



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, June 11, 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; Jessica Rowan, Aquatic Director, Mike Elam, Recreation Manager

Media: None

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

BUDGET HEARING:

1. Call to Order: Matt Gilman called the Budget Hearing to order at 7:30
2. Public Comment on the FT 2024/25 Budget: None
3. Adjourn Budget Hearing: Matt Gilman adjourned the meeting at 7:32am.

GENERAL MEETING MINUTES

1. **Call to Order:** Matt Gilman called the meeting to order at 7:32am
Adjustments to the Agenda: None
2. **Communications:** None
3. **Consent Agenda:**

Approval of the General Board Meeting Minutes from May 14, 2024,
Acknowledgement of Receipt of May 2024 Financial Summary:
Lena Berry made a motion to approve the general board meeting minutes of May 14, 2024, and acknowledge receipt of the May 2024 financial summary as presented. Kevin Scoggin seconded the motion. Motion passed unanimously.

4. Action Agenda Items:

Resolution #4 Adopting the Fiscal Year 2024-25 Budget, Resolution #5 Appropriations for the Fiscal year 2024-25 Budget, and Resolution #6 Imposing and Categorizing taxes for the 2024-25 Fiscal Year.

Katie Hammer gave an overview of resolutions #4, 5 and 6. These resolutions adopt the FY 24-25 budget, approves the appropriations and imposes and categorizes taxes. She said the board could approve each individually or in one motion. Kevin Scoggin made a motion to approve resolutions #4, #5, and #6 as presented. Lena Berry seconded the motion. Motion passed unanimously.

Resolution #7 Transfer from Contingency in the General Fund to Materials and Services in the RACE Fund. Katie Hammer explained that resolution #7 is a precautionary transfer of funds to provide enough funds for RACE expenses including coach's travel fees, and swim meet fees for the current fiscal year. Kevin Scoggin made a motion to approve resolution #7 as presented David Rouse seconded the motion. Motion passed unanimously.

Resolution #8 Approval of Purchase of Park Maintenance Truck

Katie Hammer explained that she has been working with Kendall in Bend to purchase a new truck for parks maintenance staff. She said they are an authorized state purchasing contract vendor. She received an updated quote of \$53,000 this morning for the purchase of an F250 4-wheel drive crew cab truck. She explained that she had put in the resolution to not exceed \$50,000 but added that the board could increase the amount to \$53,000 in order to purchase the truck based on the updated cost she received from the dealer this morning. David Rouse made a motion to approve resolution #8 approving the purchase of the F250 crew cab for \$53,000. Lena Berry seconded the motion. Motion passed unanimously.

Resolution #9 Award Contract for Parks Master Plan

Katie Hammer said that the district solicited proposals for parks master plan on April 29, 2024. The Request for Proposal document was sent out to five firms, posted in the daily Journal of Commerce, on the SDAO website and in the Bend Bulletin. We received one proposal back from Conservation Technix. If the board moves forward with approving the contract she and David Rouse will meet with Conservation Technix to finalize the scope of work and the contract amount. David Rouse made a motion to approve resolution #9 to award contract for the parks master plan to Conservation Technix. Lena Berry seconded the motion. Motion passed unanimously.

5. Community Recreation Center Update

Facility Naming Discussion

Katie Hammer said that she, Matt Gilman, Lena Berry and Vicki Osbon participated in a naming discussion with a staff person at Barker Rinker Seacat. It was a facilitated discussion on what we thought the new recreation center should be named. Name options were discussed and the consensus with the board was to get input from the community before they vote on a name for this facility.

6. Discussion Items: None

7. Public Comments: None

8. Board & Staff Comments:

Mike Elam, Recreation Manager, said adult softball has started. He said fall soccer registration is open. He also said that the silver sneakers class has outgrown the senior center and will be moving to Pleasant Ridge Community Hall. Katie added that we are the only silver sneakers class in Central Oregon. Mike said we have 157 currently registered for the Rock Chuck Open. He also said enrichment programs are going well too.

Jessica Rowan, Aquatic Director, said that there was a 2024 lifeguard certification update. She is getting her staff through the new program and testing them out, so their certifications will be updated. She also said that our summer schedule will be in effect on June 17. Many Swim lessons sessions are already full, and we will run lessons in the morning and evening. We will also be offering a midday recreation swim. She said that she is also working on the water polo jamboree that will happen in August.

Vicki Osbon, Administrative Services Manager said that the kiosk is up and running.

Lena Berry, board member, thanked everyone for keeping things going.

Davis Rouse, board member, said thank you for a successful groundbreaking.

Matt Gilman, board chair, also thanked everyone and said the groundbreaking was exciting.

Mercedes Bostick-Cook, board member, said that she has the community liaison information to reach out to the Latino community for youth camps registration. She also congratulated Katie, her staff and the board on the groundbreaking.

Katie Hammer, Executive Director, said that the building permits for the community recreation center were submitted on the 3rd of June and pool permits were submitted to the county. She said she presented at the Neighbors for Redmond last Sunday and that people in attendance were supportive of the project.

9. Adjournment

Matt Gilman adjourned the meeting at 8:33am.

Board Chair, Matt Gilman

Recording Secretary, Vicki Osbon