



Date: October 10, 2024

To: Board of County Commissioners

From: Whitney Hale, Deputy County Administrator

Re: La Pine Parks & Recreation District Appointment Process

On October 9, the five members of the La Pine Parks & Recreation District Board resigned. ORS 198.320 (1) provides that if a majority of the membership of the governing body is vacant, the vacancies shall be filled promptly by the county court of the county in which the administrative office of the district is located.

Pursuant to state law, the period of service of a person appointed through this process will be to serve a term that expires June 30 following the next regular district election at which a successor is elected (June 2025).

Staff will discuss potential options for conducting a process to appoint Parks & Recreation District Board members with the Board of Commissioners.

Potential options and (associated decision points) could include:

Option 1: Review and Selection Process – Interviews

Staff could issue a press release announcing an application window and allow interested parties to submit a letter of interest and resume for Board consideration. The Board could conduct interviews prior to making an appointment.

Option 1 Decision Points:

a. Selection Process Options

1. The Board reviews letters of interest and resumes, conducts interviews and makes appointments directly.
2. The Board and a broader group, including community representatives, reviews letters of interest and conducts

interviews. Interview panels make recommendations for Board consideration.

3. Other.

b. Timeline Options

1. Application opens on Tuesday, 10/15 and closes on Sunday, 10/20. Review occurs on 10/21-22 and interviews (pre-noticed) occur on Wednesday, 10/23.
2. Application opens on Tuesday, 10/15 and closes Wednesday, 10/23. Review occurs on 10/24-25 and interviews (pre-noticed) occur the week of Oct. 28.
3. Other.

Option 2: Direct Appointment

Staff could issue a press release announcing an application window and allow interested parties to submit a letter of interest and resume for Board consideration. The Board could review letters of interest and resumes and determine direct appointments during a Board meeting.

a. Timeline Options

1. Application opens on Tuesday, 10/15, and closes on 10/20. Review occurs on 10/21-22 and discussion about direct appointment occurs during the regularly scheduled Board of Commissioners meeting on Wednesday, 10/23.
2. Application opens on Tuesday, 10/15, and closes Wednesday, 10/23. Review occurs on 10/24-25 and discussion about direct appointment occurs during the regularly scheduled Board of Commissioners meeting on Monday, 10/28.
3. Other.

Option 3: Other