

AGENDA
CHEHALEM PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
CHEHALEM ADMINISTRATION OFFICE
125 S. ELLIOTT ROAD NEWBERG, OREGON
FEBRUARY 24, 2022 6:00 P.M.

JOIN WEBINAR <https://us02web.zoom.us/j/89209572170>

Webinar ID: 892 0957 2170 Passcode: 313753

- I. Call To Order**
 - II. Roll Call**
 - III. Approval of or Additions to the Agenda**
 - IV. Approval of Consent Agenda**
 - A. Approve Minutes Regular Board Meeting January 27, 2022 & February 10, 2022.
 - B. Approval of Bills Payable
 - C. Approval of Financials
 - V. Public Participation**
 - A. City of Newberg Urban Renewal Plan
 - B. Bob Youngman
 - C. Others not on Agenda
 - VI. Action Items/Committee Reports/Board Comments**
 - A. Personnel Handbook Approval
 - B. Reports and Comments from Board Members
 - VII. Old Business**
 - A. Updates on Projects and Questions
 - B. Pickleball Advisory Committee Report
 - C. Trails Advisory Committee Report
 - VIII. From the Superintendent's Desk**
 - A. Superintendent's Report
 - B. Staff Reports
 - IX. Correspondence**
 - A. Citizens' Comments/Evaluations
 - B. Miscellaneous Info
 - X. Adjournment**
- Next regular Board meeting is March 24, 2022.**

JOIN WEBINAR <https://us02web.zoom.us/j/89209572170> Webinar ID: 892 0957 2170 Passcode: 313753

To: Board of Directors
From: Superintendent
Date: January 21, 2022
Re: Background information for January 27, 2022 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. YOU CAN CALL IN FOR MEETING. YOU CAN ATTEND REMOTELY, VIA ZOOM. Kat will send information needed for meeting

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 (5-10) for Regular Meeting Minutes of January 27, 2022 & February 10, 2022

RECOMMENDATION: Approval of Regular Board Meeting Minutes for January 27, 2022 & February 10, 2022

B. Approval of Bills Payable – See pages (11-12). General Fund \$368,779.64. SDC FUND \$57,757.64. LOAN SERVICE FUND \$0.00. POOL BOND \$0.00. FOUNDATION \$75.90

RECOMMENDATION: APPROVAL OF BILLS PAYABLE.

C. Approval of Financial – Please see page (13). We did not have to borrow for the 2017-18, 2018-19, 2019-20, 2020-21 and 2021-22 budget. It is projected we will not borrow for the 2022-23 budget. The current debt is for the golf course, property on the river, fitness center and pool bond. We are allowed about \$92,400,000.00 in debt. As of 6/30/2021 we have \$23,912,998 outstanding long term debt obligations. Revenue is up in SDC fees. We refinanced the loans for the golf course, property and combined them with the loan for the pool and fitness center. This was done to save money. Currently we have two loans and one bond. Please note the general fund in previous years had transferred the money to pay for debt to the Loan Service Fund. We are now paying debt out of the SDC fund.

GENERAL FUND SUMMARY

DESCRIPTION	AS OF 01/31/20-21	AS OF 01/31/21-22	DIFFERENCE
TOTAL EXPENDITURES	\$ 2,890,416.46	\$ 3,468,583.65	\$ 578,167.19
TOTAL OPERATION EX.	\$ 2,859,013.74	\$ 3,416,663.14	\$ 557,649.40
TOTAL CAP/AQ/DEV/TRS	\$ 31,402.72	\$ 51,920.51	\$ 20,517.79
TOTAL REVENUE	\$ 8,276,059.35	\$10,179,759.06	\$ 1,903,699.71
TOTAL TAXES	\$ 3,037,594.63	\$ 3,265,954.69	\$ 228,360.06
TOTAL FEES & CHARGES	\$ 1,633,661.18	\$ 2,163,962.64	\$ 530,301.46
TOTAL OTHER REVENUE	\$ 212,286.95	\$ 163,214.33	\$ < 49,072.62>
BEGINNING BALANCE	\$ 3,392,516.59	\$ 4,586,627.40	\$ 1,194,110.81
<u>BALANCE</u>	<u>\$ 5,385,642.89</u>	<u>\$ 6,711,175.41</u>	\$ 1,325,532.52

SDC FUND SUMMARY

DESCRIPTION	AS OF 01/31/20-21	AS OF 01/31/21-22	DIFFERENCE
BEGINNING BALANCE	\$ 2,048,280.51	\$ 1,941,451.07	\$ < 106,829.44>
INTEREST	\$ 8,425.91	\$ 7,110.40	\$ < 1,315.51>
CITY OF NEWBERG	\$ 302,649.48	\$ 2,226,788.34	\$ 1,924,138.86
CITY OF DUNDEE	\$ 24,241.24	\$ 63,206.20	\$ 38,964.96
COUNTY OF YAMHILL	\$ 94,547.76	\$ 55,659.11	\$ < 38,888.65>
TRANSFERRED IN	\$ 0.00	0.00	\$ 0.00
TOTAL REVENUE	\$ 2,478,144.90	\$ 4,294,215.12	\$ 1,816,070.22
TOTAL EXPENDITURE	\$ 482,372.79	\$ 405,510.05	\$ < 76,862.74>
<u>BALANCE</u>	<u>\$ 1,995,772.11</u>	<u>\$ 3,888,705.07</u>	\$ 1,892,932.96

Please note the operational cost in the General Fund is up. The operational revenue Fees & Charges are up. SDC Fund is up. Please remember the debt was to come out of SDC's for the 2020-21 budget and the 2021-22 budget. It will be planned to take debt out of SDC's for the 2022-23 budget.

RECOMMENDATION: Approve Financials as submitted

V. PUBLIC PARTICIPATION

- A. City of Newberg Urban Renewal Plan - Please see Page (14-30) for presentation.
- B. Bob Youngman – Requested to be on the agenda.
- C. Others not on agenda – We have no other request at this time.

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

- A. Approve Personnel Handbook – Was put in last month's agenda. Jim and Heidi met.

RECOMMENDATION: Approve Personnel Handbook.

- B. Reports and Comments from Board Members – Given at meeting

VII. OLD BUSINESS

- A. Update on Projects, Operation and Coronavirus Pandemic – Will discuss at meeting. Staff will be present to answer questions.
- B. Pickle Ball Advisory Committee – Will give latest info at meeting.
- C. Trails Advisory Committee – Will give latest info at meeting.

VIII. FROM THE SUPERINTENDENTS DESK

- A. Superintendent Report – Master Plan follow up. SDC annual increase. Please see page (31)
- B. Staff Reports – Please see pages (32-44).

IX. CORRESPONDENCE

- A. Citizens Comments/Evaluations – Please see Pages (45-51)
- B. Miscellaneous Information – Please see pages (52-71).

X. ADJOURNMENT.

Next Regular Board Meeting March 24, 2022

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**CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
January 27, 2022
MINUTES**

- I. Jim McMaster called the meeting to order 6:00 p.m., since Lisa was remote.
- II. Roll Call
 - Board members:
 - Gayle Bizeau
 - Don Loving
 - Jim McMaster
 - Bart Rierson, remotely
 - Lisa Rogers, remotely
 - CPRD Staff:
 - Don Clements, Superintendent
 - Casey Creighton, Basic Services Supervisor, remotely
 - Kellan Sasken, Special Services/Golf Director, remotely
 - Heidi Smith, Administrative Coordinator
 - Kat Ricker, Public Information Director
 - Public:
 - Auditor Sean Chamberlin of Pauly, Rogers and Co., P.C., remotely
 - Tom Hammer
 - Pickleball Advisory Committee members:
 - Hunter Wylie
 - Linda Sandberg
 - Lance Trantham
 - Mike Kringlen
 - Sheryl Greiner
- III. Approval of or changes to agenda –
 - Moved Don Loving
 - Second Lisa Rogers
 - Passed unanimously
- IV. Approval of consent agenda
 - a. Approval of minutes of regular December Board meeting
 - b. Approval of bills payable
 - c. Approval of December financials

- d. Motion to pass Resolution #01-01-22, approving a 2.5% COLA pay increase for staff, effective Jan. 1, 2022, from the contingency fund.

Moved Bart Rierson

Second Don Loving

Passed unanimously

V. Public participation

a. Review of draft audit for 2020-21; independent auditors' report required by Oregon State regulations. Auditor Sean Chamberlin of Pauly, Rogers and Co., P.C. presented.

b. Pickleball presentation by Hunter Wylie, on behalf of Pickleball Advisory Committee. Wylie intends to submit a \$4.15 million grant request to Oregon Health Authority at the end of January, for construction of an indoor pickleball complex with multiple courts. He cited several possible suitable locations that the committee had identified, and requested approval to locate a new facility on Chehalem Glenn Golf Course third-nine expansion area. A trailhead could be located there and share the parking area. Wylie also suggested relocating planned bridge currently designated for Newberg-Bypass Trail; Clements explained that this location had been specified with ODOT. Discussion: Lance Trantham said this will bring people into the community. Loving said he supports the project; however, he wants to protect the golf course, and wants more input from golf course staff on the plan. Casey Creighton said that he had spoken with the golf course architect John Steidel, and said that he is leery of changing his design (shifting one tee/hole). Rogers asked about the potential of applying for grant without a land decision; Wylie said a land decision would need to be had by the time the grantors make their selection (in February). McMaster said he does not have enough information (road improvements, and more) to make a decision. Clements recommended the Board approve it, because it is an opportunity, and the money would help the community, and make the final decision in two weeks; the Board agreed to meet in a special meeting in order to make a final decision. Rogers asked Wylie to find out if OHA would require a lease agreement. Wylie said he was reluctant to raise an issue and the grant was not specific. Linda Sandberg urged Board to support the application.

Rogers recommended that the staff write a letter of support for the project, for inclusion in the application. This would indicate that CPRD's commitment to finding a location.

Rierson said that he would not support the Friends' Park location, but with golf course staff approval of it, he would approve golf course location.

Motion for staff to write letter as Rogers described.

Moved Don Loving

Second Lisa Rogers

Passed unanimously

c. Others not on agenda - None

VI. Action items/committee reports/Board comments

- a. Appointment of CPRD Budget Committee for 2022 - 2023: Andrew Yinger, Mike McBride, Elizabeth Comfort, Jim Talt, Elijah Dickson - All served the cycle prior and have agreed to serve again.

Motion to appoint

Moved Lisa Rogers

Second Bart Rierson

Passed unanimously

- b. Approval for adoption of revised CPRD Employee Handbook - Administrative Coordinator Heidi Smith worked on this revision; she reported that the handbook has been reviewed by the SDAO service HR Answers, and updated with resources from Cascade Employment, in order to ensure compliance with current Human Resource policies and state and federal laws. Smith described updates. Loving gave background on Rogers and himself forming HR committee together with staffers a couple of years ago, culminating in this update. McMaster proposed to table approval until February meeting; he wanted to go over workers compensation part of it with Heidi. The Board agreed to table it.

- c. Reports and comments from Board members

Gayle Bizeau – No comment

Don Loving – Legislature starts next week, hasn't seen anything particular to parks and rec. Peter Siderius's mother was in Hospice care.

Jim McMaster – Early Rotary Club approached him about Scott Leavitt Park structures; club is willing to discuss potential funding new playground equipment.

Bart Rierson – Pleased with work staff did on Ewing Young Park Trail; however, described muddy spot. He explored trail that Marty Peters had described and recommended it.

Lisa Rogers – No comment

VII. Old business/project updates

- a. Projects, operations, and Coronavirus pandemic – Creighton gave update on Sander Estate plan, Crabtree Park culvert, and more; see report in packet.
b. Pickleball Advisory Committee – meeting minutes in packet
c. Chehalem Heritage Trails Advisory Committee – meeting minutes in packet

VIII. From the superintendent's desk

- a. Superintendent's report – Clements presented his revised CPRD Parks Master Plan executive summary; he said it would be a long process to update it, and he invited comments on what they have so far. Clements reminded the Board that on July 1, 2022, the next Board-

approved, scheduled, annual increase of System Development Charges rates will take effect; he presented the updated figures, based on .0843 percent increase.

McMaster and Clements met with Paige Knudsen family to have an exploratory discussion about potential of having trails on their property, and there was nothing to report.

- b. Staff reports – Kat Ricker gave an update on various activities, including the hiring of new Senior Programming Specialist Sarah Larison, replacing retired Polly Tremaine; registration is open for Father Daughter Dance, this year open to entire families; registration is open for Camellia Run; TrailKeepers of Oregon Board member Matt Dolphin, who is serving on Trails Advisory Committee, has talked with staff about potential of volunteering maintenance labor for CPRD trails.
Kellan Sasken gave an update on golf course; see report in packet.

IX. Correspondence

- A. Citizen comments/evaluations – anonymous letters regarding water exercise classes were discussed, and McMaster thanked the letter author for submitting the letters.

Board decided to continue this meeting at 6 p.m. on Thursday, Feb 10th, for the purpose of discussing the topic of the pickleball project and the pending grant application.

- X. The meeting close (but did not adjourn) at 8:02 p.m.
Don Loving moved that we closed to reconvene on Feb. 10th.
Gayle Bizeau seconded.
Passed unanimously

Respectfully Submitted,

Kat Ricker, Public Information Director

**CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
February 10, 2022
MINUTES**

- I.** Jim McMaster called the meeting to order 6:00 p.m.
- II.** Roll Call
- Board members:
- Gayle Bizeau
Don Loving
Jim McMaster
Lisa Rogers, remotely
- Absent - Bart Rierson
- CPRD Staff:
- Don Clements, Superintendent
Richard Cornwell, IT Specialist
Casey Creighton, Basic Services Supervisor
Kat Ricker, Public Information Director
Julie Petersen, Special Services Superintendent
- Public:
- Pickleball Advisory Committee members:
- Hunter Wylie
Nicholas Konen
Linda Sandberg
Lance Trantham
Sheryl Greiner
- III.** Pickleball complex discussion continued from Jan. 27, 2022:
- Don Clements said the Board needed to decide on a location. The golf course would not be a safe location. Clements met with NSD Board chairman Dave Brown, the interim superintendent, and facilities director Larry Hampton and discussed possibilities of two sites owned by Newberg School District: Renne Field, at Blaine and West 6th St. near Ewing Young Park; and a 17-acre parcel off Edwards Drive in Dundee, which was purchased and designated for construction of a school, with the idea of sharing the site and its parking. Two other sites: one off Corral Creek near Schaad Park; one behind current Dundee Elementary School at Dundee Billick Park. Clements said that he had expressed desire for a 99-year lease; Don Loving

asked about the terms of a lease; no details yet.

Hunter Wylie said streets around Renne Field would have to be improved. Wylie suggested behind Chehalem Valley Middle School; Julie Petersen said that field is used. Wylie spoke in support of golf course property; staff gave reasons why this would not be best. Linda Sandberg and Sheryl Greiner said a concern of placing it in a residential area such as Renne Field or Schaad Park would be noise; Hunter disagreed. Nicholas Konen said he was in the Renne for an hour this evening and counted 18 people using it for frisbee and other activities, and said as a neighborhood resident who uses it, he would hate it if it were taken away.

Timeline for OHA grant application which is in process was discussed; decision expected by March 1 and funds dispersed by March 15.

Gayle Bizeau asked about the cost of golf course redesign; Casey Creighton said it was \$90,000; Clements said that he would want to get a redesign for less (if this altered the third nine holes). Lisa Rogers cited the many complex things that would have to be addressed, and that the public was expecting a third nine, because that was what the Board had promised.

Clements said if the grant is awarded, then CPRD should meet with school board and discuss options.

Don Loving said although he is in support of this project, he will protect the golf course, and the integrity of the third nine as planned.

Clements said that if the Board agrees, he will ask the (interim) superintendent when the earliest is that he can get together, keep all options on the table, and discuss it. The Board agreed thusly.

Gayle Bizeau and Don Loving agreed to represent the Board in discussions with NSD and Clements.

The Board discussed the potential need for a future need to schedule a joint meeting.

IV. Adjourned at 7:07 p.m.

Respectfully Submitted,

Kat Ricker, Public Information Director

**ACCOUNTS PAYABLE AND PAYROLL
FROM JANUARY 21, 2022
UP TO FEBRUARY 17, 2022**

ACCOUNTS PAYABLE FOR GERNERAL FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TYPE CHECKS</u>
125494-125621	\$ 183,737.97	ACCOUNTS PAYABLE
125494-125558,125584,125585 were payroll checks		
	\$ 1,043.40	PAYROLL
WIRE TRANSFER PAYROLL	\$ 177,719.27	PAYROLL
2157-2178	\$ 26,279.00	MANUAL/ACH TRANSFERS
GRAND TOTAL	<u>\$ 368,779.64</u>	

BREAKOUT

<u>ACCOUNTS PAYABLE</u>	\$ 183,737.97
<u>PAYROLL</u>	\$ 178,762.67
<u>WIRE TRANSFER & ACH</u>	\$ 26,279.00

ACCOUNTS PAYABLE FOR SDC FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
1031	\$ 3,180.56	AKS
1032	\$ 52,562.58	GREEN WORKS
1033	\$ 1,172.00	SEA
1034	\$ 842.50	ANGELO PLANNING GROUP, INC
GRAND TOTAL	<u>\$ 57,757.64</u>	

ACCOUNTS PYABLE FOR LOAN SERVICE FUND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
NO CHECKS	\$ 0.00	
GRAND TOTAL	<u>\$ 0.00</u>	

ACCOUNTS PAYABLE FOR CAPITAL POOL CONSTRUCTION & POOL BOND

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
NO CHECKS	\$ 0.00	
GRAND TOTAL	<u>\$ 0.00</u>	

BREAKOUT

<u>CAPITAL POOL CONST.</u>	\$ 00.00
<u>POOL BOND DEBT</u>	\$ 00.00

ACCOUNTS PAYABLE FOR FOUNDATION

<u>CHECK NUMBERS</u>	<u>AMOUNT</u>	<u>TO WHOM</u>
189	\$ 50.00	SEC OF STATE CORPORATION
190	\$ 25.90	TECH SOUP US BANK
GRAND TOTAL	<u>\$ 75.90</u>	

FINANCIAL OVERVIEW
GENERAL FUND SUMMARY

DESCRIPTION	AS OF 01/31/20-21	AS OF 01/31/21-22	DIFFERENCE
Total Operational Expense	\$ 2,859,013.74	\$3,416,663.14	\$ 557,649.40
Total Capital Outlay & Transfers	\$ 31,402.72	\$ 51,920.51	\$ 20,517.79
GRAND TOTAL EXPENSES	\$ 2,890,416.46	\$3,468,583.65	\$ 578,167.19
Total Tax Revenue	\$ 3,037,594.63	\$3,265,954.69	\$ 228,360.06
Total Fees & Charges Revenue	\$ 1,633,661.18	\$2,163,962.64	\$ 530,301.46
Total Other Revenue	\$ 212,286.95	\$ 163,214.33	\$ <49,072.62>
Beginning Balance	\$ 3,392,516.59	\$4,586,627.40	\$ 1,194,110.81
GRAND TOTAL REVENUE	\$ 8,276,059.35	\$10,179,759.06	\$ 1,903,699.71

SDC FUND SUMMARY

DESCRIPTION	AS OF 01/31/20-21	AS OF 01/31/21-22	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 482,372.79	\$ 405,510.05	\$ < 76,862.74>
TOTAL REVENUE	\$ 429,864.39	\$2,352,764.05	\$ 1,922,899.66
BEGINNING BALANCE	\$2,048,280.51	\$1,941,451.07	\$ <106,829.44>
GRAND TOTAL REVENUE	\$2,478,144.90	\$ 4,294,215.12	\$ 1,816,070.22

LOAN SERVICE FUND SUMMARY

DESCRIPTION	AS OF 01/31/20-21	AS OF 01/31/20-21	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 0.00	\$ 0.00	\$ 0.00
REVENUE TRANSFERS	\$ 0.00	\$ 0.00	\$ 0.00
INTREST	\$ 135.65	\$ 204.98	\$ 69.33
BEGINNING BALANCE	\$ 33,567.32	\$ 33,702.97	\$ 135.65
GRAND TOTAL REVENUE	\$ 33,702.97	\$ 33,907.95	\$ 204.98

EQUIPMENT AND MAJOR MAINTENANCE FUND SUMMARY

DESCRIPTION	AS OF 01/31/20-21	AS OF 01/31/21-22	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 01/31/20-21	AS OF 01/31/21-22	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 0.00	\$ 0.00	\$ 0.00
GRAND TOTAL REVENUE	\$ 497,933.83	\$ 0.00	\$ < 497,933.83>

BOND LOAN SERVICE SUMMARY

DESCRIPTION	AS OF 01/31/20-21	AS OF 01/31/21-22	DIFFERENCE
GRAND TOTAL EXPENSES	\$ 326,987.56	\$ 310,486.15	\$ < 16,501.41>
GRAND TOTAL REVENUE	\$ 1,170,401.94	\$ 1,624,424.07	\$ 454,022.13

Subject: RE: CPRD Urban Renewal Presentation
Date: Monday, January 24, 2022 at 9:10:33 AM Pacific Standard Time
From: Doug Rux
To: Kat Ricker, Don Clements
Attachments: image002.png, image003.png

Kat,

How about February 24th.

Doug Rux, AICP
Community Development Director
City of Newberg
Direct: 503.537.1212
Cell: 503.550.4517
Pronouns: he/him



From: Kat Ricker <kricker@cprdnewberg.org>
Sent: Monday, January 24, 2022 8:15 AM
To: Doug Rux <Doug.Rux@newbergoregon.gov>; Don Clements <dclements@cprdnewberg.org>
Subject: Re: CPRD Urban Renewal Presentation

This email originated from outside the City of Newberg's organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Doug,

Certainly. Would you prefer the Feb. or March meeting? Both land on the date of 24th.

--

Kat Ricker
Public Information Director
Chehalem Park & Recreation District
125 S. Elliott Road
Newberg, OR 97132
971.832.4222 cprdnewberg.org | [Instagram](#) | [Facebook](#)

From: Doug Rux <Doug.Rux@newbergoregon.gov>

Date: Sunday, January 23, 2022 at 6:06 PM

To: "dclements cprdnewberg.org" <dclements@cprdnewberg.org>, "Kricker@cprdnewberg.org" <kricker@cprdnewberg.org>

Subject: CPRD Urban Renewal Presentation

Don & Kat,

As Newberg moves forward with development of its proposed urban renewal program there will be a confer and consult process that will begin on February 10, 2022 and run through March 28, 2022. I would like to get on the CPRD Board agenda to provide a presentation on the proposal. Please let me know what date is available and the date by which information needs to be submitted to CPRD be included in the packet.

Thanks

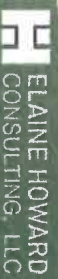
Doug Rux, AICP
Community Development Director
City of Newberg
Direct: 503.537.1212
Cell: 503.550.4517
Pronouns: he/him



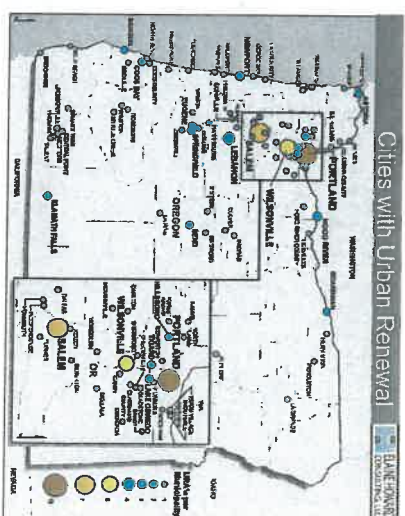
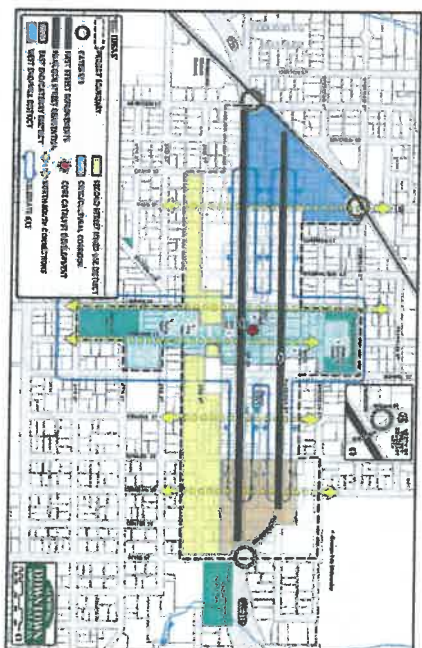
NEWMBERG URBAN RENEWAL PLAN

Chehalem Park & Recreation District Board of Directors

February 24, 2022



URBAN RENEWAL IN NEWBERG

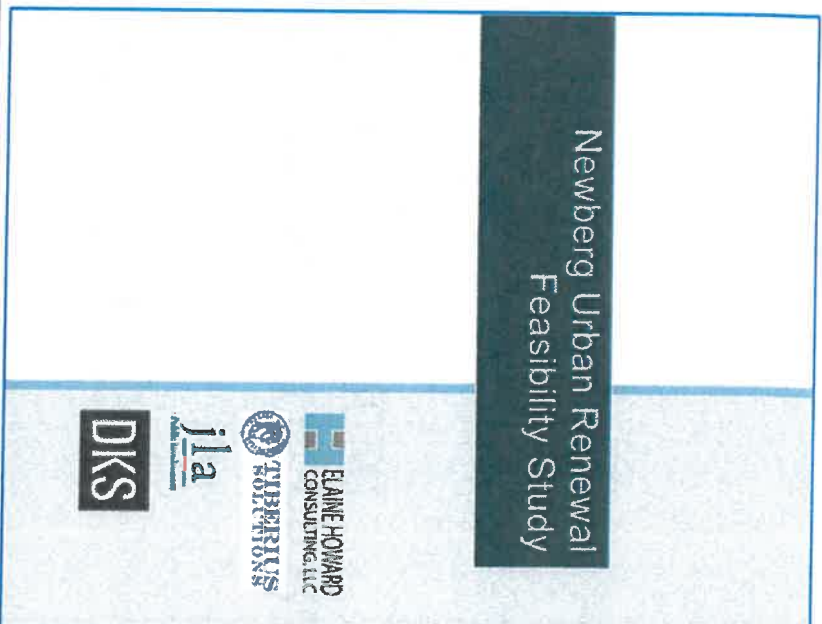
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FEASIBILITY STUDY PROCESS – Jan 2020 - July 2020

- Ad Hoc Citizens Advisory Committee – met 6 times
- Public Engagement: Web page, fact sheets, videos, community presentations, Newberg Wednesday Market, social media
- Planning Commission/City Council Briefings
- Informing Taxing Districts on Feasibility Study status

18

FEASIBILITY STUDY



City Council
Accepted Feasibility
Study July 20, 2020

AGENCY FORMATION

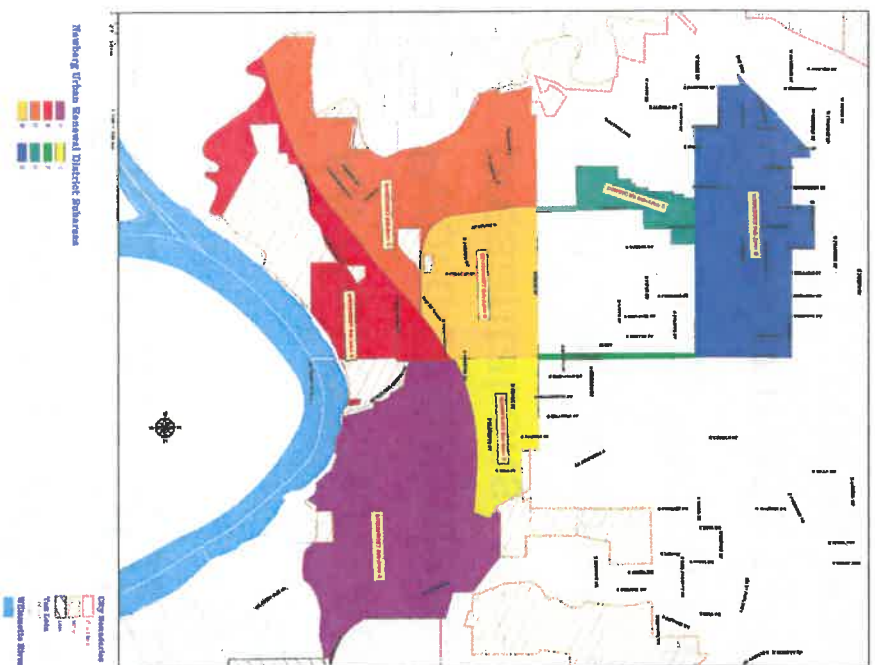
- City Council established the Newberg Urban Renewal Agency by Ordinance 2020-2865, August 17, 2020
- Declared that blighted areas exist

URBAN RENEWAL PLAN & REPORT

October 2020 – February 2022

- Ad Hoc Citizens Advisory Committee – met 11 times
- Public Engagement: Web page, fact sheets, videos, community presentations, social media
- Planning Commission/City Council Briefing
- Informing Taxing Districts on Plan & Report status
- Decision made by Newberg City Council to remove unincorporated properties

Newberg Urban Renewal District Subareas

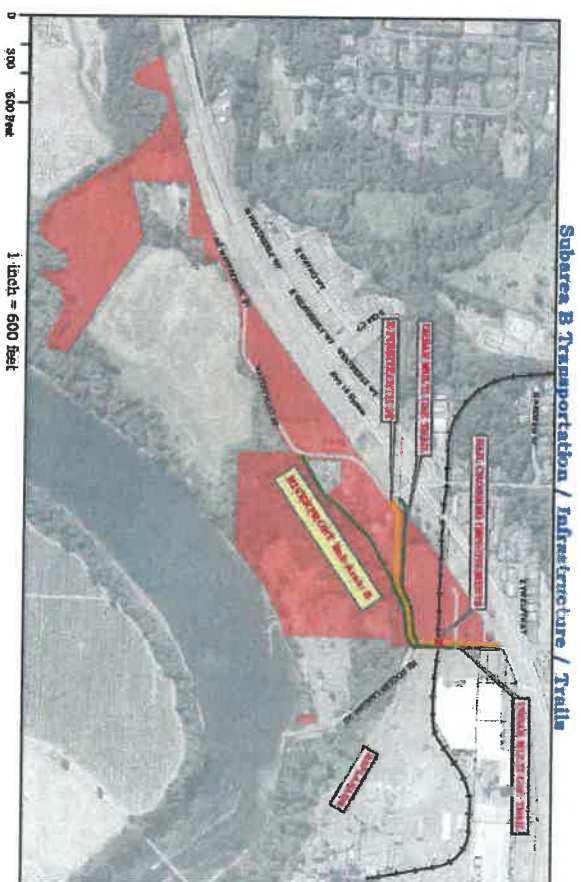
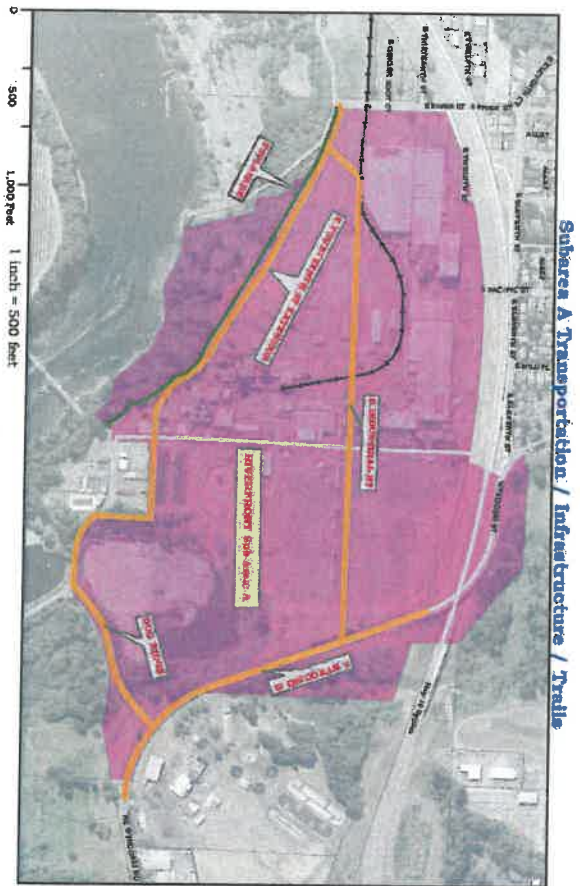


URBAN RENEWAL DISTRICT SUBAREAS

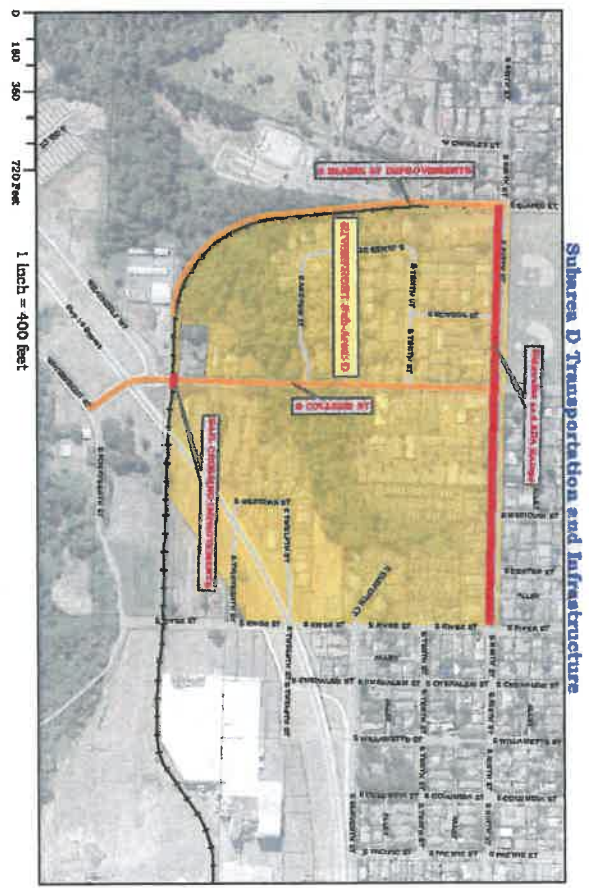
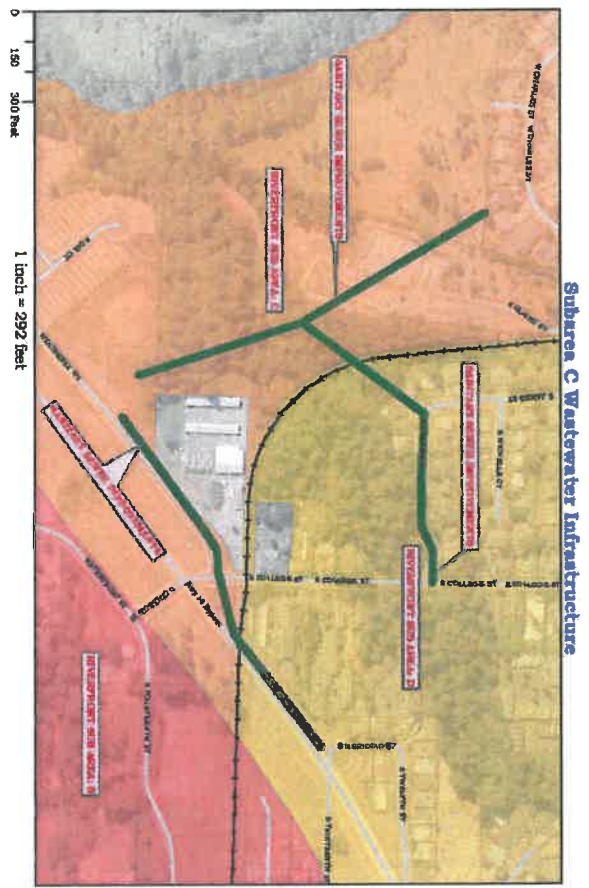
- 540 acres
- \$125.8M Maximum Indebtedness
- Downtown & Riverfront
- Connections – Blaine St & River St.
- Annexed some properties and removed all unincorporated properties

Does Not Increase Property Taxes

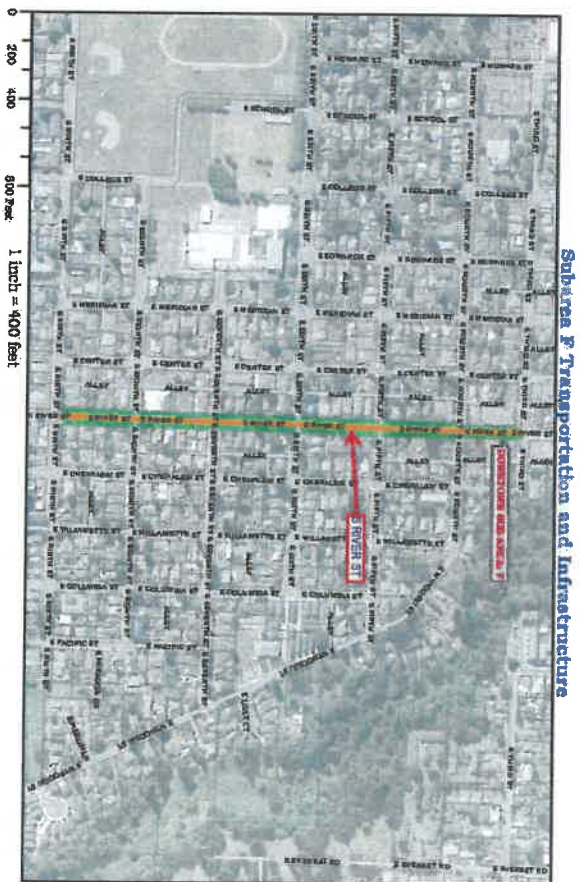
SUBAREAS A & B



SUBAREAS C & D

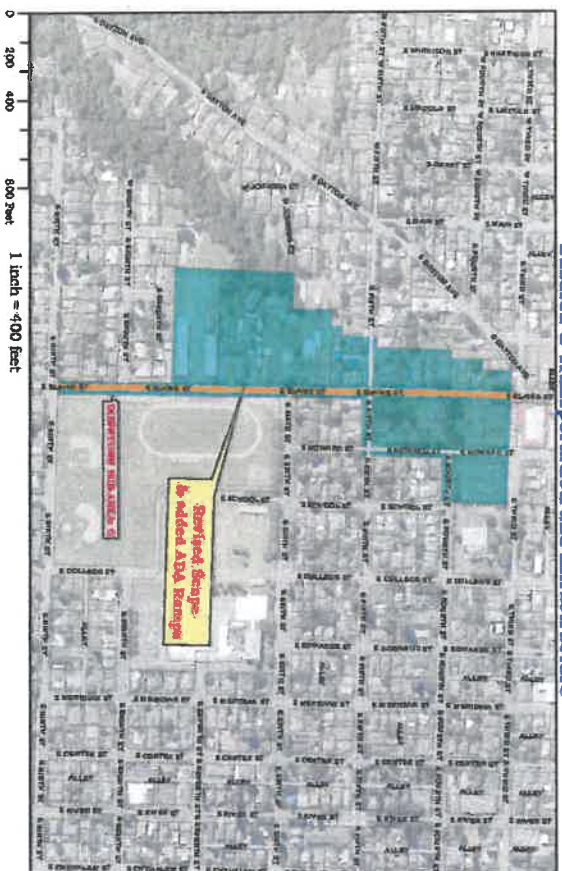


SUBAREAS E & F

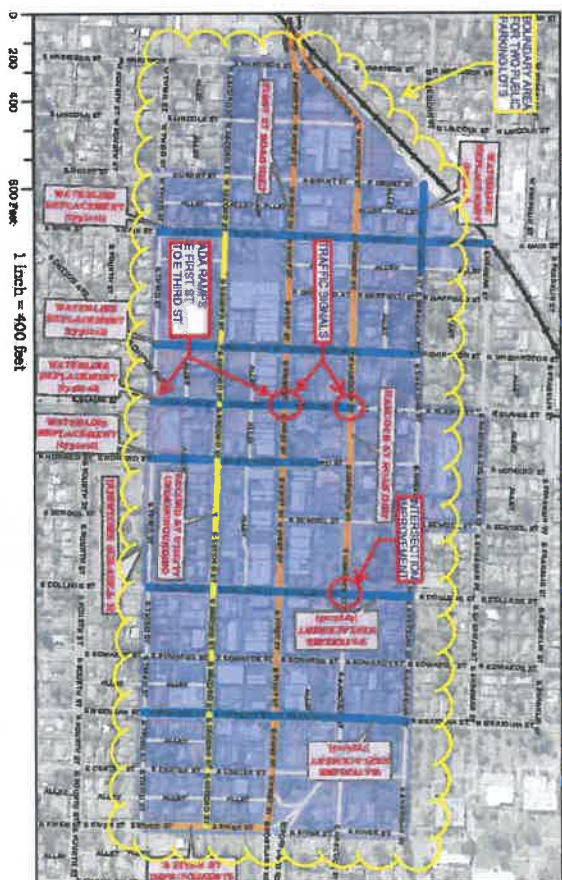


SUBAREAS G & H

Subarea G Transportation and Infrastructure



Subarea H Transportation / Infrastructure / Utilities / Parking



IMPACT TO CHEHALEM PARK AND RECREATION

- Urban renewal projects will be used to spur development which will increase Chehallem Park and Recreation tax revenue in the future
- Over 30 years: \$ 9,119,076
- Does not reduce existing revenues, just impacts future revenues on increased growth

FYE	CPRD	FYE	CPRD
2024	(17,864)	2040	(284,195)
2025	(27,942)	2041	(311,448)
2026	(38,537)	2042	(340,473)
2027	(49,822)	2043	(371,384)
2028	(61,839)	2044	(404,304)
2029	(74,638)	2045	(439,364)
2030	(88,269)	2046	(476,703)
2031	(102,786)	2047	(516,470)
2032	(118,246)	2048	(558,821)
2033	(134,711)	2049	(603,924)
2034	(152,247)	2050	(651,960)
2035	(170,922)	2051	(703,118)
2036	(190,810)	2052	(757,601)
2037	(211,992)	2053	(765,531)
2038	(234,550)	Total:	(9,119,076)
2039	(258,605)		

DURATION PROVISION

- Plan will not exceed 30 years
- Review of Plan every 5 years with required consult and confer

29

QUESTIONS?

January 28, 2022

County of Yamhill

535 N.E. 5th Street

McMinnville, Oregon 97128

Re: System Development Charges (SDCs)

To Whom It May Concern:

This is to advise you that Chehalem Park and Recreation District System Development Charges will be increasing as of July 1, 2022. The increase will be as follows:

- Single Family -- \$8,432.00
- Multi Family -- \$7,426.00
- Mobile Home -- \$5,796.00
- Accessory Dwelling Unit -- \$3,160.00

If you have any questions concerning this matter, please contact me at (503) 537-4165.

Sincerely,

W. Don Clements,
Superintendent

Cc: Board of Directors

Parks Activity Report, January/February 2022

Sander Estate Park

Sander team, SEA and District met as a group to discuss cost analysis provided by SEA to determine Phases for the Sander Park development in January. Now that the City of Dundee has hired Steven Dahl as the new City Manager who will start March 1, 2022 we need to start discussions on the Masterplan for the Sander Estate Park. I'm sure Rob Daykin will leave him a list of to do items. Confirm with him what sort of funding and cost sharing we can negotiate with the City. Rob Daykin has mentioned a small amount from Tourism through hotel tax. Urban renewal money could assist with street improvements in this area. Newberg School officially purchasing property South of 99 along 8th and Edwards brings up the availability of discussing the plans for the existing Dundee Elementary School.

Crabtree park

We have been working with Page Knudsen, Yamhill County with a culvert repair on Knudsen lane at the entrance to the Park. We have submitted an ODFW fish passage exemption request with our consultant AKS Engineering. The ODFW exemption would allow us to replace the culvert 'in-kind' rather than constructing a new fish culvert. AKS has proposed to ODF&W that we Replace the culvert as sized and mitigate the downstream section of the culvert to improve fish habitat. We met with Greg Apke, Dave Stewart, ODF&W to go over the proposed mitigation. We need to prove for the exemption that we are providing improved habitat and fish passage or a reasonable chance for passage. The Oregon Fish Passage Task Force (Task Force) meets February 25th and May 20-21 for exemption requests. The Task Force plays an important role in all fish passage waiver requests as they have review and recommend exemptions. Ongoing communication with AKS & ODF&W.

Aquatic and Fitness Center,

We have HVAC issues and a preliminary time frame for alterations has been delayed from early January to early March. Contractor is awaiting components to arrive.

Cultural Center

Sean Andries, Rick Lee, Jennifer Marsicek and myself gathered to discuss the timeline for the future remodel of the Chehalem Cultural Center which entails the main entry staircase, Theater renovations and an open movement Studio. Sean mentioned that they had secured funding for the project which would be available in early 2023. They are asking the City of Newberg for an ARPA grant to provide additional funding for the performing Arts Wing to be discussed at the February 23 Budget Committee Meeting.

Development

GreenWorks has begun the Newberg Dundee Bypass Trail Bridge Project. We have involved ODOT, City of Newberg with discussions and preliminary tasks such as, surveying, archeological assessment, wetlands delineation, Geotechnical report. Actual bridge location and size to be determined by this process. The geotech crew sound a 15-foot fill of wood chips in one of the test holes near the proposed west side abutment of the bridge and was sent out for further

testing to determine bridge abutment location. We will be engaging the City for pre-app meeting as we have determined Bridge placement as of 2/17/2022. We have applied for an ARPA grant (\$400,000.00) through the City of Newberg and will be presenting at the City Council Budget Committee meeting Wednesday February 23 as one of the applicants. We continue to work with GreenWorks on the development of the 219 property. Don has updated our Park Masterplan (2010 last updated). We have Matt Hastie (Angelo Planning Group) to work along with John Bridges and the District to have the masterplan adopted by Yamhill County to have zoning changed for the Heritage Trails Campground site. We held a preliminary meeting with County Planning and are basing our submission to the County on their requirements. John Bridges and Matt Hastie have recommended that we propose a sectioned approach for submission to the County. CPRD has been asked to provide a Traffic Impact Study for the development of the campground which was not scoped in the original proposal with GreenWorks for Campground development. We have received a proposal from Kittleson & Associates who have been involved with the project through GreenWorks. It will include a due diligence investigation and scoping with Yamhill County (County) and Oregon Department of Transportation (ODOT) staff. The TIS will also address the requirements of the Transportation Planning Rule (TPR) for the zone change and comprehensive plan amendment. RFP for the Ewing Young Trail Bridge was awarded to NV5 for the Ewing Young Bridge. They have completed the surveying required, Bridge Location Determined, Geotechnical report, Pre-application meeting with the City of Newberg on January 5th and Archeological Permit received. We held a pre-application meeting with the County and their response was unanticipated. Ken Friday said that we could submit the land use application but it would be denied and we would have to appeal the Counties Decision. According to Oregon's land use laws AF-10 zoning permits Parks and Open Space. Trails and trail facilities (such as pedestrian bridges) are a part of most parks and open spaces, so we're not sure why Ken said that they are not allowed. We will be submitting the land use and moving forward.

Parks

Working on Equipment maintenance, painting, cleaning amenities for parks, building maintenance, and general maintenance of the parks. We have begun field preparation for Lacrosse and other Spring activities. Brian and Russ are working on an additional greenhouse to supply annual/perennial plants for our District on the Wilsonville Rd. property. Budgets are in the works.

Chehalem Glenn

Equipment maintenance and maintenance of the golf course. Yearly planning and Budget in the works. Received 40 new golf carts this week that were ordered in the first week of May 2021. Chehalem Glenn continues to have increased players from previous years. Golf cart reliability has been an issue.

December 19, 2021-January 19, 2022

Park Name	Hours worked
Armory	23.50
Billick/Dundee	4.50
CAFC	124.00
Cultural Center	24.50
Chehalem Valley M.S	6.00
College	2.00
Community Center	2.00
Crabtree	12.00
Crater Ballfields	14.00
Dundee River Park	0.00
Elliott Road	6.00
Ewing Young	6.00
Falcon Crest Park	4.00
Fortune Park	2.00
Friends Park	6.00
Tom Gail Park	6.00
Gladys Park	3.00
Chehalem Glenn G.C.	346.00
Herbert Hoover Park	6.00
Jaquith Park	22.00
Jaquith Ball Fields	10.00
Memorial/Scout House	2.00
Mountainview	0.00
Oak Knoll Park	1.00
Oaks Park	3.00
Other District Land	44.00
Pre-School	8.00
Pride Gas	4.00
Renne Fields	0.00
Rilee Park	20.00
Rotary Park	6.00
Sander Park	4.00
Schaad Park	4.00
Scott Leavitt Park	2.00
Senior Center	32.00
Spring Meadow	3.00
Waste Mngt	2.00
vacation/holiday/sick/comp	241.50
Wilsonville Property	80.00
Youth Building	6.00
<u>Total</u>	1092.00

Activity Report – Department 451
January 2022 - COVID Continues

Aquatic & Fitness Center

- Facility remained open 7 days a week
- Mask mandate continues
- Sauna's still closed due to mask mandate

Fitness Center

- Regular winter drop-in schedule continues for the sports courts, weight room.
- We have had a few pickle ball groups drop-in to use the sports courts.

Aquatic Center

- January continued with our winter schedule posted with only minor competition pool changes.

Facility Building maintenance

- Our robot vacuum(s) continue to be put into a pool every night to keep the perlite levels (in the water) to a minimum.
- Dealt with some chilly air temps in the natatoriums off and on in the month. A valve in an HVAC unit broke leaving the maintenance guys to have to adjust it manually leaving us with chilly air temps or too warm temps until they could get it dialed in. The valve did get fixed.
- January 11th the leisure pool side pressure washer had no pressure and was leaking inside the wall behind the unit, Josh managed to fix it that day for us.
- January 13th was the last day for our onsite maintenance and pool guy, Troy. We are currently looking for a new CPO/Maintenance person to fill this position for us. For now, Cray Rogers is being trained to help us out here at the pool.
- January 13th we ran out of CO2 on the leisure and hot tub side. A delivery never came. Josh contacted them and it was finally delivered on January 15th.
- January 17th we went back to having the janitorial crew come in 7 days a week to clean the facility. We were at 6 days with them not coming in Sunday nights, but with the rentals we have on the weekend and public swim still happening, we need them in 7 days a week.
- We have a loose brick in the crow's nest of the bleachers in the comp pool. It's going to take the maintenance crew closing down the area and adding rebar to reinforce it before it is safe and fixed. Right now it is taped off with caution tape and a sign to not lean on it.

Memberships

- An Activenet membership card scanner (electric eye) has been live since 11/9/2021. A dedicated Activenet membership monitor (computer screen) is much needed allowing us to see and hear if the patron's scanned card is current or expired. A dedicated membership monitor would allow us to immediately identify that card and patron match, it also would identify the members age for age restricted activities. A request for at least one additional monitor has been made to departments 450 and 413. This very important "tracking information" is not seen

or heard (on the existing single receptionist monitor) when computer/monitor are they are engaged in other front desk related work.

Program Development & Registration

- Winter swim lessons session one started January 10th.
- Spring Break Lifeguard class is being promoted anywhere we can to fill it up. Local participants can enroll at a substantially reduced fee if they plan to work for CPRD.
- The Babysitter's class started up on January 25th. There are 5 student's enrolled.

Clubs/Teams

- Chehalem Swim Team's practices continued for the month of January.
 - Their big Shark Chase meet on January 7-9 only ran on Friday night. Due to Omicron variant and a lack of officials, it was cancelled on the 8th and 9th.
- NHS swim team continued its team practices in January
 - NHS hosted 2 home meets in January
- GFU swim team continued to practice throughout January and held meets here either on Friday or Saturday every weekend in January.
- Club Polo club practiced on Tuesday's and Thursday's in the leisure pool in January and in the comp pool on Sunday evenings.

Aquatic & Fitness Center Staff

- Staff scheduling continues to be a weekly struggle due to lack of availability by our high school age staff members who are active in their school's athletic programs.

Rentals & Special Events

- Private Leisure Pool Parties
 - We had five weekend pool rentals in January, including several classroom rentals
- Country Faith Christian Academy used our gymnasium for school PE during the month of January.

Management Projects

- Manager's monitored patron check-ins all month of January to make sure that expired memberships were being caught and taken care of. Other issues have been found with insurance memberships.
- Weekly staff in services continue to keep the staff fresh on facility regulations, emergency rescues and procedures.
- The management team picked up guard shifts here and there due to a lack of subs for team members out with health or scheduling issues.
- Keeping Activenet, the website, social media and fliers up- to-date continues to be an ongoing and challenging project.
- Deep review of the monthly financial reports in preparation of next year's budget.

Financial Reports

- Detailed January financial reports are attached.

Respectfully Submitted by,
Tara Franks, Coordinator and Wendy Roberts, Specialist
Chehalem Aquatic & Fitness Center

Activity Financial Report Jan 2022							Department - Aquatics 451						
COVID-19 - Facility Open													
REVENUE							Jan '21	Jan '22	Yr to Date '20/21	Yr to Date '21/22	Year End 19/20	Year End 20/21	Est June 21/22
Aquatics - 451:													
451.003 Youth Fitness													
451.004 Gray & Golden								\$120.00	\$212.00	\$848.00	\$1,379.00	\$328.00	\$1,655.00
451.006 Group Fitness (Studio)								\$16.00	\$89.00	\$424.00	\$430.00	\$302.00	\$970.00
451.007/291 Water Exercise								\$128.00	\$756.00	\$1,764.00	\$3,624.00	\$1,186.00	\$3,960.00
451.008 Weight Training								\$1,620.00	\$2,344.00	\$5,834.00	\$22,848.50	\$4,106.00	\$12,385.00
451.011 Private Swim Lessons								\$4,016.00	\$5,386.80	\$29,138.00	\$35,393.00	\$10,206.30	\$48,750.00
451.012 Optum Fitness Advantage*								\$1,264.00	\$3,896.00	\$6,992.00	\$15,892.00	\$4,316.00	\$16,975.00
451.013 Water Safety								\$90.00	\$2,410.00	\$1,450.00	\$5,375.35	\$7,489.65	\$6,225.00
451.014 SilverSneakers - Tivity*							\$234.50	\$254.50	\$1,512.28	\$2,001.00	\$4,291.00	\$2,070.28	\$4,250.00
451.015 Silver&Fit - ASH*								\$4,116.00	\$13,762.50	\$21,018.00	\$59,067.02	\$26,428.12	\$62,750.00
451.016 Water Polo							\$2,980.00	\$6,377.50	\$4,740.00	\$7,017.50	\$16,357.20	\$5,290.00	\$18,650.00
451.017 GFU									\$5,000.00	\$42,763.50	\$39,072.25	\$18,935.00	\$35,600.00
451.018 Newberg High School											\$812.00	\$1,784.17	
451.019 School Districts													
451.020 Locker Income													
451.021 Locker Rental													
451.023 Pool Rental							\$525.00	\$2,575.00	\$49,539.99	\$17,796.25	\$19,431.00	\$55,774.74	\$16,875.00
451.024 Classroom Rental								\$486.25	\$150.00	\$4,246.25	\$7,501.01	\$150.00	\$8,995.00
451.025 Sauna/Spa								\$40.50		\$172.00	\$4,757.10		\$5,490.00
451.026 Special Events											\$100.00		
451.027 Repasses													
451.061 Vending												\$339.55	
451.200 Aquatics Misc											\$25.00	\$480.00	
451.280 Sales							\$3.00	\$353.00	\$1,207.49	\$3,970.19	\$6,024.49	\$2,475.49	\$6,500.00
451.281 CST/CVA									\$20,132.25		\$10,855.95	\$26,678.21	\$19,500.00
451.282 Swim Lessons							\$248.00	\$21,971.20	\$21,135.00	\$96,657.50	\$102,088.91	\$56,283.50	\$134,325.00
451.283 Lap Swim								\$1,015.50	\$19,872.50	\$7,613.00	\$15,525.25	\$24,526.00	\$14,775.00
451.284 Public Swim								\$3,563.50	\$18,230.50	\$52,226.50	\$85,411.00	\$33,598.50	\$128,875.00
451.285 Equipment Rental													
451.286 Membership Sales							\$4,725.00	\$47,421.74	\$68,416.90	\$199,738.44	\$284,774.00	\$137,726.88	\$308,450.00
451.287 Weight Room								\$1,228.50	\$4,111.59	\$11,557.00	\$14,545.50	\$9,818.09	\$18,320.00
451.289 Punch Cards - General								\$3,890.50	\$11,299.00	\$23,711.50	\$32,136.51	\$23,338.50	\$38,125.00
451.290 Gift Certificates													
451.292 Preschool Swim Lessons													
451.294 SUP Yoga											\$13,512.20		\$1,020.00
451.296 Patio Rental										\$357.50	\$3,999.75		\$4,750.00
451.293/425 Basketball Court								\$1,855.50	\$1,312.00	\$9,160.50	\$11,663.75	\$1,694.00	\$12,150.00
451.285/426 Pickleball Court								\$19.50	\$26.00	\$130.50	\$1,429.05	\$26.00	\$1,540.00
451.021/427 Volleyball Court											\$403.00		\$350.00
451.428 SkyTrack											\$6.50		\$50.00
451.429 Fencing								\$250.00	\$120.00	\$1,738.00	\$890.30	\$240.00	\$1,440.00
451.666 CC Fees											\$555.31		
TOTAL AQUATIC REVENUE							\$7,665.50	\$102,672.69	\$255,421.80	\$548,325.13	\$819,066.28	\$455,590.98	\$933,700.00

Activity Financial Report - Jan-2022		Department - Aquatics 451						
COVID-19 - Facility Open		Jan '21	Jan '22	Yr to Date '20/21	Yr to Date '21/22	Year End 19/20	Year End 20/21	Est June 21/22
EXPENDITURES								
Aquatics - 451:								
Personnel Services								
Aquatic Supervisor	\$1,470.96	\$1,649.42		\$10,419.88	\$11,280.34	\$18,161.41	\$18,087.06	\$20,363.00
Admin Coordinator 451.110032						\$503.70		
Secretary I						\$27,906.97		
Secretary II						\$21,614.91		
Aquatic Coordinator	\$3,761.48	\$4,018.96		\$29,080.28	\$27,211.42	\$44,146.56	\$47,887.68	\$47,632.00
Aquatics Specialist	\$3,090.66	\$3,306.42		\$23,881.62	\$22,375.20	\$35,985.33	\$38,978.32	\$39,188.00
Guards		\$11,269.18		\$62,246.09	\$103,636.30	\$146,903.66	\$96,234.31	\$189,202.00
Cashiers						\$62,866.10		
Instructors		\$2,680.13		\$12,620.42	\$35,820.13	\$45,056.24	\$22,257.76	\$75,978.00
Coaches						\$725.34		\$1,540.00
Group Fitness Instructors		\$785.07		\$5,698.54	\$5,436.69	\$10,725.12	\$8,135.43	\$13,684.00
Personal Trainer		\$233.34		\$910.04	\$1,931.71	\$866.75	\$1,541.17	\$4,375.00
FC Monitor		\$1,217.33		\$24,478.89	\$8,381.54	\$5,211.29	\$29,656.44	\$18,952.00
Lead Guard		\$215.34		\$3,557.75	\$4,466.81		\$4,835.35	\$31,595.00
Total Personnel Services						\$420,673.38	\$267,613.52	\$442,509.00
Materials & Services:								
Office Supplies	\$231.67	\$605.35		\$1,273.46	\$2,438.19	\$4,524.37	\$4,220.66	\$5,510.00
Postage Supplies	\$14.30	\$48.69		\$77.00	\$154.66	\$273.40	\$131.97	\$450.00
Program Supplies	\$755.65	\$50.00		\$9,909.87	\$11,276.90	\$12,627.25	\$16,357.60	\$15,520.00
Small Tools							\$75.86	
Chemical & Agricultural Supplies	\$1,483.74	\$1,924.17		\$14,738.87	\$17,581.43	\$26,447.01	\$33,708.33	\$29,900.00
Store Supplies				\$1,188.23	\$3,670.79	\$3,099.92	\$2,403.54	\$7,500.00
Gas & Oil Supplies								
Classifieds						\$57.25		\$625.00
Brochure								\$1,450.00
Flyers	\$18.66	\$56.05		\$375.03	\$718.75	\$1,318.30	\$676.61	\$4,850.00
Professional Dues	\$86.65	\$128.49		\$2,944.03	\$1,972.84	\$3,487.28	\$4,163.75	\$4,980.00
Conference/Workshops	\$300.00			\$479.04	\$328.00	\$902.50	\$179.04	\$1,450.00
Staff Mileage				\$10.26		\$270.28	\$82.61	\$350.00
Staff Expenses	\$738.54	\$9.37		\$1,367.67	\$163.87	\$673.69	\$1,396.79	\$1,000.00
Utilities:								
Electricity	\$14,580.01	\$17,335.19		\$132,158.68	\$102,851.13	\$232,937.77	\$224,768.44	\$274,500.00
Natural Gas	\$1,991.94	\$8,902.93		\$13,719.22	\$32,926.16	\$12,494.45	\$47,457.38	\$24,650.00
Water/Sewer	\$1,753.03	\$884.67		\$25,862.75	\$5,308.02	\$48,717.38	\$46,854.56	\$53,042.00
Telephone	\$52.59	\$769.04		\$2,027.01	\$4,783.57	\$4,089.38	\$4,376.92	\$4,200.00
Fees (activenet/bank/cc)	\$572.86	\$6,787.13		\$15,291.06	\$38,412.41	\$50,894.60	\$31,981.15	\$62,625.00
Internet & Communication		\$417.21		\$35.00	\$417.21	\$393.94	\$1,384.20	\$1,067.00
Data Storage & Backup								\$45.00
Video & Online Photography	\$19.08	\$38.16		\$133.56	\$133.56	\$133.57	\$267.12	\$210.00
Online Advertising					\$32.92	\$82.91		\$262.00
Ground Maint/Repairs								
Program Contracts 451.390.003		-\$85.48		\$652.03	\$6,104.38	\$13,531.53	\$403.45	\$22,000.00
Insurance Services		\$41,845.30		\$380.36	\$42,225.66	\$37,819.66	\$37,674.92	\$39,175.00
Refunds	\$281.00			\$1,089.00	\$69.75	\$6,200.76	\$1,089.00	\$450.00
Total Materials & Services	\$22,879.72	\$79,716.27		\$223,712.13	\$271,570.20	\$460,977.20	\$459,653.90	\$555,811.00
TOTAL AQUATIC EXPENDITURES	\$22,879.72	\$79,716.27		\$223,712.13	\$271,570.20	\$881,650.58	\$727,267.42	\$998,320.00



Adult Sports

February 2022 Activity Report, Department 452

Department 452 Participation Tracking		January 2022	
Activity	Participants	Participant Hours	
Total	00	00	
Department 452 Financial Tracking		January 2022	
Supervisory Staff Expense	275		
Administrative Staff Expense	100		
Part Time Staff Expense	00		
Material Expense	4080 – Insurance=3845		
Total Expense	4455		
Program Revenue	405		
Net	(4050.00)		
Cost Per Participant	00		
Cost Per Participant Hour	00		

We are hoping to open registration for the Adult City League basketball program in February. Registration has opened for the 2022 Camellia Run.



Youth Sports

February 2022 Activity Report, Department 453

Department 453 Participation Tracking	January 2022	
Activity	Participants	Participant Hours
Travel Team basketball	95	1000
Jr Tiger basketball	305	3600
Little Tiger Basketball	215	800
Totals	615	5400

Department 453 Financial Tracking	January 2022	
Supervisory Staff Expense	6245	
Administrative Staff Expense	2590	
Part Time Staff Expense	265	
Program/Materials Expense	14800	
Total Expense	23900	
Program Revenue	7615	
Net	(16285)	
Cost Per Participant	(26.47)	
Cost Per Participant Hour	(3.01)	

Department 453 – Youth Sports

The CPRD Travel (tournament) basketball teams are participating in tournaments every other weekend in the Metro area. We have 95 players rostered on 7 teams.

Junior Tiger basketball resumed game play on January 8. 17 games are played each weekend at 4 different venues. The Aquatic Center has been used twice for games on Saturdays.

The Little Tiger program started on January 8. The first 2 sessions are in a clinic format. Games started on Saturday Jan. 22. Little Tiger players compete in 12 games each Saturday at Chehalem Valley Middle School.

We have 615 players (grades K-8) participating in the CPRD basketball programs this Winter.

Jan 2022 Board Reports.

Departments

454 Recreation

455 Care

456 Senior Center

457 Community School

474 Preschool

454- Recreation	
Supervisory Staff Expense	\$687.25
Recreation Coordinator	\$2,109.52
Part Time Staff Expense	\$350.94
Fringe	\$293.00
program Expense	\$4,152.64
Total Expense	\$7,593.35
Revenue	\$5,161.44
455-Care	
Total Staff Expense	\$27,575.25
Total Materials expense	\$7,332.44
Total Expense	\$34,907.69
Revenue	\$42,396.95
456-Senior Center	
Recreation Coordinator	\$343.64
Senior Center Specialist	\$2,085.02
Fringe	\$223.73
program Expense	\$49,220.39
Total Expense	\$51,872.78
Program Revenue	\$2,935.00
457-Community School	
Supervisory Staff Expense	\$893.43
Fringe	\$86.94
program Expense	\$1964.53
Total Expense	\$2,944.90
Program Revenue	\$0
474- Bonnie Benedict Preschool	
Total Staff Expense	\$3,544.91
Materials Expense	\$2,546.37
Total Expense	\$6,091.28
Program Revenue	\$2,921.66

CPRD Before and After School Care

We started the school year with 112 families registered. As of today registration has grown to 200. Recruiting part time staff to operate these programs continue to be difficult. And the number of students who had to enter into quarantine because of exposure at school was significantly higher in the month of Jan.

CPRD Care has been approved for the State of Oregon's Child Care Stabilization Grant.

The state of Oregon and the ODE's Early Learning Division has made funds available for child care providers who were in operation prior to March 2020 and who have either remained open or re-opened during the pandemic. All 7 of our child care programs have been approved and we are anticipating **\$56,310** over the course of the next 4 months. These funds are intended to be used for increasing staff compensation, personal protective equipment purchases, and financial assistance for the public.

Special Districts Insurance Services

Program expenses are significantly higher in the month of January. The largest contributing factor to this is a 1 time payment for insurance for property and casualty coverage. The following portions were attributed these departments.

Recreation= \$3,638.72

Care= \$3,638.72

Senior Center and Facilities= \$45,484.00

Community School= \$1,819.36

Preschool= \$1,819.36

Total= \$56,400.16

Respectfully submitted by Matt Compton

December																
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	21v20	% Diff		
Starts by Category	7	15	7	9	11	3	6	12	10	7	15	6				
Resident	332	264	261	193	277	214	170	300	270	401	478	182	-296	-61.9%		
Non Resident	419	471	357	278	298	151	128	305	207	249	300	262	-38	-12.7%		
Group	0	0	0	0	0	0	0	0	144	0	0	0	0	0.0%		
League	34	28	0	28	29	3	11	27	36	13	0	0	0	0.0%		
Complimentry	80	81	61	66	71	36	28	71	77	81	489	199	-290	-59.3%		
Misc/Promotional	248	230	150	87	187	131	218	320	380	373	982	323	-659	-67.1%		
Total Starts	1113	1074	829	652	862	535	555	1320	1334	1328	2249	966	-1283	-57.0%		
Revenue																
Green Fees	\$ 19,375.00	\$ 14,879.00	\$ 16,879.00	\$ 8,312.00	\$ 63,423.00	\$ 68,252.00	\$ 73,522.00	\$ 68,237.00	\$ 64,682.00	\$ 57,886.00	\$ 60,525.00	\$ 55,321.00	\$ (5,204.00)	-8.6%		
Driving Range	\$ 1,416.00	\$ 2,074.00	\$ 1,146.00	\$ 1,321.00	\$ 1,535.00	\$ 850.00	\$ 1,038.00	\$ 1,834.00	\$ 1,762.00	\$ 1,330.00	\$ 4,706.00	\$ 2,550.00	\$ (2,156.00)	-45.8%		
Rentals	\$ 3,645.00	\$ 4,273.00	\$ 3,076.00	\$ 2,093.00	\$ 2,682.00	\$ 1,665.00	\$ 1,525.00	\$ 5,066.00	\$ 4,140.00	\$ 3,064.00	\$ 9,637.00	\$ 3,759.00	\$ (5,878.00)	-61.0%		
Golf Shop	\$ 4,665.00	\$ 4,630.00	\$ 3,054.00	\$ 2,260.00	\$ 1,867.00	\$ 1,439.00	\$ 4,967.00	\$ 2,819.00	\$ 3,806.00	\$ 2,674.00	\$ 5,069.00	\$ 2,567.00	\$ (2,482.00)	-49.0%		
Snack Bar	\$ 3,925.00	\$ 3,495.00	\$ 2,996.00	\$ 1,851.00	\$ 1,867.00	\$ 1,417.00	\$ 1,545.00	\$ 2,718.00	\$ 2,728.00	\$ 3,014.00	\$ 3,792.00	\$ 2,332.00	\$ (1,460.00)	-38.5%		
Instruction	\$ 446.00	\$ 90.00	\$ 948.00	\$ -	\$ 710.00	\$ 75.00	\$ 240.00	\$ 185.00	\$ 350.00	\$ 250.00	\$ 600.00	\$ 110.00	\$ (490.00)	-81.7%		
Miscellaneous	\$ 4,098.00	\$ 8,403.00	\$ 2,025.00	\$ 10,874.00	\$ 2,809.00	\$ 9,322.00	\$ 7,714.00	\$ 4,175.00	\$ 3,654.00	\$ 5,476.00	\$ 8,477.00	\$ 10,217.00	\$ 1,740.00	20.5%		
Total Revenue	\$ 37,570.00	\$ 37,844.00	\$ 30,124.00	\$ 26,711.00	\$ 75,461.00	\$ 83,020.00	\$ 90,551.00	\$ 85,034.00	\$ 81,122.00	\$ 73,694.00	\$ 92,806.00	\$ 76,876.00	\$ (15,930.00)	-17.2%		
\$ per Start																
Green Fees \$ per Start	\$ 17.41	\$ 13.85	\$ 20.36	\$ 12.75	\$ 73.58	\$ 127.57	\$ 132.47	\$ 51.69	\$ 48.49	\$ 43.59	\$ 26.91	\$ 57.27	\$ 30.36	112.8%		
Driving Range \$ per Start	\$ 1.27	\$ 1.93	\$ 1.38	\$ 2.03	\$ 1.78	\$ 1.59	\$ 1.87	\$ 1.39	\$ 1.32	\$ 1.00	\$ 2.09	\$ 2.64	\$ 0.55	26.2%		
Rentals \$ per Start	\$ 3.27	\$ 3.98	\$ 3.71	\$ 3.21	\$ 3.11	\$ 3.11	\$ 2.75	\$ 3.84	\$ 3.10	\$ 2.31	\$ 4.29	\$ 3.89	\$ (0.39)	-9.2%		
Golf Revenue \$ per Start	\$ 21.96	\$ 19.76	\$ 25.45	\$ 17.98	\$ 78.47	\$ 132.27	\$ 137.09	\$ 56.92	\$ 52.91	\$ 46.90	\$ 33.29	\$ 63.80	\$ 30.51	91.6%		
Golf Shop \$ per Start	\$ 4.19	\$ 4.31	\$ 3.68	\$ 3.47	\$ 2.17	\$ 2.69	\$ 8.95	\$ 2.14	\$ 2.85	\$ 2.01	\$ 2.25	\$ 2.68	\$ 0.42	18.8%		
Snack Bar \$ per Start	\$ 3.53	\$ 3.25	\$ 3.61	\$ 2.84	\$ 2.82	\$ 2.65	\$ 2.78	\$ 2.06	\$ 2.04	\$ 2.27	\$ 1.69	\$ 2.41	\$ 0.73	43.2%		
Concession Revenue	\$ 7.72	\$ 7.57	\$ 7.30	\$ 6.31	\$ 4.99	\$ 5.34	\$ 11.73	\$ 4.19	\$ 4.90	\$ 4.28	\$ 3.94	\$ 5.09	\$ 1.15	29.2%		
Total Revenue \$ per Start	\$ 33.76	\$ 35.24	\$ 36.34	\$ 40.97	\$ 87.54	\$ 155.18	\$ 163.15	\$ 64.42	\$ 60.81	\$ 55.49	\$ 41.27	\$ 79.58	\$ 38.32	92.9%		

Revenue was down because rounds were down so much compared to 2020. There were only 6 days without measurable precipitation in 2021. Holiday round sales kept it within reason revenue wise though.

YTD through December

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY21 v FY20	% Diff
Starts by Category													
Resident	3417	2452	2709	3337	2555	3475	3812	4515	5210	4541	5401	860	18.9%
Non Resident	12582	8625	10492	9381	7396	8589	7454	4515	4265	5039	5467	428	8.5%
Group	2637	3027	2331	1656	1861	1580	1748	1517	1273	342	1453	1111	324.9%
League	485	347	342	332	316	332	273	92	69	0	0	0	0.0%
Complimentary	1261	1285	1238	1403	1119	1215	910	918	1021	4096	3181	-915	-22.3%
Misc/Promotional	2715	5604	2949	1899	5191	4639	3815	7806	6923	10521	6589	-3932	-37.4%
Total Starts	23097	20382	15736	17112	16109	19830	18012	19860	19291	24539	22091	-2448	-10.0%
Revenue													
Green Fees	\$ 501,137.00	\$ 474,455.00	\$ 452,651.00	\$ 377,489.00	\$ 417,329.00	\$ 434,864.73	\$ 413,268.00	\$ 421,209.00	\$ 401,163.00	\$ 520,127.00	\$ 452,427.00	\$ (67,700.00)	-13.0%
Driving Range	\$ 46,428.00	\$ 38,143.00	\$ 38,469.00	\$ 34,308.00	\$ 30,028.00	\$ 33,819.00	\$ 29,931.00	\$ 38,441.00	\$ 34,193.00	\$ 56,321.00	\$ 51,440.00	\$ (4,881.00)	-8.7%
Rentals	\$ 172,438.00	\$ 142,604.00	\$ 138,419.00	\$ 114,015.00	\$ 112,335.00	\$ 135,076.03	\$ 130,728.00	\$ 110,344.00	\$ 100,034.00	\$ 176,747.00	\$ 174,879.00	\$ (1,868.00)	-1.1%
Golf Shop	\$ 50,136.00	\$ 48,289.00	\$ 46,150.00	\$ 43,407.00	\$ 46,947.00	\$ 33,335.82	\$ 32,243.00	\$ 44,540.00	\$ 40,486.00	\$ 56,387.00	\$ 48,406.00	\$ (7,981.00)	-14.2%
Snack Bar	\$ 123,106.00	\$ 128,171.00	\$ 96,914.00	\$ 76,098.00	\$ 75,853.00	\$ 99,943.10	\$ 84,348.00	\$ 94,294.00	\$ 87,535.00	\$ 91,068.00	\$ 96,468.00	\$ 5,400.00	5.9%
Instruction	\$ 12,404.00	\$ 10,741.00	\$ 11,489.00	\$ 11,778.00	\$ 3,543.00	\$ 1,624.00	\$ 1,175.00	\$ 6,383.00	\$ 3,799.00	\$ 9,155.00	\$ 13,048.00	\$ 3,893.00	42.5%
Miscellaneous	\$ 25,221.00	\$ 31,941.00	\$ 32,023.00	\$ (1,219.00)	\$ 2,059.00	\$ (14,610.44)	\$ (14,584.00)	\$ 1,175.00	\$ 3,865.00	\$ 33,137.00	\$ 83,284.00	\$ 50,147.00	151.3%
Total Revenue	\$ 930,870.00	\$ 874,344.00	\$ 818,135.00	\$ 655,876.00	\$ 688,094.00	\$ 724,052.24	\$ 677,109.00	\$ 726,158.00	\$ 677,640.00	\$ 942,942.00	\$ 919,952.00	\$ (22,990.00)	-2.4%
per Start													
Green Fees \$ per Start	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	\$ 22.94	\$ 21.21	\$ 20.80	\$ 21.20	\$ 20.48	\$ (0.72)	-3.4%
Driving Range \$ per Start	#REF!	\$ 24.59	\$ 30.15	\$ 26.45	\$ 23.43	\$ 21.05	\$ 24.14	\$ 1.94	\$ 1.77	\$ 2.30	\$ 2.33	\$ 0.03	1.5%
Rentals \$ per Start	#REF!	\$ 2.28	\$ 2.42	\$ 2.25	\$ 2.13	\$ 1.51	\$ 1.88	\$ 5.56	\$ 5.19	\$ 7.20	\$ 7.92	\$ 0.71	9.9%
Golf Revenue \$ per Start	#REF!	\$ 26.87	\$ 32.57	\$ 28.70	\$ 25.56	\$ 22.56	\$ 31.86	\$ 28.70	\$ 27.75	\$ 30.69	\$ 30.73	\$ 0.03	0.1%
Golf Shop	#REF!	\$ 8.46	\$ 9.06	\$ 8.09	\$ 7.08	\$ 5.66	\$ 7.50	\$ 2.24	\$ 2.10	\$ 2.30	\$ 2.19	\$ (0.11)	-4.6%
Snack Bar	#REF!	\$ 2.46	\$ 3.07	\$ 2.81	\$ 2.69	\$ 2.37	\$ 1.85	\$ 4.75	\$ 4.54	\$ 3.71	\$ 4.37	\$ 0.66	17.7%
Concession Revenue	#REF!	\$ 10.92	\$ 12.13	\$ 10.90	\$ 9.77	\$ 8.03	\$ 9.35	\$ 6.99	\$ 6.64	\$ 6.01	\$ 6.56	\$ 0.55	9.1%
Total Revenue \$ per Start	\$ 40.30	\$ 42.90	\$ 51.99	\$ 38.33	\$ 42.71	\$ 36.51	\$ 37.59	\$ 36.56	\$ 35.13	\$ 38.43	\$ 41.64	\$ 3.22	8.4%

Only being down 2.4% in revenue from 2020 isn't bad considering how wet November and December have been.

Subject: FW: Proposal for Pickleball Courts

Date: Thursday, January 27, 2022 at 1:51:49 PM Pacific Standard Time

From: Don Clements

To: Kat Ricker

From: Mike [mailto:mdon18185@comcast.net]

Sent: Sunday, December 5, 2021 3:17 PM

To: Don Clements <dclements@cprdnewberg.org>

Subject: Proposal for Pickleball Courts

Hi Don. Mike Donahue here.

I am writing as a member of the Providence Newberg Hospital Foundation Board to add my voice to those proposing a covered pickleball facility in our community.

I've done some research and discovered the health benefits of this sport are substantial.

In addition to the obvious ones, making friends and having fun, playing pickleball can improve a person's physical and mental health.

It burns calories which can help a player lose weight and avoid obesity. The sport keeps legs and feet active, avoiding blood clots. By strengthening a player's bones, pickleball can help treat osteoporosis. And it can help manage diabetes by producing insulin.

Playing pickleball stimulates the mind, minimizing the risk of dementia or Alzheimer's Disease. It also improves

one's cardiovascular health, lowering the risk of heart attacks and strokes. And like most sports, pickleball reduces stress, improves balance and agility.

Pickleball is not as aggressive as tennis or basketball, and therefore is a lower risk of injury.

These many health benefits, along with the sport's low equipment cost, ease of understanding, and minimal athleticism required have made pickleball the fastest growing sport in America with over 4 million players (a 21% growth in two years) on more than 21-thousand courts (USAPA).

All of which leads me to ask, isn't it time Chehalis Park and Recreation District add more pickleball courts for year round play?

Sent from Mail for Windows



Dear Mr. Clements,

I recently had the opportunity to sit down with Hunter Wylie, the Chairman of the Pickleball Steering Committee. We discussed the value that a large all weather Pickleball facility brings to locals, tourists, and businesses in the Newberg area. It is my belief that this facility will amount to hundreds of visitors per day throughout the entire year.

Chamber members can use the facility to meet and play during scheduled times by offering a complementary social environment that introduces them to the best the area has to offer. We want visitors to enjoy the facility so much that they want to see more of Newberg, which in turn will have a great impact on our business community.

CPRD has a very unique opportunity to create a destination brand for Newberg, create a legacy funding source for CPRD, and boost the local economy. I hope you can expedite the building of such a facility as I have personally experienced the positive economic effect a Pickleball facility can have on local businesses.

Please consider this letter as a sign of the Chamber's full support. Let me know how we can continue with further assistance.

Sincerely,

Scott Parker
Executive Director
Chehalem Valley Chamber of Commerce
Gateway to the wine country

112 N. Garfield St, Suite 103, Newberg OR 97132

P 503-538-2014

www.chehalemvalley.org

TASTE NEWBERG

210 N. Blaine St., Newberg, OR, 97132 · 503.530.0780
leslie@tastenewberg.com

Mr. Don Clements
Superintendent, Chehalem Parks and Recreation District
125 South Elliot Road
Newberg, OR 97132

Dear Don,

In a recent meeting with members of your Pickleball steering committee, I was presented with data and an analysis of the significant tourism opportunity that a championship Pickleball facility presents to Newberg and surrounding businesses. The positive economic impact of such sports facility on Newberg's visitor economy is significant.

This demographic is a prime target audience for The Allison Inn & Spa. In fact, The Allison recently met with a company who specifically focuses on organizing Pickleball tournaments and related group travel across the U.S. They were most interested in our area and would want to send groups Newberg's way if/when we have the appropriate facilities.

On behalf of Visit Newberg (dba Taste Newberg), I would like to enthusiastically endorse development of a championship covered Pickleball facility in Newberg, which would support Taste Newberg's goal of increasing off-season visitor traffic to our community. Visitors, who travel from all over the country to Newberg, are drawn to the area because of its diversity of tourist attractions, including wine/beer/spirits tasting, culinary options, arts & culture, shopping, agritourism, historical sites, as well as outdoor recreation.

Taste Newberg's business plan embraces brand values which include Outdoor Recreation. Pickleball court development in Newberg would align with Taste Newberg's strategic imperative of promoting our region's recreational assets, and marketing Newberg as a four-seasons destination known for outdoor recreation.

Taste Newberg looks forward to partnering with CPRD and its Pickleball steering committee to advance the goals of encouraging participation in outdoor recreational pursuits, in this case Pickleball group travel and tournament play, resulting in inviting and repeatable visitor experiences to Newberg and wine country.

Sincerely,

Leslie Caldwell

Leslie Caldwell
Executive Director

Subject: RE: <External>Fence update

Date: Wednesday, February 16, 2022 at 8:19:05 PM Pacific Standard Time

From: Gibbs, Patrick

To: Kat Ricker

Kat

Reaching out to you because it's quicker than going on to a website....finding contact info and/or making a phone call

We live in the Oaks @ Springbrook neighborhood behind Fred Meyers

We are a few houses from Gladys Park

We noticed a sign today on the garbage can asking people to please not dispose of house trash (or something to that effect)

Can you figure out how to relay a message to someone that for the past 4 weeks, the extra white bag of trash isn't actually someone stuffing their excess in the public garbage can?

We are probably the primary offenders. For over a two years now we've been hiking almost every single week 3+ miles on Sundays around the golf course.....picking up trash as we go

The past month we start going 4+ miles and we finish by walking out to Springbrook Rd.....down to Fernwood then home by the park. Springbrook is often a mess. Although we feel like it looks better now. In another month, we should be past a point of having a full bag to drop in the can. We hope it's ok. We know it can make it a challenge as it fills up the can probably. Not trying to cause any issues or more work for the workers.

People often drop their garbage in the park even when the can is empty. If they would prefer we just set the bag outside the can tied tightly we can do that. Or I can keep it until the day of the week they stop by to empty the can and I can bring it over if I know the schedule or time

Patrick

From: Gibbs, Patrick

Sent: Thursday, December 9, 2021 11:46 AM

To: Kat Ricker <kricker@cprdnewberg.org>

Subject: RE: <External>Fence update

Thanks Kat!

We hike the park about once per week

Hope you enjoy the holidays

From: Kat Ricker <kricker@cprdnewberg.org>

Sent: Thursday, December 9, 2021 11:34 AM

To: Gibbs, Patrick <Patrick.Gibbs@nike.com>

Subject: <External>Fence update

Hi Patrick,

Chatty Cathy runs
every damn class she attends.

1/26/22

Will the Board attend a Mon-Wed-Fri water x class ~~at~~ at the Newberg pool at 9:15 to 10:15 to witness first hand the insane rudeness of one person who ruins the class, first, for anyone hearing impaired and secondly, for each and every other participant because once she enters the water her jaw does not stop moving until 60 minutes later. She seeks out fat women not into exercising or new women who become her receptor of 60 minutes of talk about herself: her Dundee B+B, her Hawaiian rental, her Feb. trip to Mexico (w/ ~~he~~ can't wait for peace & quiet), her red VW convertible, her 2 golfing sons, her garden, etc, etc, etc.

The pool will soon find itself like the school board - facing a suit brought by the Americans with Disabilities Act for the hand of hearing along with illegal and profoundly unsafe pools the handicapped struggle to open without increasing their injuries.

Subject: Fwd: CPRD

Date: Thursday, February 3, 2022 at 5:02:46 PM Pacific Standard Time

From: Don Clements

To: Julie Petersen, Kat Ricker

Sent from my iPhone

Begin forwarded message:

From: JEAN MARKELL <jeanmarkell@gmail.com>
Date: February 3, 2022 at 11:35:05 AM PST
To: Don Clements <dclements@cprdnewberg.org>
Subject: CPRD

Superintendent:

Once again I used the facilities at the aquatic center and found safety standards in question. There was no one on the basketball courts, but had there been I'm sure safety would have been of little concern to a few as I when reported infractions of the safety rules were not addressed when them to th front desk. Today though, I was using the gym equipment and there was a participant wearing a mask below his lips. This certainly keeps us all safe! Then I noticed that he wasn't even wiping down the equipment he used to keep the next user as safe as possible. We all take a risk of contracting COVID by merely leaving our homes and mixing with the general public and it's not my job to keep members safe and abiding by the rules of safety.

I made it clear that the member knew how I felt and he just ignored me. I then addressed the concern to the front desk and asked what they would do? They called in the manager and when I asked her what she planned to do, the only response I got was "I don't appreciate your attitude" and that she was busy working. I was told the first time I complained that the staff was short handed and that she was too busy working to take a run through the gym. This does not negate her responsibility to ask members to abide by the rules. I can't see why she and everyone on the desk can't run through the gym at the beginning of every break and lunch to check on safety masking. This would take 2 minutes. It seems she may be fearful of any confrontation.

I spent 20 minutes more in the gym and never saw her leave her office to inform anyone of the rules. I would like to see her fired for such blatant disregard for the concerns of members and their safety. This scenario has repeated itself just about every time I have been in the gym. COVID risks are real and particularly true due to the fact that 64% of this county remain unvaccinated! I can't believe that people are risking their lives and those they meet and prefer death to masking, just like the dead Washington state officer who wouldn't get vaccinated. My life is just as important as their's and my freedom to stay safe and alive is more important than any lack of choice they or any individual may have because public health and safety depends on cooperation and compliance and supersedes individual choice. Otherwise, how can anyone remain safe if there are no rules to guide public behaviors. Public health and safety outweighs individual choice every time.

Subject: RE: Health risks

Date: Thursday, February 3, 2022 at 4:39:44 PM Pacific Standard Time

From: Tara Franks

To: jeanmarkell@gmail.com

CC: Kat Ricker

Jean,

Thank you for your heartfelt email dated January 28th with regards to the mask mandate as it relates to facility use here at Chehalem Aquatic & Fitness Center.

You are correct in stating masks are required while in the facility (except when swimming). Although OHA states that shields are not as effective as are masks (OHA, 11/23/21 states) they are still an acceptable face covering so we as an agency find the use of face shields to be acceptable. We admit individuals to the facility only if they are masked (if a guest arrives with no mask, one is issued to them). Once in the facility we hold our visitors to the honor system (as to proper use of face coverings) with multiple random checks daily. We do not actively police mask use.

We are doing what we can with the resources available to us to ensure our patrons needs and wellbeing are being met.

Should you wish to discuss the matter further, please don't hesitate to contact Special Services Supervisor Julie Peterson at jpetersen@cprdnewberg.org or 503-519-7364.

Tara Franks, Coordinator

Chehalem Aquatic & Fitness Center
tfranks@cprdnewberg.org
503-538-4813

Physical Address:
1802 Haworth Avenue
Newberg, OR

Mailing Address:
c/o 125 South Elliott Rd
Newberg, OR 97132

From: JEAN MARKELL <jeanmarkell@gmail.com>
Sent: Friday, January 28, 2022 10:58 AM
To: Kayla McElligott <kmcelligott@cprdnewberg.org>
Subject: Health risks

When you look at the website for Chehalem Parks & Rec, it states:
"Aquatic & Fitness Center
COVID Precautions - Winter 2022

As mandated by the governor, masks are required to be worn at all time by all guest ages 5 years and up (except when swimming). As we continue through this COVID era, we want our patrons to know that



Secretary of State
Corporation Division
255 Capitol Street NE, Suite 151
Salem, OR 97310-1327

Phone: (503) 986-2200
FAX: (503) 378-4381
sos.oregon.gov/business

2022 ANNUAL REPORT

REGISTRY NUMBER: **50623694**

DATE OF FILING: 3/18/2008

FEE: \$50

DUE DATE: 3/18/2022

TYPE: DOMESTIC NONPROFIT CORPORATION

0495
W CLEMENTS
125 S ELLIOTT RD
NEWBERG OR 97132

FYI

Business Name: CHEHALEM PARK FOUNDATION

Jurisdiction: OREGON

Non-Profit Type: PUBLIC BENEFIT

The following information is required by statute. Please complete the information below. If any of the information is incorrect, you can make changes on this form. Failure to submit this Annual Report and fee by the due date may result in inactivation on our records.

REGISTERED AGENT:

W DON CLEMENTS

STREET ADDRESS: (Must be an Oregon Physical Street Address)

125 S ELLIOTT RD, NEWBERG, OR 97132

If the Registered Agent has changed, the new Agent has consented to the appointment.

Type of Business:

Domestic Nonprofit Corporation

Principal Place of Business Address:

125 S ELLIOTT RD, NEWBERG, OR 97132

(Physical Street Address)

Mailing Address:

125 S ELLIOTT RD, NEWBERG, OR 97132

President Name and Address

~~BART RIERSON~~ Lisa Rogers

~~110 HAZELNUT DR, NEWBERG, OR 97132~~ 509 S. College St. Newberg OR 97132

Secretary Name and Address

~~PETE SIDERIUS~~ Don Loving

~~1005 HWY 99W, DUNDEE, OR 97115~~ 29205 NE Benjamin Rd Newberg OR 97132

Execution: I declare as an authorized signer, that this filing has been examined by me and is, to the best of my knowledge and belief, true, correct, and complete. Making false statements in this document is against the law and may be penalized by fines, imprisonment, or both.

Signature

W Don Clements

Printed Name

W Don Clements

Date

2/14/2022

Phone Number

503-537-4165

Make check payable to "Corporation Division" and mail completed form with payment to the address above.

Note: Filing fees may be paid with a major credit card. Submit the card number and expiration date on a separate page for your protection.

Chehalalem

Park & Recreation District

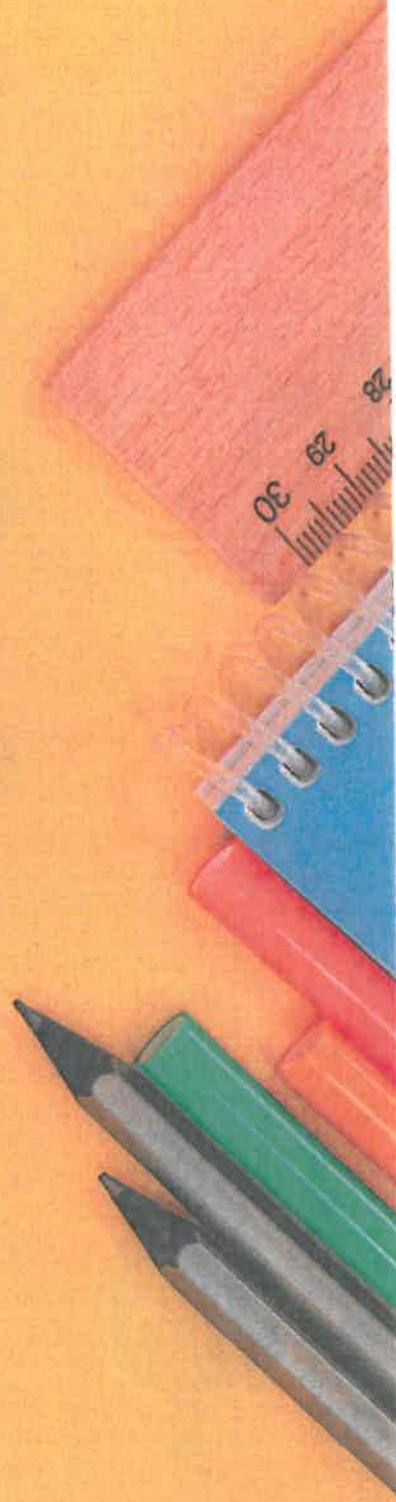


CARE PROGRAM



About our childcare

C A R E
Children's (before- and)
Afterschool
Recreation &
Enrichment



When CPRD formed in 1966, its first activity program was a preschool; Bonnie Benedict Preschool became the first preschool in Newberg. Subsequently, we opened our childcare program in the late 1980s as

CARE

Children's (*before- and*)
Afterschool
Recreation &
Enrichment

About Our Childcare · cprdnwberg.org

We serve approximately 100 families at this time, and have nearly double that number of registrants. This increases during the summer months, when we provide full-time childcare.

About Our Childcare • cprdnwberg.org

CARE serves two groups

- Pre-K - ages 3 to 5
- Grade school - kindergarten through grade 5

Childcare worker-to-child ratio is 1 – 15.

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Childcare is offered on schooldays Monday through Friday

- **Before school** - 6:30 a.m. until school begins
- **After school** - 2:30 p.m. until 6 p.m.
- **All day** - 6:30 a.m. to 6:00 p.m. on holidays, seasonal breaks, and service days when "school is out."

Responding to the needs of the community



- CARE began as an afterschool childcare program and expanded into before- due to need.
- CARE is the only morning childcare service in Newberg that is available to children in kindergarten through grade 5.
- CARE provides childcare inside all six elementary schools in the Newberg School District, so that working parents can keep working, and teachers can keep on teaching.

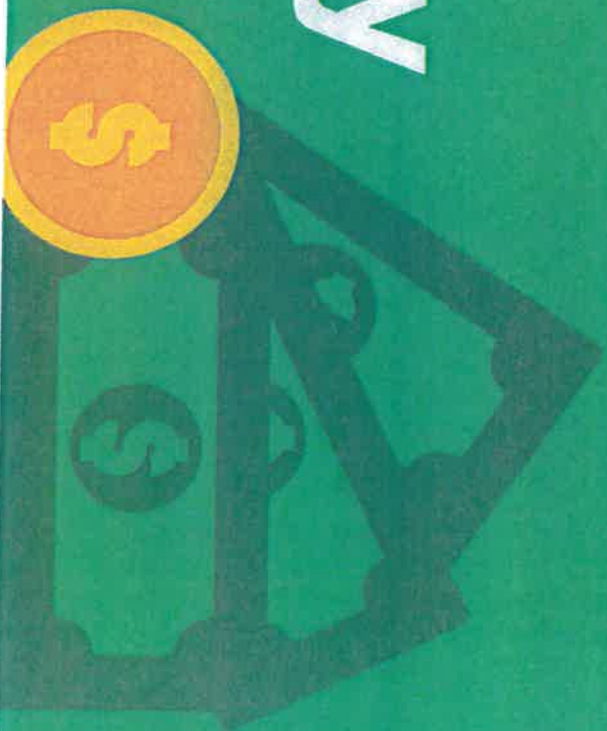
Responsiveness during Coronavirus pandemic



When Oregon's first of statewide closures began on March 13, 2020, CPRD immediately went into gear to retool. On March 30th, we launched Camp CARE Essentials, offering all-day childcare services to emergency responders and the entire community.

Responsiveness during Coronavirus pandemic · cprdnewberg.org

Commitment to affordability & accessibility



Internal Policy Commitment

CPRD will **never deny** a parent's access to childcare due to financial circumstances. CPRD **does not send families into collections** for failed payments.

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State financial assistance

CARE is a registered program of ERDC, the DHS employment-related childcare program designed to help low-income parents pay for childcare so they can go to work.

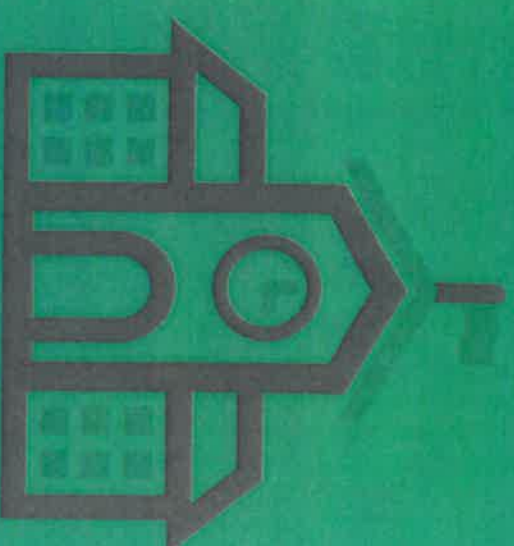
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CPRD financial assistance

- In an average year, CPRD typically administers roughly \$20,000 in scholarships and debt forgiveness.
- CPRD is also flexible in stretching out payment plans as needed, in order to make monthly payments achievable.
- CPRD provides houseless children childcare at no charge.

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Partnering with Newberg School District



- NSD employees receive a 40% discount.
- NSD principals are able to sponsor children who have particularly difficult circumstances, in order to provide childcare at no cost.

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Contacts



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For more information, visit cprdnewberg.org

Find us online!



Chehalis Park & Recreation District

[About Us](#)[Parks, Trails & Golf](#)[Facilities](#)[Activities](#)[Sports](#)

[Contact Us](#)[My Account](#)

Activity Guides & Newsletters

- Special Events
- Birthday & Pool Parties
- Carmelia Run/Walk 5K/10K
- Father Daughter Dance
- Old-Fashioned Festival 5K Run/Walk
- Safety Town Summer Camp

Recreation & Education


- Recreation
- Community School
- Bonnie Benedict Preschool
- Kindergarten Readiness Program
- Fitness
 - At the Aquatic & Fitness Center
 - Other CPRD Fitness Classes

Markets & Bazaars

- Online Dundee Market
- Newberg Wednesday Market
- Fall Bazaar & Craft Fair

Childcare

- School Year CARE
- Summer Camp CARE



Next:

Learn more about our childcare at cprdnwberg.org

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503-537-2909
fax 503-538-9669
125 South Elliott Road
Newberg, OR 97132
cprdnewberg.org

February 11, 2022

Project: Enhancement of Butler Property in order to hold outdoor events
ARPA Expenditure Categories (EC): 2.9, 2.10, 2.11, 2.12

Justification

Newberg small businesses have long endeavored to realize the needs of the growing community, adapt to the traffic and parking conditions of being situated along a major arterial highway, and to become a destination spot for tourism and visitors, as well as become an attractive and hospitable stop for travelers. In the midst of pursuing these goals, they have suffered financially the past two years from the Coronavirus pandemic, its subsequent lockdowns and restrictive measures.

An advantageous characteristic of Newberg is its potential for cooperation and communication among its proliferation of engaged commercial and civic individuals and entities. In this spirit, civic leaders from Chehalem Park and Recreation District, City of Newberg, Chamber of Commerce, Newberg Downtown Coalition, as well as Newberg Rotary Clubs and various downtown businesses came together as a group to discuss what kind of projects that could strengthen the community and meet these goals.

This group identified the excellent potential that would be produced from enhancing a City-owned parcel known as the Butler Property, located at 411 East 1st Street, across from Newberg City Hall. The property is approximately one-quarter acre, is located central to the downtown core of Newberg, and is adjacent to the Chehalem Cultural District, U.S Post Office, and many of the downtown businesses that have been severely economically affected by the pandemic. This open-space lawn area exists as a passive park and small event area mostly useable during the drier seasons. As such, its use by the community and surrounding businesses is limited.

Project Details

On behalf of these partnering entities, CPRD requests \$230,000.00 in ARPA funds from the City of Newberg in order to improve this parcel by investing in its development into an all-season multiuse plaza area with a mobile stage. This could serve to provide more useable and attractive open public space for use of area restaurants and businesses. Its potential would increase to become an outdoor public plaza that would be equipped and desirable for locating events, markets, concerts, performances, and gatherings from not only these aforementioned partners, but it could attract new participants as well.



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This area will feature permeable pavers to withstand vehicular traffic and provide drainage of rain and run off, making it useable during the shoulder season. The existing grassy area will be enhanced with landscaping and amenities, in order to provide an attractive, all-season open space plaza area that is accessible to all. Amenities could include mobile ADA restrooms, a portable stage, water, electrical services, and public WIFI service. The mobile, modular, portable, outdoor stage would be designed to meet the needs of multiple organizations for a variety of events, potentially providing opportunities for holiday tree lighting, Tunes on Tuesday, political and cultural gatherings, and more. Partnering and complementary agencies and groups could share use of the area and its stage.

Project Sustainability

Chehalem Park & Recreation District is proposing to combine the resources of both public and private entities in order to construct and provide an all-season gathering and event area that is socially, environmentally and economically sustainable. This can position community leaders to stimulate commerce and benefit downtown, local and regional businesses, as well as benefit the community socially and civically.

By having the stage modular in design, it would be a piece of equipment that would be versatile enough to satisfy longterm use, until its demise or replacement.

By the nature and expected frequency of the events which could potentially locate here, such a landscaped outdoor area featuring an outdoor stage could enhance our community and attract visitors to the center of downtown. This would reduce the need for event hosts to relocate and find suitable locations to hold events, thus relieving their burden while increasing accessibility and awareness of events.

Chehalem Park and Recreation District, together with the City of Newberg, civic groups, business and community volunteers, propose collaborating to provide this event-ready open area for the Newberg community.

Sincerely,

A handwritten signature in black ink, appearing to read "Kat Ricker", is written over a horizontal line.

Kat Ricker, Public Information Director

CC: Don Clements, Superintendent
Casey Creighton, Basic Services Supervisor

