

**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 the Cascade Swim Center Conference Room, 465 SW Rimrock, Redmond, Oregon, March 8, 2016 at 7:30am.

**Attendance:**

Directors Present:     Hayes McCoy  
                               Tina Hinchliff  
                               Zack Harmon  
                               Heather Richards  
                               Ed Danielson

Staff:                     Katie Hammer, Executive Director  
                               Jessica Rowan, Aquatic Director  
                               Mike Elam, Recreation Manager  
                               Vicki Osbon, Administrative Assistant

Public:

Media:                    None

**GENERAL MEETING:**

**1.0 Call to Order:** Hayes McCoy called the meeting to order at 7:35 am.

**Adjustments to the Agenda:** Approval of employment contract moved to discussion items.

**2.0 Communications:**

**3.0 Consent Agenda:**

**Approval of the General Board Meeting Minutes from February 9, 2016:**

**Acknowledgement of Receipt of February Financial Summary:**

Tina Hinchliff made a motion to approve the consent agenda as presented. Zack Harmon seconded the motion. Motion passed unanimously.

#### **4.0 Action Agenda Items:**

##### **Approval of Resolution #7 2015-16 Authorizing Credit Limits:**

Tina Hinchliff made a motion to approve resolution #7 2015-16 authorizing credit limits. Zack Harmon seconded the motion. Motion passed unanimously.

##### **Approval of Resolution #8 2015-16 Grant Easement for Bridge at Tetherow Crossing Property:**

Katie Hammer spoke about the appraisal and the offer of purchase. The board discussed earmarking the funds received from the sale for expenditures for the Tetherow Crossing property. Zack Harmon made a motion to approve resolution #8 2015-16 grant easement for the bridge at Tetherow Crossing. Heather Richards seconded the motion. Motion passed unanimously.

#### **5.0 Other Business (Discussion Items):**

##### **Strategic Plan Check in:**

Katie Hammer updated the board on the strategic plan meeting which occurred last week. Her discussion included key performance measures and implementation of those measures, and the recreational program facilities plan that was drafted in 2013 of which each three members were given a copy. In April the committee will discuss whether a recommendation should be made to the board or update the demographic and program data in the plan or make the decision to begin again. A recommendation should be available for the board in April or May.

There was also discussion about the 35<sup>th</sup> street property. As a committee they decided that they would recommend to the board that they would not make any decisions on the property until they can thoroughly vet that the park districts and community need for future recreation. Katie has asked that the board schedule a planning workshop to discuss 35<sup>th</sup> street and strategize a time line for a new community center.

Katie also said the committee talked about administrative items they are tackling on the strategic plan, funding for a development director and also the significant impact of the minimum wage increase on the park district.

##### **Approval of Employment Contract**

Katie Hammer spoke about tying the dates into the fiscal year making it effective on July 1<sup>st</sup>, 2016. The board discussed the length of the contract being 2 years with a job performance review in May.

#### **6.0 Public Comments:**

## **7.0 Board/Staff Comments:**

Mike Elam said spring soccer registration just finished and registration has increased this year.

Jessica Rowan spoke about the aquatics budget and summer programming. She also spoke about the minimum wage increase impacting fees.

The board discussed fee increases for the district, programming, and personnel costs, meeting to discuss fee increases every 6 months, capacity challenges and also partnering with local resorts to run programs.

Katie Hammer discussed the preliminary rates for health insurance for 2016/17.

Katie also talked about changes coming to the Summer in the Park program this year including the location change of the program to a school site instead of the park. Katie said that there are also changes to the enrichment coordinator position including making it a part time position, staff changes and dividing duties.

Tina Hinchliff asked about soccer challenges being resolved. Katie Hammer responded that a few teams went to Bend, but there were still enough registrations to run the grade 5/6 league. Mike Elam discussed the creation of the Central Oregon League for grades 7/8. It will encompass Bend, Sisters, Prineville and Redmond.

## **8.0 Adjournment:**

Hayes McCoy adjourned the meeting at 8:19am.

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Chairperson, Hayes McCoy

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Recording Secretary, Vicki Osbon