

**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, November 10, 2015 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:                    None

Media:                    None

PUBLIC HEARING :        Hayes McCoy called the Public Hearing to discuss the sale of real property to order at 7:30am. There wasn't any public comment. Ed Danielson made a motion to close public hearing at 7:35am. Zach Harmon seconded the motion. Motion passed unanimously.

**GENERAL MEETING:**

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

**Adjustments to the Agenda:**

**2.0 Executive Session:**

The RAPRD board of directors entered into an executive session under ORS 192.660 (2) (i) to review and evaluate the executive director at 7:36am.

The board of directors returned to the regular meeting at 7:49am.

**3.0 Communications:** None.

**4.0 Consent Agenda:**

**Approval of the General Board Meeting Minutes October 13, 2015:  
Acknowledgment of Receipt of October Financial Summary:**

Zack Harmon made a motion to approve the consent agenda as presented with the notation that we include detail in the minutes regarding why a board member abstains from a motion. Heather Richards seconded the motion. Motion passed unanimously.

**5.0 Action Agenda Items:**

**Approval of Board Responsibilities Policy:**

The board discussed the policy and responsibilities of the chair and vice chair. Heather Richards moved to approve the board responsibility policy. Tina Hinchliff seconded the motion. Motion passed unanimously.

**Approval of Strategic Plan:**

Heather Richards would like to identify who is on the strategic planning implementation committee. The board also discussed reevaluating time lines set in the draft and identified language in the draft to edit. Zack Harmon and Heather Richards would like to meet as a committee with Katie Hammer to discuss the draft and receive any input that Katie may have received from RAPRD staff. Approval of the strategic plan was tabled until the December board meeting.

**Approval of Resolution #3 2015/16: Sale of real property located on SW 35<sup>th</sup> Street:**

Katie Hammer discussed the purpose of this resolution. Zack Harmon asked if there were any updates to the results from the Department of Administrative Services. Katie Hammer responded that they had no authority over the sale of the property. Heather Richards asked to amend the resolution to read "... finds that the highest and best use of for this separated..." in the second Whereas. Heather Richards moved to approve resolution #3 as amended. Ed Danielson seconded the motion. Motion passed unanimously

**Action Resulting from Executive Session:** None

**6.0 Other Business: (Discussion Items)**

**7.0 Presentation: Aquatic Director:**

Jessica Rowan spoke about income from RACE and Aquatics and seeing an increase in both departments. She spoke about pool use patterns, aquatic wellness programming, and capacities by hour, cost recovery of programming, indirect costs for programming, cost recovery goals, and progress toward those goals including increasing fees in 2016. The board discussed proposed fee increases.

Jessica also discussed the energy project budget outcomes and projects including the condensing boiler, HVAC upgrade, pool covers, and airlocks and doors.

Jessica talked about the new therapy spa, the Redmond Aquatic Wellness program district partnership with St. Charles, the kiosk partnership with the City of Redmond, and the addition of family locker rooms. Her goals for 2015/16 include a lifeguard instructor mentor program, formal partnerships with health care providers, preschool swim lesson program partnership with local private preschools, and implementing veterans programs.

The board thanked Jessica for her presentation.

#### **8.0 Public Comment:**

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#### **9.0 Board/Staff Comments:**

Ed Danielson said that he, Jessica Rowan, Katie Hammer and Heather Richards will be touring facilities in Oregon this week to learn about partnerships

Mike Elam said fall soccer has wrapped up and boy's grades 3/4 and 5/6 basketball has started. His staff is working on promoting fitness programming for the new year.

#### **10.0 Adjournment:** Hayes McCoy adjourned the meeting at 9:03am.

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Chairperson, Hayes McCoy

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Recording Secretary, Vicki Osbon