

**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 The Juniper Art Guild, 1635 Mountain View Rd, Prineville, OR, on April 12, 2017, was called to order by Ms. Smith at 5:13pm.

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

STAFF: Duane Garner, Cassy Sykes

GUESTS: Jane Aggers (HRRS), George Heinz (HRRS), Cathryn Haidman (HRRS), Dave Vieu (COP-PAC), Barbara Vieu (COP-PAC), Dick Hollenbeck (Lions), Joe Hince (CCNR), Ruthie McKenzie, Cynthia Harper (HRRS), Tom Case (Central Oregon Patriots), Pete Sharp (HRRS), James Shank, Steve Miller (HRRS)

PRIOR MINUTES: Ms. Pennington made a motion to approve the March 22, 2017 board meeting minutes; seconded by Mr. Logan; all in favor.

APPROVAL OF BILLS: Mr. Logan asked what the John Deere Financial bill was for; Ms. Sykes stated that it was a clutch for the backhoe. Mr. Carbaugh made a motion to approve the bills, check sequence #34759-34826, in the amount of \$39,574; Ms. Pennington seconded; all in favor.

FINANCIAL & DIRECTOR'S REPORT: Ms. Smith stated that the financial report and Director's report are included in the board's packets, take a look at them at a later time in an effort to save time during the meeting, contact Mr. Garner or Ms. Sykes if there is any questions regarding the reports.

OLD BUSINESS:

BOARD ASSESSMENT: Mr. Garner stated that at the last board meeting Mr. Mills of SDAO had conducted a board assessment, as a requirement of that assessment we must review his impressions and recommendations. Mr. Garner read aloud Mr. Mill's report of the assessment; Mr. Mill's overall impression is that the board is competent, dedicated and has close ties to their community; Mr. Mill's recommendations are to accelerate work being done to update the District's important policies and procedures which include public contracting and the SDC fee structure and to pursue the development of the District's comp plan. Mr. Carbaugh stated that he was surprised we received a 'caution' in the category of customer service. Mr. Carbaugh asked if there has been any recent progress on the SDC fee structure, Mr. Garner stated that the structure is tied to the need of the District and in conjunction with the comp plan, further stating that we recently updated our short-term goals and project list but not the comp plan or SDC fee structure. Mr. Carbaugh suggested that this would be a good time to get the SDC fee structure updated with all the development that is going on in our community, Mr. Garner stated that to do so the District needs to have their comp plan updated and in place first, some of the comp plan updating can be done by staff however some professional help will be necessary to update the SDC plan in full.

RECREATIONAL IMMUNITY LEGISLATURE UPDATE: Mr. Garner stated that we received notice from SDAO yesterday that SB 327 (restoring recreational immunity) unanimously passed the Senate floor with a 30-0 vote and will now go to the House for vote. SDAO wanted to thank all Districts who passed a resolution supporting this matter and made phone calls to their legislators. SDAO will continue to keep districts updated on the progress of this bill.

NEW BUSINESS:

RV PARK LAUNDRY ROOM: Mr. Garner stated that to finish the RV Park laundry room within this fiscal year, the costs will exceed what we had budgeted for under Capital Outlay within the RV Park budget. Mr. Garner has approached the County Court, they agreed to allow use of up to \$50,000 of funds from the RV Park reserve if necessary. Ms. Sykes presented a spreadsheet showing expenses of the laundry room to date, Mr. Garner's anticipated remaining expenses and which appropriations will most likely have excess funds at the end of the fiscal year, upon evaluation of the funds Mr. Garner and Ms. Sykes believe that there will be enough funds within the budget to cover the remaining expenses for the completion of the laundry room this fiscal year without having to use reserve funds, however there will need to be transfers among appropriates as expenses are incurred. Mr. Logan made a motion to allow Mr. Garner to go out for bid for the remaining expenses of the RV Park laundry room with appropriation transfers to follow accordingly; Ms. Pennington seconded; all in favor.

AGENDA FOR POOL MEETING ON APRIL 19, 2017: Mr. Garner stated that he would like the board to approve the agenda for the upcoming pool meeting. Bob Keefer provided a proposed agenda; Ms. Smith stated that item #4 needs the name of the committee corrected; Mr. Carbaugh stated that it was his understanding that Zach Ackley will be leaving the committee, Mr. Garner stated that Mr. Ackley is not leaving the committee but needs some time away and that he does not plan to abandon the committee. Ms. Smith stated that the new advisory committee needs to understand that they will have 2 goals – to decide how a new pool will look so that it can be presented to the community and how a new pool will be funded; further stating that other committees that are already in place will stay existing and continue with what they have been doing. Mr. Garner stated that individuals who are interested in being a part of the new advisory committee will be required to fill out an application, submit to the District board and the board will choose 7 community members. The board agreed to Mr. Keefer's agenda with the correction that Ms. Smith pointed out.

PRESENTATION BY HISTORIC RAGER RANGER STATION GROUP: Jane Aggers, secretary of the Historic Rager Ranger Station, introduced their board members, stating that Rager Ranger Station was established in 1908 and is 78 acres of National Forest ground. Ms. Aggers presented a slide show detailing the group's mission statement, why the ranger station should be saved, the possibilities of activities and revenues that the ranger station could support, similar successful partnerships that have flourished as the ranger station can and pictures of a few of the buildings at the ranger station. Ms. Aggers stated that this is a once in a lifetime opportunity, a diamond in the rough and an opportunity that is only available for a limited time. Steve Miller, Historic Rager Ranger Station board member, presented maps of the ranger station which showed each of the existing houses/buildings, the lay out of the ranger station and an arial view. Mr. Miller pointed out that there is 18 existing RV/tent sites and a potential of 35 additional RV sites and numerous tent sites. It was asked if the Forest Service would still want to use the facility seasonally; Mr. Miller stated that they would still like to use a very limited portion of the facility for training events which includes the 1074 unit, the unit is frequently used by ODFW, the airport and state police but the remainder of the ranger station has not been used since decommissioned in 2012. There are 3 designated historical buildings that will always be there, they will not be torn down. The Forest Service will keep possession of the land but will lease it, a lease will take the facility off their books, removing or demolishing buildings from their books frees up square footage so that they can obtain building square footage elsewhere. Many of the houses on the ranger station were built or updated in the 1990's however all appliances have been removed, during upgrades insulation was added and the houses have old fire places or oil furnaces; a new water system was placed in 2011 and new sewer system in 2012. Pete Sharp, chair of the Historic Rager Ranger Station, stated that the local Forest Service wants to see Rager saved but Congress is fighting to have it removed, the local Forest Service is working with the Historic Rager Ranger Station group to help save it, they are not working against them. Currently the Forest Service has the funds to remove the 1063 house as it is infested with bugs, the remaining houses/buildings have not been removed yet due to lack of funds but a \$300,000 grant has been applied for to start demolition of the ranger station. Mr. Sharp stated that the ranger station is an asset to the County, it has unlimited offerings. Mr. Carbaugh asked if there is any money to replace the appliances in the houses or grants that can be applied for, Mr. Miller stated that it is a possibility but that none of the houses must be used immediately, just the demolition must be stopped. Mr. Garner stated that himself and Ms. Aggers had a meeting with the judge previously in regards to the ranger station and that the County would need to be key in the operation of this facility as the County can receive RV licensing fees but special districts such as Parks & Rec cannot receive RV licensing fees. Mr. Garner stated that this facility would be set up no different than the RV Park or Ochoco Lake, asking if there is interest to continue conversation with the County and Forest Service to look further into the costs and answering other questions about the facility. Mr. Sharp stated that the Forest Service wants the entire ranger station taken over, when they need to use portions of the facility for training events or other uses, they will rent it back for their use. Mr. Garner stated that this topic is on the agenda for next week's County Court meeting. Mr. Logan stated that until we enter a contract, it would not hurt to gather further information to find out more about the facility. Ms. Smith stated her concern about the facility is it being too far from Prineville and other towns that can provide necessities or help to draw of people, as it is located 75 miles from Prineville. Ms. Smith also stated that if we move further into this discussion are we (the Parks & Rec) getting too many irons in the fire for Mr. Garner to adequately take care of? Mr. Garner stated that the pool and the ranger station bring up a point of if the District should attempt to expand to county wide to gain more funds in support of these facilities, that the first step is to reevaluate the District's boundaries. Mr. Garner stated that at the ranger station there is several buildings that are not currently useable, many need fixing up and repairs which will cost more money than we can afford, however based on the current RV licensing fees that we receive for the RV Park and Ochoco Lake, which is approximately \$845/site/year and could start being collected now with several useable RV sites in existence at the ranger station. Mr. Logan asked if there are other Forest Service campgrounds in the area; it was stated that Sugar Creek campground is close by but typically few campers stay there throughout the summer and during hunting season; Mr. Logan asked that if other campgrounds in the area cannot be filled then how will we be able to fill the ranger station; Mr. Garner stated that the ranger station must be operational

and able to support itself. Mr. Carbaugh stated that he feels the District should move forward to gain more information. Mr. Logan made a motion to allow Mr. Garner to pursue working with the Forest Service, County and Historic Rager Ranger Station group to gather information and work together; Mr. Carbaugh seconded; all in favor.

Ms. Smith recessed the regular board meeting at 6:27pm to begin the executive session.

Ms. Smith reopened the regular board meeting at 7:01pm.

BOARD INPUT: Mr. Logan stated that he would like Mr. Garner to get plans set in place to get the comp plan updated for the District; Ms. Pennington suggesting waiting until after the election and then new board members can be involved in devising the new comp plan.

NEXT MEETING DATE & ADJOURNMENT: Ms. Smith adjourned the regular board meeting at 7:05pm. Next board meeting/pool committee will be April 19, 2017, at the Bowman Museum community room. Board meeting/budget committee will be April 26, 2017 at The Juniper Art Guild.