



Yamhill County Parks & Recreation Advisory Board – Meeting Minutes

Date: April 26, 2023

Location: Public Works, Lafayette Avenue, McMinnville

Board members: Carla Chambers, Glenn Cloyd, Christy Cooke (via phone), Jim Culbert (Chair), Tim Duerfeldt, Mike Firestone, Neyssa Hays (Secretary), Celine Hall, Steve Harloff, Celine McCarthy, Rob Molzahn,

Staff: Travis Pease, Mark Lago, Commissioner Kit Johnston (parks liaison), Commissioner Lindsay Berschauer

Visitors: Nicole Montesano, (News Register, by phone), Bill Bordeaux, James Bush, Nick Chasuk (Yamhill Soil and Water Conservation District [YSWCD] Board member), Kristen Hay, Caralee Johnston, Amy Karshner, Liz Stein, Tom Simpson

5:00 pm A social half-hour was organized to welcome new Parks Board members.

5:28 pm Meeting called to order. Introductions by all attendees were made. Visitors were invited to participate in board discussion, and notified that time would be offered at the end of the meeting should anyone wish to make comments.

A. Review Meeting Agenda – No changes.

B. March 15th Parks Board Meeting Minutes were unanimously approved.

C. New Parks Board Member Onboarding

Mark and Travis led an overhead-supported presentation covering a brief history of the Parks Division, current Parks Division operations and budget, and offered a suggested timeline for initiating a parks master planning process. The overheads are being incorporated by reference, and are attached.

D. Old Business

● **Summer Parks Quest**

- Commissioner Johnston presented the current draft of the Parks Quest passport, which he and his wife put together. He asked if one page could be designated for thanking donors, but no one volunteered to contact donors on short notice, so this proposal was dropped. He also reported that all of the local libraries have agreed to distribute passports..

- Since there is one remaining blank page in the passport, it was recommended that an image of kids having fun in a park be added there, and this was approved.
- Commissioner Johnston recommended that we use U-Printing to save money on printing the passports, but they have not yet been contacted for a specific cost estimate. Print Northwest is local (keeps money in local hands) but probably more expensive. The timeframe required for printing by both companies would be roughly the same, but the U-Printing passports would have to be mailed to us, which might affect our desired delivery date on or before May 17. After discussion, the Board unanimously approved spending \$1287 for Print Northwest.
- There was also discussion on passport distribution. Passports will be free at distributors and will also be available on the County Parks website for download. Commissioner Berschauer volunteered to add a QR code to advertising materials to access the passport.

E. New Business

● Crabtree Park Update

- Travis provided a brief history: The property was donated to the county in 1968 for public park purposes, and almost immediately leased to the Chehalem Parks and Recreation District (CPRD), which subsequently developed the property. The lease was for 25 years, was renewed again for an additional 25 years, and recently expired without renewal. County counsel has determined that CPRD can continue to manage the park on a month to month basis. The primary issue currently is a failing culvert for Hess Creek under Knudsen Road, which also provides access to the park. There is no easement for county park access, and the Knudsen Vineyard owner wants the county and/or CPRD to help repair the failing culvert and also share in future maintenance in exchange for granting the easement. CPRD has determined that because Hess Creek is a fish stream, the estimated cost to replace the culvert will be much greater than anticipated, and is currently estimated to be a bit more than \$203,000. One additional issue is the Chehalem Sportsman's Club's agreement with CPRD to access their adjoining property to the south through the park, but they also do not have legal access.
- It was suggested that County Public Works take another look at the culvert replacement to determine if the estimated culvert replacement cost is reasonable.
- Four options were presented for the Parks Board's consideration:
 - Yamhill County terminates the lease with CPRD and replaces the culvert. The money would have to be found for culvert replacement. A road

maintenance agreement and easement would need to be worked out with Knudsen Vineyards.

- Yamhill County renews the lease with CRPD and may or may not split the cost with them for culvert replacement. CPRD would pursue culvert replacement and acquiring a road easement and road maintenance agreement. In the past CPRD has indicated it would not agree to a new lease without obtaining a road easement from Knudsen Vineyards.
- Donate Crabtree Park to CPRD. It has been determined by county counsel that property ownership can be transferred.
- Sell Crabtree to CPRD and invest the funds in other county parks. It is thought that this would not be agreed to by CPRD because they have already invested by developing all the park facilities, and would also have to cover the culvert replacement as well.

These options have not been fully discussed with CPRD. County Public Works will gather more information on the cost of the repairs and Travis will approach CPRD with ideas and report their response.

- **Social Media – Nextdoor Account** – skipped due to a lack of time for the necessary discussion.
- **Whiteson Property Visit** – Travis will suggest a couple of dates and send out an email notice so those interested can respond.

Time was offered to the two remaining visitors for comments, and Nick Chasuk offered to help with grant writing (to other sources of funds that the county can't apply for) and experience with becoming a land trust. Public works has worked with YSWCD in the past for planting.

Board member Carla Chambers volunteered to coordinate with Travis for creating Facebook posts.

6:56 pm Adjournment

Attachments

New Member Onboarding Overhead Presentation