



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, Redmond, Oregon, April 9, 2024, at 7:30am.

Attendance:

Directors Present: Matt Gilman
Lena Berry
Mercedes Bostick-Cook (attended virtually)
Kevin Scoggin
David Rouse

Directors Absent: None

Staff: Katie Hammer, Executive Director; Vicki Osbon, Administrative Services Manager; Mike Elam, Recreation Manager

Media: None

Public Attending: Maria Ramirez, City of Redmond Parks, Planner/Project Manager

GENERAL MEETING MINUTES

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 12, 2024,

Acknowledgement of Receipt of March Financial Summary:

The approval of the March minutes has been tabled until the May 2024 board meeting due to an error in the minutes.

Kevin Scoggin made a motion to approve acknowledgement of receipt of March financial summary as presented. David Rouse seconded the motion. Motion approved with four of the board members voting in favor (Mercedes Bostick-Cook abstained).

4. Community Recreation Center Update:

Chad Franke said the 50% construction set was completed on March 29, 2024. The early site package bidding will be advertised for tomorrow with a three-week bidding process. He said that they will have the guaranteed maximum price amendment to the KNCC Contract for the board to review and vote on at the May board meeting.

Chad gave an update regarding the planning commission meeting that he and Katie attended last week. The planning commission voted to recommend approval of the project to City County. Katie said that there was a lengthy conversation regarding parking. We have more than the code required parking spaces in plan, but she said that we acknowledge that there is a concern about parking, and we will be working with partners to access overflow parking if we hold a special event.

Katie also said the commission asked about putting in a bus stop. She spoke about partnering with CET and utilizing the bus drop off area that is built into the building design, but it was recommended that we closely work with CET to see if the drop off area will work for them or if a bus stop will need to go in on 35th. Katie said we don't know what the added expense to add the bus stop would be. Chad said they also asked us to build a bike path that would run into the BPA easement, so he is verifying again with BPA that we are not able to build a bike path there.

Chad also talked about the social media posts and interactions with the community, he said that there were about 45,000 reactions to posts in February, and he will have March's in the next week.

5. Action Agenda Items:

Approval of Spray Pad IGA with the City of Redmond

Kevin Scoggin asked if the maximum not to exceed cost was within expectations. Katie responded that it is within expectations based on previous years. Katie explained the agreement is the same as last year. RAPRD will provide based maintenance and operations for the spray pad, but large repairs will be the responsibility of the city. David Rouse moved to approve the spray pad IGA with the City of Redmond. Kevin Scoggin seconded the motion. Motion approved with four of the board members voting in favor (Mercedes Bostick-Cook abstained).

Approval of Ice Rink IGA with the City of Redmond:

Katie said the IGA with the city will expire in May. We have been asked to consider renewing it even though there are unknowns with the ice rink next year. The city will decide what direction they will be going with the ice rink in mid-summer or September. Kevin Scoggin made a motion to approve the ice rink IGA with the City Redmond for a 5 term. Lena Berry seconded the motion. Motion approved unanimously.

Approval of Contract for Geotech Special Inspection Services

Chad Franke said special inspections are required to verify that the work is completed correctly. He said that he has reached out to Wallace Group, who did the initial Geotech work for us, and they came back with a bid of \$20,804.00.

Chad clarified that Wallace Group will be inspecting the Geotech contractors work but will not be doing the actual work. Lena Berry made a motion to award the contract for Geotech special inspections services in the amount of \$20,804.00. Kevin Scoggin seconded the motion. Motion approved unanimously.

Approval of Contract for Construction Special Inspection Services

Chad Franke said that he reached out to Wallace Group for construction special inspection services, and they returned a bid of \$37,228.00. Matt Gilman asked if there were other companies that performed this service. Chad responded that there is one other company in the area, but he has not worked with them. He added that there are specifications built into the construction contract and specifications on when special inspections must take place. Kevin Scoggin made a motion to award approval of contract for construction special inspection services to Wallace Group. Mercedes Bostick-Cook seconded the motion. Motion approved unanimously.

6. Discussion Items

Katie Hammer spoke about the RAPRD golf tournament coming up in a month. She said there is one team spot left open, there are 23 sponsors and have raised \$16,000 in sponsorship dollars. She said there is a volunteer opportunity either in the morning or afternoon if anyone is interested.

Matt Gilman said that the pickleball tournament is coming up and will be the second weekend of July and there are sponsorship opportunities and team openings. Mike Elam said we currently have 70 registered.

Matt said like to do a board workshop to speak about their vision for RAPRD is in the future, especially with building the new recreation center. David Rouse said that it would go hand in hand with the master plan. Katie said she could put some dates together for a board work session to talk about goals and staffing plans for the new recreation center.

7. Public Comments:

Maria Ramirez, City of Redmond Parks, Planner/Project Manager, said that they are kicking off the conversion project at Valley View beginning today and if the prepping process goes as planned, they will begin work on the Sam Johnson pickleball courts next week weather and condition dependent. She said that they are beginning their master plan process and will begin stakeholder engagement meetings. She spoke about the Dry Canyon Master Plan beginning in mid-May.

8. Board & Staff Comments:

Kevin Scoggin said he attended the bond oversight meeting.

Lena Berry thanked everyone for the work they are doing. She thanked Katie and Chad and recognized for their time and work.

Mike Elam, Recreation Manager, said soccer started last weekend and parking was better than last season. He said Sunday games began as well to alleviate the parking challenges. We have over 900 registered for the spring season and anticipate over 1200 registrations for fall. He also said that he is currently hiring a facility supervisor. He said the seniors center fitness classes are growing and we had 45 yesterday for the Silver Sneakers class. The class was moved into a larger space because we had so many participants. Lena asked if there was any feedback about Sunday games. Katie responded that there have been a few withdrawals but overall, we have not had many complaints.

Katie Hammer, Executive Director, said that the first budget committee meeting is April 18, 2024. The second budget committee meeting is April 25th, and if needed there are two scheduled in May. She said the budget message with the line-item budget will be available this week. She said there are three new staff positions that are being prosed for next year's budget. Katie said she has received back the wage study. She will make recommendations for the board to vote on them at the May board meeting. Kevin Scoggin asked how the new Accounting Specialist is doing and Katie responded she is still learning but she is doing well. Katie also said that the Vintner's dinner is sold out. She mentioned that we are the beneficiary again this year and we will be writing a couple of larger grants for the outdoor space.

Matt Gilman, Board Chair, said that we are losing Charlie Bechtell, one of our long-time morning lifeguards. Katie mentioned that we did internal hire to fill the position and created a full-time position to make it more attractive. Matt added that the swim team is also a good one. He said he was able to fill in to coach while the head coach was out of town, and he really enjoyed it.

9. Adjournment

Matt Gilman adjourned the meeting at 8:39am.

Board Chair, Matt Gilman

Recording Secretary, Vicki Osbon