



Bend Metro Park & Recreation District

November 4, 2025

Board of Directors

Agenda and Reports

www.bendparksandrec.org



play for life



Our Vision

To be a leader in building a community connected to nature, active lifestyles and one another.

Our Mission

To strengthen community vitality and foster healthy, enriched lifestyles through parks, trails and recreation.

Our Community Pledge

To reflect our community, welcome and serve equitably, and operate with transparency and accountability.

We Value

COMMUNITY by interacting in a responsive, considerate and efficient manner to create positive patron experiences and impact in the community.

INCLUSION by reducing physical, social and financial barriers to our programs, facilities and services, and making them more equitable for all.

SAFETY by promoting a safe and healthy environment for all who work and play in our parks, trails, facilities and programs.

STAFF by honoring the diverse contributions of each employee and volunteer, and recognizing them as essential to accomplishing our mission.

SUSTAINABILITY by fostering a balanced approach to fiscal, environmental and social assets to support the health and longevity of the district, the environment and our community.



District Office

799 SW Columbia St., Bend, Oregon 97702 | www.bendparksandrec.org | (541) 389-7275

Members of the community who wish to make public comment may attend the meeting in person or virtually. To provide a public comment in person, please fill out one of the brief cards and submit it to staff in the back of the room. To provide public comment virtually, click on the "Raise Hand" option. You will be called into the meeting in the order received. Virtual visitors should turn on their cameras and microphones. All remarks should be limited to 3 minutes or less. If there are questions, follow up will occur after the meeting. Thank you for your involvement.

WORK SESSION

1. Revenue Impacts of Tax Exemptions and Tax Increment Finance Areas – *Kristin Toney and Rachel Colton (30 min)*

CONSENT

- ## 1. Appoint Budget Committee Members

BUSINESS SESSION

1. Resolution No. 2025-14- Updating SDC Project list – *Michelle Healy (20 min)*

EXECUTIVE DIRECTOR'S REPORT

MEETING SUMMARY – 10/21/2025

REPORTS – Project Update, First Quarter Administration Update

BOARD MEETINGS CALENDAR

GOOD OF THE ORDER

ADJOURN



Accessible Meeting/Alternate Format Notification

This meeting location is accessible. Sign and other language interpreter services, 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 or 541-706-6151. Providing at least 2 business days' notice prior to the meeting will help ensure availability.

BOARD AGENDA COMMUNICATION

AGENDA DATE:	November 4, 2025
SUBJECT:	Revenue Impacts of Tax Exemptions and Tax Increment Finance Areas
STAFF RESOURCES:	Rachel Colton, Park Planner Kristin Toney, Administrative Services Director
PREVIOUS BOARD ACTION:	None
ACTION PROPOSED:	Provide Information to the Board Regarding Tax Exemptions
STRATEGIC PLAN:	
Priority:	Service
Goal:	Steward fiscal resources, and further environmental and social sustainability
Strategy:	Use financial modeling and other planning tools to holistically evaluate, plan and forecast necessary expenditure for system expansion, operations and maintenance

BACKGROUND

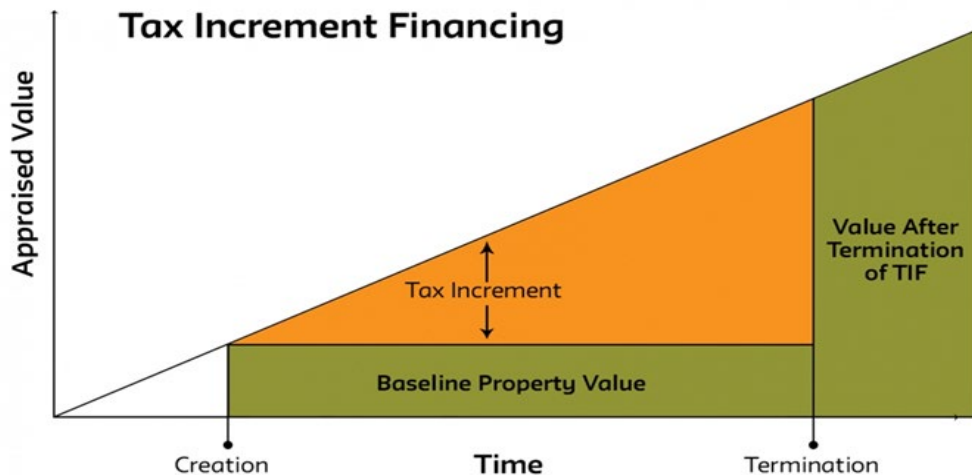
The city has used different tax exemptions and urban renewal districts to further housing development within the city. Specific tax exemption programs currently and recently used by the city include:

- **Non-profit Tax Exemption (Bend Municipal Code Section 12.30):** This program provides an exemption on land and improvements for affordable housing developed by non-profit developers. The exemption must be re-approved on an annual basis, but there is no limitation on the duration of the exemption.
- **Qualifying Rental Property Tax Exemption (Bend Municipal Code Section 12.25):** This program provides a 20-year tax exemption on both the land and improvements for low-income rental housing projects.
- **Multiple-Unit Property Tax Exemption (Bend Municipal Code Section 12.35):** This program provides a 10-year tax exemption on improvements for multi-family residential projects in specific areas of town. This program is currently on pause but is included here as exemptions were recently granted by the city using this program.

For all of these tax exemption programs, the exemption only applies to the tax levy of the City, unless taxing districts representing a minimum of 51-percent of the combined rate of taxation levied on the property agree by resolution to the tax exemption. The city and school district alone make up more than 51-percent of the combined rate of taxation and as such, if these two entities support any applications for the above tax exemptions, the entirety of the taxing district's property

taxes for said project would be waived. District staff understand that the city is exploring additional tax exemptions, including, but not limited to exemptions for middle-income housing and accessory dwelling units.

Tax Increment Financing (TIFs) districts are a financial tool used to help remove blight and spur investment in a designated area of a community. TIF districts are based on the theory that redevelopment can pay for itself. The basic idea is that public investment in an area, often in the form of infrastructure or development subsidy (commonly funded with bonds), induces property value growth which increases property tax revenue. The property tax revenue increase is, in turn, used to pay for the initial public investment.



“The financial impact of TIF is not on the individual taxpayer, but on taxing jurisdictions [like the park district]. TIF revenues are generated from increases in assessed value of property within a TIF area after it is formed. While the TIF area is active, other taxing jurisdictions’ revenue from that area remains largely fixed, and the tax revenue from the increase in assessed values goes to the urban renewal district to pay for projects that help to spur new investment. When the TIF area expires, taxing jurisdictions can expect to receive more tax revenue than they would have without a TIF area, due to the increased assessed values stemming from the increased investment in the area.” ([City of Bend website](#))

The city of Bend currently uses a few different TIF mechanisms including:

- **Tax Increment Finance Districts:** This is TIF in the traditional sense and applied to large areas of land generally owned by multiple property owners. The city currently has three TIF areas (which they call [Investment Areas](#)) including the Core Area, Juniper Ridge and Murphy Crossing. The Core Area TIF is the newest TIF and will sunset in fiscal year 2051, while Juniper Ridge and Murphy Crossing will sunset in fiscal years 2029 and 2034, respectively.
- **[Tax Increment Assistance for Housing Affordability \(TIAHA\):](#)** This TIF is what district staff commonly refer to as the “Tiny TIFs” or “Site Specific TIFs” as these TIF areas generally apply to a single property owner/smaller area than a traditional TIF. This TIF lasts for anywhere from 12 to 30 years. The city has approved four of these Tiny TIF areas to date and we understand the program is currently on pause and that the city will be re-evaluating the program parameters this fall.

- **Tax Increment Assistance for Employment Growth (TIAEG):** This program is akin to the TIAHA program, and the city has not yet received any applications using this program that the district is aware of. This TIF lasts for 12 years.

The city has authority to approve TIFs after a 45-day consult and confer period with affected taxing districts. No formal approval is required of the taxing districts. Per Oregon Revised Statute (ORS), the city may have up to 15-percent of total city acreage and up to 15-percent of total assessed value within a TIF area. As of October 1, 2025, the city has 7.80-percent of City acreage and 3.38-percent of total assessed value in TIF areas. As such, the city has the ability to significantly increase the square footage and total assessed value within TIF areas per applicable ORS.

These tax exemptions and TIF areas have a cumulative financial impact on the district of possible foregone revenue. With recent tax exemption requests and formation of Tiny TIFs the board requested more information regarding the estimated possible impact of all the tax exemptions and TIF areas. Staff provided the board with a memo on September 30, 2025 (Attachment 1), providing an overview of the financial impact of current and proposed tax exemptions and TIF areas.

BUDGETARY IMPACT

Based upon initial city projections and other assumptions, the estimated forgone revenue from the current and proposed tax exemptions is \$1.6 million, while the estimated forgone revenue from the current and proposed Tax Increment Financing (TIF) is \$38.6 million. This results in a total estimated impact of \$40.2 million for 30 years from FY26 to FY57.

STAFF RECOMMENDATION

None

ATTACHMENTS

- A. Tax exemption and TIF memo provided to the Board September 30, 2025



Memo

To: Board of Directors

From: Kristin Toney, Administrative Services Director

Rachel Colton, Planner

Michelle Healy, Executive Director

Date: September 30, 2025

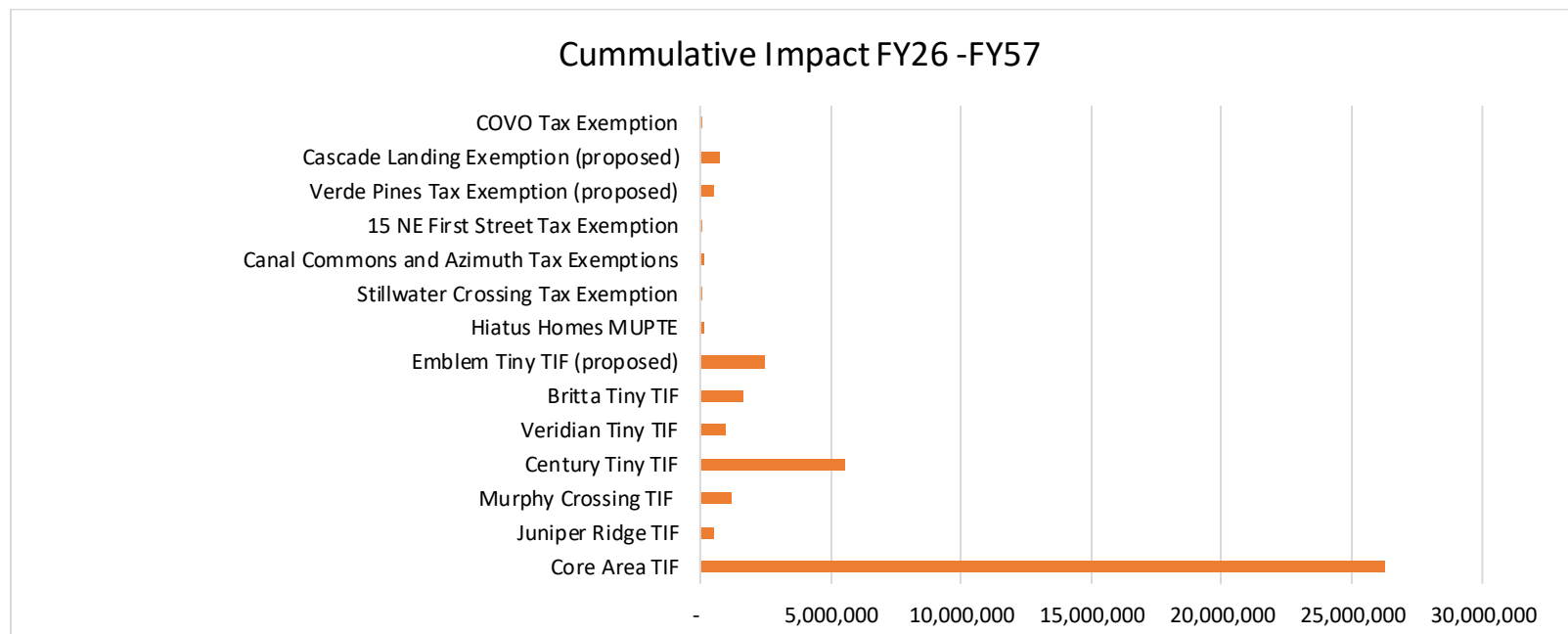
Subject: Tax Exemptions

Overview:

This memo provides an overview of the financial impact of current and proposed tax exemptions. These are estimates based upon projected development and associated property tax revenues. The full impact may be more or less than what was projected at the time of TIF area/MUPTE formation. All data for the TIFs is from the applicable Report Accompanying the TIF Plan. All data for the other tax exemptions is from BPRD staff reports that were informed by information from City staff. All the data is based on assumptions and estimates with little changes in the economy occurring.

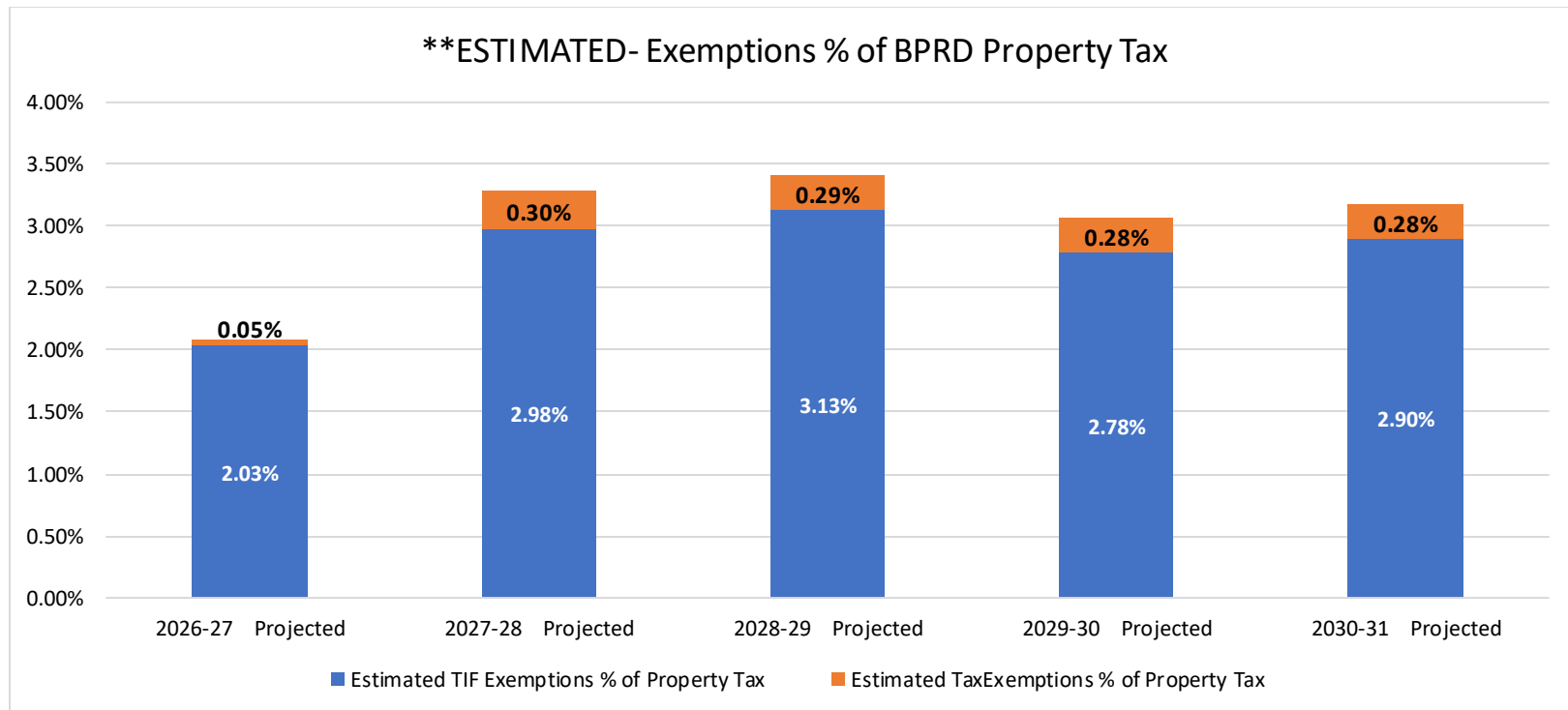
Current and Proposed Estimated Tax Exemption Impacts:

The estimated forgone revenue from the current and proposed tax exemptions is \$1.6 million, while the estimated forgone revenue from the current and proposed Tax Increment Financing (TIF) is \$38.6 million. This results in a total estimated impact of \$40.2 million for 30 years from FY26 to FY57. To illustrate the financial impact of these exemptions, the district incurred, in the previous fiscal year, \$828,453 in scholarship funding and \$806,500 in utilities for just recreation centers, which are less than the projected exemption of \$877,491 in FY28.



Assessing the impact on the district's general fund (operating fund), we have projected our property tax revenue and compared it to the estimated forgone revenue resulting from these tax exemptions.

	2026-27 Projected	2027-28 Projected	2028-29 Projected	2029-30 Projected	2030-31 Projected
Estimated Property Taxes	25,817,527	26,721,141	27,656,381	28,624,354	29,483,085
Estimated TIF Exemptions	524,518	797,147	864,531	796,678	854,959
Estimated TIF Exemptions % of Property Tax	2.03%	2.98%	3.13%	2.78%	2.90%
Estimated Tax Exemptions	12,519	80,344	80,715	81,098	81,492
Estimated TaxExemptions % of Property Tax	0.05%	0.30%	0.29%	0.28%	0.28%
Estimated Total TIF and Tax Exemptions	537,037	877,491	945,246	877,776	936,451
Estimated Total Tax Exemptions % of Property Tax	2.08%	3.28%	3.42%	3.07%	3.18%



Complete Estimated Data Set: The actual financial impact may vary from the projections made at the time of TIF area or MUPTE formation. All data related to the TIFs is sourced from the respective Report Accompanying the TIF Plan. These figures are estimates based on the best available information, and in some cases, only the first-year impact on bonds and levies impacts were provided. A 3% annual escalation was shown for the Canal Commons and Azimuth, and the COVO tax exemptions based upon data provided by the City, but for the remaining exemptions, the 20-year impact was equally spread across all years due to lack of data to estimate annual impacts accurately.

Projected Tax Exemption Impact on BPRD Permanent Rate Levies*															
Fiscal Year	Core Area TIF	Juniper Ridge TIF	Murphy Crossing TIF	Century Tiny TIF	Veridian Tiny TIF	Britta Tiny TIF	Emblem Tiny TIF (proposed)	Hiatus Homes MUPTE	Stillwater Crossing Tax Exemption	Canal Commons and Azimuth Tax Exemptions	15 NE First Street Tax Exemption	Verde Pines Tax Exemption (proposed)	Cascade Landing Exemption (proposed)	COVO Tax Exemption	Annual Total
2026	(\$209,775)	(\$123,504)	(\$136,909)	(\$156)	\$0	(\$12)	(\$4)	-	(\$400)	(\$8,378)	(\$96)	-	-	(\$3,294)	(\$482,528)
2027	(\$251,190)	(\$123,504)	(\$136,909)	(\$317)	\$0	(\$24)	(\$9)	(\$12,565)	(\$400)	(\$8,630)	(\$96)	-	-	(\$3,393)	(\$537,037)
2028	(\$294,676)	(\$123,504)	(\$136,909)	(\$100,648)	(\$22,857)	(\$34,299)	(\$71,689)	(\$12,565)	(\$400)	(\$8,889)	(\$96)	(\$27,822)	(\$39,642)	(\$3,495)	(\$877,491)
2029	(\$340,336)	(\$123,504)	(\$136,909)	(\$118,490)	(\$23,543)	(\$35,340)	(\$73,844)	(\$12,565)	(\$400)	(\$9,155)	(\$96)	(\$27,822)	(\$39,642)	(\$3,599)	(\$945,246)
2030	(\$388,279)	-	(\$136,909)	(\$122,201)	(\$24,249)	(\$36,412)	(\$76,063)	(\$12,565)	(\$400)	(\$9,430)	(\$96)	(\$27,822)	(\$39,642)	(\$3,707)	(\$877,776)
2031	(\$438,619)	-	(\$136,909)	(\$126,023)	(\$24,977)	(\$37,516)	(\$78,350)	(\$12,565)	(\$400)	(\$9,713)	(\$96)	(\$27,822)	(\$39,642)	(\$3,819)	(\$936,451)
2032	(\$491,476)	-	(\$136,909)	(\$129,960)	(\$25,726)	(\$38,653)	(\$80,705)	(\$12,565)	(\$400)	(\$10,004)	(\$96)	(\$27,822)	(\$39,642)	(\$3,933)	(\$997,892)
2033	(\$546,977)	-	(\$136,909)	(\$134,014)	(\$26,498)	(\$39,824)	(\$83,130)	(\$12,565)	(\$400)	(\$10,304)	(\$96)	(\$27,822)	(\$39,642)	(\$4,051)	(\$1,062,233)
2034	(\$605,252)	-	(\$136,909)	(\$138,191)	(\$27,293)	(\$41,031)	(\$85,629)	(\$12,565)	(\$400)	(\$10,614)	(\$96)	(\$27,822)	(\$39,642)	(\$4,173)	(\$1,129,617)
2035	(\$666,441)	-	-	(\$142,493)	(\$28,112)	(\$42,274)	(\$88,202)	(\$12,565)	(\$400)	(\$10,932)	(\$96)	(\$27,822)	(\$39,642)	-	(\$1,058,980)
2036	(\$730,689)	-	-	(\$146,924)	(\$28,955)	(\$43,554)	(\$90,853)	(\$12,565)	(\$400)	(\$11,260)	(\$96)	(\$27,822)	(\$39,642)	-	(\$1,132,760)
2037	(\$798,150)	-	-	(\$151,487)	(\$29,824)	(\$44,872)	(\$93,583)	-	(\$400)	(\$11,598)	(\$96)	(\$27,822)	(\$39,642)	-	(\$1,197,474)
2038	(\$868,984)	-	-	(\$156,188)	(\$30,718)	(\$46,230)	(\$96,395)	-	(\$400)	-	(\$96)	(\$27,822)	(\$39,642)	-	(\$1,266,476)
2039	(\$943,359)	-	-	(\$161,030)	(\$31,640)	(\$47,629)	(\$99,291)	-	(\$400)	-	(\$96)	(\$27,822)	(\$39,642)	-	(\$1,350,910)
2040	(\$1,021,453)	-	-	(\$166,016)	(\$32,589)	(\$49,069)	(\$102,274)	-	(\$400)	-	(\$96)	(\$27,822)	(\$39,642)	-	(\$1,439,362)
2041	(\$1,103,452)	-	-	(\$171,153)	(\$33,567)	(\$50,553)	(\$105,347)	-	-	-	(\$96)	(\$27,822)	(\$39,642)	-	(\$1,531,633)
2042	(\$1,189,551)	-	-	(\$176,444)	(\$34,574)	(\$52,082)	(\$108,512)	-	-	-	(\$96)	(\$27,822)	(\$39,642)	-	(\$1,628,724)
2043	(\$1,279,995)	-	-	(\$181,893)	(\$35,611)	(\$53,656)	(\$111,771)	-	-	-	(\$96)	(\$27,822)	(\$39,642)	-	(\$1,730,487)
2044	(\$1,374,879)	-	-	(\$187,506)	(\$36,679)	(\$55,277)	(\$115,129)	-	-	-	(\$96)	(\$27,822)	(\$39,642)	-	(\$1,837,031)
2045	(\$1,474,550)	-	-	(\$193,287)	(\$37,780)	(\$56,947)	(\$118,587)	-	-	-	(\$96)	(\$27,822)	(\$39,642)	-	(\$1,948,712)
2046	(\$1,579,203)	-	-	(\$199,242)	(\$38,913)	(\$58,668)	(\$122,150)	-	-	-	-	(\$27,822)	(\$39,642)	-	(\$2,065,641)
2047	(\$1,689,090)	-	-	(\$205,375)	(\$40,080)	(\$60,439)	(\$125,818)	-	-	-	-	(\$27,822)	(\$39,642)	-	(\$2,188,267)
2048	(\$1,804,471)	-	-	(\$211,692)	(\$41,283)	(\$62,264)	(\$129,597)	-	-	-	-	-	-	-	(\$2,249,307)
2049	(\$1,925,621)	-	-	(\$218,199)	(\$42,521)	(\$64,144)	(\$133,490)	-	-	-	-	-	-	-	(\$2,383,975)
2050	(\$2,052,828)	-	-	(\$224,901)	(\$43,797)	(\$66,080)	(\$137,499)	-	-	-	-	-	-	-	(\$2,525,105)
2051	(\$2,186,396)	-	-	(\$231,804)	(\$45,111)	(\$68,074)	(\$141,628)	-	-	-	-	-	-	-	(\$2,673,013)
2052	-	-	-	(\$238,914)	(\$46,464)	(\$70,128)	-	-	-	-	-	-	-	-	(\$355,506)
2053	-	-	-	(\$246,237)	(\$47,858)	(\$72,244)	-	-	-	-	-	-	-	-	(\$366,339)
2054	-	-	-	(\$253,781)	(\$49,294)	(\$74,423)	-	-	-	-	-	-	-	-	(\$377,498)
2055	-	-	-	(\$261,550)	(\$50,773)	(\$76,668)	-	-	-	-	-	-	-	-	(\$388,991)
2056	-	-	-	(\$269,553)	-	(\$78,979)	-	-	-	-	-	-	-	-	(\$348,532)
2057	-	-	-	(\$277,795)	-	(\$81,361)	-	-	-	-	-	-	-	-	(\$359,156)
Sub-total**	(\$26,255,692)	(\$494,016)	(\$1,232,181)	(\$5,543,464)	(\$981,286)	(\$1,638,726)	(\$2,469,549)	(\$125,650)	(\$6,000)	(\$118,907)	(\$1,919)	(\$556,445)	(\$792,848)	(\$33,464)	

* These are estimates based upon projected development and associated property tax revenues. The full impact may be more or less than what was projected at the time of TIF area/MUPTE formation

** All data for the TIFs is from the applicable Report Accompanying the TIF Plan. All data for the other tax exemptions is from BPRD staff reports that were informed by information from City staff.

SDC Affordable Housing Waivers

SDC waivers have no impact on operations and are kept in a different fund but do have an impact on the amount of funding for capacity projects. The district has approved SDC waivers for 813 housing units (including 32 shelter units) at a cost of ~\$5.38 million in waived SDC fees since the start of the program on July 1, 2019. This total would fund development of three neighborhood parks based on our most recent neighborhood park costs (excluding land costs). Six waivers remain for award through December 31, 2026. Deed restriction documents are complete for 20 of the developments, totaling 547 units.

BOARD AGENDA COMMUNICATION

AGENDA DATE:	November 4, 2025
SUBJECT:	Budget Committee Appointment
STAFF RESOURCE:	Sheila Reed, Assistant to the Executive Director Kristin Toney, Administrative Services Director
PREVIOUS BOARD ACTION:	December 3, 2024, Appoint Budget Committee Members
ACTION PROPOSED:	Appoint two budget committee seats
STRATEGIC PLAN:	N/A

BACKGROUND

The district’s budget committee comprises the five elected board members and five community members appointed by the board of directors. To be eligible to serve on the budget committee, candidates must meet the requirements outlined in Oregon’s Local Budget Law: they must reside within the district’s boundaries, be registered voters, and commit to a three-year term. Currently, there are two vacant seats on the committee, as Corey Johnson and Cara Marsh-Rhodes have completed their terms. In previous years, when a budget committee member’s term expired and they expressed interest in continuing to serve, the board has reappointed them for another term.

All budget committee members are expected to attend the following meetings:

- Board Workshop – 1/23/2026
- Budget Tour – 4/17/2026
- Budget Committee Meeting – 5/12/2026

BUDGETARY IMPACT

Per Oregon state statute budget committee members are not compensated for their participation. Other budget related meeting costs are included in the district’s administrative budget each year.

STAFF RECOMMENDATION

Staff recommend the board reappoint Corey Johnson and Cara Marsh-Rhodes for another term as budget committee members

MOTION

I move to appoint Corey Johnson and Cara Marsh-Rhodes to another 3-year term on the Bend Park and Recreation District budget committee.

BOARD AGENDA COMMUNICATION

AGENDA DATE:	November 4, 2025
SUBJECT:	Resolution No. 2025-14 Amending the System Development Charges (SDC) Capital Projects List
STAFF RESOURCE:	Brian Hudspeth, Director of Planning & Development Michelle Healy, Executive Director
PREVIOUS BOARD ACTION:	Ordinance 13 – System Development Charges, adopted June 3, 2025.
ACTION PROPOSED:	Adopt Resolution No. 2025-14 – Amending the SDC Capital Projects List
STRATEGIC PLAN:	
Priority:	Service
Goal:	Support the recreational needs of an evolving community through programming, parks, trails and facilities.
Strategy:	Maintain adopted levels of service targets for parks, trails and facilities.

BACKGROUND

On June 3, 2025, the district adopted Resolution No. 2025-05, a capital projects list to be funded wholly or in part by SDCs (Attachment A). The resolution was adopted along with Ordinance No. 13, which authorizes the district to assess and collect SDCs.

Ordinance No. 13 allows the board to amend the SDC Capital Projects List at any time by resolution. Amendments are expected to occur from time to time, as development timelines change, cost estimates are updated, and different funding strategies are utilized. The changes shown on Attachment B are the first proposed changes to the SDC Capital Projects List. The proposed amendment makes no change to the total project list cost estimate, nor does it change SDC rates.

Proposed amendments (highlighted in yellow on Attachment B):

- Add a new project titled “Boyd Acres Shop and Offices” estimated to cost \$11,150,000. However, only 41% (or \$4,250,000) may be funded through SDC improvement fee revenues and the remaining 59% (or \$6,578,500) must be funded through other sources (such as SDC reimbursement fee revenues or the district’s general fund).
- Another change to the list includes correcting an error in the calculation of the Neighborhood Parks subtotal in the adopted project list. The error resulted in a \$15,539,064 understatement of the total SDC expenditures for neighborhood parks over the 10-year time period in the current SDC methodology.

- To address the impact of the changes above, the funding allocated to the “Westside Recreation Center” project is reduced by \$20,164,564. This leaves \$21,053,731 allocated to recreation center project on the list. As this project would not see final buildout within the time frame of the current SDC methodology.
- Change Park Search area 8 to UGB Expansion Project, “Caldera Ranch”. Due to timing of a new UGB Expansion project in coordination with the City of Bend and the State of Oregon, an expansion project is being proposed to add to the list. Park Search Area 8, which is currently outside the UGB has no known property or timing, and will likely be several years from development.

The reduction of one project and the addition of another, as well as correcting the calculations within the neighborhood park program, balance the project costs, and does not result in any change to SDC rates.

BUDGETARY IMPACT

None, this update to the SDC Capital Projects List does not change established SDC rates, or the total estimated SDC revenues or expenditures.

STAFF RECOMMENDATION

Staff recommend that the board adopt Resolution No. 2025-14 (see Attachment C) to update the SDC Capital Projects List.

MOTION

I move to adopt Resolution No. 2025-14, Amending the SDC Capital Projects List, effective November 4, 2025.

ATTACHMENTS

Attachment A – Original SDC Capital Project List (adopted June 3, 2025, via Resolution No. 2025-05)

Attachment B - Updated SDC Capital Projects List (Appendix A)

Attachment C - Resolution No. 2025-14 – Amending the SDC Capital Projects List

APPENDIX A

Appendix A - SDC Project List

Table A-1. SDC Project List - New Parks, Facilities and Trails (2024-2034)¹

Project Name	Project Description	Timeline	Quantity	Unit	Improvement SDC	
		(Years)			Cost (\$)	%
NEIGHBORHOOD PARKS						
Manzanita Ridge	New park development	1-5	4	acres	\$1,287,076	100%
Coulter	New park development	1-5	4	acres	\$1,803,300	100%
Talline	New park land acquisition & development	1-5	4	acres	\$1,563,719	100%
Parkside Place	New park land acquisition & development	1-5	4	acres	\$2,242,687	100%
Easton	New park land acquisition & development	1-5	4	acres	\$2,193,599	100%
Stevens Ranch	New park land acquisition & development	1-5	4	acres	\$1,735,474	100%
Discovery West	New park land acquisition & development	1-5	4	acres	\$2,872,967	100%
Fields Farm	New park land acquisition & development	1-5	4	acres	\$2,473,098	100%
Pinebrook	New park land acquisition & development	1-5	3	acres	\$1,545,686	100%
Murphy Crossing	New park land acquisition & development	1-5	4	acres	\$1,777,539	100%
Constellation Crest	New park land acquisition & development	1-5	4	acres	\$2,975,961	100%
Caraway	New park land acquisition & development	1-5	4	acres	\$103,046	100%
Park Search Area 21 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$1,030,457	100%

Table A-1. SDC Project List - New Parks, Facilities and Trails (2024-2034)¹

Project Name	Project Description	Timeline	Quantity	Unit	Improvement SDC	
		(Years)			Cost (\$)	%
Park Search Area 6 - Neighborhood Park	New park land acquisition & development	1-5	4	acres	\$3,091,372	100%
Park Search Area 29 - Neighborhood Park	New park land acquisition & development	1-5	4	acres	\$2,721,242	100%
Park Search Area 13 - Neighborhood Park	New park land acquisition & development	1-5	4	acres	\$2,721,242	100%
Park Search Area 16 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 17 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 19 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 31 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 33 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 34 - Neighborhood Park	New park land acquisition & development	1-5	4	acres	\$2,721,242	100%
Park Search Area 36 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 37 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 38 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 41 - Neighborhood Park	New park land acquisition & development	1-5	4	acres	\$2,721,242	100%
Park Search Area 8 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Subtotal			107.0		\$46,533,064	
COMMUNITY PARKS						

Table A-1. SDC Project List - New Parks, Facilities and Trails (2024-2034)¹

Project Name	Project Description	Timeline		Unit	Improvement SDC	
		(Years)	Quantity		Cost (\$)	%
Park Search Area 35 - Community Park (Future UGB)	New park development	6-10	29	acres	\$252,512	100%
Subtotal			29		\$252,512	
RECREATION FACILITIES						
Westside Recreation Center Planning and Infrastructure	Infrastructure contribution & preliminary planning	1-5	NA		\$749,076	100.0%
Westside Recreation Center	New Recreation Center (Construction)	6-10	50,000	SQ FT	\$41,218,294	100.0%
Art Station	Construction (expanding capacity of Art program on larkspur site)	1-5	4,800	SQ FT	\$4,420,662	100.0%
Subtotal			54,800		\$46,388,032	
REGIONAL PARKS						
Rose Property Concept Planning	Concept planning for park development	2-3			\$412,183	100%
Rose Property Development	50% of park development	6-10	226.6	Acres	\$10,304,574	100%
Subtotal			226.6		\$10,716,756	
TRAILS						
2- Bend Lava Trail (Formerly Arnold Canal Trail)	New trail development	6-10	2.30	miles	\$496,845	100.0%
1- 12th Street Crossing	Road Crossing	6-10	-	miles	\$77,284	100.0%
11- Discovery Trail	New trail development	6-10	0.82	miles	\$401,532	100.0%
13- High Desert Trail	New trail development	1-5	1.30	miles	\$636,575	100.0%
15- High Desert Trail Undercrossing at Knott Rd/27th Street	Under crossing	1-5	-	miles	\$1,545,686	100.0%
17- North Unit Canal Trail	New trail development	1-5	3.10	miles	\$252,998	100.0%

Table A-1. SDC Project List - New Parks, Facilities and Trails (2024-2034)¹

Project Name	Project Description	Timeline	Quantity	Unit	Improvement SDC	
		(Years)			Cost (\$)	%
20- Pilot Butte Canal Trail	New trail development	1-5	1.00	miles	\$81,612	100.0%
23- Riley Ranch Nature Reserve Bike/Pedestrian Bridge	Bridge	1-5	-	miles	\$1,030,457	100.0%
24- Shevlin Park North - Tumalo Creek Bike/Pedestrian Bridge	Bridge	1-5	-	miles	\$128,807	100.0%
25- Simpson Avenue Crossing	Road Crossing	1-5	-	miles	\$77,284	100.0%
26- Skyliners Road at NW Crossing Drive	Road Crossing	1-5	-	miles	\$77,284	100.0%
27- TransCanada Trail	New trail development	1-5	0.92	miles	\$300,333	100.0%
4- Big Sky Trail	New trail development	1-5	0.20	miles	\$175,219	100.0%
5- Big Sky Trail Undercrossing at Hwy 20	Under Crossing	1-5	-	miles	\$1,545,686	100.0%
6B-Central Oregon Historic Canal Trail - Reed Market Rd to Hansen Park	New trail development	1-5	1.32	miles	\$107,728	100.0%
6C- Central Oregon Historic Canal Trail - Hansen Park to Eastgate Park	New trail development	6-10	3.61	miles	\$371,904	100.0%
9A- DRT Connector to Shevlin Park	New trail development	6-10	0.85	miles	\$27,748	100.0%
9B- DRT Kirkaldy Court to Putnam Road	New trail development	1-5	0.14	miles	\$4,570	100.0%
9C- Deschutes River Trail (DRT) Putnam to Riley Ranch Nature Reserve	New trail development	1-5	1.34	miles	\$43,744	100.0%
9D- DRT Galveston to Miller's Landing	New trail development	1-5	0.31	miles	\$725,030	100.0%
9E- DRT from COHCT to River Canyon Natural Area	New trail development	1-5	1.20	miles	\$123,696	100.0%
Deschutes River Trail Alternatives	Analysis & Prelim Feasibility	1-5	-	miles	\$254,781	100.0%
Trail Acquisition, Safety and Crossings	New trail development	1-5	4.00	Miles	\$1,350,672	100.0%
Subtotal			18.4		\$9,837,478	
GRAND TOTAL					\$113,727,843	

Deschutes River Trail (DRT)

¹ Total costs reflect park development costs = 85% and land acquisition costs = 15%.

Table A-2. SDC Project List - Capacity Improvements to Existing Parks; New Recreation Facilities and Trails (2024-2034)

Project Name	Project Description	Timeline (Years)	SDC Eligible ¹ \$
IMPROVED LEVEL OF PERFORMANCE / DEVELOPMENT			
Big Sky Park Expansion Phase 2	Bike park and amenities	1-5	\$864,396
Hansen Park Trailhead	New trailhead development	6-10	82,505
Park Search Area 3 - DRT North Trailhead	New trailhead development	1-5	342,435
Pine Nursery Park Phase 4 (Pending Partnership)	New fields	1-5	51,523
Pine Nursery Park Phase 5	Development of existing acreage	1-5	7,963,954
NEW OR EXPANDED AMENITIES OR ACCESS			
Hollinshead Park Master Plan and Renovation	Renovation	1-5	267,527
Park Search Area--Neff and Hamby Rd. Crossings	New pedestrian street crossing	6-10	10,701
Ponderosa Master Plan and Renovation	Park redevelopment	1-5	374,538
River Access at Riverbend Park	Refine and Improve access for river users	1-5	249,371
Farewell Bend Park - North Beach Enhancements	Refine and Improve access for river users	6-10	145,294
Farewell Bend Park (North)	Improve access and boat launch at the north end of park	6-10	31,171
GRAND TOTAL			\$10,383,415

¹ From existing SDC fund balance.



APPENDIX A
(Resolution No. 2025-14)

ATTACHMENT B

Table A-1. SDC Project List - New Parks, Facilities and Trails (2024-2034)¹ (Updated November 4, 2025)

Project Name	Project Description	(Years)	Quantity	Unit	Cost (\$)	%
NEIGHBORHOOD PARKS						
Manzanita Ridge	New park development	1-5	4	acres	\$1,287,076	100%
Coulter	New park development	1-5	4	acres	\$1,803,300	100%
Talline	New park land acquisition & development	1-5	4	acres	\$1,563,719	100%
Parkside Place	New park land acquisition & development	1-5	4	acres	\$2,242,687	100%
Easton	New park land acquisition & development	1-5	4	acres	\$2,193,599	100%
Stevens Ranch	New park land acquisition & development	1-5	4	acres	\$1,735,474	100%
Discovery West	New park land acquisition & development	1-5	4	acres	\$2,872,967	100%
Fields Farm	New park land acquisition & development	1-5	4	acres	\$2,473,098	100%
Pinebrook	New park land acquisition & development	1-5	3	acres	\$1,545,686	100%
Murphy Crossing	New park land acquisition & development	1-5	4	acres	\$1,777,539	100%
Constellation Crest	New park land acquisition & development	1-5	4	acres	\$2,975,961	100%
Caraway	New park land acquisition & development	1-5	4	acres	\$103,046	100%



APPENDIX A
(Resolution No. 2025-14)

Park Search Area 21 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$1,030,457	100%
Park Search Area 6 - Neighborhood Park	New park land acquisition & development	1-5	4	acres	\$3,091,372	100%
Park Search Area 29 - Neighborhood Park	New park land acquisition & development	1-5	4	acres	\$2,721,242	100%
Park Search Area 13 - Neighborhood Park	New park land acquisition & development	1-5	4	acres	\$2,721,242	100%
Park Search Area 16 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 17 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 19 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 31 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 33 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 34 - Neighborhood Park	New park land acquisition & development	1-5	4	acres	\$2,721,242	100%
Park Search Area 36 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 37 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 38 - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Park Search Area 41 - Neighborhood Park	New park land acquisition & development	1-5	4	acres	\$2,721,242	100%
UGB Expansion Area - Neighborhood Park	New park land acquisition & development	6-10	4	acres	\$2,721,242	100%
Subtotal			107		\$ 62,072,127	
COMMUNITY PARKS						
Park Search Area 35 - Community Park (Future UGB)	New park development	6-10	29	acres	\$252,512	100%



APPENDIX A
(Resolution No. 2025-14)

Subtotal			29		\$252,512	
RECREATION / SERVICE FACILITIES						
Westside Recreation Center Planning and Infrastructure	Infrastructure contribution & preliminary planning	1-5	NA		\$749,076	100.00%
Westside Recreation Center	New Recreation Center Construction Design / Permitting and Phase Construction	6-10	50,000	SQ FT	\$21,053,731	100.00%
Art Station	Construction (expanding capacity of Art program on larkspur site)	1-5	4,800	SQ FT	\$4,420,662	100.00%
Boyd Acres Shop & Offices	Purchase and improvement of new maintenance shop and office space	1-5			\$4,571,500	41%**
<i>**Total estimated project cost is \$11,150,000.</i>						
Subtotal			54,800		\$30,794,969	
REGIONAL PARKS						
Rose Property Concept Planning	Concept planning for park development	2-3			\$412,183	100%
Rose Property Development	50% of park development	6-10	226.6	Acres	\$10,304,574	100%
Subtotal			226.6		\$10,716,757	
TRAILS						
2- Bend Lava Trail (Formerly Arnold Canal Trail)	New trail development	6-10				
		6-10	2.3	miles	\$496,845	100.00%
1- 12th Street Crossing	Road Crossing	6-10	-	miles	\$77,284	100.00%
11- Discovery Trail	New trail development	6-10	0.82	miles	\$401,532	100.00%
13- High Desert Trail	New trail development	1-5	1.3	miles	\$636,575	100.00%
15- High Desert Trail Undercrossing at Knott Rd/27th Street	Under crossing	1-5	-	miles	\$1,545,686	100.00%
17- North Unit Canal Trail	New trail development	1-5	3.1	miles	\$252,998	100.00%
20- Pilot Butte Canal Trail	New trail development	1-5	1	miles	\$81,612	100.00%



APPENDIX A
(Resolution No. 2025-14)

23- Riley Ranch Nature Reserve Bike/Pedestrian Bridge	Bridge	1-5	-	miles	\$1,030,457	100.00%
24- Shevlin Park North - Tumalo Creek Bike/Pedestrian Bridge	Bridge	1-5	-	miles	\$128,807	100.00%
25- Simpson Avenue Crossing	Road Crossing	1-5	-	miles	\$77,284	100.00%
26- Skyliners Road at NW Crossing Drive	Road Crossing	1-5	-	miles	\$77,284	100.00%
27- TransCanada Trail	New trail development	1-5	0.92	miles	\$300,333	100.00%
4- Big Sky Trail	New trail development	1-5	0.2	miles	\$175,219	100.00%
5- Big Sky Trail Undercrossing at Hwy 20	Under Crossing	1-5	-	miles	\$1,545,686	100.00%
6B-Central Oregon Historic Canal Trail - Reed Market Rd to Hansen Park	New trail development	1-5	1.32	miles	\$107,728	100.00%
6C- Central Oregon Historic Canal Trail - Hansen Park to Eastgate Park	New trail development	6-10	3.61	miles	\$371,904	100.00%
9A- DRT Connector to Shevlin Park	New trail development	6-10	0.85	miles	\$27,748	100.00%
9B- DRT Kirkaldy Court to Putnam Road	New trail development	1-5	0.14	miles	\$4,570	100.00%
9C- Deschutes River Trail (DRT) Putnam to Riley Ranch Nature Reserve	New trail development	1-5	1.34	miles	\$43,744	100.00%
9D- DRT Galveston to Miller's Landing	New trail development	1-5	0.31	miles	\$725,030	100.00%
9E- DRT from COHCT to River Canyon Natural Area	New trail development	1-5	1.2	miles	\$123,696	100.00%
Deschutes River Trail Alternatives	Analysis & Prelim Feasibility	1-5	-	miles	\$254,781	100.00%
Trail Acquisition, Safety and Crossings	New trail development	1-5	4	Miles	\$1,350,672	100.00%
Subtotal			22.41		\$9,837,475	
GRAND TOTAL					\$113,673,840	

BEND PARK & RECREATION DISTRICT
RESOLUTION NO. 2025-14
AMENDING THE SDC CAPITAL PROJECTS LIST

WHEREAS, on June 3, 2025, the Board of Directors (the “Board”) for the Bend Park & Recreation District (the “District”) adopted Ordinance No. 13 – *Establishing System Development Charges Applicable to Certain Types of Development within Bend Park & Recreation District Boundaries; and Repealing Ordinance No. 12* (the “Ordinance”), which authorizes the District to assess and collect System Development Charges (“SDCs”); and,

WHEREAS, on June 3, 2025, the Board also adopted, Resolution No. 2025-05 – *Adopting an SDC Capital Projects List*, which adopted a Capital Projects List of the capital improvements to be funded wholly or in part by SDCs; and,

WHEREAS, pursuant to Ordinance 13, the Board may revise the SDC Capital Project List at any time by resolution; and,

WHEREAS, the Board wishes to adopt a revised SDC Capital Projects List without increase to the District’s SDCs.

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

1. Appendix A, SDC Project List, is adopted as the SDC Capital Projects List, superseding the Capital Projects List adopted by Resolution No. 2025-05 in its entirety.
2. Miscellaneous. All pronouns contained in this Resolution, and any variations of such pronouns, will be deemed to refer to the masculine, feminine, or neutral, singular or plural, as the context may require. The singular includes the plural and the plural includes the singular. The word “or” is not exclusive. The words “include,” “includes,” and “including” are not limiting. The provisions of this Resolution are severable. If any section, subsection, sentence, clause, or portion of this Resolution is for any reason held invalid, unenforceable, or unconstitutional, such invalid, unenforceable, or unconstitutional section, subsection, sentence, clause, or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, or constitutionality of the remaining portion of this Resolution. This Resolution may be corrected by resolution of the board to cure editorial or clerical errors, or to comply with applicable law.

ADOPTED by the Board of Directors of the District on this 4th day of November 2025.

Donna Owens, Board Chair

Attest:

Michelle Healy, Executive Director

The board authorized a professional services contract with Understory Landscape Architecture, LLC for the design of Coulter Grove Park. The firm will lead public outreach, design development, permitting, and construction administration.

Construction is expected to begin in spring 2027 and be completed by the end of that year.

Director Schiffman made a motion to authorize the executive director to execute the Reed Lane Neighborhood Park Site Professional Design Services contract with Understory Landscape Architecture, LLC with a cost not to exceed \$208,888 and to approve a 10% contingency of \$20,889 for a total design budget not to exceed \$229,777. Director Schoen seconded. The motion passed unanimously, 5-0. (Owens, Schneider, Schiffman, Schoen, Hovekamp)

Deschutes River Trail South Refinement Study Contract

The board approved a contract with Kittleson & Associates, Inc. to conduct a refinement study for a possible future River Trail South project. The study will evaluate existing conditions, alternative trail alignments and analysis, and feasibility of possible bridge locations to connect the southern portion of the Deschutes River Trail to the Deschutes National Forest trail system within the Rim Rock (aka Good Dog) trailhead and recreation area. This work responds to community interest in reviving the project, which was paused in 2019 due to concerns about environmental impacts and feasibility.

In February, the board of directors directed staff to collaborate with stakeholders and the community to develop and evaluate alternative trail alignments to connect the southern portion of the Deschutes River Trail to the Deschutes National Forest. This includes hiring consultants for facilitation and engineering expertise in addition to involvement from BPRD staff and other state and federal agencies.

The project was first identified in the City of Bend's Urban Trail Plan (1996) and is included in the Deschutes National Forest Alternative Transportation Feasibility Study (2015) and the district's Comprehensive Plan (2018 & 2024). The district paused the project in 2019 after the board of directors passed Resolution No. 419, which removed the project from the Capital Improvement Plan and from the System Development Charge eligible projects list, and postponed the project until such time that the district, other agencies and the broad community share a vision on how to proceed. The refinement study project is expected to take up to 18 months.

Director Schiffman made a motion to authorize the executive director to award a contract to Kittleson & Associates, Inc. for the Deschutes River Trail South Refinement Study in the amount of \$245,713, and to approve a contingency of \$24,571, for a total budget not to exceed \$270,284. Director Schneider seconded. The motion passed unanimously, 5-0. (Owens, Schneider, Schiffman, Schoen, Hovekamp)

Work Session

Oregon Recreation and Parks Association (ORPA) Awards

Julie Brown, Community Engagement Director, shared that BPRD received three honors at the recent ORPA conference:

- Miller's Landing Park won the Outstanding Innovation Award for its improved river access, especially for users with mobility challenges.
- Shannon Gilman, Aquatics Supervisor, was named Aquatics Professional of the Year for her 35 years of service, mentoring lifeguards and expanding inclusive aquatic programming.
- BPRD also received a Life Saving Award, recognizing staff's response to a life-threatening situation and their commitment to safety and preparedness.

A [video showcasing Miller's Landing Park](#) was presented during the meeting, and the board expressed appreciation for the staff's achievements.

Budget Committee Appointment Process Discussion

Sheila Reed, Assistant to the Executive Director, led a discussion on formalizing the process for appointing Budget Committee members. Two current members expressed interest in continuing their service. The board reviewed options including direct reappointment, open recruitment, or a hybrid approach.

Staff recommended adopting a more defined process to ensure transparency and consistency. This year, current budget members who have expressed interest in continuing to serve for reappointment will be presented on a future meeting agenda. In addition, the board supported developing clearer guidelines for future appointments for reappointment and term limits.

The next board meeting is scheduled for Nov. 4, 2025, and will include employee recognition, updates on tax exemption policies, and budget-related actions.



PLANNING & DEVELOPMENT PROJECT UPDATES November 2025

COMMUNITY PARK PROJECTS



Pine Nursery Park Phase 5: Construction started in October, and the contractor is mobilized. The first areas of focus are the maintenance yard, off leash area and pickleball courts.

This project will construct the final features identified in the approved development plan for this highly used community park. Project work includes athletic field lighting, artificial turf infields, pickleball courts, new trail connectivity, ADA access improvements, off-leash dog area improvements, maintenance area improvements, landscaping and irrigation. Budget permitting, the project may also include full-court basketball, pickleball court lighting and pedestrian trail lighting.
<https://www.bendparksandrec.org/project/pine-nursery-park-phase-5/>



Sawyer Park Upgrades: Comments from the State Historic Preservation Office (SHPO) were received on the draft memorandum of agreement (MOA). Revisions have been made, and the updated draft is currently back with the signatory agencies for review, which includes the district's legal counsel. Once the MOA is signed, the agreement for the Land and Water Conservation Fund (LWCF) grant can be completed and the project advertised for bid.

Decades of use and increased visitors to the park created the need for an improved entrance and parking lot. The plans include relocating the parking area closer to O.B. Riley Road, adding accessible parking, habitat restoration, improving trail accessibility, and the addition of a permanent restroom, picnic shelter and river overlook. This project is funded in part by grants from the Land and Water Conservation Fund and the Local Government Grant Program.
<https://www.bendparksandrec.org/project/sawyerparkupgrades/>

NEIGHBORHOOD PARK PROJECTS



Coulter Grove Park: Formerly referred to as the "Coulter Property", the interim name was changed to the Reed Lane Neighborhood Park Site to avoid implying the park had already been named. The project kicked off with public outreach in August with mailers sent out to neighbors surrounding the park site to announce the upcoming project and to solicit name suggestions. The naming committee met in October to review suggestions and select a name recommendation. Additionally, an informal request for proposal (I-RFP) was sent out in August to solicit professional design services. Both the new park name, Coulter Grove, and the design consultant contract were approved at the October 21, 2025 board meeting.

The district has been actively pursuing neighborhood park properties in underserved areas to meet the 2018 Park and Recreation District Comprehensive Plan goal of providing a park within one-half mile of every resident. The district purchased this property in 2023 to fulfill Search Area 18. <https://www.bendparksandrec.org/project/reed-lane-neighborhood-park-site/>



Manzanita Ridge: The construction of Manzanita Ridge Neighborhood Park is complete. Final punch list items will be completed in the near future, and district staff has taken over operations of the park.

This property will provide a new neighborhood park for surrounding residents in Shevlin West. The preferred concept design includes open lawn, picnic facilities, a shade shelter, play areas, soft surface and paved trails, benches, bike parking, and ADA designated street parking. A trailhead for the Manzanita Trail is also located in the park.

<https://www.bendparksandrec.org/project/shevlin-west/>

TRAIL PROJECTS



Deschutes River Trail South – Refinement Study: On October 21, 2025, the board of directors approved a contract with Kittelson & Associates Inc. for \$270,284 to complete a project refinement study which will develop and analyze new trail alignment alternatives. The scope of work includes additional feasibility studies for two preferred alternatives, which will be selected through the alternatives analysis process, to provide the district, the public, and other stakeholders with more information regarding the possible design, permitting process, cost, and environmental impacts or benefits of the project. The results of this study will be used to inform future community conversations and decision-making processes. The project is anticipated to start late November or early December.



North Unit Canal Trail – Phase 1: The district has completed property acquisition and is beginning the permit application process with the Bureau of Reclamation. At this time, staff does not have a set timeline for the permit review and approval process.

This trail in northeast Bend is planned to be a 10-foot-wide multi-use trail with a primarily compacted gravel surface, similar to other canal trails in Bend, while some portions will have asphalt surface. Phase 1 includes the development of the trail between Canal Row Park and the future extension of Yeoman Road, which will also provide access to Pine Nursery Park. The segment of the trail that passes through the new Pahlisch Homes Petrosa subdivision will be transferred to BPRD for management upon completion and will offer connections to interior trails for Fieldstone Park.

<https://www.bendparksandrec.org/project/northunitcanaltrail/>



Riverfront Street Deschutes River Trail Improvements: The City of Bend has provided the district with 30% design documents and cost estimates. The designs are based on the “one-way street” design approach and include a 10-foot wide concrete trail in lieu of sidewalk throughout the entire street corridor. The district will continue to provide input to the city at regular intervals as design progresses. Design work is expected to be completed this fall, however, funding for construction has still not been identified, so a timeline for construction cannot be provided at this time.

Riverfront Street, between Galveston Avenue at Drake Park, to Miller’s Landing Park, is a local street with a sidewalk that has functioned as the DRT for many years. It is one of the last remaining “gaps” along the trail through downtown Bend. In 2023, BPRD and the city signed an intergovernmental agreement as a joint effort led by the City of Bend and supported by BPRD. The renewed project will seek to improve conditions for trail users as well as replace the street and other public infrastructure as needed. <https://www.bendparksandrec.org/project/deschutes-river-trail-riverfront/>



Manzanita Trail: Construction on the final trail segments is underway and is expected to be completed this Fall.

REGIONAL/ COMMUNITY WIDE PROJECTS



Art Station: Construction is about to begin, and the Art Station is expected to be under construction until summer of 2026.

This new facility will be built adjacent to the basketball court at Larkspur Park. It will have an entry space, three classrooms, office space, and restrooms. The surrounding natural space and trails will be a beneficial asset to the Art Station for inspiration and space to create, while preserving the landscape and trail experience to the fullest extent possible.

<https://www.bendparksandrec.org/project/art-station/>



Bend White Water Park Maintenance and McKay Park River Access Project: Conceptual design began late summer and will continue through the winter. Development of multiple concepts will allow the project team to analyze options to address the various project priorities.

Completed in 2016, the Whitewater Park is due for review and maintenance. The first phase of this project will use survey and engineering analysis to compare the current functions of the park with the original design intent. Once the reports are complete, the district will determine a scope of work for a project to update and improve the whitewater park features. The project also includes improving river access for all users at McKay Park. The preferred concept design was completed and approved in 2023 under the McKay, Miller's, and Columbia Park River Access and Restoration project.

<https://www.bendparksandrec.org/project/bend-whitewater-park-maintenance-and-mckay-park-access/>



Columbia Park River Access Project: Construction permitting continues and it is anticipated that this project will go out to bid in spring/summer 2026. Construction is anticipated to begin in early fall 2026.

The preferred concept design includes bank improvements to enhance the natural area within this reach of river frontage. Also included is a small, hardened access point for river users to enter and exit the river, or to sit and relax by the water. This project was prioritized from the 2018 Deschutes River Access and Habitat Restoration Plan, and the preferred concept design was completed under the 2023 McKay, Miller's, and Columbia Park River Access project.

ASSET MANAGEMENT PROJECTS



JSFC Outdoor Pool Roof Cover Replacement and Renovation Project: In June of 2025, the district hired Pence Construction as a Design Build contractor to complete both design and construction of the project. Pence has been working on preliminary design and bringing on additional design build contractors to move the project forward for better cost estimating. Design and permitting will continue through 2026 with an expected construction start date in September of 2027 and completion in spring 2028.

This design build contract project combines five projects needed for the facility which are replacement of the existing 50-meter pool cover, replacement of the main chiller unit, replacement of the roofing material covering the south wing, re-lining of the Myrtha walls in the 50-meter pool and remodeling the original locker rooms on the northwest side of the building.

<https://www.bendparksandrec.org/project/juniper-renovations/>



Park Services Complex: The reappraisal report is complete, with the property valued at \$6.9 million. The city is in the process of moving out and closing on the property at the end of the year is on time. The project was advertised for construction bid in October with bids due November 20, 2025.

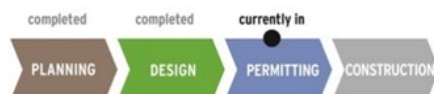
The district has executed a purchase and sale agreement (PSA) with the City of Bend for the purchase of their existing utility shop on Boyd Acres Road to become the new Park Services site. This PSA allows the city to occupy the facility until their new facility is complete, which is anticipated at the end of 2025. The district is developing a design for tenant improvements to be constructed once the district takes ownership of the property.



Hollinshead Park ADA and Preferred Concept Design: With designs nearing completion, staff will begin analyzing different funding opportunities for installation of the upgrades at Hollinshead Park. Construction is slated to begin mid-2027.

Knowing the importance of this historic property, community members and BPRD staff worked together in 2010 to develop a preferred concept plan for the future of the property. Improvements for the park include a new permanent restroom, ADA-compliant pathways, renovation of the parking area, enclosing the off-leash area, a "history walk" with interpretive signs in collaboration with the Deschutes Historical Society, and a maintenance report to preserve the park's structures.

<https://www.bendparksandrec.org/project/hollinshead-park/>



Sylvan Park Playground Renovation: The final design is now complete, and permits have been applied for with the city. The project will go out for construction bids in late fall, with estimated groundbreaking spring 2026.

The small wood-based playground was built in 1993, no longer serving the needs of the neighborhood. The district will replace the playground and surfacing and create an accessible route to the playground from the parking area.

<https://www.bendparksandrec.org/project/sylvan-park-playground-renovation/>



Old Bend Gym Wall Renovation: The project was advertised for bid in October, and bids are due November 5, 2025. Construction is not anticipated to start until May 2026 when the freezing temperatures have largely passed, however, there is specialty work related to the historic preservation of the building that requires a long lead time. The district was awarded a \$20,000 grant from the Kinsman Foundation to make molds of the cast stone decorative elements on the buildings corners that are crumbling. These molds will preserve as much of the existing character of the features as possible and will allow the district to cast and replace the elements in the future as time and budget permit.

The Old Bend Gym is a historic building on the National Register of Historic Places. The building is owned by BPRD, operated by the Boys & Girls Club on property owned by the Bend-La Pine School District. The entry to the building from NW Wall Street utilizes an exterior staircase for access to the second floor. The structural wall supporting the staircase is failing and needs to be replaced.

OTHER PROJECTS AND FUTURE DEVELOPMENT

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: 2024 Midterm Update.

- The board of directors recently approved the Easton Purchase and Sale Agreement for the purchase of a new 2-acre neighborhood park site in southeast Bend. District staff are working to finalize the agreement.

SDC Waivers for Affordable Housing: Park SDC waivers for 781 units have been approved through coordination with the City of Bend at a cost to the district of about \$5.2 million in waived SDC fees. The board approved an additional 150 waivers for 2025 and 2026, 144 of which have been used. Six waivers remain for 2025 – 2026. Staff and legal counsel have completed the necessary deed restriction documents for 20 of the developments, totaling 547 units since May 2020. In addition, BPRD has approved SDC waivers for three temporary shelter projects, totaling 32 units, and at a cost of \$200,737 to the district.

Deschutes River Access and Habitat Restoration Plan (River Plan) Update: The River Plan was adopted by the Board in November of 2021, and significant work has been completed to implement the plan lead by a team comprised of Planning and Development and Natural Resources and Trails. On-the-ground conditions and data availability have changed significantly since the plan was adopted, and a mid-term update is necessary. Planning staff will provide a summary of our work to date to implement the plan and discuss the mid-term update at a board meeting before the end of this year.

Bend Park and Recreation District

Quarterly Financial Report – Q1

7/1/25 – 9/30/25



Kristin Toney
Administrative Services Director

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Executive Summary

The Bend Park and Recreation District (district) began the fiscal year with a strong foundation, guided by our Strategic Plan and the priorities set forth in the FY2025–26 Budget. In the first quarter, the district focused on maintaining high-quality, clean, and safe parks, trails, and facilities, while adapting to evolving community needs and economic conditions. We continue to prioritize taking care of existing assets, supporting our team of over 700 employees, and ensuring fiscal sustainability. This report highlights our progress, key achievements, and ongoing challenges, setting the stage for continued momentum and responsible stewardship in the quarters ahead.

Overall, the district’s financial health remains sound, with all major funds operating within budget and expenditures reflecting the seasonal nature of summer operations. The district is well-positioned to continue delivering high-quality services and programs as it moves into the fall and winter quarters.

Quarter 1 Summary

The first quarter of the fiscal year spans the peak summer months, beginning July 1 and concluding September 30. As expected, all funds remain within budget parameters for this period, which represents 25% of the annual budget if expenditures are evenly distributed throughout the year.

Revenue Highlights:

- Property tax collections are at 0.5% of budget, consistent with the timing of receipts being November and December.
- Charges for services reached 28.0% of budget, reflecting strong participation in summer recreation programs.
- System development fees are at 65.9% of budget, indicating robust development activity in the district.
- Intergovernmental revenues are at 77.9% of budget, largely due to the timing of grant receipts.

	BUDGET	ACTUAL	VARIANCE TO BUDGET	% OF BUDGET
Revenues				
Property taxes	\$ 26,530,620	\$ 124,934	(\$ 26,405,686)	0.5%
Charges for services	14,820,900	4,285,376	(10,535,524)	28.9%
System development fees	6,500,000	4,282,769	(2,217,231)	65.9%
Grants, contributions, and sponsorships	138,000	26,953	(111,047)	19.5%
Intergovernmental	115,000	164,846	49,846	143.3%
Investment earnings	1,983,460	2,034	(1,981,426)	0.1%
Reimbursement for interfund services	170,000	-	(170,000)	0.0%
Miscellaneous	118,000	33,058	(84,942)	28.0%
Total revenues	50,375,980	8,919,970	(41,456,010)	17.7%

Expenditure Highlights:

- Personnel services account for 25.6% of the annual budget, aligning with seasonal staffing needs.
- Materials and services are at 27.4%, reflecting increased supply and maintenance costs during the summer months.
- Capital outlay is at 3.0%, with major projects scheduled for later in the fiscal year.

	BUDGET	ACTUAL	VARIANCE TO BUDGET	% OF BUDGET
Expenditures				
Personnel services	27,270,360	6,968,375	20,301,985	25.6%
Materials & services	9,865,340	2,621,967	7,243,373	26.6%
Special payments	-	-	-	-
Capital outlay	36,167,230	1,083,664	35,083,566	3.0%
Debt service	2,175,340	-	2,175,340	0.0%
Total expenditures	75,478,270	10,674,006	64,804,264	14.1%

General Fund

The General Fund is operating within expected parameters for quarter 1, with expenditures slightly above the 25% benchmark due to seasonal summer activity. Revenues from charges for services are strong, while property tax receipts occur during later quarters. Spending in Community Engagement (26.5%), Park Services (27.4%), and Recreation (25.8%) is slightly above the quarterly benchmark and trending higher, which is primarily attributed to seasonal summer activities and associated operational costs.

Appropriation by Function/Program	BUDGET	ACTUAL	VARIANCE TO BUDGET	% OF BUDGET
Administration	\$ 4,750,900	\$ 1,029,647	\$ 3,721,253	21.7%
Community engagement	2,175,650	575,611	1,600,039	26.5%
Planning and design	1,705,000	418,112	1,286,888	24.5%
Park services	9,417,850	2,429,422	6,988,428	25.8%
Recreation services	18,231,880	4,994,273	13,237,607	27.4%
Appropriation Total	\$ 36,281,280	\$ 9,447,065	\$ 26,834,215	26.0%

GENERAL FUND

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual Fiscal Year 2026 through Period 03 ended Sep 30, 2025

	BUDGET	ACTUAL	VARIANCE TO BUDGET
Revenues			
Property taxes	\$ 24,414,540	\$ 114,638	(\$ 24,299,902)
Charges for services	14,164,500	3,971,317	(10,193,183)
System development fees	-	-	-
Grants, contributions, and sponsorships	138,000	26,953	(111,047)
Intergovernmental	115,000	89,560	(25,440)
Investment earnings	543,000	-	(543,000)
Reimbursement for interfund services	170,000	-	(170,000)
Miscellaneous	108,000	29,567	(78,433)
Total revenues	<u>39,653,040</u>	<u>4,232,035</u>	<u>(35,421,005)</u>
Expenditures			
Personnel services	26,902,330	6,877,984	20,024,346
Materials & services	9,378,950	2,569,081	6,809,869
Special payments	-	-	-
Capital outlay	-	-	-
Debt service	-	-	-
Total expenditures	<u>36,281,280</u>	<u>9,447,065</u>	<u>26,834,215</u>
Excess (deficiency) of revenues			
over expenditures	<u>3,371,760</u>	<u>(5,215,030)</u>	<u>(8,586,790)</u>
Other Financing Sources and uses			
Transfers in	615,000	-	(615,000)
Transfers out	(6,000,000)	-	6,000,000
Contingency	-	-	-
Reserves	(6,062,080)	-	6,062,080
Total other financing sources and uses	<u>(11,447,080)</u>	<u>-</u>	<u>11,447,080</u>
Net change in fund balance	<u>(8,075,320)</u>	<u>(5,215,030)</u>	<u>2,860,290</u>
Beginning Fund Balance	<u>9,691,810</u>	<u>9,942,220</u>	<u>250,410</u>
Ending Fund Balance	<u>\$ 1,616,490</u>	<u>\$ 4,727,191</u>	<u>\$ 3,110,701</u>
% of Budget		26.0%	

The fund maintains a healthy balance, supporting ongoing operations and future needs.

Capital Funds

All capital funds are maintaining strong balances and are well-positioned to support planned capital improvements and equipment purchases throughout the year. Most capital expenditures are expected to ramp up in subsequent quarters as projects move from planning to construction.

System Development Charges (SDC) Fund- SDC revenues are well ahead of pace, while capital expenditures are expected to accelerate later in the year as projects progress.

- Revenues: \$4.28 million (59.2% of annual budget), reflecting strong development activity.
- Expenditures: \$897,108 (5.2% of budget), primarily for planning and design capital outlay.

Facility Reserve Fund- Spending is minimal this quarter, with major capital projects scheduled for future quarters. This fund is mainly funded through transfer from the General fund.

- Expenditures: \$160,396 (0.9% of budget), with the majority allocated to capital outlay.

Equipment Reserve Fund- Equipment Reserve expenditures are on track, with additional equipment purchases anticipated later in the fiscal year. This fund is mainly funded through transfer from the General fund.

- Expenditures: \$51,983 (8.0% of budget), including \$32,698 in capital outlay and \$19,285 in materials/services.

Conclusion

In summary, the district remains financially stable and operationally resilient as we close the first quarter of FY 2026. All major funds are performing within budget expectations, with expenditures reflecting the seasonal demands of summer programming and maintenance. The district's strong fund balances will help to support ongoing operations, planned capital improvements, and future equipment needs.

As we move into the fall and winter quarters, the district will continue to prioritize stewardship of public resources for continued success and sustainability throughout the remainder of the fiscal year.

Board Calendar 2025

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

NOVEMBER 18

WORK SESSION

CONSENT

- Res No. 2025- 15 Budget Amendment

BUSINESS SESSION

- Approve Board Policy for Appointments – *Sheila Reed (10 min)*
- Skyline Disc Golf Year-Round Option – *Jase Newton (15 min)*

REPORTS

- Summer Recreation Report

DECEMBER 2

WORK SESSION

BUSINESS SESSION

DECEMBER 16

EMPLOYEE RECOGNITION

Sue Glenn

- Shannon Gilman

WORK SESSION

- River Plan Update – *Rachel Colton (20 min)*

CONSENT AGENDA

- Codify HR Policies

BUSINESS SESSION

- Annual Comprehensive Financial Report and Audit – *Eric Baird and Audit Firm (30 min)*
- Approve Boyd Acres Shop construction contract – *Bronwen Mastro (15 min)*
- Approve Old Bend Gym Wall Repair construction contract – *Bronwen Mastro (10 min)*
- B&G Club Lease – *Kristin Toney (15 min) TENTATIVE*
- Res No. 2025-xx Budget Amendment Rental Fund– *Kristin Toney (15 min) TENTATIVE*

Future Topics

IGA with NUID for canal trail – *Henry Stroud*

DEI Update – *Bronwen Mastro*

OB Riley annexation

Annexation Policy update approval

Larkspur Parking

Perception Survey

South UGB Updates

Bend Whitewater Park

Coulter Grove Park Concept Plan

Talline PSA