



Board of Directors

**Bend Park &
Recreation**
DISTRICT

Board Meeting Minutes - April 18, 2017
District Office Building | 799 SW Columbia | Bend, Oregon

BOARD PRESENT

Ted Schoenborn, Chair
Nathan Hovekamp, Vice-Chair*
Craig Chenoweth*
Ellen Grover
Brady Fuller

*Director Chenoweth was absent for the Work Session.
*Director Hovekamp was absent for the Regular Meeting.

STAFF PRESENT

Don Horton, Executive Director
Vanessa Steele, Executive Assistant
Michelle Healy, Planning & Park Services Director
Julie Brown, Communications & Community Relations Manager
Mike Duarte, Park Services Manager
Colleen McNally, Marketing Manager
Kim Johnson, Volunteer Coordinator
Brian Hudspeth, Development Manager
Jeff Hagler, Park Stewardship Manager

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5:30 p.m. EXECUTIVE SESSION - The Board met in Executive Session pursuant to 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.

6:00 p.m. CONVENE MEETING

WORK SESSION

1. 2016 Volunteer Program Update – *Kim Johnson, Volunteer Coordinator*

Ms. Johnson provided a presentation on the volunteer program. She shared a 2016 summary that included information and statistics on the following:

- Impact of Volunteer Service
- Essential Volunteers
- Youth Sports
- Program & Facility Support Volunteers
- Teen Volunteers
- Community Involvement Volunteers
- Adopt-a Program
- Challenges and Opportunities
- Volunteer Management tool

- Online volunteer application
- Marketing and Recruitment
- Future Volunteer Engagement

2. Recycling in Parks Update – *Mike Duarte, Park Services Manager*

Mr. Duarte shared background on recycling in parks and an update on current practices and future plans. He also discussed the challenges and successes of the program; stating that the biggest issue is containers becoming contaminated with garbage and pet waste and the biggest success is found at District indoor facilities. Areas of focus for future plans for recycling in parks include:

- Concentrate on areas that can be monitored, like sports parks and rental shelters
- Partner with non-profits or user groups who can help with collection
- Develop and install better signage to help direct recyclables into proper containers
- Continue to relocate cans to key locations
- Public education and outreach

VISITORS

None

6:50 p.m. BREAK/TRANSITION

7:00 p.m. REGULAR MEETING

VISITORS

Ernest Ochoa – Bend resident – Mr. Ochoa provided comment regarding the safe passage at the Colorado Dam. He stated that the project was presented to the tax payers that it would provide safe passage and shared his concerns about the current passage channel.

Executive Director Horton, staff and the Board replied to Mr. Ochoa with a brief explanation of the project and its challenges and invited Mr. Ochoa to meet with staff to answer any other questions he had.

CONSENT AGENDA

1. Meeting Minutes – 4/4/2017
2. Intergovernmental Agreement (IGA) with the City of Bend for Egypt Drive at Rockridge Park

Director Chenoweth made a motion to approve the Consent Agenda. Director Fuller seconded. The motion passed unanimously, 4-0.

BUSINESS SESSION

1. Resolution No. 401 Supporting Bend - La Pine Schools Bond Measure – Director Grover

Director Grover shared that she and Director Fuller had been working with staff and the school district to revisit our longstanding relationship on sharing of facilities and other coordination between the two districts. She said that there were great conversations on how we can strengthen that relationship and that she has learned a lot about how the districts coordinate and utilize facilities to serve both

populations. She said she was also grateful for Peggy Kinkade and Shay Mikalson and other board members that had come to share information and provide the District with an overview of the bond measure. Director Fuller added that there were school board members interested in revisiting our relationship and it was helpful to get that out on the table and it may have helped calm any concerns. He said outcomes of the meetings were positive.

Director Grover stated that in advance of the last meeting the Board had received a draft resolution inquiring whether the District would support the 2017 school bond measure; from that draft she put together Resolution No.401 (included in these meeting minutes as Attachment 1) that was before the Board for consideration. Director Fuller stated that he could endorse the resolution as drafted by Director Grover; however he suggested an addition as follows:

“WHEREAS, if passed by the voters, the 2017 Bond provides opportunity for BPRD and Bend La Pine School District to coordinate planning, design, construction and use of School and Park facilities to enhance the value our community’s investments in each agency, now, therefore, be it”

Director Fuller said that this addition was important to affirm specifically what we are looking forward to doing in cooperation with the school district.

Director Fuller made a motion for passage of Resolution No. 401 supporting the Bend La Pine School District bond measure, as read in to the record. Director Grover seconded.

Director Chenoweth commented that it shouldn’t be practice for the Board, or boards and commissions in general, to move forward with passing resolutions or voting on items of such great significance without a full Board present to vote and participate in the conversation.

Motion passed 4-0.

2. Award Construction Manager/General Contractor (CM/GC) Contract for the Larkspur Center Project – *Brian Hudspeth*

Mr. Hudspeth provided a brief background on the project and the prior approval of Resolution No. 397 by the Board authorizing the use of the Construction Manager/General Contractor (CM/GC) alternate method of contracting for the Larkspur Center project. He said that the solicitation closed March 9 and the District received three qualified proposals - Kirby Nagelhout Construction Co., Skanska Construction and LCG Pence Construction, LLC. Mr. Hudspeth said that a committee reviewed and scored the proposals based on the criteria identified in the RFP; based on that review, staff recommended the Board award the CM portion of the CM/GC contract to LCG Pence, LLC. in the amount of \$44,442 as well as approve a 10% contingency in the amount of \$4,444.20 for a total construction management fee of \$48,886.20.

Director Grover made a motion to approve a contract with LCG Pence, LLC. for the Construction Manager/General Contractor construction services contract for the Larkspur Center project for \$44,442 and approve an additional 10% contingency for a total contract award of \$48,886.20. Director Chenoweth seconded. The motion passed unanimously, 4-0.

EXECUTIVE DIRECTOR'S REPORT

- ◆ Budget Tour Reminder – The tour is tomorrow, 4/18, starting at 8:30 a.m. at BSC
- ◆ April 20
 - Ribbon cutting for Colorado Lift Station - Thursday, April 20, from noon to 1 p.m. at McKay Park. Ted will speak at the event on behalf of the District.
 - Concussion Awareness Event at Bend High
- ◆ Shevlin Burn Update – Crews are working to prepare the site for the burn. If weather and everything cooperates the plan is to do it the week of May 15. Julie Brown shared the public outreach and communication for the project.
- ◆ Mirror Pond Update – Met with consulting team and are scheduling meetings to work with the advisory groups. The first meeting will be on May 10.
- ◆ Recreational Immunity – SB 327 passed unanimously. Largest coalition in support of a bill they had ever seen.
- ◆ Public Records Request – Briefly discussed records being requested from MacGregor Ehlen and the complaint to the DA's office and ruling in the District's favor.
- ◆ Board is invited to the All Staff Luncheon on May 23, BSC at noon.
- ◆ Legislative Update – HB 2027-1
 - HB 2027-01 went to committee this morning, they did not vote on it. It is going straight to house floor.
 - Would like feedback from Board on how to proceed.
 - The Board collectively agreed that the approach should be to respectfully inform the process, lobby the Senate and reach out to contacts at Governor's office.

BOARD MEETINGS CALENDAR REVIEW


GOOD OF THE ORDER

ADJOURN 8:40 pm

Prepared by,
Vanessa Steele
Executive Assistant



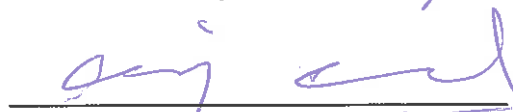
Ted Schoenborn, Chair



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