



Board of Directors

**Bend Park &
Recreation**
DISTRICT

Board Meeting Minutes – September 1, 2015

BOARD PRESENT

Ted Schoenborn, Vice Chair
Nathan Hovekamp
Brady Fuller
Ellen Grover

Absent: Craig Chenoweth, Chair

STAFF PRESENT

Don Horton, Executive Director
Michelle Healy, Strategic Planning & Design Director
Matt Mercer, Director of Recreation
Pat Erwert, Park Services Director
Theresa Albert, HR Manager
Jan Taylor, Community Relations Manager
Jim Figurski, Landscape Architect
Brian Hudspeth, Construction Manager
Jeff Haggler, Park Stewardship Manager
Chelsea Schneider, Landscape Architect
Josiah Dawley, Marketing Coordinator
Colleen McNally, Marketing Manager
Dave Crowther, Business Manager
Quinn Keever, Planning Analyst
Lindsey Lombard, Finance Director
Jason Monaghan, Facilities Maintenance and Construction Supervisor
Brian Hudspeth, Construction Manager
Sue Boettner, Recreation Manager
Chris Zerger, Community Outreach Coordinator

LEGAL: Paul Taylor

MEDIA: Chad Hammers, The Bulletin



CONVENE MEETING: 5:35 pm

STAFF INTRODUCTIONS

Donne Horne, Facilities Specialist
Ryan Richard, River Recreation Specialist
Colleen McNally, Marketing Manager
Josiah Dawley, Marketing Coordinator

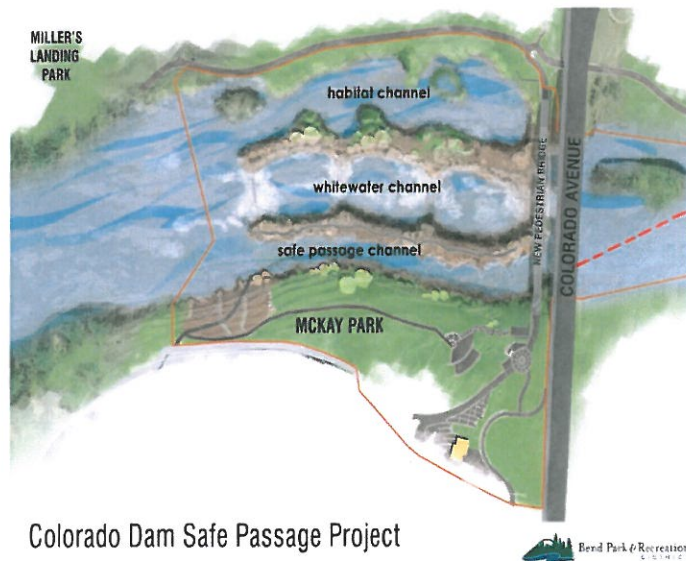
WORK SESSIONS

1. Bend Whitewater Park Operations Update – Pat Erwert & Jan Taylor

Mr. Erwert and Ms. Taylor shared a presentation with the Board on the Bend Whitewater Park (BWP) operations plan. They discussed the following components of the plan:

- General operations, maintenance and stewardship
- Park Services Department – manage operations
- Community Relations – manage communications
- Plan based on preliminary information

Mr. Erwert highlighted the facility goals, constraints, details of the individual components of the facility, including the whitewater channel, floaters channel, habitat channel, new pedestrian bridge, rock islands and the floating boom. As shown in the image below.



Mr. Erwert provided information on the operations of the pneumatic bladder system, maintenance activities and the anticipated challenges and opportunities of the new park including:

- Limited parking
- Optimal wave settings will take time to develop
- Fragile wetland and riparian areas need protection
- River use etiquette and safety
- First year of operation river access limited
- Frazil ice removal
- In-water repairs to bladder systems
- Educating floaters to use only the floater's channel

Ms. Taylor covered the plan for pre-opening communications, on-site information and signage, and other public communications that are being used, including:

- Facebook <https://www.facebook.com/BendWhitewaterPark>
- Website <http://bendparksandrec.org/bend-whitewater-park/>

- Video instructions and daily wave reports shared on social media
- Radio & TV
- Fliers and posters in the community
- Wave cam <http://eyeonbend.com/Cam4.html>

2. Senior Center future expansion project and funding sources – *Matt Mercer & Lindsey Lombard*

Mr. Mercer gave an update on the Senior Center expansion project. He shared the current status and the desired outcomes. He said that the Senior Center project is included in the current, adopted 2016-2020 CIP. Mr. Mercer stated that the purpose of bringing this to the Board was to reconfirm Board commitment to the project prior to soliciting for design services and to reconfirm Board commitment to incurring debt to construct the project.

Mr. Mercer referenced the Planning & Board Communication Summary timeline and shared how the project has progressed over time. He discussed major planning considerations, including recognition of the rapidly growing older adult population and changing interest and limitations of the current center and indoor recreation facilities as a whole. He also shared the Master Site Plan, providing a rough site layout of what the facility might look like.

Ms. Lombard explained the budget impacts of the project. She covered the projected debt service and explained that other projects, like the District office building and Juniper Swim and Fitness Center, had been done similarly in that the debt service would be repaid through current property tax revenues over a 20-year debt service likely starting in fiscal year 2017-18.

Executive Director Horton clarified that staff were seeking a general consensus on the strategy that has been mapped out of continuing to save money until we need to incur debt and issuing an RFP to solicit professional services for design. The Board, as a whole, shared a general consensus for staff to move forward.

Board reports and attachments for the above work session items are located at:
http://www.bendparkandrec.org/about_us/board_meetings/

REGULAR MEETING

VISITORS

Director Schoenborn asked that public comment on the business session items be held until after the presentations from staff.

CONSENT AGENDA

1. Meeting Minutes - 8/11/2015
2. ~~Award construction contract for First Street Rapids~~
3. ~~Mirror Pond Park Easement request~~
4. Land Exchange at Rockridge Park

Consent Agenda items 2 and 3 were removed for further discussion and independent action.

Director Grover made a motion to approve the Consent Agenda as modified. Director Fuller seconded. Director Hovekamp abstained. The motion passed 3-0.

Agenda items removed from the Consent Agenda

2. Award construction contract for First Street Rapids

Director Fuller stated that he was in support of the project and wanted to take an opportunity to point out that this was a project considered for deferral before it was bid when the District was considering a waiver for SDCs. The Board voted to not waive SDCs and therefor the project moved forward. He asked that the Board revisit the discussion to consider SDC waivers with the new Board seated. Director Schoenborn stated that if the Board was to reconsider the previous Board action on SDC waivers, all Board members should be present.

Director Grover made a motion to authorize the Executive Director to award a construction contract to Mountain Sky Landscaping, Inc. for the development of the east side of First Street Rapids Park, in the amount of \$315,178.32 and to approve a construction contingency of 10% for a total construction contract budget not to exceed \$346,336.32. Director Fuller seconded. The motion passed unanimously, 4-0.

3. Mirror Pond Park Easement request

Director Fuller asked for clarification of the location of the easement. Executive Director Horton clarified that it is immediately west of the Mirror Pond parking lot, off of 3rd Street, behind the shops. Director Fuller stated that public utility easements like this really do belong in the public right-of-way and he would generally oppose putting these on park land; with respect to that, he asked if this was a perpetual easement? Executive Director Horton replied that the terms of the easement are still up for negotiation. He explained that the motion allows him to negotiate an easement agreement and it will also be reviewed by legal counsel.

Director Fuller made a motion to allow the Bend Park and Recreation Executive Director to negotiate an easement agreement with Fatbeam. Director Grover seconded. The motion passed unanimously, 4-0.

BUSINESS SESSION

1. Report on Off-leash Dog Opportunities in Peer Organizations – *Quinn Keever & Jeff Hagler*

Ms. Keever shared that the discussion will focus on the several topics, listed below, in response to BPRD's desire to ensure it continues to meet the needs of dog owners who wish to recreate with their dogs off-leash as the City and the District continue to grow. She said that findings from the research being shared will help with our upcoming Comprehensive Plan update and will help guide policy related to existing parks.

- Purpose
- Background
- Methodology
- BPRD Overview
- Off-leash area findings
- Off-leash trail findings
- Other findings

- BPRD Needs/Unmet Needs analysis
- BPRD education & enforcement
- Summary

Mr. Hagler shared what the District is currently doing for outreach and education, including tools of the trade that stewardship staff use when engaging with park users. Stewardship staff keep dog treats, green bags, park rules and regulations, temporary leashes and off leash opportunity fliers handy while out in the parks. He shared that other outreach and education is done through use of a kiosk in parks and at District and community events. Mr. Hagler also shared on and off leash dog statistics and enforcement options, noting that staff tries to take a positive, education approach first.

Ms. Keever stated, in summary, that overall the research showed that BPRD is providing a high level of service compared to other communities in the western U.S., and especially compared to other communities in Oregon; the provision of off-leash areas within the District is generally meeting community need as demonstrated in surveys; the off-leash areas are geographically distributed throughout the community, although there is some need in the southern portion of the District in the future; off-leash trails and unfenced parks within the urban area are challenging; and our Park Stewardship program is making progress in educating patrons about off-leash areas.

The Board briefly discussed the findings and shared their appreciation for the work that went into compiling the information.

The Board report, including the Dog Park Research report, is located here:

http://bendparksandrec.org/about_us/board_meetings/ under 2015 Board Meeting Dates & Reports.

2. Adopt Shevlin Park Recreation Management Plan – *Jim Figurski, Quinn Keever, Susan Cunningham*

Information on the Shevlin Park Recreation Management Plan is located at:

http://bendparksandrec.org/current_projects/park-projects/shevlin-park-management-plan/

Mr. Figurski began with a summary of the report and a review of the public outreach efforts. Additional topics highlighted in the presentation included:

- Technical Advisory Committee
- Citizens Advisory Committee
- Updated Mission Statement to guide project
- Updated Goals

Ms. Cunningham covered the updated policies associated with the plan. The updated policies covered dogs; trails and roads; accessibility; group use and events; Aspen Hall; signage and wayfinding; parking; facilities; natural resources; traffic and circulation; future development; and education and stewardship.

Ms. Keever shared that after a year of outreach and analysis, they have come up with the highest priorities for ensuring that Shevlin Park remains a special place for generations to come.

She briefly covered the top ten priorities and how they would be implemented. The priorities are listed below, in no particular order:

- Further increase presence of park stewardship program - as of July 1, BPRD has a steward onsite 35-40 hours/week
- Complete a comprehensive ADA inventory and implementation strategy for the park
- Conduct a cultural and historic survey of park resources
- Implement a coordinated wayfinding, interpretive and regulatory signage program
- Provide additional waste receptacles, dog stations, and portable toilets
- Revise the reservation system for Shevlin Park to limit concurrent events (So they don't exceed parking capacity)
- Encourage City to develop zoning overlay along park boundaries (setting appropriate design standards, setbacks, etc.)
- Work with adjacent property owners/developers to provide limited, but well-planned connectivity for bike/pedestrian access
- Continue current use of Aspen Hall, but evaluate return on investment - consider changes in use as a result of that effort
- Work with City and County to implement traffic calming and provide safer access to the park

Visitors:

Missi Baldwin – Ms. Baldwin provided comment on off leash dogs in Shevlin Park. She applauded the District for their projects, but stated that the Shevlin plan missed the mark. She shared statistics on dogs in Bend and her experiences in the park using the shared trails with people on bikes. Ms. Baldwin said she knows that the District is trying to keep the park the way it is, but asked that the Board reconsider an area for dogs to be off leash.

Val Gerard – Ms. Gerard provided comment on off leash dogs in Shevlin Park. She said that having no off leash areas is a mistake and denying off leash access is making a lot of paranoid angry dog owners. She said that providing access on the north end of the park would bring a lot of people over to the positive side and urged the Board to rethink the north end of Shevlin Park for off leash dog use.

Bruce Johnson – Mr. Johnson provided comment on off leash dogs in Shevlin Park. He said that the statistics in the study are not a fair comparison and that dog owners that want to recreate with dogs want to on a daily basis and it is ideal is to have more close to Bend. He said he was asking to find a solution for finding off-leash trails and suggested that the north end of Shevlin Park be used as an off leash area for a one year trial period.

The Board considered the staff presentation as well as public comments and work of the advisory committees.

Director Hovekamp made a motion to approve the Shevlin Park Recreation Management Plan Director Fuller seconded. The motion passed unanimously, 4-0.

3. Alcohol Sales at District Facilities – Matt Mercer

Mr. Mercer provided a brief review of the past discussion by the Board on alcohol sales at District facilities. He said that in those past discussions the Board philosophically agreed that it

was something the District could try. He said that staff had been tasked with doing further research and shared the findings.

The Board and staff briefly discussed the following:

- Concession versus District staff selling alcohol
 - Generally tighter restrictions with internal sales
 - Drink limit options
 - Allows the District to modify or end alcohol sales at any time
- May help solve existing problems of illegal drinking in parks (i.e. ball games)
- Recommendation of trying sales at the Pavilion as a trial
 - It is a different kind of facility, ice sport culture
 - There has been interest in alcohol sales at this site
- District & community culture
 - Fit with the brand of healthy lifestyles
 - Is it an essential part of service delivery
 - Match with community culture/ice sport culture

Director Schoenborn stated that he trusted the previous experience in watching how staff have worked carefully through the issues to make sure that the changed policy is implemented in a rational way, and if something does not work, step back and modify it. He said the proposal by staff makes sense and he is comfortable supporting it.

Director Fuller shared his appreciation for the thoughtful approach by staff. He said that he had talked to a few people about this issue and received a mixed response. Director Fuller stated that he was not supporting moving forward with the proposal, primarily because of the brand that most people have with parks and recreation and healthy lifestyles. He said the strongest argument for it would be to help eliminate the current problems. He said it is not an essential part of our service delivery and was not comfortable supporting it at this time.

Director Schoenborn added that this had been a matter of discussion for a year and in the beginning he had concern about the health aspect as well. He said that he did not see that it has been a problem in other facilities. He said that beer and healthy lifestyles are the two largest things about this community; and selling it in house allows us to step back at any time.

Director Grover said that she agreed that selling beer is not part of the District's core mission; however, consuming beer is not any less healthy or part of our mission than selling cola. She said that staff had heard from the user group that this is something they would like to have available. Director Grover added that she thought staff had been careful in their consideration of this change in policy so that it does not impede our healthy lifestyle objectives; rather it is part of a concession that is ancillary to these types of events.

Director Hovekamp made a motion to authorize the Executive Director to apply for a liquor license for the Pavilion and to implement an operation plan for the sale of malted beverages, wine and cider, that protects the District and maintains a positive environment at District facilities and programs. Director Grover seconded. The motion passed, 3-1, with Director Fuller voting no.

Board reports for the above business session items are located at:
[http://www.bendparkandrec.org/about us/board meetings/](http://www.bendparkandrec.org/about_us/board_meetings/)

STAFF REPORTS

Staff reports were provided to the Board as an update on ongoing projects and are for informational purposes only.

EXECUTIVE DIRECTOR'S REPORT

- Days of Play
- Fall Playbook
- Upcoming Public Meetings
- Personnel Policy Committee – Needed two Board member volunteers for the committee. Directors Fuller and Schoenborn volunteered.

BOARD MEETINGS CALENDAR REVIEW

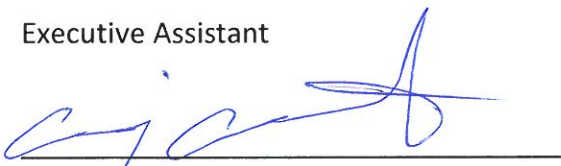
GOOD OF THE ORDER

ADJOURN 9:15 p.m.

EXECUTIVE SESSION - The Board met in Executive Session upon adjournment of the regular meeting pursuant to ORS 192.660(2)(e) for the purpose of discussing real property transactions.

Prepared by:

Vanessa DeMoe
Executive Assistant

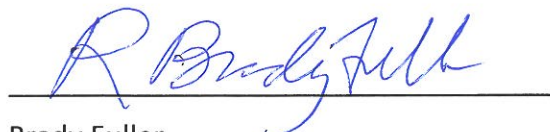


Craig Chenoweth, Chair

Ted Schoenborn, Vice-Chair

Nathan Hovekamp

Ellen Grover



Brady Fuller