

**Greater Toledo Pool Recreation District
Board of Directors Regular Meeting
Minutes
August 11, 2025, 6:00 p.m.
Toledo Library Meeting Room
173 NW 7th Street, Toledo, OR 97391**

Directors Present: Roy Kinion, Peter Vince, and Amanda Hockema

Directors Excused: Rachael Wallace and Kay Chambers

Staff Present: Hal Wallace

Community Members: Braulio Escobar

Other: Deb Hite, GTPRD Recorder; Samantha Plummer, Central Coast Ledgers LLC.; David Ulbrecht, SDAO via phone.

1. Call to Order: Meeting was called to order by Roy Kinion at 6:01 p.m.

2. Roll Call:

Establish Quorum: A quorum was established.

3. Consent Calendar:

Minutes: The minutes were read from the July 14, 2025 Board of Directors Regular Meeting.

Action: P. Vince moved to accept the minutes; seconded by Amanda Hockema ; passed unanimously.

4. Financial Reports:

a. Monthly Recurring—S. Plummer distributed the July 2025 monthly report (see attached), which includes patron counts, revenue and expenditures, lottery grant expenditures and reimbursements, and bill payments and expenses. S. Plummer noted that there are two billings from IMS that need a summary of services; H. Wallace will provide them. S. Plummer also stated that she is waiting on reimbursement of funds from the lottery for Local Government Law Group expenditures. It was noted that the utility bill for last month was significantly lower than in previous months. H. Wallace has been working with the city to get the billings adjusted. S. Plummer noted she is still collating documents for the fiscal year 2024/2025 audit. The information will be sent to the auditor soon.

b. Expenses over \$1,000—None

5. Director's Report/Staff Reports and Updates—H. Wallace distributed copies of his latest report (see attached); the Board then read the document. It was noted by a board member that the 6:00 p.m. lap swim is being well utilized; H. Wallace expressed his intention to maintain the extra hour of swim time in the future. It was asked if Twin Tree Services is still required; H. Wallace stated that they are keeping the area around the building free of debris and taking care of the weeds. He also stated that the need for services will be revisited this fall. In addition to the report, H. Wallace said he had contacted a company

regarding maintenance on the pool heater; it will be about \$1,400. He asked the company about when the building gets demolished and what should be done with the heater since it will be used in the new pool; he was told that the company would help us with that when needed.

6. Pool Project:

- a. Finance Options Update; SDAO David Ulbrecht**—D. Ulbrecht was contacted by phone and joined the meeting; introductions were made. P. Vince asked D. Ulbrecht about the GTPRD borrowing capacity. D. Ulbrecht stated that the amount is based on keeping the same transfers as we do now in the budget; the pool should be able to service a loan for \$1 – 1.5 million. The amount that the pool could borrow without the transfers would be about \$2 million. P. Vince said that the construction of the new pool would not begin until the fall of 2026; he asked if GTPRD should attempt to borrow money now or to wait. D. Ulbrecht said we should wait. R. Kinion asked if there were better borrowing options than a local bank. D. Ulbrecht said that Business Oregon has better interest rates, sometimes as low as 5%. D. Ulbrecht said that we have plenty of time to research borrowing options and that he will be helping us. H. Wallace mentioned that by February or March of 2026, the pool would have a much better idea of the cost of the project. The Board stated that the GTPRD would like to engage D. Ulbrecht to help/guide the pool through the borrowing process. D. Ulbrecht stated he would be sending an engagement letter to the GTPRD to contract his services. D. Ulbrecht then explained possible costs of his services. The engagement letter will be sent to the Board prior to the meeting on September 8, 2025, for review. A meeting for updates was set for the January 12, 2026, Board meeting.
- b. Steering Committee Report/Architect Selection**—The committee and Integrity Management Solutions (IMS) interviewed two architectural firms: Integress and Scott Edwards and Associates. Both firms had pool project experience; Integress had conceptual design experience, and Scott Edwards had more actual pool building experience. The timelines for each firm were also considered; Integress' proposal for the completion of the build was a bit longer than Scott Edwards. The final decision was to award the contract to Scott Edwards Architecture. R. Kinion stated that there is a window of time for Integress to appeal the decision.

7. Action Items:

- a.** R. Kinion entertained a motion to accept Scott Edwards Architecture as the GTPRD architecture firm for the new pool project. A. Hockema moved to accept Scott Edwards Architectural firm for the project; P. Vince seconded; passed unanimously.
- b.** R. Kinion will sign a letter of intent to award Scott Edwards Architectural firm to design and create a detailed schematic design.
- c.** R. Kinion signed a document to engage a firm to assess hazardous materials in the current building; the cost is \$8,350. This must be done prior to demolition.

8. Comments:

- a. Public Comments**—B. Escobar mentioned how great he thought having the pool represented in the Summer Festival parade was.

b. Board Comments and Take-Aways—None

9. Upcoming Meetings:

- a. September 8, 2025, Board of Directors Regular Meeting; 6:00 p.m. in the Toledo Library meeting room.

10. Adjournment—R. Kinion adjourned the meeting at 7:10 p.m.

Respectfully submitted,

Debra Hite
GTPRD Recorder