



Board of Directors

December 17, 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
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
Eric Baird, Finance Manager
Rachel Colton, Planner
Cathi Ellis, Enrichment and Inclusion Manager

VISITORS

Steve Stenkamp: Mr. Stenkamp shared his concerns about the high wheel in Drake Park and the district's plan to repair the feature. He advocated for a full restoration of the high wheel and asked the board to allocate funds for it.

Isaac Zinda: Mr. Zinda thanked the board for the SDC waivers that they have approved in the past and encouraged the board to continue with the SDC program. He said he has experienced the high cost of Bend and shared some of his friends' experiences. He asked the board to remove some of the constraints in the resolution.

David Welton: Mr. Welton shared that the SDC waivers have helped put families in homes in Bend and kept people working here. He asked the board to expand the waiver program.

Kristin Reidleberger: Ms. Reidleberger from Landwatch, said LandWatch supports the SDC waivers and asked the board to continue the SDC waiver program, she added that she still thinks more can be done with the program.

Katy Brooks: Ms. Brooks acknowledged that the parks board has a job to do and commended the board for providing SDC waivers for affordable housing. She said she appreciates the work the district does and asked the board to renew the SDC program again tonight. She added that she would like the board to consider more flexibility with the waivers.

Lynne McConnell: Ms. McConnell thanked the board for the support on the Nine Peaks project and commended the staff that reaches out to the community to provide district services. She asked the board to consider the allocations of the waivers to help encourage density.

WORK SESSION

1. Community Sponsored Projects Update – *Rachel Colton*

Ms. Colton gave an overview of the program, explaining that projects are initiated, planned and implemented in partnership with the community, she said the program was created in 2016 with a formal process and 114 requests have been submitted since 2015.

She reviewed the implemented projects, she said there have been 12 implemented in 11 parks that are small to large in scope. She highlighted some of the projects Including: Sand volleyball, Skyline Park Disc Golf, Miller's Landing garden expansion, Alpenglow Park lending library, Big Sky Park cyclocross.

Director Hovekamp asked about the public use of the facilities in partnerships. Ms. Colton said there are some that do have restrictions on projects like the courts the Pickleball Club built. Executive Director Healy said each program is a little different and public access is addressed. Director Hovekamp asked that staff continue to ensure public access.

Director Schneider inquired about why some programs do not move forward. Ms. Colton provided examples of programs that have not succeeded due to various restrictions, such as partners requiring grant applications that the district cannot meet the criteria for, liability concerns, and financial limitations.

The board overall shared their support for the partnership program.

CONSENT AGENDA

1. Minutes 12/3/2024
2. Approve Authority to Open an Investment Account
3. Approve renumbering three resolutions

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

BUSINESS SESSION

1. Annual Comprehensive Financial Report and Audit – *Eric Baird and Audit Firm*

According to the auditors, the district's recent audit resulted in a clean opinion, indicating no major findings or weaknesses in financial controls. Auditors shared that they discovered a minor error in the 2024-2025 budget summary and two small uncorrected misstatements involving revenue timing, but these issues had not materially affected the overall financial picture. The district's implementation of GASB Statement No. 100 did not impact its statements. Assets continued to grow—primarily through land and facility expansions—while liabilities had increased slightly due to pension obligations. Revenues rose by 12.5%, outpacing the 9.4% increase in expenses, and no contingency funds have been used. Auditors also clarified the difference between restricted and unrestricted funds and praised the district's staff for maintaining accurate records and managing operations efficiently, which contributed to the smooth audit process.

Mr. Baird expressed satisfaction with the year-end financial results and acknowledged the challenge of planning for June 2024 while still in December 2023. He emphasized that this discussion sets the stage for the upcoming budget process. He praised the auditors as valuable partners, contributing to the successful completion of the ACFR. The report includes four main sections:

- Introductory Section
- Financial Section
- Statistical Section
- Audit Comments

To better understand the report, Mr. Baird recommended starting with the transmittal letter and statistical section before diving into detailed notes, such as those on capital assets.

Mr. Baird explained the district's financial health and showed the trends of revenues and expenditures over the last five years. He reviewed fund balances and spoke about how they are used. He explained that the district saves money to cover future projects like parks and community facilities. He said this careful planning ensures the district can handle both current operations and upcoming needs.

Mr. Baird thanked the finance team for their hard work, emphasizing their efforts to keep things running smoothly while managing both daily operations and long-term audits. He noted how the team's dedication sets the district up for continued improvement in 2025.

Director Hovekamp made a motion to accept the Bend Park and Recreation District's audited Annual Comprehensive Financial Report for the fiscal year 2024. Director Schneider seconded. The motion was approved unanimously, 5-0. (Hovekamp, Schneider, Schoen, Owens and Barram)

2. SDC Waiver Program – Michelle Healy

Executive Director Healy explained that the resolution includes 300 waivers to be used over four years, divided into two-year blocks, with unused waivers rolling over. The number of units has changed from 50 to 40 waivers per project for 100% of waivers. For developments exceeding 40 units, 50% of the waivers will be granted, with no single project receiving more than 75 waivers. She also noted changes to the language concerning homeless emergency shelters, specifically regarding tent camps and temporary structures. The program will run from January 1, 2025, to December 31, 2028.

Director Schneider suggested adjusting the threshold for waivers, setting a baseline of 40, with any additional waivers above that granted at 50%. Director Schoen asked if the board had considered increasing the number of waivers to 100 per year and expressed agreement with Director Schneider's proposal. Director Barram responded that the board had discussed the number of waivers and reached a consensus of 75 at the last meeting, citing concerns about the impact on the district's budget.

The board supported granting waivers at a baseline of 40, and then granting waivers at 50% in excess of 40 with a cap of 75.

Director Hovekamp noted that a significant portion of the community expects new development to fund its own growth, emphasizing the fairness of this expectation. He mentioned ongoing questions about what it truly means for a project to "pencil out" and expressed concerns about repurposing district funds. He thanked the staff for their efforts and remarked that, while he believes the board is making the right decision, he remains concerned that more may be asked of the district, as was the case this year. He highlighted that the waivers have a tangible financial impact on the district's ability to build parks.

Director Schoen acknowledged that other district efforts, such as providing childcare, also contribute to housing stability by enabling parents to work and afford homes. Director Hovekamp expressed his desire to limit the time the board and staff dedicate to this topic moving forward.

Director Schneider made a motion to adopt Resolution No. 2024-12 as amended extending the availability of System Development Charge waivers for deed-restricted affordable housing and certain short-term, temporary housing. Director Schoen seconded. The motion was approved unanimously, 5-0. (Hovekamp, Schneider, Schoen, Owens and Barram)

EXECUTIVE DIRECTORS REPORT

Executive Director Healy gave updates on the following:

- The canned food drive at Larkspur brought in almost 2,000 lbs. of donated food with the goal to bring in 5,000 lbs. this holiday season.
- Hollinshead open house last weekend had approximately 300 visitors, CO Daily did a story on the event.
- Registration for Winter programs went well last week. With over 7,000 registrations across the three days. The waiting room was cleared by 6:15 am each day and maximum wait times were five minutes.
- Winter Solstice is Friday night at the Pavilion from 6 pm to 8:30 pm
- Community Rec Swim Party for Ann Story also Friday evening from 4:30 to 5:30 and then refreshments in Classroom A from 5:30 to 6 pm at Larkspur.
- Winter Community Celebration is this Sunday 3:30 -5:30 at the Pavilion. There will be free skating and an assortment of other activities for the community to enjoy. A flier is in your folder.

GOOD FOR THE ORDER

- Director Schneider recognized Julie and her team for the updates they share every few weeks. He said one recent story from a resident at Juniper really stood out, highlighting how much our parks and resources impact people’s well-being—both physically and mentally.
- Director Hovekamp acknowledged the great discussions tonight and said he is proud of the board and is honored to serve.
- Director Schoen thanked everyone for the flowers she received and appreciated the discussions tonight.
- Director Owens wished everyone happy holidays.
- Director Barram announced the SDAO conference is in February and to sign up with Sheila, she added that there is a public meetings law training is this week.

ADJOURN: 8:15 pm



Prepared by,
Sheila Reed
Assistant to the Executive Director




Jodie Barram, Chair



Donna Owens, Vice-Chair



Deb Schoen



Cary Schneider



Nathan Hovekamp