



Board of Directors

June 21, 2022

District Office Building | 799 SW Columbia | Bend, Oregon

AGENDA

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

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

BOARD PRESENT

Deb Schoen

Jason Kropf

Nathan Hovekamp

Zavier Borja

Ariel Méndez

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

Brian Hudspeth, Development Manager

LEGAL

Paul Taylor: Bryant, Lovlien & Jarvis Attorneys at Law

MEDIA

None

VISITORS

None

WORK SESSION

1. Recreation Registration Update – *Matt Mercer*

Mr. Mercer shared that the recreation department was successful in obtaining a large grant through Oregon State legislative funds to use this summer 2022 for enhance program access. The grant monies will be focused on assisting underserved community members through increased scholarship assistance, distributing free summer family facility passes, and increasing the percentage of funding towards program and pass assistance. During the past three years, BPRD recreation has received about one million dollars in grant funding, which is outstanding, but not typical, and this particular grant funding will not be available again.

Board members expressed their gratitude to all the staff involved to obtain this grant that will serve many of our patrons in need of assistance and reducing barriers. Director Méndez asked if there were other areas the district could still do more to reduce barriers and if there is a referral program for families who may still be

unaware of the services available to them. Mr. Mercer discussed transportation being the primary area for improvement and the current work being done with local groups to reach as many children and families. One new partnership has started with Friends of the Children and it being used as a pilot program.

Director Borja asked if community members understand that this current amount of assistance is a beyond normal and may not continue. Mr. Mercer says recipients understand it's temporary and have been very grateful for what was has been available to them at this time.

Mr. Mercer then discussed the registration process for summer 2022 and the "perfect storm" that created the problems patrons and the district encountered. In order to improve the overall registration process and prevent complications for the future, an internal team was developed. Their focus areas are: schedule options, technology optimization, process improvements, communication, priority, and equity.

Finally, Mr. Mercer discussed the KidsInc program and the largest outreach effort done by the district to improve the process for families utilizing this resource which included online surveys, townhalls at elementary schools, and meetings with stakeholders. Results from the surveys and in person meetings were generally congruent with minor variations. Outcomes from the results included:

- Lottery system stayed in place
- Applicants were asked about need of the program for their family
- Offering full time and part time options
- Reserving a percentage of space for marginalized community members

Director Hovekamp, Director Borja, and Director Méndez all asked clarifying questions which Mr. Mercer answered to their satisfaction. Director Shoen expressed her congratulations on receiving the scholarship and the success of the survey and outreach.

CONSENT AGENDA

1. Minutes 6/7/2022

Director Borja made a motion to approve the consent agenda as presented. Director Schoen seconded. The motion passed unanimously, 4-0, with Director Méndez abstaining as he was not present at the June 7th meeting.

BUSINESS SESSION

1. Adopt Education Assistance Policy – *Theresa Albert*

Ms. Albert explained the updated guidelines and provisions of this policy. She stated the value the district has for employees who want to learn and grow and that the e-team recognizes this policy acts as a retention tool for staff. The reimbursements will be handled by a 3rd party administrator, PBS (Professional Benefits Services).

Board members asked a variety of questions regarding the plan, funding, prioritization. Ms. Albert and Director Horton answered and satisfied their questions. Director Borja added that as an individual who took a longer path for education along with his career, he expressed great appreciation for this policy and sees it as a major retention tool for the district.

Director Hovekamp made a motion to adopt the Education Assistance policy effective July 1, 2022. Director Borja seconded. The motion passed unanimously, 5-0.

2. Accept Mirror Pond Donation from Mirror Pond Solutions – Don Horton

Director Horton provided a review of Mirror Pond being brought to the district as a donation and the general terms and conditions of the donation agreement which have not changed since the last update given to the board. He also reiterated that the donation does not impact Resolution #430 regarding the agreement with the City of Bend.

Director Hovekamp asked Mr. Taylor if the title could be labeled as “clear”. Mr. Taylor said that it is as clear as something like this can be given the nature of the situation and explained the reasons, satisfying Director Hovekamp’s concern.

Director Schoen made a motion to authorize the executive director to finalize the donation agreement and execute all closing documents required for the acceptance of the Mirror Pond property from MPS. Director Hovekamp seconded. The motion passed unanimously, 5-0.

EXECUTIVE DIRECTOR’S REPORT

1. The surf wave has been reopened and has been successful so far. Staff are watching carefully and monitoring use daily. The district has received a handful of community comments. Review on the leash ban will be done at the end of the season and Ms. Brown and Ms. Sulia will work to consolidate information before coming back to the board with the report in September or October.
2. As mentioned at the previous board meeting, a member of the Naming Committee has stepped down. Director Horton asks if the board approves that the one applicant not selected during the original application process be appointed into the position if he is still interested. The district is also planning to stagger appointments to the committee in the future as that was not considered when the policy was first written. The board agreed with both items.

PROJECT REPORT

N/A

BOARD MEETINGS CALENDAR

GOOD OF THE ORDER

1. Director Hovekamp thanked his fellow board members for listening to his suggestion at the previous board meeting to revisit the South Canyon trail and bridge project. Planning staff will be using the summer to prepare a presentation to the board in September.
2. Director Méndez provided updates from his meetings with City of Bend council members. Topics included the Riverfront Street project, bridge jumping, the new bike share program, reallocating transient room tax funds, the South UGB and property development, and the city’s desire for a subcommittee to review SDC Waivers. Board members discussed their views on the subcommittee.
3. Director Hovekamp discussed the number of emails the board has received regarding the closed trail in the Old Mill during concerts. Director Horton says while the Old Mill has begun adding signage, more works needs to be done. He also explained why the district does not have authority based on

4. Director Borja and Director Schoen expressed gratitude to staff and the excitement of the summer weather and seeing patrons enjoying the parks.


Ariel Méndez, Chair

Jason Kropp


Deb Schoen, Vice-Chair


Nathan Hovekamp