



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 in Redmond, Oregon, January 11, 2022, at 7:30am.

Attendance:

Directors Present: Matt Gilman
Ed Danielson
Mercedes Bostick-Cook (virtual)
Kevin Scoggin (virtual)

Directors Absent: Zack Harmon

Staff: Katie Hammer, Executive Director
Vicki Osbon, Administrative Services Manager
Mike Elam, Recreation Manager (virtual)

Staff Absent: Jessica Rowan, Aquatic Director

Media: None

Public: Cat Zwicker, Redmond City Council Liaison

GENERAL MEETING:

1. Call to Order:

Matt Gilman called the meeting to order at 7:31am

Adjustments to the Agenda: None

2. Communications: None

3. Consent Agenda:

Approval of the General Board Meeting Minutes from December 14, 2021;

Acknowledgment of Receipt of December 2021 Financial Summary:

Ed Danielson made a motion to approve the consent agenda as presented. Kevin Scoggin seconded the motion. The motion passed unanimously.

4. Action Agenda Items:

Approval of Letter Addressing Deficiencies Noted in F/Y 2021 Audit:

Katie Hammer, Executive Director, explained the letter to the board. Ed Danielson made a motion to approve the letter addressing deficiencies noted in the f/y 2021 audit. Kevin Scoggin seconded the motion. The motion passed unanimously.

Approval of Resolution #2 – 2021/2022 Appoint Budget Officer

Ed Danielson made a motion to approve resolution #2 – 2021/2022 appointing Katie Hammer, Executive Director, as budget officer. Kevin Scoggin seconded the motion. The motion passed unanimously.

5. Discussion Items:

Activity Center Closure Update:

Matt Gilman said they are continuing to Katie Hammer, Executive Director, said that the Activity Center closed on December 31, 2021. She said we received some negative feedback from the community just prior to closing due to misinformation. Katie met with Senior Center staff on January 10, 2022 to discuss our current MOU with them, marketing strategies and possible incentives to help grow participation numbers.

Katie mentioned fitness equipment at the Activity Center. She confirmed that the board had consensus to not store the equipment. Katie said we are planning to sell the equipment in February.

Katie also mentioned that our bike give away was a success. In addition to bikes that were on hand, Hayes and Lori McCoy donated 10-15 bikes as well. Jason Plant did the maintenance to ready them to give away and Trinity Bikes gave the district a discount on parts needed to repair the bikes. The event was planned for two days, but they were all given away within several hours. Matt Gilman commented that this would be a great event to have every year.

Facility Planning Update:

Matt Gilman said that they are continuing to have great meetings. He said that the meetings with Barker, Rinker and Seacat architects are going well with planned community and stakeholder meetings on the calendar for January.

6. Public Comments: None

7. Board Staff Comments: Mercedes Bostick-Cook, Director, asked for clarification on the facilities admission fee. Katie Hammer responded that when we re-opened from being closed due to COVID in June 2020, we opted to align our facility with other aquatic

facilities and charge a facility admission fee. She said that has been some inconsistencies with communication from staff, but Vicki Osbon, Administrative Services Manager, has spoken to front-line staff about the importance of being consistent.

Mike Elam, Recreation Manager, said that the Activity Center is very quiet now. He said that 3rd-6th grade basketball is running currently. He mentioned that there was only one team that registered for the Adult Basketball league, so the program was cancelled. They will continue to run adult drop-in basketball through spring break. He also said he and the coordinators are working on moving out of the activity center.

Kevin Scoggin, Director, asked if there were any signage posted at the 35th street property. Katie Hammer responded that there are plans to post signage about a proposed recreation center but is waiting to speak with the city regarding annexation before posting any signage.

Ed Danielson, Director, asked Katie about the HR/Payroll Specialist position. Katie responded that she would wait until the salary study is finished so we are able to recruit a good candidate. Ed also mentioned that the 35th street property from Lava Street was an acre of land the district sold. He thought it important for the new board members to be aware of this. Katie said it was sold and when it was developed the developer stubbed in the utilities for us.

Matt Gilman, Director, said that swimming is going well. He said the pool feels more balanced now versus during the time when we first reopened.

Katie Hammer, Executive Director, said we received a grant to put together kits for aging adults in our community. Margaret Maffai put the kits together which included a fitness ball, resistance bands, instructions on fitness activities, a word find book, hand sanitizer, and a magnifier. Katie and Vicki delivered 140 kits yesterday to the senior center. The kits will be distributed by Meals on Wheels delivery volunteers to deliver to homebound aging adults when they deliver their meals.

8. Executive Session:

The RAPRD Board of Directors entered executive session under ORS192.660 (2) (i) to discuss the Executive Director Evaluation at 8:11am. The Board of Directors returned to general meeting at 8:51am.

9. Actions as a Result of Executive Session: None

10. Adjournment: Matt Gilman adjourned the meeting at 8:51am

Board Chair, Matt Gilman

Recording Secretary, Vicki Osbon