



**Hood River Valley Parks and Recreation District Regular Board Meeting  
Wednesday, October 21, 2020 6:00 pm**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81122820941>

Or Telephone: Dial 253 215 8782 Webinar ID: 811 2282 0941

**In Attendance:**

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

**Staff:** Marcie Wily, Mark Hickok

**Legal:** Ruben Cleaveland

**Contract Accountant:** Monica Morris

**Members of the Public:** Roman Morretti

**Regular District Board Meeting**

**Call Regular Meeting to Order**

Noteboom called the meeting to order at 6:04pm

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

Roman Morretti introduced himself and stated he was interested in observing the meeting because he would like to get more involved in the community.

**Review Minutes**

1. **September 16, 2020 – Regular Board Meeting Minutes**

**Action:** Consider a motion to approve the September 16, 2020 meeting minutes

Mahurin moved, Cavaleri seconded. All approved.

**New Business**

2. **DRAFT RFP for Westside Park Planning & Permitting**

Wily gave an overview of the Request for Proposals Draft for the Westside Park Planning and Permitting. Staff has received feedback from retired city planning director, Cindy Walbridge, who will help with planning language and scope before sending it out for bids. The board gave feedback, stating that they thought it was a good idea to get help from Walbridge, due to the technical permitting process in the National Scenic Area. The board advised staff to move forward with the RFP with minor changes.

3. **Approve Columbia Land Trust Trail License for ICT extension**

**Action:** Consider a motion to approve the Trail License

Hickok presented the Columbia Land Trust Trail License to the board. The board asked for some of the language to be revised dealing with the Termination Clause. The revisions were made and sent it back to the Columbia Land Trust, their staff reviewed it and sent it back to their board, which was just approved. Anna Cavaleri made the motion to approve the Columbia Land Trust Trail License; Cross seconded the motion. All approved.

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

4. **Finance Report**

Morris presented the financial report, and gave an overview of the 20219-2020 FY, which is unaudited. Due to COVID-19, the aquatic center did not meet its budgeted revenue projections, but property taxes did meet

its projections. We are starting out our year with a better general fund beginning balance (unaudited) than we thought, even with COVID, which is good news. Morris talked about the Aquatic Center's longevity for the rest of the year. The Aquatics Center is supported by property taxes by roughly about 50 percent. The revenue that comes in the door in the busy months helps to offset other expenses throughout the year. It's difficult to project whether revenue will slow because people come in less. User group revenue help to offer stability. The group talked about the aquatic center and the feasibility of remaining open for the winter. Board members expressed concern, and wanting to make sure that we are being fiscally responsible, but also recognizing how important the pool is to the community. Staff said that they would do an analysis, discuss with user groups, and present a recommendation to the board at the next meeting.

## 5. Directors Report

Hickok gave the Director's Report.

COVID--19 Response – We have had to adjust some of our rules and procedures for operating the facility to comply with state guidelines, particularly as we have moved to being an indoor facility and making sure that people adhere to the mask mandate. Each year we sell and donate shower passes to the warming shelter to hand out to the homeless population. This year because of stringent guidelines from the state, we are unable to provide showers to the homeless population. We are brainstorming ways to continue to support this important role in our community while balancing the health and safety of our patrons. Hickok explained that with the CARES Act, the District was allocated \$250,000 in COVID related spending. One of the things that we looked at was a trailer for bathrooms and shower and laundry trailer that could be a used to serve the underserved populations in our community. Hickok asked for feedback related to this. All board members expressed support to use CARES Act spending towards a trailer that could provide bathrooms and a shower for the homeless community.

Cares Act Funding: The Parks District has received roughly \$30,000 of COVID reimbursement funding and is currently submitting for the latest round. The funds are limited to addressing issues directly related to COVID-19. We are currently funding the CARES act through sanitizing, mobile work technology, payroll expenses that deal with health and safety measures. Communication, signage, printing and design. Some potential uses for funding include the shower and laundry trailer, mobile meeting technology, fleet, equipment to facility social distancing on trails, and more park furniture for social distancing. The group talked about the ideas for using additional funding. Prioritizing, the group was supportive of the shower trailer, a new truck, additional park furniture and possible shelters for more outdoor gathering.

Job Vacancies: Andrew Kerr, our maintenance supervisor, resigned in September after serving the District for 6 years. His position is posted, and we hope to have someone hired soon. In addition, our administrative position is open, and we hope to fill that position soon.

Community Projects: We have some local groups and individuals reach out lately to help with projects at the Skate Park and tree planting on the Indian Creek Tail. We are working with these groups to create strategies to complete the work with proper protocol.

Barrett Park: Hickok reviewed updates with some of the issues that took place with the neighbors at Barrett Park. This neighbor was unhappy with RC Planes flying over her property. Hickok met with the aero-modelers and the neighbor to hear their concerns and help find a solution. The neighbor was supportive of the park and the space and would like to see the park become an open space with outdoor school.

## 6. Aquatics Report

Wily gave the Aquatics Report. The pool continues to be busy with lap swimmers, water aerobics, and user

groups. Staff is making sure to message the health and safety protocol when patrons enter the building, since the pool is now an indoor pool, and patrons are required to wear a mask everywhere except when not in the water.

**Executive Session**

- 7. 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 made a motion to exit the regular meeting and move into executive session. Cavaleri seconded. All approved.

No decisions were made in executive session.

Cavaleri moved to exit Executive Session, Mahurin seconded. All approved.

**Adjourn**

Mahurin moved to adjourn the meeting. Cavaleri seconded. All approved.

DocuSigned by:  
*Nancy Notelboom*  
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Approved



11/20/2020

Date

DocuSigned by:  
*Anna Cavaleri*  
20F27FDBC8DA448...  
Attest

11/20/2020

Date