



Board of Directors

February 4, 2025

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

Donna Owens
Jodie Barram
Cary Schneider
Deb Schoen
Nathan Hovekamp

STAFF PRESENT

Michelle Healy, Executive Director
Matt Mercer, Director of Recreation
Julie Brown, Director of Community Engagement
Sheila Reed, Assistant to the Executive Director
Sasha Sulia, Director of Park Services
Kathleen Hinman, Director of Human Resources
Brian Hudspeth, Director of Planning and Development
Henry Stroud, Principal Planner

VISITORS

None

WORK SESSION

1. SDC Project List, Fee Schedule and Ordinance Update- *Kristin Toney and Deb Galardi*

Ms. Galardi participated virtually and outlined the scope of the SDC methodology review, emphasizing that while the methodology remains unchanged, a modification to the fee schedule is recommended. She identified three cost elements recoverable through SDC fees: Improvement, Reimbursement, and Compliance.

Ms. Galardi presented an updated draft of the 10-year list summary, highlighting new parks and facilities required to accommodate projected growth. She reviewed the existing and planned levels of service to establish current and future needs, noting that the model anticipates an increase of 35,000 residents over the next decade. She also reviewed the summary of growth improvement costs and the reimbursement fee revenues, which constitute approximately 40% of the combined SDCs.

In discussing the preliminary updated SDCs, Ms. Galardi stated that while the methodology has not changed, the inputs have been adjusted to reflect inflation, resulting in a 7% increase overall, with

specific increases of 12% for multifamily units and 15% for overnight visitor accommodations, due to higher occupancy rates in these categories.

Due to technical difficulties, the board temporarily suspended this agenda item and proceeded to the next topic, returning to it once the issues were resolved.

Ms. Galardi displayed a slide comparing SDC fees for single-family residential units across various Oregon cities, noting that the district's average falls in the middle range within the state. She emphasized that the adoption schedule must adhere to state statute requirements and mentioned that the ordinance review is planned for March. Mr. Hudspeth reviewed the board's calendar for approvals.

Executive Director Healy noted that the city would like to align the district's SDC fee collections with their methodology for collection.

Director Hovekamp inquired about adding the South Urban Growth Boundary (UGB) bridge to the SDC funding list, referencing Resolution 419. The board requested a revisit of the resolution once the feasibility of the project is understood. Executive Director Healy indicated that adding projects to the SDC list is a straightforward process.

2. Rules and Regulations Ordinance Update – *Julie Brown, Joel Lee and Paul Taylor*

Ms. Brown provided an overview of the ordinance review process, highlighting consultations with staff, partners, and peer examples. The ordinance was updated to align with state statutes, and new sections were added for exclusions and appeals. Input from the Bend Police Department led to defining community service officers as enforcement officers, addressing weapons beyond firearms, clarifying responses to free speech events, and requesting a map of district waters.

A new definitions section was introduced to clarify terms and establish the executive director's authority over properties and programs, including waterways. Director Hovekamp inquired about the board's role in the ordinance. Ms. Brown emphasized focusing on new and changed elements and sought the board's direction on moving the ordinance forward for public input.

Mr. Lee reviewed regulations concerning waters and waterways, ensuring alignment with Oregon State Marine Board rules. Provisions include prohibitions on anchoring to bridges or structures, bridge jumping, using leashes on surfboards or bodyboards at the Bend Whitewater Park, and possessing glass containers.

The district's regulations align with state law regarding weapons, hunting, and fireworks. Loaded firearms are prohibited on district property within city limits, except as allowed by state and federal law. Dangerous weapons are not permitted in public buildings unless authorized by ORS 166.370. Fishing is permitted under state licensing requirements, while hunting, trapping, and removing wild animals are prohibited. Fireworks or explosives may only be used with express permission from the executive director and the State Fire Marshal.

Animal-related rules include a ban on feeding wildlife, horses, and stock animals. Dog owners are responsible for their pets and must use a physical leash no longer than 15 feet, except in designated off-leash areas. Dogs are not allowed in ponds and must follow specific off-leash area guidelines. Only assistance animals are permitted in district facilities. The board requested clarification on pond definitions and where dogs may access the river.

Vehicle regulations prohibit the operation of motor vehicles, bicycles, and electric-assisted bicycles in a manner that endangers others. Motor vehicles and throttle-assisted electric bicycles are restricted to designated areas. Bicycles and pedal-assist electric bicycles are allowed on pedestrian trails but must yield to other users. Parking is limited to lawful park users, and overnight parking is not allowed between 10:00 p.m. and 5:00 a.m.

Restroom policies enforce a 10-minute time limit for single occupancy, with exceptions for individuals with disabilities or caregivers. Individuals over the age of six must use facilities consistent with their gender identity. The use of recording devices inside restrooms, locker rooms, or changing areas is prohibited. Restrooms and portable toilets cannot be used for storing personal belongings.

Enforcement officers are authorized to issue citations, ejections, or exclusions and may refuse entry or require individuals to leave district property. These measures are intended to ensure compliance with district rules and promote a safe environment for all users. Mr. Lee discussed plans for a public messaging campaign to inform the community about these regulations. The board emphasized maintaining consistent terminology for "rolling devices" throughout the ordinance. Violations may lead to exclusion or prosecution for criminal trespass.

Exclusion classes range from:

- Class 1 (30 days): Minimal impact violations.
- Class 2 (31-90 days): Multiple or repeated Class 1 violations, or failure to comply with directives.
- Class 3 (91-180 days): Significant impact violations, such as threats, vandalism, or criminal behavior.
- Class 4 (181 days to one year): Serious criminal activity, violence, or bias crimes.

Appeals must be filed within 10 calendar days of the exclusion notice. Class 1 exclusions are appealed to the park steward manager or community engagement director, while higher classes are reviewed by a panel of three BPRD employees.

The board suggested including a clause allowing ordinance updates in line with state law changes and a to consider permitting emergency aircraft landings. After discussion, the board agreed to proceed with the first reading, incorporating the proposed changes.

Ms. Brown outlined next steps, including first and second readings at upcoming board meetings, opportunities for public feedback, board adoption, and recording the ordinance with the County Clerk's office.

CONSENT AGENDA

1. Minutes 1/21/2025

Director Owens made a motion to approve the consent agenda. Director Schoen seconded. The motion was approved unanimously, 5-0. (Hovekamp, Schneider, Schoen, Owens and Barram)

BUSINESS SESSION

1. Parkside Place Purchase and Sale Agreement and Surplus Property – *Rachel Colton*

Ms. Colton provided an overview of Parkside Place, including its history, scope, and development plans. She explained that the housing project that will be built in phases, with Phase 1 already underway. The park will be developed during Phase 4, along with the construction of Big Sky Trail. Ms. Colton presented a map of the subdivision and outlined the planned phases.

She also reviewed the Litchfield property, detailing its history and proximity to Parkside Place. The smaller property was appraised at \$520,000 last year. Ms. Colton discussed the purchase and sale agreement for Parkside Place, noting that Hayden Homes will dedicate to the district park space to meet open space requirements. Hayden Homes will design and develop Big Sky Trail outside the park boundaries and demolish existing ponds to prepare the site. The district plans to purchase 1.84 acres for park development at a cost of \$801,504, the rest of the park property will be donated by the builder.

Ms. Colton outlined the budgetary impact of purchasing Parkside Place and selling the Litchfield property, providing key dates for the transactions. Director Owens suggested splitting the motion into two separate votes—one for purchasing Parkside Place and another for selling the Litchfield property. She expressed a preference for retaining both properties.

Director Hovekamp made a motion to: (1) authorize the executive director to negotiate and execute a Purchase and Sale Agreement with Hayden Homes LLC for the acquisition of land for parks and trails in the Parkside Place development for an amount not to exceed \$801,504, plus all related closing, legal and due diligence costs. Director Schneider seconded. The motion was approved unanimously, 5-0. (Hovekamp, Schneider, Schoen, Owens and Barram)

Director Hovekamp made a motion to find that the 1.5-acre Litchfield property is not needed for public use and that the public interest may be furthered by sale of the property. Director Schoen seconded. The motion was approved, 3-2. (Schneider, Schoen and Barram in favor, Owens and Hovekamp against)

EXECUTIVE DIRECTOR'S REPORT

Executive director Healy shared the following updates:

1. The "High Wheel" sculpture has been removed from Drake Park and secured in a safe location. Upon inspection, it was found to be in better condition than anticipated, allowing for potential internal repairs.
2. Staff have developed protocols to inform and guide employees on proper legal procedures should immigration enforcement agents enter district facilities or properties.
3. A parking study at Larkspur Community Center has identified capacity issues during specific morning hours. To address these concerns, considerations include expanding parking facilities and adjusting programming schedules.
4. The printed Playbook is scheduled to arrive in mailboxes by mid-February.
5. Spring registration has been consolidated to two days, occurring on February 10 and 11.
6. The Special Districts Association of Oregon (SDAO) Conference is scheduled for the end of this week.

REPORTS: 2nd Quarter Admin Report, Planning and Development Report

BOARD MEETINGS CALENDAR

GOOD OF THE ORDER

- Director Schneider said he is looking forward to SDAO Conference. He also extended early birthday wishes to Executive Director Healy.
- Director Hovekamp mentioned the trail connection for the S. UGB bridge at the next meeting; he said it is a commitment that the district made in the bond. He advocated for moving forward with the project and said he knows there are obstacles.
- Director Schoen said she attended the Envision Bend Leadership Group, She mentioned some of the priorities including housing, childcare and mental health for students, wildfire and climate change.

ADJOURN 8:21 pm

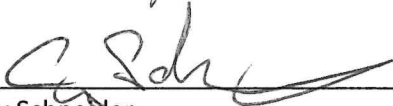
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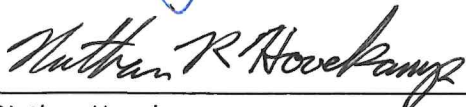
Prepared by,
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Assistant to the Executive Director


Jodie Barram, Chair


Donna Owens, Vice-Chair


Deb Schoen


Cary Schneider


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