



including taxes. She shared her opinion that the development of Bend is ruining the peaceful lifestyle and Bend is becoming "Portland on the Deschutes". Ms. White said she objects to spending on more of these parks and other recreational pursuits when we have enough of it all. She added that taxpayers are over burdened with a lot of nonsense and non-necessities and said it is time for some good sense and limits.

## **WORK SESSION**

### **1. Update on Parks and Facilities – *Michelle Healy and Matt Mercer***

Ms. Healy said there have been no new changes to guidelines for parks due to COVID-19. She said stewardship staffing has returned to traditional levels for the fall and are managing well and commented that there has been less vandalism to district properties. She reminded the board that the district has two drop off sites for voter ballots, one at the Park and Float area and one at Pine Nursery Park.

Mr. Mercer said that since last meeting, the smoke has cleared and programs have resumed. The Pavilion programs went online on Monday and will be opening up November 2 with modified scheduling for November and December. He said registration is going well.

Mr. Mercer gave an overview of programming and open skate:

- Full hockey will not be offered, will instead offer skills and drills and modified competitions
- Curling will be modified
- Open skate will be available at reduced capacity
- Skate registration will be similar to the family swim at Juniper
- Drop in visits will be allowed if space is available
- People will be guided to the outdoor area and not allowed to linger inside.

Mr. Mercer explained the following areas that the district must follow strict COVID-19 guidelines:

- Employer & Face Covering Guidance
- Childcare & Early Education: all programming for kids under 12, Team Up program is operating under this set of guidelines.
- Youth Programs (Summer Camps)
- Recreational Sports
- Fitness Related Organizations
- Swimming Pools, Spas and Sports Courts
- Indoor and Outdoor Entertainment Facilities
- Venue and Event Operators
- Outdoor Recreation Organization

Mr. Mercer next spoke about the enrollments in the Team Up program. He stated that the programs are fairly full with few waiting to get in. Distribution is fairly even over the grades, there is a slight drop off in 4<sup>th</sup> and 5<sup>th</sup> grades. Staff is trying to sort through the logistics of the program when K-3 start the hybrid school schedule and he anticipates that demand will remain steady even through the hybrid program.

Mr. Mercer said 64% of the Team Up program participants are receiving financial assistance, with the majority considered high need. The board asked if the families in this program are new to the district

or have participated in other district programs through district scholarships. Mr. Mercer did not know this information, but replied that it could be cross-referenced to find out.

Mr. Mercer spoke about the financials of the Team Up program, explaining collected fees, scholarships and the gaps that have been filled by the CARES Act.

- \$193,500 in Collected Fees
- \$251,000 in Scholarships/Fee Reductions
- \$225,000 Gap
- City of Bend CARES - \$50,000
- County/Better Together CARES - \$175,000

He said without the extra resources, the district would have spent all of the district scholarship budget. He said the CARES funding has been critical to the program and will keep the district whole for the first six weeks of Team Up. As the program goes forward, the district will be able to use some internal funding as this program extends through the calendar year.

The board asked how much scholarship money the district has and if the district has participated in creating the guidelines. Mr. Mercer responded that \$420,000 was budgeted for this year, which is more than prior years. He said the district has been able to participate in some of the OSHA guidelines.

## 2. DEI Update – *Sarah Bodo and Natalie Broadus-Beard*

Ms. Bodo shared the background on the Diversity, Equity and Inclusion Program. She said it stemmed from the Strategic Plan that calls for development of a value statement, policies and training opportunities. She said that a DEI staff workgroup has worked on the following:

- Researched DEI approach by agencies and organizations
- Contacting consultants
- Sharing resources with staff

Through the research that has already started, Ms. Bodo said that it is recommended to begin with an assessment that gives more direction for the organization.

Ms. Broadus-Beard spoke about the consultant hiring process that has begun:

- Request for quotes
- Target to award contact by the end of November
- Scope of work to be refined with consultant
  - Assessment
  - Evaluate results
  - Action plan for next steps
  - Engage staff, the board and external stakeholders

Ms. Broadus-Beard asked the board if they had any recommendations that they would like to share. The board asked how staff plans to address the long-term goal of a more diverse staff and uphold non-discrimination requirements. Ms. Broadus-Beard responded that staff wants to ensure a

welcoming and diverse workplace. She said she would like to recruit more people to the district and continue with the district outreach that is already happening for programs. Executive Director Horton said staff will be looking more broadly at DEI, but one part that staff is looking to identify is if there are roadblocks to employment at the district and how barriers can be reduced if this is identified. He added that these things will take time and the workforce is just a piece of DEI.

Ms. Broadus-Beard talked about the next steps:

- Board update once the consultant has been hired
- Budget is for this fiscal year, initiative should continue into future years

The board recommended that the assessment be conducted by the consultant and not done internally. This may cost more and the board suggested adding more funds to the budget. The board asked if the district efforts will be shared with the shared governance group (made up of representatives from other government agencies to discuss community wide issues). Executive Director Horton said that he would like the efforts by the district and the efforts by the shared governance group to be complimentary. One of the benefits of this group may be coordinating shared trainings in DEI amongst the agencies.

### **CONSENT AGENDA**

1. Minutes – 09/15/2020

***Director Kropf made a motion to approve the consent agenda. Director Schoen seconded. The motion passed unanimously, 5-0.***

### **BUSINESS SESSION**

1. Resolution No. 2020-10 - Update SDC project list – *Michelle Healy*

Ms. Healy said in 2019 the board adopted a new SDC methodology. She explained that the ordinance associated with the adoption of the SDC methodology allows changes to be made by resolution. The proposed change that is being requested is to the SDC project list. She said the change does not impact the total project list cost estimates. Ms. Healy said staff would like to add a new project titled Trail Acquisition and Crossings and remove a neighborhood park project by the same amount for a park that is not likely to be built within the next 10 years. This park is north of Shevlin Park Road. Enough money will be left in the park budget to acquire the land for the park if it becomes available.

The board asked for an explanation of the SDC reimbursement fund. Ms. Healy explained that reimbursement SDC's compensate ratepayers for their prior funding of capital improvements. The district rate for the reimbursement fund is about 8% and there are less restrictions on these funds. This allows the district to use this 8% to fund past projects that existing resident fees were not able to fully fund.

***Director Schoenborn made a motion to adopt Resolution No. 2020-10, Amending the SDC Capital Projects List, effective October 6, 2020. Director Méndez seconded. The motion passed unanimously, 5-0.***

## 2. Increased Contingency on Professional Services Contract for Drake Park Bank and Trail – *Brian Hudspeth*

Mr. Hudspeth said this request is an unusual request. He gave a brief background on the project and said that it is currently in the permitting process with the City of Bend. He said the contingency funds that were passed for this project have been spent on extra survey work and design changes. In addition, the State Historic Preservation Office (SHPO) has determined that Drake Park is an eligible property for inclusion to the National Historic Registrar and the stone wall removal must be addressed through a Section 106 process. As a historic piece of property, the district must develop signage that explains the history of the park and the relevance of the rock wall bank at Drake Park. Mr. Hudspeth said the cost to address the section 106 process exceeds what is left in the contingency fund and asked for an increase in the contingency. He added that the additional contingency may cause the overall project funding allocation to exceed the amount included in CIP. Staff is planning to strategize this and bring back to the board at the board workshop.

The board asked who is responsible for getting permits and if the required signage impacts the costs. Mr. Hudspeth said the contractor, GreenWorks PC, does the work to get the permits and the district signs them; he said it was a surprise to everyone that SHPO identified the rock walls as an issue to be addressed. He also confirmed that the sign costs are included in the needed additional contingency.

A board director asked if there is a concern about pushing forward this project when the district does not have all the needed easements. Mr. Hudspeth replied that it is a concern, but said he does not think that staff should stop working on the project because there is a timeline that needs to be followed that is dictated by the permits and memorandum of agreement (MOA) that has been signed with the US Army Corp of Engineers (USACE) and SHPO. He added it would take too long to get the project started again if staff were to stop. Executive Director Horton said the district has more than \$800,000 in the project and the district needs to find a way to get the easements and added that two of the seven easements needed are still being negotiated.

***Director Méndez made a motion to authorize an additional \$53,900.00 of contingency for the contract with GreenWorks, PC on the Drake Park Bank and Trail Improvement Project for a total project budget not to exceed \$910,596.22. Director Schoen seconded. The motion passed unanimously, 5-0.***

### **EXECUTIVE DIRECTORS REPORT**

- Executive Director Horton asked two board members to volunteer to serve on the Human Resources Policy Committee to review district policies. Directors Schoen and Schoenborn volunteered.
- The meeting for November 3 is canceled due to a light schedule and the election.

### **PROJECT REPORT**

### **BOARD MEETINGS CALENDAR REVIEW**

### **GOOD OF THE ORDER**

- Director Kropf said that with the affordable housing discussion coming up, he suggested inviting Lynne McConnell to come and present to the board the city's projections of the anticipating need for SDC waiver requests. Director Hovekamp said he interested in the discussion and expressed some concern about the impact to the SDC funds.
- Director Schoenborn gave his praise to Director Hovekamp for his written response to the city regarding their request of further SDC waivers.

- Director Schoen attended a webinar on engaging local government leaders. Lakewood, Colorado planning department was discussed because they developed an online process for holding public hearings. Public participation increased by 800% with 90% of attendance occurring online. She would like to send a link to staff to look into for consideration. She suggested adding to the Executive Directors report the staff that complete the CPRP certification.
- Director Hovekamp said he is pleased with the board for signing an elected officials' letter against white supremacy. He spoke of the events that took place last weekend at Pilot Butte Neighborhood Park. He said people may be behaving in ways that they normally would not due to additional stress, but said we should never tolerate or accept prejudices, racism and white supremacy. He added that there cannot be two sides to some issues, there is only the right side. He suggested that in these stressful times, it is important to go out of our way to look for joy.

**ADJOURN:** 7:04 pm

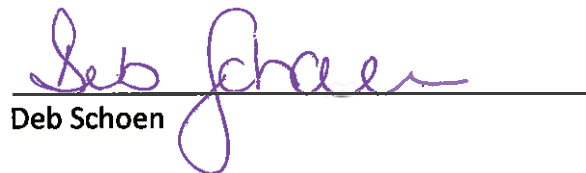


Prepared by,  
Sheila Reed  
Executive Assistant

  
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Nathan Hovekamp, Chair

  
\_\_\_\_\_  
Ariel Méndez, Vice-Chair

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Jason Kropf

  
\_\_\_\_\_  
Deb Schoen

  
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Ted Schoenborn