



Redmond Area Park and Recreation District
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**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 465 SW Rimrock Way, Redmond, Oregon, June 10, 2025, at 7:30am.

Attendance:

Director's Present: Matt Gilman
David Rouse
Mercedes Bostick-Cook (attended virtually)
Lena Berry
Kevin Scoggin

Directors Absent: None

Staff: Katie Hammer, Executive Director; Vicki Osbon, Administrative Services Manager, Jessica Rowan, Aquatic Director, Mike Elam, Recreation Manager

Media: None

Public Attending: Chad Franke, HMK, Katie Jalo, Julie Sanford, Maria Ramierz, City of Redmond, Special Projects and Natural Resource Program Manager

GENERAL MEETING MINUTES

- 1. Call to Order:** Matt Gilman called the meeting to order at 7:31am.
Adjustments to the Agenda: None

- 2. Public Hearing for the Fiscal Year 2025/26 RAPRD Budget:**

Katie Hammer said there is a change to the unappropriated ending fund balance in the debt service fund due to updated property tax collection estimates. The estimate for the current year tax collections that was approved by the budget committee and advertised on the LB 1 for remains unchanged, but the amounts estimated for net working capital and prior year tax collections have been reduced, resulting in a reduction in the budgeted Unappropriated ending fund balance. This change is reflected in the resolutions adopting the FY 2025/26 budget.

No public comments. Closed at 7:35am.

3. Communications:

Julie Sanford expressed concerns about spring soccer scheduling. Her son participated in 1st/2nd grade boys' soccer, but almost all their games were on scheduled on Sundays, which greatly affected their family life. Mike Elam said he would look into why that happened and explained that the scheduling was not supposed to be that way.

4. Consent Agenda:

Approval of the General Board Meeting Minutes from May 13, 2025; Approval of the Special Board Meeting Minutes of May 22, 2025; Acknowledgement of Receipt of May 2025 Financial Summary:

Lena Berry made a motion to approve the general board meeting minutes of May 13, 2025, special board meeting minutes of May 22, 2025, and acknowledge receipt of the May 2024 financial summary as presented. David Rouse seconded the motion. Motion passed unanimously.

5. Community Recreation Center Update:

Chad Franke said that things are moving along quickly on the site. He said that the team discussed the prep issue last week, and deconstruction is beginning on the east side of the building and will continue this next month. He said that the gym side of the building is up. Mechanical, electrical and plumbing sub-contractors are beginning to be on site more often. Chad spoke about awarding the Envelope Services contract to QED Lab, Inc for professional services. Katie said that testing services are required by the energy code.

6. Action Agenda Items:

Approval of 2025-26 RAPRD Wage Scale

Katie Hammer explained that last year large changes were made to the wage scale due to the salary study. She recommends a 4% increase in the hourly minimum wage. She said that the recreation coordinator positions will be a recommended 14% increase. She also talked about swim instructors beginning at minimum wage because typically this is an entry level job. Katie added that there were 2 new positions added to the wage scale.

Lena Berry said that the customer service specialist's lead wage was the same as the customer service specialist. David Rouse moved to approve the 2025-26 RAPRD wage scale. Kevin Scoggin seconded the motion to approve with the correction to the customer service specialist wage. Motion passed unanimously.

Approval of Award of Contract for Envelope Services for the Recreation Center:

Kevin Scoggin made a motion to approve the award of contract for envelope services for the recreation center. David Rouse seconded the motion. Motion passed unanimously.

Resolution #3 Adopting the Fiscal Year 2025-26 Budget; Resolution #4 Appropriations for the Fiscal Year 2025-26 Budget; Resolution #5 Imposing and Categorizing Taxes for the 2025-26 Fiscal Year:

Katie explained that approval of resolutions 3-5 will adopt the full budget.

Lena Berry made a motion to approve Resolution #3 Adopting the Fiscal Year 2025-26 Budget, Resolution #4 Appropriations for the Fiscal Year 2025-26 Budget and Resolution #5, Imposing and Categorizing Taxes for the 2025-26 Fiscal Year. David Rouse seconded the motion. Motion passed unanimously.

7. Discussion Items: None

8. Public Comments: None

9. Board and Staff Comments:

Kevin Scoggin expressed his disappointment in the contractor failing to catch the metal prep error and thanked HMK for catching it.

David Rouse thanked Matt Gilman for the good years of service on the board of directors.

Lena Berry asked about clarification for youth sports scheduling. Katie Hammer said that we have games at the HDSC because we have a facility supervisor on hand. Katie also mentioned that if we hold games at other facilities, we typically will not have staff on hand. Lena also suggested that a discussion take place about not having games on holidays and maybe make it a policy. She said it's a good opportunity to have a conversation about scheduling at a future board meeting.

Denise Maich, Accounting Specialist, said that she will be submitting the budget to the county by July 15.

Mike Elam, Recreation Coordinator, said softball has started and we have 15 teams. He also said that soccer registration is open, and enrichment programs are growing. He said they added a new Skyhawk's sports camp this summer.

Katie Hammer, Executive Director, thanked Matt Gilman for his years of service for the board of directors. She said that she appreciated his support and dedication to our district.

Matt Gilman, board chair, said that he wanted to be involved in the community and a new pool. He encouraged the board to pick one project that they care about and try to get it done. He spoke about helping to get the new pool and creating the pickleball club.

10. Executive Session:

ORS 192.660 (2) (i) which authorizes executive sessions to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member.

Executive Session Convened at 8:23am.

Reconvene Regular Session at 9:03am.

11. Action(s) as a result of Executive Session

David Rouse moved to award a 4% merit increase to Katie Hammer, Executive Director beginning June 26th, 2025. Kevin Scoggin seconded the motion. Motion passed unanimously.

12. Adjournment

Matt Gilman adjourned the meeting at 9:05am.

Board Chair,

Recording Secretary, Vicki Osbon