

**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, May 8, 2018 at 7:30am.

Attendance:

Directors Present: Joanne Fletcher
 Hayes McCoy
 Ed Danielson
 Zack Harmon
 Matt Gilman

Directors Absent:

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

Public: Jon Bullock, Redmond City Councilor

Media: None

GENERAL MEETING:

1.0 Call to Order: Hayes McCoy called the meeting order at 7:31am
Adjustments to the Agenda: None

2.0 Communications: None

3.0 Consent Agenda:

Approval of the General Board Meeting Minutes from April 10, 2018

Acknowledgement of Receipt of April Financial Summary

Matt Gilman made a motion to pass the consent agenda as presented. Joanne Fletcher seconded the motion. Motion passed unanimously.

4.0 Action Agenda Items:

Resolution #6 20178-18 Approval of Transfer from Contingency in the General Fund to Materials and Services in the Aquatic Fund:

Katie Hammer and Jessica Rowan explained the challenge with the sewer line at the Cascade Swim Center and the reason to complete the project this fiscal year. Joanne Fletcher made a motion to approve resolution #6 approval of transfer from contingency fund in the general fund to materials and services in the aquatic fund. Matt Gilman seconded the motion. Motion passed unanimously.

Approval of Resolution #7 2017-18 Authorizing Contract Award for Pipe Repair at the Cascade Swim Center:

Katie Hammer said that three estimates were solicited for the repair and two were submitted back to the district prior to the board meeting. Matt Gilman made a motion to approve resolution #7 2017-18 authorizing contract award for pipe repair at the Cascade Swim Center. Joanne Fletcher seconded the motion. Motion passed unanimously.

Approval of Cascade Swim Center Lease:

Katie Hammer let the board know they have the most current draft in their board packet. She sent the draft to special districts to review and they came back with two items to look in to. The first was the insurance requirement. She has spoken with Barry Maroni, the districts insurance agent and the district meets the requirements. The other item was the indemnification language and they have asked it to be adjusted. Joanne Fletcher made a motion to have Katie Hammer sign the lease when she received the corrected version. Matt Gilman seconded the motion. Motion passed unanimously.

5.0 Other Business:

Tetherow Crossing Park:

Katie Hammer talked about some of the previous outreach items that they have doing on the park. Margaret Maffai, Development Director, gave a brief history of Tetherow Crossing Park and previous attempts of receiving grants. She spoke about a cleanup day April 28th and the volunteers that were on hand to assist, the interest from the public that were there. She also spoke about the Pioneer Day that will happen on May 26th in partnership with the Deschutes County Library. She also attended the Historic Preservation Month kickoff event at City Hall. Margaret also spoke about a very preliminary project fundraising plan. The board thanked Margaret for her presentation.

Executive Director Job Description and Contract Review:

Katie Hammer said she will send out her current job description and contract for the board to review. She is requesting that her review be delayed to July.

6.0 Public Comments:

Jon Bullock, Redmond City Councilor, said that the city's project committee finished their process last week and made a full recommendation to the city council that there be a measure put on the ballot in November to change the tax levy. He just wanted to make

the board aware what was happening and that the school district is also planning to go out for a bond in November as well as our park district moves forward with our project.

7.0 Board and Staff Comments:

Recreation Manager, Mike Elam said softball registration is finalized and will begin the week of the 28th. There are four tournaments book at the High Desert Sports Complex. He also said they are working on different things for Adventure Quest and exploring potential opportunities for holding the program in a different location next school year.

Aquatic Director, Jessica Rowan said beyond the maintenance challenge discussed earlier she is gearing up for summer. She spoke about having a question and answer page on social media called Ask Aqua Rowan.

Development Director, Margaret Maffai said aside from the Pioneer Day, the district is also hosting a Touch a Truck Event in the Redmond High School parking lot. It's a free community event with food for purchase.

Executive Director, Katie Hammer said that Ed Danielson participated in a training with the school district called Bond 101. The board has been provided with this information. She also said she would like to meet with board members in the next week to discuss possible changes to some programs. She has also been working on a bond rate and will have that draft available for the board soon. She has not received a response from the organization for surveys and will be reaching out to another organization. Katie also talked about the Canal construction project going on by the Activity Center. She also said that the last budget meeting will be this week as well.

8.0 Adjournment

Hayes McCoy adjourned the meeting at 8:43am.

Chairperson, Hayes McCoy

Recording Secretary, Vicki Osbon