

5:30 p.m. MEETING CONVENED

VISITORS

Scot Brees: Mr. Brees remarked about the quality of care that he has witnessed online and in person by staff in response to the whitewater park tragedy.

WORK SESSION

1. Employee Engagement Survey – *Sheila Reed and Bob Lavigna*

Ms. Reed introduced Bob Lavigna with CPS HR Consulting the contractor that conducted the district employee engagement survey. She stated that the district engagement surveys were previously done internally, but district leadership recognized that a more sophisticated survey should be performed. She said CPS HR offers a unique opportunity to benchmark results with other government and private agencies.

Mr. Lavigna gave some background on CPS HR, the survey, the additional questions asked and the process. He said participation was high and results overall were very positive. The district employee responses came out much higher when benchmarked with other government agencies and private industry. He discussed the key drivers of engagement, the definitions, some of the results of the survey and areas to improve and maintain.

Questions asked that were identified as areas for improvement:

- When changes are made in my organization, they are usually for the better
- I feel encouraged to seek professional development opportunities

Questions asked that were identified as areas to maintain:

- I feel that my organization as a whole is managed well
- My organization keeps me informed about matters that affect me
- My organization is successful at accomplishing its mission
- I feel I can make a difference by working here
- I regularly receive the information I need to do my job well
- My supervisor motivates me to be more effective in my job
- My supervisor helps me to understand how I contribute to my organization's mission
- I feel valued for the work I do
- I feel like I belong here

Mr. Lavigna explained the results of the survey on DEI, life factors and intentions to stay or leave questions. He next reviewed engagement levels by demographics.

Executive Director Horton spoke about next steps and agreed with Director Borja that engaging other local agencies to bring a holistic approach to DEI issues could be a good approach.

2. District Sustainability Plan –Sasha Sulia, Bronwen Mastro and Joanna Edwards

Ms. Edwards introduced the district sustainability plan, she gave a history of the sustainability committee and the seven initiatives identified in the policy. She explained the employee engagement form that is used for employees to make suggestions including an e-bike program that has been included in the next fiscal year budget. She shared how the plan was created and goals for the areas of improvement.

Ms. Sulia spoke about the Strategic Energy Management (SEM), she explained the program, the goals and who is involved internally and in the community. She reviewed the performance tracking tool for energy use in the facilities. She pointed out the progress the district has made in saving energy particularly at Juniper Swim and Fitness and discussed the results and milestones that have resulted in savings and monetary awards from the program.

Ms. Mastro explained the Community Solar program that the district has recently committed to using. She gave the history of the program and spoke about how the district will be using the power.

CONSENT AGENDA

1. Minutes 4/5/2022
2. Minutes 4/19/2022

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

BUSINESS SESSION

1. Adopt Resolution No. 2022-02 – Adopting a Revised Fee Schedule for System Development Charges, effective July 1, 2022 – *Kristin Donald*

Ms. Donald explained the system development charge (SDC) fee is revised annually and tied to the upcoming budget. She reviewed the methodology for revising the fee. She showed the board the 9.82% impact to the SDC fees and gave a background on how the fees have risen and dropped over the years.

Director Kropf said he would have liked the presentation to encompass more than raising the SDF fee and speak about the district's role for affordable housing and SDC waivers. Director Hovekamp responded that the revised SDC fee is an annual agenda item.

Director Hovekamp made a motion to adopt Resolution No. 2022-02, Adopting a Fee Schedule for System Development Charges effective July 1, 2022. Director Schoen seconded. The motion passed, 4-1. Director Kropf voted against the motion.

2. Bend Elks Baseball Club Lease Amendment – *Kristin Donald and Don Horton*

Executive Director Horton presented the background on the Vince Genna Stadium, he explained the use of the facility was minimal prior to the Bend Elks leasing it. The requirements of the lease include a responsibility to the tenant to keep the stadium in good condition and make capital improvements. The capital improvement projects have included ADA improvements, netting, beer garden upgrade, paved parking lot and now the infield turf. The Bend Elks are requesting a modification to the lease to ensure that they can get the value from the investment in the turf.

Director Borja made a motion to authorize the executive director to negotiate and sign amendments to the leases with the Bend Elks Baseball Club that extends the term of the leases to expire in 2038 and allows for the Bend Elks to convert the grass infield to an artificial turf infield and to assure that the carpet of the infield is replaced in year 10 of the amended lease term. Director Hovekamp seconded. The motion passed unanimously, 5-0.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Horton covered the following topics:

- He asked the board if they would like to have virtual board meetings on days that concerts are scheduled. The board indicated that they would like to try the first meeting and see how it goes before making any changes.
- He reviewed the summer calendar with the board to ensure a quorum for the meetings.
- He asked for two board members to volunteer for the SDAO Leadership Academy. Director Schoen volunteered.
- He told the board the SDAO Self-Evaluation is in their files and asked them to review it and offered to add to a future agenda if the board would like to discuss.

PROJECT REPORT

BOARD MEETINGS CALENDAR

GOOD OF THE ORDER

- Director Kropf commented on the young person that lost his life last weekend and encouraged staff to find out what happened.
- Director Borja said he really appreciates seeing staff out and involved in other functions. He also commented on the tragedy at the Whitewater Park.
- Director Hovekamp addressed the SDC agenda item and said that he would hesitate to support revising the SDC methodology on a frequent basis.
- Director Schoen attended the open house at Little Fawn Park, she said staff made it interactive and tried to involve all guests. She mentioned that she tried the pool at Juniper and said the pool bottom was wonderful. She also acknowledged that she values public comment and the emails that the board receives for more amenities.
- Director Méndez made positive remarks about the footage of the pedestrian bridge that just went in at Alpenglow park.

ADJOURN 8:12 pm

Ms. Donald thanked staff for their work on the audit, explained why the report is done annually and introduced Ms. Bartlett. Ms. Bartlett explained the audit and praised the district for the work that staff does on the Management and Discussion Analysis (MD&A) every year. Ms. Bartlett led the board through various pages of the document and explained what the auditors were looking at in the audit.

Director Borja made a motion to accept the Bend Park and Recreation District's audited Annual Comprehensive Financial Report for the fiscal year 2020-21. Director Hovekamp seconded. The motion passed unanimously, 5-0.

2. Approval of name for the park in the Petrosa subdivision – *Rachel Colton*

Ms. Colton reviewed the naming categories and process for naming a park. She reviewed the location, size, history and features of the park that needs to be named and said it will open in fall of 2022. Ms. Colton explain the process for naming this park which included public engagement, staff recommendation, naming committee review and finally board approval. The naming committee recommended Fieldstone Park as the name for this new park.

Director Schoen made a motion to approve Fieldstone Park as the name for the "Petrosa" neighborhood park property. Director Borja seconded. The motion passed unanimously, 5-0.

3. Approve Purchase and Sale Agreement with the City of Bend for the Boyd Acres property – *Don Horton and Michelle Healy*

Executive Director Horton explained the need for the district to have a new shop space for district operations. He spoke of the several options that were considered prior to the availability of the city of Bend utility department building. He said this building became the first choice due to location, cost, configuration and size. The current district shop on Simpson will continue to stay in operation and the new shop will be in addition. He explained some unique conditions including date of purchase, price collar with maximums and minimums from current appraised value, earnest money, and feasibility period.

Director Hovekamp made a motion to authorize the executive director to enter into a purchase and sale agreement with the city of Bend to acquire real property located at 62975 Boyd Acres Road for a purchase amount not to exceed \$7,150,000 plus any related due diligence and closing costs. Director Schoen seconded. The motion passed unanimously, 4-0. Director Borja abstained from the vote.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Horton spoke about the fish passage project. He said that at the last meeting the committee agreed to hire an engineer to do conceptual planning and the process is going well. The committee is exploring funding options through stimulus money and Upper Deschutes Watershed Council (UDWC) will apply for a grant.

PROJECT REPORT
BOARD MEETINGS CALENDAR REVIEW
GOOD OF THE ORDER

- Director Hovekamp thanked board leadership and staff for the planning of board meetings and the calendar. He commented that the asset management plan and ACFR discussed tonight are big achievements. He thanked staff for the presentations tonight.
- Director Schoen attended the BPRD foundation meeting, she remarked that they passed their audit as well. She acknowledged letter received by the board about additional sand volleyball courts, she is looking forward to hearing more about this.
- Director Kropf wished everyone a happy healthy new year and said he is looking forward to a productive year.
- Director Borja said he is excited about new staff and agreed that the meetings are set up well and appreciates the staff presentations.
- Director Méndez said he has regrets about the parking conversation at the board retreat. He said he would like to have more and better conversations. He would like see staff present to the board alternatives to expanding parking and named several projects that money could be spent on instead of parking lots. He remarked about an incredible year and said the board and staff have accomplished a lot in 2021.

ADJOURN 8:07 pm



Prepared by,
Sheila Reed
Executive Assistant



Ariel Méndez, Chair

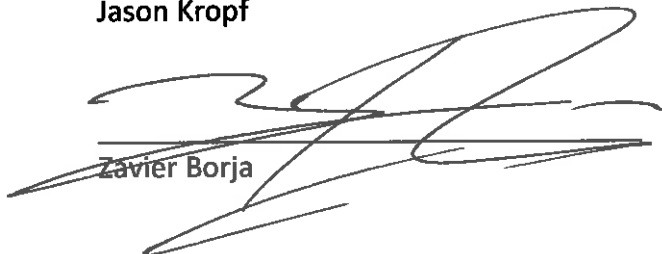


Deb Schoen, Vice-Chair

Jason Kropf



Nathan Hovekamp



Xavier Borja