

**REDMOND AREA PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS
MINUTES OF GENERAL MEETING**

A general meeting of the Board of Directors of the Redmond Area Park and Recreation District convened at the Cascade Swim Center Conference Room, 465 SW Rimrock, Redmond, Oregon August 17, 2010 at 6:30 am.

Present at said meeting:

- Brian Hole, Chairman
- Phyllis Kosanke, Vice-Chair
- Cristina Lamoureux, Director
- Hayes McCoy, Director
- Michael Bremont, Director

Said persons being five of the five Directors of the District. Also present was Katie Hammer, Executive Director, Mike Elam Recreation Manager, and Karen Creasey, Aquatic Director.

1.0 Call to Order: Brian called the meeting to order at 6:33am.

2.0 Communications (Comments by Citizens are Limited to 5 Minutes)

None

3.0 Consent Agenda

Approval of Budget Hearing Minutes of June 9, 2010, General Board Meeting Minutes June 9, 2010, Contract Review Board Meeting Minutes June 9, 2010, General Board Meeting Minutes of July 14, 2010, June Invoices, July Invoices, Acknowledgement of Receipt of June and July Financial Reports. Cristina Lamoureux motioned to accept the consent agenda as presented. Seconded by Michael Bremont. Motion Passes unanimously.

4.0 Action Agenda Items

Election of Board Officers. Michael Bremont motioned to nominated Brian Hole as chairman for year 2010/11. Seconded by Cristina Lamoureux. Passed unanimously. Michael Bremont motioned to nominate Phyllis Kosanke as Vice-chair. Seconded by Christina Lameroux. Motion passed unanimously. Phyllis Kosanke motioned to nominate Cristina Lameorux as secretary. Seconded by Michael Bremont. Motion passed unanimously.

Approval of Board Meeting Day and Time for 2010/2011. No change to the current schedule.

Approval of Resolution #1 2010/11 Appoint Recording Secretary.
Phyllis motion to approve Resolution #1 2010/11. Second by Cristina Lameroux.
Motion Passed unanimously.

Approval of Scholarship Policy. The board discussed the scholarship policy and would like to make sure it is clear that if participants fail to show up for a program registered for they are not eligible for future scholarships. It was asked how much revenue we can expect to gain from asking everyone to pay for a percentage of the program cost. Katie Hammer estimated that for 2009 it would have increased revenue by approximately \$6,000. Phyllis Kosanke motioned to approve scholarship policy. Seconded by Michael Bremont. Motion passed unanimously.

(Meeting as the Contract Review Board)

Resolution #2 - 2010/2011 Approval and Award of Paint Bid: Karen Creasey explained the need for the project and summarized the quotes. The low bidder adjusted their bid after Darren Kosanke talked to them about being so much lower than the other two. The middle quote, Bend Painting, isn't planning on priming the walls. The highest quote Derrick's Custom Painting painted the interior and exterior of the building last year. He has primer included in the bid and has a history with the park district and Karen Creasey is confident that he will get the job done on time. Karen Creasey informed the board that we budgeted \$52,000 for the project. Staff gave all three companies the same information regarding the project and received paint information from both Sherwin-Williams and Denfeld paints. Each company adjusted the scope of work to what they felt would be needed to the project. Since we believe the rafters have never been painted and the natatorium walls haven't been painted in many years it has been recommended that we primer the walls first.

Michael Bremont motioned to approve Derrick's Custom Painting, to paint the natatorium. Cristina Lamoureux seconded. Discussion followed regarding if we needed to award to the lowest bidder and the fact that we are not required to go with the lowest bid, we are required to award to the most responsible bidder. The low bid is determined to be non-responsible because staff isn't confident they fully understand the scope of the project and that the middle bid would be closer to Derrick's Custom Painting if they add the cost of primer to their cost. Motion passes with four directors voting for and director Hayes McCoy voting against.

Meeting recesses for executive session 6:57.

Meeting continues at 7:55 am.

Motions resulting from executive session.

Michael motioned to increase the Executive Director's salary by 1%, effective August 26, 2010. Seconded by Cristina. Passed unanimously.

5.0 Committee Reports

None.

6.0 Other Business (Discussion Items)

Review of Board By-laws - Postponed until September.

District Planning – Postponed until September.

Activity Center – The board reviewed the preliminary plans and discussed a loan option. Phyllis Kosanke would like to set a goal of breaking ground in spring to keep some construction costs low. Brian Hole mentioned that payments less than \$5,000 a month seem to be an appropriate level when we are researching loans. He also mentioned that the most common question he gets from the community is regarding the 35th Street property. Brian Hole recommends forming a committee to work on the building design and how much we want to spend. Hayes McCoy mentioned that spring construction is doable but we need to get started as we need a site plan review, building permit, and minimum of one month permit process. We also need to figure out what we can do to keep cost down, examples: do our own landscaping. Hayes feels that we should make the project attractive to a general contractor by giving them entire job. Cristina Lamoureux wants to ensure that we build a professional building. Further discussion regarding forming a building committee included that we needed two directors, (Phyllis Kosanke and Hayes McCoy) and Katie Hammer, Mike Elam, and Karen Creasey. We will attempt to get two community members as well.

7.0 Public Comments

8.0 Board/Staff Comments: Cristina Lamoureux mentioned that it is nice to have the entire board together. Hayes McCoy mentioned that it is nice to be back. Mike Elam talked about the upcoming fall soccer program. Karen Creasey talked about the busy summer season for the pool and it has been great. Katie Hammer will be out of the office at director's school next week.

9.0 Adjournment: Meeting adjourned 8:23am.

Chairman, Brian Hole

Recording Secretary, Katie Hammer