

**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, January 9, 2018 at 7:34am.

Attendance:

Directors Present: Hayes McCoy, JoAnne Fletcher, Matt Gillman, Ed Danielson, Zach Harmon

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

Public: John Bullock, City Council and Executive Director for RPA, Stuart Katter, Kerkoch, Katter & Nelson

Media: None

GENERAL MEETING:

1.0 Call to Order - Hayes McCoy called the meeting order at 7:30am

Adjustments to the Agenda: None

2.0 Communications: (Comments by Citizens are Limited to 5 Minutes): None

Presentation: FY 2016-17 Audit moved to end of Board/Staff Comments.

FY 2016-17 Audit: Stuart Katter reviewed the results of the Fiscal Year 2016-17 audit with the board of directors. His discussion included the districts multiple fund balances, capital assets and PERS. Overall he didn't have any concerns.

3.0 Consent Agenda:

**Approval of the General Board Meeting Minutes from December 12, 2017
Acknowledgement of Receipt of December Financial Summary**

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

4.0 Action Agenda Items:

Acknowledgment of Receipt of FY 2016-17 Audit

Approval of Resolution #4 2017-18 - Appoint Budget Officer

JoAnne Fletcher made a motion to approve Resolution #4 2017-18 appointing Katie Hammer as Budget Officer. Matt Gillman seconded. Motion passed unanimously.

5.0 Other Business (Discussion Items)

Recreation Center Feasibility Study Update - Katie Hammer said she doesn't have a final report. The consultant has all of the information that needed to be incorporated and he is working adding it to the report. Katie said she should be receiving the final report in the next 2 to 3 weeks. She will also be scheduling a meeting with Community Development next week to talk about possible sites. She has also been asked to present at one of the city's leadership meetings.

Tetherow Crossing Update - Katie Hammer spoke about finalizing the agreement with the architects. The architect team has done a site tour and will be meeting again today with other members of their team to do an assessment of the house once they see the inside. Katie will be giving monthly updates to the board.

6.0 Public Comments

7.0 Board and Staff Comments:

Vicki Osbon said she and other staff just completed CPR training with Jessica Rowan. She also said she is currently hiring reception staff again due to internal changes.

Jessica Rowan said she spoke with Fin Scuba in Bend and they are discussing doing some programming with us. Jessica explained that she and Katie Hammer have decided to purchase an air curtain to offset the effect of the winter weather in the lobby. The air curtain was chosen because our building doesn't have an airlock due to meeting ADA standards. She also said that she has a meeting on Thursday morning with aerobic participants that have concerns about pool space during programming.

Mike Elam said that adult basketball started last night. Youth Hoops starts this week and they have had to put a maximum number of enrollments this year due to gym space. The fitness winter rush has hit and there has been more 6 and 12 month passes sold at the Activity Center. Mike said that racquet ball is taking off too.

Katie Hammer spoke about transferring a receptionist to the new Payroll/HR Specialist position and the transition process. She also talked about the Special Districts Conference coming up and let the board know that she can register them if needed.

Katie said she presented at the Redmond Service League this month. She spoke about the potential new community center and the positive and negative feedback she received from that meeting.

8.0 Adjournment

Hayes McCoy adjourned the meeting at 8:31am.

Chairperson, Hayes McCoy

Recording Secretary, Vicki Osbon