

**Greater Toledo Pool Recreation District**  
**Board of Directors Regular Meeting**  
**Minutes**  
**December 8, 2025, 6:00 p.m.**  
**Toledo Library Meeting Room**  
**173 NW 7<sup>th</sup> Street, Toledo, OR 97391**

**Directors Present:** Roy Kinion, Peter Vince, Rachael Wallace, Amanda Hockema, and Kay Chambers

**Staff Present:** Hal Wallace

**Community Members:** Jim Chambers, Braulio Escobar

**Other:** Deb Hite, GTPRD Recorder; Samantha Caskey, Central Coast Ledgers LLC.; Chris Giggy, Integrity Management Solutions LLC. (IMS)

**1. Call to Order:** Meeting was called to order by President R. Kinion at 6:03 p.m.

**2. Roll Call:**

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

**3. Consent Calendar:**

**Minutes:** The minutes were read from the November 10, 2025, Board of Directors Meeting.

**Action:** R. Wallace moved to accept the minutes; seconded by P. Vince; passed unanimously. R. Kinion reviewed and signed the work session minutes from November 17, 2025.

**4. Financial Reports:**

**a. Monthly Recurring**— S. Caskey distributed November's monthly financial reports: the Revenue and Expenditure Summary, Bill Payments and Expenses, and the Profit and Loss statement. The board reviewed the documents and noted the large expenditure to Scott Edwards and Associates (SEA), in the amount of \$178,333.02. There was also a comment on the water bill for two months being \$1,234.72. H. Wallace stated that this amount is in line with the bills prior to when the water meter readings were exceptionally high. He has approached the city several times to discuss the unusually high bills of a few months ago; there has been no resolution as of yet. The board requested him to approach the new city manager about the issue and how it can be adjusted. A question was asked concerning the Omnify annual invoice for \$2,388 and what they provided. H. Wallace explained that it provides the lane scheduling for the pool. The audit was mentioned; it is close to being completed. It was decided to invite the auditor to a meeting, at her convenience, to talk about the current audit. K. Chambers distributed an LGIP account statement (see attached).

**b. Expenses over \$1,000**—SEA for \$178,333.02; Taxes for \$7,549.96; Omnify for \$2,388.00, and the water/sewer bill in the amount of \$1,234.72.

5. Director's Report/Staff Reports and Updates— H. Wallace previously emailed his report to the board (see attached); below is a summary of the report. H. Wallace explained that the pool is currently closed on Saturdays due to lack of patron usage. He also stated that there will be recreational swims scheduled during winter break. The pool will be closed Christmas Eve, Christmas Day, New Year's Eve, and New Year's Day. There were discussion and comments by the board about the pool being a public entity and not for profit. H. Wallace stated he understood.

H. Wallace gave a summary on the pool closing one morning due to the AED's batteries being low. He contacted the Toledo Fire Department (TFD), and they suggested he bring the device to them; they were able to replace the batteries, and the pool was then able to open. H. Wallace posted on Facebook about the TFD coming to the pool's rescue; he received over 100 positive responses.

There was discussion on how to get students to use the pool over winter break; it was decided to have free recreational swims for school-age students. Flyers will be printed and distributed to the schools as well as postings on Facebook and the pool's website. It was asked if there were going to be swim lessons over winter break; H. Wallace stated that there would be none. The staff had checked with patrons who had previously requested lessons; there was no interest in having them over the break.

Pool Operations: The pool was opened every scheduled day in November. Patron usage is down and recreational swims have been declining since September. The pool is now closed on Saturdays until further notice.

Scheduling Pool Hours: Other than the Saturday closure, the hours of operation have stayed the same. During winter break the daily schedule will include recreational swims. The pool will be closed Thursday, Friday, and Saturday for Christmas and New Year's. The updated hours have been posted on Facebook and the website as well as on flyers at the pool.

Maintenance and Contractor Activities: Northwest Natural is still planning on replacing gas meters; no date has been set. The AED batteries were replaced by the TFD.

Lifeguard/Staff Activities and Training: There is currently one lifeguard candidate under consideration. Employee development is conducted during staff meetings. Annual trainings are now underway.

Swim Lessons: TOES lessons are being planned for the new year.

Pool Events and Rental Activities: A birthday party was booked for December 6<sup>th</sup>; pictures were posted on Facebook. Another party has been scheduled for January 3<sup>rd</sup>, 2026. The "Santa Swim Party" is scheduled for December 23<sup>rd</sup> from 5 – 7:00 p.m. There will be a professional Santa, games, treats, and prizes. A flyer will be provided to the grade schools (Eddyville, Siletz, and Toledo) detailing the event.

Swim Team: The program is running well. T. Doyle has entered the team in several meets; it has been very rewarding for the team members.

Steering Committee Report: The contract with SEA was signed November 21, 2025, effective 11/15/25. Payment for invoices was sent to SEA on December 4, 2025; this brings the account up to date. The next step is to submit the bills and others for the professional estimator to the State for reimbursement from the Lottery Grant. The money received will then be placed in the LGIP account.

## **6. Pool Project Review:**

- a. **Estimator's Information**—C. Giggy distributed a GTPRD Pool Replacement Project Estimate Summary to the board (see attached); he noted that the estimate is for an “ideal” pool building. DCW was the firmed that was used. He stated the design for the building was completed in early November, 3-D views will be sent to the committee. C. Giggy also distributed an Overall Summary of the pool building with breakouts included (see attached). One of the options for the pool tank is to use a PEMB (pre-engineered metal building); this would cut costs by almost \$2 million. There were discussions and questions concerning various scenarios revolving around the design and stages of building the pool structure.
- b. **S. Edward's Associates Presentation**—Not in attendance.
- c. **David Ulbricht's Information**—D. Ulbricht sent information to the board concerning public bond numbers; the breakdown is as follows:  
A bond of \$5 million would result in a tax of \$0.45 per \$1,000 assessed; on a \$200,000 house the yearly amount would be \$90. For a bond of \$7.5 million, the tax rate would be \$0.60/\$1,000 assessed; the yearly amount for a \$200,000 house would be \$120. A bond of \$10 million would be \$0.79/\$1,000; the yearly amount would be \$158, and finally a bond for \$12 million would be \$0.98/\$1,000 assessed; on a \$200,000 house the yearly tax would be \$196. There was discussion on if the GTPRD were to go for a bond, when it would be feasible to do so. It was decided that community meetings need to be conducted to explain the possibility of building a new pool building and to obtain public feedback to determine the direction the public wants to move. It was requested that H. Wallace contact the county to obtain the voting results for the Toledo area on the last school bond vote.  
The board decided a work session is needed to develop strategies for community outreach, to review pool options, and to come up with a proposed timeline. Prior to the work session, the board will individually review all the financial information from the estimator, SEA, and D. Ulbricht. The target date for the work session is either December 20<sup>th</sup> or 21<sup>st</sup>, depending on the availability of the library's meeting room.  
D. Hite will contact the library and schedule the work session.

## **7. Comments:**

- a. **Public Comments**—None
- b. **Board Comments and Take-Aways**—A reminder to the board to review the necessary information for the work session.

## **8. Upcoming Meetings:**

- a. January 12, 2026, Board of Directors Regular Meeting; 6:00 p.m. in the Toledo Library meeting room.

## **9. Adjournment**—R. Kinion adjourned the meeting at 7:35 p.m.

Respectfully submitted,

Debra Hite  
GTPRD Recorder