



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 13, 2021 at 7:30am.

Attendance:

Directors Present: Hayes McCoy (joined meeting at 7:35am)
Matt Gilman
Zack Harmon (left meeting at 7:58am)
JoAnne Fletcher
Ed Danielson

Directors Absent:

Staff: Katie Hammer, Executive Director
Jessica Rowan, Aquatic Director (joined meeting at 7:55am)
Mike Elam, Recreation Manager
Vicki Osbon, Administrative Services Manager

Media: None

Public: Jon Bullock, Redmond City Council
Liz Goodrich, DURAC
Chuck Arnold, DURAC
Mercedes Cook-Bostick
Jeremiah Pederson
John Golden
Kevin Scoggin

GENERAL MEETING:

1. Call to Order:

Matt Gilman called the meeting to order at 7:31am

2. Communications:

None

3. Consent Agenda:

Approval of the General Board Meeting Minutes from March 9, 2021; Acknowledgment of Receipt of March 2021 Financial Summary:

Joanne Fletcher made a motion to approve the consent agenda. Ed Danielson seconded the motion. Motion passed unanimously.

4. Action Agenda Items:

Appoint Budget Committee Member:

Katie Hammer explained that we have one opening on our budget committee for a fill in for the term ending on June 30, 2021 and we have two applicants. She said Cathleen Wallace who was a swim instructor for RAPRD but is not currently employed with the district and David Byrd who uses the swim center and is a retired park director. Joanne Fletcher motioned to appoint David Byrd as a budget committee member. Ed Danielson seconded the motion. Motion passed unanimously.

Approval of Smith Rock Bicycle Park Lease Agreement:

Katie Hammer explained there is a BMX track at the High Desert Sports Complex and that section is leased by the non-profit Smith Rock Bicycle Park. She said this would extend their lease for an additional 5 years. They pay a \$1 per year to lease it and reimburse us for utility costs. JoAnne Fletcher made a motion to approve the Smith Rock Bicycle Park Lease Agreement. Hayes McCoy seconded. Motion passed unanimously.

Approval of Remote Working Policy:

Katie Hammer said that this is influenced partially by COVID and losing the Activity Center in December. She said we do not currently have a remote working policy, but she anticipates that after COVID is over and a lack of office space she anticipates the recreation staff will be working remotely. Katie also said that our HR/Payroll specialist is moving out of the area and has requested being able to work remotely on a trial basis and she has been working remotely most of the year and there has been no negative impact with her availability to staff for HR questions. Ed Danielson asked that if this could have a 90-day trial period and Katie would update the board in 3 months to be sure things are working properly. Katie replied that the policy does include that. Hayes McCoy made a motion to approve the remote working policy. Zack Harmon seconded. Motion passed unanimously.

5. Discussion Items:

District Name Change/ Marketing: Matt Gilman said that he and Katie Hammer have been meeting informally about plans for the potential bond measure for the community center. Matt said they have tried to take learnings of what did and did not work well. Matt also said he is very interested in hiring a marketing consultant to help the district

clearly communicate our message. Zack Harmon said this is a good opportunity to reassess what we are as a district and what we can offer. Rebranding is a good fresh start even to programs and activities. Katie Hammer said there are funds identified in the current years and next year's budget for marketing. She said she can get a few estimates and have them ready for the May meeting for the board to vote on. Katie Hammer asked if there could be discussion about a location. She said that Chuck Arnold and Liz Goodrich from DURAC were present. Katie asked if board members were still interested in exploring any potential opportunities in the downtown urban renewal boundary specifically mid-town which would be somewhere near the hospital as there is nothing really in the downtown core. She did not know if the board would like her to potentially look for other properties or focus on the 35th street property. Ed Danielson said that he is opposed to finding something other than the 35th street property. JoAnn Fletcher and Matt Gilman were in agreeance with Ed Danielson. Chuck Arnold said the point of them coming today that DURAC had a very exhaustive work plan discussion about how urban renewal priorities over the coming fiscal year and the priority of what should be invested is family-oriented entertainment. Liz Goodrich said that there is an importance of bringing family entertainment in the downtown core and partnering with RAPRD could be a temporary partnership. He said a partnership could be a private, such as a bowling alley, or public partnership such as ours but the land they would be looking at would be Antler to the North and Veterans Way to the South.

Jessica Rowan said the prospect of partnering with something downtown even if it is not the large facility we are looking for, has potential. She said that if there are recreation family draws to downtown area it benefits the businesses.

Board Member Orientation:

Katie Hammer said that these are discussion items on action agenda items and if the board has any changes they can be moved to an action item for next month. She said that she realized that the board is supposed to be reviewing them annually and the purpose of the review is to make sure they are current.

Goals Progress:

Katie Hammer mentioned that the RFP for recreation software closes next week. Approval of the software will be on the May agenda.

6. Public Comments:

Matt Gilman thanked the public for being there and their comments.

7. Board Staff Comments:

Jessica Rowan, Aquatic Director, said that they have been slowly ramping up all our programs at the pool as we have been able to move categories and acquiring the programs we had previously and adopting some new ones. We are looking at beginning swim lessons again next week although we are limited on the number of staff to teach lessons. Bend Waves Water polo will start up a program at the pool that will run daily during the

week and splash ball program in the summer. Swim team is up and running under COVID guidelines. She said there is an HVAC issue that she and Darren Kosanke, Pool Maintenance, are working on. The engineers are drawing the specs and then we will have more information on the costs.

Mike Elam, Recreation Manager, said that spring soccer is up and going. Softball registration is ending on the 16th and thought it would be a great idea to do board/staff teams. He said hopefully if we go into extreme risk again it doesn't affect it. He said they are also looking for someone to do concessions at the HDSC, and how important it is when we have tournaments out there to be able to offer that amenity to the folks who are there all day. He also said fitness classes are taking off.

Ed Danielson said that one thing he is thinking of as we progress towards a bond levy is a very thorough assessment of the pool and its equipment. Jessica Rowan responded that we want to be careful as we move forward. She said she knows we have aging facility and equipment. She said there is preventative maintenance underway, and it will become more and more expensive as we go along to update the facility as regulations change as equipment needs to be updated and equipment ages out.

Katie Hammer, Executive Director, said that we have not talked about majestic summit park in a while, but she recently met with a neighbor who lives across the street from one of the properties up there who also works for the soil and water conservation district. She is interested in helping the district developing a conversation plan there with native plants and a little trail. Katie said that she thinks the plan is one that BPA would approve. She will keep the board in the loop. She said she is also working on a partnership with REACH to jointly run a summer camp program.

Ed Danielson also added that it would be nice on a quarterly basis to have a report from Margaret Maffai on what she is working on. Katie said she would have Margaret send one out. Katie said that Margaret has submitted three grant applications in the last month and has been instrumental in handing out kits that we hand out to community kids and she puts together every other kit and she is also planning an event at Tetherow Crossing. Katie Hammer thanked the board candidates for attending the meeting today.

8. Adjournment:

Matt Gilman adjourned the meeting at 8:33am

Board Chair, Hayes McCoy

Recording Secretary, Vicki Osbon