



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, March 8, 2022, at 7:30am.

Attendance:

Directors Present: Matt Gilman
Zack Harmon
Kevin Scoggin
Ed Danielson
Mercedes Bostick-Cook

Directors Absent: None

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

Media: None

Public: None

GENERAL MEETING:

1. Call to Order:

Matt Gilman called the meeting to order at 7:32am

Adjustments to the Agenda: None

2. Executive Session:

The RAPRD Board of Directors entered executive session under ORS 192.660 (2) (e) Real Property transactions - which authorizes executive sessions “to conduct deliberations with persons designated by the governing body to negotiate real property transactions” at 7:34am.

The general board meeting reconvened regular session at 8:09am.

3. Communications: None

4. Consent Agenda:

Approval of the General Board Meeting Minutes from February 8, 2022.

Acknowledgment of Receipt of February 2022 Financial Summary:

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

Action Agenda Items:

Actions Resulting from Executive Session:

Resolution #3 2021/22 Authorize Executive Director to Enter into Lease Agreement for Office Space:

Kevin Scoggin made a motion to approve resolution #3 authorize executive director to enter into lease agreement for office space. Mercedes Bostick-Cook seconded the motion. Motion passed unanimously.

Appoint Budget Committee Member(s):

Katie Hammer said that David Byrd was appointed to a one-year fill in term last year.

David is interested in continuing to serve on the budget committee. Ed Danielson made a motion to appoint David Byrd to a three-year term on the RAPRD budget committee.

Kevin Scoggin seconded the motion. Motion passed unanimously.

Approval of 2022-2023 Salary Schedule:

Katie Hammer said that she has completed the 2022/2023 salary schedule. She said she contacted several agencies that were similar in size to ours to compare their salary scales. The board would like to revisit the salary schedule semiannually. Katie will add it to the September agenda. Kevin Scoggin made a motion to approve the 2022-2023 salary schedule. Mercedes Bostick-Cook seconded the motion. Motion passed unanimously

5. Discussion Items:

Recreation Facility Planning Discussion & Update:

Matt Gilman said that the architects from Barker Rinker Seacat will be in town this week for a stakeholder meeting and community meeting. They are doing a great job with conceptual designs. He said that having a visual concept was really great. Zack Harmon mentioned sending out an email through our new software would be helpful. Katie responded she would send one out today. Matt Gilman said he will post it on Nextdoor.

6. Public Comments: None

7. Board & Staff Comments:

Mike Elam, Recreation Manager, said that soccer registrations are finished, and we have over 500 kids registered to play. He mentioned that soccer referees are in short supply, and he is looking for more. Mike said that they are still in progress of clearing out the large fitness equipment at the activity center. They are still in progress packing the office and hoping to move into an office space. Mike also said that Lacrosse was cancelled due to low registrations.

Vicki Osbon, Administrative Services Manager, said that she has hired two new staff members and is potentially interviewing one more. Matt Gilman asked how the new software was. Vicki responded that it is going well and seems to be more user friendly.

Jessica Rowan, Aquatic Director, said that there are three large maintenance projects that will happen over the next six weeks. The first project is to repair the main drain line to the water system. She said excavation and pipe replacement will be taking place. She said that this repair must happen now, before our busy summer season. The second project is repairing the shower consoles in the men's and women's locker rooms. They are original to the building, and as they go out, they are more challenging to repair. All the plumbing and electrical will be replaced inside the consoles with parts that are easily replaced. The third project is a pacific power project to replace underground conduit so that we do not experience forced power outages that damages large equipment. Jessica also said that we have eight RACE swim team kids going to sectionals in Texas.

Matt Gilman said that we have a pickleball tournament on the calendar for July and have received 35 registrations already. This will be the 2nd year for the Rock Chuck Open and there will be a new logo this year. He added that masters swim is growing.

8. Adjournment:

Matt Gilman adjourned the meeting at 8:49am.

Board Chair, Matt Gilman

Recording Secretary, Vicki Osbon