**Morrow County Unified Recreation District**

Meeting Minutes – May 25, 2023

Boardman City Hall

Boardman, OR

**Roll Call:**

Board members present in person: Cyde Estes, Rick Stokoe, Bob Byrd, and Linda LaRue

Absent: Barry Turner, Executive Director Katie Siri-Murray

Guests: Rose Palmer – Irrigon Jr/Sr High School

 Charlene and Dave Cooley- Irrigon Watermelon Festival/Irrigon Parks and Recreation/Irrigon Chamber

 Trista Seastone- Irrigon Watermelon Festival

 Greg Grant- Heppner High School/ Morrow County School District

 John Christy- Riverside Jr/Sr High School

 Torrie Griggs- Boardman Chamber

 George Shimer- Boardman Parks and Recreation

 Danny & Maria Cissna- Irrigon Pickleball Club

 Judy Bourgeois- Irrigon Pickleball Club

 Bobbie Jeatlh- Irrigon Pickleball Club

 Janet Pace- Irrigon Pickleball Club

 Phil Hamm- Irrigon Pickleball Club

 Karen Pettigrew- North Morrow Community Foundation

Zoom: Cody High- Hopeful Saints Ministry

 Sheryll Bates- Heppner Chamber

**Meeting called to order:** Zoom Meeting commenced at 7:00pm and meeting was called to order by Cyde Estes.

**Introductions:** Each guest introduced themselves and stated the entity they represent.

**Minutes:** The minutes for April 27, 2023, District meeting were reviewed. Linda moved the minutes be approved as presented. The motion was seconded by Bob and passed with a unanimous decision.

**Paid Bills:**  After review Cyde asked if there were any questions or comments and there were none. Cyde advises some changes are going to be made to correct a few small mistakes.

**Old Business:**

**Election results:** Barry, Linda, and Cyde were re-elected to the board for another term.

**School Facility Lease Update:** Cyde informs the Board that the contract with the Morrow County School District is in place. The Ione School contract should be in place soon.

**New Business:**

**Public Hearing on the Budget:** The meeting was declared open to the public at 7:03pm. Cyde indicated the floor was open for comments and there were none. No one came forward to speak in favor or opposition to the budget. The meeting was closed to the public at 8:21pm.

**Request for Funding Proposals:**

**Irrigon Watermelon Festival:** Charlene introduces Trista Seastone presents her proposal to the Board. Charlene states there is much difficulty with volunteer turnout. Due to this, they have decided to have food truck vendors this year instead. Linda moved to approve the contract with the Irrigon Watermelon Festival in the amount of $16,978 for the 2023-24 contract year. Authorizing Cyde to sign the contract. The motion was seconded by Bob and passed with a unanimous decision.

**Boardman Chamber**

* **4th of July:** Torrie presented the request for $35,500.00, indicating an increase in fireworks and advertising. There were no questions from the Board.
* **End of Summer Celebration:** Torrie presented a request for $23,000 to host an end of summer event in collaboration with the local first responders to be held on August 25th. Funds would be used toward entertainment, food, and fireworks.

Bob moved to approve both the contracts with the Boardman Chamber. The 4th of July Celebration contract in the amount of $35,500 and the End of Summer Celebration contract in the amount $23,000 for the 2023-24 contract year. Authorizing Cyde to sign the contract. The motion was seconded by Rick and passed with a unanimous decision.

**North Morrow Community Foundation -Music in the Parks**: Karen Pettigrew presents a request for $11,000 to fund a series of 10 concerts to be held in the Boardman and Irrigon Marina Parks. Still awaiting proposals from Traveling Lantern Theater Company, Missoula Children’s Theater, and Idaho Shakespeare Traveling Company. Linda moved to approve the contract with the North Morrow Community Foundation in the amount of $11,000 for the 2023-24 contract year. Authorizing Cyde to sign the contract. The motion was seconded by Bob and passed with a unanimous decision.

**Heppner Chamber St. Patrick’s Day Celebration –** Sheryll presents request for $35,000 via Zoom. Sheryll is happy to report a large increase in public turnout for the event. The committee is planning to add more activities for children and increase advertising. Bob moved to approve the contract with Heppner Chamber in the amount of $35,000 for the 2023-24 contract year. Authorizing Cyde to sign the contract. The motion was seconded by Rick and passed with a unanimous decision.

**Inland NW Musicians:** Cyde read the proposal, as no one from Inland NW Musicians was present. Proposal is requesting $4,000. Linda moved to approve the contract with the Inland NW Musicians in the amount of $4,000 for the 2023-24 contact year. Authorizing Cyde to sign the contract. The motion was seconded by Rick and passed with a unanimous decision.

**Hopeful Saints Ministry:** Cody High present via Zoom to present proposals on behalf of Hopeful Saints Ministry.

* **2023 Music in the Park:** This is an additional request to the contract that was already approved for the 2023 Summer. Hopeful Saints Ministry is asking for an additional $3,000 to fund face painting, a downtown vendors market, and daytime entertainment. The Church is hoping to start the event earlier in the day and offer more than in previous years. Rick moved to approve the additional request with Hopeful Saints Ministry in the amount of $3,000 for the 2022-23 contract year. Authorizing Cyde to sign the rider. The motion was seconded by Linda and passed with a unanimous decision.
* **2024 Music in the Park:** Request is for $12,620 to continue the growth from the previous year. Cyde inquires why a public photographer is necessary. Cody and the Board discuss the necessity of a photographer. $900 for photography is stricken from the budget. Cyde inquires about the cost of musicians/bands. Rick clarifies the contract dates. Cody answers all inquiries. Rick moved to approve the contract with Hopeful Saints Ministry in the amount of $11,720 for the 2023-24 contract year. Authorizing Cyde to sign the contract. The motion was seconded by Bob and passed with a unanimous decision.
* **Heppner Safe Halloween Party:** In suit with the previous request, $500 for public photography is stricken from the budget. Requesting $7,300 after photography is removed. Cody explains the requested amount has increased because last year they ran out of goodies to hand out at the trunk or treat and have depleted reserves from prior events. Rick inquires about the amount of money spent on those items last year. Cody apologizes, as he does not have that information available at this time but would estimate about half of this year’s requested amount. Rick moved to approve the contract with Hopeful Saints Ministry in the amount of $7,300 for the 2023-24 contract year. Authorizing Cyde to sign the contract. The motion was seconded by Linda and passed with a unanimous decision.
* **Community Speakers:** Requesting $10,100 to hire public speakers to come to town and speak on issues that affect members of South Morrow County such as addiction, marriage, mental health, and parenting. Cyde states she thinks this request is out of the scope of what MCURD funds. The Board agrees the Community Speakers request is not in the purview of MCURD. Request is denied.
* **Summer Youth Activities 2023:** Requesting $8,360 to fund a safe space one night a week for kids to come get something to eat, play games, possibly go on fieldtrips. The Board enquires about staffing for the events, how staff would be selected as they would be supervising children, and how this plan is sustainable. Rick states more clarification is needed regarding the proposal. The Board has concerns about the liability of the event. Cyde advises it is common for Park Districts to put on Summer Camps, that is part of the reason they have not done so previously. Cyde requests more details about the budget breakdown. The Board requests Cody re-vamp the proposal and budget and re-present at next month’s board meeting. The Board states they are not in favor of the Youth Activities 2023 proposal, but they are interested in a Movies in the Park proposal.
* **Movies in the Park:** Tabled until next meeting.
* **Summer Youth Activities 2024:** Tabled until next meeting.

**ICABO**

* **Fourth of July**: No one was present to present the proposal. Cyde read the proposal, requesting $22,000. Rick moved to approve the contract with ICABO in the amount of $22,000 for the 2023-24 contract year. Authorizing Cyde to sign the contract. The motion was seconded by Bob and passed with a unanimous decision. Linda has refrained from voting due to a possible conflict of interest.
* **Ione Movies in the Park**: No request was made this year.

**City of Lexington – May Day Celebration:** No request has been submitted at this time. Cyde anticipates their proposal at the next meeting.

**Irrigon Chamber- Trunk or Treat:** Charlene Cooley presents proposal requesting $5,000 to fund the Trunk or Treat event including food, petting zoo, and more decor. The Board did not have any questions. Rick moved to approve the contract with the Irrigon Chamber in the amount of $5,000 for the 2023-24 contract year. Authorizing Cyde to sign the contract. The motion was seconded by Linda and passed with a unanimous decision. This is to be a new contract.

**Grant Requests:**

**Irrigon Jr/Sr High School:** Rose Palmer presents request for $9,500 to fund new soccer goals. Cyde states Super Intendant Matt Combe has expressed his full support for the proposals made by the schools. General discussion takes place. Linda moved to approve a grant agreement with the Irrigon Jr/Sr High School in the amount of $5,000 for the 2023-24 agreement year. Authorizing Cyde to sign the grant agreement. The motion was seconded by Rick and passed with a unanimous decision.

 **Hopeful Saints Ministry- Youth Programs:** Tabled until next meeting.

**Irrigon Pickleball Club:** Informational packets are handed out. Dave Cooley states this request is supported by the Irrigon Parks District and presents proposal. Requested total is $152,600. The local Pickleball Club has $10,000 to donate toward the building of the court. Bob moved to approve the intergovernmental agreement with the Irrigon Parks District in the amount of $152,600 for the 2023-24 year. Authorizing Cyde to prepare and sign intergovernmental agreement. The motion was seconded by Rick and passed with a unanimous decision.

**Heppner Jr/Sr High School Baseball**: Greg Grant presents request for $75,000, used to fund a baseball field improvement. General discussion takes place regarding field conditions. Rick moved to approve the grant agreement with the Heppner Jr/Sr High School in the amount of $75,000 for the 2023-24 agreement year. Authorizing Cyde to sign the agreement. The motion was seconded by Linda and passed with a unanimous decision. Cyde to send Greg the grant agreement for signature. A check will be written once the agreement is signed and returned. Rick requests photos of the project as it progresses.

**Riverside High School:** John Christy presents request in the amount of $42,691.55. Board rounds total up to $42,700. Funds would be used to replace lighting and lighting poles. General discussion takes place. Linda moved to approve the grant agreement with Riverside Jr/Sr High School in the amount of $42,700 for the 2023-24 agreement year. Authorizing Cyde to sign the agreement. The motion was seconded by Rick and passed with a unanimous decision.

**Authorization for the Treasurer:** The authorization for Treasurer to invest funds is attached. Cyde read the order to authorize the Morrow Country Treasurer to invest the district’s funds for the year of 2023-2024. Rick moved to approve the matter of authorizing the Morrow County Treasurer to invest funds. Linda seconded, and the motion passed by a unanimous decision. Authorization was then signed by the Board.

**Letter of Engagement for Barnett and Moro:** The letter of Engagement was sent to the Board via email. Linda found small errors in the document upon review. Nothing that would change the meaning of the document, but she plans to write an email about the quality of the document. The Board approves signing of the document upon correction of the small errors found by Linda. The board thanks Linda for reaching out to have the document corrected. Linda moved to approve the Letter of Engagement to be signed with the corrections being made in the future by Linda, for the 2023-24 contract year. The motion was seconded by Bob and passed with a unanimous decision.

**Chairman’s report:**

* Contract Updates: All of this year’s contracts are done. Will be starting on next year’s contracts.
* Treasurers Report: Cyde advises that everything is balanced and checks out.
* Cyde suggests sending Katie flowers when she gets home from the hospital. The Board agrees.

There being no other business before the Board at this time the meeting was adjourned at 8:50pm.

**Next Meeting:** June 22, 2023 – Bartholomew Building - Heppner.

1. **Adoption of the Budget**
2. Second Round and Accept Funding Proposals for 2023-24 Contracts
3. Election of Board Officers
4. Oath of Office for Reelected Officials

Respectfully Submitted by,

Latosha Hedman

Secretary of the Board