



## Board of Directors

Board Meeting Minutes – October 3, 2017

### BOARD PRESENT

Nathan Hovekamp  
Brady Fuller  
Lauren Sprang  
Ellen Grover

### ABSENT

Ted Schoenborn

### STAFF PRESENT

Don Horton, Executive Director  
Michelle Healy, Planning & Park Services Director  
Matt Mercer, Director of Recreation  
Lindsey Lombard, Administrative Services Director  
Jeff Hagler, Stewardship Manager  
Ann Story, Aquatic Supervisor  
Shannon Gilman, Aquatic Coordinator  
Michael Egging, Recreation Analyst  
Russ Holliday, Sports Program Manager  
Becky Rexford, Sports Program Coordinator  
Ian Isaacson, Landscape Designer  
Brian Hudspeth, Development Manager  
Sue Boettner, Recreation Manager  
Sue Glenn, Recreation Services Manager  
Sasha Sulia, Superintendent of Park Operations  
Kevin Collier, Facility Supervisor

Legal: None

Media: Kristin Phillips, The Source Weekly  
Kessie Foster, KTVZ



### NEW STAFF INTRODUCTIONS

Lee Sherwin – Landscape Supervisor (community parks)  
Aaron Kirk – Park Maintenance Worker 2 (community parks)  
Kyle Hutchinson – Park Maintenance Worker 2 (Sports Fields)  
Amanda Jamison – Outreach & Events Coordinator

## WORK SESSION

### 1. Recreation Program Report – Swim Instruction Programs – Ann Story, Shannon Gilman

Ms. Story and Ms. Gilman provided a presentation to the Board on the swim instruction program. They shared the program vision, goals and features. Additional information was shared on staff training and certification, participation data and program survey results.

### 2. Athletic Field Use Report and Policy Issues – Michael Egging, Matt Mercer, Russ Holliday, Becky Rexford

Staff presented the Board with an analysis of athletic field use, participation trends, needs assessment, policy considerations and next steps.

The full presentation provided to the Board is available as an attachment to the October 3 meeting Board Report at [http://www.bendparksandrec.org/about\\_us/board\\_meetings/](http://www.bendparksandrec.org/about_us/board_meetings/)

## REGULAR MEETING

### VISITORS

None

### CONSENT AGENDA

#### 1. Meeting Minutes - 9/5/17

***Director Grover made a motion to approve the Consent Calendar. Director Fuller seconded. The motion passed unanimously, 4-0.***

## BUSINESS SESSION

### 1. Alpenglow Park – Award Professional Services Contract – Ian Isaacson

Mr. Isaacson shared background on the project, details of the public outreach process, consultant selection and project schedule. He said that five (5) proposals were received on August 3, 2017 and three teams were selected for interviews from the initial submittals. A consulting team led by Environmental Science Associates (ESA) from Bend, Oregon was selected by the interview committee to enter into contract negotiations with the District.

***Director Fuller made a motion to authorize the Executive Director to negotiate and execute a contract with Environmental Science Associates (ESA) for Design - Phase One for Alpenglow Park in an amount not to exceed \$203,474 and to approve a total project budget for professional service, including a 10% contingency of \$223,821.40. Director Sprang seconded. The motion passed unanimously, 4-0.***

## STAFF REPORTS

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

**EXECUTIVE DIRECTOR'S REPORT**

Staff and Board member Ted Schoenborn attended the NRPA Conference last week.

An article titled "Mirror Pond Project Raising Final Funds", written by Katy Brooks, provided inaccurate information on the Districts involvement and financial contribution. A follow up piece may be published to clarify where the Board is on this topic and what direction they are taking.

Joint meeting with Bend La Pine Schools Board of Directors is scheduled for Tuesday, October 10.

**BOARD MEETINGS CALENDAR REVIEW**

**GOOD OF THE ORDER**

**ADJOURN** 8:05 pm

Prepared by,  
Vanessa Steele  
Executive Assistant

  
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Nathan Hovekamp, Chair

  
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Brady Fuller, Vice-Chair

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Ellen Grover

  
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Ted Schoenborn

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Lauren Sprang

