



PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

Parks Replacement Bond Community Oversight Committee

MEETING #10: June 15, 2017: 12:00 pm – 2:00 pm Matt Dishman Community Center

PURPOSE:

- To review the Bond Phase 1 progress
- To review and discuss the Bond Phase 2 Project List
- To review and discuss draft Annual Report 2
- To review and discuss Oversight Committee Report 2 process
- To discuss Transparency Survey update

AGENDA

12:00 PM	Welcome	Dion Jordan
12:05 PM	Report on the Bond Phase I Progress <i>Challenges to date</i> <i>Are there any clarifications or questions?</i> <i>Does the committee have any concerns with the progress of Bond Phase I?</i>	Lauren McGuire
12:30 PM	Bond Phase II (2) Project List	Lauren
1:00 PM	Draft Annual Report 2 Short Form <i>Is the Committee in support of the general graphics and content for the report?</i> <i>Are there any clarifications or questions?</i>	Lauren/Maija Spencer/Josie/All
1:30 PM	Oversight Committee Report 2 Resources <i>What resources is the Committee in need of this year?</i>	Josie
1:50 PM	Transparency Survey Update	Maija
1:55 PM	Meeting wrap-up & next steps <i>June 21, 2017 Council Agenda Item and other Bond needs</i>	Dion / Lauren
2:00 PM	Adjourn	

ATTACHMENTS

- May Project At-A-Glance and Schedule
- Phase 2 Proposed Project List
- Annual Report Short Version
- Oversight Committee Report 1

1120 SW 5th Ave., Suite 1302
Portland, OR 97204
Tel: (503) 823-7529 Fax: (503) 823-6007

PortlandParks.org
Commissioner Amanda Fritz
Director Mike Abbate

PARKS REPLACEMENT BOND

ParksReplacementBond.org



IN ATTENDANCE

Oversight Committee (OC) Members

- Dion Jordan, Zari Santner, Karen Loper

Parks & Recreation (PP&R) Staff

- Lauren McGuire, Maija Spencer, Josie Kostylo, Evan Callahan

City Budget Office (CBO) Staff

- Ryan Kinsella

DISCUSSION

Report on the Bond Phase I Progress

- Performance
 - All 34 active projects in Bond Phase 1 are underway.
 - 10 projects are ahead of schedule.
 - 7 projects are behind schedule.
 - This is primarily due to permitting, the bidding climate, and weather.
 - Lauren asked the OC how, in their experience, they determined if a project was ahead, behind, or on schedule for reporting purposes. The Bond Team currently states that a project is behind schedule when the completion date told to the public is pushed.
 - Karen supports measuring a project's timeliness by what the public was told.
 - Zari agrees with Karen and feels that staff capacity and impacts to the Bond on a larger scale should be considered during schedule adjustments.
 - Regardless of which reporting metric is used, it is important that the narrative be consistent for auditing purposes.
 - Dion feels it is most important that we explain any changes to the public.
- Budget Overview
 - The Pools theme continues to be the only one over budget.
 - The Bond Program is on budget.
- Going Well
 - Evan Callahan has joined the Bond Team and will replace Connie Johnson.

- Project and Program Updates
 - Budget, program, and other tracking tools continue to be implemented.
 - Administrative costs continue to fall and, since April 2016, have stayed below 10% of total Bond spending.
- Karen asked if PP&R feels confident about the adoption of the Phase 2 Project List.
 - Maija shared that significant public outreach has occurred, and meetings with the Commissioner and Mayor have been positive.
- Challenges
 - The construction market continues to be very tight.
 - 10 projects have been bid.
 - Four projects have upcoming bids:
 - [See the complete meeting notes for details.]
 - Procurement and Permitting
 - Approval timeframes are still long and have been compounded by limited staff availability.
 - Pioneer Courthouse Square
 - Waterproofing around the Starbucks storefront has been challenging, and SRG, the architectural firm, is looking at longer-term solutions.
- Project Construction [See the complete meeting notes for details]
 - Five projects have completed construction.
 - Six projects are under construction.
 - Six projects will begin construction in the next year.
- Project Highlights
 - Lauren shared the current concept design for the North Park Blocks Playground project set to be complete in Fall 2017.
 - Project information can be found [here](#).
- Project Overviews
 - Lauren reviewed the current status of each project with the OC. For project questions, please contact Josie Kostylo at Josie.Kostylo@portlandoregon.gov or 503-823-5599.



Bond Phase II (2) Project List

- Phase 2 process and project ranking strategies were briefly reviewed and were discussed at length in the January meeting.
 - A link to the January meeting notes can be found [here](#) with specific discussion on Phase 2 development beginning on page 4.
 - The Bond Phase 2 Project List was shared and can be found [here](#) on the PP&R Bond Website.
 - Once the Bond Phase 2 project list is approved by City Council, Maija will release the list of public comments received during the outreach process and our responses to them online.

Draft Annual Report 2 Short Form

- The OC likes and supports the design of the Bond Team's Year 2 report.

Oversight Committee Report 2 Resources

- In their Year 2 Report, the OC will recommend criteria for spending Bond contingency and present it to their appointing Commissioners for consideration. PP&R will then formally present it to Council.
 - [See the complete meeting notes for details.]
- The OC will generate the report's content, however, basic graphic support from PP&R would be helpful.

Transparency Survey Update

- The Goal
 - Maija reiterated the OC's recommendation to demonstrate transparency in the Bond program. Details on this recommendation can be found in the OC's Year 1 report, available [here](#).
 - Dion would like the members of the public to feel empowered, particularly those who traditionally accept changes in their community without providing input.
 - Karen feels that empowering the public is a related but separate matter than ensuring transparency.
 - Karen asked about the types of input PP&R asks of the public.
 - Maija shared the different scales of project public involvement.
 - [See the complete meeting notes for details.]
 - Lauren shared the Bond Phase 2 outreach efforts.
 - [See the complete meeting notes for details.]
 - Karen feels that the matter of transparency should be discussed further.

- The Questions
 - Maija shared her draft of survey questions to determine Bond transparency.
 - The OC feels that the survey should begin by asking the public if they know what the Bond is.
 - The next question should ask how they learned about it.
 - The survey should also determine how the public would prefer to be engaged and notified.

- The Medium
 - Karen feels that the annual audit performed by the Auditor’s Office would be a good medium for gaining objective public input.
 - Ryan shared that the audit will no longer occur through the Auditor’s Office. It may be adopted in the future by the CBO.
 - Karen feels that last year’s audit results should be considered. Specifically, does PP&R have a favorable rating in the city?
 - The 2016 audit can be found [here](#).
 - PP&R’s rating, as a bureau, can be found on page 37.

- The Method
 - Zari feels that surveying should begin in communities where projects have already occurred. These communities should know about the Bond, and their input could provide insight into how they prefer to be engaged.
 - Additional surveying should follow in places with fewer or no Bond projects have occurred as well.
 - Dion suggested having the survey be a part of PP&R’s summer events, such as free swim days. This would provide meaningful insight from frequent park users.
 - Evan suggested including signs at Bond-project parks well in advance of construction to improve community awareness of the Bond.
 - Zari noted that significant funds will likely be required to perform an inclusive, thorough survey that captures the input of multiple communities.

Meeting wrap-up & next steps

- Josie will email the OC to determine the date and time of the next meeting.

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