



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, February 14, 2023, at 7:30am.

Attendance:

Directors Present: Matt Gilman
Kevin Scoggin
Mercedes Bostick-Cook (Attended Virtually)
Zack Harmon (Arrived at 7:36am)
Ed Danielson

Staff: Katie Hammer, Executive Director, Jessica Rowan, Aquatic Director, Vicki Osbon, Administrative Services Manager, Mike Elam, Recreation Manager, Shane Bennett, RACE Head Coach (Attended Virtually)

Media: None

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

Public Attending Virtually: Shannon Wedding, Redmond City Council Liaison, Gareth Montgomery, CBRE Heery, Chad Franke, HMK Co. Wayne Powderly, Cumming Group, Chris Esker, Perkins & Will/Steele, Jamie Benallo, Perkins & Will/Steele

GENERAL MEETING MINUTES

1. Call to Order:

Matt Gilman called the meeting to order at 7:38am

Adjustments to the Agenda: None

2. Communications: None

3. Consent Agenda:

Approval of the General Board Meeting Minutes from January 10, 2023.

Acknowledgment of Receipt of January Financial Summary:

Kevin Scoggin made a motion to approve the consent agenda as presented. Ed Danielson seconded the motion. Motion passed unanimously.

4. Action Agenda Items:

Appoint Budget Committee Members:

Katie Hammer said there are four open positions on the RAPRD Budget Committee and two applications have been received; Mike Patrick and Katie Graham. Mike Patrick has served on the budget committee since 1991 and he would like to continue to serve. He is a Redmond Kiwanian and is currently the chairman of the Kiwanis Foundation Board. Katie Graham has served since 2015 and is currently employed with the City of Redmond as an HR Analyst and was also our chair last year. Zack Harmon made a motion to appoint Mike Patrick and Katie Graham to the budget committee for terms ending June 30, 2025. Kevin Scoggin seconded the motion. Motion passed unanimously.

Approval of Resolution #6 2022-23 Notice of Intent to Award Contract for Owner's Representative/Project Manager for Community Recreation Center:

Katie Hammer said that the district received eight responses for the Request for Proposals for an Owner's Representative/Project Manager. A selection committee made up of five individuals which included two RAPRD staff members, a community member, a board member and a City of Redmond staff member ranked the proposals by their experience, knowledge of projects, project approach and not to exceed price. The top three firms being recommended to the board by the selection committee for the Owner's Representative are the Cumming Group, CBRE Heery, and HMK Co. The selection committee was comfortable recommending that the board award the contract to the Cumming Group. Katie added that she has done reference checks on all firms and there were no red flags. After discussion, the board decided they would like to invite the top three firms to give a presentation to the board. Two tentative dates for special meetings were set for Tuesday, February 21st at 7:30am for interviews with the top three firms, and February 28th at 7:30am was set to award contracts of the Owner's Representative. Katie added she will have to have a notice of intent published and there will be a seven day protest period after that. Zack Harmon mentioned that we might want to include the architectural firms in the interview meeting so they could present as well.

Approval of Resolution #7 2022-23 Notice of Intent to Award Contract for Architectural Services for Community Recreation Center: This item was tabled until the March 14, 2023 board meeting.

5. Discussion Items: None

6. Public Comments: None

7. Board & Staff Comments:

Jessica Rowan, Aquatic Director, said that we are exiting the high school swim season and will be able to return to some more regular programming. RACE swim times will be bumped back to the afternoons. There is a challenge with trying to fit everyone in that program with the growth we are experiencing. Thursday nights we will be running a migrant education program for the rest of the year. We will also have school programming coming up as well. She spoke about challenges with the school district trying to provide transportation for 3rd grade lessons. Matt Gillman asked what schools are participating in lessons. Jessica responded that Tom McCall, Black Butte, Vern Patrick, Obsidian Middle School, and Central Christian.

Mike Elam, Recreation Manager, said that we have a record number of kids registered for spring soccer. He said that pickleball meetings have begun and he will be taking that over. They are getting ready for summer programs and camps. Zack Harmon asked if there was space in the future building for pickleball. Katie Hammer replied that the gym will be multi-use. Mike added that we are doing a golf tournament in May at Black Butte Ranch. Ed Danielson asked about disk golf and whether that is a program we could run. Mike responded if we could find a good instructor we could.

Kevin Scoggin, Board Director, thanked the staff for their continued hard work and working through staffing challenges. He is looking forward to the special meetings.

Matt Gilman, Board Chair, said that he and his wife are doing flamenco with RAPRD. He said there should be an article in the Redmond Spokesman about it soon. The reporter came out and took pictures.

Katie Hammer, Executive Director, said there are two board positions that are open in May. She said that Ed Danielson will not be running again. If the board knows anyone who may be interested and they want to talk with Katie before submitting their candidate form, reach out to her. She said the deadline to submit information to the county clerks office is March 16th.

Matt Gilman adjourned the meeting at 8:37 am.

Board Chair, Matt Gilman

Recording Secretary, Vicki Osbon