



Board of Directors

Agenda & Reports

July 20, 2010

**Bend Park and Recreation District
Board of Directors**

July 20, 2010

5:30 PM Work Session

7:00 Business Session

**District Office Building
799 SW Columbia
Bend, Oregon**

PLEASE NOTE:

**Access to the District Office Building for this meeting will be from
Colorado Street to Columbia Street due to a Cascade Cycling event**



5:30 PM WORK SESSION

1. Pacific Park building lease
2. Public awareness and perception survey
3. Web site park map
4. Review of 2010-11 Board calendar

VISITORS

Work sessions are scheduled for the board to receive and discuss information regarding district operations, projects, and planning to aid in their decision-making process. The board can choose to accept comment on work session agenda items at the end of their discussion. The chair may ask for comment from visitors at the appropriate time. Please state your name and address and limit your comments to three minutes in the interest of allowing the board to complete their work session agenda.

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

5. Minutes – July 6, 2010
6. Accept soccer uniform bid

BUSINESS SESSION

7. Approve lease agreement – Pacific Park building (see item #1 – work session agenda)

EXECUTIVE DIRECTOR’S REPORT

BOARD MEETINGS CALENDAR REVIEW

GOOD OF THE ORDER

ADJOURN

BOARD AGENDA COMMUNICATION

AGENDA DATE: July 20, 2010

SUBJECT: Lease agreement for office building at 200 NW Pacific Park Lane

STAFF RESOURCE: Don Horton, Executive Director
David Crowther, Business Manager

PREVIOUS BOARD ACTION: Authorized Executive Director to negotiate a lease with Cascade School of Music for 200 NW Pacific Park Lane. Pulled lease from July 6, 2010 board meeting and requested more information from staff.

ACTION PROPOSED: Approve lease agreement for office building at 200 NW Pacific Park Lane

BACKGROUND

Staff has been working with the Cascade School of Music on a lease agreement for the old district office building located at 200 NW Pacific Park Lane. With direction from the board, a monthly lease amount was agreed upon and other terms of the lease have been developed.

Cascade School of Music is hoping to make the necessary renovations to the building and be ready for business on September 1, 2010. Cascade School of Music has a conditional use permit application with the city asking for approval to use the building for a music school.

At the July 6, 2010 board meeting the district received comment from three individuals who raised concerns about the lease of the office building at 200 NW Pacific Park Lane. At the July 6th meeting the board requested that the lease agreement be removed from the agenda until further clarification could be provided to the board regarding the concerns brought forward by the individuals.

Attached for board review are two emails that address these concerns. An email from Don Horton discusses the term of the lease; the land area available for park and building purposes; the building area to be leased exclusively; the parking area would be shared use; and the park available for public use. The other email from Howard Friedman discusses how the district arrived at its decision to lease the building to Cascade School of Music.

Legal counsel has re-drafted the lease agreement which is attached for board review.

STAFF RECOMMENDATION

Staff recommends approval of the lease agreement with Cascade School of Music.

BUDGETARY IMPACT

The district's General Fund will receive the monthly lease revenue of \$1,500, escalating annually.

MOTION

I move to approve the lease agreement with the Cascade School of Music for the office building located at 200 NW Pacific Park Lane, pending final legal review.

ATTACHMENT

Don Horton Email

Howard Freidman Email

Lease agreement (separate attachment)

From: Don Horton
Sent: Monday, July 12, 2010 12:44 PM
To: 'abruckner@bendcable.com'; 'enchantedforest@coinet.com'; 'rogerontheriver@hotmail.com'
Cc: Bruce Ronning; Dave Crowther; Lindsey Lombard; 'Howard Friedman'
Subject: FW: old headquarters

Hi Allan, Roger and Mike:

First Allan, thank you for sending us this email prior to the board meeting that occurred July 6. I would have been the best person to respond to your concerns; however, I was out of town during that meeting and would like to address them now. I attempted to call you last week and got the voice recording from Ann. I am not sure if this is your number so I am responding by email.

1. I completely agree with your comment about the value of riverfront property for public use. In district surveys, the community continually asks for additional riverfront space. Our efforts to acquire and develop Riverbend Park, Farewell Bend Park and other properties is a testament to how the community uses and values these properties.
2. I am unaware of any agreement that the District would raze the building once a new headquarters was built. There is a deed restriction on the property between the city and district. I consulted with the city about this and they agreed that as long as the revenue continues to further park and recreation a lease is acceptable use of the property. However, our long term use of the property is not to lease it to a non-profit or to anyone else. Later this year we'll be doing a master plan for the site to determine its more permanent future use. We had hoped to master plan the entire area from Newport to Portland Ave. including the PPL site, old Elks Lodge site, and park district site to assure we have adequate pedestrian and vehicular circulation, and that there is the proper mix of private and public uses throughout. However, PPL has decided to rebuild the transfer station at its current location and is no longer seeking to sell the site to a private developer.
3. I also agree that removal of the blacktop and building would greatly enhance the area and expand the use of the site as a park. However, if we remove the blacktop there will be no parking for the public which was a concern of yours. The organization we are negotiating with, Cascade School of Music, will use part of the parking, however, the parking is not for the exclusive use of the school. I will make sure that the lease agreement clearly states that parking is shared use. I also anticipate that less parking will be required by the school than was used by district administration staff which will allow for more parking by the public than existed previously. Having an office in that location for more than six years, I can also testify that the vast majority of the use of the park is from walk in traffic, not drive in traffic.
4. Our master plan exercise mentioned above will help us determine the amount of blacktop, if any, that needs to be removed, and what the park may be used for. In the district's Capital Improvement Plan (CIP) we have identified that master planning will take place this fiscal year, but that development is pushed out to years 6-10. It is also important to note that no funding has been identified for development, including

demolition of the building and paving. It is unlikely that any funding will be available for more than 6 years.

5. Originally the board wanted the lease to be for no more than 5 year because we thought PPL would sell their property and relocate the substation. At the time they were working with the city and a private developer to do just that. If this had happened, it would have opened a lot of possibilities for redevelopment. Since PPL has now decided to stay put, it limits what we can do to our site. I then proposed that the board extend the lease to a 7 year lease with three, one year options. Since returning from vacation I discovered a mistake in the lease language. It was the intent that either the district or school can out after year seven. This allows the district to lease the property until such time that money for renovation of the park may come available.
6. The district is not leasing the entire site. The 3.5 acres is the property size that the building sits on and includes the land under the water. The land portion of the site is 2.1 acres and will remain a park. I am also clarifying that the lease is exclusively for the building and that the school can use the turf/park area just like any other citizen and may not exclude anyone's use of the park.

I also want to respond to some of the comments made during the visitors' comments section of the board meeting.

1. The price of the Miller property is not \$4 million. It's \$1.8 million of which the district will pay \$750,000. The balance of the funds is coming from a Collins Foundation grant, State Parks local government grant program, and community fundraising.
2. We have had the facility inspected for PCBs in the past and found no evidence that PCBs exist. There is also no evidence that transformers were stored inside the building. The transformers and poles were stored on site and not in the building and were removed when the park was developed in the early-1970s. The site is within the WOZ overlay zone that does not apply here because we are not making any changes to the site other than inside the building. If we were making site alterations, then your assessment that we would need to comply with the WOZ Ordinance would be correct. To raze the building and paving would require a WOZ application.
3. The size of the site is not comparable to Pioneer. Pacific Park is 2.1 acres while Pioneer Park is 5.5 acres. The configuration of Pacific Park is also challenging in that it is very long and narrow compared to Pioneer which is more rectangular shaped. The reason I mention this is because if we were to think that Pacific could be a park similar in style and use to Pioneer, it won't. More than likely it will be more passive in nature without the amenities that exist in Pioneer.
4. Roger Fisher brought up a good point that access to the site is horrible. True. It was horrible for us for 30 years and we generated more traffic than will Cascade School of Music. The school is aware of the access limitations. They have no intention of making this their long term location and anticipate a capital campaign to build a new facility elsewhere. This would be a good issue to discuss with Dillon at CSM.

I have rescheduled this item for work session and a business session for July 20. In the work session, I will clarify some of the issues shared in this email, but I also would like the board to discuss long term use of the property to make sure this interim step is appropriate.

Feel free to call if you have any further questions or concerns.

Don
541.280.0475

From: Allan Bruckner [mailto:abruckner@bendcable.com]
Sent: Saturday, July 03, 2010 9:05 AM
To: 'board@bendparksandrec.org'
Subject: old headquarters

I wish to bring to your attention, and strongly disagree with, an action the District is apparently undertaking. I refer to leasing of the former district headquarters on the river in downtown Bend.

From my years of involvement with the City my recollection is that the city and the district have long agreed that when the district was finally able to move to a new headquarters that this old building would be razed and the blacktop removed to create a very nice three and a half acre riverfront park, at minimal cost.

We all know how limited and desirable and valuable riverfront land is. Now, apparently, even as the district is seeking to purchase additional very expensive riverfront land, it appears the district is also looking to divert its own riverfront land from public use to a use that will severely restrict its public use. i.e. if a private use goes in and uses the parking, the land adjacent to the river is very inaccessible to the public. The potential park becomes merely a 12-15' path. Plus, keeping all that blacktop is a terrible use for riverfront land.

Removal of this building and attendant black top would greatly enhance the riverfront and provide one more very attractive public area. Leasing it will certainly prevent maximizing public use for at least another decade. I cannot believe the public would approve of this action if they knew of it.

Is not the development of beautiful riverfront areas a priority of the District? Or is leasing desirable public property to a small private group equally important? Where else can you provide the public with a beautiful 3 ½ acre riverfront site for so little cost? Please reconsider leasing this structure and negating the value of this property. I believe to do so is totally inconsistent with the goals of the district and an affront to the public.

Dear Dave and Don,

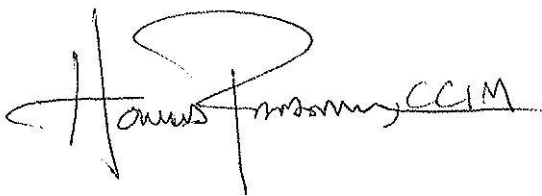
I understand that there was some recent opposition to the Park and Recreation District's plan to rent the old office to Cascade Community School of Music (CCSM). I am amazed, but not surprised that a few folks would voice a negative opinion, as it seems to me that everything you are proposing is a win-win for all parties, including the public. Here is my take in bulleted form, which you are welcome to paraphrase in any upcoming meetings, or if you would like me to ever speak on your behalf, I would be happy to do so.

- First, a bit about the state of the market. As you know, the old office has been vacant since July of 2009, over a year now. We originally priced it at well below the market rental rate for an office user, at \$.75 per square foot per month on a triple net basis, for a variety of reasons, but mostly so it would be a good deal for someone like a non-profit or governmental use. Even though the office is located adjacent to the downtown core's Central Business District, the office's RM (Medium Density Residential) Zoning restricts its uses to a very few, other than residential uses, and even then the building is not set up for a residential type use without a large investment of improvements. To use this building for a commercial use would almost certainly require a Conditional Use Permit (C.U.P.), putting another roadblock in the way of most prospective tenant's interest. Currently, according to our quarterly office vacancy report that we do at Compass Commercial, there is an approximately 20% office vacancy rate citywide. That means that there is nearly 500,000 square feet of vacant office in our current market. Even in our best years of office absorption, in 2005 and 2006, when over 100,000 square feet was rented throughout the year, this would equate to nearly a 5 year supply of office space, and currently, we are in a zero or negative absorption mode. In other words, in the best of times, it would have taken 5 years for all the current space to be rented, and presently, there is no telling when it will all be absorbed.
- We have shown the building to nearly 20 people in the year it has been vacant, but have not gotten any formal written proposals other than the one from CCSM. So although we have offered it at a very competitive rate, there is a list of seeming deficiencies that have prevented many of the prospects to pursue renting the building. Some of these include: the proximity to the swift river, in the case of a school that has small children playing outside, the power transmission plant adjacent to the building, the perceived lack of parking, especially without a written easement on Pacific Power's half of the back lot that would assure parking into the future, the amount of tenant improvements that could be needed depending on the use, the C.U.P. process, and the uncertain future of the building in general, and whether it may be torn down in the next 5 or 10 years.
- As far as the proposal now under scrutiny by CCSM, the fact that this is a community based non-profit organization should give credence to their tenancy in your building. With a mission statement of "The Cascade Community School

of Music provides quality music education programs for students of all ages and abilities. We offer small group instrumental instruction and ensemble programs that are effective, affordable and FUN!" I believe that they gel perfectly with what the Park and Recreation District's mission is: "To enhance the vitality of our community by promoting healthy lifestyles and enriching Bend's unique character with exceptional park and recreation services." It could certainly be argued that music instruction falls into the categories of healthy lifestyle and recreational services.

- Upon further discussions with you Don, I now understand that some of the opposition voiced was because the opponents thought that renting the building out could restrict the use of the entire park. As we discussed on Friday, we can certainly quell those fears by adding an Exhibit to the Lease that shows the 'Project' as just the building and parking areas, leaving the entire park and grassways adjacent to the building open for public use. I am happy to work with you on getting a site plan drawing and attaching that to the draft, as well as Paul's inclusion of some language on page 1, more particularly defining the Project area in 1.d. to exclude any landscaping areas.
- I know that Parks and Rec leases buildings they own to other entities as well. I believe you lease the building that the Boys and Girls Club is in for \$1.00 per year for 50 years. Are there other similar situations that could be cited, and what are those details? I think that information is pertinent to this situation.

Thanks again,

A handwritten signature in black ink, appearing to read "Howard" followed by some illegible scribbles and the letters "CCIM".

Howard

BOARD AGENDA COMMUNICATION

AGENDA DATE: July 20, 2010

SUBJECT: Public Awareness and Perception Survey

STAFF RESOURCE: Jan Taylor, Community Relations Manager

PREVIOUS BOARD ACTION: none

ACTION PROPOSED: none

COMMITTEE ACTION: none

BACKGROUND

In October of 2007, BPRD contracted with Bend Focus Market Research to conduct a scientifically valid Community Awareness, Attitude and Usage Survey. It is recommended in the district's Strategic Plan that a similar survey be conducted every two years as a tool to influence marketing, public relations and management decisions. Due to other budgetary priorities in 2009, staff chose to conduct a survey in 2010.

The 2007 survey objectives included:

- *Learn more about Bend residents' familiarity with BPRD;
- *Explore attitudes of Bend residents in regard to BPRD;
- *Uncover differences between users and aware non-users in perceptions and demographics;
- *Measure satisfaction levels among BPRD program users;
- *Establish a baseline for tracking changes in the future;
- *Provide direction to shape communications strategies for the district.

In developing the scope of work for the 2010 survey, staff is seeking board input on survey outcomes.

BUDGETARY IMPACT

none

MOTION

none

ATTACHMENT

none

BOARD AGENDA COMMUNICATION

AGENDA DATE: July 20, 2010

SUBJECT: Website Park Map

STAFF RESOURCE: Andie Lindgren, Marketing Manager

PREVIOUS BOARD ACTION: None

ACTION PROPOSED: None

BACKGROUND

The park map is one of the most accessed pages on our website. The map and the technology had become out of date. Google mapping has come a long way since the website was created five years ago. Over the last few months Andie Lindgren and Steve Jorgenson have worked with Alpine Internet to update the map. There are many new features to show you including a pull-down menu to find specific park features, a link with Google maps for directions and more. The content management system that it is created in allows staff to easily update new park features. Staff will demonstrate the new features.

STAFF RECOMMENDATION

None. For information purposes only.

BUDGETARY IMPACT

The cost of the updated map was \$3000.

MOTION

None.

ATTACHMENT

None.

BOARD AGENDA COMMUNICATION

AGENDA DATE: July 20, 2010

SUBJECT: Board Calendar

STAFF RESOURCE: Don Horton, Executive Director

PREVIOUS BOARD ACTION: None

ACTION PROPOSED: For Discussion Only

BACKGROUND

Following the adoption of the annual budget and the beginning of our new fiscal year, it is prudent to draft a board calendar that will help guide us through the next year. In order to help us identify those items that should be on the calendar, staff has provided a list of items derived from each department's annual work plan that will need board attention. This list had been assigned to the attached calendar.

The board should review the calendar to make sure we have captured the priorities, topics and projects that you would like to address over the course of the next year. If we have not adequately captured your expectations, we can discuss those at the board meeting for inclusion in the calendar and the annual work plan.

The calendar will be updated, provided in each Board Report, and appear on each Board meeting agenda for review throughout the year.

BUDGETARY IMPACT

Unknown

MOTION

For information and discussion only.

ATTACHMENT

2010-11 Board Calendar

**BMPRD Board of Directors
Calendar
2010-11**

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

August 3

Work Session

- ◆ Board meeting protocol discussion

Business Session

August 17

Cancel?

September 7 & 21

- ◆ Contract award: Pine Nursery water line
- ◆ Contract award: Colorado Dam paddle trail design
- ◆ Contract award: Larkspur Trail extension
- ◆ Contract award: Coyner Trail
- ◆ Contract award: Columbia Neighborhood Park construction contract
- ◆ Contract award: Taylor Field – Skyline Park
- ◆ Board adoption of Archive Policy (resolution)
- ◆ Codify personnel policies
- ◆ Ponderosa Phase I design – approval

October 5 & 19

- ◆ District sign program
- ◆ Pricing Pyramid adoption
- ◆ Update – Goose Management Plan
- ◆ Large community events update
- ◆ Old Bend Gym roof improvements update
- ◆ Public perception survey results
- ◆ Sustainability Plan
- ◆ Davis master plan – approval
- ◆ Contract award: Pine Nursery dog off-leash area
- ◆ Design contract award: First Street Rapids Bridge
- ◆ Update – 15-year Asset Plan

November 2 & 16

- ◆ Web site update
- ◆ Public Information Policy
- ◆ Rental/Special Use Permit Policy
- ◆ Board review of draft trails atlas
- ◆ Update – Recreation program development process

December 7 (1 meeting)

Work Session

- ◆ Annual Work Plan update

Business Session

- ◆ Kiwanis Park renovation design – approval
- ◆ New neighborhood park design – approval
- ◆ Update – trash cost analysis
- ◆ Accept financial statement audit

January 4 & 18

- ◆ CAPRA update
- ◆ CIP review & revision
- ◆ Joint meeting with foundation
- ◆ SDC fund & long-term financial forecast
- ◆ Communications marketing plan update
- ◆ Contract award: Ponderosa Park
- ◆ Receive Budget Committee applications

February 1 & 15

- ◆ Emergency Management Plan
- ◆ Procurement Policy
- ◆ Contract award: Kiwanis Park renovation
- ◆ Contract award: New neighborhood park
- ◆ Shevlin Park master plan – approval
- ◆ Update – energy audit with Energy Trust of Oregon
- ◆ Appoint Budget Committee member
- ◆ Program Guide changes

March 1 (1 meeting)

- ◆ Annual Work Plan 2011-12
- ◆ Budget Committee workshop
- ◆ Volunteer Program update
- ◆ Update – best practice water management – city of Bend

April 5 & 19

- ◆ Budget Committee tour
- ◆ Update – district-wide work order program
- ◆ Update – Recreation partnerships

May 3 (1 meeting)

- ◆ Budget Committee meetings – May 9, 11 & 16?
- ◆ Adopt 2011-12 SDC Fee Schedule
- ◆ Board elections

June 7 & 21

- ◆ CAPRA update
- ◆ Adopt 2011-12 Budget
- ◆ Approve Pacific Park Master Plan?

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

- BOARD PRESENT:** Scott Wallace, George Thayer, Ted Schoenborn, and Ruth Williamson.
- STAFF PRESENT:** Lindsey Lombard, Bruce Ronning, Wayne Smith, Ed Moore, Robin Laughlin, Sue Jorgenson, Andie Lindgren, Dave Crowther, Theresa Albert and Paula Lowery.
- LEGAL COUNSEL:** None.
- MEDIA:** None.
- VISITORS:** Mike Lovely, Michael Graham, Allan Bruckner, Roger Fisher and Bob Wenger.

WORK SESSION

Chair Scott Wallace convened a work session at 5:32 pm.

Prescription for Play

Wayne Smith explained that district recreation staff has been involved in various community groups working on community issues. He stated that a recent workshop was conducted by Terry Bergerson with the Oregon Park and Recreation Department describing a pilot program currently being administered in Portland identified as Rx for Play (Prescription Leverage for Active Youth). He noted that the workshop was attended by local pediatricians, Deschutes County Health Department, La Pine Park and Recreation District, Sisters Park and Recreation District, and St. Charles staff. He explained the goal of the program is to evaluate the effectiveness of a childhood obesity prevention/treatment model that combines brief physician-based physical activity counseling and prescription with referral to local park and recreation physical activity programs. Sue Jorgenson described how the program would be conducted beginning with a physician prescribing physical activity to those patients they have identified as children who fall into the obese category. She stated that staff is enthused by the interest shown by those who attended the workshop as well as the dynamics of combining the medical community and recreation field. She added that locally it is felt that it is important to include a nutritional component and that is being explored. Sue stated that there are a high percentage of low income families who have children who are in the obese category, and it is recognized that alternative funds will need to be secured to help support what the district is already doing. Wayne noted this presentation is to inform the board of the district's role in the program as it is being developed. He also cited the benefit of collecting data through this program and how the use of that data will help support the concept. The board expressed support for continuing with the development of the program.

Scholarship Program

Wayne Smith explained that the scholarship program is reviewed annually with a goal of providing the best service to our customers and at the same time giving consideration to the financial impact of the program to the district. He reviewed scholarship expenditures for 2009-10 and through May 2010. He noted that the majority of scholarship use occurs at Juniper Swim & Fitness Center. Wayne also reviewed funding sources for the program noting that alternative funding currently supports approximately \$100,000 of the

annual expenditures with the balance supported through General Fund subsidy. Wayne reviewed the scholarship eligibility guidelines and stated it is the same scale used by the school district lunch program which is revised annually on September 1. He stated that recreation staff has reviewed the current program policy and agrees that the program should continue to fund all eligible participants and eligibility guidelines are adequate. Wayne requested input from the board with regard to whether the program should focus on youth only, if limits should be imposed, and if district customers should be provided with an opt out option to help fund the program. The board expressed satisfaction with the current program and directed staff not to make any changes to the existing guidelines. The board also discussed how to get the most out of available funds and how to generate donations to the scholarship fund. Scott Asla suggested asking program contractors to contribute to the fund, perhaps in the form of a set number of scholarships to their own program. He also suggested providing a higher amount for kids. Scott Wallace stated that he would rather maximize the number of recipients that can benefit from the program, and the district should look into where we could tap into more resources. The board also discussed implementing an opt out component of the online registration and determined not to pursue that option. The board also expressed continued support of the existing scholarship program through the general fund and urged staff to continue to seek alternative funding to help support the increased demand for scholarships.

Hollinshead Master Plan

Robin Laughlin presented the proposed Hollinshead Master Plan. She reviewed the public process that resulted in the proposed components of the plan. She noted that more visible history of the site and interpretive trails were the most strongly supported features. She identified the off-leash dogs and large events at the barn as the most frequently mentioned issues of concern. Robin explained the final draft of the plan focuses on retaining much of the existing historic character while providing upgrades to allow for modern uses. She cited key elements of the plan as a permanent public restroom, picnic facilities, interpretive trail and signs, and off-site connections to surrounding trails and parks. Robin concluded the presentation noting that funding for implementing the plan has not been identified. Bruce Ronning explained the master plan is identified in the second five-year schedule of the Capital Improvement Plan. He explained the process for adopting the plan by resolution and stated the master plan is a recipe for components and gives some direction for parameters of improvements. The board complimented the plan and thanked Robin for her efforts with the project.

REGULAR MEETING

VISITORS

Allan Bruckner addressed the board regarding the proposed lease of the Pacific Park building. He referred to an email he had sent to the board and noted he had provided copies at this time. He stated his objection to leasing a riverfront park. He stated the whole park is more than a walking path and compared the size of the park to that of Pioneer Park. He stated the building could be torn down and the black top torn up and grass could be planted for probably \$100,000. He cited the Columbia Park project and stated the district would be putting in more than twice that much money at Columbia than a renovation of Pacific Park. He also referred to the district's plan to purchase the Miller Landing property for \$4 million which is ten times as much per acre just to buy it as it would be to develop Pacific Park. He stated that some people think the park board is totally neglecting the old town and downtown just to do stuff out in the new fancy area here. He stated to tie it up for ten years for the city to do something doesn't make sense. He stated there are probably PCBs in the building because it was a PP&L storage shed and he doesn't think the district should be leasing PCB property to any organization, especially one with kids. He stated the property probably has a deed restriction that restricts it to park use because PP&L gave that to the city years back and the city in turn gave it to the parks. He stated it appears to be in conflict with Bend Development Code 2.7.600 because he believes the land is in the Waterway Overlay Zone and if so, it has a riparian corridor boundary

of 30 feet and requires building setbacks of 100 feet. He stated it is probably governed by Areas of Special Interest in the city and very possibly in a flood plain. He stated he wants those things considered along with the memo he presented to become part of the official record. He stated he thinks there needs to be general discussion about these particular points.

Mike Lovely addressed the board regarding the proposed lease of the Pacific Park building. He stated that he agrees with Allan Bruckner. He stated we are the Bend Park and Recreation District, not the Bend Park and office leasing business. He stated it is an ideal piece of property and after the administrative offices moved, he wondered what would happen to it. He stated he thought that would be another neat park, and with the code changes, anything new that happens there probably won't be allowed to happen. He stated this would be a good opportunity for another park and as small as it would be, it would still be accessible. He stated more people move here for the amenities that we have and there is enough other office space available that people can use. He stated it would be a real travesty and the building is not a historical building. He stated he would like to see it stay as a park and it would cost a lot less money and it would benefit a whole lot more people.

Roger Fisher addressed the board regarding the proposed lease of the Pacific Park building. He stated he agrees with Allan Bruckner, although he is in favor of the Miller Landing purchase. He stated he has been involved with the Cascade Community School of Music as a student and supporter and he thinks it is a lousy location for them. He stated access in and out of there is horrible; turning left off of Portland Avenue is a mess. He stated it is a wonderful piece of property for a park; it is part of the park district now and he thinks it should be done that way. He stated that this is not the best time to be selling real estate, and if you want to sell it to capitalize something else, there may be ways that you could do that, although the zoning restrictions may confuse that issue. He stated he does not think he would give anybody a ten-year lease at this point in time with the way property values are, and lock yourselves up into a situation where you can't develop this for a park or sell it or liquidate it. He stated it is not advantageous to tie something up for 10 years when you are at the bottom of a cycle and coming out.

Ruth Williamson asked if staff could clarify some of the information that might be shaping their opinion of the project. Dave Crowther explained that the district had embarked on the leasing option approximately one year ago. He stated the property was listed with Commercial Compass Realtors for the purpose of leasing the building only. He stated the park will remain as it is and open and available to the public. He stated that Cascade School of Music was the only group that showed a serious interest in the building and made an offer. He explained they are a nonprofit organization that is trying to relocate to improve their program. He stated they felt this facility would work for them as it is larger than what they have now. He stated the school has applied with the city for a conditional use permit, however, if they are not successful the lease won't move forward. Bruce Ronning clarified the Pacific Park property is listed as 2.1 acres in the park atlas and he believes there is some error in the county's record which will be looked into following Steve Jorgensen's return from vacation. He stated the conditional use permit is regarding the building alone, not the entire park. He stated the realtor's flyer could lead one to believe that the entire park is involved and it does characterize the size of the property as 3.5 acres. Bruce stated this action is not subject to Waterway Overlay Zone review. He explained the only thing that would trigger that review would be a proposal for a new structure or building; internal remodeling to existing structures do not come under the Planning Commission's review and the Waterway Overlay Zone. He stated it is not a river ASI and has no ASI restriction. Bruce stated the Miller Landing purchase is \$1.8 million.

Ruth Williamson stated that as the board was presented with the opportunity to negotiate this lease felt to her to be a prudent and appropriate use of the property as there has been no funding designated, nor do we see any in the next five-year window at minimum for the enhancement or redevelopment of Pacific

Park. She stated there has been no discussion before the board as to what the long-term use for that property will be. She stated a lot of it hinges on what might happen with the Pacific Power station and the dam. She stated we have a nonprofit that is the only organization that has expressed any interest in leasing the property that has been available since the district undertook this particular project. She stated we negotiated a lease that felt fair, prudent and responsible. She stated it is not a long-term lease and she thinks it is good use of the space for the foreseeable future, and when the lease is up we will consider the timing and see if we go forward or not. She stated it is very difficult for the district to fund built structures as we cannot apply SDC fees; we have to use general funding for that kind of purpose. She stated we are holding that building in the event we may see some need for programming space to support some of our other programs.

George Thayer stated we all want to preserve riverfront for the public which is in everyone's interest. He stated no money has been designated for tearing the building down or doing anything with it and the idea of having a nonprofit in there is to maintain the structure so it doesn't deteriorate which would cause bigger problems. He stated if they invest \$50,000 to rehab the building they will want some guarantee that they will be able to use it for more than three or five years. He stated the idea is that this a nonprofit that is going to maintain the building so there is no cost to the district for maintenance and in the meantime we can figure out what we are going to do in the longer term.

Scott Wallace stated he doesn't think the district is becoming a landlord and he believes a lot of the discussion hinged on the long-term master planning of that whole section of the river and the uncertainty with regard to what PP&L was going to do with the power station. He stated the board considered the question of generating some revenue from what is otherwise a vacant building that would be subject to transients, vandalism, etc. He stated he does not know if the issue of hazardous materials in the building is an issue as we had our staff working in there for decades. He asked for clarification regarding the terms of the lease. Dave Crowther explained the lease is for five years with five one-year options to renew and the district has the ability to back out on the one-year options. He stated the district may have to pay back a percentage of the school's investment in the building if the option to back out is exercised. He added that the district is a partner in some respects with Cascade School of Music in that we are offering programs in conjunction with the school.

Scott Asla stated that the board has not identified any plans within the five-year CIP for Pacific Park, and if it is determined to do something within the next five years, the option to back out of the lease is provided. He stated it is not anyone's intention to back away from the park.

Ted Schoenborn stated that based on the fact that we don't know what PP&L is going to do, we want to master plan the whole area including the dam and substation. He stated that at the time that decision is made is the time the district would want to be doing master planning of the whole area and deciding, for instance, how the river trail can connect through there. He stated that until that happens, it doesn't make a lot of sense to not take advantage of keeping the building occupied to reduce the chance of vandalism and at the same time provide space for the Cascade School of Music.

Allan Bruckner asked if the board would be acting on the lease that is posted on the web site tonight. Scott Wallace clarified the item is under consideration on the consent agenda. Lindsey Lombard clarified the lease would be approved based upon final legal review as the lease posted on the web site is a draft.

Proclamation Proclaiming July 2010

Ruth Williamson moved to proclaim July 2010 Park and Recreation Month. Scott Asla seconded the motion. Ruth Williamson, Scott Asla, Ted Schoenborn, George Thayer and Scott Wallace all voted aye. Motion passed.

CONSENT AGENDA

Minutes June 1 & 15, 2010

Ratify emergency change order – Pioneer Park Trail, Phase II

Approve lease agreement – Pacific Park building

Award contract: Pilot Butte Neighborhood Park construction

Ruth Williamson moved to remove item number six, the consideration of the lease from the consent agenda and consider approval July 20. George Thayer seconded the motion. Ruth Williamson, George Thayer, Scott Asla, Ted Schoenborn and Scott Wallace all voted aye. Motion passed.

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

VISITORS

Bob Wenger addressed the board regarding the Hollinshead Master Plan. He stated he thinks the district did a very thorough review and came out with the best plan. He stated that as a frequent user of Hollinshead Park and board member of DogPak, they are very enthusiastic and encouraged that the district has decided to make that more of a permanent off-leash area. He also commended the district for the work done to maintain the turf area. He added that a lot of people will be enthused about the permanent restroom. He reported that he has entered a "Dream Dog Park" contest sponsored by Beneful and Wagworld where he described how he would use the \$500,000 prize to create his dream dog park at Pine Nursery. He stated if it does get selected as one of the ten finalists they will be posted on their web site and voting will be allowed until August 11 and would like the board's support for use of the district's social media and contact lists to encourage people to vote.

BUSINESS SESSION

Elect Board of Directors Officers & Set Meeting Dates & Times – 2010-11

Ted Schoenborn nominated George Thayer to serve as chair for 2010-11. Scott Asla seconded the nomination. Ted Schoenborn, Scott Asla, Ruth Williamson, George Thayer and Scott Wallace all voted aye. Motion passed.

Ruth Williamson nominated Scott Asla to serve as vice-chair for 2010-11. Ted Schoenborn seconded the nomination. Ruth Williamson, Ted Schoenborn, George Thayer, Scott Wallace and Scott Asla all voted aye. Motion passed.

Ruth Williamson moved to appoint Don Horton to the position of executive secretary of the board for 2010-11. Ted Schoenborn seconded the motion. Ruth Williamson, Ted Schoenborn, George Thayer, Scott Wallace and Scott Asla all voted aye. Motion passed.

Scott Asla moved to continue the meeting schedule of the first and third Tuesdays of the month for 2010-11. Ted Schoenborn seconded the motion. Scott Asla, Ted Schoenborn, Scott Wallace, George Thayer and Ruth Williamson all voted aye. Motion passed.

Consider Adoption of Resolution No. 327 – Hollinshead Master Plan

Ted Schoenborn moved to adopt Resolution No. 327, adopting the 2010 Hollinshead Master Plan. Ruth Williamson seconded the motion. Ted Schoenborn, Ruth Williamson, Scott Asla, George Thayer and Scott Wallace all voted aye. Motion passed.

Department Reports

Scott Wallace requested an update on the goose management program. Ed Moore provided a timeline of the goose management issues beginning in the 1980s. He explained the recent process employed by USDA and ODFW resulting in the removal of 109 resident geese that were euthanized, processed at a cost of \$15 per bird and donated to Neighbor Impact and the Bend Community Center. Ed reported district staff will continue to haze the geese with various methods in an attempt to encourage the geese to leave the area. He stated that staff will also continue to evaluate the program for its effectiveness. He explained it is anticipated to be at least a two or three year program. Ruth Williamson stated she respects the way Ed and his staff have approached this issue by being very thorough and methodical. She stated she hears that everything else has been tried and this was a measure that was undertaken as a last resort.

EXECUTIVE DIRECTOR'S REPORT

Andie Lindgren provided an update on the annual Pet Parade and 4th of July celebration. She reported that the Kiwanis Club members were very helpful and noted that 1,800 popsicles were given out to the kids who participated in the parade. She stated participation in Wayne's old fashioned kids' games was very enthusiastic. She stated there was a very nice variety of vendors in the park and it was a very successful day.

Bruce Ronning reported on the status of the Columbia Park application. He reviewed the concerns identified by the Bend Planning Commission with regard to the fence along the riverfront. He explained an alternate proposal that would be presented to the commission for their consideration. He noted the proposal would replace the chain link fence with a steel fence similar to the design used in Pioneer Park. He explained the reasoning for placing the fence along the river is to restore a riparian area. He explained the fence would also provide a barrier that would discourage people from climbing out of the river at that site and subsequently destroying the riparian area.

Bruce Ronning reported that the district is applying for an Oregon Urban Trails Grant in the amount of \$500,000 to support the pedestrian bridge project at First Street Rapids Park. He noted that the amount requested may end up being less depending upon the total amount of the fund that was created by the 2009 legislature.

Bruce Ronning reported that Water, Parks and Wildlife campaign appears to have acquired the number of signatures to get the measure on the ballot to reinstate the lottery funding of Oregon state parks.

Lindsey Lombard presented year-end revenue information. She reported that earned recreation revenues are currently at \$4.2 million. She also provided comparisons for the old accounting method that will no longer be used. She estimated that online registration has been running around 80-85%. She also noted that staff is now using the new reservation software for facility reservations.

Lindsey Lombard reminded the board of the Miller's Landing fundraising event to be held at the High Desert Museum on July 15, hosted by Trust for Public Lands.

Lindsey Lombard noted that as there are no agenda items for August 17, consideration may be given to cancelling the meeting.

GOOD OF THE ORDER

Scott Wallace stated it has been a pleasure serving as board chair for this year and he looks forward to continuing our healthy dialogue and discussion. He thanked the staff for providing well put together agendas and outlines for programs.

George Thayer stated he looks forward to meeting Scott's standards of excellence and working with the greatest group around.

As there was no further business the meeting was adjourned at 8:45 pm.

Prepared by,

Paula Lowery
Executive Assistant

Scott Wallace, Chair

George Thayer, Vice-Chair

Ted Schoenborn

Ruth Williamson

Scott Asla

BOARD AGENDA COMMUNICATION

AGENDA DATE: July 20, 2010

SUBJECT: 2010 Youth Fall Soccer Uniform Bid

STAFF RESOURCE: Rich Ekman, Sports Program Coordinator
Wayne Smith, Director of Recreation Services

PREVIOUS BOARD ACTION: None

ACTION PROPOSED: Accept the bid proposal received from Score American Soccer Co. for the 2010 Youth Fall Soccer Uniform Order

COMMITTEE ACTION: None

BACKGROUND

The Sports Division needs to order soccer uniforms (jerseys, shorts and socks) for the 2010 Youth Fall Soccer Program, (1200 participants). I received five bids for the order and costs ranged from \$18,753 to \$23, 328.

STAFF RECOMMENDATION

Staff is recommending that we award Score American Soccer Co. the uniform bid. Score submitted the lowest quoted. Furthermore, we have used Score the last 10 years for the Youth Fall Soccer Program Uniform Order and their product quality and customer service is unmatched.

BUDGETARY IMPACT

The money for this uniform order was included in the 2010-11 general fund proposed sports budget that was approved by the board in June. The proposed budget included an estimated cost of \$24,060

MOTION

I make a motion to accept the bid submitted by Score American Soccer Co. in the amount of \$18,850

ATTACHMENT

Attached is a list of the five bids received for the 2010 Youth Fall Soccer Uniform Order.

