

# **Board of Directors**

September 4, 2018

District Office Building | 799 SW Columbia | Bend, Oregon

**BOARD PRESENT** 

Brady Fuller, Chair Ted Schoenborn, Vice Chair Ellen Grover Nathan Hovekamp

# **ABSENT**

**Lauren Sprang** 

# **STAFF PRESENT**

Don Horton, Executive Director
Michelle Healy, Planning and Park Services Director
Julie Brown, Manager of Communications and Community Relations
Matt Mercer, Director of Recreation
Sheila Reed, Executive Assistant
Brian Hudspeth, Development Manager
Jeff Hagler, Park Stewardship Manager
Sasha Sulia, Superintendent of Park Operations
Heather Brenda, Aquatic Supervisor
Shannon Gilman, Aquatic Coordinator
Emma Bell, Lead Lifeguard
Kim Johnson, Community Engagement Supervisor
Colleen McNally, Marketing Manager
Sue Glenn, Recreation Services Manager
Perry Brooks, Landscape Architect

# **5:30 MEETING CONVENED**

# **WORK SESSION**

1. Recreation Program Report: Lifeguard Program – Heather Brenda, Shannon Gilman and Emma Bell

Ms. Brenda introduced the lifeguard program explaining that it is a busy program with hiring, certifying and training lifeguards. She said that 55 new lifeguards have been certified and 25 have been recertified in the last 12 months.

Ms. Brenda spoke about the Starguard Lifeguard Program that is used at Juniper Swim and Fitness Center. Using the Starguard Program, lifeguard candidates are required to pass several

screenings before being hired and many levels of training before starting a shift. This program includes specific training with evidence based protocols; practices experiential learning, risk prevention and includes an annual audit. Mandatory monthly trainings are also included and consist of hands on training, CPR/first aid, and water rescue skills.

Ms. Brenda explained that the CPR/first aid protocols are updated every year and she works with Bend Fire and Rescue to be sure that the lifeguards are trained to their standards. A reduction in rescues has occurred over the last three years. She believes the reductions are due to working on prevention, rule enforcement, height signs for waterslides and better guardian supervision and compliance.

Ms. Bell talked about the Junior Lifeguard Program; there are 38 participants this year, ages 12-15. The junior lifeguards can move through the program and can be hired at 15 if they are able to demonstrate that they are responsible enough for the position.

The Board asked about the biggest age group of rescues, if there is any collaboration with other pool operations and the differences between the Starguard Program and other programs such a Red Cross. Ms. Brenda said it is the 4-year-old age group that sees the most attention in rescue situations. She said there is collaboration with other pool facilities through ORPA, lately topics have included recruitment and retention. Ms. Brenda said in relation to the differences in lifeguard programs that Starguard is more advanced in the techniques they teach. Some examples are: rescue breaths are done in the pool and then again out of the pool, leg grabs are used so that the rescuer doesn't have to dive as deep and is less risky for the rescuer than torso to torso contact, active and passive stabilization techniques for potential spinal injuries are used as needed, and training is more intense with monthly trainings and annual audits.

# 2. Foundation Update - Kim Johnson and Julie Brown

Ms. Johnson introduced the Bend Park and Recreation Foundation. She explained that the foundation was established in 1974 as a nonprofit with the purpose of supporting District programs, facilities and projects. The mission of the foundation is to preserve Bend's livability by enhancing our community's parks, trails and providing access and opportunity for all.

The Board of Directors is a small Board; they provide financial oversight for the corporation, support to events and activities and advocacy for parks and recreation in our community.

**Currently there are three Foundation Board Members:** 

- Paul Taylor Chair
- Jane Dunham Vice Chair
- Debbie Ross Secretary/Treasurer

The foundation has supported many projects over the years. Some of these projects include:

Preserved the Hollinshead property

- Facilitated the donation of Tillicum Ranch
- Funded the original skateboard area at Ponderosa Park
- Purchased and restored the historic Bend Amateur Athletic Club (Old Bend Gym)
- Raised funds for land next to Shevlin Park to serve as buffer with future development
- Funded and built two covered shelters and a playground at Big Sky Park
- Raised funds to support development of the Deschutes River Trail
- Generated community support for construction of Farewell Bend Park
- Hosted the Gopher Broke Scramble Golf Tournament 2003-2016

In addition, the foundation has been a fiscal sponsor to:

- Heroes Memorial Plaza at Brooks Park
- Pickle ball Complex at Pine Nursey Park
- Millers Landing Community Garden

The foundation also acts as a portal for community donations that support recreation scholarships, therapeutic recreation (supported with the Opdycke Fund) and programs at District facilities. This includes an annual allocation to needs-based assistance, the gap fund (provides supplemental financial support to help reduce barriers for participation) and funding for Days of Play.

Ms. Johnson went on to explain the legacy for the future through Foundation Endowment Funds. This includes the Access for All Fund (needs-based assistance) and Luke Damon Youth Sports Fund (scholarships for kids to play sports).

# Opportunities

- Support to District approved community sponsored projects
- Growing the endowment funds
- Seeking community opportunities to raise scholarships funds, promote awareness for needs based assistance programs

Ms. Johnson said one of the challenges the foundation has is sustaining operating costs. Costs such as: tax filing, insurance, bookkeeping etc. were covered through the golf tournament fundraiser. Since the golf tournament is no longer in existence, the foundation has had trouble covering these costs. Some staff members contribute money for this purpose to help out.

Ms. Brown added that discussions have been had at the Executive Team level to discuss the role of the foundation, at this point the team is really comfortable with the support the foundation provides to the various groups. The place where the foundation is feels right for the amount of needed services.

The Board asked questions about grant writing for the foundation and other fundraising. Ms. Johnson responded that the foundation does not write any grants. If the foundation were to write grants, in order to receive grant funding, there is typically an expectation that the

Foundation Board Members would contribute funds as well. This is an idea to consider, but it has not been the expectation of Board members. The composition of the Board would need to change if the Board expectation is to donate money and fundraise. She said fundraising is difficult in Bend because there are a lot of groups trying to raise money. The Gopher Broke Golf Tournament had run its course and it ended because the dollars raised did not justify the staff time it took to put on the event.

3. Cost Recovery Guidelines for Rentals and Special Events – *Matt Mercer and Michael Egging* 

Mr. Egging showed these two tables. They have been shown before; he asked that the Board keep these in mind as he moves through the presentation that shows the impact of the recommendations on the fees. He explained the Cost Type Chart pointing out that the green shaded areas are the only costs that the District is trying to recover; the orange areas represent uncaptured costs, or subsidized costs. The next chart shows the recommended cost recovery levels for each type of function and renter.

Facility Type	Cost Type							
	Reservation Costs	Direct Service Costs	Operating Costs	Organizational Support Costs	Capital Improvements	Initial Investment		
Parks and Shelters	Yes	Yes	No	No	No	No		
Athletic Fields	Yes	Yes	No	No	No	No		
Operated Recreation Facilities (SFC, Pavillus, Sexist Centur)	Yes	Yes	Yes	No	No	No		
Rental Halls	Yes	Yes	Yes	Yes	Yes	No		

	Expression/Incidenta	Partner	Non-Profit	Private	Commercia
Community Events	0%	0-50%	50-75%	N/A	100-125%
Athletic Field Sports User Groups	N/A	0-50%	75-100%	100-125%	125-150%
Operated Facility Sports User Groups		0-50%	75-100%	100-125%	125-150%
Exclusive Rentals	<sub>IIV</sub> /A	0-50%	100-125%	125-150%	150-200%

Mr. Egging spoke about applying the cost recovery guidelines to our rentals today. He said that the fees at other agencies were looked at around the state for comparison; this research supports the increases that are recommended. The guidelines also follow the same philosophy as the District's fee-based recreation programs. The recommendations, if applied, will result in an overall increase in revenue. However, this process is more about aligning rentals with the District tax use & fee philosophy, than it is an effort to just generate more revenue. He reiterated from last meeting that the current rental revenue is approximately \$500,000 and accounts for only about six percent of all fees and charges gathered by the District. This is a one-time realignment.

Mr. Egging explained applying cost recovery guidelines:

- Calculate current cost of providing service
- Apply 5 percent annual index for estimation future costs
- Determine the fee adjustment needed to align with cost recovery targets
- Plan fee implementation strategies (one time or phase in, fee structure changes)
- Future fees after adjustments

Next he reviewed the cost recovery overview and said we are close with some current fees, others are not far out of alignment, but there are a few outliers that are substantially out of alignment.

Mr. Mercer reviewed the adjustments that need to be made in each category. He showed the following slides and explained the reasons for the adjustments. Several of these costs have not been raised in many years and he commented that they are well below the costs charged by other agencies in the state.

### **COMMUNITY EVENTS**

# Non-profit: Current 40%/Target 50%-75%

- Current Base Fees: \$490-\$1,045 per day
- Fee Adjustment

Year 1: + ≈\$75-\$160 per day Year 2: + ≈\$85-\$180 per day

### Commercial: Current 89%/Target 100%-125%

- Current Base Fees: \$710-\$1,760 per day
- Fee Adjustment

Year 1: + ≈\$140-\$350 per day

Year 2: + ≈\$170-\$420 per day

### **SPORT USER GROUPS AT JSFC**

# Non-profit: Current 70%/Target 75%-100%

- Current Fees: \$10 per lane hour
- Fee Adjustment
  - + \$1 per lane hour

# Swim Club: Current 40%/Target 75%-100%

- Current Practice Fees: \$24-\$29 per month per swimmer
- · Current Meet Fees: \$12.50 per lane hour
- Fee Adjustment

-Revise fee structure; phase-in over 2-3

years

-Keep meet fee the same

# HS Water Polo Clubs: Current 26%/Target 75%-100%\*

Revise fee structure; phase-in over multiple years

# **SPORT USER GROUPS AT THE PAVILION**

# Non-profit: Current 158%/Target 75%-100%

- Current Fees: \$200 per hour
- Fee Adjustment
  - Reduce practice fee to \$150
  - Increase tournament fee to \$250

### SPORT USER GROUPS ON ATHLETIC FIELDS

# Nonprofit: Current 27%/Target 75%-100%

Current Fees (per field)

\$5 per hour for practice use \$100 per day for game use

Fee Adjustment

Year 1: + \$5 per hour for practice use

+ \$50 per day for game use

Future: + \$5 per hour for practice use

### Commercial: Current 107%/Target 125%-150%

- Current Fees (per field)
  - \$200 per day
- Fee Adjustment
  - + \$50 per day

### **HOLLINSHEAD AND ASPEN HALL**

# Non-profit: Current 175%/Target 100%-125%

- Current Fees: \$35-\$65 per hour
- Fee Adjustment

Decrease ≈\$10 per hour

# Private: Current 110%/Target 125%-150%

- Current Fees: \$450-\$1,050 per day
- Fee Adjustment

+ ≈\$0-\$350 per day

# Commercial: Current 115%/Target 150%-200%

- Current Fees: \$585-\$1,365 per day
- Fee Adjustment

+ ≈\$300 per day

#### **PAVILION**

# Non-profit: Current 100%/Target 100%-125%

- Current Fees: \$1,000 per day
- No Fee Adjustment

# Private: Current 125%/Target 125%-150%

- Current Fees: \$1,250 per day
- Fee Adjustment

+ ≈\$50 per day

# Commercial: Current 145%/Target 150%-200%

- Current Fees: \$1,500 per day
- Fee Adjustment

+ ≈\$100 per day

### SENIOR CENTER - EVENT ROOM

# Non-profit: Current 100%/Target 100%-125%

- Current Fees: \$45-\$52.50 per hour
- No Fee Adjustment

# Private: Current 140%/Target 125%-150%

- Current Fees: \$55-\$75 per hour
- No Fee Adjustment

# Commercial: Current 175%/Target 150%-200%

- Current Fees: \$65-\$97.50 per hour
- No Fee Adjustment

### **PICNIC SHELTERS**

### Non-Profit: Current 100%/Target 100%-125%

- Current Fees: \$60-\$132
- No Fee Adjustment

# Private: Current 100%/Target 125%-150%

- Current Fees: \$60-\$132
- Fee Adjustment

+ ≈\$20-\$2**8** 

# Commercial: Current 120%/Target 150%-200%

- Current Fees: \$75-\$165
- Fee Adjustment
  - + ≈\$25-\$35

The Board asked questions about how these costs will be implemented and absorbed by the users, particularly for nonprofits. It was recognized by the Board that the costs will likely be passed on to the individual players, but should not create a big impact to the individual players. The phase in plan will help users and clubs to plan ahead for the fee increase. Mr. Egging assured the Board that there will be outreach with the clubs ahead of the changes as well.

The Board showed concern for charging more than 100 percent of the cost recovery for commercial users that are profiting off of the use of the facility. They talked through the costs understanding that the excess recovery can go into the longer term subsidization of more community oriented events. Executive Director Horton pointed out that there are still costs attributed to these rentals that are subsidized as referenced on the Cost Type Chart. He also stated that staff run events are scrutinized through a budgeting process to see if it is a feasible (affordable) project for the District; the commercial rentals are subsidized automatically as part of the rental without the benefit of the budgeting process and impact on staff. In actuality, they receive the priority over how the parks are being used, even over the District staff.

Mr. Mercer explained all the slides and the impact to the various groups; some groups will see a cost increase, while others will see a decrease. This alignment brings the fees to an equitable distribution among users and groups.

The Board discussed the importance of stressing to users that cost recovery levels are not recovering all costs with the fee increases.

Mr. Egging reviewed the next steps:

- October 2 Board Meeting: Board approval of cost recovery levels
- Finalize plan to adjust fees and/or level of service to support cost recovery targets
- Coordinate with other providers/venues
- Inform stakeholders of adjustments, where feasible
- Begin implementing fee schedules (Nov.-Jun.)

# 7:00 p.m. REGULAR MEETING

# **VISITORS**

Mary Angellotti and Cindy Murphy: Ms. Murphy said that she disagrees with the comment that was published in the newspaper that there is not a lot of opposition to taking out the covered bridge in Shevlin Park. She presented a signed petition with over 200 signatures to keep the bridge in place. She asked why the decision to tear down the covered bridge was made without public input. Ms. Murphy would like to use the money that has been allocated for the project to repair the bridge instead of tearing it down. She understands that the covered bridge was built for a movie, but the trestle is historic. She added that the bridge is part of the history of many Bendites. Ms. Angellotti stated that when she spoke to all the people while gathering signatures for the petition, people shared their history and memories of the bridge. They would all like to see it repaired. She mentioned that the bridge has tourist value and is rated as one of the top 25 places to see in Bend on Trip Advisor. Both asked the Board to reconsider their decision and repair the bridge.

Michele Moore: Ms. Moore expressed her concern about drone use in parks. She is remarked that our parks are beautiful and peaceful. She mentioned ways that people recreate in the parks that do not have a negative impact on other people. She said that a drone is fun for one and the rest of the park users have to live with the noise, and the noise is annoying, unlike noise created by children and people having fun. Drones are intrusive and she asked why does a drone user need a landscaped park? She recommended an altitude restriction and regulation to how close a drone can be flown near people. Ms. Moore made some recommendations: the District could require a permit for drone users with a safety course requirement; children should not be able to use without an adult, create something that provides structure for drone use and create a park area just for drone use. Other ideas included: ban drones from certain parks and limit the hours they can be used.

Ryan Thomas: Mr. Thomas thanked the Board for the opportunity to speak. He is a hobbyist and owns a local hobby shop. He said he would like to address some myths vs. facts and stated that he agrees with many of things that Ms. Moore said. Most drone users don't want conflicts in shared spaces. Some of the myths are that drones are used for spying, this comes from the military and Hollywood. Drones are a terrible platform for this because the cameras aren't good

enough. Another myth is that drones are dangerous; he knows of no evidence that anyone has been injured and feels that this comes from perception rather than actual use. Using resources to ban drones or monitoring people using drones can be better used for signage that separates the spaces and guidelines for users. He would like the Use of resources to be productive and hopes that changes made are based on facts and not perceptions.

David Leath: Mr. Leath is a commercially licensed drone operator for the City of Bend. He said there are about ten people operating drones for the city, serving as police and first responders. The parks are an incredible resource for us to use as practice. He said that as a practice, they use the parks in less busy times and do not fly in parks like Shevlin Park. The FAA does regulate the use of drones and has an entire set of rules. The rules are on the FAA website. Mr. Leath would like the District to keep the ability to fly drones in the parks. He said that there is a need to have more outreach and let people know what they are doing with drones. Drones are valuable for search and rescue, police officers carry them in cars for search and rescue, firefighters use to look at fires, and they are used for inspection of utilities and are a valuable resource.

James Mahoney: Mr. Mahoney is in favor of aircraft in parks. He and a small group of friends use Tillicum Park to fly radio controlled aircraft. The average age of the group is 80 years old. The group likes this park because the park is close to town, not well used and accessible to people with mobility issues. He describes the aircraft they fly as silent. If denied access to do this in the park, it would be very difficult to find an alternative property that offers the proximity and access for no cost.

Bob Wren: Mr. Wren said he was hoping to hear from more people that are against the use of drones in parks to gain a better understanding of why people don't like them. When Mr. Wren is flying in parks, people ask about the drones and are very curious. His experience is that drone flyers want to avoid conflict with other park users. Even when flying drones in an area that people enter into, they will leave the area to avoid conflict. The idea of creating a place for drones to fly like at Tillicum Park would likely get the users to go to that park. In response to the comment about not flying in the mornings or evenings, he said that doesn't work because the winds pick up in the middle of the day.

Ryan Jordan: Mr. Jordan represents a club called Central Oregon Porch Flyers, he said the goal of the club is to have fun and spend time with friends. He said his experience with flying in parks has been very positive, he goes out of his way to show people what the drones are doing by sharing goggles with others so they can see what the drone sees. He stated that the goal is not to harass or spy and agrees that there are parks that should not allow drones. Mr. Jordan likes to fly in Pine Nursery, Big Sky and Tillicum Parks. He commented that a runway in Tillicum Park would bring more people to that location. Pine Nursey and Big Sky are good parks to use because of proximity, but hard to use because they are so busy with sports. Some flyers use cameras to get good nature shots in the mornings and evenings so limiting hours would be difficult. He closed with stating that their group is supportive of rules that promote good, safe flying.

Calvin Chen: Mr. Chen is a drone racer, as a racer he said he is very aware of safety, noise and where to fly his drone. He said that there is a community of people that will help new users to be aware of these things too. Mr. Chen understands the noise issue and remarked that his wife hates the sound of drones. He thinks that the time of day should be considered for drone use. Mr. Chen loves flying in parks especially when no one is around. He said that kids love these toys and are very interested in them. Mr. Chen is involved with school programs that show kids the technology it takes to build a drone; he teaches them about the different types and how to use them.

Dan Dawson: Mr. Dawson flies with the local search and rescue agencies as a first responder. He practices in the parks. If there are people around, he said he will leave. He told the Board he really appreciates being able to use the parks for practice and he supports the existing rules.

Jaren Morris: Mr. Morris has been flying model plans since he was a child, he moved onto drones as an adult. He said he appreciates being able to use the parks for flying and there have been a lot of opportunities for him to share his experiences. Beyond flying, he has met other people that share his interest in the parks. Mr. Morris likes to share his experiences with other people and brings an extra set of goggles to show people what he is doing with the drone. He stated that he does agree that there are some parks that should not allow drones. Shevlin park is a good example, he said it is a great park to fly, but would be disturbing to park users and wildlife. He stated that as a community, they do their best to make sure that they are not disturbing others.

Director Fuller closed the public hearing at 7:43 p.m.

# CONSENT AGENDA

1. Meeting Minutes – 8/21/2018

Director Grover made a motion to approve the consent agenda. Director Schoenborn seconded. The motion passed unanimously, 4-0.

# **BUSINESS SESSION**

1. Park Rules Second Reading and Adoption of Ordinance No.11 – Jeff Hagler

Ms. Sulia spoke about the public comments that were received and the redline changes that have been made to the park rules. Staff contacted the media, put on district website and social media sites and directed outreach to user groups in order to solicit responses from the community. The District received comments from 29 individuals, 24 comments were related to drones, four on e-bikes and one on various other topics.

Mr. Hagler discussed the key public comments

E-Bikes: Comments were about speed and definition of e-bikes

Bridges: Comments about safety of tethering, this resulted in the addition of Article 7.8

Drones: Comments about noise, privacy and safety

Mr. Hagler stated that past experience does not reflect that drones are a problem in the parks. He added that the rules have not changed; the rule state that drones are allowed in all parks.

Ms Sulia said Ordinance 11 is the document of rules that apply to all parks. In addition, there are guidelines for all the facilities or sites. The guidelines provide more detail, are on the website and at shops that sell some of the features that are covered. Guidelines cover slack lining and hammocks, drone use, geocaching, etc. There are also guidelines available that cover facility rules (JSFC, skate parks, dog parks).

Mr. Hagler discussed changes from the first reading that include:

- Restroom use: Language clarification of a person assisting a child or person of opposite gender.
- Electric bikes: Will be restricted where other bikes are also restricted, as requested by the Board at the first reading.
- Slacklines, hammocks, geocaching and drones: All have guidelines specific to their use.
- Drones: Changed word drone to unmanned aerial vehicles.
- Tethering: Added tethering to bridges to the rules.
- Park hours: Reworded Sunrise to Sunset as requested by the Board.
- Appeals: Added language to better define appeals as requested by the Board.

The Board discussed the idea of banning drones from Riley Ranch and Shevlin Park due to the public comments that were received tonight and through email and phones calls since the first reading of the rules. It was suggested that the staff discuss and report back to the Board about the decision. Executive Director Horton said that there has not been much conflict with drones in the parks. The District needs to consider that it cannot control airspace and could consider voluntary compliance of park users. Recreational immunity could be jeopardized with this type of ban and will also need to be considered. Ms. Clason remarked that the District cannot control airspace, but could prohibit launching and landing the parks.

The Board encouraged some discussion of creating facilities at Tillicum Park for drone use. It was also noted that there is a need for effective education on the website and in the community at specialty shops that sell the devices that are being discussed.

Director Grover made a motion to conduct the second reading of Ordinance No. 11 by title only. Director Schoenborn seconded. Motion passed unanimously, 4-0.

Director Fuller read the second reading of Ordinance No. 11 with changes reflected in the second reading

Director Schoenborn made a motion to adopt Ordinance No. 11, Park Rules & Regulations, replacing Ordinance No. 9. Director Grover seconded. Motion passed unanimously, 4-0.

2. Approve IGA with City of Bend for Quimby and 8<sup>th</sup> Ave. – Perry Brooks (10 min)

Mr. Brooks spoke about the development of Goodrich Park that has prompted the needed improvements to the area surrounding the park. He said that as part of the development requirements the District will be required to make ROW (right of way) improvements on frontage on both Quimby Avenue and 11<sup>th</sup> Street. In addition to those improvements, the District will also be extending the sidewalk along the west side of 11<sup>th</sup> Street from the park boundary to the intersection of Penn Avenue and 11<sup>th</sup> Street.

Mr. Brooks said that in an attempt to create a safer crossing of Penn Avenue to the neighborhood to the South, that this park is meant to serve as their neighborhood park, District staff is working closely with the City on identifying solutions to get bikes and pedestrians across Penn Avenue.

The breakdown of the shared project is as follows:

# District

- Manage the design of the ROW improvements
- Bid and contract for the construction of the improvements
- Provide construction oversight during the duration of construction
- Provide billing information to the City at the end of the project for reimbursement

# City of Bend

- Provide input at milestones during the design of the improvements
- Provide input during the construction of the improvements
- City will provide permits for their portion of the improvements
- Provide the District reimbursement at the end of the project for all costs associated with the design and construction of the improvements

Mr. Brooks talked about the public outreach efforts. He remarked that District staff heard from neighbors and their concerns about increased speed and cut through traffic on Quimby Avenue from people trying to avoid traffic congestion on Neff Avenue. In an effort to address these concerns, District staff and the design team are working closely with the City on creating a road design that is narrower in attempt to slow traffic and discourage drivers from using it as a cut through.

The District's responsibility for the ROW improvements ends about 250 feet short of the intersection of 8<sup>th</sup> Street and Quimby Avenue. The City will be completing this section of Quimby Avenue as well as sidewalk improvements on the east side of 8<sup>th</sup> Street.

The IGA spells out the roles and responsibilities for both the District and the City. The District will provide project management during the design and construction of the improvements.

Within the agreement there are milestones that will allow the City to complete review of the design and provide oversight during construction. The City will reimburse the District for the costs associated with design and construction at the end of the project.

Director Fuller asked if any utilities want to lay any lines down before paving the road. Mr. Brooks said that has been checked, but he will ask again to be certain.

Director Hovekamp moved to authorize the Executive Director to negotiate and finalize an IGA with the City of Bend for the road improvements on NE 8<sup>th</sup> Street and Quimby Avenue. Director Grover seconded. Motion passed unanimously, 4-0.

3. CM/GC for Drake Bank and Trail Improvement Project – Brian Hudspeth (30 min)

Mr. Hudspeth recommends using a Construction Manager/General Contractor (CM/GC) for the Drake Park bank and trail project. He presented an outline of the timing as follows:

- Aug 22: Burden of Proof and required statewide posting sent out for publishing
- Sept. 4: Update Board of Directors on status
- September 18 Convene Contract Review Authority to hold a public meeting and adopt a resolution to use CM/GC alternate form of contracting
- September 19 Publish request for proposal (RFP) for CM/GC
- November 6 Award CM/GC contract

Mr. Hudspeth explained the reasons for using a CM/GC saying that the primary reason for a CM/GC on this project would be for constructability. Many areas of the trail through zones four and five have very limited and difficult access. The CM/GC will also be used for estimating the final sets of construction documentation, and would provide better procurement and advanced scheduling.

Director Fuller asked the following questions:

Is the consultant on this project advising the District for the CM/GC? Is there a budget for the contractor?

Does the contractor include the overhead and profit in the bid?

Is the work that the contractor can self-perform limited?

Mr. Hudspeth replied that the consultant is not giving any input on the CM/GC and staff is comfortable managing this based on prior experience; however, the consultant does support using a CM/GC. The RFP lists a dollar figure that is presumed to be reasonable for this work. It is up to the contractor to define their costs in the bid as well, and it is calculated into the scoring of the proposals. Mr. Hudspeth said that the overhead and profit is negotiated later in the guaranteed maximum price (GMP). The RFP does call out a range for the general contractor fee of 5-10 percent and the contract does stipulate what can be included in this fee. State law dictates the work that can be self-performed through the ORS regulations.

Director Fuller addressed the Board commenting that he supports this effort because he believes that this is more about risk management than saving money.

# **EXECUTIVE DIRECTOR'S REPORT**

Mirror Pond Solutions Workgroup: Executive Director Horton passed out a summary of key facts and information (document is attached to this report). The first part of the handout describes the history of the project and the second part is a spreadsheet that looks at funding options. Executive Director Horton said that when the committee met, it wasn't to come up with recommendations on how to fund the sediment removal; it was to come up with options on how to fund it. The options were broken down into categories of amount of money and timing of money that could be secured. He stated that the purpose of this tonight is to give the Board information on what occurred and to discuss next steps. Executive Director Horton commented that Councilor Abernethy pointed out at the meeting that if the group wants to seek grant money, the workgroup would need to look at the total project. The project encompasses the dredge, the banks, storm water, etc. Executive Director Horton said the District and City both realize that the general fund cannot be taxed a lot for this and the goal is to find alternate funding. He reiterated that if the expectation is that the general funds from the District and City will pay for this then it is probably not going to happen. Making this clear in the meeting resulted in a very positive approach to seeking other opportunities as a solution.

South UGB Bridge Project: Mary Orton has been hired by Oregon Consensus; she is back from her summer retreat. Executive Director Horton and Ms. Healy have met with her and walked the site for the proposed bridge. She has been given names of about 20 people to interview that are on both sides of the issue. She is starting right away. Executive Director Horton says he feels optimistic that this is the right way to go. The consensus building has not yet started; the interviews are to see if this process will work. Ms. Orton will evaluate this as she interviews those involved. The contact list came from the District and she is asking those she interviews if there are others she should speak with as well. She has also vetted the list that was provided.

Big Sky Master Plan: Executive Director Horton reported that the hearings officer has made a ruling on the plan. Field lighting will not be allowed, lighting of the RC track or slopestyle course will not be allowed, eliminated access points to the old fire station on Hamby Road and Neff Road, but leaves one of the access points on the south side open for access. Neither slopestyle course nor the RC vehicle track will be allowed use for races or competition. Some of these decisions the District will be appealing. The District wants to be able to have the competitions as they are allowed today. No trails within 250 ft. from the northern boundary will be allowed to have events (this means no slopestyle events). No use of permanent amplified sound. The rule today says that temporary amplified sound can be used for events, but this ruling now says this will not be permitted. The sound ruling will be appealed as well, but will not appeal the lighting restrictions or access points.

Empire Road Roundabout: The District has a signed agreement now. The District is providing the City with land for the roundabout. The City will provide the land for the Northpointe Park,

build an undercrossing for the trials, have some parallel trails, in some cases there will be trails instead of sidewalks. If improvements are being made to the park, the District has the right to approve the plans and will take over ownership when finished. A pedestrian bridge that links the park and the school and goes over the canal will provide safe passage for children walking to school.

Two volunteers from the Board are needed to codify personnel policies. Directors Fuller and Sprang will volunteer for this.

BOARD MEETINGS CALENDAR REVIEW
PROJECT REPORT: Attachment in Board Report
GOOD OF THE ORDER
ADJOURN 9:17

Prepared by, Sheila Reed Executive Assistant

Brady Fuller, Chair

Ellen Grover

Lauren Sprang

Ted Schoenborn, Vice-Chair

Nathan Hovekamp