



**Hood River Valley Parks and Recreation District  
Board of Directors Regular Meeting  
Wednesday, February 21, 2018 6:00 pm  
Hood River Aquatic Center**

**Minutes**

**6:00 Regular District Board Meeting**

**Call Regular Meeting to Order**

Mahurin called meeting to order

**Comments from the General Public** (3 minutes per person, per subject, Maximum 30 minutes public comment taken)

**Polly Wood (read by Heather Staten):** She read the previous meeting minutes and was inspired by the goals of the board members that were made in goal setting. Wood encouraged the board to sell Barrett and replace it with more suitable property on the west side. She also wanted to enter into the record that the minutes from 1/24/18 did not fully convey her intended thoughts. She requested the minutes be updated to reflect this.

**Trevor Gregson:** His comments regarded the Southside Indian Creek Trail. He and his neighbors value the area, access, and they would appreciate anything that can be done to extend trail and keep developing it as they find it to be a great resource for kids going to school or accessing the heights.

**Review Minutes**

1. January 24, 2018 – Regular Board Meeting Minutes  
Noteboom moved to approve the minutes. Art seconded. All approved.

**Presentations**

1. **HRATS Golden Eagle Pump Track Sponsorship Opportunities**  
Olivia Ullrich, a community volunteer with HRATS, spoke on the intricacies of bringing a Velo Solutions pump track to fruition. The benefits of the track were discussed: there is virtually no maintenance and an inclusive, safe way for people to develop skills. The use of sponsorship in the form of thermoplastic logos on asphalt was also discussed: 8-10 logos can fit on the track, logos must be on a flat surface, can be grouped or spread out, will cost \$5000 flat plus an additional \$600-\$2000 dependent on size, and will last 10-15 years. A set number of sponsorship spaces, no alcohol or controlled substance sponsors, using outside thermoplastic contractors for logo re-embossing the future, having a sponsorship scale, and having specific contracts with each sponsor were suggested and agreed upon by the board.
2. **2016/17 HRVPRD Annual Audit Presentation**  
Ken Onstott, CPA, reported the result of this year's audit. Onstott's opinion on audit was unmodified, clean. There was only one budget violation that was an over expenditure in materials and services, which was likely the result of a coding issue that put an expense somewhere else, but needed to be in materials and services.

In his letter to management, Onstott noted a real improvement to accounting policies and that most issues were from early part of year, before new accounting practices were put into place. The chart of accounts, which has been an issue in the past, has been rectified. The documentation audit trail was greatly improved and there were no duplicate deposits or withdrawals.

## **Unfinished Business**

### **Goal Setting Part 2**

Hickok used the goal setting that was started at the last meeting to synthesize ideas down to four main plans of action. The board then added steps to them that would help make plans a reality. The benefits and potential aid to reaching goals that the Multi-Jurisdictional Master Plan would provide were discussed. Ways to move forward once the plan is completed, projected December 2018, were mentioned.

### **What steps do we take in the next year to make these goals a reality?**

- Plan and strategize
  - Think of alternative funding avenues
- Save. We need to build SDC and reserve funds back up.
  - will have depleted by half, \$500.000
- Focus on maintenance
  - we've been very reactionary rather than proactive
- Focus on the communication. Tell our story.

The benefits and potential aid to reaching goals that the Multi-Jurisdictional Master Plan would provide were discussed. Ways to move forward once the plan is completed, projected by December 2018, were mentioned. There was a consensus among the Board Members that open conversations with different organization involved in the Master Plan are important and could be vital to completing the goals set forward at the previous month's meeting.

## **New Business**

### **3. 2<sup>nd</sup> Review of Public Records Request Policy**

The policy has been updated to reflect changes that were made at the last meeting.

Mahurin made a motion to approve the Public Records Request Policy. Noteboom seconded the motion. All approved.

### **4. Review Employee Manual (pages 21-24)**

Cavaleri made a motion to approve pages 21-24. McCarthy seconded the motion. All approved.

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

### **5. Financial Report**

Morris presented to Financial Report. Balances for the general fund is half of what was expected, but revenue from SDC's is starting to come in and our expenses are down due to

greater efficiency. Funds have been set aside for the Dog Park, Children's Park, and 30k for smaller projects.

6. Communication Report

Hickok and Miller presented the communication report to the board. An overview of the District's social media engagement and outreach were given. Reach and engagement have increased on both Facebook and the newsletter, the Aquatic Center is the most popular.

7. Directors Report

**Morrison Park Development:** The Parks District is in conversations with Mid-Columbia Housing Authority (MCHA) regarding approximately two acres of open space in the Morrison Park Development. Future ownership, amenities, maintenance, and trail connections are being discussed. The Director of MCHA will attend the next meeting to meet with the board.

**Homeless Issues:** Several homeless members of the public have begun spending more time at the Aquatic Center due to the cold. The police were called on several occasions due to loitering. The lifeguards are being given information on how to act and a community resource officer will be coming to talk to the staff at the next meeting. A loitering policy will be created in the near future.

**7<sup>th</sup> Street Stairs:** A tree fell on the 7<sup>th</sup> St stairs during a wind storm. The railing and stairs were not damaged, but will stay closed until we can see if we need retaining wall under the stairs. Our maintenance staff cleaned up the debris and the trail itself is open.

**Indian Creek Trail Segment 3:** Jeff Hunter is planning to donate trees and shrubs to line the trail. He is willing to organize a work party for planting. The tentative planning date is April 9<sup>th</sup>.

**Skate Park:** There has been an increase in graffiti which the maintenance crew works to try and cover immediately. A local citizen has approached us about helping to cover this up in the future.

**Golden Eagle:** We have received new pickle ball nets, but they did not meet specified lengths. These will be exchanged for nets that will fit our court as the final touches are being put on the park.

**Dog Park:** Bid documents for fencing are completed and are in the work queue.

**Multi-Jurisdictional Master Plan:** The selection committee chose the consulting firm *Conservation Technix*, out of Portland, to work with on the Multi-Jurisdictional Master Plan.

8. Aquatic Center Report

Wily gave the Aquatic Center Report. Topics included; a staff meeting that focused on consistency, going back to the basics, and working on professionalism, and the state of the repairs on the west wall, that is falling apart, and possible solutions.

**Adjourn**

Upcoming events:

3-21-18 Regular Board Meeting

Mahurin made a motion to adjourn. Noteboom seconded the motion. All agreed.

