



Board of Directors

November 21, 2023

District Office Building | 799 SW Columbia | Bend, Oregon



The Board met in Executive Session prior to the regular meeting pursuant to ORS 192.660(2)(h) for the purpose of consultation with counsel concerning legal rights and duties regarding current litigation or litigation likely to be filed. This session was closed to all members of the public except for representatives of the news media.

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

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

BOARD PRESENT

Nathan Hovekamp
Donna Owens
Deb Schoen
Jodie Barram - virtual

BOARD ABSENT

Zavier Borja

STAFF PRESENT

Don Horton, Executive Director
Michelle Healy, Deputy Executive Director
Julie Brown, Manager of Communications and Community Relations
Matt Mercer, Director of Recreation
Brian Hudspeth, Development Manager
Jason Powell, Construction Manager

VISITORS

Bill Steen: Mr. Steen said he lives in River Rim. He gave three reasons for his support of the footbridge over the river. He said his grandson lives just across the river from him and he would have better access to pick him up on his bike when he is babysitting him. He likes to be green and ride his bike everywhere he goes and explained the benefits of riding a bike for the environment. He said the bridge would open travel to that side of town for bikes. His final reason is that he believes it would help alleviate traffic congestion in town.

WORK SESSION

1. ORPA Awards

Ms. Brown introduced the ORPA Awards and explained each award.

- Ben Lewelling: Outstanding Maintenance & Asset Management Award
- Kim Johnson: Spotlight Award

- Ann Story: Excellence in Programming ORPA Aquatics Section
- Environmental Leadership Award: BPRD and Upper Deschutes Watershed Council, Riverbend South Project
- Don Horton: David E. Clark Professional Honor Award

CONSENT AGENDA

1. Minutes: 10/17/2023
2. Codify Personnel Policies

Director Schoen made a motion to approve the consent agenda. Director Owens seconded. The motion was approved unanimously, 4-0.

BUSINESS SESSION

1. Approve construction contract for Little Fawn Park – *Jason Powell*

Mr. Powell reviewed the history and budget of the Little Fawn Park project. He said this is the second round of bid and the bids that came in are still higher than what is left in the budget for construction of the park. He said he is asking for additional funding in contingency and some funds will come from next fiscal year's budget. The low bid came in from Mountain Sky Inc and the district has worked with this company before.

Mr. Powell explained some of the fixed costs of the park and said there were not a lot of areas that could be cut. He said staff recommends awarding the contract to Mountain Sky. Director Hovekamp asked that staff retain as many trees as possible and Director Owens asked what the lawn areas in the park and added that she gets a lot of questions about lawns due to the drought issues in Bend. Mr. Powell explained that only two trees will be removed, all ponderosas will remain and the lawn area will be small.

Director Owens made a motion to authorize the executive director to award a construction contract to Mountain Sky, Inc., for construction of the Little Fawn Park Project for a total amount of \$1,542,859, and to approve an additional 10% construction contingency of \$154,286, for a total construction budget not to exceed \$1,697,145. Director Schoen seconded. The motion was approved unanimously, 4-0.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Horton shared his appreciation for the staff and their ORPA awards and the following announcements:

- The Coulter property has closed, the agreement allows some of the family to live in the house for six months.
- The foundation received a charitable donation from the Joseph and Elizabeth Hoffart foundation of \$125,000 annually for the next two years.
- The district's unemployment rate is going to go down and save the district about \$500,000.
- Another donor has approached the district to include a gift in his trust for the future.

BOARD MEETINGS CALENDAR REVIEW

GOOD OF THE ORDER

- Director Barram said she had a wonderful time at the all staff luncheon and acknowledged all the staff efforts to make the event happen.
- Director Schoen gave an update on the executive director recruitment. She said the district received two applications and one did not meet minimum qualifications, leaving one candidate. She said she has shared the application with the board. She suggested that since there is one candidate, she recommends meeting with the community before the board meeting on Dec. 5 and conducting an interview before the board meeting Dec. 19. She reviewed the timeline of the process stating that if all goes well, the board would like to offer the position in the first half of January and introduce the candidate to the community later in January. Director Schoen also requested board stipends be included in the budget next year to ensure equitable access to all to serve on the board.
- Director Owens congratulated all the ORPA award winners and wished everyone a Happy Thanksgiving.
- Director Hovekamp suggested that with staff help a new board policy on SDC waivers and property tax abatement. He said a lot of the projects that are coming before the board are worthy and appropriately located, but he struggles to understand all the financial details submitted when making a decision. He said he would like to create a consistent board criterion for approving projects. He added that public funds for trails, parks etc. are being handed to developers in hopes of being passed on to people that will live in the developments. He said there must be a better way than considering projects on a case by case basis. He clarified that property taxes and SDCs are dedicated for park and recreation; the policy could provide a process that is consistent and limited for exceptions and may even consider a tradeoff that would benefit the park district as well.

ADJOURN 7:00 pm



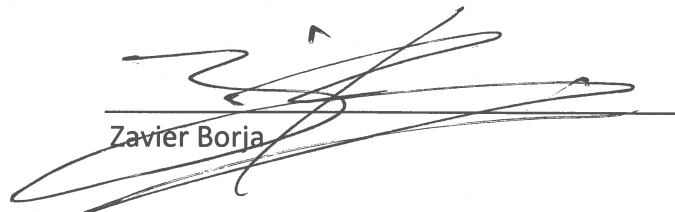
Prepared by,

Sheila Reed
Assistant to the Executive Director


Nathan Hovekamp, Chair


Jodie Barram, Vice-Chair


Donna Owens


Zavier Borja

Deb Schoen

