



**Bend Park &
Recreation**
DISTRICT

Board of Directors

Board Meeting Minutes – August 2, 2016

BOARD PRESENT

Craig Chenoweth
Brady Fuller
Ellen Grover

BOARD ABSENT

Nathan Hovekamp, Vice-Chair
Ted Schoenborn, Chair

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
Jeff Hagler, Park Stewardship Manager
Jason Powell, Construction Supervisor

Legal: Neil Bryant

Media: Scott Hammers, The Bulletin



5:30 p.m. CONVENE MEETING

WORK SESSION

1. Shevlin Park Prescribed Burn Update – Sasha Sulia and Jeff Amaral (30 min)

Mr. Amaral shared that Ms. Sulia had presented information to the Board on the prescribed burn in Shevlin Park previously (in April 2016). He said that this update was to talk about an additional unit for a small visible burn in the northern part of the park near Aspen Meadow. Mr. Amaral explained that the burn would provide an opportunity for public education, outreach and involvement and introduce folks to the idea of burning in the park. He said that the tree farm prescribed burn was done recently, it is very similar to Shevlin Park, and it would be good for the Board to take a tour to see what to expect.

Mr. Amaral continued with a brief presentation that covered the following topics: Reintroducing fire, what to expect, why burn, public education, measuring success, and the risks of not burning.

They shared a time lapse video of a recent fire in Montana. This fire was not a prescribed burn, but an example of what can happen. <https://www.youtube.com/watch?v=OxcDxp07okc>

Ms. Sulia reiterated that they would like to have the Board take a tour of the tree farm burn, just as an example, to see the kinds of things we might see at Shevlin. She also explained that the additional unit will be used as a demonstration area first to help educate the public on what we are trying to do and what it might look like. She said that a tour will likely take place in September.

2. Perception Survey Results – Michelle Neiss and Su Midghall, DHM Research

*The Perception Survey report was provided in the meeting packet; it is available on the BPRD website at: http://www.bendparksandrec.org/about_us/board_meetings/

Ms. Midghall introduced the survey report and shared background and methodology used for the survey. Both Ms. Neiss and Ms. Midghall discussed observations and key findings with the Board and staff.

EXECUTIVE DIRECTOR'S REPORT – Don Horton

Lead testing – testing 13 facilities, of those 13 we already have sent samples away on 8 of them. Updated will be provided as we receive results.

OSU – working with OSU in their planning for the new campus to take a look at what the recreation needs will be for students and faculty. Also discussing maintenance and operations needs and if there is an opportunity to co-locate.

Riley Ranch – still working on the Cultural Resources Report, starting to get in some of the information from the archeologist. The archeology team invited the Warm Springs Tribe for a site tour for them to take a look at how we are developing the site. Feedback is that they are thrilled with the light footprint. Director Grover said that she had talked with the Confederated Tribes of Warm Springs Natural Resources Manager and he would be happy to give staff a tour of Warm Springs.

7:00 p.m. REGULAR MEETING

VISITORS

Ron Boozell – Mr. Boozell gave public comment regarding Troy field. He asked the Board to consider purchasing Troy Field at full price from the School Board.

CONSENT AGENDA

1. Meeting Minutes
2. Ballot Box License Agreement with Deschutes County
3. Approve Purchase Contract with Creative Tent International

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

BUSINESS SESSION

1. Consider tax abatement for affordable housing projects – John Gilbert, Pacific Crest Affordable Housing

Executive Director Horton introduced Rob Roy and John Gilbert, founders and Co-Operating Managers of Pacific Crest Affordable Housing. He explained that Mr. Gilbert had shared this idea with him and Director Chenoweth recently. He thought it was a worthy project to bring forward to the Board. He shared that they are asking for a twenty year abatement for two different affordable housing projects; they are also applying for funds through the state for development funds.

Mr. Gilbert shared conceptual site plans for the two affordable housing projects and briefly discussed project highlights including:

- Target population of families and family and seniors
- Environmental and sustainable features
- Rent and inclusion of utilities
- Affordable to households earning 30% - 60% of area median income
- Health and wellness support services available to residents on site

Mr. Gilbert said that there will be federal, state and local funds contributing to the projects. He explained that the local funds is where BPRD comes in. He said that the ask was for a twenty year tax abatement for both of these projects. He shared that having BPRD support allows them to show on their application that local leaders support the projects; it helps show local support in a highly competitive process.

The Board collectively supported the projects. Executive Director Horton said that staff will bring a resolution to the next Board meeting for their approval.

2. Award construction contract for Rockridge Park – Jason Powell and Brian Hudspeth

Mr. Powell shared background on the project and information on the park location. He explained that the park will include a skate park, a nature play area, bike skills courses, small disc golf course, a traditional playground, lawn areas, native area, shelters and seasonal portable restrooms, paved accessible trails -- including safe routes to schools, on-site parking and complete half street improvements to Egypt Drive. Mr. Powell reported that a mandatory pre-bid meeting was held for prospective bidders; at bid opening three bids were received. He shared the bid results with the Board and said that staff recommends that the Board award a construction contract to the lowest bidder, Deschutes Construction Corporation, with a base bid amount of \$1,799,852, and including all three alternates for a total amount of \$2,400,983. Staff further recommends the Board approve a 10% contingency of \$240,098 for a total construction budget not to exceed \$2,641,081.

Director Grover made a motion to authorize the Executive Director to award a construction contract to Deschutes Construction Corporation, for construction of Rockridge Park with a base bid amount of \$1,799,852 and including all three alternates for a total amount of \$2,400,983; and approve an additional 10% construction contingency of \$240,098, for a total construction budget not to exceed \$2,641,081. Director Fuller seconded. The motion passed unanimously, 3-0.

3. Bend Whitewater Park update – Chelsea Schneider & Brian Hudspeth

Mr. Hudspeth stated that based on Board direction and approval of the reopening plan at the June 19 meeting, staff opened the channel under the direction of the plan. Mr. Hudspeth and Ms. Schneider provided a passageway reopening and operations and management plan progress report. A reopening summary was provided as Attachment A in the Board report, and an O&M status tracking spreadsheet as Attachment B.

The progress report highlighted:

Passageway Reopening

- New signage in place and removal of boom
- Deschutes County Sheriffs, Park Stewards, and volunteer groups on site
 - Answering questions, providing guidance on gear and information on portage and what to expect when floating the passageway
- Reopening weekend use
 - Estimated over 5k users over the weekend
- PFD loaner program
 - very successful, have ran out on a couple of busy days
- Update on discussions with BPTA and engineering team
 - Staff are in the process of producing a written letter in response to the memo
 - Meeting is scheduled for Aug. 16 to discuss
 - Staff will bring back recommendations to the next Board meeting, if possible

O & M Manual

- River and operational safety and emergency response is first priority
- Working to define the closure decision process
 - Especially as it relates to the boom
- Refining procedures for passage channel and whitewater channel closure
- Incorporating an appendix for the different scenarios we anticipate where personnel would be in the river and or dealing with the vault
- Working to refine the permitting process for any time that we need to get in to the water
 - Define correct protocol to alert involved agencies
- Developing a dashboard, quick one page reference sheet, for critical response
- City of Bend Fire Rescue team has developed a response action plan
 - Call 911 first
- Working with staff to develop a training manual for the people side, it will address how to appropriately approach users (i.e. a medical event or managing user behavior)

The August 2, 2016 Board report, which includes the full Board Agenda Communications and attachments, is available at: http://www.bendparksandrec.org/about_us/board_meetings/

STAFF REPORTS

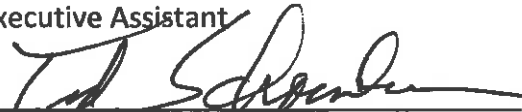
BOARD MEETINGS CALENDAR REVIEW

GOOD OF THE ORDER

Director Fuller asked for an update on the Let's Picnic events. Executive Director Horton replied that the events have been very successful.

ADJOURN 7:53 pm


Prepared by,
Vanessa DeMoe
Executive Assistant



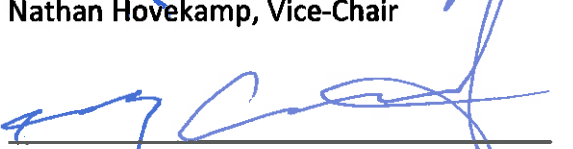
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