

LPRD Board Meeting Minutes Approved as corrected 2-16-16

January 12, 2016

Admin offices at LPCC

Work Session:

1. Terasita Toscano is continuing to do well in her healing process. There is hope that she will be released back to light duty Feb 1<sup>st</sup>.
2. Gary Called the session to order at 5:30 PM. Quorum of all five board members were present. Karen Miller and Mary Thorson and Teri Myers were representing staff.
3. Gary explained that the performance valuation for Karen Miller would need to be postponed so that we would post it with the ORS # 192.660 (2) (i) on the agenda and explain it is a personnel consideration for the Executive session. The review is timed for February according to the last review. Each board member will do a review, as will Karen and turn them in to Gary for consideration.
4. Gary explained that he and Karen will take on the draft for the Comp Plan revisions and present it to the board for input. At that time, the meeting for public input will be set up. He hopes to have the plan finalized by September to October. This will supersede the first two plans to become the current operating Comp Plan for the LPRD. Toby asked how we got to a New Comp Plan. Gary said he would use the 2005 Plan as an outline Gary will do the rough draft. Karen will revise and fine tune and then the board will weigh in.
5. Gary discussed the annexation of the 150 acres by the city. The LPRD Board approved that the city annex 40 acres (An exchange of the Rosland park acres for the annexation. The City is now considering an exchange for acres for the entire parcel. Gary said the timeline is the end of the year. Toby asked what the benefit is. Gary explained that it is easier to work with the city in order to rezone the grounds. Vicki Russell mentioned that the entire parcel is part of the Urban Renewal District.
6. The Budget Committee process is beginning for 2016. Vicki Russel and Ashley Williams served their first year of three as members of the committee in 2015. Tony DeBone, Melissa Huck and Rex Lesueuer each served in their second terms: Melissa will be in year 5, Tony will be in year 5 and Rex will complete his sixth year in 2016. All of the board members are on the budget committee. \*We will vote on a possible committee at the Feb Board meeting.\*\*
7. Cow Creek Umpqua Indian Foundation awarded us \$10K at the ceremony in Roseburg on the 7<sup>th</sup>. The monies are for the roof on the JCJ Building and insulation on the Community Hall at Finley Butte Park. \*We need to draft a Press release for the Bulletin and other papers regarding the award.\*\* We need to send a copy of the article to Umpqua Foundation.\*\*

General Session:

1. Call to order at 6:08 PM by Gary
2. A quorum was present with all board members in attendance
  - a. Gary Gordon

- b. Joel Brader
  - c. Toby Wilson
  - d. Linda Vassalli
  - e. Tracy Ross
- Staff:
- Karen Miller
  - Teri Myers
  - Mary Thorson
  - Tricia Tompkins
3. Tricia led the pledge of allegiance
  4. Acknowledgement of the agenda:
    - a. Add the investment policy to new business
    - b. Linda will report on the skate park 9 A
    - c. Scott is absent re: soccer 9 A
    - d. \*We need to write a Kitchen Policy in 11 D\*\*\*
    - e. We will consider the fee structure for the rental policy in 12 B
    - f. We will delete 12 C
    - g. We will appoint an exploratory committee to think through options for a 15 cent levy for LPRD in 12 E
    - h. Vicki Russell will be reporting about the kitchen (9D)
      - i. She reports that the kitchen is nearly complete. They have to repair the floor and the health inspector will be coming to sign off. We need to finish the plumbing, electric and get blinds bids. We will install the washer and dryer.
      - ii. She went on to explain that the foundation is trying to finish the dream and they are considering a parking lot paving, working with the pickle ball club to raise money for the floor in the LPCC and complete the last items on the list so they can move on to the next project. The parking lot is important and the ADA requirements will be a consideration. They will look at the maintenance seal-coating and striping of the parking lot when they do it.
      - iii. The liaison from LPRD to the LPRF is going to have a job description. Gary and Vicki discussed how the foundation and the board will work together in the future.
  5. Minutes from Dec 15<sup>th</sup>: Linda moved and Tracy seconded that the minute be approved as corrected: Add Joel Brader's name in item 5 to be the skate park committee appointees. And cross out personnel policy in item 1. (Changes done and forwarded for posting). Motion passed unanimously.
 

Gary noted for new members that minutes are sent out in draft form in 7-10 days and put on the website as a draft, when approved they are reported and posted in the archives. Chad Carpenter handles the website for the LPRD.
  6. Financials: Mary- There was a brief discussion about the financials and the quarterly report showing a balance of \$155,509.99. Karen explained that we are shooting for a \$40K carry over, but that it would be tight again this year. We need to fill about 110K to cover the four months before the tax payment comes to the district in November.
  7. Committee Reports:

- a. Toby had no report for SDCs
  - b. Grants; Two are sent in for Sunriver Women's Club for HUB expansion to Three Rivers and St Charles for obesity and expanded activity classes as well as an annual Health Fair for the public. (9500)
  - c. Tony Borba went over a list of additional considerations for the 150 acre parcel that included adding a playground, a fenced vehicle lane, 2 additional buildings for use of museum or vets and walkways. There will also be additional RV parking added. Gary mentioned that this will be part of the Comp Plan rewrite. Tony also said that there is interest in creating a remote control car area. (with electric hook-ups) Borba mentioned that there were problems with snowmobiles knocking over the property markers and tearing down fencing. **\*\*\*We need to get some posters from the county that spell out what you can do and where. We need to look into signage that tells sportsmen that they are now on private land- not BLM land.** Karen has permission to phone officer DeLuca at the Sheriff's for info about what to do. Tony phone 815-8031.
  - d. Do we need to modify our policy w/respect to these winter sportsmen on the land? **\*\*\*Check with REX.**
8. General Manager Report:
- a. Karen discussed the Pickleball Tournament in July, and the parking lot
  - b. Ryan hosted the first Health Fair and it was not well attended. He will reschedule later in the year.
  - c. Bo is working on basketball sign ups and could use coaches.
  - d. Chad is doing well with adult ed.
  - e. There will be a spring fundraiser again TBA
  - f. There will be a statewide scavenger hunt this summer TBA
  - g. Karen reported that she is in school and her accumulated GOA is 3.76. She has four terms left to graduate.
  - h. She met at the pre-budget meeting and will direct a budget formulation for the committee to examine.
9. Old Business:
- a. Rocky has been evicted and is due to leave today. In the future we will negotiate with a caretaker so no tenancy is ever established.
  - b. The new metal detector policy: Joel moved and Toby seconded that it be approved. Motion was unanimous. It is policy 12.3 in the policy book.
  - c. Rental fee structure Consideration: Joel moved and Linda seconded that we adopt the modified changes to the fee policy for the rentals of LPRD properties presented on January 12, 2016. Motion carried unanimously.
  - d. **\*Karen was directed to write a new usage policy for the LPRD kitchen (12.2.1)**
10. New Business:
- a. We discussed the roof for the JCJ. The Composition price is \$14.6K. With \$10k FROM Cow Creek for the roof and for the insulation at Finley Butte Community Hall we will look at where the rest of the money will come from. The board already approved paying for the rook to save the JCJ building. We will be able to use the

building to leverage partners to improve and use the site if it is repaired. It was noted that the YA Ya sisters are donating \$450 towards the JCJ roof soon.

- b. \*\*\*The La Pine Rodeo asked for a reduction in fees for the building and the new policy includes this determination and Karen will notify them through BO.
  - c. The financial and investment policy was discussed Policy 8.0. Linda moved and Joel seconded the adoption of Policy 8.0. There was no discussion and the motion carried unanimously.
  - d. Gary presented an evaluation form to be used to evaluate the GM/ED. It was prepared by Linda and Tracy. There was no discussion and Joel moved and Toby seconded that the form be approved and used by LPRD. Motion carried unanimously.
  - e. \*There will be a special meeting on Feb 2 at 5:30 for an executive session under ORS 192.660-(2)-(i) for personnel issue.
  - f. Gary proposed \*\*\* Resolution 16-01 to adopt the financial and investment policy. Linda moved and Tracy seconded. Motion passed unanimously.
11. Adjournment: We adjourned at 8:45 PM the next board meeting is scheduled for Feb. 16<sup>th</sup>. At 5:30. The special meeting will be 2/3 at 5:30 to consider the personnel issue.