

**Bend Metro Park & Recreation District  
Board of Directors  
Work Session, Executive Session & Regular Meeting  
November 6, 2007**

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

STAFF PRESENT: Don Horton, Wayne Smith, Bruce Ronning, Ed Moore, Lindsey Lombard, Theresa Albert, Matt Mercer, Pat Erwert, Andie Lindgren, Jason Powell and Paula Lowery.

LEGAL COUNSEL: Paul Taylor.

MEDIA: Yoko Minoura, The Bulletin.

VISITORS: See attached list.

## **WORK SESSION**

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

### **Tobacco free parks recommendation**

Representatives of the Tobacco Free Alliance and Deschutes County Health Department addressed the board regarding adopting a tobacco free policy for district parks and facilities. They cited health issues, fire danger, litter, and modeling for youth as reasons for considering the policy. It was noted that the Deschutes County Fairgrounds and all school grounds are tobacco free. The board discussed how a tobacco free policy could be implemented either through a resolution or an ordinance and how an ordinance might be enforced. Following discussion the board determined that a resolution should be drafted for their consideration.

### **Community Awareness Survey**

Jan Taylor introduced Melissa Hochschild, Bend Focus, who presented the findings of a survey conducted to study the perceptions of the community toward the district. Jan explained the objectives of the survey included exploring differences between users and aware non-users in regard to perceptions, attitudes and demographics, and to establish a baseline for tracking changes and provide direction to shape communication strategies. Ms. Hochschild reviewed the results of the survey revealing the district had received a 98% satisfaction rating. She explained the methodology used for the telephone survey of 600 city residents and district customers. She stated there is widespread familiarity with the district as 85% of the respondents are very or somewhat familiar with the district which is most known for its program offerings and for maintaining parks. She also noted that 93% of those surveyed believe the district contributes to their family's quality of life and 87% feel parks and trails are critical to Bend's economic vitality.

The work session was recessed at 6:30 pm to allow the board to meet in executive session.

## **EXECUTIVE SESSION**

Chair Ruth Williamson convened an executive session at 6:32 pm pursuant to ORS 192.660 (2) (e) for the purpose of discussing real property transactions.

The work session was reconvened at 6:45 pm.

### **Corporate Wellness Program**

Matt Mercer presented a proposal for the implementation of a JSFC corporate wellness program. He explained that the center regularly receives requests from area businesses regarding a corporate discount program which JSFC currently does not offer. Matt stated that in response to these requests staff has developed a program that would be available to all local businesses who meet the minimum level of employee participation (six employees) a monthly fee equivalent to 1/12 of the amount of a current annual pass would be charged per employee, businesses would be required to collect the monthly fees from participating employees and pay the lump sum directly to JSFC, and businesses would be strongly encouraged (although not required) to offer some level of contribution to their employees as a benefit and as an incentive to participate. Matt explained the program, if successful, would improve revenue generation by bringing in additional customers without discounting fees. Don Horton explained staff is suggesting using the Bend LaPine School District as a pilot program. He stated staff is concerned with the current level of activity at JSFC, however, it is being proposed for companies to use as a hiring incentive and to make it easier for employees to purchase a membership. Board consensus was to go forward with a pilot program with the school district.

The work session was concluded at 6:55 pm.

## **REGULAR MEETING**

Chair Ruth Williamson called the regular meeting to order at 7:00 pm.

### **STAFF PRESENTATION**

Bruce Ronning introduced Jason Powell, Park Construction Technician. Jason stated that he is from Wisconsin where he had experience in construction as a project supervisor for Habitat for Humanity. He stated he also has a background in landscaping. Jason stated that his wife received a job offer with REI this past summer and he was fortunate to be hired by the district in August. He stated he really enjoys working with the planning and development department.

### **CONSENT AGENDA**

**Minutes - September 18, 2007 work session and October 2, 2007 work session and regular meeting**

**Approve contract for construction of Pine Nursery pump house**

Bob Woodward moved to approve the consent agenda. Scott Wallace seconded the motion.

Bob Woodward, Scott Wallace, Ted Schoenborn, George Thayer and Ruth Williamson all voted aye. Motion passed.

### **BUSINESS SESSION**

Don Horton asked to pull item #6 from the agenda. He stated we are still working on a memorandum of understanding (MOU) with the city.

Bob Woodward moved to pull item #6, MOU with the city of Bend from the agenda. Scott Wallace seconded the motion. Bob Woodward, Scott Wallace, George Thayer, Ted Schoenborn and Ruth Williamson all voted aye. Motion passed.

### **Agreement to annex Juniper Ridge**

Don Horton explained the difference between the memorandum of understanding (MOU) with the city and the agreement to annex Juniper Ridge is that the agreement to annex is only to annex the first 500 acres, whereas the MOU covers the entire 1,500-acre Juniper Ridge project. He stated the first 500 acres is already within the city limits, but outside the district boundary. He further explained that the city has a code that states that anything outside the UGB, but inside the district, at the time of subdivision or partition, the district and city will enter into an annexation agreement which is now before the board. He stated the agreement states that the district will annex Phase 1 of Juniper Ridge (the first 500 acres) and we will provide the normal park and recreation services as provided for any other resident of the district. He stated the agreement will call for the city and district to petition Deschutes County to annex the property in question. Don stated this proposal has been reviewed and approved by the city. Bob Woodward moved to approve the agreement with the city of Bend to annex Juniper Ridge. Ted Schoenborn seconded the motion. Bob Woodward, Ted Schoenborn, Scott Wallace, George Thayer and Ruth Williamson all voted aye. Motion passed.

### **Scholarship Program proposal**

Wayne Smith and Lindsey Lombard presented a revised scholarship program proposal for board consideration. Wayne explained that the district's scholarship program is periodically reviewed by staff for tracking of the resources, and to identify changes in use patterns and qualifications, and to improve the process. He noted the last review and revisions to the program was conducted in 2005. Wayne reported that in the fiscal year 2006-07, the district administered approximately \$75,000 in scholarships with the most significant portion going towards facility use at Juniper Swim & Fitness Center. He stated that following evaluation of the program a staff committee is recommending that the district's highest priorities for distribution of the scholarship funds be for children (17 and under), persons with special needs and older adults (65+). He stated the committee is also recommending changes that will require participants to pay a portion of the fee. Lindsey explained charging a percentage of the fee is easier to track and participants must reapply every six months to determine their continued eligibility. Following discussion and clarification of what scholarship recipients could potentially pay; Bob Woodward moved to approve the revised scholarship program policy. Ted Schoenborn seconded the motion. Bob Woodward, Ted Schoenborn, Scott Wallace, George Thayer and Ruth Williamson all voted aye. Motion passed.

## **EXECUTIVE DIRECTOR'S REPORT**

### **Renaissance appeal**

Don Horton reported that the Renaissance Homes developer will be appealing a city ruling requiring the developer to donate an ASI (Cinder Cone) to the district, provide a conservation easement, to develop his portion of the trail and the balance of the trail the district would like to build and provide trail head parking. He explained that if the city council agrees to hear the appeal, the district will appear before the city council to testify as to why we feel we need the cinder cone, trail, conservation easement, etc. Don stated the city staff was in favor of the hearings officer's decision and he is bringing this to the board for their information.

**Gopher Broke Golf Tournament**

Don Horton reported the Gopher Broke Golf Tournament collected \$31,000 this year for the district scholarship program.

**Holiday Party**

Don Horton invited the board to attend the district's holiday party scheduled for Friday, December 7, at the Bend Senior Center.

**2007 ORPA design award - Farewell Bend Park**

Don Horton reported the district was presented with a design award from the Oregon Park & Recreation Association for Farewell Bend Park. Bruce stated ORPA recognized the design process and some of the elements of the park, and he acknowledged the work of John Simpson, Norm Ziesmer and Pat Erwert on the design and construction of the project.

**GOOD OF THE ORDER**

Ruth Williamson complimented Amber Blanchard for her skills and knowledge in working with equipment and programs the district offers for those with special needs. She stated it has been her experience that the district is a leader in this area.

George Thayer shared concerns regarding objections of the Hillside neighborhood to an off leash dog park at Hillside Park. Don Horton stated that staff is reconsidering Hillside as a location for an off leash dog park. He added that Ed Moore, Erin Bennett and Paul Stell are continuing to work with the police department to determine appropriate locations for dog parks. He stated once that work has been completed the district will need to conduct a public process.

As there was no further business the meeting was adjourned at 7:45 pm.

Prepared by,

Paula Lowery  
Executive Assistant

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Ruth Williamson, Chair

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Bob Woodward, Vice-Chair

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Ted Schoenborn

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George Thayer

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Scott Wallace