



# Board of Directors

Board Meeting Minutes – November 1, 2016

## **BOARD PRESENT**

Ted Schoenborn, Chair  
Nathan Hovekamp, Vice-Chair  
Craig Chenoweth  
Brady Fuller  
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  
Julie Brown, Communications & Community Relations Manager  
Jeff Hagler, Park Stewardship Manager  
Matt Mercer, Director of Recreation  
Brian Hudspeth, Development Manager  
Sasha Sulia, Superintendent of Park Operations  
Rich Ekman, Sports Program Coordinator  
Russ Holliday, Sports Program Manager  
Jim Figurski, Landscape Architect  
Jeff Amaral, Natural Resources Manager  
Robin Thompson, Park Maintenance

Media: Hammers, The Bulletin

## **New Staff Introductions**

Richard Penuelas, Park Services

## **WORK SESSION**

### **1. Recreation Program Report – Youth Fall Soccer – *Rich Ekman***

Mr. Mercer explained that the Recreation Program Report will be provided at the first meeting of the month. The reports are intended to provide a close up look at the programs and services and meet the staff that is behind the programs. There will also be a written report provided quarterly. The first one will be shared in January 2017 and will include program trends, revenue and expense data and general program information.

Mr. Ekman provided a presentation to the Board on the Youth Fall Soccer Program. The presentation focused on the program purpose and goals, defining success and participation statistics. He also shared results from a program survey. The survey asked participants and parents for their feedback. Mr. Ekman shared results from a few of the questions, including reasons for participation and coach ratings.

## 2. Trail counts and usage report – *Jeff Amaral and Robin Thompson*

Mr. Amaral and Mr. Thompson updated the Board on the trail count program and provided usage data for the participating parks. They also shared trail counter installation, locations and limitations as well as how the data is gathered and used.

### **EXECUTIVE DIRECTOR'S REPORT**

- **Board Workshop January 2017**
  - Currently scheduled for Tuesday, January 3 – the Board confirmed this date
  - Tentative agenda topics include
    - Annual Action Plan – mid-year review
    - CIP (2nd Quarter Review and Draft Proposed for 2017-18)
    - Financial Forecast
    - Cost Recovery/Subsidy Allocation Strategy
    - Discussion on Budget Priorities
    - Board Evaluation
- **Eastgate Property Tour on Friday, Nov 4, 1:00 – 3:00**
- **ORPA next week, November 7-9, Eugene**
  - Director Schoenborn and Director Fuller are attending
- **Budget Committee Applications**
  - Ms. Lombard confirmed the application and selection process for the Budget Committee; the Board agreed to move forward with the existing process with no changes
- **Larkspur Center Update**
  - Working through building program in more detail
  - Considering adjacent use and how the facility in general will fit on the site
  - Asking for phasing strategies so look at if we want phase the project, or do it all at once
  - Don't have a floor plan yet, will bring something to the Board to look at in January
- **Skate park across from Skyview Middle School**
  - Project is almost complete, the rest of the park is scheduled to be finished next summer
- **Sylvan and Summit tennis courts are done**
- **The Pavilion ice season is underway, first open skate will be on Halloween night**
- **Comp Plan Update**
  - Staff are currently working on timing and make-up of focus groups
  - Recommend Board attend focus group meetings, maybe not as a participant but to see what the people say
  - The Board will have its own focus group
- **Sledding in Discovery Park**
  - Fences have been installed to prevent sleds going in to the pond

### **VISITORS**

None

**6:50 p.m. BREAK/TRANSITION**

**7:00 p.m. REGULAR MEETING**

## **VISITORS**

Louis Palmer – Bend resident – Ms. Palmer provided comment on the tree ordinance in Bend. She stated that Bend had lost its Tree City status in 2007. She asked that the District work with the City of Bend to create a tree ordinance. Ms. Palmer provided copies of Chapter 10-10 Development Code, the Bend Grading/Clearing Ordinance No. 1879 and Resolution No. 2499.

## **CONSENT AGENDA**

1. Meeting Minutes
  - a. 9/20/16
  - b. 10/18/16
2. Codify Personnel Policies

***Director Chenoweth made a motion to approve the Consent Agenda. Director Grover seconded. The motion passed unanimously, 5-0.***

## **BUSINESS SESSION**

1. Award Professional Services Contract for Mirror Pond Design – *Jim Figurski*

Mr. Figurski took the opportunity to confirm with the Board what the scope of the contract may or may not cover. He clarified that it is the Mirror Pond Bank Restoration project; it is not the entire visioning project but an extension of the vision for Mirror Pond that was developed previously and approved by the Board and City Council.

### **Goals of the project:**

- Advances the vision of Mirror Pond approved by CC and BOD
- Improve river-right bank from Galveston bridge to Pacific bridge
  - This work has been deferred for years waiting on the Mirror Pond study
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- Extends the Deschutes River Trail from Drake Park to Pacific Park
- Address ADA access to the DRT from Mirror Pond Parking lot
- Address environmental issues along the edge of the pond
- Evaluate what impact this project has on sediment management
- Consider impacts on riverbank on river-right with or without the dam
- Provided more accurate cost information
- Gives us the opportunity to work with stakeholder groups to refine design details

### **What does this project not do:**

- Does not consider downtown redevelopment of the parking lots
- Does not consider redevelopment of the PacifiCorp Dam site
- Does not consider the dredging impacts on the pond
- Does not consider improvements along Harmon and Brooks parks, or private properties
- Does not complete design documents
- Does not address sediment loads caused by City of Bend outfalls or upriver loads

Director Grover asked if the District will be looking at two different scenarios, dredging and not dredging. Mr. Figurski replied that the consultant will be providing at least two different scenarios and options for the bank restorations.

Executive Director Horton discussed how this project has evolved over time. He said that previously when the 30% design was discussed, it was under the scenario that Mirror Pond would be public property and a deal would be worked out with PacifiCorp; providing an opportunity for a more holistic look at the pond and in doing so make better decisions about future sediment loads. He explained that the previously discussed scenario is not a part of this project, phase one is limited to bank reshaping and riparian habitat restoration work on river right from Galveston Ave on the upstream side to Portland Ave on the downstream side. He added that part of the original idea, an extension of the DRT, is included in this project as well as the riparian habitat. He said that what can't be done, because of the absence of the partnership, is looking at Mirror Pond holistically. Executive Director Horton said that the future of the dam is still in question, it is not known if the dam will stay or go away, so the challenge is to design a bank restoration project that would still function well regardless of whether or not the dam is there.

Director Hovekamp stated that it is a continuing frustration that a large amount of uncertainty remains with private entities that are involved in the future shape of Mirror Pond. He said there has to be one step forward in this complex process; it is a situation that the work needs to be done. He said that whether there is a dam or not is not a small matter and he is concerned about the District taking steps forward with the uncertainty.

Director Schoenborn said that the modifications we make at river-right are likely to be modifications compatible with any future changes made, a dam or no dam. He said the work that is done will be complimentary to the whole concept and he shared that he is glad the work is getting started.

Director Fuller shared that he had expressed some concern with Executive Director Horton because he had the misunderstanding that this project did include some integrated analysis of the long term sediment solution; because we are not studying the entire pond, he said that his concern is that the District could be taking steps that wouldn't support a long term solution to sediment management in the pond and potentially waste design efforts. Director Fuller stated that with a better understanding of the project, he can support it.

Director Fuller asked staff to consider the appropriate role for stakeholders, specifically the watershed council, as part of this project. He suggested that staff engage them as a partner in the project. Mr. Figurski replied that part of the outreach plan for this project included a technical advisory committee that did involve the Deschutes Watershed Council among others. He said that part of the plan is to bring that committee back in to the process.

Director Grover said that her observations of the project are that it would accomplish some imperatives, including streambank and pathway restoration and repair. She said it would advance goals including improving the Deschutes River Trail and also provide important information. Director Grover shared that she would have liked to see more environmental information from the 30% design. She said that right now there is a lot of uncertainty that has caused a great paralysis on accomplishing work on the pond; how you combat that is to take prudent steps to get needed information, and that is a good investment. She stated that she thought that this is a good investment, knowing that the entire project cannot be done; the recommended project is a

prudent use of tax payer dollars. She added that it does restore the stream bank and will provide information that will be useful going forward.

Mr. Figurski reiterated that what was in front of the Board was an approval of a contract with GreenWorks PC for 30% Design Development Documents that will address: methods for bank realignment and restoration; identification of permitting requirements; mitigation of safety issues; detailed cost estimates; and potential project phasing and schedules. He shared that that three firms submitted proposals for the work and the District's selection team unanimously recommends GreenWorks, PC for Board consideration.

Director Hovekamp asked what happens after this work is done, what will the District have. Mr. Figurski said that it will be a decision point. He said that the District will have better costs, better understand the impacts of design, know whether or not we will need additional funding to move forward with the entire plan, or if we choose to prioritize and phase aspects of the project. He added that it will provide a stronger vision about what the bank cross sections will look like, the plant materials and habitat and in all will provide more clarity.

Director Hovekamp said he was encouraged to hear that staff is specifically in conversation with the consultants about the range of the overall picture and the need to incorporate that in to their thinking and design.

Director Schoenborn said that with GreenWorks, PC the District has the benefit of working with a staff that has already been through this once, having been involved in the initial visioning. He shared that he was personally very comfortable with the project and feels it to be the most logical and responsible step to take.

Director Grover asked what the public outreach consist of. Mr. Figurski shared that there will be a series of public meetings led by the consultants. They will be more present during the outreach. He said there is not currently anything scheduled; staff need to work with the consultant on the process and will then figure out the details of who, when and where. He said the work will primarily be done through stakeholder groups as the plans are developed and then reported out to the public as we move forward.

Director Grover asked if there is a target time for the study to be completed. Mr. Figurski said that it will be six to nine months to accommodate the public outreach program.

Director Grover stated that it would be in our best interest to make sure the City is up to speed on the project. Executive Director Horton replied that an update was provided to the City Council recently by Councilor Chudowsky about Mirror Pond and where we go from here. He said that the City Council suggested that the District provide and update in a work session at an upcoming meeting; Councilor Chudowsky suggested it wait a few months. Executive Director Horton suggested either a joint meeting with the Board and the City Council or have Board members attend with staff if an update is provided at a council meeting.

***Director Grover made a motion to authorize the Executive Director to negotiate and execute a contract with GreenWorks, PC in an amount not to exceed \$196,062.93 for the Mirror Pond Bank Restoration Project and to approve a total project budget for consulting services, including a 10% contingency, of \$215,668. Director Fuller seconded. The motion passed unanimously, 5-0.***

**BOARD MEETINGS CALENDAR REVIEW**

**GOOD OF THE ORDER**

Director Schoenborn discussed recent Board attendance and asked the Board to consider if there were any changes that needed to be made to have as few absences as possible at meetings. He stated that, for the productivity and strength of Board, everyone needs to be engaged. The Board briefly discussed the meeting schedule and did not suggest any changes at this time. The Board will bring any suggestions to a future meeting.

Director Fuller shared that he had participated in a NatureHood field trip and had a great experience.

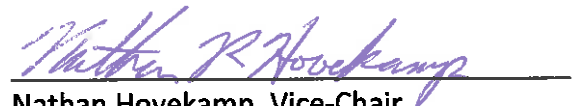
Director Schoenborn stated that he would like staff to bring an update on Children’s Forest to a future meeting. Director Grover said that she was particularly interested in dosage for outdoor activity; what is the right dosage for kids and adults to change their health, mental and physical.

**ADJOURN 8:05 pm**

**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, ORS 192.660(2)(h) for the purpose of consultation with counsel concerning legal rights and duties regarding current litigation or litigation likely to be filed and ORS 192.660(2)(i) for the purpose of reviewing and evaluating the performance of an officer, employee, or staff member.

Prepared by,  
Vanessa Steele  
Executive Assistant

  
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Ted Schoenborn, Chair

  
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Nathan Hovekamp, Vice-Chair

  
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Ellen Grover

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