



**Bend Park &
Recreation**
DISTRICT

Board of Directors

Board Meeting Minutes – July 19, 2016

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
Lindsey Lombard, Administrative Services Director
Michelle Healy, Planning & Park Services Director
Matt Mercer, Director of Recreation
Julie Brown, Communications & Community Relations Manager
Jeff Amaral, Natural Resources Manager
Brian Hudspeth, Development Manager
Sasha Sulia, Superintendent of Park Operations
Mark Ellington, Project Manager
Jeff Hagler, Park Stewardship Manager
Chelsea Schneider, Landscape Architect

Media: Scott Hammers, The Bulletin



5:30 p.m. CONVENE MEETING

WORK SESSION

1. Lead and Copper in Drinking Water Action Plan – *Mark Ellington*

Mr. Ellington gave a presentation to the Board on the Districts action plan to address lead in drinking water in District facilities and other facilities where we hold programs. He gave a brief background of the work being done in schools and the technical guidance document being used by the Health Authority, 3 Ts for Reducing Lead in Drinking Water in Schools. Mr. Ellington explained that staff had looked at many documents and had come back to choosing the 3Ts for Reducing Lead document as the lead document to go by; with these best practices in mind, the Districts plan was derived.

Mr. Ellington shared highlights from the plan including information on:

- Research
 - Previous Testing
 - Review Confidence Reports from COB & Avion

- Best Practices (EPA)
- Priorities (Test locations by asset age & at-risk populations)
- Inspect, Sample, & Test
- Review Results
- Communication
- Mitigation / Remediation (if needed)
- On-going Management

2. 2015-2016 Annual Action Plan – year-end review – *Michelle Healy*

Ms. Healy shared a handout that illustrated the strategic plan themes and objectives. She explained that the plan that is being reviewed was through June 30, 2016. Mr. Healy highlighted a few of the projects in the plan, key tactics that had been delayed, and shared new tactics that had been added after the start of the fiscal year.

3. Quarterly Review of the Five Year Capital Improvement Plan for Fiscal Years Ending 2016-20 – *Michelle Healy*

Ms. Healy clarified that this CIP is through June 30, 2016 and the Board has since adopted a new CIP. She pointed out project highlights and explained instances of variances over or under the current cost estimate and funding allocations.

EXECUTIVE DIRECTOR'S REPORT

- Summer meeting attendance
 - Director Hovekamp will be gone the month of August
 - Directors Chenoweth and Grover also gone August 16
 - Move August 16 meeting to another date the week of August 22
 - Director Fuller will be gone September 20
- NRPA & Design Award
 - Ted Schoenborn is attending the NRPA conference.
 - NRPA Best of the Best ceremony Thursday, Oct 6
 - The District won the NRPA Design Award for a combination of all the work that we have done along the river.
 - Design Award will be presented at the ceremony
- Let's Picnic
 - "Summer Freebies" flyer shared with the Board
 - schedule is on our website under Fun & Recreation
- Lifeguard Star Review (StarGuard)
 - The review is an independent, unannounced audit on staff
 - Matt Mercer explained the observation, testing, standards and evaluation process
 - The lifeguards received a 4 star rating. Congratulations!

- Farewell Bend Bridge - bridge set
 - Crane mobilization has begun.
 - The remaining bridge center will be taken down in the afternoon of July 21st
 - The bridge will be delivered early on the morning of July 22nd. The bridge sections will be assembled on both sides of the river.
 - We estimate that sometime between 8:00am and 3:00pm on Friday July 22nd the contractor, (Deschutes Construction), will set the bridge into place across the river, in half's and bolt it together in place at mid-span.
 - The river will be closed off at the bridge, (both upstream and downstream access) site starting Thursday Morning July 21st and will remained closed until the new bridge is set. Floaters will not be able to get around the bridge, temporary signs will be placed at Farewell bend beach.
 - The river trail on the west side of the river will be closed intermittently depending on crane operations. There will be construction personnel there to monitor that section of trail.

- OSU and Deschutes County has asked to place a ballot drop box at the old Mt. Bachelor park and ride site. We have agreed to provide a drop box location during elections at that site.

GOOD OF THE ORDER

Director Grover asked about Discovery Park and asked for an update on the swimmers itch issue. Staff replied that swimmers itch cannot be tested for and occurs naturally in lakes. Staff are having discussion about District lakes in general and are thinking about signage and what information to communicate to the public. Director Grover stated that we should think strategically about how we are managing that pond; and if we should add other amenities at the park. Executive Director Horton added that staff have thought of that as well and will continue conversations.

Director Hovekamp inquired if the Board and or District staff were going to speak or attend the Special City Council meeting on Climate Action that was to take place on July 21. Executive Director Horton replied that we had been invited to speak and Mark Ellington will represent the District. He added that the District is in support of their plan, and would prefer the program be voluntary so that it can be used as a learning opportunity.

Director Fuller asked for feedback on the heavy use weekends. Executive Director Horton replied that there have been no issues that he was aware of. He added that July 4th was a very busy weekend and the Freedom Ride did raise some concerns and discussion with the police department. He said it may end up being a discussion between the city and the park district to see if there can be any way to bring some kind of better controls and organization around the event. The event is getting very large and there are a lot of dangerous activities going on in parks that are against ordinance.

Director Grover asked for an update on the MOU with the school district. Executive Director Horton replied that he and Matt Mercer had met with the school district recently and talked about what their concerns were, much of their concern was use of elementary school fields, not sports fields. He said they discussed using the same methodology for measuring how often fields are being used; Matt Mercer is working with school district administration to do that. Executive Director Horton shared that the MOU expires in 2017, more in depth discussions do need to take

place. Representatives from the School Board and District Board will participate in those discussions.

7:00 p.m. REGULAR MEETING

VISITORS

Ron Boozell (Rondo) – Mr. Boozell stated that he was speaking on his behalf, and not that of any committee, regarding Troy Field. He read the BPRD mission statement and encouraged the District to see the opportunity that is there for them.

Nunzi Gould provided written comment regarding concerns about Troy Field and Heritage Square.

Jill Wimberly provided written comment regarding her concerns with the lease agreement with OSU.

CONSENT AGENDA

1. Meeting Minutes
2. Stone Creek Park Naming
3. OSU Parking Agreement

Director Fuller commented that the compensation for the lease is not defined and asked if it was subject to ongoing negotiations. Executive Director Horton said that compensation will be spelled out in the lease. He explained that OSU staff had reached out to Compass Commercial to see what the market rate was for parking and he had reached out to the City of Bend to see what their leases are for parking in the downtown area. He explained that those rates were used as a guide for coming up with the rate for the agreement with OSU.

Director Hovekamp asked what the term of the agreement was. Executive Director Horton replied that it is a 3 year term with two one year options, upon agreement of both parties, the term is not automatic.

Director Hovekamp asked if there was any anticipated use of the lot by The Pavilion. Executive Director Horton replied that there is anticipated use by The Pavilion and potentially the Bend Whitewater Park. He clarified that only 170 spaces are being leased, leaving over 100 spaces for our use.

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

BUSINESS SESSION

1. Elect Board Chair and Vice-Chair

Director Grover made a motion to nominate Ted Schoenborn to serve as Chair of the Bend Park & Recreation District Board of Directors for Fiscal Year 2016-17. Director Fuller seconded. The motion passed unanimously, 5-0.

Director Fuller made a motion to nominate Nathan Hovekamp to serve as Vice Chair of the Bend Park & Recreation District Board of Directors for Fiscal Year 2016-17. Director Grover seconded. The motion passed unanimously, 5-0.

2. Approve Board meeting dates and time

After a brief discussion regarding starting the business meeting earlier, the Board agreed to keep the same start time.

Director Hovekamp made a motion to conduct the Bend Park and Recreation District Board of Directors public meetings on the first and third Tuesdays beginning a 5:30 pm with a work session and a business session beginning at 7:00 pm. Director Chenoweth seconded. The motion passed unanimously, 5-0.

3. Appoint Board Secretary

Director Hovekamp made a motion to appoint Don Horton, Executive Director, to serve as Executive Secretary of the Bend Park & Recreation District Board of Directors for fiscal year 2016-17. Director Grover seconded. The motion passed unanimously, 5-0.

4. Bend Whitewater Park – Update and Discussion of Passageway Re-opening - Brian Hudspeth & Julie Brown

Executive Director Horton introduced the discussion and stated that this was an opportunity to explain what has been done since the closure and to share what we have done to prepare for the reopening of the passage channel. He said that there were two memos that came in since the Board packet went out; one from Kevin Timmins with Otak and the other a memo from the BPTA Board, both memos were provided to the Board. Executive Director Horton said that what we want to get out of the discussion tonight is to focus on the passageway channel and whether or not we want to move forward with an opening and under what conditions. He shared that the District has received the technical memo from the engineers, however it is still under review and is not ready to be discussed at this time. The technical memo has been shared with BPTA, they are putting together a response, staff will meet with them next week to go over their response. Executive Director Horton also shared that Director Fuller had been asked, because of his expertise, to take a look at the technical memo and provide feedback on behalf of the Board.

Mr. Hudspeth and Julie Brown gave a presentation to the Board highlighting the following information related to the potential reopening of the passageway channel:

Background

- Passageway closure
- Engineers review and findings
- Operational changes
- Improved Portage
- Float Tests
 - Staff and community members

- Partner engagement
 - Helped review signage package, operations and management...
- Agency outreach

Options

*See attached matrix of opportunities and challenges of these options

- Keep the passageway closed as it is today
- Partial opening
- Full Opening
- 4th option – opt in option – creates a barrier that makes someone have to get out and get back in. This option has some unique values to it but is not one that we can make happen this season, nor next season due to permitting.

Reopening Plan

- Operational Management
 - Flow management
 - Boom realignment
 - Keep boom section in river for closures
- Continued observations and evaluation
 - Looking at other options like “opt in”
- Communications Plan

Communications Plan

- Signs
 - Life size sign at the main beach locations. To convey some basic information about proper gear that is important to have a good experience.



- Floating Do's and Dont's – to help influence floater culture over time.



- **Navigating Passageway** – to help residents and visitors have a better understanding of what to expect when using the passageway channel.



- **Whitewater Channel for Experts** - New sign for whitewater channel.



- **Sign Placement**

- Print and broadcast media
- Digital media
- Partners and vendors
- Other media
- Door clings
- Flyers
- Maps

- **In person education**

- Kick off in Riverbend park this coming weekend
- Partners
- Park stewards
- Volunteers
- Life jacket loaner program

Design Modifications

- Partner review of technical memos
- Agency coordination
- Permitting
- Anticipated in-water work timeline
 - Winter 2017
 - Future seasons

Mr. Hudspeth stated that staff was not recommending any modification at this time and explained that once we have all the information we will come back to the Board with any

recommendations. He said it is a team effort between the engineering team, local experts and the District.

Visitor

Myria Bury, BPTA - Ms. Bury gave public comment on BPTA's position on reopening the passage channel. She stated that BPTA cannot endorse the opening of the passage channel at this time. Ms. Bury submitted a written copy of her full testimony to the Board stating the reasoning for this position.

The Board and staff discussed the following issues regarding reopening the passage channel:

- Definition of success for reopening
- Continual monitoring over time
- Continual management of human behavior
- Changing conditions
 - how are people using it
 - what feedback are we getting
- Importance of signage
- Communicating the changing nature of the park

In addition to the topics above there was discussion regarding the Operations & Management Plan (O&M). The Board relayed their individual concerns and support for reopening without a finalized plan. Staff explained the current O&M is a baseline plan; the plan is being refined based on observations made through this process. It was further explained that the plan has been in the hands of staff before the original opening of the park and it is not a static document, and it will be supplemented with District procedures.

Director Chenoweth made a motion to direct the Executive Director to re-open the passageway in accordance with the Reopening Plan and direct the Executive Director to continue working with the engineering team to remedy any functional concerns. Director Hovekamp seconded.

Director Fuller stated that he would like to proceed with the discussion about proceeding with the most critical elements of the operations plan. Executive Director Horton offered that it could be part of the motion.

Director Fuller made an amended motion to direct the Executive Director to re-open the passageway in accordance with the Reopening Plan and direct the Executive Director to continue working with the engineering team to remedy any functional concerns. Staff will prepare an updated Operations and Maintenance Manual that addresses critical operational and safety concerns including closure of the channel.

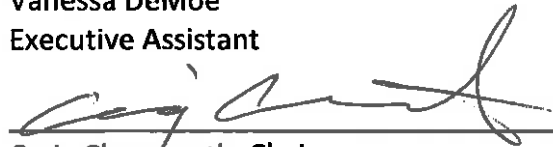
Chair Schoenborn confirmed with the Board that the amended motion was acceptable and that the second by Director Hovekamp still stands. The motion passed unanimously, 5-0.

STAFF REPORTS

BOARD MEETINGS CALENDAR REVIEW

ADJOURN: 9:20 p.m.


Prepared by,
Vanessa DeMoe
Executive Assistant



Craig Chenoweth, Chair



Brady Fuller



Ellen Grover

Ted Schoenborn, Vice-Chair

Nathan Hovekamp

