



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, February 11, 2025, at 7:30am.

**Attendance:**

Director's Present: Matt Gilman  
David Rouse  
Mercedes Bostick-Cook (left meeting at 8:21am)  
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:

Public Attending: Chad Franke, HMK

**GENERAL MEETING MINUTES**

**1. Call to Order:** Matt Gilman called the meeting to order at 7:30am.  
**Adjustments to the Agenda:** None

**2. Communications:** None

**3. Consent Agenda:**

Approval of the General Board Meeting Minutes from January 21, 2025,  
Acknowledgement of Receipt of January 2025 Financial Summary:

Lena Berry made a motion to approve the general board meeting minutes of January 21, 2025, and acknowledge receipt of the January 2024 financial summary as presented. Mercedes Bostick-Cook seconded the motion. Motion passed unanimously.

**4. Community Recreation Center Update:**

Chad Franke said there were not a lot of new updates. He said that anything concrete related to the structural aspect of the building is being poured and ready for the building erection. He said that it also included some underground plumbing as they work through the site. He said because of the weather; they are putting concrete blankets down on the concrete every night including on the dirt surrounding it as well. Chad said that Katie sent out an email regarding the paint on the metal pieces of the building. The paint didn't reach the specified millimeter of thickness required to prevent rust and corrosion. The metal pieces were removed from the job site and went back to the shop, and they are working through that. The overall project schedule will be delayed by two days. He also said that the security cameras have been ordered for the job site and there have not been any other incidents.

**5. Action Agenda Items:**

**Community Recreation Center Name**

The board discussed various names for the new community recreation center name. Katie said she did list all the names that were discussed at the last meeting. She said she also received communication from Kevin Scoggin suggesting that we leave a line open for naming rights and call it The Community Aquatic and Recreation Facility. David Rouse made a motion to name the new recreation center Cascade Aquatic and Recreation Center. Motion passes with three in favor and two against. Mercedes Bostick-Cook, David Rouse, and Kevin Scoggin voted in favor of the motion. Matt Gilman and Lena Berry voted against.

**Approval of Revised Financial Management Policies**

Katie Hammer said that a draft of the policies was discussed at the January 21, 2025, board meeting. She said that the changes recommended during the January board meeting were added to the policy. There was a blank amount on the policy for the threshold for two signatures on checks. The board decided on a dollar amount of \$1000.00 for checks to require two signatures. David Rouse made a motion to approve the revised financial management policies as discussed. Mercedes Bostick-Cook seconded the motion. Motion passed unanimously.

**Approval of Resolution #2 2024-25 Appoint Budget Officer for FY 2025/26 Budget**

Katie explained historically she has been appointed as the budget officer. There was discussion last year about appointing Denise Maich but she was new to her role last year, she was not appointed as budget officer. Katie is recommending appointing her this year. She will still work closely with Denise, and Denise will be run the budget meetings and present the budget to Katie to make adjustments before it goes to committee. Kevin Scoggin made a motion to approve Resolution #2 2024-25 as written. Lena Berry seconded the motion. Motion passed unanimously.

**6. Discussion Items:**

**Park and Facility Rules Update**

Katie said these rules were presented in November and there was a brief conversation about them. She said that once they're set where they are comfortable with them, we will go have a couple public hearings to review the rules, which would be at a future board meeting and then the next meeting to adopt the rules as an ordinance.. She said the proposed rules are more detailed than the current rules and encompass both facilities and parks. The board discussed parking violations at the HDSC, reposting signage, imposing fines, possibly towing vehicles, and metal detectors. David asked Katie about the anchoring in the water near our property on Lower Bridge and Tetherow Crossing. Katie responded that she would verify the rules regarding that.

**7. Public Comments**

None

**8. Board & Staff Comments:**

Mike Elam, Recreation Manager, said soccer registration is going right now. He said that half the team spots for the golf tournament are filled and that sponsors and donations are coming in. Group fitness is also going well.

Jessica Rowan, Aquatic Director, said that high school swimming is going to end soon, and evening programming will begin again. She is also running another lifeguard class this spring. She said that she also has a couple staff members getting certified to run LGI classes, so she is not the only one able to teach.

Lena Berry asked if we had public comments regarding the incident. Katie responded that said that we received an anonymous email.

Kevin Scoggin said that he looked at social media regarding the cyber security incident. He said we are moving forward. He thanked Katie for putting out the Assistant Executive Director position. He thanked Jessica and Mike for their continued hard work.

David Rouse asked Katie for an update on the master plan. Katie said that she is meeting with them tomorrow. She said that they were struggling with having people respond to the survey. They have done a facility assessment on our building and are drafting some changes we may need to make. She said the survey is on our social media accounts.

Matt Gilman said the pickleball tournament is coming together.

Katie Hammer said that she has a private individual who is willing to donate 50,000 a year for the next five years for operations of the new. She also said that the Redmond Police department does not have any new updates. She received information from Redmond PD that they will keep the case open and they will continue to work with the FBI. She also mentioned that the theme of the SDAO conference was cyber security. She said that she also took a session about on ADA compliant websites.

Katie said that the parks committee would like to have a joint meeting in December 2025 and have a tour of the new facility before it opens.

**Adjournment**

Matt Gilman adjourned the meeting at 8:33am.

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Board Chair, Matt Gilman

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Recording Secretary, Vicki Osbon