



Board of Directors

Agenda & Reports

April 20, 2010



## **7:00 PM REGULAR MEETING**

### **VISITORS**

This is the time provided for individuals wishing to address the Board regarding items **not** listed in the business session. The Board may elect to ask for comment on business session items at the appropriate time. The visitor's section is not designed for a lengthy presentation. If you have a proposal for Board consideration, briefly introduce the subject and request that the Board consider adding discussion to a future Board meeting agenda. Visitors who wish to speak are asked to sign up on the public comment card provided. Please state your name and address at the time you address the Board. Please limit your remarks to three minutes.

### **CONSENT AGENDA**

1. Minutes – April 6, 2010

### **BUSINESS SESSION**

2. Approve purchase option agreement of new neighborhood park property in Service Area 5

### **EXECUTIVE DIRECTOR'S REPORT**

- Reminder: budget meetings scheduled for May 10, 12 & 17 & May 18 work session cancelled

### **BOARD MEETINGS CALENDAR REVIEW**

### **GOOD OF THE ORDER**

### **ADJOURN**

## BOARD AGENDA COMMUNICATION

**AGENDA DATE:** April 20, 2010

**SUBJECT:** The Natural Step Process

**STAFF RESOURCE:** District Sustainability Team: Lindsey Lombard, Wayne Smith, Robin Laughlin, Andie Lindgren, Matt Mercer, Laura von der Osten, Steven Beyer, Tom Rocher, Scott Miller

**PREVIOUS BOARD ACTION:** N/A

**ACTION PROPOSED:** None - for information purposes only

### **BACKGROUND**

The district's Sustainability Team, a team of nine staff representing all areas and levels of the district, began a sustainability workshop series on February 24<sup>th</sup>, and will complete this series on May 12<sup>th</sup>. The Natural Step is the conceptual framework for this workshop series, and we are partnering with The Environmental Center and the Bend LaPine School District to bring this opportunity to Bend. The Natural Step is a science-based set of principles that has been used successfully by businesses and communities, large and small, to organize and guide their sustainability efforts.

The workshop series is based on two premises. First, the most effective and lasting sustainability programs and plans are developed by the people who will implement and manage them. Second, because sustainability requires a genuinely transformative way of thinking— seeing the world through a sustainability lens— capacity building and training are the necessary first step in program development and plan implementation.

This program is intended to take our team through a straightforward process of analyzing the sustainability of our organization today and then developing a strategy and implementation plan to move the district toward full sustainability in the long range.

After completion of this workshop series, the participating team members will:

- É Understand how sustainability principles can benefit our organization.
- É Develop a sustainability baseline assessment of our organization.
- É Craft a vision, goals and strategies that will move our organization toward full sustainability.
- É Design an action plan with short-term and long-term goals.
- É Learn how to incorporate sustainability into our culture and our operations.

The resultant plan will be gradually implemented over many years, and only as it makes financial sense. The plan itself will be a living document that changes over time, and for it to be ultimately successful all district internal stakeholders will be part of the implementation process.

## **STAFF RECOMMENDATION**

None. This presentation is meant to be informational for the board: to better communicate what sustainability is and how it relates to the district's operations; to provide a broader understanding of the Natural Step process.

## **BUDGETARY IMPACT**

The cost of the workshop series is covered in the General Fund in the current fiscal year, and is approximately \$5,000. The net financial benefit or cost of implementing sustainability actions is unknown at this time. The district will perform a financial analysis of each action prior to implementation to ensure fiscal responsibility and long-term financial sustainability.

## **MOTION**

*None – for discussion purposes only.*

## **ATTACHMENT**

## BOARD AGENDA COMMUNICATION

**AGENDA DATE:** April 20, 2010

**SUBJECT:** Bend Senior Center Accreditation

**STAFF RESOURCE:** Wayne Smith, Director of Recreation Services,  
Deb Craiger, Bend Senior Center Manager  
Brenda Chilcott, Senior Center Program  
Coordinator

**ACTION PROPOSED:** Information only.

### **BACKGROUND**

In 2007 the Bend Senior Center management and its advisory council began the process of becoming nationally accredited by the National Council on Aging & National Institute of Senior Centers (NCOA/NISC). The accreditation process is an official recognition that a local senior center is meeting its mission in a professional manner, and is in compliance with national standards. It confirms that a senior center is a viable, fundable and qualified provider of services to its community. The national accreditation process consists of two phases: senior center self-assessment and a peer-review process. There are also twelve elements of the overall process to be completed for accreditation. Several of the direct benefits of going through the accreditation process include:

- Increased awareness of the contribution senior centers make in the lives of older adults, their families, and caregivers.
- Improves the image of senior centers.
- Helps communities realize that senior centers provide quality programs based on national standards.
- Improves relationships between senior centers, the community, and other agencies.
- Develops a sense of collaboration around the process and serves as a catalyst for opening dialog.
- Provides a better understanding of the role a senior center plays in the community.
- Helps management improve operations and understand the center's strengths/weaknesses, and highlights best practices.
- Provides for the development of future strategic plans.
- Becomes a catalyst for needed change in programming and the facility.
- Provides an opportunity to identify and disseminate model programs, exemplary policies and unique components of senior center operations.
- Strengthens partnerships for future planning.

The Bend Senior Center is one of only two accredited centers in the state of Oregon, and 160 nationally. The national accreditation will, in the future, provide greater grant funding opportunities and establish greater community support.

**BUDGETARY IMPACT**

The accreditation process was partially funded through the budget process and donations received from the community and partnerships.

**ATTACHMENTS**

Self-Assessment Document (to be provided at board meeting)

## BOARD AGENDA COMMUNICATION

**AGENDA DATE:** April 20, 2010

**SUBJECT:** NRPA/CAPRA Agency Certification

**STAFF RESOURCE:** Don Horton, Executive Director  
Bruce Ronning, Director of Planning and Development

**PREVIOUS BOARD ACTION:** None

**ACTION PROPOSED:** Approve district pursuit of CAPRA Agency Accreditation

### **BACKGROUND**

The Commission for Accreditation of Park and Recreation Agencies (CAPRA) Standards for National Accreditation provide an authoritative assessment tool for all areas of park and recreation administration, operation and practice. The CAPRA standards were first developed in 1989 by the American Academy for Park and Recreation Administration (AAPRA) and the National Recreation and Park Association (NRPA). The CAPRA standards have since been reviewed and revised several times, most recently in 2009. There are currently 144 separate standards, organized into ten general areas dealing with all aspects of agency operation that are used as evaluation criteria in qualitatively assessing agency proficiencies. The CAPRA assessment process generally takes two years, requires both rigorous self examination and external evaluation, and if successful results in NRPA accreditation. There are currently 90 CAPRA accredited agencies nationwide. The city of Hillsboro Park and Recreation is the only Oregon organization to have achieved accreditation to date.

CAPRA accreditation is a five-year cycle that includes three phases: development of an agency self-assessment report, an on-site visitation of an examination team, and the Commission's review and decision. If accreditation is granted by the Commission at its meeting following the required on-site visit, the agency will develop a new self-assessment report and be revisited every five years. Within each of the four years between on-site visits, the agency will submit an annual report that addresses its continued compliance with the accreditation standards. The CAPRA Accreditation Handbook sets forth in detail the accreditation process and procedures. (See attachment.)

Several district staff members attended a CAPRA training at the October 2009 NRPA Congress in Salt Lake City in order to become acquainted with the accreditation program and evaluate the potential value to the district of pursuing it. Following the training, an informal assessment of the steps the district will need to take in order to achieve accreditation was conducted. While there are a number of substantial upgrades needed in all district areas, staff is confident that with board support, it is reasonable to anticipate success within the normal two-year timeframe. It is

also important to understand that in this type of self evaluation, the journey is as important as the destination. Embarking on the accreditation process will without question lead to improvements in the overall quality of park and recreation services provided to district residents.

**STAFF RECOMMENDATION**

Staff recommends that the board approve pursuing CAPRA accreditation.

**BUDGETARY IMPACT**

The 2010 CAPRA application fee for an agency with the district's current operating budget is \$2200. The district can also expect to incur additional costs associated with hosting the onsite visit of the CAPRA examination team as well as staff travel to the NRPA Mid-year Conference in Washington DC for the accreditation hearing before the Commission during the 2011-12 budget annum. Once accreditation is achieved there is an annual maintenance fee of \$360 as well as the costs of the reassessment every fifth year.

**MOTION**

*I move to approve the district pursuing CAPRA Agency Accreditation under the Executive Director's supervision.*

**ATTACHMENT**

CAPRA National Accreditation Standards manual forwarded under separate cover.

**Bend Metro Park & Recreation District  
Board of Directors  
Work Session, Executive Session & Regular Meeting  
April 6, 2010**

**BOARD PRESENT:** Scott Wallace, George Thayer, Ruth Williamson, Ted Schoenborn and Scott Asla.

**STAFF PRESENT:** Don Horton, Lindsey Lombard, Bruce Ronning, Jan Taylor, Theresa Albert, Ed Moore, Steve Jorgensen, Dave Crowther, Sue Jorgenson and Paula Lowery.

**LEGAL COUNSEL:** Neil Bryant.

**MEDIA:** Scott Hammers, The Bulletin.

**VISITORS:** Mike Lovely, Michael Graham, Sue Vordenburg, David Visiko, Doug Knight, and Ray Woodmansee.

### **WORK SESSION**

Chair Scott Wallace convened a work session at 5:30 pm.

#### **Long-term Financial Forecast**

Lindsey Lombard explained this information is presented for board review in conjunction with the preparation of the annual budget. She explained that staff had tried to develop reasonable assumptions with many of them coming from various sources such as the SDC permits and the state forecast, noting that was reduced given the slow down in building in Bend. She cited personal services increases, construction costs, population forecast, investment rate of return, and explained those categories are all presented as estimates. Lindsey noted that as developed facilities are added, the maintenance costs are added into the forecast along with population growth, recreation revenue increases, user fee increases, assessed value and uncollectible taxes. She added that rate increases are occurring in utility and fuel costs, although construction contracts are coming in lower. She shared a spreadsheet of the forecast results and explained how she had arrived at those figures. Lindsey reported that the county assessor is estimating a 2% to 2.5% increase in property taxes which drops below the 3% safety net. She stated the 2010-11 budget will contain a 2.5% increase.

#### **Annual Work Plan 2010-11**

Don Horton explained that staff would conduct a review of each department's high priority projects and noted that the entire work plans for each department had been provided in the board report.

#### **Administration**

Don stated that in the next year the district will begin working on the accreditation process through the Commission for Accreditation of Park and Recreation Agencies (CAPRA). He explained how this two year process will provide an opportunity for the district to audit its policies and procedures against industry standards. Don stated the district has begun the Natural Step Program involving staff from all levels of the organization which will help to create a sustainability plan. Scott Asla stated that he could see some benefit in the future as an outreach opportunity perhaps in the form of a district program that could be offered to small businesses. Lindsey noted that the district is also working with the Environmental Center and the school district in the Natural Step process and she anticipates that as a team we will all figure out how to reach out to the entire community.

#### **Finance**

Lindsey Lombard identified the finance department's primary goal in the upcoming year is to keep the district healthy and strong financially. She stated that staff will continue to conduct strong analysis to provide the board and staff

with current financial information. She shared her appreciation of the board's work on the Capital Improvement Plan process and how that has helped the organization and her department. She stated she looks forward to that type of feedback in the future. Scott Wallace asked about the Pricing Pyramid for the coming year. Lindsey stated she does not anticipate a lot of change in the Pricing Pyramid for the next year. She explained that in consideration of the economy any significant change in fees might not be the right time, and the updates of the Comprehensive Plan, Strategic Plan and evaluation of recreation programs needs to occur before any significant future work is to be done on the Pyramid Pricing. Don noted that we have been using the Pricing Pyramid in its draft form, particularly at JSFC and with special events. He stated that modest fee adjustments will continue to be implemented from year to year. He stated that he anticipates the recreation department will be implementing the Pricing Pyramid by the end of the year.

### **Human Resources**

Theresa Albert identified priorities for Human Resources as an update of a compensation and classification study, redevelopment of new employee orientation, supervisor training and training on district policies.

### **Community Relations**

Jan Taylor reviewed priorities for Community Relations including conducting a public perception survey, fostering advisory groups, developing strategies to meet CAPRA standards, building on the district's Facebook and Twitter following, an update to the district's website, and creation of a new community event designed to promote the district's brand, programs and services.

### **Park Services**

Ed Moore identified priorities for park services including expanding work on the goose management program, partnering with the Deschutes County Sheriff to provide police services at Shevlin, Big Sky and Pine Nursery parks, developing a district-wide emergency plan, update of the Asset Management Plan, completion of a preventative maintenance program, work with the Energy Trust of Oregon to audit district facilities, and completion of work with the city of Bend to develop a best practice water use plan.

The work session was recessed at 6:30.

### **EXECUTIVE SESSION**

Chair Scott Wallace convened an executive session at 6:40 pm 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 conducting the Executive Director's performance review.

### **REGULAR MEETING**

Chair Scott Wallace called the regular meeting to order at 7:05 pm.

### **VISITORS**

Doug Knight, Vice-Chair, Bend Paddle Trail Alliance (BPTA), addressed the board regarding the Colorado Street Dam project. He cited his previous recommendation to the board regarding a partnership between BPTA and the district, Upper Deschutes Watershed and others to fund the project. He stated he had requested a meeting between the stakeholders to begin some preliminary planning so that BPTA could continue to move forward with its efforts and to date the meeting has not been scheduled. He requested that communications stay open so we ensure the project continues to move forward. He stated he had received information that \$201,000 had been found in the district's 2010-11 budget to fund the final engineering design; however, he has yet to hear formally this money has been earmarked for the project. He stated he is here at the request of his board to ensure that communications remain open, and he would like to take some sort of update to the board. Don Horton stated he did not recall receiving a request for a meeting, and to clarify the funding, staff would be requesting \$200,000 in the upcoming budget which the board and budget committee would review in May with adoption scheduled for the first meeting of the board in June. He explained the funds requested are scheduled to be used for design and engineering.

## **CONSENT AGENDA**

**Minutes – March 2, 2010**

### **Adopt Resolution No. 322, Board Operations, Procedures, Training & Orientation Manual**

Ted Schoenborn moved to approve the consent agenda. Ruth Williamson seconded the motion. Ted Schoenborn, Ruth Williamson, Scott Asla, George Thayer and Scott Wallace all voted aye. Motion passed.

### **Public Hearing & First Reading of Ordinance No. 9, Park Rules & Regulations**

Ed Moore provided a staff report reviewing the process of revising and updating the Park Rules & Regulations. He noted that the rules and regulations are now consistent with the city code language which allows local law enforcement to issue citations for violations of the rules and regulations.

Chair Scott Wallace opened a public hearing to receive comment regarding the proposed Ordinance No. 9, Park Rules & Regulations.

Ray Woodmansee addressed the board. He stated he is in support of tobacco free parks.

David Visiko thanked the board for developing a policy that hopefully will protect people from second-hand smoke. He stated he thinks this is a very healthy and proactive step towards creating a healthier community. He stated when we design our park system we think of them as a healthy place and people use parks for relaxation and fitness. He cited the positive role modeling for our youth the policy will support.

As there was no further comment, Chair Scott Wallace closed the public hearing.

George Thayer stated he is for banning tobacco in the parks and suggested that sometime in the future a compromise could be considered to provide smoking areas that are not located near play areas or where children are present. Don Horton noted the boards' previous discussions regarding providing smoking areas and the decision against that option. He added that it is important to recognize that the proposed ban on tobacco use in the parks came from the Tobacco Free Alliance and Bend 2030. He reminded the board the first proposal from Tobacco Free Alliance was received in 2003 at which time the proposed language allowed event organizers to ban tobacco products which was followed by the Bend 2030 process that resulted in the ban of tobacco products on all public property. Scott Asla stated he has no problem with banning smoking in the parks, but he is concerned about the rights of those who use a legal product in the form of smokeless tobacco. He stated he thinks there are some other ways to go about educating the public rather than making a law. Ted Schoenborn stated that it is not just smoking that is unhealthy as the chewing tobacco has been proven to contain carcinogen. He stated the point of this language as approved previously by the board is that we are in the business of promoting healthful behaviors and activities, and to allow or encourage the tobacco use on district properties, when most of the other campuses in this community do not allow it, is really inconsistent with what exists presently in the community. Scott Asla stated he is in favor of promoting, but not dictating. He stated the parks are district properties as well as the community's property and smokeless tobacco users are taxpayers also. He stated it is not necessarily his personal beliefs, but he has been approached by a number of community members and he would be remiss if he did not voice their concerns. Ruth Williamson reminded the board that in addition to adopting the actions of the Bend 2030, those actions were informed by contributions from one out of seven community members so a huge representation of our community showed identified smoking in public areas as something they did not want to continue. She stated that in the same way that the district takes the lead around sustainability, the district should lead in this area. She stated that the civil liberties argument is inconsistent with prevailing public opinion around smoking and tobacco products. Scott Asla agreed that smoking does have an impact on the public, but use of smokeless tobacco does not. Ruth stated that she believes we are well within the realm of public support which has gotten more prevalent. She stated she thinks it is the right thing to do and we need to be looking at the standard we are setting for our children. Scott Asla stated the use of smokeless tobacco is a personal right and the district does not have the right to ban that use and we are taking away the inclusive opportunities for those citizens to use our trails and parks. Ruth stated we are making our public spaces safe, wholesome and inclusive for everyone and that is why we have leash ordinances, and the reason we try to segregate uses to the best of our ability. Scott Wallace stated it is apparent the board is in agreement with the message is that tobacco is not part of a healthy lifestyle and the district is involved with providing

recreational opportunities and programs to support whatever people decide is healthy for them. He stated dividing this into different shades of gray is probably not what the ordinance is about. He stated he would entertain a motion to ready by title only Ordinance No. 9, Park Rules & Regulations. Ted Schoenborn moved to conduct the first reading of Ordinance No. 9, Park Rules and Regulations, by title only. Ruth Williamson seconded the motion. Ted Schoenborn, Ruth Williamson, George Thayer and Scott Wallace all voted aye. Scott Asla voted no. Motion passed. Scott Wallace noted the second reading and adoption of Ordinance No. 9 would be conducted at the May 4 board meeting.

### **Annual Work Plan Presentation (carried over from work session)**

#### **Recreation Department**

Sue Jorgenson presented the annual work plan for the recreation department. She identified priorities as continuing to maintain core programs and services, update the joint facility use agreement with Bend La-Pine schools, revision of the recreation services portion of the comprehensive plan, development of five-year goals for the recreation department, revision of the recreation program development process, collaboration and statewide networking to address childhood obesity and the No Child Left Inside initiative, and analysis of recreation programs using information collected from the new registration software system.

#### **Planning & Development**

Bruce Ronning reviewed priority projects of the annual plan as revision to the comprehensive plan and strategic plan, leading the CAPRA process, developing a district sign program, follow-up with the Bend UGB remand, and a revision of the Pine Nursery master plan. He identified development projects including the East Pilot Butte neighborhood park, Columbia Park renovation, the Pacific to Pioneer river trail, extension of the Larkspur Trail and the COID wetlands trail. He also reviewed planning and design projects and development programs including construction of Ponderosa Park Phase I, Hillside Park renovation, a new neighborhood park, and construction of the Coyner Trail and the north parkway extension.

### **BUSINESS SESSION (continued)**

#### **Accept Brooks Resources Gift**

Bruce Ronning reviewed background information provided in the board report and explained the process leading up to the Brooks Resources donation of North Rim Common Lots, P, O and F that combine for 28.1 acres. He stated the donation will accrue to the existing Archie Briggs Canyon Natural Area, bringing the total area to 35.7 acres. He provided maps of the location of the property to be gifted to the district. Scott Asla moved to accept the Brooks Resources donation of North Rim Common Lots P, O and F. Ted Schoenborn seconded the motion. Scott Asla, Ted Schoenborn, Ruth Williamson, George Thayer and Scott Wallace all voted aye. Motion passed. The board expressed their appreciation to Brooks Resources for the generous gift.

#### **Appoint Budget Committee Member**

Lindsey Lombard explained that one of the previously appointed budget committee members would not be able to attend the first budget meeting due to a change in his schedule. She stated that following discussions with Scott Wallace it was determined that another appointment would be necessary, and the recommendation is to appoint Bill Reinking to serve a three year term. Ted Schoenborn moved to appoint Bill Reinking to replace Broc Stenman to serve on the Bend Park and Recreation District's Budget Committee for a term of three fiscal year budget processes, beginning with the 1020-11 fiscal year budget process. George Thayer seconded the motion. Ted Schoenborn, George Thayer, Scott Asla, Ruth Williamson and Scott Wallace all voted aye. Motion passed.

### **EXECUTIVE DIRECTORS REPORT**

Don Horton reminded the board of the Budget Committee tour scheduled for Wednesday, April 14, 10:00 am to 2:00 pm.

Don Horton suggested canceling the May 18 board meeting in light of the scheduled budget meetings on May 10, 12 and 17. The board agreed to cancel the May 18 meeting.

Don Horton reported that 160 students from High Desert Middle School will be touring the district administration building as part of their Earth Day program.

Don Horton referred to the Bend Heroes Memorial Plaza and explained the veterans sold bricks to raise funds for the project which was very successful resulting in additional funds held by the foundation for future engravings and maintenance needs of the plaza. He reported that he has received a proposal from Dick Tobiason who has created a nonprofit organization for veteran causes. He stated the first project is a proposal to install signs along Highway 97 all the way through Oregon designating it as a veterans' highway. He stated the organization is looking for fund raising opportunities for the projects and would like to continue to sell bricks at the Bend Heroes Memorial plaza to fund other veteran projects. Don stated the district has not used district property in the past to support projects outside of Bend or Deschutes County. He explained he is looking to the board for direction as to how to proceed with the proposal. The board briefly discussed the proposal and determined the need to allow for additional time to evaluate the request.

**GOOD OF THE ORDER**

Ruth Williamson announced that she will be working with Trust for Public Lands on the Greenprint Plan project.

Ted Schoenborn stated the City Club of Central Oregon will be meeting Thursday, April 22, with a presentation regarding the Oregon perspective of the No Child Left Inside initiative. He urged board members and staff to attend this event.

As there was no further business, the meeting was adjourned at 8:10 pm.

The executive session was reconvened pursuant to ORS 192.660(2)(i) for the purpose of conducting the executive director's performance review. The executive session was concluded at 9:10 pm.

Prepared by,

Paula Lowery  
Executive Assistant

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Scott Wallace, Chair

\_\_\_\_\_  
George Thayer, Vice-Chair

\_\_\_\_\_  
Ted Schoenborn

\_\_\_\_\_  
Ruth Williamson

\_\_\_\_\_  
Scott Asla

## **BOARD AGENDA COMMUNICATION**

**AGENDA DATE:** April 20, 2010

**SUBJECT:** Purchase of the MacFarlane Property

**STAFF RESOURCE:** Don Horton, Executive Director  
Bruce Ronning, Planning and Development  
Director  
David Crowther, Business Manager

**PREVIOUS BOARD ACTION:** The board directed staff to tender an earnest money offer on the MacFarlane Property for the purpose of future neighborhood park development during their April 6, 2010 Executive Session.

**ACTION PROPOSED:** Authorize Executive Director to complete the purchase of the MacFarlane Property

### **BACKGROUND**

The McFarlane property is located at 1630 NE Butler Market Road, across the North Unit Canal from the district's Canal Row Natural Area. The 2.37-acre parcel can meet the need for a future park in Service Area 5 (SA5) that was identified in the 2008 Neighborhood Park Plan. There are currently no district facilities within SA5, the nearest being Stover Neighborhood Park over ½ mile to the south across Butler Market Rd. which is an arterial street and a service area boundary. Pine Nursery Community Park is approximately one mile to the northeast. Substantial new residential development has taken place in SA5 resulting in very few remaining parcels suitable for a park. As part of the offer on this property, the district is doing a level one environment assessment and a boundary survey.

### **STAFF RECOMMENDATION**

Staff recommends the board approve the purchase of the property located at 1630 NE Butler Market Road for \$275,000 subject to the environmental assessment.

### **BUDGETARY IMPACT**

SDC funding for neighborhood park acquisition is included in the adopted 2009-10 Budget.

### **MOTION**

*I move to approve the purchase of the MacFarlane property located at 1630 NE Butler Market Road for \$275,000.00 contingent upon a satisfactory level one environmental report.*

### **ATTACHMENT**

None

**BMPRD Board of Directors  
Calendar  
2009-10**

*\*This working calendar of goals/projects is intended as a guide for the board and subject to change.*

**May 4**

- ◆ Goose Management Plan update
- ◆ Hollinshead Master Plan
- ◆ Adopt 2010-11 SDC Fee Schedule – *board action/resolution*
- ◆ Park Rules & Regulations – *public hearing & 2nd reading of the ordinance – board adoption*

**MAY - BUDGET MEETINGS**

**May 10, 12, 17**

**May 18**

**Cancelled**

**June 1 & 15**

- ◆ Adopt budget – *board action/resolution*
- ◆ Access Study – *work session*
- ◆ Pilot Butte Neighborhood Park contract – *consent agenda*
- ◆ Columbia Park contract – *consent agenda*
- ◆ Registration update

## **RECAP OF BOARD MEETINGS/ACTIONS**

### **July 7, 2009**

- ◆ Annual Work Plan – year end 2008-09 and review 2009-10
- ◆ Comprehensive Plan Amendments discussion
- ◆ Proclamation designating July as National Park & Recreation Month
- ◆ Election of Board officers

### **July 21, 2009**

- ◆ Comprehensive Plan Review – 2, 3, 4 & 8
- ◆ Greenprint Plan update
- ◆ Community room public use
- ◆ Board received copy of Goose Management Plan

### **August 4, 2009**

- ◆ Received information regarding SDC deferral request
- ◆ Received information regarding proposed social marketing program
- ◆ Approved amendment to District Values – adding “safety”

### **August 18, 2009**

- ◆ Received information regarding proposed social marketing policy
- ◆ Discussed proposed SDC deferral program

### **September 1, 2009**

- ◆ Review of Comprehensive Plan, Chapters 1, 2, 3
- ◆ Consideration and approval of Pilot Butte Park State Park MOU
- ◆ Adopted Resolution No. 316 – Social Media Marketing Program

### **September 15, 2009**

- ◆ Received proposed Waterfowl Management Plan
- ◆ Received dog park update

### **October 6, 2009**

- ◆ Received registration and reservation system update
- ◆ Received financial update
- ◆ Reviewed Comprehensive Plan amendments – Chapter 6
- ◆ Discussed planning for a Board Retreat
- ◆ Received an update on the JSFC renovation

### **November 3, 2009**

- ◆ Mirror Pond update
- ◆ Park Resource Officer update
- ◆ Fuel Program proposal – presentation and approval
- ◆ Waterfowl Management Plan – received public comment
- ◆ Approved Resolution No 317, Bend Heroes Memorial Criteria

### **November 17, 2009**

- ◆ Received Emergency Access Plan information
- ◆ Review of annual work plans

### **November 30, 2009**

- ◆ Board Workshop

### **December 1, 2009**

- ◆ Received and approved Peace Pole Proposal for Pacific Park
- ◆ Approved Resolution No. 318 in support of Deschutes County Noxious Weed Ordinance

### **December 15, 2009**

- ◆ Received financial forecast
- ◆ Received SDC fund forecast
- ◆ Reviewed SDC Resolution No. 312 – SDC fee setting
- ◆ Follow-up of Board workshop

### **January 5, 2010**

- ◆ Discussed 2010-11 SDC fee schedule
- ◆ Discussed CIP prioritization
- ◆ Accepted Financial Audit
- ◆ Accepted report & preliminary design – Colorado Street Dam project

### **January 19, 2010**

- ◆ Received budget committee applications
- ◆ Update on new registration system
- ◆ Update on goose management plan
- ◆ Discussed CIP prioritization
- ◆ Received Board Rules of Order and Operational Procedures
- ◆ Approved PERS State & Local Government Pool Resolution No. 319

### **January 21, 2010**

- ◆ Joint meeting with City Council, County Commission and Bend La Pine School Board

### **January 29, 2010**

- ◆ Board Workshop – CIP Prioritization

### **February 16, 2010**

- ◆ Received Columbia Park renovation update
- ◆ Received Special Recreation Program update
- ◆ Discuss Capital Improvement Plan (CIP) prioritization
- ◆ Considered Budget Committee appointment process
- ◆ Approved Resolution No. 320 rescinding PERS Resolution No. 319
- ◆ Received Volunteer Program update

### **March 2, 2010**

- ◆ Discussed long-range CIP – 6-10 years
- ◆ Discussed Board Rules of Order & Operational Procedures
- ◆ Reviewed revised Park Rules & Regulations
- ◆ Received results of customer survey
- ◆ Appointed two Budget Committee members
- ◆ Approved Sales in Parks and Partnership policies
- ◆ Approved Columbia Park design

**April 6, 2010**

- ◆ Received long-term financial forecast
- ◆ Reviewed draft of 2010-11 Annual Work Plan
- ◆ Adopted Resolution No. 322, Board Operations, Procedures, Training & Orientation Manual
- ◆ Conducted public hearing & first reading of Ordinance No. 9, Park Rules & Regulations
- ◆ Accepted gift of property from Brooks Resources
- ◆ Appointed Budget Committee Member