

LA PINE PARK & RECREATION DISTRICT BOARD MEETING

AGENDA

April 5, 2010 6:30 pm

John C. Johnson Building - 16405 1st Street, La Pine, Oregon 97739

Work session 6:00 pm

Call Meeting to Order

Establish Quorum – Roll Call

- Tony DeBone – Chairperson
- Dan Cram – Treasurer
- Sheila O'Malley – Secretary
- Bob Metcalf – Board Member
- Arlo Fertig – Board Member

Park Director: Justin Cutler _____

LPRD bookkeeper: Mary Thorson _____

Visitors:

Pledge of Allegiance

Acknowledgment of the Agenda

Acceptance of the Minutes from March 15, 2010 Board Meeting

Treasurer's Report: Dan Cram / Mary Thorson

New Business:

1. Budget Committee
2. White School Building Financing Options
3. Upcoming Special Events
 - a. Jade's Jazz Festival
4. Rosland Campground & Day Use Area

Old Business:

Rosland Campground: Updates

Finley Butte: Updates:

JCJ Building: Updates:

White School: Updates:

General Discussion

Next regular meeting to be held at **April 19, 2010 at 6:30pm @JCJ**, (with a 6:00pm working session prior.)

Adjourn

Pursuant to ORS 192.640, this notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the La Pine Park and Recreation District Board to consider or discuss additional subjects. Meetings are subject to cancellation without notice. This La Pine Park and Recreation District Board meeting is open to the public and interested citizens are invited to attend. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Justin Cutler at (541) 536-2223.

Agenda Detail: 04 05 10

Budget Committee:

The District is required to appoint a Budget Committee every fiscal year according to Oregon Revised Statute. The Committee can be a combination of Board Members and the General Public. I would like to have a discussion with the Board about whether or not members of the Board would like to sit on the committee. Furthermore, I have information for each of you on Oregon Budget Law that I will hand out at the meeting.

White School Building Financing:

After the last meeting I did some further research into financing options and projected out five year for our budget. The research included calling other Finance professionals and getting their input on our options and looking into other options for construction coordination. I would like to go over the options and the budget with you at the meeting. Given the complexity of the spreadsheet I have not included it in the packet for your review ahead of time. Please keep in mind that what I will present is a planning document and not a draft budget.

Upcoming Special Events:

At the last meeting we discussed the opportunity to have the Park & Recreation District sponsor a Wrestling Event. At that time it was determined that it was in the best interest of the District to not sponsor the event and Arlo & Nancy Fertig will produce the event on their own and rent the White School Complex from the district for the current fee plus deposits. In addition to the wrestling event the Board was going to discuss Jade's Jazz Festival, however Sheila O'Malley was not able to attend the meeting due to an illness. She will be with us on April 5th to discuss her event. I would like to ask that the Board to provide me with guidance on what fees to assess and how to coordinate this event with Ms. O'Malley.

Rosland Campground & Day Use Area:

Rosland Campground & Day Use Area is a forty acre parcel on Burgess and adjacent to the Little Deschutes River. The campground currently has 10 dry camping sites, 1 with water & electricity, 1 camp host site with water and electricity, an amphitheater, riverfront access, walking trail, community building and day use area. This summer we will be installing a new pit toilet in the Day Use area. The playground equipment and old pit toilets were removed this winter due to their unsafe conditions.

In order to improve use of the site, staff recommends that the District begin a planning process with the community to design a park that balances revenue generation through camping and day use improvements to serve the District population. Staff would work with the community to identify improvements to the site that would attract year round visitation from within the District. Furthermore, staff would work with local campground professionals to assess, design and improve the campground, and revenue generating opportunities. The thought is that the District could begin design and construction of the camping improvements while working with the community to design the improvements to the riverfront and day use area. Staff is looking for your guidance on where this ranks in priorities for staff work load and how you would like to engage the community.

Director's Report

Submitted by: Justin D. Cutler

Facilities:

Grant Funding for Security Upgrades:

- Received the check from SDAO for \$3,000. Installation of the new locks will begin in the month of April.

Johnson C. Johnson Center:

- Heater in the main room has been serviced and is a lot quieter than our last meeting.
- New lights installed in the LPRD Office.
- New lights/ donated lights with upgraded bulbs will be installed in the Main Meeting Room on Friday April 9th.

Finely Butte Park & Community Building:

- The Lions will be hosting a clean up day for Finely Butte on Wednesday the 14th of April in the morning. We will be removing the piano's, old appliances and cleaning out the maintenance storage areas in the kitchen.

White School Building:

- The heating units were serviced this week. The northwest unit is broken beyond repair, the heat exchanger is cracked. The other two units that currently heat the building are okay.

Rosland Campground & Day Use Area:

- Agenda Item.

Volunteer Programs:

- Volunteers continue to come in looking for meaningful opportunities. We are inputting them in to a database, screening their backgrounds and trying to find opportunities for each of them.
- There will be a large group of volunteers (50-60) coming to La Pine on May 22nd. We will be participating with the rest of the community in keeping them busy.

Policy & Procedures:

Personnel:

- I will begin working on this policy next and should have this for sometime in April/ May. This will be in anticipation for the hiring of a After-School Coordinator as part of the Community Schools Program.

Rental Policies:

- I will bring a draft rental policy to the board on April 19th for your review and comment.

Budget:

FY 09-10:

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FY 10-11:

- At the meeting I would like to discuss the make up of the Budget Committee. ORS allows the Board to serve with the other committee members to make up the budget committee. I will also have some recommendations for nominations to the budget committee.

Grants:

Transient Room Tax (TRT):

- Still awaiting the funds from last year, should be getting the agreement wrapped up in April. Have not heard any word on the TRT Funds for this coming year.

State Park Grants:

- No update at this time.

Oregon Community Foundation/ White School Building:

- No update at this time.

Special Events:

- The Egg Hunt is this weekend. I will provide you with numbers and feedback on the event on Monday at the Board Meeting.
- June 19th and 20th will be the First Annual La Pine Rocks! Walk, Run and Bike event. I am working with Carol Swendson, Community Kitchen and the Chamber to produce this event for the community and to bring in tourism. LPRD may participate with my time and with the rental of the Finely Butte Building for the weekend.

Programs:

- Youth Soccer: Is going forward. The fee will be \$40. Registration will be Saturday the 3rd of April at the Easter Egg Hunt and Wednesday April 7th from 5:30 p.m. to 7:00 p.m.
- Adult Open Gym: Our second adult open gym happened on March 30th. We had 20 participants at the first open gym and 30 at the second Open Gym. I am looking for a volunteer to coordinate the Adult Open Gym at the WSPB.

Key Stakeholder Meetings:

- I have met with several people throughout the community including each of you, the school principals, key volunteers and former district staff, local employers, regional park administrators, local landscape architects and many more interested citizens. If you know of someone that I should meet with please forward their contact information on to me and I would be happy to reach out to them.