

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

BOARD PRESENT: Suzanne Johannsen, Ted Schoenborn, and Ruth Williamson.

STAFF PRESENT: Don Horton, Bruce Ronning, Wayne Smith, Theresa Albert, Lindsey Lombard, Jan Taylor, Charlie Johnson, Greg Barker, Mike Duarte, Debbie Bruck and Paula Lowery.

LEGAL COUNSEL: Neil Bryant.

MEDIA: Yoko Minoura.

VISITORS: Jane MacCloskey.

WORK SESSION

Chair Suzanne Johannsen convened a work session at 5:35 pm.

Audit Report

Lindsey Lombard reviewed the audit report previously provided for the Board's review. She identified particular components of the report that highlighted financial events of the district for the year. She stated the district received a clean opinion, there was no instance of non-compliance, and the auditor recognized the district has appropriate policies in place.

Park Services Technology

Greg Barker, Construction Supervisor, presented information on Thermal Imaging and explained how it has been used for diagnosing conditions of buildings in district buildings that are not visible to the naked eye. He noted this technology is relatively new and it is proving to be a powerful tool for finding hidden problems in district facilities. Greg explained that the types of problems that can be identified include roof leaks, moisture penetration, electrical anomalies and energy/heat loss.

Charlie Johnson, Arborist, presented information about the resistograph, a mechanical device used to aid in the evaluation of trees to determine whether there are safety issues. He explained how the device is used to examine the inside of a tree trunk to determine the extent of decay that might be present. Charlie also explained that the device can be used to help determine the integrity of wood structures such as bridge stringers and utility poles.

Mike Duarte, Landscape Supervisor, presented information about the Clegg Impact Soil Tester and explained how it is used to determine soil compactions. He stated this device will be

particularly helpful in managing sports fields and special event sites in the district's parks as it helps staff to determine where and how to administer fertilizers and when to increase aeration to revitalize turf areas.

Debbie Bruck, Office Specialist, presented information about PDA Trac Software that is used by Park Services to record staff hours. She explained that the program allows staff to record their time in the field throughout the day and how the information can be uploaded into the district's data base which eliminates the need for additional data entry. Debbie explained the system could also be used to process work orders, inspections, preventative maintenance orders, employee work schedules and bar code scanning. She also noted that the PDA Trac software can be installed on the handheld units that Park Services is currently using for the GPS inventory project.

The work session was concluded at 6:25 pm.

EXECUTIVE DIRECTOR'S REPORT

Appoint Benefits Committee

Don Horton stated that in preparation for the 2007-08 budget, a benefits committee composed of two Board members and one budget committee member needs to be formed to meet with staff representatives to consider the district's benefits package. Suzanne Johannsen and Ruth Williamson will serve on the benefits committee. It was determined the budget committee member would be identified following the Board's appointment of two new members.

Eco-Biz Landscape Certification

Don Horton reported that the district's application for the Eco-Biz Landscape Certification has been submitted to the Department of Environmental Quality. He stated that no public or private organization in the state has achieved this certification to date. He explained the process is more important in the establishment of business practices than the certification itself.

Park Naming Committee

Don Horton reported that the Park Naming Committee needs to be reconvened. It was determined that Bob Woodward had previously served on the committee and would be asked to serve again with Bruce Ronning and Dave Crowther.

Senate Bill 45

Don Horton reported that Bruce had testified before a legislative hearing on the proposed Senate Bill 45. Bruce shared a copy of his testimony and shared the substance of other testimony provided at the hearing.

REGULAR MEETING

Suzanne Johannsen called the regular meeting to order at 7:03 pm.

VISITORS

Jane MacCloskey addressed the Board regarding Quail Park. She stated the skate park is not working and there is an incompatibility between the older skaters and younger children. She

stated a concrete pad without the apparatus would work well for the smaller children. She added that she is appalled that smoking is not banned in the parks and stated it has no place in the parks around young kids and parents.

CONSENT AGENDA

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Approve Pilates Agreement

Adopt Strategic Plan

Accept Audit Report

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

Appoint Budget Committee Members

The Board discussed the applications received for the two budget committee vacancies. Following discussion Ruth Williamson moved to appoint Bill Martin and Phil Dubina to the Budget Committee, and select Steve Johnson as an alternate in the event that either appointee is not able to serve on the committee. Ted Schoenborn seconded the motion. Ruth Williamson, Ted Schoenborn and Suzanne Johannsen all voted aye. Motion passed.

As there was no further business the meeting was adjourned at 7:15 pm.

Prepared by,

Paula Lowery
Executive Assistant

Suzanne Johannsen, Chair

Ruth Williamson, Vice-Chair

Bob Woodward

Ted Schoenborn

Donald K. Smith