

**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 NE Mountain View Rd, Prineville, OR, on July 12, 2017, was called to order by Ms. Smith at 5:25pm.

BOARD MEMBERS: Linda Smith, Jeremy Logan, Casey Kaiser, Darlene Henderson, Ruthie McKenzie

STAFF: Duane Garner, Cassy Sykes

GUESTS: Members of the Historic 1908 Rager Ranger Station-Cathryn Hardman, George Heinz, Carol Heinze, Pete Sharp, Jan Aggers, Gordon Aggers, Steve Miller, Ron Ward, Susanne Walters-Moore; Linda Adams of the Citizen's Pool Committee; Daleena Green of the Crook County Foundation

APPROVAL OF BILLS: Mr. Logan asked what we are paying Bank of the Cascades \$6000 for; Ms. Sykes stated that it is for the office loan payment. Mr. Logan asked what we are paying Pauly, Rodgers and Co for; Ms. Sykes stated that is our accounting agency and payment is for the interim audit. Mr. Logan asked about the payment to Western Display Fireworks; Ms. Sykes stated that it is for a portion of the 4th of July fireworks display, we pay it each year. Mr. Logan made a motion to approve the bills, check sequence #35195-35220; Ms. McKenzie seconded; all in favor.

FINANCIAL STATEMENT: Ms. Sykes stated:

- Checking account balance is \$2,876.37; Government Pool account balance is \$1,427,190.16.

DIRECTOR'S REPORT: Mr. Garner stated:

- The Director's report is included in the Board's packet and can be read at a later time, questions ensued:
- Mr. Logan asked if there has been any progress on the pump at Stryker Park; Mr. Garner stated that he has talked with Mr. Forrester at the City but they are waiting for Mr. Klan to get back from vacation, for now we are watering the park with City water since it is still hooked up to it.
- Mr. Garner stated that ODOT has taken the dead trees down at the Y; Mr. Logan stated that there has been several comments in regard to this at FaceBook, a mix of good and bad.

CROOK COUNTY FOUNDATION PRESENTATION: Daleena Green of the Crook County Foundation gave a presentation/update on the Crook County Foundation, thanking Parks & Rec for being a founding partner. Ms. Green stated:

- She has been working with Larry Penington to coordinate the annual Picnic in the Park on Wednesday nights during the summer.
- The Foundation serves four purposes:
 - To help founding partners obtain grant dollars
 - Fundraising for long-term community endowments for scholarship funds, up to almost 20 scholarship funds that they administer for
 - Administer support for charitable community groups that do not have a 501C3, acting as their fiscal sponsor to allow community activities to happen without creating their own non-profit organization
 - To coordinate community improvements, activities and projects
- The Foundation's four pillars of focus are:
 - Arts & culture
 - Education and community vitality, such as through What's Brewing, FaceBook grants, FaceBook Secret Santa and the Patty Run
 - General Philanthropy, such as Picnic in the Park
 - Administer the Crook County Cultural Coalition

OLD BUSINESS:

RAGER RANGER STATION: Mr. Garner stated that the Historic Rager Ranger Station group is here to present again, to give the new board members an idea of what the group's goals, ambitions and need for Parks & Rec is in the efforts to potentially do something to save the ranger station. Presentation was given by the group.

Mr. Garner stated that if we are to manager the ranger station that it would operate similar to the RV Park and Ochoco

Lake Campground.

Ms. Henderson asked the ranger station group what would Parks & Rec be signing up for if they committed to this; it was stated that they need Duane's expertise to devise a plan for the potential of the ranger station. Ms. Henderson asked why is it being asked of the District to spend personnel time to come up with the plan, why is it not the 501C3 non-profit organization that the group has formed spending the time and costs for a plan and then presenting the plan to us to make our decision from. It was asked about the County's participation in this project; Ms. Smith stated that she was in attendance of the meeting with the Rager Ranger Station group, Mr. Garner and the County, it was her understanding that the County will participate but wants no costs put on them, the County is only interested if Parks & Rec is going to manage and incur all costs. Ms. McKenzie stated that she feels Mr. Garner is at capacity with all of the projects that Parks & Rec currently has going on and to commit to this project may be too much. Mr. Kaiser stated that the next step should be for a feasibility study to take place to determine the costs of getting the ranger station operational. Mr. Logan asked the group what are they wanting from Parks & Rec tonight; the group said that they came to present to the new board members. Mr. Logan stated that it is difficult to justify District time spent on an out-of-district project.

Ms. Henderson made a motion to support the concept from the Rager Ranger Station group but cannot dedicate the District's resources until a business plan is presented; Mr. Logan seconded; all in favor.

LEASE AGREEMENT ON OCHOCO GRADE SCHOOL GYM: Mr. Garner stated that he has received a draft of the lease agreement for the gym, he will be meeting with Tom Kemper of Housing Works next week. Mr. Garner stated that we also received a letter from Housing Works requesting Parks & Rec to waive their SDC fees for renovation of the gym, Mr. Garner read the letter aloud stating that since the original quote to renovate the gym the cost has risen by \$54,669, Housing works is asking if we will waive our SDC fee of \$47,966 to help offset the additional costs. Ms. McKenzie stated that if we waive the fee for them then will we be setting a precedence for future; Mr. Garner stated that it is common for Parks & Rec districts to waive SDC fees for developers putting in subdivisions in lieu of the developer building a park within the subdivision and then turning the park over the district. It was asked if the SDC fees that are to be received from the Ochoco Grade School gym have already been allocated to be spent for the upcoming year; Ms. Sykes stated that the fees were not included in the budget as we do not know what will be received for SDC fees throughout the year. Mr. Kaiser asked that if we were to waive the SDC fees then can we ask Housing Works for a longer lease term; Mr. Garner stated that is a fair request.

Mr. Kaiser made a motion to waive the SDC fees for Housing Works and request a lease term of 30 years; Mr. Logan seconded; all in favor.

NEW BUSINESS:

ELECTION OF OFFICERS:

- Chair – Ms. Henderson nominated Mr. Logan for chair; Ms. McKenzie seconded; all in favor.
- Vice-Chair – Ms. McKenzie nominated Ms. Smith for vice-chair; Ms. Henderson seconded; all in favor.
- Secretary – Mr. Kaiser nominated Ms. McKenzie for secretary; Mr. Logan seconded; all in favor.

CITY WELLS AT CROOK RIVER PARK: Mr. Garner stated that the City is interested in putting wells along the Crooked River in Crooked River Park as part of a large scale plan to utilize mitigation credits that have to do with the dam project. Mr. Logan asked if this was triggered from our recent request to the City for IGA's on City owned parks; Mr. Garner stated no. Mr. Garner stated that we will be seeing an agreement or MOU in the future on this project.

LOCAL GOVERNMENT GRANT FOR 2018: Mr. Garner stated that for the past two years we have applied for the Local Government Grant with efforts focused on expanding the skate park and renovating the tennis courts, the grant will support components of a pool but no portions of an indoor pool facility are supported. Mr. Garner stated that he has had conversations with Wayne Looney of the Kiwanis to apply for the 2018 Local Government Grant with the Kiwanis splash pad as the focus, Kiwanis has raised about \$150,000 at this point that can be used as matching funds for the grant. Ms. Henderson asked how the timing of the grant application and process go with the new pool planning; Mr. Garner stated that the timing is good; Mr. Kaiser stated that if the grant is received that it could potentially help pay for pieces of the pool that are necessary such as operating equipment; Ms. Smith stated that the splash pad will be free for the community to use, that anyone will be able to use it versus a pool will charge admission.

The board agreed to change the focus of the 2018 Local Government Grant application to the splash pad.

BOARD INPUT:

- Ms. Henderson asked about the letter to the City on IGA's for City owned parks; Mr. Garner stated that he has spoke with Steve Forrester, City Manager, about putting IGA's in place also in conjunction with the pump going bad at Stryker Park, Mr. Forrester has passed the IGA's to their attorney (Dulti) to work on.
- Ms. Henderson asked who she needs to get trail maps to for the Barnes Butte property; it was stated that at

the last meeting a decision was made to have Stanley Flynn, Ms. Henderson and Mr. Kaiser meet and devise a simple plan for the Barnes Butte trails and then have the board approve it.

- Ms. Henderson asked about an article that she saw in the local newspaper in regard to the land that the City purchased near Ironhorse and the BLM property, it stated that there would be a meeting but did not state the date; no one is aware of the meeting date yet for the City meeting.
- Ms. Smith asked when would the Board like to meet in regard to the 20-year comp plan; Mr. Kaiser stated that we should have a little retreat; July 29th from 9:00am to noon was decided on at the District office. Board members are to read the 20-year comp plan ahead of time and bring 3 ideas of projects/interests that are priority to them and explain why at the work session. There will be a list of current projects compiled. Ms. Henderson is to bring maps so that projects can be marked.
- Mr. Logan asked if there has been any progress on the Ochoco Lake Campground agreement; Mr. Garner stated that the County is working on the agreement, he received a phone call from them earlier this week.
- Mr. Logan asked if any 'Old Business' that is still unfinished can remain on the agenda as a reminder; it was suggested that below the agenda a list of 'Outstanding Action Items' be compiled and updated during meetings periodically.

NEXT MEETING DATE & ADJOURNMENT: Mr. Logan adjourned the regular board meeting at 7:23pm, next meeting will be July 26, 2017 at the District office.