

**Bend Metro Park & Recreation District  
Board of Directors  
Executive Session & Regular Meeting  
June 1, 2010**

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

**STAFF PRESENT:** Don Horton, Bruce Ronning, Lindsey Lombard, Ed Moore, Wayne Smith, and Paula Lowery.

**LEGAL COUNSEL:** Sharon Smith.

**MEDIA:** None.

**VISITORS:** Michael Graham.

**EXECUTIVE SESSION**

Chair Scott Wallace convened an executive session at 5:30 pm pursuant to ORS 192.660(2)(e) for the purpose of discussing real property transactions.

**REGULAR MEETING**

Chair Scott Wallace called the regular meeting to order at 7:00 pm.

**STAFF PRESENTATION**

Joey Shier, Therapeutic Recreation Intern, addressed the board. He stated he is from Grand Rapids, Michigan, a therapeutic recreation major at Grand Valley State University, and came to Bend to do his field work internship. He stated he is looking forward to the experience and happy to be a part of the organization.

Maggie Brown, Therapeutic Recreation Intern, addressed the board. She stated she is from Chicago, Illinois, and attends Western Illinois University. She stated the internship is her final coursework to complete her major. She stated she is excited to be here and Bend is a gorgeous town.

Brendan Kolwicz, Therapeutic Recreation Intern addressed the board. He stated he is from Cleveland, Ohio, and will have earned his degree with the completion of the internship. He stated the interns really appreciate the summer intern house as it contributes to their ability to participate in the internship program.

**CONSENT AGENDA**

**Minutes – May 4, 2010**

**Ratification of Budget Committee Minutes – May 10 & 12, 2010**

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

**Public Hearing – FY 2010-11 Budget**

Chair Scott Wallace convened a public hearing to receive comment on the FY 2010-11 budget. No comment was offered and the public hearing was closed.

## **Adoption of FY 2010-11 Budget**

Lindsey Lombard reviewed proposed changes to the budget noting that none exceeded the 10% allowed by budget law to be implemented and approved by the board. She explained that due to changes in scheduling \$49,500 is being carried over from 2009-10 in the Facility Reserve Fund for the Columbia Park renovation project, and \$47,700 from current year estimates in the SDC Fund for the Pilot Butte Neighborhood Park project. She stated there are no changes to the projects, rather that the carryover is necessary due to the timing of the permitting and contracting for the projects. She identified a decrease in the personal services in the Recreation Services Fund in the amount of \$41,340, related to the reduction of one full time staff. She stated because there is less expenditure in the Recreation Services Fund, staff is proposing reducing the transfer from the General Fund into the Recreation Services Fund by that same amount. Lindsey stated that an increase in personal services in the General Fund is proposed in the amount of \$9,370 related to the addition of one part time staff. She stated an increase in the transfer out to the Facility Reserve Fund is proposed in the amount of \$31,970. Scott Asla asked if there is an option to transfer \$10,000 of that money to the scholarship fund. He stated his concerns regarding the amount budgeted for scholarships not being adequate. Lindsey recommended waiting to see how the Recreation Services Fund ends the year. She stated that there is a contingency fund available and a supplemental budget could be done next year to transfer additional funds for scholarships, if necessary. She added that staff will be evaluating the scholarship program and determine if some changes can be made to continue to provide for the greatest number of people. Ruth Williamson moved to adopt Resolution No. 324, adopting the budget and making appropriations for fiscal year 2010-11. George Thayer seconded the motion. Ruth Williamson, George Thayer, Ted Schoenborn, Scott Asla and Scott Wallace all voted aye. Motion passed. Scott Asla moved to adopt Resolution No. 325, imposing and categorizing taxes for fiscal year 2010-11. Ruth Williamson seconded the motion. Scott Asla, Ruth Williamson, George Thayer, Ted Schoenborn and Scott Wallace all voted aye. Motion passed.

## **2010-2015 Capital Improvement Plan**

Lindsey Lombard referred to the proposed Capital Improvement Plan (CIP) provided during the budget process. She noted the board had spent a significant amount of time and effort in preparing the CIP and identifying priorities. She recommended the board adopt the CIP and explained that it is required as part of the SDC program. Scott Wallace referred to his participation with the citizens group and the board's extensive evaluation of the CIP, and stated that their work was much easier due to the efforts of staff and use of enhanced technology. Lindsey stated that staff greatly appreciated the efforts of the board in developing the CIP and defining a prioritization of the plan. George Thayer stated that he felt staff responded to the reality of the economy and how we can more wisely spend taxpayers' money. Ted Schoenborn stated he thought the process worked very well in developing the priorities so the CIP does represent a consensus about what the staff and board believe to be the important things to do next. Ruth Williamson moved to adopt Resolution No. 326, Adopting the 2010-2015 Capital Improvement Plan and Exhibit A: the 2010-2015 Capital Improvement Plan. George Thayer seconded the motion. Ruth Williamson, George Thayer, Ted Schoenborn, and Scott Wallace all voted aye. Motion passed.

## **EXECUTIVE DIRECTORS REPORT**

Don Horton shared a report on the results of the new online program registration system. He stated that the use of the online service was highly successful, although revenue is down approximately 20%. He stated that staff will monitor revenues very closely, and if they remain down some adjustments will need to be made.

Don Horton reported that staff is tentatively planning a grand opening of the Pine Nursery for July 31. He noted that confirmation of this date is contingent upon Senator Wyden being able to attend the event, and the board will be kept apprised of the specifics of the event.

Don Horton reported that a ribbon cutting event for the extension of the Pioneer Park Trail is tentatively planned for August.

**GOOD OF THE ORDER**

Ted Schoenborn reported on the open house held to celebrate the accreditation of the Bend Senior Center. He stated he believes it is a real credit to the district to have Deb Craiger who was also involved with the accreditation of the first senior center in the state to achieve this distinction.

George Thayer complimented staff for finding ways to save money and develop sustainable practices.

Scott Asla shared his concern for the residents of the community that can't afford district services and the need for scholarship funds.

Don Horton reminded the board that board officer elections are scheduled for July 6.

As there was no further business the meeting was adjourned at 7:38 pm.

Prepared by,

Paula Lowery  
Executive Assistant

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Scott Wallace, Chair

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George Thayer, Vice-Chair

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Ted Schoenborn

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Ruth Williamson

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Scott Asla