



Bend Metro Park & Recreation District

January 2, 2024

# 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. Accept 2022-23 Annual Comprehensive Financial Report – *Eric Baird and Brenda Bartlett (20 min)*
2. Approve preferred concept for Manzanita Ridge – *Bronwen Mastro (15 min)*

## EXECUTIVE DIRECTOR'S REPORT

**REPORTS** – In 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.



**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	January 2, 2024
<b>SUBJECT:</b>	Community Needs Assessment
<b>STAFF RESOURCE:</b>	Sara Anselment, Planner
<b>GUEST PRESENTER:</b>	Jake Jorgenson, RRC Associates
<b>PREVIOUS BOARD ACTION:</b>	Board Update, September 5, 2023 Board Update, October 3, 2023 Board Update, December 19, 2023
<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**

The district recently concluded its Community Needs Assessment survey, a reoccurring effort completed about every five years to measure the need for parks and recreation services and establish service priorities. The survey also asked questions related to community issues and funding priorities.

The district hired RRC Associates to administer the survey using two distinct collection methods. First, a statistically valid survey was mailed to a random selection of residential address in the district, yielding 900 responses with a +/- 3.2% margin of error. Second, an online open-link survey, available to any interested community member, resulted in 1,845 responses. The data indicates that the community places a high value on the parks system, signaling a desire for the district to concentrate its efforts within this scope. The results also indicate potential community support for additional funding in the future to address the highest priority community needs. Both sets of survey results are included in the Community Needs Survey Report attached to this board agenda report. A summary of the results will be presented by RRC Associates during the board meeting.

The 2023 survey results will be compared to the results of the 2017 survey to track the district's progress in meeting community needs, and to evaluate shifts in interest and priorities for the remainder of the duration of the 2018 Comprehensive Plan, a 10-year plan. Staff will use the data from the statistically valid survey to conduct the needs/unmet needs analysis and develop an updated capital project list. This list will be prioritized using the established project criteria from the 2018 comprehensive plan. The proposed project list is expected to be ready to present to the board for review in late February or early March.

**BUDGETARY IMPACT**

None

**STAFF RECOMMENDATION**

None

**MOTION**

None

**ATTACHMENTS**

Attachment A—2023 Community Needs Survey Report



# BEND PARK AND RECREATION DISTRICT COMMUNITY NEEDS

**SURVEY REPORT  
DECEMBER 2023**





# TABLE OF CONTENTS



- Introduction
- Methodology
- Key Findings
- Living in Bend
- Current Usage
- Needs and Needs Met
- Future Priorities
- Financial Choices
- Demographics



# INTRODUCTION

- The objective of this research was to collate comprehensive feedback regarding the Bend Park and Recreation District (BPRD)'s parks, recreational facilities, amenities, and strategic future developments.
- The survey instrument was informed by the insights gained from the 2017 Community Needs Assessment, allowing for an evaluation of evolving public opinion regarding BPRD's offerings over time.
- The methodology and subsequent data analysis undertaken in this study are intended to guide BPRD in formulating strategies that align with the community's expressed preferences and priorities.



# METHODOLOGY

Data was collected during October 13<sup>th</sup> and November 20<sup>th</sup>, 2023 from two samples:

- Statistically valid (Invite) Sample
  - ❖ RRC mailed survey packets to a random sample of 5,000 households in BPRD. Each survey packet contained a cover letter (also translated in Spanish), a copy of the survey, and a postage-paid return envelope. Residents who received the survey were given the option of returning the survey by mail or completing it online. By completing the statistically valid survey, respondents were offered an opportunity to win 1 of 4 \$50 gift cards to either Target or Fred Meyer.
- Open link Sample
  - ❖ The same survey was then made public to any interested community members. The online link was promoted on the BPRD website, newsletter and social media sites. This sample skews towards people who are already familiar with BPRD, have special interest and are from specific user groups. Majority of Open link respondents live in the west side of Bend.



# RESEARCH METHODS

1

## Statistically Valid (Invitation Survey)

Surveys were mailed to a systematic random sample of residential addresses in BPRD, with the option to complete online through a password-protected website (1 response per household). The survey was also available in Spanish online.



900

Invitation surveys completed  
+/- 3.2% Margin of Error

2,754

Total Surveys  
Completed

2

## Open Link Survey

Later, the online survey was made available to all BPRD stakeholders and was shared via BPRD communication channels.



1,854

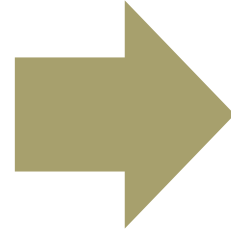
Open Link surveys completed

5,000 Surveys Mailed



# WEIGHTING THE DATA

Underlying data from the invitation survey is first weighted by age, gender, and ethnicity to ensure appropriate representation of the Bend residents across different demographic cohorts in the sample.



Then using U.S. Census Data, the sample's age, gender, and ethnicity distribution is adjusted to more closely match the population profile for Bend.





# | KEY FINDINGS



# KEY FINDINGS



Two samples were collected in the survey effort, the statistically valid invite sample and the open link sample, which both had great responses. Together they provide an excellent source of input on topics addressed through the survey. Survey results are presented in formats that compare responses from each sample, along with an overall response. **In general, responses from the Open link survey are similar to the Invite, a positive finding that indicates a more general consensus across the two samples.**



Trails, including both natural and paved types, are the most utilized recreational facilities, with over 90% of the Invite sample engaging with them in the past year. Natural area parks, large community parks, riverfront parks, and river access points also saw at least 70% usage from both samples. Notably, only 1% of the Invite sample and less than 1% of the Open sample reported not visiting any listed recreation facilities in the last year.



Respondents frequently use BPRD parks, recreation facilities, and trails, with about half of both samples visiting several times per week. A negligible 1% from each sample report never using any BPRD facilities.

# KEY FINDINGS



The Invite sample exhibits a strong preference for parks and trails over other facilities, with trails, riverfront parks, large community parks, and river access meeting 100% of needs for at least half of the respondents. In contrast, outdoor water playgrounds/splash pads are perceived as less necessary and less satisfactory in meeting community needs.



Indoor exercise facilities are identified as the most needed recreation facility by respondents from both samples, followed by fitness centers/weight rooms and recreation/leisure pools. There is a discrepancy between the level of need and its fulfillment, particularly for indoor adventure sports facilities, which, despite lower demand, have a higher percentage of respondents indicating their needs are unmet.



Courts and fields are considered least necessary by both samples, with indoor gym space/courts being the most needed within this category. However, they still fall short in fulfilling community needs, alongside other specific facilities like indoor athletic fields and areas for archery, drones, and R/C vehicles.

# KEY FINDINGS



When prioritizing BPRD parks and recreation facilities, both samples rate soft surface trails and natural area parks as most important, followed by off-leash dog parks and hard surface trails.



Respondents endorse various BPRD proposed actions, especially those related to trail development, land preservation for open space, and trail improvements, indicating substantial support across both samples.



The top three community priorities for both samples include maintaining parks and facilities, conserving natural areas along the Deschutes River, and developing parks and trails in underserved areas. Conversely, there is minimal support for permitting overnight camping for the homeless on district-managed lands.



# KEY FINDINGS



Respondents are generally willing to pay extra to support BPRD in bonds. Only about a quarter of Invite respondents said they would not pay extra while 27% are willing to pay an additional \$95-\$110 per year in bonds. The Open link sample is more open to paying additional bonds. There is support for passing a bond measure with 53% of the Invite sample and 63% of the Open link sample indicating that they would vote in favor.



There is notable approval for constructing a footbridge across the Deschutes River, with 69% of the Invite sample and 70% of the Open sample expressing support.



Regarding future growth in Bend, both samples show an equal preference for adding more park lands and facilities to maintain service quality per resident, with 69% support. Both samples show lower support (10% and 11%) for relying on existing parks to serve more people at decreased service levels to avoid increased costs.

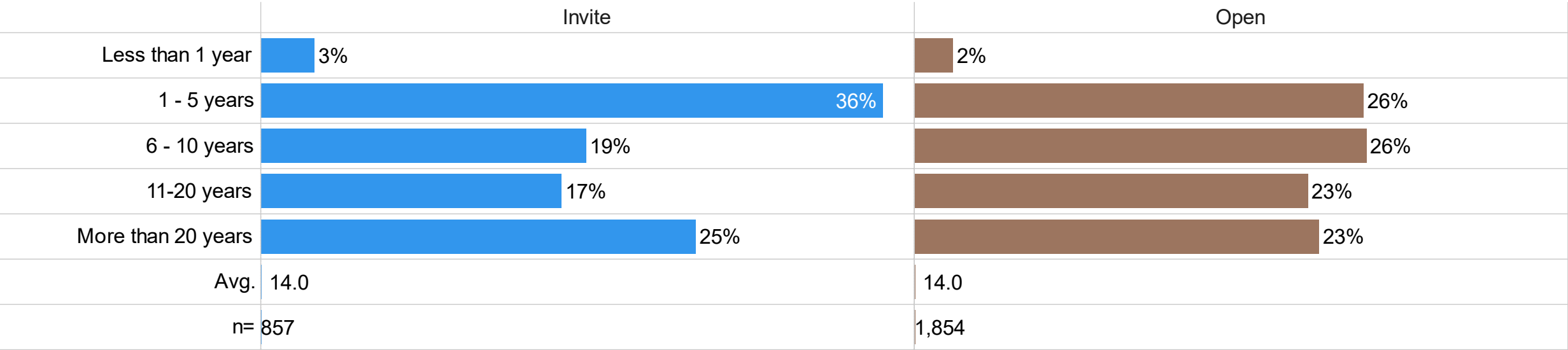


# | LIVING IN BEND

# LENGTH OF TIME IN CENTRAL OREGON

Responses have a share of both newer residents and more long-term resident in Central Oregon. A total of 36% of the Invite sample has lived in the area for 1-5 years, while a quarter have lived in the area for more than 20 years. The average length of time for both samples is 14 years.

How many years have you lived in Central Oregon? Enter 0 if less than a year.



Source: RRC



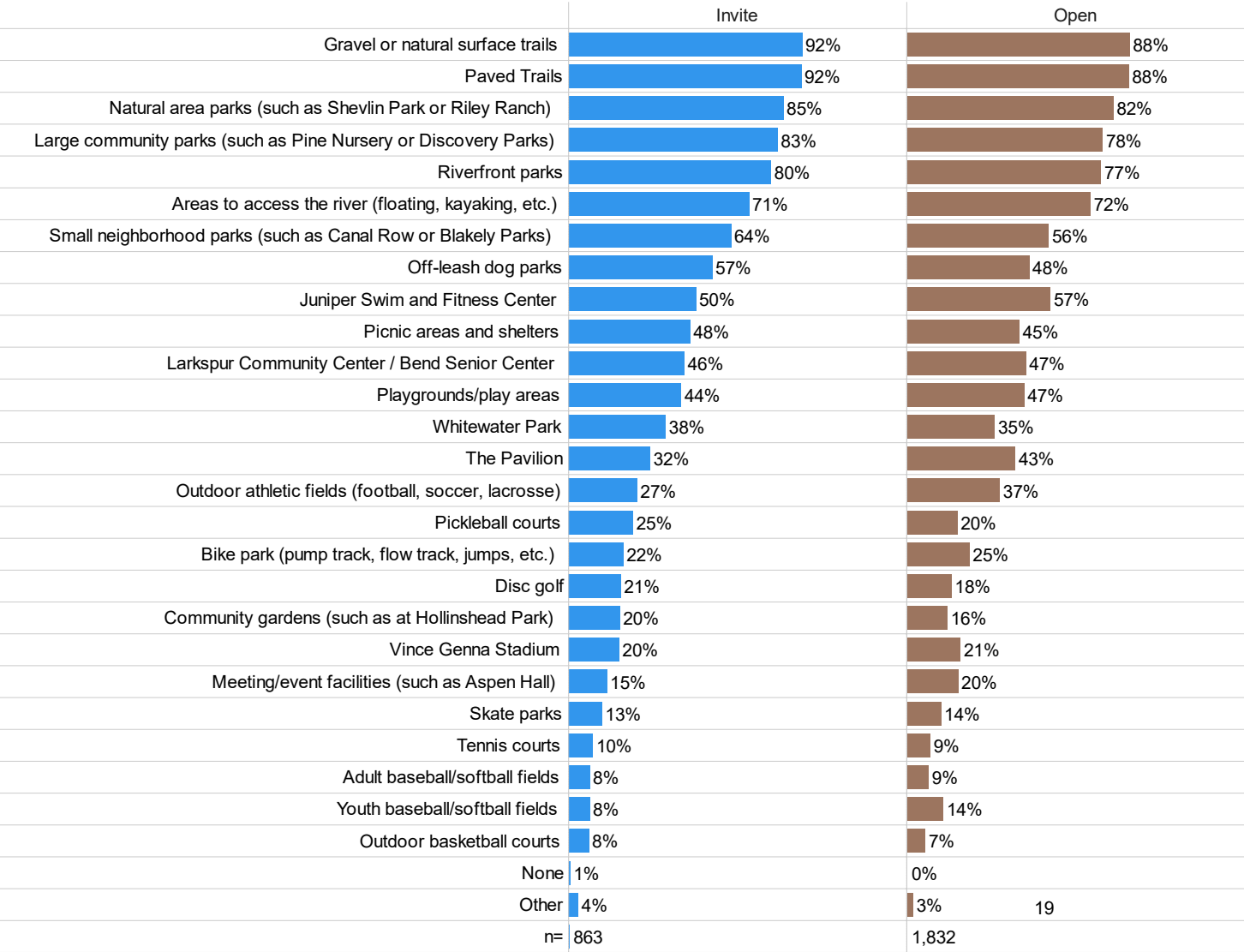


**| CURRENT USAGE**



# USE OF RECREATION FACILITIES

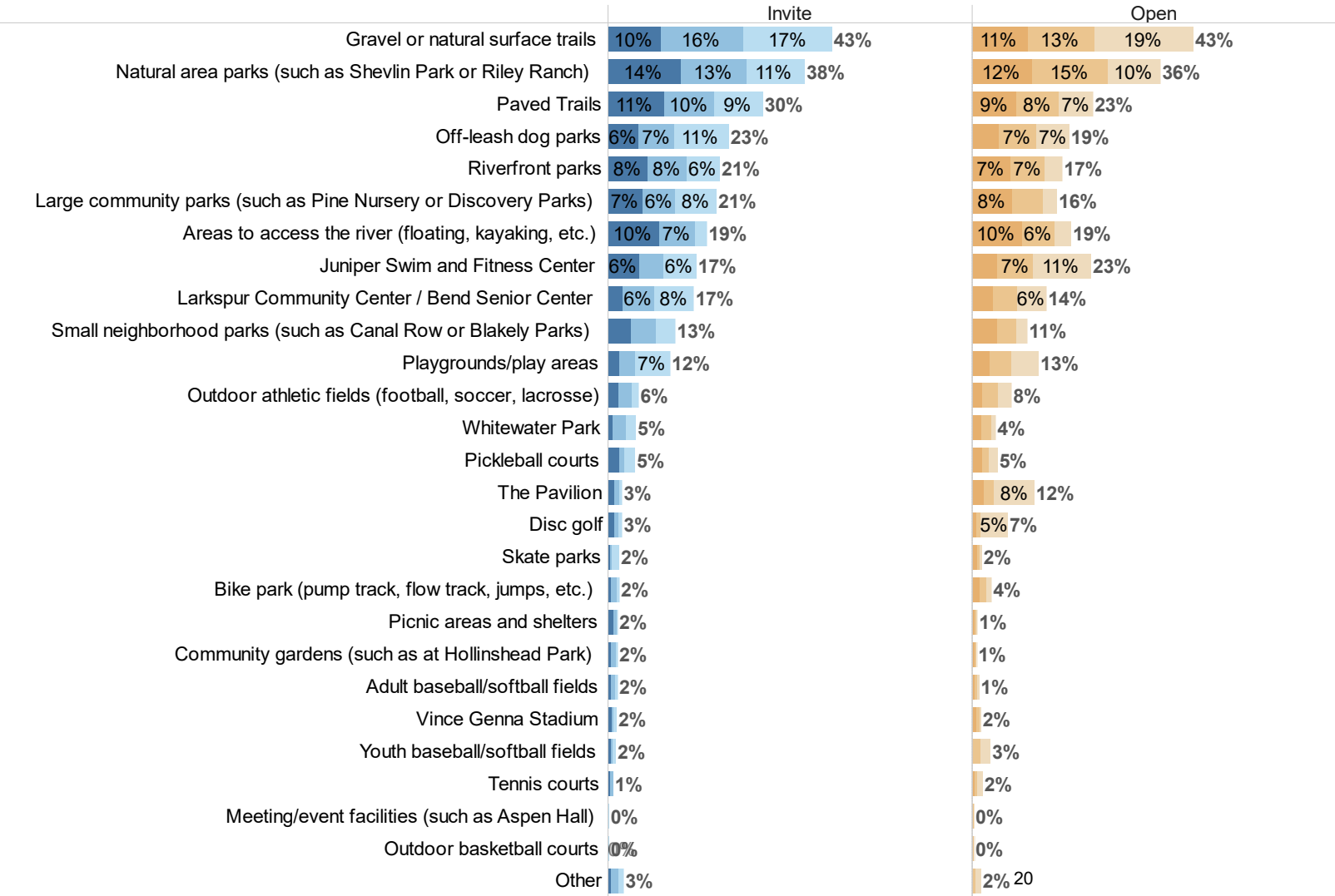
From the following list, please check ALL the recreation facilities you or members of your household have used or visited in the Bend Park and Recreation District (BPRD) over the past 12 months.



- Trails are the most used recreation facility for both samples.
  - At least 9 out of 10 Invite respondents report using trails in the past 12 months.
- Natural area parks, large community parks, river front parks, and access to the river have also been used or visited by at least 70% of both samples in the past 12 months.
- Adult and youth baseball/softball fields and outdoor basketball courts are less frequented by the Invite sample.
- Only 1% of the Invite sample and less than 1% of the Open link sample responded that they have not visited any of the listed recreation facilities in the past 12 months.

# TOP 3 MOST VISITED FACILITIES

Which THREE of the park and recreation facilities listed in the previous question do you and members of your household visit the MOST OFTEN?



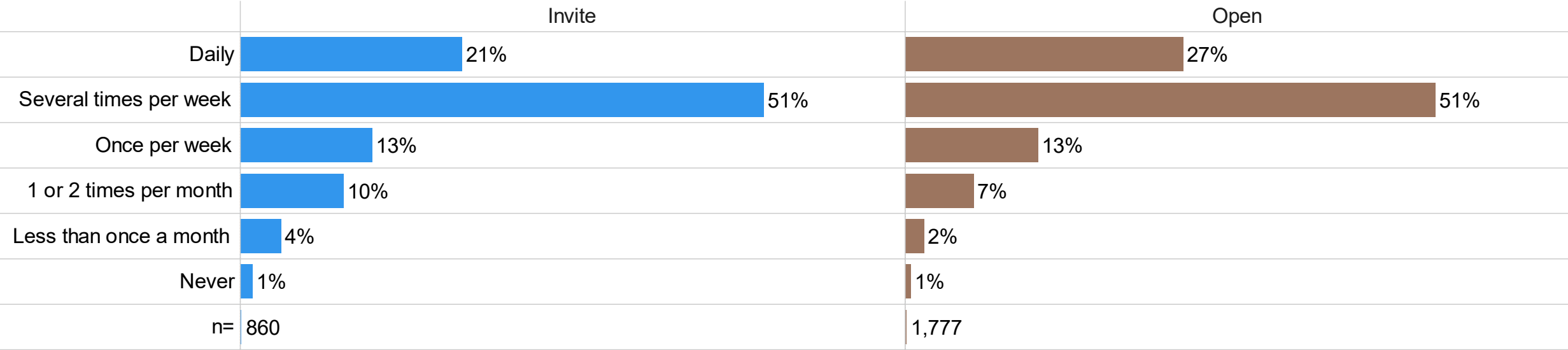
- The top three most visited facilities for both samples are gravel or natural surface trails, natural area parks, and paved trails.
- The Open link sample are more frequent users of Juniper Swim and Fitness Center and The Pavilion, while Invite respondents are more likely to visit Riverfront parks.
  - This is an example of how the Open link may skew to specific user groups.
- Meeting/event facilities and outdoor basketball courts are the least utilized facilities for both samples.

\* Darker colors indicate a higher rating i.e., first choice, second choice, third choice.

# FREQUENCY OF USAGE

Respondents are frequent users of BPRD parks, recreation facilities or trails. Majority of respondents from both samples report visiting these facilities several times per week (51%). However, daily visits are slightly more common in the Open link sample (27%) compared to the Invite sample (21%). Both samples show a very small percentage of respondents who never use the facilities (1%), indicating broad utilization across the surveyed population.

Approximately how often did you or members of your household visit any BPRD park, recreation facilities or trails over the past 12 months?



Source: RRC





**| NEEDS & NEEDS MET**

# PARKS AND TRAILS- NEEDS MET

## INVITE SAMPLE

- There is a strong need for soft surface trails, natural area parks, riverfront parks, and areas to access the river with 83% and above of the Invite sample responding yes.
  - At least half of respondents also said that these parks/trails are currently 100% meeting their needs.
- While there is less of a need for the picnic areas and shelters, the Whitewater Park, and playgrounds/play areas, at least 63% of the sample report that they are 100% meeting the needs of their household.
- Trails and parks that are meeting the needs of the community less include outdoor water playground/splash pad and Community Gardens.

Please indicate if you or any member of your household has a need for, or interest in, each of the park and recreational facilities listed below. Then, if yes, you have a need, please rate how well your need for each facility is being met using the scale below from "100% met" to "0% met" for your household.

**Parks and Trails Facilities**  
Invite Sample

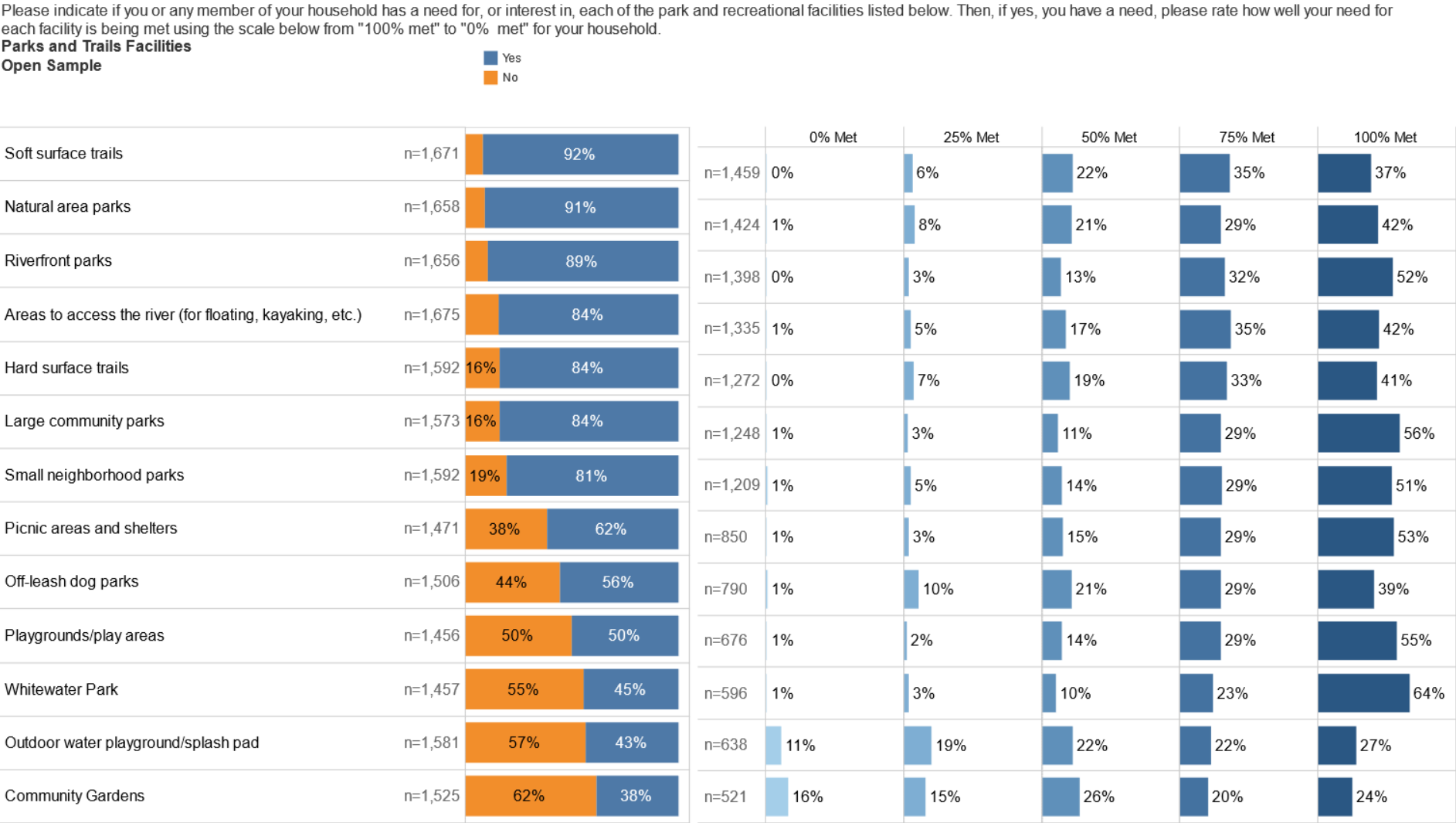
■ Yes  
■ No

				0% Met	25% Met	50% Met	75% Met	100% Met
Soft surface trails	n=807	<div><div>9%</div><div>91%</div></div>	n=716	0%	2%	15%	33%	50%
Natural area parks	n=780	<div><div>7%</div><div>93%</div></div>	n=686	1%	3%	12%	31%	53%
Riverfront parks	n=777	<div><div>12%</div><div>88%</div></div>	n=652	1%	2%	9%	26%	62%
Areas to access the river (for floating, kayaking, etc.)	n=765	<div><div>17%</div><div>83%</div></div>	n=590	1%	3%	11%	34%	51%
Hard surface trails	n=807	<div><div>14%</div><div>86%</div></div>	n=691	0%	2%	14%	29%	54%
Large community parks	n=752	<div><div>15%</div><div>85%</div></div>	n=603	0%	2%	6%	24%	69%
Small neighborhood parks	n=757	<div><div>16%</div><div>84%</div></div>	n=601	0%	4%	12%	26%	58%
Picnic areas and shelters	n=693	<div><div>43%</div><div>57%</div></div>	n=387	1%	2%	9%	25%	63%
Off-leash dog parks	n=741	<div><div>42%</div><div>58%</div></div>	n=419	1%	4%	16%	30%	49%
Playgrounds/play areas	n=692	<div><div>55%</div><div>45%</div></div>	n=317	1%	3%	7%	25%	64%
Whitewater Park	n=692	<div><div>53%</div><div>47%</div></div>	n=298	1%	1%	7%	18%	74%
Outdoor water playground/splash pad	n=693	<div><div>60%</div><div>40%</div></div>	n=261	6%	14%	20%	20%	40%
Community Gardens	n=694	<div><div>65%</div><div>35%</div></div>	n=219	11%	14%	15%	19%	40%

# PARKS AND TRAILS- NEEDS MET

## OPEN LINK SAMPLE

- Soft surface trails and natural area parks show the highest demand with 92% and 91% of respondents indicating a need, however, less have indicated their needs are being 100% met (37% and 42%).
- In contrast, facilities like Community Gardens and outdoor water playgrounds/splash pads have a lower percentage of respondents with a need (38% and respectively 43%), but also exhibit a substantial portion of respondents whose needs are not fully met, indicated by the lower percentages in the 100% met category (24% and 27%).





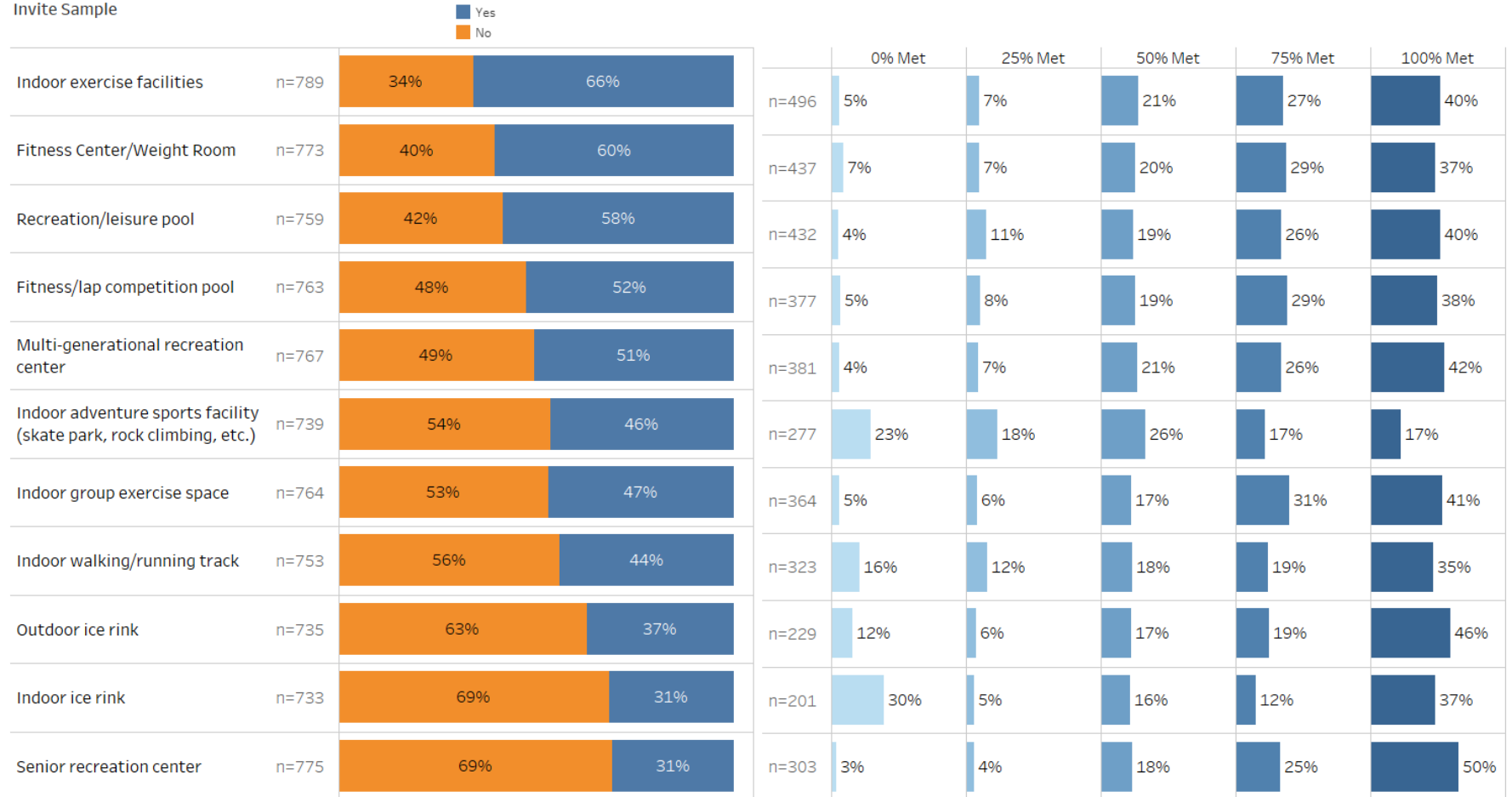
# RECREATION FACILITIES– NEEDS MET

## INVITE SAMPLE

- Indoor exercise facilities have the highest level of need among respondents (66%), followed by fitness centers/weight rooms (60%) and recreation/leisure pools (58%).
- However, the fulfillment of these needs varies, with only 40% feeling their need for indoor exercise facilities is 100% met, and slightly lower for fitness centers/weight rooms and recreation/leisure pools, at 37% and 40% respectively.
- Although less than half (46%) of the sample indicate a need for the indoor adventure sports facility, 41% said it is currently meeting their needs 0-25%.

Please indicate if you or any member of your household has a need for, or interest in, each of the park and recreational facilities listed below. Then, if yes, you have a need, please rate how well your need for each facility is being met using the scale below from "100% met" to "0% met" for your household.

Recreation Facilities  
Invite Sample



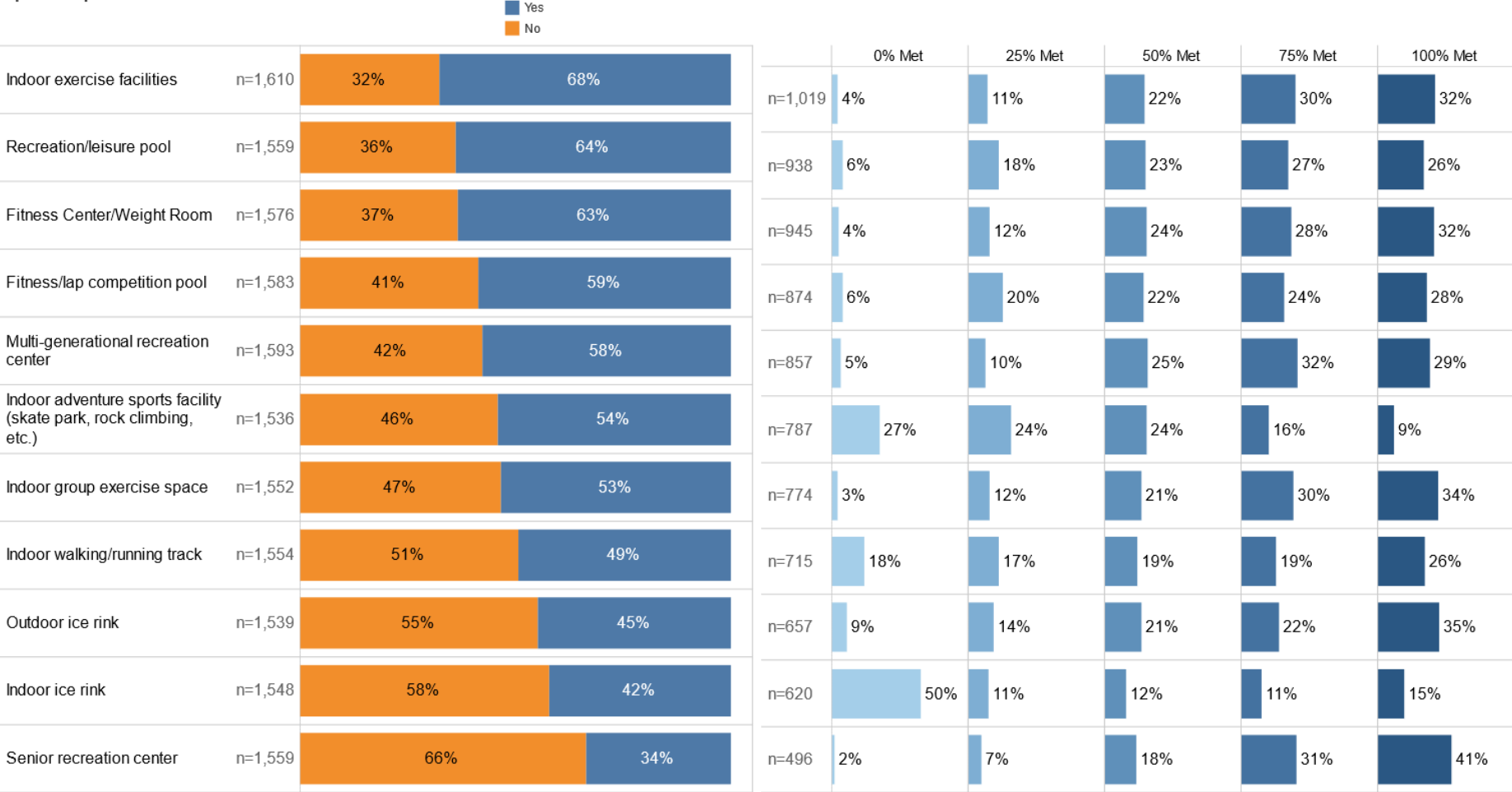
# RECREATION FACILITIES– NEEDS MET

## OPEN LINK SAMPLE

- In general, the Open link sample indicates greater need for recreation facilities and are less positive regarding how well they are meeting the needs of the community.
- Indoor exercise facilities, the recreation/leisure pool, and Fitness Center/Weight Room are the greatest needs.
- While less than half (42%) have a need for an indoor ice rink, 50% say that is not currently meeting the needs of the community at all.

Please indicate if you or any member of your household has a need for, or interest in, each of the park and recreational facilities listed below. Then, if yes, you have a need, please rate how well your need for each facility is being met using the scale below from "100% met" to "0% met" for your household.

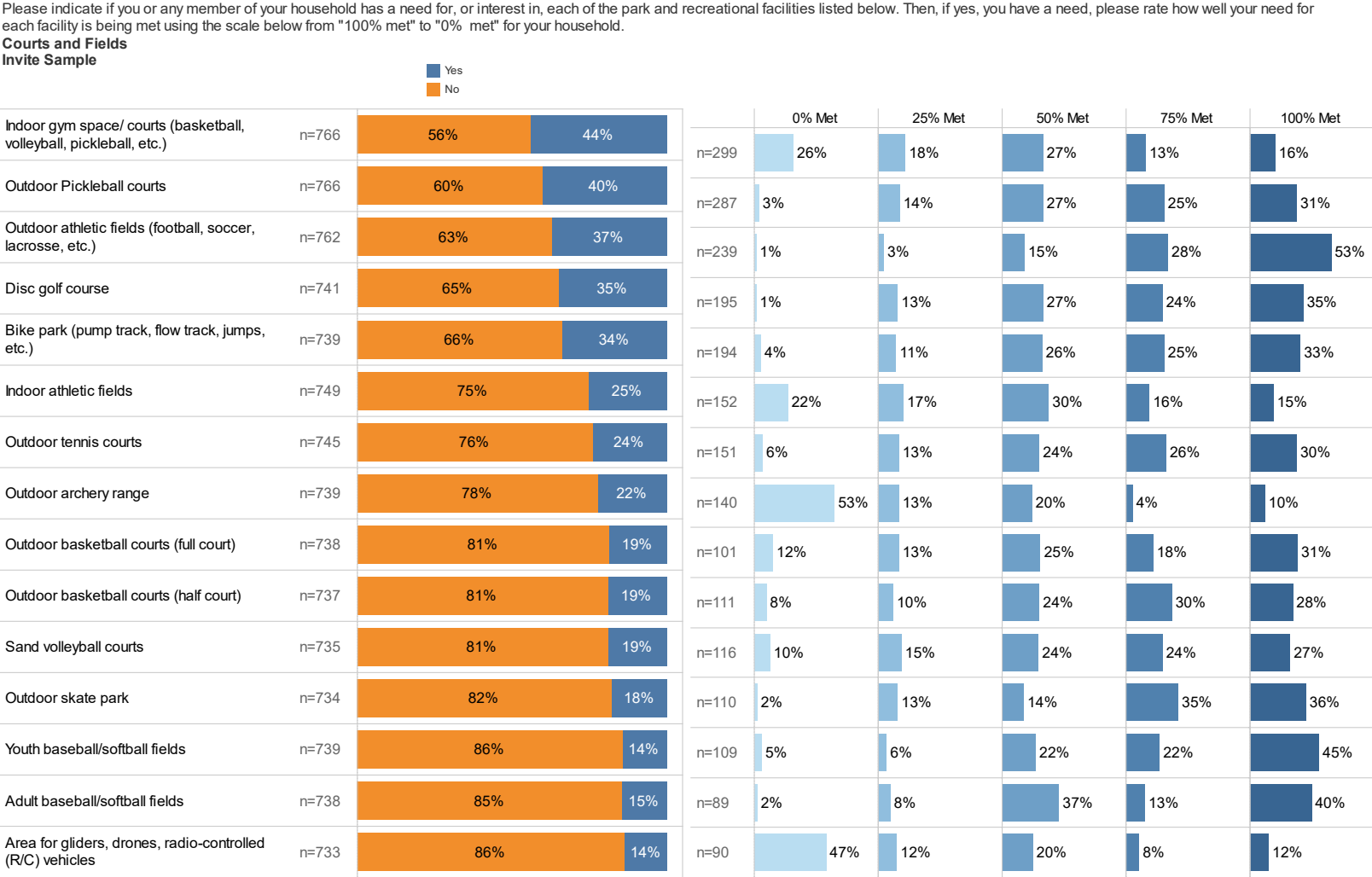
### Recreation Facilities Open Sample



# COURTS AND FIELDS – NEEDS MET

## INVITE SAMPLE

- Overall, there is less of a need for courts and fields according to the Invite sample, however, 44% indicated they do have a need for indoor gym space/courts.
  - Currently, 44% responded that they are only meeting the needs less than 25%.
- While less than a quarter of Invite respondents have a need for outdoor archery range and area for glides, drones and radio-controlled vehicles, these amenities are meeting the needs of the community the least.





# COURTS AND FIELDS – NEEDS MET

## OPEN LINK SAMPLE

- Indoor gym space, outdoor athletic fields and the bike park are the greatest needs for the Open link sample.
  - However, more than half indicate that their needs for indoor gym space/courts are not currently being met
- Indoor athletic fields, outdoor archery range and area for gliders, drones, and radio-controlled vehicles are least meeting the needs of the community currently.

Please indicate if you or any member of your household has a need for, or interest in, each of the park and recreational facilities listed below. Then, if yes, you have a need, please rate how well your need for each facility is being met using the scale below from "100% met" to "0% met" for your household.

### Courts and Fields Open Link Sample

■ Yes  
■ No

Indoor gym space/ courts (basketball, volleyball, pickleball, etc.)	n=1,551	49%	51%
Outdoor athletic fields (football, soccer, lacrosse, etc.)	n=1,563	58%	42%
Bike park (pump track, flow track, jumps, etc.)	n=1,520	62%	38%
Outdoor Pickleball courts	n=1,534	63%	37%
Disc golf course	n=1,516	68%	32%
Indoor athletic fields	n=1,529	69%	31%
Outdoor archery range	n=1,510	75%	25%
Sand volleyball courts	n=1,516	76%	24%
Outdoor tennis courts	n=1,498	79%	21%
Youth baseball/softball fields	n=1,518	80%	20%
Outdoor skate park	n=1,497	81%	19%
Outdoor basketball courts (half court)	n=1,499	81%	19%
Outdoor basketball courts (full court)	n=1,496	82%	18%
Area for gliders, drones, radio-controlled (R/C) vehicles	n=1,502	85%	15%
Adult baseball/softball fields	n=1,498	86%	14%

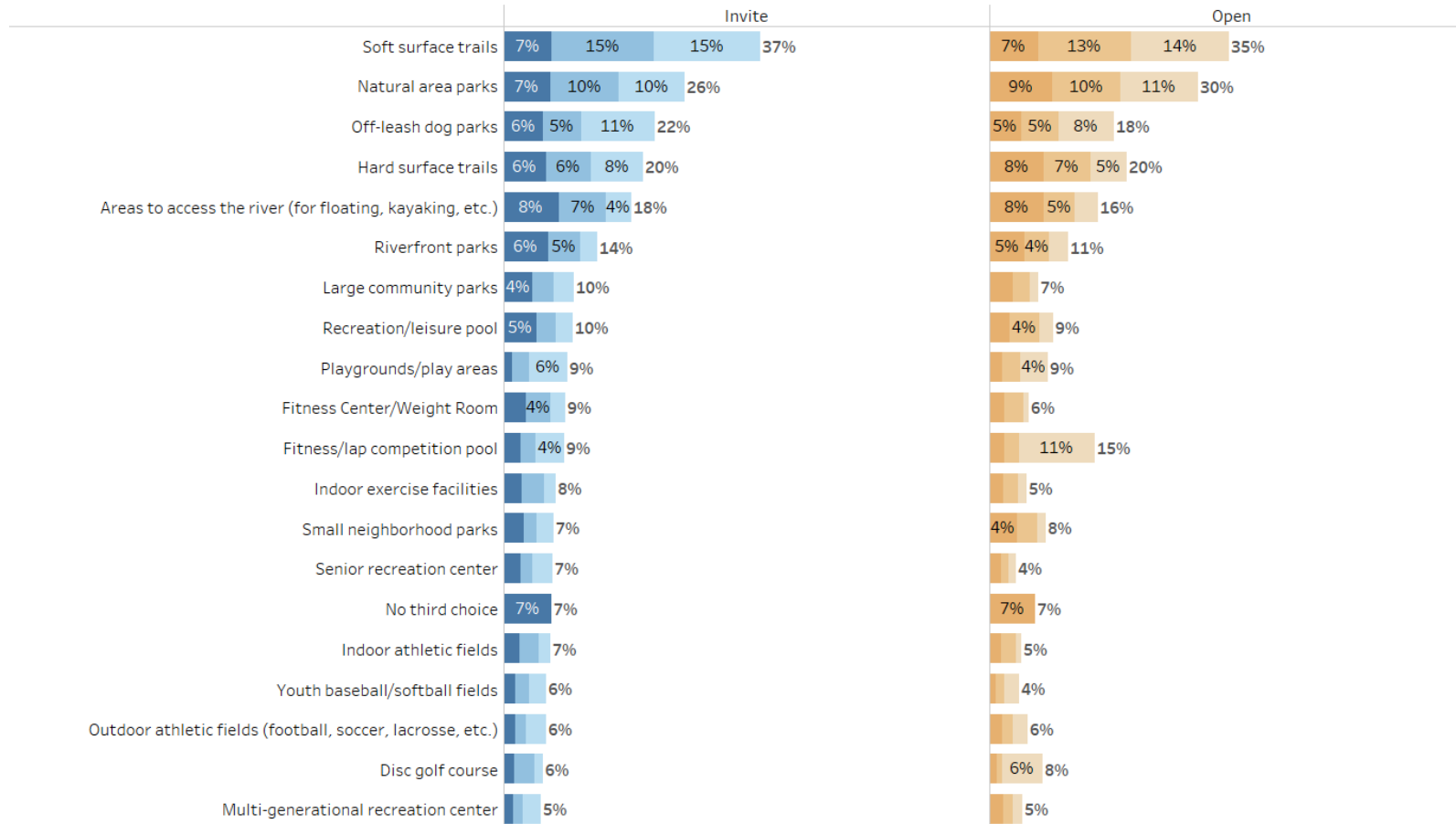
	0% Met	25% Met	50% Met	75% Met	100% Met
n=771	26%	25%	26%	15%	9%
n=630	2%	10%	22%	35%	31%
n=562	7%	16%	32%	28%	16%
n=550	7%	18%	37%	23%	16%
n=480	6%	21%	34%	24%	15%
n=457	40%	20%	20%	13%	7%
n=361	63%	18%	9%	5%	4%
n=345	19%	27%	24%	14%	15%
n=310	6%	21%	30%	25%	19%
n=289	8%	20%	23%	28%	21%
n=276	4%	12%	33%	26%	24%
n=269	7%	17%	35%	21%	19%
n=251	18%	22%	29%	18%	14%
n=215	46%	21%	18%	9%	6%
n=197	3%	12%	26%	29%	29%

# TOP 3 FACILITIES

## SLIDE 1 OF 2

Of all BPRD parks and recreation facilities, soft surface trails and natural area parks are the most important to both samples. Followed by off-leash dog parks and hard surface trails. The Open link feels stronger regarding the fitness/lap competition pool which highlights how the sample can skew a bit more towards specific user groups.

Which THREE of the facilities from the list in the previous questions are MOST IMPORTANT to your household?



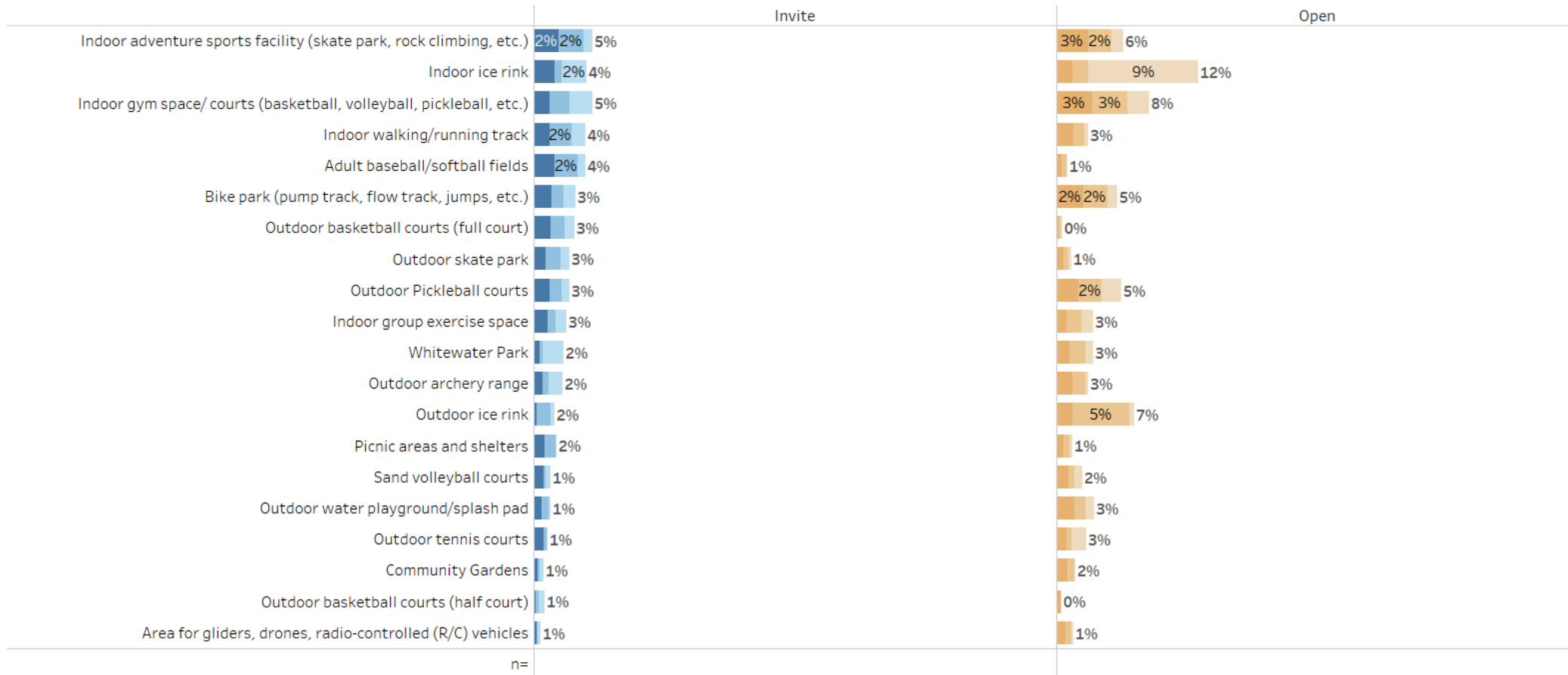
Source: RRC

# TOP 3 FACILITIES

## SLIDE 2 OF 2

Other areas of difference between the two samples include an indoor ice rink, indoor gym space/courts, outdoor pickleball courts and the outdoor ice rink, which are of greater importance to the Open link sample.

Which THREE of the facilities from the list in the previous questions are MOST IMPORTANT to your household?







# | FUTURE PRIORITIES

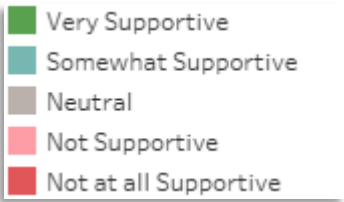
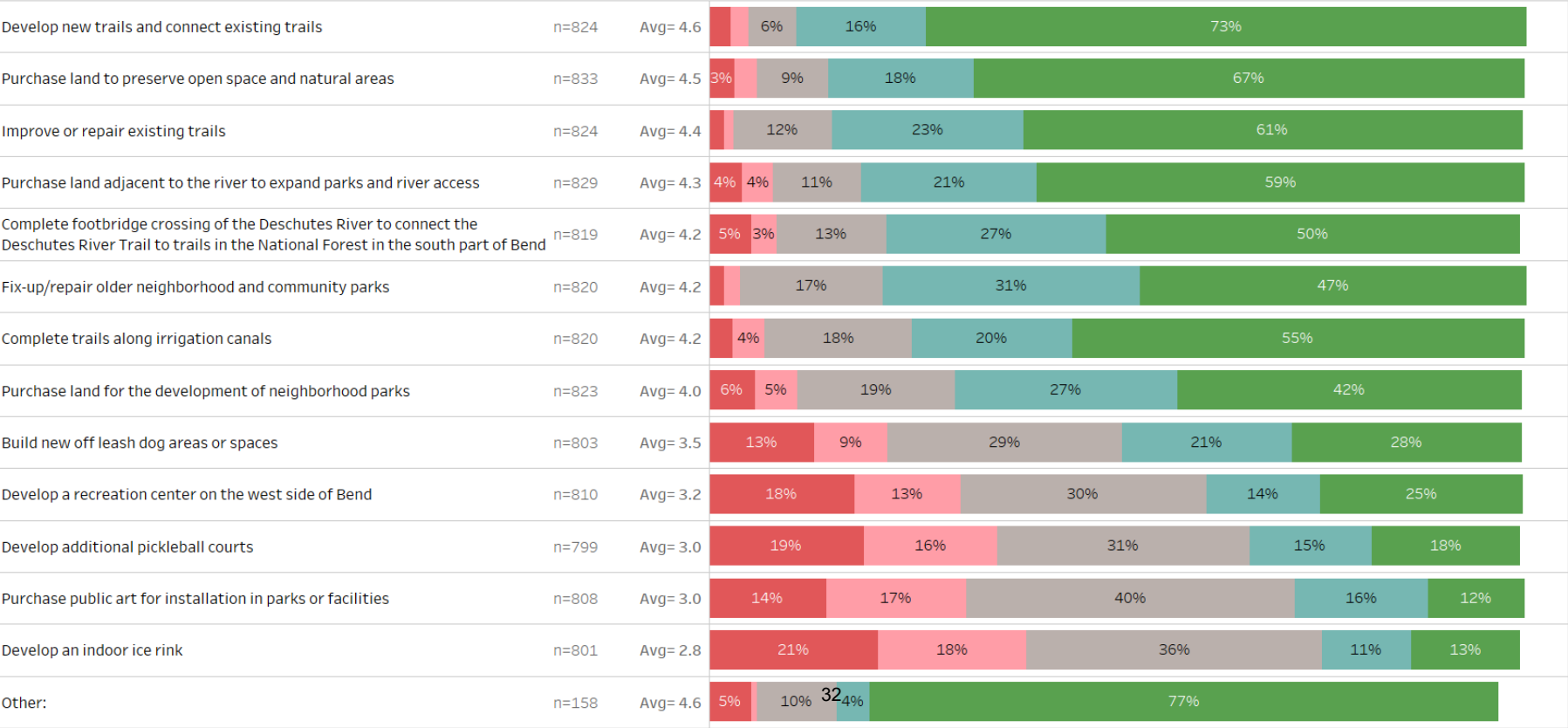


# POSSIBLE ACTIONS

## INVITE SAMPLE

Respondents were asked to rank their support for various proposed actions by BPRD to improve the park and recreation system. Actions such as developing new trails and connecting existing ones, purchasing land to preserve open space, and improving or repairing existing trails garnered the most support, with over 59% of respondents being very supportive. In contrast, less support was shown for building new off-leash dog areas, developing a recreation center on the west side of Bend, and developing additional pickleball courts, with these actions receiving the highest percentages of respondents who were not supportive. Common comments for “other” include: indoor courts and field space, a pool and skatepark.

The following are possible actions that BPRD could take to improve the park and recreation system. Please indicate whether you would be Very Supportive, Somewhat Supportive, Neutral, Not Supportive or Not at All Supportive of each action.



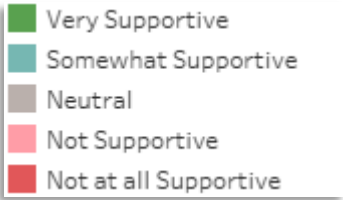
# POSSIBLE ACTIONS

## OPEN LINK SAMPLE

While both samples show the highest support for developing new trails and connecting existing trails, the Open link sample shows a slightly lower average support rating (4.5 vs. 4.6). Additionally, the Open link sample appears to be more critical overall, with higher percentages of respondents indicating they are "Not Supportive" or "Not At All Supportive" across most of the proposed actions, such as developing an indoor ice rink and purchasing public art, which both have a significant increase in opposition compared to the Invite sample.

The following are possible actions that BPRD could take to improve the park and recreation system. Please indicate whether you would be Very Supportive, Somewhat Supportive, Neutral, Not Supportive or Not at All Supportive of each action.

Develop new trails and connect existing trails	n=1,577	Avg= 4.5		9%	15%	72%		
Purchase land to preserve open space and natural areas	n=1,582	Avg= 4.4	3%	3%	10%	17%	66%	
Improve or repair existing trails	n=1,563	Avg= 4.4			15%	23%	59%	
Purchase land adjacent to the river to expand parks and river access	n=1,570	Avg= 4.3	4%	4%	11%	22%	60%	
Complete trails along irrigation canals	n=1,555	Avg= 4.3			17%	19%	59%	
Fix-up/repair older neighborhood and community parks	n=1,562	Avg= 4.1	3%		21%	31%	43%	
Complete footbridge crossing of the Deschutes River to connect the Deschutes River Trail to trails in the National Forest in the south part of Bend	n=1,566	Avg= 4.1	7%	4%	13%	21%	54%	
Purchase land for the development of neighborhood parks	n=1,555	Avg= 4.0	5%	6%	20%	25%	44%	
Develop a recreation center on the west side of Bend	n=1,543	Avg= 3.4	16%	12%	22%	15%	35%	
Build new off leash dog areas or spaces	n=1,498	Avg= 3.2	15%	12%	30%	19%	24%	
Develop additional pickleball courts	n=1,498	Avg= 3.0	19%	15%	34%	15%	18%	
Develop an indoor ice rink	n=1,511	Avg= 3.0	19%	17%	30%	12%	22%	
Purchase public art for installation in parks or facilities	n=1,521	Avg= 2.9	19%	17%	33%	18%	12%	
Other:	n=457	Avg= 4.6	4%	7%	33%		84%	

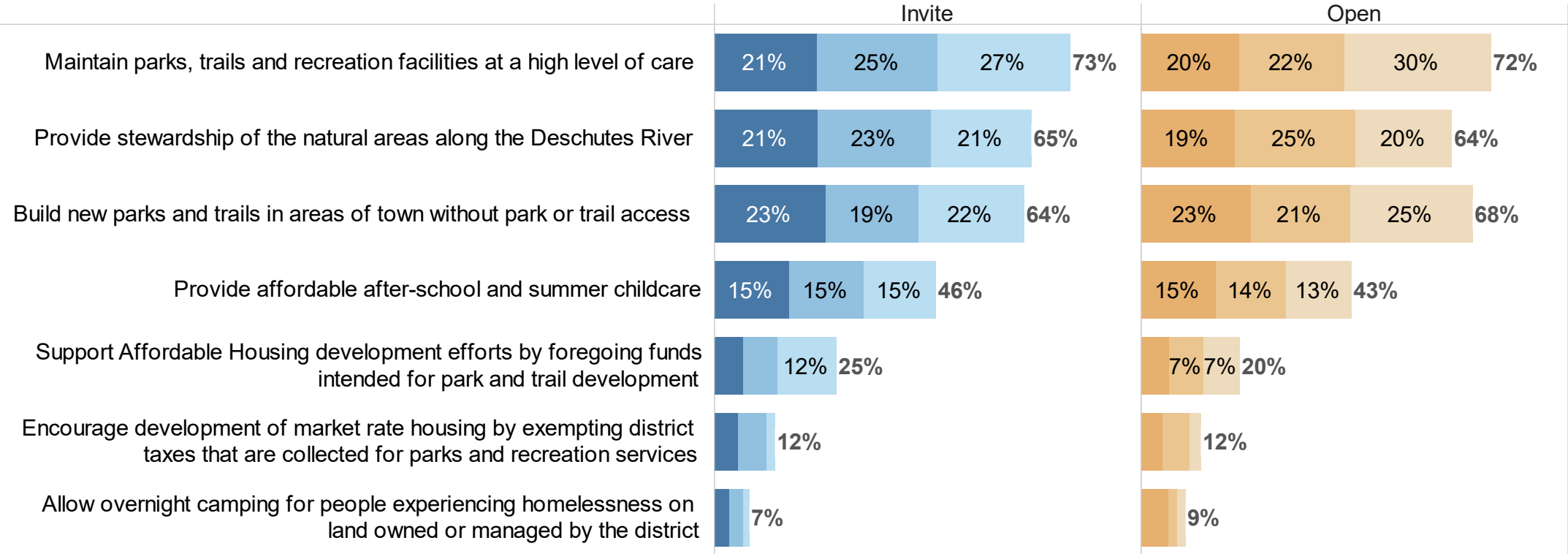




# TOP 3 COMMUNITY ISSUES

The top three most important community issues for both samples are to: maintain parks, trails and recreation facilities at a high level of care, provide stewardship of the natural areas along the Deschutes River, and to build new parks and trails in areas of town without park or trail access. There is little support for allowing overnight camping for people experiencing homelessness on land owned or managed by the district.

Rank the top THREE community issues that you believe are the MOST IMPORTANT for the Bend Park and Recreation District to address.



Source: RRC

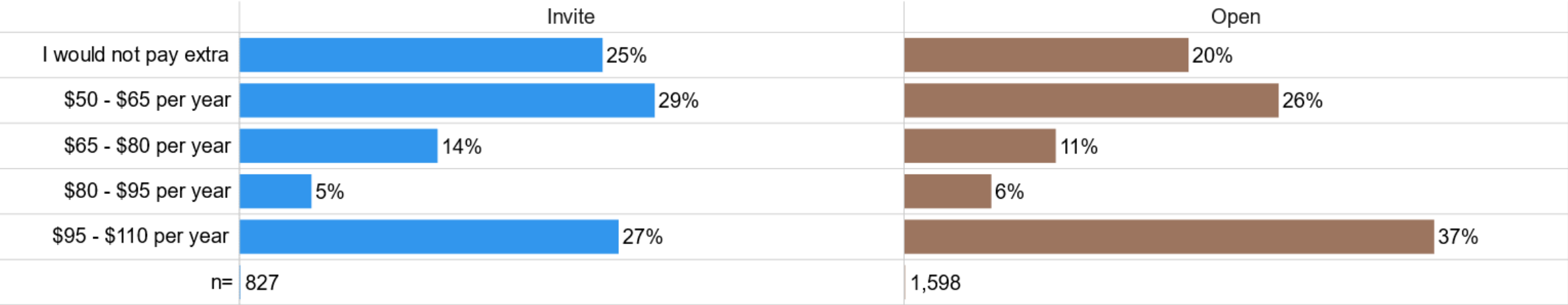


# | FINANCIAL CHOICES

# BONDS

Respondents are generally willing to pay extra to support BPRD in bonds. A higher percentage of the Invite sample (25%) are not willing to pay extra compared to the Open link sample (20%). Conversely, a greater portion of the Open group is willing to pay more, with 37% agreeing to pay between \$95 - \$110 per year, compared to 27% in the Invite group, indicating potentially stronger support for funding these initiatives among the general public. The Open link sample may skew more supportive due to being more active participants in BPRD (self-selecting to participate in the survey).

Bonds are used to fund construction and new development projects for the Bend Park and Recreation District. Bonds must be approved by voters, and funding is provided based on property values. There has been one voter approved bond in 2012 since the formation of the district. Thinking of your answers to the previous questions, what is the maximum amount of additional annual property tax that you would be willing to pay to fund the acquisition, development and operations of the types of parks, trails, fitness, and sports and recreation facilities that are most important to your household?



Source: RRC



# BONDS

## BY INCOME OF INVITE SAMPLE

Households with greater income are willing to pay more per year to support BPRD. A total of 37% respondents earning \$150,000 or more a year are willing to spend \$95-\$110 per year while only 6% of those earning \$25-49,000 a year are willing to spend the same amount.

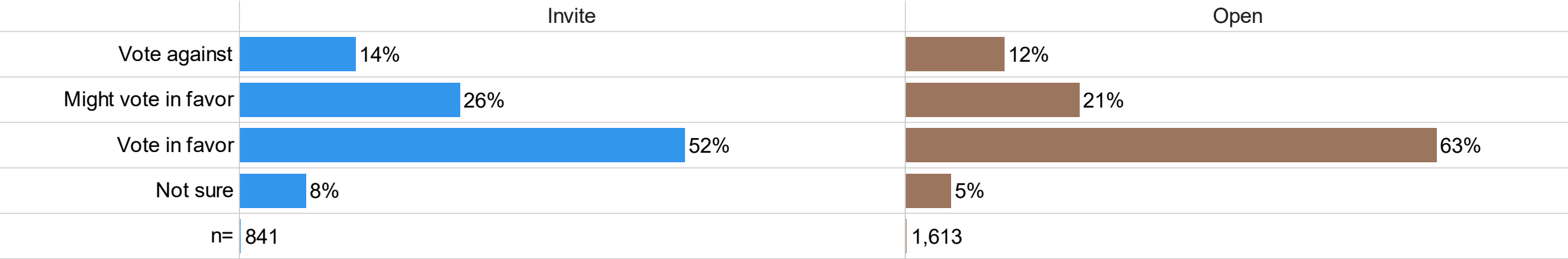
Bonds are used to fund construction and new development projects for the Bend Park and Recreation District. Bonds must be approved by voters, and funding is provided based on property values. There has been one voter approved bond in 2012 since the formation of the district. Thinking of your answers to the previous questions, what is the maximum amount of additional annual property tax that you would be willing to pay to fund the acquisition, development and operations of the types of parks, trails, fitness, and sports and recreation facilities that are most important to your household?

	Under \$25,000	\$25,000-49,000	\$50,000-74,999	\$75,000-99,999	\$100,000-149,999	\$150,000 or more	Overall
I would not pay extra	52%	49%	23%	21%	24%	17%	24%
\$50 - \$65 per year	38%	29%	57%	33%	23%	24%	30%
\$65 - \$80 per year		11%	10%	17%	18%	15%	15%
\$80 - \$95 per year		6%	3%	3%	5%	6%	5%
\$95 - \$110 per year	9%	6%	8%	26%	30%	37%	27%
n=	23	76	83 37	125	194	257	758

# BOND SUPPORT

There is strong support for passing a bond measure with 52% of the Invite sample and 63% of the Open link sample indicated that that would vote in favor. As active users of BPRD parks and facilities, the Open link shows more support for a bond measure.

How willing are you to vote for a bond measure to fund the acquisition, improvement, or the development of the types of parks, trails, fitness, and sports and recreation facilities that are most important to your household?



Source: RRC

# BOND SUPPORT

## BY INCOME OF INVITE SAMPLE

Respondents earning a greater annual income are more likely to support voting for a bond measure.

How willing are you to vote for a bond measure to fund the acquisition, improvement, or the development of the types of parks, trails, fitness, and sports and recreation facilities that are most important to your household?

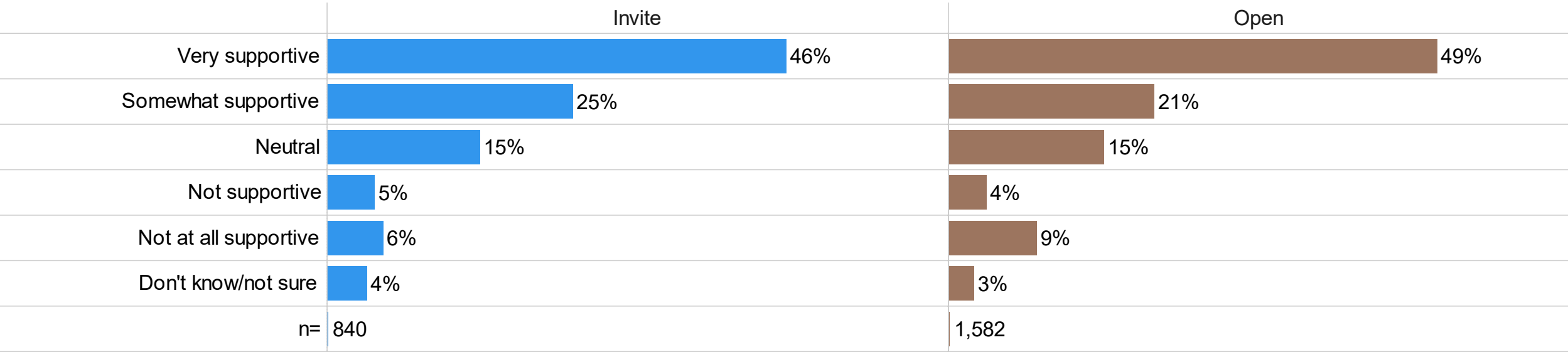
	Under \$25,000	\$25,000-49,000	\$50,000-74,999	\$75,000-99,999	\$100,000-149,999	\$150,000 or more	Overall
Vote in favor	31%	32%	47%	53%	60%	59%	54%
Might vote in favor	14%	33%	34%	30%	21%	27%	27%
Vote against	20%	21%	7%	12%	10%	11%	12%
Not sure	35%	14%	13%	6%	9%	3%	8%
n=	24	79	86	126	196	259	770



# BRIDGE SUPPORT

The survey data reveals widespread community support for the Bend Park and Recreation District's (BPRD) plan to build a footbridge across the Deschutes River. With nearly 70% approval from both the selectively invited respondents and the wider public participating via an open link, there's a clear majority in favor of the initiative. This suggests that the community sees significant value in the project, likely due to the anticipated improvements in accessibility and recreation it would bring.

How supportive are you of BPRD completing a footbridge crossing of the Deschutes River, which would connect the Deschutes River Trail on the south end of Bend to the Deschutes National Forest, near the Rimrock Trailhead (Good Dog off-leash area)?



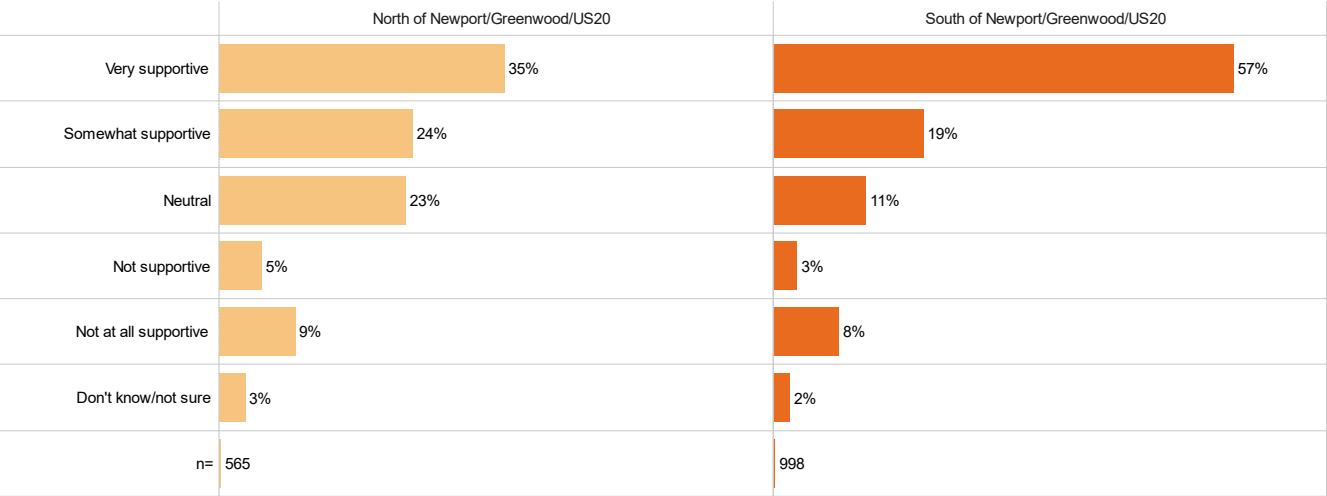
Source: RRC

# BRIDGE SUPPORT

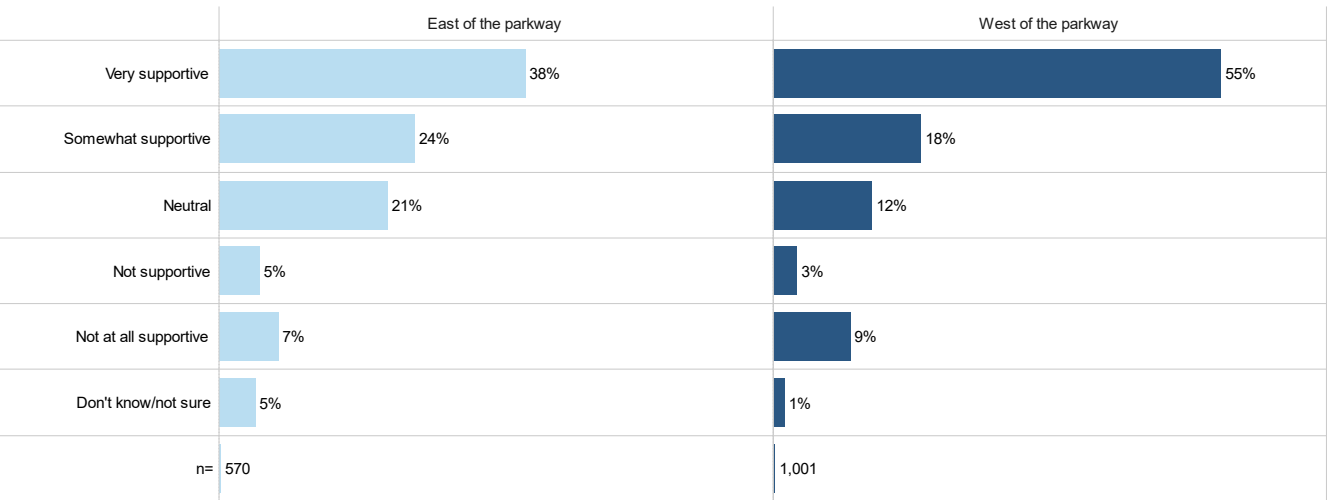
## BY AREA OF OPEN LINK SAMPLE

- Areas west of the parkway and south of Newport/Greenwood/US20 are most supportive of BPRD completing a footbridge across the Deschutes River with at least 55% saying they are very supportive.
- The least supportive area of town is North of Newport/Greenwood/US20 with 14% of the Open link sample responding that they are not supportive or not at all supportive.

How supportive are you of BPRD completing a footbridge crossing of the Deschutes River, which would connect the Deschutes River Trail on the south end of Bend to the Deschutes National Forest, near the Rimrock Trailhead (Good Dog off-leash area)?



Source: RRC

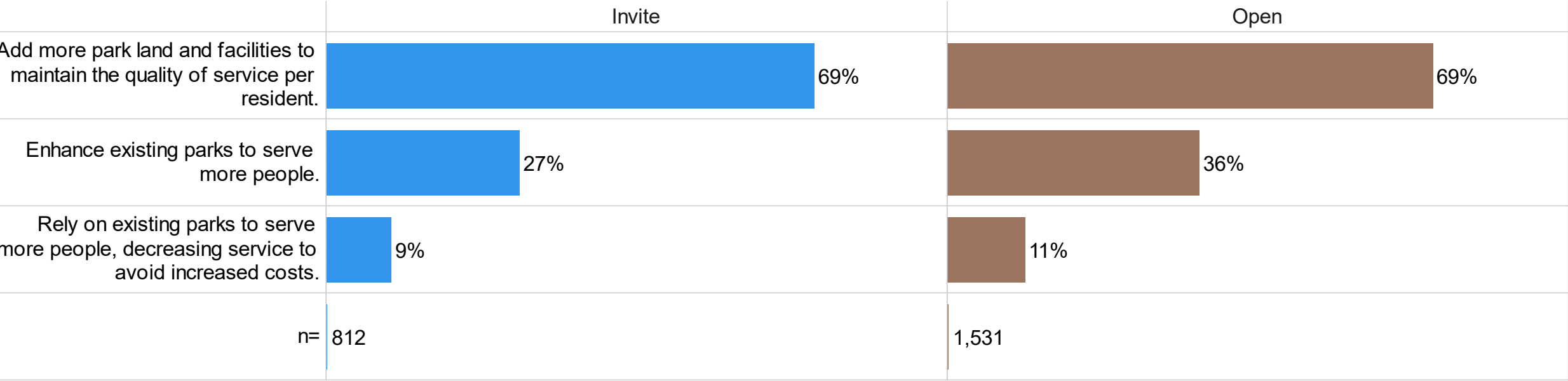


Source: RRC

# GROWTH IN BEND

Both samples show an equal preference for adding more park land and facilities to maintain service quality per resident, with 69% support. The Open sample has a noticeably higher preference (36%) for enhancing existing parks to serve more people compared to the Invite sample (27%), while both groups show low support (9% and 11%) for relying on existing parks to serve more people at decreased service levels to avoid increased costs.

Future growth in Bend will increase the density of housing in some neighborhoods. Which of the following approaches to serving more densely populated areas do you support? (Mark all that apply)


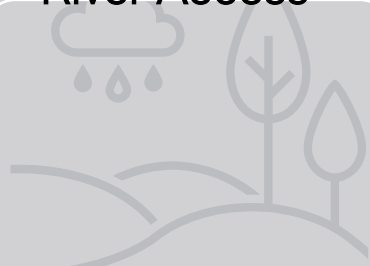
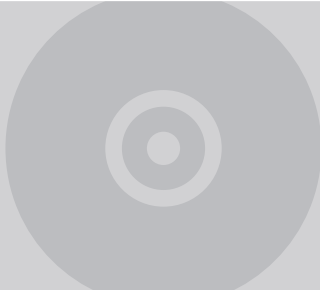




Source: RRC



# ADDITIONAL COMMENTS & SUGGESTIONS

At the end of the survey, respondents were given an opportunity to provide any additional comments or suggestions for BPRD. A total of 1,211 comments were collected, with key themes highlighted below. A full list of comments can be found in the Appendix.

Swimming and Water Facilities	Natural Parks and River Access	Disc Golf and Recreational Courses	Homelessness, Housing, and Park Usage	Indoor Facilities and Ice Rinks
				
<ul style="list-style-type: none"><li>-Focus on swimming pools and water-related amenities.</li><li>-Discussions about lap pools, Juniper pool, and facilities for children.</li><li>-Emphasis on the need for improved or expanded water facilities.</li></ul>	<ul style="list-style-type: none"><li>-Pertains to natural parks, river access, and trails in Bend.</li><li>-Importance of maintaining and enhancing access to natural areas.</li><li>-Highlighting trails and the South Bend river areas.</li></ul>	<ul style="list-style-type: none"><li>-Revolves around disc golf and related facilities.</li><li>-Mention of courses and the sport's popularity in Oregon.</li><li>-Support for new or existing disc golf facilities.</li></ul>	<ul style="list-style-type: none"><li>-Covers issues related to homelessness and housing.</li><li>-Impact of these social issues on parks and recreational areas.</li><li>-Reflects concerns about park use and broader social challenges in Bend.</li></ul>	<ul style="list-style-type: none"><li>-Focused on the need for indoor facilities like ice rinks and sports fields.</li><li>-Demand for diverse indoor recreational options.</li><li>-Emphasis on community facilities.</li></ul>

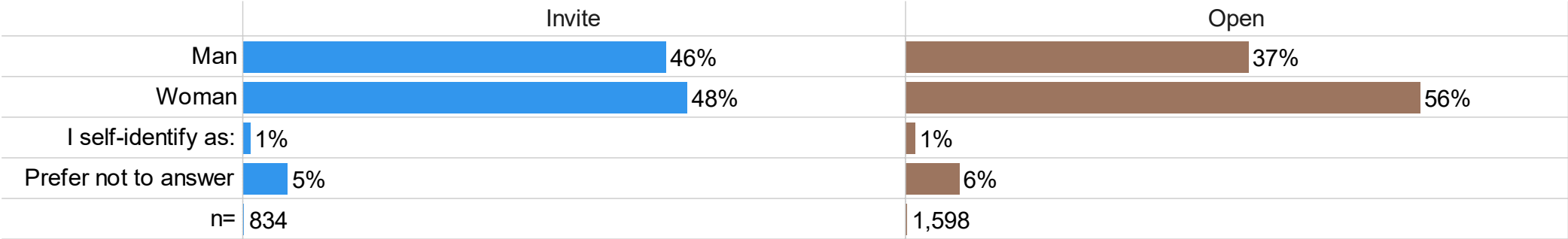


# | DEMOGRAPHICS

# GENDER & AGE

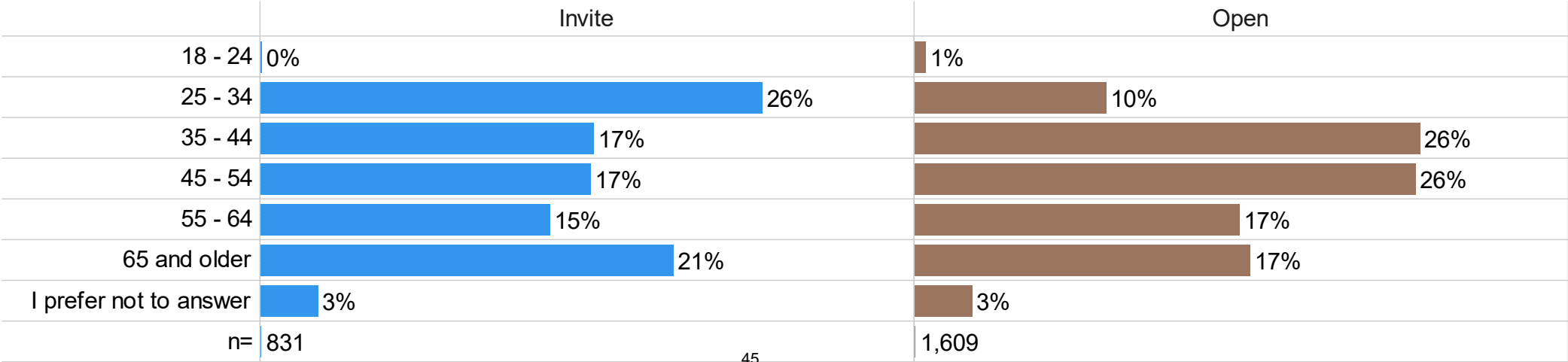
The Invite sample was weighted by age and gender using US Census data to better represent the community.

Please indicate the gender with which you identify:



Source: RRC

What is your age?



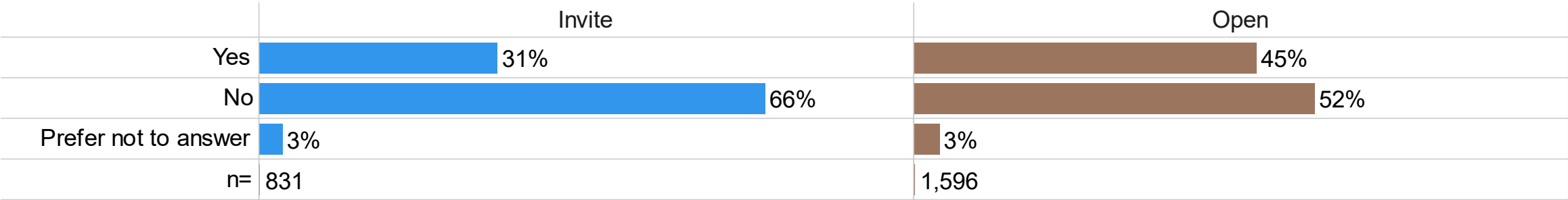
Source: RRC 41



# HOUSEHOLD MAKEUP

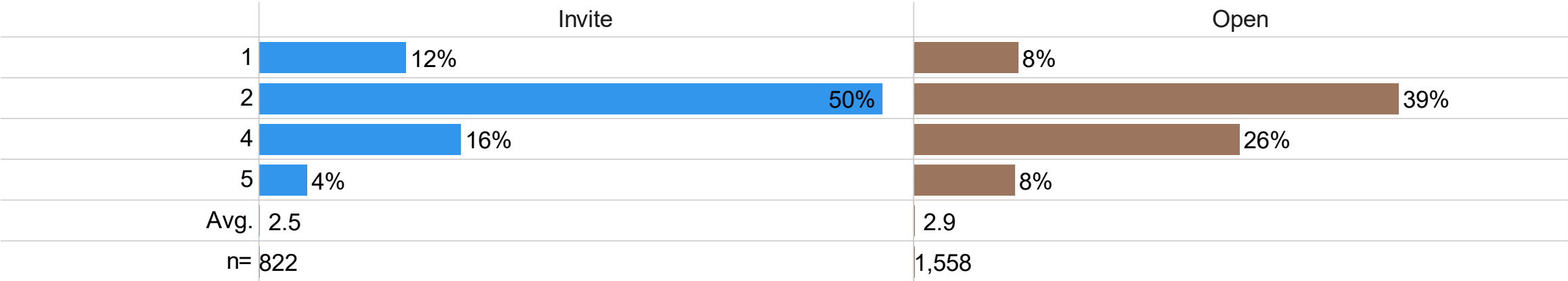
The Open link sample is more likely to be families with children at home.

Do any children under the age of 18 live in your home?



Source: RRC

Counting yourself, how many people live in your household?

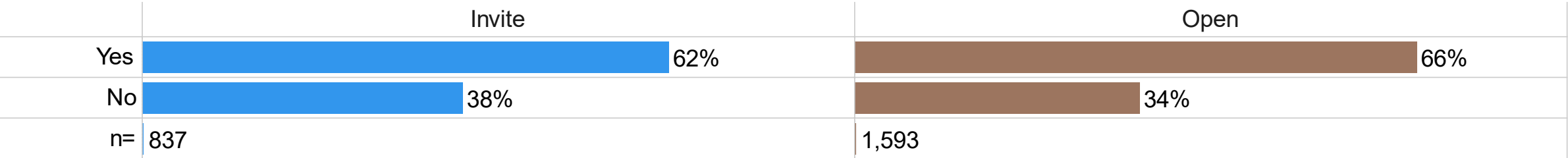


Source: RRC

# DOG OWNERSHIP & ADA NEEDS

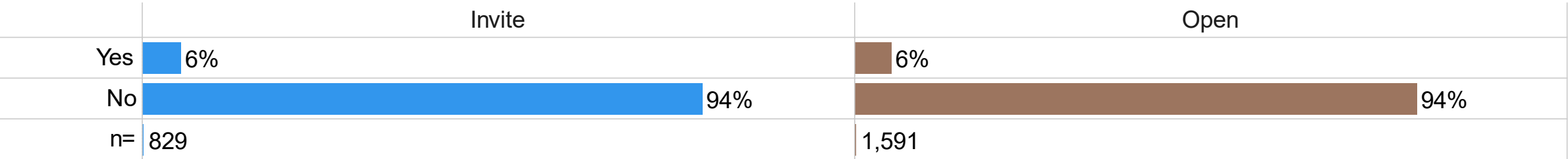
Over half of both samples own a dog, and 6% have a need for ADA-accessible facilities and services.

Do you or a member of your household own a dog?



Source: RRC

Does your household have a need for ADA-accessible (Americans with Disabilities) facilities and services?

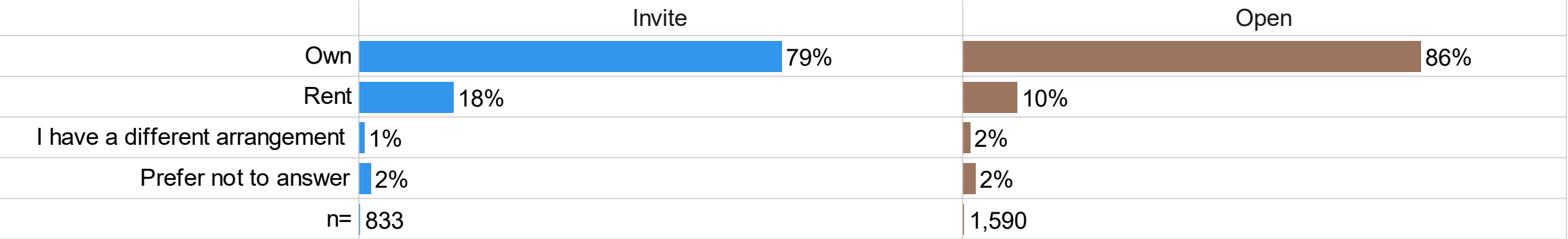


Source: RRC

# HOUSE OWNERSHIP & LANGUAGE SPOKEN

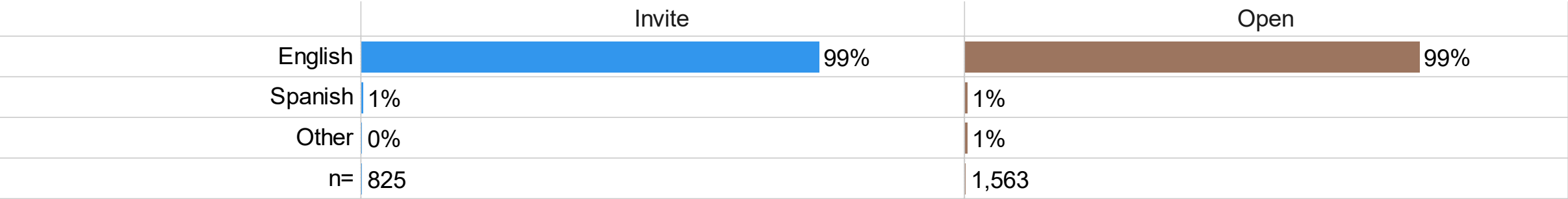
The Open link sample is more likely to own their home. Nearly all respondents report English being their household's primary language.

Do you own or rent your home, or do you have a different arrangement in Bend?



Source: RRC

What is your household's primary language?



Source: RRC



# ETHNICITY & RACE

The Invite sample was weighted by ethnicity to better represent the community.

Are you of Spanish, Hispanic, or Latino origin?

	Invite	Open
Yes	<div><div></div>9%</div>	<div><div></div>6%</div>
No	<div><div></div>91%</div>	<div><div></div>94%</div>
n=	813	1,551

What race do you consider yourself to be? (CHECK ALL THAT APPLY)

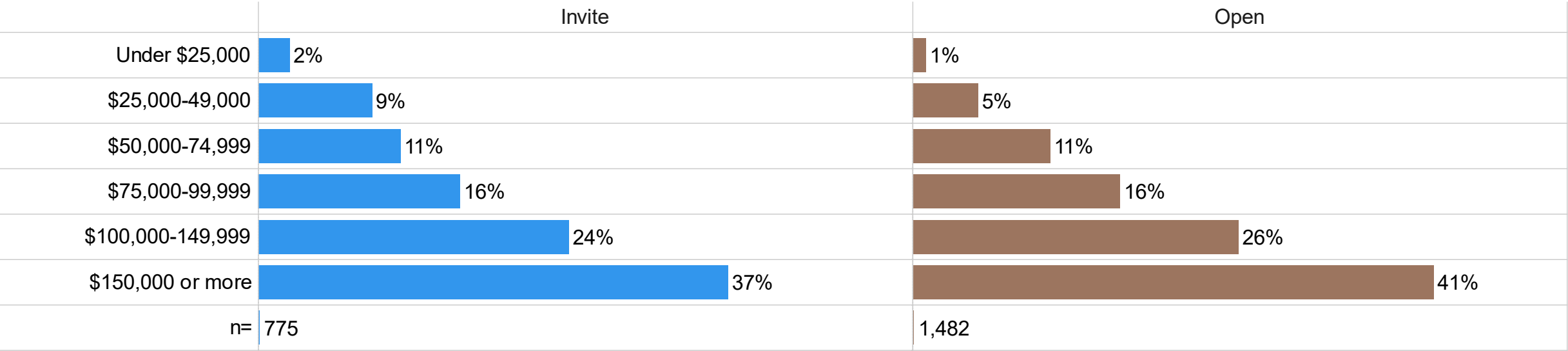
	Invite	Open
American Indian and Alaska Native	<div><div></div>2%</div>	<div><div></div>2%</div>
Asian	<div><div></div>3%</div>	<div><div></div>2%</div>
Black or African American	<div><div></div>1%</div>	<div><div></div>1%</div>
White	<div><div></div>95%</div>	<div><div></div>94%</div>
Native Hawaiian and Other Pacific Islander	<div><div></div>1%</div>	<div><div></div>1%</div>
Some other race	<div><div></div>5%</div>	<div><div></div>5%</div>
n=	804	1,508

Source: RRC

# INCOME

Respondents skew more affluent with 37% of the Invite sample and 41% of the Open link sample earning \$150,000 or more annually.

Which of these categories best describes the total gross annual income of your household (before taxes)?



Source: RRC



# THANK YOU!

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**RRC**

**RRC Associates**

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80303

(303) 449-6558

[www.rrcassociates.com](http://www.rrcassociates.com)



**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	January 2, 2024
<b>SUBJECT:</b>	Comprehensive Plan & Level of Service Update
<b>STAFF RESOURCE:</b>	Henry Stroud, Planner Sara Anselment, Planner
<b>PREVIOUS BOARD ACTION:</b>	Adopted Comprehensive Plan July 17, 2018; Level of Service & Comprehensive Plan updates December 17, 2019, February 16, 2021, January 18, 2022, and February 7, 2023
<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**

The district's current comprehensive plan was adopted in July 2018, and identifies level of service (LOS) targets for three types of park facilities:

Neighborhood and Community Parks:	7.85 acres per 1,000 residents
Regional Parks:	10 acres per 1,000 residents
Trails:	1 mile per 1,000 residents

In order to meet the LOS targets as the district's population increases, the comprehensive plan identifies 99 separate trail, park and facility projects. Funding for some of these projects is identified in the system development charge (SDC) capital project list and in the district's five-year capital improvement plan (CIP).

The district also works to provide a park within a ½ mile walking distance to as many residents as possible. To do so, the district uses a walkshed analysis model to determine which parts of the district are currently served by parks and to help identify the best location for new parks. The walkshed analysis was used to help shape the twenty-eight park search areas and six crossing improvement areas identified in the comprehensive plan.

District staff will provide updates on how well we are meeting each of the three LOS targets, our updated walkshed and inequity score analyses, and a high level status update of the 99 projects in the 2018 Comprehensive Plan.

**BUDGETARY IMPACT**

None

**STAFF RECOMMENDATION**

None

**MOTION**

None

**ATTACHMENT**

None

**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	January 02, 2024
<b>SUBJECT:</b>	Update for Sawyer Park Asset Replacement Project
<b>STAFF RESOURCE:</b>	Bronwen Mastro, Landscape Architect
<b>PREVIOUS BOARD ACTION:</b>	<p>November 16, 2021 – Sawyer Park Project Review</p> <p>March 01, 2022 – Approve Design Consultant Contract</p> <p>October 04, 2022 – Approve Preferred Concept Design</p> <p>October 04, 2022 - Adopt Resolution No. 2022-06 authorizing a 2022 Land and Water Conservation Fund Grant Application for Sawyer Park</p> <p>December 20, 2022 - Approve Design Consultant Additional Services Contract Amendment</p> <p>March 21, 2023 – Adopt Resolution No. 2023-02 authorizing a 2023 Local Government Grant Application for Sawyer Park</p>
<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**

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 ten years of parks and recreation in Bend, identifies a renovation project at Sawyer Park. This project is also included in the district's 2024-28 Capital Improvement Plan (CIP) for implementation.

On March 01, 2022, the Board of Directors awarded a professional design services contract to GreenWorks P.C. to prepare a concept design for the park. On October 04, 2022, the board approved a Preferred Concept Design for the project and adopted Resolution No. 2022-06, which authorized the executive director to apply to the Oregon Parks and Recreation Department for a 2022 Land and Water Conservation Fund (LWCF) grant in support of improvements at Sawyer Park.

On December 20, 2022, the Board of Directors approved an amendment to the Professional Design Services Contract to GreenWorks P.C. to complete design of an expanded scope and subsurface

archeological testing. The additional scope was a result of the public outreach process and includes permanent restrooms, extended accessibility improvements and additional picnic facilities. On March 21, 2023 the board approved Resolution 2023-02 authorizing staff to submit a grant application to the Local Government Grant Program (LGGP) to help fund the additional scope.

Since then, the project team completed the cultural resources survey of the park. An archeological site is recorded within the park boundary and overlaps the project area. Because of the high potential for buried archaeological deposits, subsurface archeological testing was required. To complete the subsurface testing the consultant team obtained an Oregon State Historic Preservation Office (SHPO) permit to perform a cultural resources survey. The survey resulted in expansion of the archeological site boundary and determined that the project design needed to be adjusted to avoid disturbing cultural resources. The final Cultural Resources Survey Report has been submitted to the National Park Service who will lead ongoing coordination and communication with SHPO and the Confederated Tribes of Warm Springs to ensure the project approach will be satisfactory to all stakeholders.

During the board meeting, staff will share an overall update on the project and explain the proposed adjustments to the design to mitigate impacts to cultural resources in the park (Attachment A).

#### **BUDGETARY IMPACT**

The 2024-2028 CIP allocates \$2,902,574 for the project - \$1,603,411 in property tax funds and \$1,299,163 in LWCF grant funds (alternative funds). To date, the board awarded the design contract, including the amendment, to Greenworks for a total of \$340,280.69. The remaining funding is designated for permitting, construction and other miscellaneous owner's costs.

Since the approval of the 2024-2028 CIP, the district received an additional \$749,163 in grant funds from the LGGP, bringing the total alternative funds for the project to \$2,048,326. These additional grant funds will be reflected in next year's CIP.

#### **STAFF RECOMMENDATION**

None

#### **MOTION**

None

#### **ATTACHMENT**

Attachment A - Revised Concept Design Plan





## KEY NOTES

### EXISTING ELEMENTS:

- ① HISTORIC STONE WALL
- ② EXISTING PATHWAY
- ③ EXISTING PICNIC AREA
- ④ OVERHEAD POWER LINES
- ⑤ SOUTH ENTRY ALONG O.B. RILEY RD

### PROPOSED ELEMENTS:

- ⑥ DROP-OFF & TURNAROUND
- ⑦ BIKE PARKING
- ⑧ MOTORCYCLE PARKING
- ⑨ 6' WIDE PATH
- ⑩ 10' WIDE TRAIL
- ⑪ OVERLOOK W/ PICNIC TABLES
- ⑫ RESTROOMS
- ⑬ RE-ORIENTED ENTRY SIGN
- ⑭ VEHICULAR GATE
- ⑮ FUTURE BUS STOP
- ⑯ BOLLARDS
- ⑰ SHELTER
- ⑱ MAINTENANCE ACCESS ROAD
- ⑲ KIOSK
- ⑳ HABITAT PLANTINGS W/ INTERPRETIVE SIGNAGE

## LEGEND

- PROPERTY LINE
- EXISTING PINE TREE
- EXISTING JUNIPER TREE
- ▨ PLANTING AREA
- ▬ PROPOSED TRAILS
- ▬ EXISTING TRAILS
- ADA PICNIC TABLE
- BENCH
- ||||| ADA ROUTE

## PARKING COUNTS

49 CAR STALLS, INCL. 3 ADA  
18 BIKE STALLS  
2 MOTORCYCLE STALLS

SCALE: 1" = 30'-0"



# CONCEPT PLAN

SAWYER PARK

BEND, OR

DECEMBER 2023

56





KEY NOTES

EXISTING ELEMENTS:

- ① HISTORIC STONE WALL
- ② EXISTING PATHWAY
- ③ EXISTING PICNIC AREA
- ④ OVERHEAD POWER LINES
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- ⑱ MAINTENANCE ACCESS ROAD
- ⑲ KIOSK
- ⑳ HABITAT PLANTINGS W/ INTERPRETIVE SIGNAGE

LEGEND

- PROPERTY LINE
- EXISTING PINE TREE
- EXISTING JUNIPER TREE
- PLANTING AREA
- PROPOSED TRAILS
- EXISTING TRAILS
- ADA PICNIC TABLE
- BENCH
- ||||| ADA ROUTE

PARKING COUNTS

49 CAR STALLS, INCL. 3 ADA  
18 BIKE STALLS  
2 MOTORCYCLE STALLS



December 19, 2023

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

◆ ◆ ◆ ◆ ◆ ◆ ◆ ◆ ◆ ◆ ◆ ◆ ◆ ◆

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

Nathan Hovekamp

Donna Owens

Deb Schoen

Jodie Barram

Zavier Borja

Don Horton, Executive Director

Michelle Healy, Deputy Executive Director

Matt Mercer, Director of Recreation

Julie Brown, Manager of Communications and Community Relations

Kristin Toney, Administrative Services Director

Sheila Reed, Executive Assistant

Brian Hudspeth, Development Manager

Jason Powell, Construction Manager

Sara Anselment, Planner

Rachel Colton, Planner

Jeff Hagler, Park Steward Manager

Becky Rexford, Recreation Manager

**Larry Neumann:** Mr. Neumann said he moved to Bend for all the trails. He shared his support for the South UGB bridge to provide further access to trails to his neighborhood.

**Todd Sowers:** Mr. Sowers said he moved to Bend five months ago for retirement. He shared that he drives to Good Dog and advocated for the South UGB bridge to create better access to the trails. He said he would use the trails three times a week if a bridge allowed for access and volunteered his services for clean-up of the trails if needed.

**Larry Waters:** Mr. Waters would like to see the South UGB bridge go in and he said there would be a lot of gratitude for it from the neighborhood. He said it would complete the trail to Sunriver. He complimented the park district on all the amenities that they provide.

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## **WORK SESSION**

### **1. City of Bend SDC update – *Russ Grayson, COB***

Sara Hutson reviewed the goals of the presentation and the reasons for the system development charges (SDC) methodology update. She said standard practice is to update the methodology every five to ten years and city staff wanted to bring the various fees (water, transportation and sewer) more in line with one another. She said the project objectives include:

- Recovering growth costs
- Administrative efficiency and transparency
- Holistic look at total impact and policies
- Align with Council priorities

She explained the updated process and timeline with work beginning October 2022 and where they are in the process with a goal of the new fee schedule determined by the start of next fiscal year.

Mr. Grayson reviewed the tiered residential SDCs. He explained the current and proposed, indicating the proposed as a tiered system for single unit and middle housing and uniform for multi-unit and other housing types. He shared a chart that showed the changes to each category and pointed out that smaller unit fees would go down and larger ones would increase. He suggested the district look at the tiers and match the alignment of the city's SDC structure.

Mr. Grayson explained the consolidation and alignment of non-residential land use categories. He said there would be fewer categories, combined rates for retail for multi-tenant developments with exceptions and fewer reviews for tenant improvements. He added that some uses will see an increase in SDCs and some affected categories include movie theaters, schools, general office, car sales and car washes and medical and vet clinics. He shared some of the impacts to the district.

Next, he reviewed the transportation SDC methodology changes. These include the full transportation project list instead of the now constrained list and said there will be some areas that see a lower rate like the core and opportunity area development that supports denser urban form. He said the water and sewer proposed SDCs will be aligned with the transportation fees and based on square footage for non-residential and single unit and middle housing, multi-family based on dwelling units and meter size assessment for irrigation only.

Mr. Grayson explained the changes to Bend Municipal Code Chapter 12.10 – SDCs including language, definitions for consistency with other cities and model code and said there is a summary, redline and clean version on the SDC project website. He indicated that substantive changes will be made for exemptions, deferrals, credits, appeals and enforcement.

Ms. Hutson reviewed the next steps that include a public hearing January 17. She said copies of the methodology report are available at the permit counter and online for review and public comments can be submitted in writing to her and in person at the public hearing.

Ms. Hutson said to fund the transportation the city wants the methodology updated. She explained the fee will be collected from residents and businesses through the regular utility bill. The new fee is for



operational costs. She said this is a common funding tool in Oregon and shared the cost of maintenance to keep the system operating at adequate levels and will only be used for this service. She said funding for operations and maintenance is limited and declining and not keeping pace with increasing costs. She stated the fee will benefit residents and businesses with cost effective preventative maintenance, more frequent maintenance, better equipment, path maintenance and sidewalk infill and will expand operations and sustain engineering staff to support programs into the future.

She stated that the transportation fee process began Q1 2023 and will start appearing on bills Q3 2024. Mr. Grayson said the goal of the council is to generate 15 million annually through a monthly charge on the utility bill. He explained that the square footage of a building may determine the charge for non-residential customers.

Director Barram suggested that the council make considerations for non-profits or agencies like the park district that provide spaces for the benefit of the community. Executive Director Horton asked if it the city would consider the park district as a partner that is already contributing to building trails for transportation and said there should be some thought to waive or reduce the fee. Director Hovekamp said the flat fee seems inequitable for some of the residents. Mr. Grayson explained the fee will be lower for multifamily and cannot drill down enough on each home to make determinations another way. Director Barram suggested the board and staff draft a letter to the city council on this subject with input from the park district. Director Hovekamp suggested a robust community input opportunity.

## 2. Comprehensive Plan Unmet Needs Methodology & Project Evaluation Criteria – *Sara Anselment*

Ms. Anselment said this in an educational session on the Comprehensive Plan. She said at the next meeting she will present the results of the Community Needs Survey. She gave an overview of the prioritization process and said there was a desire for a more refined and transparent process, not a strict prescription, that creates a tool to sort items into “buckets”. She said this evaluation is more flexible to accommodate changes in the market, demographics and to take advantage of opportunities as they arise.

She spoke about the sources for the project list that include:

- 2018 Comp Plan
- Asset Management Plan
- Current CIP
- River Plan
- Trails Action Plan
- Other community planning efforts

She said the project criteria is derived from a list of sources and key themes once the list of projects is determined, the following criteria is applied:

- Does the project improve upon close-to-home opportunities?
- Does the project serve an area with existing or planned high density?
- Is there potential for a partnership?
- Does the project invest in existing assets?

- Is there urgency to take advantage of an opportunity?
- Does the project address community needs?
- Does the project advance equity?

Ms. Anselment reviewed the Needs/Unmet Needs methodology and spoke about the following aspects of the methodology:

- Based on community survey
- Used since 2004
- Acknowledges unmet needs
- Helps focus on the most important needs
- Key data source for long range planning
- Partnerships can help us accomplish community needs

She showed a graph of the results of the community survey that listed the need and percentage of households that expressed that need and the priority they put on it. She explained the definitions of highest, high and moderate needs and said that when all the criteria are looked at the final consideration is if the project addresses the community needs, adding that lower priorities may be addressed with community partnerships. Ms. Colton spoke about community partnerships and explained what they are and listed some examples including Nordic skiing and disc golf.

Ms. Anselment explained the next steps including board review of the unmet needs results, prioritization of projects, park search areas, trails and crossings, draft and adopt the plan and updating the SDC project list.

#### **CONSENT**

1. Minutes: 12/05/2023
2. Appoint Budget Committee Members

***Director Schoen made a motion to approve the consent agenda. Director Borja seconded. The motion was approved unanimously, 5-0.***

#### **BUSINESS SESSION**

1. Approve consultant contract for Art Station – *Jason Powell*

Mr. Powell gave a background on the project for the Art Station. He said in November staff brought the general location of the Art Station to the board to be built near the Larkspur Center and it was approved to move forward with this location. He gave the timeline and budget impact. He said staff recommends moving forward with Hacker Architects.

***Director Barram made a motion to authorize the executive director to negotiate and execute a professional services contract for the Art Station Project to Hacker Architects with a cost not to exceed \$235,000, and to approve an additional 10% contingency of \$23,500, for a total design budget not to exceed \$258,500. Director Borja seconded. The motion was approved unanimously, 5-0.***



This item was added at the start of the meeting by Director Hovekamp to discuss the interview of the finalist, Michelle Healy, for the executive director search. Director Schoen said four board members participated in the interview today and asked Director Borja to review the notes and recording and submit comments by Friday. She said she supports moving forward in the process. The board expressed their agreement in continuing in this direction.

Executive Director Horton shared updates on the following:

- FC Timbers has retained an architecture firm and has drawings for further fields at Pine Nursery. He said they were given additional time for this project and it appears to now be moving forward.
- The Pickleball Club is fundraising for half the costs of eight new courts at Pine Nursey and there is space to add an additional eight. He said this will require an amendment to their contract that will come before the board. He shared that the district is moving forward with lighting on the eight existing courts; staff will be doing the work and the club paid for the lights.
- Recreational Immunity will not cover trail use for anything other than recreational use. This means transportation purposes are not covered. He added that there is a state-wide group working to change the language on this for better protection or agencies may be forced to only allow recreational use on trails.
- Staff is working with the tribe on Sawyer Park which is an artifact rich site. As a result, the site plan was modified and the parking lot and some trails have been moved. The tribe has requested that the artifacts stay in place and staff is continuing to work on plans to make this happen.
- Staff has been successful in the first land use action on the Rose property mines. Next steps include soil sampling for the zone change request from surface mines to allow for the eventual construction of the park.

## **BOARD MEETINGS CALENDAR REVIEW**

## GOOD OF THE ORDER

- Director Borja thanked the staff for all the hard work this year.
- Director Owens wished everyone a happy holiday. She said she attended the district food drive that collected just under 2600 pounds of food. She also attended the Hollinshead Holiday Open House and enjoyed meeting Sharon Rosengarth.
- Director Schoen thanked all the community members that attended the stakeholder meeting last meeting date.
- Director Barram wished everyone a happy holiday and said it has been a year now that she has been on the board, she appreciates the opportunity to serve.
- Director Hovekamp thanked colleagues and staff and said he is happy to be moving forward on the executive director search.

**ADJOURN 7:58 pm**



Prepared by,

Sheila Reed

Assistant to the Executive Director

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Nathan Hovekamp, Chair

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Jodie Barram, Vice-Chair

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Donna Owens

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Zavier Borja

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Deb Schoen



**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	January 2, 2024
<b>SUBJECT:</b>	Fiscal Year 2023 Annual Comprehensive Financial Report (ACFR)
<b>STAFF RESOURCE:</b>	Eric Baird, Finance Manager
<b>PREVIOUS BOARD ACTION:</b>	None
<b>ACTION PROPOSED:</b>	Accept Fiscal Year 2023 Annual Comprehensive Financial Report
<b>STRATEGIC PLAN:</b>	
<b>Pillar:</b>	Operations and Management
<b>Outcome:</b>	Financial well-being supported by strong business practices

**BACKGROUND**

Oregon Revised Statute 297.405 – 297.555, the Oregon Municipal Audit Law, requires an annual financial report audit of all municipal corporations. The Secretary of State, Audits Division, in cooperation with the Board of Accountancy, and in consultation with the Oregon Society of Certified Public Accountants (CPAs), prescribes the minimum standards for the presentation of the report and the conduct of the audits.

The Annual Comprehensive Financial Report (ACFR) of Bend Park and Recreation District for the fiscal year ending June 30, 2023 is hereby submitted to the Board, (Attachment A). Responsibility for both the accuracy of the data, and the completeness and fairness of the presentation, including all disclosures, rests with the district. To the best of our knowledge and belief, the enclosed data are accurate in all material respects and are reported in a manner designed to present fairly the financial position and results of operations of the various funds of the district. All disclosures necessary to enable the reader to gain an understanding of the district's financial activities have been included.

The annual report is required to be independently audited by CPAs licensed by the Oregon State Board of Accountancy to perform audits of municipal corporations. The annual audit process contributes to the integrity of Oregon local governments by requiring an independent review of fiscal affairs and assuring that local taxpayers are provided a reliable and complete financial report that can be used to evaluate their local governments' performance. The district has received an unmodified or "clean" audit opinion for fiscal year 2023 (and for all years prior since the district's first audit for fiscal year 1976-77). The auditor will be presenting information on the audit of the ACFR to the Board of Directors during the business session. See the Auditor's letter to the Board attached (Attachment B).

The ACFR is presented in four sections:

- **The Introduction section** includes this letter of transmittal, and the district's organization chart, and certificate of achievement.
- **The Financial section** includes:
  - The report of the independent auditors
  - Management's Discussion and Analysis (MD&A)
  - The basic financial statements, including the government wide financial statements comprised of the Statement of Net Position and the Statement of Activities and the accompanying notes to the financial statements
  - Required supplementary information other than the MD&A is also included in the financial section
- **The Statistical section** includes selected financial and demographic information, on a multi-year basis.
- **The Audit Comments and Disclosures section** includes:
  - Independent auditors' report required by Oregon state regulations
  - Single audit compliance, including the independent auditors reports on internal control and compliance and the Schedule of Expenditures of Federal Awards (SEFA)

The transmittal letter read along with the MD&A, gives a good overview of the financial statements and the financial performance of the district for fiscal year 2023.

The Government Finance Officers Association awarded the district with a Certificate of Achievement for Excellence in Financial Reporting for its ACFR for the fiscal year ended June 30, 2022. In order to receive the award, the district must publish an easily readable and efficiently organized ACFR with contents that conform to program standards. We will submit this ACFR for the award as well and believe it meets the program standards.

### **BUDGETARY IMPACT**

This was the seventh year of our auditing services professional services agreement with Sensiba LLP (formerly SGA Certified Public Accountants and Consultants, LLP). The original agreement term is for five fiscal years, with the option to audit an additional two fiscal years. The amount for auditing services for the full seven fiscal years is \$131,500 including \$22,850 for fiscal year 2023 audit services. This fee is budgeted in the General Fund.

A clean unmodified audit opinion on the district's financial statements is viewed favorably by investment analysts and strengthens the district's ability to issue bonds or other debt at a lower interest cost.

### **MOTION**

***I make a motion to accept the Bend Park and Recreation District's audited Annual Comprehensive Financial Report for the fiscal year 2023.***

### **STAFF RECOMMENDATION**

Staff recommends the board receive the auditor's presentation of the audited Annual Comprehensive Financial Report for the district for the fiscal year 2023 and make a motion to officially accept the report.



**ATTACHMENT**

Attachment A: Fiscal Year 2023 Annual Comprehensive Financial Report is available for download at: <https://www.bendparksandrec.org/wp-content/uploads/2023/12/2022-23-BPRD-Annual-Comprehensive-Financial-Report.pdf>

Attachment B: Auditor Post-Audit Board Communication Letter



December 11, 2023

Board of Directors  
Bend Metro Park and Recreation District

We have audited the financial statements of Bend Metro Park and Recreation District (District) as of and for the year ended June 30, 2023, and have issued our report thereon dated December 11, 2023. Professional standards require that we advise you of the following matters relating to our audit.

### **Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated May 14, 2023, our responsibility, as described by professional standards, is to form and express opinions about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of Bend Metro Park and Recreation District solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

### **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

### **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence.



## Significant Risks Identified

We have identified the following significant risks:

### *Charges for services*

The District uses a point-of-sale system to record for recreational and facility charges. The system integrates with the general ledger accounting software, but is not contained within the accounting software itself, which increases the risk that revenue reported would not be complete. The nature of the revenue is such that many amounts are collected in advance of when they are earned under GAAP, which increases the risk of errors in proper revenue recognition as there is some judgment and adjustment involved.

### *Payroll and associated costs*

The District implemented Paylocity, a HR and payroll solution, during the current fiscal year which is a complex transaction stream that impacts all areas of the District, resulting in increased risk in this area.

## Qualitative Aspects of the Entity's Significant Accounting Practices

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Bend Metro Park and Recreation District is included in Note 1 to the financial statements. As described in Note 6 to the financial statements, the District implemented Governmental Accounting Standards Board Statement No. 96 – Subscription-based information technology arrangements (SBITAs) for the fiscal year ended June 30, 2023. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are as follows:

- The proportionate share of the net pension obligation unfunded actuarial liability related to the District's participation in the Oregon PERS system, including estimated deferred inflows and outflows expected to be included in pension expense in future periods.
- The estimated actuarial liability related to the District's other post-employment benefits (OPEB) related to the health insurance continuation program.
- Unrealized gains and losses on the investment in the Oregon LGIP.
- Lease and Information Technology capital assets and obligations

Management's estimate of the pension and OPEB are based on professional actuarial studies provided by Oregon PERS and contracted by the district, respectively. We evaluated the key factors and assumptions used by the actuaries to develop the various estimates and determined they were reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units. The unrealized gains and losses on the investment in the LGIP was estimated based on the audited financial statements for the Oregon Short Term fund. The net present value of information technology contracts and leases is based on an estimated borrowing rate and the future cash flows, including potential options as estimated by management.

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Bend Metro Park and Recreation District's financial statements relate to the PERS pension obligation, LGIP investment value adjustment, and net present value of information technology contracts and leases more fully described in the preceding paragraph.

### **Significant Unusual Transactions**

For purposes of this communication, professional standards require us to communicate to you significant unusual transactions identified during our audit. No such transactions were identified during the course of our audit procedures.

### **Identified or Suspected Fraud**

We did not identify any instances of suspected fraud during the course of our audit procedures.

### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards also require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. We identified no uncorrected misstatements during the course of our audit procedures.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. There were no material misstatements that we identified as a result of our audit procedures that were brought to the attention of, and corrected by, management.



### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to Bend Metro Park and Recreation District's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

### **Circumstances that Affect the Form and Content of the Auditor's Report**

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report. No circumstances were identified which would affect the form and content of our report.

### **Representations Requested from Management**

We have requested certain written representations from management, which are included in the attached letter dated December 11, 2023.

### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

### **Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with Bend Metro Park and Recreation District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as Bend Metro Park and Recreation District's auditors.

## **Other Information Included in Annual Reports**

Pursuant to professional standards, our responsibility as auditors for other information, whether financial or nonfinancial, included in Bend Metro Park and Recreation District's annual reports, does not extend beyond the information identified in the audit report, and we are not required to perform any procedures to corroborate such other information. However, in accordance with such standards, read the information, and considered whether such information, or the manner of its presentation, was materially inconsistent with its presentation in the financial statements.

Our responsibility also includes communicating to you any information which we believe is a material misstatement of fact. Nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

This report is intended solely for the information and use of the board of directors and management of Bend Metro Park and Recreation District and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Sensiba LLP". The signature is written in a cursive, flowing style.

Sensiba LLP  
Bend, OR



**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	January 2, 2024
<b>SUBJECT:</b>	Manzanita Ridge Park Preferred Concept Design
<b>STAFF RESOURCE:</b>	Bronwen Mastro, Landscape Architect
<b>PREVIOUS BOARD ACTION:</b>	Park Naming, June 20, 2023
<b>ACTION PROPOSED:</b>	Approve Preferred Concept Design for Manzanita Ridge Neighborhood Park
<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 Manzanita Ridge Park is an undeveloped 3.5-acre neighborhood park site located in Park Search Area #9. Land for the park was dedicated to the district in 2021 to meet the open space requirement for the surrounding Shevlin West subdivision development. The park neighbors a district-owned natural area to the west with soft-surface trail connections from the park via the Manzanita Trail to adjacent neighborhoods and the Shevlin Park trail system.

The district recently completed a public outreach effort to develop a Preferred Concept Design to guide the development of the park. The outreach process relied on a series of public involvement activities to inform the design options and create the plan being presented to the board for consideration. The primary methods for public outreach were neighborhood meetings and online surveys.

Through the course of three rounds of outreach, staff hosted four public open house style meetings and three online surveys to provide information about the project, answer community questions and solicit feedback. Initial notice of the project was shared with residents within the search area via door hangers. It was also shared through the Summit West Neighborhood Association and the following homeowner's associations (HOAs): Shevlin Bluffs, Shevlin Commons, Shevlin West, Three Pines and Westgate. Subsequent notifications have been shared via email and through HOAs.

Staff used information received from the meetings and surveys first to develop three conceptual designs and then further refine the plan into the Preferred Conceptual Design. At each round of outreach a summary of the outreach results from the previous round has been shared with the community. The proposed Preferred Concept Design for Manzanita Ridge Park is attached to this board agenda report (Attachment A).

**BUDGETARY IMPACT**

The fiscal-years 2024-28 Capital Improvement Plan includes \$1,667,510 in system development charges for the planning, design, construction documents, permitting and construction of Manzanita Ridge Park. To date, \$179,642 has been spent on costs related to property acquisition, frontage improvements, conceptual design and related expenses, leaving \$1,487,868 available for the remainder of design, permitting and construction of the park, including owner miscellaneous and administrative costs. The development cost estimate will be refined at critical milestones during the design process following approval of the preferred concept.

**STAFF RECOMMENDATION**

Staff recommends that the board approve the Manzanita Ridge Park Preferred Concept Design. Once approved, staff will move forward to complete the design and construction of the park.

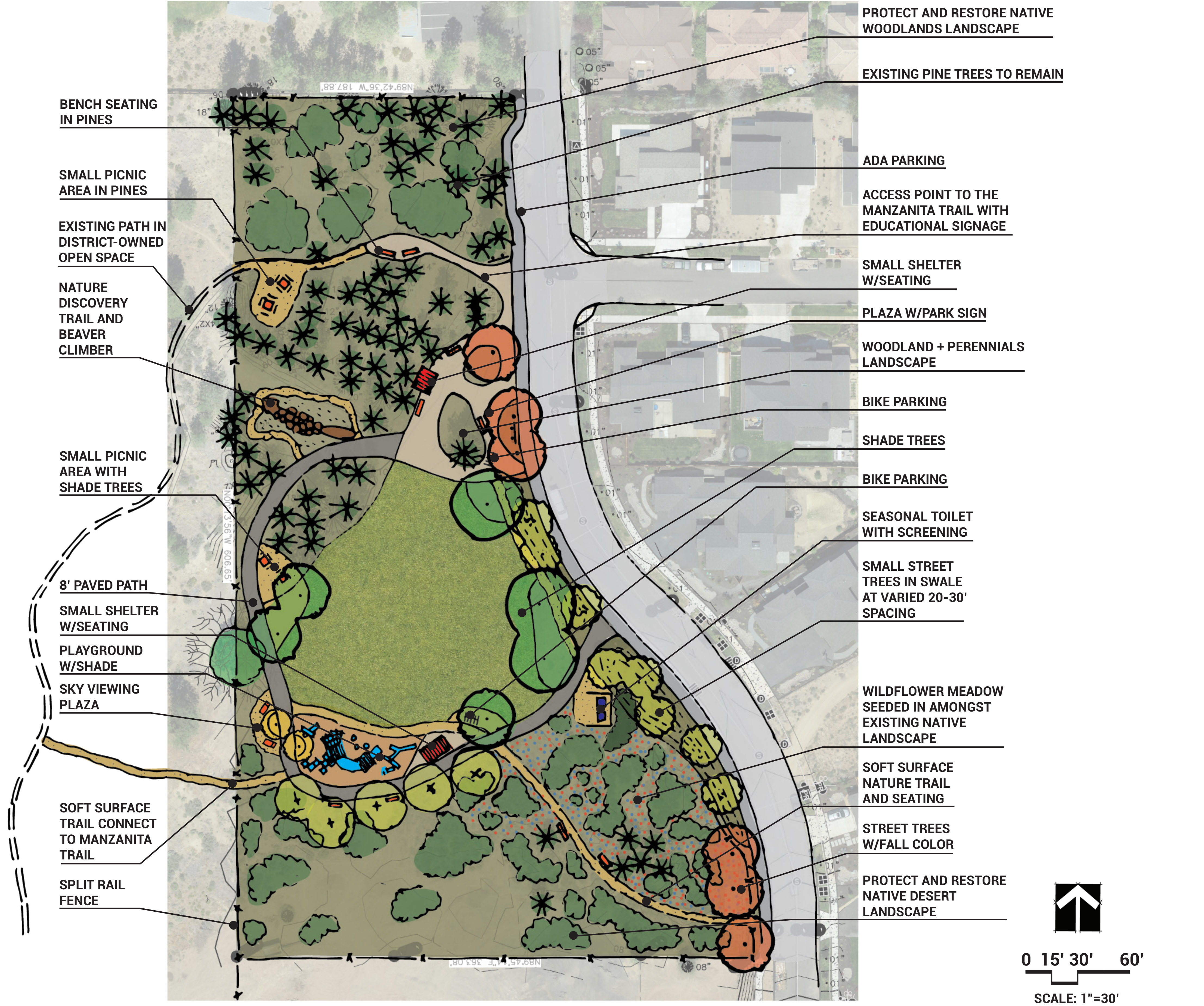
**MOTION**

***I make a motion to approve the Manzanita Ridge Park Preferred Concept Design.***

**ATTACHMENT**

Attachment A – Manzanita Ridge Preferred Concept Design





The concept for this design is an enhanced nature trail experience with amenities. The main activity in this park is exploring along trails that highlight the natural beauty of the site. The existing site is protected and restored to blend with the natural environment. Along trails native plants will be added to increase the interest and add to the diversity. A few concentrated areas are designed to focus play, activity, picnics, and small neighborhood gatherings, while a large turf area in the most disturbed section of the site provides flexible space for gathering or a pick up game of soccer.

# MANZANITA RIDGE PARK

Preferred concept design  
December 2023







## PLANNING & DEVELOPMENT PROJECT UPDATES January 2024

### COMMUNITY AND REGIONAL PARK PROJECTS



**Sawyer Park Entrance and Parking Lot Upgrades:** The completed Cultural Resources Survey report was submitted to Oregon Park and Recreation Department (OPRD) for review and coordination with the State Historic Preservation Office (SHPO). Revisions to the conceptual design to avoid the most culturally sensitive parts of the park site are in progress. A revised concept plan is being presented to the Board at the January 2<sup>nd</sup> meeting.



**Pine Nursery Park Phase 5:** Conceptual design revisions and initial cost estimating are in progress. Stakeholder and public outreach will take place during the second half of January 2024.

### NEIGHBORHOOD PARK PROJECTS



**Manzanita Ridge:** Input from the public outreach process has been used to refine the preferred conceptual design with the design team, and the initial cost estimation is complete. The preferred concept plan will be presented at the January 2<sup>nd</sup> board meeting.



**Little Fawn Park:** The board awarded the contract for construction to Mountain Sky Landscaping at the November 21<sup>st</sup> board meeting. Construction is expected to begin in Winter 2023/2024.



**Fieldstone Park:** The district has now taken ownership of the park, completing the purchase on December 21<sup>st</sup>, and paying for the park development and improvements on December 26<sup>th</sup>. A 5% holdback was held in retainage while the developer completes the housing phase surrounding the south and east sides of the park. The developer has until mid-May to complete these areas of the park.





**Hollinshead Park ADA and Preferred Concept Design:** With the Flagline Engineering team under contract, this project officially kicked off on December 20<sup>th</sup>. Work will begin with site survey and data collection (weather permitting), with design and community outreach following Spring/Summer 2024.

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## TRAIL PROJECTS

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**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 completed their initial appraisals and BPRD is working on developing offers to acquire necessary trail easements.



**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 still 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.

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## RIVER PROJECTS

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**McKay, Miller's Landing and Columbia Parks River Access Project:** Construction level drawings at all access locations continues to progress, and land use permit applications for Miller's Landing have been submitted. Staff applied for additional grant funding from the Oregon State Marine Board's (OSMB) Waterway Access Grant program in December to help fund construction at Miller's Landing. A successful grant for \$300,000 was previously awarded by the Visit Bend's Bend Sustainability Fund (BSF) to help fund Miller's Landing. In addition to the OSMB grant application for Miller's Landing, an application to the Land and Water Conservation Fund (LWCF) for improvements at Columbia Park was submitted at the beginning of November.

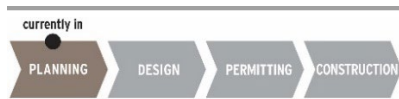
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## OTHER PROJECTS AND FUTURE DEVELOPMENT

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**Art Station:** With the Board's approval of the design contract to Hacker Architects during the December 19<sup>th</sup> meeting, work will begin on concept design with input from stakeholders.



**Discovery West Land Acquisition:** Brooks Resources completed the transfer of another park parcel to the district for ownership and maintenance. This parcel, identified as Park Parcel 4 in the development agreement, is an 18.9-acre parcel that will be managed as 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.



**Rose Property Land Acquisition:** Deschutes County Planning staff approved the district's application to modify the previous conditions of approval for reclamation of the Rose Pit. The next step in the zone change process is to submit an application for a zone change, which first requires hiring a soil scientist to analyze soil types to support the application.



**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.*



**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.



**Diversity, Equity and Inclusion (DEI) Initiative:** An update on DEI work was shared at the district's All Staff Luncheon in November. Tracking progress on several Action Plan goals will be updated at the end of the year. The workgroup is prioritizing efforts for 2024.



**Comprehensive Plan Update:** The 2018 Comprehensive Plan requires a mid-term update, which began with a community needs assessment survey in early October. The statistically valid survey was mailed to approximately 5,000 households, followed by an open link survey that was available online for three weeks. The open link survey closed on November 20<sup>th</sup>, and the statistically valid survey closed December 3<sup>rd</sup>. The results of the survey will be presented to the board in January.



## Board Calendar 2023-2024

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

### **January 16**

#### **WORK SESSION**

- IPM – *Mike Duarte and Zara Hickman (30 min)*
- Strategic Plan Update – *Rachel Colton (20 min)*
- Trails Update – *Henry Stroud (45 min)*

#### **BUSINESS SESSION**

- Approve Lease Amendment for Boys and Girls Club – *Justin Sweet (10 min)*
- Adopt Resolution No. 2024-01 Approving new Local Contracting Rules – *Justin Sweet (15 min)*
- Riverfront IGA amendment TENTATIVE – *Henry Stroud (15 min)*

### **February 2**

#### **BOARD WORKSHOP**

### **February 20**

#### **WORK SESSION**

- Comprehensive Project Prioritization results and unmet needs evaluation – *Sara Anselment (40 minutes)*
- South UGB Bridge – *Henry Stroud (20 min)*
- Board Policy – *Don Horton (15 min)*

#### **BUSINESS SESSION**

- Approve Exclusion Policy – *Jeff Hagler (30 min)*

### **March 5**

#### **WORK SESSION**

#### **BUSINESS SESSION**

- Approve Fiscal Policies – *Kristin Toney (30 min)*

### **March 19**

#### **WORK SESSION**

#### **BUSINESS SESSION**

- Approve Pine Nursery Phase 5 concept plan – *Bronwen Mastro (15 min)*

Comprehensive Park Search Areas, Trails and Crossings –

Comprehensive Plan Draft Review– *Sara Anselment*

Comprehensive Plan Adoption – *Sara Anselment*

SDC Project List Update – *Sara Anselment and Michelle Healy*

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

SDC Waivers

IGA with the City for Mirror Pond Silt Removal – *Don Horton (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 – *Julie Brown*  
IGA with NUID for canal trail – *Henry Stroud*  
Approve SE Neighborhood Park Purchase and Sale Agreement – *Henry Stroud (20 min)*  
City of Bend Housing Need Overview TBD  
Approve consultant contract for WWP – *Ian Isaacson*  
Drake Park bank and trail improvement CMGC contract review – *Brian Hudspeth*  
DEI Update – *Bronwen Mastro*  
Approve easement acquisition NUC Trail  
Approve Amendment to IGA with city of Bend for Riverfront Street project – *Henry Stroud (20 min)*  
Trails count and River Use report