



Bend Metro Park & Recreation District

September 5, 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



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

**4:00 pm EXECUTIVE SESSION**

**5:30 pm CONVENE MEETING**

1. Minutes: 7/18/2023

**BUSINESS SESSION**

1. Approve Preferred Concepts and Implementation Prioritization for MMC Project – *Ian Isaacson*  
(60 min)

**EXECUTIVE DIRECTOR’S REPORT**

**REPORTS** – Project and Seasonal Recreation Reports in Board Packet

**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.

<b>BOARD AGENDA COMMUNICATION</b>
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<b>AGENDA DATE:</b>	September 5, 2023
<b>SUBJECT:</b>	Mid-term Update to the 2018 Comprehensive Plan
<b>STAFF RESOURCE:</b>	Sara Anselment, Park Planner Michelle Healy, Deputy Executive Director
<b>PREVIOUS BOARD ACTION:</b>	Adopted Comprehensive Plan July 17, 2018
<b>ACTION PROPOSED:</b>	None
<b>STRATEGIC PLAN:</b>	
<b>Pillar:</b>	Operations & Management Practices
<b>Outcome:</b>	A balance between caring for existing infrastructure and new development
<b>Strategy:</b>	Ensure the district is maintaining its adopted level of service targets

**BACKGROUND**

Bend Park and Recreation District is guided by its 2018 Comprehensive Plan. The plan is a tool used by park planners and the board of directors to plan for growth in park, trail, facility and recreation demands for the next 10 years. Typically, park comprehensive plans have a 10 to 20-year life with periodic updates occurring every five to ten years. In fast growing communities, where trends and needs emerge at a faster-than-usual pace, both plan updates and plan re-writes occur more frequently to stay current and reflective of the community's needs. The plan is a living document that requires a mid-term update to maintain its alignment with community values and priorities.

The scope of this update is limited, and will primarily serve as an evaluative "check-in." The process will begin with a community needs assessment survey to evaluate the community's priorities and benchmark those against the 2018 plan. The update will also assess the progress of priority projects identified in the 2018 plan, update park search area maps and facilitate reprioritization of projects to remain responsive to community needs. Staff anticipates that the update will be complete around summer 2024, and will provide the board with regular updates, as well as opportunities to review methodologies and proposed changes.

The tentative project schedule and topics for board presentations are:

<b>Topic</b>	<b>Approximate Meeting Date</b>
Project Update and Overview	9/5/2023
Core Area Park Planning Presentation	10/3/2023
Unmet Needs Methodology Explanation	12/5/2023
Needs Assessment Survey Results to Board	12/19/2023
Review Project Priority Evaluation Criteria	1/2/2024
Level of Service Update	2/6/2024

Review Project Prioritization Results and Unmet Needs Evaluation	2/20/2024
Park Search Areas, Trails and Crossing Update	3/19/2024
Review Draft Recommendations	Summer 2024
Approval of Mid Term Update	Summer 2024
SDC project list Update and Approval	Summer 2024

Following the approval of the mid-term comp plan update, the district will update the accompanying system development (SDC) fund project list. A full update and re-write of the district's entire comprehensive plan is anticipated in 2028.

#### **BUDGETARY IMPACT**

Funding for the update to the comprehensive plan and SDC list is included in the Planning and Development Department's 2023-2024 budget. A portion of the costs are also covered by system development charges.

#### **STAFF RECOMMENDATION**

None, for informational purposes only.

#### **MOTION**

None, for discussion only.

#### **ATTACHMENT**

None



<b>BOARD AGENDA COMMUNICATION</b>
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<b>AGENDA DATE:</b>	September 5, 2023
<b>SUBJECT:</b>	City of Bend Multiple Unit Property Tax Exemption (MUPTE) Program
<b>STAFF RESOURCES:</b>	Rachel Colton, Park Planner Michelle Healy, Deputy Executive Director
<b>PREVIOUS BOARD ACTION:</b>	March 5, 2022 Property Tax Exemption Overview; April 5, 2022 Property Tax Exemption Program Follow-up; April 4, 2023 445 NE Penn Avenue MUPTE Application
<b>ACTION PROPOSED:</b>	None
<b>STRATEGIC PLAN:</b>	
<b>Pillar:</b>	Operations and Management Practices
<b>Outcome:</b>	Financial well-being supported by strong business practices
<b>Strategy:</b>	Plan for long-term financial health

**BACKGROUND**

In August of 2022, the Bend City Council adopted a MUPTE program to support development and redevelopment goals in Bend's core and transit-oriented areas, and identified program requirements that would need to be met for projects to be eligible. The program is codified in the [Bend Municipal Code \(BMC\) Section 12.35](#), and the city has a [webpage](#) with more details about this program. A high-level overview of the program and topics relevant to the district follow.

- **Program** – MUPTE is a 10-year tax exemption on improvements (typically only residential) for multi-unit residential projects in the Core Area and transit-oriented areas that meet certain public benefit requirements.
- **Program Area** – MUPTE is only available to projects in certain areas of town, which are listed below and shown on [this map](#). Fiscal impacts to taxing districts differ based upon location, given that Tax Increment Finance (TIF) areas already impact taxing district property tax revenue.
  - Entire Core Area TIF area, including the Central Business District (CBD)
  - Some High Density Residential (RH) zoning adjacent to the Core Area TIF
  - Urban Dwelling Sites (HB3450) projects
- **Public benefits** – Applicants are required to provide a minimum of three public benefits as part of their MUPTE application, one of which shall be a priority public benefit as defined by the [BMC section 12.35.030](#).
- **Schedule** – The tax exemption would be approved for up to ten consecutive years beginning July 1 of the tax year after completion of construction.
- **Approval Process** – Property tax exemptions must be supported by a combined 51-percent of the taxing districts. The Bend City Council can approve the tax exemption via resolution

subsequent to sufficient taxing district support. It should be noted that if the project does not receive sufficient combined tax levy support, the City of Bend can choose to waive only their portion of the property taxes.

Based upon review of applicable Oregon Revised Statute (ORS), the city recently requested taxing districts to adopt resolutions in support of the MUPTE program in totality, and not review each individual project. The board has several possible options in response to the city's request:

1. Continue to review MUPTE project applications on a case by case basis. This requires that each application be brought before the board for action at a board meeting.
2. Approve a resolution not supporting the MUPTE program.
3. Approve a blanket resolution that supports all MUPTE projects both inside and outside of the TIF area.
4. Approve a resolution approving MUPTE applications with conditions.

Staff suggests the board consider a resolution that would approve MUPTE with the following conditions:

1. Approves all MUPTE applications within the TIF area, contingent on the city entering into an intergovernmental agreement (IGA) with the district confirming the provision of the parkland included in the Core Area report, the Core Area Tax Increment Finance Plan, and the Report Accompanying the Core Area Tax Increment Finance Plan. The IGA would contemplate the minimum land acreage, timing and other requirements. Proposed details of an IGA will be presented at the board meeting.
2. Approves all MUPTE applications outside the TIF area, up to a cap of \$34.5M in assessed value on proposed projects, per calendar year (the first year ends Dec. 31, 2024 and would include the remaining months in 2023 after initial implementation, if approved). This assessed value equates to approximately \$50,000 in district taxes the first year of an approved exemption, based on the district's permanent tax rate of 1.46/1,000. Each year thereafter the value of the tax exemption on the approved projects increases by 3%, per Oregon property tax law.
3. There would be no yearly roll over of any unused amount of the \$34.5M assessed value cap. This is consistent with the most recent approach to System Development Charge waivers.
4. The resolution would not take effect for any MUPTE applications until the associated IGA is fully executed.
5. The resolution sunsets for project within the Core TIF Area co-terminus with the MUPTE Program sunset date of February 1, 2030. For projects outside of the Core TIF area, the resolution sunsets on December 31, 2025, at which time an extension can be considered.

Other taxing entities may consider adopting resolutions that align with this suggestion.

Staff is requesting feedback on the possible options and whether we should return at the September 19, 2023 board meeting with a draft resolution and associated IGA for the board's review and action.



### **BUDGETARY IMPACT**

As noted above, the MUPTE program provides a ten-year tax exemption for eligible projects. The majority of eligible projects are located within the identified Core Area Tax Increment Finance (TIF) Area, where the district has already forgone incremental tax increases through fiscal year 2051. As such, approval of projects within the Core Area TIF area would not have any additional fiscal impact to the district. However, any MUPTE approvals in the TIF area would decrease the TIF monies available in the near term to complete the projects included in the TIF plan, including parkland acquisition.

Approval of eligible MUPTE projects outside of the Core Area TIF area would have impacts to district finances that would vary based upon project valuation. Under the suggested resolution, the impact to district taxes would be capped at approximately \$50,000 (tied to the assessed value of \$34.5M) in the first year. The value of district taxes on those exempted projects would then compound by 3% each subsequent year through the term of the 10-year exemption period.

The collective scale of MUPTE program impacts on the district's finances is ultimately undetermined since it depends upon the location and quantity of MUPTE applications received by the city. The implementing [ordinance \(NS-2447\)](#) for the MUPTE program requires that city staff re-evaluate the program annually to evaluate whether the program is still needed to support the financial feasibility of urban-scale multi-unit housing in the core and transit-oriented areas of Bend. These findings and any associated recommendation will be presented to the city council annually, and may include additional details about projected financial implications for all taxing districts. Per the BMC, the MUPTE program will sunset on February 1, 2030.

A net increase in district property taxes should occur at the end of each 10-year tax abatement. The philosophy of tax-abatement programs is that the abatement incentivized development in areas that are under-developed, and then at the end of the abatement period taxing entities benefit from the increase in tax revenue.

### **STAFF RECOMMENDATION**

A list of some potential approaches to address the city's request for a resolution approving all MUPTE applications is included in this board report. Staff is suggesting the board consider the preparation of a resolution that approves MUPTE applications with conditions.

### **MOTION**

None for discussion only.

### **ATTACHMENTS**

None

July 18, 2023

The board held an executive session prior to the regular meeting pursuant to ORS 192.660(2)(e) for the purpose of discussing real property transactions. This session was closed to all members of the public except for representatives of the news media.

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

Deb Schoen  
Nathan Hovekamp  
Donna Owens

Zavier Borja  
Jodie Barram

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  
Jeff Hagler, Park Stewards Manager  
Rachel Colton, Planner  
Henry Stroud, Planner  
Theresa Albert, Human Resources Manager  
Ian Isaacson, Landscape Architect

## Paul Taylor – Bryant, Lovlien &amp; Jarvis

Robin Smith: Mr. Smith requested more bike racks at Vince Genna Stadium. He said that the Elks owners said it was on the district to provide them and asked that they be installed for the people that ride bikes to the facility.

Westin Kleinert: Mr. Kleinert said he is the Out Central Oregon Treasurer. He said the organization promotes inclusivity for the LGBTQ+ community. He thanked the district for past collaborations with the organization and extended an invitation to promote more LGBTQ+ activities in the outdoors.

## **CONSENT AGENDA**

1. Minutes: 6/14/2023
2. Minutes: 6/20/2023

***Director Owens made a motion to approve the consent agenda. Director Hovekamp seconded. The motion was approved unanimously, 3-0.***

## **BUSINESS SESSION**

1. Elect Board Chair and Vice-Chair

***Director Owens made a motion to nominate Nathan Hovekamp to serve as chair of the Bend Park & Recreation District Board of Directors for Fiscal Year 2023-2024. Director Schoen seconded. The motion was approved unanimously, 3-0.***

***Director Owens made a motion to nominate Jodie Barram to serve as vice chair of the Bend Park & Recreation District Board of Directors for Fiscal Year 2023-2024. Director Hovekamp seconded. The motion was approved unanimously, 3-0.***

2. Appoint Board Secretary

***Director Owens made a motion to appoint Don Horton, executive director, to serve as executive secretary of the Bend Park and Recreation District Board of Directors for fiscal year 2023-24. Director Schoen seconded. The motion was approved unanimously, 3-0.***

3. Appoint Legislative Liaison

***Director Hovekamp made a motion to appoint Deb Schoen, to serve as legislative liaison for the Bend Park and Recreation Board of Directors for fiscal year 2023-24. Director Owens seconded. The motion was approved unanimously, 3-0.***

4. Approve board meeting dates and time

***Director Schoen made a motion to conduct the Bend Park and Recreation District Board of Directors public meetings on the first and third Tuesdays beginning a 5:30 pm with a work session at 5:30 p.m., unless otherwise noticed, and a business session following the work session. Director Owens seconded. The motion was approved unanimously, 3-0.***

5. Discovery West Art Corridor – Henry Stroud and Romy Mortenson Brooks Resources

Mr. Stroud gave some history of the project with Brooks Resources in the Discovery West development. He showed a map of the planned parks and trails. He said ten acres of the land is already developed as parkland and open to the public with another 18 acres coming to the district soon. Brooks Resources would like to develop an art corridor along the trail in the development. Ms. Mortensen explained more about the neighborhood, stating that 18 streets in the neighborhood have been named for women of discovery. She shared the art installations that are already there and explained the plans for the art along the corridor. She discussed the funding strategy of grants, developer contribution and in-kind district donation.

**Director Schoen made a motion in support of the Discovery West Art Corridor proposal and to approve up to four public art gifts from NWX2 LLC to the Bend Park and Recreation District. Director Owens seconded. The motion was approved unanimously, 3-0**

6. Naming Committee Member Appointment – *Rachel Colton*

Ms. Colton said staff recruited in the community for the position on the Park Naming Committee. Two applications were received, and scored individually by the board with Robin Vora selected to serve on the committee.

**Director Schoen made a motion to appoint Robin Vora to serve on the Bend Park and Recreation District's naming committee for the completion of an existing term through October 2025. Director Owens seconded. The motion was approved unanimously, 3-0.**

7. Approve Amendment to Professional Services Contract for MMC River Access Project – *Ian Isaacson*

Mr. Isaacson said this project is a phased approach and in phase two, with amendments to design, preferred concept designs, data collection, initial meetings with regulatory agencies and begin design plans for upgrading of the Gilcrest Footbridge. He spoke about the reasons for the phases of the projects and the advantage of phases for grant funding cycles.

He reviewed the work completed in phase one and where staff is in phase two, which is in process and will be completed August 2023. Next he discussed phase three and the focus of the tonight's topic, amendment #2 to design contract. Phase three also includes:

- 60% design development
- Ordinary high water mark delineation
- Joint removal-fill permit application
- City of Bend Waterway Overlay Zone (WOZ) permit application
- 90% design development

Mr. Isaacson said staff recommends that the board approve contract amendment #2 with Environmental Science Associates, including the additional 10% contingency to complete the third phase of design for the McKay, Miller's Landing and Columbia Parks River Access Project. He said to date, the district has been awarded just over \$240,000 in grant funding from three separate sources.

**Director Owens made a motion authorize the executive director to negotiate and execute amendment #2 to the contract with Environmental Science Associates for the McKay, Miller's Landing and Columbia Parks River Access Project in an amount not to exceed \$174,696 and to approve an additional contingency amount of \$17,470, for a revised total design budget not to exceed \$415,166. Director Schoen seconded. The motion was approved unanimously, 3-0.**

#### 8. Approve Gifts Policy – *Julie Brown*

Ms. Brown reviewed the updates in the policy including the addition of bench and picnic table dedications, the change in the value of gifts that require board approval, added donation of artwork section and added donation of consumable goods section.

She explained the dedications are allowed on existing benches or picnic tables, there are about a dozen a year and the fees cover the direct costs for the plaque and labor plus \$1000 for the district scholarship fund.

Ms. Brown said the policy required board approval for gifts valued over \$5,000, the policy has been updated to \$25,000 with approval from the executive director. Art and consumable goods were also added, including large donations from Art in Public Places and smaller consumable goods that are donated to art programs.

***Director Schoen made a motion to adopt the Gifts and Dedications Policy as presented and to abolish the board-approved 2011 Gifts Policy. Director Owens seconded. The motion was approved unanimously, 3-0.***

#### 9. Executive Director Recruitment – *Nathan Hovekamp*

Director Hovekamp led a discussion about the process for recruiting the next executive director due to the retirement of Don Horton in the fall of 2024. He referenced materials that were emailed to the board at the request of the board chair and vice chair stating the advantages and disadvantages of the types of recruitment and staff comments from internal meetings with the board chair and vice chair. He reviewed the three options of direct appointment, internal recruitment and an external search (national recruitment). Director Hovekamp shared his thoughts on the options and said he is leaning toward an internal recruitment and if necessary a full national search. He shared Director Barram's thoughts in her absence from a prior conversation and relayed that Director Barram has said she would be comfortable with a direct appointment or internal recruitment. Director Schoen shared some of her experiences with recruitment and said would like to conduct an internal recruitment. She added the comments from staff further reinforced this decision. Director Owens indicated that she is just listening and will need more time with the materials.

Ms. Albert said she has full confidence that the district human resources department can conduct any kind of recruitment the board chooses.

Director Owens asked Ms. Albert to build a timeline for the recruitment. She also suggested to the board to include the public in the conversation. Director Hovekamp asked Director Schoen to take the lead on the director recruitment and working with staff.

***Director Hovekamp made a motion to appoint Director Schoen as lead for the executive director search. Director Owens seconded. The motion was approved unanimously, 3-0.***

## **EXECUTIVE DIRECTOR'S REPORT**

- Executive Director Horton said the Deschutes River has been selected as a Leave No Trace River this year.
- He shared a photo of a person that come into one of the district facilities with a vest with weapons, he said staff was able to remove him from the facility, but this is an example of some of the issues that staff is dealing with. He added that this is a growing problem that will require board support with policy.
- OPRA conference is in November, let Sheila know if you would like to attend.
- Ebike committee is trying to work on legislation and ORPA is interested in this topic for consistency in laws for the state.
- He said he spoke to Nick Lelach at the county about Worrell Park, the commission is not going to give the park to the district, but they do have some funds to make it more accessible. He said the district can help serve as a watchdog for parkland as in this case when the ORS was pointed out that the park use could not be changed without public approval.

## PROJECT REPORT

## **BOARD MEETINGS CALENDAR**

### GOOD OF THE ORDER

- Director Owens said she enjoyed handing out popsicles at the Fourth of July, she thanked Director Schoen for her service as board chair.
- Director Schoen said the Fourth of July event is super and the public is so happy as is the staff. She said it is energizing to work the event. She added the lifeguard staff at Juniper are amazing and said it is fun to see the Jr. Lifeguards at work too. She commended the Leave No Trace designation for the river and mentioned the great work of Loot the Deschutes. She said she is grateful to be a part of the ebike committee and said the committee wants to hear from other people too.
- Director Hovekamp thanked Director Schoen for her leadership as chair. He thanked Director Barram for taking on vice-chair and thanked the board for their confidence in him as the new chair.

**ADJOURN** 7:52 pm

Prepared by,

Sheila Reed  
Executive Assistant

Nathan Hovekamp, Chair

Jodie Barram, Vice-Chair

Donna Owens

Zavier Borja

Deb Schoen

**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	September 5, 2023
<b>SUBJECT:</b>	Approve Preferred Concepts and Implementation Prioritization 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 and Professional Services Contract Amendment #1 approval March 21, 2023 – Initial Concept Design approval July 18, 2023 – Professional Services Contract Amendment #2 approval
<b>ACTION PROPOSED:</b>	Approve Preferred Conceptual Designs
<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:**

To better manage increased recreational river use, improve the experience for river users, and to better facilitate sustainable use of our river resource, BPRD initiated the 2021 Deschutes River Access & Habitat Restoration Plan. The River Plan pinpointed 28 potential projects, and the current initiative, the McKay, Miller's Landing, and Columbia Park's River Access Project, is an effort to fully develop three of these proposed projects.

The three parks, McKay, Miller's Landing, and Columbia, host some of the few calm water sections in downtown Bend, making them ideal locations for ingress and egress and other related activities, such as wading, swimming, and riverside leisure. These needs were identified as a "high priority" in the 2018 Comprehensive Plan.

Staff has already accomplished the initial phase of work, which encompassed site surveys, data collection, and the creation of initial concept drawings. We received substantial community and stakeholder input, including 522 completed surveys, 1,268 individual written comments, 18 emails, 50 comments from the district's social media platforms, and approximately 40 attendees at the in-person open houses on February 1, 2023.

At the Board of Director's meeting on March 21, the board directed staff to further develop preferred conceptual designs at all four access locations. Informed by the board's guidance, the



comprehensive community feedback, and the unique characteristics of each location, preferred conceptual designs for each river access point at McKay, Miller's Landing, and Columbia Parks have been developed.

## **PREFERRED CONCEPTUAL DESIGNS AND COST ESTIMATES:**

### McKay Park

In 2015, McKay Park underwent significant redevelopment with the establishment of the Bend Whitewater Park. The park's river access point has become a popular spot for activities like floating, paddling, surfing, swimming and wading. During peak-use times, this area experiences significant congestion, which, coupled with other obstacles, hinders individuals with mobility challenges from accessing the river. Improvements at this location focus on river access for users with mobility challenges, improves overall user circulation and addresses some ongoing erosion issues on the beach and along the walkway into the river. The concept design-level construction cost estimate is \$490,162. This cost estimate does not include park put-back.

Staff recommends that upon completion of the 90% design for McKay Park in spring 2024 the river access project be combined with the upcoming project planned at the Bend Whitewater Park. The whitewater park project is slated to begin in 2024. By combining the permitting and construction of the access point with the work to be performed at the whitewater park, the district will realize cost savings by reducing permit applications and construction impacts (staging, earthwork, machine operation and material storage).

### Miller's Landing Park

Miller's Landing, located across the river from McKay Park, features a boardwalk that serves as an access point to the river (access #1). However, this access point is difficult to use and isn't accessible for individuals with mobility challenges. A second user created access point (access #2) is located downstream of access #1. This user created access point suffers from significant erosion.

An accessible route from the parking lot to both access points will allow for two fully inclusive designs. Improvements at access #1 focus on infrastructure upgrades that will enable users, including those with mobility challenges, to recreate independently in the river. Improvements at access #2 focus on the rehabilitation of the river bank due to erosion and will provide structured, smaller-scale, access for users, including those with mobility challenges. The river here is calm, sand-bedded, and relatively shallow, creating ideal conditions for wading and swimming. The concept-level construction cost estimate for both access points is \$1,095,185.

### Columbia Park

Columbia Park, with its designated river access point established in 2011, serves as an access site for the surrounding neighborhood. This point can be reached either through a mix of paved and natural surface trails leading from the playground area, or from a pedestrian bridge crossing the river. However, this access point has experienced significant erosion and was closed in the summer of 2020 to mitigate safety risks and forestall additional erosion and damage.

The riverbank along this neighborhood park is shaded much of the time, and provides a less crowded alternative to McKay and Miller's Landing parks. Due to limited street parking, narrow proximity to the trail, and a relatively steep slope, improvements at this location focus on the

sustainability of the river bank and providing neighborhood-scale access for users of all abilities to wade and swim. The concept-level construction cost estimate is \$518,081, the majority of which is the cost of bank stabilization and revegetation.

## **FUNDING AND CONSTRUCTION:**

### **Grant Funding Outlook**

With the suggested approach to combine McKay Park river access upgrade with the Bend Whitewater Park project, staff focused on forecasting a grant funding outlook and possible construction schedule for the proposed upgrades at Miller's Landing and Columbia Parks.

After researching applicable funding opportunities, staff believes that over 90% of the estimated construction costs for the Miller's Landing Park project could be covered by grants, if successful. The Columbia Park project primarily serves the immediate neighborhood, and therefore will be less competitive for obtaining grants to fund its construction. Staff believes that as much as 50% of the estimated construction costs for the Columbia Park upgrades could be covered, if successful, by grant funding.

Grant funding and additional resources necessary to fund these projects, will be discussed in the upcoming 2024-25 Capital Improvement Plan (CIP) planning effort, scheduled to kick off with the Board Workshop in February 2024.

### **Construction Outlook**

Contingent upon securing the required permits and obtaining additional funding construction could begin at Miller's Landing Park as soon as fall 2024 and at Columbia Park as soon as fall 2025.

With the completion of the preferred conceptual designs, focus will move towards permit applications and the development of design drawings, which are anticipated to be completed by spring 2024.

## **BUDGETARY IMPACT**

The current funding allocation for the McKay, Miller's Landing and Columbia Parks River Access Project in the 2024-2028 CIP is \$933,295 in property tax revenue and alternative funding sources. Of the \$933,295 allocated for this project, the district has \$833,295 of cash on hand through a combination of district and alternative funding sources. Of the \$833,295 of cash on hand, \$698,165 has already been appropriated towards the existing design contract, estimated final design contract amendment, and other costs borne by the District. This leaves an estimated \$135,130 remaining for construction funding and grant match.

Costs for each of the access points will be further refined during final design. The implementation of these projects will depend heavily upon the availability of funding, including grants, which will be evaluated and discussed with the board during the CIP update in winter 2024.

## **STAFF RECOMMENDATION**

Staff recommends that the board approve the preferred conceptual designs for the McKay, Miller's Landing and Columbia Parks River Access Project and for staff to advance the conceptual designs to construction level documents.

**MOTION**

***I move to approve the preferred conceptual designs for the McKay, Miller's Landing and Columbia Parks River Access Project and for staff to advance the conceptual designs to construction documents.***

**ATTACHMENTS**

Attachment A: Preferred Conceptual Designs

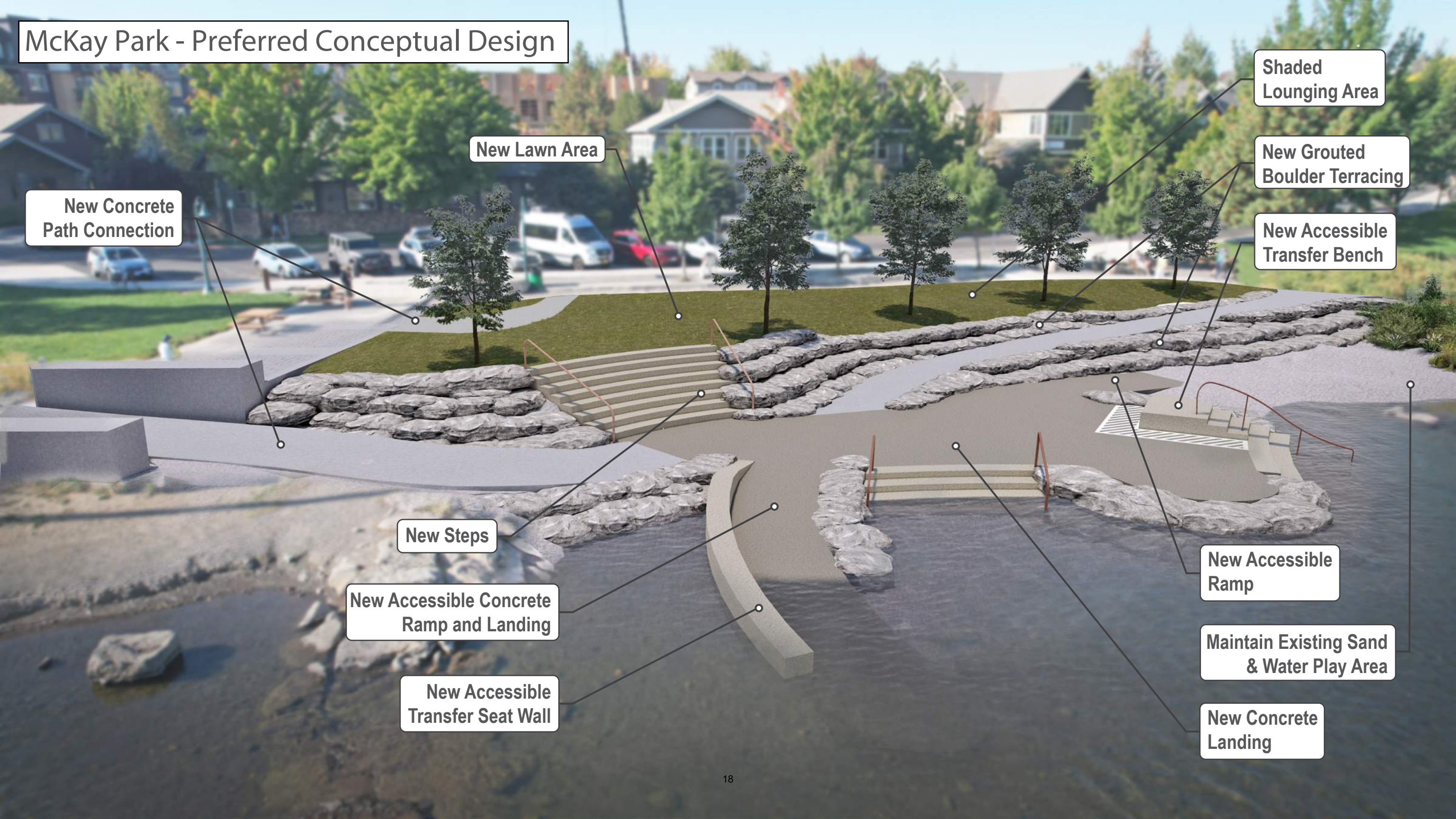


# McKay Park - Existing Conditions





# McKay Park - Preferred Conceptual Design



New Concrete  
Path Connection

New Lawn Area

Shaded  
Lounging Area

New Grouted  
Boulder Terracing

New Accessible  
Transfer Bench

New Steps

New Accessible Concrete  
Ramp and Landing

New Accessible  
Transfer Seat Wall

New Accessible  
Ramp

Maintain Existing Sand  
& Water Play Area

New Concrete  
Landing



# McKay Park - Preferred Conceptual Design





# McKay Park - Preferred Conceptual Design





# Miller's Landing Park - Existing Conditions





# Miller's Landing Park - Preferred Conceptual Design



Stabilize &  
Revegetate Bank

New Cedar  
Fencing

New Security  
Lights

New Concrete  
Path

New Air  
Pump Station

New Lawn Area

New Concrete  
Access Pathway

Reduced Existing  
Sand Play Area

New Shade  
Structure

Shaded  
Staging Area

New Concrete  
Ramp &  
Landing

New Cedar  
Fencing

New Boulder  
Seating Area

New Concrete  
Steps

New Grouted  
Boulder  
Terracing

New Accessible  
Roller Ramp Launch  
& Accessible  
Transfer Bench

New Watercraft  
Ramp with  
Rubberized  
Surfacing

New Accessible  
Transfer Area

New Concrete Steps  
and Accessible  
Transfer Bench

New Grouted  
Boulder Terracing

ACCESS # 2

New Concrete  
Landing

New Accessible  
Ramp & Landing

ACCESS # 1



# Miller's Landing Park - Access Point #1 - Preferred Conceptual Design



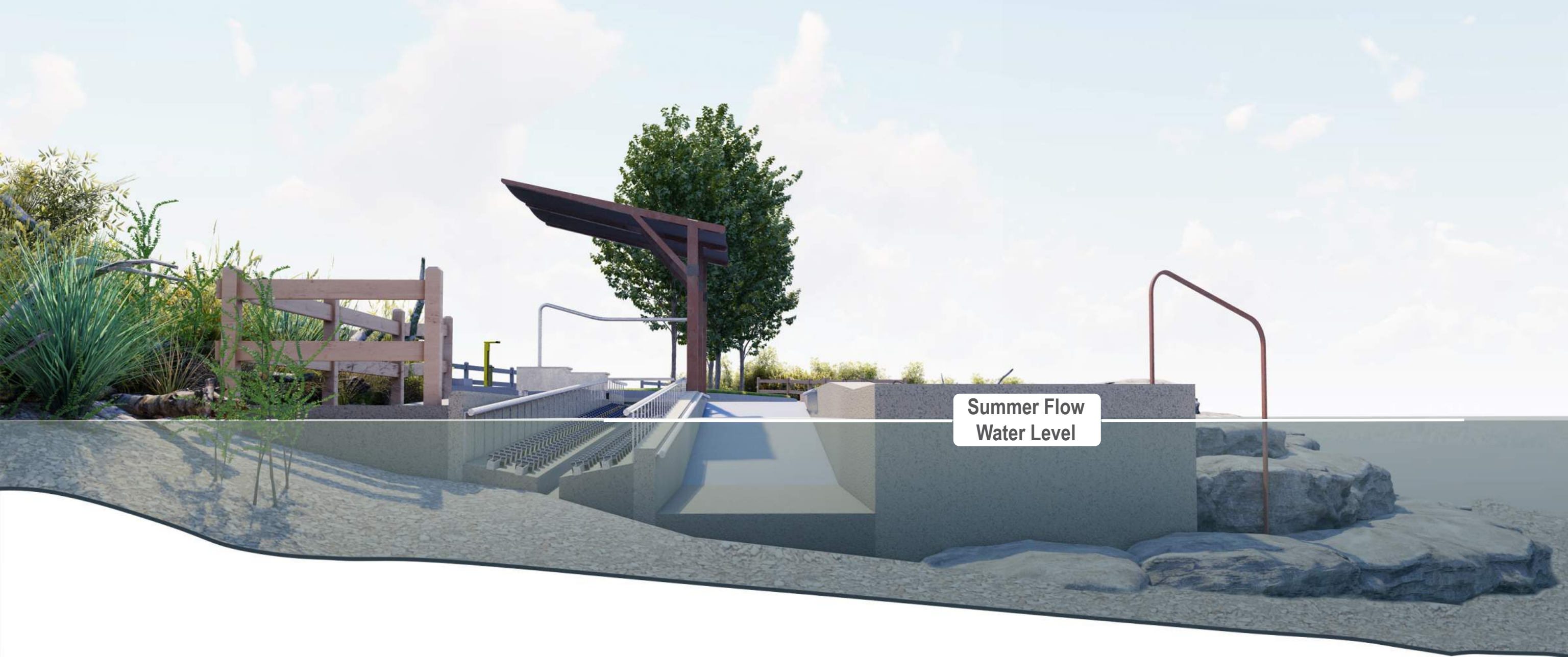


# Miller's Landing Park - Access Point #1 - Preferred Conceptual Design





# Miller's Landing Park - Access Point #1 - Preferred Conceptual Design Section-Elevation





# Miller's Landing Park - Access Point #2 - Preferred Conceptual Design





# Columbia Park - Existing Conditions





# Columbia Park - Preferred Conceptual Design



Slide Exit 70-ft  
From Access Point

New Concrete  
Steps & Accessible  
Transfer Bench

New Grouted  
Boulder Terracing

Close Original  
Access & Revegetate

New Paved Path

Stabilize & Revegetate  
Bank

New Concrete  
Landing

New Cedar  
Fencing

Existing Bridge

Close User Created  
Access & Revegetate



# Columbia Park - Preferred Conceptual Design





## Columbia Park - Preferred Conceptual Design





## PLANNING & DEVELOPMENT PROJECT UPDATES September 2023

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### COMMUNITY AND REGIONAL PARK PROJECTS

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**Drake Park DRT & Bank Improvement Project:** The project is now mostly complete. The trail has been opened for the public and is already seeing ample use. The remaining items for completion are the stairway, railing under Newport Avenue bridge, and some additional railing components along the boardwalks.



**Sawyer Park Entrance and Parking Lot Upgrades:** The project was recommended for just under \$750,000 of funding from the Local Government Grant Program (LGGP) and received the top ranking from the grant committee. Tribal coordination regarding cultural resources within the project site is required through the State Historic preservation Office (SHPO) and is ongoing. Tribal input will inform how the design and project proceed.



**Pine Nursery Park Phase 5:** Conceptual design is now in progress. The initial concept design is being reviewed internally and comments will be returned to the design team for further refinement. It is anticipated the preferred concept design will be presented to the board toward the end of 2023.

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### NEIGHBORHOOD PARK PROJECTS

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**Manzanita Ridge:** The second round of public outreach wrapped up the end of August. This was an opportunity for neighbors to share what features and experiences they hope to have in their park. The survey was open two weeks and received 157 responses. The on-site open house was moved to a virtual platform due to smoke and heat and the virtual open house had 18 attendees. An additional open house was held in-person at the district office and was attended by eight people. Survey responses will be used to generate three initial conceptual designs. These designs along with a summary of the second round of outreach results will be shared with the public in the third round of public outreach. It is expected to take place in October.



**Little Fawn Park:** The project is scheduled to go out to bid in September. If the bidding and contracting process go as expected, construction should begin in winter 2023/2024.



**Fieldstone Park:** Site grading and a majority of the paving work is installed, along with irrigation, sod, plantings and other landscaping elements. The installation of the playground and assorted furnishings, including the shelter, are underway. Completion is expected late summer 2023.



**Hollinshead Park ADA and Preferred Concept Design:** This park improvement project includes four main components aimed at enhancing user experience, safety, and accessibility. The first involves the installation of permanent restrooms in the park with ADA access, the second is to improve the existing parking facilities, the third is to fence the existing off-leash area according to BPRD standards, and last is to enhance ADA access to and around Hollinshead Barn. These improvements will improve the experience for the increased use and demand of this historic park as the community has grown.

## TRAIL PROJECTS



**North Unit Canal Trail:** Flagline Engineering continues to make progress on the design and permitting for Phase 1, 60% design plans are complete and staff has submitted the right of way permit application to the City of Bend for the Brinson Road crossing. Epic Land Solutions has completed their initial property research within the planned trail corridor and provided the district with a summary of the existing property owners. Appraisal work has begun on two of the four easement properties and the district expects the formal appraisals by the end of August.



**Riverfront Street Deschutes River Trail Improvements:** The district has partnered with the City of Bend for design improvements to Riverfront Street that increase access for trail users between Drake Park and Miller's Landing Park. In April of 2023, BPRD and the city of Bend entered into an intergovernmental agreement to restart the project with shared costs and resources to complete the project designs. The city issued a request for proposal (RFP) for a design consultant in June and they are currently in contract negotiations with the selected consultant. In anticipation of the upcoming work, BPRD and the city will cohost a minimum of two public meetings beginning late summer or fall 2023.

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## RIVER PROJECTS

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**McKay, Miller's Landing and Columbia Parks River Access Project:** The design refinement process is currently underway, aiming to narrow down and improve upon the preferred concepts. Staff will attend the Tumalo Creek Kayak and Canoe Pickin' and Paddlin' event August 31<sup>st</sup> to present the concepts and answer questions from the public about the project. These refined concepts will be presented to the public later this summer and brought before the board on September 5<sup>th</sup> for discussion and approval.

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## OTHER PROJECTS AND FUTURE DEVELOPMENT

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**SDC Waivers for Affordable Housing:** Park SDC waivers for 518 units have been approved through coordination with the City of Bend's Affordable Housing Committee at a cost to the district of about \$3.02 million in waived SDC fees. Following the board approval of an additional 75 waivers for 2023, a remaining 16 waivers are available through the end of the year. Staff and legal counsel have completed the necessary deed restriction documents for 11 of the developments, totaling 394 units. In addition, BPRD has approved SDC waivers for two temporary shelter projects, totaling 25 units.



**Discovery West Land Acquisition:** Brooks Resources is preparing to transfer another park parcel to the district for ownership and maintenance. This parcel is an 18.9 acre parcel that will be open space and also contains a newly paved section of the Outback Trail that connects Discovery Park to the Shevlin Park Trailhead at the Tree Farm neighborhood.



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

- *Staff continues working with Epic Land Solutions to acquire land in other priority park search areas, not associated with development. The district's offer on one property in southwest bend was accepted, and two additional appraisals are anticipated by the end of September.*
- *Staff has been working with Hayden Homes regarding a potential new park in the Parkside Place (Ponds) Subdivision. A draft PSA is in development.*
- *A purchase and sale agreement for 20185 Reed Lane was executed August 22<sup>nd</sup>. Staff has begun diligence, which includes an environmental site assessment and title review. A portion of the approximate 4.15-acre property will be developed as a neighborhood park to serve residents in SW Bend. The purchase and sale agreement will require board approval prior to closing.*
- *The district closed on the Rose and Associates property on July 5<sup>th</sup>. After closing, staff began work with consultants to change the zoning of the Surface Mine zoned area of the property to one that better accommodates park and recreation uses. The preliminary site investigation was completed in mid-August, which will provide evidence to support the rezoning request.*

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currently in



**Diversity, Equity and Inclusion (DEI) Initiative:** The DEI action plan is now available on the website in English and Spanish. Due to busy summer schedules, the workgroup took a three-month break. The group will meet again in September to establish priorities for the rest of the year.

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currently in



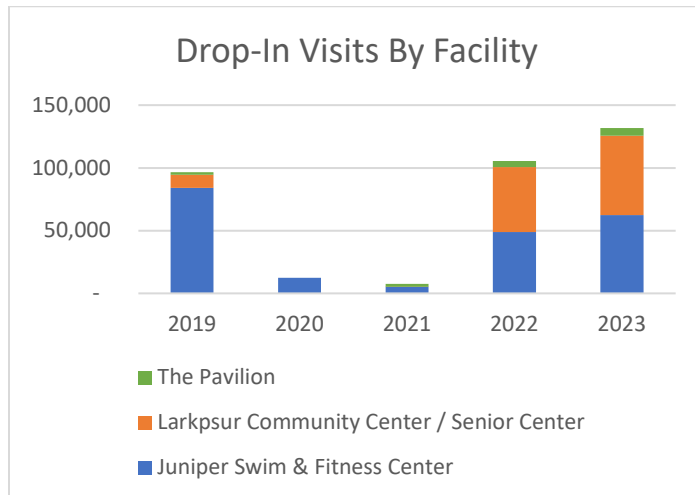
**Comprehensive Plan Update:** The 2018 Comprehensive Plan requires a mid-term update, which will begin with a community needs assessment survey. The statistically valid survey will be mailed to approximately 5,000 households in mid-September. Following the statistically valid survey, an open link survey will be available online. The board will receive regular updates and an overview of the scope and timeline at the September 5 meeting.



## Recreation Seasonal Report – Spring 2023

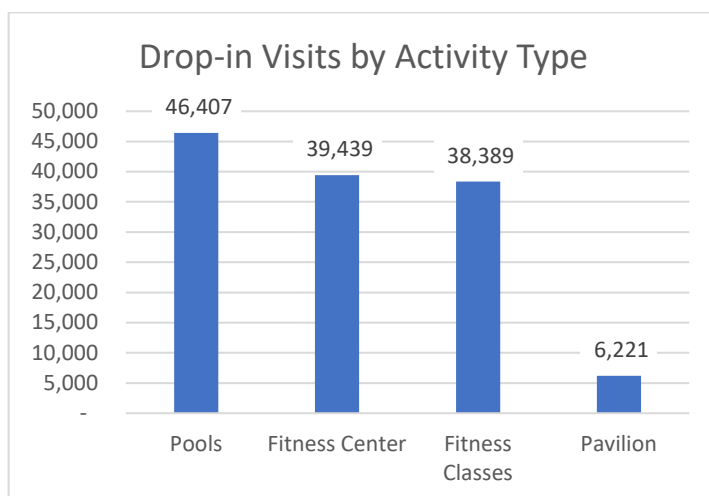
The Recreation Seasonal Reports are intended to provide a high-level summary of recreation services and performance over the prior seasons. The Spring Season report and graphs cover programs and services offered from late March through Mid-June or Spring Break through the end of the school year. Most graphs also show data for 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.

The additional capacity provided by Larkspur Community Center and expansion in other programs along with sustained strong demand continue to be reflected by substantial increases in all major metrics. We anticipate the year over year trends to decrease in the coming year as the recovery from COVID is behind us and Larkspur/JSFC are fully programmed.



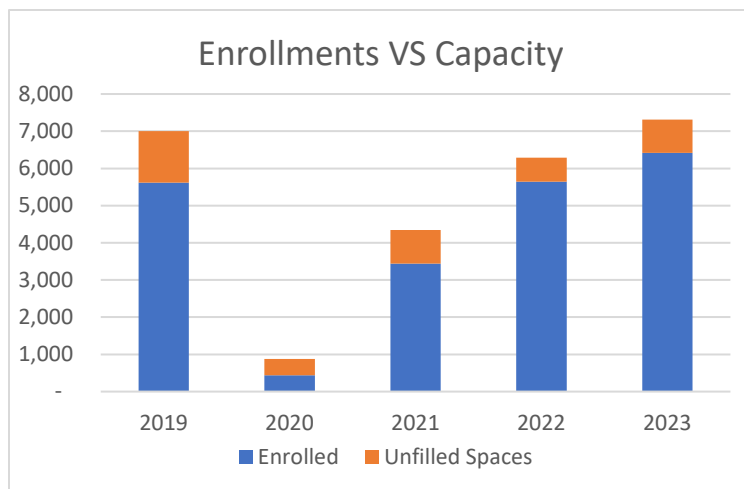
This shows visits to drop-in activities at recreation facilities, including passholders and single-visit users. This does not show visits for district registered programs or competitive user groups.

Total visits increased 25% over last year and 37% over 2019. All facilities saw similar increases over last year with JSFC at 28%, Larkspur at 21% and Pavilion at 33%. The Pavilion increase is due to growing roller skate opportunities and attendance.



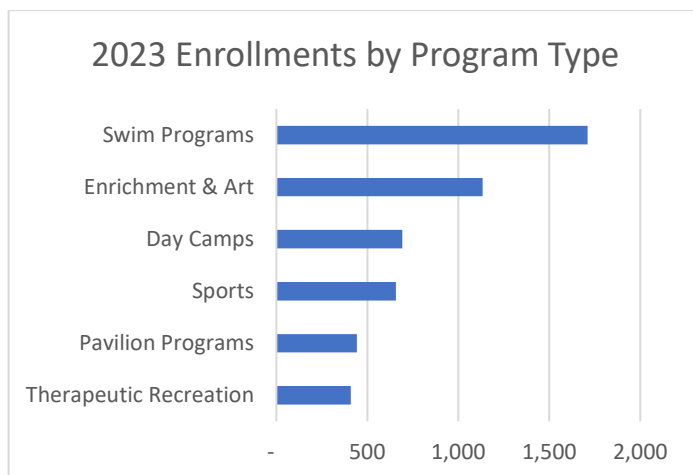
This shows visits to drop-in activities for the Spring 2023 season by the primary visit purpose. Water exercise classes are shown under Fitness Classes and not Pools. Many people do more than one activity in a single visit but are only counted once for their primary purpose.

Pools overtook fitness centers for highest visits due to recreation swim attendance ramping up and fitness center dropping off some after the peak winter season.



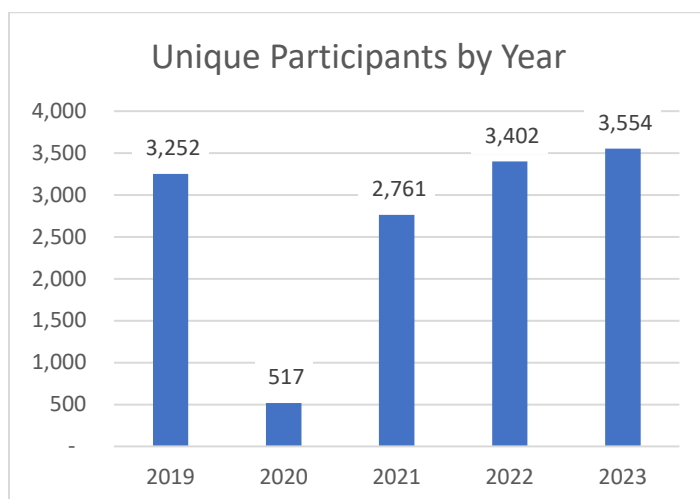
This shows total capacity, enrollments and % of capacity filled in all registered recreation programs except Kids INC and some adult team sports leagues.

Total enrollments increased nearly 14% over both 2019 and 2022, demonstrating continued growth in capacity and enrollment. Notably, the percentage of total spaces filled has increased from 75% to 88-90% the past two years as demand for programs is strong.



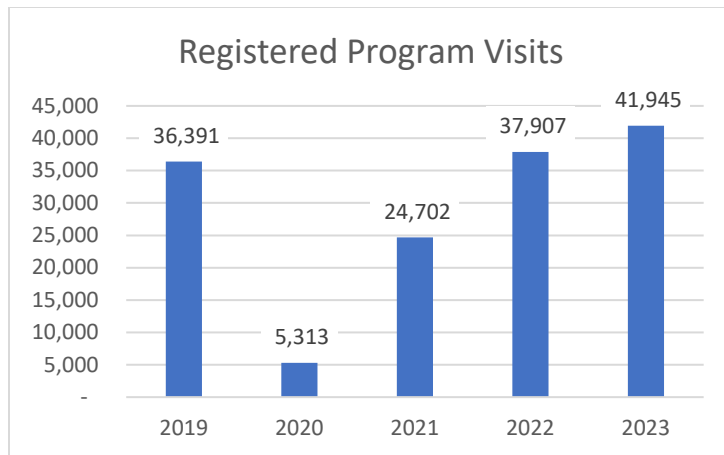
This shows enrollments for Spring 2023 season by our six major program areas.

Similar to winter season, swim program registration was the highest as we were able to expand capacity substantially to better meet demand. Day camp include Operation Recreation over spring break and other school days off. Pavilion programs, while relatively small, are a significant increase over past years due to the growth of roller programs.



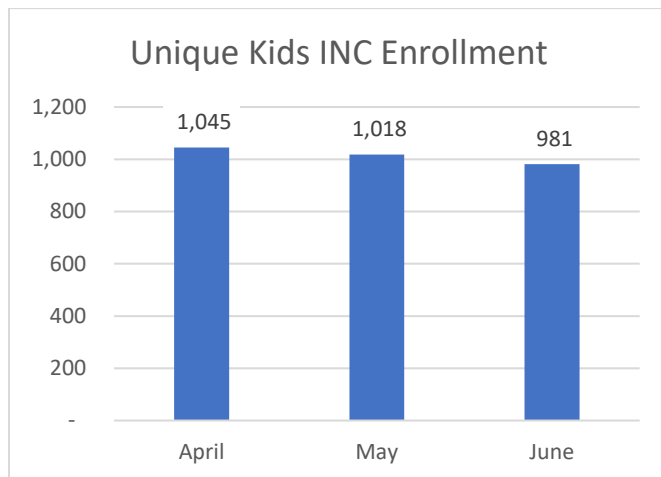
This shows unique (non-duplicated) individuals served in recreation programs, again with the exception of Kids INC and some adult sport leagues.

This is the second consecutive season that unique enrollments have surpassed pre-pandemic levels by 10%.



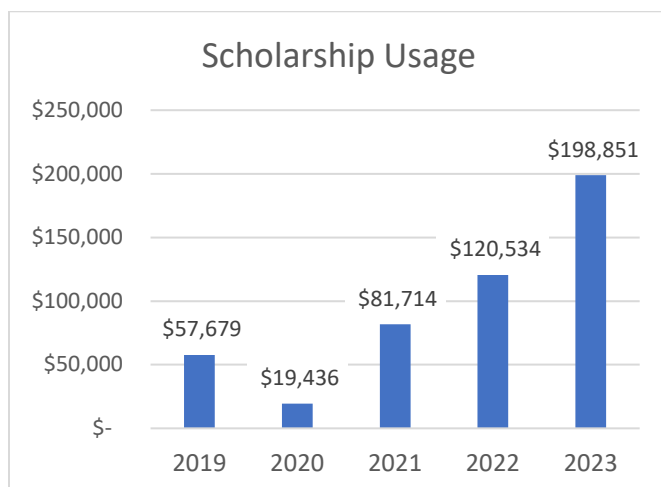
Program visitation is perhaps the best way of measuring service levels as it considers not only the number of enrollments but the number of times programs meet. It also can provide a comparison to facility visits.

Program visits increased nearly 11% over last year and 15% over 2019 mirroring the enrollment data over the same period.

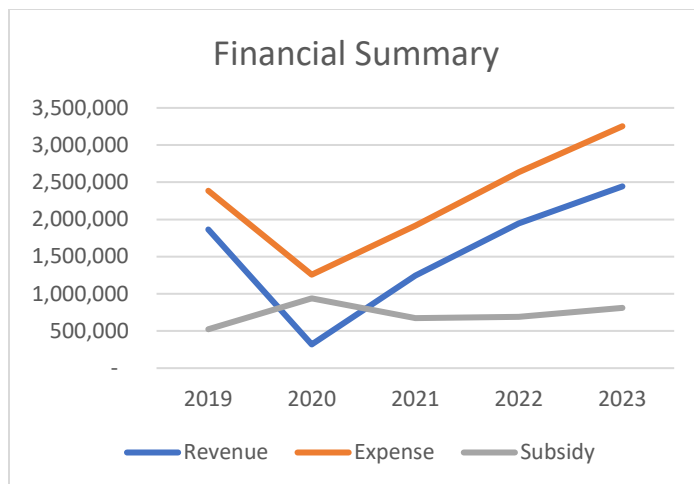


Kid INC Enrollment peaked in April at 1,045 participants and slowly declined toward the end of the school year which is common.

Registration for 2023-24 took place in May and June. See highlights below for more information.



Scholarship use was up 66% over the previous year continuing a trend of exponential growth the past 3 years. The scholarship use is higher than estimated as use in Kids INC and camp programs in particular has exceeded projections. If the rapid growth continues in the summer, the district will need to employ strategies to reduce scholarship use in order to remain within budgeted resources.



The spring quarter budget summary reflects the growth in both participation (increased revenue) and capacity (increased expenses). Staff continues to do an excellent job aligning revenues and expenses to remain within cost recovery guidelines. As has been the case all year, revenue has exceeded budget while expenses overall have been underbudget resulting in a lower tax subsidy than budgeted.

## Spring Highlights:

- Kids INC Registration:** Conducted Kids INC registration for the 2023-24 school year. This was the second year using a two-part process including an application period followed by a lottery to determine spaces. 1,150 participants were offered enrollment spots with approximately 250 on the waitlist. The waitlist has since been reduced to 165. The addition of part-time spaces allowed us to serve 273 more families than we would otherwise been able to serve if offering only full-time posts. Additionally, 95% of families who indicated that the program served a critical need for their family received at least received a part-time space. Overall the process was much smoother and more efficient than last year due to lessons learned from the first year.
- Spring Community Celebration:** The quarterly event organized by our outreach team was held at Juniper Swim & Fitness Center for the first time on February 18 with several community organizations participating to provide activities, information and resources to traditionally underserved communities while people enjoyed free swimming, fitness activities and more.
- Grant Awards:** We secured two smaller grants to support programming for underserved youth. We received a \$15,000 grant from the Oregon Health Authority's Youth Advisory Council COVID-19 Recovery Grant to support an Afterschool Skate Club at The Pavilion for marginalized high school age students including BIPOC, LGBTIA+ and youth from tribal communities. We also received a \$4,900 grant from the Children's Forest of Central Oregon to support our Discover Outdoor program for another summer.
- Summer Staffing:** Through collaboration with both our Human Resources Recruitment Team and Community Relations Marketing Team we were able to successful recruit and fill for all summer staffing needs. This is a monumental effort in today's environment and these efforts will allow us to run our programs at full capacity and serve the community better.

## **Board Calendar 2023**

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

**September 12** – Special Call Meeting, 11:00 am

### **BUSINESS SESSION**

- Murphy Crossing LLC SDC appeal hearing – *Michelle Healy and Garrett Chrostek*

**September 19**

### **WORK SESSION**

- Recreation Annual Report – *Matt Mercer (20 min)*
- Art Station building site and development schedule – *Matt Mercer, Brian Hudspeth (30 min)*

### **BUSINESS SESSION**

- Approve MUPTÉ Resolution and IGA – *Michelle Healy and Rachel Colton (20 min)*

**October 3**

### **WORK SESSION**

- Update on Core Area – *Rachel Colton and Henry Stroud (45 min)*
- Bi-annual Strategic Plan action item update – *Rachel Colton (15 min)*

### **BUSINESS SESSION**

**October 17**

### **WORK SESSION**

### **BUSINESS SESSION**

- Approve Land Acquisition – *Michelle Healy (10 min)*

**November 7** – Canceled for ORPA

**November 21**

### **WORK SESSION**

### **BUSINESS SESSION**

- Approve construction contract for Little Fawn Park – *Jason Powell (15 min)*