

**Greater Toledo Pool Recreation District
Board of Directors Special Meeting Minutes**

September 22, 2025, 6:00 p.m.

Toledo Library Meeting Room

173 NW 7th Street, Toledo OR 97391

Directors Present: Roy Kinion, Peter Vince, Rachael Wallace, Kay Chambers

Board Members Present via Telephone: Amanda Hockema

Staff Present: Hal Wallace, District Director

Community Members Present: Jim Chambers, Braulio Escobar

1. **Call to Order:** Meeting was called to order by Roy Kinion, Board President at 6:07 p.m.
2. **Roll Call:** A quorum was established with all Board Members present.
3. **Updates:**
 - a. **Review of Scott Edwards Architect's (SEA) Contract:** Hal Wallace provided status on getting the contract finalized. Review with Local Government Law Group was completed on September 11, 2025. He spoke with Sid Scott to advise of changes that need to be made and reviewed. Hal also explained that the recommended changes needed (per our Legal) were not included in the AIA contract IMS had used for the RFP; and after discussion with IMS, they had requested that the District finalize the contract directly with SEA. Once review is complete with SEA contract will be presented to Roy for signature. Peter Vince commented and stressed the need to proceed as quickly as possible so the Board is clear on what the cost of the contract will be, and the project team can keep moving. Jim Chambers brought up that he understood that IMS was going to be taking care of contract negotiations for the District, and why would we pay costs for both IMS and our Legal. Hal explained that the level of legal expertise and experience from IMS in the current situation demonstrated their unfamiliarity with Oregon Statute requirements. The solution going forward will be to procure pre-vetted contracts from Local Government Law Group, that already include required language, and share those with IMS prior to release of any other RFPs or contracts, so both they and the District are in sync.
 - b. **Progress of Local Government Law Group's ("Legal") creation of contract for CMGC:** Hal Wallace explained that the Legal team has multiple standard contracts for either CMGC or Direct Bid depending on

which direction the project team decides to go. Peter Vince stated that he believes the Board had already chosen the CMGC option and questioned why there would be a need to review both options. Hal explained that at the MEP Engineers walk-through on September 16, 2025, that there was considerable discussion between the engineers and Tim Gordon from SEA that in trying to stretch the budget as far as possible, either option could work. Once the estimators provide their result the Board could really go either way. Peter again reiterated that the most recent discussion have all been oriented towards using the CMGC process. Hal explained that Legal could provide contracts for either or both, and agreed to procure examples of both from our Legal and share them with the project managers (IMS) so they can become familiar with them in advance of preparing the RFP for the Contractor/CMCG.

- c. **Swim Lessons with TOES (Toledo Elementary School):** Hal gave an update on discussions underway with the principal and staff at the school to plan for lessons for K-2 grade levels beginning in October and aiming for completion by Thanksgiving. He will provide an update at the regularly scheduled Board meeting on October 13, 2025.
 - d. **Email System to Patrons:** Hal gave a progress report on getting Webfoot Design with Misty Lambrecht to oversee distribution of a weekly update from the Pool/District to registered patrons via our website. The plan is to launch the initial “Weekly Update” beginning next week on September 29th. Hal also brought up the discussion point of sending out a mailer to District patrons later in the Fall. The group discussed: the value of a mailer vs. emails; what should be included in the mailer; several timeframes of when to get a mailer out; and, the best way to get a good list. Rachael Wallace offered that the County Clerk was the source of the list that was used when the District was formed, Hal agreed to contact the County Clerk and see about getting an up-to-date mailing list. Rachael said she thought the list cost about \$1500.00 the last time.
 - e. **Current Schematic Design from Scott Edwards (SEA):** Peter distributed copies of the latest architectural design (Dated 9/17/2025) from the last updates SEA made after the last Project meeting on September 15th. Peter went through the design that the Estimator will use to produce costing figures for the Project. He also mentioned that, according to IMS who’s managing that process, those figures should be available in November. Peter also opened a discussion with the other Board members about getting to consensus with each other around the Project Plan moving forward. After open conversation on the topic the Board members informally agreed that it made sense, and they were each in agreement. Peter asked Amanda if she had seen the new design, and since she hadn’t, Hal agreed to email her a copy.
4. **Determine Pool Closing Date:** After a brief discussion of when it might make sense to close the Pool to begin saving the monthly costs of running and

maintaining the Pool, the topic was tabled until a future time. The group agreed that when more facts were available about financing options for the Project, and when the Board actually had clearer costs for the Project from the Estimator, the discussion about the Pool Closure would take place then.

5. Discussion of Bond Numbers: This item was folded into #6.

6. Engagement Letter from David Ulbricht, SDAO: Hal Wallace gave a progress update on the communications that had gone on with David Ulbricht attempting to get the paperwork for the engagement. Per the most recent emails, David would get the paperwork to Hal as soon as possible. Hal agreed to get it to Peter and Roy as soon as it was received. Group discussion followed about the use of David's services and the support from SDAO. The group also discussed the impacts of long-term financial obligations on the budget and operating costs for running the pool and introducing new programs. Jim Chambers and Peter Vince offered perspective on how Bond financing could/might work to increase finance options for the District and the new Pool project.

7. Actions Items: No action items were identified. However, the group did discuss together the concerns individuals have about the total cost of the new Pool and how to undertake more organized and structured Fund Raising. Peter and Roy also mentioned that more interaction with the City Council was needed to determine if there might be any future financial contributions from the City.

8. Comments:

a. Public Comments: Braulio Escobar expressed his belief that the new Pool was an opportunity for people to make a significant contribution to the town of Toledo by supporting the building of a new pool. He also shared his concern that it didn't appear that the City/City Council was contributing to the new Pool Project and asked Peter Vince if he thought the District had the support we needed from the City. Peter and Roy shared their experiences over the last several months and agreed that they would continue to engage with the City and the Mayor to build support for the new Pool Project and work towards obtaining any additional funds the City might offer.

b. Board Comments and Take-Aways: No items were presented.

9. Upcoming Meeting:

a. Board of Directors Regular Monthly Meeting – October 13, 2025, 6:00 p.m. in the Toledo Public Library meeting room.

The meeting was adjourned at 7:19 p.m.