



**Bend Park &
Recreation**
DISTRICT

Board of Directors

December 1, 2015

District Office Building | 799 SW Columbia | Bend, Oregon

BOARD PRESENT

Nathan Hovekamp, Acting Chair

Brady Fuller

Ellen Grover

Absent:

Craig Chenoweth, Chair

Ted Schoenborn, Vice Chair

STAFF PRESENT

Don Horton, Executive Director

Vanessa DeMoe, Assistant to the Executive Director

Matt Mercer, Director of Recreation

Lindsey Lombard, Administrative Services Director

Michelle Healy, Strategic Planning & Design Director

Ben Lewellen, Park Services

Jonathan Bush, Park Services



STAFF INTRODUCTIONS

Ben Lewellen, Park Services

Jonathan Bush, Park Services

WORK SESSION

1. Collaborative Agreements – Matt Mercer & Michelle Healy

Mr. Mercer referred to the Collaborative Development Project Summary and Status Report provided to the Board. He said that it provided a snapshot of the process of the different relationships, level of commitment they provided, status of the agreement and operational commitments. Mr. Mercer and Ms. Healy covered the following information in the presentation:

- **Recent Collaborations**
- **Typical steps and stages**
 - Preliminary discussions
 - MOU
 - Fundraising plan and benchmarks
 - Foundation support
 - Design input and feedback

- Construction coordination
- Stewardship and facility use
- Binding agreements
- **Benefits of Collaboration**
 - Resource and relationship benefits
- **Costs & Risks of Collaboration**
 - Staff intensive
 - Extend project timeline
 - Give up some control
 - Entitlement issues
 - Resources used are not available for other projects
 - Risk that group does not follow through
- **Lessons Learned**
 - Each project relationship is unique
 - MOUs have served as a great foundation
 - Items to consider earlier and more specifically:
 - Define clear roles in decision making
 - Require fundraising plans and expertise
 - Specify donor and sponsor recognition
 - Determine potential for naming rights
 - Develop operational and facility use agreements
 - Realistic expectations
 - Clearly define project scope and limits
 - Coordinating with 5 yr CIP is challenging
 - Do not underestimate staff time requirements
- **Moving Forward**
 - Timbers – modify and extend lease terms
 - BPTA – support education and stewardship efforts
 - Pickleball Club – facility use, program collaboration and stewardship
 - Bend Ice – facility use, program assistance and technical support
 - Process for evaluating future proposals – Michelle shared inquiries/requests and new formal process being developed

2. FC Timbers Update – Matt Mercer

Bend FC Timbers representatives, Ryan Shore and Rod Buzzas, provided background on fundraising efforts and updated the Board on the current status of their efforts and the request to amend the ground lease. They shared their campaign report and explained the phased approach they are hoping to implement in the amendment to the ground lease. There was no formal motion. The Board collectively supported staff to move forward with the ground lease amendment, making sure to build in bench marks.

REGULAR MEETING

BUSINESS SESSION

1. Bend 2030

Erin Foote Marlowe and Vic Martinez shared the model and vision of Bend 2030. They updated the Board on current and upcoming projects and shared information on the Bend Livability Conference. They thanked the Board for their support and asked for continued support at the same level. There was no formal vote; the Board was in agreement to support Bend 2030 at the same level of \$5,000.

2. Budget Committee Member appointment(s) – Lindsey Lombard

Ms. Lombard provided a recap of the last Board meeting where applicant information was shared and the process for appointment was confirmed. She shared the rankings received from the Board and explained that one candidate, Cliff Walkey, had respectfully removed his name for personal reasons. The ranking sheet provided showed ratings assuming Cliff Walkey was part of the process, of those ratings there was one top candidate, Brian Thorsness; second by one point was Jeanine Faria. After a brief discussion a motion was made to appoint Brian Thorsness to the Budget Committee.

Director Fuller made a motion to appoint Brian Thorsness to serve on the Bend Park and Recreation District's Budget Committee for a term of three fiscal year budget processes each, beginning with the 2016-17 fiscal year budget process. Director Grover seconded. The motion passed unanimously, 3-0.

CONSENT AGENDA

1. Meeting Minutes - 11/10/15

Director Fuller made a motion to approve the Consent Agenda. Director Grover seconded. The motion passed unanimously, 3-0.

STAFF REPORTS

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

EXECUTIVE DIRECTOR'S REPORT – Executive Director Don Horton

- December 15 Board meeting canceled; SDAO Board training at 5:00 pm in its place.
- SDAO annual conference in Sunriver in February. If you are interested in attending contact Vanessa.
- Recreational marijuana dispensary buffer update– Last night City Council held a work session and talked about creating 150 foot buffers around parks to be consistent with what they are doing with day cares. There seems to be a consensus on City Council that a 150 foot buffer would be something they could support. Chair Chenoweth and Brady Fuller will represent the Board at the City Council meeting on Wednesday evening.

- Upcoming Public Meetings
 - Farewell Bend Bridge WOZ City of Bend Planning Commission hearing – December 28th 5:00pm (tentative date)
 - Eagle Park Master Plan Public Meeting – January 6, 2016 from 5:30pm to 7:30pm at Hollinshead Barn 1235 NE Jones
- Heritage Square – The City of Bend is looking at a zone change for Troy Field; there has been some resistance in the community to selling Troy Field. The School District asked if BPRD would provide a letter in support of their desire to have the zoning changed. A letter was provided and stated that Troy Field is not part of BPRD's plans for property acquisition or parks development and BPRD had no objections to the proposal.
- Bend Whitewater Park Update – The design team has designed a wave drop at drop number 3 and has recently got a change order from the contractor to provide for that work. The change order is not only for the wave but other improvements as part of the project. The Board will be asked to ratify the change order and reset another contingency at the next meeting.

BOARD MEETINGS CALENDAR REVIEW

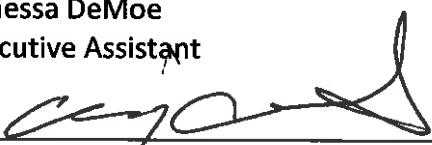
GOOD OF THE ORDER

ADJOURNED: 8:38 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



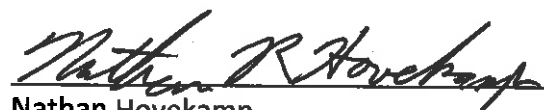
Craig Chenoweth, Chair




Ted Schoenborn, Vice-Chair



Brady Fuller



Nathan Hovekamp



Ellen Grover