

**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 May 23, 2018, was called to order by Mr. Logan at 5:15 p.m.

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

**STAFF:** Duane Garner, Hannah Hamlin

**GUESTS:** Bob Keefer, Wayne Looney, Dick Hollenbeck, Susan Crawford, Bill Zelenka, Dave Vieu

The regular board meeting was called to order by Jeremy Logan at 5:15 p.m. Mr. Logan started the meeting by giving the floor to Mr. Vieu.

**PUBLIC INPUT:**

Mr. Vieu introduced himself as a resident who lives on North Sugarpine Road near the Yellowpine Park. He stated that there has been people hanging out at all hours of the night at the park and being very loud and obnoxious. Mr. Vieu stated that teenagers and young adults have been gathering at the park at night, then leaving their trash laying around the park. When confronted, the youth threaten the neighbors. The police have been called on a few occasions but are unable to come to the park until there is an officer available. Mr. Logan asked if he has approached the City Council with his concerns? Mr. Vieu stated that he has not, but he has had conversations with the Police Department.

Mr. Vieu suggested added more lighting to the park, as well as more signage and a camera to monitor the park. Mr. Garner stated that CCPRD is in the process of updating the park signs around town and is planning to update Yellowpine Park. Mr. Garner also said that he would contact the police department and discuss these concerns with them.

**BUDGET HEARING:**

Mr. Logan opened the 2018-2019 budget hearing and asked if there was any public input concerning the proposed annual budget. There was no one in attendance who had any comments on the 2018-2019 budget. Mr. Logan closed the budget hearing at 5:24 p.m.

**PRIOR MINUTES:** Ms. Henderson moved to approve prior minutes from May 9, 2018 as presented, Ms. McKenzie seconded; all in favor.

**FINANCIAL STATEMENT:** Mr. Garner stated that the business server has been ordered and the installation process will soon begin. The County IT Department will be a major factor in helping install the program that allows Ms. Sykes to continue financial reports and accounting from her new location.

**APPROVAL OF BILLS:**

- Ms. McKenzie asked what First Interstate Bank is being paid for; Mr. Garner stated that it is the loan for the rental house on Main Street. CCPRD will make the final loan payment during 2018-2019 fiscal year budget.
- Ms. McKenzie asked what the County Treasure is being paid for; Mr. Garner stated that is payment for the work from the County IT Department.
- Ms. McKenzie asked what LBoyd Consulting is being paid for; Mr. Garner stated that is payment for the software update on the financial accounting computer.
- Ms. Henderson asked what Joe Floyd is being paid for; Mr. Garner stated that is for the moving of the vault restroom up to the Ochoco Lake Campground.

Mr. Garner stated that check number 36317 is not represented in the check number sequence. The check was written to Ochoco Feed but for some reason it is not being shown on the register report. He will investigate this further once Cassy has access to the system.

Ms. Henderson moved to approve the bills in check sequence 36318 through 36347, Ms. McKenzie seconded; all in favor.

## **DIRECTOR'S REPORT:**

Mr. Garner stated:

- The tent site renovation at the RV Park is coming along nicely, the split rail fence is up, and the surfacing will be in place soon.
- The floating restroom took longer than expected but should be in place by this weekend. The concrete vault restroom has been successfully moved to the Ochoco Lake Campground, final renovations are taking place to make it functional.  
The reservation system for Ochoco Lake is built and we are currently working on new signage at the campground and getting the website set up.
- The pool is being cleaned and made ready for the season. There is water in the pool ready for use by the swim team starting May 28<sup>th</sup>. The kiddie pool area decking needs to be fixed as the carpet is torn and the deck underneath is falling apart.
- The carnival will be back in town this year, June 27<sup>th</sup> – June 30<sup>th</sup>. The police are sponsoring a free 12 and under day June 28 from 1-3pm.
- CCPRD is looking for vendors for the 4<sup>th</sup> of July celebration in the park that is partnered with the Chamber. There will also be a used sports sale during the event, the proceeds go to the Happy Healthy Hearts program which helps pay for recreation programs for kids and adults that need financial assistance.
- There was a Chamber of Commerce Perk on Friday the 18<sup>th</sup> at Rimrock Park to celebrate the designation of the Crooked River Scenic Bikeway.
- Interviews for the Business Manager position have been conducted and there are several good candidates. The decision to fill the position will be made soon.

## **OLD BUSINESS:**

### **ANNEXATION INFORMATION:**

Mr. Garner stated that Eileen Eakins is working on a timeline and annexation process outline and it will be ready to discuss at the next meeting. Mr. Garner stated that to initiate the annexation process, the board will need to pass a resolution and at the same time the legal description for the current and proposed boundary lines will need to be part of it. This will need to be put together by a surveyor prior to this happening. A work session meeting was scheduled for June 9, 2018 at 9:00 a.m.-12:00 p.m. to further discuss the annexation process. Meeting location to be determined.

## **NEW BUSINESS:**

### **POOL COMMITTEE RECOMMENDATIONS:**

Mr. Keefer spoke on behalf of the Pool Advisory Committee and he stated that at the last committee meeting it was unanimously decided to suggest that the CCPRD Board of Directors formally meet with the County Court and ask if they would support a county wide bond. Mr. Keefer stated that he believes that the CCPRD Board will need to be very active and lead the way with the City and County in order to secure funding for a new pool. He encouraged the board to engage with other elected officials and lay some ground work for this project.

Mr. Keefer also said that the Pool Advisory Committee is looking into alternative design options that could potentially reduce the construction cost of a new facility.

Mr. Looney stated the he has been working with Anderson Pool Works who is the contractor that will be building the Splash Pad in Stryker Park this summer. He said that Anderson Pools is willing to review the conceptual drawing and make some recommendations on the design that would potentially bring the construction cost down. Mr. Garner stated that he has been contacted by a contractor that worked on the Boardman pool and he is also willing to make some recommendations on the design for the pool committee to consider. He also stated that BLRB said they would look into some alternative options such as energy efficient construction methods, etc.

## **DONATION AGREEMENT – HOUSING WORKS:**

Mr. Garner presented the Land Donation Agreement from Housing Works to the board for approval. Housing Works is transferring the ownership of approximately two acres of land adjacent to the old Ochoco Grade School Gym to CCPRD. The park area will be watered with city water and the meter will need to be installed. CCPRD will be responsible for installing the irrigation system. There is a play structure currently on the site that is in fair condition that will be saved and used. The parcel of land will be able to be accessed from the Madras Highway or from Locus street.

Ms. McKenzie moved to allow Mr. Garner and CCPRD to sign documents securing the transfer of land from Central Oregon Housing Authority to CCPRD, Ms. Henderson seconded; all in favor.

**COMMUNICATION POLICY:**

Tabled for another time.

**ACCOUNTING POLICIES:**

Tabled for another time.

**NEXT MEETING DATE & ADJOURNMENT:**

Mr. Logan adjourned the regular scheduled board meeting at 8:03 p.m. The next regular board meeting will be June 13, 2018 at 5:15 p.m. at 296 S. Main St, Prineville.

Work session will be June 9, 2018 at 9:00 a.m. – 11:00 a.m.