



Board of Directors

October 3, 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

BOARD ABSENT

Zavier Borja

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
Henry Stroud, Planner
Rachel Colton, planner
Justin Sweet, Contracts and Risk Administrator

VISITORS

Devon Mills: Ms. Mills supports the efforts of Connect Bend to build the footbridge to connect SW Bend to access the trail system. She cited safety, traffic build up and asset to the neighborhood as further reasons for her support.

Hallie McNaughton: Ms. McNaughton said she supports a footbridge to connect SW Bend. She said it would increase access for families to trails to better explore that side of town without traffic and stated it is a healthier way to get there.

WORK SESSION

1. Mid-term update to 2018 Comprehensive Plan – *Rachel Colton and Henry Stroud*

Mr. Stroud said this is the second presentation in the update to the 2018 Comprehensive Plan with a focus on the core area. He gave an overview of the location of the core area that is 637 acres surrounding highway 97 and 3rd Street. He described the four areas the city has targeted for redevelopment, which is expected to bring in more population to the area and explained some of the projects the city is planning to promote development.

Mr. Stroud described the existing conditions of the Core Area:

- No park search areas (due to lack of housing in the area) - Since the changes, he said there is one project that has been added, but will not be large enough to serve the population that will move to the area.

- 17.5 % existing residential units within a walkshed
- Numerous walkshed barriers – busy streets and the railroad are barriers to this area to access parks that are close in proximity.
- Limited opportunities to acquire land – Most properties in the area are smaller in size, unless properties are bundled there is little opportunity for parkland with land use process/exactions.

Ms. Colton spoke about the land acquisition opportunities through city purchase, land-use process and exactions and district purchase. She explained the challenges and updates required to the park search area map. She discussed developments standards and development opportunities in the Core Area.

Ms. Colton reviewed neighborhood parks and showed some examples of smaller scaled parks as examples and urban plazas. She said she would like to see more activity in urban plaza spaces through thoughtful design. Director Hovekamp remarked that urban plaza spaces do not have to be highly trafficked to be important to the area.

Ms. Colton and Mr. Stroud showed examples and explained the strengths and opportunities, challenges and next steps for several types of parks that could be considered for this area including: neighborhood parks and urban plazas, pocket parks, parks and trails, streetscapes and parklets and privately-owned parks. They discussed consideration of opening access to existing parks by eliminating barriers with safer crossings.

The board expressed their appreciation for staff thinking outside the box and said they support the direction that staff is going to update the Comprehensive Plan.

2. Strategic Plan Update – Rachel Colton and Michelle Healy

Ms. Healy gave an overview of the presentation and the plan history. She said the plan was adopted in June of 2019, with 23 additional action items added and two removed for a total of 83. She said an extension of two years was approved by the board that will end this fiscal year. She reviewed the pillars (Employees and Workplace Culture, Community Relationships and Operations and Management) and desired outcomes.

Ms. Colton reviewed the action plan for the three pillars:
She explained that of the 43 action items for FY 22/23:

- 6 complete
- 20 complete/in progress
- 16 in progress
- 1 not started

Ms. Colton reviewed each completed action item for each pillar and showed the following graphic for the plan, explaining that the plan is 99% complete:

Strategic Plan Progress to Date



Next, Ms. Colton spoke about performance measures. She said performance measures are another tool identified in the strategic plan that provide a means to track progress in achieving district goals. She explained that 14 performance measures have been developed to date and a full performance measure update will be provided to the board at the 2024 board workshop. Ms. Colton added that the current plan sunsets in June of 2024 and said staff will come back to the board this winter with an update on the scope and timing of the strategic plan update.

CONSENT

1. Minutes: 9/05/23
2. Minutes: 9/19/23
3. Resolution No. 2023-08 Land and Water Conservation Fund Grant – Columbia Park River Access Project
4. Approve Contract to Purchase Fleet Vehicles

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

BUSINESS SESSION

1. Compensation - *Theresa Albert and Nathan Hovekamp*

Director Hovekamp introduced the compensation topic. He said the executive director recently completed a strong evaluation with the board. He said the executive director is eligible for a bonus if awarded by the board. Ms. Albert acknowledged that a 3% bonus was budgeted and recommended that the board award a bonus. The board agreed that the evaluation was stellar and a 3% bonus is appropriate to give to the executive director.

Director Schoen made a motion to acknowledge the Executive Director's outstanding performance for the June 21, 2022 through June 20, 2023 performance period with a 3% bonus. Director Owens seconded. The motion was approved unanimously, 4-0.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Horton gave updates on the following:

- Staff is kicking off public outreach for Manzanita Ridge neighborhood park. He said there are three conceptual designs that will be shared.
- Staff submitted a grant application to the VB BSF grant program for the Miller's Landing access and habitat restoration project. The request was a 2-year grant for a total of \$300,000. He said the goal of this project is to fund it 96% with grants.
- Envision Bend unveiled their new vision with a 20-year outlook. He said it is a good vision with a lot of public input and district staff participation.
- Drake Park Big Wheel needs some work, it has been there for 20 years. Staff is looking at how to repair it by talking to other agencies, currently cables are holding it together.
- John Rexford, Becky Rexford's (Recreation Manager) dad wrote the first joint use agreement between the district and the school district, and it is still in use today.
- To date, Michael Egging and Becky Rexford have taken advantage of the district education reimbursement program.

GOOD OF THE ORDER

- Director Schoen said she had a very positive meeting with Out Central Oregon Board members. She said the group is looking to build relationships in the community. She said the Envision Bend Action Plan is worth reading and Connect Bend is mentioned as a partner. She commented that the staff introduced tonight continue to reflect the high quality of staff that the district hires.
- Director Owens said she hears praise at the Larkspur Center to pursue the Art Station at the Larkspur location, but has heard comments that people want more parking.

- Director Barram thanked the board and staff for accommodating her schedule during fire season. She said it was nice to meet Cayla since goes to Juniper most often. She said she is planning on attending the district hosted community event this Friday.
- Director Hovekamp thanked staff for attending the meetings. Thanked Deb for mentioning Connect Bend in the Envision Bend Plan, he commented that it said well-organized grassroots group. He remarked that it is good to have colleagues that support trees and open spaces. He shared his disappointment that the trees that were preserved in the boardwalk project at Drake Park may still be lost. He invited the board to ask questions about agenda items if needed and said that consent agenda items can be pulled out of consent and discussed individually. He encouraged the board to think of items they would like to see or learn more about.

ADJOURN: 7:36 pm



Prepared by,


Sheila Reed
Assistant to the Executive Director



Nathan Hovekamp, Chair




Jodie Barram, Vice-Chair



Donna Owens

Zavier Borja



Deb Schoen