



## Board of Directors

January 7, 2025

District Office Building | 799 SW Columbia | Bend, Oregon



The board met in Executive Session prior to the regular meeting pursuant to ORS 192.660(2)(h) for the purpose of consultation with counsel concerning legal rights and duties regarding current litigation or litigation likely to be filed. This session was closed to all members of the public except for representatives of the news media.

***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  
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  
Jason Monaghan, Facilities Manager  
Kim Johnson, Community Engagement Supervisor

### **VISITORS**

**Bess Goggins:** Ms. Goggins, CEO of the Boys & Girls Club, provided an overview of the organization, highlighting its financial stability, debt-free status, and clear vision. She expressed her commitment to ensuring that the facility remains a viable option for the club's operations.

**Dan Fishkin:** Mr. Fishkin, an advisory board member of the Boys & Girls Club, emphasized the need for both parties to address financing capital improvements for the building to ensure continued use by the club. He advocated for ongoing conversations between district staff and Boys & Girls Club staff to clarify responsibilities and ensure proper building maintenance.

**Danielle Rosenfield:** Ms. Rosenfield acknowledged the partnership with the district as the foundation for providing opportunities to Bend's youth. She expressed desire for continuing this valuable collaboration in the years ahead.

### **WORK SESSION**

1. Bend Park and Recreation Foundation Overview – *Julie Brown, Kim Johnson, Jane Dunham and Ted Schoenborn*

Ms. Brown provided an overview of the Bend Park and Recreation Foundation, a separate 501(c)(3) nonprofit established in 1977. The foundation's mission is to enhance Bend's livability.

She highlighted the foundation's unique structure, with its priorities directed by the Bend Park and Recreation District (BPRD). The foundation is governed by a volunteer Board of Directors appointed in accordance with its bylaws, which require a minimum of three members. The board's primary responsibilities include financial oversight of donations and resources and raising funds to support initiatives such as recreation scholarships.

Ms. Brown also noted the foundation's role as a fiscal sponsor for district projects, including a significant current effort. Additionally, board members advocate for the values of parks and recreation within the community.

Ms. Johnson reviewed projects supported by the foundation, indicating that many have historically been capital improvement projects across the district. She explained that the foundation's focus has shifted over time to include fiscal sponsorship of district projects and oversight of donations aligned with donors' interests, including scholarships. She also highlighted the financial management of endowment funds held with the Oregon Community Foundation..

Ms. Dunham spoke about the support provided by the foundation for needs-based assistance and direct support for fees that individuals or families may not be able to cover, even after scholarships are applied. She also discussed the support for Therapeutic Recreation, which includes supplemental assistance with registration fees and funding for program activities for participants.

Mr. Schoenborn outlined the foundation's various fundraising efforts, including events, dasher board sponsorships, direct mail appeals, brochures, and community partner fundraisers at local establishments. He reviewed plans for 2025, which include hosting a Bingo event, expanding partner fundraisers, following up with donors, recruiting new board members, and seeking legacy gift donors.

The board shared their appreciation for the work the foundation does to reach the community and improve participation.

## 2. High Wheel Update – *Sasha Sulia and Jason Monaghan*

Ms. Sulia explained that the high wheels, used for hauling logs in the early 1900s, were given to the City of Bend over 80 years ago. Brooks-Scanlon used the high wheels until further innovations rendered them obsolete. She detailed their timeline: the high wheels were installed in Drake Park in 1941, removed for restoration in 1965, and returned in 1967. They were removed again in 1999 for additional work and reinstalled in 2001. In 2018, an assessment recommended a complete rebuild. Currently, the high wheels remain in the park, but due to their poor condition the high wheels will be removed from the park. More challenging is the limited availability of specialists who can perform the restoration, and estimates ranging from \$50,000 to \$200,000.

Mr. Monaghan stated that temporary repairs were made a few years ago. He has since researched options to address the wood rot, noting that the metal components are in good condition. He mentioned a plan that involves removing the surrounding foliage and constructing a concrete structure to support the high wheels. He is still researching options, estimating a cost of \$9,000 to remove them from the site and a similar amount to return them. While a full rebuild may be needed, he explained that repairs may also be an option and outlined some potential approaches for consideration.

Director Schoen asked whether Art in Public Places would be interested in assisting with the project and inquired about the district's policy on restoring historical objects. Executive Director Healy explained that the policy does not mandate repairs to such features.

Director Schneider suggested exploring the possibility of restoring the high wheels using alternate wood types. Mr. Monaghan responded that he is interested in restoring the wooden components and believes this approach could result in significant cost savings.

Director Hovekamp expressed pride in the district's work on similar features and encouraged a pragmatic approach to spending. He suggested carefully weighing the options, considering partnerships, or potentially relocating the high wheels to a new site.

Director Owens proposed exploring fundraising efforts or partnerships with timber companies. Director Barram raised concerns about the ongoing costs of restoration and future maintenance. She suggested that if the high wheels cannot be restored to their original form, they could be symbolically represented in another way, such as a bronze statue.

Kelly Cannon Miller of the Deschutes Historical Society, expressed that there is community support for the project. She mentioned that since 2018, there had been collaborative efforts to assist with the project, but those efforts stalled. She encouraged the board to engage with community partners and mentioned that the delays have increased repair costs. While she offered assistance, she clarified that she does not want to take ownership of the high wheels.

### 3. History of Old Bend Gym and Boys and Girls Club – *Kristin Toney*

Ms. Toney provided an update on the proposed lease amendment for the Boys & Girls Club (BGC) building. The BPRD Foundation fundraised to restore the building in 1995, and it was leased to BGC in 1999. Under the current terms, BGC pays \$1 annually, is responsible for building repairs and maintenance, and must provide a programming calendar for unused space. Discussions to amend the lease began in fall 2023 to align it with current operations and address the exhaustion of original repair funds. The district proposed assuming responsibility for \$700,000 in exterior repairs while offering BGC more exclusive use of the building. In response, BGC proposed a 50-year lease with the district assuming all capital improvement responsibilities.

Ms. Toney spoke of ongoing challenges with BGC's financial and maintenance obligations. Over the lease term, BGC has struggled with financial stability and failed to consistently meet maintenance requirements, leading the district to fund over \$292,000 in repairs. The district raised concerns about BGC's ability to maintain financial and operational sustainability, especially given their reliance on subsidies and revenue from renting the space. The board was presented with several options: maintain the current lease terms and make better use of the building during non-program hours to generate revenue, amend the lease to include equitable funding for maintenance while potentially reducing BGC's responsibilities, or explore transferring ownership of the building to BGC or the Bend-La Pine School District.

Ms. Toney emphasized the need to address the \$700,000 wall repair and other upcoming maintenance projects while balancing district-wide budgetary demands. Feedback from the board is essential to guide further negotiations and ensure the district can achieve equitable terms that maximize community benefit.

The board and staff discussed the limitations and time constraints of district use of the building. Director Schoen asked how the district acquired it. Executive Director Healy explained that it is a gym and likely tied to recreation needs.

The board asked if staff had assessed the building and its repair needs. Staff confirmed that evaluations have been conducted. Director Owens suggested utilizing the space to offset costs and suggested it as a possibility for the Art Station.

Director Barram raised concerns about the building's long-term safety, Executive Director Healy noting that deterioration will accelerate without consistent maintenance. Director Barram also emphasized that if the district invests heavily in the facility, it should be more broadly available to the community. She added that the school district should be involved, given its ownership of the land and connected buildings.

The board expressed support for continuing the partnership, with Director Schoen stressing that if the district is going to be responsible for some maintenance, it should also have access to the space. Director Barram added that all stakeholders should contribute to repair costs.

Mr. Mercer explained that the district has historically prioritized the club's revenue needs over its own use but sees potential for district programming during evenings and weekends, though it would not generate significant income. The larger issue remains funding capital improvements.

Mr. Fishkin highlighted that the building's façade is a safety concern, while Bess detailed current usage, including occupancy until 7 p.m., Saturday programs, and Sunday rentals to a church. She indicated weekday morning availability and emphasized the club's service to local children. Mr. Fishkin added that the club has funded various repairs over the years.

Director Schneider requested cost estimates for necessary repairs.

#### 4. Riverfront Street Project Update – *Henry Stroud, and Brad Tower, City of Bend*

Mr. Stroud provided an overview of the project, emphasizing its role as part of the Deschutes River Trail (DRT) and its importance as a key connector. He remarked that the street is in poor condition, requiring repairs. The existing roadway is a narrow two-way street with a sidewalk and a four-foot-wide landscape strip containing utilities.

The project aims to complete the missing segment of the Deschutes River Trail and create an accessible route. Additional goals include improving transitions to Miller's Landing and Drake Park, addressing failing pavement conditions, and upgrading the stormwater system.

Mr. Stroud highlighted the partnership between the City of Bend and BPRD, formalized through a 2023 intergovernmental agreement (IGA). The city is leading the project, with the district providing technical and limited financial support. Design costs are being split equally, and the final design must include a minimum 8-foot-wide accessible path.

Mr. Stroud reviewed the project status, which included public meetings and survey results. Based on community feedback, two design options were developed: a one-way street layout and a two-way street layout. The designs were presented to the board, highlighting differences such as parking configurations. Survey results indicated a public preference for the one-way street design.

Next steps for the project include communicating the preferred design to the public, beginning the design phase, and determining construction funding and timeline.

The board inquired about various design elements, including lighting, signage, path width, and surface materials. Mr. Stroud confirmed that all these elements are planned. He noted the possibility of using a contrasting color for the trail at driveway crossings to improve visibility and safety. He also confirmed that signage will be included to direct trail users.

The discussion continued to include funding for the project beyond design that will include some grants and other sources. The district's committed funding includes the equally shared cost of design with the city.

5. LOS and Comp Plan update – *Henry Stroud and Sara Anselment*

Mr. Stroud provided an overview of the comprehensive plan, describing it as the district's guiding policy, which includes 110 projects and level-of-service metrics. He reviewed these metrics, which measure park acreage and trail miles per 1,000 residents, with targets set in the comprehensive plan and updated annually. He explained how staff analyzes population estimates, noting that the state's population is trending downward, leading to a decrease in the district's population from 2023 to 2024. This decline improved the district metrics and it is meeting or close to meeting all of the level of service goals showing increases from 2023-2024.

Ms. Anselment presented an update on project tracking, introducing a new "partially complete" category. Of the 110 projects, she reported that 83 have not yet started, 26 are in progress, and one has been completed. She also reviewed the status of projects by type and priority, highlighting progress made since 2018, with 19 completed projects reflecting a positive trend in project completion.

6. Pool Cover Information Update – *Matt Mercer*

Mr. Mercer provided a history of the pool cover, explaining that the structure was originally installed in 1997 and later relocated in 2006 to cover the new 50-meter pool. In 2016, the third generation of fabric panels was installed, but in 2024, the roof panels were not removed due to safety concerns. Over time, the structure has deteriorated and now requires renovation or replacement. The fabric must be replaced every 8 to 10 years, and even with upgrades, roof panel removal is unlikely. Additionally, the original supplier has sold and liquidated, and the structure's low energy efficiency has led to increased utility costs. Seasonal environmental challenges, such as compromised indoor conditions in winter and climate-related impacts like smoke in summer, along with evolving user preferences, also need to be considered.

Survey results indicated that most users were satisfied with the roof remaining in place over the summer. While 38% preferred direct sunlight, the majority favored some level of shade. The most desirable aspect of an open structure was the ability to remove the roof and side panels. Users expressed a willingness to trade some level of openness for greater operational flexibility, prioritizing maximizing openness in summer over maintaining the quality of the indoor season.

Moving forward, the next steps include completing further research, including cost analysis, and presenting a recommendation to the board. A design/build proposal is expected to be issued and awarded by Summer 2025, with preliminary planning to refine the project scope, cost, and schedule set for Fall 2025. Final design, permitting, and GMP will take place from Winter to Summer 2026, with construction planned to begin in 2026.

**CONSENT AGENDA**

1. Minutes 12/17/2024

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

**EXECUTIVE DIRECTORS REPORT**

Executive Director Healy provided updates on several topics.

A recreation survey will be conducted to assess community priorities for recreation programming. The survey is scheduled to be released in mid to late January and will include a statistically valid "invite" sample as well as an open link for broader public participation. Results are expected in early to mid-March, and the findings will be shared with the board once available.

At Larkspur, three dead trees are scheduled for removal on Thursday, January 16. A contractor will use a crane for the work, requiring a temporary closure of the trail during the removal process. The trees, located along the property line between the obsolete canal and the Larkspur Trail, died due to the canal no longer being in use. Plans include planting a few new trees with access to the park's irrigation system.

At Miller's Landing, cranes will begin work next week. Additionally, staff is investigating longstanding issues at River's Edge in response to a recent email inquiry.

She addressed an email the board received regarding the DRT near River's Edge and reported that staff was looking in it.

**GOOD FOR THE ORDER**

- Director Schoen shared that she enjoyed lunch at Larkspur and suggested having the café staff provide dinner for a future board meeting.
- Director Schneider expressed appreciation for the BPR Foundation Board and the work they do, as well as staff's efforts in preparing board presentations.
- Director Hovekamp acknowledged staff's commitment to public engagement, recognizing their efforts to gather input and be responsive in carrying out community outreach responsibilities.

**ADJOURN: 9:28 pm**



Prepared by,  
Sheila Reed  
Assistant to the Executive Director

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Jodie Barram, Chair

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Donna Owens, Vice-Chair

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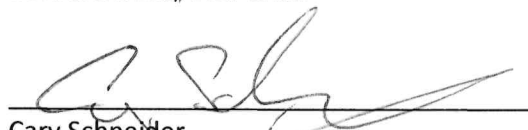


Prepared by,  
Sheila Reed  
Assistant to the Executive Director

  
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Jodie Barram, Chair

  
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