



# Board of Directors

January 18, 2022

District Office Building | 799 SW Columbia | Bend, Oregon



*A video of the entire board meeting can be viewed on the website:*

<https://www.bendparksandrec.org/about/board-meeting-videos/>

## **BOARD PRESENT**

Ariel Méndez

Deb Schoen

Jason Kropf

Nathan Hovekamp

Zavier Borja

## **STAFF PRESENT**

Don Horton, Executive Director

Michelle Healy, Deputy Executive Director

Julie Brown, Manager of Communications and Community Relations

Kristin Donald, Administrative Services Director

Matt Mercer, Director of Recreation

Sheila Reed, Executive Assistant

Henry Stroud, Trail Planner

Sara Anselment, Park Planner

Bronwen Mastro, Landscape Architect

Sabrina Pinkerton, HR Specialist

John Batacan-Wilson, HR Specialist

Kevin Moriarty, Natural Resources Manager

## **LEGAL**

Paul Taylor: Bryant, Lovlien & Jarvis Attorneys at Law

## **5:30 p.m. MEETING CONVENED**

## **STAFF INTRODUCTIONS**

Sabrina Pinkerton, HR Specialist

John Batacan-Wilson, HR Specialist

Kevin Moriarty, Natural Resources Manager

## **VISITORS**

None

## **WORK SESSION**

### **1. Comprehensive Plan & Level of Service Update – *Henry Stroud and Sara Anselment***

Mr. Stroud said the district level of service (LOS) is used to measure how well the district is meeting the needs of the community. It is measured by park acres and trail miles per 1,000 residents. The targets are set in the comprehensive plan and calculated annually. He spoke about the population of the district and the continuing growth that impacts the district's ability to maintain LOS goals.

Mr. Stroud spoke about several new projects that have been recently completed and some in progress, but mentioned that even with all the new projects, the district level of service cannot keep up with the growth. He explained the various types of parks and trails and how each type fits within the level of service goals. He next talked about the watershed analysis and how the district is using this to measure level of service by safe proximity to parks and trails and a new tool that is being created with equity mapping.

Ms. Anselment gave an update on the comprehensive plan projects. There are 99 projects:

- 30 in progress
- 19 Complete
- 48 Not started
- 2 Removed

She reviewed the type and priority of the projects. Mr. Stroud explained more about the equity mapping tool to the board at their request.

## **CONSENT AGENDA**

### **1. Minutes: 01/04/2022**

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

## **BUSINESS SESSION**

### **1. DEI Initiative Final Assessment Report Acceptance – *Bronwen Mastro and Talitha Consultants***

Ms. Hnin gave some background of her work with the district and described her report as being about recommendations: immediate, intermediate and long term. She reviewed the following recommendations.

Internal recommendations:

- Plan and coordinate district-wide learning and development
- Formalize DEI workgroup into a committee
- Collect internal and external socio-demographic diversity data
- Evaluate and if needed expand communication which job announcements are posted
- Retention
- Board chair and vice chair hold listening sessions with the public

**External Recommendations:**

- Target outreach to young patrons
- Maintain a system to monitor and report of demographic diversity of stakeholders
- Adding equity as an organizational value
- Improve program registration process

Ms. Mastro said staff recommends that the board accept the report from Talitha Consults as a guide for creating the district DEI action plan. She reviewed the timeline for creating the action plan and let the board know that it would come back for board approval.

***Director Schoen made a motion to accept the Talitha Consults DEI report as a guide to create the district DEI action plan. Director Borja seconded. The motion passed unanimously, 5-0.***

**EXECUTIVE DIRECTOR’S REPORT**

Executive Director Horton shared the following:

- He reminded the board about a tour of the COID property at 2:30 on Thursday.
- He said the board Self-evaluation is due on the 20th
- He informed the board about an outreach opportunity on Thursday for the Parrell Road property that staff is calling project #155. He added that there is a Spanish version of the meeting being held tonight.

**PROJECT REPORT**

**BOARD MEETINGS CALENDAR REVIEW**

**GOOD OF THE ORDER**


- Director Borja said he is looking forward to the COID tour on Thursday.
- Director Schoen shared that the art pieces that have been selected for Alpenglow Park will be on display in the community with opportunities for the public to comment. She added the selection will be made in February. She also acknowledged an email received from a resident about a desire to have a bridge in the south canyon.
- Director Kropf said he enjoyed the presentations tonight and thought the topics complimented each other well.
- Director Méndez told the board that he and Executive Director Horton met with Eric King and two city councilors. They discussed parking, fish passage, permit process for the DRT and the city’s desire to put in new restrooms near Drake Park.

**ADJOURN** 7:41 pm



Prepared by,  
Sheila Reed  
Executive Assistant

  
Ariel Méndez, Chair

  
Jason Kropf

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Zavier Borja

  
Deb Schoen, Vice-Chair

  
Nathan Hovekamp