



Board of Directors

January 17, 2023

District Office Building | 799 SW Columbia | Bend, Oregon

AGENDA



A video of the entire board meeting can be viewed on the website:

<https://www.bendparksandrec.org/about/board-meeting-videos/>

BOARD PRESENT

Deb Schoen
Nathan Hovekamp
Donna Owens
Jodie Barram

BOARD ABSENT

Zavier Borja

STAFF PRESENT

Don Horton, Executive Director
Michelle Healy, Deputy Executive Director
Julie Brown, Manager of Communications and Community Relations
Kristin Donald, Administrative Services Director
Matt Mercer, Director of Recreation
Sheila Reed, Assistant to the Executive Director
Brian Hudspeth, Development Manager
Ian Isaacson, Landscape Architect
Justin Sweet, Administrative Analyst

VISITORS

None

CONSENT AGENDA

1. Minutes 12/20/2022

Director Hovekamp made a motion to approve the minutes with changes. Director Owens seconded. The motion was approved unanimously, 4-0.

Two names were omitted from the minutes. The signed minutes included the changes.

BUSINESS SESSION

1. Amended Local Contracting Rules (Purchasing Policy) – *Justin Sweet*

Mr. Sweet explained that this change to the purchasing policy is due to the revised Oregon statutes and administrative rules. These changes grant local contracting agencies the right to evaluate fee proposals from architects, engineers and related services as part of informal and formal procurement. He added that the district desires to use this right to select the most qualified bids while also considering price. He said resolution 2023-01 amends resolution 416 and brings it into compliance with law and rule, the remainder of resolution 416 remains in full force and effect.

Director Hovekamp made a motion to adopt Resolution No. 2023-01 amending the district's public contracting rules. Director Owens seconded. The motion was approved unanimously, 4-0.

2. Approve Miller, McKay and Columbia Parks Contract Amendment - *Ian Isaacson*

Mr. Isaacson reported that staff and the design team have completed the initial phase of work for the McKay, Millers Landing and Columbia Parks River Access Project. He said the initial phase included site surveys, data collection and development of initial concept drawings. He explained that two initial concepts will be provided for each river access location and are intended to present the widest range of possible solutions. Community input will be collected on these concepts and the feedback will assist the project team in the development for the preferred concept design for each location. He reviewed the existing conditions of the parks, the uses that have impacted certain areas of the parks and the concepts for each park.

Mr. Isaacson reviewed the budgetary impact that he is requesting of the board and cited the grants from the Oregon State Marine board that will also be used.

Director Barram made a motion to authorize the executive director to negotiate and execute amendment #1 to the contract with Environmental Science Associates for the McKay, Miller's Landing, and Columbia Parks River Access Project in an amount not to exceed \$130,000 and to approve an additional contingency amount of \$13,000, for a total design budget not to exceed \$223,000. Director Owens seconded. The motion was approved unanimously, 4-0.

EXECUTIVE DIRECTOR'S REPORT

- Executive Director Horton reminded the board that they are welcome to attend the public meeting for the outreach for the three river parks as discussed tonight.
- He said the legislative session started with over 1800 bills that have been submitted. He and Ms. Healy attended a Special Districts Association of Oregon (SDAO) legislative pre-session where they spoke about System Development Charges (SDCs) that are likely to be a target in the legislative session due to the higher cost of housing. Several bills have already been introduced and they are being watched. He added that most Special districts do charge SDCs in Oregon and these decisions will effect several agencies. As members of ORPA, staff has access to their legislative committee information.
- He thanked Directors Owens and Barram for attending the upcoming SDAO board training.
- He reported that Epic Land Solutions has been having some success in speaking with land owners and looking optimistic to provide park space to underserved areas. He said this will be discussed more at a future Executive Session.

- He checked in with new board members about the orientation last week to be sure it was a good experience.
- He asked the board for two volunteers for the benefits committee to review employee benefits. He said the meeting is usually one lunch meeting to review changes and recommendations. He informed the board that there will be a lot of increased costs this year including PERS, unemployment taxes and health benefits. Directors Hovekamp and Schoen volunteered to serve.

PROJECT REPORT

BOARD MEETINGS CALENDAR

GOOD OF THE ORDER

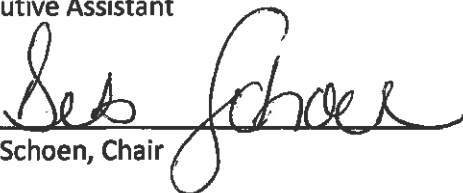
- Director Hovekamp welcomed and thanked the new board members.
- Director Owens remarked about her positive experience with her orientation with staff.
- Director Schoen recalled that Director Borja said he would be absent tonight. She said she and Director Hovekamp met with Eric King and councilors as part of a regular monthly meeting and welcomed topics from the new board members for discussions with the city.
- Executive Director Horton mentioned the City of Bend's Area of Special Interest (ASI) application as a possibility for Worrell Park to Director Owens.

ADJOURN 7:00 pm



Prepared by,

Sheila Reed
Executive Assistant



Deb Schoen, Chair



Nathan Hovekamp, Vice-Chair



Donna Owens

Zavier Borja



Jodie Barram