

Black Butte Ranch Police Department



Managing Board Meeting Minutes
June 20, 2018

CALL TO ORDER Rosemary Norton – 10:00 a.m.

Members present: Steve Amsberry, Carl Burnham, Caryl Gibson, Mike Gemmet, Rosemary Norton, Judy Osborne
Members Absent: Paul Janssen
Others present: Chief Kelley, Lori Steintal

Approval of the May 24, 2018 Meeting Minutes

Resolution: Judy Osborne moved that the May 24, 2018 meeting minutes be approved, seconded by Caryl Gibson; unanimous.

I. FINANCIALS – Norton

Resolution: Caryl Gibson moved that the May 2018 financials be approved, as presented, seconded by Judy Osborne; unanimous.

II. COMMITTEE REPORTS

None

III. CHAIR'S REPORT – Norton

None

IV. CHIEF'S REPORT – Chief Kelley

A. Personnel

- A. Tim Edwards is retiring at the end of the month and has chosen to continue with the department insurance under COBRA (he will pay for his coverage). We have never had to deal with this before. Future budget calculations need to include COBRA insurance coverage. Chief needs to research (with county) which line item is appropriate to record these monies.
- B. A department meeting is scheduled for next Wednesday, June 27th @ 6:00. At that time, we will swear in Steve Vuylsteke as Sergeant. We will also cover summer plans, update everyone on some new equipment we are looking at, and the re-districting of the Ranch responsibilities by area/officer.
- C. Tim's going away BBQ has been postponed. Chief will let the board know the new date.
- D. The Sgt. responsibilities have been reassigned. Steve will be in charge of training and the bike program.
- E. Dan Slauson passed his background and will become full time in July.

B. Activity

- A. The numbers are starting to pick up, which is normal for this time of the year.
- B. Chief updated the Board on the squatter case Dan is currently working on and also the illegal dumping in Section 5, that the Chief is handling. Chief and Rick Unzueta are discussing possibly installing a gate, requiring paperwork (with date and location debris is coming from) and other precautions to help reduce the illegal dumping that is occurring and possibly trespass/exclude these people from the Ranch. Chief also recommended Rick call 911 in the future if he witnesses illegal dumping in the future.

B. Equipment

- A. We have a proposal from Taser to upgrade our current body cameras. The current cameras are at least one generation old. The new cameras are high definition with more storage capabilities and better redaction software. We have the option to renew another 3-year contract with our existing equipment for \$6300.00, a 5-year contract keeping the same equipment for \$10K, or a new 5-year contract for \$22K that will replace/upgrade our equipment with the high definition cameras (which includes automatic upgrades every 4 years and repairs). Chief would like a recommendation & approval from the board on which package to move forward with.

Resolution: Steve Amsberry moved to approve the purchase of the High Definition Cameras/5 year \$22K plan be approved, as presented, seconded by Judy Osborne; unanimous.

D. Training

- A. We had 144 hours of training in the month of May. We are averaging just under 800 hrs/year for the department, which is 3-4 times above the state requirement of 84 hrs over 3 years.
- B. We will continue to train with Bend PD.

E. Misc.

- A. Chief had a conversation with Dave Doyle (County legal) earlier this week regarding our third, 5-year levy we are operating under (which represents a 1/3 of the Service Districts revenue). Past discussions have been, do we take the full \$.55/\$1K or cut that back, continue taking the full \$.55 and perhaps never having to raise the levy amount for 1 or 2 additional levies'. Another option that was discussed was to re-district the current boundaries of the service district (to possibly include Camp Sherman & Tollgate), which would allow for a permeant tax rate and eliminate the need for future levy's. If the Board wants to make any changes, discussions need to happen now. Carl Burnham mentioned the Board did explore extending the service district boundaries about 10 years ago and homeowners, over whelming, did not want the officers off the Ranch. He isn't sure where homeowners stand today, however. Judy Osborne feels the opinions are the same, and homeowners would not want to expand the boundaries. The Board agreed with Judy, that the homeowners would not be in favor of an expansion. Chief is not advocating expanding the boundaries, he brought the option(s) up for discussion, more as an option to lower owner's tax rates than providing service to other areas.

V. OLD BUSINESS – Norton

- A. Lori reviewed the department's kids summer programs.
- B. Lori provided a cost breakdown for the spouse portion of the BBQ, that the board members will cover. Tate & Tate are currently scheduled to provide the catering for the event. Mike Gemmet requested I also get a quote from our (BBR) catering department, to compare the two.
- C. Chief received feedback on the Department Handbook, from HR Resources. They are suggesting making the handbook smaller, so the Chief will review their suggestions.

VI. NEW BUSINESS

VII. CALENDAR

VIII. PUBLIC COMMENT

None

IX. NEXT MEETING DATE

July 19th

X. ADJOURNMENT

Meeting adjourned at 11:01

**Next Meeting Date:
Thursday, July 19, 2018
Time 9:00 a.m.
Location: The Admin. Bldg.**

