***Regular Board Meeting Minutes***

***May 27, 2024***

CALL TO ORDER/ROLL CALL

The regular meeting of the Irrigon Community Park & Recreation District was held at the Irrigon Fire Station, Irrigon, Oregon. The meeting was called to order at 7:00pm by Chair Burrel Cooley. Board of Directors present were Dave Cooley and Glenn Maret. Absent was Neila Coffman and Kent Heidt. Staff present was Bob Byrd, Keith Curnutt, Ken Thompson and Sandi Wodarczak.

PUBLIC ATTENDANCE:  
There was no public in attendance.

CONSENT Agenda:

**Approval of April Minutes**

Motion by Glenn Maret to approve the April minutes as presented, seconded by Dave Cooley.

Motion passed unanimously.

**Approval of Accounts Payables - $12,099.42**

Motion by Glenn Maret to approve the payables as presented, seconded by Dave Cooley.

Motion passed unanimously.

**Funds Transfer - $12,300.00**

Motion by Glenn Maret to approve the transfer of $12,300.00, seconded by Dave Cooley.

Motion passed unanimously.

Dave will make the first call and Glenn will make the second call.

PARK MAINTENANCE AND DISTRICT OPERATIONS

Keith reported:

Gator needs back tires. Motion by Glenn Maret, seconded by Dave Cooley to approve the purchase of new tires from Commercial Tires. Motion passed unanimously

There are issues with a sailboat moored in the marina. Moorage fees haven’t been paid and the owner, Jim Daily, is not returning any phone calls. Dave will try to contact the owner and see what MCSO can do.

Contacted about Frisbee Golf for the Park. Will add this to Future Consideration.

Weed control was completed and fertilizing was also completed. This needs to be set up for a routine process to happen every Fall and Spring. Dave will check around and see if he can find anyone with a drill fertilizing machine to take care of Fall fertilizing.

Litte League has been good about cleaning up after games.

There are BBQ stands that need to be fixed. Burrel will check into this.

Burrel reported that he is looking at replacing/repairing two drinking fountains. He is looking at frost free drinking fountain and estimates the cost to be $3,600.00

Sports Director Update:

Ken reported:

Bicycle Rodeo is set for June 17, 2024 from 5:00pm to 7:00pm at the AC Houghton parking lot. He is working with Bi-Mart for bike helmets, tire slime and other items. MCSO will have an Officer there to talk about bike safety. Ken will contact High Performance Signs to have a banner made for the event. IPRD has cones that can be used for the event.

Bowling – June 18th and 19th: Bussing is $500.00 day and lane rental will be no more than $250.00 per day, with free shoe rental. The charge will be $10.00 per child. There will be pizza in the park at the end of each event.

Pendleton Parks & Rec – June 24 to June 28, July 8 to July 12 and July 15 to July 19. MCSD will be providing grant funds for this program, around $28K. The estimated maximum expenditure will be $32K. This includes the fees for the camps, bussing and pay for chaperones/employees. Signups will be May 28 at IES Nutrition Fair from 4pm to 6:30pm and May 29 at IPRD Gazebo/Concession Stand from 5pm to 7pm.

Fall Equipment needs: Grid Kids: Shoulder pads, 25 sets, Jerseys – 25, footballs and ball bag. The estimated cost is around $5,500.00. Dave and Ken will work on a logo for the jerseys. There is a cargo trailer that is currently being used to store equipment and the volunteer coach is asking if this trailer can be stored at the park. General consensus of the Board was to allow the trailer to be stored at the park.

Volleyball: Looking at the cost for a stand alone Volleyball net system and seeing if the order can be made by the MCSD. IPRD will be willing to pay for half the cost and help with the storage. Dave and Ken will look into the cost of the stand alone system.

Motion by Dave Cooley to approve the costs associated for Bicycle Rodeo, Bowling, Pendleton Parks & Rec and Fall Equipment needs, seconded by Glenn Maret. Motion passed unanimously.

PROJECTS

Pickleball Courts – Burrel reported that ACOE is concerned that there was not a monitor on site during the excavation. He feels that there was a consent letter when the Sports complex was done that didn’t require a monitor. He will research this further.

Basketball Court – Same issue as above.

Parking Lot Upgrade – Phase II: Burrel reported that the State Marina Board project list is three to four years out. There was general discussion that IPRD will look for Engineers to design and draw up the plans. Burrell and Dave will look for this information and contact Port of Morrow for some direction as well.

OLD BUSINESS

Playground West:

Nothing new on this project.

Off Leash Pet Area:

Dave has provided ACOE the necessary information and is now waiting for the letter of consent. He is still working on getting bids.

Columbia Heritage Trail (Irrigon Marina Heritage Trail):

Dave received a written bid from Wesley Wise Excavating for this project, $258,450.00. Burrell is continuing to work with the ACOE.

Motion by Dave Cooley to accept the bid of $258,450.00 for the Columbia Heritage Trail, apply for grants and move forward, seconded by Glenn Maret. Motion passed unanimously.

IntraFi-ICS – Bank of Eastern Oregon

Resolution 2024-021: Authorizing IPRD to Enter in to an Intrafi Cash Service Agreement with Bank of Eastern Oregon.

This resolution provides for the need to ensure compliance with daily banking practices public funds.

Motion by Dave Cooley to approve Resolution 2024-021, seconded by Glenn Maret. Motion passed unanimously.

New Docks:

The final bid for the cost of the dock is $159,614.00. At the last meeting a motion was approved for $152,000.00.

Motion by Glenn Maret to amend the approval from $152,000.00 to $160,000.00, for the purchase of a new boat dock from Knights Boat Docks, seconded by Dave Cooley. Motion passed unanimously.

NEW BUSINESS:

Resolution 2024-020 – Authorizing Credit Card Spending Authority for IPRD Staff and Board Members

There was general discussion regarding the need to authorize the use of IPRD credit card by staff and board members prior to next board meetings, to ensure effective daily operations. All payments made for the IPRD credit card will still require board approval.

Motion by Dave Cooley to adopt Resolution 2024-020, seconded by Glenn Maret. Motion passed unanimous.

Storage Shed/Tuff Shed

There was general discussion regarding the quote from Home Depot/Tuff Shed a storage shed in the amount of $8,182.60. It was decided to have the quote re-looked at for the placement of windows and doors. Burrell will follow up on this.

Motion by Glenn Maret to approve the purchase of a Tuff Shed in the amount of $8,182.60, seconded by Dave Cooley. Motion passed unanimously.

Donation to MSCD – Reader Board at ACH:

There was general discussion about IPRD making a donation for the cost/installation of the new reader board at ACH. IPRD would like to utilize the reader board for announcements and therefore would like to make a donation.

Motion by Dave Cooley to make a donation in the amount of $10,000.00 to ACH for the reader board, seconded by Glenn Maret. Motion passed unanimously.

Resolution 2024-22 – Return of Park Cleaning Deposits and Marina Key Deposits:

This resolution will authorize IPRD staff to create checks for the return of deposits of less than $100.00 prior to board meetings.

Motion by Dave Cooley to adopt Resolution 2024-022, seconded by Glenn Maret. Motion passed unanimously.

Bylaws Review

Tabled to next meeting.

FOR FUTURE CONSIDERATION   
Discussion of existing Park District Bylaws, Policies & Procedures and Safety Program - Sandi

Mapping, planning & prioritization of projects – 4 projects are in the works

CREZ II Funds Grant money available 149,240.00  
Event Gazebo  
Oregon State Parks (OPRD) Recreation Trails Grant Program  
Faucet Repair at Docks  
Electric Range & Lighting at Sun Shelter  
Possible overflow situation with new docks  
Acquiring two new flags for the park  
Small Grant Application  
Convert Equipment room into Office Space  
Playground – East  
Frisbee Golt Cours

**Correspondence:**Morrow County Treasurer - $308.07 Property Taxes  
CVA – Pump out and dump station visit on the 8th went well. The average bucket test was 11 seconds and the hour mete was 9.6

Adjournment

There being no further business, the meeting was adjourned at 8:37pm

**Burrel Cooley June 24, 2024**

**Authorized Signature Date**

**Sandi Wodarczak June 24, 2024**

**Attesting Witness Date**