



Board of Directors

December 03, 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
Jodie Barram
Cary Schneider
Nathan Hovekamp

BOARD ABSENT

Deb Schoen

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
Kathleen Hinman, Director of Human Resources
Brian Hudspeth, Director of Planning and Development
Henry Stroud, Principal Planner
Sara Anselment, Planner
Jason Powell, Construction Manager
Mike Duarte, Park Services Manager
Clay Pendergrass, Landscape Crew Supervisor, Sports Fields

Legal Counsel: Paul Taylor

VISITORS

Kristin Reidelberger: Ms. Reidelberger spoke on the behalf of Landwatch, she said Central Oregon is the fastest growing region of Oregon and commended the district for playing a role in providing SDC waivers for affordable housing. She advocated that the board continue the program for 20 years and remove the cap on waivers.

WORK SESSION

1. Athletic Field Report and Maintenance Program – *Becky Rexford, Mike Duarte and Clay Pendergrass (30 min)*

Mr. Duarte and Ms. Rexford provided an overview of changes implemented since 2019, highlighting significant developments such as the opening of Pacific Crest Athletic Fields, the renovation of Big Sky Park, the construction of two turf fields at Pine Nursery by Bend FC, adjustments to the school schedule, increased utilization of non-designated athletic fields, an extended field use season, and shared field grooming practices.

Mr. Pendergrass elaborated on the shared field grooming arrangement with baseball and softball programs, explaining that the district purchased additional equipment to support these efforts. Under this arrangement,

the programs are permitted to use the fields during open time slots and groom them for subsequent use later the same day.

Ms. Rexford outlined the different types of fields available, including sports complexes, designated athletic fields, and non-designated athletic fields reserved for practice. She discussed the scheduling priorities, listing them in order of importance: the district, Bend-La Pine Schools (BLS), local non-profits, and finally, private and commercial users.

She also reviewed the guidelines for future athletic field development, which include:

- Growth in field use hours
- Growth in participation
- Number and type of unmet requests
- Needs assessment data from community surveys
- Meeting the design requirements of the community
- Opportunities for development
- Available funding

Ms. Rexford shared the following statistics:

- Field use total hours: 21,317
- Total athletes: 7,958
- Unfulfilled request: 0
- Number of organizations served: 47

She reported significant growth in field use since 2019, noting broader distribution across town and improved scheduling efficiency. While individual hours of use have decreased since COVID, peak times are nearing capacity, with the highest usage for youth practices, youth games, and adult games. September and October remain the busiest months. Most usage comes from the district (61%) and non-profits (29%), with soccer leading, followed by softball, lacrosse, and baseball. Youth account for 75% of users, and adults 25%.

Mr. Duarte highlighted 20 years of collaboration among landscaping, sports, rentals, events, and park stewardship staff, enabling efficient communication, user coordination, and maintenance. Mr. Pendergrass expanded on how this teamwork benefits operations.

Mr. Duarte reported his team, consisting of seven full-time and five seasonal staff, maintains 76 acres of field space, parks, off-leash areas, and garbage. In 2024, they added an irrigation technician and a field painting robot to enhance efficiency. Turf care includes mowing, aeration, fertilization, seeding, topdressing, and irrigation maintenance to keep fields playable.

Mr. Pendergrass detailed infield maintenance, including daily grooming, chalking, and watering. Infields are tilled twice yearly to reduce compaction. He also noted that fields are prepared for eight sports, requiring precise lining, painting, and game prep. The robot "Clifton," using GPS, has reduced labor and paint costs by 50%. Tasks that once required three staff members now need only one, allowing staff to focus on other field-related tasks.

Ms. Rexford said looking ahead, the following is planned:

- Athletic Facility Use policy update
- Bend FC to build two more fields at Pine Nursery
- Pine Nursey Phase 5 - lights and artificial turf
- Updates to Lundgren Field at Skyline Sports Complex

2. SDC Waiver Program Update – Michelle Healy (40 min)

Executive Director Healy opened the discussion with the Board regarding System Development Charge (SDC) waivers, noting that no decisions would be made at this meeting but that staff was seeking direction. She explained that the board packet included the program's history, the previously passed resolution, and a document from city staff outlining expected projects and estimated costs to the district (Attachment A to the minutes). She pointed to the resolution and identified some inconsistencies with language and city processes that have changed since it was passed. She said the resolution calls for 30 years deed restrictions and the city requires 20, she added that staff is not recommending a change to the deed restrictions. She proposed clarifying the resolution to allow staff to make decisions on waivers, provided the requests meet the resolution's requirements, eliminating the need to bring each waiver before the board.

Executive Director Healy asked the board if they would like to move forward with providing further waivers. The board agreed to continue the program, Director Hovekamp expressed concerns about subsidizing developers and suggested narrowing waivers to non-profits. He also questioned the financial implications of projects and their level of profit. Director Owens said she is interested in finding the right mix to provide waivers. She said she is concerned about the projected requests of waivers that far exceed the number of waivers the board has granted in the past. Director Schneider highlighted the importance of balancing community needs with park funding, being a good partner to the city, and exploring collaboration to offset waiver costs.

Director Barram supported renewing the program but cautioned against exceeding 75 waivers annually. She suggested waivers carry over yearly for budgeting flexibility. Director Hovekamp thanked Director Barram for her comments and caution and reminded the board that the waivers will eventually cause a negative impact on building parks.

Executive Director Healy opened the conversation to discuss the number of waivers the board would like to approve and reviewed the history of waivers that have been granted in the past, reminding the board that they have not denied any waivers or additional waivers that have been requested. Director Hovekamp suggested putting a monetary value on the waivers annually (\$1M) with small increments every year, Executive Director Healy explained that it is difficult to track in dollars and cleaner to track as units. She said allowing waivers to roll over is also easier to track and creates less of "working the system" strategies. Director Schneider commented that allowing the rollover could encourage faster building and suggested approving a total amount to be used over a timespan instead of capping each year. Director Barram suggested doing 2-year increments and rolling waivers over if any remain to help with the district budgeting and expressed that she is comfortable with 75 a year since shelters are excluded from the waiver counts. Director Hovekamp said he would like to see the decision to consider reducing the staff time involved in the waiver program.

The board gave direction for 75 waivers annually that can roll over for 4 years with a 2 year check in and to continue limiting the number of waivers (75) any one project can use.

Executive Director Healy proposed removing the term "phases" from the resolution to clarify the intent as "per project." She also suggested text changes to clarify language regarding homeless and emergency shelters by removing caps and specifying housing types. Regarding mixed-income developments, she recommended striking them from the resolution as they are unlikely to occur. She advised addressing the program's impacts on the district during the CIP discussions.

CONSENT AGENDA

1. Minutes 11/19/2024

Director Owens made a motion to approve the consent agenda. Director Schneider seconded. The motion was approved unanimously, 4-0. (Hovekamp, Schneider, Owens and Barram)

BUSINESS SESSION

1. Approve Manzanita Ridge Construction Contract – *Jason Powell*

Mr. Powell reviewed the project timeline for the Manzanita Ridge Park construction bid, stating that Mountain Sky was the winning bidder. Construction is scheduled to begin in winter 2024, with completion anticipated by fall 2025.

Director Hovekamp made a motion to authorize the executive director to award a construction contract to Mountain Sky, Inc., for construction of the Manzanita Ridge Park for a total amount of \$1,222,480, and to approve an additional 10% construction contingency of \$122,248, for a total construction budget not to exceed \$1,344,728. Director Schneider seconded. The motion was approved unanimously, 4-0. (Hovekamp, Schneider, Owens and Barram)

2. Budget Committee Applications or Appointment and Budget Calendar Review – *Sheila Reed (10 min)*

Ms. Reed explained that two seats on the budget committee have expired. She noted that it has been the board's past practice to reappoint budget committee members who wish to continue serving. She requested direction from the Board on whether to proceed with reappointments or initiate an open application process. The board indicated their preference to reappoint the current members and, if either decline, to proceed with an open application process. Ms. Reed also reviewed the calendar of key dates for the 2025-26 budget process.

Director Owens made a motion to reappoint Daryl Parrish and Abigail Schneider to another term on the Budget Committee. If either or both decline, staff will initiate the open application process to fill the vacant seat(s). Director Schneider seconded. The motion was approved unanimously, 4-0. (Hovekamp, Schneider, Owens and Barram)

EXECUTIVE DIRECTORS REPORT

Executive Director Healy spoke about the following:

- She acknowledged being remiss in mentioning one group that received an award at ORPA. The ORPA DEI Committee received the President's Award for their work over the past year. Several district staff members are part of this committee, including Bronwen Mastro, Zara Hickman, Kathya Avila Choquez, and Teresa Burnett-Dumanch.
- She said registration opens December 9-11, registrations have been going very well since the start of the registration improvement team that was created to respond to challenges. In addition, staff hosted first registration event at Larkspur tonight. This event is designed to help families facing barriers to registering.
- Staff conducted a survey on outdoor pool cover preferences, performed several reference checks on potential enclosures, and are focusing on a preferred alternative to include in the upcoming CIP discussion.
- OSU Cascades plans to request funding for a student health and recreation center, which includes remediating portions of the land for its construction. There are no changes to the proposed location within the campus, and a pool is not anticipated at this time. Progress is pending state funding approval (see attachment B to the minutes).
- The SDAO Conference will be held in Bend from February 6-9. Please inform Sheila of your availability to attend.

REPORTS

CALENDAR

GOOD FOR THE ORDER

- Director Hovekamp asked about the stop gap measures for recreational immunity. Executive Director Healy said she has heard that in the legislature is going to make these measures somewhat permanent, she said she will follow up with what she hears from ORPA on the subject.
- Director Owens commended the staff that puts the newsletters together, she said it is full of special information that made her happy.
- Director Barram said she was going to make the same remarks about the newsletter. She said after reading the newsletter, she took a virtual class that was mentioned and really enjoyed the opportunity.

ADJOURN: 8:15 pm

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Prepared by,
Sheila Reed
Assistant to the Executive Director



Jodie Barram, Chair



Donna Owens, Vice-Chair



Deb Schoen



Cary Schneider



Nathan Hovekamp

Possible Changes to BPRD Park System Development Charge (SDC) Waiver Program December 3, 2024

Text below follows BPRD Resolution No. 2022-07. ~~Strikeout~~ is text proposed to be deleted, *italicized* sub-bullets are items of discussion or question, and text with yellow highlight and underline are for discussion. Sections of Resolution No. 2022-7 without suggested edits or items of discussion are omitted from this document.

Deed Restricted Affordable Housing Waivers

1. Subject to limitations below, the Parks SDCs shall be waived for Deed Restricted Affordable Housing units approved for exemptions from City transportation, water, and sewer SDCs by the City of Bend ~~Affordable Housing Advisory Committee~~ and that meet or exceed the 30-year deed restriction requirement.
 - a. *Updated language to account for new city process. City exemptions do not go to AHAC. They are administered by staff as prescribed in city code.*
 - b. *Add language to clarify that district staff administer district's waivers based on resolution criteria. This is how it already functions.*
 - c. *Any changes to deed restriction duration? Staff does not propose changing.*
2. The SDC waivers for Deed Restricted Affordable Housing authorized by this Resolution shall not exceed 75 units in any calendar year.
 - a. *Number of waivers? City has estimated 425 units over the next 3 years, see attached table of anticipated affordable housing projects. Est. cost ~\$3.3M - \$4.8M.*
 - b. *Roll over or capped by year? We have done both. Rollover requires less staff time to track.*
3. Deed Restricted Affordable Housing projects with 54 or fewer units, in all phases, may receive SDC waivers for up to 100% of the units. ~~within a single development phase~~. Deed Restricted Affordable Housing projects with 55 or greater units, in all phases, may receive SDC waivers for up to 50% of the total units (rounded up to next full unit). ~~in a single development phase~~. Notwithstanding anything herein to the contrary, no project may receive waivers for more than 75 units total ~~in any one development phase~~.
 - a. *As originally written, this should have said in "all development phases". Deleting the "single phase", alleviates ambiguity. Change still supports phases, and if there are more than 55 units (as defined by associated land use application), they would be eligible for up to 50% of the total.*
 - b. *Should there be a cap on the number of waivers one project can receive?*
 - c. *Clarify that all units in a development, with the exception of single-family homes, must apply for needed waivers at one time. For example, if there are not enough waivers remaining in 2025, they can't request some, and then come back in 2026 to get the rest. This is more restrictive but will help with staff time. If additional units are added later, applicant must submit land use*

- a. *As written, this rarely works and only happened once for one unit as the result of a coincidence because of cap being reached. If the board still wants it, it would be easier to allow an additional 5 for any mixed market (regardless of timing or lack of remaining waivers) with at least 5 market rate units. The original purpose of this was to support or incentivize mixed income developments.*

Miscellaneous

1. This Resolution will be effective for all purposes on January 1, 2023 and will automatically sunset, and all SDC waivers provided herein will cease to be available, after December 31, 2024.

- a. *Duration of program? City is requesting no sunset date to match their program.*

Other

1. Waivers by value, versus unit count? Staff recommends staying with unit count for ease of administration.
2. Any changes to eligibility by developer type, e.g. Housing Works as regional Housing Authority?
3. Project reductions as a result of waived SDC revenue – when the district proposes the new SDC project list this winter, the board could provide staff with direction on which project(s) to delay adding to the CIP within the overall project list duration (usually 10 years). Past policy guidance is to delay or reduce project scope to a community park or regional park project (s) rather than a neighborhood specific project.

Anticipated Affordable Housing Projects

2025				
Developer	Development	Units	Development Type	Non-profit?
Home First	Bend Atwood Apartments	98	Lease	No (B-Corp)
Habitat for Humanity	Bear Creek Village	8	Purchase	Yes
Thistle and Nest	NE Franklin (not named yet)	18	Purchase	Yes
		Subtotal	124	

2026				
Developer	Development	Units	Development Type	Non-profit?
Hayden Homes	In Obsidian Heights Subdivision	22	Purchase	No
United Housing Partners	Lamont at Easton	204	Lease	No
		Subtotal	226	

2027				
Developer	Development	Units	Development Type	Non-profit?
Habitat for Humanity	Stone Creek Commons	18	Purchase	Yes
Thistle and Nest	Unknown	57	Purchase	Yes
		Subtotal	75	

Total units 425

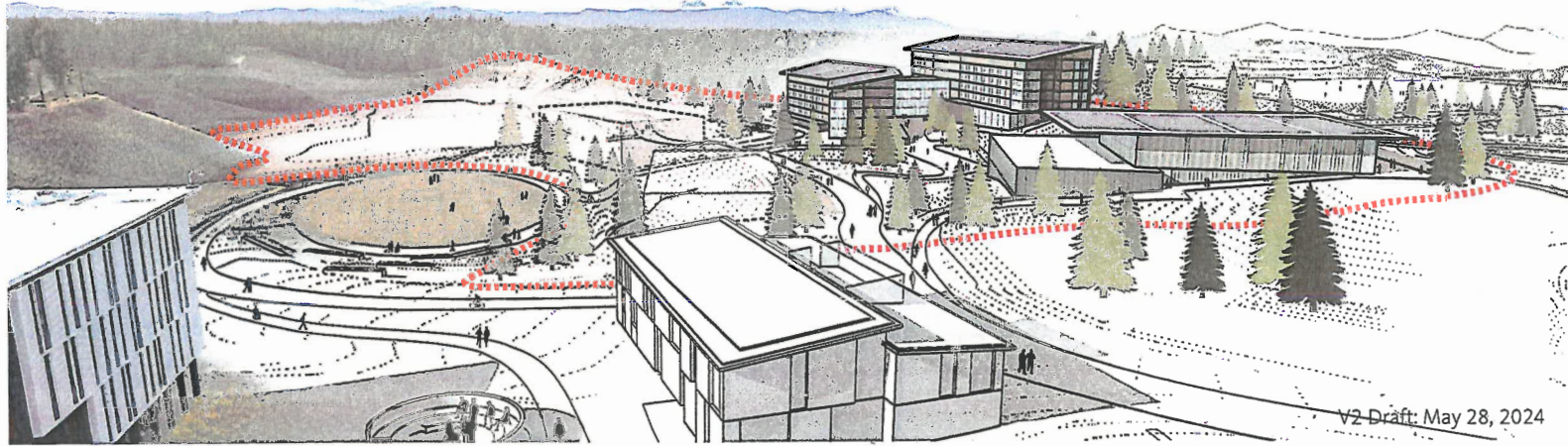
Estimated cost \$3.3M to \$4.8

Notes:

Project data and unit count supplied by City of Bend, cost estimate by BPRD. Cost estimate based on 2024/25 Park SDC rates.

Final program costs will depend upon timing, development type, duration of program and number of units built.

A Health and Recreation Center for Student Success



Join us in the effort to secure funding for the next step in OSU-Cascades' development, a health and recreation center that will help students thrive inside and outside of the classroom.

OSU-Cascades is seeking funding from the Oregon State Legislature in the 2025 session for a building and associated land remediation and infrastructure, which will provide:

- A 40,000 gross square foot building including:
 - Dedicated and private spaces for clinical health services and staff, such as a nurse, physician assistant and other clinicians, and for mental health counseling.
 - Physical recreation spaces to support a variety of activities.
 - Two multi-purpose recreation fields, with storage
- 24 acres of usable land that will support more than a decade of growth for the campus, including the Student Health and Recreation Center, a student housing project, and the next two to three academic buildings.

The only public university in Oregon without a health and recreation center, OSU-Cascades is seeking to provide students from all backgrounds – including those with physical disability or chronic illness – equitable access to optimal health and wellness.

“Physical health and wellness linked to student success.”

- INSIDE HIGHER ED, MAY 31, 2021

Studies point to the impact of physical and mental health on student success rates and degree completion. Optimum health and wellness are essential for student retention, timely academic progress and successful degree completion.

“Our options to workout or see a health specialist on campus are almost nonexistent, and very expensive or inconvenient off-campus. This is especially true for students in financial need. That’s why students voted in 2017 to contribute to a health and recreation center.”

- Whitney McFarlane, Student

COST		BUDGET	
Land remediation	\$22 million	OSU debt, grants, gifts	\$22 million
Construction and infrastructure	\$62 million	Student fee paid cash, debt	\$20 million
TOTAL COST	\$84 million	State Request	\$42 million

Join Now4 OSU-Cascades, a community advocacy group supporting Central Oregon’s growing university campus.



thebeavercaucus.org/now4osu-cascades



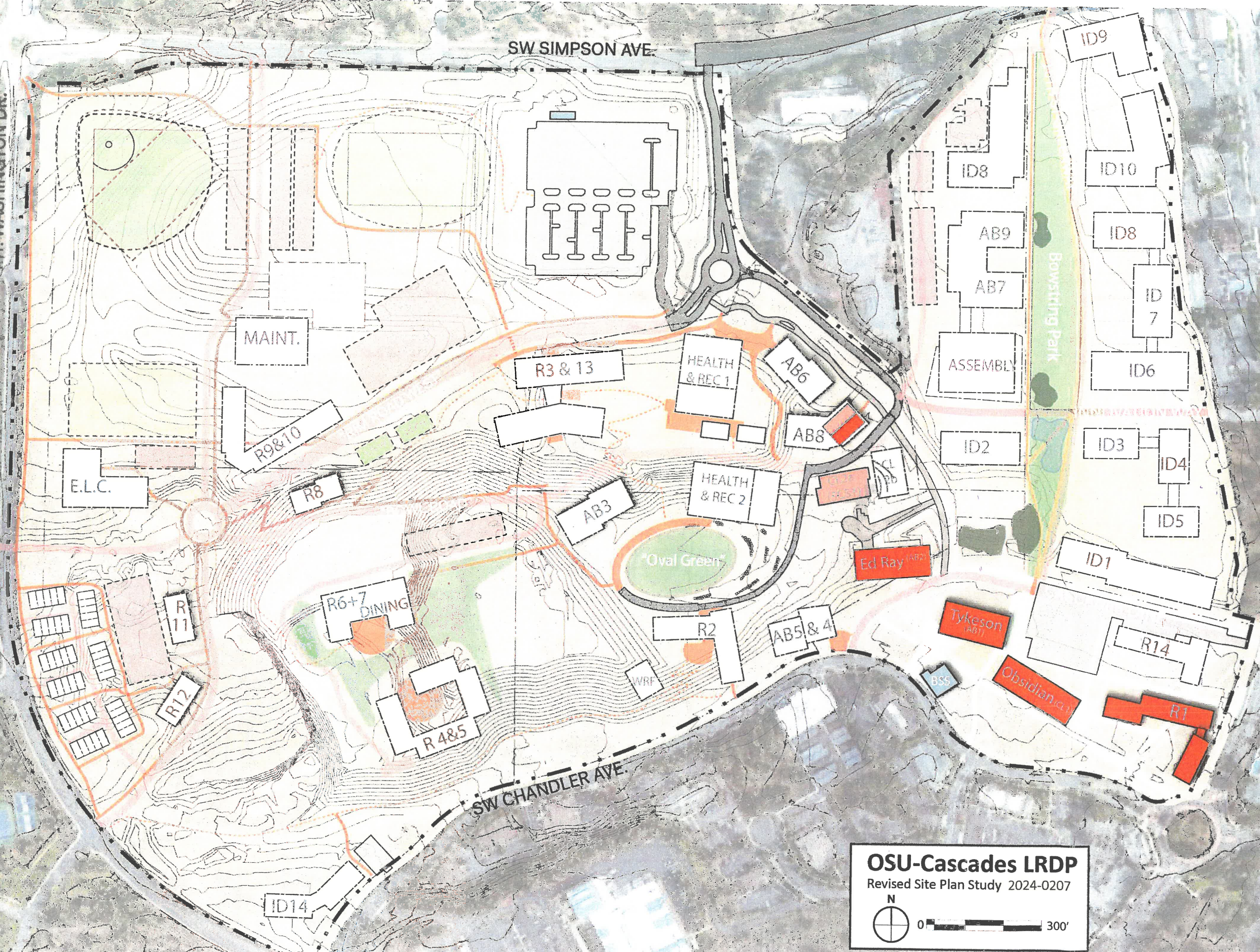
MT. WASHINGTON DR.

SW SIMPSON AVE.

SW CENTURY DR.

SW CHANDLER AVE.

Bowstring Park



OSU-Cascades LRDP
 Revised Site Plan Study 2024-0207

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 0 300'