



# Board of Directors

Board Meeting Minutes – November 21, 2017

## BOARD PRESENT

Nathan Hovekamp  
Brady Fuller  
Lauren Sprang  
Ellen Grover  
Ted Schoenborn

## STAFF PRESENT

Don Horton, Executive Director  
Michelle Healy, Planning & Park Services Director  
Matt Mercer, Director of Recreation  
Lindsey Lombard, Administrative Services Director  
Julie Brown, Communications and Community Relations Manager  
Vanessa Steele, Assistant to the Executive Director  
Sasha Sulia, Superintendent of Park Operations  
Jason Monaghan, Facilities Manager  
Chris Zerger, Public Events Coordinator

Legal: Paul Taylor

Media: KTVZ



## WORK SESSION

### 1. Oregon Recreation and Park Association (ORPA) Award Videos

Each year ORPA conducts an annual awards selection and ceremony to recognize and celebrate outstanding park and recreation projects, professionals, and partners. Staff shared recipient videos for the 2017 Design Award, recognizing the Bend Whitewater Park, and the Private Sector Award, honoring Brooks Resources.

### 2. Athletic Business Facilities of Merit Award

Athletic Business sponsors the Architectural Showcase each year, recognizing the best in recently constructed athletic, recreation and fitness facilities around the world. The entries are submitted by architects and other design professionals and are then reviewed by a panel of leading sports facility architects, who each year honor 10 of the projects with Facility of Merit awards. From a pool of 65 entries, The Pavilion was one of the 10 projects honored with a Facility of Merit Award for 2017. Staff shared the video from the Athletic Business Show award ceremony.

3. Receive Budget Committee applications and review budget calendar - Lindsey Lombard

Ms. Lombard shared a brief review of the Budget Committee requirements and appointment process. She explained that there are currently two open positions on the committee and provided each Board member with a packet that included candidate applications along with summaries of information on the three current Budget Committee members and the candidates. Ms. Lombard added that the applications from the candidate's include responses to supplemental questions and often a resume. She confirmed the application review and appointment process with the Board and asked the Board to rank the candidates and send their top three, ranked in order, to the Assistant to the Director by Thursday, November 30. Results will be brought to the December 5 meeting for discussion and final appointment of the two new Budget Committee members. Chair Hovekamp confirmed that the Board was comfortable with the application review and appointment process; all Board members were in agreement on the process.

4. 2017 Community Public Event Program – Chris Zerger & Sasha Sulia

Ms. Zerger and Ms. Sulia provided an overview and update of the community public events program. The focus of the update was on community/public events and run/walk-through events in 2017. They shared information about the events, numbers and types held, growth over time, and lessons learned.

5. Larkspur Center 100% DD design update – Brian Hudspeth

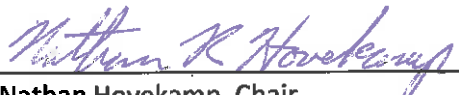
Mr. Hudspeth provided a project status update, reviewed the site plans, and discussed the current funding and cost estimates with projected total funding, projected total costs and projected borrowing. He said that in the next eight weeks staff will be working with the design team to value engineer (VE) the cost estimate closer to the current budget. Mr. Hudspeth said that staff will bring the VE estimate and any options back to the Board on January 19th.

**EXECUTIVE DIRECTOR'S REPORT**  
**BOARD MEETINGS CALENDAR REVIEW**  
**GOOD OF THE ORDER**

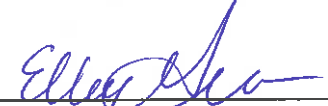
**ADJOURN** 7:45 pm


**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