

**Greater Toledo Pool Recreation District**  
**Board of Directors Regular Meeting and Budget Hearing Minutes**  
**June 10, 2024, 6:00 p.m.**  
**Toledo Library Meeting Room**  
**173 NW 7<sup>th</sup> Street, Toledo OR, 97391**

**1. Call to Order:** Meeting was called to order by Peter Vince at 6:04pm.

**2. Public Hearing:**

**Roll Call: Directors Present:** Peter Vince, Kay Chambers and Rachael Wallace

**Directors Excused:** Roy Kinion and Amanda Hockema

**Staff Present:** Hal Wallace, Pool Director/Budget Officer

**Other:** Deb Hite, Recorder; Samantha Plummer and Gema Larson, CCL

**Budget Committee Members Present:** Jim Chambers, Ron Manning, Marilyn Manning

**Budget Committee Members Absent:** Susan Lockler, Robin Johnson

**Establish Quorum:** A quorum was established.

**Budget Discussion:** H. Wallace contacted the Oregon Department of Revenue Budget Office to review the approved budget, a few changes were suggested:

- a) Line 23; FTE format needs to show two decimal places.
- b) Line 60; Unappropriated should change to Reserve.
- c) Line 75; State of Oregon Lottery Grant should change to New Pool Project.

The above suggested changes were made. A question was asked concerning line 71; Strategic Investment Program (GP), the number was confirmed to be correct. There was a comment made on including a line item for Over/Under funds, the Board determined it is not needed. A member of the public asked why the budget had to balance. The Board stated that balancing the budget is a requirement mandated by law and in addition it shows transparency of where the funds are being spent.

**Adjourn Public Hearing:** P. Vince adjourned the Public Hearing at 6:24pm.

**3. Open Regular Board Meeting:**

**Establish Quorum:** Quorum established.

**Adjustments to the Agenda:** No adjustments.

**4. Consent Calendar:**

**Minutes:** The minutes were read from the May 13, 2024 Regular Board meeting, and the May 29, 2024 Budget Meeting.

**Action:** R. Wallace moved to accept the minutes from May 13 and May 29, 2024. K. Chambers seconded; passed unanimously.

**5. New Business:**

- a. **Financial Report**—A current revenue and expenditure summary along with a profit and loss statement was presented by S. Plummer (see attached). The Board reviewed the documents, there was discussion regarding the lawn service; H. Wallace has attempted to contact the person.
- b. **Auditor's Report**—The auditor is currently finishing up with our 2021-22 fiscal year and asked for our 2022-2023 books as soon as possible. S. Plummer stated that she would have those books to the auditor by June 19, 2024 and our 2023-24 books to the auditor by July 31, 2024.

## 6. Unfinished Business/Information:

- a. **Status of Handbook**—H. Wallace will clarify the language regarding PTO accrual.
- b. **Billing Preferences**—Scott Edwards Architecture will bill the GTPRD directly.
- c. **Pool Lease with the City of Toledo**—Completed.
- d. **Capital Asset Threshold**—H. Wallace is working on it, members of the Board suggested \$500.
- e. **Airrow Heating Inspection**—H. Wallace reported that N.W. Natural Gas completed an inspection today; the exhaust tested too high in carbon dioxide. A specialist will be coming June 13, 2024 to conduct maintenance on the system.

## 7. Action Items:

- a. **Adoption of the Approved 2024/2025 GTPRD Budget**
  - i. **Resolution 2024-01: Adopting the Budget**—P. Vince read the resolution; R. Wallace moved to adopt the Budget; K. Chambers seconded; passed unanimously.
  - ii. **Resolution 2024-02: Making Appropriations**—P. Vince read the resolution; K. Chambers moved to adopt Making Appropriations; R. Wallace seconded; passed unanimously.
  - iii. **Resolution 2024-03: Imposing the Tax**—P. Vince read the resolution; R. Wallace moved to adopt Imposing the Tax; K. Chambers seconded; passed unanimously.
  - iv. **Resolution 2024-04: Categorizing the Tax**—P. Vince read the resolution, K. Chambers moved to adopt Categorizing the Tax; R. Wallace seconded; passed unanimously.

## 8. Reports/Comments:

- a. **Director's Report**—H. Wallace provided a written report (see attached). The next newsletter will be coming out the end of this month. There was discussion of recreational swim times and swim lessons. Currently there are seven people signed up to take lifeguarding classes.
- b. **General Reports and Comments**—The Steering Committee will be meeting Thursday June 13, 2024 at City Hall, representatives from GTPRD will be attending.
- c. **Public Comments**—A question was asked regarding if people/organizations could still purchase swim passes to give out; the pool has passes printed that can be purchased at the pool. There was discussion of giving out free passes at city events.

## 9. Adjourn: P. Vince adjourned the Regular Meeting at 7:35pm.

## 10. Upcoming Meetings:

- a. July 8, 2024 Board of Directors Regular Meeting: 6:00pm in the Toledo Library meeting room.

Respectfully Submitted,

Deb Hite  
GTPRD Recorder