

# MEETING MINUTES

CHEHALEM CLUBHOUSE COMMITTEE

IN

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Date: 7/15/24  
Time: 5:00 PM  
Meeting called to order by: Kat

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## ATTENDANCE

See Inaugural Meeting Agenda for Roll Call list of committee members, board and staff liaisons

## APPROVAL OF MINUTES

NA – This was inaugural meeting; no minutes to approve

## DISCUSSION OF AGENDA

- Board liaison (?) requested signed committee volunteer policy agreements and signed rules forms
  - Clarification of the terms of volunteers (2 years vs 3). It was determined 2 years on the latest signatory form was correct.
- Confirmation that applications are open until 8/16 to add additional committee member to have odd number (2 applications received thus far).
- Review of the Purpose of the Committee – “to provide recommendations to the Board of Directors regarding the new construction of a clubhouse at the golf course”. This was again reiterated when Chairman was named.

## ELECTION OF OFFICERS

- Chairman - Bob Travers nominated; seconded; and approved without discussion
- Vice Chairman – Tom Sheridan nominated; seconded; and approved without discussion
- Secretary – Jeff Dillon nominated; seconded; and approved without discussion

## DISCUSSION OF TOPICS:

- Do we need community support from the committee for the clubhouse and 9 holes
  - Bob mentioned he had over 300 signed petitions in support of a clubhouse
  - Jason Fields mentions he would like for this to become a “destination spot” with a ballroom, restaurant, spot to hangout; potential to work with The Allison.
    - Motion to adjourn was made at 3:15 p.m. and was passed unanimously. What is the financial viability of this project – feasibility study?
    - There was a lot of hard work done on the Aquatic Center and it is now paying for itself.
- Discussion of establishing a mission statement and what is expected by the Board?
  - Dennis Lewis – could we put together a RFP for a private/public collaborations?
    - There is a potential private entity could help manage
    - Would love to have it be a tax free venture

- How long has this discussion been going on – Jeff Dillon question
  - Approximately 2-3 years
  - 1<sup>st</sup> phase – 9 holes; 2<sup>nd</sup> phase – 2<sup>nd</sup> 9; 3<sup>rd</sup> phase - clubhouse, etc.
  - Bob – “We’re here because Don approved the concept”
- Architecture firm
  - Board – we need to have a minimum of 2 RFPs from firms
  - Dennis – is it feasible to visit other clubhouses to see what they have done?
  - Jim – discusses Warm Springs Golf Course and the Parks & Rec of Idaho
    - Built in 1974 - similar to Chehalem; has a large biking community
    - Approx. \$3M to start and \$9M to finish
- Who Uses the Golf course – question for Kellan
  - Kellan – 50/50 resident/non resident
    - Come from Portland, Salem, Vancouver, and local
    - Tournaments Avg. 12-15/yr.
      - Kellan believes this # could double if there was an expansion
    - Participation has held steady since COVID (was up 35% during)
      - Similar expected to continue
- Potential 3<sup>rd</sup> 9 course:
  - Would go in tandem with the clubhouse
  - “If you build it, they will come”
- Hospitality Component – what else do we have in the area to go in tandem with?
- Phasing
  - Bob – would phasing be an option? Or, is it the 3<sup>rd</sup> 9 or the clubhouse
    - Told by Don that the land was plotted for the clubhouse
      - It is in Yamhill County and not the city
    - Don said collateral would be there after 2 years
      - Kellan – 1<sup>st</sup> 9 paid off this year; back 9 next year (2025).
- Renditions of clubhouse – from 2 years ago
  - Renderings were passed around for committee members to review
- Objectives & Challenges:
  - We will not discuss the size of the clubhouse at this point
  - Cart facility – where would extra carts be stored now?
    - Kellan – potential mess if clubhouse is away from 1<sup>st</sup> tee
      - 1 employee currently opens
  - Dennis – there was extensive travel done when creating the Cultural Center
    - Priceless knowledge and couples with what the community wanted.
- Mission Statement – is there anything the Board is looking for?
  - This will be primary objective moving forward.
- Community Meeting
  - Question to the Board – what do we need to call one?
  - We can work with Chehalem staff to help organize
  - Suggestion to wait until committee has additional 1-2 members
  - It will probably be more of a regional meeting since the impact reaches beyond the immediate area.
- Email Database
  - Joe Fischer (Zoom) – perhaps use the Chehalem Glenn email database
    - Send an email blast to email list and solicit comments
      - What might they like to see with this project?
      - What would the golfers like to see?
- Questions posed to Kellan as head pro (7 years in) and to CPRD:
  - Would it be beneficial to hear from the staff?
  - What has the staff done up until now – proposals, planning, ideas, etc.?
  - Can we put these questions from staff as part of the next meeting?
  - Discussion of having Don come to the next meeting
- Naming clubhouse/fundraising
  - Possibility of naming the clubhouse after Don Clemens
    - Bob discussed with Don – if anything, he would prefer a wall of appreciation.
  - Possible donations for the community to buy a small plaque as support
  - Clarification needed if we can phase in projects
    - Board – if we do one, we will do the other
    - Bob’s estimates would be \$3-5M for 9 hole course
      - Irrigation, moving of land, etc.
- Potential impact to revenue with new course

- Kellan - \$200K taken away In food/beverage income if concessions are privatized.
- Discussion of next meeting/agenda:
  - Staff presentation of history of clubhouse, 3<sup>rd</sup> 9, etc.
  - What is the mission of the clubhouse committee?
  - We will meet publicly at Chehalem admin building
    - They will provide staff support
    - Committee can potentially travel to other clubhouses - no decisions can be made
      - Meeting with contractors – okay, as long as there is not a quorum .

## **NEXT MEETING**

- Next meeting will be held on the 21<sup>st</sup> of August 2024
- Motion to adjourn was made unanimously approved.