

**Bend Metro Park & Recreation District**  
**Board of Directors**  
**Work Session, Executive Session & Regular Meeting**  
**January 16, 2007**

BOARD PRESENT: Suzanne Johannsen, Ruth Williamson, Don Smith, Bob Woodward and Ted Schoenborn.

STAFF PRESENT: Bruce Ronning, Wayne Smith, Lindsey Lombard, Ed Moore, Jan Taylor, Dave Crowther, Theresa Albert, Norm Ziesmer, Russ Holliday, Jeff Newman, Robin Laughlin and Paula Lowery.

LEGAL COUNSEL: Neil Bryant.

MEDIA: Yoko Minoura, The Bulletin.

VISITORS: Keith Scott, David Chun, Jenni Fennerl, and representatives of the Boyd Acres Neighborhood Association.

**WORK SESSION**

**SDC Update**

Bruce Ronning explained that on an annual basis staff uses an SDC Fund Forecast to balance anticipated SDC revenue with the Capital Improvement Plan (CIP) expenditures. He stated that he and Lindsey have been watching the SDC revenues very closely and in the first six months of the fiscal year (June through December 2006) our SDC revenue was approximately 38% of what it was for the same time period in 2005. He explained that he would be presenting information to the Board about the potential impact on the Capital Improvement Plan if this trend continues. He stated the district's SDC revenue is directly related to the building market and every indicator has told us that building is slowing down a bit. Bruce presented three different scenarios demonstrating the potential impact to the district's CIP. He cautioned that the staff estimates were very conservative resulting in \$2.6 million less in this year's revenue than anticipated and adopted in the budget. He stated that the forecast begins in the current year with a revenue estimate of 40% of the prior year, and anticipates revenue in successive years at an estimated 14% growth rate, 4% for the annual inflationary adjustment and 10% per year for growth in the building market. The forecast indicates that beginning in year 2007-08, without any changes to the current CIP, we would be short by approximately \$1.5 million, approximately \$5 million in 2008-09, over \$7 million in 2009-10 and up to \$8.5 million in 2010-11. Bruce stated that even if we made a more aggressive set of assumptions regarding revenue, sooner or later we are going to run out of money if we proceed with the same set of projects as we currently have on the Capital Improvement Plan. Bruce shared a second document that contained the

same revenue forecast and eliminated all community park acquisition and development funding except for the Pine Nursery Park and Riverbend Park. Bruce reviewed those projects eliminated including \$500,000 for Ponderosa Park, \$500,000 for Phase III of Big Sky, \$500,000 in year 2010-11 for another phase of development at Larkspur, totaling \$1.5 million worth of community park development that has been removed from the CIP. He stated \$6.5 million of community park acquisition money was eliminated in this scenario. Bruce stressed that this discussion is in preparation for the budget and staff is looking for direction from the Board as to whether the current projects are completed and future community park projects are extended further out in the CIP. The Board discussed the impact of fewer subdivisions being built which could result in fewer developer agreement built neighborhood parks. Suzanne Johannsen noted that the Board would have further discussion in upcoming work sessions to address this concern in connection with the Strategic Plan review. Bruce shared a third scenario eliminating all community park capital acquisition and development funding with the exception of Pine Nursery and Riverbend, and calculating 50% of the construction costs for the first phase of development of the Pine Nursery. He stated the current estimate for the first phase of development is \$12.8 million, if we were to do all of it. He added that regardless of the set of revenue assumptions, we are probably short of funding for the first phase of Pine Nursery.

### **Community Park Funding Update - Pine Nursery**

Bruce Ronning shared information identifying the components for all phases of the construction of the Pine Nursery noting that the entire build out is estimated at \$21,431,000 in 2007 dollars as is currently master planned. Bruce shared information regarding the cost for phase one as originally planned at a cost of \$12.9 million including the entry off of Purcell, all parking necessary to support the uses in the park (a wheel of four baseball/softball diamonds with associated plaza improvements including a restroom), multipurpose fields that can be used for soccer, football, rugby, and lacrosse, and all of the trails. He noted the soccer fields can be overlaid on the wheel of baseball/softball fields. Bruce shared a document demonstrating what could be constructed with the current \$3.2 million in SDC dollars allocated in the CIP and budgeted for the project. He reminded the Board that the CIP includes a \$4 million dollar figure for the Pine Nursery Project that has not been associated with a funding source. He identified the entrance, parking, irrigation pond, restroom, trails, and infrastructure to support the road, sewer, water, etc. He noted that all of these things are necessary to prepare for the construction of the future components of the project. Bruce stressed this is what the district currently has funding for. He also provided additional iterations for the first phase of the park and associated costs. The Board discussed the importance of building fields for programming and the proposed lighting of those fields. Russ Holliday provided information regarding the district's use of fields and the needs for outside user groups. He pointed out that the pinwheel of four fields is usable for multi-purpose district programs, and stated that the club programs are looking for the full-size fields. Bruce Ronning explained the impact of the grading on

building the fields and pointed out that there are three different elevations in the pinwheel set of fields. He added that the cost of the restroom is included in the wheel configuration. The Board expressed their desire to find a way to fund the construction of fields in different combinations and configurations. Bruce explained that the information being provided is for preliminary budget preparation and the Board would have further opportunity to discuss the funding for the Pine Nursery.

### **Board Retreat Outcomes**

Suzanne Johannsen reviewed the outcomes of the December 1, 2006, Board Retreat. The Board was in agreement with the findings of the retreat.

The work session was concluded at 7:00 pm.

### **EXECUTIVE SESSION**

Chair Suzanne Johannsen convened an executive session pursuant to ORS 192.660 (2) (e) for the purpose of discussing real property transactions and ORS 192.660 (2) (i) for the purpose of discussing the performance evaluation of the executive director.

### **BUSINESS SESSION**

Suzanne Johannsen called the business session to order at 7:30 pm.

### **VISITORS**

Keith Scott addressed the Board regarding the parking at Blakely Park.

David Chun, representing Bend Oregon Outrigger, addressed the Board regarding the boathouse proposed for Riverbend Park. He explained that his group would like to be able to house their outrigger canoes in a fenced area adjacent to the boathouse and they would be willing to pay for the fencing and other improvements that may be necessary for this project. He stated that the group hopes to be able to use the park as a launching spot for their practices, and possibly partner with the district in the future to offer youth programs and/or a more recreational outrigger program.

Jenni Fennerl, representing the Boyd Acres Neighborhood Association, addressed the Board regarding the McCall Landing subdivision and Terrango Park. She presented a letter that identified concerns regarding the proposed location of the park and stated that they feel the district has shown disregard for their concerns and is unwilling to be flexible. She explained that the City Council will hear additional testimony on January 17 regarding the Lava Ridge Refinement Plan amendment. She asked the Board to find a creative solution to the location of the park.

Suzanne Johannsen asked Bruce Ronning to present information originally scheduled for the executive director's report regarding the status of the Lava Ridge Refinement Plan amendment. Bruce explained that the district has met twice with representatives of the Boyd Acres Neighborhood Association to discuss the issues around locating a playground under power lines. He stated that he and Don Horton feel the district can build an adequate park and provide typical neighborhood park amenities at the site that has been proposed. He added that it has been recognized from the very beginning the proposed site is not the ideal neighborhood park site, however, many of the park sites developed in the past have not been ideal sites either. He stated that staff had checked with the power company and they have no objection to placing structures underneath the power lines within the easement with the understanding that if the power company needs access to the lines in the future, the structures would have to be moved. He added that Don Horton had proposed purchasing three additional lots to move some of the amenities farther away from the power lines, but the lots are adjacent to the existing proposed site. He stated that it is his understanding that the neighborhood association did not feel that addressed their issues. He said that the neighborhood association discussed with Pahlisch Homes the possibility of a small playground park site separate from the park site located on three lots down the block from the park.

The Board conducted a lengthy discussion regarding the potential expense of purchasing three lots in light of their discussion during the work session regarding anticipated reduction in SDC revenue and that impact on the acquisition and development of parks. The Board also engaged in discussion with representatives of the neighborhood association regarding their expectations as to where the park should be located. Following the discussion, Don Smith moved to proceed to follow the staff recommendation regarding the Pahlisch Homes amendment to the Lava Ridge Refinement Plan. Ted Schoenborn seconded the motion. Ruth Williamson stated she would like more discussion and she has received some information regarding cell towers and power lines she feels should be shared with the Board. Suzanne Johannsen explained the amendment is coming before the City Council tomorrow night. She noted that this project is beyond the Board's role to set policy as it involves a separate entity. Bob Woodward recommended asking the council to put the issue over to the next meeting. Ted Schoenborn stated that it was his understanding the Board had already voted on this issue in support of the staff position. Ruth Williamson stated she feels we need to have community support before we move forward on any project. Ted Schoenborn stated he believes staff has done everything appropriate and possible within the existing situation that we have. He added he had no problem with going to the council and asking them to put off their decision for one or two meetings. Bob Woodward called for the question. Don Smith and Ted Schoenborn voted aye. Suzanne Johannsen and Ruth Williamson voted no. Bob Woodward abstained. The motion died for lack of majority vote.

The Board continued to discuss the process to allow for further consideration of the location of the proposed park. Don Smith stated that if the discussion were to continue he would ask for the information Ruth has, the cost of the three lots proposed for acquisition, what neighborhood park will be moved out on the CIP to accommodate the purchase of the three lots, and the potential impact on park users from the power lines. Suzanne Johannsen clarified that the district would ask the City Council for more time to discuss the placement of the park.

Suzanne Johannsen thanked the representatives of the neighborhood association and Pahlisch Homes for attending the meeting.

### **STAFF PRESENTATION**

Claire Anderson, General Recreation Intern, addressed the Board. She stated she is from southwest Virginia and she is majoring in recreation, parks and tourism with a concentration in recreation management. She stated she is interested in park planning, design and development. She stated she has never been this far west and she is from a very small town. She added that she is enjoying her time in Bend.

Amanda Burke, Therapeutic Recreation Intern, addressed the Board. She stated she is from Cambridge, Ohio, and a student at Kent State. She stated she enjoys working with older adults and young children. She stated her ultimate goal is to work with survivors of domestic violence.

### **CONSENT AGENDA**

**Minutes - December 1, 2006, Board Retreat, December 5, 2006, work session and regular meeting and December 19, 2006, work session**

**Approve BMX Facility at Big Sky Use Agreement**

**Accept Bend vision 2030 Action Plan**

Bob Woodward moved to approve the consent agenda. Ruth Williamson seconded the motion. Bob Woodward, Ruth Williamson, Ted Schoenborn, Don Smith and Suzanne Johannsen all voted aye. Motion passed unanimously.

### **Public Hearing: Supplemental Budget**

Chair Suzanne Johannsen opened a Public Supplemental Budget Hearing. Hearing no comment, the public hearing was closed.

### **Adopt Supplemental Budget**

Bob Woodward moved to adopt Resolution No. 286 adopting the Supplemental Budget and making additional appropriations for the Fiscal Year 2006-07 Budget. Ted Schoenborn seconded the motion. Bob Woodward Ted Schoenborn, Don Smith, Ruth Williamson and Suzanne Johannsen all voted aye. Motion passed unanimously.

**Accept Three Pines trail and open space into district ownership**

Ruth Williamson moved to accept the trail, land and bridge donation from Three Pines Development, LLC. Don Smith seconded the motion. Bob Woodward amended the motion to authorize the chair to sign the documents in the absence of the executive director. Don Smith seconded the amendment. Ruth Williamson, Don Smith, Bob Woodward, Ted Schoenborn and Suzanne Johannsen all voted aye. Motion passed unanimously.

**Accept Compass Park into district ownership**

Bob Woodward moved to accept Compass Park into district ownership with the added provision that the chair signs the necessary documents in the absence of the executive director. Ruth Williamson seconded the motion. Bob Woodward, Ruth Williamson, Don Smith, Ted Schoenborn and Suzanne Johannsen all voted aye. Motion passed unanimously.

**Executive Director's Report**

**Bank of the Cascades donation**

Bruce Ronning recognized and thanked the Bank of the Cascades for a \$1,000 donation to the district holiday party in recognition of staff being awarded the gold medal.

**Part time wage adjustment**

Theresa Albert explained that the state minimum wage increases annually based on the CPI and the district's part time salary schedule has not been able to keep abreast of that. She stated that to address this issue last year the district eliminated the lowest band on the salary schedule and moved those classifications on to the next band. Theresa stated that now the second band does not meet the minimum wage which calls for an adjustment to the pay plan. She explained that this year the pay plan was adjusted by the 4% increase to minimum wage. She added that staff would be bringing options forward on an annual basis to address the minimum wage issues.

**Gardenside Escrow**

Bruce Ronning reported the escrow has been closed for Gardenside Park which is now in district ownership. He noted that the closing paid for the land and the developments will be paid for through a typical development agreement schedule.

**Dog Park ordinance update**

Bruce Ronning reported that the city's dog ordinance sunset on December 31, 2006, and staff has been working with city staff to bring forward to the City Council a new ordinance. He added that it will be district staff's recommendation to delete subsection "C" which is the fence requirement which has prevented us from using parks on a scheduled basis for off leash activities.

### **Fire Station update**

Bruce Ronning reported that Steve Jorgensen has been working with the county to determine what can be done to allow for the types of uses of the fire station that the district desires. He explained it may require a "goal exception" which is something that the Department of Land, Conservation and Development (DLCD) would act upon. He stated that if DLCD would grant a goal exception we could ask the county to amend their EFU zoning requirements and that would allow us to use the fire hall for those uses we have identified.

### **Board elections**

Bruce Ronning reminded the Board that elections are May 15. He stated the filing period opens on February 3 and closes March 15.

### **Budget Committee appointments**

Bruce Ronning reported that the district has been advertising two vacancies on the budget committee. He stated that applications will be taken until February 9 and the Board is scheduled to make appointments at their regular business meeting on March 6.

### **Joint meeting with school board**

Bruce Ronning reported that he spoke with Doug Nelson, superintendent of the school district, and he and Don Horton have been discussing a joint meeting of the district and school boards. He stated that Doug has proposed Tuesday, February 13, at 6:00 pm.

### **Senate Bill 45**

Bruce Ronning reported that Senate Bill 45 has been introduced that allows for a school SDC to be combined with the park SDC and the total amount would be capped. He stated there has been no proposal for how much the cap should be. He added that the Oregon Park and Recreation Association (ORPA) has taken a position against the bill. He stated he would be attending an ORPA legislative committee meeting this week and he has also been working on setting up a meeting with Senator Westlund to discuss the district's position.

### **Communications from Orchard Park Neighborhood Park Association**

Bruce Ronning referred to letters received from the Orchard Park Neighborhood Park Association. He noted that one letter commended Norm Ziesmer and Jeff Newman for their work with the association in the design of Orchard Park. He stated the second letter identified a trail connection near Pilot Butte Middle School they feel is important and a safe pedestrian/bicycle passage across the Empire Boulevard extension along the canal to connect to Pine Nursery Park. He stated they are also asking the district to look for additional park space in service area five which is within the Orchard district. He stated this is a very small area and the opportunities are very limited.

## GOOD OF THE ORDER

Ruth Williamson reported that she has been receiving calls about the Verizon cell tower at Skyline because it is situated next to the Seven Peaks School playground and parking lot. She stated that two families have withdrawn their children from the school due to concerns about fallout from the cell tower. She stated that there is a PR component to these concerns and she wants citizens to know that the district is doing everything we can to consider every concern from citizens.

The Board discussed the process for receiving public comment and engaging in discussion with visitors.

As there was no further business the meeting was adjourned at 9:15 pm.

Prepared by,

Paula Lowery  
Executive Assistant

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Suzanne Johannsen, Chair

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Ruth Williamson, Vice-Chair

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Bob Woodward

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Ted Schoenborn

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Donald K. Smith