

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.