



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 465 SW Rimrock Way in Redmond, Oregon, December 14, 2021, at 7:34am.

Attendance:

Directors Present: Matt Gilman
Zack Harmon
Ed Danielson
Mercedes Bostick-Cook

Directors Attending
Virtually: Kevin Scoggin arrived via video conference at 8:19am

Directors Absent:

Staff: Katie Hammer, Executive Director
Jessica Rowan, Aquatic Director, exited meeting at 8:29am
Mike Elam, Recreation Manager
Vicki Osbon, Administrative Services Manager

Media: None

Public: Barry Maroni, AIC Insurance
Heather McMeekin, Price, Fronk & Co

GENERAL MEETING:

1. Call to Order:

Matt Gilman called the meeting to order at 7:34am

Adjustments to the Agenda: None

2. Communications: None

3. Presentations:

a) FY 2021 Audit

Heather McMeekin introduced herself, CPA, Price, Fronk & Co. She talked about the draft of the 2021 FY audit they have provided for the board to review. Heather said that the auditor's report showed a clean opinion. She talked about two communication letters and said the first one explained material weaknesses and limited knowledge of GAAP. The second letter explains their responsibilities as auditors. She gave an overview of revenue and expenses, budgetary highlights, capital assets, PERS and being in line with the budget law.

b) 2022 Insurance Renewal

Barry Maroni, AIC Insurance introduced himself. He included information about SDAO and SDIC which the district is a member of. He spoke about the preliminary renewal. Barry said that the best practices would need to be completed by December 29th. Katie responded she would complete it. Barry also spoke about the longevity credit and the benefit to the district. He asked the board if they had questions and thanked them for their time.

4. Consent Agenda:

Approval of the General Board Meeting Minutes from November 9, 2021;

Approval of the Special Board Meeting Minutes from November 18, 2021:

Acknowledgment of Receipt of November 2021 Financial Summary:

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

5. Action Agenda Items:

Acknowledgement of Receipt of FY 2021 Audit:

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

6. Discussion Items:

Recreation Facility Planning:

Matt Gilman said they are continuing to have meetings with the Barker, Rinker, Seacat Architect team. During the last meeting they outlined what is coming up and facilitating information for the public. They will have a team visiting here in January. Katie said she

would email their presentation out to the board so they are aware of the calendar of events.

Public Comments: None

7. Board Staff Comments:

Mike Elam, Recreation Manager, said that they are wrapping up pre-k through 2nd grades basketball and getting ready for 3rd through 6th grades to begin. He said we are holding games at Sage Elementary since Elton Gregory was not available for this season. He also said they are beginning to wrap up at the Activity Center because we will be moving out of that space soon.

Katie Hammer gave an update on the front doors that are no longer working at the Cascade Swim Center. The company that the district used before no longer repairs these types of doors. Staff has found a new company and a technician will be out sometime this week. Katie also said that with the Activity Center closing, the recreation building is required to be demolished. She said the city has added the demolition into their bid for the road improvement project. Once their bid process closes, our board will need to vote on approval of payment for the bid. Mike Elam asked about moving the HVAC system and Katie responded that it be moved to the Cascade Swim Center. She said the ice rink is scheduled to open this week. Katie also said that our new software went live yesterday. Once the registration piece is completely transitioned, we will add the membership piece so customers can scan a card when they come in, instead of signing in each time they visit.

Zack Harmon said that he thought basketball went well.

Ed Danielson inquired if the Pleasant Ridge Community Hall is being reserved. Katie responded that it is used an average of two times per month for daily rentals and there are two nonprofits that use it regularly for monthly meetings.

8. Adjournment:

Matt Gilman adjourned the meeting at 8:42am

Board Chair, Matt Gilman

Recording Secretary, Vicki Osbon