



## Board of Directors

December 20, 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

### BOARD ABSENT

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

Sheila Reed, Assistant to the Executive Director

Michael Egging, Recreation Business Manager

Brian Hudspeth, Development Manager

Bronwen Mastro

Director Schoen opened the meeting acknowledging that this is Director Kropf's last meeting and thanked him for his service.

### VISITORS

None

### WORK SESSION

#### 1. Out of District Registration – *Matt Mercer*

Mr. Mercer explained the current of out of district practices, he said residents that reside outside of the park district boundaries pay an additional 20% fee for most programs and all facility passes exceptions include daily fees at recreation facilities and school district partner programs. Since 2012, out of district residents register at the same time as in-district. Prior to 2012, out of district residents registered one week later than in-district registrants. He said out of district registrations make up

about 10% of the district's registrations. Mr. Mercer said he wanted to discuss if this was the right time to make changes to the timing of registration for out of district patrons.

Mr. Mercer listed the advantages of changing the registration date for out of district residents as the following:

- Provides in-district residents a better chance to get into quick filling programs
- Will result in an increase in % of in-district participation in most programs
- Helps inform people of resident status

He listed the disadvantages as follows:

- Complicates the registration process and communications
- Decreases revenue by reducing number of people paying higher fees
- May result in some programs not reaching capacity or meeting minimums
- May result in people not being able to participate together
- Makes difficult for out of district resident to access high demand programs
- Alienate out of district customers

The board did not see this as a high priority and recognized the disadvantages and did not recommend making any changes at this time.

#### **CONSENT AGENDA**

1. Minutes 11/15/2022
2. Minutes 12/06/2022

***Director Hovekamp made a motion to approve the minutes. Director Borja seconded. The motion was approved unanimously, 4-0.***

#### **BUSINESS SESSION**

1. Sawyer Contract Amendment – *Bronwen Mastro*

Ms. Mastro presented a map of the Sawyer Park project and reviewed the past approvals from the board for this project and design improvements. One of the improvements includes a third access point from an existing trail to the bridge adding some extra cost and work. The expanded scope increased the need for further archeological investigations. She said staff reviewed this with the Confederate Tribes of Warm Springs and they requested a more thorough approach than the suggested shovel testing and asked staff to excavate a larger area for artifacts. The request for additional funds includes estimates if artifacts are found, further funding is included if design work needs reworking and accounts for the consultant costs.

***Director Borja made a motion to approve the addition of \$127,745.58 to the Greenworks, P.C. contract, plus an additional 10% contingency of \$12,774.56 to complete the design, archeological investigations and permitting of the Sawyer Park project. Director Hovekamp seconded. The motion was approved unanimously, 4-0***

## 2. Legislative and Advocacy Procedures: Resolution No. 2022-09 – *Don Horton*

Executive Director Horton said this topic came up due to the lack of funding that was received by certain agencies in the state during the pandemic. He said without this resolution, it is difficult to respond quickly to legislative advocacy without losing time by coming to the board for every decision. He said there are procedures in the proposed resolution including legislative priorities for the district. Executive Director Horton said he serves on the State Agency Legislative Committee and in a position to stay well informed of the issues and keep the board up-to-date.

***Director Borja made a motion to approve Resolution 2022-09 to approving the Legislative Advocacy Policy. Director Hovekamp seconded. The motion was approved unanimously, 3-0.***

***\*Director Kropf abstained from the vote.***

## 3. Board Finalists Selection – *Deb Schoen*

Director Schoen said the applicant pool was outstanding and demonstrated a wealth of experience. She thanked the candidates for their interest. She said she would be interested in interviewing the top five candidates, Director Borja agreed. Director Hovekamp suggested the top seven as finalists. The board agreed that the applicants all had extraordinary experience and decided to interview the top seven candidates. The candidate selected were named as follows:

Daniel Galanaugh  
Steve Jorgenson  
Robin Vora  
Elizabeth Hughes Weide  
Betsy Tucker  
Jodie Barram  
Donna Owens

## 4. Budget Committee Applications Discussion – *Kristin Donald*

The board agreed to wait to discuss the Budget Committee applications until after the board appointments due to applicants that applied for both positions.

### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Horton told the board that the new staff scholarship program is going well. Three professional level staff are using the scholarship to earn a bachelors or masters degree and 13 Kids Inc. staff are taking advantage of the program. He added that so far it appears to be a good retention tool for Kids Inc. Staff recently held a food drive to collect food for Neighbor Impact. He said that food will be collected until January 3<sup>rd</sup> in the facilities and to date over 4,000 lbs has been delivered to Neighbor Impact.

### **PROJECT REPORT**

### **BOARD MEETINGS CALENDAR**

**GOOD OF THE ORDER**

- Director Kropf commented on the incredible applicants, thanked the board and staff for a positive experience and effort by everyone. He shared how his family has participated in district programs and facilities. He thanked the district for having high standards.
- Director Borja thanked the applicants and thanked staff for a wonderful year.
- Director Hovekamp acknowledged the efforts that Director Kropf has made to serve on the board with a busy schedule. He said he will miss his presence on the board. He added that there are some documents in the board folder that speak to properties that are auctioned due to unpaid taxes, it has been suggested by Deschutes County Commissioner Chang to use the funds to support efforts for affordable housing. He explained that Commissioner Chang would like to propose changing the law this to allow for this. Director Hovekamp asked the board if they would be interested in endorsing this idea and mentioned that there is a budget impact to the district. The board agreed that they would be in favor of this proposal.
- Director Schoen thanked Director Kropf and complimented his contributions to the board and his State Representative position. She thanked the staff for an incredible year and said the recovery made from COVID has been like no other state agency.

**ADJOURN** 7:09pm



Prepared by,

Sheila Reed  
Executive Assistant

  
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Deb Schoen, Chair

  
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Nathan Hovekamp, Vice-Chair

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Jason Kropf

  
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Zavier Borja

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Ariel Méndez