

LPRD Board Meeting Minutes

December 15, 2015 5:30 p.m. Community Center

Work Session to consider:

1. Call to order at 5:34 by Gary Gordon.
2. Updated policies: At the current time the policies have been completed with the exception of the financial policies. Toby, Karen and Mary met recently and will compare our budget process to other districts for best practices. The board will also consider the investment policy at a future meeting after the LPRD gathers more information about other districts. Gary asked that the info gathered be distributed before the next meeting on January 12.
3. Terasita Toscano was in a bad car accident on Sunday eve and is in the hospital in Eugene. Karen has stepped in to take over the after school program. The prognosis is that they will cast her leg and other breaks and she will keep in touch re time off.
4. Easement lease for JCJ Building: The paper work is signed and Gary will personally deliver it to the county with the signatures from LPRD and the City in place. He plans to take them in on the 16th of December.
5. Presentation by Scott Asla regarding Soccer Fields option on the unnamed 5-acre parcel north of the high school– as part of potential update to comprehensive plan. There was a discussion about Scott’s passion for helping to develop the soccer fields. Scott has contacts with the Timbers and others and asked the board if he can go ahead with the idea to ask for help to do this project. Board has approved this and removed him from the skate park job and designated him as the representative to deal with the development of the soccer fields. Joel Brader and Linda Vassalli will take over the skate park work officially.
6. Performance evaluation for General Manager has been postponed until January. Please think about how we will evaluate her. Linda has a form that she has been asked to put forward that will be used. Any board member may add thoughts about the process before the January meeting through Gary. Contract renewal for General Manager needs to be in closed session.
7. Comprehensive Plan: methods and strategies. There was a discussion about the third update. Board members would like the next Comp Plan to be a clarification of the 2013 update to the 2005 plan. No one wants it to be confusing, but, we need a new look at the long term complete plan and Gary says we can probably rewrite the plan when we review it. (“We can probably do that part of it ourselves”). He wants to add the soccer field development, the SDC’s plan, the gymnasium at Finley Butte, and a possible annex to the JCJ building for Adult Ed and a business center.

General Session:

1. Call to Order by Gary Gordon at 6:40 PM
2. Roll Call to establish Quorum. Everyone was present.
 - a. Gary Gordon
 - b. Toby Wilson
 - c. Joel Brader

- d. Tracy Ross
 - e. Linda Vassalli
 - f. Staff:
 - i. Karen Miller, GM
 - ii. Mary Thorson
 - iii. Teri Myers, Recorder
3. Pledge of Allegiance was led by Rex Lesueur
 4. Acknowledgement of the agenda – no additions were made.
 5. Public Comments- none
 6. Approval of Minutes from November 17, 2015. Toby moved and Linda seconded that the minutes be approved as presented. Motion passed unanimously.
 7. Student rep report and comments- Ms. Toscana was unable to come due to her mother's accident.
 8. Financial Report: The printout of the packet changed the configuration. There was a comment about the audit report. It has been completed and Gary says that we won't have another time when we file the reports late. Mary asked the board if she could begin sending pics of the actual cancelled checks out to the board. They will come a couple weeks after the meetings and they can be examined individually.
 9. Committee reports:
 - a. Skate – Scott Asla brought in three pictures of skate park ideas. See discussion in the work session.
 - b. Chamber- no report
 - c. SDCs- Toby Wilson said that he is still working to be sure that the priorities we have in the comp plan are capacity building can be part of the language for the SDCS. then we will have to determine the cost for creating the scd language and move ahead when the district can fund same. Scott mentioned that the BEND PRD was the first district to do SDCs and Bruce Ronning retired BPRD and Don Smith BRPD are two resources of information for LPRD to consider when creating the SDCs for the district.
 - d. LPRF report: kitchen update. Vicki Russell explained that the carpets were coming in on the 17th and the cupboards were being installed on the 28-29 followed by appliances and countertops. Everything will be ADA compliant and there will be a washer and dryer on premises in the storage utility room. There will be acrylic flooring in the kitchen, 2 convection ovens, a full five burner range with warmer, a sanitizer for the dishwashing sink, microwave and the increased pantry storage. All should be ready for the new year. She mentioned that the appliances come with a three year warranty and inspections for those years. She went on to say that the LPRF Board has a new slate of officers that will take the helm on the 16th. Bruce Abernethy will be President, Kathy DeBone will be secretary and Scott Asla will be treasurer.
 - e. Grants Status- We have begun work on the Sunriver Women's grant, the St Charles Grant and the Oregon Parks Recreational trails grant for the new cycles. OCF opens up their grant cycle online on January 16th.
 - f. 150 acres- the report was postponed until January

- g. Finley Butte- there is ongoing work being done.
 - h. other
10. GM Report: They will host a Health Fair at the LPRD on Saturday January 9th for children and adults. It is designed to give health related businesses a chance to give out info and be part of the day. There will be activities and family friendly fun for all. Karen stated that they made over \$3K for after school and the Adult Ed at the fall raffle. The Spring Dinner will be a fundraiser for Adult Ed and the HUB. It is set for end of April or first part of May – like last year. They will be doing a new event in June called the HUNT. It will be a statewide event that is a big scavenger hunt. Basketball starts in January and they are still looking for coaches for spring programs.
11. Old business:
- a. Policy re: Metal Detecting has been postponed until January.
12. New Business:
- a. Roofing options for JCJ Building- there was a discussion about the roofing material for JCJ. A decision will be made in January.
 - b. There was a request for facility fee reduction for La Pine Rodeo Association Coronation of Queen and Court Fundraiser. Gary would like to revisit the policy we have in place. Bo will look up the old policy and bring it in for review in the January meeting. There was a fee schedule for different kinds of organizations versus private rentals and out of district. The board overturned the first policy in favor of a set schedule of rental costs with the ED/GM being able to negotiate a part of the rental cost as a reduction in exchange for advertising. January. At this time the GM can co-sponsor a rental at her discretion.
13. Public comments- none
14. Staff comments- none
15. Directors remarks- Karen thanked the public.
16. Chair Closing remarks: Gary thanked the attendees and the community for their effort and vision and help. He attributed their help to their great attitudes. “what we are doing now, hopefully will create a future for all of us to enjoy.” GG He invited everyone to enjoy the dessert buffet as a thanks for being part of the park district’s success.
17. Adjournment: Next meeting is scheduled for January 12, 2016 at 5:30 PM at the Admin offices of LPCC.