



**Bend Park &  
Recreation**  
DISTRICT

# Board of Directors

Board Meeting Minutes – November 17, 2015

## **BOARD PRESENT**

Craig Chenoweth, Chair  
Ted Schoenborn, Vice Chair  
Brady Fuller  
Nathan Hovekamp  
Ellen Grover

## **STAFF PRESENT**

Don Horton, Executive Director  
Vanessa DeMoe, Assistant to the Executive Director  
Jan Taylor, Community Relations Manager  
Matt Mercer, Director of Recreation  
Lindsey Lombard, Administrative Services Director  
Michelle Healy, Strategic Planning & Design Director  
Steve Jorgensen, Planning Manager  
Jeff Hagler, Park Stewardship Manager  
Brian Hudspeth, Construction Manager

Media: Scott Hammers, The Bulletin



**CONVENE MEETING: 5:30 pm**

## **WORK SESSION**

### **1. Children's Forest Youth Outdoor Initiative – Matt Mercer & Children's Forest**

The Board received a presentation from the Children's Forest of Central Oregon Board Chair and Executive Director that outlined the mission, function and goals of the Children's Forest and how the District plays an integral role.

### **2. UGB Update – Steve Jorgensen and City of Bend, Brian Rankin Long-range Planning Manager**

Mr. Rankin presented the Board with the latest information about the UGB Remand project's current status, timelines, opportunities for engagement, and how this work interfaces with District planning and development.

## **7:00 PM REGULAR MEETING** – convened at 7:18 p.m.

### **VISITORS**

James Prehoda – Mr. Prehoda said he was a Sunrise Village resident and was speaking on behalf of the Sunrise Village Board of Directors. He stated he was asking the Board to direct staff to remove bridge options 4 and 5 from the options under consideration. Mr. Prehoda stated the main reasons for this request were that the citizen advisory committee had decided option 3 was the best location and options 4 and 5 would go through Sunrise Village property and the trail would adversely affect property value and aesthetics of the neighborhood. He added that most importantly, it is the most pristine and inaccessible area in Bend.

Keith Scott – Mr. Scott commended the ongoing excellent service and work of the park District, including park and facilities maintenance and sports programs.

Justin Gottlieb – Mr. Gottlieb said he was representing the high desert cannabis community. He said he had prepared a counter offer to resolution #384 and was planning on releasing it to the general public around Thanksgiving.

### **CONSENT AGENDA**

1. Meeting Minutes 10/20/15
2. Award construction contract for Canal Row Park
3. Codify Personnel Policies

**Director Schoenborn made a motion to approve the consent agenda. Director Fuller seconded. The motion passed unanimously, 5-0.**

### **BUSINESS SESSION**

1. Pavilion Operations Plan Update – *Matt Mercer, Russ Holliday, Kevin Collier*

Mr. Mercer explained that the presentation was to share progress since the update at the April Board meeting. He shared the planning mission and values. With assistance from Mr. Holliday and Mr. Collier, Mr. Mercer provided the following highlights on progress:

- Season and Hours – ice hours have been expanded based on demand
- Opening Plan – opening with holiday schedule, including many open skate opportunities
  - open Christmas eve, Christmas, and new year's eve
  - full regular schedule to begin January 3
- Pavilion schedule breakdown - there is balanced use of the facility, with many drop-in opportunities
- Fees/structure – age categories, pass or single visit. Did not include season pass this year, schedule is going to change and modify this first year, do not have a use pattern to look at how to price a season pass
- Premium Sessions – add on fee
- Group rates, school rates and party packages
- Sponsorship Program
- Marketing and Promotion – Playbook, Website, social media, print materials, early (pre-opening) advertising
- Opening & Future Promotion - consideration of a dedication event

- Major Items Completed
- Items to be completed – hiring, training, concession, sponsorships, advertising, final set up and move in, develop operations and maintenance procedures, implement opening marketing plan

In addition to the points above, the Board and staff discussed sponsorships, advertising, naming rights and safety concerns.

## 2. Resolution No. 384 - Recommending Buffers Between Marijuana Dispensaries and Parks

Executive Director Horton said that Resolution #384 had been prepared as directed by the Board at the last meeting. He pointed out the last paragraph stating, “NOW, THEREFORE, the Bend Park and Recreation District Board of Directors recommends to the Bend City Council that a 250 foot buffer be placed around all of the community’s parks separating recreational marijuana from places children play in order to help protect children from a greater exposure to the marketing and dispensing of recreational marijuana.” Executive Director Horton said that if approved, this would be signed by the Chair and then passed on to City Council for their consideration when they consider the recommendation by MTAC and the Planning Commission in December.

Each Board member briefly shared their position on the resolution. Director Grover stated a conflict of interest.

**Director Schoenborn made a motion to approve Resolution No. 384 - Recommending Buffers Between Marijuana Dispensaries and Parks. Director Fuller seconded.**

Roll call vote:

Director Grover abstained because of a conflict of interest.

Director Schoenborn – Yay

Director Fuller – Yay

Director Chenoweth - Yay

Director Hovehamp - Nay

**The motion passed, 3-1.**

### EXECUTIVE DIRECTOR’S REPORT – Don Horton

#### **Upper Deschutes Watershed Council – River Planning Efforts**

Staff have been meeting with Upper Deschutes Watershed Council to discuss possible planning partnership for stewardship of the river through Bend. This relates to our effort to work with the city on the idea of a general permit to help expedite permitting for projects along the river bank. The discussion with UDWC is to take a broader look at the river and come up with a coordinated plan that everyone could use to help guide river and riverbank stewardship. Currently in the discussion stages and will more info with the board when a proposal is prepared.

### **State Parks Commission – Scenic Waterway Rulemaking**

Steve Jorgensen is headed to the State Parks Commission meeting in Hood River tomorrow. Public comment period is open until Friday, 11/20. He will provide public comment at the meeting and submit a letter of testimony on behalf of BPRD.

### **Moda – play equipment**

Moda will be partnering with the Portland Trail Blazers again this season to raise money to provide kids in communities the opportunity to play. Moda and the Blazers will each donate \$5 per assist per game. The total funds raised will be used to donate all-ability access play equipment at a park somewhere in the state of Oregon. The funds raised during the 2013 – 2014 season were used to provide all-ability access equipment at Birnie Park in La Grande. The dollars raised during the 2014 – 2015 season are being used to provide all-ability access at Cully Park in Portland. MODA’s plan is to select 4 parks in four different cities around the state, present those parks/cities to fans and invite all to vote to determine which park will be the recipient of the equipment.

### **Bend Patrol Services**

Working with Bend Patrol Services (BPS) on our contract to provide additional park patrol staff in lieu of a police officer – currently BPS closes gates, check buildings and patrol parks after hours. BPS would provide up to 3 additional BPS employees to support the park stewardship staff with coverage 7 days a week. They would be tasked with the issues of greater safety concerns for employees. Our existing agreement with the Bend PD has provided seasonal coverage with one officer.

### **Bend 2030 – Bend Livability Conference**

Currently working with Bend 2030 on the Bend Livability Conference Steering Committee. The conference is in the planning stages and will take place in the spring. The conference will focus on housing, transportation, economic development, neighborhood livability and leisure (included recreation, arts, library, the environment, etc.) The purpose is to have a community discussion around livability. The findings from the conference will help inform policy.

### **Relationship with City Council**

Discussions have taken place with Eric King to find ways to build a better relationship at the policy making level with City Council. Two ideas that came up that may help are to host meetings with the Chairs of both the Board and Council and to have a Board member attend the City Council “Office Hours” public meetings.

### **ORPA Awards**

Jan Taylor received the Dave Clark Award

Colleen McNally received the ORPA Young Professional Award

Millers Landing Park (accepted by Chelsea Schneider) received the Design Award

**SDAO Award for the Bend Whitewater Park**

We were recently notified that BPRD will be receiving the 2015-2016 SDAO Outstanding Special District Program award for the Bend Whitewater Park at the SDAO conference in February. This award recognizes innovative projects and programs, outstanding safety, public information, public involvement in a district decision making process, and outstanding achievement.

**BOARD MEETINGS CALENDAR REVIEW**

**GOOD OF THE ORDER**

Director Fuller asked if Chair Chenoweth would be making any comment at an upcoming City Council meeting in regards to buffers between marijuana dispensaries and parks. The Board briefly discussed who would attend a City Council meeting and resolved that Chair Chenoweth will represent the working group at City Council.

**ADJOURN 9:01 p.m.**

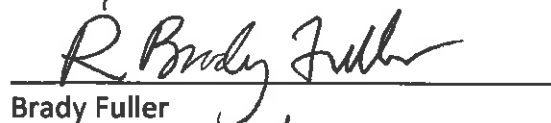
**EXECUTIVE SESSION** – The Board did not meet in Executive Session.

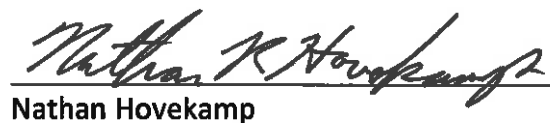
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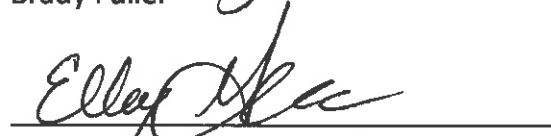
Vanessa DeMoe  
Executive Assistant

  
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