



Redmond Area Park and Recreation District  
465 SW Rimrock Way  
Redmond Oregon 97756  
541-548-7275  
[www.raprd.org](http://www.raprd.org)

**REDMOND AREA PARK AND RECREATION DISTRICT  
BOARD OF DIRECTORS  
Minutes of Special Board Meeting**

A special meeting of the Board of Directors of the Redmond Area Park and Recreation District convened at 465 SW Rimrock Way, Redmond, Oregon, May 23, 2023 at 7:30am.

**Attendance:**

Directors Present: Matt Gilman  
Mercedes Bostick-Cook (virtually)  
Kevin Scoggin  
Zack Harmon  
Ed Danielson

Directors Absent:

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

Media: None

Public Attending: Lena Berry, Chad Franke, HMK, David McKay, HMK  
David Ulbricht, Director of Advisory Services, Special Districts Association of Oregon

**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. Action Agenda Items:**

Award Contract for Topographical Survey Services (SW 35<sup>th</sup> Street)

Chad Franke explained that survey proposals were received from two firms. After reviewing the proposals, he is recommending that the board award the contract to HWA. They are the civil engineers on the project itself and their proposed fee is less than the other firm. He said that it is advantageous to have them do the survey as well for informational purposes. Kevin Scoggin made a motion to award contract for topographical survey services (SW 35<sup>th</sup> Street) to HWA. Ed Danielson seconded the motion. Motion passed unanimously.

Award Contract for Geotechnical Services (SW 35<sup>th</sup> Street)

Chad Franke said that the district received Geotechnical services proposals from three firms. After review of the proposals, they are recommending that the board award contract to the Wallace group. He said they showed in their proposal a deep knowledge of the ground conditions here in Redmond. He added that they have scheduled a driller to begin work in July. A preliminary report would be available in several weeks after the survey begins. Zack Harmon made a motion to award contract for geotechnical services (SW 35<sup>th</sup> Street) to the Wallace Group. Kevin Scoggin seconded the motion. Motion passed unanimously.

**4. Discussion Items:**

General Obligation Bond

Katie Hammer said that David Ulbricht, Director of Advisory Services, Special Districts Association of Oregon is in attendance to represent the bond sales team. David gave an overview of the bond process. He spoke about reviewing the financials, the project, debt structure, credit rating process, funding scenarios coupon and spread comparisons, underwriting costs, and the overall comparison.

**5. Board & Staff Comments:**

Katie Hammer, Executive Director, spoke about the Kiwanis Vintner's Dinner. She said they think they have raised between \$15,000 and \$20,000 for the new playground. She also said that she had a credit rating phone call at 10am this morning.

Mike Elam, Recreation Manager, said that the first annual golf tournament was successful, and they had a great turnout. He said they are planning to tie up a date for next year and hold the tournament in Redmond.

**6. Adjournment**

Matt Gilman adjourned the meeting at 9:04am.

---

Board Chair, Matt Gilman

---

Recording Secretary, Vicki Osbon