

LA PINE PARK & RECREATION DISTRICT BOARD MEETING
AGENDA
June 21, 2010 6:00 p.m. General Meeting, 6:30 pm Work Session
John C. Johnson Building - 16405 1st Street, La Pine, Oregon 97739

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

Director of Parks & Recreation: Justin Cutler _____
LPRD bookkeeper: Mary Thorson _____
Administrative Assistant: Teri Myers _____

Pledge of Allegiance

Acknowledgment of the Agenda

Acceptance of the Minutes from June 7, 2010 Board Meeting

Treasurer’s Report: Dan Cram / Mary Thorson

Visitors/ Public Comment:

New Business:

1. AA Finley Butte Reduction of Fees
2. White School Field Restroom

Staff/ Volunteer Reports:

Rosland Campground

Board Retreat/ Work Session:

Next regular meeting to be held at July 12, 2010 at 6:30pm @JCJ, (with a 6:00pm working session)

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 06 21 10

General Meeting:

AA Request for Reduction of Fees: DISCUSSION/ ACTION

The Wednesday Night AA Group would like to move back to Finley Butte beginning ASAP. They will be attending the General Meeting to request a reduction in their fees from \$160 a month to \$40 per month.

White School Bathroom Remodel: DISCUSSION/ CONSENSUS

Staff received a bid that was just over \$18,000 for the remodel of the White School Field Bathroom. This is a flush facility with two holes per side. The improvements would make the bathroom ADA accessible and bring it back to a useable state. After talking with the Contractor, Northwind Construction, staff was able to whittle the cost down to \$15,000. The reduced cost would remove the original plan of a permanent foundation for the facility. Completion of the Bathroom would likely take until the end of July. (See attached bid)

The \$15,000 would require just under half of what was set aside for capital improvements for FY 2010-11 (\$35,000). The bathroom was purchased in the past for \$15,000 and then an investment was made in an electrical run to the building and the installation of a septic tank.

The question is whether or not we should spend roughly \$15,000 on improvements to the bathroom. What to do with the bathroom if it is decided that the improvements will not be made?

The driving factor in making a decision is the need to install, approximately \$2,000 worth of electrical improvements for this year's Frontier Days, which occur on July 2nd. If the bathroom will be staying then the electrical panel will be placed on the building. If the building is to be moved, then a stand-alone panel system will be built similar to what is located by the stage.

Please let staff know prior to the meeting if any additional information would be helpful to come to a consensus.

Work Session:

Board Retreat: DISCUSSION

George Dunkel with the Special Districts Association of Oregon will be on hand to walk us through a basic Board Orientations and lead a discussion around roles and responsibilities of Board Members and staff. Please come prepared to actively participate. One or two City Councilors might be joining us as well. **DINNER WILL BE PROVIDED.**

Oregon Community Foundation/ La Pine Event Center:

- No update at this time.

Special Events:

- 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 is sponsoring the rental of the Finley Butte Building for the event.

Programs:

- Youth Soccer: Has ended. I have received many positive comments about the program. We will be ready to go for next year with a year under our belt.
- Adult Open Gym: Continues throughout the summer.
- Adult Softball: Will begin July 12th and run through sometime in August before hunting season.
- Youth Football: Registrations begin June 8th at the Elementary School Summer Resource Fair. Registrations will be taken through the first week of school. Football is for kids ages 4 to 6 grade. We will be hosting a regional jamboree on August 28th at La Pine High School. This will be a fundraiser for the Football Program and the School District Clubs.

Acquisitions:

- La Pine State Park: I met with the Regional Manager, he would like more detailed information about our proposal. I will work on this over the next year and get him something to review.

Summer Vacation Plans:

- I will be out of the office from the afternoon of August 20th returning on September 7th.
- In both cases I will make sure that the office is covered the majority of my absence and that there are emergency protocols in place. I will have my cell phone and computer in June and coverage should be good. My trip in August, coverage will be spotty and I will be in the middle of no-where or on the summit of a peak most of the time. I will still have my cell phone with me and will be in touch along with email.

Director's Report

Submitted by: Justin D. Cutler

Facilities:

Johnson C. Johnson Center:

- N/A

Finely Butte Park & Community Building:

- There is a leak in the irrigation system at the wellhead due to improper winterization. Ron Brown will be fixing this shortly.
- The Little League should be moving the backstops the week of June 21 through July 9th. Adult Softball will begin July 12th.

La Pine Event Center

- N/A

Rosland Campground & Day Use Area:

- A Technical Advisory Committee Meeting has been called for July 13th at Rosland. The Committee will be guiding the planning process for the campground.

Staff:

- The Park District will be putting together a process to hire the first part time employee utilizing grant funding from the Commission on Children and Families. This position will coordinate the Community Schools effort and expand recreational programming.

Volunteer Programs:

- Volunteer recruitment has slowed as summer is upon us. We will be hosting a volunteer appreciation picnic sometime in late September.

Policy & Procedures:

Personnel:

- I will begin working on this policy next and should have this for your approval on July 12th. This will be in anticipation for the hiring of an After-School Coordinator as part of the Community Schools Program.

Rental Policies:

I have put together names for a focus group and the first meeting will be on July 14th.

Budget:

FY 10-11:

- We are on target for the end of the year carry over and ready to go for next year.

Grants:

Transient Room Tax (TRT):

- Nothing new to report.

State Park Grants:

- No update at this time.