

Board of Directors

March 15, 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
Brian Hudspeth, Development Manager
Bronwen Mastro, Landscape Architect

5:30 p.m. MEETING CONVENED

VISITORS

None

WORK SESSION

 Needs Based Assistance Annual Report and Recommendation for Fiscal Year 22-23 – Matt Mercer

Mr. Mercer explained the Needs-based Assistance Program as a combination of the scholarship program, outreach and partnerships and targeted programs that are free or low cost. He said COVID impacted the year 2020 that was on the trajectory to exceed the prior year and due to a reduction of services offered, the scholarship use declined. He added that Increasingly, the district is serving more high need people over the past couple of years.

Although the amount of people served in the scholarship program decreased, the dollar amount has increased as the district has lowered the requirements and offered higher assistance amounts. Most scholarships are used for youth recreation, including Kids INC.

Mr. Mercer reviewed where the scholarship dollars come from: grants, tax support, cell phone tower leases, sponsorships and donations. He explained that grant funding for FY 21-22 made the higher support scholarships possible and said he is unsure if grant funding will continue.

Mr. Mercer reviewed the planned assistance levels for the upcoming fiscal year, projected scholarship uses and funding sources. He spoke about the supporting plan to continue outreach efforts, recreate targeted programs, increase emphasis on equitable registration access, integrate efforts with the DEI plan and seek other funding sources.

CONSENT AGENDA

- 1. JSFC Pool Tank replacement project design build post construction evaluation
- 2. Minutes 3/01/2022

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

BUSINESS SESSION

1. Award Construction Contract Hollygrape Park ADA - Jason Powell

Mr. Powell spoke about the location and history of the park. He explained the repairs that will be done in the park. He said the work has been delayed due to the pandemic; the recent bids came in higher than the bids from a couple of years ago and will need additional money to be approved for the project.

Director Kropf made a motion to authorize the executive director to award a construction contract to Wilson Curb Inc., for construction of the Hollygrape Park ADA Renovation project for a total amount of \$140,750, and to approve an additional 10% construction contingency of \$14,075, for a total construction budget not to exceed \$154,825. Director Borja seconded. The motion passed unanimously, 5-0.

2. COCC/OSU Scholarship Program Approval – Matt Mercer

Mr. Mercer said he does not have a lot to add to this subject since last meeting when he spoke to the board. He explained some of the savings to the district of the scholarship program by saving on other benefits. He said the projected budget impact is expected to be small.

The scholarships are not needs-based and are open to all majors.

Director Hovekamp made a motion to approve the OSU Cascades/COCC Kids INC Scholarship Program and authorize the executive director to execute an agreement for the program. Director Schoen seconded. The motion passed unanimously, 5-0.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Horton reminded the board of upcoming important dates. In-person meetings are starting in April, he asked the board to think about running board meetings virtually on concert nights. He spoke about the trail work at Drake Park stating that a couple of the ponderosas in the plan are likely to be preserved in the project.

PROJECT REPORT

BOARD MEETINGS CALENDAR REVIEW

GOOD OF THE ORDER

- Director Hovekamp said he is looking forward to in-person meetings and commented that he
 has learned again that board members are most effective when staying at policy level.
- Director Schoen said she is on vacation in Palm Springs, she toured three parks and met with the director. She said it was a good experience and learned about the priorities of that district. She commented that BPRD district staff is excellent and is honored to serve with this board.
- Director Borja acknowledged that this is women's history month and spoke about the lifting
 of the mask mandates and keeping district spaces as safe and inviting with where people are
 at with masks. He said he attended an event at OSU Cascades and he was impressed that
 seven BPRD staff were also in attendance.
- Director Méndez said he and Director Schoen and Executive Director Horton met with city staff and a city councilor. They talked about some errors that were presented at the last meeting and asked the board to check their email for the updates. He mentioned the district's attempt to be a part of the safe parking program and said the district could not get approval from the county due to zoning requirements for a location that was selected. There is a city project for restrooms that the district may help with and a presentation will be brought to the board. He shared some drawings of some root systems and commented on the difficulty for staff to make judgements about knowing what is below ground due to the complexity of tree root systems.

ADJOURN 6:48 pm

Prepared by,

Sheila Reed

Executive Assistant

Ariel Méndez, Chair

Nathan Hovekamp

Deb Schoen, Vice-Chair

Jason Kropf

Zavier Borja