**Board of Directors Meeting Summary**

April 1, 2025

**District Office Building | 799 SW Columbia | Bend, Oregon**

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**BOARD PRESENT**

Donna Owens

Jodie Barram

Cary Schneider

Deb Schoen

**BOARD ABSENT**

Nathan Hovekamp

The BPRD board of directors met on April 1 and approved an alternative contracting method for a pool cover replacement project at Juniper Swim and Fitness Center. They also approved a needs-based assistance plan for the next fiscal year and annexed a future housing development area. They also honored two retiring employees who combined served more than 50 years with BPRD. A [video recording](https://www.bendparksandrec.org/about/board-meeting-videos/) of the meeting is available.

**Alternative contracting method approval**

The board of directors held a public hearing and voted to exempt the Juniper Swim and Fitness Outdoor Pool Cover Replacement and Renovation project from competitive bidding and adopted Resolution No. 2025-01 authorizing staff to use the progressive design-build contracting method.

As staff shared, BPRD rarely uses alternative contracting methods, but due to the scope of the Juniper Swim and Fitness Outdoor Pool Cover Replacement and Renovation project, the complexity of tank and equipment construction, the complexity of construction sequencing and access, and the desire to identify, as early as possible in the construction process, any issues with the project design, staff recommended the Progressive Design-Build with a Guaranteed Maximum Price (“GMP”) construction delivery method.

Next, a Request for Proposal (RFP) for a design-build contractor will be publicly advertised and will be open to all interested and experienced contractors. The RFP process will be fair and unbiased. The solicitation for a progressive design-build contractor will specify the methods by which the contractor shall competitively select designers, contractors and subcontractors to perform the work.

**Director Schoen made a motion to adopt Resolution No. 2025-01 exempting the Juniper Swim and Fitness Outdoor Pool Cover Replacement and Renovation project from competitive bidding and use the progressive design-build alternative contracting method to award a progressive design-build services contract for the project.*****Director Schneider seconded. The motion passed 4-0. (Schneider, Schoen, Owens and Barram)***

**Needs-based assistance report and plan for next year**

The Needs-Based Assistance Program (NBA), including the Recreation Scholarship Program, is the primary way in which the district facilitates access and participation in recreation programs and facilities for community members with limited financial resources. Staff shared a summary of the current year plan usage before presenting the proposed NBA Plan for 2025-26. There are three major changes proposed in the plan compared to the previous several years:

1. **Requirement that scholarship recipients are residents of the district.** This requirement would be waived for Kids INC and other programs conducted in partnership with Bend La Pine Schools.
2. **Modification of income levels for scholarship qualification.** The income limit to qualify for the scholarship program will increase from 185% of Federal Poverty Guidelines to 200%. The income limit for receiving the highest level of scholarship assistance will remain at 130% of Federal Poverty Guidelines. The reason for this change is to align with current State of Oregon assistance programs, including SNAP (nutritional support) and Oregon Health Plan, which are used to verify eligibility for the scholarship program.
3. **Implementing a $1,000 cap per person per year for scholarship assistance.** The cap will help ensure scholarship resources are available to serve more people while still providing substantial support for individuals to participate in many activities. The cap would not apply to Kids INC afterschool program, Operation Recreation and PAC all day camps and recreation facility passes.

***Director Schoen made a motion to approve the Needs-Based Assistance Plan for 2025-26 and include funding to support the plan in the 2025-26 Fiscal Year budget proposal. Director Owens seconded. The motion passed 4-0. (Schneider, Schoen, Owens and Barram)***

**Annexation of Caldera Ranch**

Caldera Ranch is a one-time Urban Growth Area (UGB) expansion in southeast Bend that will contain approximately 716 new residential units on 91 acres. The board of directors adopted a resolution to annex the area, which will result in BPRD collecting system development charges to support the impact of the new residents on the park system. The property will also be assessed district property taxes.

***Director Schneider made a motion to approve Resolution No. 2025 -02 approving annexation of a 91.07 Acre, otherwise identified as the Caldera Ranch UGB expansion area, to the Bend Park and Recreation District and to authorize the executive director to execute any necessary documentation to facilitate the annexation. Director Owens seconded. The motion passed 4-0. (Schneider, Schoen, Owens and Barram)***

**Recreation programming plan input**

The Recreation Programming Plan is an overarching planning document that guides district recreation programming priorities over the next five years. Staff is currently working on an updated plan for 2025-2030. Staff requested board input about future recreation priorities during the work session. Board input will be integrated into the plan’s development. The board will have an opportunity to review a complete draft of plan before adoption in May 2025.

**Employee health insurance contract**

The board of directors authorized the executive director to execute a medical insurance contract for staff. The PacificSource medical insurance plan will cost the district $2,732,456 for the June 2025 through May 2026 benefit plan year, which reflected a negotiated rate increase of 7.82%. The 2025-26 fiscal year budget will be built using this new contract amount. All other health benefits remain unchanged at 0% with the current carriers except for the self-insured full-time dental plan which has been recommended to increase by 3.4%.

***Director Owens made a motion to approve the consent agenda. Director Schoen seconded.*** ***The motion passed 4-0. (Schneider, Schoen, Owens and Barram)***

The meeting on April 15 is canceled. The board of directors will meet next for the budget tour on April 18.