

CROOK COUNTY PARKS & RECREATION DISTRICT
296 S. MAIN STREET
PRINEVILLE, OREGON 97754

The regular scheduled meeting of the Board of Directors of Crook County Parks & Recreation District, Crook County Oregon held at Juniper Art Guild; 1635 SE Mountain View Drive; Prineville, OR on September 13, 2023 was called to order by Ms. Henderson at 5:15 p.m.

BOARD MEMBERS: Darlene Henderson, Ruthie McKenzie, Jeff Huntley, Scott Davis

STAFF: Donna DeHaan, Tasha Lundbom, Steve Waring

GUESTS: Sherrill Wallace, Nina Hogue

PUBLIC COMMENTS: Guests introduced themselves. Tasha Lundbom, new athletic coordinator, introduced herself to the board.

FOUNDATION REPORT:

- Movies in the park are on both Friday and Saturday nights this week. The raffle drawing for the Blackstone grill for Stryker Playground will be at this Friday's movie night.
- A Halloween haunted house will be taking place at the Crooked River Amphitheater October 27, 28, 30 and 31. The High school drama club will be helping with this event.
- Santa's workshop is scheduled for the end of November.

MANAGEMENT REPORT: Mr. Waring highlighted items on his management report as follows:

- OPRD announced the results of the Local Government Grant Program. The CCPRD Stryker Park Inclusive Playground was included on the list. Funds requested were \$168,9000 with a district match of \$113,431. This is a presumed approval and results should be known September 20th.
- Youth soccer and football have had a rough start. There are many teams without coaches and scheduling conflicts.
- Mr. Huntley and Mr. Waring attended the SDAO training for Board Members and staff in August
- Stryker Park 2-5-year-old playground equipment will be delivered October 10th
- HR Answers is finalizing the employee handbook. The goal is to bring it to the board for final approval in October or November
- Mr. Waring and Ms. Weaver (Recreation Coordinator) worked the Foundation booth at the Fair
- Mr. Waring met with Judge Seth Crawford regarding modifying the RV Park agreement with the county
- Mr. Waring and Ms. Weaver have managed the Movies in the Park event on Friday evenings in August and September
- Mr. Waring gave a presentation to Kiwanis on park projects. Most members wanted to talk about a pool and annexation.
- Project list updates
 - Looking at four companies for lights at ballfields
 - SMAF and Larry Penington are working on baseball dirt
 - Yellowpine Park handrails are completed
 - JAG parking lot is paved
 - Ochoco Lake parking lot will be sealed next week
 - Work to be done on kiosk park which is on BLM property south of Crooked River Park
 - Possible kayak rentals at Crooked River Park and Gervais Park

Mr. Huntley asked what the reaction was from Kiwanis members when hearing about annexation. Mr. Waring stated the majority know about the need to increase the district.

Mr. Davis stated the board should look at non-agricultural areas and avoid EFU zoning areas; target the areas where park services are beneficial to them.

PRIOR MINUTES: Ms. McKenzie made a motion to approve the meeting minutes from August 9, 2023; Mr. Huntley seconded; all in favor.

OLD BUSINESS:

REVIEW EXECUTIVE DIRECTOR EVALUATION: Ms. Henderson stated one of the primary jobs of board members is to do an evaluation of the executive director and the six-month review is due. Individual board member evaluations need to be provided to Ms. Henderson by October 2, 2023 so she can compile the results into one evaluation. A Zoom meeting will then be held on October 4, 2023 at 4 p.m. This meeting will be an executive session that needs to be posted. Ms. Henderson and Mr. Davis will meet with Mr. Waring on October 10, 2023 at 4 p.m. to discuss the review.

NEW BUSINESS:

MOTION TO APPROVE EFTS AND CHECKS: Mr. Davis asked if the pool heater had been purchased. It is check #43271 on the report. Ms. DeHaan explained the separate check registers and how to follow the check numbers. Ms. Henderson stated she really liked having the description on the register. Ms. McKenzie made a motion to approve the check register from August 9, 2023 through September 7, 2023; Mr. Davis seconded; all in favor.

GOOD OF THE ORDER: None from the board. Ms. Wallace stated that it would be nice to post on Facebook about the incoming money from Facebook into the District in the future and what it is going to take to maintain a pool.

NEXT MEETING DATE & ADJOURNMENT:

Ms. Henderson adjourned the regularly scheduled board meeting at 6:42 p.m. The next regular board meeting will be October 11, 2023 at 5:15 p.m. at Juniper Art Guild; 1650 SE Mountain View Drive, Prineville.