



Board of Directors

December 19, 2023

District Office Building | 799 SW Columbia | Bend, Oregon



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

Zavier Borja

STAFF PRESENT

Don Horton, Executive Director

Michelle Healy, Deputy Executive Director

Matt Mercer, Director of Recreation

Julie Brown, Manager of Communications and Community Relations

Kristin Toney, Administrative Services Director

Sheila Reed, Executive Assistant

Brian Hudspeth, Development Manager

Jason Powell, Construction Manager

Sara Anselment, Planner

Rachel Colton, Planner

Jeff Hagler, Park Steward Manager

Becky Rexford, Recreation Manager

VISITORS

Larry Neumann: Mr. Neumann said he moved to Bend for all the trails. He shared his support for the South UGB bridge to provide further access to trails to his neighborhood.

Todd Sowers: Mr. Sowers said he moved to Bend five months ago for retirement. He shared that he drives to Good Dog and advocated for the South UGB bridge to create better access to the trails. He said he would use the trails three times a week if a bridge allowed for access and volunteered his services for clean-up of the trails if needed.

Larry Waters: Mr. Waters would like to see the South UGB bridge go in and he said there would be a lot of gratitude for it from the neighborhood. He said it would complete the trail to Sunriver. He complimented the park district on all the amenities that they provide.

Executive Director Horton explained some of the challenges with other agencies to build the bridge across the river. Director Barram also added that the board budgeted money this fiscal year to explore the bridge connection. Director Hovekamp added comments that staff is looking at the viability and acknowledged the importance to the residents of that area to get a bridge connection.

WORK SESSION

1. City of Bend SDC update – *Russ Grayson, COB*

Sara Hutson reviewed the goals of the presentation and the reasons for the system development charges (SDC) methodology update. She said standard practice is to update the methodology every five to ten years and city staff wanted to bring the various fees (water, transportation and sewer) more in line with one another. She said the project objectives include:

- Recovering growth costs
- Administrative efficiency and transparency
- Holistic look at total impact and policies
- Align with Council priorities

She explained the updated process and timeline with work beginning October 2022 and where they are in the process with a goal of the new fee schedule determined by the start of next fiscal year.

Mr. Grayson reviewed the tiered residential SDCs. He explained the current and proposed, indicating the proposed as a tiered system for single unit and middle housing and uniform for multi-unit and other housing types. He shared a chart that showed the changes to each category and pointed out that smaller unit fees would go down and larger ones would increase. He suggested the district look at the tiers and match the alignment of the city's SDC structure.

Mr. Grayson explained the consolidation and alignment of non-residential land use categories. He said there would be fewer categories, combined rates for retail for multi-tenant developments with exceptions and fewer reviews for tenant improvements. He added that some uses will see an increase in SDCs and some affected categories include movie theaters, schools, general office, car sales and car washes and medical and vet clinics. He shared some of the impacts to the district.

Next, he reviewed the transportation SDC methodology changes. These include the full transportation project list instead of the now constrained list and said there will be some areas that see a lower rate like the core and opportunity area development that supports denser urban form. He said the water and sewer proposed SDCs will be aligned with the transportation fees and based on square footage for non-residential and single unit and middle housing, multi-family based on dwelling units and meter size assessment for irrigation only.

Mr. Grayson explained the changes to Bend Municipal Code Chapter 12.10 – SDCs including language, definitions for consistency with other cities and model code and said there is a summary, redline and clean version on the SDC project website. He indicated that substantive changes will be made for exemptions, deferrals, credits, appeals and enforcement.

Ms. Hutson reviewed the next steps that include a public hearing January 17. She said copies of the methodology report are available at the permit counter and online for review and public comments can be submitted in writing to her and in person at the public hearing.

Ms. Hutson said to fund the transportation the city wants the methodology updated. She explained the fee will be collected from residents and businesses through the regular utility bill. The new fee is for

operational costs. She said this is a common funding tool in Oregon and shared the cost of maintenance to keep the system operating at adequate levels and will only be used for this service. She said funding for operations and maintenance is limited and declining and not keeping pace with increasing costs. She stated the fee will benefit residents and businesses with cost effective preventative maintenance, more frequent maintenance, better equipment, path maintenance and sidewalk infill and will expand operations and sustain engineering staff to support programs into the future.

She stated that the transportation fee process began Q1 2023 and will start appearing on bills Q3 2024. Mr. Grayson said the goal of the council is to generate 15 million annually through a monthly charge on the utility bill. He explained that the square footage of a building may determine the charge for non-residential customers.

Director Barram suggested that the council make considerations for non-profits or agencies like the park district that provide spaces for the benefit of the community. Executive Director Horton asked if it the city would consider the park district as a partner that is already contributing to building trails for transportation and said there should be some thought to waive or reduce the fee. Director Hovekamp said the flat fee seems inequitable for some of the residents. Mr. Grayson explained the fee will be lower for multifamily and cannot drill down enough on each home to make determinations another way. Director Barram suggested the board and staff draft a letter to the city council on this subject with input from the park district. Director Hovekamp suggested a robust community input opportunity.

2. Comprehensive Plan Unmet Needs Methodology & Project Evaluation Criteria – *Sara Anselment*

Ms. Anselment said this in an educational session on the Comprehensive Plan. She said at the next meeting she will present the results of the Community Needs Survey. She gave an overview of the prioritization process and said there was a desire for a more refined and transparent process, not a strict prescription, that creates a tool to sort items into “buckets”. She said this evaluation is more flexible to accommodate changes in the market, demographics and to take advantage of opportunities as they arise.

She spoke about the sources for the project list that include:

- 2018 Comp Plan
- Asset Management Plan
- Current CIP
- River Plan
- Trails Action Plan
- Other community planning efforts

She said the project criteria is derived from a list of sources and key themes once the list of projects is determined, the following criteria is applied:

- Does the project improve upon close-to-home opportunities?
- Does the project serve an area with existing or planned high density?
- Is there potential for a partnership?
- Does the project invest in existing assets?

- Is there urgency to take advantage of an opportunity?
- Does the project address community needs?
- Does the project advance equity?

Ms. Anselment reviewed the Needs/Unmet Needs methodology and spoke about the following aspects of the methodology:

- Based on community survey
- Used since 2004
- Acknowledges unmet needs
- Helps focus on the most important needs
- Key data source for long range planning
- Partnerships can help us accomplish community needs

She showed a graph of the results of the community survey that listed the need and percentage of households that expressed that need and the priority they put on it. She explained the definitions of highest, high and moderate needs and said that when all the criteria are looked at the final consideration is if the project addresses the community needs, adding that lower priorities may be addressed with community partnerships. Ms. Colton spoke about community partnerships and explained what they are and listed some examples including Nordic skiing and disc golf.

Ms. Anselment explained the next steps including board review of the unmet needs results, prioritization of projects, park search areas, trails and crossings, draft and adopt the plan and updating the SDC project list.

CONSENT

1. Minutes: 12/05/2023
2. Appoint Budget Committee Members

Director Schoen made a motion to approve the consent agenda. Director Borja seconded. The motion was approved unanimously, 5-0.

BUSINESS SESSION

1. Approve consultant contract for Art Station – *Jason Powell*

Mr. Powell gave a background on the project for the Art Station. He said in November staff brought the general location of the Art Station to the board to be built near the Larkspur Center and it was approved to move forward with this location. He gave the timeline and budget impact. He said staff recommends moving forward with Hacker Architects.

Director Barram made a motion to authorize the executive director to negotiate and execute a professional services contract for the Art Station Project to Hacker Architects with a cost not to exceed \$235,000, and to approve an additional 10% contingency of \$23,500, for a total design budget not to exceed \$258,500. Director Borja seconded. The motion was approved unanimously, 5-0.

2. Update on Executive Director Search

This item was added at the start of the meeting by Director Hovekamp to discuss the interview of the finalist, Michelle Healy, for the executive director search. Director Schoen said four board members participated in the interview today and asked Director Borja to review the notes and recording and submit comments by Friday. She said she supports moving forward in the process. The board expressed their agreement in continuing in this direction.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Horton shared updates on the following:

- FC Timbers has retained an architecture firm and has drawings for further fields at Pine Nursery. He said they were given additional time for this project and it appears to now be moving forward.
- The Pickleball Club is fundraising for half the costs of eight new courts at Pine Nursey and there is space to add an additional eight. He said this will require an amendment to their contract that will come before the board. He shared that the district is moving forward with lighting on the eight existing courts; staff will be doing the work and the club paid for the lights.
- Recreational Immunity will not cover trail use for anything other than recreational use. This means transportation purposes are not covered. He added that there is a state-wide group working to change the language on this for better protection or agencies may be forced to only allow recreational use on trails.
- Staff is working with the tribe on Sawyer Park which is an artifact rich site. As a result, the site plan was modified and the parking lot and some trails have been moved. The tribe has requested that the artifacts stay in place and staff is continuing to work on plans to make this happen.
- Staff has been successful in the first land use action on the Rose property mines. Next steps include soil sampling for the zone change request from surface mines to allow for the eventual construction of the park.

BOARD MEETINGS CALENDAR REVIEW

GOOD OF THE ORDER

- Director Borja thanked the staff for all the hard work this year.
- Director Owens wished everyone a happy holiday. She said she attended the district food drive that collected just under 2600 pounds of food. She also attended the Hollinshead Holiday Open House and enjoyed meeting Sharon Rosengarth.
- Director Schoen thanked all the community members that attended the stakeholder meeting last meeting date.
- Director Barram wished everyone a happy holiday and said it has been a year now that she has been on the board, she appreciates the opportunity to serve.
- Director Hovekamp thanked colleagues and staff and said he is happy to be moving forward on the executive director search.

ADJOURN 7:58 pm

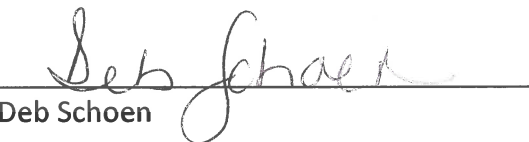


Prepared by,

Sheila Reed
Assistant to the Executive Director


Nathan Hovekamp, Chair


Donna Owens


Deb Schoen


Jodie Barram, Vice-Chair

Zavier Borja