



# Board of Directors

December 17, 2019

District Office Building | 799 SW Columbia | Bend, Oregon



**5:30 p.m. MEETING CONVENEED**

**BOARD PRESENT**

- Ted Schoenborn, Chair
- Nathan Hovekamp, Vice Chair
- Jason Kropf
- Ariel Méndez

**STAFF PRESENT**

- Don Horton, Executive Director
- Michelle Healy, Deputy Executive Director
- Julie Brown, Manager of Communications and Community Relations
- Lindsey Lombard, Administrative Services Director
- Matt Mercer, Director of Recreation
- Sheila Reed, Executive Assistant
- Brian Hudspeth, Development Manager
- Jeff Hagler, Park Stewardship Manager
- Sasha Sulia, Superintendent of Park Operations
- Betsy Tucker, Finance Manager
- Sarah Bodo, Park Planner
- Henry Stroud, Park Planner
- Rachel Colton, Park Planner
- Jason Monaghan, Facilities Manager
- Rob Shatting, Recreation Facilities Supervisor

**MEDIA**

- Brenna Visser, The Bulletin
- Brooke Snively, Central Oregon Daily

**WORK SESSION**

1. *Park Services Report Facilities Program – Jason Monaghan and Rob Shatting*

Mr. Shatting said the MEP (mechanical, electrical, plumbing) division consists of four fulltime staff, specializing in the three key areas of the district. The team maintains and repairs mechanical, electrical and plumbing equipment serving over 300,000 sq. ft. of indoor building space. According to the maintenance system, over 1700 hours per year are spent on preventative maintenance, reactionary work orders and energy saving measures.

Mr. Shatting reviewed the daily duties that are performed at the district buildings:

- Daily monitoring of building control systems.
- Preventative maintenance and fine tune air handling equipment.
- Electrical system repair and upgrades from LED lighting to magnetic locks in restrooms to solar powered gates.
- Respond to building emergencies either in person or by logging into building controls remotely.
- Complete and track Strategic Energy Management performance measures.
- Trend and analyze building data

He added that most of the work that the MEP team completes typically has some energy savings directly related which includes the majority of the work related to the SEM (Strategic Energy Management) program. By analyzing data from the district systems, the team is also able to adjust not only for energy savings but for space comfort and regulations.

In the SEM program the district has achieved \$43,384.86 in avoided cost (savings) while earning \$18,449.23 in incentives for the work performed. The energy savings goals that were established have been far surpassed. Mr. Shatting further explained that by having district staff do more project work, the district has been able to better control costs. He shared an example of a lighting project that was anticipated to cost over \$50,000, staff was able to complete for just under \$20,000. Other projects include:

- District Office and JSFC retro commissioning
- Increased building efficiency resulting in substantial energy savings and equipment longevity
- Countless LED lighting upgrades
- ETO rebates on projects
- Safe, comfortable, efficient indoor pace for patrons and staff

In addition, district participation in the Strategic Energy Management program has resulted in the implementation of strategies that have helped to change the mindset of energy savings across the district and alignment with the city's climate action plan. Mr. Shatting said staff will continue to pursue training opportunities that further the work of saving and maintaining performance. Future plans include use of the Energy Cap program for tracking every utility meter in the district.

## 2. Level of Service Update – *Sarah Bodo and Henry Stroud*

Ms. Bodo explained the district level of service analysis as a qualitative tool to measure the number of park acres and trail miles per 1,000 residents. This is recalculated annually with population estimates and park inventory. The district is using geographic information system (GIS) technology to evaluate the distribution of parks and trails by performing “walkshed” analysis.

Ms. Bodo said the current levels of service for parks exceed the targets for neighborhood and community parks. Trails fall short of the target. The close to home target of a park within a half mile

of every resident is a current focus of the district and will be monitored annually as called for in the Strategic Plan.

Ms. Bodo showed a map of the district parks and identified areas that do not have a park in walking distance (1/2 mile) or have a barrier to walking to a park. She said some of the areas would be served with better access. The preliminary walkshed analysis has identified that 66 percent of residents live within a ½ mile walk to a park. Additional analysis options include populations living below poverty level, by age, disabilities, minority and limited English proficiency.

The next steps, Ms. Bodo explained, will be to refine the GIS process and use the 2020 census data for population updates.

Mr. Stroud addressed the board explaining that his presentation is an overview of trails and he will be back in January to do a more in-depth presentation for the board. He reviewed the primary trails as major routes that cross multiple neighborhoods and connect multiple park sites. Interior park trails that are greater than one mile in length are also considered a primary trail. He defined connector trails as shorter routes that link parks and trails to neighborhoods.

Mr. Stroud said there are 88.82 miles of existing trails, 68.46 miles are maintained and 48.92 are owned by the district. The trail level of service target is one mile per 1000 residents, the district needs an additional 15.05 miles of trail to meet the target for 2019. Mr. Stroud showed a slide predicting further trails needed to meet targets for projected population growth. By 2020 an additional 41 miles will be needed to meet the target goals.

Mr. Stroud introduced his “trailshed” analysis. He said the focus is on equitable distribution of amenities versus overall length of system. The analysis revealed that within a 5-minute walk or 1.5-minute ride, 51 percent of the district is covered and 55 percent of the population is served. He said if the analysis is expanded to a ten-minute walk or three-minute ride, 77 percent of the district is covered and 79 percent of the population is served.

Next steps include:

- Continue to track trail LOS based on trail mileage
- Refine trail service areas
  - Identify barriers to access
- Use analysis to better plan for the future and expand the areas served by BPRD trails
  - Identify new trail alignments
  - Advocate for low stress on-street bicycle facilities that link to trails
- Enhanced trail data collection

### 3. River Access & Habitat Plan update – *Sarah Bodo and Rachel Colton*

Ms. Bodo gave the background on the plan. She said the district received a grant in November for some of the work. The district has 16 parks with river access. There 25 designated access points and 80 user created river access points.

The need for the project is demonstrated by the feed back from the community and district policies. The comprehensive plan survey revealed the top community desires as:

- Areas to access the river
- Off leash dog access with water access
- Natural area parks

Ms. Bodo explained the project goals:

- Identify and prioritize projects that balance habitat restoration and user access
- Improve and consolidate existing access points
- Engage diverse stakeholders to inform plan
- Develop fiscally sound implementation plan

Ms. Bodo reviewed the work to date, previously considered projects and projects that are in design phase. The projects in design phase include the access and restoration of Riverbend Park South and Drake Park bank and trail improvements. She added that outreach to the community has been ongoing and will continue on this project.

Ms. Colton: reviewed the project schedule. She said in 2020, the research phase will continue into January and February, the projects list will be developed March – November and the final draft will be created by June of 2021. Every phase prior to the final plan will include focus groups, public outreach and staff outreach. She spoke about future updates to the board on all phases of the project. The board expressed their appreciation and mentioned that more frequent updates would be welcomed.

### VISITORS

**Matt Mischler:** Mr. Mischler made comments about the presentation that was given last month by staff on the Pest Management Program. He specifically mentioned the use of Roundup and 2,4-D. He shared information about pesticide programs in Boulder, Co and Irvine, CA that are not using these types of chemicals and named some products that were being used in these cities. He said Glyphosate is everywhere, in the air, on our foods and raining down on us. He attributed spikes of chronic illness starting about the same time as “Roundup ready crops” were introduced. He said the district cannot go into to 2020 using the same methods as last year.

**Kristin Phillips:** Ms. Phillips expressed concerns about an applicant for the board vacancy. The applicant previously worked for the district and she said this person would be in direct opposition to the district’s stated values if appointed. She gave some background information for her reasoning and gave each board member a print out with further information.

**Nunzie Gould:** Ms. Gould reviewed the history of Troy Field in downtown Bend. She would like the district to work toward acquiring the land from the school district to preserve the field as a neighborhood gathering place.

Jim Guild: Mr. Guild owns property near Troy Field. He said Troy Field is used for Earth Day activities and serves as an open green space. Mr. Guild believes that the traffic in the area has increased so much that it is difficult to get to Drake Park and there is no parking available. He said there is a great opportunity to make Troy Field a park and asked the board to consider it.

### **CONSENT AGENDA**

#### **1. Meeting Minutes – 12/03/2019**

***Director Hovekamp made a motion to approve the consent agenda. Director Méndez seconded. The motion passed unanimously, 4-0.***

Director Hovekamp made the following motions in relation to discussions that have been held in Executive Session.

***Director Hovekamp made a motion to approve and ratify all action taken by the Executive Director Don Horton and district staff concerning the dispute involving the artificial turf system at the Pine Nursery Park playground, including, without limitation, initiating an arbitration proceeding against the general contractor, JP Prinz Co. LLC. Director Méndez seconded. The motion passed unanimously, 4-0.***

***Director Hovekamp made a motion that the board authorize, approve, and direct Executive Director Don Horton and district staff, in consultation with district's legal counsel, to take all actions necessary or appropriate concerning and in furtherance of the JP Prinz arbitration proceeding, including, without limitation, bringing additional claims in, and adding additional parties to, the arbitration proceeding. Director Méndez seconded. The motion passed unanimously, 4-0.***

### **BUSINESS SESSION**

#### **1. Receive Budget Committee Applications and Review Process – Betsy Tucker**

Ms. Tucker explained the make-up of the budget committee, she said there are the five board members and five community members. There will be two vacancies going into 2020. One term is a vacancy from Director Méndez and one is an expiring seat. Staff has advertised the two openings to the community for the past couple of weeks. Three applications were received. Ms. Tucker gave each board member the three applications and reviewed the process. She said the board should review each application and be ready to appoint the budget committee members after appointing the board vacancy on January 7.

#### **2. Discuss Board Member Applications – Don Horton**

Director Schoenborn led the discussion of the applications for the board vacancy. He said the district received 24 very qualified applicants. Prior to the meeting, the board scored each applicant and the scores were ranked and sent to each board member. The board discussed and deliberated on the number of applicants that will be invited back to interview. They decided on the top six:

Zavier Borja  
Amy Fraley

Judith Stiegler  
Karen Berky

Linda Crouse  
Deb Schoen

Applicants will be given instructions to come prepared to give a five-minute presentation and expect questions from the board as well. Candidates will be sent suggestions to include in their presentation. Presentations will be given in the work session and the appointment will be made in the business session of the January 7, 2020 board meeting.

**EXECUTIVE DIRECTORS REPORT**

Executive Director Horton presented each board member with a soup mix that was put together as a fundraiser for the Bend Senior Center. He reminded the board that there is a tour on Thursday at noon at the Larkspur Center. He said there is an agenda item coming up for the Northpointe park naming, adding that a review of the policy for naming parks should be considered because so many factors have changed.

**PROJECT REPORT**

**BOARD MEETINGS CALENDAR REVIEW**

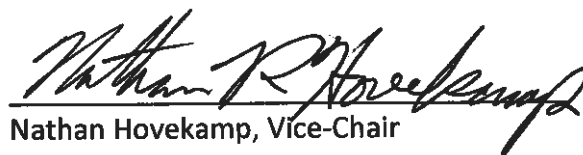
**GOOD OF THE ORDER** Director Hovekamp said he thought the visitor comments on Troy Field were good, he added he appreciates the passion for Troy Field as a park. He expressed interest in thinking about Troy Field as an opportunity. He said the district looked at the property before and the value of the property was astronomical and recognized that there are limits on what can be done with the property.

**ADJOURN: 7:57pm**

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Prepared by,  
Sheila Reed  
Executive Assistant

  
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Ted Schoenborn, Chair

  
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Nathan Hovekamp, Vice-Chair

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Jason Kropf

  
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Ariel Méndez