



**Hood River Valley Parks and Recreation District**  
**Board of Director's Regular Meeting**  
**Wednesday, August 16, 2017**  
**Minutes**

**In attendance:** Board Members, Mike McCarthy, Anna Cavaleri, Nan Noteboom, Glenna Mahurin, Art Carroll, Staff: District Director, Mark Hickok, Interim Assistant Director Marcie Wily, and Members from the Public: Victoria Hubler, Sandy Bielan; Steering Committee Members: Bill Summerfield, Mike Schend, Polly (Wood attended board meeting).

**Regular Meeting**

**Call Regular Meeting to Order**

Mahurin called the meeting to order at 6:12pm.

**Comments from the General Public**

No comments.

**Review Minutes**

July 19, 2017 – Regular Board Meeting Minutes

McCarthy moved to approve the minutes. Cavaleri seconded the motion. All approved.

**Consent Agenda**

None

**Unfinished Business**

1. Letter of support Gorge Towns to Trails.

Board discussed the pros and cons of the Gorge Towns to Trails program. McCarthy was concerned that it wouldn't serve the needs of the constituents, that it was to serve the tourists instead. Conversation ensued about whether or served needs of people in the community, what other local agencies had signed the support, what the Towns to Trails would do to improve the infrastructure of the current trail system. Many felt that it would help to build relationships and this type of partnerships might help to be an avenue for obtaining future grants. Carroll moved to support the Gorge Towns to Trails Program, and Noteboom seconded the motion. Motion passed 4-1, with McCarthy opposing.

**New Business**

2. 17/18 Strategic Planning Discussion

In the last meeting, board members asked to discuss the strategic planning discussion. Hickok began by stating that some of the overarching strategic plans are based on of a few things: board direction, policy discussion, as well as planning during the budgeting process. Hickok presented the District Work Program sheet, a pie chart graphic, as a way introducing some of the current and long-range projects staff is working on, under the direction from board and in the budgeting process. The District Work Program sheet included Broad Strategic Initiatives, Operation Standards, Long Range Planning and Current Staff work. Hickok asked for feedback. Cavaleri wanted to know if a plan for a community park in the Westside could be added to the District Work Program. Hickok stated that the park planning would be more applicable in the multi-jurisdictional master plan when they study needs analysis and looking at parkland. Cavaleri wanted to get a sense what the board's priorities and what the board wants to accomplish. She stated that some of her goals as board member was to work on completing the connection to the Indian Creek Trail, developing ball fields, and developing a community park on the Westside. Board members stated they thought was a great

visual of what the District is up to.

**Reports** (*informational, no action needed*)

1. Financial Report

Morris reported that this was the first month in starting anew with the Quickbooks online software and creating a new chart of accounts. She said that July numbers often look bare because of the new fiscal year with activity being back dated to June, the previous fiscal year. Morris went over the funds in the new chart of accounts. As the year progresses, money coming in and staff hours spent, will be allocated to the correctly identified funds and parks. Morris went through various financial scenarios and asked for feedback on what was important to the board: the formats presented, whether it could be emailed, whether they wanted it printed. Cavaleri suggested that the Resource and Requirement fund be used for the printed material presented and that the more detailed financial reports be emailed for board review. She suggested that board members ask for more detail if there were items that required questions or comments. Hickok reinforced the desire to be transparent with the financials and encouraged board to ask questions or concerns if they have them.

2. Directors Report

Hickok presented the Directors Report. Hickok attended the Westside Plan Technical Advisory Committee (TAC) meeting earlier in the day, where the focus of the discussion centered around infrastructure funding strategies. The consultants pointed to SDCs as one of the primary ways to help fund infrastructure, but they did point out the gaps in the amount of money needed for land acquisition and associated expenses and how much will be collected in SDCs on the westside. Additionally, the SDCs would not be collected until the project was being permitted, and that money would be needed years in advance to purchase and develop parkland. Hickok said that some of that there was one suggestion was to get a Bond against the SDCs, essentially a loan on the future of the SDCs as a strategy. It was also brought up that the Parks District is not charging the maximum allowable for rates. The consultants estimated that \$350,000 per acre would be need for parkland, and that was for acreage, not the park materials. McCarthy asked what the process is of increasing the SDC rates to the maximum allowable rate. Hickok said that process usually takes place during the budgeting process, but that we can update that rate through a resolution process.

Hickok reported that OPRD awarded \$40,000 the multijurisdictional master plan grant that Parks District staff completed on behalf of the eligible Hood River County. Staff will work with other agency leaders to develop the wording in the RFP so that the other agencies can adopt the same master plan so there is a common goal for parks.

Morris and Hickok will be looking at templates for the document for financial policies and procedures from SDAO. The templates are robust, so they will tailor it to fit the needs of the Parks District.

Hickok reported that he and Cavaleri went to the next SDAO Board Member and Manager Training. Cavaleri reported that it was worthwhile and on some of the things she learned: that no single board member has the authority, that they act together to represent the constituents. She also stated that that she thinks we should come up with a public records policy, as these requests staff time and resources. Board and staff agreed that it would be good to come up with a public records policy.

Staff shared some time lapse footage and pictures of construction of Golden Eagle to date. The project is taking shape with multi-purpose courts set with the first layer of asphalt, the trenching for utilities is being laid, pickleball courts are being prepped for asphalt.

Hickok reported that the dog park permit had been approved and issued. The lease has been signed by the city. The only thing holding the project up is the County's ordinance change for the Dog at Large exemption for the park.

3. Aquatic Center Report

Wily presented the Aquatics Report. Summer is wrapping up. The pool has had good attendance numbers because of the heat. Hood River Swim Team is finishing up their season, and Hood River High School Water Polo just started their season with daily doubles for the next couple of weeks. As a fundraiser, High School Water Polo will be holding its inaugural summer tournament Aug 26 and 27 to raise money for the team. The pool will be closed for the weekend, and 16 teams will attend. Annual Maintenance dates are scheduled from September 5-17. One of the permanent roof panels tore and staff was to remove it and replace it with a spare. The CO<sub>2</sub> tank was relocated above ground for safety precautions. Staff has sent out agreements to the various user groups with the updated rate structure, and staff is working on solidifying fall lane scheduling. Board members asked questions about scholarship opportunities and translations. Scholarships and discounted passes are offered for youth who qualify for the free and reduced lunch program. Staff will be working to get all printed material translated.

**Executive Session**

4. *Executive Session, if necessary per ORS 192.660*

No executive session needed.

**Adjourn**

Carroll moved to adjourn. Noteboom seconded the motion. All approved.

Approved by: \_\_\_\_\_, Board President      Date: \_\_\_\_\_

Attest by: \_\_\_\_\_      Date: \_\_\_\_\_