



Board of Directors

Agenda & Reports

January 4, 2011

CONSENT AGENDA

3. Approve minutes – December 5, 2010
4. Contract Award: Columbia Park Neighborhood Park construction
5. Contract award: Old Bend Gym Architectural Services

BUSINESS SESSION

6. Accept Financial Statement Audit
7. Adopt Miller’s Landing revised contract

DEPARTMENT REPORTS

EXECUTIVE DIRECTOR’S REPORT

BOARD MEETINGS CALENDAR REVIEW

GOOD OF THE ORDER

ADJOURN

BOARD AGENDA COMMUNICATION

AGENDA DATE: January 4, 2011

SUBJECT: Recreation
Commission for Accreditation of Park and
Agencies (CAPRA)

STAFF RESOURCE: Jan Taylor, Community Relations Manager

PREVIOUS BOARD ACTION: None

ACTION PROPOSED: None

BACKGROUND

The Commission for Accreditation of Park and Recreation Agencies (CAPRA) Standards for National Accreditation provide an assessment tool for park and recreation agencies. Through compliance with national standards of excellence, CAPRA accreditation assures policy makers, the public and tax payers that the agency has been independently evaluated against established benchmarks for delivering a high level of quality. Internally, the value in undergoing this process is that it inspires organizational improvement on all levels.

There are 144 standards for national accreditation. To be accredited, an agency must comply with 36 "fundamental" standards and at least 85 % of the remaining standards. Once an agency submits a letter of intent to comply, the agency has 2 years to comply.

The Executive Team has reviewed each standard, identified a lead person for each, and determined the steps/work that needs to be accomplished in order to meet each standard. From that body of work we determined that we will submit a letter of intent to comply this month (January). Evidence of compliance will be due in late fall of 2012 and the team of visiting evaluators will come to Bend in December/January 2013. Accreditation would be made at NRPA's mid-year meeting in March of 2013.

As you might suspect, many of the standards reflect current BPRD practices. Most all will require evidence of compliance ranging from the creation of new policies to copies of sign-in sheets at public meetings, for example. Many standards will inspire evaluation of current practices and certainly result in improved efficiencies. Staff will bring to the board regular updates on achievements and seek board input and direction throughout the process.

STAFF RECOMMENDATION

None. For information purposes only.

BUDGETARY IMPACT

None at this time.

MOTION

None.

ATTACHMENT

None.

BOARD AGENDA COMMUNICATION

- AGENDA DATE:** January 4, 2011
- SUBJECT:** Revised SDC Fund Forecast
- STAFF RESOURCE:** Lindsey Lombard, Finance Director
Bruce Ronning, Director of Planning and Development
- PREVIOUS BOARD ACTION:** The Board last discussed the 2010-11 SDC Fund Forecast on May 12, 2010 during the budget process.
- ACTION PROPOSED:** Review and discuss the revised SDC Fund Forecast and the implications it may have for revising the district's Capital Improvement Plan (CIP) during the 2011-12 budget process.

BACKGROUND

The district's SDC Fund Forecast tracks annual SDC revenue and expenditures and estimates revenues and expenditures in succeeding years. It provides an important tool in monitoring the district's continued ability to develop new facilities in order to maintain levels of park and trail service over the life of the SDC capital improvement program. The forecast mirrors the district's adopted Capital Improvement Plan (CIP) in showing five years of planned SDC funded acquisition and development. It matches capital expenditures with anticipated SDC revenue and shows a projected ending fund balance for each year during the period.

District SDC revenue collection is directly related to the issue of building permits for new homes in Bend. Rapid population growth in the years 2002 ó 2007 and the resultant residential construction resulted in sufficient SDC revenue to fund a very aggressive park and trail development program. During those years the SDC Fund typically grew at a faster annual rate than the district was able to develop facilities and expend revenue. This resulted in substantial ending fund balances (EFB) in the fiscal years 2003 ó 2008. For example, the SDC EFB was at a high of \$9,951,717 in 2005-06. However, with the combination of reduced revenue and the development of Riverbend and Pine Nursery Community Parks, nine new neighborhood parks, and park land acquisitions, the EFB fell to \$2,558,115 in 2009-10 and is estimated to be \$1,691,727 for 2010-11.

STAFF RECOMMENDATION

It is prudent that staff and the Board carefully monitor SDC revenue and the timing of project expenditures on a semi-annual basis to ensure that adequate funding will be available in the future to provide for those park system improvements listed as SDC funded on the district's Capital Improvement Plan (CIP).

Staff will come to the work session prepared to present a revised 2010-11 SDC Fund forecast and its underlying assumptions. The board is asked to review and discuss the revised SDC Fund forecast as it affects the priority and timing of park and trail development projects listed on the adopted 2010-11 Five-Year CIP. This discussion is directly linked to the upcoming comprehensive CIP review and discussion scheduled during the January 14 board workshop.

BUDGETARY IMPACT

The SDC Fund discussion is for information and forecasting purposes only ó therefore, there are no proposed budget impacts at this time. However, the revised forecast reflects lower revenue than the board last reviewed during budget discussions in May 2010. Reduced SDC revenues will impact the timing of SDC-funded projects in the future.

MOTION

None

ATTACHMENT

None

BOARD AGENDA COMMUNICATION

AGENDA DATE: January 4, 2011

SUBJECT: 2010-11 Financial Forecast

STAFF RESOURCE: Lindsey Lombard, Finance Director
Bruce Ronning, Director of Planning &
Development
Don Horton, Executive Director

PREVIOUS BOARD ACTION: None

ACTION PROPOSED: None - for discussion purposes only

BACKGROUND

The district's financial forecasting model has become a valuable tool for staff and the board to predict the effects of district funding priorities and economic influences. Being able to see how decisions regarding park, trail and facility acquisitions and development affect the operational budgets of the district in the near and long term are vital to ensure the long range financial sustainability of the district. The importance of forecasting becomes even more important during difficult economic times.

In the April 6, 2010 work session the board was provided a financial forecasting model that reflected the impacts on the General Fund of a then draft Five-year Capital Improvement Plan (CIP). Staff has since updated this forecast to more accurately reflect current economic assumptions and the adopted 2010-11 Five-year CIP. The forecast model and its assumptions will be provided and discussed during the work session.

STAFF RECOMMENDATION

Staff recommends that the board review the updated financial forecast as a tool to assist with future board discussions regarding district priorities, and also for use during the upcoming budget process.

BUDGETARY IMPACT

None at this time; however, the results of re-structuring of the district's capital projects list and priorities may have substantial impacts on future capital improvement spending as well as General Fund maintenance and operational budgets.

MOTION

None

ATTACHMENT

None

**Bend Metro Park & Recreation District
Board of Directors
Work Session, Executive Session & Regular Meeting
December 7, 2010**

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

STAFF PRESENT: Don Horton, Lindsey Lombard, Bruce Ronning, Wayne Smith, Jan Taylor, Theresa Albert, Donna Shewey, Robin Laughlin, Norm Ziesmer and Paula Lowery.

LEGAL COUNSEL: Paul Taylor.

MEDIA: Scott Hammers, The Bulletin.

VISITORS: See attached list.

WORK SESSION

Chair George Thayer convened a work session at 5:34 pm.

District Sign Program

Robin Laughlin presented a draft of a proposed sign program for the district. She explained the program is similar to the district's comprehensive plan that will provide an overall structure for how we move forward with signs throughout the district. She noted the program addresses outdoor signs such as those found in parks and on trails. She stated that signs provide one of the district's most frequent customer contact points and speak for the district in some form. She stated that over the years the types and style of signs have changed and the program is designed to establish a consistent format as we go forward. She stated the signs should have a clear message and signify the connection of the site with the district. She briefly reviewed the types of guidelines considered including accessibility in the placement of the signs. Robin stressed the importance of consistency with the use of signs throughout the parks in terms of type, location and content. Ruth Williamson recommended keeping a positive tone to the rules and regulations where possible. Scott Asla suggested including the district's web address on signs when appropriate. She noted that some details have yet to be completed such as clearly defining accessibility in terms of locating signs, a review process and an implementation plan. Ruth stated that the more recent signs she has seen appear to be consistent with the district brand in terms of presentation, the font used, etc. which makes them instantly recognizable as a park district related sign. She encouraged continued use of that approach with future signs. Bruce stated that he believes we have a good structure in the program due to Robin's efforts. He stated that staff would continue to refine the program and return to the board for additional review and approval. He noted sign replacement would become part of the district's Asset Management Plan to be addressed annually in terms of budget and priority.

Senior Center Focus Group

Wayne Smith explained that recommendations were made during the Senior Center's efforts to achieve accreditation last year to explore changing the name of the center and to assess the existing facility's needs and spaces to determine how we can make the facility as efficient and effective as possible for the community. Donna Shewey stated that in an effort to address the recommendations, staff is asking to form

a nine member committee composed of center users and general community members to work with staff over a three month period to analyze the current use of the center's space and make recommendations that would address space issue changes that would in turn drive the programs offered. She added it would also allow for review of our demographics in terms of what the usage looks like, the average age of users, and general population demographics. She explained that following that analysis, an evaluation of the center's image in the community should be considered in terms of the market. She added that the Facility Needs Committee would present their findings to the Advisory Council and make recommendations to the board. Don Horton stated that the center is now 10 years old and we have been working off the same plan for that time with the number of people using the facility growing significantly over the years. He stated it is time to reassess how we are operating the facility, what it is being used for, how the space is being used, including the office space, to best serve the patrons. Scott Wallace asked if giving consideration to a name change is something recent. Wayne explained that a requirement to call the facility a senior center was attached to some of the funding provided for construction. He stated the district would not be eliminating what we are doing currently to serve the senior population; rather we are looking at making it more inviting for the whole community to use the facility. He added it has been a consensus from the very beginning that at some point there are more advantages to calling it something besides a senior center. Ruth Williamson stated we have a real asset in the facility and there is probably a lot more we could do and as our population matures it could be a huge area of programming and opportunity for our community as a whole that should be developed. Ted Schoenborn referred to the district's relationship with the partners and stated his concerns that this process could be viewed as a way to go around existing agreements. Donna explained the proposed committee would give support to the Advisory Committee in terms of making recommendations for changes and improvements. Ted Schoenborn stated he would like to see the ongoing issues with the partners be resolved and he felt the proposed committee would present an opportunity to heighten and strengthen the tension that now exists. Wayne explained that the proposal has been brought to the board for their recommendations on how the committee should be set up. Ted stated he is concerned about the existing partners being actively involved in the discussion by the committee to arrive at an appropriate use of the space. Donna stated it is a very good concern and she has no opposition with representation of the Advisory Council. She added she looks forward to building a new beginning of cooperation and coordination. Scott Asla stated that the committee might be more effective with representatives from outside the facility that would work with the Advisory Committee, partners and the district to develop solutions. Don clarified that the committee would be charged with making recommendations and the district is still committed to working with the partners and hopefully new partnerships can grow from this effort. Scott Wallace stated that with respect to the board appointing the committee, he would recommend that staff and the Advisory Committee make the appointments. The board agreed with Scott's recommendation. Donna stated that the proposal would be presented to the Advisory Committee in January and the process would proceed based on the board's recommendation.

Public Events Season Update

Jan Taylor and Chris Zerger provided an overview of information previously presented to the board regarding changes to the district's special events policy and procedures. Jan reported that event organizers were surveyed to determine how the new process is working. She stated that a vast majority of the survey respondents were satisfied with the process and their interaction with district staff. She reported that some felt the fee for non-profit events was steep. Jan also shared the results of staff evaluation and the most notable concern has been accommodating those events that are last minute and not very well organized. She stated that staff has asked that the requirement for event organizers to sign up for their event three months in advance be adhered to. Jan explained that responding to events on short notice deteriorates staff's ability to provide good customer service on all levels. She stated the park maintenance

schedules are working well in relation to public events in the parks. Jan shared statistics regarding the number of public events held in the parks that demonstrate the number of events is growing considerably. She also explained changes to the web site to provide information for those interested in using the parks for events. She stated that the new process, staff support and structure has improved customer service, is protecting our parks and increasing revenue toward the cost recovery of the program.

The work session was concluded at 6:35 pm.

EXECUTIVE SESSION

Chair George Thayer convened an executive session at 6:37 pm pursuant to ORS 192.660(2)(e) for the purpose of discussing real property transactions.

REGULAR MEETING

Chair George Thayer called to order the regular meeting at 7:00 pm.

VISITORS

Steve Wursta, Central Oregon Masters, addressed the board. He presented a check from the group for \$2,000 for maintenance of the scoreboard at Juniper Swim & Fitness Center (JSFC). He noted the group had originally pledged \$10,000 for this fund and with this contribution they have contributed \$8,000 of the total pledge. He also presented a check in the amount of \$1,000 to the Learn to Swim Program at JSFC. He stated the group also donates to the Redmond and Madras pools to make sure that kids learn how to swim. The board thanked Steve and the Central Oregon Masters for their donation.

Ryan Lane addressed the board regarding disc golf at the Pine Nursery. He stated he has been largely involved in the local disc golf scene and there are a lot of users in the community who have no outlet to play disc golf. He stated the course at Central Oregon Community College is in an area that is being redeveloped shrinking the area of play. He stated he thinks the Pine Nursery is a great fit and if it is possible to incorporate disc golf into future master plan revisions we have advocates who are willing to donate their time. He stated it is a resource that we really need in the community and it is a low impact sport that doesn't require much maintenance. He asked the board to consider a disc golf course for the Pine Nursery.

Jeanette Wells addressed the board. She stated she is a vet in the community and supports the non-lethal methods of goose population control. She proposed putting a five-year moratorium on the lethal processes that happened this past summer. She stated it is important to let the community know what is available in controlling these animals, how much that costs and how much exterminating them costs. She stated it is important to let the community know what has been successful and what has not. She stated taxpayer dollars are going towards these processes. She stated she thinks it sends the wrong message to our children and there are better things we can do.

Tom Petullo addressed the board regarding reducing the goose population. He stated it is an issue that needs to be resolved and we are aware that you are doing the best that you can from a budgetary standpoint. He asked that other factors be considered to solve the issue without destroying the geese. He stated that would go a long way in reflecting on who we are as a community and a great example for our children and grandchildren.

Barb Troyer addressed the board regarding the use of non-lethal methods of controlling the goose population. She stated the geese have never been a bother in her life and she realizes these things can

get out of hand. She urged the board to look at some of the things other cities around the country are doing, even in populations larger than ours. She stated they are having some good successes.

Marilyn Miller addressed the board regarding the use of non-lethal methods of goose control. She stated she is the conservation chair for the Juniper Group Sierra Club and serves on the executive committee and executive committee of the Oregon Chapter Sierra Club. She shared comments prepared regarding the management of geese. She cited her experience in working with geese and biologists around the world. She stated the Sierra Club believes strongly that only non-lethal methods be used. She asked to be put on the agenda to speak with the board. She stated we have provided very nicely for the geese in our parks and golf courses and there are ways to take those away from them in a non-lethal manner. She cited a newspaper article that reported success with non-lethal methods followed by the extermination of 109 geese with no public comment. She stated she does not believe in lethal methods to control our geese. She stated until the core issues of food, safety and shelter are addressed, you can't keep murdering goose after goose after goose. She stated the void is going to be filled. She stated you consulted with a group that their only agenda is extermination. She asked that the district terminate its contract with animal damage control and start working more with people that understand goose behavior and biology. She stated she is willing to educate everyone on what geese want and how to deal with geese in a non-lethal manner. She stated you need to disclose to the public how much money you have spent with animal damage control addressing the goose problem.

Patty Medeiros addressed the board. She stated she is strongly opposed to killing the geese and that she was shocked and appalled to hear it took place. She stated we as humans caused the problem and she feels we need to take the extra steps to resolve it. She stated there are several other measures to consider to help control the goose population.

Judy Petullo addressed the board. She asked the board to take off the table the idea of killing the geese. She stated it is pretty well proven that more geese will come so it is really not effective and it is sending the wrong message to our kids and other people; that if something is in our way or inconvenient, let's just kill it. She asked that the board give them time at one of the board meetings to have a discussion and ask questions. She stated that she knows the board received a lot of input, but she does not believe that a lot of the public was even aware this was on the table for discussion. She stated she thinks if people knew it was an ineffective method to kill them and that more are going to come and take their place and there are other options, she thinks most people would want that. She stated she doesn't think there will be a full commitment to non-lethal methods as long as that is on the table, and she doesn't think the volunteers will feel that good about helping if they think in the end all their efforts might be for nothing.

Craig Miller addressed the board. He stated he has a background in medicine, biology and physics. He stated he would like to remind the board that they have been elected by the public and should be responsive to public concerns. He asked the board to ask themselves if the negative costs in terms of the controversy, publicity, message you are sending and financially is worth the minimal or no benefit generated by killing geese. He stated the biologists he has talked to all agree that non-lethal methods can be effective and that random killings is not scientifically or ecologically defensible. He stated that although the park and recreation staff makes the claim that lethal control is a last resort method, their actions have shown otherwise. He stated last summer's killings occurred after non-lethal methods were beginning to work even though those methods were lackluster and not given nearly enough time. He requested the board to reconsider the wisdom and scientific basis for killing the geese and to put a five-year moratorium on lethal methods so that non-lethal methods are given a fair chance to work.

Asante` Riverwind addressed the board. He stated he has been working on conservation issues in this area over two decades. He expressed his appreciation to the board for taking the time to be here and manage our parks. He asked the board to take a serious look at who the park district is partnering with in Wildlife Services. He stated last year alone they killed over four million wildlife of different species. He stated their track record is pretty reprehensible. He stated there is a nationwide campaign to abolish the Wildlife Services from the US Department of Agriculture. He stated he thinks the \$29,000 the park district paid for the current contract is far better spent in taking care of our parks and redesigning the landscaping and habitat so it is not so amenable to geese. He stated it is pretty devastating to see what happens in the aftermath of the killing and the sadness that emanates from the geese. He stated he thinks we can do a lot better and cited efforts of Geese Peace across the United States, Rockford, Illinois, and Seattle and Vancouver, Washington. He stated he thinks Bend needs to come into this current century and show it, too, is a compassionate community.

Barbara Campbell addressed the board. She stated our parks network is world class. She noted she has traveled in 11 countries and lived and visited in numerous cities and states in the United States. She stated she has a small business downtown on Brooks Street, and she believes that part of the success of that is our park service. She stated she thinks the district has the opportunity to be one of those communities that uses non-lethal methods vs. receiving bad publicity. She stated she thinks the board has demonstrated itself to be forward thinking and she is one of the people that think this building is an example of that. She stated that with a little more education people would choose non-lethal if they understand it can effectively solve the problem of goose poop. She stated you have had great success with the non-lethal measures that you have used and we would like you to put a moratorium on killing them. She stated it is going to take some time to get to where Rockford did to not sweep the sidewalks.

Maureen Parco addressed the board. She stated she is opposed to the lethal killing of the geese and requested that the goose management plan be revised to delete the lethal killing. She stated that there is 50-year old research in the plan to support our geese not being healthy. She stated our geese are pretty healthy in this area. She suggested that rather than hiring more employees the district could move two guys off a lower priority job and move them to run the machine in Drake Park. She referred to the sign program on the agenda and suggested replacing signs as they fail and use some of that money to run the machines at Drake Park. She stated you are jeopardizing your funding and there are lots of conservation groups that work with parks and recreation, donate land for example, so that you can create nice parks for the residents, and you are jeopardizing your funding if you have people that are in conservation groups that don't like killing geese. She stated that the cost to Bend's image, to our residents and tourists alike is immense. She stated she wouldn't like to see Bend known as a killer of geese; it is not a good image nationwide.

Foster Fell addressed the board. He stated it is a world class park system, but not all is well as he sees it. He presented copies of petitions representing signatures of 515 people who feel that the district should resume the previous successful program of non-lethal methods and incorporate the recommendations of Geese Peace and give the recommendations time to be implemented. He stated he thinks a five-year moratorium on non-lethal is fair. He stated 19 people who signed the petitions indicated a willingness to volunteer in this program. He asked for an opportunity before the next molt season to have hearings so we can bring in expert witnesses to share the success of their own humane goose control programs.

The board thanked the speakers for coming to the meeting. George Thayer urged everyone to visit the web site for information about future board meetings.

CONSENT AGENDA

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

BUSINESS SESSION

Approve Pine Nursery Concept Plan

Deb Kraus addressed the board regarding the Pine Nursery Concept Plan. She stated she is a frequent user of the Pine Nursery off-leash area and a volunteer in the district off-leash areas. She stated she is very familiar with the parks and the user groups. She referred to the plan to reduce the size of the Pine Nursery off-leash area and stated she thinks that is a step backward. She stated there are many reasons the off-leash area should not be reduced in size as this is the only park in all of Bend that provides a fenced trail system for all users to effectively recreate with their dogs. She stated that people come to the Pine Nursery from all over the city to use this park for this reason. She stated the ability to hike, walk or even ski with our dogs in solitude, in the natural area and get a good workout is the off-leash area's key feature. She stated the trail system is unique among all of the parks in general. She stated the size is important and the inherent size of the off-leash area at the Pine Nursery is the paramount feature and is the key attribute of that park. She stated the absence of equipment, structures or other built-out facilities should not in any way indicate that the off-leash area space to be up for grabs when other uses are put into play and planned for. She stated the amount of open space combined with the adequate trail system is really valued by its users and if you minimize the space you are going to adversely affect both the off-leash area's unique features as well as the user's experience of it. She cited off-leash areas in other cities and stated the trend is to give more space for off-leash use. She asked that the board consider not reducing the size of the off-leash area. She stated that she is aware that the Pine Nursery off-leash area was initially an experiment and she feels it is pretty clear that with the amount of use that has occurred over the last 18 months, the experiment showed that it is a great area as is. She stated that it is the only use of Pine Nursery that is year around. She stated that parks and recreation has done an exemplary job of identifying and meeting the needs of dog guardians in Bend and the Pine Nursery off-leash area is absolutely evidence of that, but messing with size the of this coveted trail system seems contradictory to the initiative to serve dog owners in Bend. She asked the board to wait until an assessment of public input regarding the size of the off-leash area can be assessed.

Bob Wenger addressed the board regarding the off-leash area of the Pine Nursery. He requested that the board not approve the portion of the master plan that does reduce the size of the existing off-leash area. He stated an 18% size reduction of the off-leash area does not, in his opinion, best serve the needs of the community. He stated with approximately 50% of the Bend residents having dogs more space is needed for people to recreate off-leash with their dogs, not less. He stated that he has obtained the signatures of over 100 people who have asked that you not reduce the size of the Pine Nursery off-leash area. He stated that with the growing popularity of this off-leash area and planned improvements at the Pine Nursery, usage should continue to increase and that further justifies keeping the existing current space. He stated the majority of the people who are using the Pine Nursery are people who are walking their dogs. He stated that with 159 acres in the park the parking, tennis courts and community garden could be easily relocated to other areas in the park including the Phase III area. He stated the need to remove about a dozen pine trees to accommodate the parking lot, and possibly making the access improvements off of Deschutes Market Road, really represent, in his opinion, a poor use of limited park funds. He stated that

the Yeoman Road entrance and large parking lot west of the off-leash area will provide plenty of close-in parking for area users and keeping the off-leash area at the present site would avoid the cost of having to relocate the existing gate, kiosk, bench and other structures that are already there. He stated that some dogs do get very excited when they get around tennis balls and having to walk around tennis courts to get to the entrance might not be the best idea. He stated it is his hope that the board will continue with the great strides that have been made toward providing the badly needed recreational opportunities for off-leash users in the district parks and not take a major step backward by reducing the size of the Pine Nursery off-leash area.

Bruce Ronning stated that Norm Ziesmer would review a previous presentation regarding the Pine Nursery Master Plan with the board. He stated that the plan is being identified as a conceptual master plan as it is an amendment to the master plan that gives us direction as to how we will design future elements of the park. He stated it is a living document that can be changed as we reach future phased development. He stated the board's adoption of the conceptual master plan is not the final discussion about how Pine Nursery Park will be developed out, but it is further iteration of the conversation about what amendments might be included to the original master plan discussion that began in 2002 with David Evans and Associates first conceptual master plan. Norm Ziesmer reviewed the 2006 master plan that was used in 2007 to gain land use approval from Deschutes County. He noted much of the park was identified as natural area on the plan in anticipation of long-term development and planning for future programs. He noted that with the recent development the park has opened up for uses such as fishing, kite flying, sports field use, and people have become very excited about the park. He referred to public comment with recommendations for various uses and explained the master plan does not identify specific area for those activities such as disc golf, horseshoes, etc. He stated that as a result of public input the master plan has been revised and pointed out the revisions including areas that can be expanded to accommodate various options during future development phases. He noted that natural areas are reduced, but still consist of 20% of the park. He explained we are trying to protect natural areas in the plan as well as identify other areas that could be more flexible in terms of use. Norm pointed out the 2006 plan did not include an off-leash area which is something we want to identify that can serve the Pine Nursery. He stated the temporary off-leash area is a fenced area of about 17 acres and approximately 14 acres are identified as developed in the master plan amendment. He stated we believe we can re-design it to accommodate desired uses within the 14 acres. Norm stated that many of the components of Phase II and Phase III development do not have identified funding and are not part of the immediate CIP list. He stated as the Pine Nursery is developed we will have to look closely at what fits and we will have to make compromises. Ruth Williamson stated that she appreciates that we continue to be responsive to the community in terms of expressed interests and that the Pine Nursery is as multi-faceted as it is. She stated she is hearing that staff will continue to work in the spirit of flexibility and this is not a prescriptive plan, rather that it identifies major usage and directions we anticipate. She asked if changes to the off-leash area consist of only reducing the size. Bruce Ronning noted that there is funding this year to make some improvements to the dog off-leash area including the pond, two meadow areas and re-configuring the fence. He explained that each of the elements will be brought before the board for approval. Scott Wallace stated that he likes the flexibility the concept plan provides and clearly the fact that the off-leash area is enjoying such popularity and success speaks to the process that we have for how we are building and implementing things. He stated we need to be cognizant of disc golf or anything else we do out there as a "demonstration", there are going to be passionate people who will feel this is how it needs to be. He stated that as a board we need to be aware of what we do, even in a demonstration realm, is perceived as more permanent. He said the way it is evolving, the input he is receiving and with his own personal experience in the park, he is pleased with the way it is progressing and overall we are on track. Ted Schoenborn stated that the process staff is using

is obviously very responsive and effective. He asked if the remaining two ball fields in the wheel are scheduled. Bruce Ronning explained they will be in the completion of Phase I including lighting and structures. He stated funds are anticipated in the CIP in years three through five for that work. Scott Asla stated that he uses the park weekly and would like to reiterate that we keep a human trail presence in the park. He stated he is also excited about the possibility of tennis courts since we are lacking in the number of courts throughout the district's facilities. Don Horton proposed that the off-leash design be returned to the board for consideration following the public input process. Scott Wallace moved to adopt the December 7, 2010, Pine Nursery Park conceptual master plan revision. Ted Schoenborn seconded the motion. Scott Wallace, Ted Schoenborn, Ruth Williamson, Scott Asla and George Thayer all voted aye. Motion passed.

Gopher Gulch Property Acquisition

Don Horton explained the proposed purchase of property identified as Gopher Gulch has been a topic of executive discussion for several months. He stated it is not very often in the history of an organization that we have the opportunity to do what is being considered at this time. He referred to the history of park acquisition and how that defines what we are as a community and as an organization; the two parks that really stand out for him are Drake and Shevlin parks. He stated the community had the foresight in the 1920s to buy Drake Park and accept the donation of Shevlin Park from the Shevlin-Hixon Co. He stated that 50 years from now people are going to compare Gopher Gulch to Shevlin Park, particularly in terms of the natural area and character of the site. He identified the property on an aerial map and explained it is currently two lots, one consisting of 62 acres that includes a large meadow, and the second is approximately 60 acres within the canyon. He identified the river frontage as consisting of 7,100 linear feet or more than one mile in length which is a substantial increase in the Deschutes River Trail. He explained the district is looking at acquiring the property for \$2,750,000 that is divided as \$2,604,990 for the land, and a series of easements and licenses to be acquired along with the property for \$145,010. He stated the property appraised at \$21,300 per acre which is what the district offered and the owner accepted for the sale of the property. He stated it is anticipated the closing will occur by December 31, 2010. Don added there are no deed restrictions on the property allowing the district to use the property however it chooses. He explained it is expected the property will become a regional park. He identified easements to include road access, a utility easement, a small irrigation pond, and a license for access on a paved road for maintenance purposes. He stated the purchase of the property includes 19-acres of water rights. He noted an additional easement that abuts Tumalo State Park that would allow the Deschutes River Trail access to the main body of Tumalo State Park. He identified future connection of Shevlin Park to Tumalo State Park. Scott Wallace stated this is a legacy opportunity for the district. Scott Wallace moved to authorize the executive director to negotiate and execute a purchase and sale agreement with Ed and Doris Elkins for the acquisition of roughly 122.3 acres of land situated along the Deschutes River, better known as Gopher Gulch Ranch, and all associated easements and water rights for the sum of \$2,750,000, subject to adjustment of final acreage plus the district's portion of the closing costs. Scott Asla seconded the motion. Scott Wallace, Scott Asla, Ruth Williamson, Ted Schoenborn and George Thayer all voted aye. Motion passed.

SDC Resolution No. 312

Bruce Ronning explained the board is being asked to conduct an annual review of SDC Resolution No. 312, previously adopted in March 2009, establishing the SDC fee schedule and an incremental fee increase program. He noted the resolution contains a trigger mechanism related to population growth providing the option of imposing the fee at the full amount in the event the economy improved and growth resumed at the level that is anticipated in the Deschutes County Coordinated Population Forecast. He reported the preliminary population forecast has been received from Portland State University (PSU) that

shows although the Bend population did grow by 1%, from the period of July 2009 through June 2010 it did not exceed the Deschutes County Coordinated Forecast for that same period that predicted a growth rate of 2.52%. He stated the growth rate threshold included in Resolution No. 312, and based on the PSU and Deschutes County Coordinated Forecast estimate is not met so the option to impose the fee at the full amount is not called for. He stated it is important to note that the board has the authority to set the fee at the full amount or any lesser amount at any time it chooses. Ted Schoenborn stated that as he understands it, the rate will increase 25% or half of the gap between the original number and appropriate number. Bruce stated that Resolution No. 312 sets an absolute figure which was 25% of the difference at the time Resolution No. 312 was adopted for a single family residential unit. He explained the actual amount is added to the existing fee and there is an inflationary adjustment applied resulting in the final fee. He stated if the board elects to follow the plan set out in Resolution No. 312, the resultant fee for 2011-12, effective July 1, 2011, would be approximately 85% of the full amount. Don Horton explained the board's direction is helpful to staff for budget preparation and the board will have an opportunity to adopt the fee increase formally as part of the budget process. Ruth Williamson stated that the board's initial response to the economic downturn and impact on the building community was to try to be in step with our constituents and she believes we stay the course and be prepared for conversation when growth resumes. She added that she is not in support of deferring collection of the fee as she does not see this as an economic stimulus, while she does see a strong park district as a stimulus for the community. She stated she does not want to see us undermine funding for a strong park district.

EXECUTIVE DIRECTOR'S REPORT

Lindsey Lombard reminded the board of last year's process for appointing Budget Committee members and explained the timeline for filling one vacancy this year. She shared a supplemental questionnaire to be posted on the district's web site that could be added to the process to help the board evaluate applicants. The board agreed to add the questionnaire and from the results of that determine whether to appoint a sub-committee to conduct interviews.

Jan Taylor explained the Drake Park special event policy resulting from the district working with the neighbors to limit the number of event days for the park to six event days per month with no more than two event days in a row. She stated that has worked very well and historically the Cascade Festival of Music was grandfathered in as a seven day event. Jan asked the board to allow seven event days for one month next year due to a request from an event organizer that is exploring the concept of having the Oregon Shakespearean Festival conduct live performances at the pavilion, as a three day ticketed event. Following discussion the board agreed to allow up to eight days special event use in Drake Park for the month of August 2011 only.

Don Horton provided a fact sheet on the Gopher Gulch property.

Don Horton noted the Trust for Public Lands had received the Glass Slipper from The Source for the acquisition of Miller's Landing.

As there was no further business the meeting was adjourned at 8:55 pm.

Prepared by,

Paula Lowery
Executive Assistant

BOARD AGENDA COMMUNICATION

AGENDA DATE: January 4, 2011

SUBJECT: Columbia Park Renovation Project

STAFF RESOURCE: Norm Ziesmer, Development Manger
Pat Erwert, Project Manager
David Crowther, Business Manager

PREVIOUS BOARD ACTION: None

ACTION PROPOSED: Award Columbia Park Construction Contract

COMMITTEE ACTION: None

BACKGROUND

The Columbia Park construction contract includes the construction of paved and unpaved trails, earthwork, concrete flatwork and curbs, ornamental and chain link fence installation and riparian naturalization and some play amenities.

The following bids were received on the project:

1. Alex Hodge Construction	\$161,158.50
2. Dan Thompson Excavation Inc.	\$190,684.30
3. Americorp Construction	\$196,800.21
4. Diamond N Construction Inc.	\$198,370.15
5. Latham Excavation	\$214,114.00
6. Jack Robinson & Sons	\$216,402.80
7. Knife River	\$242,361.00
8. Hooker Creek Companies, LLC	\$249,261.00

STAFF RECOMMENDATION

Staff recommends the award of this contract to the low bidder Alex Hodge Construction in the amount of \$161,158.50.

BUDGETARY IMPACT

The 2010-11 approved budget includes funding for Columbia Park renovation in the Facilities Reserve Fund.

MOTION

I move to accept the Alex Hodge Construction bid for the Columbia Park construction contract in the amount of \$161,158.50 and a total contract amount not to exceed \$177,274.00.

ATTACHMENT

None

BOARD AGENDA COMMUNICATION

AGENDA DATE:	January 4, 2011
SUBJECT:	Architect Services for Old Bend Gym
STAFF RESOURCE:	Ed Moore, Director of Park Services Greg Barker, Facilities Manager David Crowther, Business Manager
PREVIOUS BOARD ACTION:	None
ACTION PROPOSED:	Award Contract
COMMITTEE ACTION:	Review committee met and selected a proposal to forward to the Board for approval.

BACKGROUND

The Old Bend Gym was renovated by the Bend Park and Recreation Foundation in 1995, then deed to the district with the stipulation that it be leased to the Boys and Girls Club on a fifty year lease. At the time the foundation turned the building over to the district there were funds left over from the renovation of the building that were given to the district to be used for capital repairs. The Old Bend Gym is on the National Historic Registry.

The renovations done in 1995 were to the interior of the building. It is now time to make some repairs to the exterior of the building. The district put out a Request for Proposals (RFP) for Architect Services with knowledge of historic building restoration. The task of the Architect will be to investigate the building exterior, develop a detailed work plan and bid documents for the necessary repair work, and monitor the work to be certain that all work conforms to historic renovation workmanship practices.

The district received six RFPs for Architect Services from the following firms:

1. Soderstrom Architects, 1200 NW Naito Parkway, Suite 410, Portland, OR 97209
2. Robert Saladoff Architect, 700 Mistletoe Rd, Suite 206, Ashland, OR 97520
3. Pinnacle Architecture, Inc., 547 SW 13th St., Suite 1, Bend, OR 97702
4. Peter Meijer Architect, PC, 710 NE 21st Ave., Ste 200, Portland, OR 97232
5. BLRB/GGL Architects, 497 SW Century Dr., Suite 105, Bend, OR 97702
6. BBT Architects, 1160 SW Simpson Ave., Suite 100, Bend, OR 97702

After reviewing the proposals the committee determined that Pinnacle Architecture would best meet the needs of the district for this project. The proposal from Pinnacle Architecture in addition to being the best fit for the project was also the lowest priced proposal for the work.

STAFF RECOMMENDATION

Staff recommends that Pinnacle Architecture, Inc. be approved by the Board to represent the district for the repair work on the exterior of the Old Bend Gym.

BUDGETARY IMPACT

The money for this project has been budgeted for in the Facility Reserve Fund.

MOTION

I make a motion to approve a contract with Pinnacle Architecture, Inc. in the amount of \$13,800.00 and a total architect budget not to exceed \$15,180.00.

ATTACHMENT

None

BOARD AGENDA COMMUNICATION

AGENDA DATE: January 4, 2010

SUBJECT: Fiscal year 2009-10 annual audited financial statement

STAFF RESOURCE: Lindsey Lombard, Finance Director
Don Horton, Executive Director

PREVIOUS BOARD ACTION: None

ACTION PROPOSED: Accept financial statement audit

BACKGROUND

Oregon Revised Statute 297.405 ó 297.555, the Oregon Municipal Audit Law, requires an annual financial statement audit of all municipal corporations. The Secretary of State, Audits Division, in cooperation with the Board of Accountancy, and in consultation with the Oregon Society of CPAs, prescribes the minimum standards for the presentation of the report and the conduct of the audits.

The annual report, presented in the form of financial statements and schedules, is required to be independently audited by CPAs licensed by the Oregon State Board of Accountancy to perform audits of municipal corporations. The annual audit process contributes to the integrity of Oregon local governments by requiring an independent review of fiscal affairs and assuring that local taxpayers are provided a reliable and complete financial report that can be used to evaluate their local governments' performance.

The district has received a clean audit opinion for fiscal year 2009-10 (and for all years prior since the district's first audit for fiscal year 1976-77).

There is one significant change that is recorded in the 2009-10 financial statements. This fiscal year, the district was required to implement the Governmental Accounting Standards Board (GASB) Statement No. 45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions (OPEB). The OPEB for the district estimates an implicit rate subsidy for retiree health insurance. Per ORS 243.303, the district is required to allow retirees and their dependents with group health and dental insurance to continue their coverage from the date of retirement to age 65. Premiums for retirees are based upon the premium rates available to active employees, and the retiree is responsible for payment of the full premium. However, GASB 45 requires the district to report on an actuarial estimate of the related future costs to the district. The future liability amount has been added to the Statement of Net Assets and a footnote has been added explaining the liability.

The auditor will be presenting the financial statements to the board during the business session.

STAFF RECOMMENDATION

Staff recommends the board receive the auditor's presentation of the audited financial statements for fiscal year 2009-10 and make a motion to officially accept them.

BUDGETARY IMPACT

Our contract with Harrigan Price & Fronk, LLP for the 2009-10 annual financial statement audit is \$13,450. This is the second year of a three-year contract with this auditor. This is budgeted for in the General Fund.

MOTION

I move to accept the 2009-10 audited financial statements.

ATTACHMENT

Provided under separate cover - audited financial statements for fiscal year 2009-10

BOARD AGENDA COMMUNICATION

AGENDA DATE: November 16, 2010

SUBJECT: Millerø Landing Purchase and Sale Agreement Addendum

STAFF RESOURCE: Don Horton, Executive Director

PREVIOUS BOARD ACTION: None

ACTION PROPOSED: None

BACKGROUND

The Trust for Public Land (TPL) is coordinating the purchase of Millerø Landing from the Miller family and Brooks Resources. Millerø Landing has been in the Miller family for over 85 years. Once a staging area for lumber produced upstream at the Shevlin-Hixon Mill, just five years ago the property was scheduled for townhome development. With the townhome development plan dissipating and land valued declining, the Miller family and Brooks Resources determined the timing is right to make this riverfront property available to the public.

TPL will pay \$1,800,000 for the property. To date, more than \$360,000 has been raised by TPL in a fundraising effort led by Greg Cushman. Mr. Cushman has reached out to community groups, neighbors, friends, and the Oregon Community Foundation to seek donations. TPL in partnership with the district has successfully received funding from foundations and Oregon State Parks, including a \$210,000 grant from the Collins Foundation and a \$250,000 grant from Oregon Parks and Recreation Department. Currently TPL is still short approximately \$130,000. TPL is committed to raising the remainder of the funds. **The attached purchase and sale contract addendum calls for the district to increase their contribution by up to the \$130,000 needed to close on the property.** In the event that the TPL raised more money than necessary to close on the property, the district's contribution will be lowered by any amount over the \$1,800,000 purchase price.

Summary of fund raising effort:

Community fundraising	\$360,000
Foundations and Grants	\$460,000
BMPRD	\$850,000
BMPRD Addendum amount	\$130,000
Total	\$1,666,000
Total Purchase price	\$1,800,000

Attached is the purchase and sale agreement for the acquisition of Millerø Landing.

BUDGETARY IMPACT

TPL has closed on the property. The Purchase and Sale agreement calls for the district to acquire the property from TPL by March 30, 2011 for an amount not to exceed \$1,100,000. The addendum calls for an increase in this amount by \$130,000 bringing the total obligation of the district to \$1,230,000. The funding breakdown is as follows: The district's budgeted contribution of \$750,000 will be increased by \$230,000 to a total of \$980,000. An additional Oregon Park and Recreation Department grant of \$250,000 increases the district's total contribution to \$1,230,000. The project will be funded through the facility reserve fund.

STAFF RECOMMENDATION

Staff recommends approval of the additional \$130,000 and approval of the purchase and sale addendum agreement with TPL.

MOTION

I move to authorize the executive director to execute an addendum to the Miller's Landing Purchase and Sale Agreement with Trust for Public Lands to acquire the Miller's Landing property for an additional amount of \$130,000.

ATTACHMENTS

Purchase and Sale Agreement Addendum

AMENDMENT TO AGREEMENT FOR SALE OF REAL PROPERTY

This Amendment to Agreement for Sale of Real Property (the "Amendment") dated for reference purposes this ____ day of December, 2010, is made by and between BEND METROPOLITAN PARK AND RECREATION DISTRICT, a political subdivision of the State of Oregon ("Buyer"), and THE TRUST FOR PUBLIC LAND, a California nonprofit public benefit corporation ("Seller").

RECITALS

- I. Seller and Buyer entered into that certain Agreement for Sale of Real Property dated December __, 2010, (the "Agreement") in connection with that certain real property located in Deschutes County, Oregon, as defined therein (the "Property").
- II. Buyer and Seller wish to amend the Agreement to adjust the Purchase Price, and continue unchanged all other terms and conditions of the Agreement.
- III. Now, therefore, in consideration of the Agreement and the mutual promises made by the parties herein, and the mutual benefits to parties hereunder, Buyer and Seller hereby agree as follows:

AGREEMENT

1. Paragraph 2(a) of the Agreement is hereby deleted in its entirety, and the following new Paragraph 2(a) is inserted in its place:

"2. **Purchase Terms.**

(a) Price. The purchase price (the "Purchase Price") for the Subject Property shall be \$1,100,000.00 (One Million One Hundred Thousand Dollars) plus \$____,____.*(*the amount by which Seller's fundraising campaign on behalf of Buyer's purchase of the Subject Property is short of its target, which amount shall be no larger than \$130,000.00 [One Hundred Thirty Thousand Dollars], which amount shall be inserted into the blank space above in this Paragraph 2(a) when the final

results of the fundraising campaign are known, and which amount shall be initialed by the signatories to this Amendment.)

2. Except as provided for in this Amendment, all the terms and conditions of the Agreement remain unchanged and are hereby ratified and confirmed by all of the undersigned. Capitalized terms used in this Amendment and not defined shall have the meanings set forth in the Agreement.

IN WITNESS WHEREOF, this Amendment has been executed by the parties as set forth below:

THE TRUST FOR PUBLIC LAND,
a California nonprofit public benefit corporation

By: Thomas E. Tyner

Its: Regional Counsel

Date: _____

**THE BEND METROPOLITAN PARK AND
RECREATION DISTRICT,**
a political subdivision of the State of Oregon

By: _____
Don Horton

Its: Executive Director

Date: _____

Community Relations Division

December 2010

Marketing and Communications

- Managed production of Winter/Spring Recreation Program Guide for December 30th delivery and on-line availability.
- Managed and developed new web site design, updating content and ensuring technological issues were addressed in transitioning to new web site design.
- Developed and distributed press release on the purchases of Miller's Landing and Gopher Gulch land acquisitions.
- Developed and presented a marketing plan proposal for a new ORPA Outdoor Section program designed to inspire active, outdoor activities.

Community Outreach

- Completed review and updating of all written communications for public event organizers; submitted for updating on website.
- Worked on transitioning public event scheduling, application and receipting processes to new registration software.
- Reviewed event proposals for 2011 events
- Began sponsorship development for July 4th.

Volunteer Services

- Follow up, orientation and coordination for new volunteers: 2 - BSC, 8 - JSFC, 2 - Kids Inc
- Communication with adopt a park and trail volunteers, and off-leash area volunteers.
- Review and updates for volunteer and foundation information on the website.
- Review and make suggestions for updates to district volunteer policy.
- Began research on volunteer management/data management systems and discussed with IT Manager.

Foundation

- Administered Foundation finances, including deposits, payments and transfers and thank you receipts.
- Coordinated details for bench dedications
- Attended Sagebrush Community Challenge informational meetings

Other

- Held art committee meeting and compiled an updated list of recommendations regarding office artwork, décor and amenities.

Community Relations and Administration

- Attended 3-day ORPA Board of Directors retreat in Depot Bay; prepared and facilitated strategic planning exercise; drafted and adopted new operational goals and policies.
- Drafted ORPA executive director evaluation; met with agency directors from outside Bend to draft an ORPA strategic plan; update by-laws.
- Prepared talking points and press release for acquisition of Gopher Gulch and Miller's Landing.
- Met with district staff to begin development of a single informational source for all district fees and charges practices and development of an administrative policy.
- Prepared board presentation on customer feedback and season-end for public events in parks.
- Communicated with Davis, Hibbitts and Midghall regarding the opinion research conducted on the district's behalf.
- Updated public information policy and park rental use policy for board review in January.

Park Services December 2010

Administration

- Updated several components of our maintenance management system in the new version of MainTrac.
- Reviewed six contract proposals for architectural work on the Old Bend Gym roof.
- Completed review of our Park Resource Officer program.
- Completed the district energy audit with Energy Trust of Oregon.
- Hired new custodian for district office.
- Reviewed plans for pond at Pine Nursery Off -Leash Area.
- Completed application, M&O Inspection and site tours for compliance with DEQ-ECO BIZ recertification.

Facilities Staff

- Installed new metal bridge rails at Larkspur Park irrigation creek.
- Completed Eco BIZ alterations to the paint room at Big Sky shop.
- Built and installed storage racks at Juniper Swim & Fitness Center.
- Constructed and installed storage shelf at the Senior Center.
- Installed new light auto-timers in the restrooms at Drake, Big Sky, Blakely and Pioneer parks.

Landscape Management

Sports Field Staff

- Sprinkler blow outs are completed.
- Completed noxious weed removal at Kiwanis.
- Cut weeds and over seeded the hillside above Taylor field at Skyline Sports Complex.
- Recycled old tires from Park Service's Complex to the landfill.
- Assisted Urban Forestry with the tree thinning project at Shevlin Park.

Neighborhood Parks Staff

- Tree pruning at Harvest and Orchard parks is complete.
- General cleanup project at Larkspur Park is complete.
- Assisted Urban Forestry with tree thinning and pruning projects at Shevlin and Pioneer parks.
- Assisted Trails Staff on a fence project at Tillicum Ranch.

Premier Parks Staff

- Completed a pruning project in Pageant Park including thinning shrubbery along the river and in shrub beds.
- Starting on the Mirror Pond pruning and thinning project in the natural areas to provide more views of the river from the upper turf spaces in the park.
- Juan Saraz completed his pesticide training class in the Turf and Ornamental category at COCC.

Irrigation Staff

- Started rehab work on the community garden irrigation system.

Urban Forestry Staff

- Contracted canopy work on the locust trees at Pioneer Park to address a core infestation. A treatment plan is being researched for implementation in the spring of 2011.

- Soliciting bids from contractors for a portion of the removal of ponderosa pines from the Pine Nursery that will be scheduled this winter.

Shop

- Small equipment annual maintenance is in full swing in preparation for 2011 season.
- Built the guard rail for the bridge at Larkspur Park.
- Built gates for the community garden at Hollinshead Park.
- Snow removal, equipment repair and staff support is ongoing.
- Set up ATV training for snow removal staff.

Natural Resources

- Repaired the main field fence at Tillicum Ranch and cleaned up barbed wire and slash.
- Mixed this year's compost batch.
- Completed 50% of the fire fuel reduction project at Shevlin Park.
- Continued goose hazing effort.
- Met with a group of people opposed to the district's use of lethal methods of goose management.

Planning and Development Project Summary

December 2010

NEW CONSTRUCTION

Pine Nursery Community Park: Trail sign installation is underway. Waterline for fire suppression and off-leash area and phone line installation are underway. Fire hydrant has been installed and approximately 70% of main line has been completed.

Pine Ridge Neighborhood Park: Some soft surface trail work will be completed in January, 2011 weather permitting.

Pacific to Revere Deschutes River Trail: Trail work complete. Stairway removal and pump house rock veneer finish to be completed over the winter as weather permits.

South Canyon Boardwalk: The construction complete. Minor grading and plantings will be completed when weather permits.

PROJECT PLANNING AND DESIGN

Pine Nursery Community Park: The Conceptual Master Plan revision was approved on December 7. A public meeting is scheduled on January 12th to gather input and help determine the priorities for off-leash dog improvements. Staff is investigating the requirements to create a pond for the off leash area.

District Sign Program: Board reviewed first draft on December 7. Final review and adoption anticipated in March 2011.

Columbia Park Renovation: Bids have been received for trail, earthwork, hardscape, fencing and right of way improvements. Contract award is scheduled on January 4, 2011. Construction is anticipated to begin in winter/spring with planting and playground construction following hardscape completion. Design work continues on landscape and playground improvements.

Colorado Dam Paddle Trail Improvements: The board approved an Otak proposal for final engineering and permit drawings on November 16. Staff is currently reviewing the fee estimate and scoping items and negotiating a contract with Otak.

Miller's Landing: Trust for Public Land to exercise purchase option with Millbrook partners the last week in December; district and TPL to close land sale by March 31, 2011. TPL's final fundraising is nearing completion.

1st Street Rapids Bridge 2010 ODOT Project Readiness Initiative: The district has received a letter from ODOT reinstating the Project Readiness Grant funds for design of the trail sections and pedestrian bridge from Revere Ave. to NW First Street. The district will reissue an RFP in January for design services that will meet ODOT's contracting requirements.

Ponderosa Community Park Phase 1: An RFP for professional services has been advertised to assist with the engineering and infrastructure design and permitting requirements to begin the construction of phase 1 improvements at Ponderosa Park. Improvements included in phase 1 are a new access from Wilson Street, parking, utility extensions, right-of-way improvements and preparations needed to relocate the skateboard park. The RFP also includes work necessary to begin design of the Coyner Trail from 15th Street to Juniper Park.

LONG RANGE PLANNING

Comprehensive Plan Update: Comp Plan revision on hold pending completion of recreation and indoor facilities needs assessments.

Park Accessibility Project: Planning and Development will work with Park Services during the 2011-12 budget process to include recommended priorities and improvements pursuant to the Access Study in the Asset Management Plan.

District Trails Atlas: Project update and first draft review tentatively scheduled for the January 18, 2011 board work session.

Tumalo Ditch Restoration Project: Deschutes County is applying for a 2011 ODOT Flexible Funds grant to construct a paved portion of the trail (downstream of the OWEB portion) connecting OB Riley Rd. to Tumalo under the US20 Bridge.

City of Bend UGB Remand: Staff is working with legal counsel and the city on a draft revision of the Intergovernmental Agreement Regarding Coordinated Planning, Urban Services and Urban Reserve Areas (AKA an Urban Services Provider Agreement) requisite of state land use Goals 5 and 8.

Development Code Tune-up Package: Legal counsel submitted comments to the Bend Area Planning Commission on behalf of BPRD and the Bend La Pine School District regarding proposed revisions to the city of Bend ordinance regulating the location of cellular communications facilities. The PC meets on January 24 to consider suggested revisions to the ordinance draft.

PROFESSIONAL ASSOCIATIONS AND COMMITTEES

District Committees: Planning and Development staff continues to serve on the ERC and Safety Committees as well as Sustainability Team and Art and Walls Committee.

Community Involvement and Professional Associations: Norm Ziesmer attends COCA meetings. Steve Jorgensen attends COCA and BPAC meetings. Robin Laughlin serves as Oregon ASLA Treasurer. Bruce Ronning serves on the OPRD Local Government Grant Advisory Committee and the ORPA Legislative Committee.

Recreation Department December 2010

Recreation/Enrichment /Youth Recreation

- Winter/Spring Recreation Program Guide in the mail December 30th.
- Winter/Spring recreation program registration begins January 6th; January 13th for Out of District - program information is being placed into the registration software system.
- Operation Recreation programs operated at almost full capacity over the holidays December 20-30th with 289 participants.
- Recreation department won the district office holiday decorating challenge. Was there any doubt?
- Therapeutic Recreation will have a new page in the guide: Adaptive Sports and Recreation.
- Adult winter outdoor programs have been very popular with all the early snow.
- New partners for winter/spring include: Cada Casa at the Poet House; art, music, theater, photography, teen shirt design, Quiltworks; teen/adult sewing & quilting, Strollerstrides; adult cardio w/baby; Massage and Movement Therapies; movement and literature classes for adults.
- Planning an outdoor summit of people and organizations involved and interested in getting children into the outdoors.
- Planning a pilot project at Ensworth Elementary in mid February that is part of the Rx 2Thrive childhood obesity initiative.
- Updating the program development process to include the program pricing model.

Sports

- Youth Volleyball, grades 3-5 conclude December 18th with 27 teams and 250 participants.
- Middle school boys basketball ended December 16th; 45 teams, 436 participants.
- Middle school girls' basketball begins on Jan 3rd.
- Bitty Ball basketball, grades K-2 ended December 18th, 30 teams, 313 participants.
- High School Hoops began December 5th; 6 teams, 65 participants.
- Adult basketball is at mid season with 30 teams participating.
- First draft completed for sports facility rental agreements policy.
- Completing sports facility use report for 2010.

Jason Freiboth, sports specialist with the district for 12 years, passed away December 28th.

JSFC

- Open every day except Christmas Day.
- Special New Years Day event scheduled with special fitness classes and masters metric practice and celebration; open 9:00am – 12:00 noon.
- Afternoon recreation swims offered on all out of school days.

- Extended parent tot swims during break between swim lessons.
- New Fitness 101 classes starting in January in yoga, pilates, spinning, cardio and weight training.
- Expanding yoga and pilates programs in January in the former Pilates Connection space.
- Began implementation of MainTrac software to assist in preventive maintenance scheduling and inspections, repairs and asset management

Bend Senior Center

- The Cascade Horizon Senior Band performed a Holiday Concert on December 21st; 250 attended.
- Free Fitness Week at the center January 3-8; all drop-in classes are free.
- Fitness room hours expanding to Saturdays from 9:00am – 12:00noon beginning January 8th.
- Adding two morning fitness classes on Saturdays.
- Adding a total of 16 new fitness classes in the Winter/Spring Guide.
- Increasing volunteer opportunities and have received a great response from interested volunteers.

**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.*

Board Workshop – Friday, January 14 – 9:00 am – 1:00 pm

January 18

Work Session

- ◆ Receive Budget Committee applications
- ◆ Board review of draft trails atlas
- ◆ Park Resource Officer – update
- ◆ Update – energy audit with Energy Trust of Oregon
- ◆ Public Information Policy
- ◆ Rental/Special Use Permit Policy
- ◆ Gifts Policy
- ◆ Land Acquisition Policy

February 1

- ◆ Pricing & Cost Recovery Guide with update on recreation program development process
- ◆ Update 15-year Asset Plan
- ◆ District irrigation program
- ◆ Program Guide changes
- ◆ Appoint Budget Committee member(s)
- ◆ Appoint Benefits Committee (board members)

February 15

- ◆ Sustainability Plan
- ◆ Review district Sign Master Plan

March 1 (1 meeting)

- ◆ Annual Work Plan 2011-12
- ◆ Kiwanis Park renovation design
- ◆ Storm Water Plan update
- ◆ Emergency Management Plan
- ◆ Procurement Policy
- ◆ Budget Committee training
- ◆ Volunteer Program update
- ◆ Update – best practice water management – city of Bend
- ◆ Adopt district Sign Master Plan
- ◆ Review and Approve New Neighborhood Park design

April 5 & 19

- ◆ Budget Committee tour
- ◆ Update – district-wide work order program
- ◆ Update – Recreation partnerships
- ◆ Review draft Shevlin Park Master Plan
- ◆ Review draft Pacific Park Master Plan

May 3 (1meeting)

- ◆ Budget meetings
- ◆ Adopt 2011-12 SDC Fee Schedule
- ◆ Board elections
- ◆ Review draft Shevlin Park Master Plan
- ◆ Contract award: New Neighborhood Park

June 7 & 21

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