

# Crook County Road Agency

## Board of Directors

### Agenda

**Date:** June 9, 2025

**Time:** 2:30 PM

**Location:** 320 NE Court Street, Prineville, OR 97754

1. **Call to Order and Roll Call**
2. **Appointment of Board Chair**
3. **Adoption of Road Agency Bylaws**
  - **Discussion:** Discuss any amendments or clarifications needed.
  - **Action:** Review and adopt bylaws for the Road Agency as allowed by the Intergovernmental Agreement.
4. **Appointment of Third Board Member**
  - **Discussion:** Review potential candidates recommended by Board members and/or staff.
  - **Action:** Appoint the third Board member as outlined in the Intergovernmental Agreement.
5. **Adoption of FY 2025 Budget Resolution**
  - **Discussion:** Review the budget resolution and confirm compliance with Oregon Local Budget Law.
  - **Action:** Approve a resolution appropriating funds for FY 2025 to cover auditor expenses.
6. **Approval of Engagement Letter for Auditor**
  - **Discussion:** Review the engagement letter and confirm alignment with budget adoption requirements.
  - **Action:** Approve the engagement letter with the selected auditor to conduct the FY 2025 audit.
7. **Appointment of Budget Officer**
  - **Discussion:** Consider who to appoint to role of Budget Officer.
  - **Action:** Approve Budget Officer appointment.
8. **Appointment of Budget Committee Members for FY 2026**

- **Discussion:** Consider recommendations from Board members and/or staff regarding potential budget committee members.
- **Action:** Appoint budget committee members in preparation for the FY 2026 budget process.

**9. Discussion of Timeline for FY 2026 Budget Adoption**

- **Timeline:**
  - Hold the budget committee meeting in mid-June.
  - Adopt the FY 2026 budget by June 30, 2025.

**10. Other Business**

- Additional items as raised by Board members or staff.

**11. Adjournment**

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