

Vineyard Mountain Park and Recreation District
October 21, 2021 7:00 PM Teleconference meeting via Zoom
Participants – Jen Olarra, Jeff Powers, Darlene Santich, John Snelling, Ray Topping, -all Board Members
and John McLoughlin, Sterling Graham and Matt Dotson

1. Approved June 24, 2021 meeting minutes with revisions - Motion John, second Jeff approved unanimous.

2. Trail updates – Update by Joe, completed most of upper trail development. Remaining - trail entrance from Worden. Plan development by Tom Bruch. Address wet area crossings.

John added that there is a plan to address the steep areas on the trails from the pool area to Concord with some treads. John to accompany Tom to Home Depot for treads that Tom will prepare for installation. John will forward estimate on materials for steps and treads to Board

Plan for wet areas on upper trail. Joe described that stepping stones will be added in a couple of the wet areas. Plan to use rock and native stone.

John, described that Jim Nusrala forwarded photos of damage by someone driving down the park path from the snow park driving park of the path and then returning back up the path to the snow park.

3. Tracking use of trails – Ray recommends a follow up to the survey from several years ago to get feedback on how the trail expansion has influenced trail usage suggesting late spring or summer next year.

Ray complimented especially John and Joe on the great work for the trail expansion that has been completed.

Jeff asked for feedback on how adjacent property owners have felt about the trail expansion. Ray and Darlene responded that there have been no concerns expressed from the adjacent property owners,

4. Tree removal (impacting park land) – Jeff described that Sperry tree care is removing a tree that will need to fall across Concord and partially into the Park property. The Road District has sent information to residents about the tree falling and the temporary closure of Concord Dr. Jeff has been communicating with the property owner and the contractor. Concern about an Oak tree on Park property. Jeff plans to be on site when the tree is removed and monitor the work with guidance to avoid damage to Park trees.

5. Bus shed and new routes – The bus is coming up Concord now to the snow Park area. Darlene added that school buses are coming up Burgundy Dr. Jen recommends putting on survey on the current bus shed to gain information on who uses it. Matt Dotson added he sees at least 3 kids walk to the bus shed. Matt offered to re-roof it. Discussion. Matt and Sterling will lead to replace the roof. Ray will coordinate with Darlene to purchase shingles that match with the kiosk.

6. Burgundy stairs asphalt sealing – Darlene responded that it won't get done this year. She has not been able to find a coordinator to do the work. Darlene completed several improvements – refinishing the steps and rails, pressure washed the path, trimmed the weeds. John coordinated having the drainage trench cut along the apple orchard. And, John coordinated placing rock along the path. Asphalt sealing

tabled until next spring. Appreciation to Paul and Carol Adamus for donating the water connection to clean the path.

7. Farmhouse Road – John committed at last meeting to solve the Farmhouse Road dedication to have the Road right-of-way assigned to the Road District to have it properly assigned for maintenance. Discussions with the Road District indicate that the Road District would accept the property. The lower section from Sulphur Springs to the property driveway (Lisa and Debs property) belongs to the Park District. The rest of the road area appears to belong to the Park District as a utility easement. John has talked with Northstar surveying about providing survey services. They have been very busy but have agreed to provide services. John proposed splitting the cost between the Road District, the Park District, the Swim Club, the Gardners and Deb Mott. We need to know what Northstar wants in fee for the services. Next action, John will follow up with Northstar to get a fee proposal and then everyone can respond to what that cost is. John will contact SDAO about legal assistance.

8. VMPRD park docs digitization project - Ray offered to help with organizing the docs and getting them into files consistent with Oregon Administrative Rules on record keeping. We endorsed that structure and record retention in our policies which is on our web site. John has some records. Jen asked how e can proceed on a collaborative process. John has records on his computer. He suggested Patti Haggerty may have some records on her computer. John has 3 boxes of records. We will split up the record review between John, Jeff, Jen and Ray. Target of sorting and organizing the records by March 1.

9. VMPRD bylaws update – Jeff and Ray have been coordinating on this. Jeff agreed to take a lead on this. We do have the ORS definition of how we operate. John will forward the bylaws from the predecessor, the riding Club and will provide that to John. John will forward Vineyard Mountain Recreation Club Bylaws to Jeff.

10. Best Practices and SDA Insurance reduction- Information Security Policy – John described that Ray initiated this by responding to the SDAO survey question. John prepared a draft Information Security Policy document which he distributed to the Board. The policy would provide a 2% credit if we adopt the profit. Ray motioned that the policy be adopted. Jeff seconded. Approved unanimously. We expect a 6% reduction in our SDA insurance: 2% each for Information Security policy, training, and checklist

11. Articles of Incorporation for the Park District – We are missing the documents that show how the land area was reduced from the 45 acres described in the initial Articles to describe how the area was reduced to the current Park area of three parcels that is nominally 30 acres - the large area above the pool, the pool area and the area below the Gardners house. Sterling offered to investigate this for the Park District. John will send Sterling the available background information.

12. Financial update – John described currently we have \$4,389. We will receive \$5,287 in property tax income. We have \$1,700+ that we need spend to receive the full trail grant funds. In round numbers we will have about \$10,000. We plan to spend another \$2,000 on the trails. And have maybe another \$1,000 of costs. Plus about \$500 for the bus shed roof.

13. Misc. items – It has been a particularly busy year. Appreciation and recognition for everyone's services through the year.

The General meeting concluded at approximately 8:25.

Executive Session followed to consider the nominations for the open Board Position – Position #4 that expires in May, 2022.

Two candidates – Paul Adamus and Sterling Graham.

Considerable Discussion by Board Members.

The majority Board vote was for Paul Adamus.

However, the Board would like follow up with Sterling to keep him engaged with the Park District and values and appreciates his interest and appreciation.

Jen will inform Paul and Sterling.

Target for next meeting – early next year.

Added minutes following the Board Meeting:

Jeff Powers informed the Board that he would be resigning from the Board.

The Board voted electronically with unanimous approval to have Sterling Graham fill that open Board position – Position #3 that expires in May 2024.