



Sisters Park & Recreation District
Board of Directors Work Session
Tuesday, October 6, 2020- 4:30 -6:30 p.m.

1. Call meeting to order – Bob Keefer, Board President.....5 min.
 - a. Adjustments and/or approval of agenda

President Keefer called the meeting to order at 4:32 p.m.

Attendees: Bob Keefer, Board President, Jeff Tryens, Board Vice President, Peggy Tehan, Board Treasurer, Rosemary Vasquez, Board Secretary, Jennifer Holland, Executive Director, Sarah Hyatt, Recording Secretary

Absent Board Members: Heath Foott

Visitors: Cory Misley, City Manager

2. Update on Sisters Urban Renewal Plan- Cory Misley, City Manager & Jennifer Holland, Executive Director30 min.
 - a. Cover memo

Executive Director Holland and City Manager Cory Misley discussed in depth the Urban Renewal Agency (URA) plan updates and the impact that it will have on special taxing districts. If the base tax remains frozen until 2037, the SPRD tax increase that would be forgone and allocated to the URA is \$116,681.

Treasurer Tehan asked about the district’s role or involvement in 2003 and if this was a decision made by the city council without input from the taxing districts. Cory stated that the city council can implement a URA unilaterally.

Vice President Tryens asked which unforeseen circumstances have occurred that cause SPRD to pay into this plan update for seven more years. Cory stated that two things have happened: 1). The city plans to initiate four-million-dollars worth of projects in the next 2.5 years and 2). The recession. Property values dropped during the recession, therefore, the anticipated URA funds were not received. The URA has been set aside for five years and hasn’t been utilized in the past.

Board members were concerned with the lack of involvement during this planning process and felt that SPRD and other taxing districts should be involved with the city projects. Cory stated that the updated plan was created (broadly) so there could be future conversations and collaboration on the projects. President Keefer stated that he appreciates the city’s forward thinking and collaboration with the city and asks that we (SPRD) be on first base together as we move this ahead. Cory agreed and stated the city is looking forward to the partnership with the taxing districts.



3. Website improvements and future plans, Jennifer Holland, Executive Director.....30 min.
 - a. Cover memo

Executive Director Holland went over a presentation outlining updates that have been made to the SPRD website over the past few months. The updates included items such as COVID updates, resources for pre-school families, disability accessibility, etc. Director Holland then asked the board for feedback on the website.

Vice President Tryens mentioned that on the phone that the website looks like a website and less like a mobile phone application (app), making it a little less user-friendly. Executive Director Holland stated that SPRD has not discussed the implementation of an app as it is highly expensive, however, it is something that the staff will look into.

Treasurer Tehan stated that the last couple of times she has visited the website, there has been a vast improvement for accessibility. She has also heard from patrons that the registration is easier and more accessible.

President Keefer stated that the website is missing what the park district is, i.e. history, about SPRD, and minutes. Although this is on the website, this needs to be more obvious for patrons to find. He is also concerned about the amount of information that is openly available pertaining to current employees. This should not be on the website or it needs to be password-protected. Executive Director Holland stated that she will work on getting an estimate for the app and password protection and send an email to the board with that cost estimate to discuss in the future work session.

4. Review six-month meeting outlook- Jennifer Holland, Executive Director.....15 min.
 - a. Cover memo
 - b. Six-month meeting outlook

Executive Director Holland reviewed ticket items that will be discussed in future board meetings over the next six months. She asked the board for feedback.

Vice President Tryens asked about the board manual. Executive Director Holland stated there was one created in 2016, but it is not clear if it was approved. President Keefer agreed and stated it is best practice for special districts to have one as it covers duties of the officers, ethics, etc.

President Keefer asked Executive Director Holland to present this calendar with updates every quarter.

5. Other business

Executive Director Holland reminded the board of upcoming events, asking if anyone is interested in volunteering. President Keefer asked that the staff ensures we have a quorum for the November 10th board meeting.



6. Adjourn Meeting

President Keefer adjourned the meeting at 6:11 p.m.

Respectfully submitted,
Sarah Hyatt, Recording Secretary
Approved by the Board of Directors on