CLATSKANIE PARK & RECREATION DISTRICT

REGULAR MEETING MINUTES
August 20, 2026

The regular meeting of the Clatskanie Park & Recreation District was called to order by Vice Board Chair Brian Guinther, at 6:00pm, on Thursday, August 20, 2026, at 555 SW Bryant St, Clatskanie Fire Training Center, Clatskanie, OR.

Roll Call of Board Members: Roger Jolma, Glenn Raschke, and Brian Guinther. Dave True arrived at 6:02pm.
Board member(s) Absent: Andrew Mustola
Virtual Attendees: None
Pool manager – Absent
Cyndi Warren, District & Financial Manager

VISITORS – PUBLIC COMMENT
No Visitors

EXECUTIVE SESSION –
None

BOARD BUSINESS:
Items added to the agenda under District Manager's Report:
d. log cabin roof update
e. 24-25 audit update

Director Jolma made a motion to approve July's meeting minutes as presented and Director Raschke seconded; all in favor of those present. Jolma – yes, Guinther – yes, Raschke – yes, Mustola – absent, True – abstained as he was not in attendance.

Director Jolma made a motion to pay the bills and accept the financial reports as presented, and Director Raschke seconded; all in favor of those present. Jolma – yes, Guinther – yes, Raschke – yes, Mustola – absent, True – yes.

The check from the Clatskanie Farmer's Market for park usage fees for the 2026 season will be returned, as the park user fees discussion has been tabled at least until after the election/levy in November.

The District Mgr. met with the new City Mgr. and did a walkthrough of the park in July and one of the discussions was updating the Service Agreement between the two entities.
The suggested updates from the board:

1. District Obligations (a) – Update language to include capital projects are the City's responsibility without a specific dollar amount (possibly) and include language about routine maintenance and supplies being the responsibility of the park district.
   (b) – Add language to include the park district's ability to impose fees to use the pool and keep those fees for pool operations.
   (e) – remove the $5k amount.
   (f) – possibly split the PUD bills.

Add language to the agreement for the park district, with both parties in agreement on the ability to charge park use fees.
The District Mgr. will meet with the City Manager to go over these suggested changes.

APPROVED

Director Raschke made a motion to keep the board positions the same (Mustola as Chair and Guinther as Vice Chair) and Director Jolma seconded the motion; all in favor of those present. Jolma – yes, Guinther – yes, Raschke – yes, Mustola – absent, True – yes

The September meeting has been changed to Thursday, September 10th. Same time and location.

REGULAR BUSINESS:

See Board Business.

REPORTS/OLD BUSINESS:

- **Pool –**

General Pool Operations & Recreation Report

See also Pool Manager's Report

The pool facility General Rules have been updated to include 'Sudden Closures' and refunds.

While we were able to fulfill the obligation of open swims on the weekends and evenings, it was challenging with the number of lifeguards we had this year and the amount of time a large percentage of them asked for off. Also, with sports starting earlier each year, and a large percentage of our lifeguards being athletes, it has been a struggle to manage the schedule; we did have to cancel afternoon and evening lessons for the last session.

- **Park – Cyndi**

Park Operations

See New Business.

Monthly Safety Inspections

NEW BUSINESS/UPDATES: See Also Pool, Park and Board Business

Watering the Park (upper and lower fields)

The board has agreed to water all of the fields (upper and lower) for at least a couple of hours a day until such time the irrigation water rights permit can be obtained or an agreement is reached with the City on the cost of water.

Possible Website Change

Since Streamline, the current website provider, has been sold and is increasing their costs and are becoming more challenging to work with, another agency, the Library, has been looking into other options and has found a company used by the local PUD (and all PUDs in the State of Oregon). They charge no migration fees, and their monthly subscription fees are substantially less. I would like to have Jeannie, with Glenn's assistance, investigate this more once the pool closes for the summer.

SDIS Safety & Security Grant

While we are unlikely to get this grant this time around, since we received funds from them last year, they are focusing on safety and security with a list of eligible projects. Projects will be explored for this grant.

DISTRICT MANAGER'S REPORT:

The basketball court resurface project has been completed and it looks amazing.

Karen and I will be participating in the grant interview and presentation in late September, early October.

The levy paperwork has been submitted to the County and has been accepted. It now must be posted on our website.

APPROVED

I am working to get at least 2 more quotes on the replacement of the roof of the log cabin. We have received Brad McKay's so far, which is about $12k.

The 24-25 audit is finally wrapping up; it is my hope that there will be draft for review and approval by the October board meeting.

BOARD REPORTS:

Director Jolma – Stated that the library grass is being cut too short. In the fall Tom will start cultivating this area and other areas of the park to get the grass healthy and the weeds gone.
Director Raschke – Nothing.
Director Mustola – Absent.
Director Guinther – Nothing.
Director True – Nothing.

The meeting was adjourned at 6:58pm.

The next regularly scheduled meeting will be held on Thursday, September 10, 2026 (a week earlier than usual).

Approved By: _____ Date: _____

District Mission Statement

'To plan, develop and maintain recreational facilities, as well as support programs for the benefit of our community.'

APPROVED