Club Address: 1102 N. Springbrook #103, Newberg, OR. 97132

Rotary



The Newberg Rotary Foundation

P.O. Box 1029
Newberg, OR. 97132

November 20, 2017

CPRD
Lynne Patrick
125 E. Elliott Road
Newberg, OR. 97132

Dear Lynne,

On behalf of the Newberg Rotary Foundation, we are happy to award you and the Chehalem Parks and Recreational District, \$11,000; see the attached check. It is our hope that you will have another great year and more youth will be able to participate via your Scholarship program.

We greatly value, appreciate and congratulate you on the wonderful services you provide to the youth of our community. We are happy to support and partner with you in these community endeavors.

In Service Above Self,

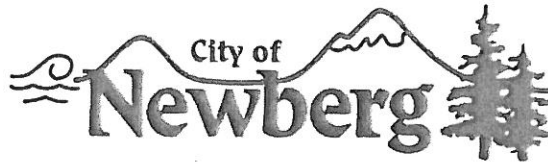
A handwritten signature in black ink that reads "AUGUSTE".

Augustine Gonzales
NRF Treasurer

P.S. Please consider a presentation to the Newberg Noon Rotary Club. Additionally, please send me a couple of candid digital photos with permission for use during our annual Rotary Fundraising Auction held each year. (Email: auggiegonzales@yahoo.com)

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NRF Board Members: President; Spike Sumner, V.P. Bob Ficker, Secretary; Andrew Aylor, Treasurer; Auggie Gonzales, Directors, Jeff Lane and Leona Todd.



PROCLAMATION

A PROCLAMATION DECLARING DECEMBER 4th, 2017 AS NEWBERG WATER POLO TEAM DAY IN RECOGNITION OF THEIR ACHIEVEMENTS

WHEREAS, the members of the Newberg Boys and Girls Water Polo teams have excelled in their sport,

WHEREAS, since its inception in 1983 the Newberg Boys Water Polo team has won 16 state championships and 28 league championships with their latest victory being their 4th straight Class 6A state championship on November 11, 2017 in Corvallis, Oregon; and

WHEREAS, since its inception in 1983 the Newberg Girls Water Polo team has won 20 state championships and 26 league championships with their latest victory being the Class 6A state championship on November 11, 2017 in Corvallis, Oregon; and

WHEREAS, Wilson Johnson of the Newberg Boys Water Polo team was named Most Valuable Player and Mackenzie Russell was named Most Valuable Player of the Newberg Girls Water Polo team for the state championship tournament; and

WHEREAS, the teams received guidance and leadership from the Boys Team Captains – Dalton Paskett and Dane Findley and the Girls Team Captains – Grace Kavanagh and Mackenzie Russell; and

WHEREAS, the City of Newberg would like to recognize the achievements of these student athletes for their superior accomplishments; and

NOW, THEREFORE, IT IS PROCLAIMED by the Mayor and City Council of the City of Newberg, Oregon, that December 4th, 2017, as

NEWBERG WATER POLO TEAM DAY

in the City of Newberg and we urge all residents of Newberg to recognize, support and commend these students.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the Seal of the City of Newberg to be affixed on this 4th day of December, 2017.

Bob Andrews, Mayor