



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, April 12, 2022, at 7:30am.

Attendance:

Directors Present: Matt Gilman
Kevin Scoggin
Ed Danielson

Directors Absent: Zack Harmon
Mercedes Bostick-Cook

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

Media: None

Public: Cat Zwicker, Redmond City Council Liaison

GENERAL MEETING:

1. Call to Order:

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

Adjustments to the Agenda:

Appoint Budget Committee Member:

There is no applicant for the Budget Committee.

2. Communications: None

3. Consent Agenda:

Approval of the General Board Meeting Minutes from March 8, 2022;

Acknowledgment of Receipt of March 2022 Financial Summary:

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

Action Agenda Items:

Executive Director Employment Agreement:

Katie Hammer said the change to the agreement is the month when job performance reviews will occur along with updated the agreement date to 2022. Ed Danielson made a motion to approve the executive director's employment agreement. Kevin Scoggin seconded the motion. Motion passed unanimously.

Resolution #4 2021-22 Transfer from Contingency in the General Fund to Materials and Services in the General Fund:

Katie Hammer spoke about consultant expenses actual versus what was budgeted for the current fiscal year. These unanticipated expenses will most likely cause materials and services in the general fund to exceed budgeted amounts. All other funds and categories are anticipated to end well within budget. Kevin Scoggin made a motion to approve resolution #4 2021-22 transfer from contingency in the general fund to materials and services in the general fund. Ed Danielson seconded the motion. Motion passed unanimously.

4. Discussion Items:

Building Demolition Update:

Katie Hammer said that because of the cost of steel, the city has not gone out for a formal bid yet for demolition and street realignment. She will continue to communicate with them throughout the end of this fiscal year and she is budgeting for demolition costs in the next fiscal year budget.

Recreation Facility Planning Discussion & Update:

Matt Gilman said the architects have done a great job and we just finished up their third community open house. There have also been three stake holder meetings and three executive staff meetings. Katie Hammer reviewed the proposed recreation center designs with the board. Matt added that the political action committee has been meeting as well.

5. Public Comments:

Kat Zwicker said that she thinks the district is doing a great job and the location of the new center is great.

6. Board & Staff Comments:

Mike Elam, Recreation Manager, said that they are still transitioning into the new office space. He said there are still a few things left in the activity center building. He said that he is meeting with city today so they can pick up the fitness equipment they purchased. He said that spring soccer is going well. April 15th is the deadline for adult softball, and he has a few teams already registered. He added that he has been trying to do the 5v5v5 league, but it's not taking off and this might be the last year he tries it. He said there are four tournaments scheduled at the High Desert Sports Complex this year.

Jessica Rowan, Aquatic Director, said staffing is still a challenge. She said that in addition to lifeguard staffing needs we are recruiting for a new RACE head coach. She has met with parents to gain their input. She said our numbers are back, and hopefully we will gain staff to be able to bring more numbers back for swim lessons.

Katie Hammer, Executive Director, said she has received applications for Human Resources position and will be doing interviews this next week. She also said we are in the process of planning the July 4th celebration which will be at American Legion Park this year due to the fairgrounds being unavailable. She said because of this, the event will be smaller. Katie said that the pickleball tournament is in July and registration is going well.

Kevin Scoggin, RAPRD board director, said he really likes the information for the bond. He added that he would like to see the district keep getting information out there on social media.

Ed Danielson, RAPRD board director, said he appreciates that the administrative staff has stayed with the district and its more than a job for those staff.

7. Adjournment:

Matt Gilman adjourned the meeting at 8:23am.

Board Chair, Matt Gilman

Recording Secretary, Vicki Osbon