



**Hood River Valley Parks and Recreation District Regular Board Meeting
Wednesday, October 19, 2022 6:00 pm
Hood River Aquatic Center**

Minutes

In Attendance:

Board: Anna Cavaleri, Susanne Cross, Mike McCarthy, Nan Noteboom, Martha Ortega-Verduzco

Staff: Mark Hickok, Marcie Wily, Marcos Gonzalez

Legal Counsel: Ruben Cleveland

Public: None

Regular District Board Meeting

Call Regular Meeting to Order

Cavaleri called meeting to order at 6:01 PM

Comments from the General Public (3 minutes per person, per subject, Maximum 30 minutes public comment taken)
No comments from the public.

Review Minutes

1. September 28, 2022 – Regular Board Meeting Minutes

Action: Consider a motion to approve the September 28, 2022 meeting minutes

Noteboom move to approve the amended September 28, 2022 meeting minutes. Cross second. All approved.

Regular Business

2. District Long-Range Strategy and Discussion

Action: Review and provide feedback

Hickok gave an overview on the district long range strategy. Bob Keefer, SDAO Consultant, is finishing up the scope of work and contract to help with consolidation of the parks district. Looking at the timeline for having something on the ballot, next November would be possible, but the district would need to have extra staff and stay on schedule to make sure everything is done before the November deadline. The May 2024 deadline would give the district enough time to research and reach out to constituents. The board agreed that May 2024 would be more realistic and decided to set that as their deadline.

Cavaleri and Wily gave an update on the progress of establishing a foundation. They reached out to Amanda Lawrence, the Executive Director of White Salmon Valley Education Foundation, to gain more insight on a foundation. Lawrence offered guidance should we ever want to do larger events. She also encouraged that we invest in telling our story by focusing on people who use our pools, parks, and trails as a strategy for reaching voters.

3. Executive Director Performance Appraisal Process

Action: Review and provide feedback

Cross presented an update to the Executive Director performance appraisal process. Cross' overall recommendations were to set a timeframe for the review process, gather perspectives from organizational partners, and adjust the rating language and performance categories in the review. The updated review process would provide an opportunity for the board to hear from other stakeholders and ensure alignment between the board, the director, and the organization's mission and vision. The

board deliberated over the new process. They agreed that this is a great process in reviewing the director's performance but wanted to adjust a few minor things. The board will submit their comments to Cross individually and will look at it at the next meeting.

4. SDAO Board Training (Best Practices)

Action: Review material and follow up later.

Hickok discussed SDAO's training courses with the board. SDAO offers a 10% discount on the district's policy if the district meets these best practice goals. To reach the 10% discount Hickok asked if the board members could take some SDAO provided classes. The Board deliberated over which classes to take and decided to finish these classes before the next board meeting on November 16th

Reports (*informational, no action needed*)

5. Finance Report

Hickok gave an overview of the budget. The SDC are doing well and there will be more expense being charged to this fund because the district is adding an extension to Indian Creek southside. There could be a budget adjustment to the recreation fund in its first full year on the budget.

6. Directors Report

Hickok gave his director's report. The southside extension is progressing well, with three boardwalks being built along the trail. A grand opening for this trail will be held in the spring of 2023.

Hickok was elected as the new secretary for Oregon Recreation & Parks Association (ORPA). This organization has been beneficial to the parks district and the profession as a whole. ORPA will be hosting a conference on November 6-8. Seven staff members will be attending the conference, which is a great opportunity for training and networking with other professionals around the state.

Hickok met with the new Port District's Executive Director to help build a lasting relationship between the two organizations.

7. Aquatics & Recreation Report

Hickok presented the recreation report to the board. The recreation department is working on setting up the ski bus this year. The district is looking to hire a few ski coaches to chaperone. Most of the fall sports programs are at capacity or over.

Wily presented the aquatics report. The back roof panel was recently replaced because of the holes it has received over the years. Cross asked why the district hasn't been able to repair the tear in the interior roof pane. Hickok explained that since it is an interior panel it is not as essential to replace as an external panel. There is still an ongoing daytime staffing issue. Wily and the Aquatic Supervisor have had to work as lifeguards since the pool has not been able to hire any daytime staff.

Executive Session

Executive Session, per ORS 192.660(2)(e). To conduct deliberations with persons designated by the governing body to negotiate real property transactions. (h)To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. *(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.)*

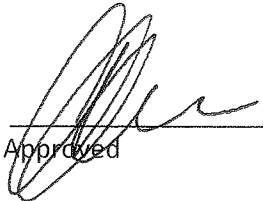
Cavaleri made the motion enter executive session per statute to discuss a real estate transaction.

Cavaleri made the motion to exit the executive session.

Cavaleri made the motion for Ruben Cleveland, HRVPRD legal counsel, to draft a request to Six Rivers for mediation. Noteboom moved to approve. Ortega-Verduzco seconded. All approved.

Adjourn

Cross moved to adjourn the meeting. Ortega-Verduzco seconded. All approved.



Approved

16 Nov. 2022

Date



Attest

11/16/22

Date

