



Hayley Krushe: Ms. Krushe cited articles that she has read about the use of pesticides and the dangers that they present to children. She asked the board to consider using other products.

### WORK SESSION

#### 1. City of Bend Transportation System Plan update – *Karen Swirsky, City of Bend*

Ms. Swirsky said the transportation system plan (TSP) is an investment and management plan for Bend's transportation system. The plan will reflect the improvements needed to manage growth to 2040. It will include programs that best reflect city goals, balance needs of all travel modes with consideration of equity, efficiency and affordability. Ms. Swirsky spoke about the coordination with local agencies and their planning efforts, including Bend Park and Recreation District.

Ms. Swirsky reviewed the transportation goals remarking that the goals guide everything. She said the goals are broad and offer something for everyone. The goals are as listed:

- Increase system capacity, quality, and connectivity for all users (e.g. drivers, walkers, bicyclists, transit riders, mobility device)
- Ensure safety for all users
- Facilitate housing supply, job creation, and economic development to meet demand/growth
- Protect livability and ensure equity and access
- Steward the environment
- Have a regional outlook and future focus

Ms. Swirsky said the city has studied existing conditions, identifying traffic congestion areas, high crash areas, limitations with transit, gaps in the sidewalk system, high stress routes for bicycling and expansion areas. The plan includes a low stress bikeway network and key biking and walking routes with neighborhood input. The focus is on connections, using local streets, neighborhood greenways and trails.

The board asked about the possibility of creating completely separate lanes for bikes, Ms. Swirsky responded that these lanes are the preference but very challenging and expensive. She said if the city had the right of way and the money, separated lanes would be built. Executive Director Horton recommended the use of canals for trail use to create more connections.

Ms. Swirsky said the focus of the plan is to use property that the city already controls to avoid expensive purchases and negotiations. She continued to say that the city recognizes the Bend Park and Recreation District trail plan as an element of the transportation system and will collaborate with the district for bikeway and pedestrian facility planning and construction.

The funding challenges were presented, Ms. Swirsky explained that federal and state funding is limited, fuel tax is declining, and limitations are placed on property taxes and general fund revenues. Local funding sources are uncertain and property taxes are not enough. Funding strategies include new taxes and bonds to fund the project.

The board expressed their appreciation and support for additional trails.

## 2. Park Services Report: Custodial Program – *Jason Monaghan and Glen McClean*

Mr. McClean gave an overview of the custodial program. The department consists of 19-24 staff members that clean about 22 hours of the day in shifts. As the district has grown, so has this department. Mr. McClean explained the need for standardizing the department and outlined the steps that were taken to do this. He said they gathered data from all of the staff to gain an understanding of how much time each task should take at the different locations. Using this data, he was able to set guidelines for tasks and staff appropriately. The staff scrutinized the use of chemicals and streamlined the process of mixing the chemicals and reduced the number of them that are used. Overall, best practices were identified and a more efficient and healthier department resulted. In addition, cost savings were realized and staff retention increased as well.

Mr. McClean spoke about turning complaints in to testimonials. Working as a team with standards made people happier to work, resulting in better facilities. He said he believes his department is the most complimented department in the district. As the district continues to grow, Mr. McClean said there will be challenges in his department. Since he is running with such a lean crew, staff will need to be added. Maintaining morale, consistency in the department and succession planning will also have to be considered.

## 3. CAPRA Overview – *Michael Egging*

Mr. Egging gave an overview of Commission for Accreditation of Park and Recreation Agencies (CAPRA). He said it is a set of standards and procedures for evaluation that serves as a guide to agencies to improve the performance and quality of the standards and promote excellence and educate. The CAPRA accreditation process serves as a district-wide process that allows the district to take a complete and in-depth look at the way the district operates, ultimately making the district a stronger entity.

Mr. Egging showed the board the categories that are judged:

1. Agency Authority, Role and Responsibility
2. Planning
3. Organization and Administration
4. Human Resources
5. Financial Management
6. Programs and Services Management
7. Facility and Land Use Management
8. Public Safety, Law Enforcement and Security
9. Risk Management
10. Evaluation, Assessment and Research

The district was awarded accreditation in 2015, the self-assessment this time will include a review of the 2015 submission. Staff will work to update the submission and refine it, collect and create new documents, and edit and write narrative to complete the new draft. Mr. Egging commented that great strides have been made over the last five years and the self-assessment needs to reflect this

growth. Once the accreditation is complete, the document serves as a living document to guide the work that staff does. It is a five-year process to complete the accreditation; once it is finished, the process starts over again.

#### 4. Legislative Update – *Don Horton*

This topic was moved to a meeting in September

### **CONSENT AGENDA**

#### 1. Meeting Minutes – 07/16/2019

***Director Sprang made a motion to approve the consent agenda. Director Mendez seconded. The motion passed unanimously, 4-0.***

### **EXECUTIVE DIRECTOR'S REPORT:**

- Executive Director Horton shared that he, Ms. Healy and Director Schoenborn would be attending the NRPA Conference in Baltimore this fall.
- He addressed the emails that have been coming in about water access for dogs and said the district is working on a river study and likely there will be more opportunities for dogs. He said it is tough to manage the riparian areas with dog access, but said it was important because the river access next door may eventually go away.
- He spoke about the sand volleyball courts that need a new location. The district has been meeting with the organization to help find space, the best opportunity for six courts is Pine Nursery.
- The district is making some videos for onboarding and CAPRA needs, there will likely be a videographer at a board meeting in September to capture footage of a board meeting.
- Executive Director Horton asked the board if they would like to send a letter to the city to request a look at the corridors that aren't being used and take a closer look at how the District can help create trails. The board decided to wait to hear further updates that are expected and write a more informed letter.

**PROJECT REPORT** – Attachment in board report

**BOARD MEETINGS CALENDAR REVIEW**

**GOOD OF THE ORDER**


**ADJOURN 7:50**


**EXECUTIVE SESSION** – The Board met in Executive Session upon adjournment of the regular meeting pursuant to ORS 192.660(2)(e) for the purpose of discussing real property transactions and ORS 192.660(2)(h) for the purpose of consultation with counsel concerning legal rights and duties regarding current litigation or litigation likely to be filed. This session was closed to all members of the public except for representatives of the news media.

Prepared by,  
Sheila Reed  
Executive Assistant

  
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Ted Schoenborn, Chair

*ABSTAIN*  
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Nathan Hovekamp, Vice-Chair

  
\_\_\_\_\_  
Lauren Sprang

  
\_\_\_\_\_  
Jason Kropf

  
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Ariel Mendez

