

**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, January 11, 2012 at 6:30 am.

Attendance:

Directors: Hayes McCoy, Chair, Brian Hole, Cale Pearson, and Heather Cassaro

Staff: Katie Hammer, Executive Director, Jessica Rowan, Aquatic Director, Mike Elam, Recreation Manager, Vicki Osbon, Office Assistant, Julane Price Fitness Coordinator

Public: Shirlee Evans, Redmond City Councilor

Media: Trish Pinkerton, Redmond Spokesman

1.0 Call to Order Hayes McCoy called the meeting to order at 6:30 am.

Adjustments to the Agenda – Added

2.0 Communications – None

3.0 Presentation - None

4.0 Consent Agenda

Approval of the General Board Meeting December 14, 2011, Approval of December Invoices, Acknowledgement of Receipt of December Financial Reports – Cale Pearson made a motion to approve the consent agenda as presented. Heather Cassaro seconded the motion. Motion passed unanimously.

5.0 Action Agenda Items

Appointment of Board Member for Vacant Position – The directors acknowledged that they received the new board member application from Tina Hinchliff. She attended the previous board meeting to observe. Heather Cassaro mentioned that she has previously worked with Tina on various committees. Cale Pearson asked if Tina had

previous board experience. Katie Hammer responded that her experience is participation at a staff level. She represents a demographic which is currently not represented on our board. Her term, if elected, would end on June 30, 2013. Cale Pearson made a motion to approve Tina Hinchliff as a board member. Brian Hole seconded the motion. Motion passed unanimously.

Appoint Budget Committee Members – No applications have been received for the vacant positions.

Approval of Jump Park – East Redmond Trail – Katie Hammer distributed information to board members after the last meeting. Katie Hammer said that a critical step is having our board support it. Katie also said that the group is working on a design and would like to bring in more jumps to develop the park. The proposed park is located on county land off Hemlock. Currently on the property there is a wooden ramp and they would like to install a tractor trailer to use as storage and as a jump. This area has been used for at least 10 years. The group is a private group and not affiliated with the trail group. Brian Hole asked about fire and medical access to the property. Shirlee Evans responded that there is a paved road all the way to the site. Shirlee also spoke about the trail planning meeting the previous evening. She discussed the loops that would take them directly in the vicinity of the jump park. The trail group would like to put up a kiosk, a map and expand the north area for more expert trails. Shirlee Evans also responded that the jumps located off of Hwy 97 are volunteered maintained. They are used mainly by young children who don't know how to use them correctly. Adults have moved away from using them. Brian Hole made a motion to approve the jump park. Cale Pearson seconded the motion. Motion passed unanimously.

6.0 Committee Reports

Cascade Aquatic Club – Jessica Rowan spoke about Assistant Coach Aaron White taking Heather Thomas' place at the meeting while she attended an away meet. The committee followed the agenda very well. They also spoke about having a fundraising idea exchange.

7.0 Other Business (Discussion Items)

Activity Center – Katie Hammer said she is waiting on the lease from Chris Doty at the City of Redmond. She anticipates having it by the end of next week. Bill Schertzinger from Bill Schertzinger & Party Architect LLC is close to finalizing plans. Once those are complete then we will be ready to go to bid. She will forward the plans to board members once she receives them. Cale Pearson asked if there is an option to extend our lease on the Jackson Street property for a month to month when our lease is up on June 30, 2012. Katie Hammer responded that the current owners would like to see a year lease. She also said that she anticipates that the building at Nautilus will only take a couple months to complete dependent on the weather. If construction started mid-March we will be on the time frame to move into Nautilus without disruption to services.

Mid Year Financial Review – Katie Hammer gave a broad overview. She spoke about income and expenses, where the district is today, a summary included in the packet, general fund, Admin fund being the fund that collects taxes, aquatic fund and CAC funds being almost equal in income and expense, the park fund being funded from the general fund, the small income received from the BMX and the R/C Clubs, the program fund income and expenses are low compared to what was budgeted, and adding a special expenditure for the ice rink if personnel services go above the budgeted amount. Heather Cassaro questioned the difference in the activity center fund. Mike Elam responded that the projected income was based from new programs. Katie Hammer spoke about the purpose of the review is to make the board aware of where the district is midyear. Hayes McCoy would like to continue this overview in the future. Katie Hammer will send charts that give a 4 year breakdown of funds to the board. Cale Pearson asked about the income statement for grants and if we had made that number. Katie Hammer responded no. Heather Cassaro spoke about grants for tennis improvements from the USDA and thought it would be a good to partner with the city. Cale Pearson asked about Adventure Quest income at John Tuck Elementary and Vern Patrick Elementary. Katie Hammer responded that Sage Elementary is doing well and John Tuck is new this year.

Board Workshops – Katie Hammer spoke about the benefits of adding regular board workshops to move forward with planned projects. She will draft a schedule of meetings to take place every other month at Wednesday mornings at 6:30am.

8.0 Public Comments – Shirlee Evans asked Katie Hammer about the Trail Build that occurred on November 5, 2011.

Board and Staff Comments – Mike Elam spoke about hoops, the coaches meeting and finalizing the games schedule for adult hoops. Jessica Rowan referenced the information provided in the board packet. Julane Price spoke about taping a segment about personal training and programs offered by the district on Good Morning Central Oregon. She also spoke starting a newsletter at the Activity Center that talks about programming offered there and also about the Race Across America. Katie Hammer spoke about working with the Redmond Downtown Association to find ways to drive business to that area while the ice rink is open. Heather Cassaro spoke about creating a kiosk that would have maps of the local business on it. Katie Hammer said that attendance at the rink has decreased with the holiday break ending. Heather Cassaro spoke about the ice rink filling a void in the community. Hayes McCoy spoke about he and his wife's new baby girl.

Adjournment – Hayes McCoy adjourned the meeting at 7:40 am.

Chairperson, Hayes McCoy

Recording Secretary, Vicki Osbon