

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, February 22, 2017, was called to order by Ms. Smith at 5:15pm.

BOARD MEMBERS: Linda Smith, Casey Kaiser, Jeremy Logan, Barb Pennington

STAFF: Duane Garner, Cassy Sykes

GUESTS: None

PRIOR MINUTES: Ms. Pennington made a motion to approve the February 8, 2017 board meeting minutes; seconded by Mr. Logan; all in favor.

FINANCIAL: Ms. Sykes stated:

- Checking account balance is \$11,307.08; government pool account balance is \$1,510,644.87.
- Audit was finalized today, once the hard copies are received from the auditors she will send out an email to the board to let know so that they can pick up a copy if they would like to review it, otherwise copies can be picked up at the next board meeting.

DIRECTOR'S REPORT: Mr. Garner stated:

- The RV Park has been steady with monthly guests this winter but not full. We recently have had some electrical issues with underground wiring to some of the spaces, the wiring has been nicked in several spots over the years with digging and now is creating problems supplying electricity to all spaces. A couple of years ago when we replaced the water lines we did not have the funds to do the electrical lines at that time nor did we put the lines in conduit. Ms. Pennington asked if we could apply for the grant that we received before when we did the improvements, Mr. Garner said that we could apply for the County Opportunity Grant again and that if we do replace the electrical lines we will have to replace the asphalt again. Mr. Logan asked if we had gotten any quotes yet for replacing the electrical wiring, Mr. Garner stated that we probably need to hire an electrical engineer to design the upgrade and develop estimates, it will take technical abilities beyond what CCPRD staff has; the current asphalt has about 2-5 years of life left. Mr. Logan asked if we should plan to hold so much money back each year in anticipation of having to do this, Mr. Garner said that is what the RV Reserve fund is for so we do already have some funds built up.
- The laundry room building at the RV Park is being cleaned up and we will start demolition over the next couple of weeks, no contractors have been hired yet for the construction of the laundry room.
- End of season basketball tournament is this coming weekend, there will be teams from Sisters and Madras in attendance.
- We are offering a large variety of arts and photography classes this season, enrollment is continually slow. However enrollment for karate is up.
- We have been utilizing our FaceBook page more by posting upcoming classes and that seems to be helping to get classes better known.
- We will be interviewing candidates over the next couple of weeks for recreation coordinator, RV Park maintenance and parks maintenance positions.
- Ochoco Lake Campground is scheduled to open April 1st for camping. We did have an issue recently with the docks at Ochoco Lake, one of the piling brackets broke away from the dock, appears that it was caused from the ice and wind, no evidence of vandalism could be seen.
- We had a meeting set with BLM on March 15th to meet with the real estate specialist on-site and look over the property, however we just received word today that BLRB will be here on March 15th so the meeting with BLM will need to be rescheduled, Mr. Garner will let all know the new meeting date.

OLD BUSINESS:

POOL FEASIBILITY STUDY: Mr. Garner asked if the full board would like to meet with Mike of BLRB for the visioning session portion of the pool feasibility study; the board stated they would like to, they would like the meeting to be one of the two monthly board meetings. Mr. Garner said that he will attempt to set up the meeting with BLRB for the March 8th board meeting.

CASH-CARRY OVER RESERVE: Ms. Sykes presented the expenses for the District from the past 3 years, based off of the average it will take approximately \$220,149.14 to cover 3-months of expenses and \$440,298.27 to cover 6-months of expenses. Mr. Logan stated that he would like to see enough left in the reserve to cover salaries so that no jobs are lost if revenue were to drop; Mr. Kaiser asked what revenue has done in the past during bad years, Mr. Garner stated that there is only a loss of about

\$60,000; Ms. Pennington stated that if we decide on a cash-carry over reserve amount now that it can be reevaluated each year. The board agreed to set the cash-carry over reserve amount at \$300,000.

BOARD ASSESSMENT: Ms. Sykes stated that she arranged for Special District to be here for our March 22nd board meeting, all board members will need to be present for the board assessment to be accurate and to get the most benefits out of it; the assessment takes about 90-minutes so the board meeting will more than likely go past the set meeting stop time.

STAKEHOLDER COMMITTEE: Mr. Garner stated that he talked with a member of the PMH Board and a members of the St. Charles Board in regards to being possible stakeholders during our pool feasibility study. Several concerns were brought to Mr. Garner's attention in the health world by these boards, it sounds like a pool is not a high priority for them at this time although they are intrigued and interested. They are interested in the feasibility study, they will attempt to get us a copy of the feasibility study that they had conducted for the health and wellness center a few years back. The boards did advise that a pool is a tough topic. St. Charles feels that a therapeutic pool is of priority but that a fitness/rec pool is not of priority. Mr. Garner stated that he would still like to see key people brought into the feasibility process. It was agreed that Mr. Garner and Mr. Kaiser will make a list of possible key people and invite them to the "visioning meeting" with BLRB. Suggestions of Doug Smith and Brian Barney were made.

NEW BUSINESS:

RESOLUTION #166-2017 – RECOMMENDING RESTORING RECREATIONAL IMMUNITY RIGHTS: Ms. Sykes read aloud Resolution #166-2017; Mr. Garner stated that by not getting recreation immunity restored it can affect the District in many ways, the consequences are far reaching; it will affect the property owners and the District who may own or maintain the property, the employees, the board members and volunteers. Special Districts has advised that each District approve the resolution and contact our legislature to let them know our support.

Mr. Kaiser made a motion to accept and execute Resolution #166-2017-Recommend Restoring Recreational Immunity Rights; Ms. Pennington seconded; all in favor.

The board agreed that Mr. Kaiser will call our Legislature.

OCHOCO IRRIGATION DISTRICT AGREEMENT: Ms. Sykes stated that Ochoco Irrigation District (OID) contacted her in regards to an Agreement that CCPRD has with them at Ochoco Reservoir which allows CCPRD to enforce OID's rules and regulations; the Agreement expired in March 2008, they would like to update the Agreement. Mr. Garner stated that the Agreement allows CCPRD to police OID's properties at and around Ochoco Reservoir, with the Agreement being expired we could not legally enforce the no camping rules on any property that is below the high water marks or call the Sheriff's Department to report violators.

Ms. Pennington made a motion to authorize Mr. Garner to sign the Agreement between CCPRD and OID allowing CCPRD to enforce OID's rules and regulations as necessary; Mr. Logan seconded; all in favor.

APPROVAL OF BILLS: Ms. Pennington made a motion to approve the bills as submitted – check sequence #34647-34669, in the amount of \$37,305.03; seconded by Mr. Kaiser; all in favor.

BOARD INPUT:

- Mr. Kaiser stated that he would like the board to give consideration to the Bank of the Cascade's property in the center of town at 3rd St and Main St. Last year at Round-Up time a group did some maintenance on the grounds to clean it up, the owner is willing to allow others to do maintenance but not willing to put any money into the property. The property and existing buildings have potential, if this property can be acquired through grants and with other organizations of the community, it could be a joint effort. This is the center of our town and the highest traffic intersection in our County, it has the potential to better the feel and beautify our town; it could be turned into a plaza or a fountain feature. Parks & Rec has the potential to participate in obtaining grants that convert commercial properties into green space. The board agreed this is something that could be looked into further.
- It was stated that the City purchased a large parcel of land in the Iron Horse subdivision and it could be important for the District to be at the table when planning is being made for the use of this land. It is the understanding that the City primarily purchased this property for the road and water rights. There could be some openness for this area to be sports fields, parks or trails, the property does meet up to the property that we are currently in discussion with BLM about.

NEXT MEETING DATE & ADJOURNMENT: Ms. Smith adjourned the regular board meeting at 6:30pm. The next board meeting will be March 8, 2017.