



Minutes
October 16, 2023

1. Call Meeting to order- 12:00pm
2. Guests: Bruce Bartley and Werner Arntz (Pool Construction and Designer)
Channing Nisbet and Miranda Wagner (Swim Team)
3. Present: Becki Graham, Tammy Wheeler, Amie Scott, Kelly Novak, Brandy Branstetter, Janae Trindle (OPG)

4. Old Business

- Construction at Pool – Bruce addressed invoicing questions and Werner gave an overview of compliance guidelines.
Werner explained there will be one ADA stall and the design changes are within the same costs. The end stalls will be a shower stall, the sinks can stay in same location, and the vestibule is included in phase one. HDP&R is waiting on National Park service to approve the addition. The approval is required because the addition will take away from Park usable area. The building is well-built with no structural issues, the roof will not run over storage. A solid door (no glass) will save on cost. The purpose of the vestibule is a waiting area for kids out of sun and in a safe space.
The board needs to make a decision to pay for the permit. Werner suggested to get the permit now on the Phase One and then the plans can be turned into the planning department. Rachel motioned to move forward to start the permit process on Phase One. Kelly seconded. Passed Unanimously.
Bruce asked if the Board preferred a time and material invoice with a not to exceed amount or a fixed scope of work invoice. The board will make a decision in November. The weather will be a factor on start date of remodel.
- Swim Team – Discussion with Channing and Miranda
The balance of the swim team bank account has enough for the timing system plus 1500 for the next year startup amount. The swim team pays the coaches wages and per diem. The referees are volunteer but the swim team may pay for hotels. The swim team will pay HDP&R for use of the pool and life guards. Each year the organization does a flower basket sale for fundraiser which they would like to see continue.
Channing would stay on the board but not help with the meets. Mindy and her husband operate the timing system. The person operating the timing system needs a designated position with the Oregon swim team. The swim team is looking for another entity to facilitate the swim team because they are lacking parental participation. The swim team parents do not know what their tax status is (Non-Profit) and what their standing is as per IRS. The swim board will need to know in February to switch ownership.

5. Approve Minutes from August/September 2023

- August changes needed: Add Definitions for: Long term (5-10yrs), Short term (1 year) Midterm (2-5yrs) Change resurfacing the tennis courts to Midterm not Short-term. Amie motion to approve August minutes with adjustments Tammy seconded. Passed Unanimously.
- September Minutes change: Minutes not Agenda. Kelly motioned to approve September with change. Amie seconded. Passed unanimously.

6. Approve Financial Report/Sign from August/September 2023 Tammy motioned to approve Amie seconded.

Manager's (administrative) Updates: Manager Report

- Next week is the last week of soccer
- Next week is the last week of volleyball
- Girls' BB will start in 2 weeks
- Halloween skate night is Friday night and Brandy will pass out trick or treat bags with passes.
- Red ribbon week is this week.
- Brandy had a meeting with Denise Rose. She will plan to attend next YCTC meeting with a progress report for HDP&R funding for scholarships. HDP&R will get an Internship through the HS for helping Brandy.
- Brandy hasn't announced HDP&R received the grant yet. She will go on the radio then to the city and county meetings to give information about the funds awarded.
- The pool is shut down.
- Brandy needs help finding a safety security grant. Kelly volunteered to help.

7. New Business

- Storage Units – Brandy researched and found 7S Storage has a 10x10 storage unit for \$50 a month. HDP&R can put the lawnmower and sporting equipment in a storage unit. Tammy will store the lawnmower trailer for the winter. Amie motioned to rent the storage unit; Rachel seconded. Passed Unanimously.
- Amie Questions:
Kirby, the Hines City Manager, wants to know about the backflow issue because the City of Hines could help with cost due to the fact it has been utilized by the city. The Mayor of Hines is asking why the P&R sign is not installed yet. Brandy replied the sign is ordered and Alans Repair is building a metal frame for the sign. It will then be installed.
Don't forget to give your wish list for Hines Park Plans (Updating Parks). The meeting is Nov 8th at the Middle School at 6pm.

8. Executive session meeting

9. Adjournment of Meeting 1:25pm

10. Next Meeting: November 20th, 2023 5pm (That is the Monday of Thanksgiving week)
Cara will take minutes.