



PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

Parks Replacement Bond Community Oversight Committee

MEETING #5: June 17, 2016

PURPOSE:

- To review the OC report sub-committee recommendations
- To monitor bond progress and identify any developing trends
- To refine the approach and roles for developing the first report to Council

AGENDA

8:30 AM	Welcome	Dion Jordan
8:32 AM	Welcome & introductory remarks	Mike Abbaté
8:35 AM	Status report on projects	Mary Anne Cassin
9:05 AM	Status report on public involvement	Maija Spencer
9:35 AM	Draft sub-committee recommendations	Zari Santner
9:55 AM	How does the committee move forward?	Dion / all
	- <i>Does the committee agree with main points?</i>	
	- <i>What suggestions does the committee have on research needed?</i>	
10:10 AM	Committee general questions	Committee
10:15 AM	Committee needs (how can PP&R assist)	Committee
10:20 AM	Meeting wrap-up & next steps	Dion / Mike / Mary Anne
10:30 AM	Adjourn	

IN ATTENDANCE

Oversight Committee (OC) Members

- Dion Jordan, Karen Loper Tracy, Jonath Colón, Don Grotting, Zari Santner

Parks & Recreation Staff

- Mike Abbaté, Mary Anne Cassin, Ryan Kinsella, Jeff Shaffer, Maija Spencer, Jack Kostylo

Other Attendees

- Megan George, PSU Public Administration Master's Program

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TIMEKEEPING

- The meeting began at 8:30am
- The meeting was adjourned at 10:30am

DISCUSSION

Welcome and introductory remarks

- Annual Report Presentation Details
 - o PP&R is going to council on July 28th at 2:00pm and the OC is welcome
 - o Don will be leaving the OC as he transitions to a new position in Beaverton
 - o Mary Anne is retiring on July 28th, and interviews are underway

Status report

- Projects
 - o Couch Park has been pushed back three months for additional public process
 - o Grant Pool has been delayed by a month and will be discussed later in the meeting
 - o Tabor Yard and Urban Forestry are slightly behind due to contract negotiations regarding project scope
 - o Pioneer Courthouse Square was behind and has adjusted back
 - o Many projects are ahead of schedule, some as much as 1-2 years
 - o Projects have been on budget with the exception of pools
 - The bidding climate has changed in response to a stronger economy resulting in fewer bids and generally higher estimates
 - o The preliminary report for Peninsula Pool has been completed
 - PP&R is in a position to renovate several facets of the pool for the second round of Bond projects or at a later time
- Staff
 - o Recruitments for the Bond Program Manager and Bond Construction Manager are underway
 - o There will be a brief, six-month period where an outside construction management contractor will join the Bond Team to take some of the workload
 - o Program tracking tools are being utilized effectively and provide an accurate picture of the Bond's current status
 - o Administrative costs are continuing to fall toward a projected 6% of all costs going forward
- Annual Report
 - o The annual report is on target with a short and long version being produced
- MWESB utilization
 - o The Bond Team is currently at 32% MWESB utilization for design contracts and 22% for construction contracts

- Bidding climate
 - o The construction market is very tight, and contracts throughout the City are coming in higher than before
 - o There have been eight project bids to date; most had two bidders or less
 - o The Bond is on budget, but significant project contingencies have been used
 - o This climate has required greater outreach efforts and adjusted strategies
 - The Bond is trying flexible construction scheduling wherein contractors are given an end date and can complete the work any time before that provided the Notice to Proceed has been issued
 - o Zari asked if the Team researched how and where estimates are coming in high
 - The project tracking tools have helped with this significantly
- Grant Pool
 - o A mid-July completion is expected, reopening two weeks ahead of schedule
- There are several upcoming construction projects in the next six months (see complete version of meeting notes for details)

Status report on public involvement

- Maija shared past and upcoming Open Houses and Public Meetings (see complete version of meeting notes for details)
- Couch Park
 - o Two elm trees, originally removed in the playground design, were tested
 - o Upon learning that cabling could improve their condition, the trees were kept
 - o The design was adjusted accordingly and brought back to the PAC
 - Some features had to be removed due to budget constrictions
 - Removal of elements was largely informed by public feedback
 - Discussions are still on-going and we are too far apart from consensus to begin design development yet
 - o Maija met with the NW District Association's planning committee
 - They were concerned about the removal of bricks in the square
 - Removal must happen to accommodate ADA concerns, budget, and long-term maintenance
 - This will be an ongoing conversation
 - o Mike would appreciate the OC's guidance with this project as there is a great deal of public involvement and critique
- Ventura will be receiving a Loo, playground, and public art

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- There will be open houses and outreach events held outdoors
- PlayWorld is donating equipment to the park
 - There will be a temporary installation at North Park Blocks in the fall
- Annual Report Distribution Plan
 - The Bond Team will use existing resources
 - Translation services have been provided
 - Reports will be distributed in English and Spanish
 - Additional outreach will occur at events that are held in Spanish
 - Karen asked if we would be driving folks to the website so they can see the report in other language
 - Emails will be sent out
 - There will be a slide for the Bond in the previews of Movies in the Park
- Project Questions
 - Zari asked if North Park Blocks will be expanded
 - The public was presented with two design options and strongly supported the expansion with an emphasis on more running space
 - The project can stay within budget by reducing the amount of play equipment – the public supports this trade-off
 - The expansion can be done without impacting the trees
 - Zari asked about the lead content in the drinking fountains at Multnomah Arts Center and if it was a Bond project
 - Mike shared that PP&R was collecting information to understand the scope and scale of the situation, and reports will be released soon
 - The first round of the Bond was not scoped for these issues
 - The second round has not yet been scoped
 - 91% of the tests showed safe level
 - Every fixture above-safe levels has been marked
 - The City views this as a citywide issue and is addressing it as such
 - It is too early to say what PP&R's response will be to this
 - Don feels the Bond Team should address these issues if it is a financially feasible option during a project
 - Mike agrees though, in many cases, data does not yet exist
 - Some issues may be fixed during the Bond projects
 - Multnomah Arts Center also has seismic and other safety concerns, and those are being addressed in the Bond

Draft sub-committee recommendations

- The OC sub-committee shared their proposed structure of the OC Report
 - It should clarify OC responsibilities and respond to the Bond Program
 - It should highlight program challenges, particularly those relating to bid climate, public processes, and their impact
 - It should address two main topics:

- Recommending that the second issuance of the Bond feature a program contingency to help solve several bid-climate budget concerns
 - Transparency, equity, and how they have or have not been incorporated
- Zari asked if the OC is in agreement with the subcommittee's direction
 - Dion and Don appreciate revisiting the OC's scope and focusing on transparency and equity as the OC does serve the people
- Megan shared the definitions she researched and generated
 - Transparency
 - *Definition:* Duty to act visibly, predictably and understandably to promote participation and accountability.
 - Dion and Zari feel the OC should stress that they are not operating on a hidden agenda and should be honest about what has and hasn't gone well
 - Dion feels that trust should be added as a topic for the report
 - "Does the Oversight Committee trust what Parks is doing? Is Parks committed to what the Bond has set out to achieve? Does the Oversight Committee trust that Parks is out to support the people and has their best interests and concerns at heart?"
 - Zari and Jonath feel it is important that we engender trust and make the information accessible
 - Karen feels the definition should be more aspirational and include these goals of engendering trust and transparency
 - Zari feels the public is very concerned about whether or not they have been heard. Recognizing budget constraints while being willing and eager to receive and seek out public opinion is very important.
 - Fiscal Accountability
 - *Definition:* Ensure integrity and accuracy of financial statements
 - The OC feels good about the definition
 - Adherence to the Language of the Bond
 - *Definition:* Base the deliverables on the promises contained in the language of the voters' pamphlet
 - This definition was taken directly from the Bond itself
 - The Oversight Committee approves

How does the committee move forward? Does the committee agree with main points? What suggestions does the committee have on research needed?

- Equity and transparency were discussed further



- Dion feels it is important to differentiate and understand what the Bond is doing to promote diversity vs. equity
 - Mary Anne feels the OC should consider not just what the MWESB numbers are but also if the Team's strategies are effective
 - Zari feels that diversity is fairly clear, but equity is harder to measure
 - Megan will be working with Jason Smith to establish metrics for equity and report back during the July sub-committee meeting
- Karen feels it is important that the OC talk about equity in the first list of Bond projects, not in the bureau
 - Do the playground replacements allow for safer play for more people?
 - Jonath feels we can show equitable distribution across the parks
- Karen would like the report to draw attention to the fact that the pools selected were all in Northeast and decide whether or not this is okay
 - Zari added that the selected pools are the oldest pools and were built back when those neighborhoods were more diverse
- Karen expressed concern over going beyond the OC's scope in their advocacy
 - Zari feels the OC can at least respond to what the bureau is doing
- Transparency was discussed further
 - Mary Anne asked about the metric for transparency
 - The OC and Megan will be discussing that further with Jason
 - Karen would like to know what the Bond Team is reporting on so the OC can respond with the lens of transparency.
 - Mike feels the OC should look at the Bond website and audit it for transparency
 - Mike would like public feedback on the site via online survey
 - Zari believes the question is whether or not the public feels that the City is obstructing their path to understanding what is going on and how their funds are being used
 - The Bond Team needs to be able to say that, under reasonable circumstances, people can easily and openly access Bond information
 - Karen pointed out that project managers tend to interface least with the public
 - The Bond Team must talk to the employees who work with the public
 - Dion asked about advertising at non-Bond-project sites
 - Maija has been working with employees at Matt Dishman on an FAQ that will be distributed to the staff and also posted online
 - Zari feels this should be a part of every project
 - Megan asked about the end result of effective transparency
 - Maija shared Parks' view of public involvement existing on a spectrum
 - For many of the Bond's maintenance projects, the public is only being notified of changes taking place
 - For playgrounds the public is notified and asked for feedback
- Dion asked how the OC sees themselves articulating the Bond Team's progress

- Zari feels that can be discussed after more work has been done on the report
 - Megan will have a draft available at the next meeting
- Megan feels it would be beneficial to discuss the report organization
 - Zari feels the OC's charge is to highlight the challenges the Bond Team faced and how these factors can and will impact project delays
 - Don feels the report should call to attention what efforts the Bureau is making to address some of these issues
- Karen asked the OC if they should each report back to the Commissioner that appointed them to check for concerns or requests
 - Zari feels this should be done a few weeks in advance of filing the report so they have a briefing of what to expect
- Jonath asked how MWESB participation percentages are being compared and framed
 - Mike believes that the Bond's MWESB participation should be compared to the City Standard as it is a clearly defined goal
 - Jonath asked about comparing these numbers to the previous bond
 - Mary Anne explained that these numbers are unavailable due, in part, to the last bond occurring 20 years ago

Committee general questions and needs

- Zari shared her recent experience with a contractor who had expressed some concerns including not being informed of upcoming Bond construction projects
 - Zari provided Mary Anne with the contractor's card so she can contact him

[follow-up: Mary Anne did contact this person, who explained that he is well informed and it was a misunderstanding – see attached email]

- Mary Anne shared her experience with one of the Bond Manager candidates who said the removal of insurance barriers for MWESB firms has been very helpful

Meeting wrap-up & next steps

- Karen asked when the OC could expect a more final draft of the Bond Team's report
 - Mary Anne will provide one in a couple of weeks
- The OC agreed to meet again on August 5th at 8:30am
 - Mike will speak with the mayor regarding Don leaving the OC
 - Don feels it is important to find a replacement in east Portland

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