



PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

Parks Replacement Bond Community Oversight Committee

MEETING #7: September 16, 2016

PURPOSE:

- To review the PP&R First Annual Report
- To review the Oversight Committee’s first draft response
- To refine the approach and roles for developing the first report to Council

AGENDA

8:30 AM	Welcome	Dion Jordan
8:32 AM	Sub-committee recommendations	Zari Santner /All
	<i>Are there any clarifications or questions?</i>	
	<i>Does the committee agree with main recommendations?</i>	
	<i>Are there any suggestions for changes?</i>	
	<i>Are there things that the committee would like to add to the report?</i>	
9:30 AM	Approach and roles for Council Presentation 11/2/2016	Dion / All
	<i>What is the Committee’s approach to the Council presentation?</i>	
	<i>What are the individual committee members’ roles?</i>	
10:00 AM	Replacement of Don Grotting	Lauren McGuire
10:00 AM	Status report on projects	Lauren McGuire
10:15 AM	Status report on public involvement	Maija Spencer
10:20 AM	Meeting wrap-up & next steps	Dion / Lauren
	<i>Council Presentation Practice Meeting?</i>	
	<i>Council PPT Assignment</i>	
10:30 AM	Adjourn	

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IN ATTENDANCE

Oversight Committee (OC) Members

- Dion Jordan, Karen Loper Tracy, Zari Santner

Parks & Recreation (PP&R) Staff

- Mike Abbaté, Pooja Bhatt, Lauren McGuire, Maija Spencer, Jack Kostylo

Other Attendees

- Megan George, PSU Public Administration Master's Program
- One member of the public

TIMEKEEPING

- The meeting began at 8:45am
- The meeting was adjourned at 10:00am

DISCUSSION

Sub-committee recommendations for the Annual Report

- The Oversight Committee (OC) would like the report draft pared down further
 - Zari and Karen will contact Don and Jonath for their opinion of the report
- It is important to Karen that the report is not duplicative while stressing:
 - How the Bond is going overall
 - If the Bond Team has been responsible and transparent
 - That construction has been complicated by the competitive bidding climate
 - That a program contingency should be created
 - Zari stressed that it is insurance which guarantees that the projects promised are completed
 - If there is money left, it can be reinvested into the projects
 - Lauren shared that contingencies were also placed in each project's budget to address unforeseen events and circumstances
 - Dion feels it is most important that the Bond delivers on its promises and does so transparently
- Mike is concerned that the report does not clearly explain whether or not the OC believes that the bureau is being fiscally accountable, transparent, and adhering to the Bond language
 - Lauren suggested having two boxes at the bottom of each section detailing first whether or not the bureau met the criteria and second what the OC's recommendation is, if any
- Dion is uncertain about how well the OC can speak to the bureau's transparency as it is primarily for the public to decide
 - The OC asked in previous meetings that the bureau develop a means of measuring transparency that can be reported upon

- The OC will be recommending that the bureau develop this means of measurement in the report
 - Zari believes this is an opportunity for the bureau to learn from the community
 - Maija feels that the development of the second list will be a good opportunity to ask the public for their feedback on the first list and whether or not they were heard
- Following the release of the final draft, the OC will call the commissioners who appointed them and ask if they have any questions or additional input
- The OC will figure out report logistics and let the bureau know if any additional assistance is needed
 - The bureau will need a final draft within the first few days of October for the November 2nd time-certain date.

Approach and roles for Council Presentation 11/2/2016

- The OC would like Council to have the four-page report handout and for that handout to be shown on screen for the public at the presentation
 - The presentation itself would be more of a conversation between Council and the OC
 - Karen would like it to be a sort of Q&A exchange
- Zari feels it is important that at least three members of the OC are present so council sees that their appointees are there
 - Zari feels that Jonath's attendance is especially important as he was present for the Bond Team's presentation
 - Ideally, all five members will be present at Council
- Pooja would like each of the OC to share which commissioner appointed them at the presentation

Replacement of Don Grotting on the Oversight Committee

- Ken Richardson's resume was briefly discussed
 - He replaced Don Grotting as the David Douglas School District Superintendent
 - Zari noted that while he might meet other qualifications, Ken does not have Bond experience
- Candidate suggestions and criteria were discussed
 - Pooja feels we should see which voices aren't being represented at the table

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- Zari suggested exploring options from the Centennial or Jade Districts
- The OC asked if the mayor had any recommendations
- Criteria for the mayor to select from may include:
 - An individual with Bond experience
 - An individual who could represent the East Portland community
 - An individual who could represent the Asian community
- The OC would like Lauren to present the mayor with the suggested criteria and Ken's resume, asking if the mayor had any recommendations

Status report on projects

- Delivery of projects
 - There are currently 26 active projects
 - Four more projects will be starting soon
 - Multnomah Arts Center Seismic and Cottage Studies
 - Kenton and Creston Park Playgrounds
 - All phase one projects will be underway following the start of Ed Benedict in April 2017
 - Four projects are moving faster than anticipated
 - Grant Pool
 - Matt Dishman Pool and Spa
 - Sellwood Roof
 - Colonel Summers Loo and Splash Pad
 - Glenwood Restroom has moved back slightly and will be completed with the Bloomington Restroom on one contract for efficiency
- Budget Overview
 - Pools are over budget largely due to the Grant Pool project
 - It came in roughly \$500,000 over
 - Additional information can be found in the Bond Annual Report and the "At a Glance" document
- Going Well
 - Staff continues to work well
 - Recruitment occurred for a construction management position and was unsuccessful
 - Mike shared that difficulties arose due to the heightened construction climate
 - An additional project manager has been hired to help with the Bond and other projects
 - Tracking tools are well utilized thanks in large part to Jodi Gollehon and Jack Kostylo's efforts

- Performance
 - Administrative costs are continuing to fall
 - The OC annual report is on track for the November 2nd, 10:15am presentation date
 - MWESB utilization is going well
 - Additional outreach efforts are being made for MWESB representation in construction
 - Mike and Lauren recently attended a NAMCO meeting in which over 100 contractors were present
 - Lauren shared all of PP&Rs upcoming and current projects
 - Mike shared that minority-owned businesses are also very busy and often lack the capacity to add more projects
 - Partnering MWESB firms with larger contractors has helped smaller firms gain experience and capacity
 - This is currently being done at Pioneer Courthouse Square
- Challenges
 - The bidding climate is very tight
 - All bids are coming in roughly up to 30% over their estimates
 - Rebidding has also occurred
 - Lauren has been working with Procurement to determine how to simplify the bidding process
 - A checklist will be created for the contracting community showing what steps need to be taken and how
 - Zari shared that the administrative burden of bidding and contracting is often too great for smaller firms to take on and asked if the bureau can help ease this
 - This is another matter that parks is addressing with the help of the Bond Team's procurement specialist, Jodi
- Project Construction
 - Grant Pool Renovation
 - The pool has reopened with final work occurring in the fall
 - Matt Dishman Pool & Spa
 - Construction is underway
 - Sellwood Pool House Roof

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- A pre-construction meeting occurred earlier this week
 - Wilkes Loo
 - Construction will begin soon
- Ventura Playground Renovation
 - Lauren shared the current concept design for Ventura Park playground
 - Pete Beeman is the RACC artist working on an interactive art installation
 - For details on the current concept design, please contact Gary Datka at Gary.Datka@portlandoregon.gov
- Upcoming Construction
 - Lents Park Playground – February 2017
 - North Park Blocks – April 2017
 - Parklane Loo – October 2016
 - St. Johns Roof – June 2017
 - WA Park Rose Garden – December 2016
 - Pioneer Courthouse Square – January 2016
 - The Square will not be closed during the holidays
 - Zari asked what the \$10M project budget will accomplish. The areas of work generally include:
 - Waterproofing for the building below the Square
 - Restroom renovations
 - This will be the first all-user, multi-occupant restroom in parks
 - \$150,000 in SDCs are partially contributing to this as capacity is being added
 - Stoa column chip repair in areas of waterproofing
 - HVAC upgrades
 - Zari asked what will happen to the bricks
 - Bricks along the upper portion of the Square (housing the building below) will be removed
 - New bricks, with newly inscribed names, will replace the old bricks
 - A map will be provided, showing where the bricks are located
- Looking Forward
 - A current analysis of the Bond Program status is underway to determine which types of projects are still required in order to satisfy the Bond language
 - This includes at least three more playgrounds
 - Chris Silkie is also performing site analyses for lead testing, playground infrastructure, and roof infrastructure

- Mike shared that the second Bond list had not anticipated lead concerns coming up
 - The list is currently in its early stages and will be informed by these concerns
- The phase one spend down target may not be met on time, but it will be close
 - This should not adversely affect the program
- Zari asked how maintenance staff is feeling about these projects rolling out
 - Lauren shared that staff has been working hard to standardize the review process and comment logs so everyone reviewing plans from the field knows what to expect
 - Review time is typically on a tight timeline, and standardization has helped considerably
 - Mike shared that standardized material specifications and details are also underway and have helped staff maintain the parks more efficiently
 - This includes consistent paint colors, light fixtures, and otherwise
 - Zari shared that during the previous Bond, monies had to be allocated for staffing so that there was time for review
 - These monies were specifically used to free up existing staff of some of their responsibilities so that they have sufficient time for review
 - This also showed that the Bond was willing to invest in the staff's time
 - Mike and Lauren support this idea and may investigate it further
- SDC Expenditures
 - In developing the phase 1 list, the majority of identified maintenance concerns were not in East Portland
 - SDC-related projects were included at Wilkes, Parklane, Ventura, and Lynchview to support equity in the Bond program
 - Lauren shared which projects were receiving SDC funds at this time
 - Wilkes Park Loo - \$300,000
 - Parklane Loo - \$500,000
 - Ventura Park Loo - \$400,000
 - Lynchview Park - \$1,800,000
 - Peninsula Pool - \$500,000
 - Colonel Summers Pavilion Gates - \$293,767
 - Pioneer Courthouse Square Restroom - \$150,000



Status report on public involvement

- Maija shared upcoming public involvement events
 - PlayForm 7, a donated piece of play equipment, will be temporarily installed by North Park Blocks and permanently installed later at Ventura Park
 - Ribbon cutting will occur on September 26th
 - Matt Dishman Pool reopening celebration will occur on October 21st
 - Pioneer Courthouse Square's Open House will occur on September 26th
 - This will occur during the farmers' market
 - Mt. Tabor Yard's Open House will occur on October 8th
 - The community will be invited to visit the Yard as well as the summit restroom area

Meeting wrap-up & next steps

- The OC would like to meet before the presentation
 - PP&R staff does not need to attend
 - The OC proposed October 28th. The 14th and 21st may be suggested as alternates
 - Jack will reach out to each OC member to confirm
 - The meeting will be held again at the Matt Dishman Community Center craft room
 - This will be a work meeting rather than a formal meeting
- The next formal meeting will occur in early January
 - January 6th was suggested with the 20th as an alternate