

CLATSKANIE PARK & RECREATION DISTRICT

REGULAR MEETING MINUTES

February 22, 2024 (original meeting date of the 15th canceled due to no quorum)

The regular meeting of the Clatskanie Park & Recreation District was called to order by Brian Guinther, Vice Board Chair, at 6:00pm, on Thursday, February 22, 2024, at the Clatskanie Library, 11 Lillich St, Clatskanie, OR.

Roll Call of Board Members: Roger Jolma, Casey Twining, Glenn Raschke and Brian Guinther

Board member(s) absent: Andrew Mustola

Virtual Attendees: None

Interim Pool manager – **Present**

Cyndi Warren, District Bookkeeper & Operations Manager – **Present**

Park Maintenance Foreman, Bill Ulin - **Present**

VISITORS

Karen Marx – Pickle Ball/Sport Court Grant Update

Karen provided the board with the results of the community survey.

The grant will fund 80%, with 20% coming from community support. Total estimated cost will be \$200k.

There will be 18 inches of base compacted and then covered with asphalt.

The grant must be submitted by April 1st and a decision will be made in September and then provided the weather is good, the work could begin in September or October.

Karen is asking for a letter of support from the Park and Recreation District. Cyndi will write something up on behalf of the board. As stated previously, the support from the park district aligns with the City's as this is their property.

Sierra Trass – Clatskanie Chamber Accessibility Project

Sierra is here to update the board on this project and ask if the park had any use for the concrete planters and garbage cans that are currently in the downtown area.

The paving around the park restrooms for better accessibility should begin this Spring or maybe Summer; the park just asked that they work with Cyndi with regards to the park calendar and possible events in the park, to prevent any conflicts.

EXECUTIVE SESSION – ORS 192.660(2)(a) to consider employment of a public officer, employee, staff member or individual agent.

None

BOARD BUSINESS:

SDAO Annual Conference is in Seaside this year (2024) and the dates are February 8-11.

Directors Raschke and Cyndi Warren attended.

Director Raschke stated that he has applied for the .gov email address and there is a 20-day waiting period.

Cyndi will investigate a policy regarding emails.

Cyndi is working with the attorney(s) for the district on the IGA's for the Raymond Carver memorial with the Library District. There should be a draft for both entities to review at the March meetings.

Cascade Tissue is asking for refund credit on their property taxes, the financial impact to the district, if granted, could be approximately \$5,137.49.

REGULAR BUSINESS:

Director Raschke made a motion to approve December and January's meeting minutes as presented and Director Jolma seconded; all in favor.
Director Jolma made a motion and Director Guinther seconded that the bills be paid; all in favor.

REPORTS/OLD BUSINESS:

• Pool – Cyndi

General Pool Operations & Recreation Report

- Sessions should be starting on the men's locker room next week.
- Anderson will be on April 15th to get the pool operational for the season.
- Cyndi will start working on getting the lifeguards hired for the season over the next couple of months.
- Cyndi will be meeting with the assistant manager and a possible pool manager next month.
- A copy of the facilities use agreement with Clatskanie Little League has been provided for the board's review.

• Park – Cyndi

Park Operations

Bill sought and received several quotes to replace the roofing on the gazebo and the small picnic structure by the log cabin. This project will come out of the City line item in our budget and will not be scheduled until July or August for the 24/25 budget cycle. The board decided to table this discussion until March and further information could be gathered.

An updated quote in the amount of \$6,555 for a John Deere X390 mower with a 48 in deck from Clatsop County Lawn was received by Bill. After some discussion, Bill was asked to reach out to other nearby John Deere dealers for more quotes.

We received quotes from Leland Enterprises (the District's camera person) one quote was for the replacement of the stolen DVR (only) in the amount of \$1,916.75. The second included the new DVR and 6 new cameras, this amount was \$2,987.88; Darrel suggested that with the aging cameras and a new DVR the compatibility could create issues, so replacing the 6 cameras at the same time of the DVR would be the best option.

Director Guinther made a motion and Director Raschke seconded the district purchase the new DVR and 6 new cameras at a cost of \$2,987.88, all in favor.

Monthly Safety Inspections

February inspections will be completed next week.

The maintenance of the tennis courts needs to be a priority; keeping the cracks cleaned up and keeping the surface free of moss and algae to prevent slip hazards.

NEW BUSINESS/UPDATES: See Also Pool, Park and Board Business

DISTRICT MANAGER'S REPORT:

An updated Pool Manager job description was presented to the board for approval. It was approved with a minor change.

BOARD REPORTS:

- Director Jolma – There is a new glass recycling bin.
- Director Raschke – No comment
- Director Mustola – Absent
- Director Guinther – No comment
- Director Twining – She will work on a draft of the public survey for the board to review.

The meeting was adjourned at 7:35pm.

The next regularly scheduled meeting will be held on Thursday, March 21, 2024.

Approved By: _____ Date: _____

District Mission Statement

'To plan, develop and maintain recreational facilities, as well as support programs for the benefit of our community.'