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

The special board meeting for priority planning of the Board of Directors of Crook County Parks & Recreation District, Crook County Oregon held at 1635 SE Mountain View Drive; Prineville, OR on January 10, 2023, was called to order by Ms. Henderson at 11:02 a.m.

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

**STAFF:** Donna DeHaan, Cassy Sykes, Larry Penington, Andrea Weaver, Halley Estes

**GUESTS:** Bob Keefer, SDAO facilitator

**GOAL FOR THE DAY:** Define capital projects and services for the next two years.

**DISTRICT MISSION STATEMENT:** The mission statement of CCPRD was reviewed. Keywords from the statement were excellence, customer service, community (local and visitors).

**UNIFIED PLAN VISION:** The vision statement from the unified parks plan was reviewed. Groups were formed to pick five words from the statement. The words chosen were opportunities, together, all-ages, lifestyles, interconnected, thriving and system.

**REVIEW SUMMARY OF UNIFIED PLAN:** Ms. Benkosky shared her summary of the unified parks plan. This included the capital improvement decision making criteria from chapter 5, action plan page 68. She then listed the priorities and phasing from chapter 5, figure 10, page 69 and only included strongly supported and somewhat supported items from highest supported to lower supported improvements. The next section was most used parks and facilities which were totaled by combining daily/weekly/monthly uses together and reorganizing from most used to least used.

The next summary was the Capital Improvement Plan from appendix C pages 2-34 and appendix D table D1. Ms. Benkosky created this table to summarize the information found in Appendix C Site Opportunities and Recommendations, and Appendix D Capital Improvements, Table D1 Draft Capital Projects.    She did this to help see the information clearer without having to flip pages.  It is not a prioritized list and is probably not all inclusive.

**FINANCIAL STATUS REPORT:** Ms. Sykes spoke about the budget and SDC fees revenue. She shared graphs showing historical and projected revenue values.

**STAFF PRIORITIES FOR THE NEXT TWO YEARS:**

Andrea Weaver:

* Feasibility of rec center
* Alternative sites for indoor use
* Cost recovery

Larry Penington:

* Crooked River Park – New ADA restroom/concession building, amphitheater improvement and paving parking lot
* Parking lot paving at all parks
* Peters Road neighborhood park
* Ochoco Park North asphalt pump track and trail

Donna DeHaan:

* RV Park renovation (Update Wi-Fi and site improvements)
* RV Park playground installation
* Ochoco Lake Campground group site development and ADA walking trail improvement

Halley Estes:

* Expand aquatics programs

Cassy Sykes:

* Financial sustainability

**BRAINSTORMING PROJECT/INITIATIVE IDEAS FROM BOARD:**

* Evaluate Maintenance Standards and Recommendations
* ADA Improvements
* Playground Improvement
* Cost Recovery Plan
* Short Term Alternative Programing Sites
* Keep Pool Operating
* Weed Management
* Bike Park Maintenance
* Evaluate/Develop/Implement Partner Agreements
* Amphitheater Programs
* Stryker Park
* Expand Aquatics Season
* Trail Development Priority

**PRIORITIZED LIST BY BOARD:** The items from above were prioritized by the board as follows:

* Stryker Park (7 votes)
* Trail Development Priority (5 votes)
* ADA Improvements (4 votes)
* Amphitheater improvements (3 votes)
* Expand Aquatics Season (3 votes)
* Evaluate Maintenance Standards and Recommendations (3 votes)
* Cost Recovery Plan (1 vote)
* Amphitheater Programs (1 vote)
* Weed Management (1 vote)
* Bike Park Maintenance (1 vote)
* Short Term Alternative Programing Sites (1 vote)

**NEXT STEPS:** Mr. Keefer stated the next steps could include hiring a consultant to help with cost recovery and looking at what can be accomplished on the prioritized list in the short term.

**RECESS MEETING:**

Ms. Henderson recessed the Special Meeting to enter executive session at 3:05 p.m.

**RECONVENE MEETING:**

Ms. Henderson reconvened the public meeting at 3:48 p.m.

**EXECUTIVE DIRECTOR RECRUITMENT:** Ms. McKenzie made a motion to have Bob Keefer continue having discussions with the selected candidate; Ms. Punch seconded; all in favor.

**MEETING ADJORNMENT:**

Ms. Henderson adjourned the meeting at 3:49 p.m.