



# Board of Directors

Board Meeting Minutes – October 17, 2017

## BOARD PRESENT

Nathan Hovekamp  
Brady Fuller  
Ted Schoenborn

## ABSENT

Lauren Sprang  
Ellen Grover

## STAFF PRESENT

Don Horton, Executive Director  
Michelle Healy, Planning & Park Services Director  
Lindsey Lombard, Administrative Services Director  
Julie Brown, Manager of Communications & Community Relations  
Vanessa Steele, Assistant to the Executive Director  
Ian Isaacson, Landscape Designer  
Quinn Keever, Park Planner  
Perry Brooks, Landscape Architect

Legal: Paul Taylor

Media: Scott Hammers, The Bulletin  
Kristen Phillips, The Source



## WORK SESSION

1. **Community Sponsored Projects – Quinn Keever, Ian Isaacson, Master Gardeners Michael Buettner with the City of Bend**

Ms. Keever provided a brief history on community projects and a recap of the process that had been established and initially shared with the Board in January of 2016. She gave an update on a few minor process changes and a summary of project requests.

Mr. Isaacson shared that the District worked with the Master Gardeners and City of Bend to complete a project at the Hollinshead Park community garden. Pat Kolling and Chris Miao with the Master Gardeners and Michael Buettner with the City of Bend provided project details. The project overview included information on the site plan, transformation of the site, volunteer involvement and information on promoting water conservation, outdoor water use and project collaborations.

2. **Update for Mirror Pond Bank Restoration and Deschutes River Trail Extension – Don Horton, Lon Mikkelsen**

Executive Director Horton reviewed the conceptual designs and the different components of the edge treatments as a refresher on the project. He said that there had not been much change since the last

update. Executive Director Horton explained that it had been proposed that the bay area be partially filled in order to create more upland park property and to reduce the opportunity for sediment deposits within the bay. As a part of the value engineering exercises already under way, staff has asked the design team to look at an option that makes the necessary bank improvements without filling in any part of the bay. Lon Mikkelsen with Inter-Fluve discussed the challenges associated with filling in a portion of the bay.

Ryan Houston, Executive Director for the Upper Deschutes Watershed Council, spoke to two main elements related to Mirror Pond; the ecological impacts of the proposed dredging and the partnership and potential funding implications as it relates to future riparian restoration work the Park District and the watershed council may be doing together and how the potential funding by the District of the Mirror Pond dredging could affect some of the funding opportunities. Mr. Houston referenced a letter he wrote in July to the Department of State Lands. He said the letter was focused mainly on the potential outcomes of the dredging project.

### **VISITORS**

Don Smith – Mr. Smith provided comment on the bank restoration project. He shared his concerns with riparian zones blocking the river view in specific sections.

### **REGULAR MEETING**

#### **VISITORS**

None

#### **CONSENT AGENDA**

1. Meeting Minutes - 10/3/17

***Director Schoenborn made a motion to approve the Consent Agenda. Director Fuller seconded. The motion passed unanimously 3-0.***

#### **BUSINESS SESSION**

1. Big Sky Park Professional Services Contract Award – Perry Brooks

Mr. Brooks gave a brief overview of the project status and proposed amenities. He shared information on the consultant selection timeline and the selection team. Mr. Brooks said that pending completion of construction documents and receipt of necessary permit approvals, staff anticipates construction starting in the summer of 2018. He said that staff recommended the Board approve the contract with DOWL Engineers for completing the design and construction drawings for Big Sky Park for a total contract price of 403,529.50 and approve a 10% contingency of \$40,352.95 for a total budgeted cost of \$443,882.45

***Director Fuller made a motion to authorize the Executive Director to negotiate and execute a contract with DOWL Engineers to complete the design and construction drawings for Big Sky Park in the amount of \$403,529.50 including allowances and to approve a 10% contingency for a total budget for consultant services not to exceed \$443,882.45. Director Schoenborn seconded. The motion passed unanimously 3-0.***

**EXECUTIVE DIRECTOR'S REPORT**

January Board Workshop – The annual Board workshop is tentatively scheduled for Wednesday, January 3. The Board was asked if they would like to consider having the workshop the following week. The Board agreed to hold the annual workshop on Tuesday, January 9.


**BOARD MEETINGS CALENDAR REVIEW**

**GOOD OF THE ORDER**

**ADJOURN** 7:55 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.


Prepared by,  
Vanessa Steele  
Executive Assistant

  
Nathan Hovekamp, Chair

  
Brady Fuller, Vice-Chair

  
Ellen Grover

  
Ted Schoenborn

  
Lauren Sprang

