



forward to implementing and funding some of the projects on the 10-year plan. He added that there are various areas of the plan that will include other partnerships and stated that UDWC would like to partner in the habitat restoration and education projects in the plan. He mentioned the river south project that UDWC is working on with the district and applying for grant money for the project. He appreciates the partnership and looks forward to more opportunities.

## **WORK SESSION**

### **1. River Habitat Restoration and Access Plan Update – Sarah Bodo and Rachel Colton (60 min)**

Ms. Bodo introduced Dan Miller with the National Park Service. He explained the Rivers, Trails and Conservation Assistance Program (RTCA) as a community resource. He said rivers and trails staff work with community groups and local and state governments to conserve rivers, preserve open space and develop trails and greenways. RTCA responds to requests for assistance, work on locally led and locally driven projects and provide planning and project management expertise. He said they work with a primary cooperator and a planning group on projects that are collaborative and consensus driven with a heavy emphasis on public involvement.

Ms. Colton reviewed the 16 river parks in the project scope and the existing river access points that are designated and user-created. The project needs include areas to access the river, off leash dog areas with water access, and natural area parks. Project goals include: balance access with habitat restoration, improve access points, engage diverse stakeholders and develop a fiscally sound plan. Ms. Colton shared the history of the research and analysis and the community engagement that has been done and explained that there will be ongoing internal outreach and further external outreach as well.

Mr. Miller spoke about the focus group, he said it is a diverse group to help guide plan development that was inclusive of 14 local organizations. The focus group people were invited to seven meetings and provided input on projects at 14 river parks, off leash dog water access and developed the initial project list. This draft project list was included in the board packet. Ms. Bodo said based on further evaluation, the project list was divided into priority groups. She added that all of these projects will be funded with the district general fund and through partnerships and grant funding.

Ms. Bodo highlighted Riverbend Park, Miller's Landing and Riverbend South. She also mentioned three projects that are high in priority without focus group consensus:

- Columbia Park access point: closed boat launch
- Access options for Cedarwood Trailhead: parking concerns and neighborhood compatibility
- Dog off-leash access

She said the toughest issue has been the dog off-leash areas (DOLA). Staff has been working with DogPAC and the focus group to identify potential locations for DOLAs. With the assistance of DogPAC, 18 potential locations have been identified, these have been evaluated using 11 criteria and a draft list has been created for further discussion. The draft list includes one permanent and two seasonal DOLAs. Ms. Bodo shared that there has been a lot of public comment for more sites and some comments against as well.

Next steps include more public input with surveys, community meetings, social media posts and targeted emails, this will include continued discussion of dog off-leash water access. This summer a draft plan will be created and a final plan should be available in the fall.

## 2. COVID Operations Update – *Matt Mercer*

Mr. Mercer gave an update on the district operations under the COVID guidelines. He said the county is operating on two-week cycles, today the guidance is showing that Deschutes County will remain in the red zone as cases have gone up again. He said staff will be running both Team Up and Kids Inc. next week with the reopening of schools; K-3 will be in Kids, Inc. and Team Up will serve kids in grades 4 and 5. He added that demand is down; the district is able to accommodate all 500 families that indicated interest in Kids Inc. with capacity at 700 and there about 200 kids are enrolled in Team Up. The district is still offering scholarship assistance up to 75 percent of fees covered and gap funds will be available to families that need more assistance. The Team Up program will adapt to the school schedule with the hybrid model of kids attending school and will provide services for the days that kids are not in school. He said the Team Up program is more challenging on the funding side because it costs more to run and serves many on scholarships. Mr. Mercer said he is planning on some funding from alternative sources. He added that staff will do as much as possible to support the needs of families so parents can work and kids don't have to be home alone.

## CONSENT AGENDA

### 1. Minutes 01/05/2021

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

## BUSINESS SESSION

### 1. Accept 2019-2020 CAFR – *Betsy Tucker and Brenda Bartlett*

Ms. Tucker presented the Certified Accounting Financial Report (CAFR). She said that the process is traditionally an onsite audit, but this year the audit was performed virtually. With all of the advances the finance team has made in electronic records, the audit was conducted virtually easily.

Ms. Bartlett reviewed the report with the board, she commented on how well management put the documents together and referenced the Management and Discussion Analysis (MD&A) as the best one she has read. Ms. Bartlett reviewed some of the things that the audit looks for and said it is a checking for consistencies throughout; making sure that there is not more debt than allowed, publishing process of the budget, insurance and fidelity bonds, and checks how grant funds are spent, and purchasing compliance.

She said there were no difficulties, no corrections, and no disagreements with management.

***Director Méndez made a motion to accept the Bend Park and Recreation District's audited Comprehensive Annual Financial Report for the fiscal year 2019-20. Director Kropf seconded. The motion passed unanimously, 5-0.***

## 2. Petrosa Developer Agreement Approval – Sarah Bodo

Ms. Bodo reviewed the developer agreement with Pahlisch Homes for the future Petrosa home development. The project is located in map park search area four in the northeast corner of Bend. She reviewed the trails plan and showed where trails are planned in the area. She said the masterplan has been approved by the city, and 1100 housing units will be built with a future commercial area and an elementary school site. She said the development will include open areas and a 5.2-acre parcel for a park to be built by Pahlisch. The park will be conveyed to the district for ownership and maintenance and the additional open space will be managed by the homeowner's association (HOA). She said a trail along the canal would also be conveyed to the district for maintenance and paths within the neighborhood would be managed by the HOA.

Ms. Bodo reviewed the trails in development and the connections to Pine Nursery Park and pedestrian crossing over Deschutes Market Road. The developer agreement includes building a roundabout at Deschutes Market Road and Yeoman Road. She said the roundabout will need a small right of way dedication from Pine Nursery Park. This piece has been valued and Pahlisch Homes will pay for the dedication of the property. The district will reimburse Pahlisch for the development of the park.

***Director Schoenborn made a motion to authorize the executive director to negotiate and execute the Park Development and Purchase Agreement with Pahlisch Homes at Petrosa Limited Partnership for acquisition and development of parkland within the Petrosa subdivision. To further the purposes of the development agreement, the board finds that approximately 6,840 square feet of district property at the northeast corner of Deschutes Market Road and Yeoman Road is not needed by the district for public use and that dedication of that property to improve pedestrian access to Pine Nursery Park will further the public interest. Director Schoen seconded. The motion passed unanimously, 5-0.***

## 3. Approve Petrosa Neighborhood Park Master Plan – Ian Isaacson

Mr. Isaacson briefly spoke about the neighborhood park development standards. He described the location of the park and spoke about the landscape of the site, stating there are open spaces and trees on the property. He said four neighborhood public outreach meetings were held over the last two years by the developer. In addition, district staff looked at prior public outreach that was held for another park in the general area to compare to the outreach by the developer and the developer's information closely matched the public input the district recorded.

Mr. Isaacson reviewed the masterplan and showed a map of the features. He said there will be open lawn space, an active zone (bike skills course, play area), a plaza, restrooms, enhanced natural landscape, paved paths, nature trails and natural areas.

Mr. Isaacson reviewed the project budget:

- Total CIP budget: \$2,906,800
- Property acquisition: \$1,300,000
- Park development: \$1,548,800
- Owner misc. & admin. costs: \$58,000

He said construction documents and permitting are planned for spring/summer 2021 with construction of the project beginning summer 2021.

The board asked for more information about the outreach. Mr. Shearer, AKS Engineering, described the public involvement; he said neighbors living 500 feet from the perimeter of the masterplan area were included in the outreach and neighborhood associations shared the information as well. Overall, he said they received a lot of positive feedback. The board asked about tree preservation on the property, Mr. Shearer responded that the trees are primarily juniper in the area and they will be following the city guidelines for trees in the development. He said a tree preservation package was presented to the city of Bend and approved.

***Director Schoen made a motion to approve the Petrosa Property neighborhood park master plan. Director Méndez seconded. The motion passed unanimously, 5-0.***

**EXECUTIVE DIRECTOR’S REPORT**

**PROJECT REPORT**

**BOARD MEETINGS CALENDAR REVIEW**

**GOOD OF THE ORDER**

- Director Méndez thanked staff for the excellent work on the CAFR. He said he is grateful for the excellent staff and the work that they have done in the pandemic.
- Director Schoenborn echoed the prior statement about the quality of the work that staff does. He said it is a privilege to take credit for all the work done by staff.
- Director Hovekamp remarked about the success on the CAFR report and said to have an audit year after year that is clean is pretty remarkable and a testament to the quality of the staff. He added further staff remarks about the planning team and said the quality of their work is excellent.

**ADJOURN 8:55 pm**



Prepared by,  
Sheila Reed  
Executive Assistant

\_\_\_\_\_  
Nathan Hovekamp, Chair

\_\_\_\_\_  
Ariel Méndez, Vice-Chair

\_\_\_\_\_  
Jason Kropf

\_\_\_\_\_  
Deb Schoen

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

