WIARD MEMORIAL PARK DISTRICT

MINUTES REGULAR BOARD MEETING

Wednesday, November 12, 2025

1. **CALL TO ORDER**

The regular board meeting for the Board of Directors of the Wiard Memorial Park District was called to order at 5:15 pm by Chair Dennis Wiard, on Wednesday, November 12, 2025, at the Wiard Park Shop Office, 2800 Wiard St., Klamath Falls, OR 97603.

2. **ROLL CALL**

Directors present were Dennis Wiard, Dan Wiard. Scott Renie and Randy Myrick. Also present were Park Secretary Ruth Ann Strom. District Manager Denise Woodman, Attorney Nathan Ratliff, and Austin Lesueur of Midland Empire Insurance Agency. Director Carl Kessler was excused.

3. **PRESENTATIONS AND REPORTS**

Austin Lesueur of Midland Empire Insurance Agency presented an annual review of insurance coverage by line-item for all properties and assets; the board made requests to raise coverage on various items as needed. Mr. LeSueur noted upcoming changes for Special Districts and went through the applications with the board for Sexual Misconduct Coverage and Cyber Security.

4. **PUBLIC HEARINGS**

None

5. **PUBLIC INPUT**

None

6. **CONSENT AGENDA**

Director Scott Renie moved to accept the consent agenda, including regular Board meeting minutes for October 15, 2025, and Accounts Payable for October 2025. The motion was seconded by Director Randy Myrick. Consent agenda approved. The financial statements were not available; this item was tabled until next month.

7. **OLD BUSINESS**

a. Bookkeeping services: District Manager stated that the bookkeeping partnership of NP Accounting has been dissolved and has reformed with Nilda Pena as sole proprietor. There are no financial statements yet due to software differences and there are still no beginning balances or depreciation figures from the accountant, Ray. If these items have not been provided in the next month the district manager will ask the bookkeeper to provide a report showing year-to-date expenses and actual budget balances.

b. Washington Federal Bank: District Manager completed training of the CashFlow Central system. All outstanding checks have been cleared with the exception of Diamond Home Improvement but that has been resolved with a stop payment and reissue. The reports are different with this new system that the bank is now using.

c. Wiard Park splash pad: Park Maintenance Manager reported that quotes for a replacement system are being sought and the data for the parts should be available next month.

d. Board member email accounts: District Manager reported that this matter continues to be on hold while priority is given to getting the financial statements up to date.

8. **NEW BUSINESS**

a. None

9. **OTHER BUSINESS**

a. Park Maintenance Manager update, the following items were reported:

Bids have been received from Rocky Mountain Construction and Webb Asphalt for the parking lot project as discussed last month. Work will commence in the spring so bids may need to be updated as costs are likely to change.

All parks and equipment have been winterized. Wind caused a blow down of limbs at some of the parks and the seasonal employee completed the cleanup. There are five dead trees that need to be removed by spring.

b. District Manager update: The Safety & Security grant application was submitted but no word has been received yet.

10. EXECUTIVE SESSION:

Chair/Director Dennis Wiard called to order the executive session per ORS 192.660(2)(f). An update of the PERS settlement was provided to Board of Directors by Attorney Nathan Ratliff. Director Randy Myrick made a motion to accept the agreement with the correction as discussed; Director Scott Renie seconded the motion. The motion carried. Chair Dennis Wiard signed the agreement. and the proposal was signed. Chair/Director Wiard adjourned the executive session.

11. ADJOURN

Director Randy Myrick made a motion to adjourn this meeting and Director Scott Renie seconded this; the motion carried. The next meeting of the board is scheduled for Wednesday, December 10, 2025, at 5:15 pm at the Wiard Park Shop.

Prepared by: *District Secretary, Ruth Ann Strom*

Board Meeting Approval Date: December 10, 2025

Board Chair: Dennis R. Wiard