

**Bend Metro Park & Recreation District
Board of Directors
Work Session
September 16, 2008**

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

STAFF PRESENT: Don Horton, Wayne Smith, Andie Lindgren, Lindsey Lombard, Ed Moore, Robin Laughlin, Theresa Albert and Paula Lowery.

LEGAL COUNSEL: Neil Bryant.

MEDIA: Scott Hammers, The Bulletin.

VISITORS: See attached list.

WORK SESSION

Chair Bob Woodward convened the work session at 5:30 pm.

Veteran's Memorial Site Selection

Don Horton reviewed the previous presentation to the board regarding a proposed veteran's memorial for Brooks Park and the board's direction to staff to evaluate the proposal based on the Comprehensive Plan Standards, conduct a public process to determine if the park is an appropriate site, and develop alternative concept plans. Robin Laughlin reviewed the public process including a questionnaire posted on the district's web site, an open house inviting public comment, a meeting with the immediate neighbors of Brooks Park, and review of city code requirements. She shared the results of the public process noting the questionnaire results supported the concept of a memorial in Bend recognizing veterans as well as first responders. She referred to the Comprehensive Plan Standards for a community river park to provide public access to, and interpretation and enjoyment of the Deschutes River, to protect and maintain a viable river habitat, to provide for informal, passive recreation needs of the community, and to provide greenways and non-motorized boating access. She added the Comprehensive Plan makes the distinction that some of the small river parks may predominantly serve adjacent neighborhoods. Robin identified basic features of the proposed memorial are compatible with a community river park such as signs and benches, and optional features include lighting and plazas. She noted that some issues of concern expressed in the public process included increased traffic and changes to views of the park. Robin stated that the core group of veterans has worked very hard and devoted a lot of time and support to the proposal. She stated they have an interest and ability to raise funds and volunteer labor for the project. She stated the waterway overlay zone code requirement of the city may require a site plan review and approval of the proposed memorial. Don Horton stated that he believes overall there is a consensus in the community that Brooks Park is an appropriate site for a veteran's memorial if we can arrive at an agreed upon design, scale and location within the park. He stated staff is looking for consensus from the board to determine if Brooks Park is the right location for a veteran's memorial. He noted that staff will work with the veteran's group to develop a more refined concept plan that would be shared with the community for their input and then presented to the board for final approval. Robin presented and reviewed the proposed veteran's concept plan and two alternate designs she prepared as directed by the board. Scott Wallace asked about the number of flag poles in the veteran's design. Don shared a recent suggestion that sleeves be put in place to display flags for each of the services on those dates flags are displayed downtown, rather than being a permanent installation of flags. Bob Woodward stated he liked the idea of a walkway leading to a contemplative area to honor the fallen. Ted Schoenborn asked if the trees in the design proposed for the center of the park at the edge of the river would block the view of river for those houses across the street from the park. Robin stated there is that potential and the view sheds would need to be evaluated to address that concern, and the species of trees would

have to be carefully considered. Scott Wallace stated from what he has learned, he thinks Brooks Park is well suited for the purpose of some form of memorial. Ruth Williamson stated she thinks it is a great location largely because it ties in nicely with Veteran's Memorial Bridge and the Randy Newman Memorial Walkway. She commended staff for going to the community as a whole to receive input and weighing the veterans group's wishes. She stated she believes this could be a very meaningful space and the veterans input would be important to achieving that. She stated she personally likes the idea of bringing the plaza away from the activity of the street as it feels better suited to the space and the kind of contemplative type of space we want to create. The board reached consensus that Brooks Park is the appropriate site for a veteran's memorial. Ruth noted the district did not have funds budgeted for the project and stated we would need some help with funding the memorial. Don stated he believes the veterans group fully intends to help with that. Ted stated he preferred either of the designs with the quiet space next to the river rather than the sidewalk. Scott stated he believes the design should be blended to incorporate some of the more meaningful aspects of the original proposal with the staff design, and take into consideration the neighbor's concerns. George Thayer stated he would be in favor of the design away from the street and the size should be dictated by the components of the memorial. Bob stated he liked the suggestion to provide the sleeves for the flags so they can be flown on appropriate occasions. He added that lighting is a concern, but effective lighting such as that used at the Korean War Memorial or Viet Nam Veterans Memorial could be effective. The board asked staff to work with the veterans and move forward with the design and public process. The board expressed the desire to have a design for their consideration by Veteran's Day.

Sand Volleyball Proposal

Don Horton asked to pull the item from the agenda. He explained that following a meeting with the sand volleyball group, staff would like to re-evaluate their goals and needs.

Registration Software Update

Audrey Robeson, IT specialist for the district, presented a program outlining the staff's effort to evaluate the existing registration software system and direction toward finding a new system to provide more efficient and customer friendly service. She reviewed components of the new system and explained how it was designed with the professional services of US eDirect. Audrey explained the new system will eliminate much of the paper records and allow for better access and sharing of information between the district's different locations, and better access to information for customers. She stated the new system will allow for verification of in district residence or non-residence through on-line mapping. Audrey noted the new system eliminates surcharges for our online customers and online registration will be done in real time. She added that customers will also be able to reserve district facilities online, and information about each of the parks and amenities will be readily available. Audrey reviewed the internal registration management components including the ability to link activities to pyramid pricing levels. She stated customers will be able to register online or at any district facility, and we will have the ability to monitor our memberships and passes. She explained the system uses touch screen data entry, all cash registers and credit card machines will become one unit through the computer, and customers will be able to self scan passes. She stated the system includes a Google map link that connects customers with maps and provides directions to the locations of parks, facilities and program locations. Audrey concluded the presentation with an explanation of the requirement for customers to set up an account and be issued an identification number. Bob Woodward asked about the server capacity to provide the online registration. Audrey explained the district will operate the online component through a hosted server that will provide as much capacity as we need. The board expressed their appreciation for Audrey's work on the project and the improvement to the services for the district's customers. Audrey explained the timeline for switching to the new system and stated it is anticipated that customers will begin using the system in January.

EXECUTIVE DIRECTOR'S REPORT

Franklin Street House

Don Horton reported the purchase of the Franklin Street house has been completed and the house is being leased to the renter who was in the house at the time of the purchase. He added the asbestos has been removed.

Pumpkin Festival

Don Horton reminded the board that the Pumpkin Festival is scheduled for October 11 and invited the board to volunteer and attend the event.

ORPA Conference

Don Horton advised the board that the annual Oregon Park & Recreation Association conference is scheduled for September 22 – 24 at the Riverhouse Convention Center and invited the board to attend.

As there was no further business, the work session was concluded at 6:35 pm.

Prepared by,

Paula Lowery
Executive Assistant

Bob Woodward, Chair

Scott Wallace, Vice-Chair

Ted Schoenborn

George Thayer

Ruth Williamson