

**INFORMAL WORK SESSION MINUTES**  
**August 27, 2019 1:30 p.m.**

**Room 32, Courthouse**  
**535 NE Fifth St.**

---

Present: Commissioners Richard L. "Rick" Olson, Mary Starrett and Casey Kulla

Staff: Ken Huffer, Todd Sadlo, Josephine Ko, Jarod Logsdon and Ken Friday

Guests: Nicole Montesano, News Register and others as listed on the sign-in sheet

---

Commissioner Olson called the meeting to order at 1:30 p.m.

**A. CALENDAR SESSION:** This time is reserved for the review of the commissioner's joint schedule (if needed).

The Commissioners reviewed joint schedules for August 26 – September 16, 2019. No other county business was discussed.

**B. WORK SESSION:** This time is reserved for topics of discussion scheduled for the Commissioners in advance. If a work session is not needed, the balance of the meeting will begin at 1:30 p.m.

1. Work Session – None.

**C. INFORMAL SESSION:** This time is reserved for briefings, receipt of reports, consultation among commissioners and staff, reports from commissioners on recent actions in the areas of their responsibilities, and other personnel and administrative decisions as appropriate.

1. Department Updates

- a. Parks – Jarod Logsdon

Jarod Logsdon provided a department update to the Board. He highlighted increased summertime park usage and noted an increase in contract rates with other government agencies for work crews to recover operating costs. He discussed ongoing park projects and commented on an assessment project to create a long term master plan.

- b. Planning – Ken Friday

Ken Friday commented on the transition in the building official position as well as other open positions. Building activity has increased with the exception of single family dwellings. The E-permitting software is now being utilized and working successfully.

2. Thursday Formal Session Agenda Review

- a. Consent Agenda Review (keep or move to non-consent)

The consensus of the Board was to keep item D1 on the consent agenda for Thursday.

- b. Non-consent Agenda Review (add to consent or leave off)

The consensus of the Board was to move items F1 and F2 to Thursday's consent agenda.

3. Executive Session - None

4. Commissioner Updates/Announcements/Discussion:

Following commissioner updates the meeting adjourned at 2:03 p.m.

Carolina Rook

Secretary

Accepted by Yamhill County  
Board of Commissioners on  
10/17/19 by Board Order  
# 19-420