

**Bend Metro Park & Recreation District
Board of Directors
Work Session & Regular Meeting
June 3, 2008**

BOARD PRESENT: Ruth Williamson, Bob Woodward, George Thayer and Ted Schoenborn.

STAFF PRESENT: Don Horton, Bruce Ronning, Ed Moore, Lindsey Lombard, Jan Taylor, Steve Jorgensen and Paula Lowery.

LEGAL COUNSEL: Neil Bryant.

MEDIA: KOHD TV.

VISITORS: See attached list.

WORK SESSION

Chair Ruth Williamson convened the work session at 5:30 pm.

Trails Master Plan

Bruce Ronning reviewed previous presentations to the board regarding the Trails Master Plan, and explained the final draft is being prepared for a public hearing proposed for July 1. Steve Jorgensen reviewed changes to the plan per board direction. He noted the 2008 survey results are not included at this time that will help staff gauge what types of surfaces the community wants. Steve stated he met with Central Oregon Coalition for Access (COCA) regarding access to trails and surfacing. He stated he will have a subsequent meeting with members of the group to discuss accommodating wheelchair users. He stated he is still waiting for some additional comment from experts in the community and anticipates the public process will be completed following the public hearing. Steve stated the maps have been updated to identify access-way streets identified in the city's plan. He noted that in some circumstances there are trail segments that are missing and local streets can be used to get around those gaps in the trail system. Ted Schoenborn asked about the total miles of trail and whether the increase is due to more accurate measuring. Steve explained the count is affected by continual refinement and removing some interim trail. He cited proposed trails crossing the Miller/Day property and others such as Juniper Ridge, Riley Ranch (formerly known as Gopher Gulch) that are now shown to be subject to master planning that is underway. He stated the district has had good relationships working with those property owners to ensure we get connections and they have indicated they want to have those connections. Ted thanked Steve for re-emphasizing the access component of the trails system. Steve explained that as a follow up to the adoption of the master plan each trail will be examined to determine where it makes sense to have accessible sections of trail, and those trails will be identified on the urban trails map. Bruce noted that the identification of trail heads and way finding markers, etc. will be a part of the district's ADA program. Steve stated the trails are a component of the current SDC analysis and through that work he has attempted to determine what percentage of the trails are paved, aggregate and natural, and the results of that analysis indicates that 46% of the system is currently paved. He added he is hopeful more accessibility will be accomplished. Ruth Williamson asked how staff envisions use of easements on piped canals. She shared her concern for adjacent property owners and private property issues. Steve stated a complete review of the inventory and property ownership needs to be done along with updating individual intergovernmental agreements with each of the irrigation districts. Bruce stated there are some policy statements regarding private property in the plan which is generally a strategic document. He stated it needs to be determined what set of strategies apply to what section of trail. Ruth stated she does not want the public to view the master plan as an aggressive effort on the part of the district to force the issue. Bruce stated the annual budget and CIP discussions will get the district closer to particular elements of the trail plan or any other current district planning documents. Don Horton stated the master plan identifies the intent of the district to build trails and the district will be approaching property owners at some point in the future, however, those strategies are not yet identified. He cited the development of Larkspur Trail and previously used strategies of the district and city. Ruth stated the results of the recent survey clearly identify trails as a priority of the community and is something that should be supported. George Thayer observed the easiest way to ensure trail access is to work with developers. Bruce agreed and stated the district also needs developed strategies as the opportunities for building trails in conjunction with new developments are becoming fewer. Don asked if the board is

comfortable with the proposed plan that indicates the district's future intent to build trails in those locations identified on the plan. Ted stated the trail system needs to be a web that connects to make it easy to commute. He stated we need to keep the easiest to acquire first as a goal. He stated it is clear we don't have the money available nor is it appropriate to engage in a giant campaign to buy everything possible. He stated a web of trails is one of the things that most characterizes the services we provide for the community. Steve stated the survey identifies the desire for connectivity of parks and neighborhoods. Ruth noted that trails are also identified in the Vision 2030 plan. Steve stated that while the plan is a planning document, it does not prioritize trails, rather it identifies them. He stated the board will determine the priorities based on the CIP process. The board agreed to send the plan forward for public hearing on July 1.

STAFF INTRODUCTIONS

Jan Taylor introduced summer interns for the Therapeutic Recreation Program.

Erica Anderson addressed the board. She stated she is from Santa Cruz, California. She stated she has visited family frequently in Bend. She stated she is looking forward to working with the members of the community with disabilities.

Brooke Gregory addressed the board. She stated she is from Michigan and she came here on the recommendation of two fellow students who served as interns for the district two years ago. She stated she is very outdoorsy and has always wanted to travel out west. She stated she is very excited to be a part of the program and is looking forward to getting started. She identified some of the programs that will be offered including Get Fit, a fitness program, whitewater rafting, campouts, a river trip on the Deschutes, and outings to Munch'n Music.

Kelly Jones addressed the board. She stated she is from New Hampshire and has always wanted to come out west and she thought Bend had a really great program. She stated she loves the outdoors and feels pulled toward helping people with disabilities and she wants to be an advocate for them for the rest of her life.

Green Print – 2030 Action Plan

Kristen Kovalek, representing Trust for Public Lands (TPL), addressed the board regarding the Green Print Project that has been proposed for Deschutes County. She conducted a PowerPoint presentation highlighting the conservation services provided by TPL. She stated that TPL will be able to assist the district to accomplish action items of Vision 2030 identified as developing a Green Print Plan, creating a top 10 priority list for conservation acquisition and creating a collaborative open space vision. She explained the process will help identify priority natural areas and opportunities for new parks and trail connectivity. She added the Green Print Project will help develop a framework for where it should grow and which land should be acquired to deal with growth pressures and recreation needs. She also shared information regarding conservation visioning and green printing. Don Horton explained the district has an interest in the immediate Bend area, primarily what the district is responsible for with the expansion of the UGB and eventually the designation of the UAR; we will need to have an idea of where the priority lands are with an eye toward acquisition either by the district or another agency. He explained the vision has grown to a county-wide plan which brought TPL in to meet with other agencies within the county to create a plan to meet all of our planning needs and desires in terms of preservation of open space and natural areas. He stated funding for the plan is approximately \$110,000, \$90,000 of which has been secured, with \$30,000 included in the district's 2008-09 budget. He stated Deschutes Basin Land Trust has come on board and they are providing \$30,000 toward the effort.

Adjustments to Approved Budget

Lindsey Lombard reviewed proposed changes to the approved 2008-09 budget. She identified \$60,000 has been added to the Administration and Finance Department for anticipated inflationary adjustments for fuel costs, Riverbend maintenance costs, and the city's water and impervious surface fees. She stated \$15,700 has been moved from Planning and Development current year estimates in contract services to next year's budget due to a change in timing of expenditures for the paddle trail project. Lindsey explained a reduced transfer-out of \$60,000 to the Facility Reserve Fund, due to these additional costs, and an increase in the Debt Proceeds in the Facility Reserve Fund of the same amount is necessary to keep appropriations the same. Lindsey stated the Scholarship Fund was abolished by transferring out the ending fund balance to the Recreation Services Fund as that is the fund where programs are provided. She stated that going forward scholarships will be accounted for in each division of the Recreation Fund which allows for more detailed tracking of where

those monies are being spent. Don noted that staff will be bringing some changes to the scholarship program to the board for their consideration.

The work session was concluded at 6:58 pm.

Bob Woodward left following the work session.

REGULAR MEETING

VISITORS

Pamela Brody-Heine, 1374 NW Fort Clatsop, Bend, Oregon, addressed the board. She stated she represents residents who live around Compass Park. She shared concerns regarding the nighttime issues arising from the playground equipment and suggested that the board consider relocating the spinning toys. She stated those activities are effecting the livability of those who live around the park. She thanked the district for its support of the residents of the neighborhood and to address the problems at the park. She stated they recognize that significant resources have been spent trying to manage the situation. She added they feel it is time to start looking at a remedy of replacing or relocating the toys and not continue to manage a situation that has become untenable in a quiet residential neighborhood. She stated they love living by the park and understand that the park is public, and open to all, but the toys create a situation that is not respectful of the residential neighborhood. She thanked the board for allowing her to share the residents' concerns and urged them to consider relocating the equipment and replacing it with more traditional equipment that will not impact the quality of life in the neighborhood.

Don Horton stated he met with Ed Moore and Erin Bennett to develop a solution to the problems expressed by Ms. Brody-Heine. He added a meeting has been scheduled with representatives of the homeowners association, the police department and the NorthWest Crossing developer. He stated some of the spin toys are going to be removed and it is hoped to replace them with age appropriate play equipment. He also thanked the residents for their patience with the district and police department with the efforts to remedy the issues that have occurred at the park.

CONSENT AGENDA

Minutes – May 20, 2008 work session and regular meeting

Ted Schoenborn moved to approve the consent agenda. George Thayer seconded the motion. Ted Schoenborn, George Thayer and Ruth Williamson all voted aye. Motion passed.

BUSINESS SESSION

2008-09 Budget

Lindsey Lombard briefly reviewed the budget process and changes identified in the work session including an increase of .1% in the general fund in the amount of \$15,700, and a decrease of 65% in the Scholarship Fund in the amount of \$95,500. She recommended the board conduct the public hearing on the budget and that the budget be adopted including the changes.

Conduct Public Hearing and Consider Approval FY 2008-09 Budget

Chair Ruth Williamson convened a public hearing regarding the 2008-09 FY Budget for the Bend Metro Park & Recreation District. As there was no comment the public hearing was closed. George Thayer moved to adopt Resolution No. 302, adopting the budget and making appropriations for fiscal year 2008-09. Ted Schoenborn seconded the motion. George Thayer, Ted Schoenborn and Ruth Williamson all voted aye. Motion passed. Ted Schoenborn moved to adopt Resolution No. 303, imposing and categorizing taxes for fiscal year 2008-09. George Thayer seconded the motion. Ted Schoenborn, George Thayer and Ruth Williamson all voted aye. Motion passed.

Consider Adoption No. 304 – 2008-09 Capital Improvement Plan (CIP)

George Thayer moved to adopt Resolution No. 304 adopting the BMPRD 2008-09 Five-Year Capital Improvement Plan. Ted Schoenborn seconded the motion. Don Horton noted there has not been a lot of change in the CIP as the CIP/SDC Advisory Committee is currently meeting to consider the existing program. He stated a new plan could be developed as a result of the review and it may be brought to the board in January 2009. Bruce Ronning explained the plan has been constructed to include 2008-09 projects and some carryover projects such as the Pine Nursery and potential developer agreements that will extend beyond one year. George Thayer, Ted Schoenborn and Ruth Williamson all voted aye. Motion passed.

Adopt and Amend Personnel Policies

Theresa Albert reviewed new and amended policies included in the board report (identified as Exhibit A & B) and presented for board consideration of adoption. She identified the new policies as the Domestic Violence Leave Policy, Employee Manual Policy and Overpayment to Employees Policy. Theresa also reviewed amendments to the Family Medical Leave Act Policy, the Holiday Policy, Overtime Policy and Recreation Benefits Policy. George Thayer moved to approve the new policies as presented in Exhibit A and amended policies as presented in Exhibit B. Ted Schoenborn seconded the motion. George Thayer, Ted Schoenborn and Ruth Williamson all voted aye. Motion passed.

EXECUTIVE DIRECTOR'S REPORT

Awards

Don Horton announced that the district has been awarded two honors including a National Communications Award for the district's Recreation Connection program and the NRPA Kudos and Communications award. He stated Andie Lindgren will receive the award from NRPA at the annual congress in Baltimore. He complimented Andie's work in the promotion of the district's programs and stated he is proud the district has received these awards.

Ride the River Program

Don Horton reported the district will be participating in sponsorship of the Ride the River Program in the amount of \$1,000. He explained the program was at risk of being discontinued due to shortfalls in the city's budget, but enough sponsors have been secured to ensure the service will be offered this summer. The board agreed to the district's participation in the program.

As there was no further business the meeting was adjourned at 7:40 pm.

Prepared by,

Paula Lowery
Executive Assistant

Ruth Williamson, Chair

Bob Woodward, Vice-Chair

Ted Schoenborn

George Thayer

Scott Wallace