

**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 296 S. Main Street; Prineville, OR on June 28, 2023, was called to order by Ms. Henderson at 5:16 p.m.

**BOARD MEMBERS:** Darlene Henderson, Ruthie McKenzie, Carol Benkosky, Barbara Punch, Randy Winders

**STAFF:** Donna DeHaan, Steve Waring

**GUESTS:** Sherril Wallace

**PUBLIC COMMENTS:** Ms. Wallace gave a compliment to the District staff for the professionalism and vision that we show and thanks for the dedication.

**FOUNDATION REPORT:** Ms. McKenzie stated the foundation borrowed a trailer from the fairgrounds to use in the rodeo parade and the 4<sup>th</sup> of July parade. A booth was set up at the stampede night and raffle tickets for the Stryker Park Playground were sold. The foundation will sell hot dogs at the 4<sup>th</sup> of July vendor event. A Halloween event is being planned to be held at the Crooked River Park Amphitheater. The shade structure is partially up near the splash pad and 2–5-year-old area at Stryker Park. This should be finished tomorrow.

**MANAGEMENT REPORT:** Mr. Waring went over some of the highlights of his management report as follows:

- With the new board coming on being a majority, he has put off prioritizations until August so the new members will have time for onboarding
- Registration numbers are down in youth sports compared to last year. The deadline is July 7, 2023 for sign-ups
- A new program, flag football skills camp, has 25-30 children signed up
- Coach manuals have been put together for youth sports by the new Athletic Coordinator, Mike Tracy. Ms. Benkosky asked if youth protection and an abuse portion is addressed in the manual as this is helpful when writing grants. Mr. Waring will follow up
- Other new sport programs are a wiffle ball tournament, dodgeball and kickball
- Happy Healthy Hearts scholarships are going to be pushed for those who might need financial assistance
- Pool opened 6/16/23 with an ice cream social
- On Monday, Ms. Benkosky and Mr. Waring gave a presentation for a grant targeting the inclusive area of Stryker Playground. It was very positive and they are hoping to hear around September if the District was successful in receiving grant funds
- Mr. Waring applied for a grant with the Oregon State Marine Board for Ochoco Lake for relining the parking lot in the day use area
- A memo of understanding with COTA and the District for trail maintenance at the bike park and upper 66 has been submitted to Jered Reid, the attorney for record for the District, for review
- Mr. Waring had a meeting with Eric Klann and Carolyn Ervin with the City of Prineville regarding potential revenues from Meta/Facebook and Apple
- Mr. Waring was interviewed by the Central Oregonian on June 2, 2023 regarding Meta/Facebook annexation into the District

**FINANCIAL REPORT:** Ms. Sykes stated the interim audit for the District started last week. Tomorrow the auditors will meet with staff onsite. The interim audit report should be sent in late July. Ms. Henderson asked if there was anything she should be prepared for or anything she should address at her meeting tomorrow with the auditors. Ms. Sykes stated the auditors are looking for fraud and that the District is following policies.

**APPROVAL OF PRIOR MEETING MINUTES:** A correction on the May 24, 2023 minutes was noted changing the name to Ms. Benkosky from Ms. Henderson as to who called the meeting to order. Mr. Winders made a motion to approve the May 24, 2023 meeting minutes with the correction; Ms. Benkosky seconded; all in favor.

Ms. Punch made a motion to approve the June 22, 2023 special meeting minutes as presented; Ms. Benkosky seconded; all in favor.

**NEW BUSINESS:**

**APPROVAL OF DISTRICT CHECKS:** Ms. DeHaan discussed the new look to the check register and the report showing the voided checks that did not show up on the register. The board stated they liked the new register which gives more information.

Mr. Winders made a motion to approve check #42824 through #43006; Ms. Punch seconded; motion carried.

**MOTION TO APPROVE RESOLUTION #201-2023 – RESOLUTION AUTHORIZING THE TRANSFER OF APPROPRIATED FUNDS WITHIN THE FY 2022-23 BUDGET:** Ms. Sykes went over the transfers outlined in the resolution.

Ms. Punch made a motion to approve Resolution #201-2023 as outlined; Mr. Winders seconded; motion carried.

**MOTION TO APPROVE RESOLUTION #202-2023 – RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, IMPOSING THE TAX AND CATEGORIZING THE TAX:** Ms. Benkosky made a motion to approve Resolution #202-2023; Ms. Punch seconded; motion carried.

**GOOD OF THE ORDER:**

- The outgoing board members were given gifts and thanked for their service serving on the CCPRD Board.
- Ms. Henderson asked how the new accounting system was going. Ms. Sykes gave an update and stated April had transactions double posted, but was able to reverse entries.
- Ms. McKenzie asked about park vandalism. It was suggested to meet with the police department to see if they could patrol at odd hours. The pool wall towards the park has been graffitied.
- Ms. Punch stated the Stryker landscape/dry stream area is fabulous.
- Ms. Punch stated Prineville Music Theater has 50 children participating this year and they will be performing Beauty and the Beast July 15<sup>th</sup> at 7 p.m. and July 16<sup>th</sup> at 2 p.m.
- Ms. Benkosky will still be involved with Parks and Rec and will be consulting on the Foundation Board.
- Mr. Winders will also still be involved as he is the chapter representation of COTA.

**NEXT MEETING DATE & ADJOURNMENT:**

Ms. Henderson adjourned the regular scheduled board meeting at 6:14 p.m. The next regular board meeting will be July 12, 2023 at 5:15 p.m. at the Juniper Art Guild; 1635 SE Mountain View Drive, Prineville.