

**CROOK COUNTY PARKS & RECREATION DISTRICT
296 S MAIN STREET
PRINEVILLE, OREGON 97754**

The regular scheduled meeting of the Board of Directors of Crook County Parks & Recreation District, Crook County Oregon held at 296 S. Main Street Prineville, Oregon on Wednesday January 6th 2016 was called to order by Mr. Carbaugh at 5:15pm.

Board Members: Forest Carbaugh, Linda Smith, Barbara Pennington

Staff Present: Joey Williams, Arlyce Perkins, Kristen Masten, Duane Garner

Guests: Jason Chaney from the central Oregonian.

PRIOR MINUTES: Mrs. Pennington made a motion to approve the December 9th, 2015 board meeting minutes, seconded by Mrs. Smith. Motion passed unanimously.

FINANCIAL STATEMENT: Mrs. Williams said the auditor's extension was granted until Jan 31st. She said there were few mistakes in the draft copy she received and she emailed the corrections to the auditor and is waiting to hear back. She said the district should hire a new auditor for next year and she will make some calls to see who others use. Mrs. Williams said the tenants at NE 398 Fairview gave notice so they will be out by the end of January. She asked the board to think about what they want to do with the property.

DIRECTOR'S OVERVIEW: Mr. Garner said parks are slow and the maintenance department is keeping the basics done. He said some vandalism occurred at the Ochoco Creek Park restrooms by ripping out the heater on the men's side and graffiti. He said the RV Park has had its fair share of problems due to the amount of monthly's, and there are still water lines freezing and valves breaking. He said the district may want to consider billing occupants when they take apart the insulation and leave exposed water lines to break. He is still working on a better system. Mr. Carbaugh asked how the RV Park manager is dealing with the person that is causing problems. Mr. Garner said it is going through the police as a trespass. He said Prineville Rentals has been servicing all small engine equipment and he feels it is working very well. He said the maintenance crew has been doing all the inventory in that department.

PARKS: See Directors overview.

RECREATION: Mrs. Masten said she has been busy getting all events and classes organized. She said the guide is going to the printer Friday or Monday and all signups for classes will start Jan 19th. She said she has a bike park meeting with COTA members to plan bike safety classes for the public. Boys' basketball starts Thursday, January 14th and as of now there are 39 participants signed up and there should be more next week. She said she is working on updating Western Daze applications to invite only, and she will be trying to find food vendors. She said she will be meeting with Tory Kurtz who is the districts football director, to talk about starting a tackle football

program through the district and she is work on a grant. Mrs. Masten said the Daddy Daughter Dance is February 12th from 6-9pm and she asked for volunteers. Duane Yuka the school superintendent told her the school district does not have plans for Crooked River gym. The district would like to know where it stands as far as use of the gym after the contract ends this year. Mrs. Masten said the New Year's Eve skate party had 70 kids'. Mrs. Masten is working on the next program.

RV PARK: Mr. Garner said two different people have been evicted. He said the RV Park policies need to be looked over as far as how the park is run.

BOARD INPUTE: Mrs. Smith said Gregg Lambert from Mid Oregon Personal did a great job helping with the process of hiring a new Executive Director and that he did the whole process pro-bono and was involved in the whole process.

DIRECTOR ANNOUNCEMENT: Mr. Carbaugh announced that the board offered Duane Garner the Directors position and he accepted. Mr. Garner was asked by Mr. Chaney from the Central Oregonian why he wants the job as director. Mr. Garner said he is honored and has been working towards this for years. Mr. Chaney asked if he will continue with all the projects in place, like the pool and vandalism processes. Mr. Garner said he is going to continue with what is in place and look to improve on many aspects of the district, and also look into finding a facility for the district to use for events and classes.

BIKE PARK UPDATE: Mr. Garner said Carl Dutli the City Attorney said the bike park is moving forward. Mrs. Smith asked Mr. Garner if he will contact Mr. Dutli to answer questions about the road that is on the bike park property. Mr. Carbaugh said the city may not be able to give the whole road to the district due to possible easement restrictions. Mr. Garner said it should not affect the design of the park and it may be fine even with only half of the road area.

ODOT EASEMENT: Mr. Garner said ODOT plans to proceed with a 95 square foot easement into Mt. View Park to complete the bridge on Combs Flatt Road. He said they have given a 40-day period to consider or reject the offer. He said ODOT needs a copy of the board meeting minutes showing approval or rejection of the proposed easement. Mr. Garner presented the document to the district board members. There was a discussion regarding the easement and the gravel parking lot and grass area that will be used for access during the construction phase of the project. Mrs. Smith asked how much the proposal is. Mr. Garner said the amount of the property assessment according to ODOT for the easement is, \$8630.00.

Mrs. Smith made a motion to nominate Forest Carbaugh the board chair to be the authorized signer for the ODOT agreement and approve the ODOT proposal for permanent easement to construct and maintain slopes at Mt View Park in which ODOT will pay the district \$8630.00. Mrs. Pennington seconded. Motion passed unanimously. Document will be signed and notarized on Thursday Jan 7th.

LITTLE LEAGUE: Mrs. Masten said Prineville has been selected to host the all-stars boys and girls which will be held July 1st through the 10th. She said Prineville can expect 3500 people on the first day. She said they want to use CRP Amphitheater will be the staging area on July 1st. Mrs. Masten said the all-stars have food vendors available. They need score boards at each field and will need three more. She said they can use the districts basketball scoreboard. She said each field needs a PA system. Mr. Carbaugh said the district will support the event in whatever way possible. Mrs. Masten said the all-stars team will work with parks maintenance to get fields up to standard for the event. She said the team would like to get the same dirt as Davidson field has for the fields at CRP and the league said they will be bringing dollars to help out with costs. She said the team has asked that all the fields and parks gates be closed by 9pm during the event. There was a Discussion.

APPROVAL OF BILLS: Mrs. Pennington made a motion to approve the bills as submitted, seconded by Mrs. Smith. Motion passed unanimously.

NEXT MEETING DATE & ADJOURNMENT: Mr. Carbaugh adjourned the regular board meeting at 6:45 pm. Next regular board meeting will be January 27th at 5:15pm.