



**Hood River Valley Parks and Recreation District Budget Committee  
Meeting Followed By Regular Board Meeting  
Wednesday, June 17, 2020 6:00 pm**

**ZOOM - <https://us02web.zoom.us/j/86714915689>**

**Or dial 253-215-8782 Meeting ID 86714915689**

**Minutes**

**In Attendance:**

**Staff:** Mark Hickok, Marcie Wily

**Contract Accountant:** Monica Morris

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

**PSU Consultant:** Mike Gleason, Terry Moore

**Public:** Sandra Haynie

**Public Hearing 6:00pm:**

**Hood River Valley Parks & Recreation District 2020/21 Budget Public Hearing**

**Mahurin called the Public Hearing at 6:00pm**

**Action: Consider Public Testimony**

Mahurin asked for public testimony and there was none.

**Close Public Hearing**

Mahurin closed the public hearing.

**Regular District Board Meeting** (immediately following the Budget Public Hearing)

**Call Regular Meeting to Order**

Mahurin called the regular meeting to order at 6:03pm.

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

No comments

**Review Minutes**

**1. May 20, 2020 – Regular Board Meeting Minutes**

Cavaleri made the motion to approve the minutes from May 20, 2020. Noteboom seconded. All Approved.

**Unfinished Business**

none

**New Business**

**2. Resolution 19/20 #4 Approval of FY 2020/21 HRVPRD Budget**

Cross made a motion to pass Resolution 19/20 #4: Approval of FY 2020/21 HRVPRD Budget. Cavaleri seconded. All approved.

**3. Resolution 19/20 #5 Set the FY20/21 HRVPRD Meeting Dates**

**Action:** Consider a motion to approve the resolution for the FY 20/21 Meeting Dates

Cross made a motion to approve the FY 20/21 Board Meeting Dates. Noteboom seconded. All approved.

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

#### 4. PSU Study Update

Hickok introduced Terry Moore and Mike Gleason, who have been completing an efficiencies study in cooperation with the Port. Moore began the background on his and Gleason's background stating that their primary focus is to figure out how to make local government operate more efficiently. Their intent for the presentation was to give a report of the study but also offer some insight and considerations for the Parks District as a result of the unprecedented times of COVID-19. Moore gave the report on the efficiencies study with the Port. They concluded that there were opportunities for collaboration, specifically with grounds maintenance. Moore pointed out that the agencies have different services and needs. Working together in grounds maintenance could save the District in the tens of thousands of dollars. In the long-term vision partnering together with a joint purchasing agreements could allow them to save more money through larger agreement with bargaining power for specific types of services.

As they began to look at the Rate portion of the study, COVID-19 came along. Gleason took over this portion of the meeting, making the observation that the Parks District was formed to take over a pool that already was having issues, and then a couple of years later added to the burden by taking on additional financial expenses by expanding Parks District services without increasing tax revenue. Gleason said that the Parks District has a highly productive work team and pressing it beyond their scope. He cautioned the board that the Parks District was at its operational limit and to consider demands on the work team. He stated that the public expects our capital and assets be protected and well maintained, and the plan to reform at a higher tax rate was good until COVID-19 came along. Painting a grim picture, Gleason said that the preliminary financial estimates for most local government show an approximate 35% decrease of anticipated revenue relating to the pandemic, which related to roughly equating to over \$100,000 in revenue from the aquatic center. Further, tax payment delinquencies could be on the rise and no short timeline for pay back (likely seven years before collections take place).

In terms of the pool, Gleason said the pool is beyond its life capacity. An important consideration in cost estimates to build a new facility should include an equipment repair and replacement program, which did not appear to be established in the pool enclosure study. He said that there was likely a quarter of a million dollars that wasn't included to replace and repair items that should be added to the forecast. There are several options for how to attack some of these financial issues. Step back and examine how to solve the problem incrementally. The park district maintenance program is fragile. He encouraged the board to consider the base operational capacity that the Parks District has. What are the options that we can take financially and politically to move forward? His recommendation would be to be conservative and go hold and conserve model, which might mean postponing reopening the pool to make sure it is financially feasible and help to increase the discussion with the public. He brought up that going forward that Diversity, Equity, and Inclusion will be important going forward due to recent event, so that it's important to consider who you will serve and how you will serve them, with the pool and with parks.

They opened it up for questions. Hickok stated that he was hoping that the board would give direction on how they would like the group to finish the study – either with the original scope of examining a suitable rate for reforming the District, or looking at a slightly different scope of looking at the overall implications of COVID-19 on the Parks District for the next years to come.

Discussion ensued with Mahurin pointed out the cooperation with the Port seemed to be in the Parks District favor. McCarthy asked if there was an analysis of how we can operate until we can pass a bond or operating levy. Gleason said yes and there are multiple options to analyze. McCarthy suggesting a strategic plan that gets us to the bond measure. Cavaleri said that it would be important to get together again and discuss strategy. We are still a public entity and provides services and how diversity impacts the community

and including a more diverse population. Noteboom and Cross and echoed that a strategy was needed with the board.

#### 5. Finance Report

Morris said that finances would be talked about a lot over the next few months. Improvement fund hasn't changed. SDC's will hit the year end budget projections. In the General Fund, because the pool has been closed, revenue is flat. Expenses like utilities and chemicals have remained constant, with a slight decrease due to lack of usage, during the closure.

#### 6. Directors Report

COVID-19 Response. Hickok reported that we have been gradually opening as the state allows us. Playgrounds will be open in Phase 2. Restrooms are currently closed, with the option of opening them with appropriate signage explaining that we are unable to clean them at the recommended frequencies twice a day. Hickok asked for direction on the restrooms, and board stated their desire to see the restrooms open.

In terms of the playground, some board members stated the desire to open the parks, while others expressed caution of opening too soon. There discussed coordinating effort with other agencies. The city would not be opening Children's Park or the Waterfront Park but would be opening their other parks in the coming week. The group expressed the desired to coordinate opening with the city.

The Parks District received a great rating from our Insurance and workman's compensation. There are plenty of dangerous work that our staff does, but they are continue to keep safety at the forefront of what they do.

Hickok reported that the Bike Park is coming along. The park is close to opening and are finalizing signage. HRATS has been a great partner throughout this process.

The new website just went live. Hickok encouraged the board members to visit the site.

Trail signage is about to get a refresh soon. Most of the signs were installed over 15 years ago and are outdated and many much needed directional signs are missing.

The Columbia Land Trust sent over the first draft of the trail license agreement for the South Side Connector. There was a one question about motorized vehicles and whether or not we considered E Bikes a motorized vehicle. This is very hot topic and something worth studying.

Multi-Jurisdictional Master Plan – We have sent out the information and a doodle poll for the next sub-committee work session. Once we receive the update, we will send the changes back to our consultant for what will hopefully be the final draft.

#### 7. Aquatics Report

Wily gave an update on reopening plans, starting with all the updates and guidance from Oregon Health Authority, detailing protocol, guidance on masks, physical distancing monitors, capacity numbers, etc. In preparation of opening, the Parks District hired back some key staff members to help with the reopening process, like the Head Lifeguard and Assistant Aquatics Supervisor. A plan is in place for how to reopen the pool safely. Financial implications are a concern and something that should be examined as to whether it's in the District's best interests to reopen. The group discussed and weighed the value of waiting or reopening, expressing that the pool was a valuable community resource, that the utmost caution should be used to protect staff, but that they would like to see the pool open. The board expressed a desire to revisit the pool's reopening and do a more intensive study on the cost of reopening at a reduced capacity.

**Executive Session**

- 8. Executive Session, per ORS 192.660(2)(e)(i). To conduct deliberations with persons designated by the governing body to negotiate real property transactions and to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. *(The District Board will now meet in executive session. All members of the audience are asked to leave the call. 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 call.)*

Mahurin called the meeting into Executive Session  
 The group exited executive session at 9:32pm.

**Human Resources Consultation**

- 9. Independent Program Review

Morris (10mins)

Morris gave the independent Program Review starting with the wage scale for full time, exempt staff. This scale has been in use for a couple of years. She stated with wage scales, in the governmental sector, the range typically changes and shift according to the CPI. This scale has not adjusted over the past few years. Cross asked how the board is made aware when the scale changes. Morris said that the information would be seen during the budget cycle.

**Adjourn**

Cavaleri made a motion to adjourn the meeting. Noteboom seconded. All approved.

**Upcoming events:**

7-15-20 Regular Board Meeting



Approved By

7-15-20

Date



Attest By

7/17/20

Date