

AGENDA
CHEHALEM PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
CHEHALEM ADMINISTRATION OFFICE
125 S. ELLIOTT ROAD NEWBERG, OREGON
May 26, 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 April 28, 2022.
 - B. Approval of Bills Payable
 - C. Approval of Financials

OPEN PUBLIC HEARING ON 2022-23 BUDGET

- V. Public Participation**
 - A. Homeowners Greens
 - B. Others not on Agenda
- VI. Action Items/Committee Reports/Board Comments**
 - A. Discussion on right of way easement and donation of land
 - 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

CLOSE PUBLIC HEARING ON 2022-23 BUDGET

- X. Adjournment**

Next regular Board meeting is June 23, 2022.

Please remember we will adopt the 2022-23 budget. We need at least three members of the Board.

We need to have a brief Foundation Meeting after adjournment (please see page 82-85).

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

| | | | |
|--------------------------|-------------------------------|-------------------------------|-------------------------------|
| INTEREST | \$ 10,736.57 | \$ 11,469.82 | \$ 733.25 |
| CITY OF NEWBERG | \$ 583,681.14 | \$ 2,732,661.40 | \$ 2,148,980.26 |
| CITY OF DUNDEE | \$ 24,241.24 | \$ 83,677.66 | \$ 59,436.42 |
| COUNTY OF YAMHILL | \$ 119,423.21 | \$ 99,959.50 | \$ < 19,463.71> |
| TRANSFERRED IN | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| TOTAL REVENUE | \$ 3,049,414.42 | \$ 4,869,219.45 | \$ 1,819,805.03 |
| TOTAL EXPENDITURE | \$ 529,991.07 | \$ 522,591.18 | \$ < 7,399.89> |
| <u>BALANCE</u> | <u>\$ 2,519,423.35</u> | <u>\$ 4,346,628.27</u> | <u>\$ 1,827,204.92</u> |

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

RECOMMENDATION: Approve April 2022 Financials as submitted

OPEN PUBLIC HEARING ON 2022-23 BUDGET- Receive input for citizens.

V. PUBLIC PARTICIPATION

- A. Homeowners Greens – Please see Page.(10A)
- B. Others not on agenda – We have no other request at this time.

VI. ACTION ITEMS/COMMITTEE REPORTS/BOARD COMMENTS

- A. Discuss Easement and Donation of Land – Please see information on pages (11-15). Casey and I will be at meeting to answer questions.

RECOMMENDATION: Authorize Superintendent to move ahead with the Easement and Donation of Land

- B. Vacation Application for Road next to Gail's Park – Please see pages (16-25).

RECOMMENDATION: Authorize Superintendent to sign Application.

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

VII. OLD BUSINESS

- A. Update on Projects and Operation - Will discuss at meeting.
- 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 (26-51)

RECOMMENDATION: Approve Master Plan

- B. Staff Reports – Please see pages (52-69).

IX. CORRESPONDENCE

- A. Citizens Comments/Evaluations – Please see Pages (70-76)
- B. Miscellaneous Information – Please see pages (77-81).

CLOSE PUBLIC HEARING ON 2022-23 BUDGET- PRIOR TO CLOSING HEARING ASK IF ANY ONE HAS COMMENTS OR INPUT ON 2022-23 BUDGET

X. ADJOURNMENT.

Next Regular Board Meeting June 23, 2022. We adopt the 2022-23 budget and need three members.

FONDATION MEETING – PLEASE SEE PAGES (82-85)

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CHEHALEM PARK AND RECREATION DISTRICT
REGULAR BOARD MEETING
CPRD Administration Office
125 S. Elliott Road
April 28, 2022
MINUTES

- I. Jim McMaster called the meeting to order 6:00 p.m. as Lisa Rogers had not logged on.

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

 - Absent - Lisa Rogers - expected remotely

 - CPRD Staff:
 - Don Clements, Superintendent
 - Casey Creighton, Basic Services Supervisor/Park and Facilities Supervisor
 - Kat Ricker, Public Information Director
 - Heidi Smith, Administrative Coordinator - remotely

 - Public:
 - Tom Hammer

- III. Approval of or changes to agenda –
 - Moved Don Loving**
 - Second Bart Rierson**
 - Passed unanimously**

- IV. Approval of consent agenda
 - a. Approval of minutes of regular Board meeting March 24, and Budget Committee meetings April 5 and 7.
 - b. Approval of bills payable
 - c. Approval of March financials
 - Moved Don Loving**
 - Second Bart Rierson**
 - Passed unanimously**

- V. Public participation - None

- VI. Action items/committee reports/Board comments
- a. Approval of updated 2015 Intergovernmental Agreement for Services with Yamhill County Community Justice (YCDCJ) for inmate work crew labor for landscaping services; updates include reduced amounts of service hours and increased costs, reflecting appreciation of costs to YCDCJ.

Moved **Bart Rierson**
Second **Gayle Bizeau**
Passed unanimously
 - b. Approval of contract with AKS Engineering & Forestry through Smartbuy Cooperative Purchasing Program for Renne Field conversion (install artificial turf football field).

Also approval and authorization to sign lease agreement with Newberg School District #29J for use of Renne Field, specifying that CPRD will have priority of use outside of school operation hours once adjacent junior high school is built and open.
 Discussion - Board examined plan options.
Motion to approve AKS Engineering & Forestry through Smartbuy Cooperative Purchasing Program for Renne Field conversion, and approval and authorization to sign lease agreement with Newberg School District #29J for use of Renne Field.

Moved **Don Loving**
Second **Gayle Bizeau**
Passed unanimously
 - c. Reports and comments from Board members

Bart Rierson - Said the trails committee was getting frustrated with no progress, but had scheduled a trails tour for May 11th.
- VII. Old business/project updates
- a. Updates - Bart Rierson asked for and received an update on discussions with Lindquist on possible paddle launch easement; no action yet. Rierson said he would like to be involved when it came time.

Casey Creighton said Sanders Estate ORPD LGGP grant had been submitted; he and Kat Ricker wrote the application. He is meeting with Yamhill County staff about the railroad crossing that is located on the proposed bypass trail. He is still working on proposed campground; ODOT is doing traffic counts for proposed traffic light installation on Wynooski, which will help the intersection where the campground will be. He said there will be a turning lane and deceleration lane and having traffic control there will help this.
 - b. Pickleball Advisory Committee - Gayle had no update, had not heard anything from committee. Casey said they did not get the ARPA grant through the county.
 - c. Chehalem Heritage Trails Committee (See VI C.) - Jim McMaster described the meeting which resulted in the draft easement included in the packet (provided by CPRD legal counsel John Bridges) regarding use and

maintenance of a trail on private property owned by Knudsen Vineyards, LLC. which is contiguous to Crabtree Park. The trail is to be located along the edge of the property, in conjunction with the parking lot at Crabtree Park. This trail is to be fenced and maintained by CPRD, and kept open to the public to use free of charge.

VIII. From the superintendent's desk

- a. Superintendent's report – According to NRPA annual nationwide analysis report, and CPRD is at the top of the percentile.

Request from Lisa Rogers via Newberg mayor Rick Rogers to recognize citizen Donna Paul and her Scrabble program (Paul involved since 1995). Clements sought Board's approval to dedicate a park bench and have Don Loving say a few words to dedicate it.

Request from Dundee Parks Advisory Committee for letter of support for proposed addition of a restroom in the City of Dundee's newly opened Tipsu Palach Park. The Board approved this.

- b. Staff reports –

Kat - Senior Center volunteer spotlight article series is underway; Newberg Graphic picked up an ran an article last week on 90-year-old volunteer Dee Norman. In an effort to expand roles of front desk staff and their presence in community, a registration clerk with PR writing aspirations is writing them. Kat and a different clerk who is strong in public events attended a job fair yesterday.

Chehalem Valley Vaudeville is a new variety show that Kat is co-producing with director of Chehalem Valley Chamber of Commerce and CPRD is co-sponsoring, together with Chehalem Cultural Center.

Auditions are Monday and performances June 10 and 11.

Newberg Wednesday Markets begin May 4th.

IX. Correspondence

- a. Citizen comments/evaluations – Don reminded Board of scheduled System Development Charges scheduled to increase on July 1, 2022 (previously approved by CPRD Board).

Kat said the May 3rd City Club speaker would be Dr. Jeri Turgesen on the topic of children's mental health.

- X. Adjournment – Don Loving moved to adjourn 7:20 p.m.**

Respectfully Submitted,

Kat Ricker, Public Information Director

**ACCOUNTS AND PAYROLL PAYABLE
FROM APRIL 13, 2022
UP TO MAY 20, 2022**

ACCOUNTS PAYABLE FOR GERNERAL FUND

| <u>CHECK NUMBERS</u> | <u>AMOUNT</u> | <u>TYPE CHECKS</u> |
|--|-----------------------------|----------------------|
| 125838-126024 | \$ 438,224.71 | ACCOUNTS PAYABLE |
| *125886-88 125947-48 125972-73 125975 126024 (10 CHECKS) | | |
| | \$ 2,698.41 | PAYROLL |
| WIRE TRANSFER PAYROLL | \$ 190,410.83 | PAYROLL |
| 2206-2218 | \$ 17,258.30 | MANUAL/ACH TRANSFERS |
| GRAND TOTAL | <u>\$ 648,592.25</u> | |

BREAKOUT

| | |
|---------------------------------------|----------------------|
| <u>ACCOUNTS PAYABLE</u> | \$ 438,224.71 |
| <u>PAYROLL</u> | \$ 193,109.24 |
| <u>WIRE TRANSFER & ACH</u> | \$ 17,258.30 |

ACCOUNTS PAYABLE FOR SDC FUND

| <u>CHECK NUMBERS</u> | <u>AMOUNT</u> | <u>TO WHOM</u> |
|----------------------|----------------------------|-----------------|
| 1041 | \$ 4,498.75 | AKS ENGINEERING |
| 1042 | \$ 6,373.74 | GREEN WORKS |
| 1043 | \$ 3,070.00 | MIG-APG |
| 1044 | \$ 13,710.96 | GREEN WORKS |
| GRAND TOTAL | <u>\$ 27,653.45</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>POOL BOND DEBT</u> | \$ 00.00 | |

ACCOUNTS PAYABLE FOR FOUNDATION

CHECK NUMBERS

AMOUNT

TO WHOM

194

\$ 25.90

TECH SOUP US BANK

GRAND TOTAL

\$ 25.90

FINANCIAL OVERVIEW
GENERAL FUND SUMMARY

| DESCRIPTION | AS OF 04/30/20-21 | AS OF 04/30/21-22 | DIFFERENCE |
|----------------------------------|------------------------|------------------------|------------------------|
| Total Operational Expense | \$ 3,973,831.65 | \$4,663,259.77 | \$ 689,428.12 |
| Total Capital Outlay & Transfers | \$ 102,973.11 | \$ 326,136.91 | \$ 223,163.80 |
| GRAND TOTAL EXPENSES | \$ 4,076,804.76 | \$4,989,396.68 | \$ 912,591.92 |
| Total Tax Revenue | \$ 3,142,923.76 | \$3,359,794.49 | \$ 216,870.74 |
| Total Fees & Charges Revenue | \$ 2,191,317.12 | \$3,010,875.11 | \$ 819,557.99 |
| Total Other Revenue | \$ 232,214.72 | \$ 260,106.88 | \$ 27,892.16 |
| Beginning Balance | \$ 3,439,006.92 | \$4,586,627.40 | \$ 1,147,620.48 |
| GRAND TOTAL REVENUE | \$ 9,005,462.52 | \$11,217,403.88 | \$ 2,211,941.37 |

SDC FUND SUMMARY

| DESCRIPTION | AS OF 04/30/20-21 | AS OF 04/30/21-22 | DIFFERENCE |
|-----------------------------|------------------------|------------------------|-----------------------------|
| GRAND TOTAL EXPENSES | \$ 529,991.07 | \$ 522,591.18 | \$ < 7,399.89> |
| TOTAL REVENUE | \$ 738,082.16 | \$ 2,927,768.38 | \$ 2,189,686.22 |
| BEGINNING BALANCE | \$ 2,311,332.26 | \$ 1,941,451.07 | \$ <369,881.19> |
| GRAND TOTAL REVENUE | \$ 3,049,414.42 | \$ 4,869,219.45 | \$ 1,819,805.03 |

LOAN SERVICE FUND SUMMARY

| DESCRIPTION | AS OF 04/30/20-21 | AS OF 04/30/20-21 | DIFFERENCE |
|-----------------------------|---------------------|---------------------|------------------|
| GRAND TOTAL EXPENSES | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| REVENUE TRANSFERS | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| INTREST | \$ 135.65 | \$ 249.54 | \$ 113.89 |
| BEGINNING BALANCE | \$ 33,567.32 | \$ 33,702.97 | \$ 135.65 |
| GRAND TOTAL REVENUE | \$ 33,702.97 | \$ 33,952.51 | \$ 249.54 |

EQUIPMENT AND MAJOR MAINTENANCE FUND SUMMARY

| DESCRIPTION | AS OF 04/30/20-21 | AS OF 04/30/21-22 | 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 04/30/20-21 | AS OF 04/30/21-22 | DIFFERENCE |
|-----------------------------|-------------------|-------------------|----------------|
| GRAND TOTAL EXPENSES | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| GRAND TOTAL REVENUE | \$ 0.00 | \$ 0.00 | \$ 0.00 |

BOND LOAN SERVICE SUMMARY

| DESCRIPTION | AS OF 04/30/20-21 | AS OF 04/30/21-22 | DIFFERENCE |
|-----------------------------|------------------------|------------------------|------------------------------|
| GRAND TOTAL EXPENSES | \$ 326,987.56 | \$ 310,486.15 | \$ < 16,501.41> |
| GRAND TOTAL REVENUE | \$ 1,396,838.63 | \$ 1,669,515.43 | \$ 272,676.80 |

Subject: BOD mtg.

Date: Sunday, May 22, 2022 at 3:56:26 PM Pacific Daylight Time

From: Steve Paulson

To: Kat Ricker

CC: Matt Laroche, Ron Rogers, Dan Kim

Hello!

We'd like to speak at the board meeting on 5/26/22 in regards for concern of the condition of the golf course on behalf of homeowners in the Greens.

Please advise.

Thank you!

Steve

Steve Paulson
541-207-5095 mobile
stevepaulson79@gmail.com

"You can have different approaches and still accomplish amazing things."

—Tom Brady, NFL QB

IDA

To : CPRD

Thank you for considering this arrangement with Pat Darby that owns 900 NE Wynooski Rd., Newberg Or. 97132

We have two proposals that we would ask that you consider

PROPOSAL ONE

Map included that is marked "A"

Pat Darby will donate 4 ac to Chehalem Park and Rec if :

1-Access from Kennedy Rd to the one Acre Parcel, that is required to build one residence.

2- 1 ac will be brought into the city or just the ability to have a hook up for water and septic and be buildable.

PROPOSAL TWO

Map included that is marked "B"

Pat Darby will donate 5 ac to Chehalem Park and Rec in exchange for:

A 100 x 50 Buildable lot that is described on the map A

1- Access for sewer and water hook-ups

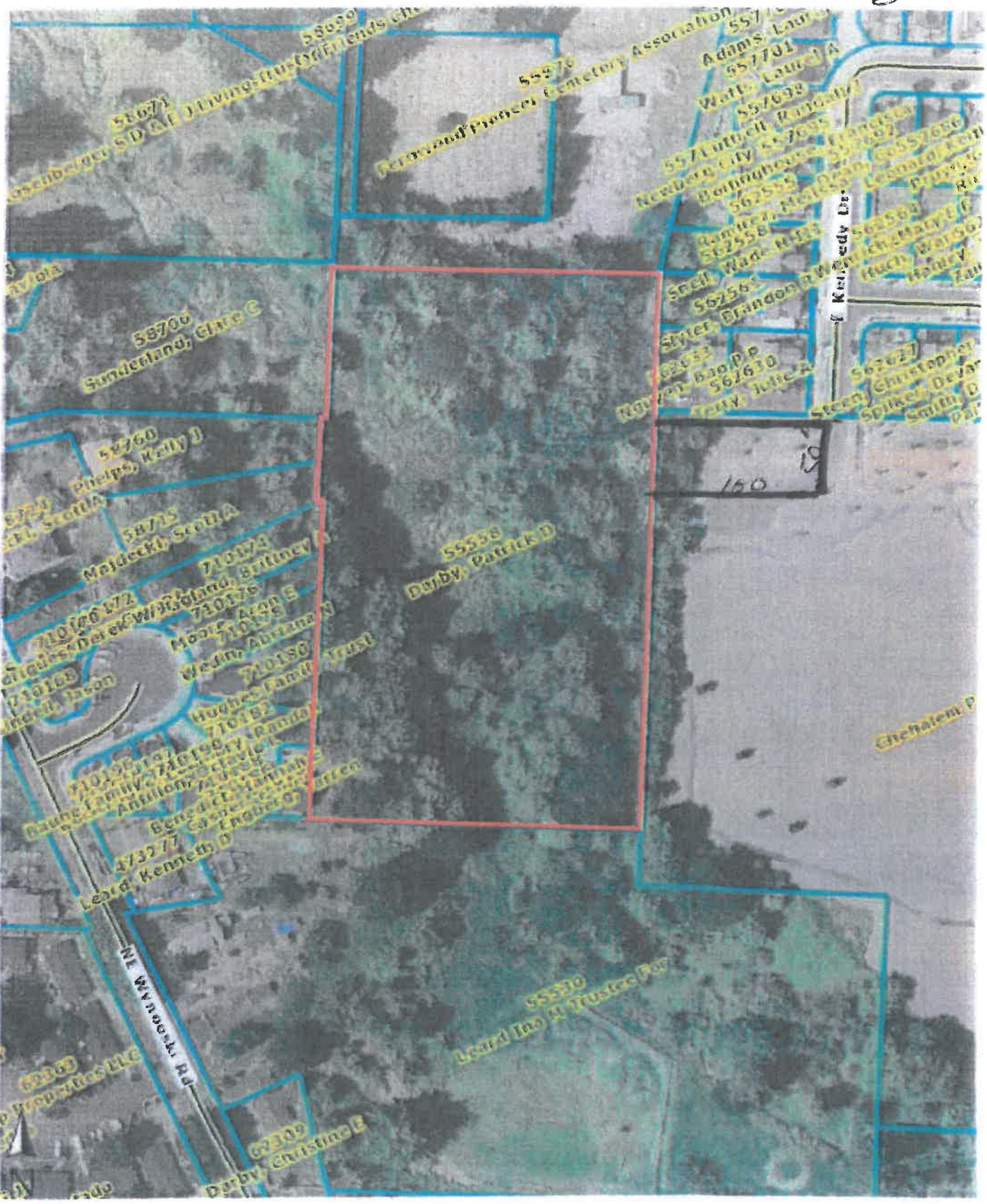
2- Access from Kennedy St for what is required for one residence

A



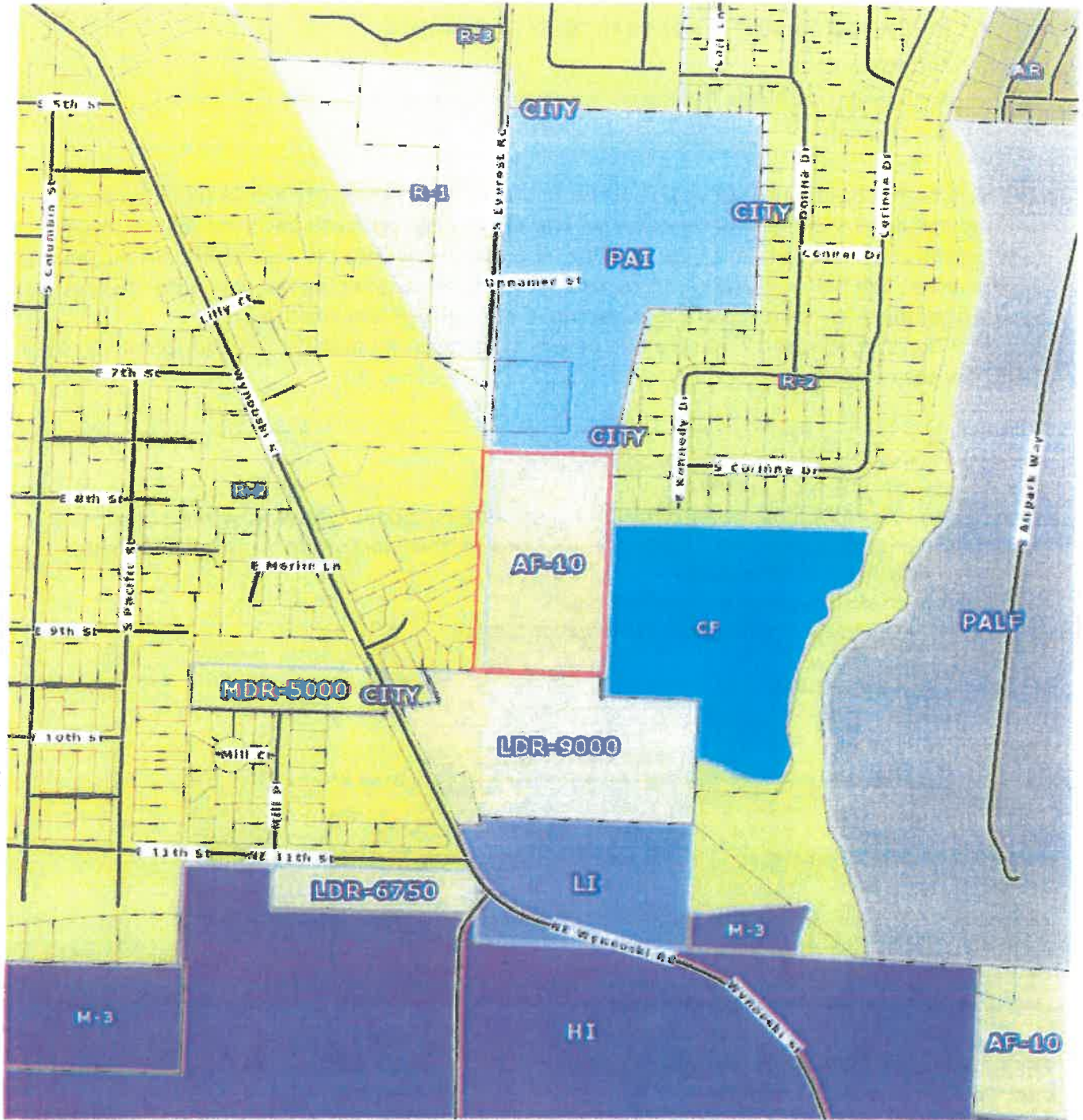
This map/plat is being furnished as an aid in locating the herein described land in relation to adjoining streets, natural boundaries and other land, and is not a survey of the land depicted. Except to the extent a policy of title insurance is expressly modified by endorsement, if any, the company does not insure dimensions, distances, location of easements, acreage or other matters shown thereon.

B



This map/plat is being furnished as an aid in locating the herein described land in relation to adjoining streets, natural boundaries and other land, and is not a survey of the land depicted. Except to the extent a policy of title insurance is expressly modified by endorsement, if any, the company does not insure dimensions, distances, location of easements, acreage or other matters shown thereon.

Zoning Map



TICOR TITLE™

Parcel ID: 55558

Sentry Dynamics, Inc. and its customers make no representations, warranties or conditions, express or implied, as to the accuracy or completeness of information contained in this report.

Subject: Re: Action Needed: Emergency authorization needed
Date: Tuesday, May 10, 2022 at 7:33:56 PM Pacific Daylight Time
From: Jim McMaster
To: Bart Rierson, Kat Ricker, Lisa Rogers, Don Loving, Gayle Bizeau
CC: Don Clements

I am ok with the street being vacated, but with some conditions. The city always intended for this street to be part of the development plan. As I recall, the district was to pay a part of the street construction costs, and the developer paid the other part. Now that the developer does not want to use the street, and if the city agrees to vacate the street then expanding the park onto this area would be a plus for the district. I just want to make sure that no strings are attached.

I approve Don's request and I am sure that he will inform us if the park district is impacted by either the city or the developer.

Jim

From: Bart Rierson <brierson@board.cprdnewberg.org>
Sent: Tuesday, May 10, 2022 5:43 PM
To: Kat Ricker <kricker@cprdnewberg.org>; Lisa Rogers <lrogers@board.cprdnewberg.org>; Don Loving <dloving@board.cprdnewberg.org>; Gayle Bizeau <gbizeau@board.cprdnewberg.org>; Jim McMaster <jmcmaster@board.cprdnewberg.org>
Cc: Don Clements <dclements@cprdnewberg.org>
Subject: RE: Action Needed: Emergency authorization needed

I'm OK with Don C approving.

Bart Rierson

Bart Rierson - Board Member
Chehalem Park & Rec
(503) 504-0368 mobile
(503) 537-2909 CPRD
New email address as of June 2021
brierson@board.cprdnewberg.org

From: Kat Ricker <kricker@cprdnewberg.org>
Sent: Tuesday, May 10, 2022 9:41 AM
To: Lisa Rogers <lrogers@board.cprdnewberg.org>; Don Loving <dloving@board.cprdnewberg.org>; Bart Rierson <brierson@board.cprdnewberg.org>; Gayle Bizeau <gbizeau@board.cprdnewberg.org>; Jim McMaster <jmcmaster@board.cprdnewberg.org>
Cc: Don Clements <dclements@cprdnewberg.org>
Subject: Action Needed: Emergency authorization needed

Good morning directors,

The superintendent, Don Clements, is seeking emergency authorization to sign a vacation application regarding Pahlisch Homes, Inc. for E. Henry Road, which lies inside Springbrook District, in order to develop new housing. Don would like you to know that he has wanted to proceed for a long time, and that the

opportunity has come up suddenly.

This action would require a quorum to indicate approval. The documentation is attached for your review. Please contact Don by phone if you wish to discuss. Please reply to all in this email. This will be on the agenda to discuss at the next Board meeting.

Thank you.

--

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

Subject: Re: Action Needed: Emergency authorization needed
Date: Wednesday, May 11, 2022 at 8:05:17 PM Pacific Daylight Time
From: Gayle Bizeau
To: Lisa Rogers, Jim McMaster, Bart Rierson, Kat Ricker, Don Loving
CC: Don Clements

I'm unfamiliar with the backstory on this property, so I defer to the judgment of those of you who are.

From: Lisa Rogers <lrogers@board.cprdnewberg.org>
Sent: Wednesday, May 11, 2022 2:48 PM
To: Jim McMaster <jmcmaster@board.cprdnewberg.org>; Bart Rierson <brierson@board.cprdnewberg.org>; Kat Ricker <kricke@cprdnewberg.org>; Don Loving <dloving@board.cprdnewberg.org>; Gayle Bizeau <gbizeau@board.cprdnewberg.org>
Cc: Don Clements <dclements@cprdnewberg.org>
Subject: Re: Action Needed: Emergency authorization needed

I too am okay with the vacation if the City allows.

From: Jim McMaster <jmcmaster@board.cprdnewberg.org>
Sent: Tuesday, May 10, 2022 7:33 PM
To: Bart Rierson <brierson@board.cprdnewberg.org>; Kat Ricker <kricke@cprdnewberg.org>; Lisa Rogers <lrogers@board.cprdnewberg.org>; Don Loving <dloving@board.cprdnewberg.org>; Gayle Bizeau <gbizeau@board.cprdnewberg.org>
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I approve Don's request and I am sure that he will inform us if the park district is impacted by either the city or the developer.

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Cc: Don Clements <dclements@cprdnewberg.org>
Subject: RE: Action Needed: Emergency authorization needed

I'm OK with Don C approving.

Bart Rierson

Bart Rierson - Board Member
Chehalem Park & Rec
(503) 504-0368 mobile
(503) 537-2909 CPRD
New email address as of June 2021
brierson@board.cprdnewberg.org

From: Kat Ricker <kricker@cprdnewberg.org>
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Cc: Don Clements <dclements@cprdnewberg.org>
Subject: Action Needed: Emergency authorization needed

Good morning directors,

The superintendent, Don Clements, is seeking emergency authorization to sign a vacation application regarding Pahlisch Homes, Inc. for E. Henry Road, which lies inside Springbrook District, in order to develop new housing. Don would like you to know that he has wanted to proceed for a long time, and that the opportunity has come up suddenly.

This action would require a quorum to indicate approval. The documentation is attached for your review. Please contact Don by phone if you wish to discuss. Please reply to all in this email. This will be on the agenda to discuss at the next Board meeting.

Thank you.

--

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



VACATION APPLICATION

FILE # _____

APPLICANT INFORMATION:

APPLICANT: Pahlisch Homes, Inc.
 ADDRESS: 15333 SW Sequoia Pkwy, Suite 190, Portland, OR 97224
 EMAIL ADDRESS: Please contact Applicant's consultant: AKS Engineering & Forestry, LLC: Maria Miller - mariam@aks-eng.com
 PHONE: (503)563-6151 MOBILE: _____ FAX: _____
 OWNER (if different from above): Aspen Way West, LLC PHONE: _____
 ADDRESS: 3113 Crestview Dr., Newberg, OR 97132

GENERAL INFORMATION:

VACATION TYPE: ALLEY: _____ EASEMENT: _____ STREET: _____
 ALLEY/EASEMENT/RIGHT-OF-WAY/LOCATION: E Henry Rd, east of N Center St & west of Estate St ZONE: NA - right-of-way
 IS THE PROPOSED VACATION SITE CURRENTLY IN USE? IF YES, INDICATE CURRENT USE: Not in use
 SURROUNDING USES:
 NORTH: Public park SOUTH: Agricultural, future residential
 EAST: Residential WEST: Residential
 STATE WHY THE VACATION SHOULD BE APPROVED: This portion of E Henry Road is not necessary to provide access to adjacent lots, and the vacated property will accommodate future needed housing in Springbrook District

IDENTIFY THE TAX LOT NUMBERS OF THOSE LOTS WHICH ABUT THE PROPOSED VACATION SITE:

| Tax Lot Number | Tax Lot Number | Tax Lot Number |
|----------------------|----------------|----------------|
| <u>R3208CB 12200</u> | _____ | _____ |
| <u>R3208 03501</u> | _____ | _____ |
| <u>R3208 04900</u> | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

SPECIFIC PROJECT CRITERIA AND REQUIREMENTS ARE ATTACHED

General Checklist: Fees Current Title Report Vicinity Map Property Owner's Signature

The application must include a current title report for each parcel adjacent to the area proposed for vacation, and a vicinity map of the area. Property owners abutting the proposed vacation site must sign the CONSENT TO VACATE form, which is on the reverse side of this application. The above statements and information herein contained are in all respects true, complete, and correct to the best of my knowledge and belief. Tentative plans must substantially conform to all standards, regulations, and procedures officially adopted by the City of Newberg. All owners must sign the application or submit letters of consent. Incomplete or missing information may delay the approval process.

Pahlisch Homes, Inc.
Applicant / Title Holder/ Contract Purchaser Signature


Date

Print Name

Attachments: Consent to Vacate Form, General Information, Criteria, Noticing Procedures, Fee Schedule, Checklist

CONSENT TO VACATE FORM

E Henry Road Right-of-Way

| PRINTED OWNER NAME | OWNER SIGNATURE | ADDRESS | TAX LOT |
|---|--|--------------------|---------------|
| * Aspen Way West LLC. |  | no situs | R3208 04900 |
| * Chehalem Park and Recreation District | | no situs | R3208 03501 |
| * Patricia Harris Living Trust | | 2803 N Estates St. | R3208CB 12200 |
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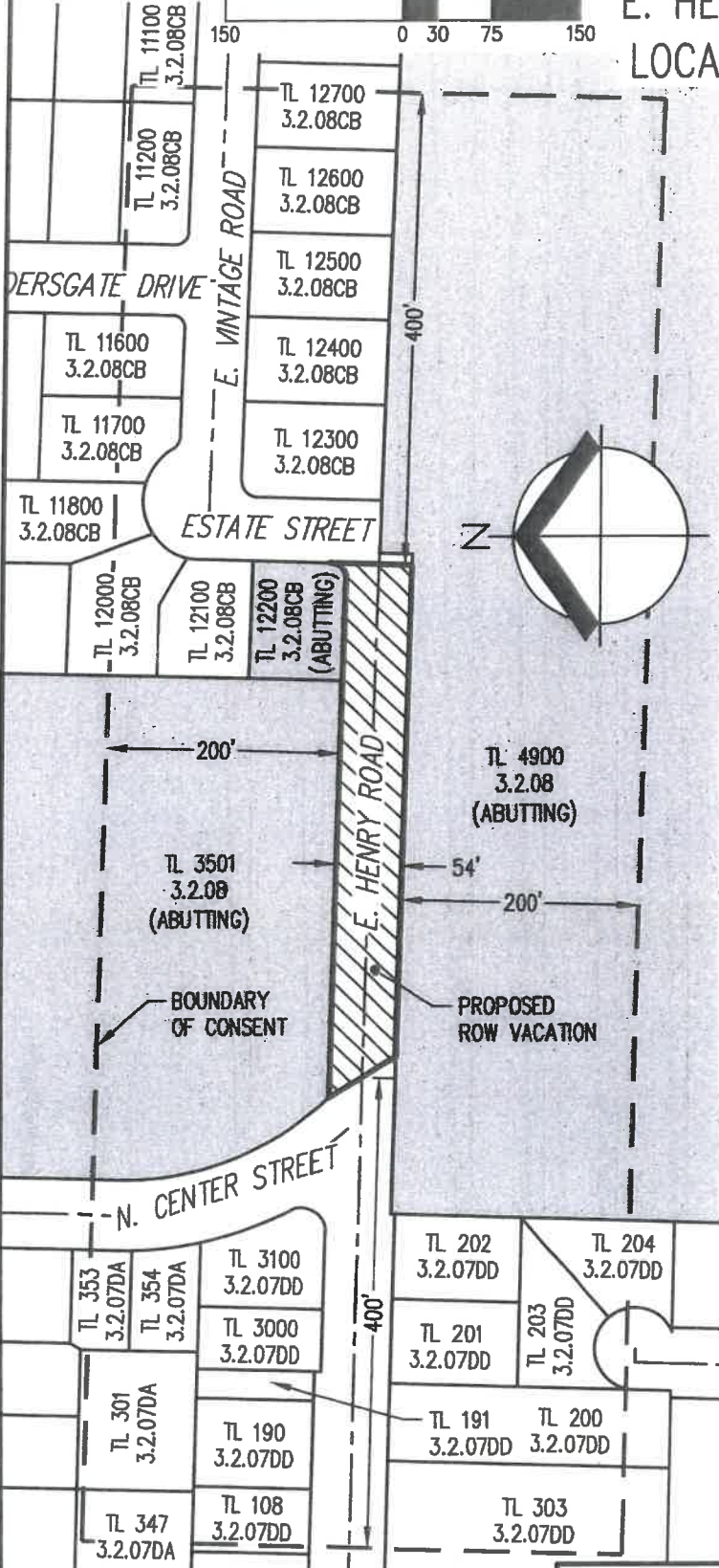
* Abutting Properties

SCALE: 1" = 150 FEET



EXHIBIT A

E. HENRY ROAD RIGHT-OF-WAY VACATION
 LOCATED IN THE SW 1/4 OF SEC 8, T3S,
 R2W, W.M., CITY OF NEWBERG,
 YAMHILL COUNTY, OREGON



AFFECTED PROPERTY OWNERS

| | |
|--------------------|--------------------------------------|
| TL 301, 3.2.07DA | MARY ASHCRAFT |
| TL 347, 3.2.07DA | DANAE & JOHN MOORE |
| TL 353, 3.2.07DA | JULIA & ISRAEL HOLSTI |
| TL 354, 3.2.07DA | RACHEL & GARY EDWARDS |
| TL 108, 3.2.07DD | BROOKE & MARK MARTINEZ |
| TL 190, 3.2.07DD | GAYLE BINGHAM |
| TL 191, 3.2.07DD | MARY ASHCRAFT |
| TL 200, 3.2.07DD | DIANE & STEVEN BEACH |
| TL 201, 3.2.07DD | MARILYN & DENNIS SCHEUERMANN |
| TL 202, 3.2.07DD | DEBRA & RALPH ALTON |
| TL 203, 3.2.07DD | ROGER ALLEN |
| TL 204, 3.2.07DD | BURLINGAME-FOGELQUIST FAMILY TRUST |
| TL 303, 3.2.07DD | DAVID & TRACY ALLEN |
| TL 3000, 3.2.07DD | BRYCE KURTZ |
| TL 3100, 3.2.07DD | ELIZABETH & STEVEN COMFORT |
| TL 3501, 3.2.08 | CHEHALEM PARKS & RECREATION DISTRICT |
| TL 4900, 3.2.08 | ASPEN WAY WEST LLC. |
| TL 11100, 3.2.08CB | YAGER FAMILY TRUST |
| TL 11200, 3.2.08CB | KAI & KIUWHA GAMBOA |
| TL 11600, 3.2.08CB | MARCUS & BRENDA HAUGEN TRUST |
| TL 11700, 3.2.08CB | ANITA HAMPTON & MICHAEL WONDER |
| TL 11800, 3.2.08CB | MICHELLE & HENRY WONG |
| TL 12000, 3.2.08CB | JORDAN & MELISSA CRIST |
| TL 12100, 3.2.08CB | THE 1998 KERR FAMILY TRUST |
| TL 12200, 3.2.08CB | PATRICIA HARRIS TRUST |
| TL 12300, 3.2.08CB | ADAM & TESS GLADSTONE |
| TL 12400, 3.2.08CB | ADAM & TINA YACKLEY |
| TL 12500, 3.2.08CB | SUSAN & DIRK GARDNER |
| TL 12600, 3.2.08CB | MICHAEL & NINA DAGUE |
| TL 12700, 3.2.08CB | PAUL & JUDITH COMSTOCK |

DATE: 3/21/2022

PREPARED FOR

PAHLISCH HOMES, INC.
 210 SW WILSON AVE, SUITE 100
 BEND, OR 97702

ABUTTING AND AFFECTED PROPERTIES

AKS ENGINEERING & FORESTRY, LLC
 12965 SW HERMAN RD, STE 100
 TUALATIN, OR 97062
 503.563.6151 WWW.AKS-ENG.COM



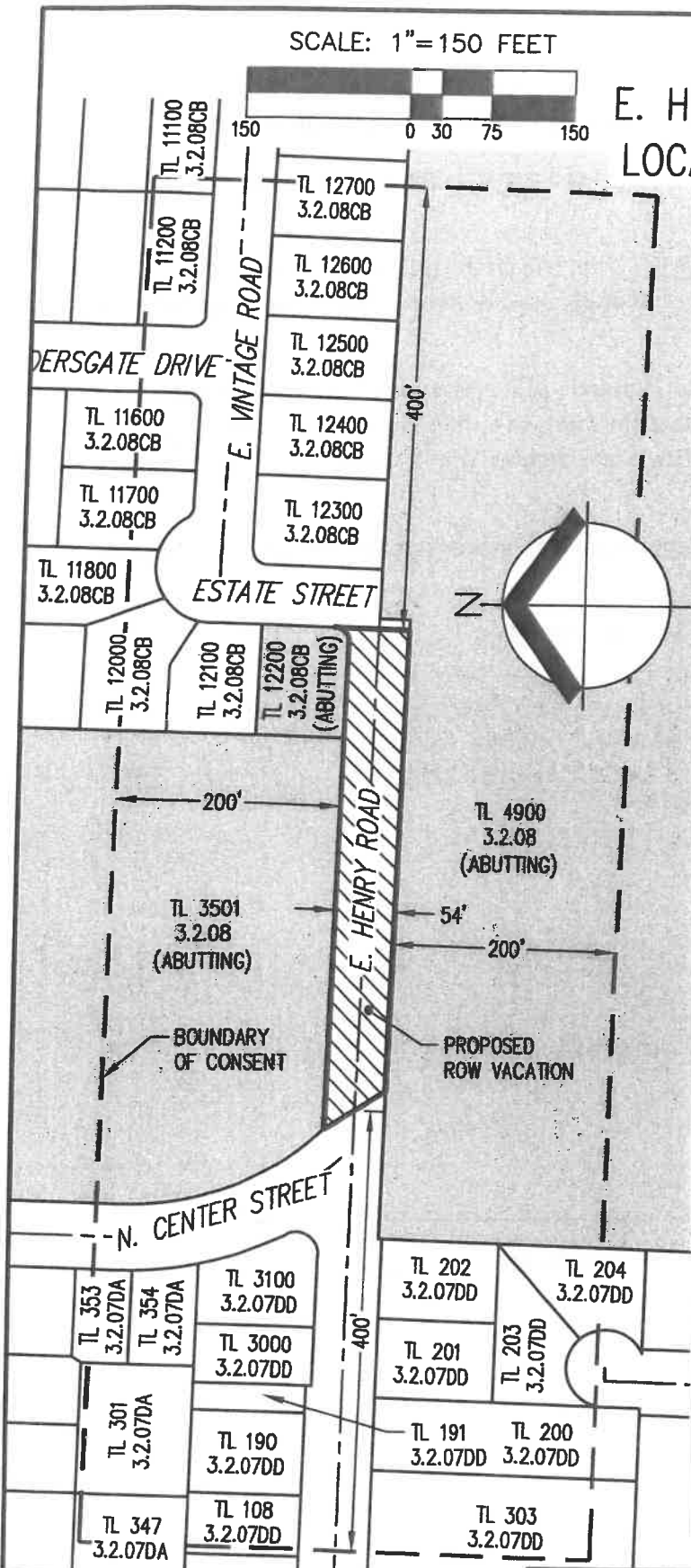
EXHIBIT
A

DRWN: EN
 CHKD: MK
 AKS JOB:
 4487-01

SCALE: 1"=150 FEET

EXHIBIT A

E. HENRY ROAD RIGHT-OF-WAY VACATION
 LOCATED IN THE SW 1/4 OF SEC 8, T3S,
 R2W, W.M., CITY OF NEWBERG,
 YAMHILL COUNTY, OREGON



| AFFECTED PROPERTY OWNERS | |
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| TL 12600, 3.2.08CB | MICHAEL & NINA DAGUE |
| TL 12700, 3.2.08CB | PAUL & JUDITH COMSTOCK |

DATE: 3/21/2022

PREPARED FOR

PAHLISCH HOMES, INC.
 210 SW WILSON AVE, SUITE 100
 BEND, OR 97702

ABUTTING AND AFFECTED PROPERTIES

AKS ENGINEERING & FORESTRY, LLC
 12965 SW HERMAN RD, STE 100
 TUALATIN, OR 97062
 503.563.6151 WWW.AKS-ENG.COM



EXHIBIT
A
 DRWN: EN
 CHKD: MK
 AKS JOB:
 4487-01

CONSENT TO VACATION OF CITY OF NEWBERG STREET RIGHT-OF-WAY

1. Pahlisch Homes, Inc. is the Petitioner for the vacation of a part of E. Henry Road in the location shown in Exhibit A to this Consent form.
2. Chehalem Park and Recreation District (CPRD) owns the real property located at Tax Lot R3208 03501, shown in Exhibit A to this Consent form, abutting the City street right-of-way proposed to be vacated.
3. CPRD is fully informed of the street right-of-way vacation and understands that they will receive one-half of the vacated street right-of-way along the frontage of their property upon approval of the Newberg City Council, subject to the reservation of any required public utility and access easements, as applicable.
4. CPRD hereby consents to the street right-of-way vacation as an abutting and affected area property owner.
5. The signer below is authorized to sign on behalf of the Owner.

Chehalem Park and Recreation District
Printed Name


Signature

5-12-22
Date

State of Oregon

County of _____

This instrument was acknowledged before me on this day _____ of _____ 2022.

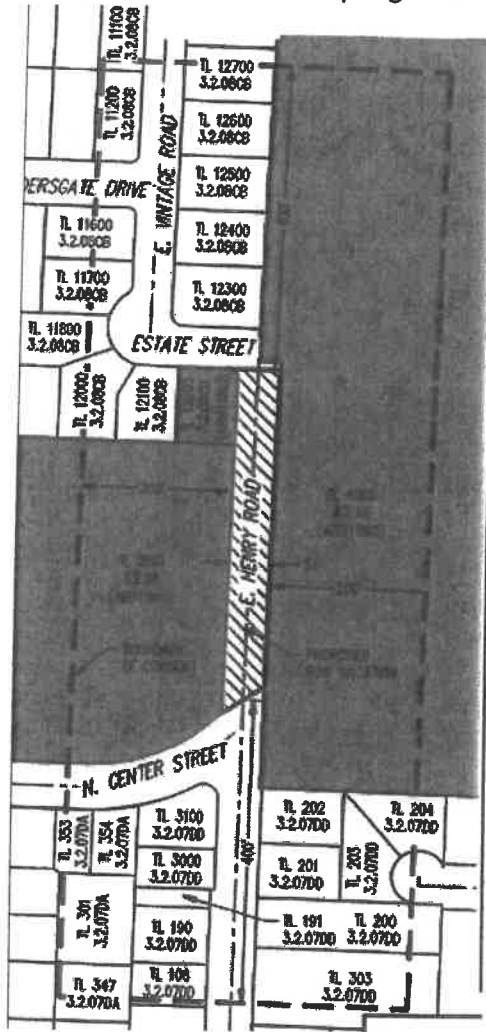
Notary Public for: _____

Right-of-Way Vacation

Requested by
Pahlisch Homes

Area of Request for Vacation:

Portion of E Henry Road west of the Estate Street and east of N Center Street, for the purpose of a future construction of single-family residential lots in the Springbrook District.



I affirm that the above information was provided to each of the property owners who signed the attached Consent to Vacate form.

Applicant's Signature

Date

Applicant's Printed Name

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DISTRICT HISTORY & GEOGRAPHIC SETTING

In early spring of 1963, the idea to form Chehalem Park and Recreation District was conceived. A group of thirty-five people met several times and then settled down to regular meetings. On June 21, 1965, the concept of the District went to the voters, who voted the District into existence and elected five Board members. On November 8, 1966, a tax base was established, and on July 1, 1967 the District became operational. The boundaries established then have remained the same, except the City of Dundee originally decided to be excluded, then in 1979, the City of Dundee voted to annex to the District.

The District is located on the eastern side of Yamhill County. Washington County borders the north and eastern sides of the District boundaries with Clackamas County bordering the remaining southeast boundary. The Willamette River borders the south boundary. The southwest border extends from the Willamette River to just outside the Dundee city limits, and then runs slightly northwesterly, to Hwy. 240 just west of Ribbon Ridge Road, then runs slightly northeasterly parallel to North Valley Road. The District encompasses 68 square miles. At its widest point, the District is 11 miles north to south, it is 14 miles east to west.

Since 1990, the District has seen an increase of 178 people per square mile. The 2020 population in the District is 35,623. Density, if evenly spread over the District, would be 524 people per square mile. In 2010 the population in the District was 32,719 and density, if evenly spread over the District, would have been 481 people per square mile. In 2000, population in the District was 27,983; density, if evenly spread over the District, would have been 411 people per square mile. In 1990 population in the District was 23508; density, if evenly spread over the District would have been 346 people per square mile.

There are two incorporated cities within the District boundaries: the City of Dundee and City of Newberg, which is located in the southern portion of the District. Newberg as of 2020 encompasses approximately 5.8 square miles, and Dundee encompasses approximately 1.3 square miles. Population in Newberg as of 2020 is 24,877 and Dundee is 3,139. The density in the incorporated area is 3,946 people per square mile (Newberg 4,289 people per square mile; Dundee 2,415 people per square mile). The population in the incorporated areas is 7,607 people. The density in the unincorporated area is 125 people per square mile. Density in the unincorporated area is higher in the growth areas labeled Urban Growth Area, Urban Reserve Area and Exception Area. These three areas located around the incorporated areas would have a higher density than the rest of the unincorporated area. For an estimate, the average of 360 people per square mile will be used for areas around the incorporated areas.

The District residents are dependent upon the automobile for most of their transportation needs. There is public transportation available, but it does not operate in the hours needed for many community activities. For this reason, it is necessary to correlate future planning of parks and recreation facilities to the roadway system to ensure proper accessibility and safety of parks and recreation participants. The location of new sites should be carefully considered to minimize travel time from major residential areas and reduce conflict with traffic patterns. The Chehalem Heritage Trail Plan links many parks and neighborhoods. The Chehalem Heritage Trail Plan will provide local residents another alternative to using the car. The primary highways in the District converge in the City of Newberg. Highway 99W runs east to west, Newberg/Dundee Bypass for Highway 99W runs east to west and connects Newberg and Dundee, Highway 219 runs south to north, Highway 240 runs west from Newberg to City of Yamhill. Highway 99W provides access to Interstate 5 and City of Portland which is located 24 miles from Newberg. Highway 99W also provides access to the Oregon

Coast. Portland metro area is within 10 miles and coast is an hour's drive. Primary use of Highway 99W is for tourist and freight from Portland to the Oregon Coast. Please See Appendix (1) for Map of District and District History.

STRUCTURE OF BOARD OF DIRECTORS & DISTRICT

The Chehalem Park and Recreation District is governed by the Board of Directors, composed of five members elected at large in the May election during odd-numbered years. The members are elected to serve a four-year term, with two elected in one election and three in the next election. The Board operates under ORS Chapter 198 and ORS Chapter 266. The Board of Directors appoints a superintendent to be the chief administrative executive of the District, who hires the staff and manages the District.

The Chehalem Park and Recreation District is divided into the Basic Service Division and the Special Service Division. Without one, the other would be less productive, efficient and effective. The Basic Service Division is primarily funded by taxes. The Departments within the Basic Service Division are Administration, Park Maintenance, Golf Course Maintenance, plus all capital and debt service. Debt service is also funded by SDC's. The Special Service Division is primarily funded by fees. The Departments within the Special Service Division are Aquatic, Adult and Youth Sports, Recreation, Playgrounds and CARE, Senior Center and Community School, Golf Club Operations, Ewing Young Park, Concessions and all other special departments.

The Chehalem Park and Recreation District in 2020 is responsible for maintaining about 1000 acres of land and many facilities. The 1000 acres consist of 28 parks, 14 public buildings, 6 tennis courts, 12 outdoor courts, golf course consisting of 18 holes, practice area, driving range and 9-hole putting course, 18 playgrounds and many specialized facilities.

The Chehalem Park and Recreation District is responsible for providing, coordinating and administering various services and programs that enrich patron and citizen leisure time and provide positive and constructive alternatives for youth and adults with free time. These programs consist of over 319 activities. These programs for youth and adults consist of aquatic, sports, physical fitness, special populations, latch key, teens and seniors. In addition, the District is called upon to perform special projects in the community such as community festivals and coordination with community group activities. The District also provides open space and vegetation necessary for the health of the community.

The two Divisions must **cooperate** with each other, patrons and community. They must be **professional** in interactions with each other, patrons and community. They must be **responsive** to each other, patrons and community. They must be **dedicated** to patrons, community and District. The four values of CPRD (cooperation, professionalism, responsiveness and dedication) are the values the District will and have used in delivery of services and facilities to the patrons of the District. PLEASE SEE APPENDIX (2) DISTRICT ORGANIZATIONAL CHART.

TAXES AND FINANCE

The District's 1998/99 permanent tax rate limit was established at \$0.9076 per \$1,000.00. Historically, the District's highest tax rate was \$1.54 in 1974/75. The lowest tax rate was \$0.59 when the District received its first tax base in 1967. At formation the District had only three parks leased from the City of Newberg and few community activities. Some fifty-four years later, the tax rate is \$1.2766 per \$1,000.00 with 28 parks and many activities. The question may be asked, is this positive growth or would no growth be preferred? It is evident that growth is preferred by most patrons. The argument would be over how much growth, who pays and at what cost. This is where a realistic plan would be much more beneficial than a plan that ignored these financial questions. It is important to note that since 1967, the District has only had an operating budget except for two bond issues to build aquatic center and fitness area. The first bond was passed in 1969 and was for \$530,000.00 to build an aquatic and fitness area. The second bond was passed in 2017 and was for \$19,900,000.00 to build an aquatic and fitness area.

It is important to note that no bond money has been used to develop the present park and recreation system other than the two bonds passed to build the aquatic and fitness facilities. Since no bond issue had been passed, would the community have accepted the no growth in park acreage and facilities? Bond issues have been proposed but did not pass. Examples of bond issues that were proposed and did not pass were for the cultural center, senior center, sports complexes and golf course. What would the community be like if the District had not developed these facilities because the community did not support a bond issue?

The District has had an assessed value of as follows: 1974/75 \$144,020,716, 2003/04 \$1,750,982,655, 2011/12 \$2,566,933,787, 2020/21 \$3,987,234,136. Currently the District has a tax rate for operation of \$0.9076 and bond debt of \$0.3690. The District does have debt for construction of the public golf course, acquiring park acreage for a campground, and for construction of the fitness area. The debt for construction of the golf course and the acquiring of park acreage for a campground will be paid off by 2025/26. The fitness center will be paid off by 2041/42.

It is important to note money was borrowed to build the two sports complexes and senior center, and also to purchase Chehalem armory, park acreage, High School stadium and current administrative offices. These loans were repaid from the general fund and SDC fund accounts.

PHILOSOPHICAL POINTS

It is important to be mindful of important philosophical points in planning. Every plan must define the group of people for which plans are being made. By its very nature, planning is futuristic. To satisfy this requirement relative to the preparation of a park and recreation plan, one must determine the size and composition of the recreating public. Studies have shown that given the availability of a wide range of park and recreational opportunities, most people of all ages will take advantage of appropriate and pleasing facilities and services. Quantitative data is needed in any plan that illustrates the desires of the group of people for which the plans are being made. The plan must be realistic and a guide. A plan should not be

absolute or not flexible. A plan must be flexible, accommodating and it must benefit the people for which the plan is made. A benefit should be the guide principles of the plan, not the plan’s content. A plan should allow for alternatives and opportunities that may appear or become available. A plan assumes growth will occur. A plan’s aim is to take a positive approach by understanding, managing and using growth to strengthen the values of the patrons and provide desired services and facilities. **PLEASE SEE APPENDIX (3) FOR LOCAL SURVEY OF PATRON VALUES AND VISION.** The plan must be integrated into national, state, county, district and city comprehensive plans.

POPULATION AND THE ECONOMY

The following information clearly indicates that population and economic growth will occur in the District. It is important that the District responds to the growth in a positive manner rather than a negative manner. A positive approach is to understand, manage and use the growth to strengthen the values of the patrons and the Chehalem Park and Recreation District. In 1992 a survey was completed for the Chehalem Valley with the cooperation of all the governments.

The populations for both the cities of Dundee and Newberg increased from 1970 to 2020. The average annual rate of population growth was approximately 2.5 percent annually. Based on the same rate of growth the population of the District will increase from 32,219 in 2010 to 46,923 in 2034. At this rate of growth, the population of the District will double in approximately 25 years. The incorporated areas of the District (defined as Cities of Dundee and Newberg) have grown over the last decade. Newberg’s population increased by 19 percent and Dundee’s population increased by 36 percent. During the last 20 years Newberg’s population has more than doubled and Dundee’s population has nearly tripled.

There are other population factors to consider. Median age of the national population increased from 30 years in 1980 to 38 years in 2020. Oregon median age is 39.3 in 2020. Yamhill county median age is 37.7 in 2020. City of Dundee median age is 35.8 in 2020. City of Newberg median age is 33.4 in 2020. Newberg’s current median age of 33.4 reflects the fact that younger residents make up a sizeable portion of the population. The District remains very homogeneous. It is projected that as the District grows, the area’s ethnic diversity will more closely mirror that of the Portland metropolitan area and continue to grow.

CHEHALEM PARK AND RECREATION DISTRICT PROJECTED POPULATION GROWTH

| | Actual | Actual | Actual | Actual | Actual | Actual | Projected |
|---------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| AREAS | 1970 | 1980 | 1990 | 2000 | 2010 | 2020 | 2045 |
| Incorporated | 7,095 | 10,517 | 14,749 | 20,662 | 25,250 | 28,016 | 39,124 |
| Unincorporated | 3,370 | 6,482 | *8,759 | 7,321 | 7,439 | 7,607 | 8,442 |
| <u>TOTAL</u> | <u>10,465</u> | <u>16,999</u> | <u>23,508</u> | <u>27,983</u> | <u>32,719</u> | <u>35,623</u> | <u>47,566</u> |

*This was caused by not having an actual count for the unincorporated area. In 2000 we did get an actual count for the unincorporated areas. In 1990 it was estimated.

The District has a diverse and vibrant economy. Historically the region's original economic base revolved around agriculture. While the agricultural economy has remained strong, recently energized by the growing wine industry, a diverse manufacturing and tourism economy has developed.

The District's economic diversity and prosperity distinguish it by maintaining an identity separate from the Portland metropolitan area. The economy is growing and diversifying. As stated at a Chamber of Commerce meeting, "Portland is our favorite bedroom community."

Retail trade is one apparent weakness in the economy; studies have found that the local retailers only capture approximately half of the retail expenditures. The retail trade is projected to increase in the future. Development of Fred Meyers has helped retain part of the retail expenditure.

In recent years the tourist-oriented economy has evolved. The recent development of the wine industry and Allison Inn & Spa is helping the tourist-oriented economy. This is due to the area being the gateway to Oregon's wine country. This may boost the presently weak commercial and service sectors of the economy.

The trends for the economy in the District are:

1. Sustained growth. Area wage and salary employment increased 35 %, Manufacturing employment increased 29%. And nonmanufacturing employment increased 37%. Unemployment was below 6% until the recession hit. We have unemployment rate below the state and national rate.
2. The manufacturing base is continuing to diversify and expand. Strong growth in the manufacturing sector has occurred from 1983 to 1990. Manufacturing employment increased 40 percent. Currently no single industry in the District accounts for more than 26% of the manufacturing employment.
3. Retail expenditures will continue to leak out of the District. A survey in 1985 revealed only a 53.3% capture rate of retail expenditures.
4. Tourism will play a larger role in the economy. The District is the gateway to Oregon's most productive wine region. The rolling hills and scenic vistas are attracting more recreational and competitive bicyclists.
5. The economy will benefit from growth in international trade and investment. Recently one Japanese firm located in the District has already expanded.

PHYSIOGRAPHY

This section presents a summary of the physiographic features of the District. This included to assist in planning and development of future recreation facilities.

Landform and geology in the District fall into one three distinct subareas of the five distinct subareas in Yamhill County. The three Subareas that make up the District are:

1. Chehalem Mountains is a prominent anticlinal structure across the Northern and Eastern portion of the District composed of marine sediments overlain by Columbia River basalt and loess deposits of three to six feet in thickness. Parrett Mountain is composed primarily of Columbia River basalt and is cut by a number of north-south trending faults which control the drainage pattern. Chehalem and Parrett Mountains range from

1200 feet in elevation in the south to 1600 feet at Bald Peak on the northwesterly extremity of the District. The two ridge formations are divided by Rex Hill, where Highway 99W enters the District at the low summit elevation of 436 feet.

2. The Red Hills of Dundee are a highly dissected area composed of Columbia River basalt overlaying marine sediments and cut by two northwest southeast trending faults. Much of the area is subject to slides, due primarily to the plastic nature of the soil. These hills are heavily eroded with elevations reaching 800 to 1000 feet.

3. The lower slopes of the various hills and valley bottoms, except for areas along major stream courses, are composed of non-marine terrace deposits. The Willamette silt is a major constituent of these deposits and is characterized by an uniform lacustrine silt and is mixed with sand and gravel with some igneous and metamorphic boulders. Elevation is around 100 to 150 feet.

Climate in the District lies within the marine west coast climatic type. Mean daily temperatures in January are in the 30 to 40-degree range, while in July such temperatures are in the 65 to 75 degree range. Few days in winter average less than 20 degrees, and few days in summer exceed 90 degrees. Rainfall averages 40 to 45 inches a year. The frost-free season is about 250 days, and the growing season about 175 days. The climate could be said to be equable and salubrious, it is enclosed by mountains and is poorly ventilated during periods of prolonged temperature inversions.

Soils in the District are composed primarily of fill material. Willamette silt is the principal surface soil and consists predominantly of sandy silt and slightly plastic clayey silt and areas of moderately plastic clay soils. Building foundations and roads, are properly designed and constructed, should be no problems. The Chehalem and Parrett Mountains and the eastern half of the Red Hills of Dundee are underlain at shallow depth by basaltic lava of the Columbia River Basalt formation. These areas are generally not well suited for cultivation, though in the case of the Dundee Hills, they are used for orchards and grapes. The Columbia River Basalt formation will support heavy foundation loads with little or no settlement; however, in the case of the Chehalem Parrett Mountain complex, foundations problems are more serious due to slippage of the thin soil layer over bedrock.

The preceding natural elements provide the basis for dealing with the recreation process as a functional system. This is exemplified in two ways: first, by providing the best basis for planning a recreational and open space system aimed at balance in the natural environment; second, floodplains and drainage generally are contained within the limits of such bases. Cooperation between the Soil Conservation Service and the District in planning recreation sites should be used and prove beneficial.

HELPFUL GENERAL INFORMATION

In selection of sites and facilities, public input is important. The ability to involve citizens is a major objective of planning. This objective has difficulties. The first difficulty is securing timely data that addresses wants and needs of the public. The second difficulty is the inability to inform the community of the wants and needs that exist. The third difficulty is the public's resistance to become involved in the planning. The easiest element of the planning process is determining the needs that exist. The needs are important to

securing and developing parks and recreational opportunities. The wants of the community being understood and secured is the challenge to this process in short-term and long-term effectiveness and efficiency.

In the past, the real issue has not been representative government (needs as defined by professionals and elected officials) versus democracy (wants as defined by public). The real issue in making decisions is using sound reasoning. The overall mission of the District is to determine the patron's socioeconomic needs and interest. The socioeconomic characteristics are elements that generally translate into type and level of recreation experience. After type and level of experience is determined, identify the general characteristics of the facilities required to provide the desired experience (i.e. single purpose facility, tennis center, natural resource based – picnicking, trails, unstructured play space, group activity facility, ball fields, courts). Before a site is purchased and facility built, a plan and a budget should be prepared (we need to know the land needed, facilities required to provide activities and experience). In other words, show the number and type of facilities required to provide the desired activity in a cost-effective way. Know the land acreage needed to support the facility, and have a system for project cost for acquisition and development.

CITIZEN INVOLVEMENT

Goal 1 of the Oregon Statewide Planning Goals & Guidelines is citizen involvement. Yamhill County, City of Newberg and City of Dundee are mandated to develop a citizen involvement program that ensures the opportunity for citizens to be involved in all phases of the planning process. The citizen involvement shall be appropriate to the scale of the planning effort. The program shall provide for continuity of citizen participation and information that enables citizens to identify and comprehend the issues. Federal, state and regional agencies and special purpose districts shall coordinate their planning efforts with the affected governing bodies and make use of local citizen involvement programs established by counties and cities. The Chehalem Park and Recreation District has developed a Master Plan Document and shared the document with federal, state, regional and local agencies. The District has the Master Plan Document on its website and available for any citizen or agency to review and make comments. Those comments will be shared with the Board of Directors and made part of the minutes for the Chehalem Park and Recreation District.

The Master Plan is a document that will change with revisions from input by agencies and citizens. In all development stated in the master plan, the District is required to go through the citizen input adopted by the governing agency. Prior to the process, the District had its own citizen input efforts. These efforts are Board of Directors meetings, citizen committee meetings, communication (newsletters, mailings, posters, direct mail questionnaires and other available media). In each monthly agenda for the Board of Directors meetings, there is time allotted for citizen comments and evaluation.

PARK CLASSIFICATION SYSTEM

A classification system for parks and open spaces is needed. The classification system chosen addresses community special requirements, whereas facility standards address the facilities within the classified park and open space areas. The classification system of NRPA is used in most communities or incorporated areas. There are other systems that lend themselves to the unincorporated areas. We introduce two systems to serve as guides in planning, but not as an absolute blueprint. It is possible examples where one component may occur within the same site (but not on the same parcel of land), particularly with respect to special uses within a community or districtwide park. (To better understand a neighborhood park could exist within a community park or districtwide park.)

The first system for classification of parks and open system follows:

NRPA PARK CLASSIFICATION STANDARDS

| <u>PARK CLASSIFICATION</u> | <u>ACREAGE STANDARD</u> | <u>SIZE STANDARD</u> | <u>POPULATION STANDARD</u> | <u>AREA STANDARD</u> |
|----------------------------|-------------------------|----------------------|----------------------------|----------------------|
| NEIGHBORHOOD | 2.5 | ½ TO 5 ACRES | 1,000 TO 5000 | ½ TO 1 MILE |
| COMMUNITY | 5.0 | 5 TO 20 ACRES | 3,000 TO 25,000 | 1 TO 5 MILES |
| DISTRICT WIDE | 20 | 25 + ACRES | 25,000 TO 50,000 | 15 MILES |
| TRAILS/LINEAR PARKS | n/a | n/a | n/a | n/a |

The following is the definition of the existing NRPA Park Classification System, and the system used in the calculations for each Park Classification:

Neighborhood Park is ½ to 5 acres in size. (2.5 acres was used as average). This park serves 1000 to 5000 people (2,500 people was used as average), and is within a 1-mile radius. Facilities are a playground, outdoor basketball multi-purpose court with one or two goals, picnic tables, irrigated open space, accessible by walk ways, water fountain (optional), may have horseshoe or other special areas. Neighborhood parks do not usually have public restrooms or parking lots. These parks may be tax-supported.

Community Park is 5 to 20 acres in size. (5 acres was used as average). This park serves 3,000 to 25,000 people (12,500 people was used as average), and is within a 5-mile radius. Facilities are all/or part of facilities of a neighborhood park, a parking lot, picnic shelter and public restrooms (optional). It may have fields, courts, trails, buildings, outdoor areas and other specialized areas. These parks may be tax and fee supported.

Districtwide parks are 25 acres plus in size, and serves 25,000 to 50,000 people in a 15-mile radius or half hour drive time. Facilities as listed in Neighborhood and Community Parks, Districtwide Parks may have camping facilities or be a specialized facility such as a golf course, aquatic center, community center, physical fitness center, bowling alley and other facilities. Specialized facilities may be located in District wide Park or may be stand along. This park will have use by patrons outside the District and may be fee and tax supported.

Paths, Trails and Linear Parks is a comprehensive path, trail and linear park system providing an extensive network of open areas, canals and urban paths to connect parks and other recreation facilities. This system promotes alternative sources of transportation. Trails are designated routes that provide an opportunity for walking and cycling, and need not be intensely developed to function effectively as a corridor connecting other

parcs and recreation facilities. Canal banks, rivers, creeks, or hilly areas can be used and developed with paths, trails or greenway corridors to connect areas of the District and provide places of special interest, as view sheds do. It is difficult to classify linear parks in a quantitative manner, such as one linear park per 2,000 people; therefore, population standards do not apply. It is more effective to classify linear parks on a qualitative manner based on the community's desire to have greenways and bikeways that connect to other parks and key locations throughout the community to form a comprehensive network. **PLEASE SEE APPENDIX (5) FOR A COPY OF THE CHEHALEM HERITAGE TRAIL PLAN.**

Linear parks are typically wider and developed as continuous greenway corridors, with trees, viewing areas, rest modes, lighting and multi-use paths. Linear parks may contain multi-use paths, bike paths, pedestrian walkways, equestrian trails, picnic areas, gardens, children play areas, art work, interpretive signage and specialized facilities. Linear parks may also be left in a natural state. To function properly, the linear park should have a minimum of 20 feet of land width available along the respective corridor and should be larger when in proximity to recreational facilities. There is a variety of areas and corridors in the Chehalem Park and Recreation District that can be incorporated into a series of linear parks along the creeks, river and roads. Other park facilities should be located adjacent to linear parks to augment the linear park system and to ensure connectivity within the parks and recreation system. Linear Parks may be fee and tax supported.

BUREAU OF OUTDOOR RECREATION PARK CLASSIFICATION

This system is used by Bureau of Outdoor Recreation. The District covers more than just incorporated areas and this classification system may lend itself to all areas in the District and include other public and private providers of open space and greenways.

Class I High Density Recreation Areas - Characteristics are a high degree of development and heavy investment. Area are usually managed exclusively for recreation purpose. This provide a wide range of activities for a large number of people, and usually include road networks, parking areas, fields, courts, buildings such as restrooms, concessions, community center, aquatic areas etc. Class I usually is located in or close to incorporated or major centers of population. Class I will usually be operated by the District or private provider. This class has no specific size classification.

Class II General Outdoor Recreation Areas - Characteristics are the ability to sustain a large, diverse and varied amount of activity and areas such as picnicking, fishing, water sports, developed camping, nature walks and outdoor games. These areas range in size from several acres to large tracts of land.

Class III Natural Environmental Areas – A characteristic of this class is to encourage users to enjoy resource “as is” in natural environment. Activities associated with this area are hiking, informal camping and picnicking. If water canoeing or boating may be allowed. Emphasize the natural environment rather than provision of structured facilities.

Class IV Unique Natural Areas, Open space and Greenways - A characteristic of this class is an area with natural scenic or scientific significance. Preservation of these resources in their natural condition is the primary management objective. The recreation activities and use of these sites must be managed based on carrying capacity, not demand or wants. All support facilities such as access roads, parking areas and sanitary facilities should be located on the periphery of this area. Trails may be permitted

Class V Primitive Areas – A characteristic of this area is that it is valued highly for its inspirational, aesthetic and cultural qualities, as well as, its scientific ecological merit. This provides the user with the feeling of a

wilderness experience, a sense of being so far removed from the sights and sounds of civilization that the user can fill alone with nature. Use of the area must be such that the area is allowed to return to a nearly undisturbed and wild condition. There should be a current lack of human activity and mechanized transportation. This area is selected and managed for the sole purpose of maintaining primitive characteristics.

Class VI Historic & Cultural Areas – A characteristic of these sites is that emphasis is on the historical traditional and or cultural heritage of the area. The site is sufficiently significant to merit preservation. The site is set aside and managed to make cultural and historical values available to as many people as possible without structural deterioration. Primary management objectives should be to affect such restoration as may be necessary to protect from deterioration and to interpret the significance to the public.

Neighborhood Parks

Using the above classification system, Newberg in 2020 should have a minimum of five neighborhood parks with a combined acreage of 12.5 to 25. This assumes each park would serve 5,000 residents; each park would be 2.5 or 5 acres in size. Currently the District operates 16 neighborhood parks. Please note some parks are labeled neighborhood parks plus other designations. Dundee should have a minimum of one neighborhood park with a combined acreage of 2.5 to 5 acres. This assumes each park would serve 5,000 residents; each park would be 2.5 or 5 acres in size. Currently (2020) the District operates 4 neighborhood parks. Please note some parks are labeled neighborhood parks plus other designations. We did not count Sander Estate Park and Billick Dundee Park as two separate parks but as one. In the unincorporated area there is one neighborhood park (Schaad Park).

Community Parks

Using the above classification system, Newberg in 2020 should have a minimum of one community park, Dundee should have a minimum of one community park, and an unincorporated area should have a half community park. Currently (2020) the District operates four community parks in Newberg, one community park in Dundee, five community parks in unincorporated area. Minimum numbers of community parks in the District should be one and a half. Currently (2020) the District operates ten community parks.

Districtwide Parks

Using the above classification system, the District would have one Districtwide Park consisting of 25 acres. Currently the District has nine Districtwide Parks.

Trail and Linear Parks

Using the above classification system, the District would have linear parks, paths and trails. Due to explanation, a quantitative manner does not apply. Linear parks should be available throughout the District.

Summary: The District should have, using the average acreage standard and the higher population standard, 7.12 or 7 neighborhood parks, 1.42 or 1 community parks, .71 or 1 districtwide park.

The following is based on the above NRPA park classification System, and are the existing parks in Newberg, Dundee and unincorporated areas. There are nine (9) sub-areas in the District. The unincorporated area has seven (7) sub-areas and the incorporated areas have two (2) sub-areas: City of Dundee and Newberg.

PLEASE SEE APPENDIX (1) FOR MAP OF SUB-AREAS.

| <u>Newberg Park Name</u> | <u>Park Classification</u> | <u>Acreage</u> | <u>Sub-Areas</u> |
|--|-----------------------------------|----------------|------------------|
| Hoover Park/Disc Golf | Neighborhood/Community | 7.00 | 9 |
| Scott Leavitt Park | Neighborhood | 1.30 | 9 |
| Memorial Park | Neighborhood/Community | 2.50 | 9 |
| Babe Nicklous Park/Aquatic/Fitness Bld | Neighborhood/Community | 5.50 | 9 |
| Community/Preschool Building | Specialized Facility | 1.20 | 9 |
| Spring Meadow Park | Neighborhood | 3.40 | 9 |
| College Park | Neighborhood | 1.10 | 9 |
| Ewing Young Park/Skate/BMX/Disc Golf | Neighborhood/Districtwide | 44.40 | 9/4 |
| Jaquith Park/Sports Complex | Neighborhood/Community | 15.30 | 9 |
| Crater Park/Sports Complex | Neighborhood/Community | 18.00 | 9 |
| Chehalem Glenn Golf Course | Community/Districtwide | 264.41 | 9/6 |
| Buckley Park | Neighborhood | 1.00 | 9 |
| Chehalem Cultural Center/Rotary Park | Neighborhood/Districtwide | 2.50 | 9 |
| Chehalem Amory Park | Neighborhood/Specialized Facility | 2.40 | 9 |
| Friends Park | Neighborhood | 9.08 | 9 |
| Tom Gail Park | Neighborhood | 3.26 | 9 |
| Oak Knoll Park | Neighborhood/Specialized | .50 | 9 |
| Gladys Park | Neighborhood | 2.03 | 9 |
| White Oak Park | Neighborhood | 1.00 | 9 |
| Administrative Offices | Specialized Area | 1.50 | 9 |
| Senior Center | Specialized Area | .05 | 9 |
| 210 N Blaine Street Building | Specialized Area | .15 | 9 |
| Drain ways Newberg | Open Space | 3.55 | 9 |

Summary: Newberg has 17 Neighborhood Parks, 5 Community Parks, 3 Districtwide Parks, 6 Specialized Areas, for a total of 391.13 acres.

| <u>Dundee Park Name</u> | <u>Park Classification</u> | <u>Acreage</u> | <u>Sub-Areas</u> |
|----------------------------|----------------------------|----------------|------------------|
| Billick/Dundee School Park | Neighborhood/Community | 10.60 | 8 |
| Falcon Crest Park | Neighborhood | 3.80 | 8 |
| Overlook Park | Specialized Area | .80 | 8 |
| River Park | Neighborhood | 4.90 | 8 |
| Sander Estate Park | Neighborhood/Community | 6.70 | 8 |
| Fortune Park | Neighborhood | 2.22 | 8 |
| Drain ways Dundee | Open Space | 1.31 | 8 |

Summary: Dundee has 5 neighborhood parks, two community parks, 0 districtwide parks, 1 specialized area for a total of 30.33 acres.

| <u>Unincorporated Park Name</u> | <u>Park Classification</u> | <u>Acreage</u> | <u>Sub-Areas</u> |
|---------------------------------|----------------------------|----------------|------------------|
| Crabtree Park | Community/Districtwide | 12.40 | 3 |
| Luis Brillis Park | Community/Districtwide | 17.44 | 1 |
| Willamette River Park | Community/Districtwide | 92.44 | 7 |
| Schaad Park | Neighborhood/Community | 9.72 | 6 |
| Bob & Crystal Rilee Park | Community/Districtwide | 327.00 | 6 |

Summary: Unincorporated Parks have one neighborhood park, four community parks, four Districtwide parks and 0 Specialized area, for a total acreage of 459.00.

As of 2020 the District has a population of 35,623. The breakdown is Newberg 24,817, Unincorporated area 7,607 and Dundee 3,139. The District is approximately 68 square miles. The incorporated area which includes City of Newberg and Dundee is 7.1 square miles and unincorporated area is 60.9 square miles. According to classification system the District would have minimum of 7.12 neighborhood parks. The District would have at the most 35.62 neighborhood parks and the District has 23 neighborhood parks. According to the classification system the District would have a minimum of 1.42 community parks. The District would have at the most 11.87 community parks and the District has 13 community parks. According to the classification system the District would have a minimum of .71 districtwide parks. The District would have at the most 1.42 districtwide parks and the District has 7 districtwide parks. Please note many parks have more than 1 designation. The classification system is population based.

The classification system is also area based. The question is: if the area standard were to be presented, would there be areas not served? It is important to document this effort and reveal where the need may exist or is wanted. For neighborhood parks, each park would be no farther than 1 mile and preferable within a half mile walking distance. The City of Newberg and City of Dundee have neighborhood parks, within the area standard specified. There is no need to recommend additional park acreage due to distance or area standards for neighborhood parks in the incorporated area.

The classification system for community parks has standards of 3 miles and preferably within a mile walking distance in the incorporated areas. Districtwide parks should be within 15 miles. In the incorporated area there is no need to recommend additional park acreage due to distance or area standard for community and district wide parks.

Classification of N.R.P.A. Park Standards

Summary Classification of Number of Parks Summary Based on Population

| Neighborhood | | Community | | Districtwide | |
|--------------|---------|-----------|---------|--------------|---------|
| Minimum | Maximum | Minimum | Maximum | Minimum | Maximum |
| 7.12 | 35.62 | 1.42 | 11.87 | 0.71 | 1.42 |

The number of parks, minimum and maximum, are listed for each Park based on population standards.

Summary Classification of Number of Parks Summary Based on Minimum Acreage

| Neighborhood | | Community | | Districtwide | |
|--------------|---------|-----------|---------|--------------|---------|
| Minimum | Maximum | Minimum | Maximum | Minimum | Maximum |
| 3.56 | 17.81 | 7.10 | 59.35 | 17.75 | 35.50 |

Please note the minimum acreage needed for the District would be 28.41 with the maximum acreage 112.66 using the minimum acreage.

Summary Classification of Number of Parks Summary Based on Maximum Acreage

| Neighborhood | | Community | | Districtwide | |
|--------------|---------|-----------|---------|--------------|---------|
| Minimum | Maximum | Minimum | Maximum | Minimum | Maximum |
| 35.60 | 178.10 | 35.50 | 296.75 | 35.50 | 71.50 |

Please note the minimum acreage needed for the District would be 106.60 with the maximum acreage 546.25 using the maximum acreage.

Please note the District currently has 880.46 acres.

Classification of N.R.P.A. Park Standards

Existing (2020) Number of Parks Summary

| Neighborhood | Community | Districtwide |
|---------------|---------------|---------------|
| Existing 2020 | Existing 2020 | Existing 2020 |
| 24 | 14 | 7 |

Please note that Community Parks and Districtwide Parks may have all the items needed for a Neighborhood Park.

The District has 880.46 acres being used for two or more purposes in a pure sense of planning and standards this may not be acceptable, but it is a reality. The danger in this practice is the overuse of parks and facilities. The combination of neighborhood, community and districtwide parks is not undesirable. The maintenance of these parks was an important element that leads to the current classification plan. If parks are spread out and it requires a lot of travel time from park to park, the nonproductive time will be increased. When possible, the District has planned to cut down on nonproductive time or travel time. This is a long-term saving to the taxpayers of the District. For this reason, most of the District Parks Classification has evolved as it is today. It would benefit the District to closely plan and coordinate future District facilities with the schools, cities, agencies and other development. With proper coordination, the District will save the taxpayers money in maintenance and replacement cost. For comparable tax rate for services and facilities see appendix (4). **PLEASE SEE APPENDIX (4) FOR COMPARISON.**

STANDARDS

The section discusses recreation standards and service area parklands developed by the National Park and Recreation Association (NRPA). This section will also discuss the needs and wants derived from the survey of the District citizens on recreation and parks. **PLEASE SEE APPENDIX (5) STATE AND FEDERAL SURVEY INFORMATION.** The standards used in this plan are based on the population level. The reason for utilization of population as the bases for planning is because it appears to be the most applicable and defensible. The population ratio standard has been developed through observation, evaluation and experience over time. Past experience clearly suggests that parklands acquired through the application of this standard have been judged by professionals and accepted by citizens as adequate. It is important the District recognizes local preferences and takes responsibility for adjusting the standard to accommodate these preferences.

There are other methods to determine standards rather than the population ratio method. These methods are:

1. Recreation space based on area percentage.
2. Needs determined by user characteristics or demand projections.
3. Carrying capacity of land.

These methods are to be considered in the plan and may prove valuable in proper planning. To not recognize these methods would limit flexibility. A plan must have flexibility and not be cast in stone; instead it must be flexible and mixed with the other three methods.

1. The area percentage method suggests dedication of a percentage of the total land within specified areas in the District for recreation use. This method does not deal effectively with different population densities. This method does not cut down on travel time and mileage. Another way to ensure this is to say parks and facilities must be within a certain distance from every patron.
2. The participation rates or recreation demand projections suggest using participation rates (number of visits per year per 1000 people) for any specific activity within the District be used as a standard. This method is touted as having the most potential and as most relevant to people needs. This method depends

totally on developing a credible data for any specific activity. This method currently may be too difficult and sufficient data is not available to use this totally. This method does have validity and must be considered in any plan. This method will assist to planning facilities in each park. As indicated in District surveys certain wants expressed in prior surveys have been met. New wants are evolving. Continuing collecting data is needed to insure success in meeting communitywide wants and needs.

3. The carrying capacity of specific land resources method suggest combination of the three approaches with the standard based on the carrying capacity of specific land resources to accommodate demands. This is not suggested for use in urban areas but does have great use in regional facilities where the balanced ecosystem or a particular resource is basis of attraction. This must be used to some extent in the urban setting also. Example a ballfield can only be used so much and must have time to let the grass regrow. A carpet will wear out, so will the soil and vegetation on a ballfield. This is important in planning the facilities and parks. Because of this, understanding carrying capacity is important and beneficial to use in development of the standard, the District has not tried to avoid setting a high or low standard. A high standard, with and excessive inventory of highly developed and maintained, but lightly used park areas, could in today's economy raise some difficult questions and concerns. Also, a low standard with excessive use could cause problems with the carrying capacity of existing parks and facilities. The District has tried to establish appropriate local standards requiring commitment to gathering valid and reliable data.

ACREAGE STANDARDS

NRPA suggest that a park system, at a minimum, be composed of a "core" system of parklands. It is suggested a total of 6.25 to 10.5 acres per 1,000 populations. Using this as a standard the appropriate parkland acreage is as follows:

CURRENT DISTRICT ACREAGE STANDARDS

| STANDARD | EXISTING POPULATION | ACREAGE NEEDED | EXISTING ACREAGE |
|----------------------|---------------------|----------------|------------------|
| 6.25 ACRES PER 1000 | 35,623 | 222.62 | 880.46 |
| 10.50 ACRES PER 1000 | 35,623 | 374.01 | 880.46 |

The above represents only the Chehalem Park and Recreation District park acreage. There are additional park and open space acreage at schools and other organizations. The District is on the higher side.

FUTURE DISTRICT PARK ACREAGE

| STANDARD | EXISTING ACREAGE IN 2020 | ACREAGE NEEDED IN 2045 |
|----------------------|--------------------------|------------------------|
| 6.25 ACRES PER 1000 | 880.46 | 297.25 |
| 10.50 ACRES PER 1000 | 880.46 | 499.38 |

FUTURE CITY OF NEWBERG ACREAGE STANDARD

| STANDARD | EXISTING ACREAGE IN 2020 | ACREAGE NEEDED IN 2045 |
|----------------------|--------------------------|------------------------|
| 6.25 ACRES PER 1000 | 391.13 | 218.25 |
| 10.50 ACRES PER 1000 | 391.13 | 366.66 |

FUTURE CITY OF DUNDEE ACREAGE STANDARD

| STANDARD | EXISTING ACREAGE IN 2020 | ACREAGE NEEDED IN 2045 |
|----------------------|--------------------------|------------------------|
| 6.25 ACRES PER 1000 | 30.33 | 26.18 |
| 10.50 ACRES PER 1000 | 30.33 | 43.99 |

FUTURE UNINCORPORATED AREA ACREAGE STANDARD

| STANDARD | EXISTING ACREAGE IN 2020 | ACREAGE NEEDED IN 2045 |
|----------------------|--------------------------|------------------------|
| 6.25 ACRES PER 1000 | 459.00 | 52.75 |
| 10.50 ACRES PER 1000 | 459.00 | 88.62 |

The District will need 13.66 acres in Dundee for parks by 2045. The development of land along the river or the Dundee River Master Plan has parks included in the development of area.

FACILITY STANDARDS

Facilities are the elements in the parks and open spaces. The facilities are furnished by the District, Schools and other Organizations. To gain an understanding of supply and demand, an inventory was done by District staff. It was important to set standards for the facilities. The facilities standard is based on populations. This is where the use data would be extremely important. **PLEASE SEE APPENDIX (5) OR USE DATA AND FACILITY DEVELOPMENT.** The facilities are located in parks and should be easily accessible to the District patrons. As stated earlier, it is important to recognize all the methods used in setting standards. Again, the primary standard to be used will be population. This standard must be flexible and not an absolute. It should be justified when new facilities are built which exceed the standard while other facilities are at a deficit.

CURRENT FACILITY INVENTORY

| <u>FACILITY</u> | <u>STANDARD/PEOPLE</u> | <u>DISTRICT SUPPLY</u> | <u>OTHER SUPPLY</u> | <u>TOTAL SUPPLY</u> |
|-------------------|------------------------|------------------------|---------------------|---------------------|
| <u>FIELDS</u> | | | | |
| BASEBALL | 1 PER 15,000 | 00 | 05 | 05 |
| SOFTBALL/YOUTH BB | 1 PER 4,000 | 10 | 03 | 13 |
| FOOTBALL | 1 PER 10,000 | 01 | 03 | 04 |
| SOCCER/ADULT | 1 PER 10,000 | 00 | 03 | 03 |

| | | | | |
|---------------------|------------------------|------------------------|---------------------|---------------------|
| SOCCER/YOUTH | 1 PER 6,000 | 00 | 00 | 00 |
| LACROSSE | 1 PER 20,000 | 00 | 00 | 00 |
| HOCKEY | 1 PER 20,000 | 00 | 00 | 00 |
| TRACK | 1 PER 20,000 | 00 | 03 | 03 |
| <u>FACILITY</u> | <u>STANDARD/PEOPLE</u> | <u>DISTRICT SUPPLY</u> | <u>OTHER SUPPLY</u> | <u>TOTAL SUPPLY</u> |
| <u>COURTS</u> | | | | |
| BASKETBALL | 1 PER 5,000 | 12 | 11 | 23 |
| TENNIS | 1 PER 5,000 | 06 | 11 | 17 |
| SHUFFLEBOARD | 1 PER 5,000 | 01 | 01 | 02 |
| HORSESHOES | 1 PER 5,000 | 12 | 01 | 13 |
| VOLLEYBALL | 1 PER 5,000 | 00 | 02 | 02 |
| BADMINTON | 1 PER 15,000 | 00 | 00 | 00 |
| BOCCE | 1 PER 15,000 | 00 | 01 | 01 |
| CROQUET | 1 PER 15,000 | 00 | 00 | 00 |
| PADDLE BALL | 1 PER 5,000 | 00 | 00 | 00 |
| PICKLEBALL | 1 PER 5,000 | 00 | 00 | 00 |
| <u>FACILITY</u> | <u>STANDARD/PEOPLE</u> | <u>DISTRICT SUPPLY</u> | <u>OTHER SUPPLY</u> | <u>TOTAL SUPPLY</u> |
| <u>BUILDINGS</u> | | | | |
| SWIMMING POOL | 1 PER 25,000 | 01 | 01 | 02 |
| RECREATION/YOUTH/SR | 1 PER 25,000 | 03 | 00 | 03 |
| COMMUNITY CENTER | 1 PER 50,000 | 00 | 00 | 00 |
| GYMNASIUM | 1 PER 10,000 | 02 | 15 | 17 |
| AUDITORIUM | 1 PER 20,000 | 00 | 02 | 02 |
| PUBLIC RESTROOMS | N/A | 06 | 00 | 06 |
| PICNIC SHELTERS | 1 PER 3,000 | 05 | 00 | 05 |
| CULTURAL CENTER | 1 PER 25,000 | 01 | 00 | 01 |
| PERFORMING CENTER | 1 PER 25,000 | 00 | 02 | 02 |

| <u>FACILITY</u> | <u>STANDARD/PEOPLE</u> | <u>DISTRICT SUPPLY</u> | <u>OTHER SUPPLY</u> | <u>TOTAL SUPPLY</u> |
|--------------------------|------------------------|------------------------|---------------------|---------------------|
| <u>SPECIALIZED AREAS</u> | | | | |
| PLAYGROUNDS | 1 PER 4,000 | 18 | 11 | 29 |
| PICNIC TABLES | 1 PER 300 | 188 | 03 | 191 |
| AMPHITHEATER | 1 PER 50,000 | 00 | 01 | 01 |
| MUSEUM | 1 PER 50,000 | 00 | 01 | 01 |
| BOWLING ALLEY | 1 PER 50,000 | 00 | 00 | 00 |
| GOLF COURSE | 1 PER 50,000 | 01 | 00 | 01 |
| STADIUM | 1 PER 50,000 | 00 | 02 | 02 |
| DISC GOLF | 1 PER 50,000 | 02 | 01 | 03 |
| ARCHERY | 1 PER 50,000 | 00 | 00 | 00 |
| SHOOTING RANGE | 1 PER 25,000 | 01 | 02 | 03 |
| DOG PARK | 1 PER 25,000 | 01 | 00 | 01 |
| SPRAY PAD | 1 PER 50,000 | 01 | 00 | 01 |
| SKATEBOARD | 1 PER 50,000 | 01 | 00 | 01 |
| CLIMBING WALL | 1 PER 50,000 | 01 | 04 | 05 |
| BMX TRACK | 1 PER 25,000 | 01 | 00 | 01 |
| <u>FACILITY</u> | <u>STANDARD/PEOPLE</u> | <u>DISTRICT SUPPLY</u> | <u>OTHER SUPPLY</u> | <u>TOTAL SUPPLY</u> |
| <u>CAMPING/TRAILS</u> | | | | |
| CAMPGROUNDS | 1 PER 13,300 | 00 | 01 | 01 |
| TENT CAMPSITE | 1 PER 300 | 00 | 00 | 00 |
| R.V./TRAILER CAMPING | 1 PER 100 | 00 | ? | ? |
| GROUP CAMPING | 1 PER 25,000 | 00 | 01 | 01 |
| BOAT RAMP LANES | 1 PER 10,000 | 00 | 02 | 02 |
| WALKING/JOGGING TRAILS | 1 MI PER 10,000 | 16 | ? | 16 |
| NATURE TRAILS | 1 MI PER 10,000 | 00 | 00 | 00 |
| BIKE TRAILS | 1 MI PER 10,000 | 04 | 00 | 04 |
| EQUESTRIAN TRAIL | 1 MI PER 10,000 | 10 | 00 | 10 |
| OFF ROAD BIKE/VEHICLE | 1 MI PER 10,000 | 00 | 00 | 00 |

The above camping and trails should be available within a 25-mile radius.

CURRENT AND FUTURE NEEDS IN FACILITIES

The following are the facility needs as projected by the standards listed above and current inventory. In 1992, prior to 1994 park master plan, the patrons of the District were satisfied with the current services. The District's recent surveys indicate a high rate of satisfaction by the District patrons.

| <u>FACILITY</u> | <u>STANDARD/PEOPLE</u> | <u>DISTRICT SUPPLY</u> | <u>NEEDED 2020</u> | <u>NEEDED 2045</u> |
|--------------------|------------------------|------------------------|--------------------|--------------------|
| <u>FIELDS</u> | | | | |
| BASEBALL | 1 PER 15,000 | 05 | 03 | 04 |
| SOFTBALL/YOUTH B.B | 1 PER 4,000 | 13 | 09 | 12 |
| FOOTBALL | 1 PER 10,000 | 04 | 04 | 05 |
| SOCCER/ADULT | 1 PER 10,000 | 03 | 04 | 05 |
| SOCCER/YOUTH | 1 PER 6,000 | 00 | 06 | 08 |
| LACROSSE | 1 PER 20,000 | 00 | 02 | 03 |
| HOCKEY | 1 PER 20,000 | 00 | 02 | 03 |
| TRACK | 1 PER 20,000 | 03 | 02 | 03 |

Fields may be interchangeable. For example, baseball fields may be converted into soccer fields. Presently this is being done. The problem with this is overuse of fields. Grass needs to have time to recover. One solution is to turf these fields.

| <u>FACILITY</u> | <u>STANDARD/PEOPLE</u> | <u>DISTRICT SUPPLY</u> | <u>NEEDED 2020</u> | <u>NEEDED 2045</u> |
|-----------------|------------------------|------------------------|--------------------|--------------------|
| <u>COURTS</u> | | | | |
| BASKETBALL | 1 PER 5,000 | 23 | 08 | 10 |
| TENNIS | 1 PER 5,000 | 17 | 08 | 10 |
| SHUFFLEBOARD | 1 PER 5,000 | 02 | 08 | 10 |
| HORSESHOES | 1 PER 5,000 | 13 | 08 | 10 |
| VOLLEYBALL | 1 PER 5,000 | 02 | 08 | 10 |
| BADMINTON | 1 PER 15,000 | 00 | 03 | 04 |
| BOCCE | 1 PER 15,000 | 01 | 03 | 04 |
| CROQUET | 1 PER 15,000 | 00 | 03 | 04 |
| PADDLE BALL | 1 PER 5,000 | 00 | 08 | 10 |
| PICKLEBALL | 1 PER 5,000 | 00 | 08 | 10 |

| <u>FACILITY</u> | <u>STANDARD/PEOPLE</u> | <u>DISTRICT SUPPLY</u> | <u>NEEDED 2020</u> | <u>NEEDED 2045</u> |
|--------------------------|------------------------|------------------------|--------------------|--------------------|
| <u>BUILDINGS</u> | | | | |
| SWIMMING POOL | 1 PER 25,000 | 02 | 02 | 02 |
| RECREATION/YOUTH/SR | 1 PER 25,000 | 03 | 02 | 02 |
| COMMUNITY CENTER | 1 PER 50,000 | 00 | 01 | 01 |
| GYMNASIUM | 1 PER 10,000 | 17 | 04 | 05 |
| AUDITORIUM | 1 PER 20,000 | 02 | 02 | 03 |
| PUBLIC RESTROOMS | N/A | 06 | 00 | 00 |
| PICNIC SHELTERS | 1 PER 3,000 | 05 | 12 | 16 |
| CULTURAL CENTER | 1 PER 25,000 | 01 | 02 | 02 |
| PERFORMING CENTER | 1 PER 25,000 | 02 | 02 | 02 |
| <u>FACILITY</u> | <u>STANDARD/PEOPLE</u> | <u>DISTRICT SUPPLY</u> | <u>NEEDED 2020</u> | <u>NEEDED 2045</u> |
| <u>SPECIALIZED AREAS</u> | | | | |
| PLAYGROUNDS | 1 PER 4,000 | 29 | 09 | 12 |
| PICNIC TABLES | 1 PER 300 | 191 | 119 | 159 |
| AMPHITHEATER | 1 PER 50,000 | 01 | 01 | 01 |
| MUSEUM | 1 PER 50,000 | 01 | 01 | 01 |
| BOWLING ALLEY | 1 PER 50,000 | 00 | 01 | 01 |
| GOLF COURSE | 1 PER 50,000 | 01 | 01 | 01 |
| STADIUM | 1 PER 50,000 | 02 | 01 | 01 |
| DISC GOLF | 1 PER 50,000 | 03 | 01 | 01 |
| ARCHERY | 1 PER 50,000 | 00 | 01 | 01 |
| SHOOTING RANGE | 1 PER 25,000 | 03 | 02 | 02 |
| DOG PARK | 1 PER 25,000 | 01 | 02 | 02 |
| SPRAY PAD | 1 PER 50,000 | 01 | 01 | 01 |
| SKATEBOARD | 1 PER 50,000 | 02 | 01 | 01 |
| CLIMBING WALL | 1 PER 50,000 | 01 | 01 | 01 |
| BMX TRACK | 1 PER 25,000 | 01 | 02 | 02 |

| <u>FACILITY</u> | <u>STANDARD/PEOPLE</u> | <u>DISTRICT SUPPLY</u> | <u>NEEDED 2020</u> | <u>NEEDED 2045</u> |
|------------------------|------------------------|------------------------|--------------------|--------------------|
| <u>CAMPING/TRAILS</u> | | | | |
| CAMPSITE | 1 PER 13,300 | 00 | 01 | 04 |
| TENT CAMPSITE | 1 PER 300 | 00 | 10 | 14 |
| R.V./TRAILER CAMPING | 1 PER 100 | 00 | 360 | 480 |
| GROUP CAMPING | 1 PER 25,000 | 00 | 02 | 02 |
| BOAT RAMP | 1 PER 10,000 | 00 | 03 | 04 |
| WALKING/JOGGING TRAILS | 1 MI PER 10,000 | 16 | 04* | 05* |
| NATURE TRAILS | 1 MI PER 10,000 | 00 | 04* | 05* |
| BIKE TRAILS | 1 MI PER 10,000 | 04 | 04* | 05* |
| EQUESTRIAN TRAIL | 1 MI PER 10,000 | 10 | 04* | 05* |
| OFF ROAD BIKE/VEHICLE | 1 MI PER 10,000 | 00 | 04* | 05* |

The above camping and trails should be available within a 25-mile radius.

*The needs are in miles. The District should have 20 miles of trails. Currently the District has about 30 miles of trails. In the future the District will need at least 25 miles of trails.

The District boundaries are about 9 miles along the Willamette River. It is important to note the trail system needs to have 20 miles in 2020 and in 2045 at least 25 miles of trails. It is evident that the District does not have that trail system. The Chehalem Heritage Trail plan would meet this need. Currently the patrons are satisfied, as indicated in the Districts 1992 survey and recent surveys, with the current level of service. It is important to meet the standards listed above. The standards listed above may not meet the need due to higher use of facilities or a particular park. Each item should be evaluated and have the ability to increase or decrease in the needed standards listed above.

BOARD-APPROVED PROJECTS

The Board of Directors is elected to serve the citizens in the Chehalem Park and Recreation District. These members set priorities based on the information given by citizens and staff. There are also wants of individual members of the Board that are added to the priority list. For a project to make this list it must receive a majority of the votes of the Board. Board members have meetings with the public, staff and consultants to develop this project list. A cost is assigned based on the best information available at the time. Sometimes this list is prioritized and dates for construction are applied. The list may change from year to year based on the Board's desire and funding available. The list should be updated yearly or as needed and made part of the plan.

The list as of 7-1-2020 is as follows:

| PROJECT LIST | PROJECT COST |
|---------------------------------------|------------------|
| POOL PROJECT | \$ 1,000,000.00 |
| POOL FITNESS AREA & GYM | \$ 2,500,000.00 |
| THIRD NINE GOLF COURSE | \$ 3,000,000.00 |
| GOLF CLUB HOUSE | \$ 2,000,000.00 |
| CAMPGROUND | \$ 3,000,000.00 |
| SOCCER COMPLEX | \$ 3,000,000.00 |
| SANDER ESTATE PARK & COMMUNITY CENTER | \$ 3,000,000.00 |
| RILEY PARK DEVELOPMENT | \$ 9,000,000.00 |
| DUNDEE RIVERFRONT DEVELOPMENT | \$ 5,500,000.00 |
| NEWBERG RIVERFRONT DEVELOPMENT | \$ 5,500,000.00 |
| CHEHALEM HERITAGE TRAIL | \$ 80,000,000.00 |
| CHEHALEM CULTURAL CENTER & DISTRICT | \$ 9,000,000.00 |
| <u>TOTALS</u> | \$126,500,000.00 |

All park master plans for the District are listed in Appendix (6). **PLEASE SEE APPENDIX (6) FOR PARKS SITE MASTER PLAN.** The SDC methodology report is listed in Appendix (7). **PLEASE SEE APPENDIX (7) FOR THE SDC METHODOLOGY REPORT.** The SDC methodology report is to be updated every 5 years or sooner. The next time to update the SDC methodology report will be 2023.

SUMMARY AND RECOMMENDATIONS

The District service area is 68 square miles with a population of 35,623 in 2020. In 2020 the incorporated area is 7.1 square miles with a population of 28,016 or 78% of the District's population. In 2020 the unincorporated is remaining 60.9 square miles with a population of 7,607. Just outside the 7.1 square mile area, a large portion of the remaining 22% or 7,806 of the patrons resided.

In 2020, the District has 880.46 acres of park land or 24.71 acres of parkland per 1000 patrons. If the population grows to 47,566 in 2045, the District will need to acquire 245.57 acres of parkland to remain at the current standard of 24.71 acres per 1,000. It is not recommended to try and meet the 24.71 acre per 1000. Instead it is recommended to meet the standard of 18.6 acres per 1000 population. To meet the 18.6 acres per 1000 standard the District will need to acquire an additional 5-acres of parkland will be needed. It is recommended to acquire 5 to 245.57 acres of parkland.

In the next 25 years the District is projected to add about 12,000 new patrons. The 12,000 new patrons will result in 5,715 new houses or multi-family dwellings units being added to the District. Currently the District

assesses a fee of \$7,705.00. This will result in the District receiving about \$44,000,000.00 in the next 25 years or about \$1,760,000.00 annually. Please remember we committed to pay the debt out of the SDC Fund. In 2021-22 budget the debt will be \$941,525.00. That will leave about \$9,599,397.00 owed. Please See Appendix 8 for copy of Loan Debt.

According to standards set in this document the District needs the following acreage and facilities are recommended:

| ITEM | RECOMMENDED | |
|-----------------|-------------|------------------------|
| | AMOUNT | COST |
| Park Acreage | 100 acres | \$10,000,000.00 |
| Soccer Complex | 9 fields | \$ 4,500,000.00 |
| Bocce | 2 courts | \$ 200,000.00 |
| Croquet | 3 courts | \$ 200,000.00 |
| Picnic Shelters | 2 shelters | \$ 900,000.00 |
| Bowling Alley | 18 lanes | \$ 6,000,000.00 |
| Archery | 1 site | \$ 300,000.00 |
| Dog Park | 1 site | \$ 400,000.00 |
| Spray Pad | 1 pad | \$ 750,000.00 |
| Campground | 90 sites | \$ 6,000,000.00 |
| Trails | 3 miles | \$ 4,400,403.00 |
| Pickle Ball | 9 courts | \$ 750,000.00 |
| Debt Payment | | \$ 9,599,597.00 |
| TOTALS | | \$44,000,000.00 |

The District would spend 1,760,000.00 annually for the next 25 years. This is assuming our projections on SDC's and population are correct.

There are other items that are wanted or needed to be developed in the District which the Board has set as priorities. These suggested items are:

| ITEM | SUGGESTED | |
|-----------------------|-----------|-----------------|
| | AMOUNT | COST |
| Additional golf holes | 9 holes | \$ 3,000,000.00 |

| | | |
|-------------------------|-----------------------------|-----------------|
| Club house | 2 to 4 thousand square feet | \$ 3,000,000.00 |
| Dundee Community Center | Dundee Elementary School | \$ 4,000,000.00 |

The above items could be added to a bond issue or done by debt payments. Some of the elements will generate revenue and may help pay for the increase in operation and debt payment. The above could replace park acreage of \$10,000,000.00.

The economy must be stabled for the above to be recommended and suggested to occur.

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, March / April 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. We used the Cost Analysis to apply for the Sander Estate grant through the Local Government Grant program (\$750,000.00) for 15th St. improvements, new connections to existing infrastructure and placement of utilities on the property in anticipation of Park development. Now that Steven Dahl is the new City Manager we need to start discussions on the Masterplan conditions of approval for the Sander Estate Park and confirm with him what sort of funding and cost sharing we can negotiate with Dundee. Tourism through hotel tax and Urban renewal money could assist with street improvements in this area.

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 had submitted an ODFW fish passage exemption request with our consultant AKS Engineering. The Oregon Fish Passage Task Force (Task Force) met February 25th and did not discuss our exemption request. AKS will now propose to ODF&W that we replace the culvert and change the grade of the stream bed section of the culvert to as close to their recommendations as possible to improve fish habitat.

Aquatic and Fitness Center,

Work on the Aquatic Center Aermec modifications is progressing. We have not shut down the facility to accomplish this. I would say it is about 85% complete. Most electrical and plumbing has been completed. There is still some electrical and pipe insulation to complete. Then there is the testing.

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. We held a pre-app meeting with the City where a lot of parking conditions were brought up as they had done during previous development and been allowed Variances from Development Code. Cultural Center also received an ARPA grant from the City of Newberg to provide additional funding for the performing Arts Wing (250,000.00). Yamhill ARPA grant request (\$250,000.00) with matching funds from the Murdoch foundation Grant was not successful.

Development

GreenWorks has been Newberg Dundee Bypass Trail Bridge Project. We have been involved with ODOT, City of Newberg with discussions and preliminary tasks such as, surveying, archeological assessment, wetlands delineation, Geotechnical report. GreenWorks have determined the bridge placement and length (570'). Our project group had a pre-app meeting with the City of Newberg March 30 to determine permits and requirements for the City and others, ODOT, ODOT Rail, and County. We will be having a site meeting May 23 with all entities involved with the rail crossing - ODOT ROW, Rail, City, County and PGE. City of Newberg has provided \$25,000.00 for engineering services for this section of the project. Plan set is currently at 30% Design.

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.

Kittleson & Associates will provide a Traffic Impact Study for the development of the campground 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.

NV5 and CPRD 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. City of Newberg pre-app went well. The site plans and general land use application forms are nearing completion. We finally received notice from FEMA that their model was not conclusive and will have to provide our own Hydraulic model (with FEMA's approval) to understand the flood/hydraulic conditions of the creek, since this can affect the layout/elevation/design of the bridge and the abutments. NV% has stated that they can do this within the scope of their contract. We will be submitting the land use and moving forward once this is complete.

We have received some preliminary designs of the Renne field conversion from natural to synthetic turf which were handed out last minute of the April BOD meeting. We have engaged in some preliminary discussions with Doug Rux, as far as land use:

"The use (sports field) is permitted in the zone (R-2), but there are no specific regulations that he could think of that would apply. Because it's converting from pervious to impervious, however, he thought it would need some sort of Design Review."

I have included those attachments for your review.

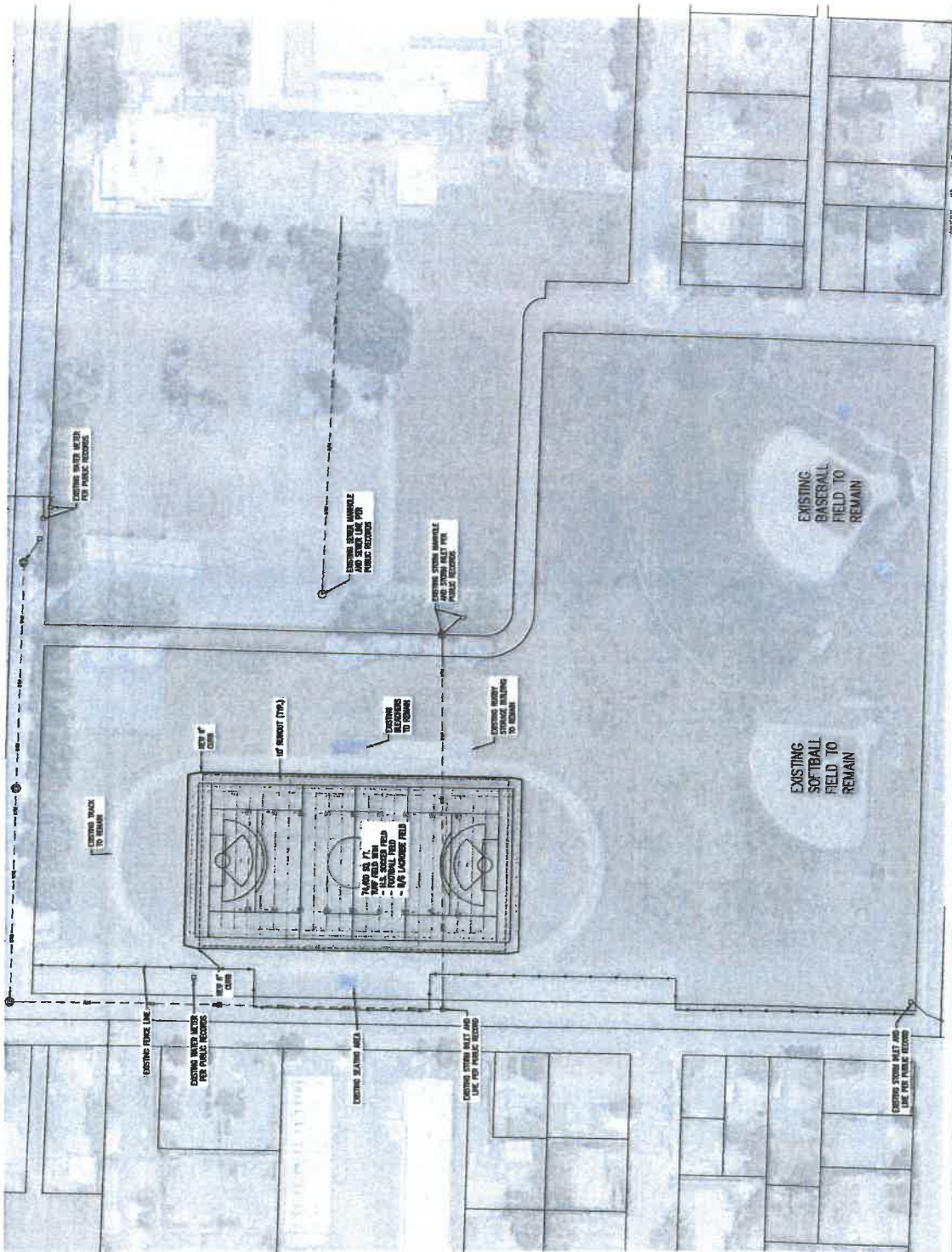
Trails

The Heritage Trails Committee has been working with CPRD on the development of trails within the District to assess and offer assistance to the Chehalem Heritage Trails Masterplan, which seems to be an evolving plan based on opportunities. They have split into groups, planning, funding and maintenance. Currently we are working with Knudsen Vineyards (Dundee) for an easement that allows public access around their property and could possibly connect to the Abbey property in Dundee for access to existing trails. I provided a field trip with the group to visit the Bob & Crystal Rilee Park to show them a portion of what CPRD has been developing. There were many ideas that came out from that field trip-grant writing, mapping, signage

Parks & Golf

Working on Equipment maintenance, painting, cleaning amenities, building maintenance, and general maintenance of the parks & golf course. We have begun field preparation for lacrosse, soccer and other Spring activities. Brian, Mike, Russ and crew are working on an additional greenhouse to supply annual/perennial plants for our District on the Wilsonville Rd. property.

| <u>Park Name</u> | <u>Hours worked</u> | April 19-May 19 |
|----------------------------|---------------------|-----------------|
| Armory | 30.00 | |
| Billick/Dundee | 8.50 | |
| CAFC | 120.00 | |
| Cultural Center | 36.00 | |
| Chehalem Valley M.S | 10.50 | |
| College | 4.00 | |
| Community Center | 6.00 | |
| Crabtree | 12.00 | |
| Crater Ballfields | 50.00 | |
| Dundee River Park | 4.00 | |
| Elliott Road | 13.00 | |
| Ewing Young | 40.00 | |
| Falcon Crest Park | 8.00 | |
| Fortune Park | 6.00 | |
| Friends Park | 32.00 | |
| Tom Gail Park | 14.00 | |
| Gladys Park | 14.00 | |
| Chehalem Glenn G.C. | 435.00 | |
| Herbert Hoover Park | 20.00 | |
| Jaquith Park | 54.00 | |
| Jaquith Ball Fields | 60.00 | |
| Memorial/Scout House | 4.00 | |
| Mountainview | 0.00 | |
| Oak Knoll Park | 4.00 | |
| Oaks Park | 16.00 | |
| Other District Land | 8.00 | |
| Pre-School | 17.00 | |
| Pride Gas | 6.00 | |
| Renne Fields | 4.00 | |
| Rilee Park | 60.00 | |
| Rotary Park | 16.00 | |
| Sander Park | 4.00 | |
| Schaad Park | 12.00 | |
| Scott Leavitt Park | 4.00 | |
| Senior Center | 30.00 | |
| Spring Meadow | 12.00 | |
| Waste Mngt | 19.00 | |
| vacation/holiday/sick/comp | 86.00 | |
| Wilsonville Property | 44.00 | |
| Youth Building | 8.00 | |
| | <u>Total</u> | 1331.00 |



- AGREEMENTS PROVIDED:**
1. SOCCER FIELD: 160 X 360 FEET (10+ RUNOUT PROVIDED)
 - MAXIMUM H.S. SEED: 240 X 360 FEET
 2. FOOTBALL FIELD: 160 X 360 FEET (10+ RUNOUT PROVIDED)
 3. LACROSSE FIELD: 160 X 360 FEET (STANDARD - BOYS AND GIRLS)
 - STRIPED AS A COMBINED BOYS/GIRLS FIELD



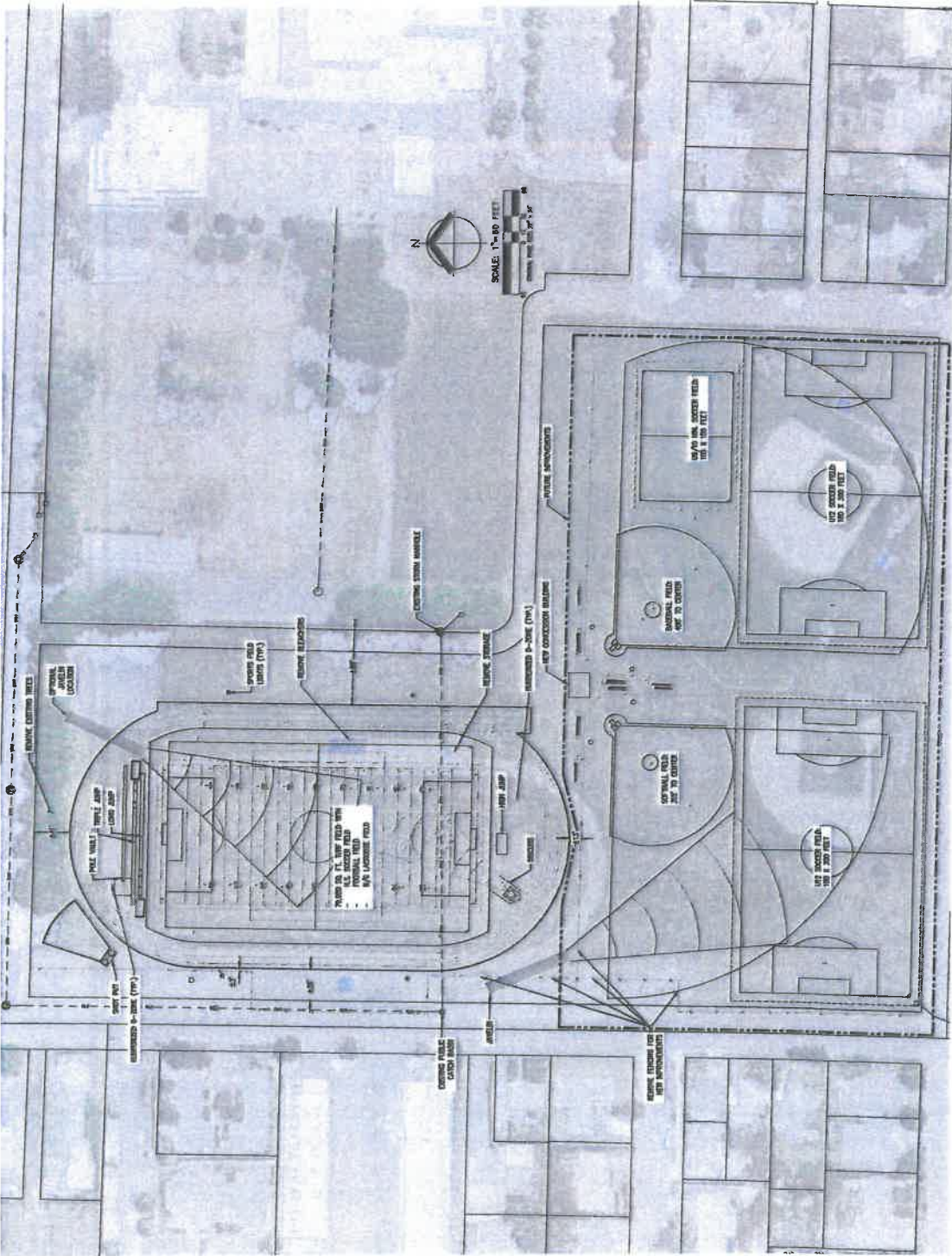
**CHEHALEM PARKS AND RECREATION
 NEWBERG, OREGON**

RENNE FIELD LAYOUT - OPTION 1

INFIELD ONLY

AKS
 ENGINEERING - SURVEYING - NATURAL RESOURCES
 FORESTRY - PLANNING - LANDSCAPE ARCHITECTURE

DATE: 4/23/2023 AKS #04 1509
 AKS ENGINEERING & FORESTRY, LLC
 2000 SW WERNAL RD., STE. 100
 SULLY, OR 97130
 WWW.AKS-ENG.COM



- AGENCIES PROVIDED:**
- 8 LANE TRACK
 - FIELD EVENTS INCLUDED IN D-ZONE OR AROUND TRACK
 - LONG JUMP
 - TRIPLE JUMP
 - SHOT PUT
 - JAVELIN (MULTIPLE LOCATIONS GIVEN)
 - SHOT PUT

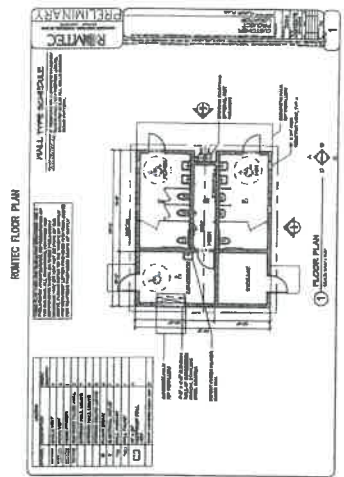
- SOCCER FIELD: 25 X 345 FEET
MINIMUM U.S. SIZE ALLOWED: 165 X 300 FEET
MINIMUM U.S. SIZE: 240 X 300 FEET
- FOOTBALL FIELD: 160 X 300 FEET (60+ RUNOUT PROVIDED)
- LACROSSE FIELD: 180 X 300 FEET (BOYS AND GIRLS STANDING)
STIPPED AS A COMBINED BOYS/GIRLS FIELD

4 SPORT LIGHTS AROUND FIELDS

6. FUTURE AMENITIES (SOUTH OF TRACK AND FIELDS):

- SUBSIDIARY FIELDS 305 TO CENTER (SUGGESTED ADULT SIZE IS 315 TO CENTER)
 - MALE SLOW PITCH: 185-205
 - FEMALE SLOW PITCH: 250-275
 - MALE SLOW PITCH: 275-300
- BASEBALL FIELDS 305 TO FULL PITCH, 400 TO CENTER (SUGGESTED ADULT SIZE 315 TO CENTER)
 - MINIMUM 300 DOWN FURL LINES
 - MINIMUM 300 TO CENTER
- UT2 SEED FIELDS: 160 X 300 FEET
UT2 MINIMUM: 150 X 270 FEET
UT2 PREFERRED: 160 X 300 FEET
- UT9/10 FIELDS: 85 X 150 FEET
UT9/10 MINIMUM: 95 X 150 FEET
- CONCESSION BUILDING: 28.57 X 24 FEET
PERMIT MODEL 2084 - CONCESSIONS, MECHANICAL ROOM, W/M BATHROOMS (SEE OUTSHEET BELOW)
- INTERCONNECTING SCREENS

DEMOLITION WILL INCLUDE, BUT IS NOT LIMITED TO:
 - REMOVAL OF EXISTING CONCOURSE
 - REMOVAL/RELOCATION OF EXISTING BASKETBALL STORAGE BUILDING
 - REMOVAL OF EXISTING BLEACHERS
 - REMOVAL OF EXISTING TREES
 - REMOVAL OF FENCING

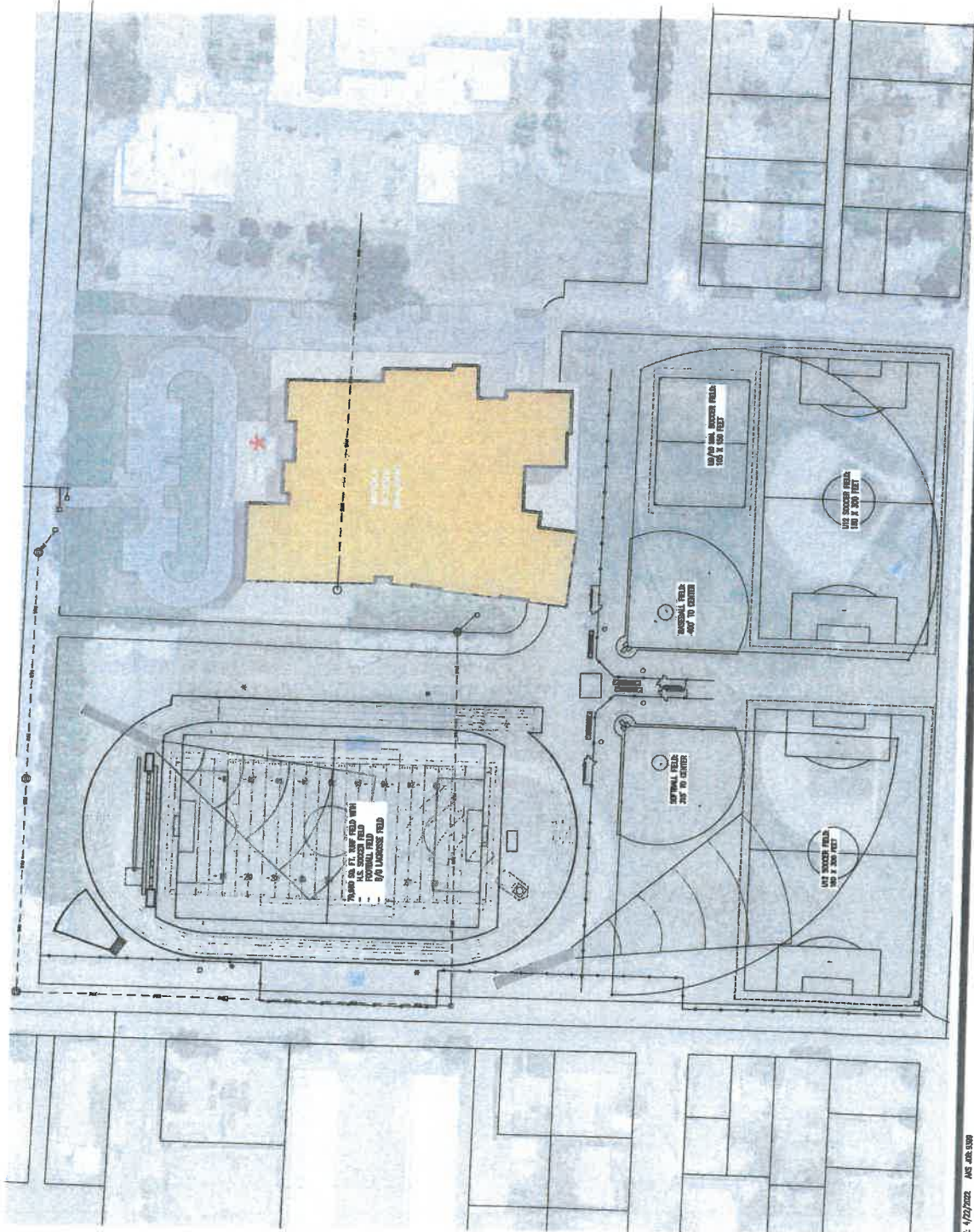


**CHEHALEM PARKS AND RECREATION
NEWBERG, OREGON**

**RENNE FIELD LAYOUT - OPTION 2
FULL TRACK AND FIELD WITH FUTURE FIELDS**

AKS
 ENGINEERING • SURVEYING • HISTORICAL RESOURCES
 PLANNING • LANDSCAPE ARCHITECTURE

DATE: 6/21/2021 145 JOB 1539
 AKS ENGINEERING & SURVEYING, LLC
 2005 SW HERRING AVE. SUITE 100
 SEASIDE, OREGON 97138
 WWW.AKS-OR.COM



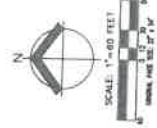
AMENITIES PROVIDED:

- 8 LANE TRACK
- FIELD EVENTS INCLUDED IN D-ZONE OR AROUND TRACK
 - POLE VAULT
 - DISCUS
 - HIGH JUMP
 - JAVELIN (MULTIPLE LOCATIONS GIVEN)
 - SOFT PUT

- SOCCER FIELD: 215 X 345 FEET
 - MINIMUM U.S. SIZE ALLOWED: 165 X 300 FEET
 - MAXIMUM U.S. SIZE: 240 X 380 FEET
- FOOTBALL FIELD: 180 X 360 FEET (10+ RUNOUT PROVIDED)
 - STRIPPED AS A COMBINED BOYS/GIRLS FIELD
- LACROSSE FIELD: 180 X 330 FEET (BOYS AND GIRLS STANDARD)
 - STRIPPED AS A COMBINED BOYS/GIRLS FIELD
- 4 SPORT LIGHTS AROUND FIELDS

FUTURE AMENITIES (SOUTH OF TRACK AND FIELD):

- CENTRAL FIELD: 316' TO CENTER (SUGGESTED ADULT SIZE IS 315' TO CENTER)
 - HIGH SCHOOL RECOMMENDED SIZE:
 - MALE/FEMALE FAST PITCH: 185'-205'
 - FEMALE SLOW PITCH: 250'-275'
 - MALE SLOW PITCH: 275'-300'
- BASEBALL FIELD: 385' TO FOUL POLES; 400' TO CENTER (SUGGESTED ADULT SIZE IS 325' TO FOUL POLES AND 460' TO CENTER)
 - HIGH SCHOOL RECOMMENDED SIZE:
 - MINIMUM 300' DOWN FOUL LINES
 - MINIMUM 350' TO CENTER
- U12 SOCCER FIELDS: 180 X 300 FEET
 - U12 MINIMUM: 160 X 300 FEET
 - U12 PROPERFIELD: 180 X 300 FEET
- U9/10 FIELD: 85 X 150 FEET
 - U6 MINIMUM: 75 X 105 FEET
 - U9/10 MINIMUM: 95 X 150 FEET
- CONCESSION BUILDING: 26.67 X 24 FEET
 - ROWING MODEL: 2684' - CONCESSIONS, MECHANICAL ROOM, M/W BATHROOMS
- M/F'S FIELDS - NOT SHOWN (AVAILABLE SPACE)
- WEST SIDE - PLAYABLE HIGH SCHOOL SOCCER FIELD: 170 X 333 FEET (180 X 350 RESTRICTED). VERY TIGHT TO PROPERTY LINE AND IMPED DIRT.
- EAST SIDE - RECOMMENDED HIGH SCHOOL SOCCER FIELD: 195 X 330 FEET (215 X 350 RESTRICTED).



**CHEHALEM PARKS AND RECREATION
NEWBERG, OREGON**

RENNE FIELD LAYOUT - OPTION 3

FULL TRACK AND FIELD WITH FUTURE FIELDS ON CONCEPT FUTURE SCHOOL LAYOUT

AKS
ENGINEERING • SURVEYING • NATURAL RESOURCES
PLANNING • LANDSCAPE ARCHITECTURE

DATE: 4/22/2022 AKS JOB: 5308
AKS ENGINEERING & FORESTRY, LLC
1000 SW HERMAN AVE, STE 100
SALASALIS, OREGON 97130
WWW.AKS-OK.COM



RENNE FIELD CONVERSION - ARBORIST INVENTORY

Detailed Tree Inventory for Renne Field Conversion

AKS Job No. 9399 - Evaluation Date: 4/19/2022 - Evaluated by: BRK

| Tree # | DBH (in.) | Avg. Crown Radius (ft) | Tree Species Common Name (Scientific name) | Comments | Health Rating* | Structure Rating** |
|--------|-----------|------------------------|--|--|----------------|--------------------|
| 1 | 37 | 35 | American Sycamore (<i>Platanus occidentalis</i>) | Some branches pruned for overhead wires; 1-sided canopy (S); Large burls | 1 | 2 |
| 2 | 34 | 35 | American Sycamore (<i>Platanus occidentalis</i>) | Some branches pruned for overhead wires; 1-sided canopy (S); Large burls | 1 | 2 |
| 3 | 34 | 36 | American Sycamore (<i>Platanus occidentalis</i>) | Some branches pruned for overhead wires; 1-sided canopy (S); Large burls | 1 | 2 |
| 4 | 32 | 29 | American Sycamore (<i>Platanus occidentalis</i>) | Some branches pruned for overhead wires; 1-sided canopy (S); Large burls | 1 | 2 |
| 5 | 37 | 39 | American Sycamore (<i>Platanus occidentalis</i>) | Some branches pruned for overhead wires; 1-sided canopy (S); Large burls | 1 | 2 |
| 6 | 36 | 25 | American Sycamore (<i>Platanus occidentalis</i>) | Some branches pruned for overhead wires; 1-sided canopy (S); Large burls | 1 | 2 |
| 7 | 41 | 35 | American Sycamore (<i>Platanus occidentalis</i>) | Some branches pruned for overhead wires; 1-sided canopy (S); Large burls | 1 | 2 |
| 8 | 34 | 22 | American Sycamore (<i>Platanus occidentalis</i>) | Some burls | 1 | 1 |
| 9 | 31 | 24 | American Sycamore (<i>Platanus occidentalis</i>) | Large burls; Large failed leader; Some decay | 2 | 2 |
| 10 | 36 | 33 | American Sycamore (<i>Platanus occidentalis</i>) | Some burls | 1 | 1 |
| 11 | 37 | 33 | American Sycamore (<i>Platanus occidentalis</i>) | | 1 | 1 |
| 12 | 38 | 34 | American Sycamore (<i>Platanus occidentalis</i>) | | 1 | 1 |
| 13 | 27 | 30 | American Sycamore (<i>Platanus occidentalis</i>) | | 1 | 1 |
| 14 | 22 | 25 | American Sycamore (<i>Platanus occidentalis</i>) | | 1 | 1 |
| 15 | 30 | 29 | American Sycamore (<i>Platanus occidentalis</i>) | | 1 | 1 |
| 16 | 32 | 28 | American Sycamore (<i>Platanus occidentalis</i>) | | 1 | 1 |

Total # of Existing Trees Inventoried = 16

*Health Rating:

- 1 = Good Health - A tree that exhibits typical foliage, bark, and root characteristics, for its respective species, shows no signs of infection or infestation, and has a high level of vigor and vitality.
- 2 = Fair Health - A tree that exhibits some abnormal health characteristics and/or shows some signs of infection or infestation, but may be reversed or abated with supplemental treatment.
- 3 = Poor Health - A tree that is in significant decline, to the extent that supplemental treatment would not likely result in reversing or abating its decline.

**Structure Rating:

- 1 = Good Structure - A tree that exhibits typical physical form characteristics, for its respective species, shows no signs of structural defects of the canopy, trunk, and/or root system.
- 2 = Fair Structure - A tree that exhibits some abnormal physical form characteristics and/or some signs of structural defects, which reduce the structural integrity of the tree, but are not indicative of imminent physical failure, and may be corrected using arboricultural abatement methods.
- 3 = Poor Structure - A tree that exhibits extensively abnormal physical form characteristics and/or significant structural defects that substantially reduces the structural viability of the tree, cannot feasibly be abated, and are indicative of imminent physical failure.

Arborist Disclosure Statement:

Arborists are tree specialists who use their education, knowledge, training, and experience to examine trees, recommend measures to enhance the health of trees, and attempt to reduce the risk of living near trees. The Client and Jurisdiction may choose to accept or disregard the recommendations of the arborist, or seek additional advice. Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fall in ways we do not fully understand. Conditions are often hidden within trees and below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise, remedial treatments, like medicine, cannot be guaranteed. Trees can be managed, but they cannot be controlled. To live near trees is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate all trees. Neither this author nor AKS Engineering & Forestry, LLC have assumed any responsibility for liability associated with the trees on or adjacent to this site.

At the completion of construction, all trees should once again be reviewed. Land clearing and removal of adjacent trees can expose previously unseen defects and otherwise healthy trees can be damaged during construction.

Activity Report – Department 451
April 2022

Aquatic & Fitness Center

- Facility remained open 7 days a week
- We are really seeing new people here more and more

Fitness Center

- Regular Spring 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

- April continued with our spring schedule posted with only minor competition pool changes due to sporting events.
- We had our first since COVID 200 person public swim on April 30th. Our public swims are growing in size.
- Toddler time for parents and toddlers 5 and under is another popular swim. It takes place on Tu/Th/Sat. We are scheduling an extra lifeguard for Saturday since we have seen 75-84 patrons during that event.

Facility Building maintenance

- February 3rd the gray robot broke and we are now down to just the small yellow robot for both pools. Gray robot still has not returned to us.
- Tentative dates have been decided for when we are going to shut down each pool to drain it and do maintenance on it and the natatorium. August 7 – 21 for the comp pool and September 4 – 18 for the leisure pool.
- A new camera was installed on the basketball court so we can see what goes on there. The view on the video screen is an odd view and difficult to see unless you open the camera on the video feed. We need this camera to help us view the back doors. Young kids keep letting their friends in those back doors. A request for an alarm on those doors has been made.

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. This is an ongoing issue that we really need resolved.
 - We have come across couples or pairs of patrons entering the gym door using the gym scanner. Only one of them will scan their card. We are trying to make them understand that both people need to scan their cards. Just today (5/17/22) we dealt with 2 patrons

entering and only one scanning. Upon tracking them down in the weight room, we found out the other person's name. We researched him in activenet and found out that he did not even have a membership and has been coming in for at least the past week with her or using her card to get into the facility. This is the very reason we need the designated monitor for both scanners or we are asking that the door scanner be removed completely and we go down to one scanner only at the front desk (Front desk staff is good with only one scanner). This is the only way that we can keep track of current AND expired memberships. We must be able to HEAR the sound of either a good or an expired membership so we know.

- The scanner at the front desk has also been scanning any barcode whether it is our membership card or not. Example...we had a man on Friday scan his card; it did not register on the screen that the receptionist happened to have up for activenet. We asked him to scan it again. He did, but then proceeded to just head towards the men's locker room without stopping like we asked him to. We lost him and he never registered in our system. Was it a pool card or not we do not know for sure, but the receptionist did say that has happened a couple of times with her. Becky just confirmed that a Costco card or library card with a bar code will scan on our scanners, but will not register in our system. Again, if we had a designated computer screen for the desk scanner, we would be able to track everyone who scans in.

Program Development & Registration

- Swim lessons Session 3 in April were full classes. Private lessons were ongoing with Jason Hunter who we hired to help us with them. He has been able to help out close to 8- 10 families with private lessons. We are very grateful.
- Gaston School has sent their 2nd graders in for swim lessons. They started in the water April 26th and go through May. This is the first time back for them since COVID.
- Management team worked hard to get May's swim lesson schedule worked out with the very limited number of instructors we have for that session. It took about 2 good weeks to get it all in order. This included contacting past swim instructors to see if they would be coming back to help us out at all.

Clubs/Teams

- Chehalem Swim Team's practices continued for the month of April.
- Club Polo continued their practices in April.
 - First weekend in April we hosted the first Spring Polo tournament. It was a successful event.

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.
- GFU ended and we lost 4 of 5 GFU staff the 22nd of April (We lose the 5th in May). This has caused management to have to cover more guard shifts than normal.
- Mid-day shifts from 9:15-1pm and 5 am opening shifts were the ones affected the most.

Rentals & Special Events

- Private Leisure Pool Parties
 - We had fourteen weekend pool rentals in April, including several classroom rentals.
- Country Faith Christian Academy used our gymnasium for school PE during the month of April.
- April 18th American Red Cross held a successful blood drive at our facility.

Management Projects

- Manager has monitored patron check-ins all month of April to make sure that expired memberships are being caught and taken care of. Less and less insurance issues are popping up.
- Management met with GFU, Polo and CST coaches to solidify the comp pool schedule between all of them for the summer and into the fall months.
- We were able to hold an all staff meeting in April to get everyone back on the same page. Making sure that lifeguards are all doing their duties correctly and any changes that have taken place.
- The management team picked up guard shifts more this month due to a lack of subs for team members out with health or scheduling issues.
- A new system to help the front desk handle weekend classroom rentals was put together. There are now laminated rental signs that are put up with the rental name and time so patrons know when they can have the classroom. A reservation book was created to help keep the reservations organized and easily accessed.
- Management finalized the summer schedule and programs that we are going to run this summer here at the pool. We will be going back to having public swims 7 days a week during the summer.

Financial Reports

- Detailed April financial reports are attached.
- The pool is running in the black for the second month in a row. Revenue is higher than expenses and we are on target to surpass our projected revenue for this fiscal year.

| EXPENDITURES Yr to Date '21/22 | REVENUE Yr to Date '21/22 |
|---|--|
| \$692,380.22 Raw value | |
| \$99,955.35 Fringe benefits | |
| \$792,335.57 Total expenditures with fringe benefits | \$811,105.65 Projected Revenue = \$933,700.00 |
| Difference between Expenditures & Revenue | \$18,770.08 |

Respectfully Submitted by,
Wendy Roberts, Aquatic Specialist
Chehalem Aquatic & Fitness Center

| | | \$99,955.35 Fringe benefits | | | | | | |
|--------------------------------------|-------------|--|--------------|-------------------|-------------------|----------------|----------------|----------------|
| Activity Financial Report April 2022 | | \$792,335.57 Total expenditures with fringe benefits | | | | | | |
| Facility Open | | Department - Aquatics 451 | | | | | | |
| REVENUE | | Apr '21 | Apr '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 | \$12.00 | \$116.00 | \$224.00 | \$1,403.00 | \$1,379.00 | \$328.00 | \$1,655.00 | \$970.00 |
| 451.006 Group Fitness (Studio) | \$42.00 | \$480.00 | \$229.50 | \$1,296.00 | \$430.00 | \$302.00 | \$3,960.00 | \$12,385.00 |
| 451.007/291 Water Exercise | \$96.00 | \$80.00 | \$978.00 | \$2,124.00 | \$3,624.00 | \$1,186.00 | \$4,106.00 | \$16,975.00 |
| 451.008 Weight Training | \$345.00 | \$690.00 | \$2,731.00 | \$7,394.00 | \$22,848.50 | \$4,206.30 | \$6,225.00 | \$4,250.00 |
| 451.011 Private Swim Lessons | \$1,003.50 | \$4,956.50 | \$6,407.30 | \$37,876.50 | \$35,393.00 | \$10,206.30 | \$16,975.00 | \$6,225.00 |
| 451.012 Optum Fitness Advantage* | \$700.00 | \$1,520.00 | \$4,316.00 | \$11,412.00 | \$15,892.00 | \$4,316.00 | \$6,225.00 | \$4,250.00 |
| 451.013 Water Safety | \$89.00 | \$200.00 | \$3,985.00 | \$1,840.00 | \$5,375.35 | \$7,489.65 | \$6,225.00 | \$4,250.00 |
| 451.014 SilverSneakers - Tivity* | \$3,125.62 | \$244.00 | \$1,601.28 | \$2,720.50 | \$4,291.00 | \$2,070.28 | \$62,750.00 | \$18,650.00 |
| 451.015 Silver&Fit - ASH* | \$4,327.00 | \$4,517.70 | \$21,178.12 | \$34,490.70 | \$59,067.02 | \$26,428.12 | \$18,650.00 | \$35,600.00 |
| 451.016 Water Polo | | \$1,790.00 | \$4,740.00 | \$8,807.50 | \$16,357.20 | \$5,290.00 | \$18,650.00 | \$35,600.00 |
| 451.017 GFU | | | \$18,935.00 | \$42,763.50 | \$39,072.25 | \$18,935.00 | | |
| 451.018 Newberg High School | | | | \$1,470.00 | \$812.00 | \$1,784.17 | | |
| 451.019 School Districts | | | | | | | | |
| 451.020 Locker Income | | | | | | | | |
| 451.021 Locker Rental | | | | | | | | |
| 451.023 Pool Rental | | \$2,795.00 | \$51,009.49 | \$29,182.25 | \$19,431.00 | \$55,774.74 | \$16,875.00 | \$8,995.00 |
| 451.024 Classroom Rental | | \$1,212.50 | \$150.00 | \$8,300.00 | \$7,501.01 | \$150.00 | \$5,490.00 | |
| 451.025 Sauna/Spa | | \$295.50 | \$689.50 | | \$4,757.10 | | | |
| 451.026 Special Events | | | | | | | | |
| 451.027 Repasses | | | | | | | | |
| 451.061 Vending | | | | | | | | |
| 451.200 Aquatics Misc | | \$11.22 | | \$428.25 | | \$339.55 | | |
| 451.280 Sales | \$287.00 | \$374.00 | \$1,779.49 | \$5,462.19 | \$25.00 | \$480.00 | | |
| 451.281 CST/CVA | | | \$20,132.25 | \$25,047.75 | \$6,024.49 | \$2,475.49 | \$6,500.00 | \$19,500.00 |
| 451.282 Swim Lessons | \$5,913.00 | \$5,275.00 | \$29,792.50 | \$122,821.50 | \$10,855.95 | \$26,678.21 | \$134,325.00 | \$14,775.00 |
| 451.283 Lap Swim | \$797.50 | \$786.00 | \$22,256.00 | \$9,768.00 | \$15,525.25 | \$24,526.00 | \$128,875.00 | |
| 451.284 Public Swim | \$2,570.50 | \$8,551.50 | \$22,595.00 | \$77,074.50 | \$85,411.00 | \$33,598.50 | | |
| 451.285 Equipment Rental | | | | | | | | |
| 451.286 Membership Sales | \$12,303.80 | \$40,604.90 | \$91,562.20 | \$312,080.24 | \$284,774.00 | \$137,726.88 | \$308,450.00 | \$18,320.00 |
| 451.287 Weight Room | \$776.00 | \$1,759.00 | \$6,806.59 | \$16,643.50 | \$14,545.50 | \$9,818.09 | \$38,125.00 | |
| 451.289 Punch Cards - General | \$1,703.50 | \$4,014.55 | \$15,108.50 | \$32,922.55 | \$32,136.51 | \$23,338.50 | | |
| 451.290 Gift Certificates | | | | | | | | |
| 451.292 Preschool Swim Lessons | | | | | | | | |
| 451.294 SUP Yoga | | | | | | | | |
| 451.296 Patio Rental | | | | | | | | |
| 451.297 Facility Rental | | | | | | | | |
| 451.293/425 Basketball Court | \$5.00 | \$1,221.00 | \$1,523.50 | \$13,143.00 | \$11,663.75 | \$1,694.00 | \$12,150.00 | \$1,540.00 |
| 451.285/426 Pickleball Court | | \$37.50 | \$26.00 | \$198.00 | \$1,429.05 | \$26.00 | \$350.00 | \$50.00 |
| 451.021/427 Volleyball Court | | | | | | | | |
| 451.428 SkyTrack | | | | | | | | |
| 451.429 Fencing | | \$800.00 | \$120.00 | \$3,228.00 | \$6.50 | \$240.00 | \$1,440.00 | |
| 451.666 CC Fees | | | | | | | | |
| TOTAL AQUATIC REVENUE | \$34,096.42 | \$81,931.87 | \$327,946.72 | \$811,105.65 | \$819,066.28 | \$455,590.98 | \$933,700.00 | |

| Activity Financial Report - April-2022 | | Department - Aquatics 451 | | | | | | |
|--|--------------|---------------------------|--------------|-------------------|-------------------|----------------|----------------|----------------|
| Facility Open | EXPENDITURES | Apr '21 | Apr '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: | | | | | | | | |
| Personnel Services | | | | | | | | |
| Aquatic Supervisor | \$1,533.44 | \$1,669.78 | \$15,020.19 | \$16,289.69 | \$18,161.41 | \$503.70 | \$18,087.06 | \$20,363.00 |
| Admin Coordinator 451.110032 | | | | | \$27,906.97 | | | |
| Secretary I | | | | | \$21,614.91 | | | |
| Secretary II | | | | | \$44,146.56 | | | |
| Aquatic Coordinator | \$3,761.48 | \$4,068.58 | \$40,364.72 | \$39,417.16 | \$44,146.56 | | \$47,887.68 | \$47,632.00 |
| Aquatics Specialist | \$3,090.66 | \$3,347.24 | \$33,153.60 | \$32,416.92 | \$35,985.33 | | \$38,978.32 | \$39,188.00 |
| Guards | \$7,909.71 | \$12,453.75 | \$78,219.58 | \$138,619.05 | \$146,903.66 | | \$96,234.31 | \$189,202.00 |
| Cashiers | | | | | \$62,866.10 | | | |
| Instructors | \$2,733.86 | \$5,045.85 | \$15,551.79 | \$48,502.91 | \$45,056.24 | | \$22,257.76 | \$75,978.00 |
| Coaches | | | | | \$725.34 | | | \$1,540.00 |
| Group Fitness Instructors | \$608.90 | \$1,250.27 | \$6,459.16 | \$8,832.99 | \$10,725.12 | | \$8,135.43 | \$13,684.00 |
| Personal Trainer | \$25.50 | \$182.98 | \$954.67 | \$2,898.89 | \$866.75 | | \$1,541.17 | \$4,375.00 |
| FC Monitor | \$1,434.59 | \$2,220.20 | \$26,766.88 | \$13,495.86 | \$5,211.29 | | \$29,656.44 | \$18,952.00 |
| Lead Guard | \$367.46 | \$492.80 | \$3,925.21 | \$5,831.30 | | | \$4,835.35 | \$31,595.00 |
| Total Personnel Services | \$21,465.60 | \$30,731.45 | \$220,415.80 | \$306,304.77 | \$420,673.38 | | \$267,613.52 | \$442,509.00 |
| Materials & Services: | | | | | | | | |
| Office Supplies | \$63.50 | \$1,222.42 | \$3,781.17 | \$3,826.59 | \$4,524.37 | | \$4,220.66 | \$5,510.00 |
| Postage Supplies | \$6.05 | \$14.70 | \$95.15 | \$196.35 | \$273.40 | | \$131.97 | \$450.00 |
| Program Supplies | \$242.13 | \$1,065.97 | \$11,092.71 | \$15,445.77 | \$12,627.25 | | \$16,357.60 | \$15,520.00 |
| Small Tools | | | \$75.86 | | \$75.86 | | \$75.86 | |
| Chemical & Agricultural Supplies | \$2,338.86 | \$4,545.98 | \$22,998.33 | \$34,537.52 | \$26,447.01 | | \$33,708.33 | \$29,900.00 |
| Store Supplies | | | \$1,306.70 | \$3,670.79 | \$3,099.92 | | \$2,403.54 | \$7,500.00 |
| Gas & Oil Supplies | | | | | \$57.25 | | | \$625.00 |
| Classifieds | | | | | | | | \$1,450.00 |
| Brochure | \$56.05 | \$56.05 | \$543.18 | \$886.90 | \$1,318.30 | | \$676.61 | \$4,850.00 |
| Flyers | \$207.03 | \$301.83 | \$3,852.86 | \$3,238.85 | \$3,487.28 | | \$4,163.75 | \$4,980.00 |
| Professional Dues | | | \$179.04 | \$328.00 | \$902.50 | | \$179.04 | \$1,450.00 |
| Conference/Workshops | | | \$10.26 | | \$270.28 | | \$82.61 | \$350.00 |
| Staff Mileage | | \$9.37 | \$1,388.81 | \$202.22 | \$673.69 | | \$1,396.79 | \$1,000.00 |
| Staff Expenses | | | | | | | | |
| Utilities: | | | | | | | | |
| Electricity | | \$15,967.13 | \$163,025.06 | \$148,659.03 | \$232,937.77 | | \$224,768.44 | \$274,500.00 |
| Natural Gas | \$6,914.62 | \$6,612.49 | \$31,462.30 | \$54,622.69 | \$12,494.45 | | \$47,457.38 | \$24,650.00 |
| Water/Sewer | \$2,316.88 | \$926.87 | \$32,853.80 | \$8,088.63 | \$48,717.38 | | \$46,854.56 | \$53,042.00 |
| Telephone | \$993.77 | \$295.18 | \$3,783.36 | \$6,351.89 | \$4,089.38 | | \$4,376.92 | \$4,200.00 |
| Fees (activenet/bank/cc) | \$2,445.64 | \$5,627.90 | \$20,607.63 | \$55,419.20 | \$50,894.60 | | \$31,981.15 | \$62,625.00 |
| Internet & Communication | | | \$1,350.21 | \$642.21 | \$393.94 | | \$1,384.20 | \$1,067.00 |
| Data Storage & Backup | | | | | | | | \$45.00 |
| Video & Online Photography | \$19.08 | \$19.08 | \$190.80 | \$190.80 | \$133.57 | | \$267.12 | \$210.00 |
| Online Advertising | | | | \$32.92 | \$82.91 | | | \$262.00 |
| Ground Maint/Repairs | | | | | | | | |
| Program Contracts 451.380.003 | \$1,081.32 | \$652.03 | \$7,439.68 | \$13,531.53 | \$403.45 | | \$403.45 | \$22,000.00 |
| Insurance Services | | | \$37,674.92 | \$42,225.66 | \$37,819.66 | | \$37,674.92 | \$39,175.00 |
| Refunds | | | \$1,089.00 | \$69.75 | \$6,200.76 | | \$1,089.00 | \$450.00 |
| Total Materials & Services | \$15,603.61 | \$37,746.29 | \$338,013.18 | \$386,075.45 | \$460,977.20 | | \$459,653.90 | \$555,811.00 |
| TOTAL AQUATIC EXPENDITURES | \$37,069.21 | \$68,477.74 | \$558,428.98 | \$692,380.22 | \$881,650.58 | | \$727,267.42 | \$998,320.00 |



Youth Sports

May 2022 Activity Report, Department 453

| Department 453 Participation Tracking | April 2022 | |
|--|--------------|-------------------|
| Activity | Participants | Participant Hours |
| Lacrosse | 60 | 1200 |
| Track Club | 90 | 200 |
| Youth Soccer | 510 | 4500 |
| | | |
| Totals | 660 | 5900 |

| Department 453 Financial Tracking | April 2022 | |
|--------------------------------------|------------|--|
| Supervisory Staff Expense | 6000.00 | |
| Administrative Staff Expense | 2396.50 | |
| Part Time Staff Expense | 91.50 | |
| Program/Materials Expense | 6928.77 | |
| Total Expense | 15416.77 | |
| Program Revenue | 18072.00 | |
| Net | 2655.23 | |
| Cost Per Participant | 4.02 | |
| Cost Per Participant Hour | .45 | |
| | | |

Department 453 – Youth Sports

The Youth Lacrosse programs began playing games on Saturdays in April. We have three boys, and one girls Lacrosse team this season. The track & field club will run its first meet on May 6. The spring soccer program has 42 teams playing games on Monday & Tuesday evenings at the Darnell Wright sports complex.

Registration has opened for the nine summer sports camps.



Adult Sports

May 2022 Activity Report, Department 452

| Department 452 Participation Tracking | April 2022 | |
|--|----------------|-------------------|
| Activity | Participants | Participant Hours |
| Adult City League basketball | 80 | 640 |
| Cam Run | 300 | 260 |
| Total | 380 | 900 |
| Department 452 Financial Tracking | April 2022 | |
| Supervisory Staff Expense | 700.00 | |
| Administrative Staff Expense | 310.00 | |
| Part Time Staff Expense | 248.33 | |
| Material Expense | 7710.00 | |
| Total Expense | 8968.33 | |
| Program Revenue | 11277.00 | |
| Net | 2308.67 | |
| Cost Per Participant | 6.07 | |
| Cost Per Participant Hour | 2.57 | |

The Adult City League basketball program included 8 teams for the season. Each team played twice a week at Mountain View middle school. The season concluded on April 27. The Camilla Run took place on April 9 with over 300 runners attending. Registration has opened for Men's league softball.

April 2022 Board Reports.

Departments

454 Recreation

455 Care

456 Senior Center

457 Community School

474 Preschool

| 454- Recreation | |
|---------------------------------------|--------------------|
| Supervisory Staff Expense | \$695.75 |
| Recreation Coordinator | \$2,135.56 |
| Part Time Staff Expense | \$1,937.86 |
| Fringe | \$594.41 |
| program Expense | \$3,770.89 |
| Total Expense | \$6,668.99 |
| Revenue | \$7,799.91 |
| 455-Care | |
| Total Staff Expense | \$30,105.43 |
| Total Materials expense | \$4,095.46 |
| Total Expense | \$34,200.89 |
| Revenue | \$40,952 |
| 456-Senior Center | |
| Recreation Coordinator | \$347.87 |
| Senior Center Specialist | \$3,469.48 |
| Fringe | \$2,450.38 |
| Program & Utilities Expense | \$3,570.97 |
| Total Expense | \$9,838.70 |
| Program Revenue | \$18,686 |
| 457-Community School | |
| Supervisory Staff Expense | \$904.47 |
| Fringe | \$129.31 |
| program Expense | \$388.47 |
| Total Expense | \$1,225.57 |
| Program Revenue | \$9.09 |
| 474- Bonnie Benedict Preschool | |
| Total Staff Expense | \$4,445.19 |
| Materials Expense | \$492.73 |
| Total Expense | \$4,937.92 |
| Program Revenue | \$2,134.66 |
| | |

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

In April we received our 3rd installment of Oregon's Child Care Stabilization Grant. In total the Care program has received \$76,023 in grant funds.

These grant funds are intended to increase staff compensation, used as financial aid for childcare participants, and to purchase equipment as needed.

- Summer Care registration is open.
- Summer Kindergarten Readiness class is open for registration as well.

Senior Recreation Programming.

This month we have finally seen some movement on Senior Recreation programs. Starting in April the senior center is hosting the following activities:

Pool Cues, China Painters, Pinochle, Crafty Ladies and Gents, The Sawdust Club, Scrapbooking, Pinochle, Foot Clinic, Dominoes, The Elderberry Jam (Choir), and Meals on wheels program.

We expect this list to grow in the coming months.

Recreation and Community School Programming.

Gymnastics continues to show strong registration. 65 registered participants in the month of April and 69 registered for the month of May.

Special Services has been working with the Newberg School District to offer significant financial aid for Summer Enrichment programs for Children K-8. Details will become public in May but in anticipation of that financial aid opportunity, Special Services has scheduled 90 eligible class and camp opportunities.

Respectfully submitted by Matt Compton

Golf Activity April

| | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 22 vs 21 | % Diff |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|------------------|------------------|------------------|-------------------|-------------------|-----------------------|---------------|
| <i>Dry Days</i> | 7 | 11 | 9 | 19 | 13 | 15 | 18 | 8 | 10 | | | | | | |
| Starts by Category | | | | | | | | | | | | | | | |
| Resident | 777 | 479 | 549 | 509 | 659 | 614 | 724 | 475 | 439 | 637 | 623 | 942 | 746 | -196 | -20.8% |
| Non Resident | 1534 | 1294 | 1190 | 1326 | 1256 | 1238 | 1578 | 796 | 637 | 582 | 543 | 1581 | 838 | -743 | -47.0% |
| Group | 88 | 15 | 90 | 15 | 52 | 64 | 0 | 0 | 162 | 0 | 0 | 0 | 0 | 0 | 0.0% |
| League | 63 | 48 | 44 | 108 | 92 | 89 | 68 | 24 | 22 | 11 | 13 | 0 | 0 | 0 | 0.0% |
| Complimentry | 348 | 266 | 406 | 604 | 529 | 444 | 514 | 241 | 212 | 241 | 293 | 758 | 634 | -124 | -16.4% |
| Misc/Promotional | 476 | 820 | 411 | 351 | 706 | 964 | 1620 | 474 | 442 | 734 | 1076 | 1760 | 982 | -778 | -44.2% |
| Prepaid Online | | | | | | | | | | | | | | | |
| Total Starts | 3286 | 2922 | 2690 | 2913 | 3294 | 3413 | 4504 | 2010 | 1914 | 2238 | 2137 | 5041 | 3200 | -1841 | -36.5% |
| Revenue | | | | | | | | | | | | | | | |
| Green Fees | \$ 82,633 | \$ 62,254 | \$ 60,792 | \$ 62,224 | \$ 64,520 | \$ 69,454 | \$ 81,939 | \$ 57,330 | \$ 49,773 | \$ 46,671 | \$ 38,109 | \$ 87,520 | \$ 59,816 | \$ (27,704.00) | -31.7% |
| Driving Range | \$ 8,352 | \$ 10,777 | \$ 9,458 | \$ 9,559 | \$ 9,457 | \$ 9,981 | \$ 13,732 | \$ 9,315 | \$ 8,608 | \$ 9,428 | \$ 359 | \$ 15,725 | \$ 10,133 | \$ (5,592.00) | -35.6% |
| Rentals | \$ 18,769 | \$ 18,273 | \$ 15,624 | \$ 14,708 | \$ 16,446 | \$ 17,932 | \$ 37,734 | \$ 14,360 | \$ 15,694 | \$ 16,958 | \$ 14 | \$ 30,310 | \$ 18,437 | \$ (11,873.00) | -39.2% |
| Golf Shop | \$ 7,860 | \$ 7,827 | \$ 5,648 | \$ 6,288 | \$ 5,418 | \$ 6,533 | \$ 7,575 | \$ 4,068 | \$ 4,944 | \$ 5,128 | \$ 1,965 | \$ 10,813 | \$ 8,501 | \$ (2,312.00) | -21.4% |
| Snack Bar | \$ 14,180 | \$ 12,178 | \$ 10,886 | \$ 9,106 | \$ 10,759 | \$ 14,545 | \$ 18,457 | \$ 7,577 | \$ 6,809 | \$ 9,011 | \$ 179 | \$ 16,327 | \$ 10,732 | \$ (5,595.00) | -34.3% |
| Instruction | \$ 1,346 | \$ 679 | \$ 642 | \$ 960 | \$ - | \$ 1,531 | \$ 265 | \$ 90 | \$ 99 | \$ 295 | \$ - | \$ 1,145 | \$ 420 | \$ (725.00) | -63.3% |
| Miscellaneous | \$ 2,377 | \$ 1,722 | \$ 4,521 | \$ 2,987 | \$ 10,810 | \$ 5,798 | \$ 4,069 | \$ 3,482 | \$ 4,485 | \$ 5,314 | \$ 7,042 | \$ 40,821 | \$ 37,491 | \$ (3,330.00) | -8.2% |
| Total Revenue | \$ 135,517 | \$ 113,710 | \$ 107,571 | \$ 105,832 | \$ 117,410 | \$ 125,774 | \$ 163,771 | \$ 96,222 | \$ 90,412 | \$ 92,805 | \$ 47,668 | \$ 202,661 | \$ 145,530 | \$ (57,131.00) | -28.2% |
| \$ per Start | | | | | | | | | | | | | | | |
| Green Fees \$ per Start | \$ 25.15 | \$ 21.31 | \$ 22.60 | \$ 21.36 | \$ 19.59 | \$ 20.35 | \$ 18.19 | \$ 28.52 | \$ 26.00 | \$ 20.85 | \$ 17.83 | \$ 17.36 | \$ 18.69 | \$ 1.33 | 7.7% |
| Driving Range \$ per Start | \$ 2.54 | \$ 3.69 | \$ 3.52 | \$ 3.28 | \$ 2.87 | \$ 2.92 | \$ 3.05 | \$ 4.63 | \$ 4.50 | \$ 4.21 | \$ 0.17 | \$ 3.12 | \$ 3.17 | \$ 0.05 | 1.5% |
| Rentals \$ per Start | \$ 5.71 | \$ 6.25 | \$ 5.81 | \$ 5.05 | \$ 4.99 | \$ 5.25 | \$ 8.38 | \$ 7.14 | \$ 8.20 | \$ 7.58 | \$ 0.01 | \$ 6.01 | \$ 5.76 | \$ (0.25) | -4.2% |
| Golf Revenue \$ per Start | \$ 33.40 | \$ 31.25 | \$ 31.92 | \$ 29.69 | \$ 27.45 | \$ 28.53 | \$ 29.62 | \$ 40.30 | \$ 38.70 | \$ 32.64 | \$ 18.01 | \$ 26.49 | \$ 27.62 | \$ 1.13 | 4.3% |
| Golf Shop \$ per Start | \$ 2.39 | \$ 2.68 | \$ 2.10 | \$ 2.16 | \$ 1.64 | \$ 1.91 | \$ 1.68 | \$ 2.02 | \$ 2.58 | \$ 2.29 | \$ 0.92 | \$ 2.15 | \$ 2.66 | \$ 0.51 | 23.8% |
| Snack Bar \$ per Start | \$ 4.32 | \$ 4.17 | \$ 4.05 | \$ 3.13 | \$ 3.27 | \$ 4.26 | \$ 4.10 | \$ 3.77 | \$ 3.56 | \$ 4.03 | \$ 0.08 | \$ 3.24 | \$ 3.35 | \$ 0.11 | 3.5% |
| Concession Revenue | \$ 6.71 | \$ 6.85 | \$ 6.15 | \$ 5.28 | \$ 4.91 | \$ 6.18 | \$ 5.78 | \$ 5.79 | \$ 6.14 | \$ 6.32 | \$ 1.00 | \$ 5.38 | \$ 6.01 | \$ 0.63 | 11.6% |
| Total Revenue \$ per Start | \$ 41.24 | \$ 38.92 | \$ 39.99 | \$ 36.33 | \$ 35.64 | \$ 36.85 | \$ 36.36 | \$ 47.87 | \$ 47.24 | \$ 41.47 | \$ 22.31 | \$ 40.20 | \$ 45.48 | \$ 5.28 | 13.1% |

After one of the driest Aprils on record in 2021, we had one of the wettest on record in 2022. Numbers were still good considering that. Almost all revenues per start were up.

YTD through April

| | FY2011 | FY2012 | FY2013 | FY2014 | FY2015 | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | FY2021 | FY2022 | FY22 v FY21 | % Diff |
|-----------------------------------|------------------------|------------------------|------------------------|----------------------|------------------------|------------------------|----------------------|----------------------|--------|--------|--------|--------|-------------|--------|
| Dry Days | 8040 | 14074 | 14081 | 14088 | 14095 | 14102 | 14109 | | | | | | | |
| Starts by Category | | | | | | | | | | | | | | |
| Resident | 4904 | 3992 | 4390 | 5021 | 4291 | 5432 | 5004 | 5829 | | | | | | |
| Non Resident | 15849 | 11572 | 14452 | 12070 | 10928 | 11557 | 9142 | 8900 | | | | | | |
| Group | 2652 | 3117 | 2346 | 1708 | 2093 | 1791 | 1748 | 1211 | | | | | | |
| League | 659 | 462 | 534 | 495 | 502 | 470 | 329 | 327 | | | | | | |
| Complimentary | 2175 | 2404 | 2608 | 2586 | 2153 | 2511 | 1740 | 1747 | | | | | | |
| Misc/Promotional | 5133 | 6861 | 4167 | 3720 | 8135 | 7556 | 5039 | 7433 | | | | | | |
| Total Starts | 31372 | 28408 | 28497 | 25600 | 28102 | 29317 | 23002 | 25447 | | | | | | |
| Revenue | | | | | | | | | | | | | | |
| Green Fees | \$ 674,601.00 | \$ 629,014.00 | \$ 637,107.00 | \$ 529,296.00 | \$ 594,547.00 | \$ 582,508.73 | \$ 516,890.00 | \$ 527,899.00 | | | | | | |
| Driving Range | \$ 70,050.00 | \$ 58,905.00 | \$ 65,017.00 | \$ 55,191.00 | \$ 54,711.00 | \$ 59,418.00 | \$ 47,396.00 | \$ 52,294.00 | | | | | | |
| Rentals | \$ 210,021.00 | \$ 178,270.00 | \$ 180,463.00 | \$ 149,931.00 | \$ 156,384.00 | \$ 196,663.03 | \$ 158,382.41 | \$ 164,832.00 | | | | | | |
| Golf Shop | \$ 69,044.00 | \$ 62,331.00 | \$ 67,400.00 | \$ 56,980.00 | \$ 63,892.00 | \$ 49,939.82 | \$ 41,473.00 | \$ 49,379.00 | | | | | | |
| Snack Bar | \$ 153,149.00 | \$ 153,377.00 | \$ 123,435.00 | \$ 99,556.00 | \$ 115,344.00 | \$ 133,507.60 | \$ 100,026.00 | \$ 111,332.00 | | | | | | |
| Instruction | \$ 13,744.00 | \$ 12,314.00 | \$ 14,369.00 | \$ 12,923.00 | \$ 5,309.00 | \$ 2,384.00 | \$ 1,400.00 | \$ 4,069.00 | | | | | | |
| Miscellaneous | \$ 47,483.00 | \$ 44,059.00 | \$ 38,486.00 | \$ 7,486.00 | \$ 16,614.00 | \$ (6,526.94) | \$ 14,014.59 | \$ 23,951.00 | | | | | | |
| Total Revenue | \$ 1,236,092.00 | \$ 1,138,270.00 | \$ 1,126,287.00 | \$ 911,363.00 | \$ 1,006,801.00 | \$ 1,017,894.24 | \$ 879,782.00 | \$ 933,756.00 | | | | | | |
| \$ per Start | | | | | | | | | | | | | | |
| Green Fees \$ per Start | \$ 21.50 | \$ 22.14 | \$ 22.36 | \$ 20.68 | \$ 21.16 | \$ 19.87 | \$ 22.47 | \$ 20.75 | | | | | | |
| Driving Range \$ per Start | \$ 2.23 | \$ 2.07 | \$ 2.28 | \$ 2.16 | \$ 1.95 | \$ 2.03 | \$ 2.07 | \$ 2.06 | | | | | | |
| Rentals \$ per Start | \$ 6.69 | \$ 6.28 | \$ 6.33 | \$ 5.86 | \$ 5.56 | \$ 6.71 | \$ 6.89 | \$ 6.48 | | | | | | |
| Golf Revenue \$ per Start | \$ 30.43 | \$ 30.49 | \$ 30.97 | \$ 28.69 | \$ 28.67 | \$ 28.60 | \$ 31.43 | \$ 29.28 | | | | | | |
| Golf Shop | \$ 2.20 | \$ 2.19 | \$ 2.37 | \$ 2.23 | \$ 2.27 | \$ 1.70 | \$ 1.80 | \$ 1.94 | | | | | | |
| Snack Bar | \$ 4.88 | \$ 5.40 | \$ 4.33 | \$ 3.89 | \$ 4.10 | \$ 4.55 | \$ 4.35 | \$ 4.38 | | | | | | |
| Concession Revenue | \$ 7.08 | \$ 7.59 | \$ 6.70 | \$ 6.11 | \$ 6.38 | \$ 6.26 | \$ 6.15 | \$ 6.32 | | | | | | |
| Total Revenue \$ per Start | \$ 39.46 | \$ 40.07 | \$ 39.52 | \$ 35.60 | \$ 35.83 | \$ 34.72 | \$ 38.25 | \$ 36.69 | | | | | | |

2021 Winter/spring was mild and dry. This winter/spring has been opposite. We have been very busy on nice days but there just haven't been that many of them. Overall, dollars per round are up. Also, the amount of people using the driving range compared to pre Covid is staggering. Many more people taking up the game, even if they're not ready to go out on the golf course and play a round.

Enough Already!!!

① Diane is a motor mouth.

We cannot hear the teachers due to her non-stop yacking in the

9:15 water x classes, ~~esp Karen's.~~

② Robin is a motor mouth with Emily.

③ PLEASE get Diane to move to ~~the stair entrance~~ the stair entrance away from

Linda, Mae & Kathleen. They are otherwise polite.

④ Evening water x classes:
The fat blonde from Sherwood and her friend with grey hair & bangs are motor mouths.

Subject: Form submission from: Contact Us

Date: Monday, May 9, 2022 at 3:51:38 PM Pacific Daylight Time

From: DontReply

To: Kat Ricker

Submitted on Monday, May 9, 2022 - 3:51pm

Submitted by anonymous user: 50.39.152.244

Submitted values are:

First Name John

Last Name Bowman

Email jdjkbows@aol.com

Question/Comment

I live behind Tom Gail Park and are wondering why it hasn't been mowed in almost a month. It is a total weed/dandelion patch. Kids have soccer practice and play there among the weeds. It looks terrible. Our parks reflect our community. Thank you and I appreciate someone looking into this matter.

The results of this submission may be viewed at:

<https://www.cprdnewberg.org/node/7/submission/4153>

Subject: Re: Tom Gail Park query
Date: Tuesday, May 10, 2022 at 9:46:45 PM Pacific Daylight Time
From: jdjkbows@aol.com
To: Kat Ricker

Thanks so much for your quick response. It got mowed today and looks so much better. It was definitely well used today.

John Bowman

-----Original Message-----

From: Kat Ricker <kricker@cprdnewberg.org>
To: jdjkbows@aol.com <jdjkbows@aol.com>
Cc: Casey Creighton <ccreighton@cprdnewberg.org>
Sent: Tue, May 10, 2022 10:31 am
Subject: Tom Gail Park query

Hello John,

Thank you for contacting us with your concerns about the grass at Tom Gail Park. We take your concerns seriously and we take pride in our parks. April was the wettest on record, and the saturation of the ground has affected our regular maintenance routines. While normally Yamhill County would mow this park, they do not possess the equipment for such saturated ground conditions. We are mowing it now with our equipment, but this will still cause some disturbance to the ground, so please be aware of this. Once conditions dry out a bit, we should be able to resume more typical maintenance.

We are glad that you use the park and hope that you enjoy it all spring and summer long.

--

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

Re: Concerned Public

Kat Ricker <kricker@cprdnewberg.org>

Fri 5/13/2022 10:30 AM

To: Hailey Goldammer <hgoldammer@cprdnewberg.org>; Julie Petersen <jpetersen@cprdnewberg.org>

Hello Hailey, Also be sure to copy me, as I need to collect these for our correspondence record. Thanks Julie for responding to these.

--

Kat Ricker

Public Information Director

Chehalem Park & Recreation District

125 S. Elliott Road

Newberg, OR 97132

971.832.4222 [cprdnewberg](#) | [Instagram](#) | [Facebook](#)

From: Hailey Goldammer <hgoldammer@cprdnewberg.org>

Date: Thursday, May 12, 2022 at 8:45 PM

To: Julie Petersen <jpetersen@cprdnewberg.org>, "Kricker@cprdnewberg.org" <kricker@cprdnewberg.org>

Subject: Re: Concerned Public

Will do, thank you.

From: Julie Petersen <jpetersen@cprdnewberg.org>

Sent: Thursday, May 12, 2022 9:28 AM

To: Hailey Goldammer <hgoldammer@cprdnewberg.org>; Kat Ricker <kricker@cprdnewberg.org>

Subject: RE: Concerned Public

Hi Hailey!

Thanks for the email. Please forward all communication regarding youth sport contractors to me, I will be the one personally responding to each inquiry.

Thanks!

Julie

From: Hailey Goldammer <hgoldammer@cprdnewberg.org>

Sent: Wednesday, May 11, 2022 10:49 PM

To: Julie Petersen <jpetersen@cprdnewberg.org>; Kat Ricker <kricker@cprdnewberg.org>

Subject: Concerned Public

Hi,

I just wanted to ask who I should be directing the public to when they called to complain that we are using Dave Brown as a coach for CPRD Summer camps. We have had a few phone calls about it and parent's letting me know that they will not be using CPRD activities for their kids as long as he is a part of team.

I wanted to make sure they were heard but would also like to know who to send to.

Thanks,
Hailey

FW: Leash and dog waste law...

Kat Ricker <kricker@cprdnewberg.org>

Mon 4/25/2022 9:08 AM

To: Kevfishin@msn.com <Kevfishin@msn.com>

Cc: Don Clements <dclements@cprdnewberg.org>; Casey Creighton <ccreighton@cprdnewberg.org>

Dear Kevin,

Thank you for contacting CPRD with your concerns. Your message has been received and we take your concerns seriously.

From: Kevin Crow <Kevfishin@msn.com>

Date: April 23, 2022 at 7:41:29 PM PDT

To: Casey Creighton <ccreighton@cprdnewberg.org>

Cc: Don Clements <dclements@cprdnewberg.org>

Subject: Leash and dog waste law...

To whom it may concern,

Several months ago, I sent an email expressing concerns over the condition of Falcon Crest Park in Dundee.

I want to say thank you for restoring the play area and cleaning up the open space as requested. However, with that email, I also requested better signage for the dog leash and waste law. We haven't gotten that request fulfilled yet. There is only one sign that is not in an easily noticeable location. People continue to allow their dogs off leash and do not pick up animals' waste, leaving it all over the park. Children and adults alike are constantly subjected to stepping or playing in dog droppings. It's a health hazard not only for people but other dogs that are in the park that obey the laws. It's a constant battle that is undesirable and unsanitary for all.

I have included photos of the two park entrances and the actual location of the signage, (that is deteriorating by the way).

I encourage you to send someone out to the park to better understand the situation visually and in person.

Kind regards,

Falcon Crest resident,

Kevin Crow



--

Kat Ricker

Public Information Director

Chehalem Park & Recreation District

125 S. Elliott Road

Newberg, OR 97132

971.832.4222 [cprdnewberg](#) | [Instagram](#) | [Facebook](#)



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

Doug Rux
Newberg City Hall
414 E. First Street
Newberg, OR 97132

May 3, 2022

RE: Chehalem Park & Recreation District Request to Waive Permit Fees

Dear Newberg City Council:

Chehalem Park & Recreation District (CPRD) would like to formally request that the City Council of Newberg waive all permitting fees associated with the development of the proposed Newberg-Dundee Bypass Trail.

In 2021, CPRD, together with the City of Newberg, applied for a Communities Pathway Grant through ODOT, on the basis that this trail would safely connect the proposed Riverfront District to schools, employment centers, civic areas and parks. ODOT has calculated a TDI score of 1.4068, reflecting that adjacent neighborhoods have relatively high numbers of disabled people and low-income families; this path will provide active transportation connectivity that is not currently available. The path alignment is direct and the setting has attractive elements to safely activate the path with recreational users as well.

Phase I of the Newberg Dundee Bypass Trail will stretch 7,300 Linear Feet, from Highway 219 to S. River Road. On the east, the trail will use existing sidewalk which lies on the east side of Industrial Parkway for pedestrians and use sharrows painted on Industrial Parkway for cyclists. It will enter the existing 14-foot wide ODOT service road at the terminus of Industrial Ave. through bollards (replacing the existing gate). Some grading and fill onto the slope on the east edge of the Hess Creek floodplain (west of the ODOT storm water facilities) will provide access to the proposed 570 LF Hess Creek bridge. Similar grading and fill will connect the west bridge abutment to climb the west slope above the floodplain to connect to the existing 12-foot concrete path that begins at the intersection of S Wynooski Street and S 11th Street. The path then continues to S. River Street. A 450 LF extension from the existing terminus including a rail crossing to the intersection with E. 14th Street will be coordinated with Newberg to complete Phase 1; the extension will require a rail crossing permit.



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

The 7,300 LF path project will connect existing pedestrian-friendly elements of the Newberg-Dundee Bypass (12-foot concrete path and 14-foot service road meeting ADA) to an existing 9,800 LF continuous network of sidewalks and bike lanes east of Highway 219, to create a safe and attractive community path that will improve livability by linking south Newberg to the Springbrook area. The net result will be a functional and attractive path over three miles long.

Sincerely,

A handwritten signature in black ink, appearing to read "Don Clements". The signature is fluid and cursive, with a large initial "D" and "C".

Don Clements
District Superintendent
Chehalem Park & Recreation District

Don Clements

From: Linda Cox <lindacoxproperties@gmail.com>
Sent: Friday, May 13, 2022 3:58 PM
To: Don Clements
Subject: Newberg Grad Night Need
Attachments: Newberg Grad Night Donation Request.pdf

Great to talk to you just now! A BIG THANK YOU for anything you can do to help the Grad Night Committee reach their goal.

As you know, this is an AWESOME event that provides a totally Drug Free and Alcohol Free event for our graduating seniors. And it is super fun and memorable. It just takes bucks to coordinate.

The group is about \$4,000 short of their goal. Anything you can do would be greatly appreciated. 😊😊

Linda Cox
Broker
Coldwell Banker Professional Group
616 East First Street
Newberg, Or 97132
Cell: 503-537-8071
LindaCoxProperties@gmail.com

Newberg High School
GRAD NIGHT 2022
PO Box 1163
Newberg, OR 97132



Dear Community Member,

If you haven't already heard, the parents of the Newberg High School seniors are busy organizing and fundraising for the annual drug and alcohol free all-night Grad Party for the Class of 2022. The purpose of this event is to keep our graduates safe the night of their graduation; a night that statistically is one of the most dangerous nights in a young adult's life.

This year's graduating class boasts more than 300 students and our goal is to raise money to make it possible for every graduate to attend this event. Therefore, we are reaching out to our local community, to ask for your support.

We hope you can support Grad Night by donating. As a thank you for your generous donation, we will recognize you on our Facebook and Instagram pages, in our monthly email to all senior parents and include your business with all of our sponsors at the Grad Night Party.

Grad Night 2022 is 501c3 non-profit organization, Tax ID # 93-0998250, and therefore, all donations are tax deductible. If you have any questions or require any additional information, please contact us at nhsgradnight@gmail.com. Thank you for your commitment to the youth of our community.

Sincerely,

Newberg Grad Night Committee 2022

**This event is not sanctioned by Newberg High School or the Newberg School District. We rely 100% on community contributions, fundraisers and Grad Night ticket sales.

NHS GRAD NIGHT 2022
Community Donation



Donor Contact: _____

Donor Business: _____

Address: _____

Email: _____ Phone: _____

We would like to donate:

- \$250 \$500 \$1,000 \$1,500 \$2,500

Other: \$ _____

Please make checks payable to:
NHS Graduation Party
PO Box 1163, Newberg, OR 97132

Pay by Venmo:



Pay by Square:



**Email nhsgradnight@gmail.com if you want to arrange for us to pick up your donation.

Thank you...

for supporting Newberg Grad Night!

Your donation is tax-deductible and will directly benefit the graduating seniors of the Newberg Class of 2022 safe and sober Grad Night. NHS Grad Night is a 501c3 nonprofit, Tax ID # 90998250.

(Retain bottom portion of this form for your records)

(Keep this portion for your tax records)

Newberg Grad Night Donation Receipt

Date: _____

Business Name: _____

Tax Year: _____

Tax ID # 90998250

Total Receipt Value: \$ _____

NHS Grad Night
PO Box 1163
Newberg, OR 97132

84

Sander Estate

Donor Advised

Description of Development "Project" needed Scott/Edwards Architecture

Foundation has received ALL Cash; does Sander retain ownership? Long Term Goal?

Need description of each activity Purpose,

And, if there is to be no further disbursements for any item, what is the future intent of the money?

*Need to know what
done w/ Surplus in
finished projects*

| | | |
|---------------------------------------|--|--|
| Camp Recreation | No activity | Cash \$ 1,667.50 @ Year End Donor Advised? |
| Tualatin Valley Youth Football League | Square Deposit 4/19? Need information U.S. Bank FB purchase? Need information | Donation \$ 4,761.00 9/21 from Fundraiser? Were Fundraiser prizes all cash this year? Why was Lisa Thomas paid only # 100.00? Cash \$ 2,179.65 @ Year End Donor Advised? |
| Lacrosse | No activity | Cash \$ 1,604.37 @ Year End |
| Cam Run (Camelia Run) | Paid \$ 500.00 to Andervold, LLC? | Cash \$ 0.00 @ Year End Closed Account? |
| Rotary | No activity | Cash \$ 8,951.00 @ Year End Donor Advised? |
| Bounce House | No activity | Cash \$ 1,500.00 @ Year End Donor Advised? |
| New Pool | No activity | Cash \$142,947.78 @ Year End Donor Advised? |
| St Mich Playground | No activity | Cash \$ 1,914.05 @ Year End Donor Advised? |
| Disc Golf | No activity | Cash \$ 2,377.79 @ Year End Donor Advised? |
| Pool Scholarship | No activity | Cash \$ 10,000.00 @ Year End Donor Advised? |

| | | |
|--------------------------|---|---|
| O'Neal Memorial | No activity | Cash \$ 400.00 @ Year End Donor Advised? |
| Memorial Tree | No activity | Cash \$ 172.00 @ Year End Donor Advised? |
| Harn Bench | No activity | Cash \$ 205.00 @ Year End Donor Advised? |
| PK/Care | No activity | Cash \$ 1,000.00 @ Year End Donor Advised? |
| Yamhellas Westside Trail | \$ 15,000.00 Passthru to CPRD | Cash \$ 0.00 @ Year End |
| Tech Soup | What is \$ 29.60 per month for? Why extra \$ 9.40 in May? Why 13 months paid for during 2021? Need name of Donor for 3 \$ 100.00 donations and Explanation of "Clements tech" | |

I understand your use of acronyms/abbreviations but I need to have full title and an understanding of the item purpose/description of activity

| | |
|-------------|--|
| Unallocated | Cash \$ 64,624.24 @ Year End Appears to be unrestricted money used for Administrative Expenses and Miscellaneous Expenses |
|-------------|--|

| 2022 | Date Clear | Date | Check | Payee | Reason | Deposit/with | 43309.40 | 1667.50 | 16681.54 | 1604.37 | 0.00 | 8951.00 |
|------|------------|-----------|-------|-----------------|--------------------|--------------|----------|----------|----------|----------|---------|---------|
| | | | | | BEGINNING | 297275.85 | Saunders | Camp Rec | TVYFL | Lacrosse | cam run | Rotary |
| | | 1/3/2022 | | Clements | Donation | 100.00 | | | | | | |
| | 1.24.22 | 1/19/2022 | 187 | R. Michael Marr | Accountant | -2775.00 | | | | | | |
| | | 1/31/2022 | | Clements | Donation | 100.00 | | | | | | |
| | | 1/31/2022 | | | Interest | 1.25 | | | | | | |
| | | | | | Techsoup/Mailing | | | | | | | |
| | 1.31.22 | 1/19/2022 | 188 | US Bank | tax forms | -28.26 | | | | | | |
| | 2.28.22 | 2/16/2022 | 189 | Corp Division | 2022 annual report | -50.00 | | | | | | |
| | 2.28.22 | 2/18/2022 | 190 | US Bank | techsoup | -25.00 | | | | | | |
| | | 2/28/2022 | | | Interest | 1.13 | | | | | | |
| | | 3/2/2022 | | Clements | Donation | 100.00 | | | | | | |
| | | 3/2/2022 | 191 | CPRD- Sander | reimb. Dundee SDC | -12850.00 | -12850 | | | | | |
| | | 3/16/2022 | 192 | US Bank | TECHSOUP | -26.80 | | | | | | |
| | | 3/30/2022 | | Clements | Donation | 100.00 | | | | | | |
| | | 3/31/2022 | | | interest | 1.21 | | | | | | |
| | 4.21.22 | 4/13/2022 | 193 | US Bank | Techsoup | -25.90 | | | | | | |
| | | 4/26/2022 | | Clements | Donation | 100.00 | | | | | | |
| | | | | | Interest | 1.15 | | | | | | |
| | | 5/18/2022 | 194 | US Bank | Techsoup | -25.90 | | | | | | |
| | | | | | | 281973.73 | | | | | | |

| | | | | | | | | | | | | |
|----------|-----------|-------------|-----------|------------|-----------|----------|----------|-------------|-------------|---------|-----------|------|
| 1500.00 | 142947.78 | 1914.05 | 2377.79 | 10000.00 | 400.00 | 15.38 | 172.00 | 205.00 | 64624.24 | 1000.00 | 905.80 | 0.00 |
| bounce h | new pool | st mich pla | disc golf | pool schol | oneal mem | Interest | mem tree | harrn bencl | unallocated | PK/CARE | TECH SOUP | |
| | | | | | | | | | | | | |
| | | | | | | | | | -2775 | | 100 | |
| | | | | | | 1.25 | | | | | 100 | |
| | | | | | | | | | -2.36 | | -25.9 | |
| | | | | | | | | | -50 | | | |
| | | | | | | 1.13 | | | | | -25 | |
| | | | | | | | | | | | 100 | |
| | | | | | | | | | | | -26.8 | |
| | | | | | | | | | | | 100 | |
| | | | | | | 1.21 | | | | | -25.9 | |
| | | | | | | | | | | | 100 | |
| | | | | | | 1.15 | | | | | -25.9 | |

