



**Hood River Valley Parks and Recreation District
Board of Director's Meeting Regular Meeting
Wednesday, June 21, 2017 6:00 pm
Minutes**

Call Regular Meeting to Order

Davis called the meeting to order at 6:01pm.

In Attendance: Board Members Greg Davis, Matt Rutledge, Mike McCarthy, Art Carroll; Staff District: Director Mark Hickok, Interim Assistant Director Marcie Wily; Members from the Public: Susan Crowley, Anna Cavaleri, Nan Noteboom, Sandy Beilan

Comments from the General Public:

No comments.

Review Minutes

May 17 – Regular Board Meeting Minutes

Carroll asked that the word “chair” be struck from the Children’s Park Update. Rutledge moved to approve with the amended change. Carroll seconded. All approved.

May 30 - Special Meeting to Approve Golden Eagle Construction Bid

Carroll requested that the engineer’s name be added, Leo Sandoval, as well as the attendance. Carroll made a motion to approve the minutes as amended. McCarthy seconded. All approved.

Consent Agenda

None

Unfinished Business

1. SDC Special Projects Criteria

Hickok asked if there were comments regarding the SDC Special Projects Criteria for SDC fund requests. McCarthy questioned the legality, saying he thought that SDCs needed to be allocated for specific projects in a capital improvement plan. Hickok stated that after conferring with our SDC consultant their interpretation is that the 20 year capital improvement program list can be general, such as “Capital building improvements to existing parks”, but that he could verify with legal counsel again. Rutledge asked if the board could move forward pending legal council approval. Hickok said yes. Discussions was had about the allowable amount for a special project. Davis stated that he felt like it was good to have criteria to help corral the smaller requests. Carroll suggested a call letter or an invitation to submit. Hickok said that the intention would be to have a specific time per year to make requests, likely around the budgeting process. McCarthy asked that project criteria specify that eligible projects be in line with the Hood River Valley Parks and Recreation District capital improvement plan; Hickok agreed. Rutledge made a motion to direct staff to pursue the funding application process and adopt the template with the suggested changes discussed, pending review with legal council. Carroll seconded. All approved.

2. School District Partnership for Asphalt Parking Upgrade at Golden Eagle

Hickok reported that Superintendent Dan Goldman said the school board was in favor of sharing half of the cost of the parking and asked the board their thoughts, stating that the additional cost would be approximately \$36,000. Discussion was had about maintenance costs between asphalt versus sealed gravel. Questions surrounded where the money the money would come from. Morris said that money is available from the improvement fund or it could be used from county SDCs.

Rutledge made a motion that the District to move forward in cooperation with the school district to split the cost of the upgrade to an asphalt parking lot and to use the money from County SDC funds. Carroll seconded the motion. Rutledge, Davis, Carroll approved the motion, and McCarthy opposed the motion. Motion passed.

Public Hearing 6:30pm:

Hood River Valley Parks & Recreation District 2017/18 Budget Public Hearing

Davis opened the public testimony at 6:36 PM on the 2017/18 budget and invited public testimony.

There was no comment.

Morris reviewed two changes made in the presented budget that was approved by the budget committee. The changes were a 20% increase in a stipend for health care as well as a change in transfers regarding Golden Eagle Park Project. Transfers were made from SDCs to the General Fund where the money will be able to be spent for the project.

McCarthy questioned what would happen with the SDC fund total in the amount of approximately \$21,000. Morris clarified that there was a difference of \$21,000 between the amounts of the district auditor and the special SDC audit performed by Pauly Rodgers. At that point when the difference was noted, Morris explained that she asked the board how they would like those numbers reflected – having general fund make up the amount, or start with a clean slate -- and the board directed to have it reflected with a clean slate beginning in 2017/18 fiscal year. Morris said that moving forward, there will be a report presented on SDC expenditures every quarter.

Davis asked for any further public comment. Susan Crowley spoke up about concerns from members of the Westside community and how parkland will be acquired for the Westside area. She requested that Parks and Recreation make the budget more transparent and in a user-friendly format for public understanding. She stated she hopes that the Parks District would take the lead on funding initiatives for parkland and trails in the future.

Close Public Hearing

Carroll made the motion to close the public hearing. Rutledge seconded the motion. All approved.

New Business

3. **Resolution 16/17 #___** Approval of 2017-2018 Hood River Valley Parks & Recreation District Budget

Morris stated that the resolution presented was the way the state required it and that the approval of the resolution would allow authority of the expenditures. McCarthy stated that he was opposed to the budget and would vote against it because it contains \$410,000 for Golden Eagle Park Project and that the original grant money was intended to support a park with ball fields for kids, what the District has identified as a priority for many years. Rutledge made a motion to adopt the budget for 2017-2018 as proposed. Carroll seconded the motion. Budget approved three votes to one, with McCarthy opposing.

Rutledge moved to impose the tax for the 2017/18 fiscal year in the amount of for \$0.3498 cents per \$1,000 of assessed value for the permanent tax rate. Carroll seconded the motion. All approved.

Rutledge moved that to approve the resolution approving the tax rate of \$0.3498 cents per \$1,000 and excluded from limitation the general obligation bond debt service of \$202,110. Carroll seconded the motion. All approved.

4. First Reading of **Ordinance 17/18# 1** AN ORDINANCE ADOPTING THE RATES FOR HOOD RIVER VALLEY PARKS AND RECREATION DISTRICT

Wily reviewed the rate schedule ordinance and gave a brief overview how the new rates – an increase to general admission rates, a major change in how teams are charged for pool space being used, as well as increases in school groups, lessons, private rentals, and how the facility charges physical therapist for time and space used. Wily explained that for the rate schedule to be set as an ordinance it had to go through two readings before it was approved and that the board could move to read the ordinance by title only rather than reading each rate individually. McCarthy moved that we read by title only. Rutledge approved. All approved. Rutledge moved to approve the first reading by title only of accepting the rates of Ordinance 17/18 #1. Carroll seconded the motion. All approved.

Reports (*informational, no action needed*)

5. Financial Report

Hickok and Morris presented the financial report. Morris stated that she ran preliminary numbers and that it appears that the Parks District will be within the parameters of budget requirements.

6. Directors Report

Hickok gave the director's report, and began by thanking Davis and Rutledge for their service as board members. Hickok reported that staff is moving forward to hire a part time staff person to help get the files updated and organized, as we as moving towards a cloud based budget software system for the accounting. Morris will work with Hickok and the auditor to make all the recommended changes and create a new chart of accounts to work from. The chart of accounts will include a break out for various projects and parks, as requested by the board. In addition, staff has been working financial procedures and an employee manual.

A work session is scheduled for June 29th with Opsis Architecture and consultants, where they will report on the information from the study, provide various pool enclosure options, complete with concept and three-dimensional designs.

Golden Eagle Park Project was awarded to James Dean Construction. The contract has been signed and the project is set to begin in July. The dog park contract is underway but still awaiting permitting.

7. Aquatic Center Report

Wily gave the Aquatic Center Report and reviewed the pool financials, gave updates on summer pool programs, the blended lifeguard training class. The roof panels were removed on June 3, and the summer schedule started June 19th.

Executive Session

Executive Session per ORS 192.660 –if needed

No executive session needed.

Adjourn

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