



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 via video conference in Redmond, Oregon, February 8, 2022, at 7:30am.

**Attendance:**

Directors Present: Matt Gilman  
Zack Harmon  
Kevin Scoggin (Virtually)  
Ed Danielson, arrived at 7:34am (Virtually)  
Mercedes Bostick-Cook at 7:36am (Virtually)

Directors Absent: None

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

Media: None

Public: Cat Zwicker, City Council Liaison (Virtually)

**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 January 11, 2022;

Acknowledgment of Receipt of January 2022 Financial Summary:

Zack Harmon noted an error on the financial summary from January. The budget total for personnel services in the program fund was missing causing a formula error. Zack Harmon made a motion to approve the consent agenda with noted correction. Kevin Scoggin seconded the motion. Motion passed with three votes in support. Ed Danielson and Mercedes Bostick-Cook were not in attendance at the time of vote.

**4. Action Agenda Items:**

Approval of Centennial Park Spray Pad Operation Agreement:

Katie Hammer said historically the spray pad maintenance has been taken care of by the city's water department. The city recently approached the district staff to see if we would be interested in assisting with the daily operation of the spray pad because the city does not have a certified pool operator on staff in the parks department. The city will still be responsible for chemical costs and cost of large maintenance items. The district will be reimbursed by the city for staff hours. Jessica Rowan added that a C.P.O. would need to be available during the spray pad operating hours and the estimated time needed each day would be about an hour at the beginning of the day. Katie said this is one year trial to see how the season goes. She also added that she sent this agreement to special districts for review. Zack Harmon made a motion to approve the Centennial Park spray pad operation agreement. Kevin Scoggin seconded. Motion passed with four votes in support. Mercedes Bostick-Cook was not in attendance at the time of vote.

Approval of Municipal Services Agreement:

Katie Hammer said this agreement was originally signed in 2018 and is still in effect. She said that special districts are comfortable using the same agreement. Katie explained the need of the service to communicate with the community. Zack Harmon made a motion to approve the municipal services agreement. Kevin Scoggin seconded the motion. Motion passed with three votes in support. Ed Danielson and Mercedes Bostick-Cook were not in attendance at the time of the vote.

Actions resulting from January Executive Session

Matt Gilman, board chair, said that the board recommend a 7% raise for Katie Hammer. Overall, they board said that Katie Hammer has done a great job. They appreciate her accountability, leadership and added that fiscally she has done great. They also know and appreciate the extra hours that she works. Matt commented the board would still like to see more regular reports from Margaret Maffai, Development Director. Zack Harmon added that Katie's steadiness and approach to leadership is commendable. Ed Danielson thanked Katie for doing a great job. Zack Harmon made a motion to approve the 7% wage increase for Katie Hammer as executive director. Ed Danielson seconded the motion. Motion passed with four votes in support. Mercedes Bostick-Cook was not in attendance at the time of vote.

**5. Discussion Items:**

Recreation Facility Planning Discussion & Update:

Matt Gillman said that there has been a lot going on for planning. He said that the representatives for Barker Rinker Seacat (BRS) were here in January, there was a stakeholder meeting at the senior center and a community meeting at the library. He said BRS put together three different options of what a community center could look like for us. Katie added that the managerial staff and coordinator staff met and talked about the possible spaces and what new programs could be run in them. Katie said the executive team will meet with BRS tomorrow and talk about the three options and narrow them down further. The BRS representatives will be back in April to show the community the options and see if we are on track with the community needs. Zack added that he appreciated Matt's enthusiasm and willingness to be involved. Katie spoke about polling during the last bond measure and that BRS is recommending polling to assess community support. Katie that she will reach out to several companies to see what they offer. Ed Danielson commented he would like to see a public relations firm on board to help promote the bond.

Katie Hammer also mentioned that the executive team has recommend that we utilize efficient and sustainable design elements such as solar, tankless water heaters, etc. but not to seek any LEED certifications because of the increased costs to the costs of the building.

**Public Comments:** None

#### **6. Board & Staff Comments:**

Mike Elam, Recreation Manager, said that basketball has finished up. There were some scheduling challenges, but they were worked out. Soccer registration ends tomorrow, and registration numbers are up from last year. Lacrosse registrations are also happening now. The fitness equipment at the activity center is being liquidated. He said fitness classes are happening at the senior center and they are working through space challenges. The Silver Sneakers class is also growing very well.

Jessica Rowan, Aquatic Director, said that we are pretty much back to a normal programming schedule as we have seen in a couple years. Aqua fitness is going well, and numbers are up. We are hitting capacity numbers frequently. She commented that we have a lot of new folks coming in. She also said she is always trying to figure out how to accommodate the community with our limited availability. High school swim season is coming to an end and the Waves program will be coming in and running their program and we have had a successful program with OSU kayaking.

Katie Hammer, Executive Director said the ice rink is scheduled to close on Feb 15<sup>th</sup>. She commented that we were originally supposed to close on January 31<sup>st</sup> but the city asked if we could extend the season until February 15<sup>th</sup> because of valentine's day.

Zack Harmon asked about the special board meeting. Katie said that she and Mike will be looking at options for office space and will need board approval to secure it.

#### **7. Adjournment:**

Matt Gilman adjourned the meeting at 8:31am.

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Board Chair, Matt Gilman

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Recording Secretary, Vicki Osbon