



Bend Metro Park & Recreation District

April 6, 2021

# Board of Directors

## Agenda and Reports

[www.bendparksandrec.org](http://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](http://www.bendparksandrec.org) | (541) 389-7275



## Board of Directors

April 6, 2021

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

## AGENDA

[illegible]

To support Governor Brown's recommendation for social distancing, the Board of Directors will conduct the regular board meeting by video.

**Please click the link below to join the webinar:**

<https://us02web.zoom.us/j/82865152389?pwd=K2NNTjFBcVpDNmZPaThGcTJxbXV4Zz09>

**Passcode: 006102**

**Join by phone, toll-charges may apply:**

**1 253 215 8782**

**Webinar ID: 828 6515 2389**

**Passcode: 006102**

**5:30 p.m. CONVENE MEETING**

## VISITORS

The board welcomes input from individuals at our public meetings about agenda-related issues.

**Members of the community who wish to make public comment are asked to use the link above to join the meeting. To provide a public comment at 5:30, click on the "Raise Hand" option. You will be called into the meeting in the order received.** Visitors should turn on their cameras and microphones, remarks should be limited to 3 minutes or less and relevant to a topic on the agenda. If there are questions, follow up will occur after the meeting. Thank you for your involvement.

## WORK SESSION

1. River Habitat Restoration and Access Plan Update – *Sarah Bodo and Rachel Colton (60 min)*
2. Trails Update – *Henry Stroud (60 min)*
3. Recreation Update – *Matt Mercer (15 min)*

## CONSENT AGENDA

1. Minutes: 03/16/2021

## EXECUTIVE DIRECTOR'S REPORT

## PROJECT REPORT

## BOARD MEETINGS CALENDAR REVIEW

## GOOD OF THE ORDER

**ADJOURN**

**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	April 6, 2021
<b>SUBJECT:</b>	River Access and Habitat Restoration Plan Update
<b>STAFF RESOURCE:</b>	Sarah Bodo, Park Planner Rachel Colton, Park Planner
<b>PREVIOUS BOARD ACTION:</b>	February 16, 2016 Project Introduction; September 6, 2017 Project Update; April 3, 2018 MOU with Upper Deschutes Watershed Council; June 12, 2019 Application for technical assistance from National Park Service, Rivers and Trails Conservation Assistance Program; July 16, 2019 Riverbend Park South project update; September 3, 2019 Deschutes River Use Report; December 17, 2019 Project Update; October 20, 2020 Project Update; January 19, 2021 Draft Project List
<b>ACTION PROPOSED:</b>	None
<b>STRATEGIC PLAN:</b>	
<b>Pillar:</b>	Operations and Management practices
<b>Outcome:</b>	Be a local leader in environmental stewardship
<b>Strategy:</b>	Improve efforts to be responsible stewards of the natural environment

**BACKGROUND**

On January 19, 2021, staff provided a summary of the Deschutes River Access and Habitat Restoration plan (the plan) progress, including review of 33 potential projects to address habitat restoration and river access. The draft project list was driven by input from a focus group, community members and staff.

On April 6, staff will provide an update on the results of the recent public engagement on the draft project list. The draft project list is part of the continued conversation regarding plan content, and will evolve as staff receives additional input from the board, community members, focus group and staff.

***DRAFT PROJECT LIST COMMUNITY OUTREACH***

The district received community input on the draft project list through a community survey, three virtual public meetings, a virtual meeting requested by River West neighbors and emails. The survey and meetings were publicized through a press release, media stories, social media, A-frame signs at three park locations and email.



Overall, BPRD received 980 responses to the survey. Of those responses, 41 people either took the Spanish survey or identified as Latinx in the English survey. While BPRD is pleased with the number of responses and the distribution of respondents' home locations, the Latinx and Spanish language survey response remains low in relationship to Bend's overall Latinx population (4% of survey responses vs. 9% of the population). Survey responses are summarized in Attachment A. Please note that the survey was open to all community members, and was not a statistically valid survey. However, survey responses provide useful input to the district and supplements input collected via other methods.

The English virtual public meetings were attended by 23 people on Thursday, February 18 at 5:30pm, and by four people on Saturday, February 20 at 10am. Three people attended the Spanish virtual public meeting on February 20 at 3pm. Eleven people attended the River West neighbor virtual meeting on March 9 at 5:30pm.

BPRD received a number of emails, most of which focused on dog off-leash river access, Columbia Park river access, or Cedarwood Trailhead parking options. The district also received a petition to reopen the Columbia Park access that was signed by 251 people.

### **Public comments and recommended changes to the draft project list**

The survey results show all projects in the draft list have a majority support—meaning that more people support the project than disagree with it. A few projects received either significantly higher or lower support in the survey, or they received a fair amount of attention in emails, public meetings, or in the open-ended survey comments. Based upon this feedback and other factors, staff is recommending the following changes to the draft project list.

- Cedarwood Trailhead parking options: The survey asked respondents to identify their preferred project from four options including the addition of a few parking spaces, the addition of a loading zone, no changes, or don't know/don't have an opinion. The responses were fairly split among options, with the majority (37%) supporting additional parking at the trailhead. However, input from Woodriver Village residents indicates that they prefer that no action be taken to change the BPRD parking options. Because of this, and other factors, staff recommends that this project be removed from the project list. As a result, no changes would be recommended at the Cedarwood trailhead parking area.
- Farewell Bend parking: The potential project to add more parking at Farewell Bend Park was the most popular project based upon survey respondents' feedback. The project also ranked highest in the question asking people to select their top three projects. Staff would like to recommend that this project have its priority changed from a "low priority" project to a "medium priority" project. While priorities are not strictly followed for implementation, they do guide the district.
- Columbia Park access points: The survey indicates that 54% of respondents agree with the closure of the two access points. However, the district received significant public input from neighbors, as well as new information from the City of Bend on the possibility of installing bridge jumping deterrents on the proximate bridge. The district has also been made aware of a potential outside funding source that could help rebuild the existing access point. Due to these factors, staff recommends breaking this into two projects – (1) close downstream user created access point and improve vegetation and (2) improve existing designated

access point to facilitate safe access and improve the bank stability and riparian environment.

- Seasonal dog-off leash water access: The potential seasonal off-leash river access at Farewell Bend beach and Riverbend beach were the two projects with the greatest amount of disagreement according to the survey results. However, the permanent dog off-leash access point at Riverbend Park was one of the most supported projects, and also ranked in the top three most important projects. Because the two seasonal projects are in close proximity to the permanent project and were less favored by the community than a permanent solution, staff recommends that the two seasonal projects be removed from the project list.
- Pioneer Park rock wall: The potential project at Pioneer Park includes the removal of the rock wall and creation of a more natural riparian area. With the exception of the two seasonal off-leash dog water access areas, this project was the one that survey respondents disagreed with the most. This project would be costly, unlikely to be completed in the planning horizon for the plan, and the project scope would need to be better developed in order to inform additional public feedback. Due to these factors, staff recommends removing this project from the project list.

As noted previously, BPRD received substantial feedback from the community regarding dog off-leash river access. This feedback was mixed and included strong support both for and against dog off-leash river access. This topic has been extensively analyzed as part of the planning effort, including analysis of 20 potential locations for off-leash river access along the eight miles of river frontage owned by the district. Eleven evaluation criteria were utilized to analyze the sites, and given constraints related to potential use conflicts, proximity to residential uses, critical habitat and various other factors, the draft project list currently includes one off-leash water access. An example site evaluation will be discussed during the work session to illustrate the challenges associated with locating a dog off-leash water access at the river parks.

Staff will share more details about the public feedback and discussion around these projects during the work session.

### ***SCHEDULE***

The project team anticipates that the plan will be completed by Fall of 2021. What follows is an overview of the steps required prior to plan adoption:

- April-June: Develop draft plan
- Summer: Staff, focus group, board and community review of draft plan
- Fall: Final plan development, review and approval

The board and public will have two additional opportunities to provide feedback on the potential projects and overarching plan before adoption.

### **BUDGETARY IMPACT**

The district's approved 2021-2025 Capital Improvement Plan (CIP) identifies a total funding allocation of \$40,000 in property tax funding for Natural Resource River Stewardship, of this \$20,000 is allocated in fiscal year 2020-2021 to assist with this planning process and to begin implementation of improvements. When completed, the plan will suggest a list of access and

restoration projects, however, funding is not currently identified or allocated for implementation. Funding for these projects will come from the general fund and it is anticipated that many, if not all of these projects will require some element of partnership and grant funding in order to move forward. The goal of the plan is to implement all of these projects over the course of the document's planning horizon, however, this will be contingent upon identifying successful partnerships or grants to facilitate project implementation.

The district was also awarded a Rivers, Trails and Conservation Assistance (RTCA) Program technical assistance grant from the National Park Service (NPS) in November of 2019. This grant provides NPS staff to support this project. The NPS provides an outside expert voice to help facilitate public meetings and share best practices and lessons learned from other communities. They are also providing feedback to the district on the proposed planning process, community engagement strategy and related materials.

**STAFF RECOMMENDATION**

None

**MOTION**

None

**ATTACHMENT**

Attachment A: Draft Project List Community Survey Results Summary, March 2021

Additional project information is available at -

<https://www.bendparksandrec.org/project/deschutes-river-access-and-habitat-restoration-plan/>

**Deschutes River Access and Habitat Restoration Plan  
Draft Project List Community Survey Results Summary  
March 2021**

## **Introduction**

As part of the public engagement scope for the Deschutes River Access and Habitat Restoration Plan (Plan), the Bend Parks and Recreation District (BPRD) solicited input from the community regarding their current use of the river, as well as their opinions on the 33 projects included in the Draft Project List. This input was gathered via a non-statistically valid community survey that was available from February 9<sup>th</sup> through February 28, 2021. The survey was advertised on the BPRD website, social media pages, newsletters, A-frame signs at three park locations, stakeholder email list (reaching nearly 300 individuals and organizations) and focus group (a group made up of 14 community members representing agency, recreational, environmental, business and educational interests who are helping inform plan development) member outreach. The survey was available in both English and Spanish, and 41 people either took the survey in Spanish or identified as Latinx in the English language survey. The Latinx and Spanish language responses remain low in relationship to Bend's overall population (4% of survey vs. 9% of the population) and BPRD will continue to strive for more representative engagement for the Plan and out other outreach efforts.

Overall, BPRD received 980 responses to the survey. The respondents represented residents of every Bend neighborhood and nearly half took the time to provide open ended comments. BPRD is utilizing these survey results as an additional data point to help inform and refine the draft project list.

The survey included 42 questions, including an open-ended question that received 435 responses. What follows is a high-level summary of the survey results focused on key take-aways. Unless specifically noted, survey responses from the Spanish language survey or those who identified as Latinx, generally align with the overall survey results.

## **Key Take-aways**

A number of questions in the survey were more general in nature. High level results from some key overarching questions include:

- Location of residence: Though survey respondents represented all 14 Bend neighborhoods, those who had the most respondents included River West (19%), Southwest Bend (12%) and Southern Crossing (10%). For the respondents who took the survey in Spanish or who identified as Latinx, the top three neighborhoods were Southwest Bend (17%), Old Farm District (12%) and Summit West (12%).
- Activities: When asked which top three activities respondents enjoyed at river parks, 84% choose trail walking, running or biking, 50% chose paddling the river and 31% chose visiting a park along the river. For the respondents who took the survey in Spanish or who identified as Latinx, the first and second choice activities were the same, while floating the river was the third most enjoyed activity.
- Parks visited: The Plan focuses on 14 riverfront parks and when asked which parks they frequent for the activities noted in the bullet above (and asked to check as many as apply), the top three most visited parks were Farewell Bend Park (77%), Riverbend Park (70%) and Drake Park (64%).
- River access satisfaction: When asked about satisfaction with river access, 75% indicated they were satisfied, 13% indicated they were dissatisfied and 12% had no opinion.

The remainder of the questions were specifically focused on the draft project list. Below are results from select projects where consensus by the Focus Group had not been achieved, projects that had significant public input in the comments section, and projects that received the most/least support from survey respondents.

- Cedarwood Trailhead, Parking Options: For Cedarwood trailhead, the survey asked respondents to identify their preferred project from four options. The responses were fairly split between options, specifically: 37%



preferred the addition of a few parking spaces, 31% didn't know or didn't have an opinion, 17% desired no changes at the trailhead and 15% preferred a short-term loading zone at the trailhead.

- Farewell Bend Park Parking: The potential project at Farewell Bend Park to add more parking was the most popular project based upon survey respondents' feedback, both in the positive nature of the responses to the question specifically about the project and as noted below, the responses to the question that asked people to select their top three projects. For the project specific question, 79% of respondents supported this project, 14% of respondents didn't support this project and 7% didn't know or had no opinion.
- Riverbend Park, Permanent Dog Off-leash Water Access: The survey inquired about the potential for an off-leash dog water access at Riverbend Park. Fifty-eight percent of respondents agreed with this project, 23% of respondents disagreed with this project and 20% were unsure or had no opinion. The permanent off-leash water access received more support than the seasonal off-leash dog water access points at Farewell Bend and Riverbend beaches. Respondents agreed with those two projects 42% and 46%, respectively. Correspondingly, 37% of respondents disagree with seasonal access at Farewell Bend Park and 34% of respondents disagree with seasonal access at Riverbend Park.
- Miller's Landing Park Access Points: The potential project at Miller's Landing Park includes closure of the downstream access point and associated habitat restoration, as well as improvement of the boardwalk access point. The majority of respondents agreed with this project. Specifically, 68% of respondents agreed with this project, 16% disagreed with this project and 16% had no opinion or didn't know.
- Columbia Park access points: The survey inquired about the potential to close both the designated and user created access points at Columbia Park and to complete habitat restoration. Fifty-four percent of respondents agreed with this project, 30% of respondents disagreed with the project and 16% had no opinion or were unsure.
- Pioneer Park rock wall: The potential project at Pioneer Park includes the removal of the rock wall and creation of a more natural riparian area. With the exception of the two seasonal off-leash dog water access areas, this project was the one that survey respondents disagreed with the most. Specifically, 40% of respondents agreed with this project, 31% of respondents disagreed with this project and 28% had no opinion or were unsure.
- Most supported projects: When questioned about the three projects that were most important to them, the following projects received the most support:
  1. Farewell Bend Park – installation of additional parking and a loading zone: 26%
  2. Spanning the River – installation of signage and kiosks: 15%
  3. Riverbend Park – permanent dog off-leash water access: 15%

For the respondents who took the survey in Spanish or who identified as Latinx, the top project was consistent with 22% support, however, the second most important project was Riverbend Park – improve beach to include accessible boat launch (22%) and Farewell Bend Park, South – consolidate and improve access points (19%).

The final question provided respondents the opportunity to share additional thoughts with the BPRD team. As noted previously, 435 people took the opportunity to share additional feedback with BPRD. Key highlights include:

- Columbia Park project – extensive comments on this project, with the majority expressing a desire to keep the designated access point open.
- Cedarwood Trailhead project – a number of comments were received about this project with the majority requesting that no parking be added.
- Off-leash dog water access – numerous comments on this topic were fairly evenly split between those advocating for off-leash dog water access and those opposed to off-leash dog water access.

As noted previously, this is a high-level summary of survey response data. A comprehensive packet of survey responses is available upon request from BPRD.

**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	April 06, 2021
<b>SUBJECT:</b>	Trail Planning Update
<b>STAFF RESOURCE:</b>	Henry Stroud, Planner
<b>PREVIOUS BOARD ACTION:</b>	None
<b>ACTION PROPOSED:</b>	None
<b>STRATEGIC PLAN:</b>	
<b>Pillar:</b>	Operations & Management Practices
<b>Outcome:</b>	A balance between caring for existing infrastructure and new development
<b>Strategy:</b>	Work with the board to determine the District's role in providing transportation options within the urban trail system in collaboration with the City of Bend

**BACKGROUND**

This presentation is intended to provide an overview of District trail projects including planning and trail development. It will cover the following topics:

1. Our existing trail system and level of service metrics
2. BPRD trail projects: 2020 accomplishments and next steps
3. Interagency coordination
4. Proposed projects and future priorities

In our most recent community needs survey, Bend residents ranked soft surface trails and hard surface trails as the #1 and #4 most needed facilities, respectively, and placed a high priority on trails that provide close to home recreation opportunities. This is consistent with findings in the 2019–2023 Statewide Comprehensive Outdoor Recreation Plan (SCORP) where Oregonians throughout the state identified using local trails and paths as their top outdoor activity behind running or cycling on local streets and sidewalks.

To meet the high demand for trails, the Bend Park and Recreation District's 2018 Comprehensive Plan proposes a network of soft and hard surface trails that will connect neighborhoods to parks, the river, and other amenities throughout Bend. The proposed alignments are the result of collaborative planning with the City of Bend and other agencies.

In 2020, district staff have been working to advance our highest priority trail projects and to develop additional portions of the planned trail system through private land development as opportunities arise. This presentation will provide a detailed look at both current and future trail projects.

**BUDGETARY IMPACT**

None

**STAFF RECOMMENDATION**

None

**MOTION**

None

**ATTACHMENT**

None

March 16, 2021

To support Governor Brown’s recommendation for social distancing, the Board of Directors conducted the regular board meeting by video.

<https://www.bendparksandrec.org/about/board-meeting-videos/>

Nathan Hovekamp, Chair  
Ariel Méndez, Vice Chair  
Deb Schoen  
Ted Schoenborn

Jason Kropf

Don Horton, Executive Director  
Michelle Healy, Deputy Executive Director  
Julie Brown, Manager of Communications and Community Relations  
Lindsey Lombard, Administrative Services Director  
Matt Mercer, Director of Recreation  
Sheila Reed, Executive Assistant  
Sarah Bodo, Park Planner  
Natalie Broadus-Beard, HR Specialist  
Brian Hudspeth, Development Manager

Paul Taylor, LBJ Lawyers

Richard Coe, Bend Bulletin  
Alec Nolan, KTVZ

## None

## **WORK SESSION**

### **1. DEI update – *Sarah Bodo and Natalie Broadus-Beard***

Ms. Broadus-Beard explained that the district has hired Talitha Consults to guide the district through a diversity, equity and inclusion (DEI) process which is also a strategic plan goal. She reviewed the following:

Milestone schedule:

- Currently in engagement (Feb-April)
- Assessment report (May)
- DEI assessment and engagement plan

Work to date:

- Kickoff meeting (Dec)
- Staff interviews and focus groups meetings (Feb-Mar)

Next Steps

- Staff and community surveys and Organizational DEI definitions (April)
- Board updates on assessment report and DEI engagement and assessment plan

Ms. Bodo said this is a collaborative effort with staff and the consultants. She added that further resources will need to be allocated for this project to move forward.

### **2. CM/GC Contract Closeout for Larkspur Community Center – *Brian Hudspeth***

Mr. Hudspeth reviewed the background of the Larkspur Community Center project and the construction manager/general contractor (CM/GC) contract. He explained that this type of contract brings the contractor (Pence Construction) on earlier in the process allowing work to be done with the design team, cost estimating and permitting of the project. This allowed for value engineering along the way and cost savings to the district. He said when the guaranteed maximum price (GMP) was decided, the construction manager then becomes the general contractor and can hire subcontractors and begin the structure. He said design changes were made to the project to save money, change orders of just over 4% were seen on the project, adding that under 10% is a good target for a project this size. Additional savings occurred by moving Senior Center programming to a high school to allow for construction and the project was finished on time. The formal evaluation report was included in the board packet.

### **3. Recreation Update – *Matt Mercer***

Mr. Mercer said he is happy to share good news tonight. He said the county has moved into the yellow zone, this allows more capacity in facilities and allows for more programming to occur as almost normal and outdoor sports will proceed without concerns for modifications. He said the district will still maintain a reservation system for patrons to schedule time in the facilities and is anticipating that status will not change from yellow next week. He suggested that moving to the green category will not really change much except indoor contact sports will be allowed and indoor facilities could go beyond 100 people. He explained that the state guidance will allow for a two-week grace period for any counties that are moving up in risk level to allow time for the county to recover.

This makes it easier to operate and not require the facility rules to bounce back and forth with the levels.

Mr. Mercer said the state released school guidance that reduces the likelihood of grades 4-5 to return to full time after spring break. The Team Up program numbers have decreased to about 170 students and staff will have to consolidate programs to certain schools. He added that parents have been notified that a change is coming and staff will decide later this week which sites will remain in operation.

Mr. Mercer announced that with the Larkspur Center opening on April 5, he is feeling confident about the risk levels and staffing abilities. He said some areas of JSFC will be closing temporarily, pools will remain open and some classes will be offered. He said staff will monitor the usage of the two facilities and will fully open both centers when demand increases. All options will be offered at Larkspur while JSFC is partially shut down.

Ms. Brown said the Larkspur Center opening communications began today, the opening information was shared with staff and patrons, social media and local media. Community relations and recreation have been working together to offer small group tours for existing patrons led by staff and volunteers. In addition, there is a facility tour video that will be shared on the website, offered in English and Spanish. She said the board has been sent a save the date for a small-scale celebration of the opening of Larkspur Center. More communications will be coming to ensure a smooth transition. She added that although Larkspur Center is opening, the Senior Center will not be able to offer social programs (meals, movies, card games, etc.) under the state guidelines.

#### 4. In-Person Meetings – *Don Horton*

Executive Director Horton explained that employees that can work from home are continuing to work remotely, park services staff are working, but not using the building and recreation staff are returning to the office as necessary. The district office and community room remain closed to the public. He said one of the rules that complicates meeting in person for board meetings is that masks would still be required and capacity for the room is low. He said staff has reached out to other agencies in the area and they are continuing to offer virtual public meetings. He said the Bend LaPine School Board tried a hybrid meeting that did not work well and they went back to virtual meetings. Executive Director Horton recommended to the board that the district continue to meet virtually and re-evaluate at a later date.

The board discussed their interest in making the board meetings as accessible as possible to every community member. This was also discussed as part of the diversity, equity and inclusion work. At minimum, the board supported filming board meetings and posting them on the website so the community could have a better understanding of how the board makes decisions. The board agreed to wait until face coverings are no longer required and higher capacity is allowed in the community room to accommodate visitors at the meetings to reinstate in person meetings.

#### **CONSENT AGENDA**

1. Minutes 02/16/2021
2. Resolution No. 2020-05: Emergency Conditions and Granting Authority



***Director Schoen made a motion to approve the February 16, 2021 minutes. Director Schoenborn seconded. The motion passed unanimously, 4-0.***

***Director Méndez made a motion to extend Resolution No. 2020-05 to June 30, 2021. Director Schoen seconded. The motion passed unanimously, 4-0.***

## **BUSINESS SESSION**

### **1. Resolution No. 2021-03: Waiving SDCs for Veterans Village – Michelle Healy (20 min)**

Ms. Healy said the Veterans Village project is a 15-unit project on land owned by Deschutes County that will serve veterans that need housing. She said the project does not meet all the requirements to waive park SDCs and stated that the city of Bend has approved waiving city SDCs. She said that district staff asks the board to approve district waivers as well, these waivers will not count as part of the 150 additional waivers granted by the board earlier this year. She added that the financial impact is almost \$90,000 to the district.

Ms. McConnell commended the park staff on getting creative to make this development happen. The state authorized applicants to work around regular codes (because it is difficult to create these types of shelters) to make this development happen. She said veterans can move in and receive support and help to overcome issues and become more stable. The vast majority of homeless in the area became homeless while living here in Bend. Individuals have not yet been selected for housing in this project and she stated she did not know how many of them are locals. The waivers are provided to Bend Heroes, an organization in the area that has been working with veterans. She said Central Oregon Veteran Outreach (COVO) will operate the shelter. Adding that the housing is temporary use, and SDCs will be paid on the land when developed as something else.

***Director Méndez made a motion to approve Resolution No. 2021-03 waiving SDCs for the Veterans Village project. Director Schoenborn seconded. The motion passed unanimously, 4-0.***

## **EXECUTIVE DIRECTOR'S REPORT**

- Executive Director Horton asked for two volunteers from the board to serve on the Benefits Committee. Director Schoen and Director Schoenborn volunteered to serve and recommended Tom Fisher for the budget committee. He reminded the board of the Larkspur Center opening celebration on April 2 and the budget tour on April 14.

## **PROJECT REPORT**

### **BOARD MEETINGS CALENDAR REVIEW**

#### **GOOD OF THE ORDER**

- Director Schoenborn said he is looking forward to the budget tour.
- Director Schoen said she attended the first foundation meeting as the board liaison. She said she shared with the foundation the need of families for childcare in the community and how staff is applying a DEI lens to these issues. The foundation is planning to align goals with district needs and showed interest in working closer with the board.
- Director Hovekamp suggested that the foundation present at the next need-based assistance update.

- Director Méndez acknowledged receipt of the petition of keeping the access open at Columbia Park. He praised the effort, but said the petition neglected to mention the cost of keeping it open and the proximity of the Miller Park access. He thanked the organizers for providing the information. Executive Director Horton said this is an ongoing process and invited the people involved to engage with opportunities offered by the district.

**ADJOURN** 7:32 pm

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Prepared by,  
Sheila Reed  
Executive Assistant

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Nathan Hovekamp, Chair

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Ariel Méndez, Vice-Chair

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Jason Kropf

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Deb Schoen

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Ted Schoenborn



## PLANNING & DEVELOPMENT PROJECT UPDATES April 2021

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### COMMUNITY AND REGIONAL PARK PROJECTS

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**Drake Park DRT & Bank Improvement Project:** Staff is still working with the last three landowners (PP&L, Deschutes Opportunity Development LLC, and Mirror Pond Solutions) to obtain the required right of way easements needed to construct the trail. The USACE issued the Joint Permit in early February, and according to the permit, the district must complete the work by March of 2023. The Land and Water Conservation Grant the district received from State Parks last spring still must go before the National Parks Service for approval. This is not expected to happen until this coming spring followed by a Notice to Proceed sometime this coming fall. This will allow staff to start work within the area of the grant, which is anything within the Drake Park property. BPRD could start work outside of that area sooner when easements are complete.



**Alpenglow Community Park:** Park construction begun this winter and will continue through 2021, with project completion expected in the spring of 2022. The work currently underway is site grading, pathways and structure footings. The COID bridge was set in early January and retaining walls are installed, and pathway construction is underway. Staff will continue to coordinate with adjacent property owners and neighbors during construction, keeping them updated on the progress of the park.



**JSFC Pool Tank Renovation:** Construction has started and is expected to be complete in June 2021. The new pool decks have been poured and work will begin on the mechanical pool equipment. Extreme caution should be taken in and around the natatorium area as equipment is begin used inside the building to backfill and grade for plumbing and the new concrete decks. Full personal protection is required to enter the space.



**Big Sky Park Expansion:** The proposed 2022 CIP includes funding for the infrastructure portion of the project only, with the amenity portion of the project to follow within a few years. It is anticipated that this portion of the project will go out for bid in early summer 2020 with construction to follow.

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## NEIGHBORHOOD PARK PROJECTS

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**Goodrich Pasture Park:** Work is nearly complete for this project. Sign offs on the permits are expected soon, and the playground is in with landscape nearly complete. Site furnishings and signs are being installed. Final acceptance of the landscape and turf is expected in spring of 2021 with the park opening at that time.



**Northpointe Park:** Permit review is in progress. The project is expected to go out to bid spring 2021.



**Shevlin West Park Land:** Construction of the Shevlin West subdivision is underway as the developer is required to dedicate 3.5 acres of park land for a neighborhood park. The developer is constructing the required roads and sidewalks adjacent to the park. The Board approved the PSA in February.



**Hollygrape Park ADA Improvements:** Projects documents are completed for this project. A start date for bidding and construction will be discussed as the district works through the budget for the new fiscal year.

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## TRAIL PROJECTS

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**Haul Road Trail:** The project has been advertised for bid. Construction is anticipated to begin summer 2021.



**Central Oregon Historic Canal Trail Road Crossing Safety Improvements:** BPRD has completed design work for safety upgrades to four road crossings on the Central Oregon Historic Canal Trail; Blakely Road, Brosterhous Road, Ferguson Avenue and 27<sup>th</sup> Street. The has applied for a construction permit from the City and intends to install the upgrades at the Blakely Road and Brosterhous Road crossings late summer of 2021. Upgrades to the remaining crossings will occur in subsequent years as additional sections of the trail are improved near those locations. BPRD was recently awarded a grant of \$64,218 from the Deschutes County MPO to fund construction of the Blakely, Brosterhous and Ferguson crossings.



**Canal Row Park Trail Connection:** BPRD is working on a new 520-foot trail project that will fill a gap between an existing multi-use trail adjacent to Butler Market Road and Canal Row Park. The trail will greatly enhance connectivity from the surrounding neighborhoods by creating a trail through a heavily trafficked section of Butler Market that currently has no sidewalks. Working with a consultant, BPRD recently completed survey and preliminary design drawings for the trail. Construction of the trail is anticipated mid-2021.



**Outback Trail (formerly the Discovery West Trail):**

BPRD has opened a new section of the Outback Trail that connects the Shevlin Park to Discovery Park. The Outback Trail passes through 30 acres of undeveloped land west of Discovery Park that will soon be transferred to BPRD and protected as open space. The land is currently controlled by the Brooks Resources Corporation, a private development company that is developing Discovery West, a large residential and commercial development that will surround the trail and protected open space. The trail currently has a gravel surface which will be replaced by a permanent asphalt trail as future phases of Discovery West are developed. The trail is located on a trail easement but passes through private property which is an active construction zone.



**Southeast Area Plan and Development Code:** BPRD staff have been coordinating with the city on the southeast area plan and code development related to parks and trails for the Southeast Area Plan. The south east area is located between 15<sup>th</sup> Street and 27<sup>th</sup> Street south of Ferguson Road. The development code will require the development of an extensive system of multi-use trails which includes the High Desert Trail, a BPRD trail that will connect Alpenglow Park to High Desert Park, and will clearly stipulate that BPRD is granted easements for the sections of trail the district intends to operate. This new code can be used as a model for future area plans and to modify existing city code related to trail development which is being reviewed as part of the new trail maintenance agreement. Bend City Council will hold a public hearing and consider approval of the plan and code at its April 7 meeting



**Trail Maintenance Intergovernmental Agreement:** BPRD staff has been working with the City of Bend to draft a new agreement that will clarify trail maintenance responsibilities and improve coordination with city on trail construction that occurs through private land development. BPRD continues to update the trail map database which has been shared with the city and contains improved information regarding trail alignments, underlying easements/ownership, and current maintenance responsibilities. A draft of the agreement is complete and has been reviewed by the city's legal department. It is now being reviewed by BPRD's legal team for final revisions. Additionally, BPRD staff is working with City staff on a set of revisions to the Bend Development Code to support the agreement. We anticipate that Bend's City Council will approve the recommended code changes and the agreement mid-2021.

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## RIVER PROJECTS

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**Riverbend South Access and Restoration Project:** UDWC applied to OWEB for the final piece of funding for the project. Nine projects were submitted to OWEB in this cycle and five, including this one (ranked 5<sup>th</sup> of those five), were recommended for funding. Feedback from the OWEB review committee was that it was a very strong application with no concerns or major questions. The OWEB board held their annual budget board meeting and it was determined that based on the current revenues, there will be enough funding for this project. This secures the final piece of funding for this project's construction. Staff and UDWC will now coordinate to begin what will likely be a long permitting process, with the goal of breaking ground on this project in the fall of 2022.



**Deschutes River Access and Habitat Restoration Plan:** BPRD solicited feedback on the draft project list from February 9-28. During that time, staff received feedback via emails, three community meetings (two in English and one in Spanish), one meeting with the River West neighborhood and a survey that was completed by 980 community members. This feedback is being used as an additional data source to inform and refine the draft project list, prior to development of the draft plan. The board will receive an overview of the community outreach and recommended changes to the project list at its April 6<sup>th</sup> meeting.

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## OTHER PROJECTS AND FUTURE DEVELOPMENT

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**Petrosa Master Plan Development:** BPRD and Pahlisch Homes are coordinating on a park and trails in the UGB northeast edge expansion area. The master plan includes a 5-acre neighborhood park, and a section of the NUID Canal Trail, which will both be managed by the district and called for in the district's master plan (park search area #4). Other trails and open spaces will be managed by an HOA. Now that the board has approved the developer agreement and park master plan, staff are coordinating with Pahlisch Homes on the design and construction of the park and trails, and conveyance of ownership to BPRD. Petrosa encompasses 177 acres, and will include 120 townhomes, 442 apartments and 532 single-family detached units.



**Murphy Road Development:** BPRD and JL Ward Co. are coordinating on provision of a district park and natural area in this development in southeast Bend. The 102-acre development extends both north and south of Murphy Road and east of Country Club Drive. The proposal includes a 2.5-acre neighborhood park adjacent to an 11-acre natural area with almost a mile of natural surface trail. The development is zoned standard density residential and is expected to include 399 single-family homes and 49 townhomes.





**Easton Master Plan Development:** BPRD and Pahlisch Homes are coordinating on provision of a park and trails in southeast Bend. The district’s comprehensive plan calls for a park (search area #28) and a portion of the future High Desert Trail in this area. The Easton development is east of 15<sup>th</sup> Street and the future Caldera High School. The property is 75 acres and zoned standard density residential. The development will include approximately 428 single family homes and 127 townhomes, a 2.75-acre park, a recreation center and additional trails within the development.



**SDC Waivers for Affordable Housing:** Park SDC waivers for 380 units have been approved through coordination with the City of Bend’s Affordable Housing Committee. Following the board approval of an additional 150 waivers, a remaining 170 waivers are available through the end of 2022. Staff and legal counsel have completed the necessary deed restriction documents for five of the developments, totaling 316 units. In addition, the BPRD board approved SDC waivers for a temporary shelter project that will support veterans experiencing homelessness.



**Diversity, Equity and Inclusion (DEI) Initiative:** Talitha Consults of Tukwila, Washington was awarded a contract to lead the DEI Initiative. The project kicked off with the executive team and DEI workgroup in January. Talitha Consults has also reviewed relevant BPRD documents, interviewed staff, and led three focus group meetings with staff and board members. This information will serve as a basis for development of a staff survey and community survey, both which are expected to be open in April. Talitha is working toward development of an organizational assessment and district DEI action plan, expected to be completed in late summer.

## Board Calendar 2021

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

### **April 14** Budget Tour

### **April 20**

#### Work Session

- ◆ Needs Based Assistance Annual Report and 2021-22 Plan – *Matt Mercer and Michael Egging (30 min)*
- ◆ Legislative Update – *Don Horton (20 min)*

#### Consent Agenda

- ◆ Needs Based Assistance 2021-22 Plan Approval
- ◆ Approve Public Contract for Portable Restrooms

#### Business Session

- ◆ Approve Public Contract for Credit Card Processing Services – *Justin Sweet (15 min)*

### **May 4**

#### Work Session

#### Recreation Report

#### Business Session

- ◆ Adopt Resolution No. XXX – Adopting a Revised Fee Schedule for System Development Charges, effective July 1, 2021 – *Lindsey Lombard – this may also be on June 1 if we prefer.*

### **BUDGET MEETINGS May 18, 20 and 21**

### **May 18** Canceled

### **June 1**

#### Work Session

#### Recreation Report

#### Business Session

- ◆ Adopt Resolution No. XXX – Adopting a Revised Fee Schedule for System Development Charges, effective July 1, 2021 – *Lindsey Lombard – this may also be on June 1 if we prefer.*
- ◆ Hold Public Hearing and Adopt Resolution No. XXX – Adopting the Budget and Making Appropriations for Fiscal Year 2021-22, and Adopt Resolution No. XXX - Imposing and Categorizing Taxes for Fiscal Year 2020-21 – *Lindsey Lombard*
- ◆ Adopt CIP – *Michelle Healy*

### **June 15**

#### Work Session

#### Park Services Report

#### Business Session

IGA with the City for Planning – *Michelle Healy and Don Horton (45 min)*  
Recreation Programming Plan – Matt Mercer and Michael Egging  
IGA with the City for Mirror Pond Silt Removal – *Don Horton (30 min)*  
Refund Policy – *Matt Mercer*  
Award construction contract for Big Sky Park – *Brian Hudspeth (15 min)*  
Recreation Report: Next Steps Program – *Monica McClain-Smith and Carolyn Creedican (15 min)*  
Park Services Hard Surface Program – *Jason M and Alan Adams (15 min)*  
Centennial Celebrations – *Julie Brown (20 min)*  
Agreement for Riverbend South project with UDWC – *Ian Isaacson (20 min)*  
Park Services Report: Fleet and Equipment Program – *Roy Radcliff (15 min)*  
Park Services Report: Prescribed Fire – *Jeff Amaral (30 min)*  
Park Services Report: Hardsurface Program – *Alan Adams and Jason Monaghan (15 min)*  
Approve Credit Card Processor Contract – Justin/Jut/Betsy  
Update on Bi-lingual Communications – *Julie Brown and Kathya Avila Choquez (20 min)*  
Contract Award for Hollygrape ADA – *Jason Powell (10 minutes)*  
Park Naming Policy