



Board of Directors Meeting Summary

June 3, 2025

District Office Building | 799 SW Columbia | Bend, Oregon



BOARD PRESENT

Donna Owens
Cary Schneider
Deb Schoen
Nathan Hovekamp
Jodie Schiffman

The BPRD board of directors met June 3 and approved the budget, project list and tax assessments for the next fiscal year. They also adopted an updated system development charges ordinance and approved a contract for a future replacement of the Juniper Swim & Fitness Center pool cover. A [video recording](#) of the meeting is available.

Budget approval

The board adopted Resolution No. 2025-09, adopting the budget and making appropriations for fiscal year 2025-26. The board also adopted Resolution No. 2025-10, imposing and categorizing taxes for fiscal year 2025-26 for the district's permanent rate tax and for debt service for general obligation bonds.

The Fiscal Year 2025-26 budget is a balanced budget with healthy reserves for planned future projects and maintaining assets. The proposed budget is anticipating \$50.4 million in revenues and \$75.5 million in expenditures for total budgeted requirements of \$119 million, which includes contingencies and reserves. This budget will support 301 full-time equivalent (FTE) employees for \$27.6 million and has \$36.2 million in capital spending.

Director Owens made a motion to adopt Resolution No. 2025-09 Adopting the Budget and Making Appropriations for Fiscal Year 2025-26. Director Hovekamp seconded. The motion passed unanimously 5-0. (Hovekamp, Schoen, Schneider, Owens, Schiffman)

Director Schneider made a motion to adopt Resolution No. 2025-10 Imposing and Categorizing Taxes for Fiscal Year 2025-26. Director Schoen seconded. The motion passed unanimously 5-0. (Hovekamp, Schoen, Schneider, Owens, Schiffman)

System Development Charges ordinance

System Development Charges (SDCs) are the main source of funding for the development of parks, trails and recreation facilities to serve growth. They support the district's goals of maintaining the same level of service as population increases. The SDC methodology establishes the SDC fees, which influence future revenues for SDC eligible projects in the district's adopted Capital Improvement Plan.

The Board conducted a public hearing and the first reading of Ordinance No. 13 – System Development Charges on May 20, 2025. The public hearing was opened and closed on May 20; no members of the public commented during the public hearing. In addition, the district received no public comments on the SDC methodology report during the 60-day review period (March 19 – May 20, 2025).

The Board adopted Ordinance No. 13 at this meeting. Adoption of the Ordinance and the five associated resolutions allow for the new SDC methodology to be implemented beginning July 1, 2025.

Director Schoen made a motion to conduct the second reading of Ordinance No. 13 – System Development Charges by title only. Director Owens seconded. The motion passed unanimously 5-0. (Hovekamp, Schoen, Schneider, Owens, Schiffman)

Director Schneider made a motion to adopt Ordinance No. 13 – System Development Charges, replacing Ordinance No. 12. Director Hovekamp seconded. The motion passed unanimously 5-0. (Hovekamp, Schoen, Schneider, Owens, Schiffman)

Director Hovekamp made a motion to adopt Resolution No. 2025-04 , Adopting a Methodology for Calculating System Development Charges effective July 1, 2025 and to adopt Resolution No. 2025-05, Adopting an SDC Capital Projects List effective July 1, 2025 and to adopt Resolution No. 2025-06, Adopting a Fee Schedule for System Development Charges effective July 1, 2025 and to adopt Resolution No. 2025-07, Adopting a Fee for System Development Charge Deferrals effective July 1, 2025 and to adopt Resolution No. 2025-08, Adopting Procedures for Entering into Developer Recovery Agreements effective July 1, 2025. Director Schoen seconded. The motion passed unanimously 5-0. (Hovekamp, Schoen, Schneider, Owens, Schiffman)

Capital Improvement Plan

The district's Capital Improvement Plan (CIP) identifies and summarizes all approved and proposed district capital expenditures and revenue sources for a period of five years into the future. The board of directors revises and adopts the district's five-year CIP during the annual budget process.

The 2026-2030 Capital Improvement Plan totals \$86,674,713 in planned capital expenditures. \$51,434,154 (59%) is funded with System Development Charge revenues, \$31,359,923 (36%) is funded with property tax revenues, and \$3,880,636 (5%) is funded with alternative funding.

Director Schoen made a motion to adopt Resolution No. 2025-11, adopting the Five-Year Capital Improvement Plan for fiscal years ending 2026-2030. Director Hovekamp seconded. The motion passed unanimously 5-0. (Hovekamp, Schoen, Schneider, Owens, Schiffman)

Juniper Swim & Fitness Center pool cover project

The board authorized the executive director to award a progressive design-build contract to Pence Contractors for design and construction of the Juniper Swim and Fitness Outdoor Pool Structure Replacement and Renovation project with a preconstruction services fee of \$355,576, and to approve an additional 10% preconstruction contingency of \$35,558, for a total preconstruction budget not to exceed \$391,134.

The framed-fabric structure covering the 50-meter pool at Juniper Swim & Fitness Center was first installed in 1997 over an old outdoor 40-yard pool. Due to the age of the structure, increasing problems with the installing and removing panels, and the fact that the original manufacturer is no longer in business, the district considered options for replacement. The project work is to be designed and constructed in two phases, preconstruction and construction. Timing will to be determined.

Director Owens made a motion to authorize the executive director to award a progressive design-build contract to Pence Contractors for design and construction of the Juniper Swim and Fitness Outdoor Pool Structure Replacement and Renovation project with a preconstruction services fee of \$355,576, and to approve an additional 10% preconstruction contingency of \$35,558, for a total preconstruction budget not to exceed \$391,134. Director Schneider seconded. The motion passed unanimously 5-0. (Hovekamp, Schoen, Schneider, Owens, Schiffman)

Recreation Programming Plan

Matt Mercer, recreation services director, presented in work session about the Recreation Programming Plan. The plan is an overarching planning document that guides district recreation programming priorities over the next five years. It is complementary document to the district's Comprehensive Plan, which focuses on infrastructure needs, and the Strategic Plan, which is more internally focused and district-wide in scope. The full plan is available for view in the following link: <https://www.bendparksandrec.org/wp-content/uploads/2025/05/Recreation-Programming-Plan2025-2030.pdf>.

Employee engagement survey results

The district partnered with the Institute for Public Sector Employee Engagement, a division of CPS HR Consulting, to administer an employee engagement survey. CPS HR specializes in helping public agencies measure and improve employee engagement through confidential surveys. Janelle Callahan from CPS presented the survey results during the board meeting. The 2025 survey results reflect current staff feedback and include a comparison to the previous survey conducted in 2022.

All responses are anonymous and managed exclusively by CPS HR. In addition to survey administration, CPS HR conducts research and provides benchmark data across local, state, and national government agencies, as well as private industry.

The next board of directors meeting is June 17.