



**Bend Park &  
Recreation**  
DISTRICT

## Board of Directors

Board Meeting Minutes – March 1, 2016

### **BOARD PRESENT**

Craig Chenoweth, Chair

Brady Fuller

Nathan Hovekamp

Ellen Grover

Ted Schoenborn, Vice Chair - absent

### **STAFF PRESENT**

Don Horton, Executive Director

Vanessa DeMoe, Assistant to the Executive Director

Lindsey Lombard, Administrative Services Director

Jan Taylor, Community Relations Manager

Jim Figurski, Landscape Architect

Amy Crawford, Finance Manager

Theresa Albert, HR Manager

Audrey Robeson, IT Manager

Jeff Hagler, Stewardship Manager



### **CONVENE MEETING**

Lindsey Lombard introduced Budget Committee members that were in attendance; Sarah Olson, Tom Fisher and Steve Eichelberger.

Executive Director Don Horton shared that the District had been awarded the Distinguished Budget Presentation Award by the Government Finance Officers Association (GFAO) for its budget.

### **WORK SESSION**

#### **1. Minimum wage update and potential impacts - *Lindsey Lombard***

Ms. Lombard spoke to Senate Bill 1532 and the \$15.00 ballot initiative. She said that this information was to share what is happening legislatively and what those impacts might be for the District.

#### **Senate Bill 1532**

- Passed by the House on February 18, 2016
- Awaiting Governor Brown's signature
- Effective July 1, 2016
- Our budget will be based upon this bill

**\$15 Now Ballot Initiative** – promoting a \$15/hr. min. wage

- 15 Now Oregon gathering signatures
- Deadline is July 8, 2016 for November ballot
- If successful, effective January 1, 2017
- Our budget will have a contingency for this initiative

Ms. Lombard said that there will be better cost estimates of impacts of the Senate Bill during the budget process; the Benefits Committee will also meet and look at this in a lot more detail. Staff discussed the difficulty of timing and how business may have to change to accommodate the increase.

**2. PERS - *Lindsey Lombard*)**

Ms. Lombard stated that the goal of the presentation was to educate and inform on how the PERS system works, how we got to where we are today and to understand how it has worked in the past. She clarified that there was no decision requested from the Board, and it is not necessarily about any impact to the District's upcoming fiscal budget, it is to make sure the Board has a general understanding of the system.

Ms. Lombard shared excerpts of the PERS Employer Town Hall meetings video. She explained that PERS Executive Director Steve Rodeman held a series of town hall meetings throughout Oregon in fall 2015. Director Rodeman discussed future employer contribution rates and the dynamics associated with pending changes, including the current system funding status. The full video and slides are available here:

[http://www.oregon.gov/pers/EMP/Pages/section/er\\_general\\_information/town\\_hall\\_meeting\\_with\\_employers.aspx](http://www.oregon.gov/pers/EMP/Pages/section/er_general_information/town_hall_meeting_with_employers.aspx)

In addition to sharing excerpts from the PERS Employer Town Hall video, Ms. Lombard discussed PERS membership, reviewed the PERS funding equation and shared District specific PERS information.

**3. City of Bend SDC Collections Agreement – *Lindsey Lombard***  
This agenda item was moved to the Regular Meeting.

**REGULAR MEETING**

**City of Bend SDC Collections Agreement – *Lindsey Lombard***

Ms. Lombard explained that the City is looking at changing the time of SDC fee collection for multi-family housing from time of building permit to time of occupancy. She said that staff had been working with the City to amend the IGA. The agreement currently states that it will be collected at the time of permit. She said that in addition to the IGA, staff have recognized that the methodology was adopted by ordinance; the ordinance needs to be revised as it also states that the fee will be collected at the time of of building permit. Ms. Lombard explained the publishing requirements and other details of the process that will be considered in the scheduling and timing.

Executive Director Horton addressed the Board and stated that they did need to make a decision as to whether the District actually wants to amend the IGA and ordinance; do you think it would help multi-family developers to have the charge at the end of construction rather than at the beginning. He said that if the Board wishes staff to move forward to make the change we will bring back language to a future Board meeting.

Carolyn Eagon, City of Bend, addressed the Board and shared the City's experience with this process and explained that the City changed the City ordinance to allow collection at a later date than at building permit, but only when a program is adopted by resolution. She said the reason they are asking for the flexibility is so that we can create a specific multi-family deferral program. She further explained details of the City's process on fee collection and said that this is the once piece they needed cooperation on from the District.

Executive Director Horton stated that he did have a concern about what happens if the City forgets to collect the park SDC fee. Ms. Eagon replied that a certificate of occupancy would not be issued in that case; there will also be a check off list for these projects and if incomplete a certificate would not be issued. She added that they are improving all of their business processes.

The Board gave general consensus for staff to move forward.

## **VISITORS**

Justin Gottlieb – Mr. Gottlieb stated that he had drafted a white paper on cannabis as an economic development opportunity.

Nunzie Gould – Ms. Gould provided comment in regards to Troy Field. She made a request to make a presentation to the Board on Troy Field to share historical information that may help in long range planning and encourage the Board to recognize the significance of Troy Field.

## **BUSINESS SESSION**

### **1. Approve additional services for Hillside and Rockridge Parks – *Jim Figurski***

Mr. Figurski stated that the Board had before them a proposed contract amendment with Cameron McCarthy to complete full construction documents for the full build out of the master plans for both Hillside and Rockridge parks. The current contract is only for the first initial phases of the parks.

He said that the Board had reviewed the proposed 16-17 CIP, listing full funding for the master plans for both parks.

**Director Fuller made a motion to authorize the Executive Director to negotiate and execute contract amendment No. 2 with Cameron McCarthy for the development of construction documents and permitting necessary to complete the master plans for Hillside and Rockridge parks in the amount of \$217,569 and to approve a total amendment not to exceed \$239,325. Director Grover seconded. The motion passed unanimously, 4-0.**

## **STAFF REPORTS**

Staff reports were provided to the Board for informational purposes only. There was no formal presentation or discussion.

## **EXECUTIVE DIRECTOR'S REPORT** – *Executive Director Don Horton*

Moda Assist Program – The District is in competition for a grant from the Trailblazers and Moda to help build an accessible play structure. For every assist made on the court during the season, the Trail Blazers and Moda will each donate \$5 to the Trail Blazers Foundation to support building an all abilities playground in the greater Oregon community. To vote for Eagle Park visit: <http://www.nba.com/blazers/assists>

Juniper tennis court resurfacing – The project is complete, however some of the surfacing on one corner of the court is delaminating. The contractor is responsible for the repair and will complete the repair when we have warmer weather.

BWWP – The park re-opened on Saturday. BPTA helped in the process, including helping to assess potential entrapments and other safety hazards. Feedback on the improvements to the surf wave and passage channel have been good. What was previously referred to as the Safe Passage Channel will now be the Whitewater Channel for Beginners. Overall, the facility will continue to improve as the other projects are completed and the vegetation is reestablished.

## **BOARD MEETINGS CALENDAR REVIEW**

### **GOOD OF THE ORDER**

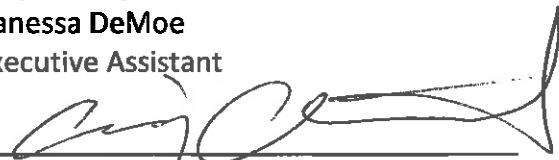
Director Hovekamp shared that he had made a brief oral testimony to City Council in opposition to lifting designation on Troy Field. He said that he made it clear that he was providing testimony as a resident of Bend and formal School Board member; and when asked if he was a Park Board member, he replied yes, but reiterated that he was not there representing the Bend Park and Recreation District Board.


Chair Chenoweth referred to Ms. Gould's statement during her public comment regarding deficiencies in service. Executive Director Horton replied that she was referring to the Neighborhood Park Plan, the city divided in to 35 service areas, the downtown service areas is deficient in neighborhood parks, the plan also looks at community park amenities within that area, that zone does not include Drake Park, the thought is that Heritage Square would fill that need. He said that Ms. Gould did bring up some points that we need to talk about. Specifically the historic character and what that site has been used for and whether or not the District has a role in preserving that. In terms of if we need Troy Field to meet need, we don't, as long as we continue discussion about Heritage Square. Executive Director Horton said that the amount of research Ms. Gould has done would help to inform the discussion. Ms. Gould will be tentatively put on the agenda for the March 15 work session; it may be moved based on the City Council decision.

Director Fuller referenced the Park Services Stewardship staff report item announcing that staff was officially utilizing the new exclusion ticket book for enforcement. He said he supports what staff is doing to enforce rules, and is specifically concerned about the safety of staff. He would like to continue to get updates on the program.

**ADJOURN 8:00 pm**

Prepared by,  
Vanessa DeMoe  
Executive Assistant

  
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Craig Chenoweth, Chair

  
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