***Regular Board Meeting Minutes***

***March 21, 2024***

CALL TO ORDER/ROLL CALL

The regular meeting of the Irrigon Community Park & Recreation District was held at the Gazebo outside seating at the Irrigon Park, Irrigon, Oregon. The meeting was called to order at 5:00pm by Neila Coffman, Secretary/Treasurer. Board of Directors present were Neila Coffman, Kent Heidt and Glenn Maret. Absent was Burrel Cooley and Dave Cooley. Staff present was Bob Byrd, Keith Curnutt, Ken Thompson and Sandi Wodarczak.

PUBLIC ATTENDANCE:  
There was no public in attendance.

CONSENT Agenda:

**Approval of October, November and December Minutes.**

Motion by Kent Heidt to approve the February 26, 2024, minutes as presented, seconded by Glenn Maret. Motion passed unanimously.

**Approval of Accounts Payables**

Motion by Glenn Maret to approve payables in the amount of $26,10380, seconded by Kent Heidt. Two checks totaling $8,,000.00 had already been issued (approved via text messages). Motion passed unanimously.

**Approve Funds Transfer**

With payables approved, the amount of $18,500.00 will be transferred from the Money Market

account to the Checking account. Neila will make the first call and send a text out for second call.

PARK MAINTENANCE AND DISTRICT OPERATIONS

Keith reported that there are two events scheduled for the Park as of today, a birthday party and the Easter Egg Hunt. Regular upkeep is continuing. The water is now turned on for the park watering. There was one broken sprinkle that has been identified, as of today. They will work on getting inspections of all the sprinklers and repairs as needed.

Bob reported that the ball fields need work on the infields. They need to be dug up as it’s been over two years since it was last done. There is also a continued need to fertilize all grass areas, twice a year.

General discussion regarding the maintenance of the sprinklers, ball fields and grass is to have the maintenance work done as deemed necessary by the employees. The cost for fertilization, sprinklers are provided for in the annual budget. Bob & Keith can call or send messages to any Board member to get approval if they feel it’s too expensive.

There was discussion about the gate to the ballfield, next to the Pickleball courts needs to be moved. The gate can’t be opened at this time and there is no way to get a mower in to mow the field. Ken Thompson said he will provide the labor to get the gate moved.

The tree removal/clean-up by Get’ErDone Tree service has been completed, with the exception of the stump removal. There was discussion regarding the stump removal being done, if it can’t be completed in the next two weeks, it will need to be put off until next winter. There is concern about the grass being ruined by the heavy equipment.

Ken reported that Boardman Park & Recreation has closed their swim program to out of town participants. He is looking at other options; Hermiston & Pendleton. He will be looking at five day and ten day options. He will send information via email.

Ken is looking at other youth programs as well; Sage Center-Eco Biological Classes, Theater Camp, Track & Field event, Bicycle Rodeo.

PROJECTS

Pickleball Courts – Dave

Basketball Court – Dave

Parking Lot Upgrade – Phase II: Burrel has been talking with Stuart and they are working on it.

OLD BUSINESS

Tree Planting:

There was general discussion about what types of trees and how many trees should be purchased and planted; Looking for good shade trees and trees that grow faster. Motion by Kent Heidt to authorize Nelia Coffman to purchase three tress, with the cost not to exceed $1,000.00, seconded by seconded by Glenn Maret. Motion passed unanimously.

Playground Wast:

Neila is working on this and is looking at a budget of 70K to 80k.

Off Leash Pet Area:

Dave is working on getting a bid for this project.

Columbia Heritage Trail (Irrigon Marina Heritage Trail):

Dave is working on getting a bid for this project.

NEW BUSINESS:

Purchase of Used Grass Seeder – Dave

Tabled to next meeting.

Milfoil Treatment

There needs to be work riverbank before treatment is done on that area. Neila will find someone to do this work and send the recommendation via email.

Budget Dates:

April 22 – Proposed Budget

May 15 - Budget Committee Meeting

June 24 – Budget Hearing

Kent Heidt will not be available for the April 22, 2024 meeting. Neila Coffman will not be available for the May 15, 2024 meeting. Sandi will contact Charlene and make sure the May 15th date works for the Fire Department and then will get the necessary announcements published in the paper.

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  
Construct storage unit for Little League and Pickle Ball equipment – Kent will work on getting a quote for the cost of two preconstructed sheds.   
New Dock – Dave  
Life Rings need to be installed on docks   
**Correspondence:**MAG Agreement has been received and will be signed by Burrel Cooley.  
Surety Bond – Increase has been completed.

**SAFETY MEETING:**There was discussion regarding first aid preparedness.

Keith and Bob had no questions or concerns regarding any safety issues.

Adjournment

There being no further business, the meeting was adjourned at 6:30pm

**Neila Coffman April 22, 2024**

**Authorized Signature Date**

**Sandi Wodarczak April 22, 2024**

**Attesting Witness Date**