

**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 St, Prineville, OR, on November 29, 2017, was called to order by Mr. Logan at 5:14pm.

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

**STAFF:** Duane Garner, Cassy Sykes, Hannah Hamlin

**GUESTS:** Wayne Looney

**PRIOR MINUTES:** Mr. Kaiser made a motion to approve the prior minutes; Ms. Henderson seconded; all in favor.

**APPROVAL OF BILLS:**

- Mr. Logan asked what DHS is being paid for; Ms. Sykes stated it is a payroll garnishment
- Mr. Logan asked what BNS Sports is being paid for; Ms. Sykes stated it is payment for basketball jerseys for the Kindergarten through second graders.
- Ms. McKenzie asked who CRIS is; Mr. Garner stated it is the company that we use to do background checks.

Ms. Henderson made a motion to approve the check sequence #35775 to 35832 in the amount of \$47,814.29; Ms. McKenzie seconded; all in favor.

**FINANCIAL STATEMENT:** Ms. Sykes stated:

- Checking account balance: \$73,985.96
- Government Pool account balance: \$1,603,260.54
- We have received additional tax revenue of about \$505,000 this month, we will continue to receive tax revenue throughout the fiscal year but in much smaller amounts.
- Several questions are being addressed with the auditors about the audit, once these are ironed out then the audit will be finalized, hoping that the audit will be complete by mid-December.
- A financial summary and detail is enclosed in your packets of where we currently are in comparison to our budget.

**DIRECTORS REPORT:** Mr. Garner stated:

- He received a notice from Mark Cowan, the County Opportunity Grant coordinator with OPRD, stating that they only received four applications, using up only \$326,000 of their total grant fund of \$951,000. The upcoming year could be a great chance to apply for the grant again, prior we received this grant and used it to install pedestals at sites and install the sewer line, we would like to continue improvements at the RV Park. Some of these improvements are asphalt and electrical upgrades. Ms. McKenzie asked if the grant money could go towards the cabins at Ochoco Lake; Mr. Garner stated that a grant for the cabins at Ochoco Lake could actually be applied for under Land and Water Conservation Project, the County Opportunity Grant has to be for County owned property and has to be applied for under the County. The next County Opportunity Grant will open October 1, 2018.
- Ochoco Lake Campground is part of the Land and Water Conservation Program, which qualifies it to be eligible to receive a grant from the Land and Water Conservation Project. This grant opportunity could help with the expenses of updating the existing campground. Mr. Garner met with Eileen Obermiller on November 28, who is a local landscape architect, she will be helping with the site planning for cabins at Ochoco Lake Campground that is required by the County. Mr. Logan asked if CCPRD was reconstructing the park; Mr. Garner stated that they wish to put in another path to loop around the campground, add power to RV spots and update the restrooms. \$20,000 is budgeted for this fiscal year for capital improvements at Ochoco Lake Campground. The LWCP grant requires a 50% match.
- Mold testing was completed at the RV Park manager's residence; the tests were negative for mold, however we did have the HVAC system cleaned as it was extremely dirty. The RV Park Manager is doing well and so far showing no further signs of allergic reactions.
- The irrigation project is moving along well. If the weather holds out, the project could be complete next week. Cost is lower than we had anticipated and budgeted for. There is a chance the entire irrigation project could be completed in the spring, depending on the weather and costs.

### **BOARD INPUT:**

- Mr. Logan asked if the City Council and County Court meetings can be put on the upcoming meetings portion of the agenda.

### **OLD BUSINESS:**

#### **NEW POOL SURVEY:**

- Mr. Looney stated BLRB has been develop drawings for a new pool. Initially the process started with nine concepts and are now down to two. The two options are identical except one option offers a seasonal uncovered outdoor leisure pool, prices are \$23.7 million and \$28.2 million.
- Mr. Looney stated that the advisory committee would like to talk to St. Charles from a wellness aspect, to find out if they are willing to help with any of the costs.
- Mr. Looney stated the pool advisory committee will be taking a proposal to the City and the County to gain support and potential financial support for a new pool. It is the advisory committee's goal to get a county-wide vote on the pool. The annual estimated cost to operate the pool is \$700,000-\$1,000,000; Mr. Looney stated the City may be willing to help with operational costs until the District can with stand the burden on their own when Apple comes out of exemption.
- Mr. Looney stated that in Boardman a pool was built this past summer for about \$15 million, the advisory committee is curious on how they were able to build a pool for that low of a cost and still have amenities that were also included in the facility that was built. December 11<sup>th</sup>, Mr. Looney, Mr. Garner and a few others will be going to the Boardman recreation facility to check it out to see if it could be a possible fit for our community.
- Mr. Garner stated Mr. Looney will approach the City Council and County Court with the proposal. Ms. Henderson asked if there has been any communication with City or County yet, Mr. Garner stated that he has spoken with Steve Forrester and Seth Crawford a couple of times now and they are suggesting approaching the City County and County Court about a collaborative plan for a new pool to benefit our community. Mr. Garner read aloud the proposal that will be presented to the City Council and County Court. The advisory committee will need to get on the City and County's agendas, once the meetings are set up the Board will be notified.
- Mr. Garner stated that interviews are scheduled for potential survey companies to conduct a County-wide survey to determine the support of a new pool and the financial threshold. Mr. Garner, Bob Keefer and Mr. Logan will be conducting the interviews and to make a final choice. The survey should be completed and results presented by the end of January. Mr. Logan suggested that the advisory committee should wait to approach the City Council and County Court until we have the survey results back; Mr. Garner stated that after visiting with Mr. Forrester and Mr. Crawford that now is the time to approach the City and County, stating that a survey is in progress and results will be presented upon receiving them. Mr. Logan further stated his concern of having the survey results at the presentation to the City Council and County Court.

Mr. Kaiser made a motion authorizing Duane Garner and Wayne Looney to move forward with the initial presentation to the City and County officials of the proposal that was outlined tonight; Ms. Henderson seconded; all in favor.

**ANNEXATION:** Mr. Garner stated that Facebook is not currently in the District's boundaries but Apple is and a small portion is the Les Schwab warehouses are. Discussion ensued on when a good time would be to consider reannexing the District; it was agreed that not until 2019 should annexation be considered, however annexation will be added into the 20-year comprehension plan.

### **NEW BUISNESS:**

**FILLING VACANT BOARD MEMBER POSITION – UPDATE:** Mr. Garner stated no applications have been received yet for the open board position; Ms. Sykes stated that the position has been advertised in the newspaper for 3 weeks and on our website. The Board agreed to leave the position and advertising as is for now; Mr. Logan suggested putting the announcement on Facebook.

**SOCIAL MEDIA POLICY:** Mr. Logan requested to have the District's name spelled out in the first paragraph and then use the abbreviation after that throughout the policy.

Ms. McKenzie made a motion to approve the Social Media Policy as corrected; Ms. Henderson seconded; all in favor.

**INSTALLING NEW FENCE AT BIKE PARK:** Mr. Garner stated that he was approached by the property owners next to our new property next to the bike park, they would like to put in a fence but do not want to do so if we will also be building a fence, that it does not make sense to build two fences, Mr. Garner would like to put in a chain link fence with woven in slats. It is undecided at this point who would pay the cost of the fence, Mr. Garner stated that SDC funds can be used for this type of project and that it would be a good neighbor gesture for the District to put in the fence. The Board asked if any quotes has been obtained yet, Mr. Garner stated that he will get a quote.

**NEXT MEETING DATE & ADJOURNMENT:** Mr. Logan adjourned the regular board meeting at 7:37pm. The next regular board meeting will be December 13, 2017, 5:15pm, at 296 S. Main St, Prineville.