

BLUE RIVER PARK & RECREATION DISTRICT

REGULAR BOARD MEETING AGENDA

Date/Time: October 14, 2026, 6:00 PM – 7:00 PM

Location: O'Brien Memorial Library Conference Room and via Call-in

For electronic access links or telephone dial-in instructions, please check the District website or contact Shanon Goodpasture-Lehr.

I. CALL TO ORDER & ROLL CALL

A. Call to Order

B. Roll Call of Board Members

- Sarah Hunter
- Melanie Stanley
- Kristin Gustafson
- Shanon Goodpasture-Lehr

C. Establishment of Quorum

II. APPROVAL OF MINUTES

A. Review and Motion to Approve Minutes from the Previous Board Meeting

III. MODIFICATIONS & APPROVAL OF AGENDA

A. Review and Vote to Accept the Meeting Agenda

IV. PUBLIC COMMENT

Limited to 3 minutes per speaker on items not otherwise on the agenda.

V. ADMINISTRATIVE & GOVERNANCE BUSINESS

A. Resignation

Formal acceptance of James Parks' resignation from the Board Chair position.

B. Board Election

Election of a new Board Chair.

C. Vacancy Recruitment

Discussion and authorization to advertise the open Board position.

D. Insurance Renewal

Review and action on annual District insurance policy renewal.

E. Administrative Tasks and Authority Between Board Meetings

Discussion regarding routine administrative tasks that may be handled without prior Board approval, including website updates, communications, scheduling, records, meeting notices, and other routine administrative matters.

Discussion of:

- Which routine administrative duties may be handled between Board meetings;
 - Which matters require prior Board authorization;
 - How actions taken between meetings should be documented and reported to the Board; and
 - How to ensure that administrative work does not inadvertently constitute Board action outside a properly noticed meeting.
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VI. FINANCIAL & FUNDRAISING UPDATES

A. Financial Review

Review of general accounts payable and current budget standing.

B. "Locals Helping Locals" (LHL)

Review of donation results, community outreach efforts, and event feedback.

C. Survey Results & Marketing Collateral

1. Review of kids' ranked-choice voting survey results regarding preferred playground equipment.
 2. Consideration of authorization to spend approximately \$200 for professional printing of approximately 100 copies of the status report brochure for distribution at community locations and events.
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VII. PARTNER & INTERGOVERNMENTAL UPDATES

A. Lane County Presentation & Coordination

30-minute discussion with Matt McRae, Disaster Recovery Manager, Lane County Administration.

- Review and discussion of the Lane County / BRPD agreement.
- General Q&A and additional intergovernmental updates.

B. OPRD / BRPD Agreement

Review and discussion of the OPRD / BRPD agreement.

C. Design Firm Contract

Discussion regarding the contract with the selected design firm.

VIII. NEW BUSINESS & COMMUNITY PROJECTS

A. High School Digital Arts Class Project Collaboration

Discussion regarding partnering with Josh Josey's high school digital arts class at no cost to create a community distribution video regarding:

- Current park plans and project status;
- Volunteer opportunities; and
- Community information and outreach.

B. Script and Project Direction

Review of proposed script and project direction requirements.

C. Field Maintenance & October 9 Evening Event / Star Party

Report and discussion regarding field mowing and maintenance associated with the October 9 Evening Event / Star Party.

Discussion to include:

- Who contacted Colton Morris regarding the proposed volunteer mowing;
- How the request or offer was communicated to the District;
- Whether any District representative authorized or arranged the work;
- Who has historically handled mowing and field maintenance for the District;
- Whether volunteer mowing or similar field-maintenance arrangements require Board approval;
- Whether a procedure should be established for future volunteer maintenance work; and
- Any related safety, liability, insurance, or equipment considerations.

Note: Because the October 9 event occurs before the October 14 Board meeting, this item is presented as a report and discussion item rather than as advance authorization for work associated with the October 9 event.

IX. UPCOMING MEETING SCHEDULE & ANNOUNCEMENTS

A. Next Meeting

Set the date and time for the next regular or special Board meeting.

B. Announcements

Additional announcements from Board members or District representatives, as appropriate.

X. ADJOURNMENT

Accessibility / Communication Notice

The O'Brien Memorial Library conference room is accessible. If you require communication aids or have questions regarding call-in access, please contact:

Shanon Goodpasture-Lehr
Secretary, Blue River Park & Recreation District
Email: secretary.brpd@gmail.com

Please provide requests for communication accommodations or assistance with call-in access at least 48 hours prior to the meeting when possible.

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