

**Bend Metro Park & Recreation District
Board of Directors
Work Session
August 21, 2007**

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

STAFF PRESENT: Don Horton, Wayne Smith, Lindsey Lombard, Bruce Ronning, Ed Moore, Theresa Albert, Steve Jorgensen, Norm Ziesmer and Paula Lowery.

LEGAL COUNSEL: Neil Bryant.

MEDIA: Yoko Minoura, The Bulletin.

VISITORS: Mike Lovely, Michael Graham and Steve Wursta.

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

VISITORS

Steve Wursta, representing the Central Oregon Master Swimmers (COMA) presented a \$2,000 check to the district. He explained this is the first payment of a five year commitment totaling \$10,000 toward the maintenance of the scoreboard and timing system at Juniper Swim & Fitness Center. He stated it is the best system in the state and the master swimmers would like to help keep it in good condition. Ruth Williamson thanked COMA for their support and partnership with the district.

Recreation/Administration Services Building - public relations

Jan Taylor referred to information provided in the board report regarding the development of a public relations plan to inform the public about the district's objectives and considerations in the construction of the new recreation and administration services building. She stated that staff is seeking board input to help ensure that all public perspectives are addressed. Bob Woodward shared that he has heard objections that the district is building a "Taj Mahal" for staff and why aren't we building another "Juniper" for the west side in lieu of an office building. He felt it would be helpful to explain the issues Jan had identified in the proposed plan including the age of the current building, overcrowding of staff, and that public space will be available in the new building. Ruth stated that it is important for a healthy work environment which is conducive to a happy staff. She stated she would emphasize the added benefit of public space and that the district is trying to be good stewards of the community by building it green so that it is a model of energy and resource conservation. Jan stated that staff would develop an information piece for the public and return to the board for their evaluation and input.

Ponderosa Park Master Plan

Norm Ziesmer presented the Ponderosa Park Master Plan. He explained the process used for developing the plan including a public questionnaire and public meetings, and staff evaluation. He identified current features of the 18.6-acre site including the Hal Puddy multipurpose field, a skate park, playground, fitness trail and parking lot. Norm noted that the park shares parking with the school district's high school soccer and baseball field. He presented a PowerPoint slide show identifying issues and assets of the existing park and two proposed concepts for development. He noted the high incidence of vandalism associated with the skate park, the substandard sized baseball/soccer field and that the bleachers are lacking in safety standards. He explained that Plan 'A' includes the addition of 70 parking spaces, moving the skate park to Wilson Avenue including a 40 space parking lot, a 2.5 -acre off-leash recreation area, an additional improvements to the trail, a group picnic area with a playground and horseshoe courts, re-orientation of the multi-purpose field to include a full size soccer field and a sand volleyball court. Norm reviewed Plan 'B' which includes an additional 76 parking spaces, moving the skate park to 15th Street, a 2.3-acre off-leash area, clustering a group picnic area, with a playground, sand volleyball, horseshoe courts and basketball court, improvements to the trail, a sled hill, and expanding the multi-purpose field to include a reduced size soccer field. He reported the results of the questionnaire identified restrooms, playground equipment, basic features, an off-leash recreation area and trails as the most desired amenities of the respondents. He added that staff priorities for activities at Ponderosa Park include more parking at the north end of the park, an off-leash area, moving the skate park, connecting the trail throughout the park, safety improvements to the rock bleacher wall, improvements to the multi-purpose field, and a horseshoe court allowing for the relocation of the courts from Juniper Park. Bob Woodward stated he likes Plan 'A' regarding the skate park which would provide more visibility to the facility. Ted Schoenborn noted that Plan 'A' also provides a more flexible sports field, and he preferred the larger off-leash area. George Thayer expressed concern for teaching kids how to skate on rails at the park and using the rails downtown to show off. He stated an obstacle course would be a lot of fun for them. Ruth Williamson stated she liked the combination of the novice area with features requiring more skills. She added that she loves the off-leash area, the trail improvements, a sand volleyball court and the addition of a picnic shelter. The board agreed that relocation of the skate park to 15th and Wilson is the preferred site. Bruce Ronning noted that no funds have been budgeted for the development as SDCs for community parks are currently directed to the funding of the Pine Nursery. Don Horton stated the funding of this project is something the board may want to include in their discussion of the CIP for next year.

SDC Methodology

Bruce Ronning reviewed the history of the district's collection of System Development Charges (SDCs) and how the fees are collected based on state statute to address growth. He stated that a substantial amount of the district's capital improvement development is funded through SDCs which have been in place since 1991. He said that with the implementation of the program the city of Bend collected the funds and in 1997 the district created its own SDC ordinance and began collecting the revenue. He added that the district's methodology was created in 2002 and consists of a limited set of park categories with only 10% of the total fees collected directed to land acquisition. He explained the SDC fees adjust annually based on the inflation index. Bruce stated that the methodology requires a five-year review which is slated to occur in 2007.

He noted that he would like to see the 10% allowance for land acquisition changed with the upcoming methodology review and revision. A PowerPoint program of information explaining how SDCs work for the district was presented. The program identified how the district's SDC methodology addresses the level of service (LOS) for neighborhood, community and regional parks and trails and reviewed how acquisition and development costs have risen over time. Current issues of concern were identified regarding the existing SDC ordinance and methodology including the cost basis of calculation, fee waiver and deferral or exclusion for some types of housing, the average number of occupants per single family and multi-family units, the inadequacy of the Seattle ENR Construction Cost Index reflection of true central Oregon costs, the need for funding of park system elements not included in the 2003 methodology, full funding of athletic fields and the need to further revise population estimates. Bruce Ronning noted that during the past five years SDC funds have fully or partially funded 25 major projects including the acquisition and/or development of 14 neighborhood parks, the development of three community parks, three community river park acquisitions, Phase 1A development of the Pine Nursery and several major trail improvements including the South Canyon Bridge. He concluded the presentation with a review and explanation of options for board consideration including a full methodological review or a simple cost basis adjustment. Neil Bryant explained the prior process used to establish the methodology and explained how the builders association was involved. He also noted the legislative process that could have possible effects on the district's collection of SDCs in the future. Bruce also shared a summary of the district's SDC fees that identifies the breakdown of fees based on single family units, multi-family units and hotel/motel units, and the total SDC expenditures for the last five fiscal years. Ted Schoenborn stated the full review is the only responsible way to go due to the gaps in our current methodology. He added it needs to be defensible. Don Horton stated the simple cost basis can be done in two or three months, however, there have been a number of things that have come up over the past four or five years that we have talked about including in the methodology such as a reduced rate for low income housing and not charging for assisted living facilities. He also noted that the UGB expansion may be cause for re-evaluating the methodology. He stated that one approach may be to do a simple cost basis now while we are waiting for the UGB expansion to happen and then conduct a revision of the methodology once the expansion is completed. Ted stated that he feels the methodology needs to reflect what we understand to be the requirements of the comp plan. He stated that if we choose to use the simple approach it needs to be made very clear that this is a temporary step and we intend to revisit and revise the entire plan. Bob Woodward stated that in light of the adverse press the fee is getting it seems appropriate to conduct a full review now. George Thayer noted that the current methodology doesn't take into account indoor facilities and the level of service has gone down for those because we have five times the number of people using them. Don noted that one of the weak elements of the comprehensive plan is the lack of identification of indoor facility needs and we need to determine that through a needs assessment as suggested to the board at the last meeting. Ruth Williamson shared her concerns that the district is very clear in our rationale and our process in conducting a review of the methodology. Ted stated that it was done well the last time with the involvement of the community and builders association, and he thinks that model is what we want to follow again. Ruth added that she feels it will help gauge the community's overall support of parks and recreation. The board reached consensus to conduct a full review of the district's SDC methodology.

Board Calendar

Don Horton referred to the board calendar provided in the board report and noted that some things may change over the course of the year. He suggested using this format in place of the rolling agenda to allow the board to look further ahead. He invited the board to massage the calendar as the year progresses. Bob Woodward stated that he would like to add the implementation of a paperless agenda to the calendar. Don explained that staff hasn't moved in that direction due to the recommendation of the district's IT Specialist who has suggested that we might want to wait until we are in our new building which would allow us to deal with the servers needed to make that work. He added that it will be an easy thing to implement and the board will receive laptops to bring to the meetings.

EXECUTIVE DIRECTOR'S REPORT

Don Horton reported that he has not heard from Andy Anderson regarding the city's code or annexation agreement with the district. He stated that Andy has committed to providing an answer within two weeks.

As there was no further business the meeting was adjourned at 7:30 pm.

Prepared by,

Paula Lowery
Executive Assistant

Ruth Williamson, Chair

Bob Woodward, Vice-Chair

Ted Schoenborn

George Thayer

Scott Wallace