



Redmond Area Park and Recreation District
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**REDMOND AREA PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS
Minutes of Special 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, October 17, 2023 at 7:30am.

Attendance:

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

Directors Absent: None

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

Media: Joe Siess, Redmond Spokesman

Public Attending: None

GENERAL MEETING MINUTES

1. Call to Order: Matt Gilman called the meeting to order at 7:31am
Adjustments to the Agenda: None

2. Communications: None

3. Action Agenda Items:

Appoint Bond Oversight Committee Members:

Katie Hammer, Executive Director, said that three people were appointed to the bond oversight committee at the September board meeting. There are currently four positions

still open, and she has received 6 applications. The applications are from Louie Arazoza, Karen Danielson, Mitchel Elenich, Greg Schweizer, Janet Schweizer and Melanie Rogers. The board discussed the candidate applications received. Staff recommendations to assist the board in making their decision were to appoint Louie Arazoza, Mitchel Elenich, Karen Danielson and Janet Schweizer. David Rouse moved to approve staff recommendations. Kevin Scoggin seconded the motion. Motion passed with four directors in favor and one who abstained (Matt Gilman). Katie added she would work out a meeting schedule with a tentative plan of meeting on Mondays.

Approval of Naming Rights Policy and Approval of Sponsorship Policy:

Katie Hammer said that the naming rights policy is an update to an old naming rights policy the district adopted in 2008. This new policy outlines specific parameters about why we would choose a name for part of the building, a room in the building, the whole building or a park based on donation levels.

The sponsorship policy establishes guidelines for us to enter into sponsorship agreements. This will allow us to increase our sponsorship opportunities. She mentioned there is a reference to the sponsorship policy in the naming rights policy and vice versa in the sponsorship policy because they could potentially be tied together because of the opportunity of a monetary donation for naming a park, facility or part of a facility. Katie said she and Margaret Maffai, Development Director, used a variety of samples from other agencies to draft this policy and Margaret did extensive research for best practices. Katie talked about the percentage in the policy draft for capital construction is a minimum of 25%, and the maintenance and operations that would potentially give naming rights is set at 50%. Discussion regarding length of time of 20 years which is lengthy, but it could change to a 10-year period with a recommended 50% donation. Matt Gilman said he appreciated that these documents were done and timely with the construction of the new recreation center. Katie said that we currently have team sports, the golf tournament, the swim team, and signs at the High Desert Sports Complex. She said we have not dived into sponsors for operations and maintenance of facilities. She said these guidelines would fit with the existing sponsors we have and allow us to expand on those. She added she will work on an updated proforma for the recreation center once the updated floor plan has been completed and will break down each space by square footage and estimate the utility and maintenance costs so the district could begin looking for sponsors for individual spaces.

Katie clarified that in March of each year staff will determine what our needs are for the next fiscal year, just before budget, and what the goal will be for soliciting sponsorships. The board asked about memorial donations. Katie responded that we should do an addendum adding a memorial policy for trees, benches, bricks, or a donor wall. The board discussed revising language in the policy regarding corporate sponsorships. Katie said she could add additional language that would not exclude sponsorship requests that could fall outside our guidelines. Kevin Scoggin made a motion to approve the naming rights and sponsorship policies as amended. Mercedes Bostick-Cook seconded the motion. Motion passed unanimously.

Kevin Scoggin asked that they be able to revisit the final documents at the next board meeting. Katie responded that she would email out the documents to the board before the next meeting.

Kevin Scoggin asked what the process was for soliciting sponsorships. Katie responded that they are determining who has specific contacts with businesses that have been identified. Matt asked that a monthly spreadsheet be shared so that they can see who has been speaking to whom so that everyone is accountable. Katie also said that their immediate focus is going to be working on the exterior amenities.

4. Public Comments:

Joe Siess, Redmond Spokesman asked about the recreation center being over budget and what the estimate was. Matt Gilman clarified that we do have a budget and it is the same, but that the facility construction costs came in over budget, but we will not be spending overbudget. Lena Berry, added that while budget projections did come in over, they are confident that everything promised in the building will be there and our BRS architects are working hard to give us a solid structure. Katie responded that she would be happy to sit down with Joe and discuss the process and explain where the overage is.

5. Board & Staff Comments:

Katie Hammer, Executive Director said she should be finalizing the hire of a finance employee this afternoon. They will start as an accounting specialist and not a finance manager. Katie also said that she has received a request about working with the city to improve the partnership with them. She met with city staff this week and is in the process trying to sit down with city staff, a city councilor and a board representative. Katie said we work very well with city staff, but this is an opportunity to reevaluate that partnership and see if there is anything we can do better. Katie also clarified that any board member who wishes to add items to the board meeting agendas, needs to contact her.

Mike Elam, Recreation Manager, said that there is two weeks of soccer left. He said that everyone got to experience the eclipse. He said after soccer ends basketball will start. He is still working on getting referees for adult basketball. He said they may have to continue on with drop-in basketball if they are not able to get referees.

David Rouse, board member, said that his wife has been participating in our fitness classes at the senior center and she is very impressed with them.

Mercedes Bostick-Cook, board member said she attended Teresa Browns Silver Sneakers party and it was an amazing turnout and how people said she has changed their life. It was great to see the support for her.

Matt Gilman, board chair, said that it was hard last week to digest the information from BRS. Matt talked about his volunteer hours for RAPRD. He spoke about previous meetings leading up to the last meeting with BRS and the breakdown in communication. He spoke about the changes to the building and his disappointment with the new plans,

the difficulty in asking for an operating levy and the changes that are reflected on us as an organization. He is still trying to do the best he can but at the end of the day we need people to be healthier, happier and better fitness and better mentally.

Mercedes Bostick-Cook, board member, added that she did not feel they were not given enough time to process the changes to the building. She spoke about the wants and needs of the community and including those things in the building. She spoke about being elected to the board and being the voice for those that elected her.

David Rouse, board member, said he agreed that as a board they should have known sooner about the changes not being workable. He said the guideline going forward should be the community survey and that is what will be delivered on. At this time we will deliver a facility that will meet that criteria. He said this will be a huge asset to the community.

Lena Berry, board member, said that our development director is putting together STEM nature explorer family kits for the community that encourage kids to go out and explore nature. She spoke about the importance of partnerships within the community. She added she was also in the design meetings and was disappointed with the new plans but is optimistic that we will deliver a building that delivers all the things that the community was hoping for. She thanked everyone for their efforts and time.

6. Adjournment

Matt Gilman adjourned the meeting at 8:28am.

Board Chair, Matt Gilman

Recording Secretary, Vicki Osbon