



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 the Cascade Swim Center Conference Room, 465 SW Rimrock Way, Redmond, Oregon, February 11, 2020 at 7:30am.

**Attendance:**

Directors Present: Hayes McCoy  
Zack Harmon  
Matt Gilman  
Ed Danielson  
JoAnne Fletcher – electronically

Directors Absent: None

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

Media: None

Public: Greg Bryant

**GENERAL MEETING:**

- 1. Call to Order:** Hayes McCoy called the meeting to order at 7:32am  
Adjustments to the Agenda: Add discussion about RAPRD property in Lake Park Estates regarding a potential land swap.
- 2. Communications:** None
- 3. Consent Agenda:**  
Approval of the General Board Meeting Minutes from January 14, 2020,

Acknowledgment of Receipt of January 2020 Financial Summary: Matt Gilman made a motion to approve the consent agendas as presented. Zack Harmon seconded the motion. Motion passed unanimously.

**4. Action Agenda Items:**

**Appoint Budget Committee Members**

Katie Hammer said there were three open positions on our budget committee, and we have received three applications from community members. Matt Gilman made a motion to re-appoint Mike Patrick and Katie Graham to the committee and appoint Jennifer Dow to the committee. Zack Harmon seconded the motion. Motion passed unanimously.

**Approval of Letter Regarding FY 2019 Audit**

Katie Hammer mentioned that this letter is required because the district's fiscal year 2018-19 audit noted two deficiencies. Our auditor indicated that because of the size of our district these deficiencies are common and if we acknowledge it should be fine. She also said that we have made some changes over the last couple months such as separating out the bank reconciliation duties between staff. Zack Harmon made a motion to approve the letter regarding FY 2019 audit. JoAnne Fletcher seconded the motion. Motion passed unanimously.

**5. Other Business:**

**Redmond Senior Center**

Katie Hammer said we have our work session at the senior center on Monday the 17<sup>th</sup> at 12:30pm. Katie said that some members of the senior center board will be there, and she wants to make sure that our board members see the facility and talk about a potential partnership. She also added that they have a new executive director as well.

**Recreation Facility Planning**

Katie said she has reached out to the architect with our suggested changes but has not heard back from him. Ed Danielson asked for confirmation that the 35<sup>th</sup> street property was not out of consideration. Katie Hammer replied that it is a viable property, but the district is looking into the cost savings of using an existing building versus the cost of building new to make an educated decision on the best way to move forward with a new facility for our community. The board discussed going through the due diligence process. Katie also added that they needed to talk about public outreach. She said there is a company in bend that facilitates these meetings and she received a cost estimate for this service. Hayes McCoy asked about planning a special work session in March. Katie Hammer responded she would send out potential dates.

**Lake Park Estates**

Hayes McCoy said the district has two properties in Lake Park Estates. He said that when Lake Park Estates was developed the district acquired to parcels for recreational use. He said that a current property owner contacted us regarding a land swap. There was consensus among the board to look into this further.

### **Mid-Year Financial Review**

Kate Hammer said that as of December 31<sup>st</sup> our revenue is up 4%. The biggest increase is due to property tax collections. She also said that revenue is down in the program fund mainly in youth sports, summer camp and after school programs.

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

Mike Elam, Recreation Manager, said that a motion sensor was broken the night before in the recreation building and he working to get that repaired. He also added that the Silver and Fit and AARP programs have brought in more people recently. Mike also said we are in the last season of basketball and that soccer registration ends today but there is a possibility of extending the registration deadline by a week.

Jessica Rowan, Aquatic Director, said that we are a month into having RPA lessons here once a week on Wednesdays. She said they are looking into doing a water safety and junior life guarding program with us. She said that she had talked to the administrators at RELC about doing kindergarten swim lessons, but due to their scheduling it will be difficult to schedule this year. Jessica also said that this is probably the last year we will be able to use the scoreboard as it needs to be replaced. Jessica said the tethered running class has really taken off as well. Jessica also added that we are going into the mid-winter shut down and there will be extensive work to the natatorium roof over the diving boards. We will be open again in time for spring break.

Mike Elam added that he is also running a new softball league this year and will run a special 5v5 tournament this summer.

Katie Hammer said the ice rink is closed for the season. The city will do a press release today. She also said that she participated in the Vision 2020 meeting last week at the city and she participated in a meeting hosted by the hospital two weeks ago regarding the future of the Redmond Hospital.

Matt Gilman said that the masters swim team is growing. He attended a swim meet here last week and he agreed that the score board is a challenge. Jessica Rowan asked Matt if he could check on whether we are able to host a master's swim meet because of the lip on the pool. Matt responded that he didn't think it would be a problem, but he would check.

### **7. Adjournment:**

Hayes McCoy adjourned meeting at 8:40am

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Board Chair, Hayes McCoy

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Recording Secretary, Vicki Osbon