



Bend Metro Park & Recreation District

May 3, 2022

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

EXECUTIVE DIRECTOR'S REPORT

PROJECT REPORT

BOARD MEETINGS CALENDAR

GOOD OF THE ORDER

ADJOURN

EXECUTIVE SESSION – The Board will meet in Executive Session following the regular meeting pursuant to ORS 192.660(2)(e) for the purpose of discussing real property transactions. This session is closed to all members of the public except for representatives of the news media. News media is asked to contact Sheila Reed to attend sheilar@bendparksandrec.org.

BOARD AGENDA COMMUNICATION

AGENDA DATE:	May 3, 2022
SUBJECT:	Employee Engagement Survey Results
STAFF RESOURCE:	Don Horton, Executive Director
GUEST PRESENTER:	Bob Lavigna, CPS HR Consulting
PREVIOUS BOARD ACTION:	None
ACTION PROPOSED:	
STRATEGIC PLAN:	
Pillar:	Employees & Workplace Culture
Outcome:	A workforce that is heard, informed and valued
Strategy:	Engage and recognize Staff

BACKGROUND

The district began working with the Institute for Public Sector Employee Engagement, a division of CPS HR Consulting, in early 2020. CPS HR helps governments measure and improve engagement by conducting engagement surveys. The survey responses are anonymous and handled solely by the contracting agency. In addition, CPS HR also conducts research and provides benchmark data to other government agencies (local, state and national) and private industry. The employee engagement survey was intended to go out to all employees in the spring of 2020, but due to the pandemic and lay-offs staff decided to wait.

The survey was conducted from January 18 – February 11. District employee's response rate was 62%. Overall, this is a high rate of participation, with 84% response from full-time employees and 52% participation from part-time. The survey comprised of 94 questions, most of the questions were standard questions on the survey to allow for benchmarking with other agencies and some were district created questions.

Bob Lavigna will present survey results during the board meeting and discuss outcomes and benchmark comparisons to other agencies. Overall, the survey responses were very positive and staff is pleased with the direction of the survey.

BUDGETARY IMPACT

None, this was in last fiscal year budget.

STAFF RECOMMENDATION

None

MOTION

For informational purposes only

ATTACHMENT

None

BOARD AGENDA COMMUNICATION

AGENDA DATE:	May 3, 2022
SUBJECT:	District Sustainability Program
STAFF RESOURCE:	Joanna Edwards, Information Specialist Bronwen Mastro, Landscape Architect Sasha Sulia, Superintendent of Park Operations
PREVIOUS BOARD ACTION:	N/A
ACTION PROPOSED:	None, for discussion purposes only
STRATEGIC PLAN:	
Pillar:	Operations & Management Practices
Outcome:	Be a local leader in environmental stewardship
Strategy:	Use environmentally responsible internal practices

BACKGROUND

Environmental sustainability is a core value of the district. Starting in 2010, the district initiated an environmental sustainability program intending to reduce environmental impacts associated with operations and development of new properties. At the time, the focus was primarily on defining the sustainability vision and goals for the district, as well as identifying what the district was doing to meet those goals and ways it could improve.

In 2014, a new formal Sustainability Committee was established. The committee consists of employee volunteers from different district departments and facilities, who provide input to management concerning sustainable operations of the district. Each member brings different work skills and experience to the committee and a general interest and drive to make the district work in a more sustainable way.

One of the committee's first actions was developing an Environmental Sustainability Policy (attached) which defines the primary initiatives:

- Integration of Sustainable Practices
- Water Quality & Consumption
- Chemical Use
- Energy Conservation
- Waste Reduction
- Purchasing
- Ecosystem Management

In 2017, the district took the opportunity to further advance energy conservation initiatives by joining the Energy Trust of Oregon's (ETO) "Strategic Energy Management Program" (SEM). The SEM program is a long-term initiative intended to integrate energy conservation awareness and action

throughout the workplace. The program provides training and assistance to improve employees' skills, knowledge, and workplace culture. In addition to BPRD, other local public and private entities make up the Central Oregon cohort. The cohort regularly meets through calls and workshops to share ideas and challenges in an effort to solve problems together. Four district facilities participate in the SEM program - District Office, Park Services, The Pavilion and Juniper Swim and Fitness Center.

In 2020, in response to the district's Environmental Sustainability Policy, the Sustainability Committee created the Sustainability Report and Plan. The report documents current and ongoing sustainability efforts while the plan serves as a roadmap for building and operating more responsibly throughout the district. The plan sets goals and priorities to accomplish the district policy, and aligns with the city of Bend's Community Climate Action Plan.

One of the district's sustainability plan goals is to convert to renewable energy. The district recently subscribed to the Oregon Community Solar Program, which creates central solar projects that put renewable energy into the grid. The subscription will offset approximately 52% of the district's total annual energy use and contributes to the city's goal of having a 100% renewable energy supply. Combined with our existing Blue Sky subscription (through Pacific Power), the district will offset approximately 65-70% of our total energy use with renewable energy.

BUDGETARY IMPACT

When making choices about which sustainability efforts to pursue, the district takes into consideration the direct short- and long-term costs (or savings); plus, a variety of indirect benefits such as cleaner air, preservation of natural resources and less pollution overall. These intangible benefits are not as easy to measure as direct costs; however, they are important as we strive to meet the district's goal to be a local leader in environmental stewardship.

Our sustainability efforts and choices to have a direct impact on the district's budget. Sometimes efforts result in immediate cost savings; other times they can cost more to implement (e.g., subscribing to Blue Sky) or they require an upfront investment before longer term savings are realized (e.g., converting fleet and equipment to electric, transitioning existing landscapes to drought tolerant, installing solar arrays, etc.). The district's recent decision to subscribe to the Community Solar Program is an example of a situation where the district will see an immediate savings by being a part of the program. The program provides a credit to our monthly power bills. The annual credit is estimated to be approximately \$4,600 which will result in roughly \$92,000 in savings over the course of the 20-year subscription.

STAFF RECOMMENDATION

None – for information purposes only.

MOTION

None

ATTACHMENT

Attachment A: Environmental Sustainability Policy



**Bend Park &
Recreation
DISTRICT**

Administrative Policy

Approved Date: April 1, 2019

Don Horton 4/1/19
Don Horton, Executive Director

Page 1 of 2

Environmental Sustainability Policy

Purpose

The Bend Park and Recreation District's core values include Environmental Sustainability in the maintenance and preservation of natural and developed resources. Further, the District recognizes that integrating and continuously improving sustainable best practices in all phases of management is an integral part of operational excellence. This policy defines the initiatives, standards, and responsibilities of District employees to take real and permanent steps to integrate sustainable practices in the planning, design, development, use, and management of District parks and facilities where financially feasible. District employees are encouraged to become familiar with and integrate sustainable practices in their daily duties and activities.

Key sustainability initiatives identified by the District include:

Integration of Sustainable Practices

District staff should be educated and trained on awareness and implementation processes related to creating and maintaining a sustainable park system. The intention is to develop and integrate sustainable best practices in District culture and decision making processes. This integration process includes the design and development of new properties, the maintenance of existing parks and facilities, and the activities of occupants of such properties.

Water Quality and Consumption

Parks and recreational facilities require significant amounts of fresh water to support recreation programming and green space. The accompanying discharge of waste water and storm water runoff also contributes to the District's impact on the environment. Staff should look to design, maintain, and make improvements that minimize water use and waste whenever possible in a manner that provides safety, sanitation, and health of District staff, patrons and assets.

Chemical Use

Parks and recreational facilities also require chemicals to operate, clean, maintain, and protect persons and properties. The use of cleaners, lubricants, fertilizers, pesticides, pool water sanitizers and many other chemicals have an impact on the environment that BPRD intends to minimize. District employees who utilize such products are expected to be knowledgeable and responsible in their use. Reduction in chemical use or conversion to less toxic chemicals that minimize environmental impact without compromising health and safety is encouraged. Chemical use should be addressed during the design phase of renovations, replacements, and new construction in a manner that minimizes or eliminates their use where financially feasible and practical.

Reviewer: Asset and Program Manager

Last Review Date: April 2019

Next Review Date: April 2024

Review Schedule: 5 years

Energy Conservation

Controlling and minimizing electrical and natural gas consumption is a fundamental characteristic of a sustainable organization. Consumption reduction measures that maintain or improve occupant comfort, health, and safety should be investigated and implemented by staff and design professionals when operating existing systems and designing new properties where economically feasible. Employees are expected to take actions that minimize energy use such as turning lights out, closing exterior doors and windows when appropriate, etc. Alternative energy generation systems that replace grid-sourced power should be investigated and integrated when feasible and practical. District construction and facilities staff should remain knowledgeable of new energy efficiency technologies appropriate for BPRD properties as they evolve.

Waste Reduction

The volume and toxicity of waste generated by an organization is a primary contributor to environmental degradation, and improvements made to minimize waste are a critical component of sustainability. District operations are to maximize recycling opportunities where possible, including engaging patrons by making recycling options convenient. Also, new construction and renovations should include designs that promote and improve the convenience of trash and recycling separation. The purchasing and stocking of disposable materials and supplies that unnecessarily contribute to the waste stream should be avoided when possible.

Purchasing

Purchases of goods such as fixtures, furnishings, materials and supplies should consider the use of products produced from recycled materials, products that are considered recyclable, or are procured locally in a manner that minimizes transportation while adhering to District purchasing and contracting rules.

April 05, 2022

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

Nathan Hovekamp

Zavier Borja

Rachel Colton, Park Planner

None

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Mr. Abbas spoke about the next steps including an IGA for cost sharing, assigning the city as project manager, restart design efforts, and finalizing design and cost estimates. He reviewed the funding and mentioned the city may need to come up with additional funding from other sources within the city.

2. Potential Tax Exemption Programs Follow-up up – *Rachel Colton and Michelle Healy*

Ms. Healy gave an overview of the program including the history, review of the proposed programs. She updated the board on the SDC waiver financial impact to the district. She said the total projected SDC impact is approximately \$2.6-\$2.8 million and equivalent to the cost to procure land for and construct a neighborhood park.

Next, she reviewed the Core Area projected TIF impact to the district stating that over time the district will lose \$26.7 million. In total both programs will likely cost the district just under \$30 million. She explained that she is anticipating discussions with the city later this year regarding the extension of the SDC waiver program.

Ms. Colton reviewed the proposed city programs with a focus on Non-Profit Property Tax Exemption (NPTE) and Multi-Unit Property Tax Exemption (MUPTE). She said the city council will discuss in a work session in April, conduct a public hearing for NPTE and MUPTE in May with a second reading in June to go into effect in July.

Ms. Colton reviewed the rules of NPTE and MUPTE, program caps and reporting and financial impacts to the district with no caps in place. She reviewed staff recommendations that include:

- Support NPTE and focus on non-profit developers + affordable housing
- Express concern for abating taxes for for-profit developers to build market-rate residential units
- Request mandatory program review every two years
- Request MUPTE cap of 750 units
- Express concerns about cumulative impacts of TIF, SDC waivers, NPTE, MUPTE and existing affordable housing exemption program
- Support third party proforma review
- Support removing Middle Income Exemption
- Support additional open space related public benefits
- Request clarity on how park space will be provided in TIF area

CONSENT AGENDA

1. Approve Needs Based Assistance Plan for Fiscal Year 22-23
2. Minutes 3/15/2022

Director Schoen made a motion to approve the consent agenda as presented. Director Hovekamp seconded. The motion passed unanimously, 4-0.

BUSINESS SESSION

1. Approval of name for Project 155- Bend Golf Club Park site – *Rachel Colton*

Ms. Colton said this park is in the SE Bend area and is a 3.4-acre neighborhood park. She spoke about the park features and opening date for summer of 2023.

She explained the naming process including public engagement, staff recommendations, naming committee review and board approval. She reviewed the potential names and the said the naming committee selected Little Fawn Park as the name. She asked the board to consider approving the name of the park.

Director Hovekamp made a motion to approve Little Fawn Park as the name for the “Project 155 – Bend Golf Club Site” neighborhood park property. Director Kropf seconded. The motion passed unanimously, 4-0.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Horton reported the following:

Ms. Healy was asked to serve on the NRPA Gold Medal Committee, he said it is an honor for her and the district. With this appointment, she will have access to the gold medal applications that represent the best of the best in the country for parks and recreation. He stated the one drawback is the district had to rescind the application for the Gold Medal Award.

There were so many people participating in summer registration, that it overloaded the system. In the first four hours, 6012 people registered online and 132 over phone. Last year that number took 30 hours. In 2019 it took the district 8 hours for the same volume. He explained some of the suspected reasons: less programs, opened a month later to be sure that programs offered could be staffed.

PROJECT REPORT

BOARD MEETINGS CALENDAR

GOOD OF THE ORDER

- Director Hovekamp interesting discussion on the gap on the river trail and potential for the tax exemption programs.
- Director Schoen attended the Londonderry art installation event and commented on the great event and artwork. She gave praise to Ms. Healy for selection to the Gold Medal Committee and said she is only the 2nd person she knows of from the west coast to be chosen. She added that it speaks to executive director Horton and the support of the staff as well as the sacrifice to give up the award application. She shared that registration issues are common and glad to hear the district is committed to fixing it.
- Director Méndez said Alpenglow Park is getting close to completion and commented that it is great to see the in the community.

ADJOURN 8:38pm



Prepared by,

Sheila Reed
Executive Assistant

Ariel Méndez, Chair

Deb Schoen, Vice-Chair

Jason Kropf

Nathan Hovekamp

Zavier Borja

April 19, 2022

AGENDA

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hours that equals 13.7 full-time equivalency. Volunteers are coaches, parks and trail support, goose hazers, facility (Larkspur Community Center) support, events and activities and organization oversight, including the board.

Ms. Johnson shared feedback from volunteers that report that they truly enjoy the work they do with the district.

2. Community Sponsored Projects program update – *Rachel Colton*

Ms. Colton gave the background on community sponsored projects. This program was developed to better respond to projects desired by the community. The projects vary in scope and ten community projects have been implemented to date. Some examples include the kayak slalom at First St. Rapids and Farewell Bend, sand volleyball courts at Pine Nursey and most recently the temporary Skyline Park disc golf course.

Ms. Colton reviewed the disc golf project. She said staff gathered community feedback, usage data and determined that the course did not impact other users of the park.

3. Mobility Analysis presentation – *Sara Anselment*

Ms. Anselment explained transportation as moving of good and people and mobility as having transportation options and the quality of those options with time, affordability and safety in mind. She reviewed the goals of the analysis is to document the following:

- what considerations are made when determining how much parking to build
- what actions the district currently takes to increase mobility and decrease parking
- explain parking demand management and supply strategies
- determine if additional actions are needed

She reviewed the considerations that should be made that include parking opportunities, transit access, alternate transportation routes and seasonality. She said parking demand and supply strategies also need to be considered and commented that the district is already practicing the documented best practices and gave several examples. She also reviewed the promotion of multimodal transportation and mentioned the tactics used to reduce barriers to district amenities.

Ms. Anselment spoke about some of the district green design strategies for parking lots with permeable pavement, cool pavements, stormwater management, tree canopy, design and parking lot infrastructure. She included some of the current work that is being done in collaboration with the city and an analysis for Riverbend and Farewell park for access will be conducted. Future work includes a development standard update and mid-term comprehensive plan update.

EXECUTIVE DIRECTOR’S REPORT

Executive Director Horton invited the board to attend the Little Fawn outreach event tomorrow night at the community clubhouse in Golfside neighborhood.

PROJECT REPORT

BOARD MEETINGS CALENDAR

GOOD OF THE ORDER

- Director Kropf: Appreciates the board meeting topics and commented on the level of community engagement with volunteers. He added that community sponsored projects and the mobility presentations are reflective and forward thinking.
- Director Méndez shared that he sent a letter to city council and cc’d the board about the district concerns on the tax plan the city is working on. He added that he and director Schoen will meet with Eric King and a couple of city councilors as a follow up. Director Méndez commented on his desire to see more data on parking and the affects to some groups of the community. Where the district has control, he would like to see more effort to get people places without driving.
- Director Schoen said she appreciates the work the staff did to take the board and budget committee on the budget tour last week.

ADJOURN 7:20 pm

♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦

Prepared by,

Sheila Reed
Executive Assistant

Ariel Méndez, Chair

Deb Schoen, Vice-Chair

Jason Kropf

Nathan Hovekamp

Zavier Borja

BOARD AGENDA COMMUNICATION

AGENDA DATE:	May 3, 2022
SUBJECT:	Resolution No. 2022-02, adopting a Revised System Development Charge (SDC) Fee Schedule effective July 1, 2022
STAFF RESOURCE:	Kristin Donald, Administrative Services Director Michelle Healy, Deputy Executive Director Don Horton, Executive Director
PREVIOUS BOARD ACTION:	The SDC Fee Schedule was last set with Resolution No. 2021-04 on June 1, 2021, effective July 1, 2021.
ACTION PROPOSED:	Adopt Resolution No. 2022-02, providing for a revised SDC Fee Schedule effective July 1, 2022 that includes a 9.82% 2022-23 annual index adjustment.
STRATEGIC PLAN:	
Pillar:	Operations and Management Practices
Outcome:	A balance between caring for existing infrastructure and new development
Strategy:	Ensure the district is maintaining its adopted level of service targets

BACKGROUND

The district's annual SDC fee schedule adjustment becomes effective on July 1 of each year, corresponding with the district's budget cycle. The timing of the decision regarding the fee adjustment is sequenced to correspond with the district's annual budget process and to inform the city of Bend and Deschutes County of SDC fee changes in a timely manner. The current SDC fee schedule went into effect on July 1, 2021, pursuant to Resolution No. 2021-04 adopted on June 1, 2021.

The Methodology Report: Parks System Development Charges, Section 3.4.1 Inflationary Adjustments, outlines the formula for calculating and adjusting fees on an annual basis. The adjustments are proportionately indexed to:

- the Engineers News Record (ENR) US 20–City Average Construction Cost Index; and
- Bend land values as determined by changes in Real Market Value (RMV) as reported by the Deschutes County Assessor's Office

The recommended 2022-23 fee adjustment is based on the proportional rates of change in the two cost factors between December 2020 and December 2021. This year the indices call for a total fee adjustment increase of 9.82% for fiscal year 2022-23 due to the combined effect of:

- an increase in Bend land values (18.06%) combined with
- an increase in the ENR 20-city construction cost index (7.36%)

Applying the index to the current year average unit fees results in the following 2022-21 adjusted average fees: single-family - \$9,738; multi-family - \$6,622; and accessory dwelling unit (ADU) - \$4,207 (see attachment 2).

When the board adopted the new park SDC methodology in 2019, the methodology included data that enables the district to charge SDC fees for single-family and multi-family residential units by tiers and/or average rates. At that time, implementation of a tiered fee schedule was postponed until the city of Bend was able to effectively collect tiered park SDC fees. Since city and county staff can collect park SDC fees by tier, Resolution No. 2022-02 includes the average fee and the tiered fees for both single-family and multi-family units.

BUDGETARY IMPACT

The SDC Fee Schedule has impacts on future SDC fee revenues and the funding available for SDC eligible projects in the district's adopted Capital Improvement Plan. Inflationary-adjusted fees help the district's SDC revenues adjust to the rising costs of acquiring and developing parks, trails and recreation facilities. However, it is important to recognize that there is a time lag between the dates of the indices used and the date the new fees are effective, so in a time of significant cost inflation as we are currently seeing, the annual fee adjustment cannot keep pace.

STAFF RECOMMENDATION

Staff recommends adoption of the SDC Fee Schedule, including both average and tiered fees, contained in Resolution No. 2022-02 which provides for a 9.82% inflationary adjustment determined with the cost indices included in the 2019 adopted SDC Methodology, and outlined above.

MOTION

I make a motion to adopt Resolution No. 2022-02, Adopting a Fee Schedule for System Development Charges effective July 1, 2022.

ATTACHMENT

Attachment A: Resolution No. 2022-02, Adopting a Revised Fee Schedule for System Development Charges

Attachment B: SDC Adjustment Factor Calculation, Fiscal Year 2022-23

BMPRD RESOLUTION NO. 2022-02**A RESOLUTION OF THE BEND PARK AND RECREATION DISTRICT BOARD OF DIRECTORS
ADOPTING A REVISED FEE SCHEDULE FOR SYSTEM DEVELOPMENT CHARGES.**

WHEREAS, June 4, 2019, the Board of Directors (the “Board”) for the Bend Park and Recreation District (the “District”) adopted Ordinance No. 12 – System Development Charges, authorizing the assessment and collection of System Development Charges (“SDCs”) and Resolution No. 422 – Adopt a Methodology for Calculating System Development Charges; and

WHEREAS, Ordinance No. 12 allows the District to establish SDC fees necessary to serve future public park needs of the residents of the District; and

WHEREAS, the terms “Single-family Dwelling,” “Multi-family Dwelling,” “Mobile Home,” “Accessory Dwelling Unit,” “Dormitory,” and “Hotel/Motel” are defined in Ordinance No. 12, and

WHEREAS, the District incurs costs associated with administering the SDC program, including internal administration as well as payments to the City of Bend and Deschutes County to collect the park SDCs on behalf of the District (the “Administrative Costs”); and

NOW, THEREFORE, the Board of Directors hereby resolves as follows:

1. The District’s SDCs and Administrative Costs for the period July 1, 2022 through June 30, 2023 shall be imposed at the full amount allowed under the adopted Methodology, and shall be:
 - a. Single-family Dwelling Units:

i. Average fee	\$ 9,738
ii. < 501 square feet	\$ 6,663
iii. 501 – 1,000 square feet	\$ 7,245
iv. 1,001 – 1,600 square feet	\$ 8,414
v. 1,601 – 3,000 square feet	\$ 9,544
vi. > 3,000 square feet	\$ 10,673
 - b. Multi-family Dwelling Units:

i. Average fee	\$ 6,622
ii. 0 bedroom	\$ 4,207
iii. 1 bedroom	\$ 4,636
iv. 2 bedrooms	\$ 7,517
v. 3 or more bedrooms	\$ 9,738
 - c. Mobile Home Unit:

	\$ 8,803
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 - d. Accessory Dwelling Unit:

	\$ 4,207
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 - e. Dormitory per Person:

	\$ 3,895
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 - f. Hotel/Motel Unit:

	\$ 6,722
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2. This Resolution shall take effect July 1, 2022.

3. Miscellaneous. All pronouns contained in this Resolution, and any variations thereof, will be deemed to refer to the masculine, feminine, or neutral, singular or plural, as the context may require. The singular includes the plural and the plural includes the singular. The word “or” is not exclusive. The words “include,” “includes,” and “including” are not limiting. The provisions of this Resolution are severable. If any section, subsection, sentence, clause, or portion of this Resolution is for any reason held invalid, unenforceable, or unconstitutional, such invalid, unenforceable, or unconstitutional section, subsection, sentence, clause, or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, or constitutionality of the remaining portion of this Resolution. This Resolution may be corrected by resolution of the board to cure editorial or clerical errors.

ADOPTED by the Board of Directors of the District on this 3rd day of May 2022.

Ariel Méndez, Board Chair

Attest:

Don P. Horton, Executive Director

System Development Charge Adjustment Factor Calculation FY 2022-23

Attachment B

		<u>Real Market Value (RMV) All Taxable Properties (A)</u>	<u>Real Market Value (RMV) of New Property (B)</u>	<u>RMV of Property Without New Construction (A) - (B) = (C)</u>	<u>Market-Related Change in RMV (C1 - C2) / C1</u>
1	2021-22	28,460,018,318	444,173,400	28,015,844,918	18.06%
2	2020-21	24,031,365,821	301,764,880	23,729,600,941	

The SDC methodology uses the estimated market-related change in real property value as a proxy for the change in land value because the County Assessor does not publish data about the change in land value alone. The Assessor's Office estimates the total change in real market value (RMV) as well as the value of new construction added to the roll each year. The market-related change in real property values can be estimated by subtracting the new construction value from total RMV. When compared to the base value for RMV from the previous year, an average growth rate for the increase in real property, including land value, can be made.

	<u>20-city Dec. 2021</u>	<u>20-city Dec. 2020</u>	<u>Difference</u>	<u>% Change</u>
ENR CCI	12,481.82	11,626.00	855.82	7.36%

During the 12-month period from December 2020 through December 2021, the Engineering News Record Construction Cost Index 20-City Index changed from \$11,626 to \$12,481.82. This represents a percentage increase of 7.36%.

To adjust the cost based upon the index percentages in the 2019 SDC Methodology:

<u>Construction</u>	+	<u>Land Value</u>	=	<u>Adjustment Factor</u>
77% x 7.36%	+	23% x 18.06%	=	9.82%
0.0567	+	0.0415	=	0.0982

<u>Fees</u>	<u>2021-22 fee</u>	<u>2022-23 fee adjusted for inflation</u>
Single Family Average	8,867	9,738
Single Family (<501 sq ft)	6,067	6,663
Single Family (501 - 1,000 sq ft)	6,597	7,245
Single Family (1,001 - 1,600 sq ft)	7,661	8,414
Single Family (1,601 - 3,000 sq ft)	8,690	9,544
Single Family (>3,000 sq ft)	9,719	10,673
Multi Family Average	6,030	6,622
Multi Family (0 bedrooms)	3,831	4,207
Multi Family (1 bedrooms)	4,221	4,636
Multi Family (2 bedrooms)	6,845	7,517
Multi Family (3 bedrooms)	8,867	9,738
ADU	3,831	4,207
Hotel Room	6,121	6,722
Manufactured Home Placement (in a park)	8,016	8,803
Dormitory (per person)	3,547	3,895

BOARD AGENDA COMMUNICATION

AGENDA DATE:	May 3, 2022
SUBJECT:	Amendment to Bend Elks Baseball Club Lease of Vince Genna Stadium
STAFF RESOURCE:	Don Horton, Executive Director
PREVIOUS BOARD ACTION:	None
ACTION PROPOSED:	Authorize the Executive Director to negotiate and execute Amendments to the Leases with the Bend Elks Baseball Club
STRATEGIC PLAN:	
Pillar:	Operations & Management Practices
Outcome:	A balance between caring for existing infrastructure and new development
Strategy:	Continue to "take care of what we have" by prioritizing investments in the District's existing assets

BACKGROUND

Vince Genna Stadium (stadium) has been operated by several organizations over the years, and has been home to different baseball teams. In April 2008, the district and Hills Creek Reservoir Investment, LLC entered into a Lease Agreement and Ground Lease (leases) for operation of the stadium and permitted construction of the fieldhouse, which is primarily used for batting cages, merchandise sales, and private events. The leases had an initial term of five-years, followed by five options to renew for five-year terms each. The leases require payments to the district of \$121 annually and reimbursement of the stadium property insurance premiums. Additionally, the leases require the tenant to complete capital improvements and normal repairs to the stadium. These leases were later assigned to Strike Zone of Bend, LLC.

The stadium is currently operated by Let's Play Ball, LLC dba Bend Elks Baseball Club (Bend Elks). Let's Play Ball assumed the leases and the Bend Elks Baseball Club in October 2014 from Strike Zone of Bend, LLC.

As required by the leases, Bend Elks have completed various capital improvements and repairs to the stadium over the years, recent examples include accessibility accommodations such as a new service counter and ramp. This year (2022) the Bend Elks will complete concrete walkway restorations, some roof replacements, and install new water piping where needed. Also, this year the Bend Elks desire to complete the largest capital improvement to the stadium during their tenure, installation of a new artificial turf infield.

The Bend Elks estimate the cost of completing the artificial turf infield improvement (improvement) will be in excess of \$250,000. To ensure they will continue to enjoy the improvement and recoup their significant investment, the Bend Elks have requested a one-time lease renewal of 15-years. The requested renewal eliminates the five-year renewals in favor of a single 15-year term, and would extend the current lease term through April 15, 2038.

In exchange for the district agreeing to the Bend Elks improvement and lease renewal request, the district has requested and the Bend Elks have informally agreed pending lease amendment approval, to replace the artificial turf infield carpet in 2033 to ensure the district is not left with large repair costs at the end of the leases in the event the Bend Elks and the district do not enter into a new lease by 2038.

The reasons the Bend Elks desire to complete this improvement include:

- an estimated 65% reduction in daily water usage during the warmer months, a reduction from the current daily average of 5,890 gallons to 3,820 gallons;
- the existing turf infield is in need of replacement;
- gaining the ability to host games, practices and camps for baseball and softball from youth through adult by installing base plugs at multiple distances;
- an extension of the season to February through November; and
- increased carrying capacity of the field for more frequent use, which is an underserved need in Central Oregon.

BUDGETARY IMPACT

There are no anticipated budgetary impacts. The structure of the lease is intended to save the district costs by requiring the Bend Elks to maintain the facility and to provide for capital expenditures intended to improve the overall condition of the facility.

STAFF RECOMMENDATION

Staff recommends the board authorize the Executive Director to negotiate and execute Amendments to the Lease Agreement and Ground Lease with the Bend Elks Baseball Club to permit construction of the artificial turf infield improvements by the Bend Elks Baseball Club that are in agreement with the terms listed above.

MOTION

I move to authorize the executive director to negotiate and sign amendments to the leases with the Bend Elks Baseball Club that extends the term of the leases to expire in 2038 and allows for the Bend Elks to convert the grass infield to an artificial turf infield and to assure that the carpet of the infield is replaced in year 10 of the amended lease term.

ATTACHMENT

Attachment A: Bend Elks Proposal



Executive Summary

The Bend Elks Baseball Club would like to install an artificial turf infield at Vince Genna Stadium. We believe that a turf infield would benefit both the Bend Elks players and the Central Oregon community by allowing a wider range of activities on the field, in addition to being more environmental and financially friendly.

The artificial turf installation would include the infield grass and dirt, aprons, and 5 feet into the outfield grass. With this installation, we would be able to, for the first time, host baseball and softball games from youth to adult. Additionally, we would have much more flexibility to host camps and games for youth teams, high school teams, tournaments, and adult leagues throughout the entire year, including when many Central Oregon fields are not able to be used due to snow or other weather issues.

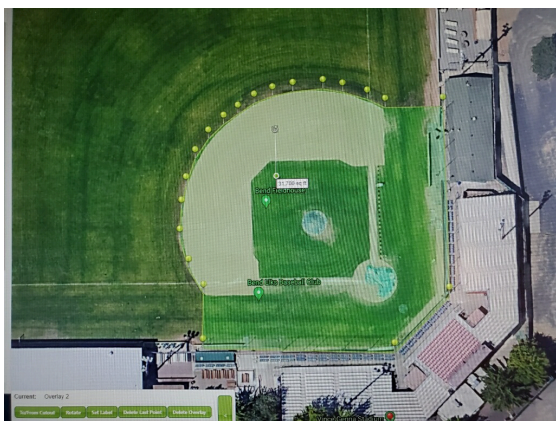
In the following document, we detail the value in allowing an artificial turf installation at Vince Genna Stadium which will greatly benefit the Bend Elks community, Central Oregon baseball and softball community, and Bend Parks & Recreation.

Project Overview

All plans to install artificial turf have been compiled in collaboration with Northwest Sports Turf Solutions. Northwest Sports Turf Solutions installed the artificial turf upgrade to Jaqua Sports Complex for the Redmond School District in early 2022 and is one of the recognized leaders in sports complex turf installations in the Northwest.

We intend to install turf in the infield, aprons, and 5 feet into the outfield. The artificial turf would be put on top of a base layer of rock, sand, and a netting to help with drainage of any water that accumulates on top. This base layer of rock, sand, and netting has already been reviewed and approved by our 3rd party engineering firm HA McCoy Engineering, Northwest Sport Turf Solutions, and Bend Parks & Recreation through Brian Hudspeth.

The artificial turf would include a turf pitching mound, home plate, and bullpens, as well as a "Bend Elks secondary logo" located behind home plate.





Benefits of turf

The Bend Elks see many advantages to installing artificial turf at Vince Genna Stadium. Over the past few years, artificial turf has become recognized as a significant and necessary improvement to keep playing fields at top quality. Upgrading to a turf field would allow benefits to not just the Bend Elks, but also the community of Central Oregon at large.

IMPROVING USE TO MORE OF THE COMMUNITY

With a grass field at Vince Genna Stadium, we are limited to only being able to host high school, college, and adult baseball games. Through our intended upgrade to artificial turf, we will have base plugs at various distances (60', 80', and 90') allowing all levels of play from T-Ball to adult, as well as any level of softball. This will allow a significant group of Central Oregonians the opportunity to use Vince Genna Stadium that never before have had access – particularly becoming more inclusive by adding women's softball. This will also provide an additional field for teams to use for practice and games in an area that is limited on baseball and softball field space.

EXTENDED PLAYING SEASON

Here in Central Oregon, the natural fields are often available and in best shape based on weather. Artificial turf has the ability to handle water and drainage much better than a natural baseball field, allowing games to be played in the rain and in wet conditions resulting in fewer canceled games and more revenue. With a turf field, we would be able to handle games or sporting events from March (or some in February) until at least October/November. Having artificial turf would provide a great benefit as it would allow the field at Vince Genna Stadium to be used almost year-round.

GREATER OPPORTUNITY TO USE FIELD FOR BASEBALL / SOFTBALL EVENTS

The Bend Elks have already had success in using the field and stadium to host a variety of tournaments and events. These have varied from summer and fall camps, baseball tournaments, field rentals to baseball programs for 14U travel teams, little leagues, high schools, high school age baseball programs and more. As mentioned above, having a turf field would allow the playing season at Vince Genna Stadium to be extended, allowing us further opportunities to rent the field – meeting a community need and generating additional revenue. After years of operating at a loss, improving revenues will provide the funds needed to address future stadium improvements quicker.

Local high schools have had multiple early season games in the last few years that they were unable to play at their home fields due to weather and field conditions, resulting in teams having to rent other turf fields from schools in Salem just to play. Having a turf field available to the local high schools would allow them to come to our facility instead of traveling to play hours away.



Youth travel baseball teams in Central Oregon often compete against each other and are in need of more field options to rent for local completions. Having a turf field with movable bases, would allow us to provide an additional neutral site for teams to rent and use for these games. Many of these organizations are having these games in Redmond and La Pine currently due to field demand in Bend.

The development of high school neutral summer baseball programs has led to demand for Vince Genna Stadium as we have a lack of affiliation with any high school program. In the summer of 2020 (June – mid-August) we were able to invoice \$48,000 in field rentals to these programs. With the development of a turf field that will require extremely limited maintenance, the availability for these types of rentals would significantly increase, even with our Bend Elks games in full swing. This increased revenue helps to cover the high installation cost as well as build a revenue stream to support future stadium improvements.

Additionally, the extended use of an artificial turf field will allow us to host more camps and tournaments throughout the year without fear of weather causing field issues or the additional use damaging the field. We believe that the field could be used for youth baseball tournaments from March through October and can be done through our organization or in partnership with larger tournament organizations that have often expressed interest in using the field for tournaments.

We believe in, and have heard strong support from the community for, a professional turf baseball field. With the development of the artificial field at the Jaqua Sports Complex in Redmond, we have seen proof that the field will be in high demand and fill a tremendous need. As what would be one of only two baseball fields with lights as well as concessions in town, Vince Genna Stadium would be in high demand for all teams and organizations in the Central Oregon baseball and softball community in need of this type of facility.

ENVIRONMENTAL AND FINANCIALLY FRIENDLY

Through installation of artificial turf and elimination of a large portion of the grass and dirt, the Bend Elks could greatly reduce the amount of water and product used, as well as employee hours required to keep the field in good playing condition.

Each year the exact number of staff hours spent to maintain the field varies, although it is estimated that a minimum of 250 hours is spent working on the field. These hours are spent preparing the field for play after winter, maintaining the irrigation system, fertilizing and weed spraying, laying and leveling the infield dirt, maintaining the field throughout the year, and general field management for before and after games.

Although we intend to keep the outfield grass for a variety of reasons, the removal of the infield and apron grass will also result in significant less use of water, fertilizer and weed killer. The removal of the infield, pitching mound, and home plate dirt will mean a complete removal of the need to purchase clay, turface, bulk dirt/soil, and chalk.

By eliminating grass in the infield we will be able to fully remove at least 19 landscape sprinklers and the firehose used for each game event. As Bend continues in a drought,



minimizing the amount of water will be a key benefit to installing turf. As we head into what is expected to be years of extreme drought, we currently use an average of 5,890 gallons of water per day in May through September to water the grass and dirt. By eliminating the unneeded sprinklers and firehose through turf replacement we will save at least 3,820 gallons of water per day – a 65% reduction. Over the course of a season, the water savings is expected to be at least 573,000 gallons of water. Not only is this valuable water that can be used elsewhere in the community but it is a positive statement the Elks and Parks are doing their part to be water conscious at the same time the community is being asked to conserve water.

Cost of Artificial Turf

Following is a description of the costs associated with installing and maintaining turf compared to maintenance and upkeep of a grass field. Below the text is a chart highlighting the numbers over the next 20 years. Turf cost estimates were supplied by Northwest Sports Turf Solutions. The initial cost of installing an artificial turf field is approximately \$250,345. This includes the costs of excavating the current field, installing rock, turf, and the turf accessories that would be needed to maintain the field including a groomer, sweeper, and magnet. The life expectancy of artificial turf is 10 years. The yearly cost to maintain the turf after the initial installation would be approximately \$1,800. In comparison, the current grass field requires a major overhaul approximately every 15 years, which is currently needed. We have reached out to multiple professional baseball field specialists for quotes on redoing the infield with fresh dirt and grass throughout the same areas we would intend to turf. Their estimates came back ranging from \$65,000 to \$110,000. The yearly cost the Bend Elks currently spend to maintain the natural grass is over \$15,000, not including the water costs which has been averaging over \$19,000 and these cost continue to go up each year. After the initial life of the turf has ending, the cost to replace the artificial turf is approximately \$110,000. As shown in the chart below, the cost of installing and maintaining artificial turf proves to be positive financially before the 10-year life span expires. Then over the second 10 year period, the cost savings are drastically more. In addition to the cost savings, we anticipate additional revenue opportunities making the financial benefit of turf over grass even larger.



Turf verse Grass Cost Analysis - 20 Years				
		Turf		Grass
Initial Install		\$ 250,345		\$ 87,500
Annual maintenance	\$ 1,800		\$ 15,000	
First 10 years	10	\$ 18,000	\$ 10	\$ 150,000
Water cost	\$ 7,600		\$ 19,000	
Years	10	\$ 76,000	10	\$ 190,000
Total Cost first 10 years		\$ 344,345		\$ 427,500
Refresh (10 yrs turf, 15 yrs grass)		\$ 110,000		\$ 87,500
Annual maintenance	\$ 2,070		\$ 17,250	
Initial useful life (years)	10	\$ 20,700	\$ 10	\$ 172,500
Additional water cost	\$ 8,740		\$ 21,850	
Years	10	\$ 87,400	10	\$ 218,500
Total Cost first 10 years		\$ 218,100		\$ 478,500
Total Cost over 20 years		\$ 562,445		\$ 906,000
Expected Savings		\$ 343,555		

- For simplicity, the annual maintenance costs and additional water costs are held flat during each ten year period, even though we would expect them to escalate on an annual basis. We then increased both by 15% for the second 10 year period. The large refresh expense occurs every 10 years for Turf and 15 for grass.

End of lease

Having an artificial turf field in Bend would benefit not only the Bend Elks and Bend Parks and Recreation, but it would benefit the Central Oregon baseball and softball community as a whole.

Approximately every 10 years with turf or 15 years with grass, there is a significant refresh cost to prepare the field for the next period. In order to take full advantage of the turf and ensure the Parks department does not take over the stadium right at the point that this would need to occur, we propose a 15-year lease extension (2023 -2038). This way the Bend Elks would be responsible for the initial 10-year lifespan of the turf, as well as have done a re-install of artificial turf, putting it at most halfway through its lifespan once the lease comes up



again for renewal. If for some reason the lease is terminated in 2038, Bend Parks and Recreation is still left with an artificial turf field with at least a 5-year lifespan and all the financial benefits the turf provides (lower maintenance, drastically less water use, increased rental revenue, etc.).

All other terms and conditions of the current lease agreements would remain in place, including the requirement for the Bend Elks to continue regular maintenance and stadium enhancements to Vince Genna to provide a clean and safe environment for both players and fans. We will also continue to work with Bend Parks and Recreation and Central Oregon Coalition for Access to continue identifying opportunities to improve ADA access throughout the stadium.



PLANNING & DEVELOPMENT PROJECT UPDATES May 2022

COMMUNITY AND REGIONAL PARK PROJECTS



Alpenglow Community Park: Park construction is continuing through the spring of 2022. Most elements of the park are nearly constructed, but there are many details still to be completed. The restroom, event stage, and items such as signage and furnishings are in the process of being installed and getting finishing touches. Items like landscaping will be completed as weather allows and irrigation inspections have begun and corrections are being made. The COID bridge is in place and the trail connections are in use. The pedestrian bridge that will span the railroad from the park to the Hidden Hills neighborhood is on site, the crane plan has been approved, and the schedule was also recently approved with the bridge to be set in late April. The park is currently scheduled for a soft opening the week of June 19th, 2022.



Drake Park DRT & Bank Improvement Project: Staff is still working with three landowners to obtain the required right of way easements needed to construct the trail. Construction started on Phase 1 of the project the week of February 28th and the building permit for Phase 2 has been submitted. Currently, work on the trail section leading to the city parking lots is underway. Pending the outstanding easements, Phase 2 construction should follow Phase 1. Staff will be asking the CMGC for the GMP (guaranteed maximum price) this spring and will bring it to the board for approval, which will be the final construction piece for the project.



Big Sky Park Expansion: Construction on the Big Sky Park improvements has moved from clearing and grubbing to paving at the south end of the park. Roadways are being roughed in elsewhere and there will be another pave date in mid-May. The skills area and single-track areas of the bike park are also being roughed in and the built features and pump track elements are expected to be constructed in May. The bike park elements were in part funded through a grant from the Bend Sustainability Fund. Construction is expected to be complete in the summer of 2022.



Sawyer Park Entrance and Parking Lot Upgrades: The site survey is complete. Site investigation, including cultural and historic resources and the first round of public outreach are underway. The goal of the outreach is to learn more about how people access the park and the activities they enjoy there. This information will inform the conceptual design development.

NEIGHBORHOOD PARK PROJECTS



Little Fawn Park - (Project #155): Staff is working with the design team to develop the preferred conceptual park design based on the feedback received in the second round of outreach, the opportunities and constraints of the site, and the BPRD development standards for neighborhood parks. Once this preferred concept is complete, staff will update the public again for the third round of outreach this summer. This preferred conceptual park design will then be brought to the board for review and approval.



Fieldstone Park – Park Search Area 4: Now that the board has approved the developer agreement and park preferred design concept, staff is coordinating with Pahlisch on the design and construction of the park and trails, and conveyance of ownership to BPRD. The design of the park is complete and construction is anticipated to start this summer, with completion in the spring of 2023.



Northpointe Park: Work on this park is progressing on schedule. The majority of the site concrete is complete, landscaping and irrigation has started. The asphalt paving is complete. The anticipated soft opening date is set for the week of May 22, 2022. Staff was able to change some of the seeded turf for sod, the highest anticipated use areas will now be installed as sod, which will make getting the park ready to open much easier.



Hollygrape Park ADA Improvements: The contract for construction was awarded in March and the contract is in place. Work is anticipated to begin as soon as school is out and to be completed in early summer. The work includes replacing pathways and a plaza to meet accessibility requirements, converting one parking space to an ADA parking stall, as well as moving and reinstalling numerous site furnishings.

TRAIL PROJECTS



Central Oregon Historic Canal Trail Crossing Safety Improvements: BPRD is currently installing safety upgrades at the Blakely Road and Brosterhous Road crossings which includes new signage, pavement markings, and accessibility upgrades. Completion will occur when temperatures allow for pavement markings and crack sealing. Final ROW inspections are expected soon for the completion of the project. The district is working on a partnership with the City of Bend on the Ferguson Road crossing. The City has a planned sewer project that will impact the crossing area, and will be installing the improvements to the crossing on the north side of the road as part of that project. This leaves some minor work left on the south side of Ferguson Rd for BPRD to complete once the City's sewer work is done.



North Unit Canal Trail: In November, BPRD presented the project to the North Unit Irrigation District Board of Directors to seek approval to begin design work on Phase 1. North Unit has let the district know they will be supportive of the planned trail use along the ditch rider road. BPRD recently released an RFP to hire a design and permitting consultant for Phase 1 of the trail between Canal Row Park and Deschutes Market Road. Contract award is expected this May. Once design is underway, BPRD will issue another RFP to hire a right of way agent to help with the complex property transactions that are expected.

RIVER PROJECTS



Miller's McKay Columbia River Access Project: The MMC project has begun with the awarded design consultant, Environmental Science Associates (ESA). This first phase on the project kicked off with survey and data collection happening on site. This information will be used to help inform the development of conceptual designs at each location later this fall. Staff was also recently notified that the district had been awarded a grant for partial funding for phase one (data collection and conceptual design) of this project. The grant is provided by the Oregon State Marine Board Waterway Access Grant Program, investing 10-foot and longer nonmotorized boat permit fees paid by nonmotorized boaters for boating facility improvements.



Riverbend and Farewell Bend Parks River Access and Parking Analysis: This project is part of the implementation of the Deschutes River Access and Habitat Restoration Plan (Plan). Specifically, this project was prompted by Project 11 in the plan – The district shall complete a parking analysis for parking proximate to Farewell Bend and Riverbend parks to determine how best to adequately address parking needs for these parks. On April 1, the district released an RFP to bring on a consultant to support this analysis. The RFP specifies that this analysis will be broader than what is noted in the plan, and should include exploration of transportation demand management strategies to address park access, in addition to parking analysis. Proposals are due on April 22, and the district will have a consultant on board prior to the summer.



Riverbend South Access and Restoration Project: With full funding for construction secured, staff and UDWC have begun to coordinate on what will likely be a long permitting process, with the goal of breaking ground on this project in the fall of 2022.

OTHER PROJECTS AND FUTURE DEVELOPMENT



SDC Waivers for Affordable Housing: Park SDC waivers for 389 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 86 waivers are available through the end of 2022. Staff and legal counsel have completed the necessary deed restriction documents for eight of the developments, totaling 376 units. In addition, BPRD has approved SDC waivers for three temporary shelter projects, totaling 25 units.

currently in

PLANNING

DESIGN

PERMITTING

CONSTRUCTION

Park Search Area Planning: District planners regularly work with local developers or property owners selling large parcels of land to acquire property for new parks and trails in district Park Search Areas as defined by the 2018 Comprehensive Plan.

- **Parkside Place (The Ponds) Development – Park Search Area 14:** This development is located just east of the City of Bend (on Highway 20 east of 27th Street) and the majority of the 35.5-acre property is located outside of the Urban Growth Boundary (UGB). The project is being processed in accordance with HB 4079 – City of Bend Affordable Housing Pilot Program, which allows for some deviations from standard land use review process and requirements. Current project elements include approximately 350 residential units and a park approximately four-acres in size. The district has started preliminary discussions with the developer regarding a development agreement for the park.

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PLANNING

DESIGN

PERMITTING

CONSTRUCTION

Diversity, Equity and Inclusion (DEI) Initiative: Focus groups from the workgroup have been evaluating training opportunities for the coming year and prioritizing actions. This includes documenting current DEI efforts and planning opportunities to share updates and solicit feedback from staff.

Board Calendar 2022

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

May 17, 19, 20 Budget Committee Meetings

June 7

Staff Introductions:

Ted Taylor

Work Session

- ◆ DEI Update – *Bronwen Mastro (30 min)*
- ◆ Recreation Registration Update – *Matt Mercer (20 min)*
- ◆ Budget Committee Appointment Process
- ◆ Board Chair and Vice Chair Terms

Consent Agenda

- ◆ Approve Mat and Linen Services Contract

Business Session

- ◆ Adopt Resolution No. 2022-03 Adopting the 2023-2027 CIP – *Michelle Healy*
- ◆ Hold Public Hearing and Adopt Resolution No. 2022-04 – Adopting the Budget and Making Appropriations for Fiscal Year 2022-23, and Adopt Resolution No. 2022-05 - Imposing and Categorizing Taxes for Fiscal Year 2022-23 – *Kristin Donald (15 min)*
- ◆ Approve Executive Directors Evaluation –

June 21

Work Session

Business Session

- ◆ Adopt revised Easement Policy – *Brian Hudspeth (20 min)*
- ◆ Approve Park Event Rentals Policy – *Michael Egging and Becky Rexford (20 min)*

IGA with the City for Mirror Pond Silt Removal – *Don Horton (30 min)*

Park Services Report: Prescribed Fire – *(30 min)*

Park Services Report: Hardsurface Program – *Alan Adams and Jason Monaghan (15 min)*

Update on Bi-lingual Communications – *Julie Brown and Kathya Avila Choquez (20 min)*

Sustainability Plan

Website Update/Data Sharing

Special/Public event policy – *Matt Mercer and Michael Egging (30min)*

Award GMP for Drake Park DRT Project – *Brian Hudspeth*

NUCT ROW and Design Consult Contract Approval – *Henry Stroud (30 min)*

Updated easement policy

Budget Committee Selection Process

North Unit Canal Trail update – *Henry Stroud (20 min)*