



**Bend Park &  
Recreation**  
DISTRICT

## Board of Directors

July 17, 2018

District Office Building | 799 SW Columbia | Bend, Oregon



### BOARD PRESENT

Nathan Hovekamp  
Ellen Grover  
Lauren Sprang

### ABSENT

Brady Fuller, Chair  
Ted Schoenborn, Vice Chair

### STAFF PRESENT

Don Horton, Executive Director  
Michelle Healy, Planning and Park Services Director  
Julie Brown, Manager of Communications and Community Relations  
Brian Hudspeth, Development Manager  
Jeff Hagler, Park Stewardship Manager  
Quinn Kever, Park Planner  
Ian Isaacson, Project Manager  
Sheila Reed, Executive Assistant

**6:00 p.m. EXECUTIVE SESSION** - The Board met in Executive Session prior to the regular meeting pursuant to ORS 192.660(2)(e) for the purpose of discussing real property transactions.

### 7:00 p.m. BUSINESS SESSION

### VISITORS

Justin Gottlieb: Mr. Gottlieb shared some memories and let the Board know that he is planning on attending the City Council meeting, but did not reveal what he would like to address to the council.

### CONSENT AGENDA

1. Meeting Minutes – 6/19/2018

***Director Sprang made a motion to approve the consent agenda. Director Grover seconded. The motion passed unanimously, 3-0***

### BUSINESS SESSION

1. 2017-2018 Year End Annual Action Plan Review – *Michelle Healy (20 min)*

Ms. Healy asked the Board to refer to the Annual Strategic Action Plan in the Board packet. She said the strategic plan does not represent everything that is done in the District, but illustrates the high profile items. In reference to the report, she explained the key that defines where projects are in the plan:

- Green – projects underway
- Yellow – projects delayed or to be schedule
- Red – projects postponed or being considered

She then pointed out that items highlighted in yellow represent projects added after the fiscal year. The Board asked why Movement in Medicine has a red designation and she explained that there is a lack of funding and a grant will be applied for in the future.

Ms. Healy talked about some of the projects on the report and mentioned that small projects can have a big impact on members of the community, such as the new turf at the Pavilion. She said the changes to the Park and Float have gone very well and Brookwood undercrossing was the fastest project finished of its kind.

Ms. Healy wrapped up her presentation by mentioning a few things that are coming up:

- a revision to park rules will be presented in August
- a request for proposal has gone out for the SDC revision project and due back in early August
- the Annual Strategic Action Plan will get an updated format this year

## 2. Approve Resolution No. 415 adopting the Comprehensive Plan – *Quinn Keever (15 min)*

Ms. Keever stated that she is here tonight to ask for the support of the Board in passing the comp plan. She continued to say that the public has been very responsive to input on the comp plan, but input is now waning as demonstrated in the last pursuit of public comments. Ms. Keever said that she hopes the Board likes the final output and will adopt the plan tonight.

Director Hovekamp thanked Ms. Keever for all her hard work on the comp plan, the stakeholders that gave feedback, consultants for their work and all staff. He commented that it appears that the point has been reached that the public is satisfied, as demonstrated with fewer comments on the last opportunity to offer commentary. Director Sprang noted that most comments were small from the public.

***Director Sprang made a motion to adopt Resolution No. 415 adopting the 2018 Bend Park and Recreation District Comprehensive Plan. Director Grover seconded. The motion passed unanimously, 3-0.***

### 3. Alpenglow Professional Services Amendment – Ian Isaacson (15 min)

Mr. Isaacson gave a quick recap of the project. He said Alpenglow is a special project and coordination is happening with many partners. The city is fast tracking the Murphy Road extension; there is continued coordination with Bend LaPine Schools and the schools being built, and coordination with the railway and COID for two planned pedestrian bridges. Mr. Isaacson remarked that it looks like all things will be under construction at the same time.

Next, Mr. Isaacson reviewed the approved master plan for the park and all the amenities and explained the amendment and phase two. Phase two includes the schematic design and 30 percent design documents. In this phase, the type, size and location of architectural and play features will be defined before investing in the technical design detailing. Once this is complete, the application for the City of Bend’s Institutional Master Plan can be submitted and a solid package can be created for an estimate of probable construction costs. Mr. Isaacson pointed out that this is important because the District will have an opportunity to refine the project elements before moving forward with construction documents and allowing for modifications that will likely save money on the project.

Mr. Isaacson said the current funding allocation in the CIP plan for Alpenglow Park is \$8.8 million in system development charges to be spent over the next two fiscal years. Contingencies require written approval from a District representative before a consultant may proceed with the task and will only be authorized if necessary to complete the project. He referenced this chart to show where the project is to date and the requested contingency amount.

Original contract amount (includes amendment #1&2 for \$18,874):	\$222,348.00
Amendment #3 for 30% full design documents, (less original contract savings of -\$55,000)	\$339,400.00
<b>Total Contract Amount</b>	<b>\$561,748.00</b>
Original contract contingency remaining:	\$1,473.40
Contingency for new amendment (less remaining contingency):	\$32,466.60
<b>Total Contingency</b>	<b>\$33,940.00</b>
<b>Total Budget amount including contingency:</b>	<b>\$595,688.00</b>

The Board asked questions about the types of features that will be used in the park. Mr. Isaacson explained that this process of breaking the project up allows for the opportunity to make needed changes and to make sure the plan is on track with the budget.

***Director Grover made a motion to authorize the Executive Director to negotiate and execute Amendment #3 to the contract with Environmental Science Associates (ESA) for Alpenglow Park in an amount not to exceed \$339,400 and to approve an additional contingency amount of \$32,466.60. Director Sprang seconded. The motion passed unanimously, 3-0.***

#### **EXECUTIVE DIRECTOR’S REPORT**

Executive Director Horton asked the Board to consider sending a letter of support to the City for their comp plan and encourage the support of our comp plan in the city’s plan. He also

asked the Board to consider attending the several free "Let's Picnic" events that are planned throughout the community for the next several weeks.

**BOARD MEETINGS CALENDAR REVIEW**

**PROJECT REPORT:**

**GOOD OF THE ORDER**

**ADJOURNED: 8:50 p.m.**

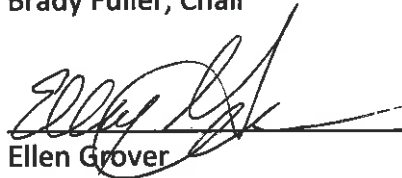
Prepared by,  
Sheila Reed  
Executive Assistant



Brady Fuller, Chair



Ted Schoenborn, Vice-Chair



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