



Bend Metro Park & Recreation District

February 5, 2019

Board of Directors

Agenda and Reports

www.bendparksandrec.org



play for life



Our Vision

To be a leader in building a community connected to nature, active lifestyles and one another.

Our Mission

To strengthen community vitality and foster healthy, enriched lifestyles by providing exceptional park and recreation services.

We Value

Excellence by striving to set the standard for quality programs, parks and services through leadership, vision, innovation and dedication to our work.

Environmental Sustainability by helping to protect, maintain and preserve our natural and developed resources.

Fiscal Accountability by responsibly and efficiently managing the financial health of the District today and for generations to come.

Inclusiveness by reducing physical, social and financial barriers to our programs, facilities and services.

Partnerships by fostering an atmosphere of cooperation, trust and resourcefulness with our patrons, coworkers and other organizations.

Customers by interacting with people in a responsive, considerate and efficient manner.

Safety by promoting a safe and healthy environment for all who work and play in our parks, facilities and programs.

Staff by honoring the diverse contributions of each employee and volunteer, and recognizing them as essential to accomplishing our mission.



District Office | Don Horton, Executive Director

799 SW Columbia St., Bend, Oregon 97702 | www.bendparksandrec.org | (541) 389-7275

BOARD AGENDA COMMUNICATION

AGENDA DATE:	February 5, 2019
SUBJECT:	Senior Center Program Relocation during Summer Construction
STAFF RESOURCE:	Sue Glenn, Recreation Services Manager Brenda Chilcott, Senior Center Program Coordinator
PREVIOUS BOARD ACTION:	None
ACTION PROPOSED:	None – for information only
STRATEGIC PLAN:	
Theme:	Community Connection
Objective:	Respond to User Expectations
Initiative:	Invest in programs and services that appeal to older adults.

BACKGROUND

The Bend Senior Center will be closed this summer from Memorial Day to Labor Day for initial work on the Larkspur Community Center project. The decision to close was made only after careful consideration. The 14-week closure will save approximately \$250,000 in construction costs, and allow for the most disruptive work to occur without impacting patrons. Even without the summer long closure, the facility would have been required to close for several weeks.

District staff researched options for relocating some of the Senior Center programs and services to other locations with the goal of maintaining approximately 80% of the services. Staff is pleased to announce that Bend LaPine School District has offered the District use of Marshall High School for the summer. While there will be a two-week gap between the Senior Center closure and the end of the school year and a one-week gap at the end of the summer, the arrangement will allow the majority of the programs to continue. The Pavilion and Riverbend Community Rooms will help fill in these gaps. Sue Glenn and Brenda Chilcott will provide the Board with an overview of the plans and answer any questions.

BUDGETARY IMPACT

The District will be paying Bend LaPine Schools \$10,000 to offset the building operational costs for the summer. In the January 8, 2019 Board Workshop, staff shared that the financial forecast included an additional \$75,000 in estimated subsidy for the Senior Center for fiscal year 2019-20 for additional expenses and lost revenue resulting from the construction project. The \$10,000 expense for the summer is a portion of this estimated \$75,000.

STAFF RECOMMENDATION

None – for information only.

MOTION

None

ATTACHMENTS

None

BOARD AGENDA COMMUNICATION

AGENDA DATE:	February 5, 2019
SUBJECT:	Revised Fees and Charges Policy
STAFF RESOURCE:	Matt Mercer, Recreation Services Director Michael Egging, Management Analyst
PREVIOUS BOARD ACTION:	November 7, 2012: Ratified Fees and Charges Policy December 12, 2012: Ratified Out of District Use and Fees Policy December 18, 2012: Ratified Needs-Based Assistance Policy (Amended 10.15.13 and 4.3.18) October 2, 2018: Approved Cost Recovery Guidelines for Facility Rentals
ACTION PROPOSED:	None – for review and discussion prior to approval
STRATEGIC PLAN:	
Theme:	Financial Stewardship
Objective:	Maintain Financial Stability
Initiative:	Implement cost recovery /subsidy allocation strategy that identifies appropriate level of subsidy and supports financial sustainability.

BACKGROUND

The existing Fees and Charges Policy was ratified by the Board on November 7, 2012. The Board also ratified an Out of District Use and Fees Policy on December 12, 2012 and a Needs-Based Assistance Policy on December 18, 2012. Since then, the Board has approved cost recovery guidelines for rental facilities on October 2, 2018 although this was not included in any specific policy. With exception of the Needs-Based Assistance Policy, these policies have not been updated since inception. Staff has revisited these policies, updated them to reflect current practices and combined them into a single, comprehensive policy. Attached is a copy of the proposed policy as well as the existing separate policies. A summary of the substantial changes follows:

Section 1: General Policy. The introductory language and philosophy, including the Tax Use Model, remains essentially unchanged. The language regarding cost recovery and subsidy allocation has changed significantly; however, the original intent remains. The reason for the change is to clarify the Board's role in establishing cost recovery guidelines and align with current practices. Board and staff have not found it necessary or practical to review and approve cost recovery guidelines annually as the original policy states. In fact, cost recovery guidelines for recreation programs and services have not been modified since the policy was adopted. As a result, staff recommends that the cost recovery guidelines be included in the policy (rather than as a separate process annually)

and periodically reviewed (at minimum every 5-years). Subsidy allocation, or the actual amount of money budgeted for services, will remain a part of the annual budget process. The Fee Setting Methods section preserves the original concepts but is re-written for clarity. The Fee Setting Authority section is re-written to align with the recommendations described above regarding cost recovery

Section II: Cost Recovery Guidelines for Recreation Programs and Services. This section summarizes the methodology used for determining recreation program cost recovery including the cost recovery levels for different categories of recreation programs and services and the costs to be included. This was not included in the original Fees and Charges policy as this was to be reviewed and approved on annual basis.

Section III: Cost Recovery Guidelines for Facility Rentals. This section summarizes the methodology and guidelines that the Board approved October 2, 2018, including the cost recovery levels for the different types of rentals and the costs to be included in cost recovery.

Section IV: Out -of-District Use and Fees: This section incorporates the previously independent policy on Out-of-District Use and Fees. The only recommended changes are eliminating the \$50 maximum out-of-district fee per individual programs or facility rentals and recognizing that we do not attempt to charge an out-of-district fee for drop in use at recreation facilities.

Section V: Needs-Based Assistance: This section incorporates the previously independent policy on Needs-Based Assistance. The only recommended change is raising the income level for the highest level of need from 100% of Federal Poverty Guidelines to 130%. This is to be consistent with other assistance programs such the National School Lunch Program, SNAP (food stamps), TANF and others.

BUDGETARY IMPACT

There are no substantial budget impacts resulting from the recommendations. The cost recovery guidelines are the same as the Board has previously approved for both recreation programs and facility rentals. The recommended change to the out-of-district fee may result in a relatively small increase in rental revenue. The change in the qualifying level for the highest level of needs-based assistance will result in some additional use of these funds; however, the use of these funds has been well under budget the previous four years.

STAFF RECOMMENDATION

Staff recommends that Board consider the revised policy for approval at the February 19, 2019 Board Meeting.

MOTION

None at this time. Staff will incorporate any Board input into a final draft for approval at the February 19, 2019 Board Meeting.

ATTACHMENTS

Proposed Fees and Charges Policy Draft
Fees and Charges Policy (existing)
Out-of-District Use and Fees Policy (existing)
Needs-Based Assistance Policy (existing)

USER FEES AND CHARGES

SECTION 1: GENERAL POLICY

1. Purpose

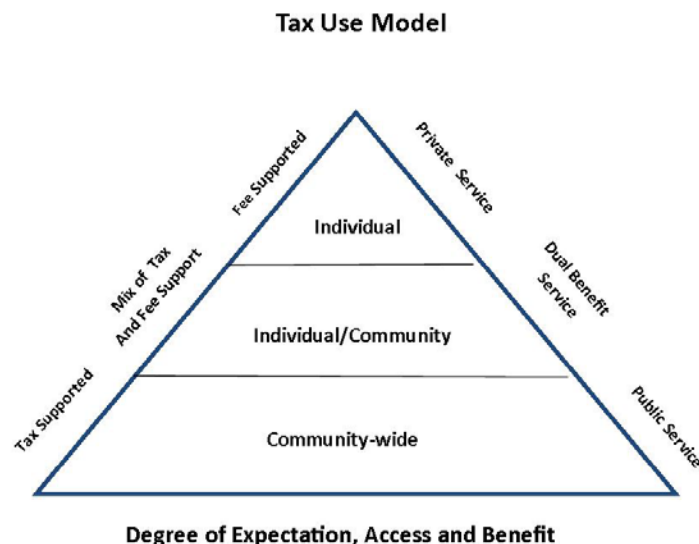
The purpose of the policy is to provide Board direction to staff in setting fees and charges for programs, facilities and other services.

2. Introduction

The Bend Park and Recreation District relies on a mixture of tax revenue and user fees to provide high quality, accessible and diverse park and recreation services to district residents. Tax revenues fund basic services such as parks, trails and natural areas and help support a wide variety of recreation opportunities. Fees and charges are used to offset some or all of the cost of individual participation in a program or use of a facility. Fees and charges shift some of the cost of providing a service to the individuals who benefit directly from it. By charging fees, greater tax support is available to spread over a broader range of services allowing for a more diverse and sustainable park and recreation system.

3. Funding Philosophy

The District approach to funding park and recreation services is represented in the Funding Model below. This model illustrates the relationship between the expectation for, access to and benefit from a service and how the service is funded.



4. General Service Categories

- A. **Community-wide:** Public services that are basic expectations, are widely accessible and provide community-wide benefit make up the base of the Funding Model. These services are usually supported fully or heavily through tax revenues. Examples include: acquiring, developing and maintaining parks, trails and natural areas; completing capital improvement projects; providing essential planning and administrative services; and, facilitating outreach and inclusion so that all may benefit from the system.
- B. **Individual/Community:** Many services provided by the District are not usually considered a basic service but respond to varying levels of community expectations and offer a blend of community and individual access and benefit. These dual benefit services are supported by a mix of user fees and tax revenues proportional to the degree of community expectation and access that the service provides. Examples include: the operation of recreation facilities; most recreation programs; community events; and, facility rentals for non-profit organizations offering community programs.
- C. **Individual:** Services that are not generally expected and/or have limited access and benefit to the community at large are considered private services. These services should not be subsidized through tax revenue and in most cases should generate revenue that help support other services that provide broader community access and benefit. Examples include: concession and merchandise sales; private and/or advanced instruction; and, private and commercial use of facilities.

5. Cost Recovery Methodology

- A. Cost recovery is the method for aligning fee and tax support with the funding philosophy described above. Cost recovery represents the portion of the cost of providing a program or service that is recovered through user fees. Services with broader community expectation, access and benefit therefore should have a lower cost recovery expectation than services that have more limited and individual access and benefit.
- B. Cost recovery expectations for different categories of services are approved and periodically reviewed by the Board of Directors. These cost recovery expectations provide guidance and direction to staff for establishing fees for fee-based services. The cost recovery expectations for service categories are expressed as a range. This is because a variety of factors influence actual cost recovery that cannot always be predicted during the fee setting process including: the number of enrollments; facility utilization levels; and, certain costs. By providing a cost recovery range instead of a single target, it is more realistic to ensure that services are consistently falling in the approved cost recovery guidelines.

6. Subsidy Allocation

Subsidy allocation is the actual amount of tax subsidy that is provided for a service based on the cost recovery expectation. For example, a service that costs \$100,000 to provide and has an 80% cost recovery expectation would require a tax subsidy of \$20,000 whereas another service that has the same cost recovery expectation but costs \$500,000 to provide would require a \$200,000 tax subsidy. Because tax subsidy requirements can vary greatly even with the same cost recovery expectation, it is important that subsidy allocation is considered alongside cost recovery. Subsidy allocations for different services are approved by the Board of Directors annually through the budget process.

7. Fee Setting Methods

- A. Fee setting for District programs and services are based primarily on the cost recovery methodology described above. Specifically, this includes:
 - Determining the appropriate category for the program/service
 - Identifying the cost of providing the program/service
 - Applying the approved cost recovery guidelines
- B. Fee setting will also take into account market considerations where applicable including:
 - What people would typically expect or be willing to pay for the service
 - Comparisons with other providers, both public and private, relative to the value of the service
 - Balancing participation goals and affordability with cost recovery expectation
- C. Program fees should at a minimum meet the cost recovery guidelines. Program fees and the resulting cost recovery may be higher when market conditions allow, freeing resources for programs and services that require higher rates of tax support.

8. Fee Setting Authority

- A. The Board of Directors approves cost recovery guidelines for different categories of programs and services. These guidelines are included in this policy and shall be reviewed no less than every five (5) years.
- B. Fees are established by staff for specific programs and services based on the Board-approved guidelines in this policy. Fees will be evaluated and updated to ensure they continue to meet cost recovery guidelines.
- C. The Board delegates to the Executive Director or designee the authority to approve fees that do not meet the cost recovery guidelines.

SECTION II: COST RECOVERY GUIDELINES FOR RECREATION PROGRAMS AND SERVICES

- 1. Program Category Descriptions:** District recreation programs and services are separated into the following categories based on the degree of community versus individual access and benefit the program provides and the relative level of expectation and reliance the community has for the program.
 - A. Issue-Focused Services:** Programs and services designed to address a community issue or need that the District has identified as a priority for use of tax resources. Services such as needs-based assistance, inclusion services, outreach and targeted programming to underserved populations are examples.
 - B. Core Programs:** Programs that are central to supporting the District’s mission and initiatives and that there is strong expectation that the District provides. It is also unlikely that other providers could meet the community need. Programs in this category have broad interest, access and participation such as public swimming and skating times or serve a strongly identified need such as after school care, swim lessons and youth sport leagues.
 - C. Complementary Programs:** Programs that complement core services and contribute to fulfilling the District mission but that there is a lower expectation for the District to provide. Similar programs are typically offered by other providers. Programs in this category include activities with more specialized interest and focus and generally lower capacity and participation such as art, enrichment, STEM and facilitated outdoor programs.
 - D. Specialized Programs:** Programs not expected and/or necessary to fulfill the mission of the District and serve a narrower population or interest. Programs often require a specific skill level and/or have very limited capacity, and are usually offered by private providers as well. Examples include advanced classes and camps, individualized instruction, small group training, etc.
 - E. Private Benefit Services:** Services that do not directly support the District mission but are desired by some and can produce revenue to help offset the cost of providing public benefit services. Examples include food and beverage sales, merchandise for resale and private rentals of facilities.
- 2. Cost Recovery Guidelines:** The following cost recovery guidelines will be used to establish fees for the categories of recreation programs and services described above. Operated facilities include Juniper Swim & Fitness Center, The Pavilion and Larkspur Community Center.

Program Category	Operated Facility	Non-Operated Facility
Issue-Focused Services	0-50%	0-50%
Core Programs	60-80%	80-100%
Complementary Programs	80-100%	100-120%
Specialized Programs	100-120%	120-140%
Private Benefit Services	120%+	140%+

3. Costs Included in Cost Recovery: The following cost will be considered when applying the cost recovery guidelines to the different categories of recreation programs and services.

Location	Direct Costs	Program Management	Registration	Marketing	Facility Operations	Organizational Support	Capital Costs
Operated Facility	Yes	Yes	Yes	Yes	Yes	No	No
Non-Operated	Yes	Yes	Yes	Yes	No	No	No

- **Direct Costs** – costs directly associated with providing the program including staff wages, payroll taxes and benefits, consumable program supplies, etc.
- **Program Management** – costs of planning, coordinating and managing the program including staff wages, payroll taxes and benefits, and indirect costs such as office supplies, phone, staff training, etc.
- **Registration** – costs associated with registration and customer service to support the activity including customer service wages, payroll taxes and benefits, credit card processing fees, printing, etc.
- **Marketing** – costs associated with marketing and communication efforts including the production and mailing of the Playbook, website management, advertising and other collateral material.
- **Facility Operations** – direct costs of operating and maintaining facilities including utilities, maintenance, repairs, janitorial, and staffing and materials required to support the ongoing maintenance and operations of a facility.
- **Organizational Support** – services that support the overall operation of the District, including: Human Resources, Finance, Business, IT, Community Relations, Planning and Development, Executive Directors office, etc.
- **Capital Costs** – the initial capital costs to develop the facility, including annual debt service payments or depreciation of these investments and ongoing capital costs required to maintain and improve District facilities and assets.

SECTION III: COST RECOVERY GUIDELINES FOR RENTAL FACILITIES

1. **Rental Definitions:** A facility rental is considered any third party reserved use of a District park, facility or portion thereof. Facility rentals are divided into the following three service categories for cost recovery consideration.
 - **Community Events:** Functions that are promoted as community-wide events and open to all who choose to participate.
 - **Organized Sport User Groups:** Use of facilities to operate organized sports or other recreation activities that are open with some limitations to registered participants.
 - **Exclusive Functions:** Rentals intended for exclusive use by invited guests such as weddings, birthday parties, holiday parties, reunions, etc.

2. **Renter Types:** The District recognizes four types of renters in its cost recovery guidelines. The renter type is based on the purpose of the rental function rather than the renting entity.
 - **Partner:** Renter is a formal partner of the District for the rental function.
 - **Non-profit:** Renter is a non-profit organization conducting activities that directly support the mission and purpose of the non-profit organization.
 - **Private:** Renter is a private individual.
 - **Commercial:** Renter is engaging in a commercial “for-profit activity” whether a fee is charged directly or not.

3. **Cost Recovery Guidelines:** The following cost recovery guidelines will be used to establish fees for the various categories and types of facility rentals.

Rental Function	Partner	Non-Profit	Private	Commercial
Community Events	0-50%	50-75%	N/A	100-125%
Organized Sport User Groups	0-50%	75-100%	100-125%	125-150%
Exclusive Rentals	0-50%	100-125%	125-150%	150-200%

4. **Costs Included in Cost Recovery:** The following cost will be considered when applying the cost recovery guidelines to the different types of facility rentals.

Facility Type	Reservation	Direct Service	Facility Operations	Organizational Support	Capital Improvements	Capital Costs
Parks & Shelters	Yes	Yes	No	No	No	No
Athletic Fields	Yes	Yes	No	No	No	No
Recreation Facilities	Yes	Yes	Yes	No	No	No
Rental Halls	Yes	Yes	Yes	Yes	Yes	No

- **Reservation** – costs associated with reserving and renting the facility, including processing reservations, credit card procession fees, permits, logistical plans, etc.
- **Direct Service** – cost of direct services provided by the District to support the rental activity such as athletic field preparation for specific activity, athletic field lighting, additional trash or restroom service, site and utility modifications, staff logistical support, delivery and/or set-up of equipment, etc.
- **Facility Operations** – direct costs of operating and maintaining a park or facility including utilities, maintenance, janitorial service, general turf maintenance, staffing and materials required to support the ongoing maintenance and operations of a facility, etc.
- **Organizational Support** – services that support the overall operation of the District, including: Human Resources, Finance, Business, IT, Community Relations, Planning and Development, Executive Directors office, etc.
- **Capital Improvements** – capital costs required to maintain and improve District facilities and assets.
- **Capital Costs** – the initial capital cost to develop the facility, including annual debt service payments or depreciation of these investments.

SECTION 4: OUT-OF-DISTRICT USE AND FEES

- 1. Philosophy:** The Bend Park and Recreation District was established to provide park and recreation services to those who reside or own property within district boundaries. District residents and property owners pay taxes to support District operations. The District recognizes visitors and residents from outside of the District's boundaries will also use and enjoy District parks, facilities and programs. In order to limit the financial subsidy of providing services to non-resident users and ensure that non-resident users pay their fair share for services, the District will normally assess additional fees to non-resident users where fees are charged.
- 2. Recreation Programs**
 - A. Most District recreation programs are designed primarily to serve and benefit district residents; however, the District encourages non-resident participation as many would not otherwise have access to these services. Non-resident participation can also contribute to the overall financial viability of programs by filling available spots. In the event that non-resident participation significantly displaces district residents, the District will consider implementing priority registration to district residents through early registration or other means.
 - B. Non-residents will be charged a 20% out-of-district fee in addition to the in-district fee to participate in most recreation programs. The following recreation programs are exempt from out-of-district fees:
 - Drop-in fees at recreation facilities (due to the difficulty in verifying District residency)
 - Programs offered in partnership with Bend-La Pine Schools (for students who reside outside the Bend Park and Recreation District, but within the Bend-La Pine School District boundaries)
 - Private-benefit and specialized services that exist to generate revenue and do not require tax support (i.e. concession and merchandise sales, personal instruction, specialized training, etc.)
 - Exceptions as granted by the Executive Director
- 3. Facility Rentals**
 - A. District facilities are developed and operated primarily to benefit district residents. Many of these facilities are made available for rent by private parties or organizations. The District will prioritize residents when feasible; however, many facilities are scheduled on a first come, first serve basis so resident priority is not possible.
 - B. Non-residents will be charged a 20% out-of-district fee in addition to the in-district fee to rent facilities. The following rentals are exempt from out-of-district fees.
 - Governmental agencies or non-profit organizations serving district residents
 - Exceptions as granted by the Executive Director

SECTION 5: NEEDS-BASED ASSISTANCE

1. **Philosophy:** The District believes that everyone should have the opportunity to benefit from recreation activities. The District provides this opportunity by offering a diverse array of recreation options, from parks and trails to recreation facilities and programs. Many recreation options are available to the public without charge, including: parks, trails, playgrounds, outdoor basketball courts, skate parks, tennis and pickleball courts, etc. Most organized recreation programs and indoor recreation facilities require a fee to participate. The District recognizes that these fees can present a barrier for some. As a result, the District provides assistance to facilitate access to fee-based recreation programs and facilities for those who are unable to pay the regular fee. While the District would like to make all programs available to district residents regardless of ability to pay, services must be prioritized to ensure that the highest and most critical needs are met with available resources.
2. **Types of Needs-Based Assistance:** Financial assistance is provided by the District through two primary methods.
 - A. **Scholarship Program** uses resources from a specifically budgeted line item to fund a portion of the regular participation fees. The Scholarship Program is supported through revenue received from cell phone tower leases, Bend Park and Recreation Foundation donations, and General Fund tax resources.
 - B. **Free or Low Fee Programs** includes programs that are offered free to the entire community and/or subsidized services that target low income families and individuals.
3. **Eligibility For Needs-Based Assistance:** Eligibility will be based on household income and family size.
 - A. Households whose incomes are at or below 130% of the Federal Poverty Income Guidelines receive priority funding and qualify for the highest level of assistance.
 - B. Households whose incomes are at or below 185% but above 130% of the current Federal Poverty Income Guidelines are eligible for assistance at reduced levels.
 - C. The District will work with the Family Action Network and other local agencies to identify and address extreme cases where assistance programs are not adequate to facilitate participation.
4. **Funding Priorities:** In order to ensure the most critical needs and services are funded, the following priorities have been established:
 - A. Priority will be given to the following **populations** in order:
 1. Individuals with disabilities, including those on long-term disability.
 2. Youth 18 years and younger.
 3. Adults 19 years and older with qualifying health considerations.
 4. General senior population (65-years or older).
 5. General adult population (19-64 years).

- B. Priority will be given to the following **programs/services** in order:
 - 1. Issue-focused programs.
 - 2. Core recreation programs.
 - 3. Complementary recreation programs.
 - 4. Needs-based assistance will not be offered for specialized programs, private services, rentals or the out of district portion of fees.

5. Needs-Based Assistance Plan and Funding:

- A. An annual Needs-Based Assistance Plan including recommendations regarding service levels and funding requirements will be approved by the District Board of Directors.
- B. The funding required for the Needs-Based Assistance Plan will be approved through the budget process each year.
- C. The following strategies will be considered if the approved funding is not adequate to meet the demand for needs-based assistance.
 - 1. Suspend funding to lower priority populations.
 - 2. Suspend funding of complementary recreation programs.
 - 3. Reduce the percentage of fee covered by needs-based assistance programs.
 - 4. Implement limits on the amount of funding received per individual/household.



Board of Directors

December 18, 2018

District Office Building | 799 SW Columbia | Bend, Oregon

AGENDA

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5:30 p.m. MEETING CONVENED

BOARD PRESENT

Brady Fuller, Chair
Ted Schoenborn, Vice Chair
Nathan Hovekamp
Lauren Sprang
Ellen Grover

STAFF PRESENT

Don Horton, Executive Director
Michelle Healy, Planning and Park Services Director
Matt Mercer, Director of Recreation
Julie Brown, Manager of Communications and Community Relations
Lindsey Lombard, Administrative Services Director
Sheila Reed, Executive Assistant
Brian Hudspeth, Development Manager
Betsy Tucker, Finance Manager
Sasha Sulia, Superintendent of Park Operations

MEDIA

Stephen Hamway, The Bulletin
Jacob Larsen, KTVZ

WORK SESSION

1. Report on South UGB DRT Connection – *Michelle Healy, Mary Orton and Turner Odell*

Ms. Sulia introduced Turner Odell and Mary Orton to the Board. Mr. Odell gave an overview of Oregon Consensus as an organization. He said that Oregon Consensus is Oregon's legislatively established program for public policy consensus building and conflict resolution. After reviewing proposals and consulting with a few stakeholders, Mary Orton was selected to perform this assessment. This program provides a neutral opportunity to help the community to work toward a solution.

Ms. Orton reviewed the conflict assessment report, which can be found on page 4 of the January 15, 2019 Board Report at this link <https://www.bendparksandrec.org/wp-content/uploads/2019/01/0-Board-Report-Web.pdf> Ms. Orton covered a wide breadth of issues in the report and highlighted a few of these areas. Overall, she said that there is a lot of conflicting facts about the project and some mistrust amongst some of the interviewees. Most of the people that were interviewed are willing to consider and participate in a collaborative process.

Ms. Orton reviewed her recommendations that are also in the report. Some of the recommendations are as follows:

- Trust Building Conversations: continue with trust building conversations starting with 1:1 conversations or very small group discussions. She further recommended that these meetings could be facilitated by a professional trained in helping people have difficult conversations.
- Neutral Convenor: An outside leader that would be engaged in the remaining steps to prevent any impression that the District is attempting to control the process or outcome.
- Joint Fact-Finding: Due to the large number of disagreements as to fact, speaks to the need to address and attempt to resolve the disagreements.

Upon completion, a decision would be made about whether the process moves forward or not. If the process is to move forward, there would be further community collaboration and considerations such as funding of the process to be explored. A consensus process and decision rule should be decided upon so that it is clear and everyone at the table can live with the outcome. It also gives an incentive to people to not just reject a proposal, but try to make it better so that they can live with the outcome.

Director Sprang said that she read the report and two things jumped out to her, the lack of trust and the disagreement on facts. These would both need to be resolved. She said she thinks the District would like to be in alignment with environmental stakeholders and there is common ground mentioned in the report that the District takes care of and preserves the river and encourages people to get out there and be future environmental stewards. Sharing these common goals, she said it was disappointing to hear that this divide has been created. Moving forward, Director Sprang expressed that she would like to know more about the financial commitment and commented that the report suggests that costs could be shared with other stakeholder groups, but wondered if that would even be possible.

Director Hovekamp said that it is difficult to hear the comments about trust and the need to rebuild it. He said that it is important to remember that these are impressions of the people that are being interviewed and many were selected due to their opposition to the bridge. This is not characteristic of broadly speaking of the entire community. The District has a lot of data that the community does trust the District and people love the work that the District does. The District generally has a good relationship with the community.

Director Grover said that she was one of the interviewees. She said that it is her view the District tries to provide equitable trail connections and access while also trying to be good stewards too. She said the trail system is used much more than ever before because the community and tourism are both growing. The bridge provides an opportunity for connectivity. District land bumps up to forest service and we should get creative and figure out how to integrate these trail systems and provide good experiences to people. There should be a broader look at the trail system and stay consistent with the comp plan that was just adopted. The trail system is one of the most important things that the District does. This is a piece of a large network and should reflect the values in our community.

Director Schoenborn said that he can't help but agree that the fact finding and trust issues are the two major issues here. One of the ways to gain trust is to start the fact finding first and that becomes the basis for all further conversations. He said he does not believe that the District is in a position to discuss this until there is an agreement on the facts. He said that he admired the study provided and it gets us off to a good start; there is need to have a facilitated discussion. He hopes this is a good start to the discussion.

Director Fuller said that he feels better with this tonight than he did several months ago reacting to the legislative moves. This is more collaborative and he appreciates the work that has been done.

Director Fuller invited visitors that would like to speak about the project to the podium for comment.

VISITORS

Larry Waters – River Rim HOA President: Mr. Waters briefly spoke about his extensive experience as a public works director in multiple cities, dealing with environmental issues and native species act. As the president, he expressed the HOA's support for the process, the sorting out of facts, and he said he appreciates the comments about trust. Mr. Waters added that he has been in Bend seven years and is unaware of any trust issues. In his vast experience with councils, he remarked that trust issues often boil down from those that did not get what they want, not so much wrong doing by the agency in charge. He went on to further say that if the community was asked about the District that he was sure the majority would say that the District does a good job.

Val Girard – Co-Chair of DogPAC: Ms. Girard read a statement on behalf of the Board of DogPAC. It is attached to the minutes.

Eric Anderson – Mr. Anderson has lived in Bend 25 years. He has travelled all over the country and has seen city leaders in other places that have had the courage to preserve places for everyone. He spoke of Lehigh Valley in Pennsylvania as an example. The city developed canals as walkways for people to use. The trails are beautiful and well used; they go through neighborhoods that likely objected to the trails, but now these trails bring the community together. He continued to say that it is important to take a long term perspective. He referenced the work of Teddy Roosevelt and the criticism he received for setting large parcels of land aside for the people and without this people would not have access to these areas today. Mr. Anderson next remarked about the south crossing bridge and how widely used it is and what it would be like without it now.

This is a community issue; he was disheartened when Salem stepped in, and the protections on the river were designated for political reasons. Everyone should come together and make a solution. He thanked the Board and Executive Director Horton for their courage on the existing south bridge which no one would say was a bad idea.

Mandy Bonahan –Ms. Bonahan said she likes to use Good Dog Park and brings out of town guests who are always impressed that there is a park for dogs on the river. She explained that she likes to run in this park with her dogs because they can be off leash and she doesn't have to worry about conflicts with other users. Earlier this year at the Green Lakes trailhead she was confronted by a hiker who tried to hit her dogs with a trekking pole, which is another reason she really appreciates having the off leash area. Ms. Bonahan shared a concern from a friend that lives on the east side of town. The concern is that there would not be a parking area and without a parking area, there is no benefit to those that live east; they would still have to drive to the west side to use the park. She spoke about all the activities that she enjoys with her dogs and said she would hate to lose the off leash access at the Good Dog park.

Allison Wirth: Ms. Wirth commented that her focus is on the existing trail that is already heavily used. People are happy with the trail and there is no problem to fix. What we have now is great, people are happy and people do not want to lose the off leash access. The bridge is a threat to the off leash access. There is not a need for the bridge. The environmental impact would cause problems for the wildlife. She agreed with an earlier speaker that Salem should be involved and said it is not about politics; Salem got involved because it's about the environment. House bill 4029 passed last

February to protect the environment. There are a lot of areas to add trails and that stretch of the Deschutes is not the place to do it.

Don Hartsell: Mr. Hartsell purchased a home along the river 30 years ago. He has lived on two other rivers in his life in Indiana and offered a word of caution, once you do something to the river, it cannot be undone. The charm of this river is that it has not had a lot done to it. He is concerned that by talking about the data first that data can be shaped for the process. The trust issue is really critical and people will argue about the data and can interfere with building trust. He closed by advising the Board to be careful what they do because it is a wonderful river and he would like to see it preserved in as wild of a setting as possible.

Erik Fernandez, Oregon Wild: Mr. Fernandez said that he is amazed how educated people can look at an issue like this and have so many disagreements about the facts. The facts should be undisputable and there should be more common ground. He said that he is interested in coming to the table and getting to the facts and is interested with beginning with the facts. He said that it is important to remember that this is the national forest land and it belongs to all of the people. Congress has spoken and designated this as a wild and scenic river and this involves more than just the people in this room. He looks forward to finding more common ground and building trust. Oregon Wild is interested in upholding protections for public lands, rivers and wild life.

Michael Eisley: Board member of the coalition of the Deschutes: Mr. Eisley participated in the Upper Deschutes advisory group, one of the prior attempts at a public process. He said that he is one of the people that have a trust problem. He said the District is not a conservation and recreation group, but a park and recreation group. There has been an underappreciation for the community that values the wildness and scenic view of the proposed placement of the river. The recommendation of Mary's report would go a long way to build trust. Giving up control to a broader group would be a huge step forward. The river is not just another park, it belongs to the people. He closed by encouraging the Board to follow the recommendations of Mary's report.

Mari Hanes: Ms. Hanes has lived on River Bend Drive for 36 years. Ms. Hanes spoke about the Deschutes River stamp that is coming out in January representing one of the ten scenic rivers of America. She said she loves the idea of mediation and is hoping that someone that is knowledgeable about fires can be involved in the process. She said she has lived through two fires on her street and shared the stories of the two fires. She expressed concern about the wind tunnels and the study of them and would like to see some fire experts involved.

Foster Fell: Mr. Fell submitted a letter for the record. It is attached to the minutes.

2. City of Bend Community Climate Action Plan – *Sasha Sulia, Cassie Lacey and Gillian Ockner*

Ms. Lacey presented the City's plan. She said the City Council passed a resolution in 2016 adopting climate action goals. The goals are as follows:

City Operations

Strategic Energy Management Plan to:

- Become carbon neutral by 2030
- Reduce fossil fuel use for City facilities and operations by
 - 40% by 2030
 - 70% by 2050

Community Wide

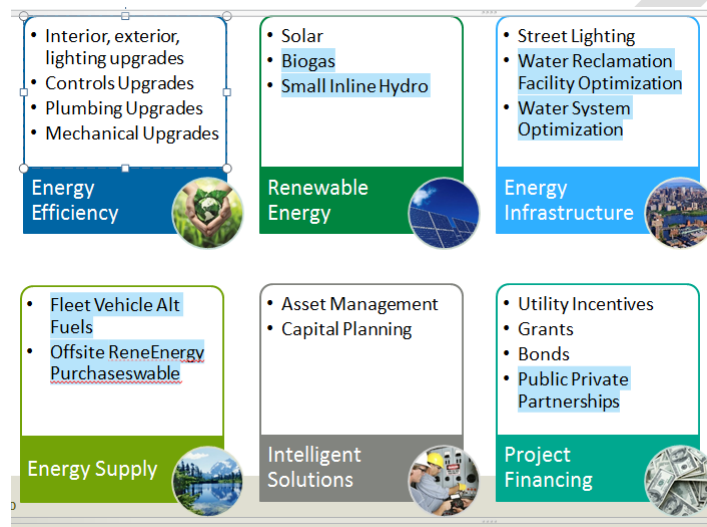
Community Climate Action Plan to:

- Reduce fossil fuel use community wide by
 - 40% by 2030
 - 70% by 2050

Ms. Lacey said that it will require strong partnerships with other public agencies in order to achieve the community wide goals. For the City's operation goals there has been a heavy reliance on the involvement with Energy Trust of Oregon's Strategic Energy Management program. She acknowledged that both the City and District have been working with Energy Trust to reduce overall energy use. The City has also hired Ameresco, an energy services company, to conduct energy audits of City facilities and make recommendations on investment opportunities to further save energy.

Ms. Lacey showed this slide indicating that the City is expected to pass a project bundle that includes many of the projects proposed by Ameresco.

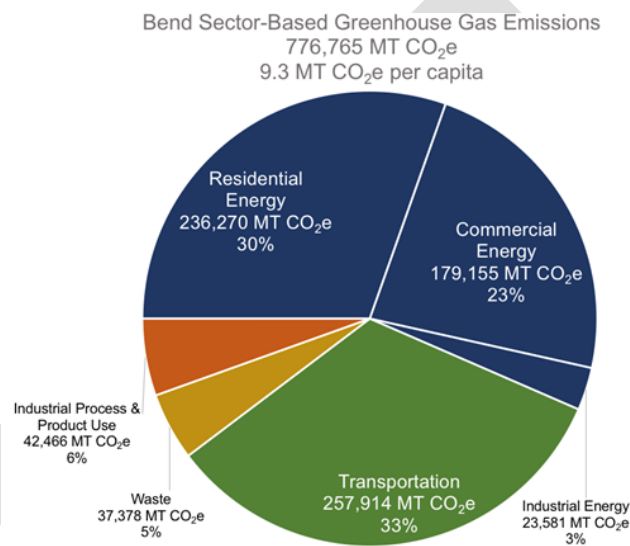
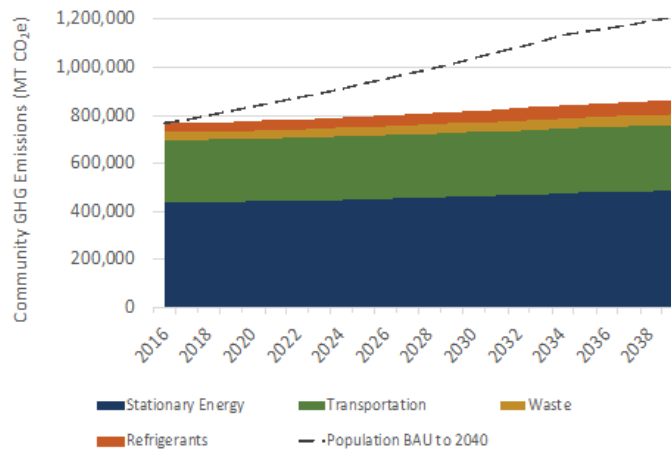
PATH TO CARBON NEUTRALITY FOR CITY OPERATIONS



The City's role and scope is to act as a convener and bring together community stakeholders to identify voluntary pathways for carbon reduction. This is primarily grant funded and the City has paid for some staff time. A Sustainability Coordinator was hired and a Climate Action Steering Committee convened in April 2018. This committee is made up of 13 community members from government agencies, private companies and topic experts in the area.

Ms. Lacey said that the first steps in the Community Climate Action Plan included research for best practices from other communities and engagement with resources available to work through questions and challenges.

Business As Usual Forecast



The top figure above forecasts Bend's community emissions, the dotted line shows 2016 emission rate with projected community population growth to 2040. The colored areas show the reduction in emissions due to existing state and federal policies, which are intended to reduce emissions by 28 percent compared to business as usual. With the anticipated population growth, emissions will still grow by 13 percent by 2040.

Ms. Lacey reviewed the timeline of the plan and said that in September 2019 it is expected to have a draft plan to the Council for review.

The opportunities for engagement include:

Advisory Working Group Input

- Led by Climate Action Steering Committee members
- Seeking direct input on barriers, objectives, and equity considerations
- Goal: **brainstorm and create a list** of potential climate actions
- We are providing direct invites to major stakeholders to be at the table
 - Examples: Pacific Power, Cascade Natural Gas, Central Electric Coop in the Energy Supply group; builders and realtors in the Energy Efficiency in Buildings and Waste and Materials Management groups

Community Survey

- January 2019, open for the whole month
- Seeking broad community input
- Allow the community to respond to proposed ideas from working groups
- Share how the proposed ideas might impact you

Ms. Sulia spoke about the current sustainability work at the District including:

- SEM Cohort: Many energy saving projects have been identified and implemented throughout the District resulting in earning checks from the program.
- Sustainability Committee: Helps educate staff on energy saving ideas and encourages staff to submit ideas that are sustainable.
- Transportation-trails
- Staff led initiatives: Staff are attending workshops and implementing practices at the District.
- Data tracking

Ms. Lacey reviewed some of the best practices associated with energy supply, energy efficiency in buildings, waste and materials management and transportation.

The Board expressed their interest in being a partner in this, commenting that the District staff is a good resource and supports them staying engaged.

6:50 p.m. BREAK/TRANSITION

7:00 p.m. BUSINESS SESSION

VISITORS

Craig Lacey: Mr. Lacey has lived in Bend about 34 years; he has followed Mirror Pond issues since the dredge in 1984 and has been involved in other river issues as well. Mr. Lacey complained about the lack of public process and involvement in the discussions to dredge Mirror Pond. He said that the first meeting of the group was closed to the public and later meetings were open, but only a few people attended. Notices went out only three days before the meetings and no agendas were posted. Mr. Lacey said he was only allowed to speak for three minutes at the beginning of the meeting and was not allowed to ask questions. He believes that there has been limited opportunity for the public to speak about this especially since Pacific Power has decided to keep the dam. He stated that during the vision process, the community made very clear that there should not be any new taxes assessed to pay for the dredge, but that is what is being proposed. The franchise fee is highly regressive and hurts the people that can least afford it. He recommends that the public be allowed to vote on whether they want to spend the money on the project.

Michael Tripp: Dr. Tripp read a letter that he had written to the Board. It is attached to the minutes.

Gary Timm: Mr. Timm said that he is President of the city of Bend and he does not support the current proposal to dredge Mirror Pond. He remarked that other alternatives need to be explored and he does not believe that the need for dredging has been adequately demonstrated. He further said that it has been shown that if the pond is left alone the natural wetland habitat will develop, especially if restoration funding is committed to achieve this. This would be considerably cheaper. He went on to say that the public has not had adequate opportunity to participate in the process. He listed many other unfunded needs that the money could be spent on and cautioned on spending six plus million dollars on private property without the public weighing in. He concluded by saying this

should be put before the voters and should only be considered with a fish passage included in the project.

Jerry Freilich: Dr. Freilich is an aquatic ecologist (PhD), he is relatively new to Bend (3 years). He gave a description of his broad background and career of 25 years with the National Park Service. He was the chief scientist working on the removal of two dams in the Olympic National Park and it took 13 years. He commented that he is not here to discuss dam removals, but is very concerned about what he has read in the press, online and in the meeting minutes about the dredging of Mirror Pond. A previous speaker said that we are in the ninth km of a 10k race; Dr. Freilich disagrees with this comment. Public opinion can and needs to be involved and in his experience he has seen public opinion change 180 degrees over long periods of time. In this case of Mirror Pond, Dr. Freilich feels that the science is weak or lacking and the need to dredge is not urgent and can wait until the public weighs in. He continued to say that there is no way that this should be done without financial transparency and open to the public, public opinion can be changed and consensus can be reached.

Todd Taylor: Mr. Taylor has been a resident of Bend for 56 years. He commented that he is the speaker that made the reference to the 10k race; he still believes that we are at the last part of the race. Mr. Taylor referred back to the MOU signed with the District back in September 2016 and said there were multiple meetings with several agencies and the community and he strongly disagrees that public process was not allowed. The MOU was signed with the intent to advance the community vision of removing the sediment. The MOU also designates the responsibility of each involved party for the process. MPS was responsible for getting all the permits, which was also subject to public comment. The permits have been obtained. The District was responsible for taking more of the park where some of the sediment was located and use to increase the acreage of the park. MPS has done everything that was agreed upon in the MOU. He recognizes that not everyone is in agreement, but the process has been taking place for a very long time. He said he is looking for the financial support to get the job done.

Allegra Briggs: Ms. Briggs is in agreement that there should be some sort of a referendum. She mentioned the online survey that she thought may have been done ten years ago and she thinks that people are still making decisions based on that information that she understands is not statistically valid. She went on to say that the population is very different today than it was ten years ago and decisions should be based on what people want today. She further expressed some concerns about the safety of the project.

Mathias Perle: Mr. Perle is a Bend citizen and also works as the restoration program manager at UDWC. Mr. Perle does not believe that public funds should be used for dredging as a stand-alone project. He would like to see funds used as a community supported holistic solution for Mirror Pond that includes benefits to the river such as a fish passage. Every dollar spent on dredging cannot be used as to leverage grant funds for restoration. A dollar spent on dredging could cost two dollars in grant funding.

Director Hovekamp asked how the District's decision to contribute funding toward dredging the river may affect future funding with the District and UDWC. Mr. Perle responded that it is difficult to answer, the majority of UDWC projects are community supported with science based solutions and public engagement. The impact to future funding is hard to answer, but he would like to continue to work with the District and advance in the common goals with the riparian projects. He reiterated that he would like to see the money for the dredge spent in a more holistic way.

David Paulson: Mr. Paulson said that the District is the last bastion to protect us in this situation. He said most of us are environmentalist, and addressed that the Board likely consider themselves as environmentalists. He said the Board campaigned on preserving Oregon's natural beauty. The community is divided and it is not clear that the community supports the dredge. Mr. Paulson referenced prior Resolution 375 that says the dam should be modified to function more like natural part of the river, enhance habitat, enable fish passage and identify sources other than tax dollars. None of those things are being met today. Mr. Paulson went on to quote campaign statements that some of the Board members made regarding protecting the environment. Mr. Paulson closed with saying the money spent on this project does nothing to benefit the Deschutes River. He urged the Board to follow the stated values of the District.

Foster Fell: Mr. Fell said that he respectfully disagrees with Mr. Taylor; the process has excluded the environmental and grass root voices for a decade. He claimed that there are not any valid statistical surveys of the sentiment of the public to achieve community consensus. He cited a survey done by the City three years ago that showed significantly more people prefer improved water quality, river banks and wildlife habitat in favor of aesthetics of Mirror Pond. He further stated that the process should be reopened to the public with stakeholders and environmentalists before funds are allocated. He spoke about a no dredge option as an option to be considered. He asked the Board to live up to its vision to be a leader to build a community connected to nature,

CONSENT AGENDA

1. Meeting Minutes – 12/4/2018

Director Schoenborn made a motion to approve the consent agenda. Director Sprang seconded. The motion passed unanimously, 5-0.

BUSINESS SESSION

1. Resolution No. 418 Mirror Pond Solutions – *Don Horton*

Executive Director Horton reviewed the vision in Resolution 418 with the Board. He said that some of the goals have been met and some fall short such as creating a fish passage as an example. He went on to explain the process and said that at the time of these meetings a geomorphologist, a hydrologist and US Forest Service personnel were all on the team, this is in contradiction to the statements made earlier that these type of groups were not included.

The meetings that were held had 75-100 people in attendance and the community was split almost equally on the dredge and a free flowing river. The vision that ended up being adopted had the pond elevation remaining the same; the dam would be modified to be more of a spillway that would allow for fish passage and riparian habitat restoration and the Deschutes River Trail would be part of the plan as well and some modifications to the parking areas. The District went into negotiations with PacifiCorp in hopes of the District acquiring ownership of the dam. At about the same time MPS acquired ownership of the land under the pond and began their own negotiations with PacifiCorp. After many meetings, PacifiCorp decided to maintain ownership of the dam eliminating the option of the new vision that had so much community support. Executive Director Horton said that there is still an option to create a fish ladder sometime in the future. He explained the City's effort in reducing the sediment from the outfalls of the storm water as one more piece of the vision coming together. The District is doing the riparian and habitat work, and extending the Deschutes River Trail and funding the over six million dollar project. Looking at the entire vision a lot of the pieces are coming

together and dredging was part of the original vision. He further explained the modification of the dam from the vision and private sector development will not happen at this time.

The size of the project required that it be broken down in pieces and there has been a lot of public discussion about each piece. Executive Director Horton said that with all of the discussion about the project that it is the most robust public process that Bend has experienced. Where this may have fallen short is on the goals to not use tax dollars, but it would be very difficult to do otherwise due to the scope of the project. Funding options discussed by the committee included the franchise fee, which was not viewed as a tax and the other option was an improvement district, which is no longer a viable option.

Executive Director Horton continued to review Resolution 418 with the Board.

The Board asked for clarification that if all of the conditions of the resolution are not met, then the resolution would be void, Executive Director Horton affirmed this. It was also requested that there is a contractual agreement with MPS for the work that is done and payment for that work. In addition, there would need to be a contractual agreement with the City and the District on the payoff of the debt service.

The Board had a discussion about the idea of amending the resolution to add a 6th condition that includes an agreement to explore an option for a fish passage. There was some concern expressed that this was an ambiguous request and further concern that the amendment would kill the agreement altogether. The Board all agreed that they support a fish ladder, but there was disagreement that this was the way to get it. After this discussion a motion was made.

Director Hovekamp made a motion to amend Resolution No. 418 to add a 6th condition that requires the District, the City and PacifiCorp to agree in writing to initiate a process for exploring options for fish passage beyond the dam. Director Grover seconded. All in favor: Director Hovekamp, Director Sprang and Director Grover. Opposed: Director Fuller and Director Schoenborn. The motion passed 3-2.

Director Grover requested to add restoration to item #5 of the resolution.

Director Sprang moved to amend Resolution No. 418 to make acceptance of the Mirror Pond property contingent upon a long term funding plan for future dredging, maintenance or restoration established by mutual agreement of the City, the District, Mirror Pond Solutions and Pacific Power. Director Grover seconded. The motion passed unanimously, 5-0.

The Board continued their discussion of the financial contribution to the dredge before asking for a vote.

Director Schoenborn moved to adopt Resolution No. 418 authorizing the contribution of \$300,000 to the Mirror Pond Dredging Project under the conditions identified in the Resolution and as amended. Director Grover seconded. All in favor: Director Fuller, Director Sprang, Director Grover and Director Schoenborn. Opposed: Director Hovekamp. The motion passed, 4-1.

2. Fiscal year 2017-18 Comprehensive Annual Financial Report and Financial Update – *Lindsey Lombard, Betsy Tucker and SGA CPAs & Consultants*

The board was given the following report: <https://www.bendparksandrec.org/wp-content/uploads/2018/12/2017-18-Comprehensive-Annual-Financial-Report-final.pdf>

Brenda Bartlett from SGA CPAs & Consultants spoke about the report and explained the audit that was performed. She spoke about the reporting of this document to state agencies and detailed what is included and what is not. In the audit, she did not find any areas that the District is not in compliance.

Ms. Lombard explained the General Fund update. She showed the differences between what was budgeted and what actually occurred and how the upcoming fiscal year will be prioritized. Ms. Lombard said the end general fund balance is \$6.4 million with \$782,000 more than estimated for budget. She continued to review the update showing that revenues slightly exceeded expectations and spending was less than projected. She recommended that the additional unbudgeted ending fund balance be carried forward into the fiscal year's budgeting process, to be prioritized along with the other resources.

Ms. Lombard reviewed the following items ahead of the budget work that is being done for this year:

How we prioritize:

- Fund current level of service in operations
- Consider new or growing program needs
- Prioritize funding for capital projects

Ms. Lombard next previewed the topics for the upcoming Board Workshop that will help determine priorities for the next year's budget.

Financial forecast; operational priorities; difficult decisions

- Operational costs related to growth and inflation
- PERS increases and a potential lump sum payment
- Minimum wage increases
- Asset management needs
- Debt for park maintenance shop

Current-adopted CIP projects: (Amounts are from 5-year CIP)

- Larkspur Community Center (\$18.7 M)
- Asset management (\$5.2 M)
- Park rehabilitations (\$3.7 M)
- Park maintenance shop (\$8 M)

Other projects and impacts:

- Mirror Pond dredge project (\$300 K)
- More asset management and park rehab
- Cost increases

Director Sprang made a motion to accept the District's audited Comprehensive Annual Financial Report for the fiscal year 2017-18. Director Grover seconded. The motion passed unanimously, 5-0.

3. Larkspur Community Center GMP update – *Brian Hudspeth*

Mr. Hudspeth presented the Larkspur Center as the single largest project to date by the District. He said it will benefit residents for generations and there is a high expectation for the use of this facility. Mr. Hudspeth reviewed the project status and explained that the GMP (guaranteed maximum price) phase is approaching and should be ready for approval at the February 5 Board meeting.

Mr. Hudspeth reviewed the current bid costs and explained that there are actual costs instead of estimates. He said a few of them would be going out for re-bid. Next, he reviewed the contractor provided value engineering report, showing areas that costs could be cut or savings could be made with adjustments. He reviewed the overall project costs showing that the project was over budget by \$1.2 million with estimates and now it is about \$2.2 million over budget since the actual costs are coming in higher than estimated. The costs have increased due to the rising costs of building and materials in the area.

The Board asked if the contractor gets buy out savings does that flow to the District's contingency or stay within the GMP. Mr. Hudspeth replied that any realization of savings will ultimately come back to the District.

Mr. Hudspeth ended with saying that the current state of construction is rising at an alarming rate and is hard to keep up with. Value engineering of the project will continue to cut costs.

Executive Director Horton added that this is one of the general fund discussions that will take place at the Board Workshop, there will have to be more of a contribution to this project from the general fund.

4. Athletic Facility Policy Guidelines – *Matt Mercer*

Mr. Mercer said he wanted to share the progress made with implementing the changes made to the policy guidelines adopted by the Board last year. He also said he will share the new report format which helps inform future field development. The policy guidelines are the same guidelines used for the facilities so it made sense to combine them and change the wording from athletic fields to athletic facilities. He explained that there were some minor changes made to the policy that reflect comments that the Board suggested.

Director Grover made a motion to approve the modifications to the Athletic Field and Sports Program Policy Guidelines and including renaming the policy the Athletic Facility and Sports Program Guidelines. Director Schoenborn seconded. The motion passed unanimously, 5-0.

EXECUTIVE DIRECTOR'S REPORT:

Executive Director Horton said he wanted to address the comment made by Director Hovekamp about the public process in relation to Mirror Pond. The project started in 2004-2005 and the City went through a process that the District was part of and then it died and started up again in around 2013. The vision was created and then there wasn't much in front of the public for a long time. Getting elected to a Board when you weren't a part of the process you have to rely on us to bring you up to speed, this sometimes works and sometimes doesn't. If the Board ever feels like there hasn't been enough public process then we need to know that. We would be glad to go back and bring in more public comment if the Board felt it was necessary. He said that he heard a lot tonight about the lack of public comment on the funding strategy and said this is what we rely on the Board for because we cannot ask the public every time the District spends money.

ADJOURN 9:25 pm

This meeting location is accessible. Sign and other language interpreter service, assistive listening devices, materials in alternate format or other accommodations are available upon advance request. Please contact the Executive Assistant no later than 24 hours in advance of the meeting at sheilar@bendparksandrec.org or 541-706-6151. Providing at least 2 business days' notice prior to the meeting will help ensure availability.

Prepared by,
Sheila Reed
Executive Assistant

Brady Fuller, Chair

Ted Schoenborn, Vice-Chair

Ellen Grover

Nathan Hovekamp

Lauren Sprang

The Deschutes River and Deschutes National Forest make Bend special. They are valued by all sorts of recreationists – skiers, kayakers, fishermen, bikers and hikers with and without dogs.

Over half of Bend’s households include dogs. The Rimrock area of the NF is the closest place where people can walk their dogs off-leash outside of a dog park. **During the summer, the Deschutes River Trail in Rimrock is the only public land within 20 miles of Bend where you can take your dog to hike and swim in the river.**

If you walk on the river trail in Rimrock during the summer, 75-100% of the hikers you meet have dogs, and over 90% of those dogs are off-leash. **Those are actual data, and they demonstrate how important Rimrock and the river trail are to people who recreate by hiking with their dog.**

In Mary Orton’s report, interviewees claimed that there is “**current impact from overuse**” in the Rimrock area. What does “overuse” mean? Are there more users at Rimrock than in other areas of the national forest? More than in the Phil’s Trail area? If Rimrock is overused, why did the Forest Service enlarge the parking area?

And if Rimrock is overused, won’t the proposed bridge increase use and make the situation worse?

In Mary Orton’s report, interviewees claimed that the riparian area in Rimrock has been “**heavily impacted by people and dogs.**” There is bank erosion due to dogs swimming, but the areas affected are relatively small. This erosion is certainly less extensive than that caused by human activity, and much less extensive than the erosion and slumping caused by seasonal changes in river flow and height. **However, there are no data on the extent any of these sources of impact.**

And won’t the proposed bridge further increase impact?

The goal of the proposed bridge is to provide a continuous route from Tumalo to Sunriver. **That route already exists**, using the trails on the west side of the river.

Another goal is to facilitate access to the national forest from communities in SE Bend. **Won’t increased access result in actual overuse and greater environmental damage?**

DogPAC believes that construction of the proposed bridge and subsequent increase in users would likely lead the Forest Service to impose leash restrictions in the Rimrock area.

Does BPRD want to be responsible for banning off-leash access in the part of the national forest that is most convenient to and most well-loved by Bend’s dog owners?

Dear BPRD Board,

I attended the recent ad-hoc work session and want to express concern about the direction of the effort to dredge Mirror Pond and BPRD's involvement. In short, I feel it ill-advised for BPRD to proceed with any financial commitment to this project until a long-term and sustainable alternative is developed with full public participation. I support the efforts of staff and board to engage in this issue but felt the discussion of financing and contracting was directed primarily by representatives of Mirror Pond Solutions (MPS) which gave the impression that BPRD is neither fully engaged or in command of this project (ie, BPRD does not "own" the project or the numbers). This leads me to conclude that this project might not be fulfilling the public interest or mission of BPRD.

As you proceed, here are a couple of issues for your consideration:

Dredging Mirror Pond appears at odds with BPRD's mission and priorities.

The final entry on the Mirror Pond and Downtown Redevelopment project website states:

"UNDERSTANDING THE PROBLEM

Mirror Pond is a collector for sediment flowing through the Deschutes River, which backs up into the pond behind Newport Avenue Dam, owned by PacifiCorp. This sediment build-up, if left alone, would eventually create a wetland, picturesque views would be diminished and river recreation would be impacted."

This statement is in contrast to the reality observed in the reach of the river at the Colorado Street bridge where thousands of people float the river and which has a recovering natural shoreline. As part of the mitigation plan recommended in FERC's 1995 Final Environmental Assessment for Hydropower License, Bend Hydroelectric Project (FEA, attached), one of the recommended measures was for PacificCorp to purchase and protect the wetlands along the river at the Colorado Street bridge to compensate for the loss of wetlands caused by the Bend Hydro Project. (FEA at 7) That FERC ultimately decided the Bend Hydro Project did not need a federal license (because the Deschutes River was determined to be "non-navigable" under federal statute...another highly debated and unresolved issue) does not negate the fact that there was an assumed historic loss of wetlands caused by the Bend Hydro Project. While the land along the river at the Colorado Street bridge is now in public ownership, some of the wetlands present in 1993 that were targeted for mitigation were lost to development. Regardless, the proposed dredging of Mirror Pond will impede if not preclude the natural succession of wetland habitat that *could* be restored (due to the accumulation of sediment along the river's edge). The exact same situation is occurring upstream of the North Unit Dam which likewise has accumulated sediment over the years (and has never been dredged) and now has a well established wetland-riparian zone enjoyed by thousands of people for bird watching and wildlife viewing along the

river trail. It seems that instead of dredging, BPRD should be encouraging the restoration of wetlands adjacent to Mirror Pond which would have both a positive impact on fish and wildlife habitat and water quality. (I am attaching the letter from the Upper Deschutes Watershed Council in regards to MPS's application to DSL that more fully discusses this point.)

BPRD's assessment on PacifiCorp's dam makes clear that dredging is not a sustainable or long-term option, regardless of PacifiCorp's recent repairs and its intent to keep its hydro project online for now.

In 2014, the BPRD commissioned the BEND HYDROELECTRIC DAM CONDITION ASSESSMENT REPORT (attached) to review alternatives for repairing/replacing the dam.

The report states that:

Placing sheet piles upstream of the leaking needle bays has been the chosen method for repairing leaks. This approach can be continued, but should not be considered a long-term solution. Placement of sheet piles on the upstream face of the dam in the configuration currently used has been effective in reducing concentrated flow through the failed needle bays. However, the localized sheet pile repairs cannot be relied upon to increase the long-term stability of the dam. (page 11)

PacifiCorp recently repaired leaks in the dam (using sheet piles) which comports with their stated intent to maintain the dam. That said, PacifiCorp is under no legal obligation to maintain the dam and could decide to decommission the project at any time. Without a legally binding agreement between BPRD, the City and PacifiCorp on long-term maintenance of the dam, for at least the period of the proposed franchise fee if not longer, it would be premature for BPRD to make any financial commitment to dredge Mirror Pond.

It is my opinion that the best course going forward is no action on dredging Mirror Pond and that BPRD at least considers additional restoration/enhancement of the riparian and wetland habitat along Mirror Pond. Further, I suggest that BPRD, in collaboration with PacifiCorp and ODFW, explore a range of alternatives to address the immediate and long-standing issue of fish passage and screening at the dam.

Sincerely,

Bill Marlett
1977 NW 1st Street
Bend, OR 97703

12.18.18 BPR public comment

Thank you for the opportunity to again address the board.

First I would like to commend Bend Parks and Rec board members for continuing to keep fish passage on the agenda. I also commend the decision to limit contributions for the dredge to \$300K in the face of pressure to contribute more. Thirdly I am pleased that BPR has embarked on the trail and bank improvement projects on Mirror Pond lands; an important element of the visioning project completed by the City and Parks and Rec in 2015.

As I tried to say at the Dec 4th meeting, I find it difficult to see why BPR should finalize funding contributions before larger budget problems are resolved.


There are problems with the franchise fee proposal:

- First, the Visioning Project reported that 74% support was found for values which included "No New Taxes for the General Public". Is not a franchise fee increase a tax?
- Secondly, dollars from the franchise fee cannot be earmarked for the dredge per legal counsel. Those monies will go into the general fund.
- But thirdly, the funding matrix "exhibit A" considered general fund "value" as low for dollars for dredge funding. - it's no secret that the City has many other arguably higher priority budget calls on the general fund.
- So how can the franchise fee be considered secure funding?
- Yet another problem is that PUC representatives have communicated the opinion that Bend is limited to a 5% franchise fee on Pacific Power. While City attorney Mary Winters has offered another opinion, doesn't this raise a red flag for the franchise fee proposal?
- Finally there is a schedule issue. Pacific Power has communicated to me that negotiations for a contract with the City will not be finished before June at the earliest. Then after a City contract is finalized, the PUC has 90 days for review of the proposed fee. By my calculation that puts us into September.

My take on this is that significant issues are unresolved with the franchise fee proposal. There is time for discussion and debate on this and other aspects of Mirror Pond. Why rush into financial commitments?

Thank you for your attention.

Michael Tripp M.D.
1020 NW Foxwood Pl, Bend OR 97703
trippm10@gmail.com 541-480-7597

 12.18.2018

January 15, 2019

District Office Building | 799 SW Columbia | Bend, Oregon

BOARD PRESENT

MEDIA

STAFF PRESENT

VISITORS

WORK SESSION

1. South UGB Bridge Conflict Assessment Next Steps – *Michelle Healy and Don Horton (60 min)*

Ms. Healy summarized the steps recommended in the report from Oregon Consensus and the costs of the steps. She said that she is here tonight to get direction from the board as to how to proceed.

The Board discussed moving forward with the process with consideration of these changes:

- Broaden the scope from the south UGB bridge to include the entire vision of trails.
- Include working with other agencies to create trail connections to advance trails as part of the transportation system.
- District will assume financial responsibility for the report; there was no interest in sharing the cost by other agencies.
- Remove south UGB bridge project from the five-year CIP to show good faith that the District will not pursue this project, recognizing that there needs to be a collaborative community process to revisit.

The Board further discussed that the south UGB bridge has been a part of the planning model for over 20 years and all options should be considered as part of the larger plan, but should not be the main focus of the next steps taken in this process.

Ms. Healy spoke about the many projects that could be focused on, including: Alpenglow Park as a trail hub, the north end Deschutes River Trail as a connection, UGB expansion opportunities, TSP partnership opportunities with the City and connections to Smith Rock and Badlands.

Executive Director Horton recommended drafting a resolution that reflects tonight's discussion on this project. He also suggested that staff bring back a presentation to the Board on the trail plan that was adopted last summer, discuss where projects are located and give an update on the progress and provide the status of working with the City on the TSP. The Board agreed with this recommendation

2. Community Recreation Survey Report – *Matt Mercer (45 min)*

Mr. Mercer introduced Sarah Esralew Hutson from RRC Associates. Mr. Mercer explained that a recreation survey went out last fall to the public. The goals of the survey are as follows:

- Importance assessment vs. needs assessment
- Community issues vs. individual desires
- Benchmark to ourselves and our community, rather than to others

Mr. Mercer reviewed the key questions of the survey and how the information will be used. He said that the surveys that were mailed were part of the statistically valid responses. After these responses were returned, the survey was presented on an open link to reach more of the community. Mr. Mercer said that there was specific outreach for the open link which included contacting users and non-users, the Latino community and low-income families.

The Board expressed appreciation that the open link was offered and targeted the various populations.

Ms. Esralew Hutson gave a background on RRC Associates, highlighting the experience of the firm with conducting surveys for parks and recreation districts all over the country. She said that the recreation survey resulted in 863 responses to the invitations and 1,029 open link surveys were collected in fall of 2018 resulting in a high rate of community response.

Ms. Esralew Hutson reviewed with the Board the demographic profiles of the responses and the usage of programs and facilities from the respondents. She stated that the demographic profile

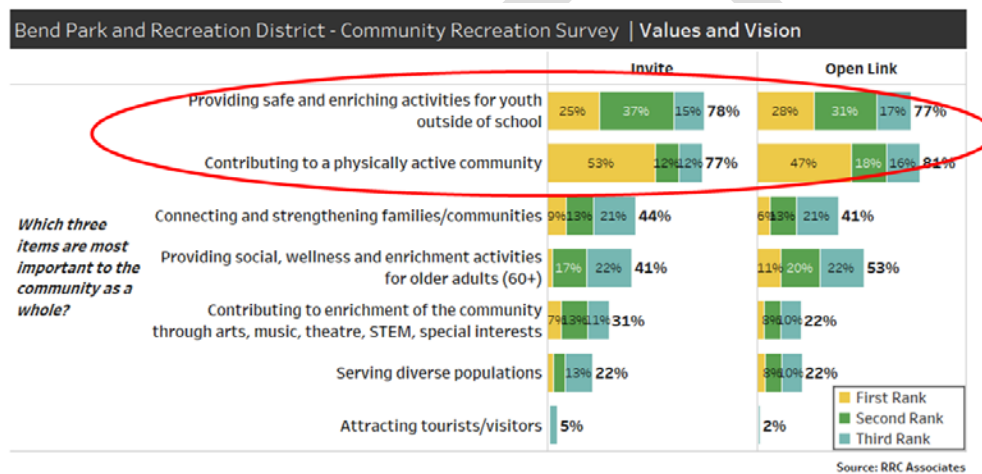
represented all types of members of the community and was a good representation from all quadrants.

The responses showed that the top reason people use District programs and facilities are affordability and they are considered a good value. The survey also revealed that the District is effective with communication to the public with the printed Playbook and online information.

The survey revealed the percentage of respondents that use particular facilities including the Pavilion and Art Station, types of programs that are used.

Current usage of programs and facilities were consistent throughout the community. The survey asked about the importance of District programs offered to the community. The responses show that youth activities were most valued; drop in programs, older adult activities and therapeutic recreation all followed closely. The survey showed that respondents value all programs offered in the community regardless of whether they were used personally.

The graph below represents the most important items to the community according to the survey.



The information gathered will be used to evaluate District work and goals. This allows staff to benchmark responses to community responses.

3. Athletic Field Report and Policy Implementation Update – Michael Egging, Becky Young and Russ Holliday (30 min)

Ms. Young gave an overview of the presentation; she commented that the following items would be discussed:

- Update on Policy Implementation
- 2018 Athletic Field Use Report
- Proposed Modification to Policy

Ms. Young spoke about the use of non-designated athletic fields, she explained that staff visited the sites and evaluated if they could handle regularly scheduled practices. This past fall, the District began using many of the non-designated fields as practice fields a couple of times a week. Staff checked to make sure that there was no overlapping practice with rentals of the picnic shelters. The result has been positive and the District has been able to accommodate more kids for practice with facilities closer to their homes.

Mr. Holliday spoke about affiliate organizations. He explained that these organizations have a higher level relationship than the facility use agreement. The benefits are scheduling priority, the relationship creates a smoother process, keeps sports groups united and efficient, groups are recognized in the Playbook and there is commitment and accountability from both the District and the affiliate. Three potential affiliate groups have been met with and there is opportunity to assess and grow the program.

Ms. Young talked about the scheduling priorities for the various types of users. All groups will have opportunity regardless of priority listing. The order is as follows:

1. Bend Park & Recreation District Programs
2. Bend-La Pine Schools Programs (IGA)
3. Youth Affiliates
4. Adult Affiliates
5. Non-Affiliates
6. Private & Commercial

Ms. Young spoke about the reservations and permit system. She commented that groups are no longer allowed to use fields without a reservation. The benefits are as follows:

- Requirements aligned better with other internal rental/reservation philosophy and process
- Deposits and liability insurance are required keeping policy consistent with shelter rentals
- Reservation process is appreciated by all there is accountability and consistency
- Better usage tracking – allows for information to be gathered on the need for further field development

Mr. Egging talked about the guidelines for determining future athletic field development. He spoke about the growth that the District is experiencing in field use, almost doubling the total hours to 21,005 since 2016. The partnership with Bend LaPine Schools is important to both agencies for high school programs and the District uses the BLS fields for many hours of additional programming. Mr. Egging said that currently, the demand for fields and available fields are in balance. Out of 260 requests for fields only 15 were denied. Youth and adult programming are continuing to grow. All the data for fields will be tracked for future reference for athletic field development.

4. Alcohol Permit Policy Update – *Sasha Sulia (20 min)*

Ms. Sulia brought back a revised alcohol permit policy to the Board for approval. The changes made were suggested by the Board in a previous meeting. In addition, staff added more locations for the public to obtain alcohol permits. The revised policy is shown on the following chart:

Michelle Healy

From: Turner Odell <todell@pdx.edu>
Sent: Tuesday, January 15, 2019 3:18 PM
To: Don Horton; Michelle Healy
Cc: Peter Harkema; Turner Odell
Subject: rough estimate

Hi Don and Michelle -

As we discussed, here is a very rough estimate for potential costs associated with moving forward with some of the recommendations in the assessment report. Specifically, these are estimated costs associated with undertaking Step 1 (trust-building conversations) and Step 3 (joint fact-finding). It may also be advisable to seek a convener or conveners to assist with the process.

As the report states, it is suggested that collaboration be approached in a stepwise manner - beginning with some relationship building and some joint learning. A full-on collaborative process might or might not be needed or advisable after those steps are completed.

Preliminary rough estimate of potential costs for initial stepwise approach:

Trust Building Step:

- approximately \$1,500 to \$5,500 for one or more sessions and prep
 - depends on how many individuals feel the need to accept the offer

Joint Learning Step:

- approximately \$22,000 to \$26,000
- plus \$6,000 to \$8,000 in travel if practitioner is not local (5 trips)
- assumes up to 4 meetings at 3-4 hours each, plus prep, follow-up, and additional between-meeting work
- assumes labor cost at maximum billable rate - could be less depending on the provider

I hope this helps. Let me know if you have any questions.

Thanks,

- Turner

Turner Odell
Senior Project Manager
Oregon Consensus/Oregon Solutions
National Policy Consensus Center
Portland State University
Phone: 503-725-8200
Email: todell@pdx.edu

BOARD AGENDA COMMUNICATION

AGENDA DATE:	February 5, 2019
SUBJECT:	Rename Goodrich Park Name
STAFF RESOURCE:	Don Horton, Executive Director
PREVIOUS BOARD ACTION:	January 16, 2018 Named Goodrich Park
ACTION PROPOSED:	Rename Goodrich Park to Goodrich Pasture Park
STRATEGIC PLAN:	
Theme:	Customer—Community Connection
Objective:	Analyze and Adapt to Changing Community Need
Initiatives:	Acquire lands needed for identified future park, trail and indoor facility development.

BACKGROUND

In January 2018 the Board of Director's selected the name Goodrich Park for a new neighborhood park property located off NE Quimby and 11th Street in northeast Bend. The name, Goodrich Park, was recommended by the park naming committee based on the family's long history in Bend. Recently the Goodrich family contacted District staff and asked if the park name could be changed from Goodrich Park to Goodrich Pasture Park, since the park property is located on the former pasture area for the family homestead.

The park is currently in design and construction is planned to start later this year. As the park is completed, the name will be incorporated into park signage and other public information materials (e.g., park maps, website, etc.).

BUDGETARY IMPACT

There is no budgetary impact for amending the naming of the site.

STAFF RECOMMENDATION

Staff agrees with the recommendation from the family to re-name Goodrich Park to Goodrich Pasture Park.

MOTION

I make a motion to rename Goodrich Park to Goodrich Pasture Park.

ATTACHMENT

None

BOARD AGENDA COMMUNICATION

AGENDA DATE:	February 5, 2019
SUBJECT:	Larkspur Center GMP (Guaranteed Maximum Price) Award
STAFF RESOURCE:	Brian Hudspeth, Development Manager Michelle Healy, Planning & Park Services Director
PREVIOUS BOARD ACTION:	December 18, 2018 Update on status of GMP March 6, 2018 Update on the VE (Value Engineering) status; November 17, 2017 Update on Design Development Package; April 18, 2017 CMGC Award to LCG Pence; February 7, 2017 Approve Master Plan
ACTION PROPOSED:	Approve GMP from LCG Pence LLC. Exhibit B of the Contract awarded on April 18, 2017
STRATEGIC PLAN:	
Theme:	Community Connection
Objective:	Analyze and Adapt to Changing Community Need
Initiative:	Acquire land; plan and develop trails, river access, parks, natural areas and recreation facilities to meet identified community demand and future need.

BACKGROUND

In April of 2017 the Board awarded a Construction Manager/General Contractor (CM/GC) contract to LCG Pence, LLC (Pence). The CMGC contract was awarded on the basis of qualification, not price, via a Request for Proposal (RFP) process. The way the CM/GC contract works is that once the design drawings are complete, the Owner asks the CM/GC to provide a guaranteed maximum price (GMP) to construct the project. The CM/GC contract requires that Pence bid the project publicly, and even bid against themselves if they plan to self-perform a portion of the work. The bidding process for Larkspur was completed in December and Pence provided the District a complete breakdown of all bids received as part of the GMP. The contractor's fee in the GMP is 4.25%. As part of the CM/GC process the District must approve the GMP, or put the project out for bid in a standard low bid process.

In December staff gave the Board an update on the status of the GMP received from Pence. From the time Pence received the bids until now staff has been working with Pence and the architect to find value engineering, (VE), to reduce the overall cost of this project. On January 24, Pence delivered to the District the official GMP documents, along with the list of alternates and a list of value engineering (VE) items. The GMP includes all work necessary to construct the project per the plans and specifications and totals \$18,324,941 without any VE, alternates or contingency.

After review of the proposed VE from Pence, staff has accepted VE totaling \$389,487. These savings will keep the project within the newly proposed budget of \$23,392,121 discussed at the Board Workshop on January 8.

Four alternates were kept in the drawing package and bid for this project. Of the four alternates staff recommends accepting alternate #1 - a deduction of \$24,284. The other alternates may be reviewed at a later time, if additional savings can be achieved through the course of construction.

BUDGETARY IMPACT

The current 2019-2023 Capital Improvement Plan (CIP) allocates \$21.4 million for the project, of which \$1,500,000 is system development charges (SDCs) and \$19,900,000 is property taxes. The proposed 2020–2024 CIP allocates \$23,392,121 in both SDC and property tax funding.

With a total construction cost of \$18,324,941 and a deduction of VE and alternates combined for \$415,823, the total cost of the GMP will be \$17,909,118. Staff recommends carrying a 5% +/- contingency for a total of \$900,000, bringing the total cost of construction not to exceed \$18,809,118. This leaves \$4,583,003 remaining within the budget to cover architectural fees, permitting, owner-provided furnishings, fixtures and equipment, and other soft costs associated with the project.

STAFF RECOMMENDATION

Staff recommends accepting the GMP from LCG Pence, LLC. in the amount of \$18,324,941 and accepting alternate #1 for a deduction of \$24,284, as well as VE in the amount of \$389,487 for a total GMP of \$17,909,118. Staff also recommends adding a 5% +/- Contingency in the amount of \$900,000 for a total cost of construction not to exceed \$18,809,118.

MOTION

I make a motion to authorize the Executive Director to execute the GMP, Exhibit B of the contract with LCG Pence, LLC in the amount of \$17,909,118, and to add an additional contingency of \$900,000 for a total cost of construction not to exceed \$18,809,118.

ATTACHMENT

None



PLANNING & DEVELOPMENT PROJECT UPDATES February 2019



Deschutes River Trail (DRT):

Putnam to Riley Ranch Nature Reserve Bridge Segment – Brooks Resources provided an easement for the trail and parking area. However, development of this segment of trail and the parking area on this property are contingent upon acquisition of a trail easement on the adjoining property with an active surface mine, which may delay the trail project for a few more years.

Kirkaldy Ct. to Putnam Rd. Segment – After meetings with adjacent property owners and the Awbrey Meadows Home Owners Association Board of Directors, the issue of the District acquiring a trail easement over the buried Tumalo Irrigation pipeline has not yet been resolved. The trail alignment is also pending acquisition of other necessary trail easements from the surface mining property.

Galveston to Miller's Landing Park Segment – The District is negotiating with the City of Bend to determine the scope of this project. Staff anticipates a modification to the intergovernmental agreement (IGA) to address additional utility work necessitated by the project. Due to the utility work that was completed over the last two years in the neighborhood, the City wanted to wait a couple more years before beginning another project in that area. This will give both the City and BPRD time to work on a revised scope of work and amend the current IGA. District staff has started conversations with the City of Bend.



Alpenglow Community Park: District staff and the ESA design team have completed schematic designs for the major elements of the park, and have submitted the Institutional Master Plan application to the City of Bend. Working with our consultants, District staff has performed a preliminary value engineering exercise in order to keep the project moving along on budget. The consultants are now beginning the 30% design document set. Coordination with the City and School District continues as all three projects move through their various levels of design.



Shevlin Park:

Signage – The sign package installation is underway for the new interpretive, wayfinding, and regulatory signs in Shevlin Park, and for the 329 acre expansion of Shevlin Park, formerly known as the Tree Farm. District staff will be performing the work throughout the winter as weather allows.

Accessibility Improvements – Design work for the ADA accessibility projects, which is funded by the State’s Local Government Grant (LGG), continues with construction anticipated in the summer of 2019. The project includes upgrading the existing Larch Grove Bridge, installation of a new trail from the parking lot to the Aspen Grove picnic shelter, removal of the existing Hixon Bridge with stream and riparian repair, and accessibility improvements in the parking lot adjacent to Aspen Hall.



Larkspur Center (Bend Senior Center): The District has received the guaranteed maximum Price (GMP) from our contractor. It is expected that the Board will approve the GMP on February 5th, 2019. Once approved, the amendment to the contract will be finalized and a notice to proceed will be given once the bonding and contracts have been signed and received. The contractor is expected to start mobilizing on the site next month. The park and center will close for the summer, allowing the contractors to complete a new parking area and key building connection points. When the facility opens back up in September, most of the work will be confined to the NW side of the lot in order to minimize user conflicts within the existing facility.



Big Sky Park Expansion: The County Commissioners decision is now final. DOWL Engineers will finish the construction drawings with plans to have them wrapped up by summer. It is anticipated that the project will start construction in the winter of 2020.



Drake Park DRT & Bank Improvement Project: Full design of the project continues with 100% CD’s expected in April. Permit submittal have not happened as of yet. The Agencies require signatures from all of the property owners the work effects. This will take some time, as we are still negotiating easements. Once we receive all the signatures we can submit for permits. This is expected to take a min of 6 months but most likely longer. Because of that, as well as other conflicting District projects, staff is recommending not starting construction until the fall of 2020.



Juniper Park: Work continues on phase two of the project which is currently under permit review with the City of Bend. Phase two includes replacing the existing playground with an ADA focused playground, removing the old storage and restroom buildings, new access and parking at 6th Street, and construction of a new restroom building that will serve both the park and the outside pool deck area. This work is anticipated to start early fall of this year and be complete by spring of 2020.



Goodrich Park: District staff and the design team have completed 50% construction document level drawings. District staff has also continued coordination with the City for the design of their portion of the Quimby Road improvements. Final construction drawings and submittal to the City should happen this spring or summer.



Pioneer Park Restroom & Accessibility: Accessibility improvements to the entry, parking area, and restroom are underway. Contracted work is expected to be completed by mid-February 2019. District staff will restore the irrigation and landscape in the spring as weather allows.



Pacific Crest Middle School Fields: The District and the BECON team will have a full set of construction documents by the end of this February. District staff has been coordinating with the school district to ensure that all designs will meet and exceed BLS requirements. Construction is slated to begin in late spring or early fall of this year.



Haul Road Trail: Staff is working with the City of Bend and Western Federal Lands (WFL) to finalize all of the easements for the trail. WFL has started design and survey work; however, construction on the trail is not expected to begin until mid-2020.



Rockridge Park Restroom: The District is working with Hickman, Williams & Associates, Inc. to annex Rockridge Park to the City of Bend, as well as design a restroom facility for the community park. The annexation application is under review with the City and preliminary restroom designs and site modifications are underway.



Empire Crossing Park: District staff and the BECON design team have completed DD drawing review and are working to develop the final construction level set of drawings. The new playground and pathways will be a tremendous upgrade for the park which is slated to begin breaking ground this summer.



Deschutes River Restoration Planning: The UDWC and BPRD have received a Technical Assistance Grant from the Oregon Watershed Enhancement Board (OWEB) to complete the design and engineering on the section of river from the Bill Healy Bridge to the Farewell Bend Bridge along river left. UDWC has advertised an RFP for completing the design work and it is anticipated that the design will be completed by summer of 2019.

Strategic Plan: The District's consultant team returned on January 15 to conduct workshops with the Leadership Team and Executive Team. The consultants will return in March to meet with the Board of Directors and the 100+ staff who attended focus groups in January.

System Development Charge Methodology (SDC): The District's consultant team held stakeholder meetings on October 24th, December 6th, and January 16. Staff also held individual meetings with other developers. The consultant team will present whitepapers at the January 29th Board work session. A draft report is expected in March with a 60-day public review period and request for Board approval in May

Deschutes River Access Planning: Public lands in and around the City of Bend are experiencing rapid increases in use as growing numbers of residents and visitors use public lands for recreation and leisure. With increased use, sensitive wetland and riparian habitats along the Deschutes River have been impacted as hikers, cyclists, bird-watchers, anglers and floaters gravitate to the river corridor for recreational activities. In an effort to get a handle on and manage access to the river, District staff will be starting a planning effort to gain a better understanding on how patrons utilize the river and how to make access more sustainable.

**Board Calendar
2018-2019**

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

February 19

Work Session

- ◆ SDC Methodology Update Discussion (Project List) – *Michelle Healy, Deb Galardi and Lindsey Lombard (80 min)*

Consent Agenda

- ◆ Approve Updated Fees and Charges Policy

Business Session

- ◆ Resolution for DRT Southern Connection – *Don Horton (15 min)*
- ◆ Accept Discovery Park Land Donation – *Don Horton (15 min)*

February 26 (Tentative) Special Call Meeting

- ◆ SDC Methodology Update Discussion (Project List) – *Michelle Healy, Deb Galardi and Lindsey Lombard (80 min)*

March 5

Work Session

- ◆ Recreation Program Report (15 min)
- ◆ Reserve Funds Discussion – *Lindsey Lombard and Don Horton (80 min)*

Business Session

March 19

Work Session

- ◆ Outreach Report – *Amanda Jamison, Kathya Avilia Choquez (30 min)*
- ◆ Needs-Based Assistance Report – *Sue Boettner (30 min)*

Business Session

- ◆ Approve Needs-Based Assistance Plan for FY 2019-20 – *Sue Boettner (30 min)*

April 2

Work Session

- ◆ Recreation Program Report (15 min)

Business Session

April 16

Work Session

Business Session

April 17 - Budget Committee Tour

May 7

Work Session

- ◆ Recreation Program Report (15 min)

Business Session

- ◆ Goodrich Park Award Construction Contract – *Ian Isaacson and Jason Powell (20 min)*
- ◆ Shevlin Park ADA / Bridge Work Award Construction Contract – *Brian Hudspeth (20 min)*

May BUDGET MEETINGS (Tentative: May 13,15,16)

May 21 – Election Night

Work Session

Business Session

- ◆ Public Hearing – SDCs
- ◆ PCMS Fields Award Construction Contract – *Jason Powell (15 min)*

June 4

Work Session

- ◆ Recreation Program Report *(15 min)*

Business Session

- ◆ Empire Crossing Park – Award Construction Contract – *Ian Isaacson and Jason Powell (20 min)*
- ◆ Adopt Resolution No. XXX – Adopting a Revised Fee Schedule for System Development Charges, effective July 1, 2019 – *Lindsey Lombard*
- ◆ Hold Public Hearing and Adopt Resolution No. XXX – Adopting the Budget and Making Appropriations for Fiscal Year 2019-20, and Adopt Resolution No. XXX - Imposing and Categorizing Taxes for Fiscal Year 2018-19 – *Lindsey Lombard*
- ◆ Adopt Resolution No. XXX – Adopting the Capital Improvement Plan Summary for Fiscal Years Ending 2020 - 2024 – *Michelle Healy (10 min)*

June 18

Work Session

Business Session

- ◆ Award construction contract for Big Sky Park – *Brian Hudspeth (15 min)*

TBD

IGA with the City for Planning – *Michelle Healy and Don Horton (45 min)*

Adopt Strategic Plan

First and Second Reading for SDC Ordinance and Methodology

Recreation Programming Plan – Matt Mercer and Michael Egging

Northpointe Park Award Design Contract – *(20 min)*

Trails Plan and Projects Update –