

**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 November 16, 2016 was called to order by Ms. Smith at 5:15pm.

BOARD MEMBERS PRESENT: Forest Carbaugh, Linda Smith, Barbara Pennington, Casey Kaiser, Jeremy Logan

STAFF MEMBERS PRESENT: Duane Garner, Cassy Sykes, Larry Pennington

GUESTS: None

PRIOR MINUTES: Ms. Pennington made a motion to approve the October 26, 2016 board meeting minutes, seconded by Mr. Kaiser, all in favor.

FINANCIAL STATEMENT: Ms. Sykes stated:

- Current checking account balance is \$270,195.55, government pool account balance is \$934,791.59.
- 2 tax checks have been received so far in November; in the amount of \$117,787.48 and \$113,870.83. Mr. Kaiser asked how this compares to what we were expecting to receive in, Ms. Sykes stated that she will check into it.
- Final season comparison of Ochoco Lake Campground showed that revenue for July-October 2015 was \$15,156.91, revenue for July-October 2016 was \$22,511.79.

DIRECTOR'S OVERVIEW: Mr. Garner stated:

- Himself, Mr. Pennington and Ms. Masten attended a conference the second week of November, they got some good information and found out that others are having many of the same issue in their parks that we are experiencing with homeless camps and vandalism.
- We currently have openings at the RV Park for monthly guests; we have placed ads with Central Oregonian, The Roundup, on our FaceBook and Craigslist in an attempt to fill spaces.
- Basketball for Kindergarten through 2nd grade is currently going on; signups for 3rd through 6th graders is under way and will start playing in January.
- Santa's Workshop is this coming Saturday. Crews set up for the event today.
- Made a presentation at 'What's Brewing' this morning along with Captain Seymour of the Prineville Police Department on safety in the parks and the new exclusion ORD; our park rules have now been adopted by the City.
- The Foundation is currently restructuring the scholarship program; it will be taking on a new name – "Happy Kids, Healthy Grown-ups"; the program will assist children and adults to participate in our activities/classes; also looking at the possibility of expanding to local recreation and sports programs in Crook County such as AYSO, Little League, Men's, Women's and Co-Ed Softball Leagues to provide assistance to participants.

PARKS: Mr. Pennington stated:

- Winterization has been completed in all of the parks; the pool, Ochoco Lake, the RV Park and all irrigation has been blown out.
- Bids for tree removal at Les Schwab Field have gone out; the plan is to remove 17 willows which will help with maintenance/clean up labor and possibly save some back stops and dug outs from damage by falling limbs. Mr. Logan asked if we have a policy in place for when to plant trees in preparation of removing existing trees; Mr. Garner stated that we do not have any policy in place.
- Still mowing grass.
- Corey got his CDL Permit and preparing to take his CDL License test.

- Trees at the tennis court will be getting trimmed.
- Maintenance crew has been cleaning up around the shop yard.
- Bill has been working on equipment; the sweeper had a broken hub, got it fixed today and going again.
- Seeking quotes for playground equipment at Harwood Park and Pioneer Park; would like to put a play set at Harwood Park and a Mom & Me Swing at Pioneer Park.

BOARD INPUT: Mr. Carbaugh stated that he talked to Fish & Wildlife about the weeds on creek sides, they would like to meet with us to discuss removal and maintenance; Tim Porter of Fish & Wildlife stated that we may have to talk with the County also on this matter; Mr. Garner stated that the City has the environmental overlay on the creeks, they usually do not have an issue with doing cleanup along the creeks, such as we did at the Library Park in the past; Mr. Carbaugh stated that possible cleaning up along the creeks may help eliminate camping areas that have been created. Mr. Garner stated that Heart of Oregon was at the Library Park last week doing clean up.

OLD BUSINESS:

POOL FEASIBILITY STUDY: Mr. Garner stated that minutes before the meeting he received a new proposal from BLRB for conducting the pool feasibility study.

- The cost is \$6,250 more than their original proposal, discussion ensued about the differences in the scope of work that could have caused the cost increase:
 - Evaluation of the current facility increase by \$1,000; conceptual rendering increased by \$3,000
 - Mr. Logan stated that we added to evaluate renovating the existing site and to do a comparison of renovation versus constructing new; asking if getting an estimate for 2 options is enough (#3 item d), it was stated that option #1 is the existing pool and option #2 is a new pool/location, these are the 2 options that we asked for.
 - Ms. Sykes pointed out that item #4 on the scope of work is not priced, shown as TBD; the actual cost of the study, if conducted as proposed, will be more than the stated \$36,250.
 - Mr. Logan asked how much had been budgeted for the feasibility study, Ms. Sykes stated \$30,000.
- Mr. Carbaugh stated the he does not feel even looking at renovating the existing pool is worthwhile. Mr. Logan stated that we need that cost and evaluation to present to the community so they are aware of the options and that we did consider the possibility. Mr. Kaiser agreed that the community needs to be provided with that information.
- Mr. Logan stated that if BLRB provides all the information in the scope of work then we will have all of the answers we need to move forward on whether to go for a new pool or not. It was agreed that the scope of work is laid out just as we asked for.
- Mr. Kaiser stated that once we receive the information requested in the scope of work excluding #4, then we may be able to determine #4's information ourselves and not incur additional costs. Mr. Garner stated that if we let BLRB complete #4 then we can present that the information was gathered by a third party versus ourselves, could hold more credibility.
- Mr. Carbaugh asked if the pool committee has any money to contribute to the cost of the feasibility study to help offset the over budget portion; Mr. Garner stated they do have funds (\$8,806.55).
- It was decided that Mr. Garner will get in contact with BLRB to discuss some aspects of the new scope of work
 - Inquire about the cost of #4
 - Inquire about the necessity of #2 item f (Identify preliminary water rides, activities and features); Ms. Smith stated that we would like just a basic pool, nothing more nothing less; Mr. Logan stated that this item might be good to have in the study for if we decide to expand in the future, so we can have a vision of possible rides/features.
 - If there are any areas in the scope of work that we could scale back on to cut the cost back to our budgeted amount.

KIWANIS SPLASH PAD: Mr. Garner stated that he met with Kiwanis and the City, Kiwanis would like to build a splash pad equivalent to the one located in Sisters, OR; it will be concrete with jet sprayers/fountain. Kiwanis hope was to use fresh water to feed the splash pad then to have the water recycle into the creek or as irrigation water, the City said that is not a possibility as they are trying to conserve water and to feed the splash pad constantly with fresh water would consume a considerable amount of water; a recirculating system will have to be put in which adds about 60% to the construction costs, recirculating system would treat the water in the same method as a swimming pool. Mr. Garner advised Kiwanis about the pool feasibility study that the District is currently working on; Kiwanis had originally planned to place the splash pad at the City Plaza, then in Stryker Park, Mr. Garner suggested the possibility of moving the location to by the swimming pool to be able to utilize the treatment system, further suggesting to hold off on the splash pad planning for now and have it considered in conjunction with the pool feasibility study so that the same treatment system could be used and offer the splash pad as no charge to the public but an admission fee would be charged for entrance to the pool, no charge for the splash pad would hopefully get kids more excited about swimming and create a positive impact toward an indoor pool.

Mr. Garner stated that he talked with Mark Cowen of the Local Government Grant committee about grants for construction such as a splash pad; Mr. Cowen stated that their funds only fund outdoor aquatic facilities, they do have favorable attitudes toward renovations and splash pads. This could be a good project to use in applying for the FaceBook grant, if the FaceBook grant is received and with the funds that Kiwanis has to contribute, the combined funds could go for the required 25% matching funds of the Local Government Grant.

REAL ESTATE PURCHASE: Mr. Garner stated that the offer was accepted to purchase the property next to the bike park at \$75,000 and the family donating the remainder of the purchase price (\$24,500) to the Crook County Parks & Rec Foundation; the sellers took the property out of the trust's name and put in their personal names so that they could properly receive the tax write off. The purchase is contingent on receiving the conditional use permit from the City; Mr. Garner met with the City (Phil & Josh) yesterday to go over the plans for the permit. 6th Street dead ends at this piece of property, the City would have to finish the street to this point as it is currently not usable as a city street. In order to receive the permit, the City will have to notify all neighbors; one resident has not been happy with traffic and noise since the bike park opened, this resident is also parking cars and RVs where 6th street would be if it were completed.

Mr. Garner stated that when talking to the City today he found out that there is two additional triangular pieces of property that parallel the creek, owned by Ochoco Lumber, he would like to approach the owners to find out what their intentions with the property are, if this property were obtainable it would make a good way to connect 7th street to the bike park; the City's Rails to Trails project is looking good and would tie in great if this property also worked out; those coming down Oregon Street would be able to go straight across 7th street to access the bike park and Ochoco Creek Park.

NEW BUSINESS:

MEETING TIME CHANGE: Mr. Logan asked if the board meeting time can be changed to 5:30pm, as it takes a little longer for him to get to town and he is often late to the meetings; it was agreed by the board to leave the meeting time at 5:15pm and knowing that Mr. Logan may be a little late.

CHECK SIGNERS: The board was asked if they would like to switch check signers since Mr. Carbaugh is no longer chair, to put Ms. Smith as a check signer. It was agreed by the board to leave Mr. Carbaugh as a check signer.

APPROVAL OF BILLS: Mr. Carbaugh made a motion to approve check sequence #34403-34430, in the amount of \$19,168.64; seconded by Mr. Logan, all in favor.

NEXT MEETING DATE & ADJOURNMENT: Ms. Smith adjourned the regular board meeting at 6:15pm. The next board meeting will be Wednesday, November 30, 2016 at 5:15pm at the District Office.