



City of Eagle Point

Neighborhood Enhancement Commission

REGULAR MEETING MINUTES NOVEMBER 7, 2022

1. CALL TO ORDER – 6:00 P.M.

Douglas Detling, Chair, called the meeting to order at 6:00 p.m. in the Council Chambers.

Commission Members Present: Douglas Detling, Jean Jaeger, Patricia Jensen, Wyn Lewis, and Jessica Welch.

Staff Members Present: Aaron Prunty, City Administrator; Mike Upston, Community Development Director; and Cindy Hughes, City Recorder.

Guests: Melissa King, Budget Committee Member; and members of the public.

2. AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA.

There were no audience questions or comments.

3. CONSENT CALENDAR

3.1 Presentation of Regular Meeting Minutes of October 17, 2022.

Chair Detling announced the Consent Calendar. There being no discussion, Commissioner Lewis moved to approve the Consent Calendar. Commissioner Jaeger seconded the motion. There was no discussion following the motion. Roll call: Wyn Lewis, yes; Jessica Welch, yes; Jean Jaeger, yes; Patricia Jensen, yes, and Douglas Detling, yes. The motion passed unanimously.

4. OLD BUSINESS

4.1 Continued discussion regarding Parks Master Plan update and introduction of University of Oregon consultant team.

Mike Upston, Eagle Point's Community Development Director, introduced Aniko Drlik-Muehleck, project coordinator with the University of Oregon. Mr. Upston reported on the tour of Eagle Point earlier in the day with Ms. Drlik-Muehleck and Dean Lebret, Eagle Point's Public Works Operations Supervisor. Ms. Drlik-Muehleck reviewed the process overview in a PowerPoint presentation (Submission No. 1).

Ms. Drlik-Muehleck introduced herself and spoke about the University of Oregon Institute for Policy Research and Engagement. Commissioners and staff followed

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with brief introductions and shared ideas about parks in Eagle Point. Favorite parks included: Lucas Park, Little Butte Creek Park, Ponderosa Park, Mattie Brown Park, Chamberlain Park, Harnish Wayside Park, and Bob Moore Park. Activities in these parks ranged from reading and enjoying a quiet place for reflection to playing with dogs, youth activities, and community activities or special events with music or other entertainment.

Following introductions, Ms. Drlik-Muehleck discussed the planning process, engagement, community survey, and next steps to share the survey. Ms. Drlik-Muehleck discussed a goal of receiving 200-300 surveys and promoting with an incentive such as a gift card. Discussion also identified a wide range of ways to share the survey, such as: schools and youth groups, direct mailing to community, Golf Course Community Newsletter, Senior Center, Upper Rogue Independent, City's website, Utility Billing Newsletter, Friday Letter, Chamber of Commerce website, social media groups, Rotary Club, Women's Club, handing out to businesses, use of QR Code, and talking with people at parks.

There was additional discussion regarding:

- A good number of restrooms available at the established parks.
- Wetland areas, lagoon site, Highlands Park, and cemeteries including Mathews Pioneer Cemetery.
- Serving and attracting the population outside of city limits.
- 4th of July, farmers market, tree lighting ceremony.
- New developments to include parks.


5. ADJOURN

There being no further business, Chair Detling closed the meeting at 7:38 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Douglas Detling, Chair

Eagle Point Parks Master Plan

Process Overview with NEC
November 7, 2022

 UNIVERSITY OF
OREGON | Institute for Policy
Research and Engagement



Photo Credit: City of Eagle Point

Agenda

1

Introductions

2

Parks Planning Process

3

What does engagement look like?

4

Survey

5

Next Steps

Meeting Goals

By the end of this meeting, we will...

- ✓ Find shared expectations for the final Parks Master Plan
- ✓ Understand the plan development timeline
- ✓ Have a list of engagement ideas for overall plan development
- ✓ Have a list of engagement commitments for survey distribution
- ✓ Answer key questions about the survey draft that will help us finalize the survey

Introductions

1

Institute for Policy Research & Engagement

DUAL MISSION



Serving Oregon communities



Educating the next generation
of planners & policymakers

How do we achieve our mission?

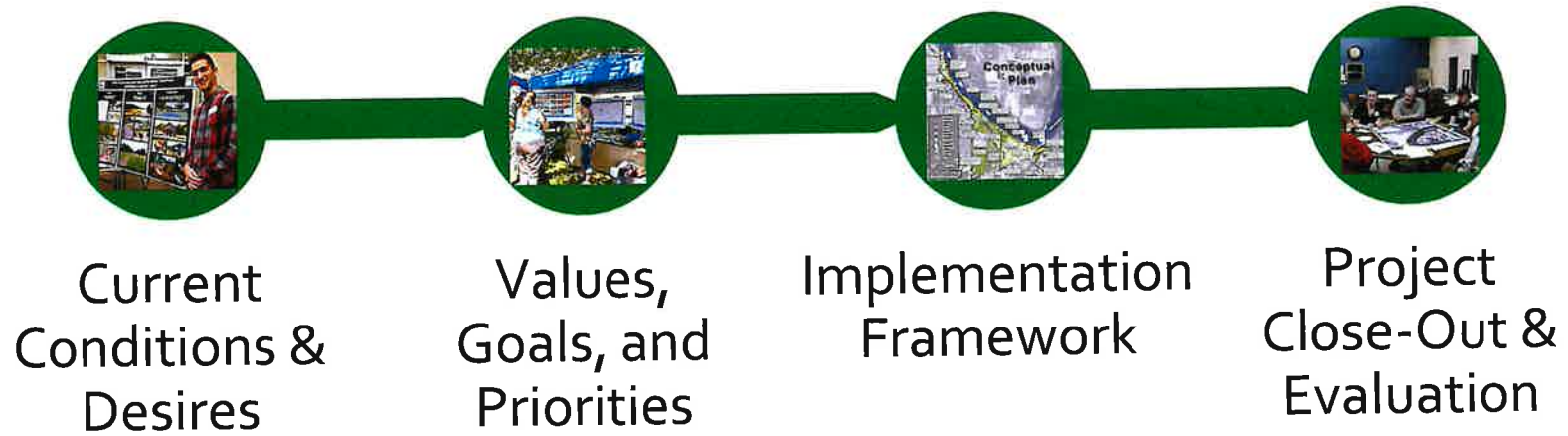
- ✓ Supporting communities' planning and policy needs
- ✓ Direct engagement of students



Parks Planning Process

2

Parks Planning Process



Current Conditions & Desires



What is the current state of the park system & what does the community want to see over the next 20 years?

- ✓ Site Visit
- ✓ Mapping/Inventory
- ✓ Condition Assessment
- ✓ Engagement – asking the community what they want!

Values, Goals, & Priorities



What goals and values should guide future park development? What improvements are a priority for the community?

- ✓ Refine existing plan goals and values
- ✓ Engagement – asking the community to prioritize improvements
- ✓ Determine high-level cost projections

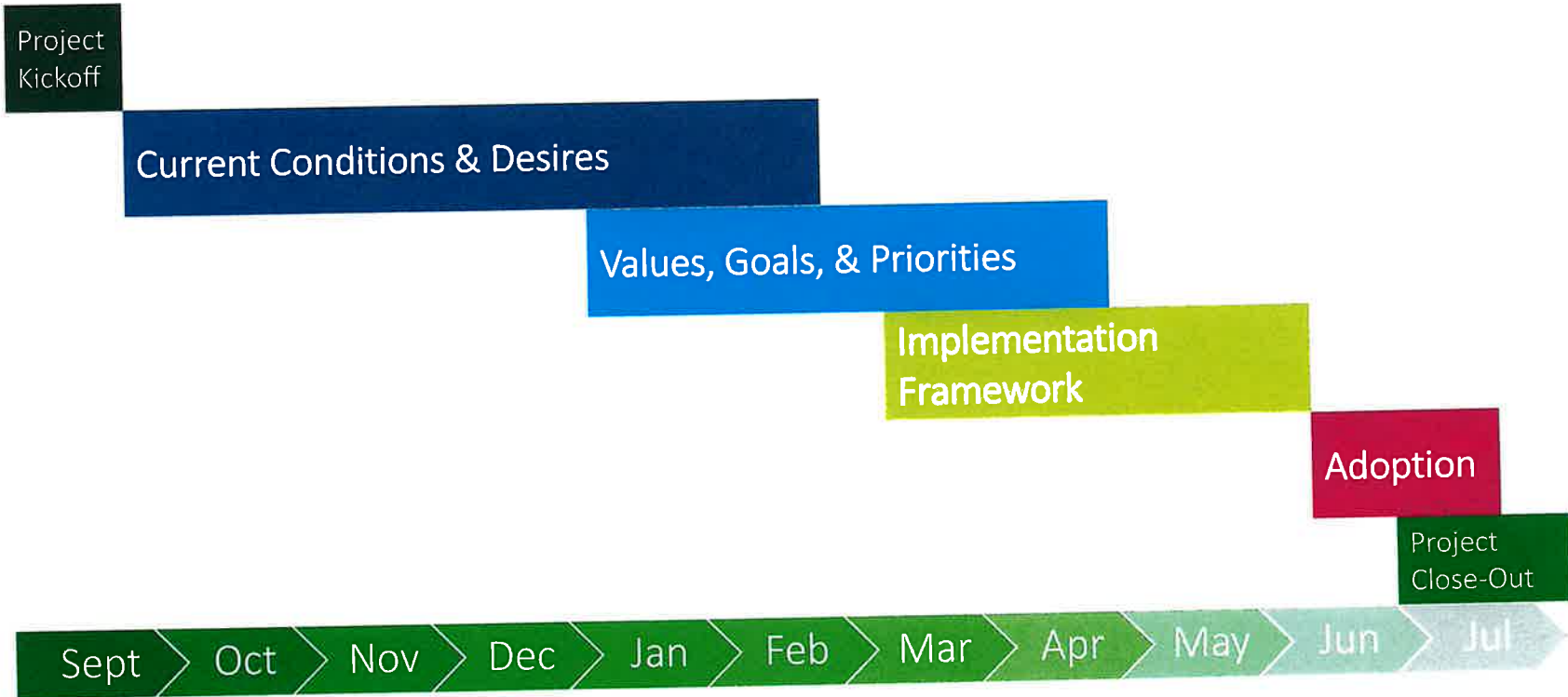
Project Close-Out



What did we learn? What remains to be done?

- ✓ Project debrief meeting to identify lessons-learned from the process

Timeline



Activity – 10min

Talk to your neighbor:

- ✓ What do you want from the process? If you were looking back over the project at the end, what would feel like an accomplishment in terms of how we ran the process? (ex. stronger relationships, more trust, etc.)
- ✓ How do you want the community to be stronger/better after the parks plan is complete?
- ✓ What changes for the community do you want to see because of the parks plan?

Your responses:

- People outside city limits, but in area: what interests would they have?
 - EVENTS! (music in the park, farmers market, etc.) → interest in building up programming capacity over time (building up volunteer capacity)
 - Maybe building up to staff overtime
 - There are lots of teens who live outside of city limits
- Engage folks who have specific interests: make sure to include them in the planning process
 - Ex. Dog park, skate park
- Solid implementation plan – clear phased approach
 - Want to be able to communicate to everyone; don't want to break promises
 - Practical, incremental so people see progress
 - Important to show progress, even if it's really small
 - Under-promise, over-deliver

What does engagement look like?

3

Ways to get feedback from the community:

Input about Hopes & Dreams

Community-wide survey

- Invite people to an NEC meeting (the special groups that already have ideas they're working on)
- Golf-course community (650 homes) (Patty serves on the board)
 - They do a monthly email to the community; they might also be able to do a direct mail
 - Community events with food
- Patty also has a connection with someone more connected to the farming community
- Jessica is pretty plugged into youth
 - Maybe host an event for teens
 - School district will help distribute survey
 - Maybe we can figure out how to get in with some classes
- 4-H groups – we could get a hold of the Co extension officer and maybe host something with the kids
- Senior Center
- Upper Rogue Independent = printed newspaper
- Utility Bill newsletter
- Print materials in local biz (and chamber has a website)
- Next Door
- Maybe Women's Club
- Boy Scouts/Girl Scouts – Jessica has a connection
- Campus 715 Building (faith-based youth programming)
- Maybe one activity at each park

Input about Priorities

Community-wide survey

- []

Survey (Review Survey Doc)

4

Next Steps

5

This Fall

- Site Visit
- Launch & Promote Community Survey
- Prep for Student Team to onboard in January

To-Dos:

Who	What	By When
Aniko	Final survey draft (printed short version, postcard with QR code)	Next week
Patty	Table at Dec 3 event	<ul style="list-style-type: none"> • Dec 3
Patty & Jessica & Jean	Senior Center Lunch – Monday bingo lunch (Patty will figure out what day)	<ul style="list-style-type: none"> • Before Dec. 19
Wyn	Women’s club lunch announcement	<ul style="list-style-type: none"> • Before Dec. 19
Doug	Post on Nextdoor	<ul style="list-style-type: none"> • Before Dec. 19
Jessica	Boy Scouts, 715 – share out survey	<ul style="list-style-type: none"> • Before Dec. 19
Patty	Golf Community newsletter	<ul style="list-style-type: none"> • Before Dec. 19
Aaron	Ask Library if they can host a survey station	<ul style="list-style-type: none"> • Before Dec. 19
Aaron/Mike	Utility mailer	<ul style="list-style-type: none"> • Nov. 23