

Villages at Mt Hood Work Session

April 8, 2008

Roll Call: Rick Applegate, Robert Baker, Pat Buckley, Nancy Dougherty, Judith Norval, Bob Reeves were present. Excused: Barbara Saldivar,

Chair Nancy Dougherty called to order the work session for the Villages at Mt Hood Board of Directors at 3:05pm.

Topics for today's agenda include signage, design standards, community garden, community center, tourism, recycling, and committee structure

Nancy asked the group to rank topics for discussion. Bob stated that he thought signage should come first. Rick thought tourism should come first since it was paramount to other issues.

Judith stated she felt that the Tourism Action Plan group (TAP) was making an effort to work with the Villages board. Bob and Rick discussed their points of view regarding how tourism fits within the Villages priorities.

Nancy talked about creation of two welcome signs not signage in general. Chris stated that it appeared to be two different topics. Everyone agreed. Rick talked about sign code and signage in relationship to the business community. It is vital to have business buy in. Nancy wanted to talk about two entrance signs.

Rick told the Board about a conversation with the state Scenic Byways representative at the Governor's Tourism Conference. Rick talked about the difference between signs and signage.

Robert Baker said the Villages needed to prioritize their categories, probably with two different areas under that category. He asked if signage and design standards are first priority. The general agreement was that is what the Board wants. First determine if this is the number one priority.

Rick said his first priority is tourism. Nancy said we need a sign to announce that people have arrived in the Villages. Robert stated that signage and design standards are first priority, signs will be first project. No 2 priority will be tourism, and the first project will be a letter authorizing the group for TAP. Chris Roth suggested the Board needed to vote on the letter, either supporting or not supporting the TAP group to be the implementers of the plan.

Other projects, such as the Community garden and recycling project are largely taken care of. The Community Garden will begin planting May 1, 2008. Judith was asked if this is an independent project and can stand alone. The consensus was yes it could operate without any assistance from the Villages. A question was asked about what was currently being recycled. Judith answered paper and magazines were the only recyclables being collected. Someone asked about metal? She said probably not, and plastics can be done curbside so there is no need to do them. She was also reluctant to add additional types of recycling due to the potential for messes that would require cleanup.

Kirk (last name unspecified) has contacted Judith about additional metal recycling possibilities. Those plans are hold. If Community Gardens and Recycling project are to be priorities, they will be #5 and 6 on the Board list.

Judith said that at the Women's Club meeting yesterday, \$4000 was appropriated to do conceptual drawings of the Community Center. Judith felt that this could rekindle interest. People may be more interested with representative drawings available. This could be used as a mini-groundbreaking to kick off a new fundraising effort. Barbara Saldivar, Doris Grolbert, Betty Fortune, Judith, and Alma Reick have met to discuss planning efforts in the past, but now it may be time to meet again and resume planning. Presence of the daycare center and its potential continuation will effect whether the old Community Center can be renovated. The daycare center's lease ends June 1. Any actions will depend on what happens with the daycare center.

Pat Buckley asked if the committee has investigated the possibility of incorporating the old building into the new design. Judith said that was a possibility. The big room could be renovated for commercial use/rental. The building has a commercial kitchen. It could be used for seniors' monthly lunches; also the Chamber of Commerce may be interested in renting a space. PALS and the library may also rent a portion of the building. This could be a cheaper alternative to help defray the cost of operating the building. Judith said the committee felt having the Library in the building is their first priority; Chris asked if the Sandy library might be willing to contribute money for library operations. Judith said she hadn't thought about it.

Pat asked if that would this mean the Hoodland library would be consolidated into the Sandy library. This is likely to happen if the library measure passes. Nancy asked the Board postpone the library discussion until later.

It was decided that the Library is the Board's number three priority.

Committee structure: Chris said her bosses were asking her to justify how her time is spent. She felt the BCC would like to have SPO become part of the Villages official structure rather than be an ad hoc group. She can then provide

staff support. This would provide clearer structure if the SPO became part of villages, as a standing committee. Shirley said yes, this was fine with her.

The discussion returned to signs. Nancy asked someone to volunteer to research the cost of materials for signs. She referenced a sign designed by Marianne Hill. It was suggested that the Board talk to John Borge for sign design requirements, permission for placement of signs and any restrictions regarding the signs. Someone asked who will carve the signs. Nancy knows someone who would carve the sign. She asked what will be total cost and a timeline might be. Rick said he would like to see metal incorporated into the design. Pat also suggested stone be used. Everyone wants to see a partnership between the Villages and the TAP group. Nancy wants to begin something immediately. She said it was important to do something now. She wants legacy signs and the cost should be investigated.

Judith said don't duplicate time and effort, but rather work with the TAP group. Nancy has some logo drawings that could be used. Rick suggested they use the Villages `of' logo. It is necessary to investigate trademark issues. He said there is no need to choose `of' vs. `at'. The Villages "of" logo is very attractive. Adoption of their logo could be worked out with minimal effort. Nancy asked who will do this. Robert suggested historical group/builders should be part of this effort. The Board should seek out community involvement. Artists groups and historical and builders should assist with the signs. Robert said redoing anything is more difficult and costly. You should do it right the first time. Jason Johnston, a local artist, is anxious to begin working with the Board on a project like this. Gary Randall, another local artisan is also ready to participate in this project.

Robert suggested that Gary Randall be chair of a sign committee. Judith said usually there is a board member who is co-chair. An example is the Community Garden and how Russ Branson has taken over this project without any help from the Board.

Rick will contact Jason and Gary. Gary is anxious to participate. Rick will ask him to come to next meeting. Chris said you should ask artist to do design rather than wait until design is ready. Robert suggested they let the committee do their work; don't have the Board do it. Funding may follow if you involve lots of people.

Shirley asked if Gary can apply for a grant from TAP group. The group felt other options are available, and they should let him investigate the options. Art Action Alliance, Art in the County public art program are possibilities. Mountain artists should participate in this effort. Rick said Sue Allen, local resident, and part of the Arts Action Alliance will be contacted. Judith said local artists have not been well supported. Chris suggested that the Villages may want to support an art show at the Community Center. A discussion of possibilities occurred.

Doris Grolbert, Shirley and Judith will talk about the library levy and surrounding issues. The Board had a discussion about the boundary of the proposed district and its fairness. The unincorporated area is large and Sandy portion is largest.

Rick said the assessed valuation of area is huge. \$170,000 will be allocated to the new library vs. the \$260,000 in tax revenue that the area included in the Hoodland Fire District produces. Shirley asked why the Villages couldn't run their own library district. Chris suggested that they have a plan B to discuss with Doris. Doris thinks a plan B is good idea. Bob thinks this idea is possible. He said likely a Transportation County Service District may come up for a vote next year. Judith asked where all the money is going. Rick said that County Service Districts could increase taxes by up to 35-45%. Chris said the County closing their public health clinics. She explained that most of the dollars are pass-through funds and not General Fund dollars. Rick said the County is restructuring tax base right now and that if properly structured, a tax decrease is possible if local County Service Districts are developed.

Robert asked Chris with election coming, will all five candidates run at large or will they have specially designated areas of concern. She said not really, there are no districts as currently envisioned. There is also no provision for special area of geographic interest. Pat asked if the Board of Commissioners could go into districts after a while. Chris said this was a distinct possibility. Pas said he had heard that it could happen in 2012.

Rick said it would be to the community's benefit to allow tax dollars to be managed more locally, and if needed have paid staff to support local activities.

Nancy read two pieces of correspondence. The first was a letter from Margaret and Bob Thurman. It was read into the record by Chris. The topic was denial of water hookups for workforce housing. They applied for 20 units. The letter was a request for help from Lynn Peterson, and asked if the County was interested in participating in a PUC hearing.

The Board then discussed water availability, water moratoriums, and planning for growth. Rick and Nancy discussed the problems of water well drilling at the Resort. Someone asked which Public Utility Districts (PUD) are in what areas. Chris thought there were two PUDs, one in Lincoln County and the Emerald PUD in Eugene. She will find out.

Welches Water Company can dig into same aquifer for additional wells for the Resort as are currently being tapped. Chris explained that water issues will be a major discussion in next Legislature. She said a home owner has the right to drill a well if they have a single family residence. Robert said it was important to continue to pay attention to this issue. Bob said water is the number one issue to

watch, as it will be for some time into the future. All agreed that water is the biggest issue facing us today. Rick said Sandy could be asked to come in and take over water provision for the mountain sometime in the future.

Nancy then read a letter from George, complaining that board members are abstaining from votes. Judith stated that if person is unclear, what is wrong with abstaining. That doesn't mean that we aren't doing our jobs.

Robert explained that abstaining is basically a no vote. Your responsibility as a board member is to vote. You should take time to know the issue and should educate your self about it.

Bob said an abstention is appropriately used when there is a conflict of interest. You must state your reason for abstaining.

Robert said all the elected and appointed boards he had served on are instructed that they are expected to vote yes or no. A member should only abstain if there is a clear conflict of interest. Chris stated that conflict of interest is a specific legal issue involving a financial gain or loss. A potential conflict of interest is just that, only a potential conflict, but also must be declared.

Robert said in eight years of government, on both elected and volunteer boards, he has encountered only two actual conflict of interest situations and they were financial in nature.

Bob said if you are at convention and someone buys dinner, there is no conflict of interest. You declare your conflict and then continue to do business.

Judith said there have been so few abstentions, only two so far and they changed to yes after clarification.

Robert said this is an educational issue and he recalled lots more than two during the time he has been on the board

Rick said declaring a conflict negates the conflict in many situations.

Nancy read a letter written April 1, from the board to be sent to Linda Bell regarding appointment of TAP group. Nancy read the letter into record. She stated that the TAP grant needs annual approval. Judith asked whether Shirley Dueber signed an authorization letter each year. Shirley said she did not. Linda Bell had stated at an earlier board meeting that Shirley had signed the letters on behalf of the Strategic Planning Organization; Linda later retracted the statement about Shirley signing the letters. Shirley stated she had not signed them. Apparently no one had ever signed an authorization letter.

Rick said the letter authorizes the TAP group to spend \$30,000 in Transient Room Tax funds, and outlines who has control over the money and who doesn't. Each community involved in the TAP program decides how to manage the money, and is decided by the local governmental entity. This responsibility belongs to the Villages Board. Chris said this was partially correct.

Rick said the Villages area doesn't get money if no plan and budget is done. In the past the Chamber of Commerce has been the TAP fiscal agent. Each local government decides who manages grant. Cities decide that the implementer could be the local chamber, and then authorizes them as implementer. Cities could say we want to implement this program not anyone else. The process has been loose in the past. Each community has individual responsibility for their own implementation.

Robert stated that the TAP group should have attended the March meeting to discuss the plan. The TAP group should be a subcommittee of the Villages just like Strategic Planning Organization. The benefit for them is that they gain access for additional funding that only government agents can request and qualify for.

Judith asked how the Board will prove to them that they are independent group still the boss of their own projects.

Rick said becoming a committee of the Villages increases the TAP group's ability to access grants and other money all relating to tourism. They are part of this group, and will act as our resident experts.

Judith felt it would be good to have a member from the TAP group on the Villages board. Robert reminded her that they can run and be elected, but can't be appointed.

Nancy then read a statement about what a fiscal agent does and what the Board's financial responsibility is.

Chris said she understood that the TAP grant funds would be deposited in the Villages account. The county would still have oversight of the funds. This is an internal transfer.

Nancy remarked that the Villages got selected to act as appointing agency since the Chamber didn't want it. Shirley commented that there is benefit to the Chamber since the Chamber can charge an administration fee. Rick said fees are built in to manage grant. Nancy said the Chamber spent their own funds to run money through the books. Rick felt this was a conflict since the contractors were paying themselves to do the work. Robert said that's called skimming. Chris wants Linda Bell to explain how this program works.

Robert said don't sign off automatically. "We should be on their board. These people have done a pretty good job of managing this program. We need to be involved so that our missions dovetail. We can then vote and oversee what happens. We tell them how many people of ours will be on their board." Pat asked if we see and approve their budget, doesn't that give us oversight? Shirley said their budget isn't done yet. She commented that you could join as either a resource or voting member.

Robert said we need to make sure they are under us since we are the elected board. Pat asked if there is time for the Board to see their budget at our next meeting.

Rick said we must be the fiscal agent. Why would we sign the letter giving them the money otherwise?

Bob said we have been designated as the organization to sign the letter. Rick said to provide oversight on the community's part. Bob said, no it was oversight on the part of the County not the TAP. Bob also said their meetings are open, they have show cooperation and now it's time we do the same. We don't want to get hung up and lose the money.

Rick said we have fiduciary responsibility. A lengthy discussion of financial responsibility and due diligence followed. Rick felt the TAP needs to show up and talk to the Board.

An alternative letter was proposed by Rick, which asked the County to withhold money until the budget is passed by the Villages.

Chris said the BCC wants to see a representative body for the community. Fiscal agency is big responsibility. Bob said he doesn't want Shirley to be stuck paying bills. Shirley says there aren't that many bills coming in. She also said there are new tighter county standards.

Robert asked what we want to do as a board. Nancy asked Chris to go back and talk with Linda Bell and ask for new letter. Rick suggested the Board draft a letter to say we will be come fiscal agent and the TAP group will become a committee of the villages, and that the Board wants to see the budget before it goes to the county and the board will sign letter approving tap program.

Rick said that fiscal agency and oversight are the issues in question. The Board needs to develop good will between the two groups. Pat Buckley left meeting because of other commitments.

It was agreed that the Villages Board Chair will contact the TAP chair to have special meeting. It will be a public meeting with no public participation. The TAP

group will be asked to bring their budget and discuss their plans. The Villages wants them to be a committee of the Villages, so we can dovetail our projects. Most everyone feels they will join the Villages. Linda Bell should provide a list of criteria for expending money.

Judith asked the Board to discuss when are work sessions are being held. She felt three meetings per month are too much. She suggested that the Board hold the work sessions before Strategic Planning Organization meetings. Nancy stated that the public has right to observe, but it is difficult to conduct these meetings with larger groups. Nancy feels that meetings before the SPO or Board meeting are too long. Someone asked Shirley if she would be willing to relinquish her meeting time. Chris said that all hamlets have additional meetings, not just board meeting. Bob said most organizations don't hold programs every month. He suggested that maybe the Board should not have programs every month, but rather just conduct business. The public would find these meetings more informational than programs or current board meetings. Nancy said she will bring this subject up at next meeting. OK everyone thought this was ok.

There was a suggestion made that committees will need to meet at other times than just Board meetings. The Board agreed that committee structures will change and evolve. Rick felt that the Strategic Planning Organization should not have board members attending. This is a community organization as presently structured. Judith said she thought it would be at good idea to write a letter to the community to generate new membership and ideas.

Bob brought up the Secretary issue. Nancy said Frances Renard, who had agreed to be temporary secretary, had moved to Salem and would be unable to fulfill her commitment. The Board needs to find someone else to take minutes.

Nancy has drafted a letter to County about lack of involvement in library issues. Judith wanted to know what the level of involvement and information was about the proposed levy vote. She was unhappy that no information was provided before the issue is sent to ballot. Robert suggested that Nancy strike first paragraph from letter. He said, "We are not confused, we are angry". The paragraph addressing tourism should also be struck. The Board will request the BCC bring the Board into any discussion early so they can provide community input.

Robert asked that the letter be edited and emailed to the Board prior to being sent. He asked that after we all agree, it be sent to Linda. Communication issues should be clarified and expanded. Everyone agreed. Nancy will draft a new letter and send it to the board tomorrow.

Bob DuBiel told the Board that the Chamber of Commerce had paid \$485.00 for tax preparation because the TAP group had used a non-governmental agency as

fiscal agent.

The meeting was adjourned at 5:20pm.

Respectfully submitted,

Christine Roth
Temporary interim Recording Secretary