



Bend Metro Park & Recreation District

March 21, 2023

# 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



**BUSINESS SESSION**

1. Approve Al Moody trail easement acquisition – *Henry Stroud (20 min)*
2. Millers, McKay and Columbia Parks project update and initial concept approval – *Ian Isaacson (40 min)*

**EXECUTIVE DIRECTOR’S REPORT**

**PROJECT REPORT**

**BOARD MEETINGS CALENDAR REVIEW**

**GOOD OF THE ORDER**

**ADJOURN**

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Accessible Meeting/Alternate Format Notification

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



**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	March 21, 2023
<b>SUBJECT:</b>	Communications and Marketing Update
<b>STAFF RESOURCE:</b>	Julie Brown, Communications and Community Relations Manager Colleen McNally, Marketing Manager
<b>PREVIOUS BOARD ACTION:</b>	None
<b>ACTION PROPOSED:</b>	None
<b>STRATEGIC PLAN:</b>	
<b>Pillar:</b>	Community Relationships
<b>Outcome:</b>	A community better informed about the district
<b>Strategy:</b>	Foster community trust in BPRD to use resources to best benefit the community.

**BACKGROUND**

The Community Relations Department creates community-wide identity, pride and value for the district and communicate about recreation programs, facilities, events and facility rentals. The department develops brand identity; communicates information and messaging internally and externally; markets district-wide programs, special events, rental facilities, projects and recreation opportunities. Additionally, the department coordinates a district-wide volunteer program and provides administration for the Bend Park and Recreation Foundation.

Every three to five years, a Community Relations & Marketing Plan is developed to guide campaigns and initiatives. The plan is built upon data collected from the district's registration program analytics, public perception surveys, analytic reports on web traffic and social media, Recreation Services Plan (Rec Needs Assessment), Comprehensive Plan, Strategic Plan, and unanticipated situations or needs to be addressed, etc.

This work session presentation will share information about the goals and objectives of the communications and marketing efforts and data for 2022 related to communications channels and campaigns.

**BUDGETARY IMPACT**

The Community Relations budget makes up 3% of the district budget.

**ATTACHMENT**

2022 year-end Community Relations report



## Community Relations 2022 in review February 2023

### Introduction

This year-end report aims to share a high-level overview of the 2022 communications and marketing activity as well as comparison to the past three years where available. The CR team added a new staff position at the end of 2022, but results of the team addition are not reflected in the calendar year data or work production.

### HR recruiting support

Community Relations and HR have continued working on a comprehensive campaign that includes website information, digital displays in facilities, signs, print and digital advertising, social media, email newsletters, media releases, news stories, outreach, events, videos and more.

- Shifting somewhat from 2021 recruiting efforts that mainly encouraged job seekers to visit the BPRD website, the 2022 recruiting campaign focused on driving potential employees to:
  - BPRD website
  - Hiring events
  - Third-party websites/resources including Indeed.com

BPRD Website Employment Section	Pageviews	% Increase from 2019	Unique pageviews	% Increase from 2019
2022	84,768	26%	70,560	33%
2021	124,915	85%	103,912	97%
2020	43,738	35% decrease	36,124	32% decrease
2019	67,360	-	52,855	-

- The campaign is driving considerable traffic to the website and job postings.
  - For 2022, there were 43,558 hits on the Current Jobs Opportunities webpage (compared to 31,359 in 2019, 18,868 in 2020 and 58,005 in 2021).
  - For the website employment section, overall growth of traffic from 2019 to 2022 was 26%.
- The Job Opportunities webpage was number 8 of the top 10 BPRD webpages overall for BPRD. This is important because when we ask job applicants where they learned about the opening, more than 1/3 answer “the BPRD website” and 23% said Indeed.
- Indeed’s role in the recruiting efforts is shown by 71,196 job view impressions, 3,662 clicks to specific positions and 303 applications.
- Hiring events were increased from four events in 2021 to five promoted events in 2022, garnering accepted job offers. Hiring events also featured focused position openings in particular departments including aquatics, summer recreation and afterschool childcare.

- Additionally, events were expanded to also include “Book/Request Your Interview” multi-day event campaigns that allowed job candidates to select an interview time. This process proved successful and two recreation work teams continued to keep it available beyond initial recruiting windows.
- The efforts continue to support this as a top priority for the district and the team plans for it to continue through 2023 and beyond.

## **Recreation program and facilities support**

2022 was a year of both renewal and challenge for supporting recreation programming at the district. Seasonal program registration was once again offered with Spring 2022, Summer 2022, Fall 2022 and Winter 2023 openings, but the openings presented difficulties both internally and externally.

As operations slowly returned to near pre-pandemic level, program demand increased and overwhelmed our registration system, resulting in registration website performance issues and poor customer experience. This situation came to a disappointing and public unfolding with bogged down/ crashed websites during summer registration in April and again with fall registration in August.

Comprised of the Recreation Business Services Manager, Marketing Manager, IT Specialist and Customer Service Supervisor, a work group tackled registration day issues first and coordinated staff and customer surveys and outreach, technology hardware and software upgrades, reduction of opening day demand with staggered registration days and the addition of a virtual waiting room. The Community Relations team supported the changes with patron, staff and media communications. With the improvements in place, Winter 2023 registration opening days in December featured stable websites and a positive customer experience.

To support each season’s registration opening, the Community Relations team used tried-and-true communication tools including websites, digital Playbooks, e-newsletters, social media, digital displays and media releases. The various efforts all had increased workload due to updating registration process and customer experience information.

<b>Registration support</b>	<b># of reg opening dates</b>	<b>Notes</b>
2022	3 single + 1 3-day	Went to staggered 3-day registration for Winter 2023 in December
2021	8	Resumed digital Playbook in March
2020	10	Bi-weekly programs opened for months
2019	3	Seasonal launches preferred as best practice

Recreation facilities and drop-in activities were on a path of renewal in 2022. Face coverings and other pandemic operational requirements were discontinued in March. Over the next nine months, all facilities saw an increase in activities and attendance. Communications and marketing support also increased as more information needed to be shared with new and returning patrons.

## Website

The website is the digital front door to the organization and it must be current, updated regularly and relied upon. Comparing 2021 to 2022: there was a 12% increase in overall pageviews and 19% increase in users.

- The total pageviews topped 2 million for the first time in 2022.
- There were more than 12,000 pageviews for the Alpenglow Community Park project webpage.
- The top 10 most visited webpages stayed consistent.
  - Playbook jumped into the top 10 to number 7.
  - Bend Whitewater Park moved from number 10 to number 9.

BPRD website	Pageviews	% Increase from 2019	Users	% Increase from 2019
2022	2.1 million	42%	673,875	87%
2021	1.85 million	25%	565,935	57%
2020	1.2 million	23% decrease	342,878	5% decrease
2019	1.48 million	-	360,157	•

For 2022, the top 10 most visited webpages were:

1. Homepage
2. Fitness/swim - Juniper
3. The Pavilion
4. Juniper Swim & Fitness Center
5. Fitness/swim Larkspur Center class schedule
6. Larkspur Community Center
7. Playbook
8. Current job openings
9. Bend Whitewater Park
10. Activities

## Email newsletters

Email newsletters, sent via a contracted service provider called iContact, enable frequent communication with current and past patrons. Newsletters include links, photos, a visually appealing design, and provide behind-the-scenes analytics about activity of the recipients. We know how many people open the email, what links are clicked, and who requests to unsubscribe. We support facilities, activities and all patron email newsletters regularly.

Email newsletters	Quantity	% Increase since 2019
2022	79	32%
2021	81	33%
2020	68	20%
2019	54	•

**Proactively improving equity:** In addition to sending out nearly 80 email newsletters to patrons in the last year, we also continue to prioritize translating and sending Spanish language newsletters to over 450+ BPRD households, who have designated a language preference.

We started with 3 Spanish language newsletters in 2019; increased to 13 Spanish language newsletters in 2020; and increased to 18 Spanish language newsletters in 2021. In 2022, we returned to 13 newsletters during normal operations after the pandemic-related communications eased.

We tailor audiences including:

- All-patrons – seasonally to 23,000+ patrons
- Fitness & swim – monthly to 21,700+ patrons
- Ages 60-plus – monthly to 9,500+ patrons
- Pavilion – quarterly to 4,700+ patrons
- Spanish-speaking patrons – regularly to 450+ patrons.

## Social media

BPRD manages 17 social media accounts that includes responsibility to post multiple times per week and respond to comments and questions hourly and daily. Combined, the social media accounts resulted in **5,256 posts and replies to questions in 2022**. That is an **average of 101 posts, direct messages and replies per week for the entire year**. This is a team effort and it represents a large time commitment to create content, monitor and respond to what has become an expectation from community members.

- **Main Bend Park and Recreation District accounts for social media:** In the past year, the reach of our main BPRD accounts on Instagram increased by 1,325 followers in 2022, and Facebook increased by 686 followers, a combined 8.5 percent increase over last year. Presently, there are 11,214 followers (BPRD FB), 6,138 followers (BPRD Instagram) and 7,074 followers (BPRD Twitter). Page visits for the main Facebook account was 20,405, an increase of 151 percent over the previous year. There were 9,105 Instagram profile visits, a 74.3 percent increase for the year. Our Facebook posts for our main account alone reached nearly 185,000 people and Instagram reached 44,000 in 2022.
- **Bend Senior Center/Larkspur Community Center social media:** Facebook and Instagram accounts are growing for Larkspur Community Center and work in partnership with the JSFC and Bend Senior Center accounts.
  - Bend Senior Center currently has over 1,000 Facebook followers in 2022 and continues to steadily, albeit slowly grow. Current followers are predominantly female, at 87 percent of our audience.
  - The Larkspur Facebook page, with 569 followers, reached 13,004 people over the past year and LCC Instagram, with 489 followers, reached 1,655 people. Like Bend Senior Center, Larkspur continues to slowly and steadily gain followers over time.
- **Juniper Swim & Fitness social media:** Juniper's Facebook account has over 6,000 followers and the Instagram account has nearly 1,200 followers. JSFC's Instagram's reach has grown substantially. In 2022, JSFC's Instagram account reached over 15,000 people – a 339 percent increase over the previous year. JSFC's Facebook reach has fallen in the past year, but still with substantial engagement at 116,216 views.
- **Spanish language social media:** The Spanish language Facebook account continues to grow and a new Spanish language Instagram account was just recently created. These accounts are a partnership between Community Relations and the Outreach teams. The Spanish Facebook page has garnered 481 followers and 69 Instagram followers. In 2022, the Spanish language Facebook page reached 14,866 people. There have been 75 Facebook video posts created by Kathya in Spanish and 296 timeline posts in 2022.

- **Bend Whitewater Park social media:** The Bend Whitewater Park reached over 93,000 people in 2022. Currently, there are 5,422 followers on the account. We created 69 timeline posts, 17 videos, and responded to 120 messages for the BWP Facebook page in 2022.
- The River Recreation Specialists help us with this account and have recommended we add an Instagram page for the BWP. We are in process of creating the Instagram account to reach a younger audience.
- **Art Station Facebook:** The Art Station audience has plateaued and is an example of an account that is taking resources and is not gaining traction to justify the effort. Currently, the Art Station has 307 followers and low engagement. We created 82 timeline posts and shared 132 photos for the art programs on this account in 2022.

#### **Posts with the most engagement from community members across accounts in 2022**

- 1) BPRD main Facebook account: The tragic loss at the Bend Whitewater Park.
- 2) Juniper Swim and Fitness Facebook: A photo of fitness instructor Alli J.
- 3) BPRD main Facebook account: Goats at Alpenglow Park.
- 4) BPRD Instagram: Announcing the opening of Alpenglow Park.
- 5) BPRD Facebook: Announcing new cross-country skiing at Skyline Park.
- 6) BPRD Facebook post about Alpenglow Park opening.
- 7) JSFC Facebook: A post about kindness and sharing a photo of Ann Story.

#### **Internal communications**

The Community Relations team is responsible for MyBPRD, which is an important resource for all employees. New employees are provided with login and passwords and email addresses are maintained and updated for a considerable number of employees who do not have a @bendparksandrec.org email address. By facilitating access to MyBPRD and sending bi-weekly email newsletters, this is truly the one piece of communication that is sent directly to all BPRD employees.

<b>MyBPRD.com</b>	<b>Open rate</b>	<b>% Increase from 2019</b>	<b>Govt Benchmark</b>	<b>Click rate</b>	<b>% Increase from 2019</b>	<b>Govt Benchmark</b>
2022 bi-weekly newsletters	46.8	116% increase	28.77	15.4	73%	3.99
2021 bi-weekly newsletters	27.9	29% increase		17.1	92% increase	
2019 bi-weekly newsletters	21.62	-		8.9	-	

*\* 2020 data not available.*

- There were more than 20,000 pageviews for MyBPRD.com in 2022. The most viewed items include the homepage, job listings, link to BPRD email, link to logowear store, link to forms, link to employee resources, benefits, policies, and employee profile stories.
- In addition to bi-weekly newsletters, we prepared and sent 8 single-topic special edition newsletters to communicate time-sensitive information directly from leadership.



- The **special editions had an even higher open rate average: 58.3** with the highest read topics being about salary adjustments, the Bend Whitewater Park tragedy, Paylocity rollout and COVID-19.
- In 2023, MyBPRD content and functionality will transition to Paylocity Community. This will be a collaboration between Community Relations and HR.

## Media relations

News releases are written and sent to Central Oregon-based print, radio and television media outlets. They are the basis of earned media stories, interview requests, and are an effective tool to reach the broadest community members.

News releases	Quantity	% Increase since 2019
2022	37	-
2021	44	16%
2020	40	7.5%
2019	37	-

In addition to news releases, the Community Relations team writes, edits and contributes feature columns for the Bend Bulletin Outdoor section that publishes on the second Friday of each month. Topics in 2022 included: Accessible parks, dogs in parks, Quail Park as a hidden gem, Pine Nursery Park as a favorite, art in parks, Alpenglow Park introduction, floating the river, slacklining in parks, roller skating, Tree Farm trails, etc.

Contributed columns	Quantity	% Increase since 2020
2022	12	57%
2021	12	57%
2020	7	-

## Other notable successes

- Alpenglow Park and Northpointe Park grand opening events.
- River recreation video assets created. Four new videos produced and shared.
- Surf wave safety campaign efforts.
- Facilitated return to pre-pandemic numbers of volunteers engaged in activities.
- High-quality, responsive production of digital in-facility displays, flyers, handouts, posters, signs and events support.
- Completed phase two interpretative panels project at Hollinshead Homestead in partnership with the Deschutes County Historical Society.
- Dasher board ad sales and sponsorship of youth and adult sport programs resulted in over \$40,000 in revenue directed as funding for needs based assistance.
- Foundation: Art in Public Places installation and expanded year-end donation campaign efforts.
- Food donation drives collected more than 4,000 lbs. – over 2 tons – of food collected in one weekend in December.

**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	March 21, 2023
<b>SUBJECT:</b>	Park Stewardship Division Update
<b>STAFF RESOURCE:</b>	Jeff Hagler, CPRP, Park Stewardship Manager Kim O'Hagan, Park Steward
<b>PREVIOUS BOARD ACTION:</b>	Approved security contract with Bend Patrol Services May 21, 2019
<b>ACTION PROPOSED:</b>	Information Only
<b>STRATEGIC PLAN:</b>	
<b>Pillar:</b>	Community Relationships
<b>Outcome:</b>	Exceptional customer and community experiences
<b>Strategy:</b>	Provide exceptional experiences during each facet of the customers interaction with the district

**BACKGROUND**

The purpose of this work session item is to provide the board an overview and an update on the Park Stewardship Division.

The Park Stewardship Division was created in 2014 and falls under the Park Services Department. Originally this program included a contract Bend police officer to provide 40 hours a week of park patrol. This contract was discontinued in 2015, due to some staffing challenges faced by the Police Department at the time. As an alternative, the district entered into contracts for private security with Bend Patrol Services (BPS) and Trident Professional Security Inc. to assist with enforcement and education in parks. The Bend Police Department and Deschutes County Sheriff's Office also continue to be a part of the enforcement and education efforts in parks. During the board meeting, staff will explain the approach to safety in parks, and how each group works together.

The Park Stewardship division consists of one fulltime manager, two fulltime park stewards, and two seasonal stewards (six months during the summer). The division also manages the two private security contracts, which provide one day officer on a variable schedule and two, night-time officers seven days a week on a year-round basis.

The district has recently issued a new request for proposals (RFP), which would consolidate the private security services into one contract. Staff anticipates bringing a new security contract award to the board for consideration in May 2023.

The primary goal of the Park Stewardship Division is to provide a positive presence in the district's parks and trails while addressing rule enforcement and providing information and outreach to park patrons. Since its inception the program stresses the importance of a positive enforcement style and supports steward staff with extensive training on techniques to provide education and gain

voluntary rule compliance rather than using a strictly punitive enforcement approach. Most recently, the team has completed extensive training in “Empathy Driven Enforcement” and “Trauma Informed Care” that helps guide the steward’s approach while working with patrons in the parks, facilities, and on trails.

As the district continues to grow and add facilities, the division will be challenged to meet the increasing and diverse needs of park patrons while still maintaining the current level and quality of service experienced by park users today.

**BUDGETARY IMPACT**

The park stewardship program including the private security contracts are funded with property tax funding, which is in the Park Services Department budget.

**STAFF RECOMMENDATION**

None

**MOTION**

None

**ATTACHMENTS**

None

February 21, 2023

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

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

Deb Schoen  
Nathan Hovekamp  
Donna Owens  
Jodie Barram

## Zavier Borja

Don Horton, Executive Director  
Michelle Healy, Deputy Executive Director  
Julie Brown, Manager of Communications and Community Relations  
Kristin Donald, Administrative Services Director  
Matt Mercer, Director of Recreation  
Sheila Reed, Assistant to the Executive Director  
Brian Hudspeth, Development Manager  
Ian Isaacson, Landscape Architect  
Justin Sweet, Administrative Analyst

## None

1. Perception Survey: *Rachel Colton and Michelle Healy, Michelle Neiss with DHM*

Ms. Colton explained that the perception survey is conducted every few years to gauge how the district is trending over time with the community. She said that survey is statistically valid and an open link was also included to hear from more of the community.

Ms. Neiss said the purpose of the research is to track awareness and perceptions of the district and determine priorities of Bend residents as they relate to district services. She explained the methodology and the general population statistically valid survey and open link survey that followed.

Ms. Neiss said the survey showed overall, area residents are positive about the quality of life in Bend. Since the last survey in 2019, the community has become less positive with 81% responding positively compared to 98% in 2019. Overall, the district did score well with the community, but the percentages have declined in the last three years. The survey showed the community sees parks, trails and services as a good value, almost 90% report familiarity with a high number that have visited a park or trail and more than half that have visited a

facility or participated in a recreational program. Other high scoring questions referenced the direction the district is heading, safety, maintenance and quality, inclusiveness and environmental stewardship.

Ms. Neiss reported on the survey findings in regards to policy and use. Most residents say the district is trustworthy, have just the right amount of trails and parks and said the amount of taxes paid is just right. The survey showed a fairly even split on the question to waive SDC fees for affordable housing and a strong opposition to allowing houseless residents to camp in parks.

The board commented that there is a lot of be happy about on the report and they were not surprised that the overall scores have dropped due to other stresses that people are facing in the community. It was suggested that adding a staff member to the outreach team could help to get more information out to the community. Staff will be working on an internal and external plan to share the results.

Executive Director Horton said the impacts of COVID were hard on the district. A lot of staff were laid off and the district has had to build back and train new people. He said there is still work to be done and he hopes to gain more through focus groups.

## 2. Recreation Quarterly Report – *Michael Egging*

Mr. Egging said the Recreational Quarterly Report is a new report that the board will receive with internal and external stakeholder data. The report includes a summary of facility visitation, program participation, capacity, scholarship use and financial status using charts and graphs. He reviewed some of the areas of the report. The report is attached to the minutes.

### **CONSENT AGENDA**

1. Minutes 1/17/2023
2. Lease Reassignment

***Director Owens made a motion to approve the consent agenda. Director Barram seconded. The motion was approved unanimously, 4-0.***

### **BUSINESS SESSION**

1. Approve City of Bend Riverfront IGA – *Henry Stroud and Brad Tower*

Mr. Stroud gave an overview of the Riverfront Street project. He said the project will be an extension and connector for the Deschutes River Trail.

He reviewed the background of the project, the existing conditions, intergovernmental agreements, and project funding. Project funding will come from the following:

- |   |                      |
|---|----------------------|
| • Total project costs (estimated)         | \$2.5 - 3 million    |
| • Existing funding                        |                      |
| – BPRD                                    | \$703,600 (SDC)      |
| – City of Bend                            | \$347,000 (Bend MPO) |
| • Potential funding                       |                      |
| – COB water department                    | \$500k               |
| – COB stormwater                          | \$200-250k           |
| – COB street Preservation & Accessibility | unknown              |
| – Grants                                  | unknown              |

Mr. Tower spoke about the next steps for the city:

- City to issue request for proposals for design consultant
  - Late March 2023: Issuance of RFP documents
  - Late April 2023: Deadline for proposal submission
  - Early May 2023: Notice of Intent to Award
  - Mid May 2023: Present to Council for approval
  - Early June 2023: Commencement of Contract / project kickoff
- Refine cost estimates based on design
- Secure additional funding
- Amend IGA

***Director Barram made a motion to authorize the Executive Director to finalize and execute the Intergovernmental Agreement for the Riverfront Street Improvements project with the city of Bend. Director Owens seconded. The motion was approved unanimously, 4-0.***

#### **EXECUTIVE DIRECTOR'S REPORT**

- Executive Director Horton said changes to the employee wellness program have been made to allow children of staff up to the age of 26 to use the facilities on their parent account.
- The district received a letter from a community member asking for removal of the pilings in Mirror Pond and sent the letter to the Bulletin. The newspaper wrote an article that referenced the historical value of the pilings. He said staff is working with State Historic Preservation Office (SHPO) to get permission to remove the pilings while the river is down.
- A letter in support of SB754 has been submitted in support of the bill to keep recreation immunity in tact for businesses and agencies.

#### **PROJECT REPORT**

#### **BOARD MEETINGS CALENDAR**

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

- Director Owens said she will miss the March 21 meeting.
- Director Barram said the SDAO board training was very helpful and a good experience.
- Director Hovekamp gave an update on the Mirror Pond Fish Passage Advisory Committee. He said the committee has a detailed discussion tool that will ultimately lead to a design recommendation, considerations include fish passage, dam safety and cost. A public meeting two weeks ago presented a few design options for comments and feedback. He asked for updates on the district's forest management and expressed concern about taking too many young trees and Junipers. Director Schoen suggested a more frequent report from park services. Director Barram shared that May is Wildfire month and would be appropriate to have a presentation on this subject.
- Director Schoen gave thanks and praise to Director Borja for his participation in a recent ORPA session.

**ADJOURN** 8:15 pm

♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦



Prepared by,

Sheila Reed  
Executive Assistant

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Deb Schoen, Chair

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Nathan Hovekamp, Vice-Chair

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Donna Owens

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Zavier Borja

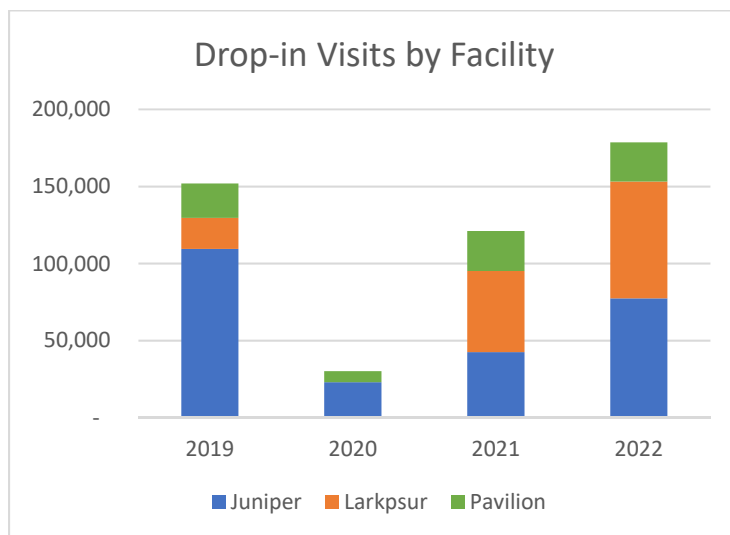
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Jodie Barram

## Recreation Seasonal Report – Fall 2022

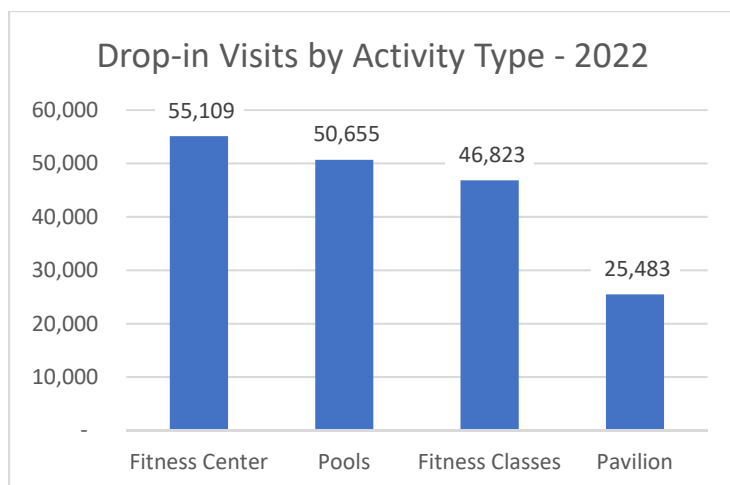
The Recreation Seasonal Reports are intended to provide a high-level summary of recreation services and performance over the prior seasons. The Fall Season Report and graphs cover programs and services offered from September through December 2022. Most graphs also show data for the three prior years for comparison purposes and to identify trends. Due to the impacts of the pandemic in both 2020 and 2021, we often look at 2019 as the baseline year. The one substantial change in level of service since 2019 is the opening of Larkspur Community Center in April 2021.

Overall, recreation rebounded strongly from the pandemic, with demand and participation matching or exceeding pre-pandemic levels in almost all program areas. In many areas, we have been able to expand capacity to meet some of this demand; however, many programs are filling quickly and have significant waiting lists. Lack of frontline staffing is the main reason for not meeting demand, although facility and coordination capacity is also limiting some areas.



This shows visits to drop-in activities at recreation facilities including passholders and single visit users. This does not show visits for district registered programs or competitive user groups.

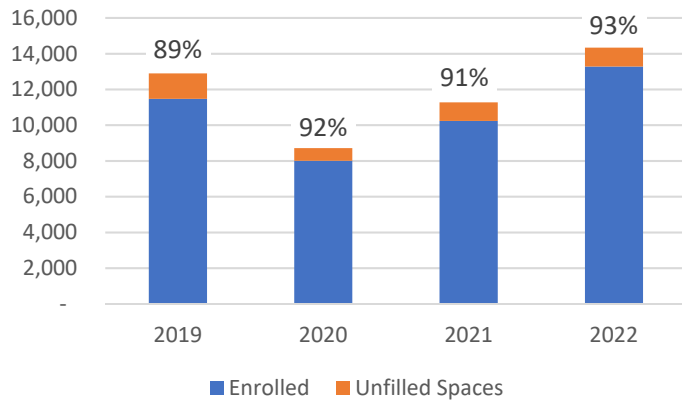
Visits over the fall season were 17% higher than 2019 due to the opening of Larkspur Community Center and rapid recovery from the pandemic. Juniper visitation is lower due as activities have been purposely spread between the two facilities. Less noticeable is that The Pavilion visitation grew by 14% over 2019 due to increases in roller activities.



This shows visits to drop-in activities for the Fall 2022 season by the primary visit purpose. Water exercise classes are shown under Fitness Classes and not pools. Many people do more than once activity in a single visit but are only counted once for their primary purpose.

There is considerably more balance between fitness center, fitness classes and pool activities (lap and recreation swim) with the addition of Larkspur with Fitness Center visits showing the highest growth over prior years.

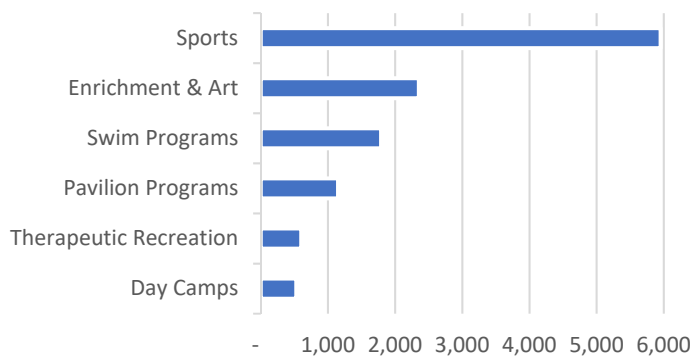
### Enrollment vs. Capacity



This shows total capacity, enrollments and % of capacity filled and in all registered recreation programs except Kids INC and some adult team sport leagues.

Overall capacity in recreation programs increased 11% over 2019 as we have tried to keep up with growing demand while enrollments are up 16% from pre-pandemic numbers. The 93% capacity filled is substantially higher than the industry benchmark of 80% demonstrating the very strong demand we are experiencing.

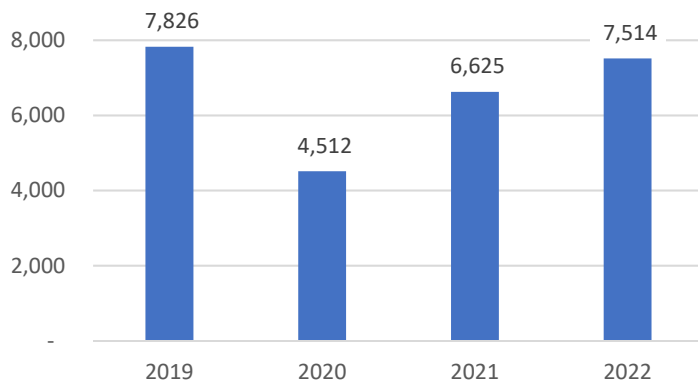
### Enrollments by Program Type - 2022



This shows enrollments for Fall 2022 season by our six major program areas.

Sports participation is usually the highest due to the large capacity of leagues. This is especially the case in the Fall season with soccer and flag football. Day camps are small during the school year as they only operate on some non-school days.

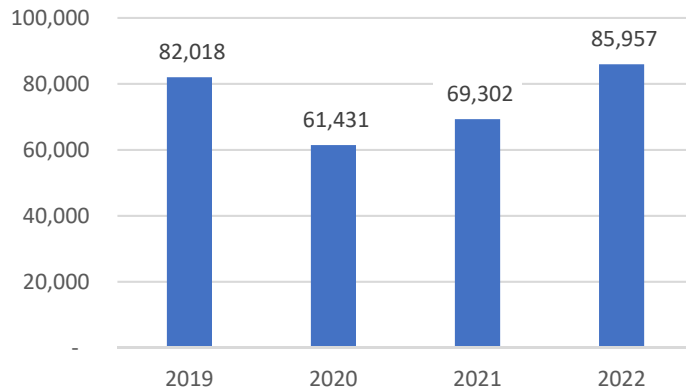
### Unique Individuals Served



This shows unique (non-duplicated) individuals served in recreation programs, again with the exception of Kids INC and some adult sport leagues.

The number of individuals served is 4% less than pre-pandemic 2019 even though overall enrollments are 16% higher as illustrated in the graph at the top of this page. This is the result of people registering for more activities in Fall 2022 (1.8 registrations per person) compared to 2019 (1.5 per person)

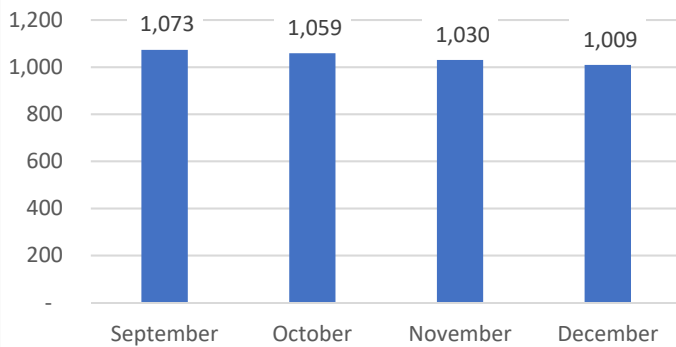
### Total Registration Program Visits



Program visits is the perhaps the best way of measuring service levels as it considers not only the number of enrollments, but the number of times programs meet. It also can provide a comparison to facility visits.

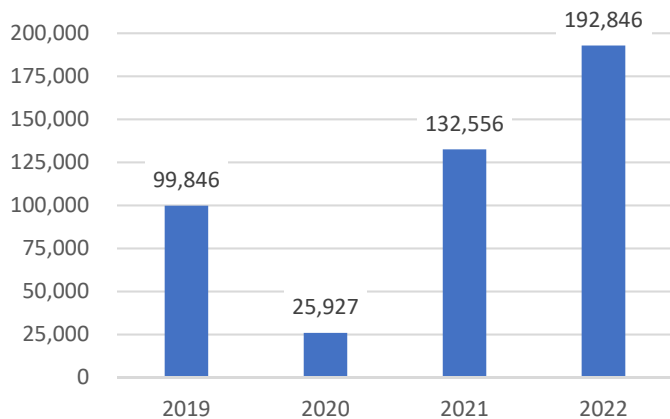
Program visits for the Fall season were 5% higher than 2019 compared to a 14% increase in registrations as we offered more shorter duration programs. The 86,000 program visits this Fall compares to 180,000 facility visits. Program visits do not include Kids INC.

### Kids INC Enrollment

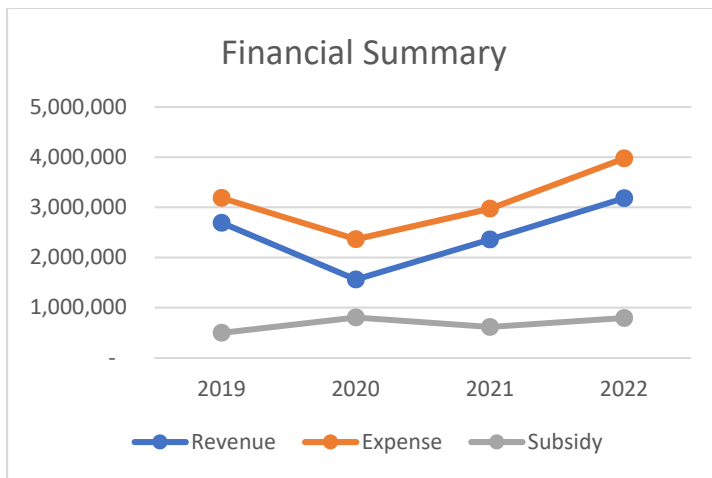


Kids INC provided care for 1,103 children over the first 4-months of the school year. The slight decrease in number enrolled each month is due to us choosing not to fill all spots vacated when families dropped. This was due to staffing shortages. We have been adding children to the program this winter as staffing levels have stabilized and we anticipate being at or above the original September numbers by February.

### Scholarship Use



Scholarship use continues to be dramatically higher than pre-pandemic levels and even last year's record levels. Scholarship use during the school year is heavily weighted by Kids INC due to the relatively high program cost compared to other programs and the higher percentage of participants qualifying for scholarship. Currently 15% of our Kids INC participants are receiving scholarship support.



Recreation Department revenue and expense reflect the higher participation and visitation numbers. The relatively flat subsidy demonstrates that revenue and expenses remain aligned at a similar cost recovery level. This is important to financial sustainability but also shows that we are providing more service with the same tax subsidy, including the additional scholarship use shown above.

## Fall Highlights

- **Pool Renovations:** In September, the JSFC 50-meter and activity pool underwent their first extensive maintenance since they opened in 2006. The pools received new floor membrane and markings, new grating for the bulkhead and tile and grout repairs. The project was completed one week ahead a schedule.
- **Fall Community Celebration:** The outreach team, supported by a variety of district staff and many community partner organizations, hosted an outreach-focused community event at Pine Nursery Park on October 7.
- **Winter Solstice at The Pavilion:** The Pavilion hosted its annual Winter Solstice Celebration on December 16. The event also served a food drive for NeighborImpact and featured a short show by Bend Ice Figure Skating Club. The event drew over 500 skaters plus many spectators.
- **Registration Improvements:** In December, we conducted our first registration using the technology and process improvements developed in response to past registration issues. The registration went smoothly with no known technical issues, and wait times were reduced to a maximum of 8 minutes. The district received numerous positive comments from community members about the changes and is continuing to improve and refine the registration experience.
- **Kids INC Staff Scholarship Program:** This fall, we launched the scholarship program for Kids INC staff and have had 19 students from COCC and OSU Cascades in total take part in the program with 15 currently employed and in school full-time. We plan to have as many as 24 scholarships available in the coming school year.
- **STEM Grant:** Sue Boettner and Shalee Hanks-Mink submitted a request on behalf of the District to the Oregon Department of Education for grant funding to support enhanced STEM programming in Kid INC. We have been awarded \$150,000 to use over the next two years. Most of this funding will go to purchasing materials and supplies for the curriculum, while some is allocated for staff training.

**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	March 21, 2023
<b>SUBJECT:</b>	Resolution No. 2023-02 Local Government Grant Program – Sawyer Park Asset Replacement
<b>STAFF RESOURCE:</b>	Rachel Colton, Park Planner Bronwen Mastro, Landscape Architect
<b>PREVIOUS BOARD ACTION:</b>	October 4, 2022 Approve Preferred Concept Design for Sawyer Park; October 4, 2022 Approve Resolution to Apply for Land and Water Conservation Fund Grant
<b>ACTION PROPOSED:</b>	Adopt Resolution No. 2023-02 authorizing a 2023 Local Government Grant Program Application for Sawyer Park
<b>STRATEGIC PLAN:</b>	
<b>Pillar:</b>	Operations and Management Practices
<b>Outcome:</b>	A balance between caring for existing infrastructure and new development
<b>Strategy:</b>	Ensure the district is maintaining its adopted level of service targets

**BACKGROUND**

Sawyer Park is a 58.35-acre community park in northwest Bend that stretches along both sides of the Deschutes River. Formerly an Oregon State Park, it was dedicated to the district in 1980. Much of the park needs repair as it has gone beyond normal maintenance. The existing paving is rutted and pot-holed, and the park's layout and spatial planning needs to be adjusted to meet current demand and safety concerns. The district's 2018 Comprehensive Plan, which is the guiding plan for the next ten years of parks and recreation in Bend, identifies a renovation project at Sawyer Park. This project is included in the district's 2023-27 Capital Improvement Plan (CIP) for implementation.

At the latter part of 2022, district staff completed two rounds of public outreach to inform the development of the preferred concept design for the park improvements. Feedback from the outreach process indicates that Sawyer Park is beloved for the natural character of the property. Nature related activities are what visitors most frequently come to do in the park, and it is of utmost priority to retain and enhance that environment. Some concerns were expressed regarding safety and visibility into the park. When asked if there were improvements beyond renovating the parking that would enhance visitor's experience in the park, permanent restrooms were by far the most frequent response. The other high-ranking improvements were related to accessibility, picnic facilities and signage. As a direct result of the outreach effort, permanent restrooms, expanded accessibility improvements and additional picnic facilities have been added to the project scope. The board approved the preferred concept for improvements at Sawyer Park on October 4, 2022.



The Local Government Grant Program (LGGP) funds site acquisition, and development and rehabilitation of outdoor recreation facilities. The district will be requesting LGGP monies to help fund the following improvements at Sawyer Park:

- Permanent restrooms
- Relocation of the parking lot closer to O.B. Riley Road
- Expansion of parking capacity
- Improved trail connectivity and circulation
- Improved accessibility
- Improved picnic facilities, including a picnic shelter
- Habitat restoration

### **BUDGETARY IMPACT**

The district's approved 2023-2027 Capital Improvement Plan (CIP) allocates \$1,100,000 for the Sawyer Park Asset Replacement project - \$850,000 in property tax funds and \$250,000 in a potential future grant money to support construction. The draft CIP for 2024-2028 proposes amending the project allocation for Sawyer Park to \$1,313,611 in property tax funds and \$1,299,163 in alternative funds.

In 2022, staff applied for a 1.286 million dollar grant from the Oregon Parks and Recreation Department (OPRD) Land and Water Conservation Fund (LWCF) grant. Staff will be presenting to the LWCF grant committee on March 23. District staff met with OPRD earlier this month, and they confirmed and encouraged the district to also apply for additional funding through the LGGP program. Given the cost of construction in today's market, and the need to consider and preserve the on-site cultural resources to the maximum extent practicable, staff anticipates project cost escalations as design progresses. The LGGP monies if received would help address anticipated cost escalations.

The LGGP grant requires a minimum match of 50 percent of the total project cost, which would be matched with district funds and LWCF monies, if awarded. The grant application deadline is April 1, 2023, and requires the submittal of a board resolution approving the application. Staff has prepared the attached draft Resolution No. 2023-02 for board review and approval.

### **STAFF RECOMMENDATION**

Staff recommends the board adopt Resolution No. 2023-02 supporting the 2023 Sawyer Park Asset Replacement Project Local Government Grant Program grant application.

### **MOTION**

***I move to adopt Resolution No. 2023-02 authorizing district staff to apply to the Oregon Parks and Recreation Department for a 2023 Local Government Grant Program grant in support of improvements at Sawyer Park.***

### **ATTACHMENT**

Resolution No. 2023-02

**BEND PARK AND RECREATION DISTRICT RESOLUTION NO. 2023-02**

**A RESOLUTION AUTHORIZING DISTRICT STAFF TO APPLY FOR THE 2023  
OREGON PARKS AND RECREATION DEPARTMENT LOCAL GOVERNMENT GRANT FUNDS**

**WHEREAS**, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and,

**WHEREAS**, the district desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation acquisitions, improvements and enhancements; and

**WHEREAS**, the Board of Directors has identified enhancements to Sawyer Park as a priority in the District's Five-Year Capital Improvement Plan (CIP) and 10-Year Comprehensive Plan; and

**WHEREAS**, the Sawyer Park Asset Replacement Project includes the relocation and expansion of the existing parking lot, improved circulation and connectivity for all modes of transportation, improved accessibility and ADA access, a new permanent restroom, enhanced and expanded trails and picnic facilities and new native vegetation; and

**WHEREAS**, Bend Park and Recreation District has available local matching funds to fulfill its share of the obligation related to this grant application should the grant funds be awarded; and

**WHEREAS**, Bend Park and Recreation District will provide adequate funding for on-going operations and maintenance of this park and recreation facility should the grant funds be awarded; and

**NOW, THEREFORE**, the Board of Directors hereby resolves that district staff is authorized to seek Local Government Grant funds to support enhancements in Sawyer Park.

**ADOPTED** by the Board of Directors of the District on this 21<sup>st</sup> day of March, 2023.

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Deb Schoen, Board Chair

Attest:

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Don P. Horton, Executive Director

**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	March 21, 2023
<b>SUBJECT:</b>	Trail Easement Acquisition for the Al Moody Connector Trail Project
<b>STAFF RESOURCE:</b>	Henry Stroud, Trail Planner
<b>PREVIOUS BOARD ACTION:</b>	None
<b>ACTION PROPOSED:</b>	Approve Purchase of Four Trail Easements
<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>	Ensure the district is maintaining its adopted level of service targets

**BACKGROUND**

The Al Moody trail connector is identified as a planned trail in the district's current comprehensive plan. It is an approximately 700-foot natural surface trail connection between Al Moody Park and Stover Park, which are both owned and operated by the district. The planned trail will cross four privately owned properties and the district is required to acquire a trail easement on each property to construct and maintain the trail (see Exhibit A). District staff have been working with the underlying property owners to determine the best trail alignment and the approximate area of each trail easement.

District staff commissioned Bratton Appraisal Group LLC to complete an appraisal report which was delivered to the district on January 30, 2023. The report assigned a current fair market value of \$6 per square foot for each of the four trail easements. The trail easements are perpetual and will remain in effect even if the property is sold or redeveloped.

**BUDGETARY IMPACT**

The estimated cost of all four easements is \$43,770 (this number may fluctuate some depending on the final size of the easements). The trail will be constructed by district staff except for approximately 120-feet of fencing along a portion of the trail. We anticipate spending less than \$10,000 in labor and materials to construct the trail once the easements are acquired.

Funding for this project will come out of the district's miscellaneous trails allocation included in the district's 2023 – 2027 Capital Improvement Plan (CIP). The current CIP includes \$40,000 in system development charge funding this fiscal year for miscellaneous trails projects. There is savings in this year's CIP budget overall (from other projects) to cover the additional costs for acquisition. An additional \$200,000 is also proposed for miscellaneous trail projects in the draft CIP starting next fiscal year (July 1, 2023) to cover the trail construction costs.

**STAFF RECOMMENDATION**

Staff recommends the board authorize the executive director to finalize negotiations and execute any necessary documents to complete the purchase of the four easements.

**MOTION**

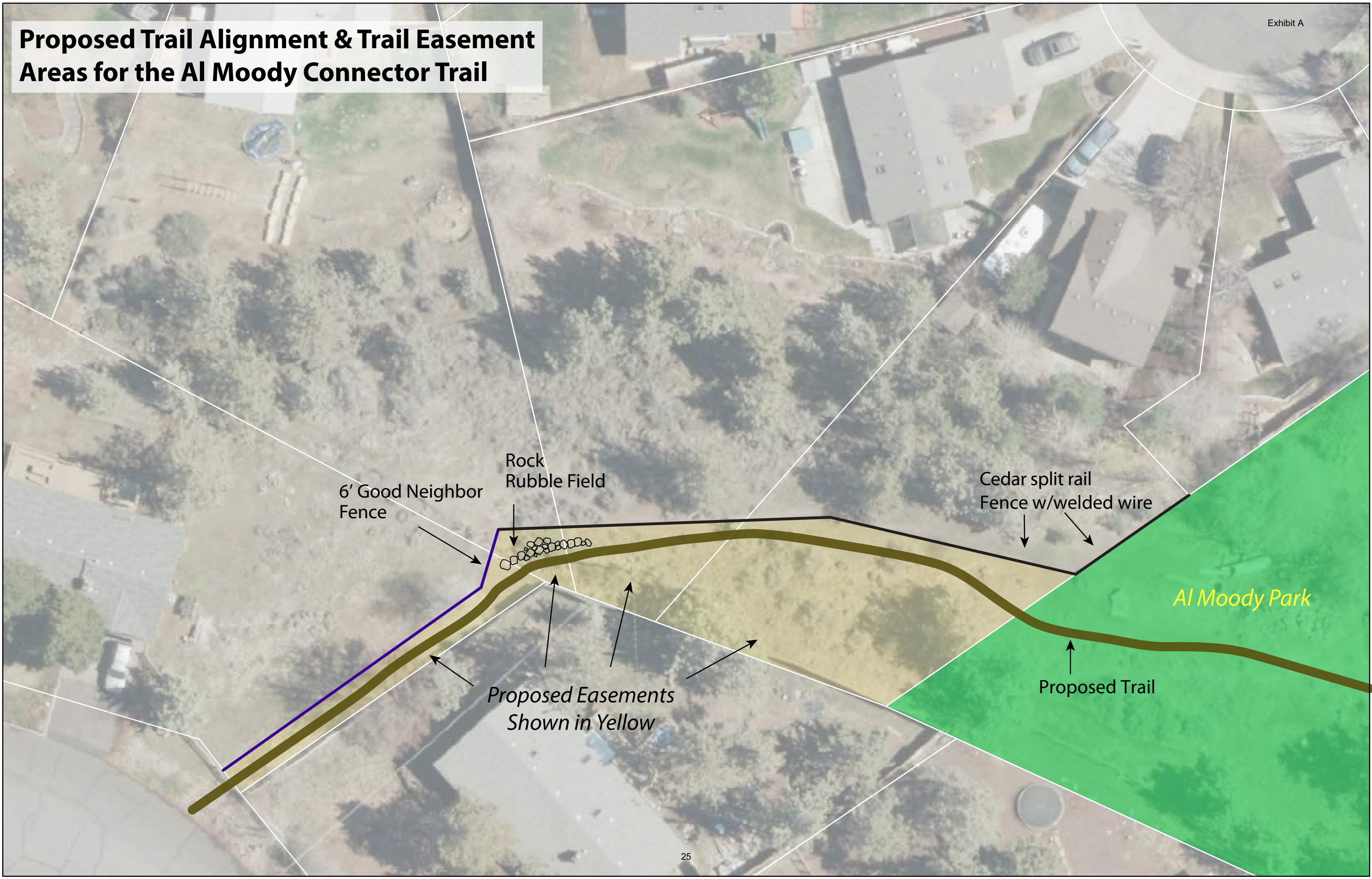
***I move to authorize the executive director to finalize negotiations and purchase four trail easements for the Al Moody Trail Connector Project.***

**ATTACHMENT**

Exhibit A – Proposed Trail Alignment and Easement Areas



# Proposed Trail Alignment & Trail Easement Areas for the Al Moody Connector Trail





**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	March 21, 2023
<b>SUBJECT:</b>	Approve staff recommendations of Preferred Concept direction for the McKay, Miller's Landing, and Columbia Parks River Access project
<b>STAFF RESOURCE:</b>	Ian Isaacson, Project Manager
<b>PREVIOUS BOARD ACTION:</b>	November 2, 2021 – Board adopted the Deschutes River Access & Habitat Restoration Plan January 17, 2023, Project Update January 17, 2023, Contract Amendment Approval
<b>ACTION PROPOSED:</b>	Approve staff recommendations for Preferred Concept direction at each project location
<b>STRATEGIC PLAN:</b>	
<b>Pillar:</b>	Operations and Maintenance
<b>Outcome:</b>	Be a local leader in environmental stewardship
<b>Strategy:</b>	Improve efforts to be responsible stewards of the natural environment

**BACKGROUND**

The Bend Park and Recreation District owns and manages park property that encompass eight miles of Bend's riverfront. This is nearly all of the public riverfront accessible in Bend. To best manage the increased recreational river use and improve the experience for all users at these parks, the district created the Deschutes River Access & Habitat Restoration Plan (River Plan). The development of the River Plan was both data and community driven and included over 4,700 touchpoints with the community including meetings, correspondence and survey participation. The plan recommends 28 access and habitat restoration projects. These projects include systemwide recommendations, as well as location specific projects at ten of the riverfront parks. Overall, the projects in the River Plan balance the need for enhanced river access and habitat improvement along the river corridor.

The first three projects identified in that plan that have begun a full development process are: McKay Park (project #20), Miller's Landing Park (project #21) and Columbia Park (project #22). These three projects, which include four river access points, have been combined into a single larger project for the purposes of design and public outreach, the McKay, Miller's Landing and Columbia Parks River Access project (MMC).

Staff, along with our consultant, developed two initial conceptual designs for each river access location, which were intended to provide the widest range of possible solutions. These designs, along with a description of existing conditions at each location, were shared with the community



beginning on January 17, 2023. Overarching project goals, which align with those set forth in the River Plan, include:

- Prioritize projects that balance habitat restoration and user access
- Improve and/or consolidate existing access points
- Engage diverse stakeholders to inform the designs

#### McKay Park

In 2015, McKay Park was redeveloped with the addition of the Bend Whitewater Park. The park's access points are heavily used for floating, paddling, surfing and wading/swimming, creating a large amount of congestion during peak use times. This congestion, along with other barriers, make it difficult for users with mobility challenges to access the river at this location.

The conceptual enhancements at this location focus on river access for users with mobility challenges and improved user circulation at the beach area. Slope conditions at the beach has caused erosion along the paved ADA route which presents a safety hazard for beach users. This erosion is also transporting sand into the river where it adds to the sediment loan. The proposed concepts help to reduce these issues. The project scope does not include improvements along the whitewater park.

Staff's recommendation at McKay Park is Concept 2. See Attachment B for concept.

#### Miller's Landing Park

Miller's Landing is across the river from McKay Park. It offers access to the river from a wooden plaza. This plaza has an opening to provide access to the river. The original intent of this opening was to provide boater access; however, this access is too difficult for most boaters to use and is not accessible for people with mobility challenges. A second, unimproved access point, is located downstream from the plaza. Its location is at the far edge of the park and has considerable erosion from overuse. Staff and the consulting team has developed concepts for both locations for the board to consider. Options for consideration is whether to construct one of the two access points or both.

The upstream access point, #1, is the primary access point at the wooden plaza. Enhancements at this river access point need to address the connection from the plaza into the river. There is an accessible route from the parking lot to the plaza, making this a preferred site for infrastructure upgrades which would better enable people with mobility challenges to recreate in the river independently and provide for easier access for boaters and boarders.

The downstream access point #2, located at the downstream edge of the park was left unimproved when the park was constructed in 2014 and has been unable to sustainably withstand the amount of daily use. This location provides access to an area of the Deschutes River that is unique in the downtown Bend area. The river here is calm, sand-bedded, and relatively shallow far out into the river, creating ideal conditions for wading. However, this location also presents challenges due to its proximity to homes. User conflict could exist that would cause impacts that should be carefully considered. The decision on this access point is whether to improve this location for river access or to restore the riverbank vegetation.

Staff's recommendation at Miller's Landing Park Access 1 is Concept 2. See Attachment B for concept.

Staff's recommendation at Miller's Landing Park Access 2 is to engage in further discussion with the Board to determine which option is preferred. See Attachment B for concepts.

### Columbia Park

Columbia Park has one designated river access point that was developed in 2011 as a launch point for small water craft. It may be accessed from a combination of paved and natural surface trails descending from the playground area, or from across the river via a pedestrian bridge. The access point has severely eroded and was temporarily closed starting in the summer of 2020 due to safety concerns and to prevent further erosion/damage. Opportunities exist to address the erosion, improve river habitat, and/or consolidate and enhance river access.

The riverbank along this neighborhood park is shaded much of the time, and provides a less crowded alternative to McKay and Miller's Landing Park. Due to limited street parking, narrow proximity to the trail, and relatively steep slope, this access point concept would best provide for wading, swimming, and hanging out by the river. This access point offers limited options for people with mobility challenges. Improvement considerations at this access point are also impacted by the illegal bridge jumping from the city owned Gilchrist Footbridge.

Similar to access point #2 at Miller's Landing, staff is asking the board to consider whether to improve the access point or to restore the riverbank habitat.

Staff's recommendation at Columbia Park is Concept 1. See Attachment B for concept.

### Outreach Process

Community input received from these initial concepts was collected via an online Geographic Information System (GIS) Story Map and survey, at in-person outreach events held in the Community Room at the District office, and through direct communications (emails, phone calls, and comment forms) submitted by community members to the district's Project Manager.

Feedback collected through this initial public outreach phase of the project produced 522 completed surveys, 1,268 individual written comments, 18 emails, approximately 50 comments from the district's social media platforms, and approximately 40 individuals showing up to the in-person open houses on February 1, 2023.

With the completion of this phase of the project, staff is now providing recommendations and seeking guidance from the board in order to move forward onto the next steps of this project, which includes grant applications, preferred conceptual design development, and permitting coordination.

Staff recommendations for each location are based on an extensive analysis of the following criteria:

- [Bend Park & Recreation District Comprehensive Plan](#)
- [Deschutes River Access & Habitat Restoration Plan](#)

- [McKay, Miller's Landing, and Columbia Parks River Access Study](#)
- [Site Data Collected](#)
  - Topographic survey
  - River profiles
  - Reference photos
- [Public Input](#)
  - Outreach survey results
  - Email comments
  - Media and social media comments
  - Advisory group comments
- [Initial Concept Comparison Chart](#) (Attachment A)
  - Park classification
  - Associated amenities and operations
  - Accessibility
  - River dynamics
  - Zoning and combining overlays
  - Adjacency to residential units
  - Cost estimates

(\*Detailed project information can be found at <https://www.bendparksandrec.org/project/mmc/>, please click on the documents and plans tab.)

The selected initial concepts will be refined into a preferred concept for each site. Upon completion of the development of the preferred conceptual designs, staff will return to the board for final approval.

### **BUDGETARY IMPACT**

The current funding allocation for the McKay, Miller's Landing, and Columbia Parks River Access Project in the 2023-2027 Capital Improvement Plan is \$492,168 in property tax revenue and alternative funding sources. The current board approved design services budget is \$223,000 (including contingency) of which \$51,127 is funded via a grant from the Oregon State Marine Board and \$90,000 is from a grant from the Bend Metropolitan Planning Organization.

### **STAFF RECOMMENDATION**

Staff recommends that the district continue moving forward toward a preferred conceptual design at the following project locations consistent with the level of development presented in Concept #2 at McKay Park, Concept #2 at Miller's Landing Park – Access Point #1, and Concept #1 at Columbia Park. Staff also recommends that the board discuss the pros and cons of each concept at Miller's Landing Park – Access Point #2, and provide staff a direction forward towards a preferred concept.

### **MOTION**

***I move to approve the staff recommendations for the development of preferred conceptual designs at McKay Park, Miller's Landing Park – Access Point #1, and Columbia Park, and to direct staff to move forward with a preferred concept aligning with the board approved direction at Miller's Landing Park – Access Point #2.***

**ATTACHMENTS**

Attachment A: Initial Concept Comparison Chart

Attachment B: Concepts

### Initial Concept Comparison Chart

**Criteria:**

- Park Classification
- Associated Amenities and Operations
- Accessibility
- River Dynamics
- Zoning and Combining Overlays
- Adjacency to Residential Units
- Cost Estimates

	McKay Concept #1	McKay Concept #2	Millers Access #1 Concept #1	Millers Access #1 Concept #2	Millers Access #2 Concept #1	Millers Access #2 Concept #2	Columbia Concept #1	Columbia Concept #2
<b><u>Park Classification</u></b>								
What is the classification of the Park in which the concept resides?	Community	Community	Community	Community	Community	Community	Neighborhood	Neighborhood
<b><u>Associated Amenities and Operations</u></b>								
What amenities exist in the park that would support the concept? At what rate are amenities maintained during peak use?	<ul style="list-style-type: none"> <li>• Off site parking</li> <li>• Off site ADA parking</li> <li>• 4 accessible Flush restrooms serviced once every day, twice when staff resources are available. Thoroughly in the morning, and a touchup in the afternoon.</li> <li>• Accessible path (max slope &lt;5%)</li> <li>• Trash is collected every day. On the weekends we try and collect twice</li> </ul>	<ul style="list-style-type: none"> <li>• Off site parking</li> <li>• Off site ADA parking</li> <li>• 4 accessible Flush restrooms serviced once every day, twice when staff resources are available. Thoroughly in the morning, and a touchup in the afternoon.</li> <li>• Accessible path (max slope &lt;5%)</li> <li>• Trash is collected every day. On the weekends we try and collect twice</li> </ul>	<ul style="list-style-type: none"> <li>• On site and off site parking</li> <li>• On site ADA parking</li> <li>• 2 accessible Flush restrooms serviced once every day, twice when staff resources are available. Thoroughly in the morning, and a touchup in the afternoon.</li> <li>• Accessible path (max slope &lt;5%)</li> <li>• Trash is collected every day. Sometimes twice a</li> </ul>	<ul style="list-style-type: none"> <li>• On site and off site parking</li> <li>• On site ADA parking</li> <li>• 2 accessible Flush restrooms serviced once every day, twice when staff resources are available. Thoroughly in the morning, and a touchup in the afternoon.</li> <li>• Accessible path (max slope &lt;5%)</li> <li>• Trash is collected every day. Sometimes twice a</li> </ul>	<ul style="list-style-type: none"> <li>• On site and off site parking</li> <li>• On site ADA parking</li> <li>• 2 accessible Flush restrooms serviced once every day, twice when staff resources are available. Thoroughly in the morning, and a touchup in the afternoon.</li> <li>• Accessible path (max slope &lt;5%)</li> <li>• Trash is collected every day. Sometimes twice a</li> </ul>	<ul style="list-style-type: none"> <li>• On site and off site parking</li> <li>• On site ADA parking</li> <li>• 2 accessible Flush restrooms serviced once every day, twice when staff resources are available. Thoroughly in the morning, and a touchup in the afternoon.</li> <li>• Accessible path (max slope &lt;5%)</li> <li>• Trash is collected every day. Sometimes twice a</li> </ul>	<ul style="list-style-type: none"> <li>• Off site parking</li> <li>• Off site ADA parking</li> <li>• Portable restrooms (One ADA &amp; one Standard (ADA stays year round)) that are serviced twice a week year round.</li> <li>• Accessible path (max slope 8%)</li> <li>• Trash cans and litter is tended to daily April-October and 2-3 times through the winter months.</li> </ul>	<ul style="list-style-type: none"> <li>• Off site parking</li> <li>• Off site ADA parking</li> <li>• Portable restrooms (One ADA &amp; one Standard (ADA stays year round)) that are serviced twice a week year round.</li> <li>• Accessible path (max slope 8%)</li> <li>• Trash cans and litter is tended to daily April-October and 2-3 times through the winter months.</li> </ul>

	<p>per day. Sometimes, additional staff resources are available help out with trash as well. The facilities crew built a bin for all of the popped float tubes that people stack up at the beach area. We collect those every day as well.</p> <ul style="list-style-type: none"> <li>Mowing and landscape maintenance is done once a week. We currently have it on schedule for Thursdays.</li> </ul>	<p>per day. Sometimes, additional staff resources are available help out with trash as well. The facilities crew built a bin for all of the popped float tubes that people stack up at the beach area. We collect those every day as well.</p> <ul style="list-style-type: none"> <li>Mowing and landscape maintenance is done once a week. We currently have it on schedule for Thursdays.</li> </ul>	<p>day because of the reservable shelter. The shelter is reserved almost every day during the summer.</p> <ul style="list-style-type: none"> <li>Mowing and landscape maintenance is done once a week. It is currently scheduled for Fridays.</li> </ul>	<p>day because of the reservable shelter. The shelter is reserved almost every day during the summer.</p> <ul style="list-style-type: none"> <li>Mowing and landscape maintenance is done once a week. It is currently scheduled for Fridays.</li> </ul>	<p>day because of the reservable shelter. The shelter is reserved almost every day during the summer.</p> <ul style="list-style-type: none"> <li>Mowing and landscape maintenance is done once a week. It is currently scheduled for Fridays.</li> </ul>	<p>day because of the reservable shelter. The shelter is reserved almost every day during the summer.</p> <ul style="list-style-type: none"> <li>Mowing and landscape maintenance is done once a week. It is currently scheduled for Fridays.</li> </ul>	<ul style="list-style-type: none"> <li>Mowed Friday mornings April-October.</li> </ul>	<ul style="list-style-type: none"> <li>Mowed Friday mornings April-October.</li> </ul>
<b><u>Accessibility</u></b>								
What is the distance and elevation change from the ADA parking to the ordinary high-water mark at each location?	<ul style="list-style-type: none"> <li>200 LF</li> <li>7' elevation change</li> </ul>	<ul style="list-style-type: none"> <li>200 LF</li> <li>7' elevation change</li> </ul>	<ul style="list-style-type: none"> <li>345 LF</li> <li>6' elevation change</li> </ul>	<ul style="list-style-type: none"> <li>345 LF</li> <li>6' elevation change</li> </ul>	<ul style="list-style-type: none"> <li>545 LF</li> <li>5' elevation change</li> </ul>	<ul style="list-style-type: none"> <li>545 LF</li> <li>5' elevation change</li> </ul>	<ul style="list-style-type: none"> <li>650 LF</li> <li>21' elevation change</li> </ul>	<ul style="list-style-type: none"> <li>650 LF</li> <li>21' elevation change</li> </ul>
<b><u>River Dynamics</u></b>								
What is the existing bank material: soil, vegetation, riprap, seawall, etc.?	Sand, rock, concrete	Sand, rock, concrete	Rock, vegetation and boardwalk	Rock, vegetation and boardwalk	Rock and soil	Rock and soil	Rock, soil, and vegetation	Rock, soil, and vegetation
What is the river width at the location of the concept? OHW to OHW	260 ft	260 ft	200 ft	200 ft	220 ft	220 ft	130 ft	130 ft
What is the river's profile at this location?	See engineers survey of existing conditions	See engineers survey of existing conditions	See engineers survey of existing conditions	See engineers survey of existing conditions	See engineers survey of existing conditions	See engineers survey of existing conditions	See engineers survey of existing conditions	See engineers survey of existing conditions
Does the concept raise or alter the floodplain?	No	No	No	No	No	No	No	No
Is the concept located in Endangered Species Act (ESA) Critical Habitat?	No	No	No	No	No	No	No	No

<b><u>Zoning and Combining Overlays</u></b>								
What City zoning is the concept located within?	Mixed-Use Riverfront (MR)	Mixed-Use Riverfront (MR)	Medium Density Residential (RM)	Medium Density Residential (RM)	Medium Density Residential (RM)	Medium Density Residential (RM)	PUBLIC FACILITY (PF)	PUBLIC FACILITY (PF)
Special planned districts the concept falls within?	<ul style="list-style-type: none"><li>• Waterway Overlay Zone</li><li>• River Design Review</li><li>• Floodplain Combining Zone</li><li>• Riparian Corridor 40</li></ul>	<ul style="list-style-type: none"><li>• Waterway Overlay Zone</li><li>• River Design Review</li><li>• Floodplain Combining Zone</li><li>• Riparian Corridor 40</li></ul>	<ul style="list-style-type: none"><li>• Waterway Overlay Zone</li><li>• River Design Review</li><li>• Floodplain Combining Zone</li><li>• Riparian Corridor 40</li></ul>	<ul style="list-style-type: none"><li>• Waterway Overlay Zone</li><li>• River Design Review</li><li>• Floodplain Combining Zone</li><li>• Riparian Corridor 40</li></ul>	<ul style="list-style-type: none"><li>• Waterway Overlay Zone</li><li>• River Design Review</li><li>• Floodplain Combining Zone</li><li>• Riparian Corridor 40</li></ul>	<ul style="list-style-type: none"><li>• Waterway Overlay Zone</li><li>• River Design Review</li><li>• Floodplain Combining Zone</li><li>• Riparian Corridor 40</li></ul>	<ul style="list-style-type: none"><li>• Waterway Overlay Zone</li><li>• River Design Review</li><li>• Floodplain Combining Zone</li><li>• Riparian Corridor 40</li></ul>	<ul style="list-style-type: none"><li>• Waterway Overlay Zone</li><li>• River Design Review</li><li>• Floodplain Combining Zone</li><li>• Riparian Corridor 40</li></ul>
<b><u>Adjacency to Residential Units</u></b>								
Number of residential structures within 100 yards of concept?	0	0	7	7	12	12	14	14
<b><u>Cost Estimates</u></b>								
Concept estimated costs (planning level cost estimate with a range of actual construction costs of +30% to -20%)	\$161,525	\$345,100	\$268,100	\$420,728	\$89,460	\$176,260	\$216,930	\$383,656



# McKay Park - Existing Conditions









# McKay Park - Concept #2






# McKay Park - Concept #2





# Miller's Landing Park - Existing Conditions



Access Point #1

Access Point #2



# Miller's Landing Park - Access Point #1 - Concept #2



New Trees

Replace Existing  
Sand with Lawn

New Concrete  
Bench

New Steps

New Grouted  
Boulder Terracing

New Accessible  
Roller Kayak Launch

New Shade Structure





Miller's Landing Park - Access Point #1 - Concept #2



# Miller's Landing Park - Access Point #1 - Concept #2



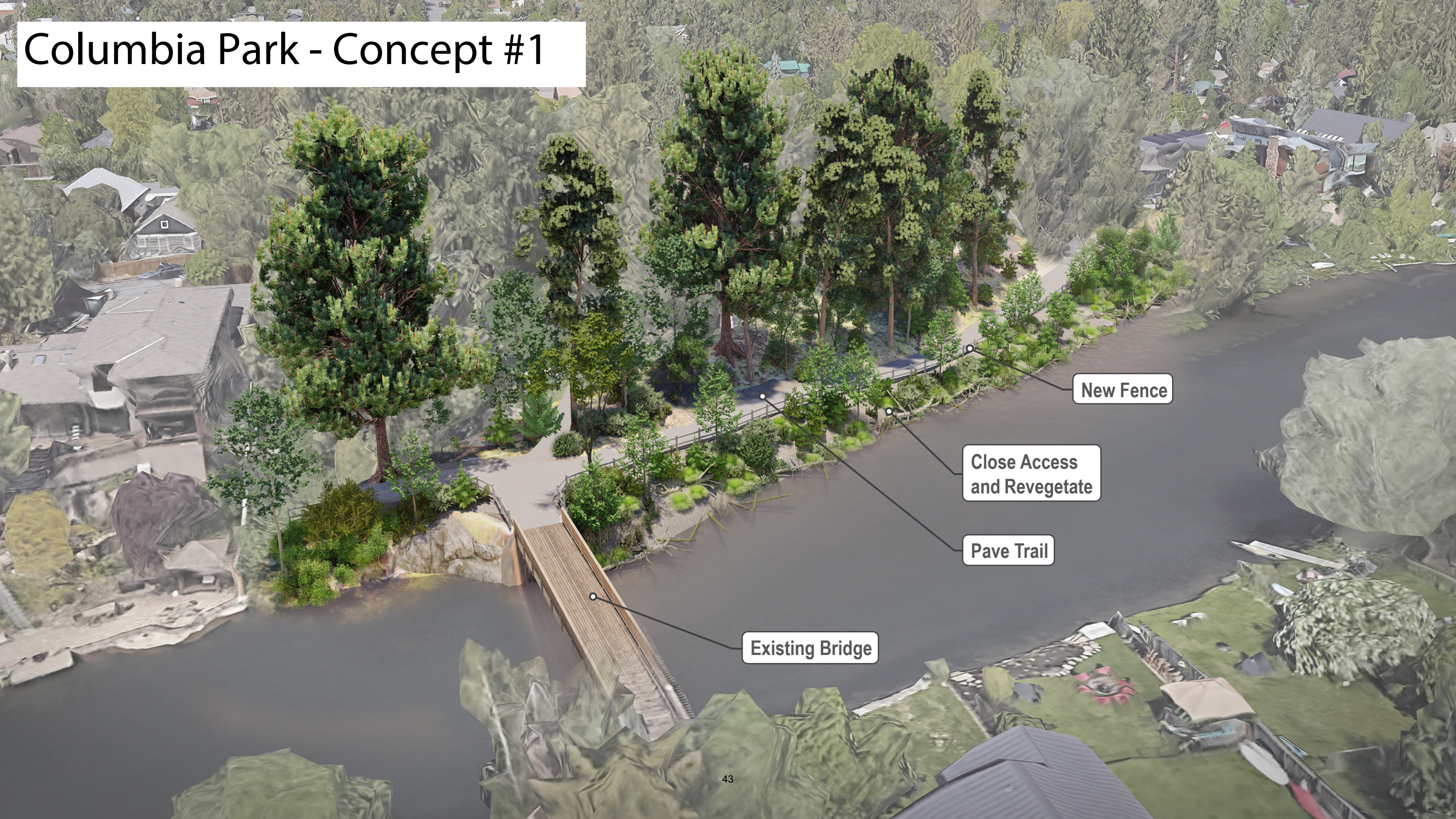


# Columbia Park - Existing Conditions





# Columbia Park - Concept #1



New Fence

Close Access  
and Revegetate

Pave Trail

Existing Bridge





# Columbia Park - Concept #1



# Miller's Landing Park - Access Point #2 - Concept #1



New Fence

Close Access  
and Revegetate



# Miller's Landing Park - Access Point #2 - Concept #1





# Miller's Landing Park - Access Point #2 - Concept #2



New Concrete Path

New Transfer Station

New Grouted Boulder Terracing

New Stairs

New Concrete Landing



# Miller's Landing Park - Access Point #2 - Concept #2





## Board Calendar 2022-2023

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

### **April 4**

#### **Staff Introductions**

Matt Roberts

Joe White

Josh Gibbs

Kristin Cunningham

Jenna Mattox

#### **Work Session**

- ◆ Registration Update – *Michael Egging (10 min)*
- ◆ Volunteer Update – *Kim Johnson (15 min)*

#### **Business Session**

- ◆ Approve Needs Based Assistance Plan for Fiscal Year 23-24 – *Matt Mercer (30 min)*
- ◆ Approve design consultant contract Pine Nursery Phase 5 – *Bronwen Mastro (15 min)*
- ◆ Hiatus Housing Project MUPTE Application Review: *Michelle Healy and Rachel Colton (30 min)*

### **April 12 Budget Tour**

### **April 18 Canceled**

### **May 2**

#### **Executive Session**

#### **Work Session**

- ◆ Business Use in Parks – *Matt Mercer and Michael Egging (30 min)*
- ◆ Park Services Overview – *Sasha Sulia (15 min)*
- ◆ Park Services: Natural Resources Vegetation Management – *Sasha Sulia (30 min)*

#### **Business Session**

- ◆ Approve Private Security Contract – *Jeff Hagler and Justin Sweet (20 min)*
- ◆ Adopt Resolution No. XXX – Adopting a Revised Fee Schedule for System Development Charges, effective July 1, 2023 – *Kristin Donald (15 min)*

### **May 23 and 25 Budget Committee Meetings**

### **June 6**

#### **Executive Session**

#### **Work Session**

- ◆ Juneteenth Proclamation
- ◆ Worrell Wayside Park – *Don Horton (15 min)*

#### **Business Session**

- ◆ Adopt Resolution No. XXX Adopting the 2024-2028 CIP – *Michelle Healy*

- ◆ Hold Public Hearing and Adopt Resolution No. XXX – Adopting the Budget and Making Appropriations for Fiscal Year 2023-24, and Adopt Resolution No. XXX - Imposing and Categorizing Taxes for Fiscal Year 2023-24 – *Kristin Donald*

**June 21**

Work Session

Business Session

City of Bend presentation of parking districts (Tobias Marx) – *Sara Anselment*

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)*

Website Update/Data Sharing

IGA with NUID for canal trail – *Henry Stroud*

Approve SE Neighborhood Park Development Agreement – *Henry Stroud (20 min)*

COID Property overview

Approval of Fish Passage Concept Plan – *Don Horton*