



**City of Sutherlin
Regular Council Meeting
Monday, December 11, 2017
Civic Auditorium – 7:00 p.m.
AGENDA**

Mayor Todd McKnight
Council President Luzier
Councilors Boggs, Riggs, Stone, Tomlinson, and Vincent

1. CALL TO ORDER / FLAG SALUTE

2. ROLL CALL

3. INTRODUCTION OF MEDIA

4. PUBLIC COMMENT

[The purpose of citizen comment is to allow citizens to present information regarding agenda items only. A time limit of three minutes per citizen shall apply.]

5. PRESENTATIONS

- a. Special Presentation

6. CONSENT AGENDA

- a. November 13, 2017 Minutes – Regular Meeting

7. COUNCIL BUSINESS

- a. Ordinance – Business Registration (first reading, title only)
- b. Resolution 2017.16 – Ford's Pond Parks Master Plan Adoption
- c. Liquor License Permit Approval – Nellie's Deli & Tap House

8. COUNCIL COMMENTS

9. REPORTS

- a. Wastewater Treatment Plant Update

10. STRATEGIC PLAN UPDATES

- a. N. Comstock Project Update

11. PUBLIC COMMENT

[The purpose of citizen comment is to allow citizens to present information regarding items off the agenda. A time limit of three minutes per citizen shall apply.]

12. ADJOURN

EXECUTIVE SESSION

ORS 192.660(2) (f) – Exempt Public Records

Members of the audience who wish to address the Council will be invited to do so. Speakers must use the microphone stating their name and address prior to addressing the Council.



Call to Order & Flag Salute





ROLL CALL





Introduction Of Media





PUBLIC COMMENT

Agenda Items only





Presentations and/or Proclamations





Special Presentation (verbal)





Consent Agenda



CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, November 13, 2017 – 7:00pm

COUNCIL MEMBERS:

MAYOR: Tom Boggs, Wayne Luzier, Dennis Riggs, Forrest Stone, Travis Tomlinson, Seth Vincent
Todd McKnight

CITY STAFF: City Manager, Jerry Gillham
City Recorder, Diane Harris
Assistant CM/Finance Director, Dan Wilson
Community Development Director, Brian Elliott
Public Works Superintendent, Aaron Swan
Community Development Specialist, Kristi Gilbert
Police Chief, Troy Mills
Interim Fire Chief, Mike Lane
City Attorney, Chad Jacobs (via Skype)

Audience: Sharon & Rick Troxel, Daniel Kresky, Stephanie & Andrew Taylor, Joe Groussman, Beth & Jim Houseman, Terry Prestianni, Tadd Held, Peggy & Chuck Brummel, Kelsey Zlevor, Larry Gilbert, Sierra Moon, Floyd Van Sickle, Gary Dagel, Matt Hunter, Margie Creacey, Pam & Duane Waller, Gail Kuntz, Jim McAllister, Wendi Stinnett, Dian Cox, Pamela Semas, Allison Green, Janel Sorenson, Kenny Allen

Meeting called to order by Mayor McKnight at 7:00pm.

Flag Salute:

Roll Call: Excused – Councilor Stone

Introduction of Media: None

PUBLIC COMMENT (agenda items only)

- None

PRESENTATIONS

- **Audit Report**

Staff Report – Finance Director, Dan Wilson, introduced Pauly, Rogers, and Co., Auditor, Kenny Allen. Allen explained the audit's purpose and reported City received an "un-modified opinion", the highest level that can be received for an audit.

New requirements for this and next year:

- GASB (Government Accounting Standards Board) adopted by the City this year.
- City will be required to disclose tax abatement involved with through the County.
- New accounting standard for next year – OPEB (Oregon Pension Employer Benefit). Cities are required to recognize liability when retirees are allowed to buy back into City's insurance plan.

City Manager, Jerry Gillham, reported Wilson has done a great job as Finance Director. The City's finances are as healthy as he can ever remember.

- **Ford's Pond Parks Master Plan**

Staff Report – Community Development Director, Brian Elliott, introduced Friends of Ford's Pond, Jim Houseman, and Cameron McCarthy's Landscape Architecture & Planning representatives, Larry Gilbert & Kelsey Zlevor, who will be presenting the final draft of Ford's Pond Community Park Master Plan. Staff will bring the final plan back to Council for adoption at the December 11th meeting.

Gilbert expressed appreciation for the opportunity working with Staff and the community on this exciting new component for this area. Zlevor provided a history of the processes involved.

Presentation highlights:

- Analysis, design phase, documentation, and information provided by the community.

- Proposed park amenities.
- Construction cost estimates and development process “soft” costs were explained.
- Project is not seeking any funding from the City or Council.
- Potential revenue, funding sources, and grant opportunities was presented. Estimated total cost for the project – \$3,987,100.

Gilbert reported this facility is fairly unique; there’s nothing like it in this part of Oregon. Staff, Community, and Friends of Ford’s Pond have worked hard in moving this forward.

City Manager acknowledged Jim Houseman and his wife, Beth, for their involvement, if not for them, it would not be at the point it is today.

Houseman explained this could take 10-20 years before full implementation; there is not enough grant money for it to happen overnight.

- **Central Avenue and Downtown Improvements**

Staff Report – Both City Manager and Public Works Superintendent, Aaron Swan, provided Central Avenue and Downtown Improvement project updates.

Swan – Central Avenue Improvement updates:

- ADA ramps are being replaced on east Central from Opal St. to Nicholas Ct. Five are completed and another ten (spanning to Sherwood St.) have been removed and ready to be poured.
- Work preparations are being done by several construction companies from Comstock working east; storm work will start next week.
- Public Works Staff has started tree removal along downtown Central.

Councilor Luzier – When are remaining trees scheduled for removal? ***Swan - Within the next few weeks.***

- New LED street lights and tree grates/frames have arrived; trees are being shaped now and will be delivered next fall.

City Manager – Downtown improvements.

- A store-front improvement program has been discussed with 5 interested downtown businesses. Have been working with Sutherlin Downtown Development, Coos Curry Douglas Economic Development, Business Oregon, and Oregon Pacific Bank, for this one-time small business loan program to improve their storefronts.
- Design concepts featuring proposed downtown improvements.
- New development inquiries have quadrupled from the previous year.
- New businesses coming into the area: Evergreen Family Medicine, AutoZone, Starbucks, and R & S Auto Restoration.

Gillham also included a snapshot of the new residential and public projects currently in process.

- **Sutherlin School District**

Sutherlin School District Superintendent, Terry Prestianni, provided District updates:

- Facility updates are one of the School Board’s top priorities.
- District has done a great job maintaining facilities; however they are getting old.
- East School Bond passed around 1998, will be paid off May 2018.
- Grants are available for many of the upgrades; districts are ranked by priority. Out of 197 districts, Sutherlin is ranked at 71. District is looking at many options.
- District has applied and now in a pool and eligible for a matching grant for \$4 million dollars.

Prestianni explained the requirements involved with the application.

- District applied for and received 2 grants, one for facilities assessment the other for long-range facilities plan. Completed Facilities Assessment was received by the District today.
- Next community input meeting will be held at Sutherlin High School, November 21st at 7:00pm.
- Agriculture Department has 6 drones to fly over facilities for video presentations.

Prestianni can be reached at the School District Office and is happy to answer any questions.

CONSENT AGENDA

- **October 9, 2017 Minutes – Regular Meeting**

MOTION made by Councilor Luzier to approve Consent Agenda; second by Councilor Vincent.

In Favor: Councilors Riggs, Vincent, Boggs, Tomlinson, Luzier, and Mayor McKnight

Opposed: None

Motion carried unanimously.

COUNCIL BUSINESS

- **Fire Station Concrete & Asphalt Paving Projects**

Staff Report – Swan reported 2 bid awards are before Council tonight. Bids were solicited for both projects; low bidder for asphalt portion was Knife River for \$65,066 and Dustin Firch Construction for \$32,000 for the concrete portion.

Councilor Vincent – When will these projects be done? *Swan – Asphalt plant is closed, but will re-open mid-December. If weather window permits, project will be done then, if not it will be next spring.*

MOTION made by Councilor Luzier to award Fire Station’s Asphalt Paving Project to Knife River for \$65,066 as presented; second by Councilor Boggs.

Discussion: Councilor Tomlinson – Is this already in the budget? *Wilson – Yes.*

In Favor: Councilors Riggs, Vincent, Boggs, Tomlinson, Luzier, and Mayor McKnight

Opposed: None

Motion carried unanimously.

Swan explained the need for having a concrete rather than asphalt in front of the Fire Station’s bays.

MOTION made by Councilor Vincent to award Fire Station’s Concrete Project to Dustin Firch Construction for \$32,000 as presented; second by Councilor Tomlinson.

Discussion: Councilor Riggs – Total of both projects is around \$97,000; is this covered in the budget? *Swan – Yes, \$120,000 has been budgeted for this year’s improvements and Staff will be asking for paving to be done in the back of the facility for next budget year.*

In Favor: Councilors Riggs, Vincent, Boggs, Tomlinson, Luzier, and Mayor McKnight

Opposed: None

Motion carried unanimously.

- **Resolution 2017.15 – 2016 Multi-Jurisdictional Natural Hazard Mitigation Plan (NHMP)**

Staff Report – Elliott summarized the Staff Report and proposed resolution; the resolution’s adoption will also enable the City to remain eligible to receive grants for disaster mitigation.

MOTION made by Councilor Luzier to approve Resolution 2017.15 – 2016 Multi-Jurisdictional Natural Hazard Mitigation Plan as presented; second by Councilor Riggs.

Discussion: None

In Favor: Councilors Riggs, Vincent, Boggs, Tomlinson, Luzier, and Mayor McKnight

Opposed: None

Motion carried unanimously.

City Manager explained Councilor Riggs has been instrumental in pushing us towards being on point for emergency preparedness.

CITY COUNCIL COMMENTS

Councilor Boggs –

- None.

Councilor Tomlinson –

- Would like to revisit tree replacement project for the downtown area. Suggests having something decorative instead of trees. The downtown area is open, storefronts are more visible. *Swan – The new trees will be smaller in diameter and taller, hopefully this will remove the visual obstruction. Tree grates has already been purchased.*

Councilor Vincent – Do we know what the “stem” length is on the trees? *Elliott – Width is 10 to 15 feet and stem height is 30 to 70 feet. Trees can be pruned to whatever is needed.* With 10 to 15 foot pruned stems, storefronts would be visible.

Mayor McKnight expressed the need for a grooming plan so all trees are kept uniform. *Elliott – Trees are now being groomed as recommended, agrees downtown is more open without them.*

Councilor Tomlinson suggested planting tulips in the grates.

Councilor Luzier –

- None.

Councilor Riggs –

- Likes the idea of planting tulips.

Councilor Vincent –

- Would like to thank the Lion's Club for the flags on Veteran's Day, excellent to see.
- Thank you to the Fire Department for passing out bags of Halloween treats they were a focal point for the kids. Their presence helps kids be comfortable with public safety officers, an excellent part of the community.
- Beautiful to see downtown more open. Agrees with planting tulips.

Mayor McKnight –

- Would also like to thank the Lion's Club for the flags on Veteran's Day.
- Appreciates the Fire Department for their candy delivery in the neighborhoods, kids loved it.
- Wishing everyone a Happy Thanksgiving.

PUBLIC COMMENT –

- *Business Owner and resident, Daniel Kresky* - Concerned there is nothing on the freeway (Exit 136) directing people to the downtown area. Feels the plan for storefront improvement is awesome, but need a plan to draw in business there. Is there any way to use improvement funds for signage directing people to downtown shopping?

Councilor Luzier – This is a good project to take to Chamber, who can then approach Council for funding. **City Manager – Chamber is actually working on that right now.**

Councilor Tomlinson reiterated Chamber has been discussing additional signage. Agrees people frequent the exit's immediate area, but it's hard to pull them into downtown. Feels this is something business owners need to work on, as well. Chamber is trying to do whatever they can to promote tourism.

- *Blackberry Festival Committee Member, Duane Waller* – Annual Timber Town Toyland Light Parade will be held Saturday, December 16th at 7:00pm, starting at Comstock and ending at the Community Building. Sutherlin Library suggested this year's theme "Storybook Christmas".
- *Chamber of Commerce Executive Director, Pam Semas* –
 - Saturday, November 25th will be "Shop Small Businesses" event. The Rotary Event Center will be unveiling their window display "Winter Wonderland" featuring Councilor and Mrs. Luzier's extensive train collection.
 - The annual Tree Lighting ceremony at the Visitors Center will be held Sunday, November 26th from 4:30 to 5:30.
 - First annual Timber Town Christmas Bazaar will be held at the Rotary Event Center December 8th, 9th, 15th and 16th. Local vendors, music, festivities, raffles, etc. will be featured.

ADJOURNMENT –

With no further business meeting adjourned at 8:17pm.

Approved:

Jerry Gillham, City Manager

Respectfully submitted by,

Diane Harris, CMC, City Recorder

Todd McKnight, Mayor



COUNCIL BUSINESS





126 E. Central Avenue
Sutherlin, OR 97479
541-459-2856
Fax: 541-459-9363
www.cityofsutherlin.com

City of Sutherlin

STAFF REPORT					
Re: Ordinance – Business Registration				Meeting Date:	12/11/17
Purpose:	Action Item <input checked="" type="checkbox"/>	Workshop <input type="checkbox"/>	Report Only <input type="checkbox"/>	Discussion <input type="checkbox"/>	Update <input type="checkbox"/>
Submitted By: Jerry Gillham, City Manager				City Manager Review	<input checked="" type="checkbox"/>
Attachments: Draft Ordinance and Exhibit A					

WHAT IS BEING ASKED OF COUNCIL?

Consider the attached ordinance and conduct first reading vote.

EXPLANATION

This ordinance is presented to council for a first reading. In this process through collaboration with interested businesses and with the leadership and coordination of Mr. Gary Dagel, we committed to creating a draft for first reading that incorporated both council and the interested businesses input. This is our first attempt in this effort. This ordinance draft was created by mutual collaboration with Mr. Dagel and, again we present this for a first reading in which any minor changes can be accommodated. If there are significant differences remaining from council, we may need to delay any further action until such time as differences can be resolved.

SUGGESTED MOTION(S)

1. If there are minor suggested changes by council, move to approve a “first-reading” of Ordinance with the changes.
2. If there are major differences presented by council, council must decide to delay a first reading in favor of resolving these differences. The Ordinance if substantially changed would need to be revised and presented to council for a first reading at another meeting. This too, is not a problem.



City of Sutherlin

City Recorder/HR Manager
126 E. Central Avenue
Sutherlin, OR 97479
(541) 459-2856 x 207
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NOTICE OF ORDINANCE ENACTMENT

ORDINANCE NO.

“AN ORDINANCE OF THE CITY OF SUTHERLIN ADDING CHAPTER 5.02 TO THE MUNICIPAL CODE TO PROVIDE A PROCESS FOR BUSINESS REGISTRATIONS”

THIS ORDINANCE WILL BE CONSIDERED BY COUNCIL AT THE REGULAR COUNCIL MEETING OF

**MONDAY, DECEMBER 11, 2017 @ 7PM
CIVIC AUDITORIUM - 175 E. EVERETT AVENUE**

Questions or copies of this Ordinance may be viewed by interested persons at the office of City Recorder, 126 E. Central Avenue, Sutherlin, Oregon, between the hours of 9:00 a.m. and 5:00 p.m., weekdays. A copy of this Ordinance may be purchased by interested persons for a sum determined to cover the City's expense for providing the copy.

Pursuant to Section 30 (b) (c) of the Sutherlin City Charter, this notice has been posted at the following locations: Sutherlin City Hall; Sutherlin Post Office; Sutherlin Visitor's Center and the City's website (www.cityofsutherlin.com).

Posted this day, December 4, 2017
By Diane Harris
City Recorder

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SUTHERLIN ADDING CHAPTER 5.02 TO THE MUNICIPAL CODE TO PROVIDE A PROCESS FOR BUSINESS REGISTRATION

WHEREAS, the City and the public have a need to know what types of businesses currently exist within the community to assist with the protection of the public's health and safety; and

WHEREAS, information collected through a business registration program would create a contact database for the police department, fire department, City Manager and City Council to assist with public safety, economic forecasting, economic development, budget preparation, city promotion, and revenue projection; and

WHEREAS, a business registration program will provide the City and the public with the needed information in the least impactful way.

NOW, THEREFORE, THE CITY OF SUTHERLIN ORDAINS AS FOLLOWS:

Section 1: Chapter 5.02 is hereby added to the Sutherlin Municipal Code as set forth in Exhibit A.

Section 2. Effective date. This ordinance shall take effect 30 days after adoption.

PASSED BY THE COUNCIL THIS ____ DAY OF _____, 2018.

APPROVED BY THE MAYOR THIS ____ DAY OF _____, 2018.

Mayor, Todd McKnight

ATTEST:

City Recorder, Diane Harris, CMC

EXHIBIT A

5.02.005 PURPOSE AND SCOPE

- A. This chapter is enacted to provide a mechanism to further protect the safety and quality of life of the public and community by making sure that all existing and newly arriving businesses in the City of Sutherlin are known to Public Safety response teams for the essential protection of life and property and to guarantee that all newly arriving businesses locate to properly zoned land and structures.
- B. All businesses in the City of Sutherlin remain subject to the regulatory provisions of any other applicable laws, including but not limited to city ordinances, state statutes or other regulations now or hereafter in effect, and the business engaged therein is liable to remain in compliance with such laws and regulations.
- C. Nothing in this chapter shall be construed to apply to any person engaging in business within the city that is exempt from taxation or regulation by virtue of Constitutions or laws either of the United States or State of Oregon.
- D. All legally operating businesses that have been in engaging in business in the City of Sutherlin from the date of this ordinance shall be exempt from submitting a business registration.
- E. This business registration, once executed, serves as the record establishing that the newly arriving business is lawfully operating its business activities as described in the recorded registration. Any business that begins activities without properly completing a new business application shall be subject to current city code regarding business operations in the City of Sutherlin.

5.02.010 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

Engaging in business. Operating, conducting, engaging in, carrying on or pursuing any business, profession, occupation, trade, service or pursuit for the purpose of profit or livelihood.

Person. Any individual, corporation, firm, company, partnership, joint venture, enterprise, association or other entity engaging in business, profession, occupation or trade.

Registration or Business Registration. The document issued by the City for purposes of providing accurate emergency contact information for public safety and ensuring the business locates onto properly zoned land or buildings.

5.02.020 REGISTRATION OF BUSINESS.

- A. This ordinance only applies to newly arriving businesses beginning at the date of final adoption of this ordinance. No currently operating business prior to the date of this ordinance adoption shall be subject to this ordinance.
- B. Except as provided in subsection (F) of this section, no person may engage in business within the City of Sutherlin without first completing and filing a Business Registration Application with the City.
- C. The business owner or authorized representative shall provide his or her name, the business name or doing business as (DBA) name, local and permanent address, telephone number, contact person, and the name and contact information for the owner of the property where business will be operated (if different).
- D. Corporations or other legal entities shall provide business name or DBA address, telephone number, name of an owner, officer, director or registered agent, and EIN number, if applicable.
- E. Registration shall be submitted to the Community Development Department.
- F. This ordinance shall only apply to businesses primarily of “bricks and mortar” and all occupants in commercially zoned property. Home-based businesses are not subject to this ordinance.

G. 5.02.030 RENEWAL.

Every person engaging in business shall annually confirm with the Community Development Department, on a form provided by the City, that the registration information on file is current. While fees will not be assessed, failure to maintain current registration information on file may result in penalties and/or revocation of the business registration.

5.02.040

- A. A business registration may not be transferred or assigned to any person, employee, successor or agent of the named registrant.
- B. A new Business Registration must be provided when a change in address due to the physical relocation of a currently registered business occurs. It is a violation of this Chapter for a registered business to continue to engage in business within the City of Sutherlin at a new address without having a new business registration from the City.



City of Sutherlin

STAFF REPORT					
Re: Resolution 2017.16-Ford's Pond Community Park Master Plan Adoption				Meeting Date:	12-11-2017
Purpose:	Action Item <input checked="" type="checkbox"/>	Workshop <input type="checkbox"/>	Report Only <input type="checkbox"/>	Discussion <input type="checkbox"/>	Update <input type="checkbox"/>
Submitted By: Brian Elliott, Community Development Director				City Manager Review	<input checked="" type="checkbox"/>
Attachments: Resolution 2017.16 Ford's Pond Community Park Master Plan and Exhibit A Community Park Master Plan					

WHAT IS BEING ASKED OF COUNCIL?

City Council is being asked to approve Resolution 2017.16 Ford's Pond Community Park Master Plan as presented.

EXPLANATION

On February 13, 2017 City Council awarded the contract to Cameron McCarthy Landscape Architecture & Planning in the amount of \$49,600. City of Sutherlin and Friends of Ford's Pond worked with Cameron McCarthy to meet the scope of work that was identified in the Request for Proposal. The Ford's Pond Community Park Master Plan was funded by a \$40,000 grant that the City received from Oregon Parks and Recreation, a \$10,000 grant to Friends of Ford's Pond from The Ford Family Foundation and \$5,000 donations from local business and residence for a total of \$55,000. The Ford's Pond Community Park Master Plan will be the foundation for the future development of the 202 acre parcel that will be improved.

OPTIONS

Approve Resolution 2017.16 - Ford's Pond Community Park Master Plan Adoption as presented.

Not approve Resolution 2017.16 – Ford's Pond Community Park Master Plan Adoption as presented.

SUGGESTED MOTION(S)

Approve Resolution 2017.16 – Ford's Pond Community Park Master Plan Adoption as presented.

RESOLUTION NO. 2017.16

**A RESOLUTION ADOPTING THE 2017 FORD'S POND COMMUNITY PARK
MASTER PLAN**

WHEREAS, the City of Sutherlin and non-profit Friends of Ford's Pond chose a proposal from a qualified firm for performing design and planning work to produce a Master Plan for Ford's Pond Community Park.

WHEREAS, the Scope of Work included, but was not limited to site analysis and assessment, community outreach and public input, park master plan schematics, including design development, phasing of construction and costs, and maintenance and revenue generation.

WHEREAS, the City of Sutherlin hereby fulfilled the obligations that were put forth by the Oregon Parks and Recreation Department Grant that was awarded in the amount of \$40,000, with a grantee match of \$26,289; and

WHEREAS, the Sutherlin City Council awarded contract to Cameron McCarthy Landscape Architecture & Planning on behalf of the City of Sutherlin, to complete the Ford's Pond Community Park Master Plan; and

NOW, THEREFORE, BE IT RESOLVED by City Council of the City of Sutherlin, Oregon does hereby proclaim and declare the 2017 Ford's Pond Community Park Master Plan is adopted by RESOLUTION in the City of Sutherlin, Oregon as presented in the attached Exhibit A.

PASSED BY THE CITY COUNCIL, ON THIS 11th DAY OF DECEMBER, 2017.

APPROVED BY THE MAYOR, ON THIS 11th DAY OF DECEMBER, 2017.

Mayor, Todd McKnight

Attest:

City Recorder, Diane Harris, CMC



FORD'S POND COMMUNITY PARK

MASTER PLAN
Adopted Version
2017



City of Sutherlin

CITY OF SUTHERLIN

ACKNOWLEDGEMENTS

CITY OF SUTHERLIN CITY COUNCIL

Todd McKnight, Mayor
Wayne Luzier, City Council President
Tom Boggs, City Council
Dennis Riggs, City Council
Forrest Stone, City Council
Travis Tomlinson, City Council
Seth Vincent, City Council

CITY OF SUTHERLIN COMMUNITY DEVELOPMENT DEPARTMENT

Brian Elliott, Community Development Director
Kristi Gilbert, Community Development Specialist

FRIENDS OF FORD'S POND

Jim Houseman, President
Wendi Stinnett, Treasurer
Beth Houseman, Secretary
Chuck Brummel
Colin Murphy
Janel Sorenson
James Thatcher

FORD'S POND PLANNING TEAM

Brian Elliott, City of Sutherlin
Kristi Gilbert, City of Sutherlin
Tom Boggs, City Council
Seth Vincent, City Council
Jim Houseman, Friends of Ford's Pond
Wendi Stinnett, Friends of Ford's Pond
Beth Houseman, Friends of Ford's Pond
James Thatcher, Friends of Ford's Pond
Vicki Holland, Parks Advisory Committee
Tim Bradley, Parks Advisory Committee
Molly Mason, Park Neighbor

DESIGN TEAM

Cameron McCarthy Landscape Architecture & Planning
Colin McArthur, AICP
Larry Gilbert, ASLA
Vivian Schoung
Marina Wrensch, ASLA
Kelsey Zlevor



**CAMERON
McCARTHY**

LANDSCAPE ARCHITECTURE & PLANNING

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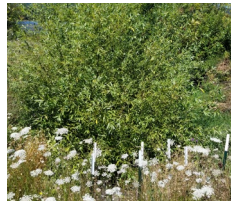
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APPENDICES

A1-A96



Ford's Pond Community Park is a 202-acre property located on the west side of Sutherlin, and includes the 95-acre Ford's Pond. The City of Sutherlin in a partnership with the Friends of Ford's Pond envision a park where citizens and visitors can engage in year-round recreation and wildlife-viewing, feel safe and welcome, and become the stewards of this community asset.



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VISION AND PURPOSE

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PROCESS DIAGRAM

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EXISTING PLANNING
CONTEXT

SECTION 1

INTRODUCTION

The Ford's Pond Community Park Master Plan guides future development of the Ford's Pond site owned by the City of Sutherlin. The Master Plan documents the research and public process that led to the final vision and conceptual design for the park. It prioritizes improvements to be completed in phases. Phase 1 focuses on access and path improvements while future phases involve the community park, trail, water access, parking improvements, and ecological restoration. The design reflects a balanced approach of meeting community needs while responding to and enhancing the inherent natural qualities of the site. The Master Plan was developed in collaboration with the City of Sutherlin Community Development Department, Parks Advisory Committee, the Friends of Ford's Pond, the Ford's Pond Planning Team, and community residents.



FORD'S POND: EXISTING CONDITIONS

VISION AND PURPOSE

The establishment of a Master Plan for Ford's Pond Community Park satisfies priority needs. According to the City's Parks and Open Space Plan, the Ford's Pond property is identified as a future community park for the City's southwest planning area. The property is currently undeveloped with only a primitive 1.7-mile loop trail around the 95-acre pond. A 5-acre community park site located in the southeast corner of the property provides opportunities for transformative community engagement.

Ford's Pond was once a logging pond. In August 2014, the City acquired the property as part of an upgrade to its wastewater treatment plant for summer storage of Class A treated wastewater. Federal regulations require the City to store Class A treated wastewater instead of discharging the water directly into Calapooya Creek (from May 1 to October 31), as the water has been deemed too warm and nutrient-rich to be discharged into fish-bearing streams.

The non-profit Friends of Ford's Pond (FOFP) partnered with the City to assist in the coordination of the future development and maintenance of the property. FOFP seeks to maintain and enhance Ford's Pond's reputation as a popular location with residents and visitors for fishing, birding, and hiking.

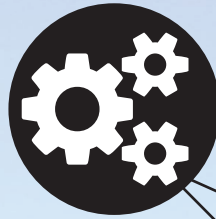
The purpose of this Master Plan is to conceptualize a vision for Ford's Pond

Community Park that draws on the needs of the community, enhances the natural character of the site, fosters an engaging and educational space, and helps formalize key attributes of this public asset that will serve generations of residents and visitors to come. The Master Plan process also focused on public input sessions to draw new ideas for revenue strategies and recreational activities. Because the park does not have a significant commitment of financial support from the City of Sutherlin, developing revenue strategies and raising awareness of the funding requirements for the project's development is imperative. The Master Plan process involved consultation with city staff, city council, the Parks Advisory Committee, the Ford's Pond Planning Team, and an extensive public input process to develop an implementation program, cost estimate, park maintenance plan, revenue generating ideas for the construction phase and future implementation, and recommendations for city revenue and pricing policy for the park. Specifically, the Master Plan includes:

- Summary of current site conditions,
- Overview of public outreach and engagement,
- Design concepts of recreation facilities and amenities,
- Planning level costs,
- A phasing and prioritization timeline,
- Capital improvement revenue generation strategies,
- Maintenance and operation plans, and a
- Summary of sustainable park operations.

PROCESS DIAGRAM

I. ANALYSIS



EXISTING CONDITIONS & SITE ANALYSIS

The Design Team reviewed documentation of existing site conditions provided by the City of Sutherlin, and conducted a site visit with the Friends of Ford's Pond. The Design Team also analyzed existing conditions related to utilities, natural resources, soils, natural hazards, and geotechnical considerations. This analysis, paired with review of aerial images, helped develop a comprehensive understanding of the site.

OPPORTUNITIES & CONSTRAINTS ANALYSIS

The Design Team gathered information through site visits and meetings with City of Sutherlin staff and the Friends of Ford's Pond to generate an Opportunities and Constraints diagram.

The Opportunities and Constraints diagram identifies conditions on or adjacent to the site that have bearing on the site design. This diagram was shared with the public at the first community meeting and revised to reflect input obtained from neighbors and residents. The revised diagram was shared at the second community meeting.

II. DESIGN

CONCEPT DEVELOPMENT

One site plan and three initial concepts were prepared using information from the Site Analysis and Opportunities and Constraints diagrams, meetings with City of Sutherlin staff and the Friends of Ford's Pond, survey results, Blackberry Festival comments, and feedback from the first community meeting. The design options were presented and reviewed at the second community meeting.

The Design Team used feedback from the second community meeting, and input from City of Sutherlin staff and the Friends of Ford's Pond to develop the revised conceptual overall site plan and southeast community park conceptual design. A planning level cost estimate and review of land use code requirements were performed using the conceptual site plan.



III. DOCUMENTATION

MASTER PLAN PRODUCTION

All information and analysis resulting from the production of the conceptual site and southeast park plans are included in this document and appendices.

The Master Plan includes a phasing plan. Future phase improvements are identified and will be designed and constructed as funding is made available.



MARCH

- *SITE VISIT*
- *EXISTING CONDITIONS & SITE ANALYSIS*

APRIL

- *OPPORTUNITIES & CONSTRAINTS*
- *CONCEPTUAL MASTER PLAN OPTIONS*

MAY

- *COMMUNITY MEETING #1*
- *ONLINE QUESTIONNAIRE*

2017

- *DRAFT CONCEPTUAL SITE PLAN*

JUNE

- *FOCUS GROUP MEETING*
- *DRAFT SOUTHEAST PARK CONCEPT*

JULY

- *REVISED SOUTHEAST PARK CONCEPT*
- *BLACKBERRY FESTIVAL*

AUGUST

- *COMMUNITY MEETING #2*
- *FINAL CONCEPTUAL SITE PLAN AND PARK CONCEPT*

SEPTEMBER

EXISTING PLANNING CONTEXT

The Master Plan and associated recommendations are consistent with relevant City and State planning guidelines. The following outlines the Master Plan's unique features; which fulfill specific city and state planning goals.

1. Oregon State Planning Goals

Oregon's statewide land use planning program mandates that all local planning projects are consistent with the state's policies on land use and related topics. The foundation of the state's planning program is a set of 19 Statewide Planning Goals and accompanying guidelines. The following Goals apply to the concept and implementation plans for Ford's Pond Master Plan:

- **Goal 1: Citizen Involvement.**
The purpose of Planning Goal 1 is to provide the opportunity for citizen participation and to incorporate local input in all planning phases. The planning process included two Community Open Houses, a pop-up event at the annual Blackberry Festival, focus group meetings, city council and Parks Advisory Committee updates, an online survey, and regular meetings with the Ford's Pond Planning Team comprised of city staff, the Friends of Ford's Pond members, city council, and residents. In addition, elementary-aged students participated in the planning and design phase through the Sutherlin School District's West Intermediate Migrant Education Summer School. In total, over 450 Sutherlin and Douglas County residents participated in the planning process.

- **Goal 5: Natural Resources.**
Goal 5 aims to protect Oregon's natural environment by charging local entities with inventorying an area's renewable and non-renewable resources, and stipulating all land use development is planned to conserve the quality and necessary quantity of those resources. The site contains a wide variety of environmental features, including scenic waterways, wetlands, natural areas, and wildlife habitats. Design concepts and recreational uses proposed at Ford's Pond Community Park were selected based on their full consistency with the site's existing resources. Implementation plans include measures that enhance the health and aesthetics of the site's environmental features. Lastly, the Design Team utilized technical assistance in inventorying the site's existing conditions, and employed that data to best meet the site's future needs.

- **Goal 14: Urbanization.**
The purpose of Goal 14 is to ensure the efficient use of land and livability of current and future communities by establishing guidelines for the provision of public facilities and services, standards for development, and consumption of land based on the location of City Urban Growth Boundaries (UGB). The subject site is currently in the City UGB, however the majority of the site will be transferred to County jurisdiction following the completion of a pending UGB adjustment process. Approximately 5 acres of the site will remain in the City UGB. This area includes the proposed community park, which can then be served by urban services including water, sewer, and power. The final design concept reflects this requirement.

2. Statewide Comprehensive Outdoor Recreation Plan

Every 5 years Oregon Parks and Recreation Department (OPRD) develops a Statewide Comprehensive Outdoor Recreation Plan (SCORP) to outline priorities and recommendations that guide park facility planning and fund allocation. The most recent 2013 SCORP included a county-level needs assessment based on survey data gathered from Oregon public recreation providers and Oregon residents. The following key findings relate to Ford's Pond Community Park in Douglas County:

- Ford's Pond Community Park can provide opportunities for all three "Close-To-Home Priorities," which include public restrooms, community trail systems, and picnicking/day-use facilities.
- Ford's Pond Community Park provides one of the three "Dispersed-Area Priorities" for Douglas County by providing a water trail route.
- Proposed park improvements and amenities fulfill all nine Oregon Resident Survey priorities for Douglas County. Those priorities include: dirt/other soft surface walk trails and paths, public access sites to waterways, picnic areas and shelters for small visitor groups, nature and wildlife viewing areas, natural play areas for children, picnic areas and shelters for large visitor groups, paved/hard surface walking trails and paths, off-street bicycle trails and pathways, and off-highway vehicle trails/areas.

3. Oregon Water Trails Plan

The Oregon Parks and Recreation Department (OPRD) defines water trails as "corridors between specific locations on a lake, river, or ocean." The proposed Ford's Pond Community

Park design concept includes a water access point for small watercrafts such as canoes, kayaks, rafts, and drift boats on the north side of the pond. Future development plans will consider the following guidelines outlined by the OPRD:

- Basic Facilities- safe ingresses and egresses, designated and signed parking for vehicles, and sanitation facilities at access point.
- Trail Manager- a nonprofit, public agency or water trail association responsible for the overall coordination and maintenance of any facility associated with a water trail.
- Management Plan- addresses linking public resources, Leave No Trace, general recreational use, public access, private property protection, signage, day use, restroom facilities, and overall issues; identifies the Trail Manager and Trail Partners, facility inventory and future needs by responsible Partner, potential funding sources.
- Water Trail Guide- published, waterproof guide that provides standard information requirements.
- Water Trail Web Site- electronic access to all published materials, management plan, manager contact information, and route suggestions.
- Local Government Support- letters expressing support of the water trail management plan.
- Management of the Ford's Pond Community Park may be coordinated in partnership with the Friends of Ford's Pond, Oregon Parks and Recreation Department, Travel Oregon, and Oregon State Marine Board.

4. Douglas County Local Parks Master Plan (2016)

Located within Douglas County, the Ford's

Pond Community Park will help achieve numerous county goals. While the Ford's Pond site is not explicitly mentioned in the Local Parks Master Plan, the Plan details suggestions for possible future amenities at active park properties, which include hiking/interpretive nature trails, ADA accessible paths/walkways, designated wildlife viewing areas, picnic shelters, and pavilion/gazebos. The county also outlines requirements for pavilion reservations for events. Special event permits are issued for all types of circumstances. They can include weddings, family reunions, celebrations of life and business/church/youth/social group gatherings, and other community organizational events. The concept designs prepared for the Ford's Pond Community Park capitalize on the use of the proposed amenities, and include the development of recreational facilities that support the county's goals.

5. Douglas County Community Health Assessment (2013)

The 2013 Douglas County Community Health Assessment identifies several key health issues in the county, all of which could be improved through the use of Ford's Pond for recreational activity.

One-third of adults in Douglas County are overweight, and an additional 31% of residents are obese. Douglas County exceeds the national goal and the state average for obesity and being overweight. Research has shown that obesity is associated with increased risk of coronary heart disease, type 2 diabetes, cancer, high blood pressure, stroke, liver, and gallbladder disease.

Regular physical activity and a healthy diet can reduce the risk for chronic disease and obesity. However, approximately 22% of Douglas County residents are defined as being physically inactive. Physical inactivity is defined for

adults as 20 and over reporting no leisure time physical activity. Ford's Pond can provide local, accessible outdoor recreation opportunities to foster a more active community.

6. City of Sutherlin Parks and Open Space Plan (2005)

The 2005 Sutherlin Parks and Open Space Plan identifies Ford's Pond as an opportunity site to connect to three stream corridors and create bike/pedestrian connections, improve habitat and corridors for wildlife, and provide more open space. Specifically, the Plan references ODOT's planned expansion of Highway 138 W access under Interstate 5 as a valuable opportunity to expand bicycle and pedestrian facilities to Ford's Pond. The Plan categorizes Ford's Pond as the primary greenway/natural area in Sutherlin, and the only park to serve the southwest park planning area. Redevelopment of Ford's Pond accomplishes the vision of the Plan as an "open expanse of informal open space." The concept plans take into account the City's and community's desire for better waterfront access by improving boating facilities and providing easily-accessible walking trails throughout the site.

7. City and County Zoning

The subject property is designated Low Density Residential (R-1), Residential Hillside (R-H), and Forestry Resource (FR-20) with corresponding zoning per the Sutherlin Comprehensive Plan and Development Code¹. With the adoption of the UGB exchange, the subject property will be identified as Public Semi Public by the Douglas County Comprehensive Plan (PSP) and Public Reserve (PR), by the Douglas County Land Use and Development Ordinance (LUDO).

¹ The subject property is located inside the UGB and in city limits at the time of purchase by the city in 2014. A UGB Exchange process seeks to maintain only the southeast corner (approximately 5 acres) of the subject property within the City's jurisdiction.

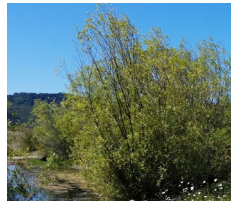
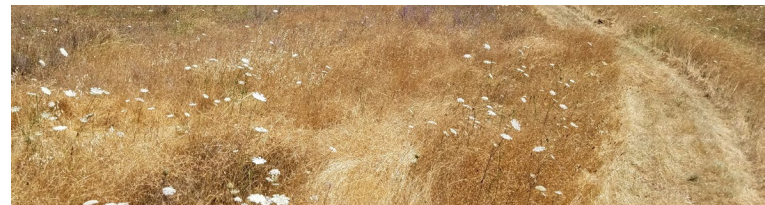
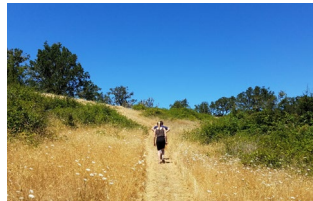
8. Development Code Regulations

Ford's Pond is located within Douglas County. The subject property will be subject to the criteria of the PR Zone as identified in the Douglas County Land Use and Development Ordinance (LUDO), excluding the approximate 5 acres that will remain inside city limits. Development of Ford's Pond is consistent with the preliminary vision prepared by the Friends of Ford's Pond, and the use is permitted outright in accordance with the PR zoning requirements. The subject area to remain inside city limits will be zoned FR-20 and subject to the criteria as outlined in the Sutherlin Development Code. All permit requirements are to be obtained at the time of development of the Ford's Pond Community Park.





The Master Plan was developed through collaboration with the Friends of Ford's Pond, the City of Sutherlin, and a public process with Sutherlin residents.



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EXISTING CONDITIONS

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ENVIRONMENT

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OPPORTUNITIES &
CONSTRAINTS

SECTION 2

OPPORTUNITIES & CONSTRAINTS

Site opportunities and constraints were derived from existing conditions, site analysis, public involvement, Design Team input, City and the Friends of Ford's Pond input, land use requirements, and additional research. The opportunities and constraints inform the range of design options considered in the Master Plan process. Some of the more technical information will be used during the project's design stage.

EXISTING CONDITIONS

Ford's Pond Community Park is a 202-acre park located in west Sutherlin on the west side of Interstate 5. The park, in its entirety, is located within Sutherlin's urban growth boundary (UGB) and city limits boundary. The city is currently engaged in a UGB adjustment process with the Oregon Department of Land Conservation and Development. The process is expected to result in the removal of the majority (~200 acres) of the Ford's Pond site from the UGB in order to enable the development of other land not currently in the UGB for residential purposes. Approximately 5 acres in the southeast corner of the Ford's Pond site adjacent to Church Road will remain in the UGB and city limits. This area is planned for the development of community park components. The Master Plan assumes that the majority of the park outside City jurisdiction will be developed under Douglas County jurisdiction. The park serves the broader Sutherlin community, as well as outdoor enthusiasts all over the region.

The site is identified as Tax Lot 800 in Section 13, and Tax Lot 900 in Section 14, both of Township 25 South, Range 6 West per the Douglas County Assessor's Office. The park is flanked by residential development on the east side, and largely undeveloped county property on the north, south, and west sides.

Vehicle access to the site is limited. Church Road provides primary access to the site, and a small dirt patch alongside the road with minimal parking is located at the southeast corner of the future community park site. Pedestrian access currently occurs from Church Road.

The south and north sides of the park are bordered by Fort McKay Road to the south and Highway 138 W to the north. The site has two

existing access points from Highway 138 W with limited parking available. These roads are connected by Church Road, running north and south. Vehicle parking is not permitted along any of the abutting streets or highways.

Vehicle speeds are often high on Highway 138 W. Church Road also has poor visibility and sight distances at the Highway 138 W intersection. This creates a need for safe crossings along the street frontages adjacent to Ford's Pond Community Park, and on Church Road itself.

LAND USE

City of Sutherlin Comprehensive Plan

The City of Sutherlin Comprehensive Plan provides guidance and policies for the city over time. Applicable policies from the Sutherlin Comprehensive Plan include:

Natural and Cultural Resources

2. Improve the quality of the area's air, water, noise, and land resources.
7. Advocate for the reforestation of previously forested vacant lands.
8. Discourage radical changes to existing wildlife habitat.

Development of Ford's Pond is consistent with the Natural and Cultural Resources Policies outlined in the Comprehensive Plan. By developing Ford's Pond as a formal community park, landscape practices will improve the natural area, restore the oak savannah landscape, and as a result, overall habitat for wildlife will be enhanced.

City of Sutherlin Development Code

2.7.110 Permitted Uses and Structures: *Single family dwelling associated with resource management activities.*

2.7.120 Conditional Uses and Structures: *In the FR-20 zone, the following uses are conditionally permitted subject to the development standards in Sections 2.7.130 after hearing and, if necessary, attachment of conditions according to the procedures listed in Section 4.5 [Conditional Use Permits], to ensure compatibility with adjacent land uses.*

Table 2.7.120 – Conditional Uses

Uses	Status of Use
Traditional Home Uses	P
Public facilities; except public business offices, repair, or storage facilities.	C
Public parks, recreation areas, and publicly owned and operated properties.	C
Uses similar to those listed above in nature and intent, as deemed by Planning Commission.	C

2.7.130 Development Standards: *All development within the forestry resource district must comply with the development standards listed in Table 2.7.130.*

Table 2.7.130 – Development Standards

Standard	P
Lot size minimum	20 acres
Lot depth minimum	None
Lot frontage minimum	None
Lot Coverage maximum	None

Yard Setback minimums	
- front setback	30 feet
- side setbacks	25 feet
- rear setbacks	25 feet
Building Height maximum (feet)	50 feet; increased height allowed subject to Conditional Use Permit.

Douglas County Comprehensive Plan

Douglas County's Comprehensive Plan includes Park and Recreation Policies which generally support the development of Ford's Pond:

- The County shall continue to provide cooperation with other appropriate agencies regarding the planning, acquisition, and development of new recreation areas and facilities.
- The County shall place a high priority on preserving prime recreation sites inside urban growth boundaries until such time as the sites are developed.
- The County shall consider environmental quality with regard to recreation. Areas shall be developed to ensure a minimum damage to the environment, while still providing a recreational experience to the user.
- The County shall encourage the development of recreational facilities via private enterprise. In particular, tourist facilities and those facilities involving spectator and participating sporting events and those activities requiring a high level of supporting services and supplies are especially encouraged.
- The County shall continue to plan for and provide, if feasible, water based recreation

on future impoundment projects developed in the County.

21. The County shall continue to evaluate the needs and suggestions of visitors to the County Park System, along with requests for recreational areas and facilities by various organizations and special interest groups.

The Douglas County Comprehensive Plan generally encourages the planned vision for the development of Ford's Pond through the aforementioned policy language.

Douglas County Zoning Ordinance

Ford's Pond is located within Douglas County and will be subject to the Douglas County Zoning Ordinance. The Public Reserve (PR) zone is the most applicable receiving zone for Ford's Pond (DC 3.700-3.7.150). Relevant code excerpts are provided as follows:

Public Reserve (PR) Zone

DC 3.7.050 Permitted Uses: *In the PR zone, the following uses and their accessory buildings and uses are permitted, subject to the provisions and exceptions set forth by this ordinance:*

12. *Parks, playground, campgrounds, boating facilities, lodges, camps, and other such recreational facilities.*

DC 3.7.100 Buildings and Uses Permitted Conditionally: *In the PR zone, the following uses and activities and their accessory buildings are permitted...:*

2. *Solid waste transfer and disposal sites.*

DC 3.7.150 Property Development Standards:

1. **Size:**

- b. *Minimum property size is one acre or larger when determined necessary for proper sewage disposal by the appropriate sanitation authority in areas not served by a community sanitary sewer system.*
- c. *In areas served by community water supply system or by community sanitary sewer system but not both, lots or parcels may have a minimum area of 15,000 square feet.*
- d. *In areas which are served by both community water supply system and community sanitary sewer system, the minimum lot or parcel area may be 6,500 square feet.*
- e. *For uses not requiring sewage disposal or water supply the minimum lot or parcel size should be appropriate to proposed use.*

3. **Setbacks:**

- a. *Front Yard: No structure other than a fence or sign shall be located closer than 15 feet from the front property line.*
- b. *Side Yard: No structure other than a fence or sign shall be located closer than 5 feet from side property lines for interior lots, and 10 feet from exterior side property lines for corner building sites.*

5. **Signs:**

- a. *Signs shall not extend over a public right-of-way or project beyond the property line.*
- b. *Signs may be illuminated, but shall not be capable of movement,*

flashing or blinking.

- c. *The total sign area of all signs on the property shall be limited to 32 square feet.*

6. *Parking: Off street parking shall be provided in accordance with Article 35.*

Development of Ford's Pond is consistent with the preliminary vision prepared by the Friends of Ford's Pond, is permitted outright, and can comply with PR zone development requirements.

ENVIRONMENT

Documentation of existing site conditions was obtained through site visits by the Design Team, Natural Resource Conservation Service (NRCS) soil survey, aerial imagery, sensitive species and habitat information from the Oregon Biodiversity Information Center (ORBIC), flood hazards, and geological and geohazard maps. The Design Team used this information to develop a complete understanding of the site's current conditions, which impact site design.

The site's topography is defined by medium to steep slopes on the west end of the site overlooking the pond, and man-made terraces on the west side, east side, and southeast corner of the pond. Closer to the pond, the topography is fairly flat, but there is a significant transition from the street to the pond in terms of steep grades in the surrounding banks.

Soils

The Ford's Pond site is comprised of 8 different soil types according to the Natural Resources Conservation Service (NRCS) soil survey. In the southeastern corner along Church Road,

the soil is classified as Nonpareil-Oakland complex, which is identified in hills, has slopes of 3%-12% and is considered well-drained. Nonpareil-Oakland complex is typically 20-40 inches above bedrock, the restrictive feature.

The western side of the pond has several soil profiles. The largest portion of the site, directly west and bordering the pond is Oakland-Nonpareil-Sutherlin complex, which is most common in hills, has slopes of 30%-60%, and is considered well-drained. This soil type is 20-40 inches above bedrock.

The southwest corner of the pond and a bordering area along Church Road is comprised of Conser silty clay loam, which has slopes of 0%-3% and is typical of stream terraces. This soil is poorly drained, and is more than 80 inches above the most restrictive soil feature.

The ridge further west of Ford's Pond is comprised of both Nonpareil-Oakland complex and Oakland silt loam. Nonpareil-Oakland complex has slopes of 12%-30%, and is typical of hills. This soil is well-drained and is 10-20 inches above bedrock. Oakland silt loam has slopes of 30%-60%, and is typical of hills. This soil is well-drained and is 20-40 inches above bedrock.

The northern edge bordering the pond, adjacent to Highway 138 W, is Waldo silty clay loam, which has slopes of 0%-3% and is most often found in flood plains. This soil is poorly drained and is more than 80 inches above bedrock.



SPECIES DATA

The Oregon Biodiversity Information Center (ORBIC) provided environmental species data on rare, threatened, or endangered species within a 2-mile radius of the site. Several key species found include: the western pond turtle, pacific lamprey, Coho salmon, steelhead, Umpqua chub, red-root yampah, rough popcorn flower, and Umpqua dace. All of these species were either observed outside of

the Ford's Pond area (Calapooya Creek, etc.) or have not been observed at Ford's Pond since 1999 or earlier. Although there is no evidence of endangered species located at the site, the ORBIC data provides impetus to emphasize habitat restoration around the pond in order foster ecological diversity, as the area is suitable for reestablishment of these species.

Hazards

Earthquakes are an unlikely hazard in Douglas County, but are possible given the area's geologic history. The Ford's Pond site is categorized as at-risk for strong earthquakes should an earthquake occur per the Oregon Department of Geology and Mineral Industries (DOGAMI), and is surrounded by areas subject to potentially very strong to severe shaking. There is also a moderate risk of liquefaction along the western ridge on the site. For a Cascadia earthquake event, the site is expected to experience very strong to severe shaking.

According to the Statewide Landslide Information Database for Oregon (SLIDO), the northwest corner of the Ford's Pond site is most at risk of landslides, with the higher-most ridge ranking high for landslide susceptibility.

OPPORTUNITIES & CONSTRAINTS

Site Opportunities

The Ford's Pond site contains elements and features that combine to contribute to a vibrant community recreation area. Opportunities include:

- Diverse bird species that provide opportunities for viewing and habitat restoration and enhancement.
- The pond provides opportunity for fishing.
- Deeper water on the north side of the pond allows for potential boat access (electric motors only).
- The west hillside offers views of surrounding mountains and provides opportunities for scenic overlooks and trails.
- The site has established access points along Highway 138 W, which serves as the main route between the Oregon coast, I-5,

and the Cascades.

- Existing wetlands provide habitat enhancement and wildlife viewing opportunities.
- There are a variety of habitat types (oak woodland, ash woodland, wetland) that offer multiple park user experiences.

Site Constraints

The Ford's Pond site contains elements and features that impact decisions on how to best develop the park in a responsible manner. Constraints include:

- Steep slopes west of the pond and along Church Road present challenges for access and trail construction.
- Poor visibility of north-bound traffic on Church Road from the SE Corner access point creates a safety concern.
- The site has poor pedestrian and bike connectivity to the surrounding area. There are no sidewalks along Church Road or Highway 138 W. (Westlake Avenue and the immediate neighborhood to the east have sidewalks.) Fast moving traffic along Highway 138 W limits pedestrian and bike crossing/access.
- Designated wetlands limit active recreation development opportunities in the eastern portion of the site.
- Seasonally inundated areas around the pond impact future trail layout and design.
- A portion of the hillside abutting the western portion of Ford's Pond was previously terraced and is in need of re-grading and restoration.
- Seasonal water levels fluctuate up to 3 feet with Class A treated wastewater discharge from the wastewater treatment plant.
- Water pump and water outlet structures are visible and occupy space on the southwest and northwest corners of Ford's Pond, respectively.



"Our vision is that families will be able to enjoy the area, individuals can safely spend time walking or enjoying the view, and that it will become a wonderful gathering place for small events, and specialized groups to use here in Sutherlin— a place for the community." –Survey Respondent



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PUBLIC INVOLVEMENT

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IDENTIFIED STAKEHOLDERS AND POTENTIAL PARTNERSHIPS

SECTION 3

BACKGROUND

The master planning process relied upon technical data and a series of public involvement activities to inform the design options and the conceptual development plan. The process was shaped by community feedback to produce a plan for future improvements to Ford's Pond Community Park.

PROCESS

The master planning process began with an assessment of the existing park conditions and an inventory of opportunities and constraints. A series of public involvement activities were used throughout the process to inform initial, draft, and final stages of the park concepts. Three community park design options were prepared to illustrate a range of options and alternatives for future park development. The design options were refined and consolidated into a preferred alternative along with the site plan, the basis for the conceptual master plan. Additional analysis, including code compliance and cost estimating, supplemented and informed the planning process.

PUBLIC INVOLVEMENT

Public involvement and outreach occurred throughout the planning process. The primary methods of public involvement were work sessions with the Planning Team, a series of community open houses, a focus group meeting, attendance at the Blackberry Festival, an online survey, and a summer school class.

The Design Team recorded notes during all Planning Team meetings. The project initiation meeting focused on providing project background, work components and timeline, and a general discussion on project opportunities, issues, and vision. The first meeting focused on discussing wastewater treatment plant construction and site impacts; reviewing key stakeholders for the park and a strategy for public outreach; and discussing opportunities, constraints, and site programming. The second meeting focused on a review of the site analysis documentation to-date, the proposed survey, and plans for the community meeting. The third meeting

presented the first round of survey data, reviewed the ORBIC report, and discussed the community park element. The fourth meeting focused on design concepts for the overall site plan, the north frontage, and the southeast community park. The fifth meeting involved a review of three conceptual plan options for the park and included a discussion of advantages and disadvantages related to each option. The sixth meeting included a presentation of the Draft Master Plan and identification of changes and revisions. All meeting notes can be found in Appendix 6.

Two community meetings were held to gather community input on the overall Master Plan and specific park design concepts. Notices of the meetings were provided to community residents via local reader boards, posters, radio, newspaper, and the Friends of Ford's Pond and city's websites and Facebook pages. All community meetings were held on weekday evenings at the city's Community Center.

PUBLIC INPUT

As noted previously, public input and feedback were gathered throughout the planning process. Results from these efforts are summarized in the following section.

Community Meeting 1

In the first community meeting held on May 24, 2017, the Design Team provided participants an overview of the site, project goals, and timeline. Participants were then asked to identify opportunities and constraints on the site, and provide recommendations in break-out groups under the categories of passive recreation, active recreation, and natural environment. Twenty-seven community members attended this meeting.

Community Meeting 2

In the second community meeting held on September 28, 2017, participants were asked to identify their preferred park design

concept from three options and confirm program elements. Attendees had the opportunity to ask questions and discuss perceived issues pertaining to the concepts. The Design Team used these comments to refine the final concept to best reflect the community's desired outcome. Thirty-five community members attended this meeting.

Focus Group Meeting

In addition, a focus group meeting was held on July 11, 2017, that included the following stakeholders: U.S. Fish and Wildlife Service, Oregon Department of Fish and Wildlife, Sutherlin School District, Sutherlin Area Chamber of Commerce, Umpqua Valley Audubon Society, Umpqua Valley Fly-Fishers, Umpqua Community College, and CHI Mercy Health. This meeting focused on recreational opportunities, environmental restoration and enhancement opportunities, and discussion around capital improvement and revenue generation. Meeting notes from this meeting can be found in Appendix 5.





Blackberry Festival

The Design Team also attended the Sutherlin Blackberry Festival on August 18, 2017. Partnering with the Friends of Ford's Pond, the Design Team staffed a booth and invited visitors to indicate their preferred design concept, and provide any additional comments or design suggestions. The Design Team received over 30 comments at this community event, which the Design Team then used to finalize the preferred concept. A summary from this event can be found in Appendix 5.

Online Questionnaire

An online questionnaire was also created and managed using the Qualtrics online survey platform. It was released on May 24, 2017, and remained open through August 31, 2017. Links to the questionnaire were posted to the City of Sutherlin's website, the Friends of Ford's Pond Facebook page, and were distributed locally via QR code postings in public places.

Survey questions were directed at identifying preferences for park features, amenities, and improvements.

The questionnaire generated 365 responses. All comments were received outside of the community meetings and hardcopy surveys were collected by Friends of Ford's Pond and forwarded to the Design Team. Survey results revealed the majority of respondents believed the City should consider passive recreation activities at the park, along with basic park amenities such as benches, tables, bathrooms, and a parking lot. The most important features, rated respectively in descending order included: restrooms, walking/hiking trails, vehicle parking, nature trails, park amenities, fishing access, children's play area, bike parking, running trails, and boating access. A complete detailed summary of survey results is included in Appendix 4.

Migrant Education Summer Adventures

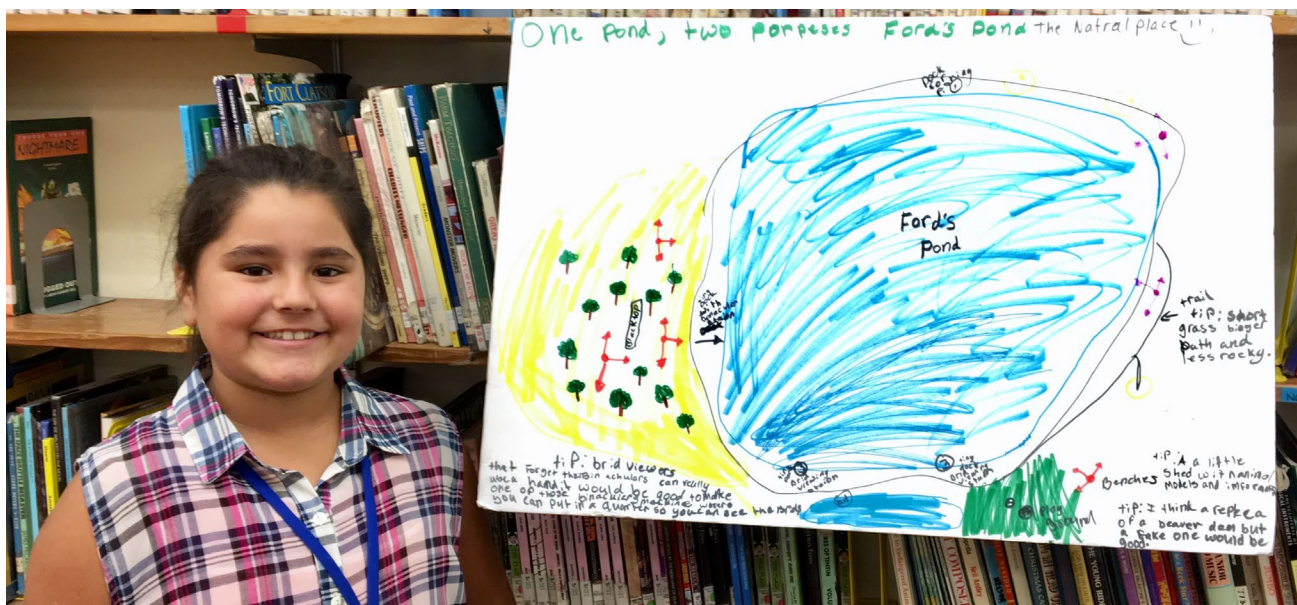
Ana Ramirez and her K-6 Migrant Education Summer Adventures Class used Ford's Pond as the focus of their three-week class. The class visited, researched, and created presentations on what they would like to see at Ford's Pond. Their speeches on July 12 at Sutherlin's West Intermediate School offered insight from a needed youth perspective. Their ideas are provided in Appendix 5.

IDENTIFIED STAKEHOLDERS AND POTENTIAL PARTNERSHIPS

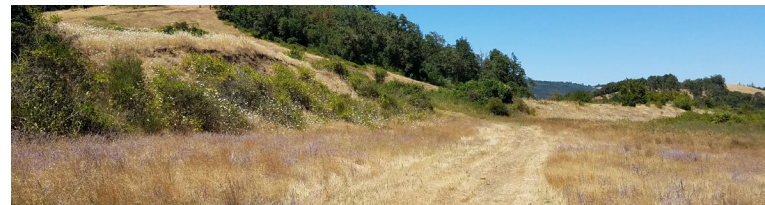
Both public and private consultation contributed to establishing the Ford's Pond Community Park program features. The Design Team worked closely with the City of Sutherlin, Sutherlin City Council, and the Friends of Ford's Pond to gather relevant data on site conditions and finalize final

concept plans. Public comment guided refined concept designs to best reflect the community's self-identified needs. The city was consulted throughout the design process to ensure the plan meets their expectations and to identify any potential changes to the plan due to the wastewater treatment plant discharge storage requirements.

Partnerships in both park development and funding is advantageous for all relevant stakeholders. The Park's size, location, and purpose render co-management a viable option between the City of Sutherlin and the Friends of Ford's Pond. Collaboration with the Oregon State Parks and Recreation Department (OPRD) may also generate potential grant income and service support. Historically, OPRD has welcomed partnerships with a variety of community organizations and civic groups. Opportunities may include volunteer support, fundraising, or more formal relationships operating under a one-year contract agreement. The site also presents educational and service learning partnership opportunities with Umpqua Community College and the Sutherlin School District.







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OVERALL SITE PLAN

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PROGRAM ELEMENTS

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SOUTHEAST COMMUNITY
PARK CONCEPT

SECTION 4

DESIGN PROCESS

Overall site improvements include new trail systems, parking, restrooms, a fishing dock, wetland enhancements, scenic viewpoints, bird blinds, and osprey platforms. Educational signage and wayfinding improvements are proposed throughout the park where appropriate. Additional pedestrian access is proposed off of Church Road and Westlake Avenue.

New community park improvements include pavilions, natural play equipment separated by age group, restrooms, benches, picnic tables, food cart hook-up pad, and open meadow area.



Overall Site Plan

The overall site plan illustrates 17 key elements of the Ford's Pond area. A fishing pier and boating access is proposed at the north end of the site, where the pond is the deepest. This northern area is supplemented by parking, restrooms, an art installation, paddlecraft rental kiosk, and picnic tables. On the eastern end of the site, a polishing pond and wetland enhancement is proposed, supplemented by interpretive signage and bird viewing. This area seeks to educate and inform visitors about the pond's functional purposes and ecological value. Wetland



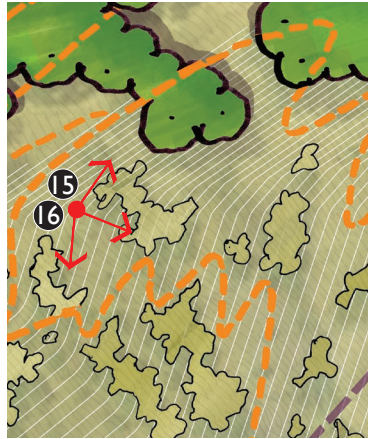
enhancements and boardwalks are also proposed along the eastern side of the site leading south to the community park. Continuing west, a wetland enhancement area is proposed in the southwest corner of the pond, and an extensive trail network along the steep slopes to the west lead up to views of the Calapooya Creek. Benches and picnic tables will be placed along this route. The entire pond is circled by an ADA-accessible primary path with a width of 10 feet, which will be asphalt-paved and accessible year-round.

PROGRAM ELEMENTS



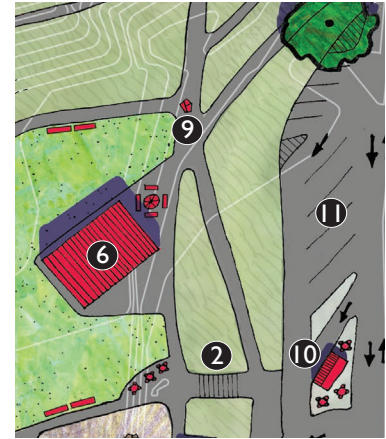
**NATURAL PLAY
AREA**

Natural Play parks encourage free play with natural materials. It does not include play equipment or designed play elements. The nature play area consists of play structures from the natural environment including elements such as logs and boulders. Natural Play elements encourage imaginative play and are sensitive to the site's surroundings by incorporating natural materials and colors.



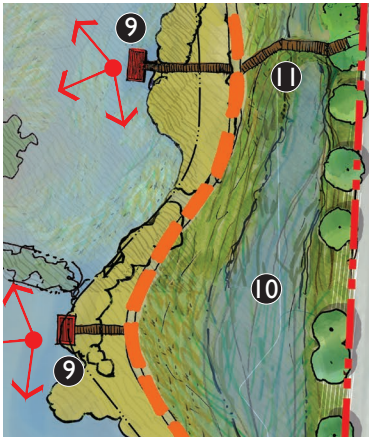
**PASSIVE
RECREATION**

Passive recreation elements enable visitors to walk, jog, or view wildlife. Key elements include secondary paths on the west side of the pond, scenic viewpoints with benches or bird blinds, picnic tables, and interpretive signage. Boardwalks across wetland enhancement areas also help visitors safely view and interact with wetland environments on the eastern side of the pond.



**FAMILY
AMENITIES**

These improvements include park features that encourage general use and community gathering in the park. Improvements include pavilions, picnic tables, benches, lawn areas, restroom facilities, a food cart hook-up pad, and paved parking. The parking lot, as well as paths and paving to access bathrooms, pavilions, and the park are ADA accessible.



NATURAL AREA RESTORATION

Natural area restoration will occur in identified areas, as well as where appropriate for providing specific habitat. Existing invasive and noxious plants will be removed, and re-vegetation with native species is proposed to re-establish native plant communities on the site.

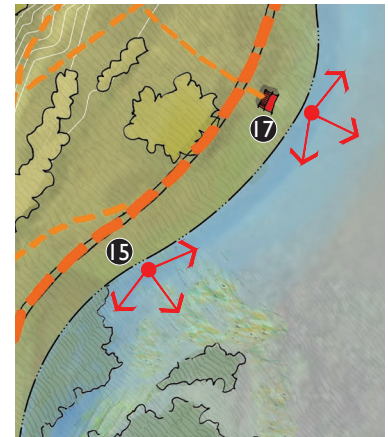
Wetland enhancement is proposed in two locations within the pond to foster growth of aquatic species, including fish and turtles. Restoration will also be targeted towards the oak savannah landscape on west hillside.

Additionally, osprey nesting platforms are proposed to support birds on site.



FISHING AMENITIES

Fishing amenities are located along the north frontage of the site where the pond is the deepest. A parking lot is located along this frontage, with room for RV and trailer parking. Amenities include boating access from the parking lot to the pond, an ADA-accessible T-dock that extends out into the pond, and restrooms, picnic tables, and benches along the shore. A kiosk for paddleboat or other paddlecraft rentals is located nearby.



PATHS & TRAILS

Three path/trail types are proposed in the park - primary, secondary, and tertiary. The primary path is pervious asphalt and 10 feet wide. This path provides ADA accessible routes to key features of the park. The path provides access for runners, pedestrians, bikes, and required access for maintenance vehicles.

Secondary paths are crushed rock and 4-5 feet in width. These paths provide access to viewing areas, natural features, and other park amenities.

Tertiary trails are native material and 3-4 feet in width. These trails provide access up the steeper slopes on the west end of the pond for hikers, and provide a view of Calapooya Creek to the west.

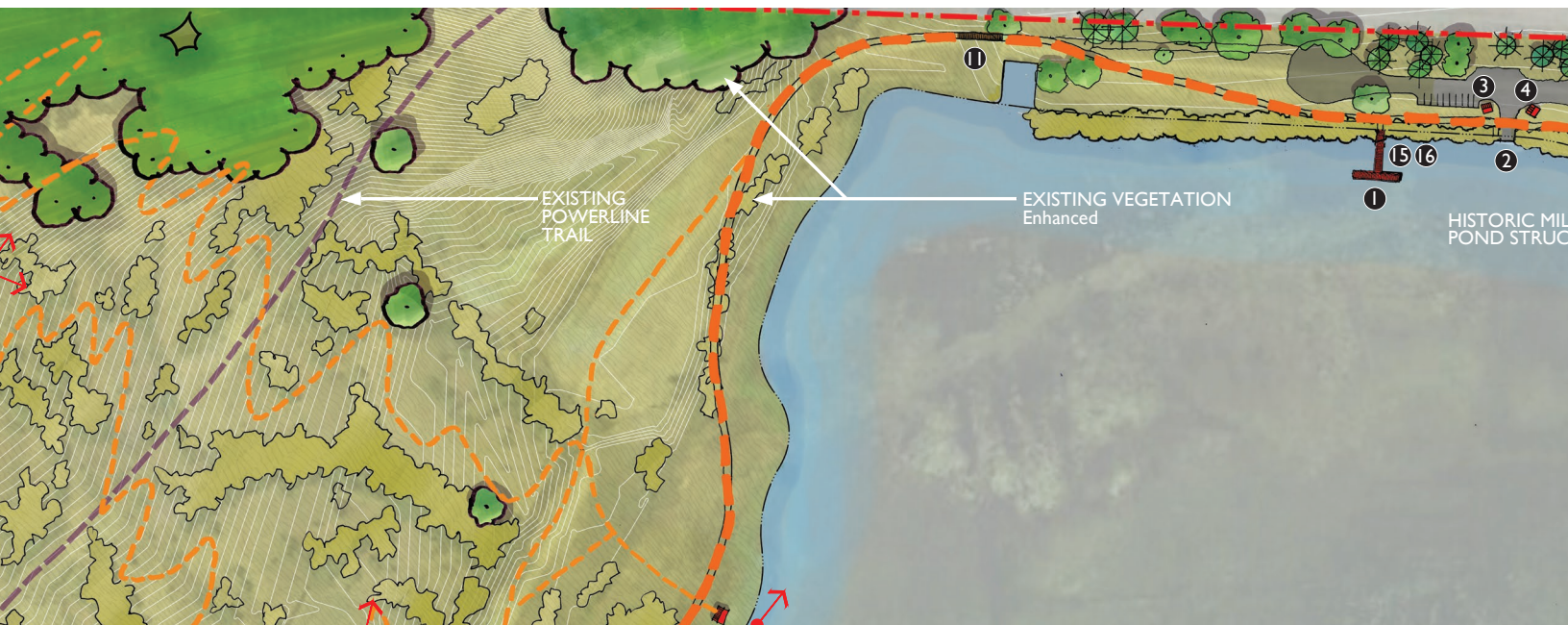


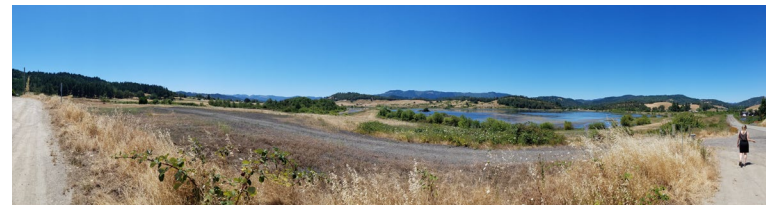
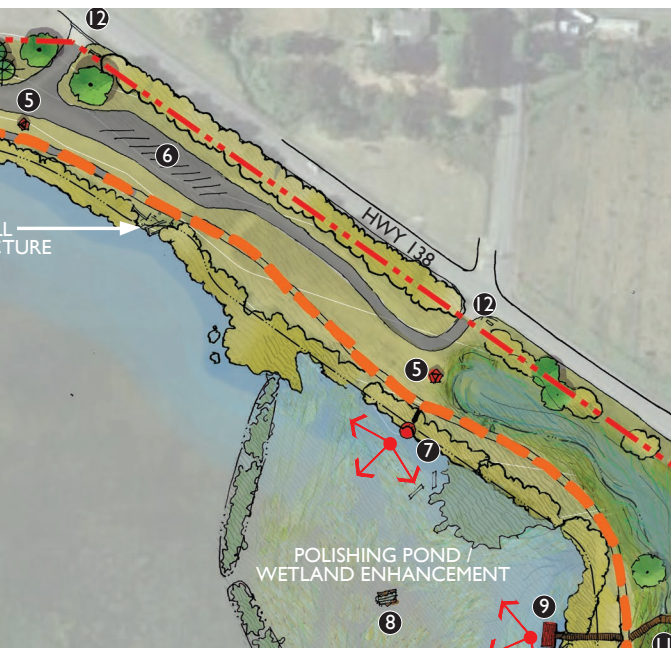
SE Community Park

The final southeast community park concept illustrates 16 key elements of the park area. The park is accessed on the first tier by a parking lot off of Church Road that includes a food cart hook-up pad. The parking lot includes a turnaround in the middle, with additional access to overflow parking. The second tier is accessed by stairs and ADA-accessible paths, which also provide access to the bathroom. The second tier includes multiple pavilions for day-use and rental use, located along the meadow/open play area, and playground. The playground features natural play



structures, and is separated by age groups into two smaller playgrounds. The playground is bordered by benches, and trees on the southwest side. Potential future pavilions are also shown on the western side of the park. An amphitheatre/outdoor classroom is proposed closest to the pond, near the wetland enhancement area. Boardwalks to the north and west of the park cross the wetland enhancement area to lead visitors onto the main path around the pond.





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PLANNING LEVEL COST

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PHASING AND
PRIORITIZATION

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OPERATING COST
MODEL AND PARK
MAINTENANCE

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STRATEGIES

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SUSTAINABLE PARK
OPERATIONS

SECTION 5 IMPLEMENTATION

Key benchmarks for implementation are broken down into development costs, maintenance and operations costs, potential funding sources, and revenue generation strategies. These steps will be dependent on timelines, partnerships, and secured funding.

Overview

Implementation of the Ford's Pond Master Plan will occur over a time period to be determined by a number of factors. Key determinants and benchmarks for implementation include permitting, establishing funding sources for the projects, preparing construction documents for park improvements, establishing maintenance and operations reserves, and initiating phased construction. The City of Sutherlin and the Friends of Ford's Pond are interested in beginning construction of select projects as early as 2019, or as soon as funding is secured and maintenance and operations responsibilities are clearly defined. This chapter discusses development costs, based on the Overall Park Concept Plan and SE Community Park Concept Plan, and organized by project, maintenance and operations costs, potential funding sources, and revenue generation strategies.

Development Costs

Development costs are organized by project and prioritization level. The selection of projects and their components is determined by consideration of complimentary uses, geographical location within the project site, consistency with the original vision for the park developed by the Friends of Ford's Pond, and consideration of grant funding eligibility and criteria. Projects are listed in sequential order by priority level, however the prioritization is not intended to be definite, rather projects can be moved in sequence depending on need, available funding, and other factors. Projects are generally prioritized in the order of those that provide multiple uses for the benefit of diverse population groups first, followed by more specialized projects.

Project 1. Pond Perimeter Path

This project involves the construction of a 10-foot wide paved path extending around the perimeter of Ford's Pond. The path is constructed of pervious asphalt with a crushed rock base. The primary use is by walkers and joggers, as well as City maintenance vehicles that need to access pond inflow and outflow structures. The path is predominately on-grade, however sections are slightly elevated to be above seasonal inundation levels. The path is approximately 1.7 miles in total length.

Project 2. Southeast Community Park

The proposed community park site is within the larger project area and is located in the southeast corner of the site, abutting Church Road and residential neighborhoods to the east. The project site is generally composed of three terraces; an upper terrace that is a few feet below the elevation of Church Road; a middle terrace; and a lower terrace that is approximately 5-10 feet above the pond elevation. There is approximately 10-15 feet of grade change between the upper, middle, and lower terraces, respectively.

The project involves the construction of a new access drive extending from Church Road and the parking area. The parking area includes short-term vehicle parking with views of Ford's Pond, a few larger vehicle or bus parking spaces, a turnaround, food cart or vendor staging area, and standard vehicle parking. The parking area is designed in consideration of potential future expansion to the southwest.

The main park elements are proposed on the middle terrace, including: a pavilion with

a hearth and fire place; two picnic shelters; restroom; nature playground with separate areas for 1-5 and 6-12 age groups; informal lawn area; benches; and other site furnishings. The park is connected to the upper terrace by stairs and two accessible paths. Accessible paths extend to the north and south, to the lower terrace, providing access to the Pond Perimeter Path and other trails throughout the site.

The lower terrace contains an amphitheatre stage/outdoor classroom that utilizes the informal lawn area and slope for seating and two sites for future picnic shelter expansion, as needed. The lower terrace also links to the Pond Perimeter Path, trails, and boardwalks extending through the wetland areas.

Project 3. North Frontage

This project involves the construction of new ingress (east) and egress (west) points from Highway 138 W that provide access to a parking area, boat launch, and accessible fishing pier. The parking area includes parking for vehicles and boat trailers or other large vehicles. The boat launch is sized to accommodate large drift boats and all manner of personal paddle craft. A seasonal restroom enclosure and informational/interpretive kiosk are located next to the boat launch. A monument sign and art installation is proposed in the NE corner of the frontage, in an area that has good visibility from Highway 138 W. The North Frontage is intended to be a wayside for people traveling along Highway 138 W, as well as a community boat launch and day-use park for Sutherlin residents. The improvements are linked to the Pond Perimeter Path by paths and trails.

Project 4. West Hillside

This western portion of the site contains a

hillside and miniature butte that has expansive views of Sutherlin, and the valley to the west, as well as remnant oak woodlands. The western portion of the butte has frontage along Calapooya Creek. This project involves the construction of a series of trail routes of varying steepness and extend west up to the summit of the butte. Another trail connection, with multiple switchbacks, extends west, downward to Calapooya Creek. The trails will be constructed of native materials, approximately 3-4 feet in width, and graded to be accessible where feasible. Seating is proposed at key viewpoints to take advantage of the vistas that the park provides. A picnic shelter is located near the pond, on a terrace above the surface of the pond. A powerline corridor bisects the hillside that can be used by mountain bikers. The upper half of the hillside contains remnant oak woodlands to be restored and enhanced through the removal of non-native and invasive understory species.

Project 5. Secondary Trails

The project involves the construction of secondary walking and hiking trails that extend from the Pond Perimeter Path. Trails near the pond access viewpoints with seating and bird blinds provide opportunities for wildlife observation. Trails near the hillside provide seating and vantage points across the Pond. Additional trails are proposed connecting the Southeast Community Park, North Frontage, and Wetland Enhancement Areas. The trails are constructed of crushed rock and are approximately 4-5 feet in width.

Project 6. Wetland Enhancement

The site contains delineated wetland areas that are located between the pond and Church Road, to the east, and in the southern portion of the site on the lower terrace below the

proposed Southeast Community Park site. This project involves wetland restoration and enhancement through minimal re-grading and invasive and non-native species removal. A new wetland area will be created at the wastewater treatment plant outfall, identified as a polishing pond. The current wetlands in the east and south are to be improved. The project also involves the construction of two trails and boardwalk segments providing pedestrian access from Church Road to the Pond Perimeter Path, and another segment connecting the Southeast Community Park to the Pond Perimeter Path. Two viewing platforms are also proposed on the east side of the pond, extending out into the pond.

Table 5.1 Summary Project Cost Estimates presents a summary of the development costs for each identified project. The development costs include estimated direct construction costs, indirect construction costs, and owner soft costs. Detailed estimates for each project are included in Appendix 9 Detailed Project Cost Estimates.

- Direct Construction Costs consist of the hard costs for materials required to construct improvements. These items include demolition, site preparation, and improvement costs.
- Indirect Construction Costs consist of mark-ups and contingencies. Generally, mark-ups are applied to the total improvement costs and account for the necessary costs associated with performing the work. These items include the following items and are estimated at 18 percent of direct construction costs:
 - ◇ General Requirements: This accounts for all the contractors' site supervision and management, site accommodation, utilities,

office equipment and supplies, as well as head office costs. General requirements are estimated at 10 percent of direct construction costs.

- ◇ Bonds & Insurance: The contractor will be required to take out various bonds, sub-guards, and insurances to protect the owner (and the contractor) against construction claims. Bonds & Insurance is estimated at 2 percent of direct construction costs.
- ◇ Contractor Fee: The contractor will charge a fee on the project to cover overhead and profit margin. The Contractors Fee is estimated at 6 percent of direct construction costs.
- Owner Costs include administration, staffing, permitting, system development charges, design fees, topographic survey, geotechnical investigation, furnishings, commissioning, and other miscellaneous costs. Owner Costs are estimated at 23 percent of direct construction costs.
- ◇ Design Contingency: The estimates are at a very conceptual level and therefore it is necessary to have a design contingency to account for any scope that has not been considered in the estimate. As the design progresses and more is known about the project, the design contingency would reduce accordingly. Design Contingency is estimated at 10 percent of direct construction costs.
- Total Estimated Project Costs are the compounded total of Direct Construction Costs + Indirect Construction Costs + Owner Costs.
- Escalation Costs: The estimates have

been priced in today's dollars. As the construction activities are planned to commence in the future, there is a need to account for construction cost escalation. The project cost estimates include two years of escalation (2018 and 2019) and are priced in 2019 dollars.

Table 5.1 Summary Project Cost Estimates

PROJECT #	NAME	DESCRIPTION	COST
1	Pond Perimeter Path	Multi-use Path around Pond	\$ 705,200
2A	Southeast Community Park Phase 1	Parking, Restrooms, Utilities, Paths, Site Furnishings, Security Gate	\$ 748,100
2B	Southeast Community Park Phase 2	Additional Parking, Nature Play Area, Shelter, Additional Paths, Lawn, Plantings	\$ 473,900
2C	Southeast Community Park Phase 3	Pavilion, Shelter, Expanded Nature Play, Stage, Art, Signage	\$ 315,900
3	North Frontage	Parking, Boat Launch, Boat Parking, Fishing Pier, Monmument Sign, Restroom Enclosure, Paths	\$ 945,000
4	West Hillside	Trails, Viewpoints, Benches, Oak Woodland Restoration	\$ 94,000
5	Secondary Trails	Trails, Viewpoints, Bird Blinds, Shelter	\$ 228,800
6	Wetland Enhancement	Wetland Restoration/Enhancement, Viewing Platforms, Boardwalks	\$ 476,200
TOTAL COST			\$ 3,987,100

Maintenance and Operation

The City of Sutherlin operates a well-planned and developed parks, trails, and open space system. As confirmed through the online survey, residents value recreational amenities such as trails, natural areas, and open space. The Friends of Ford's Pond is a non-profit organization that is assisting the City with planning for park development, fundraising, and volunteer coordination. This plan anticipates that future maintenance

and operation responsibilities will be shared between the City of Sutherlin and the Friends of Ford's Pond. This section addresses the implications of operating and maintaining Ford's Pond Community Park.

Maintenance Levels

Park maintenance activities are defined based on the level of maintenance for typical amenities found in the park type. This plan assumes that the overall site includes two park types: a community park and a natural

area park. The community park is defined as the southeast 5 acres detailed on page 36. The natural area park is defined as the remaining 104 acres, excluding the pond and other water bodies. Following are the typical maintenance tasks appropriate for each park type.

Community Park Maintenance Tasks

- Maintenance of special facilities (pavilion, shelters, etc.)
- Setup and cleanup after festival/event reservations
- Basic shrub and landscape beds
- Basic mowing and trimming
- Restroom cleaning
- Trash removal
- Graffiti removal
- Vandalism surveys
- Paved surface maintenance
- Parking lot maintenance
- Playground safety inspections
- Structure safety evaluations

Natural Area Park Maintenance Tasks

- Parking lot maintenance
- Paved surface maintenance
- Other surface maintenance (boardwalk)
- Trail maintenance
- Natural resource restoration
- Forest management (oak woodland)
- Invasive species management
- Trash removal
- Vandalism surveys

Table 5.2 Maintenance Costs per Acre estimates ongoing maintenance and operations costs per acre by park type within the overall site. Maintenance costs per acre are derived from a comparison of costs for maintaining similar facilities, general park system maintenance costs by park type in other Oregon communities, and data from the 2016 Natural Recreation and Park Association 2016 NRPA Field Report. Trail maintenance costs, specifically the proposed perimeter trail around the Pond, are assessed

Table 5.2 Maintenance Costs per Acre

FACILITY TYPE	SIZE	UNIT	ANNUAL MAINTENANCE COST (PER UNIT)	ANNUAL MAINTENANCE COST
Pond Perimeter Path	1.84	miles	\$2,500	\$4,600
Southeast Community Park Phase 1	3.5	acres	\$3,000	\$10,500
Southeast Community Park Phase 2	1	acres	\$12,000	\$12,000
North Frontage	29	acres	\$500	\$14,500
West Hillside	51	acres	\$200	\$10,200
Secondary Trails	0.67	miles	\$1,500	\$1,005
Southeast Community Park Phase 3	0.5	acres	\$5,000	\$2,500
Wetland Enhancement	24	miles	\$500	\$12,000
TOTAL COST				\$67,305

on a cost per-mile basis due to the unique maintenance responsibilities associated with that facility type. Maintenance costs include labor and materials for the purposes of park maintenance.

The total maintenance cost reflected in Table 5.2 is based on the full build-out of the park and completion of projects previously identified. The earliest any park development is anticipated to occur is 2019 and the projected timeline for the completion of all projects is 10-20 years. Maintenance costs are highly variable across agencies, districts, and other park and recreation providers and are subject to local conditions and fluctuations in resource allocations.

Funding and Revenue Generation

As noted previously, the projected timeline for the completion of all projects identified in the Plan is 10-20 years. The completion of planned projects will require the acquisition of funding from various sources. In order to sustain operation and maintenance of the park, funding for ongoing maintenance and operation will also need to be secured from various sources. This section addresses funding strategies for construction of capital projects and revenue generation strategies for maintenance and operation.

Project Funding

The Plan assumes that all funding for capital projects will be secured from outside sources (other than the City of Sutherlin). These sources include partnerships, private donations, and grants.

- Partnerships with federal, state, and local agencies and not-for-profit groups play an

important role in the development of park facilities. Partnerships can also provide one-time or ongoing maintenance support.

- Donations of labor, land, or cash by service agencies, private groups or individuals are a popular way to raise funds for specific projects. Most organizations implement capital campaigns focused on specific projects for cash donations. The Friends of Ford's Pond is a tax-exempt (IRS 501(c)(3)) organization that can implement a capital campaign and accept and manage donations. Generally, donations are not stable source finances and should not be relied upon for a major portion of funding.
- Securing grants is a good strategy to support park development. Many grant organizations fund park improvements, although few provide funds for ongoing maintenance activities. Most grant organizations have lengthy processes that require staff time and effort, and grants usually have very specific guidelines and only fund projects that address the granting organization's overall goals. The grant process is highly competitive. As grant agencies often look favorably upon collaborative projects, developing partnerships between agencies, organizations, and the city will improve competitiveness in the grant application process.

The Plan assumes that partnerships will be utilized to support ongoing maintenance and operations, and are therefore not accounted for as a funding source for capital project funding. The Plan identifies grants and donations as the primary funding sources for capital projects. A comprehensive discussion of potential funding sources is included as Appendix 8 Funding Options.

Although numerous funding sources are identified, the Plan considers grants administered by the Oregon Park and Recreation Department (OPRD) as the most likely source for capital project funding. Following is a summary of grants in categories that align with project eligibility awarded by ORPD in 2016, including; average, median, and high grant awards:

- OPRD Recreational Trails Grant (RTP)
 - ◊ Average \$93,076; Median \$76,138; High \$377,883
- OPRD Land and Water Conservation Fund (LWCF)
 - ◊ Average \$155,441; Median \$156,169; High \$265,000
- OPRD Local Government Grant Program (LGGP) – Large Award
 - ◊ Average \$221,386; Median \$164,000; High \$452,125
- OPRD Local Government Grant Program (LGGP) – Small Award
 - ◊ Average \$49,444; Median; \$51,485; High \$75,000

In 2017, Douglas County received a \$650,000 OPRD LGGP large grant award for a campground near Winchester Bay, which is an even larger amount than reflected in the 2016 data.

Additional grant sources of capital funding for which the project may be eligible include Oregon Department of Fish and Wildlife (ODFW), Oregon State Marine Board (OSMB), and Oregon Watershed Enhancement Board (OWEB). Following is a summary of grants awarded by these sources in 2016:

- ODFW (average single grant amount)
 - ◊ Access and Habitat Grant: Under \$100,000
 - ◊ Information and Education Grant: \$10,000
 - ◊ Restoration and Enhancement Grant: Under \$100,000
 - ◊ Bird Stamp: \$1,000-\$50,000
 - ◊ STEP Mini-Grants: Under \$2,000
- OSMB (average single grant amount)
 - ◊ Individual Grant: \$170,000
- OWEB (average single grant amount)
 - ◊ Small Grant Program: Up to \$15,000
 - ◊ Restoration: \$174,328
 - ◊ Technical Assistance: \$31,858

Table 5.3 Projected Ongoing Maintenance Costs by Year presents annual cumulative maintenance costs based on a projected timeline for the development of each project/facility identified in the plan. Project development dates are highly variable and only included herein for estimating and review purposes.

Table 5.3 Project Ongoing Maintenance Costs by Year

FACILITY TYPE	ANNUAL MAINTENANCE COST	PROJECTED DEVELOPMENT (YEAR)	ONGOING MAINTENANCE COST (BY YEAR)
Pond Perimeter Path	\$4,600	2019	\$4,600
Southeast Community Park Phase 1	\$10,500	2021	\$15,100
Southeast Community Park Phase 2	\$12,000	2023	\$27,100
North Frontage	\$14,500	2025	\$41,600
West Hillside	\$10,200	2027	\$51,800
Secondary Trails	\$1,005	2029	\$52,805
Southeast Community Park Phase 3	\$2,500	2031	\$55,305
Wetland Enhancement	\$12,000	2033	\$67,305

Table 5.4 Funding Sources

PROJECT #	NAME	COST	FUNDING SOURCES
1	Pond Perimeter Path	\$ 705,200	Grants, Donations
2A	Southeast Community Park Phase 1	\$ 748,100	Grants, Donations
2B	Southeast Community Park Phase 2	\$ 473,900	Grants, Donations
2C	Southeast Community Park Phase 3	\$ 315,900	Grants, Donations
3	North Frontage	\$ 945,000	Grants, Donations
4	West Hillside	\$ 94,000	Partnerships, Volunteers
5	Secondary Trails	\$ 228,800	Partnerships, Volunteers
6	Wetland Enhancement	\$ 476,200	Partnerships, Volunteers

Table 5.5 Funding Sources by Project

PROJECT #	NAME	COST	GRANT SOURCE
1	Pond Perimeter Path	\$ 705,200	OPRD RTP
2A	Southeast Community Park Phase 1	\$ 748,100	OPRD LGGP
2B	Southeast Community Park Phase 2	\$ 473,900	OPRD LGGP
2C	Southeast Community Park Phase 3	\$ 315,900	OPRD LGGP
3	North Frontage	\$ 945,000	OPRD LWCF, OSMB, or ODFW
4	West Hillside	\$ 94,000	OPRD LWCF
5	Secondary Trails	\$ 228,800	N/A
6	Wetland Enhancement	\$ 476,200	ODFW, OWEB, USFWS

Table 5.4 Funding Sources presents a tabulation of projects, costs, and most likely funding sources. Table 5.5 Funding Sources by Project presents a tabulation of projects, costs, likely funding source, and amounts attributed to each funding source. Grant funding source amounts are estimated from interpolating the median and high values from the 2016 grant cycle. Project 2 Southeast Community Park and Project 3 North Frontage are phased in order to present a methodical approach to park development over time. Grant award estimates decrease across phases due to the competitive nature of grant applications and in consideration of the likelihood that one community will receive multiple grants of similar amounts over the 20 year planning horizon. Project 4 West Hillside, Project 5 Secondary Trails, and Project 6 Wetland Enhancement are excluded from the tabulation because these projects can be executed through other means.

Revenue Generation

The Planning Team discussed revenue generation strategies during the design process for the Master Plan. The following potential revenue generation sources were identified for operations:

- Partnerships
- Special events
- Rental facilities (pavilion, shelter, etc.)
- Pedal boat, kayak, and paddleboard rentals
- Food and beverage sales
- Educational programs (community college)
- Advertisements on shelters, kiosks, or signage
- Membership fees

Estimating annual revenue by potential source is dependent upon the timeline for park development and the construction, location, or implementation of sources that generate

revenue. The Ford's Pond master planning process revealed broad community support for the vision and confirmed support from key project partners that have the ability to contribute to ongoing operations and maintenance. The estimated park operations and maintenance costs are comparable to similar facilities and it is anticipated that funding for operations and maintenance can be secured, as the park develops, through contributions from the Friends of Ford's Pond, the City of Sutherlin, and other partnerships.

Sustainability

Appendix 10 Sustainability Criteria Checklist contains a list of sustainability criteria that were addressed during the Master Plan process or should be addressed during subsequent project phases. These criteria include the following categories:

- Design
- Site
- Materials and Landscaping
- Jobsite and Operational Practices

APPENDICES

APPENDIX 1

EXISTING CONDITIONS MAP

APPENDIX 2

OPPORTUNITIES AND CONSTRAINTS MAP

APPENDIX 3

PARK PROGRAM

APPENDIX 4

COMMUNITY SURVEY RESULTS

APPENDIX 5

COMMUNITY & FOCUS GROUP INVOLVEMENT

APPENDIX 6

PLANNING TEAM INVOLVEMENT

APPENDIX 7

DESIGN CONCEPTS

APPENDIX 8

FUNDING OPTIONS

APPENDIX 9

DETAILED PROJECT COST ESTIMATES

APPENDIX 10

SUSTAINABILITY CRITERIA CHECKLIST



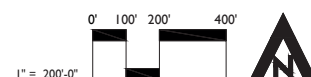
APPENDIX 1: EXISTING CONDITIONS MAP

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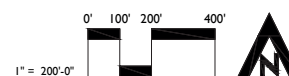


EXISTING CONDITIONS

- PROJECT BOUNDARY
- URBAN GROWTH BOUNDARY
- - - CITY LIMITS BOUNDARY
- TAXLOTS
- - - CONTOURS - 40 FT INTERVAL
- - - UNIMPROVED TRAIL
- - - EDGE OF WATER
Approximate
- ↔ INFORMAL VEHICULAR ACCESS







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Memorandum

To: CM Design Team

From: Kelsey Zlevor

Subject: Draft Park Program
Ford's Pond Community Park

Date: July 19, 2017

Landscape and Aquatic Restoration/Enhancement

- Rehabilitate oak savannah woodland on the hillside by removal of exotic species, supplemental native plantings.
- Non-invasive ground covers in multiuse areas are preferred to assuage concern over Canada geese congregating on grassy areas.
- Enhancement of up to 5 acres of wetlands at the NE corner inflow, as a "pretreatment of water into the pond" using cattails, etc. Include interpretive panels and trail connections for additional nature viewing. There is also potential for 2 acres of wetland enhancement projects in the SW corner.
- Pond is not stocked and is not eligible for cold-water fish stocking. Focus should be improving habitat to enhance resource—plants and native fish.
- Consider monarch butterfly habitat and pollinator planting.
 - Milkweed and nectars.
 - Habitat for native bees: gardens (small, outdoor ed); off the beaten path for those with allergies.
- Planting/seeding for rough popcorn flower.
 - Along Church Road near #16 on Site Analysis
- Nest boxes for swallows and bluebirds.
- Augment beaver habitat with willow and preferred food.
 - "Beaver Deceiver": use tube with cages so they can't dam the culvert.
 - #9 & 10 on Site Analysis map: consider the dam; controlling willows to deter nutria and protect integrity of the dam.
- Terrace transition: cascading levels of use down to the pond. Top to be mostly hardscape and active; progress toward more natural at lower terrace.
 - Potentially use top for parking, middle for seating and play area, bottom tier leads to the pond.
 - Concern over noise level with big groups, using landscaping can provide some buffer.
 - Need ADA accessibility, especially along the terraces. Sloping, gradual curves instead of handrails.

Park and Trail Amenities

- Restrooms.
- All-weather dependable trail system around Ford's Pond that is inclusive to multiple users (bikes, runners, birders, walkers, and ADA). Trails can be of different lengths. Horses and private motorized vehicles prohibited.
 - Minimum of 6 miles of trails on the property, with the hillside offering primitive trails, including access to Calapooya Creek.

- Amenities for scenic viewing, such as seating and benches. Benches need to look natural.
- Consider adding a fire pit on one of the terraces.
- Creating possibility of a concessions stand.
 - Housing for rentals: kayaks, paddle boats, paddle boards
- Provide infographics/interpretive signage at front and viewpoints.
 - Foster possibility of outdoor classroom
- Consider boat launch, parking for trailers, ramp.
 - Accessible "T" dock.
- Pavilion design needs to be unique, personalized, and natural; not just a large covering.
- Vehicle bridge over the outfall not needed, only a footbridge in the NW corner.
- The Hwy 138 log dump should be removed, as it is an eyesore and potentially dangerous.
- Need for small gathering areas, with shade: either tables with umbrellas or shade overhangs.
- Play areas designed for a range of ages and abilities, using natural materials. Play areas should not necessarily be limited to a "play area," but rather around the property (e.g., a strategically placed log to practice balance along the trail).
 - Consider concrete table tennis or chess tables
- SE corner should allow flexible uses to enable FOFP to offer temporary programming.

Parking and Circulation

- Develop parking along the Hwy 138 access, to help separate user groups, with sufficient distance and separation from the NE corner inflow. Fishing/boating/ADA access could be accomplished here. A restroom/vault toilet is also likely needed.
- Pedestrian-only access from the intersection at Church and Westlake, to allow safer access from the adjoining neighborhood.

City of Sutherlin Ford's Pond Community Park Master Plan Public Survey of Park Program Options Summary of Survey Results

BACKGROUND

The public survey was created and managed using Qualtrics online survey software. It was released mid-May and remained open for 3 months. Links to the questionnaire were posted to the City of Sutherlin's website, Friends of Ford's Pond Facebook page, and was distributed locally via QR code postings in public places. Survey questions were directed at identifying preferences for park features and improvements.

A total of 365 surveys were completed, with 357 being completed in their entirety (some questions were optional). Questions and responses are provided in the following section.

RESULTS

1. Please select the option that best describes your place of residence:

Of 365 responses, 208 (57%) respondents live in Sutherlin city limits. Respondents who live within 1-2 miles of Sutherlin city limits comprised 46 (13%) responses. The remaining respondents (111, or 30%) live elsewhere.

2. How long have you lived at your location?

Of 365 responses, 208 (57%) respondents live in Sutherlin city limits. Respondents who live within 1-2 miles of Sutherlin city limits comprised 46 (13%) responses. The remaining respondents (111, or 30%) live elsewhere. While a majority of respondents live within city limits, the 30% that live elsewhere are a testament to the site's role as a regional asset in terms of outdoor recreation and wildlife viewing. Planning for and accommodating a broader spectrum of visitors is therefore imperative to the site's master plan.

3. Please select your age group:

Of 365 responses, 23% of respondents, the largest majority, are 65 to 84 years old. The second largest demographic are respondents ages 35 to 44, at 21%. Overall, survey

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respondents collectively were usually 35 years or older. Younger respondents ages 10 to 25 constituted 9% of responses. These numbers generally represent the populations who have historically used the site.

4. Including yourself, how many people live in your household?

Of 365 respondents, 151 (41%) respondents live in a two-person household. 181 respondents (50%) live in a household with three or more people. The additional 9% of respondents either lived alone, or preferred not to answer.

5. How many children live in your household?

Of 365 respondents, 196 people (54%) report no children in their household, whereas 167 people (46%) report at least one child or more in their household. While those without children are the majority of respondents, the gap between those with and those without is under 10%, meaning a diverse range of user groups and interests are represented in the survey without a distinct skew in vision for the park.

6. Approximately how many times in the past year have you visited Ford's Pond?

Of 365 respondents, 180 people (49%) report having visited the site a few times (10 or less), whereas 31% of respondents reported having never visited Ford's Pond. The other 19% of respondents visit Ford's Pond anywhere from daily to monthly. Results from this question demonstrate that there is a large contingency of potential park visitors who have visited the site little, or not at all, but may be interested in visiting the site if more amenities were provided. While the input of frequent visitors who know the site best is crucial to reimagining the site, considering the needs and vision of this untapped group of visitors is also valuable to the site master plan.

7. Please select the top three activities the City should consider at the park:

Respondents were given eight options: maintaining natural character, passive recreation (paths, trails, wildlife observation, dog walking, etc.), habitat enhancement (fish & wildlife), active recreation (open lawn areas, children's play areas, etc.), water recreation (non-motorized boating, fishing, etc.), public gathering (picnics, events, etc.), other, and none of the above.

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81% of respondents listed **passive recreation** in their top three choices. 46% of respondents listed **habitat enhancement** in their top three, and 39% listed **public gathering** in their top three. The next highest-ranking activities include water recreation (39%), active recreation (38%), and maintaining natural character (31%). For those who selected "other" in their top three (3%), their responses are as follows:

Other:
bird habitat including song birds
motorized sports park
Parking
All that is possible
All the above
sewer water- NOT SAFE
Birding
This is not a "natural" body of water, yet over the past 60 yrs. it has become arguably the most "Wild...Natural"; site within the City's urban growth boundary. Now it is, ironically, a nearly sacred spot for old and young residents to come and quietly be at peace with simply observing the life of the Pond with little fanfare and disturbance. It's a small body of water in proximity with a growing urban area, turning it into a "Developer's Dream" or some "fun"; venue for outdoor community concerts or mass picnicking would be disastrous ...let Cooper Gravel walkways, safer to walk around the pond, the pot holes are dangerous and not seeing snakes until you're standing on them is not fun.

8. Please rate the importance of each potential park feature:

Respondents were given twelve options: vehicle parking, restrooms, amenities (tables, benches), biking trails, boating access, nature trails, fishing access, walking/hiking trails, children's play areas, bike parking, running trails, and park structures (pavilion, etc.).

The top "**very important**" park features are **restrooms** (195 respondents), **walking/hiking trails** (170 respondents), and **vehicle parking** (162 respondents). The "important" park features are vehicle parking (159 respondents), walking/hiking trails (155 respondents), and nature trails (152 respondents). The majority of respondents are neutral to running trails, bike parking, boating access, and biking trails.

9. What mode of transportation would you typically use to get to Ford's Pond Community Park?

Of 357 responses, 291 (82%) respondents would drive to Ford's Pond, 53 would walk (15%), and 12 (3%) would bike. The remaining respondents (1) chose other. This data further informs the recognized need for formalized vehicle parking.

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10. Are there other features you would like to see at the park? If so, please list your ideas in the space below:

Over 110 respondents provided ideas for the park. A summary of the most commonly used words in responses is illustrated in the graphic below. Exact responses are listed thereafter.



Wildlife viewing shelters

wildlife information, trail guides/markers with mileage

Whatever you do, you should address your priorities to families with younger children. There are plenty of accessible natural habitat locations near by. Play areas, swimming areas are what area needs. Let Cooper Creek attract fishermen and boaters.

Wetland Area

Water park

Wading, beach / launch area for non-motorized water craft, fishing platform

Trails, benches for resting at viewpoints, maintenance of natural habitat for wildlife and birds

This seems to be good habitat for some non-native species such as pheasants and migratory species If vegetation management for that goal were possible.

swimming most towns have a pool...

Something explaining the history of the pond, what it almost was, how deep it is, etc.

Some trash containers and something to keep people from destroying the area

Some sort of water play area or public indoor pool

Some differentiation of aquatic habitat, such as a diked area where some water level could be controlled to create shallow water or mud during shorebird migration.

Signs-educational, informative, directional (1/4 mile markers, length of trail), bike rack, a place for yoga.

Shady spots to rest.

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Shaded seating areas,

Separate paths for walking and biking

Sculpture, possibly functioning as playground equipment, possibly related to the design of a pavilion.

Sandy beach for swimming

restore native plant communities

Rest areas up on the oak hillside

Preservation and wildlife enhancement.

Please, if possible, make sure there are shaded spots to rest and get out of sun

plant fish

Place for high quality food, beer, and wine in a relaxed outdoor atmosphere.

picnic areas and paths to bike or walk on

Photography blinds

Parking, restroom, viewing benches

Parking for fishing

Park Benches along path, lighting, playground

paddle boats

Paddle boarding!!! :)

non motorized water vehicle rentals (kayak and paddle boards)

Non concrete surface to walk on. Markers for distance and anything that encourages walking, movement, exercise and allows for rest as needed.

No fish stocking. Every reservoir has stocked fish, but fish enrich water with nutrients and cause more algae. I will visit a birding place with clean water, not yet another fishing hole for people who want free fish to eat.

No boats other than pontoon boats, kayaks, canoes, etc.

Nice walking path around pond (year round-stone, bark, etc.)? Covered benches with good views.

Nice 4-6 foot wide walking path useable year round

Never been there to give any suggestions

nesting boxes for birds and keeping the property as a natural habitat as possible

Native plant restoration

mostly go for bird watching. Would hate for any development to destroy that.

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more nesting areas for osprey and more; can we have beaver too, instead of the nutria?

More garbage cans

Memorials for service persons.

Make the path more walkable.

Mabe a coverd shed with info of birds with googles! :)

live ACOUSTIC music—but not loud and not rock. Positive, peaceful folk music that befits the natural and beautiful setting of the pond area.

kid friendly trails and nature learning stations, exercise spots along a path

Keep the park maintained and updated unlike the rest of the city that looks run down.

Keep it as natural as possible, with noxious weed control by weeding or mowing, not spraying poisons.

Kayak access

It would be nice to have a large platform constructed out in the middle and maybe add a few benches to it. Kayakers/boaters could dock to it and fish, picnic, or swim from it. It would also be nice to have docks added for people to exercise/jump/train their water dogs from. Pet stations would be great too (garbage cans with poopy bags).

It would be great to have a good restaurant and a hotel to bring in tourists too. Somewhere that could be a destination place to stay

Is the pond good for swimming? Then a designated beach/swimming area.

Interpretive signs- about birds and plants and history of pond

interpretive signs regarding plants and history of Ford's Pond, shelter

Interpretive signage

increase native plants and varies habitat

In keeping with Oregon's practice of public space enhancements, include some interesting sculptures (perhaps a sculpture garden, sculptures along paths, large sculpture at entrance or at pavilion, etc.) that would enhance the park's attractiveness to potential visitors. (Think Storm King Sculpture Park in NY!)

Identification charts for common birds and fish.

I would use the park primarily for birding.

I would like to see natural plantings while taking advantage of seasonal plant interest, bird/wildlife enhancement.

I would like to see a wheelchair access path to fishing areas

I would like to be able to park a bit closer. It is a pain to carry our kayaks and canoe back and forth from the water

I would like the childrens play structures to be natural ala <http://www.play-scapes.com/play-design/natural-playgrounds/westmoreland-nature-play-area-portland-oregon-2014/>

I think there should be outdoor mini golf, bumper cars, indoor wave pool and toddler activities as well.

I think proper parking and a restroom alone would be a significant improvement.

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Handicap accessible/fishing

Fishing accessibility

Fish cleaning area, shade area's, Drinking water, paddle boat rentals

Fireworks, concerts, movies

Family play features.

Encourage nature habitat , ie: bird nest boxes, and walking paths to encourage bird watching. Possibly introduce river otter/ and/or beaver habitat areas that could be used by the schools as a learning tool. Encourage pond turtles, waterfowl and common shore bird to nest and visit the area. Restrict boating to non motorized. This pond is too small for motor boats.

Electrical outlets, wi-fi, water fountains

educational signage re natural features, flora, fauna

Eateries onsite (kiosks), outside hardscape event space,

Easily Accessible. ample parking

Drinking fountains would be nice, but keep it natural as possible.

Dog walking.

Dog park

Dog bags so others pick up after their dogs

Disc golf course

Disc golf

Disabled considered in construction

Dirt bike terrain course

Development and recreation facilities should be concentrated at the other end of the pond.

Designated area for dogs to swim.

Definitely dog waste bag posts. It has been very helpful in other areas to minimize waste. For Sanitary purposes with young kids I feel like this is important.

Cross Country meets, boating competitions paddle, Archery Shoots, running events

camping area

boat ramp, dock, roped off swim area, bathrooms

Boat ramp no motor

Boat ramp

boat races,drag strip or a 1/4 mile dirt oval for auto races

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Boat launch

Bird watching blind

bird identification and information signs

Bird habitat ought to be maintained and supported. I first visited it on an Audubon Society outing.

Bird blinds

bird and photography blinds; information signs about wildlife and plants

Benches to sit and relax, covered if budgets allow

Areas to bird watch, areas to fish

An improved hiking / running trail.

ADA fishing dock.

Accessibility features! (For wheelchair users and other persons with disabilities). Playground equipment, benches to rest during walks, and occasional hand or guard rails to use for support. Smooth pavement for access to most areas.

access to fishing

a walking bridge, benches, observation platforms

A visitors center with viewing guides and pamphlets that tell you about Douglas County outdoor recreation.

a small fenced play area near the picnic tables for kids

A nice swimming area without goose poop, grassy area where kids can play and picnic with playstructure nearby

A kiosk detailing the birds that use the pond area

A few benches and puppy waste stations

A dock/ pier for handicapped fishermen & kayak/canoe/float-tube access (2) Educational bulletin board: (a.)honoring Kenneth Ford (b.) showing the varied lifeforms [flora & fauna] on site (c) "LifeCycle" of the Pond interactive activities contained under a Pavillon (??)

A dock for water activities

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Easy access to fishing for people with disabilities would be much appreciated!

I would like to see a ADA, multi use trail circling the lake with overview points or /decks for wildlife viewing, in addition several fishing areas (access) located at different locations throughout the trail system.

Our vision is that families will be able to enjoy the area, individuals can safely spend time walking or enjoying the view, and that it will become a wonderful gathering place for small events, and specialized groups to use here in Sutherlin- a place for the community.

A place for our community to enjoy nature

Big beautiful trees.

Nature walks, public gathering.

Fishing and recreation for kids.

A place to take your family to have a good time.

Lots of trees and flowers

A park where kids could play, access wifi, use restrooms, fish and picnic

A place where people can go to be with family and friends

Please have a physical address listed for your park so people can plug it into their GPS and find the park. Have address listed online website when you talk about park.

Cleaning station, seats around lake, fresh water

Space that is available to everyone that is well maintained, long term

public park with amenities

An area with foam padding where a dozen or so water sprinklers or open fountains can spray water up and children can run in and play in or a public indoor pool with slides for children and families to use

Beauty, nature, habitat, recreation, fun outdoor games, tennis, quiet and calm serene areas

NATURALISTIC... as few plastic objects as possible. Walk, bike, play. Folks can go to Cooper Creek to run loud boats and fish.

Simple open space with hard pack trails

Limit boats to fishing type only. Plenty of picnic tables with holes in center to put in your own umbrella. Several fresh water outlets. More trees

a peaceful, walking area for all, habitat for wildlife, fishing (non motorized boating) and an enjoyable place for all

Fishing is the main thing that people do, so anything to make the fishing better is good.

A peaceful but active place for family and friends to gather.

A wonderful family park, picnicking, bikes, water fun.

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I envision the pond with a nice dirt path (nothing paved ideally) around the perimeter for walking/running. I would prefer no motorized vehicles or bikes in the park and ideally no boats on the water so birds and other wildlife are not disturbed. Ideally the vegetation is managed to maintain the best habitat possible for native wildlife species.

Quiet, beautiful place for walking, kayaking, fishing, enjoying nature. Would like to have easy access to water - but no motorized vehicles. A place to be proud of! Not too crowded! It'd be great to get rid of a lot of the invasive plants and tick-friendly spaces!

Keep some natural setting. Also there needs to be trees. I say no boats or water skiing. bank fishing ok. pavilion. for larger groups.

It needs to be used by all ages equally. So this means there must be items used by all ages: seating, walking, etc.

the park should be a place to attract and support wildlife and allow people to commune with and observe nature. Swimming, boating, picnicking and biking should be concentrated on the opposite side of the pond from the wildlife corridor. Walking trails and wildlife observation areas could be located strategically within the corridor. Interpretive signs should be located at stations around the lake informing the public about fish and wildlife issues.

I would love if there was a paved path that went all the way around the pond. My wife and I would probably be over there daily walking or riding bikes. Also would be great if there was a park and playground for our little one to play at.

It should be family oriented.

A family park, community supported, lighting for safety reasons

Bank/non motorized boat fishing

We fished from our tailgate and sat in lawn chairs when I was a kid. Keep it simple.

I would love to see the park in as close to a natural state as possible. People strolling along hiking paths with their dogs enjoying nature and the wildlife would be preferable. We have a very large population of Dog owners, having a place for people to take them other than the HOT pavement to walk on would be wonderful. Add a few puppy waste stations around the park along with a few benches for people to rest at. Bikes tend to get dangerous if you have people walking through with their dogs. In my experience bikers tend to go too fast and not watch for people around them, of course not all. A bike speed limit would be nice but I don't know how you would enforce that. I wouldn't mind seeing people sitting in the grass on blankets having picnics but to add tables would add more of a chance for damage and graffiti, as well as... well, unsavory people loitering. Adding these amenities sounds wonderful, but with the park out of town, are we ready for an increase in Transient population? Or Drug deals as this is in a more secluded location, how would we police that? We will already have an amazing park in down town Sutherlin for Kids to play at. we don't really need two and having a large pond next to kids play structures might be more dangerous than we want for our youth. Let's fence in the one we will have soon and the parents in our community would feel more safe letting their kids play. Having pavilions for events will take away from the beauty and peacefulness that people will be there for as they wander around the park. Events in the park will also scare away the wildlife that we (I hope) are trying to preserve. If we keep the fishing you will have to deal with the broken equipment everywhere and the balls of used line that's left all around for the wildlife to get caught in, this will do more harm than good for our wildlife.

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Adding bathrooms sounds like a nice thing but they will be destroyed and not kept up, as you see in many parks around the area. I love to see people enjoy themselves in a family friendly environment, I just would like to see people be able to use it without creating another place in our community that people will take advantage of it in a negative way. Sometimes simple is a better option for our community.

NO Camping (squatters/homeless) allowed. Patrolled regularly by Law Enforcement.

Clean, safe place to walk, run, fish.

Family fun.

Family friendly and safe

A place for families to come and enjoy various activities. Fishing, sand volleyball, playing on slides and swings, maybe going on a nature walk. Also a place to eat a picnic with cover, or a place to have birthday parties.

Natural play and picnic areas

Place for families to spend an hour or a day.

See above, somewhere families can spend am afternoon. Also, paved trails for biking would be AMAZING. There are not any safe paved bike paths for kids just learning how to ride

Such a beautiful area, just really need to make it more accessible to the public.

I love fishing at fords pond because it's very basic. There's not benches and pavilions and boats. I wish there was a better trail around the pond and more trash cans around the pond. Over all it is almost perfect. I would really like to see the grass cut back just a little bit more maybe twice a year instead of only in June. But let the nature be for the most part. No boats and no structures. The benches allow people to bring a bunch of food and then the geese swarm the common spots and make a mess. (Cooper creek)

Mainly peace and quiet and allowance for wildlife. Elevated areas over spots that become muddy so can also be used in winter to walk, jog around. Trail wide enough to allow passing and animals on leash safely.

Eradicate weeds and plan some trees

A place for kids to have fun and do activities as we don't have enough places around here that are geared towards children.

I love the natural beauty of Ford's pond and would like to see it preserved but still make the area more user friendly and accessible for people to enjoy.

We tried to check it out but there was no signage and we couldn't find anywhere to park. I have no idea how to access this place.

We live right next to the park. The kids love going over there to ride their bikes. The only other place in Sutherlin is at the other end of the town. I think it would be nice to have more things to do here instead of always going to roseburg

The more things you include the more it will cost. Isn't treated sewer water soon going to be put into the pond? So we don't think it would be good for fishing or boating. Bikes and walking don't really mix unless the trail is wide enough. I think Sutherlin could really use a city pool for all ages. Myrtle Creek has a lovely city pool. We need activities for children, activities that don't

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involve technology.

Would like to see a place for young family's to enjoy there time together fishing place for the kids to play walking trails picnic areas

I love going and walking around the water so I'm looking for a path that I'm able to walk/run on and enjoy the water and nature.

It would be nice to be able to rent a pavilion for events

What I see is a place that attracts families to Sutherlin. I think making the nature to center but enhancing it with other family friendly activities. I see a pavilion, grass areas/picnic tables for lunch after a walk and a play ground for all ages. Capitalize on the outdoor experience... fishing, walking, biking, seeing nature, blackberry picking (our favorite), picnics, playing, gatherings, grass area for games and maybe even community activities.

Would love to see open grass, picnic tables, paved walking/bike trails, and possibly a very open child's play area- nothing too condensed or closed off.

A place for families to gather and have activities to do.

An area for families to gather, play, fish and have a great time. A place for children to run and play and parents to relax.

A place to gather for our community.

Welcoming

Place to hike (with dogs), picnic, enjoy nature. Maybe have some events with music and wine.

Fords Pond is near my home and I go bass fishing daily. I would hate for it to be taken over by playgrounds and large picnic areas near the water.

Fishing reserve

Please preserve as much of the natural beauty as possible.

I think it should be a place where all citizens can enjoy it. I know some will turn their nose up at the motorsport idea but it could produce income to help maintain the park. I believe more people would come and enjoy it.

I think it would be useful to at least consider if it is possible to construct a natural water-cooling and purifying area within the pond complex that would create water quality suitable enough to allow discharge to Calapooya Creek during any and all months of the year. This would have the following benefits: (1) increased habitat diversity at Ford's Pond for fish and wildlife, (2) flexibility to manage water levels at Ford's Pond, and (3) water contribution to a water-starved Calapooya Creek in summer (which may help with fish and other aquatic populations there). Construction of this habitat would require obtaining grant money, but with multiple benefits to wildlife, water, and the community, it would be a good candidate for funding. The feasibility of such a thing should be done at least "on the back of an envelope" to see if a more detailed analysis or plan should be pursued.

my sister lives several blocks from the pond. we walk around the pond as often as we can. we would like the area to be as natural and healthy as possible, good for wild life with nature trails for humans to visit. i hope the pond could be more natural looking; it has a very square (man-made) look to it. thanks for asking.

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A bird watching area.

A safe place to go to run and enjoy the outdoors as a family. Also, this park would be a great place to host cross country meets as long as there is enough parking for buses. This park would also benefit people who visit from out of town as a place they can go and exercise.

I would like to see a safe place where families and the community can go and enjoy nature while enjoying each other and have a good time.

I would love to see the wildlife and waterfowl habitat enhanced as well as family entertainment options. Hiking ping pong etc.

A safe place for families to get out and enjoy Sutherlin

Somewhere to take dogs for a walk, the grandkids fishing, picnic. Add enhancement to the neighborhood we live in. A big reason we bought nearby.

It would be really nice to see the natural landscape preserved and the area to be pet friendly (year round).

Not a park. A natural habitat area being managed for existing ecosystems. Maybe emphasize it's value from an educational standpoint more than recreational.

safe walking and bike trails

A nice place to relax, fish, enjoy the water without a noise problem for the homeowners close the the area.

public aware huge signage treated SEWER WATER park

I believe having a small outdoor recreational park with mini golf, bumper cars, go car racing, indoor wave pool and indoor toddler activities would bring money to our community and jobs to our high school students, we need something that will keep children off the streets but give them something fun like this to do. Like the fun center down in grants pass and the wave pool in Eugene. Look at how much money they are bringing to the community, we are in a great location especially off I-5 and it being in a great location from people coming from/to the coast. Our community needs this!!

Nice hiking and walking area to view wildlife and nature.

The best to do destination fishing, hiking, birding, and family recreation site in Douglas County. Only 1 mile off I-5.

Welcoming to those who enjoy a low impact style of life. Encouraging the young family and the senior citizens who aren't able to partake in an active, high energy lifestyle. Dogs on leash, no skatepark, waterskiing or other motorized watercraft.

I would like to see the park in as much of a natural state as possible. Restoration completed to remove weeds, plant native plant species, have trails around the park that minimally disturbs wildlife. A wildlife blind/observing platform or two would be desired as well. Dogs not allowed or at a minimum, required to be on leash. No bikes or horses allowed. This is a wonderful resource for the community! I would like to see it treated with care.

Most important to keep it a good site for birding.

The birding is incredible at this site and this is for which the park should be maintained. This habitat is a jewel for this passive recreation and for which the park is well known and used. Minimal improvements for safe parking, a restroom and a few benches for viewing is all that

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is needed

Enhance fish and wildlife, wood duck nesting, non motorized boat use. Hiking trails.

I prefer it to be accessible, but left as natural as possible for bird and other wildlife.

We love the bald eagles. don't want them disturbed!! This is where we came from, this small lake was a pleasure to have in the community, not overdone but enough to enjoy- lovely place to meet neighbors, get exercise and see wildlife. <http://www.midlomines.org/tour.html>

Would like it to continue to be a refuge for birds. Very important for them to continue using it as they migrate north and south. Therefore, I don't think boating would be a good idea.

A natural place where people and animals can safely co-exist. Something that is easily patrolled by law enforcement to keep out the illegal campers and drug users

(1) Blackberry Festival Kayak Race (2) a 1 hour Blackberry Bluegill Derby w/ (5?)tandem kayak teams paying entry fees that go to a Charity or to a picnic table & bench building fund. (3) A Blackberry Birders Derby: timed 90 min count w/3 [three] teams, ea. w/ two persons & a judge (!). Each A.M.of the festival NEW teams would go out. HighCount team is awarded on last day of Festival. Teams Pay for entry into Derby. (4) Blackberry Butterfly Derby...perhaps a similar [mid-day/P.M.] format as Blackberry Birders'Derby.

My husband and i would like to have a quiet natural, pond setting like this with trails and parking and picnic facilities. A place to walk, hike, and even sit quietly in contemplation, prayer.

A nature trail park and fishing/hunting area.

Quiet natural area

A place where people of all ages and abilities could come to enjoy nature and get some exercise in a peaceful setting.

A natural space for birdwatching and walking and picnicking and feeling the serenity of the place.

Minimal Hiking/nature trails- Bird watching-fishing opportunities,

Lot's of natural areas with passive park. A few well-designed picnic structures.

A place of natural beauty, with habitat enhancement for birds and other wildlife. Trails for people to be able to interact with nature, not overcome it. Bird blinds for viewing.

Make the park a birding destination. Considering how close and accessible the park is to I-5 and the great variety of birds, it has a huge potential and positive impact on our local economy.

Mainly wildlife habitat...

Stop with family while traveling I5.

low level maintenance, trails, bathroom, possible blind for wildlife viewing, toilet would be nice, don't sterilize this natural area with excessive mowing and herbicide spraying except in aiding nonnative species control

Keep it as wild as possible. Dogs on leashes only. No motorized vehicles or boats, bicycle races or "dock dog" trials; these activities can be done elsewhere. Keep "active recreation" in one limited area. Certain invasive plants, such as knapweed, should be removed, but plants like blackberry do provide shelter and food for wildlife; use of herbicides should be kept to a

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minimum.

Every reservoir has stocked fish, but fish enrich water with nutrients and cause more algae. I will visit a birding place with clean water, not yet another fishing hole for people who want free fish to eat.

Public uses that stress relaxing activities as opposed to speedy, potentially harmful fast bikes

Place to walk, view migratory birds, walk with leashed dogs, have signage for native plants

open space no motorized vehicles or boats

My main vision for the park is the enjoyment of the outdoors to include enjoying the views, birds, plants, or other wildlife via sitting on a bench, or walking/hiking/running trails. I worry biking has the potential to interfere with the enjoyment of those on foot but maybe okay. Even though I enjoy fishing, I have mixed feelings about it being a fishing spot. Urban trout stocked ponds become littered with garbage, fishing line, and destruction to the habitat. Maybe fishing for bass or crappie in specific zones, no bait (just lures and flies) Should be signs for fines for littering and fishing out of specific zones.. Canoes or kayaks might be okay, I have concern that too much traffic on the pond might be detrimental for waterfowl. A pavillion with picnic tables, small playground, and restrooms would be okay in the already suggested s.e. area, but that being the only developed area other than some benches placed around the pond. Habitat restoration for some mudflats and wetlands would be beneficial for shorebirds and wetland species. Birding is good for tourism. I would love a trail to go up into the oak habitat in the west, northwestern section of the park. I would also love a trail that would start in the Pavillion/parking lot area and go down through the treed area between the slew and the southern border heading west that would end with a view looking west toward the larger more westernly section of the slew that is private land but is used by alot of waterfowl. This could be a single trail down the middle of the trees (for viewing birds in that habitat) or a loop trail that would also encompass along the slew's southern edge.

A safe place off the highway for jogging or walking your dog.

That it be a haven for wildlife/fish first, with human enjoyment kept low-impact. It's a small gem, please don't over-develop it. Thank you for letting a longtime Roseburg conservationist speak about your sweet pond. I proudly display a Friends of Ford Pond sticker on my car.

To keep it as natural as possible - while still enabling viewing of the critters.

Marshy area set aside for salmon spawning. Work with school district to create habitat for salmon spawning in nearby watershed.

I would like to see wildlife preservation, especially birds and fish.

A proper parking area; maintained trails for walking, running, etc; a restroom; picnic tables sprinkled throughout the area for general use, or a specific area that is developed for picnicking/play with benches and/or tables and a grassy area for kids.

Maintaining the current sense of nature while making the park somewhat more accessible - boat ramp, parking, slightly improved trails.

A place for people of any age and with any ability to be able to come together and enjoy the local nature and scenery.

**Ford's Pond Community Park Master Plan
Public Survey of Park Program Options
Summary of Survey Results**

create a loon lake type recreation area but prohibit motorized water craft. and no sand beach or camping either.

Very beautiful.

Keep the natural park setting.

Fishing again

I would like to see an amphitheater at some point for all ages to enjoy, music in the park, concerts, speakers etc.

Green, accessible, quiet. Trails around the pond and hills are critical, reasonable parking too. People have mentioned the lack of facilities for kids birthday parties, and waiting for hours at other parks for their turn to have a birthday gathering—the pavilion would probably see a lot of this sort of use, and could be a source of revenue for park sustainability.

First, a good neighbor: no RV park, no overnights, closed at dusk. Not lit up with streetlights. Protect views of those who live adjacent. No benches like downtown. Make them natural looking and without big letters. And comfortable.

Keep it a nature Park with minimal human impact. Walking trails but no water access.

Quiet walking trails, fishing and non motorized boating

You are going the right way.

I like it as a place to be alone and view birds and the scenery. Having play structures or picnic benches would ruin it for me.

In keeping with the natural atmosphere, structures and paths to blend with the area, and not visually intrusive.

Natural, used frequently by Sutherlin.

A gathering place for the community that is valued and used daily.

Nature trails, running trails, benches, fishing docks. keep it natural, be able to hold different events.

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City of Sutherlin Ford's Pond Community Park Master Plan

COMMUNITY MEETING #1: MEETING NOTES

May 24, 2017
5:30PM – 7:00PM
Sutherlin Community Center
150 S. Willamette Street

Attendees: Brian Elliott (City of Sutherlin), Seth Vincent (City Council), Tom Boggs (City Council), Beth Houseman (Friends of Ford Pond), Jim Houseman (Friends of Ford Pond), Colin McArthur (Cameron McCarthy), Vivian Schoung (Cameron McCarthy), Kelsey Zlevor (Cameron McCarthy)

INTRODUCTION

- Seth, Jim, and Colin provided background and introduction to Ford's Pond, Friends of Ford's Pond, and the master plan process.

GENERAL DISCUSSION

Opportunities

- Birding location
- Fishing
 - Carp, bass, bluegill, catfish, perch, crappie
- Need for simple access, and parking
- General consensus: like site mostly as-is
- Enhancing trails
- Preserving water quality
- Like the low noise level compared to other Sutherlin parks
- Need for ADA accessibility
 - Hard-pack trails
- Bike trails
- Potential as a public gathering space
- Need restrooms
- Partner with Bench Project for memorial benches
- Potential for events (Dock Trials)
- Emphasize habitat protection, wetland enhancement
- Birding/photography blinds
- Food/vendors
- Playground

Issues

- Invasive species

**Ford's Pond Community Park Master Plan
City of Sutherlin
Community Meeting #1 Notes**

May 27, 2017

- Generating revenue
- Non-motorized site access
- Connectivity to the site
- Parking
- Fishing access
- General safe access (across Church Road)
- Improving mud conditions/drainage crucial to year-round access
 - Trail improvements
- Residential compatibility (consider low light, low noise, parking)
- Minimizing environmental impacts to the site during construction
- Preserve trees and riparian areas
- Use native species
- Hillside damage/terraces: consider repairing
- Potential for increased traffic
 - Consider traffic calming measures

Vision ("Ford's Pond is...")

- Great place for birding
- Community gathering place
- Family-friendly
- Quiet
- Tourist attraction/destination
- Incredible asset
- Great fishing venue
- Rich in history
- Place for events
- Known for trails
- Community-supported

BREAK-OUT GROUPS

Active Recreation

- Home to events: Woofstock, end location for Hot Rod Fun Run
- Need year-round access on trail
- Value of trail signage
- Location for cross-country meet
- Kite flying
- Kayaks, canoes
- Offer different trails: hard-pack versus soft
- BMX trails
- Grass lawn space
- Pavilion
- Water electricity
- Need parking strategy
- Playground
- Dog play area
- Dog water stations
- Filtered water station

**Ford's Pond Community Park Master Plan
City of Sutherlin
Community Meeting #1 Notes**

May 27, 2017

Passive Recreation

- Emphasize protecting the view shed
- Use benches and seating for strategic views
- Accommodate parking strategically
- Consider impact of lighting options: attract bugs, residential across the street
 - Close at dusk
- Use natural play equipment to preserve aesthetic
- Make walking and hiking trails with multiple length and difficulty options
- Use natural maintenance practices (no pesticides)
- Develop drainage mechanisms to keep trails open year-round
- Use natural trail materials
 - Making mountain biking in its own designated area
- Need places of shelter in winter and heat
- Need system for trash pick-up

Natural Environment

- Keep as wild as possible
 - Emphasis on protecting nesting birds (Migratory Bird Act)
- Promote diversity of native vegetation
- Promote diversity of water depth for habitat
- Create marshland area for water quality and habitat
- Restore oak woodland/savannah
- Consider timing of events to not disturb nesting birds (Federal law; Migratory Bird Act)
- Consider compatibility of uses:
 - Off-trail mountain bikes
 - Off-leash dogs
 - Motorized bikes
- Concentrate active recreation, also easily accessible
- Increasingly wild away from entry
- Constructed wetland at outfall of wastewater (polishing pond)
- Enhance seasonal wetland

City of Sutherlin

Ford's Pond Community Park Master Plan

COMMUNITY MEETING #2: MEETING NOTES

September 28, 2017
6:00PM – 7:30PM
Sutherlin Community Center
150 S. Willamette Street

Attendees: Brian Elliott (City of Sutherlin), Kristi Gilbert (City of Sutherlin), Vicki Holland (Parks Advisory Committee), Beth Houseman (Friends of Ford Pond), Jim Houseman (Friends of Ford Pond), James Thatcher (Friends of Ford's Pond), Wendi Stinnett (Friends of Ford's Pond), Colin McArthur (Cameron McCarthy), Vivian Schoung (Cameron McCarthy), Kelsey Zlevor (Cameron McCarthy)

INTRODUCTION

- Colin and Kelsey provided background and review of Ford's Pond, survey data, and the master plan process.

GENERAL DISCUSSION

Overall Site Plan

- Pros and cons to allowing motorized boats. Need to allow people to move around the pond, but should not be loud/distracting.
 - ODFW managing fishing licenses.
- Concern over parking: people will try and park (illegally) near any place that is developed as a walkway. For boardwalk on West Lake, consider placing boulders in areas people may try and pull off, or post No-Parking signs.
- Consider endangered and at-risk species, such as the popcorn flower. Implement habitat restoration techniques that improve growing conditions for these species.
- Consider how lighting at the park and along the perimeter can improve public safety.
- Phasing:
 - Phase 1) paths/trail, bathroom, parking
 - Phase 2) Boat launch, north frontage
 - Phase 3) boardwalk, extended trail system (steep slope area)
- Work with the County to update/add speed limit postings on surrounding streets.
- Develop dog policy.
- Include native species management plan.
- Include several stalls per bathroom.
 - Consider a bathroom on the west end.
- Consider exercise stations along trail.
- Interest in phasing cost.
- Pond level fluctuation to be expected, but manageable.

**Ford's Pond Community Park Master Plan
City of Sutherlin
Community Meeting #2 Notes**

October 1, 2017

Southeast Park Concept

- Consider whether the bathroom on the middle terrace is ADA accessible from the parking lot.
- Consider adding an amphitheater; could be used by school groups.
- Interest in outdoor fire pit/fireplace.
- Implement view shed parking that allows people to enjoy the pond without having to leave the car (on lunch break, etc.).
- Adjust large pavilion in Concept 3 further south.
- Preference for having shelters closer to the playground equipment.
- Plan for future expansion, as more parking may be needed as site gets busier.
- Consider means of lighting the pavilion for special events (outlets).

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City of Sutherlin Ford's Pond Community Park Master Plan

FOCUS GROUP MEETING: MEETING NOTES

July 11, 2017
12:00PM – 1:00PM
Sutherlin Community Center
150 S. Willamette Street

Attendees: Alison Manwaring (U.S. Fish and Wildlife Service), Terry Prestiani (Sutherlin School District), Pamela Semas (Sutherlin Area Chamber of Commerce and Visitor Center), Greg Huchko (Oregon Department of Fish and Wildlife), Matt Hunter (Umpqua Valley Audubon Society), Wayne Spicer (Umpqua Valley Fly-Fishers), Jessica Richardson (Umpqua Community College), Shawn (CHI Mercy Health), Brian Elliott (City of Sutherlin), Kristi Gilbert (City of Sutherlin), Jim Houseman (Friends of Ford Pond), Colin McArthur (Cameron McCarthy), Marina Wrensch (Cameron McCarthy), Kelsey Zlevor (Cameron McCarthy)

Notetaker: Kelsey Zlevor

INTRODUCTION

- Group introductions.
- Colin and Jim provided project background and overview.

RECREATIONAL OPPORTUNITIES DISCUSSION

- Discussion of fishing opportunities.
 - Currently need to be a skilled angler to catch anything; site isn't necessarily suitable for beginner fishing.
 - Most catch large-mouth bass.
 - Pond is not stocked.
 - Not eligible for stocking cold-water species.
 - ODFW: improving habitat to enhance resource should be the focus.
 - When last tested by ODFW, pond had typical species composition and densities.
 - ODFW can provide data on this breakdown.
- Consider outdoor education opportunities.
- Cross-country course; potential training facility.
 - Potential for regional use (Yoncalla, Drain, schools without track resources).
- Consider exercise course/stations.
- Natural trails and paths.
- Mercy Blue Zone project: opportunities to engage the public in physical activities.
- Importance of access to points for education/nature viewing or observation.

**City of Sutherlin
Ford's Pond Community Park Master Plan
Focus Group Meeting Notes**

July 11, 2017

- Need water access, seating, shade/shelter, year-round trails.
- Boat access: non-motorized boat designation being sought by FOFP.
 - Consider boat launch, parking for trailers, ramp.
 - Accessible "T" dock.

ENVIRONMENTAL RESTORATION AND ENHANCEMENT OPPORTUNITIES DISCUSSION

- Habitat restoration opportunities: value of aquatic habitat.
 - Consider feasibility of creating a water-cooling wetland. Possible to discharge year-round (not likely).
- Increasing opportunity for other wildlife/plant types.
- Dependent on wastewater fluctuation; need to use as retention pond.
 - Shallow waters promote weed growth.
 - Class A recycled water; NE corner (view point) is location for discharge from treatment plant.
 - Polishing pond to control temperature and nutrient cleansing (N, P); consider impact.
 - Regulatory hurdles.
- Problems with geese on trails/bench (okay, just part of operating a park).
- Consider monarch butterfly habitat and pollinator planting.
 - Milkweed and nectars.
 - Habitat for native bees.
- Planting/seeding for rough popcorn flower.
 - Along Church Road near #16 on Site Analysis, need to determine soil moisture.
- Nest boxes for swallows and bluebirds.
- Augment beaver habitat with willow and preferred food.
 - "Beaver Deceiver": use tube with cages so they can't dam the culvert.
 - #9 & 10 on Site Analysis map: consider the dam; controlling willows to deter nutria and protect integrity of the dam.
- Columbia white-tailed deer: enhance oak savannah; planting and caging oaks.
 - Need to get a handle on hawthorn and non-native species (scotchbroom, knapweed).
- Western pond turtle: provide berm for nesting, basking structures.
 - Unsure how much to prioritize pond turtle as they do not co-inhabit well with the current fish in the pond (which many people want to keep as a priority).
- Pollinator location opportunities: gardens (small, outdoor ed); off the beaten path for those with allergies.

CAPITAL IMPROVEMENT AND REVENUE GENERATION DISCUSSION

- Kayak/boat rentals.
- Local restaurant advertisement on kiosks.
- Sign with map located on site that provides advertisement space.
 - Sponsor display?
- County parking permit? Soon Ford's Pond will be out of the county given the UGB adjustment, but will remain city property, so no county permit.
 - Day-use fees?
 - Generally averse to anything that increases fees for community members.

APPENDIX 5: COMMUNITY AND FOCUS GROUP INVOLVEMENT

A35

**City of Sutherlin
Ford's Pond Community Park Master Plan
Focus Group Meeting Notes**

July 11, 2017

- Kids hang out there and can't afford, or won't buy, a pass.

NEXT STEPS

- CM to distribute meeting notes and follow up with individuals for additional information as needed.

Memorandum

To: Planning Team

From: Kelsey Zlevor

Date: August 24, 2017

**Subject: Ford's Pond Community Park
Blackberry Festival Public Comment Summary**

GENERAL PUBLIC COMMENT

- Consider dog walkers and cyclists on the trail around the pond.
- Consider offering a water safety course for kayakers, stand-up paddle boarding, etc.
- Consider safety along the whole route of the trail, especially for the elderly.
- Provide large and small doggie bags.
- Consider mountain bike trail; skate park.
- Implement wayfinding measures, or more directions.
- Consider a park host for additional surveillance.
- Interested in weighing in on what would be put in place for public art installation.
- Add additional bathrooms along the trail.
- Check out Sparks Marina Loop in Nevada as a case study (<https://www.alltrails.com/trail/us/nevada/sparks-marina-loop>)

PUBLIC COMMENT ON CONCEPTS

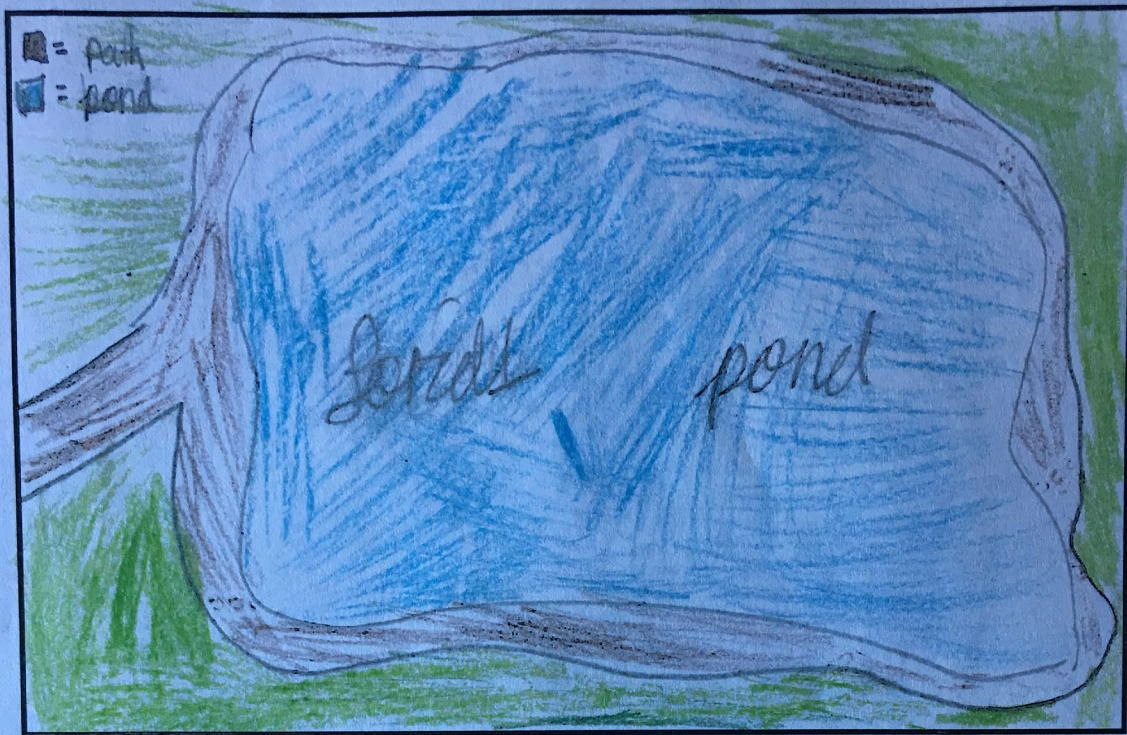
- Interest in prioritizing whichever concept option has the most parking (✓✓).
- Post informational boards with development concepts at Church Road entrance.
- Concept 1 is preferred if a food cart component is added (✓✓✓✓✓✓✓).
- Prefer separate pavilions (Concept 1) due to noise/space (✓✓✓✓✓✓✓✓✓).
- Revise bathroom proximity to the park (make it visible from the playground) (✓✓✓).
- Consider kitchen amenities in pavilions.
- Consider adding a smaller pavilion away from the playground.
- Add lighting in the park for the elderly—difficult for people with poor eyesight at dusk.
- Consider solar opportunities on rooftops to create net-negative system (pays for itself).
- Overall Tally: Concept 1 (24 votes); Concept 2 (13 votes).



My idea for Ford pand's
for a playground.

This would be good

because it would be
good for kids to play on.



My idea for solid pond is to make a better path. This would be good so they don't get things in there shell. Also we can run and walk and ride bikes better. Also this would be better also so are feet don't get itchy. So there are some reasons to have a path.



My idea for Fords Pond is to make picnic benches around the view points because it would be very nice to have a view of Fords pond while enjoying a nice meal. A Blacktop would be a good idea for Birthdays and lots of other things like company picnics.



My idea for Ford Pond is to have
a play Ground. This would be good because
kids can have fun and play.



My idea for Ford
Pond is for a play ground.
This would be good
For kids to Play
on.

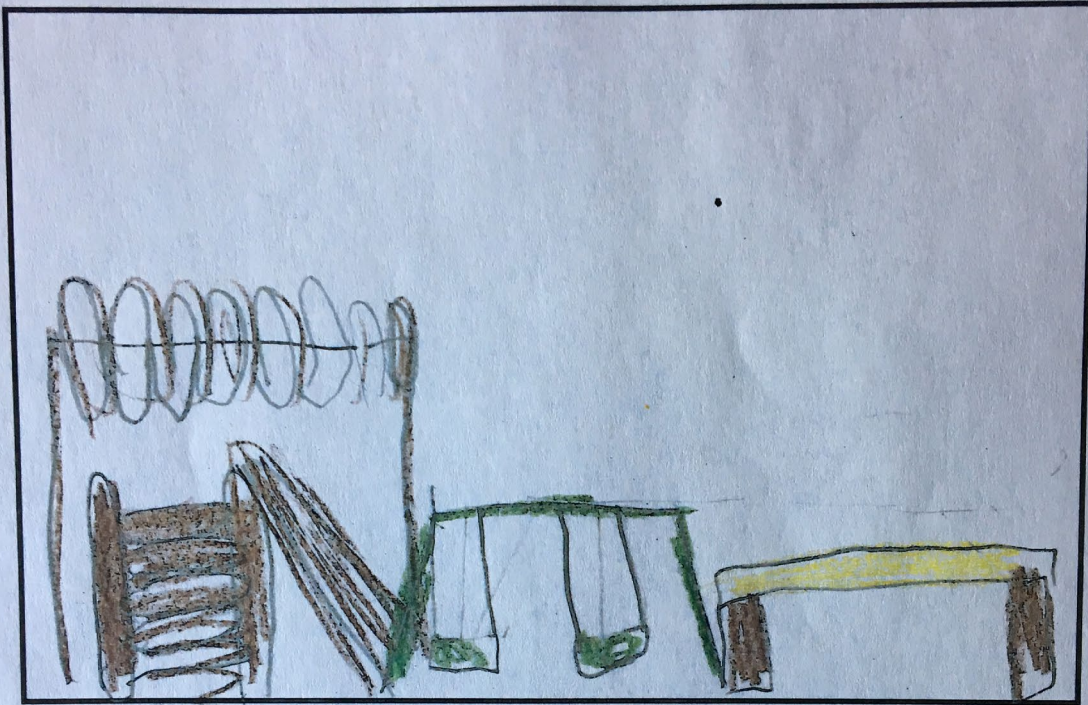
Joselyn
7-11-2017



My idea for Fords Pond is
for a covered area with information
about all the types of species
that lives there. It could be made
of wood (so it can look natural) and
bionaders to see birds.
Then you just can go in
to there if you like animals
and learn about them.

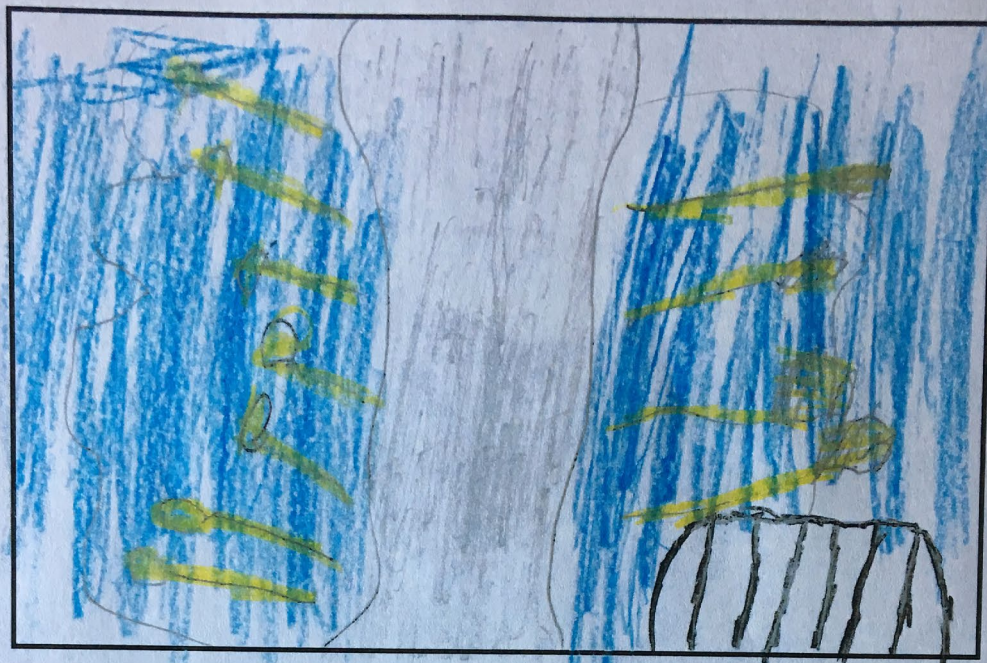
Ramón

oo



MY idea for ford pond is
to have a playground. This
would be good because kids can
play and look at the
pond. Also to have the
playground close to the
picnic table so the
parents could see the pond
and their kids.

NICKYDO
7-11-2017



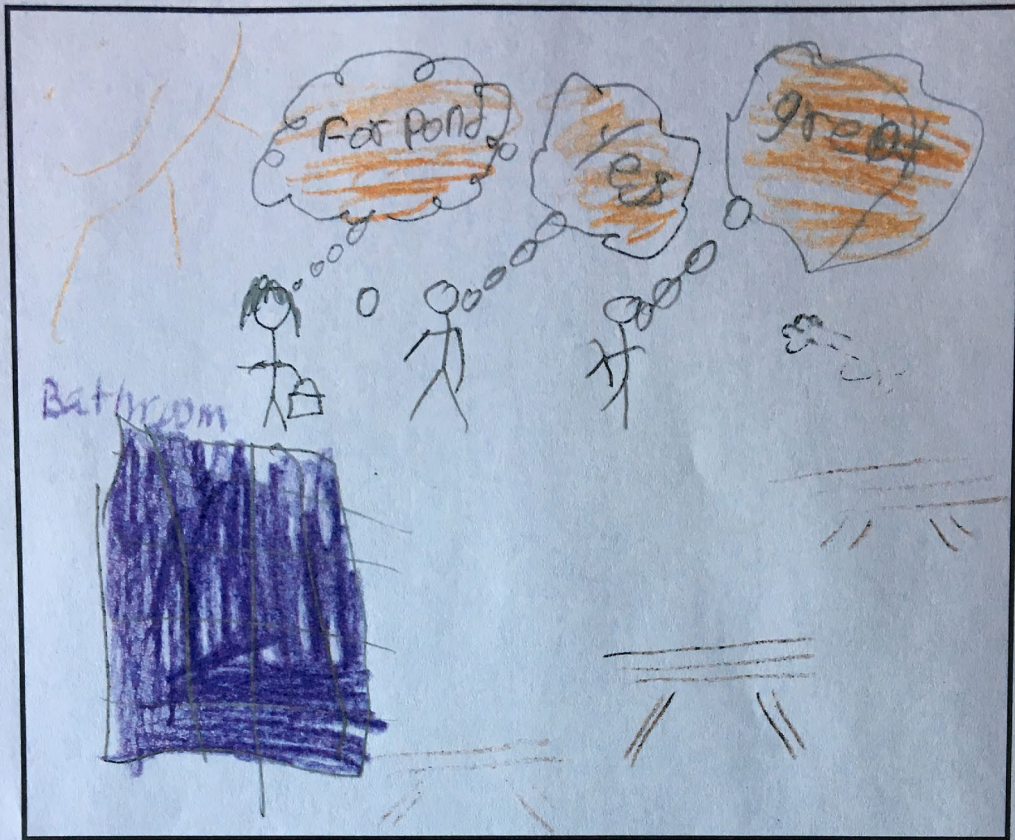
My idea is to make a better
walk path that doesn't
get muddy. This would be
good because people
could ride their bikes
easily. It would be good
to have a bike rack.



My ideas for Fords Pond is to
build a shed where it tells you
what kind of animals and
plants are there.

This would be good because
it would help kids learn about
the animals and plants.

7-11-2017

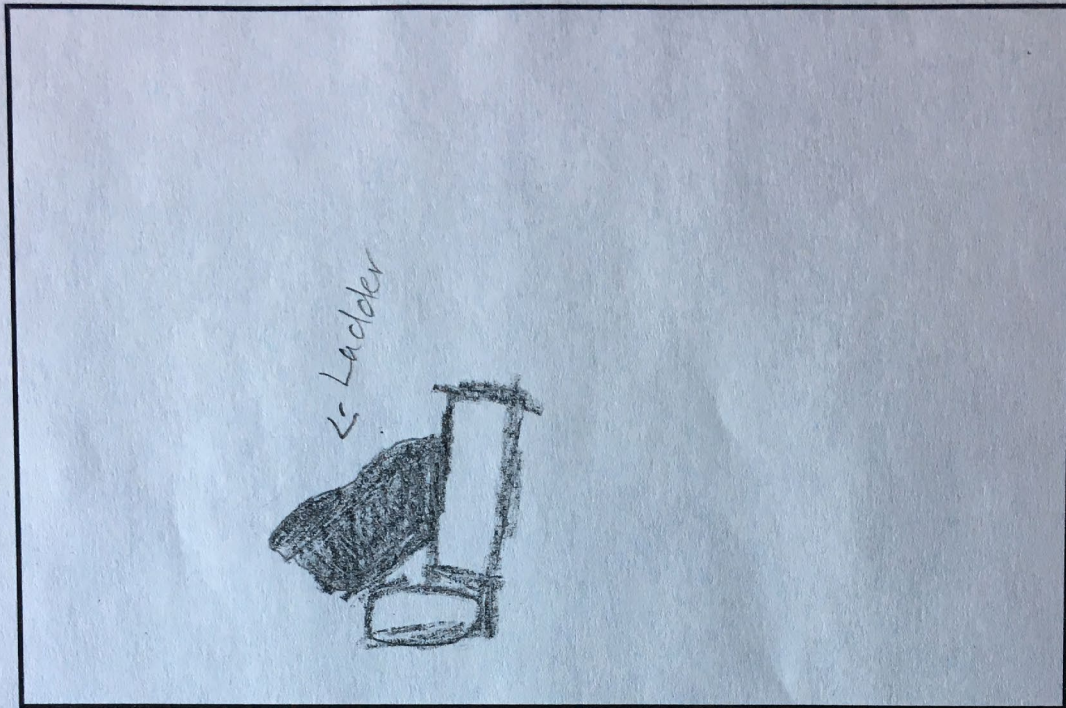


My idea is For.

Picnic tables. For my families.

This would be good because

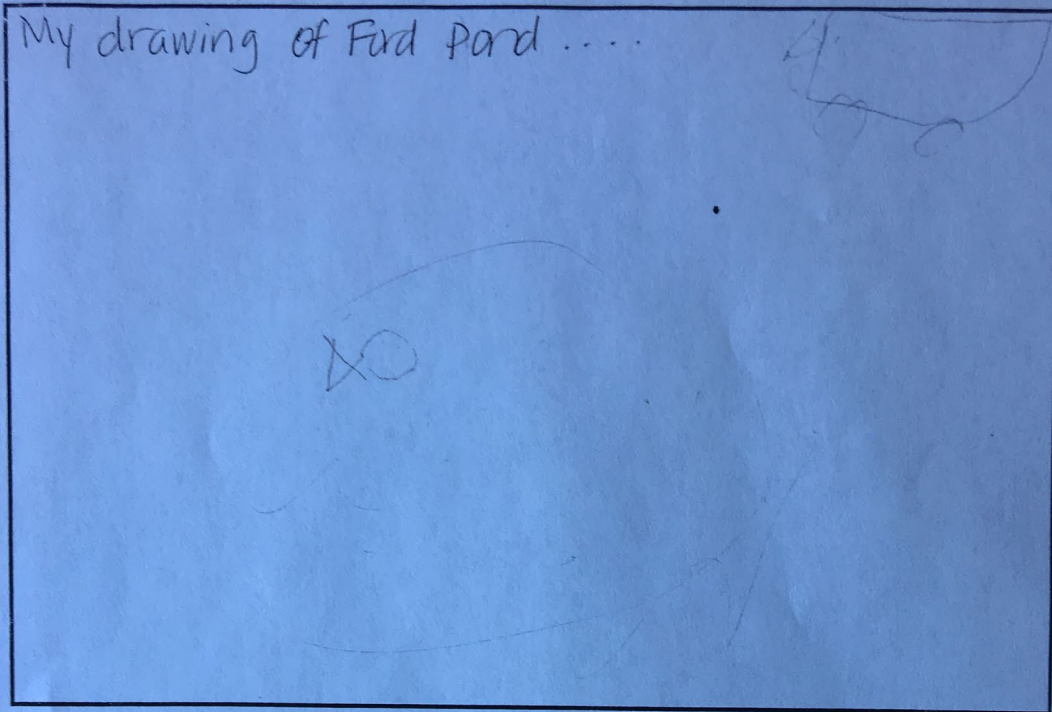
families can bring food to
eat.



My idea is for a play house.
This would be good because it
would be fun for little kids to
play on.

Ford Pond

My drawing of Ford Pond



My ideas for Ford Pond are

Should be ... I

... they should have

at houses my idea is

they should put a

at a ... a ...

Ngatu

City of Sutherlin Ford's Pond Community Park Master Plan

PLANNING TEAM INITIATION MEETING: MEETING NOTES

March 3, 2017

3:00PM – 4:30PM

Sutherlin City Council Chambers

Attendees: Brian Elliott (City of Sutherlin), Kristi Gilbert (City of Sutherlin), Vicki Holland (Parks Advisory Committee), Beth Houseman (Friends of Ford Pond), Jim Houseman (Friends of Ford Pond), James Thatcher (Friends of Ford's Pond), Wendi Stinnett (Friends of Ford's Pond), Molly Mason (Resident), Colin McArthur (Cameron McCarthy), Vivian Schoung (Cameron McCarthy), Kelsey Zlevor (Cameron McCarthy)

BACKGROUND

- The site of Ford's Pond was once planned for a private gated community, however the property is now owned by the City. The City Council supports protection of the pond and use of the site as a community resource.
- Interested parties and stakeholders may include: golf course homeowner's association (Knolls Estates), Umpqua Audubon, School District, local civic groups, rotary club.
- Friend's of Ford's Pond was established in 2014, prior to the site being acquired by the City.
- Ford's Pond is referenced in the Opportunities and Constraints portion of the Sutherlin Parks and Open Space Plan (2005), where the opportunity to connect nearby recreation destinations are highlighted.
- In 2014, the City of Sutherlin purchased the Ford's Pond property from Lone Rock Timber for wastewater storage purposes.

VISION

- A place the City comes to gather and recreate.
- There's currently limited outdoor resources for families on the west side of Sutherlin; consider wildlife observation and passive recreation activities. The site is an anchor for the west side.
- Include space for venues.
- Approach the project as adding livability components: local trails, access to the outdoors in close proximity.
- Site access is currently primitive and undefined.
- Recognize the importance of solitude.
- Consider options for east-west connectivity to the community trail system.
- Strike a careful balance between humans and nature: balance the public interest while taking into account rare, threatened, and endangered species.

**Ford's Pond Community Park Master Plan
City of Sutherlin
Project Initiation Meeting Notes**

March 3, 2017

- Foster natural aesthetic for kids and families; need local outdoor experience to be a more livable location for young people.
- Consider utilizing scout troops and local craftsmen to furnish parts of site.
- Consider use of the site as a wayside along the coast-to-crater-lake highway in order to generate economic revenue.

EVENTS

- Walk-a-thon events.
- Audubon birding.
- Fishing activity days.
- Using the trail as an event area.
- BMX courses, but keep it non-motorized.
- Cross-country meets.
- Food trucks: picnic areas or place to have coffee; covered pavilion.
- Archery.

SITE IMPROVEMENTS

- On West Lake, perpendicular to Church Road, consider a gated entry, pedestrian only with potential footbridge across the wetlands.
- Safety concerns: can't see north-bound traffic in the SE corner of the road.
- No clear pedestrian pathway: kids walk in the middle of Church Road since there is no shoulder. Church Road is soon to be the west edge of the UGB; Ford's Pond will be removed from the UGB.
 - County owns the remainder of Church Road. City owns one-third.
 - No sidewalk access generally anywhere on site.
- Consider plug-in for electric vehicles with parking lot improvements.
- Parking.
- Capitalize on the old log dump as potential site for a boat launch/restrooms.
 - Water is deepest on the north side of the lake.
 - Be cognizant of ODOT access and egress issues.
 - Need for piers to get out and fish as well.
 - Bass, crappie, catfish.
 - Bank is currently not conducive to ADA access.
 - Be aware of 3-foot fluctuation in water levels with effluent.
- 8,300 cubic yards of material is coming back to the site from wastewater treatment plant improvements.
- Consider soft surfaces for trails. The existing trail is very primitive. The trail to the creek is also very overgrown.
- Concerning the Mason property across the way, the project needs to define their boundary and work within it.
- The existing concrete pad may be an asset.
- Depth of the pond is anywhere from 5 feet to 15 feet; shallower to the south.

UTILITIES

- 1-2 acres in the SE corner will remain in City UGB and can be served with utilities.
- Safety considerations with lighting: for people in the early morning and later at night maintain high visibility.

**Ford's Pond Community Park Master Plan
City of Sutherlin
Project Initiation Meeting Notes**

March 3, 2017

- Consider implementing electric gates that close at a specific time. Gates would let cars parked inside out.
- The south-side dike valve can be opened and closed; water can be discharged around the pond.
 - Dike is not recognized as a separate water body.
- Sanitary sewer service will require a pump station.
- Possibility for a polishing pond, 1-2 feet deep with cattails; good for birders.
- If water needs to be discharged, the dike will be closed and water will be detoured; can't mix with effluent pond water. For routing, must open the spillway not the pipe.
 - Pond receives 90 million gallons of water from the wastewater plant.
 - 1 foot = 30 million gallons of water. This is what causes the yearly fluctuation in depth/height of water on the bank.

NEXT STEPS

- CM to send background data request to City.
- City Council Update; March 27, 2017
- Planning Team Meeting; April 6, 2017, 3:00-4:30PM

City of Sutherlin Ford's Pond Community Park Master Plan

PLANNING TEAM MEETING #1: MEETING NOTES

April 6, 2017
3:00PM – 4:30PM
Sutherlin Community Center
150 S. Willamette Street

Attendees: Brian Elliott (City of Sutherlin), Seth Vincent (City Council), Tim Bradley (Parks Advisory Committee), Vicki Holland (Parks Advisory Committee), Beth Houseman (Friends of Ford Pond), Jim Houseman (Friends of Ford Pond), Wendi Stinnett (Friends of Ford's Pond), Molly Mason (Resident), Colin McArthur (Cameron McCarthy), Vivian Schoung (Cameron McCarthy)

MEETING OBJECTIVE

- To review data collected and remaining needs.
- To discuss wastewater treatment plant construction and site impacts.
- To review key stakeholders for the park and a strategy for public outreach.
- To discuss opportunities, constraints, and site programming.

MEETING OUTCOMES

- One to two acres of the Southeast Corner will be zoned as FR-20 and will remain within city limits and the UGB for utility connection to the park site. The remaining acreage of the southeast corner will be transferred into county zoning.
- Construction for the wastewater treatment facility starts in September. Plans include an open trench across the northeast corner of the Ford's Pond site. Open trench installation of the 12-inch drainpipe will be backfilled and contoured with surrounding soil. The Community Development Office provided a diagram of the recycled water discard header.
- ODFW will require a fish screen on the outfall discharge pipe in the northwest corner.
- Pending City Council approval on August 8, the City of Sutherlin will provide fill material from the wastewater facility construction project as base course on the second terrace in the Southeast Corner. The amount of fill is approximately 50 yards by 100 yards by 3 feet deep.
- Asphalt grindings from the City's road resurfacing project could also be used as a base course for the park's trail and potentially parking lot or entrance drive.
- Applications for the two Highway 138 access points are complete and are pending approval.
- Several additions to the stakeholder list were identified including: Murphy Plywood, Evergreen Family Medicine, Nordic Veneer, Sutherlin Sanitary Service, Umpqua Community College, The Ford Family Foundation, Douglas Electric Cooperative, Les

**Ford's Pond Community Park Master Plan
City of Sutherlin
Planning Team Meeting #1 Notes**

April 6, 2017

Schwab, Norris Blueberry Farms, Law Offices of Danny Lang, Servpro, Orenco Systems Inc., and adjacent property owners (Wilde, Nichols, Liesinger, and Hackney).

- A focus group meeting will be held in May or June. In addition to representatives from businesses and community groups, attendees will include members of the Parks Advisory Board, City Council, City Staff, and Planning Team. The purpose of this meeting is to generate support and momentum for the project among potential partners. Cameron McCarthy will generate a list of attendees and coordinate dates with Vicki Holland.
- Public outreach events to inform and solicit feedback from the community are scheduled on May 25th and in the fall. An additional pop-up event will be held at the Blackberry Festival in August. Several potential advertising opportunities were identified: KQEN radio station; Post Office Box flyers; Friends of Ford's Pond Facebook page, website, and email list; utility bill flyer; signs at Sutherlin High School, B&D Oil, Lions Club; local restaurants; and local news and TV stations. Information will be posted or distributed in early May to coincide with the start of the Community Survey.
- Regarding Site Analysis, the following changes and additions were noted on the map:
 - Add pedestrian access to the site from Westlake Avenue.
 - Add a northern connector trail for the proposed trail segments in the West Hillside Zone.
 - Remove pedestrian bridge on the southwest corner of Ford's Pond.
 - Include secondary paths on all sides of the Ford's Pond perimeter zone.

City of Sutherlin Ford's Pond Community Park Master Plan

PLANNING TEAM MEETING #2: MEETING NOTES

May 4, 2017
3:00PM – 4:30PM
Sutherlin Community Center
150 S. Willamette Street

Attendees: Tom Boggs (City Council), Seth Vincent (City Council), Brian Elliott (City of Sutherlin), Tim Bradley (Parks Advisory Committee), Beth Houseman (Friends of Ford Pond), Jim Houseman (Friends of Ford Pond), Molly Mason (Resident), Colin McArthur (Cameron McCarthy), Kelsey Zlevor (Cameron McCarthy)

SITE UPDATES

- The Highway 138 entrance has been especially busy.
- There is typically parking on the southeast corner of the site off of Church Street, but there area is currently chained off.
 - Potential for talking to police to open this area up.
 - Potential for creating a log border for the parking area.
 - While the situation isn't out of control, there has been a lot of late night AWD activity with the normal parking area chained off; a lot of kids, and people drinking.

SITE ANALYSIS

- Land use zoning is currently for the city, and could be R1 or RA zones. The FR zone was removed from city zoning and is being placed back in the code. The property could be classified as residential if the FR zone cannot be applied.
 - Kristi to provide tax lots numbers for parcels.
 - In the event of the property being removed from residential zoning, it will be removed from non-buildable residential inventory. The property is currently applied towards the housing inventory but not towards buildable lands inventory.
- Include space for venues.
- Approach the project as adding livability components: local trails, access to the outdoors in close proximity.

SURVEY

- Add "Park" to survey title.
- Adjust Q1 to include defining content for how far respondents live within or outside of Sutherlin.

**Ford's Pond Community Park Master Plan
City of Sutherlin
Planning Team Meeting #2 Notes**

May 5, 2017

- Add new question: "How many times have you visited Ford's Pond in the last year?"
- For Q6, have respondents select their top three activities.
 - Change "sports fields" to "open green space."
- Adjust Q7 to rank levels of importance (not important, moderately important, very important).
- Edit concluding paragraph to reference the Community Development office, availability of hardcopy surveys, and Ford's pond project email.
- Include length of survey notation.
- Survey needs to be active by May 24th.

COMMUNITY WORKSHOP

- Use project account email on poster.
- Water bill deadline was missed.
- Discussed campaign lawn signs; tabled due to cost.
- Cameron McCarthy will target read boards, the newspaper, and T.V./radio for event promotion.
 - Sharon Elliott at the Visitor's Center recommends posting after Mother's Day.
 - Terry Prestiani is contact for high school reader board.
 - KQEN is local radio station.
- FOFP can contribute 3-4 people for the event.
- Event overview: introductions, questions/comments, break-out groups with 3-4 categories of topics to discuss (different activities). Some people will be floating around concept boards to capture data from those not in small groups and/or those who can only stay for a brief period.

NEXT STEPS

- Brief discussion of low voltage barrier for fish; will get more information at later date.
- CM to send calendar invite for June 15th planning meeting (3:00-4:30 PM Sutherlin Community Center).

City of Sutherlin Ford's Pond Community Park Master Plan

PLANNING TEAM MEETING #3: MEETING NOTES

June 15, 2017
3:00PM – 4:30PM
Sutherlin Community Center
150 S. Willamette Street

Attendees: Tom Boggs (City Council), Brian Elliott (City of Sutherlin), Tim Bradley (Parks Advisory Committee), James Thatcher (Friend's of Ford's Pond), Beth Houseman (Friends of Ford Pond), Jim Houseman (Friends of Ford Pond), Wendi Stinnett (Friends of Ford's Pond), Molly Mason (Resident), Larry Gilbert (Cameron McCarthy), Colin McArthur (Cameron McCarthy), Kelsey Zlevor (Cameron McCarthy)

MEETING OBJECTIVE

- Online survey activated on May 24.
- Currently planning focus groups for July; Jim and Seth to represent FOFP and City at focus group meetings.
 - Doodle Poll for mid-July with morning and late afternoon times.
 - Email John Jr. from Murphy.
- Discussion of non-motorized vehicle access restriction.

COMMUNITY MEETING

- Summation of general discussion. Overall turnout was positive.

SURVEY UPDATE

- Kelsey provided update and general overview of current data.
 - Data currently skewed to an older population without children.
 - Need greater participation from younger families. Discussion of how to reach them:
 - School is already out. Consider outreach to summer camps, and through mailers with water bill.
 - FOFP will contact the school district;
 - FOFP attending graffiti event and will get the word out.
 - Some tension identified in survey responses between those who want a peaceful, natural environment, and those who want active amenities.
- 4% of population needs to respond to be statistically significant.

ORBIC REPORT

- Prior sightings of Western Pond Turtle; the information is dated (~1999).

**Ford's Pond Community Park Master Plan
City of Sutherlin
Planning Team Meeting #3 Notes**

June 15, 2017

- Provides impetus to focus on habitat restoration around the pond, regardless.
- Popcorn flower also noted; none have been found recently on-site.

COMMUNITY PARK ELEMENT DISCUSSION

- 10-20 cars observed at busiest times; need parking strategy.
 - Consider parking options for buses, RVs, campers, trailers.
 - Possibility of using church parking lots for overflow.
- Terrace transition: cascading levels of use down to the pond. Top to be mostly hardscape and active; progress toward more natural at lower terrace.
 - Potentially use top for parking, middle for seating and play area, bottom tier leads to the pond.
 - Need to be strategic about what uses are most compatible with each other within each terrace.
- No desire for large pavilion; pavilion design needs a more unique look.
- Potential location in the SE corner;
 - Need gathering space in general.
 - Concern over noise level with big groups, using landscaping can provide some buffer.
- Need ADA accessibility, especially along the terraces. Sloping, gradual curves instead of handrails.
- Need restrooms.
- Focus on natural play. Need to provide some play areas despite survey feedback if we want to achieve a community park. Play is more exploratory and not traditional.
- Paths and trails are a priority and backed-up by current survey respondents.
 - Highlighted importance of using Ford's Pond to provide resources and amenities unlike what already exists in the community. The park is not a campground.
- Need amenities for scenic viewing, such as seating and benches. Benches need to look natural.
 - Do we make spaces for people to park their cars and enjoy views from the car?
- Consider adding a fire pit on one of the terraces.
- Possibility of a concessions stand.
- Green element should not be a big rec field, but also could be synthetic, if only to deter geese.
- Consider concrete table tennis or chess tables.
- Consider viability of rentals for kayaks, paddle boats, paddle boards?
- What are compatible public-private partnerships?
 - Need to consider fee generators to fuel maintenance.
 - Rotating local businesses with food carts.
 - Fee structure would be needed to rent the space.
- Provide infographics/interpretive signage to help people understand where they are and what they are looking at.

**Ford's Pond Community Park Master Plan
City of Sutherlin
Planning Team Meeting #3 Notes**

June 15, 2017

- Possibility of using the space as an outdoor classroom.

NEXT STEPS

- CM to send calendar invite for July 27th planning meeting (3:00-4:30 PM Sutherlin Community Center).
- CM to gauge availability of focus group attendees.



LANDSCAPE ARCHITECTURE & PLANNING

160 East Broadway ■ Eugene Oregon 97401
 v 541.485.7385 ■ f 541.485.7389

www.cameronmccarthy.com

City of Sutherlin Ford's Pond Community Park Master Plan

PLANNING TEAM MEETING #4: MEETING NOTES

July 27, 2017
 3:00PM – 4:30PM
 Sutherlin Community Center
 150 S. Willamette Street

Attendees: Brian Elliott (City of Sutherlin), Kristi Gilbert (City of Sutherlin), Vicki Holland (Parks Advisory Committee), Beth Houseman (Friends of Ford Pond), Jim Houseman (Friends of Ford Pond), James Thatcher (Friends of Ford's Pond), Wendi Stinnett (Friends of Ford's Pond), Molly Mason (Resident), Colin McArthur (Cameron McCarthy), Larry Gilbert (Cameron McCarthy), Marina Wrensch (Cameron McCarthy), Kelsey Zlevor (Cameron McCarthy)

UPDATES

- Colin provided summary of focus group meeting.
 - Emphasized good representation and useful feedback.
 - Some concern over the proximity of bees to trails when planting for pollinators: need to decide how visible and accessible this feature would be while taking into account stings and allergies.
- Kelsey provided update on the survey.
 - 340+ respondents, and more healthy distribution of respondents in terms of age range, numbers of children in household.
 - Findings generally support what has already been heard in community and focus group meetings.

DESIGN CONCEPTS

- Larry provided overview of design concepts.
- Overall Site Plan
 - Emphasis on whatever configuration will produce greatest degree of sustainability on trails. This is especially pertinent for deciding trail surfaces.
 - Emphasis on making sure plan stays true to providing universal accessibility.
- N Frontage Concept
 - #14 (water outfall) needs to move further south.
 - Landscaping should avoid downward slope; show wetland enhancement at the new discharge location.
 - High premium on the value of telling a story: use informational boards at key educational places; use interpretive signage as much as appropriate.
 - Consider separation of space for pedestrians versus vehicles in the parking lot.

Ford's Pond Community Park Master Plan
City of Sutherlin
Planning Team Meeting #4 Notes

July 27, 2017

- Ingress/egress concerns: determine whether both entry-ways need to be two-way with ODOT.
 - 180 trips allowed along 138 for both accesses.
- SE Community Park Concept 1
 - Goal is to try to reduce the amount of earthwork needed by working with the terraces.
 - Need ADA ramp in current proposed location because it is one of the only places to meet required 5% grade.
- SE Community Park Concept 2
 - Focus is on splitting parks by age ranges.
 - Concept 2 is generally much more active than Concept 1.
 - Provides more parking than Concept 1.

DISCUSSION

- Overall Site Plan
 - General trail surface should be permeable; consider hardscape (asphalt). The south side floods, and this should be accounted for in material choice.
 - Secondary trail as crushed rock; minor trails native.
 - Potential A.C. grinding as base for trails.
 - Consider the possibility of making a multi-material trail at different points along the pond.
 - Possibly three types.
 - Trail should be at least 8 feet wide to accommodate walkers and bikers, but will probably need to be wider to accommodate city maintenance vehicles.
 - Consider adding a mountain bike trail under the powerlines.
 - Consider adding a switch back trail down to the Calapooya creek in the NW corner. This could be labeled as the most difficult trail.
 - Need topography is this area.
 - 6-foot no-climb fence will be installed in the SW end of the pond along Woodruff Pond.
 - Consider adding a boardwalk through the Ash woodland in the southern part of the site.
 - Connect wetland at east edge to Woodroof/Mason's Pond with swale/depression overflow.
- N Frontage Concept
 - Move fishing, parking and coffee cart further towards to the west. Wading birds habitat where fishing dock is currently shown. Fishing dock towards to overflow (deepest pool - 17' deep). 30 yards out is best.
 - City of Sutherlin to send survey info on depth and discharge.
 - Dock needs to be on north side of pond because this is deepest area for fishing.
 - Ensure turning radius in the proposed round-about is wide enough for trucks, vans, potential RVs.
 - Include benches and tables near the proposed T-dock.
 - If any toilet is provided in the N Frontage, this should be a vault toilet.
 - Consider adding interpretive signage along N Frontage.

Ford's Pond Community Park Master Plan
City of Sutherlin
Planning Team Meeting #4 Notes

July 27, 2017

- Add viewpoint at east bump out.
- Kiosk is okay in the N Frontage corner.
 - Unsure about how changes to intersection in the future will impact this corner, but for now it seems feasible.
 - Food cart needs to be self-contained at 138 intersection.
- Consider creating an inlet from the discharge point ("pond within a pond") using emergent vegetation as a pre-treatment.
 - Discharge of class A water into one or two treatment ponds (2-5 acres) within the current pond surface.
- Consider adding pathways through the wetland areas to guide people where to walk (and not walk).
 - Develop landbridge or some way to delineate what is walkable in sensitive landscapes.
 - Bridge crossing over the wetland and swale must stay under 50 CY excavation/fill within wetlands.
- SE Community Park Concept 1 & SE Community Park Concept 2
 - More active option at southeast corner is preferred by families. In either option perimeter trail preferred.
 - Utilize an aesthetic funnel with landscaping from top terrace to lower terrace to keep people on trails and not cutting their own trails from the parking lot.
 - Add benches and eating areas on the play terrace to avoid having people running up and back down.
 - Consider splitting up shelters into smaller, multiple shelters.
 - Smaller shelters may create more welcoming environments, and provides multiple rental opportunities.
 - Counter-point: A larger shelter would provide more room for a fire pit and kitchen, which could provide more rental opportunity and revenue.
- Consider putting a lock-up kitchen in the pavilion in the main SE corner.
- Add viewpoints to Woodruff pond on the south edge.

NEXT STEPS

- CM to send calendar invite for next meeting on Thursday, September 14th, 2017, from 3:00-4:30 PM.

City of Sutherlin

Ford's Pond Community Park Master Plan

PLANNING TEAM MEETING #5: MEETING NOTES

September 14, 2017
3:00PM – 4:30PM
Sutherlin Community Center
150 S. Willamette Street

Attendees: Kristi Gilbert (City of Sutherlin), Vicki Holland (Parks Advisory Committee), Beth Houseman (Friends of Ford Pond), Jim Houseman (Friends of Ford Pond), James Thatcher (Friends of Ford's Pond), Seth Vincent (City Council), Molly Mason (Resident), Colin McArthur (Cameron McCarthy), Kelsey Zlevor (Cameron McCarthy)

UPDATES

- Kelsey provided final survey update.
 - 365 respondents, and reasonable distribution of respondents in terms of age range, numbers of children in household, and residents of Sutherlin.
 - Concise narrative around findings; emphasis on passive recreation.
- Jim provided update on implications of motorized versus non-motorized boating.
 - TSS needs to pass a 15 mg/L test to determine gas and/or electric motor use.
 - Consider trolling motors, or human-powered personal paddle craft (PPC).
 - Can use governmental regulation as factor for deciding non-motorized boats only if it is a concern.
 - Install PPC launches.
 - Ultimately don't need to decide now but registration fees for boats create a revenue stream that can be accessed by applying to grant funding if motors are allowed at site.

DESIGN CONCEPTS

- Colin provided overview of design concepts.
- Overall Site Plan
 - No changes.
- SE Community Park Concept 1 & SE Community Park Concept 2
 - Same as before.
- SE Community Park Concept 3
 - Includes food cart, moves a shelter to more scenic vista, moves bathroom closer to park, includes roundabout in the middle of parking lot.

DISCUSSION

- SE Community Park Concept 1 & SE Community Park Concept 2
 - Food cart can be contractual; pad with utilities. Rent out the space and can charge rental fees for revenue (operated like fairgrounds).

Ford's Pond Community Park Master Plan
City of Sutherlin
Planning Team Meeting #5 Notes

September 18, 2017

- Tree height on east side: would homeowners complain about their views being blocked? Consider size-appropriate species and/or eliminating trees.
 - Add more trees around the park for shade.
 - Determine if City Code requires street trees.
 - Consider car viewpoints when placing trees.
- Identify areas for future development SW of Option 3.
 - Expanding parking lot, etc.
- Consider how many people we are trying to seat with pavilions. Once the footprint is built, we are locked in to that size.
 - Consider catering access to the biggest pavilion; implementing bollards to restrict vehicles when necessary.
- Discussion on bathroom location. While the bathroom could be located on the top terrace, it could then be accessed by more street traffic; proposed location is still accessible.
- Kristi provided explanation of map annotations by the City.
 - Move park for smaller kids closer to a pavilion.
 - Lower the overflow parking (farther south).
 - Concern over distance from parking to the pavilion on Concept 3 being too far.
 - Possibly shift pavilion (6) to the east to preserve views.
 - Consider where people will line up for the food cart; keep people out of traffic flow.
 - Like traffic circle AND overflow shown in Concepts 1 & 2.
 - Food cart area should be just hook-ups; not a permanent structure.
- Consider ropes course on hillside.
 - Other activities for teens who may be too big for the park.
- Consider removing log dump before the trail goes in. Question of structural integrity. May need to just discourage access without tearing it down due to cost.
- Revenue Generation
 - Outside sources.
 - Do not consider park utility fees.
 - FOFP is able to contribute trail crews, lawn mowing, and garbage (what is currently being done on-site).
 - Donation box at site; QR code with PayPal.
 - Long-term: potentially consider park district to establish operating levy and/or a parks bond.
 - Donations for benches and tree-planting.

NEXT STEPS

- Community Workshop Thursday, September 28th, 2017, from 6:00-7:30 PM.
- Planning Team Meeting Thursday, October 12th, 2017, from 3:00-4:30 PM.

City of Sutherlin Ford's Pond Community Park Master Plan

PLANNING TEAM MEETING #6: MEETING NOTES

October 13, 2017
3:00PM – 4:30PM
Sutherlin Community Center
150 S. Willamette Street

Attendees: Kristi Gilbert (City of Sutherlin), Brian Elliott (City of Sutherlin), Beth Houseman (Friends of Ford Pond), Jim Houseman (Friends of Ford Pond), James Thatcher (Friends of Ford's Pond), Seth Vincent (City Council), Molly Mason (Resident), Colin McArthur (Cameron McCarthy), Kelsey Zlevor (Cameron McCarthy)

UPDATES

- Colin provided update on final park concept.
 - Make separate map for City Council that defines the terraces/tiers.
 - Can include photos on Dropbox of current leveling.
 - Have conversation with county about pedestrian improvements to Church Road and including the project in the TSP; more people will likely be walking from Westlake Street.

IMPLEMENTATION CHAPTER

- Colin provided overview of projects; fees/cost schedules.
- Some adjustments can be made to maintenance costs per acre. \$3,500 is considered high relative to current City expenditures. The number is from park districts, where the value is higher.
- Preference for restrooms to be in first phase with the trails and/or part of the park. However, earthwork for permanent location of bathroom needs to be completed, which may not happen with the trail.
- Pedestrian bridge cost may come down; the estimate is based off of a Willamalane bridge that is vehicle-rated.
- Prefer asphalt for the parking in the North Frontage area as opposed to gravel.
- Determine whether playground base is engineered wood fiber or panels. Preference for engineered wood fiber.

EDITS

- Include 3% annual cost escalation of numbers; will apply to direct construction.
- Include bed depth, asphalt depth, thickness of the path in the cost estimate.
- Add the Marine Board and ODFW as potential grant sources.
- Include examples of pavilion rentals or special events for revenue generation.
 - How much are facility rental fees? How are they paid?
 - How do food carts contract?

**Ford's Pond Community Park Master Plan
City of Sutherlin
Planning Team Meeting #6 Notes**

October 13, 2017

- Consider new language under Opportunities and Constraints regarding the logging ramp. Prefer “structural evaluation.”
- Add signage, wayfinding, and interpretive elements into budget.
- Add benches and picnic tables to North Frontage budget.
 - Verify bench pricing.
- Include reference to the school project presentations in Outreach section.
- Minor edits
 - Parks *Advisory* Committee
 - Ford's Pond is a 202 acre site
 - Calapooya *Creek*
 - Add dates to discharge of effluent (May 1st to October 31st)

NEXT STEPS

- CM to provide final draft Master Plan to City by November 6, 2017 (12:00 PM).
- City Council Meeting; November 13, 2017.



DESIGN OPTION 1

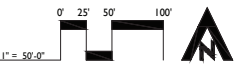


DESIGN OPTION 2



DESIGN OPTION 3

K DESIGN OPTIONS



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City of Sutherlin

Ford's Pond Community Park Master Plan

Funding Options

Local Tax Options

BONDS

To issue long-term debt instruments, a municipality obtains legal authorization from either the voters or its legislative body to borrow money from a qualified lender. Usually, the lender is an established financial institution, such as a bank; an investment service that may purchase bonds as part of its mutual fund portfolio; or, sometimes, an insurance company. Issuing debt is justified based on several factors:

- Borrowing distributes costs and payments for a project or improvement to those who will benefit from it over its useful life, rather than requiring today's taxpayers or rate payers to pay for future use;
- During times of inflation, debt allows future repayment of borrowed money in cheaper dollars;
- Borrowing may improve a municipality's liquidity to purchase needed equipment or for project construction and improvements. Debt issuance also does not exhaust current cash-on-hand, allowing such general fund revenues to be used for operating expenses; and
- Interest rates rise as the maturity term of a bond increases, as borrowers have to compensate investors for locking up their resources for a longer period of time.

Oregon Law requires that all Unlimited-Tax General Obligation (ULTGO) bonds be authorized by a vote of the people. The Oregon Bond Manual – 4th Edition, recommends municipalities hire a bond counsel prior to the bond election to ensure that all requirements are met. The Bond Manual also notes that approval of an ULTGO bond requires considerable effort. Some examples of methods for gaining public support include: attitude polls, forming a bond issue citizens' committee, holding public meetings, leaflets, and door-to-door canvassing. Note that under Oregon law, no public resources may be used to advocate a pro or con position regarding a ballot measure. Accordingly, any printed materials must be purely explanatory in nature.

A fundamental rule associated with issuing long-term debt instruments is not to issue them for a maturity period longer than the project's useful life. People should not be paying for a major park or recreational facility after it is no longer in use. Further, Sutherlin should be very clear about the specific acquisitions and other actions to be carried out with the bond revenue, as

**Ford's Pond Community Park Master Plan
City of Sutherlin
Funding Options**

October 5, 2017

the City will be asking residents to pay for park and recreation acquisitions. Working with the community is a key aspect of a successful bond measure.

The key benefit of bonds for park acquisition and development is that the City can generate a substantial amount of capital. This capital can then be used to purchase parkland or for major capital improvements that will serve the community far into the future.

LEVIES

A local option levy for capital improvements provides for a separate property tax levy outside the City's permanent rate limit. This levy may be used to fund a capital project or a group of projects over a specified period of time, up to ten years. Revenues from these levies may be used to secure bonds for projects, or to complete one or more projects on a "pay as you go" basis.

The advantages of levies include reduced interest, increased flexibility, enhanced debt capacity, improved borrowing terms, and increased fiscal responsibility. The major disadvantages of the approach are insufficient funding, intergenerational inequity (if, for example, long term facilities are paid for disproportionately by current users), inconsistency of funding requirements, and use of accumulated reserves.

Prior to Measure 50, Oregon's property tax system was a levy-based system. With its adoption, the system was converted to a combination rate and levy-based system, eliminating the taxing district's 'tax base' for operational purposes, which automatically increased by six percent annually. Instead, each taxing district has a frozen tax rate for operation expenses, but local jurisdictions may obtain revenue through bonds and local option levies. Revenues from local option levies are also subject to limitations under Measure 5.

Local option levies require voter approval and are subject to the double majority requirement of Measure 50 and are not considered to be a good alternative to the use of general obligation bonds for large projects or groups of projects. Property tax levies can be used for land acquisition and capital improvements; however, they are also frequently used for facility operations and maintenance.

SYSTEM DEVELOPMENT CHARGES

A SDC is a one-time fee charged on new development and certain types of redevelopment to help pay for existing and planned infrastructure to serve the development. Cities, counties and special districts in Oregon may impose SDCs for capital improvements, which include parks and recreation facilities. SDCs cannot be used for operation and maintenance costs or replacement costs for existing infrastructure capacity.

A SDC may be an improvement fee, reimbursement fee, or a combination of the two. SDCs utilized for parks and recreation facilities are generally improvement fee SDCs. Improvement fee SDCs may be charged for new capital improvements that will increase capacity and includes debt service payments. The improvement fee must be calculated such that it funds the portion of the cost of capital improvements that meets the projected need for increased capacity for future users. Revenues generated by improvement fee SDCs may be expended only for capital improvements identified in a required Capital Improvement Plan.

**Ford's Pond Community Park Master Plan
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Partnerships

Partnerships with federal, state, and local agencies and not-for-profit groups play an important role in the acquisition and development of park and recreation facilities. Partnerships can also provide one-time or ongoing maintenance support.

FEDERAL

U.S. Fish and Wildlife Service (USFWS)

Assistance available through the USFWS include the Partners for Fish and Wildlife program. Since 1987, the program promotes conservation and habitat protection by offering technical and financial assistance to private (non-federal) landowners to voluntarily restore wetlands and other fish and wildlife habitats on their land.

Partners for Fish and Wildlife, Oregon
2600 SE 98th Avenue
Portland, Oregon 97266
Phone: (503) 231-6179
Website: <https://www.fws.gov/partners/>

Bureau of Land Management (BLM)

The BLM manages a wide variety of public land uses in Oregon. Public land uses include land for wildlife, recreation, timber harvest, livestock grazing, mineral resource extraction and other public uses. The BLM offers grants for land acquisition requiring that it be used for public and recreation purposes. Local government can also obtain parklands at very low or at no cost if there is a developed park plan.

Salem District Office
Bureau of Land Management
1717 Fabry Rd. SE
Salem, Oregon 97306
Phone: (503) 375-5646
Website: www.blm.gov

U.S. Forest Service (USFS)

The Pacific Northwest Region of the USFS offers urban and community forestry funds and assists with economic diversification projects.

Group Leader, Grants and Agreements
USDA Forest Service – Pacific Northwest Region
1220 SW 3rd Ave., Portland, Oregon 97204
Phone: (503) 808-2468
Website: www.fs.fed.us/r6

**Ford's Pond Community Park Master Plan
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STATE

Department of State Lands (DSL), Wetland Grant Program

The Wetland Grant Program provides technical and planning assistance for wetland preservation efforts. Elements of the program include wetland inventory, identification, delineation, and function assessments as well as wetland mitigation, public information and education.

Wetland Mitigation Specialist
Division of State Lands
775 Summer Street NE, Suite 100
Salem, Oregon 97301-1279
Phone: (503) 986-5299
Website: <http://oregonstatelands.us/DSL/PERMITS/pil.shtml>

Oregon Parks and Recreation Department (OPRD)

OPRD provides and protects outstanding natural, scenic, cultural, historical and recreational sites for the enjoyment and education of present and future generations. OPRD administers grants and provides technical assistance to communities involved in parks planning.

Oregon Parks and Recreation Department
725 Summer Street NE, Suite C
Salem, Oregon 97301-1279
Phone: (503) 986-0707
Website: <http://www.oregon.gov/oprd/>

Oregon Youth Conservation Corps (OYCC)

OYCC provides communities with needed services, while unemployed youth are placed in gainful activities. OYCC funding is distributed in equal amounts to each county in Oregon every summer. The program funds individual projects ranging from \$5,000 to \$10,000. The OYCC program consists of grants of labor and capital financing. Grants support conservation or environment-related projects proposed by non-profit organizations.

Oregon Youth Conservation Corps
255 Capital Street NE, Third Floor
Salem, Oregon 97310
Phone: (503) 378-8648
Fax: (503) 373-2353
Website: <http://www.oyccweb.com/>

**Ford's Pond Community Park Master Plan
City of Sutherlin
Funding Options**

October 5, 2017

LOCAL

There are a variety of public, private, and non-profit organizations available to provide the City of Sutherlin with additional parks and recreation facilities and services. Local partnerships create cooperation among public and private partners in the area. Local businesses may also be willing to partner with the City to provide partner services. The Chamber of Commerce is a good way to begin to form such partnerships. A list of potential partners besides police and fire departments, utility providers, and the school district include:

- Religious organizations
- Community associations
- Boy Scouts of America
- Lions Club
- Historical societies & museums
- Kiwanis

Not-for-Profit Organizations

The Nature Conservancy

This is a national environmental organization focused on the preservation of plants, animals and natural communities. They have worked in direct land acquisition and in obtaining conservation easements for protection of wilderness and agricultural lands. Their grants program is usually focused on acquisition of land, but they are willing to work with communities who want to purchase land if it is to be set aside for environmental preservation.

The Nature Conservancy of Oregon
821 S.E. 14th Avenue
Portland, Oregon 97214
Phone: (503) 802-8100
Fax: (503) 802-8199
Website: www.nature.org/Oregon

Oregon Recreation and Park Association (ORPA)

The Oregon Recreation and Park Association, a non-profit organization founded in 1954, serves as a network offering information and contacts directly related to the parks and recreation systems. ORPA's mission is to provide a network of support through professional development and resources in order to enhance the quality of recreation and parks services.

Oregon Recreation and Park Association (ORPA)
1500 Greentree Road
Lake Oswego, Oregon 97034
Phone: (503) 534-5673
Website: www.orpa.org

**Ford's Pond Community Park Master Plan
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Funding Options**

October 5, 2017

Land Trusts

The Trust for Public Land

The Trust for Public Land helps public agencies and communities create city parks. This was one of the founding goals of the Trust for Public Land and remains the only large national conservation organization focused on creating parks for people. TPL works with community leaders to identify opportunities for park creation, secure park funding, and acquire parklands. TPL's participatory design process ensures that parks meet community needs. TPL also assists in efforts for land and water conservation, heritage lands, and natural lands.

Specific to the Pacific Northwest, TPL's program, "Parks for People – Northwest" works to ensure that everyone-- in particular, every child--enjoys access to a park, playground, or open space. A community's parks, natural areas, and open spaces are often among its most important assets—identifying its character and essence. Beyond their symbolic value, these parks contribute to quality of life and offer havens where citizens seek renewal. TPL is helping established urban cities and growing communities across the Northwest plan proactively for parks and open spaces.

The Trust for Public Land
Oregon Office
808 SW 3rd Avenue
Suite 570
Portland, Oregon 97204
Phone: (503) 228-6620
E-mail: Oregon@tpl.org
Website: www.tpl.org

The Wetlands Conservancy

The Wetlands Conservancy (TWC) is a non-profit land trust. It is dedicated to preserving, protecting, and promoting the wildlife, water quality and open space values of wetlands in Oregon.

The Wetlands Conservancy
4640 SW Macadam #50
Portland, Oregon 97239
Phone: (503) 227-0778
E-mail: info@wetlandsconservancy.org
Website: www.wetlandsconservancy.org/

Land Trust Alliance

The Land Trust Alliance assists nonprofit land trusts and organizations that protect land through donation and purchase. This is done by working with landowners interested in donating or selling conservation easements, or by acquiring land outright to maintain as open space. Membership of the alliance is one of the qualifications for assistance from this organization.

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Land Trust Alliance
Brad Paymar
Northwestern Senior Program Manager
Portland, OR
Phone: (971) 202-1483
Website: www.landtrustalliance.org

Private Donations

Donations of labor, land, or cash by service agencies, private groups or individuals are a popular way to raise small amounts of money for specific projects. Two key motives for donation are philanthropy and tax incentives. These benefits should be emphasized when collaborating with landowners. Most organizations implement capital campaigns focused on specific projects for cash donations. The typical strategy for land donations is to identify target parcels (such as identified in the Parkland Acquisition section of the Plan) and then work directly with landowners.

Soliciting donations, like partnering, takes time and effort on the part of city staff, but can be mutually rewarding. The City of Sutherlin should consider establishing a nonprofit parks foundation to implement a capital campaign and to accept and manage donations. The City should begin working on setting up such a group or recruit volunteers to provide the services. Generally, donations are not stable sources of land or finances and should not be relied upon as a major portion of funding.

Pursuing donations through partnerships can provide advantages to all parties involved. For example, working a land transaction through a non-profit organization may provide tax benefits for the donor, provide flexibility to the City, and reap financial benefits for the non-profit.

Grants

The securing of grants is a good strategy to supplement park acquisition and development funds. Many grant organizations throughout the country fund park acquisition and improvements, although few provide funds for ongoing maintenance activities. Most grant organizations have lengthy processes that require staff time and effort, and grants usually have very specific guidelines and only fund projects that address the granting organization's overall goals. Moreover, grants should not be considered a long-term, stable funding source. This appendix provides contacts for state, regional, and federal granting organizations and outlines these organizations' goals.

The grant process is highly competitive. When identifying possible grant funding, allocate staff time appropriately for applicable grants and pursue partnerships for volunteer grant writing. As grant agencies often look favorably upon collaborative projects, developing partnerships between agencies, organizations, and the City will improve the City's competitiveness in the grant application process.

Private Grant-Making Organizations

NATIONAL GRANTS

Bikes Belong Grants

Bikes Belong is sponsored by the U.S. bicycle industry with the goal of putting more people on bicycles more often. From helping create safe places to ride to promoting bicycling, Bikes Belong carefully selects projects and partnerships that have the capacity to make a difference. Their initial goal was to ensure funding for new bicycle facilities that would increase bike riding, boost public health and happiness, and strengthen the bike business. All proposals must encourage ridership growth, support bicycle advocacy, promote bicycling, and leverage funding with other grants. These funds cannot be used for general operating costs.

Grants that have been funding in the past include mountain bike trails, a BMX track, a 10-mile portion of the Lake Wobegon Trail in Minnesota as well as greenways for bicycle commuting and recreation.

Bikes Belong Coalition
P.O. Box 2359
Boulder, CO 80306
Phone: (303) 449-4893
Website: www.bikesbelong.org

STATE GRANTS

Oregon Community Foundation Grants

The Oregon Community Foundation (OCF) prioritizes funding based on a set of principles and four funding objectives.

- To nurture children, strengthen families and foster the self-sufficiency of Oregonians;
- To enhance the educational experience of Oregonians;
- To increase cultural opportunities for Oregonians; and
- To preserve and improve Oregon's livability through citizen involvement.

OCF awards about 200 grants annually. Most Community Foundation Grants are between \$5,000 and \$35,000, but multi-year grants may range up to \$150,000 for projects with particular community impact. Around 5 percent of Community Grants are above \$50,000 and tend to be created only for projects that are an exceptionally good fit with OCF priorities, have a broad scope of impact, and address an area to which OCF's board has decided to give special attention.

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Oregon Community Foundation
1221 SW Yamhill, #100
Portland, Oregon 97205
Phone: (503) 227-6846
Fax: (503) 274-7771
Website: www.oregoncf.org/receive/grants

The Collins Foundation

The purpose of the Collins Foundation is to improve, enrich, and give a greater expression to the religious, educational, cultural, and scientific endeavors in the State of Oregon and to assist in improving the quality of life in the state. The trustees of the Collins Foundation work through existing agencies and have supported proposals submitted by colleges and universities, organized religious groups, arts, cultural and civic organizations, and agencies devoted to health, welfare, and youth.

Director of Progress
The Collins Foundation
1618 SW First Avenue, Suite 505
Portland, Oregon 97201
Phone: (503) 227-7171
Website: www.collinsfoundation.org

The Oregon Historic Trails Fund

The purpose of the fund is to develop interpretive, educational, and economic projects to preserve and protect the cultural and natural resources of Oregon's historic trails. Grants are made each fall from the Oregon Historic Trails Fund to support projects that interpret, preserve, or maintain trail-related resources. Grants may be awarded also for marketing, education, advocacy, and research related to historic trails. An advisory committee made up of people who are knowledgeable about Oregon's historic trails and cultural resources review grant applications and makes recommendations to The Oregon Community Foundation board of directors.

Historic Trails Fund
c/o The Oregon Community Foundation
1221 SW Yamhill, Suite 100
Portland, Oregon 97205
Phone: (503) 227-6846
Website: www.oregonhistorictrailsfund.org/trails/index.php

Public Grant-making Organizations

FEDERAL

National Park Service – National Heritage Areas Program

The United States Congress designates a national heritage area as a place where “natural, cultural, historic, and recreational resources combine to form a cohesive, nationally distinctive landscape arising from patterns of human activity shaped by geography”. (National Park Service, www.cr.nps.gov) Through Strategic public and private partnerships, federal grant money is available to leverage funding opportunities for nationally designated heritage sites.

To determine if the City of Sutherlin qualifies as a National Heritage Area, the community must complete a suitability/feasibility study, using the ten guidelines developed by the National Park Service. All ten guidelines can be found at the National Park Service website.

The designation enhances local pride and includes limited technical planning and financial assistance from the National Park Service. Federal designation depends on Congressional support and the degree to which a community is engaged in a support of the designation. The four critical steps that need to be followed prior designation are:

1. Completion of a suitability/feasibility study;
2. Public involvement in the sustainability/feasibility study;
3. Demonstration of widespread public support among heritage area residents for the proposed designation; and
4. Commitment to the proposal from key constituents, which may include governments, industry, and private, non-profit organizations, in addition to area residents.

National Heritage Areas Program Manager- Pacific West Region
333 Bush Street
San Francisco, CA 94104
Phone: (415) 623-2322
Website: www.nps.gov/history/heritageareas/

Land and Water Conservation Fund

This fund provides federal dollars from the National Park Service that are passed down to states for acquisition, development, and rehabilitation of park and recreation areas, and facilities. To be eligible for Land and Water Conservation Fund grants, the proposed project must be consistent with the outdoor recreation goals and objectives contained in the Statewide Comprehensive Outdoor Recreation Plan (SCORP) and elements of a jurisdiction's local comprehensive land use and parks master plans. Emphasis should be placed on the grants available to the State of Oregon rather than federal funds.

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Land and Water Conservation Fund
Phone: (503) 986-0708
725 Summer Street NE, Suite C
Salem, Oregon 97301
Website: <http://www.oregon.gov/oprd/GRANTS/pages/lwcf.aspx>

U.S. Department of Transportation

Through the Transportation Equity Act for the 21st Century (TEA-21), the U.S. Department of Transportation authorizes federal surface transportation programs for highways, highway safety, and transit. TEA-21 provides funding for parks and connections that include:

- Bicycle transportation and pedestrian walkways;
- Recreational trails program;
- National Scenic Byways Program; and
- Transportation and Community and System Preservation Pilots.

U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington D.C., 20590
Phone: (202) 366-4000
Website: www.fhwa.dot.gov/tea21/index.htm

National Oceanic and Atmospheric Coastal and Estuarine Land Conservation Program (CELCP)

The Coastal and Estuarine Land Conservation Program (CELCP) was established in 2002 to protect coastal and estuarine lands considered important for their ecological, conservation, recreational, historical or aesthetic values. The program provides state and local governments with matching funds to purchase significant coastal and estuarine lands, or conservation easements on such lands, from willing sellers. To date, the program has protected more than 45,000 acres of land through projects funded between 2002 and 2008.

Department of Land Conservation and Development
635 Capitol Street NE, Suite 150
Salem, Oregon 97301-2540
Phone: (503) 373-0050
Website: <http://www.oregon.gov/lcd/Pages/index.aspx>

Oregon Coastal Management Program
Department of Land Conservation and Development
635 Capitol St., NE, Suite 150
Salem, OR 97301-2540
Phone: (503) 934-0052

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US Fish and Wildlife Service National Coastal Wetlands Conservation Grant Program

The grants will be used to acquire, restore or enhance coastal wetlands and adjacent uplands to provide long-term conservation benefits to fish, wildlife and their habitat. The National Coastal Wetlands Conservation Grant Program was established by Title III of P.L. 101-646, Coastal Wetlands Planning, Protection and Restoration Act of 1990. Under the Program, the U.S. Fish and Wildlife Service provides matching grants to States for acquisition, restoration, management or enhancement of coastal wetlands.

U.S. Fish & Wildlife Service
Wildlife and Sport Fish Restoration Program
Eastside Federal Complex
911 NE 11th Avenue
Portland, OR 97232-4181
503-231-2096

North American Wetlands Conservation Act Grant Program

The North American Wetlands Conservation Act (Act, or NAWCA) of 1989 provides matching grants to organizations and individuals who have developed partnerships to carry out wetlands conservation projects in the United States, Canada, and Mexico for the benefit of wetlands-associated migratory birds and other wildlife. The Standard Grants Program supports projects that involve long-term protection, restoration, and/or enhancement of wetlands and associated uplands habitats. The Small Grants Program supports the same type of projects and adheres to the same selection criteria and administrative guidelines as the U.S. Standard Grants Program. However, project activities are usually smaller in scope and involve fewer project dollars.

US Fish and Wildlife Service
Division of Bird Habitat Conservation
4401 North Fairfax Drive
Mailstop MBSP 4075
Arlington, Virginia 22203
Phone: (703) 358-1784
Website: www.fws.gov/birdhabitat/Grants/NAWCA/index.shtm

STATE

State Highway Funds

At least 1% of the State Highway Funds that the City receives must be spent for bicycle/pedestrian improvements and maintenance within existing street rights-of-way. Oregon Revised Statute 366.514 required the Oregon Department of Transportation and cities and counties within Oregon to "expand reasonable amounts of the highway fund to provide bikeways and walkways" and it requires

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“the inclusion of bikeways and walkways whenever highways, roads, streets are constructed or relocated.”

ODOT also administers the Pedestrian and Bicycle Facility Improvement Grant Program, which provides grants of up to \$200,000 for sidewalk completion, ADA upgrades, crossing improvements, and minor widening for bike lanes or shoulders. Competitive projects involve no right-of-way or environmental impacts; have significant local matching funds available; consider the needs of school children, the elderly, disables, or transit users; and have support of local elected officials. Grant money may not be used for the completion of trails and/or bikeways within parks but can be used to help fund larger pedestrian and bicycle improvements occurring within street rights-of-way.

Oregon Department of Transportation (ODOT)

State Pedestrian and Bicycle Grants

ODOT provides grants to cities and counties for pedestrian or bicycle improvements on state highways or local streets. Grants amount requires at least 5% local match. Projects must be administered by the applicant, be situated in roads, streets or highway right-of-ways. Project types include sidewalk infill, ADA upgrades, street crossings, intersection improvements, and minor widening for bike lanes. Grants are offered every two years.

For 2010-2011, several of the awarded grants were for pedestrian crossings, sidewalks, bicycle lanes, and streetscaping. These grants ranged from \$90,000 up to almost \$700,000 for projects.

Oregon Department of Transportation
Bicycle and Pedestrian Program
355 Capital Street N.E., Fifth Floor
Salem, Oregon 97301
Phone: (503) 986-3555
Fax: (503) 986-4063
Website: www.oregon.gov/ODOT/HWY/BIKEPED/grants1.shtml

Transportation Enhancement Program

These funds are available from ODOT projects that enhance the cultural, aesthetic and environmental value of the state's transportation system. Some of the eligible activities include bicycle/pedestrian projects, historic preservation, landscaping and scenic beautification, mitigation of pollution due to highway runoff, and preservation of abandoned railway corridors. The application cycle is every two years. Funding is decided by technical merit and local support. Recently, these grants were used to help build a multi-use path in Corvallis, a bicycle/pedestrian path and landscaping in Coos Bay, and a bike bridge in Eugene.

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Patricia Fisher
Transportation Enhancement Program Manager
Transportation Enhancement Program
Oregon Department of Transportation
Phone: (503) 986-3528
E-mail: patricia.r.fisher@odot.state.or.us
Website: www.oregon.gov/ODOT/HWY/LGS/enhancement.shtml

Transportation Safety Safe Routes to School Grants

The goals of the program are to increase the ability and opportunity for children to walk and bicycle to school; promote walking and bicycling to school and encourage a healthy and active lifestyle at an early age; and facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption and air pollution within two miles of the school. The National Center for Safe Routes to School is offering 35 \$1,000 mini-grants for Safe Routes programs.

Julie Yip
Safe Routes to School Program Manager
ODOT Transportation Safety Division
4040 Fairview Industrial Drive SE
Salem, Oregon 97302
Phone: (503) 986-4196
E-mail: julie.a.yip@odot.state.or.us
Website: <http://oregonsaferoutes.org/>
<http://www.oregon.gov/ODOT/Safety/Pages/SRTS.aspx>

Transportation Growth Management (TGM)

Oregon's Transportation and Growth Management Program supports community efforts to expand transportation choices for people. By linking land use and transportation planning, TGM works in partnership with local governments to create vibrant, livable places in which people can walk, bike, take transit or drive where they want to go.

During the last grant award cycle, these grants were used to update pedestrian and bicycle master plans, a waterfront linkage project, and other plan and project updates. These grants generally require 12% of matching funding in the form of direct expenditures for eligible cost projects. Key requirements for this grant are local support, clear transportation relationships, meeting state mandates, and that the grants are for planning work.

Cindy Lesmeister
Oregon Transportation & Growth Management Grants
Phone: (503) 986-4349

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E-mail: Cindy.L.Lesmeister@odot.state.or.us

Website: <http://www.oregon.gov/LCD/TGM/pages/grants.aspx>

Oregon Tourism Commission

Travel Oregon

Travel Oregon focuses on tourism related projects, and offers matching grants of up to \$10,000 for tourism projects. These can include marketing materials, market analysis, signage, and visitor center development planning. This grant requires a match of funds or materials relevant to the project, and the money does not include funding for construction.

Travel Oregon Grant Program

Michelle Woodard

Grants Manager

Phone: (503) 967-1566

Website: industry.traveloregon.com/Departments/Tourism-Development/Matching-Grants-Program.aspx

Oregon Department of Environmental Quality (DEQ)

Water Quality Non-point Source Grants

The DEQ offers grants for non-point source water quality and watershed enhancement projects that address the priorities in the Oregon Water Quality Non-point Source Management Plan. Grants require a minimum of 40 percent match of non-federal funds and a partnership with other entities. About \$1.5 million of federal grants dollars will be available under the Clean Water Act.

Ivan Camacho

Oregon Department of Environmental Quality

811 Sixth Avenue

Portland, Oregon 97204-1390

Phone: (503) 229-5088

Website: <http://www.oregon.gov/deq/wq/programs/Pages/Nonpoint-319-Grants.aspx>

Oregon Department of State Lands (DSL)

Easements

DSL grants easements for the use of state-owned land managed by the agency. Easements allow the user to have the right to use state-owned land for a specific purpose and length of time. Uses of state owned land subject to an easement include, but are not limited to, gas, electric and communication lines (including fiber optic cables); water supply pipelines and ditches, canals and flumes; innerducts and conduits for cables; sewer, storm and cooling water

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lines; bridges, skylines and logging lines; roads and trails; and railroad and light track.

Oregon Department of State Lands
Land Management, Waterway Leasing and Ownership
775 Summer St. NE, Suite 100
Salem, Oregon 97301
Phone: (503) 986-5200
Website: <http://www.oregon.gov/dsl/WW/Pages/Waterways.aspx>

Oregon Parks and Recreation Department

The Oregon Parks and Recreation Department administers several grant programs including the Federal Land and Water Conservation Fund, Local Government, and Recreation Trails grants.

Local Government Grants

These grants provide for the acquisition, development, and rehabilitation of park and recreation areas and facilities. OPRD gives more than \$4 million annually to Oregon communities for outdoor recreation projects, and has awarded nearly \$40 million in grants across the state since 1999.

Jan Hunt
Recreation Grant and Community Program Manager
Oregon Parks and Recreation Department
Grants & Community Programs Division
725 Summer Street NE
Salem OR 97301
Phone: (503) 986-0772
E-mail: jan.l.hunt@oregon.gov
Website: www.oregon.gov/OPRD/GRANTS/local.shtml

Recreation Trail Grants

The Oregon Parks and Recreation Department accepts applications for Recreation Trial Program (RTP) grants every year for recreational trail-related projects, such as hiking, running, bicycling, off-road motorcycling, and all-terrain vehicle riding. Grant recipients are required to provide a minimum of 20 percent in matching funds. Funding is divided into 30% motorized trail use, 30% non-motorized trail use and 40% diverse trail use. Project sponsors provide at least 20% of the projects total costs.

Jodi Bellefeuille
Recreation Trails Program Grants
Oregon Parks and Recreation Department
Grants & Community Programs Division
725 Summer Street NE
Salem OR 97301

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Phone: (503) 986-0716
E-mail: rtp.grantprogram@oregon.gov
Website: www.oregon.gov/OPRD/GRANTS/trails.shtml

Oregon Watershed Enhancement Board

The Oregon Watershed Enhancement Board (OWEB) administers a grant program that awards more than \$20 million annually to support voluntary efforts by Oregonians seeking to create and maintain healthy watersheds. Small grants are available for opportunities for learning about watershed concepts (education/outreach). Watershed education could be incorporated into a parks or trail systems.

Kathy Leopold
Oregon Watershed Enhancement Board
Small Grants Coordinator
775 Summer St NE
Salem OR 97301
Phone: (503) 986-0187
E-mail: kathy.leopold@oregon.gov
Website: www.oweb.state.or.us

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PROJECT 1
POND PERIMETER PATH

ITEM	QTY	UNIT	UNIT COST	TOTAL COST	NOTES
DIRECT CONSTRUCTION COSTS					
Demolition - General	1	LS	\$ 62,583	\$ 62,583	inc. invasive removal
Demolition - Concrete Log Dump	1	LS	\$ 15,000	\$ 15,000	
Earthwork	1	LS	\$ 43,067	\$ 43,067	
Pervious Asphalt Path	96900	SF	\$ 2.84	\$ 274,999	base rock included
Bridge	1	LS	\$ 60,000	\$ 60,000	bridge over outfall
Restoration	4.4	AC	\$ 6,500	\$ 28,919	
Interpretive Signage	1	AL	\$ 5,000	\$ 5,000	
Estimated Direct Construction Cost (DCC)				\$ 489,567	
INDIRECT CONSTRUCTION COSTS					
General Requirements	@	10%	\$ 48,957		
Bonds & Insurance	@	2%	\$ 9,791		
Contractor Fee	@	6%	\$ 29,374		
Estimated Indirect Construction Cost (ICC)				\$ 88,122	
TOTAL ESTIMATED BID COST (DCC + ICC)				\$ 577,689	
OWNER COSTS					
Design Fees	@	7%	\$ 34,270		
Design Contingency	@	10%	\$ 48,957		
Permits & Administration	@	5%	\$ 24,478		
Escalation (2018, 2019)	@	2%	\$ 19,779		
Estimated Owner Soft Cost (OSC)				\$ 127,483	
TOTAL ESTIMATED PROJECT COST (DCC + ICC + OSC)				\$ 705,172	

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PROJECT 2A

SOUTHEAST COMMUNITY PARK - PHASE 1

ITEM	QTY	UNIT	UNIT COST	TOTAL COST	NOTES
DIRECT CONSTRUCTION COSTS					
Demolition	1	LS	\$ 62,391	\$ 62,391	
Earthwork	1	LS	\$ 71,111	\$ 71,111	
Asphalt Parking	22200	SF	\$ 3.76	\$ 83,509	base rock included
Asphalt Paths	13122	SF	\$ 2.84	\$ 37,240	base rock included
Concrete Stairs	1	LS	\$ 23,950	\$ 23,950	incl. railing and base
Site Utilities	1	AL	\$ 80,000	\$ 80,000	power, water, sanitary
Benches	14	LS	\$ 1,500	\$ 21,000	
Bicycle Racks	8	EA	\$ 350	\$ 2,800	
Restroom	1	EA	\$ 125,000	\$ 125,000	
Double Gate	1	EA	\$ 8,760	\$ 8,760	lover type, 14'w
Estimated Direct Construction Cost (DCC)				\$ 515,761	
INDIRECT CONSTRUCTION COSTS					
General Requirements	@	10%	\$ 51,576		
Bonds & Insurance	@	2%	\$ 10,315		
Contractor Fee	@	6%	\$ 30,946		
Estimated Indirect Construction Cost (ICC)				\$ 92,837	
TOTAL ESTIMATED BID COST (DCC + ICC)				\$ 608,598	
OWNER COSTS					
Design Fees	@	8%	\$ 41,261		
Design Contingency	@	10%	\$ 51,576		
Permits & Administration	@	5%	\$ 25,788		
Escalation (2018, 2019)	@	2%	\$ 20,837		
Estimated Owner Soft Cost (OSC)				\$ 139,462	
TOTAL ESTIMATED PROJECT COST (DCC + ICC + OSC)				\$ 748,059	

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PROJECT 2B

SOUTHEAST COMMUNITY PARK - PHASE 2

ITEM	QTY	UNIT	UNIT COST	TOTAL COST	NOTES
DIRECT CONSTRUCTION COSTS					
Asphalt Parking	14800	SF	\$ 3.76	\$ 55,672	base rock included
Asphalt Paths	8748	SF	\$ 2.84	\$ 24,827	base rock included
Concrete Edge	1850	LF	\$ 6.00	\$ 11,100	surrounding playground
Nature Play Equipment	1	AL	\$ 50,000	\$ 50,000	
Nature Play Surfacing - Engineered Wood Fiber	200	CY	\$ 85.00	\$ 17,000	base rock included
Lawn	85000	SF	\$ 1.44	\$ 122,463	inc. temp. irrigation
Restoration	3.4	AC	\$ 6,500	\$ 22,383	no irrigation
Plantings	1000	SF	\$ 8.24	\$ 8,241	inc. temp. irrigation
Picnic Shelter - small	1	EA	\$ 15,000	\$ 15,000	
Estimated Direct Construction Cost (DCC)				\$ 326,686	
INDIRECT CONSTRUCTION COSTS					
General Requirements	@	10%	\$ 32,669		
Bonds & Insurance	@	2%	\$ 6,534		
Contractor Fee	@	6%	\$ 19,601		
Estimated Indirect Construction Cost (ICC)				\$ 58,803	
TOTAL ESTIMATED BID COST (DCC + ICC)				\$ 385,489	
OWNER COSTS					
Design Fees	@	8%	\$ 26,135		
Design Contingency	@	10%	\$ 32,669		
Permits & Administration	@	5%	\$ 16,334		
Escalation (2018, 2019)	@	2%	\$ 13,198		
Estimated Owner Soft Cost (OSC)				\$ 88,336	
TOTAL ESTIMATED PROJECT COST (DCC + ICC + OSC)				\$ 473,825	

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PROJECT 2C

SOUTHEAST COMMUNITY PARK - PHASE 3

ITEM	QTY	UNIT	UNIT COST	TOTAL COST	NOTES
DIRECT CONSTRUCTION COSTS					
Nature Play Equipment	1	AL	\$ 50,000	\$ 50,000	
Nature Play Surfacing - Engineered Wood Fiber	150	CY	\$ 85.00	\$ 12,750	base rock included
Art Installation	1	AL	\$ 5,000	\$ 5,000	
Amphitheater Stage	1	EA	\$ 30,000	\$ 30,000	
Monument Sign	1	EA	\$ 10,000	\$ 10,000	
Picnic Shelter - large	1	EA	\$ 90,000	\$ 90,000	
Picnic Shelter - small	1	EA	\$ 15,000	\$ 15,000	
Interpretive Signage	1	AL	\$ 5,000	\$ 5,000	
Estimated Direct Construction Cost (DCC)				\$ 217,750	
INDIRECT CONSTRUCTION COSTS					
General Requirements	@	10%	\$ 21,775		
Bonds & Insurance	@	2%	\$ 4,355		
Contractor Fee	@	6%	\$ 13,065		
Estimated Indirect Construction Cost (ICC)				\$ 39,195	
TOTAL ESTIMATED BID COST (DCC + ICC)				\$ 256,945	
OWNER COSTS					
Design Fees	@	8%	\$ 17,420		
Design Contingency	@	10%	\$ 21,775		
Permits & Administration	@	5%	\$ 10,888		
Escalation (2018, 2019)	@	2%	\$ 8,797		
Estimated Owner Soft Cost (OSC)				\$ 58,880	
TOTAL ESTIMATED PROJECT COST (DCC + ICC + OSC)				\$ 315,825	

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PROJECT 3

NORTH FRONTAGE

ITEM	QTY	UNIT	UNIT COST	TOTAL COST	NOTES
DIRECT CONSTRUCTION COSTS					
Demolition	1	LS	\$ 51,993	\$ 51,993	
Earthwork	1	LS	\$ 34,533	\$ 34,533	
Asphalt Parking	67500	SF	\$ 3.76	\$ 253,877	
Restoration	3.3	AC	\$ 6,500	\$ 21,637	
Tree Plantings	25	EA	\$ 250.00	\$ 6,250	
Fishing Pier	1	EA	\$ 60,000	\$ 60,000	
Boat Launch	1	AL	\$ 150,000	\$ 150,000	
Bicycle Racks	2	EA	\$ 350	\$ 700	
Benches	2	EA	\$ 1,500	\$ 3,000	
Restroom Enclosure	1	EA	\$ 15,000	\$ 15,000	
Kiosk	2	EA	\$ 8,500	\$ 17,000	
Monument Sign	1	EA	\$ 10,000	\$ 10,000	
Art Installation	1	AL	\$ 5,000	\$ 5,000	
Interpretive Signage	1	AL	\$ 5,000	\$ 5,000	
Double Gate	2	EA	\$ 8,760	\$ 17,520	lover type, 14'w
Estimated Direct Construction Cost (DCC)				\$ 651,510	
INDIRECT CONSTRUCTION COSTS					
General Requirements	@	10%	\$ 65,151		
Bonds & Insurance	@	2%	\$ 13,030		
Contractor Fee	@	6%	\$ 39,091		
Estimated Indirect Construction Cost (ICC)				\$ 117,272	
TOTAL ESTIMATED BID COST (DCC + ICC)				\$ 768,781	
OWNER COSTS					
Design Fees	@	8%	\$ 52,121		
Design Contingency	@	10%	\$ 65,151		
Permits & Administration	@	5%	\$ 32,575		
Escalation (2018, 2019)	@	2%	\$ 26,321		
Estimated Owner Soft Cost (OSC)				\$ 176,168	
TOTAL ESTIMATED PROJECT COST (DCC + ICC + OSC)				\$ 944,950	

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PROJECT 4

WEST HILLSIDE

ITEM	QTY	UNIT	UNIT COST	TOTAL COST	NOTES
DIRECT CONSTRUCTION COSTS					
Native Tertiary Paths	21226	SF	\$ 0.50	\$ 10,613	
Restoration	17.2	AC	\$ 2,500	\$ 43,044	
Benches	3	EA	\$ 1,500	\$ 4,500	
Picnic Table	2	EA	\$ 1,500	\$ 3,000	
Interpretive Signage	1	AL	\$ 5,000	\$ 5,000	
Estimated Direct Construction Cost (DCC)				\$ 66,157	
INDIRECT CONSTRUCTION COSTS					
General Requirements	@	10%	\$ 6,616		
Bonds & Insurance	@	2%	\$ 1,323		
Contractor Fee	@	6%	\$ 3,969		
Estimated Indirect Construction Cost (ICC)				\$ 11,908	
TOTAL ESTIMATED BID COST (DCC + ICC)				\$ 78,065	
OWNER COSTS					
Design Fees	@	5%	\$ 3,308		
Design Contingency	@	10%	\$ 6,616		
Permits & Administration	@	5%	\$ 3,308		
Escalation (2018, 2019)	@	2%	\$ 2,673		
Estimated Owner Soft Cost (OSC)				\$ 15,904	
TOTAL ESTIMATED PROJECT COST (DCC + ICC + OSC)				\$ 93,969	

**FORD'S POND MASTER PLAN
CITY OF SUTHERLIN**

BASED ON OVERALL SITE PLAN AND SE COMMUNITY PARK PLAN

October 5, 2017

PROJECT 5

SECONDARY TRAILS

ITEM	QTY	UNIT	UNIT COST	TOTAL COST	NOTES
DIRECT CONSTRUCTION COSTS					
Demolition	1	LS	\$ 25,482	\$ 25,482	
Earthwork	1	LS	\$ 22,012	\$ 22,012	
Crushed Rock Paths	21225.6	SF	\$ 1.25	\$ 26,532	
Restoration	2.9	AC	\$ 6,500	\$ 19,004	
Viewing Platform	2	EA	\$ 12,000	\$ 24,000	
Bird Blind	2	EA	\$ 6,000	\$ 12,000	
Picnic Shelter	1	EA	\$ 15,000	\$ 15,000	
Benches	8	EA	\$ 1,500	\$ 12,000	
Interpretive Signage	1	AL	\$ 5,000	\$ 5,000	
Estimated Direct Construction Cost (DCC)				\$ 161,030	
INDIRECT CONSTRUCTION COSTS					
General Requirements	@	10%	\$ 16,103		
Bonds & Insurance	@	2%	\$ 3,221		
Contractor Fee	@	6%	\$ 9,662		
Estimated Indirect Construction Cost (ICC)				\$ 28,985	
TOTAL ESTIMATED BID COST (DCC + ICC)				\$ 190,016	
OWNER COSTS					
Design Fees	@	5%	\$ 8,052		
Design Contingency	@	10%	\$ 16,103		
Permits & Administration	@	5%	\$ 8,052		
Escalation (2018, 2019)	@	2%	\$ 6,506		
Estimated Owner Soft Cost (OSC)				\$ 38,712	
TOTAL ESTIMATED PROJECT COST (DCC + ICC + OSC)				\$ 228,727	

**FORD'S POND MASTER PLAN
CITY OF SUTHERLIN**

BASED ON OVERALL SITE PLAN AND SE COMMUNITY PARK PLAN

October 5, 2017

PROJECT 6

WETLAND ENHANCEMENT						
ITEM	QTY	UNIT	UNIT COST	TOTAL COST	NOTES	
DIRECT CONSTRUCTION COSTS						
Boardwalk	2554	SF	\$ 80	\$ 204,320		
Viewing Platform	2	EA	\$ 12,000	\$ 24,000		
Art Installation	1	EA	\$ 5,000	\$ 5,000		
Wetland Enhancement	4.2	AC	\$ 20,000	\$ 84,940		
Interpretive Signage	1	AL	\$ 10,000	\$ 10,000		
Estimated Direct Construction Cost (DCC)				\$ 328,260		
INDIRECT CONSTRUCTION COSTS						
General Requirements	@	10%	\$ 32,826			
Bonds & Insurance	@	2%	\$ 6,565			
Contractor Fee	@	6%	\$ 19,696			
Estimated Indirect Construction Cost (ICC)				\$ 59,087		
TOTAL ESTIMATED BID COST (DCC + ICC)				\$ 387,347		
OWNER COSTS						
Design Fees	@	8%	\$ 26,261			
Design Contingency	@	10%	\$ 32,826			
Permits & Administration	@	5%	\$ 16,413			
Escalation (2018, 2019)	@	2%	\$ 13,262			
Estimated Owner Soft Cost (OSC)				\$ 88,762		
TOTAL ESTIMATED PROJECT COST (DCC + ICC + OSC)				\$ 476,109		

APPENDIX 10: SUSTAINABILITY CRITERIA CHECKLIST

A95

Project Name:	FORD'S POND MASTER PLAN	Date:	10/5/2017
Job #:	1709G	Reviewer:	CGM
Client Info:	CITY OF SUTHERLIN	Design Stage:	Master Plan
Document:	CONCEPTUAL MASTER PLAN	Design Category:	Conceptual Design

DESCRIPTION:

These standards are developed from recommendations contained in the Oregon Parks and Recreation Department's, "Developing Sustainable park Systems in Oregon." This document was included as Appendix D. to the 2013-2017 Oregon Statewide Comprehensive Outdoor Recreation Plan. The guidelines are modified to ensure they are relevant to the project.

Some of these criteria are addressed during the master planning phase of the project, however the majority of the criteria will be addressed during design. Comments are included to define how the criteria is/could be met or why the criteria is not addressed at all.

STANDARD #	CRITERIA	TO BE ADDRESSED IN:		NOT ADDRESSED	COMMENTS
		MASTER PLAN	DESIGN DEVELOPMENT		
DESIGN					
1	Restore habitat and maximize open space.	X			Park improvements are consolidated in one central locations within the park, consisting of approx. 5 acres. The remaining 104 acres are be left as natural area to be managed and restored by the City and Friend's of Ford's Pond.
2	Design for alternative transportation including bicycle storage and plug-in facilities for electric vehicles. Provide marked spots to encourage carpooling.			X	
3	Consider issues regarding the lifecycle of materials in order to ensure most appropriate and least impactful selection.		X		
4	Design buildings and park features to incorporate and use renewable energy.		X		Consider for lighting and restroom facilities.
5	Design water efficient, low maintenance landscaping.		X		
6	Design landscaping first utilizing native plants and then considering other appropriate drought resistant species.		X		
7	Evaluate the feasibility of greywater collection and use for landscape irrigation.			X	Picnic and restroom structures are currently the only proposed, roofed structures onsite. Due to their limited size graywater collection for reuse is not feasible.
8	Design to encourage and permit the collection of recyclables.		X		Coordinate with City to locate recycling receptacles to be located at key, easy to access locations at the park.
9	Reduce light pollution.		X		Limit lighting in the park to locations only required for safety.
SITE					
10	Early in the siting process carry out a careful site evaluation: solar access, soils, vegetation, important natural areas, etc.	X			
11	Provide for erosion and sedimentation control during all phases of the project.		X		Provide sediment and erosion control plan for construction.
12	Manage storm water on site and provide responsible on-site water management.		X		
13	Control and manage known invasive plants found on site.		X		Address removal of invasive species/noxious weeds in project design specifications.
15	Leave the most pristine areas untouched, and look for areas that have been previously damaged to build on.	X		X	Areas with steep slopes or sensitive habitat were identified during the master planning process. No new improvements are proposed in these areas.
16	Seek to restore or mitigate damaged ecosystems.		X		Specify restoration of areas impacted during development.
17	Minimize automobile dependence and locate park and recreation facilities to provide access to public transportation, bicycle paths, and walking access to basic services. Provide for site accessibility, safety, and wayfinding.	X	X	X	There is currently no bus service provided to Ford's Pond. Bicycle and Pedestrian improvements will be made throughout the park. Trails to be designed to accommodate safe and accessible routes to key features in the park and to neighboring school properties. Wayfinding to be considered and included in the design development phases of the project. The City will be updating their Transportation System Plan and expansion of the UTrans bus system may be considered.
18	Locate park buildings to minimize environmental impact.	X	X		Restrooms and shelters are sited at locations requiring minimal amounts of grading and routing of new utilities.
19	Provide outdoor spaces for social interaction and opportunities for outdoor physical activity.	X	X		
MATERIALS AND LANDSCAPING					
20	Utilize water-efficient landscaping.		X		
21	Increase the number of native trees onsite		X		
22	Install centrally controlled irrigation system.			X	
23	Prioritize use of impervious surfaces	X	X		Impervious surfaces will only be used in select, necessary locations to support: limited service vehicle access, small parking facility, and some recreation improvements.

Project Name:	FORD'S POND MASTER PLAN	Date:	10/5/2017
Job #:	1709G	Reviewer:	CGM
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STANDARD #	CRITERIA	TO BE ADDRESSED IN:		NOT ADDRESSED	COMMENTS
		MASTER PLAN	DESIGN DEVELOPMENT		
24	Use durable products and building materials which have a record of longer life and reduced maintenance costs.		X		Select long life and vandal-proof materials for all built features and amenities provided in park, including: shelters, play equipment, kiosks, benches, tables, etc.
25	Where possible, select building materials that will require little maintenance (painting, retreatment, waterproofing, etc.), or whose maintenance will have minimal environmental impact.		X		Consider for all built features and amenities provided in park, including: shelters, play equipment, kiosks, benches, tables, etc.
26	To reduce transportation costs and energy use and pollution generation first look to purchase locally or state-wide rather than materials and products imported to the area.		X		
27	Where possible use building products made from recycled materials.		X		
28	Avoid materials that will off gas pollutants such as solvent based finishes, adhesives, carpeting, particle board, and many other building products that release formaldehyde and volatile organic compounds into the air.		X		
29	Use lumber from independently certified well-managed forests. Avoid lumber products produced from old growth timber when acceptable alternative exist. Such as engineered wood which can be substituted for old growth Douglas fir.		X		
30	Minimize use of pressure treated lumber.		X		
31	Use detailing that will prevent soil contact and rot and where possible, use alternatives such as recycled plastic lumber.		X		
32	Install high efficiency and/or solar lights.		X		Provide minimal lighting overall. If lighting is required or desired at locations such as shelters, restrooms, or parking areas, provide high efficiency and/or solar options that produce minimal light pollution.
JOBSITE AND OPERATIONAL PRACTICES					
33	Protect trees and topsoil during site work by fencing of the drip line around them.		X		Provide Tree Protection Plan
34	Avoid use of pesticides and other chemicals that may leach into the groundwater.		X	X	To be specified during design development. Future management to be conducted by City and Friend's of Ford's Pond.
35	Minimize job site waste.		X		Grade site to balance cut/fill as best possible. Master Plan utilizes over-burden from another City project.
36	Find out where different materials can be taken for recycling, and educate workers about recycling procedures. Donate salvaged materials to low-income housing projects, theater groups, etc.			X	No materials currently exist on site.
37	Recycle organic matter generated during site operations and maintenance.	X	X		Use trees or other on site material for construction of Nature Play Areas.



City of Sutherlin

STAFF REPORT					
Re: Nellies Deli + Tap House Application – 667 E Central Ave				Meeting Date:	12/11/2017
Purpose:	Action Item <input checked="" type="checkbox"/>	Workshop <input type="checkbox"/>	Report Only	Discussion <input type="checkbox"/>	Update <input type="checkbox"/>
Submitted By: Troy A. Mills, Chief of Police				City Manager Review	<input type="checkbox"/>
Attachments: Application					

WHAT IS BEING ASKED OF COUNCIL?

Nellies Deli + Tap House have made application, under the requirements of the Oregon Liquor Control Commission (OLCC), for a “Limited On-Premises Sales License” of alcoholic beverages at 667 E Central Ave. This request is the result of a change of business location within the City of Sutherlin. The individuals applying for the license are Janelle L. Edelman and David L. Edelman.

EXPLANATION

The police department has found no information that would be viewed as disqualifying by the Oregon Liquor Control Commission (OLCC).

OPTIONS

- 1) Provide OLCC a recommendation that this license be approved and granted for “Limited On-Premises Sales” to Nellies Deli + Tap House with the listed owner(s) shown as Janelle L. Edelman and David L. Edelman.
- 2) Provide OLCC a recommendation that this license not be approved or granted for “Limited On-Premises Sales” to Nellies Deli + Tap House with the listed owner(s) shown as Janelle L. Edelman and David L. Edelman.

SUGGESTED MOTION(S)

None



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

LICENSE FEE: Do not include the license fee with the application (the license fee will be collected at a later time).

APPLICATION: Application is being made for:

- ☐ Brewery
☐ Brewery-Public House
☐ Distillery
☐ Full On-Premises, Commercial
☐ Full On-Premises, Caterer
☐ Full On-Premises, Passenger Carrier
☐ Full On-Premises, Other Public Location
☐ Full On-Premises, Nonprofit Private Club
☐ Full On-Premises, For-Profit Private Club
☐ Grower Sales Privilege
☒ Limited On-Premises
☐ Off-Premises
☐ Off-Premises with Fuel Pumps
☐ Warehouse
☐ Wholesale Malt Beverage & Wine (WMBW)
☐ Winery

CITY AND COUNTY USE ONLY

Date application received 12/1/2017Name of City or County City of SutherlinRecommends this license be ☐ Granted ☐ Denied

By _____

Date _____

OLCC USE

Application received by _____

Date _____

License Action: _____

1. LEGAL ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license:

Applicant #1

JANELLE L. EDELMAN

Applicant #2

DAVID L. EDELMAN

Applicant #3

Applicant #4

2. Trade Name of the Business (the name customers will see):

NELLIES DELI & TAP HOUSE

3. Business Location: Number and Street 667 E. CENTRAL AVECity SUTHERLINCounty DOUGLASZIP 974794. Is the business at this location currently licensed by the OLCC? ☐ Yes ☒ No5. Mailing Address (where the OLCC will send your mail): 16825 NONPAREIL RD

PO Box, Number, Street, Rural Route

City SUTHERLINState ORZIP 974796. Phone Number of the Business Location: 541.459.44957. Contact Person for this Application: JName JANELLE EDELMANPhone Number 541.530.3372

Mailing Address, City, State, ZIP

16825 NONPAREIL RD SUTHERLIN OR 97479Email janelle.edelman31@gmail.com

I understand that marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is prohibited on the licensed premises.

Signature of Applicant #1

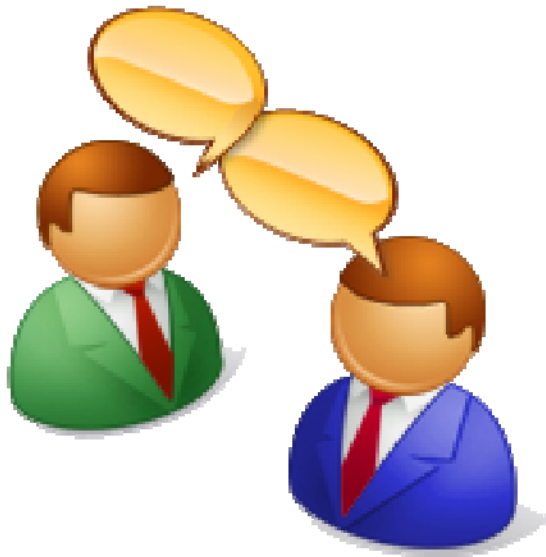
Signature of Applicant #2

Signature of Applicant #3

Signature of Applicant #4



COUNCIL COMMENTS





REPORTS





126 E. Central Avenue
Sutherlin, OR 97479
541-459-2856
Fax: 541-459-9363
www.cityofsutherlin.com

City of Sutherlin

STAFF REPORT					
Re: Wastewater Treatment Plant Bidding and Construction Schedule				Meeting Date:	12-11-17
Purpose:	Action Item <input type="checkbox"/>	Workshop <input type="checkbox"/>	Report Only <input type="checkbox"/>	Discussion <input type="checkbox"/>	Update <input checked="" type="checkbox"/>
Submitted By: Brian Elliott, Community Development Director				City Manager Review	<input checked="" type="checkbox"/>
Attachments: Wastewater Treatment Plant Schedule					

WHAT IS BEING ASKED OF COUNCIL?

This staff report is to provide City Council with an update regarding the WWTP schedule.

EXPLANATION

On August 28, 2017, Staff presented an update to City Council regarding the Bidding and Construction schedule for the WWTP. We are on schedule and will be going out to Bid late January or early February of 2018. Bids will be opened in March 2018 and if awarded by City Council on March 12, 2018. The successful contractor will be notified on March 13, 2018 and construction would start on April 16, 2018. Final Completion-Initiation of Operation will be October 7, 2019. After one year of Operation, City of Sutherlin will submit the performance evaluation to DEQ.

OPTIONS

Not Applicable

SUGGESTED MOTION(S)

None

CITY OF SUTHERLIN
PROPOSED MAO WASTEWATER TREATMENT PLANT SCHEDULE
(Revised Schedule September 6, 2017)

60% Design Documents Submitted to DEQ	December 31, 2016
60% Design Review Meeting	January 25, 2017
90% Design Documents Submitted to DEQ	April 3, 2017
90% Design Review Meeting	May 2, 2017
Submit Final Bid Plans & Specifications to DEQ	August 23, 2017
Receive Plan Approval Letter from DEQ	January 10, 2018
Advertise for Bid	February 2, 2018
Open Bids	March 2, 2018
Council Meeting – Award Bid	March 12, 2018
Start Construction	April 16, 2018
Substantial Completion of Treatment System-Class A Effluent	March 15, 2019
Final Completion-Initiation of Operation	October 7, 2019
Submit Performance Evaluation Report to DEQ	October 7, 2020



*Strategic Plan
Updates*



126 E. Central Avenue
Sutherlin, OR 97479
541-459-2856
Fax: 541-459-9363
www.cityofsutherlin.com

City of Sutherlin

STAFF REPORT					
Re: N. Comstock Project Update				Meeting Date:	12-11-17
Purpose:	Action Item	Workshop	Report Only x	Discussion x	Update x
Submitted By: Aaron Swan, Public Works Superintendent				City Manager Review	
Attachments: None					

EXPLANATION

Douglas County has completed the North Comstock Street improvement project. This will be a report on that project including the upcoming process of paying our share with exchange funds and taking over jurisdiction of the improved section.

OPTIONS

None

SUGGESTED MOTION(S)

None



PUBLIC COMMENT





ADJOURNMENT





Executive Session





FOR YOUR INFORMATION



STRATEGIC PLAN - ACCOUNTABILITY BENCHMARKS

MONTH	DEPT	GOAL	ACTION	✓
FEB 2017				
02/27/17	CDD/Planning	Strengthen Building Development Code - Zone Restrictions	Establish methodology and timeline, report to Council-Workshop	✓
02/27/17	CDD/Planning	Strengthen Building Development Code - Zone Restrictions	Draft Development Code language, present to Planning Comm for review and recommendations to Council	✓
02/27/17	CDD/Planning	Dev. Code Updates & Mixed Use Zone	Present to Council-Workshop	✓
MAR 2017				
03/13/17	CDD/Planning	Strengthen Building Development Code - Zone Restrictions	Present to Council for adoption	✓
03/27/17	Finance	Enact a Court Fine Amnesty Program	Report to Council - Email to Council	
03/27/17	PW/WWTR	Establish and implement plan to assume full responsibility for city-wide STEP System inspection	Report to Council - Workshop 4/24/17	✓
03/27/17	City Mgr/Admin	Business Licenses & Building Safety Inspection	Establish methodology and timeline and report to Council-Workshop - 4/10/17	✓
APR 2017				
04/10/17	Finance	Develop long-term facility & physical asset equipment replacement reserve	Report to Council - Email to Council	✓
04/10/17	PW/WWTR	Establish/implement plan to assume full responsibility for STEP system inspection	Report to Council - 4/24/17 Workshop	✓
04/10/17	City Mgr/Admin	Business Licenses & Building Safety Inspection	Research options & report to Council - Workshop	✓
04/24/17	Fire	Emergency Operations Center-Public Safety Building/City Hall	Establish methodology and timeline-report to Council	✓
MAY 2017				
05/08/17	Fire	Upgrade Fire Equipment	Establish methodology and timeline and report to Council - Discuss during Budget Process - 4/17/17	✓
05/22/17	PW/WWTR	Wastewater system improvement SBR Pre-load	Council Approval - 5/8/17	✓
JUN 2017				
06/12/17	City Mgr/Admin	CBA-AFSCME	Present to Council - 4/10/17	✓
06/26/17	PW/WWTR	14" Sanitary Sewer Forcemain	Report to Council	✓
JUL 2017				
07/24/17	CDD/Eng	Develop solutions to water storage deficiencies for new dev	Establish methodology and timeline and report to Council	✓
07/24/17	Finance	Examine SDC Rates	Establish methodology and timeline and report to Council	✓
AUG 2017				
08/28/17	CDD/Econ Dev (8/28 & 9/11 Packet)	Clean-up deteriorated properties in Sutherlin especially along Central Ave	Research ordinances used by other Oregon cities to present to Council	✓
08/28/17	PW Fac/Parks	Rehabilitation of Central Park Playground	Report to Council (Verbal)	✓
08/28/17	Police (8/28 & 9/11packet)	Develop a plan for improving Emergency Communications Infrastructure	Establish a methodology and timeline and report to Council	✓

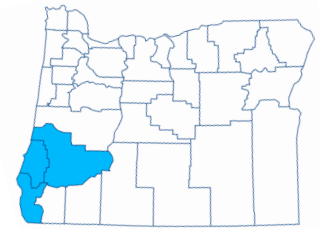
STRATEGIC PLAN - ACCOUNTABILITY BENCHMARKS

SEP 2017				
09/25/17 07/24/17	CDD/Eng	Develop solutions to water storage deficiencies for new dev	Establish methodology and timeline and report to Council	✓
OCT 2017				
10/23/17 (moved to Nov 2018)	Finance	Create Street Mgmt Masterplan w/funding options - (create after Central Ave project is completed - 2018)	Establish methodology and timeline and report to Council	
10/23/17 10/9/17	CDD/Planning	UBG land exchange/Expansion	Report to Council	✓
10/23/17	PW/Water	Update Water Master/Management & Conserv Plan	Report to Council - (WMP draft presented 8/28)	✓
NOV 2017				
11/13/17	Finance	Earn a clean Audit	Accept financials -present to Council	✓
11/13/17	Finance	Create long-term budget forecast	Report to Council - FYI in Council Pkt	✓
11/13/17	PW Fac/Parks	Ford's Pond Outdoor Activity Development and Restoration Plan	Present final report to Council	✓
11/13/17	PW/Water	Water Rights, Water Agreement Review and Implementation	Report to Council - FYI in Council Pkt	✓
11/13/17	PW/WWTR	Recycled Water Reuse Plan Update	Report to Council - FYI in Council Pkt	✓
11/13/17	PW/WWTR	NPDES Permit Renewal	Report to Council - FYI in Council Pkt	✓
11/13/17	PW Fac/Streets	Central Avenue & Downtown Improvements	Report to Council	✓
DEC 2017				
12/11/17	PW Fac/Streets	N. Comstock Project	Report to Council	✓
12/11/17	PW Fac/Parks	Ford's Pond Outdoor Activity Development and Restoration Plan	Report to Parks Advisory Committee and Council	✓
JAN 2018				
01/08/18	Fire	Emergency Operations Center	Report outcome to Council	
01/08/18	City Mgr/Admin	Continue working with volunteers in keeping library services in Sutherlin	Report to Council	
01/22/18	PW/Water	Schoon Mtn. Tank Upgrade	Establish timeline and report to Council	
01/22/18	PW/Water	Upper Umpqua Tank Upgrade	Establish methodology and timeline and report to Council	
01/22/18	CDD/Planning	Evaluate Industrial Lands - County and City	Establish permitted uses timeline & examine current contracts w/county - report to Council	
01/22/18	Police	Develop a plan for improving Emergency Communications Infrastructure	Develop a listing of possible solutions and report to Council	
12/11/17	Fire	Emergency Operations Center	Report outcome to Council	
FEB 2018				
02/12/18	PW Fac/Streets	Street Maintenance Management Plan	Present viable alternatives to Council	
MAR 2018				
03/12/18	PW Fac/Streets	Prioritize Street Overlay Projects	Present options to Council	
03/26/18	Finance	Examine SDC Rates	Develop new SDC matrix and present to Council-Workshop	
03/26/18	CDD/Eng	With ODOT, establish on/off ramp transportation plan at both exits	Provide report to Council-Workshop	

Southwestern Oregon Economic Indicators

November 2017 (October 2017 Data)

For data or publications on Southwestern Oregon, visit us at: QualityInfo.org

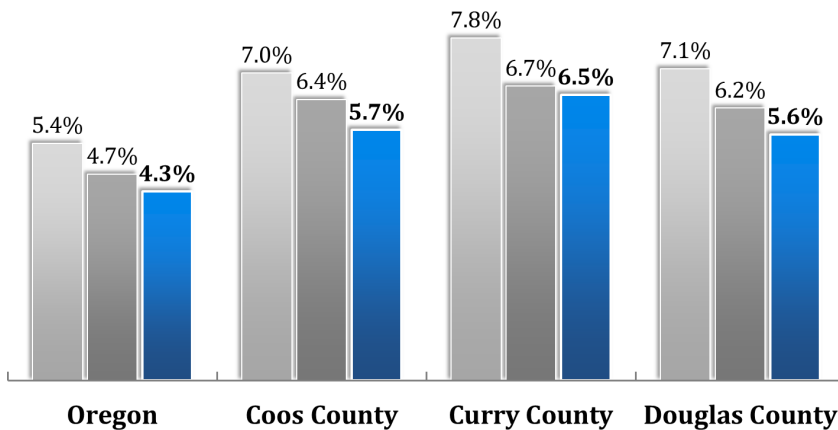


Local and State Unemployment Rates

(Seasonally-adjusted)

Source: Oregon Employment Department, LAUS

■ October 2015 ■ October 2016 ■ October 2017

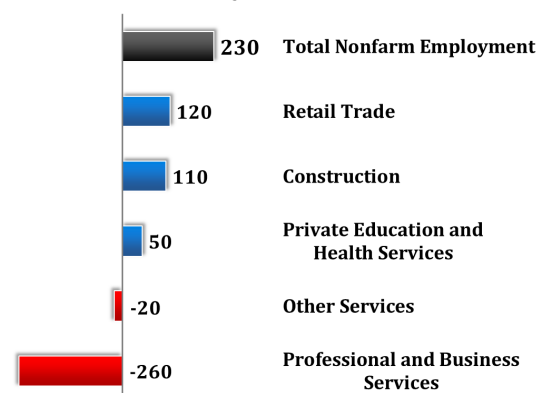


Industry Gains and Losses

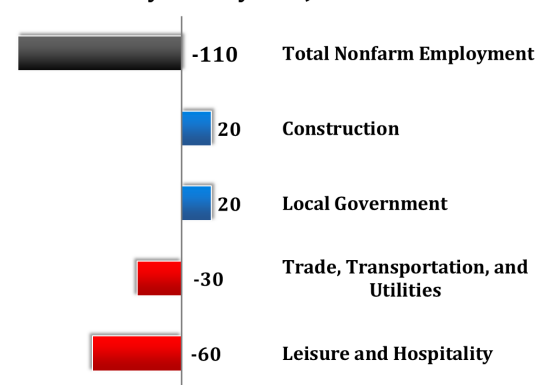
(Over-the-year net change in employment)

Source: Oregon Employment Department, CES

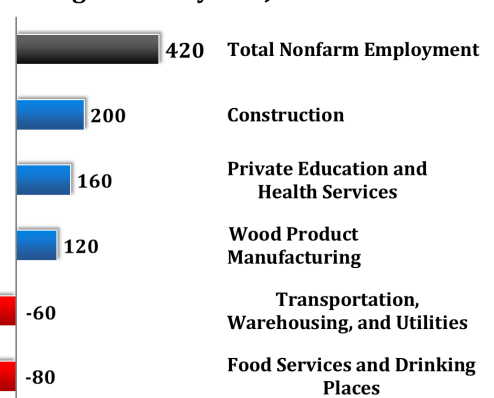
Coos County Net Job Growth



Curry County Net Job Growth



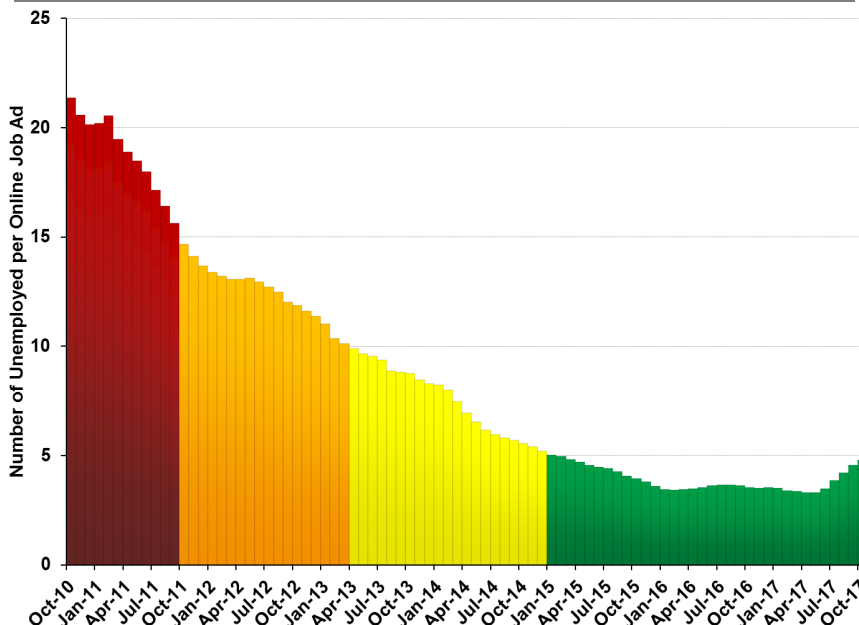
Douglas County Net Job Growth



Graph of the Month

Number of Unemployed per Online Job Ad: Douglas County

Source: OED, LAUS & The Conference Board Help Wanted OnLine®



When looking at unemployment rates over time, how do we know what a good or bad unemployment rate is? Is 5.6 percent good? Well, it hasn't been that low in Douglas County since we began producing local unemployment estimates back in 1990 (besides February 2017). But, if we compare the number of unemployed to the number of new online job ads it is a much more illustrative example of local labor market performance. Back in October of 2010 there were roughly 21 unemployed persons for every new online job ad in Douglas County. Today, this number is closer to a 5:1 ratio.

Diane Harris

From: Diane Harris
Sent: Wednesday, December 06, 2017 11:17 AM
To: 'Ashley KQEN News (ashley@bciradio.com)'; 'DC Commissioners'; KUGN; 'KYLE-KQUEN'; News Desk (newsdesk@nrtoday.com); 'Register Guard'; Roseburg Beacon; 'Vera Westbrook (vwestbrook@nrtoday.com)'
Subject: Public Meeting Notice
Attachments: CC DEC 11.17 Meeting.pdf

Good morning,
Please see attached Agenda for Sutherlin City Council's December 11th meeting.

Have a great day,

Diane Harris, CMC
City Recorder/HR Manager
City of Sutherlin
126 E Central
Sutherlin, OR 97479
(541) 459-2856 ext 207
d.harris@ci.sutherlin.or.us