



Board of Directors

Agenda & Reports

February 22, 2011

**Bend Park and Recreation District
Board of Directors**

AGENDA

February 22, 2011

5:30 PM Work Session

**District Office Building
799 SW Columbia
Bend, Oregon**



5:30 PM WORK SESSION

1. Sustainability update
2. Capital Improvement Plan (CIP) discussion
3. Colorado Street Dam Project

VISITORS

Work sessions are scheduled for the board to receive and discuss information regarding district operations, projects, and planning to aid in their decision-making process. The board can choose to accept comment on work session agenda items at the end of their discussion. The chair may ask for comment from visitors at the appropriate time. Please state your name and address and limit your comments to three minutes in the interest of allowing the board to complete their work session agenda.

EXECUTIVE DIRECTOR'S REPORT

BOARD MEETINGS CALENDAR REVIEW

GOOD OF THE ORDER

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BOARD AGENDA COMMUNICATION

AGENDA DATE: February 22, 2011

SUBJECT: Sustainability update

STAFF RESOURCE: Lindsey Lombard, Finance Director
Don Horton, Executive Director

PREVIOUS BOARD ACTION: None

ACTION PROPOSED: None - for information purposes only

BACKGROUND

The district's Sustainability Team, a team of nine staff representing all areas and levels of the district, began a sustainability workshop series just over one year ago. The Natural Step was the conceptual framework for the workshop series, and we partnered with The Environmental Center and the Bend La Pine School District to bring this opportunity to Bend. The Natural Step is a science-based set of principles that has been used successfully by businesses and communities, large and small, to organize and guide their sustainability efforts.

Beginning with this program our organization continues to move forward in our sustainability efforts. We have learned a process of analyzing the sustainability of our organization, and we also learned that sustainability requires a genuinely transformative way of thinking—seeing the world through a sustainability lens. We have developed a sustainability baseline assessment of our organization, and continue to track and update measurements included in the assessment. We are also striving to incorporate sustainability into our culture and our operations—this is an area that we hope will always be ongoing for our organization as we move into the future.

Two examples of how we are incorporating sustainability into our overall operations are our part-time sustainability intern and our partnering with the sustainability class at OSU-Cascades. Steven Beyer, our sustainability intern, has been working an average of 20 hours per month this fiscal year, and has been a very valuable resource for us. His cross-departmental and external research, communications, data gathering and passion continue to provide us with the information required to understand and document our progression towards sustainability.

We have recently entered into a partnership with Matt Shinderman's sustainability class at OSU-Cascades. His current class will be working on multiple projects for us this term, and we hope to build an on-going relationship that will benefit us, our community, and the students.

Staff will provide more details regarding sustainability during the work session.

STAFF RECOMMENDATION

None. This presentation is meant to provide the board an update on the district-wide sustainability initiative.

BUDGETARY IMPACT

It is anticipated that our partnership with the OSU-Cascades sustainability class will result in future long-term benefits for the district, and currently costs only a small amount of staff time. Our sustainability intern is estimated to cost approximately \$3,000 in wages and payroll taxes for the current fiscal year. The net financial benefit or cost of implementing specific sustainability actions is unknown at this time. The district will perform a financial analysis of each action prior to implementation to ensure fiscal responsibility and long-term financial sustainability.

MOTION

None ó for discussion purposes only.

ATTACHMENT

None.

BOARD AGENDA COMMUNICATION

AGENDA DATE: February 22, 2011

SUBJECT: Capital Improvement Plan (CIP)

STAFF RESOURCE: Don Horton, Executive Director
Bruce Ronning, Director of Planning and Development
Lindsey Lombard, Finance Director

PREVIOUS BOARD ACTION: The BPRD Five-Year Capital Improvement Plan was last revised and adopted on June 1, 2010. On January 14, 2011 the board reviewed and discussed CIP priorities.

ACTION PROPOSED: Additional board discussion of Five-Year CIP priorities

BACKGROUND

During FY 2009-10 the board worked with staff to sort the district's capital improvement plan (CIP) into five and ten year periods. The current Five-Year CIP (adopted by the board in June 2010) ranks facility categories as "highest, high, medium and low community priorities" as determined through the 2008 Community Interest and Opinion Survey, an Advisory Group process and subsequent board priority setting discussions. The CIP process was also informed by identified future neighborhood and community park and trail needs, a gap analysis based upon the district's adopted level of service standards, and GIS data. At the January 14, 2011 board workshop, staff reviewed the adopted CIP in light of a revised SDC Fund Forecast and updated financial forecast and the board discussed priorities for the upcoming fiscal year.

STAFF RECOMMENDATION

Staff will present a first draft 2011-12 CIP based upon the January 14 board discussion and other inputs. Following the February 15 board discussion, staff will return on April 5 with a revised draft CIP and associated financial forecast.

BUDGETARY IMPACT

None at this time; however it is clear given current revenue projections that the full set of proposed improvements listed on the draft 10-year capital improvement plan cannot be reasonably funded or accomplished within the projected time period. The board's revision and subsequent adoption of a 2011-12 CIP will have substantial impacts on capital improvement

spending, future levels of service and on subsequent General Fund maintenance and operational budgets.

MOTION

For discussion purposes only.

ATTACHMENT

None.

BOARD AGENDA COMMUNICATION

AGENDA DATE: February 22, 2011

SUBJECT: Colorado Dam Paddle Trail Improvements
Design Contract

STAFF RESOURCE: Don Horton, Executive Director
Bruce Ronning, Planning & Development Director
Robin Laughlin, Design Manager

PREVIOUS BOARD ACTION: On November 16, 2010 the board directed the Executive director to negotiate a contract with Otak

ACTION PROPOSED: Further discuss the Otak scope of work and contract negotiation following on recent information

BACKGROUND

On August 24, 2010 the district advertised a Request for Proposals (RFP) to solicit a qualified team to provide phased planning, engineering and environmental services in order to deliver final engineering, permit ready documents, construction documents and construction management for the planned paddle trail improvements at the Colorado Dam. Proposals were to be based on the approved 2010 Colorado Dam Proposed Paddle Trail Improvements Preliminary Design Report, Option 1A, existing river conditions, surrounding land use patterns, local land use regulations, and applicable state and federal permitting requirements.

Option 1A proposed a boater /fish passage channel on river left along the McKay Park river bank. This channel would provide an evenly graded route for less skilled river users to safely navigate the dam. It would be located directly downstream of the existing portage landing that lies immediately above the Colorado Street Bridge. A constructed rock island below the dam would separate this channel from a whitewater play channel located in the center of the river

The whitewater channel would include three dynamic drops of varying difficulty with the most challenging near the current dam spillway and the easiest at the bottom of the reach. Whitewater boaters could enter this channel from upstream or from below depending on their desired play style.

The whitewater play area would be separated by a second constructed island from a habitat protection area in the right half of the river channel. The habitat area would remain little disturbed from its present state. It would feature stream bed gravels suitable for resident trout spawning, calm water areas for aquatic invertebrates, and resting areas for waterfowl and fish. This area would also create a buffer between river users and the private property and existing osprey nesting platform on the right bank.

Option 1A also recommends the removal and replacement of the existing pedestrian bridge in order to provide adequate overhead clearance for canoeists, kayakers, and other river users. The addition of a hard surface, flood resistant pedestrian path under the bridge on the river right bank is also included.

The District's goals for the project are to:

- Provide a passage over the existing dam for a wide variety of river users including inflatable craft such as inner tubes and air mattresses, as well as hard shell kayaks and canoes;
- provide a variety of whitewater play features over a wide range of river flows;
- provide for upstream and downstream passage of fish;
- preserve habitat and in-stream flows on river right;
- provide a new pedestrian bridge with sufficient clearance above the river to allow for safe and comfortable passage of river users;
- provide a design that will fit harmoniously with the adjacent parks and other surrounding land uses as well as maintain a natural appearance; and
- accommodate existing uses along with the new ones.

After reviewing and scoring the four responses to the RFP, two consultant teams were interviewed and Otak was selected as having provided the most responsive proposal for the project. Following Board direction on November 16, 2010, staff and Otak have been structuring a draft scope of work for the design and engineering of the paddle trail improvements project. The district has not yet entered into a contract with Otak pending additional discussion with the board and final negotiation.

STAFF RECOMMENDATION

The Phase I tasks for the project include extensive hydraulic modeling for fish passage, sediment transport, structure stability, and ice formation; 50% level design documents for in-water work, bridge design, and restoration; conceptual plans for on-bank support facilities; construction cost estimates; coordination; and geotechnical work. However, the preliminary discussions with Otak have revealed some questions regarding the reconfiguration of the pedestrian bridge proposed in Option 1A. Until more information regarding the structure of the bridge and dam is ascertained it is uncertain that Option 1A can be constructed as conceived. Staff feels that it is prudent to write the Otak scope of work and contract in such a way as to provide a go/no point following on geo-tech and other survey work that is necessary to provide more information about the existing conditions.

In order to have a realistic view of future project timing and available funding, all large projects on the five-year horizon are included in the annual CIP discussion. It is timely to include the Colorado Dam discussion and the extent of the scope of the yet to be entered Otak contract on the agenda following the larger CIP discussion.

BUDGETARY IMPACT

At the November 16 meeting, the board approved a contract amount with Otak not to exceed \$235,860.

MOTION

None at this time

BMPRD Board of Directors

Calendar

2010-11

**This working calendar of goals/projects is intended as a guide for the board and subject to change.*

March 1 (1 meeting)

- ◆ Competitive Sports Programs
- ◆ Volunteer Program update
- ◆ Pricing & Cost Recovery Guide with update on recreation program development process
- ◆ Adopt Resolution No. 331 – District Procurement Policy

April 5 & 19

- ◆ Outdoor Summit update
- ◆ Recreation partnerships update
- ◆ Review and adopt District Sign Master Plan
- ◆ Contract award: RFP – Recreation Indoor Facility Needs Assessment
- ◆ Budget Committee tour – Executive Director Report

May 3 (1meeting)

- ◆ Budget meetings
- ◆ Adopt 2011-12 SDC Fee Schedule
- ◆ Board elections
- ◆ Emergency Management Plan
- ◆ Contract award: New Neighborhood Park

June 7 & 21

- ◆ CAPRA update
- ◆ Adopt 2011-12 Budget
- ◆ Review draft Davis Park Master Plan