

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

The regularly 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 Dr; Prineville, OR on August 14, 2024, was called to order by Ms. Henderson at 5:15 p.m.

BOARD MEMBERS: Darlene Henderson, Ruthie McKenzie, Jeff Huntley, Scott Davis, Rob Gray via Zoom

STAFF: Steve Waring, Dawn Brinson

GUESTS: Sherril Wallace, Justin Alderman

PUBLIC COMMENTS:

- Sherril Wallace said she was attending the meeting to listen and was hoping for updates on the pool.

ADDITIONS TO AGENDA: None

FOUNDATION REPORT: Ms. McKenzie reported:

- The Foundation met on July 25th and went over a recap of the summer events.
- There were two Dive In Movies this summer; Jaws and Finding Nemo.
- The Foundation is getting ready to show two Drive in Movies at the fairgrounds. The movie on September 6th will be Top Gun Maverick and on October 4th Inside Out 2 will be played.
- The events trailer is being converted to a concession trailer so they don't have to haul things in and out of the trailer.

MANAGEMENT/FINANCIAL REPORT: Mr. Waring reported:

- The office will close at noon on Friday, August 30th in honor of the Labor Day holiday.
- To be eligible to receive the 2% Public Meeting Training credit on the district's 2025 insurance contributions for general liability, auto liability, and property coverage, all board members from the district must complete online public meeting training. As of now, this training does NOT meet the requirement for public meetings law training outlined in HB 2805. The State of Oregon has not yet started approving training, but they plan to do so early next year. Once our training receives approval, participants who complete it after the approval date will be eligible for credit through the state.
- Mr. Waring and Ms. DeHaan met with Casey, Josh, and Caroline for the quarterly city/district meeting. The city is meeting with a landscape architect and design firm to finalize the scope for the conceptual design of the Barnes Butte Recreation Area indoor pool facility and recreation center. The estimated cost for this design is between \$40k-\$50k.
- Mr. Waring is setting up a meeting with Lt. Wilson to discuss additional patrols in parks to reduce drug usage and paraphernalia that is left in the parks. He will also be discussing the parks district taking over the alcohol in parks permitting process.
- Mr. Waring made a grant presentation to the Oregon Parks and Recreation grant selection committee for LED athletic field lights at Crooked River Park. CCPRD was not selected at this time. There are many questions in the scoring criteria that relate to the state SCORP (Statewide Comprehensive Recreation Plan), and this project does not meet many of these.
- Mr. Waring met the University of Oregon team for the annexation study, and they finalized the survey that will be starting in August. We will be doing direct mailers, posting on the web site, and Facebook. We will also ask other entities to help get the survey out.
- Mr. Waring, Andrea Weaver and Larry Penington met with Phil Moxley who is an owner in Diamond Dust ball field clay. This is a sole source product that will bring better playability to our baseball and softball fields.
- Mr. Waring attended a Kiwanis meeting on Thursday, August 1st to co present with Earthwin discussing the Crooked River Recreation Corridor. Mr. Waring also met with Earthwin and Jake Huffman, Crook County High School Principal, to discuss the involvement of the high school science classes on Monday, August 12th. The

Crooked River Project will restore 26 acres of riparian habitat and create a community river park in Crook County. This youth-driven initiative fosters environmental stewardship, sustainable recreation, and educational outreach, enhancing biodiversity and public access while addressing healthcare access, economic development, and environmental justice.

- Mr. Waring met with Commissioner Seth Crawford on Monday, August 5th to discuss the possibility of extending the pool season until the end of October and offering lap swim and swim team practices.
- Mr. Waring will be meeting with Dr. Melissa Skinner, the new Crook County School District Superintendent on Friday, August 16th.
- The monthly safety training for August was on slips, trips and falls.
- The safety committee met on Thursday, August 8th to discuss updating the Emergency Plan.
- The Stryker Playground is installed and the pour in play surfacing is in. We are waiting for a piece that was broken by our maintenance team when moving the equipment. There were missing bolts on some pieces of equipment that the manufacturer is sending. We are also finishing up the ADA sidewalk access to the playground. Since the new wheelchair swing will not be here until late September or early October, there will be one section of the playground that will not have the pour in play material until after the new equipment is installed.
- Mr. Waring and Andrea Weaver completed three Pop up in the Park events in July. These were free events for the community where we showed up at the splash pad, Yellowstone Park, and Harwood Park and played water games with the kids. At the end of the games, we enjoyed ice cream and popsicle treats.

PRIOR MINUTES:

- Mr. Huntley made a motion to accept the meeting minutes from July 10, 2024, as presented; Mr. Davis seconded; Ms. McKenzie and Ms. Henderson; all in favor.

NEW BUSINESS: New business out of the agenda order due to Mr. Gray attending the meeting via Zoom only to make a motion on the two resolutions and leaving the meeting at 6:06 p.m.

MOTION TO APPROVE RESOLUTION #212-2024 AUTHORIZING THE FORMATION OF A SAFETY COMMITTEE AND APPROVAL OF THE EMERGENCY PLAN:

- Mr. Waring read the resolution to the Board.

Mr. Davis made a motion to approve Resolution #212-2024 Authorizing the formation of a safety committee and approval of the emergency plan; Mr. Huntley seconded, Mr. Gray, Ms. McKenzie and Ms. Henderson; all in favor.

MOTION TO APPROVE RESOLUTION #213-2024 AUTHORIZING THE TRANSFER OF APPROPRIATED FUNDS WITHIN THE FY 2023-24 BUDGET:

- Mr. Waring read the resolution to the Board.

Ms. McKenzie made a motion to approve Resolution #213-2024 authorizing the transfer of appropriated funds within the FY 2023-24 budget; Mr. Huntley seconded, Mr. Gray, Mr. Davis and Ms. Henderson; all in favor.

MOTION TO APPROVE DISTRICT EFT'S AND CHECKS:

- Mr. Waring explained the reason for multiple entries on some check numbers was due to being paid to multiple accounts. For example, check #44281 is paid to CampLife which is our registration system, and the invoice is split between the CC RV Park, Haystack Reservoir and Ochoco Lake Campground.
- Mr. Huntley asked about check #44441 to King County Director's Association. Mr. Waring stated that the district used the state contract option to pay for the Stryker Park playground equipment rather than pay the playground company directly.

Mr. Huntley made a motion to approve EFT's and checks #44281-44459 as provided; Mr. Davis seconded, Ms. McKenzie and Ms. Henderson; all in favor.

MOTION TO APPROVE THE UPDATED PRIORITIZATION SCHEDULE FOR MASTER PLAN ITEMS:

Mr. Huntley made a motion to approve the updated prioritization schedule for master plan items; Mr. Davis seconded, Ms. McKenzie and Ms. Henderson; motion passes.

- Mr. Davis asked where Gary Ward Park is located. Mr. Waring stated that it is on 9th Street near Rimrock Center. The whole parking lot will be paved, parking spots lined, and ADA spots made.

MOTION TO APPROVE OCHOCO CREEK PARK MEMORIAL TREE AND BENCH PROPOSAL:

Mr. Huntley made a motion to approve the Ochoco Creek Park memorial tree and bench proposal; Ms. McKenzie seconded, Mr. Davis and Ms. Henderson; all in favor.

- Mr. Waring stated he was approached by a citizen who lives in town that wanted to donate a memorial plaque and bench in Ochoco Creek Park around an existing tree. Mr. Davis asked who would pay for the bench and Mr. Waring stated that the bench and plaque are being paid for by the person requesting it. Mr. Davis asked if it could be removed at any time and Mr. Waring stated that since it is on City property it can be removed if necessary.

OLD BUSINESS: None

GOOD OF THE ORDER:

- Ms. Henderson stated that SDAO is doing a board member relations expectations ethics training on September 24th at the Oxford Hotel in Bend and encourages board members to attend if they have not done any formal training. CCPRD will pay the fee for those who would like to attend.
- Mr. Huntley stated that he saw a couple of workman’s comp claims and asked what the extent of the injury was. Mr. Waring stated that Larry Penington hurt his knee when he slipped in a confined space and is getting the medical care he needs and a lifeguard at the pool ran over her foot while putting the cover on the pool. There was no lost time with either injury.
- Justin Alderman from the Prineville Review shared his thoughts regarding the way CCPRD Board Meetings are ran.

NEXT MEETING DATE & ADJOURNMENT:

Ms. Henderson adjourned the regularly scheduled board meeting at 6:35 p.m. The next regular board meeting will be September 11, 2024 at 5:15 p.m. at Juniper Art Guild; 1635 SE Mountain View Dr; Prineville, OR.