



**Hood River Valley Parks and Recreation District Regular Board Meeting**  
**Wednesday, January 20, 2021 6:00 pm**  
Via Zoom

**In Attendance:**

**Board:** Suzanne Cross, Nan Noteboom, Glenna Mahurin, Anna Cavaleri, Mike McCarthy

**Staff:** Mark Hickok, Marcie Wily

**Contract Accountant:** Monica Morris

**Members of the Public:** Polly Wood, Chris Robuck, Thrive Hood River, Susan Crowley

**Regular District Board Meeting**

Call Regular Meeting to Order

Noteboom called the meeting to order at 6:03 pm

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

**Polly Wood** made public comment, thanking the board for entering into the option agreement for the Blackman and Skakel properties. She encouraged the board to sell the Barrett Property, but keep the trail, and use the money from the sale to go towards funding the Westside Properties.

**Chris Robuck** commented that as a close neighbor to Barrett Park, she doesn't believe that it's being used. She said the only way to keep the park is to change the land use law, and she doesn't believe that will happen, so she encourages the board to sell the property and move on.

**Review Minutes**

1. **November 18, 2020 – Regular Board Meeting Minutes**

**Action:** Consider a motion to approve the November 18, 2020 meeting minutes

Mahurin moved to approve the November 18, 2020 minutes. Cavaleri seconded. All approved.

**New Business**

2. **Westside Park Planning Consultant Selection**

**Action:** Review recommendation from selection committee and consider a motion to authorize district director to negotiate contract.

Wily gave a recap of the Request for Proposal Process for the Westside Park Design, Permitting, and Project Management Project. She gave a recap of what was asked for the scope of work:

- Information Collection
- Public Outreach
- Interpreting and Addressing Regulatory Requirements
- Design
- Written Permit Application Submittal

Requests for Proposals were due December 29, 2020. The District received four proposals from Greenworks, Jakola Inc., Walker Macy, and Cameron McCarthy. As part of the process, the District formed a Selection Committee to review the proposals. Board Members Cavaleri and Mahurin were on the

committee, along with Jennifer Kaden, Planner from the City of Hood River, Cindy Walbridge, former City Planning Director, and staff from the District, Hickok and Wily. The group met on January 7 to review, discuss, and score the four proposals. From there, the group selected a shortlist of two firms to move forward to the interview process: Cameron McCarthy and Walker Macy. Interviews were conducted on January 14 and the group met following the interviews to discuss and evaluate the group, and they had a final meeting on January 19<sup>th</sup>, where they selected Walker Macy to recommend to the Board of Directors. Wily stated that the selection committee was pleased with both firms on the shortlist and thought they would do a good job. The selection committee recommends the Walker Macy team because of their experience the experience working in the National Scenic Area, their familiarity with the community, and the experienced team of consultants they put together.

Cavaleri made a motion to authorize the District to negotiate a contract with on the District's behalf for the Westside Park RFP with Walker Macy, followed by Cameron McCarthy. Cross seconded. All approved.

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

#### 3. Finance Report

Morris gave the financial report. The audit is complete, and the board will receive a presentation on the audit next month, but that means the beginning balance on the funds are audited and verified. Nothing to report on the improvement fund. For SDCs, Hickok pointed out the money for both the Westside Park project and the Indian Creek Trail project were coming out of the Outside the UGB account, even though both projects are taking place on the border of the UGB. Hickok recommended asking the city for permission to use Inside UGB SDC funds for both projects, due to the proximity and the fact that city residents will use and benefit from the project. Board members were in support of Hickok drafting a memo to the city for the request. Morris pointed out that tax revenue came in and we are above budget. Hickok brought up that we are in the process for planning for the next fiscal year budget and are reaching out to our budget committee. Paige Rouse's budget committee term has expired. Board members expressed support of asking Rouse to continue on the budget committee, if she was willing. We will have to advertise for budget committee positions, as well as putting out the calendar.

#### 4. Directors Report

Covid-19 Response: The pool is closed. Hood River County is still in extreme category, and until we move to a different category we can't open the pool. Parks are seeing a lot of traffic. Golden Eagle has been busy most days. We have been busy in the winter emptying the trash and continuing to perform maintenance, when things normally slow down in the winter.

Cares Act Funding and FEMA Funding: Right before the holidays, SDAO received notice CARES Act funding account that all Oregon Special Districts were spending from had been exhausted. The District had made some eligible expenses that were not reimbursed before the funding ran out. Hickok is investigating whether FEMA funds are available and what items qualify for reimbursement, as well awaiting news of for future stimulus funding that might become available. The restroom trailer will not qualify for reimbursement through FEMA because the parks district is not mandated to provide homeless services, but FEMA advised seeing whether the city or county might be able to apply and use the FEMA funding.

Education: Agriculture and Technology Work Group: Hickok reported that he and Noteboom attended a meeting with leaders from Hood River Valley School District, the Community College, and Oregon State University and other schools. The topic was to explore a high-level concept of how the school district and college can work together to prepare their students to work in technology and agriculture. The group explored the role HRVPRD might play with the connections to the high school and the Indian Creek Trail and potential for Barrett Park used for education programming with focus on bridging STEM/robotics and agriculture. The idea was to connect the Agriculture and STEM programs with the goal of keeping young

people here farming and learning new innovations in agricultural practices. Questions arose about the applicability. The board advised Noteboom and Hickok to continue meeting with the group and keep them updated as the concept evolves.

Winter Projects: Winter is our time of year to focus on projects. Our new maintenance manager, Mike Parziale, has had to get up to speed quickly, staying busy with the increased maintenance of parks, as well as learning the ins and outs of pool maintenance.

5. Aquatics Report

Wily gave the aquatics report. The pool has been closed since November 15, 2020 due to COVID-19 restrictions. Staff has been busy with projects that are often put on the back burner when the pool is fully operational: updating the Emergency Action Plan, swim lesson and training manuals for new hires. Repairs have been made to HVAC, UV lights for the therapy pool, safety EXIT lights on the pool deck, and the aqua glide equipment.

**Executive Session**

- 6. Executive Session, *if necessary per ORS 192.660 (The District Board will now meet in executive session. All members of the audience are asked to leave the room. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room.)*

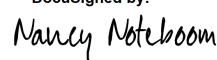
Mahurin moved to enter in Executive Session. Cavaleri seconded. All approved.


Cross made a motion to leave, McCarthy Seconded. All approved.

No decisions were made in executive session.

**Adjourn**

Cavaleri made the motion to adjourn. McCarthy seconded the motion. All approved.

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Approved  
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