



Bend Metro Park & Recreation District

February 17, 2026

# 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 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.

*play for life*  
District Office



## Board of Directors

February 17, 2026

District Office Building | 799 SW Columbia | Bend, Oregon



### **AGENDA**

#### **4:30 pm EXECUTIVE SESSION**

The board will meet in Executive Session prior to the regular meeting pursuant to ORS 192.660(2)(e) for the purpose of discussing real property transactions. This session is closed to all members of the public except for representatives of the news media. News media is asked to contact Natalie Macsalka to attend [Nataliem@bendparksandrec.org](mailto:Nataliem@bendparksandrec.org).

The board will meet at 5:30 pm with virtual links to the regular meeting. The public may provide public input in-person at the meeting or via the virtual Zoom link.

**Please use the link below to join the webinar:**

<https://us02web.zoom.us/j/82090205722?pwd=r2xxgqqqnmLhVTp9yI3zJyn8cyL17.1>

**Passcode: 704100**

**Or Telephone:**

**1 669 900 6833**

**Webinar ID: 820 9020 5722**

**Passcode: 704100**

#### **5:30 pm CONVENE MEETING**

#### **ROLL CALL**

#### **STAFF INTRODUCTIONS**

Sue Glenn

- Jacob Swinn, Recreation III Supervisor – Aquatics

Michelle Healy

- Natalie Macsalka

#### **VISITORS**

The board welcomes input from individuals at our public meetings about district-related issues, this time is not intended to be a dialog with the board. 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. Update of the Old Bend Gym Building and lease with the Boys & Girls Club of Bend – *Kristin Toney (15 min)*

## CONSENT AGENDA

## 1. Resolution No. 2026-01 Budget Appropriation Transfer Reserve Funds—*Kristin Toney*

## **BUSINESS SESSION**

1. Hollinshead Park Improvement Project – Amendment No. 4 to Professional Services Contract – *Ian Isaacson (20 min)*

## EXECUTIVE DIRECTOR'S REPORT

BOARD MEETING SUMMARY – 1/20/2026

**REPORTS** – Project Update, Second Quarter Admin Update, Park Services Report

## BOARD MEETINGS CALENDAR

## GOOD OF THE ORDER

## **ADJOURN**

<b>BOARD AGENDA COMMUNICATION</b>
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<b>AGENDA DATE:</b>	February 17, 2026
<b>SUBJECT:</b>	Update of the Old Bend Gym Building and lease with the Boys & Girls Club of Bend
<b>STAFF RESOURCE:</b>	Kristin Toney, Administrative Services Director
<b>PREVIOUS BOARD ACTION:</b>	Work session January 7, 2025 - Update on the Old Bend Gym Building and status of lease with the Boys & Girls Club of Bend Work session May 6, 2025 – building condition discussion.
<b>ACTION PROPOSED:</b>	Review information and give feedback
<b>STRATEGIC PLAN:</b>	
<b>Priority:</b>	Service
<b>Goal:</b>	Steward fiscal resources, and further environmental and social sustainability
<b>Strategy:</b>	Use financial modeling and other planning tools to holistically evaluate, plan and forecast necessary expenditures for system expansion, operations and maintenance

### **BACKGROUND**

From 1995 to 1999, the Bend Park and Recreation Foundation (foundation) conducted a community fundraising campaign to support the renovation of the Old Bend Gym, which is located on property owned by the Bend – La Pine Schools (school district). At that time, the building had been closed for approximately 12 years due to the high cost of bringing it up to operational standards.

Bend Park & Recreation District (district) operates the Old Bend Gym site under a long-term ground lease with the school district. That ground lease governs BPRD's use of the property and establishes the district's continuing ownership interest, as well as approval requirements related to major changes in use, long-term occupancy, or disposition of improvements on the site.

Upon completion of the renovation in the late 1990s, the foundation donated the renovated building to the district for the purpose of entering a 50-year lease of the facility to the Boys & Girls Club of Bend (BGCB). The lease between the district and BGCB became effective October 15, 1999. The lease outlines the respective responsibilities of both parties, including maintenance, operations, and compliance obligations. BGCB is responsible for maintaining the building, including all capital improvements, in exchange for rent of \$1 annually.

### **Present**

In fall 2023, district staff initiated a review of the lease with BGCB. At that time, both the district and BGCB expressed interest in amending the lease to better align its terms with current operations, regulatory requirements, and to correct outdated or unclear provisions.

During this review, BGCB alerted the district to several building maintenance issues and requested assistance. At that point lease amendment discussions were paused for further investigation into the condition of the over 100-year-old building. Lease negotiations resumed once a structural evaluation was completed, which identified the need for a significant exterior wall and stair repair (estimated cost of \$1.4M.)

Over the subsequent two years, the district and BGCB met multiple times to discuss potential lease amendments to address the wall issue, as well as the possibility of creating a new lease. Multiple proposal options were exchanged during these discussions, ultimately resulting in the drafting of an entirely new lease where the district would maintain most of the building including capital repairs in exchange for BGCB paying a lower than market monthly rent.

The district and BGCB reviewed drafts of a new lease; however, in January of 2026 BGCB communicated to the district that it “believes the parties are too far apart to come to a workable amended lease solution for the premises” and instead they proposed acquiring the building from BPRD for a nominal amount once the wall project was completed by BPRD. The BGCB subsequently amended their proposal and offered to take on the cost and responsibility of the wall repair, but only after they owned the building.

BPRD evaluated the last offer, but as a public agency, cannot proceed in the manner proposed by BGCB. Disposition of public property would be subject to a formal public process and, additionally, must comply with the terms of the district’s underlying ground lease with the school district, which would require their review and approval.

Given the current impasse in negotiations and the infeasibility of BGCB’s last proposal to acquire the building, the district is left to rely on the terms and remedies contained within the existing lease. In the work session, staff will share information about how the lease establishes the responsibilities of the BGCB and provides defined timelines and remedies for compliance.

While the district was hopeful over the past two years that an amenable solution could be agreed upon, the district has a legal and fiduciary obligation to act in accordance with the existing lease and applicable public-sector requirements. The district must ensure that public assets are protected and managed on behalf of taxpayers. Proceeding under the current lease terms is necessary to safeguard public resources and fulfill the district’s duty of stewardship.

#### **BUDGETARY IMPACT**

The estimated construction cost of the outstanding wall and stair repair project is \$1.4 million. Given the age and condition of the building, it is anticipated that additional repairs will be needed.

#### **STAFF RECOMMENDATION**

N/A

#### **ATTACHMENT**

None

## BOARD AGENDA COMMUNICATION

<b>AGENDA DATE:</b>	February 17, 2026
<b>SUBJECT:</b>	Adopt Resolution No. 2026-01 Approving Appropriation Transfer from Contingency to Other Functions within the Facility Reserve Fund
<b>STAFF RESOURCE:</b>	Kristin Toney, Administrative Services Director
<b>PREVIOUS BOARD ACTION:</b>	The 2025-26 budget was previously adopted by the board on June 3, 2025
<b>COMMITTEE ACTION:</b>	The 2025-26 proposed budget was previously approved by the Budget Committee on May 13, 2025
<b>ACTION PROPOSED:</b>	Adopt Resolution No. 2026-02 approving appropriation transfer

**BACKGROUND**

Some unanticipated maintenance needs have arisen that must be addressed and funded within the current fiscal year from the contingency. This appropriation transfer allocates a total of \$196,700 in contingency funds to the respective functions requiring additional resources, with the most significant expenditure of \$155,000 for the replacement of both failed boilers at the District Office. Within the Recreation Services program area, an additional \$20,000 is needed for minor repairs at the Pavilion, including irrigation, lighting, and drain replacement, as well as installation costs for a roll-up door at the Juniper Swim and Fitness Center. Additionally, \$23,700 is requested for Park Services to address two repairs: damage at Pine Nursery resulting from a lightning strike and replacement of pump controls at Hillside Park. A breakdown of the proposed appropriation transfer is provided below.

<b>Expenditures</b>	<b>2025-26 Adopted</b>	<b>2025-26 Amendment</b>
By Program:		
Administration	-	155,000
Planning and Design	18,432,200	18,432,200
Park Services	193,890	217,590
Recreation Services	35,000	53,000
<b>Total Expenditures</b>	<b>18,661,090</b>	<b>18,857,790</b>
Contingency	1,000,000	803,300
Reserves	10,103,920	10,103,920
<b>TOTAL REQUIREMENTS</b>	<b>29,765,010</b>	<b>29,765,010</b>

**BUDGETARY IMPACT**

No change to the overall appropriations.

**STAFF RECOMMENDATION**

Staff recommend that the board adopt Resolution No. 2026-01 approving appropriation transfer from Contingency to the functions Administration, Parks and Recreation, in the Facility Reserve fund.

**MOTION**

*Motion: I make a motion to adopt Resolution No. 2026-01 approving the appropriation transfer for Fiscal Year 2025-26.*

**ATTACHMENT**

1. Resolution No. 2026-01 Appropriation Transfer Approval

**BEND PARK & RECREATION DISTRICT**  
**RESOLUTION NO. 2026-01**

**APPROVING TRANSFER OF FISCAL YEAR 2025-26 BUDGET APPROPRIATION FOR THE FACILTIY  
RESERVE FUND FROM COTINGENCY TO ADMINISTRATION, PARKS AND RECREATION  
APPROPRIATION TRANSFER APPROVAL**

**WHEREAS**, that the Board of Directors of the Bend Park and Recreation District adopted the budget for fiscal year 2025-26 on June 3, 2025;

**WHEREAS**, the appropriation categories for the FY 2025-26 Adopted Budget for the Facility Reserve fund are Administration, Planning & Development, Parks, Recreation and Contingency;

**WHEREAS**, ORS 294.450 requires authorization of such transfers of appropriation (“Appropriation Transfers”) through official resolution adopted by the governing body of Bend Metro Park and Recreation District.

**BE IT RESOLVED**, that the Board of Directors of the Bend Park and Recreation District hereby approves an appropriation transfer in the Facility Reserve fund from the Contingency category to Administration, Parks and Recreation categories, for the budget for fiscal year 2025-26 in the amount of \$196,700.

<b>Expenditures</b>	<b>2025-26 Adopted</b>	<b>2025-26 Amendment</b>
By Program:		
Administration	-	155,000
Planning and Design	18,432,200	18,432,200
Park Services	193,890	217,590
Recreation Services	35,000	53,000
<hr/>		
Total Expenditures	18,661,090	18,857,790
Contingency	1,000,000	803,300
Reserves	10,103,920	10,103,920
<hr/>		
<b>TOTAL REQUIREMENTS</b>	<b>29,765,010</b>	<b>29,765,010</b>

**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 17th day of February 2026.

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Donna Owens, Board Chair

Attest:

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Michelle Healy, Executive Director

<b>BOARD AGENDA COMMUNICATION</b>
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<b>AGENDA DATE:</b>	February 17, 2026
<b>SUBJECT:</b>	Hollinshead Park Improvement Project – Amendment No. 4 to Professional Services Contract
<b>STAFF RESOURCE:</b>	Ian Isaacson, Landscape Architect
<b>PREVIOUS BOARD ACTION:</b>	December 5, 2023: Awarded Professional Services Contract; July 16, 2024: Approved Updated Preferred Concept Plan
<b>ACTION PROPOSED:</b>	Approve Amendment No. 4 to Professional Services Contract with Keller Associates (formerly Flagline Engineering)
<b>STRATEGIC PLAN:</b>	
<b>Priority:</b>	Service
<b>Goal:</b>	Support the recreational needs of an evolving community through programming, parks, trails and facilities
<b>Strategy:</b>	Maintain adopted levels of service targets for parks, trails and facilities

### **BACKGROUND**

In summer 2024, the board approved a new preferred conceptual design for Hollinshead Park. The new conceptual design builds upon the district's preferred concept plan from 2010, which was originally created as a vision for the park's future that would honor the park's past and improve functionality and accessibility as the community grows.

After the board approved the new preferred conceptual design, staff identified extra project scope that requires more services from the design consultant and their subcontractors. More infrastructure within the park needs to be replaced, plus additional design is necessary for street improvements required by the city.

Staff will share additional information about the project and the proposed amendment during the board meeting.

### **BUDGETARY IMPACT**

The 2026-2030 Capital Improvement Plan (CIP) allocates \$1,100,000 for the Hollinshead Park project. To date, \$240,958 has been spent on design services and related expenses, leaving \$859,042 for the remainder of design, permitting and construction of the park improvements, including owner miscellaneous and administrative costs.

The current professional services contract with Keller Associates is \$234,863. The cost for Amendment #4 is \$104,445, bringing the total contracted amount for professional services to \$339,308. Currently \$4,019 remains in contingency for the original contract. An additional 10% contingency for amendment No. 4 of \$10,444 will bring the total approved design budget not to exceed \$353,771 leaving \$746,229 for construction and other miscellaneous costs. Additional funding will be needed to construct the project, which will be included in the fiscal year 2027 CIP for future board approval.

#### **STAFF RECOMMENDATION**

Staff recommend approval of Amendment No. 4 to the Professional Design Services contract with Keller Associates, including the additional 10% contingency to complete the design, permitting and construction phase services for the Hollinshead Park Improvement project.

#### **MOTION**

*I make a motion to authorize the executive director to execute Amendment No. 4 to the professional services contract with Keller Associates with a cost not to exceed \$104,445, and to approve an additional 10% contingency of \$10,444, for a revised total project budget not to exceed \$353,771.*

#### **ATTACHMENT**

None



## Board Meeting Summary

January 20, 2026

District Office Building | 799 SW Columbia | Bend, Oregon



### **BOARD PRESENT**

Cary Schneider  
Deb Schoen  
Donna Owens  
Jodie Schiffman  
Nathan Hovekamp

The BPRD board of directors met on Jan. 20 for a work-session-only presentation about feasibility of a future indoor recreation center. A [video recording](#) of the meeting is available.

A specific action called for the in the BPRD [Strategic Plan](#) for this fiscal year is to complete a preliminary feasibility study for potential indoor recreation facility development. The focus of this effort is to provide initial planning and financial requirements for a potential Westside Recreation Center project identified in the 10-year [Comprehensive Plan](#).

The district also studied two other facility types that the community has expressed interest in: an indoor court/fieldhouse facility and an indoor ice facility. The study informs future planning efforts for indoor recreation facility development, including identifying potential capital costs and ongoing operation requirements.

Understanding these costs will allow the district to consider different funding options to construct indoor recreation facilities and forecast the impact on the general operating fund budget to determine if the district has the capacity to operate additional facilities.

Developing a new recreation facility is a complex process that takes years to plan and execute, and the timing must align with district resources to ensure long-term financial sustainability. Because such projects require a tax subsidy, it is essential we carefully evaluate the budgetary impact and readiness of the district before moving forward.

No action was taken at the meeting; the topic will be discussed at a future meeting.

A consent agenda was also approved for an updated board of directors' manual.

***Director Schoen made a motion to approve the Board Duties and Responsibilities Manual. Director Schiffman seconded. The motion passed unanimously, 5-0. (Owens, Schneider, Schoen, Schiffman, Hovekamp)***

The board will meet on Friday, Jan. 23, for its budget forecasting workshop.



## PLANNING & DEVELOPMENT PROJECT UPDATES February 2026

### COMMUNITY PARK PROJECTS



**Pine Nursery Park Phase 5:** Construction started in October 2025 with the first areas of focus being the maintenance yard, off-leash area and pickleball courts. Aggregate base is currently being installed for the artificial turf infields and work recently began on the athletic field lighting pole bases. Construction is anticipated to be complete by fall of 2026.

*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:** The draft memorandum of agreement (MOA) is complete and is being circulated for signature. Once the MOA is signed by all parties, 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:** Public outreach is in progress with two open houses held during the third week of January and the online survey remains open until January 30 for surrounding neighbors. Outreach with the Kids Inc students at Pine Ridge Elementary School took place on January 28. All the feedback from this round of outreach will inform the preliminary conceptual designs.

*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/>

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## TRAIL PROJECTS

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**Deschutes River Trail South – Refinement Study:** On October 21, 2025, the board of directors approved a contract with Kittelson & Associates Inc. to complete a project refinement study which will develop and analyze new trail alignment alternatives. Information resulting from this work will be used to inform future community conversations and decision-making processes. The project started in mid-December, and staff are currently establishing a stakeholder work group. The first stakeholder group meeting is anticipated to take place in late February or early March.

*This project will investigate and refine alternatives for completing the Deschutes River Trail South project. It does not include scope for final design or construction at this time.*

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**North Unit Canal Trail – Phase 1:** The district has completed property acquisition and has submitted a permit application to the Bureau of Reclamation. Currently, 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 early 2026, 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/>*

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## REGIONAL/ COMMUNITY WIDE PROJECTS

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**Art Station:** Construction began this past fall. Foundations and slabs on grade are installed, utilities are underway, and framing has recently begun. 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 development began in late summer 2025 and will continue through the winter. These concepts, which will be presented to the public in summer 2026, will allow the project team to analyze varying levels of options to address 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:** Land use permitting at the local level is complete and construction permits at the state and federal levels have been secured, but construction permitting at the local level continues. It is anticipated that this project will go out to bid in summer 2026 with construction beginning 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.*

<https://www.bendparksandrec.org/project/columbia-park-river-access-project/>

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## ASSET MANAGEMENT PROJECTS

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**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. Staff are now evaluating costs and project scope with the contractor. Changes to each will be included in the draft CIP for fiscal year 2027. Work is scheduled to begin in September of 2027.

*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/>



**Boyd Acres Park Services Complex:** Construction has started and personal protective equipment (PPE) is now required for visiting the site. Approximately 10 staff tours of the facility were conducted in January.

*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 additional design work required by the City of Bend for right-of-way improvements, the team will soon complete additional site survey so the design work can be completed. Once finished, staff will focus efforts towards securing alternative funding opportunities via an LGGP grant for installation of the upgrades. 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:** Contract documents are in process with estimated groundbreaking this 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:** A contractor has been selected, and the award of the construction contract is ready to go to board for approval. Currently this project is on hold pending lease negotiations with the Boys and Girls Club.

*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.*



**Larkspur Park Playground Renovation:** After years of use at this highly popular playground, renovations and replacements of the existing playground surfacing is needed. The major priority for this replacement is to ensure property ADA access is maintained throughout the playground area, including proper grade transitions from hardscape to playground surfacing. A site survey has been completed, and staff will begin to analyze that data this winter.

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## OTHER PROJECTS AND FUTURE DEVELOPMENT

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**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 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. The agreement has been finalized and is currently being circulated for signatures.

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**SDC Waivers for Affordable Housing:** Park SDC waivers for 787 single- and multi-family units have been approved through coordination with the City of Bend at a cost to the district of about \$5.5 million in waived SDC fees. BPRD has also approved SDC waivers for three temporary shelter projects, totaling 32 units, and at a cost of \$200,737 to the district. The board approved an additional 150 waivers for 2025 and 2026, all 150 of which have been used. Staff and legal counsel have completed the necessary deed restriction documents for 614 units since May 2020.

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**Deschutes River Access and Habitat Restoration Plan (River Plan) Update:** Staff provided the board with an update on plan implementation and the scope of the update, and are currently working on background data collection and review.

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## Park Services Biannual Report – Summer 2025

Park Services is responsible for the maintenance and operation of district parks, trails, and facilities. The department also manages the asset replacement plan, implements the ADA Transition Plan, oversees district-wide fleet and equipment services, and provides operational support for special events and recreation programs.

This biannual report provides a high-level overview of work completed between May 1, 2025, and October 31, 2025. During this six-month period, each division focused on its core responsibilities while also supporting department-wide needs. Some tasks, such as trash removal, require coordination and assistance from all Park Services staff.

All work is tracked and managed through the computerized maintenance management system (CMMS), Maintenance Connection. During this reporting period, 90% of work orders were preventive maintenance (PM), while 10% addressed reactive maintenance. Although reactive work is unavoidable, maintaining a high percentage of preventive maintenance is a priority. A strong PM program improves operational efficiency, reduces emergency repair costs, enhances safety, and extends the lifespan and productivity of district assets.

The following page provides a snapshot of reported labor hours for specific tasks during this six-month period. While informative, it does not capture the full scope of work performed by Park Services. Many essential tasks, such as trash removal, custodial services, landscape maintenance, and athletic field preparation, occur year-round but increase significantly during the summer due to higher park and trail visitation.

### Key Workload Trends

- **Noxious Weed Control:** A total of 560 hours of noxious weed control were completed by the Natural Resources and Trails divisions. Of these hours, 64% involved hand pulling or mechanical control, with no chemical spraying used.
- **Landscape Maintenance:** Although performed year-round, landscape maintenance hours increased by 48% during the summer months, from 6,930 hours in winter to 14,430 hours in summer.
- **Custodial Services:** Custodial hours in parks and rental facilities increased by more than 50% during the summer, rising from 3,328 winter hours to 6,496 summer hours. This increase reflects full restroom operations and higher use of rental facilities by both the public and BPRD programs.
- **Athletic Field Preparation:** Athletic field preparation accounted for 1,063 hours during this reporting period. This work supported eight sports for both BPRD programs and privately run events, including soccer, lacrosse, flag football, rugby, ultimate frisbee, softball, baseball, and kickball. Multiple field sizes are lined and painted weekly; for example, the BPRD soccer program alone requires six different field layouts.

- **Geese Management:** The 60 hours recorded for geese management reflect monitoring and data collection of local goose populations on district properties. As a reminder, the district was prohibited from conducting the geese round-up and relocation activities.

## Major Projects Completed

- **Hollinshead Park Tack Shed:** The tack shed's interior was renovated with custom features, such as a full-size model horse on display. These changes improve historical accuracy and help visitors understand the original homesteaders Dean and Lily Hollinshead used the property.
- **Pine Nursery Infrastructure Repair:** A lightning strike damaged a transformer at Pine Nursery. Facilities and landscape teams worked collaboratively to replace irrigation components and rewire electrical systems.
- **In-House Parking Lot Striping:** The Facilities team “optimized play” by purchasing equipment to perform parking lot striping in-house, reducing costs and improving response time. During this period, the crew striped more than 1,300 parking spaces.
- **Manzanita Trail Completion:** The Trails crew completed the Manzanita Trail, connecting Discovery Park to Shevlin Park. The project included construction of 1.4 miles of trail, consisting of the main Manzanita Trail and multiple neighborhood connector trails.



**Bend Park &  
Recreation  
DISTRICT**

We care for places where people play, learn and grow, and to protect our natural and cultural resources for the enjoyment of community residents.

**May - October 2025**

**3,629**

**TOTAL ACRES OF PARKS AND  
OPEN SPACES MAINTAINED**

**113**

**MILES OF DEVELOPED  
TRAILS MAINTAINED**



**1,306**

**HOURS OF TRAIL  
MAINTENANCE AND  
CONSTRUCTION**



**465**

**HOURS OF  
GRAFFITI AND  
VANDALISM**



**14,430**

**HOURS OF LANDSCAPE  
MAINTENANCE**



**60**

**HOURS OF GEESE  
MANAGEMENT**



**1,693**

**HOURS OF  
IRRIGATION  
MAINTANANCE**



**1,221**

**HOURS OF  
RECREATION  
AND RENTAL  
FACILITY  
MAINTENANCE**



**4,525**

**HOURS OF  
TRASH PICK UP**



**1,063**

**HOURS OF  
ATHLETIC FIELD  
PREPARATION**



**6,496**

**CUSTODIAL HOURS  
IN PARKS AND RENTAL  
FACILITIES**



**560**

**HOURS OF  
NOXIOUS WEED  
MANAGEMENT**



**1,386**

**HOURS OF EQUIPMENT  
AND VEHICLE  
MAINTENANCE**



**13,579**

**CUSTODIAL HOURS IN  
RECREATIONAL FACILITIES**



## Board Calendar

2026

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

### **MARCH 3**

#### **STAFF INTRODUCTIONS**

#### **WORK SESSION**

- Administrative Services Internships – *Kristin Toney (10 min)*
- Perception Survey: *Rachel Colton and Adam Probolsky with Probolsky Research (45 min)*

#### **CONSENT**

- Approve Resolution No. 2026-02, Naming the Executive Director the Registered Agent, Executive Secretary and Trustee of Tax Monies and naming the Administrative Services Director as the Budget Officer. (*tentative*)
- Portable Restrooms Contract

#### **BUSINESS SESSION**

- Approve Botanical Garden Memorandum of Understanding: *Rachel Colton (15 min) (tentative)*

### **MARCH 17**

#### **Joint Meeting 4 pm – 5:30 pm**

### **APRIL 7**

#### **WORK SESSION**

- Trust for Public Land – Technical Assistance Services – *Michelle Healy, and Nathan Henry and Kristin Kovalik, TPL (30 min)*
- Larkspur parking expansion update – *Bronwen Mastro (15 min)*

#### **CONSENT**

- Approve Health Insurance Contract
- Adopt Resolution No. 2026-XX of support for LGGP grant application for Hollinshead Park Improvement Project

#### **BUSINESS SESSION**

- Needs Based Assistance Report for FY 25-26 and Approve Plan for FY 25-26 – *Jase Newton (30 min)*
- Fees and Charges Policy Update – *Jase Newton (15 min)*

### **Future Topics**

IGA with NUID for canal trail – *Henry Stroud*

DEI Update – *Bronwen Mastro*

South UGB Updates – *Henry Stroud*

Bend Whitewater Park – *Ian Isaacson*

Coulter Grove Park Concept Plan – *Bronwen Mastro 7-21-26*

Park Search Area 5 (Talline) PSA – *Quinn Keever*

Therapeutic Recreation Update

B&G Club Lease – *Kristin Toney*

Resolution No. 2026-01 Budget Amendment Rental Fund – *Kristin Toney*

MOU with Historical Society for Hollinhead Museum – *Julie Brown (20 min)*

Preconstruction Contract Amendment for JSFC – *Brian Hudspeth (15 min)*

Approve Old Bend Gym Wall Repair construction contract – *Bronwen Mastro (10 min)*