



**Hood River Valley Parks and Recreation District Budget Hearing & Regular Board
Meeting Wednesday, June 21st, 2023, at 6:00 pm
Hood River Aquatic Center**

In Attendance:

Board: Anna Cavaleri, Suzanne Cross, Mike McCarthy, Martha Ortega-Verduzco

Staff: Mark Hickok, Marcie Wily,

Contracted Accountant: Monica Morris

SDAO Consultant: Bob Keefer

Public: Mike Howard, Keir Bryerton, Abigail Elder (Zoom)

Public Hearing 6:00pm:

Hood River Valley Parks & Recreation District 2023/24 Budget Public Hearing

Action: Consider Public Testimony

Cavaleri opened the public hearing and requested public testimony: Keir Bryerton requested clarification on what the increased wages for staff would be in the new budget and who would receive them. Hickok explained that the budget contained a 5% cost of living adjustment for all staff. The public hearing closed.

Regular District Board Meeting Call

Regular Meeting to Order

Cavaleri called the meeting to order at 6:05pm

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

Keir Bryerton asked if the parks district has a specific policy on being welcoming and inclusive. Keir stated that our lobby does not feel welcoming and suggested that the district looks at ways of being more open and welcoming to all people.

Review Minutes

1. **April 19, 2023 – Regular Board Meeting Minutes**

Action: Consider a motion to approve the April 19, 2023 meeting minutes.

2. **June 6, 2023 – Special Board Meeting Minutes**

Action: Consider a motion to approve the June 6, 2023 meeting minutes.

Ortega-Verduzco made a motion to approve both sets of meeting minutes. Cross seconded the motion, All approved.

Regular Business

3. **Resolution 22/23 #4 FY2022/23 Supplemental Budget** (budget adjustment) Hickok (5 mins)

Action: Consider a motion to approve the resolution for the FY 2022/23 Supplemental Budget

McCarthy made a motion to approve both sets of meeting minutes. Cross seconded the motion, All approved.

4. **Resolution 22/23 #5 FY 2023/24 HRVPRD Budget**

Hickok (5 mins)

Action: Consider a motion to approve the resolution for the FY 2023/24 Budget

McCarthy made a motion to approve both sets of meeting minutes. Ortega-Verduzco seconded the motion, All approved.

5. **District Long-range Strategy and Discussion**

Hickok/Keefer

Action: Review and provide feedback

Hickok and Bob Keefer (SDAO Consultant) updated the board on the progress they have been making with the long-range strategy plans. Keefer and Hickok met with Jeff Hecksel from the County then also

met with Kevin Greenwood and Port Commissioner Ben Shepard from the Port of Hood River. They shared the most recent plans with them and asked them both about their interest in participating and feedback. The meetings went well, and they showed interest and would like to be included in the discussions. The district informed them of the next steps including polling and surveying the public and then bringing the results to the elected officials of our partner agencies in early fall. Hickok shared a proposal with the board for polling potential voters. The board said they supported the polling and advised to move forward with plans after consulting with the attorney about public contracting rules.

6. Executive Director Performance Appraisal Process

Cross (20 mins)

Action: Review and provide feedback

Cross shared that this is the first time the board has used a new 360 review process to evaluate the executive director. The board discussed the new process and will continue to evaluate.

Reports (informational, no action needed)

7. Finance Report

Hickok (5 mins)

Hickok presented the finance reports. It is the end of the year and things are finishing up and for the most part things in the general fund are looking as expected. The SDC revenue came in short of projections. The Recreation Fund is doing well. Since this was the first year of the fund there were some projections that were a little off, but revenue is outpacing expenses, and we are looking healthy.

8. Directors Report

Hickok (10 mins)

Monica Morris (the parks districts finance and HR consultant) discussed a future Staff Compensation Study. She advised that we look at staff wages holistically, gather data on comparables from multiple sources and look at the effects on the budget before making decisions. She will get started this summer and bring this back to the board. Hickok updated the board that the city gave the district official notice that it intends to move forward with the Westside Urban Renewal District and public comments are due August 1st. The new auditors from Singer-Lewak were on site this week. In July we will be having a discussion about the possibility of changing our regular meeting times.

9. Aquatics & Recreation Report

Wily (5 mins)

Wily gave the Recreation and Aquatics Reports. Both the pool and the rec programs are ready for summer, with camps and summer programs starting in another week.

Executive Session

Cavaleri announced that the board was entering executive session to discuss per ORS 192.660(2)(e). To conduct deliberations with persons designated by the governing body to negotiate real property transactions

Cavaleri announced that the board exited executive session and that no decisions were made during executive session. Ortega-Verduzco made a motion to authorize Mark Hickok to sign contracts and spend up to \$855,756 for the purchase of 2480 Sherman Ave. for a trail connection for the Westside Community Trail. McCarthy seconded. All Approved. Motion carried.

Cavaleri announced that the board was entering executive session to discuss per ORS 192.660(2) (i) 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.

Cavaleri announced that the board exited executive session and that no decisions were made during executive session.

Cross made the Motion to adjourn at 9:30pm, McCarthy seconded, all approved.

Ray Notelbo
Approved
[Signature]
Attest

7-19-23
Date
19 July 2023
Date