



Bend Metro Park & Recreation District

March 1, 2016

Board of Directors Agenda and Reports

www.bendparksandrec.org



play for life



Our Vision

To be a leader in building a community connected to nature, active lifestyles and one another.

Our Mission

To strengthen community vitality and foster healthy, enriched lifestyles by providing exceptional park and recreation services.

We Value

Excellence by striving to set the standard for quality programs, parks and services through leadership, vision, innovation and dedication to our work.

Environmental Sustainability by helping to protect, maintain and preserve our natural and developed resources.

Fiscal Accountability by responsibly and efficiently managing the financial health of the District today and for generations to come.

Inclusiveness by reducing physical, social and financial barriers to our programs, facilities and services.

Partnerships by fostering an atmosphere of cooperation, trust and resourcefulness with our patrons, coworkers and other organizations.

Customers by interacting with people in a responsive, considerate and efficient manner.

Safety by promoting a safe and healthy environment for all who work and play in our parks, facilities and programs.

Staff by honoring the diverse contributions of each employee and volunteer, and recognizing them as essential to accomplishing our mission.

play for life

District Office | Don Horton, Executive Director

799 SW Columbia St., Bend, Oregon 97702 | www.bendparksandrec.org | (541) 389-7275

BOARD AGENDA COMMUNICATION

AGENDA DATE:	March 1, 2016
SUBJECT:	Minimum wage update and potential impacts
STAFF RESOURCE:	Lindsey Lombard, Finance Director Don Horton, Executive Director
PREVIOUS BOARD ACTION:	None
ACTION PROPOSED:	None, for information purposes only.
STRATEGIC PLAN:	
Theme:	Financial Stewardship
Objective:	Maintain financial stability
Initiatives:	Provide responsible financial planning and management to support the district's existing and future levels of service.

BACKGROUND

Oregon's Senate Bill (SB) 1532, "relating to minimum wage; creating new provisions; amending ORS 653.025; and declaring an emergency", passed the House on February 18th, and is before Governor Brown to sign. She is expected to sign the bill. This bill will become effective July 1, 2016, which is the start of our new fiscal year. Per this bill, the minimum wage will increase by specified amounts from the current wage of \$9.25 per hour in multiple steps annually over the upcoming six years, and then by the Consumer Price Index (CPI) for the years following.

The following will be the future amounts of the Deschutes County minimum wage, per SB 1532:

July 1, 2016 - \$ 9.75
 July 1, 2017 - \$ 10.25
 July 1, 2018 - \$ 10.75
 July 1, 2019 - \$ 11.25
 July 1, 2020 - \$ 12.00
 July 1, 2021 - \$ 12.75
 July 1, 2022 - \$ 13.50

There is also likelihood that there will be at least one referendum on the November, 2016 statewide ballot, for a higher minimum wage than that imposed by SB 1532. If a higher minimum wage is passed by the voters, then this would clearly have a greater impact on the District's budget and operations, and may occur in the middle of the upcoming fiscal year.

Staff has and continues to consider all potential impacts of a higher minimum wage, both on the upcoming fiscal year's budget and operations, and on future years. Staff will share these impacts during the Board meeting.

BUDGETARY IMPACT

The budgetary impact of SB 1532 on the upcoming Fiscal Year 2016-17 Proposed Budget is currently unknown. Staff will continue considering various options and their related impacts during March and will bring this information before the Benefits Committee in advance of preparing the proposed budget. The budgetary impact of a potential ballot measure implementing a higher minimum wage mid-fiscal year will also be addressed during the budget preparation process.

STAFF RECOMMENDATION

None, this discussion is for information purposes only, and may help inform the upcoming budget process.

MOTION

None

ATTACHMENT

Senate Bill 1532

BPRD Potential Impacts of Increasing Oregon's Minimum Wage

78th OREGON LEGISLATIVE ASSEMBLY--2016 Regular Session

Enrolled Senate Bill 1532

Printed pursuant to Senate Interim Rule 213.28 by order of the President of the Senate in conformance with pre-session filing rules, indicating neither advocacy nor opposition on the part of the President (at the request of Senate Interim Committee on Workforce and General Government)

CHAPTER

AN ACT

Relating to minimum wage; creating new provisions; amending ORS 653.025; and declaring an emergency.

Be It Enacted by the People of the State of Oregon:

SECTION 1. ORS 653.025 is amended to read:

653.025. (1) Except as provided [by] **in subsections (2) and (3) of this section**, ORS 652.020 and the rules of the Commissioner of the Bureau of Labor and Industries issued under ORS 653.030 and 653.261, for each hour of work time that the employee is gainfully employed, no employer shall employ or agree to employ any employee at wages computed at a rate lower than:

[(a) For calendar year 1997, \$5.50.]

[(b) For calendar year 1998, \$6.00.]

[(c) For calendar years after December 31, 1998, and before January 1, 2003, \$6.50.]

[(d)] (a) For calendar year 2003, \$6.90.

[(e)] (b) [For calendar years after 2003] From January 1, 2004, to June 30, 2016, a rate adjusted for inflation as calculated by the commissioner.

(c) From July 1, 2016, to June 30, 2017, \$9.75.

(d) From July 1, 2017, to June 30, 2018, \$10.25.

(e) From July 1, 2018, to June 30, 2019, \$10.75.

(f) From July 1, 2019, to June 30, 2020, \$11.25.

(g) From July 1, 2020, to June 30, 2021, \$12.

(h) From July 1, 2021, to June 30, 2022, \$12.75.

(i) From July 1, 2022, to June 30, 2023, \$13.50.

(j) After June 30, 2023, beginning on July 1 of each year, a rate adjusted annually for inflation as described in subsection (5) of this section.

(2) If the employer is located within the urban growth boundary of a metropolitan service district organized under ORS chapter 268, except as provided by ORS 652.020 and the rules of the commissioner issued under ORS 653.030 and 653.261, for each hour of work time that the employee is gainfully employed, no employer shall employ or agree to employ any employee at wages computed at a rate lower than:

(a) From July 1, 2016, to June 30, 2017, \$9.75.

(b) From July 1, 2017, to June 30, 2018, \$11.25.

(c) From July 1, 2018, to June 30, 2019, \$12.

(d) From July 1, 2019, to June 30, 2020, \$12.50.

(e) From July 1, 2020, to June 30, 2021, \$13.25.

(f) From July 1, 2021, to June 30, 2022, \$14.

(g) From July 1, 2022, to June 30, 2023, \$14.75.

(h) After June 30, 2023, an employer described in this subsection shall pay an employee no less than \$1.25 per hour more than the minimum wage determined under subsection (1)(j) of this section.

(3) If the employer is located within a nonurban county as described in section 2 of this 2016 Act, except as provided by ORS 652.020 and the rules of the commissioner issued under ORS 653.030 and 653.261, for each hour of work time that the employee is gainfully employed, no employer shall employ or agree to employ any employee at wages computed at a rate lower than:

(a) From July 1, 2016, to June 30, 2017, \$9.50.

(b) From July 1, 2017, to June 30, 2018, \$10.

(c) From July 1, 2018, to June 30, 2019, \$10.50.

(d) From July 1, 2019, to June 30, 2020, \$11.

(e) From July 1, 2020, to June 30, 2021, \$11.50.

(f) From July 1, 2021, to June 30, 2022, \$12.

(g) From July 1, 2022, to June 30, 2023, \$12.50.

(h) After June 30, 2023, an employer described in this subsection shall pay an employee no less than \$1 per hour less than the minimum wage determined under subsection (1)(j) of this section.

(4) The commissioner shall adopt rules for determining an employer's location under subsection (2) of this section.

[(2)(a)] (5)(a) The Oregon minimum wage shall be adjusted [annually] for inflation[,] as provided in paragraph (b) of this subsection.

(b) No later than [September] **April** 30 of each year, beginning in [calendar year 2003] **2023**, the commissioner shall calculate an adjustment of the wage amount specified in subsection (1)(j) of this section based upon the increase, **if any**, [(if any)] from [August] **March** of the preceding year to [August] **March** of the year in which the calculation is made in the U.S. City Average Consumer Price Index for All Urban Consumers for All Items as prepared by the Bureau of Labor Statistics of the United States Department of Labor or its successor.

(c) The wage amount [established] **as adjusted** under this subsection shall[:]

[(A)] be rounded to the nearest five cents; and].

[(B)] (d) **The wage amount as adjusted under this subsection [become] becomes** effective as the new Oregon minimum wage **amount**, replacing the [dollar figure specified in subsection (1)] **minimum wage amount specified in subsection (1)(j)** of this section, on [January 1 of the following year] **July 1 of the year in which the calculation is made.**

SECTION 2. For purposes of ORS 653.025, "nonurban county" means any of the following counties:

(1) **Baker;**

(2) **Coos;**

(3) **Crook;**

(4) **Curry;**

(5) **Douglas;**

(6) **Gilliam;**

(7) **Grant;**

(8) **Harney;**

(9) **Jefferson;**

(10) **Klamath;**

(11) **Lake;**

(12) **Malheur;**

(13) **Morrow;**

- (14) Sherman;
- (15) Umatilla;
- (16) Union;
- (17) Wallowa; or
- (18) Wheeler.

SECTION 3. This 2016 Act being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this 2016 Act takes effect on its passage.

Passed by Senate February 11, 2016

.....
Lori L. Brocker, Secretary of Senate

.....
Peter Courtney, President of Senate

Passed by House February 18, 2016

.....
Tina Kotek, Speaker of House

Received by Governor:

.....M.,....., 2016

Approved:

.....M.,....., 2016

.....
Kate Brown, Governor

Filed in Office of Secretary of State:

.....M.,....., 2016

.....
Jeanne P. Atkins, Secretary of State



**Bend Park and Recreation District
Potential Impacts of Increasing Oregon's Minimum Wage
Provided as Information Only for Legislative Purposes**

Direct Cost Estimates

- An increase in the minimum wage to **\$13.25** per hour could result in costs of approximately **\$518,000**, including Other Payroll Expenses (OPE), for a full biennium. An increase to **\$15.00** per hour could result in costs of approximately **\$1,065,000** for a full biennium. For context, costs of \$1,065,000 represent approximately 5.2% of BPRD's 2014-16 biennium total budgeted wages and other payroll expenses.
- A change in the minimum wage to **\$13.25** per hour would currently affect **five** of eleven non-exempt classifications that include wages below that amount. A change in the minimum wage to **\$15.00** per hour would currently affect **six** of eleven non-exempt classifications. Examples of the types of positions affected by a change to \$13.25 per hour include:
 - Aides/trainees
 - Park maintenance workers
 - Custodians/lead custodians
 - Customer service specialists
 - Recreation program and facility staff
 - Lifeguards/swim instructors
 - Childcare attendants
 - Youth recreation leaders
 - Skate and ice hockey instructors
 - Concessionaires
 - Skate rink and locker room monitors
 - Outdoor recreation leaders
 - Basketball officials
 - Fitness instructors

Indirect Cost Estimates

- The direct cost estimates provided above assume that multiple classifications are merged into one, and that the pay plan itself is not adjusted. It also assumes that the only staff receiving wage increases is staff that currently has an hourly wage below each of the proposed minimum wages. This creates compression in BPRD's pay plans and multiple levels of staff responsibilities, duties and skills being paid the same. This could create inequity in BPRD's pay plan and have a negative effect on hiring and retention.

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**Bend Park and Recreation District
Potential Direct Costs of Increasing Oregon's Minimum Wage
Provided as Information Only for Legislative Purposes**

- The portion of increased wage and OPE costs related to customer service, recreation program and facility staff is estimated at \$490,000 for a full biennium, for an increase in the minimum wage to \$13.50 per hour, and at \$954,000 for a full biennium, for an increase in the minimum wage to \$15 per hour. The remainder of the increases will be paid for 100% with property tax revenues. A portion of the increased wage and OPE costs for customer service, recreation program and facility staff will need to be recovered through increases in user fees and charges.

BOARD AGENDA COMMUNICATION

AGENDA DATE:	March 1, 2016
SUBJECT:	PERS update and information sharing
STAFF RESOURCE:	Lindsey Lombard, Finance Director Don Horton, Executive Director
PREVIOUS BOARD ACTION:	None
ACTION PROPOSED:	None, for information purposes only.
STRATEGIC PLAN:	
Theme:	Financial Stewardship
Objective:	Maintain financial stability
Initiatives:	Provide responsible financial planning and management to support the district's existing and future levels of service.

BACKGROUND

The District participates in the Oregon Public Employees Retirement System (PERS) for its eligible employees, and it is our second most costly employee benefit after employee health insurance. The statewide PERS system has received a lot of attention from legislators and citizens concerned about the significant financial impact on state and local governments it currently has and is forecasted to have in the future.

Staff believes it would be valuable for the Board to have a broad understanding of how the PERS system is operated and funded, what some of the significant impacts have been on the funding of the system, and more specifically, how those impacts affect the District's budgets and operations.

BUDGETARY IMPACT

There will be no change in PERS rates for the upcoming Fiscal Year 2016-17 Proposed Budget; the next rate change will impact fiscal years 2017-18 and 2018-19. However, staff will be planning for the impacts of future year increases.

STAFF RECOMMENDATION

None, this discussion is for information purposes only, and may help inform the upcoming budget process.

MOTION

None

ATTACHMENT

None

BOARD AGENDA COMMUNICATION

AGENDA DATE:	March 1, 2016
SUBJECT:	City – District Intergovernmental Agreement (IGA) Park System Development Charges
STAFF RESOURCE:	Lindsey Lombard, Finance Director Don Horton, Executive Director
PREVIOUS BOARD ACTION:	Approved current IGA on August 20, 2013
ACTION PROPOSED:	None. Action will likely be requested at a future meeting.
STRATEGIC PLAN:	
Theme:	Financial Stewardship
Objective 3:	Invest in the Future
Initiative:	Maintain the District’s Systems Development Charge (SDC) Program in order to ensure adequate funding for future facility need requisite of population growth.

BACKGROUND

In 2013, the Board approved the current intergovernmental agreement (IGA) between the District and the City, which identifies each agency's responsibilities regarding the collection of the District’s park SDCs.

While the 2013 IGA is still valid, the District and the City now both desire to amend it to allow for a change in when the SDC fees are collected, specifically for multi-family housing. Staff wishes to discuss this with the Board on March 1, and then bring the amended IGA back at a future meeting for Board approval.

BUDGETARY IMPACT

There is anticipated to be a minimal budgetary impact related to collecting Park SDCs for multi-family housing at the time of Certificate of Occupancy (C of O), rather than at the time of permitting. City staff has calculated an average time of 270 days between permitting and C of O for multi-family housing projects. The change in the time of collection will reduce the interest income earned by the District over this average time period; although, this will be fairly minimal in the current interest rate environment.

STAFF RECOMMENDATION

None, this discussion is for information purposes only, and may inform the upcoming budget process.

MOTION

None.

ATTACHMENT

None.

BOARD AGENDA COMMUNICATION

AGENDA DATE:	March 1, 2016
SUBJECT:	Hillside and Rockridge Parks – Contract Amendment No.2 for Construction Drawings to complete master plans for both Rockridge and Hillside Parks
STAFF RESOURCE:	Jim Figurski, Landscape Architect Michelle Healy, Planning and Park Services Director
PREVIOUS BOARD ACTION:	June 3, 2014 Approved 2015-2019 Capital Improvement Plan February 17, 2015 Approved Award of Contract for Master Planning and Design October 6, 2015 Approved Contract Amendment No. 1 for Permitting and Construction Drawings (Phase I of each site only)
ACTION PROPOSED:	Approve Contract Amendment No. 2
STRATEGIC PLAN:	
Theme:	Community Connection
Objective:	Analyze and Adapt to Changing Community Need
Initiative:	Acquire land, and plan and develop trails, river access, parks, natural areas and recreation facilities to meet identified community demand and future need.

BACKGROUND

In December of 2014, the District advertised for consultants to provide planning, design and other services to master plan Hillside and Rockridge parks. The advertised Request for Qualifications (RFQ) required the creation of an overall master plan for each site and development of neighborhood park facilities at each location (a renovation in the case of Hillside Park). On February 17, 2015 the Board approved a contract with the consulting team led by Cameron McCarthy to complete the work.

Phase I of the work included the development of master plans for each park. The master plans include an assessment and analysis of the existing site opportunities and constraints, determination of program elements for future development, public outreach support, cost estimating, permit analysis, traffic analysis and survey work as needed. The master plan for Rockridge Park was approved by the Board on August 11, 2015. The Master Plan for Hillside Park was approved by the Board on October 06, 2015. Also approved on October 6, 2015 was an amendment to the original contract for additional work required by unforeseen permitting requirements and for construction documents for initial improvements identified in the master plan for each park site.

Since approval of the last contract amendment, the Board reviewed the proposed Capital Improvement Plan (CIP) for next fiscal year, which includes additional funding to complete construction of all the improvements at both parks. In anticipation of additional construction funding in the CIP next year, staff requested a proposal from Cameron McCarthy for the additional services necessary to complete the full design, construction documents and permitting for both parks.

BUDGETARY IMPACT

The fiscal-year 2015-2016 CIP allocates a total of \$1,310,460 for planning, design, permitting and construction of improvements for Rockridge Park and \$750,000 for Hillside Park. Both projects are being managed under one consultant contract; however, the costs for each project are tracked individually. The DRAFT fiscal-year 2016-2017 Capital Improvement Plan proposes to allocate an additional \$2,300,000 for Rockridge Park for a total allocation of \$3,610,460. The DRAFT fiscal-year 2016-2017 Capital Improvement Plan also proposes to allocate an additional \$950,000 for Hillside Park for a total allocation of \$1,700,000.

Approval of the contract amendment for construction documents necessary to complete the master plans for both Hillside and Rockridge Parks assumes that the BPRD Board of Directors is committed to provide funding for both projects in the FY2016-2017 CIP.

The current consultant contract for Master Planning and site investigations; land use and building permitting; and preparation of construction documents for initial improvements prioritized in the adopted master plans for both Hillside and Rockridge parks totals \$382,498.

At the request of the District the consultant has submitted an additional services request in the amount of \$217,569 to complete design, construction documents and permitting efforts necessary to complete all elements identified in the master plans for Rockridge and Hillside Parks. With this second amendment to the original contract, the contract will total \$600,067.

STAFF RECOMMENDATION

Staff recommends that the Board approve contract amendment No. 2 with Cameron McCarthy for the development of construction documents and permitting for Hillside and Rockridge parks.

MOTION

I move to authorize the Executive Director to negotiate and execute contract amendment No. 2 with Cameron McCarthy for the development of construction documents and permitting necessary to complete the master plans for Hillside and Rockridge parks in the amount of \$217,569 and to approve a total amendment not to exceed \$239,325.

ATTACHMENT

None

Community Relations Department Report

February 2016

Community Relations and Communications

- Budget review and end of year estimates.
- Planning for CR Manager retirement and department evolution/transition.
- Continued development of communications plan for Bend Whitewater Park
- Presentation to Board of Directors – overview and update on Bend Park & Recreation Foundation function and structure.
- Planning for events and outreach function and staff relocation to recreation department as part of District reorganization.
- Explored sponsorship program development and outline for staff support
- Continue to follow up on video of Hollinshead history
- Responded to public inquiries on a variety of topics
- Prepared press releases
- Staff participated in Administration Services workshop.
- Support to Playbook production.

Outreach/Events

- July 4th events planning and preparation including set up and implementation for online vendor registration, recruiting food providers and confirming sponsor relationships.
- Initial meeting with recreation department to plan July 4th event staffing.
- Organizing marketing, promotions and promotional items for summer events.
- Working with City of Bend as a partner/sponsor of the July 4th events; confirming traffic and trash management plans.

Targeted Campaigns/Promotions

- Recreation focus: Winter-Spring recreation registration, spring sports registration deadlines, spring break programs
- Bend Senior Center: indoor fitness and recreation opportunities; Age of Love movie showing
- Rental facility marketing: annual rental facility and wedding guides
- JSFC: free family night and weekend programs, indoor fitness/swimming
- Pavilion: open skate, family skate, skate lessons
- Bend Whitewater Park: under construction and re-opening
- General Recreation: winter outdoor recreation in parks, Winter-Spring recreation registration, spring break programs for youth
- District-wide branding and communications: tv/radio/print advertising focused on branding message.

Website/Social Media

- **Employee website**: e-newsletters sent every week. Open rate around 27.2%.
- **Updated website**: additional information to BWP pages, added Skate Instructors page
- **Website training**: on-going contributor training
- **Annual Analytics**: Produced and delivered annual website analytics reports for each dept.

**Park Services
February 2016**

Facilities/Construction

- Aspen Hall kitchen floor and ice machine replacement
- Skyline Restroom floor re-finish
- District Office gate stone installation

Construction

(See Planning and Design report)

Landscape

- Snow and ice removal throughout the district
- Working on Baseline irrigation controllers for the fields at Pine Nursery
- Trimming Arborvitaes that surround the softball field at Stover Park
- Layout and painting soccer fields for the upcoming season
- Prepping infield dirt surfaces for the upcoming season
- Ongoing installation of Weather-Matic irrigation controllers at Hixon, Aspen Hall, Sylvan and Hillside II parks
- Splitting two irrigation zones at Quail Park to boost pressure and efficiency
- Renovating all district park beaches for upcoming season
- Hazard tree work completed at Pioneer, Juniper and Hollinshead parks
- Completed cleaning up the native spaces at Juniper Park for more visibility

Natural Resources

- Crew is still working down below the rim rock at Riley Ranch Fire/Fuels reduction project
- Heart of Oregon (Contractor) implementing 34 acre Fire/Fuels reduction project at Rock Ridge Park. The treatment is brush and western juniper removal by both a tractor and by hand. Majority of the slash material will be taken off site. Some trees and wood chips are going to remain as part of the park development plan
- Cascade Brush Removal (Contractor) implementing a 37 acre Fire/Fuels reduction project at Shevlin Park. The work involves masticating brush
- Continuing geese hazing program
- Getting ready to monitor for spotted frogs in the wetland above Bend Whitewater Park
- Continuing trail work at Riley Ranch

Shop Staff

- Preparing new vehicles and trailer for service
- Performed monthly fire extinguisher inspection
- Park Services Safety Committee: working on reviewing and completing Job Hazard Analysis with approximately 4 JSAs being reviewed each month. Established a monthly safety topic that is presented at the Thursday morning all staff meeting. Reworked safety suggestion program.

Park Stewardship Program

- Staff are officially utilizing the new exclusion ticket book for enforcement
- Meeting with City of Bend preplanning for July 4th event
- Created 2016 Kiosk Outreach Calendar Target Parks: Bend Whitewater, Riverbend, Discovery, Shevlin and Pine Nursery
- Polar Plunge event at Riverbend
- Updated construction timeline map in collaboration with COB, BPRD and OMD as a tool for event planners
- 3 new events booked: Skate Board Race, Hamlet Play in the Park, Camp Tamarack Kids Fun Day



DEVELOPMENT PROJECT UPDATES February 2016

Bond-Funded Projects



Bend Whitewater Park: The major mechanical and structural work is complete and the contractor is now finishing up the punch list and demobilization. The Whitewater Park is expected to re-open to the public in March.



McKay Park: A notice to proceed will be issued to Empire Construction on February 25 to start construction on the park.



Riley Ranch Nature Reserve (RRNR): Work continues on preparing construction documents for phase one. Pending building permit approvals, park construction could be underway in late summer of 2016. Installation of boundary fencing is underway and will continue into March.



Deschutes River Trail (DRT):

Putnam to Riley Ranch Nature Reserve Bridge Segment – Staff is continuing to work with Brooks Resources on securing a license agreement for the trail alignment and a potential future trailhead parking area also on their property.

Kirkaldy Ct. to Putnam Rd. Segment – After meetings with adjacent property owners and the Awbrey Meadows HOA Board of Directors, the issue of BPRD acquiring a trail easement over the buried Tumalo Irrigation pipeline has not yet been resolved.

Pacific Park to Drake Park Segment – The trail alignment has been surveyed and conceptual drawings will be revised as needed. Any additional design work is on hold until the scope of work and timing for the Mirror Pond project is resolved.

Galveston to Miller’s Landing Park Segment – Staff has recommended “Option B – Shared Use Street” as the preferred alternative. Staff requested comments from all of the owners along Riverfront St. and no comments have been received to date. Staff submitted an application for an ODOT “Enhance” grant that was based on the Option B design and included the

undergrounding of utilities along Riverfront Street. The status of the grant application won't be known until the end of summer 2016.

South UGB Segment – Staff is waiting to hear about Oregon Parks and Recreation Department's recommendation on the District's request to amend the Oregon Administrative Rule to allow bike/pedestrian bridges along the Upper Deschutes River. The Oregon Parks and Recreation Commission is tentatively scheduled to meet in Portland on February 24 to decide the matter.

Non Bond-Funded Projects



Shevlin Park: Staff is currently working on implementing the recommendations from the updated management plan, including a comprehensive wayfinding and signage program. The District has selected a signage consultant team and the project kick-off is expected to occur in March.



Canal Row Neighborhood Park: Construction is underway with mass grading and excavation. Once the District receives all of the necessary permits, construction will start on the right-of-way work and shelter construction. The park is expected to open in late fall.



Skyline Park Accessibility Improvements: Grading has been completed for the upgraded trails. The contractor is waiting for the asphalt manufacturing plants to open for the season in order to finish paving the trails. Work continues on upgrades to the restrooms and access trails to the playground.



Hillside Park: The partitioning process (to create legal lots of record necessary for permits) and a Transportation System Plan amendment are in process. The consultant team has been asked to prepare a proposal to complete construction documents for the full master plan in anticipation of additional funding in the Capital Improvement Plan next year.



Rockridge Park: A Conditional Use Permit was approved by Deschutes County. Work has begun on construction documents for the first phase of work. The consultant team has been

asked to prepare a proposal to complete construction documents for the full master plan in anticipation of additional funding in the Capital Improvement Plan next year.



Stone Creek Neighborhood Park Property: Work on construction documents is now underway and land use permitting is complete. The developer plans to begin construction of the park this winter. Acquisition of the two small parcels on the west side of the park is complete, bringing the total park acreage to over 7 acres. These parcels primarily provide additional natural area within the park and minimal development is expected to occur on them.



Eagle Park: On January 6 staff presented a preferred master plan to the public and the Board approved that master plan on January 19. The District is now proceeding with additional design, permitting and preparation of construction documents. Construction is anticipated to begin in the summer or fall of 2016.



Farewell Bend Bridge: The Board approved the recommendation to replace the bridge and directed staff to proceed with the necessary design and permitting work. Work is proceeding with construction documents and permits. The project is expected to be out to bid by March. Construction is expected to begin in late spring.



Larkspur Center: Staff has prepared a Draft Request for Qualifications (RFQ) for the expansion of Larkspur Center. Staff is currently working with District management and staff to review the original master plan and develop a desired program for both facilities and programs. This work is anticipated to be complete by the end of February. At that time the scope of the RFQ will be further refined to reflect the desired program. It is expected the RFQ will be advertised in April of 2016 and a contract award for consultant services will be presented to the Board in June of 2016.

**Board Calendar
2015-2016**

**This working calendar of goals/projects is intended as a guide for the board and subject to change.*

March 15

Work Session

Needs Based Assistance - *Matt Mercer (30 min)*

Business Session

- ◆ Adopt Resolution - SDC Fee Schedule annual adjustment – *Lindsey Lombard*
- ◆ Approve FC Timbers Ground Lease Revision – *Matt Mercer (15 min)*
- ◆ City of Bend SDC Collections Agreement

April 5

Work Session

Economic Impact

Business Session

- ◆ Farewell Bend Bridge Contract Award

April 19

Work Session

- ◆ District-wide Website – *Colleen McNally and Josiah Dawley*

Business Session

April 20th - Budget Committee Tour

May 3

Work Session

- ◆ Water Conservation Planning – *Chelsea Schneider and Mike Duarte*

Business Session

May 16th & 18th BUDGET MEETINGS

May 17

Board Meeting Cancelled

May 19

Tentative Budget Meeting

June 7

Work Session

Business Session

- ◆ Adopt Resolution – Adopting Budget – *Lindsey Lombard*
- ◆ Adopt Resolution - Categorizing Taxes – *Lindsey Lombard*
- ◆ Adopt Resolution – Adopting the Capital Improvement Plan (CIP) – *Lindsey Lombard*

June 21

Work Session

- ◆ CIP – 4th Quarter Review

Business Session

TBD

Latino Outreach Program

Wildside

Approve DRT easements for Putnam to RRNR segment – *Steve Jorgensen (consent)*

Early lease extension request from Cascade School of Music – *Don Horton*

Performance measurements

Strategic Plan measurements

Strategy for assessing park maintenance shop/office needs

Economic impact study

DRT - Kirkaldy Ct. to Putnam Rd. easement

Naming Rights

Senior Center Expansion Business and Programming Plan

Senior Center (Larkspur) Contract

Culture

Scanlon & Lundgren fields renovation (Skyline Park) – *Park Services*

Athletic Field Report – Matt Mercer

Sponsorship Policy