



## MEETING MINUTES

North Clackamas Parks and Recreation District  
District Advisory Committee  
Wednesday, January 10, 2024  
5:30 – 7:00 p.m.  
Location: North Clackamas Aquatic Park and Virtually (via Zoom)

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**DAC Members Present:** Ben Johnson, Grover Bornefeld, Joel Bergman, Lisa Batey, Maureen Thom (Virtual), Muciri Gatimu, Mark Elliot, Jeanette DeCastro, Ali Feuerstein

**Members Absent:** David Gilman

**Staff and Officials Present:** Gary Schmidt (County Administrator), Paul Savas (Clackamas County Commissioner), Cindy Becker (NCPRD Acting Director), Dominic Cortinas (NCPRD Deputy Director), Kia Selley (NCPRD Division Director), Kevin Cayson (NCPRD Division Director), Kandi Ho (NCPRD Division Director) Joe Loomis (NCPRD Manager), Jeff Munns (County Counsel) Lidia Larson, Kallie Guentner, Alex Gilbertson (NCPRD).

**A video of this meeting is available on the NCPRD website at:**  
<https://ncprd.com/public-meetings/meeting-minutes>

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### Call to Order

DAC meeting was called to order by Jeanette DeCastro at 5:32 p.m. A quorum was present.

### Action Items

- Approval of DAC Meeting Summary
  - The summary from the DAC meeting held on November 8, 2023, was approved with one minor edit, amending the attendance record.

### Discussion Agenda

- Jeanette DeCastro opened the floor for discussion on elections for chair/vice chair.
- **ACTION:** Joel Bergman made a motion to nominate Jeanette DeCastro for Chair and Mark Elliot for Vice Chair.
  - Jeanette accepts the nomination for the chair position, and Mark accepts the nomination.
  - Grover Bornefeld seconded the nomination.
  - No other nominations were received.
  - DAC members voted to approve Jeanette DeCastro as Chair and Mark Elliot as Vice Chair. Motion passed unanimously by show of hands.
- **DAC Recruitment Discussion**
  - Jeanette DeCastro opened the floor for discussion on DAC recruitment.

- Grover would like the DAC to consider nominating committees for the current open DAC positions and future upcoming open positions.
  - Joel Bergman expressed a desire to continue forward with recruiting for current openings without committee formation in the essence of time.
  - Jeff Munns, counsel, provided insight into rules regarding recruitment and nominee subcommittee formation for recruitment.
  - Jeanette DeCastro suggested reaching out to prior interested parties from subarea 3 for recruitment.
  - Grover suggested the process for recruitment is nominating committees make recommendations to the DAC on potential candidates, if nominating committees are not formed an interview process would begin.
  - Cindy asked for additional clarification on the nominating committees.
  - Lisa Batey suggested active CPOs be conduits for candidates.
  - Counsel advised openings would be published on County and NCPRD websites.
  - Jeff Munns, County Counsel, provided additional bylaw clarification, on nomination committees. If they do not currently exist, a prior procedure is in place. He suggests moving forward in that manner.
  - Gary Schmidt, County Administrator, states an approved recruitment plan is in place with the Board of Directors. Staff will follow this plan, working with the BOD on nominating committees and reaching out to the DAC as needed.
- **24-25 Budget Process**
    - Cindy Becker presented a PowerPoint (Included in the packet) on the upcoming 24-25 budget cycle and budget formation process.
    - Grover Bornefeld requested better breakdowns for fund balances and materials and services in the future.
    - Paul Savas clarified that NCPRD does not receive County General Funds and is a separate entity.
    - Kia Selley provided clarification and information on individual capital projects being considered for FY24-25.
- **Changes or Status Updates (Milwaukie Bay Park, Concord, SDC Methodology, NCPRD Funding, System Plan, and CIP Timeline)\***
    - Status updates were yielded for budget presentation due to time constraints.
- **Public Comment**
    - No public comment in person or online.
- **DAC Member Reports**
    - Member reports yielded to accommodate budget presentation.
- **Next Meeting Date**
    - February 14, 2024, held at North Clackamas Aquatic Park, 5:30 p.m.
- **Adjournment**

The DAC meeting was adjourned by Chair Jeanette DeCastro at 7:08 p.m.