



City of Eagle Point

Neighborhood Enhancement Commission

Meeting Agenda

April 10, 2023

Council Chambers

17 Buchanan Avenue South, Eagle Point, Oregon

1. CALL TO ORDER – 6:00 P.M.
2. AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA
3. CONSENT CALENDAR
 - 3.1 Presentation of Regular Meeting Minutes of March 6, 2023.
4. OLD BUSINESS
 - 4.1 Continued discussion regarding Parks Master Plan update with the University of Oregon consultant team via Zoom – Mike Upston, Community Development Director.
5. ADJOURN

*AGENDA AND MEETING PACKETS ALSO AVAILABLE ON WEBSITE (www.cityofeaglepoint.org)
If an accommodation is needed to participate in this meeting, please contact the City Recorder at 541-826-4212 ext. 106 or TTY/TDD 711 or 800-735-2900. Notification of at least 48 hours prior to the meeting will assist the city in providing reasonable accommodations. (28 CFR 35.102-35.104 ADA Title II).*

**BUSINESS OF THE NEIGHBORHOOD ENHANCEMENT COMMISSION
EAGLE POINT, OREGON**

AGENDA STATEMENT

Item Number: 4.1

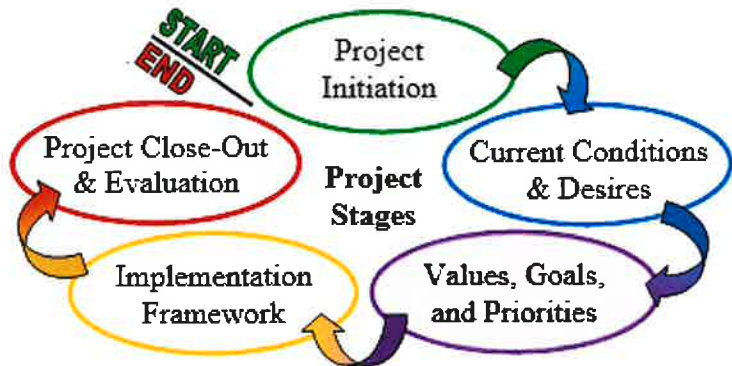
Meeting Date: April 10, 2023

ITEM TITLE: Discussion regarding progress on the City's updated Parks Master Plan.

SUBMITTED BY: Mike Upston, Community Development Director, (541) 826-4212 ext 111

SUMMARY EXPLANATION:


With completion of the Parks Master Plan still on track for summer, we are finalizing tasks within the project's third stage of work, 'Values, Goals & Priorities'. This stage involves assessing the current state of Eagle Point's park system, getting an understanding of the community's desires for what it should become over the next 20 years, and using that to create goals and priorities for the Plan updates.



Our consultant, Ms. Aniko Drlik-Mueleck from the University of Oregon's Institute for Policy Research & Engagement, will join us remotely to share the progress and engage the Commission on a variety of items that will position us to begin moving toward the fourth stage of the project, 'Implementation Framework' in late May or June.

Aniko is planning to spend 15 – 20 minutes presenting and receiving feedback/comments on the proposed outline for the Parks Master Plan. Then she plans to spend a similar amount of time presenting the Engagement Plan, to include finalizing dates for outreach efforts at Lucas Park and Main Street Coffee on May 6, and the 71Five Campus Youth Center and the Library during the week of May 8 – 12. She will coordinate commissioner schedules and get dates on the calendars for those identified to be directly involved.

The allotted time for the Engagement Plan discussion will also include coordinating tasks - primarily the advertising of events, including details such as timeline for providing outreach materials (flyer, etc.) and posting in places such as Eventbrite, Nextdoor, Facebook, personal networks, and the local newspaper.

APPROVED FOR SUBMITTAL: 
Aaron Prunty, City Administrator

ATTACHED: Attachment No. 1 - Eagle Point Parks Plan Outline & Draft Park System Recommendations.



April 4, 2023

To City of Eagle Point Staff and Neighborhood Enhancement Commission
 From UO Institute for Policy Research & Engagement Parks Planning Team
 SUBJECT EAGLE POINT PARKS PLAN OUTLINE & DRAFT PARK SYSTEM RECOMMENDATIONS

OVERVIEW

This memo contains a proposed outline for the Eagle Point Parks Master Plan. Some sections have draft text and others just provide statements about what would be included in the section. This is a summary of the current structure and level of detail provided in each section:

Chapter 1: Introduction 3

This section includes a draft of potential text and is organized as follows:

Overview	3
Purpose of the Plan	3
The Parks Planning Process	3
Understanding Current Capacity	4
Listening to Hopes & Dreams	4
Building Community Partnerships	4
Designing a Future Together	4
Community Context	4
Brief History	5

Chapter 2: The Eagle Point Park System 5

This section includes only ideas about what would be included in the section and is organized as follows:

Current Park System (Parks Inventory)	5
Future Park System (Needs Assessment)	5

Chapter 3: Park System Goals, Objectives, and Strategies 6

This section includes a draft of the overall park system goals, objectives, and strategies and is organized as follows:

Goal 1: Comprehensive Recreation Opportunities	6
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Goal 2: Inclusive and Safe Connections	6
Goal 3: Support and Expand Operations & Maintenance	7
Goal 4: Collaboration and Stewardship	7
Chapter 4: Park Specific Goals, Objectives, and Strategies	8
<i>This section includes only ideas about what would be included in the section</i>	
Chapter 5: Operations and Funding	9
<i>This section includes only ideas about what would be included in the section and is organized as follows:</i>	
Goals for Funding/Financing Options	9
Staff and Operations Budget	9
Parkland Improvements	9
Capital Improvements	10
Funding Sources	10
Chapter 6: Future Plan Updates	10
<i>This section includes only ideas about what would be included in the section</i>	
Appendices	11
<i>This section includes only ideas about what would be included in the section and is organized as follows:</i>	
Community Engagement	11
Ecological Assessment/Sustainability	11
Resources	11
Marketing	11
Funding Opportunities	11
Implementation/ Phasing: Future Considerations & Land Acquisition	11

What we need

Right now, we would appreciate feedback on the following:

- Overall proposed structure of the plan
- Feedback on the updated Park System Goals, Objectives, and Strategies

CHAPTER I: INTRODUCTION

Overview

Parks serve an important function in our communities by providing a public space for neighbors to gather.

Just like natural ecosystems, parks in urban settings evolve over time. The growth and expansion of communities shape the future of parks. Current decisions have the opportunity to shape these public spaces to serve generations to come. The decisions on how a park is designed to be utilized by the public is shaped by the residents. Since parks are a vital resource that is shared by all residents in a community it must be curated to accommodate people from ages of 8 to 80. How those decisions are made, and what those decisions are, represent the people of that city and reflect their relationship with the natural world. Parks in urban settings allow people to interact with various components of nature that have large implications on our relationship to this planet.

The Eagle Points Master Plan is intended to provide guidance and resources to support the development and maintenance of the parks system for years to come. This document serves as a blueprint for the implementation of goals and strategies meant to serve the residents and neighbors of the Eagle Point Community. The public participation process is a cornerstone to building ownership within a community. The priorities outlined in the Parks and Recreation Plan were guided by the input of residents, community groups, and city staff, through engagement activities in the parks and schools, and through community surveys.

This document will provide an actionable framework for City elected and appointed officials, management and staff in guiding discussions and decision making for the existing and future parks in Eagle Point.

This document is intended to be updated and remain in line with local interests.

Purpose of the Plan

The Parks Master Plan (Master Plan, Plan) establishes a vision for Eagle Points' parks system and includes recommendations for the operations and development of quality park facilities over the next 20 years. The purpose of this plan is to provide guidance and direction to resources to implement improvements to the Eagle Points parks informed by suggestions made by the community. The plan is a visual guide that showcases the current conditions to create a framework in which to shape future plans.

The current conditions of the park are illustrated in maps. The maps are a visual representation of each individual parks inventory of structures and amenities. Key statistics highlight key takeaways from engagement activities. The park system wide goals are broken down into objectives supported by specific, actionable strategies. The strategies are action items supported by various local organizations that will facilitate those improvements. The layout and content are meant to inspire future visions, discussions, and provide an accessible, reference document for planning professionals and citizens.

The Parks Planning Process

The planning process involved continuous engagement with various groups within the Eagle Point Community, including residents, the neighborhood enhancement commission, and city staff. Through continuous engagement with people in the community shaped the planning team's perspective on the capacity, vision, and affiliation of various organizations.

Understanding Current Capacity

The Eagle Point Parks planning team met with city officials and staff to understand the current capacity of staff and resources to maintain and improve existing parks. These conversations highlighted the existing restrictions limiting improvements and development.

Listening to Hopes & Dreams

Community members shared their thoughts, feelings, hopes, and dreams through surveys, workshops, and dialogue with the planning team. The feedback and input provided by the neighbors of Eagle Point through these community engagement activities (Appendix A) informed the priorities for the plan.

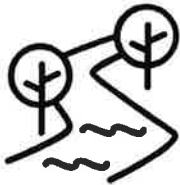
Building Community Partnerships

The Neighborhood Enhancement Committee (NEC), City Staff and various organizations within the broader community connected and established strategies to support the goals outlined in this plan. Aligning organizations with similar interests, skill sets, and resources fostered ownership for the pursuit and execution of strategies to support the broader goals and objectives.

Designing a Future Together

Not all parks are created equal because the needs and priorities for each community differ. By listening to the residents, community liaisons, city officials, and organizations, the planning team outlined goals that supported the desires of current residents. The pursuit of these goals tied to the notion that the community will “design a future together”. By engaging with the community, learning about their specific challenges, listening to their struggles, and connecting key players in the community, residents and community members are encouraged to take ownership in their parks, improve them, and use them more.

Community Context



Takelma, Shasta, Modoc, Cow Creek Umpqua, Cayuse, Umatilla, Walla Walla, Confederated Tribes of Grande Ronde, and Confederated Tribes of Siletz Indians inhabited this land.



In 1872 Snowy Butte Mill built along Little Butte Creek.



City of Eagle Point incorporated in 1911.

Brief History

The City of Eagle Point is the only city incorporated in the Little butte creek watershed, which drains approximately 373 square miles of southern Oregon. The city owns 2% of watershed, the remainder is federally (48%) and privately (50%) owned. Agricultural success and abundant crop yields led to the establishment of Butte Creek Mill (formerly Snowy Butte Mill) that supported Eagle Points' early economy.

Although the mill is still in operation today, the "bedroom community" of Eagle Point is more closely aligned with the tourism industry driven by people adventuring in the Cascades. As the "The Gateway to the Lakes", the city is along the route to lakes and mountains to the East.

CHAPTER 2: THE EAGLE POINT PARK SYSTEM

Current Park System (Parks Inventory)

Include a map of the existing park system.

Use the map of each park as a visual reference along with a park inventory table to illustrate the existing conditions and features.

Identify points of disconnection and highlight needs with reasoning (similar to large text in Community Profile).

Future Park System (Needs Assessment)

Access map with a ½ mile buffer to illustrate underserved areas

Underserved areas (defined as being able to walk/bike to a park) - Separated into tiers (different colors?) - parks that have shade, bathrooms, places to sit.

1. Access to some amenities (2/3)
2. Access to a park (1/3)
3. Park with no amenities
4. No parkland access

Connectivity map used to illustrate the connectivity of bicycle paths and sidewalks to park in town:

- Highlight areas that represent gaps in connectivity

CHAPTER 3: PARK SYSTEM GOALS, OBJECTIVES, AND STRATEGIES

Goal 1: Comprehensive Recreation Opportunities

Goal: Develop Eagle Point parks personnel, amenities, and regional partnerships to provide high quality and accessible activities to residents.

Objectives:

1. Establish collaborative relationships with local organizations to offer diverse recreational opportunities for all Eagle Point residents.
2. Provide amenities and facilities that support recreation, events, and activities.

Strategies:

1. Work with the Chamber of Commerce and Community Foundation to host or facilitate community events geared towards diverse age groups.
2. Collaborate with the Rogue Valley YMCA, Discovery ED, Eagle Point School District #9, Boy Scouts, groups and organizations from places of worship, and other local organizations to provide recreational opportunities to residents and visitors.
3. Work with above listed organizations to advertise recreation opportunities within Eagle Point and surrounding areas.
4. Promote and encourage resident participation in local recreation and activities hosted by regional partners.
5. Build and maintain accessible features in the parks to create inclusive outdoor environments for all residents regardless of ability.

Goal 2: Inclusive and Safe Connections

Goal: Create an interconnected network of multi-use trails, pathways, and wayfinding that support safe and accessible connections between neighborhoods and parks.

Objectives:

1. Connect and unify the community with trails, paths, and alternative transportation options.
2. Ensure safety standards for sidewalks, trails, and other park features.
3. Create links to residential neighborhoods, schools, and parks.
4. Increase the accessibility of recreation within each park.

Strategies:

1. Develop a system-wide map for points of connection between parks and distribute to the community through City and local partners' channels of communication.
2. Locate trails in conjunction with park sites, schools, and other community facilities to increase local area access to the trail system.
3. Create wide pedestrian and bicycle paths and trails that are clearly marked to expand active transportation options.
4. Promote connectivity between parks residential areas, and schools by mapping out safe routes.
5. Provide signage within each park to identify the park-wide system, entrances and exits, and trails by name to distinctively reflect the character of the park.

6. Ensure visitors have barrier-free access to each park, including restrooms, parking, and access to at least one recreational feature (picnic tables, benches, trails, etc.).
7. Provide trails that comply with the Americans with Disabilities Act and Architectural Barriers Act for design standards by rehabilitating areas and facilities that do not meet the ADA requirements by conducting a site evaluation or audit.
8. Implement a lighting standard to ensure parks and paths are appropriately lit both to and within the parks.
 - o *From NEC: Not necessarily part of the city's capacity, look into existing standards and reword as appropriate*
 - o *From NEC: Should still be included*

Goal 3: Support and Expand Operations & Maintenance

Goal: Support the continuation and expansion of high-quality park operations and maintenance services

Objectives:

1. Manage park operations to help minimize costs while providing high quality, safe facilities and grounds.
2. Preserve park quality by maintaining fields, buildings, bathrooms, trails, and all amenities as appropriate for the summer and winter seasons.
3. Enhance and maintain landscaping and natural resources within parks to create attractive and welcoming spaces.
4. Implement an integrated pest management strategy to focus on controlling pests and non-native species in a way that promotes ecological health of the creek and adjacent parks.
5. Increase service capacity by outsourcing services and managing the parks with the ecological health of the area in mind.

Strategies:

1. Acquisition of a designated Parks & Recreation Director.
2. Maintain a seasonal hiring strategy to improve flexibility with maintenance demands during the winter and summer seasons.
3. Develop a system to gather park users' feedback about maintenance needs and ensure feedback is addressed in a timely manner.
4. Conduct a needs assessment to determine how long bathrooms should stay open in different parks based on residents' uses and needs.
5. Provide regular training for employees to support best practices in ecological management (ex. RVSS Stormwater Management, invasive species management training, herbicide applicator training, integrated pest management training).
6. Monitor water resources and communicate water safety standards to community and watershed council.
7. Incorporate pollinator friendly vegetation and landscaping, especially for monarch butterflies, and create monarch waystations

Goal 4: Collaboration and Stewardship

Goal: Expand the city's capacity to meet its goals by fostering community involvement in parks through volunteerism, partnerships, community events, and activities programming.

Objectives:

1. Support existing relationships with community members and organizations that have volunteered or hosted events to support parks programming and upkeep.
2. Establish and build new relationships with organizations that are interested in supporting the park system.
3. Leverage passive and active community events and involvement opportunities in the parks to promote ecological and civic education.

Strategies:

1. Support the Eagle Point Parks Foundation and encourage similar public-private partnerships to fund future enhancements within the Eagle Point park system.
2. Identify Eagle Point organizations that could be effective and enthusiastic partners in fostering volunteer opportunities for the support of maintenance, events, and programming in the parks.
3. Identify opportunities to create youth park stewardship partnerships, especially with the School District, to involve students in maintaining and enhancing the parks.
4. Establish relationships with landowners adjacent to parks to:
 - a. Increase access to the creek
 - b. Identify new potential creek crossings
 - c. Increase parkland capacity through collaborative agreements such as land dedication.
5. Partner with local organizations (ex. youth organizations and the Senior Center) to create educational and promotional materials that support park stewardship.
 - a. Distribute these materials at City parks, the Visitors Center, and community events.
6. Add identification signage for flora and fauna to create educational space within parks and along walking trails.
7. Partner with organizations that can provide staff training and education opportunities.
8. Work with partners to provide opportunities for the community to engage in learning and stewardship activities in the parks such as:
 - a. Hosting native seed collecting and planting days that teach community members about native plants and how to incorporate them into landscaping
 - b. Offering educational programs about planting, pruning, and removal of necessary trees
 - c. Partner with OSU Extension or the Southern Oregon University OLLI Program
9. Collaborate with organizations to provide activities and events such as movies in the parks, music events, and others to get people to use the parks more.
 - a. Reduce vandalism and increase safety by encouraging more use of the parks, especially during typically non-peak hours.
10. Work with the Upper Rogue Independent and other local media to help promote events, sponsor events, and create public service announcements

CHAPTER 4: PARK SPECIFIC GOALS, OBJECTIVES, AND STRATEGIES

Set of recommendations for each individual park

General takeaways about important things to the community:

- Amenities & Facilities – generally public wants more

- Trails and connections between parks
- Accessibility features, age inclusion (younger kids, teens, adults, seniors)

CHAPTER 5: OPERATIONS AND FUNDING

Goals for Funding/Financing Options

Ideas:

- Eagle Point Parks Foundation for fundraising efforts
- Research and prepare grant proposals to fund projects.
- Funding for maintenance of each new or expanded park is to be comprehensive, cost effective, include replacement costs of equipment and vehicles, and include training for full-time and temporary staff for professional operations.
- Creation of parkland dedication ordinance
- Seek funds from diverse funding sources
- Reasonable and equitable fee schedule for specialized and limited use facilities

Staff and Operations Budget

Describe existing staffing and budget

Parkland Improvements

Framed around phasing

Example:

Table 7-3. P1 Parkland Improvements (FY17-18 through FY22-23)

Program Element	Quantity	Unit	Cost/Unit	Total
Colver Park				
C-4: Trash cans	3	Each	\$ 350.00	\$ 1,050.00
C-5: Landscaping at entrance and parking lot	10	Each	\$ 10.00	\$ 100.00
Shrubs- 3 gallon (installed)	6	Each	\$ 27.00	\$ 162.00
Ground Cover plants-4" pots (installed)	20	Each	\$ 2.50	\$ 50.00
			Subtotal	\$ 1,362.00
			SUBTOTAL	\$ 1,362.00
			Add 10% Design/Engineering	\$ 136.20
			Add 15% Contingency	\$ 204.30
			Add 2% Fees	\$ 27.24
			TOTAL	\$ 1,729.74

Source: Community Service Center estimates

Table 7-4. P2 Parkland Improvements (FY23-24 through FY28-29)

Program Element	Quantity	Unit	Cost/Unit	Total
Colver Park				
C-7: Dog Park-specific furnishings	1	Each	\$ 1,000.00	\$ 1,000.00
Water line and Spigot	1	Each	\$ 900.00	\$ 900.00
Doggie Crawl	1	Each	\$ 925.00	\$ 925.00
Stepping Paws	1	Each	\$ 725.00	\$ 725.00
Weave Potts	1	Each	\$ 550.00	\$ 550.00
Hoop Jump	14	Each	\$ 25.00	\$ 350.00
C-8: Gopher Twin Pack Sonic Spikes	500	Sq. Ft.	\$ 0.74	\$ 370.00
C-9: Crusher lines on pathway	1	Each	\$ 800.00	\$ 800.00
C-10: Shade Sail for picnic area	1	Each	\$ 500.00	\$ 500.00
C-11: Heritage Interpretive Sign	1	Each	\$ 500.00	\$ 500.00
			Subtotal	\$ 6,120.00
			SUBTOTAL	\$ 7,120.00
			Add 10% Design/Engineering	\$ 712.00
			Add 15% Contingency	\$ 1,068.00
			Add 2% Fees	\$ 142.40
			TOTAL	\$ 9,042.40

Source: Community Service Center estimates

Capital Improvements

Framed around phasing

Example:

Table 7-5. P1 Capital Improvements (FY17-18 through FY22-23)

Program Element	Quantity	Unit	Cost/Unit	Total
Clover Park				
C-1: LED luminaire (every ~50 ft on major pathways)	40	Each	\$ 1,500.00	\$ 60,000.00
C-2: Remodel bathrooms	1	Each	\$ 20,000.00	\$ 20,000.00
C-3: Repair horseshoe pits	--	--	--	--
Replace south fence (4ft high)	1	Each	\$ 1,600.00	\$ 1,600.00
Replace cement walkways	1	Each	\$ 10,000.00	\$ 10,000.00
C-6: Swing set with Dyna cushion mats	1	Each	\$ 5,900.00	\$ 5,900.00
			Subtotal	\$ 97,500.00
Otto Caster Park				
OC-1: LED luminaire	10	Each	\$ 1,500.00	\$ 15,000.00
OC-2: Build 2 bathroom facilities	1	Each	\$ 75,000.00	\$ 75,000.00
			Subtotal	\$ 90,000.00
			SUBTOTAL	\$ 187,500.00
			Add 10% Design/Engineering	\$ 18,750.00
			Add 15% Contingency	\$ 28,125.00
			Add 2% Fees	\$ 3,750.00
			TOTAL	\$ 238,125.00

Source: Community Service Center estimates.

Table 7-6. P2 Capital Improvements (FY23-24 through FY28-29)

Program Element	Quantity	Unit	Cost/Unit	Total
Clover Park				
C-7: Fence for 1-acre dog area	834	Linear Ft.	\$ 17.00	\$ 14,178.00
C-7: Dog Park-specific furnishings	--	--	--	--
Seating benches	2	Each	\$ 1,500.00	\$ 3,000.00
Information kiosk/Doggie bag station	1	Each	\$ 2,000.00	\$ 2,000.00
			Subtotal	\$ 19,178.00
Otto Caster Park				
OC-3: Fence	200	Linear Ft.	\$ 17.00	\$ 3,400.00
			Subtotal	\$ 3,400.00
			SUBTOTAL	\$ 22,578.00
			Add 10% Design/Engineering	\$ 2,257.80
			Add 15% Contingency	\$ 3,386.70
			Add 2% Fees	\$ 451.56
			TOTAL	\$ 28,674.06

Source: Community Service Center estimates.

Funding Sources

Description of potential funding sources. Examples could include:

- General Fund
- Utility Fees
- Cannabis Tax
- Public, organization or government grants
- Local improvement districts or Parks and recreation districts
- Donations, contributions and volunteer support
- Park Dedications
- User fees
- Land trust and easements
- Wetland Mitigation Banking

CHAPTER 6: FUTURE PLAN UPDATES

A strategy for implementing and updating the Parks Master Plan.

Could include:

- Update the Parks Master Plan every five to ten years to ensure that it continues to reflect the needs and desires of the community.
- Continue the functions of the Community Development Commission in advising the City Council on behalf of the parks system.
- Continue to engage stakeholder groups, community members, visitors, and other local partners in the parks planning process.

APPENDICES

Community Engagement

Demographics

Survey

Focus Groups/Interviews/Workshops

Ecological Assessment/Sustainability

Resources about/ discussion of sustainability in EP parks

Resources

Collection of resources that might be helpful for implementation

Marketing

Ideas for how to promote EP parks – could include:

- Describe website, include images of parks
- Interactive map
- Lists
- Social media
- Instagram
- TikTok
- Facebook page

Funding Opportunities

Options for recurring grants

Implementation/ Phasing: Future Considerations & Land Acquisition

Could include:

- Acquire and develop parklands within existing City limits to achieve and maintain the level of service standard defined by population, with a current level of service of 7.5 acres of developed parkland per 1,000 residents.
- Parks conceptual/master plans should be developed for all park properties as soon as practical after new park property purchase.
- **Acquire areas of open space around the city to preserve key viewsheds**