



Bend Park & Recreation District

July 7, 2026

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

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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 nataliem@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: July 7, 2026

SUBJECT: Election of the Board Chair and Vice Chair

STAFF RESOURCE: Michelle Healy, Executive Director

PREVIOUS BOARD ACTION: July 1, 2025, Elected Chair and Vice Chair

ACTION PROPOSED: Elect board officers for fiscal year 2026-27.

STRATEGIC PLAN: N/A

BACKGROUND

The board of directors elects a chair and vice chair at the first meeting in July of the new fiscal year. The chair and vice chair each serve a one-year term. Duties and responsibilities of the chair include presiding at board meetings and signing documents such as ordinances, resolutions, proclamations, board correspondence, and the executive director's employment contract. The chair may also serve as the legislative liaison and represent the board of directors in meetings with other agency officials, and at public functions requiring a presence of the district. In the event the chair is absent from a meeting or unavailable for any of the duties mentioned above, the vice chair will substitute for the chair.

STAFF RECOMMENDATION

N/A

BUDGETARY IMPACT

None

MOTIONS

I nominate _____ to serve as chair of the Bend Park & Recreation District Board of Directors for Fiscal Year 2026-2027.

I nominate _____ to serve as vice chair of the Bend Park & Recreation District Board of Directors for Fiscal Year 2026-2027.

BOARD AGENDA COMMUNICATION

AGENDA DATE:	July 7, 2026
SUBJECT:	Board of Directors Meeting Dates and Times
STAFF RESOURCE:	Michelle Healy, Executive Director
PREVIOUS BOARD ACTION:	None
ACTION PROPOSED:	Set board meeting dates and times for fiscal year 2026-2027
STRATEGIC PLAN:	N/A

BACKGROUND

The board formally determines the meeting dates and times for the year at the first meeting in July. Meetings are typically held on the first and third Tuesday of each month. Agenda items include, but are not limited to:

- Visitor Comments
- Staff Introductions and Recognitions
- Work Session
- Business Session
- Executive Session
- Executive Director's Report

STAFF RECOMMENDATION

Staff recommend board meetings continue to be held on the first and third Tuesday of the month beginning at 5:30 pm.

BUDGETARY IMPACT

None

MOTION

I move that the Bend Park and Recreation District Board of Directors hold regular public meetings on the first and third Tuesdays of each month, beginning at 5:30 p.m. with a work session, followed by a business session, unless otherwise noticed.

BOARD AGENDA COMMUNICATION

AGENDA DATE:	July 07, 2026
SUBJECT:	Approve Park Operations and Development Additional Construction Contract Contingency
STAFF RESOURCE:	Bronwen Mastro, Landscape Architect
PREVIOUS BOARD ACTION:	January 4, 2022 - Approved Purchase and Sale Agreement for Boyd Acres Park Services Complex March 04, 2025 - Amend Professional Services Contract for Boyd Acres Park Services Complex April 16, 2024 - Award Professional Services Contract for Boyd Acres Park Services Complex December 16, 2025 - Award Construction Contract for Boyd Acres Park Services Complex June 02, 2026 – Boyd Property Naming
ACTION PROPOSED:	Approve Park Operations and Development Additional Construction Contingency
STRATEGIC PLAN:	
 Priority:	Team
 Goal:	Support the well-being and safety of all district employees
 Strategy:	Keep up with changing workforce needs and adapt how the district works to enhance employee experiences

BACKGROUND

The existing Park Services Shop was built in the 1980s on a sloped site and sized to accommodate support services of the district at that time. The facility is now inadequate to meet today's needs for space, safety and efficient operations. The district purchased the city's former utility shop on Boyd Acres Road in December 2025. The property is 5.08 acres and is comprised of four buildings that house office, shop and warehouse space.

The board approved the construction contract on December 16, 2025, and construction began in January 2026. The construction scope includes both interior improvements to all four buildings and exterior improvements. Interior work includes conversion of shop space to offices and common staff space; reconfiguration of warehouse and shop spaces; reconfiguration and finish upgrades in existing office space; and plumbing, mechanical, HVAC, electrical and data upgrades. Exterior improvements include revision of site circulation, parking, exterior storage, electric vehicle and trailer charging and removal of an existing fuel tank.

Through the course of construction there have been unexpected site conditions encountered and

modifications to scope. This is common with renovation projects when existing conditions are not fully known until demolition begins. The larger change orders to date include adding fiber optic lines between the buildings, structural issues with existing framing and modifications to existing HVAC systems. Additionally, some design changes were made for the long-term benefit of the site, including upgrading IT infrastructure, relocating some offices, and replacing roll up garage doors. The approved contingency funds are close to being exhausted.

The board previously awarded a construction contract to 2KG Contractors, Inc, for \$2,898,500 and approved a 10% contingency of \$289,850, for a total construction budget not to exceed \$3,188,350. Staff are requesting an additional 5% of the original construction contract amount, in the sum of \$144,925 for contingency to finish the construction. This would bring the construction contingency to 15% of the total construction cost, which aligns with industry standards for renovation projects. Transferring savings from other line items within the existing project budget would cover the additional construction contingency, without increasing the total project cost. While there are sufficient funds left within the overall project budget, increasing the construction contract contingency requires board approval.

BUDGETARY IMPACT

The 2026-2030 Capital Improvement Plan (CIP) allocates \$11,150,000 in funding from property taxes and system development charge funds for the project. This allocation included \$6,900,000 to purchase the property from the city, leaving \$4,250,000 for construction and other district related costs. The additional 5% contingency will increase the cost not to exceed for construction to \$3,333,275 leaving \$916,725 for miscellaneous owner costs. Approval does not change the original \$11,150,000 funding allocation for the project.

STAFF RECOMMENDATION

Staff recommend that the board approve an additional 5% contingency of \$144,925, for a total construction budget not to exceed \$3,333,275.

MOTION

I move to approve an additional 5% contingency of \$144,925, for a total construction budget not to exceed \$3,333,275.

ATTACHMENT

None



Board Meeting Summary

June 16, 2026

District Office Building | 799 SW Columbia | Bend, Oregon



BOARD PRESENT

Cary Schneider	Nathan Hovekamp
Donna Owens	Deb Schoen
Jodie Schiffman	

The June 16 meeting of the Bend Park & Recreation District Board of Directors was a full business session, including budget approval, naming a new facility, and the executive director's evaluation among other topics. A [video recording](#) is available.

Work Session

Climate Adaptation Plan

BPRD Planners Quinn Kever and Henry Stroud presented an overview of the district's developing Climate Adaptation Plan, which outlines strategies to address the impacts of climate change on parks, facilities and operations.

The presentation highlighted key risks affecting Central Oregon, including increasing extreme heat, drought, wildfire, smoke and heavy rainfall. These conditions are expected to influence park infrastructure, natural areas and community safety in the coming decades.

The presentation shared findings from internal focus groups conducted with departments and the Sustainability Committee to better understand how climate impacts are already affecting day-to-day operations. These insights will inform future adaptation strategies to reduce risks and improve resilience across the district.

This work builds on the district's existing efforts, shifting focus from primarily reducing environmental impacts to also preparing for and adapting to changing conditions.

Recreation Facility Planning and Feasibility Study

The board also received a presentation on the Recreation Facility Planning and Feasibility Study, which evaluates options for possible future indoor recreation facilities.

The study led by Matt Mercer, retired recreation services director, examines several potential facility types, including an aquatic and fitness center, indoor ice rink and multi-use athletic facility. It also analyzes costs, operational impacts and long-term sustainability considerations.

Key findings show strong community demand for additional indoor recreation space, particularly as existing facilities approach peak capacity. The study also confirms that the district-owned Simpson site could accommodate a future westside recreation center, depending on final design.

Staff emphasized that any new facility would require careful financial planning, including identifying funding sources and balancing future operating costs. The study is an early step in a longer planning process that will involve additional community input and board direction.

Business Session

Annexation of 45-acre property

During the business session, the board approved Resolution No. 2026-10, authorizing annexation of a 45.27-acre property into the district. The property, located near OB Riley Road, is part of a proposed subdivision and requires annexation to move forward with development approvals from Deschutes County.

Annexation ensures that new development areas are included within the district's service boundaries and contribute to parks and recreation through property taxes and system development charges. The property is adjacent to key recreational assets, including the Deschutes River Trail and Riley Ranch Nature Reserve, and is located within a park planning area focused on improving pedestrian connections.

Board approval allows the property owner to proceed with a formal annexation petition through the county process. The action supports long-term planning goals by aligning growth with access to park services and infrastructure.

Director Schiffman made a motion to approve Resolution No. 2026-10 authorizing annexation of a 45.27-acre property into the Bend Park and Recreation District and to authorize the Executive Director to execute all necessary documents to complete the annexation. Director Schoen seconded the motion. *The motion passed unanimously, 5-0. (Owens, Schneider, Hovekamp, Schoen, Schiffman)*

The regular meeting was adjourned, and the chair announced the board was entering Executive Session pursuant to **ORS 192.660(2)(h)** for the purpose of consulting with legal counsel concerning legal rights and duties of a public body regarding current litigation or litigation likely to be filed. This session is closed to all members of the public except for representatives of the news media. The next board meeting is July 7, 2026. ###



**PLANNING & DEVELOPMENT
PROJECT UPDATES
July 2026**

COMMUNITY PARK PROJECTS

Pine Nursery Park Phase 5: *This project constructs the final features identified in the approved development plan for this highly used community park. Project work includes athletic field lighting, artificial turf infields, more pickleball courts, pickleball court lighting, full court basketball, new trail connectivity, ADA access improvements, off-leash dog area improvements, pedestrian trail lighting, maintenance area improvements, landscaping, and irrigation.*

<https://www.bendparksandrec.org/project/pine-nursery-park-phase-5/>

Phase: Construction

☒ **No updates**

- The artificial turf infields are installed, and the athletic field light poles are currently being installed. Pathway light pole bases are nearly in and additional asphalt pathways are being prepared for paving the first week of June. Construction is anticipated to be complete by fall of 2026

☐ **Update**

Sawyer Park Upgrades: *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/>

Phase: Permitting

☐ **No updates**

☒ **Update**

- The construction contract was approved by the board at the June 2 meeting. Construction is anticipated to start mid to late July.

NEIGHBORHOOD PARK PROJECTS

Coulter Grove Park: *The district purchased this property in 2023 to fulfill Search Area 18. Neighborhood parks offer recreation amenities such as picnic shelters, open lawn play areas, children's play areas, paths, and natural areas. The scope of the project will be refined through the public outreach process prior to the start of the design phase.*

<https://www.bendparksandrec.org/project/reed-lane-neighborhood-park-site/>

Phase: Outreach/Design

☐ **No updates**

☒ **Update**

- The preferred concept design has been developed and is being evaluated for cost. It is anticipated the preferred concept design will be brought to the board for approval at the July 21 meeting.

TRAIL PROJECTS

Deschutes River Trail South – Refinement Study: *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.*

<https://www.bendparksandrec.org/project/deschutes-river-trail-south-study/>

Phase: Planning

☐ No updates

☒ Update

- District staff and the consultant have completed the first round of public input for the project. Public input was collected during two open houses; first an online virtual open house that was open between April 2 – 23, and second an in-person event on April 2. The results of this public outreach are being considered along with the previously completed existing conditions memorandum to develop several bridge and trail alignment options and a methodology to evaluate these options. The outcome of that work will be the focus of the next stakeholder advisory group meeting, which is targeted for late August or early September 2026.

North Unit Canal Trail – Phase 1: *This trail in northeast Bend is planned to be a 10-foot-wide multi-use trail with primarily compacted gravel surface, with some portions having asphalt surface. Phase 1 includes the development 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/>

Phase: Permitting

☒ No updates

- The district has completed property acquisition and has submitted a permit application to the Bureau of Reclamation. Currently, staff do not have a set timeline for the permit review and approval process.

☐ Update

Riverfront Street Deschutes River Trail Improvements: *Riverfront Street, between Galveston Avenue and Miller's Landing Park, is a local street with narrow sidewalk that has functioned as the DRT for many years. It is one of the last remaining "gaps" of 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/>

Phase: Design

☒ No updates

- The City of Bend has provided the district with 30% design documents and cost estimates for the "one-way street" design approach and include a 10-foot-wide concrete trail in lieu of sidewalk throughout the entire street corridor. Design work is expected to be completed mid-2026, however, funding for construction has still not been identified, so a timeline for construction cannot be provided at this time.

☐ Update

REGIONAL/ COMMUNITY WIDE PROJECTS

Art Station and Larkspur Parking Considerations: *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 art programs for inspiration and space to create, while preserving the landscape and trail experience to the fullest extent possible. Additional research will also be done to evaluate the Larkspur complex parking. Staff hired a transportation engineer to review and evaluate the current parking constraints seen frequently onsite. The potential for 50+ parking stalls may be required for the overall Larkspur Site.* <https://www.bendparksandrec.org/project/art-station/>

Phase: Construction

☐ No updates

☒ Update

- Interior mechanicals are roughed in and drywall is being installed; siding and roofing are still ongoing. The Art Station is expected to be under construction through the summer of 2026. The parking lot expansion currently has City Planning approval. The district's consultant is currently working on permit level documentation.

Bend White Water Park Maintenance and McKay Park River Access Project: *After completion in 2016, the Whitewater Park is due for review and maintenance. The first phase of this project used survey and engineering analysis to compare the current functions of the park with the original design intent. The district will work with the consultant to determine the 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/>*

Phase: Design

☒ No updates

- Staff will be providing a project status update to the July 21 board meeting.

☐ Update

Columbia Park River Access Project: *The preferred concept design includes bank improvements to enhance the natural area within this reach of river frontage, as well as a small, hardened access point for river users. It is anticipated that this project will go out to bid in summer 2026 with construction beginning in early fall 2026. 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/>*

Phase: Permitting

☐ No updates

☒ Update

- This project has been put out to bid, with an anticipated construction start date of October 2026.

ASSET MANAGEMENT PROJECTS

Sylvan Park Playground Renovation: *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/>*

Phase: Construction

☐ No updates

☒ Update

- Playground equipment has been delivered and is being installed by the contractor, with surfacing to follow.

JSFC Outdoor Pool Roof Cover Replacement and Renovation Project: *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, and re-lining of the Myrtha walls in the 50-meter pool. Work is scheduled to begin Fall 2027.*

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

Phase: Planning

☒ No updates

- Pence Construction has been working with the City of Bend regarding recently updated code sections for structural and fire protections. Once staff get the information from the city, the architectural team will begin the construction design for the project, moving forward with permitting later this fall/winter. Construction is scheduled to begin in the fall of 2027.

☐ Update

Boyd Acres Park Services Complex: *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 2026. The district is developing a design for tenant improvements to be constructed once the district takes ownership of the property.*

Phase: Construction

☐ No updates:

☒ Update

- Construction progress continues. With Building A nearing completion, the first teams will move mid-July, which are the Park Stewards and Planning and Development. The remaining teams will move on a rolling basis from late August through mid-October.

Hollinshead Park ADA and Preferred Concept Design: *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. Construction is slated to begin mid-2027.*

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

Phase: Permitting

☐ No updates

☒ Update

- The City of Bend Land Use application is being prepared and will be ready to submit this summer. Once Land Use has been finalized, the construction permitting process will begin and carry through to Spring 2027. Construction is anticipated to begin Summer 2027.

Old Bend Gym Wall Renovation: *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.*

Phase: Permitting

☒ No updates

- A grant from the Kinsman Foundation was received to create molds of the cast stone decorative features on the building corners. This will allow the district to recast and replace the features in the future. The work will take place this fall.

☐ Update

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.*

Phase: Planning

☒ No updates

- Additional analysis is required to determine the full scope of this project. Staff will continue to develop options.

☐ Update

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 Comprehensive Plan: 2024 Midterm Update.*

☐ No updates

☒ Update

- BPRD recently closed on a new 2.1 acre property in SE Bend for development of a neighborhood park within the Easton master plan development.
- Staff are working with several property owners in search areas 15, 21 and 38, all located in the SE section of town. These are very difficult areas of the community to locate park properties within. As staff gets more details, these properties will be brought to the board for consideration to move forward with purchase and sale agreements.

SDC Waivers for Affordable Housing:

☒ **No updates**

- 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.

☐ **Update**

Deschutes River Access and Habitat Restoration Plan (River Plan) Update: *The Deschutes River Access and Habitat Restoration Plan (River Plan) was adopted in November 2021 and includes 28 projects. Over the past four years, the district has completed 12 of the 28 projects, or approximately 43%. Planning staff are working on a minor update to the plan to reflect changing conditions within the river corridor and to incorporate new sources of data regarding environmental conditions and river park usage.*

☒ **No updates**

- 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, including a review of the habitat inventory work completed by BPRD's 2025 summer intern.

☐ **Update**

Climate Adaptation Plan Update: *The district has begun to develop a Climate Adaptation Plan that will include specific strategies to reduce impacts to district assets and manage the risks associated with climate change.*

☐ **No updates**

☒ **Update**

- The planning team recently completed a series of internal focus group meetings with each department and the Sustainability Committee to solicit input about what climate impacts the district is currently experiencing, and to generate ideas for adapting to these impacts.
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Board Calendar 2026

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

July 21 Board Reports Due 7/10

EXECUTIVE SESSION

- Land

SAFETY/SECURITY PROCEDURES WALKTHROUGH – 5 PM

STAFF INTRODUCTIONS

Cathi Ellis Rec (Art Station);

WORK SESSION

- Whitewater Park project update – *Ian Isaacson (20 min)*
- School District Partnership (*tentative 20 min*) - *Cathi Ellis and Jase Newton*

BUSINESS SESSION

- Approve Bear Creek PSA and Resolution # 2026-0X – *Sara Anselment (15 min)*
- Approve Coulter Grove Park Concept Plan – *Bronwen Mastro (30 min)*

REPORTS

August 4 Board Reports Due 7/24 – Nathan Out (Cancelled)

August 18 Board Reports Due 8/7 – Nathan Out

EXECUTIVE SESSION

WORK SESSION

- Art Station Opening and Operating Plans Overview—Jase Newton, Cathi Eliis (20 min)

BUSINESS SESSION

- Approve Columbia Park Access and Gilchrist Bridge Construction Contract – Jason Powell (15 min)

REPORTS 4th Quarter Rec Report; 4th Quarter Admin update

September 1 Board Reports Due 8/21 – Nathan Out; Jodi may miss or be late (Maybe Cancel)

Future Topics

IGA with NUID for canal trail – *Henry Stroud*

DEI Update – *Bronwen Mastro*

South UGB Updates – *Henry Stroud*

Bear Creek PSA – *Sara Anselment*

Bend Whitewater Park – *Ian Isaacson*

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

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

Therapeutic Recreation Update

B&G Club Lease – *Kristin Toney*

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

Girls in sports