



## Board of Directors

October 1, 2024

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

Deb Schoen

Jodie Barram

Cary Schneider - Virtual

Nathan Hovekamp

### **STAFF PRESENT**

Michelle Healy, Executive Director

Matt Mercer, Director of Recreation

Kristin Toney, Administrative Services Director

Julie Brown, Director of Community Engagement

Sheila Reed, Assistant to the Executive Director

Sasha Sulia, Director of Park Services

Brian Hudspeth, Director of Planning and Development

Kathleen Hinman, Director of Human Resources

### **VISITORS**

None

### **WORK SESSION**

1. Bend FC Pine Nursery Project Update – *Brian Hudspeth, Matt Mercer, Wayne Price and Kristina Johnson, Bend FC*

Mr. Mercer introduced the Bend FC staff attending the meeting and provided an update on the club's turf field project, detailing the timeline from 2012 to the projected completion in 2025. Ms. Johnson spoke about the project team and outlined the roles of each team member. She described the expansion plan for the Pine Nursery Park, which includes two new turf fields, spectator seating, training areas, a futsal court, and storage facilities. She mentioned that phase one has been completed and outlined phase two, which includes new turf fields, spectator seating, accessible paths, ball control fencing, and a storage building. The remaining features will be part of phase three. Ms. Johnson also discussed the landscape plan, emphasizing adherence to district standards, the use of native materials, and the preservation of natural areas. She noted that the storage building and fencing will be designed to match existing structures.

Mr. Price then reviewed the turf and safety features, highlighting Elite Turf's Complete Power System as one of the top sports innovations of 2020. He explained that the ProPlay protective pad enhances field performance while reducing player fatigue and injuries. He also noted that the lighting will be certified as Dark Sky compliant. Mr. Price discussed the funding sources for the project and explained the motivation behind it, including meeting existing needs, accommodating growth, fostering partnerships, improving the quality of the Bend FC Annual Tournament and other events, and positioning Bend as a viable venue for college soccer combines.

The board inquired about the inclusion of shade trees for players and spectators. Ms. Johnson confirmed that 25 trees will be added to the project to provide shade. The board also asked about field availability. Mr. Price explained that community members can check the Bend FC website for field schedules and availability. When not in use by the club, the fields will be open for public use, and this information is linked on the district's website. Regarding additional parking, the number of trees to be removed, and restroom facilities, Ms. Johnson responded that no additional parking will be added, 35 trees will be removed and replaced by 25 new ones, and portable restrooms will be provided.

The board expressed concerns about the turf getting too hot in the sun. The presenters assured them that the selected product helps reduce surface heat.

Ms. Johnson concluded by stating that the project is expected to begin in the spring of 2025.

## 2. Park Rules and Regulations Update – *Julie Brown and Joel Lee*

Ms. Brown reported that staff is in the process of updating the rules and regulations, noting that the last update was in September 2018. She explained that revisiting the rules is necessary to address current issues and anticipate future needs.

The update process includes:

- Researching other entities and districts
- Drafting the updated rules and regulations
- Meeting with staff for input
- Reviewing the draft with legal experts
- Consulting with law enforcement partners
- Bringing the draft to the board for adoption

Mr. Lee reviewed the next steps:

- Receiving feedback from legal counsel
- Sharing the draft with Bend Police
- Initiating the ordinance adoption process
- Updating the BPRD website and educating park patrons on the changes

Mr. Lee noted that while there won't be drastic changes, the updates will include new rules for e-bikes and other rolling devices, which have become problematic in parks and on trails. Changes will also address restroom usage with time and occupancy limits and provide clarity on rules such as dogs on

leashes, district parking lot use and firearms on district property. There will be reorganized categories, added definitions, and enforcement details for consistency and clarity.

Ms. Brown discussed the levels of exclusion for rule violations, stating that the new rules will have four categories of exclusion periods: 30 days, 90 days, six months, and one year. She added that the appeal process will also be better defined.

Director Hovekamp asked about the board's role in the update process. Ms. Brown clarified that while she and Mr. Lee will keep the board informed, they will rely on legal evaluation for guidance. Executive Director Healy emphasized the importance of legal counsel but added that staff wanted to provide the board with a high-level update and hear any concerns regarding the proposed changes.

Ms. Brown outlined the adoption process:

- Legal review
- Board review and input
- Public readings at two board meetings
- Board vote for adoption
- Recording at the County Clerk's office

The board expressed general support for flexibility in extending exclusions beyond one year for repeat violations.

### 3. Comprehensive Plan Draft Review— *Sara Anselment*

Ms. Anselment acknowledged staff members that helped her to put the plan together. She explained the comprehensive plan as a living document that requires an update mid-way through and allows the district to respond to changing community needs. She listed the several board updates that began a year ago with the goal of adopting the plan late 2024.

She listed the key elements of the update:

- Vision, Mission, Community Pledge, and Values, matching these to the Strategic Plan
- Population and demographics
- Policies, one policy was updated
- Maps for existing parks and trail facilities
- Park and trail inventory
- Community Needs Survey and the Needs/Unmet Needs Analysis were added
- Level of service analysis, this calculates the number of trails and miles needed by 2028 to meet targets
- Park Search Area, Trail Plan and Planned Projects maps
- Project list

She summarized the changes and the added projects including parks, trails and a park search area. She reviewed the three crossings that were removed from the plan, stating that one was completed and two are not supported by the city.

Next steps:

- Currently making final edits
- Assembling the appendices
- Last chance for comment
- Tentative adoption October 15th

Director Schneider asked about district coordination with the city, Ms. Anselment said a new policy was added and two others were amended that encourages staff level coordination with development code and policies related to the city's comprehensive plan and transportation plan.

Director Schneider asked about the district's target percentages for meeting priority needs. Ms. Anselment noted that achieving 80% community satisfaction is a practical target, as reaching 100% is unlikely. Executive Director Healy mentioned that these targets were set by the board years ago and have remained consistent.

The board discussed how survey results on community needs align with project priority levels, specifically mentioning the proposed westside recreation facility. Ms. Anselment clarified that while priorities guide decisions, they do not account for every factor. She said some projects may be better suited for partnerships or alternative approaches. She added that the CIP project list is reviewed annually for potential reprioritization. Executive Director Healy stated that the recreation facility would require additional discussion, which could be scheduled for a future meeting.

The board provided feedback on various projects in the plan and made suggestions for the next Comprehensive Plan update.

Director Owens requested detailed data on the exact miles and acres owned by the district. Mr. Stroud expressed confidence in the reported acreage figures and noted improvements in trail data, though some inconsistencies exist between level of service and maintained trails.

Director Hovekamp commented on the district's values, suggesting revisions to the concept of "collaboration" and directing staff to refine this language. He also recommended additional level of service (LOS) metrics on recreational facilities for the next update in five years. Expressing concerns about the financial impact of the Mirror Pond dredging, he proposed removing the word "commitment" from references to the dredge. Executive Director Healy agreed with this change.

Director Barram acknowledged the equity mapping tool as a valuable resource for guiding project priorities and expressed her appreciation for its role in planning.

Executive Director Healy reminded the board that this is an update to the Comprehensive Plan and the comprehensive plan still exists and has more details that do not show up on the update. Director Owens requested the city boundary noted on the maps provided in the update for reference. Executive Director Healy explained the district has some properties outside of the city boundaries and spoke about the challenges of annexation of nearby properties to the parks.

### **CONSENT AGENDA**

1. Minutes: 9/17/2024
2. Drake Park bank and trail improvement CMGC contract review

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

### **EXECUTIVE DIRECTORS REPORT**

Executive Director Healy spoke about the following

- The district received the Government Finance Officers Award for Budgeting and congratulated the finance team.
- Little Fawn Park is almost complete and should open by mid to late October. No formal celebration is planned due to limited parking.
- The NRPA Conference is next week, with staff and some board members attending.
- Water features in parks have been shut down, and seasonal staff will finish up this month.
- The MOU for the pickleball project has been signed.
- Architectural work has begun with the Boys and Girls Club, with discussions on a lease amendment underway.
- The board report includes a summary of the Rose property within the planning report, she mentioned there will be a public hearing in November for the zoning change.

### **REPORTS**

### **CALENDAR**

### **GOOD FOR THE ORDER**

- Director Schneider thanked the comp plan team for the report and gave congratulations to the art programs for their continued growth and providing that type of opportunity for the kids in our community. That's just tremendous. So thank you for everybody that orchestrated that as well.
- Director Schoen said she is looking forward the annual recreation update at the next meeting.
- Director Owens congratulated the summer recreation staff on their programs
- Director Barram said she attended the Bend Central District Initiative Open House, where she gathered insights on future plans and appreciated the partnership involved. She highlighted ongoing wildfire assessments for parks and facilities and mentioned plans to review Executive Director Healy's goals at an upcoming meeting. She also spoke about the coordination with city staff and electeds to prepare for the October 29 meeting with the City of Bend.

**ADJOURN: 8:11 pm**

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Prepared by,  
Sheila Reed  
Assistant to the Executive Director

Jodie D. Barram  
Jodie Barram, Chair

Donna Owens  
Donna Owens, Vice-Chair

Deb Schoen  
Deb Schoen

Cary Schneider  
Cary Schneider

Nathan Hovekamp  
Nathan Hovekamp