



Redmond Area Park and Recreation District  
465 SW Rimrock Way  
Redmond Oregon 97756  
541-548-7275  
[www.raprd.org](http://www.raprd.org)

**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, on November 9, 2021, at 7:34am.

**Attendance:**

Directors Present:

Matt Gilman  
Zack Harmon  
Ed Danielson

Directors Attending Virtually: Mercedes Cook-Bostick

Directors Absent: Kevin Scoggin

Staff: Katie Hammer, Executive Director  
Jessica Rowan, Aquatic Director, exited meeting at 8:34am  
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 7:34am

**2. Communications:** None

**3. Consent Agenda:**

Approval of the General Board Meeting Minutes from October 12, 2021;

Acknowledgment of Receipt of October 2021 Financial Summary:

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

**4. Action Agenda Items:**

Award Contract for Architectural Design Services:

Katie Hammer said that six proposals were received. Katie said the pricing of these proposals wasn't expected based on the cost for previous work with Greenplay. Katie also spoke about scoring the proposals based on required criteria. She discussed the proposals based on relevant experience, background, previous projects, the firms approach to our project and staff assigned to our project. After some discussion the board elected not to award the contract today, but to wait so they have more time review the materials. Katie Hammer said that a special meeting could be scheduled to choose a firm. Katie Hammer said she would call other recreation districts to obtain referrals for the firms they have worked with. A special meeting was scheduled for November 18, 2021 at 7:30am.

**5. Discussion Items:**

Community Survey Preliminary Results:

Katie Hammer said that we received good feedback from the community with 395 responses to the survey. Katie discussed the results of the survey including program needs and spaces the community would like to see included in the conceptual plans.

Activity Center Equipment:

Katie Hammer said it would be helpful to have board direction on what should happen to the equipment. Katie expressed that her thoughts were not to keep it. When we move into a new facility, we should have all new equipment to offer the community. The board discussed keeping it only if we had a spot in the interim. The equipment can be stored until mid-February at the activity center. Discussion was tabled.

**6. Public Comments:** None

**7. Board Staff Comments:**

Katie Hammer, Executive Director, spoke about the new recreation management software and converting passholders to cardholders at the first of the year. She said training frontline staff will occur and hopefully go live with the new site December 1<sup>st</sup> for winter registration.

Mike Elam, Recreation Manager, said that all fitness classes have moved to the Redmond Senior Center. Fall soccer has finished and pre-k-2<sup>nd</sup> basketball has begun. Registration

for 3<sup>rd</sup>-6<sup>th</sup> grade basketball ended yesterday. He also said they are working with the schools to get the word out about basketball. Men's basketball has started but there is a shortage of referees. The activity center still has some seniors coming in to use the equipment. Kris Davis is also doing well and working with the high schools to do a joint football camp with the district.

Zack Harmon commented that he appreciated working with Kris Davis. He said that Kris communicated very well throughout the soccer season.

Mercedes Cook-Bostick talked about staggering registration for basketball with other programs going in the community at the same time. She also said that Kris Davis communicated very well during soccer. Mercedes gave kudos to Jessica Rowan for her organization at the swim center with so little staff.

Katie Hammer also said that the ice rink is scheduled to open on November 26. Katie also said the audit is currently happening.

**8. Adjournment:**

Matt Gilman adjourned the meeting at 8:46am

---

Board Chair, Matt Gilman

---

Recording Secretary, Vicki Osbon