

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

The budget meeting of the Crook County Parks & Recreation District, Crook County Oregon was held at The Art Guild, 1635 Mountain View Rd, Prineville, OR, on April 26, 2017, called to order by Ms. Smith at 6:00pm.

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

STAFF: Duane Garner, Cassy Sykes

BUDGET COMMITTEE MEMBERS: Jeannie Searcy, Stanley Flynn, Gail Merritt, Rod Barnes

BUDGET MESSAGE: Mr. Garner read the budget message aloud, stating that the budget has been prepared by himself and the Business Manager with input from the staff as well as consideration of the District's short and long-term goals.

Regarding the District:

- During the past year, there has been some full-time staff turnover, with this has come some growing pains but also some new skills and fresh ideas.
- Personnel costs have increased with wages approved by the District board prior to this meeting which reflect a 2.6% cost-of-living increase and 2.9% step-increase, minimum wage also increases again this year for our seasonal staff at the pool, skating rink and parks maintenance crew and there was a new position created as sports field maintenance/sports coordinator.
- Medical insurance premiums will not increase this year; however, liability insurance premiums could see up to a 20% increase.
- The proposed budget presents an optimistic approach to recreation programs.
- The County Assessor is estimating a 5-6% increase in tax revenue for Parks & Rec.

Regarding the RV Parks:

- The park continues to have increased revenue, primarily due to construction workers in the area.
- The new online reservation system has been an effort but is working well overall.
- The laundry room is under construction and will hopefully be completed in the next couple of months to provide additional amenities for the guests and addition revenue.
- The major renovation project of power/water pedestals, ADA upgrades, sewer line replacement, dump station and road maintenance has been completed.

Regarding Ochoco Lake campground:

- Guests have continued to be steady and a good source of income to the District.
- The State of Oregon is still in the process of transferring the property deed to the County.

ELECTION OF OFFICERS:

Stanley Flynn was appointed as chair.

Casey Kaiser was appointed as secretary.

SETTING OF MEETING ADJOURNMENT TIME: It was agreed that the meeting will end at 9:00pm tonight, if discussion and approval of the proposed 2017-18 budget is not complete by that time then the budget committee and board will reconvene again tomorrow night at 6:00pm to carry on.

PRESENTATION & DISCUSSION OF PROPOSED 2017-18 BUDGET: Ms. Sykes explained the District is sitting healthy with a good amount of cash carry over, how the cash carry over is calculated and being used within the proposed budget; that a 5% increase for tax revenue was calculated based on the tax assessor's message; explained any significant increases or decreases in revenue line items and answered questions accordingly. Ms. Sykes then explained the proposed personnel budget and expenditure line items that had significant increases or decreases, answering questions accordingly; Mr. Garner explained the proposed Capital Outlay purchases and improvements for the District, answering questions accordingly.

Ms. Searcy made a motion to accept the 2017-18 General Funds budget as proposed with the taxes for the 2017-18 fiscal year at the rate of .7569 per \$1,000 of assessed value for operating purposes for the General Fund; seconded by Mr. Carbaugh; all in favor.

Ms. Sykes explained that the RV Park is an enterprise fund that serves the purpose of offsetting expenses of the

District, a portion of the profits are shared with the County at the end of each fiscal year, the RV Park has done well the last couple of years and anticipate another good year with the continued construction in our area. Ms. Sykes explained any significant increases or decreases of revenue and expenditure line items of the proposed budget, answering questions accordingly; Mr. Garner explained the proposed Capital Outlay purchases and improvements, answering questions accordingly.

Ms. Searcy made a motion to accept the RV Park budget as proposed; Mr. Logan seconded; all in favor.

Ms. Sykes explained that Ochoco Lake is also an enterprise fund that serves the purpose of offsetting expenses of the District, however profits are not shared with the County or any other entities, Ochoco Lake has done well the past couple of years and we anticipate another good year with campers. Ms. Sykes explained any significant increases or decreases of revenue and expenditure line items of the proposed budget, answering questions accordingly; Mr. Garner explained the Capital Outlay improvements, answering questions accordingly.

Mr. Carbaugh made a motion to accept the Ochoco Lake budget as proposed; Ms. Smith seconded; all in favor.

Ms. Sykes explained the Capital Outlay budget, the proposed revenues and expenditures, Mr. Garner explained the projects and updating of SDC methodology, answering questions accordingly.

Mr. Logan made a motion to accept the Capital Outlay budget as proposed; Ms. Smith seconded; all in favor.

Mr. Garner explained the purpose of the Equipment Reserve Fund, Ms. Sykes explained the proposed revenues and expenditures, answering questions accordingly.

Ms. Searcy made a motion to accept the Equipment Reserve Fund budget as proposed; Mr. Carbaugh seconded; all in favor.

Mr. Garner explained the purpose of the RV Park Reserve Fund, Ms. Sykes explained the proposed revenues and expenditures, answering questions accordingly.

Ms. Merritt made a motion to accept the RV Park Reserve Fund budget as proposed; Ms. Smith seconded; all in favor.

ADJOURNMENT: Mr. Flynn adjourned the budget meeting at 8:05pm.