

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 July 11, 2018.

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

STAFF: Duane Garner, Donna DeHaan

GUESTS: Gary Goodman, Susan Crawford

PRIOR MINUTES: Ms. McKenzie moved to approve prior minutes from June 26, 2018 as presented, Ms. Benkosky seconded; all in favor.

APPROVAL OF BILLS:

- Ms. McKenzie asked what Bailey's was for; Mr. Garner stated it was for a John Deere Gator, which is a diesel utility vehicle for maintenance.
- Mr. Logan asked what the Tri County Paving bill was for; Mr. Garner stated it was for paving and patch work at the RV Park, paving cabin spaces, paving some spaces at Ochoco Lake and paving the basketball courts.
- Ms. Benkosky asked what Fagen Trees and Chips bill was for; Mr. Garner stated it was for removal of poplar trees in the park.
- Mr. Logan asked what the Winsupply bill was for; Mr. Garner stated it was new irrigation controllers that can be operated with a smartphone.

Ms. McKenzie moved to approve the bills in check sequence 36484 through 36608, Ms. Henderson seconded; all in favor.

FINANCIAL REPORT: Mr. Garner referred everyone to the handout titled "Financial Summary of Accounts as of the end of the 4th Quarter of 2018." He stated this was a snapshot of the year but all bills are not in yet in and accounted for in these figures. All funds except capital outlay for the District are coming in under budget. Capital outlay is over budget as was discussed at the last meeting and funds transferred by resolution of the board from Materials and Services accordingly. We recently purchased a used John Deere Gator utilizing funds from the equipment reserve fund. Tax revenue for the District is slightly under what was projected for the year.

Ochoco Lake revenue is coming in over what was projected. Personnel expense is substantially lower than projected partially due to us not building any cabins over the winter as we had originally planned. We were able to get some asphalt work completed and we moved the concrete vault toilet from Ochoco Creek Park to Ochoco Lake as was budgeted for.

RV Park revenue is slightly down. This is partly due to the reduction of monthly sites occupied this past winter by construction workers. Personnel and Materials and Services are coming in under budget. Capital Outlay is also coming in under budget and we were able to accomplish some nice improvements this year. Overall the 2017-2018 budget is looking good.

DIRECTORS REPORT:

Mr. Garner stated:

- Day to day work is very busy right now.
- Interviewing for a mechanic will begin soon.
- ODOT meeting tomorrow concerning power and water issues at the "Y".
- Splash pad is coming along nicely. Met with Wayne. Rosedin Electric and EOFF are contributing with the lighting and electrical work needed for the project. Mr. Garner asked the board to think about contributing to this project by adding a sidewalk path from the splash pad to the gazebo and add pathway lighting and power to the gazebo.

- Movies in the Park is a new venture for CCPRD with three scheduled events for this summer. The first movie will be at Stryker, the second at the Pool and the third back at Stryker. We have just ordered a cinema package with a screen and PA system for this purpose.

Ms. Henderson asked about the bike path lights. Mr. Garner stated this is managed by the city and we are working with them. We are not in control of the timeline. Part of the issue is an electrician cannot be found to do the work at this time.

Mr. Logan asked about the playground analysis that the foundation had performed. Mr. Garner stated he would get this analysis to everyone.

OLD BUSINESS:

EXPANSION OF CCPRD BOUNDARIES:

Mr. Garner stated that in order to move forward with annexation, the board needs to make a firm decision on whether they want to pursue a county-wide boundary or just the Fire District boundaries. The next step in this process is to have a survey company put together a document with all of the legal descriptions for the boundary. Mr. Garner pointed out that even if an annexation successfully passed, it would be 1 to 1.5 years before the district would see any additional funds due to period of time between levying taxes and collection of those taxes. A discussion regarding timeline for placing an annexation proposal on the ballot took place, the board decided to pursue either 05/2019 or 11/2019 elections.

There was also discussion among the board about needing time to sell the idea to the public and they will be working on a comp plan that clearly identifies future needs for the community.

There was a discussion concerning county wide boundaries versus fire district boundaries. (Guest) Ms. Susan Crawford asked if the district could break out the vote into sections/pockets and allow certain areas to vote separately. Mr. Logan responded that this is what was proposed the last time CCPRD tried to annex new territory and outcome was not favorable. (Guest) Mr. Gary Goodman stated that he is in favor of expanding the CCPRD boundaries to the Fire District boundaries as he feels that these boundaries reflect the population that would utilize the CCPRD services. He stated that there are roughly 9000 voters in the CCPRD boundaries with an additional 6000 that could be added by matching the Fire District boundaries. There are only roughly 7% more voters in the county outside the Fire District that could be gained by including this area. He believes this 7% outside of the Fire District would not likely use CCPRD services. He believes this is why using the Fire District boundaries make more sense.

The board discussed breaking the annexation proposal down into two parts. One vote being the Fire District and the second being everyone outside the fire district, but inside the county. It was discussed the pool needs to be part of the strategy to sell the annexation. Success of a pool proposal would be based on the success of annexation of at least the fire district boundary.. The CCPRD board instructed Mr. Garner to prepare the needed documentation to propose both boundary options for annexation. It was discussed to prepare a RFP update of the 20 year comprehensive plan as well as the SDC methodology. Mr. Garner said that he would try and have a draft RFP prepared by the next board meeting. He will also have Kelso Surveying start on preparing the needed annexation boundary documents. Mr. Garner said that he has already reached out to Redmond, Bend, Sisters and Hood River for examples of RFPs that they have used and he will use this information to compile a draft RFP. Ms. Benkosky asked if Mr. Garner would send her the information that we received from the district attorney Eileen Eakins.

REVIEW OF BOR CONTRACT HAYSTACK RESERVOIR:

Ms. Benkosky and Mr. Garner met today. There are some concerns that have been raised with certain portions of the contract. Mr. Logan gave background as to what they want to accomplish with the one year trial. Ms. Benkosky stated she had concerns related to liability, expectations and reporting requirements. Mr. Garner stated that he would like to continue working with BOR on trying to address some of these concerns and asked the board if they would be fine with Ms. Benkosky and himself both working on this together. The board agreed that this would be good.

NEW BUSINESS:

ELECTION OF OFFICERS:

Mr. Logan opened up officer elections. Ms. Henderson nominated Mr. Logan as Board Chair; Ms. Benkosky seconded; all in favor. Ms. Benkosky nominated Ms. McKenzie for Secretary; Ms. Henderson seconded; all in favor. Ms. Benkosky nominated Ms. Henderson for Vice Chair; Ms. McKenzie seconded; all in favor.

POTENTIAL BUILDING RENTAL/PURCHASE:

Mr. Garner provided information regarding the COIC building that is available for sale or lease. He stated that this is a large enough facility where the maintenance shop could be built in the back portion of the property and would combine all operations in one location. There are two large meeting rooms that could be available for classes and other purposes. Ms. Benkosky asked if Mr. Garner would look into what the main office and the maintenance property are worth if we sold them. She also stated it could look bad publically as we are pursuing annexation because the district need additional income and then purchases a large office building. Mr. Logan brought up the idea of finding out if they would be open to trading properties; our current office and the maintenance property for the COIC property. Mr. Garner said that he will ask if this is an option.

POWER AND WATER AT THE "Y":

Mr. Garner said that a meeting is set for tomorrow with ODOT, the City of Prineville and Crook County. The purpose of the meeting is to discuss a solution to the failing electrical system and ongoing operations. Mr. Garner cannot find the agreement that the district has with ODOT to maintain the "Y", but knows that there has been one in place. There were minutes from a meeting held 01/28/1987 where the Chamber urged CCPRD to provide maintenance, landscaping services and the district agreed to do this. Over the years CCPRD has been the only entity funding the ongoing operations at the entry to the city and there have been a number of times that the City, County, ODOT and the CCPRD have put funds toward major improvements down there. Originally Maphet put in a well for irrigation, but no water rights are on file. In 2010 the irrigation system failed and the City, County and ODOT put in funds to purchase materials and CCPRD along with volunteers replaced the irrigation system. Today the power is failing. The power meter is located on the back of the Prinetime building, which used to be Diamond Electric and there is no agreement in place for this to exist there. Two years ago Mr. Garner brought these issues to the City's attention and Eric Klann, City Engineer, said the he would look into whether there are legal water rights for this property or not. A firm was hired to conduct some research and there is no record of a well or water rights for this property..

Mr. Garner stated that basically the infrastructure has failed. At a minimum we need a new power supply just to keep the pump running. He said that currently we buy flags, raise and lower the flags, cut grass, spray weeds and maintain the area with no benefit to CCPRD. He stated that he believes that it is in the best interest of CCPRD to pursue a new IGA if we are going to continue providing our service to maintain this area. Mr. Logan said that he will attend the meeting along with Mr. Garner.

OTHER ITEMS:

- Ms. McKenzie asked if the new board member position had been advertised yet. Mr. Garner stated it had.
- Mr. Logan asked where we were with looking into recreation purposes on property close to the old mill site in the North Ridge area. Mr. Garner said that Josh Smith, City Planning Director, had spoke with him about a potential trail system there. Mr. Garner discussed having Mr. Smith come to a future board meeting and discuss some options that the city is looking at for trails up there.
- Mr. Garner stated he will be on vacation from 08/01/2018 through 08/07/2018.

NEXT MEETING DATE & ADJOURNMENT: Mr. Logan adjourned the meeting at 7:42 p.m. The next regular scheduled board meeting will be July 25, 2018 at 5:15 p.m. at 296 S. Main Street, Prineville.