

**AGENDA**  
**CHEHALEM PARK AND RECREATION DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**CHEHALEM ADMINISTRATION OFFICE**  
**125 S. ELLIOTT ROAD NEWBERG, OREGON**  
**SEPTEMBER 28, 2023 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 August 24, 2023 & September 7, 2023
  - B. Approval of Bills Payable
  - C. Approval of Financials
- V. Public Participation**
  - A. Don Loving
  - B. Brain Bowman
  - C. Mike Kringlen
  - D. Others not on Agenda
- VI. Action Items/Committee Reports/Board Comments**
  - A. Approval of Policy and Guidelines for Public Comments
  - B. District Legal Services Request for Proposals
  - C. Work Session to Discuss District Strategic Goals
  - D. Reports and Comments from Board Members
- VII. Old Business**
  - A. Updates on Projects and Questions
  - B. Pickle ball, Trails, Golf Course Advisory Committee Report & Update
  - C. Update Paddle Launch Dundee
- VIII. From the Superintendent's Desk**
  - A. Superintendent's Report
  - B. Staff Reports
- IX. Correspondence**
  - A. Citizens' Comments/Evaluations
  - B. Miscellaneous Info
- X. Adjournment**

**Next regular Board meeting is October 26, 2023.**

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

**Webinar ID: 892 0957 2170 Passcode 313753**

Brief Foundation Meeting at end of Board Meeting.

1. Review and approval of 2022 taxes for foundation.

**SDC FUND SUMMARY**

<b><u>DESCRIPTION</u></b>	<b><u>AS OF 8/31/22-23</u></b>	<b><u>AS OF 8/31/23-24</u></b>	<b><u>DIFFERENCE</u></b>
BEGINNING BALANCE	\$ 3,890,319.32	\$ 4,694,857.37	\$ 804,538.05
INTEREST	\$ 7,721.38	\$ 28,079.35	\$ 20,357.97
CITY OF NEWBERG	\$ 165,466.18	\$ 0.00	\$ <165,466.18>
CITY OF DUNDEE	\$ 2,856.70	\$ 0.00	\$ <2,856.70>
COUNTY OF YAMHILL	\$ 14,792.30	\$ 7,626.86	\$ <7,165.44>
TRANSFERRED IN	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL REVENUE</b>	<b>\$ 4,081,155.88</b>	<b>\$ 4,730,563.58</b>	<b>\$ 649,407.70</b>
<b>TOTAL EXPENDITURE</b>	<b>\$ 192,667.99</b>	<b>\$ 223,044.24</b>	<b>\$ 30,376.25</b>
<b><u>BALANCE</u></b>	<b><u>\$ 3,888,487.89</u></b>	<b><u>\$ 4,507,519.34</u></b>	<b><u>\$ 619,931.45</u></b>

**RECOMMENDATION:** Approve August 2023 Financials as submitted.

**V. PUBLIC PARTICIPATION**

- A. Don Loving – Requested to address the Board
- B. Brian Bowman – Requested to address the Board
- C. Mike Kringlen – Requested to address the Board. Please see pages (53-55)
- D. Others not on Agenda

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

- A. Approval of Policy and Guidelines for Public Comments– Please see pages (56-57) for information.

**RECOMMENDATION:** Approve as submitted

- B. District Legal Service RFQ – Please see Pages (58-61) for RFP.
- C. District Strategic Goals – Please see Pages (62-63). Will discuss at meeting. Set your calendar for October 19, 2023 6 pm at 125 S. Elliott Road Administrative Building.
- D. Reports and Comments from Board Members - Given at meeting

**VII. OLD BUSINESS**

- A. Update on Projects and Operation - Will discuss at meeting. Please see page (64-88).
- B. Pickle Ball, Golf Course, Trail Advisory Committees – Please see pages (89-103).
- C. Update Paddle Launch – Will give at meeting.

**VIII. FROM THE SUPERINTENDENTS DESK**

- A. Superintendent Report – Will give report at meeting.
- B. Staff Reports – Please see pages (104-115).

**IX. CORRESPONDENCE**

- A. Citizens Comments/Evaluations – Please see Page (116-312)
- B. Miscellaneous Information – Please see page (313-394).

**X. ADJOURNMENT**

Next Regular Board Meeting October 26, 2023

**Foundation Meeting**

**1. Review of Taxes for Foundation 2022 – Please see Pages (395-446).**

**Recommendation: Approve Material as Presented.**

**To: Board of Directors**  
**From: Superintendent**  
**Date: September 20, 2023**  
**Re: Background information for September 28, 2023 Board Meeting**

Number corresponds to Agenda Item

**II. ROLL CALL – We need 3 present for the meeting. Please call if you cannot attend. Please see page 4 for index for page numbers**

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

**IV. APPROVAL OF CONSENT AGENDA**

A. Approval of Board Meeting Minutes – Please see pages (5-15) for Regular Meeting Minutes of August 24, 2023 and Work Session of September 7, 2023.

**RECOMMENDATION:** Approval of Regular Board Meeting Minutes for August 24, 2023 and Work Session for September 7, 2023.

B. Approval of Bills Payable – See page (16-17). General Fund \$1,179,693.13, SDC FUND \$22,148.75, LOAN SERVICE FUND \$0.00, POOL BOND \$0.00, FOUNDATION \$65.40

**RECOMMENDATION:** APPROVAL OF BILLS PAYABLE.

C. Approval of Financial – Please see page (18-52). The current debt is for the golf course, fitness center and pool bond. Last year we paid for the property purchased on 219. We are allowed about \$92,400,000.00 in debt. As of 6/30/2022, we have \$22,070,000 outstanding long-term debt obligations. We refinanced the loans for the golf course, property and combined them with the loan for the pool and fitness center to save money. Currently we have two loans and one bond. Please note the general fund in previous years had transferred the money to pay for debt to the Loan Service Fund. We are now paying debt out of the SDC fund.

**GENERAL FUND SUMMARY**

<b><u>DESCRIPTION</u></b>	<b><u>AS OF 8/31/22-23</u></b>	<b><u>AS OF 8/31/23-24</u></b>	<b><u>DIFFERENCE</u></b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,331,128.55</b>	<b>\$ 1,763,730.64</b>	<b>\$ 432,602.09</b>
TOTAL OPERATION EX.	\$ 1,242,460.91	\$ 1,490,339.71	\$ 247,878.80
TOTAL CAP/AQ/DEV/TRS	\$ 88,667.64	\$ 273,390.93	\$ 184,723.29
<b>TOTAL REVENUE</b>	<b>\$ 6,858,602.43</b>	<b>\$ 7,214,740.13</b>	<b>\$ 356,137.70</b>
TOTAL TAXES	\$ 32,223.26	\$ 58,590.33	\$ 26,367.07
TOTAL FEES & CHARGES	\$ 891,790.48	\$ 1,003,463.83	\$ 111,673.35
TOTAL OTHER REVENUE	\$ 13,662.86	\$ 45,752.38	\$ 32,089.52
BEGINNING BALANCE	\$ 5,920,925.83	\$ 6,106,933.59	\$ 186,007.76
<b><u>BALANCE</u></b>	<b><u>\$ 5,527,473.88</u></b>	<b><u>\$ 5,451,009.49</u></b>	<b><u>\$ &lt;76,464.39&gt;</u></b>

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CHEHALEM PARK AND RECREATION DISTRICT  
REGULAR BOARD MEETING  
CPRD Administration Office  
125 S. Elliott Road  
August 24, 2023  
**MINUTES**

I. Matt Smith called the meeting to order 6:00 p.m.

II. Roll Call

Board members:

Matt Smith  
Jason Fields  
Gayle Bizeau  
Jim McMaster  
Lisa Rogers

CPRD Staff:

Don Clements, Superintendent  
Richard Cornwell, IT Specialist (remote Zoom operator)  
Casey Creighton, Assistant Superintendent  
Julie Petersen, Special Services Supervisor/Recreation Supervisor  
Kat Ricker, Public Information Director  
R. Scott Robinson, Golf Course Coordinator/Supervisor  
Kellan Sasken, Special Services/Golf Director  
Heidi Smith, Administrative Coordinator (remote)  
Bryan Stewart, Basic Services Supervisor/Park and Facilities Supervisor

Public:

Charra Lebeda  
Lauren Pfeiffer  
Art Gregory  
Corrie Venegas  
Kena Ramsey  
Mike Kringlen  
Tim Miller  
Larry Stock  
Bob Travers  
Nancy Jones  
Lucy Franklin  
Anne Dufay  
Cricket Dixon  
Heather Keller  
Gary Kapp

Jacob Browning  
Casey Franklin  
Bob Freshman  
Ted Jones  
Julia Kightly  
John Kirle  
Russ Johnson  
Brian Bowman  
Matt Dolphin  
Tom Hammer  
Bob Oleson  
Steve Paulson  
Jim Talt  
Ryann Reinhofer  
Hunter Wylie

III. Approval of agenda - no vote taken

IV. Approval of consent agenda

- a. Approval of minutes of regular Board meeting July 11 and reconvened July 14, 2023
- b. Approval of bills payable
- c. Approval of financials  
Moved Lisa Rogers  
Second Jason Fields  
Passed unanimously

V. Public participation

- a. Jim Talt spoke about Ewing Young Park and requested prioritizing three things for the park: public restrooms instead of chemical portable toilets, graded and paved parking area, and family picnic in grove area. He said parents had expressed concerns about the safety of the chemical toilets and the danger of young children falling into them.
- b. Ryann Reinhofer made presentation advocating for equestrian trail users and opposing mountain bike users at Bob and Crystal Rilee Park trails (see packet). Discussion on terms of land transaction.
- c. Hunter Wylie presented the idea that CPRD construct and operate a year-round, multiple court, fee-based, covered, lighted, public pickleball facility, with estimated construction of \$4.2-million to \$5.2-million.
- d. Others not on agenda  
Sheryl Greiner spoke on personal impact that pickleball has had on her life. Tom Hammer spoke against CPRD's interest in the proposed Yamhelas Westsider Trail. Hammer said that CPRD had issued a letter expressing interest in it and he requested that CPRD put formally on file with County

their disinterest.

Brian Bowman offered to respond to any questions about mountain biking at Rilee Park that the Board might have. Fields asked if it was the only place that they had to practice; Bowman said it was on Thursday evenings. Bizeau asked what percentage of team was Newberg residents; Bowman said it was low but the team is growing and it is going well on the CPRD trails.

Rebecca Wallis asked if riding on the trails affects the terrain of the trail for horses.

Bowman said that the photographs that Reinhofer had presented showing bike tracks on west side did not appear to be mountain bikes but appeared to be electric/motorized-bike tracks.

Lucy Franklin said horses and bikes do not mix on trails.

Lauren Pfeiffer said bikes can make trails unusable for horses, and that obstacles had been built on east side (for bikes), and that the east side was better for horses than the west side.

Keena Ramsey said she had taken photographs that Reinhofer had presented showing bike tracks on west side.

Heather Keller said she had run into bikers on west side frequently, who are going fast and wearing headphones.

Cricket Dixon said in England there are separate trails for horses and bikes, so this problem was not just in Newberg.

John Kirke has many horses who need exercised. He lost a friend when a horse got spooked.

Shane Nelson from Lake Oswego, 80-acre landowner north of the park, is constructing an equestrian facility and offered CPRD maintenance resources such as tractors, labor, volunteers with the idea of supporting continued equestrian use of trails and not if that usage changes.

(First name unclear) Powell moved there with understanding that that was a place to take horses, and it seems that other people are coming in and changing things, and emphasized how important this is to veterans.

Matt Dolphin a new member of Newberg Equestrian Trails and believes their formal stance is promoting equestrian trails and is also for bike trails. As a member of Chehalem Heritage Trails, the committee decided to recommend splitting the park with horses getting 2/3 of park. If we shut out all bikes, it is possible that there still may be a few bad actors still biking on west side trails.

VI. Action items/committee reports/Board comments

- a. Approval of policy and guidelines for public comments - Jim McMaster said there has been so much interest from public in participating in board meetings, Lisa Rogers added, this is a normal structure, to limit public speaking time to three minutes, and helps the president maintain order. Matt Smith said in keeping with his reading of Board rules, he has been having people state name and address, which is standard, and if there is

technological component, then submit one week prior to meeting. Public input is supposed to be for nonagenda items, a standalone time for statement, not crosstalk with Board or each other.

Jason Fields said he was happy that everybody was here and so interested in CPRD and we may ask questions from time to time.

Smith reviewed the purpose and process of citizen advisory committees, and emphasized that they, nor the Board, were to manage staff or attempt to direct staff.

~~Smith directed staff to write out in bullet points; this will be included for approval at next meeting.~~

- b. Discussion of CPRD project priorities - McMaster proposed scheduling a work session in September or October. He and Fields will meet with staff to gather list of capital projects, which are underway, budgets and grants, etc. Don Clements said he had asked Scott at Willamette Valley Council of Governments (WVCOG) to facilitate this meeting and he had agreed; staff will schedule this. Clements will contact facilitator. Clements reviewed the list of projects and costs (See packet). Board agreed;
- c. Discussion of potential "joint" meeting with policymakers from other governmental agencies TBD in October/November. Clements recommended using Scott from COG to facilitate that as well. Fields said he wants to meet in order to find out what City and County (agencies) projects are, so that we can work together. Clements said Chehalem Valley Future Focus meets monthly and does discuss projects. Fields cited developing 90-acres as an example (proposed campground); he said that the City is also interested in developing property there, and if we worked with City and County officials, we might be able to get some things accomplished. Discussion, updates on past communication. The Board directed Clements to contact WVCOG to schedule the interagency "joint" meeting.

Clements recommended that these groups co-sponsor a scientific survey of community needs and wants. Fields said he wants to change the culture of how we work with City and County officials, and not to ask for anything, but instead to listen and work together.

McMaster directed Clements to share with the Board the last community survey that had been done.

- d. Discussion on CPRD legal counsel, attorney John Bridges - Matt Smith said there is no written contract with current counsel, and therefore it would be prudent to put out an RFP to see who is out there, for an official contract. Lisa Rogers asked what the issue was. Smith said we should have a contract. Rogers said she wasn't sure why we were going through this exercise unless counsel had represented us inappropriately. McMaster said she had a point. Fields said if we were going to discuss this, this wasn't the correct forum for that. Rogers said that it was the



right forum for this discussion. Rogers said unless we looking at all contracts on a schedule, then she saw no reason to pick this one contract out. Clements said the attorney was not on retainer but instead a verbal agreement and counsel bills CPRD for hours as they go; long ago, the Board had agreed not to contact the attorney; the attorney would come to the Board if requested; otherwise they would work with staff. Clements praised response time and performance of current counsel. McMaster recommended entering into a contract with current counsel. Smith said he would like to see rates and terms shopped, to make sure it was tailored to our needs.

**MOTION Fields moved to (have staff) issue an RFP for legal services by the next Board meeting.**

**Moved Jason Fields**

**Second Gayle Bizeau**

**Passed 4 - 1**

**Yes - Smith, Fields, Bizeau, McMaster**

**No - Rogers**

e. Reports and comments from Board members

**MOTION - Lisa Rogers made a motion to direct staff to contract a professional to conduct a feasibility study in order to determine whether to build a pickleball facility and where to build it, within property that we own.**

Discussion: McMaster said we have \$400,000 but we do not have \$4 million. Clements described prospects for building various courts around the District; he said he had discussed with GFU the potential of building six pickleball courts on their property, that two courts will be built on Renne Field, and probably four to six courts in Dundee at some point. Clements also said six to eight courts would be built by a developer near Schaad Park within next eight to ten years.

Rogers said the committee wants its own facility. Bizeau said she was torn because she wanted the facility, but this feels premature because it probably wouldn't be built for a long time.

McMaster said he wants to move ahead with what is in budget in order to build courts now.

Rogers asked those present their opinions. Greiner said more courts are very needed, but she was concerned about sound at Renne Field. Bob Travers said two wouldn't be enough; six or eight would be better, and recommended locating in Jaquith Park (Fields responded that limited parking is an issue there).

**Moved Rogers**  
**Second Fields**  
**Motion passed unanimously.**

Matt Smith said that wants Bob and Crystal Rilee Park on the agenda for Board discussion at the next meeting, in light of tonight's discussion.

Jim McMaster said the recent SDAO Board training workshop that he had attended was an eye opener, and he provided packets from it to the rest of the Board. McMaster gave Travers floor to talk about upcoming Summerfest at Memorial Park, hosted by his Rotary Club. McMaster said Sept. 16th was dedication ceremony for sculpture installation outside Chehalem Cultural Center, another Rotary project.

Jason Fields said it is important that we listen to people talking about Rilee Park and it is important to find another place for bikes, and to remove them from Rilee Park, and also to discuss the masterplan, because depending on the next meeting, it was possible that the entire thing could be changed. He asked Clements if he had any other places where bike riding would be possible; Clements said yes but was not prepared to identify them.

Discussion on masterplan process update: NV5 had created three concepts and these would be brought before a focus group soon.

**MOTION - Jason Fields made a motion that CPRD have the contractor put together a masterplan concept that does not have bikes on trails.**

Moved Fields  
Motion died for lack of a second.

Gayle Bizeau agreed that she would like to see this option. Casey Creighton gave an update on the focus group scheduled to meet Sept. 12 to review three masterplan concepts. McMaster said he would like to know the full scope of what's being presented. Fields said that he would like to see an option with no bikes so that we could see the cost of that option as well. Clements said a cost estimate would be provided at the end. Smith reiterated that the park this would be discussed at next Board meeting and said there would be more information then.

**VII. Old business/project updates**

a. Casey Creighton gave project updates, including that he withdrew the LUBA appeal concerning Ewing Young Park. Creighton read a letter from mayor Bill Rosacker which offered cooperation in general.

b. Citizen advisory committee updates

1. Pickleball committee - No further comments

2. Trails committee - Quentin Comus praised the Board's decision on the Ewing Young Park proposed bridge, reported on recent volunteer on-the-ground maintenance event led by Matt Dolphin, volunteer outreach efforts

continuing at the local Wednesday market, and Comus and Dolphin had been working with Kat Ricker to create a new section on the CPRD website, to launch in the next few weeks. Comus urged Board to listen to all public comments regarding trails and multiuse trails at Rilee Park. Comus proposed a trails survey, created by the committee, designed to collect community's feedback (to 5,000 residents), overall project cost estimate approximately \$8,000, Oct. 31st as target completion date.

Discussion: Clements recommended the survey.

Fields said he would like to see a brochure put out in spring to see did you know what we have. Ricker gave background history on direct mail, which had been recreation-focused and staff had chosen to discontinue it with rise of online technology. Ricker said she would support an annual single-sheet postcard promoting parks and trails.

**MOTION - Lisa Rogers moved to fund Chehalem Heritage Trails survey for CPRD (as proposed by Quentin Comus).**

**Moved Rogers**

**Second Fields**

**Passed unanimously**

3. Golf Course committee - Steve Paulson gave updates (See packet) and urged Board to review reported \$100,000 surplus and suggested it be used to fill staff positions. Paulson said that cockroaches had been reported in kitchen of pro shop several times, and while the County had worked with CPRD to recently fumigate it, Paulson said the pro shop should be torn down. Paulson said the committee recommends allowing electronic tipping of employees. Smith said it was worthwhile having a discussion about tips. Smith said if we give staff 30 days to create a plan for taking tips, then staff can handle that. Rogers asked if this was legally problematic to allow tips for one staff in District and not others. Fields described receiving tips for services that he has rendered in his career, and he thinks that anyone who is not salary should be able to accept tips, and Board should put that policy in place. Discussion: food and beverage service only. Clements advised that the Board seek legal counsel for opinion on this because it is not authorized by the law in Oregon.

Matt Smith said we need to make a decision one way or the other.

**MOTION - Smith moved to direct staff to, in next 60 days, make a plan for food and beverage workers to take credit card tips and at the same time, confirm whether it is legal or not legal, and if it is legal, come back at October meeting with the plan to do it.**

**Moved Smith**

**Second Fields**

**McMaster said he would second as amended. Passed unanimously.**

Discussion: Heidi Smith gave opinion that it would not be reasonable to do this in 30 days and she would need assistance, perhaps from Board, for cost analysis.

Smith then amended his motion from 30 to 60 days, reflected in motion above, and said that Smith could call him if needed.

Steve Paulson said there was a \$100,000 surplus in golf course budget.

Clements said he was not sure how they figured it, and speculated.

Discussion. The Board directed Kellan Sasken to make more financial information available to the committee. Paulson asked whether it was possible to increase the mechanic's salary with any surplus; Clements said the issue was finding a mechanic, and if we could find one, we would be willing and glad to pay more.

c. Update on prospects of future paddle launch - Clements said it would probably be in November - Baker Rock.

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

a. Superintendent's report – Clements said politics doesn't have a place here, that it should be what's in the best interest of the community, that political affiliation has nothing to do with trails. In reference to Yamhelas Westsider Trail, as directed by the Board, he did send a letter to Yamhill County saying that we were available if it was necessary; County never responded, and nothing has occurred.

Fields said he wants to build trails but not outside our District. He would like to put the Yamhelas Westsider Trail to bed and say we are not interested in this trail; we are interested in building trails within our community. McMaster said District money should be spent within District and not to fund a trail outside of it; however, he would consider making a tie-in with a trail outside our District.

Matt Dolphin said the trails committee had looked hard at that trail, and the committee decided not to recommend it and also not to kill it, that it had been tabled, because it was outside our District.

The Board agreed that it was not doing anything outside our District.

Hammer said he would like a letter from CPRD to County stating that it had no intention of acquiring or building a trail on that abandoned railway.

Discussion agreed that it did not see this as an issue.

b. Staff reports – None

**IX. Correspondence**

A. Citizen comments/evaluations – None

X. Adjournment – Bizeau moved to adjourn 9:40 p.m.

Next meeting:

Respectfully Submitted,

Kat Ricker, Public Information Director

CHEHALEM PARK AND RECREATION DISTRICT  
SPECIAL WORK SESSION  
Facilitated by Mid-Willamette Valley Council of Governments  
MWVCOG Executive Director Scott Dadson  
CPRD Administration Office  
125 S. Elliott Road, Newberg, OR 97132  
September 7, 2023  
**MINUTES**

- I. Matt Smith called the meeting to order at 5:00 p.m. and introduced meeting facilitator Scott Dadson, who gave an overview of COG and what it does.
- II. Roll Call
- Board members present:
- Matt Smith
  - Jason Fields
  - Gayle Bizeau
  - Lisa Rogers
  - Jim McMaster
- CPRD Staff present:
- Don Clements, Superintendent
  - Casey Creighton, Assistant Superintendent
  - Bryan Stewart, Basic Services Supervisor
  - Julie Petersen, Special Services Supervisor
  - Kat Ricker, Public Information Director
  - Richard Cornwell, IT Specialist, operating remotely
- III. Priority Projects discussion
- A. Mission & Vision statements - Board unanimously affirmed these as they are.
- B. Strategic Goals/Priority Projects -

7 Projects Underway (from a Capital Standpoint):

1. Bypass Trail Ph. 1 \$2.6 mil = ODOT \$1.8 mil; CPRD remainder  
General Fund and/or SDCs; waiting on ODOT

2. Renne Field \$1.59 mil = \$750K State Legislature via NSD; \$750K CPRD  
Waiting on NSD to finalize agreement; est. Aug. 2024

3. Sander Estate Ph 1 \$1,124,250 = \$130K Jan Sander donation (in addition to property);  
\$175K State Parks grant; \$564K Land & Water Conservation Grant; CPRD remaining.  
Masterplan conditionally approved; negotiating costs of conditions with City of Dundee.  
Waiting on City of Dundee.

4. Bob & Crystal Rilee Park masterplan \$53,933  
Masterplan completion - Jan. 2024

5. Crabtree Park culvert replacement \$203,015 = CPRD General Funds  
Will County donate this park to CPRD? Will owner give an easement?  
Waiting on County.

6. Chehalem Cultural Center upstairs & theater renovation \$5.5 mil = CCC \$5 mil+  
CCC is going out to bid. Est summer 2024

7. Campground on Hwy. 219 \$6.7 mil - Funding not identified  
Planning stage. Waiting on City of Newberg and potential of UGB expansion.  
Want Joint Meeting.

#### Board-approved (Wishlist) Projects

Includes seven from above Underway Projects list, plus:

1. Golf Course Third Nine \$4.5 mil - Design completed in 2020
2. Golf Course Permanent Clubhouse (new construction) \$2.5 mil
3. Pickleball Courts - 14 courts est. \$1 mil+
4. Trail system (excluding Bypass Trail) \$75 mil
5. Bypass Trail (after Ph 1) \$9 mil
6. Construct restrooms at Ewing Young, Jaquith, possibly Memorial Parks

#### Top Projects per member:

Smith - 1. Sports fields 2. GFU partnership in which they build, manage, maintain, and program 10 - 12 pickleball and 4 - 6 tennis courts 3. Improve/reinvest in parks esp. Jaquith, determine what staff needs to do this. 4. Permanent restrooms at Ewing Young. 5. Rilee Park - Develop hiking trails. 6. Move on Sander Estate. 7 Paddle launch  
Fields - Improve Jaquith and make it a flagship park. Improve restrooms and parks. Consider removing horseshoe courts and replacing with pickleball. Find two more parks for bicycles. More soccer and sports fields. Move on Sander Estate. Move on golf clubhouse and third nine.

Bizeau - Focus on improving existing parks and making sure staff has what needed to do this. Get adequate fields for kids.

Rogers - Improve Ewing Young. Move on Sander Estate. Collaborate with municipal partners - discuss things like Ewing Young Bridge with County - and listen to whole community. Develop pickleball with GFU.

McMaster - Move on Sander Estate. Renne Field. Pursue grants and develop grant-funded parks. Look at pickleball. Improve restrooms esp. at Ewing Young.

#### IV. Adjournment – 8:15 p.m.

Respectfully Submitted,  
Kat Ricker, Public Information Director

Next regular Board meeting is scheduled for 6 p.m. Thursday, Sept. 28 at CPRD Administration Office.

**FROM AUGUST 11, 2023  
UP TO SEPTEMBER 15, 2023**

**ACCOUNTS PAYABLE FOR GERNERAL FUND**

<b><u>CHECK NUMBERS</u></b>	<b><u>AMOUNT</u></b>	<b><u>TYPE CHECKS</u></b>
128276-128424	\$ 700,121.74	ACCOUNTS PAYABLE
128276,128278-128280,128310-128311,128342-128346,128384-128389,128392-128395	\$ 22,290.94	PAYROLL
WIRE TRANSFER PAYROLL	\$ 404,283.87	PAYROLL
2413-2435	\$ 52,996.58	MANUAL/ACH TRANSFERS
<b>GRAND TOTAL</b>	<b><u>\$ 1,179,693.13</u></b>	

**BREAKOUT**

<b><u>ACCOUNTS PAYABLE</u></b>	<b>\$ 700,121.74</b>
<b><u>PAYROLL</u></b>	<b>\$ 426,574.81</b>
<b><u>WIRE TRANSFER &amp; ACH</u></b>	<b>\$ 52,996.58</b>

**ACCOUNTS PAYABLE FOR SDC FUND**

<b><u>CHECK NUMBERS</u></b>	<b><u>AMOUNT</u></b>	<b><u>TO WHOM</u></b>
1098	\$ 15,012.67	CITY OF NEWBERG
1099	\$ 7,136.08	GREEN WORKS, PC
<b>GRAND TOTAL</b>	<b><u>\$ 22,148.75</u></b>	

**ACCOUNTS PYABLE FOR LOAN SERVICE FUND**

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



**ACCOUNTS PAYABLE FOR CAPITAL POOL CONSTRUCTION & POOL BOND**

<b><u>CHECK NUMBERS</u></b>	<b><u>AMOUNT</u></b>	<b><u>TO WHOM</u></b>
WIRE TRANSFER	\$ 0.00	
<b>GRAND TOTAL</b>	<b><u>\$ 0.00</u></b>	

**BREAKOUT**

<b><u>POOL BOND CONSTRUCTION</u></b>	<b>\$ 00.00</b>
<b><u>POOL BOND DEBT</u></b>	<b>\$ 00.00</b>

**ACCOUNTS PAYABLE FOR FOUNDATION**

<b><u>CHECK NUMBERS</u></b>	<b><u>AMOUNT</u></b>	<b><u>TO WHOM</u></b>
225	\$ 65.40	US BANK TECH SOUP
<b>GRAND TOTAL</b>	<b><u>\$ 65.40</u></b>	

**FINANCIAL OVERVIEW****GENERAL FUND SUMMARY**

DESCRIPTION	AS OF 8/31/22-23	AS OF 8/31/23-24	DIFFERENCE
Total Operational Expense	\$ 1,242,460.91	\$ 1,490,339.71	\$ 247,878.80
Total Capital Outlay & Transfers	\$ 88,667.64	\$ 273,390.93	\$ 184,723.29
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 1,331,128.55</b>	<b>\$ 1,763,730.64</b>	<b>\$ 432,602.09</b>
Total Tax Revenue	\$ 32,223.26	\$ 58,590.33	\$ 26,367.07
Total Fees & Charges Revenue	\$ 891,790.48	\$ 1,003,463.83	\$ 111,673.35
Total Other Revenue	\$ 13,662.86	\$ 45,752.38	\$ 32,089.52
Beginning Balance	\$ 5,920,925.83	\$ 6,106,933.59	\$ 186,007.76
<b>GRAND TOTAL REVENUE</b>	<b>\$ 6,858,602.43</b>	<b>\$ 7,214,740.13</b>	<b>\$ 356,137.70</b>

**SDC FUND SUMMARY**

DESCRIPTION	AS OF 8/31/22-23	AS OF 8/31/23-24	DIFFERENCE
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 192,667.99</b>	<b>\$ 223,044.24</b>	<b>\$ 30,376.25</b>
TOTAL REVENUE	\$ 190,836.56	\$ 35,706.21	\$ <155,130.35>
BEGINNING BALANCE	\$ 3,890,319.32	\$4,694,857.37	\$ 804,518.05
<b>GRAND TOTAL REVENUE</b>	<b>\$ 4,081,155.88</b>	<b>\$4,730,563.58</b>	<b>\$ 649,407.70</b>

**LOAN SERVICE FUND SUMMARY**

DESCRIPTION	AS OF 8/31/22-23	AS OF 8/31/23-24	DIFFERENCE
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
REVENUE TRANSFERS	\$ 0.00	\$ 0.00	\$ 0.00
INTREST	\$ 82.85	\$ 240.92	\$ 158.07
BEGINNING BALANCE	\$ 34,000.55	\$ 34,951.56	\$ 951.01
<b>GRAND TOTAL REVENUE</b>	<b>\$ 34,083.40</b>	<b>\$ 35,192.48</b>	<b>\$ 1,109.08</b>

**EQUIPMENT AND MAJOR MAINTENANCE FUND SUMMARY**

DESCRIPTION	AS OF 8/31/22-23	AS OF 8/31/23-24	DIFFERENCE
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
TOTAL REVENUE	\$ 0.00	\$ 0.00	\$ 0.00
BEGINNING BALANCE	\$ 0.00	\$ 0.00	\$ 0.00
<b>GRAND TOTAL REVENUE</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

**CAPITAL PROJECT POOL FUND SUMMARY**

DESCRIPTION	AS OF 8/31/22-23	AS OF 8/31/23-24	DIFFERENCE
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>GRAND TOTAL REVENUE</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

**BOND LOAN SERVICE SUMMARY**

DESCRIPTION	AS OF 8/31/22-23	AS OF 8/31/23-24	DIFFERENCE
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 0.00</b>	<b>\$ 0.05</b>	<b>\$ 0.05</b>
<b>GRAND TOTAL REVENUE</b>	<b>\$ 381,099.50</b>	<b>\$ 630,969.72</b>	<b>\$ 249,870.22</b>

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# General Ledger Revenue Analysis

User: hsmith  
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 Period 02 - 02  
 Fiscal Year 2024



Account Number	Description	Budget	Period Amt	End Bal	Uncollected	% Collected
<b>001</b>	<b>GENERAL FUND</b>					
001-000-40000	BEGINNING FUND BALANCE	6,000,000.00	0.00	6,106,933.59	-106,933.59	101.78
001-000-41000	CURRENT TAXES	3,585,025.00	10,471.19	41,416.10	3,543,608.90	1.16
001-000-41100	PRIOR TAXES	100,000.00	8,017.14	17,174.23	82,825.77	17.17
001-000-45000	PARKS	10,500.00	639.00	1,395.00	9,105.00	13.29
001-000-450415	PADDLE LAUNCH	0.00	0.00	0.00	0.00	0.00
001-000-45100	AQUATIC RECEIPTS	1,285,156.00	114,753.85	234,584.91	1,050,571.09	18.25
001-000-45200	ADULT SPORT RECEIPTS	42,400.00	2,430.00	3,405.00	38,995.00	8.03
001-000-45300	YOUTH SPORT RECEIPTS	292,000.00	46,174.28	91,696.89	200,303.11	31.40
001-000-453001	LITTLE LEAGUE FEES	0.00	0.00	0.00	0.00	0.00
001-000-453002	TUALATIN VALLEY YOUTH FOOTBALL	0.00	0.00	0.00	0.00	0.00
001-000-45400	RECREATION CLASSES INCOME	144,500.00	8,443.25	15,720.58	128,779.42	10.88
001-000-454001	CLASSESPECIAL ACTIVITY	0.00	0.00	0.00	0.00	0.00
001-000-455000	PLAYGRNDSCENTERS	647,000.00	45,060.00	81,767.00	565,233.00	12.64
001-000-45600	COMM CTRSCOUT HOUSE INCOME	118,000.00	4,542.00	10,703.50	107,296.50	9.07
001-000-45700	COMMUNITY SCHOOL	66,000.00	1,085.01	2,995.53	63,004.47	4.54
001-000-45800	GC MAINT REIMB	0.00	0.00	0.00	0.00	0.00
001-000-45900	GOLF COURSE CLUB HOUSE	1,722,000.00	246,024.14	553,086.67	1,168,913.33	32.12
001-000-46000	EWING YG PK PROG INCOME	0.00	0.00	0.00	0.00	0.00
001-000-47200	CONCESSION INCOME	15,100.00	6,000.00	6,000.00	9,100.00	39.74
001-000-47400	PRESCHOOL INCOME	75,770.00	2,108.75	2,108.75	73,661.25	2.78
001-000-47600	CHEH VALL BABE RUTH ASSN	0.00	0.00	0.00	0.00	0.00
001-000-47800	LITTLE LEAGUE INCOME	0.00	0.00	0.00	0.00	0.00
001-000-47900	NDOT REVENUEINCOME	0.00	0.00	0.00	0.00	0.00
001-000-48000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
001-000-480010	INTEREST EARNINGS	30,000.00	20,582.72	41,218.65	-11,218.65	137.40
001-000-480020	SKATE PARK INCOME	0.00	0.00	0.00	0.00	0.00
001-000-480022	GRANTSLOANSOTHER	0.00	0.00	0.00	0.00	0.00
001-000-480025	MISCELLANEOUS INCOME	50,000.00	315.00	4,533.73	45,466.27	9.07
001-000-480028	PARK RESERVATION INCOME	0.00	0.00	0.00	0.00	0.00
001-000-480030	INSURANCE REFUNDS	0.00	0.00	0.00	0.00	0.00
001-000-480040	DONATIONS	0.00	0.00	0.00	0.00	0.00
001-000-480099	ALLOW FOR RETURNED CHECKS	0.00	0.00	0.00	0.00	0.00
001-000-48800	CHEHALEM TIGER VBALL INCOME	0.00	0.00	0.00	0.00	0.00
001-000-490002	TRANSFER	0.00	0.00	0.00	0.00	0.00
001-000-50100	CPT INCOME	0.00	0.00	0.00	0.00	0.00

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Account Number	Description	Budget	Period Amt	End Bal	Uncollected	% Collected
001-000-502000	NDOT INCOME	0.00	0.00	0.00	0.00	0.00
001-000-503000	BAMBINO LEAGUE INCOME	0.00	0.00	0.00	0.00	0.00
001-000-504000	BABE RUTH INCOME	8,000.00	0.00	0.00	8,000.00	0.00
001-000-505000	CHEHALEM TIGER VBALL INCOME	0.00	0.00	0.00	0.00	0.00
001-000-506000	QUILT CLUB INCOME	1,500.00	0.00	0.00	1,500.00	0.00
001-000-507000	NEWBERG THEATRE GRUOP INCOME	10,000.00	0.00	0.00	10,000.00	0.00
001-000-508000	Historic Friends of Nbg	0.00	0.00	0.00	0.00	0.00
001-000-509000	TUALATIN VALLEY FOOTBALL REV	22,000.00	0.00	0.00	22,000.00	0.00
001-000-510000	LACROSSE	10,000.00	0.00	0.00	10,000.00	0.00
001-000-511000	Basketball	0.00	0.00	0.00	0.00	0.00
	REVENUE	14,234,951.00	516,646.33	7,214,740.13	7,020,210.87	50.68
<b>001</b>	<b>GENERAL FUND</b>	<b>14,234,951.00</b>	<b>516,646.33</b>	<b>7,214,740.13</b>	<b>7,020,210.87</b>	<b>50.68</b>
<b>005</b>	<b>EWING YOUNG FUND</b>					
005-000-400000	BEGINNING FUND BALANCE	0.00	0.00	0.00	0.00	0.00
005-000-461000	INTEREST EARNINGS	0.00	0.00	0.00	0.00	0.00
005-000-467000	CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
	REVENUE	0.00	0.00	0.00	0.00	0.00
<b>005</b>	<b>EWING YOUNG FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>025</b>	<b>EQUIPMENT &amp; MAJOR MAINT</b>					
025-000-400000	BEGINNING FUND BALANCE	0.00	0.00	0.00	0.00	0.00
025-000-461000	INTEREST EARNINGS	0.00	0.00	0.00	0.00	0.00
025-000-490001	TRANSFERS FRM GENL FUND	0.00	0.00	0.00	0.00	0.00
	REVENUE	0.00	0.00	0.00	0.00	0.00
<b>025</b>	<b>EQUIPMENT &amp; MAJOR MAINT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>026</b>	<b>LOAN SERVICE FUND</b>					
026-000-131001	FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00
026-000-160000	TAXES ON BOND	0.00	0.00	0.00	0.00	0.00
026-000-400000	BEGINNING FUND BALANCE	34,601.00	0.00	34,951.56	-350.56	101.01
026-000-410000	GRANT INCOME	0.00	0.00	0.00	0.00	0.00
026-000-410001	LOANS	0.00	0.00	0.00	0.00	0.00
026-000-461000	INTEREST EARNINGS	0.00	124.03	240.92	-240.92	0.00
026-000-461002	INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00
026-000-467000	CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
026-000-470000	EWING YOUNG PARK INCOME	0.00	0.00	0.00	0.00	0.00
	REVENUE	34,601.00	124.03	35,192.48	-591.48	101.71

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Account Number	Description	Budget	Period Amt	End Bal	Uncollected	% Collected
<b>026</b>	<b>LOAN SERVICE FUND</b>	<b>34,601.00</b>	<b>124.03</b>	<b>35,192.48</b>	<b>-591.48</b>	<b>101.71</b>
<b>035</b>	<b>SDC FUNDS</b>					
035-000-400000	BEGINNING BALANCE	3,890,319.00	0.00	4,694,857.37	-804,538.37	120.68
035-000-400001	BEGINNING BALANCE DUNDEE	0.00	0.00	0.00	0.00	0.00
035-000-400002	BEGINNING BALANCE NEWBERG	0.00	0.00	0.00	0.00	0.00
035-000-400003	BEGINNING BALANCE YAMHILL CO	0.00	0.00	0.00	0.00	0.00
035-000-460000	SCD INCOME	0.00	0.00	0.00	0.00	0.00
035-000-460001	SDC FUNDS-DUNDEE	75,000.00	0.00	0.00	75,000.00	0.00
035-000-460002	SDC FUNDS-NEWBERG	650,000.00	0.00	0.00	650,000.00	0.00
035-000-460003	SDC FUNDS-YAMHILL COUNTY	75,000.00	7,626.86	7,626.86	67,373.14	10.17
035-000-461000	INTEREST EARNED	25,000.00	0.00	0.00	25,000.00	0.00
035-000-461001	INTEREST EARNED-DUNDEE	0.00	766.22	1,473.53	-1,473.53	0.00
035-000-461002	INTEREST EARNED-NEWBERG	0.00	12,629.77	24,342.02	-24,342.02	0.00
035-000-461003	INTEREST EARNED-YAMHILL COUNTY	0.00	1,179.53	2,263.80	-2,263.80	0.00
035-000-620001	ACQUISITION	0.00	0.00	0.00	0.00	0.00
035-000-620002	DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
	REVENUE	4,715,319.00	22,202.38	4,730,563.58	-15,244.58	100.32
035-000-490000	Transfer in	0.00	0.00	0.00	0.00	0.00
	Transfer IN	0.00	0.00	0.00	0.00	0.00
<b>035</b>	<b>SDC FUNDS</b>	<b>4,715,319.00</b>	<b>22,202.38</b>	<b>4,730,563.58</b>	<b>-15,244.58</b>	<b>100.32</b>
<b>036</b>	<b>CP Pool Fund</b>					
036-000-108000	DNU BOND REV	0.00	0.00	0.00	0.00	0.00
036-000-119000	Proceed from Bond	0.00	0.00	0.00	0.00	0.00
036-000-400000	B FB LGIP	0.00	0.00	0.00	0.00	0.00
036-000-400001	BEG BAL US BANK	0.00	0.00	0.00	0.00	0.00
036-000-410000	DNU TAXESBOND CURRENT	0.00	0.00	0.00	0.00	0.00
036-000-461000	INT EARN 5208	0.00	0.00	0.00	0.00	0.00
036-000-461003	USBANK CP INT	0.00	0.00	0.00	0.00	0.00
036-000-480022	OTHER INCOME SOURCES	0.00	0.00	0.00	0.00	0.00
036-000-490001	TRANSFERS FRM GENL FUND	0.00	0.00	0.00	0.00	0.00
036-000-846001	DNU INT REV B5208	0.00	0.00	0.00	0.00	0.00
	REVENUE	0.00	0.00	0.00	0.00	0.00
<b>036</b>	<b>CP Pool Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>037</b>	<b>BOND LOAN SERVICE</b>					
037-000-400000	Pool LS Fund Balance	0.00	0.00	597,331.64	-597,331.64	0.00
037-000-410000	BOND CURRENT	0.00	4,837.57	19,133.75	-19,133.75	0.00

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<b>Account Number</b>	<b>Description</b>	<b>Budget</b>	<b>Period Amt</b>	<b>End Bal</b>	<b>Uncollected</b>	<b>% Collected</b>
037-000-411000	PRIOR BOND	0.00	3,529.18	7,641.97	-7,641.97	0.00
037-000-480025	Misc Rev	0.00	0.00	0.00	0.00	0.00
037-000-490000	TRX LS POOL BOND	1,371,725.00	0.00	0.00	1,371,725.00	0.00
037-000-846001	INT REV BOND LS	<u>0.00</u>	<u>3,584.59</u>	<u>6,862.36</u>	<u>-6,862.36</u>	<u>0.00</u>
	REVENUE	1,371,725.00	11,951.34	630,969.72	740,755.28	46.00
<b>037</b>	<b>BOND LOAN SERVICE</b>	<b>1,371,725.00</b>	<b>11,951.34</b>	<b>630,969.72</b>	<b>740,755.28</b>	<b>46.00</b>
<b>Revenue Total</b>		<b>20,356,596.00</b>	<b>550,924.08</b>	<b>12,611,465.91</b>	<b>7,745,130.09</b>	<b>0.6195</b>

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General Ledger  
Expense vs Budget



User: hsmith  
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Period 02 - 02  
Fiscal Year 2024

Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001	GENERAL FUND							
000								
001-000-490000	TRANSFER ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-000-490006	Transfer for Errors	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
000		0.00	0.00	0.00	0.00	0.00	0.00	0.00
413	ADMINISTRATION DEPARTMENT							
001-413-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-110001	SUPERINTENDENT	117,777.00	9,814.68	19,629.36	98,147.64	0.00	98,147.64	83.33
001-413-110002	ADMINISTRATION SUPERVISOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-110003	ASSISTANT SUPERINTENDENT	115,717.00	9,413.45	18,597.31	97,119.69	0.00	97,119.69	83.93
001-413-110032	ADMIN. COORDINATOR	67,758.00	5,508.06	10,877.68	56,880.32	0.00	56,880.32	83.95
001-413-110034	ADMINISTRATIVE SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-110035	Public Information Coordinator	74,592.00	6,068.00	11,988.00	62,604.00	0.00	62,604.00	83.93
001-413-110036	EVENTMARKETING COORDINATOR	48,083.00	3,816.08	7,632.16	40,450.84	0.00	40,450.84	84.13
001-413-110037	AQUATIC SPECIALIST	87,329.00	3,634.36	7,268.72	80,060.28	0.00	80,060.28	91.68
001-413-120000	PARTTIME & TEMP. SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-120001	CLERKTYPISTCASHIER	8,970.00	304.90	1,163.75	7,806.25	0.00	7,806.25	87.03
001-413-120002	Registration Clerks	150,249.00	11,039.61	20,959.25	129,289.75	0.00	129,289.75	86.05
001-413-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-140001	FICA	51,292.00	3,782.14	7,481.51	43,810.49	0.00	43,810.49	85.41
001-413-140002	UNEMPLOYMENT	40,229.00	1,645.37	3,246.35	36,982.65	0.00	36,982.65	91.93
001-413-140003	RETIREMENT	41,412.00	3,030.16	5,992.98	35,419.02	0.00	35,419.02	85.53
001-413-140004	HEALTH INSURANCE	124,196.00	9,681.68	19,363.36	104,832.64	0.00	104,832.64	84.41
001-413-140005	SAIF	1,268.00	109.94	238.22	1,029.78	0.00	1,029.78	81.21
	PERSONNEL EXPENSE	928,872.00	67,848.43	134,438.65	794,433.35	0.00	794,433.35	85.53
001-413-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-210001	OFFICE SUPPLIES	11,600.00	834.93	4,094.30	7,505.70	0.00	7,505.70	64.70
001-413-210002	POSTAGE SUPPLIES	1,500.00	-98.28	-145.16	1,645.16	0.00	1,645.16	109.68
001-413-210003	PROGRAM SUPPLIES	9,300.00	100.81	100.81	9,199.19	0.00	9,199.19	98.92

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-413-210020	PROMOTIONAL SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-413-310000	PRNTGADVERPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-310001	CLASSIFIED ADS	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-413-310002	BROCHURE	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	0.00
001-413-310003	FLYERS,SCHELDULES, MISC.	1,000.00	815.25	815.25	184.75	0.00	184.75	18.48
001-413-310010	PUBLICITY	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-413-320000	DUESMTGSTRAINTRVLEXPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-320001	DIRECTORS FEES	360.00	0.00	112.20	247.80	0.00	247.80	68.83
001-413-320002	PROF DUESFEESMAGSBOOKS	9,000.00	395.00	1,059.50	7,940.50	0.00	7,940.50	88.23
001-413-320003	CONFERENCES & WORKSHOPS	5,500.00	908.41	1,703.41	3,796.59	0.00	3,796.59	69.03
001-413-320004	STAFF MILEAGE	1,000.00	56.20	56.20	943.80	0.00	943.80	94.38
001-413-320005	STAFF EXPENSES	7,750.00	1,279.04	3,580.44	4,169.56	0.00	4,169.56	53.80
001-413-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-331004	TELEPHONE	4,500.00	319.22	638.44	3,861.56	0.00	3,861.56	85.81
001-413-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-331007	Fees (activenetccbank)	7,000.00	584.62	1,143.11	5,856.89	0.00	5,856.89	83.67
001-413-340000	INTERNET & COMMUNICATION TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-340001	INTERNET AND COMMUNICATION	732.00	339.90	339.90	392.10	0.00	392.10	53.57
001-413-340002	DATA STORAGE AND BACKUP	365.00	2.99	19.69	345.31	0.00	345.31	94.61
001-413-340003	VIDEO AND PHOTOGRAPHY	732.00	1,139.70	1,368.70	-636.70	0.00	-636.70	-86.98
001-413-340004	ONLINE ADVERTISING	365.00	0.00	0.00	365.00	0.00	365.00	100.00
001-413-355000	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-355001	BUILDING MAINT & REPAIR	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-413-355002	STRUCTURE MAINT & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-355003	EQUIPMENT MAINT & REPAIR	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-413-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-380001	LEGAL SERVICES	50,000.00	6,596.50	6,596.50	43,403.50	0.00	43,403.50	86.81
001-413-380002	AUDIT SERVICES	27,500.00	0.00	0.00	27,500.00	0.00	27,500.00	100.00
001-413-380003	PROGRAM CONTRACTS	15,000.00	222.60	3,070.95	11,929.05	0.00	11,929.05	79.53
001-413-380004	INSURANCE SERVICES	13,500.00	0.00	0.00	13,500.00	0.00	13,500.00	100.00
001-413-380005	INTEREST	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
001-413-380006	EQUIP. MAINT. CONTRACTS	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
001-413-380007	CONSULTANT SERVICES	32,000.00	0.00	0.00	32,000.00	0.00	32,000.00	100.00
001-413-380008	PROPERTY TAXES	18,500.00	0.00	0.00	18,500.00	0.00	18,500.00	100.00
001-413-391000	ELECTIONS	28,000.00	0.00	0.00	28,000.00	0.00	28,000.00	100.00
001-413-456000	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-413-456002	EQUIPMENT RENTAL	750.00	0.00	0.00	750.00	0.00	750.00	100.00
001-413-456003	BUILDINGS & STRUCTURES MATL, SERV., SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		<u>254,954.00</u>	<u>15,496.89</u>	<u>26,554.24</u>	<u>228,399.76</u>	<u>0.00</u>	<u>228,399.76</u>	<u>89.58</u>
413	ADMINISTRATION DEPARTMENT	1,183,826.00	83,345.32	160,992.89	1,022,833.11	0.00	1,022,833.11	86.40
450	EXPENDITURES							
001-450-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-450-110021	PARKS (Project) SUPERVISOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-110022	PARKS LEAD Grounds Coordinator	64,436.00	5,241.76	10,355.66	54,080.34	0.00	54,080.34	83.93
001-450-110023	MAINT SUPER Park Director	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-110024	PK TECH Building Coordinator	64,436.00	5,241.76	10,355.66	54,080.34	0.00	54,080.34	83.93
001-450-110025	PARKS TECH 2	43,613.00	4,047.73	7,762.78	35,850.22	0.00	35,850.22	82.20
001-450-110026	PARKS TECH 3 (GROUNDS)	41,536.00	3,301.25	6,199.25	35,336.75	0.00	35,336.75	85.07
001-450-110027	SYSTEM IT TECH 4	45,793.00	3,725.24	7,359.64	38,433.36	0.00	38,433.36	83.93
001-450-110028	PARKS TECH 5 (BLDG)	35,880.00	3,400.18	3,400.18	32,479.82	0.00	32,479.82	90.52
001-450-110029	PARKTRAIL SPECIALIST 1	64,436.00	5,241.76	10,355.66	54,080.34	0.00	54,080.34	83.93
001-450-110030	PARKTRAIL SPECIALIST 2	43,613.00	2,633.22	5,525.31	38,087.69	0.00	38,087.69	87.33
001-450-110032	ADM COOR BS Super	85,681.00	6,970.03	13,770.07	71,910.93	0.00	71,910.93	83.93
001-450-110033	SECRETARY I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-120000	PARTTIME & TEMP. SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-120001	PARK LABORER 1	198,237.00	41,228.59	76,412.13	121,824.87	0.00	121,824.87	61.45
001-450-120002	PARK LABORER 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-140001	FICA	52,607.00	6,197.62	11,586.89	41,020.11	0.00	41,020.11	77.97
001-450-140002	UNEMPLOYMENT	41,260.00	3,837.12	7,403.56	33,856.44	0.00	33,856.44	82.06
001-450-140003	RETIREMENT	39,644.00	1,806.50	3,546.52	36,097.48	0.00	36,097.48	91.05
001-450-140004	HEALTH INSURANCE	231,315.00	13,639.25	22,594.89	208,720.11	0.00	208,720.11	90.23
001-450-140005	SAIF	22,556.00	2,929.49	5,443.81	17,112.19	0.00	17,112.19	75.87
	PERSONNEL EXPENSE	1,075,043.00	109,441.50	202,072.01	872,970.99	0.00	872,970.99	81.20
001-450-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-210001	OFFICE SUPPLIES	3,251.00	554.18	6,464.13	-3,213.13	0.00	-3,213.13	-98.84
001-450-210002	POSTAGE SUPPLIES	1,079.00	382.41	403.83	675.17	0.00	675.17	62.57
001-450-210003	PROGRAM SUPPLIES	14,855.00	2,105.94	3,209.58	11,645.42	0.00	11,645.42	78.39
001-450-210004	SMALL TOOLS	11,534.00	476.18	1,615.01	9,918.99	0.00	9,918.99	86.00
001-450-210005	JANITORIAL SUPPLIES	26,642.00	1,569.78	5,475.21	21,166.79	0.00	21,166.79	79.45
001-450-210006	CHEMICAL & AGRI. SUPPLIES	48,699.00	204.72	277.71	48,421.29	0.00	48,421.29	99.43
001-450-210008	GAS & OIL SUPPLIES	28,374.00	7,124.26	8,001.00	20,373.00	0.00	20,373.00	71.80
001-450-310000	PRNTGADVERPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-310001	CLASSIFIED ADS	0.00	63.00	63.00	-63.00	0.00	-63.00	0.00
001-450-310002	BROCHURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-310003	FLYERS, SCHEDULES, MISC.	2,359.00	1,482.19	1,482.19	876.81	0.00	876.81	37.17
001-450-320000	DUESMTGSTRINTRVLEXPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-320002	PROF. DUESFEESMAGS.BKS	4,890.00	139.00	158.00	4,732.00	0.00	4,732.00	96.77
001-450-320003	CONFERENCES & WORKSHOPS	8,050.00	946.98	1,146.98	6,903.02	0.00	6,903.02	85.75
001-450-320004	STAFF MILEAGE	264.00	0.00	0.00	264.00	0.00	264.00	100.00
001-450-320005	STAFF EXPENSE	800.00	56.05	95.05	704.95	0.00	704.95	88.12
001-450-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-331001	ELECTRICITY	79,957.00	7,340.62	13,617.10	66,339.90	0.00	66,339.90	82.97
001-450-331002	NATURAL GAS	49,484.00	241.30	241.30	49,242.70	0.00	49,242.70	99.51
001-450-331003	WATER & SEWER	282,868.00	52,616.53	52,616.53	230,251.47	0.00	230,251.47	81.40
001-450-331004	TELEPHONE	4,980.00	286.01	566.08	4,413.92	0.00	4,413.92	88.63
001-450-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-450-331006	GARBAGE EXPENSE	23,062.00	0.00	0.00	23,062.00	0.00	23,062.00	100.00
001-450-331007	FEES(activenetccbank)	600.00	72.10	160.03	439.97	0.00	439.97	73.33
001-450-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-340001	INTERNET AND COMMUNICATION	8,829.00	1,147.58	5,626.62	3,202.38	0.00	3,202.38	36.27
001-450-340002	DATA AND STORAGE BACK UP	4,327.00	232.78	1,483.65	2,843.35	0.00	2,843.35	65.71
001-450-340003	VIDEO AND PHOTOGRAPHY	185.00	0.00	0.00	185.00	0.00	185.00	100.00
001-450-340004	ONLINE ADVERTISING	50.00	0.00	0.00	50.00	0.00	50.00	100.00
001-450-355001	BUILDING MAINT. & REPAIR	54,669.00	9,119.95	12,846.76	41,822.24	0.00	41,822.24	76.50
001-450-355002	STRUCTURE MAINT. & REPAIR	23,536.00	1,869.39	3,079.91	20,456.09	0.00	20,456.09	86.91
001-450-355003	EQUIPMENT MAINT. & REPAIR	53,313.00	1,511.24	7,321.46	45,991.54	0.00	45,991.54	86.27
001-450-355004	GROUND MAINT. & REPAIR	78,799.00	8,199.04	8,199.04	70,599.96	0.00	70,599.96	89.59
001-450-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-380003	PROGRAM CONTRACTS	355,744.00	46,558.20	59,597.32	296,146.68	0.00	296,146.68	83.25
001-450-380004	INSURANCE SERVICES	48,468.00	1,732.00	1,889.00	46,579.00	0.00	46,579.00	96.10
001-450-380006	EQUIP. MAINT. CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-380009	REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-456001	PARKS LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-450-456002	EQUIPMENT RENTAL	5,253.00	0.00	0.00	5,253.00	0.00	5,253.00	100.00
001-450-456003	BUILDINGS & STRUCTURES	5,279.00	0.00	0.00	5,279.00	0.00	5,279.00	100.00
	MATL, SERV., SUPPLIES	1,230,200.00	146,031.43	195,636.49	1,034,563.51	0.00	1,034,563.51	84.10
450	EXPENDITURES	2,305,243.00	255,472.93	397,708.50	1,907,534.50	0.00	1,907,534.50	82.75
451	AQUATICS							
001-451-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-110031	AQUATIC ss SUPERVISOR	23,800.00	1,936.12	3,825.02	19,974.98	0.00	19,974.98	83.93
001-451-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-110033	SECRETARY I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-110035	AQUATIC COORDINATOR	61,267.00	4,870.66	9,741.32	51,525.68	0.00	51,525.68	84.10
001-451-110036	Aquatic Technician	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-110037	AQUATIC SPECIALIST	48,083.00	4,007.46	8,014.92	40,068.08	0.00	40,068.08	83.33
001-451-120000	PARTTIME & TEM SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-120001	GUARDS	291,509.00	23,246.42	51,333.12	240,175.88	0.00	240,175.88	82.39
001-451-120002	CASHIERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-120003	INSTRUCTORS	101,647.00	12,971.26	21,415.52	80,231.48	0.00	80,231.48	78.93
001-451-120004	COACHES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-120005	FITNESS INSTRUCTOR	23,741.00	1,824.42	3,853.97	19,887.03	0.00	19,887.03	83.77
001-451-120006	PERSONAL TRAINER	6,579.00	133.05	446.74	6,132.26	0.00	6,132.26	93.21
001-451-120007	FC MONITOR	55,862.00	2,567.92	4,779.05	51,082.95	0.00	51,082.95	91.44
001-451-120008	Lead Guard	21,879.00	1,329.07	2,577.75	19,301.25	0.00	19,301.25	88.22
001-451-120009	CHILD MINDER	21,474.00	0.00	0.00	21,474.00	0.00	21,474.00	100.00
001-451-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-140001	FICA	50,172.00	4,042.17	8,100.70	42,071.30	0.00	42,071.30	83.85
001-451-140002	UNEMPLOYMENT	39,351.00	2,622.47	5,327.43	34,023.57	0.00	34,023.57	86.46

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-451-140003	RETIREMENT	10,786.00	691.14	1,300.22	9,485.78	0.00	9,485.78	87.95
001-451-140004	HEALTH INSURANCE	68,471.00	4,843.68	9,687.36	58,783.64	0.00	58,783.64	85.85
001-451-140005	SAIF	21,512.00	2,035.92	4,101.97	17,410.03	0.00	17,410.03	80.93
	PERSONNEL EXPENSE	846,133.00	67,121.76	134,505.09	711,627.91	0.00	711,627.91	84.10
001-451-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-210001	OFFICE SUPPLIES	5,510.00	88.02	1,562.33	3,947.67	0.00	3,947.67	71.65
001-451-210002	POSTAGE SUPPLIES	350.00	13.86	23.31	326.69	0.00	326.69	93.34
001-451-210003	PROGRAM SUPPLIES	21,995.00	4,960.25	5,691.57	16,303.43	0.00	16,303.43	74.12
001-451-210004	SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-210005	JANITORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-210006	CHEMICAL & AGRI. SUPPLIES	50,000.00	6,824.22	9,182.12	40,817.88	0.00	40,817.88	81.64
001-451-210007	STORE SUPPLIES	5,500.00	2,874.93	2,874.93	2,625.07	0.00	2,625.07	47.73
001-451-210008	GAS & OIL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-310000	PRNTGADVERPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-310001	CLASSIFIED ADS	500.00	218.48	218.48	281.52	0.00	281.52	56.30
001-451-310002	BROCHURE	750.00	0.00	0.00	750.00	0.00	750.00	100.00
001-451-310003	FLYERS, SCHEDULES, MISC.	2,000.00	42.38	84.76	1,915.24	0.00	1,915.24	95.76
001-451-320000	DUESMTGSTRAINTRVLEXPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-320001	DIRECTORS FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-320002	PROF. DUESFEESMAGS.BKS	7,276.00	246.44	1,020.93	6,255.07	0.00	6,255.07	85.97
001-451-320003	CONFERENCE & WORKSHOPS	2,000.00	445.00	445.00	1,555.00	0.00	1,555.00	77.75
001-451-320004	STAFF MILEAGE	350.00	0.00	0.00	350.00	0.00	350.00	100.00
001-451-320005	STAFF EXPENSE	500.00	1.25	10.62	489.38	0.00	489.38	97.88
001-451-320006	WATER POLO EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-331001	ELECTRICITY	244,812.00	22,334.96	42,151.11	202,660.89	0.00	202,660.89	82.78
001-451-331002	NATURAL GAS	81,294.00	8,441.42	8,441.42	72,852.58	0.00	72,852.58	89.62
001-451-331003	WATER & SEWER	63,716.00	8,015.15	8,015.15	55,700.85	0.00	55,700.85	87.42
001-451-331004	TELEPHONE	6,000.00	0.00	0.00	6,000.00	0.00	6,000.00	100.00
001-451-331005	DOE REPAYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-331007	FEES(activenetccbank)	67,635.00	7,975.28	15,585.43	52,049.57	0.00	52,049.57	76.96
001-451-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-340001	INTERNET AND COMMUNICATION	1,300.00	0.00	0.00	1,300.00	0.00	1,300.00	100.00
001-451-340002	DATA STORAGE AND BACKUP	45.00	0.00	0.00	45.00	0.00	45.00	100.00
001-451-340003	VIDEO AND ONLINE PHOTOGRAPHY	225.00	0.00	229.01	-4.01	0.00	-4.01	-1.78
001-451-340004	ONLINE ADVERTISING	262.00	0.00	0.00	262.00	0.00	262.00	100.00
001-451-355000	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-355001	BUILDING MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-355002	STRUCTURE MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-355003	EQUIPMENT MAINT. & REPAIR	23,100.00	0.00	0.00	23,100.00	0.00	23,100.00	100.00
001-451-355004	GROUND MAINT & REPAIR	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00	100.00
001-451-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-380001	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-380003	PROGRAM CONTRACTS	0.00	1,371.38	2,580.38	-2,580.38	0.00	-2,580.38	0.00
001-451-380004	INSURANCE SERVICES	0.00	290.62	290.62	-290.62	0.00	-290.62	0.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-451-380005	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-380006	EQUIP. MAINT. CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-380007	FITNESS CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-380009	REFUNDS	450.00	70.00	70.00	380.00	0.00	380.00	84.44
001-451-456000	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-456001	PARKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-456002	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-451-456003	BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	635,570.00	64,213.64	98,477.17	537,092.83	0.00	537,092.83	84.51
451	AQUATICS	1,481,703.00	131,335.40	232,982.26	1,248,720.74	0.00	1,248,720.74	84.28
452	ADULT SPORTS DEPARTMENT							
001-452-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-110032	Admin COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-110033	SECRETARY I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-110043	ADULT SPORTS Coord	9,665.00	0.00	467.11	9,197.89	0.00	9,197.89	95.17
001-452-110044	ADULT SPORTS (ss)SUPERVISOR	4,760.00	387.22	765.00	3,995.00	0.00	3,995.00	83.93
001-452-120000	PARTTIME & TEMP. SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-120001	SPORTS ASSISTANT	1,725.00	258.75	569.25	1,155.75	0.00	1,155.75	67.00
001-452-120002	SPORTS LEADERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-135001	FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-135002	PARTTIME & TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-140001	FICA	1,236.00	49.42	137.79	1,098.21	0.00	1,098.21	88.85
001-452-140002	UNEMPLOYMENT	969.00	13.24	66.48	902.52	0.00	902.52	93.14
001-452-140003	RETIREMENT	1,169.00	30.98	98.57	1,070.43	0.00	1,070.43	91.57
001-452-140004	HEALTH INSURANCE	4,558.00	101.14	356.52	4,201.48	0.00	4,201.48	92.18
001-452-140005	SAIF	530.00	20.06	65.25	464.75	0.00	464.75	87.69
	PERSONNEL EXPENSE	24,612.00	860.81	2,525.97	22,086.03	0.00	22,086.03	89.74
001-452-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-210001	OFFICE SUPPLIES	2,000.00	240.16	1,090.08	909.92	0.00	909.92	45.50
001-452-210002	POSTAGE SUPPLIES	175.00	0.00	0.00	175.00	0.00	175.00	100.00
001-452-210003	PROGRAM SUPPLIES	13,500.00	54.89	94.39	13,405.61	0.00	13,405.61	99.30
001-452-210004	SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-210005	JANTORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-210006	CHEMICAL & AGRI. SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-210007	STORE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-210008	GAS & OIL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-310000	PRNTGADVERPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-310001	CLASSIFIED ADS	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-452-310002	BROCHURE	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-452-310003	FLYERS, SCHEDULES, MISC.	300.00	0.00	0.00	300.00	0.00	300.00	100.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-452-320000	DUESMTGSTRAINTRVLEXPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-320001	DIRECTORS FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-320002	PROF. DUESFEESMAGS.BKS	1,700.00	19.00	38.00	1,662.00	0.00	1,662.00	97.76
001-452-320003	CONFERENCES & WORKSHOPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-320004	STAFF MILEAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-320005	STAFF EXPENSE	250.00	1.25	1.25	248.75	0.00	248.75	99.50
001-452-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-331001	ELECTRICITY	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
001-452-331003	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-331004	TELEPHONE	1,300.00	111.04	222.08	1,077.92	0.00	1,077.92	82.92
001-452-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-331007	FEES(activenetccbank)	750.00	47.23	134.53	615.47	0.00	615.47	82.06
001-452-340000	INTERNET AND COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-340001	INTERNET AND COMMUNICATION	487.50	0.00	0.00	487.50	0.00	487.50	100.00
001-452-340002	DATA STORAGE AND BACK UP	87.50	0.00	0.00	87.50	0.00	87.50	100.00
001-452-340003	VIDEO AND PHOTOGRAPHY	87.50	0.00	229.00	-141.50	0.00	-141.50	-161.71
001-452-340004	ONLINE ADVERTISING	87.50	0.00	0.00	87.50	0.00	87.50	100.00
001-452-355000	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-355001	BUILDING MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-355002	STRUCTURE MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-355003	EQUIPMENT MAINT. & REPAIR	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-452-355004	GROUND MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-380003	PROGRAM CONTRACTS	18,000.00	2,148.00	8,058.00	9,942.00	0.00	9,942.00	55.23
001-452-380004	INSURANCE	4,300.00	290.62	290.62	4,009.38	0.00	4,009.38	93.24
001-452-380005	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-380006	EQUIP.MAINT. CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-380009	REFUNDS	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-452-456000	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-456001	PARKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-452-456002	EQUIPMENT RENTAL	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-452-456003	BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>48,525.00</u>	<u>2,912.19</u>	<u>10,157.95</u>	<u>38,367.05</u>	<u>0.00</u>	<u>38,367.05</u>	<u>79.07</u>
452	ADULT SPORTS DEPARTMENT	73,137.00	3,773.00	12,683.92	60,453.08	0.00	60,453.08	82.66
453	YOUTH SPORTS DEPARTMENT							
001-453-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-110033	SECRETARY I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-110042	YOUTH SPORTS ss SUPERVISOR	19,040.00	1,548.90	3,060.02	15,979.98	0.00	15,979.98	83.93
001-453-110043	SPORTS TECHNICIAN	39,558.00	3,139.50	6,279.00	33,279.00	0.00	33,279.00	84.13
001-453-110045	YOUTH SPORTS COORDINATOR	54,771.00	2,556.95	7,203.74	47,567.26	0.00	47,567.26	86.85
001-453-120000	PARTTIME & TEMP. SALARIES	60,375.00	0.00	0.00	60,375.00	0.00	60,375.00	100.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-453-120001	SPORTS LEADERS	0.00	11,565.83	12,358.47	-12,358.47	0.00	-12,358.47	0.00
001-453-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-135002	PARTTIME & TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-140001	FICA	13,292.00	1,439.04	2,210.94	11,081.06	0.00	11,081.06	83.37
001-453-140002	UNEMPLOYMENT	10,425.00	892.24	1,403.62	9,021.38	0.00	9,021.38	86.54
001-453-140003	RETIREMENT	9,183.00	1,080.55	1,573.18	7,609.82	0.00	7,609.82	82.87
001-453-140004	HEALTH INSURANCE	56,774.00	4,424.18	8,694.12	48,079.88	0.00	48,079.88	84.69
001-453-140005	SAIF	5,699.00	475.63	806.35	4,892.65	0.00	4,892.65	85.85
	PERSONNEL EXPENSE	269,117.00	27,122.82	43,589.44	225,527.56	0.00	225,527.56	83.80
001-453-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-210001	OFFICE SUPPLIES	3,500.00	430.13	5,390.95	-1,890.95	0.00	-1,890.95	-54.03
001-453-210002	POSTAGE SUPPLIES	175.00	11.97	16.38	158.62	0.00	158.62	90.64
001-453-210003	PROGRAM SUPPLIES	80,000.00	19,709.04	24,818.54	55,181.46	0.00	55,181.46	68.98
001-453-210004	SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-210005	JANITORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-210006	CHEMICAL & AGRI. SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-210007	STORE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-210008	GAS & OIL SUPPLIES	400.00	0.00	0.00	400.00	0.00	400.00	100.00
001-453-310000	PRNTGADVERPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-310001	CLASSIFIED ADS	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-453-310002	BROCHURE	800.00	0.00	0.00	800.00	0.00	800.00	100.00
001-453-310003	FLYERS, SCHEDULES, MISC.	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-453-320000	DUESMTGSTRAINTRVLEXPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-320001	DIRECTORS FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-320002	PROF. DUESFEESMAGS.BKS	1,500.00	19.00	38.00	1,462.00	0.00	1,462.00	97.47
001-453-320003	CONFERENCES & WORKSHOPS	300.00	0.00	0.00	300.00	0.00	300.00	100.00
001-453-320004	STAFF MILEAGE	700.00	0.00	0.00	700.00	0.00	700.00	100.00
001-453-320005	STAFF EXPENSE	1,200.00	1.25	1.91	1,198.09	0.00	1,198.09	99.84
001-453-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-331001	ELECTRICITY	2,000.00	761.52	1,321.85	678.15	0.00	678.15	33.91
001-453-331002	NATURAL GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-331003	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-331004	TELEPHONE	2,000.00	89.94	179.88	1,820.12	0.00	1,820.12	91.01
001-453-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-331007	FEES(activenetccbank)	8,000.00	319.19	531.44	7,468.56	0.00	7,468.56	93.36
001-453-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-340001	INTERNET AND COMMUNICATION	1,323.40	0.00	0.00	1,323.40	0.00	1,323.40	100.00
001-453-340002	DATA STORAGE & BACK UP	237.54	0.00	0.00	237.54	0.00	237.54	100.00
001-453-340003	VIDEO & PHOTOGRAPHY	237.53	0.00	229.00	8.53	0.00	8.53	3.59
001-453-340004	ONLINE ADVERTISING	237.53	0.00	0.00	237.53	0.00	237.53	100.00
001-453-355000	MAINENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-355001	BUILDING MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-355002	STRUCTURE MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-355003	EQUIPMENT MAINT. & REPAIR	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00
001-453-355004	GROUND MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-453-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-380001	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-380002	ARCHLANDSCAPE SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-380003	PROGRAM CONTRACTS	95,000.00	10,796.90	16,518.71	78,481.29	0.00	78,481.29	82.61
001-453-380004	INSURANCE SERVICES	5,000.00	1,012.59	1,012.59	3,987.41	0.00	3,987.41	79.75
001-453-380009	REFUNDS	1,000.00	897.00	897.00	103.00	0.00	103.00	10.30
001-453-456000	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-456001	PARKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-456002	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-453-456003	BUILDINGS & STRUCTURES	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
	MATL, SERV., SUPPLIES	216,711.00	34,048.53	50,956.25	165,754.75	0.00	165,754.75	76.49
453	YOUTH SPORTS DEPARTMENT	485,828.00	61,171.35	94,545.69	391,282.31	0.00	391,282.31	80.54
454	CLASSES/SPECIAL ACTIVITY							
001-454-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-110033	SECRETARY I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-110051	RECREATION SUPERVISOR	9,520.00	774.45	1,530.01	7,989.99	0.00	7,989.99	83.93
001-454-110053	RECREATION COORDINATOR	32,218.00	2,620.89	5,177.85	27,040.15	0.00	27,040.15	83.93
001-454-120000	PART TIME & TEMP SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-120001	PART TIME REC STAFF	38,577.00	3,142.45	6,367.83	32,209.17	0.00	32,209.17	83.49
001-454-120005	SPECIAL EVENTS LEADER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-140001	FICA	6,152.00	500.12	1,000.25	5,151.75	0.00	5,151.75	83.74
001-454-140002	UNEMPLOYMENT	4,825.00	290.89	610.62	4,214.38	0.00	4,214.38	87.34
001-454-140003	RETIREMENT	3,381.00	271.62	536.62	2,844.38	0.00	2,844.38	84.13
001-454-140004	HEALTH INSURANCE	18,003.00	1,367.82	2,735.64	15,267.36	0.00	15,267.36	84.80
001-454-140005	SAIF	2,638.00	176.32	352.48	2,285.52	0.00	2,285.52	86.64
	PERSONNEL EXPENSE	115,314.00	9,144.56	18,311.30	97,002.70	0.00	97,002.70	84.12
001-454-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-210001	OFFICE SUPPLIES	2,000.00	281.26	344.04	1,655.96	0.00	1,655.96	82.80
001-454-210002	POSTAGE SUPPLIES	400.00	1.89	7.56	392.44	0.00	392.44	98.11
001-454-210003	PROGRAM SUPPLIES	8,300.00	1,946.12	3,537.52	4,762.48	0.00	4,762.48	57.38
001-454-210004	SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-210005	JANITORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-210008	GAS & OIL SUPPLIES	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-454-210024	QUILT CLUB SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-310000	PRNTGADVERPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-310001	CLASSIFIED ADS	150.00	0.00	0.00	150.00	0.00	150.00	100.00
001-454-310002	BROCHURE	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-454-310003	FLYERS, SCHEDULES, MISC.	250.00	0.00	0.00	250.00	0.00	250.00	100.00
001-454-320000	DUES/MTG/STRAINTRV/LEXPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-454-320001	DIRECTORS FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-320002	PROF. DUESFEESMAGS.BKS	950.00	19.00	38.00	912.00	0.00	912.00	96.00
001-454-320003	CONFERENCES & WORKSHOPS	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-454-320004	STAFF MILEAGE	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-454-320005	STAFF EXPENSE	800.00	1.25	1.25	798.75	0.00	798.75	99.84
001-454-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-331001	ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-331002	NATURAL GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-331003	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-331004	TELEPHONE	400.00	0.00	0.00	400.00	0.00	400.00	100.00
001-454-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-331007	FEES(activenetccbank)	4,000.00	59.88	135.96	3,864.04	0.00	3,864.04	96.60
001-454-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-340001	INTERNET AND COMMUNICATION	400.00	0.00	0.00	400.00	0.00	400.00	100.00
001-454-340002	DATA STORAGE & BACK UP	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-454-340003	VIDEO & PHOTOGRAPHY	350.00	0.00	229.00	121.00	0.00	121.00	34.57
001-454-340004	ONLINE ADVERTISING	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-454-355000	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-355001	BUILDING MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-355002	STRUCTURE MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-355003	EQUIPMENT MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-355004	GROUND MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-380003	PROGRAM CONTRACTS	28,500.00	3,496.79	6,921.20	21,578.80	0.00	21,578.80	75.72
001-454-380004	INSURANCE SERVICES	5,000.00	290.62	290.62	4,709.38	0.00	4,709.38	94.19
001-454-380005	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-380006	EQUIPMENT MAINT. CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-380007	SENIOR TRIPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-380009	REFUNDS	150.00	0.00	0.00	150.00	0.00	150.00	100.00
001-454-380013	CONTRACTS-ADMISSIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-456000	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-456001	PARKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-456002	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-454-456003	BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	53,350.00	6,096.81	11,505.15	41,844.85	0.00	41,844.85	78.43
454	CLASSESSPECIAL ACTIVITY	168,664.00	15,241.37	29,816.45	138,847.55	0.00	138,847.55	82.32
455	PLAYGROUNDS & CENTERS							
001-455-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-110033	SECRETARY I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-110052	RECREATION SUPERVISOR	9,521.00	774.45	1,530.01	7,990.99	0.00	7,990.99	83.93
001-455-110055	RECREATION COORDINATOR	12,887.00	1,048.36	2,071.14	10,815.86	0.00	10,815.86	83.93

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-455-110056	CARE TECHNICIAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-120000	PART TIME & TEMP SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-120001	AFTER SCHOOL STAFF	350,175.00	54,108.41	93,803.79	256,371.21	0.00	256,371.21	73.21
001-455-120002	PLAYGROUNDEVENTS STAFF	0.00	802.64	1,966.50	-1,966.50	0.00	-1,966.50	0.00
001-455-120003	CENTERS STAFF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-120004	CARE DIRECTOR	45,793.00	3,725.22	7,359.58	38,433.42	0.00	38,433.42	83.93
001-455-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-135001	FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-135002	PARTIME & TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-140001	FICA	32,006.00	4,625.13	8,164.93	23,841.07	0.00	23,841.07	74.49
001-455-140002	UNEMPLOYMENT	25,103.00	3,045.69	5,400.79	19,702.21	0.00	19,702.21	78.49
001-455-140003	RETIREMENT	5,525.00	443.83	876.83	4,648.17	0.00	4,648.17	84.13
001-455-140004	HEALTH INSURANCE	40,195.00	3,001.03	6,002.05	34,192.95	0.00	34,192.95	85.07
001-455-140005	SAIF	4,854.00	770.15	1,366.68	3,487.32	0.00	3,487.32	71.84
	PERSONNEL EXPENSE	526,059.00	72,344.91	128,542.30	397,516.70	0.00	397,516.70	75.57
001-455-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-210001	OFFICE SUPPLIES	3,500.00	218.48	218.48	3,281.52	0.00	3,281.52	93.76
001-455-210002	POSTAGE SUPPLIES	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-455-210003	PROGRAM SUPPLIES	25,000.00	101.51	101.51	24,898.49	0.00	24,898.49	99.59
001-455-210004	CARE DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-210005	JANITORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-210006	CHEMICAL & AGRI SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-210007	STORE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-210008	GAS & OIL SUPPLIES	300.00	0.00	0.00	300.00	0.00	300.00	100.00
001-455-210013	SUMMER PLAYGR SUPPLIES	4,000.00	15.37	45.36	3,954.64	0.00	3,954.64	98.87
001-455-210014	CARE SNACKS	14,000.00	1,004.57	1,004.57	12,995.43	0.00	12,995.43	92.82
001-455-310000	PRNTGADVERPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-310001	CLASSIFIED ADS	300.00	0.00	0.00	300.00	0.00	300.00	100.00
001-455-310002	BROCHURE	1,000.00	85.53	171.06	828.94	0.00	828.94	82.89
001-455-310003	FLYERS, SCHEDULES, MISC.	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-455-320000	DUESMTGSTRAINTRVLEXPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-320002	PROF. DUESFEESMAGS.BKS	815.00	19.00	110.00	705.00	0.00	705.00	86.50
001-455-320003	CONFERENCES & WORKSHOPS	700.00	0.00	0.00	700.00	0.00	700.00	100.00
001-455-320004	STAFF MILEAGE	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-455-320005	STAFF EXPENSE	2,000.00	1.25	4.72	1,995.28	0.00	1,995.28	99.76
001-455-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-331001	ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-331002	NATURAL GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-331003	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-331004	TELEPHONE	5,500.00	474.03	948.40	4,551.60	0.00	4,551.60	82.76
001-455-331007	FEES(activenetccbank)	42,000.00	4,024.66	7,671.54	34,328.46	0.00	34,328.46	81.73
001-455-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-340001	INTERNET AND COMMUNICATION	1,100.00	0.00	0.00	1,100.00	0.00	1,100.00	100.00
001-455-340002	DATA STORAGE AND BACK UP	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-455-340003	VIDEO AND PHOTOGRAPHY	500.00	0.00	229.00	271.00	0.00	271.00	54.20

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-455-340004	ONLINE ADVERTISING	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-455-355000	MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-355001	BUILDING MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-355002	STRUCTURE MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-355003	EQUIPMENT MAINT. & REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-380003	PROGRAM CONTRACTS	8,000.00	741.99	2,282.39	5,717.61	0.00	5,717.61	71.47
001-455-380004	INSURANCE SERVICES	6,000.00	290.62	290.62	5,709.38	0.00	5,709.38	95.16
001-455-380009	REFUNDS	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
001-455-380013	CONTRACTS-ADMISSIONS	10,000.00	200.00	200.00	9,800.00	0.00	9,800.00	98.00
001-455-456000	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-455-456002	EQUIPMENT RENTAL	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
001-455-456003	BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	134,215.00	7,177.01	13,277.65	120,937.35	0.00	120,937.35	90.11
001-455-610001	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CAPITAL OUTLAY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
455	PLAYGROUNDS & CENTERS	660,274.00	79,521.92	141,819.95	518,454.05	0.00	518,454.05	78.52
456	COMM CNTRS SCOUT HOUSE							
001-456-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-110001	RECREATION SUPERVISOR	4,760.00	387.22	765.00	3,995.00	0.00	3,995.00	83.93
001-456-110002	RECREATION COORDINATOR	12,887.00	1,048.36	2,071.14	10,815.86	0.00	10,815.86	83.93
001-456-110003	ADULTYOUTH COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-110004	SR. CENTER SPECIALIST	43,613.00	3,386.77	6,525.95	37,087.05	0.00	37,087.05	85.04
001-456-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-110034	SECRETARY II	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-120000	PARTTIME & TEMP. SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-120001	BUILDING LEADER	7,244.00	96.26	287.74	6,956.26	0.00	6,956.26	96.03
001-456-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-140001	FICA	5,241.00	376.30	738.25	4,502.75	0.00	4,502.75	85.91
001-456-140002	UNEMPLOYMENT	4,111.00	237.78	480.17	3,630.83	0.00	3,630.83	88.32
001-456-140003	RETIREMENT	4,963.00	385.79	748.97	4,214.03	0.00	4,214.03	84.91
001-456-140004	HEALTH INSURANCE	38,299.00	2,898.49	5,796.97	32,502.03	0.00	32,502.03	84.86
001-456-140005	SAIF	1,174.00	82.20	160.11	1,013.89	0.00	1,013.89	86.36
	PERSONNEL EXPENSE	122,292.00	8,899.17	17,574.30	104,717.70	0.00	104,717.70	85.63
001-456-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-210001	OFFICE SUPPLIES	1,000.00	254.97	1,113.97	-113.97	0.00	-113.97	-11.40
001-456-210002	POSTAGE SUPPLIES	400.00	0.63	1.26	398.74	0.00	398.74	99.69
001-456-210003	PROGRAM SUPPLIES	4,000.00	130.38	130.38	3,869.62	0.00	3,869.62	96.74
001-456-210006	CHEMICAL & AGRI. SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-210008	GAS & OIL SUPPLIES	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-456-210013	VENDING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-310001	CLASSIFIED ADS	450.00	0.00	0.00	450.00	0.00	450.00	100.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-456-310002	BROCHURE	1,000.00	62.78	125.56	874.44	0.00	874.44	87.44
001-456-310003	FLYERS, SCHEDULES, MISC.	250.00	0.00	0.00	250.00	0.00	250.00	100.00
001-456-320002	PROF DUESFEESMAGSBOOKS	450.00	19.00	38.00	412.00	0.00	412.00	91.56
001-456-320003	CONF & WORKSHOPS	600.00	0.00	0.00	600.00	0.00	600.00	100.00
001-456-320004	STAFF MILEAGE	1,100.00	0.00	0.00	1,100.00	0.00	1,100.00	100.00
001-456-320005	STAFF EXPENSES	300.00	1.25	11.81	288.19	0.00	288.19	96.06
001-456-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-331001	ELECTRICITY	8,000.00	839.23	1,594.33	6,405.67	0.00	6,405.67	80.07
001-456-331002	NATURAL GAS	1,400.00	17.61	17.61	1,382.39	0.00	1,382.39	98.74
001-456-331003	WATER & SEWER	30,000.00	2,308.99	2,308.99	27,691.01	0.00	27,691.01	92.30
001-456-331004	TELEPHONE	1,900.00	123.21	246.42	1,653.58	0.00	1,653.58	87.03
001-456-331005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-331007	FEES(activenetccbank)	5,500.00	26.26	829.86	4,670.14	0.00	4,670.14	84.91
001-456-340000	INTERNET AND COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-340001	INTERNET AND COMMUNICATION	400.00	0.00	0.00	400.00	0.00	400.00	100.00
001-456-340002	DATA STORAGE & BACK UP	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-456-340003	VIDEO & PHOTOGRAPHY	350.00	0.00	228.99	121.01	0.00	121.01	34.57
001-456-340004	ONLINE ADVERTISING	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-456-355003	EQUIPMENT MAINT. & REPAIR	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-456-380000	PROF. & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-380003	PROGRAM CONTRACTS	6,000.00	37.09	900.89	5,099.11	0.00	5,099.11	84.99
001-456-380004	INSURANCE SERVICES	51,000.00	290.66	290.66	50,709.34	0.00	50,709.34	99.43
001-456-380006	EQUIP MAINT CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-456-380007	SENIOR TRIPS	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
001-456-380009	REFUNDS	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
001-456-456002	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL., SERV., SUPPLIES	<u>121,700.00</u>	<u>4,112.06</u>	<u>7,838.73</u>	<u>113,861.27</u>	<u>0.00</u>	<u>113,861.27</u>	<u>93.56</u>
456	COMM CNTRS SCOUT HOUSE	243,992.00	13,011.23	25,413.03	218,578.97	0.00	218,578.97	89.58
457	COMM SCHOOLS							
001-457-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-110032	SUPERVISOR	11,424.00	929.33	1,835.99	9,588.01	0.00	9,588.01	83.93
001-457-110057	COMM SCHOOL COORDINATOR	6,444.00	524.15	1,035.53	5,408.47	0.00	5,408.47	83.93
001-457-120000	PART-TIME & TEMP SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-120001	PART TIME STAFF	26,420.00	909.10	1,412.91	25,007.09	0.00	25,007.09	94.65
001-457-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-135001	FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-135002	PART TIME & TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-140001	FICA	3,389.00	180.74	327.76	3,061.24	0.00	3,061.24	90.33
001-457-140002	UNEMPLOYEMENT	2,658.00	72.64	157.45	2,500.55	0.00	2,500.55	94.08
001-457-140003	RETIREMENT	1,448.00	116.28	229.74	1,218.26	0.00	1,218.26	84.13
001-457-140004	HEALTH INSURANCE	6,028.00	475.78	951.58	5,076.42	0.00	5,076.42	84.21

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-457-140005	WORKERS COMP	1,453.00	67.08	129.33	1,323.67	0.00	1,323.67	91.10
	PERSONNEL EXPENSE	59,264.00	3,275.10	6,080.29	53,183.71	0.00	53,183.71	89.74
001-457-210000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210001	OFFICE SUPPLIES	0.00	311.95	368.93	-368.93	0.00	-368.93	0.00
001-457-210002	POSTAGE SUPPLIES	2,000.00	2.52	3.78	1,996.22	0.00	1,996.22	99.81
001-457-210003	PROGRAM SUPPLIES	400.00	0.00	553.41	-153.41	0.00	-153.41	-38.35
001-457-210004	SMALL TOOLS	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
001-457-210005	JANITORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210006	CHEMICAL & AGRIL SUPP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210007	STORE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210008	GAS & OIL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-210014	SNACKS & FOOD	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-457-210015	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-310000	PRNTADPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-310001	CLASSIFIED ADS	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-457-310002	BROCHURE	50.00	0.00	0.00	50.00	0.00	50.00	100.00
001-457-310003	FLYERSSCHEDMISC	250.00	0.00	0.00	250.00	0.00	250.00	100.00
001-457-320000	DUESMEETTRNTRVEXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-320001	DIRECTOR FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-320002	PROF DUESFEESMAGBOOK	400.00	19.00	38.00	362.00	0.00	362.00	90.50
001-457-320003	CONF & WORKSHOPS	400.00	0.00	0.00	400.00	0.00	400.00	100.00
001-457-320004	STAFF MILEAGE	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-457-320005	STAFF EXPENSE	400.00	0.00	0.00	400.00	0.00	400.00	100.00
001-457-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-331001	ELECTRIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-331002	NATURAL GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-331003	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-331004	TELEPHONE	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-457-331005	COMPUTER & CABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-331007	FEES(activenetccbank)	1,000.00	0.30	46.05	953.95	0.00	953.95	95.40
001-457-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-340001	INTERNET AND COMMUNICATION	400.00	0.00	0.00	400.00	0.00	400.00	100.00
001-457-340002	DATA STORAGE AND BACK UP	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-457-340003	VIDEO & PHOTOGRAPHY	350.00	0.00	229.00	121.00	0.00	121.00	34.57
001-457-340004	ONLINE ADVERTISING	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-457-355000	MAINT & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-355001	BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-355002	STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-355003	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-355004	GROUNDNS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-355005	VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380000	PROF & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380001	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380002	AUDIT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380003	PROGRAM CONTRACTS	17,000.00	2,600.00	3,428.24	13,571.76	0.00	13,571.76	79.83
001-457-380004	INSURANCE SERVICES	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-457-380005	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380006	EQUIP MAINT CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380007	CONSULTANT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380008	PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-380009	REFUNDS	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-457-391000	ELECTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-456000	RENTALSLEASES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-456002	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-457-456003	BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	31,250.00	2,933.77	4,667.41	26,582.59	0.00	26,582.59	85.06
457	COMM SCHOOLS	90,514.00	6,208.87	10,747.70	79,766.30	0.00	79,766.30	88.13
458	GOLF COURSE MAINT.							
001-458-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-110058	GOLF COURSE SUPERVISOR	9,520.00	774.45	1,530.01	7,989.99	0.00	7,989.99	83.93
001-458-110059	GC MAINT COORDINATOR	58,445.00	4,638.48	9,276.96	49,168.04	0.00	49,168.04	84.13
001-458-110060	GOLF MECHANIC	48,083.00	0.00	0.00	48,083.00	0.00	48,083.00	100.00
001-458-110061	Golf Landscaper	58,445.00	7,025.43	9,823.35	48,621.65	0.00	48,621.65	83.19
001-458-110062	ASSIST GROUNDS GC	39,558.00	0.00	0.00	39,558.00	0.00	39,558.00	100.00
001-458-120000	PARTTIME & TEMP SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-120001	PART TIME HELP	160,080.00	30,903.86	56,852.42	103,227.58	0.00	103,227.58	64.48
001-458-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-135001	FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-135002	PART TIME & TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-140001	FICA	28,622.00	3,270.72	5,882.44	22,739.56	0.00	22,739.56	79.45
001-458-140002	UNEMPLOYEMENT	22,448.00	2,176.56	3,911.83	18,536.17	0.00	18,536.17	82.57
001-458-140003	RETIREMENT	17,339.00	623.98	908.25	16,430.75	0.00	16,430.75	94.76
001-458-140004	HEALTH INS	96,761.00	1,860.35	3,314.19	93,446.81	0.00	93,446.81	96.57
001-458-140005	WORKERS COMP	12,272.00	683.65	1,338.45	10,933.55	0.00	10,933.55	89.09
	PERSONNEL EXPENSE	551,573.00	51,957.48	92,837.90	458,735.10	0.00	458,735.10	83.17
001-458-210000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-210001	OFFICE SUPPLIES	1,852.00	699.25	1,788.64	63.36	0.00	63.36	3.42
001-458-210002	POSTAGE SUPPLIES	466.00	2.59	2.59	463.41	0.00	463.41	99.44
001-458-210003	PROGRAM SUPPLIES	16,403.00	0.00	546.80	15,856.20	0.00	15,856.20	96.67
001-458-210004	SMALL TOOLS	6,425.00	668.39	668.39	5,756.61	0.00	5,756.61	89.60
001-458-210005	JANITORIAL SUPPLIES	2,088.00	0.00	0.00	2,088.00	0.00	2,088.00	100.00
001-458-210006	CHEMICAL & AGRI. SUPPLIES	107,711.00	2,338.56	2,338.56	105,372.44	0.00	105,372.44	97.83
001-458-210007	STORE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-210008	GAS & OIL SUPPLIES	40,857.00	7,544.84	9,698.79	31,158.21	0.00	31,158.21	76.26
001-458-210014	SNACKS & FOOD	687.00	70.29	70.29	616.71	0.00	616.71	89.77
001-458-210015	UNIFORMS	960.00	0.00	0.00	960.00	0.00	960.00	100.00
001-458-310000	PRINTADPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-458-310001	CLASSIFIED ADS	530.00	0.00	0.00	530.00	0.00	530.00	100.00
001-458-310002	BROCHURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-310003	FLYERSSCHEDMISC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-320000	DUESMEETTRNTRAVEXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-320001	DIRECTOR FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-320002	PROF DUESFEESMAGBOOKS	2,650.00	0.00	0.00	2,650.00	0.00	2,650.00	100.00
001-458-320003	CONF & WORKSHOPS	3,615.00	0.00	100.00	3,515.00	0.00	3,515.00	97.23
001-458-320004	STAFF MILEAGE	131.00	0.00	0.00	131.00	0.00	131.00	100.00
001-458-320005	STAFF EXPENSE	260.00	1.25	4.10	255.90	0.00	255.90	98.42
001-458-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-331001	ELECTRIC	20,845.00	441.80	1,013.78	19,831.22	0.00	19,831.22	95.14
001-458-331002	NATURAL GAS	8,112.00	0.00	168.21	7,943.79	0.00	7,943.79	97.93
001-458-331003	WATER & SEWER	123,310.00	55,183.91	55,183.91	68,126.09	0.00	68,126.09	55.25
001-458-331004	TELEPHONE	3,500.00	181.56	346.36	3,153.64	0.00	3,153.64	90.10
001-458-331005	COMPUTER & CABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-331006	GARBAGE EXPENSE	791.00	0.00	0.00	791.00	0.00	791.00	100.00
001-458-331007	FEES(activenetccbank)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-340001	INTERNET AND COMMUNICATION	150.00	0.00	0.00	150.00	0.00	150.00	100.00
001-458-340002	DATA STORAGE AND BACKUP	150.00	0.00	0.00	150.00	0.00	150.00	100.00
001-458-340003	VIDEO AND PHOTOGRAPHY	75.00	0.00	0.00	75.00	0.00	75.00	100.00
001-458-340004	ONLINE ADVERTISING	66.00	0.00	0.00	66.00	0.00	66.00	100.00
001-458-355000	MAINT & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-355001	BUILDINGS	7,308.00	822.16	822.16	6,485.84	0.00	6,485.84	88.75
001-458-355002	STRUCTURES	0.00	643.40	643.40	-643.40	0.00	-643.40	0.00
001-458-355003	EQUIPMENT	46,488.00	11,778.26	12,168.77	34,319.23	0.00	34,319.23	73.82
001-458-355004	GROUNDS	110,403.00	480.41	480.41	109,922.59	0.00	109,922.59	99.56
001-458-355005	VEHICLES	1,600.00	0.00	0.00	1,600.00	0.00	1,600.00	100.00
001-458-380000	PROF & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-380001	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-380002	AUDIT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-380003	PROGRAM CONTRACTS	72,160.00	1,512.80	1,797.27	70,362.73	0.00	70,362.73	97.51
001-458-380004	INSURANCE	13,000.00	0.00	0.00	13,000.00	0.00	13,000.00	100.00
001-458-380005	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-380006	EQUIP MAINT CONTRACTS	7,530.00	0.00	0.00	7,530.00	0.00	7,530.00	100.00
001-458-380007	CONSULTANT SERVICES	2,500.00	0.00	0.00	2,500.00	0.00	2,500.00	100.00
001-458-380008	PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-391000	ELECTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-456000	RENTALSLEASES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-458-456002	EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-458-456003	BUILD & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	603,623.00	82,369.47	87,842.43	515,780.57	0.00	515,780.57	85.45
458	GOLF COURSE MAINT.	1,155,196.00	134,326.95	180,680.33	974,515.67	0.00	974,515.67	84.36

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
459	GOLF CLUB HOUSE							
001-459-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-110001	Special Services Supervisor	12,376.00	1,006.79	1,989.03	10,386.97	0.00	10,386.97	83.93
001-459-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-110059	CLUB HOUSE COORDINATOR	82,238.00	6,689.97	13,216.77	69,021.23	0.00	69,021.23	83.93
001-459-110060	CLUB HOUSE ASST	48,083.00	3,911.48	7,727.56	40,355.44	0.00	40,355.44	83.93
001-459-110061	CLUB HOUSE ASSISTANT 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-120000	PART TIME & TEMP SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-120001	GOLF CLERKS	138,000.00	12,168.76	23,265.29	114,734.71	0.00	114,734.71	83.14
001-459-120002	MARSHALLSTARTER STAFF	5,175.00	897.00	1,621.50	3,553.50	0.00	3,553.50	68.67
001-459-120003	OUTSIDE SERVICE STAFF	53,475.00	8,867.72	16,420.47	37,054.53	0.00	37,054.53	69.29
001-459-120004	GOLF	8,625.00	0.00	0.00	8,625.00	0.00	8,625.00	100.00
001-459-120005	GOLF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-120006	SNACK BAR CLERK	25,875.00	0.00	0.00	25,875.00	0.00	25,875.00	100.00
001-459-120007	BEVERAGE CART CLERK	17,250.00	0.00	0.00	17,250.00	0.00	17,250.00	100.00
001-459-120008	CATERING STAFF	1,725.00	2,141.08	4,801.90	-3,076.90	0.00	-3,076.90	-178.37
001-459-120010	GOLF AMBASSADOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-120011	LESSON	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
001-459-135000	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-135001	FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-135002	PART TIME & TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-140001	FICA	30,816.00	2,729.76	5,281.76	25,534.24	0.00	25,534.24	82.86
001-459-140002	UNEMPLOYEMENT	24,170.00	1,708.02	3,409.35	20,760.65	0.00	20,760.65	85.89
001-459-140003	RETIREMENT	11,559.00	928.65	1,834.65	9,724.35	0.00	9,724.35	84.13
001-459-140004	HEALTH INS	44,853.00	3,405.08	6,810.16	38,042.84	0.00	38,042.84	84.82
001-459-140005	WORKERS COMP	5,795.00	580.74	1,137.56	4,657.44	0.00	4,657.44	80.37
	PERSONNEL EXPENSE	520,015.00	45,035.05	87,516.00	432,499.00	0.00	432,499.00	83.17
001-459-210000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-210001	OFFICE SUPPLIES	1,000.00	402.07	456.43	543.57	0.00	543.57	54.36
001-459-210002	POSTAGE SUPPLIES	1,000.00	657.94	667.39	332.61	0.00	332.61	33.26
001-459-210003	PROGRAM SUPPLIES	46,750.00	5,037.79	6,927.79	39,822.21	0.00	39,822.21	85.18
001-459-210004	SMALL TOOLS	200.00	32.25	32.25	167.75	0.00	167.75	83.88
001-459-210005	JANITORIAL SUPPLIES	6,000.00	70.51	190.51	5,809.49	0.00	5,809.49	96.82
001-459-210006	CHEM & AGRICULT. SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-210007	STORE SUPPLIES	170,500.00	32,986.21	49,500.46	120,999.54	0.00	120,999.54	70.97
001-459-210008	GAS & OIL SUPPLIES	250.00	0.00	0.00	250.00	0.00	250.00	100.00
001-459-210014	SNACKS & FOOD	500.00	76.20	76.20	423.80	0.00	423.80	84.76
001-459-210015	UNIFORMS	3,500.00	0.00	0.00	3,500.00	0.00	3,500.00	100.00
001-459-310000	PRINTADPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-310001	CLASSIFIED ADS	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-459-310002	BROCHURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-310003	FLYERSSCHEDMISC	26,900.00	1,454.00	2,283.24	24,616.76	0.00	24,616.76	91.51
001-459-320000	DUESMBETTRAINEXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-320001	DIRECTOR FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-320002	PROF DUESFEESMAGBOOKS	3,750.00	0.00	0.00	3,750.00	0.00	3,750.00	100.00
001-459-320003	CONF & WORKSHOPS	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-459-320004	STAFF MILEAGE	750.00	0.00	0.00	750.00	0.00	750.00	100.00
001-459-320005	STAFF EXPENSE	750.00	1.25	2.06	747.94	0.00	747.94	99.73
001-459-331001	ELECTRIC	41,825.00	5,868.79	11,731.49	30,093.51	0.00	30,093.51	71.95
001-459-331002	NATURAL GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-331003	WATER & SEWER	18,500.00	1,477.53	1,477.53	17,022.47	0.00	17,022.47	92.01
001-459-331004	TELEPHONE	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
001-459-331005	COMPUTER & CABLE	0.00	215.82	431.64	-431.64	0.00	-431.64	0.00
001-459-331006	GARBAGE	5,500.00	0.00	0.00	5,500.00	0.00	5,500.00	100.00
001-459-331007	FEES(activenetocbank)	46,000.00	6,773.79	15,202.52	30,797.48	0.00	30,797.48	66.95
001-459-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-340001	INTERNET AND COMMUNICATION	1,110.00	0.00	0.00	1,110.00	0.00	1,110.00	100.00
001-459-340002	DATA STORAGE AND BACK UP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-340003	VIDEO AND PHOTOGRAPHY	132.00	0.00	229.00	-97.00	0.00	-97.00	-73.48
001-459-340004	ONLINE ADVERTISING	185.00	0.00	0.00	185.00	0.00	185.00	100.00
001-459-355000	MAINT & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-355001	BUILDINGS	5,000.00	1,158.69	1,158.69	3,841.31	0.00	3,841.31	76.83
001-459-355002	STRUCTURES	5,000.00	1,170.00	1,170.00	3,830.00	0.00	3,830.00	76.60
001-459-355003	EQUIPMENT	10,000.00	6,606.57	6,606.57	3,393.43	0.00	3,393.43	33.93
001-459-355004	GROUNDS	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
001-459-355005	VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380000	PROF & CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380001	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380002	AUDIT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380003	PROGRAM CONTRACTS	15,000.00	2,883.55	4,000.31	10,999.69	0.00	10,999.69	73.33
001-459-380004	INSURANCE	9,000.00	290.62	290.62	8,709.38	0.00	8,709.38	96.77
001-459-380005	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380006	EQUIPM MAIN CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380007	CONSULTANT SERVICES	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
001-459-380008	PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-380009	REFUNDS	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00
001-459-456000	RENTALSLEASES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-459-456002	EQUIPMENT	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
001-459-456003	BUILD & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	438,302.00	67,163.58	102,434.70	335,867.30	0.00	335,867.30	76.63
459	GOLF CLUB HOUSE	958,317.00	112,198.63	189,950.70	768,366.30	0.00	768,366.30	80.18
460	EWING YOUNG PARK PROGRAM							
001-460-120000	PARTTIME & TEMP. SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-120002	PART TIME SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-140001	FICA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-140002	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-140005	SAIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	PERSONNEL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-460-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-210003	MATERIALS, SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-460-380003	PROGRAM CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460	EWING YOUNG PARK PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
470	ACQUISITION & IMPROVEMENT							
001-470-620006	PARKS REPLACEMENTREPAIR	573,474.00	0.00	48,787.50	524,686.50	0.00	524,686.50	91.49
001-470-620008	RECREATION REPLACERPAIR	25,600.00	0.00	0.00	25,600.00	0.00	25,600.00	100.00
001-470-620009	GOLF-EQUIPBUILDINGS	232,380.00	224,603.43	224,603.43	7,776.57	0.00	7,776.57	3.35
001-470-620010	NEW DEVELOPMENT	2,917,902.00	0.00	0.00	2,917,902.00	0.00	2,917,902.00	100.00
001-470-620012	LAND ACQUISITION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-470-620014	ADM REPLACERPAIR	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00	100.00
001-470-620016	AQUATIC REPLACERPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CAPITAL OUTLAY	3,799,356.00	224,603.43	273,390.93	3,525,965.07	0.00	3,525,965.07	92.80
470	ACQUISITION & IMPROVEMENT	3,799,356.00	224,603.43	273,390.93	3,525,965.07	0.00	3,525,965.07	92.80
472	JAQUITH CONCESSION							
001-472-110000	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-110070	REC SUPERVISOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-120000	PARTTIME & TEMP. SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-120001	CONCESSION MANAGER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-120002	CONCESSION ATTENDANT	27,854.00	0.00	0.00	27,854.00	0.00	27,854.00	100.00
001-472-140000	PAYROLL TAXES & FRINGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-140001	CONCESSION FICA	2,131.00	0.00	0.00	2,131.00	0.00	2,131.00	100.00
001-472-140002	UNEMPLOYMENT	1,672.00	0.00	0.00	1,672.00	0.00	1,672.00	100.00
001-472-140003	CONCESS RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-140004	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-140005	CONCESSION SAIF	914.00	0.00	0.00	914.00	0.00	914.00	100.00
	PERSONNEL EXPENSE	32,571.00	0.00	0.00	32,571.00	0.00	32,571.00	100.00
001-472-210000	MATERIAL & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-210001	CONCESSION OFFICE SUPPLS	60.00	0.00	0.00	60.00	0.00	60.00	100.00
001-472-210002	CONCESSION POSTAGE SUPPLIES	30.00	0.00	0.00	30.00	0.00	30.00	100.00
001-472-210003	CONCESSION SUPPLIES	16,100.00	0.00	0.00	16,100.00	0.00	16,100.00	100.00
001-472-210004	CONCESSION SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-310000	PRNTGADVERPUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-310001	CLASSIFIED ADS	75.00	0.00	0.00	75.00	0.00	75.00	100.00
001-472-310003	FLYERS, SCHEDULES, MISC.	125.00	0.00	0.00	125.00	0.00	125.00	100.00
001-472-320002	PROF DUESFEESMAGS	1,050.00	0.00	0.00	1,050.00	0.00	1,050.00	100.00
001-472-320003	CONF & WORKSHOPS	700.00	0.00	0.00	700.00	0.00	700.00	100.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-472-320004	CONCESSION MILEAGE	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-472-331001	CONCESSION ELECTRICITY	1,600.00	0.00	0.00	1,600.00	0.00	1,600.00	100.00
001-472-331004	CONCESSION TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-331007	FEES(activenetccbank)	1,400.00	0.00	0.00	1,400.00	0.00	1,400.00	100.00
001-472-355001	CONCESS BLDG MAINTREPAIR	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-472-355003	CONCESS EQUIP MAINTREP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-380003	CONCESSIONS CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-472-380004	CONCESSION INSURANCE	2,100.00	0.00	0.00	2,100.00	0.00	2,100.00	100.00
	MATL, SERV., SUPPLIES	<u>23,940.00</u>	<u>0.00</u>	<u>0.00</u>	<u>23,940.00</u>	<u>0.00</u>	<u>23,940.00</u>	<u>100.00</u>
472	JAQUITH CONCESSION	56,511.00	0.00	0.00	56,511.00	0.00	56,511.00	100.00
474	PRESCHOOL							
001-474-110032	ADMIN COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-474-110080	RECREATION SUPERVISOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-474-120001	PRESCHOOL HEAD INSTRUCTOR	13,695.00	0.00	0.00	13,695.00	0.00	13,695.00	100.00
001-474-120002	PRESCHOOL INSTRUCTORS	45,793.00	3,725.22	7,359.58	38,433.42	0.00	38,433.42	83.93
001-474-140001	PRESCH FICA	4,551.00	284.99	563.03	3,987.97	0.00	3,987.97	87.63
001-474-140002	UNEMPLOYMENT	3,570.00	198.41	391.58	3,178.42	0.00	3,178.42	89.03
001-474-140003	RETIREMENT	3,710.00	298.01	588.75	3,121.25	0.00	3,121.25	84.13
001-474-140004	PRESCH HEALTH INS	11,079.00	812.78	1,625.56	9,453.44	0.00	9,453.44	85.33
001-474-140005	PRESCH SAIF	619.00	46.38	80.76	538.24	0.00	538.24	86.95
	PERSONNEL EXPENSE	83,017.00	5,365.79	10,609.26	72,407.74	0.00	72,407.74	87.22
001-474-210001	OFFICE SUPPLIES	900.00	254.97	254.97	645.03	0.00	645.03	71.67
001-474-210002	PRESCHOOL POSTAGE	300.00	0.00	0.00	300.00	0.00	300.00	100.00
001-474-210003	PRESCHOOL SUPPLIES	2,905.00	72.79	72.79	2,832.21	0.00	2,832.21	97.49
001-474-310001	CLASSIFIED ADS	250.00	0.00	0.00	250.00	0.00	250.00	100.00
001-474-310002	PRESCH BROCHURE EXP	600.00	23.78	47.56	552.44	0.00	552.44	92.07
001-474-310003	FLYERS, SCHEDULES, MISC.	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-474-320002	PRESSCH DUESFEES	450.00	19.00	38.00	412.00	0.00	412.00	91.56
001-474-320003	PRESCH CONFERENCES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-474-320004	PRESCHOOL MILEAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-474-320005	STAFF EXPENSES	100.00	0.00	0.46	99.54	0.00	99.54	99.54
001-474-331001	PRESCH ELECTRICITY	600.00	31.80	62.41	537.59	0.00	537.59	89.60
001-474-331002	PRESCH NATGAS	1,200.00	17.61	17.61	1,182.39	0.00	1,182.39	98.53
001-474-331003	PRESCH WATERSEWER	1,700.00	146.26	146.26	1,553.74	0.00	1,553.74	91.40
001-474-331004	PRESCH TELEPHONE	1,200.00	55.52	111.04	1,088.96	0.00	1,088.96	90.75
001-474-331007	FEES(activenetccbank)	2,500.00	217.41	217.41	2,282.59	0.00	2,282.59	91.30
001-474-340000	INTERNET & COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-474-340001	INTERNET AND COMMUNICATION	400.00	0.00	0.00	400.00	0.00	400.00	100.00
001-474-340002	DATA STORAGE AND BACK UP	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-474-340003	VIDEO & PHTOGRAPHY	350.00	0.00	229.00	121.00	0.00	121.00	34.57
001-474-340004	ONLINE ADVERTISING	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-474-380003	PROGRAM REFUNDS	0.00	37.10	900.90	-900.90	0.00	-900.90	0.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
001-474-380004	PRESCH INSURANCE	2,700.00	290.62	290.62	2,409.38	0.00	2,409.38	89.24
001-474-380009	REFUNDS	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
	MATL, SERV., SUPPLIES	<u>17,655.00</u>	<u>1,166.86</u>	<u>2,389.03</u>	<u>15,265.97</u>	<u>0.00</u>	<u>15,265.97</u>	<u>86.47</u>
474	PRESCHOOL	100,672.00	6,532.65	12,998.29	87,673.71	0.00	87,673.71	87.09
476	Dept							
001-476-210006	BABE RUTH INCOME REPAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-476-380003	BABE RUTH CONTRACT SERVS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
476	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
477	Dept							
001-477-120001		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-477-210001		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-477-210004		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-477-320001		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-477-320004		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
477	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
478	Dept							
001-478-210006	L. LEAGUE INCOME REPAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-478-380003	LITTLE LEAGUE CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
478	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
479	Dept							
001-479-120001		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
479	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
480	CONTINGENCY							
001-480-800000	RES.FOR CONTINGENCY &	1,420,218.00	0.00	0.00	1,420,218.00	0.00	1,420,218.00	100.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
	LOANS							
	CONTINGENCY	<u>1,420,218.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,420,218.00</u>	<u>0.00</u>	<u>1,420,218.00</u>	<u>100.00</u>
480	CONTINGENCY	1,420,218.00	0.00	0.00	1,420,218.00	0.00	1,420,218.00	100.00
501	COMMUNITY PROGRESS TEAM							
001-501-120001	DCC DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-210000	MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-210001	DCC OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-210002	DCC POSTAGE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-210003	DCC PROGRAM SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-210004	DCC PERIODICALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-210005	DCCCPRD CO SPONSORED EVENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-310003	DCC PRINTING AND PUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-320001	DCC MEMBERSHIP DUES & FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-320003	DCC CONFERENCES & WORKSHOPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-320004	DCC STAFF MILEAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-331000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-331001	ELECTRIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-331004	DCC TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-380004	INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-501-620001	DCC CAPITAL OUTLAY MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
501	COMMUNITY PROGRESS TEAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
502	NDOT EXPENSES							
001-502-120001	NDOT PAYROLL EXPENSES MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
502	NDOT EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
503	NEWBERG BAMBINO LEAGUE							
001-503-210003	LITTLE LEAGUE REPAYMENT MATL, SERV., SUPPLIES	<u>8,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,000.00</u>	<u>0.00</u>	<u>8,000.00</u>	<u>100.00</u>
503	NEWBERG BAMBINO LEAGUE	8,000.00	0.00	0.00	8,000.00	0.00	8,000.00	100.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
504 001-504-210003	BABE RUTH LEAGUE BABE RUTH REPAYMENT MATL, SERV., SUPPLIES	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
504	BABE RUTH LEAGUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
505 001-505-210003	CHEHALEM TIGER VOLLEYBALL CLUB CTVC EXPENSES MATL, SERV., SUPPLIES	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
505	CHEHALEM TIGER VOLLEYBALL CLUB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
506 001-506-210003	QUILT CLUB QUILT CLUB EXPENSES MATL, SERV., SUPPLIES	1,500.00 <u>1,500.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	1,500.00 <u>1,500.00</u>	0.00 <u>0.00</u>	1,500.00 <u>1,500.00</u>	100.00 <u>100.00</u>
506	QUILT CLUB	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
507 001-507-210003	Dept NEWBERG THEATRE GROUP EXPENSES MATL, SERV., SUPPLIES	10,000.00 <u>10,000.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	10,000.00 <u>10,000.00</u>	0.00 <u>0.00</u>	10,000.00 <u>10,000.00</u>	100.00 <u>100.00</u>
507	Dept	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
508 001-508-210003	Dept HISTORIC FRIENDS MATL, SERV., SUPPLIES	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
508	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
509 001-509-210003	Dept Tualatin Valley Youth Football MATL, SERV., SUPPLIES	22,000.00 <u>22,000.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	22,000.00 <u>22,000.00</u>	0.00 <u>0.00</u>	22,000.00 <u>22,000.00</u>	100.00 <u>100.00</u>

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
509	Dept	22,000.00	0.00	0.00	22,000.00	0.00	22,000.00	100.00
510	Dept							
001-510-210003	LACROSSE REPMT MATL, SERV., SUPPLIES	10,000.00 <u>10,000.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	10,000.00 <u>10,000.00</u>	0.00 <u>0.00</u>	10,000.00 <u>10,000.00</u>	100.00 <u>100.00</u>
510	Dept	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
511	Dept							
001-511-210003	BASKETBALL MATL, SERV., SUPPLIES	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
511	Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001	GENERAL FUND	14,234,951.00	1,126,743.05	1,763,730.64	12,471,220.36	0.00	12,471,220.36	87.61
005	EWING YOUNG FUND							
450	EXPENDITURES							
005-450-610000	CAPITAL OUTLAY CAPITAL OUTLAY	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
005-450-800000	RESV FOR CONTINGENCY CONTINGENCY	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
450	EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
005	EWING YOUNG FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
025	EQUIPMENT & MAJOR MAINT							
450	EXPENDITURES							
025-450-610001	MAINTENANCE AND EQUIPMENT CAPITAL OUTLAY	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
450	EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
025	EQUIPMENT & MAJOR MAINT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026	LOAN SERVICE FUND							
450	EXPENDITURES							
026-450-610003	SENIOR CENTER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
026-450-610004	GRANDSTAND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026-450-610005	DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026-450-610006	AQ OF PROP & BLD	34,601.00	0.00	0.00	34,601.00	0.00	34,601.00	100.00
026-450-610007	INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	34,601.00	0.00	0.00	34,601.00	0.00	34,601.00	100.00
026-450-610000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026-450-610001	LOAN PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026-450-610002	LOAN INTEREST PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026-450-800000	RESV. FOR CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CONTINGENCY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
450	EXPENDITURES	34,601.00	0.00	0.00	34,601.00	0.00	34,601.00	100.00
026	LOAN SERVICE FUND	34,601.00	0.00	0.00	34,601.00	0.00	34,601.00	100.00
035	SDC FUNDS							
470	ACQUISITION & IMPROVEMENT							
035-470-461001	BANK FEE DUNDEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-461002	BANK FEE NEWBERG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-461003	BANK FEE YAMHILL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-620007	ADMIN FEE DUNDEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-620008	ADMIN FEE NEWBERG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-620009	ADMIN FEE YAMHILL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-641001	DNU	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-610001	PRINCIPAL LOAN	565,000.00	0.00	185,000.00	380,000.00	0.00	380,000.00	67.26
035-470-610002	INTEREST AND ADMIN FOR LOAN	225,979.00	0.00	6,236.25	219,742.75	0.00	219,742.75	97.24
035-470-620001	ACQUISITION-DUNDEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-620002	ACQUISITION-NEWBERG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-620003	ACQUISITION-YAMHILL COUNTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-620004	DEVELOPMENT-DUNDEE	1,125,000.00	0.00	1,788.00	1,123,212.00	0.00	1,123,212.00	99.84
035-470-620005	DEVELOPMENT-NEWBERG	1,516,749.00	16,470.00	16,470.00	1,500,279.00	0.00	1,500,279.00	98.91
035-470-620006	DEVELOPMENT-YAMHILL COUNTY	1,282,591.00	6,228.75	13,549.99	1,269,041.01	0.00	1,269,041.01	98.94
	CAPITAL OUTLAY	4,715,319.00	22,698.75	223,044.24	4,492,274.76	0.00	4,492,274.76	95.27
035-470-490000	TRANSFER ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-490001	TRANSFERS DUNDEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-490002	TRANSFERS NEWBERG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
035-470-490003	TRANSFERS YAM CO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
470	ACQUISITION & IMPROVEMENT	4,715,319.00	22,698.75	223,044.24	4,492,274.76	0.00	4,492,274.76	95.27
035	SDC FUNDS	4,715,319.00	22,698.75	223,044.24	4,492,274.76	0.00	4,492,274.76	95.27
036	CP Pool Fund							
000								
036-000-461001	Bank fees US POOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
036-000-461002	FEES 5208	0.00	0.00	0.00	0.00	0.00	0.00	0.00
036-000-846002	DNU FEES B5208	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000		0.00	0.00	0.00	0.00	0.00	0.00	0.00
450	EXPENDITURES							
036-450-451000	CP EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
036-450-610001	Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
036-450-610002	DNU CP int and admin fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
036-450-490000	TRANSFER ACCOUNT TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450	EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
036	CP Pool Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
037	BOND LOAN SERVICE							
000								
037-000-253000	UNRESERVED FUND BALANCEuncol	0.00	0.00	0.00	0.00	0.00	0.00	0.00
037-000-354000	UNCOLLECTABLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
037-000-846002	FEES BOND LS	0.00	0.00	0.05	-0.05	0.00	-0.05	0.00
	OTHER EXPENSES	0.00	0.00	0.05	-0.05	0.00	-0.05	0.00
000		0.00	0.00	0.05	-0.05	0.00	-0.05	0.00
450	EXPENDITURES							
037-450-610001	PRINCIPAL LOAN SERVICE	825,000.00	0.00	0.00	825,000.00	0.00	825,000.00	100.00
037-450-610002	INT AND ADMIN BOND LS	546,725.00	0.00	0.00	546,725.00	0.00	546,725.00	100.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
	CAPITAL OUTLAY	<u>1,371,725.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,371,725.00</u>	<u>0.00</u>	<u>1,371,725.00</u>	<u>100.00</u>
450	EXPENDITURES	1,371,725.00	0.00	0.00	1,371,725.00	0.00	1,371,725.00	100.00
037	BOND LOAN SERVICE	1,371,725.00	0.00	0.05	1,371,724.95	0.00	1,371,724.95	100.00
900	Fixed Assets							
413	ADMINISTRATION DEPARTMENT							
900-413-630000	Training Asset	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-413-730000	Training Asset	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	MATL, SERV., SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
413	ADMINISTRATION DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450	EXPENDITURES							
900-450-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-450-730000	Fixed Asset Disposals	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
450	EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451	AQUATICS							
900-451-630000	Depreciation expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-451-730000	Fixed Asset Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
451	AQUATICS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
452	ADULT SPORTS DEPARTMENT							
900-452-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
452	ADULT SPORTS DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
453	YOUTH SPORTS DEPARTMENT							
900-453-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
453	YOUTH SPORTS DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
454	CLASSESPECIAL ACTIVITY							
900-454-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
454	CLASSESPECIAL ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455	PLAYGROUNDS & CENTERS							
900-455-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
455	PLAYGROUNDS & CENTERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
456	COMM CNTRS SCOUT HOUSE							
900-456-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-456-730000	Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
456	COMM CNTRS SCOUT HOUSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
457	COMM SCHOOLS							
900-457-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-457-730000	Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
457	COMM SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
458	GOLF COURSE MAINT.							
900-458-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900-458-730000	Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
458	GOLF COURSE MAINT.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459	GOLF CLUB HOUSE							
900-459-630000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Account Number	Description	Budget	Period Amount	YTD Amount	YTD Variance	Encumbered	Available	% Available
900-459-730000	Disposal OTHER EXPENSES	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
459	GOLF CLUB HOUSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
472 900-472-630000	JAQUITH CONCESSION Depreciation Expense OTHER EXPENSES	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
472	JAQUITH CONCESSION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
474 900-474-630000	PRESCHOOL Depreciation Expense OTHER EXPENSES	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>
474	PRESCHOOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900	Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total		20,356,596.00	1,149,441.80	1,986,774.93	18,369,821.07	0.00	18,369,821.07	0.9024

52

Comments for the CPRD Board Meeting  
9/27/2023

Hi, I am Mike Kringlen, the current President of the Newberg Pickleball Club, a Board member of the Columbia River Pickleball, our NPC's regional parent organization, and a CPRD Pickleball Advisory Committee member.

First, we want to thank you for the commitment CPRD has made to Pickleball, and we are excited to see what the future holds for Pickleball in Newberg. We understand there are several options that the Staff and the Board are looking at. The Feasibility Study that the Board approved last month is a great start.

We look forward to seeing what kind of facility would make sense for our community. Obviously, we would like to see a covered, lit facility.

In the future, our commitment is to serve, collaborate, and be a resource to the Staff and the Board in whatever capacity is needed. We want to partner with you and be part of the process while you determine Newberg Pickleball's future.

We have several contacts within the Pickleball community that we would happily share with the Board. NPC's vision would be to use industry-specific specialists to perform the feasibility study and utilize some vendors recommended by USA Pickleball. The Advisory Committee would hope that the Staff could spend some talking with people like Carl Schmits, who is the Managing Director of Equipment Standards and Facility Development for USA Pickleball. They provide many services, including a facility development component, which helps potential owners and municipalities analyze market demand and overall feasibility. One of the things Mr. Schmits has been doing is studying the impact of noise at various locations around the country, including Lake Oswego, OR. For example, he has been in the metro area as he is familiar with Lake Oswego, Beaverton, Tualatin, and Tigard, which will help him advise Newberg.

The Advisory Committee would like to ask that the consulting company that will conduct the Feasibility Study for CPRD has Vendor Status with USA Pickleball. Carl Schmits has offered to have a 30 minute phone conversation with the various stake holders at CPRD. It would be my privilege to introduce Carl Schmidt to the staff and Board.

We also have various members of the Newberg Pickleball Club and the Pickleball Community in the Metro area who have traveled throughout the country playing in tournaments. They would be willing to share what they have seen including their thoughts and ideas. Please don't hesitate to ask for any additional information or contacts that may be helpful to CPRD as a whole.

We look forward to a more productive and positive relationship with all CPRD. Thank you for your time.

Mike Kringlen

michael.w.kringlen@gmail.com



IN ASSOCIATION WITH



## FACILITY DEVELOPMENT QUESTIONNAIRE

USA Pickleball (USAP) has partnered with Ground Rule to offer all of the services you need to plan, construct, and open a new pickleball facility. Our services are flexible and will be customized to meet your specific requirements. Below is a general description of those services:

1. **Introductory (no cost):** For those unsure of where to start, USAP will discuss initial ideas and may provide market demographic information to help identify the demand.
2. **Facility Roadmap:** A high-level analysis to lay out a roadmap to facility development and present several data points. The roadmap includes pickleball trends, market analysis, overview of programming opportunities, summary of court & equipment information, a general construction plan and timeline, rough order of magnitude construction estimate, and high-level revenue projections.
3. **Feasibility Study:** A third-party assessment to help determine the viability of a project by identifying the factors that can lead to its success. The study also shows the potential return on investment and any risks to the success of the venture. Most funders require a third-party feasibility study as a prerequisite for investment in the project. It's the critical first step and the backbone of every project we take on.
4. **Owner's Representation:** As an extension of you, the owner, we oversee your entire project from start to finish to ensure every decision is made with your best interests and goals in mind. An owner's rep acts on behalf of the owner for procurement, design, construction, and program management. They serve as a single point of contact between all stakeholders which includes negotiating terms, monitoring the project schedule and budget, and performing other services as needed.

Please help us better understand your project, any data shared will make our support more efficient and will be held in strictest confidentiality.

1. Please describe your facility vision in a paragraph or less.
2. Where will this facility be located?
3. Outside of pickleball, are there any other sport(s) / activities you will be expecting to host at this facility?
4. If you already have this information established, which most accurately describes your facility?
  - a. New Construction, 12+ Courts
  - b. New Construction, less than 12 courts
  - c. Renovation of an existing facility / structure, 12+ Courts
  - d. Renovation of an existing facility / structure, less than 12 courts
  - e. Courts only, no other amenities (i.e. office space, clubhouse)
  - f. Other, please describe
  - g. I don't know yet
5. What are your ideal specifications for the facility? (i.e. number of courts, indoor/outdoor etc.)
6. What amenities will your facility require? (e.g. office space, clubhouse, event space, concessions or restaurant, viewing area etc.)
7. Do you have a site identified?
  - a. If so, do you own or have the property under contract?
  - b. If so, do you know if the property is approved for a pickleball facility?
8. What does the leadership team of this facility project look like?
  - a. Please state the number of organizations / individuals involved.
  - b. Are there established roles?
  - c. Who will be heading the project from the leadership team?



IN ASSOCIATION WITH



9. Have you established a legal entity to develop and/or operate the facility?
  - a. If so, what is the entity name?
  - b. If not, do you have a preferred title for this project? This title can be temporary.
10. What are the factors driving your interest in the development of a facility? Why is this facility important to you?
11. What are the existing barriers preventing you from taking the next step with this facility, if any?
12. Please note any conversations you've had to date about this project outside of the project team, if applicable. This may include: USAP Ambassadors, representatives of the sport in the community, economic development, parks & recreation, real estate brokers, potential investors.
13. Please provide an overview of your current status as it pertains to funding the facility:
  - a. Do you have an expectation for the total cost of the project?
  - b. Have you obtained funding?
  - c. Do you have a preferred method of funding the facility (e.g. bank loans, investors, etc)?
  - d. Have you had any conversations with potential investors?
14. Please upload any other documentation that you can share to help explain your vision for this facility, if applicable.
15. Are you interested in discussing any of the following services as identified at the top of the page?
  - a. Introductory
  - b. Facility Roadmap
  - c. Feasibility Study
  - d. Owner's Representation

# CHEHALEM PARK AND RECREATION DISTRICT BOARD OF DIRECTORS

## POLICY AND GUIDELINES FOR PUBLIC COMMENTS

**All meetings of Chehalem Park and Recreation District Board of Directors must be open to the general public, unless specifically exempted by law (ORS 192.620 and 192.630). Regular Board meetings include opportunity for public comments. It is the intent of the Board to allow all citizens to give input on any issue that is addressed by the Board.**

## GUIDELINES FOR PUBLIC COMMENT MODERATION

- Citizens will be limited to three (3) minutes of time to speak on a single agenda item.
- Citizens must be recognized by the Board President before speaking, at each instance, during the discussion of each issue.
- The public comment period will be held to a limit of 30 minutes total.
- Due to time limitations and the number of citizens wishing to speak during a meeting, the Board President may set time limits for each speaker and/or the number of times that speakers may address the Board on a single agenda item.

## TWO OPTIONS TO SUBMIT A REQUEST TO SPEAK TO THE BOARD

1. Sign in at the time of the meeting and check YES to indicate your wish to speak during the public comments period. If you have written materials to submit to the Board, hand them to the Public Information Director. **Note: Digital presentations intended to be projected during the meeting may not be submitted at this time.**
2. In order to be considered in a separate item on the agenda, to submit materials for the meeting packet, and/or to submit digital presentations to be projected during the meeting; complete the attached form and submit it to the Public Information Office at least one week prior to the meeting date at [kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org). **Questions? Call 971.832.4222.**

**REMINDER: Written comments on any topic may be submitted to the Board at any time via email (Visit [cprdnewberg.org](http://cprdnewberg.org) for Board email addresses) and do not have to coincide with a Board meeting.**





# PUBLIC COMMENT FORM/INTENT TO SPEAK FORM

CHEHALEM PARK AND RECREATION DISTRICT  
ADMINISTRATIVE BUILDING  
125 S ELLIOTT ROAD  
NEWBERG, OR 97132

----- I wish to provide **VERBAL** testimony regarding the issue discussed at this public meeting.

----- I wish to provide **WRITTEN** testimony regarding the issues discussed at this public meeting.

**AGENDA ITEM/TOPIC** -----

**DATE OF MEETING** -----

**NAME (Please print legibly)** -----

**MAILING ADDRESS** -----

**EMAIL ADDRESS (Optional)** -----

**SIGNATURE** -----

## WRITTEN COMMENTS: (CONTINUE ON BACK IF NEEDED)

Written comments may be emailed to [kicker@cprdnewberg.org](mailto:kicker@cprdnewberg.org) or submitted to the Public Information Office at CPRD Administration Office at 125 S. Elliott Road, Newberg, OR 97132.

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**REQUEST FOR PROPOSALS**  
**DISTRICT LEGAL SERVICES**  
For  
**CHEHALEM PARK AND**  
**RECREATION DISTRICT**

Open Date: September 1, 2023  
Closing Date: September 27, 2023  
Interviews: October 2023  
(Service goal is to begin on January 1, 2024)

**I. Introduction**

The Chehalem Park and Recreation District is requesting proposals from attorneys or law firms to provide certain legal services to the District.

**II. Scope of Work**

The District intends to select a qualified attorney or attorneys to provide the following services:

- A. As routine services, Attorneys for District will upon request:
  - Advise District officials on matters relating to District business.
  - Attend District Board meetings and other similar meetings as requested.
  - Prepare or review staff-developed ordinances, resolutions, contracts, agreements, leases, deeds, and related documents.
  - Provide legal opinions on matters relating to District activities.
  - Participate in the development of staff recommendations for action by the Board of Directors.
  - Make recommendations for updating existing District resolutions and other policies and practices.
  - Represent District in intergovernmental relations as directed.
  - Maintain appropriate records and files.
  - Perform related duties as necessary.
  
- B. As non-routine services, Attorneys for District will represent District in:
  - Litigation and threatened litigation.
  - Proceedings before the state and federal courts, and administrative tribunals.
  - Proceedings before state and federal administrative agencies.
  - Perform related duties as necessary.

- C. Services performed by Attorneys for District do not include:
  - Work involving bond issues.
  - Areas of special expertise requiring outside counsel as the parties may mutually agree.

### **III. Selection Criteria**

The proposals will be reviewed by the Board of Directors and Superintendent's Office. Final selection will be made by the Board of Directors. Selection will be based on the following criteria:

- A. Knowledge of general Special District law, contract law, land use law, and Oregon law governing Districts.
- B. Experience as a practicing attorney-at-law with experience in Special District law.
- C. Preference is for attorney and/or firm to have a location and/or experience in the District Boundaries. However, all qualified candidates are encouraged to apply. Candidates located outside the area should include details and options for virtual services and process for in-person visits within proposal.
- D. Ability to perform services in a timely, cost-effective, and thorough manner, and ability to interact well with the Board of Directors, District staff, District volunteers and residents.
- E. Cost of services.
- F. Adherence to proposal requirements laid out below.

### **IV. Proposal Requirements**

Proposals from individuals or law firms will be considered. At a minimum, the proposal should include the following information:

- A. An overall introduction to the proposal, including a statement of your understanding of the work.
- B. Qualifications of you or your law firm and of your support staff (include number of staff) to perform the work. By way of example, you may wish to address some or all the following criteria:
  - 1) Law school (including year of graduation), year of admission to Oregon State Bar, and years of practice.
  - 2) Years of Special Districts, municipal or other public sector law practice as a full-time government attorney or specializing in special district, municipal or other public sector law practice in a law firm or as a sole practitioner.
  - 3) Provide information on the circumstances and status of any disciplinary action taken or pending against the proposer generally as an organization or specific to any staff proposed to be used in District for the period of the past three (3) years with state regulatory bodies or professional organizations.

- 4) Areas of knowledge and experience in Oregon government law, including but not limited to law related to special districts. Examples of areas may include but are not necessarily limited to law related to (a) land use, (b) personnel matters and labor negotiations, (c) taxes, fees, and charges such as systems development charges and water and sewer service charges, (d) annexation, (e) public purchasing and contracting, (f) planning, construction, and operation of public facilities such as parks and recreation facilities, (g) urban renewal, (h) open meetings and public records, (i) government ethics, and (j) elections.
  - 5) Litigation experience, including descriptions of representative cases and outcomes.
  - 6) Drafting experience, such as drafting of contracts, memoranda, ordinances, and resolutions.
  - 7) Experience giving oral advice during the course of Board of Directors meetings and by telephone/virtually to District staff.
- C. Description of how you would propose structuring the service relationship to ensure the District's legal needs are met in a timely and a cost-effective manner.
  - D. List of clients for whom you have provided similar services in the past. Include a list of references the District may contact. References should include special district, municipal and clients with a focus on those of a similar size to Chehalem Park and Recreation District.
  - E. Your office location or locations and your process for working with staff and Board (i.e. in person, remote, virtually, etc.)
  - F. Qualifications of legal backup that would be provided in the event of your absence or unavailability.
  - G. Cost of Service. Proposals may provide for hourly billing, a monthly retainer, or a combination. Any proposals including a monthly retainer must clearly set out the services that are within and outside the retainer.
  - H. Estimated number of average monthly hours firm expects to dedicate to District.
  - I. A form of agreement for legal services.

**V. Submission Requirements**

Each attorney or law firm wishing to respond to this request should present eight copies of the completed, signed proposal to the District, no later than 4 p.m., Thursday, September 26, 2023 at the following address (documents may be hand delivered, mailed, or shipped, so long as time deadline is met:

Don Clements, Superintendent  
 Chehalem Park and Recreation  
 125 South Elliott Road  
 Newberg, Oregon 97132

**VI. Selection Schedule**

Review of proposals will be completed by both the Superintendent's Office and Board of Directors. Final selection will be made by the Board of Directors. The review process may include an in-person interview of the lead candidate(s) or interviews through an online meeting platform in early October 2023. The Board of Directors is scheduled to consider the recommended selection at their October 26, 2023 meeting. Cost of the services will be negotiated between the parties as part of the selection process.

Planned RFP schedule (illustrative, interview and selection dates are subject to change without notice):

- |    |                                 |   |
|----|---------------------------------|---|
| 1. | Issue RFP                       | September 1, 2023                       |
| 2. | Question deadline               | September 24, 2023                      |
| 3. | Question response from District | September 25, 2023                      |
| 4. | Deadline for submissions        | September 26, 2023 Received by 4 pm PST |
| 5. | Interviews (virtual/in person)  | October 2023                            |
| 6. | Selection and negotiations      | TBD                                     |
| 7. | Appointment & Service Start     | January 1, 2024, Board of Directors     |

4.

**VII. Limitations**

In addition to all other rights granted to it under Oregon law, the District reserves the right to waive formalities in the proposal process, to accept or reject any or all proposals received as a result of this request, to negotiate with qualified attorneys, or to cancel, in part or in its entirety, the request for proposals if it is in the best interest of the District to do so. District also reserves the right to negotiate separately with any Proposer whatsoever, in any manner necessary to serve the best interests of the District. This request for proposals does not commit the District to pay any costs incurred in the preparation of a proposal.

**VIII. General Information**

Please contact Superintendent, Don Clements at (503) 537-4165 for further information.

September 14, 2023

To: Chehalem Parks and Recreation District

From: Scott Dadson, Executive Director, MWVCOG

Re: Review of Vision, Mission, Goals and Projects.

The Board of Directors of the Parks District met to discuss Vision, Mission, Strategic Goals, and the status of projects, and the prioritization of projects of the District. The Board took an initial action to affirm the Vision and Mission of the District.

### CHEHALEM PARK AND RECREATION DISTRICT MISSION

Chehalem Park and Recreation District's mission is to connect and enrich our community through parks, recreation, open spaces, natural areas and educational opportunities.

### CHEHALEM PARK AND RECREATION DISTRICT VISION

1. LOOK TO THE FUTURE. HAVE A LONG TERM, POSITIVE GROWTH ORIENTATION. BELIEVE THAT YOU HAVE A VITAL ROLE TO PLAY IN THE COMMUNITY. PLAN TO SUCCEED AND EVOLVE AND ADAPT YOUR SERVICES TO COMMUNITY CHANGES.
2. MAINTAIN A LEAN MANAGEMENT STAFF. KEEP YOUR MANAGEMENT STAFF SMALL AND ABLE TO ADAPT RAPIDLY TO SUDDEN SOCIAL, CULTURAL, POLITICAL AND ECONOMIC SHIFTS. THE MORE COMPLEX THE STAFF, THE MORE DIFFICULT IT MAY BE TO MODIFY.
3. ESTABLISH ALTERNATIVE PLANS. DEVELOP ALTERNATIVE PLANS TO MEET POTENTIAL CHANGING CONDITIONS. BE PROACTIVE RATHER THAN REACTIVE. CONSIDERING THE WORST SCENARIO IN ADVANCE IS BETTER THAN DEALING WITH IT AFTER THE FACT.
4. CULTIVATE POSITIVE RAPPORT WITH YOUR CONSTITUENCY. PROMOTE YOUR IMAGE. GATHER INTELLIGENCE VIA MARKETING RESEARCH. KNOW YOUR CONSUMER. BUILD A RELATIONSHIP OF MUTUAL RESPECT AND TRUST THAT WILL CARRY YOU THROUGH THICK AND THIN.
5. PROMOTE OPPORTUNITIES FOR LEARNING AND GROWTH WITHIN YOUR ORGANIZATION. THERE IS A TREMENDOUS NEED TO HANDLE INFORMATION THAT IS BEING CREATED IN OUR NEW TECHNOLOGICAL SOCIETY. PEOPLE NEED TO CONSTANTLY UPGRADE THEIR KNOWLEDGE.
6. BUILD AND PROMOTE SOCIAL CAPITAL.

The

Board reviewed the Strategic Goals of the District. The Goals are as follows:

### CHEHALEM PARK AND RECREATION DISTRICT STRATEGIC GOALS

1. Continue to promote and communicate success and mission of Chehalem Park and Recreation District
2. Continue plans for a Dundee Community Center
3. Continue development of Central School into Chehalem Cultural Center
4. Continue plans for golf course club house and third nine

5. Continue plans to develop sports soccer complex
6. Continue to prioritize Chehalem Park and Recreation District projects with job generation
7. Continue to develop a Park Trail system along the river and connect communities and parks
8. Continue to acquire land for future parks
9. Continue to develop and improve neighborhood parks
10. Continue to plan and develop Bob & Crystal Rilee Park
11. Continue to plan and develop property along highway 219 and the river
12. Continue to develop a campground on river
13. Continue to develop Sander Estate Park
14. Continue to develop programs, river front and secure land in Newberg and Dundee
15. Continue to Develop Community Programs

## Park Development August/ September 2023

### **Sander Estate Park**

LWCF federal award has been issued for the Sander Estate Park project in the amount of \$562,125 along with \$175,000 from the State (LGGP) and CPRD's commitment of \$387,125.01 (Total \$1,124,250.01) for the Sander Estate Park project. Don and I met with Steve Dahl, Dundee City Manager to discuss with him the 5<sup>th</sup> St. Road improvements required as a condition of approval for the Type I review for the development of the Park and have requested to propose to Dundee City council for a partnership to use Urban renewal funds for the Street Improvements which includes undergrounding of utilities, waterline replacement and road improvements. I have been in touch with PGE regarding this process and will meet with them to let them know of our requirements from the Dundee development code. Chehalem Park & Recreation District as part of the conditions of approval for the Sander Estate Park will be required to dedicate a 50-foot-wide strip of land along the west property line for public right-of-way purposes, dedicate 25 feet along the east property line for public right-of-way purposes, dedicate 10 feet along the north property line for SW 5th Street public right-of-way and shall dedicate an 8 foot wide utilities easement (P.U.E.) for facilities including, but not limited to power, gas, telecommunications and cable, along the park's North property line after the 10 foot dedication of public right-of-way, prior to submitting a Type 1 Checklist Review Application to the City.

### **Crabtree park**

We have been working with Paige 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. AKS has proposed 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. County has not signed the easement with Paige Knudsen and have asked John Bridges to contact the County attorney regarding this easement. Yamhill County has asked for a copy of the engineering and cost. So far, Chehalem Park & Recreation District has contributed \$38,410.00 towards engineering and Fish Passage requirements (ODF&W). AKS has given us an estimate of \$ 203,015.00 for the Fish passage culvert based on discussions with ODF&W. CPRD is willing to pay for 1/3 of the cost of the estimated replacement or \$80,475, we would ask the County to contribute an estimated \$160,950 as a starting point. Yamhill County has been delaying the easement. I have been in contact with Paige and we will be submitting documents for ODF&W to approve once the easement is in place. Recently I have learned that the Yamhill County Parks Advisory Board has mentioned selling Crabtree Park. A meeting with Yamhill County is in the works.

### **Aquatic and Fitness Center**

Work on the Aquatic Center Aermec modifications has been completed. I would say it is 100% complete but not operational. Recently we have repaired an isolation Valve leak in the hydronic system. We will have the system operate for a period of time before Commissioning can be completed. Heating loop of the Aermec units is off until final balancing can take place.

### **Bob & Crystal Rilee Park Master Plan**

3 preliminary Draft Masterplans were discussed and were distributed to the Bob & Crystal Rilee Focus group on August 28th for their input and collaboration in developing the final Masterplan with a discussion/review meeting that was held on September 12. Those included in the focus group are: Wendy Wendt, Cindy Riggs, Danna Kemp, Hope Robertson, John Globig, Brian Bowman and Peter Siderius. From that discussion and input provided by the focus group NV5 will be working on a final draft for the masterplan and present to the Board in November before final Masterplan is completed. Notes are in the Board Packet.



### **Cultural Center**

Land use Variance for Parking was approved by the Newberg Planning Commission for the development of the theater, multi-use Dance room and front entryway on July 13<sup>th</sup>, with no new parking facilities required. Plans have been submitted to the Planning Department for construction permits. Estimated cost of 5.5 million The City will require Right of way improvements for the replacement of all ADA curb ramps on the site frontage as well as sidewalk replacement on three frontages. Survey for the ROW and Topographic Survey is underway. Design and engineering for ADA compliance.

### **NDBT Development**

We have received an Amendment for the Oregon Communities Pathway Grant to extend the construction date to October 31, 2024 with the Newberg Dundee Bypass Interchange using area of the proposed trail from the end of Industrial Avenue to Hess Creek. We are currently seeking ways to reduce costs through methods and materials on the Hess Creek bridge with cooperation between Greenworks and Emery.

### **Heritage Trails Land Use**

We continue to work with Green Works on the development of the 219 property. We have Matt Hastie (MIG) 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 based our submission in December to the County on their requirements. We requested a continuance on July 28<sup>th</sup> of the public hearing scheduled with the Yamhill County Board of Commissioners on August 3 regarding application Docket PA-01-22/Z-02-22/SDR-41-22/FP-03-23, to enable the District to conduct further coordination and communications with interested parties and to provide supplemental information regarding our application.

### **Renne Field Conversion**

We have received some preliminary designs of the Renne field conversion from AKS Engineering. Don and I met with AKS, Engineers on the project to firm up what the document would look like when shared with the NSD. We have a survey underway for engineering and development of the NSD property for the Sports field. We will share with the school District as an exhibit with an agreement to be signed by both NSD and CPRD BOD when completed.

### **GFU Court Facilities**

We had an opportunity to partner with George Fox with a proposal for an outdoor community pickle ball/tennis project earlier this year. We reached out to AKS and met with Chuck Gregory at the George Fox Tennis Facility. We met with Jeremiah Horton (Assistant Vice President of Facilities) and Adam Puckett (Director of Athletics) to confirm the project as had been proposed and to coordinate the pickle ball court project with the current GFU property partition. GFU was agreeable to allow AKS survey files could be used for the development of the project. I have included a

### **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 proposed an in District Survey regarding trail development and maintenance within the District. Proposal to be shared with the Board. Heritage Trail committee held a National Trails Day event at the Bob & Crystal Rilee Park and had over 85 volunteers contribute their time for maintenance on the trails (all day event)

### **Ewing Young Park**

Restroom facilities being investigated at Ewing, Renne Field and Chehalem Glenn

August 11, 2023

Chehalem Park & Recreation District  
125 S Elliott Rd  
Newberg, OR 97132

The Dundee Council  
620 SW 5<sup>th</sup> Street  
Dundee, OR 97115

Dear Community Stakeholders,

In the spirit of bringing our communities together, the City of Newberg would be pleased to work with the Chehalem Parks and Recreation District board and the Dundee Council on the recently discussed campground, and any other future projects.

Our community and neighboring communities are more than roads, water, structures, or other infrastructure. We are also a community of residents, with deep connections that live side by side and enjoy all the opportunities that this valley has to offer! We all call Newberg home.

Together, we can create a supportive, and engaged community. By building partnerships and consolidating our resources, by gathering materials or data we can create a moment when all our boats "rise together".

On behalf of the city council, I would like to say that I hope to realize collaboration, and by working together we can be a force for good in each of our respective realms.

Below are some areas how this partnership will benefit us all:

- Construction and building projects
- Uniting residents, leaders, and local businesses
- Integrating our resources, community efforts, and future projects benefiting us all

With a cooperative alliance we will continue to preserve our amazing landscapes, cities, countryside, and world-renowned agricultural resources for our residents and visitors alike to enjoy now, and for future generations.

The city of Newberg hopes you will join our efforts to bring each of our communities together.



Sincerely,



Bill Rosacker  
Mayor  
City of Newberg

# Sander Estate Park

359 SW 5th St, Dundee

- Legend**
-  359 SW 5th St
  -  Sander Estate Boundary

Google Earth

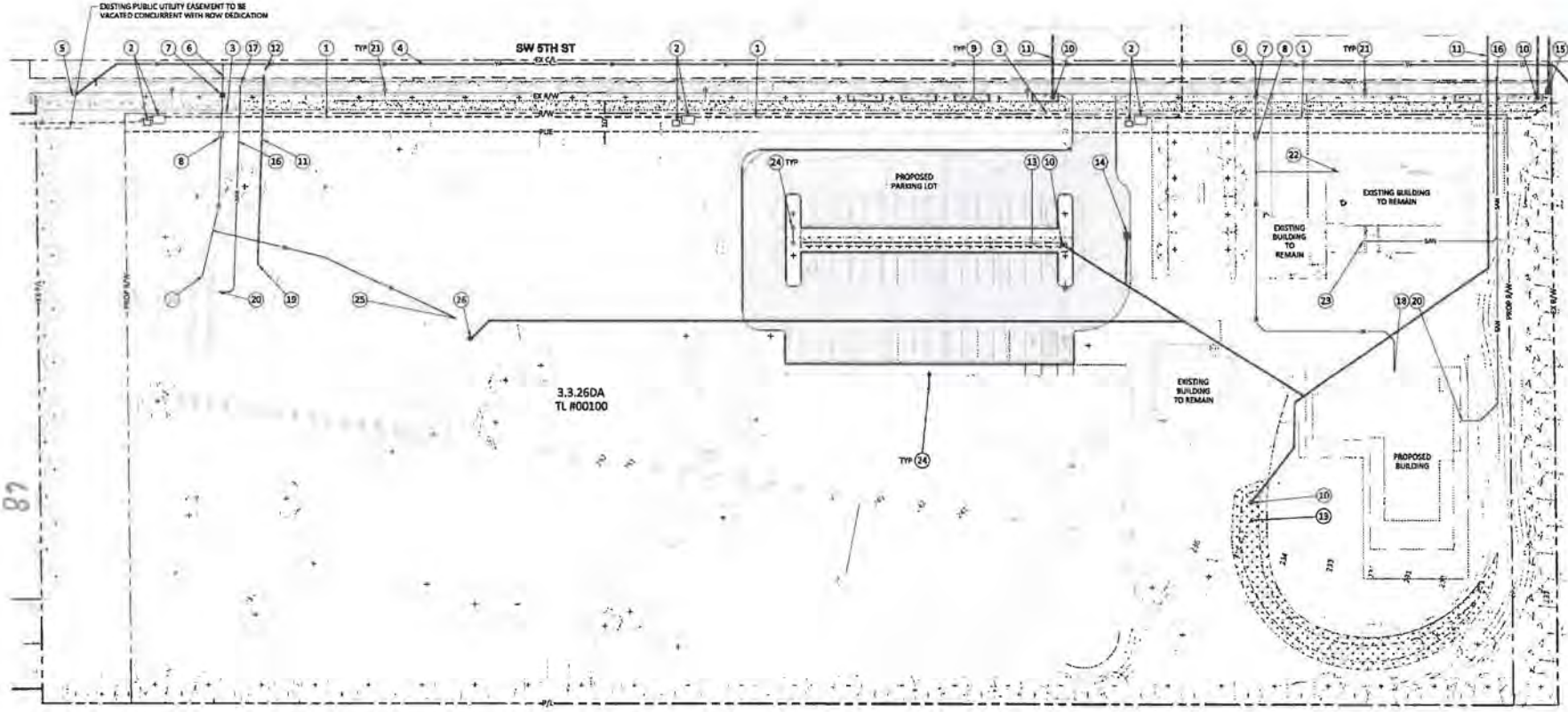
300 ft





**SANDER ESTATE**  
 SW 5th Street  
 Dundee, Oregon 97115

**HHPR** Houf Peterson Righellis Inc.  
 ENGINEERS ARCHITECTS  
 240 SE Spokane Street, Suite 300, Portland, OR 97202  
 phone: 503.231.1131 www.hhpr.com fax: 503.231.1173



**PROPOSED LEGEND:**

- RIGHT-OF-WAY / PROPERTY LINE
- - - EASIMENT
- - - SAWCUT
- - - SANITARY LINE
- - - WATER LINE
- - - STORM LINE
- 100' PROPOSED CONTOUR
- CLEANOUT
- AREA DRAIN

**CONSTRUCTION NOTES:**

- 1 PROPOSED UNDERGROUND POWER AND UTILITIES.
- 2 PROPOSED UNDERGROUND UTILITY VAULT BY OTHERS.
- 3 PROPOSED PUBLIC FIRE HYDRANT.
- 4 PROPOSED PUBLIC 12" WATER MAIN.
- 5 PROPOSED CONNECTION TO EXISTING WATER MAIN.
- 6 PROPOSED DOMESTIC WATER SERVICE.
- 7 PROPOSED DOMESTIC WATER METER.
- 8 PROPOSED OCUA VAULT.
- 9 PROPOSED PUBLIC STORMWATER TREATMENT AREA.
- 10 PROPOSED STORM OVERFLOW STRUCTURE.
- 11 PROPOSED STORM LATERAL.
- 12 PROPOSED CONNECTION TO EXISTING STORM MANHOLE.
- 13 PROPOSED PRIVATE STORMWATER TREATMENT AREA.
- 14 PROPOSED WATER QUALITY TREATMENT CATCHBASIN.
- 15 PROPOSED PUBLIC CATCH BASIN.
- 16 PROPOSED SANITARY LATERAL.
- 17 PROPOSED CONNECTION TO EXISTING SANITARY MANHOLE.
- 18 PROPOSED DOMESTIC WATER BUILDING CONNECTION.
- 19 PROPOSED STORM BUILDING CONNECTION.
- 20 PROPOSED SANITARY BUILDING CONNECTION.

- 21 PROPOSED PUBLIC STREETLIGHT.
- 22 PROPOSED DOMESTIC WATER RECONNECTION TO EXISTING HOME. CONTRACTOR TO CONFIRM EXISTING ENTRY LOCATION AND NOTIFY DESIGN TEAM FOR RECONNECTION.
- 23 PROPOSED SANITARY RECONNECTION TO EXISTING HOME. CONTRACTOR TO CONFIRM EXISTING LOCATION AND NOTIFY DESIGN TEAM FOR RECONNECTION.
- 24 PROPOSED PARKING LOT LIGHTING.
- 25 PROPOSED CONNECTION TO WATER FEATURE.
- 26 PROPOSED AREA DRAIN.

Drawing:  
**PRELIMINARY UTILITY PLAN**

Job No: 20041  
 Date: 06/21/2021  
 Drawn By: HHPR  
 Checked By: AJS  
 Sheet No:

**C200**



**Invoicing and Payment Terms:**

All fees and other charges attributable to this Agreement will be invoiced by TerraCalc Land Surveying at the completion of each land survey service listed above and shall be due and payable by the Client within 30 days of the date listed on the invoice. The Client agrees that all billings from TerraCalc Land Surveying to the Client are correct, conclusive, and binding on the Client unless the Client, within ten (10) days from the date of such billing, notifies TerraCalc Land Surveying in writing or email of its objection stating the alleged inaccuracies, discrepancies, or errors in the billing. In the event the Client so notifies TerraCalc Land Surveying of such objection, the Client shall nevertheless pay the billed amount and address such objection thereafter.

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This exception ONLY applies to early termination of this Agreement IF the land surveying services described hereon includes setting survey monuments as part of a Record of Survey, Partition Plat, or Subdivision Plat. If the Client terminates this Agreement after survey monuments have been set in the field, then the Client is required to pay TerraCalc Land Surveying for preparing and recording the Record of Survey, Partition Plat, or Subdivision Plat, regardless of whether the work performed by TerraCalc Land Surveying to complete and record said Record of Survey, Partition Plat, or Subdivision Plat is performed after the date of termination of this Agreement.

**Acceptance and Commencement:**

By execution of this Agreement, the Client accepts the terms hereon, acknowledges receipt of a copy hereof, and authorizes TerraCalc Land Surveying to proceed with the land surveying services described hereon. In the event the Client is not the Owner of the Subject Property, the Client represents that the Client has obtained permission from said owner for TerraCalc Land Surveying to proceed.

We appreciate the opportunity to provide you with this proposal. Should you have any questions or need further assistance, please do not hesitate to call. If this proposal is acceptable, please return a signed copy for our records.

Sincerely,  
TerraCalc Land Surveying



Darren Harr, PLS

  
Chehalem Park and Recreation District

Date: 9/9/2023

Project: Bob and Crystal Rilee Park Master Plan  
 Meeting Location: CPRD Admin Office  
 Notes By: NV5

Meeting Number: 3  
 Meeting Date: 9/12/2023  
 Meeting Time: 5:30 – 7:30PM

RILEE PARK – FOCUS GROUP MEETING

Participants:

CPRD:

- Casey Creighton
- Bryan Stewart
- Richard Cornwall (IT and Security)
- Jason Fields (CPRD Board of Directors)

NV5:

- Jon Champlin
- Stefan Golos

Focus Group:

- Brian Bowman (Mountain biking)
  - Danna Kemp (Crystal Rilee foundation board)
  - Hope Robertson (OET member, equestrian trails)
  - Wendy Wente (ecologist. Advisory committee from 2017)
  - Jon Globig (Advisory committee from 2017, park neighbor concerned about security, fire)
  - Cindy Riggs (Chehalem ridge advisory committee member)
  - Peter Siderius (former CPRD board member)
- Goals for the master plan and purpose for the meeting:  
Early in process of plan. Nothing has been decided - it is in draft form. Feedback from this focus group will be documented and reported in final master plan.
  - District priorities for park improvements:  
#1 Safety improvements  
#2 Repair/replacement of existing facilities  
#3 New developments/new improvements
  - Existing Conditions and Opportunities were presented.
  - Proposed Master Plan General Improvements were presented.
  - Three Draft Master Plan Alternatives were presented.



Focus Group Feedback:

- **Can the district hold a conservation easement?**  
CPRD: CPRD would need to consult an attorney to find out.
- **Does “directional” signage refer to wayfinding?**  
Yes
- **In addition to excessively steep trails, could there be consideration for excessively wet trails too?**  
CPRD: CPRD has taken some steps via culverts and surface material to rectify trail conditions. But trail needs to be finished.
- **Bob’s corner crossing was not identified as an option for any crossings.**  
Bob’s corner was identified during a site visit as being an unsafe crossing location due to the proximity of the tight corner, and the tree cover making it dark and difficult for drivers to see pedestrians. CPRD will meet with county to identify crossing criteria.
- **What about fence cutting to allow for crossing? Posts need to be in place to prevent fence loosening.**  
CPRD will address through repair and replacement goals.
- **Is standard practice to use roundup for weeds (Blackberry)?**  
CPRD: There are lots of methods for weed removal. Goats could be used?
- **Control of blackberries: Why even bother with removal? Seems like a forever problem.**  
CPRD: It’s a control strategy. Forest health is important. If you can establish a strong overstory, the Himalayan blackberries can be controlled better.
- **Has there been thought of a timber management plan?**  
NV5: Yes, timber thinning has been brought up and will be included in the environmental management plan as part of the master plan report.
- **Automated gate. How do you prevent people from staying there all night?**  
CPRD: There are cameras, and Russ works to keep people out.  
NV5: Cost will be around 10-15 thousand dollars per automated gate. Timing for closing will be a trial and error process. Any vehicle remaining in the parking lot after hours will be able to get out, but the gate will not be able to open for anyone from the outside unless they have a key or code (CPRD staff, TVFR, County Sheriff).

- **What's a bike repair station?**  
CPRD/NV5/Group: A bike repair station usually includes a post with a string of tools and means to hang and fix bikes. It can also possibly include compressed air for fixing a flat tire.
- **Park receives farm tax deferral. If it was removed, wouldn't you have to pay 10 years back taxes?**  
CPRD: CPRD does not pay taxes. It is a tax-exempt entity.
- **Is there a budget that the park has for the implementation?**  
CPRD: That is what the master plan will give direction on. We can't guess a price without knowing what is being proposed. Once a plan is in place, a budget can be set and future improvements can be planned and phasing strategized.
- **What revenue generation options are there to limit the need for using taxpayer dollars to fund the park implementation?**  
CPRD/NV5: Events can be revenue producing, but we recognize it wasn't popular (from the open house). For the park to be maintained it will likely be heavily supported by volunteers.
- **How long will the master plan last? If it is phased, this plan is a wish list for the future. There could be money in restoring oak savannah from a standpoint of grants and other funding mechanisms. Turning parts of the park to oak savannah would bring the park back to where it was pre-settlement. Could there be an endowment established for a gift?**  
CPRD: There is an existing foundation for donations. The master plan may be amended in the future as improvements are added in and around the park.
- **There could be a pilot area around Bob's corner supported by NRCS funds for oak savannah. Oak savannah is difficult to restore. It would also be important to preserve the existing functioning agricultural use, and support education uses.**
- **Oak savannah is an attractive concept, but is there conflict with the farming use, or the farmer specifically? The farmer that farms Rilee Park also farms adjacent properties. If farming is eliminated at Rilee Park, the farmer may pull out of those other properties as well, so those impacts should be considered.**
- **Could there be planting bordering the trails along the farm fields to create a buffer that allows more enclosure? This would also be an opportunity for native habitat planting.**  
NV5: There could be some function to a buffer, both for user comfort but also for creating a buffer around the agricultural fields to protect from spraying.
- **Revenue – Didn't hear a definitive "no" on limiting of events during the open house.**  
CPRD: The park allows the use restricted events. Difficulty for promoting that use is in marketing.

- **Farmhouse is an asset from a A/V use point of view.**
- **Do we need manure pits? Why can't you say "pack it in" "pack it out". Vault toilets are nice, but porta-potties may be perfectly suitable.**  
NV5: Porta-potties are more prone to vandalism and viewed as a temporary solution, would need to be pumped much more regularly (weekly).
- **Equestrian parking area: There needs to be separation between hiking parking and horse trailer parking.**  
CPRD/NV5: There are opportunities for more parking. Lots of openings between trees in this area to locate additional/formally planned parking.
- **Could there be a dog off leash area? It would have to be fenced. No one seems to follow the leash law. It's an opportunity to consider.**  
CPRD/NV5: Yes, there is room either southeast or northeast of the farm house.
- **Alternative A – Steep trail grades.**  
NV5: Trail design would be addressed by trail standards.
- **Ephemeral stream along the southwest property line. Has been taken off fish impacting water source. Horse trails that cut through it are a mess, and partially under water in the winter. There might be no legal limits on changes to trail during the summer.**  
CPRD: So there needs to be adjustment of trails that cross over ephemeral stream.
- **Has there been discussion about drilling a new well? Could the spring get restored?**  
CPRD: (Response to well) We have not gotten that far yet. There is a 10,000 gal tank at the house, filled by the existing well that pumps 1.5 gal/minute.
- **Generally, I would suggest cleaning up the spring (seep). It looks like an old dam has breached and filled with sediment.**  
Group: The spring would be hard to restore. It might be better to envision wetland restoration than a new pond. Do we want to have a self-sustained ecosystem over the long term (25-year timeline)? Or something that will require consistent management. Additionally, we should manage the land for the changing climate.
- **We need to be cognizant about not losing the history of the site with too much focus on things that stray from Crystal's vision.**
- **Not all park users live within CPRD district. Could there be a fee that is charged to bike and horse users? There needs to be another source of revenue.**  
CPRD: There is not a single-entry point to control and charge. Volunteering would go a lot farther. It costs money to fund people in charge of collecting money/policing the property.  
NV5: Equestrian area could be exclusively controlled, but mountain biking is more difficult.

- **A fee structure could discourage negative use. Access needs to be funneled to a single point for security. Fees need to be implemented. There needs to be more emphasis on users that are NOT biking and horses.**
- **Is there concern about the relationship between hikers and bikers?**  
NV5: As parks become more populated, there will need to be volunteer groups educating each other, especially if trails are integrated with different user groups.
- **Out of concern of fire risk, there won't be fire pits in the park will there?**  
NV5/CPRD: No. There will not be any fire pits. No-fire signs will be posted.
- **If there is an emergency, what sort of plan would there be?**  
NV5: That will be included be in the next steps of the master plan process, and coordinated with TVFR.
- **Trail use: The way the trails are designated currently is probably the safest. Option A. Based on population use, it's possible that horse use will get squeezed out if mountain bikers were allowed to use equestrian trails, since there are many more mountain bikers in the general population.**  
Group: Make hard division between east and west side, divided by the road. Mixing trail uses would lean towards biking use to overrun the trails and be harder to maintain considering all groups.  
Park is a good resource for both parties. Bike use is still important from a standpoint of taxbase representation.
- **Could there be pedestrian only trails? Oak savannah gives more opportunity for trail expansion opportunity. This doesn't have to be the end of trail development.**
- **Have there been any user or parking lot counts?**  
NV5: There have not been counts.
- **What's the next step?**  
NV5: A single preferred master plan draft for review by park board and focus group. This will influence the questions around funding of the park since it will help generate a budget. The next phase to produce a preferred master plan will take 4-6 weeks.
- **Could there be more focus on family use?**  
CPRD/NV5: A concrete pad and picnic table is inexpensive to install. That would be an easy feature to implement in the near future at specific locations.



September 7, 2023

Chehalem Park and Recreation District  
Attention: Casey Creighton  
125 South Elliott Road  
Newberg, Oregon 97132

Re: **Chehalem Cultural Center**  
Survey Services  
(Tax Lot 15700 of Yamhill County Tax Map 3 2 18DD)  
Newberg, OR

Dear Casey,

TerraCalc Land Surveying is pleased to provide you with this proposal for surveying services for the above-mentioned project. The costs to provide the services requested are as follows:

**Right-of-Way Survey & Establish Horizontal Survey Control:** **\$ 2,250.00**  
Field and office work necessary to determine the location of those portions of the right-of-ways of Blaine Street, Sherman Street, and School Street adjacent to Tax Lot 15700 of Yamhill County Tax Map 3 2 18DD. The necessary field work involved in completing said Right-of-Way Survey shall consist of establishing horizontal survey control, analyze previously recorded surveys and plats within the vicinity of the subject property to determine the location of existing survey monuments, and locate and take measurements to the necessary existing survey monuments and other physical evidence to determine the locations of the above-mentioned right-of-ways. The office work shall consist of acquiring the necessary survey research for the above-mentioned right-of-ways (deeds, plats, record of surveys, etc.), calculating search coordinates, processing the collected field data, and analyzing the collected field data and the survey research to determine the location of the above-mentioned right-of-way. This work does not include setting new survey monuments or filing a Record of Survey with the Yamhill County Surveyor's Office.

**Topographic Survey:**

**\$ 2,700.00**

Field and office work necessary to prepare a Topographic Survey of that portion of Tax Lot 15700 of Yamhill County Tax Map 3 2 18DD and those portions of the right-of-ways of Blaine Street, Sherman Street, and School Street contained within the topographic limits as depicted with a red outline on the attached aerial map. Said Topographic Survey shall be relative to the current local vertical datum and shall include 1' contours over the entire above-mentioned project limits. Said Topographic Survey shall also include the locations of all existing permanent hardscape features, all trees, and all existing above ground and subsurface utilities (based on asbuilts or utility locates) within the above-mentioned topographic limits. The necessary field work involved in completing said Topographic Survey shall consist of establishing vertical survey control, measure the horizontal and vertical location of all topographic features mentioned above within the above-mentioned topographic limits. The office work shall consist of processing the collected field data and preparing the actual Topographic Survey map.

**Total Cost for Above Land Surveying Services:**

**\$ 4,950.00**

**Project Assumptions:**

**If any item listed in scope is deemed unnecessary, please call for adjustment of quote.**

Items listed above were estimated according to the following hourly office and field rates:

Office Survey Technician	\$100/hour
Office Professional	\$150/hour
Field Crew (1 person)	\$150/hour
Field Crew (2 person)	\$200/hour

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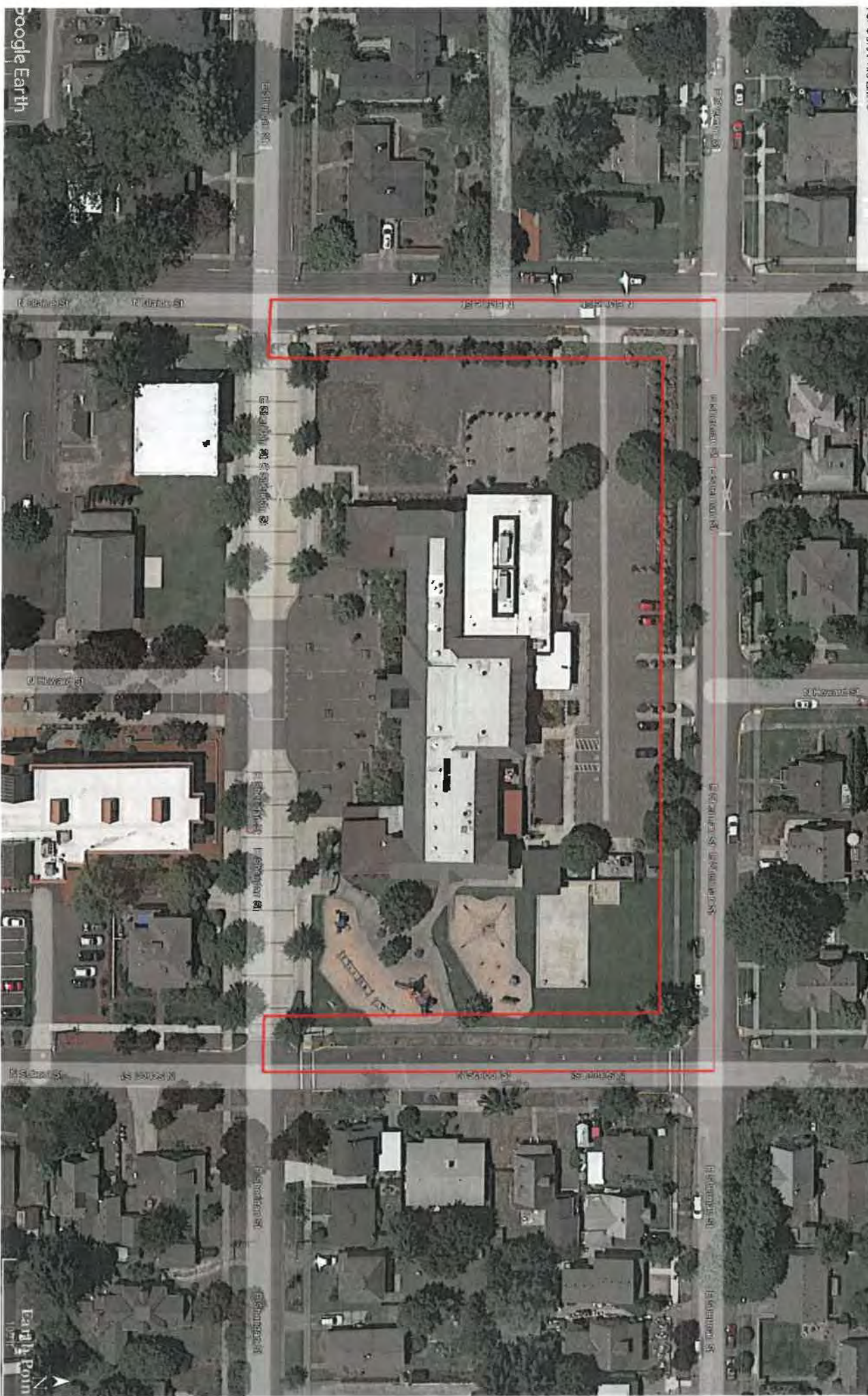
Darren Harr, PLS

*Casey Creighton*  
Chehalem Park and Recreation District

Date: 9/8/2023



**CHEHALEM CULTURAL CENTER**  
TOPOGRAPHIC LIMITS



Google Earth

Legend

Earth Point



**BEND, OR**  
 2777 NW Lolo Drive  
 Suite 150  
 Bend, OR 97703  
 (541) 317-8429  
 www.aks-eng.com

**KEIZER, OR**  
 3700 River Road N  
 Suite 1  
 Keizer, OR 97303  
 (503) 400 6028

**THE DALLES, OR**  
 3775 Crates Way  
 The Dalles, OR 97058  
 (541) 296-9177

**TUALATIN, OR**  
 12965 SW Herman Road  
 Suite 100  
 Tualatin, OR 97062  
 (503) 563-6151

**VANCOUVER, WA**  
 9600 NE 126th Avenue  
 Suite 2520  
 Vancouver, WA 98682  
 (360) 882-0419

**WHITE SALMON, WA**  
 107 W Jewett  
 Suite 100  
 White Salmon, WA 98672  
 (509) 281-3227

## Agreement and Authorization for Professional Services

<b>PROJECT INFORMATION</b>			
Date: <u>0/01/2023</u>	Job Number: <u>5809-01</u>	Within Metro jurisdiction: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Job Name: <u>CPRD Pickleball &amp; Tennis Courts</u>			
Project Manager: <u>Chris Knight</u>		Principal: <u>Chuck Gregory</u>	
Site Address: <u>2155 Villa Road</u>			
City: <u>Newberg</u>	County: <u>Yamhill</u>	State: <u>OR</u>	
Tax Lot/Parcel: <u>1905</u>	Map: <u>17 3S 2W</u>	Lat: <u>45°18'51.86"N</u>	Long: <u>122°57'58.32"W</u>
Scope of Work/ Notes:			
<ul style="list-style-type: none"> <li>• Prepare up to 3 master plan layouts: improvements include 6 pickleball/2 tennis courts, pedestrian pathway to restrooms and potential parking on east side.</li> <li>• Participate in one virtual meeting with District staff to review layouts.</li> <li>• Prepare final master plan for District Board of Directors meeting.</li> <li>• Conduct preliminary stormwater detention/water quality capacity calculations of existing storm facility to manage new courts.</li> <li>• Prepare potential list of pertinent project questions, complete the pre-application meeting request and participate in the pre-application meeting at the City.</li> </ul>			
Assumptions:			
<ul style="list-style-type: none"> <li>• GFU &amp; developers will allow use of topographic data paid for by others.</li> </ul>			
<b>CLIENT INFORMATION</b>			
Client/Name: <u>Chehalem Park and Rec District</u>			
Address: <u>125 S Elliot Rd</u>		Office Phone: _____	
<u>Newberg, OR 97132</u>		Office Fax: _____	
Primary Contact: <u>Casey Creighton</u>		Phone: <u>503-554-0283</u>	Mobile: <u>503-519-6154</u>
Email: <u>ccreighton@cprdnewberg.org</u>			
<b>BILLING INFORMATION</b>			
Fee Type:	<input checked="" type="checkbox"/> Hourly:	Estimate: <u>\$5,000</u>	<input type="checkbox"/> Deposit/Retainer: _____
	<input type="checkbox"/> Lump Sum:	Amount: _____	<input type="checkbox"/> Retainage: _____ %
Invoice Delivery: <input type="checkbox"/> Email <input type="checkbox"/> USPS address: _____			
Billing Contact: <u>Casey Creighton</u>		Phone: <u>503-554-0283</u>	Mobile: <u>503-519-6154</u>
Email: <u>ccreighton@cprdnewberg.org</u>			
This agreement includes General Provisions. Please review prior to signing this agreement.	Client Approval: <u>Casey Creighton</u>		Date: <u>8/2/2023</u>
	(Signature)		
	<u>CASEY CREIGHTON</u>		
	(Print Name)		
	AKS Approval: <u>Chuck Gregory</u>		Date: <u>08/01/2023</u>
	(Member Signature)		
	<u>Chuck Gregory</u>		
	(Print Name)		

## GENERAL PROVISIONS

1. **Expenses:** AKS Engineering & Forestry, LLC's ("AKS") reimbursable expenses shall be those expenses incurred directly for a project, including but not limited to services provided by outside consultants or contractors, transportation costs, meals, lodging, computer services, printing, permit fees, in-house deliveries, clerical, and binding charges. Client shall pay for such expenses on the basis of actual costs (if incurred through an outside vendor) plus 10%, or at AKS's regular rates at the time the cost is incurred.
2. **AKS's Fees / Fee Estimates:** Unless otherwise agreed in writing: (a) charges for AKS's services will be billed per AKS's rate schedule in effect at the time services are performed; (b) services include, without limitation, all office time, field time, meetings, phone calls, travel time, and all other time incurred for a project; (c) AKS bills in 15-minute increments; (d) AKS bills for travel time door-to-door at its regular rates; (e) AKS's rates may be adjusted from time to time, without notice; and (f) AKS does not warrant that actual fees and expenses will not vary from estimates.
3. **Payment:** AKS will issue invoices approximately monthly. Invoices are due and payable on receipt. All amounts more than 30 days past due will be subject to finance charges. Finance charges are computed at a rate of 1.5% per month, unless such rate exceeds the maximum amount allowed by law, in which case the finance charge will equal the maximum rate allowed by law. If Client disputes any portion of an invoice, Client must notify AKS of the dispute in writing within 30 days of the invoice date. The notice must state the disputed amount and basis for dispute. Client hereby waives the right to dispute an invoice more than 30 days after an invoice's date, and/or if Client fails to provide the required notice.
4. **Failure to Pay:** Failure to timely pay any amount due to AKS is a material breach of this Agreement and, in the case of late payment, AKS may, in its sole discretion, suspend or terminate service and all other obligations under this contract and/or under any other contract between AKS and Client (and/or between AKS and any other client subject to control by Client or any of Client's principals). If any payment is not timely made, AKS may withhold plans, documents, and information (whether such documents and/or information was prepared under this contract, another contract between AKS and Client, or a contract between AKS and another client subject to control by Client or one of Client's principals). If AKS suspends or terminates work due to Client's non-payment, AKS may require an additional "start-up fee" to re-start work, even if Client cures all past defaults. These remedies are in addition to any others available to AKS at law or in equity.
5. **Additional Charges:** If AKS performs any work pursuant to a lump sum agreement, AKS reserves the right to charge additional amounts (and client shall timely pay such extra amounts) when: (a) AKS provides any services not specified in the agreement; (b) unforeseen or differing conditions modify the scope of work anticipated by AKS; (c) any law, ordinance, regulation or similar item changes after the date of the agreement and such change requires AKS to re-perform any work; and (d) delay or other conduct by others impact AKS's services; and/or (e) any other circumstance justifies an equitable adjustment to the contract price. Unless otherwise agreed, additional charges shall be at AKS's standard rates.
6. **Cost Estimates:** Any construction or development cost estimates provided by AKS are only estimates. AKS has no control over market conditions or bidding procedures. AKS cannot warrant that bids or actual costs will not vary from estimates. AKS will not be liable to Client for any inaccurate cost estimates, and Client assumes all risks associated with construction and development cost estimates that AKS provides to Client.
7. **Standard of Care:** AKS shall only be responsible to the level of competency and the standards of care and skill maintained by similarly licensed professionals providing similar services on projects of similar type, size and scope as a subject project, in the locale where the subject project is located, at the time that AKS provides services. AKS shall not be liable to Client for any standard of care higher than such standard.
8. **Termination:** Without any liability to the other party, either Client or AKS may terminate this Agreement for any reason by giving 30 days written notice to the other party. In such event, Client shall immediately pay AKS in full for all work performed prior to the effective date of termination. AKS need not give 30-days' notice if the reason for termination is client's non-payment.
9. **Limitation of Liability:** In recognition of the fees charged by AKS, and the relative risks, rewards, and benefits of the project to AKS and Client, Client agrees that AKS's liability to Client relating to this Agreement and the services that AKS performs hereunder, for any cause or combination of causes, under any theory of law, including tort (including negligence), contract or otherwise, shall be limited, in the aggregate, to the lesser of: (a) the amount of the fee received by AKS in connection with the project; and (b) the remaining insurance coverage available to AKS (after deduction of any costs, claim payments or other amounts that may have reduced policy limits). Client hereby expressly waives all claims of every nature against AKS that exceed these liability limitations. Client had the opportunity to negotiate a higher limitation for a higher fee.
10. **Release of Individuals:** No member, employee or other representative of AKS shall have any personal liability to Client for any act or omission, whether based on a claim of negligence or any other tort, or otherwise, arising out of or relating to this Agreement or the services that AKS performs hereunder, and Client hereby releases all such individuals from all claims of every nature.
11. **Consequential Damage Waiver:** AKS and Client hereby waive all claims against each other for indirect and consequential damages that arise in any manner out of this Agreement or the services performed hereunder. This mutual waiver includes a release of all claims for consequential damages, whether based in tort, contract or otherwise, and includes, without limitation, a release of claims for economic losses such as rental expenses, losses of use, income, profit, financing, business and reputation, and for loss of management or productivity.
12. **Enforceability:** If any provision contained in this Agreement (or any portion thereof) is held to be unenforceable by a court of competent jurisdiction, the remaining provisions contained herein (and all parts thereof) shall remain unimpaired, in full force and effect. Each clause shall be enforced to the greatest extent not prohibited by law and shall be modified to enforce the expressed intent to the greatest extent allowed.
13. **Assignment:** This Agreement is not assignable by Client without the written consent of AKS.
14. **Access; Client Cooperation:** Client represents and warrants that it has unrestricted access to the site, and that AKS has access to the site, to the same degree as Client. Client shall cooperate with AKS and timely provide AKS information that AKS requests.
15. **Work Product:** Calculations, drawings, and specifications prepared pursuant to this Agreement ("Work Product"), in any form, are instruments of professional service intended for one-time use by Client only, for this project only. Work Product is and shall remain the property of AKS and its consultants. Client may not use any Work Product on other projects without AKS's express written permission. Client shall not obtain the right to use the Work Product, even for one-time use on this project, unless all amounts due to AKS are paid in full. If Client is in possession of any Work Product and has not paid any amount due to AKS, AKS may demand return of the Work Product, and may specifically enforce Client's obligation to return the Work Product. Client agrees that AKS shall not have waived its rights in any Work Product by virtue of submission to a public body, by dissemination of Work Product without copyright designations or via any other conduct other than a written waiver signed by AKS.
- 15.1: If Client uses any Work Product without retaining AKS for any portion of the project (including construction phase) or any other project, then Client releases AKS and AKS's consultant(s) from all claims and causes of action that relate in any manner to the project and the Work Product. Client recognizes, acknowledges and agrees that the design for a project can be a work in progress and that changes occur and information becomes available, even during construction, and that, unless AKS can stay involved in the project through completion, AKS should be relieved of liability associated with the services it provided for the project. Client agrees to indemnify and hold AKS harmless from and against any claims, demands, damages and amounts of every nature, to the extent caused by Client's use of the Work Product (or Client's allowing someone else to use the Work Product) without the involvement

of AKS. If this Agreement is terminated prior to completion of the project, for any reason other than AKS's termination as a result of Client's breach, then Client may continue to use the Work Product prepared by AKS prior to the date of termination, pursuant to the license granted herein, but only if: (a) Client pays AKS all amounts due to AKS; (b) Client removes all indicia of AKS's involvement in the Project from such documents, including title blocks and stamps; (c) Client retains another licensed design professional to review, approve and assume all responsibility for all design documents (the new design professional shall stamp the Work Product and, if anything has been submitted to a jurisdiction prior to termination, then the new design professional shall notify the jurisdiction that the new design professional is the new design professional of record).

**15.2:** If Client makes, authorizes or consents to changes to any Work Product, and such changes are not approved in writing by AKS, then such changes and the results thereof are not the responsibility of AKS. In that case, Client releases AKS from any liability arising from construction, use or result of such changes, and Client shall indemnify, defend and hold AKS harmless from and against any liabilities, costs, damages, demands, claims or other amounts to the extent caused by such changes.

**15.3:** AKS's deliverables only include printed paper copies or PDF's of Work Product. If AKS chooses, in its sole discretion, to produce any native editable design documents (such as CADD, REVIT or Word files), then Client agrees not to distribute such editable documents to any other person without AKS's express written consent, which consent AKS may withhold in its discretion.

**16. Indemnity:** Client hereby agrees to defend, indemnify and hold AKS (and each of AKS's owners, employees and agents) harmless from any claim, demand, loss, damages and/or liability, including reasonable attorneys' fees, to the extent such arises out of any acts by the Client, its agents, staff, and/or other consultants or contractors that act at Client's direction.

**17. Work of Others:** Client agrees that AKS shall not be responsible or liable for any work performed or services provided by anyone other than AKS and/or AKS's direct employees. If AKS assists Client with the coordination of other contractors and/or design professional and/or consultants, and/or AKS arranges for the provision of services by others, such coordination and/or other efforts is done as a convenience to Client and does not make AKS liable for the services provided by others. Client understands and expressly acknowledges that AKS does not provide geotechnical engineering, safety, traffic engineering, structural engineering, or electrical engineering services. Client acknowledges that AKS does not assume responsibility and agrees that AKS shall have no liability for determining, supervising, implementing or controlling the means, methods, technique, sequencing or procedures of construction, or monitoring, evaluating or reporting job conditions that relate to health, safety or welfare.

**18. All Terms Material; Negotiation; Construction:** All provisions herein are material to AKS's agreement to provide services and were expressly negotiated by the parties. Client had the opportunity to negotiate each term hereof and waives any argument that this Agreement should be construed against the drafter.

**19. Authorization to Proceed:** Any request by Client for AKS to proceed with work shall constitute an express acceptance of all terms to this Agreement, including these General Provisions.

**20. Law/Venue:** All claims that relate to this Agreement or the services provided hereunder shall be subject to Oregon law, and any litigation shall be filed in Multnomah County, Oregon, except: (a) if any case involves a lien claim that must be litigated elsewhere as a matter of law, all issues may be litigated in the same forum as the lien foreclosure; and (b) if all work performed hereunder occurred in Washington, disputes shall be subject to Washington law and litigation shall be filed in Clark County, Washington.

**21. Mediation:** Client agrees to mediate any dispute between AKS and Client, at AKS's request. The parties shall equally share the costs of mediation.

**22. Notice of Claims:** Client shall provide AKS immediate written notice of any facts that could potentially result in any potential claim against AKS. As a condition precedent to any recovery from AKS, Client shall give AKS written notice of any claim or facts that could result in a claim not later than ten (10) days after the date of the occurrence of the event causing the potential claim. Client's failure to provide such notice shall constitute waiver of such claim.

**23. No Third-Party Beneficiaries:** Client and AKS are the only beneficiaries of this Agreement; no term herein is intended to benefit any third party.

**24. Time Limitation/Accrual:** Any claim or cause of action by Client against AKS arising out of or relating to this Agreement or the services performed hereunder (under any theory of law) must be initiated within two (2) years of the earlier of the date: (a) of AKS's last invoice; (b) of substantial completion; (c) of abandonment; (d) that Client knew or should have known of the damages claimed; and (e) that Client knew or should have known the facts giving rise to the claim. For purposes of this provision, AKS statements shall not constitute invoices; the "last invoice" shall be the last invoice that reflects new charges not previously charged for base contract work. A signed certificate of substantial completion shall be conclusive evidence of the date of substantial completion. If no certificate of substantial completion is executed, substantial completion shall be the earliest of the date that (a) the project is fit for its intended purpose; (b) the project is utilized for its intended purpose; and (c) a certificate of occupancy (permanent or temporary) is issued for any portion of the Project.

**25. Integration; Amendments:** This Agreement represents the entire and integrated agreement between Client and AKS, and supersedes all prior and contemporaneous negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by the party against which such amendment is asserted.

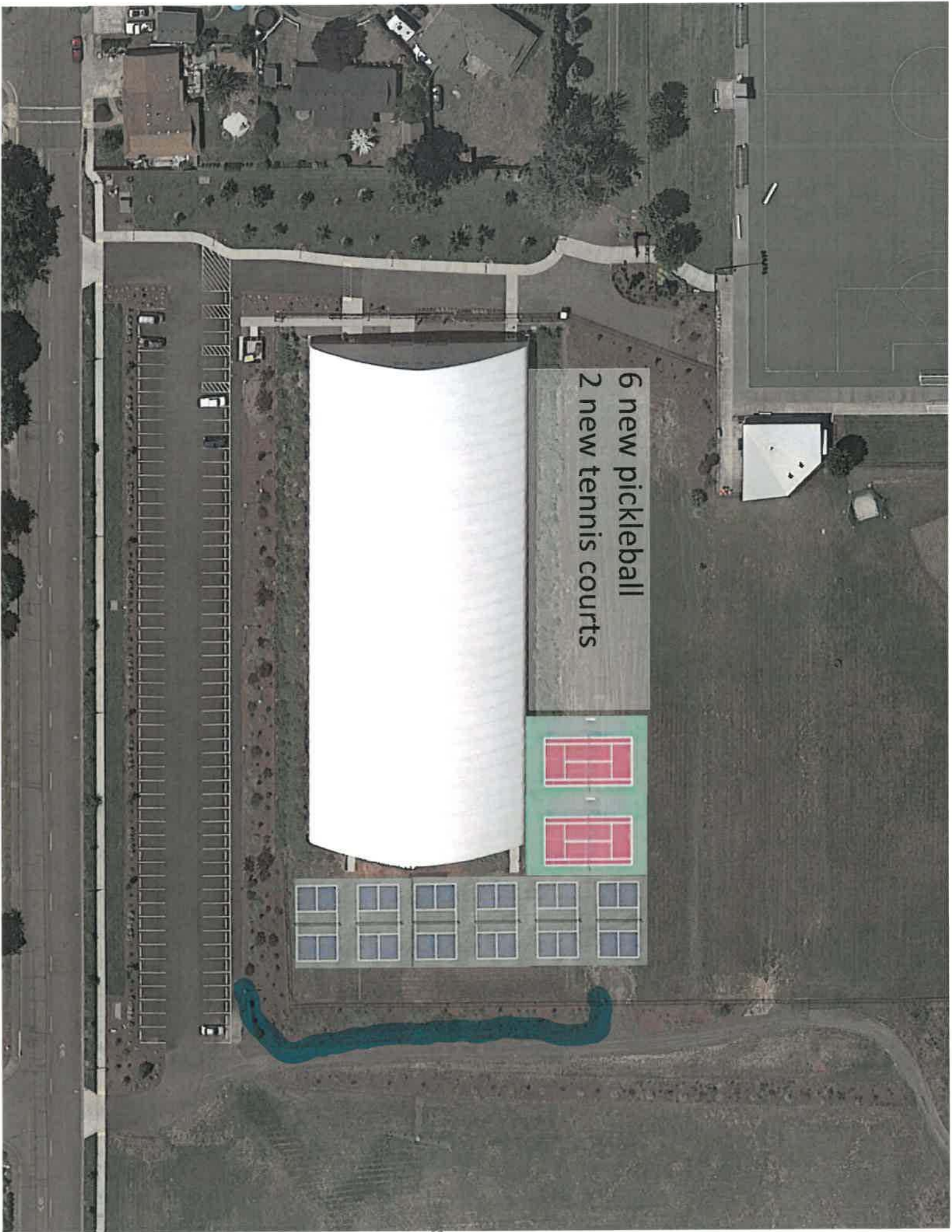
**26. Binding Nature; Survival:** This Agreement shall be binding on the parties and their respective successors, heirs and permitted assigns. Each of Client's principals agrees to be bound by the terms hereof, to the same extent as Client. Any clauses intended to survive termination or expiration of this Agreement (including without limitation indemnity, waivers, limitations, and dispute resolution clauses) shall survive termination or expiration.

**27. Waiver:** No failure on the part of either party to exercise its rights under this Agreement shall be considered a waiver, release or relinquishment of any rights or powers conferred under this Agreement.

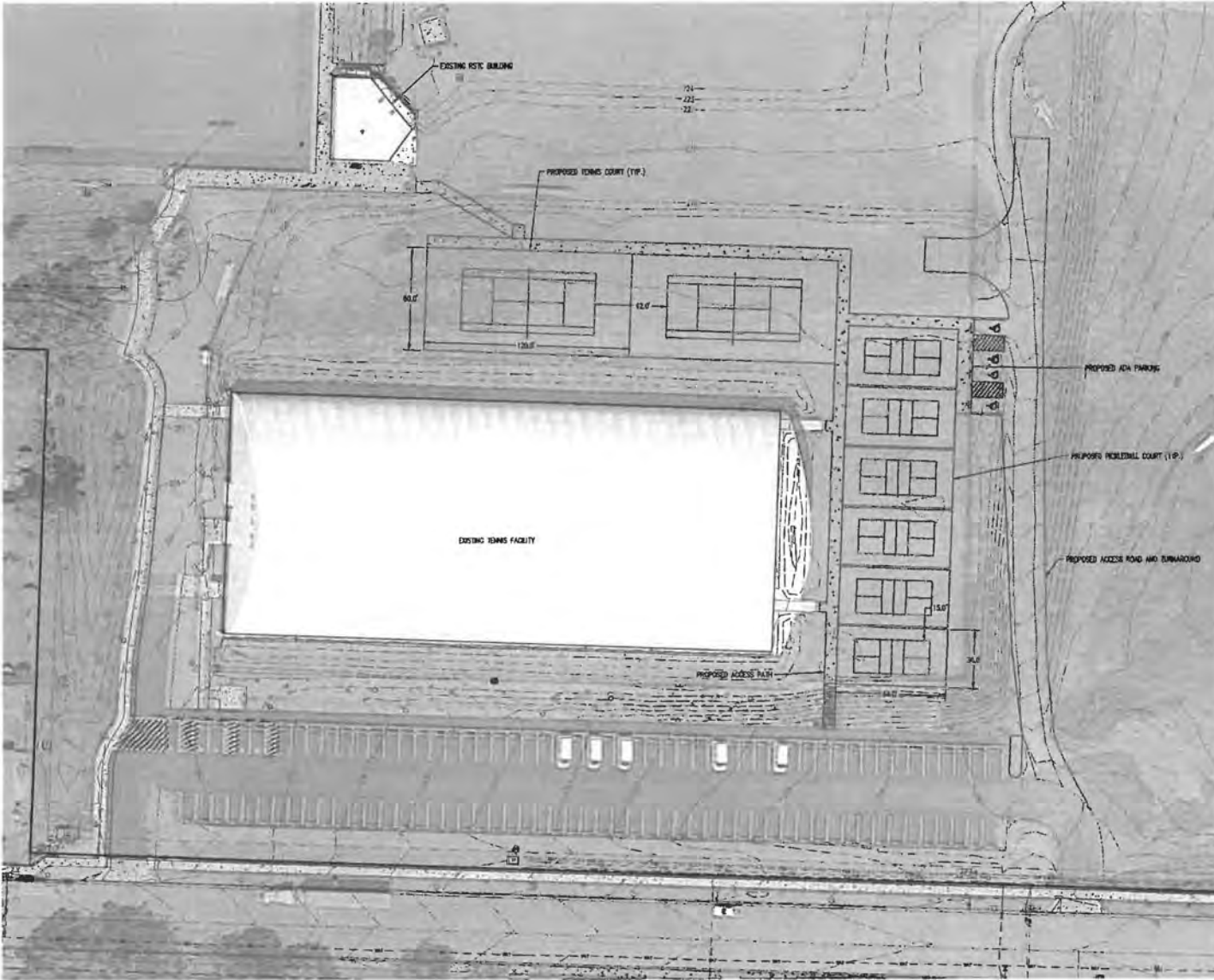
**28. Unmanned Aerial Systems (UAS):** AKS may utilize UAS to compile aerial photography of the project site before, during, and after construction. Client hereby grants AKS permission to operate the UAS over the project site. Client represents that all persons, vessels, vehicles, and structures related to the project are considered participants consenting to be involved with any UAS operations by AKS, and that Client has authority to grant these rights and to make these representations. Client shall defend, indemnify and hold AKS harmless from any breach of these representations, and from any claims or demands against AKS arising from any allegation of trespass, non-consent, or any other issues arising out of AKS's UAS operations (except to the extent that AKS causes property damage or personal injury that arises out of AKS's negligence).

**29. Electronic Media:** Client may only rely on printed Work Product, with AKS's wet stamp. Any files provided to Client in electronic format are for convenience only and should not be relied upon as final documents. Any use of electronic files shall be at the user's sole risk. AKS makes no representation as to the accuracy or completeness of electronic documents, or as to the compatibility, usability or readability of such files.

**30. Court Materials:** If AKS receives a subpoena or is otherwise required to produce documents, provide testimony, or otherwise get involved in a court case that relates to your project (and to which AKS is not a party), the Client will pay all time and costs incurred for such matters at AKS' current staff billing rates.



6 new pickleball  
2 new tennis courts



- PROS:**
- ADDITIONAL ADA PARKING
  - MINIMIZES GRADING ON STEEP AREAS OF SITE
  - NEW STAIRWAY ACCESS POINT TO COURTS
  - CENTRAL ADA ACCESS
- CONS:**
- ALL COURTS FACING EAST-WEST (NOT PREFERRED DUE TO SUN ANGLE)
  - NO RSTC BUILDING EXTENSION
  - REQUIRES ACCESS ROAD IMPROVEMENTS
  - NO ADDITIONAL COURTS NORTH OF EXISTING FACILITY
  - CONSIDERABLE GRADING REQUIRED FOR ADA PARKING

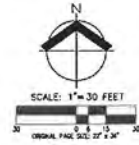
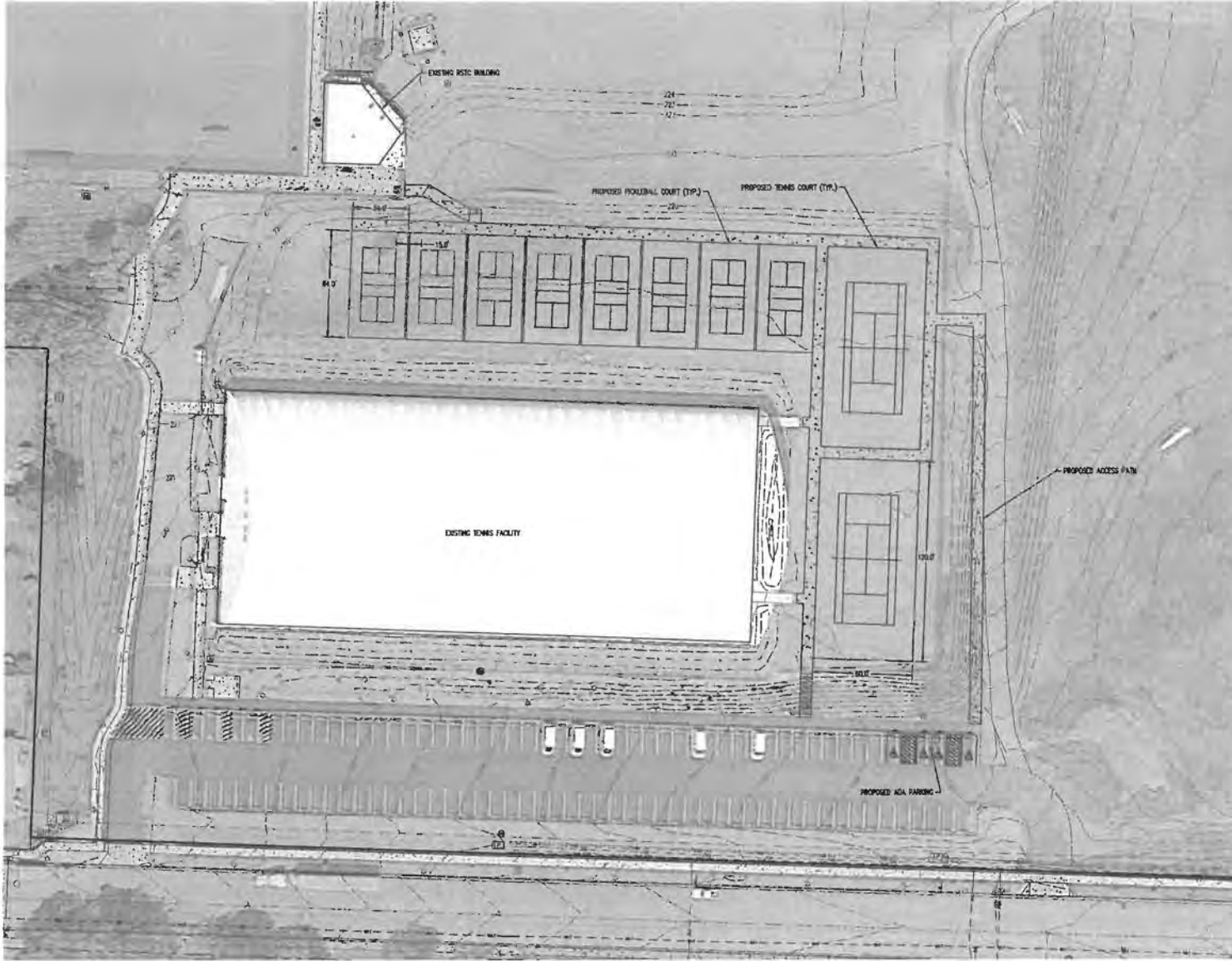


**CONCEPT 1**  
**CPRD PICKLEBALL & TENNIS COURTS**  
**CHEHALEM PARK & RECREATION DISTRICT**  
**NEWBERG, OREGON**

*86*

**PRELIMINARY**  
**NOT FOR**  
**CONSTRUCTION**

DATE:	5000-01
DATE:	9/15/2023
DESIGNED BY:	CAK
DRAWN BY:	CHP
CHECKED BY:	CAK



**PROS:**

- ADDITIONAL ADA PARKING
- ALL COURTS FACING NORTH-SOUTH (PREFERRED DUE TO SUN ANGLE)
- 2 ADDITIONAL PICKLEBALL COURTS
- AVOIDS GRADING ON STEEP AREAS OF THE SITE

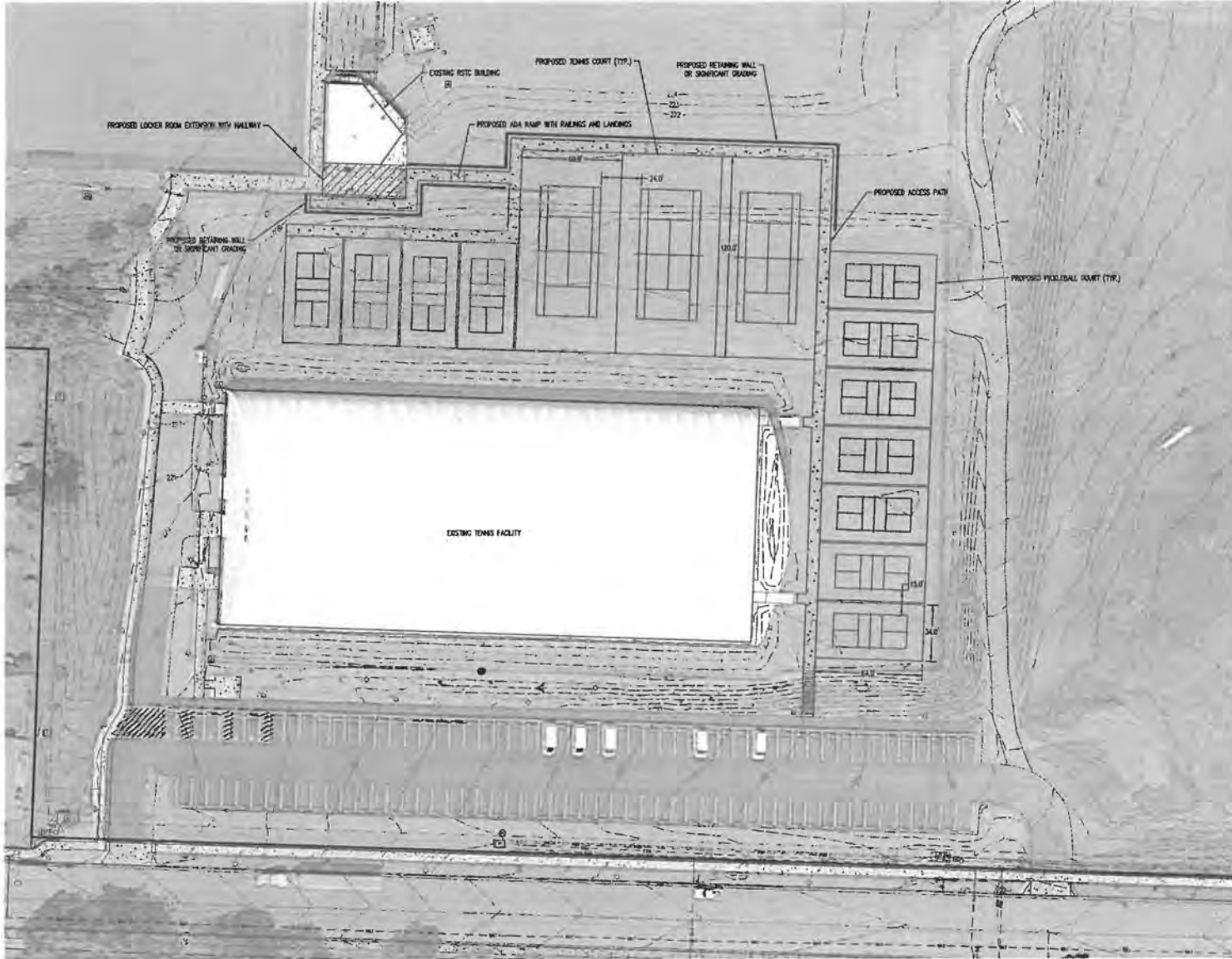
**CONS:**

- NO RSTC BUILDING EXTENSION
- LONG ADA ACCESS PATH
- LOSE EXISTING PARKING STALLS TO NEW ADA PARKING STALLS
- NEW ADA PARKING AREA MAY REQUIRE ADDITIONAL PAVING/GRADING

**CONCEPT 2  
 CPRD PICKLEBALL & TENNIS COURTS  
 CHEHALEM PARK & RECREATION DISTRICT  
 NEWBERG, OREGON**

**PRELIMINARY  
 NOT FOR  
 CONSTRUCTION**

FILE NUMBER	5000-01
DATE	9/19/2023
DESIGNED BY	CAK
DRAWN BY	DPH
CHECKED BY	CAK



**PROS:**

- 7 COURTS FACING NORTH-SOUTH (PREFERRED DUE TO SUN ANGLE)
- 5 ADDITIONAL PICKLEBALL COURTS
- 1 ADDITIONAL TENNIS COURT
- LOCKER ROOM EXTENSION ON EXISTING RSTC BUILDING

**CONS:**

- LONG ADA ACCESS PATH
- 7 COURTS FACING EAST-WEST (NOT PREFERRED DUE TO SUN ANGLE)
- NO ADDITIONAL ADA PARKING
- REQUIRES RETAINING WALL OR SIGNIFICANT GRADING

**CONCEPT 3  
 CPRD PICKLEBALL & TENNIS COURTS  
 CHEHALEM PARK & RECREATION DISTRICT  
 NEWBERG, OREGON**

**PRELIMINARY  
 NOT FOR  
 CONSTRUCTION**

JOB NUMBER	5600-28
DATE	5/15/2023
DESIGNED BY	CAK
DRAWN BY	CSH
CHECKED BY	CAK



## **8.22.23 Golf Course Committee Agenda**

- 1) Maintenance update from Scott Robinson
- 2) Update from Board Chair Jason Fields
- 3) Review of previous meetings minutes
- 4) Action items to review in advance of Board Meeting on 8.24.23
- 5) Thoughts/idea/concerns (round table discussion)

# Chehalem Heritage Trails Advisory Committee

## AGENDA

September 13, 2023 | 6:30 - 8:00 p.m.

Attend either in person on-site at CPRD Admin Office  
or remotely via Zoom: <https://us02web.zoom.us/j/89157263898>  
Meeting ID: 891 5726 3898

Committee Members:

Michelle Colvin  
Quentin Comus (Chair)  
Matt Dolphin  
Allen Holstein  
Kimberly Lanier

Committee Members (Continued):

Bob Oleson  
Martin Peters  
Cindy Riggs  
Erin Robinson (Secretary)  
Peter Siderius

Board Liaisons:

Jason Fields  
Jim McMaster

CPRD Staff:

Casey Creighton  
Kat Ricker  
Bryan Stewart

- I. Call to Order
- II. Attendance Roll Call
- III. Approval of August Meeting Minutes (Matt)
  - o See Appendix A
- IV. Public Comment Period

*Public participation in Chehalem Heritage Trails Advisory Committee meetings is encouraged. Those interested may submit written comments to [kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org) or provide oral comments at a public committee meeting. Those wishing to provide oral comments will be provided a set amount of time determined by the Chair at the beginning of the meeting during the designated public comment period. This public comment period may last up to a maximum of 10 minutes.*

- V. User Group Engagement Strategies Discussion (Matt)
  - o See Appendix B
  - o Potential Motion: Recommend to the CPRD Board of Directors that the Chehalem Heritage Trails Advisory Committee convene user group-specific town halls for equestrians, cyclists, and hikers AND a multiuser focus group facilitated by a third party to explore user group desires and concerns. This feedback will be applicable to the entire Chehalem Heritage Trails network but specifically supplement the work of the Bob and Crystal Rilee Park Master Plan. The Committee shall record, synthesize, and publicly present the feedback to the CPRD Board of Directors by February 2024.
- VI. Additional Committee Member Discussion (Matt)
- VII. Board of Directors Meeting Report (Matt)
- VIII. Adjourn

**Important Reminders/Notes:**

- Friday, September 15, 2023: CHTAC Community Trails Survey invitation letters mailed, survey opens to closed sample.
- Tuesday, October 10, 2023: CHTAC Community Trails Survey reminder letters mailed.
- Wednesday, October 11, 2023: CHTAC Regular Meeting at the CPRD Administrative Office and on Zoom at 6:30 p.m.
- Tuesday, October 31, 2023: CHTAC Community Trails Survey closes, data analysis begins.

# APPENDIX A

## Chehalem Heritage Trails Advisory Committee

### MINUTES

August 9, 2023 | 6:30 - 8:00 p.m.

Attend either in person on-site at CPRD Admin Office  
or remotely via Zoom: <https://us02web.zoom.us/j/89157263898>  
Meeting ID: 891 5726 3898

Green attended in person – Blue attended via Zoom – Black not in attendance

Committee Members:

Michelle Colvin  
Quentin Comus (Chair)  
Matt Dolphin  
Allen Holstein  
Kimberly Lanier

Committee Members (Continued):

Bob Oleson  
Martin Peters  
Cindy Riggs  
Erin Robinson (Secretary)  
Peter Siderius

Jason Fields  
Jim McMaster

CPRD Staff:  
Casey Creighton  
Kat Ricker  
Bryan Stewart

Others in Attendance:

Brian Bowman

Board Liaisons:

- I. Call to Order 6:32pm
- II. Attendance Roll Call
- III. Introduction of New Board Liaison, Jason Fields (Quentin)
- IV. Approval of June Meeting Minutes: (Quentin)
  - o See Appendix A
  - o Moved and approved and approved unanimously
- V. Public Comment Period - none

*Public participation in Chehalem Heritage Trails Advisory Committee meetings is encouraged. Those interested may submit written comments to [kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org) or provide oral comments at a public committee meeting. Those wishing to provide oral comments will be provided a set amount of time determined by the Chair at the beginning of the meeting during the designated public comment period. This public comment period may last up to a maximum of 10 minutes.*

- VI. Work Party Reflection (Matt)
  - o Poison oak eradication
  - o About 8 people
  - o Head room for horses – sections 55, 56, 57 and 58
  - o Recommendation to address further in the Fall
  - o Equestrian connections are attempted.
  - o Matt is working with Bryan and Russ on replacement of some boards.
- VII. Community Trails Survey Update (Quentin)

- o See Appendices B and C
- o Discussion:
  1. Cindy – Will we know if someone started and then stopped the survey? Quentin – Yes and they could be reminded
  2. Jim – Do we have the Harvey Creek Trail on there? Quentin – No Jim – suggests adding that and potentially the Trappist Abbey Trail Allen – suggests not including Trappist Abbey in the survey
  3. Jason - What is the purpose of the survey? Quentin – lots of concerns in our community and having a hard time finding actionable items and to understand the attitudes and usage behavior of people in the district. Also, to understand the values of shaping the thoughts around trails.
- o Potential Motion: **Recommend CPRD administer the CHTAC Community Trails Survey, as presented, on behalf of the Chehalem Heritage Trails Advisory Committee. Moved and seconded**
  1. **Passes unanimously**

VIII. Additional Committee Member Discussion (Quentin) – **will move to September meeting**

- o Our numbers have somewhat dwindled
- o Equestrian and bike community representatives are missing?
- o Allen believes that our mission is larger than just the equestrian viewpoint and would like people who would embrace the broader mission rather than those who are invested in one park.
- o Jim – sent a name to Quentin today of someone who would be interested in joining
- o Cindy – water person would be good to add – Jim - maybe chat with Bart Rierson about who would be good for water trails
- o Matt – has long lists of those who volunteered to help on trails. We should also look at Oregon Equestrian Trails would be a nice group to include in regards to equestrian trail maintenance. Those who have a little extra knowledge about trails would be a focus of recruitment. Bike community should be involved also, potentially Brian Bowman
- o Quentin – how should we add members. Matt would need some time to present names. Jim – it's always the few who do the work of the many. If you want to keep them on board you need to have something for them to do.
- o Quentin will start an Excell Spreadsheet and send it to us so we can add names to potentially recommend to add to the committee.
- o Matt suggests trying to also be proactive about public comment – not everyone wants to commit at the level of a committee member. Quentin agrees and also need resources for potential focus groups, etc. Diversification of approaches and conversations in order to head to solutions.

IX. Next Steps Discussion (Quentin) – advocacy is something we will continue

o **Ewing Young Park**

1. LUBA appeal was dropped and CPRD will try to work with County for a solution over the next year
2. Matt was thankful to the Board for giving the Ewing Young Park some time to come up with the best solution. It was a good moment in our community to see that.
3. Quentin - Master Plan around 2018 was done. Is there a timeline for development of the other side of the footbridge. Bryan – is in a holding pattern and would encourage moving forward. Encouragement to continue with projects that have been in the works.
4. Quentin – wait for an opportunity to discuss whether we want this to be a priority. We can revisit as specific opportunities become available.

o **Newberg-Dundee Bypass Trail**

1. Education and advocacy is important – Bryan would encourage everyone to advocate for ALL the trails.
2. Matt, Cindy and Michelle – want to stress how much excitement there is for this trail at the market.
3. ODOT easement – things are changing as development changes
  - a) Jim – when they build a new highway they have to put a trail in – to get the bypass done they had a certain amount of money and their coming back for the trail – supported by State Law – State of Oregon and ODOT are providing grants
4. Matt – his property was purchased for the bypass – bikes and pedestrians have been part of the discussion for 20 years.
5. Jim – we are looking to work with the County.
6. Jason – doesn't believe there was a trail in the plans in building the bypass.
  - a) He is for building the trail.

o **Bob and Crystal Rilee Park**

1. Master Plan process underway

o **Wednesday Market**

1. Should Cindy ask and report back what people are saying? Quentin says: yes, it's like a pulse. Matt has developed a collection sheet for contact information for interested community members. Cindy still passes out stickers to the children. The plan is to enter the information and then we can share the information.
2. Quentin – talked about schools or other events to spread the word about trails. Newberg City Council is drafting a letter to collaborate on parks (probably includes trails).
3. Allen and Pete went to speak to the County Commissioners about a month ago – and he wants everyone to know that it pays to show up when there is something relevant on the agenda. Quentin has been trying to watch the agendas for different groups. Would be

worth keeping tabs on those. Matt – did our letter to the County get into the record?  
Quentin- doesn't believe so because he hit a roadblock with the meeting organizer.

o **Potential mailer**

1. Jason – have we done a mailer to let people know about what we can do at the CPRD parks, etc. Jim – says they used to do it quarterly but haven't since the internet revolution. Would be nice to send a mailer to have a way for people to make suggestions, volunteer, donations. Jason, has no idea how many CPRD parks are available for use. We should spend some money educating people about what we have. Michelle – mentioned that it used to be available in the library for anyone who is there. Matt – to the next Agenda we should bring a motion regarding what that mailer might look like. **Quentin agrees to bring some kind of motion to the next meeting regarding education of what's available through CPRD via mailer/printed material. Quentin will figure out the cost and the kind of material we would want to include in the mailer.**

o **Website ideas**

1. Quentin – create contact form on our website where they can link to more information. Cindy how would this be different than the CPRD website? Quentin – we could provide testimonial about certain trails/experiences. We can probably fill a gap regarding what CPRD's website doesn't have right now. Matt – maybe we help with the content at CPRD website instead. Start with what CPRD has and what can be adjusted instead. Quentin – we do have a committee landing page on the CPRD website. Jason – looking for the difficulty of the trail, what kind of trail is it, when is the trail open. Jim – this group could help with that information. Matt – worked with a small group who is advocating for conditions of trails being readily available to everyone including those with disabilities.
2. All Trails – Jim the trails aren't on there. Quentin – has the maps from his internship that could be submitted. Quentin will send the files to Matt.

X. Board of Directors Meeting Report (Quentin)

- o 3 meetings happened.
- o Bart Rierson and Don Loving were replaced by Matt Smith and Jason Fields
- o LUBA case in Ewing Young resolved
- o Master Plan at Bob & Crystal Rilee ongoing
- o Jim -
  1. Appreciates those who are volunteering on the committee.
  2. This winter – when it's pouring rain we should be identifying where the problem areas are so that we can look to improve on those as the weather gets better.
  3. Matt is doing this at Bob & Crystal Rilee and would love to expand to others.

- Jason – he is honored to be a part of this committee and he thinks it's awesome that we are so committed to the parks and trails. Jason wants to grow the trail system and he is not opposed to trails.
- Brian Bowman – If there are any questions/concerns
  1. Practice sessions are going on up there. This is year 2 of the practices. Bryan says there have been no issues or major problems.
  2. Bryan – gates are up at Bob & Crystal Rilee and has helped with safety
  3. Quentin – are there people that approach you separately before they go to meetings, or do they go straight to board meetings? Bryan would like to receive emails or comments in advance.
  4. Jim – it's important that people realize there will be some bad actors. We've had to use ATVs and motorcycles on the trails from time-to-time.
  5. Quentin – user conflicts seem to be pretty calm at the moment – it seems as if all groups are enjoying the park.

XI. Adjourn – 7:57 pm

**Important Reminders/Notes:**

- Thursday, August 24, 2023: CPRD Board of Directors Meeting at the CPRD Administrative Office and on Zoom at 6 p.m.
- Wednesday, September 13, 2023: CHTAC Regular Meeting at the CPRD Administrative Office and on Zoom at 6:30 p.m.



# APPENDIX B

## Chehalem Heritage Trails Advisory Committee

### Trail User Engagement Recommendation

#### Introduction

The Chehalem Heritage Trails Advisory Committee (CHTAC) recognizes the importance of understanding the desires and concerns of trail users within the Chehalem Heritage Trails network. To inform trail maintenance, development, and outreach efforts across the district, we propose a series of user group-specific town halls and a multi-user focus group. This initiative will not only foster constructive dialogue among diverse trail user communities but also serve as a valuable supplement to the ongoing Bob and Crystal Rilee Park Master Plan process.

#### Purpose

The primary purpose of this initiative is to gather qualitative data from trail users, specifically equestrians, cyclists, and hikers. By conducting user group-specific town halls and a multi-user focus group, we aim to:

- **Understand User Needs:** Gain a deeper understanding of each user group's desires, concerns, and expectations regarding trail conditions, trail types, difficulty levels, and other relevant factors.
- **Address Inter-User Interactions:** Explore issues related to inter-user interactions, user etiquette, and strategies for improving the coexistence of different trail user groups.
- **Enhance Trail Development:** Collect innovative ideas and recommendations from trail users to inform district-wide trail maintenance, development, and outreach efforts.
- **Promote Collaboration:** Create a platform for constructive and collaborative discussions among trail users, CPRD board members, and CHTAC committee members to identify potential solutions to common challenges.

#### Methodology

The initiative will consist of two main components:

1. **User Group-Specific Town Halls:** Three separate town halls will be organized, each targeting a specific user group; equestrians, cyclists, and hikers. These town halls will be facilitated by a third-party moderator and will accommodate large groups of trail users. Participants will have the opportunity to openly share their thoughts, concerns, and ideas.

2. **Multi-User Focus Group:** A multi-user focus group will be established, comprising two members from each trail user community, two CPRD board members, and two CHTAC committee members. This focus group will meet three times between October and December 2023 to discuss potential solutions to problems and innovative ideas for enhanced trails in the district. The focus group discussions will be facilitated by a third party to ensure objectivity and inclusivity.

## Data Handling

The CHTAC is committed to transparent and responsible data handling. All feedback and discussions from the user group-specific town halls and the multi-user focus group will be recorded, transcribed, and analyzed to identify major themes and ideas.

## Reporting

A comprehensive report will be prepared, encompassing the raw feedback and the synthesis of major themes and ideas emerging from the user group-specific town halls and the focus group discussions. This report will be publicly presented to the CPRD Board of Directors no later than February 2024.

## Conclusion

The proposed initiative to convene user group-specific town halls and a multi-user focus group is a testament to our commitment to listening to our trail user communities. By actively seeking their input, we aim to enhance the Chehalem Heritage Trails network, promote collaboration among trail users, and ensure that our trails meet the diverse needs and expectations of our community.

We kindly request the support and approval of the CPRD Board of Directors for this initiative, which will contribute significantly to the ongoing efforts to enrich our trail system and create a harmonious trail experience for all users.



## Chehalem Park and Recreation District

125 S. Elliott Road  
Newberg, OR 97132

September 15, 2023

Michael Hurst  
16200 SW Pacific Hwy H225  
Tigard, OR 97224

Dear Michael,

As a resident of the Chehalem Park and Recreation District (CPRD), you have been randomly selected to participate in the **Community Trails Survey**, administered in collaboration with the Chehalem Heritage Trails Advisory Committee.

This survey is an opportunity for you to provide valuable feedback on the future development and maintenance of our Chehalem Heritage Trails network. Your responses will help us better understand the community's values, usage habits, and preferences—ensuring that our trails continue to meet the expectations of our residents. **Plus, you can choose to be entered into a random prize drawing for a Chehalem Aquatic and Fitness Center 3-month Family Membership (\$235 value).**

Your participation is entirely voluntary, and all responses will be kept confidential. The survey is conducted securely online to provide you with the flexibility to complete it in one sitting or multiple sessions. We encourage you to share your thoughts openly and candidly. **Please complete and submit your survey before Tuesday, October 31, 2023.**

### Survey Access Information

Use the Survey Link below to access the survey, then enter your Last Name and Survey Code below into the survey when prompted. This invitation is valid for only one survey submission.

Survey Link: **CPRDTRAILSURVEY.ORG**

Last Name: **Hurst**

Survey Code: **JKDTD**

Scan this QR Code  
to access the survey.



We appreciate your time and consideration in taking part in the Community Trails Survey. The survey results will be posted on the CPRD website ([cprdnewberg.org](http://cprdnewberg.org)) in November 2023.

If you have any questions or encounter any issues, please do not hesitate to contact Kat Ricker at [kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org) or 971-832-4222.

Warm regards,

**Quentin Comus**

Chair, CPRD Chehalem Heritage Trails Advisory Committee

The Community Trails Survey is available online in English, Spanish, French, Chinese, and Russian.

United States Postal Service  
**Postage Statement—USPS Marketing Mail**

Post Office: *Nota Mail Arrival*  
 Date & Time (Do Not Round-Stamp)

<b>Mailer</b>	<b>Permit Holder</b> Name, Address, Email, Telephone <b>Oregon Data</b> 11095 SW Avery St Tualatin, OR 97062	<b>Mailing Agent</b> (if other than permit holder) Name, Address, Telephone <b>Oregon Data</b> 11095 SW Avery St Tualatin, OR 97062	<b>Mail Owner</b> (if other than permit holder) Name, Address <b>Chehalem Park &amp; Recreation District</b> 125 S Elliot Rd Newberg, OR 97132
	503-783-0248 EPS Cust. Ref. No. <b>N/A</b>	CRID <b>N/A</b>	503-783-0248 CRID <b>N/A</b>

<b>Mailing</b>	Post Office of Mailing <b>PORTLAND OR 97208</b>	Mailer's Mailing Date <b>09/15/2023</b>	Federal Agency Cost Code <b>N/A</b>	Statement Seq. No. <b>N/A</b>	For Automation Pieces. Enter Date of Address Matching and Coding <b>09/13/2023</b>	No. & Type of Containers <b>2 - 1'MM Trays 11 - 2'MM Trays</b>	
	Type of Postage <input checked="" type="checkbox"/> Permit Imprint <input type="checkbox"/> Precanceled Stamps <input type="checkbox"/> Metered	Processing Category <input checked="" type="checkbox"/> Letters <input type="checkbox"/> CMM <input type="checkbox"/> Flats <input type="checkbox"/> Catalogs <input type="checkbox"/> Marketing Parcels	Total # of Pieces in Mailing <b>4,810</b>	SSF Transaction#			For Carrier Route Pieces, Enter Date of Address Matching and Coding <b>N/A</b>
	For Mail Enclosed within Another Class <input type="checkbox"/> Bound Printed Matter <input type="checkbox"/> Library Mail <input type="checkbox"/> Periodicals <input type="checkbox"/> Media Mail	Move Update Method <input type="checkbox"/> Ancillary Service Endorsement <input checked="" type="checkbox"/> NCOA <sup>SM</sup> <input type="checkbox"/> ACS	Total Weight <b>135.1610</b>	Permit # <b>3785</b>	For Carrier Route Price Pieces, Enter Date of Carrier Route Sequencing <b>N/A</b>		
	<input type="checkbox"/> Alternative Method <input type="checkbox"/> Multiple <input type="checkbox"/> OneCode ACS <input type="checkbox"/> n/a Alternative Address Format	Weight of a Single Piece <b>0.0281</b> pounds	<input type="checkbox"/> Mailpiece is a product sample _____ % Samples				For Pieces Bearing a Simplified Address. Enter Date of Delivery Statistics File or Alternative Method <b>N/A</b>

Parts Completed (Select all that apply):  A  B  C  D  E  F  G  H  L  S  NSA

<b>Postage</b>	<b>1</b>	<b>Subtotal Postage (Add parts totals)</b>	<b>\$1,406.86</b>
	<b>2</b>	Price at Which Postage Affixed (Check one). <input type="checkbox"/> Correct <input type="checkbox"/> Lowest <input type="checkbox"/> Neither Complete if mailing includes pieces bearing metered/PC Postage or precanceled stamps.	0 pcs. x \$ <b>\$ = Postage Affixed</b>
	<b>3</b>	<b>Incentive/Discount Flat Dollar Amount</b>	<b>-</b>
	<b>4</b>	<b>Fee Flat Dollar Amount</b>	<b>+</b>
	<b>5</b>	<b>Permit #</b>	<b>Net Postage Due (Line 1 +/- Lines 2, 3, 4)</b>

<b>USPS Use Only</b>	<b>Additional Postage Payment (State reason)</b>	
	For postage affixed, add additional payment to net postage due; for permit imprint, add additional payment to total postage.	<b>Total Adjusted Postage Affixed</b>
	Postmaster: Report Total Postage in AIC 130 [Permit Imprint Only, Excluding Simplified Addressing ("0")]	<b>Total Adjusted Postage Permit Imprint</b>
	Postmaster: Report Total Postage in AIC 208 [Simplified Addressing (EDDM), Permit Imprint Only]	<b>Total Adjusted Postage Simplified Addressing (EDDM)</b>

**Certification**  
 Incentive/Discount Claimed: \_\_\_\_\_ Type of Fee: \_\_\_\_\_  
 The mailer's signature certifies acceptance of liability for and agreement to pay any revenue deficiencies assessed on this mailing, subject to appeal. If an agent signs this form, the agent certifies that he or she is authorized to sign on behalf of the mailer and that the mailer is bound by the certification and agrees to pay any deficiencies. In addition, agents may be liable for any deficiencies resulting from matters within their responsibility, knowledge, or control. The mailer hereby certifies that all information furnished on this form is accurate, truthful, and complete; that the mail and the supporting documentation comply with all postal standards and that the mailing qualifies for the prices and fees claimed; and that the mailing does not contain any matter prohibited by law or postal regulation. I understand that anyone who furnishes false or misleading information on this form or who omits information requested on this form may be subject to criminal and/or civil penalties, including fines and imprisonment.  
 Privacy Notice: For information regarding our Privacy Policy visit [www.usps.com](http://www.usps.com).

Signature of Mailer or Agent	Printed Name of Mailer or Agent Signing Form <b>Jerry Vallereux</b>	Telephone <b>503-783-0248</b>
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<b>USPS Use Only</b>	Weight of a Single Piece _____ pounds	Total Weight	Are postage figures at left adjusted from mailer's entries? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, reason:	Round Stamp (Required) Payment Date	
	Total Pieces	Total Postage			
	Presort Verification Performed? (If required) <input type="checkbox"/> Yes <input type="checkbox"/> No				
	I CERTIFY that this mailing has been inspected for each item below if required: (1) eligibility for postage prices claimed; (2) proper preparation (and presort where required); (3) proper completion of postage statement; (4) payment of annual fee; and (5) sufficient funds on deposit (if required)		Date Mailer Notified	Contact	
	USPS Employee's Signature		By (Initials)	Time	AM PM

# USPS Marketing Mail

## Part A

### Automation Letters

Letters 3.5 oz. (0.2188 lbs.) or less

Entry	Price Category	Piece Price	No. of Pieces	Pieces Subtotal	Subtotal Postage	Discount Total*	Fee Total	Total Postage
DSCF	A7 5-Digit	0.2910	4,608	1,340.9280	1,340.9280			\$ 1,340.9280
	A8 AADC	0.3260	162	52.8120	52.8120			\$ 52.8120

### Part A Total

**\$ 1,393.7400**

## Part B

### Nonautomation Letters

Machinable Letters 3.5 oz. (0.2188 lbs.) or less

Entry	Price Category	Piece Price	No. of Pieces	Pieces Subtotal	Subtotal Postage	Discount Total*	Fee Total	Total Postage
DSCF	B5 AADC	0.3280	40	13.1200	13.1200			\$ 13.1200

### Part B Total

**\$ 13.1200**



DESIGN • PRINT • MARKETING

2401 E Hancock St, Suite C1  
Newberg, OR 97132  
503-538-7345

# INVOICE

No: **231454**

Date: 9/13/23

Customer PO:

[CLICK HERE TO PAY NOW](#)

Kat Ricker  
Chehalem Park & Rec. District  
125 South Elliott Rd.  
Newberg OR 97132  
Phone: 971-832-4222

QUANTITY	DESCRIPTION	Unit \$	AMOUNT
4,810	POSTAGE - CPRD Trail Survey Mailer	0.292	\$ 1,406.86
Subtotal			\$ 1,406.86
Shipping			\$ 0.00
Total			\$ 1,406.86
Less Deposit			\$ 0.00
<b>AMOUNT DUE</b>			<b>\$ 1,406.86</b>
<b>Payment Due By 9/28/23</b>			

*Thank you for your order!*

# USPS Marketing Mail

## Part A

### Automation Letters

Letters 3.5 oz. (0.2188 lbs.) or less

Entry	Price Category	Piece Price	No. of Pieces	Pieces Subtotal	Subtotal Postage	Discount Total*	Fee Total	Total Postage
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**\$ 1,393.7400**

## Part B

### Nonautomation Letters

Machinable Letters 3.5 oz. (0.2188 lbs.) or less

Entry	Price Category	Piece Price	No. of Pieces	Pieces Subtotal	Subtotal Postage	Discount Total*	Fee Total	Total Postage
DSCF	B5 AADC	0.3280	40	13.1200	13.1200			\$ 13.1200

### Part B Total

**\$ 13.1200**

## **Parks Activity Report: July/August**

**July and August continued our consistent trend of Very Heavy usage of our Parks, Trails and Facilities. Mowing and Landscaping of our Golfcourse and Parks is still in full swing. Our fields are transitioning from Spring/Summer to Fall sports. Planning and implementation of Fall /Winter best turf practices are happening.**

### **Highlights:**

**Golfcourse trail safety netting has been installed on hole #13 this provides safety separation of Trail and Golfcourse**

**Several drainage issues have been addressed and repaired at the Golfcourse**

**Cart paths on the front and back nine are now 95% edged. Bunkers/Sand traps are maintained and looking sharp.**

**The picking of the Driving Range is greatly improved due to the clearing and now enabled mowing of the non-netted slope. This is allowing for easier access and retrieval of range balls in turn adding to stable ball inventory = revenue.**

**Repair or replacement of damaged playground equipment at Central, Gladys, Collage and Armory parks**

**Fresh bark chips installed at College and Pool parks**

**Painting and cleaning of Large and Small Picnic Shelters, Restrooms Bathrooms, Benches, and Sign Kiosk at Jaquith Park.**

**Power washing of all Playground equipment at College Park**

**Edging of complete walking path at Dundee Billick Park, Hazardous tree removal, Replacement of damaged drinking fountain on order for Billick Park**

### **Repair and Replacement 2023/2024**

**Asphalt paving projects at Jaquith and Memorial parks have been scheduled. Work will begin in late September first part of October. The work entails: where needed, Remove and Replacement or 2"Overlay, or Crack Seal, and finally, Seal Coating of complete paths.**

**Jaquith Park measures out at 50,545 sq. ft**

**Memorial Park = 3121 sq. ft**

SEND  
104



**Work will begin at Jaquith Pk with cooperating weather both parks should be completed without any programming or usage interruption this Fall/Winter (Final seal coating most likely Spring 2024.**

**When these are complete we are prepared to do the same at Hover and Schaad Parks.**

**Repair and Replacement for Roofing at Community Center is slotted for this Fall. As you know this is one of the oldest facilities that CPRD owns and is still a very busy and viable asset to the community.**

**Acquired a replacement 5/8 yd. dump truck and trailer. This is to replace aged out existing Dump truck and trailer. These units are essential in the transport of our excavator, large mowers and other various types of equipment. This is also part of our 2023/2024 Repair and Replacement budget.**

## Parks Summary

July/August

Park Name	Hours worked
Armory	45.00
Billick/Dundee	200.00
CAFC	355.00
Cultural Center	199.00
Chehalem Valley M.S	40.00
College	48.00
Community Center	40.00
Crabtree	36.00
Crater Ballfields	88.00
Dundee River Park	0.00
Elliott Road	48.00
Ewing Young	66.00
Falcon Crest Park	12.00
Fortune Park	22.00
Friends Park	46.00
Tom Gail Park	33.00
Gladys Park	36.00
Chehalem Glenn G.C.	2840.00
Herbert Hoover Park	46.00
Jaquith Park	96.00
Jaquith Ball Fields	245.00
Memorial/Scout House	89.00
Mountainview	0.00
Oak Knoll Park	12.00
Oaks Park	12.00
Brillas Park	10.00
Pre-School	20.00
Pride Gas	6.00
Renne Fields	0.00
Rilee Park	240.00
Rotary Park	34.00
Sander Park	40.00
Schaad Park	36.00
Scott Leavitt Park	12.00
Senior Center	44.00
Spring Meadow	12.00
Waste Mngt	15.00
vacation/holiday/sick/comp	68.00
Wilsonville Property	110.00
Youth Building	2.00
Other Properties (PCC)	64.00
<u>Total</u>	5367.00

## Activity Report – Department 451

August 2023

### Aquatic & Fitness Center

- Facility remained open 7 days a week.

### Fitness Center

- Regular summer drop-in schedule continued for the sports courts and weight room.

### Aquatic Center

- August schedule kept us busy with new classes, public swims and swim lessons all month long.

### Facility Building maintenance

- Our HVAC System to our knowledge is still being worked on. It's an ongoing issue. No updates.
  - We still have two glycol leaks. One in the men's locker room and one in the lifeguard staff room.
- Our on deck pressure wash systems on both sides are still not working. A new pressure washer has been ordered for the fire riser room to accommodate the two systems for the outside and comp pool. New hoses are being run for the remaining systems and hopefully they will be up and running soon.
- We are still waiting for additional cameras to be put up at our facility to help us with ongoing issues like young kids letting their friends into the back facility doors, parking lot cameras for surveillance and safety and hallway cameras.

### Memberships

- Memberships are definitely up and new patrons are making our facility their workout place more and more.
- Management still monitors patron check-ins to make sure expired passes are taken care of.

### Scholarships and Donations

- Scholarships handed out since 1/1/2023; this includes activities for kids such as water polo lessons, swim lessons, babysitters class, Jr. lifeguard class and Jr. WSI class and memberships for those who need financial assistance, both adults and children. Total amount subsidized is \$3,758.50 (An additional \$452.50 was subsidized in August).
- Donations handed out since 1/1/2023; this is a gift certificate for memberships whether it is a 3-month, 1 year or 1 month. Many of these are used in auctions for schools, fundraisers, rotary and more. Total amount subsidized for donations is \$3,984.50 (Another \$235.00 was subsidized in August).
- Grand total for both equals \$7,743.00 since 1/1/2023. We are out in the community giving back!

### Program Development & Registration

- Summer swim lessons are in full swing each week. The WSI instructors are learning fast and we hope to be able to offer a more normal swim lesson schedule come fall for the first time since COVID shut downs.
- Fall swim lesson schedule went live in August and classes are filling up.
- Fencing classes (beginning, intermediate youth and adult classes) continued all month of August. These classes are very popular!
- CVMS summer school rented our leisure pool for their students for a swim day on July 27<sup>th</sup>.
- We ran a huge Babysitter's class in August, there were 21 participants. It is always a fun class to teach!
- Jr. WSI class ran August 7-11. We had 9 enrolled. This will help us groom future WSI staff as they volunteer for us until they are old enough to work.

### Clubs/Teams

- Chehalem Swim Team's practices took a break starting August 10<sup>th</sup> and will resume in September when school starts.
- NHS polo started practicing on August 14<sup>th</sup> for their season with daily doubles.

- GFU Football came back and started using the comp pool for after practice workouts in the pool. They held their annual swim Olympics on August 24<sup>th</sup>.
- Special Olympics started practicing on Sunday's on August 27<sup>th</sup>.

### Aquatic & Fitness Center Staff

- With school out, lifeguards are wanting more hours. The schedule is a little easier to cover now.
- Training new lifeguards continued all month of August, making sure they know what each shift entails and how we run our EAP's and work here as a team.
- GFU is back in session and has brought us several WSI Instructors and lifeguards that we will be hiring on.

### Rentals & Special Events

- We held a LGI (Lifeguard Instructor) recertification class here on Sunday, August 6<sup>th</sup>. Management was involved to recert their LGI certification for another 2 years.
- Private Leisure Pool Parties (We are one of the few pools who are offering this and they are VERY popular!) We book out one month in advance and the first week of the month is very hectic with people calling to make reservations.
  - We had thirteen Friday/weekend pool rental parties held at our facility during the month of August.
  - Our back patio opened up for rentals in May and we are seeing patrons utilize it now as well.

### Management Projects

- Kept up with the ordering of Janitorial supplies and made sure we have everything in stock.
- Management kept up with 451- AP.
- Management keeps busy scheduling Pool party and classroom rentals for current month and one month out.
- Management did have to guard on deck in August but it is less frequent.
- Management taught the lifeguard and Jr. Lifeguard classes.
- Management conducted interviews with all new staff and did a couple of orientation days to get them started as lifeguards with us.
- Management worked on team contracts for the next year.

### Financial Reports

- Detailed August financial reports are attached.

<b>EXPENDITURES</b> <b>Yr to Date '23/24</b>	<b>REVENUE</b> <b>Yr to Date '23/24</b>
\$204,464.58 Raw value	
\$28,517.68 Fringe benefits	
\$232,982.26 Total expenditures with fringe benefits	\$234,584.91 Projected Revenue 23-24 = \$1,285,156.25
<b>Difference between Expenditures &amp; Revenue</b>	<b>\$1,602.65</b>

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

Activity Financial Report - August 2023			Department - Aquatics 451							
EXPENDITURES			Aug '22	Aug '23	Yr to Date 22/23	Yr to Date 23/24	Year End 21/22	Year End 22/23	Proposed 23/24	Est June 22/23
<b>Aquatics - 451: Personnel Services</b>										
<b>Personnel Services</b>										
Aquatic Supervisor	\$1,888.00	\$1,096.12	\$3,668.25	\$3,825.02	\$19,820.26	\$22,567.30	\$22,667.00	\$22,667.00	\$22,667.00	\$22,667.00
Aquatic Coordinator	\$4,870.40	\$4,670.66	\$9,339.89	\$9,741.32	\$47,554.32	\$67,037.08	\$68,448.00	\$67,037.08	\$68,448.00	\$67,387.00
Aquatics Specialist	\$4,207.22	\$4,007.46	\$7,984.45	\$8,014.02	\$39,111.40	\$49,167.73	\$48,083.00	\$49,167.73	\$48,083.00	\$48,083.00
Guards	\$24,358.96	\$23,248.42	\$44,734.20	\$51,333.12	\$161,174.16	\$233,710.25	\$291,569.00	\$233,710.25	\$291,569.00	\$261,160.00
Instructors	\$11,612.70	\$12,971.26	\$20,872.89	\$21,415.62	\$54,878.44	\$71,141.80	\$101,647.00	\$71,141.80	\$101,647.00	\$101,647.00
Group Fitness Instructors	\$1,779.19	\$1,624.42	\$3,123.52	\$3,653.97	\$11,472.88	\$21,002.73	\$23,741.00	\$21,002.73	\$23,741.00	\$18,758.00
Personal Trainer	\$496.60	\$193.06	\$731.92	\$446.74	\$3,186.43	\$2,923.76	\$6,579.00	\$2,923.76	\$6,579.00	\$3,848.00
FC Monitor	\$6,859.65	\$2,587.92	\$10,584.61	\$4,779.05	\$17,365.87	\$42,867.41	\$36,862.00	\$42,867.41	\$36,862.00	\$25,116.00
Lead Guard	\$1,078.66	\$1,329.07	\$1,892.04	\$2,677.75	\$8,791.76	\$11,133.54	\$21,879.00	\$11,133.54	\$21,879.00	\$42,331.00
Child Minder							\$21,474.00		\$21,474.00	\$25,116.00
<b>Total Personnel Services</b>	<b>\$58,151.13</b>	<b>\$52,886.38</b>	<b>\$102,941.86</b>	<b>\$105,987.41</b>	<b>\$361,154.32</b>	<b>\$521,521.58</b>	<b>\$651,889.00</b>	<b>\$521,521.58</b>	<b>\$651,889.00</b>	<b>\$600,118.00</b>
							\$189,302.00		\$189,302.00	\$180,332.00
							\$841,191.00		\$841,191.00	\$780,450.00
<b>Materials &amp; Services:</b>										
Office Supplies	\$771.20	\$88.02	\$1,922.57	\$1,582.33	\$4,582.80	\$5,219.50	\$5,510.00	\$5,219.50	\$5,510.00	\$5,810.00
Postage Supplies	\$10.20	\$13.85	\$15.80	\$23.31	\$207.37	\$239.37	\$350.00	\$239.37	\$350.00	\$450.00
Program Supplies	\$2,940.70	\$4,080.25	\$5,051.89	\$5,891.57	\$15,822.87	\$19,764.71	\$21,065.00	\$19,764.71	\$21,065.00	\$18,915.00
Small Tools										
Chemical & Agricultural Supplies	\$8,800.31	\$8,824.22	\$10,732.81	\$9,182.12	\$47,820.19	\$47,096.05	\$50,000.00	\$47,096.05	\$50,000.00	\$30,800.00
Store Supplies	\$2,179.53	\$2,874.93	\$2,179.53	\$2,874.93	\$4,250.99	\$5,516.57	\$5,500.00	\$5,516.57	\$5,500.00	\$7,500.00
Gas & Oil Supplies										
Classifiers		\$218.48		\$218.48			\$500.00		\$500.00	\$625.00
Brochure						\$48.25	\$750.00		\$750.00	\$1,450.00
Flyers	\$56.05	\$42.98	\$112.10	\$84.76	\$699.00	\$841.20	\$2,000.00	\$841.20	\$2,000.00	\$4,850.00
Professional Dues	\$715.42	\$296.44	\$755.99	\$1,020.93	\$3,742.01	\$5,880.10	\$7,278.00	\$5,880.10	\$7,278.00	\$5,340.00
Conferences/Workshops		\$443.00		\$443.00	\$328.00	\$156.00	\$2,000.00	\$156.00	\$2,000.00	\$1,450.00
Staff Mileage							\$350.00		\$350.00	\$250.00
Staff Expenses		\$1.25	\$9.37	\$10.62	\$212.22	\$434.80	\$500.00	\$434.80	\$500.00	\$1,000.00
<b>Utilities:</b>										
Electricity	\$17,680.12	\$22,334.08	\$33,370.26	\$42,151.11	\$170,471.27	\$222,844.51	\$244,812.00	\$222,844.51	\$244,812.00	\$207,833.00
Natural Gas	\$5,431.82	\$8,441.42	\$5,431.62	\$8,441.42	\$75,976.86	\$80,841.88	\$81,294.00	\$80,841.88	\$81,294.00	\$69,764.00
Water/Sewer	\$8,880.07	\$8,015.15	\$8,880.97	\$8,015.15	\$10,889.24	\$73,294.49	\$83,716.00	\$73,294.49	\$83,716.00	\$69,825.00
Telephone	\$386.25		\$746.08		\$7,240.98	\$2,907.48	\$6,000.00	\$2,907.48	\$6,000.00	\$8,700.00
Fees (activation/bank/cc)	\$6,921.37	\$7,975.28	\$11,584.72	\$15,585.43	\$65,931.60	\$92,854.82	\$67,835.00	\$92,854.82	\$67,835.00	\$69,825.00
Internet & Communication	\$263.99		\$263.99		\$842.21	\$1,512.92	\$1,300.00	\$1,512.92	\$1,300.00	\$1,007.00
Data Storage & Backup							\$45.00		\$45.00	\$46.00
Video & Online Photography	\$19.08		\$38.16	\$220.01	\$100.80	\$228.96	\$225.00	\$228.96	\$225.00	\$210.00
Online Advertising						\$32.02	\$262.00		\$262.00	\$262.00
Ground Maint/Repairs										
Program Contracts and Services		\$1,371.85		\$2,580.38	\$7,915.21	\$14,620.09	\$23,100.00	\$14,620.09	\$23,100.00	\$22,000.00
Insurance Services	\$290.62	\$290.62	\$290.62	\$290.62	\$42,225.66	\$43,204.82	\$50,000.00	\$43,204.82	\$50,000.00	\$46,449.00
Refunds	\$50.00	\$70.00	\$106.00	\$70.00	\$1,069.75	\$576.00	\$450.00	\$1,069.75	\$450.00	\$450.00
<b>Total Materials &amp; Services</b>	<b>\$58,380.40</b>	<b>\$64,213.84</b>	<b>\$81,493.15</b>	<b>\$98,477.17</b>	<b>\$469,330.81</b>	<b>\$817,466.60</b>	<b>\$800,000.00</b>	<b>\$817,466.60</b>	<b>\$800,000.00</b>	<b>\$627,470.00</b>
<b>TOTAL AQUATIC EXPENDITURES</b>	<b>\$111,511.53</b>	<b>\$117,100.22</b>	<b>\$184,435.01</b>	<b>\$204,464.58</b>	<b>\$830,485.13</b>	<b>\$1,138,997.18</b>	<b>\$1,451,889.00</b>	<b>\$1,138,997.18</b>	<b>\$1,451,889.00</b>	<b>\$1,307,920.00</b>
				\$28,517.88	Fringe benefits		Includes large			
				\$232,982.26	Total expenditures with fringe benefits					
Activity Financial Report August 2023			Department - Aquatics 451							
REVENUE			Aug '22	Aug '23	Yr to Date 22/23	Yr to Date 23/24	Year End 21/22	Year End 22/23	Proposed 23/24	Est June 22/23
<b>Aquatics - 451:</b>										
451.003 Youth Fitness										
451.004 Gray & Golden	\$128.00	\$112.00	\$248.00	\$220.00	\$1,651.00	\$1,372.00	\$1,738.00	\$1,372.00	\$1,738.00	\$1,738.00
451.006 Group Fitness (Studio)	\$264.00	\$136.00	\$519.59	\$161.50	\$1,800.00	\$2,160.00	\$2,116.00	\$2,160.00	\$2,116.00	\$970.00
451.007/201 Water Exercise	\$104.00	\$59.50	\$248.00	\$217.50	\$2,252.00	\$928.50	\$1,327.00	\$928.50	\$1,327.00	\$4,200.00
451.009 Weight Training	\$775.00	\$1,080.50	\$1,940.00	\$1,474.50	\$8,199.00	\$8,996.00	\$9,093.00	\$8,996.00	\$9,093.00	\$13,004.00
451.011 Private Swim Lessons	\$6,303.33	\$932.00	\$9,745.83	\$1,404.00	\$41,710.50	\$39,059.91	\$51,188.00	\$39,059.91	\$51,188.00	\$51,188.00
451.012 Optum Fitness Advantage*	\$1,404.00	\$3,072.00	\$2,912.00	\$3,872.00	\$16,004.00	\$22,700.00	\$22,880.00	\$22,700.00	\$22,880.00	\$16,075.00
451.013 Water Safety	\$1,390.00	\$996.00	\$2,320.00	\$3,484.00	\$4,150.00	\$8,688.00	\$4,770.00	\$8,688.00	\$4,770.00	\$6,225.00
451.014 SilverSneakers - Trivity*	\$329.50	\$337.00	\$616.00	\$674.00	\$9,198.00	\$3,727.50	\$5,500.00	\$3,727.50	\$5,500.00	\$4,500.00
451.015 Silver&Fit - ASH*	\$4,382.40	\$6,408.00	\$9,377.70	\$13,857.50	\$45,989.70	\$69,014.70	\$67,015.00	\$69,014.70	\$67,015.00	\$65,888.00
451.016 Water Polo			\$14,870.00	\$11,845.00	\$8,807.60	\$27,375.00	\$26,358.25	\$27,375.00	\$26,358.25	\$18,650.00
451.017 OFU					\$54,872.50	\$40,793.00	\$42,008.00	\$40,793.00	\$42,008.00	\$45,000.00
451.018 Newburg High School										
451.019 School Districts						\$2,708.00		\$2,708.00		
451.020 Locker Income										
451.021 Locker Rental										
451.023 Pool Rental	\$1,902.50	\$4,090.00	\$3,450.00	\$7,588.00	\$34,827.25	\$52,186.76	\$46,400.00	\$52,186.76	\$46,400.00	\$19,042.00
451.024 Classroom Rental	\$650.00	\$637.50	\$725.00	\$1,650.00	\$11,576.25	\$13,774.50	\$16,265.00	\$13,774.50	\$16,265.00	\$8,995.00
451.025 Special/Spec	\$130.50	\$164.50	\$306.00	\$405.00	\$1,582.50	\$2,788.50	\$2,324.00	\$2,788.50	\$2,324.00	\$5,400.00
451.026 Special Events										
451.027 Royalties										
451.061 Vending	\$417.68		\$417.68		\$537.85	\$2,102.03	\$2,150.00	\$537.85	\$2,150.00	\$2,150.00
451.200 Aquatics Misc	\$85.63	\$378.95	\$85.63	\$656.95	\$11.22	\$217.63	\$300.00	\$11.22	\$217.63	\$300.00
451.260 Sales	\$363.00	\$636.00	\$1,284.00	\$1,330.25	\$8,476.19	\$6,113.67	\$6,500.00	\$6,113.67	\$6,500.00	\$6,800.00
451.281 CST/CVA		\$11,130.15	\$12,852.95	\$11,130.15	\$38,573.02	\$45,889.77	\$37,100.00	\$45,889.77	\$37,100.00	\$21,800.00
451.282 Swim Lessons	\$12,259.00	\$9,248.70	\$20,796.00	\$17,014.66	\$170,260.25	\$151,126.33	\$157,680.00	\$151,126.33	\$157,680.00	\$145,071.00
451.283 (L) Swim	\$562.50	\$1,209.00	\$1,753.00	\$2,258.50	\$11,174.50	\$8,240.50	\$8,516.00	\$11,174.50	\$8,516.00	\$15,513.00
451.284 Public Swim	\$12,378.00	\$15,617.50	\$28,017.50	\$32,340.50	\$97,852.00	\$105,721.54	\$106,353.00	\$105,721.54	\$106,353.00	\$128,875.00
451.285 Equipment Rental										
451.286 Membership Sales	\$41,114.00	\$51,118.40	\$71,410.40	\$110,339.65	\$410,376.14	\$614,822.34	\$661,767.00	\$614,822.34	\$661,767.00	\$342,380.00
451.287 Weight Room	\$1,897.00	\$1,417.50	\$3,472.50	\$2,715.50	\$20,974.00	\$22,169.50	\$22,895.00	\$22,169.50	\$22,895.00	\$20,152.00
451.289 Punch Cards - General	\$3,314.00	\$3,077.50	\$6,094.50	\$5,782.50	\$41,387.65	\$46,592.00	\$46,785.00	\$46,592.00	\$46,785.00	\$40,794.00
451.290 Gift Certificates										
451.292 Preschool Swim Lessons										
451.294 SUP Yoga							\$500.00		\$500.00	\$1,020.00
451.296 Patio Rental	\$87.50	\$93.75	\$457.50	\$488.75	\$625.00	\$928.25	\$960.00	\$625.00	\$928.25	\$4,750.00
451.297 Facility Rental					\$150.00		\$1,540.00		\$1,540.00	\$1,540.00
451.293/425 Basketball Court	\$918.00	\$1,228.00	\$1,684.50	\$2,381.50	\$15,001.50	\$26,102.00	\$22,778.00	\$26,102.00	\$22,778.00	\$15,795.00
451.285/426 Pickleball Court		\$14.60	\$7.50	\$21.00	\$198.00	\$579.00	\$500.00	\$579.00	\$500.00	\$350.00
451.021/427 Volleyball Court							\$50.00		\$50.00	\$50.00
451.428 Sky Track										
451.429 Fencing	\$250.00	\$795.00	\$750.00	\$1,690.00	\$4,227.76	\$10,645.00	\$10,563.00	\$10,645.00	\$10,563.00	\$2,500.00
451.888 CC Fees										
<b>TOTAL AQUATIC REVENUE</b>	<b>\$91,406.64</b>	<b>\$114,753.80</b>	<b>\$196,160.65</b>	<b>\$234,504.91</b>	<b>\$1,054,191.18</b>	<b>\$1,332,884.92</b>	<b>\$1,285,166.25</b>	<b>\$1,332,884.92</b>	<b>\$1,28</b>	



## Adult Sports

September 2023 Activity Report, Department 452

<b>Department 452 Participation Tracking</b>		<b>August 2023</b>	
<b>Activity</b>	<b>Participants</b>	<b>Participant Hours</b>	
Co Ed softball	90	1080	
<b>Total</b>	<b>90</b>	<b>1080</b>	
<b>Department 452 Financial Tracking</b>		<b>August 2023</b>	
Supervisory Staff Expense	00.00		
Administrative Staff Expense	600		
Part Time Staff Expense	260		
Material Expense	2910		
<b>Total Expense</b>	<b>3770</b>		
Program Revenue	2430		
<b>Net</b>	<b>(1340)</b>		
<b>Cost Per Participant</b>	<b>(14.89)</b>		
<b>Cost Per Participant Hour</b>	<b>(1.24)</b>		

### Department 452 – Adult Sports

After taking the 2022 season off for construction, Co Ed softball returned this summer. Six teams with 90 players participated on Tuesday evenings at the Darnell Wright sports complex.



## Youth Sports

### September 2023 Activity Report, Department [453](#)

Department 453 Participation Tracking		August 2023	
Activity	Participants	Participant Hours	
Basketball camp	70	420	
Soccer camp	115	690	
Tennis camp	55	330	
<b>Totals</b>	<b>240</b>	<b>1440</b>	

Department 453 Financial Tracking		August 2023	
Supervisory Staff Expense	12555		
Administrative Staff Expense	3000		
Part Time Staff Expense	11565		
Program/Materials Expense	34050		
<b>Total Expense</b>	<b>61170</b>		
Program Revenue	46175		
<b>Net</b>	<b>(14995)</b>		
<b>Cost Per Participant</b>	<b>(62.48)</b>		
<b>Cost Per Participant Hour</b>	<b>(10.41)</b>		

### Department 453 – Youth Sports

The CPRD summer sports camps concluded in August. We had over 700 participants involved in our nine camps. Registration for the four fall sports: Tackle football, flag football, youth soccer and volleyball, closed at the end of August. The fall sports programs have over 1000 participants registered.

August 2023 Board Report  
 454-Recreation  
 456-Senior Center  
 457-Community School

454 Recreation	August 2023	Year to Date
Supervisory Staff Expense	\$774.45	\$1,530.01
Recreation Coordinator	\$2,620.89	\$5,177.85
Part Time Staff Expense	\$3,142.45	\$6,367.83
Fringe	\$2,606.77	\$6,367.83
program Expense	\$6,096.81	\$11,214.53
Utilities/Insurance Expense	\$290.62	\$290.62
Total Expense	\$15,241.37	\$29,816.45
Program Revenue	\$8,443.25	\$15,720.58
Rental Revenue	0	0
Net	\$6,798.12	\$14,095.87

456 Senior Center	Aug 2023	Year to Date
Supervisory Staff Expense	\$377.22	\$765.00
Recreation Coordinator	\$1,048.36	\$2,071.14
Senior Center Specialist	\$3,386.77	\$6,525.95
Part Time Staff Expense	\$96.26	\$287.74
Fringe	\$3,990.56	\$7,924.47
program Expense	\$796.70	\$2,550.86
Utilities/Insurance Expense	\$3,315.36	\$5,287.87
Total Expense	\$13,011.23	\$25,413.03
Program Revenue	\$3,425.00	\$7,311.50
Rental Revenue	\$1,117.00	\$3,392.00
Total Revenue	\$4,542.00	\$10,703.50
Net	\$8,469.23	\$14,709.53

457 Community School	Aug 2023	Year to Date
Special Services Supervisor	\$929.33	\$1,835.99
Recreation Coordinator	\$524.15	\$1,035.53
Part Time Staff Expense	\$909.10	\$1,412.91
Fringe	\$912.52	\$1,795.86
Program Expense	\$2,933.77	\$4,667.41
Utilities/Insurance Expense	\$0	\$0
Total Expense	\$6,208.87	\$10,747.70
Program Revenue	\$1,085.01	\$2,995.53
Net	\$5,123.86	\$7,752.17

Respectfully submitted by:  
 Matthew Compton  
 Recreation Coordinator

Safety Town Camp 2023

Safety Town is a week long summer day camp ran by CPRD and the Newberg Police Department. At this camp children between the ages of 5 and 7 learn how to play safe. Among other guest speakers, a Newberg Police Department drone operator gave a fun demo for our excited group of kids. We had 58 children participate in our camp. An additional 21 middle school student play leaders and 10 volunteer guest speaker added to our fun week.

Summer Academy: STEM Learning, Esports, and Youth Tournament

CPRD and our partners at GFU and the ESOGA have put on some really amazing camps focused video games. Design, animation, 3D printing, and competitive gameplay with coaching. 18 middle school age kids took place in this camp. Each spent the entire week in GFU's Esports Arena for this fully immersive camp.

Kids in the Kitchen

This is a program we started last summer. It is turning out to be one of our creative favorites. Children experience a fun and interactive experience that introduces them to the world of cooking. During the camp, children learn about basic cooking skills and kitchen safety while participating in a variety of age-appropriate recipes and activities. We had 14 future kitchen masters in camp.

Dundee Events

Partnering with the City of Dundee, and the Dundee Community Committee, we put on 2 significant free family events in Dundee.

Movie in the Park was held on August 26<sup>th</sup>, followed by Party in the Park on Aug 27<sup>th</sup>. Movie in the park was very well attended. Roughly 400 people were present. Party in the Park was slower than a typical year. Also seeing around 400 for the day. All in all it was a good weekend for community building.



## August 2023 Activity Report

455 Care	August 2023	Fiscal Year To Date
Supervisory Staff	774.45	1,530.01
Recreation Coordinator	1,048.36	2,071.14
Care Director	3,725.22	7,359.58
Care Technician	0.00	0.00
Part Time Staff Expense	54,108.41	93,803.79
Fringe	11,885.83	21,811.28
program Expense	7,177.01	13,277.65
Utilities Expense	0.00	0.00
Total Expense	79,521.92	141,819.95
Program Revenue	45,060.00	81,767.00
Rental Revenue	0.00	0.00
Net	34,461.92	60,052.95

In the month of August, the summer childcare program has been running with 75 to 80 kids a day.

We have done fun activities/field trips to fit the theme of the week. The kids all had a great time swimming, bowling, trip to the beach, but I think the favorite field trip this year was the trip to the Alpaca Farm.

We will be finishing off the month with training and preparing to start the school age childcare program.

474 Pre School	June 2023	Fiscal Year To Date
Supervisory Staff	0.00	0.00
Admin Staff Expense	0.00	0.00
Pre School Instructor	3,725.22	7,359.58
Fringe	1,640.57	3,249.68
program Expense	370.54	413.78
Utilities Expense	468.60	554.73
Total Expense	\$6,532.65	12,998.29
Program Revenue	2,108.75	2,108.75
Rental Revenue	0.00	0.00
Net	\$4,423.90	10,889.54

Pre-K has been enjoying playing with all the water toys that purchased for the program. They have taken walks to the park for picnic lunches. Finished the summer off with an ice-cream party.

The summer readiness pre-school program completed with a graduation all ready for kindergarten.

**August**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	23 v 22	% Diff
<b>Starts by Category</b>																
Resident	860	586	576	833	551	822	911	1138	1193	1350	1071	1520	1718	1538	-180	-10.5%
Non Resident	3606	2396	2748	2609	2089	2734	2157	1876	1249	1087	1096	1345	1076	1052	-24	-2.2%
Group	720	940	884	884	690	866	585	719	569	224	233	205	308	65	-243	-78.9%
League	150	102	79	67	78	95	86	43	9	0	0	0	0	0	0	0.0%
Complimentary	302	315	318	383	289	343	199	210	233	269	880	788	668	683	15	2.2%
Misc/Promotional	624	1474	511	514	1661	1130	960	1022	2105	1873	2527	1661	2050	1764	-286	-14.0%
<b>Total Starts</b>	<b>6262</b>	<b>5813</b>	<b>5116</b>	<b>5290</b>	<b>5358</b>	<b>5990</b>	<b>4898</b>	<b>5008</b>	<b>5425</b>	<b>4875</b>	<b>5807</b>	<b>5519</b>	<b>5820</b>	<b>5102</b>	<b>-718</b>	<b>-12.3%</b>
<b>Revenue</b>																
Green Fees	\$ 138,167.00	\$ 134,330.00	\$ 126,034.00	\$ 121,272.00	\$ 113,330.00	\$ 122,498.00	\$ 99,395.00	\$ 97,994.00	\$ 108,625.00	\$ 98,784.00	\$ 133,586.00	\$ 119,973.00	\$ 133,592.00	\$ 123,051.00	\$ (10,541.00)	-7.9%
Driving Range	\$ 13,002.00	\$ 12,250.00	\$ 10,596.00	\$ 10,339.00	\$ 8,880.00	\$ 10,702.00	\$ 8,061.00	\$ 8,545.00	\$ 10,958.00	\$ 10,280.00	\$ 14,731.00	\$ 13,604.00	\$ 15,954.00	\$ 15,189.00	\$ (666.00)	-4.2%
Rentals	\$ 51,425.00	\$ 42,081.00	\$ 39,325.00	\$ 36,136.00	\$ 37,780.00	\$ 43,775.00	\$ 38,914.00	\$ 42,133.00	\$ 31,188.00	\$ 25,764.00	\$ 47,910.00	\$ 47,402.00	\$ 47,056.00	\$ 45,966.00	\$ (1,090.00)	-2.3%
Golf Shop	\$ 13,268.00	\$ 11,552.00	\$ 12,138.00	\$ 12,175.00	\$ 13,580.00	\$ 8,302.00	\$ 8,351.00	\$ 10,256.00	\$ 11,042.00	\$ 12,367.00	\$ 16,159.00	\$ 13,774.00	\$ 14,462.00	\$ 17,049.00	\$ 2,587.00	17.9%
Snack Bar	\$ 35,561.00	\$ 38,872.00	\$ 25,462.00	\$ 25,573.00	\$ 23,337.00	\$ 30,949.00	\$ 26,528.00	\$ 24,950.00	\$ 27,310.00	\$ 25,206.00	\$ 28,506.00	\$ 26,882.00	\$ 31,030.00	\$ 28,079.00	\$ (2,951.00)	-9.5%
Instruction	\$ 4,811.00	\$ 9,944.00	\$ 5,448.00	\$ 5,390.00	\$ 655.00	\$ 255.00	\$ 270.00	\$ 2,525.00	\$ 770.00	\$ 1,470.00	\$ 6,810.00	\$ 3,018.00	\$ 2,980.00	\$ 2,395.00	\$ (585.00)	-19.6%
GC Improvement Fund														\$ 12,615.00		
Miscellaneous	\$ 669.00	\$ 3,987.00	\$ 2,261.00	\$ (11,384.00)	\$ 138.00	\$ (16,673.00)	\$ (11,256.00)	\$ 2,412.00	\$ 2,038.00	\$ 737.00	\$ 7,105.00	\$ 6,948.00	\$ 7,463.00	\$ 13,073.00	\$ 5,610.00	75.2%
<b>Total Revenue</b>	<b>\$ 256,903.00</b>	<b>\$ 253,016.00</b>	<b>\$ 221,264.00</b>	<b>\$ 199,500.00</b>	<b>\$ 197,700.00</b>	<b>\$ 199,808.00</b>	<b>\$ 170,263.00</b>	<b>\$ 188,815.00</b>	<b>\$ 191,931.00</b>	<b>\$ 174,608.00</b>	<b>\$ 254,807.00</b>	<b>\$ 231,601.00</b>	<b>\$ 252,437.00</b>	<b>\$ 257,416.00</b>	<b>\$ 4,979.00</b>	<b>2.0%</b>
<b>\$ per Start</b>																
Green Fees \$ per Start	\$ 22.06	\$ 23.11	\$ 24.64	\$ 22.92	\$ 21.15	\$ 20.45	\$ 20.29	\$ 19.57	\$ 20.02	\$ 20.26	\$ 23.00	\$ 21.74	\$ 22.95	\$ 24.12	\$ 1.16	5.1%
Driving Range \$ per Start	\$ 2.09	\$ 2.11	\$ 2.07	\$ 1.95	\$ 1.66	\$ 1.79	\$ 1.65	\$ 1.71	\$ 2.02	\$ 2.11	\$ 2.54	\$ 2.46	\$ 2.72	\$ 2.98	\$ 0.25	9.3%
Rentals \$ per Start	\$ 8.21	\$ 7.24	\$ 7.89	\$ 6.83	\$ 7.05	\$ 7.31	\$ 7.94	\$ 8.41	\$ 5.75	\$ 5.28	\$ 8.25	\$ 8.59	\$ 8.09	\$ 9.01	\$ 0.92	11.4%
Golf Revenue \$ per Start	\$ 32.35	\$ 32.46	\$ 34.39	\$ 31.71	\$ 29.86	\$ 29.55	\$ 29.88	\$ 29.69	\$ 27.79	\$ 27.66	\$ 33.79	\$ 32.79	\$ 33.76	\$ 36.10	\$ 2.34	6.9%
Golf Shop	\$ 2.12	\$ 1.99	\$ 2.37	\$ 2.30	\$ 2.53	\$ 1.39	\$ 1.70	\$ 2.05	\$ 2.04	\$ 2.54	\$ 2.78	\$ 2.50	\$ 2.48	\$ 3.34	\$ 0.86	34.5%
Snack Bar	\$ 5.68	\$ 6.69	\$ 4.98	\$ 4.83	\$ 4.36	\$ 5.17	\$ 5.42	\$ 4.98	\$ 5.03	\$ 5.17	\$ 4.91	\$ 4.87	\$ 5.33	\$ 5.50	\$ 0.17	3.2%
Concession Revenue	\$ 7.80	\$ 8.87	\$ 7.35	\$ 7.14	\$ 6.89	\$ 6.55	\$ 7.12	\$ 7.03	\$ 7.07	\$ 7.71	\$ 7.69	\$ 7.37	\$ 7.82	\$ 8.85	\$ 1.03	13.2%

Rounds were affected some with a heat wave in mid August as well as smoke in our region.

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FY2022-2023 YTD - August

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	23 v 22	% Diff
<b>Starts by Category</b>																
Resident	1735	1220	1229	1672	1209	1809	1997	2636	2315	2639	2321	2027	2904	2998	4	0.1%
Non Resident	7598	5150	5728	5722	4357	5164	4853	4179	2378	2495	2340	3085	2603	2489	-114	-4.4%
Group	1517	1794	1579	1226	1223	1118	985	778	1005	747	269	662	584	282	-302	-50.8%
League	261	158	211	195	159	228	147	76	0	1	0	0	0	0	0	0.0%
Complimentary	594	635	618	659	540	611	492	450	402	563	1512	1518	1318	1422	104	7.9%
Misc/Promotional	1110	3122	1142	1133	2997	2503	1968	2221	4220	3765	5190	3366	3697	3621	-76	-1.9%
<b>Total Starts</b>	<b>12755</b>	<b>12079</b>	<b>10507</b>	<b>10610</b>	<b>10485</b>	<b>11433</b>	<b>10422</b>	<b>10342</b>	<b>10320</b>	<b>10390</b>	<b>11962</b>	<b>11560</b>	<b>11508</b>	<b>11122</b>	<b>-384</b>	<b>-3.3%</b>
<b>Revenue</b>																
Green Fees	\$ 267,289.00	\$ 280,594.00	\$ 258,916.00	\$ 242,145.00	\$ 220,960.00	\$ 224,181.00	\$ 219,213.00	\$ 200,931.00	\$ 213,343.00	\$ 215,656.00	\$ 268,895.00	\$ 262,415.00	\$ 280,100.00	\$ 276,005.00	\$ 9,805.00	3.6%
Driving Range	\$ 27,456.00	\$ 24,030.00	\$ 21,804.00	\$ 21,228.00	\$ 19,013.00	\$ 20,329.00	\$ 18,752.00	\$ 18,466.00	\$ 21,729.00	\$ 21,012.00	\$ 29,401.00	\$ 28,027.00	\$ 31,277.00	\$ 32,290.00	\$ 1,013.00	3.2%
Rentals	\$ 102,456.00	\$ 88,623.00	\$ 78,536.00	\$ 74,275.00	\$ 70,017.00	\$ 80,753.00	\$ 83,765.00	\$ 81,075.00	\$ 83,660.00	\$ 60,006.00	\$ 94,316.00	\$ 99,476.00	\$ 92,170.00	\$ 101,521.00	\$ 9,351.00	10.1%
Golf Shop	\$ 27,684.00	\$ 24,478.00	\$ 25,368.00	\$ 23,895.00	\$ 24,051.00	\$ 18,689.00	\$ 17,359.00	\$ 20,347.00	\$ 21,674.00	\$ 24,306.00	\$ 28,971.00	\$ 27,905.00	\$ 29,496.00	\$ 36,254.00	\$ 6,758.00	22.0%
Snack Bar	\$ 75,423.00	\$ 82,417.00	\$ 55,768.00	\$ 50,657.00	\$ 46,615.00	\$ 61,967.00	\$ 63,864.00	\$ 59,298.00	\$ 54,407.00	\$ 62,294.00	\$ 54,093.00	\$ 60,270.00	\$ 61,441.00	\$ 64,029.00	\$ 2,588.00	4.2%
Instruction	\$ 9,240.00	\$ 9,944.00	\$ 9,781.00	\$ 11,043.00	\$ 2,243.00	\$ 1,256.00	\$ 835.00	\$ 3,680.00	\$ 5,423.00	\$ 2,175.00	\$ 7,425.00	\$ 11,383.00	\$ 5,465.00	\$ 5,183.00	\$ (282.00)	-5.2%
GC Improvement Fund														\$ 24,888.00	\$ 24,888.00	
Miscellaneous	\$ 4,248.00	\$ 19,339.00	\$ 9,890.00	\$ (7,073.00)	\$ (630.00)	\$ (17,767.00)	\$ (16,970.00)	\$ 4,653.00	\$ 4,558.00	\$ 3,243.00	\$ 12,670.00	\$ 18,866.00	\$ 21,574.00	\$ 23,958.00	\$ 2,385.00	11.1%
<b>Total Revenue</b>	<b>\$ 533,755.00</b>	<b>\$ 527,422.00</b>	<b>\$ 460,063.00</b>	<b>\$ 415,560.00</b>	<b>\$ 382,269.00</b>	<b>\$ 387,691.00</b>	<b>\$ 376,048.00</b>	<b>\$ 382,448.00</b>	<b>\$ 385,094.00</b>	<b>\$ 376,696.00</b>	<b>\$ 495,771.00</b>	<b>\$ 506,345.00</b>	<b>\$ 510,613.00</b>	<b>\$ 567,120.00</b>	<b>\$ 56,507.00</b>	<b>11.1%</b>
<b>\$ per Start</b>																
Green Fees \$ per Start	\$ 22.52	\$ 23.23	\$ 24.64	\$ 22.82	\$ 21.07	\$ 16.61	\$ 21.03	\$ 19.43	\$ 20.65	\$ 20.76	\$ 22.49	\$ 22.70	\$ 23.40	\$ 25.08	\$ 1.68	7.2%
Driving Range \$ per Start	\$ 2.15	\$ 1.99	\$ 2.08	\$ 2.00	\$ 1.81	\$ 1.78	\$ 1.80	\$ 1.76	\$ 2.10	\$ 2.02	\$ 2.46	\$ 2.42	\$ 2.72	\$ 2.90	\$ 0.18	6.6%
Rentals \$ per Start	\$ 8.03	\$ 7.17	\$ 7.47	\$ 7.00	\$ 6.88	\$ 7.08	\$ 8.04	\$ 7.84	\$ 8.18	\$ 6.78	\$ 7.88	\$ 8.81	\$ 8.01	\$ 9.13	\$ 1.12	13.6%
Golf Revenue \$ per Start	\$ 32.71	\$ 32.39	\$ 34.18	\$ 31.82	\$ 29.57	\$ 28.45	\$ 30.87	\$ 26.05	\$ 28.82	\$ 28.55	\$ 32.82	\$ 33.73	\$ 34.12	\$ 37.12	\$ 2.99	8.6%
Golf Shop	\$ 2.17	\$ 2.03	\$ 2.41	\$ 2.25	\$ 2.29	\$ 1.48	\$ 1.67	\$ 1.97	\$ 2.13	\$ 2.34	\$ 2.42	\$ 2.41	\$ 2.68	\$ 3.26	\$ 0.70	27.2%
Snack Bar	\$ 5.91	\$ 6.82	\$ 5.31	\$ 4.77	\$ 4.45	\$ 5.42	\$ 5.17	\$ 5.15	\$ 5.27	\$ 5.03	\$ 4.52	\$ 5.21	\$ 5.34	\$ 5.76	\$ 0.42	7.6%
Concession Revenue	\$ 6.06	\$ 6.85	\$ 7.72	\$ 7.03	\$ 6.74	\$ 6.90	\$ 6.84	\$ 7.12	\$ 7.39	\$ 7.37	\$ 6.94	\$ 7.63	\$ 7.99	\$ 9.02	\$ 1.11	14.1%

Rounds down slightly, but revenue up over 11% for 2023/24 over last year.

**Subject:** NICA Practice Invitation

**Date:** Thursday, August 24, 2023 at 6:04:53 PM Pacific Daylight Time

**From:** Brian Bowman

**To:** Matthew Smith, Jason Fields, Gayle Bizeau, Lisa Rogers, Jim McMaster

**CC:** Don Clements, Bryan Stewart, Casey Creighton, Kat Ricker

Gayle, Lisa, Matt, Jason, Jim,

I would like to invite you to come observe one of our LOCMTB mountain bike team practices at Rilee Park. Bob & Crystal Rilee Park is a unique resource in the area. At practice you'll see first-hand Rilee benefiting 6th - 12th grade athletes in the area. Observing a practice will also provide you with one first-hand account of a topic that seems ever present at recent Board meetings. Athletes, coaches, and parents would appreciate the opportunity to express their appreciation of CPRD and excitement about Rilee Park.

Practices are Thursdays at 6:00 PM. Race season has started which may impact Thursday schedules. As well as summer smoke and heat. It may be best to RSVP. Hope to see you out there.

Brian Bowman

**Subject:** RE: a letter from Mayor Rosacker sent in the spirit of co-operation  
**Date:** Tuesday, August 22, 2023 at 6:58:05 PM Pacific Daylight Time  
**From:** Will Worthey  
**To:** Don Clements, Kat Ricker  
**CC:** 'Steve Dahl', Bill Rosacker  
**Attachments:** image001.png, Letter from Mayor Bill Rosacker to CPRD and Dundee Council.pdf

Good evening folks,

I am forwarding you a letter from mayor Rosacker to encourage the spirit of cooperation and friendship to flourish between our communities.

Best regards,

**Will Worthey**  
*City Manager*  
City of Newberg  
414 E. First Street  
Newberg, OR 97132  
Direct: 503-537-1256

Forward Together!



August 11, 2023

Chehalem Park & Recreation District  
125 S Elliott Rd  
Newberg, OR 97132

The Dundee Council  
620 SW 5<sup>th</sup> Street  
Dundee, OR 97115

Dear Community Stakeholders,

In the spirit of bringing our communities together, the City of Newberg would be pleased to work with the Chehalem Parks and Recreation District board and the Dundee Council on the recently discussed campground, and any other future projects.

Our community and neighboring communities are more than roads, water, structures, or other infrastructure. We are also a community of residents, with deep connections that live side by side and enjoy all the opportunities that this valley has to offer! We all call Newberg home.

Together, we can create a supportive, and engaged community. By building partnerships and consolidating our resources, by gathering materials or data we can create a moment when all our boats "rise together".

On behalf of the city council, I would like to say that I hope to realize collaboration, and by working together we can be a force for good in each of our respective realms.

Below are some areas how this partnership will benefit us all:

- Construction and building projects
- Uniting residents, leaders, and local businesses
- Integrating our resources, community efforts, and future projects benefiting us all

With a cooperative alliance we will continue to preserve our amazing landscapes, cities, countryside, and world-renowned agricultural resources for our residents and visitors alike to enjoy now, and for future generations.

The city of Newberg hopes you will join our efforts to bring each of our communities together.

Sincerely,



Bill Rosacker  
Mayor  
City of Newberg

**Subject:** NICA Practice Invitation

**Date:** Thursday, August 24, 2023 at 6:04:53 PM Pacific Daylight Time

**From:** Brian Bowman

**To:** Matthew Smith, Jason Fields, Gayle Bizeau, Lisa Rogers, Jim McMaster

**CC:** Don Clements, Bryan Stewart, Casey Creighton, Kat Ricker

Gayle, Lisa, Matt, Jason, Jim,

I would like to invite you to come observe one of our LOCMTB mountain bike team practices at Rilee Park. Bob & Crystal Rilee Park is a unique resource in the area. At practice you'll see first-hand Rilee benefiting 6th - 12th grade athletes in the area. Observing a practice will also provide you with one first-hand account of a topic that seems ever present at recent Board meetings. Athletes, coaches, and parents would appreciate the opportunity to express their appreciation of CPRD and excitement about Rilee Park.

Practices are Thursdays at 6:00 PM. Race season has started which may impact Thursday schedules. As well as summer smoke and heat. It may be best to RSVP. Hope to see you out there.

Brian Bowman

**Subject:** This OGEC meeting outlined the compensation

**Date:** Thursday, August 24, 2023 at 9:16:11 PM Pacific Daylight Time

**From:** Rebecca Wallis

**To:** Kat Ricker, Matthew Smith

This recording of Don Loving ethics says that as long as the board passes a motion on compensation, then you could do the tips.

<https://www.oregon.gov/ogec/about-us/Documents/Commission%20Meetings/Audio%20Recordings/2023/2023,%2007-14%20Executive%20Session%20Agenda%20Items%2070,%2071.MP3>





TO: Chehalem Park and Recreation District, Board of Directors.

RE: Bob and Crystal Rilee Park, Mountain Bike Trails and Support for Access.

Dear Chehalem Valley Park and Recreation District Board of Directors,

We at Cycle Yamhill County would like to publicly support the continuation of cycling access at Bob and Crystal Rilee Park.

While we certainly acknowledge our organizational bias towards cycling in its many faceted iterations, we feel strongly that cycling should be not only accessible to all riders but safe to both riders and other recreationalists.

User conflicts between equestrians, walkers, hikers, and cyclists can be mitigated through signage and simple education: who gets to be where, who has the right of way, and when.

Should CPRD need a letter of support for any sponsor or grant opportunity to improve the signage at Bob and Crystal Rilee Park Cycle Yamhill County would be happy to assist in the letter or any conceptual planning to ease the interface between other users and the cycling community.

Thank you for your consideration,

Board of Directors

President - Eric Ladouceur  
Vice President - Philip Higgins  
Secretary - Adam Stone  
Treasurer - Casey Kulla

Directors at Large:

Ron Baker  
Gerry Hunter  
Jeff Knapp  
Natalie McPhillips

**Cycle Yamhill County is a 501c3 nonprofit organization, passionate about cycling and community in Yamhill County, Oregon.  
Our mission is to promote cycling as a means of enhancing community engagement and promoting healthy lifestyles.  
Through educational programs, outdoor recreation projects, public events, and advocacy work, we aim to create a more  
connected, healthy, and sustainable community through the power of cycling.**

**Subject:** letters to CPRD Board  
**Date:** Tuesday, August 22, 2023 at 3:05:07 PM Pacific Daylight Time  
**From:** Tom Hammer  
**To:** Kat Ricker  
**Attachments:** CPRD Board Mar 2022.docx, CPRD disengage from YWT project.docx

Kat,

I have attached two letters for the Board members to read, hopefully before the meeting Thursday night. At that meeting I request 5 minutes to address the Board.

Tom Hammer 971-382-5133

Fm: Tom Hammer To: CPRD Board

March 2022

CPRD management has stated that a decision for pursuing the Yamhelas-Westsider Trail project will be based on the outcome of approaching elections for Commission positions. Those May 17<sup>th</sup> elections have the potential to return the BOC to a pro-trail majority. The problem with that thinking is that LUBA found against the County 5 of 5 times when the BOC was a pro-trail majority years ago. Let that sink in. CPRD management waits for an election outcome that allows for a decision based on a strategy that was tried three years ago and failed. The lesson some learned in those years was that this is a legal matter and not a popularity contest. Those that fail to learn from history are likely to repeat its mistakes.

CPRD management knows the legal history and yet chooses to play the game called for by Friends of the Yamhelas-Westsider Trail in their Facebook posts, Public Relations campaigns and public record emails. One of those PR events had CPRD facilitating a 'Friends' poll of low information citizens. Should this taxing district be managed that way? Shouldn't a taxing district demonstrate a responsibility only to the taxpayers who fund its operations and pay the salaries of its staff, not to a private group from outside the area. Learn from history. Stick to your mission. Don't become mediocre.

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To be led by a small non-governmental organization based outside of this taxing district is more than curious. CPRD has demonstrated a close working relationship with leaders of Friends of the Trail. Two departed Commissioners and two departed County staff were also cultivated by 'Friends' to behave in this way. Public records requests uncovered emails showing that those with a fiduciary responsibility to the taxpayers were influenced to act outside of the scope of their official positions by 'Friends'. There's a pattern of non-transparency that follows public officials that allow themselves to be groomed by 'Friends' leadership. When the tide goes out we'll know who is and who isn't wearing a swim suit.

The prudent action for CPRD would be to disengage from considering involvement with this Trail that was stopped dead in its tracks in June of 2020. This should be done while a decision can be made in a voluntary way, demonstrating CPRD is managed effectively not just blowing with the wind. Decisions left to informal, emotion driven public polling shows uncertainty and clouds CPRD credibility. Your funding sources are dependent on your credibility. Protect your funding sources.

One Year ago the CPRD Board voted 3-1 for Don Clements to talk to Ken Huffer about factors surrounding pursuit of the YWT. Those factors have gone unreported now for a full year. Concerning a different project, last month Clements reported that Huffer said he could do nothing to move the Yamhill Commissioners toward construction of a Riverfront Trail bridge located on County property. Both Don and Board members expressed outrage at the BOC for letting action on this bridge languish. The bridge is a vital link needed to complete a phase of the Riverfront Trail. From that report last month we know that Don and Ken do talk about Trails and yet the report on YWT details this Board required one year ago is ignored.

If CPRD is serious about pursuing the YWT the next step is to plan for and conduct an agriculture impact study as defined by ORS 215.296. Any other plan puts management indecision and confusion on full display. CPRD property taxpayers don't confuse motion (inaction) with action. Neither should you.

Tom Hammer [tom@tomhammerfarms.com](mailto:tom@tomhammerfarms.com) 971-382-5133

CPRD Board meeting    October 28, 2021

Board Chair and members. I'm here to urge the CPRD Board to formally disengage from the Yamhelas-Westsider Trail project. The board should do so to protect CPRD's limited financial resources, its image with the property tax paying public, to protect CPRD's status with the state and federal bodies that issue grants and to protect its rating and interest schedule for bonds. Protect your sources of funding.

Once the County lost a final appeal to LUBA in June of 2020, CPRD was asked to consider continuing this lost cause. The project was recreational with working farms on both sides, outside CPRD boundaries.

A non-conforming recreational use in Exclusive Farm Use Zoning requires a Conditional Use Permit given only after passing an Agriculture Impact Study defined by ORS 215.296. The project can't pass the Ag Test because farms can't spray weeds and insects in a zone of given distance from the Trail. That limitation would reduce crop yields, harm annual income and reduce property values. Oregon land use law is different and more stringent than in any other state. Also, Oregon can't get around Federal restrictions prohibiting spraying of entire fields that are adjacent to recreation use. No DMZ style fencing, no limit on hours of operation; nothing removes that prohibition under federal law.

The public would have unsupervised access to the Trail round the clock. Trespass would threaten food safety. Any number of disputes with farms could arise. The County refused to indemnify farms from these potentials. A dispute would fall to companies insuring farms. Regardless of outcome, one dispute would raise insurance rates for all. Cancellation by insurers would close farms.

At the March 25, 2021 CPRD Board meeting this Board passed a motion 3-1 to have Don Clements meet with Ken Huffer, County Administrator to learn the cost to purchase, build and operate the Trail and ask ODOT & Oregon Parks for opinions on grant outcomes. In April 2021 twenty plaintiffs who successfully opposed the County sent an attorney written letter to CPRD via email advising CPRD of the legal impossibility of a Trail on the abandon rail right of way. There has been ample time and opportunity for you, the decision makers to study legal, cost and funding information and now come to a conclusion.

Copies of the booklet "The Truth About The Trail" are hand delivered here tonight. The booklet recalls the history of numerous LUBA decisions, all protecting farm use and finding against the County. After LUBA issued a permanent Stay on Construction the County was ordered to pay opponents attorney fees. Any hope County officials had of depleting plaintiffs legal funds was gone. Officials, in rebellion, then decided the only option was staging Public Relations events and a shameful campaign against the new commissioner who created a Board majority that made a business decision to stop spending taxpayer dollars on a project permanently stayed by a LUBA decision eight months earlier in June 2020.

County Counsel Sadlo had acted as 'applicant' for the Trail. His judgement in advising the County to continue pursuit of the Trail while the County was in LUBA remand became the subject of a Bar Complaint. In August 2021 the Oregon Bar found he had erred sufficient for the Bar Complaint to become what is now an ongoing investigation. Sadlo took early retirement the next month.

FYT paid for a 'Trail' survey that drew emotional responses from people ignorant of legal, financial or economic Trail matters. CPRD lent their good name to the survey. Some County officials and FYT now ask CPRD to sacrifice themselves on the same hill other Trail warriors have died on. Your fiduciary duty to protect CPRD is your only priority in this situation. Do not damage your brand. Move decisively to disengage from considering involvement in the Yamhelas-Westsider Trail project. Questions?

**Subject:** Fwd: Kudos!

**Date:** Thursday, September 14, 2023 at 8:16:17 PM Pacific Daylight Time

**From:** Bryan Stewart

**To:** Kat Ricker

**CC:** Casey Creighton

Public comment I received we might want to include in the next Board Packet

Thank you

Bryan

Sent from my iPhone

Begin forwarded message:

**From:** Jill Pedden <jpedden18@yahoo.com>

**Date:** August 28, 2023 at 4:04:06 PM PDT

**To:** Bryan Stewart <bstewart@cprdnewberg.org>

**Subject:** Kudos!

Hi, Bryan,

I want to give a huge shout out to your hard working crew at Jaquith Park. As a frequent pickleball player, it is very much appreciated to see the bathrooms clean and maintained! Please pass along our heartfelt thanks to the CPRD crew!

Thank You!

Jill Pedden and Newberg Pickleball

9/10/23

New school year!

Perfect time for rules to be  
made and enforced

such as =

Respect for Others in WaterX Class

Those who come to socialize

placed in dedicated area

preferably near slide in  
deep water class / corner

Enforced Please

Definitely not near the teacher  
" " front & center  
" " near teacher

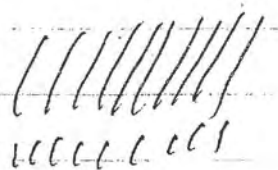
Given warnings or kicked out of  
class !!!

Most Especially Linda, Diane and Laura  
+ chatty KathX  
126

to teach

Linda Warren

& Diane (and Laura)

MANNERS 

THANK YOU  
FOR TRYING

**Subject:** Re: Golf Course Triple Wide Request for Maintenance 9.18.23  
**Date:** Monday, September 18, 2023 at 2:31:08 PM Pacific Daylight Time  
**From:** Kat Ricker  
**To:** Steve Paulson, Don Clements, Julie Petersen, Casey Creighton  
**CC:** Jason Fields, Ron Rogers, Matt Laroche, Tom Sheridan, Dan Kim, Bob Travers, Bob Travers, Chris Harper  
**Attachments:** image0.jpeg, image1.jpeg, image2.jpeg, image3.jpeg, image4.jpeg, image9.jpeg, image10.jpeg, image7.jpeg, image8.jpeg

Hello Steve,

Your email has been received and will be included in the September Board of Directors meeting packet. You may be contacted by another CPRD staff member to follow up on your items of concern.

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

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**From:** Steve Paulson <stevepaulson79@gmail.com>  
**Date:** Monday, September 18, 2023 at 12:00 PM  
**To:** Don Clements <dclements@cprdnewberg.org>, Kat Ricker <kricker@cprdnewberg.org>, Julie Petersen <jpetersen@cprdnewberg.org>, Casey Creighton <ccreighton@cprdnewberg.org>  
**Cc:** Jason Fields <jfields@board.cprdnewberg.org>, Ron Rogers <rrricm@yahoo.com>, Matt Laroche <Malaroche@comcast.net>, Tom Sheridan <tsheridan@andersen-const.com>, Dan Kim <dankim520@gmail.com>, Bob Travers <Bob@mossbarn.com>, Bob Travers <Tropicareoforegon@gmail.com>, Chris Harper <johnnyutah9653@gmail.com>  
**Subject:** Golf Course Triple Wide Request for Maintenance 9.18.23

Hello Team CPRD,

Please see attached photos.

1). A CPRD employee notified us that the cockroaches have returned. Why not hire a professional exterminator service to wipe out the German cockroaches once and for all and not try to take care of it in house like was done 6 weeks ago?

2). As you can see in the photos all of the clothing (shirts/outerwear) merchandise is missing. We were told by a CPRD employee that this is due to not having a working washer/dryer to clean the clothing and make it available for sale. Why not take it to a laundromat? As one person noted yesterday to us, "it looks like this place is going out of business." The clothing has been missing for 6 weeks. Don't the hats in the pictures need to be cleaned as well?

3). The cooler/kegs/keg lines. We were told that, "CPRD maintenance showed up and pulled up YouTube to



**Subject:** Golf Course Triple Wide Request for Maintenance 9.18.23  
**Date:** Monday, September 18, 2023 at 12:00:16 PM Pacific Daylight Time  
**From:** Steve Paulson  
**To:** Don Clements, Kat Ricker, Julie Petersen, Casey Creighton  
**CC:** Jason Fields, Ron Rogers, Matt Laroche, Tom Sheridan, Dan Kim, Bob Travers, Bob Travers, Chris Harper  
**Attachments:** image0.jpeg, image1.jpeg, image2.jpeg, image3.jpeg, image4.jpeg, image9.jpeg, image10.jpeg, image7.jpeg, image8.jpeg

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3). The cooler/kegs/keg lines. We were told that, "CPRD maintenance showed up and pulled up YouTube to try and figure out how to fix the cooler and lines so that we can serve draft beer." Why not hire a beer company technician to repair this and continue an income stream.

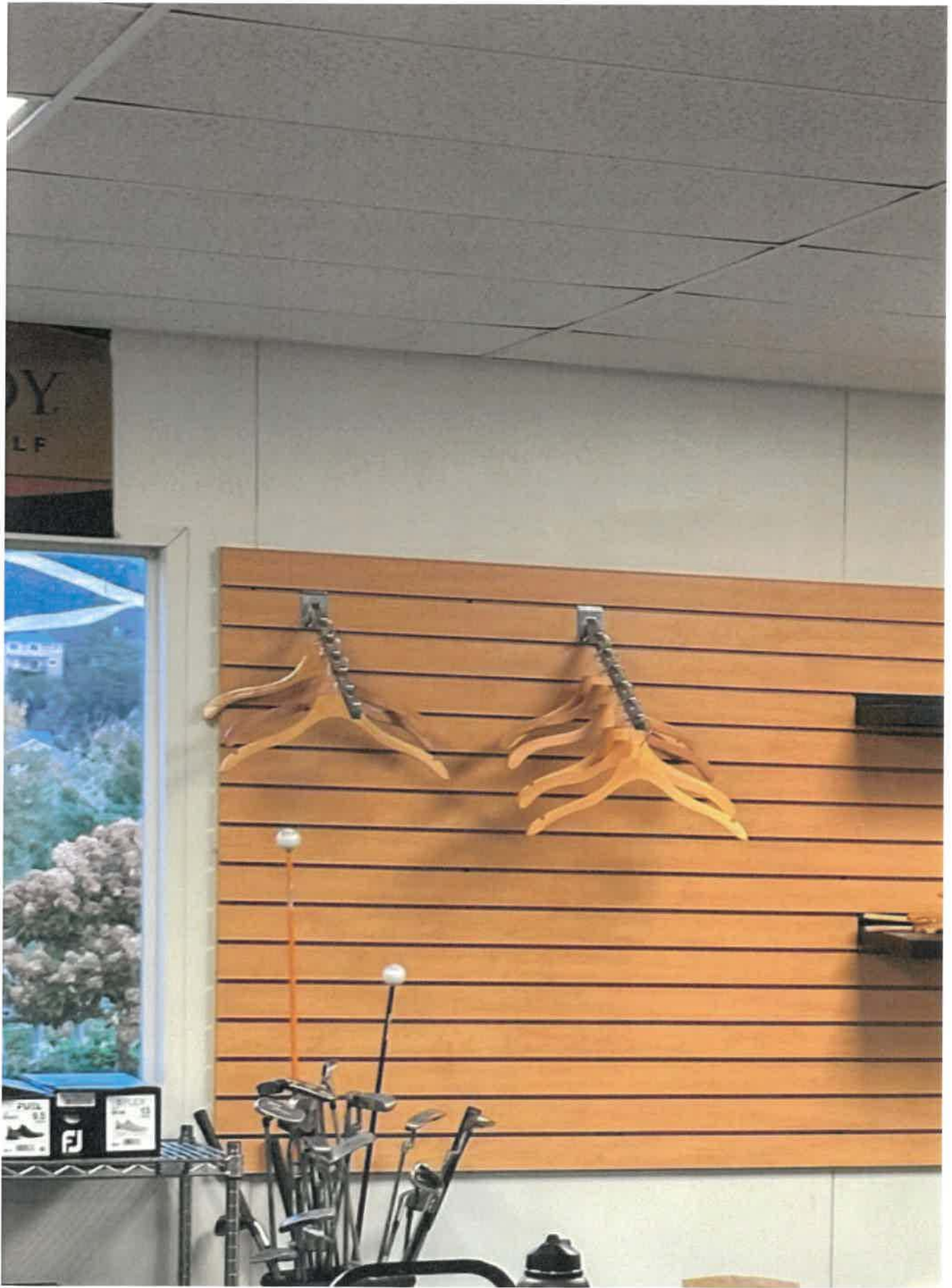
Don—I don't know if you're aware of all of these issues or not, but I know you love golf. We've lived here for 8 years and others on our committee have lived here for 30 years. It's the worst condition we've ever seen this manufactured triple wide.

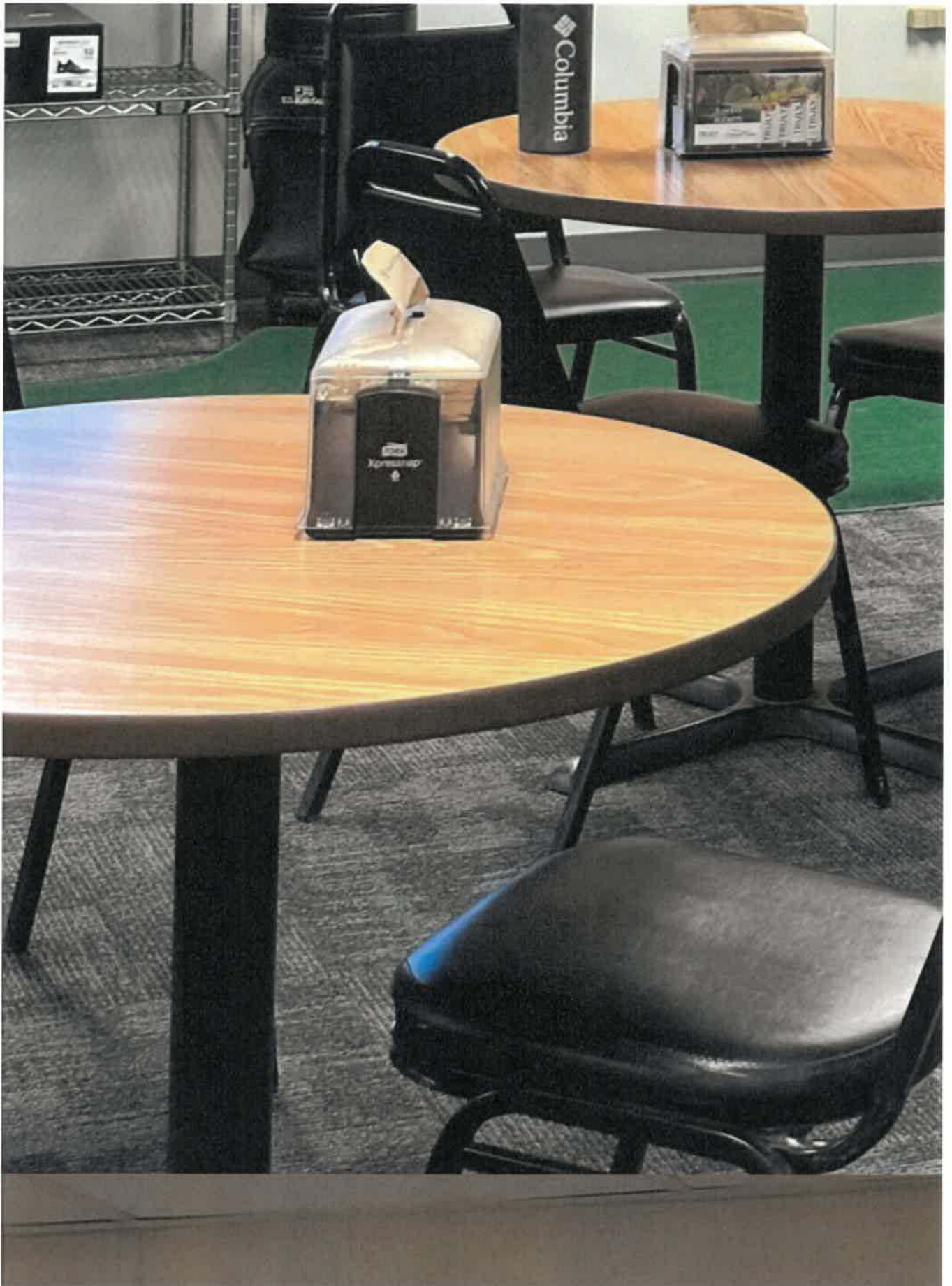
Please advise and let us know when these maintenance opportunities can be repaired.

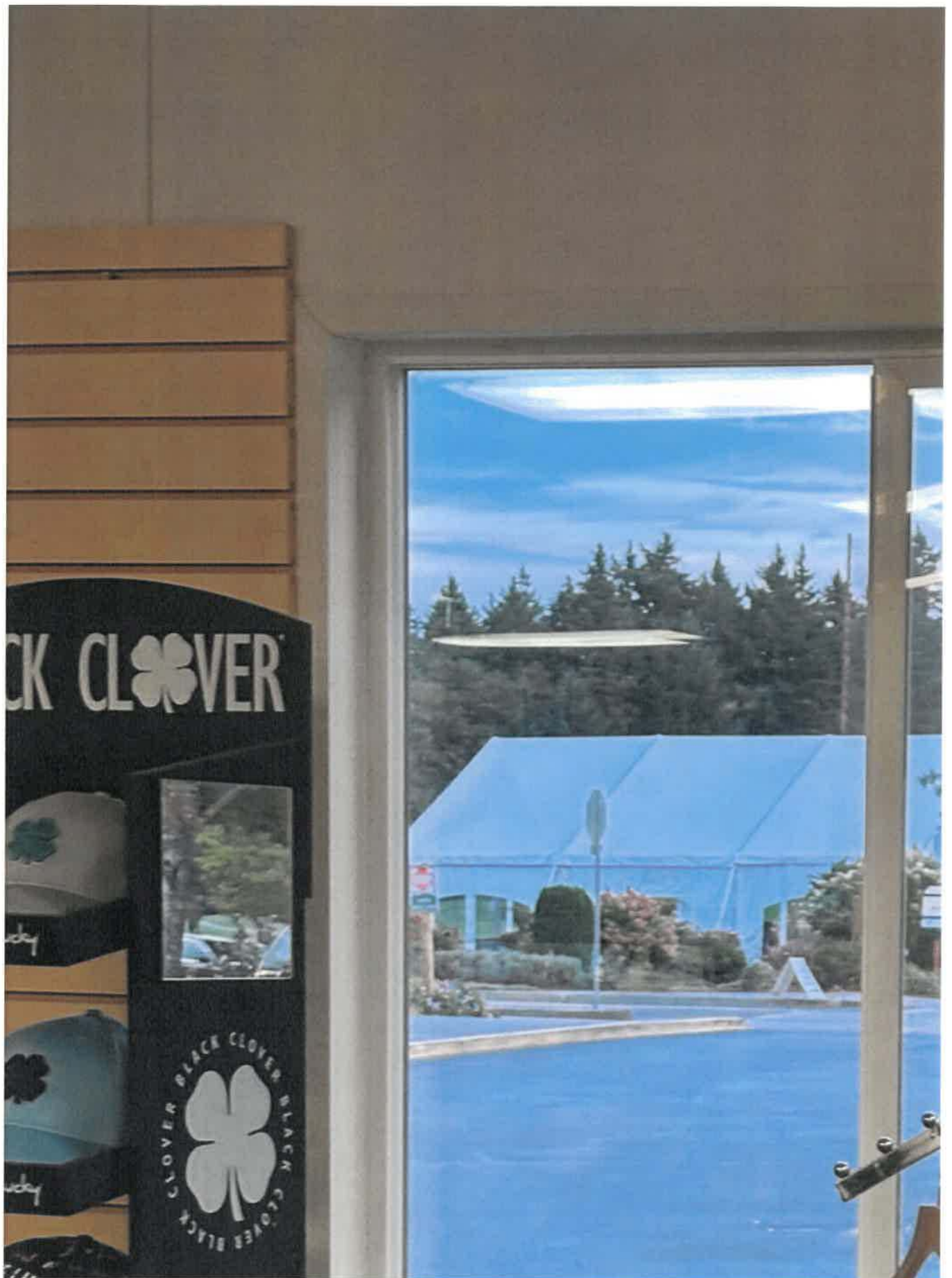
Thank you,

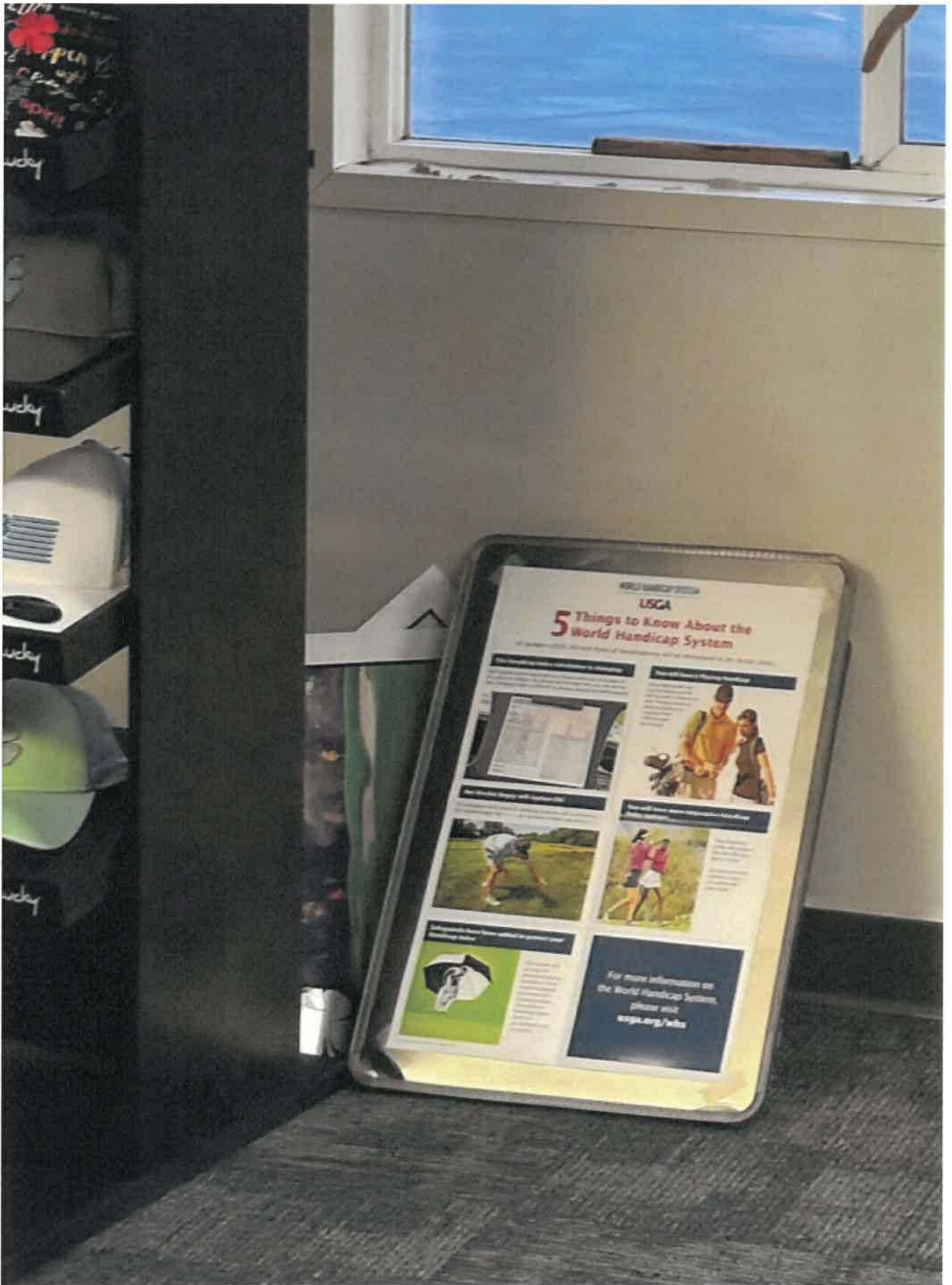
Steve

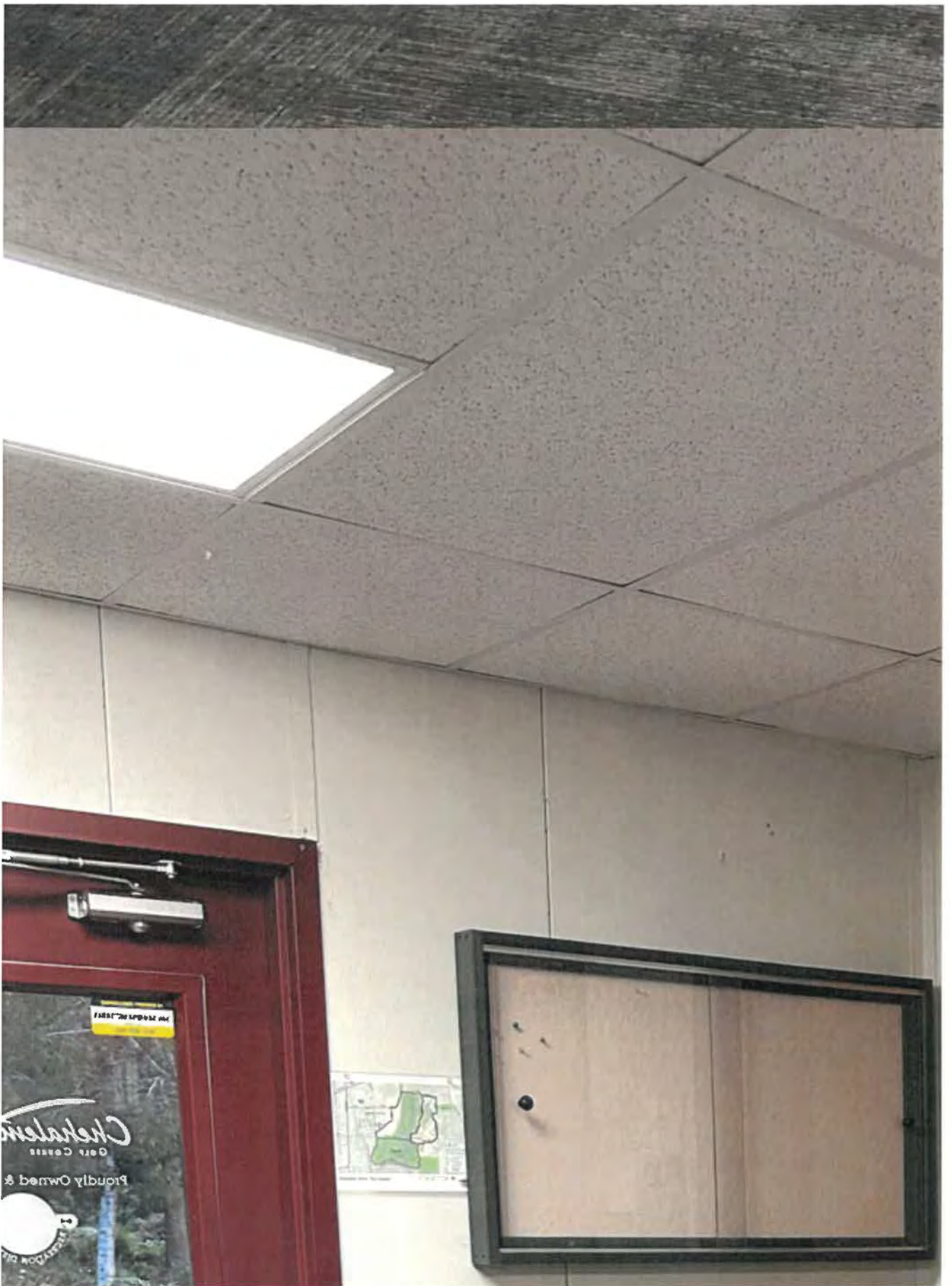








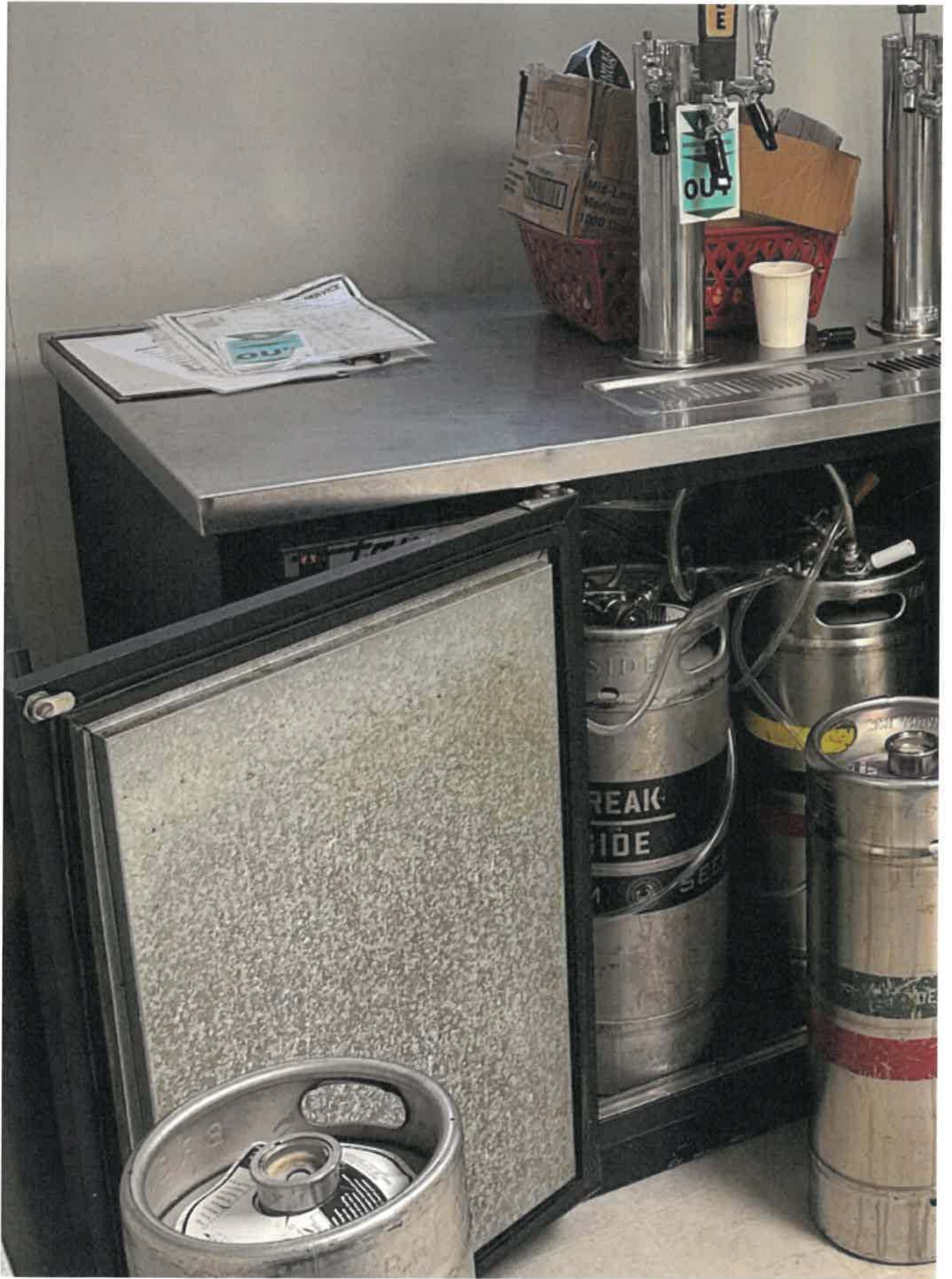




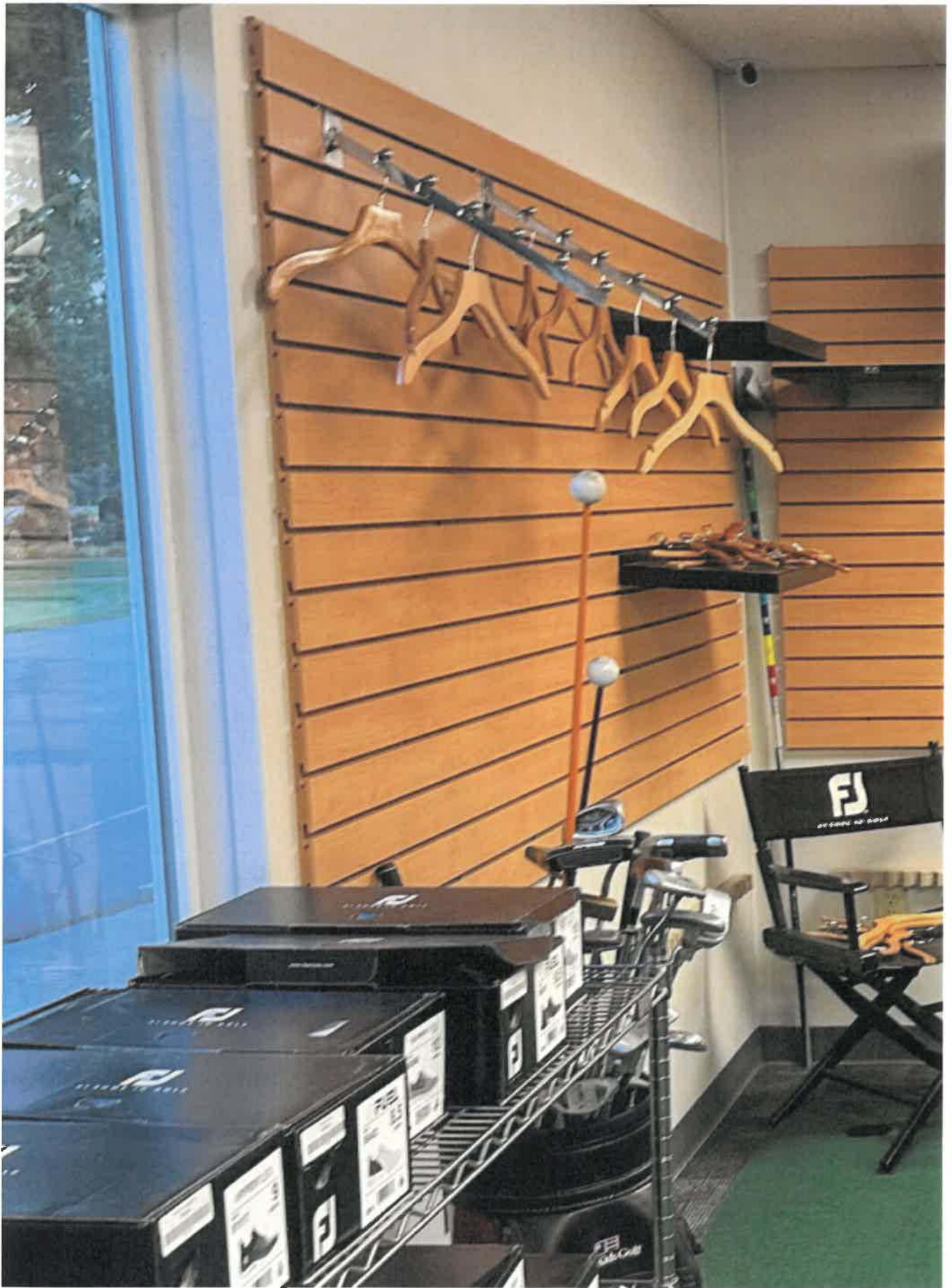




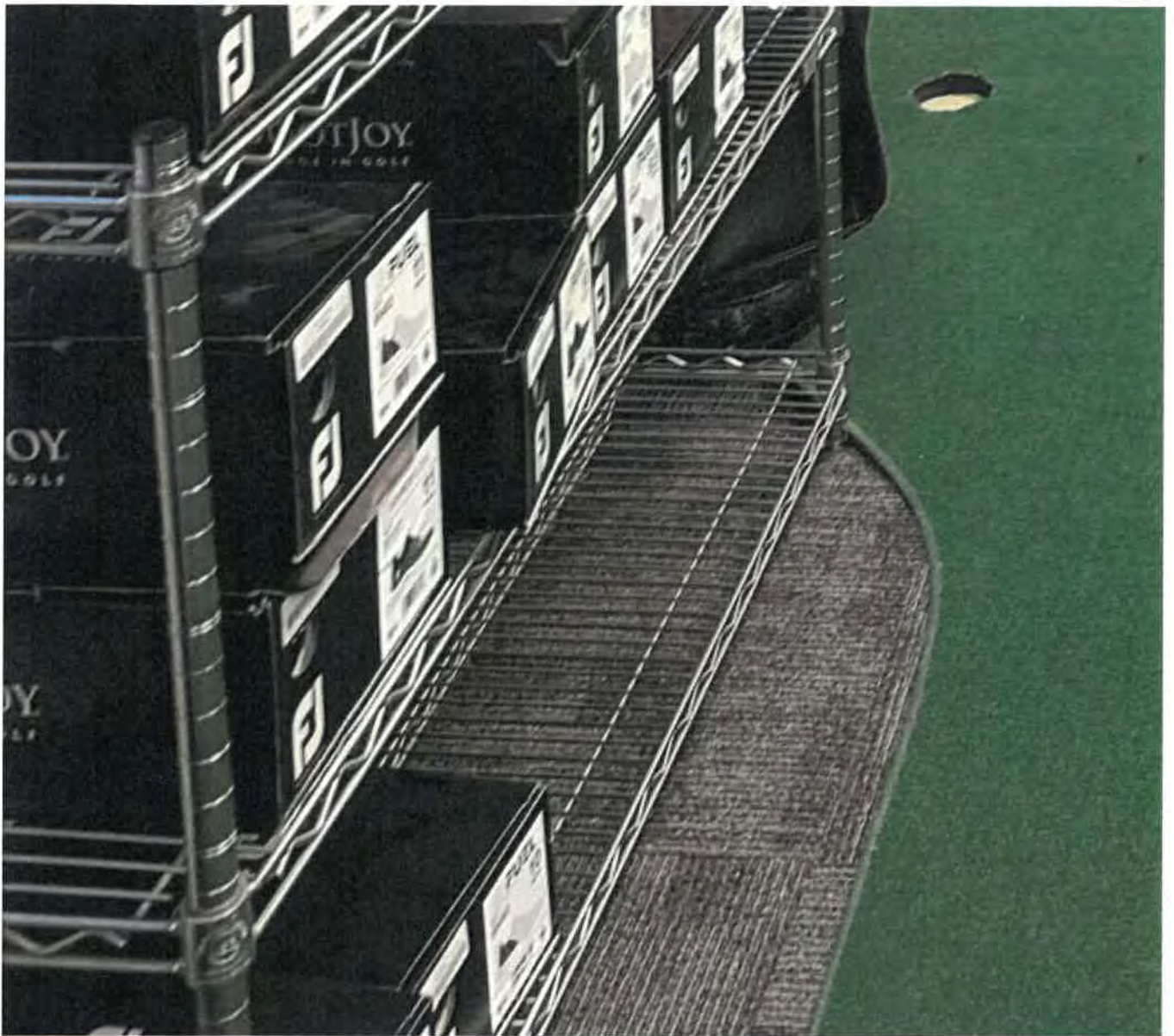








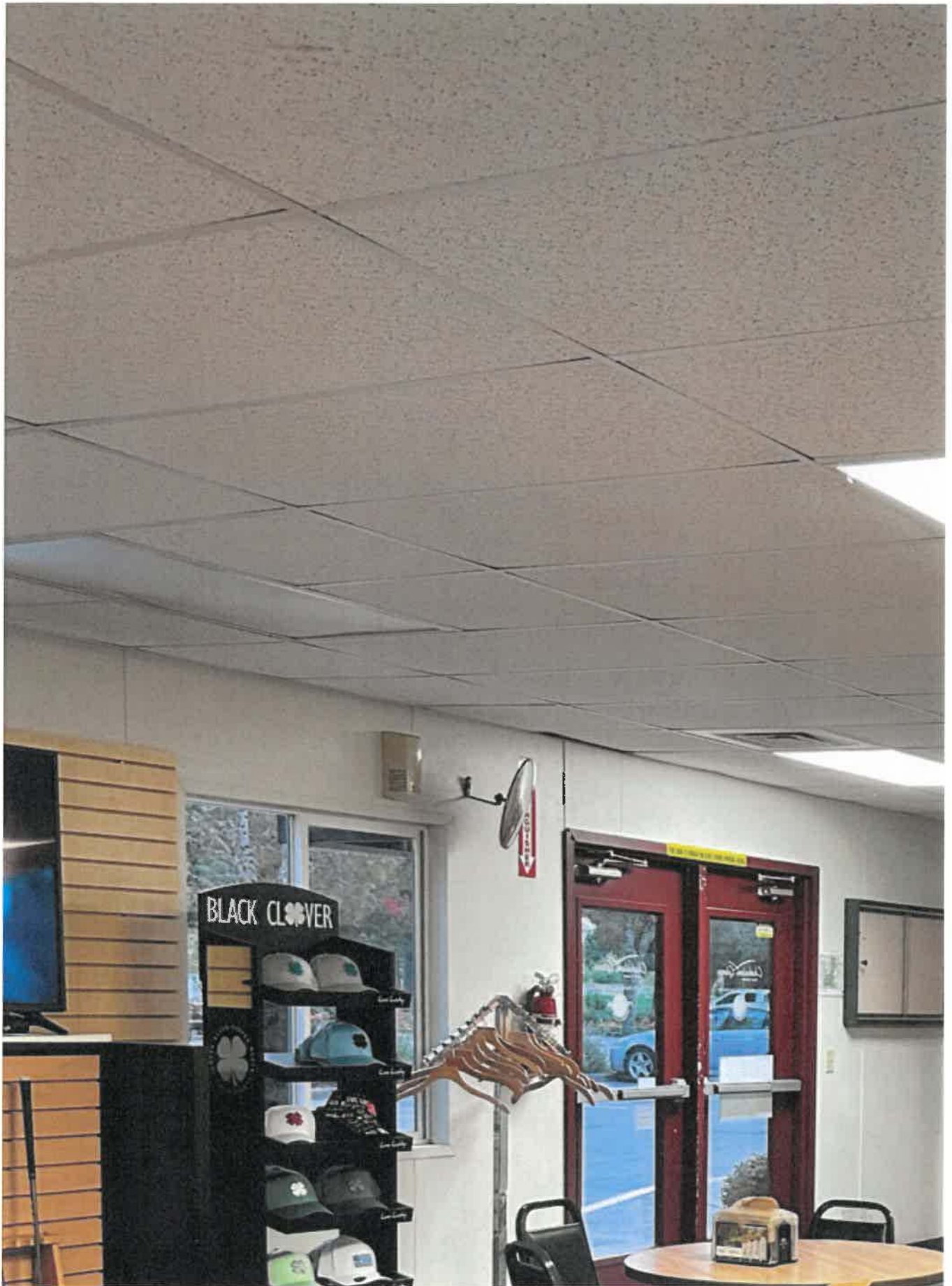
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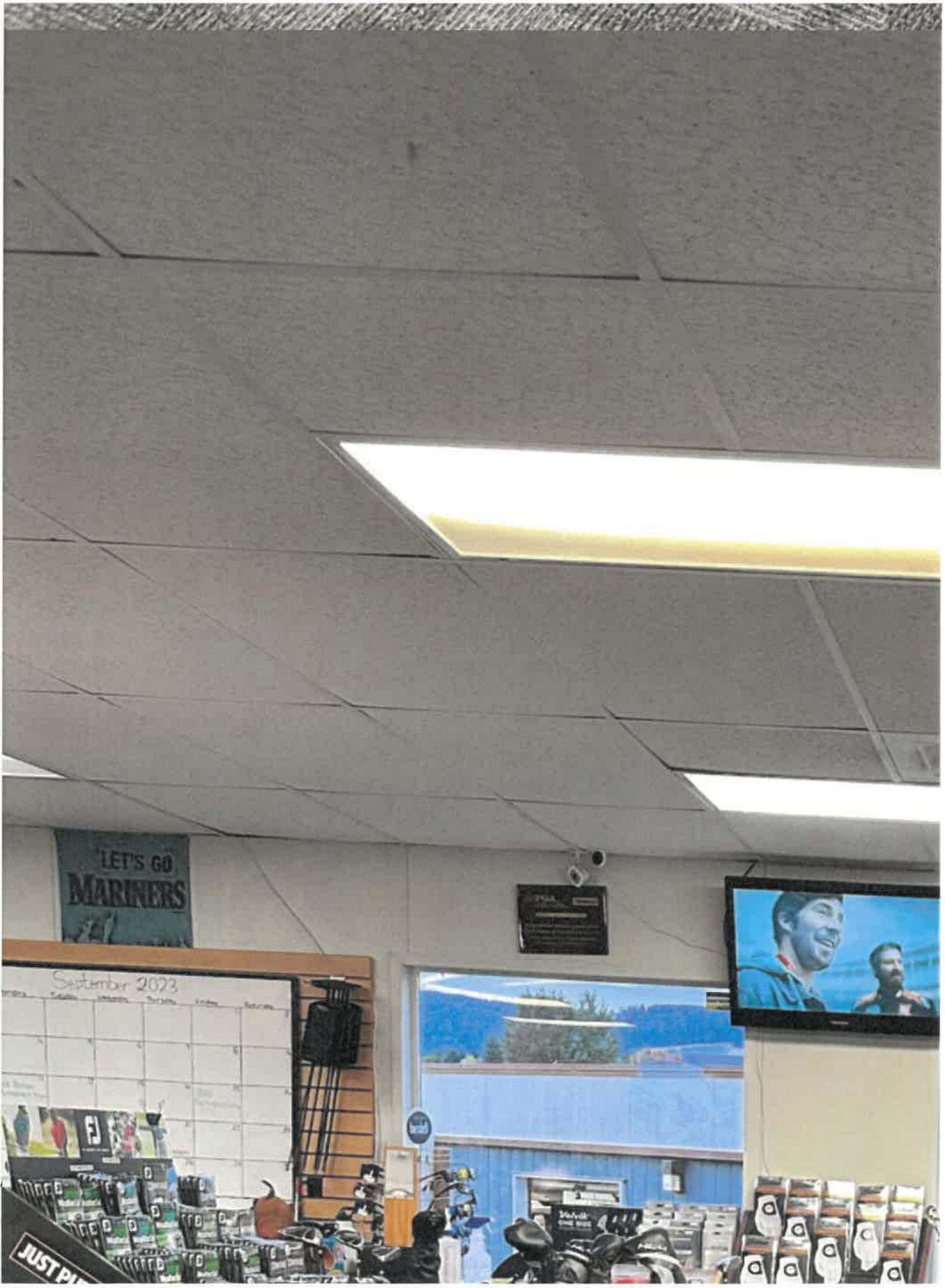
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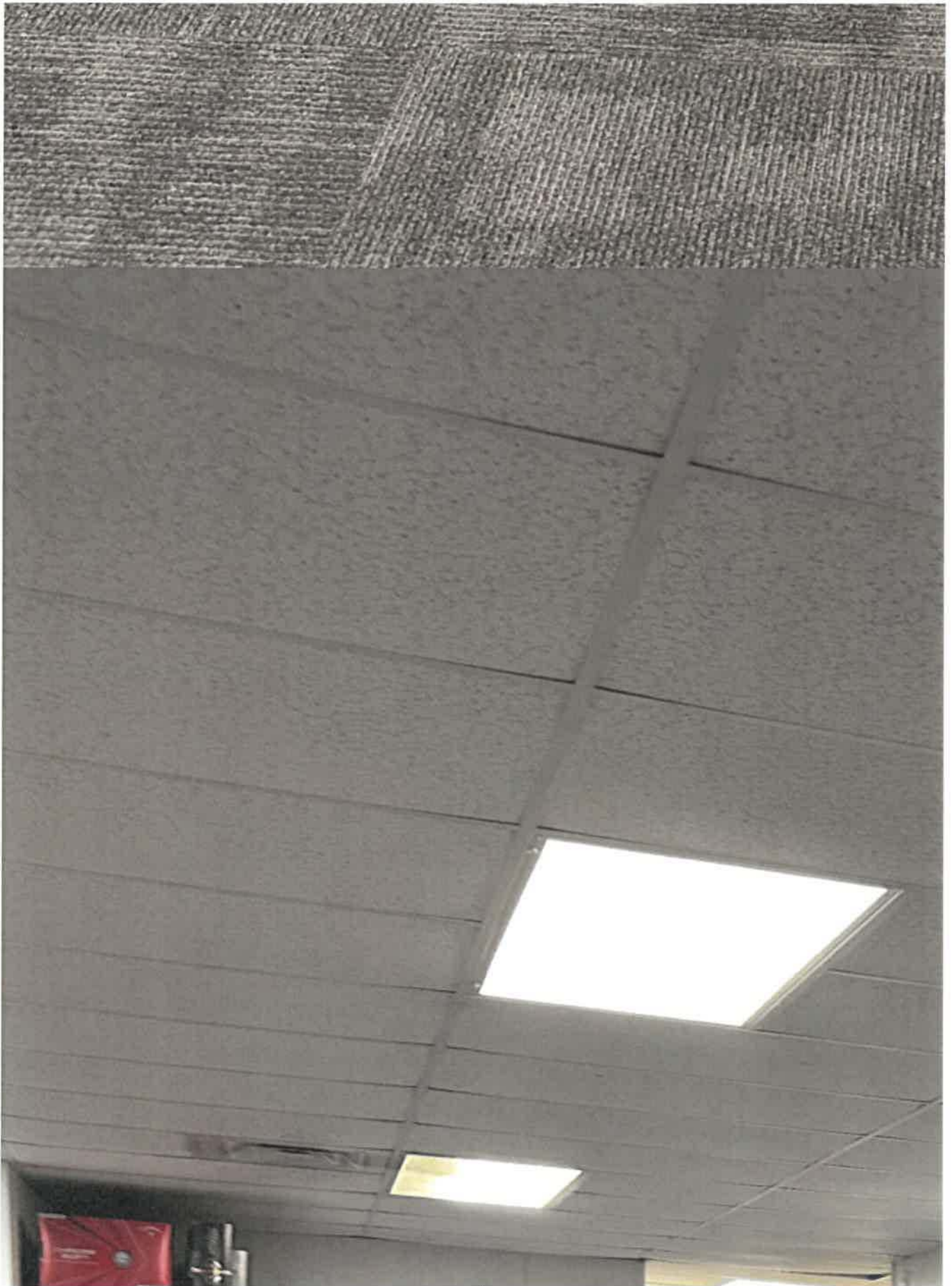




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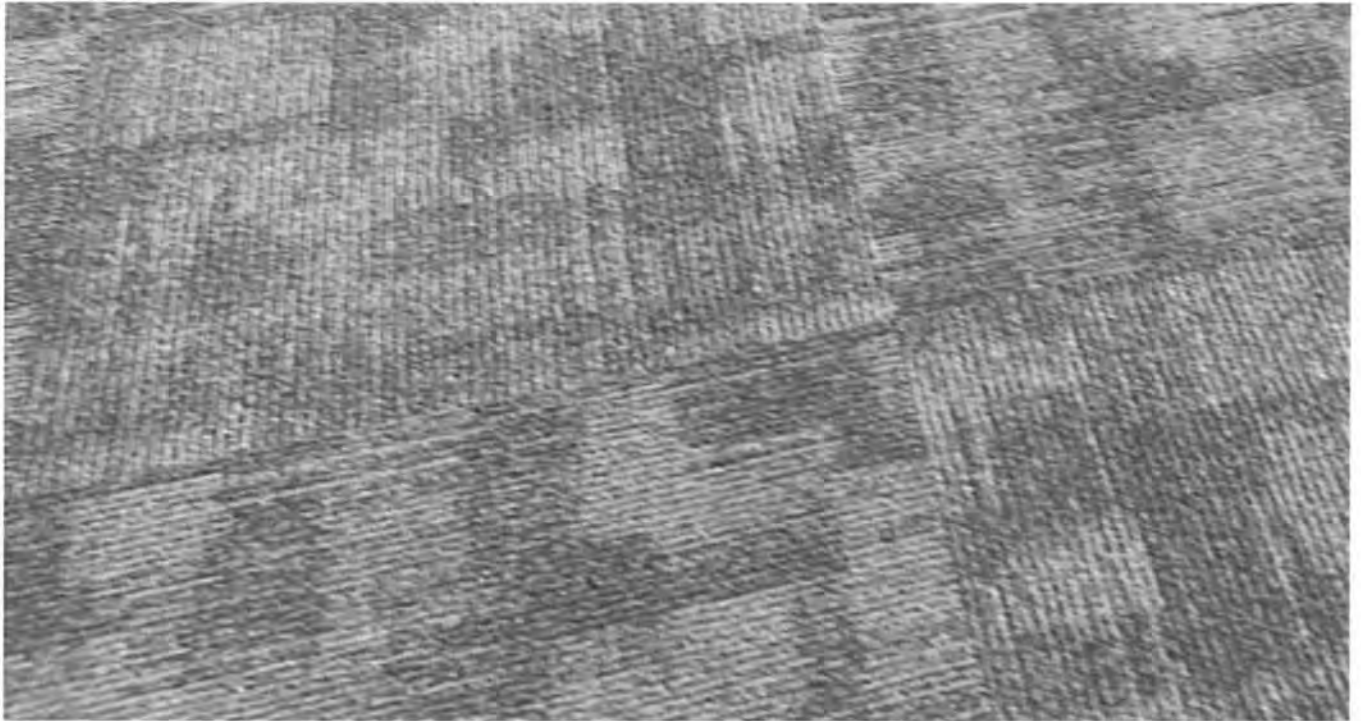


147



148





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

***“The right yes is worth waiting for.”***

***—Molly McManimie, NFL player agent***

**Subject:** Re: Cockroaches at the Golf club building  
**Date:** Friday, August 18, 2023 at 3:41:31 PM Pacific Daylight Time  
**From:** Kat Ricker  
**To:** Rebecca Wallis, Lindsey Manfrin  
**CC:** Don Clements, Ken Huffer, Lindsay Berschauer  
**Attachments:** image001.png

Hello,

CPRD met together with County staff today and worked together on a plan that will begin with a first fogging tonight.

Thank you.

...

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

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**From:** Rebecca Wallis <[rrwallis@gmail.com](mailto:rrwallis@gmail.com)>  
**Date:** Friday, August 18, 2023 at 2:23 PM  
**To:** Lindsey Manfrin <[manfrinl@co.yamhill.or.us](mailto:manfrinl@co.yamhill.or.us)>  
**Cc:** Don Clements <[dclements@cprdnewberg.org](mailto:dclements@cprdnewberg.org)>, Kat Ricker <[kicker@cprdnewberg.org](mailto:kicker@cprdnewberg.org)>, Ken Huffer <[hufferk@co.yamhill.or.us](mailto:hufferk@co.yamhill.or.us)>, Lindsay Berschauer <[berschauerl@co.yamhill.or.us](mailto:berschauerl@co.yamhill.or.us)>  
**Subject:** Re: Cockroaches at the Golf club building

Would you be able to tell me when the plan was put into place and the actions taken? The dates of notification and the dates of actions taken please?

K/r

Rebecca

On Fri, Aug 18, 2023 at 1:48 PM Lindsey Manfrin <[manfrinl@co.yamhill.or.us](mailto:manfrinl@co.yamhill.or.us)> wrote:

...  
Hello,

I have been in touch with our Environmental Health team and they have let me know they are aware of the situation and that the facility has been cooperating well with the established plan of action.

Thank you,

Lindsey Manfrin, DNP, RN  
Health and Human Services Director  
Public Health Administrator

Pronouns: she/her/hers

Yamhill County Health and Human Services | 638 NE Davis St McMinnville, OR 97128

Phone: 503-434-7525 | Cell: 971-312-2421 | Ext. 4719

Fax: 503-474-4907 | [manfrin@co.yamhill.or.us](mailto:manfrin@co.yamhill.or.us)

Yamhill County Crisis Line (1-844-842-8200)



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\*\*\*\*\*

**From:** Lindsey Manfrin

**Sent:** Friday, August 18, 2023 1:15 PM

**To:** Lindsay Berschauer <[berschauerl@co.yamhill.or.us](mailto:berschauerl@co.yamhill.or.us)>; Rebecca Wallis <[rrwallis@gmail.com](mailto:rrwallis@gmail.com)>; Don Clements <[dclements@cprdnewberg.org](mailto:dclements@cprdnewberg.org)>; Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)>

**Subject:** RE: Cockroaches at the Golf club building

Good afternoon,

I am looking in to this and will let you know when I have more information.

Take care,

Lindsey Manfrin, DNP, RN

Health and Human Services Director

Public Health Administrator

Pronouns: she/her/hers

Yamhill County Health and Human Services | 638 NE Davis St McMinnville, OR 97128

Phone: 503-434-7525 | Cell: 971-312-2421 | Ext. 4719

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\*\*\*\*\*

**From:** Lindsay Berschauer <berschauerl@co.yamhill.or.us>  
**Sent:** Friday, August 18, 2023 9:58 AM  
**To:** Rebecca Wallis <rrwallis@gmail.com>; Don Clements <dclements@cprdnewberg.org>; Kat Ricker <kricke@cprdnewberg.org>; Lindsey Manfrin <manfrinl@co.yamhill.or.us>  
**Subject:** Re: Cockroaches at the Golf club building

Director Manfrin,

Below is an additional complaint for Environmental Health. I believe this is regarding the same CPRD property.

Thank you,

Lindsay

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---

**From:** Rebecca Wallis <rrwallis@gmail.com>  
**Sent:** Thursday, August 17, 2023 7:15 PM  
**To:** Don Clements <dclements@cprdnewberg.org>; Kat Ricker <kricke@cprdnewberg.org>; Lindsay Berschauer <berschauerl@co.yamhill.or.us>  
**Subject:** Cockroaches at the Golf club building

Caution: This e-mail and its contents are intended only for the individual named in the e-mail system.

Good Evening,

I've recieved some disturbing news. It's been reported to me by a community member that there are cockroaches in the golf course club house. I have seen the pictures. One account has a patron trying on a hat and cockroaches falling into his hair.



Not only is this unsanitary, someone could sue the district for this. It's also been said that the county health department was made aware of this about a month ago but that CPRD has not complied.

This IS third hand information. Although the pictures I recieved were of the location on the counters where the food is served.

I expect a full investigation of this and if the reports are true, I expect the club to be shuttered while the issue gets resolved.

Kind regards,

Rebecca Wallis

**Subject:** RE: Cockroaches at the Golf club building  
**Date:** Friday, August 18, 2023 at 1:48:27 PM Pacific Daylight Time  
**From:** Lindsey Manfrin  
**To:** Lindsay Berschauer, Rebecca Wallis, Don Clements, Kat Ricker  
**CC:** Ken Huffer  
**Attachments:** image001.png

Hello,

I have been in touch with our Environmental Health team and they have let me know they are aware of the situation and that the facility has been cooperating well with the established plan of action.

Thank you,

**Lindsey Manfrin, DNP, RN**  
Health and Human Services Director  
Public Health Administrator  
*Pronouns: she/her/hers*  
Yamhill County Health and Human Services | 638 NE Davis St McMinnville, OR 97128  
Phone: 503-434-7525 | Cell: 971-312-2421 | Ext. 4719  
Fax: 503-474-4907 | [manfrinl@co.yamhill.or.us](mailto:manfrinl@co.yamhill.or.us)  
**Yamhill County Crisis Line (1-844-842-8200)**



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\*\*\*\*\*

**From:** Lindsey Manfrin  
**Sent:** Friday, August 18, 2023 1:15 PM  
**To:** Lindsay Berschauer <berschauerl@co.yamhill.or.us>; Rebecca Wallis <rrwallis@gmail.com>; Don Clements <dclements@cprdnewberg.org>; Kat Ricker <kricke@cprdnewberg.org>  
**Subject:** RE: Cockroaches at the Golf club building

Good afternoon,

I am looking in to this and will let you know when I have more information.

Take care,

Lindsey Manfrin, DNP, RN

Health and Human Services Director  
Public Health Administrator

*Pronouns: she/her/hers*

Yamhill County Health and Human Services | 638 NE Davis St McMinnville, OR 97128

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\*\*\*\*\*

**From:** Lindsay Berschauer <[berschauerl@co.yamhill.or.us](mailto:berschauerl@co.yamhill.or.us)>

**Sent:** Friday, August 18, 2023 9:58 AM

**To:** Rebecca Wallis <[rrwallis@gmail.com](mailto:rrwallis@gmail.com)>; Don Clements <[dclements@cprdnewberg.org](mailto:dclements@cprdnewberg.org)>; Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)>; Lindsey Manfrin <[manfrinl@co.yamhill.or.us](mailto:manfrinl@co.yamhill.or.us)>

**Subject:** Re: Cockroaches at the Golf club building

Director Manfrin,

Below is an additional complaint for Environmental Health. I believe this is regarding the same CPRD property.

Thank you,

Lindsay

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---

**From:** Rebecca Wallis <[rrwallis@gmail.com](mailto:rrwallis@gmail.com)>

**Sent:** Thursday, August 17, 2023 7:15 PM

**To:** Don Clements <[dclements@cprdnewberg.org](mailto:dclements@cprdnewberg.org)>; Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)>; Lindsay Berschauer <[berschauerl@co.yamhill.or.us](mailto:berschauerl@co.yamhill.or.us)>

**Subject:** Cockroaches at the Golf club building

**Caution:** This email originated outside of the Yamhill County email system

Good Evening,

I've recieved some disturbing news. It's been reported to me by a community member that there are

cockroaches in the golf course club house. I have seen the pictures. One account has a patron trying on a hat and cockroaches falling into his hair.

Not only is this unsanitary, someone could sue the district for this. It's also been said that the county health department was made aware of this about a month ago but that CPRD has not complied.

This IS third hand information. Although the pictures I recieved were of the location on the counters where the food is served.

I expect a full investigation of this and if the reports are true, I expect the club to be shuttered while the issue gets resolved.

Kind regards,

Rebecca Wallis

**Subject:** Re: Cockroaches at the Golf club building  
**Date:** Friday, August 18, 2023 at 8:41:44 AM Pacific Daylight Time  
**From:** Matthew Smith  
**To:** Kat Ricker, Don Clements  
**CC:** Casey Creighton

Great news! Thanks for acting so quickly!

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---

**From:** Kat Ricker <kricke@cprdnewberg.org>  
**Sent:** Friday, August 18, 2023 8:15:17 AM  
**To:** Matthew Smith <msmith@board.cprdnewberg.org>; Don Clements <dclements@cprdnewberg.org>  
**Cc:** Casey Creighton <ccreighton@cprdnewberg.org>  
**Subject:** Re: Cockroaches at the Golf club building

Matt,

Casey Creighton just spoke with Don and myself on this, and he wants you to know that there is a plan and this will be executed tonight and be ongoing for the next month or so. I am including Casey here.

--

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

---

**From:** Matthew Smith <msmith@board.cprdnewberg.org>  
**Date:** Thursday, August 17, 2023 at 7:21 PM  
**To:** Don Clements <dclements@cprdnewberg.org>, Kat Ricker <kricke@cprdnewberg.org>  
**Subject:** Fwd: Cockroaches at the Golf club building

It's certainly not my place to direct staff, but I've heard similar news from another source regarding seeing cockroaches in the triple wide. This isn't something we want to see in the news or in a health department report. Hopefully we have a plan to get pest control in there to bomb it or something before the meeting next week. Would be a shame to spend the bulk of the meeting talking about cockroaches.

Thanks.

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---

**From:** Rebecca Wallis <rrwallis@gmail.com>  
**Sent:** Thursday, August 17, 2023 7:15:11 PM  
**To:** Matthew Smith <msmith@board.cprdnewberg.org>  
**Subject:** Fwd: Cockroaches at the Golf club building

Mr. Smith

Not sure if you recieved the first email as the link front he website copied incorrectly.

Kind Regards,  
Rebecca Wallis

----- Forwarded message -----

**From:** Rebecca Wallis <rrwallis@gmail.com>  
**Date:** Thu, Aug 17, 2023 at 7:13 PM  
**Subject:** Cockroaches at the Golf club building  
**To:** Don Clements <dclements@cprdnewberg.org>, Kat Ricker <kricke@cprdnewberg.org>, <berschauerl@co.yamhill.or.us>, <msmith@board.cprdnewberg.org?subject=Message%20from%20CPRD%20website>

Good Evening,

I've recieved some disturbing news. It's been reported to me by a community member that there are cockroaches in the golf course club house. I have seen the pictures. One account has a patron trying on a hat and cockroaches falling into his hair.

Not only is this unsanitary, someone could sue the district for this. It's also been said that the county health department was made aware of this about a month ago but that CPRD has not complied.

This IS third hand information. Although the pictures I recieved were of the location on the counters where the food is served.

I expect a full investigation of this and if the reports are true, I expect the club to be shuttered while the issue gets resolved.

Kind regards,

Rebecca Wallis

**Subject:** Re: Media Public Records Request  
**Date:** Wednesday, September 6, 2023 at 11:02:12 AM Pacific Daylight Time  
**From:** Kat Ricker  
**To:** Justin Alderman  
**BCC:** Casey Creighton, Don Clements  
**Attachments:** 10500 Rilee Caretaker.pdf, Rilee Caretaker 12075.pdf

Dear Justin:

Please see below for more information pertaining to your request.

1. Copies of all email communication records within the [cprdnewberg.org](http://cprdnewberg.org) email system for all board members and/or superintendents that contain the following keywords from January 1st, 2022 to the present. "Horse" and "Horses", "Equestrian", or "Ryann".

Estimated charge: \$330. Explanation - Staff time estimate: Approximately 11 hours, charge is \$30 per hour, for total charge of \$330. This is an estimate and additional charges may occur.

2. Copies of the bylaws for Chehalem Parks & Recreation District.  
CPRD is not governed by bylaws.
3. Copies of all current and past residential leases, contracts, and/or employment agreements with any individuals in connection with the structures located at 10500 and 12075 NE Parrett Mountain Rd, Newberg, OR 97132. This may include, but not limited to, individuals Russell Sheehan or Haomi Sheehan.

CPRD has only operated on Caretaker Agreements in regard to this property. These are attached to this email.

4. Copies of financial documents showing any amounts paid to or reporting of benefit value provided to those outlined in request #3, from the period that CPRD purchased the property through to the present.

CPRD does not financially compensate Caretakers as part of the duties described in Caretaker Agreements. Russ Sheehan, formerly compensated as a contractor, is currently compensated as a CPRD employee and therefore related labor is included as a condition of his employment; the compensation structure of his position does not organize wages as labor performed per park.

5. Any work logs and reports related to "caretakers" for the Bob & Crystal Rilee Park & Farm property, from Jan 1st, 2020 to the present.

Parks and Basic Services Supervisor monthly Activity Reports include information on park and maintenance work performed at various parks and locations; these are included in meeting packets for regular meetings of CPRD Board of Directors and are presented orally at each public meeting. These can be found on our website and are searchable by keyword:  
<https://www.cprdnewberg.org/meetings>.

6. Copies of any communications to CPRD from the Oregon Government Ethics Commission, related to anyone or any matter, from 2014 to the present.

Estimated charge: \$120. Explanation - Staff time estimate: Approximately four hours, charge is \$30 per hour, for total charge of \$120. This is an estimate and additional charges may occur.

Thank you for your interest in CPRD. Please let me know if you have further questions.

--

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

---

**From:** Justin Alderman <[jalderman@equestrianmedia.group](mailto:jalderman@equestrianmedia.group)>  
**Date:** Wednesday, August 30, 2023 at 7:02 PM  
**To:** Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)>  
**Subject:** Media Public Records Request

To whom it may concern:

Pursuant to ORS 192.324, please provide copies of the following records. Each numbered item shall be considered its own request, thus a response is necessary for each item individually.

1. Copies of all email communication records within the [cprdnewberg.org](mailto:cprdnewberg.org) email system for all board members and/or superintendents that contain the following keywords from January 1st, 2022 to the present. "Horse" and "Horses", "Equestrian", or "Ryann".
2. Copies of the bylaws for Chehalem Parks & Recreation District.
3. Copies of all current and past residential leases, contracts, and/or employment agreements with any individuals in connection with the structures located at 10500 and 12075 NE Parrett Mountain Rd, Newberg, OR 97132. This may include, but not limited to, individuals Russell Sheehan or Haomi Sheehan.
4. Copies of financial documents showing any amounts paid to or reporting of benefit value provided to those outlined in request #3, from the period that CPRD purchased the property through to the present.
5. Any work logs and reports related to "caretakers" for the Bob & Crystal Rilee Park & Farm property, from Jan 1st, 2020 to the present.
6. Copies of any communications to CPRD from the Oregon Government Ethics Commission, related to anyone or any matter, from 2014 to the present.

**Justin Alderman**, Managing Editor  
Equestrian Media Group | [jalderman@equestrianmedia.group](mailto:jalderman@equestrianmedia.group)  
Visit our flagship publication at [nwhorsereport.com](http://nwhorsereport.com)





**Subject:** Re: Public Records Request sent on 8/22  
**Date:** Monday, September 11, 2023 at 10:47:12 AM Pacific Daylight Time  
**From:** Rebecca Wallis  
**To:** Kat Ricker  
**CC:** Don Clements, Matthew Smith

Thank you for the clarification. It is appreciated.

On Mon, Sep 11, 2023 at 10:42 AM Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)> wrote:

Hi Rebecca,

According to our administrative coordinator, this is the same program. If an employer was using the State-funded program and did not get State approval for a third party or to be self-insured, then yes – deductions would have begun with January hours. We are not unique, and all businesses in Oregon had the same options. Metropolitan was approved by the State of Oregon to be utilized, and our payments will go to them, as they will be administering the plan instead of the State of Oregon as approved by the State of Oregon.

Thank you.

--

**Kat Ricker**

*Public Information Director*

*Chehalem Park & Recreation District  
125 S. Elliott Road  
Newberg, OR 97132*

*971.832.4222 [cprdnewberg.org](http://cprdnewberg.org) | [Instagram](#) | [Facebook](#)*

---

**From:** Rebecca Wallis <[rrwallis@gmail.com](mailto:rrwallis@gmail.com)>  
**Date:** Monday, September 11, 2023 at 10:30 AM  
**To:** Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)>  
**Cc:** Don Clements <[dclements@cprdnewberg.org](mailto:dclements@cprdnewberg.org)>, Matthew Smith <[msmith@board.cprdnewberg.org](mailto:msmith@board.cprdnewberg.org)>  
**Subject:** Re: Public Records Request sent on 8/22

I think we may be talking about different programs. The Oregon Paid Leave Fees were to be started Jan 1, 2023. Did the district somehow get a reprieve from paying this until September? The program goes into effect September and that is when employees can utilize the benefit, however employers and employees were required to pay into this fund starting Jan 1, 2023. I'm including a link to the Oregon Site that explains this. Is CPRD somehow exempt

 163

from paying the fees until September?

<https://paidleave.oregon.gov/employers-overview/>

Kind regards,

Rebecca Wallis

On Mon, Sep 11, 2023 at 10:21 AM Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)> wrote:

Hi Rebecca,

The employee and employer portion will not be taken out until all hours have been worked for the month of September. There will not be a lump sum charged to the employees. CPRD has not yet received its first invoice. Moving forward, this will be invoiced on a quarterly basis, after each quarter ends. In this way, CPRD will be able to report true hours and earnings.

To clarify these two related areas, Metropolitan Life is CPRD's third-party administrator for this plan; it does not handle CPRD's payroll.

Please let me know if you have any further questions. Thank you.

--

**Kat Ricker**

*Public Information Director*

*Chehalem Park & Recreation District*

*125 S. Elliott Road*

*Newberg, OR 97132*

*971.832.4222 [cprdnewberg.org](http://cprdnewberg.org) | [Instagram](#) | [Facebook](#)*

---

**From:** Rebecca Wallis <[rrwallis@gmail.com](mailto:rrwallis@gmail.com)>

**Date:** Monday, September 11, 2023 at 10:07 AM

**To:** Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)>

**Cc:** Don Clements <[dclements@cprdnewberg.org](mailto:dclements@cprdnewberg.org)>, Matthew Smith <[msmith@board.cprdnewberg.org](mailto:msmith@board.cprdnewberg.org)>

**Subject:** Re: Public Records Request sent on 8/22

Thank you for answering my questions.

Will the employees be required to pay their share of the OPML fees in all one lump sum to catch up or will the district pay to cover their fees to mitigate the error?

Was the CPRD responsible for payroll before using Metropolitan Life?

Kind Regards,

Rebecca Wallis

On Mon, Sep 11, 2023 at 10:04 AM Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)> wrote:

Hello Rebecca,

Thank you for your interest in CPRD. Please see the answers to your questions below:

---

**From:** Rebecca Wallis <[rrwallis@gmail.com](mailto:rrwallis@gmail.com)>

**Date:** Monday, September 11, 2023 at 8:49 AM

**To:** Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)>

**Cc:** Don Clements <[dclements@cprdnewberg.org](mailto:dclements@cprdnewberg.org)>, Matthew Smith <[msmith@board.cprdnewberg.org](mailto:msmith@board.cprdnewberg.org)>

**Subject:** Re: Public Records Request sent on 8/22

Good Morning,

Are you saying that employees have not had funds paid into their OPMFL at all this year?

**-Correct.**

Are special districts exempt from filing an Oregon quarterly?

**-No.**

Which 3rd party is being contracted with? Who did the payroll fall on before this 3rd party service?

-Once we began using Metropolitan Life, which is the third party that was authorized by the State of Oregon, the State then approved our account.

Thank you.

On Mon, Sep 11, 2023 at 8:37 AM Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)> wrote:

Hello Rebecca,

Staff is not locating this request; however, we are glad to provide you with the following information on this query:

We were approved through the State for a 3<sup>rd</sup> party administrator. With that, our first invoice is for hours worked beginning Sept 2023. Since September hours have not all been worked yet, we have not been invoiced since those true hours are unknown.

Our first payroll run with Sept hours has not occurred yet.

We budgeted for it in an existing line items for each department: 001-xxx-140002

Going 3<sup>rd</sup> party allowed us less expensive rates than the State.

From our handbook:

Employees will see up to a .006% deduction from gross wages for each paycheck. The employer will contribute no less than .0027% of the employee's gross wages for each paycheck. The employee and employer minimum and maximum, as well as overall costs, of this coverage will be assessed annually by the Oregon Employment Department and may change.

Thank you.

--

**Kat Ricker**

*Public Information Director*

*Chehalem Park & Recreation District*

*125 S. Elliott Road*

*Newberg, OR 97132*

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

---

**From:** Rebecca Wallis <[rrwallis@gmail.com](mailto:rrwallis@gmail.com)>

**Date:** Sunday, September 10, 2023 at 3:46 PM

**To:** Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)>

**Cc:** Don Clements <[dclements@cprdnewberg.org](mailto:dclements@cprdnewberg.org)>, Matthew Smith <[msmith@board.cprdnewberg.org](mailto:msmith@board.cprdnewberg.org)>

**Subject:** Public Records Request sent on 8/22

Good Afternoon,

I did not receive a acknowledgement of my public records request on 8/22. It has been 13 business days and I also have not received an answer for it.

This is what I requested:

"I am requesting to know which expense account the districts portion of the Oregon paid medical leave act is being taken out of. I do not see a line item on the budget for this 40% tax the district is responsible for.

Can you tell me which account this is being paid out of and also provide the last OQ showing it's been paid please?"

Can you please update me on my request?

Kind Regards,

Rebecca Wallis

**Subject:** Rilee Park

**Date:** Monday, September 18, 2023 at 4:03:44 PM Pacific Daylight Time

**From:** Matt Dolphin

**To:** Matthew Smith, Jason Fields, Gayle Bizeau, Lisa Rogers, Jim McMaster

**CC:** Kat Ricker

Please include the following open letter to the CPRD BOD in the record for the September 2023 meeting.

Dear CPRD Board:

I believe the sincerity of board members when you say you want to build bridges.

I want to thank the board for giving extra time to the issue of the Ewing Young bridge and trail expansion. Holding your special meeting on July 24 gave you more time to learn about the bridge project from CPRD counsel and staff. It gave the community an opportunity to show how important the park is to them. And ultimately, it produced a new creative solution to hopefully move the project forward in the near future. The lesson I learned from observing and participating in this process is that building bridges (both the figurative and the literal) takes time.

I am a small business owner like many of you and many board members that came before you. I have found business leaders are used to making fast decisions, taking quick action, and seeing immediate results.

My more limited experiences working with government agencies has shown me that government often works at a different pace. To be completely honest, sometimes the slower pace drives me nuts. But I have come to accept and even appreciate the reason why things often take more time. During your September 7 work session, this difference between business and government was summed up by Don Clements this way:

**"In business, time is money. In government, time is collaboration."**

- Time allows all constituents an opportunity to be heard - a bedrock of our democracy.
- Time gives people a chance to learn and get on the same page with real facts - vital in an era when "the truth" is often disputed.
- Time encourages people to set aside their differences and seek common ground - the foundation of building bridges.
- Time is necessary to complete required transparent processes - building trust in our government.
- Time often produces creative solutions - our best hope for a better future for all.

### **Give Rilee Park Time**

As you consider the future of Rilee Park, I encourage you to give it time. And you do have more time based on the following:

- 1) Equestrian and bike users were separated onto different sides of the park out of a concern for safety. There should be no equestrian/bike interactions based on policy currently in place. However, the board may want to consider how it will promote and enforce policies at CPRD parks.
- 2) Rilee Park trails are normally closed to horses and bicycles during the rainy season to prevent trail damage. You have time before they re-open in the spring to fully consider any changes to trail usage policies.

3) There are a number of collaborative citizen engagement processes currently in motion. These processes need time to complete. Interrupting them would go against your stated goals of building bridges in our community.

### **Collaborative Processes In-Progress**

For your reference, I have summarized below my understanding of the citizen engagement processes underway:

#### **Citizen Advisory Committees**

Two citizen-led advisory committees have had involvement in Rilee Park. First, the Bob & Crystal Rilee Park Advisory Committee provided the board with a recommendation document in 2019. The Chehalem Heritage Trail Advisory Committee (CHTAC) has continued to engage with users from both the equestrian and bicycle groups about the Rilee Park trails.

#### **Master Plan**

A master plan process is currently underway with NV5. It includes opportunities for citizen input and makes use of a neutral third party in the facilitation of discussions and design of the park.

#### **Trail Survey**

Last month, the board approved a community trail survey. This will gather feedback from citizens that may not attend public meetings and gives the board insights to inform their decisions on CPRD trails, including Rilee Park.

#### **Volunteer Trail Projects**

Multiple trail maintenance days have been held and are planned at Rilee Park that bring equestrians, bicyclists, and other users together. Working together on small projects allows people with different backgrounds and interests to build understanding and relationships with each other.

#### **Town Halls & Focus Groups**

The board will receive a recommendation from the CHTAC at your 9/28 meeting for this Trail User Engagement Recommendation. The purpose of these events is to move beyond contentious public comments and foster constructive dialogue with and between divergent groups. It is our hope that it serves as a valuable supplement to the Master Plan process.

#### **Education**

CHTAC members are reaching out to equestrian, bicycle, and other user groups to plan a "Share the Trail Program". This will likely include promoting education materials on the CPRD website and at trailheads. It may also include on-site workshops where equestrians, bicyclists, and other users can learn and put into practice good "trail etiquette" so that everyone may enjoy our trails safely.

The above mechanisms for collaboration are a blueprint for how to build bridges within a community. I hope you will give them enough time to be built.

Thank you for your time,

Matt Dolphin  
Resident of CPRD



**Subject:** Public Records Request: Crystal Rilee's Wishes

**Date:** Wednesday, September 13, 2023 at 11:36:55 AM Pacific Daylight Time

**From:** Matt Dolphin

**To:** Kat Ricker

Hi Kat!

I've heard many questions and claims from the general public during CPRD meetings regarding "Crystal's wishes". I'm making this Public Records Request to gain a better understanding of her true wishes, which she would have likely written down prior to her death if they were of vital importance to her. If any such documents exist, I would expect that the Rilee Foundation, equestrian park members, neighbors, family, or other interested parties would have provided CPRD with copies to buttress their claims. Pursuant to state law, I respectfully request:

- 1) Any documents, directives, instructions, or preferences regarding the use of the Rilee Park property written by Crystal Rilee herself or contemporaneously documented on her behalf prior to December 6, 2006.
- 2) Any documents, directives, instructions or preferences related to the establishment and operation of the Crystal Dawn Smith Rilee Foundation written by Crystal Rilee herself or contemporaneously documented on her behalf prior to December 6, 2006.

If you have any questions about my request, I am happy to discuss.

Thanks,

Matt Dolphin

<http://mattdolphin.com>

503-332-2711

**Subject:** Public Records Request: Crystal Dawn Smith Rilee Foundation  
**Date:** Wednesday, September 13, 2023 at 1:10:53 PM Pacific Daylight Time  
**From:** Matt Dolphin  
**To:** Kat Ricker

Hi Kat!

I'm making this Public Records Request to gain a greater understanding of "Crystal's wishes" which she likely embodied in the non-profit foundation she had a hand in creating prior to her death. Pursuant to state law, I respectfully request the following formation documents of the Crystal Dawn Smith Rilee Foundation:

- 1) Articles of Incorporation filed August 6, 2003
- 2) Corporation Bylaws
- 3) 501c3 tax exemption application and response from IRS
- 4) Oregon DOJ Charitable Activities Registration (Form RF-C Registration for Charitable Organizations)

These documents would have been created by the foundation during its formation circa 2003-04. I would expect the foundation provided CPRD these documents to clearly share Ms. Rilee's intent for the property on Parrett Mountain if following her wishes was a condition of the sale to CPRD.

Thanks,

Matt Dolphin  
<http://mattdolphin.com>  
503-332-2711

**Subject:** Document Request: Interpretive Plan Parrett Mountain Farm 02/27/2008  
**Date:** Wednesday, September 13, 2023 at 10:30:12 AM Pacific Daylight Time  
**From:** Matt Dolphin  
**To:** Kat Ricker

Hi Kat-

Thank you for your speedy responses to my recent requests for documents related to the Rilee Park and its history.

**02/27/2008 Interpretive Plan Parrett Mountain Farm**

I am interested in reviewing the remainder of an interpretive plan written by the Crystal Dawn Smith Rilee Foundation. The 2 page introduction of what I assume is a longer document was included in one of the attachments (SKM\_C750i23091212330.pdf) you recently sent. It appears that each page of the report has the title in the upper left hand corner: "Interpretive Plan Parrett Mountain Farm" and the date of publication in the upper right corner "February 27, 2008"

Thanks,

Matt Dolphin  
<http://mattdolphin.com>  
503-332-2711

On Sep 12, 2023, at 1:39 PM, Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)> wrote:

Hello Matt,

Thank you for your query and request on the phone today. Please see the attached documents. Let me know if I can be of further assistance.

--  
**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](#)*

<SKM\_C750i23091212310.pdf><SKM\_C750i23091212311.pdf><SKM\_C750i23091212320.pdf>  
<SKM\_C750i23091212330.pdf>

**Subject:** Re: Public Records Request: Crystal Rilee's Wishes  
**Date:** Monday, September 18, 2023 at 10:26:37 AM Pacific Daylight Time  
**From:** Kat Ricker  
**To:** Matt Dolphin  
**CC:** Casey Creighton, Don Clements  
**Attachments:** Correspondence.pdf, Lease Option.pdf, Secretary of State.pdf, SKM\_C750i23091809160.pdf, SKM\_C750i23091809180.pdf, SKM\_C750i23091809190.pdf, SKM\_C750i23091809191.pdf

Hello Matt,

Attached are all documents related to this transaction.

Thank you for your interest.

--

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

---

**From:** Matt Dolphin <[matt@mattdolphin.com](mailto:matt@mattdolphin.com)>  
**Date:** Wednesday, September 13, 2023 at 11:36 AM  
**To:** Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)>  
**Subject:** Public Records Request: Crystal Rilee's Wishes

Hi Kat!

I've heard many questions and claims from the general public during CPRD meetings regarding "Crystal's wishes". I'm making this Public Records Request to gain a better understanding of her true wishes, which she would have likely written down prior to her death if they were of vital importance to her. If any such documents exist, I would expect that the Rilee Foundation, equestrian park members, neighbors, family, or other interested parties would have provided CPRD with copies to buttress their claims. Pursuant to state law, I respectfully request:

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If you have any questions about my request, I am happy to discuss.

Thanks,

Matt Dolphin  
<http://mattdolphin.com>

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**Subject:** Re: Public Records Request: Crystal Dawn Smith Rilee Foundation  
**Date:** Monday, September 18, 2023 at 10:28:36 AM Pacific Daylight Time  
**From:** Kat Ricker  
**To:** Matt Dolphin  
**CC:** Casey Creighton, Don Clements

Hi Matt,

CPRD is not in possession of the documents that you have requested which are related to the Crystal Dawn Smith Rilee Foundation. CPRD leased and then bought the property, but never "took over" the Foundation. CPRD viewed this as a real estate transaction.

Thank you for your interest.

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

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**From:** Matt Dolphin <[matt@mattdolphin.com](mailto:matt@mattdolphin.com)>  
**Date:** Wednesday, September 13, 2023 at 1:10 PM  
**To:** Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)>  
**Subject:** Public Records Request: Crystal Dawn Smith Rilee Foundation

Hi Kat!

I'm making this Public Records Request to gain a greater understanding of "Crystal's wishes" which she likely embodied in the non-profit foundation she had a hand in creating prior to her death. Pursuant to state law, I respectfully request the following formation documents of the Crystal Dawn Smith Rilee Foundation:

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- 3) 501c3 tax exemption application and response from IRS
- 4) Oregon DOJ Charitable Activities Registration (Form RF-C Registration for Charitable Organizations)

These documents would have been created by the foundation during its formation circa 2003-04. I would expect the foundation provided CPRD these documents to clearly share Ms. Rilee's intent for the property on Parrett Mountain if following her wishes was a condition of the sale to CPRD.

Thanks,

Matt Dolphin  
<http://mattdolphin.com>  
503-332-2711

174

**Subject:** Re: Document Request: Interpretive Plan Parrett Mountain Farm 02/27/2008  
**Date:** Monday, September 18, 2023 at 10:35:56 AM Pacific Daylight Time  
**From:** Kat Ricker  
**To:** Matt Dolphin  
**CC:** Casey Creighton, Don Clements

Hi Matt,

We have provided you with the pages that CPRD has. The pages which were previously provided to you were included in a letter from a member of the public to CPRD. CPRD is not in possession of this full document.

Thank you for your interest.

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

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**From:** Matt Dolphin <[matt@mattdolphin.com](mailto:matt@mattdolphin.com)>  
**Date:** Wednesday, September 13, 2023 at 10:30 AM  
**To:** Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)>  
**Subject:** Document Request: Interpretive Plan Parrett Mountain Farm 02/27/2008

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**02/27/2008 Interpretive Plan Parrett Mountain Farm**

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Thanks,

Matt Dolphin  
<http://mattdolphin.com>  
503-332-2711

175

On Sep 12, 2023, at 1:39 PM, Kat Ricker <[kricker@cprdnewberg.org](mailto:kricker@cprdnewberg.org)> wrote:

Hello Matt,

Thank you for your query and request on the phone today. Please see the attached documents. Let me know if I can be of further assistance.

—

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

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<SKM\_C750i23091212330.pdf>

SEP 16 2013

**ATKIN & ASSOCIATES**  
**CENTER FOR NONPROFIT LAW**

September 12, 2013

Brown, Tarlow, Bridges  
Palmer & Stone PC  
Attn: Allyn Brown  
515 E. First Street  
Newberg, OR 97132  
Also sent by email

RE: Rilee Foundation / Chehalem Park and Recreation District

Dear Allyn,

The Board of Directors of the Crystal Dawn Smith Rilee Foundation are eager to move forward with the remaining arrangements, agreement and details needed to finish this transaction. Here is a list of their concerns and requests regarding the use of the property following its transfer to the Chehalem Park and Recreation District (hereafter "CPRD").

1. The Board requests that, in return for receiving ownership of the land, CPRD will take over and pay the Foundation's debts. (See the attached financial statement showing that their debt is approximately \$260,000.)
2. The Foundation plans to keep its remaining assets, which have a value of approximately \$94,273, to fund annual donations to a scholarship fund to be used exclusively for college scholarships to people in the Yamhill County area.
3. Foundation requests that the land transferred to CPRD be permanently protected from further residential or commercial development, and the agricultural land be kept permanently available for agricultural uses.
4. They would like CPRD to agree that it will forever own and manage the land, as public land under the jurisdiction of CPRD, and that no portion of the property will be sold or transferred to another owner in the future.
5. They would like CPRD to agree that while the forested land can be managed, thinned and select-cut, there will never be any clear cutting of the forests allowed.

***"Helping the People Who Change the World"***

Director: David E. Atkin, Attorney at Law  
590 W. 13<sup>th</sup> Avenue, Eugene, Oregon 97401  
MAIL: P.O. Box 10008, Eugene, Oregon 97440  
Phone (541)342-6336 Fax (541)484-3926



6. They request that CPRD save and repair the buildings and outbuildings if at all possible, and agree that no buildings will be removed or destroyed unless there is no way to save or repair them. This includes "Bob's garden shed," and the other outbuildings.
7. Regarding the management and operations on the land, they have the following requests:
  - A. Steve Harvey is currently farming the fields. He has done a wonderful job. His current contract allows Steve to farm the fields goes through 11/15/2014. They would like his contract to be renewed.
  - B. That there be just one entrance into the park trails, and other entrances be closed.
  - C. That the Washington County Sheriff's Posse is allowed to continue holding their annual poker ride in July using the trails.
  - D. They would like to see a small museum established at the Farmhouse and out buildings displaying the historical items.
  - E. That all unfenced areas, including areas such as the parking lot and Bert's 80' portion of the land, to be fenced in.
  - F. That Bob's corner be named and sign(s) made and displayed giving the biography of his life and related historical information.
  - G. That the property be well maintained, with road sides mowed, fences maintained and blackberry plants removed.
  - H. They would like you to know that Tom Avgerakis has been allowed to harvest the hay in return to work on restoring the old Parrot house.
  - I. They would like CPRD to let the Foundation know what farm equipment, if any, it is interested in keeping.
8. Finally, they request that the following people not be allowed on the property, or to have any involvement or association with the property, or with the operation of the property: Elizabeth Rhode, JW Weeks, Robert Blocker, Bryant & Betty Rhode, Elizabeth Rhode's family (including her children, grandchildren, nieces, nephews and sister), Mike Barnes, Scott McLean, Leann Bennett, Ron Waldo, Jim and Donna Singer.

Please let us know if CPRD has any questions or concerns about these requests. Thank you very much.

Sincerely yours,



David E. Atkin, Attorney  
Atkin & Associates Center for Nonprofit Law

**BROWN, TARLOW, BRIDGES  
& PALMER, PC**  
Attorneys at Law

ALLYN E. BROWN  
JOHN T. BRIDGES  
STEPHEN C. PALMER  
RICHARD P. BROWN

DONALD O. TARLOW  
Retired



**COPY FOR YOUR  
INFORMATION**

515 E. FIRST STREET  
NEWBERG, OREGON 97132  
TELEPHONE: (503) 538-3138  
FACSIMILE: (503) 538-9812  
[www.newberglaw.com](http://www.newberglaw.com)

September 27, 2013

~~Atkin & Associates  
Center for Nonprofit Law  
PO Box 10008  
Eugene, OR 97440~~

Re: *Rilee Foundation / Chehalem Park and Recreation District*

Dear David:

Thank you for your letter of September 12, 2013. The Park District is very excited over the potential acquisition of the Rilee Parrot Mountain property and working with the Foundation, to preserve as best it can, Mrs. Rilee's vision for the property. However, as you well know, Chehalem Park and Recreation District is a public body bound by statutory laws and fiscal restraints which impact just what it can and cannot do to meet the Foundation's criteria for selling the property. What follows is CPRD's Board's response to each of the criteria contained in your letter, stated in the order you presented them.

1. The transaction purchase price cannot be that "we pay the Foundation's debts." CPRD can only buy the property for a specific dollar amount for which it must budget. CPRD is prepared to pay the sum of \$270,000. It will be the Foundation's obligation to determine and pay their debts out of the purchase price and bear the responsibility if additional debts should later arise.

Further, it would help CPRD if the closing of the transaction was scheduled for July 7, 2014. By setting the closing date in July of 2014, CPRD will have the benefit of budgeting the purchase price over two fiscal years.

2. CPRD applauds the effort to establish a scholarship fund. I know from personal experience that the Oregon Community Foundation has a very efficient high school scholarship program which the Foundation could utilize for the distribution of its remaining assets. As I understand the issue, CPRD will have no responsibility in this regard.

David Atkin

Re: *Rilee Foundation / Chehalem Park and Recreation District*

September 27, 2013

Page 2

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3. The statutory purpose and mission of CPRD is to provide recreational opportunities for the citizens of Yamhill County. CPRD is willing to agree that the Parrot Mountain property would be permanently protected from residential and commercial development (excluding any CPRD revenue generating activities), but cannot agree that the land currently under cultivation will be preserved for agricultural purposes. For the time being, it is CPRD's intention to continue the agricultural uses presently in place, but in the future CPRD must be free to change any agricultural use if the Board deems it appropriate to meet its public mandate.
4. CPRD has never sold or disposed of any significant portion of land that has been donated to it, and has no intention of selling or trading the Parrot Mountain property. However, a provision that none of the property can be sold or transferred is problematic. From past experiences, CPRD has found that in certain cases it has been in the best public interest to have the ability to trade and sell portions of property to settle boundary disputes, improve public access and, for practical purposes to reconfigure boundaries of parcels under its ownership. The CPRD Board requests that the Foundation either not insist on this condition based upon the District's past experience of being good stewards of the public land it owns, or at least agree to language that gives leeway for the District to address the issues previously mentioned.
5. This condition is acceptable.
6. The Board agrees that it will use its best efforts to save and repair the building and outbuildings on the property. However, in all cases CPRD's ability to expend funds to save and repair buildings is first conditioned upon CPRD having the requisite property tax revenue available through its regular budgeting process. Further, CPRD must have the ability and sole discretion to destroy any building which it determines, in its best judgment, to be uneconomical to maintain, a hazard, or an attractive nuisance. Having said this, the Board is of the opinion that none of the buildings referenced in this condition are in these categories.
- 7A. CPRD will honor the farming contract with Steve Harvey through 11/15/2014. After that, the farming contract will be granted based upon obtaining competitive proposals, in which Mr. Harvey can certainly participate.
- 7B. Park District personnel must have the ability and authority to determine what park trails are open to the public and what are closed, and what entrances can be used. Having said that, the Park Board would certainly consider input from the neighbors and Foundation members in this regard.
- 7C. CPRD is in agreement the Washington County Sheriff's Posse may continue to have

David Atkin

Re: *Rilee Foundation / Chehalem Park and Recreation District*

September 27, 2013

Page 3

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their annual poker ride. CPRD has a scheduling procedure for these types of events in which the Posse must participate.

7D. CPRD is not opposed to a small museum established at the Farmhouse. As mentioned earlier, CPRD can acknowledge its best intentions to provide such a facility, however, whether or not one comes to fruition depends upon availability of tax revenue and the museum being economically viable.

7E. The CPRD Board is uncertain over what areas not already fenced, need to be fenced, but is agreeable to install any appropriate fencing.

7F. The CPRD Board is agreeable to reasonable memorial signage. However, the Board will look to the Foundation to provide the details for Bob's biography and related historical information, as well as cooperating with CPRD staff to determine where the sign(s) should be located.

7G. This condition is acceptable.

7H. The efforts of Tom Avgerakis are noted.

7I. The CPRD Board is not clear on what is intended concerning the farm equipment. As part of the purchase price, CPRD would accept any usable equipment and museum quality pieces. I suggest you prepare an inventory of items and clarify the issue.

8. All property of CPRD within certain practical limitations must be open to all members of the public. Legally, CPRD cannot exclude the people you indicate.

Please review these responses with the Foundation members, and let me know if the transaction is still viable. I am writing you this letter on the eve of leaving for three weeks' vacation. Hopefully, during that time you will be able to meet with your clients and we can discuss these issues upon my return.

Yours very truly,

BROWN, TARLOW, BRIDGES & PALMER, PC

/s/ Allyn E. Brown

Allyn E. Brown

AEB:lm

cc: Don Clements / Chehalem Park and Recreation District

LEASE OPTION

THIS LEASE made by THE CRYSTAL DAWN SMITH RILEE FOUNDATION (a private foundation dated August 6, 2003, which is an IRC 501(C)(3) tax exempt organization), and existing under the laws of the State of Oregon, herein called "Owner", and THE CHEHALEM PARK AND RECREATION DISTRICT, a political subdivision of the State of Oregon, herein called "Tenant", as follows:

AGREEMENT:

The above-named Owner agrees to lease to the above-named Tenant and the Tenant agrees to take from the Owner, on the terms and conditions hereinafter set forth the leased premises hereinafter described.

LEASE PREMISES:

The property covered by this lease is all that property described in Exhibit A, attached hereto and by this reference incorporated herein.

TERM OF LEASE:

The term of this lease and the obligation of Tenant to pay rent shall begin retroactive on the first day of November, 2013, and shall expire on December 1, 2014.

RENT:

(a) The cash rent for this lease shall be one lump-sum payment of One Hundred Fifty Thousand and No/100 Dollars (\$150,000.00), payable on the execution of this lease, the receipt of which is hereby acknowledged.

(b) As additional rent, Tenant shall pay and be solely responsible for all charges for heat, water, gas, electricity and any other utilities used or consumed by Tenant, or any of Tenant's subleases, invitees and guests, in or upon the lease premises, including the two residential structures situated thereon and all outbuildings. Owner shall not be liable for any interruption or failure in the supply of any utility to the lease premises.

TAXES AND ASSESSMENTS:

As additional rent, Tenant shall pay all real property taxes that may be assessed and levied against the land and improvements on the lease premises, prorated as of November 1, 2013.

///

///

### DELIVERY OF POSSESSION:

The Owner shall deliver possession of the leased property on the day of the execution of this agreement. If for any reason Owner cannot so deliver possession at the commencement of the lease term, this lease shall not be void or voidable nor shall the Owner be liable to the Tenant for any loss or damage resulting therefrom but there shall be an abatement of rent for the period between the commencement of the lease term and the time when the possession is delivered by Owner.

### USE OF PREMISES:

(a) The premises being leased consists of approximately 327 acres, plus or minus, of forest and pasture land, two residences and several outbuildings. Tenant's authorized uses of the lease premises shall include, and not be limited to, the following: 1) park, playground and recreational facilities; 2) camping and picnic facilities; 3) hiking and nature trail facilities; 4) horseback trail riding facilities, 5) corral, arena and other riding facilities; 6) agricultural barn and maintenance facilities, 7) commercial retreat and public event center facilities; 8) museum and interpretive center facilities; 9) sport facilities and 10) all infrastructure (including roads and vehicle parking lots) necessary and appropriate for the implementation of any and all of the above activities.

(b) Subject to the availability of tax revenue and Tenant determining, in its sole discretion, that the project is economically viable, Tenant shall use its best efforts to convert the small outbuilding by the farmhouse to a museum with artifacts provided by Owner.

(c) Tenant shall fence in an existing parking lot and "Burt's 80" portion of the premises with the choice of fencing material left to Tenant's sole discretion.

### UTILITIES:

Tenant shall be solely responsible for and will promptly pay all charges for heat, water, gas, electricity, and any other utilities used or consumed in the leased premises. Owner shall not be liable for any interruption or failure in the supply of any utility to the leased premises.

### RESTRICTIONS ON USE OF PREMISES:

The following restrictions shall apply to Tenant's use of the premises both during the term of this lease and Tenant's actual ownership of the premises should Tenant exercise its option to purchase the premises.

(a) These premises shall not be used for residential or commercial development.

(b) Except as may be reasonably prudent for purposes of settling quiet title suits, settlement of boundary disputes, public access and utility installations and reasonable boundary reconfigurations of the parcels, none of the lease premises shall be assigned or alienated by Tenant, and none of the lease premises, once acquired by Tenant, shall ever be sold, subdivided or transferred by Tenant to a third party without Owner's consent being first had and obtained.

(c) Except for selective cutting and forest thinning in accord with good forest management practices and such cutting as may be necessary to accommodate Tenant's permitted uses of the premises, no clear cutting of the standing timber on the property shall be allowed.

CONDITION OF PROPERTY:

At the commencement of the term of this lease, the Tenant shall accept the leased premises and any equipment in or on the leased premises in their existing condition. No representations, statements or warranty expressed or implied have been made by or on behalf of the Owner as to such condition or as to the use that may be made of such property. In no event shall the Owner be liable for any defect in such property or for any limitation upon its use.

This lease is made by the Owner and accepted by the Tenant subject to the following:

- (a) Right of tenants, licensees, concessionaires or occupants in possession.
- (b) Any statement of facts that an accurate survey or inspection would show.
- (c) Any presently existing defects of title, easements, covenant, encumbrance or restriction, mortgage or deed of trust, agreement and lien affecting the leased property.
- (d) All zoning regulations affecting the leased property now or hereafter enforced.
- (e) Encroachment of the leased property on any street or on adjacent property.

MAINTENANCE OF THE PREMISES:

(a) Tenant will at all times keep and maintain all the improvements on the premises in reasonable repair and not commit or allow to be committed any waste or strip thereof; and, upon the expiration of this lease or any renewal thereof, or upon the termination thereof, an agreement is made by Tenant to deliver the premises to Owner in as good a state and condition as the same were at the commencement of the term of this lease, reasonable wear and tear thereof, fire and other unavoidable causes not the result of carelessness, negligence or improper conduct by Tenant or the patrons, agents or service of Tenant. PROVIDED, HOWEVER, Tenant, in its discretion, shall have the authority to destroy any building which it determines in its best judgment to be uneconomical to maintain, a hazard to the general public or an attractive nuisance.

(b) A portion of the lease premises consists of agricultural land, and Tenant shall maintain such land in good farm-like manner, and shall practice and follow all standards of accepted practices of farming and animal husbandry. Tenant shall take whatever steps are necessary to control tansy, ragweed, blackberry plants, Canadian thistle, bullthistle and other noxious weeds. Tenant shall mow all roadsides as needed where reasonably physically possible.

///

(c) The agricultural property is presently under farm lease with Steve Harvey. By executing this lease, Owner transfers all interest it has in the Harvey Farm Lease, including all rights to rents and/or crop share, to Tenant, and Tenant agrees that it will honor the farming contract with Steve Harvey through November 15, 2016. Thereafter, Steve Harvey shall be entitled to participate in submitting competitive proposals to Tenant for future farming rights.

INDEMNIFY AND HOLD HARMLESS:

(a) Tenant will indemnify and hold harmless Owner from any and all claims, actions, damages, liability and expense in connection with damage to persons or property arising from any occurrence in, upon, or at the leased premises or the sidewalks or areas adjoining the same, or the occupancy or use by Tenant, or the invitees or licensees of Tenant, of the leased premises or common ways when occasioned, wholly or in part, by any act or omission for which Tenant, or the agents, contractors, employees, servants, lessees, concessionaires, or invitees of Tenant, shall be legally liable. In case Owner shall, without any fault on the part of Owner, be made a party to any litigation commenced by or against Tenant, then Tenant shall proceed to hold Owner harmless and pay all costs, expenses, and attorney's fees incurred or paid by Owner in connection with such litigation.

(b) Neither the Owner nor the Tenant shall be liable to the other for a loss arising out of damage to or destruction of the leased premises, or the building, or improvement of which the leased premises are a part, or with which they are connected, or the contents of any thereof, when such loss is caused by any of the perils which are or could be included within or insured against by a standard form of fire insurance with an extended coverage, including sprinkler leakage insurance, if any. All such claims for any and all loss, however caused, hereby are waived. Such absence of liability shall exist whether or not the damage or destruction is caused by the negligence of either Owner or Tenant or by any of their respective agents, servants, employees or invitees of Tenant. It is the intention and agreement of the Owner and the Tenant that the rentals reserved by this lease have been fixed in contemplation that each party shall fully provide his own insurance protection at his own expense and that each party shall look to his respective insurance carriers for reimbursement of any such loss, and further, that the insurance carriers involved shall not be entitled to subrogation under any circumstances against any party to this lease. Neither the Owner nor the Tenant shall have any interest or claim in the other's insurance policy or policies, or the proceeds thereof, unless specifically covered therein as a joint insured.

INSURANCE:

At all times during the term of this lease, Tenant shall, at Tenant's sole expense, maintain in full force a liability insurance policy insuring Tenant in the minimum amount of \$250,000.00 per occurrence, and in the minimum amount of \$1,000,000.00 in the aggregate, against any and all liability of Tenant with respect to the premises and under this lease, or arising out of the maintenance, use or occupancy of the premises by Tenant, for damage to persons or property in, upon or about the premises. Tenant shall, at its own expense, insure all of Tenant's property upon the premises, of whatsoever nature, against loss of any sort; and Tenant shall provide fire and casualty insurance on the buildings and improvements for their full insurable value. Tenant shall cause Owner to be named as an "additional insured" on any liability or property loss insurance policy



purchased under this paragraph with such loss payable to Owner and Tenant as their interest shall appear; each such policy shall provide that the policy may not be cancelled or modified without at least ten (10) days' prior written notice to Owner. Tenant shall provide Owner with the declaration sheet or sheets for any insurance policy or policies at time of commencement of such policy or policies and upon renewal of such policy or policies with each term of insurance. If at any time Owner requests Tenant to provide Owner with a copy of any insurance policy, Tenant shall promptly provide that copy. Any casualty loss insurance proceeds received by Owner and not used in rebuilding shall be credited against Tenant's option purchase price hereinafter stated, with any excess transferred to Owner upon receipt.

#### MEMORIAL SIGNAGE:

With input from Owner, Tenant, at Tenant's cost, shall cause to be manufactured and installed reasonable memorial signage to commemorate the life of Crystal Dawn Smith Rilee and her ancestors who homesteaded the lease premises.

#### PERSONAL PROPERTY:

All personal property remaining on the premises, but excluding the property owned by the sub-tenants of the residences, if any, as of the date of the signing this lease, shall become the sole and separate property of Tenant at no further cost to Tenant.

#### NOTICE OF DEFAULT:

Tenant shall not be deemed in default for failure to perform any covenant or condition of this agreement until notice of such default has been given to Tenant and Tenant has failed to remedy such default, or initiated corrective measures to remedy such default, within sixty (60) days after giving of notice. Notice of default for this purpose shall be deemed to have been given by the deposit in the mails of a certified letter containing such notice addressed to Tenant at the address herein set forth.

#### DEFAULT AND RE-ENTRY:

In the event Tenant shall be in default hereunder, Owner, or those having the estate of Owner in the premises, may without any further notice whatever elect to terminate this lease. In the event of the termination of the lease by default of the Tenant or by expiration of the term of the lease, Owner or those having the estate of Owner in the premises may, immediately or at any time thereafter during the continuance of such default, enter said premises or any part thereof, repossess the same and expel the Tenant and those claiming under Tenant.

#### OTHER REMEDIES:

The aforesaid remedies of Owner shall not prejudice any remedy or remedies that Owner might otherwise have for the collection of unpaid rents or for breach of covenant that may be available to Owner under applicable State law.

ACCESS:

Tenant shall allow Owner access to the premises at all reasonable times for the purpose of inspection.

OPTION OF TENANT TO PURCHASE:

(a) Provided Tenant shall have observed and complied with all the terms and conditions of this lease required of Tenant, Tenant shall have the option to purchase the above-described property at any time within the duration of this lease. The option purchase price shall be the sum of Two Hundred Eighty Thousand and No/100 Dollars (\$280,000.00).

(b) The option purchase price being thus established, it shall be paid in cash. The lump sum cash rental payment of One Hundred Fifty Thousand and No/100 Dollars (\$150,000.00) shall be applied as a credit against the purchase price, with the remaining sum of One Hundred Thirty Thousand and No/100 Dollars (\$130,000.00) being due and payable at closing.

(c) In the event Tenant exercises this option to purchase, Owner shall convey to Tenant by Warranty Deed, the property set forth in Exhibit A free from all encumbrances except easements and its findings of record. Specifically, the Deed of Trust for the benefit of First Federal Savings and Loan recorded on June 26, 2008, in Yamhill County Deed and Mortgage Records as document No. 201303835, shall be paid in full in escrow out of the balance of the option price. Provided however, during the lease term Tenant shall make the minimum monthly mortgage payment as they come due from any rent payments received from the existing residential renter. Tenant shall be entitled to receive from Owner, at Tenant's expense, an Owner's title insurance policy insuring marketable title in and to the premises, saving and excepting the usual printed exceptions, easements, and the building restrictions now of record, if any.

(d) This option shall be exercised by Tenant giving Owner written notice of the intention of Tenant to exercise the option prior to the termination of this lease. In the event Tenant gives notice of its intent to exercise the option, an escrow account shall be opened at First American Title Insurance Company, Newberg Branch, and Tenant shall have thirty (30) days from being notified of the escrow within which to tender to the escrow agent the full amount of the purchase price, less credit for the cash rent paid. If the funds are not so received within this time period, the option shall then become null and void.

(e) Tenant shall purchase the premises "AS IS." Owner makes no warranties, promises or covenants to Tenant regarding the condition of the premises, any wells or existing septic systems on the premises or the status of Tenant's record title to the premises. However, Tenant shall have the right to pay off and satisfy any money judgment or lien against Owner placed on the property after the date of this agreement, and to deduct the amounts so paid from the remaining cash payment due on Owner's option price.

///

WAIVER:

The waiver by the Owner of any breach of any term, covenant, or condition of this lease shall not be deemed to be a waiver of any past, present, or future breach of the same or any other term, covenant, or condition of the lease. The acceptance of rent by the Owner hereunder shall never be construed to be a waiver of any term of the lease. No payment by Tenant or receipt by Owner of a lesser amount than shall be due according to the terms of this lease shall be deemed or construed to be other than on account of the earliest rent due, nor shall any endorsement or statement on any check or letter accompanying any payment be deemed to create an accord and satisfaction.

REQUIREMENT OF PERFORMANCE:

Time is of the essence of this agreement.

ASSIGNMENT AND SUBLETTING:

The Tenant shall not assign this lease in whole or in part, nor sublet all or any part of the leases premises (excepting the two residences), without prior written consent of the Owner in each instance, which consent will not be unreasonably withheld. The Owner reserves the right to impose such conditions upon assignment or subletting as in the circumstances may be reasonable and necessary. Notwithstanding any assignment or sublease, the Tenant shall remain fully liable on this lease, and shall not be released from performing any of the terms, covenants and conditions of the lease.

QUIET ENJOYMENT:

Upon payment of rents herein provided, and upon the observance and performance of all covenants, terms and conditions on the part of Tenant, Owner covenants that Tenant shall peaceably and quietly hold and enjoy the leased premises for the term herein demised without hindrance or interruption by Owner or any other person or persons lawfully or equitably claiming by, through or under the Owner.

FORCE MAJEURE:

In the event that either party shall be delayed, hindered or prevented in the performance of any act required hereunder except the payment of rents or additional rent, by reason of strikes, lockouts, inability to procure materials, failure of power, restrictive regulations, riots, weather, or any other reason of like nature not the fault of the party delayed in performing work or doing acts required, then performances of such acts shall be excused for the period of the delay and the period of the performance of any such act shall be extended for a period equivalent to the period of such delay.

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///

NOTICE:

Any notice by Tenant to Owner must be served by certified or registered mail, postage prepaid, addressed to Owner at the address above given, or at such other address as Owner may designate by written notice. Any notice by Owner to Tenant must likewise be by certified or registered mail, postage prepaid, addressed to Tenant at the leased premises.

RECORDING:

A memorandum of this lease/option agreement between the parties shall be executed at closing and recorded in the Deed and Mortgage Records of Yamhill County, Oregon.

CONSTRUING THIS LEASE:

(a) The captions appearing in this lease are inserted only as a matter of convenience and in no way define, limit, construe, or describe the scope or intent of such sections of this lease nor in any way affect its meaning.

(b) If any terms, limits, or conditions of this lease or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of the lease, or its application to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby and each term, covenant, or condition of the lease shall be valid and in force to the fullest extent permitted by law.

(c) Nothing contained in this lease shall be deemed or construed by the parties or any third person to create the relationship of principal and agent, or of partnership, or of joint venture, or any association whatsoever between Owner and Tenant. Neither the method of computation of rent, nor any other provisions contained in the lease, nor any acts of the parties hereto shall be deemed to create any relationship between the Owner and Tenant other than the relationship of Owner and Tenant.

DEFAULT COSTS:

In the event this lease is in default, Tenant agrees to pay Owner<'s> reasonable collection costs including, but not limited to, attorneys fees even though no suit or action is filed. In the event suit or action is filed to enforce any of the provisions hereof, the losing party agrees to pay the reasonable costs and attorneys fees of the prevailing party, including appeals, as fixed by the court.

AUTHORITY TO EXECUTE LEASE OPTION:

The signees of both Owner and Tenant hereinafter identified acknowledge and represent to one another that they have been authorized by the Board of Directors of their respective organizations whom they represent to execute this Lease on behalf of their organization.

///

IN WITNESS WHEREOF, Owner and Tenant have signed their names and affixed their seals the day and year which appear opposite their signatures.

Dated: 1-29-14

Dated: 1/24/14

**OWNER**  
CRYSTAL DAWN SMITH RILEE  
FOUNDATION

**TENANT**  
CHEHALEM PARK & RECREATION  
DISTRICT

By: *Kristi Pfarr*  
**Kristi Pfarr, President**

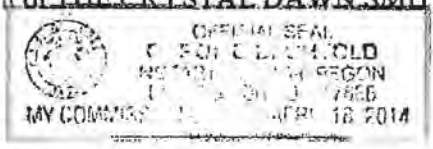
By: *Mike McBride*  
**Mike McBride, President**

Address:  
14808 SW Lowell Lane  
Sherwood, Oregon 97140

By: *Don Clements*  
**Don Clements, Executive Director**  
Address:  
125 South Elliott Road  
Newberg, Oregon 97132

STATE OF OREGON        )  
  ) ss.  
County of Yamhill        )

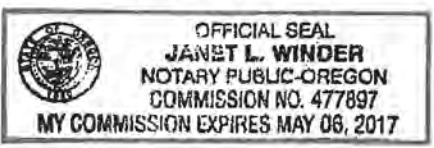
On the 29<sup>th</sup> day of January, 2014, personally appeared the above named Kristi Pfarr as President of THE CRYSTAL DAWN SMITH RILEE FOUNDATION.



*Carol C. Beckford*  
Notary Public for Oregon

STATE OF OREGON        )  
  ) ss.  
County of Yamhill        )

On the 24<sup>th</sup> day of January, 2014, personally appeared the above named Mike McBride, as President, and Don Clements, as Executive Director, of THE CHEHALEM PARK AND RECREATION DISTRICT.



*Janet L. Winder*  
Notary Public for Oregon

## EXHIBIT 'A'

### LEGAL DESCRIPTION:

#### PARCEL 1:

Beginning at the Southeast corner of the Southeast quarter of the Southwest quarter of the Southwest quarter of Section 13 in Township 3 South of Range 2 West of the Willamette Meridian in Yamhill County, Oregon; thence running North parallel with the West line of said Section 13, 208.7 feet; thence West parallel with the South line of said Section 13, 208.7 feet; thence South parallel with the West line of said Section 13, 208.7 feet to the South line of said Section 13 and thence East following the South line of said Section 13, 208.7 feet to the place of beginning.

Tax Parcel Number: R3213-2300

#### PARCEL 2:

The Northeast Quarter (1/4) of the SE Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon.

EXCEPTING THEREFROM that portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

ALSO EXCEPTING THEREFROM the following described property:

Beginning at a brass disk located at the Northeast corner of the Southeast one-quarter of said Section 24; thence along the North line of the said Southeast one-quarter, North 88°11'36" West a distance of 1319.70 feet to a 5/8 inch iron rod located at the Northwest corner of the Northeast one-quarter of said Southeast one-quarter; thence South 87°54'20" East a distance of 1319.73 feet to a point on the East line of said Southeast one-quarter; thence along the East line of said Southeast one-quarter, North 01°41'32" East a distance of 6.63 feet to the Point of Beginning.

Tax Parcel Number: R3224-100

#### PARCEL 3:

Beginning at a 3/4" iron pipe set in the Northwest corner of the Northeast Quarter of the Northwest Quarter of Section 24, of Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon; thence North 89°51'44" East along the Section Line 729.25 feet; thence South 8°15'30" East 592.89 feet, approximately along the center line of county Road #43A to a 5/8" rod; thence South 89°51'44" West 814.68 feet to a 5/8" iron rod; thence North 0°01'35" East 586.95 feet to the place of beginning and containing 10.40 acres more or less.

EXCEPT that portion lying with County Road #43A.

Tax Parcel Number: R3224-300

PARCEL 4:

All of the West one-half (1/2) of the Northwest Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, containing 80 acres more or less, County of Yamhill, State of Oregon.

Tax Parcel Number: R3224-900

PARCEL 5:

A parcel situated, lying and being in the County of Yamhill, State of Oregon, and being particularly described as 30 acres off of and from the North half of the East half of the Southwest Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian in said County and State, excepting therefrom any portion lying within the right of way of County Road No. 143 (Parrett Mountain Road).

Tax Parcel Number: R3224-1100

PARCEL 6:

The Northwest Quarter (1/4) of the Southeast Quarter (1/4) of Section 24, in township 3 South, of Range 2 West of the Willamette Meridian, containing forty (40) acres, more or less, in the County of Yamhill and State of Oregon.

Tax Parcel Number: R3224-1101

PARCEL 7:

Situate, lying and being in the County of Yamhill, State of Oregon, and being particularly described as the East half of the Southwest quarter of Section 24, in Township 3 South, Range 2 West of the Willamette Meridian in said County and State; saving and excepting therefrom that certain 30 acres off of and from the North end thereof conveyed to Forrest P. Smith; and ALSO the Southwest Quarter of the Southeast Quarter of Section 24, in Township 3 South, Range 2 West, of the Willamette in Yamhill County, Oregon.

Tax Parcel Number: R3224-1200

PARCEL 8:

A portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

Tax Parcel Number: R3224-1300

PARCEL 9:

The Southeast Quarter of the Southeast Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian, in Yamhill County, State of Oregon.

Tax Parcel Number: R3224-1400

## Business Registry Business Name Search

[New Search](#)

### Business Entity Data

09-14-2023

09:28

Registry Nbr	Entity Type	Entity Status	Jurisdiction	Registry Date	Next Renewal Date	Renewal Due?
165015-95	DNP	INA	OREGON	08-06-2003		
<b>Entity Name</b> CRYSTAL DAWN SMITH RILEE FOUNDATION						
<b>Foreign Name</b>						
<b>Non Profit Type</b> PUBLIC BENEFIT						

[New Search](#)

### Associated Names

<b>Type</b>	PPB	PRINCIPAL PLACE OF BUSINESS			
<b>Addr 1</b>	10500 NE PARRETT MOUNTAIN RD				
<b>Addr 2</b>					
<b>CSZ</b>	NEWBERG	OR	97132	<b>Country</b>	UNITED STATES OF AMERICA

Please click [here](#) for general information about registered agents and service of process.

<b>Type</b>	AGT	REGISTERED AGENT		<b>Start Date</b>	07-29-2009	<b>Resign Date</b>	
<b>Name</b>	KRISTI PFARR						
<b>Addr 1</b>	14808 SW LOWELL LN						
<b>Addr 2</b>							
<b>CSZ</b>	SHERWOOD	OR	97140	<b>Country</b>	UNITED STATES OF AMERICA		

<b>Type</b>	MAL	MAILING ADDRESS			
<b>Addr 1</b>	10500 NE PARRETT MOUNTAIN RD				
<b>Addr 2</b>					
<b>CSZ</b>	NEWBERG	OR	97132	<b>Country</b>	UNITED STATES OF AMERICA

<b>Type</b>	PRE	PRESIDENT			<b>Resign Date</b>		
<b>Name</b>	KRISTI PFARR						
<b>Addr 1</b>	14808 SW LOWELL LN						
<b>Addr 2</b>							
<b>CSZ</b>	SHERWOOD	OR	97140	<b>Country</b>	UNITED STATES OF AMERICA		

<b>Type</b>	SEC	SECRETARY			<b>Resign Date</b>		
<b>Name</b>	KRISTI PFARR						
<b>Addr 1</b>	14808 SW LOWELL LN						
<b>Addr 2</b>							
<b>CSZ</b>	SHERWOOD	OR	97140	<b>Country</b>	UNITED STATES OF AMERICA		



[New Search](#)







## Name History

Business Entity Name	Name Type	Name Status	Start Date	End Date
CRYSTAL DAWN SMITH RILEE FOUNDATION	EN	CUR	08-06-2003	

Please [read](#) before ordering [Copies](#).

[New Search](#)

## Summary History

Image Available	Action	Transaction Date	Effective Date	Status	Name/Agent Change	Dissolved By
	ARTICLES OF DISSOLUTION	12-31-2014		FI		
	ADMINISTRATIVE DISSOLUTION	10-03-2014		SYS		
	AMENDED ANNUAL REPORT	11-15-2013		FI		
	AMENDED ANNUAL REPORT	08-16-2012		FI		
	AMENDED ANNUAL REPORT	08-24-2011		FI		
	AMENDED ANNUAL REPORT	08-11-2010		FI		
	AMENDED ANNUAL REPORT	07-29-2009		FI	Agent	
	ANNUAL REPORT	07-07-2008		FI		
	AMENDED ANNUAL REPORT	08-15-2007		FI	Agent	
	CHANGE OF REGISTERED AGENT/ADDRESS	06-15-2007		FI	Agent	
	ANNUAL REPORT PAYMENT	08-04-2006		SYS		
	ANNUAL REPORT PAYMENT	08-10-2005		SYS		
	CHANGE OF REGISTERED AGENT/ADDRESS	11-12-2004		FI	Agent	
	REINSTATEMENT AMENDED	11-12-2004		FI		
	ADMINISTRATIVE DISSOLUTION	10-08-2004		SYS		
	ARTICLES OF INCORPORATION	08-06-2003		FI	Agent	



Articles of Dissolution - Nonprofit

Secretary of State - Corporation Division - 266 Capitol St. NE, Suite 161 - Salem, OR 97310-1327 - <http://www.FilingInOregon.com> - Phone: (503) 986-2200

FILED

DEC 31 2014

OREGON SECRETARY OF STATE

REGISTRY NUMBER: 165015-95

In accordance with Oregon Revised Statute 102.410-102.400, the information on this application is public record. We must release this information to all parties upon request and it will be posted on our website.

For office use only

Please Type or Print Legibly in Black Ink. Attach Additional Sheet if Necessary.

1) NAME OF CORPORATION: The Crystal Dawn Smith Rilee Foundation

2) DATE DISSOLUTION WAS AUTHORIZED: 12/16/2014

The dissolution was approved by a sufficient vote of the board.

3) CHECK THE APPROPRIATE STATEMENT:

Approval of members was not required and dissolution was approved by a sufficient vote of the board of directors or incorporators.

Membership approval was required.

The vote was as follows:

Class(es) entitled to vote	Number of members entitled to vote	Number of votes entitled to be cast	Number of votes cast FOR	Number of votes cast AGAINST

4) NOTICE OF DISSOLUTION: (Public benefit and religious corporations)  
Have you sent a notice of dissolution to the Charitable Activities Section of the Attorney General?  
For more information, see: [www.dcj.state.or.us/char/groups/ynw/char](http://www.dcj.state.or.us/char/groups/ynw/char)

Yes or  No

5) EXHIBITION: (Must be signed by at least one officer or director.)  
By my signature, I declare as an authorized authority, that this filing has been examined by me and is, to the best of my knowledge and belief, true, correct, and complete. Making false statements in this document is against the law and may be penalized by fines, imprisonment or both.

Signature:

Printed Name:

Title:

Danna Kemp

Danna Kemp

Treasurer

CRYSTAL DAWN SMITH RILEE FOUNDA



16501595-15728667

DISART

**FEE'S**

Required Filing Fee: \$50

Processing Fees are non-refundable. Please make checks payable to "Corporation Division."

Fees apply to all filings at [FilingInOregon.com](http://www.FilingInOregon.com). Using the Business Name Search program.



**First American**

*First American Title Company of Oregon*  
825 NE Evans Street  
McMinnville, OR 97128  
Phn - (503)376-7363  
Fax - (866)800-7294  
**READ & APPROVED**

Order No.: 1032-2178315  
January 22, 2014

**FOR QUESTIONS REGARDING YOUR CLOSING, PLEASE CONTACT:**

**JANELL WALKER**, Escrow Officer/Closer  
Phone: (503)538-7361 - Fax: (866)800-7290 - Email: janewalker@firstam.com  
First American Title Company of Oregon  
515 E Hancock, Newberg, OR 97132

**FOR ALL QUESTIONS REGARDING THIS PRELIMINARY REPORT, PLEASE CONTACT:**

**Clayton Carter**, Title Officer  
Phone: (503)376-7363 - Fax: (866)800-7294 - Email: ctcarter@firstam.com

**Amended Supplemental Preliminary Title Report**

**County Tax Lot No.:** R3213-02300, R3224-00100, 00300, 00900, 01100, 01101, 01200, 01300, 01400,  
Newberg, OR 97132

**Proposed Insured Lender:**

2006 ALTA Owners Standard Coverage	Liability \$	280,000.00	Premium \$	900.00
2006 ALTA Owners Extended Coverage	Liability \$		Premium \$	
2006 ALTA Lenders Standard Coverage	Liability \$		Premium \$	
2006 ALTA Lenders Extended Coverage	Liability \$		Premium \$	
Endorsement			Premium \$	
Govt Service Charge			Cost \$	
Other			Cost \$	

We are prepared to issue Title Insurance Policy or Policies of First American Title Insurance Company, a California Corporation in the form and amount shown above, insuring title to the following described land:

The land referred to in this report is described in Exhibit A attached hereto.

and as of January 21, 2014 at 8:00 a.m., title to the fee simple estate is vested in:

Crystal Dawn Smith Rilee Foundation (a private foundation dated 8/6/03 which is an IRC #501 (c)(3) tax exempt organization), as to Parcel 1, 3, 4, 6 and 7;  
Crystal Dawn Smith Rilee Foundation, as to Parcel 2, 5, 8 and 9

Subject to the exceptions, exclusions, and stipulations which are ordinarily part of such Policy form and the following:

This report is for the exclusive use of the parties herein shown and is preliminary to the issuance of a title insurance policy and shall become void unless a policy is issued, and the full premium paid.

First American Title Insurance

Re: *Lease Option Transaction*

*Crystal Dawn Smith Rilee Foundation to Chehalem Park and Recreation District*

Order No. 1032-2178315

January 21, 2014

Page 3 of 3

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authorized to prepare and submit to the parties for signing such escrow instructions as you deem appropriate and necessary to close this transaction as outlined in this letter, provided that such instructions are not in conflict with what I have previously stated. Please submit your escrow instructions and estimated closing statement to Mr. Atkins and myself for our approval prior to closing.

Let me know if you have any questions.

Yours very truly,

BROWN, TARLOW, BRIDGES & PALMER, P.C.



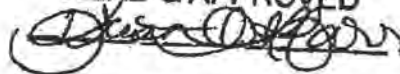
Allyn E. Brown

AEB:lm

Enclosures

cc: Attorney David Atkins (via e-mail to [david@nonprofit-support.com](mailto:david@nonprofit-support.com) w/ attachments)  
Kristi Pfarr (via e-mail to [rkpfarr@msn.com](mailto:rkpfarr@msn.com) w/ attachments)  
Danna Kemp (via e-mail to [ddmkemp@yahoo.com](mailto:ddmkemp@yahoo.com) w/ attachments)  
Don Clements (via e-mail to [dclements@cprdnewberg.org](mailto:dclements@cprdnewberg.org) w/ attachments)

READ & APPROVED



---

Crystal Dawn Smith Rilee Foundation  
14808 SW Lowell Lane  
Sherwood, Oregon 97140  
Grantor

Crystal Dawn Smith Rilee Foundation  
(a private Foundation dated August 6, 2003,  
which is an IRC No. 501(C)(3) tax exempt organization)  
14808 SW Lowell Lane  
Sherwood, Oregon 97140  
Grantee

After recording return to:  
BROWN, TARLOW, BRIDGES & PALMER, P.C.  
515 East First Street  
Newberg, Oregon 97132

Until a change is requested, all  
tax statements shall be sent to:  
NO CHANGE

#### BARGAIN AND SALE DEED

KNOW ALL BY THESE PRESENTS that the Crystal Dawn Smith Rilee Foundation, hereinafter called grantor, for the consideration hereinafter stated, does hereby grant, bargain, sell and convey unto Crystal Dawn Smith Rilee Foundation (a private Foundation dated August 6, 2003, which is an IRC No. 501(C)(3) tax exempt organization), hereinafter called grantee, and assigns, all of that certain real property, with the tenements, hereditaments and appurtenances thereto belonging or in any way appertaining, situated in Yamhill County, State of Oregon, described as follows:

##### PARCEL 2:

The Northeast Quarter (1/4) of the SE Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon.

EXCEPTING THEREFROM that portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

ALSO EXCEPTING THEREFROM the following described property:

Beginning at the brass disk located at the Northeast corner of the Southeast one-quarter of said Section 24; thence along the North line of the said Southeast one-quarter, North 88°11'36" West a distance of 1319.70 feet to a 5/8 inch iron rod located at the Northwest corner of the Northeast one-quarter of said Southeast one-quarter; thence South 87°54'20" East a distance of 1319.73 feet to a point on the East line of said Southeast one-quarter; thence along the East line of said Southeast one-quarter, North 01°41'32" East a distance of 6.63 feet to the Point of Beginning.

Tax Parcel Number: R3224-100

##### PARCEL 5:

A parcel situated, lying and being in the County of Yamhill, State of Oregon, and being particularly described as 30 acres off of and from the North half of the East half of the Southwest Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian in said County and State, excepting therefrom any portion lying within the right of way of County Road No. 143 (Parrett Mountain Road).

Tax Parcel Number: R3224-1100

##### PARCEL 6:

A portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

Tax Parcel Number: R3224-1300

**PARCEL 9:**

The Southeast Quarter of the Southeast Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian, in Yamhill County, State of Oregon.

Tax Parcel Number: R3224-1400

The true and actual consideration paid for this transfer, stated in terms of dollars, is none. This Deed does not represent a sale of the above-described property. This Deed is to clarify the name of the owner of the above-described parcels and to acknowledge that Grantor and Grantee are one and the same organization.

In construing this deed, where the context so requires, the singular includes the plural, and all grammatical changes shall be made so that this deed shall apply equally to businesses, other entities and to individuals.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSONS RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, AND SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009 AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 62.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 26.934, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, AND SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009 AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

IN WITNESS WHEREOF, the grantor has executed this instrument this 29 day of January 2014. Any signature on behalf of a business or other entity is made with the authority of that entity.

*Kristi Pfarr*  
Kristi Pfarr, President  
Crystal Dawn Smith Riley Foundation

STATE OF OREGON )  
                          ) ss.  
County of Yamhill )

This instrument was acknowledged before me on January 29<sup>th</sup>, 2014, by Kristi Pfarr, President of the Crystal Dawn Smith Riley Foundation.

*Carol C. Bechtold*  
Notary Public for Oregon



1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
2. Facts, rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of the land or by making inquiry of persons in possession thereof.
3. Easements, or claims of easement, not shown by the public records; reservations or exceptions in patents or in Acts authorizing the issuance thereof; water rights, claims or title to water.
4. Any encroachment (of existing improvements located on the subject land onto adjoining land or of existing improvements located on adjoining land onto the subject land), encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the subject land.
5. Any lien, or right to a lien, for services, labor, material, equipment rental or workers compensation heretofore or hereafter furnished, imposed by law and not shown by the public records.

**The exceptions to coverage 1-5 inclusive as set forth above will remain on any subsequently issued Standard Coverage Title Insurance Policy.**

**In order to remove these exceptions to coverage in the issuance of an Extended Coverage Policy the following items are required to be furnished to the Company; additional exceptions to coverage may be added upon review of such information:**

- A. Survey or alternative acceptable to the company
  - B. Affidavit regarding possession
  - C. Proof that there is no new construction or remodeling of any improvement located on the premises. In the event of new construction or remodeling the following is required:
    - i. Satisfactory evidence that no construction liens will be filed; or
    - ii. Adequate security to protect against actual or potential construction liens;
    - iii. Payment of additional premiums as required by the Industry Rate Filing approved by the Insurance Division of the State of Oregon
6. Taxes for the year 2013-2014
- |                    |    |   |
|--------------------|----|---|
| Tax Amount         | \$ | 1,345.78                                    |
| Unpaid Balance:    | \$ | 917.61, plus interest and penalties, if any |
| Code No.:          |    | 29.2  |
| Map & Tax Lot No.: |    | R3213-02300                                 |
| Property ID No.:   |    | 27250                                       |
| (Affect Parcel 1)  |    |   |

7. Taxes for the year 2013-2014  
 Tax Amount \$ 475.04  
 Unpaid Balance: \$ 475.04, plus interest and penalties, if any.  
 Code No.: 29.2  
 Map & Tax Lot No.: R3224-00100  
 Property ID No.: 64584  
 (Affect Parcel 2)
8. Taxes for the year 2013-2014  
 Tax Amount \$ 579.81  
 Unpaid Balance: \$ 386.54, plus interest and penalties, if any.  
 Code No.: 29.2  
 Map & Tax Lot No.: R3224-00900  
 Property ID No.: 64762  
 (Affect Parcel 4)
9. Taxes for the year 2013-2014  
 Tax Amount \$ 366.24  
 Unpaid Balance: \$ 244.16, plus interest and penalties, if any  
 Code No.: 29.2  
 Map & Tax Lot No.: R3224-01200  
 Property ID No.: 64842  
 (Affect Parcel 7)
10. Taxes for the year 2013-2014  
 Tax Amount \$ 1,884.27  
 Unpaid Balance: \$ 1,256.18, plus interest and penalties, if any  
 Code No.: 29.2  
 Map & Tax Lot No.: R3224-01300  
 Property ID No.: 64860  
 (Affect Parcel 8)
11. The assessment roll and the tax roll disclose that the within described premises were specially zoned or classified for Farm use. If the land has become or becomes disqualified for such use under the statute, an additional tax or penalty may be imposed.
12. The rights of the public in and to that portion of the premises herein described lying within the limits of streets, roads and highways.
13. Easement, including terms and conditions contained therein:  
 Granted to: Dennis S. Klus  
 For: Access and utility easement  
 Recorded: October 3, 2008  
 Recording Information: Instrument No. 200816746  
 (Affects Parcel 7)



14. Easement, including terms and conditions contained therein:  
 Granted to: PMV LLC, an Oregon limited liability company  
 For: Access and utility easement  
 Recorded: October 3, 2008  
 Recording Information: Instrument No. 200816750  
 (Affects Parcel 9)
15. Line of Credit Trust Deed, including the terms and provisions thereof, given to secure an indebtedness of up to \$100,000.00  
 Grantor: Crystal Dawn Smith Rilee Foundation (a private foundation dated 8/6/03 which is an IRC #501 (c)(3) tax exempt organization)  
 Beneficiary: First Federal S&L Assn. of McMinnville  
 Trustee: David C. Haugeberg, Attorney  
 Dated: June 25, 2008  
 Recorded: June 26, 2008  
 Recording Information: 200810962, Deed and Mortgage Records  
 (Affects Parcel 1)
16. Deed of Trust and the terms and conditions thereof.  
 Grantor/Trustor: Crystal Dawn Smith Rilee Foundation, an Oregon organized not-for-profit  
 Grantee/Beneficiary: Brown, Terlow, Bridges, Palmer & Stone, P.C., a duly organized corporation doing business in the state of Oregon  
 Trustee: First American Title Insurance Company  
 Amount: \$150,000.00  
 Recorded: March 15, 2013  
 Recording Information: 201303835, Deed and Mortgage Records  
 (Affects Parcels 1, 2, 3, 4, 6, 7, 8 and 9)

-END OF EXCEPTIONS -

NOTE: According to the public record, the following deed(s) affecting the property herein described have been recorded within 24 months of the effective date of this report: NONE

NOTE: We find no judgments or United States Internal Revenue liens against Chehalis Park & Recreation

NOTE: Taxes for the year 2013-2014 PAID IN FULL

Tax Amount: 93.10  
 Map No.: R3224-00300  
 Property ID: 64619  
 Tax Code No.: 29.2

(Affect Parcel 3)

**NOTE: Taxes for the year 2013-2014 PAID IN FULL**

Tax Amount: 192.67  
Map No.: R3224-01100  
Property ID: 64824  
Tax Code No.: 29.2  
(Affect Parcel 5)

**NOTE: Taxes for the year 2013-2014 PAID IN FULL**

Tax Amount: 121.97  
Map No.: R3224-01101  
Property ID: 283703  
Tax Code No.: 29.2  
(Affect Parcel 6)

**NOTE: Taxes for the year 2013-2014 PAID IN FULL**

Tax Amount: 30.77  
Map No.: R3224-01400  
Property ID: 64897  
Tax Code No.: 29.2  
(Affect Parcel 9)

**Situs Address as disclosed on Yamhill County Tax Roll:**

10500 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 8)

**Situs Address as disclosed on Yamhill County Tax Roll:**

10500 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 6)

**Situs Address as disclosed on Yamhill County Tax Roll:**

10755 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 5)

**Situs Address as disclosed on Yamhill County Tax Roll:**

12075 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 1)

**THANK YOU FOR CHOOSING FIRST AMERICAN TITLE!  
WE KNOW YOU HAVE A CHOICE!**

**RECORDING INFORMATION**

Filing Address: **Yamhill County**  
535 NE Fifth Street  
McMinville, OR 97128

Recording Fees: \$ 36.00 for the first page  
\$ 5.00 for each additional page



## First American Title Insurance Company

### SCHEDULE OF EXCLUSIONS FROM COVERAGE

#### ALTA LOAN POLICY (06/17/06)

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
  - (i) the occupancy, use, or enjoyment of the Land;
  - (ii) the character, dimensions, or location of any improvement erected on the Land;
  - (iii) the subdivision of land; or
  - (iv) environmental protection;
 or the effect of any violation of these laws, ordinances, or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
- (b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
2. Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
3. Defects, liens, encumbrances, adverse claims, or other matters
  - (a) created, suffered, assumed, or agreed to by the Insured Claimant;
  - (b) not known to the Company, not recorded in the Public Records at Date of Policy, but known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
  - (c) resulting in no loss or damage to the Insured Claimant;
  - (d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risk 11, 13, or 14); or
  - (e) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Insured Mortgage.
4. Unenforceability of the lien of the Insured Mortgage because of the inability or failure of an Insured to comply with applicable doing-business laws of the state where the Land is situated.
5. Invalidity or unenforceability in whole or in part of the lien of the Insured Mortgage that arises out of the transaction evidenced by the Insured Mortgage and is based upon usury or any consumer credit protection or truth-in-lending law.
6. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction creating the lien of the Insured Mortgage, is
  - (a) a fraudulent conveyance or fraudulent transfer; or
  - (b) a preferential transfer for any reason not stated in Covered Risk 13(b) of this policy.
7. Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the Insured Mortgage in the Public Records. This Exclusion does not modify or limit the coverage provided under Covered Risk 11(b).

#### ALTA OWNER'S POLICY (06/17/06)

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
  - (i) the occupancy, use, or enjoyment of the Land;
  - (ii) the character, dimensions, or location of any improvement erected on the Land;
  - (iii) the subdivision of land; or
  - (iv) environmental protection;
 or the effect of any violation of these laws, ordinances, or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
- (b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
2. Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
3. Defects, liens, encumbrances, adverse claims, or other matters
  - (a) created, suffered, assumed, or agreed to by the Insured Claimant;
  - (b) not known to the Company, not recorded in the Public Records at Date of Policy, but known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
  - (c) resulting in no loss or damage to the Insured Claimant;
  - (d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risks 9 and 10); or
  - (e) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Title.
4. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction vesting the Title as shown in Schedule A, is
  - (a) a fraudulent conveyance or fraudulent transfer; or
  - (b) a preferential transfer for any reason not stated in Covered Risk 9 of this policy.
5. Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.

#### SCHEDULE OF STANDARD EXCEPTIONS

1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
2. Facts, rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of the land or by making inquiry of persons in possession thereof.
3. Easements, or claims of easement, not shown by the public records; reservations or exceptions in patents or in Acts authorizing the issuance thereof; water rights, claims or title to water.
4. Any encroachment (of existing improvements located on the subject land onto adjoining land or of existing improvements located on adjoining land onto the subject land), encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the subject land.
5. Any lien or right to a lien, for services, labor, material, equipment rental or workers compensation heretofore or hereafter furnished, imposed by law and not shown by the public records.

NOTE: A SPECIMEN COPY OF THE POLICY FORM (OR FORMS) WILL BE FURNISHED UPON REQUEST

TI 149 Rev. 7-22-08

First American Title

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## First American Title

### Privacy Information

#### We Are Committed to Safeguarding Customer Information

In order to better serve your needs now and in the future, we may ask you to provide us with certain information. We understand that you may be concerned about what we will do with such information - particularly any personal or financial information. We agree that you have a right to know how we will utilize the personal information you provide to us. Therefore, together with our subsidiaries we have adopted this Privacy Policy to govern the use and handling of your personal information.

#### Applicability

This Privacy Policy governs our use of the information that you provide to us. It does not govern the manner in which we may use information we have obtained from any other source, such as information obtained from a public record or from another person or entity. First American has also adopted broader guidelines that govern our use of personal information regardless of its source. First American calls these guidelines its Fair Information Values.

#### Types of Information

Depending upon which of our services you are utilizing, the types of nonpublic personal information that we may collect include:

- Information we receive from you on applications, forms and in other communications to us, whether in writing, in person, by telephone or any other means;
- Information about your transactions with us, our affiliated companies, or others; and
- Information we receive from a consumer reporting agency.

#### Use of Information

We request information from you for our own legitimate business purposes and not for the benefit of any nonaffiliated party. Therefore, we will not release your information to unaffiliated parties except: (1) as necessary for us to provide the product or service you have requested of us; or (2) as permitted by law. We may, however, store such information indefinitely, including the period after which any customer relationship has ceased. Such information may be used for any internal purpose, such as quality control efforts or customer analysis. We may also provide all of the types of nonpublic personal information listed above to one or more of our affiliated companies. Such affiliated companies include financial service providers, such as title insurers, property and casualty insurers, and trust and investment advisory companies, or companies involved in real estate services, such as appraisal companies, home warranty companies and escrow companies. Furthermore, we may also provide all the information we collect, as described above, to companies that perform marketing services on our behalf, on behalf of our affiliated companies or to other financial institutions with whom we or our affiliated companies have joint marketing agreements.

#### Former Customers

Even if you are no longer our customer, our Privacy Policy will continue to apply to you.

#### Confidentiality and Security

We will use our best efforts to ensure that no unauthorized parties have access to any of your information. We restrict access to nonpublic personal information about you to those individuals and entities who need to know that information to provide products or services to you. We will use our best efforts to train and oversee our employees and agents to ensure that your information will be handled responsibly and in accordance with this Privacy Policy and First American's Fair Information Values. We currently maintain physical, electronic, and procedural safeguards that comply with federal regulations to guard your nonpublic personal information.

#### Information Obtained Through Our Web Site

First American Financial Corporation is sensitive to privacy issues on the Internet. We believe it is important you know how we treat the information about you we receive on the Internet.

In general, you can visit First American or its affiliates' Web sites on the World Wide Web without telling us who you are or revealing any information about yourself. Our Web servers collect the domain names, not the e-mail addresses, of visitors. This information is aggregated to measure the number of visits, average time spent on the site, pages viewed and similar information. First American uses this information to measure the use of our site and to develop ideas to improve the content of our site.

There are times, however, when we may need information from you, such as your name and e-mail address. When information is needed, we will use our best efforts to let you know at the time of collection how we will use the personal information. Usually, the personal information we collect is used only by us to respond to your inquiry, process an order or allow you to access specific account/profile information. If you choose to share any personal information with us, we will only use it in accordance with the policies outlined above.

#### Business Relationships

First American Financial Corporation's site and its affiliates' sites may contain links to other Web sites. While we try to link only to sites that share our high standards and respect for privacy, we are not responsible for the content or the privacy practices employed by other sites.

#### Cookies

Some of First American's Web sites may make use of "cookie" technology to measure site activity and to customize information to your personal tastes. A cookie is an element of data that a Web site can send to your browser, which may then store the cookie on your hard drive. [FirstAm.com](http://FirstAm.com) uses stored cookies. The goal of this technology is to better serve you when visiting our Web, save you time when you are here and to provide you with a more meaningful and productive Web site experience.

#### Fair Information Values

Fairness We consider consumer expectations about their privacy in all our businesses. We only offer products and services that ensure a favorable balance between consumer benefits and consumer privacy.

Public Record We believe that an open public record creates significant value for society, enhances consumer choice and creates consumer opportunity. We actively support an open public record and emphasize its importance and contribution to our economy.

Use We believe we should behave responsibly when we use information about a consumer in our business. We will obey the laws governing the collection, use and dissemination of data.

Accuracy We will take reasonable steps to help assure the accuracy of the data we collect, use and disseminate. Where possible, we will take reasonable steps to correct inaccurate information. When, as with the public record, we cannot correct inaccurate information, we will take all reasonable steps to assist consumers in identifying the source of the erroneous data so that the consumer can secure the required corrections.

Education We endeavor to educate the users of our products and services, our employees and others in our industry about the importance of consumer privacy. We will instruct our employees on our fair information values and on the responsible collection and use of data. We will encourage others in our industry to collect and use information in a responsible manner.

Security We will maintain appropriate facilities and systems to protect against unauthorized access to and corruption of the data we maintain.

**Exhibit "A"**

Real property in the County of Yamhill, State of Oregon, described as follows:

**PARCEL 1:**

Beginning at the Southeast corner of the Southeast quarter of the Southwest quarter of the Southwest quarter of Section 13 in Township 3 South of Range 2 West of the Willamette Meridian in Yamhill County, Oregon; thence running North parallel with the West line of said Section 13, 208.7 feet; thence West parallel with the South line of said Section 13, 208.7 feet; thence South parallel with the West line of said Section 13, 208.7 feet to the South line of said Section 13 and thence East following the South line of said Section 13, 208.7 feet to the place of beginning.

Tax Parcel Number: R3213-2300

**PARCEL 2:**

The Northeast Quarter (1/4) of the SE Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon.

EXCEPTING THEREFROM that portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

ALSO EXCEPTING THEREFROM the following described property:

Beginning at a brass disk located at the Northeast corner of the Southeast one-quarter of said Section 24; thence along the North line of the said Southeast one-quarter, North 88°11'36" West a distance of 1319.70 feet to a 5/8 inch iron rod located at the Northwest corner of the Northeast one-quarter of said Southeast one-quarter; thence South 87°54'20" East a distance of 1319.73 feet to a point on the East line of said Southeast one-quarter; thence along the East line of said Southeast one-quarter, North 01°41'32" East a distance of 6.63 feet to the Point of Beginning.

Tax Parcel Number: R3224-100

**PARCEL 3:**

Beginning at a 3/4" iron pipe set in the Northwest corner of the Northeast Quarter of the Northwest Quarter of Section 24, of Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon; thence North 89°51'44" East along the Section Line 729.25 feet; thence South 8°15'30" East 592.89 feet, approximately along the center line of county Road #43A to a 5/8" rod; thence South 89°51'44" West 814.68 feet to a 5/8" iron rod; thence North 0°01'35" East 586.95 feet to the place of beginning and containing 10.40 acres more or less.

EXCEPT that portion lying with County Road #43A.

Tax Parcel Number: R3224-300

PARCEL 4:

All of the West one-half (1/2) of the Northwest Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, containing 80 acres more or less, County of Yamhill, State of Oregon.

Tax Parcel Number: R3224-900

PARCEL 5:

A parcel situated, lying and being in the County of Yamhill, State of Oregon, and being particularly described as 30 acres off of and from the North half of the East half of the Southwest Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian in said County and State, excepting therefrom any portion lying within the right of way of County Road No. 143 (Parrett Mountain Road).

Tax Parcel Number: R3224-1100

PARCEL 6:

The Northwest Quarter (1/4) of the Southeast Quarter (1/4) of Section 24, in township 3 South, of Range 2 West of the Willamette Meridian, containing forty (40) acres, more or less, in the County of Yamhill and State of Oregon.

Tax Parcel Number: R3224-1101

PARCEL 7:

Situate, lying and being in the County of Yamhill, State of Oregon, and being particularly described as the East half of the Southwest quarter of Section 24, in Township 3 South, Range 2 West of the Willamette Meridian in said County and State; saving and excepting therefrom that certain 30 acres off of and from the North end thereof conveyed to Forrest P. Smith; and ALSO the Southwest Quarter of the Southeast Quarter of Section 24, in Township 3 South, Range 2 West, of the Willamette in Yamhill County, Oregon.

Tax Parcel Number: R3224-1200

PARCEL 8:

A portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

Tax Parcel Number: R3224-1300

PARCEL 9:

The Southeast Quarter of the Southeast Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian, in Yamhill County, State of Oregon.

Tax Parcel Number: R3224-1400



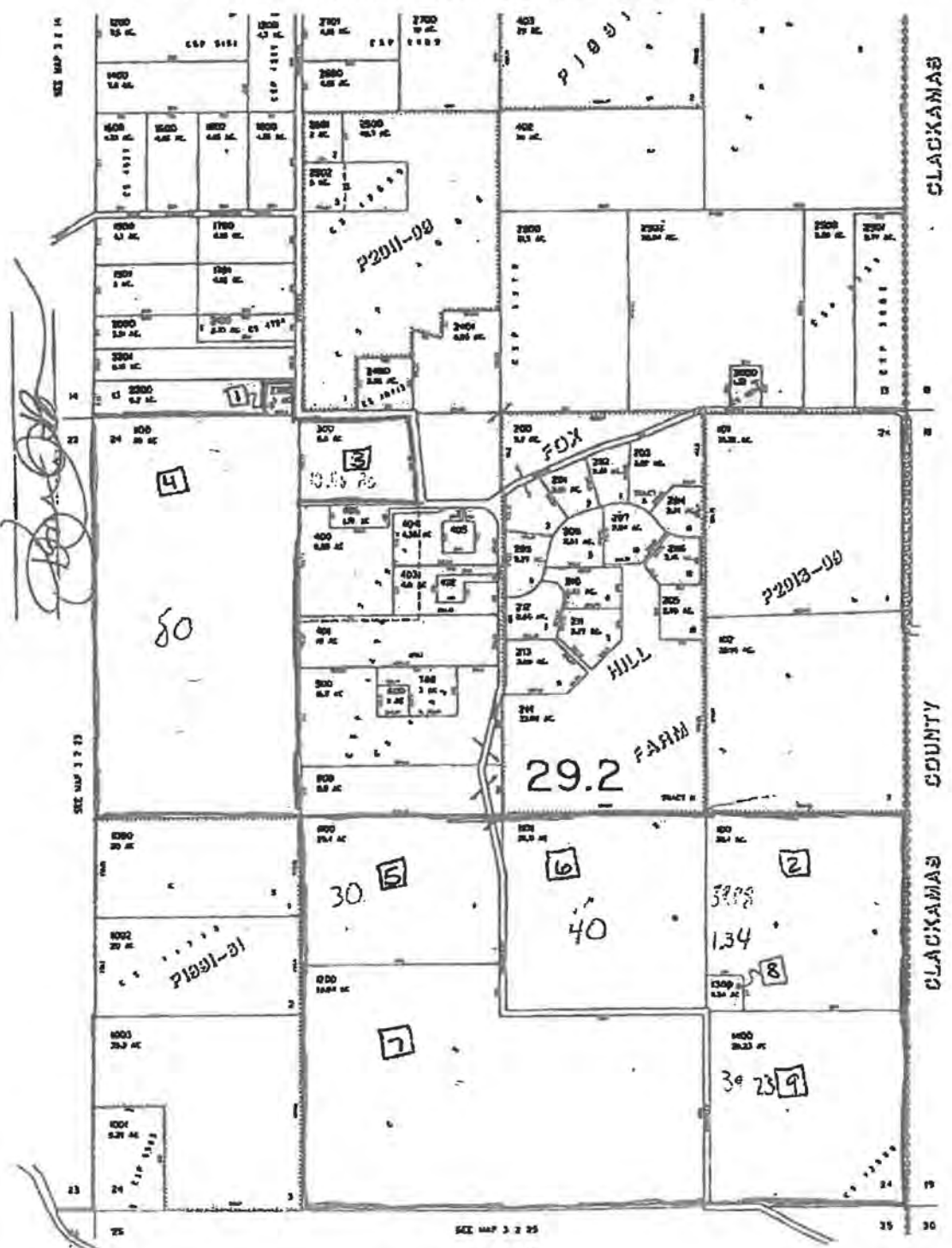
First American



This map is furnished for illustration and to assist in property location. The company assumes no liability for any variation in dimensions by location ascertainable by actual survey

READ & APPROVED

*[Handwritten signature]*







**First American**

*First American Title Company of Oregon*  
515 E Hancock

Newberg, OR 97132  
Phn - (503)538-7361  
Fax - (866)800-7290

To: **First American Title Company of Oregon**  
**Escrow Officer: Janell Walker**

Date: **October 07, 2014**  
File No.: **2178315A (JW)**

Re: **10500 NE Parrett Mtn Road, Newberg, OR 97132**

**Please indicate below** the manner in which you wish to receive proceeds due you , if any, after closing:

- Hold check for pick-up-Phone ( ) \_\_\_\_\_
- Mail check to Forwarding Address Below
- \*\*  Wire proceeds to Bank As Shown Below
- Overnight Mail to Forwarding Address below

*Please be aware that if you elect to have your proceeds wired, your bank may charge a fee for accepting the electronic transfer*

Bank Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Name on Acct: \_\_\_\_\_  
 Account No.: \_\_\_\_\_  
 Routing No.: \_\_\_\_\_ (for wires)  
 Phone No.: ( ) \_\_\_\_\_

Forwarding Address: \_\_\_\_\_  
 125 S. Elliott Rd  
 Newbg.  
 Phone: 603 537-4165


Type of Account:  Checking  Savings

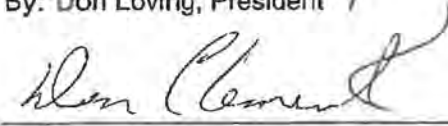
**\*\*IF YOU CHOOSE TO HAVE FUNDS WIRED YOU ARE SUBJECT TO A WIRE CUT OFF TIME AND YOU MAY INCUR CHARGES BY YOUR BANK. WE MUST HAVE RECORDING NUMBERS IN ORDER TO SEND OUT A WIRE. IF WE DO NOT HAVE THOSE TWO ITEMS FUNDS WILL BE WIRED THE FOLLOWING BUSINESS DAY.**

Any further instructions:

**BUYER(S)/BORROWER(S):**

Chehalem Park & Recreation District, an Oregon corporation

  
 By: Don Loving, President

  
 By: Don Clements, Executive Director



After recording return to:  
Chehalem Park & Recreation District  
125 South Elliott Rd  
Newberg, OR 97132

Until a change is requested all tax  
statements shall be sent to the  
following address:  
Chehalem Park & Recreation District  
125 South Elliott Rd  
Newberg, OR 97132

File No.: 2178315A (JW)  
Date: November 05, 2014

THIS SPACE RESERVED FOR RECORDER'S USE

READ & APPROVED

D.E.L.

[Signature]

### STATUTORY WARRANTY DEED

**Crystal Dawn Smith Rilee Foundation (a private foundation dated August 6, 2003, which is an IRC No. 501 (C)(3) tax exempt organization),** Grantor, conveys and warrants to **THE CHEHALEM PARK AND RECREATION DISTRICT, a political subdivision of the State of Oregon**, Grantee, the following described real property free of liens and encumbrances, except as specifically set forth herein:

See Legal Description attached hereto as Exhibit A and by this reference incorporated herein.

**Subject to:**

1. Covenants, conditions, restrictions and/or easements, if any, affecting title, which may appear in the public record, including those shown on any recorded plat or survey.

The true consideration for this conveyance is **\$280,000.00**. (Here comply with requirements of ORS 93.030)

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Crystal Dawn Smith Rilee Foundation, a private foundation dated 8-6-03 which is an IRC#501 (c)(3) tax exempt organization)

\_\_\_\_\_  
By: Kristi Pfarr, President

STATE OF Oregon                    )  
  )ss.  
County of Yamhill                 )

This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by Kristi Pfarr as President of Crystal Dawn Smith Rilee Foundation, a private foundation dated 8-6-03 which is an IRC#501 (c)(3) tax exempt organization), on behalf of the Foundation.

\_\_\_\_\_  
Notary Public for Oregon  
My commission expires:

**EXHIBIT A**

**LEGAL DESCRIPTION:** Real property in the County of Yamhill, State of Oregon, described as follows:

**PARCEL 1:**

Beginning at the Southeast corner of the Southeast quarter of the Southwest quarter of the Southwest quarter of Section 13 in Township 3 South of Range 2 West of the Willamette Meridian in Yamhill County, Oregon; thence running North parallel with the West line of said Section 13, 208.7 feet; thence West parallel with the South line of said Section 13, 208.7 feet; thence South parallel with the West line of said Section 13, 208.7 feet to the South line of said Section 13 and thence East following the South line of said Section 13, 208.7 feet to the place of beginning.

Tax Parcel Number: R3213-2300

**PARCEL 2:**

The Northeast Quarter (1/4) of the SE Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon.

EXCEPTING THEREFROM that portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

ALSO EXCEPTING THEREFROM the following described property:

Beginning at a brass disk located at the Northeast corner of the Southeast one-quarter of said Section 24; thence along the North line of the said Southeast one-quarter, North 88°11'36" West a distance of 1319.70 feet to a 5/8 inch iron rod located at the Northwest corner of the Northeast one-quarter of said Southeast one-quarter; thence South 87°54'20" East a distance of 1319.73 feet to a point on the East line of said Southeast one-quarter; thence along the East line of said Southeast one-quarter, North 01°41'32" East a distance of 6.63 feet to the Point of Beginning.

Tax Parcel Number: R3224-100

**PARCEL 3:**

Beginning at a 3/4" iron pipe set in the Northwest corner of the Northeast Quarter of the Northwest Quarter of Section 24, of Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon; thence North 89°51'44" East along the Section Line 729.25 feet; thence South 8°15'30" East 592.89 feet, approximately along the center line of county Road #43A to a 5/8" rod; thence South 89°51'44" West 814.68 feet to a 5/8" iron rod; thence North 0°01'35" East 586.95 feet to the place of beginning and containing 10.40 acres more or less.

EXCEPT that portion lying with County Road #43A.

Tax Parcel Number: R3224-300

**PARCEL 4:**

All of the West one-half (1/2) of the Northwest Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, containing 80 acres more or less, County of Yamhill, State of Oregon.

Tax Parcel Number: R3224-900

**PARCEL 5:**

A parcel situated, lying and being in the County of Yamhill, State of Oregon, and being particularly described as 30 acres off of and from the North half of the East half of the Southwest Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian in said County and State, excepting therefrom any portion lying within the right of way of County Road No. 143 (Parrett Mountain Road).

Tax Parcel Number: R3224-1100

**PARCEL 6:**

The Northwest Quarter (1/4) of the Southeast Quarter (1/4) of Section 24, in township 3 South, of Range 2 West of the Willamette Meridian, containing forty (40) acres, more or less, in the County of Yamhill and State of Oregon.

Tax Parcel Number: R3224-1101

**PARCEL 7:**

Situate, lying and being in the County of Yamhill, State of Oregon, and being particularly described as the East half of the Southwest quarter of Section 24, in Township 3 South, Range 2 West of the Willamette Meridian in said County and State; saving and excepting therefrom that certain 30 acres off of and from the North end thereof conveyed to Forrest P. Smith; and ALSO the Southwest Quarter of the Southeast Quarter of Section 24, in Township 3 South, Range 2 West, of the Willamette in Yamhill County, Oregon.

Tax Parcel Number: R3224-1200

APN: 27250

Statutory Warranty Deed  
- continued

File No.: 2178315A (JW)

**PARCEL 8:**

**A portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:**

**Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.**

**Tax Parcel Number: R3224-1300**

**PARCEL 9:**

**The Southeast Quarter of the Southeast Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian, in Yamhill County, State of Oregon.**

**Tax Parcel Number: R3224-1400**

Crystal Dawn Smith Rilee Foundation  
14808 SW Lowell Lane  
Sherwood, Oregon 97140  
**Owner**

Chehalem Park & Recreation District  
125 South Elliott Road  
Newberg, Oregon 97132  
**Tenant**

**After recording return to:**  
BROWN, TARLOW, BRIDGES & PALMER, P.C.  
515 East First Street  
Newberg, Oregon 97132

**Until a change is requested, all  
tax statements shall be sent to:**  
NO CHANGE

---

**CANCELLATION OF LEASE OPTION AGREEMENT**

---

**WHEREAS**, on January 24, 2014, the Crystal Dawn Smith Rilee Foundation (the "Foundation") entered into a Lease Option Agreement with the Chehalem Park and Recreation District, a political subdivision of the State of Oregon (the "District") for the lease of the real property described in the attached Exhibit A, along with an Option to Purchase such property; and

**WHEREAS**, a Memorandum of the Lease Option Agreement was recorded on January 14, 2014, as Instrument No. 201401093 in the Deed Records of Yamhill County, Oregon; and

**WHEREAS**, the District has executed their Option to Purchase the property described in Exhibit A and the lease is terminated and should no longer appear in the record title of Exhibit A;

NOW, THEREFORE, the parties agree as follows:

1. Both the Foundation and the District agree that the District has fully and completely complied with all of the terms and conditions of the Lease Option Agreement required of the District.
2. The Foundation does hereby release the District from any and all of its liabilities, obligations and conditions required of it according to the terms of the Lease Option Agreement.
3. Condition upon the successful closing of the District's Option to Purchase the property described in Exhibit A, the District does hereby release the Foundation from any and all of its liabilities, obligations and conditions required of it according to the terms of the Lease Option Agreement.
4. The Lease Option Agreement is terminated effective upon the date and time fee title to Exhibit A has transferred to the District.

///

///





**Exhibit "A"**

Real property in the County of Yamhill, State of Oregon, described as follows:

**PARCEL 1:**

Beginning at the Southeast corner of the Southeast quarter of the Southwest quarter of the Southwest quarter of Section 13 in Township 3 South of Range 2 West of the Willamette Meridian in Yamhill County, Oregon; thence running North parallel with the West line of said Section 13, 208.7 feet; thence West parallel with the South line of said Section 13, 208.7 feet; thence South parallel with the West line of said Section 13, 208.7 feet to the South line of said Section 13 and thence East following the South line of said Section 13, 208.7 feet to the place of beginning.

Tax Parcel Number: R3213-2300

**PARCEL 2:**

The Northeast Quarter (1/4) of the SE Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon.

EXCEPTING THEREFROM that portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

ALSO EXCEPTING THEREFROM the following described property:

Beginning at a brass disk located at the Northeast corner of the Southeast one-quarter of said Section 24; thence along the North line of the said Southeast one-quarter, North 88°11'36" West a distance of 1319.70 feet to a 5/8 inch iron rod located at the Northwest corner of the Northeast one-quarter of said Southeast one-quarter; thence South 87°54'20" East a distance of 1319.73 feet to a point on the East line of said Southeast one-quarter; thence along the East line of said Southeast one-quarter, North 01°41'32" East a distance of 6.63 feet to the Point of Beginning.

Tax Parcel Number: R3224-100

**PARCEL 3:**

Beginning at a 3/4" iron pipe set in the Northwest corner of the Northeast Quarter of the Northwest Quarter of Section 24, of Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon; thence North 89°51'44" East along the Section Line 729.25 feet; thence South 8°15'30" East 592.89 feet, approximately along the center line of county Road #43A to a 5/8" rod; thence South 89°51'44" West 814.68 feet to a 5/8" iron rod; thence North 0°01'35" East 586.95 feet to the place of beginning and containing 10.40 acres more or less.

EXCEPT that portion lying with County Road #43A.

Tax Parcel Number: R3224-300

**PARCEL 4:**

All of the West one-half (1/2) of the Northwest Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, containing 80 acres more or less, County of Yamhill, State of Oregon.

Tax Parcel Number: R3224-900

PARCEL 5:

A parcel situated, lying and being in the County of Yamhill, State of Oregon, and being particularly described as 30 acres off of and from the North half of the East half of the Southwest Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian in said County and State, excepting therefrom any portion lying within the right of way of County Road No. 143 (Parrett Mountain Road).

Tax Parcel Number: R3224-1100

PARCEL 6:

The Northwest Quarter (1/4) of the Southeast Quarter (1/4) of Section 24, in township 3 South, of Range 2 West of the Willamette Meridian, containing forty (40) acres, more or less, in the County of Yamhill and State of Oregon.

Tax Parcel Number: R3224-1101

PARCEL 7:

Situate, lying and being in the County of Yamhill, State of Oregon, and being particularly described as the East half of the Southwest quarter of Section 24, in Township 3 South, Range 2 West of the Willamette Meridian in said County and State; saving and excepting therefrom that certain 30 acres off of and from the North end thereof conveyed to Forrest P. Smith; and ALSO the Southwest Quarter of the Southeast Quarter of Section 24, in Township 3 South, Range 2 West, of the Willamette in Yamhill County, Oregon.

Tax Parcel Number: R3224-1200

PARCEL 8:

A portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

Tax Parcel Number: R3224-1300

PARCEL 9:

The Southeast Quarter of the Southeast Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian, in Yamhill County, State of Oregon.

Tax Parcel Number: R3224-1400



**First American**

*First American Title Company of Oregon*  
825 NE Evans Street  
McMinnville, OR 97128  
Phn - (503)376-7363  
Fax - (866)800-7294

READ & APPROVED  
*D.E.L. RP*  
*Ull*

Order No.: 2178315A  
October 31, 2014

**FOR QUESTIONS REGARDING YOUR CLOSING, PLEASE CONTACT:**

**JANELL WALKER**, Escrow Officer/Closer  
Phone: (503)538-7361 - Fax: (866)800-7290 - Email:janewalker@firstam.com  
First American Title Company of Oregon  
515 E Hancock, Newberg, OR 97132

**FOR ALL QUESTIONS REGARDING THIS PRELIMINARY REPORT, PLEASE CONTACT:**

**Clayton Carter**, Title Officer  
Phone: (503)376-7363 - Fax: (866)800-7294 - Email: ctcarter@firstam.com

**Supplemental Preliminary Title Report**

**County Tax Roll Situs Address:** See Notes,

**Proposed Insured Lender:**

2006 ALTA Owners Standard Coverage	Liability \$	280,000.00	Premium \$	612.00
2006 ALTA Owners Extended Coverage	Liability \$		Premium \$	
2006 ALTA Lenders Standard Coverage	Liability \$		Premium \$	
2006 ALTA Lenders Extended Coverage	Liability \$		Premium \$	
Endorsement 9, 22 & 8.1			Premium \$	
Govt Service Charge			Cost \$	
Other			Cost \$	

We are prepared to issue Title Insurance Policy or Policies of First American Title Insurance Company, a Nebraska Corporation in the form and amount shown above, insuring title to the following described land:

The land referred to in this report is described in Exhibit A attached hereto.

and as of October 29, 2014 at 8:00 a.m., title to the fee simple estate is vested in:

Crystal Dawn Smith Rilee Foundation (a private foundation dated August 6, 2003, which is an IRC No. 501 (C)(3) tax exempt organization)

Subject to the exceptions, exclusions, and stipulations which are ordinarily part of such Policy form and the following:

1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.

This report is for the exclusive use of the parties herein shown and is preliminary to the issuance of a title insurance policy and shall become void unless a policy is issued, and the full premium paid.

- 2. Facts, rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of the land or by making inquiry of persons in possession thereof.
- 3. Easements, or claims of easement, not shown by the public records; reservations or exceptions in patents or in Acts authorizing the issuance thereof; water rights, claims or title to water.
- 4. Any encroachment (of existing improvements located on the subject land onto adjoining land or of existing improvements located on adjoining land onto the subject land), encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the subject land.
- 5. Any lien, or right to a lien, for services, labor, material, equipment rental or workers compensation heretofore or hereafter furnished, imposed by law and not shown by the public records.

**The exceptions to coverage 1-5 inclusive as set forth above will remain on any subsequently issued Standard Coverage Title Insurance Policy.**

**In order to remove these exceptions to coverage in the issuance of an Extended Coverage Policy the following items are required to be furnished to the Company; additional exceptions to coverage may be added upon review of such information:**

- A. Survey or alternative acceptable to the company
- B. Affidavit regarding possession
- C. Proof that there is no new construction or remodeling of any improvement located on the premises. In the event of new construction or remodeling the following is required:
  - i. Satisfactory evidence that no construction liens will be filed; or
  - ii. Adequate security to protect against actual or potential construction liens;
  - iii. Payment of additional premiums as required by the Industry Rate Filing approved by the Insurance Division of the State of Oregon

6. Water rights, claims to water or title to water, whether or not such rights are a matter of public record.

X. Taxes for the year 2014-2015

Tax Amount	\$	1,414.00
Unpaid Balance:	\$	1,414.00, plus interest and penalties, if any
Code No.:		29.2
Map & Tax Lot No.:		R3213-02300
Property ID No.:		27250

*pd*

X. Taxes for the year 2014-2015

Tax Amount	\$	487.69
Unpaid Balance:	\$	487.69, plus interest and penalties, if any.
Code No.:		29.2
Map & Tax Lot No.:		R3224-00100
Property ID No.:		64584

*pd*

	Taxes for the year 2013-2014		
	Unpaid Balance:	\$	475.04, plus interest <i>pd</i>
<i>X</i>	Taxes for the year 2014-2015		
	Tax Amount	\$	600.26
	Unpaid Balance:	\$	600.26, plus interest and penalties, if any. <i>pd</i>
	Code No.:		29.2
	Map & Tax Lot No.:		R3224-00900
	Property ID No.:		64762
<i>X</i>	Taxes for the year 2014-2015		
	Tax Amount	\$	199.41
	Unpaid Balance:	\$	199.41, plus interest and penalties, if any. <i>pd</i>
	Code No.:		29.2
	Map & Tax Lot No.:		R3224-01100
	Property ID No.:		64824
<i>X</i>	Taxes for the year 2014-2015		
	Tax Amount	\$	125.98
	Unpaid Balance:	\$	125.98, plus interest and penalties, if any. <i>pd</i>
	Code No.:		29.2
	Map & Tax Lot No.:		R3224-01101
	Property ID No.:		283703
<i>X</i>	Taxes for the year 2014-2015		
	Tax Amount	\$	378.44
	Unpaid Balance:	\$	378.44, plus interest and penalties, if any. <i>pd</i>
	Code No.:		29.2
	Map & Tax Lot No.:		R3224-01200
	Property ID No.:		64842
<i>X</i>	Taxes for the year 2014-2015		
	Tax Amount	\$	1,952.02
	Unpaid Balance:	\$	1,952.02, plus interest and penalties, if any. <i>pd</i>
	Code No.:		29.2
	Map & Tax Lot No.:		R3224-01300
	Property ID No.:		64860
<i>X</i>	Taxes for the year 2014-2015		
	Tax Amount	\$	31.46
	Unpaid Balance:	\$	31.46, plus interest and penalties, if any. <i>pd</i>
	Code No.:		29.2
	Map & Tax Lot No.:		R3224-01400
	Property ID No.:		64897

45. The assessment roll and the tax roll disclose that the within described premises were specially zoned or classified for Farm use. If the land has become or becomes disqualified for such use under the statute, an additional tax or penalty may be imposed.

16. The rights of the public in and to that portion of the premises herein described lying within the limits of streets, roads and highways.

17. Easement, including terms and conditions contained therein:  
Granted to: Dennis S. Klus  
For: Access and utility easement  
Recorded: October 3, 2008  
Recording Information: Instrument No. 200816746, Deed and Mortgage Records  
(Affects Parcel 7)

18. Easement, including terms and conditions contained therein:  
Granted to: PMV LLC, an Oregon limited liability company  
For: Access and utility easement  
Recorded: October 3, 2008  
Recording Information: Instrument No. 200816750, Deed and Mortgage Records  
(Affects Parcel 9)

~~19.~~ Line of Credit Trust Deed, including the terms and provisions thereof, given to secure an indebtedness of up to \$100,000.00  
Grantor: Crystal Dawn Smith Rilee Foundation, (a private foundation dated 8/6/03 which is an IRC #501 (c)(3) tax exempt organization)  
Beneficiary: First Federal S&L Assn. of McMinnville  
Trustee: David C. Haugeberg, Attorney  
Dated: June 25, 2008  
Recorded: June 26, 2008  
Recording Information: Instrument No. 200810962, Deed and Mortgage Records  
(Affects Parcel 1)

*Allyn R*  
20. Lease and the terms and conditions thereof as disclosed by Memorandum of Lease.  
Lessor: Crystal Dawn Smith Rilee Foundation, (a private Foundation dated August 6, 2003, which is an IRC No. 501 (C)(3) tax exempt organization)  
Lessee: Chehalem Park & Recreation District, a political subdivision of the State of Oregon  
Dated: January 30, 2014  
Recorded: January 24, 2014  
Recording Information: Instrument No. 201401093, Deed and Mortgage Records

- END OF EXCEPTIONS -

NOTE: According to the public record, the following deed(s) affecting the property herein described have been recorded within 24 months of the effective date of this report: Bargain and Sale Deed recorded January 30, 2014 as Instrument No. 201401092, Crystal Dawn Smith Rilee Foundation to Crystal Dawn Smith Rilee Foundation, (a private Foundation dated August 6, 2003, which is an IRC No. 501 (C)(3) tax exempt organization)

**NOTE:** We find no judgments or United States Internal Revenue liens against Chehalem Park & Recreation

Situs Address as disclosed on Yamhill County Tax Roll:

10500 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 8)

Situs Address as disclosed on Yamhill County Tax Roll:

10600 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 6)

Situs Address as disclosed on Yamhill County Tax Roll:

10755 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 5)

Situs Address as disclosed on Yamhill County Tax Roll:

12075 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 1)

**THANK YOU FOR CHOOSING FIRST AMERICAN TITLE!  
WE KNOW YOU HAVE A CHOICE!**

**RECORDING INFORMATION**

Filing Address: **Yamhill County**  
535 NE Fifth Street  
McMinnville, OR 97128

Recording Fees: \$ **41.00** for the first page  
\$ **5.00** for each additional page

cc: Chehalem Park & Recreation District  
cc: Crystal Dawn Smith Rilee Foundation  
cc: Brown, Tarlow, Bridges, Palmer & Stone, PC  
515 E 1st ST, Newberg, OR 97132  
cc: Atkin & Associates Center for Nonprofit  
590 W 13th Ave P.O. Box 1000B, Eugene, OR 97440



## First American Title Insurance Company

### SCHEDULE OF EXCLUSIONS FROM COVERAGE

#### ALTA LOAN POLICY (06/17/06)

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
  - (i) the occupancy, use, or enjoyment of the Land;
  - (ii) the character, dimensions, or location of any improvement erected on the Land;
  - (iii) the subdivision of land; or
  - (iv) environmental protection;
 or the effect of any violation of these laws, ordinances, or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
- (b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
2. Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
3. Defects, liens, encumbrances, adverse claims, or other matters
  - (a) created, suffered, assumed, or agreed to by the Insured Claimant;
  - (b) not known to the Company, not recorded in the Public Records at Date of Policy, but known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
  - (c) resulting in no loss or damage to the Insured Claimant;
  - (d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risk 11, 13, or 14); or
  - (e) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Insured Mortgage.
4. Unenforceability of the lien of the Insured Mortgage because of the inability or failure of an Insured to comply with applicable doing-business laws of the state where the Land is situated.
5. Invalidity or unenforceability in whole or in part of the lien of the Insured Mortgage that arises out of the transaction evidenced by the Insured Mortgage and is based upon usury or any consumer credit protection or truth-in-lending law.
6. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction creating the lien of the Insured Mortgage, is
  - (a) a fraudulent conveyance or fraudulent transfer, or
  - (b) a preferential transfer for any reason not stated in Covered Risk 13(b) of this policy.
7. Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the Insured Mortgage in the Public Records. This Exclusion does not modify or limit the coverage provided under Covered Risk 11(b).

#### ALTA OWNER'S POLICY (06/17/06)

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
  - (i) the occupancy, use, or enjoyment of the Land;
  - (ii) the character, dimensions, or location of any improvement erected on the Land;
  - (iii) the subdivision of land; or
  - (iv) environmental protection;
 or the effect of any violation of these laws, ordinances, or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
- (b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
2. Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
3. Defects, liens, encumbrances, adverse claims, or other matters
  - (a) created, suffered, assumed, or agreed to by the Insured Claimant;
  - (b) not known to the Company, not recorded in the Public Records at Date of Policy, but known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
  - (c) resulting in no loss or damage to the Insured Claimant;
  - (d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risks 9 and 10); or
  - (e) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Title.
4. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction vesting the Title as shown in Schedule A, is
  - (a) a fraudulent conveyance or fraudulent transfer; or
  - (b) a preferential transfer for any reason not stated in Covered Risk 9 of this policy.
5. Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.

#### SCHEDULE OF STANDARD EXCEPTIONS

1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
2. Facts, rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of the land or by making inquiry of persons in possession thereof.
3. Easements, or claims of easement, not shown by the public records; reservations or exceptions in patents or in Acts authorizing the issuance thereof; water rights, claims or title to water.
4. Any encroachment (of existing improvements located on the subject land onto adjoining land or of existing improvements located on adjoining land onto the subject land), encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the subject land.
5. Any lien or right to a lien, for services, labor, material, equipment rental or workers compensation heretofore or hereafter furnished, imposed by law and not shown by the public records.

NOTE: A SPECIMEN COPY OF THE POLICY FORM (OR FORMS) WILL BE FURNISHED UPON REQUEST

TI 149 Rev. 7-22-08





## First American Title

### Privacy Information

#### We Are Committed to Safeguarding Customer Information

In order to better serve your needs now and in the future, we may ask you to provide us with certain information. We understand that you may be concerned about what we will do with such information - particularly any personal or financial information. We agree that you have a right to know how we will utilize the personal information you provide to us. Therefore, together with our subsidiaries we have adopted this Privacy Policy to govern the use and handling of your personal information.

#### Applicability

This Privacy Policy governs our use of the information that you provide to us. It does not govern the manner in which we may use information we have obtained from any other source, such as information obtained from a public record or from another person or entity. First American has also adopted broader guidelines that govern our use of personal information regardless of its source. First American calls these guidelines its Fair Information Values.

#### Types of Information

Depending upon which of our services you are utilizing, the types of nonpublic personal information that we may collect include:

- Information we receive from you on applications, forms and in other communications to us, whether in writing, in person, by telephone or any other means;
- Information about your transactions with us, our affiliated companies, or others; and
- Information we receive from a consumer reporting agency.

#### Use of Information

We request information from you for our own legitimate business purposes and not for the benefit of any nonaffiliated party. Therefore, we will not release your information to nonaffiliated parties except: (1) as necessary for us to provide the product or service you have requested of us; or (2) as permitted by law. We may, however, store such information indefinitely, including the period after which any customer relationship has ceased. Such information may be used for any internal purpose, such as quality control efforts or customer analysis. We may also provide all of the types of nonpublic personal information listed above to one or more of our affiliated companies. Such affiliated companies include financial service providers, such as title insurers, property and casualty insurers, and trust and investment advisory companies, or companies involved in real estate services, such as appraisal companies, home warranty companies and escrow companies. Furthermore, we may also provide all the information we collect, as described above, to companies that perform marketing services on our behalf, on behalf of our affiliated companies or to other financial institutions with whom we or our affiliated companies have joint marketing agreements.

#### Former Customers

Even if you are no longer our customer, our Privacy Policy will continue to apply to you.

#### Confidentiality and Security

We will use our best efforts to ensure that no unauthorized parties have access to any of your information. We restrict access to nonpublic personal information about you to those individuals and entities who need to know that information to provide products or services to you. We will use our best efforts to train and oversee our employees and agents to ensure that your information will be handled responsibly and in accordance with this Privacy Policy and First American's Fair Information Values. We currently maintain physical, electronic, and procedural safeguards that comply with federal regulations to guard your nonpublic personal information.

#### Information Obtained Through Our Web Site

First American Financial Corporation is sensitive to privacy issues on the Internet. We believe it is important you know how we treat the information about you we receive on the Internet. In general, you can visit First American or its affiliates' Web sites on the World Wide Web without telling us who you are or revealing any information about yourself. Our Web servers collect the domain names, not the e-mail addresses, of visitors. This information is aggregated to measure the number of visits, average time spent on the site, pages viewed and similar information. First American uses this information to measure the use of our site and to develop ideas to improve the content of our site. There are times, however, when we may need information from you, such as your name and email address. When information is needed, we will use our best efforts to let you know at the time of collection how we will use the personal information. Usually, the personal information we collect is used only by us to respond to your inquiry, process an order or allow you to access specific account/profile information. If you choose to share any personal information with us, we will only use it in accordance with the policies outlined above.

#### Business Relationships

First American Financial Corporation's site and its affiliates' sites may contain links to other Web sites. While we try to link only to sites that share our high standards and respect for privacy, we are not responsible for the content or the privacy practices employed by other sites.

#### Cookies

Some of First American's Web sites may make use of "cookie" technology to measure site activity and to customize information to your personal tastes. A cookie is an element of data that a Web site can send to your browser, which may then store the cookie on your hard drive. [firstam.com](http://firstam.com) uses stored cookies. The goal of this technology is to better serve you when visiting our site, save you time when you are here and to provide you with a more meaningful and productive Web site experience.

#### Fair Information Values

**Fairness** We consider consumer expectations about their privacy in all our businesses. We only offer products and services that assure a favorable balance between consumer benefits and consumer privacy.

**Public Record** We believe that an open public record creates significant value for society, enhances consumer choice and creates consumer opportunity. We actively support an open public record and emphasize its importance and contribution to our economy.

**Use** We believe we should behave responsibly when we use information about a consumer in our business. We will obey the laws governing the collection, use and dissemination of data.

**Accuracy** We will take reasonable steps to help assure the accuracy of the data we collect, use and disseminate. Where possible, we will take reasonable steps to correct inaccurate information. When, as with the public record, we cannot correct inaccurate information, we will take all reasonable steps to assist consumers in identifying the source of the erroneous data so that the consumer can secure the required corrections.

**Education** We endeavor to educate the users of our products and services, our employees and others in our industry about the importance of consumer privacy. We will instruct our employees on our fair information values and on the responsible collection and use of data. We will encourage others in our industry to collect and use information in a responsible manner.

**Security** We will maintain appropriate facilities and systems to protect against unauthorized access to and corruption of the data we maintain.

**Exhibit "A"**

Real property in the County of Yamhill, State of Oregon, described as follows:

**PARCEL 1:**

Beginning at the Southeast corner of the Southeast quarter of the Southwest quarter of the Southwest quarter of Section 13 in Township 3 South of Range 2 West of the Willamette Meridian in Yamhill County, Oregon; thence running North parallel with the West line of said Section 13, 208.7 feet; thence West parallel with the South line of said Section 13, 208.7 feet; thence South parallel with the West line of said Section 13, 208.7 feet to the South line of said Section 13 and thence East following the South line of said Section 13, 208.7 feet to the place of beginning.

Tax Parcel Number: R3213-2300

**PARCEL 2:**

The Northeast Quarter (1/4) of the SE Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon.

EXCEPTING THEREFROM that portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

ALSO EXCEPTING THEREFROM the following described property:

Beginning at a brass disk located at the Northeast corner of the Southeast one-quarter of said Section 24; thence along the North line of the said Southeast one-quarter, North 88°11'36" West a distance of 1319.70 feet to a 5/8 inch iron rod located at the Northwest corner of the Northeast one-quarter of said Southeast one-quarter; thence South 87°54'20" East a distance of 1319.73 feet to a point on the East line of said Southeast one-quarter; thence along the East line of said Southeast one-quarter, North 01°41'32" East a distance of 6.63 feet to the Point of Beginning.

Tax Parcel Number: R3224-100

**PARCEL 3:**

Beginning at a 3/4" iron pipe set in the Northwest corner of the Northeast Quarter of the Northwest Quarter of Section 24, of Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon; thence North 89°51'44" East along the Section Line 729.25 feet; thence South 8°15'30" East 592.89 feet, approximately along the center line of county Road #43A to a 5/8" rod; thence South 89°51'44" West 814.68 feet to a 5/8" iron rod; thence North 0°01'35" East 586.95 feet to the place of beginning and containing 10.40 acres more or less.

EXCEPT that portion lying with County Road #43A.

Tax Parcel Number: R3224-300

**PARCEL 4:**

All of the West one-half (1/2) of the Northwest Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, containing 80 acres more or less, County of Yamhill, State of Oregon.

Tax Parcel Number: R3224-900

PARCEL 5:

A parcel situated, lying and being in the County of Yamhill, State of Oregon, and being particularly described as 30 acres off of and from the North half of the East half of the Southwest Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian in said County and State, excepting therefrom any portion lying within the right of way of County Road No. 143 (Parrett Mountain Road).

Tax Parcel Number: R3224-1100

PARCEL 6:

The Northwest Quarter (1/4) of the Southeast Quarter (1/4) of Section 24, in township 3 South, of Range 2 West of the Willamette Meridian, containing forty (40) acres, more or less, in the County of Yamhill and State of Oregon.

Tax Parcel Number: R3224-1101

PARCEL 7:

Situate, lying and being in the County of Yamhill, State of Oregon, and being particularly described as the East half of the Southwest quarter of Section 24, in Township 3 South, Range 2 West of the Willamette Meridian in said County and State; saving and excepting therefrom that certain 30 acres off of and from the North end thereof conveyed to Forrest P. Smith; and ALSO the Southwest Quarter of the Southeast Quarter of Section 24, in Township 3 South, Range 2 West, of the Willamette in Yamhill County, Oregon.

Tax Parcel Number: R3224-1200

PARCEL 8:

A portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

Tax Parcel Number: R3224-1300

PARCEL 9:

The Southeast Quarter of the Southeast Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian, in Yamhill County, State of Oregon.

Tax Parcel Number: R3224-1400



**First American**

**First American Title Company of Oregon**  
515 E Hancock

Newberg, OR 97132  
Phn - (503)538-7361  
Fax - (866)800-7290

**ESCROW AGREEMENT  
(SALE)**

File No: **2178315A (JW)**

Date: **October 07, 2014**

Seller: **Crystal Dawn Smith Rilee Foundation**

Buyer: **Chehalem Park & Recreation District**

Property Address: **10500 NE Parrett Mtn Road, Newberg, OR 97132**

**TRANSACTION INSTRUCTIONS**

To: **First American Title Company of Oregon**, hereinafter "Escrow Agent"

**Real Property Description:** As set forth in Preliminary Title Report issued by **First American Title Company of Oregon**, Order/File No. **2178315A** dated **October 29, 2014** a copy of which has been **read and approved by Seller and Buyer**.

**Seller** deposits with Escrow Agent, pursuant to these instructions, the following:

- Fully executed Statutory Warranty Deed
- ~~1099 Input Form or Seller Certification~~
- Proceeds Instructions

And authorizes delivery, release, and recording of documents when you hold for the account of the Seller the sum as shown on the attached Estimated Settlement Statement, and, further authorizes credits, deductions and adjustments as set forth on the attached Estimated Settlement Statement. Certain items shown on the closing statement are estimates only and the final figures may be adjusted to accommodate exact amounts required at the time of disbursement.

**Buyer** deposits with Escrow Agent, pursuant to these instructions, the following:

- Funds to close as shown on the Estimated Settlement Statement
- Copy of Statutory Warranty Deed which has been read and approved

And authorizes delivery, release and recording of documents when you are prepared to:

1. Issue an Owner's Title Insurance Policy (ALTA 2006 ) in standard form in the amount of the sales price, insuring the Grantee on the deed deposited by Seller, which has been read and approved by Buyer, as the owner of that certain real property referenced above, subject to exclusions, conditions and stipulations as contained in the policy and special exceptions #1-5, 6, 15-18 as appear on the Preliminary Title Report referenced above.

And, further authorizes a) if Buyer is obtaining a new loan, recording and/or release of any documents required by or on behalf of Lender, including, without limitation, recording prior to the receipt of loan proceeds; b) credits, deductions and adjustments as set forth on the attached Estimated Settlement Statement. Certain items shown on the closing statement are estimates only and the final figures may be adjusted to accommodate exact amounts required at the time of disbursement.

**AUTHORIZATIONS**

**If your closing occurs between July 1st and date the tax roll is certified by the county, please be advised of the following:**

**Taxes:** Closing tax prorations for the current year are to be based upon **2014-2015** taxes, which is accepted by the undersigned as a final proration for the purposes of the escrow closing. The undersigned will not hold First American Title Company of Oregon responsible for any re-proration caused by any increase or decrease of the tax amount due.

The Buyer understands that the 1/3 real property taxes will be due and payable by November 15th. Buyer acknowledges that they will need to contact **Yamhill** Tax Collector's office to obtain the tax payment information if the tax statement is not received by November 1st, in order to avoid any delinquent charges.

Tax Collector's Phone No.:

Property Tax Account No: **27250**

**Prorate:** You are to prorate as of the following: **N/A - No Tax pro-rates**

**Fire Insurance:** The parties are to secure fire insurance outside of escrow to protect their interest(s) as they may appear.

**Counterpart:** These instructions may be signed in counterpart. Escrow Agent may consider, upon receipt, all duly executed counterparts to be a single instruction.

**Fax:** Escrow Agent is authorized to complete all necessary actions set forth herein upon receipt of a signed facsimile (FAX) of these instructions without receipt of original signed instructions.

**Electronic Transfer:** Escrow Agent may, in its discretion, receive and/or disburse any funds in connection with this agreement by electronic (wire) transfer. If required by any of the parties to utilize this method of transfer, the requesting party agrees to pay any reasonable fee as assessed by Escrow Agent for this service.

**Deposits:** Parties understand and agree that all checks, money orders or drafts will be processed for collection in the normal course of business. Parties further understand that all funds required to close must be payable to First American Title Company of Oregon and must be **collected funds**, as required by Federal and State or Oregon statutes and regulations prior to the Escrow Agent's disbursement of any sums. Escrow Agent may commingle funds received with escrow funds of others, and may, without limitation, deposit such funds in its custodial or escrow accounts with any reputable trust company, bank, savings bank, savings association or other financial services entity. It is understood that Escrow Agent, except by virtue of separate signed instructions as required by State of Oregon regulation, shall be under no obligation to invest the funds deposited on behalf of any depositor, nor shall it be accountable for any earnings or incidental benefit attributable to the funds which may be received by Escrow Agent while it holds such funds.

The undersigned are hereby informed that Escrow Agent deposits all funds into a non-interest bearing account and receives or may receive certain credits and benefits including, without limitation, checks, deposit slips, data processing and account services from or through various financial entities as a result of the banking relationships maintained in the regular course of its escrow and title insurance business. *The undersigned hereby waive any and all rights or claims with respect to such credits and benefits received by the Escrow Agent or any affiliates thereof.* A good faith estimate of the benefits received by Escrow Agent is \$32.16 (based on 2001 results) per escrow transaction. This disclosure is made in compliance with Oregon Administrative Rule 863-50-065.

Any funds remaining on deposit after closing or refunds received by Escrow Agent will be refunded to the party whose account was charged. No further instructions will be required by any party prior to the disbursement of any such refund by Escrow Agent.

Escrow Agent will charge an accounting fee of \$10.00 for each month any funds are held after one (1) month in the event the person(s) entitled to such funds, after reasonable and diligent effort, cannot be found. Escrow Agent may charge a reasonable fee for replacement and/or stale dated checks.

**Oregon Tax Withholding:** When applicable, parties authorize and instruct Escrow Agent to withhold and submit the necessary forms and sums, if any, to the Oregon Department of Revenue pursuant to Chapter 864, Oregon Laws 2007. When this amount is based upon net proceeds, escrow is to use the final net proceeds as set out in the Final Closing Statement.

**Copies:** The undersigned authorize distribution of these escrow instructions and/or estimated or final closing statements prepared on my behalf to any designee, real estate broker/agent or lender identified in this transaction.

**Closing:** Closing is defined, for purposes of this agreement, as the time of the recording of all documents as required by the parties herein. Escrow Agent shall be entitled to payment of all fees charged for services provided at the time of closing. Any funds held for satisfaction/release of liens and encumbrances or to meet other conditions of this escrow may be transferred from this escrow account to an appropriate department or escrow for subsequent processing.

Escrow Agent is authorized to request, on behalf of Borrower, reconveyances of any trust deeds that are paid in accordance with these instructions and to utilize the provisions of ORS 86.720 et seq in order to release the lien of record, if necessary.

#### AGREEMENTS

**Arbitration:** Except as noted below, if any dispute or claim arises out of or relates to this escrow agreement, or to the interpretation or breach thereof, Escrow Agent may, at its election; a) hold all matters in its existing status pending resolution of such dispute or; b) it shall be resolved by arbitration in accordance with the then in effect rules of Arbitration Service of Portland, Inc., or the American Arbitration Association, whichever is selected by the party which first initiates arbitration, and any judgment rendered pursuant to such arbitration may be entered in any court having jurisdiction thereof.

**Interpleader:** Escrow Agent shall have the option of interpleading funds in the Circuit Court of Oregon, including the Small Claims Division of same, as may be appropriate, in the event of a dispute regarding the disposition of any funds held by Escrow Agent.

**Attorney Fees:** In the event suit or action is brought, or an arbitration proceeding is initiated, to enforce or interpret any of the provisions of this agreement, or which is based thereon, the prevailing party shall be entitled to reasonable attorney's fees in connection herewith. the determination of who are the prevailing party and the amount of reasonable attorney fees shall be decided by the arbitrator(s) or by the court as may be appropriate.

**Limited Power of Attorney:** The undersigned hereby grant Escrow Agent Limited Power of Attorney to correct and Initial all typographical or clerical errors discovered in any or all of the closing documentation required to be executed by any of the parties hereto. In the event Escrow Agent exercises this Limited power of Attorney, a copy of the document(s) corrected and/or initialed will be sent to the affected party.

#### EXCLUSIONS

**COMPLIANCE WITH VARIOUS LAWS OR STATUTES:** Escrow Agent has no liability or responsibility with respect to any matters connected with the following (unless expressly authorized herein or by separate written instructions acknowledged by Escrow Agent);

1. Compliance with the requirements of the Consumer Credit Protection Act or Interstate Land Sales Act, or similar laws;

2. Compliance with the requirements of the Oregon Revised Statutes 537.330 (relating to water rights), 537.788 (relating to well information), 448.271 (relating to well testing) and any similar laws;
3. Compliance with Oregon Laws 2001 Chapter 311 (relating to cautionary notice or other information as applicable regarding potential construction liens);
4. Compliance with the obligation to disclose the existence of lead based paint as required by federal regulation 24 CFR Part 35 and 40 CFR Part 35 et seq and any other related statute or regulation'
5. Compliance with collection, withholding, reporting or payment of any amounts due under Section 1445 and 6039C of the Internal Revenue Code, as amended, regulations adopted thereunder, and any other related statute or regulation (Foreign Investment In Real Property Tax Act, commonly referred to as FIRPTA). Notwithstanding the fact Escrow Agent assumes no liability or responsibility to the parties for compliance with FIRPTA, Escrow Agent reserves the right to take any action required by such law and/or regulation without further instructions of the parties.

### REPRESENTATIONS

**Compliance with Earnest Money Agreement:** All terms and provisions of the earnest money agreement, amendments or addenda thereto, have been complied with to the satisfaction of the undersigned or will be completed outside of this escrow. Escrow Agent is not responsible for any matters except as set forth in this agreement.

**Utilities:** The undersigned acknowledge that water, sewer, waste collection, electricity, and other utility charges and inventory for fuel, including any final billings will be adjusted outside this escrow by the respective parties and Escrow Agent shall have no obligation or responsibility for such adjustment.

**Compliance with Escrow Agreement:** The undersigned acknowledge that they have and shall have a continuing obligation to cooperate with Escrow Agent in good faith to enable Escrow Agent to fulfill its responsibilities under this agreement. Such obligations shall survive the closing of the transaction described herein and shall include, without limitation, the obligation to; a) disclose to Escrow Agent any liens, encumbrances or any other rights, claims or matters known to the parties which affect or relate to the property and transaction referred to in this agreement; b) return to Escrow Agent for proper disposition any funds, documents or other property which are, for any reason, improperly or mistakenly released to any persons; c) pay any charges, advances or expenses that are properly chargeable to the parties; and d) to proceed pursuant to the provisions of ORS 86.720 to take those steps necessary to secure an appropriate deed of reconveyance of any trust deed which has been paid and fully satisfied.

**Practice of Law/Advice:** The undersigned acknowledge that Escrow Agent is not licensed to practice law and that Escrow Agent's duties and obligations under this agreement are limited to those of an escrow holder. The undersigned have not been referred to any named attorney(s) or discouraged from seeking the advice of an attorney but have been requested to seek legal counsel of their own choosing, at their own expense, if they have any doubts or questions concerning any aspect of this transaction.

**Other Obligations:** The undersigned acknowledge that, to the extent other obligations exist between them as a result of this transaction that are not specifically set forth herein, they are individually responsible for the execution thereof and Escrow Agent is not obligated for matters except as specifically set forth in this agreement.

**Review:** The undersigned acknowledge that they have been afforded adequate time and opportunity to read and understand the escrow instructions and all other documents referred to herein.

### SPECIAL INSTRUCTIONS

**PLEASE READ THE PRELIMINARY TITLE REPORT AND YOUR CLOSING STATEMENT CAREFULLY BEFORE SIGNING THIS DOCUMENT. BE SURE THAT ALL FACTS KNOWN TO YOU ARE ACCOUNTED FOR IN THIS ESCROW. THE ESCROW AGENT HEREIN IS A NEUTRAL THIRD PARTY AND CANNOT ADVISE YOU OR PROTECT YOUR LEGAL RIGHTS. YOU SHOULD CONSULT LEGAL COUNSEL FOR SUCH ADVICE AND PROTECTION.**

The undersigned has read the Preliminary Title Report and Estimated Closing Statement attached to the original Escrow Instructions, as well as the Escrow Instructions in this escrow, and any Amendments thereto.

The undersigned represents to First American Title Company of Oregon and its underwriter, that there are no existing liens, assessments, taxes, deferred taxes, unpaid water or sewer bills, or any other obligations which are the responsibility of the undersigned and which are not shown on the above documents. The undersigned understands and agrees that any obligation known to it and not disclosed herein, remains the responsibility of the undersigned subsequent to the closing of this escrow. The undersigned further understands and agrees that any payoffs made on its behalf in this escrow are made by First American Title Company of Oregon and its underwriter with complete reliance on figures supplied by the lender, creditor or taxing agency. Such figures may not be accurate. In the event that additional funds are required to complete said payoffs, the undersigned hereby agrees that it will immediately, upon request by First American Title Company of Oregon and its underwriter, provide the additional funds needed to complete said payoffs.

**THE PARTIES ACKNOWLEDGE THAT BY THE APPROVAL OF THE ESTIMATED CLOSING STATEMENT REFERRED TO BY THESE INSTRUCTIONS, THEY HAVE AGREED AS TO THE ALLOCATION OF COSTS ASSOCIATED WITH THE TITLE PREMIUMS REQUIRED, IF ANY, FOR THE PROTECTION REQUIRED FOR THE PURCHASER IN COMPLIANCE WITH HOMEBUYER PROTECTION ACT.**

Notwithstanding reference, if any, in applicable purchase and sale agreements regarding transfer of water rights, the parties acknowledge that Escrow Agent will not be responsible for any such transfer and that the parties are solely responsible for such transfer outside this escrow.

**YOU ARE REVIEWING, APPROVING AND SIGNING IMPORTANT DOCUMENTS. LEGAL CONSEQUENCES FOLLOW FROM THE SELECTION AND USE OF THESE DOCUMENTS. THESE CONSEQUENCES AFFECT YOUR RIGHTS AND OBLIGATIONS. YOU MAY CONSULT AN ATTORNEY ABOUT THESE DOCUMENTS. YOU SHOULD CONSULT AN ATTORNEY IF YOU HAVE QUESTIONS OR CONCERNS ABOUT THE TRANSACTION OR ABOUT THE DOCUMENTS. IF YOU WISH TO REVIEW TRANSACTION DOCUMENTS THAT YOU HAVE NOT YET SEEN, PLEASE CONTACT THE ESCROW AGENT.**

**IT IS UNDERSTOOD BY THE PARTIES SIGNING THE ABOVE ESCROW INSTRUCTIONS OR THOSE ESCROW INSTRUCTIONS WHICH ARE ATTACHED HERETO THAT SUCH INSTRUCTIONS CONSTITUTE THE WHOLE AGREEMENT BETWEEN THIS FIRM AS AN ESCROW AGENT AND YOU AS A PRINCIPAL TO THE ESCROW TRANSACTION. THESE INSTRUCTIONS MAY NOT INCLUDE ALL THE TERMS OF THE AGREEMENT WHICH IS THE SUBJECT OF THIS ESCROW. READ THESE INSTRUCTIONS CAREFULLY AND DO NOT SIGN THEM UNLESS THEY ARE ACCEPTABLE TO YOU.**

Dated: 11/14/14



**SELLER(S):**


Crystal Dawn Smith Rilee Foundation, a private foundation dated 8-6-03 which is an IRC#501 (c)(3) tax exempt organization)


  
By: Kristi Pfarr, President

Seller's Forwarding Address: **27400 SW Heater Rd., Sherwood, OR 97140**  
Home Phone:

**BUYER(S):**

Chehalem Park & Recreation District, an Oregon corporation

  
By: Don Loving, President

  
By: Don Clements, Executive Director

Buyer's Forwarding Address: **125 South Elliott Rd, Newberg, OR 97132**  
Home Phone:

Accepted this 17 day of Nov, 2014.

First American Title Company of Oregon  
By: 



**First American**

**First American Title Company of Oregon**  
825 NE Evans Street  
McMinnville, OR 97128  
Phn - (503)376-7363  
Fax - (866)800-7294

Order No.: 2178315A  
October 31, 2014

**FOR QUESTIONS REGARDING YOUR CLOSING, PLEASE CONTACT:**

**JANELL WALKER**, Escrow Officer/Closer  
Phone: (503)538-7361 - Fax: (866)800-7290 - Email:janewalker@firstam.com  
First American Title Company of Oregon  
515 E Hancock, Newberg, OR 97132

**FOR ALL QUESTIONS REGARDING THIS PRELIMINARY REPORT, PLEASE CONTACT:**

**Clayton Carter**, Title Officer  
Phone: (503)376-7363 - Fax: (866)800-7294 - Email: ctcarter@firstam.com

**Supplemental Preliminary Title Report**

**County Tax Roll Situs Address:** See Notes,

**Proposed Insured Lender:**

2006 ALTA Owners Standard Coverage	Liability \$	280,000.00	Premium \$	612.00
2006 ALTA Owners Extended Coverage	Liability \$		Premium \$	
2006 ALTA Lenders Standard Coverage	Liability \$		Premium \$	
2006 ALTA Lenders Extended Coverage	Liability \$		Premium \$	
Endorsement 9, 22 & 8.1			Premium \$	
Govt Service Charge			Cost \$	
Other			Cost \$	

We are prepared to issue Title Insurance Policy or Policies of First American Title Insurance Company, a Nebraska Corporation in the form and amount shown above, insuring title to the following described land:

The land referred to in this report is described in Exhibit A attached hereto.

and as of October 29, 2014 at 8:00 a.m., title to the fee simple estate is vested in:

Crystal Dawn Smith Rilee Foundation (a private foundation dated August 6, 2003, which is an IRC No. 501 (C)(3) tax exempt organization)

Subject to the exceptions, exclusions, and stipulations which are ordinarily part of such Policy form and the following:

1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.

This report is for the exclusive use of the parties herein shown and is preliminary to the issuance of a title insurance policy and shall become void unless a policy is issued, and the full premium paid.

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- 2. Facts, rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of the land or by making inquiry of persons in possession thereof.
- 3. Easements, or claims of easement, not shown by the public records; reservations or exceptions in patents or in Acts authorizing the issuance thereof; water rights, claims or title to water.
- 4. Any encroachment (of existing improvements located on the subject land onto adjoining land or of existing improvements located on adjoining land onto the subject land), encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the subject land.
- 5. Any lien, or right to a lien, for services, labor, material, equipment rental or workers compensation heretofore or hereafter furnished, imposed by law and not shown by the public records.

**The exceptions to coverage 1-5 inclusive as set forth above will remain on any subsequently issued Standard Coverage Title Insurance Policy.**

**In order to remove these exceptions to coverage in the issuance of an Extended Coverage Policy the following items are required to be furnished to the Company; additional exceptions to coverage may be added upon review of such information:**

- A. Survey or alternative acceptable to the company
- B. Affidavit regarding possession
- C. Proof that there is no new construction or remodeling of any improvement located on the premises. In the event of new construction or remodeling the following is required:
  - i. Satisfactory evidence that no construction liens will be filed; or
  - ii. Adequate security to protect against actual or potential construction liens;
  - iii. Payment of additional premiums as required by the Industry Rate Filing approved by the Insurance Division of the State of Oregon
- 6. Water rights, claims to water or title to water, whether or not such rights are a matter of public record.
- 7. Taxes for the year 2014-2015
 

Tax Amount	\$	1,414.00
Unpaid Balance:	\$	1,414.00, plus interest and penalties, if any
Code No.:		29.2
Map & Tax Lot No.:		R3213-02300
Property ID No.:		27250
- 8. Taxes for the year 2014-2015
 

Tax Amount	\$	487.69
Unpaid Balance:	\$	487.69, plus interest and penalties, if any.
Code No.:		29.2
Map & Tax Lot No.:		R3224-00100
Property ID No.:		64584

- |     |                              |    |   |
|-----|------------------------------|----|---|
|     | Taxes for the year 2013-2014 |    |   |
|     | Unpaid Balance:              | \$ | 475.04, plus interest                         |
| 9.  | Taxes for the year 2014-2015 |    |   |
|     | Tax Amount                   | \$ | 600.26  |
|     | Unpaid Balance:              | \$ | 600.26, plus interest and penalties, if any.  |
|     | Code No.:                    |    | 29.2  |
|     | Map & Tax Lot No.:           |    | R3224-00900                                   |
|     | Property ID No.:             |    | 64762   |
| 10. | Taxes for the year 2014-2015 |    |   |
|     | Tax Amount                   | \$ | 199.41  |
|     | Unpaid Balance:              | \$ | 199.41, plus interest and penalties, if any.  |
|     | Code No.:                    |    | 29.2  |
|     | Map & Tax Lot No.:           |    | R3224-01100                                   |
|     | Property ID No.:             |    | 64824   |
| 11. | Taxes for the year 2014-2015 |    |   |
|     | Tax Amount                   | \$ | 125.98  |
|     | Unpaid Balance:              | \$ | 125.98, plus interest and penalties, if any.  |
|     | Code No.:                    |    | 29.2  |
|     | Map & Tax Lot No.:           |    | R3224-01101                                   |
|     | Property ID No.:             |    | 283703  |
| 12. | Taxes for the year 2014-2015 |    |   |
|     | Tax Amount                   | \$ | 378.44  |
|     | Unpaid Balance:              | \$ | 378.44, plus interest and penalties, if any   |
|     | Code No.:                    |    | 29.2  |
|     | Map & Tax Lot No.:           |    | R3224-01200                                   |
|     | Property ID No.:             |    | 64842   |
| 13. | Taxes for the year 2014-2015 |    |   |
|     | Tax Amount                   | \$ | 1,952.02                                      |
|     | Unpaid Balance:              | \$ | 1,952.02, plus interest and penalties, if any |
|     | Code No.:                    |    | 29.2  |
|     | Map & Tax Lot No.:           |    | R3224-01300                                   |
|     | Property ID No.:             |    | 64860   |
| 14. | Taxes for the year 2014-2015 |    |   |
|     | Tax Amount                   | \$ | 31.46   |
|     | Unpaid Balance:              | \$ | 31.46, plus interest and penalties, if any    |
|     | Code No.:                    |    | 29.2  |
|     | Map & Tax Lot No.:           |    | R3224-01400                                   |
|     | Property ID No.:             |    | 64897   |

15. The assessment roll and the tax roll disclose that the within described premises were specially zoned or classified for Farm use. If the land has become or becomes disqualified for such use under the statute, an additional tax or penalty may be imposed.
16. The rights of the public in and to that portion of the premises herein described lying within the limits of streets, roads and highways.
17. Easement, including terms and conditions contained therein:  
 Granted to: Dennis S. Klus  
 For: Access and utility easement  
 Recorded: October 3, 2008  
 Recording Information: Instrument No. 200816746, Deed and Mortgage Records  
 (Affects Parcel 7)
18. Easement, including terms and conditions contained therein:  
 Granted to: PMV LLC, an Oregon limited liability company  
 For: Access and utility easement  
 Recorded: October 3, 2008  
 Recording Information: Instrument No. 200816750, Deed and Mortgage Records  
 (Affects Parcel 9)
19. Line of Credit Trust Deed, including the terms and provisions thereof, given to secure an indebtedness of up to \$100,000.00  
 Grantor: Crystal Dawn Smith Rilee Foundation, (a private foundation dated 8/6/03 which is an IRC #501 (c)(3) tax exempt organization)  
 Beneficiary: First Federal S&L Assn. of McMinnville  
 Trustee: David C. Haugeberg, Attorney  
 Dated: June 25, 2008  
 Recorded: June 26, 2008  
 Recording Information: Instrument No. 200810962, Deed and Mortgage Records  
 (Affects Parcel 1)
20. Lease and the terms and conditions thereof as disclosed by Memorandum of Lease.  
 Lessor: Crystal Dawn Smith Rilee Foundation, (a private Foundation dated August 6, 2003, which is an IRC No. 501 (C)(3) tax exempt organization)  
 Lessee: Chehalem Park & Recreation District, a political subdivision of the State of Oregon  
 Dated: January 30, 2014  
 Recorded: January 24, 2014  
 Recording Information: Instrument No. 201401093, Deed and Mortgage Records

- END OF EXCEPTIONS -

NOTE: According to the public record, the following deed(s) affecting the property herein described have been recorded within 24 months of the effective date of this report: Bargain and Sale Deed recorded January 30, 2014 as Instrument No. 201401092, Crystal Dawn Smith Rilee Foundation to Crystal Dawn Smith Rilee Foundation, (a private Foundation dated August 6, 2003, which is an IRC No. 501 (C)(3) tax exempt organization)

NOTE: We find no judgments or United States Internal Revenue liens against Chehalem Park & Recreation

Situs Address as disclosed on Yamhill County Tax Roll:

10500 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 8)

Situs Address as disclosed on Yamhill County Tax Roll:

10600 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 6)

Situs Address as disclosed on Yamhill County Tax Roll:

10755 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 5)

Situs Address as disclosed on Yamhill County Tax Roll:

12075 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 1)

**THANK YOU FOR CHOOSING FIRST AMERICAN TITLE!  
WE KNOW YOU HAVE A CHOICE!**

**RECORDING INFORMATION**

Filing Address: **Yamhill County**  
535 NE Fifth Street  
McMinnville, OR 97128

Recording Fees: \$ **41.00** for the first page  
\$ **5.00** for each additional page

- cc: Chehalem Park & Recreation District
- cc: Crystal Dawn Smith Rilee Foundation
- cc: Brown, Tarlow, Bridges, Palmer & Stone, PC  
515 E 1st ST, Newberg, OR 97132
- cc: Atkin & Associates Center for Nonprofit  
590 W 13th Ave P.O. Box 10008, Eugene, OR 97440



## First American Title Insurance Company

### SCHEDULE OF EXCLUSIONS FROM COVERAGE

#### ALTA LOAN POLICY (06/17/06)

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
  - (i) the occupancy, use, or enjoyment of the Land;
  - (ii) the character, dimensions, or location of any improvement erected on the Land;
  - (iii) the subdivision of land; or
  - (iv) environmental protection;
 or the effect of any violation of these laws, ordinances, or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
- (b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
2. Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
3. Defects, liens, encumbrances, adverse claims, or other matters
  - (a) created, suffered, assumed, or agreed to by the Insured Claimant;
  - (b) not known to the Company, not recorded in the Public Records at Date of Policy, but known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
  - (c) resulting in no loss or damage to the Insured Claimant;
  - (d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risk 11, 13, or 14); or
  - (e) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Insured Mortgage.
4. Unenforceability of the lien of the Insured Mortgage because of the inability or failure of an Insured to comply with applicable doing-business laws of the state where the Land is situated.
5. Invalidity or unenforceability in whole or in part of the lien of the Insured Mortgage that arises out of the transaction evidenced by the Insured Mortgage and is based upon usury or any consumer credit protection or truth-in-lending law.
6. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction creating the lien of the Insured Mortgage, is
  - (a) a fraudulent conveyance or fraudulent transfer, or
  - (b) a preferential transfer for any reason not stated in Covered Risk 13(b) of this policy.
7. Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the Insured Mortgage in the Public Records. This Exclusion does not modify or limit the coverage provided under Covered Risk 11(b).

#### ALTA OWNER'S POLICY (06/17/06)

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
  - (i) the occupancy, use, or enjoyment of the Land;
  - (ii) the character, dimensions, or location of any improvement erected on the Land;
  - (iii) the subdivision of land; or
  - (iv) environmental protection;
 or the effect of any violation of these laws, ordinances, or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
- (b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
2. Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
3. Defects, liens, encumbrances, adverse claims, or other matters
  - (a) created, suffered, assumed, or agreed to by the Insured Claimant;
  - (b) not known to the Company, not recorded in the Public Records at Date of Policy, but known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
  - (c) resulting in no loss or damage to the Insured Claimant;
  - (d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risks 9 and 10); or
  - (e) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Title.
4. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction vesting the Title as shown in Schedule A, is
  - (a) a fraudulent conveyance or fraudulent transfer; or
  - (b) a preferential transfer for any reason not stated in Covered Risk 9 of this policy.
5. Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.

#### SCHEDULE OF STANDARD EXCEPTIONS

1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
2. Facts, rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of the land or by making inquiry of persons in possession thereof.
3. Easements, or claims of easement, not shown by the public records; reservations or exceptions in patents or in Acts authorizing the issuance thereof; water rights; claims or title to water.
4. Any encroachment (of existing improvements located on the subject land onto adjoining land or of existing improvements located on adjoining land onto the subject land), encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the subject land.
5. Any lien or right to a lien, for services, labor, material, equipment rental or workers compensation heretofore or hereafter furnished, imposed by law and not shown by the public records.

NOTE: A SPECIMEN COPY OF THE POLICY FORM (OR FORMS) WILL BE FURNISHED UPON REQUEST

TI 149 Rev. 7-22-08



*First American Title*

#### Privacy Information

##### We Are Committed to Safeguarding Customer Information

In order to better serve your needs now and in the future, we may ask you to provide us with certain information. We understand that you may be concerned about what we will do with such information - particularly any personal or financial information. We agree that you have a right to know how we will utilize the personal information you provide to us. Therefore, together with our subsidiaries we have adopted this Privacy Policy to govern the use and handling of your personal information.

#### Applicability

This Privacy Policy governs our use of the information that you provide to us. It does not govern the manner in which we may use information we have obtained from any other source, such as information obtained from a public record or from another person or entity. First American has also adopted broader guidelines that govern our use of personal information regardless of its source. First American calls these guidelines its Fair Information Values.

#### Types of Information

Depending upon which of our services you are utilizing, the types of nonpublic personal information that we may collect include:

- Information we receive from you on applications, forms and in other communications to us, whether in writing, in person, by telephone or any other means;
- Information about your transactions with us, our affiliated companies, or others; and
- Information we receive from a consumer reporting agency.

#### Use of Information

We request information from you for our own legitimate business purposes and not for the benefit of any nonaffiliated party. Therefore, we will not release your information to nonaffiliated parties except: (1) as necessary for us to provide the product or service you have requested of us; or (2) as permitted by law. We may, however, store such information indefinitely, including the period after which any customer relationship has ceased. Such information may be used for any internal purpose, such as quality control efforts or customer analysis. We may also provide all of the types of nonpublic personal information listed above to one or more of our affiliated companies. Such affiliated companies include financial service providers, such as title insurers, property and casualty insurers, and trust and investment advisory companies, or companies involved in real estate services, such as appraisal companies, home warranty companies and escrow companies. Furthermore, we may also provide all the information we collect, as described above, to companies that perform marketing services on our behalf, on behalf of our affiliated companies or to other financial institutions with whom we or our affiliated companies have joint marketing agreements.

#### Former Customers

Even if you are no longer our customer, our Privacy Policy will continue to apply to you.

#### Confidentiality and Security

We will use our best efforts to ensure that no unauthorized parties have access to any of your information. We restrict access to nonpublic personal information about you to those individuals and entities who need to know that information to provide products or services to you. We will use our best efforts to train and oversee our employees and agents to ensure that your information will be handled responsibly and in accordance with this Privacy Policy and First American's Fair Information Values. We currently maintain physical, electronic, and procedural safeguards that comply with federal regulations to guard your nonpublic personal information.

#### Information Obtained Through Our Web Site

First American Financial Corporation is sensitive to privacy issues on the Internet. We believe it is important you know how we treat the information about you we receive on the Internet.

In general, you can visit First American or its affiliates' Web sites on the World Wide Web without telling us who you are or revealing any information about yourself. Our Web servers collect the domain names, not the e-mail addresses, of visitors. This information is aggregated to measure the number of visits, average time spent on the site, pages viewed and similar information. First American uses this information to measure the use of our site and to develop ideas to improve the content of our site.

There are times, however, when we may need information from you, such as your name and email address. When information is needed, we will use our best efforts to let you know at the time of collection how we will use the personal information. Usually, the personal information we collect is used only by us to respond to your inquiry, process an order or allow you to access specific account/profile information. If you choose to share any personal information with us, we will only use it in accordance with the policies outlined above.

#### Business Relationships

First American Financial Corporation's site and its affiliates' sites may contain links to other Web sites. While we try to link only to sites that share our high standards and respect for privacy, we are not responsible for the content or the privacy practices employed by other sites.

#### Cookies

Some of First American's Web sites may make use of "cookie" technology to measure site activity and to customize information to your personal tastes. A cookie is an element of data that a Web site can send to your browser, which may then store the cookie on your hard drive.

[FirstAm.com](http://FirstAm.com) uses stored cookies. The goal of this technology is to better serve you when visiting our site, save you time when you are here and to provide you with a more meaningful and productive Web site experience.

#### Fair Information Values

**Fairness** We consider consumer expectations about their privacy in all our businesses. We only offer products and services that assure a favorable balance between consumer benefits and consumer privacy.

**Public Record** We believe that an open public record creates significant value for society, enhances consumer choice and creates consumer opportunity. We actively support an open public record and emphasize its importance and contribution to our economy.

**Use** We believe we should behave responsibly when we use information about a consumer in our business. We will obey the laws governing the collection, use and dissemination of data.

**Accuracy** We will take reasonable steps to help assure the accuracy of the data we collect, use and disseminate. Where possible, we will take reasonable steps to correct inaccurate information. When, as with the public record, we cannot correct inaccurate information, we will take all reasonable steps to assist consumers in identifying the source of the erroneous data so that the consumer can secure the required corrections.

**Education** We endeavor to educate the users of our products and services, our employees and others in our industry about the importance of consumer privacy. We will instruct our employees on our fair information values and on the responsible collection and use of data. We will encourage others in our industry to collect and use information in a responsible manner.

**Security** We will maintain appropriate facilities and systems to protect against unauthorized access to and corruption of the data we maintain.



**Exhibit "A"**

Real property in the County of Yamhill, State of Oregon, described as follows:

**PARCEL 1:**

Beginning at the Southeast corner of the Southeast quarter of the Southwest quarter of the Southwest quarter of Section 13 in Township 3 South of Range 2 West of the Willamette Meridian in Yamhill County, Oregon; thence running North parallel with the West line of said Section 13, 208.7 feet; thence West parallel with the South line of said Section 13, 208.7 feet; thence South parallel with the West line of said Section 13, 208.7 feet to the South line of said Section 13 and thence East following the South line of said Section 13, 208.7 feet to the place of beginning.

Tax Parcel Number: R3213-2300

**PARCEL 2:**

The Northeast Quarter (1/4) of the SE Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon.

EXCEPTING THEREFROM that portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

ALSO EXCEPTING THEREFROM the following described property:

Beginning at a brass disk located at the Northeast corner of the Southeast one-quarter of said Section 24; thence along the North line of the said Southeast one-quarter, North 88°11'36" West a distance of 1319.70 feet to a 5/8 inch iron rod located at the Northwest corner of the Northeast one-quarter of said Southeast one-quarter; thence South 87°54'20" East a distance of 1319.73 feet to a point on the East line of said Southeast one-quarter; thence along the East line of said Southeast one-quarter, North 01°41'32" East a distance of 6.63 feet to the Point of Beginning.

Tax Parcel Number: R3224-100

**PARCEL 3:**

Beginning at a 3/4" iron pipe set in the Northwest corner of the Northeast Quarter of the Northwest Quarter of Section 24, of Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon; thence North 89°51'44" East along the Section Line 729.25 feet; thence South 8°15'30" East 592.89 feet, approximately along the center line of county Road #43A to a 5/8" rod; thence South 89°51'44" West 814.68 feet to a 5/8" iron rod; thence North 0°01'35" East 586.95 feet to the place of beginning and containing 10.40 acres more or less.

EXCEPT that portion lying with County Road #43A.

Tax Parcel Number: R3224-300

**PARCEL 4:**

All of the West one-half (1/2) of the Northwest Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, containing 80 acres more or less, County of Yamhill, State of Oregon.

Tax Parcel Number: R3224-900

PARCEL 5:

A parcel situated, lying and being in the County of Yamhill, State of Oregon, and being particularly described as 30 acres off of and from the North half of the East half of the Southwest Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian in said County and State, excepting therefrom any portion lying within the right of way of County Road No. 143 (Parrett Mountain Road).

Tax Parcel Number: R3224-1100

PARCEL 6:

The Northwest Quarter (1/4) of the Southeast Quarter (1/4) of Section 24, in township 3 South, of Range 2 West of the Willamette Meridian, containing forty (40) acres, more or less, in the County of Yamhill and State of Oregon.

Tax Parcel Number: R3224-1101

PARCEL 7:

Situate, lying and being in the County of Yamhill, State of Oregon, and being particularly described as the East half of the Southwest quarter of Section 24, in Township 3 South, Range 2 West of the Willamette Meridian in said County and State; saving and excepting therefrom that certain 30 acres off of and from the North end thereof conveyed to Forrest P. Smith; and ALSO the Southwest Quarter of the Southeast Quarter of Section 24, in Township 3 South, Range 2 West, of the Willamette in Yamhill County, Oregon.

Tax Parcel Number: R3224-1200

PARCEL 8:

A portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

Tax Parcel Number: R3224-1300

PARCEL 9:

The Southeast Quarter of the Southeast Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian, in Yamhill County, State of Oregon.

Tax Parcel Number: R3224-1400

Crystal Dawn Smith Rilee Foundation  
14808 SW Lowell Lane  
Sherwood, Oregon 97140

**Owner**

Chehalem Park & Recreation District  
125 South Elliott Road  
Newberg, Oregon 97132

**Tenant**

**After recording return to:**

BROWN, TARLOW, BRIDGES & PALMER, P.C.  
515 East First Street  
Newberg, Oregon 97132

**Until a change is requested, all  
tax statements shall be sent to:**

NO CHANGE

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**CANCELLATION OF LEASE OPTION AGREEMENT**

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**WHEREAS**, on January 24, 2014, the Crystal Dawn Smith Rilee Foundation (the "Foundation") entered into a Lease Option Agreement with the Chehalem Park and Recreation District, a political subdivision of the State of Oregon (the "District") for the lease of the real property described in the attached Exhibit A, along with an Option to Purchase such property; and

**WHEREAS**, a Memorandum of the Lease Option Agreement was recorded on January 14, 2014, as Instrument No. 201401093 in the Deed Records of Yamhill County, Oregon; and

**WHEREAS**, the District has executed their Option to Purchase the property described in Exhibit A and the lease is terminated and should no longer appear in the record title of Exhibit A;

NOW, THEREFORE, the parties agree as follows:

1. Both the Foundation and the District agree that the District has fully and completely complied with all of the terms and conditions of the Lease Option Agreement required of the District.
2. The Foundation does hereby release the District from any and all of its liabilities, obligations and conditions required of it according to the terms of the Lease Option Agreement.
3. Condition upon the successful closing of the District's Option to Purchase the property described in Exhibit A, the District does hereby release the Foundation from any and all of its liabilities, obligations and conditions required of it according to the terms of the Lease Option Agreement.
4. The Lease Option Agreement is terminated effective upon the date and time fee title to Exhibit A has transferred to the District.

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**Exhibit "A"**

Real property in the County of Yamhill, State of Oregon, described as follows:

**PARCEL 1:**

Beginning at the Southeast corner of the Southeast quarter of the Southwest quarter of the Southwest quarter of Section 13 in Township 3 South of Range 2 West of the Willamette Meridian in Yamhill County, Oregon; thence running North parallel with the West line of said Section 13, 208.7 feet; thence West parallel with the South line of said Section 13, 208.7 feet; thence South parallel with the West line of said Section 13, 208.7 feet to the South line of said Section 13 and thence East following the South line of said Section 13, 208.7 feet to the place of beginning.

Tax Parcel Number: R3213-2300

**PARCEL 2:**

The Northeast Quarter (1/4) of the SE Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon.

EXCEPTING THEREFROM that portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

ALSO EXCEPTING THEREFROM the following described property:

Beginning at a brass disk located at the Northeast corner of the Southeast one-quarter of said Section 24; thence along the North line of the said Southeast one-quarter, North 88°11'36" West a distance of 1319.70 feet to a 5/8 inch iron rod located at the Northwest corner of the Northeast one-quarter of said Southeast one-quarter; thence South 87°54'20" East a distance of 1319.73 feet to a point on the East line of said Southeast one-quarter; thence along the East line of said Southeast one-quarter, North 01°41'32" East a distance of 6.63 feet to the Point of Beginning.

Tax Parcel Number: R3224-100

**PARCEL 3:**

Beginning at a 3/4" iron pipe set in the Northwest corner of the Northeast Quarter of the Northwest Quarter of Section 24, of Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon; thence North 89°51'44" East along the Section Line 729.25 feet; thence South 8°15'30" East 592.89 feet, approximately along the center line of county Road #43A to a 5/8" rod; thence South 89°51'44" West 814.68 feet to a 5/8" iron rod; thence North 0°01'35" East 586.95 feet to the place of beginning and containing 10.40 acres more or less.

EXCEPT that portion lying with County Road #43A.

Tax Parcel Number: R3224-300

**PARCEL 4:**

All of the West one-half (1/2) of the Northwest Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, containing 80 acres more or less, County of Yamhill, State of Oregon.

Tax Parcel Number: R3224-900

PARCEL 5:

A parcel situated, lying and being in the County of Yamhill, State of Oregon, and being particularly described as 30 acres off of and from the North half of the East half of the Southwest Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian in said County and State, excepting therefrom any portion lying within the right of way of County Road No. 143 (Parrett Mountain Road).

Tax Parcel Number: R3224-1100

PARCEL 6:

The Northwest Quarter (1/4) of the Southeast Quarter (1/4) of Section 24, in township 3 South, of Range 2 West of the Willamette Meridian, containing forty (40) acres, more or less, in the County of Yamhill and State of Oregon.

Tax Parcel Number: R3224-1101

PARCEL 7:

Situate, lying and being in the County of Yamhill, State of Oregon, and being particularly described as the East half of the Southwest quarter of Section 24, in Township 3 South, Range 2 West of the Willamette Meridian in said County and State; saving and excepting therefrom that certain 30 acres off of and from the North end thereof conveyed to Forrest P. Smith; and ALSO the Southwest Quarter of the Southeast Quarter of Section 24, in Township 3 South, Range 2 West, of the Willamette in Yamhill County, Oregon.

Tax Parcel Number: R3224-1200

PARCEL 8:

A portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

Tax Parcel Number: R3224-1300

PARCEL 9:

The Southeast Quarter of the Southeast Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian, in Yamhill County, State of Oregon.

Tax Parcel Number: R3224-1400

Crystal Rilee 9/13/02 Interview #1

Dave: "Tell us the story of the first Parretts that came to this area."

Crystal: "Well, the first Parretts that came were the Everests in Newberg. Dick(Richard) Everest came over from New York on the plains, and they got here in 1846 or '47, for sure. And they settled in Newberg. They got donation land claim in 1858 or so. There was the gold rush in CA, and two or three of them went to CA in the gold rush, and they came back with \$1200 worth of gold. He used this money to send for his sister, who was my great grandmother, and my great grandfather, Samuel Parrett. And they had at that time in August 1852, they set sail from Plymouth, England and came down on The Josephine, and they sailed down with their seven children, and they sailed down as far as they could. There was no Panama Canal then, so they sailed around and they got blown down farther past the Falcan (?) Islands. And they had to wait for the winds to change to blow them back up, and in the mean time, there was a Spanish schooner that went aground, I guess. No, it didn't go aground. It was sinking, and they took all the people off this Spanish ship, and loaded them on and waited for the winds to blow them back to... They got back to the Falcan Islands, and they picked up water and I guess food, if they had any, and put the people off there to find their way back to Spain or wherever they were going. And then they came on to San Francisco, and from San Francisco, they came up the Pacific to Astoria. And when they got to Astoria, they had no money and no food. So they got word by pony express, I guess, back here to Newberg, so that Dick Everest got his horses together, and money, and he eventually got to Astoria. And they came down the Columbia to Vancouver, and there they paid their dues or whatever they had to do. And then they came from Vancouver down the Willamette. There were no Locks in Oregon City. So they debarked and went on another ship on the other side of the falls and go up to Newberg, to what is called Rogers Landing now. And that is where they got off at Newberg, and they have recently fixed that up, Rogers Landing, so it is a regular boat stop now."

Clyde: "What year was that?"

Crystal: "That would have been in February 1853. And then it goes on from there. That's where they started in Newberg, and then they came out and the land that Dick Everest had saved for his sister and family, the Samuel Parretts, was (Wild Horse Mountain) Parrett Mountain, where I still live and own 450 acres of the land, the original donation land claim. And I have bought back several of the farms, as I could, and that is how I have that much land. I'm dirt poor, and I've tried to keep it and I've spent my life and all my money on that to keep it. And now it is more of a burden than it is an asset."

June: "Now tell us about that picture that you have in your hand next."

Crystal: "This picture is of a Parrott. Part of them spelled it 'ett' and part of them spelled it 'ott.' And my branch of the family was Henry Parrett and Samuel Parrett and 'Old Uncle Henry' we called him because he was not married when he came over here. So Old Uncle Henry married which was my into the ...Bristow (?) family, which was my great great grandmother. And he married her and was about 45 or 48 years old so they could have more land. Each one could have about 160 acres. ... This is Dick Parrett and Lizzie Ryans, and she was from Butteville, and he is the oldest. He lived to be 95 or 96 years old. And they have quite a few family, and the 40 acres or so that their daughter had is split up now into five and six acre plots, and they all have nice great big houses on them. They lived right at the top of the hill of the road that we go down to go to Wilsonville, on that hill road. This section where all of these Parretts lived was a subdivision called Ladd Hill because the Ladds, who had the Ladd bank in Portland, that's who they were named after.

June: "We were wondering about that, if it wasn't the Ladds that had the bank in Portland, we didn't know for sure if those were related."

Clyde: "There's a big debate about that."

Crystal: "I'm not sure that everybody has the exact reference on each one of those because you get different versions."

June: "So that's Dick and Lizzie Parrett."

Dave: "Do you know how F.X. Mattheau was related to the Parrett family?"

Crystal: "No. I don't know anything... I remember the name. I have the name, but I don't remember how they were... Mattheau signed the ...to become a territory, and his name is on the stone for those that were 50/50 or fight deal. And his name is on that, and he settled in Champoeg."

June: "You know that I have pictures of him at the 50<sup>th</sup> reunion that they had there at Champoeg, and they came from the Helen Parrett pictures. So, I wondered if maybe he was a relative of the Parretts."

Crystal: "No. He was not a relative of the Parretts. ... I'm sorry that we lost all that history of Helen, that the boys sold those pictures ...(?). I gave them all the pictures that were their family for them to keep. Evidently, they sold them."

Clyde: "I see the Mirault (?) name in there. I used to know some ..."

Crystal: "Now Mirault family came from Switzerland, and they had the butcher shop. And Lottie was an Edwards. He father was Edwards, and she kept all of the history, too. She lived to be 88. He died first, and she died three months after



him. She was my mother's best friend. My mother was born in 1887, and Lottie was born in 1889, I believe."

Dave: "Do you want to explain this picture?"

Crystal: "This is the picture that my grandfather, Richard Parrett, built. First they had a cabin, a log cabin, and then they built this house in 1854. My grandfather was born, the first one born here in the United States, in June 1854. And this house was probably built in 1860, maybe. My uncle inherited the property the second time. He tore it down and used the lumber to build the present house that was kind of down in the canyon next to where the water was, the creek. They built all their houses close to the creeks where they had springs. Then each of those were traded back and forth until each one had a property with a spring on it. He took care of his mother. My great grandfather died shortly; he didn't live here but six or seven years, and he died. And there were no cemeteries, so he was buried there on the farm. As soon as they had a cemetery in Dundee, why they moved him to the cemetery in Dundee."

Clyde: "Is that cemetery still there?"

Crystal: "It's still there, and one of the family of Samuel Parrett is also there. They have all the same names in each generation. Edward and Sam and Thomas; it went on like that. So you have to know by when they were born what generation they were in."

Clyde: "Were the Bakers connected to the Parretts?"

Crystal: "The Bakers are definitely connected to the Parretts, and I have that whole history. I just read it last night until 2:00 o'clock this morning. I have a wonderful history of the Baker family that I thought you might like to publish in Sherwood."

Clyde: "I've got a question. Somebody asked me a question about the ball team that the Bakers and the Parretts..."

Crystal: "Right. My father played ball with Dell Baker, and I keep forgetting all the names. But they all from Sherwood, the Bakers and the Parretts definitely played ball together. And you'll have a picture, most people do, of the ball team."

Dave: "These are pictures of the Stevensons, and we are trying to see how they are related to the Parretts."

Crystal: "Okay. The Stevensons and the Parretts – the Stevensons were Jimmy Parrett, my great uncle Jim's son Jimmy that lived here in Sherwood last. He married a Ryan from Butteville, and her mother was a Stevenson, and this is the property that one of the... Of course in those days, there were nothing but wagons. And

they're buried in the Butteville cemetery. These were, of course, 1897, Arthur and Ann (?); I don't know who that is. I really don't, but this looks like – these are – it says Mr. and Mrs. George Stevenson. And that is how they are connected to the family. She married – Deborah married Jimmy Parrett, my first – my mother's first cousin Jimmy Parrett. And there – like I said, I've been to the cemetery several times where the Stevensons are. There was a little dissention there on account of – some of them didn't speak to the others because they gave the farm to somebody else instead of the family. And that was how they come into the family."

Dave: "Were there – we got a picture here of the Parrett family, the Parrett band, were there many musical people in the Parrett family?"

Crystal: "Yes, most all of them were musical, but me. They had the band, and my grandfather made sure that all of his children played something. And they did, even my aunt who never married, Aunt Bertha. She played the piano and the organ. She would play it – they learned to play it by ear. They just a – he just insisted that they all learn how to play something. And of course, they played – most of them played the violin. And then they played the trumpet, and they played trombone and clarinet. I remember the trumpet – Addie ) Parrett, he used to get out at night, and we could here him two miles down the road playing his horn. He had the bass horn and the other horn. This is the Parrett Band, and of course, in 1881, they were the biggest – they were the first brass band in Oregon. And they played for July 4<sup>th</sup> – all the celebrations, they played. I can remember – they come down here from Parrett Mountain, and my uncle does(?) even walk all the way from here to Tualatin to get in the band. And he gets – he'd get hurt - somebody'd say something or he didn't feel good, and he would turn around and go home. And walked that – they didn't think anything of it – see that was about eight miles. And they walked down here and went back – otherwise, they went in their wagons by horse and buggy."

Dave: "Who was T.H. Parrett and the people that were in the band?"

Crystal: "Oh, I can't tell you without reading it here. All of these were Tom Parrett - he was the oldest one of the boys, and he didn't come to the United States until 1856 because he was apprenticed out to a cobbler, and he had to finish his apprenticeship. And then his cousin, the Everests, that came with him – John Everest and him came in 1856 together, and John was a school teacher. He taught them...(?) Now, they didn't know – my grandfather walked from Parrett Mountain down to where the Pleasantview Cemetery is now. And there was a building there, and that was their schoolhouse, and they used that up until 1940, I think. That was when it was taken down, and everybody used to always go on Memorial Day and bring their lunch, and everyone had a picnic and visited with each other. Course, there wasn't a tenth of the people then like there is now."

June: "Was that called the Ladd Hill School?"

Crystal: "No, it was called the Pleasant Hill School, but it had to be changed in about the last 20 years because there was a Pleasant Hill out of Eugene, and they wouldn't let them – we could not Pleasant Hill. So we had to change it to Pleasant View now. Pleasant Hill Road is still Pleasant Hill, and like I said, it's called Pleasant View for the records. But to us it's still Pleasant Hill."

June: "That's why we get that little – there's always people interchanging those words, and then there's a little confusion."

Crystal: "Now Pleasant Hill School is right there close to the four corners where the mansion is now. And it's - believe it or not, somebody lives in it. Had a lot of different people move in and out of it. And we used to – Parrett Mountain used to go down there and play ball with them. I played softball all my life, and we'd go down there and play ball, and the land was about like this. Just one acre, and it was slanting. So the ball would roll down the hill if we didn't catch it. And it still – still somebody lives there now. It's not in the best of conditions."

June: "And it's right next to the cemetery there?"

Crystal: "No, it's about a mile this side west of the cemetery. We'd go through there, and that was always – you know, we had competition there between us. That was our only exercise, and they would come up to our school and play."

June: "And that was at the Parrett Mountain School. I have a picture of that..."

Crystal: "Now the Parrett Mountain School used to be on the road that came up from Rex(?). That road was put in – we call it 32 Turns, and that was put in in 1932 and 33. And that was the Parretts and the Garlands that initiated that. It's paved now, but it was rock and dirt for a long time. And it's a scenic drive now."

"Let's see. Now this is a house..."

Dave: "I'm supposed to ask you what were some of your first memories of the Sherwood area when you were a child and then show you the picture of the house."

June: "Do you remember that house?"

Crystal: "This looks like the house that I lived in one year down here in 1918 to – from 17 to 18 when my father rented out the farm for one year to Vern Phillips, who was a neighbor – he wasn't a very good farmer either. And my dad worked in the salmon and logging in Scappoose and Ranier, and he'd just come home on weekends sometimes, but not always. I remember all of that about Sherwood, just as plain as if it was yesterday. Mixin' with the Toozes, the Toozes lived across the street, and those girls would come down, and then the kids – my mother loved flowers, and she always had a lot of daffodils and other flowers. And they would come over and pick my mother's flowers. They'd take me then when they had to

go to Carlson's \_\_\_\_ (?) Store, they would go for one or two things. And one day – I could go with them when I had someone to – I wasn't allowed to go downtown by myself, of course. She went after a gallon of vinegar, and it was about twenty-five cents a gallon, and she dropped – we went down the railroad tracks, and she dropped the jar and broke it. So we had to turn around and go home and get another jar for her to go back and get the vinegar. I can remember that especially. And then the – the Andersons lived across the railroad track from our house. The house is still standing. It's one of the oldest in Sherwood. It's still there. And there was a little manufacturing place – they made cabinets, and like that. I don't know whether he still does or not. And the other house is the oldest one in Sherwood, too. It's up on the boulevard, and... the Crystal relatives and the Bakers lived in one of those little h- there's two houses. And I can remember my mother takin' me there to visit. And the little tiny living room – course I had to stay there; I never went any place else in the house. Now they've done it over, the one that's left; they've done it over, and it's a nice lookin' house. And landscaped it also. I think those two houses (you'd think the Smock house is the oldest one in Sherwood) but those two houses are also the oldest ones. They were there when I was in the – in 1918."

Clyde: "What time was the ...?"

Crystal: "Well..."

Clyde: "Didn't one of those disappear? There's only one left."

Crystal: "Yeah."

June: "We'll have to go look at that one, Clyde. I'm –"

Crystal: "This is – this is the house that I lived in."

June: "Right. You told me that story, and so I found the house and took a picture of it. And so I knew that was the house."

Crystal: And I have three pictures of my brother, and there was only my brother and me. And I was sittin' in a chair here in one of 'em. I'll find that picture for ya sometime. I saw it not too long ago. But my aunt got mad one day and threw all these pictures in the fire, and my mother rescued 'em. There's one picture of me as a baby. Part of it is burned off, and the other one disappeared. When our house burned down in 1923, we lost everything. And my aunts would give us back pictures, and that's the only ones I have. But I remember this real well, and I was sittin' in a chair here. And my brother was standin' by me, and my aunt Velma Parrett took this picture – or a picture of this house. And I was easily hurt – my feelings got hurt real easy, and so – and so I got up and went back in the house. I wouldn't come out to have my picture taken. I remember that.

June: Didn't you go down to where Stella Olsen Park is and play at Cedar Creek when you were little, too?"

Crystal: "No, that other side."

June: "Oh, on the other side."

Crystal: "Melvin Anderson and I – he was about five years old or so, and he and I used to play together, and we'd sneak off, and we'd go – can you imagine the two of us, kids that young, and we walked down the east – the east. We went to that crick, whatever it's called – the one they're makin' the changes on right now; the one they're doin' over."

June: "Oh, on Rock Creek. So you walked down what would be Oregon Street. Yeah, oh my goodness."

Crystal: "Yes, Oregon Street. We would walk and run down there and play, and we knew not to fall in the crick. And we would play for awhile, and then we'd come home. He'd always get a whippin' for something, and I – cuz he'd run off, and they'd have a haystack there, and he'd hide in the hay, and they'd come along with the pitchfork and try to get him out, and I'd cry all the time cuz I was afraid they was goin' to hurt him."

June: "So we did find your house."

Dave: "Do you remember when the first automobiles came into Sherwood?"

Crystal: "Well, I think Doc Rucker had it. Doc Rucker had a car – one of the first ones when they came out. Otherwise, I don't know. My brother and me had a doctor from Newberg, and that was horse and buggy. And my brother, Forest, he evidently, had Doctor Rucker. And my brother Glen, who was born 1927, he had Doc Rucker. And he came up to our house, and in 19- we didn't have a car in 1918, and the like. And 1923 is the first Ford that we had, and the Amel(?) – we got it from Amel Loranz. And he taught my mother how to drive. I know some of those stories you had, the name's spelled 'R-A-N-Z.' And another..."

Clyde: "Yeah, and I spelled it wrong in my book. I put a 'T' in there."

Crystal: "L-O-R-A-N-Z was his name, and um he's the one – and my dad learned to drive – I don't know how. I guess by himself, and a – and he taught people..."  
\*FLAW on disc – skipped ahead

"...bad places, and he \_\_\_\_\_? ahead – and he had my aunt in there; he was goin' to show her he was goin' to make the hill on high. And he got up there, started up there on the level and hit the gravel wrong and tipped over. It didn't hurt anybody, but my aunt always told him she wasn't ridin' with him anymore."

Dave: "Do you remember the first time you drove in a car?"

Crystal: "I drove?"

Dave: "Or when you drove or rode in a car?"

Crystal: "Oh. Well in 1929, we got a beautiful, seagreen Chevrolet touring car, Phaeton, they called it. And in 1929, when I was 14 years old, and my brother could drive it, so I thought I could, too. And I went down the road and was tryin' to go as fast as he did. I slammed on the brakes and went up on the bank. I didn't do any damage, but the neighbors must have called down, and my dad came up after me and took the car away from me. I remember that. And a – but I drove that from the time that I could – from the time you got a license at 16 and been drivin' ever since."

Dave: "Um. Do you know any Chinese or Japanese people that lived in the area?"

Crystal: "Yeah. We used to have – when they first came here, they cleared the land, and they raised hops. That's what they raised in Kent, England. And they raised hops here, and we had little shacks down in my time – we had shacks down at the south end of our 80-acre patch there. And that was all hops, and the Chinese did the hops. The ones that picked the hops, and my dad used to take me down there to watch 'em eat rice, and you know, you didn't talk to 'em, of course cuz you didn't know what they said. But they were tolerant, and they treated us as...like..."

Clyde: "Did they dress any different, or did they fix their hair any different?"

Crystal: "Yeah, they had – they were just like Chinese. They had queues and the straw hats, as I remember 'em, and um just like the Chinese, they didn't dress like we did. But they had 'em up there until 19- I suppose –1918 or so. I can remember the shacks. Now, well we raised strawberries on all that land until we couldn't get the help – until the war broke out. We just got five cents a pound for 'em and paid two cents to pick 'em. We brought 'em down here to Sherwood to the Bodle(?) Company, and Bill Edwards was the one that did the negotiations. We um – we thought that was a big deal to come down here on the wagon. We had trucks then – we had trucks in the last year when we had strawberries, and my brother drove the trucks down. And then it got to – in 1953, when I returned from workin' all over the states and Hawaii. I kept it up for two or three years, and then I couldn't handle it anymore. It was too, you know – we used to pay twenty-five cents an hour to have 'em hoe strawberries, and now – like that time, you had to pay a dollar and a half to keep e'em."

Clyde: "Do you remember then before the cannery, what it was like to sell produce? Produce wouldn't keep. Would you have to throw out what you couldn't sell?"

Crystal: "Yeah, yeah. The cannery's down here. There was the Grave's(?) Canning Company, and then it was somethin' else. And then it was Bodles that had it, and then (who was the last) Sherwood Canning Company. And then the last one was La Salle Brothers. I remember that was the first – I got sick, I had appendicitis. I didn't know – I really hurt, but I was runnin' up and down those hills, carryin' the crates, unloadin' 'em, and um, I got this terrible pain. I didn't say anything to anybody for a little too long. Then it got to where it really hurt, and my mother just thought I – it was somethin' else. But finally, we did call Doc Rucker, and Doc Rucker brought me down here, and that was in 1929. And Doc Rucker stopped and had lunch at his house over here before he took me to Good Samaritan, and they said I just barely got there in time. They operated right away before they probed, and I was there – can you imagine I was there for two weeks. Oh, that was big time. I think that the nurse got \$7.50 a day. Now you stay two days, and they boot ya out."

Dave: "What do you remember about Good Samaritan Hospital? Do you remember like the Wilcox Building?"

Crystal: "Yes, I remember the Good Samaritan Wilcox. All babies there, and a – well, we went there – that was one of the main hospitals and St. Vincent was there also. Of course, I've been in St. Vincent a lot of times since."

Dave: "Oh, was any of your family or yourself born at the Wilcox Building?"

Crystal: "No. My brothers were – well, I don't know where I was born, to tell the truth. When I think about it, I must have been at my grandfather's house – that picture that I had – I must have been born there. My brother Curtis and my two brothers younger than me were born at home. The last one was born in the log cabin that we built in 1927."

Dave: "Do you remember going dancing at Starr Hall at all?"

Crystal: "Yes, everybody that could dance – my dad wouldn't let me dance, and um, I went there, but I never did learn to dance. The Langors all went there, and um, always took me and Margie Langor and I were best of friends. And I used to come down and stay at her house, and she used to come and stay all night with me. And a – and she and Clarence are the only two that are still alive from that family. And the Chambourgs(?), they were my good friends, and yes I – everybody went to the dance Saturday night, or I went to the movies – I went to the theatre."

Clyde: "Where was the theatre?"

Crystal: "The Francis Theatre in Newberg and the Cameo Theatre – and in Sherwood, it was just the Sherwood Theatre."

Clyde: "Is that where the Rebekah Hall is?"

Crystal: "That's where the hall is, where the Rebekah Hall is now. That's where I went to the movies."

Dave: "What kind of crops were grown on Parrett Mountain?"

Crystal: "Well, we had grain – everything, wheat, oats, and barley. And strawberries and blackberries – black caps we called 'em. We also had loganberries, and yumberries(?), when they came out. And they logged all the timber that they could, but I mostly picked strawberries."

Dave: "How did it come to be that the mountain you lived on became Parrett Mountain?"

Crystal: "Well, it was called – originally, it was called Wild Horse Mountain, and a the deed that my grandparents had had Wild Horse Mountain on it. And the family that got the deed - it disappeared, ya know. I saw it, and it was in the safe in one of the lock boxes, but now the family claims that they don't know where it is. But I know some of 'em do cuz they wouldn't have thrown it away."

Clyde: "And Corral (he pronounced it 'coral') Creek."

Crystal: "Well, it was – there used to be lots of wild horses up there, and the Indian arrows, and when my dad plowed, he used to plow up Indian arrows all the time. And we had a whole box of 'em, but they disappeared – everybody wanted them, but they disappeared out of our house. I found one in the 1950s down by my spring, which is down in the canyon, and that's the last one that we found cuz when you're plowin' with the horses and you're close to the ground and you see 'em. On the tractors you don't see 'em, and I'm sure there's lots of 'em up there yet."

Clyde: "You said Corral Creek got its name from..."

Crystal: "Corral Crick – that's where they used to um – the flat place down south of my property in section 25, where they used to round up the horses. And it was a round, flat area, and they could hold 'em in there. And that's why they called it Corral Crick. And the Crimenes(?) are the ones that lived in that area, and the Parretts, too – the Parretts, the Jimmy Parretts lived there, and then on that hill as I said where the school was was where my mother's first cousin Richard Parrett lived. And then Jimmy lived just down the road a few feet, on the other side of the road – of Ladd Hill Road, and the Sinclairs and a, the Clocks live there now, and the Hines. My Uncle Charlie Smith married Gertrude Hines, and she lived there on that hill road. And now there are beautiful, big houses there now."

Dave: "What other families lived on the Parrett Mountain?"



Crystal: "The names of 'em? Well, like I said, on that hill was the Sinclairs and a, let's see - George Sinclair, he was a mason for a long time, and a Hines - and Smiths. There was some Smiths that lived up there close to us, and the other - and the Heters came soon after, in the 1870s or - and they have a nice history, and we have that, too. The Adams - Mrs. Heter was an Adams, and a, let's see, Loughlins(?), Loughlins had the telephone company down here, and Mrs. Loughlin was the operator. We had a, you know, 10 people on the line - when you pick up the phone and 'number please,' and then when they'd ring - we all had a different ring, everybody would listen in. Our ring was a long and two shorts, and sometimes we weren't very nice about it. Thelma Smith and Margie Langor or Hazel Chambourg and I would get on the phone, and we wouldn't let anybody have it for as long as we'd talk and should have. And the Krugers - the Krugers used to holler at us for that - there was a whole bunch of Krugers' kids. Walt Kruger and I - we used to be the ones that went to all the funerals cuz we were the ones that knew everybody. Walt got killed gettin' his mail one day."

Clyde: "That happened just a few years ago."

Crystal: "Yeah, that was a tragic thing to happen, and his son runs his cattle on part of my land now."

Clyde: "There was Rinehold(?) Kruger was his brother - brother to Walt. Do you remember him?"

Crystal: "Who?"

Clyde: "Rinehold."

Crystal: "No. Oh yes! He was one of the last ones, wasn't he? He lived in Portland - he never did live out here. There was Fred, Johnny, and Gus, and them and the Westons, they lived across from each other - they used to feud back and forth. The boys, they'd get in fights."

June: "These are the Krugers that lived on Kruger Road. These are the other Krugers."

Crystal: "No. These are the other Krugers."

June: "Here's a couple pictures I'd like to know some things about."

Crystal: "Okay. This is James Allan Parrett. He's the one that lived south of me until he moved to Sherwood. And this is Debbie, his second wife, and she was a Stevenson in the Stevenson family. And that's who that is at the wheel. Now this is Uncle Jim's farm below us, and they always had a pond there, and a, this was three of the kids, I'm sure. I imagine the girl is Dolly, who was Dolly Eyes(?). And a, I can't tell - well, there's two girls and one boy, so I have no idea who it could be. But this is - my property is just back of these trees."

June: "And is this the area where they used to corral the horses? In this area, or was it a different area?"

Crystal: "Yes, just a few feet on down – eighth of a mile is where Corral Crick where they corralled all the horses."

June: "Ahh. Just down from there."

Crystal: "Yeah. This was where Corral Crick goes through."

June: "I'm curious about those wild horses. Did anybody ever say anything about where they um, you know, where did these horses come from?"

Crystal: "Well, the horses just ran wild around here. They was all over. Yeah, they were wild horses, and they corralled 'em and tamed 'em, and that's – and used 'em, whoever did. I \_\_\_? of course, the government – the land management would take control of 'em. But I don't remember that era. That was before I – before my time."

June: "It's just really curious. Someday we'll find out, find out where they came from."

Crystal: "Yeah, we'll a – just like me. I have all these records that are a hundred years old, and I've kept 'em. And like I said, when I became ill, I just didn't do anything – I just piled 'em up, but I still have them. This is – I'm tryin' to get 'em all out and recorded before I have to go to the other land. I've already been through hell, so I can't go there again."

June: "Been there, done that."

Dave: "What do you remember about Six Corners?"

Crystal: "Oh, Six Corners was always 'Blue Town' to my dad. And they all went out there, and of course, all the boys – they was always fightin' with each other, and a – but it was the Germans, the Germans were settled out there. And my dad always called it Blue Town."

Clyde: "Ever hear any stories about why they called it that?"

Crystal: "No. No, I don't remember. I must've heard – my dad must've told me, but I don't remember."

Clyde: "Nobody seems to know."

Dave: "It seems to be the question of the hour is why."

Crystal: "I don't know why it was called Blue Town, but it was. I don't know - now I might run on to something. It might - I'll ask - I haven't got that book yet, but my aunt, Ida Sewell(?) kept a Sherwood (?)."

Clyde: "Oh, you haven't found it."

Crystal: "No, I haven't been able to see it. I never did get to see it. I'm sure there might be some articles in there of Blue Town."

Clyde: "Apparently, it was somebody painted a house blue. That's all I can gather."

Crystal: "Yeah. It might be that they had all their houses painted blue. Sounds logical, anyway."

Dave: "Now, here's some pictures - I think Mrs. Reynolds wants you to see if you can identify."

Crystal: "Okay. Okay. Now, now I don't know what these are, but these are the pictures - these are the fellows that was around here then, like in my dad's time. And this is the way they would look, and now I don't know whether that's a caboose. It could be a caboose, caboose that they stayed in. Or it could be the train marker. The ones that worked on the train, and I don't - let's see, there's one in here that looks like it could've been my dad. ... Probably the Cockrans(?) or let's see, well, I really can't tell you who these are, but they would have been like a - let's see, there's the Allison(?), the Sloves(?), and Andersons - there's quite a few Andersons, and there was the Smiths, and um, the Hosnogals(?) - the Hosnogals, there was quite a few of them, and there still is. There are a lot of those in Beaverton and Hillsboro. And the Fitch family."

June: "Crystal, can you give us a rough estimate about when - what year those pictures would have been taken?"

Crystal: "Yeah. I think these pictures would have been taken about 1900 or 1910."

June: "Oh really? Cuz I really couldn't tell, you know, about..."

Crystal: "Yeah. I would say these are 1910-15."

June: "Okay. And was - was the - can you - maybe you already answered this, but about where would these pictures have been taken? Do you got any ideas?"

Crystal: "Well, it was probably down here by the railroad tracks. Right down there by the railroad track in town, by the depot."

Dave: "Got a few more pictures."

June: "Those are miscellaneous things there."

Crystal: "Now I should know who this is, but I don't. This is some of the Parretts, and these are the kind of - their hobbies was having nice, big stallion. And a, but I don't have any idea who that is. I'm sure I'd know if they'd tell me. It could be Edwards, cuz she was - Nellie Edwards, she would have rode the horse - Billy Edwards' wife, and that could be a Parrett or a Hess - could be a Hess. I was - I wish I could. And of course, this cemetery, I've written on this, long ago for Earl Parrett's family. And I have it - it's my great uncle William Parrett and his wife - my great great grandma, that's her grave. This one is a Stevensons that were connected with my great uncle Jim's family in Butteville. And she - this one may have married a Parrett. And this is Richard Parrett's house at Ladd Hill. This is the one at the top when you go down Ladd Hill Road, this is at the top where the schoolhouse is, and that's where they lived, and this is their house. And that's probably him and Debbie. And that house is still there."

Clyde: "Do you ever forget anything? You know everything; do you ever forget anything?"

Crystal: "No, but you know I had the most derogatory letter you could ever imagine that my cousin is supposed to be college and really highly educated professionals, and I had - it's the worst word - I wouldn't think that anybody that'd gone to college would have the nerve to make up all that stuff about me and say it. She said I was sufferin' from dementia because I was tellin' all these lies. Well, they weren't lies. They were absolutely the truth, and - on her mother, because she was the one - she suffered from not being recognized, and she wanted everything she did had to have her name on it that she was the researcher. She informed me that she was a professional researcher, and I thought well, anybody can read all those old graphics and Sherwood papers and find out the news - some of it is wrong. It's published wrong in several of 'em, of course, and a - but they took it for a - that was their - they're the only ones that knew about the Parretts - she admitted at first that she didn't know anything about the Parrett family, but at the same time, she took time to criticize me and say that I was ludicrous, what I said. And I wasn't. It was the absolute truth cuz I'm the one that remembers."

Clyde: "Did we get down what year was her birth year?"

Dave: "Was it 1918?"

Crystal: "No, I was born June the 24<sup>th</sup> 1915."

Clyde: "Do you remember an old livery stable?"

Crystal: "Yes. I remember we used to come down here to Hosnogals - Hosnogal shoed all of our horses, and I'd come down with my dad - my dad always took me. I'd cry until he took me. And we'd go to town, and he was good about takin' us kids

wherever. He didn't just make us stay at home like most families did. And I would come down there and sit there and wait until the horses were shod. Then we'd go back home."

Clyde: " 'Member August at all, August \_\_\_\_\_? What he was like? He was kind of stooped over."

Crystal: "Yes. Right. That was him. I sure do remember him."

Clyde: "And then there's a house that he owned that's still there, isn't it?"

Crystal: "Yeah. That's where Bud Voss(?) was born in that house."

Clyde: "Where was his shop from that house? Was it closer?"

Crystal: "It was right by it, right beside it."

Clyde: "Closer to the railroad tracks on that side of it?"

Crystal: "No, it was on the – start up the hill."

Clyde: "Oh, it was away from that."

Crystal: "It was on the left side goin' up. It was right by that house – kinda down where the Division Street is now."

June: "Yeah. Kinda on Division in back of that."

Crystal: "It wasn't – it was right on the street, on South Sherwood Boulevard. Yeah."

Clyde: "Did you ever take the train to Portland?"

Crystal: "My grandmother – my uncle had diabetes, and he was in the sanitorium in Portland. We used to – my grandma lived a mile outta Newberg north, and we'd come to town. And that was another privilege that we had that my grandmother would take us – she took me on the train to Portland and visited my uncle. And then we'd come back on the Old Red Electric. Then my aunt used to take me to Tualatin – Mrs. Galvirth(?) lived on the Tualatin River, and she'd take care of her house sometimes when they'd be gone, and I'd come down here, and we'd spend the night at Mrs. Galvirth's house. That was in Tualatin. I don't think it's there now. Somebody tried to save it – Swinks(?)."

Clyde: "The Swink House? You lived – you were in that house? That house is still there."

Crystal: "Yes, Uh huh."

Clyde: "You spent time in that house?"

Crystal: "Well, like I said, I'd spend the night, and then we'd get on the train and go back to Newberg."

Clyde: "Was it a boarding house or something? Or you just knew the people?"

Crystal: "Yeah, I just knew the people, or my aunt did. Yeah, the Galvirths were very good friends of the Parretts. Now let's see – think of some more names – we'd get off at Rex and walk up the hill from Rex to Parrett Mountain. That's the way my dad would come down, he'd come down from Scappoose when he was workin' and um, get off the train, and sometimes there'd be snow – snow used to be a foot or so deep them, two feet. We'd always sit there and wait. We'd always know when he was comin' down over the hill. And the Moad(?) family, now, lived in our house from the time my folks moved to Newberg in 1917, and they rented that house for quite a few years, and several of the children were born there. Now I have a good history for you for the Mode family. And I'm goin' up to Leroy's, or call him up and I have it there, the whole family, and I'm goin' to pick it up and have him bring it up to date from 1976 forward. And I have a lot of history in that family, too."

Clyde: "Do you remember a Rex school? What else was there?"

Crystal: "A Rex school? Yeah, a store, and a post office. And that's about all that was there. Well, there was a big building we used it like a feed store or something where – there was a..."

Clyde: "It was quite a place."

Crystal: "Yeah, and a that's where we rode down on the school bus. We picked up everybody at Rex and went on down to Newberg. And when ice was on the street, we'd turn on the highway, we'd make a full turn in the center of the highway. And I can remember that a couple times."

Dave: "Do you remember as a child if they ever showed movies at the cannery?"

Crystal: "Movies?"

Clyde: "Back in the 40s they used to show outdoor movies near the cannery."

Crystal: "No, I don't remember that."

Dave: "Alright. And then the other thing is we have some different names we want to see if you can identify 'em for us."

Crystal: "Okay."

Dave: "Amos Z. Hall?"

Crystal: "Amos Hall. I read it in the story there that I got Lottie? \_\_\_\_\_? gave me that history. She knows the Halls and her, and the Moralls or the Edwards really was her family. And \_\_\_\_\_? Samuel, Mark, and Parrett, and they lived in Newberg, kinda at the base out of Rex, and one of those nice farms, let's see, Snow his name was Snow, and he lived there. And that was a big deal when we could go to their house."

Clyde: "What other names to you have?"

Dave: "The Mary Ellen Smock(?)"

Crystal: "The Smocks, yes. I can 'member Nettie Fitz(?). I can remember her real well, and she'd walk up – to us it was a big town. And then – I remember the Smocks."

Clyde: "Dora ...Doris. That was a daughter."

Crystal: "Who?"

Clyde: "Dora. Somebody said her house has been torn down just recently, but I don't know."

Crystal: "I don't know. I just rem..."

Clyde: "Fitch and Visk(?), remember those names? Fitch?"

Crystal: "Fitch, yeah. The Fitches and the Smocks and then, of course, what was the doctor before – Ricker. Ricker, that's it. I remember him."

Clyde: "Remember where his office was?"

Crystal: "Yeah, I think we was over there about – it seems like we was..."

Clyde: "Sylvia Hosnogul remembered his office being over where Gatrell's(?) Funeral Parlor is today."

Crystal: "I would think that in that area was where it was."

Dave: "Do you know about J.D. McConnell?"

Crystal: "McConnell lived up on Hood View, that's what we called it. And then they had the store also, and McConnell – Ellie(?) McConnell, I think she was born on the 80 acres next to me on Parrett Mountain. That was McConnells before the Staples bought it. And see I remember the Staples, and they're buried at Pleasant View."

Clyde: "Do you remember the businesses McConnell and Hall?"

Crystal: "Yeah. Right."

Clyde: "Do you remember goin' in there? Did you buy food there? What did you buy there?"

Crystal: "Yes, I remember goin' in there. Oh, shoes – maybe we'd get a pair of shoes once a year, and my dad'd get overalls and shirts and Carson Shirts is where we bought shoes. And whatever we needed. Our mother made most of our dresses."

Clyde: "Can you imagine walking from McConnell and Hall down to Carlson's Shirts? Do you remember the stores between them?"

Crystal: "No. I'd have to see the picture of it to remember. Well, they were still around in the box, weren't they?"

Clyde: "They were pretty much the way they were today."

Crystal: "The hotel did a business(?) the one over where Mansfield Grocery was."

Clyde: "That was a hotel?"

Crystal: "Yeah. That was a hotel – up above was a hotel."

Clyde: "That was the Rollick(?) Building?"

Crystal: "The Rollick Building?"

Clyde: "A hotel; they had people living up above?"

Crystal: "Uh huh. Now Rollick, there's where I lost all my history. It didn't mean anything to him and his wife – him and his wife were always in California. They came back and cleaned out the house when Clara Hagey(?) – it was his mother, um, moved from wherever she was, one place to another. All those pictures and what did he do, he took and put 'em in the dump. I was so – I wanted to go down to the dump and try and find 'em – he said that's where they were; they weren't any good. They were to me, but I didn't have the nerve to go down there and search through the dump – what somebody could do, and you know, I couldn't believe – we didn't have any historical society or anything. They just dumped 'em. And a lot of the family, you know they didn't give a hoot about anybody else."

Dave: "Anna Riser(?)?"



Crystal: "Yes, Risers, they were good friends. And Earl Riser..."

Clyde: "That's Riser without the 'n.'"

Crystal: "Yeah. And their folks were good friends of the Sewells, and everybody around here. You see, my uncle Willy Smith, he worked in the store until 1924 or 5, they moved out to Salmon on the Salmon River. But Otis – they had that big barn for so long, and then when that highway 18 went through the middle of his place, and he didn't have – they shoulda built a tunnel underneath the highway so he could go from one part of his lands to the other, and they didn't. And that was always terrible."

Clyde: "The most interesting story you ever told me – it was fascinating, and I still don't know why you wouldn't want to tell that story."

Crystal: "Well, what is it?"

Clyde: "It was about Centralia. You had a relative that was involved in some demonstration."

Crystal: "Oh, yes."

Clyde: "And I kept wondering why wouldn't you cuz that was the most interesting story I've ever heard."

Crystal: "Well, it is, and I have part of it written there, and I have part of it written."

Clyde: "Is it just after World War I?"

Crystal: "Yes, it was written – well, it was an Everest, an Everest, and they hung him."

Clyde: "And he was in a military uniform? Is that what I heard?"

Crystal: "Yeah."

Clyde: "He was home from the war? And they hanged him?"

Crystal: "Right. It was..."

Clyde: "Why did they hang him? He was in a...?"

Crystal: "He was in – when I was goin' to high school, one of the Everest boys – we was discussin' our family, and he said somethin' about – he was a rene-renegade, they called 'em. Yes, we had the complete story, and when I went up to Centralia, and we had a whole day of celebration about that. That was the union, the union was fighting."

Clyde: "Was it the wobblies?"

Crystal: "Uh huh, the wobblies."

Clyde: "Cuz we read about that in the history books."

Crystal: "Well, I'd like to see anything that's written about it. I don't have that much, but somebody had a western magazine, and somehow when they was publishin' them, I gotta hold of it, and that story was in there. Now I have it somewhere, if the mice haven't chewed it up."

Dave: "What do you know about Joe Moreback(?)?"

Crystal: "Well, I can only remember Joe Moreback at the bank cuz we went there all the time. That's how I remember him, and his sisters – and they belonged to the Methodist Church, and their pictures are in some of their things, and they was a Rebekah – they were Rebekahs."

Clyde: "Well, Moreback was a kind of an unusual fellow just to know him. He didn't stand still; he jumped around a lot. He was kinda loud. He was a kind of a harsh person, but was a nice guy. But he was kind of interesting."

Crystal: "Yeah, but a – now I have the clock that was in the Citizen's Bank."

Dave: "What happened to his left arm?"

Crystal: "I don't know what happened to his left arm."

June: "It got caught in the waterworks system, the city waterworks. He was working for the city waterworks, and his arm got caught cuz it was – there were a lot of gears. And they couldn't..."

Clyde: "Dave Grand said it was all because he wouldn't stand still. He'd get into with all these stuff, and he'd be jumpin' around."

June: "Tryin' to fix somethin' probably."

Clyde: "He was a very energetic fellow."

Crystal: "What other names ya got there?"

Dave: "The Carlson and Shirk(?)."

Crystal: "Yes, I remember them real well. Mrs. Shirk was always workin' her head off for everybody and everything at the library. She kept the library goin' – another one was the Cuthills, and I think the Cuthills had a pharmacy. And the Ballards –

the Ballards is another one we have. My brother Curtis who was born in 1911, he drove our 1923 Ford, come down here and picked up the Ballard, and see – one of the Voss boys, and somebody else, and they drove to Newberg and went to school, and when it was bad snow and ice, they couldn't go. They rented a room down there from Jakewoods(?), and they stayed in Newberg for the end of the snow. And that's what I used to do with the post office. I worked at the post office from '61 to '76. When it was snow and ice, I stayed with the Pacts(?) down by the park, so I could get up at 4:00 o'clock and go to the post office."

Dave: "Do you know Tom Welita."

June: "No way. That was in –"

Dave: "Oh, in 1898. It's too early."

Clyde: "Where was Fields? Is that name – is anybody here named Fields?"

Crystal: "Field?"

Clyde: "Field with an 's' – Fields.

Crystal: "Yes, and probably was, but I didn't know him."

Dave: "Um, Dell Baker?"

Crystal: "Yeah, Dell Baker. My dad played ball with him. I have a good picture of him in his baseball outfit."

Clyde: "Dora Dentley(?) called me one time, it was about 10 years ago, and she says I'd like you to know that Mrs. Baker has stopped cutting her lawn, and she refused to trim her hedge, and I hope you're satisfied. I had no idea who she was talking about. She said she's totally angry with you because you didn't report on the Bakers in your centennial. Are there any Bakers left that we could talk to?"

Crystal: "Somebody – that's what I wanted to tell you – somebody just asked me recently if I knew the history of the Bakers, and I said no that I didn't. And then when I found this box, there's the whole history of the Bakers in there. The whole \_\_\_\_\_? I'd like to have that published. I wish the Gazette would publish it for 'em. There 'em – it's very interesting, and if they would put that in, it woulda helped a lot of 'em, I guess."

Dave: "Do you remember Marshall Fisk(?)?"

Crystal: "I don't – I remember Bill Fisk was a postmaster, and his daughter Juanita and I were very good friends. And they used to come up and pick berries for us, and the Atterberries were another family that was here, and the Salsbury."

Clyde: "What's the strangest thing that ever happened? That you never could figure out, anything really weird happen around here? I always like to ask people that question."

Crystal: "Oh, well, I don't know. When they had the slaughter house – when Max Brawl had the slaughter house over here – 'bout where the senior center is, and that was all trees and the like, and I know we used to be scared to go down there. That's when I was a little kid, that was where we didn't go."

Clyde: "It was kinda spooky over there."

Crystal: "Yeah."

Dave: "Do you know David Alexander?"

Crystal: "No. Now that was a name that was familiar here. I don't make the connection yet."

Clyde: "Well, this woulda been 1890s."

Dave: "Now where did you – did you go to high school?"

Crystal: "I went to school in Parrett Mountain for the eighth grade – only went seven years, but I skipped the first grade. Cuz my uncle taught me how to read and write when I was four years old. I went to high school by bus from Parrett Mountain – all the little schools – Chehalem Mountain, and Rex, and all of 'em, they consolidated, and they was called Newberg Union High School. They did away with all the little – Scholls, and West Chehalem, and Springbrook, and Dayton always had schools, and Dundee, but the rest of 'em all went to Newberg."

Dave: "What's your favorite memory from high school?"

Crystal: "Oh, we had all kinds of crazy things went on. One year in '32 and '33, the Willamette froze over and we – some people put their Fords out there and drove on the ice across the river, and we all got on toboggans, and the principal and the teachers used to go with us, and they'd take us on the toboggans on that ice across the Willamette River. See, I'd be scared to death to do that now."

Clyde: "You had an interesting job. You went all over the country with Civil Service."

Crystal: "Yeah. I went from – I started out from social security in 1938, January the 2<sup>nd</sup> was when I first started out. I was supposed to go before, but I stayed here til Christmas. And that was the year we had the big flood on the Onion Swamp. So, I was havin' my hair down in Newberg to get ready to go and catch the train that night. They called up and said if you're gonna go to Portland, you'd better get

goin' right now. So I had to get up and my brother took me, and we got over – I packed my one bag fast, and I took one locker, and I got to the train, but he couldn't get home. He had to stay there all night, and he come back the next day. Now that's when it really flooded in the Onion Swamp, and it's done that several times since. And I went to Baltimore, and I was there 2 ½ years, and I punched everybody's social security number and what they did. And then I transferred to Washington D.C., and I was there December the 7<sup>th</sup> 1941, and then they right away started getting all the military together. And they put a new base at Cherrypoint, North Carolina, and my navy – the commander Harrington, that was the head of – that knew me, he took and recruited his crew and went down, and that's when I got a better chance. I was the head supervisor of the payroll at the Marine base. And that's when my mother died, and I come home and went back in '42. Then as soon as I could, I got a job at the – in Tacoma at McCord Field at the Air Force. And then I got transferred to Seattle, and they did it over. And I stayed in Seattle until they did away with the regional post office. No, I transferred to San Francisco. I got married, and I transferred to San Francisco, and I had the best job there. I was supervisor of the payrolls for the War Assets Administration. And two consolidated, RFC and then my husband got transferred to Honolulu, so I went to Honolulu, and got a real nice supervisor's job out in the pineapple fields at Owahiwa(?), and I had that for three years we were there. And then I transferred – we got sent back, and I worked in Seattle again, and then they did away with the regional office, and so I got back to Newberg. And I retired from Newberg in '76, 32 years I w..."

Clyde: "You really got around. I'm looking at this. It's from Lottie? Meralz? to the mother Eliza Edwards Haty(?), Mary Eliza Ellison, and it's a birthday book."

Crystal: "Yes, she had a birthday book."

Clyde: "What happened to that?"

Crystal: "Well, I don't know. Whoever got Meralz' stuff had it, but I don't know. But everything is there that she had in it."

Dave: "Do you have anything else that you'd like to show us?"

Crystal: "No, I – this is the kind of albums that everybody had, most large ones, and they put their pictures in it, and these just have a few in it left that – by Parretts. This is Walter and Addy Parrett, and they were our main contact when we were kids. This is about 1930 or before. Addy Parrett died when he was 56 in 1936, and Walter died in 1948 when I was in Honolulu. They never married cuz their girlfriends died. And then Aunt Jane Ellison married Henry Parrett. See, they weren't married when they came here from England, so and – her husband died in Wilsonville, and the Wilsons were relatives, too, the ones that Wilsonville's named after. And I have contact with the Ellison family, and they have a reunion every year in Redcloud, Nebraska. But I've never been able to go cuz that's when

we have the Bristol reunion here in August, like the second Sunday in August. But if I am alive, I will try to go next time. This is one of my cousins, and these are taken in 1890. These albums – and the \_\_\_\_\_? – and there a – and our family's related to the Westons and intermarried, and the Ellison family, and there's a lot of them up in the cemetery now. And the Beavers, that was the - Beavers are... I have know – that family and the Westons. See, Mrs. Weston was a Beaver, and a – I have some of that history. Just before I came, I found a picture of the wreath that's made of her hair – from the girl's hair. And a wreath was made of it, and I thought somebody stole it because it was misplaced. And she just found it yesterday, and I'm so glad for that. And none of the other pictures that's worth two or three thousand dollars that my grandmother had, and they must have got it as a wedding present in about 1902 or something. And so I'm gonna take it now to be appraised and see what it was. It's got banged up, and there's just a lot of things that are 1900 and 1890s up in my room. And in fact, I have the dress. I keep saying I had the dress when I went to go to the lace tablecloth that I bought in China is missing. It's not there in the drawer where it was. I've only used it when my son got married and had it for the rehearsal dinner that I had. And I'd like to try to find who got that. And a lot of my treasures, I say my husband gave away to people that he shouldn't have."

June: "We're going to have one final question, and I think we'll break for today. And um, cuz we're coming up to see you on the 28<sup>th</sup>. Yeah. I'll talk to you more about that on the phone. The kids don't have school, and I have some free time in the afternoon when I can get away from the school, and I can bring the kids up, and we can look at stuff up there."

Crystal: "That'll be fine."

June: "And we'll bring the video camera, and we'll video some more."

Crystal: "This won't be very good, I don't think."

June: "This is great. You don't know how much – this is a wealth of information. One more question – where did the Beaverts(?) live?"

Crystal: "They lived over by Oregon City in like Beaver from Beaverton. No, not Beaverton. There's something that's got "Bea" over there on one of the cricks, there's a river. It's just closer to Oregon City."

June: "There's a lady who's writing a book on the Beaverts, so we'll have to ..."

Crystal: "Oh, I'd like to get that."

June: "She's got quite a bit of the information, but she's still looking for more information. We'll have to gather that up and give her a copy."

Crystal: "Well, since Cecil Weston died, we don't - I don't have very much. I don't know - she's the one that knew the history."

June: "This lady's been very nice. She came to one of our history workshops, and she gave us a bunch of postcards. Remember the postcards - one was from - one was to the Smeltzers(?), which was up on Chehalem Mountain, and we knew that my brother and one of the Smeltzer boys got into one of the old picking busses, and they had some of those post cards. And somehow - somewhere along the line, someone had sold one of them. And a - so she had some. So we took pictures of them, so now she made a bunch of postcards, so that Robin Hood Festival. She's giving them to the Historical Society, so we can do what we want with them. We can sell them and give them out to people, and this kind of thing. So, she's been really nice to us."

Clyde: "Who is this?"

June: "Vicki that collects the postcards."

Clyde: "Oh sure, sure."

June: "And she's doing the book on the Beaverts."

Clyde: "They're on the map of the old donation land claims - there was the Beavert land claim."

June: "It must have been maybe over that hill somewhere that was..."

Clyde: "Well, I'm sure they spread out. There was a Beavert that just - I don't know south of Hall Plain(?)"

June: "So that must have been where they were located."

Crystal: "Where were you from?"

Clyde: "Here. I was born in Newberg."

Crystal: "Oh you were?"

June: "You went to Newberg High School then, didn't you?"

Crystal: "Mm hm."

Dave: "Does that about wrap it up for today?"

June: "That pretty well wraps it up today."

Dave: "Well, thank you for your time."

Crystal: "Well, thank you."



## Crystal Dawn Smith Rilee

June 24, 1915 – December 6, 2006

Crystal Dawn Smith Rilee lived 91 years, 5 months and 12 days, but the things she experienced could fill a life twice that long.

She was born on June 24, 1915 at home, on Parrett Mountain, as the only daughter of John and Ella (Parrett) Smith. She had three brothers, Glenn, Curtis and Forrest. Together the family earned a living farming and lumbering the original land grant farm.

Crystal worked in the area at various jobs such as housekeeper, babysitter and keypunch operator until 1937. In 1937 Crystal Dawn Smith, who had never been further away from home than Portland, Oregon, left the family farm, boarded a cross-country train by herself, to Baltimore Maryland. As one of the two fastest typists in Oregon she had earned a job with the Social Security Department. It was the first of many trips that would take her around the World.

On December 7, 1941 she was recruited to the US Marine Base at Cherry Point NC to supervise payroll. In 1943 she was transferred to McCord Air Force Base in Tacoma WA. When the Base closed down she took a regional accounting position in Seattle.

It was in the Seattle area that she met her husband of over 50 years, Robert Christian Rilee, at a dance. They were married a year later in 1945. Bob was a Navy man, which meant more traveling. They lived in San Francisco, Honolulu and back to the Seattle area. During this time Crystal continued working with payroll and accounting. Always frugal, Crystal saved her money as best she could and began investing in the stock market, pioneering where few women chose to explore at that time. It was a decision that would continue to pay dividends throughout her life.

Son, Ronnie joined the family in 1951. They moved back to Crystal's family homestead on Parrett Mountain in 1953. Over the years it became a magical gathering place for family, neighbors and friends. Bob continued the family farming into his nineties and Crystal worked for the postal service, retiring after 32 years of service.

Current events were very important to Crystal. She followed them through several papers and news stories on television each day. She wrote for a local newsletter for 19 years as well as doing correspondence work for the Newberg Graphic, Newberg Scribe and Sherwood News in her younger years.

She spent her time traveling to Japan, China, seven Western European Countries and all 50 States. She went to Alaska on a cruise when she was 90, visiting the only state left for her to see.

Crystal was an active community member with a keen sense of history. She was a Lifetime Member and Noble Grand of Rebekah Lodge #212 Sherwood, The Eastern Star. She supported the Sherwood Grange. She was a member of Daughters of the Union Veterans; Daughters of the American Revolutionary War; Sherwood Historical Society; Yamhill Historical Society; The Oregon Historical Society; Sons and Daughters of Oregon Pioneers; Small Woodlands Association and the Sherwood Methodist Church.

Crystal and Robert were married for 57 years, prior to his passing in 2000. She is survived by her son Ron Rilee of Newberg, Oregon; two step-daughters, Pearl Elizabeth (Betty) Rilee Rhode and Roberta Rilee Blocker, both of Cottageville, South Carolina; 12 grandchildren, 13 great-grandchildren; 7 great-great-grandchildren; three nieces; two nephews; three great-nieces and one great-nephew.

Crystal founded The Crystal Dawn Smith Rilee Foundation. It was Crystal's dream to preserve her heritage and the family farm which will live on due to her generous gift.

Attrell's Sherwood Funeral Chapel in Sherwood, Oregon, is handling arrangements. Services will be held at the Sherwood Methodist Church on Monday December 11, 2006 at 1:00 p.m.

In lieu of flowers please send donations to the Crystal Dawn Smith Rilee Foundation, 12075 NE Parrett Mountain Road, Newberg, OR 97132.

## *In Loving Memory*



**CRYSTAL DAWN SMITH RILEE**

**June 24, 1915 – December 6, 2006**

*In Loving Memory Of*  
**Crystal Dawn Smith Rilee**

Not -- How did she die?  
But -- How did she live?  
Not -- What did she gain?  
But -- What did she give?

These are the units  
To measure the worth  
Of a woman, as a woman  
Regardless of birth.

Not -- What was her station?  
But -- Had she a heart?  
And -- How did she play  
Her God-given part?

Was she ever ready?  
With a word of good cheer,  
To bring back a smile,  
To banish a tear?

Not -- What was her church?  
Not -- What was her creed?  
But -- Had she befriended  
Those really in need?

Not -- What did the sketch  
In the newspaper say?  
But -- How many were sorry  
When she passed away?  
B. Leib.

**Born**  
June 24, 1915  
Newberg, Oregon

**Died**  
December 6, 2006  
Tigard, Oregon

**Funeral Service**  
Monday, December 11, 2006 – 1:00 p.m.  
Sherwood Methodist Church  
Sherwood, Oregon

**Officiating**  
Pastor Gerry Hill  
Pastor Jane Shaffer

**Special Music**  
“In The Garden” “Old Rugged Cross”  
Sterling Fox, Soloist  
“My Way” by Frank Sinatra

**Congregational Song**  
“Amazing Grace” #378

	<b>Pallbearers</b>	
Timothy Rilee	Jim Pentz	Michael Rilee
Craig Rilee	Ron Waldo	Dave Mills
	<b>Honorary Pallbearers</b>	
Edward Trudell	Stan Rogers	Jim Singer

**Graveside Service**  
Vault Interment  
Pleasant View Cemetery  
Sherwood, Oregon

You see, it was during Bob's time in China on the Battleship Marilla Bob decided that every man on board, some 2000 of them, should have a cake on their birthday. He got the personnel officer to give him a file of everyone's birthday. On that day Bob, The Chief Commissary Officer, would see to it that a cake was baked. For some of the men it was the first birthday cake they ever had. It helps to explain a lot about Bob Rilee. He made sure nobody ever went hungry.

Bob Rilee loved birthday cake.



## Robert Christian Rilee



Bob Rilee loved birthdays. He loved them so much that he had two or three of them himself. Officially Robert Christian Rilee was born on July 29, 1909 in Pinero, Virginia. His "Navy" birthday was July 2, 1909. Bob like to celebrate both of them. Bob Rilee loved birthday cake.

Just like his birthdays Bob actually had two lives. The first spending thirty years in the United States Navy. He traveled the World from the South Pacific to the Great Northwest and all point in between. His second life was almost 50 years on the farm he loved right here on Parrett Mountain. Where he not only touched countless souls, but managed to feed them all as well. You see Bob Rilee was a cook and it was his love of food and feeding the people he loved that knitted those two lives together.

Actually Bob invented his second birthday in order to get into the Navy. Bob dropped out of school when he was asked to repeat the seventh grade. His uncle was in the Merchant Marine and thought Bob would find a good life there as well. When they got to the Merchant Marine recruiter, Bob told them he was sixteen, which wasn't old enough to join. So Bob and his uncle walked across the street, learning from their first mistake, and lied to the Navy recruiter about Bob's age. He was in the Navy.

For the next thirty years the Navy was Bob Rilee's life. His mother, Lillie Pearl Walton Rilee, died unexpectedly of a ruptured appendix

when he was 4 years old. His older sister Helen went to live with Lillie Pearl's sister and Bob and his other sister, Marian, went to live with his grandparents until he was 6 years old. It was at this time that Bob went to be raised by his father and his new wife Miss Nettie who raised him as one of her own, along with her six other children, until he joined the Navy.

Bob received his boot camp training at Norfolk, Virginia in 1926. The first ship he was on was the USS Sands #243. After 3 weeks, Bob requested to change ships as a buddy of his had transferred over to the USS Lawrence. Here he was a "Jack O Dust" - and called Dusty. A "Jack O Dust" was basically a gofer - or one that rounded up provisions for the cooks on the ship. The year was 1928. The Lawrence was sent to New York for repairs. All aboard craved shore leave so the cook would prepare the ingredients and instructions for a meal - and Bob would put it together, cook and serve it. This gave the cook a 2-hour jump on shore leave and it was how Bob learned to cook.

Bob was on the USS Lawrence in 1928 and 1929. He was one of a platoon of landing force personnel put ashore in Nicaragua and received a medal in the peacekeeping efforts. Bob then served on the USS Barry #248 for about 1 year.

Next came shore duty in Charleston SC. Here he served for about 3 years during which time he met Edna Cecelia Willis whom he later married. In 1933, they had their first child, Pearl Elizabeth (Betty). But there was conflict in the world and Bob was Navy man. Sometime in 1933 Bob shipped out on the USS Mississippi as a S-C1 Ships Cook. He was bound for China as part of the Asiatic Fleet. There must have been some shore time in there, because in May of 1937, Edna and Bob's second daughter was born, Edna Roberta.

During the period on 1937 to 1939 he was stationed with the Asiatic Fleet on the both the USS Canopus (which was the mother ship) and the submarine S-41 with the rank of CC Std. A.P. (Stewart, Acting appointment). Bob did not like the life on the submarine. But while serving with the Asiatic Fleet they helped liberate the Philippines.

On March 16, 1938 he was appointed to Chief Commissary Stewart and spent the years of 1938 and 1939 in Japan and China. It was during this time while serving on the Marilla that Bob would do something that would later explain a lot about Bob Rilee.

The later part of 1939 he was assigned to the USS Maryland and served on her until 1945. He was sleeping in his bunk on Sunday December 7, 1941, while moored at Pearl Harbor, Hawaii, when a 500-pound Japanese bomb hit the Maryland. Bob would never talk about the attack. All he was ever heard to tell of it was about all of the fire, smoke and screams. You could see in his eyes that it was something he couldn't forget and something wouldn't relive.

After the attack the USS Maryland made way to the Puget Sound Station (Bremerton Washington) for repairs. After three months in dry dock The Mary Maru, as she was affectionately called by the crew, returned to the Pacific Theater where ship and crew fought bravely surviving 15 hits and 1 torpedo, as well as being hit by 2 different kamikaze planes.

In 1943 the USS Maryland was reassigned back to Bremerton, Washington. It was here in 1944 that Bob met Crystal Dawn Smith at the home of Don and Illeena Creson. They fell in love and were married on Crystal's birthday, June 24, 1945.

After his marriage, he and Crystal were transferred to the Naval Supply Depot in Oakland California. They spent about 1 year there and then Bob was transferred in 1947 to the Pearl Harbor Receiving Station. Here they lived for 3 years.

In 1950 he was transferred back to the Puget Sound Station. Here Bob served on the USS Indiana for 3 years. It was during this time that a married shipmate confided to Bob that he had gotten his ex wife pregnant. Crystal and Bob decided to adopt this baby. In December 1952 - their son Ronald (Ronnie) Ray Rilee was brought home. Bob decided to retire. He retired on March 15, 1953. Bob's second life began the next day when his family came home to Crystals' family farm on Parrett Mountain. It was here Bob lived out the rest of his years touching so many hearts and lives. And where Bob brought his love of birthday cake.

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# HISTORICAL INFORMATION ON REAL PROPERTY FOR THE CRYSTAL DAWN SMITH RILEE FOUNDATION

## PROPERTY

NOTE: All of this property, with the exception of the Farmhouse has zoning of EF 40. It is under farm deferral. Our attorney is investigating as to whether we can apply for a tax-exempt status. We know we would have to file for a Conditional Land Use Permit for the development of The Parrett Mt. Museum and Living History Farm. I supplied examples of those documents and zoning statues.(See 7a) Also, at one time Indians use to roam these lands. They would cross over Parrett Mt. traveling to Oregon City to collect eels at the Falls located there. Many Indian arrowheads have been found here.

### 1. Bert's 80

What is fondly known as Bert's 80 is an 80 acre parcel of land that once belonged to Crystal's Aunt Bertha Parrett. This parcel was deeded to Bertha on May 17, 1937 by her mother Mary A. Vinson Parrett. Richard and Mary Alice Vinson Parrett purchased the land from Samuel Parrett, it was originally part of the Samuel Parrott Donation Certificate #3820. Crystal's great grandfather that settled on Parrett Mt. in 1853. It has been designated as an Oregon Century Farm. Based on information from Crystal at one time there were 2 hop dryers located on the property. Crops grown there were strawberries, blackcaps, walnuts and on the lower southern end there was a prune orchard. In the early 1900's at the very most southern part, in a canyon, the Chinese migrate workers had shacks there that they stayed in. Today the property consists of both timber and farmland. Some of the timber was harvested this year and will be replanted this spring. Currently the farm land portion of it is leased to Steve Harvey who also leases other farm lands from us. Crimson clover and wheat has been harvested on it over the past few years. There are no known easements or restrictions on this property ad at one time there was a spring close to where the gate is now.

Note: At one point 30 acres of this land was suppose to be Aubrey Parrett (brother of Bertha, and the youngest child) but he died at the age of 14 so the 80 acres l was given to Bertha.

### 2(a) Forrest's 40

This parcel of land was given to Forrest Smith (Crystal's younger brother) by his mother Ella Parrett Smith. 160 acres was purchased by Richard and Mary A. Vinson Parrett for their daughter, Ella when she was about 16 years old. The property was purchased from William J. and Parmelia Tuckness on January 10, 1903. It was obtained by the Tuckness family with Donation Certificate #2292. Ella Parrett Smith then gifted each of her 4 children 40 acres each. Both timber and farm land are on this property. This piece of property has a timber area on it that may lend itself to being part of an

educational experience with regards to the Oregon Timber industry. The Small Woodlands Association of Yamhill County held their annual picnic at the farm this summer and toured part of this area and also Glenn's 40 (which join each other) to see examples of various old and new growth and timber issues. There is harvestable timber on it. It has a canyon area on it with a spring, 2 creeks and at one time a pond. Crops grown on this property were the same as above but also included some cherry trees. There is on corner, which we have decided to call Bob's Corner. We want to turn this into a small park/resting area with a few picnic tables and a sign with the name of "Bob's Corner". Robert (Bob) Rilee died on this corner in August of 2000 in a tractor accident.

Note - there is a small area here which could lend itself to some type of outdoor amphitheater.

### **2(b) Forrest's 30 that was Uncle Dana's**

Dana Parrett (brother of Ella, Betha, Robert, Aubrey, & Velma) died at an early age. But this land was given to him by Mary A. Vinson Parrett, his mother. Originally, he too received an 80 acre parcel, but after his death Mary gave 30 acres to Forrest and 50 acres to Curtis R. Smith (brother of Crystal, also.) This land was purchased by Richard Parrett in a Sheriff's sale in 1899, but appears to also be part of the William Tuckness Donation Land Certificate # 2292. It appears through some document research that the lands were owned at that time by L.F. & F.M. Hall along with a Rodney Jones perhaps. There is a small log cabin that Dana built hidden in the trees there. Some of it could be salvaged and rebuilt. There is also a dug well there. At one time in the Northwest corner there use to be a granary. The same type crops were grown on this. Currently, Steve Harvey is farming the farmable areas. This land was also part of the William Tuckness Donation Certificate #2292. Currently Steve Harvey leases the farmable areas.

### **3. Crystal's 40**

This parcel of land was given to Crystal Smith Rilee by her mother Ella Parrett Smith. 160 acres was purchased by Richard and Mary A. Vinson Parrett for their daughter, Ella when she was about 16 years old. The property was purchased from William J. and Parmelia Tuckness on January 10, 1903. It was obtained by the Tuckness family with Donation Certificate #2292. Ella Parrett Smith then gifted each of her 4 children 40 acres each in 1939. This property is mostly timber. Crystal tells us that the current house in which she lives, which was built in 1950, was built with funds obtained from cutting the timber on her 40 and that at one point there was a saw mill located on it. There are no leases or restrictions on this property. This property will not be deeded to the CDSRF until after Crystal's death.

### **4(a) Curtis's 40**

This parcel of land was given to Curtis Smith (Crystal's brother) by his mother Ella Parrett Smith. 160 acres was purchased by Richard and Mary A. Vinson Parrett for their daughter, Ella when she was about 16 years old. The property was purchased from

William J. and Parmelia Tuckness on January 10, 1903. It was obtained by the Tuckness family with Donation Certificate #2292. Ella Parrett Smith then gifted each of her 4 children 40 acres each. The same crops were grown here as stated on the other properties with the exception that a small area contained pear, apple, Royal Anne, Bing, Lambert, Republic and Black cherry trees. There was also a prune orchard on it that was blown over in the Columbus Day storm of 1962. There were never any buildings located on this piece. Currently Steve Harvey leases the farmable areas.

#### **4(b) Curtis's 50 that was Uncle Dana's**

Dana Parrett (brother of Ella, Betha, Robert Aubrey, & Velma) died at an early age. But this land was given to him by Mary A. Vinson Parrett, his mother. Originally, he too received an 80 acre parcel, but after his death Mary gave 30 acres to Forrest and 50 acres to Curtis Smith (brother of Crystal, also.) This land was purchased by Richard Parrett in a Sheriff's sale in 1899, but appears to also be part of the William Tuckness Donation Land Certificate # 2292. It appears through some document research that the lands were owned at that time by L.F. & F.M. Hall along with a Rodney Jones. The same crops as discussed earlier were grown here. In the far Southwest corner Crystal says there use to be a granary (just like the one located at the Farm).

#### **5. Glenn's 40**

This parcel of land was given to Glenn Smith (Crystal's brother) by his mother Ella Parrett Smith. 160 acres was purchased by Richard and Mary A. Vinson Parrett for their daughter, Ella when she was about 16 years old. The property was purchased from William J. and Parmelia Tuckness on January 10, 1903. It was obtained by the Tuckness family with Donation Certificate #2292. Ella Parrett Smith then gifted each of her 4 children 40 acres each. Located on this property are a spring, 2 creeks and a somewhat defunct pond down in the canyon. Crystal remembers that during the summer, when she was little, they stayed in a small cabin by the pond to stay cool. She thinks there may have been 1 or 2 cabins. Also in this canyon area the berry pickers (from Oklahoma) would set up tents and shantys. This property is where the garden and barn area are now and extends down into a canyon area on the north end. It is not farmed and consists of some pasture and a good deal of timber. Part of this canyon area also lends itself to timber education and possible camping sites. There is harvestable timber on it. Any buildings located on it will be discussed in the building description section. Elizabeth A Rhode has a life estate on this property and there is also a question about water rights, which we are trying to define. This property will not be deeded to the CDSRF until after Crystal's death.

#### **6. Smith Acres (80 acres) (Ollie Smith's Place)**

Crystal purchased this land in the 1950's. It too, was part of the William Tuckness Donation Land Certificate #2292. There were several owners between the Smith's and Crystal. A Holstein dairy farm was operated at this location and there once was a dairy barn. Crystal states that 3 houses were built on torn down there. There is also a good spring located on this property, but a water rights issue is yet to be determined. Currently,

a local friend has some cows on it and but there is no lease. This property connects with Glenn's 40 down in the canyon. Water for the farm and garden area ( not the house ) is currently pumped from this property to the farm for use. Occasionally the property was farmed but it is pasture and timber at this time. Part of its canyon area could be used for timber education also and there is harvestable timber located on it.

### 7. Farmhouse

The 1.34 acres the farmhouse is located on was carved out of the 4 children's 40 share parcels, where they all meet in the middle. Once again This parcel of land was given to the 4 children (Crystal, Glenn, Forrest and Curtis) by their mother Ella Parrett Smith. 160 acres was purchased by Richard and Mary A. Vinson Parrett for their daughter, Ella when she was about 16 years old. The property was purchased from William J. and Parmelia Tuckness on January 10, 1903. It was obtained by the Tuckness family with Donation Certificate #2292. Ella Parrett Smith then gifted each of her 4 children 40 acres each. The first house built there was built by Ella Parrett and her husband John Smith. It was located where the garage currently sits. Note: All of the buildings located on this property and Glenn's 40 will be discussed in the Building Description except for the farmhouse where Crystal now lives. That house was built in 1950 for \$12,000 with the funds being provided by harvesting timber off of Crystal's 40. It is a typical rectangular house, 2 stories with a basement and measuring 30 x 40. This property will not be gifted to the CDSRF until after Crystal's death. Elizabeth A. Rhode has a life estate here. There is a drilled well that supplies water to the house.

### 8. Ronnie's 40

These 40 acres will not be part of the CDSRF, but will go to her son Ronnie Rilee at her death.

### 9. School House - Pink House

The Pink House was the Parrett Mt schoolhouse from 1929-1953 (appx), Crystal purchased the property in 1959 from Dorothy Heinzman. Before the Heinzman's owned it, a teacher owned it and took the bell out and sent it to his sister in Idaho. And prior to that Bill and Florence Moad owned 20 acres, which included the one-acre the pink house sits on. They donated the one acre for the Parrett Mt school. They had purchased the property from Richard Parrett, son of Samuel Parrett which obtained the land under Donation Land Certificate #3820. It has 1 hand dug well and 2 drilled wells and no restrictions.

### 10. 6 acres behind the school house

This six acres of land was purchased by Crystal Rilee in \_\_\_\_\_ from The Bakers. It too is part of the Samuel Parrett Donation Land Certificate #3820. It is not under any lease. It was farmed in the early 50's with hay or grain. There are no restrictions known and no well ever dug.

### 11. 10 acres next to Bert's 80.



Crystal purchased this land in the 1950's. It is also part of the Samuel Parrett Donation Land Certificate #3820. It is under lease to Steve Harvey. It was farmed with the same crops previously mentioned.

**12. Clackamas Acre (Old Vinson Place)**

This .84-acre was purchased by Crystal in the 1930's. It originally belonged to her great grandfather, John E. Vinson, who served in the Civil War. There used to be the Parrett Mt. 1 room schoolhouse there, but the Columbus Day Storm of 1962 blew it down. The lumber from that old house was used to construct a small house located on Ronnie' 40. This schoolhouse was moved from its original location on the corner of Parrett Mt. Rd and Haugen road by John E. Vinson to the Heater Rd. location. It was moved because the Vinson's had a lot of children attending it. It was moved on logs and rolled down the canyon and over to Heater Rd. This property may be gifted to the CDSRF in the near future. Only the current owner can apply for a dwelling permit for this site and Crystal is in the process of applying for one. She would like this to perhaps become a park of some sort in honor of the Vinson's who came to Oregon in 1863. *paid*

PO Box 1017  
Newberg, OR 97132  
09/17/2014

Mr. W. Don Clements, Superintendent  
Chehalem Park & Recreation District  
125 South Elliott Rd.  
Newberg, OR 97132

Subj: Property Access; Trudell Property; Section 24 T3S R2W:  
Your Letter 02/26/2014

Dear Mr. Clements:

As a result of the feedback I have received generated from several recent CP&R meetings concerning the proposed future usages of the Crystal Rilee property, which borders my property on both the North and East sides, I have decided to cancel any access agreements that we discussed earlier leading to your 02/26/2014 letter.

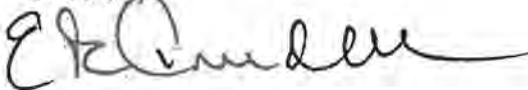
Some of my concerns center around divergence from Crystal Rilee's intentions for the property which are summarized in the 02/27/2008 Interpretive Plan introduction attached. The discussions of removing the farming aspect from some or all of the property, the emphasis on equestrian activities, free use and funding issues all will impact adjoining property owners.

As the planning continues, with public input, many of these issues will no doubt be reconciled and I will be in a position to understand and decide on a more permanent basis how my land will or will not interact with the overall plan.

Until such time I will continue to grant CP&R temporary access along its current trail system once I receive a "Hold Harmless" agreement relieving me of any liability generated by any claim resulting from the use of my property as part of the CP&R system and property holdings in the area.

Please let me know how you wish to proceed.

Sincerely,



E. Richard Trudell  
ertrudell@aol.com  
503-625-7741

## INTRODUCTION

### **A Family Legacy**

Crystal Dawn Smith Rilee was the last member of the Parrett family to be born and raised on Parrett Mountain. In the course of her long life (1915-2006), she witnessed the impact of such transformative inventions as the radio and the automobile. She came of age in the Depression years, and worked in government service during and after World War II. After leaving Parrett Mountain for many years, she returned home with her husband Bob Rilee in 1953.

Decades later, as Portland's suburban development reached the mountain's north slopes, Crystal Rilee began to buy back her family's land. She was able to acquire 418 acres, a sizeable portion of the original Parrett family holdings. Upon her death, this land became the property of the Crystal Dawn Smith Rilee Foundation.

She defined the Foundation's mission as follows:

*To provide both an educational and a historical outlet to the general public by preserving a turn of the century Oregon farm, and at the same time preserving the history of an area that is being rapidly developed with urban growth.*

*The Foundation will provide the opportunity and location for persons to visit a working farm through exhibits, demonstrations, tours, agriculture, forestry, and the creation of an historical museum.*

Under the leadership of a board made up of Parrett Mountain residents, the Foundation is building Parrett Mountain Farm to be an educational resource for nearby communities, the Portland metro area, and the Pacific Northwest.

### **A Story of Place**

Parrett Mountain is unique in many respects. Once known as Wild Horse Mountain, it took its later name from the Parrett family. This southernmost section of the Chehalem Mountains, separated from the rest of the range by Rex Gap, covers about sixteen square miles. Its foothills extend north to Sherwood, northwest to Newberg, and east to Wilsonville. Parts of Parrett Mountain can be found in Yamhill, Washington, and Clackamas counties. The views are spectacular: Mt. Hood and the Cascade Range, the Tualatin plains...and on clear days, the capitol dome in Salem.

Little known beyond the local area, Parrett Mountain has remained true to its agricultural roots. Vineyards and equestrian centers blend well with fields and pastures. Driving along meandering roads (one stretch is known as "32 Turns"), newcomers are surprised when they suddenly descend into a forested canyon, or cross a stretch of open, uncultivated land. Equally surprising are the new properties, larger and more opulent than most of the older homes. People in search of "a place in the country" are building their dream houses on Parrett Mountain.

To preserve the character of this very special place is the fervent wish of longtime residents, as well as of board and staff members of Parrett Mountain Farm. Crystal Rilee's farsighted gift of land, and her vision for its educational use, could not be more timely. The resources and programs described in this interpretive plan are aimed at newcomers, longtime residents, and visitors alike. By bringing people together to discover, celebrate, and participate, Parrett Mountain Farm will build on shared traditions to create new common ground.

Parrett Mountain Farm will interpret the social history of Parrett Mountain, primarily through recreations of a mid-to-late 19th century homestead, and a 20th century farm museum. We look forward to potential opportunities to also interpret Native American history and culture at Parrett Mountain Farm, in partnership with the Confederated Tribes of Grand Ronde. An amphitheater, picnic area, and visitor center will welcome area residents and visitors for educational programs, festivals, and social events. A network of trails will immerse hikers in the cultural history, ecology, forestry, and geology of Parrett Mountain. Environmental recreations, re-enactments, and demonstrations will introduce people of all ages to a wide range of skills and technologies, from Native horticultural and hunting practices to organic farming techniques of today.

This interpretive plan envisions a fully developed Parrett Mountain Farm, to be built gradually and sustainably over time. The plan describes the scope of content, presentation methods, and educational principles that will guide planning and programming for the Farm. Conceived as a cultural and educational resource of the highest caliber, Parrett Mountain Farm will draw upon the knowledge and experience of historians, artisans, community members, and other experts to create visitor experiences that are as authentic as they are memorable.

*"Today, the simple truth is our sense of the past comes less from history books than from everyday things we see and do from childhood on.... Old buildings... have tremendous emotional power. Historic properties lend a physicality to history, and are more accessible and visible than written records."*

—Stephen C. Gordon, "Historical Significance in an Entertainment Oriented Society", 1998

**Subject:** Bob and Crystal Rilee Park purchase transaction  
**Date:** Monday, September 11, 2023 at 4:03:16 PM Pacific Daylight Time  
**From:** Kat Ricker  
**To:** Matt Dolphin  
**Attachments:** Rilee purchase transaction.pdf

Hi Matt,

Thank you for taking the time to contact me today with your questions about this park property transaction. Please see the attached document for your reference.

--

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

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## BOARD OF COUNTY COMMISSIONERS

STAN PRIMOZICH • ALLEN SPRINGER • MARY STARRETT

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(503) 434-7501 • Fax (503) 434-7553

TTY (800) 735-2900 • [www.co.yamhill.or.us](http://www.co.yamhill.or.us)

OCT 03 2016

September 30, 2016

RE: Planning Docket C-05-16/SDR-03-16  
Applicant: Chehalem Park and Recreation District  
Board Order 16-398

To Interested Parties:

At the September 29, 2016 formal session of the Board of Commissioners, the Board adopted Board Order 16-398, upholding the Planning Director's approval of the application for a conditional use and site design review for a day use public park.

Findings in support of the Board's decision, and conditions of approval, are contained in Exhibit "A" of Board Order 16-398.

The order, findings and conditions may be reviewed, and copies obtained, at the Board of Commissioners Office during normal business hours. The Board of Commissioners Office is located at 434 NE Evans Street, McMinnville, Oregon.

This action constitutes a final action by Yamhill County on the application referenced above, but you should be aware that a final land use decision by a local government may be appealed to the Land Use Board of Appeals in most instances. An appeal must be filed within 21 days of the date the decision became final.

If you have any questions regarding the county's action, please contact the Planning Department at (503) 434-7516.

Sincerely,

Mary Starrett, Chair  
Board of Commissioners

MS: dsl

Enclosure

Cc: Planning Department  
Assessor's Office  
Friends of Yamhill County

BEFORE THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

FOR THE COUNTY OF YAMHILL

SITTING FOR THE TRANSACTION OF COUNTY BUSINESS

In the Matter of Upholding the Planning Director's )  
Approval of Planning Docket C-05-16/SDR-03-16; )  
Applicant Chehalem Park and Recreation District; ) Board Order 16-398  
Conditional Use and Site Design Review for a )  
Day Use Public Park )

THE BOARD OF COMMISSIONERS OF YAMHILL COUNTY, OREGON (the Board) sat for the transaction of county business on September 29, 2016, Commissioners Mary Starrett, Stan Primozych, and Allen Springer being present.

IT APPEARING TO THE BOARD as follows:

- A. Chehalem Park and Recreation District applied to the county for a conditional use permit and for site design approval for a day use public park on a 325-acre site located at 10500, 10600, 10755, and 12075 NE Parrett Mountain Road, in Yamhill County;
- B. The Planning Director approved the application, but the applicant was not satisfied with some of the conditions that the Planning Director imposed, mostly intended to limit potential impacts from events that the applicant proposes to hold at the site, and appealed the decision to the Board of Commissioners; and
- C. Following a public hearing and open record period to allow for the submittal of additional written testimony and evidence, the Board voted unanimously to uphold the decision of the Planning Director, with the conditions modified as specified in the attached Exhibit A; NOW, THEREFORE

IT IS HEREBY ORDERED BY THE BOARD AS FOLLOWS:

Section 1. The Planning Director's decision to approve Docket C-05-16/SDR-03-16, applicant Chehalem Park and Recreation District, is hereby upheld, and the appeal filed by the applicant is denied.

Section 2. The findings and conditions attached as Exhibit A, and incorporated herein by reference, are hereby adopted in support of this Order.

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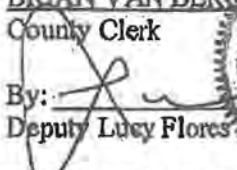
DONE this 29<sup>th</sup> day of September, 2016 at McMinnville, Oregon.

ATTEST:

YAMHILL COUNTY BOARD OF COMMISSIONERS

BRIAN VAN BERG  
County Clerk

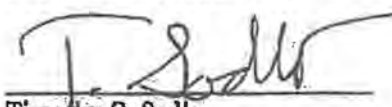


By:   
Deputy Lucy Flores

  
Chair MARY STARRETT

  
Commissioner STAN POMOZI

FORM APPROVED BY:

  
Timothy S. Sadlo  
Senior Assistant County Counsel

  
Commissioner ALLEN SPRINGER

Accepted by Yamhill County  
Board of Commissioners on  
9.29.16 by Board Order  
# 16-398

Board Order 16-398  
Page 2



**Exhibit A – Board Order 16 –  
Finding in Support of Decision to  
Uphold the Planning Director's Approval  
Of Docket No. C-05-16/SDR-03-16  
And Conditions of Approval**

**DOCKET NO.:** C-05-16/SDR-03-16

**REQUEST:** Conditional use and site design review for a day use public park on approximately 325 acres

**APPLICANT:** Chehalem Park and Recreation Department

**TAX LOTS:** 3213-2300, 3224-100, 300, 900, 1100, 1101, 1200, 1300 and 1400

**LOCATION:** 10500, 10600, 10755 and 12075 NE Parrett Mountain Road, Newberg

**ZONE:** EF-40 Exclusive Farm Use

**CRITERIA:** Sections 402.04(D), 402.07, 1101.02 and 1202.02 of the *Yamhill County Zoning Ordinance*.

**FINDINGS:**

1. In the EF-80 zone Section 402.04(D) allows: Community centers, parks, or playgrounds owned by a governmental agency or a nonprofit community organization, and operated primarily by and for residents of the local rural community, subject to Section 1101, Site Design Review. A public park may also be established consistent with the provisions of ORS 195.120.

Section 202 of the Yamhill County Zoning Ordinance defines "Park" as:

Park: Any public or private land reserved for recreational, educational, cultural, or open space uses.

2. The conditional use criteria of YCZO Section 1202.02 are as follows:
  - A. The use is listed as a conditional use in the underlying zoning district;
  - B. The use is consistent with those goals and policies of the Comprehensive Plan which apply to the proposed use;
  - C. The parcel is suitable for the proposed use considering its size, shape, location, topography, existence of improvements and natural features;

B.O. 16-398

- D. The proposed use will not alter the character of the surrounding area in a manner which substantially limits, impairs or prevents the use of surrounding properties for the permitted uses listed in the underlying zoning district;
  - E. The proposed use is appropriate, considering the adequacy of public facilities and services existing or planned for the area affected by the use; and
  - F. The use is or can be made compatible with existing uses and other allowable uses in the area.
3. The request for the park is consistent with criterion 1202.02(A) above in that the park will be owned and run by the Chehalem Park and Recreation District, subject to conditional use approval and Section 1101, Site Design Review.
  4. Regarding criterion (B), the Yamhill County goals and policies do not provide standards or criteria for review of parks but the proposed use appears to be consistent with the applicable Yamhill County goals and policies, particularly, Section II (B) Goal Statement 2:

To preserve and improve potential recreational and other open spaces in both urban and rural environments for all to enjoy.

And Section IV (B), Goal Statement 1:

To provide adequate recreational opportunities in both the rural and urban environments to meet existing and projected needs.

The Applicant's response to the two above goals, and related Goals and Policies are found on pages 3 through 6 of the application, are accepted as findings for approval, and are incorporated here by reference.

5. Regarding criterion (C), as noted in the application, the tract is 325 acres in size and is made up of two generally rectangular shaped areas near the top of Parrett Mountain. The existing improvements on the property include two homes and some outbuildings, some with historical value. If gatherings are to be allowed in these buildings, the applicant will be required to obtain building permits and inspections to change the occupancy ratings of the buildings to accommodate the public. Evidence in the record establishes that the size, shape, topography and other natural features of the parcel make it suitable for the proposed use. There are no topographic restrictions or natural features that would adversely affect the use of the property as a park. With conditions, the request complies with criterion (C).
6. Regarding criterion (D), the proposed use is for a day use park. Since the proposed day use facilities and planned recreational uses are low impact and utilize the existing resources they should not alter the character of the area in a manner that substantially limits, impairs or prevents the use of the surrounding property for the permitted uses in the EF-80 Exclusive Farm Use district. With conditions, the proposed uses can also be made compatible with existing residential uses in the surrounding area, in compliance with

criterion (D).

7. Regarding criterion (E), the site currently has access to electricity. Water is currently provided by an on-site well, and a condition is being placed on the approval to require yearly testing of any wells at the site that serve the public. The site is also served by existing roads that provide adequate access to serve the proposed use. The applicant proposes to use an existing residence and outbuilding for gatherings, including weddings. Prior to use of either structure, a change in occupancy permit and inspections are required ensure that the structures are safe for gatherings. With conditions, the request complies with criterion (E).
8. Regarding criterion (F), conditions imposed as part of the approval address concerns raised by residents in the area, and ensure that the proposed use will be compatible with existing and allowable uses in the area.
9. Conditional uses in the EF-40 district must also comply with 402.07(A) the following criteria found in 402.07(A):<sup>1</sup>
  1. The use will not force significant change in accepted farming or forest practices on surrounding lands devoted to farm or forest use.
  2. The use will not significantly increase the cost of accepted farming or forest practices on surrounding lands devoted to farm or forest use.

Testimony was received stating that use of the site as a park might limit or impinge upon the ability to farm neighboring property. Farm practices that take place in the area include spraying, bird control (bird cannons) and use of tractors, which can create noise. The applicant replied that the area intended for use for events is located near the middle of the southern block of parkland. As such, the event location has a buffer of several hundred feet from neighboring property in farm use. Distance and topography between the event venue and farm uses in the area ensure that use of the site as an event venue, under limiting conditions, will not change or significantly increase the cost of accepted farming or forest practices in the surrounding area. Additionally, for conditional uses within the farm zone, the county requires that the applicant sign and record an affidavit stating the following:

"The subject property is located in an area designated by Yamhill County for agricultural uses. It is the county policy to protect agricultural operations from conflicting land uses in such designated areas. Accepted agricultural practices in this area may create inconveniences for the owners or occupants of this property. However, Yamhill County does not consider it the agricultural

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<sup>1</sup>Note that these criteria are the same as required by ORS 215.296.

operator's responsibility to modify accepted practices to accommodate the owner or occupants of this property, with the exception of such operator's violation of State law."

The purpose of this affidavit is to alert the property owner and potential users of the land that neighboring agricultural operations will not be required to modify their farming practices on behalf of the neighboring use. With conditions and the above affidavit, the county concludes that the use will not cause significant conflicts with neighboring farming operations.

10. Section 1101 for Site Design Review requires the consideration of the following factors in the review of site development plans:

- (A) Characteristics of adjoining and surrounding uses;
- (B) Economic factors related to the proposed use;
- (C) Traffic safety, internal circulation and parking;
- (D) Provision for adequate noise and/or visual buffering from incompatible uses;
- (E) Retention of existing natural features on site;
- (F) Problems that may arise due to development within potential hazard area; and
- (G) Comments and/or recommendations of adjacent and vicinity property owners whose interests may be affected by the proposed use.

11. (A) Characteristics of adjoining and surrounding uses.

The surrounding properties are primarily used for grass and grain crop farming and/or residential use. The proposal seeks to establish a day-use only park. The applicant is not proposing to substantially alter the site, but to keep it in a similar condition as the surrounding area so that park users can enjoy a natural setting. The current proposal does not add buildings or parking areas. Any future amenities requiring a building permit will require a new site design review.

12. (B) Economic factors related to the proposed use.

The economic cost of developing the park as proposed will be limited as there are no plans for any substantial changes to the site. The applicant provides a wide variety of park and recreational opportunities to the community, to enrich the lives of people living within the district, generally considered an economic benefit. Use of the subject property as a day use park will provide a venue for hiking, mountain biking, and horseback riding within the park district, as well as a meeting venue for weddings and other celebrations. Economic factors support approval of the request.

13. (C) Traffic safety, internal circulation and parking.

As previously stated, the park would be serviced by two county roads. Commenters have noted that access roads may not be adequate for large events. Conditions of approval limit the size of events. With the limits on the size of events, the existing access roads can accommodate the anticipated traffic. There are sufficient sight lines on the access roads, and parking is currently available on site. There is a parking area at 10500 Parrett Mountain Road NE that is large enough to handle gatherings at the home site/living museum area. Elsewhere throughout the property, there are other parking accommodations that are appropriate for trucks and horse trailers, or small groupings of vehicles at trail heads, all with adequate internal circulation.

14. (D) Provision for adequate noise and/or visual buffering from incompatible uses.

The applicant does not plan to substantially alter the site as part of this proposal, and no additional visual buffering appears to be necessary. The wooded areas and open field will provide sufficient visual barriers for any minor changes that may occur. Neighbors of the site have complained about noise, and the potential for noise impacts from planned events and gatherings. Conditions of approval are being imposed to ensure that nearby residents will not experience significant noise impacts from park users.

15. (E) Retention of existing natural features on site.

The proposal is designed to preserve all significant natural features on the site. The applicant's goal is to make available to the community outdoor/natural areas, so that park users can have an unaltered and non-artificial outdoor experience. Although minor additional facilities and improvements will need to be developed, such as trails and bathrooms, the installation of these improvements will not substantially alter the natural features of this area.

16. (F) Problems that may arise due to the development within potential hazard areas.

No potential hazard areas have been identified as existing at the site, and no development is being proposed within potential hazard areas.

17. (G) Comments and/or recommendations of adjacent and vicinity property owners whose interests may be affected by the proposed use.

Comments were received from the public and neighboring property owners, and considered fully. The comments, and responses to those comments, are contained in the record and resulted in the imposition of limiting conditions of approval. The locations where most use is expected, including the living history museum and other existing buildings, are in the center of the park and are surrounded by open fields and wooded areas, limiting impacts to surrounding properties. The following conditions of approval are intended to further minimize potential impacts to surrounding uses.

### CONDITIONS OF APPROVAL

Based upon the above findings and conclusions, the request by the Chehalem Park and Recreation District for conditional use approval to operate a day use park in an exclusive farm use zone on Tax Lots 3213-2300, 3224-100, 300, 900, 1100, 1101, 1200, 1300 and 1400, is hereby approved with the following conditions:

1. The applicant shall post signs at the trailheads and parking areas with the contact information for the Chehalem Park and Recreation District.
2. The well water shall be tested yearly and the results shall be submitted to the Yamhill County Health Department.
3. Prior to the use of the house or barn on Tax Lots 3224-100 or 1300 for gatherings, permits and inspections for change in occupancy to use the buildings shall be obtained from the Yamhill County Building Department.
4. Prior to the use of the house or barn for gatherings, any permits and inspections for upgrading the septic system shall be obtained from the Yamhill County Sanitation Department.
5. Prior to use of the park, a fence or other property line delineation acceptable to the owner of Tax Lot 3225-100, shall be erected along the property line between Tax Lot 3224-1400 and Tax Lot 3225-100. In the event of a disagreement between the parties, CPRD may build an 8-foot tall agricultural/deer fence between the two tax lots, similar to the fence depicted in the photo submitted August 2, 2016, by Linda Crabtree of J.K. Carriere Wines.
6. On-site events are limited to 100 patrons. Off-street parking must be provided for these events. Mass gathering permits, approved by the Yamhill County Board of Commissioners, are not subject to this limitation.
7. The outdoor amplification of music or sound during reserved events is not allowed. On-site events, and the indoor amplification of music or sound, shall end by 10 p.m..
8. On-site events having either indoor amplified music or sound, or scheduled to go past 9:00 p.m., shall have a CPRD staff person or hired agent present during the event.
9. Prior to use of the park or the house or barn for gatherings, the applicant shall have a fire control plan approved by the Newberg Rural Fire Department and a copy shall be submitted to the Yamhill County Planning Director.
10. Prior to issuance of a septic or building permit, the applicant shall sign an affidavit acknowledging the following declaratory statement and record it in the deed and mortgage records for Yamhill County:

**"The subject property is located in an area designated by Yamhill County for agricultural uses. It is the county policy to protect agricultural operations from conflicting land uses in such designated areas.**

Accepted agricultural practices in this area may create inconveniences for the owners or occupants of this property. However, Yamhill County does not consider it the agricultural operator's responsibility to modify accepted practices to accommodate the owner or occupants of this property, with the exception of such operator's violation of State law."

11. The park shall be reviewed every two years following the date of the final decision issuing the permit. The approval may be renewed if park operations continue to be in compliance with the requirements of this ordinance and the conditions of approval.
12. Modification of any of the above conditions requires approval under Section 1202.05 of the Yamhill County Zoning Ordinance; ~~Violation of any of the above conditions may result in revocation of the conditional use permit with the process detailed in Section 1202.07 and 1202.08 of the Yamhill County Zoning Ordinance.~~



**First American**

*First American Title Company of Oregon*  
825 NE Event Street  
McMinnville, OR 97128  
Phn - (503)376-7363  
Fax - (866)800-7294  
**READ & APPROVED**

Order No.: 1032-2178315  
January 22, 2014

**FOR QUESTIONS REGARDING YOUR CLOSING, PLEASE CONTACT:**

**JANELL WALKER**, Escrow Officer/Closer  
Phone: (503)538-7361 - Fax: (866)800-7290 - Email: janewalker@firstam.com  
First American Title Company of Oregon  
515 E Hancock, Newberg, OR 97132

**FOR ALL QUESTIONS REGARDING THIS PRELIMINARY REPORT, PLEASE CONTACT:**

**Clayton Carter**, Title Officer  
Phone: (503)376-7363 - Fax: (866)800-7294 - Email: ctcarter@firstam.com

**Amended Supplemental Preliminary Title Report**

**County Tax Lot No.:** R3213-02300, R3224-00100, 00300, 00900, 01100, 01101, 01200, 01300, 01400,  
Newberg, OR 97132

**Proposed Insured Lender:**

2006 ALTA Owners Standard Coverage	Liability \$	280,000.00	Premium \$	900.00
2006 ALTA Owners Extended Coverage	Liability \$		Premium \$	
2006 ALTA Lenders Standard Coverage	Liability \$		Premium \$	
2006 ALTA Lenders Extended Coverage	Liability \$		Premium \$	
Endorsement			Premium \$	
Govt Service Charge			Cost \$	
Other			Cost \$	

We are prepared to issue Title Insurance Policy or Policies of First American Title Insurance Company, a California Corporation in the form and amount shown above, insuring title to the following described land:

The land referred to in this report is described in Exhibit A attached hereto.

and as of January 21, 2014 at 8:00 a.m., title to the fee simple estate is vested in:

Crystal Dawn Smith Rilee Foundation (a private foundation dated 8/6/03 which is an IRC #501 (c)(3) tax exempt organization), as to Parcel 1, 3, 4, 6 and 7;  
Crystal Dawn Smith Rilee Foundation, as to Parcel 2, 5, 8 and 9

Subject to the exceptions, exclusions, and stipulations which are ordinarily part of such Policy form and the following:

This report is for the exclusive use of the parties herein shown and is preliminary to the issuance of a title insurance policy and shall become void unless a policy is issued, and the full premium paid.



First American Title Insurance

Re: *Lease Option Transaction*

*Crystal Dawn Smith Rilee Foundation to Chehalem Park and Recreation District*

*Order No. 1032-2178315*

January 21, 2014

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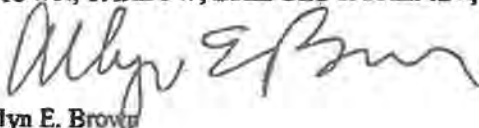
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authorized to prepare and submit to the parties for signing such escrow instructions as you deem appropriate and necessary to close this transaction as outlined in this letter, provided that such instructions are not in conflict with what I have previously stated. Please submit your escrow instructions and estimated closing statement to Mr. Atkins and myself for our approval prior to closing.

Let me know if you have any questions.

Yours very truly,

BROWN, TARLOW, BRIDGES & PALMER, P.C.



Allyn E. Brown

AEB:lm

Enclosures

cc: Attorney David Atkins (*via e-mail to david@nonprofit-support.com w/ attachments*)  
Kristi Pfarr (*via e-mail to rkpfarr@msn.com w/ attachments*)  
Danna Kemp (*via e-mail to ddtmkemp@yahoo.com w/ attachments*)  
Don Clements (*via e-mail to dclements@cprdnewberg.org w/ attachments*)

READ & APPROVED



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Crystal Dawn Smith Riley Foundation  
14808 SW Lowell Lane  
Sherwood, Oregon 97140  
Grantor

Crystal Dawn Smith Riley Foundation  
(a private Foundation dated August 6, 2003,  
which is an IRC No. 501(C)(3) tax exempt organization)  
14808 SW Lowell Lane  
Sherwood, Oregon 97140  
Grantee

After recording return to:  
BROWN, TARLOW, BRIDGES & PALMER, P.C.  
515 East First Street  
Newberg, Oregon 97132

Until a change is requested, all  
tax statements shall be sent to:  
NO CHANGE

#### BARGAIN AND SALE DEED

KNOW ALL BY THESE PRESENTS that the Crystal Dawn Smith Riley Foundation, hereinafter called grantor, for the consideration hereinafter stated, does hereby grant, bargain, sell and convey unto Crystal Dawn Smith Riley Foundation (a private Foundation dated August 6, 2003, which is an IRC No. 501(C)(3) tax exempt organization), hereinafter called grantee, and assigns, all of that certain real property, with the tenements, hereditaments and appurtenances thereto belonging or in any way appertaining, situated in Yamhill County, State of Oregon, described as follows:

#### PARCEL 2:

The Northeast Quarter (1/4) of the SE Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon.

EXCEPTING THEREFROM that portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

ALSO EXCEPTING THEREFROM the following described property:

Beginning at the brass disk located at the Northeast corner of the Southeast one-quarter of said Section 24; thence along the North line of the said Southeast one-quarter, North 88°11'36" West a distance of 1319.70 feet to a 5/8 inch iron rod located at the Northwest corner of the Northeast one-quarter of said Southeast one-quarter; thence South 87°54'20" East a distance of 1319.73 feet to a point on the East line of said Southeast one-quarter; thence along the East line of said Southeast one-quarter, North 01°41'32" East a distance of 6.63 feet to the Point of Beginning.

Tax Parcel Number: R3224-100

#### PARCEL 5:

A parcel situated, lying and being in the County of Yamhill, State of Oregon, and being particularly described as 30 acres off of and from the North half of the East half of the Southwest Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian in said County and State, excepting therefrom any portion lying within the right of way of County Road No. 143 (Purvert Mountain Road).

Tax Parcel Number: R3224-1100

#### PARCEL 8:

A portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

Tax Parcel Number: R3224-1300

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**PARCEL 9:**

The Southeast Quarter of the Southeast Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian, in Yamhill County, State of Oregon.

Tax Parcel Number: R3224-1400

The true and actual consideration paid for this transfer, stated in terms of dollars, is none. This Deed does not represent a sale of the above-described property. This Deed is to clarify the name of the owner of the above-described parcels and to acknowledge that Grantor and Grantee are one and the same organization.

In construing this deed, where the context so requires, the singular includes the plural, and all grammatical changes shall be made so that this deed shall apply equally to businesses, other entities and to individuals.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSONS RIGHTS, IF ANY, UNDER ORS 195.380, 195.381 AND 195.385 TO 195.386 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, AND SECTIONS 2 TO 9 AND 17, CHAPTER 355, OREGON LAWS 2009 AND SECTIONS 1 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.534, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.380, 195.381 AND 195.385 TO 195.386 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, AND SECTIONS 2 TO 9 AND 17, CHAPTER 355, OREGON LAWS 2009 AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

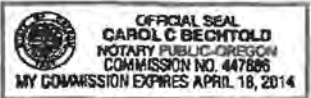
IN WITNESS WHEREOF, the grantor has executed this instrument this 29 day of January 2014. Any signature on behalf of a business or other entity is made with the authority of that entity.

  
Kristi Pfarr, President  
Crystal Dawn Smith Rilee Foundation

STATE OF OREGON     )  
                                  )ss.  
County of Yamhill     )

This instrument was acknowledged before me on January 29, 2014, by Kristi Pfarr, President of the Crystal Dawn Smith Rilee Foundation.

  
Notary Public for Oregon



1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
2. Facts, rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of the land or by making inquiry of persons in possession thereof.
3. Easements, or claims of easement, not shown by the public records; reservations or exceptions in patents or in Acts authorizing the issuance thereof; water rights, claims or title to water.
4. Any encroachment (of existing improvements located on the subject land onto adjoining land or of existing improvements located on adjoining land onto the subject land), encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the subject land.
5. Any lien, or right to a lien, for services, labor, material, equipment rental or workers compensation heretofore or hereafter furnished, imposed by law and not shown by the public records.

**The exceptions to coverage 1-5 inclusive as set forth above will remain on any subsequently issued Standard Coverage Title Insurance Policy.**

**In order to remove these exceptions to coverage in the issuance of an Extended Coverage Policy the following items are required to be furnished to the Company; additional exceptions to coverage may be added upon review of such information:**

- A. Survey or alternative acceptable to the company
  - B. Affidavit regarding possession
  - C. Proof that there is no new construction or remodeling of any improvement located on the premises. In the event of new construction or remodeling the following is required:
    - i. Satisfactory evidence that no construction liens will be filed; or
    - ii. Adequate security to protect against actual or potential construction liens;
    - iii. Payment of additional premiums as required by the Industry Rate Filing approved by the Insurance Division of the State of Oregon
6. Taxes for the year 2013-2014
- |                    |    |   |
|--------------------|----|---|
| Tax Amount         | \$ | 1,345.78                                    |
| Unpaid Balance:    | \$ | 917.61, plus interest and penalties, if any |
| Code No.:          |    | 29.2  |
| Map & Tax Lot No.: |    | R3213-02300                                 |
| Property ID No.:   |    | 27250                                       |
| (Affect Parcel 1)  |    |   |

7. Taxes for the year 2013-2014  
Tax Amount \$ 475.04  
Unpaid Balance: \$ 475.04, plus interest and penalties, if any.  
Code No.: 29.2  
Map & Tax Lot No.: R3224-00100  
Property ID No.: 64584  
(Affect Parcel 2)
8. Taxes for the year 2013-2014  
Tax Amount \$ 579.81  
Unpaid Balance: \$ 386.54, plus interest and penalties, if any.  
Code No.: 29.2  
Map & Tax Lot No.: R3224-00900  
Property ID No.: 64762  
(Affect Parcel 4)
9. Taxes for the year 2013-2014  
Tax Amount \$ 366.24  
Unpaid Balance: \$ 244.16, plus interest and penalties, if any  
Code No.: 29.2  
Map & Tax Lot No.: R3224-01200  
Property ID No.: 64842  
(Affect Parcel 7)
10. Taxes for the year 2013-2014  
Tax Amount \$ 1,884.27  
Unpaid Balance: \$ 1,256.16, plus interest and penalties, if any  
Code No.: 29.2  
Map & Tax Lot No.: R3224-01300  
Property ID No.: 64860  
(Affect Parcel 8)
11. The assessment roll and the tax roll disclose that the within described premises were specially zoned or classified for Farm use. If the land has become or becomes disqualified for such use under the statute, an additional tax or penalty may be imposed.
12. The rights of the public in and to that portion of the premises herein described lying within the limits of streets, roads and highways.
13. Easement, including terms and conditions contained therein:  
Granted to: Dennis S. Klus  
For: Access and utility easement  
Recorded: October 3, 2008  
Recording Information: Instrument No. 200816746  
(Affects Parcel 7)

- 14. Easement, including terms and conditions contained therein:  
 Granted to: PMV LLC, an Oregon limited liability company  
 For: Access and utility easement  
 Recorded: October 3, 2008  
 Recording Information: Instrument No. 200816750  
 (Affects Parcel 9)
  
- 15. Line of Credit Trust Deed, including the terms and provisions thereof, given to secure an indebtedness of up to \$100,000.00  
 Grantor: Crystal Dawn Smith Rilee Foundation (a private foundation dated 8/6/03 which is an IRC #501 (c)(3) tax exempt organization)  
 Beneficiary: First Federal S&L Assn. of McMinnville  
 Trustee: David C. Haugeberg, Attorney  
 Dated: June 25, 2008  
 Recorded: June 26, 2008  
 Recording Information: 200810962, Deed and Mortgage Records  
 (Affects Parcel 1)
  
- 16. Deed of Trust and the terms and conditions thereof.  
 Grantor/Trustor: Crystal Dawn Smith Rilee Foundation, an Oregon organized not-for-profit  
 Grantee/Beneficiary: Brown, Tarlow, Bridges, Palmer & Stone, P.C., a duly organized corporation doing business in the state of Oregon  
 Trustee: First American Title Insurance Company  
 Amount: \$150,000.00  
 Recorded: March 15, 2013  
 Recording Information: 201303835, Deed and Mortgage Records  
 (Affects Parcels 1, 2, 3, 4, 6, 7, 8 and 9)

-END OF EXCEPTIONS -

NOTE: According to the public record, the following deed(s) affecting the property herein described have been recorded within 24 months of the effective date of this report: NONE

NOTE: We find no judgments or United States Internal Revenue liens against Chehalis Park & Recreation

NOTE: Taxes for the year 2013-2014 PAID IN FULL

Tax Amount: 93.10  
 Map No.: R3224-00300  
 Property ID: 64619  
 Tax Code No.: 29.2  
 (Affect Parcel 3)

NOTE: Taxes for the year 2013-2014 PAID IN FULL

Tax Amount: 192.67  
Map No.: R3224-01100  
Property ID: 64824  
Tax Code No.: 29.2

(Affect Parcel 5)

NOTE: Taxes for the year 2013-2014 PAID IN FULL

Tax Amount: 121.97  
Map No.: R3224-01101  
Property ID: 283703  
Tax Code No.: 29.2

(Affect Parcel 6)

NOTE: Taxes for the year 2013-2014 PAID IN FULL

Tax Amount: 30.77  
Map No.: R3224-01400  
Property ID: 64897  
Tax Code No.: 29.2

(Affect Parcel 9)

Situs Address as disclosed on Yamhill County Tax Roll:

10500 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 8)

Situs Address as disclosed on Yamhill County Tax Roll:

10600 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 6)

Situs Address as disclosed on Yamhill County Tax Roll:

10755 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 5)

Situs Address as disclosed on Yamhill County Tax Roll:

12075 NE Parrett Mtn Road, Newberg, OR 97132 (Parcel 1)

**THANK YOU FOR CHOOSING FIRST AMERICAN TITLE!  
WE KNOW YOU HAVE A CHOICE!**

**RECORDING INFORMATION**

Filing Address: **Yamhill County**  
535 NE Fifth Street  
McMinnville, OR 97128

Recording Fees: \$ **36.00** for the first page  
\$ **5.00** for each additional page





## First American Title Insurance Company

### SCHEDULE OF EXCLUSIONS FROM COVERAGE

#### ALTA LOAN POLICY (06/17/06)

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorney's fees, or expenses that arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
  - (i) the occupancy, use, or enjoyment of the land;
  - (ii) the character, dimensions, or location of any improvement erected on the land;
  - (iii) the subdivision of land; or
  - (iv) environmental protection; or the effect of any violation of these laws, ordinances, or governmental regulations. The Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
2. (b) Any governmental police power. This exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
3. (c) Physics of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
4. (d) Defects, liens, encumbrances, adverse claims, or other matters
  - (i) created, altered, assumed, or agreed to by the Insured Claimant;
  - (ii) not known to the Company, not recorded in the Public Records at Date of Policy, but known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
  - (iii) resulting in no loss or damage to the Insured Claimant;
  - (iv) attaching or created subsequent to Date of Policy. (However, this does not modify or limit the coverage provided under Covered Risk 11, 13, or 14); or
  - (v) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Insured Mortgage.
5. (e) Unenforceability of the lien of the Insured Mortgage because of the inability or failure of an Insured to comply with applicable debt-business laws of the state where the land is situated.
6. (f) Inability or unenforceability in whole or in part of the lien of the Insured Mortgage that arises out of the foreclosure evidenced by the Insured Mortgage and is based upon usury or any consumer credit protection or truth-in-lending law.
7. (g) Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction creating the lien of the Insured Mortgage, is
  - (i) a fraudulent conveyance or fraudulent transfer; or
  - (ii) a preferential transfer for any reason not stated in Covered Risk 13(b) of this policy.
8. (h) Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the Insured Mortgage in the Public Records. This Exclusion does not modify or limit the coverage provided under Covered Risk 11(f).

#### ALTA OWNER'S POLICY (06/17/06)

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorney's fees, or expenses that arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
  - (i) the occupancy, use, or enjoyment of the land;
  - (ii) the character, dimensions, or location of any improvement erected on the land;
  - (iii) the subdivision of land; or
  - (iv) environmental protection; or the effect of any violation of these laws, ordinances, or governmental regulations. The Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
2. (b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
3. (c) Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
4. (d) Defects, liens, encumbrances, adverse claims, or other matters
  - (i) created, suffered, assumed, or agreed to by the Insured Claimant;
  - (ii) not known to the Company, not recorded in the Public Records at Date of Policy, but known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
  - (iii) resulting in no loss or damage to the Insured Claimant;
  - (iv) attaching or created subsequent to Date of Policy. (However, this does not modify or limit the coverage provided under Covered Risks 9 and 10); or
  - (v) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Title.
5. (e) Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction vesting the Title as shown in Schedule A is
  - (i) a fraudulent conveyance or fraudulent transfer; or
  - (ii) a preferential transfer for any reason not stated in Covered Risk 9 of this policy.
6. (f) Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.

#### SCHEDULE OF STANDARD EXCEPTIONS

1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceedings by a public agency which may result in taxes or assessments; or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
2. Rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of the land or by making inquiry of persons in possession thereof.
3. Easements, or claims of easement, not shown by the public records, reservations or exceptions in plats or in Acts authorizing the issuance thereof; water rights, claims or title to water.
4. Any encumbrance (of existing improvements located on the subject land onto adjoining land or of existing improvements located on adjoining land onto the subject land), encumbrance, violation, variation, or adverse circumstance affecting the title that would be discovered by an accurate and complete land survey of the subject land.
5. Any lien or right to a lien, for services, labor, material, equipment, rental or workmen compensation liabilities or benefits (unfunded) imposed by law and not shown by the public records.

NOTE: A SPECIMEN COPY OF THE POLICY FORM (OR FORMS) WILL BE FURNISHED UPON REQUEST.

TI 149 Rev. 7-22-08

First American Title

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## First American Title

### Privacy Information

#### We Are Committed to Safeguarding Customer Information

In order to better serve your needs now and in the future, we may ask you to provide us with certain information. We understand that you may be concerned about what we will do with such information - particularly any personal or financial information. We agree that you have a right to know how we will utilize the personal information you provide to us. Therefore, together with our subsidiaries we have adopted this Privacy Policy to govern the use and handling of your personal information.

#### Applicability

This Privacy Policy governs our use of the information that you provide to us. It does not govern the manner in which we may use information we have obtained from any other source, such as information obtained from a public record or from another person or entity. First American has also adopted broader guidelines that govern our use of personal information regardless of its source. First American calls these guidelines its Fair Information Values.

#### Types of Information

Depending upon which of our services you are utilizing, the types of nonpublic personal information that we may collect include:

- Information we receive from you on applications, forms and in other communications to us, whether in writing, in person, by telephone or any other means;
- Information about your transactions with us, our affiliated companies, or others; and
- Information we receive from a consumer reporting agency.

#### Use of Information

We request information from you for our own legitimate business purposes and not for the benefit of any nonaffiliated party. Therefore, we will not release your information to unaffiliated parties except: (1) as necessary for us to provide the product or service you have requested of us; or (2) as permitted by law. We may, however, store such information indefinitely, including the period after which any customer relationship has ceased. Such information may be used for any internal purpose, such as quality control efforts or customer analysis. We may also provide all of the types of nonpublic personal information listed above to one or more of our affiliated companies. Such affiliated companies include financial service providers, such as title insurers, property and casualty insurers, and trust and investment advisory companies, or companies involved in real estate services, such as appraisal companies, home warranty companies and escrow companies. Furthermore, we may also provide all the information we collect, as described above, to companies that perform marketing services on our behalf, on behalf of our affiliated companies or to other financial institutions with which we or our affiliated companies have joint marketing agreements.

#### Former Customers

Even if you are no longer our customer, our Privacy Policy will continue to apply to you.

#### Confidentiality and Security

We will use our best efforts to ensure that no unauthorized parties have access to any of your information. We restrict access to nonpublic personal information about you to those individuals and entities who need to know that information to provide products or services to you. We will use our best efforts to train and oversee our employees and agents to ensure that your information will be handled responsibly and in accordance with this Privacy Policy and First American's Fair Information Values. We currently maintain physical, electronic, and procedural safeguards that comply with federal regulations to guard your nonpublic personal information.

#### Information Obtained Through Our Web Sites

First American Financial Corporation is sensitive to privacy issues on the Internet. We believe it is important you know how we treat the information about you we receive on the Internet.

In general, you can visit First American or its affiliates' Web sites on the World Wide Web without telling us who you are or revealing any information about yourself. Our Web servers collect the domain names, not the e-mail addresses, of visitors. This information is aggregated to measure the number of visits, average time spent on the site, pages viewed and similar information. First American uses this information to measure the use of our site and to develop ideas to improve the content of our site.

There are times, however, when we may need information from you, such as your name and email address. When information is needed, we will use our best efforts to let you know at the time of collection how we will use the personal information. Usually, the personal information we collect is used only by us to respond to your inquiry, process an order or allow you to access specific account/profile information. If you choose to share any personal information with us, we will only use it in accordance with the policies outlined above.

#### Business Relationships

First American Financial Corporation's site and its affiliates' sites may contain links to other Web sites. While we try to link only to sites that share our high standards and respect for privacy, we are not responsible for the content or the privacy practices employed by other sites.

#### Cookies

Some of First American's Web sites may make use of "cookie" technology to measure site activity and to customize information to your personal tastes. A cookie is an element of data that a Web site can send to your browser, which may then store the cookie on your hard drive.

First American uses stored cookies. The goal of this technology is to better serve you when visiting our sites, save you time when you are here and to provide you with a more meaningful and productive Web site experience.

#### Fair Information Values

**Privacy** We consider consumer expectations about their privacy in all our businesses. We only offer products and services that assure a favorable balance between consumer benefits and consumer privacy.

**Public Record** We believe that an open public record creates significant value for society, enhances consumer choice and creates consumer opportunity. We actively support an open public record and emphasize its importance and contribution to our economy.

**Use** We believe we should behave responsibly when we use information about a consumer in our business. We will obey the laws governing the collection, use and dissemination of data.

**Accuracy** We will take reasonable steps to help assure the accuracy of the data we collect, use and disseminate. Where possible, we will take reasonable steps to correct inaccurate information. When, as with the public record, we cannot correct inaccurate information, we will take all reasonable steps to assist consumers in identifying the source of the erroneous data so that the consumer can assume the required corrections.

**Education** We endeavor to educate the users of our products and services, our employees and others in our industry about the importance of consumer privacy. We will instruct our employees on our fair information values and on the responsible collection and use of data. We will encourage others in our industry to collect and use information in a responsible manner.

**Security** We will maintain appropriate facilities and systems to protect against unauthorized access to and corruption of the data we maintain.

**Exhibit "A"**

Real property in the County of Yamhill, State of Oregon, described as follows:

**PARCEL 1:**

Beginning at the Southeast corner of the Southeast quarter of the Southwest quarter of the Southwest quarter of Section 13 in Township 3 South of Range 2 West of the Willamette Meridian in Yamhill County, Oregon; thence running North parallel with the West line of said Section 13, 208.7 feet; thence West parallel with the South line of said Section 13, 208.7 feet; thence South parallel with the West line of said Section 13, 208.7 feet to the South line of said Section 13 and thence East following the South line of said Section 13, 208.7 feet to the place of beginning.

Tax Parcel Number: R3213-2300

**PARCEL 2:**

The Northeast Quarter (1/4) of the SE Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon.

EXCEPTING THEREFROM that portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

ALSO EXCEPTING THEREFROM the following described property:

Beginning at a brass disk located at the Northeast corner of the Southeast one-quarter of said Section 24; thence along the North line of the said Southeast one-quarter, North 88°11'36" West a distance of 1319.70 feet to a 5/8 inch iron rod located at the Northwest corner of the Northeast one-quarter of said Southeast one-quarter; thence South 87°54'20" East a distance of 1319.73 feet to a point on the East line of said Southeast one-quarter; thence along the East line of said Southeast one-quarter, North 01°41'32" East a distance of 6.63 feet to the Point of Beginning.

Tax Parcel Number: R3224-100

**PARCEL 3:**

Beginning at a 3/4" iron pipe set in the Northwest corner of the Northeast Quarter of the Northwest Quarter of Section 24, of Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon; thence North 89°51'44" East along the Section Line 729.25 feet; thence South 8°15'30" East 592.89 feet, approximately along the center line of county Road #43A to a 5/8" rod; thence South 89°51'44" West 814.68 feet to a 5/8" iron rod; thence North 0°01'35" East 586.95 feet to the place of beginning and containing 10.40 acres more or less.

EXCEPT that portion lying with County Road #43A.

Tax Parcel Number: R3224-300

PARCEL 4:

All of the West one-half (1/2) of the Northwest Quarter (1/4) of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, containing 80 acres more or less, County of Yamhill, State of Oregon.

Tax Parcel Number: R3224-900

PARCEL 5:

A parcel situated, lying and being in the County of Yamhill, State of Oregon, and being particularly described as 30 acres off of and from the North half of the East half of the Southwest Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian in said County and State, excepting therefrom any portion lying within the right of way of County Road No. 143 (Parrett Mountain Road).

Tax Parcel Number: R3224-1100

PARCEL 6:

The Northwest Quarter (1/4) of the Southeast Quarter (1/4) of Section 24, in township 3 South, of Range 2 West of the Willamette Meridian, containing forty (40) acres, more or less, in the County of Yamhill and State of Oregon.

Tax Parcel Number: R3224-1101

PARCEL 7:

Situate, lying and being in the County of Yamhill, State of Oregon, and being particularly described as the East half of the Southwest quarter of Section 24, in Township 3 South, Range 2 West of the Willamette Meridian in said County and State; saving and excepting therefrom that certain 30 acres off of and from the North end thereof conveyed to Forrest P. Smith; and ALSO the Southwest Quarter of the Southeast Quarter of Section 24, in Township 3 South, Range 2 West, of the Willamette in Yamhill County, Oregon.

Tax Parcel Number: R3224-1200

PARCEL 8:

A portion of Section 24, Township 3 South, Range 2 West of the Willamette Meridian, Yamhill County, Oregon, described as follows:

Commencing at the Southwest corner of the Northeast Quarter (1/4) of the Southeast Quarter (1/4) and running North 241 feet; thence East 241 feet; thence South 241 feet; thence West 241 feet to the place of beginning.

Tax Parcel Number: R3224-1300

PARCEL 9:

The Southeast Quarter of the Southeast Quarter of Section 24, in Township 3 South, or Range 2 West of the Willamette Meridian, in Yamhill County, State of Oregon.

Tax Parcel Number: R3224-1400



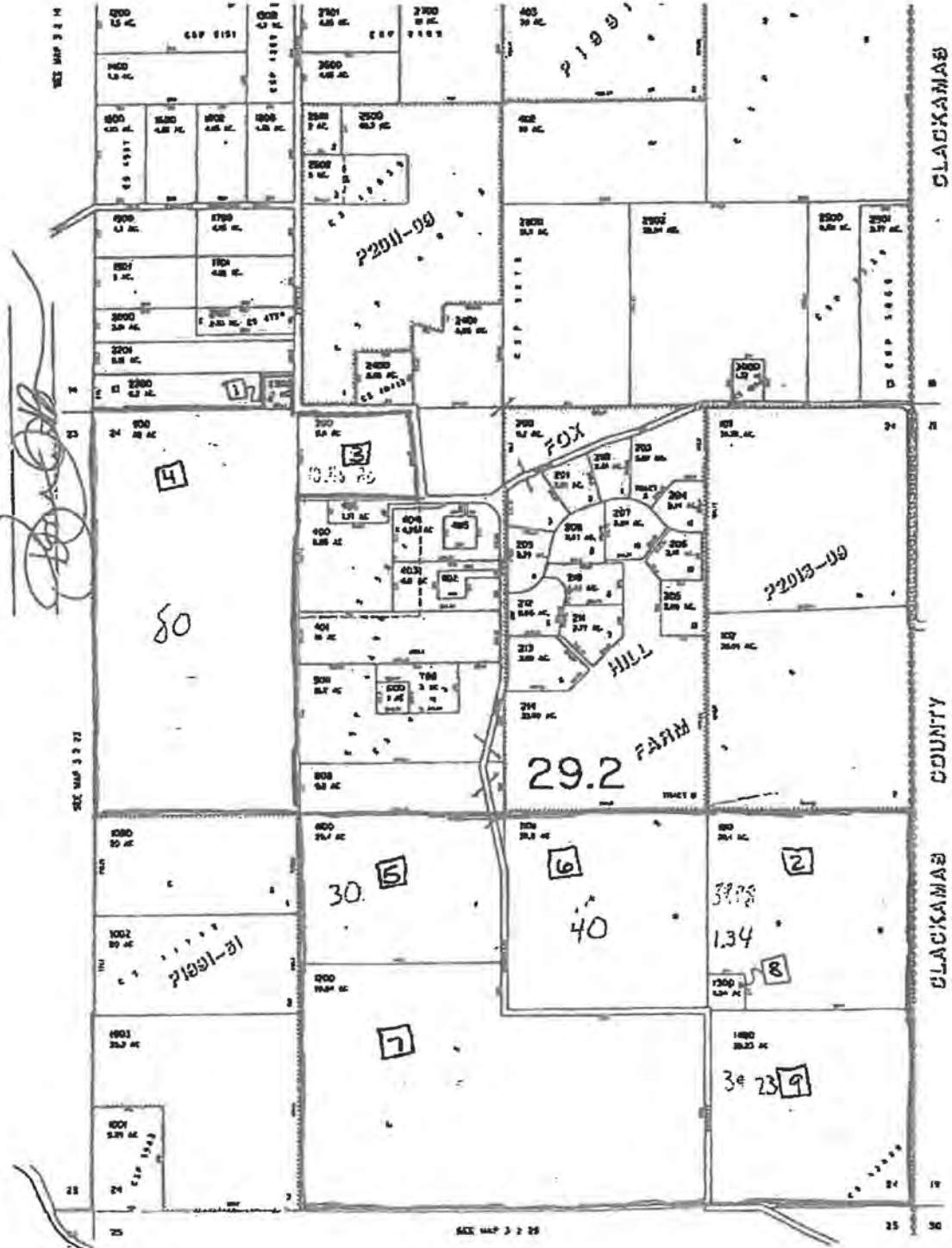
First American



This map is furnished for illustration and to assist in property location. The company assumes no liability for any variation in dimensions by location ascertainable by actual survey

READ & APPROVED

*[Handwritten signature]*



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THANK YOU FOR SPONSORING

COASTWALK OREGON 2023!



**Bench Craft Company** A Division of Transportation  
Media, Inc. P.O. Box 6343 Portland, OR 97228 P. (800) 824-8311 C. (503) 703-6328 - C HEATH

**AGREEMENT AMENDMENT**

Date: 8-29-2023

**Chehalem Park and Recreation District (aka CPRD)** and Bench Craft Company do hereby amend the original Parks and Trails Guide Agreement dated 10/25/2018, by adding hereto the following.

Both parties agree to re-initiate the program, with Bench Craft Company providing an annual supply of Parks and Trails Guides with ads, at NO COST.

Bench Craft Co agrees to revise / update the Parks and Trails Guides to the satisfaction of CPRD, and CPRD shall have final proof approval. The following business categories will be excluded from participation:

Adult Theme, Marijuana Stores, Firearms, Political, Religious. CPRD retains the right to list more exclusions here; \_\_\_\_\_

CPRD retains the right to display the Parks and Trails Guides at places of their choosing, such as: Parks Facilities, Pools, Libraries, Chehalem Glenn Golf Course, and other areas.

CPRD agrees to distribute the Parks and Trails Guides at NO COST, as a service to the community, it's citizens, and visitors.

The initial term for this amendment shall be for *two* (2) years. Unless written notice of termination is given by either party no less than *six* (6) months prior to expiration of a term, then this amendment shall automatically renew for additional *two* (2) year terms.

Except as specifically modified herein, said agreement between the parties shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have signed this Amendment to be effective as of the above date.

**Chehalem Park & Rec District**  
Newberg, OR

Signed: [Signature]

Date: 8-29-2023

Title: PUBLIC  
INFORMATION  
DIRECTOR

**Bench Craft Company**  
Portland, OR

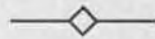
Signed: [Signature]

Date: 8/29/23

Title: VP

315

# SAVE CRYSTAL RILEE EQUESTRIAN PARK & TRAILS



Preservation of gifted land to uphold  
the contractual intent





## Request to Review and Cease all MTB Activities

The MTB racers are youth from Lake Oswego, between middle and high school year ages. Unfortunately, this adds to the inherent danger between cyclists and riders.



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## Damaged to existing trails, new un-approved cut-throughs and hiker blockades

The cutting of side trails, the addition of jump blockades for increasing MTB speeds are prohibiting hikers. Resulting in a loss of the tranquil natural habitat.

3/7



## Loss of Luscher Park – L.O. MTB move into Crystal Rilee Park

The “Friends of Luscher Park” rep stated the area neighbors and concerned citizens that voted against the MTB activities. It was deemed to negatively impact the use and enjoyment of walking trails. Additionally, Clackamas county found that MTB didn’t comply with the Agricultural zoning known as passive recreation.

[https://www.lakeoswego.com/opinion/friends-of-luscher-farm-opposes-bike-park/article\\_b0c5d2c2-c9eb-5210-b0d5-68eb7f4035d9.html](https://www.lakeoswego.com/opinion/friends-of-luscher-farm-opposes-bike-park/article_b0c5d2c2-c9eb-5210-b0d5-68eb7f4035d9.html)

Despite the recent notice of splitting the park, cyclists continue to seek out and use the westside. Every time fellow riders and hikers traverse the designated non-MTB westside, the evidence of MTB is found. Splitting the park isn’t working to keep cyclists off the horse trails! The multitude of cyclists create ruts which impact the existing Crystal Rilee native soils versus alternate materials used in specifically designed and planned for MTB tracks.

The inevitable crash between horse and cyclist will come, hopefully not reminiscent of the recent 2022 Mt Hood Skibowl MTB accident. The MTB riders using trails deemed NOT specifically designed for MTB gained speeds in excess of 50mph resulting in a crash which paralyzed a cyclist from the waist down. Subsequently, the lawsuit he won was in excess of \$11M against the park forcing the closure of the Mt Hood trails for MTB.

<https://www.oregonlive.com/clackamascounty/2022/05/mt-hood-skibowl-bans-bikes-for-summer-after-paying-105m-in-crash-that-paralyzed-oregon-man.html>

# Natural Wildlife Habitat Disruption and Trail Impact

## *Disruption and Impact to Wildlife and Trails*

- Mountain bikes give off a high-pitched noise
- Mentality – Mountain Biking Thrillcraft Culture
- “65.6% of riders said they enjoy the sense of risk and danger which is part of mountain biking.” [www.shredtrail.com](http://www.shredtrail.com)
- Manner of Riding
- High Rates of Speed, Skidding, Braking, Turning
- Soil Displacement
- Killing tree roots
- Tire Treads
- Creating V like trenches in trail

## Studies:

- Noise and fast pace generated from mountain bikes is harmful to wildlife (Study: Mountain Bikes Disturb Wildlife on Par with ATVs; November 12, 2020 by Ryan Stuart. <https://www.bikemag.com/news/study-mountain-bikes-disturb-wildlife-on-par-with-atvs>. **We found that recreational activity is displacing wildlife and mountain bikers are doing it more than hikers and horseback riders,” says Cole Burton, the lead researcher on the study. “In fact, cyclists disturbed wildlife on par with dirt bikes and ATVs.”**
- Colorado BHA Report – “Mountain bikers adversely impact big game 4 times as much as hikers, they affect 50%-75% more animals.”
- <https://www.thewildlifeneeds.com/2019/06/18/impacts-of-mountain-biking/#:~:text=Mountain%20Biking%20is%20a%20significant.under%20the%201964%20Wilderness%20Act>

# Outside of district, free use for races available in Yamhill county



See more of LOC MTB on Facebook

Log In

or

Create new account

320

Bikers continued use on Westside



Sample of MTB gatherings: <https://fb.watch/mrZdo7xaCU/>



**Season opener! 54 athletes - fun to see many familiar and new friends -**

...

322

## Many other available & intended for MTB options

Number of equine trails vs. mountain bike trails

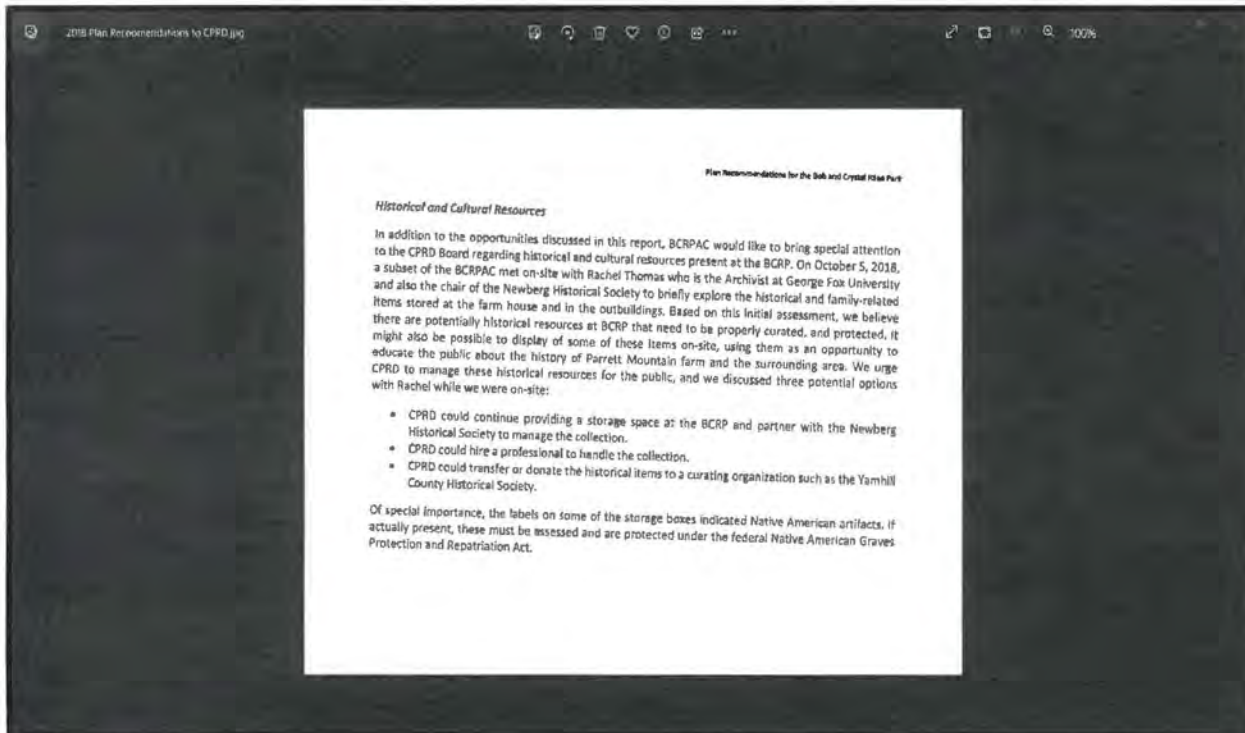
- Mountain bike trails; [www.trailforks.com/trails/map](http://www.trailforks.com/trails/map) Multnomah, Clackamas, Washington and Yamhill Counties – **210 Trails**
- Equestrian trails; [www.Alltrails.com/explore](http://www.Alltrails.com/explore) and [www.nwhorsetrails.com](http://www.nwhorsetrails.com) Multnomah, Clackamas, Washington, Yamhill and Marion Counties – **12 Trails**



## Protect & Preserve the agricultural intent and the integrity of Crystals gift.

The Eastside MTB races result in a lack of safe access for both horse and rider combinations as well as nature enthusiast hikers. This loss is detrimental for a large segment of equestrians, those with both young green horses and those with older horses. Utilizing the eastside for its gentle topography and less challenging trails has been a long-standing practice whereas now it's not a safe alternative.

Previously, the Eastside hosted "ART in the Woods" Festival Walks, Heritage Learning and a place for young and old horses. Bring back this vital component to honor Crystals wishes and the uses outlined below in a 2018 letter.



## Crystal Rilee Past & Future Equine events and opportunities

### *Past Successful Events include:*

2007 Trail riding Memberships

2008 Oregon Civil War Reenactments

2008-2015 Sheriff Posse Poker Rides- Yamhill County residents and local sponsors such as Wilco & Wrangler

4-H and OHSET Youth Trail rides

### *Future Opportunities:*

Obstacle challenges- McIver Park, Perrydale, Bolender Etc. (All pay a day use or alternate fee)

Poker Rides- Sheriff Posse involvement and awareness

Camp host onsite for free built-in park security for dry camping/riding

Event venue- endurance, cross-country and ranch riding obstacle appeal

## OSET trail rides & Auditing Clinicians



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## Preserving History & Protecting Intent, Supporting Documents

- \*2007\* Crystal Rilee Dawn Smith Foundation MASTER PLAN (County summary)
- \*2007\* Solely Equestrian Park Use Membership Program
- \*2008\* Equestrian Advisory Board- CDSRF
- \*2009\* East side Art Installation and tranquil hiking trails
- \*2011\* Poker Ride Events with Sheriff Posse
- \*2013\* Non-Profit Outline Park Transfer Request Terms
- \*2013\* Attorney Letter of Intent- Highlighted
- \*2014\* Lease Option Purchase with CPRD- Highlighted Uses
- \*2014\* Newberg Rotary- Crystal Rilee Scholarship Fund (Newberg & St Paul Locals)
- \*2016\* Yamhill Co Planning- Conditional Use for Public Park – AG required
- \*2019\* Bob & Crystal Rilee Advisory Committee- Equestrian Recommendations
- \*2022\* CDSR Foundation board members requested removal of MTB activities
- \*2023\* Kathryn Parrett Smith Brow (Crystals niece) written plea for honoring her gift.

# Petition Voices to keep Crystal Rilee Park for Equestrian & Hiker Use Only

\*\*\*\*\*Attached are both neighbor comments and signature list from petition\*\*\*\*\*



Started July 13, 2023

## Why this petition matters



Started by [Ryann Reinhofer](#)

Equestrians, Hikers, Nature Lovers and Concerned Citizens!

Those who knew Crystal Rilee understand her gift of 400 acres atop Parrett Mountain was to preserve the land for its unique agricultural heritage, enjoyment of riding horses and support of natural habitats.

692 Signatures 1,000 Next Goal

Support now



SAVE Crystal Rilee Equestrian Park

Share on Facebook

[Send an email to friends](#)

[Send a message via WhatsApp](#)

[Tweet to your followers](#)

[Copy link](#)

## Feb. 10, 2014 - CPRD public online statement

329 “This generous donation from the foundation will become a valuable legacy for our community,” said CPRD Public Information Coordinator Kat Ricker. **“Not only will the equestrian community return to the trails it has previously enjoyed,** but the public is sure to be impressed with the opportunities our Board and staff are already planning for this spectacular property.”

Bob and Crystal Rilee Park will be a scenic nature park with trails, including equestrian trails. These trails will be part of Chehalem Heritage Trails. The new park could be open as early as July.

Some of the property will continue to be leased for farming, and discussion is underway for a potential historical museum piece to preserve the history of Parrett Mountain and the farming heritage of the land. The property also contains potential rental facilities for special events such as weddings and business retreats.

The CPRD Board of Directors approved the lease-purchase Oct. 24, 2013.

## Closing Statement

This presentation isn't intended for an us against them stance but rather keeping the park as it's been historically known and as the grantor intended. Both cyclists and equestrians should have the freedom to fully enjoy their sport without fear of accidents.

The park should absolutely be *open to all* for the beauty and enjoyment it has to offer! That does not nor should not be construed as *open to all activities!* I can't choose to ride my horse in the skate park or in the new bike lanes along the roadway. As such the MTB groups shouldn't assume or be allowed to race in an Equestrian Park.

Please act to protect this resource, it's intended use, engage in common sense safety precautions and support the local agricultural and equine activities which are fast disappearing in today's word of expansion and sprawl.

# Parrett Mountain EQUESTRIAN PARK

The dappled sunlight shines through ancient trees as you surround yourself with the peace and tranquility of this special place. You can ride over miles of scenic trails dedicated solely to equestrians and the animals they love.

These trails, made possible by a gift from the Crystal Dawn Smith Rilee Foundation, were designed with the mission of maintaining their natural state while providing a park-like setting. They are only 45 minutes from downtown Portland, but generations away from the noise and pressures of 21<sup>st</sup> Century life.

Part of the development of these trails includes educational programs and seminars, with planting stages and picnic areas, great trails, a location suitable for your horse and much more. The Crystal Dawn Smith Rilee Foundation is making sure that this program is a wonderful opportunity for all who wish to join in.

[ParrettMountainEquestrianPark.com](http://ParrettMountainEquestrianPark.com)

## Crystal Dawn Smith KILEE FOUNDATION

“The Crystal Dawn Smith Rilee Foundation endeavors to help those in the community who help others and to preserve the rich historical fabric of the Willamette Valley.”

My goal is to provide everyone access to a turn-of-the-century farm, as well as protect these 400 acres from encroaching urban development.

I want to make it available to groups, like schools and woodworkers' associations, and keep a working garden, a greenhouse, chickens, turkeys, goats and hogs.”

- Crystal Rilee, Founder  
June 24, 1915 - December 6, 2006



[CrystalDawnSmithRilleFoundation.com](http://CrystalDawnSmithRilleFoundation.com)

10500 NE PARRETT MT. RD. • NEWBERG, OR 97132 • 503.929.0393



## NEW TRAIL NAMES FOR THE EQUESTRIAN PARK



New Wood Chips on the Equestrian Park Trails

The Parrett Mountain Equestrian Park is enjoying its first spring even if it has been a wet one. Many friends of The Farm are finding the beautiful trails replete in all their spring splendor and solitude.

The weather has hampered efforts to get wood chips on all of the trails. However, many trails have gotten wood chips and the footing there has been improved. Efforts are moving forward to get chips on the steepest and muddiest trails first. Also, additional fencing was done

this spring to help maintain privacy for our members.

Dr. Dick Kimball has taken advantage of the Parrett Mountain Equestrian Park, Name-a-Trail Program. For a donation of \$500.00 a trail can be named. So far four trails have been named; Bobcat Trail, Tomcat Trail, Willard's Way and Kimball's Creek. There are seven trails yet to be named. If you would like to name a trail or become a member of the Park please contact Elizabeth Rhode at: [earhode1@aol.com](mailto:earhode1@aol.com) or call 503-625-6821.

## RILEE'S VIEW ALMOST READY

The old Rilee Homestead is nearing completion of its extensive makeover and will soon be ready to host weddings, reunions and other events.

Renamed Rilee's View, the facility will be the headquarters for the Crystal Dawn Smith Rilee Foundation and The Parrett Mountain Farm as well as a center for historical re-enactments and educational activities.

When completed it will boast an outdoor patio kitchen with a fire pit, a field kitchen with handicapped restroom facilities, a fountain, gazebo, gardens and lawns. There will also be a magnificent view of the Tualatin Valley and the Cascade Range.

If you are planning a gathering such as a wedding, reunion, birthday party or corporate outing and are looking for something special and out of the ordinary contact

Elizabeth Rhode at [carbo-del@aol.com](mailto:carbo-del@aol.com) or 503-625-6821 for rates and information, or to arrange a tour.



Looking Down on Rilee's View

*Rilee's View embraces the magic of Parrett Mountain in a unique and memorable way*

## DARRELL KEMP NAMED OPERATIONS MANAGER

Darrell Kemp, owner of Darrell Kemp Construction for 28 years, has just been named Operations Manager for the Parrett Mountain Farm.

Born in California, Darrell moved with to Molalla, Oregon with his family when he was 14. He graduated from Molalla High School and attended Clackamas Community College.

In 2001, Darrell and his family moved to Parrett Mountain, purchasing the home and acreage where his wife, Danna Kimball Kemp, was raised.

In his free time, he enjoys outdoor activities and spending time with his wife and their two children Tyler 10 and Maddie 7.

He brings a great deal of knowledge and experience to the Farm as well as his good nature. We are lucky and proud to have a friend and neighbor such as Darrell join our staff.

Darrell will be responsible for overseeing the many projects and day to day activities of the Parrett Mountain Farm.



New Operations Manager Darrell Kemp

Dear Chehalem Park and Recreation Board:

Hello, my name is Kathryn Parrett Smith Brow. I am the niece of Bob and Crystal Smith Rilee.

I came to live with my aunt and uncle on the Parrett Mountain Farm, in 1970 , where I lived until I moved to start my own family. My family's farm was a magical place to grow up. The memories I have are a big part of the woman I am today. One of the fondest memories I have is riding my horse on the trails that my uncle Bob made for me and other equestrian riders that lived in the neighborhood. Back then we rode from dawn to dusk and spent summer nights camping out on the trails. When Crystal passed, we wanted to do something special with the trails and formally created the Crystal Dawn Smith Rilee Equestrian Trails, along with the Foundation.

I have been following the board meetings and social media posts regarding the out of district Bike Clubs use of the trails. As a family member of this great land gift, it feels the board and staff have failed to uphold the intent of the trails use and the farm. My Aunt's generous donation through her foundation intended the trails to continually be used as equestrian, for all level of riders to have a safe relaxing riding experience. Farming, land history and equestrian was the heart of Crystal's mission, NOT Mountain Bikes! Serious changes need to be made on the part of Park and Rec to fix this problem and bring the Bike riding to an end. You all were given a gift, please use it wisely and within the wishes of my Aunt!

Sincerely,

Kathryn Parrett Smith Brow

## Plan Recommendations for the Bob and Crystal Rilee Park



Prepared for the  
Chehalem Park & Recreation District  
125 South Elliott Rd  
Newberg, Oregon 97132

Prepared by the  
Bob and Crystal Rilee Park Advisory Committee

January 1, 2019

### **Layout, design and placement**

The youth farm could be laid out in such a way that visitors could experience it as a self-guided tour, but also be a part of a larger more organized program. It could serve as a visual target for the visitor center, and be placed on the northeast corner of Curtis Field. Please refer to figure 4 in the Visitor's Center section.

### **Operations**

Operations of the Youth Farm could be modeled from a similar program run by the Wilsonville school district:

"The CREST Farm provides a rich educational environment for students in the West Linn-Wilsonville School District. At the farm, students learn about where their food comes from and gain hands-on experience growing fruits and vegetables. The Farm is located on a district-owned, 10-acre parcel of designated farmland in Wilsonville, OR. The CREST Farm has a Farm Manager, who works part-time in exchange for living on-site, and a grant-funded Farm Educator."

The program could take advantage of the "Hands on" learning environment created by the nearby Heritage Farm, but scaled equipment could be used to tailor the experience specifically to young visitors including such items as small-scale plows, wagons and other farm-related equipment. Activities could also focus on pioneer life and interpretation of the westward expansion that locally depended on the Oregon Trail.

### **2.1.5 Equestrian Educational Center**

The equestrian-focused educational component of the Plan is detailed in this section, whereas recreational equestrian activities are described in Section 2.2. The purpose of the Equestrian Center would be to support the riding and driving community by providing an education facility set up to teach riding, driving, and to certify drivers. It could also serve as the gateway for the riding and driving trails in the BCRP.

#### **Recommendations**

##### **Parking**

The main gate could be on the corner of NE Parrett Mountain Rd by the old schoolhouse. The gate and parking area could be laid out to accommodate both equestrian and vehicular traffic. The parking area could be designed for year-round use, to accommodate large vehicles, and to meet the needs of animal loading and unloading tasks.

##### **Structures**

Structures could have a common design and arrangement informed by a historical design and timeframe. For example, most structures could be reproduced following the design and arrangements used by Louis Scholl at Fort Dalles.

##### **Livery/Stable**

The purpose of the livery stable would be to have both animals and equipment in one building for use in the BCRP as transportation or to rent out rigs for driving. This building could also house restrooms.

##### **Arena**

An arena could be the center or focal point of the Equine Center. It could be made available to the public for both riding and driving instruction.

**Tack and Harness Shop**

This facility could also be part of the Folk School. It could be set up for storage and display of harness and tack, and also all facets of leather work pertaining to driving, riding, farming, and horse drawn equipment, and vehicles. It could even include a tannery for tanning leather.

**Blacksmith & Farrier Shop**

The blacksmith shop could be focused on farrier work and training and set up so that visitors can view the activities but not interfere with the work or classes. It would best be situated close to the stable.

**Vehicle and Equipment Store**

This building or set of buildings could be used to store and maintain horse-drawn vehicles and equipment. This would not need to be limited to what is being used in the BCRP, but also could be available for collections and historic and rare vehicles and equipment. Collections storage would also support the driving school and certification program.

**School House**

The school house could eventually be restored back to original as a school house and used for classes, school groups, or as an additional event center.

**Spatial Location**

The Equestrian Center building locations and relative sizes are depicted below. The arena is the central structure, surrounded by the other structures, excepting the school house which already exists and is labeled on the figure as the "Former Parrett Mountain School."

Figure 5. Equestrian Educational Center.



## **2.2 Equestrian Recreational Activities**

Equestrian activities and trails at the BCRP have been in use for many years. There is an intricate trail system that has been established that pre-dates the CRPD ownership of the property. At one point, it was estimated to have over 15 miles of trails.

Trail map:

[http://www.cordnewberg.org/sites/default/files/fileattachments/general/page/380/reduced\\_bob\\_and\\_crystal\\_rilee\\_park\\_trail\\_map\\_081916.pdf](http://www.cordnewberg.org/sites/default/files/fileattachments/general/page/380/reduced_bob_and_crystal_rilee_park_trail_map_081916.pdf)

### **2.2.1 Key Locations**

The existing trail system used by equestrians is primarily on the western half of the property. The existing trails travel along the fence lines with cross trails in much of the wooded western section of the BCRP.

There are several locations that equestrians currently access the BCRP system.

- The current equestrian parking area is a primary point of access for trailering to gain access.
- There is a local access location near the "Schoolhouse" building at the far north turn of Parrett Mountain Road.
- Additional access could be provided from the west if access could be obtained. This would also serve the resident equestrians that are on that side of the BCRP.

### **2.2.2 Timeline**

The existing trail system is actively being used by the equestrian community.

Improvements to the parking area in section 2.2.3 should be addressed as soon as possible:

- Existing parking facility needs to have the entrance/exit expanded for road safety and accessibility to larger truck/trailer combinations as soon as possible.
- Additional Parking can be added in the future, as needed.

More facilities and obstacles can be added to the existing trail system as resources are available.

### **2.2.3 Recommendations and Restrictions**

The goal to maintain and grow equestrian use would benefit from the existing infrastructure.

Maintenance of the trail system and protection of the overall BCRP resources requires some thought in the future growth and use for equestrians. BCRP is a destination location for Oregon Equestrians and could be expanded for additional features and facilities.

With any sport, there is risk. Horses are large animals with strong flight instincts and so consideration needs to be taken to ensure that the multi-use activities of the overall BCRP do not cause increased risk of accidents and liability for CPRD.

**Parking area**

The current parking area is very small and can accommodate a limited number of trucks/trailers. The entrance/exit is very tight and rigs must use both lanes of Parrett Mountain road to access/exit. This could be a traffic hazard.

Parking area improvements to current parking that could be create/developed and installed in the next 6-12 months at limited cost:

- BCRP Rule signage (no fires, no smoking, clean up after yourself and your horses)
- Mounting block or mounting ramp
- Porta-potty
- Area for manure clean up/signage to clean up after horse
- Water faucet to provide water for horses (depending on water access)
- Adding parking area (near corner of the old schoolhouse building)

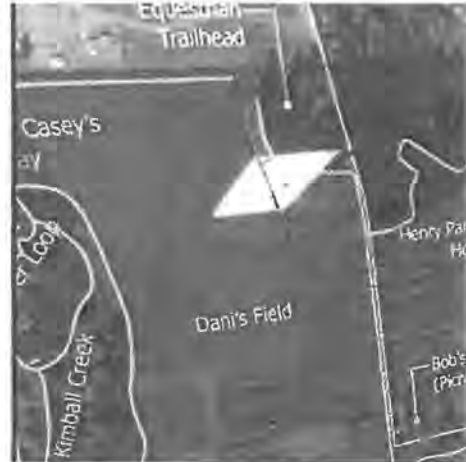


Figure 6. The existing equestrian parking area and trailhead.

Timing for an additional parking facility could be concurrent with the infrastructure improvements of the existing parking. This could be accomplished with limited cost to CPRD and would decrease traffic hazard of the existing parking facilities.

- Parking entrance/exit easier
  - Good straight access for entrance/exit with plenty of space for trailer parking/spacing to keep neighbor horses from kicking each other.
- Accommodate larger rigs and more access
- Mounting structure
- Water faucet/facilities (porta-potty)
- Manure clean up area



Figure 7. Proposed location of additional parking area.

## Trails

The Trails System has been established by years of usage by local equestrians. The original owner, Crystal Rilee Smith, encouraged the locals to use the land and she enjoyed seeing the horses riding on her property.

Some improvement ideas and expansion:

- Trail Maintenance that is needed now and is ongoing:
  - Spring scheduled clean up days to invite local equestrians, OET, 4-H and others to assist.
    - Strict instruction to maintain existing trails; **NO NEW Trails** without CRPD approval.
- Marking trails with good signage.
- Rating of trails for experience of horse/rider
  - Assistance could be provided by equestrian neighbors that are familiar with and have ridden these trails
- Seasonal weather signage to warn against very slippery trails (close in winter?)
  - Possible posts with chains to close both ends of dangerous trails during winter.
  - This should be done as soon as possible. Limited cost for posts and chain/cable. This should not be done without assessment of the trail difficulty/safety.
- Footings improvement of steep trails/possible cutting in switchbacks to lessen the difficulty and slipperiness. This is an ongoing need in order to keep the trails in good shape and reduce the risk of erosion of the environment.
- On-trail picnic area with bench/table and hitching post.
- Additional local access points from the perimeter of the BCRP.
  - There were previously several local access points for equestrians to access the BCRP trails. Some of these have been closed off by fencing the property. To reduce parking issues, local access points could be added.

## Possible additional equestrian-usage facilities

Additional facilities can be added to the BCRP that would increase the equestrian opportunities for use and benefit the equine community. Educational opportunities and events for our youth and our community can be provided with some added equestrian features.

- Trail course with obstacles. Primary focus could be in the Burts 80 upper field but could be added throughout the trail system. This could provide a venue for trail challenge events and organized competitive rides.
  - Bridge
  - Plastic wall (walk through)
  - Log to back through
  - Barrels and gates



- Event arena (also near new parking/Burts 80 field). This would require a flat large area. Minimum dimensions for the area should be 100 x 200 feet. This would accommodate everything from dressage to team penning events
  - Possible usage/events:
    - Jumping/dressage practice area or show event
    - 4-H practice area/4-H Horse group home arena
    - Gymkhana events/play days
    - Equestrian clinics
    - Team Penning (could utilize cows that might be part of the craft school/heritage farm portion)
    - Reining area.
- Adding driving training area (upper field near old schoolhouse/back of Nine Star)
  - Unique opportunity to provide certification for driving. Currently, there are a limited number of locations in the USA where these can be obtained.
- Horse corrals/paddocks
  - Many of these have been built by OET at varied riding areas/state parks.
  - If the CPRD Board decides to allow camping at BCRP, this would allow for horse camping.

#### **Additional Recommendations**

- The BCRP rules should be posted at all access points.
- Good access to the location could increase the use by the equestrian community.
  - Because the non-neighbor user accesses the BCRP by transport, the parking access is a critical concern.
  - This could increase the large vehicle traffic to/from the BCRP. Local road infrastructure limits the access to the BCRP from several directions. Equestrian trail riders are used to bumpy gravel roads for access, but narrow and windy roads are not preferred for long truck/trailer rigs. Increased traffic should be expected on the easier access roads.
- Horses are large, powerful animals with a flight instinct, and as such:
  - Keeping the user communities safely separated should be of concern to CPRD.
  - Run-away horses are the leading cause of equine accidents on trails.

David Atkin

Re: *Rilee Foundation / Chehalem Park and Recreation District*

September 27, 2013

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3. The statutory purpose and mission of CPRD is to provide recreational opportunities for the citizens of Yamhill County. CPRD is willing to agree that the Parrot Mountain property would be permanently protected from residential and commercial development (excluding any CPRD revenue generating activities), but cannot agree that the land currently under cultivation will be preserved for agricultural purposes. For the time being, it is CPRD's intention to continue the agricultural uses presently in place, but in the future CPRD must be free to change any agricultural use if the Board deems it appropriate to meet its public mandate.
4. CPRD has never sold or disposed of any significant portion of land that has been donated to it, and has no intention of selling or trading the Parrot Mountain property. However, a provision that none of the property can be sold or transferred is problematic. From past experiences, CPRD has found that in certain cases it has been in the best public interest to have the ability to trade and sell portions of property to settle boundary disputes, improve public access and, for practical purposes to reconfigure boundaries of parcels under its ownership. The CPRD Board requests that the Foundation either not insist on this condition based upon the District's past experience of being good stewards of the public land it owns, or at least agree to language that gives leeway for the District to address the issues previously mentioned.
5. This condition is acceptable.
6. The Board agrees that it will use its best efforts to save and repair the building and outbuildings on the property. However, in all cases CPRD's ability to expend funds to save and repair buildings is first conditioned upon CPRD having the requisite property tax revenue available through its regular budgeting process. Further, CPRD must have the ability and sole discretion to destroy any building which it determines, in its best judgment, to be uneconomical to maintain, a hazard, or an attractive nuisance. Having said this, the Board is of the opinion that none of the buildings referenced in this condition are in these categories.
- 7A. CPRD will honor the farming contract with Steve Harvey through 11/15/2014. After that, the farming contract will be granted based upon obtaining competitive proposals, in which Mr. Harvey can certainly participate.
- 7B. Park District personnel must have the ability and authority to determine what park trails are open to the public and what are closed, and what entrances can be used. Having said that, the Park Board would certainly consider input from the neighbors and Foundation members in this regard.
- 7C. CPRD is in agreement the Washington County Sheriff's Posse may continue to have

David Atkin

Re: *Rilee Foundation / Chehalem Park and Recreation District*

September 27, 2013

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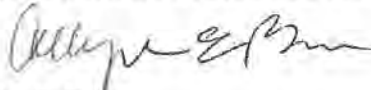
their annual poker ride. CPRD has a scheduling procedure for these types of events in which the Posse must participate.

- 7D. CPRD is not opposed to a small museum established at the Farmhouse. As mentioned earlier, CPRD can acknowledge its best intentions to provide such a facility, however, whether or not one comes to fruition depends upon availability of tax revenue and the museum being economically viable.
- 7E. The CPRD Board is uncertain over what areas not already fenced, need to be fenced, but is agreeable to install any appropriate fencing.
- 7F. The CPRD Board is agreeable to reasonable memorial signage. However, the Board will look to the Foundation to provide the details for Bob's biography and related historical information, as well as cooperating with CPRD staff to determine where the sign(s) should be located.
- 7G. This condition is acceptable.
- 7H. The efforts of Tom Avgerakis are noted.
- 7I. The CPRD Board is not clear on what is intended concerning the farm equipment. As part of the purchase price, CPRD would accept any usable equipment and museum quality pieces. I suggest you prepare an inventory of items and clarify the issue.
- 8. All property of CPRD within certain practical limitations must be open to all members of the public. Legally, CPRD cannot exclude the people you indicate.

Please review these responses with the Foundation members, and let me know if the transaction is still viable. I am writing you this letter on the eve of leaving for three weeks' vacation. Hopefully, during that time you will be able to meet with your clients and we can discuss these issues upon my return.

Yours very truly,

BROWN, TARLOW, BRIDGES & PALMER, PC



Allyn E. Brown

AEB:lrn

cc: Don Clements / Chehalem Park and Recreation District

**BROWN, TARLOW, BRIDGES  
& PALMER, PC**  
Attorneys at Law

ALLYN E. BROWN  
JOHN T. BRIDGES  
STEPHEN C. PALMER  
RICHARD P. BROWN

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[www.newberglaw.com](http://www.newberglaw.com)

September 27, 2013

Atkin & Associates  
Center for Nonprofit Law  
PO Box 10008  
Eugene, OR 97440

Re: *Rilee Foundation / Chehalem Park and Recreation District*

Dear David:

Thank you for your letter of September 12, 2013. The Park District is very excited over the potential acquisition of the Rilee Parrot Mountain property and working with the Foundation, to preserve as best it can, Mrs. Rilee's vision for the property. However, as you well know, Chehalem Park and Recreation District is a public body bound by statutory laws and fiscal restraints which impact just what it can and cannot do to meet the Foundation's criteria for selling the property. What follows is CPRD's Board's response to each of the criteria contained in your letter, stated in the order you presented them.

1. The transaction purchase price cannot be that "we pay the Foundation's debts." CPRD can only buy the property for a specific dollar amount for which it must budget. CPRD is prepared to pay the sum of \$270,000. It will be the Foundation's obligation to determine and pay their debts out of the purchase price and bear the responsibility if additional debts should later arise.

Further, it would help CPRD if the closing of the transaction was scheduled for July 7, 2014. By setting the closing date in July of 2014, CPRD will have the benefit of budgeting the purchase price over two fiscal years.

2. CPRD applauds the effort to establish a scholarship fund. I know from personal experience that the Oregon Community Foundation has a very efficient high school scholarship program which the Foundation could utilize for the distribution of its remaining assets. As I understand the issue, CPRD will have no responsibility in this regard.

**DELIVERY OF POSSESSION:**

The Owner shall deliver possession of the leased property on the day of the execution of this agreement. If for any reason Owner cannot so deliver possession at the commencement of the lease term, this lease shall not be void or voidable nor shall the Owner be liable to the Tenant for any loss or damage resulting therefrom but there shall be an abatement of rent for the period between the commencement of the lease term and the time when the possession is delivered by Owner.

**USE OF PREMISES:**

(a) The premises being leased consists of approximately 327 acres, plus or minus, of forest and pasture land, two residences and several outbuildings. Tenant's authorized uses of the lease premises shall include, and not be limited to, the following: 1) park, playground and recreational facilities; 2) camping and picnic facilities; 3) hiking and nature trail facilities; 4) horseback trail riding facilities, 5) corral, arena and other riding facilities; 6) agricultural barn and maintenance facilities, 7) commercial retreat and public event center facilities; 8) museum and interpretive center facilities; 9) sport facilities and 10) all infrastructure (including roads and vehicle parking lots) necessary and appropriate for the implementation of any and all of the above activities.

(b) Subject to the availability of tax revenue and Tenant determining, in its sole discretion, that the project is economically viable, Tenant shall use its best efforts to convert the small outbuilding by the farmhouse to a museum with artifacts provided by Owner.

(c) Tenant shall fence in an existing parking lot and "Burt's 80" portion of the premises with the choice of fencing material left to Tenant's sole discretion.

**UTILITIES:**

Tenant shall be solely responsible for and will promptly pay all charges for heat, water, gas, electricity, and any other utilities used or consumed in the leased premises. Owner shall not be liable for any interruption or failure in the supply of any utility to the leased premises.

**RESTRICTIONS ON USE OF PREMISES:**

The following restrictions shall apply to Tenant's use of the premises both during the term of this lease and Tenant's actual ownership of the premises should Tenant exercise its option to purchase the premises.

(a) These premises shall not be used for residential or commercial development.

(b) Except as may be reasonably prudent for purposes of settling quiet title suits, settlement of boundary disputes, public access and utility installations and reasonable boundary reconfigurations of the parcels, none of the lease premises shall be assigned or alienated by Tenant, and none of the lease premises, once acquired by Tenant, shall ever be sold, subdivided or transferred by Tenant to a third party without Owner's consent being first had and obtained.

**NOTICE:**

Any notice by Tenant to Owner must be served by certified or registered mail, postage prepaid, addressed to Owner at the address above given, or at such other address as Owner may designate by written notice. Any notice by Owner to Tenant must likewise be by certified or registered mail, postage prepaid, addressed to Tenant at the leased premises.

**RECORDING:**

A memorandum of this lease/option agreement between the parties shall be executed at closing and recorded in the Deed and Mortgage Records of Yamhill County, Oregon.

**CONSTRUING THIS LEASE:**

(a) The captions appearing in this lease are inserted only as a matter of convenience and in no way define, limit, construe, or describe the scope or intent of such sections of this lease nor in any way affect its meaning.

(b) If any terms, limits, or conditions of this lease or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of the lease, or its application to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby and each term, covenant, or condition of the lease shall be valid and in force to the fullest extent permitted by law.

(c) Nothing contained in this lease shall be deemed or construed by the parties or any third person to create the relationship of principal and agent, or of partnership, or of joint venture, or any association whatsoever between Owner and Tenant. Neither the method of computation of rent, nor any other provisions contained in the lease, nor any acts of the parties hereto shall be deemed to create any relationship between the Owner and Tenant other than the relationship of Owner and Tenant.

**DEFAULT COSTS:**

In the event this lease is in default, Tenant agrees to pay Owner<s> reasonable collection costs including, but not limited to, attorneys fees even though no suit or action is filed. In the event suit or action is filed to enforce any of the provisions hereof, the losing party agrees to pay the reasonable costs and attorneys fees of the prevailing party, including appeals, as fixed by the court.

**AUTHORITY TO EXECUTE LEASE OPTION:**

The signees of both Owner and Tenant hereinafter identified acknowledge and represent to one another that they have been authorized by the Board of Directors of their respective organizations whom they represent to execute this Lease on behalf of their organization.

///

IN WITNESS WHEREOF, Owner and Tenant have signed their names and affixed their seals the day and year which appear opposite their signatures.

Dated: 1-29-14

Dated: 1-24-14

**OWNER**  
CRYSTAL DAWN SMITH RILEE  
FOUNDATION

**TENANT**  
CHEHALEM PARK & RECREATION  
DISTRICT

By: *Kristi Pfarr*  
Kristi Pfarr, President

By: *Mike McBride*  
Mike McBride, President

Address:  
14808 SW Lowell Lane  
Sherwood, Oregon 97140

By: *Don Clements*  
Don Clements, Executive Director  
Address:  
125 South Elliott Road  
Newberg, Oregon 97132

STATE OF OREGON        )  
  ) ss.  
County of Yamhill        )

On the 29<sup>th</sup> day of January, 2014, personally appeared the above named Kristi Pfarr as President of THE CRYSTAL DAWN SMITH RILEE FOUNDATION.

STATE OF OREGON        )  
  ) ss.  
County of Yamhill        )

*Cheri C. Beckwith*  
Notary Public for Oregon

On the 24<sup>th</sup> day of January, 2014, personally appeared the above named Mike McBride, as President, and Don Clements, as Executive Director, of THE CHEHALEM PARK AND RECREATION DISTRICT.



*Janet L. Winder*  
Notary Public for Oregon

# Yamhill County

## DEPARTMENT OF PLANNING AND DEVELOPMENT

525 NE FOURTH STREET • McMINNVILLE, OREGON 97128

Phone: (503) 434-7516 • Fax: (503) 434-7544 • TTY: (800) 735-2900 • Internet Address: <http://www.co.yamhill.or.us/planning>

June 10, 2016

Chehalem Park and Recreation District  
Attn.: Jim McMaster  
125 S. Elliott Road  
Newberg, OR 97132

Re: Docket No. C-05-16/SDR-03-16, Tax Lots 3213-2300, 3224-100, 300, 900, 1100, 1101, 1200, 1300 and 1400

Dear Mr. McMaster:

In reference to your application for conditional use and site design review approval for a day use public park on approximately 325 acres, the planning staff has reviewed your application and finds that it complies with the requirements of the Yamhill County Zoning Ordinance. Your application has been approved with the following conditions:

1. The applicant shall post signs at the trailheads and parking areas with the contact information for the Chehalem Parks and Recreation District.
2. The well water shall be tested yearly and the results shall be submitted to the Yamhill County Health Department.
3. Prior to the use of the house or barn on Tax Lots 3224-100 or 1300 for gatherings, permits and inspections for change in occupancy to use the buildings shall be obtained from the Yamhill County Building Department.
4. Prior to the use of the house or barn for gatherings, any permits and inspections for upgrading the septic system shall be obtained from the Yamhill County Sanitation Department.
5. Prior to use of the park, a fence or other property line delineation acceptable to the owner of Tax Lot 3225-100, shall be erected along the property line between Tax Lot 3224-1400 and Tax Lot 3225-100.
6. On-site events are limited to 200 patrons. Off-street parking must be provided for these events. Mass gathering permits, approved by the Yamhill County Board of Commissioners, are not subject to this limitation.
7. The outdoor amplification of music or sound is not allowed. On-site events, and the indoor amplification of music or sound shall end by 10 p.m..
8. On-site events having either, indoor amplified music or sound, or scheduled to go past 9:00 p.m. shall have a CPRD staff person present during the event.

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9. Prior to use of the park or the house or barn for gatherings, the applicant shall have a fire control plan approved by the Newberg Rural Fire Department and a copy shall be submitted to the Yamhill County Planning Director.
10. Prior to issuance of a septic or building permit, the applicant shall sign an affidavit acknowledging the following declaratory statement and record it in the deed and mortgage records for Yamhill County:

"The subject property is located in an area designated by Yamhill County for agricultural uses. It is the county policy to protect agricultural operations from conflicting land uses in such designated areas. Accepted agricultural practices in this area may create inconveniences for the owners or occupants of this property. However, Yamhill County does not consider it the agricultural operator's responsibility to modify accepted practices to accommodate the owner or occupants of this property, with the exception of such operator's violation of State law."


11. Modification of any of the above conditions requires approval under Section 1202.05 of the Yamhill County Zoning Ordinance. Violation of any of the above conditions may result in revocation of the conditional use permit with the process detailed in Section 1202.07 and 1202.08 of the Yamhill County Zoning Ordinance.

This approval shall expire two years from the date of this letter unless the use has been initiated.

The Yamhill County Zoning Ordinance provides for appeal of any action or ruling of the Planning Director to the Board of Commissioners within fifteen (15) days of the decision on a proposed action. Anyone wishing to appeal the Director's decision must file an appeal form, together with a \$250.00 fee, with this department no later than 5:00 p.m., June 27, 2016. If no appeal is filed, the Director's decision will be final and this letter will serve as your official notice of approval of your application.

If you have any questions, please contact this office.

Sincerely,

  
Michael Brandt  
Planning Director

cc: Board of Commissioners  
Assessor  
Newberg Fire District  
Public Works  
Interested parties  
John Bridges, 515 E. First Street, Newberg, OR 97132  
SPOs

MB:kf

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BEFORE THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

FOR THE COUNTY OF YAMHILL

SITTING FOR THE TRANSACTION OF COUNTY BUSINESS

In the Matter of Upholding the Planning Director's )  
Approval of Planning Docket C-05-16/SDR-03-16; )  
Applicant Chehalem Park and Recreation District; ) Board Order 16-398  
Conditional Use and Site Design Review for a )  
Day Use Public Park )

THE BOARD OF COMMISSIONERS OF YAMHILL COUNTY, OREGON (the Board) sat for the transaction of county business on September 29, 2016, Commissioners Mary Starrett, Stan Primozych, and Allen Springer being present.

IT APPEARING TO THE BOARD as follows:

A. Chehalem Park and Recreation District applied to the county for a conditional use permit and for site design approval for a day use public park on a 325-acre site located at 10500, 10600, 10755, and 12075 NE Parrett Mountain Road, in Yamhill County;

B. The Planning Director approved the application, but the applicant was not satisfied with some of the conditions that the Planning Director imposed, mostly intended to limit potential impacts from events that the applicant proposes to hold at the site, and appealed the decision to the Board of Commissioners; and

C. Following a public hearing and open record period to allow for the submittal of additional written testimony and evidence, the Board voted unanimously to uphold the decision of the Planning Director, with the conditions modified as specified in the attached Exhibit A; NOW, THEREFORE

IT IS HEREBY ORDERED BY THE BOARD AS FOLLOWS:

Section 1. The Planning Director's decision to approve Docket C-05-16/SDR-03-16, applicant Chehalem Park and Recreation District, is hereby upheld, and the appeal filed by the applicant is denied.

Section 2. The findings and conditions attached as Exhibit A, and incorporated herein by reference, are hereby adopted in support of this Order.

//

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DONE this 29<sup>th</sup> day of September, 2016 at McMinnville, Oregon.

ATTEST:

YAMHILL COUNTY BOARD OF COMMISSIONERS

The seal of the Yamhill County Board of Commissioners is circular, featuring a central figure and the text "YAMHILL COUNTY BOARD OF COMMISSIONERS" and "STATE OF OREGON".

BRIAN VAN BERGEN  
County Clerk

Chair


MARY STARRETT

By: Deputy Licy Flores Mendez  
Commissioner

STAN BLOZICH

FORM APPROVED BY:  
Commissioner

Allen Springer  
ALLEN SPRINGER

  
Timothy S. Sadlo  
Senior Assistant County Counsel

Accepted by Yamhill County  
Board of Commissioners on  
9-29-16 by Board Order  
# 16-398

Board Order 16-398  
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April 28, 2007

Schedule update to the Parrett Mountain Museum and Living History Farm Foundation Board.

In the report of March 3, 2007 a schedule for accomplishment of a phase one effort was presented to the BOD. Following is an update of completed efforts from that timeline and an adjustment to some of the given dates:

**Phase one....** (see attached March 3 report outlining the scope and approximated development costs for each phase)

- March 3, 2007... BOD review and acceptance of the program, development plan and authorization to proceed with the first phase of development. Completed
- March 8, 2007.... review of the proposed concept plan and schedule with county and state agencies for any required processes that may be required as planning and development proceeds. Completed (no state review required)  
*(note: the Yamhill county planning director directed that a conditional use will be required to allow a "Living History Museum" .the most appropriate designated use, to be applied to the farm site. A Conditional Use Application was prepared and submitted on April 25<sup>th</sup>. Processing will require approximately six weeks)*
- April 28<sup>th</sup>, 2007.... Initiation of development studies including development of a Capital and Operational Budget plan of Phase One. Initiation of renovation analysis and documents for the existing farm house with a goal of farm house construction start by July 1, 2007.
- June 5, 2007.... Initiation of planning for and development of a long term educational program. *\* Summer 2008 start +*
- June 15, 2007.... BOD review and approval of the Phase one Capital and Operational Budget plan and review of the master plan studies, to date.
- Sept. 15, 2007.... Complete a final master plan for all phases and a final plan for the Phase One program, complete the educational program. Review with the BOD and upon approval initiate final design and documentation for physical development of Phase One. *← Study model display*
- Oct. 1, 2007.... Initiation of the development of a "Contributed Earned Income Plan" (the CEIP). *Plan for "Funding", who will provide.*

*Sept 15 to Jan 15  
\* 2008  
1/15/08*

16 months  
- construction -

- January 15/+, 2008.... Complete documentation and initiate bidding and construction of the physical development components of Phase One after approval by the BOD.
- January 15, 2008.... Complete the CEIP and initiate the plan.
- Summer, 2008.... Completion of Phase One of the development plan and initiate Phase One programs.

**Phase Two....** Upon completion of the Phase One program and initiation of its activities the BOD shall review the programs status , to date, and determine a date for the continuation of planning and development of Phase Two. (see the attached March 3 report for clarification).

Report to the Parrett Mountain Museum and Living History Farm  
Foundation Board. March 3, 2007

Following is a proposed outline of a five year developmental program through the base year 2012 that is based upon the April 25, 2006 report "An Educational Program for the Parrett Mountain Museum and Living History Farm" and the subsequent "Management and Operating Estimates" report by the design collaborative studio and AMS Planning consultants.

This Management and Operating Estimates and the following outline have expanded the April 25 report with the addition of additional facilities (a barn type structure to house the museum collection, administrative offices and functions, public restroom facilities and storage to be located in the historic farm area and a system of equestrian trails and their support system) and an elaboration of visitor activity functions oriented to increase income flow .

**This** proposed program has five elements of experience/educational opportunities (see Mission Statement) and two social and visitor income generating programs.

To accommodate these programs there are five capital programs:

1. Historic farm site planning and development (related to both the cultural and natural history experiences).

There are three components:

- Master planning and development of the site including new entry, parking, general movement/assembly areas, gardens, removal and or restoration of outbuildings, planning installation of water system and waste system, and landscaping. (may be developed in conjunction with restoration of the farm house).
- Planning and restoration of the existing farm house.

- Planning and construction of a Barn type structure that would house the collections, administrative offices/functions, storage and restrooms.
2. Interpretive Center site planning and development (related to all the learning experiences).

There are three components:

- Master planning and development of the site including parking, development of trail heads, water and utility systems, landscaping.
  - Planning and construction of the Interpretive/activity shelter, restroom facilities and infrastructure.
  - Planning and construction of the amphitheater and its connections to the shelter.
3. Educational Park System planning and development.

There are three components:

- Planning, phasing and development of the first phase of the trail system and educational components.
  - Development of the woods/eastern trail experiences program.
  - Development of the fields/agriculture western/southern trail and fields experiences.
4. Equestrian Trail system planning and phasing and implementation of its first phase of approximately 4 miles of trail.
  5. Farm Store..... planning and development of a farm store, its parking and utility infrastructure related to the overall master plan for the Parrett Mt. complex.

The Parrett Mountain Master Planning study's Management and Operating Projections propose a five year development program with the first operational program beginning in early summer of 2010 and a fully operational program beginning the spring/summer of 2012.

To accommodate this schedule a three phase program is proposed to have the physical, educational and budget/funding process components in place by July of 2010.

**Phase One..** It is suggested that phase one priorities would be component one (1) the "Historic farm site planning and development" in conjunction with the first phase of component four (4) the equestrian trails and

infrastructure. With BOD approval, development of this phase would be initiated by May 8, 2007 and completed in August of 2008.

An estimated (2007) cost for this phase is \$1,505,000 inclusive of contingency and owners development costs. (a construction start beyond July 2007 could create additional inflation costs) Estimated costs are based on the diagrams prepared for the April 2006 report and will be verified as the design proceeds. A final design may require adjustment to either the program scope or cost of the program to stay within budget. The proposed program has not been reviewed with county agencies which may have impact on development start times and costs.

Following is a first draft timeline for Phase one.

- March 3, 2007... Foundation BOD review and acceptance of the program, development plan and authorization to proceed with the first phase of development.
- March 8, 2007... review of the proposed concept plan and schedule with county and state agencies for any required processes that may be required as planning and development proceeds.
- March 13, 2007...Initiation of development studies and documentation of Phase one.
- March 15, 2007.. Initiation of the development of the Capital Budget Plan for the program.
- April 30, 2007.. BOD review and approval of the Capital Budget.
- May 8, 2007...Initiation of planning for and development of the long term educational program.
- June 25, 2007.. Initiate farm house and site construction effort (note: it may be possible to begin renovation of the farm house before this date depending on permit issues and contractor availability).
- Oct. 1,2007..Initiation of the development of the "Contributed Earned Income Plan" (the "CEIP")
- Jan. 7, 2008... Completion of the "CEIP" and start of fundraising for the program.
- Sept. 1, 2008... completion of the First Phase physical development program.

**Phase Two..** Upon the completion of the first phase of the development program and upon review and approval of the program, to date, by the Foundation BOD a finalized Phase Two development plan and updated Capital Budget Plan will be prepared and presented to the BOD for approval on or about Oct. 1, 2008.



The composition of a Phase Two may be adjusted based on discoveries during Phase One and an updated Capital Budget but for the purpose of planning it is suggested that a Phase Two would initiate and complete the Second Component (the Interpretive Center and related site development), the Third Component (the Educational Park System) and a second phase of the Forth Component (an additional 4 miles of the equestrian trail and infrastructure system) will be initiated.

An *estimated* March 2009 construction cost for Phase Two is \$1.4M (adjusted for inflation @ .10%/year). These estimated costs will be verified and presented with an updated Capital Budget Plan.

In parallel with the Phase Two facilities planning and development will be the completion of the long term educational program as well as the intended start up programs (both educational and visitor activity programs) for the initial June 2010 opening.

A goal for the start of planning is Oct., 2008 with a construction start of March, 2009 and completion in the spring of 2010 in preparation for a June 2010 opening.

**Phase Three..** The final phase of development will complete the full program including the balance of the Equestrian trail system and any outstanding components of the Educational Park system in anticipation of a full base program in place by the spring of 2012.

It is assumed that the educational program, visitor activities and services and the funding processes will also be in place and fully functioning by this date.

Costs incurred for this phase are unknown at this time and it is assumed that the BOD will be informed with an updated Capital Budget Plan at the completion of Phase Two mid year of 2010.

Following is a cost review.. based on current (2007) construction costs for the entire three phase program. While total costs for the program are shown it must be noted that inflation (assumed a current 10% a year) will increase these numbers as the program continues (as noted in the previous brief of all of the phases and processes). Some cost assumptions are made as to a water and waste system that need to be verified when the systems are actually designed.

A budget for Phase One would be Program one and the part of three which includes some of the equestrian trail improvement. All inclusive about \$1,505,000. Program two and three can continue in future phases.

1. **Program One..** Historic farm... includes updating and renovation of the farmhouse (as discussed), removal of some of the sheds and restoration of the Bob's shop, addition of a barn (museum/admin. /storage), site work (new entry road, parking, restoration, replanting, trail heads leading to the other program experiences), infrastructure package (water system that would accommodate program one as well as the orientation pavilion), waste disposal system for toilet facilities of this program..  
\$1,040,000
2. **Program Two..** orientation pavilion... includes a shelter containing an orientation program, restroom facilities(including waste disposal system for toilet facilities in this program), parking, paved areas, amphitheater, trailheads leading to the other program experiences, infrastructure, connection to the water system, related landscaping  
\$401,620
3. **Program Three..** Agricultural/eco/equestrian system experience... includes experimental gardens, trails, shelters (parking, restroom facilities and water system included in programs above)  
\$284,000

Const. development costs... all phases @ est.2007 costs **\$1,725,620**

contingency (unknowns, etc. @ 15%)	\$ 259,843
owners developmental costs (admin costs during planning and const. legal, accounting, permits, surveys, design/engineering costs, etc. est. @ 20%	\$397,100

**total development costs... all phases. \$ 2,382,562**

Land Use Application  
Parrett Mountain Living History Farm and Museum

**Item 2**

**Justification of how the application complies with the approval criteria**

The Crystal Dawn Smith Rilee Foundation (CDSR Foundation) was established in 2003 to preserve and protect a 418 acre 150 year old family farm in an area of rapidly developing urban growth. *The mission of the Foundation is to provide an educational and historical experience to the public by preserving the working farm and enhancing its educational capabilities.*

The farm is located on the east edge of Yamhill County on the east and south slopes of Parrett Mountain approximately ¾ of a mile south of its summit. Parrett Mountain Rd. borders or bisects the farm for much of its one mile length. Approximately 55% of the farm is or has been under cultivation or in orchards. The remaining 45% is wooded or contains the farms house area and storage and implement buildings plus a second residence.

The proposed program as described in the attached materials will *"Provide a place and the opportunity for all people to experience and learn about, through innovative educational programs, the sustainable relationship between the land and its inhabitants over time"*. While many experiences will be outdoors the program envisions restoration of the farm house, construction of a structure for orientation and to display historic farm implements and memorabilia and a second interpretive shelter and an amphitheater in a natural grassy bowl.

The intent is for all program elements, whether buildings, trail ways or parking to reflect the natural historic character of the farm and to be as self sufficient and sustainable as possible. This can be a place for education, relaxation or participating in a harvest festival and a place for reflection of how our land was inhabited by the original indigenous peoples and our forefathers.

As noted under the County's Conditional Use Criteria (Section 1202.01)... *"The purpose of a conditional use is to provide for those uses which possess unique and special characteristics making impractical their inclusion as outright permitted uses in the underlying zoning district. Such uses shall not be incompatible with the type of uses permitted in surrounding area"...* Six general criteria are given:

- A. The use is listed as a conditional use in the underlying zoning district:

The Yamhill County Zoning Ordinance allows, under Conditional Uses Section 402.04.S a "**living History Museum**" as defined in Oregon Administrative Rules 660-033-130(21). Item 21 of the Oregon State Code defines a "Living History Museum":

(1) "*as a facility designed to depict and interpret everyday life and culture of some specific historic period*".

**The CDSR Foundation proposes to "depict and interpret" the life and culture of the Parrett Mountain Historic Farm from approximately 1850 until the turn of the 20<sup>th</sup> Century.**

(2) the code continues with... "*presenting "authentic buildings, tools, equipment and people to simulate past activities and events"*."

**The Historic Farm and Museum will not only retain and renovate the existing farm house but will construct a barn/orientation/museum center presenting the Parrett Farms history and many farm implements reflective of that history. This new structure will "metaphorically" reflect a structure of that historic period. In addition an Interpretive center will be built (also reflecting the historic period of the farm) that will introduce the visitor to the Farms history and be the trail head to the, approximately 5/10 miles of trails and exhibits throughout the Farm.**

(3) and a third requirement notes... "as a rule a living history museum shall be related to resource based activities and shall be owned and operated by a governmental agency or a local historical society".

**The CDSR Foundation is a private "non-profit" IRC 501(c) (3) corporation formed in Oct. 2005 and registered with the State of Oregon for the purpose of developing, owning, and operating "The Parrett Mountain Museum and Living History Farm". While neither a governmental agency nor a local historical society the purpose and objectives of the Foundation, as stated in its bylaws, is to, in part:**

**"provide both an educational and historical outlet to the general public by preserving a turn of the century Oregon farm and at the**

same time preserving history in an area that is being developed with urban growth. The foundation will provide the opportunity and location for persons to visit a working farm through exhibits, demonstrations, tours, agriculture, forestry and the creation of an historical museum, etc.

The proponents of this request believe that the State Law offers variance to the requirement for a Living History Museum to be owned and operated by a governmental agency or a local historical society by noting.. "AS A RULE" a living history, etc. While, as noted, the Foundation is neither a governmental agency nor historical society its purpose and program will meet all other criteria. In addition its Board of Directors will be comprised of specialists in museums, interpretive centers/operations as well as citizens of the Newberg/Yamhill area. The development of the Farm's program has been accomplished by specialists in the field of museums, planning and environmental programs with input from educators, agriculturalists, etc. The Foundation believes that this program responds to the States definition and criteria of a "Living History Museum".

- B. *The use is consistent with those goals and policies of the Comprehensive Plan which apply to the proposed use.*

As stated in the Yamhill County Comprehensive Plan "B Rural Area Development":

**\*SUMMARY**

Expansion of urban development into rural areas is a matter of public concern because of the unnecessary increase in costs of community services, conflicts between farm and urban activities, and the loss of open space and natural beauty around urban centers occurring as a result of such expansion."

"Recognizing the potential problems and conflicts arising from development in the rural area, major concerns connected with any rural area development proposal are its location, nature and scale".

"Encroachment of urban development into rural areas threatens to remove valuable farm lands from needed agricultural uses".

**GOAL STATEMENT**

1. "To provide an adequate amount of land, development areas and sites to accommodate those uses which are customarily found in rural areas or require or are better suited to rural locations, without compromising the basic goal relating to urban containment and orderly urban development".

The Foundation proposes that by retaining the historic farm and developing its proposed program it will respond in full to the concerns expressed by the encroachment of urban development and will

minimize county impacts regarding costs and conflicts between farm and urban activities.

- *C. The parcel is suitable for the proposed use considering its size, shape, location, topography, existence of improvements and natural features:*

The Parrett Mountain Farm, as noted previously, contains 418 acres of contiguous land containing both fields and wooded areas. Its location, atop Parrett Mountain offers wonderful views, a rolling topography and a plethora of natural features. It is served by Old Parrett Mountain Road which connects to highway 99W and has adequate "on site" water to provide for the anticipated program. Waste and grey waters will be disposed of on site utilizing ecological methods.

- *D. The proposed use will not alter the character of the surrounding area in a manner which substantially limits, impairs or prevents the use of surrounding properties for the permitted uses listed in the underlying zoning district:*

The proposed uses will not alter the character of the surrounding area and will in fact will reinforce and enhance their existing and future uses by retaining the existing rural character of the mountain.

- *E. The proposed use is appropriate, considering the adequacy of public facilities and services existing or planned for the area affected by the use:*

The proposed program is appropriate as it will minimally call on the use of the County's public facilities. The existing Parrett Mountain Road is adequate for the program and the facilities will be developed in adherence to all state and local codes and life safety considerations.

- *F. The use is or can be made compatible with existing uses and other allowable uses in the area:*

See the above response.

Jan. 31, 2009

Dear members of the CDSRF,

Re: 2008-2009 budget and expenses, Goals, report for the Paret Mountain Equestrian Park

The purpose of this board was to establish planning, oversight, recommendations, and to implement them into the member only horse trail system. Goals were set, a budget was issued and the work began. 2008 was a busy year for the equestrian board members, as we all jumped in with all four hooves.

I have put together a report of the 2008' goals and budget that was part of the outline plan. I also included 2009's goals and budget so that we may plan a calendar of events and other business needs the foundation and the equestrian park to follow will require. This report is not set in stone, as it will need to be approved by both the foundation and the equestrian advisory board. I'd like to commend my fellow equestrian's board members, Danna Kemp and Kim Johnson Liz Rhodes for a very success full 2008" year and completion of phase I. Thank you for your dedication and hard work.

Sincerely,

Kathryn Behrens

Equestrian Advisory Board Member

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## 2008 goals set up for the Phase I of the Parrett Mountain Equestrian Park

Develop a program that should include but not limited to the following:

1. Use of Trails
2. Work need to be done to trails
3. Naming a trail program
4. Entry and Exit Points
5. A trailer in Point... What is needed and location of said Point
6. establish Membership rules, regulations, etiquette, wavier, criteria for joining
7. Membership application and fees i.e. single membership/Family membership
8. Name a project
9. Maintenance required
10. Recommendation and schedule for work to start and opening date
11. Trails rules
12. Membership to sponsor one education program a year
13. Any membership function required – such as a fundraiser sponsored by them
14. How and where do we get members-advertising, word of mouth, flyers?
15. Is Membership tax deductible-yes 75%of their membership is
16. Insurance
17. Can we get it open this year?

Goals.....1,2,3,4,5,6,7,9,10,11,12,14,16,17, These goals were accomplished and set in motion. Goals...8, 13, I'm not sure about, Maybe Liz and or Danna or Kim might know the progress of these goals.



2008' Budget for Phase I Start up Costs

A Budget of 50,000 was assigned for the development of Phase I. The budget excludes the surveying and fencing of the perimeter of the property. The maintenance cost per year has been estimated \$5000.00 per year after the initial expenses.

Expenses to date 2007-2008

1. Consultants	\$5,899.00	2007	
2. Trailer In area-Driveway	\$18,897.00		
3. Trucking Costs	\$5880.00	2008	
4. Hog Fuel, Hazelnuts	\$5,100.00	2007 and 2008	
5. Trail Cleaning	\$8,000.00	2007	
6. Spreading of Hog Fuel	\$3,800.00	2008	
7. Chipper	\$12,000.00	2007	
8. Manure Spreader	\$5,200.00	2008	
9. Gate opener	\$1,500.00	2007	
10. Gates	\$3,500.00	2007	
11. Electrical	\$3,300.00	2008	
12. Permits	\$125.00	2007	
13. Signage	\$180.00	2008	
14. Key Equipment	\$17,200.00	(Integrated Systems-Financed 36 Months 571.25 per month)	
15. Cocktail Party	\$850.00	2007	
16. PGE	\$2424.17	2007 To Drop in Service	
17. Advertising	\$1089.00	2007 and 2008 (?)	
18. Insurance	\$1592.12	2008 With \$500.00 Deductible	
19. Utilities to Date	\$174.58	(12.47 per month per gate) Cabin	53.90

Total: \$100,332.49

\$100,332.49  
 - 50,000.00  
 = -50,332.49

Items on the list above (1,2,3,4,5,6,7,8,9,10,12,13,15,16) are one time expenses that will not have to be carried over into 2009 budget. If you have any questions on these expenses please contact Liz Rhodes.

March 19, 2009  
(Revision date of budget)

2009 Year Budget for Phase I

Parrett Mountain Equestrian Park

Although I believe Phase I is complete, 2008 budget was in the red by \$50,332.49. This amount will be carried into 2009 budget but not the working budget. We will continue to pay off our debts and bring in more revenue for the Equestrian Park.

- |   |  |
|---|--|
| 1. Insurance                                | \$1592.12 (may look into finding cheaper insurance)            |
| 2. Utilities                                | Gates: (2&3) $\$12.24 \times 2 = (24.48) \times 12 = \$294.00$ |
| 3. Key Equipment                            | \$571.25 (monthly expense) (\$9000.00) owing on account        |
| 4. Postage,<br>Printing,<br>Office supplies | if any are need Kathy Behrens will donate                      |

2009 working budget for phase 1 \$10,886.12

This is an amended budget from the equestrian meeting of 4/8/09. This budget was discussed and all equestrian advisory board members approved the amendment.

Fundraiser expenses, Educational program, and the name a trail program will have no working budget, due to current financial debts. Unit said debts are paid we will operate on a volunteer bases for any duties required of these programs.

## 2009 Goals for the Parrett Mountain Equestrian Park

I am putting together some goals for the Equestrian Board and Park; these goals are meant to be adaptable to fit into our 2009 budget. As we get into 2009 we hope to see these changes happen with the park and grow as a profitable adventure.

### Goals:

1. Name a trail program
  - Keep up on maintenance
  - Increase advertising/Word of mouth
2. Increase memberships
  - Incentive program for members to bring in new members
  - Increase of advertising in a certain marketable area (vet clinics, equestrian magazines, corporate sponsorship program, etc.)
3. Fundraising
  - Exceed 2008 donations made of \$18,000
  - Host two fundraisers at least in 2009 to raise money and insatiate new members
    - Sheriff Posse Poker Run
    - Raffle Membership or name a trail
    - Family Cookbook of Parrot Mountain recipes
4. Educational Programs
  - We need 4 programs per year, one a quarter. On a volunteer basis.
  - Hosting field trips and other group activities
  - Increase volunteer members
5. Corporate sponsorship
  - Getting corporations to sponsor a ride
  - Having them rent the farm house for a event, ie: company picnic
  - Educational program

I would like to also suggest we look at adding one or two more people to the advisory board. This will have to be talked about and presented to the foundation board. All of these suggestions are just that suggestions. There are lots of opportunities out there and the more helpers the better. Please feel free to add any goals you might think would apply, all suggestions are welcome.

## The Parrett Mountain Equestrian Park

The dappled sunlight shines through ancient trees as you surround yourself with the peace and tranquility of this special place. You can ride over miles of nature trails dedicated solely to equestrian fans and the animals they love.

These trails, made possible by the Crystal Dawn Smith Foundation, were designed with the mission of maintaining their natural state while providing a park like setting and education experiences. They are only 45 minutes from downtown Portland Oregon but past generations away from the noise and pressures of 21<sup>st</sup> century life. A quiet place to rejuvenate and reflect as you ride through old growth forests much like the early settlers of the area.

Part of the development of these trails includes educational programs and seminars. We are in the planning stages of building picnic areas, great trails, a location to trailer in your horse and much more. The Crystal Dawn Smith Rilee Foundation is making sure that the program is a wonderful opportunity for all those who wish to join. There is a limited membership offering for the first year of 100. Anyone who joins in the year of 2007 will be guaranteed the same membership fee as long as they continue to pay their annual fees.

The project is divided into several Phases with the final phase being the expansion of the trails on 157 acres east of Parrett Mountain Road. The trails for this year will all be located west of Parrett Mountain Road on approx. 258 acres. You will be allowed to ride designated trails that travel around the perimeter of all the fields as well as the trails that criss cross across the property.

There will be 3 access gates located on the North and South ends and also in the middle at the "Old Cabin". Every member will be given a Proximity ID Card (Photo ID), which will open the gates for that member only. We will be able to know when someone goes into the trails and when they leave. This is for the safety of our riders. We anticipate being open for riding by the 1<sup>st</sup> of September. If anyone would like more information, please call me, I will be glad to talk with you or arrange for you to be given a guided tour. The Parrett Mountain Equestrian Park is helping support the Crystal Dawn Smith Rilee Foundation, a non-profit organization, which is sponsoring the Parrett Mountain Farm. You may take a tax deduction of 76% of your membership fees as it is considered a donation to the Foundation. You will be part of helping the Foundation fulfill its mission.

We hope to see you on the trails!!!, thank you.

Elizabeth Rhode ph. 503-929-0393 earhode1@aol.com

**The Parrett Mountain Equestrian Park  
Rules and Regulations  
Park Open Dawn to Dusk**

**READ THIS AGREEMENT CAREFULLY BEFORE SIGNING IT. YOUR SIGNATURE INDICATES YOU UNDERSTAND THE RULES AND AGREE TO THE TERMS.**

**All members are required to pay the appropriate member fees, read and sign the release and agreement.**

1. Members are responsible for their guests and their horses. All guests must follow the Park rules and sign a waiver prior to riding in the Park.
2. Always display your Equestrian Park membership ID badge prominently while using the Park. You will not be permitted to use the Park without your badge.
3. Do not loan or allow non-members use of membership badge.
4. No yelling or use of offensive language towards other members or adjoining landowners.
5. Helmets required for anyone 18 or under (regardless of riding style).
6. Only ride on the marked trails and marked edges of the fields. **DO NOT RIDE IN THE FIELDS.**
7. No unattended or loose horses.
8. Yield to any pedestrians or farm equipment.
9. No smoking anywhere on the property.
10. No alcoholic beverages in the park.
11. No weapons or firearms allowed in the park.
12. No overnight camping, open flames or campfires.
13. No motorized vehicles allowed on the trails.
14. Drive and park on designated areas only.
15. Leave no vehicles unlocked – property is your responsibility.
16. No dogs allowed in the Park.
17. Please clean up after yourselves and your horse.
18. Please immediately report any infractions of these rules by fellow members or guests, trail problems, suspicious behavior to the Foundation 503-625-6821.
19. Required to volunteer in one of the 2 Park clean up days per year, dates to be determined and announced by the Equestrian Board.
20. Return Park membership ID badge (s) upon ending membership or termination.
21. All replacement ID badges will cost an additional \$15.00.

**I \_\_\_\_\_ have read and understood the rules and regulations of The Parrett Mountain Equestrian Park. I also understand that if I violated the rules and regulations ONE TIME my membership will be revoked, membership will be prorated and returned and I will not be eligible to reapply for the park membership. CDSRF and PMP have the right to refuse membership at their discretion.**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**The Parrett Mountain Equestrian Park**  
**2007 MEMBERSHIP & USE APPLICATION**  
*Complete and return to the Equestrian Park Office*

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Parent/Guardian name if under age 18: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Wk #: \_\_\_\_\_  
 Email: \_\_\_\_\_ DOB: \_\_\_\_\_  
 Emergency Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 Vehicle make and model: \_\_\_\_\_  
 Drivers License # and State Issued: \_\_\_\_\_

**ANNUAL MEMBERSHIP**

<u>Membership Type</u>	<u>Cost</u>
<input type="radio"/> Individual	\$600.00
<input type="radio"/> Family *	\$1000.00
<input type="radio"/> Guest Day Passes **	\$50.00 each

\*A Family membership includes a total of two or more immediate members (husband, wife, children) of the same family.

\*\*Each individual or family membership may purchase up to 5 Guest Day passes per year.

**PAYMENT METHOD:**

Check      Or      Cash

*(Please make checks payable to The Crystal Dawn Smith Rilee Foundation)*

Help ensure the future of The Crystal Dawn Smith Rilee Foundation with a tax donation in the amount of:				
\$100	\$250	\$500	\$1000	\$5000
Other: \$ _____				



**Newberg Noon Rotary Club Foundation  
Crystal Dawn Smith Rilee Scholarship  
\$2,000 Scholarship**

**Due the first Monday in April to your high school Scholarship Representative**

**History:** Crystal Dawn Smith Rilee was the last member of the Parrett family to be born and raised on Parrett Mountain. At a young age Crystal developed an understanding of the hardships required to carve a living from the land. At the same time, she developed a passion for family history and a fascination with how her family had helped shape the land and how the land had shaped their lives in return.

Leaving Parrett Mountain to pursue a career in government service during World War II, she met and married a Navy man, Robert Rilee. Together they returned to Parrett Mountain in 1953. As the decades passed and Portland's suburban development reached the mountain, Crystal and Bob became deeply concerned about the future of her family's land. Their most fervent wish was that the remaining 368 acres of land, history and traditions be preserved.

Upon their death, the land became a part of Chehalem Park and Recreation District to be preserved for the people of our area for generations to come. Her wish was that farming and its rich traditions be furthered by a scholarship to be presented to young students in our area. This is the *Crystal Dawn Smith Rilee Scholarship* now being conferred.

**Eligibility:** The Crystal Dawn Smith Rilee Scholarship shall be awarded to a Newberg or St. Paul High School senior who:

- Plans to pursue a college/university course of study
- Preference will be given to students planning a career in the agriculture industry/agri-business or related field
- Attains a cumulative GPA of 3.25 or above
- Demonstrates excellent citizenship and respect for others
- Scholarship applicants who are finalists must be available to participate in an interview

**Required Materials:**

- All applications and Letters of Recommendation must be submitted no later than the first Monday of April to your Newberg or St. Paul High School Scholarship Representative
- Only complete applications will be considered
- Two confidential Letters of Recommendation with at least one from a high school staff member
- A one-paged typed (double-spaced) essay that describes
  - the vocation/career you plan to pursue
  - your short and long term goals, and how education will help you achieve these goals,
  - your plans for attaining these goals, including, if applicable, activities in and out of the school, and highlighting your experience and goals with regard to agriculture or agri-business,
  - how your vocation will help you make a positive difference in the world
- A second one-paged typed (double-spaced) essay that describes:
  - your service to others both in school and in the community,
  - your work experience (both paid and volunteer), and
  - anything else you would like the committee to consider.
- A copy of the applicant's high school transcript

All applicants for the Crystal Dawn Smith Rilee Scholarship are encouraged to apply for either the Rotary College/University Scholarship, or Rotary Community College/Vocational Scholarship as well. In those essays, highlight your activities that involve agriculture or agri-business as well as community service (Note: A student can be awarded only one scholarship.)

Scholarship funds will be mailed directly to your school's financial office for tuition. Scholarship winner(s) will be notified by mail with a form requesting information regarding your student number and the address of your college finance office. (The committee reserves the right to alter the amount of the award.)

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# **“As Eye See It”**

## **Art Installation Proposal For Parrett Mountain Farm**

By Jim Talt

### **Introduction**

This document is a proposal for the creation and installation of an environmental artwork on Parrett Mountain Farm, Yamhill County, Oregon. The proposal includes a site map, approximate artistic renderings to aid in evaluation, a description of the installation elements, and four examples of other art by Jim Talt. The work will be created and installed prior to Sept 11, 2009.

### **Abstract**

A forest is its own artwork for anyone willing to see the composition. The goal of “As Eye See it” is to bring the casual observer to an awareness of the natural artistic composition and beauty found in the Parrett Mountain forest.

Manmade abstract elements that punctuate natural forest composition will be added to (5) specific forest settings. These added elements will focus the visitor’s attention creating environmental vignettes for their consideration.

“As Eye See It” should be viewed as a single work comprised of five compositional elements painted on nature’s canvas.

### **Summary Description**

Forest composition Focus Elements will be installed at five different off-road forest locations along the walking loop. Footprints in 16” concrete squares set in the ground along the road will identify the observation point or ‘Portal’ for each natural composition. The Portals will be painted to match the color of their corresponding abstract Focus Element. The observer stands at the Portal, visually seeking the Focus Element and thereby becomes a participant in discovering the natural beauty resident in the forest.

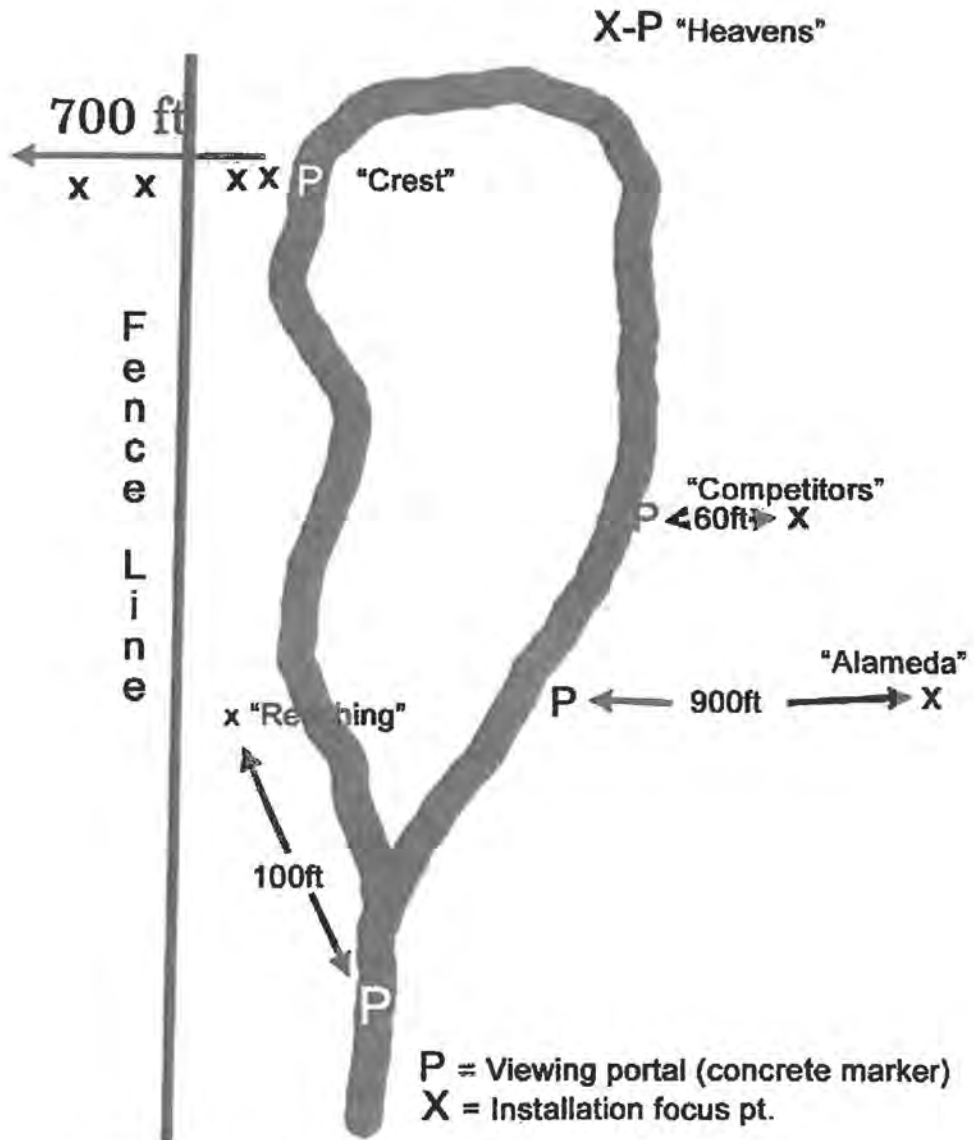
Forest Vignette Elements:

1. Alameda Grande
2. Competitors
3. Heavens
4. Crest
5. Reaching



Site Installation Map

North



Jim Talt Installation map. Locations are approximate

**“Alameda Grande”**

The participant will visually search close at hand and then increasingly distant seeking the Focus Element. Their eyes travel the long avenue of dappled shadows and tall trees. Through the forest and far across the ravine a distant yellow eye peers back from a 120 ft tall forest giant. The eye asks us to look again at what we might have missed. This journey is more important than the destination.



Approx 900 ft distant

“Alameda Grande”

### **"Competitors"**

White paint applied to deadwood branches emphasizes the multi-layered patterns and competitive interaction of the trees as they struggle to establish their forest domain and propagate for future generations.



**"Competitors"**

### **"Heavens"**

A gently sloping path leads visitors inside the octagon Portal made of 4"x4" Redwood spars. Why are we here? What is the purpose? Then they notice geometric patterns on the spar posts leading the eyes upward to the octagon opening the underside of which bears the words:

**" We Should Look To The Heavens More Often".**

Framed by the Portal is the kaleidoscope pattern of trees and sky along with the reminder that most of us are preoccupied with our eyelevel world.



**"Heavens"**

## Thank You

Thank you for taking the time to read this proposal and for considering my art.

The Parrett Mtn Historical Preserve accepted this proposal in June 2009.

Installation will commence in mid August 2009 and is expected to take several weeks. (I'm still trying to figure out how to paint all those high deadwood branches ☺ !!)

Sincerely

*Jim Talt*



Represented by Hidden Treasures Gallery, McMinnville, OR

Please contact Hidden Treasures for purchase inquiries



Currently Showing:

June 25, 26, 27, 2010  
Lake Oswego Art Festival  
Juried Show: "Luminous Layers"

Sept 19, 2009 installation opening  
"As Eye See It"  
One million cubic meter environmental art installation  
Parrett Mountain Farm Historical Preserve, Newberg, OR  
("As Eye See It" juried proposal 1.7meu PDF)

Aug 28-Sept 17, 2009  
"Nest"  
Kathrin Cawein Gallery , Pacific University, Forest Grove OR

April 2-28, 2009: CANCELLED  
Pdx International Encaustic Artists Group Show  
Urban Wineworks, Portland, OR  
and  
Bishop Creek Cellars, Newberg, OR: CANCELLED

[http://jimtalt.com/Pages/currently\\_showing.htm](http://jimtalt.com/Pages/currently_showing.htm)

6/23/2010



## About

Jim Talt and his wife Helen live in Newberg Oregon where, as he says, "people still stop for pedestrians". A life long artist and recently retired hi-tech manager, Mr. Talt works in various 2D, 3D, and digital mediums and is a member of International Encaustic Artists and the Pacific Northwest Sculptors guild.

***"Thank you for visiting and viewing my art."***

"The artistic creative process is a rewarding experience. If you find something in any of my art that gives you pause to reflect, then the art succeeded in some small way and I am further rewarded."



**Contact** Jim Talt with your questions or comments at: [jim@jimtalt.com](mailto:jim@jimtalt.com)

Name	Date	Comment
Erlin McCarthy	7/15/2023	"I ride at this park with my friends occasionally and it's such an incredible resource in the community. It's a shame that it is being used in a way that is negatively impacting horseback riders like myself"
Bonnie Saikkonen	7/15/2023	"I was thrilled when the park was opened to the public and rode my horses there often. The East side was my favorite area to ride. It was less strenuous for my older horses and more peaceful. I was extremely disappointed when equestrians were restricted from riding that side! Bob and Crystal Riley bequeathed this park for the use of equestrians and hikers. The park's natural beauty was never intended to be available to massive groups of bicyclists rushing through the land destroying the paths meant for others to destroy!! I live in Newberg and adamantly oppose the use of this gift to equestrians being redirected to the exclusive use of destructive mass cycling events! Please return this to a nature park rather than a competition venue."
Shari Trujillo	7/15/2023	"The park was designated for horses not bicycles who for the most part have no respect for horseback riding or care about the dangers of their actions when sharing the trails"
Laila McKune	7/16/2023	"I want to see the park remain horse focused."
patricia lhota	7/17/2023	"Save. The earth and it metaphysical properties" "I used to live just down the road from the park. I knew Bob and Crystal Rilee well. But mostly because I have a friend who was in the hospital weeks because a bicyclist jumped out in front of her horse causing him to rear up and fall over on top of her. From all accounts, the guy didn't care, and actually made snarky remarks. Nothing to hold him liable either. This park was Crystal's dream for horses and all things agricultural. A tranquil place to relax, enjoy nature and take it all in at a slow pace. This is no place for the fast pace of bicycles!!!"
Debbie Aherin	7/17/2023	"Needs attention."
Donald wleklinski	7/17/2023	"I grew up knowing Bob and Crystal Rilee. Spent many years on their farm riding our horses. The current issues with their land is mind blowing. They would have never approved of how Parks and Rec are handling their estate. It was meant to be left for nature lovers who love to hike and ride horses."
Tracy Ryan	7/18/2023	"I personally knew both Chrystal and Bob Riley. Their focus was agriculture and trails for horseback riding and walking. It was not for bike riding which is contradictory to horses on the trails. Very dangerous!"
Diana Pendell	7/18/2023	"This is an example of true Sherwood. Horses, People and wildlife need places like this to stay in tact to benefit our way of life"
Pamela Langer	7/19/2023	"I knew Chrystal and know she wanted it for horseback riding and hiking. Bikes and horses don't mix well. You can't hear them coming and they ( bike riders) are always looking down at the trail."
Judy Walker	7/19/2023	"Protection and preservation of trails for hiking and riding are important."
Cathy Ruppe	7/19/2023	"Horses need safe spaces to walk."
Susan Walker	7/20/2023	"Horses and the people who ride them have a huge economic impact on any area where horse activities are available to them. They support farmers and hay brokers, feed stores, veterinarians, horse shoers, tack and equipment stores, truck and horse trailer dealers, restaurants, and hotels, to name a few. These people tend to go to places where they can enjoy horse activities. Most, if not all, enjoy riding their horses on trails. If we continue to limit the number of places where horse owners can enjoy their horses, those people will move away, taking their economic contribution to our community with them. As a Sherwood businessman, serving the horse community, having places for them to ride is critically important to my ability to stay in business. That is why I am signing this petition, and why I am encouraging anyone else with a economic interest in horses and horse people to do the same."
Eric Noel	7/27/2023	"There are only 2 parks within a half hour of my house where I can ride and this is one of them. If bikes are allowed to over take the park it will no longer be a place worth riding. The attraction of this park is the single track trails (not 8 foot wide bridle paths). The riding is reminiscent of what we did as kids when you could ride all over the countryside and your neighbors weren't worried about being sued. Riders have lost so many places due to population growth we really want and need this park in Yamhill county!"
Katrina Tompkins	7/27/2023	"Crystal loved this area, and contributed so much to those who knew her. Keep honoring her memory with this park!"
Steve Vollum	7/30/2023	"Mountain bikes destroy trails"
Mil bar	8/8/2023	"Mountain biking is detrimental to this habitat and is inconsistent with the donor's intent. Please keep this area for equestrian purposes."
Dina Alexander	8/9/2023	

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Name	Signed On
Ryann Reinhofer	7/14/2023
Danna Kemp	7/14/2023
Randy Reinhofer	7/14/2023
Tamra Busch-Johnsen	7/14/2023
Anne Dufay	7/14/2023
Jodi Newberry	7/14/2023
Estelle Anderson	7/14/2023
Lázaro Hernandez	7/14/2023
Hayden Maharam	7/14/2023
Violet Nik	7/14/2023
Felecia Evans	7/14/2023
Joseph Dampf	7/14/2023
Ivan Martinez	7/14/2023
Randy Grantham	7/14/2023
Moon Knight	7/14/2023
Antonio O'Reilly	7/14/2023
Jaleesa Ide	7/14/2023
Amanda Martinez	7/14/2023
Kathi Lamm	7/14/2023
Ron Raz	7/14/2023
Cameron Elledge	7/14/2023
Elaina Martinez	7/14/2023
Patricia Aranibar	7/14/2023
Sacaria McConaga	7/14/2023
crystal cox	7/14/2023
Kristie Kaiser	7/14/2023
Sheila Seaborn	7/15/2023
Wendy Ebster	7/15/2023
Donna DeMoss	7/15/2023
Janie Lent	7/15/2023
Fettig Deann	7/15/2023
Stacey Clarke	7/15/2023
Jenn Hogan	7/15/2023
Patrick clarke	7/15/2023
Jo Jo	7/15/2023
Erika Hagfors	7/15/2023
Emmett Willison	7/15/2023
Donald Harrington	7/15/2023
Christopher Bazen	7/15/2023
Amanda Mares	7/15/2023
Jessica Doland	7/15/2023
cathy rupp	7/15/2023
Taylor Ritzert	7/15/2023
Erin McCarthy	7/15/2023
Bonnie Saikkonen	7/15/2023
Jennifer Frankamp	7/15/2023

Michele Leisman	7/15/2023
Casey Franklin	7/15/2023
Mindi Patton	7/15/2023
Carly Volp	7/15/2023
Noah Layton	7/15/2023
Jozlyn Bowen	7/15/2023
Nancy Rathbun	7/15/2023
Lily Creamer	7/15/2023
Stacey Touheu	7/15/2023
Janet Buys	7/15/2023
Shari Trujillo	7/15/2023
Katie Twombly	7/15/2023
Debra Wallace	7/15/2023
Celena Jensen	7/15/2023
Molly Fettig	7/15/2023
Lisa Schildmeyer	7/15/2023
Adam Kaluba	7/15/2023
Marilyn Allman Burbon	7/15/2023
Megan Borg	7/15/2023
Adria Fix	7/15/2023
Christopher Ryan	7/15/2023
Stacie Burgess	7/15/2023
Linda Wagner	7/15/2023
Michelle Harries	7/15/2023
Toniya Villalobos	7/15/2023
Ann Warren	7/15/2023
janis ripple	7/15/2023
Drew Halahan	7/15/2023
Gordon Poston	7/15/2023
Christopher Tom	7/15/2023
Trevor Sanders	7/15/2023
Helen Hernandez	7/15/2023
Laraine Anderson	7/15/2023
G. Diane Matthews-Marce	7/15/2023
Jon Inwood	7/15/2023
Joshua Curphey	7/15/2023
Rebecca Smith	7/15/2023
Courtney Cayer	7/16/2023
Josh Standiford	7/16/2023
Helen Kolb	7/16/2023
Anastasia Hess	7/16/2023
Daria Kovalova	7/16/2023
Samuel Mireles	7/16/2023
Kaylon Lee	7/16/2023
Kirsten Moen	7/16/2023
Althea Keith	7/16/2023
Joan Foley	7/16/2023

John Givens	7/16/2023
Terrance Barnes	7/16/2023
gabby george	7/16/2023
David Stuart	7/16/2023
Skeleton Key	7/16/2023
Raphael Johnson	7/16/2023
Sallie Cutler	7/16/2023
Linda Freeman	7/16/2023
David Frank	7/16/2023
Hailey Whiles	7/16/2023
Tristan River	7/16/2023
Pat A	7/16/2023
Andrew Floyd	7/16/2023
Janice Lewis	7/16/2023
Debie Boyd	7/16/2023
Erin Wheatcraft	7/16/2023
Lauren Pfeiffer	7/16/2023
Emily Kosderka	7/16/2023
Carol Morgan	7/16/2023
Heather Keller	7/16/2023
Alex Lee	7/16/2023
Jenny Trainor	7/16/2023
Lynne Hilmer	7/16/2023
Sean DuBois	7/16/2023
Lisa Jenkins	7/16/2023
Eliza Winn-Land	7/16/2023
EPHRAIM ISAKADZE	7/16/2023
Laila McKune	7/16/2023
Nevaeh Souza	7/16/2023
Stacy Perez	7/16/2023
Anna Omelko	7/16/2023
Yvonne White	7/16/2023
Selyse Ramolete-Davila	7/16/2023
Abigail Anderson	7/16/2023
fat monkey 4729 Najajie	7/16/2023
Mandi Scott Chestler	7/16/2023
Holden Palisin	7/16/2023
jessica kendall	7/16/2023
Ediverto Galvez	7/16/2023
AJ Ericson	7/16/2023
nichole pak	7/16/2023
Nicole Bourgeois	7/16/2023
Myrline Pierre	7/16/2023
Dondy Innocent	7/16/2023
James Foley	7/16/2023
kenneth jones	7/16/2023
Mel Tilkiocioglu	7/16/2023

Teresa Gardner	7/16/2023
Teri O'Toole	7/16/2023
Vicky Carman	7/16/2023
kodee w	7/16/2023
Carolyn leason	7/16/2023
john amaro	7/16/2023
Bear McNiel	7/16/2023
Sonia Baronvine	7/16/2023
GeM 56	7/16/2023
sandy conley	7/16/2023
Cleo Dupre	7/16/2023
Rebecca Cyphers	7/16/2023
Sharon Ogilvie	7/16/2023
Orion Walker	7/16/2023
Jr Money	7/16/2023
Ella Carroll	7/16/2023
Sophia Rhoades	7/16/2023
Rose Samson	7/16/2023
franklyn herrera	7/16/2023
Hadley Johnson	7/16/2023
Jean Cunningham-Mount	7/16/2023
Marla Eden	7/16/2023
Bob Freshman	7/16/2023
Kristi Carnes	7/16/2023
Molly Smith	7/16/2023
Kathryn Smith Brow	7/16/2023
Cassie Cummings	7/17/2023
Timothy Cummins	7/17/2023
Aiden Baker	7/17/2023
Angel Beltran	7/17/2023
Penny Moesly	7/17/2023
patricia lhota	7/17/2023
Colleen Welsh	7/17/2023
DENISE SMITH	7/17/2023
Ezekiel Alvarez	7/17/2023
Sonia Rios	7/17/2023
Danyil Yantsevych	7/17/2023
cassy lulu	7/17/2023
Maria Navarro	7/17/2023
Johan Sousa	7/17/2023
Christopher Bean	7/17/2023
camden rowley	7/17/2023
Tony Torres	7/17/2023
Rachael Reeves	7/17/2023
Sharon Phillips	7/17/2023
Erica Landon	7/17/2023
Brigitte Mills	7/17/2023

Coral Duvall	7/17/2023
karla BAUR	7/17/2023
David Mills	7/17/2023
Mary Dugan	7/17/2023
Elaina Anderson	7/17/2023
Chloe Gantt	7/17/2023
RJ Newman	7/17/2023
Karen Probert-Owcar	7/17/2023
Jasmine Miller	7/17/2023
Devin Prewitt	7/17/2023
Kateryna Zarichanska	7/17/2023
daw m Ormsby	7/17/2023
Taylor DeMott	7/17/2023
Donnie Nhorn	7/17/2023
Mykyta Husakov	7/17/2023
James Danks	7/17/2023
Ashley Larsen	7/17/2023
Yolanda Fulton	7/17/2023
Nancy Mills	7/17/2023
Leigh Brown	7/17/2023
Gina Hannigan	7/17/2023
Deb Aherin	7/17/2023
tyler kemp	7/17/2023
Paige Smith	7/17/2023
Paul Turner	7/17/2023
Doris Cox	7/17/2023
Nona Business	7/17/2023
Van Anh Nguyễn	7/17/2023
Re Load	7/17/2023
Dannie Wright	7/17/2023
P J	7/17/2023
Martha Mendenhall	7/17/2023
Melissa Heithaus	7/17/2023
Way Bro	7/17/2023
Murray Israel	7/17/2023
whitney watters	7/17/2023
stanley trent bemis	7/17/2023
Frank Dono	7/17/2023
Jim Lang	7/17/2023
Emilia Maroszyk	7/17/2023
Diana beth	7/17/2023
Keith D'Alessandro	7/17/2023
Ana Cecilia Vásquez	7/17/2023
Jennifer Holmes	7/17/2023
Kelly Waltos	7/17/2023
Judy Auble	7/17/2023
Valerie Nack	7/17/2023

Emma Wheatcroft	7/17/2023
Beverly Perttu	7/17/2023
Suzanne Laisner	7/17/2023
Tina Tine'	7/17/2023
Donald wleklinski	7/17/2023
Madeline Wilson	7/17/2023
Jeri Williams	7/17/2023
Richard Reece	7/17/2023
Leann Bennett	7/17/2023
Rick Mitchell	7/18/2023
Kim hoy	7/18/2023
Debie Stellway	7/18/2023
Alex Kowtun	7/18/2023
Jennifer Blake	7/18/2023
Douglas Keightley	7/18/2023
Josie Wilson	7/18/2023
Melinda Kinnaird	7/18/2023
Patricia Tulley	7/18/2023
Len Messina	7/18/2023
Chris Skelton	7/18/2023
Carrie Casey	7/18/2023
betty winholtz	7/18/2023
Jaime Turgeon	7/18/2023
Julia Hoy	7/18/2023
David Hoy	7/18/2023
Jermaine Johnson	7/18/2023
lyric mills	7/18/2023
Betsy Holmes	7/18/2023
Cheese E	7/18/2023
Kim Wheeler	7/18/2023
Gabrielle Harris	7/18/2023
Angela Canelli	7/18/2023
Tyler Cherry	7/18/2023
Tracy Ryan	7/18/2023
pamela hamilton	7/18/2023
Nancy Netwal	7/18/2023
Marylouise Johnston	7/18/2023
Julie Davie	7/18/2023
Justine Knott	7/18/2023
Fritz Schult	7/18/2023
Ann Smith	7/18/2023
JACQUELYNE COLLINS	7/18/2023
Madeline Kemp	7/18/2023
Jessie Isaksen	7/18/2023
Kristina Ramseyer	7/18/2023
Richard Pickar	7/18/2023
Bonnie Depriest	7/18/2023

Diana Pendell	7/18/2023
Kerry Amaral	7/18/2023
Deb Gensman	7/18/2023
Emily Everhart	7/18/2023
Elvin Lopez	7/18/2023
Terry Pointer	7/18/2023
Donna Stoppa	7/18/2023
Lissandro Zuniga	7/18/2023
Christan Clouse	7/18/2023
Scorpion Warrior	7/18/2023
BEVERLY HALL	7/18/2023
Anita Bajwa	7/18/2023
Jackie S	7/18/2023
Tyler Thurston	7/18/2023
Jake Cheesman	7/18/2023
Anand Agrawal	7/18/2023
Robert Pocobello	7/18/2023
Owen Cole	7/18/2023
Kathleen Schultz	7/18/2023
Shannon Rogers	7/18/2023
Parastou Mousavi	7/18/2023
Dante Medori	7/18/2023
Valerie Leonard	7/18/2023
Sabrina Heloskie	7/18/2023
W Ross Cleland, dvm	7/18/2023
Ron Thom	7/18/2023
Melissa Genova	7/18/2023
Rosemary Clifford	7/18/2023
Jordan Siltala	7/18/2023
Jamie Dowdy	7/18/2023
Savannah Barwick	7/18/2023
Muriel Popkins	7/18/2023
Mia Vignola	7/18/2023
Daniel Finlayson	7/18/2023
Kristin Wilson	7/18/2023
Samantha Ellis	7/18/2023
Kaylee Wooten	7/18/2023
Edward Inman	7/18/2023
Amira Edwards	7/18/2023
Rachiel Fox	7/18/2023
Sofia Sargent	7/18/2023
Sheryl Rudolph	7/19/2023
Angie Bissett	7/19/2023
Finn Alexander	7/19/2023
Alexis Burciaga	7/19/2023
Lexy Galindo	7/19/2023
Caleigh Taylor	7/19/2023

Hunter Hoffman	7/19/2023
Sawyer Campbell	7/19/2023
Eva McFarland	7/19/2023
Ayden Mercer	7/19/2023
Ben Thompson	7/19/2023
Briana Bernard	7/19/2023
Edgar Guerrero	7/19/2023
Andrea Villegas	7/19/2023
Hilary Middleton	7/19/2023
Christopher Bex	7/19/2023
Lynette Travis-Neer	7/19/2023
Laurel Lormand	7/19/2023
fork it over now	7/19/2023
Chris Koerner	7/19/2023
christopher pino	7/19/2023
maki waki	7/19/2023
Jamal Samuel	7/19/2023
Adriana Princivalli	7/19/2023
Kalamata Olive	7/19/2023
Shana Orange	7/19/2023
Miguel Ossorio	7/19/2023
Kohlton Wilson	7/19/2023
Maria Salas	7/19/2023
Sarah Pyfer	7/19/2023
paul laufer	7/19/2023
Alexavier Lopez	7/19/2023
Eli Komarnicki	7/19/2023
Melody Waters	7/19/2023
Greychanchibi .	7/19/2023
Xavier Molina	7/19/2023
Shakayla Thomas	7/19/2023
Kimberly Traylor	7/19/2023
Aurieona Mcdonald	7/19/2023
Marley Rosebrough	7/19/2023
Ashlyn Fitzgerald	7/19/2023
tazz devil	7/19/2023
Mara Braunberg	7/19/2023
Peter Woodward	7/19/2023
marjotie wolff	7/19/2023
aly s	7/19/2023
Michael Andrews	7/19/2023
Caesar Ibanez	7/19/2023
Tina Senz	7/19/2023
Kayli Gordon	7/19/2023
Dalyn Perry	7/19/2023
rosibel romero	7/19/2023
Griff Tanski	7/19/2023



* T	7/19/2023
Venice Perez	7/19/2023
Brenda Hernandez	7/19/2023
Micah Davis	7/19/2023
Rose Ramos	7/19/2023
scarlett faust	7/19/2023
Elizabeth Brown	7/19/2023
Marissa Balzli	7/19/2023
chrystal rivas	7/19/2023
Kibrom Teklu	7/19/2023
Nikki Hobson	7/19/2023
Setareh Akhtarshenas	7/19/2023
Jasper Gomez	7/19/2023
Jane Doe	7/19/2023
Christine Dahl	7/19/2023
Arielle Gordon	7/19/2023
Susan Strohm	7/19/2023
Amy Estrin	7/19/2023
Lisa Munson	7/19/2023
Pamela Langer	7/19/2023
Robert Pendell	7/19/2023
Grace Salmon	7/19/2023
Keaton Hoy	7/19/2023
Tracey Erway	7/19/2023
Judy Walker	7/19/2023
neanilla noyes	7/19/2023
Brittany Phillips	7/19/2023
Barbara Paníccia	7/19/2023
Maria Gutiérrez	7/19/2023
Sarah Skahan	7/19/2023
CELISA COX	7/19/2023
Noah Ahmed	7/19/2023
Alicia Lee	7/19/2023
April Major	7/19/2023
Lisa Grayson	7/19/2023
Isra Khan	7/19/2023
James Rice	7/19/2023
Clara-Jane Clarren	7/19/2023
Chrystian Romero	7/19/2023
Erika Helgesson	7/19/2023
Jenn Koenig	7/19/2023
Cathy Ruppe	7/19/2023
Candice Anderson	7/19/2023
Cloie Surgeon	7/19/2023
Terri Weatherly	7/19/2023
Ella Neilson	7/19/2023
Allison Sloop	7/19/2023

Janette Herrera	7/19/2023
Diana Walker	7/19/2023
Chas Biederman	7/19/2023
Renee Glass	7/19/2023
Thomas Avgerakis	7/19/2023
Joe Salazar	7/20/2023
Suzanne Hart	7/20/2023
Susan Walker	7/20/2023
Elizabeth Scott	7/20/2023
Louise Franklin	7/20/2023
Janet Willius	7/20/2023
Nancy THORN	7/20/2023
Kellie Fenton	7/20/2023
Sandi Lauer	7/20/2023
Siobhan Barker	7/20/2023
Lorie Wolff	7/20/2023
Jul Johson	7/20/2023
Ellen Carter	7/21/2023
Pamela Gorton	7/21/2023
michele largman	7/21/2023
WANDA Maximioff	7/21/2023
Isaiah Wineland	7/21/2023
Z Z	7/21/2023
sanier stun	7/21/2023
Abby Shuman	7/21/2023
Tyara Turner	7/21/2023
Terrie Corcoran	7/21/2023
Justino Lynne	7/21/2023
Cheryl McGuire	7/21/2023
Yvonne jacobs Jacobs	7/21/2023
Julie Babcock	7/21/2023
Annette Cornish	7/21/2023
Becky Babcock	7/21/2023
Janel Blumenfeld	7/22/2023
Tim Shoepe	7/22/2023
Angela Huntington	7/22/2023
Elaine Morrow	7/22/2023
John Rueter	7/22/2023
Stacy Church	7/23/2023
Lucy Franklin	7/23/2023
Barbara Syper	7/24/2023
Micheale Gordon	7/24/2023
Dennis Monson	7/24/2023
Katie Peery	7/24/2023
Heath Curry	7/24/2023
Gloria Navan	7/25/2023
Maddie Metcalf	7/26/2023

Sammi Ellis	7/26/2023
Jamie Cheslock	7/26/2023
Moira McCarthy	7/27/2023
H B	7/27/2023
Lia Joson	7/27/2023
Daisy Ortiz	7/27/2023
Gabriela Rezende	7/27/2023
Echo Davis	7/27/2023
Patience Richardson	7/27/2023
Aiy Sanchez	7/27/2023
Cece Sledge	7/27/2023
Estrella Thefox	7/27/2023
Maribel Marulanda	7/27/2023
Eric Noel	7/27/2023
Peyton Camp	7/27/2023
Bismita Raajput	7/27/2023
Jeared Hester	7/27/2023
nykira Johnson	7/27/2023
Jennifer Kellar	7/27/2023
Aiden Cruz	7/27/2023
Melody Munoz	7/27/2023
Nicols Fleurisma	7/27/2023
Kennedy Stephenson	7/27/2023
Angela Johnson	7/27/2023
Eduardo Dominguez	7/27/2023
Porter Marshall	7/27/2023
Jamal Darius	7/27/2023
Sarah Thani	7/27/2023
Ellie King	7/27/2023
Mina A	7/27/2023
Rebecca Straw	7/27/2023
Shianne Lindsey	7/27/2023
Bright Whisker	7/27/2023
Katrina Tompkins	7/27/2023
Julie King	7/27/2023
Kim Crabtree	7/27/2023
Patricia Parks	7/27/2023
Katie Anderson	7/27/2023
Cynthia Allen	7/27/2023
Lynn Lanham	7/29/2023
connor malnati	7/30/2023
Jakai Burnside	7/30/2023
Steve Vollum	7/30/2023
Dan G	7/30/2023
Kenny McCormick	7/30/2023
Timothy Shelley	7/30/2023
Dillon Amoriell	7/30/2023

Austria Bostwick	7/30/2023
Crystal Hailey	7/30/2023
ahmad jabr	7/30/2023
nick Rodriguez	7/30/2023
Jennifer Rogers	7/30/2023
Torry Brooks	7/31/2023
Vicki Sekiguchi	7/31/2023
Olivia Wengert	7/31/2023
Theresa Aranda	7/31/2023
Alex Van Dyke	7/31/2023
Charity Hudnut	8/1/2023
Kimberly Tenhulzen	8/1/2023
Ryan Goode	8/1/2023
maddie barott	8/1/2023
Caylee Beaverson	8/1/2023
Annie Lor	8/1/2023
Hayden Ennis	8/1/2023
Pat Perez	8/1/2023
Lori Giambone	8/1/2023
Stefan Calic	8/1/2023
Mahari Williams	8/1/2023
Gabriela Perez	8/1/2023
Kaitlyn Conley	8/4/2023
Jasmine Clay	8/4/2023
Hunter Poole	8/4/2023
natalia ablahad	8/4/2023
Jaclynn panariello	8/4/2023
ur sock	8/4/2023
Justin Truong	8/4/2023
Michael Barnes	8/4/2023
megan brown	8/4/2023
Colton Perry-poling	8/5/2023
Кайдыгер Эмес	8/5/2023
John Sarna	8/5/2023
Timothy Krumer	8/5/2023
Rabbit Fox	8/5/2023
Eric Barger	8/5/2023
Anjali Devi	8/5/2023
Gray Booker	8/5/2023
Olha Podoliak	8/5/2023
Lucas Cornello	8/5/2023
Adelaide Schmich	8/5/2023
Susan Harrington	8/5/2023
Bryan Deng	8/5/2023
Reagan C	8/5/2023
Pam Gaillard	8/5/2023
Cora Flaharty	8/7/2023

angela frank	8/7/2023
Barbara Livingston	8/7/2023
Heather Charvet	8/8/2023
Lucy McAleese	8/8/2023
Jordan Pierson	8/8/2023
Missy Neale	8/8/2023
Kecia Nathan	8/8/2023
Angelina Murillo	8/8/2023
Shea Johnston	8/8/2023
Mark Solomon	8/8/2023
Patricia Neal	8/8/2023
Patricia Solomon	8/8/2023
Paola Arambula	8/8/2023
David Johnson	8/8/2023
Pernilla Nathan	8/8/2023
Greg Klott	8/8/2023
martin walker	8/8/2023
Karen Ososki	8/8/2023
Kristina Ziegler	8/8/2023
Cynthia Walker	8/8/2023
Lisa Johnson	8/8/2023
Shauna Flanigan	8/8/2023
KEVIN FLANIGAN	8/8/2023
Justin Nelson	8/8/2023
erfan sheikhzadeh	8/8/2023
Giancarlo Pena	8/8/2023
Sonic Son	8/8/2023
Nubia Contreras	8/8/2023
Ps4 Plus	8/8/2023
ChaOs_ MoDzZ	8/8/2023
Mohammad Bazhian	8/8/2023
Elina Ebrahimi	8/8/2023
Waynette Fontenot	8/8/2023
M.hosseïn Jaf	8/8/2023
Stella Kathro	8/8/2023
Omran Rashidi	8/8/2023
Mil bar	8/8/2023
Mary Carroll	8/8/2023
Mm Aa	8/8/2023
Minecraft Java	8/8/2023
Tofan Vampir	8/8/2023
Mahyar K	8/8/2023
Fazel Kazemy	8/8/2023
محمد رضا راستی	8/8/2023
Amir Hosein Hoseini	8/8/2023
Iliya Golshirazi	8/8/2023
AMIR REZA	8/8/2023

Hersh Ciment	8/8/2023
Saturday N	8/8/2023
Amir Reza	8/8/2023
Timothy Hudson	8/8/2023
The Glee Club	8/8/2023
محمد جواد	8/8/2023
Norma Gallahan	8/8/2023
Ilia Mmd	8/8/2023
Asan Asani	8/8/2023
Gina Ramos	8/8/2023
Jon-paul Dowdell	8/9/2023
Lisa Campbell	8/9/2023
Dina Alexander	8/9/2023
Madison Favazza	8/9/2023
RAY GARCIA	8/9/2023
Amirhossein Ranjbar	8/9/2023
Abolfazl Tr	8/9/2023
reza Pirzad	8/9/2023
Erica Cummings	8/9/2023
leo vasquez	8/9/2023
Caleb Stewart	8/9/2023
Pelang Mamadi	8/9/2023
Eli Khami	8/9/2023
Amin Brock	8/9/2023
Angela Younce	8/9/2023
Brandi Ebner	8/9/2023
Chayse Hartnett	8/12/2023
Jeff Kerr	8/12/2023
Ebony Lunden	8/12/2023
Carlos Santamaria	8/12/2023
Brent White	8/12/2023
Susan Hense	8/12/2023
susan tabell	8/12/2023
Lina Wang	8/12/2023
Dean Vitale	8/12/2023
Jennifer Garay	8/12/2023
Haevyn Proulx	8/12/2023
LaDana Houston	8/12/2023
Jalina Rodriguez	8/12/2023
Casey Huckaba	8/12/2023
Joseph Kurdziolek	8/12/2023
Grayson Zurwell	8/12/2023
Katelyn Vance	8/12/2023
Anna Laidler	8/12/2023
J G	8/12/2023
Merissa Torres	8/12/2023
Talia Medrano	8/12/2023

Oleksandr Veneta	8/12/2023
Sammy Weekly	8/12/2023
alexandra venerable	8/13/2023
Cera Erb	8/13/2023
Madison Efwards	8/13/2023
Marcy Kaufman	8/13/2023
Rachelle Zirk	8/13/2023
Maria Lopez	8/13/2023
Katlyn New	8/13/2023
Sarah Milller	8/13/2023
Jennifer Tamez	8/13/2023
Latosha Clark	8/13/2023
bonnie bolton	8/13/2023
Kaylee Moore	8/13/2023
Emery Hinkley	8/14/2023
Emilie Foster	8/14/2023
Sasha To	8/15/2023
Anne Breault	8/15/2023
Susan Shafer	8/16/2023
Alice Fordney	8/18/2023
Heather Toland	8/18/2023
Teresa Diaz	8/18/2023
ari gomez	8/18/2023
Yo Mama	8/18/2023
Madison Hastings	8/18/2023
Robert Sanchez	8/18/2023
Marlene Nimmer	8/18/2023
not sayin	8/18/2023
Stephen Malo	8/18/2023
Rylee Neal	8/18/2023
Morgan Francisco	8/18/2023
Caleb Swanson	8/18/2023
Grace Chen	8/18/2023
Edward North	8/18/2023
Cheyenne Green	8/18/2023
Deborah Spencer	8/18/2023
John John	8/18/2023
Jenny Magro	8/19/2023

Form **8879-TE**

**IRS e-file Signature Authorization for a Tax Exempt Entity**

OMB No. 1545-0047

For calendar year 2022, or fiscal year beginning ..... 2022, and ending ..... 20 .....

**Do not send to the IRS. Keep for your records.**  
**Go to [www.irs.gov/Form8879TE](http://www.irs.gov/Form8879TE) for the latest information.**

**2022**

Department of the Treasury  
Internal Revenue Service  
Name of filer

CHEHALEM PARK FOUNDATION

EIN or SSN  
\*\*-\*\*\*3837

Name and title of officer or person subject to tax  
Don Clements  
6Superintendent

**Part I Type of Return and Return Information**

Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line 1a, 2a, 3a, 4a, 5a, 6a, 7a, 8a, 9a, or 10a below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, 5b, 6b, 7b, 8b, 9b, or 10b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

<input checked="" type="checkbox"/> 1a Form 990 check here	<input type="checkbox"/> b Total revenue, if any (Form 990, Part VIII, column (A), line 12)	1b	<u>25,550</u>
<input type="checkbox"/> 2a Form 990-EZ check here	<input type="checkbox"/> b Total revenue, if any (Form 990-EZ, line 9)	2b	
<input type="checkbox"/> 3a Form 1120-POL check here	<input type="checkbox"/> b Total tax (Form 1120-POL, line 22)	3b	
<input type="checkbox"/> 4a Form 990-PF check here	<input type="checkbox"/> b Tax based on investment income (Form 990-PF, Part V, line 5)	4b	
<input type="checkbox"/> 5a Form 8868 check here	<input type="checkbox"/> b Balance due (Form 8868, line 3c)	5b	
<input type="checkbox"/> 6a Form 990-T check here	<input type="checkbox"/> b Total tax (Form 990-T, Part III, line 4)	6b	
<input type="checkbox"/> 7a Form 4720 check here	<input type="checkbox"/> b Total tax (Form 4720, Part III, line 1)	7b	
<input type="checkbox"/> 8a Form 5227 check here	<input type="checkbox"/> b FMV of assets at end of tax year (Form 5227, Item D)	8b	
<input type="checkbox"/> 9a Form 5330 check here	<input type="checkbox"/> b Tax due (Form 5330, Part II, line 19)	9b	
<input type="checkbox"/> 10a Form 8038-CP check here	<input type="checkbox"/> b Amount of credit payment requested (Form 8038-CP, Part III, line 22)	10b	

**Part II Declaration and Signature Authorization of Officer or Person Subject to Tax**

Under penalties of perjury, I declare that  I am an officer of the above entity or  I am a person subject to tax with respect to (name of entity) \_\_\_\_\_, (EIN) \_\_\_\_\_ and that I have examined a copy of the 2022 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

**PIN: check one box only**

I authorize R. Michael Marr, Accountant to enter my PIN 43837 as my signature  
ERO firm name Enter five numbers, but do not enter all zeros

on the tax year 2022 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2022 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax \_\_\_\_\_ Date \_\_\_\_\_

**Part III Certification and Authentication**

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

\*\*\*\*\*

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2022 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature R. Michael Marr Date 08/28/23

**ERO Must Retain This Form — See Instructions**

**Do Not Submit This Form to the IRS Unless Requested To Do So**

For Privacy Act and Paperwork Reduction Act Notice, see back of form.  
DAA

Form **8879-TE** (2022)



Form **990**

**Return of Organization Exempt From Income Tax**  
 Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)  
 Do not enter social security numbers on this form as it may be made public.  
 Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047  
**2022**  
 Open to Public Inspection

**A For the 2022 calendar year, or tax year beginning** \_\_\_\_\_ **and ending** \_\_\_\_\_

**B** Check if applicable:  
 Address change  
 Name change  
 Initial return  
 Final return/terminated  
 Amended return  
 Application pending

**C** Name of organization: **CHEHALEM PARK FOUNDATION**  
 Doing business as \_\_\_\_\_  
 Number and street (or P.O. box if mail is not delivered to street address) Room/suite  
 125 S. Elliott Road \_\_\_\_\_  
 City or town, state or province, country, and ZIP or foreign postal code  
 Newberg OR 97132

**D** Employer identification number: \*\*\*-\*\*\*3837

**E** Telephone number: 503-554-0283

**G** Gross receipts\$ 25,550

**F** Name and address of principal officer:  
 Don Clements  
 125 S. Elliott Road  
 Newberg OR 97132

**H(a)** Is this a group return for subordinates?  Yes  No  
**H(b)** Are all subordinates included?  Yes  No  
 If "No," attach a list. See instructions.

**I** Tax-exempt status:  501(c)(3)  501(c) ( ) (insert no.)  4947(a)(1) or  527

**J** Website: [www.cprdnwberg.org](http://www.cprdnwberg.org) **H(c)** Group exemption number \_\_\_\_\_

**K** Form of organization:  Corporation  Trust  Association  Other

**L** Year of formation: 2008 **M** State of legal domicile: OR

**Part I Summary**

<b>Activities &amp; Governance</b>	<b>1</b> Briefly describe the organization's mission or most significant activities: Exclusively support Chehalem Park and Recreation District of Newberg, Oregon (a political subdivision) whose mission is providing recreational facilities and services to constituents.		
	<b>2</b> Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	<b>3</b> Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>	5
	<b>4</b> Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>	0
	<b>5</b> Total number of individuals employed in calendar year 2022 (Part V, line 2a)	<b>5</b>	0
	<b>6</b> Total number of volunteers (estimate if necessary)	<b>6</b>	0
	<b>7a</b> Total unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>	0
<b>b</b> Net unrelated business taxable income from Form 990-T, Part I, line 11	<b>7b</b>	0	
<b>Revenue</b>	<b>8</b> Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
	<b>9</b> Program service revenue (Part VIII, line 2g)	76,000	16,000
	<b>10</b> Investment income (Part VIII, column (A), lines 3, 4, and 7d)	15,558	1,922
	<b>11</b> Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	15	38
	<b>12</b> Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	2,711	7,590
		94,284	25,550
<b>Expenses</b>	<b>13</b> Grants and similar amounts paid (Part IX, column (A), lines 1-3)		485
	<b>14</b> Benefits paid to or for members (Part IX, column (A), line 4)		0
	<b>15</b> Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		0
	<b>16a</b> Professional fundraising fees (Part IX, column (A), line 11e)		0
	<b>b</b> Total fundraising expenses (Part IX, column (D), line 25)	0	
	<b>17</b> Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	93,952	24,212
<b>18</b> Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	93,952	24,697	
<b>19</b> Revenue less expenses. Subtract line 18 from line 12	332	853	
<b>Net Assets or Fund Balances</b>	<b>20</b> Total assets (Part X, line 16)	Beginning of Current Year	End of Year
	<b>21</b> Total liabilities (Part X, line 26)	297,276	298,129
	<b>22</b> Net assets or fund balances. Subtract line 21 from line 20	0	0
	297,276	298,129	

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign Here** Signature of officer: Don Clements Date: \_\_\_\_\_  
 Type or print name and title: 6Superintendent

**Paid Preparer Use Only** Print/Type preparer's name: R. Michael Marr Preparer's signature: R. Michael Marr Date: \_\_\_\_\_  
 Check  if PTIN self-employed \*\*\*\*\*  
 Firm's name: R. Michael Marr, Accountant Firm's EIN: \*\* - \*\*\*8533  
 Firm's address: 12420 SW Main St Phone no.: 503-624-2975  
Tigard, OR 97223

May the IRS discuss this return with the preparer shown above? See instructions  Yes  No  
 For Paperwork Reduction Act Notice, see the separate instructions. Form **990** (2022)

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	X	
2 Is the organization required to complete Schedule B, Schedule of Contributors? See instructions	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? If "Yes," complete Schedule C, Part III		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I	X	
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? If "Yes," complete Schedule D, Part V		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI		X
b Did the organization report an amount for investments—other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII		X
c Did the organization report an amount for investments—program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII		X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX		X
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part XI		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I. See instructions		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		X
20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II		X

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)		Yes	No		
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a	0		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b			
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a		X	
b	If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation on Schedule O	3b			
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a			X
b	If "Yes," enter the name of the foreign country See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).				
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a			X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b			X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c			
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a			X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b			
7	<b>Organizations that may receive deductible contributions under section 170(c).</b>				
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a			
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b			
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c			
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d			
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e			
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f			
g	Did the organization receive a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g			
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h			
8	<b>Sponsoring organizations maintaining donor advised funds.</b> Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8			
9	<b>Sponsoring organizations maintaining donor advised funds.</b>				
a	Did the sponsoring organization make any taxable distributions under section 4966?	9a			X
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b			X
10	<b>Section 501(c)(7) organizations.</b> Enter:				
a	Initiation fees and capital contributions included on Part VIII, line 12	10a			
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b			
11	<b>Section 501(c)(12) organizations.</b> Enter:				
a	Gross income from members or shareholders	11a			
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b			
12a	<b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041?	12a			
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b			
13	<b>Section 501(c)(29) qualified nonprofit health insurance issuers.</b>				
a	Is the organization licensed to issue qualified health plans in more than one state? Note: See the instructions for additional information the organization must report on Schedule O.	13a			
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b			
c	Enter the amount of reserves on hand	13c			
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a			X
b	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation on Schedule O	14b			
15	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see instructions and file Form 4720, Schedule N.	15			X
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	16			X
17	<b>Section 501(c)(21) organizations.</b> Did the trust, any disqualified or other person engage in any activities that would result in the imposition of an excise tax under section 4951, 4952 or 4953? If "Yes," complete Form 6069.	17			

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**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former** directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/ 1099-MISC/ 1099-NEC)	(E) Reportable compensation from related organizations (W-2/ 1099-MISC/ 1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) Don Loving 1 President	0.00 0.06	X						0	0	0
(2) Jim McMaster 2 Vice President	0.00 0.06	X						0	0	0
(3) Gayle Bizeau 3 Secretary/Treasurer	0.00 0.06	X						0	0	0
(4) Bart Rierson 4 Director	0.00 0.06	X						0	0	0
(5) Lisa Rogers 5 Director	0.00 0.06	X						0	0	0
(6) Don Clements 6 Superintendent	0.00 0.13			X				0	0	0
(7)										
(8)										
(9)										
(10)										
(11)										

**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514	
<b>Contributions, Gifts, Grants and Other Similar Amounts</b>	<b>1a</b> Federated campaigns	<b>1a</b>					
	<b>b</b> Membership dues	<b>1b</b>					
	<b>c</b> Fundraising events	<b>1c</b>					
	<b>d</b> Related organizations	<b>1d</b>					
	<b>e</b> Government grants (contributions)	<b>1e</b>					
	<b>f</b> All other contributions, gifts, grants, and similar amounts not included above	<b>1f</b>	16,000				
	<b>g</b> Noncash contributions included in lines 1a-1f	<b>1g</b> \$					
	<b>h</b> Total. Add lines 1a-1f		16,000				
<b>Program Service Revenue</b>	<b>2a</b> CPRD Tech Soup Support	Business Code	1,200			1,200	
	<b>b</b> CPRD Sampson Memorial		450			450	
	<b>c</b> CPRD Sports TVYFL		272			272	
	<b>d</b>						
	<b>e</b>						
	<b>f</b> All other program service revenue						
	<b>g</b> Total. Add lines 2a-2f		1,922				
	<b>Other Revenue</b>	<b>3</b> Investment income (including dividends, interest, and other similar amounts)		38			38
<b>4</b> Income from investment of tax-exempt bond proceeds							
<b>5</b> Royalties							
<b>6a</b> Gross rents		(i) Real					
		(ii) Personal					
<b>b</b> Less: rental expenses							
<b>c</b> Rental inc. or (loss)							
<b>d</b> Net rental income or (loss)							
<b>7a</b> Gross amount from sales of assets other than inventory		(i) Securities					
		(ii) Other					
<b>b</b> Less: cost or other basis and sales exps.							
<b>c</b> Gain or (loss)							
<b>d</b> Net gain or (loss)							
<b>8a</b> Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18							
<b>b</b> Less: direct expenses							
<b>c</b> Net income or (loss) from fundraising events							
<b>9a</b> Gross income from gaming activities. See Part IV, line 19							
			7,590				
<b>b</b> Less: direct expenses							
<b>c</b> Net income or (loss) from gaming activities			7,590			7,590	
<b>10a</b> Gross sales of inventory, less returns and allowances							
<b>b</b> Less: cost of goods sold							
<b>c</b> Net income or (loss) from sales of inventory							
<b>Miscellaneous Revenue</b>	<b>11a</b>	Business Code					
	<b>b</b>						
	<b>c</b>						
	<b>d</b> All other revenue						
	<b>e</b> Total. Add lines 11a-11d						
	<b>12</b> Total revenue. See instructions			25,550	0	0	9,550

**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year
Assets	1	Cash—non-interest-bearing		1
	2	Savings and temporary cash investments	297,276	2 298,129
	3	Pledges and grants receivable, net		3
	4	Accounts receivable, net		4
	5	Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6
	7	Notes and loans receivable, net		7
	8	Inventories for sale or use		8
	9	Prepaid expenses and deferred charges		9
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D		10a
	b	Less: accumulated depreciation		10b 10c
	11	Investments—publicly traded securities		11
	12	Investments—other securities. See Part IV, line 11		12
	13	Investments—program-related. See Part IV, line 11		13
	14	Intangible assets		14
	15	Other assets. See Part IV, line 11		15
16	<b>Total assets.</b> Add lines 1 through 15 (must equal line 33)	297,276	16 298,129	
Liabilities	17	Accounts payable and accrued expenses		17
	18	Grants payable		18
	19	Deferred revenue		19
	20	Tax-exempt bond liabilities		20
	21	Escrow or custodial account liability. Complete Part IV of Schedule D		21
	22	Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22
	23	Secured mortgages and notes payable to unrelated third parties		23
	24	Unsecured notes and loans payable to unrelated third parties		24
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25
	26	<b>Total liabilities.</b> Add lines 17 through 25	0	26 0
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.			
	27	Net assets without donor restrictions	64,639	27 57,550
	28	Net assets with donor restrictions	232,637	28 240,579
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.			
	29	Capital stock or trust principal, or current funds		29
	30	Paid-in or capital surplus, or land, building, or equipment fund		30
	31	Retained earnings, endowment, accumulated income, or other funds		31
	32	<b>Total net assets or fund balances</b>	297,276	32 298,129
33	<b>Total liabilities and net assets/fund balances</b>	297,276	33 298,129	

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**SCHEDULE A**  
**(Form 990)**

**Public Charity Status and Public Support**

OMB No. 1545-0047

**2022**

**Open to Public Inspection**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

Attach to Form 990 or Form 990-EZ.

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

Department of the Treasury  
Internal Revenue Service

Name of the organization

CHEHALEM PARK FOUNDATION

Employer identification number

\*\*-\*\*\*3837

**Part I Reason for Public Charity Status.** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1  A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i).
- 2  A school described in section 170(b)(1)(A)(ii). (Attach Schedule E (Form 990).)
- 3  A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii).
- 4  A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state: .....
- 5  An organization operated for the benefit of a college or university owned or operated by a governmental unit described in section 170(b)(1)(A)(iv). (Complete Part II.)
- 6  A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v).
- 7  An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi). (Complete Part II.)
- 8  A community trust described in section 170(b)(1)(A)(vi). (Complete Part II.)
- 9  An agricultural research organization described in section 170(b)(1)(A)(ix) operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: .....
- 10  An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2). (Complete Part III.)
- 11  An organization organized and operated exclusively to test for public safety. See section 509(a)(4).
- 12  An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). See section 509(a)(3). Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
  - a  **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. You must complete Part IV, Sections A and B.
  - b  **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). You must complete Part IV, Sections A and C.
  - c  **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). You must complete Part IV, Sections A, D, and E.
  - d  **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). You must complete Part IV, Sections A and D, and Part V.
  - e  Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
  - f Enter the number of supported organizations 1
  - g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A) Chehalem Park & Recreation District	** - *** 2211	6	X			0
(B)						
(C)						
(D)						
(E)						
<b>Total</b>					0	0

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule A (Form 990) 2022

**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513						
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge						
<b>6</b> Total. Add lines 1 through 5						
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons						
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
<b>c</b> Add lines 7a and 7b						
<b>8</b> Public support. (Subtract line 7c from line 6.)						

**Section B. Total Support**

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
<b>9</b> Amounts from line 6						
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
<b>c</b> Add lines 10a and 10b						
<b>11</b> Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
<b>13</b> Total support. (Add lines 9, 10c, 11, and 12.)						

**14** First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2022 (line 8, column (f), divided by line 13, column (f))	15	%
<b>16</b> Public support percentage from 2021 Schedule A, Part III, line 15	16	%

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for 2022 (line 10c, column (f), divided by line 13, column (f))	17	%
<b>18</b> Investment income percentage from 2021 Schedule A, Part III, line 17	18	%

**19a** 33 1/3% support tests—2022. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

**b** 33 1/3% support tests—2021. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

**20** Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

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Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?		X
b A family member of a person described on line 11a above?		X
c A 35% controlled entity of a person described on line 11a or 11b above? If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI.		X

Section B. Type I Supporting Organizations

	Yes	No
1 Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		X

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
3 By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).		
a <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.		
b <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.		
c <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions).		
2 Activities Test. Answer lines 2a and 2b below.		
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.		
b Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.		
3 Parent of Supported Organizations. Answer lines 3a and 3b below.		
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? If "Yes" or "No," provide details in Part VI.		
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)**

Section D – Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required—provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	<b>Total annual distributions.</b> Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2022 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E – Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2022	(iii) Distributable Amount for 2022
1	Distributable amount for 2022 from Section C, line 6		
2	Underdistributions, if any, for years prior to 2022 (reasonable cause required—explain in Part VI). See instructions.		
3	Excess distributions carryover, if any, to 2022		
a	From 2017		
b	From 2018		
c	From 2019		
d	From 2020		
e	From 2021		
f	<b>Total of lines 3a through 3e</b>		
g	Applied to underdistributions of prior years		
h	Applied to 2022 distributable amount		
i	Carryover from 2017 not applied (see instructions)		
j	<b>Remainder.</b> Subtract lines 3g, 3h, and 3i from line 3f.		
4	Distributions for 2022 from Section D, line 7: \$		
a	Applied to underdistributions of prior years		
b	Applied to 2022 distributable amount		
c	<b>Remainder.</b> Subtract lines 4a and 4b from line 4.		
5	Remaining underdistributions for years prior to 2022, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.		
6	Remaining underdistributions for 2022. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.		
7	<b>Excess distributions carryover to 2023.</b> Add lines 3j and 4c.		
8	<b>Breakdown of line 7:</b>		
a	Excess from 2018		
b	Excess from 2019		
c	Excess from 2020		
d	Excess from 2021		
e	Excess from 2022		

**Schedule B  
(Form 990)**Department of the Treasury  
Internal Revenue Service**Schedule of Contributors**Attach to Form 990 or Form 990-PF.  
Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2022**

Name of the organization

Employer identification number

CHEHALEM PARK FOUNDATION

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Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

 501(c)( 3 ) (enter number) organization 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation 527 political organization

Form 990-PF

 501(c)(3) exempt private foundation 4947(a)(1) nonexempt charitable trust treated as a private foundation 501(c)(3) taxable private foundationCheck if your organization is covered by the **General Rule** or a **Special Rule**.**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.**General Rule**

- 
- For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

**Special Rules**

- For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33<sup>1</sup>/<sub>3</sub>% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.
- For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ..... \$ .....

**Caution:** An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

For Paperwork Reduction Act Notice, see the instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990) (2022)

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**SCHEDULE D  
(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Financial Statements**

Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.

Attach to Form 990.

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2022**

Open to Public Inspection

Name of the organization

Employer identification number

CHEHALEM PARK FOUNDATION

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**Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)	16,000	
3 Aggregate value of grants from (during year)	485	
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Part II Conservation Easements.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).	
<input type="checkbox"/> Preservation of land for public use (for example, recreation or education)	<input type="checkbox"/> Preservation of a historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	
2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.	
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after July 25, 2006, and not on a historic structure listed in the National Register	2d
3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year	
4 Number of states where property subject to conservation easement is located	
5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year	
7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year	
8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.	

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.	
b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:	
(i) Revenue included on Form 990, Part VIII, line 1	\$
(ii) Assets included in Form 990, Part X	\$
2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:	
a Revenue included on Form 990, Part VIII, line 1	\$
b Assets included in Form 990, Part X	\$

**Part VII Investments - Other Securities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 12.)		

**Part VIII Investments - Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 13.)		

**Part IX Other Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.)	

**Part X Other Liabilities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.)	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII



**SCHEDULE R  
(Form 990)**

**Related Organizations and Unrelated Partnerships**

OMB No. 1545-0047

**2022**

**Open to Public Inspection**

Complete if the organization answered "Yes" on Form 990, Part IV, line 33, 34, 35b, 36, or 37.  
Attach to Form 990.

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

Department of the Treasury  
Internal Revenue Service

Name of the organization

CHEHALEM PARK FOUNDATION

Employer identification number

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**Part I Identification of Disregarded Entities.** Complete if the organization answered "Yes" on Form 990, Part IV, line 33.

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity
(1)					
(2)					
(3)					
(4)					
(5)					

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**Part II Identification of Related Tax-Exempt Organizations.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related tax-exempt organizations during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Section 512(b)(13) controlled entity?	
						Yes	No
(1) Chehalem Park & Recreation District 125 S. Elliott Road Newberg OR 97132      **-***2211		OR		6	N/A		X
(2)							
(3)							
(4)							
(5)							

**Part V Transactions With Related Organizations.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, 35b, or 36.

Note: Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

	Yes	No
<b>1</b> During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?		
<b>a</b> Receipt of (i) interest, (ii) annuities, (iii) royalties, or (iv) rent from a controlled entity		X
<b>b</b> Gift, grant, or capital contribution to related organization(s)		X
<b>c</b> Gift, grant, or capital contribution from related organization(s)		X
<b>d</b> Loans or loan guarantees to or for related organization(s)		X
<b>e</b> Loans or loan guarantees by related organization(s)		X
<b>f</b> Dividends from related organization(s)		X
<b>g</b> Sale of assets to related organization(s)		X
<b>h</b> Purchase of assets from related organization(s)		X
<b>i</b> Exchange of assets with related organization(s)		X
<b>j</b> Lease of facilities, equipment, or other assets to related organization(s)		X
<b>k</b> Lease of facilities, equipment, or other assets from related organization(s)		X
<b>l</b> Performance of services or membership or fundraising solicitations for related organization(s)		X
<b>m</b> Performance of services or membership or fundraising solicitations by related organization(s)		X
<b>n</b> Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)	X	
<b>o</b> Sharing of paid employees with related organization(s)	X	
<b>p</b> Reimbursement paid to related organization(s) for expenses		X
<b>q</b> Reimbursement paid by related organization(s) for expenses		X
<b>r</b> Other transfer of cash or property to related organization(s)		X
<b>s</b> Other transfer of cash or property from related organization(s)		X

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**2** If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

(a) Name of related organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
(1) Chehalem Park & Rec Distr.	s		General Ledger / Bank Sta
(2) Chehalem Park & Rec Distr.	r		General Ledger / Bank Sta
(3)			
(4)			
(5)			
(6)			



**Part VII**

**Supplemental Information.**

Provide additional information for responses to questions on Schedule R. See instructions.

Schedule R - Group Exemption Relationships

Selected Members of the Chehalem Park and Recreation District Board of Directors, and the Chehalem Park and Recreation District Superintendent, serve without compensation as the Chehalem Park Foundation Board of Directors.

**Federal Statements**

**Taxable Interest on Investments**

<u>Description</u>	<u>Amount</u>	<u>Unrelated Business</u>	<u>Exclusion Code</u>	<u>Postal Code</u>	<u>Acquired after 6/30/75</u>	<u>US Obs (\$ or %)</u>
U. S. Bank Checking Interest	\$				14 OR	
Total	\$					0

**Tax-Exempt Interest on Investments**

<u>Description</u>	<u>Amount</u>	<u>Unrelated Business</u>	<u>Exclusion Code</u>	<u>Postal Code</u>	<u>Acquired after 6/30/75</u>	<u>InState Muni (\$ or %)</u>
U. S. Bank Checking Interest	\$				14 OR	
Total	\$					38

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FYE: 12/31/2022

### Federal Statements

#### Schedule A, Part II - Unusual Grants

<u>Name</u>	<u>Date</u>	<u>Amount</u>	<u>Description</u>
Danny Sikkens (Vino Oregon)		\$	Special Needs Bicycle
Total		\$ <u>0</u>	

#### Schedule A, Part II, Line 1(e)

<u>Description</u>	<u>Amount</u>
General Donations Disc Golf	\$
General Donations Harn Bench	
General Donations	
Janis E. Sander Living Trust	
Cash Contribution	16,000
Raffle-Benefit Football Pgm	
CPRD	
CPRD In-Kind Support	
Raffle-Benefit Lacrosse Pgm	
CRPD	
Total	\$ <u>16,000</u>

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FYE: 12/31/2022

### Federal Statements

#### Schedule A, Part II, Line 8(e)

<u>Description</u>	<u>Amount</u>
U. S. Bank Checking Interest	\$
U. S. Bank Checking Interest	38
Total	<u>\$ 38</u>

#### Schedule A, Part II, Line 10(e)

<u>Description</u>	<u>Amount</u>
Bank Adjustment	\$
CPRD Bizarre Sponsor	
CPRD Bounce House	
CPRD Mem Tree	
CPRD Plantings	
CPRD Pool	
CPRD Pool Park	
CPRD Sports Baseball	
CPRD Sports Lacrosse	
CPRD Sports TVYFL	272
CPRD Sports Disc Golf	
CPRD PK/Care	
CPRD Harn Bench	
CPRD Sampson Memorial	450
CPRD Sander Estate	
CPRD Scholarship Program	
CPRD Tech Soup Support	1,200
CPRD Yamhellas Trail	
CPRD Admin Support	
Rounding Adjustment	
Raffle-Benefit Football Pgm	7,590
Raffle-Benefit Lacrosse Pgm	
Total	<u>\$ 9,512</u>

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Form <b>990</b>	<b>Two Year Comparison Report</b>	<b>2021 &amp; 2022</b>
For calendar year 2022, or tax year beginning _____ ending _____		

Name \_\_\_\_\_ Taxpayer Identification Number \_\_\_\_\_

CHEHALEM PARK FOUNDATION

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		2021	2022	Differences
<b>Revenue</b>	1. Contributions, gifts, grants	76,000	16,000	-60,000
	2. Membership dues and assessments			
	3. Government contributions and grants			
	4. Program service revenue	15,558	1,922	-13,636
	5. Investment income	15	38	23
	6. Proceeds from tax exempt bonds			
	7. Net gain or (loss) from sale of assets other than inventory			
	8. Net income or (loss) from fundraising events			
	9. Net income or (loss) from gaming	2,711	7,590	4,879
	10. Net gain or (loss) on sales of inventory			
	11. Other revenue			
	<b>12. Total revenue. Add lines 1 through 11</b>	<b>94,284</b>	<b>25,550</b>	<b>-68,734</b>
<b>Expenses</b>	13. Grants and similar amounts paid		485	485
	14. Benefits paid to or for members			
	15. Compensation of officers, directors, trustees, etc.			
	16. Salaries, other compensation, and employee benefits			
	17. Professional fundraising fees			
	18. Other professional fees	150	5,640	5,490
	19. Occupancy, rent, utilities, and maintenance			
	20. Depreciation and Depletion			
	21. Other expenses	93,802	18,572	-75,230
	<b>22. Total expenses. Add lines 13 through 21</b>	<b>93,952</b>	<b>24,697</b>	<b>-69,255</b>
	<b>23. Excess or (Deficit). Subtract line 22 from line 12</b>	<b>332</b>	<b>853</b>	<b>521</b>
<b>Other Information</b>	24. Total exempt revenue	94,284	25,550	-68,734
	25. Total unrelated revenue			
	26. Total excludable revenue	18,284	9,550	-8,734
	27. Total assets	297,276	298,129	853
	28. Total liabilities			
	29. Retained earnings	297,276	298,129	853
	30. Number of voting members of governing body	5	5	
	31. Number of independent voting members of governing body	0	0	
	32. Number of employees	0	0	
	33. Number of volunteers			

Form **CT-12**  
**For Oregon Charities**  
 For Accounting Periods Beginning In:  
**2022**

**Charitable Activities Section**  
**Oregon Department of Justice**

100 SW Market Street  
 Portland, OR 97201-5702  
 Email: charitable@doj.state.or.us  
 Website: https://www.doj.state.or.us

VOICE (971) 673-1880  
 TTY (800) 735-2900  
 FAX (971) 673-1882

You can now file reports and pay by credit card using our online form at  
<https://justice.oregon.gov/paymentportal/Account/Login>

**Line-by-line instructions for completing the annual report form can be found on our website.**

**Section I. General Information**

1. Registration #: 38864

Chehalem Park Foundation  
 125 S. Elliott Road  
 Newberg, Oregon 97132

Phone: (503) 537-2909 FAX: (503) 539-9669  
 Period Beginning: 1/1/2022 Period Ending: 12/31/2022

Cross Through Incorrect Items and Correct Here:  
 (See instructions for change of name or accounting period.)

Registration #:  
 Organization Name:  
 Address:  
 City, State, Zip:  
 Phone: Fax: Amended Report?  
 Email:  
 Period Beginning: / / Period Ending: / /

2. Did a certified public accountant audit your financial records? - If yes, attach a copy of the auditor's report, financial statements, accompanying notes, schedules, or other documents supplementing the report or financial statements.  Yes  No
3. Is the organization a party to a contract with a fundraising firm that relates to solicitations in Oregon? If yes, check the type of solicitations:  in-person;  direct mail;  advertising;  vending machine;  telephone; or  other solicitations. If yes, also write the name of the fundraising firm(s) here: \_\_\_\_\_ (If you checked "other solicitations", attach an explanation.)  Yes  No
4. Has the organization or any of its officers, directors, trustees, or key employees ever signed a voluntary agreement with any government agency or been a party to legal action in any court or administrative agency regarding charitable solicitation, administration, management, or fiduciary practices? If yes, attach explanation of each such agreement or action. See instructions.  Yes  No
5. During this reporting period, did the organization amend its articles of incorporation, bylaws, or trust documents, OR did the organization receive a determination or revocation letter from the Internal Revenue Service relating to its tax-exempt status? If yes, attach a copy of the amended document or letter.  Yes  No
6. Is the organization ceasing operations and is this the final report? (If yes, see instructions on how to close your registration.)  Yes  No
7. Provide contact information for the person responsible for retaining the organization's records.

Name	Position	Phone	Mailing Address & Email Address
Heidi Smith	Administrative Coordinator	(503) 554-0283	125 S. Elliott Road Newberg, OR 97132 hsmith@cprdnewberg.org

8. List of Officers, Directors, Trustees and Key Employees - List each person who held one of these positions at any time during the year even if they did not receive compensation. Attach additional sheets if necessary. If an attached IRS form includes substantially the same compensation information, the phrase "See IRS Form" may be entered in lieu of completing this section. (Oregon law requires a minimum of three directors for nonprofit public benefit corporations.)

(A) Name, mailing address, daytime phone number and email address	(B) Title & average weekly hours devoted to position	(C) Compensation (enter \$0 if position unpaid)
Name: See Attached Address: _____ Phone: ( ) _____ Email: _____		
Name: _____ Address: _____ Phone: ( ) _____ Email: _____		
Name: _____ Address: _____ Phone: ( ) _____ Email: _____		

Form Continued on Reverse Side

## List of Officers, Directors, Trustees and Key Employees

Name, mailing address daytime phone # and email address	Title Hrs/Wk	Compensation
Don Loving 125 S. Elliott Rd, Newberg, OR 97132 (503) 554-0283 N/A	President .0625	\$ 0.00
Jim McMaster 125 S. Elliott Rd, Newberg, OR 97132 (503) 554-0283	Vice President .0625	\$ 0.00
Gayle Bizeau 125 S. Elliott Rd, Newberg, OR 97132 (503) 554-0283 N/A	Secretary/Treasurer .0625	\$ 0.00
Bart Rierson 125 S. Elliott Rd, Newberg, OR 97132 (503) 554-0283 N/A	Director .0625	\$ 0.00
Lisa Rogers 125 S. Elliott Rd, Newberg, OR 97132 (503) 554-0283 N/A	Director .0625	\$ 0.00
Don Clements 125 S. Elliott Rd, Newberg, OR 97132 (503) 554-0283 <a href="mailto:dclements@cprdnewberg.org">dclements@cprdnewberg.org</a>	Superintendent .1250	\$ 0.00

## How to Contact the Charitable Activities Section

To obtain blank forms, mailed instructions, technical assistance or information about a charitable organization, contact the Charitable Activities Section or visit our website at:

Charitable Activities Section  
Oregon Department of Justice  
100 SW Market Street  
Portland, OR 97201-5702  
Phone: (971)673-1880  
TTY: (800)735-2900  
Fax: (971)673-1882  
Email: [charitable@doj.state.or.us](mailto:charitable@doj.state.or.us)  
Website: <https://www.doj.state.or.us>

## Where to File

Send completed forms and corresponding fees to the above address. Do not send cash.

# Line Instructions

## Section I.

### General Information

#### 1. Missing or Incorrect Information

The Charitable Activities Section sends a form preprinted with name, address, contact information and registration number to all registered organizations. If the organization is returning one of these preprinted forms, provide any missing or corrected information. If the organization is completing a blank form, provide the requested information in this section.

#### Name Changes

If applicable, write the organization's new legal name. Attach a copy of the filed amended articles of incorporation or trust document that changed the organization's name.

#### Address, Email, and Phone Number Changes

If applicable, write the new address where mail for the organization should be directed in the future. If applicable, write the new daytime phone number, fax number and email address for the organization.

#### Accounting Year Changes

If applicable, write the organization's new or short reporting period. Preprinted forms are based upon the accounting period we have on record for the organization. If the organization has changed its fiscal year or is filing a final report for a period less than 12 months, the shortened period covered by the report must be noted here. If the organization is filing a final

report, also see the instructions for line 6 for closing requirements.

**Short Year Report**—If the organization is filing a shortened report due to a change in fiscal year, see the instructions for line 13 for calculation of prorated Net Assets or Fund Balances fee.

#### Amended Reports

If amending previously submitted information for the same accounting period, check the amended report box. Either complete a blank form that includes the amended information or provide a copy of the previously submitted form that clearly shows what information is being amended. Submit any additional fee due with the amended report.

#### 2. Independent Audit

Check yes if the organization had an independent audit of its financial records performed by a certified public accountant. **Attach a copy of the auditor's report, the financial statements, the accompanying notes, schedules, or other documents supplementing the report or financial statements.** Do not submit copies that are professionally bound. If the audit has not been completed prior to the report due date, please note that and the estimated completion date on the CT-12.

#### 3. Fundraising Contracts

Check yes if the organization entered into a contract with a fundraising firm that relates to solicitations in Oregon, including in-person, direct mail, advertising, vending machine, telephone, or other solicitations made in Oregon. Check the type(s) of campaign to which the contract(s) relates and write the name(s) of the fundraising firm(s) in the space provided. If you checked "other solicitations" as the type of campaign, attach an explanation.

#### 4. Disclosure of Legal Action

Check yes if the organization or any of its officers, directors, trustees or key employees ever signed a voluntary agreement with any government agency, such as a state attorney general, secretary of state, or local district attorney, or been a party to legal action in any court or administrative agency regarding charitable solicitation, administration, management, or fiduciary practices. This includes assurances of voluntary compliance or discontinuance involving the organization or any other proceeding in which the organization or any current officer, director, trustee, or key employee is subject to any injunction, order, or pending action relating to the solicitation of contributions, or administration of charitable assets. **Attach a written explanation of each such action or agreement, including the agency involved and the allegations. Also, attach a copy of any agreements or actions that occurred in the current reporting period.**

#### 5. Amendments to Articles of Incorporation, Bylaws, Trust Documents, or Tax-Exempt Status

Check yes if during the reporting period the organization amended its articles, bylaws, or trust documents, or if the IRS issued a new tax-exempt status ruling for the organization, including revocation.

**Important Note**—Attach copies of amendments to articles of incorporation bearing the Secretary of State's file stamp, signed and dated copies of amended bylaws, amended trust documents, and/or IRS determination letters.

#### 6. Final Report

Check yes if this is the final report for the organization.

If the organization is dissolving, the Charitable Activities Section must be notified in writing 30 days prior to the dissolution or the distribution of the organization's assets. This notification may be done either through a letter or submission of a completed Closing Form which can be obtained by contacting the Charitable Activities Section or from our website. Notification must include the disposition of assets including the name, address, phone number, and contact person of each organization that will receive any remaining assets and the amount of the assets involved or a copy of the minutes of the board meeting that approved the dissolution containing the same information.

If the organization is filing a final report for a reason other than a dissolution, such as the discontinuance of soliciting contributions, holding assets or conducting charitable activities in Oregon, there are similar notification requirements.

If the organization is a trust and is filing a final report for any reason, the Charitable Activities Section should be contacted for specific instructions and requirements related to closing procedures.

A final report must reflect the financial transactions of the charitable organization from the day after the close of its last accounting period to the date of the disposition of all remaining assets.

**Important Note**—Dissolving corporations must submit a copy of any articles of dissolution filed with the Corporation Division in addition to the information required above. If articles of dissolution have not been filed, then the anticipated date of dissolution must be provided.

**Important Note**—The organization must submit this information even if the distribution of assets has already occurred.



**Important Note—**You should not include any cash, bank accounts, stock holdings, investment accounts, or other liquid assets in Line 12. Line 12 should only include fixed assets that are used for charitable purposes, such as land, buildings, or equipment that are used directly for charitable purposes.

The following instructions provide guidance on how to calculate Net Fixed Assets, where the amount may be located on the organization's IRS return, and whether that amount should be adjusted to include only those fixed assets used for charitable purposes.

The Charitable Activities Section defines "Net Fixed Assets" as the organization's book value (cost or other basis less any accumulated depreciation) of all owned land, buildings, or equipment, that are used directly for charitable purposes. For example, if the charity owns and operates a museum, the building that houses the museum is a net fixed asset. However, undeveloped land, a building owned and used for rental income, or any other fixed asset used for investment purposes should not be included in Line 12. Accordingly, the net fixed assets used for charitable purposes on Line 12 may be less than the organization's total net fixed assets.

If the organization completed one of the following IRS Forms for this reporting period and all its Net Fixed Assets are held for use in conducting charitable activities, the figure should come from the line number listed:

- IRS Form 990, Part X, line 10c
- IRS Form 990-EZ, Part II, line 23B and/or 24B to the extent 24B includes equipment or similar assets used for charitable programs.
- IRS Form 990-PF, Part II, line 14b

If the organization was not required to complete one of these IRS Forms, or filed an IRS Form 990-N, this figure will need to be calculated from the organization's accounting records, but the 990/990EZ can be used as worksheets to determine the amount to report.

### 13. Amount Subject to Net Assets or Fund Balances Fee

Subtract line 12 from line 11. If the result is less than \$50,000 enter \$0 on line 13. If the result is more than \$20,000,000 enter \$20,000,000.

Example #1

line 11	\$ 100,000	
line 12	(25,000)	
	75,000	
line 13		\$ 75,000

Example #2

line 11	\$ 100,000	
line 12	(80,000)	
	20,000	
line 13		\$ 0

**Important Note—**If the organization is filing a short report of less than one year due to a change in accounting periods, the amount entered on

line 13 should be prorated by the number of months covered by the report. To determine the prorated amount, divide the amount determined above by 12 and multiply by the number of months covered by the short report. No similar proration should be made if the short report is due to the initial or final reporting period.

### 14. Net Assets or Fund Balances Fee

Multiply the amount subject to a Net Assets or Fund Balances fee from line 13 by .0001 and enter this figure on line 14. Round to the nearest whole dollar. If the result is less than \$5 enter \$0. If the amount is more than \$2,000 enter \$2,000.

### 15. Late Fees

If the report is not filed or the fee is not paid by the due date (or the extended due date), an initial late fee of \$20 will be due. If the report or payment remains outstanding more than 13 months past the end of the fiscal year covered by the report, the late fee will increase to \$50. If the delinquency is not corrected within 16 months of the end of the fiscal year covered by the report, the late fee increases to \$100.

Late Fee Schedule

Fiscal Year End Dates	Late Report Received Before This Date	Late Report Received Between These Dates	Late Report Received After This Date
<b>Late Fee:</b>	<b>\$20</b>	<b>\$50</b>	<b>\$100</b>
12/31/22	2/1/24	2/1/24-4/30/24	4/30/24
1/31/23	3/1/24	3/1/24-5/31/24	5/31/24
2/28/23	4/1/24	4/1/24-6/30/24	6/30/24
3/31/23	5/1/24	5/1/24-7/31/24	7/31/24
4/30/23	6/1/24	6/1/24-8/31/24	8/31/24
5/31/23	7/1/24	7/1/24-9/30/24	9/30/24
6/30/23	8/1/24	8/1/24-10/31/24	10/31/24
7/31/23	9/1/24	9/1/24-11/30/24	11/30/24
8/31/23	10/1/24	10/1/24-12/31/24	12/31/24
9/30/23	11/1/24	11/1/24-1/31/25	1/31/25
10/31/23	12/1/24	12/1/24-2/28/25	2/28/25
11/30/23	1/1/25	1/1/25-3/31/25	3/31/25

The above late fees apply automatically and cannot be waived. The Department has the authority to obtain additional civil penalties against the organization and its officers and directors or take other administrative action in connection with the failure to file timely and complete reports.

### 16. Total Amount Due

Add lines 10, 14, and 15. This is the total amount due. Make check or money order payable to the "Oregon Department of Justice". Do not send cash. Mail payment together with the report to:

Charitable Activities Section  
Oregon Department of Justice  
100 SW Market Street  
Portland, Oregon 97201-5702

**Important Note—**Indicate on the check the organization's 4 or 5-digit Oregon Department of Justice registration number. The registration number is located on line 1 of the preprinted Form CT-12 or can be obtained by contacting the Charitable Activities Section or looking up the charity on our website at <https://justice.oregon.gov/Charities>.

### 17. IRS Forms, Schedules, and Attachments

All organizations must attach a complete copy of all forms, supporting schedules, and attachments filed with the IRS, except publicly-supported charities are not required to attach Schedule B, Listing of Contributors.

Even if your organization is not required to file a Form 990, 990-EZ, or 990-PF with the IRS, if the organization's revenues or net assets exceed certain thresholds, it may be required to complete one of these forms for Oregon purposes to meet the Charitable Activities Section's filing requirements.

In general, if your organization's total revenues are at least \$50,000, or its assets are more than \$100,000, you may be asked to complete a 990-EZ or 990 for Oregon purposes only. If the organization has not filed the form with the IRS, it should note on the form that it is for Oregon purposes only.

Additional instructions are provided below for 990-N filers and for organizations that do not file any type of 990 with the IRS.

**For 990-N Filers—**If your organization does not complete an IRS Form 990 or 990-EZ because it files an IRS form 990-N, the Charitable Activities Section will consider suspending the requirement to file a Form 990 or 990-EZ for Oregon purposes upon request.

If the organization files an IRS Form 990-N because its gross receipts are normally \$50,000 or less, but its assets are more than \$100,000, please contact this office in writing if you would like the Charitable Activities Section to consider suspending the requirement to file an IRS Form 990 or 990-EZ for Oregon purposes. The amount of assets in excess of \$100,000 is material to consideration of suspension requests. Please include a balance sheet or similar statement listing your assets to expedite review of your request.

# Contact the Following Agencies for Assistance

## Charitable Activities Section

Oregon Department of Justice  
100 SW Market Street  
Portland, Oregon 97201-5702  
Phone: (971)673-1880  
TTY: (800)735-2900  
Fax: (971)673-1882  
Email: [charitable@doj.state.or.us](mailto:charitable@doj.state.or.us)  
Website: <https://www.doj.state.or.us>

### Issues

- Questions about annual reports for charitable organizations-Forms CT-12, CT-12F, and CT-12S
- Registration of charitable organizations and trusts
- Merging nonprofit organizations
- Dissolving nonprofit organizations
- Reporting illegal activity by nonprofit organizations
- Serving as a board member of a nonprofit organization
- Information about charitable organizations and copies of annual reports
- Questions about raffles and other charitable gaming

### Forms

- RF-C, Registration Form for Charitable Organizations
- RF-T, Registration Form for Trusts
- CT-12, Annual Report Form for Oregon Charities
- CT-12F, Annual Report Form for Foreign Charities
- CT-12S, Annual Report Form for Split-Interest Trusts
- Closing Form

### Publications

- Oregon Wise Giving Guide
- A Guide to Non-Profit Board Service in Oregon

### Oregon Revised Statutes

- Chapter #65, Nonprofit Corporations
- Chapter #128, Trusts; Charitable Activities
- Chapter #130, Uniform Trust Code
- Chapter #464, Charitable Gaming
- Chapter #646, Trade Practices & Antitrust Regulation

### Oregon Administrative Rules

- Chapter #137-010-0005 *et seq.*

## Internal Revenue Service

Phone: (877)829-5500  
Website: <https://www.irs.gov/charities-and-nonprofits>

### Issues

- Obtaining federal tax identification number or federal tax-exempt status
- Completing federal tax forms

### Forms

- 990, Return of Organization Exempt From Income Tax
- 990-EZ, Short Form - Return of Organization Exempt From Income Tax
- 990-PF, Return of Private Foundation
- 990-T, Exempt Organization Business Income Tax Return
- 1023/1023-EZ, Application for Recognition of Exemption Under §501(c)(3)
- 1024, Application for Recognition of Exemption Under §501(a)
- 1041, U.S. Income Tax Return for Estates and Trusts
- 1041-A, U.S. Information Return - Trust Accumulation of Charitable Amounts
- 1128, Application to Adopt, Change, or Retain a Tax Year
- 4720, Return of Certain Excise Taxes on Charities and Other Persons
- 5227, Split-Interest Trust Return
- 5768, Election/Revocation of Election by an Eligible Section 501(c)(3) Organization to Make Expenditures to Influence Legislation
- 8822, Change of Address
- 8868, Application for Extension of Time to File an Exempt Organization Return
- 8976, Notice of Intent to Operate Under Section 501(c)(4)

### Publications

- Pub. 526, Charitable Contributions
- Pub. 538, Accounting Periods and Methods
- Pub. 557, Tax-Exempt Status for Your Organization
- Pub. 583, Starting a Business and Keeping Records
- Pub. 598, Tax on Unrelated Business Income of Exempt Organizations
- Pub. 3079, Gaming Publication for Tax-Exempt Organizations
- Pub. 4220, Applying for 501(c)(3) Tax-Exempt Status
- Pub. 4221, Compliance Guide for 501(c)(3) Organizations

## Oregon Secretary of State Corporation Division

Public Service Building  
255 Capitol Street NE, Suite 151  
Salem, OR 97310-1327  
Phone: (503)986-2200  
Website: <https://sos.oregon.gov/business/Pages/default.aspx>

### Issues

- Forming a new corporation
- Merging nonprofit corporations
- Dissolving nonprofit corporations
- Amending articles of incorporation
- Obtaining copies of filed articles of incorporation and amendments

### Forms

- Articles of Incorporation
- Assumed Business Name Registration
- Articles of Amendment
- Restated Articles
- Articles of Dissolution
- Revocation of Dissolution
- Application for Authority to Transact Business

### Publications

- Oregon Business Guide

## Oregon Department of Revenue

Revenue Building  
955 Center St. NE  
Salem, OR 97301-2555  
Phone: (503)378-4988 and (800)356-4222  
Website: <https://www.oregon.gov/DOR>

### Issues

- State taxation and filing requirements

### Forms

- 20, Oregon Corporation Excise Tax Return
- 41, Oregon Fiduciary Income Tax Return

## State of Oregon

Website: <https://www.oregon.gov>