

**PRELIMINARY AGENDA
REGULAR SESSION
CITY OF NORTH PLAINS, CITY COUNCIL MEETING
JESSIE MAYS COMMUNITY HALL
30975 NW Hillcrest Street
Monday, May 19, 2014 – 7:00 P.M.**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CONSENT AGENDA:** *(The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Council.)*
 - A. Approval of regular session agenda
 - B. Approval of minutes of 05/05/2014 Council meeting
5. **PUBLIC COMMENT:** *(Persons wishing to speak on matters not on the agenda may be recognized at this time. Speakers must complete a "Public Comment Registration form" on the information table and return it to the City Recorder. You are not required to give your address when speaking to the City Council, only your name. Presentations are limited to five minutes.)*
6. **STAFF REPORTS**

Staff reports will be provided by the Public Works Director and Chief of Police. Library Director Debbie Brodie is out on leave, therefore she submitted a written report.
7. **PRESENTATION:**

Proclamation: May as National Bike Month
8. **PUBLIC HEARING:**

None Scheduled
9. **NEW BUSINESS:**
 - A. Discussion of City Manager's performance review process
 - B. OLCC License Request for sale of hard liquor
 - C. Approval of Fireworks show for 4th of July
 - D. Approval of Resolution No. 1834 Abandonment of temporary easement on 321st Avenue
 - E. Adoption of Resolution No. 1835 approving sale of street light poles to PGE
 - F. Discussion of Parks Master Plan regarding McKay Creek Corridor
 - G. Discussion of developer incentives for property on 307th
 - H. Discussion of VanderZanden property on Commercial Street
 - I. Discussion of Bark for Your Park competition

10. **UNFINISHED BUSINESS:**
A. Discussion of Smokehouse Summit Event

11. **ORDINANCES:**

FIRST READING:
None Scheduled

SECOND READING:
None Scheduled

12. **CITY MANAGER REPORT**

13. **COUNCIL REPORTS**

- A. Council reports will be provided by the Mayor and City Councilors on meetings attended and other items.
B. June 2014 Council Calendar

14. **ADVICE/INFORMATION ITEMS:**

- Sandy River Rafting Trip: Register on-line. Taking off from Jessie Mays parking lot at 8:30 a.m. on Saturday, May 24.
- Memorial Day: City offices closed, Monday, May 26.

15. **ADJOURNMENT:**

North Plains City Council meetings are accessible for disabled individuals. The City will also endeavor to provide services for persons with impaired hearing or vision and other services, if requested, at least 48 hours prior to the meeting. To obtain services, please call City Hall at (503) 647-5555

The following City Council Meetings are scheduled to be held at the North Plains Senior Center, 31450 NW Commercial Street, North Plains, Oregon.

The meetings will be held on the following dates at 7:00 p.m.:

Monday, June 2, 2014

Monday, June 16, 2014

Monday, July 7, 2014

CITY OF NORTH PLAINS, CITY COUNCIL MEETING
MINUTES REGULAR SESSION
Jessie Mays Community Hall
30975 NW Hillcrest Street
Monday, May 5, 2014

1. **CALL TO ORDER:** Mayor David Hatcher called the Regular Session of the City Council to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Mayor Hatcher led the flag salute.
3. **ROLL CALL:** Mayor David Hatcher; Council President Teri Lenahan; Councilors: Michael Broome, Michael Demagalski, Charlynn Newton, Robert Kindel, Jr., and Glen Warren

Staff present: City Manager Martha DeBry, Chief of Police Bill Snyder, Public Works Director Blake Boyles, City Recorder Margaret Reh

4. **CONSENT AGENDA:**
 - A. Approval of regular session agenda
 - B. Approval of minutes of 04/21/2014 Council meeting

Mayor Hatcher requested a change in the order of the agenda by moving items 7A and 7B- Presentations to be moved in front of the 6-Staff Reports. Motion by Demagalski and seconded by Kindel to approve the Consent Agenda with the requested changes. The motion was approved unanimously.

5. **PUBLIC COMMENT:**
None were forthcoming

6. **PRESENTATION:**
 - A. Proclamation: Declaring the week of May 18-24, 2014 as Emergency Medical Services Week

Kieran Heathorn, Field Trainer Supervisor, Metro West Ambulance thanked the Council and the City of North Plains for their commitment and continued support of EMS in Washington County. Heathorn invited Council to attend the EMS Week celebration on Friday, May 23, 2014 at 3:00 p.m. to 7:00 p.m. at the Dawson Creek Headquarters, 5475 NE Dawson Creek Drive. Family and friends are welcome. Call Kelsi Dow at 503-648-6658 ext. 111 with questions.

Motion by Demagalski and seconded by Warren to proclaim the week of May 18-24, 2014 as EMS week. Motion carried. Mayor presented a copy of the proclamation to Mr. Heathorn.

- B. Chief Snyder and Officer Freshner will perform Cadet Induction: Nicole Fontana and Daniel (Dan) Buckley

Chief Snyder thanked the large number of citizens for attending this ceremony. This was an induction of two new individuals unto the North Plains Cadet program. Snyder stated this is a great opportunity for individuals to learn about law enforcement and to decide if this is the career they want to pursue.

Snyder introduced Officer Sam Freshner who performed the induction ceremony. Officer Freshner was a former teacher of both these cadets. He stated it was an honor to be able to award Cadet Badge #23 to Nicole Fontana and Cadet Badge #24 to Dan Buckley. The Cadets were welcomed by Chief Snyder and a round of applause from the audience.

7. **STAFF REPORTS**

Public Works: Public Works Director Boyles stated the Health Division is scheduled to come out on Wednesday to conduct an audit of the water system.

Boyles has been contacted by PGE. A few months back PGE had purchased the light poles in town from North Plains. There were some poles on 317th that were missed and PGE has offered to purchase these poles and convert to LED lights. Boyles will prepare a resolution for the Council to consider at a future meeting.

North Plains Clean-up day is scheduled for Saturday, May 10, 2014. Boyles stated the more volunteers, the merrier. All are welcomed to come and volunteer.

The crew has been working on park maintenance and getting everything ready for the good weather.

Kick off for the opening of the community garden is Saturday, May 10 at 1:00.

Police Dept: Snyder pointed out that he included more details in his written report. He would like feedback from Council if this is something they want to continue receiving. He and DeBry are working on a way to keep a rolling 13 month chart that compares the call logs and add in hours that we are patrolling.

As the weather improves, the department will be doing more outdoor arms training.

Hatcher wanted to know more about the fraudulent tax filings. Discussion ensued.

Library Director: Library Director Brodie continues on her medical leave. Her written report was submitted to Council.

8. **PUBLIC HEARING:** None Scheduled

9. **NEW BUSINESS:**

- A. Discussion of the Expiration of the Library Ground Lease with the Friends of the North Plains Public Library

DeBry presented the staff report. The City and the Friends of the North Plains Public Library share two open contracts. A Ground Lease agreement was signed in 2004 and the

Operations Agreement was signed in 2006. Both are set to expire simultaneously in August 2014, unless the Friends choose to renew these agreements. If the contract is not renewed, ownership of the building will be handed over to the City. The current Ground lease agreement allows for five, five year extensions. Sheila Nelson and Carolyn Leavitt, both long time members of the Friends organization were invited to approach the Council.

The Friends membership will be meeting June 9, 2014 at 7:30 p.m. to decide what direction they want to take as a group. The Friends were hoping to get some input from the Council regarding this issue. Council was invited to attend the Friends membership meeting. There was some discussion regarding the risk of a quorum if Council attended the meeting and discussed their thoughts. Nelson explained that was partially why they were in attendance at this meeting so Council could speak freely and their feedback could be taken to the Friends membership meeting.

There has been a gradual transition of operation costs and responsibilities over the past ten years. The City now sets the hours of operations and is responsible for all maintenance on the building. The City owns all the furnishings and contents of the library. At this point in time, the Council, the City and the Friends are seeing eye-to-eye as far as operations are concerned. If the Friends turn the ownership of the building to the City it would simplify the contract. The contract also provides the use of the space at the southern end of the Jessie Mays building—where the library originally was located, to the Friends. This area is currently being used by the Friends for their on-line book sales.

Hatcher stated he would like to see the Friends maintain the status quo. He sees the Friends as having a sense of ownership and will work at keeping the library operational, making sure it keeps going. He stated it isn't broken so there isn't anything to fix. He suggested we could look at it again in five years.

Leavitt reported recent discussions with Friends reveal that members definitely have differing opinions. Some don't want to renew the contract and feel it is time to turn the library over to the city. Discussion of pros and cons ensued.

If the Council could ensure the operation of the library for a specific period of time and agree to a minimum of 2500 sq ft of dedicated space for the library, the Friends could be open to not renewing the contract. Newton is all for putting something in writing to the effect of keeping the library functioning for a time certain. She stated it is a viable part of the community. The Friends are interested in making sure this town has a public library for at least the next 10 to 20 years. The Friends will continue to help fund it. They would like to enter into an agreement with the City that would ensure the operation of the library for a specified period of time.

The Friends will report back to Council at the end of June. The contract is set to expire in August.

B. Adopt Resolution No. 1833 Public Water and Utility Easement

Staff received an easement document submitted by the Crandall Group. This is a request for the acceptance of a Public Water and Utility Easement. The Crandall Group, the developer of the Sunset Terrace subdivision, requested this easement from the Hillsboro School

District to install a loop for the water system for the new development.

This water line will connect the development west of Wasco Street and south of the elementary school to North Avenue. They will be connecting the North main to the existing main that currently ends on Timeric. This will complete a circular water system in the northwest corner of the city. Discussion ensued.

Motion by Kindel. Second by Warren to adopt Resolution No. 1833. Motion passed with a 6-1 vote with Lenahan voting against.

Lenahan stated she did not get the information in time to read it and understand it. Therefore, she voted no.

10. UNFINISHED BUSINESS:

A. Discussion of acquisition or direction of McKay Creek Parcel adjacent to McKay Fields subdivision

DeBry presented the staff report. The City approved the McKay Creek subdivision this past year and the project will proceed as planned. DR Horton's plan is now in contract with JT Roth. This property contains 3.9 acres along McKay Creek. The City has a couple of options to consider regarding acquiring this property for the McKay Creek Greenway Trail.

1. Make an offer on the property and purchase it with cash from the Park Capital Fund.
2. The City can offer reimbursement of Park SDC credits to purchase the property. This only delays the payment to the property owner.
3. Allow the property to fall under the ownership of a home owners association (HOA) and use only the easement for walking trails.

DeBry is seeking Council's direction as to what they would like to do with 3.9 acres in the flood plain area. This parcel has been appraised at \$24,430.

Discussion ensued. The trail system is in the Parks Master Plan.

It was decided that the Parks Board needs to be brought into the conversation. Council will revisit this item after receiving a recommendation from the Parks Board.

As the property owner closes the deal with Roth, it needs to be decided how they will meet Condition # 26 of the Conditions of Approval:

26. Prior to final plat approval, the applicant shall enter into an agreement with the City providing for dedication of the 3.49 acre portion of the McKay Creek floodplain identified on the preliminary subdivision plan. Such dedication may provide for fee offsets for the value of the dedicated land area based on a City-approved appraisal. The agreement shall also provide for the applicant to make appropriate improvements to the dedicated area for use as a public park and shall provide for irrigation of any areas identified to be improved with grass and/or recreational fields. If an agreement cannot be reached the usable park area may be owned and maintained by the HOA, provided an easement for walking trails is provided to the City as required by the City Parks Plan and Community Trails Plan, and is

acceptable to the City as to form.

Motion by Kindel Second by Lenahan to continue the discussion until next City Council meeting after the Parks Board has a chance to comment. Motion carried.

B. Review of proposed salary ranges for 2014/2015 and adoption of Resolution No. 1828 approving the new salary range schedule (Continued from 4/21/14)

DeBry presented the staff report. This item has been before the Budget committee and before the Council previously. This salary step scale creates training and entry level classifications. Rates on the scale have been highlighted as requested by Council.

Discussion ensued regarding the classifications and the rates of pay at both ends of the scale.

DeBry clarified the difference between entry level pay and probationary pay. A new hire is appointed to a salary step based on their skills at hire. Being on probation does not affect where a new employee is placed on the pay scale. Probation is an entirely different policy.

Lenahan pointed out the verbiage in the resolution is somewhat confusing because it states the probationary rate is rarely used for experienced professionals. Two different terminologies are used and she would like to have it clarified. Also, the proposed range for the Account Clerk I / Deputy City Recorder step one needs to be adjusted by 10%. Step 1 should start at \$31,364 not \$33,382 as it is presented. The corrected copy will come back to the Budget Committee. If council approves the step scale it will be incorporated into the budget.

Motion by Newton. Second by Kindel to adopt Resolution No. 1828 with the correction that was noted by Lenahan for Account Clerk 1 / Deputy City Recorder entry level step which currently reads \$33,382 and should be changed to \$31,364.

Some discussion took place regarding the Public Works Director salary step scale. The recommendation from staff was to remove the top step in the range. Council was in agreement that the bottom step should be removed and retain the top step.

Demagalski amended the motion to adjust the salary scale for Public Works Director by removing the bottom step and retaining the current top step. Amendment was seconded by Broome. The amendment to the motion was approved by a 5-2 split vote with Newton and Warren voting against.

Hatcher called for a vote on the original motion for adoption of Resolution No 1828 with the amendment. Motion passed unanimously.

Hatcher inquired about the policy of the top level in the salary ranges being given for excellence in performance—a bonus step. David wants to bring it back to Council as an agenda item and take another look at it. He asked if this was defined by Council or the City Manager.

C. Adopt Resolution No. 1832 naming the new park on Curtis Street (Continued from

4/21/14)

DeBry presented the staff report. At the last Council meeting it was decided that the Council would submit their top 3-4 choices of the names provided to staff. That list has been compiled and the top four choices were: Sunset Park, Sunrise Park, LaMordden Park, and Highland Park.

Council discussed how they wanted to proceed. Newton had asked that the full list of names be distributed to the Parks Board for them to have a chance to vote on the submissions. She was informed that there were not any submissions from the Parks Board members.

Motion by Lenahan. Second by Newton for Council to proceed with voting on the four choices. Motion passed with a 6-1 split vote with Demagalski opposing.

Motion by Warren. Second by Kindel to name the new park LaMordden Park. There was more discussion. Motion passed with a 5-2 split vote with Lenahan and Demagalski opposing.

Hatcher asked if more information could be gathered regarding the LaMordden family because there are many citizens who don't know them. Martha will contact Brenda Lyons from the North Plains Christian Church. David would like to see something in the newsletter regarding this. Council would also like to see a dedication ceremony take place. Staff will coordinate the planning and report back to Council.

11. ORDINANCES:

FIRST READING:

None Scheduled

SECOND READING:

Non Scheduled

12. CITY MANAGER REPORT

During the hotel feasibility study the consultant interview Mike Holmes of Oregon Canadian Forest Products (OCFP). As a result of the conversation OCFP was put in contact with Business Oregon and received assistance with an issue they were having. Mr. Holmes called and thanked the City for their part in in making this connection with Business Oregon.

DeBry reported the North Plains Market inquired about obtaining a license to sell hard liquor. At this point in time there isn't anywhere to purchase off-sale hard liquor in North Plains. The Market wants to apply for a license with OLCC. OLCC would require the Council to provide a letter of approval. This will be coming back to Council at a later date.

Travel Oregon is offering grant money for cities to promote tourism in our area and perhaps brand a city's event or landmark. The NPEA may like to discuss it. \$10,000 could be granted to be used for marketing purposes. City would make an application for the grant and find a specific purpose that could be branded.

13. COUNCIL REPORTS

Clean up day on Saturday, May 10, 2014 from 8:00 – 11:30

Lenahan reported on the Medical Marijuana workshop she attended that was sponsored by the League of Oregon Cities. Discussion ensued on the zoning issues surrounding this topic.

Kindel inquired about the property east of A&H Woodworking on Commercial. He is hoping something will happen to prevent the proposed 15 townhomes from being built. DeBry stated the Vanderzandens are open to discussions on selling the property. It is possible to get it zoned back to commercial. Kindel said it could be used for parks. He stated we need to be visionary—this could be perfect for a park right in the middle of town. It is located in the URA district. Rodney Lintz and Frank Vanderzanden are the owners. A public hearing is scheduled for an extension request of the property application before the Planning Commission on May 14, 2014.

Warren inquired if the city do something about the blackberries on the property just to the east of the Vanderzanden property. He stated it looks terrible and it extends right up to the ditch.

14. ADVICE/INFORMATION ITEMS:

- May Clean-Up Day at Jessie Mays at 8:00 a.m. on Saturday, May 10.
- Sandy River Rafting Trip: Register on-line. Taking off from Jessie Mays parking lot at 8:30 a.m. on Saturday, May 24.

15. ADJOURNMENT: Mayor Hatcher adjourned the meeting at 9:34 p.m.

David Hatcher, Mayor

Margaret L. Reh, City Recorder

Date approved _____

City of North Plains, Oregon

Proclamation

National Bike Month

WHEREAS, many cycling clubs and enthusiasts enjoy the beautiful area in and around the City of North Plains while cycling; and

WHEREAS, the City appreciates the contributions of these groups and individuals; and

WHEREAS, the City wishes to continue the long tradition of cyclists viewing the City and surrounding area as an enjoyable destination; and

WHEREAS, May is National Bicycle Month, an opportunity to celebrate the unique power of the bicycle and the many reasons to ride; and

WHEREAS, millions of Americans engage in bicycling because it is a viable and environmentally sound form of transportation, as well as an excellent form of recreation and physical activity, when safely driven; and

WHEREAS, the bicycle offers a clean, quiet, affordable, and healthy alternative to automobile commuting; and

WHEREAS, many Washington County residents experience the joys of bicycling through educational programs, commuting events, trail work days, helmet promotions, local commuting, National Night Out, recreational bike rides, and other bicycling oriented events; and

WHEREAS, the League of American Bicyclists has declared the month of May as National Bike Month for each of the last 57 years, and is again doing so this year.

NOW, THEREFORE, the Mayor and City Council of the City of North Plains do hereby proclaim the Month of May as National Bike Month in North Plains and encourages its citizens to observe this month by getting out there and enjoying this beautiful area on a bicycle.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of North Plains, Oregon, this 19th day of May 2014.

CITY OF NORTH PLAINS, OREGON

David Hatcher, Mayor

MAY »» IS «« BIKE «« MONTH »»



#BIKEMONTH

WWW.BIKELEAGUE.ORG/BIKEMONTH/





CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: May 19, 2014
To: Mayor and City Council
From: Council President Teri Lenahan
Subject: City Manager Review Discussion

Request: Performance evaluations are part of the communication process between the City Manager and the City Council. Evaluations summarize information related to merit, training area needs, strengths and weaknesses of the City Managers work performance and it measures the relationship between the goals and objectives and her productivity. The purpose of the evaluation is to communicate with the City Manager about how well she is performing her job and whether she has performance problems or areas to improve. In addition, the performance evaluation process gives the City Council the opportunity to review and establish goals, rewards or acknowledge good performance, create incentives and to detect and correct improper behavior or activity and/or unacceptable work performance.

Fiscal Impact: There is no fiscal impact with this item.

Environmental Issues: None

Recommendation: This item is informational only.

City of North Plains Policy

Number:	612	Title:	Performance Evaluation
Date:		Signed:	

Purpose

This policy provides guidance on the process of evaluating employee performance.

Policy

Employee performance evaluations and discussions are part of the communication process between the employee and their immediate supervisor. Evaluations summarize information related to merit, training area needs, strengths and weaknesses of the employee’s work performance, and measures the relationship between the department’s goals and objectives and the individual employee’s productivity. The purpose of the evaluation is to communicate with the employee about how well they are performing their job and whether they have performance problems or areas to improve.

The goal of the employee performance evaluation process is to establish a pattern of expected work habits and expectations. The performance evaluation process gives employees and supervisors an opportunity to review and establish goals, reward or acknowledge good performance, create incentives, and to detect and correct improper behavior or activity and/or unacceptable work performance.

Evaluations

Performance evaluations are to be completed cooperatively by the employee and the appropriate supervisor at regular intervals appropriate for the position and tenure of the employee. Generally, new employees and employees with substandard performance issues will be subject to more frequent evaluations.

The employee and the supervisor are required to sign the completed performance evaluation form, after the evaluation has been discussed between them. As part of the performance evaluation, the supervisor and employee will:

- Establish the employee’s upcoming goals and objectives
- Establish time lines for accomplishing training objectives and correcting improper behavior or activity (if applicable)
- Outline and agree on overall expectations for the next review cycle.

Performance evaluations are required to be filed in the employee’s personnel file, after the employee has been provided with a copy of the evaluation. Within ten calendar days from the date of the evaluation, the employee may provide a written response to

the evaluation that can be placed in their personnel file. Evaluations cannot be appeals nor are they subject to the City's grievance policy.

Any area on an employee performance evaluation determined by the supervisor to be "needs improvement" will require the supervisor and employee to establish timelines and criteria for conducting a follow-up performance evaluation on the area(s) marked "Needs improvement".

Probationary Evaluation

All probationary employees will receive a performance before making the transition to regular employee status if successful.

Pay and Probation Recommendations

A recommendation by the supervisor for a wage increase based on merit can be submitted to the City Manager at a separate time after a satisfactory performance evaluation. Pay increases must be approved by the City Manager, and are considered based on many factors including budget.



CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: May 14, 2014
To: City Council
From: Jennifer Knowles, Management Analyst
Subject: OLCC License

Request: Approve letter to OLCC requesting a hard liquor license be issued in the City of North Plains.

Background: As part of the ongoing outreach to the local business community, Management Analyst Jennifer Knowles and Kyong “Kim” Han, the owner of the North Plains Market, discussed ways for the Market to expand its services and grow the business.

Ms. Han expressed an interest in opening a small hard liquor store section within the Market as there is existing space already separated the main area of the store. The Vernonia hardware store was cited as an example of the style of store envisioned. At that time Ms. Han asked for assistance in the process of determining how to apply for such a license, and in the process of doing so, should the Market qualify.

After discussion with Ms. Han, the City submitted a letter to the head of the Oregon Liquor Control Commission (OLCC) requesting a review of the Market as a candidate for a non-exclusive store license. Included were the criterion information requested by the OLCC (the letter in Council’s packet).

Brian Flemming, Head of the Retails Services Department, responded via phone to Ms. Knowles and outlined the process for making such a determination. In essence, rather than an individual store applying for the license, the City of North Plains may send a petitioning letter the Board of Commissioners requesting the City be considered as a recipient location for a store location. If that is granted, anyone in the community may apply in a competitive application process to win and be awarded the license.

Mr. Flemming also outlined a suggested approach should the City of North Plains wish to submit a letter to the Board of Commissioners, and offered to act as a resource should it be desired.

Fiscal Impact: The letter would require minimal staff resources to complete. Expansion of a local business to include liquor sales may improve the retail sales of that business, but would not have an impact on the City's finances as distribution of liquor taxes is based on population and not sales.

Recommendation: Council approve the Mayor sending a letter to the Board of Commissioners requesting a license be issued to a business in the City of North Plains.



CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

May 15, 2014

Chairman Rob Patridge
Oregon Liquor Control Commission
PO Box 1161
Medford, OR 97501

Dear Commissioner Patridge:

I am writing on behalf of the North Plains City Council to request the Oregon Liquor Control Commission consider the issuance of one non-exclusive store license within the incorporated city limits of North Plains.

Our community of 2,000 is located in rural western Washington County, along Highway 26, which serves as a primary transportation corridor between the Portland metropolitan area and the Oregon coast. North Plains is a growing community and the license will be serving a population of roughly 4,000 by 2021, based on projections in the approved Comprehensive Plan.

As of February 2014, North Plains has received \$2,113 from OLCC funds, and Washington County as a whole – at a population of 551,000 people – has been the recipient of \$200,000 in OLCC funds. These make a positive difference in our community.

Like our library, our stores service a much broader population of 5,000+ people. Residents in the unincorporated areas to the north and east of the City often drive in excess of 30 minutes to reach our city limits. The nearest locations to purchase hard alcohol are located in Banks (to the west), Scappoose (to the north), and Hillsboro (to the south), which are additional miles beyond the City of North Plains.

At least one business has expressed an interest in providing retail sales of liquor, in addition to the sale of beer, wine, food and other consumer goods. While local business cannot qualify for a license based on the population of the City alone, we believe the

OLCC should allow at least one non-exclusive license in consideration of the broader population served, who do not have ready access to retail outlets.

In addition to answering a demand from residents, this would aid the community in achieving goals in our economic development plans. Fostering commercial growth and adding additional dollars to the local economy while retaining our identity and ongoing civic commitments. As a result, a non-exclusive license would assist in us expanding the services offered in town and in enhancing the desirability of North Plains as a place to live and work.

The City anticipates a qualified retailer can meet all the requirements of a non-exclusive license holder. We are not requesting any special accommodations be offered to a potential applicant; only the opportunity to obtain a license.

I ask the Commission please review the possibility of issuing a non-exclusive store location within North Plains, which can be offered to retail outlets on competitive basis.

Yours truly,

David Hatcher
Mayor

cc. OLCC Commissioners

From: Jennifer Knowles
Sent: Friday, March 14, 2014 5:37 PM
To: brian.flemming@state.or.us
Subject: Non-exclusive store request

Hello, Mr. Flemming --

Please find attached a letter requesting a review of the North Plains Market as a non-exclusive store location. Included are the address and approximate interior square footage, as well as a brief rationale for the request.

Should you prefer more information or assistance on this, please let me know; I would be happy to provide either.

Thank you --

Jennifer Knowles
Management Analyst
City of North Plains, OR
Main Line: 503.647.5555



CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

March 14, 2014

Dear Mr. Flemming,

The North Plains Market has expressed an interest in receiving a non-exclusive store license, with the desire to offer a selection of liquors to North Plains and the surrounding area.

Many of the prospective customers live in the outlying areas around the City proper and would need to drive in excess of thirty minutes to reach the current liquor retailers. The North Plains Market would like to offer an alternative with a selection housed inside the Market, along the lines of the Vernonia Hardware location.

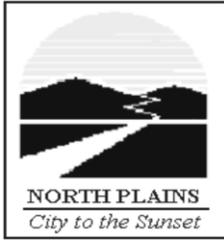
Please review the possibility of the North Plains Market becoming a non-exclusive store location. The Market address is 31580 NW Commercial St, North Plains, OR 97133 and the approximate interior square footage is 4,500.

Thank you,

Jennifer Knowles

Management Analyst

City of North Plains, OR



CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: May 13, 2014
To: City Council
From: City Manager Martha DeBry
Subject: Approval of 4th of July Fireworks

Request: Council discuss if a deposit should be approved for a 4th of July fireworks show.

Background: Western Displays has provided fireworks shows in North Plains for the past two years. The shows were funded by Recology as a donation in 2012 and by agreement in 2013.

This year the City will need to fund the fireworks. As of this time no donations have been received for a fireworks show. Articles were included in the past two City newsletters requesting donations.

Solicitations for support are ongoing. Generally, the 4th of July is regarded as a local event and it does not have broad appeal to sponsors outside of the community because daily participation in the event is relatively low. Most large businesses in the community are supporters of the Elephant Garlic Festival and have not traditionally provided financial support to the 4th of July. Efforts are being made to draw support from smaller businesses that have not supported the 4th or Garlic Festival in the past. Staff remains hopeful that it can secure donations to meet the \$2,500 goal.

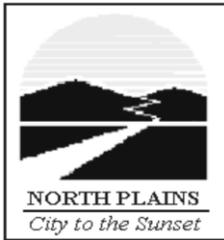
At a minimum \$5,000 will be needed to fund a show. Shows in prior year cost \$12,500. In the recommended budget for next year \$5,000 is included for a fireworks show. This amount was placed in the budget on the assumption \$2,500 could be raised for the show.

In order to secure the date for the show, the City must present a deposit of 25% of the show costs by June 1, 2014, which in this case would be \$1,250. If the City pays this deposit and then withdraws for any reason it will be obliged to pay 50% of the show cost or \$2,500.

Fiscal Impact: At this time \$5,000 from the General Fund is proposed for a fireworks program.

Environmental Issues: There are no environmental impacts associated with this action.

Sample Motion: I move to approve a City funded fireworks show on July 4th.



CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: May 13, 2014
 To: City Council
 From: City Manager Martha DeBry
 Subject: Resolution No. 1834 abandoning a temporary easement on 321st Ave

Request: Council discuss abandoning a temporary easement on 321st Ave.

Background: When the Cottage Pointe subdivision was approved a “temporary easement” was created between two residences (A copy of the map is in Council’s packet). The purpose of the easement was to provide a turnaround for fire vehicles. At the time there was a suggestion that the grass area between the homes could be fortified with concrete block on which fire trucks could drive. The concrete improvements were never made.

Washington County Fire District #2 advises that they have not used nor do they intend to use the turnaround in the future. The depth of the turn around is considered substandard for their purpose. When they travel down 321st they exit by driving in reverse to Cottage Street.



Figure 1 General area

On the original subdivision plans there is no indication of what “temporary” means. It is uncommon to have a temporary easement without a defined period associated with it.

One of the adjoining residents has requested that the City consider abandoning the easement. Given that Washington County Fire has no use for the easement and the area functions as front yards for two residences it seems appropriate to abandon the easement.



Easement area from street level

Fiscal Impact: The City Attorney will need to prepare the document to abandon the easement and the document will need to be recorded with the County.

Environmental Issues: There are no environmental impacts associated with this action.

Sample Motion: I move to approve Resolution No. 1834.

Attachments: Resolution, Cottage Pointe map

RESOLUTION NO. 1834

**A RESOLUTION OF THE CITY OF NORTH PLAINS, OREGON, ABANDONING A
TEMPORARY EASEMENT ON 321ST AVENUE**

WHEREAS, the City was granted a temporary turn around easement with the Cottage Pointe II final plat; and

WHEREAS, the term temporary was not defined for this easement; and

WHEREAS, Washington County Fire District #2 has indicated it does not need or use the turnaround; and

WHEREAS, the temporary turn around serves no public purpose.

NOW, THEREFORE, BE IT RESOLVED THE CITY COUNCIL OF THE CITY OF NORTH PLAINS, OREGON, hereby abandons its interest in the easement on 321st Avenue and authorizes the City Manager to execute and record documents releasing the same.

INTRODUCED AND ADOPTED this 19th day of May 2014.

CITY OF NORTH PLAINS, OREGON

David Hatcher, Mayor

ATTEST:

Margaret L. Reh, City Recorder

COTTAGE POINTE

BEING A REPLAT
OF LOT 6, BLOCK 45 "NORTH PLAINS" LOCATED IN THE
NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 1,
TOWNSHIP 1 NORTH, RANGE 3 WEST, WILLAMETTE MERIDIAN,
CITY OF NORTH PLAINS, WASHINGTON COUNTY, OREGON

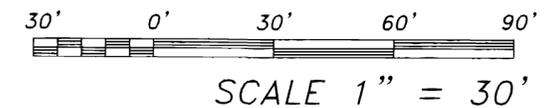
NOTES:

- TRACT "A", A WATER QUALITY FACILITY, SHALL BE OWNED AND MAINTAINED BY THE OWNERS OF LOTS 1 THROUGH 12. SAID TRACT IS SUBJECT TO A STORM SEWER, SURFACE WATER, DRAINAGE AND DETENTION EASEMENT OVER ITS ENTIRETY TO CLEAN WATER SERVICES.
- LOTS 4 AND 5 ARE SUBJECT TO A TEMPORARY TURN-AROUND EASEMENT AS SHOWN FOR THE BENEFIT OF THE CITY OF NORTH PLAINS.
- THIS SUBDIVISION IS SUBJECT TO THE CONDITIONS OF APPROVAL CONTAINED IN THE CITY OF NORTH PLAINS CASE FILE NO. SD-VBR-03-00008.
- TRACT "B" SHALL BE OWNED AND MAINTAINED BY THE CITY OF NORTH PLAINS.
- THERE SHALL BE NO DIRECT MOTOR VEHICLE ACCESS TO OR FROM LOT 1 ONTO N.W. COTTAGE STREET UNLESS AUTHORIZED BY THE GOVERNING BODY HAVING JURISDICTION OF SAID ROAD.
- TRACT B IS SUBJECT TO A SANITARY SEWER EASEMENT TO CLEAN WATER SERVICES OVER ITS ENTIRETY.

**NARRATIVE &
BASIS OF BEARINGS**

- THE PURPOSE OF THIS SURVEY IS TO SUBDIVIDE THE SUBJECT PROPERTY INTO 12 LOTS TWO TRACTS AND PUBLIC STREET AS SHOWN.
- BASIS OF BEARING AND BOUNDARY DETERMINATION ARE PER SN 29,372.

DATE OF SURVEY :
MAY 25, 2006



CURVE TABLE

NO.	DELTA	RADIUS	LENGTH	CHORD	CHORD BEARING
1	36°20'46"	22.00'	13.96'	13.72'	S 25°47'44" W
2	36°08'37"	22.00'	13.88'	13.65'	S 10°26'58" E
3	89°58'35"	25.00'	39.26'	35.35'	S 52°36'39" W
4	90°01'25"	25.00'	39.28'	35.36'	N 37°23'22" W

LEGEND:

- - FOUND MONUMENT AS NOTED
- - 5/8" X 30" IRON ROD WITH YPC INSCRIBED "L. MADDUX LS 2430" SET ON 2/20/2006
- Y.P.C. - DENOTES YELLOW PLASTIC CAP
- I.P. - DENOTES INSIDE DIAMETER IRON PIPE
- (1) - REFERS TO REFERENCE LIST ON THIS SHEET
- O.U. - DENOTES "ORIGIN UNKNOWN"
- ⊗ - 1.17" DIAMETER BRONZE "BERNTSEN" CAP INSCRIBED "MADDUX LS 2430" SET IN CONCRETE
- DN - DENOTES DOWN
- I.R. - DENOTES IRON ROD
- () - DENOTES RECORD DATA AS NOTED
- FND. - DENOTES FOUND
- S.F. - DENOTES SQUARE FEET
- P.U.E. - DENOTES PUBLIC UTILITY EASEMENT
- P.S.E. - DENOTES PUBLIC SIDEWALK EASEMENT
- DOC. NO. - DENOTES DOCUMENT NUMBER
- ⊗ - SET 5/8" x 30" IRON ROD WITH 1-1/2 INCH ALUMINUM CAP MARKED "LS 2430"

REFERENCE SURVEYS:

- 29,372 (MADDUX)
- 21,177 (PETERSON)
- 29,249 (PETERSON)
- 24,921 (SCHELSKY)

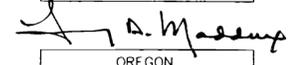
"THIS SURVEY WAS PREPARED USING HEWLETT PACKARD PRODUCT NUMBER C4844A ON CONTINENTAL POLYESTER FILM JPC-4M2."

SURVEYED BY:

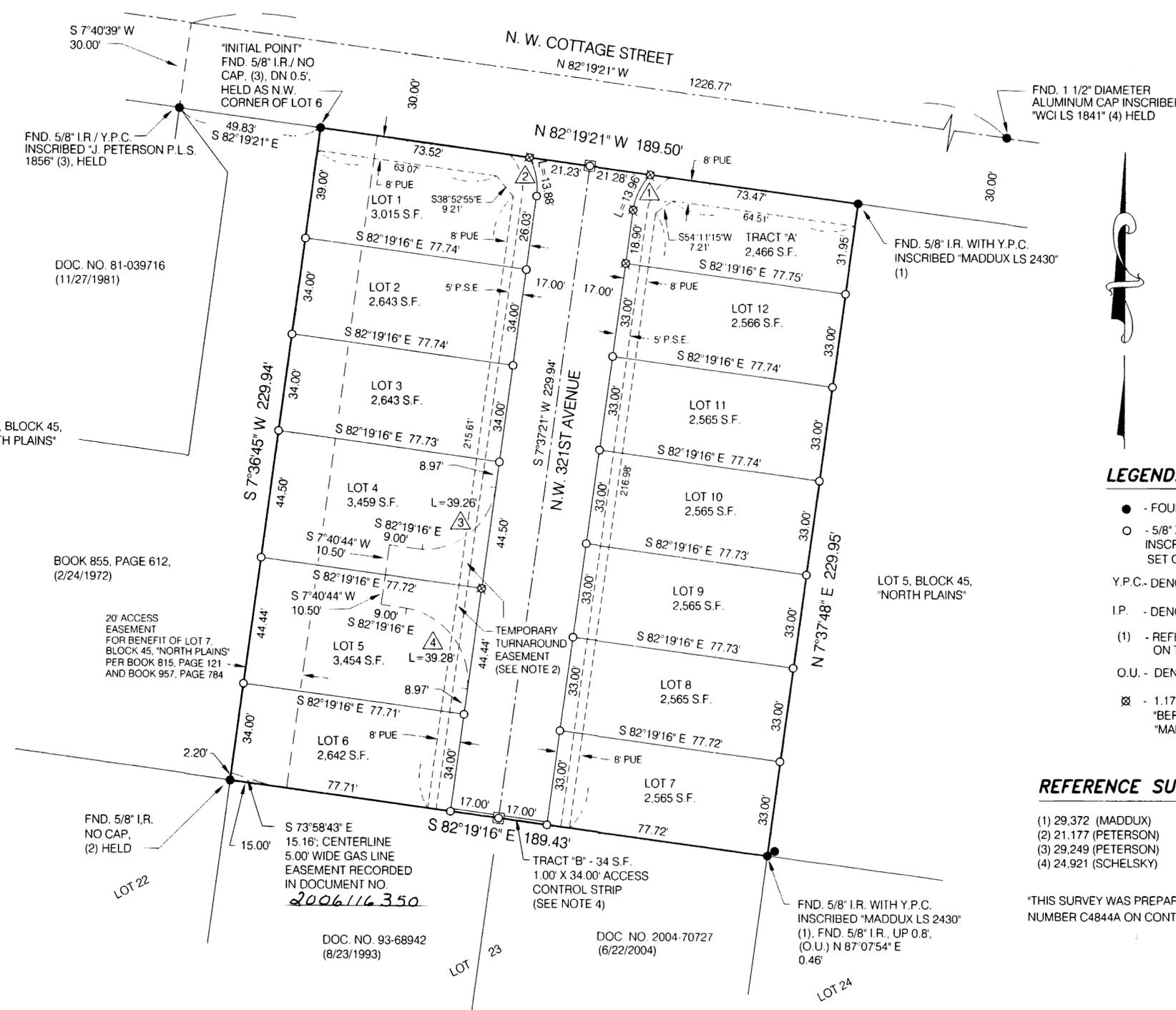
FOSTER & MADDUX SURVEYING, INC.
708 N.E. 238TH PLACE
WOOD VILLAGE, OREGON 97060
503-667-8307 - 503-997-1100

SHEET 1 OF 2

REGISTERED PROFESSIONAL LAND SURVEYOR



OREGON
JANUARY 23, 1990
LARRY D. MADDUX
2430
RENEWABLE DN 12/31/06





CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: May 19, 2014
To: City Council
From: Blake Boyles, Public Works Director
Subject: Resolution No. 1835 Approving the Sale of Four (4) Additional Street Light Poles to Portland General Electric

Request: Council to adopt Resolution No. 1835 approving the sale of four (4) additional street light poles to Portland General Electric.

Background:

Back in November of 2012, PGE approached the city with the option to purchase 27 light poles owned by the City or considered Option B. PGE's Option B is defined as a pole/light owned by the city but maintained by PGE. Option A is defined as a fixture/pole owned & maintained by PGE.

PGE has submitted another option to purchase another four poles, thus relieving the city of any replacement or liability costs for these poles in the future. The age of these poles are 8 years. PGE is also looking at replacing the high pressure sodium bulbs on these poles with brighter more efficient LED lights, which will reduce energy cost immediately after installation.

Fiscal Impact: The appraisal of the four lights gathered a price of \$2,766.81. If the Council accepts the offer, this amount would go towards the annual street light electricity bill which averages around \$21,000 per year.

Environmental Issues: NA

Sample Motion: I move to approve Resolution No. 1835 allowing the sale of the four (4) light poles to PGE, with the profits going toward the payment of future street light power costs.

BILL OF SALE

For and in consideration of the sum of **\$2,766.81**, CITY OF NORTH PLAINS (“Seller”), sells, transfers, and conveys to PORTLAND GENERAL ELECTRIC COMPANY (PGE), an Oregon corporation (“Buyer”), all of Seller’s rights, title, and interest in the personal property identified on the attached Exhibit A (the “Property”).

BUYER ACKNOWLEDGES THAT SELLER MAKES NO WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE CONDITION OF THE PROPERTY AND ITS MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE, EXCEPT THAT SELLER WARRANTS THAT IT OWNS THE PROPERTY AND THAT THE PROPERTY IS FREE AND CLEAR OF ANY LIENS.

As consideration for the Property Buyer will provide payment to Seller equal to the amount of the consideration identified above.

IN WITNESS WHEREOF, Seller has executed this Bill of Sale this ____ day of _____, 2014.

SELLER: CITY OF NORTH PLAINS

By: _____

BUYER: PORTLAND GENERAL ELECTRIC COMPANY

By: _____

RESOLUTION NO. 1835

A RESOLUTION OF THE CITY OF NORTH PLAINS, OREGON, APPROVING THE SALE OF FOUR (4) ADDITIONAL STREET LIGHT POLES TO PORTLAND GENERAL ELECTRIC

WHEREAS, the City has a limited capacity to service and replace malfunctioning or damaged light poles; and

WHEREAS, Portland General Electric purchased 27 light poles for \$15,146.85 in November 2012; and

WHEREAS, Portland General Electric has submitted another option to purchase an additional four (4) street light poles for the City of North Plains; and

WHEREAS, these additional four (4) lights could gather a price of \$2,766.81 that could be applied to the annual street light electricity bill; and

WHEREAS, the City can minimize its liability exposure for the maintenance of street light poles while reducing electricity expenses in the short term.

NOW, THEREFORE, BE IT RESOLVED THE CITY COUNCIL OF THE CITY OF NORTH PLAINS, OREGON, approves the sale of four (4) additional street light poles to Portland General Electric.

INTRODUCED AND ADOPTED this 19th day of May 2014.

CITY OF NORTH PLAINS, OREGON

David Hatcher, Mayor

ATTEST:

Margaret L. Reh, City Recorder



CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: May 14, 2014
To: City Council
From: Martha DeBry City Manager
Subject: Discussion of Parks Master Plan

Request: Discussion of adopted Parks Master Plan and if there is a need to update the plan with regards to McKay Creek.

Background: The City of North Plains adopted a Parks Master Plan in March 2000, which was revised by ordinance on July 2005 and April 2006 (a copy is in Council's packet). In September 2009 the ad-hoc Parks Advisory Committee revised the draft of the Parks Master Plan that incorporated the recommendations of the Parks Survey (which is also included in Council's packet). No documentation can be found that indicates the City Council accepted the revisions proposed in 2009. A key difference between the two plans is in the discussion for the need for a 20 acre municipal park. Both plans call for acquiring approximately 16 acres in the McKay Creek corridor.

Council approved a Master Plan amendment on May 7, 2012 adding the Walking Trails Plan. The McKay Creek Greenway Trail is a prominent element of the Trails plan.

A Parks Master Plan is the basis upon which system development charges (SDC's) are set. Costs associated with the future needs created by a larger population need to be funded through new residential building construction. (Commercial and industrial construction does not generate Park SDC income.) The costs associated with this plan need to be reviewed and indexed. A project to expand the Jessie Mays Community Hall should also be added to the list as there is clearly a need for expanded meeting facilities.

Because it has been almost 5 years since the Master Plan was reviewed by Council, it may be appropriate for the new Parks Board to review the document and make recommendation for its amendment. The Parks Board is actively working on developing a project for Jessie Mays Park, a portion of which should be funded by SDC's.

Technically, the Parks Master Plan is a part of the Comprehensive Plan which is Chapter 15 of the Municipal Code. The Planning Commission is in the process of reviewing the Comprehensive Plan, and a draft has been forwarded to the Department of Land Conservation and Development (DLCD). Part of that process will separate the Master Plan from the Comprehensive Plan. This will allow the City to modify the Master Plan by resolution rather than a Comprehensive Plan amendment (a Planning Commission process) and ordinance adoption (a Council process) which requires a minimum of 6 months to complete. A hearing to update the Comprehensive Plan will occur in July.

Fiscal Impact: There would be no fiscal impact associated with this request. Revision of the Master Plan will require staff time.

Environmental Issues: There would be no environment issues associated with revising the Master Plan document. The development of parks and open spaces will affect the quality of the environment for the community for decades to come. Protecting open spaces and preserving the quality of riparian areas is an essential function of the Master Plan.

Sample Motion: Move to direct the Parks Board to begin a review of the Parks Master Plan.

Attachments:

- 1) *Parks Master Plan 2005*
- 2) *Parks Master Plan 2009*
- 3) *Trails Plan*

ORDINANCE NO. 348

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORTH PLAINS AMENDING ORDINANCE NO. 336 BY ADOPTING AS PART OF THE NORTH PLAINS COMPREHENSIVE PLAN THE PARKS AND RECREATION CAPITAL FACILITIES MASTER PLAN UPDATE

WHEREAS, the City of North Plains adopted Ordinance No. 336 on July 5, 2005 adopting the Parks Facilities Master Plan; and

WHEREAS, the City wishes to incorporate the Parks Facilities Master Plan as a part of the City's Comprehensive Plan; and

WHEREAS, the City provided necessary notice to the Department of Land Conservation and Development on December 30, 2005 of the proposed adoption of this ordinance so that the department will acknowledge its incorporation into the comprehensive plan.

THE CITY OF NORTH PLAINS ORDAINS AS FOLLOWS:

Section 1. The Parks and Recreation Capital Facilities Master Plan dated July 5, 2005 is hereby readopted as a part of Chapter 15.00 of the North Plains Comprehensive Plan.

INTRODUCED on the 20th day of March, 2006 **AND ADOPTED** this 3rd day of April, 2006.

CITY OF NORTH PLAINS, OREGON

By: Cheri Olson
Cheri Olson, Mayor

ATTEST:

By: Debbie Owens
Debbie Owens, City Recorder

FORM 2

DLCD NOTICE OF ADOPTION

This form must be mailed to DLCD within 5 working days after the final decision
per ORS 197.610, OAR Chapter 660 - Division 18

(See reverse side for submittal requirements)

Jurisdiction: NORTH PLAINS Local File No.: NONE
(If no number, use none)

Date of Adoption: APRIL 3, 2006 Date Mailed: DEC 30, 2005
(Must be filled in) (Date mailed or sent to DLCD)

Date the Notice of Proposed Amendment was mailed to DLCD: _____

- Comprehensive Plan Text Amendment
- Comprehensive Plan Map Amendment
- Land Use Regulation Amendment
- Zoning Map Amendment
- New Land Use Regulation
- Other: _____

(Please Specify Type of Action)

Summarize the adopted amendment. Do not use technical terms. Do not write "See Attached."

INCORPORATE PARKS MASTER PLAN
AS PART OF COMPREHENSIVE PLAN

Describe how the adopted amendment differs from the proposed amendment. If it is the same, write "Same." If you did not give notice for the proposed amendment, write "N/A."

SAME

Plan Map Changed from : _____ to _____

Zone Map Changed from: _____ to _____

Location: _____ Acres Involved: _____

Specify Density: Previous: _____ New: _____

Applicable Statewide Planning Goals: GOAL 8

Was an Exception Adopted? Yes: _____ No:



NORTH PLAINS
City to the Sunset

**PARKS AND RECREATION
CAPITAL FACILITIES MASTER
PLAN UPDATE**

adopted
July 5, 2005

PO Box 91491 • Portland, OR 97291 • 503-690-8981 • DGaner@GanerAssociates.com

**Don
Ganer &
Associates, Inc.**

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1. INTRODUCTION AND PLANNING FRAMEWORK

In September 2004, the City of North Plains hired Don Ganer & Associates, Inc. to update the City's Parks and Recreation Capital Facilities Master Plan (Plan) to reflect recently adopted changes to the City's comprehensive land use plan and Urban Planning Area. The City formed an ad hoc committee to provide guidance to the consultant and develop recommendations for consideration by the City Council. Committee members included Don Maltase, Ann Stearns, Mark Gajdostik, Margaret Reh, Blake Boyles, John Matsuo, and Don Otterman.

The ad hoc committee met five times beginning in October 2004, and on February 28, 2005 approved a recommended Plan and associated documents for consideration by the City Council.

The City's comprehensive land use plan provided the primary framework for this Plan. The planning service area includes both the current City limits and unincorporated lands which are planned for inclusion in the Urban Growth Boundary. The planning time horizon is 2004 - 2021.

The City's comprehensive plan includes a vision, goals, objectives and policies related to parks, recreation and open space. They provide the framework for the development of this Plan and include the following:

1.1 15.01.050 The Vision

1. *Livability - ...Neighborhoods will have defined centers which include public spaces such as a park or community square...A sense of community and belonging will be promoted by mixing development uses such as parks schools, homes, shopping and jobs close to one another...*

11. *Natural Areas – Our identity in the future will be also tied to our natural and open spaces areas linked by functional wildlife and recreational corridors, including McKay Creek, its tributaries, and the Pumpkin Ridge Golf Courses.*

1.2 15.01.060 Features of the Vision

2. Mixed use, pedestrian friendly, economically viable town square centered on a new rural town civic center and park, post office, retail commercial, urban residential, and office uses.

4. Natural pedestrian ways and bike paths throughout town.

9. Preserve and increase natural areas, parks and dedicated open space.

13. Linear park and wetlands along McKay Creek and its tributaries, combined with nature and wildlife trail including outdoor educational exhibits displaying new landscape, wetlands and erosion control in the community.

16. Community facilities such as library, swim center, jogging trail, and parks.

1.3 15.02.020 Land Use Planning

To insure an adequate supply of...land for uses...that provide for a complete community such as open space, institutional, public/private facility, community service, historic uses, the following categories have been developed...

Parks and Open Space: *Public and private parks and areas designated for open space by the City.*

Community Service: *...public and private facilities which serve community educational, cultural, recreational, social, and governmental functions...*

Historic Resource: *...significant historic sites and structures...*

1.4 15.02.030 Scenic and Historic Areas and Natural Resources

The McKay Creek flood plain includes other resources which may include riparian habitat, wetlands, and stream corridors.

1.4.1 15.02.034 Statewide Planning Goal 5

Goal: *To conserve open space and protect natural and scenic resources.*

1.4.2 15.02.035 City Objectives and Policies

1. Objective: *To protect and enhance the open space and natural resources of the area through proper use and development, especially McKay Creek and its tributaries.*

Policies:

(1) The City will encourage recreational uses of open space land.

(2) The City will explore the feasibility of acquiring a future park site within the 100-year flood plain of McKay Creek.

(5) The City will review an open space system, proposed acquisition of right-of-ways, and easements or lands for any city agency, for possible incorporation.

(6) The City will protect the fish and wildlife habitats in the McKay Creek stream corridor through application of its flood plain ordinance design review, and park lands overlay systems.

2. Objective: *To continually explore ways to develop and maintain an open-space network.*

Policies:

(1) The City will initiate and develop a master storm water management plan to encourage preservation of all natural drainage ways.

(2) The City will provide and preserve greenways and open space along creeks, or other water features for recreational purposes and visual aesthetics.

1.5 15.02.060 Recreation

...The recreational facilities existing in North Plains are determined inadequate to meet the future population growth needs.

1.5.1 15.02.034 Statewide Planning Goal 8

Goal: To satisfy the recreational needs of the citizens of the state and visitors.

1.5.2 15.02.065 City Objectives and Policies

1. Objective: To plan a parks and recreation system adequate to serve projected population growth.

Policies:

(1) The City will make it a top priority to identify and acquire land to serve long-range community recreation needs, in accordance with an adopted Park and Recreation Master Plan.

(2) The City will establish criteria for the use and design of proposed park and facilities development.

(3) The City will explore all avenues of acquiring Local, State, Federal, and private

funding for purchasing land for parks and their development.

(4) The City will work with neighborhood groups in identifying lands for recreational development.

(5) The City will locate new neighborhood parks to conveniently serve city residents.

(6) The City will project all park land use needs through the year 2020.

(7) The City shall establish a minimum of two acres per 1,000 population for neighborhood parks with each park to contain two to five acres with an opportunity to co-locate one park with a new elementary school.

2. Objective: A variety of community parks and outdoor recreation areas should be encourage, maintained, and enhanced.

Policies:

(1) Recreation facilities will fulfill the needs of the neighborhood and the community at large by providing recreational opportunities for all people.

(2) The City shall establish one 20 acre community park.

(3) The City shall designate stream corridors and floodplains as open space and possible linear park land.

(4) The City shall determine the sites for future park land needs in a manner that is consistent with the City's livability objectives.

(5) The City shall develop a plan to obtain needed park lands by 2005.

(6) The City shall assure that all park lands are accessible to all neighborhoods via efficient and safe linkages.

3. Objective: To plan community recreation facilities in conjunction with existing and planned school facilities so that they compliment each other in function.

Policies:

(1) The City will maintain a community facility (such as the Jessie Mays Community Hall) and retain and develop the park sites to meet the recreation needs of the City in a manner that is consistent with the City's livability objectives.

(2) The City will coordinate with the Hillsboro Elementary School District to allow use of school playground equipment and sports facilities by residents when the facilities are not in use by the school.

1.6 15.02.100 Schools Policy

(2) The City will determine if park lands shall adjoin school lands.

1.7 North and East Expansion Areas Urbanization

1. Objective: To provide for an orderly and efficient transition of land from rural to urban use through the identification and establishment of areas designated to accommodate the full range of urban uses within the North Plains expansion area.

Policies:

(1) New growth areas should be master planned to ensure development of complete neighborhoods and adequate public facilities. Neighborhoods should provide a variety of housing, usable parks and open space, school facilities, and connected streets, generally consistent with the town plan.

1.8 North and East Expansion Areas Open Space

1. Objective: Preserve, protect and maintain for present and future residents of North Plains open space, historic sites, and structures.

2. Objective: Promote and encourage development in character with the natural features of the land.

Policies:

- (1) All land within the 100-year floodplain...should be preserved as much as possible for open space, fish and wildlife habitat, urban buffers, neighborhood boundaries, future recreational development, drainage and runoff retention.

1.9 North and East Expansion Areas Recreation

1. **Objective:** To design parks and recreation facilities within the expansion area that:
 - o provides a variety of open spaces, parks and recreation facilities; and
 - o Links open spaces, parks, recreation facilities, and school via a pedestrian and bicycle trail system.

- (3) Floodplains will be considered for appropriate park and recreation facilities.

1.10 15.02.123 Projected Year 2021 Land Requirements

Table 4 includes the following summary of expansion needs for parks:

*Neighborhood: 2.6 net acres, 2.9 gross acres;
Community: 2.4 net acres, 2.7 gross acres;
Municipal: 20.0 net acres, 22.0 gross acres;
Greenway: 4.5 net acres, 4.5 gross acres.*

Policies:

- (1) In the expansion areas, useable open space shall be provided to mitigate higher overall densities and to provide public and private local parks and recreation opportunities.
- (2) The preservation of some natural areas will be considered when designing and developing parks within the expansion areas.

2. COMMUNITY PROFILE

2.1 History

Located near the original settlement of Glencoe, North Plains was platted in 1910 by the United Railways to serve as a processing and shipping point for locally grown farm and forest products. The City of North Plains was incorporated June 25, 1963.

2.2 Location and Physical Setting

North Plains is one of several communities dispersed in the predominantly agricultural area of central Washington County, in the northwestern portion of the Tualatin Valley, about four miles north of Hillsboro and 19 miles west of Portland. It is about two miles south of the rolling hills of the Tualatin Range. The topography is generally flat with a gradient toward the southeast. The terrain includes several intermittent drainageways generally flowing south and east to McKay Creek.

North Plains has excellent transportation linkages, including railroad service and State Highway 26.

2.3 Population and Demographics

North Plains' 2000 Census population was 1,605, up from 972 in 1990; with an average annual growth rate of 5.14%. The 2021 estimated population of 4,041 persons means

that population is expected to continue to grow at a rate of 4.5% per year.

Because of rapid growth, North Plains' population profile and the needs of its residents are constantly in flux. Some notable population characteristics from the 2000 census that may be important for parks and recreation planning are:

- Children and seniors, who characteristically participate in recreation activities at high rates, total 42.7% of the population.
- One person households constituted 23.8% of all households, and families with children under 18 living at home were 42.9% of the City's households. In general, children use parks and recreation facilities more frequently and have different recreational needs than adults.
- Latinos, the City's largest ethnic minority group, totaled approximately 10.3% of all residents. The interests of this group should be considered in the design of recreation programs and facilities.

3. PARKS, OPEN SPACE, AND RECREATION RESOURCES

3.1 *Greenways and Open Space*

The floodplains of McKay Creek and its tributaries represent the most significant open space resources in North Plains. Most of McKay Creek lies outside the City's current boundaries, and has been minimally impacted by agricultural development. For the most part, broad floodplains and occasional high quality vegetation structure provide attractive and natural-like greenway areas.

An unnamed tributary of the McKay Creek drainage system stretches from the northwestern edge of the City, continues through the southwestern section, and connects with McKay Creek in the southeastern section near the current City limits. The tributary has been ditched and is impacted by adjacent urban development, but these resources represent a major structure for potential public open space in the community, with potential for a connected system of greenways, linear parks and recreation opportunities; and off-street bikeways and pathways.

The City owns one 1.26 acre parcel of greenway and open space along the McKay Creek corridor. The location of this facility is identified on Map A - *Existing Parks and Recreation Facilities* (page 9). This facility is undeveloped and serves as an open space and wetland area near a residential subdivision.

For the most part, the creek corridors in and near North Plains represent high quality greenways and have not been severely impacted by urban development. Therefore, the potential for public open space and off-street pathways is excellent.

3.2. *Public Parks and Recreation Facilities*

The City currently owns 4.10 acres of land designated as parks and recreation facilities. In addition to the 1.26 acres of greenway along McKay Creek, the City's inventory includes 2.84 acres of developed parks and special use facilities. Developed Parks and Recreation Facilities include:

Neighborhood Parks and Mini-Parks

Jessie Mays Park (neighborhood park)

- site area - 1.84 acres
- existing recreational facilities
 - ball field
 - play structure
 - benches
 - picnic tables
 - lighted basketball court (2)
 - tennis court
- existing support facilities
 - parking lot
 - lighting
 - irrigation
 - signage
- remarks
 - good vegetation/plantings/signs
 - high level of development for size

Pacific Avenue Park (mini-park)

- site area - 1.00 acres
- existing recreational facilities
 - play structure
 - picnic table
- existing support facilities
 - signage
- remarks
 - borders unnamed tributary

Special Use Facilities

Community Center
(at Jessie Mays Park)

3.3 Public Schools

The City has one public school, North Plains Elementary School, sited on 13.96 acres, of which approximately 10.0 acres is used for sport fields, playgrounds, and recreation facilities.

Community Park/School Park Facilities

North Plains Elementary School

- recreation area size - 10.0 acres
- existing recreational facilities
 - baseball/softball fields (4)
 - outdoor basketball courts (6)
 - play structures (2)
 - covered play area
 - gymnasium
 - picnic shelter

3.4 Parks and Recreation Programs

The City of North Plains provides limited parks and recreation programs such as martial arts, tennis, and exercise classes staffed by volunteers. Additional recreation programs are available through the Hillsboro School District

and the nearby City of Hillsboro Parks Department.

3.5 Privately-Owned Facilities

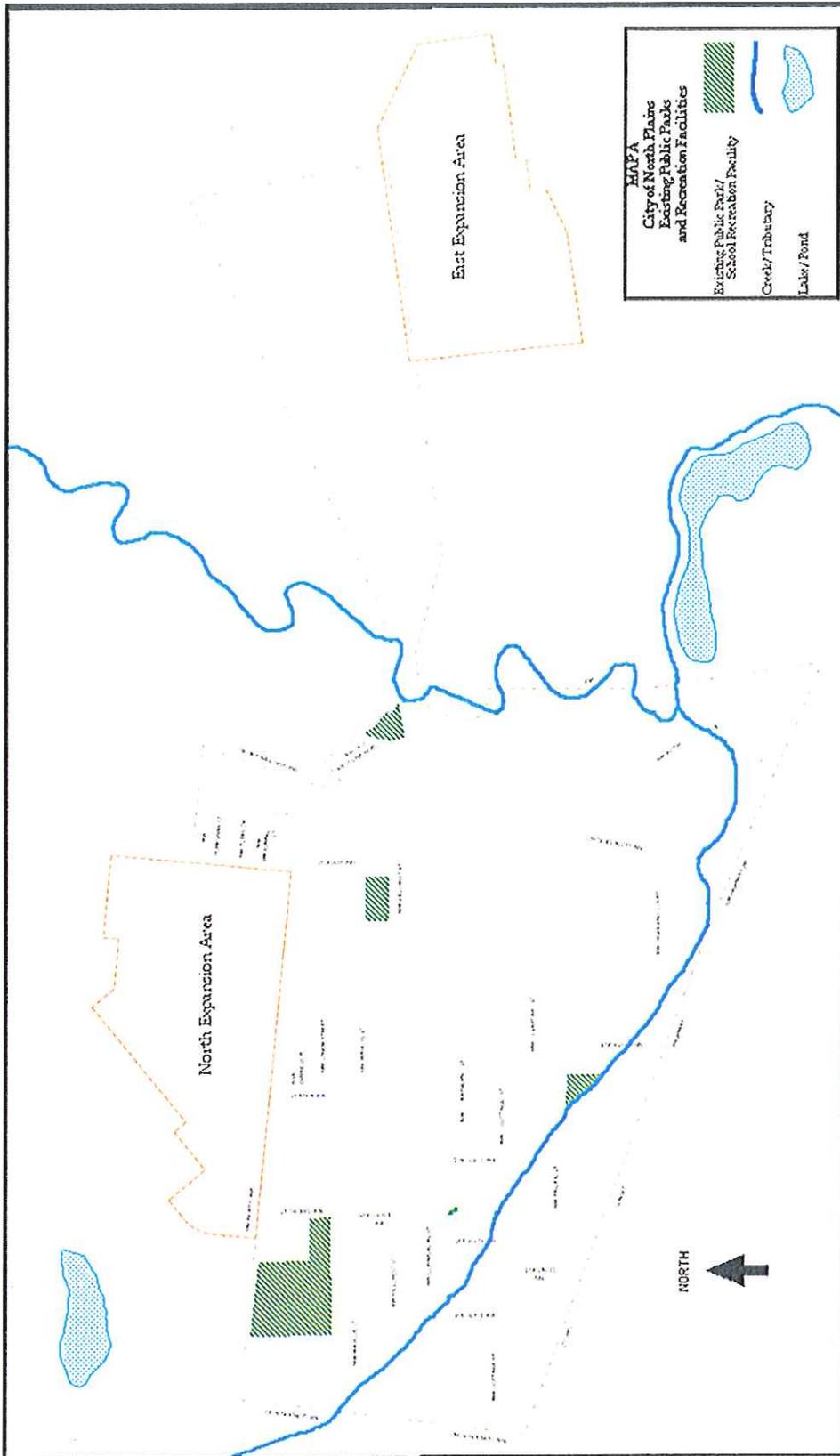
A privately-owned 36-hole championship golf facility (Pumpkin Ridge) is located approximately one mile north of the City. One 18-hole course is open to the public. Membership is required for access to the other 18-hole course.

3.6 Other Cultural Resources

North Plains has three historic buildings included in the Washington County Cultural Resources Inventory. The three structures are:

- True Value Hardware/Knights of Pythias Friendship Temple (1914)
- Morrow's Lower Tavern/North Plains Commercial bank (1911)
- Residence at 31275 N.W. Kaybern (1911)

In addition to these historic structures, the Walker Blacksmith Shop on West Union Road lies just outside the City Limits.



North Plains Parks & Recreation Capital Facilities Master Plan Update
 adopted July 5, 2005

4. NEEDS ASSESSMENT

The City's parks and recreation facility needs were identified using the planning framework goals, policies, and objectives identified in Section 1; ad hoc committee meetings; and the results of a physical inspection of existing facilities.

4.1 Ad Hoc Committee Meetings

An ad hoc committee was established to review and update the Master Plan. The primary focus of the committee was to review and analyze the:

- open space, parks and recreation requirements included in the City's updated comprehensive plan, and
- anticipated facility needs for the north and east expansion areas.

The recommendations included in this plan were developed during five meetings between October 2004 and February 2005.

4.2 Physical Inspection of Facilities

A physical inspection of existing City parks and recreation facilities was conducted to determine the physical condition and functionality of existing facilities.

The City-owned developed parks are Jessie Mays Park and Pacific Avenue Park. While intensely developed, Jessie Mays Park is well

equipped and well maintained. Pacific Avenue Park has limited facilities including a play structure and a picnic table; it is also well maintained. The other City-owned facility, McKay Creek Park is an undeveloped open space that is maintained as a natural area.

North Plains Elementary School contains the bulk of the City's parks and recreation facilities. Its facilities are both functional and well maintained.

5. PARKS AND RECREATION SYSTEM FRAMEWORK PLAN

This Plan is designed to meet City needs based on the application of specific Level of Service (LOS) Standards, and to address other needs identified by the community. LOS Standards are expressed both in units of facility per 1,000 persons and in service areas (distance from facilities), and have been developed for key types of parks and recreation facilities.

The updated LOS Standards were developed using the comprehensive plan and ad hoc committee priorities for specific types of facilities important to the local community.

5.1 Policies and Objectives

The following changes are needed in the City's policies and objectives identified in Section 1 (pages 1 through 5).

5.1.1 Section 1.5 15.02.060 Recreation, 1.5.2 15.02.065 City Objectives and Policies, Objective 2, Policy 2 (The City shall establish one 20 acre community park) should be deleted; and Section 1.5 15.02.060 Recreation, 1.5.2 15.02.065 City Objectives and Policies, Objective 2, Policy 5 (The City shall develop a plan to obtain needed park lands by 2005) should be changed to read "The City shall develop a plan to obtain needed park lands."

5.1.2 Section 1.10 15.02.123 Projected Year 2021 Land Requirements – All references to specific types of parks and acreage should be removed from Table 4.

5.2 Facility Types and Standards

Facility types and standards for park size, service area, and units per population have been developed to insure that residents are adequately served by parks and recreation facilities. Table 1 (page 12) provides descriptions of each facility type, its standards and current levels of service (if applicable), and existing sites. Facility types include:

- Mini-Park
- Neighborhood Park
- Community Park/School Park
- Special Use Park/Facility
- Greenways and Open Space
- Trails and Pathways

TABLE 1

**City of North Plains
Parks, Recreation and Open Space
Facility Types and Standards**

<u>Type of Facility</u>	<u>Use and Characteristics</u>	<u>Service Area</u>	<u>Desirable Size</u>	<u>LOS Standard / 1,000 persons</u>
Mini-Park	Small designated park facility which may include benches, play equipment, picnic tables, and/or other similar amenities; usually easily accessible only to adjacent/nearby residents. May serve as neighborhood park for areas with restricted access to other park facilities.	up to 1/4 mile radius	up to 1 acre	2.0 acres (w/neighborhood parks)
Neighborhood Park	Park facility designed to serve the daily active and passive recreation needs of a neighborhood. Usually includes playground equipment, picnic areas, and vegetation; may be co-located with or on a school site and may include areas for field games, court games, etc. Within safe and easy walking distance of area residents; does not require the crossing of major streets or other barriers. Does not include restrooms or on site parking.	up to 1/4 mile radius	1 to 4 acres	2.0 acres (w/mini parks)
Community/School Park	Area of diverse environmental qualities and uses designed to serve a population of 3,000 to 6,000 persons. May include passive recreation areas for picnicking, walking, etc. as well as areas for active recreational activities; may be co-located with or on a school site and may include areas for field games, court games, etc.. Usually includes restrooms and on-site parking. May also serve as neighborhood park for residents within 1/4 mile if playground equipment is provided.	up to 1 mile radius	5 to 10 acres	3.0 acres
Municipal Park	Large park facility designed to serve broader recreation needs than a community park. Should include a multi-facility/multi-field sports complex and other similar facilities designed to serve the needs of the entire City. Includes restrooms and on-site parking. May be co-located with a school site and, if standards are met, may also serve as a neighborhood park for residents within 1/4 mile if playground equipment is provided.	City	10+ acres	not needed at this time
Special Use Park/Facility	Facilities or areas for specialized or single purpose recreational activities, such as town squares, marinas, zoos, arenas, senior centers, community centers, etc.	variable	variable	no standard
Greenways/Open Space, Trails and Pathways	Natural open space areas or linear strips of land comprising natural or man-made resources such as streams, rivers, ridge lines, service roads, utility or transit right-of-way. May include limited recreation facilities such as trails, all weather pathways or boardwalks, small playgrounds, etc.; may use streams, floodplains, or other natural features to connect parks and open space areas to form a contiguous system. Sufficient width to protect from adjacent infringements and maintain environmental integrity. Used for walking, hiking, bicycling, horseback riding, etc. Trailhead facilities may include restrooms and/or limited parking.	City	variable	4.5 acres (greenways/open space) 2,200 l.f. (trails/pathways)

The System Framework Plan is designed to provide facilities to achieve the City's parks and recreation goals and objectives, and to meet the needs of the City at the neighborhood, community, and City-wide levels. Facility types and minimum standards for park size, service area, and acreage per population have been developed to insure that residents are adequately served by parks and recreation facilities.

Mini-parks, neighborhood parks, and community/school parks are designed to serve areas smaller than the entire City, so Service Areas (expressed as radius) have been designated for these types of facilities. These service area radii are displayed on Map B (page 17) to show the locations of existing facilities and to show where additional facilities are needed.

5.3 Facility Recommendations

The System Framework Plan builds on the strengths of North Plains' existing parks and recreation system, responds to the needs assessment of this planning effort, and helps implement adopted policies of the City's Comprehensive Land Use Plan. Map B (page 17) shows the locations of existing and needed parks and recreation facilities resulting from the application of the Level of Service standards outlined in Table 1 (page 12).

In addition to Level of Service Standards which address access, acreage, and facility requirements, the City also needs to develop and adopt standards addressing items such as playground equipment design and functionality, security, turf and irrigation, park furnishings, and park amenities. A Capital Improvements Plan with suggested projects to upgrade existing facilities and provide new facilities to improve the levels of service provided to North Plains' residents and meet population growth needs is included as Appendix A.

5.3.1 Mini-Parks/Neighborhood Parks

The City currently has one developed mini-park (Pacific Avenue) and one developed Neighborhood Park (Jessie Mays). The City will need to acquire/develop new mini-parks and neighborhood parks in parks-deficient areas and to meet population growth needs through 2021.

Mini-parks (up to 1 acre in size) provide playground facilities and similar facilities to serve the needs of nearby residents. They provide a good alternative for neighborhood parks in areas that are either already built-out or do not have land available for larger neighborhood parks (1 to 4 acres).

Currently, no mini-park or neighborhood park is safely accessible within 1/4 mile of residents in the southeast (east of Glencoe Road) and north (north of North Avenue) portions of the City. Application of the Level of Service Standard of 2.0 acres per 1,000 persons (Table 1, page 9) indicates that the City will need to add 4.78 acres of mini-parks or neighborhood parks to meet growth needs through the year 2021.

Specific needed improvements to meet Level of Service standards include:

Southeast mini-park/neighborhood park

- Acquire/develop a mini-park or neighborhood park in the southeast portion of the City (east of Glencoe Road).

Expansion area mini-park/neighborhood parks

- Acquire/develop approximately 4.5 acres of mini-parks and/or neighborhood parks in the north and east expansion areas.

No specific needed improvements have been identified for the existing mini-park and neighborhood park.

5.3.2 Community/School Parks

Community Parks are designed to serve the passive and active recreation needs for 3,000 to 6,000 persons within a one-mile radius. The most efficient and effective means of providing for some of the future community parks needs is to continue the community/school park

concept that exists between the City of North Plains and the Hillsboro School District.

The City will need to acquire/develop or provide alternatives for new community parks in order to improve the level of service and meet expected population growth needs through 2021. Joint location of a new community park with a school should be explored if a new elementary school is built in the east expansion area. If this is not possible, a stand-alone community park may be necessary.

Application of the Level of Service Standard of 3.0 acres per 1,000 persons (Table 1, page 9) indicates that the City will need to acquire approximately 5.42 acres to meet growth needs for community/school parks. Specific needed improvements to meet Level of Service standards include:

Community/school park

- Acquire/develop approximately 5.42 acres of community/school parks.

No specific needed improvements have been identified for the existing community/school park (North Plains Elementary School).

5.3.3 Municipal Parks

The need for a twenty-acre municipal park has been identified as a goal in the City's comprehensive plan. Municipal parks serve broad recreation needs and may include a multi-facility/multi-field sports complex, but the current and projected population of North Plains through 2040 (approximately 10,000 people) are not sufficient to fund and maintain such a facility. Municipal Parks are not needed and should not be considered at this stage of development in the City.

5.3.4 Greenways, Open Space, Trails and Pathways

McKay Creek and its tributaries are recommended as a system of public greenways and open space, including all-weather trails and pathways. The recreational functions of the creek corridors should be limited primarily to open space and habitat preservation, flood control, horseback riding, cycling and walking on all-weather surface paths, and nature recreation.

New subdivisions should be encouraged to dedicate floodways and creek corridors to the City, and a high priority should be placed on acquiring access to corridor areas within the City through the use of land conservation trusts, easements, donations and other mechanisms.

Application of the Level of Service Standard of 4.5 acres per 1,000 persons (Table 1, page 9) indicates that the City will need to acquire

approximately 16.93 acres to repair deficiencies, meet growth needs, and improve the level of service. Approximately 8,890 linear feet of all-weather trails/pathways will also be needed. Specific needed improvements to meet Level of Service standards include:

Greenways, Open Space, Trails and Pathways

- Acquire approximately 16.93 acres of greenways and open space.
- Develop approximately 8,890 linear feet of 10-foot wide all-weather trails/pathways (including two trailheads with parking and restroom facilities) to provide for recreation, linkage, and access to parks, schools, and open space areas. This should include a linkage between the North Plains Elementary School and the trail adjacent to the unnamed tributary.

No other needed improvements have been identified for existing greenways, open space, trails, or pathways.

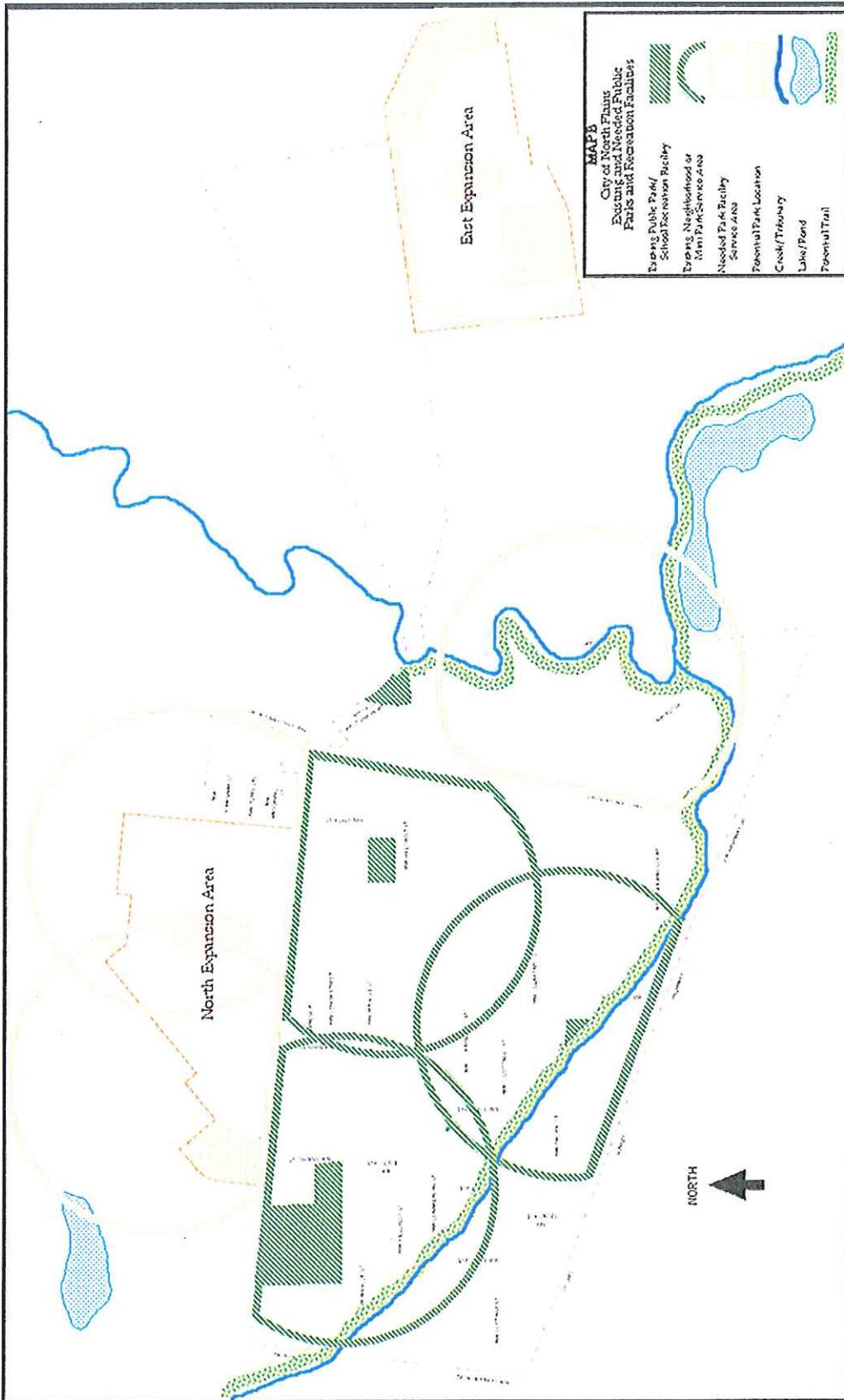
5.4 Maintenance Recommendations

Maintenance Standards

The City should develop a maintenance management plan using guidelines such as those included in Park Maintenance Standards, published by the National Recreation and Park Association (1986). This publication includes a Maintenance Standard Classification System with six maintenance "modes":

- Mode I - State of the Art Level
- Mode II - High Level
- Mode III - Moderate Level
- Mode IV - Moderately Low Level
- Mode V - High Visitation Natural Areas
- Mode VI - Minimum Level

Each “mode” includes specific maintenance requirements for turf care, fertilizer, irrigation, litter control, pruning, disease and insect control, snow removal, lighting, surfaces, repairs, inspection, floral plantings, restrooms, and special features. Park Maintenance Standards also includes productivity standards for most common maintenance tasks.



6. FUNDING

This section provides a description of a variety of sources which may be used to fund parks and recreation facilities and improvements. This is an overview of commonly used funding sources; additional funding sources not included in this list may also be available.

6.1 System Development Charges (SDC's)

System Development Charges (SDC's) are fees paid by new development to help pay a portion of the costs of capital facilities needed to serve new development. SDC revenues may not be used to repair deficiencies, construct administrative facilities, fund operations or maintenance activities, or make repairs to existing facilities.

6.2 General Obligation Bonds (G.O. Bonds)

G.O. Bonds are debt instruments which may be sold by the City to fund new parks and recreation facilities, or make improvements to existing facilities. These are repaid with property tax revenue generated by a special levy that is outside the limits imposed by ballot measure #5 (1990), and #50 (1997). Voters must approve G.O. Bond sales either in a General Election in an even numbered year, or in another election in which a minimum of 50% of registered voters participate. G.O. Bond revenues may not be used for operations, maintenance, or repairs; but they may be used for renovations to existing facilities.

6.3 Revenue Bonds/Certificates of Participation

Revenue bonds and certificates of participation are debt instruments which commit specific revenue sources, such as service or user fees, or special tax revenues for repayment of principal and interest on borrowed funds. Revenue bonds are widely used by utility and enterprise operations to fund large scale improvements, and they do not require voter approval. A reliable long-term source of revenue must be available to commit in order to use revenue bonds for parks and recreation projects.

6.4 Local Improvement Districts

Residents may choose to form a local improvement district (LID) to pay for capital improvements or maintenance of facilities through special assessments on their property. This method requires the approval of at least 60% of the owners of land within the proposed district, and must represent at least 60% of the land abutting the proposed improvement. The use of LID's may be appropriate for new mini-parks in locations where homeowner associations do not exist or are not formed.

6.5 General Fund Revenues

General fund revenues consist chiefly of property taxes derived from the permanent tax rate, and are subject to the \$10 combined limit on local government taxing agencies imposed

by Measure #5 (1990). General fund revenues offer a source of funds for facility operations and maintenance, and may be available on a limited basis for “pay-as-you-go” capital improvements. The limited availability of unrestricted general fund revenues makes them a very unlikely source of funds for parks and recreation capital improvements.

6.6 Local Option Levies for Capital Improvements

A local option levy for capital improvements provides for a separate property tax levy outside the City’s permanent rate limit, subject to the \$10 combined rate limit imposed under Measure #5. This levy may be used to fund a capital project or group of projects over a specified period of time, up to 10 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. Local option levies require voter approval and are subject to the double majority requirement of Measure #50.

6.7 Local Option Levies for Operations

A local option levy for operations provides for a separate property tax levy outside the City’s permanent rate limit, subject to the \$10 combined rate limit imposed under Measure #5. This levy may be used to fund a operations and maintenance activities over a specified period of time, up to 5 years. These local option levies

require voter approval and are subject to the double majority requirement of Measure #50.

6.8 User Fees and Rents

User fees and rents are direct charges to individuals and groups who use specific programs, facilities and services. These fees and rents usually help pay only a portion of the costs of providing programs and services. User fees generally are set at levels sufficient to cover only a portion of program and maintenance costs, and are rarely used to fund capital projects.

6.9 Sponsorships/Partnerships/Donations

Public, private, and/or not-for-profit organizations may be willing to fund outright or join together with the City to provide additional parks and recreation facilities and/or services. The City should explore the use of partnerships, sponsorships, and donations as a method of providing additional parks and recreation facilities and/or services for the community.

6.10 Federal/State/Other Grants

Federal, state, and other government agencies and foundations often make funds available to serve specific purposes related to parks and recreation; such as land and water conservation, open space preservation, bicycle path construction, or blighted area improvements.

Grants often have conditions and limitations, such as providing for project planning but not construction, and they may require a local match, either in dollars, in-kind services, or both. The availability of many grants has decreased in recent years due to federal and state cutbacks in funding, but new grants have recently become available for trails and parks projects. The City should explore the availability of grants to provide for needs identified in the master plan and for other worthwhile projects. Some potential sources include the following:

Land and Water Conservation Fund

Oregon Parks and Recreation Department (OPRD) administers this program, which uses federal dollars from the Department of Interior, National Park Service that are passed down to the states for acquisition, development, and rehabilitation of park and recreation areas and facilities.

Web: <http://www.prd.state.or.us/grants-lwcf.php>

Contact: Marilyn Lippincott
Grants Project Officer
503-378-4168 ext. 241

Recreation Trails Program

Every year, the Oregon Parks and Recreation Department accepts applications for Recreational Trail Program (RTP) grants. Projects eligible for RTP funding include the maintenance and restoration of existing trails, development and rehabilitation of trailhead facilities, construction of new recreation trails,

and acquisition of easements and fee simple titles to property.

Web: <http://www.prd.state.or.us/grants-rectrails.php>

Contact: Sean Loughran
State Trail Coordinator
Oregon Parks and Recreation Department
503-378-4168 ext. 477

National Fish and Wildlife Foundation

This organization funds projects to conserve and restore fish, wildlife and native plants through challenge grants, small grants, and special grants.

Web: <http://www.nfwf.org>

Contact: Suzanne Piluso
Project Coordinator
Pacific Northwest Region
Suzanne.Piluso@nfwf.org
503-417-8700

Ben B. Cheney Foundation

The Ben B. Cheney Foundation makes grants to entities in Washington, Oregon, and Northern California for capital projects and program development related to civic and cultural activities, education, health, social services, and youth and the elderly.

Contact: William O. Rieke M.D.,
Executive Director
253-572-2442

Bill and Melinda Gates Foundation

Priority is given to investments that serve as a catalyst to quicken the pace of progress, and to efforts whose net effect is to augment, not supplant, government funding streams. Grants are made by submitting a letter of inquiry to one of the following program areas Global Health, Pacific Northwest, and Public Access to Information.

Web: <http://www.gatesfoundation.org>

The Conservation Fund American Greenways Program

The American Greenways DuPont Awards Program is administered by The Conservation Fund, and provides small grants to local greenway projects.

Web: <http://www.conservationfund.org/conservation/amgreen/index.html>

Contact: Amy Gibson
703-525-6300

The Collins Foundation

The Foundation funds projects that focus on developing the arts, humanities, education, environment, religion, youth activities, and community.

Web: <http://www.collinsfoundation.org>

Contact: Cynthia G. Adams
503-227-7171

Fohs Foundation

The foundation funds projects for economic

development, human services, children/youth, environment, and education in the northwest.

Contact: Rosemary Cooper
Secretary-Treasurer
541-447-1587

Ford Family Foundation

This foundation makes grants to organizations in rural communities in Oregon and the northwest for projects related to community improvement and development, education, and recreation.

Web: <http://www.tfff.org>

Contact: Susie Johnston-Forte
Roseburg Forest Products Co.
541-957-5574

Meyer Memorial Trust

The Trust offers both general-purpose grants and small grants for capital projects, program development, general operations, and continuing project support.

Web: <http://www.mmt.org>

Contact: Charles S. Rooks
Executive Director
503-228-5512

The Oregon Community Foundation

The Oregon Community Foundation makes grants to tax exempt 501(c)(3) organizations throughout Oregon for various causes including community enrichment, economic development, capital projects, program

development and expansion, and matching funding. This source is a potential for projects which involve partnering between the County and eligible organizations.

Web: <http://www.oregoncommunityfound.org>

Contact: Gregory A. Chaill
President
503-227-6846

Woodard Family Foundation

The Woodard Family Foundation makes grants to non-profit entities in Oregon for religious, charitable, scientific, educational, and economic development purposes.

Contact: Carlton Woodard
President
Woodard Family Foundation
503-942-2458

The Brainerd Foundation

The Brainerd Foundation is a grantmaking institution dedicated to protecting the environmental quality of the Pacific Northwest.

Web: <http://www.brainerd.org/>

Contact: The Brainerd Foundation
1601 Second Avenue, Suite 610
Seattle, WA 98101
206-448-0676

The Bullitt Foundation

The Bullitt Foundation supports non-profit organizations in efforts to protect and restore

the environment of the Pacific Northwest.

Web: <http://www.bullitt.org>

Contact: The Bullitt Foundation
1212 Minor Avenue
Seattle, WA 98101-2825
206-343-0807

River Network

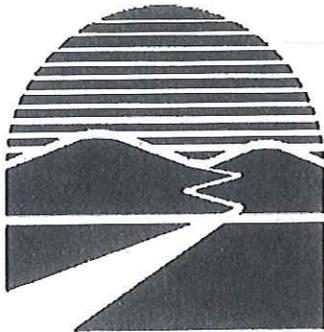
River Network offers watershed assistance grants to local watershed partnerships to support organizational development and long-term effectiveness.

Web: <http://www.rivernetwork.org>

Contact: River Network
520 SW 6th Avenue
Portland, OR 97204
503-241-3506

APPENDIX

CAPITAL FACILITIES PLAN									summary page
City of North Plains									adopted 07/05/05
Parks and Recreation Facilities									
2005 - 2021									
		<u>YRS</u>	<u>TOTAL PROJECT COST</u>	<u>% GROWTH NEED</u>	<u>SDC-ELIGIBLE PORTION OF TOTAL COST</u>	<u>% OTHER NEED</u>	<u>OTHER PORTION OF TOTAL COST</u>	<u>PROJECT FUNDING SOURCES</u>	
	sub-total	05-10	\$4,791,000	81.07%	\$3,884,053	18.93%	\$906,947		
	sub-total	11-21	\$2,847,470	83.78%	\$2,385,493	16.22%	\$461,977		
TOTALS			\$7,638,470	82.08%	\$6,269,545	17.92%	\$1,368,925		
Mini-Parks									
Community/Neighborhood Parks			\$420,000	54.81%	\$230,200	45.19%	\$189,800		
Greenways/Open Space			\$4,074,000	100.00%	\$4,074,000	0.00%	\$0		
Trails/Pathways			\$2,368,800	63.59%	\$1,506,400	36.41%	\$862,400		
Totals			\$775,670	59.17%	\$458,945	40.83%	\$316,725		
			\$7,638,470	82.08%	\$6,269,545	17.92%	\$1,368,925		



NORTH PLAINS
City to the Sunset

CITY OF NORTH PLAINS, OREGON

**PARKS AND RECREATION
CAPITAL FACILITIES MASTER PLAN**

Adopted March 20, 2000, by Ordinance No. 270
Revised and Adopted July 18, 2005, by Ordinance No. 336
Revised and Adopted April 3, 2006, by Ordinance No. 348

Revised September 24, 2009



NORTH PLAINS
City to the Sunset

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1. INTRODUCTION AND PLANNING FRAMEWORK

In 2008 the North Plains Citizens for Parks Improvements, Inc. conducted a survey of North Plains residents to gather information on community preferences and needs for a park and recreation system. The results of that survey are incorporated into this master plan update.

An ad hoc committee met in 2009 to review the results of the survey and to consider amendments to the master plan based upon the results of that survey. The committee was made up of the following members: David Hatcher, Teri Haas, Douglas Nunnenkamp, Heather LaBonte, Andrea Johnson, North Plains Elementary School Principals John Matsuo and Craig Harlow, Jessamyn Bothwell, Public Works Director Blake Boyles, and City Manager Donald H. Otterman.

The City's comprehensive land use plan and parks survey provided the primary framework for this Plan. The planning service area includes both the current City limits and unincorporated lands which are planned for inclusion in the Urban Growth Boundary. The planning time horizon is 2009 - 2021.

The City's comprehensive plan includes a vision, goals, objectives and policies related to parks, recreation and open space. They provide the framework for the development of this Plan and include the following:

1.1 Section 15.01.050 - The Vision

1. *Livability - ...Neighborhoods will have defined centers which include public spaces such as a park or community square...A sense of community and belonging will be promoted by mixing development uses such as parks schools, homes, shopping and jobs close to one another...*

11. *Natural Areas -- Our identity in the future will be also tied to our natural and open spaces areas linked by functional wildlife and recreational corridors, including McKay Creek, its tributaries, and the Pumpkin Ridge Golf Courses.*

1.2 Section 15.01.060 - Features of the Vision

2. *Mixed use, pedestrian friendly, economically viable town square centered on a new rural town civic center and park, post office, retail commercial, urban residential, and office uses.*

4. *Natural pedestrian ways and bike paths throughout town.*

9. *Preserve and increase natural areas, parks and dedicated open space.*

13. *Linear park and wetlands along McKay Creek and its tributaries, combined with nature and wildlife trail including outdoor educational exhibits displaying new landscape, wetlands and erosion control in the community.*

16. *Community facilities such as library, swim center, jogging trail, and parks.*

1.3 Section 15.02.020 - Land Use Planning

To insure an adequate supply of...land for uses...that provide for a complete community such as open space, institutional, public/private facility, community service, historic uses, the following categories have been developed...

Parks and Open Space: *Public and private parks and areas designated for open space by the City.*

Community Service: ...public and private facilities which serve community educational, cultural, recreational, social, and governmental functions...

Historic Resource: ...significant historic sites and structures...

1.4 Section 15.02.030 - Scenic and Historic Areas and Natural Resources

The McKay Creek flood plain includes other resources which may include riparian habitat, wetlands, and stream corridors.

1.4.1 Section 15.02.034 - Statewide Planning Goal 5

Goal: To conserve open space and protect natural and scenic resources.

1.4.2 Section 15.02.035 - City Objectives and Policies

1. Objective: To protect and enhance the open space and natural resources of the area through proper use and development, especially McKay Creek and its tributaries.

Policies:

- (1) The City will encourage recreational uses of open space land.*
- (2) The City will explore the feasibility of acquiring a future park site within the 100-year flood plain of McKay Creek.*
- (5) The City will review an open space system, proposed acquisition of right-of-ways, and easements or lands for any city agency, for possible incorporation.*
- (6) The City will protect the fish and wildlife habitats in the McKay Creek stream corridor through application of its flood plain ordinance design review, and park lands overlay systems.*

2. Objective: To continually explore ways to develop and maintain an open-space network.

Policies:

- (1) The City will initiate and develop a master storm water management plan to encourage preservation of all natural drainage ways.*
- (2) The City will provide and preserve greenways and open space along creeks, or other water features for recreational purposes and visual aesthetics.*

1.5 Section 15.02.060 - Recreation

...The recreational facilities existing in North Plains are determined inadequate to meet the future population growth needs.

1.5.1 Section 15.02.034 Statewide Planning Goal 8

Goal: To satisfy the recreational needs of the citizens of the state and visitors.

1.5.2 Section 15.02.065 - City Objectives and Policies

1. Objective: To plan a parks and recreation system adequate to serve projected population growth.

Policies:

- (1) *The City will make it a top priority to identify and acquire land to serve long-range community recreation needs, in accordance with an adopted Park and Recreation Master Plan.*
 - (2) *The City will establish criteria for the use and design of proposed park and facilities development.*
 - (3) *The City will explore all avenues of acquiring Local, State, Federal, and private funding for purchasing land for parks and their development.*
 - (4) *The City will work with neighborhood groups in identifying lands for recreational development.*
 - (5) *The City will locate new neighborhood parks to conveniently serve city residents.*
 - (6) *The City will project all park land use needs through the year 2020.*
 - (7) *The City shall establish a minimum of two acres per 1,000 population for neighborhood parks with each park to contain two to five acres with an opportunity to co-locate one park with a new elementary school.*
2. *Objective: A variety of community parks and outdoor recreation areas should be encourage, maintained, and enhanced.*

Policies:

- (1) *Recreation facilities will fulfill the needs of the neighborhood and the community at large by providing recreational opportunities for all people.*
 - (2) *The City shall establish one 20 acre community park.*
 - (3) *The City shall designate stream corridors and floodplains as open space and possible linear park land.*
 - (4) *The City shall determine the sites for future park land needs in a manner that is consistent with the City's livability objectives.*
 - (5) *The City shall develop a plan to obtain needed park lands by 2005.*
 - (6) *The City shall assure that all park lands are accessible to all neighborhoods via efficient and safe linkages.*
3. *Objective: To plan community recreation facilities in conjunction with existing and planned school facilities so that they compliment each other in function.*

Policies:

- (1) *The City will maintain a community facility (such as the Jessie Mays Community Hall) and retain and develop the park sites to meet the recreation needs of the City in a manner that is consistent with the City's livability objectives.*

- (2) *The City will coordinate with the Hillsboro Elementary School District to allow use of school playground equipment and sports facilities by residents when the facilities are not in use by the school.*

1.6 Section 15.02.100 - Schools Policy

- (2) *The City will determine if park lands shall adjoin school lands.*

1.7 North and East Expansion Areas Urbanization

1. *Objective: To provide for an orderly and efficient transition of land from rural to urban use through the identification and establishment of areas designated to accommodate the full range of urban uses within the North Plains expansion area.*

Policies:

- (1) *New growth areas should be master planned to ensure development of complete neighborhoods and adequate public facilities. Neighborhoods should provide a variety of housing, usable parks and open space, school facilities, and connected streets, generally consistent with the town plan.*

1.8 North and East Expansion Areas Open Space

1. *Objective: Preserve, protect and maintain for present and future residents of North Plains open space, historic sites, and structures.*
2. *Objective: Promote and encourage development in character with the natural features of the land.*

Policies:

- (1) *All land within the 100-year floodplain...should be preserved as much as possible for open space, fish and wildlife habitat, urban buffers, neighborhood boundaries, future recreational development, drainage and runoff retention.*

1.9 North and East Expansion Areas Recreation

1. *Objective: To design parks and recreation facilities within the expansion area that:*

- *Provides a variety of open spaces, parks and recreation facilities; and*
- *Links open spaces, parks, recreation facilities, and school via a pedestrian and bicycle trail system.*

Policies:

- (1) *In the expansion areas, useable open space shall be provided to mitigate higher overall densities and to provide public and private local parks and recreation opportunities.*

- (2) *The preservation of some natural areas will be considered when designing and developing parks within the expansion areas.*

- (3) *Floodplains will be considered for appropriate park and recreation facilities.*

1.10 Section 15.02.123 - Projected Year 2021 Land Requirements

Table 4 includes the following summary of expansion needs for parks:

Neighborhood: 2.6 net acres, 2.9 gross acres;
Community: 2.4 net acres, 2.7 gross acres;
Municipal: 20.0 net acres, 22.0 gross acres;
Greenway: 4.5 net acres, 4.5 gross acres.

2. COMMUNITY PROFILE

2.1 History

Located near the original settlement of Glencoe, North Plains was platted in 1910 by the United Railways to serve as a processing and shipping point for locally grown farm and forest products. The City of North Plains was incorporated June 25, 1963.

2.2 Location and Physical Setting

North Plains is one of several communities dispersed in the predominantly agricultural area of central Washington County, in the northwestern portion of the Tualatin Valley, about four miles north of Hillsboro and 19 miles west of Portland. It is about two miles south of the rolling hills of the Tualatin Range. The topography is generally flat with a gradient toward the southeast. The terrain includes several intermittent drainage ways generally flowing south and east to McKay Creek.

North Plains has excellent transportation linkages, including railroad service and State Highway 26.

2.3 Population and Demographics

North Plains' 2000 2008 Census population was 1,605 1905, up from 972 1605 in 1990 2000; with an average annual growth rate of 5-14 2.33%. The 2021 estimated population of 4,041 persons means that population is expected to continue to grow at a rate of 4.5% per year.

Because of rapid growth, North Plains' population profile and the needs of its residents are constantly in flux. Some notable population characteristics from the 2000 census that may be important for parks and recreation planning are:

- Children and seniors, who characteristically participate in recreation activities at high rates, total 42.7% of the population.
- One person households constituted 23.8% of all households, and families with children under 18 living at home were 42.9% of the City's households. In general, children use parks and recreation facilities more frequently and have different recreational needs than adults.
- Latinos, the City's largest ethnic minority group, totaled approximately 10.3% of all residents. The interests of this group should be considered in the design of recreation programs and facilities.

3. PARKS, OPEN SPACE, AND RECREATION RESOURCES

3.1 Greenways and Open Space

The floodplains of McKay Creek and its tributaries represent the most significant open space resources in North Plains. Most of McKay Creek lies outside the City's current

boundaries, and has been minimally impacted by agricultural development. For the most part, broad floodplains and occasional high quality vegetation structure provide attractive and natural-like greenway areas.

An unnamed tributary of the McKay Creek drainage system stretches from the northwestern edge of the City, continues through the southwestern section, and connects with McKay Creek in the southeastern section near the current City limits. The tributary has been ditched and is impacted by adjacent urban development, but these resources represent a major structure for potential public open space in the community, with potential for a connected system of greenways, linear parks and recreation opportunities; and off-street bikeways and pathways.

The City owns one 1.26 acre parcel of greenway and open space along the McKay Creek corridor. The location of this facility is identified on Map A - *Existing Parks and Recreation Facilities* (page 7). This facility is undeveloped and serves as an open space and wetland area near a residential subdivision.

For the most part, the creek corridors in and near North Plains represent high quality greenways and have not been severely impacted by urban development. Therefore, the potential for public open space and off-street pathways is excellent.

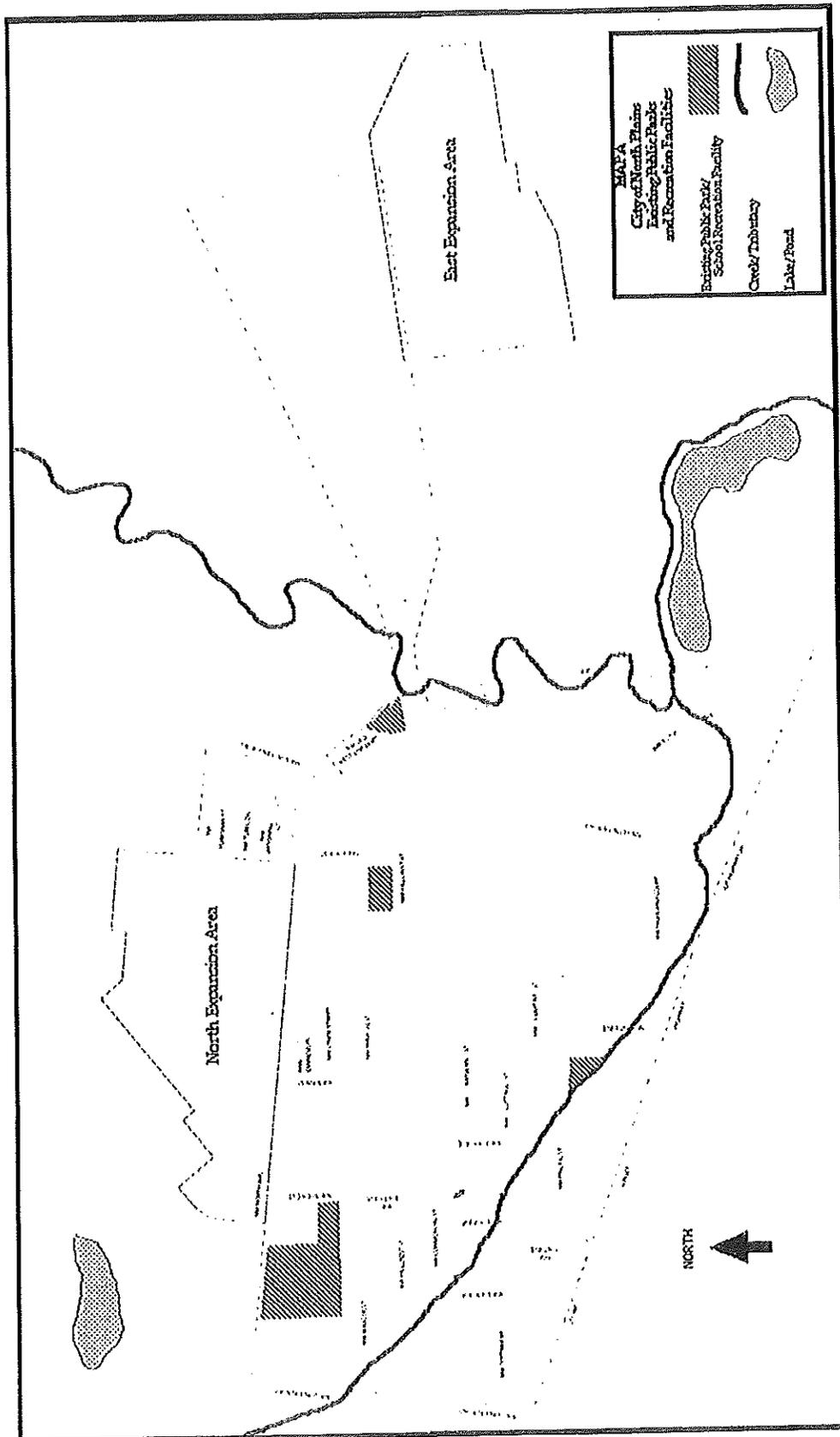
3.2. Public Parks and Recreation Facilities

The City currently owns ~~4.10~~ 4.27 acres of land designated as parks and recreation facilities. In addition to the 1.26 acres of greenway along McKay Creek, the City's inventory includes ~~2.84~~ 3.01 acres of developed parks and special use facilities. Developed Parks and Recreation Facilities include:

Neighborhood Parks and Mini-Parks:

Jessie Mays Park (Neighborhood Park)

- site area - 1.84 acres
- existing recreational facilities
 - ball field
 - play structure
 - benches
 - picnic tables
 - lighted basketball court (2)
 - tennis court
- existing support facilities
 - parking lot
 - lighting
 - irrigation
 - signage
- remarks
 - good vegetation/plantings/signs
 - high level of development for size



Pacific Avenue Park (Mini-Park)

- site area - 1.00 acres
- existing recreational facilities
 - play structure
 - picnic table
- existing support facilities
 - signage
- remarks
 - borders unnamed tributary

Kaybern Park (Mini-Park)

- site area - .17 acres
- existing recreational facilities
 - picnic table
 - benches
- remarks
 - developed in 2009 as a passive park

Special Use Facilities:

Community Center (at Jessie Mays Park)

3.3 Public Schools

The City has one public school, North Plains Elementary School, sited on 13.96 acres, of which approximately 10.0 acres is used for sport fields, playgrounds, and recreation facilities.

Community Park/School Park Facilities:

North Plains Elementary School

- recreation area size - 10.0 acres
- existing recreational facilities
 - baseball/softball fields (4)
 - outdoor basketball courts (6)
 - play structures (2)
 - covered play area
 - gymnasium
 - picnic shelter

3.4 Parks and Recreation Programs

The City of North Plains provides limited parks and recreation programs which vary year to year. such as martial arts, tennis, and exercise classes staffed by volunteers. Additional recreation programs are available through the Hillsboro School District and the nearby City of Hillsboro Parks Department.

3.5 Privately-Owned Facilities

A privately-owned 36-hole championship golf facility (Pumpkin Ridge) is located approximately one mile north of the City. One 18-hole course is open to the public. Membership is required for access to the other 18-hole course.

3.6 Other Cultural Resources

North Plains has three historic buildings included in the Washington County Cultural Resources Inventory. The three structures are:

- North Plains Hardware/Knights of Pythias Friendship Temple (1914)
- Morrow's Lower Tavern/North Plains Commercial Bank (1911)
- Residence at 31275 N.W. Kaybern (1911)

In addition to these historic structures, the Walker Blacksmith Shop on NW West Union Road lies just outside the City Limits.

4. NEEDS ASSESSMENT

The City's parks and recreation facility needs were identified using the planning framework goals, policies, and objectives identified in Section 1; ad hoc committee meetings; and the results of a physical inspection of existing facilities.

4.1 Ad Hoc Committee Meetings

An ad hoc committee was established to review and update the Master Plan based upon the parks survey that was conducted in 2008. The primary focus of the committee was to review and analyze the:

- open space, parks and recreation requirements included in the City's updated comprehensive plan;
- suggestions gathered in the parks survey report completed in 2009; and
- anticipated facility needs for the north and east expansion areas.

The recommendations included in this plan were developed during meetings held in 2009.

4.2 Physical Inspection of Facilities

A physical inspection of existing City parks and recreation facilities was conducted to determine the physical condition and functionality of existing facilities.

The City-owned developed parks are Jessie Mays Park, and Pacific Avenue Park and Kaybern Park. While intensely developed, Jessie Mays Park is well equipped and well maintained. Pacific Avenue Park has limited facilities including a play structure and a picnic table; it is also well maintained. Kaybern Park is developed with passive recreation improvements including a picnic table and benches. The other City-owned facility, McKay Creek Park is an undeveloped open space that is maintained as a natural area.

North Plains Elementary School contains the bulk of the City's parks and recreation facilities. Its facilities are both functional and well maintained.

4.3 Summary Results of Survey

The results of the survey that was conducted in 2008 are as follows:

- North Plains residents highly value parks and recreation, but express dissatisfaction with existing opportunities within the city, and
- Residents consistently express a need and desire for both new park amenities and more programmed recreational activities, and
- A lack of local amenities leads city residents to travel in order to meet their parks and recreation needs. The most frequent destination is Hillsboro.
- Swimming, trails, playground equipment and a recreation center receive consistent support. While there also is a lot of support for skateboard parks, some residents oppose this feature.
- Many residents travel to other regional parks and natural areas for regular recreation, e.g. swimming, hiking, and would like to see such options available in North Plains, and
- Residents report that they do not frequently visit city parks because there is little to do there, and
- Most respondents support developing a large community park as well as a system of smaller neighborhood parks, and

- There is support for active parks and skateboard parks in the city, and
- Students visit Jessie Mays Park and use other spaces in North Plains to recreate but travel to nearby communities for sports, swimming and special activities, and
- Soccer and swimming are listed as the most popular pastimes; students also favor a local pool or aquatic center.

4.4 Detailed Survey Results

Survey respondents were asked how often do you and your family visit a park in North Plains? About a third of the respondents reported visiting a city park only a few times a year while about 28% use a park once a week. Twenty percent never visit a city park, and 7% visit a city park every day.

The survey asked the question, "How important are parks and recreation programs to your family and your quality of life?" Almost 75% of the respondents report that they are somewhat or very important to their quality of life; however, only 35% visit a park once a week.

The survey asked the question, "How satisfied are you with parks and recreation opportunities available in North Plains?"

Slightly less than half (47%) of those surveyed are not satisfied with parks and recreation opportunities, while 28% are satisfied.

The survey asked the question, "If you do not regularly visit a park in North Plains, what is the primary reason?"

Over 80% of the respondents stated that the main reason was that there was nothing to do at the park.

Based upon the survey results, the existing parks are not utilized by most residents and the reason is that the parks have little to attract use.

5. PARKS AND RECREATION SYSTEM FRAMEWORK PLAN

This Plan is designed to meet City needs based on the application of specific Level of Service (LOS) Standards, and to address other needs identified by the community. LOS Standards are expressed both in units of facility per 1,000 persons and in service areas (distance from facilities), and have been developed for key types of parks and recreation facilities.

The updated LOS Standards were developed using the comprehensive plan and ad hoc committee priorities for specific types of facilities important to the local community.

5.1 Policies and Objectives

The following changes are needed in the City's policies and objectives identified in Section 1 (pages 1 through 5).

1. Section 1.5 Section 15.02.060 - Recreation, 1.5.2 Section 15.02.065 - City Objectives and Policies, Objective 2, Policy 2 (The City shall establish one 20 acre community park) should be deleted.
2. Section 1.5 Section 15.02.060 - Recreation, 1.5.2 Section 15.02.065 - City Objectives and Policies, Objective 2, Policy 5 (The City shall develop a plan to obtain needed park lands by 2005) should be changed to read "The City shall develop a plan to obtain needed park lands."

3. Section 1.10: Section 15.02.123 Projected Year 2021 Land Requirements – All references to specific types of parks and acreage should be removed from Table 4.

5.2 Facility Types and Standards

Facility types and standards for park size, service area, and units per population have been developed to insure that residents are adequately served by parks and recreation facilities. Table 1 (page 12) provides descriptions of each facility type, its standards and current levels of service (if applicable), and existing sites. Facility types include:

- Mini-Park
- Neighborhood Park
- Community Park/School Park
- Special Use Park/Facility
- Greenways and Open Space
- Trails and Pathways

The System Framework Plan is designed to provide facilities to achieve the City's parks and recreation goals and objectives, and to meet the needs of the City at the neighborhood, community, and City-wide levels. Facility types and minimum standards for park size, service area, and acreage per population have been developed to insure that residents are adequately served by parks and recreation facilities.

Mini-parks, neighborhood parks, and community/school parks are designed to serve areas smaller than the entire City, so Service Areas (expressed as radius) have been designated for these types of facilities. These service area radii are displayed on Map B (page 15) to show the locations of existing facilities and to show where additional facilities are needed.

5.3 Facility Recommendations

The System Framework Plan builds on the strengths of North Plains' existing parks and recreation system, responds to the needs assessment of this planning effort, and helps implement adopted policies of the City's Comprehensive Land Use Plan. Map B (page 15) shows the locations of existing and needed parks and recreation facilities resulting from the application of the Level of Service standards outlined in Table 1 (page 12).

In addition to Level of Service Standards which address access, acreage, and facility requirements, the City also needs to develop and adopt standards addressing items such as playground equipment design and functionality, security, turf and irrigation, park furnishings, and park amenities. A Capital Improvements Plan with suggested projects to upgrade existing facilities and provide new facilities to improve the levels of service provided to North Plains' residents and meet population growth needs is included as Appendix A.

5.3.1 Mini-Parks/Neighborhood Parks

The City currently has one two developed mini-parks (Pacific Avenue and Kaybern Park) and one developed Neighborhood Park (Jessie Mays). The City will need to acquire/develop new mini-parks and neighborhood parks in parks-deficient areas and to meet population growth needs through 2021.

Mini-parks (up to 1 acre in size) provide playground facilities and similar facilities to serve the needs of nearby residents. They provide a good alternative for neighborhood parks in areas that are either already built-out or do not have land available for larger neighborhood parks (1 to 4 acres).

TABLE 1

**City of North Plains
Parks, Recreation and Open Space
Facility Types and Standards**

<u>Type of Facility</u>	<u>Use and Characteristics</u>	<u>Service Area</u>	<u>Desirable Size</u>	<u>LOS Standard/ 1,000 persons</u>
Mini-Park	Small designated park facility which may include benches, play equipment, picnic tables, and/or other similar amenities; usually easily accessible only to adjacent/nearby residents. May serve as neighborhood park for areas with restricted access to other park facilities.	up to 1/4 mile radius	Up to 1 acre	2.0 acres (with neighborhood parks)
Neighborhood Park	Park facility designed to serve the daily active and passive recreation needs of a neighborhood. Usually includes playground equipment, picnic areas, and vegetation; may be co-located with or on a school site and may include areas for field games, court games, etc. Within safe and easy walking distance of area residents; does not require the crossing of major streets or other barriers. Does not include restrooms or on site parking.	Up to 1/4 mile radius	1 to 4 acres	2.0 acres (with mini parks)
Community/ School Park	Area of diverse environmental qualities and uses designed to serve a population of 3,000 to 6,000 persons. May include passive recreation areas for picnicking, walking, etc. as well as areas for active recreational activities; may be co-located with or on a school site and may include areas for field games, court games, etc.. Usually includes restrooms and on-site parking. May also serve as neighborhood park for residents within 1/4 mile if playground equipment is provided.	Up to 1 mile radius	5 to 10 acres	3.0 acres
Municipal Park	Large park facility designed to serve broader recreation needs than a community park. Should include a multi-facility/multi-field sports complex and other similar facilities designed to serve the needs of the entire City. Includes restrooms and on-site parking. May be co-located with a school site and, if standards are met, may also serve as a neighborhood park for residents within 1/4 mile if playground equipment is provided.	City	10+ acres	Not needed at this time
Special Use Park/Facility	Facilities or areas for specialized or single purpose recreational activities, such as town squares, marinas, zoos, arenas, senior centers, community centers, etc.	Variable	Variable	No standard
Greenways/Open Space, Trails and Pathways	Natural open space areas or linear strips of land comprising natural or man-made resources such as streams, rivers, ridge lines, service roads, utility or transit right-of-way. May include limited recreation facilities such as trails, all weather pathways or boardwalks, small playgrounds, etc.; may use streams, floodplains, or other natural features to connect parks and open space areas to form a contiguous system. Sufficient width to protect from adjacent infringements and maintain environmental integrity. Used for walking, hiking, bicycling, horseback riding, etc. Trailhead facilities may include restrooms and/or limited parking.	City	Variable	4.5 acres (greenways/open spaces) 2,200 l.f. (trails/pathways)

Currently, no mini-park or neighborhood park is safely accessible within 1/4 mile of residents in the southeast (east of Glencoe Road) and north (north of North Avenue) portions of the City. Application of the Level of Service Standard of 2.0 acres per 1,000 persons (Table 1, page 12) indicates that the City will need to add 4.78 acres of mini-parks or neighborhood parks to meet growth needs through the year 2021.

LaMordden Park

Specific needed improvements to meet Level of Service standards include:

Southeast Mini-Park/Neighborhood Park

- Acquire/develop a mini-park or neighborhood park in the southeast portion of the City (east of Glencoe Road).

Expansion Area Mini-Park/Neighborhood Parks

- Acquire/develop approximately 4.5 acres of mini-parks and/or neighborhood parks in the north and east expansion areas.

No specific needed improvements have been identified for the existing mini-park and neighborhood park.

5.3.2 Community/School Park

Community Parks are designed to serve the passive and active recreation needs for 3,000 to 6,000 persons within a one-mile radius. The most efficient and effective means of providing for some of the future community parks needs is to continue the community/school park concept that exists between the City of North Plains and the Hillsboro School District.

The City will need to acquire/develop or provide alternatives for new community parks in order to improve the level of service and meet expected population growth needs through 2021. Joint location of a new community park with a school should be explored if a new elementary school is built in the east expansion area. If this is not possible, a stand-alone community park may be necessary.

Application of the Level of Service Standard of 3.0 acres per 1,000 persons (Table 1, page 12) indicates that the City will need to acquire approximately 5.42 acres to meet growth needs for community/school parks. Specific needed improvements to meet Level of Service standards include:

Community/School Park

- Acquire/develop approximately 5.42 acres of community/school parks.

No specific needed improvements have been identified for the existing community/school park (North Plains Elementary School).

5.3.3 Municipal Parks

The need for a twenty-acre municipal park has been identified as a goal in the City's comprehensive plan and the survey results showed that the residents preferred to have a combination of a large park and several smaller pocket parks. Municipal parks serve broad recreation needs and may include a multi-facility/multi-field sports complex, but the current and projected population of North Plains through 2040 (approximately 10,000 people) are may not be sufficient to fund and maintain such a facility. Municipal Parks are not needed and should not be considered at this stage of development in the City.

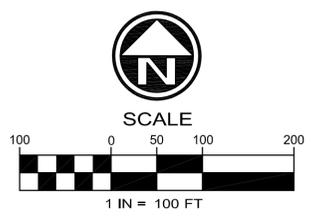
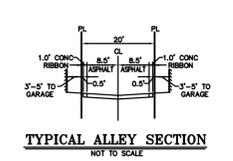
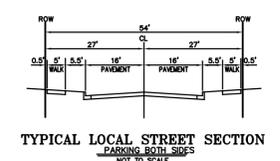
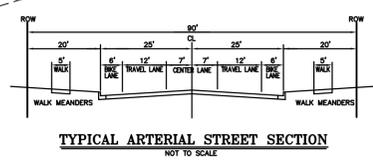
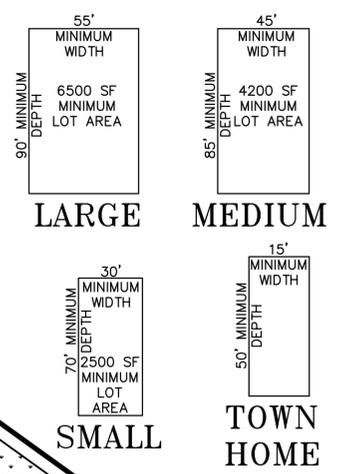
1 acre in Sunset Ridge Phase 1 See next page

Proposed in phase 2 of Sunset Ridge See below

DATE: _____

NO.	DATE	DESCRIPTION

LOT TABULATION				
LOT TYPE	MIN WIDTH	MIN DEPTH	MIN AREA	LOT COUNT
L LARGE	55	90	6500	54
M MEDIUM	45	85	4200	76
S SMALL	30	70	2500	124
T TOWNHOME	15	50	N/A	37
TOTAL				297



NORTH PLAINS
EAST
MASTER PLAN

LAND USE
& PHASING
PLAN
OPTION B



POLYGON NW COMPANY
 [T] (360) 695-7700 [F] 360-693-4442
 WWW.POLYGONHOMES.COM

DATE: 9/20/2013

REVISIONS		
NO.	DATE	DESCRIPTION



SUNSET RIDGE

LANDSCAPE PLAN



[T] 503-941-9484 [F] 503-941-9485

PROJECT NO.: 395-127
 TYPE: PLANNING
 REVIEWED BY:

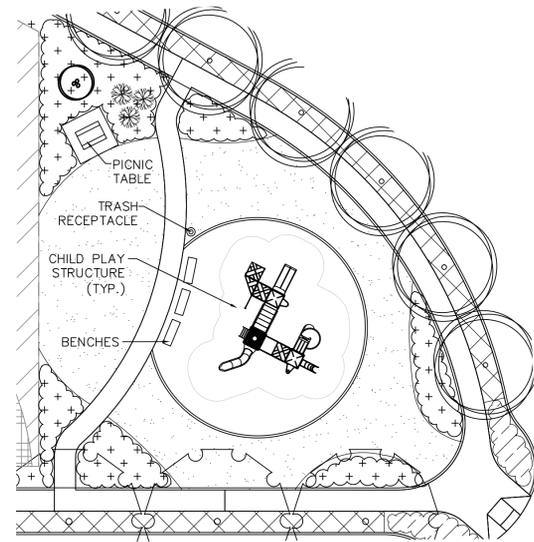
L1.0
 1 OF 2

SUGGESTED PLANT LIST

SYM.	LATIN NAME / Common Name	SIZE	SPACING
STREET TREES			
	ACER SACCHARUM 'WRIGHT BROTHERS' Wright Brothers Sugar Maple	2" cal.	35' o.c.
	CORNUS NUTALLII 'STARLIGHT' Pacific Dogwood	2" cal.	25' o.c.
	OSTRYA VIRGINIANA American Hophornbeam	2" cal.	25' o.c.
	QUERCUS COCCINEA Scarlet Oak	2" cal.	35' o.c.
	SYRINGA RETICULATA Japanese Lilac Tree	2" cal.	25' o.c.
	TILIA AMERICANA 'DTR 123' Legend Linden	2" cal.	35' o.c.
	Shade Tree Red Oak European Beech	2" cal.	As shown
	Small Columnar or Ornamental Trees Akebono Flowering Cherry Columnar Tulip Tree Royal Star Magnolia Vine Maple	1 1/2" cal.	As shown
	Conifer Tree Douglas Fir Western Red Cedar	6' ht.	As shown
	Large Flowering Deciduous Shrubs Witch Hazel Mariesii Viburnum Lilac Hydrangea	5 gal.	5-6' o.c.
	Medium Ornamental Shrubs Edward Goucher Abelia Barberry Japanese Holly Silver Princess Euonymus Box Honeysuckle Pieris Rhododendron Spiraea Weigela	2-5 gal.	3-4' o.c.
	Small Ornamental Shrubs Kelsey Dogwood	2 gal.	30" o.c.
	Groundcover Cotoneaster Kinnikinnick Rubus	1 gal.	30" o.c.
	Fine Lawn See Specifications	Seed	
	Proposed Water Quality Facility Swale Area		
	Proposed 50' Vegetated Corridor	To be planted per Clean Water Services Standards. CWS Service Provider Letter is in progress.	
	Proposed Wetland to be Restored		
	Existing Wetland to be Enhanced		
	Proposed Vegetated Corridor Mitigation		

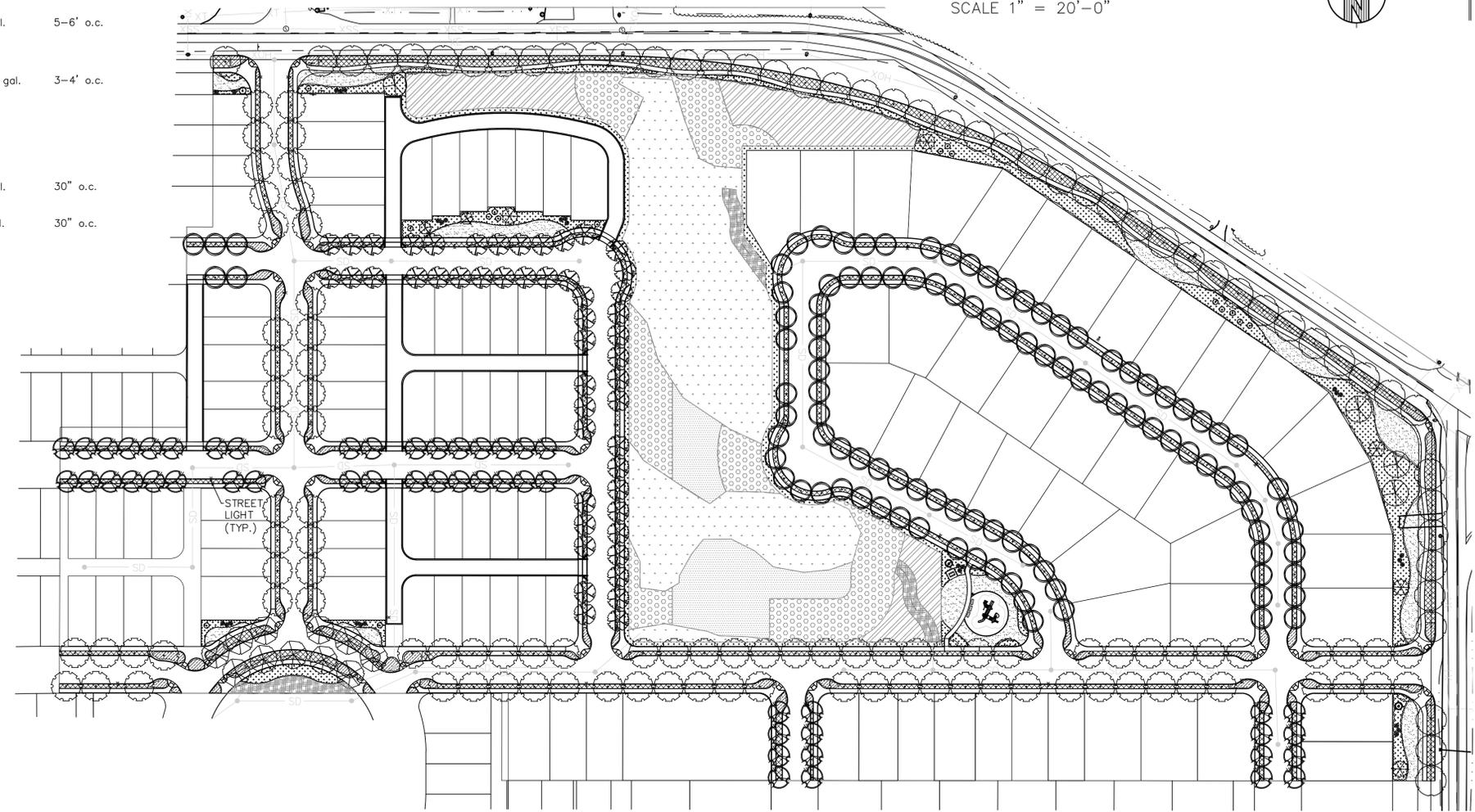
GENERAL NOTES:

- Contractor is to verify all plant quantities.
- Adjust plantings in the field as necessary.
- Project is to be irrigated by an automatic, underground system, which will provide full coverage for all plant material. System is to be design/build by Landscape Contractor. Guarantee system for a minimum one year. Show drip systems as alternate bid only.
- All plants are to be fully foliated, well branched and true to form.



PLAYGROUND ENLARGEMENT

SCALE 1" = 20'-0"



LANDSCAPE PLAN

SCALE 1" = 80'-0"



5.3.4 Greenways, Open Space, Trails and Pathways

McKay Creek and its tributaries are recommended as a system of public greenways and open space, including all-weather trails and pathways. The recreational functions of the creek corridors should be limited primarily to open space and habitat preservation, flood control, horseback riding, cycling and walking on all-weather surface paths, and nature recreation.

New subdivisions should be encouraged to dedicate floodways and creek corridors to the City, and a high priority should be placed on acquiring access to corridor areas within the City through the use of land conservation trusts, easements, donations and other mechanisms.

Application of the Level of Service Standard of 4.5 acres per 1,000 persons (Table 1, page 12) indicates that the City will need to acquire approximately 16.93 acres to repair deficiencies, meet growth needs, and improve the level of service. Approximately 8,890 linear feet of all-weather trails/pathways will also be needed. Specific needed improvements to meet Level of Service standards include:

Greenways, Open Space, Trails and Pathways

- Acquire approximately 16.93 acres of greenways and open space.
- Develop approximately 8,890 linear feet of 10-foot wide all-weather trails/pathways (including two trailheads with parking and restroom facilities) to provide for recreation, linkage, and access to parks, schools, and open space areas. This should include a linkage between the North Plains Elementary School and the trail adjacent to the unnamed tributary.

No other needed improvements have been identified for existing greenways, open space, trails, or pathways.

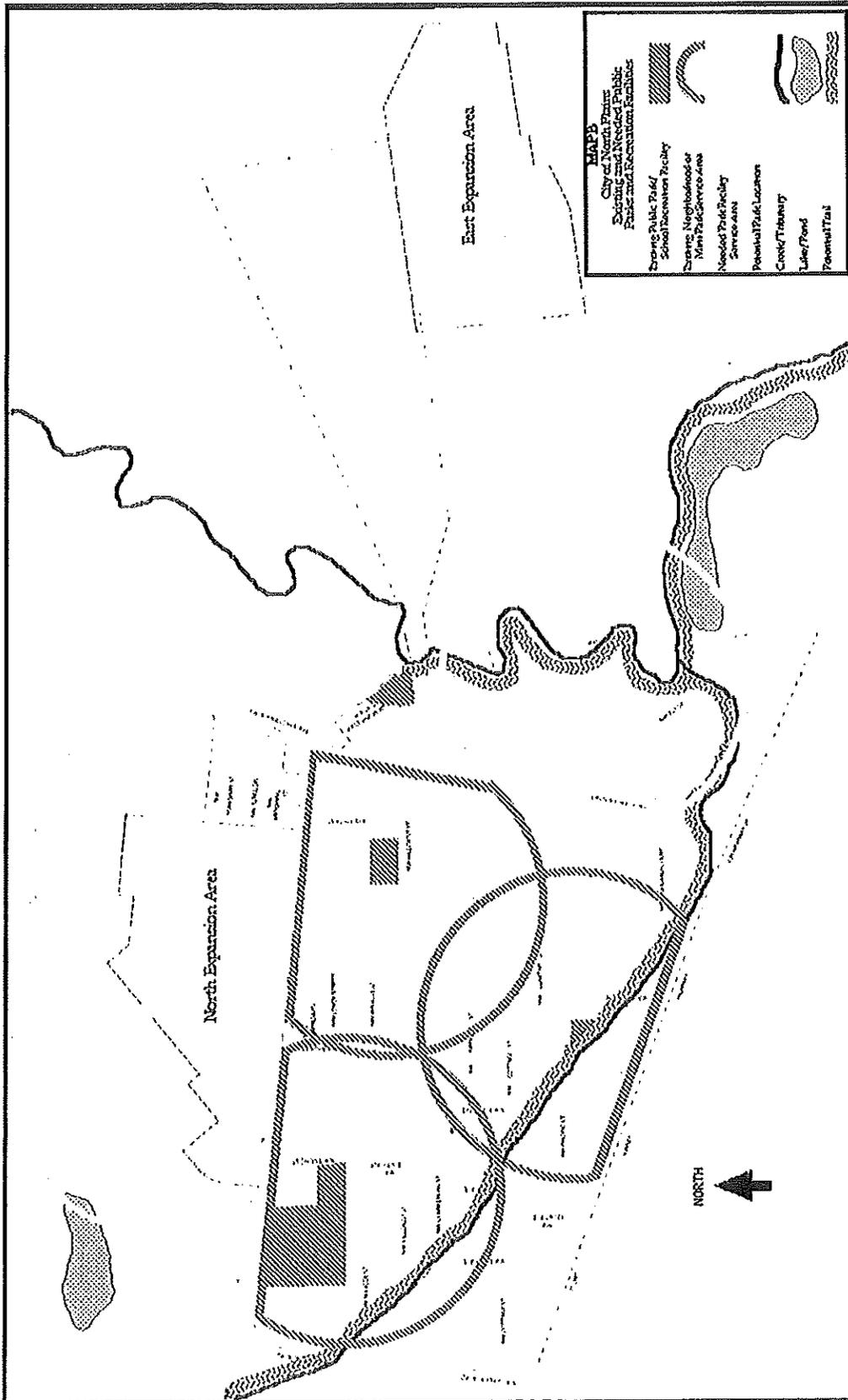
5.4 Maintenance Recommendations

Maintenance Standards

The City should develop a maintenance management plan using guidelines such as those included in Park Maintenance Standards, published by the National Recreation and Park Association (1986). This publication includes a Maintenance Standard Classification System with six maintenance "modes":

- Mode I State of the Art Level
- Mode II- High Level
- Mode III- Moderate Level
- Mode IV- Moderately Low Level
- Mode V- High Visitation Natural Areas
- Mode VI- Minimum Level

Each "mode" includes specific maintenance requirements for turf care, fertilizer, irrigation, litter control, pruning, disease and insect control, snow removal, lighting, surfaces, repairs, inspection, floral plantings, restrooms, and special features. Park Maintenance Standards also includes productivity standards for most common maintenance tasks.



6. FUNDING

This section provides a description of a variety of sources which may be used to fund parks and recreation facilities and improvements. This is an overview of commonly used funding sources; additional funding sources not included in this list may also be available.

6.1 System Development Charges (SDC's)

System Development Charges (SDC's) are fees paid by new development to help pay a portion of the costs of capital facilities needed to serve new development. SDC revenues may not be used to repair deficiencies, construct administrative facilities, fund operations or maintenance activities, or make repairs to existing facilities.

6.2 General Obligation Bonds (G.O. Bonds)

G.O. Bonds are debt instruments which may be sold by the City to fund new parks and recreation facilities, or make improvements to existing facilities. These are repaid with property tax revenue generated by a special levy that is outside the limits imposed by ballot measure #5 (1990), and #50 (1997). Voters must approve G.O. Bond sales either in a General Election in an even numbered year, or in another election in which a minimum of 50% of registered voters participate. G.O. Bond revenues may not be used for operations, maintenance, or repairs; but they may be used for renovations to existing facilities.

6.3 Revenue Bonds/Certificates of Participation

Revenue bonds and certificates of participation are debt instruments which commit specific revenue sources, such as service or user fees, or special tax revenues for repayment of principal and interest on borrowed funds. Revenue bonds are widely used by utility and enterprise operations to fund large scale improvements, and they do not require voter approval. A reliable long-term source of revenue must be available to commit in order to use revenue bonds for parks and recreation projects.

6.4 Local Improvement Districts

Residents may choose to form a local improvement district (LID) to pay for capital improvements or maintenance of facilities through special assessments on their property. This method requires the approval of at least 60% of the owners of land within the proposed district, and must represent at least 60% of the land abutting the proposed improvement. The use of LID's may be appropriate for new mini-parks in locations where homeowner associations do not exist or are not formed.

6.5 General Fund Revenues

General fund revenues consist chiefly of property taxes derived from the permanent tax rate, and are subject to the \$10 combined limit on local government taxing agencies imposed by Measure #5 (1990). General fund revenues offer a source of funds for facility operations and maintenance, and may be available on a limited basis for "pay-as-you-go" capital improvements. The limited availability of unrestricted general fund revenues makes them a very unlikely source of funds for parks and recreation capital improvements.

6.6 Local Option Levies for Capital Improvements

A local option levy for capital improvements provides for a separate property tax levy outside the City's permanent rate limit, subject to the \$10 combined rate limit imposed under Measure #5. This levy may be used to fund a capital project or group of projects over a specified period of time, up to 10 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. Local option levies require voter approval and are subject to the double majority requirement of Measure #50.

6.7 Local Option Levies for Operations

A local option levy for operations provides for a separate property tax levy outside the City's permanent rate limit, subject to the \$10 combined rate limit imposed under Measure #5.

This levy may be used to fund a operations and maintenance activities over a specified period of time, up to 5 years. These local option levies require voter approval and are subject to the double majority requirement of Measure #50.

6.8 User Fees and Rents

User fees and rents are direct charges to individuals and groups who use specific programs, facilities and services. These fees and rents usually help pay only a portion of the costs of providing programs and services. User fees generally are set at levels sufficient to cover only a portion of program and maintenance costs, and are rarely used to fund capital projects.

6.9 Sponsorships/Partnerships/Donations

Public, private, and/or not-for-profit organizations may be willing to fund outright or join together with the City to provide additional parks and recreation facilities and/or services. The City should explore the use of partnerships, sponsorships, and donations as a method of providing additional parks and recreation facilities and/or services for the community.

6.10 Federal/State/Other Grants

Federal, state, and other government agencies and foundations often make funds available to serve specific purposes related to parks and recreation; such as land and water conservation, open space preservation, bicycle path construction, or blighted area improvements.

Grants often have conditions and limitations, such as providing for project planning but not construction, and they may require a local match, either in dollars, in-kind services, or both. The availability of many grants has decreased in recent years due to federal and state cutbacks in funding, but new grants have recently become available for trails and parks projects. The City should explore the availability of grants to provide for needs identified in the master plan and for other worthwhile projects. Some potential sources include the following:

6.10.1 Land and Water Conservation Fund

Oregon Parks and Recreation Department (OPRD) administers this program, which uses federal dollars from the Department of Interior, National Park Service that are passed down to the states for acquisition, development, and rehabilitation of park and recreation areas and facilities.

Web: <http://www.prd.state.or.us/grants-lwcf.php>

Contact: Marilyn Lippincott, Grants Project Officer, (503) 378-4168 ext. 241

6.10.2 Recreation Trails Program

Every year, the Oregon Parks and Recreation Department accepts applications for Recreational Trail Program (RTP) grants. Projects eligible for RTP funding include the maintenance and restoration of existing trails, development and rehabilitation of trailhead facilities, construction of new recreation trails, and acquisition of easements and fee simple titles to property.

Web: <http://www.prd.state.or.us/grants-rectrails.php>

Contact: Sean Loughran, State Trail Coordinator, Oregon Parks and Recreation Department, (503) 378-4168 ext. 477

6.10.3 National Fish and Wildlife Foundation

This organization funds projects to conserve and restore fish, wildlife and native plants through challenge grants, small grants, and special grants.

Web: <http://www.nfwf.org>

Contact: Suzanne Piluso, Project Coordinator, Pacific Northwest Region,
Suzanne.Piluso@nfwf.org, (503) 417-8700

6.10.4 Ben B. Cheney Foundation

The Ben B. Cheney Foundation makes grants to entities in Washington, Oregon, and Northern California for capital projects and program development related to civic and cultural activities, education, health, social services, and youth and the elderly.

Contact: William O. Rieke M.D., Executive Director, (253) 572-2442

6.10.5 Bill and Melinda Gates Foundation

Priority is given to investments that serve as a catalyst to quicken the pace of progress, and to efforts whose net effect is to augment, not supplant, government funding streams. Grants are made by submitting a letter of inquiry to one of the following program areas Global Health, Pacific Northwest, and Public Access to Information.

Web: <http://www.gatesfoundation.org>

6.10.6 The Conservation Fund American Greenways Program

The American Greenways DuPont Awards Program is administered by The Conservation Fund, and provides small grants to local greenway projects.

Web: <http://www.conservationfund.org/conservation/amgreen/index.html>

Contact: Amy Gibson, (703) 525-6300

6.10.7 The Collins Foundation

The Foundation funds projects that focus on developing the arts, humanities, education, environment, religion, youth activities, and community.

Web: <http://www.collinsfoundation.org>

Contact: Cynthia G. Adams, (503) 227-7171

6.10.8 Fohs Foundation

The foundation funds projects for economic development, human services, children/youth, environment, and education in the northwest.

Contact: Rosemary Cooper, Secretary-Treasurer, (541) 447-1587

6.10.9 Ford Family Foundation

This foundation makes grants to organizations in rural communities in Oregon and the northwest for projects related to community improvement and development, education, and recreation.

Web: <http://www.tfff.org>

Contact: Susie Johnston-Forte, Roseburg Forest Products Co., (541) 957-5574

6.10.10 Meyer Memorial Trust

The Trust offers both general-purpose grants and small grants for capital projects, program development, general operations, and continuing project support.

Web: <http://www.mmt.org>

Contact: Charles S. Rooks, Executive Director, (503) 228-5512

6.10.11 The Oregon Community Foundation

The Oregon Community Foundation makes grants to tax exempt 501(c)(3) organizations throughout Oregon for various causes including community enrichment, economic development, capital projects, program development and expansion, and matching funding. This source is a potential for projects which involve partnering between the County and eligible organizations.

Web: <http://www.oregoncommunityfound.org>

Contact: Gregory A. Chaill, President, (503) 227-6846

6.10.12 Woodard Family Foundation

The Woodard Family Foundation makes grants to non-profit entities in Oregon for religious, charitable, scientific, educational, and economic development purposes.

Contact: Carlton Woodard, President, Woodard Family Foundation, (503) 942-2458

6.10.13 The Brainerd Foundation

The Brainerd Foundation is a grant making institution dedicated to protecting the environmental quality of the Pacific Northwest.

Web: <http://www.brainerd.org/>

Contact: The Brainerd Foundation, 1601 Second Avenue, Suite 610, Seattle, WA 98101, (206) 448-0676

6.10.14 The Bullitt Foundation

The Bullitt Foundation supports non-profit organizations in efforts to protect and restore the environment of the Pacific Northwest.

Web: <http://www.bullitt.org>

Contact: The Bullitt Foundation, 1212 Minor Avenue, Seattle, WA 98101-2825, (206) 343-0807

6.10.15 River Network

River Network offers watershed assistance grants to local watershed partnerships to support organizational development and long-term effectiveness.

Web: <http://www.rivernetwork.org>

Contact: River Network, 520 SW 6th Avenue, Portland, OR 97204, (503) 241-3506

APPENDIX

City of North Plains Parks, Recreation and Open Space Facilities Projects 2005 – 2021

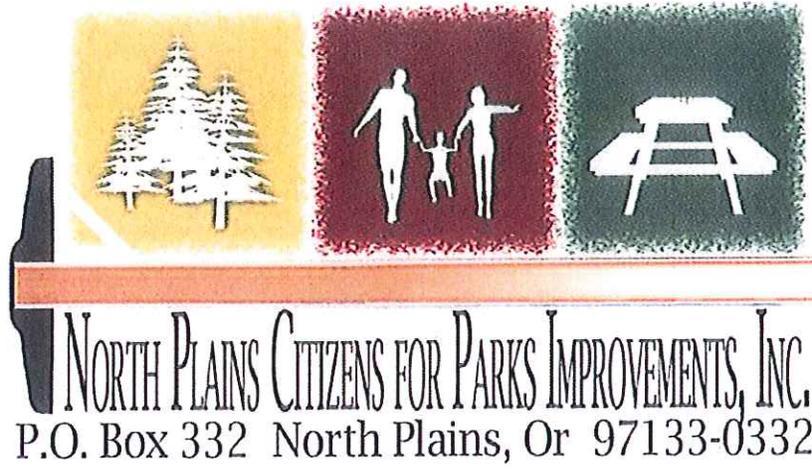
<u>Project Number</u>	<u>Project</u>	<u>Years</u>	<u>Total Project Cost</u>	<u>% Growth Needed</u>	<u>SDC-Eligible Portion of Total Cost</u>	<u>% Other Need</u>	<u>Other Portion of Total Cost</u>	<u>Project Funding Sources</u>
1	Mini/Neighborhood Park Site Acquisition – Acquire approximately 1 acre of land for a Mini-Park in the Southeast portion of the current City limits (East of NW Glencoe Road)	2005-2010	\$250,000	54%	\$135,000	46%	\$115,000	SDC, Grants, Donations, Bonds, Partnerships, LIDs, Sponsorships, Other
2	Community/Neighborhood Park Site Acquisition – Acquire approximately 9.7 acres of land for Community/Neighborhood Parks in the North and East expansion areas	2005-2010	\$2,425,000	100%	\$2,425,000	0%	\$0	SDC, Grants, Donations, Bonds, Partnerships, LIDs, Sponsorships, Other
3	Greenways and Open Space Acquisition – Acquire approximately 4 acres of greenways and open space in McKay Creek and tributary corridors, and for linkages	2005-2010	\$560,000	64%	\$356,123	36%	\$203,877	SDC, Grants, Donations, Bonds, Partnerships, LIDs, Sponsorships, Other
4	Trails and Pathways Development – Develop approximately 2,000 linear feet of trails and pathways in McKay Creek and tributary corridors, and for linkages	2005-2010	\$196,000	59%	\$115,969	41%	\$80,031	SDC, Grants, Donations, Bonds, Partnerships, LIDs, Sponsorships, Other
5	Greenways and Open Spaces Acquisition – Acquire approximately 4 acres of greenways and open space in McKay Creek and tributary corridors, and for linkages	2005-2010	\$560,000	64%	\$356,123	36%	\$203,877	SDC, Grants, Donations, Bonds, Partnerships, LIDs, Sponsorships, Other
6	Mini-Park Development – Develop approximately 1 acre for a Mini-Park (i.e., tables, play equipment, landscaping, etc.) in the Southeast portion of the City (East of NW Glencoe Road)	2005-2010	\$170,000	56%	\$95,200	44%	\$74,800	SDC, Grants, Donations, Bonds, Partnerships, LIDs, Sponsorships, Other
7	Greenways and Open Space Acquisition – Acquire approximately 4.5 acres of greenways and open space in the East expansion area	2005-2010	\$650,000	64%	\$400,638	56%	\$229,362	SDC, Grants, Donations, Bonds, Partnerships, LIDs, Sponsorships, Other

APPENDIX (Cont.)

City of North Plains Parks, Recreation and Open Space Facilities Projects 2005 – 2021

Project Number	Project	Years	Total Project Cost	% Growth Needed	SDC-Eligible Portion of Total Cost	% Other Need	Other Portion of Total Cost	Project Funding Sources
8	Community/Neighborhood Park Development – Develop approximately 9.7 acres of Community/Neighborhood Parks (i.e., tables, play equipment, recreation fields, landscaping, etc.), in the North and East expansion areas	2011-2021	\$1,649,000	100%	\$1,649,000	0%	\$0	SDC, Grants, Donations, Bonds, Partnerships, LIDs, Sponsorships, Other
9	Trails and Pathways Development – Develop approximately 2,000 linear feet of trails and pathways in McKay Creek and tributary corridors, and for linkages	2011-2021	\$196,000	59%	\$115,969	41%	\$80,031	SDC, Grants, Donations, Bonds, Partnerships, LIDs, Sponsorships, Other
10	Trails and Pathways Development – Develop approximately 2,000 linear feet of trails and pathways in McKay Creek and tributary corridors, and for linkages	2011-2021	\$196,000	59%	\$115,969	41%	\$80,031	SDC, Grants, Donations, Bonds, Partnerships, LIDs, Sponsorships, Other
11	Greenways and Open Space Acquisition – Acquire approximately 4.42 acres of greenways and open space in McKay Creek and tributary corridors, and for linkages	2011-2021	\$618,800	64%	\$393,516	36%	\$225,284	SDC, Grants, Donations, Bonds, Partnerships, LIDs, Sponsorships, Other
12	Trails and Pathways Development – Develop approximately 1,915 linear feet of trails and pathways in McKay Creek and tributary corridors, and for linkages	2011-2021	\$187,670	59%	\$111,040	41%	\$76,630	SDC, Grants, Donations, Bonds, Partnerships, LIDs, Sponsorships, Other
	SUBTOTALS	2005-2010	\$4,991,000	81.07%	\$5,884,855	18.93%	\$906,947	
	SUBTOTALS	2011-2021	\$2,847,470	83.78%	\$2,385,493	16.22%	\$461,977	
	TOTALS		\$7,638,470	82.08%	\$6,269,545	17.92%	\$1,368,925	
	Mini-Parks		\$420,000	54.81%	\$230,200	45.19%	\$189,800	
	Community/Neighborhood Parks		\$4,074,000	100.00%	\$4,074,000	0.00%	\$0	
	Greenways/Open Space		\$2,368,800	63.59%	\$1,506,400	36.41%	\$862,400	
	Trails/Pathways		\$775,670	59.17%	\$458,945	40.83%	\$316,725	
	TOTALS		\$7,638,470	82.08%	\$6,269,545	17.92%	\$1,368,925	

REC'D DEC 29 2008



**Parks and Recreation Survey
Draft Report**

December 2008

COGAN
OWENS
COGAN

Acknowledgements

North Plains Citizens for Parks Improvements

Cynthia Hirst, Board Chair
Wayne Holm, Vice Chair
Teri Greenwood, Treasurer
Martha Denham, Secretary

Survey Committee:

Jessamyn Bothwell, Chair
David Hatcher, Vice Chair
Ann Ogan, Secretary
Leona Atkinson
Bob Bobosky
Cindy Hirst
Aaron Johnson
Kevin Kuzmesky
Don Maltase
Don Otterman

Additional Volunteers for Survey Mailing:

Eileen Hays
Crystal Engle
Joan Juenneman
Sandie Nichols
Jennifer Hester

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North Plains Elementary School Family Fun Night
North Plains Elephant Garlic Festival for provide space for our table
North Plains Beacon Newspaper for printing our activities
Washington County Fire District #2 for use of their training room

NPCPI Donors

Al & Meridith Bach
Bryan & Jessamyn Bothwell
Mitch & Patty Candido
Van Caris
City of North Plains
Harvey & Mary Ann Cheney
Robert & LaDene Coucher
David & Rebecca Hatcher
Herb & Cindy Hirst
Wayne Holm
Lloyd & Jane Ann LaMorrdan
North Plains Chamber of Commerce
North Plains Elephant Garlic Festival Anonymous Donors
Thomas & Margaret Reh
Rogue Brew Pub & Eatery
Russell & Debbie Vincent
John & Alvina Vuylsteke
Mitch Ward

Prize Donors

Espresso Time in the Chevron Parking lot
Gerald's - The Eating Place
Glencoe Oil & Lube
Heritage Arts Studio
McDonald's
North Plains Hardware Store
North Plains Hardware Store
Pumpkin Ridge Bakery
Rogue Pub & Brewery
David & Ann Smith

A Special Recognition to Cogan Owens Cogan, LLC, specifically Jim Owens and Ellie Fiore, who helped us stay on track and gave us great ideas, plus allowed our bill to them slide for a few months.

Executive Summary

The North Plains Citizens for Parks Improvements (NPCPI) is a community-based non-profit organization formed to help improve the City of North Plains parks and recreation system. NPCPI was incorporated in 2008 as a 501(c)3 organization.

Beginning in 2008, NPCPI worked with a consultant to conduct a comprehensive, inclusive and valid survey of North Plains' households. Surveys were administered to city residents including students. The survey was intended to gather information on community preferences and needs for a park and recreation system.

The following are key findings of this effort:

- North Plains residents highly value parks and recreation, but express dissatisfaction with existing opportunities within the city.
- Residents consistently express a need and desire for both new park amenities and more programmed recreation activities.
- A lack of local amenities leads city residents to travel in order to meet their parks and recreation needs. The most frequent destination is Hillsboro.
- Swimming, trails, playground equipment and a recreation center receive consistent support. While there also is a lot of support for skateboard parks, some residents oppose this feature.
- Many residents travel to other regional parks and natural areas for regular recreation, e.g., swimming, hiking, and would like to see such options available in North Plains.
- Residents report that they do not frequently visit city parks because there is little to do there.
- Most respondents support developing a large community park as well as a system of smaller neighborhood parks.
- There is support for active parks and skateboard parks in the city.
- Students visit Jessie Mays Park and use other spaces in North Plains to recreate but travel to nearby communities for sports, swimming and special activities.
- Soccer and swimming are listed as the most popular pastimes; students also favor a local pool or aquatic center.

In 2009, NPCPI members will begin working with City staff to refine and update its Parks and Recreation Master Plan to better reflect community priorities. The results of this survey demonstrate the need for additional park amenities and recreation programs and reflect the importance of these amenities to the community's quality of life.

Introduction and Background

The North Plains Citizens for Parks Improvements (NPCPI) is a community-based non-profit organization formed to help improve the City of North Plains parks and recreation system. NPCPI was incorporated in 2008 as a 501(c)3 organization.

In 2005, the City of North Plains updated its Parks and Recreation Capital Facilities Master Plan. At that time, it did not conduct extensive public outreach due to limited funding and staff. In 2007, a local landowner offered to donate \$900,000 to North Plains parks if voters approved a 45-acre annex of residential land, of which seven acres would be used for parks and recreation. The donor's initial idea was to fund a new recreation center at Jessie Mays Park, but community activists encouraged a broader approach to parks and recreation improvement. Following the proposed donation, NPCPI was formed to advocate for a comprehensive parks and recreation system and to determine community needs and preferences. Independent of the donation and annexation vote, the NPCPI members feel strongly that the City needs to invest in its parks system according to community priorities.

Beginning in 2008, NPCPI worked with a consultant to conduct a comprehensive, inclusive and valid survey of North Plains' households. Committee members strongly desired that the survey be unbiased and not represent any community agenda. To accomplish this, the consultant advised on a neutral survey design and approach, including mechanism to reach as many community members as possible. The survey was used to identify parks and recreation needs and to provide the City with direction in developing a more functional, beautiful and inviting network of parks for the entire community. The survey was administered in September 2008 and results were presented to City Council in December 2008.

Survey Methods

Prior to its distribution, the committee promoted the survey through multiple articles in *The Beacon*, the local monthly newspaper. In addition, committee members staffed a booth at the Garlic Festival, a local community event, in August 2008. At this event, a map was displayed of North Plains parks and open spaces, including some surrounding lands, the city boundaries, urban growth boundary and potential annexation areas. Residents were encouraged to comment on parks and recreation needs by making notes on the poster using small post-it notes. The results of this exercise are included in Appendix 3.

A resident survey was distributed in early September to all North Plains households by mail or by hand. A stamped, addressed envelope was included with each survey. Residents also had the option of completing the survey online. Copies of the survey were available at City Hall and the North Plains Public Library. Other residents requested surveys directly from committee members.

Approximately 675 surveys were distributed and 172 completed surveys were received. The 25% response rate is well above average for a survey administered by mail. Most surveys were completed by hand and returned by mail.

A notice was included in the mailing that a survey for middle/high school students also was available. This survey was available online and at city hall, the library and by request. Five surveys were completed by middle and high school students.

A short survey was given to North Plains Elementary school students. These surveys were completed and collected at Back to School Night. Surveys were also made available to the children living in North Plains who attend schools other than North Plain Elementary.

The following sections of this report describe and summarize the results of each survey.

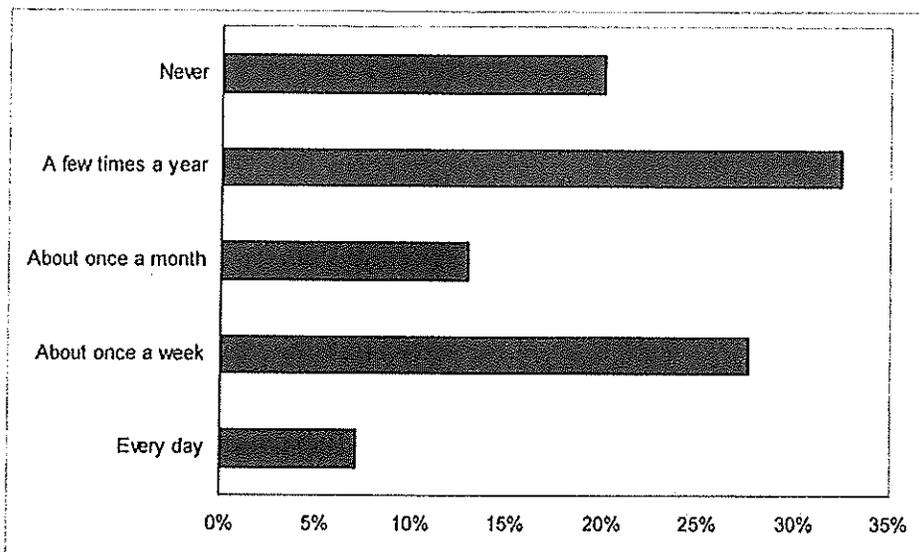
Key Findings

- North Plains residents highly value parks and recreation, but express dissatisfaction with existing opportunities within the city.
- Residents consistently express a need and desire for both new park amenities and more programmed recreation activities.
- A lack of local amenities leads city residents to travel in order to meet their parks and recreation needs. The most frequent destination was Hillsboro.
- Swimming, trails, playground equipment and a recreation center received consistent support. While there also was a lot of support for skateboard parks, some residents opposed this feature.
- Many residents travel to other regional parks and natural areas for regular recreation, e.g., swimming, hiking, and would like to see such options available in North Plains.
- Residents report that they do not frequently visit city parks because there is little to do there.
- Most respondents support developing a large community park as well as a system of smaller neighborhood parks.
- There is support for active parks and skateboard parks in the city.
- Students visit Jessie Mays Park and use other spaces in North Plains to recreate but travel to nearby communities for sports, swimming and special activities.
- Soccer and swimming were listed as the most popular pastimes and these students favored a local pool or aquatic center.

Resident Survey Summary

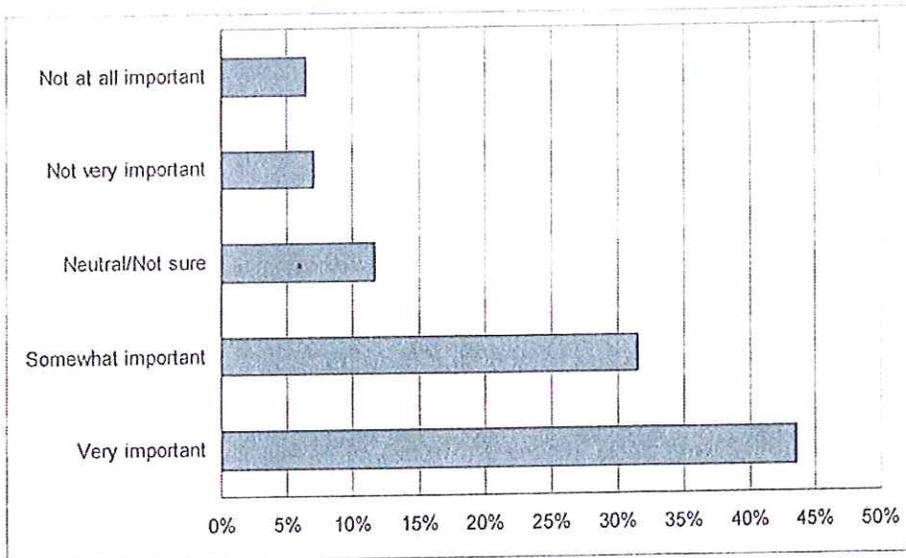
Brief summaries of results of each question follow. Open-ended responses are grouped into common response categories with the frequency of that response listed. A complete list of responses to each question is included as an appendix to this report.

1. How often do you and your family visit a park in North Plains?



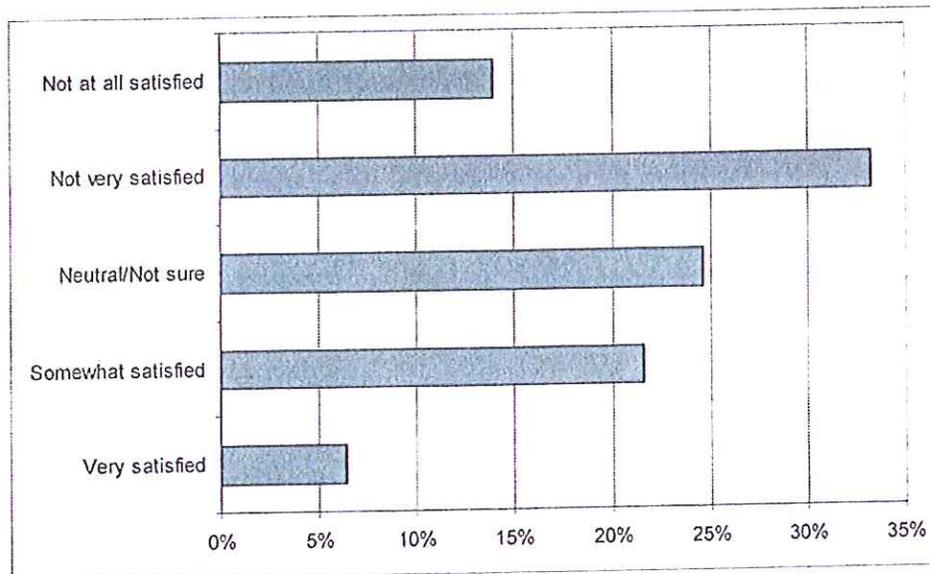
About a third of North Plains residents report visiting a city park only a few times a year, while about 28% use a park once a week. Twenty percent of residents never visit a park in the city, while 7% visit every day.

2. How important are parks and recreation programs to your family and your quality of life?



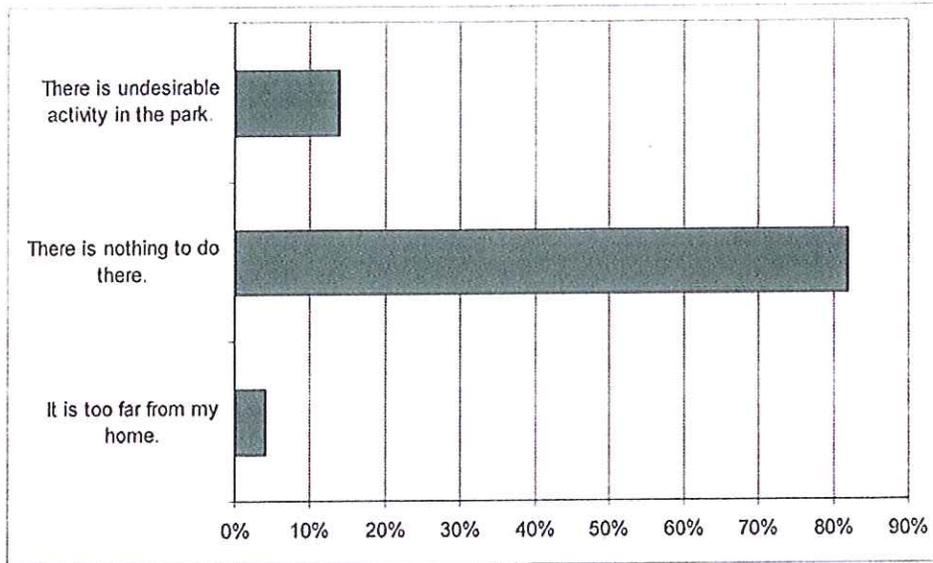
Parks and recreation programs are of great importance to North Plains residents. Almost 75% of survey respondents report that they are somewhat or very important to their quality of life; however, only 35% visit a city park once a week or more.

3. How satisfied are you with parks and recreation opportunities available in North Plains?



Slightly less than half (47%) of those surveyed are not satisfied with parks and recreation opportunities, while 28% are satisfied.

4. If you do not regularly visit a park in North Plains, what is the primary reason?



The predominant reason North Plains residents do not visit city parks is a perceived lack of things to do there, suggesting that there is an unmet need for park amenities and activities.

Most residents who answered this question provided another reason why they do not visit parks. These responses are listed below.

- Limited amenities (no restrooms, no drinking fountains, limited picnic area) (7)
- Limited activities within the park/too small (7)
- Do not have kids (7)
- Other interests (7)
- Elderly (6)
- Not interested (5)
- Time/too busy (5)
- Only go when grandkids visit (4)
- Just moved to town (3)
- No shade (3)
- Unaware of parks (3)
- Undesirable activity in park (3)
- Would like a walking trail (2)
- Dangerous equipment
- Disabled

These responses suggest that low rates of park use are both a result of personal circumstance (e.g., busy schedules, physical limitations), and park conditions and amenities not meeting residents' needs. The most common responses were that there are inadequate

amenities and activities in the parks. Others note that park condition and safety needs improvement.

5. Do you have a favorite park (in or outside North Plains)? If so, why is it your favorite?

Sixty-six (66) percent of those who answered yes identified Jessie Mays Park as the favorite. It is well-liked, in large part, due to its location within the city. Parks in larger municipal systems (e.g., Hillsboro) and are appreciated for their amenities, as well as being the sites of special activities.

Jessie Mays Park (15)	Close to home (6), basketball hoop (2), variety, tennis court, play equipment, historic place, it's the town center
Rood Bridge (Hillsboro) (12)	Trails (6), pavilions/picnic areas (6), play structure (5), variety of activities (3), nature/beauty (3), water/ponds (3), dog friendly (2), fun, clean, open field, tennis courts
Shute Park (Hillsboro) (10)	Aquatic/rec center (5), children's playground (3), walking trail (3), library (2), large play area (2), concert in the park area, shade, dog park,
Dawson Creek (Hillsboro) (8)	Walking/running/bike trails (6), ducks to feed (2), not crowded (2), water features (2), shade, ride bridge, proximity to library, nature, dogs are leashed, easy to get to, safe, benches, nice picnic area
Washington Park (Portland) (7)	Playground (4), rose garden (2), water and wildlife areas (2), a lot to see/do (2), Japanese Garden, walking trails, wonderful programs
Coastal area parks (6)	Beach/ocean (2), fun events, fishing, clamming, fresh air
Hillsboro (4)	Skate parks (2), picnic tables (2), large, green, shade, streams, drinking water, clean bathrooms
Banks Vernonia Linear Trail (3)	Safe walking/biking/jogging path without traffic (2), swimming area in shade
Griffin Oaks (Hillsboro) (3)	Playground structures (2), fun, clean, trails, beauty, variety of activities, convenient restrooms
Hondo Dog Park (Hillsboro) (3)	Dog friendly, great
Magnolia Park (Hillsboro) (3)	Skating rink, pedal cars for babies, water spray fountains, has everything you could want but in a small park, great design
Rogers Park (Lake Oswego) (3)	Play equipment for toddlers and older kids (2), shade (2), lots of space, benches, picnic tables, restroom, tennis court, basketball

6. Where do you and your family usually recreate or play?

While residents take advantage of local opportunities such as Jessie Mays Park and North Plain Elementary, many travel to cities with more parks and recreation opportunities. North Plains residents appreciate and visit natural areas (rivers, coast), as well as developed facilities (pools, skate parks).

- Home/backyard (37)
- The coast (31)
- Parks and recreation in Portland, Beaverton, Hillsboro and/or Forest Grove (29)
- Jessie Mays Park (12)

- North Plains Elementary (11)
- In the woods (camping/hiking/fishing) (10)
- Pools/aquatic centers (8)
- Skate parks (8)
- Parks (7)
- Banks-Vernonia Trail (5)
- Rivers (5)
- Family farm/property (4)
- Mountains (4)
- Around town (3)
- Hagg Lake (3)

7. Are there recreation opportunities or activities in nearby communities that should be available in North Plains? What are they?

The most common amenity North Plains residents would like to see in their city is a swimming pool, followed by trails. Many residents would like a new community center, more recreation programs, a skateboard park and additional or improved park amenities.

- Pool (68)
- Walking/biking/hiking trails (27)
- Better community/rec center with classes/structured activities (22)
- Skateboard park (18)
- Fine the way it is/nothing new needed (15)
- Park amenities (covered area, restrooms, picnic areas, benches, drinking fountain) (13)
- Dog Park (10)
- Sports fields (9)
- Better playground equipment (8)
- Trees/Shade (7)
- Basketball courts (5)
- Frisbee (4)
- Gym (4)
- River Park (4)
- Water feature (fountain, spray/wading pools) (4)
- Farmers market (3)
- No skateboard park (2)
- Place for concerts/gatherings (2)

8. *Would you prefer to see a system of small neighborhood parks or a large community park?*

Most respondents favor developing both a large community park and a system of smaller neighborhood parks. Of those who selected one option, most preferred a large community park.

Small neighborhood parks	9.7%
A large community park	33.8%
Both	56.6%

9. *Which of the following do you think is most needed or should be top priority for the city? Please use the numbers 1 through 5 to indicate your top choices.*

In this question, residents were asked to choose up to five choices from 10 options. Trails, swimming pool and active parks were most often the first choice of respondents.

The overall ranking of these selections from most to least popular is as follows::

1. Walking and biking paths and trails
2. Swimming pool
3. Active parks
4. Recreation center
5. Recreation programs
6. Nature park
7. Skateboard park
8. Baseball/softball fields
9. Basketball courts
10. Soccer fields

The most common responses under "other" are:

- Sports fields (11)
- Dog park (3)
- Picnic area (3)
- None of these (3)

10. *Which of the following features are most important to include in new or improved parks? Please use the numbers 1, 2 and 3 to indicate your top choices.*

Survey takers were asked to select three choices from a list of seven options. Public restrooms, playground equipment and picnic tables and shelters were most likely popular.

The overall ranking of these selections from most to least popular is as follows::

1. Public restrooms
2. Picnic tables and shelters
3. Playground equipment
4. Park benches
5. Water features/fountains
6. "Dog duty" stations
7. Drinking fountains

The most common responses under "other" are:

- Walking/biking/jogging trails (4)
- No change - fine the way it is (3)
- Garden/flower beds (2)
- Skateboard park (2)

11. Dare to dream! If you had unlimited funds, what would your ideal park look like?

This question was intended to elicit creative responses from residents. Common answers to this question were very similar to park features identified in previous survey questions, as demonstrated by the list below.

- Pool (40)
- Walking/biking/hiking/jogging trails (40)
- Great play equipment (39)
- Recreation center (29)
- Picnic area (22)
- Sports fields/courts (22)
- Water features (wading pool, spray fountain) (22)
- Trees/shade (17)
- Skateboard park (14)
- Nature park (13)
- Dog park (12)
- Restrooms/drinking fountain/lighting (12)
- Lake/ponds (10)
- Grassy area (6)

Several other residents named specific regional parks they would ideally like to see replicated in North Plains, including Rood Bridge, Washington Park, LB Stuart State Park and Silverwood Theme Park. Others proposed improvements on existing parks such as Dawson's Creek with a pool, play structure and restrooms and Washington Park, Laurelhurst and Jamison Square combined.

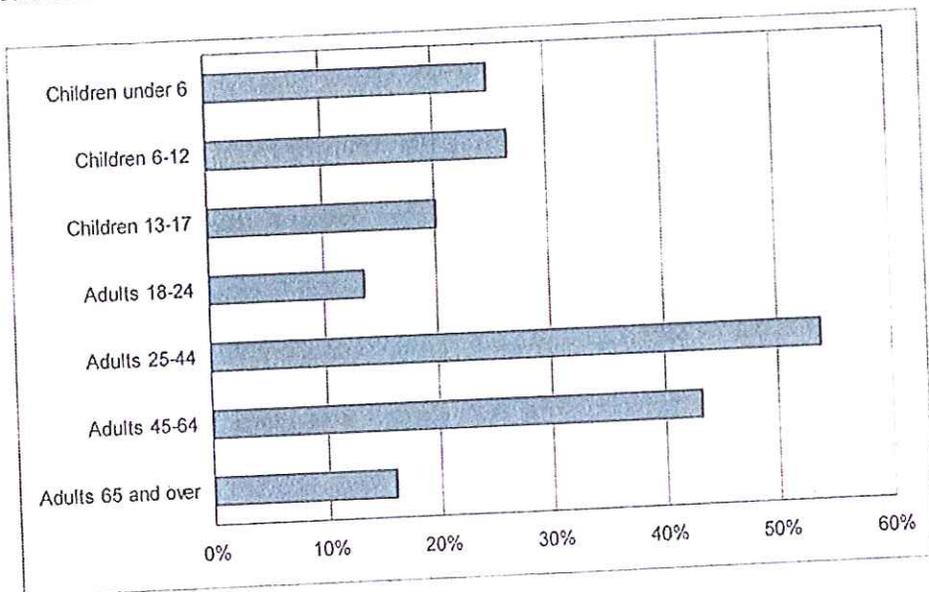
Other unique proposed park elements include:

- Bandstand/gazebo (4)
- Volleyball court (3)
- Farmers market (2)
- Daycare

- Indoor park with rock climbing wall
- Journey to Atlantis
- Racquetball courts
- Radio controlled dirt track
- Start at the water tank, follow creek to cottage and wetlands

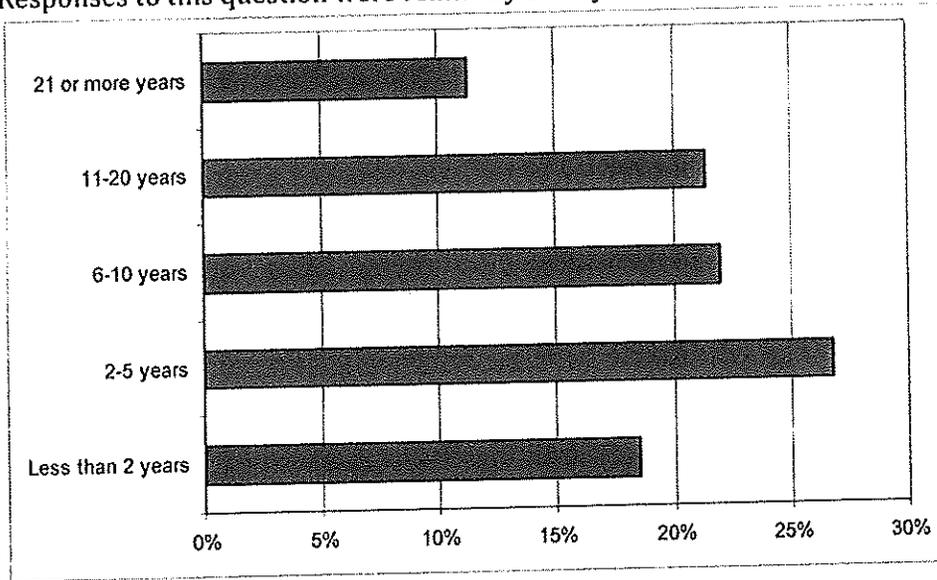
12. How many adults and children live in your household?

Most households that returned a survey include an adult between 25 and 44. Sixteen percent included a senior citizen (person over 65). Just over half (52%) included at least one child under age 18.



13. How long have you lived in North Plains?

Responses to this question were relatively evenly distributed.



14. Do you plan on residing in North Plains for the next five years or more?

The vast majority (94.4%) of respondents plan on residing in North Plains for at least the next five years.

Middle/High School Survey Summary

This survey was available online only. Five students completed this survey. These students visit Jessie Mays Park and use other spaces in North Plains to recreate. For other activities, they travel to nearby communities. Soccer and swimming were listed as the most popular pastimes and these students favored a local pool or aquatic center. Complete results from this survey are shown below. Multiple write-in answers were allowed.

1. *Where do you and your friends usually go to recreate or hang out?*

- Jessie Mays Park (2)
- Park (2)
- Around town
- Backyard
- Friends' houses
- Home
- Lenox Street
- North Plains Elementary

2. *Is there a place to play near your home?*

All students responded "yes" to this question.

3. *What are your three favorite games, sports or activities?*

- Soccer (3)
- Swimming (3)
- Baseball
- Dancing
- Learning about computers
- Reading
- Running around
- Tag

4. *Are there sports or activities you have to leave North Plains to do? What are they? Where do you go for these activities?*

- Swimming (Hillsboro, Banks or Beaverton) (3)
- Dancing
- Ice Skating (Beaverton)
- Soccer (Hillsboro/Banks)

5. *What activity or sport would you like to be able to play in North Plains?*

- Swimming (3)

- Skateboard park
- Soccer
- Build a computer from scratch

Elementary School Survey

Sixty surveys were collected from students ranging in age from three to 12. Key points are summarized below. A complete list of responses is included in Appendix 2.

1. Where do you usually play? How do you get there?

Most younger students play in their homes, yards or at local spots, including Jessie Mays Park and the elementary school playground. Most walk or rely on their parents to drive them, while about 8% ride their bikes to their destination.

- Home/yard (20)
- Park (8)
- Outside (7)
- Jessie Mays Park (5)
- School playground (5)
- Anywhere/everywhere (2)
- Friend's house (2)

2. Is there a park or place to play near your home?

Yes	59%
No	41%

3. What are your three favorite sports or activities?

Sports such as soccer, basketball, football and baseball are popular activities along with swimming and bike riding. Other activities listed include rock climbing, gymnastics and dancing.

- Soccer (26)
- Basketball (16)
- Swimming (16)
- Baseball (12)
- Football (12)
- Bike riding (9)
- Climbing/rock wall (4)
- Gymnastics (4)
- Swinging (4)
- Dancing (3)
- Horseback riding (3)
- Lacrosse (3)
- Running (3)
- Skating (3)

- What activities would you like to be able to do in North Plains?

The most popular activities—swimming and soccer—are those that students would like to be able to do locally. Students also would like to play organized sports, including baseball/softball, football and basketball in North Plains. Five students mentioned support for a skateboard park.

- Swimming/pool (13)
- Soccer (8)
- Football (6)
- Baseball/softball (5)
- Skate park/skateboarding (5)
- Basketball (2)
- Horseback riding (2)
- Play structure (2)
- Roller skating (2)

Conclusion and Next Steps

In 2009, NPCPI members will begin working with City staff to refine and update its Parks and Recreation Master Plan to better reflect community priorities. The results of this survey demonstrate the need for additional park amenities and recreation programs and reflect the importance of these amenities to the community's quality of life.

These results also provide information on where the greatest needs are. For example, the student surveys suggest there is unmet demand for activities such as soccer, skateboarding and swimming among youth. If incorporated into the City's plan, this information can direct energy and funds to match community priorities. A healthy parks and recreation system will meet families' needs locally, reducing reliance on neighboring communities and improving overall quality of life for North Plains.

List of Appendices

- 1) Surveys
- 2) Compilation of survey responses
- 3) Map exercise results

APPENDIX 1

SURVEYS

North Plains Citizens for Parks Improvements



The North Plains Citizens for Parks Improvement is a community-based non-profit organization who wishes to help improve the City's Parks and Recreation system. The goal is to conduct a comprehensive, inclusive and valid survey of North Plains' households to identify parks and recreation needs and desires to provide direction in generating 20-year plan to update, change and build a more functional, beautiful and inviting network of parks for the entire community.

Please help us by completing the following survey about your experience and your vision for a healthy parks and recreation system for the City of North Plains. Please refer to the map on the following pages. We appreciate your input!

You can also take this survey online at: <http://www.coganowens.com/northplainsparks.html>

By completing this survey and providing us with your contact information, you will be entered into a drawing to win one of several gift certificates to local businesses! Please complete the entry form on the back page.

1. How often do you and your family visit a park in North Plains?
 - Every day
 - About once a week
 - About once a month
 - A few times a year
 - Never

2. How important are parks and recreation programs to your family and your quality of life?
 - Very important
 - Somewhat important
 - Neutral/Not sure
 - Not very important
 - Not at all important

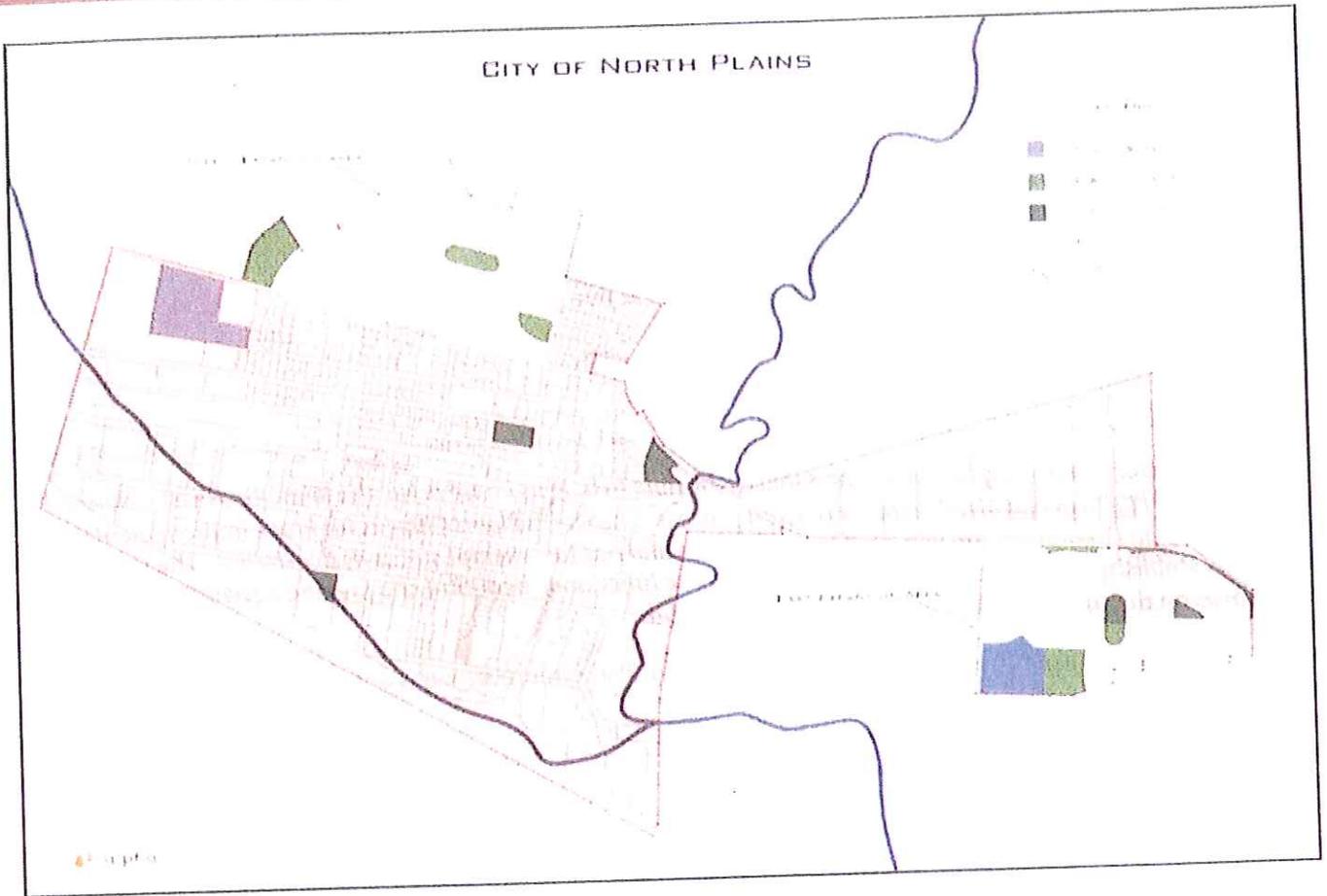
3. How satisfied are you with parks and recreation opportunities available in North Plains?
 - Very satisfied
 - Somewhat satisfied
 - Neutral/Not sure
 - Not very satisfied
 - Not at all satisfied

4. If you do not regularly visit a park in North Plains, what is the primary reason?
 - It is too far from my home.
 - There is nothing to do there.
 - There is undesirable activity in the park.
 - Other reasons (please specify) _____

North Plains Citizens for Parks Improvements

5. Do you have a favorite park (in or outside North Plains)? If so, please identify _____.
Why is it your favorite?
6. Where do you and your family usually recreate or play?
7. Are there recreation opportunities or activities in nearby communities that should be available in North Plains? If yes, what are they?
8. Would you prefer to see a system of small neighborhood parks or a large community park?
- Small neighborhood parks
 - A large community park
 - Both
9. Which of the following do you think is most needed or should be top priority for the city? Please use the numbers 1 through 5 to indicate your top choices.
- _____ Nature park
 - _____ Active parks (with play equipment, sports fields, etc.)
 - _____ Swimming pool
 - _____ Recreation center
 - _____ Walking and biking paths and trails
 - _____ Skateboard park
 - _____ Recreation programs (classes, activities for youth and seniors)
 - _____ Sports fields and courts (please specify which sport) _____
 - _____ Other (please specify) _____
10. Which of the following features are most important to include in new or improved parks? Please use the numbers 1, 2 and 3 to indicate your top choices.
- | | |
|----------------------------------|------------------------------------|
| _____ Picnic tables and shelters | _____ Park benches |
| _____ Playground equipment | _____ Water features/fountains |
| _____ "Dog duty" stations | _____ Other (please specify) _____ |
| _____ Public restrooms | |
| _____ Drinking fountains | |

North Plains Citizens for Parks Improvements



11. Dare to dream! If you had unlimited funds, what would your ideal park look like?

12. How many adults and children live in your household?

- Adults 65 and over _____
- Adults 45-64 _____
- Adults 25-44 _____
- Adults 18-24 _____
- Children 13-17 _____
- Children 6-12 _____
- Children under 6 _____

(Please continue to back side)

North Plains Citizens for Parks Improvements

13. How long have you lived in North Plains?

- Less than 2 years
- 2-5 years
- 6-10 years
- 11-20 years
- 21 or more years

14. Do you plan on residing in North Plains for the next five years or more?

- Yes
- No

Thank you for completing this survey and taking the time to help us improve North Plains. Please let us know if you would like to get involved in this important process. The North Plains Citizens for Parks Improvements, Inc. (NPCPI) is an Oregon private non-profit organization and has tax-exempt status as a 501(c)(3). The NPCPI has been established by city residents to help build a more functional, beautiful and inviting network of parks, with a focus on the current ability to secure meaningful funds.

- Please keep me informed of North Plains Citizens for Parks Improvement's ongoing activities.
- I would like to join a committee.
- I am interested in other volunteer opportunities.

The best way to reach me is:

Phone _____

Email _____

Mail _____

For more information, please contact:

Cindy Hirst

Email: hirst@q.com

Phone (503) 647-4600

GIFT CERTIFICATE ENTRY FORM

Name (optional) _____

Address _____

Phone _____

North Plains Citizens for Parks Improvements



Parks Survey Elementary School

1. Where do you usually play?

How do you get there?

- I walk
- I bike
- My parents drive me

2. Is there a park or place to play near your home?

- Yes
- No

3. What are your three favorite sports or activities?

4. What activity or sport would you like to be able to play in North Plains?

North Plains Citizens for Parks Improvements



Parks Survey Middle School/High School

You can also take this survey online at: <http://www.coganowens.com/northplainsparks.html>

1. Where do you and your friends usually go to recreate or hang out?
2. Is there a park or place to play near your home?
3. What are your three favorite games, sports or activities?
4. Are there sports or activities you have to leave North Plains to do? What are they?
Where do you go for these activities?
5. What activity or sport would you like to be able to play in North Plains?
6. What do you think North Plains needs most? (Use 1, 2 and 3 to show your top choices).
 - Nature park
 - Active parks (with play equipment, sports fields, etc.)
 - Swimming pool
 - Recreation center
 - Walking and biking paths and trails
 - Skateboard park
 - Recreation programs (classes, activities for youth and seniors)
 - Sports fields and courts (please specify which sport) _____
 - Other (please specify) _____

7. How old are you? _____

By completing this survey and providing us with your contact information, you will be entered into a drawing to win one of several gift certificates to local businesses! Please complete this entry form.

GIFT CERTIFICATE ENTRY FORM

Name (optional) _____

Address _____

Phone _____

Mail to PO Box 332 or leave at the Library or City Hall.

APPENDIX 2

COMPILATION OF SURVEY RESPONSES

Resident Survey Results

North Plains Citizens For Parks Improvements
Parks Survey Results
Open Ended Questions

Resident Survey

Questions 1-3 did not include open-ended responses.

4. If you do not regularly visit a park in North Plains, what is the primary reason (other)?

- Grandkids don't come over too often
- No bathrooms or drinking fountains
- Just moved here don't know where things are yet
- No shade, restrooms or drinking water
- No kids
- No bathroom for my young children
- No shade
- My son is too young for the playground equipment that is available here
- I don't have kids
- Time
- Disabled
- We only go when the grandchildren visit
- Don't know where they are yet
- Just moved into the area
- Age related- see no need to go to park
- Not interested
- Visit only when grandchildren visit north plains
- We usually hit the coast or ATV parks
- Only with grandkids occasionally
- Too busy doing other family activities
- It is too small for a good walk.
- Elderly-limited mobility
- Other interests.
- Want a walking path
- No young children
- No kids
- Don't know
- Don't use
- No children
- Too old
- Limited activities
- Elderly
- Dangerous playground equipment, no big kid swings, baby swings are too high and not enough benches
- Too small and not enough to do
- There is undesirable activity in the park
- Not always enough time

- Didn't know of any
- Not interested
- No trees, too hot to go and relax, not enough picnic areas
- Limited resources
- Need something for older kids to do
- Don't feel the need
- Like to fish and garden
- Senior living alone
- Did not know about them
- No small children in my home
- 62 years old
- Busy
- Too busy
- I like being home
- Not interested
- No bathrooms or port-a-potty
- Don't know of a good one
- Don't make time to go
- Other reasons box checked but nothing specified
- No need
- Not motivated by the parks here
- The one I'm aware of is set up for kids, would like adult activities.
- Don't have small children
- The kids skateboarding all around us.
- There are no restrooms! So our trips to the park are short ones b/c of this. Also, @ Jessie Mays Park, there is often "undesirable activity" on the basketball court (swearing, spitting, etc) which is located right next to the children's playground-which often forces us to leave.
- Not interested
- Don't need it, so don't use it
- I think North Plains needs a new skate park and nothing else. Even with annexation, which is the real reason you are doing this survey, our town cannot support a new Rec center, and certainly not a pool. Forest Grove can only do this because of Pacific University.

5. Do you have a favorite park (in or outside North Plains)? If so, please identify:	Why is it your favorite?
Lake Sacajawea in Longview	The lake, walking paths, beautiful natural growth
Jessie Mays Park	
Jessie Mays Park	Variety
Griffin Oaks and Rood Bridge	Fun, clean, trails and beauty
Hillsboro and Forest Grove	They have skate parks
Park on River Road in Hillsboro	Streams, clean bathrooms, drinking water, covered picnic areas.
Griffin Oaks, Rood Bridge, Ibach park	Variety of activities including unique playground structures
Washington Park	Playground, walking trails, rose garden
School	My daughter (3) actually likes the school because of so much to choose from.

5. Do you have a favorite park (in or outside North Plains)? If so, please identify:	Why is it your favorite?
Cannon Beach	Fun events and the ocean
Jessie Mays Park	
Jessie Mays Park and the frog pond	
Stubb Stewart State Park	Walking paths
Rood Bridge and Tyson Rec Center	Open field and play structure Hillsboro has great parks
Jessie Mays Park	
Shute Park in Hillsboro	
In North Plains we walk to the Jessie May Park Our favorite is Bagley Park in Hillsboro because its clean with bathrooms and great kids play area	
Dawson Creek, Silver Falls	Ride bridge love trails
	It is an excellent place to walk, jog, ride bike, etc without worrying that a car or truck will run you down.
Banks-Vernonia linear trail	1. Vernonia Banks Linear Park - biking, walking/running path. 2. Clackamas Aquatic Ctr. - swimming 3. Jessie Mays Park -Play structure
	It has long, paved walking paths -- they meander.
Greenway Park in Beaverton	
Washington Park -- a lot to see and do Commonwealth Park - water and wildlife areas birds, fish	
	Water activities
	Nice grass and shade for picnics, great trails for walking/running. ducks to feed.
Dawson Creek by the new Hillsboro Library	Nature trails, nice open dog park, sports fields
Mary S. Young Park, West Linn	Water rock wall
Orenco	
Cape Mears, Cape Lookout, Gales Creek	
Rood Bridge	Pretty, pavilions for functions, pathways for walk.
We go to the park on Pacific St. (in North Plains)	Because its by our house and to Jessie Mays Park
The park off of Pacific St. (in North Plains)	I can take my dog there
Discovery Park McMinnville	Plenty of space and options for play including a water feature
	Because there are a lot of large trees and lush green grass. It is perfect for a small wedding or just a simple picnic
In McMinnville	Water front/Esplanade surrounded by water can ride bikes without fear of cars Dawson Creek can walk by nature
	Because they have a play area, a large grassy field to play in and a pool
Somerset	
New Hillsboro Library	
	Fountains, sandbox, huge play structures, trails, covered picnic areas, tennis, gardens, wading pools, duck ponds, wonderful programs in the park (crafts, Yoga, summer camps)
Washington Park, Laurelhurst Park, Jamison Square	Lots of space to run/play sports, play equipment suitable for toddlers and older kids, big trees for
Rogers Park in Forest Grove	

5. Do you have a favorite park (in or outside North Plains)? If so, please identify:	Why is it your favorite?
	shade, benches, picnic tables, bathroom available, tennis court, and basketball.
Esther Short Park in Vancouver	Play structure, big trees, daily market
Children's Playground @ Washington Park b/c of the play equipment. Hillsboro Shute Park b/c of the concert in the park area, library, children's playground, walking trail, aquatic and rec center. It is in one area and really well thought out.	See above
Banks/Vernonia Linear Park and Dawson Creek in Hillsboro	Bike paths with no traffic
Peninsula Park	Rose garden, fountain and wading pool, sports field and community center
Shute	Pool
Forest Park	
Kid-Town, Brookings, OR	
Jessie Mays Park	Basketball hoop
Rood Bridge	
Shute and Magnolia in Hillsboro; Mt. Scott, Tabor, and Laurelhurst in Portland	Skating rink and pedal cars for babies
Rood Bridge	Paved trails for wheelchairs, large picnic and grassy areas, restrooms, tennis courts.
Dawson Creek	Water features, walking paths, ducks and geese, close to Hillsboro library
not at this time in my life	
The park where the garlic festival was held	
n/a	
Tualatin Skate Park	The kids love it
Shute Park Industrial Park	Lots of sidewalks and grass along water (ponds)
Shute Park	The pool
Skate parks in Hillsboro	
Rood Bridge	Play equipment, picnic areas
Sellwood Park	Spent time there in my youth, it has a swimming pool, ball park, picnic tables on the river.
1. Shute Park 2. Dog Park 3. Rogers Park	Shade, Pool, dog park, play structures for the kids
Quincy V & Bessie Robinson near Seaside, OR	
Washington Park	Play structures
Jessie Mays Park	Tennis court
Jessie Mays Park	Close to home
Jessie Mays Park	Close to home
Vernonia	Swimming area in the shade at the river will check out Stewart Stubbs one of these days
Shute Park	Playground equipment, pool, library
Shute in Hillsboro	Swimming, walk/ride paths, big play area
Jessie Mays Park	Playground equipment
Nature Parks	I like to walk

5. Do you have a favorite park (in or outside North Plains)? If so, please identify:	Why is it your favorite?
Barview, Oregon	Enjoy the coast, fresh air, beach, fishing, clamming
Jessie Mays Park	Close to Home
Bagley Park--Hillsboro	
Shute Park--Hillsboro	Pretty and good walking trails
A park in Hillsboro	Because its large, green and has shade and picnic tables
Nature Park	
Rood Bridge Park Hillsboro	Picnic tables, water, play structure, pond paths for bikes
Reedville--Hillsboro Magnolia Park--Beaverton	Reedville has skatepark for my grandson and play equipment for my granddaughters also nice seating and restrooms Magnolia--water spray fountains
Jessie Mays Community Center	Close to home
Hornings hideout	Activities available and the setting
Lewis River Park, WA.	Tables, pits, trails, river, dog walks, play equipment, shade, all beautiful
Rood Bridge and Hondo Dog Park	I love the nature and variety of activities available at Rood Bridge. Hondo is great!
Dawson's Creek Business Park	Not crowded, trails, nature, water, all dogs are leashed.
Outside North Plains. Hillsboro Main Library	Nice Paths, just a good place to walk and enjoy the water ponds
Outside North Plains. The Rose and Japanese Gardens	
Horning's Hideout	Fishing
Magnolia Park-Hillsboro, Griffin Oaks Park in Hillsboro, the playground @ the THRPD rec center on 158 & Walker in Beaverton.	Magnolia Park-has everything you could want but in a small park-great design. The THRPD park playground has a covering over it for year-round play. Griffin Oaks has large play structures & convenient restrooms.
Rood Bridge, Hondo Dog Park, Stub Stewart State Park	
Rood Bridge Park	Large playground, walking trails, picnic area, nature, water, ducks
Rood Bridge Park	Nature Trails, Picnic Area, Big Playground, Dog Friendly
N. Plains Elementary School playground	Close to home and lots for kids to do
Yellowstone :-D, Dawson Creek in Hillsboro, Silver Falls	I like Dawson Creek because it is easy to get to, has benches, nice walking trails and is safe
Jessie Mays Park	Central location, historic place, and it's the town center to me.
Jessie Mays Park	Close by, has basketball courts

6. Where do you and your family usually recreate or play?

- Home
- Home, parks
- Shute park in Hillsboro, playing tennis, biking, walking
- Backyard

- Pools and skate parks
- Home
- Coast, pools in Hillsboro and Forest Grove, Golf
- Camping
- Griffin Oaks and Hawthorne Farms Athletic center
- The coast, Hagg Lake
- We usually go to the small park.
- Cannon Beach, Banks/Vernonia biking trail, Washington Park gardens.
- Our cabin in LaPine
- Hagg Lake
- At the school and Jessie Mays Park
- Home, parks at the coast, family farm
- TV, reading
- Camping, square dancing , the beach
- Parks
- Rood Bridge and Tyson Rec Center
- Jessie Mays Park
- Shute Park
- We like to go to the school and play or the community center, other than that we play in our back yard or drive to another park
- Ocean beaches or zoo or Dawson creek park trails - we love to walk
- S.H.A.R.C. Pool
- In the backyard
- Forest Grove swimming pool, Vernonia-Bank linear park, Clackamas Aquatic ctr.
- The school
- Home
- Fishing, hunting, racing venues
- At home
- Swimming pool -beach, near water
- In our yard or beach
- Dawson Creek if we are going to a park.
- All around town - and into Hillsboro. Shute Park Reedville Skate Park
- North Plains Elementary - but the walking path needs work!
- Around water swings
- The coast or brown's camp
- Rood Bridge
- Horning's Hideout or Vernonia
- Hondo dog park
- In home or around town (at the school playground)
- In our yard- or camping out in the woods
- Swimming pool, beach, bike riding, walking
- The Coast, walk at Waterfront Park in Portland. The gas prices are curtailing these activities.
- North Plains Elementary School play ground
- The bike x walkways around the library in Hillsboro
- Jessie Mays Park
- State Parks
- Coast

- Boating and camping
- Portland and Beaverton Parks and Rec areas
- Home or friends house
- In another city
- Hillsboro-Bagley Park
- Our or friend's homes/yards we like to ride bikes to parks in NP or walk Hillsboro and Forest Grove Parks.
- At home
- Coast, Mountains
- Community Center, School, our yard, water park in downtown Hillsboro
- Beach/Seaside
- Shute Park, Jessie Mays Park
- At home
- TNT Martial arts/Glencoe school and PCC/and our back yard.
- The school
- here in North Plains
- Hillsboro, Beaverton, Portland parks
- On our boat
- Our dead end street
- At home, everything else is too far away
- Home, beach, mountains, rivers
- State Parks
- The elementary school here in north plains
- Jessie Mays Park or home
- Grandmas in Cornelius and Jessie Mays Park here
- Parks in Hillsboro and Portland
- Rood Bridge
- Hillsboro
- Home
- Shute or Magnolia in Hillsboro
- At home or above
- At the coast
- Soccer fields, t ball fields, Nike campus
- N/a
- Beach when we can
- N P Elementary School field
- Fitness club
- At the beach
- Skate Parks
- Aquatic Center
- Jessie Mays Park, Shute Park
- While at the skate park there is nothing for my youngest child to do
- At the school; Tyson Rec center @ griffin oaks
- Jessie Mays Park
- At home or the beach
- Fishing physically challenged
- Hardly ever
- Daughters farm on Mason Hill

- Our back yard
- Golf course, home, the park on Pacific St (in North Plains)
- Jessie Mays Park
- The coast
- YMCA
- Jessie Mays Park
- Jessie Mays Park
- Home, river, beach
- The coast
- Home or Shute park
- Hillsboro
- At home and the coast
- In our yard
- Hillsboro Aquatic Center
- Jesse Mays--tennis
- Hagg Lake, Rivers
- At home or the bike trail to Vernonia to Stuart Stubb Park
- Rood Bridge Park Hillsboro
- Hillsboro, Beaverton or Seaside
- At home
- We like to go into areas that are more natural like the coast range etc
- Lewis River Park, WA.
- In mountains, coast--hiking, camping, etc.
- N/a
- Mountains, beach
- Various places
- At parks with trails where all dogs are leashed so I can take my dog and there are not too many obnoxious kids--uncontrolled.
- Beach
- picnic, games, play structures, walking
- Unsure
- Rood Bridge Park
- Bowling alley, Blue Lake
- Many of the parks and rec centers in Hillsboro and the Banks-Vernonia trail for runs & bike rides.
- Rood bridge, Hondo dog park, S. Stewart State Park
- Our own backyard, rood bridge park, Tyson Rec center in Hillsboro
- Ocean Beaches
- Rood Bridge
- Home, Beach, Mtn.
- N,P school playground
- Wilson River
- Hillsboro Parks and Rec
- Beach
- Drive to state parks
- You already asked this.
- All over the state, the coast, etc.

7. Are there recreation opportunities or activities in nearby communities that should be available in North Plains? If yes, what are they?

- Barbecue and horse shoe pits
- Pool
- Pool and walking paths
- Dog park, pool, skate park, more play equipment
- Better play equipment, covered area, classes
- No
- Pool, skate park, arcade
- A pool, not a skatepark
- Mini-golf, pool
- Hiking/biking trails, play structures
- Sports fields, pool, better community center
- Swimming pool
- Pool
- Full court basketball
- Classes
- Pool, gym
- Activity center for kids and teen
- Unsure
- A Pool
- More structured activities for kids. Story time at the library is great but it would be nice to have more than the 1 option
- Pool - kids in summer
- Adult and youth classes such as sports, art, swimming, dancing
- Walking paths, continuous park space along the creek
- Yes swimming pool
- A pool , walking paths
- Unsure
- none
- N/A
- Swimming pool, walking paths that are not concrete or asphalt
- NO (entered from paper survey, word "should" in question has been underlined twice)
- Skate park, running trails, swimming pool.
- Swimming and skate boarding
- Swimming
- Swimming and/or wading pool open space to take dogs off leash skate park
- Pool
- Unsure
- We need a spot with a skatepark for the older kids and a wadding pool for little kids
- Yes. A dog park!
- Hillsboro Rec center with a gym and weights, hot tub and pool. Why do we as residents of N. Plains have to pay out of district prices when we are just minutes away and have no other options here?
- Bike paths without cars + walking/nature trails without pavement, made of natural materials that are easy on the body
- Swimming
- Swimming, soccer for youth and a rec center for exercise classes

- Yes, a better park - biking pathways for safety off the street
- Swimming lessons
- Swimming, baby swings at the park
- Would like to see a long walk path
- Walking trail and/or obstacle course classes i.e. Tai chi
- Yes!!!! We should have a pool! And access to Rec programs like sports, lessons, craft times, indoor playgrounds, classes for adults too!
- Dog park that dogs can run off a leash
- Swimming pool. Youth activities. Co-ed sport activities.
- Shade trees in park
- My kids take many lessons/camps through Hillsboro Parks and Rec, but we always have to pay high out of district fees! Would love to have similar activities here (or not have to pay higher prices) Would love a pool too
- Do not know
- Skate park and pool, mostly for youngsters
- Farmers Market on weekends
- Everything offered @ Hillsboro Shute Park Aquatic and Rec Center is a fine example, including classes, of what I hope North Plains eventually will offer.
- Pool and Rec center
- Buses, parks and Rec programs
- Pool
- Pool and skateboard park
- A pool and a fountain
- A dog park
- No
- No, like the peace and quiet here
- Pool
- Pool
- Pool, skate park, gym, climbing wall
- Frisbee, walking, hiking, biking trails
- Sports complex, classes, dog park
- Skate park, swimming
- Rec center and pool, indoor basketball
- Dog park, walking trails, basketball court, skate park, natural area
- Gym, bb courts, pool, walking paths, parks with shade trees and picnic areas
- Yes, a pool
- Something like Shute park summer concerts with different kinds of music---free groups, bands and singers com in to entertain
- Swimming pool
- Baby swings
- Racquetball
- I hope to see the skate park take off and become a reality. More stuff in our existing park, trees, park benches, tables.
- Skate parks
- Swimming pool (indoor) and Frisbee, golf
- Pool, picnic area with barbecues, exercise area
- Pool and skateboard park
- Swimming

- Swimming pool, nature trails
- Not at this time
- Gardening; ecofriendly/carbon friendly preaching of the gospel and related activities
- Picnic areas, swimming pool, baseball park or other sport outlet
- Swimming would be nice
- Dog park, pool, shady park
- Weight Watchers Roller skating rink
- No
- Yes, walking and biking paths
- Better tennis court, swimming pool, better baseball courts, walking trail
- A nice river park, swimming for free!
- Pool-I wish there was a place I could take an aqua aerobics class where I didn't have to pay out of district fees.
- Pool. Kids classes ballet, karate, swimming
- Swimming, walk/ride paths, big play area
- Pool, walking trails, farmers market, water feature
- Skate park
- Swimming
- Pool, bike trails
- Pool, biking and hiking trails
- Picnicking, frisbee, skateboarding, fishing
- Skateboard park, water spray fountains, public restrooms, drinking fountains, park benches
- Swimming, bike/skate path
- Swimming, classes, disk golf
- Tables, pits, trails, river, dog walks, play equipment, shade, all beautiful
- N/a
- No
- Senior, Adult, Youth recreation classes of any sort would be a great addition to North Plains
- Dog Park Nature Trails Bathrooms Multipurpose ball fields (soccer....)
- Yes. Sports for children instead of having them have to go to Banks or Hillsboro
- Certainly
- Swimming pools
- Unsure
- Indoor basketball, swimming pool
- Not really-it's fine as is. We have many acres on which we use for recreation of family & friends (no tax money needed)
- A "town square" for concerts/gatherings/farmers markets, etc. A swimming pool/Rec center
- Yes-sports fields, swimming pool, walking trails, skateboard park.
- No
- Nature trails, bigger playground, swimming
- No-What we have is fine-They don't even get used except for Jessie Mays Park
- Skateboard Park
- Rec programs
- Pool would be great for kids and families in the summer. I am not so hip on the skate park as I do not think that so many of the kids would use it. Not usually girls....
- Yes, there is the Tillamook Forest, the new park in Banks, The linear trail, Forest Park-00-We are close to as many parks as we want.

- I think it is fine the way it is.

9. Which of the following do you think is most needed or should be top priority for the city? Please use the numbers 1 through 5 to indicate your top choices.

- This city is so small none of this should be top priority
- Soccer, baseball, basketball
- Boys and girls club
- Area for very young children to play - fenced (one in and out gate)-no older children allowed smaller play structures
- Soccer/basketball, tennis
- Dog park
- None
- Sidewalks to get us there safely please!!!!
- Baseball and softball
- Sports fields and courts--none specified
- Sports fields and courts--none specified
- Sports fields and courts--none specified
- Tables for family picnics, more trees
- Baseball and soccer, youth activities
- Dog park
- Picnic area
- None
- Racquet ball
- Football
- Water spray fountains
- Off leash dog area
- Sports fields--all--none specified
- Exercise trail with stations
- Sports fields and courts--all--none specified
- Picnic areas
- Basketball, Soccer, Baseball all in Sports fields
- Please watch the money you already have in the the city-This would have helped us all.

10. Which of the following features are most important to include in new or improved parks? Please use the numbers 1, 2 and 3 to indicate your top choices.

- Bbq pits
- Botanical garden
- Swimming pool, recreational programs
- Running trails
- Natural walking paths - not pavement. --walkable city--
- Do not want another park don't use the one we have
- Walk/bike path
- Walking trails
- Large grass areas
- None
- Skateboard park

- Off leash dog area
- All boxes but water features checked
- No pet allowance
- Skateboard area
- Park benches, water features/fountains and flower beds
- Just what we have

11. Dare to dream! If you had unlimited funds, what would your ideal park look like?

- Nature park with natural features
- Rec center, dog park, pool, skate park
- Wooded area with trails, lake, waterfalls, great play equipment, tennis courts, fields for soccer or baseball, pool with kiddie pool and hot tub. Rec center with a racquet ball and a weight room
- Pool, skate park, water fountain, picnic area, soccer field, baseball diamond, volleyball courts, tennis courts, bathrooms, drinking fountains, playground, dog area
- Disneyland
- Just like the park on River Road
- Lights for evening use and radio controlled car dirt track area plus all of the usual stuff
- A Lake, hiking and biking trails, sport courts and fields, a rec center, pool, and playground equipment
- Pool, picnic tables, trees & shrubs, green grass, sandbox, play equipment, water features to play in & not, large rocks
- Bandstand, gazebo, and farmers market
- Indoor pool, basketball, soccer, play set for kids
- A dog park and swimming pool
- We should not cater to out of town visitors, no one vacations here. A small community place. We'll stay if the city doesn't grow too fast.
- Water aerobics
- Like Rood Bridge, No more housing development here
- Unsure
- Beautiful green grass with flowers and trees. Clean restrooms, walking paths and great playground equipment for kids. Maybe a separate area for bigger kids to hang out. A water feature would be nice in the summer, maybe a wading pool. If there is a swimming pool have an area for little ones [cut off with gift certificate form]
- Swings, climbing structures, slides, bathrooms, drinking fountains, indoor swimming pool, basketball courts, baseball, and soccer fields, covered picnic areas, nature trails for walking and bicycles, and a skating park for youth
- It would be a path/park that starts at the water tank, follow the creek to cottage. There would be a large grassy area w/picnic tables, etc. The path would continue on cottage to main, go south on main w/sidewalks. Continue on main to Pacific St. (in North Plains) and follow the creek to wetlands behind McDonalds.
- Small forest area with paths and trails, open fields for soccer, a dog park, indoor/outdoor play structures, indoor/outdoor swimming pool, long winding walking/running [cut off with gift certificate entry form]
- There would be a grassy picnic area and wooded areas with paths and streams. Maybe a gazebo/fountain area for weddings and ?
- Pool, ponds, water features, nature trails, walking paths and separate bike trails
- Disneyland!

- Large open spaces with playground equipment, activities, center, and a swimming pool with a skateboard park included
- Swimming pool, nature trails, dog park, skate park, sports fields (lacrosse, softball), playgrounds, wading pool, lots of trees, picnic tables and shelters, fitness trail like Lincoln Park used to have, volleyball set
- Biking and walking trails, large dog free play area, ball courts, open field for soccer and football or flying kites, playground for all ages, bathrooms and drinking fountains.
- Journey to Atlantis
- It would have a lot of #9 and #10
- It would have a big swimming pool and a small wading pool for little kids, a skateboard park and a place for barbeques.
- Disneyland! =)
- Natural walking paths trails --walkable city! Bike paths --without cars-- water features pool ponds wildlife
- Picnic tables, BBQ's, Benches, Play Equipment, Pool
- Recreation center, with swimming and a soccer field, a baseball field, a track to run on and paved trails to ride bikes or walk on
- Swimming pool + fitness center - dog areas - large playground equipment - community Christmas tree - picnic shelters - bike paths - water features
- Nature path following brooks
- Zoo Botanical Gardens
- Washington park, Laurelhurst, and Jamison square combined! Pool, wading pool, fountain, sidewalks to get there, shelter/shade, fabulous age appropriate play equipment, hiking trails, dog area, skate area, rec center, baseball field, community garden.
- A swimming pool with recreation programs
- Hiking trails, swimming pool, playground equipment for kids, volleyball courts, bathrooms, drinking fountains, rent-able rec center, water features.
- Please see answer to #5-plus swimming pool facility w/ exercise room/classes available to residents.
- Silly Question.
- Lots of old growth trees, pond, play structures, swings, farmers market, BBQ area for picnics.
- It would have classes, amenities, gym, indoor/outdoor pool, water slides, and courts of the Hillsboro SHARC. including Racquetball courts. The plays system of Washington Park children's playground, walking and bike trails, picnic area, nature area that was attractive to birds and wildlife. The biking trail would connect to the Banks Vernonia Trail.
- Rec center/skate park/impact reducing surface on trails for walking and jogging, 8 ft wide
- Swing set with slide seat for little ones/slide/monkey bars/water fountain for kids to run through
- It would have all of the things listed in #9 and #10 plus a fishing pond.
- See previous entry
- A Pool; picnic areas, walking/biking trails, sports fields, playground equipment.
- A place for all children to play
- Opposed to annexation
- Rec center with pool and gym, craft classes, natural areas
- Go to www.silverwoodthemepark.com only scaled down to fit the relaxed atmosphere and social community network that North Plains is known for.
- An indoor park with a sand pit, lots of windows, a rockwall and the usual

- Similar to rood bridge park
- Fountains to play in, playground equipment, shady areas for picnics
- A park for young and old--water features/fountain, picnic tables and shelters with paths for walking or path for bikes, benches along the way to sit and rest as well as take in the beauty of the area. A main rec center for family activities, area for just the skateboards (so they're not on the streets)
- Lots of trees and flowers, pond with fish, fountains
- Dawson's Creek (off Shute Rd) with swimming pool and play equipment
- More play equipment, tables, picnic areas, shelters, walk trails, nature paths
- Lots of grassy areas, skate board friendly, picnic friendly, big enough for family reunions, and swimming?
- An indoor swimming pool and hot tub, public restrooms, covered outdoor stage for community events, etc...,water features (fountains or creek/lake)
- 5 acre park w rec bldg and pool, trees all over except for the ball field, dog duty stations, electric for large events, covered picnic area, restrooms.
- Pool, skateboarding, play equipment, sports fields, walking and biking trail, dog area
- Gym, pool, daycare, hiking playground equipment
- Pool, Rec center, play ground, picnic shelters, concert stage, nature trails, benches
- A 25 acre forest park with trails, a creek and nature
- Swimming pool and playground
- Look like Dawson Creek on Shute Road but with a playground, shelters, restrooms, and trails.
- Like Washington Park; kid swim/wade, trees, walk paths, dog friendly, play equipment, benches, tables, covered areas, tennis, baseball, and adult swings.
- Small pool, lg playground, nice restrooms, roller skating rink, picnic area..no skateboard park
- Lots of trees, a huge fountain or river for the kids, a rec center, bike and walking paths that extend to Vernonia/Banks and a bike/walk off the highway to Hillsboro for old farts who need and want to exercise safely and without fear.
- A park with an indoor rec center with playground stuff inside and out, sports fields, aquatic center and room to hold lots of classes.
- There are some residents like us that are happy with the way things are and would like to just enjoy the city we have and not have people trying to always change it.
- Unsure
- Lots of trees, fountains and trails. Grass and lounge areas.
- A large pond with fishing and waterfalls!
- A Nature Park with benches and easy walking
- Skateboard area, playground equipment, walking trails, park benches, water spray fountains and swimming pool, indoor and outdoor recreation
- It would have a swimming pool and rec center picnic area and play structures and have a path around it for bikes and skateboards with benches along the path, lots of trees and small, fenced in areas for dogs.
- A Rec center with an indoor/outdoor swimming pools the center could house classes and meetings and a preschool a skatepark and outdoor play equipment as well as sports fields and a stocked fishing pond also a enclosed off leash area for pets
- Beautiful yet practical. A wide range of things or places to recreate.
- n/a
- Secluded/wooded/lots of winding trails with ponds

- A must have: swimming pool. Not need outside pool but nice indoor covered one with slide and diving board. Outside playground equipment with a bike/walking path around it.
- Unlimited funds--I don't see this happening in my lifetime! North Plains is too small--We need a bigger tax base to afford necessities let alone a great park. Unfortunately, growth will no doubt be very slow in coming years given our current and probably projected bad economy for the next few years.
- Reedville
- Long walking trails with water features. A swimming pool and lots of play structures.
- Short walk from home, benches, paved walkways, ponds and fountains, flower beds.
- Swimming Pool, Bathrooms, Basketball Court, Playground
- The "LB Stuart" state park
- Part nature park with paths to walk, part playground (a fenced-in playground to keep the kids contained so parents can sit on benches to rest a bit!) A water fountain to splash in. A Rec/Community Center with a gym/wt. room/sports courts/swimming pool.
- Large play structure, shady areas to cool down, walking/nature trails, rec center with classes for youth and seniors like art, sports, etc.
- Hiking/biking trails, Huge Playground, Rec Center, Pool, sports fields
- A skateboard park with walking and biking paths with picnic tables in the shade and it has to have public restrooms.
- Rec Center with Pool
- I also like Rude Bridge park. I love the paths and the rolling lawns there. Lots of open space and nice walking paths.
- Playgrounds with space for children of ALL ages. Walking trails.
- Jessie Mays Park
- A bike trail from North Plains to Portland, following West Union Road.

**Elementary Students
And
Middle/High School
Students
Survey Results**

North Plains Citizens For Parks Improvements
Parks Survey Results
Open Ended Questions

Elementary Student Survey

1. Where do you usually play?

- Jessie Mays Park
- Jessie Mays Park
- Unimproved Lenox ROW
- Jessie Mays Park
- Back yard
- Park
- Front yard
- Front yard
- Home
- Home
- Home
- School playground
- Home
- Anywhere
- Home
- Everywhere
- Park
- Jessie Mays Park
- Back yard
- Video games
- Outside
- Home
- Home
- Home
- Home
- Home
- Hillsboro parks
- Outside
- Yard
- Pool
- School playground
- School playground
- Street
- The park
- Friend's house
- Friend's house
- Home/park
- Park
- Outside

- Bmx park
- Outside
- Inside
- Outside
- School playground
- Home
- Park
- Outside
- Outside
- School playground
- Neighborhood
- Home
- Park
- Park
- Jessie Mays Park
- Back yard
- Back yard

3. What are your favorite sports or activities?		
Soccer		
Soccer	Tag	Basketball
Riding bike	Soccer	Swimming
Swimming	Soccer	Creating things
Basketball	Wall ball	Bug catching
Sliding	Skateboarding	Riding bike
Soccer	Rollerblade	Baseball
Running	Swimming	Baseball
Bike riding	Swinging	
Bike riding	Swinging	
Backflipping	Tire Swing	Soccer
Soccer	Dancing	Swimming
Gymnastics	Swimming	
Climbing		
Soccer	Swimming	
Football	Running	Swimming
Soccer	Swimming	Tennis
Skating	Football	Basketball
Dodgeball	Freeze tag	Every body sit
Baseball	Soccer	Basketball
Skate boarding	Soccer	
Baseball	Basketball	Football
Soccer	Running	
Beach ball	Riding bike	Walking with mom
Motorcycle	Baseball	

3. What are your favorite sports or activities?		
race		
Wallball	Ride bike	Swimming
Baseball	Dirt bike	
Soccer	Basketball	Swimming
Football	Basketball	
Soccer	Softball	Lacrosse
Softball	Football	
Slide	Teeter-totter	Rock wall
Soccer	Swimming	Rock wall
Soccer	Baseball	Volleyball
Basketball	Football	Soccer
Volleyball	Tetherball	Basketball
Football		
Horse riding	4-h	School
Horse riding	4-h	School
Baseball	Football	Skate
Bike riding	Baseball	Play structure
Dirt bike	Football	Soccer
Baseball	Hiking	
Basketball	Football	Soccer
Basketball	Swimming	Soccer
Swimming	Biking	Basketball
Soccer	Basketball	Swimming
Skating	Dancing	Singing
Rock wall	Swimming	Gymnastics
Soccer	Swimming	Baseball
Soccer	Basketball	Softball
Video games		
Lacrosse	Swings	Bike
Lacrosse	Playground	Swings
Ogo	Soccer	Horseback riding
Gymnastics	Soccer	Softball
Dancing	Basketball	Gymnastics
Football	Basketball	Baseball
Soccer	Football	T-ball

4. What activity would you like to be able to play in North Plains?

- Soccer
- Swimming, Soccer
- Basketball, Badminton
- Building where people can create things
- Tag, volleyball

- Pool
- Soccer
- Swimming
- Swimming
- Swimming
- Pool
- Soccer
- Play structure
- Climbing items
- Swimming, Soccer
- Swimming
- No
- Skate park
- Dodgeball
- Dog ball
- Skateboarding
- Drama class
- Playing with toys
- None
- Play structure
- Baseball
- Roller skating
- Skate park
- Lacrosse
- Softball
- Swimming
- Soccer
- Football
- Tetherball
- Football
- Horseback riding
- Horseback riding
- Skate
- Skate board
- Skate park
- Baseball
- Football
- Market
- Monkey bars
- Softball
- Swimming
- Soccer
- Basketball
- Soccer
- Football
- Football
- Don't know

- Swimming
- Swimming
- Football
- Swimming, t-ball

Middle/High School Student Survey

1. Where do you and your friends usually go to recreate or hang out?

- Backyard, house, around town, park
- Jessie Mays Park, Lenox Street and right of way
- At each others houses, if it is a nice day we may go to Jessie Mays Park
- We like to hang out around parks and play with other children
- North Plains Elementary

3. What are your three favorite games, sports or activities?

- Swimming, dancing and baseball
- soccer, swimming, tennis/badminton
- My favorite game is tag, my favorite sport is soccer, and an activity I like to do is to look up online how computers work and other things about computers
- Swimming, reading and just running around

4. Are there sports or activities you have to leave North Plains to do? What are they? Where do you go for these activities?

- Yes, swimming, dancing and ice skating - Banks, Hillsboro, Beaverton
- soccer, Hillsboro or Banks
- Swimming have to go to someone's house or Hillsboro and pay a whole lot
- No
- Swimming

5. What activity or sport would you like to be able to play in North Plains?

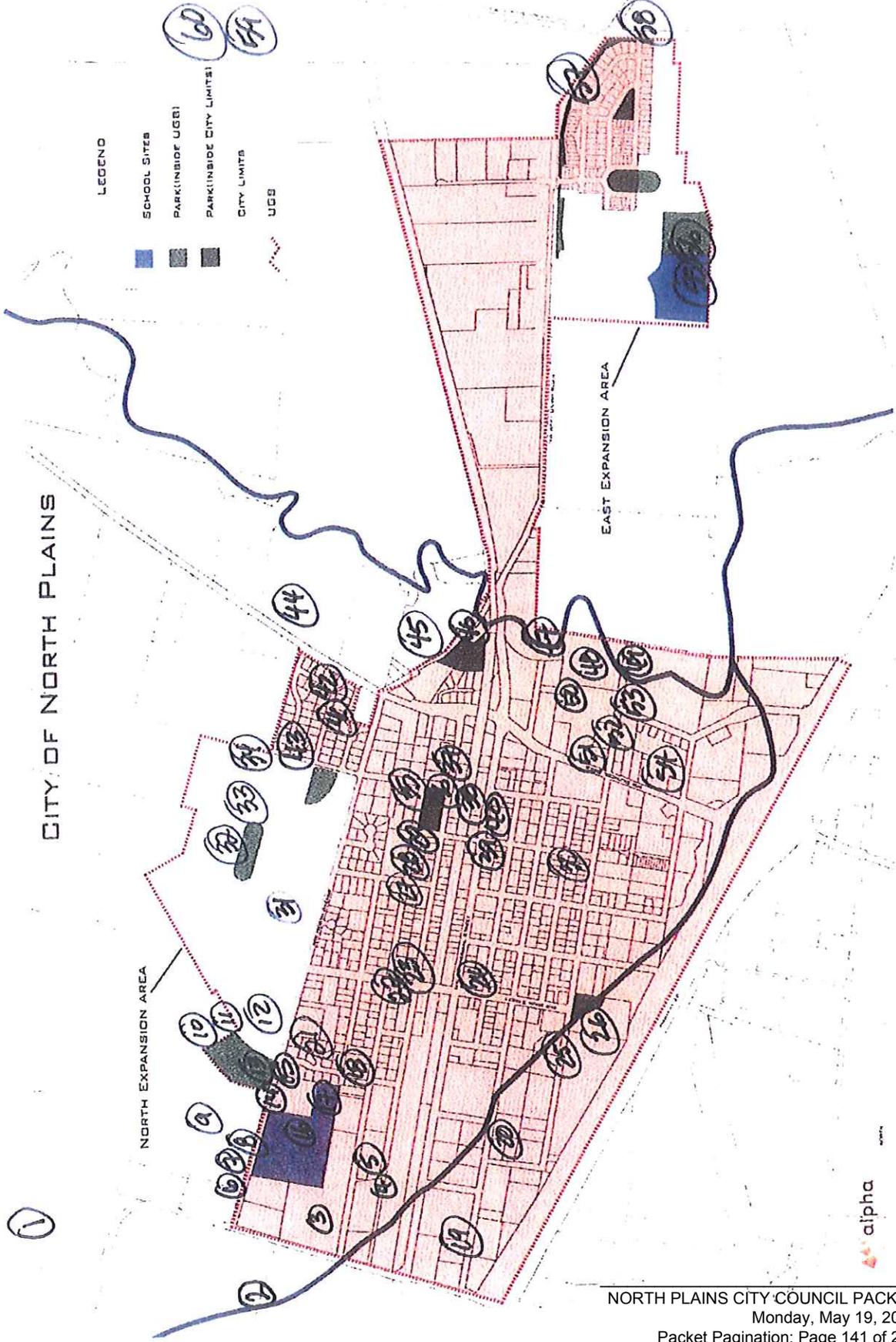
- Swimming
- Soccer
- Swimming and a skate park
- I would like to build a computer from scratch
- Swimming

APPENDIX 3

MAP EXERCISE RESULTS

In August 2008, NPCPI members staffed a booth at the Garlic Festival, a local community event. At the festival, a map was displayed of North Plains parks and open spaces, including some surrounding lands, the city boundaries, urban growth boundary and potential annexation areas. Residents were encouraged to comment on parks and recreation needs by making notes on the poster using small post-it notes. The results of this exercise are shown on the following pages.

CITY OF NORTH PLAINS



Comment #	Description	Comment #	Description
1	New County Fair Grounds	31	Water feature
2	Bike paths	32	Playground
3	Pool	33	Park
4	Pool	34	Park
5	Pool	35	Rec Center
6	Pool	36	Pool
7	Pool	37	Skate Park
8	Pool	38	Skate Park
9	Summer concerts	39	Sidewalks
10	Pool	40	After school tutoring
11	Pool	41	Community Center
12	Indoor pool	42	Natural park
13	Central plaza	43	Meeting/party room rental for public
14	Pool	44	Chicken gun/skatepark
15	Pool	45	I want a nature trail here
16	Pool	46	After school tutoring
17	Pool	47	Park
18	Skate Park	48	Grocery store
19	Softball field	49	Bike trail
20	Skate Park	50	Grocery store
21	Farmers Market	51	I want sidewalks and bike lines throughout town!
22	Downtown Community Center	52	Grocery store
23	Someone wants a skate park?	53	Liquor store
24	More restaurants	54	Papa Murphy's
25	Trail along creek	55	Swimming pool
26	How about a dog park here?	56	I want a swimming pool!
27	Sidewalks!	57	Dog park
28	Pool	58	Traffic light
29	Pool	59	Basketball Court
30	Dog Park	60	Baseball Field

ORDINANCE NUMBER 403

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORTH PLAINS,
OREGON, ADOPTING A COMMUNITY WALKING TRAIL PLAN APPENDIX TO
MUNICIPAL CODE CHAPTER 15 SERIES COMPREHENSIVE PLAN PARKS AND
RECREATION CAPITAL FACILITIES MASTER PLAN**

WHEREAS, the City of North Plains adopted Ordinance Number. 336 on July 18, 2005 adopting the Parks and Recreation Capital Facilities Master Plan, and

WHEREAS, a Parks and Recreation Capital Facilities Master Plan Update was adopted by Ordinance Number 348, on April 3, 2006; and

WHEREAS, the City wishes to incorporate a Community Walking Trails Plan appendix to the Parks and Recreation Capital Facilities Master Plan which is a part of the City's Municipal Code Chapter 15 Series Comprehensive Plan; and

WHEREAS, the City provided necessary notice to the Oregon Department of Land Conservation and Development in March 2012, of the proposed adoption of this Ordinance for acknowledgement of the proposed texts incorporation into the Comprehensive Plan; and

WHEREAS, on March 30, 2012, the Oregon Department of Land Conservation and Development responded with concerns about elements affecting the Transportation System Plan element of the Comprehensive Plan; and

WHEREAS, City staff is reviewing the Comprehensive Plan Transportation System Plan to identify what, if any, revisions may be needed for a separate Comprehensive Plan Amendment process.

**THE CITY COUNCIL OF THE CITY OF NORTH PLAINS, OREGON,
ORDAINS AS FOLLOWS:**

Section 1. The Community Walking Trail Plan document, a copy of which is marked Exhibit "A", attached hereto and by this reference incorporated herein, is an appendix to the Parks and Recreation Capital Facilities Master Plan, which is a part of Municipal Code Chapter 15.02 Comprehensive Plan Elements.

Section 2. The Findings of Fact supporting adoption of this Ordinance for City of North Plains Comprehensive Plan Amendment

File Number CPA-12-004, marked Exhibit "B", are attached hereto and by this reference incorporated herein.

Section 3. Severability. If any provision of this Ordinance or its application to any person or circumstances is held to be unconstitutional or invalid for any reason, the remainder of this Ordinance or the application of the provisions to other persons or circumstances shall not be affected.

Section 4. Effective Date. This Ordinance shall become effective within thirty days from the date of adoption; i.e. June 20, 2012.

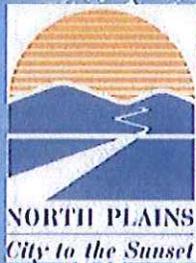
INTRODUCED on the 7th day of May, 2012, **AND ADOPTED** this 21st day of May, 2012.

CITY OF NORTH PLAINS, OREGON

By:  _____
David Hatcher, Mayor

ATTEST:

By:  _____
Lisa J. Gibson, City Recorder



City of North Plains

PARKS & RECREATION FACILITIES MASTER PLAN: APPENDIX A: COMMUNITY TRAILS PLAN

*Produced in Collaboration with:
The North Plains Walking Trail Advisory Committee &
The North Plains Parks & Recreation Advisory Committee*

2012

INTRODUCTION

The *North Plains Community Trails Plan*, an appendix of the *North Plains Parks and Recreation Facilities Master Plan*, is intended to be a guide for development of future sidewalk, street, and greenway trails in the City of North Plains, Oregon. North Plains is located approximately 20 miles west of Portland, Oregon in Washington County (Figure 1). In 2011, the population approached 2,000. The town is on the periphery of the Metro regional governing boundary and is approximately 5 miles north of Hillsboro, Oregon, which has a population of approximately 91,000. The community envisions an eventual city-wide (approximately 10 mile) trail network around town that encompasses on-street, sidewalk, and greenway paths.

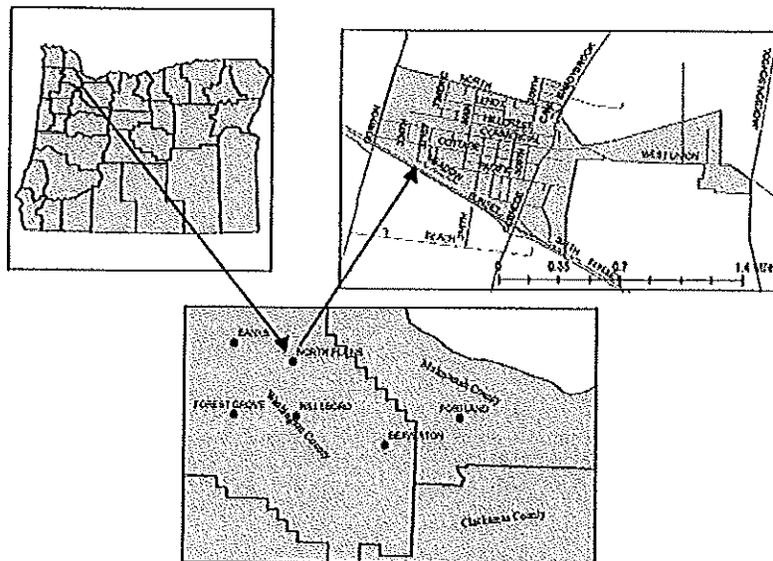


Figure 1: North Plains Vicinity

Street, sidewalk, and greenway trails offer numerous benefits, including:

- Providing recreational opportunities for communities
- Long-term economic benefits resulting from a more attractive, livable community
- Providing safer routes for pedestrians that are separated from vehicular traffic
- Social benefits, including opportunities for neighbors to interact while using trails
- Health benefits associated with increased physical activity
- An overall improvement of a community's quality of life and livability
- The preservation and restoration of riparian greenways to benefit the watershed and overall environmental health
- With proper trail maintenance, native vegetation re-establishment and removal of invasive and noxious vegetation
- Preservation and enhancement of wildlife habitat
- Decreased strain on stormwater infrastructure through bio-retention

-
- Improved air quality through carbon sequestration
 - Improved soil conditions and reduced soil erosion
 - Native vegetation re-establishment, thus eventually requiring less upkeep
 - Increasing public environmental stewardship awareness with interpretive signage and providing opportunities to connect with nature

BACKGROUND

Several local plans, created with public input, identify the need for community trails in North Plains, specifically along McKay Creek and its tributaries. In addition, a local nonprofit, the Citizens for Parks Improvements, conducted the *Parks and Recreation Survey*, a citizen opinion survey, in 2008. This survey consistently identifies trails as an unmet and desired addition to the city's parks and recreation system. Local plans that identify the need for trails include:

- *The North Plains Comprehensive Plan*
- *The North Plains Parks and Recreation Capital Facilities Master Plan*
- *The North Plains Urban Renewal Plan*
- *The North Plains Transportation System Plan*
- Metro's *Regional Trails & Greenways* document which identifies the McKay Creek Greenway and the Portland-to-the-Coast Trail, both in the North Plains vicinity, as desired regional trails

This plan was developed with the input of the City of North Plains Walking Trail Advisory Committee and the North Plains Parks Advisory Committee. The Walking Trail Advisory Committee was formed in 2010 with the intent of determining the best placement of street, sidewalk, and greenway trails within the North Plains Urban Growth Boundary. The city also works with the North Plains Parks Advisory Committee and the Walking Trails Committee when making other park improvements, such as selecting park furniture (benches, fountains, trash cans, etc.) designing new parks, and locating new parks.

GREENWAY TRAIL GUIDELINES

The City of North Plains is committed to trail construction and maintenance that minimizes environmental impacts and improves environmental conditions. As best management practices evolve, the city will alter trail and natural area management practices as necessary. Some basic guidelines for sound trail construction include:

- When possible, use recycled and/or local materials; such as locally recycled bark chips; wood from local, sustainably managed sources; and using recycled/recyclable HDPE plastic benches and signs
- Installing recycling containers in addition to trash cans
- Align the trail above the ordinary high water mark and in a manner that has the least impact on the natural surroundings, minimizes grading/limits erosion, protects water quality, and maintains wildlife habitat

-
- Avoiding trail construction and maintenance between April 1-July 15 to avoid disturbing nesting birds and other breeding wildlife
 - Surrounding the trail with denser vegetation to encourage users to stay on trail and minimize site disturbance, especially in wetter areas
 - All best management grade and outslope designs should be followed, including the incorporation of rolling dips and grade reversals to reduce erosion and sedimentation
 - Large brush/dead and standing wood should be retained on the site to provide wildlife habitat, restore nutrients, and minimize site disturbance
 - Using trail material/trail break methods that minimize erosion and are ADA compliant
 - Keeping all motorized maintenance equipment on trail to reduce site disturbance
 - Continuously monitor and modify trail management practices to ensure the highest level of land stewardship and user benefit
 - Partner with all stakeholders and receive input on design and alignment in all stages of the project. These stakeholders may include, but are not limited to, transportation agencies, stormwater management agencies, local governments, community organizations, and adjacent property owners
 - For more trail construction and management guidelines, refer to the Resources section at the end of this document

FUTURE STREET & SIDEWALK TRAIL GUIDELINES

The North Plains Walking Trail Advisory Committee and city staff determined several on and off-street paths for a future trail network in North Plains. Several factors were considered as the committee determined ideal routes, including:

- Existing & future sidewalk placements, including future sidewalks in the North and East Urban Growth Boundary (UGB) expansion areas
- Existing crosswalks
- Existing and future park locations
- Creek and water body locations
- Vehicular traffic levels and pedestrian safety
- Locations of businesses and other points of interest
- Scenic views

Many of the routes consist of on-street paths. A majority of the streets in North Plains contain open ditches and no sidewalks. Full-scale stormwater piping, curbs, and sidewalks are not financially feasible in the near future, and ditch drainage systems have the potential for improving water-quality and retaining flood waters. Open ditches can also be retro-fitted into bioswales or raingardens for filtration and water purification (Figures 2&3).



Figures 2&3: Sample Bioswales/Raingardens¹²

Due to the above reasons, many of the proposed city trail improvements will be on-street. The plans for street and sidewalk trails include:

- Placing “pedestrian lanes” on shoulders with directional arrows and pedestrian symbols. These lanes will effectively narrow vehicle travel lanes and calm traffic, thus providing a safer pedestrian environment (Figures 4-7)
- Some streets do not have open ditches and may more easily accommodate inexpensive off-street chip or gravel pathways. Refer to the Street and Sidewalk trail section for specific locations of potential off-street pathways



Figure 4: Conceptual Illustration of desired pedestrian paths in North Plains (not to scale).

¹ <http://ecosrq.com/bioswale%20after.jpg>

² <http://brooklyncountrylane.files.wordpress.com/2009/04/bioswale.jpg>



Figures 5,6,&7 (Bottom): Sample pictures of on-street pedestrian lanes³⁴⁵

Other possible plans for North Plains street and sidewalk trails include:

- Placement of trail marker posts, directional signage, and/or other amenities such as benches, trash cans, and dog waste receptacles in the network
- In addition, if funding allows, the following amenities may be an option in the future:
 - Adding planting strips to form a buffer between the pedestrian and traffic (Figures 8 &9).
 - Placing bollards, rumble strips, curbs, or reflectors along pedestrian path boundaries to delineate a separation from pedestrian and vehicular traffic. Many options are available for bike lanes that could be adjusted for pedestrian use (Figures 10-14)



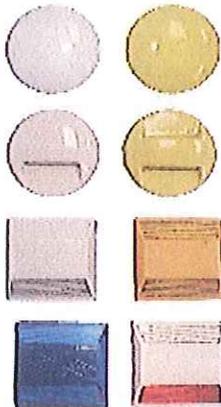
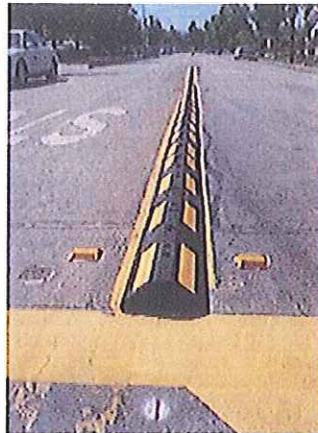
Figures 8&9: Sample planting strips that could be incorporated into the street to serve as a buffer between the vehicle and pedestrian traffic⁶⁷

³ <http://us.123rf.com/168nwm/fintastique/fintastique0702/fintastique070200209/757947-pedestrian-lane-sign-painted-on-tarmac.jpg>

⁴ <http://brooklynimbecile.files.wordpress.com/2011/06/bike-lane-vs-pedestrian-lane.jpg>

⁵ <http://swnl.org/bridlemile/hsp/>

⁶ http://www.caactivecommunities.org/wp-content/gallery/engineering/normal_cr-lb-oakland-2004-planting-strip-median-near-park_4.jpg



Figures 10-14: Bollards, curbs, and street reflectors may be used to delineate on-street pedestrian lanes. Many lane separator products are available for bicycles that could be altered for pedestrian lanes⁸⁹¹⁰¹¹¹²

⁷ http://4.bp.blogspot.com/_r4Klv8u2tgU/S14ZQCqv5PI/AAAAAAAAEg8/e0WWPntDJdE/s400/Yucca+parking+strip.jpg

⁸ http://www.plasticrecyclers.com.au/images/lightbox/bollards-135mm_large.jpg

⁹ http://www.trafficlogix.com/images/classic%20tl%20separators/sunnyvale%20ca_resize.JPG

¹⁰ http://www.trafficlogix.com/images/blke%20sensitive%20separators/09-2785%2009-3082%2009-3099%2009-3115%203.2%20BSAK%20E_resize.jpg

¹¹ http://www.crossroadslp.com/files/Traffic_Buttons.jpg

¹² <http://secure.mycart.net/catalogs/catalog.asp?prodid=5106035&showprevnext=1>

STREET & SIDEWALK TRAIL ROUTES

Below are the desired street and sidewalk walking/jogging routes for the City of North Plains. Each section specifies the length, notable features, ownership, issues such as hazardous sidewalk conditions or traffic, desired improvements to the trail, and implementation actions.

GREEN TRAIL: 4 MILE CITY-WIDE LOOP

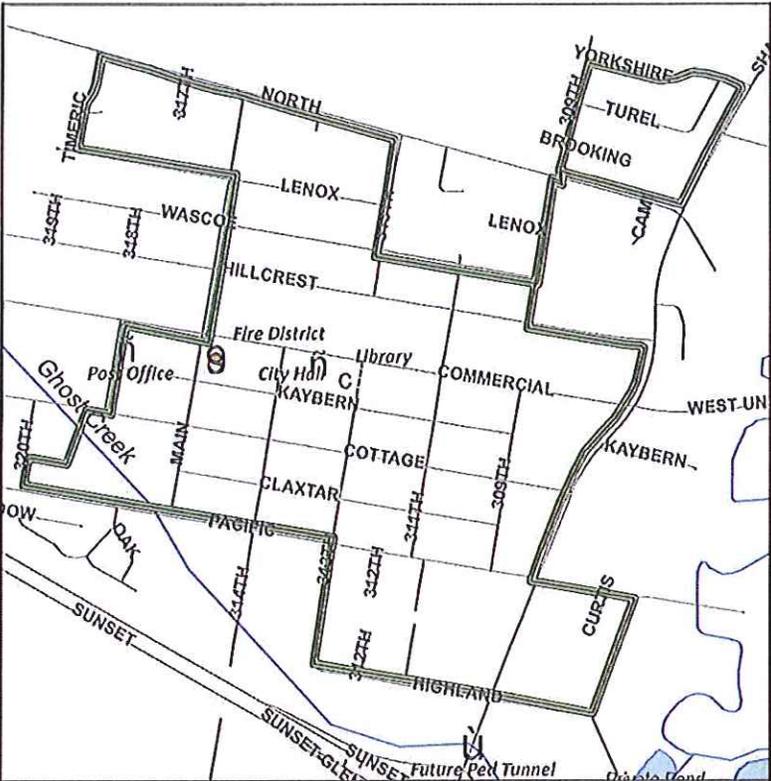


Figure 15: 4 Mile City-wide loop

LENGTH: Approximately 4 miles
OWNERSHIP: City & Washington County owned streets, Cottage Point greenway area is privately owned by the subdivision developer
<p>NOTABLE FEATURES:</p> <ul style="list-style-type: none"> ■ Loop is a good length for runners ■ Loop passes most city parks and future parks ■ Loop can connect with future greenway trails along McKay and Ghost Creeks ■ Loop can connect to future sidewalks and trails in the north and east expansion areas ■ Portions along North Ave. have scenic views of farmland, the Tualatin Hills, & Mt. Hood ■ Loop has the potential to draw in tourists stopping at businesses off Highway 26

NOTABLE FEATURES (CONTINUED):

- New sidewalks established on Main from Commercial to North (Figure 16)
- New sidewalks established in Westridge (North @ 309th), Vanrodison Heritage Estates (North @ Main), & Cottage Point East (Cottage @ 320th) subdivisions
- Crosswalks available on Main @ Commercial, Lenox @ Commercial, 309th @ North, Cottage @ Glencoe, and Pacific @ Glencoe
- New thermoplastic brick crosswalks at Cottage @ Glencoe, and Pacific @ Glencoe (Figure 17)



Figure 16: New sidewalks along Main street



Figure 17: New thermoplastic brick crosswalk, Cottage @ Glencoe

- Loop passes the Cottage Point natural area along Ghost Creek, which has the potential for wildlife, bird-watching, and environmental education opportunities
- Bicyclists use Commercial and Glencoe, and often stop at local businesses for refreshments; bicycle tourism remains an under-utilized economic development opportunity in North Plains (Figure 18)



Figure 18:
Bicycle patrons
of a local café

ISSUES:

- Fast-moving traffic along North between Main & 313th (Figure 19) contains a widened shoulder for pedestrians. This shoulder has no vehicle/pedestrian separation and is an ideal location for bollards, curbs, and/or street reflectors as depicted in Figures 10-14
- Glencoe is generally unpleasant for pedestrians because of traffic volume, speed, and several driveways that cut into sidewalks
- Crossing Glencoe at Pacific and Highland is unpleasant (Figure 20)
- Vehicles often do not stop for pedestrians at crosswalks, particularly the Main @ Commercial and 309th @ North
- Paths crisscross at 309th/North, which may be confusing for the user
- Much of the vegetation along the Cottage Point natural area is non-native and invasive
- *Sidewalk issues:*
 - Sidewalk gap on Commercial from 318th to Post Office (~100 feet) (Figure 21)
 - Sidewalk gap on lot near North/Timeric (Figure 22)
 - Sidewalks on North from Timeric to Main, North between Main and 313th, 313th from North to Lenox, Highland between 312th and 313th, and Pacific from Main to 320th, are made of lower-quality asphalt and are starting to deteriorate
 - Unpleasant to cross Chevron's driveway while walking on sidewalks on Highland @ Glencoe
 - Future sidewalks on Pacific are pending completion of the Cottage Point East subdivision
 - No sidewalks surrounding the PGE station on the corner of North and Shadybrook (Figure 23)
 - Hazardous on-street segment with no sidewalks on Glencoe between Hillcrest & Commercial
 - Intermittent or no sidewalks on Pacific from Glencoe to 307th and 307th from Pacific to Highland, sidewalks that do exist are isolated to frontages of newer townhomes
 - Intermittent and/or sub-standard sidewalks on Highland from Glencoe to 313th
 - No sidewalks on corner of Highland @ 313th; limited sight distance for pedestrians

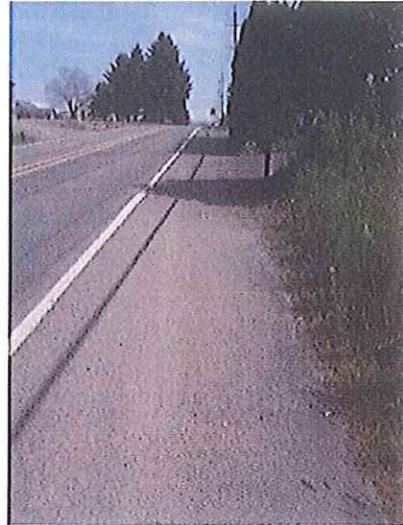


Figure 19: Ideal road shoulder used by pedestrians where bollards, curbs, and/or street reflectors could be installed.



Figure 20: Onerous crossing for pedestrians, Glencoe @ Highland

4 MILE CITY-WIDE LOOP (CONTINUED)



Figures 21 & 22: Gaps in otherwise continuous stretches of sidewalks, Commercial @ 318th (Left), Timeric @ Main (Right)

Figure 23: No sidewalks surround the PGE station on the corner of North and Shadybrook

DESIRED IMPROVEMENTS:

- Crosswalks, street furniture, water fountains, mile-markers, trail signs
- Traffic calming
- On and off-street pedestrian paths
- Habitat restoration along the Cottage Point natural area with native vegetation
- Wildlife amenities such as bird houses, bat houses, bird feeders, and educational signage along the Cottage Point natural area

IMPLEMENTATION ACTIONS ✓

- Place double-sided arrows/pedestrian stencils/lane separators along the entire trail and before/after all intersection crossings and before/after all driveway cuts (Figure 4, page 5)
- Install and improve crosswalks, (especially at Main @ Commercial, Glencoe @ Pacific and Glencoe @ Highland), street furniture, mile-markers, and trail signs. Mile markers should be color-coded to designate different loops/trails



Figure 24: City-owned right-of-way (a vacated street) where amenities for a pocket park could be installed

IMPLEMENTATION ACTIONS (CONTINUED)

- Install amenities for a potential pocket park on Cottage @ 318th (trash cans, water fountain, benches, tables, dog waste receptacles, exercise stations) (Figure 24)
- Explore funding options to replace asphalt sidewalks in the next 10-15 years
- Work with North Plains Police Department to better enforce vehicular pedestrian yields
- Explore options to improve existing crosswalks to make pedestrians more visible to vehicles
- Explore options to install smaller-scale crosswalks across driveways on Glencoe and driveways along Highland
- Lot near North @ Timeric is missing a sidewalk. A makeshift gravel path could be installed to fill gap in sidewalk. In the long term, work with the landowner to install a sidewalk. (Figure 22)
- Install off-street path to fill in gap on Commercial from 318th to the Post Office (Figure 21)
- Work with PGE to install off-street paths surrounding their utility station on North @ Shadybrook (Figure 23)
- Install off-street path surrounding Jessie Mays Community Center
- Install other off-street gravel or bark paths where feasible: 313th-Lenox to Wascoe, Wascoe-313th to 309th, Glencoe-Hillcrest to Commercial, 313th-Highland to Pacific, all along Pacific, and 318th from Cottage to Commercial
- Work with property owner of Cottage point greenway to install wildlife amenities and conduct volunteer planting work parties to re-establish native vegetation
- Work with Washington County to install crosswalks across Glencoe @ Pacific and Glencoe @ Highland
- Work with Washington County to explore traffic calming along North Ave. and Glencoe Rd.
- Work with Washington County to install bollards, curbs, and/or street reflectors on the widened shoulder on North between Main & 313th (Figure 19)



Figure 25: Limited site distance, corner of 313th & Highland

RED TRAIL: 1.5 MILE DOWNTOWN LOOP

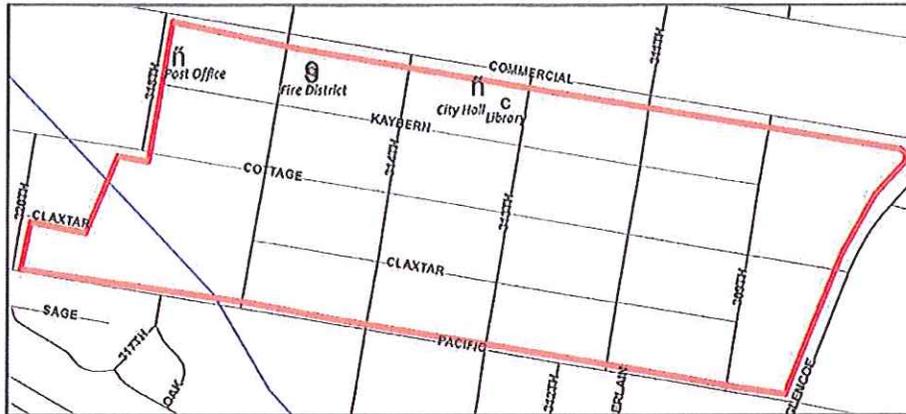


Figure 26: 1.5 Mile Downtown Loop

LENGTH: Approximately 1.5 Miles

NOTABLE FEATURES:

- Trail passes Downtown businesses, businesses along Glencoe, City Hall, Library, Senior Center, Post Office, and the Fire Station
- Loop is a good length for short-distance runners and walkers
- Trail passes bus stops along Commercial
- Bicyclists frequently use Commercial and Glencoe, and often stop at local businesses for refreshments; bicycle tourism remains an under-utilized economic development opportunity in North Plains (Figures 18,27)
- Loop passes the Cottage Point natural area along Ghost Creek, which has the potential for wildlife, bird-watching, and environmental education opportunities
- Trail passes Louie Wence Park
- New thermoplastic brick pavement crosswalks at Cottage @ Glencoe and Pacific @ Glencoe (Figure 17)
- Crosswalks available on Main @ Commercial, Cottage @ Glencoe, and Pacific @ Glencoe

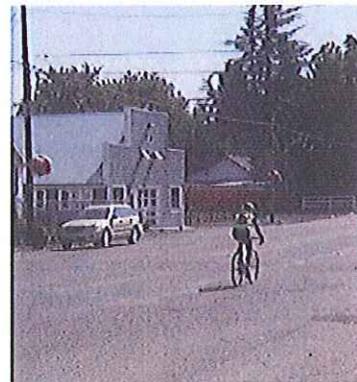


Figure 27: Bicyclist passing through downtown North Plains

OWNERSHIP: City & Washington County streets, Cottage Point greenway area is privately owned by the subdivision developer

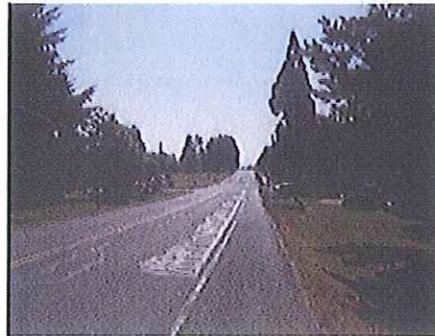
ISSUES:

- Commercial between 313th and 309th (Figure 28) contains a widened shoulder for pedestrians. This shoulder has no vehicle/pedestrian separation and is an ideal location for bollards, curbs, and/or street reflectors as depicted in Figures 10-14. There may be issues sharing the lane among pedestrians and bicyclists.
- Vehicles often do not stop for pedestrians at crosswalks

ISSUES (CONTINUED):

- Glencoe is generally unpleasant for pedestrians because of traffic volume, speed, and several driveways that cut into sidewalks
- Sidewalks on Pacific from Main to 320th are made of lower-quality asphalt and are starting to deteriorate
- Future sidewalks on Pacific that are part of the Cottage Point East Subdivision are pending completion of subdivision construction
- Sidewalk gap on Commercial from 318th to Post Office (~100 feet)
- Intermittent or no sidewalks on Pacific
- Much of the vegetation along the Cottage Point greenway is non-native and invasive

Figure 28: This shoulder on Commercial between 313th and 309th has no vehicle/pedestrian separation and is an ideal location for bollards, curbs, and/or street reflectors



DESIRED IMPROVEMENTS:

- Crosswalks, street furniture, water fountains, mile-markers, trail signs
- Traffic calming
- On and off-street pedestrian paths
- Habitat restoration along the Cottage Point natural area with native vegetation
- Wildlife amenities such as bird houses, bat houses, bird feeders, and educational signage

IMPLEMENTATION ACTIONS ✓

- Place double-sided arrows/pedestrian stencils/lane separators along the entire trail and before/after all intersection crossings and before/after all driveway cuts (Figure 4, page 5)
- Consider adding signage along Commercial to indicate that the shoulder lanes are used by pedestrians and bicyclists
- Install crosswalks, street furniture, mile-markers, trail signs. Mile markers should be color-coded to designate different loops/trails
- Install amenities for pocket park on Cottage @ 318th (trash cans, drinking fountain, benches, tables, dog waste receptacles, exercise stations)
- Explore funding options to replace asphalt sidewalks in the next 10-15 years
- Install off-street path to fill in gap on Commercial from 318th to the Post Office
- Install other off-street gravel or bark paths where feasible along Pacific
- Work with Washington County to explore traffic calming along Glencoe

IMPLEMENTATION ACTIONS (CONTINUED):

- Work with Washington County to install bollards, curbs, and/or street reflectors on the widened shoulder on Commercial between 313th and 309th (Figures 10-14, 28)
- Work with North Plains Police Department to better enforce vehicles yielding to pedestrians
- Explore options to improve existing crosswalks to make more visible to vehicles, especially along Commercial
- Explore options to install smaller-scale crosswalks across driveways on Glencoe
- Work with property owner of Cottage point greenway to install wildlife amenities and conduct volunteer planting work parties to re-establish native vegetation

ORANGE TRAIL: 0.9 MILE LOOP

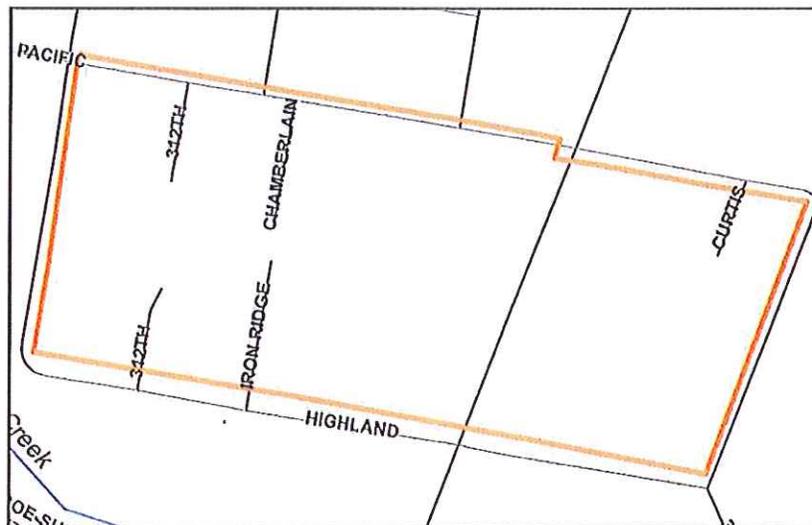


Figure 29: 0.9 Mile Loop

LENGTH: Approximately 0.9 mile
<p>NOTABLE FEATURES:</p> <ul style="list-style-type: none"> ▪ Loop is a good length for short-distance runners and walkers ▪ Loop can connect with future parks and greenway trails along McKay and Ghost Creeks ▪ Loop has the potential to draw in tourists stopping at businesses off Highway 26
OWNERSHIP: City & County streets
<p>ISSUES:</p> <ul style="list-style-type: none"> ▪ Crossing Glencoe at Pacific and Highland is hazardous for pedestrians (Figure 17, page 8) ▪ Glencoe is generally unpleasant for pedestrians because of traffic volume, speed, and several driveways that cut into sidewalks ▪ Unpleasant to cross Chevron’s driveway while walking on sidewalks on Highland @ Glencoe

ISSUES (CONTINUED):

- *Sidewalk Issues:*
 - Intermittent or no sidewalks on Pacific from 307th to Highland , new sidewalks are isolated to frontages of newer townhomes
 - Intermittent and/or sub-standard asphalt sidewalks on Highland from Glencoe to 313th
 - No sidewalks on corner of Highland @ 313th; limited sight distance for pedestrians (Figure 21, page 9)

DESIRED IMPROVEMENTS:

- Crosswalks, street furniture, water fountains, mile-markers, trail signs
- Traffic calming
- On and off-street pedestrian paths

IMPLEMENTATION ACTIONS ✓

- Place double-sided arrows/pedestrian stencils/lane separators along the entire trail and before/after all intersection crossings and before/after all driveway cuts (Figure 4, page 5)
- Install crosswalks, street furniture, mile-markers, trail signs. Mile markers should be color-coded to designate different loops/trails.
- Install makeshift off-street paths where possible: 313th-Highland to Pacific, Highland-307th to Glencoe, and Pacific-313th to Glencoe
- Work with Washington County to Install crosswalks on Glencoe @ Pacific and Glencoe @ Highland
- Work with Washington County to explore traffic calming options along Glencoe

GREENWAY TRAILS

GHOST CREEK GREENWAY TRAIL

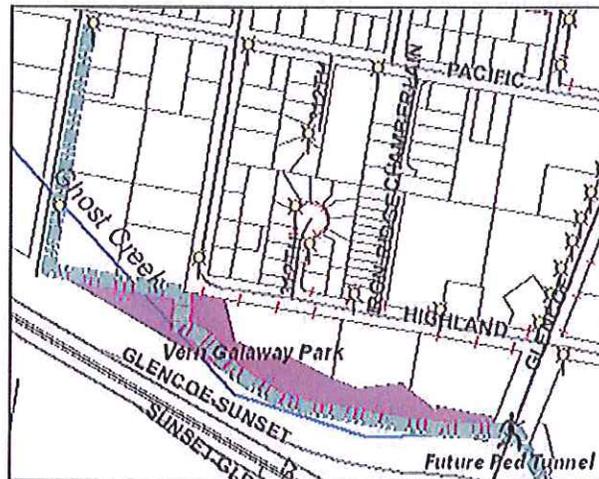


Figure 30: Ghost Creek Greenway Trail; the property in purple will be donated to the City by the current owners

LENGTH: Approximately 0.4 Miles

NOTABLE FEATURES:

- Follows the Ghost Creek natural area
- Wildlife and bird-watching opportunities
- Environmental education opportunities
- Trail ties into the City's street and sidewalk trails
- The City has recently installed a picnic table, trash can, and dog waste receptacles on Highland @ 313th
- Loop has the potential to draw in tourists stopping at businesses off Highway 26



Figure 31: Ghost Creek natural area, facing south

OWNERSHIP:

- 3 acre property (Figure 30, above in purple) is currently in the process of being donated to the City of North Plains by the owners. Clean Water Services currently has a sewer trunk line easement on the property.

ISSUES:

- Many portions of the trail are flooded during many months of the year
- Much of the vegetation along the creek is non-native and invasive
- There may be security and safety concerns if the trail is developed, particularly concerning the pedestrian tunnel

DESIRED IMPROVEMENTS:

- Five foot path, benches, water fountains, waste and recycling receptacles, and information kiosks. The path should be designed in a manner that permits year-round use. This may entail the installation of a boardwalk on some or all portions of the trail, such as the boardwalk along Willow Creek in Beaverton (Figure 32, right).
- Wildlife amenities such as bird houses, bat houses, bird feeders, and educational signage
- Habitat restoration along the creek with native vegetation

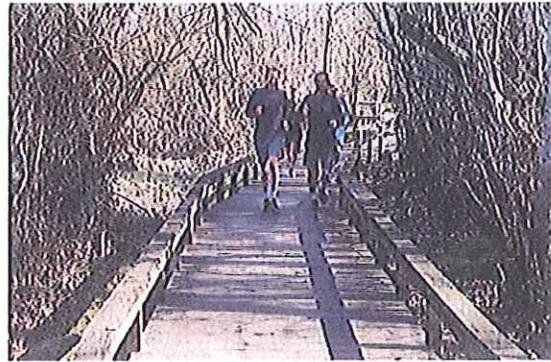


Figure 32, Boardwalk along Willow Creek Trail, Beaverton, OR

IMPLEMENTATION ACTIONS ✓

- Refer to the Appendix B for a map of the lot-by-lot breakdown of necessary tasks to complete the Ghost Creek and McKay Creek Greenway Trail.
- Work with property owners to get the land donation of the 3 acre property along Ghost Creek finalized

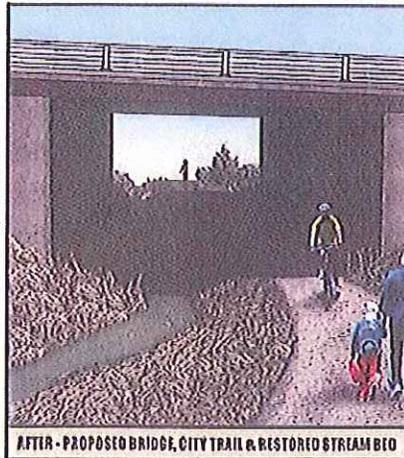


Figure 33: ODOT rendering of the future pedestrian tunnel under Glencoe, following Ghost Creek

- Continue partnering with the Oregon Department of Transportation (ODOT) to design and construct the pedestrian tunnel beneath Glencoe Road. This will be a part of ODOT's Glencoe Interchange project (Figure 33, above)
- Consult with other area jurisdictions (Oregon Parks & Recreation, Oregon Department of Environmental Quality, Clean Water Services, ODOT) to determine best trail designs, including options to ensure adjacent landowner privacy
- Consult with North Plains Police to ensure trail designs meet safety concerns

IMPLEMENTATION ACTIONS (CONTINUED)

- Continue to partner with residents, Clean Water Services, and ODOT to plan, construct, and maintain trail, including invasive plant removal and native tree and shrub planting work parties
- Explore grant and other funding options to construct the trail and purchase signage kiosks, trash cans, and other trail or boardwalk materials
- Connect the greenway trail to other trails with double-sided arrows/pedestrian stencils/lane separators from 314th to Pacific (Figure 4, page 5)

MCKAY CREEK GREENWAY TRAIL



Figure 34: McKay Creek Greenway Trail, areas in purple are future parks

LENGTH/WIDTH: Approximately 1.2 Miles

NOTABLE FEATURES:

- Follows the McKay Creek natural area
- Wildlife and bird-watching opportunities
- Environmental education opportunities
- Trail ties into the City's street and sidewalk trails
- The City has opened a new park with a path, benches, and fencing at Pacific & 307th
- Loop has the potential to draw in tourists stopping at businesses off Highway 26

OWNERSHIP:

- The desired trail pathway is owned by multiple private owners and public agencies. The trail will require multiple easements, dedications in lieu of park system development charges, grant acquisitions for improvements, and pedestrian crossings across city and county roads

OWNERSHIP (CONTINUED)

- City owns park at Pacific & 307th and city streets (307th, Pacific, Old West Union, and Kaybern. Washington County owns West Union, and trail crosses Pacific Railroad right-of-way.

ISSUES:

- Pedestrian safety issues crossing West Union
- Pedestrian safety issues crossing railroad
- Many portions of the trail are flooded during many months of the year
- Much of the vegetation along the creek is non-native and invasive
- There may be security and safety concerns if the trail is developed, particularly concerning the pedestrian tunnel
- Trail construction may require DEQ permits
- Most of the McKay Creek Greenway Trail runs through private properties with multiple owners. Some owner's have expressed willingness to donate trail portions when they subdivide their properties for residential development. However, this approach is likely to take many years
- Privacy concerns for adjacent landowners to the trail

DESIRED IMPROVEMENTS:

- Five foot path, benches, drinking fountains, waste and recycling receptacles, and information kiosks. The path should be designed in a manner that permits year-round use. This may entail the installation of a boardwalk on some or all portions of the trail, such as the boardwalk along Willow Creek in Beaverton (Figure 32)
- Wildlife amenities such as bird houses, bat houses, and bird feeders
- Habitat restoration along the creek with native vegetation

IMPLEMENTATION ACTIONS ✓

- Refer to the Appendix B for a map of the lot-by-lot breakdown of necessary tasks to complete the Ghost Creek and McKay Creek Greenway trails
- Continue partnering with the Oregon Department of Transportation (ODOT) to design and construct the pedestrian tunnel beneath Glencoe Road. This will be a part of ODOT's Glencoe Interchange project (Figure 33, above)
- Consult with other area jurisdictions (Oregon Parks & Recreation, Oregon Department of Environmental Quality, Clean Water Services, ODOT) to determine best trail designs, including options to ensure adjacent landowner privacy
- Consult with North Plains Police to ensure trail designs meet their safety concerns
- Continue to partner with residents, Clean Water Services, SOLV, and ODOT to plan, construct, and maintain trail, including invasive plant removal and native tree and shrub planting work parties

IMPLEMENTATION ACTIONS (CONTINUED)

- Explore grant and other funding options to construct the trail and purchase signage kiosks, trash cans, and other trail or boardwalk materials
- Work with Washington County to install a pedestrian refuge island and crosswalk where the trail crosses West Union (Figure 35)
- Work with property owners to explore trail easement options



Figure 35: Sample pedestrian refuge island and crosswalk¹³

¹³ <http://swnl.org/CMS-Uploads/BNACRW5977VVS.jpg>

DESIRED IMPROVEMENTS:

- Sidewalks and trails that bypass future parks and connect to existing street, sidewalk, and greenway trails that readily provide pedestrian access to future businesses, parks, and residences
- Crosswalks, street furniture, water fountains, mile-markers, trail signs
- Traffic calming

IMPLEMENTATION ACTIONS:

- City coordination with existing and future landowners, developers, and Washington County to ensure incorporation of sidewalks and trails into future developments

CONCLUSION

IMPLEMENTATION TIMELINE

Implementation of the *Community Trails Plan* is expected to take several years. It is important to begin immediate implementation to keep the community's vision alive and the momentum going. Accordingly, the trails advisory committee classified an implementation order of the street and sidewalk trails. The committee and city staff wish to start with small, but continuous, trail improvements to learn, adapt, and alter trail construction/creation methods as necessary. Specific implementation actions for each trail are listed under their respective descriptions in this document. The order of implementation is recommended as follows:

- #1 Red Loop/Downtown Loop (Within 1-2 years)
- #2 Orange Loop (Within 2-5 years)
- #3 Green Loop (Within 2-5 years)
- ONGOING:** Implement Ghost Creek & McKay Creek Trails (See below)

The Walking Trails Advisory Committee, the Parks Advisory Committee, and city staff recommend that the Ghost Creek and McKay Creek Trails be implemented on an immediate, on-going time frame. Specific implementation actions for each trail are listed under their respective descriptions in this document, but the following actions should be immediately pursued:

- Work with the property owners of the 3 acre lot along Ghost Creek to finalize the land donation to the city.
- Continue working closely with ODOT to design and construct the pedestrian tunnel under Glencoe in conjunction with ODOT's Glencoe Interchange project.

-
- Work with the property owners along the proposed McKay Creek Trail to obtain more immediate easements and land donations. It is recommended to start with the property owners that are adjacent to the future pedestrian tunnel and the trail's intermediary access points at Pacific and at 307th in order to spearhead the trail's development.
 - Consult with other area jurisdictions (Oregon Parks & Recreation, Oregon Department of Environmental Quality, Clean Water Services, ODOT) to determine best trail designs, including options to ensure adjacent landowner privacy.
 - Explore grant and other funding options to construct the trail and purchase signage kiosks, trash cans, and other trail materials.

FUNDING

Cost estimates for trails vary widely, but the following are some rough estimates available from the Rails to Trails Conservancy and other resources listed at the end of this document. In addition, the City should explore donations for materials such as lumber, benches, and trash cans from local businesses.

Street & Sidewalk Trails

The proposed street and sidewalk trails will cost considerably less than the proposed greenway trails. It is recommended that the city begin with smaller, less expensive improvements to the street and sidewalk trails prioritized above. The city can also pursue local business and citizens for donations and/or for volunteers for tasks such as bench and water fountain purchase/installation. Below are estimates for the proposed components of the street and sidewalk trails:

- Mile marker posts: \$50 each
- Pavement markers/reflectors: \$4 each
- Bollards: \$150 each
- Road striping: \$1.50/foot
- Pedestrian stencils: \$150 each
- Dog station: \$350 each
- Trash/recycling cans: \$500 each
- Benches: \$500 each
- Picnic tables: \$700 each
- Water Fountains: \$1500 each
- Brick melt-down crosswalks: \$5,000 per crossing

Greenway Trails

Price estimates for greenway trails vary widely because of the spectrum of costs associated with environmental permits, engineering, trail materials, and labor. The Rails to Trails Conservancy estimates the following all-encompassing project and maintenance costs associated with the following types of greenway pathway designs:

- Crushed stone pathways: \$80K-\$120K per mile
- Asphalt pathways: \$200K-\$300K per mile

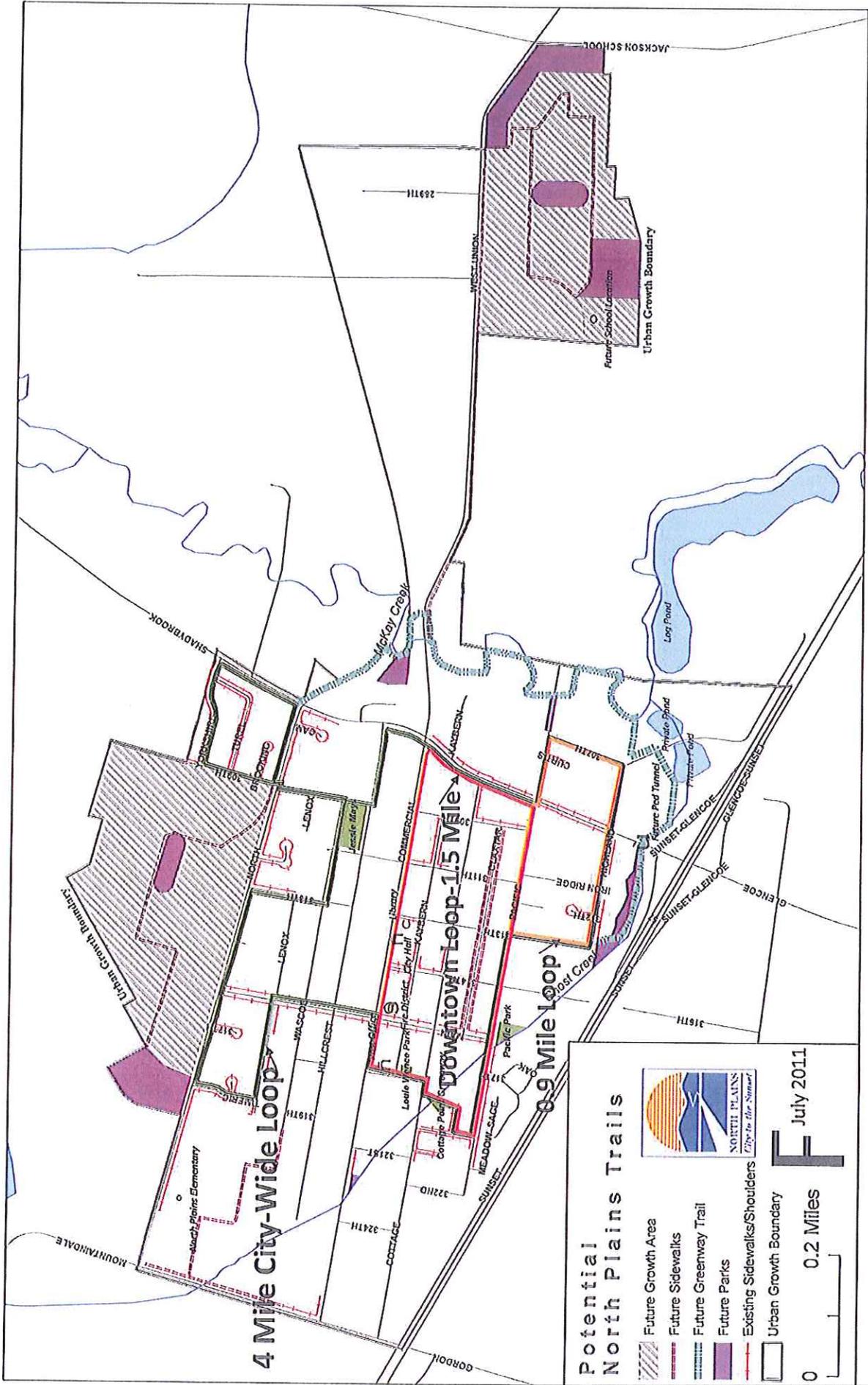
-
- Concrete pathways: \$300K-\$500K per mile
 - Boardwalk pathways: \$1.5mil-\$2mil per mile
 - Greenway trail maintenance costs: \$1, 000-\$3,000 per mile

System Development Fees (SDCs) can be used for new parks and recreation facilities, and other grant options are listed in Appendix C. SDC funds may also be used for grant matches. Community support and involvement is an essential component of most grant applications, and it is important that citizens stay involved with implementation. With significant community support, sound planning, and persistence projects can and do happen, regardless of limited funding pools.

RESOURCES FOR MORE INFORMATION

- Clean Water Services. *West North Plains Trunk Line Natural Resource Assessment and Mitigation and Enhancement Plan*. February 2002.
- Minnesota, State of. Department of Natural Resources. *Parks and Trails of State and Regional Significance: A 25-year long-range plan for Minnesota*. February 2011.
- New Hampshire Bureau of Trails. *Best Management Practices For Erosion Control During Trail Maintenance and Construction*. 1994/2004.
- Oregon Department of Transportation. *Oregon Bicycle and Pedestrian Plan*. 1995.
- Oregon Metro. *Regional Trails & Greenways: Connecting neighborhoods to nature*.
- Oregon Parks and Recreation Department. *The Oregon Recreational Trails How-To Manual*. May 2004.
- Rails to Trails Conservancy. *Trails for the 21st Century*, 2nd Edition. Island Press. 2001.
- Rails to Trails Conservancy: railstotrails.org
- Tualatin Hills Park & Recreation District. *Trails plan for the Tualatin Hills Park & Recreation District*. October 2006.
- U.S. Forest Service. *Wetland Trail Design and Construction, 2007 Edition*.

**APPENDIX A: OVERALL STREET,
SIDEWALK, & GREENWAY TRAILS**



Potential North Plains Trails

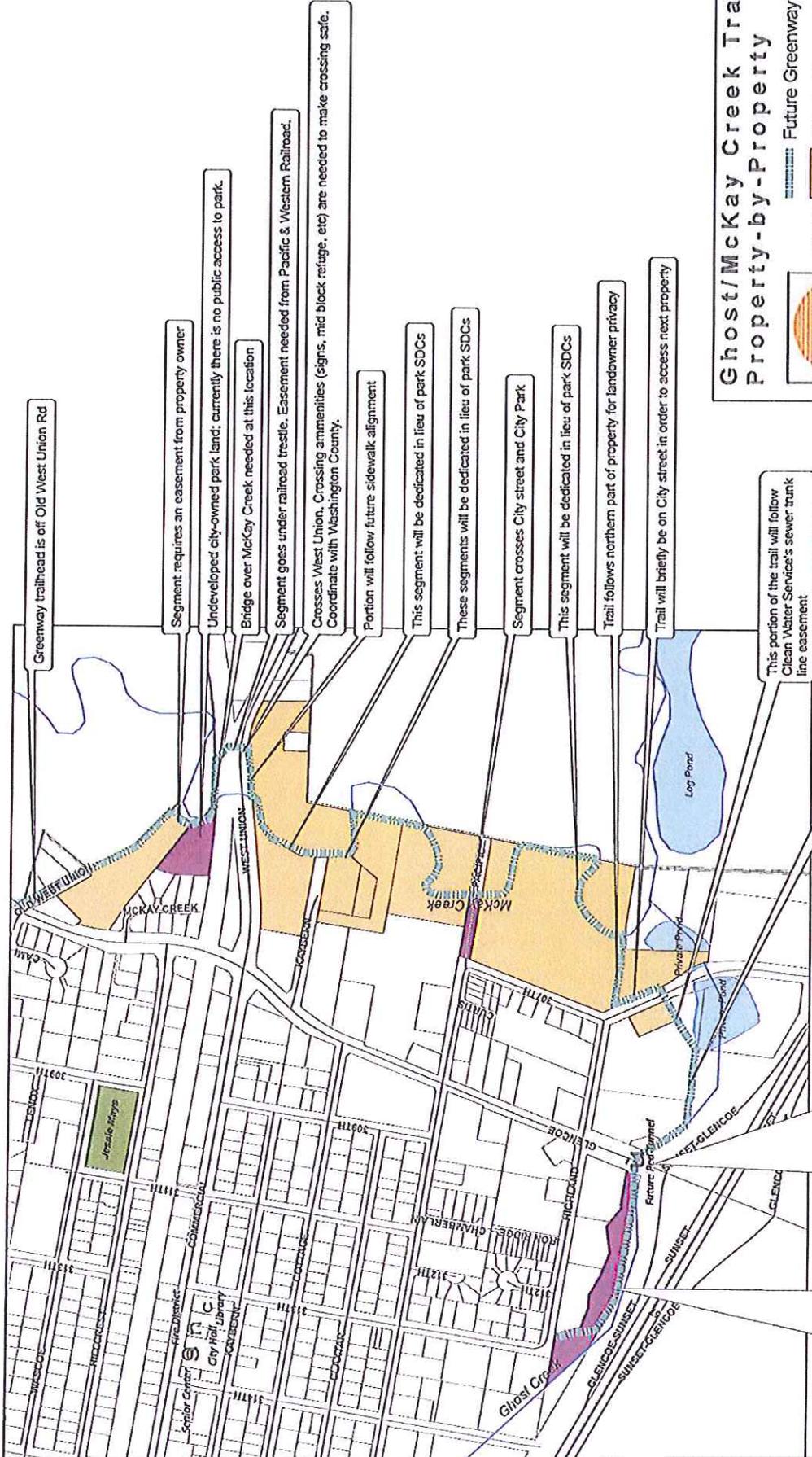
- Future Growth Area
- Future Sidewalks
- Future Greenway Trail
- Future Parks
- Existing Sidewalks/Shoulders
- Urban Growth Boundary

NORTH PLAINS
City of the Future

July 2011

0 0.2 Miles

**APPENDIX B: LOT-BY-LOT
MCKAY CREEK TRAIL MAP**



Greenway trailhead is off Old West Union Rd

Segment requires an easement from property owner

Undeveloped city-owned park land; currently there is no public access to park.

Bridge over McKay Creek needed at this location

Segment goes under railroad trestle. Easement needed from Pacific & Western Railroad.

Crosses West Union. Crossing amenities (signs, mid block refuge, etc) are needed to make crossing safe. Coordinate with Washington County.

Portion will follow future sidewalk alignment

This segment will be dedicated in lieu of park SDCs

These segments will be dedicated in lieu of park SDCs

Segment crosses City street and City Park

This segment will be dedicated in lieu of park SDCs

Trail follows northern part of property for landowner privacy

Trail will briefly be on City street in order to access next property

Trail will briefly be on City street in order to access next property

This portion of the trail will follow Clean Water Service's sewer trunk line easement

ODOT Property; City will complete unfinished portions of trail on lot after ODOT completes the tunnel.

ODOT Pedestrian tunnel to be installed in conjunction with Glencoe interchange project. ODOT will extend trail east and west of Glencoe; City will construct remaining unfinished areas.

Ghost Creek Trail Segment; property will be donated to City; city will complete trail after ODOT completes Glencoe interchange

Ghost/McKay Creek Trails: Property-by-Property



- Future Greenway Trail
- Affected Properties
- Urban Growth Boundary
- Future Parks

June 2011

APPENDIX C: FUNDING SOURCES

POTENTIAL TRAIL FUNDING SOURCES IN OREGON (SOURCE: OREGON PARKS & RECREATION)

- American Canoe Association, Club Fostered Stewardship Program
- American Hiking Society, National Trails Endowment Program
- Americorps
- Avista Foundation, Avista Foundation Grants
- Barnes & Nobles, Affiliates Program
- Bikes Belong Coalition, Bikes Belong Grants Program
- Boeing Charitable Foundation, Civic and Environmental Contributions
- Center for Disease Control (CDC), Preventive Health & Health Services Block Grant Program
- Collins Foundation
- Conservation Alliance
- Coors Brewing Company , Coors Pure Water Grants
- Eastman Kodak Company, Kodak American Greenways Program
- Federal Department of Health & Human Services, Healthy People Grants
- Federal Highway Administration, Recreational Trails Program National Program
- Ford Family Foundation, Rural Civic and Community Enhancement Program
- Honda Motor Company, American Honda Foundation
- Hugh & Jane Ferguson Foundation, Foundation Grant Fund
- Kongsgaard Goldman Foundation, Environmental Protection and Conservation Program
- Kresge Foundation, Bricks & Mortar Program
- M.J. Murdock Charitable Trust, Programs to Strengthen the Contemporary American Family
- Metro Parks & Greenspaces Grants Program
- Meyer Memorial Trust, General Purpose Grants
- Mountaineers Foundation
- National Endowment for the Arts, Challenge America Fast Track Grants
- National Fish & Wildlife Foundation
- National Park Service, Challenge Cost-Share Program (CCSP)
- National Park Service, River Trails & Conservation Assistance Program
- National Park Service, Disposal of Federal Surplus Real Property for Parks, Recreation, and Historic Monuments
- National Tree Trust, Multiple Programs
- New England Foundation for the Arts, Art and Community Landscapes Program
- Nike, Community Investment Program
- Oregon Community Foundation, Oregon Historic Trails Fund
- Community Foundation, Community Grants Fund
- Oregon Department of Transportation, Transportation Enhancement Program
- Oregon Department of Transportation / Oregon Department of Land Conservation & Development, Transportation and Growth Management Program
- Oregon Economic and Community Development Department, Needs and Issues Inventory
- Oregon Parks & Recreation Department, ATV Fund
- Oregon Parks & Recreation Department, Recreation Trails Program

- Oregon Parks & Recreation Department, Land & Water Conservation Fund
- Oregon Parks & Recreation Department, Local Government Grant Programs
- Oregon Watershed Enhancement Board, Small Grant Program
- Patagonia, Environmental Grants Program
- Polaris Industries, Trail Safety and Grants
- Power Bar, Direct Impact on Rivers and Trails (DIRT) Program
- Recreation Equipment Inc. (REI), Recreation and Conservation Grants
- Robert Wood Johnson Foundation
- Rockefeller Family Fund
- SOLV, Project Oregon
- Surdna Foundation
- Tom's of Maine/National Park Foundation, River Conservation Grants
- Tread Lightly!, Restoration For Recreation
- Trust for Public Land
- U.S. Department of Agriculture , Conservation Reserve Program
- U.S. Department of Commerce Economic Development Administration, Various Grant Programs
- U.S. Department of Health & Human Services, Steps to a Healthier U.S. Initiative (STEPS)
- U.S. Department of Transportation, Transportation & Community & System Preservation Pilot Program
- U.S. Fish & Wildlife Service, Partnership for Wildlife
- U.S. Fish & Wildlife Service, Jobs in the Woods Program
- U.S. Forest Service, Cooperative Programs - Rural Community Assistance: Economic Recovery Program
- U.S. Forest Service, Cooperative Programs - Rural Development Program
- U.S. Forest Service, Urban & Community Forestry Program
- Wal-Mart Foundation
- Wild Birds Unlimited, Pathway to Nature Conservation Fund

CITY OF NORTH PLAINS

PLANNING COMMISSION STAFF REPORT: COMPREHENSIVE PLAN AMENDMENT #CPA-12-004

APRIL 11, 2012

TO: North Plains Planning Commission

FROM: Angie Lehnert, Assistant Planner

THROUGH: Martha DeBry, City Manager

APPLICATION: The City of North Plains is processing the adoption of the *North Plains Community Trails Plan* as a Comprehensive Plan Amendment. This is a formality due to the way the *North Plains Parks and Recreation Capital Facilities Master Plan* was adopted. Ordinance #336 (2005) to adopt the *North Plains Parks and Recreation Capital Facilities Master Plan* read that the plan was part of the North Plains Comprehensive Plan. Since the *North Plains Community Trails Plan* is intended to be an appendix of the *Plains Parks and Recreation Capital Facilities Master Plan*, the *Trails Plan* is being adopted as a Comprehensive Plan amendment. Staff is consulting the City Attorney to determine if Ordinance 336 can be changed so that future amendments to *North Plains Parks and Recreation Capital Facilities Master Plan* and the *North Plains Community Trails Plan* without the Comprehensive Plan amendment process.

PUBLIC HEARING: April 11, 2012 before the North Plains Planning Commission and May 5, 2012 before the North Plains City Council

I. APPLICABLE CODE REVIEW CRITERIA

Chapter 16.50 Application Requirements/Review Criteria
Chapter 16.200 Comprehensive Plan & Zoning Amendments
North Plains Comprehensive Plan

II. OVERVIEW

Several local plans, created with public input, identify the need for community trails in North Plains, specifically along McKay Creek and its tributaries. Plans that identify the need for trails include:

- *The North Plains Comprehensive Plan*
- *The North Plains Parks and Recreation Capital Facilities Master Plan*
- *The North Plains Urban Renewal Plan*
- *The North Plains Transportation System Plan*
- *North Plains Parks and Recreation Survey*
- Metro's *Regional Trails & Greenways* document which identifies the McKay Creek Greenway and the Portland-to-the-Coast Trail, both in the North Plains vicinity, as desired regional trails

The *North Plains Community Trails Plan* was developed with the input of the City of North Plains Walking Trail Advisory Committee and the North Plains Parks Advisory Committee. The Walking Trail Advisory Committee was formed in 2010 as a result of the Mayor's initiative to determine the best placement of street, sidewalk, and greenway trails within the North Plains Urban Growth Boundary. The writing and development of the trails plan was an AmeriCorps Intern project.

III. EXHIBITS

1. *North Plains Community Trails Plan*
2. Letter from the Oregon Department of Land Conservation and Development (DLCD)
3. Ordinance 336 (2005) adopting the *North Plains Parks and Recreation Capital Facilities Master Plan*

IV. CODE COMPLIANCE REVIEW: CHAPTER 16.170 APPLICATION REQUIREMENTS/REVIEW CRITERIA & CHAPTER 16.200 COMPREHENSIVE PLAN & ZONING AMENDMENTS

Staff is administering this Design Review application in accordance with all criteria and procedures contained in 16.170 and 16.200. Proper notice of a public hearing before the North Plains Planning Commission and the North Plains City Council was published and posted and the Oregon Department of Land Conservation and Development (DLCD) was notified of this Comprehensive Plan amendment. No mailing notices were required because no properties are proposed to be re-zoned as a result of the adoption of the *Trails Plan*.

V. CODE COMPLIANCE REVIEW: NORTH PLAINS COMPREHENSIVE PLAN

No changes were made to the text of the *North Plains Comprehensive Plan*. This Comprehensive Plan amendment process is a formality since the *North Plains Community Trails Plan* is intended to be an appendix of the *North Plains Parks and Recreation Capital Facilities Master Plan*, a component of the *North Plains Comprehensive Plan*.

The *Comprehensive Plan* and the *North Plains Parks and Recreation Capital Facilities Master Plan* states that the city has inadequate park facilities, particularly trails. In addition, the *North Plains Community Trails Plan* is consistent with the following visions from the *Comprehensive Plan*:

- *North Plains Comprehensive Plan* includes a vision for the community that states "Our identity in the future will be also tied to our natural and open space areas linked by functional wildlife and recreational corridors, including McKay Creek [and] its tributaries"
- A community with natural pedestrian and bike paths throughout town
- A linear park along McKay Creek
- A community with jogging trails

VI. CONCLUSION & RECOMMENDATION

The City finds that given the above discussion, the *North Plains Community Trails Plan* complies with applicable Code review criteria. Therefore, approval is hereby recommended for Comprehensive Plan Amendment #CPA-12-004 to adopt the *North Plains Community Trails Plan*.

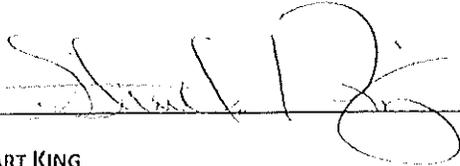
Appeal: This approval by the Planning Commission may be appealed by filing a written notice of appeal with the City within fifteen (15) days from the date of this approval.

Sample Motion: I move to approve File #CPA-12-004.

Staff Report Prepared and Submitted By: Angie Lehnert, Assistant Planner

UNANIMOUS PLANNING COMMISSION RECOMMENDATION FOR CITY COUNCIL APPROVAL
OF FILE #CPA-12-004 MADE APRIL 11, 2012.

ORDERED THIS 14th DAY OF APRIL, 2012



STEWART KING

Planning Commission Chairperson



CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: May 13, 2014
To: City Council
From: City Manager Martha DeBry
Subject: Support for Bark for Your Park

Request: Council discuss support for the Bark for Your Park contest.

Background: PetSafe has a competition for five grants from \$25,000 (4) to \$100,000. The purpose of the contest is to provide funding for a dog park in local communities.

The process for nominating the City for a grant has started. The contest for the funds is only one month long and began on May 7. In order to receive the award there must be a high percentage of the residents voting for our City. The City must offer some community support for a park and be prepared to offer a location for the park if the grant is awarded. A full set of the contest rules are in Council's packet.

It is a long shot if we can be awarded the grant. That said this is a way to build community support for a dog park, which has been identified by the Parks Board as a future goal. Participation in this year's competition may place the City in a better position for future grants.

Fiscal Impact: Participation in the program has no direct fiscal impact. If awarded in the grant the City will receive \$25,000 or \$100,000 for a park. At this time there is no financial commitment on the part of the City. If a grant is awarded the City will have up to 3 years to arrange for a dog park.

Environmental Issues: There are no environmental impacts associated with this action.

Sample Motion: I move to support the Bark for Your Park application.

**The PetSafe® Bark for Your Park Contest
2014 Official Contest Rules**

Enter your Community in the PetSafe Bark for Your Park Contest to give your Community a chance to win \$100,000 toward the cost of building or renovating a Community dog park and other great prizes.

By entering the PetSafe Bark for Your Park Contest, you accept and agree to be bound by these Official Contest Rules. To become a Finalist, your Community must also accept and agree to be bound by these Official Contest Rules.

1. No Purchase Necessary: ***No purchase necessary to enter. A purchase will not increase your or your Community's chances of winning.***

2. Sponsor: The PetSafe Bark for Your Park Contest (the "Contest") is sponsored by Radio Systems® Corporation, which has its principal place of business at 10427 PetSafe Way, Knoxville, TN 37932 (the "Sponsor").

3. Prize Description: Grand Prize and Runner-Up Prizes: Sponsor will award one (1) Community the sum of \$100,000 (the "Grand Prize") and four (4) Communities the sum of \$25,000 (each, a "Runner-up Prize"). The Grand Prize and the Runner-up Prizes (each, a "Prize" and collectively, the "Prizes") must be used toward the cost of building or renovating a dog park, in accordance with these Official Contest Rules.

Dog-Tag Superlative Prizes: Sponsor will award five (5) Finalists (hereinafter defined) with one of the following prizes (each a "Dog-Tag Superlative Prize" and collectively, the "Dog-Tag Superlative Prizes"):

- (i) **Social Spirit Winner** – 5 PetSafe Social Pet Systems.
- (ii) **Old Dog, New Trick Winner** – Five \$100 coupons for PetSafe pet training products.
- (iii) **Shelter Supporter Winner** – 200 Busy Buddy® toys for a local shelter, plus 5 one-year's supply of Busy Buddy toys.
- (iv) **PetSafe Best Picture Award Winner** – Premium placement of the winner's Video on the PetSafe YouTube channel for two weeks and 5 PetSafe Social Pet Systems.
- (v) **Album of the Year Winner** – 5 PetSafe fountains and 20 Hy-drate™ universal filtration systems.

The total value of each Dog-Tag Superlative Prize to be awarded for each category is less than Four Thousand dollars (\$4,000).

Mini-Prizes: Sponsor will award ninety (90) prizes of various PetSafe products to individual Entrants (each a "Mini-Prize" and collectively, the "Mini-Prizes"). The total value of each Mini-Prize to be awarded is less than five hundred dollars (\$500).

4. Contest Dates: This Contest will begin at 7:00:00 pm ET May 7, 2014 and end at 11:59:59 pm ET on July 31, 2014 or upon announcement and qualification of the Prize Winners, whichever is later. Entries must be submitted by 5:00 pm ET on June 7, 2014.

The current Contest schedule is:

May 7, 2014 at 7:00 p.m. ET	Contest Opens; Entry Period Voting Begins
June 7, 2014 at 5:00 p.m. ET	Deadline for Submission of Entries; Entry Period Voting Ends
June 13, 2014	Notification of Finalists; Finalist Voting Period Begins
June 20, 2014	Bonus Period Voting Begins
July 7, 2014 at 5:00 p.m. ET	Deadline for Submission of Finalist Videos

July 21, 2014	Announcement of the Dog-Tag Superlative Prize Winners
July 25, 2014	Bonus Period Voting Ends
July 31, 2014 at 11:59:59 p.m, ET	Finalist Voting Ends
August 7, 2014 (Tentative)	Announcement of Grand Prize and Runner-Up Prize Winners

5. Entrant Eligibility: The Contest is open only to legal residents of the 48 contiguous United States and District of Columbia who have reached the age of majority at the time of entry (each, an “Entrant”). When the word “you” is used in these Official Contest Rules, it means the Entrant. Employees, officers, directors, affiliates, licensees, distributors and fulfillment agencies of the Sponsor, and respective immediate family members (a spouse, sibling, parent, child or grandparent and the spouses of such persons) and other persons living in their same households are not eligible to participate in the Contest.

An Entrant may enter the Contest to nominate and/or vote for his or her Community in accordance with these Official Contest Rules. Only Communities (as hereafter defined) are eligible to win a Prize, and no prize will be awarded to any individual Entrant.

6. Community Eligibility: The term “Community” as used in these Official Contest Rules means (a) a county, city, municipality or other local governmental unit, legally organized, constituted and existing under state law (a “Local Government”) or (b) a non-profit, public benefit organization legally organized and existing under state law which has received tax-exempt status under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, and which manages or operates park facilities on behalf of a Local Government or which owns, manages and/or operates park facilities which are open to the general public at no charge (an “Eligible Non-profit Organization”).

To be eligible to be selected as a Finalist, a Community must agree to accept and be bound by these Official Contest Rules and must submit the following to Sponsor before 5:00 pm ET on June 7, 2014:

- (i) a verification letter from the land owner where the proposed dog park will be built that confirms the land owner’s support for the project;
- (ii) letter(s) from the city or county mayor, city manager, the director of parks and recreation, or other civic leader within the Community that document their support of the proposed dog park and their willingness to complete the project if the Community is chosen as a Prize Winner; and
- (iii) examples of media support, if any, of the proposed dog park, providing web links to local media coverage of the contest showing or promoting the Community’s participation.

These submissions may be made to Sponsor via [the \[petsafe.net/barkforyourpark\]\(http://petsafe.net/barkforyourpark\)](http://petsafe.net/barkforyourpark) or [facebook.com/PetSafeBrand](https://www.facebook.com/PetSafeBrand) websites.

To be eligible to win a Prize, a Community must meet the Community Eligibility Requirements set forth in paragraph 7(m) below in addition to the foregoing requirements.

No previous Bark for Your Park Prize winner is eligible to become a Finalist or win a Prize. No Community within a thirty (30) mile radius of a dog park or proposed dog park that has or will be constructed with funds received by a previous Bark for Your Park Prize winner is eligible to become a Finalist or win a Prize. A list of the previous Prize winners and their dog park locations can be found at petsafe.net/barkforyourpark/past-winners/.

7. How to Play / Description of Contest:

(a) Entry.

To enter a Community in the Contest, an Entrant must visit the petsafe.net/barkforyourpark website and complete the entry form online by answering all the questions in the form (an "Entry"). Each Entry must include a complete Entry form including Entrant's name, e-mail address, the name of the Community for which the Entry is submitted and complete answers to all other questions contained in the form. Entrants that have submitted valid Entries are registered to vote in the Contest. To register to vote in the Contest without submitting an Entry, an Entrant must visit the petsafe.net/barkforyourpark or [facebook.com/PetSafeBrand](https://www.facebook.com/PetSafeBrand) website and complete the entry form online by answering all of the questions in the form. An Entrant may register to vote in the Contest at any time before July 31, 2014 at 11:59:59 p.m. ET.

An Entrant may not enter the Contest using multiple addresses, emails or identities and may not use any other device or artifice to register multiple times or as multiple parties. Any Entrant who attempts to enter multiple times or use multiple identities or who uses any device, false identity or artifice to enter multiple times automatically will be disqualified from the Contest.

All Entries must be received by the Sponsor after 7:00 pm ET on May 7, 2014 and before 5:00 pm EDT on June 7, 2014 ("Entry Period"). Any Entry that is illegible, inaccurate, late or does not otherwise conform with these Official Contest Rules will be disqualified. Sponsor is not responsible for late or incomplete Entries or for technical problems with the website. If a problem occurs during the transmission process of an Entry, the Entrant should receive an "ERROR" message; however, the Entrant is solely responsible for all electronic submissions, and Sponsor will not be responsible for any submission that is not received due to an incomplete or improper transmission or other technical problems. Sponsor has no obligation to correspond with any Entrant or acknowledge the receipt of any Entry. Sponsor has no obligation to advise Entrant of an incomplete Entry, and any Entry that is incomplete may be disqualified.

(b) Community Designation.

In the event multiple Entries are submitted on behalf of overlapping or contiguous Communities or on behalf of multiple Eligible Non-profit Organizations which are in the same general geographic area or overlapping geographic areas (such as a city and a county or an Eligible Non-profit Organization and the city in which it is located), Sponsor, in its sole discretion, may elect to designate which of the nominated Communities will be considered for selection as a Finalist.

(c) Phase 1 Voting.

Each Entrant may vote for one or more Communities of the Entrant's choice during the Entry Period. Voting is limited to one vote per Entrant, per day, per Voting site. "Voting site(s)" are defined as petsafe.net/barkforyourpark and [facebook.com/PetSafeBrand](https://www.facebook.com/PetSafeBrand). A "day" is defined as a 24 hour interval between 12:00:00 am ET and 11:59:59 pm ET. Any Entrant who attempts to vote multiple times or with multiple identities or who uses any device, false identity or artifice to vote multiple times automatically in violation of these Official Contest Rules will be disqualified from the Contest.

(d) Selection of Finalists.

At the end of the Entry Period, the nominated Communities that have complied with the requirements set forth in paragraph 6 will be grouped into three (3) categories based on their population size relative to the other nominated Communities, and the five (5) Communities in each of the three (3) size categories that received the highest number of votes during the Entry Period will be declared Finalists (the "Finalists") and will move on to the next phase of the Contest. The fifteen (15) Communities selected as Finalists will be notified of their selection as Finalists on June 13, 2014 or as soon thereafter as practicable. Community population size is determined by the U.S. Census Bureau for the most recent year available. In the event a Community which is selected as a Finalist fails to satisfy the Community Eligibility Requirements or declines to proceed with the Contest, the Sponsor at the Sponsor's sole discretion reserves the right to select another Finalist, which shall be the Community with the next highest number of votes in the same size category which meets the Community Eligibility Requirements.

(e) Submission of Video by Finalists.

Each Finalist is asked to submit a video commercial that encourages their Community to vote for the Finalist ("Video" or "Videos"). The Video may be submitted by the Community or by another person or entity designated by the Chief Executive Officer of the Community to submit the Video on behalf of the Community.

(f) Video Requirements.

Each Video submission should not exceed thirty (30) seconds in length and should be a commercial advertisement directed at the Community that creatively encourages Community members to vote for the Finalist in the Contest. Video files must be uploaded to Sponsor's website by 5:00 pm ET on July 7, 2014. Once the Video is submitted to Sponsor, the uploaded Video is final and may not be modified, edited or withdrawn by the Finalist.

By submitting a Video, the Finalist represents and warrants to Sponsor that the Video:

- (i) is original and has been lawfully created;
- (ii) does not infringe upon the intellectual property rights or privacy rights of any third party;
- (iii) has not been published or previously circulated; and
- (iv) has not been entered in any other contests or won any awards.

Each submission must include a Release and Assignment of Rights ("Release") from each person involved in the production of the Video, including but not limited to persons appearing in, writing, narrating, filming, directing, editing, and/or producing the Video (a "Video Participant"). Each Video Participant must sign and deliver to Sponsor a Release, in which the person irrevocably assigns and transfers any and all right, title, and interest in the Video, including all intellectual property rights, to the Sponsor for any use Sponsor deems appropriate, including a perpetual royalty-free license to copy, distribute, modify, display, use and perform the Video for promotional and commercial uses. Each Community selected as a Finalist or the submitter or submitters acting on its behalf must represent to Sponsor that it or they collectively own all rights, including copyrights, in the Video and have the right to convey those rights to Sponsor. Music or background music should not be added to the Video unless the work is entirely original. Release forms may be downloaded from the PetSafe® Bark for Your Park Contest Website.

Videos must be submitted on-line by 5:00 pm ET on July 7, 2014. Technical requirements for on-line submission will be provided to the Finalists.

Each Video submitted to Sponsor in accordance with these Official Contest Rules that meets the requirements of said Rules and is deemed acceptable to Sponsor will have a closing graphic added at the end of the Video that incorporates the Sponsor's trade name and trademarks. The inclusion of such closing graphic, trade name and marks does not in any way grant any right or license to use said graphic, name and marks in any other fashion, and Sponsor retains all right, title and interest in and to said name and marks.

(g) Phase 2 Voting.

Entrants will have the right to vote for their favorite Finalist from the time the Finalists are announced until 11:59:59 ET on July 31, 2014 ("Voting Period"). Sponsor reserves the right to extend the Voting Period for any reason Sponsor deems necessary.

Voting is limited to one vote per Entrant, per day, per Voting site. "Voting site(s)" are defined as petsafe.net/barkforyourpark and [facebook.com/PetSafeBrand](https://www.facebook.com/PetSafeBrand). A "day" is defined as a 24 hour interval between 12:00:00 am ET and 11:59:59 pm ET. The use of any automatic voting methods by any Entrant, Community or its supporters will invalidate all votes for such Community.

The fifteen (15) Videos for the Communities that are selected as Finalists will be posted on the PetSafe Bark for Your Park Contest Website and the PetSafe fan page on Facebook on July 8, 2014 at 8:00:00 am

ET or as soon thereafter as practicable. Sponsor permits and encourages Finalists to broadcast their Video publically including, but not limited to, on local television stations.

(h) Bonus Period Voting and Mini-Prize Winners.

From and after the announcement of the Finalists on June 13, 2014, each Entrant will have the ability to generate seven (7) additional votes per week for a Community of their choice by completing a task assigned by the Sponsor on the PetSafe Bark for Your Park Contest Website. The Bonus Period will last for six (6) weeks beginning on June 20, 2014 and ending on July 25, 2014.

Each week during the Bonus Period, Entrants that successfully complete the week's task during the time allotted and assigned by the Sponsor on the PetSafe Bark for Your Park Contest Website and who also complete an entry form will be entered to win one (1) of the fifteen (15) Mini-Prizes being awarded that week. The weekly Mini-Prize winners will be selected at random by a drawing performed by the Sponsor, or an authorized agent of the Sponsor, within five (5) days of the close of that week's assigned task. The Mini-Prize drawing will be made from all eligible entries received as of the drawing date. Odds of becoming a Mini-Prize winner depend on the number of eligible entries received. Prior winners are eligible to participate in and win Mini-Prizes awarded in subsequent weeks. Sponsor will notify Mini-Prize winners by email or phone, at the discretion of Sponsor, within forty-eight (48) hours of the drawing. If any Mini-Prize winner fails to comply with these Official Contest Rules, or is ineligible to receive a Mini-Prize, the Mini-Prize will be awarded to an alternate party selected by a second random drawing conducted in accordance with these Official Contest Rules. The Sponsor shall not be responsible or liable for failure to contact a potential Mini-Prize winner who provides incorrect or incomplete contact information. All Mini-Prize winners may be required to submit valid identification to the Sponsor to claim a Mini-Prize.

(i) Dog-Tag Superlative Prize Winners

Each Finalist is eligible to win a Dog-Tag Superlative Prize based on the following five dog-tag superlative categories:

(i) Social Spirit Winner

This Dog-Tag Superlative Prize will be awarded to the Finalist that uses social media to promote their Community in the most unique way. The winner will receive 5 PetSafe Social Pet Systems.

(ii) Old Dog, New Trick Winner

This Dog-Tag Superlative Prize will be awarded to the Finalist that has shown the most improvement from past Bark For Your Park Contests. The winner will receive five (5) \$100 coupons for PetSafe pet training products.

(iii) Shelter Supporter Winner

This Dog-Tag Superlative Prize will be awarded to the Finalist that does the best job of supporting their local animal shelter. The winner will receive 200 Busy Buddy toys for their shelter, plus 5 one-year's supply of Busy Buddy toys.

(iv) PetSafe Best Picture Award Winner

This Dog-Tag Superlative Prize will be awarded to the Finalist that submits the Sponsor's favorite Video. The winner will receive premium placement of the winner's Video on the PetSafe YouTube channel for two weeks and also receive 5 PetSafe Social Pet Systems.

(v) Album of the Year Winner

This Dog-Tag Superlative Prize will be awarded to the Finalist that submits the Sponsor's favorite photographs. The winner will receive 5 PetSafe fountains and 20 Hy-drade universal filtration systems. The Dog-Tag Superlative Prize Winners will be selected by a panel of judges ("Judges") selected by the Sponsor in its sole discretion. Sponsor may remove or replace a Judge or appoint additional Judges at any time in its sole discretion. The Dog-Tag Superlative Prize Winners will be announced on July 21, 2014.

or on such later date as may be announced by Sponsor. A Finalist may not win more than one Dog-Tag Superlative Prize. The odds of a Finalist winning a Dog-Tag Superlative Prize are one in three. If any Dog-Tag Superlative Prize winner fails to comply with these Official Contest Rules, or is ineligible to receive a Dog-Tag Superlative Prize, the Dog-Tag Superlative Prize will be awarded to an alternate Finalist selected by the Judges. In addition to the above Dog-Tag Superlative Prizes, each Dog-Tag Superlative Prize Winner will receive a small Dog-Tag award that will complement their tag design on the contest website.

(j) Grand Prize Winner and Runner-Up Prize Winner Selections..

The Finalist which receives the highest number of Votes (hereinafter defined) and which otherwise complies with the Official Contest Rules and meets all Community Eligibility Requirements will be declared the Grand Prize Winner by Sponsor on August 7, 2014 or on such later date as may be announced by Sponsor.

Of the remaining Finalists, the three Finalists which receive the highest number of Votes within their size category and which otherwise comply with the Official Contest Rules and meet all Community Eligibility Requirements will be declared Runner-up Prize Winners by Sponsor on August 7, 2014 or on such later date as may be announced by Sponsor.

Of the remaining Finalists who are not already a Prize Winner, the Finalist with the highest level of participation (based on the number of Votes received versus the demographic size of the Community) and which otherwise complies with the Official Contest Rules and meets all Community Eligibility Requirements will be declared a Runner-up Prize Winner by Sponsor on August 7, 2014 or on such later date as may be announced by Sponsor.

For purposes of determining the Grand Prize Winner and the Runner-up Prize Winners, "Votes" means the total votes the Community received during the Voting Period and does NOT include any votes received during the Entry Period.

(k) Award of Grand Prize.

The Community designated as the Grand Prize Winner will be awarded \$100,000 by Sponsor for use in development and construction of a dog park in the Community, subject to compliance with these Official Contest Rules and satisfaction of all Community Eligibility Requirements.

(l) Award of Runner-Up Prizes.

The Finalist which receives the highest number of Votes (hereinafter defined) and which otherwise complies with the Official Contest Rules and meets all Community Eligibility Requirements will be declared the Grand Prize Winner by Sponsor on August 7, 2014 or on such later date as may be announced by Sponsor.

(m) Community Eligibility Requirements. To be eligible to receive a Prize, each Community selected as a Prize Winner must:

- (i) agree in writing to be bound by these Official Contest Rules.
- (ii) provide land for construction and operation of the dog park, the location and suitability of which are subject to Sponsor's reasonable approval.
- (iii) provide a budget for the design and construction of the dog park, which shall be subject to Sponsor's reasonable approval.
- (iv) provide evidence of appropriation or availability of sufficient funds to complete construction of the dog park in accordance with the proposed budget.

(v) provide a budget for operation of the dog park, which shall be subject to Sponsor's reasonable approval, and commit to maintain and operate the dog park for at least three (3) years from the date the dog park opens to the general public.

(vi) make the dog park available for use by the general public at no charge, subject to reasonable rules and regulations concerning such use.

(vii) agree to permanently include Sponsor's name in the name of the dog park and include Sponsor's name and logo in all materials related to the dog park.

(viii) coordinate the opening of the dog park with Sponsor and participate in promotional activities related to the contest and the dog park as reasonably requested by Sponsor.

8. Use and Funding of Grand Prize:

The \$100,000 Grand Prize cannot be used to purchase land and must be used only for direct costs of development and construction of the dog park, such as design fees, permits, site preparation, construction services, building materials, installation of utilities, and other capital expenses related to development and construction of the dog park, which shall be set forth in a project budget and subject to Sponsor's reasonable approval (the "Approved Expenses"). If the cost for constructing the Grand Prize Winner's dog park is less than \$100,000, the remaining funds will be donated by the Sponsor to the tax exempt animal shelter closest to the dog park.

The Grand Prize will be paid and disbursed to the Community in three (3) installments at the following milestones of development and construction of the dog park:

one-third of the funds will be disbursed upon approval by Sponsor of the Community's plan for the project, which shall include the site information, concept plan, plans and specifications, budget, cost estimates and construction timeline;

one-third of the funds will be disbursed upon issuance of all required construction permits and commencement of construction by the Community; and

one-third of the funds will be disbursed at the grand opening of the dog park following completion of construction.

The grand opening of the dog park should take place no later than the Spring of 2017, subject to weather and other factors beyond the Community's control. Sponsor will not be responsible for delays in approvals, construction, planning, or other issues outside of Sponsor's control.

9. Use and Funding of Runner-up Prizes:

Each \$25,000 Runner-up Prize can only be used for Approved Expenses and will be paid and disbursed to the Community in one (1) installment upon the following conditions: approval by Sponsor of the Community's plan for the project, which shall include the site information, concept plan, plans and specifications, budget, cost estimates and construction timeline; and issuance of all required construction permits and commencement of construction by the Community.

The commencement of construction of the dog park should take place no later than August 31, 2017. If the commencement of construction has not occurred by August 31, 2017, the funds will be donated by the Sponsor to a local tax exempt organization limited to animal shelters, animal welfare groups, animal rescue groups, or animal advocacy groups as decided by the Community's Chief Executive Officer. Sponsor will not be responsible for delays in approvals, construction, planning, or other issues outside of the Sponsor's control.

10. Advertising and Promotion:

The Sponsor and each of its respective affiliates, distributors, licensees, suppliers and advertising/promotion agencies (collectively, the “Sponsor Affiliates”) shall, except to the extent prohibited by law, have the right and permission to use each Entrant’s name, photograph and/or likeness and city/state of residence, and each Community’s Video for advertising, promotion, trade and/or any other lawful purpose in any media or format now or hereafter known without further compensation, permission or notification. By entering the Contest, each Entrant grants such rights and permission and agrees to release Sponsor from any and all claims that any advertising produced, presented, and/or prepared by or on behalf of the Sponsor infringes upon the Entrant’s rights with regard to any portions or ideas contained in any Entry. Each Community selected as a Finalist grants such rights and permission and agrees to release Sponsor from any and all claims that any advertising produced, presented, and/or prepared by or on behalf of the Sponsor infringes upon the Community’s rights with regard to any portions or ideas contained the Video submitted by the Community. This Contest is in no way sponsored, endorsed or administered by, or associated with, Facebook.

11. Privacy:

Personally identifiable information for each Entrant will not be sold or otherwise transferred to unaffiliated third parties but may be used by the Sponsor to contact Entrants in the future with offers and announcements that the Sponsor feel may be of interest. If an Entrant does not wish to be contacted by the Sponsor, the Entrant should opt-out of such contact by sending written notice to PetSafe Marketing – Opt Out; 10427 PetSafe Way; Knoxville, TN 37932.

The names and Community affiliation of Entrants may be announced publicly in connection with the announcement of any Finalists or Prize Winners and in connection with the on-line posting on Facebook of any Finalist Videos. Videos and other information posted on Facebook will be subject to Facebook’s privacy policies.

12. Limitation of Liability:

The Sponsor and Sponsor Affiliates expressly disclaim, shall have no liability and shall be held harmless from and against any liability, loss, injury or death to entrant or any other party, including without limitation damage to personal or real property, due in whole or in part, directly or indirectly, by reason of the acceptance, possession, use or misuse of any prize (including any travel or prize activity related thereto) or such party’s participation in this Contest. Entrants and communities further acknowledge that neither Sponsor or Sponsor’s affiliates has made or is in any manner responsible or liable for any warranty, representation or guarantee, expressed or implied, in fact or in law, relative to any right or prize, including, but not limited to, the value, quality, condition or fitness of any prize, other than the dollar amount of the Prizes. All prizes are provided “as is” and Sponsor disclaims all warranties, whether express or implied with respect thereto.

13. Miscellaneous:

(a) Each Entrant and Community agree to indemnify and hold Sponsor and Sponsor’s Affiliates, including but not limited to Facebook, (collectively, “Indemnitee”) harmless from any and all claims, damages, expenses, costs including attorney’s fees, and liabilities, including settlements brought or asserted by any third party against the Indemnitee, due to or arising out of or in any way related to the participation of the Entrant or the Community in this Contest.

(b) SPONSOR RESERVES THE RIGHT TO PROSECUTE AND/OR SEEK DAMAGES FROM ANY PERSON(S) THAT DAMAGES OR UNDERMINES THE LEGITIMATE OPERATION OF THE CONTEST TO THE FULLEST EXTENT PERMITTED BY LAW.

(c) Sponsor reserves the right, without notice and at any time, to disqualify and remove the vote(s) of an Entrant or Community who violates these Contest Rules or the Sponsor’s Code of Conduct found on the Sponsor’s website at petsafe.net/--contest-rules/code-of-conduct/. Sponsor has no obligation to correspond with persons regarding suspected violations of any Entrant or Community.

(d) Sponsor reserves the right, without prior notice and at any time, to terminate the Contest, in whole or in part, or modify or suspend the Contest, if it determines, in its sole discretion, that the Contest is in any way impaired or corrupted or that fraud or technical problems, failures or malfunctions have destroyed or undermined the proper play, integrity, and/or feasibility of the Contest.

(e) All issues and questions concerning the construction, validity, interpretation and enforceability of these Official Contest Rules or the rights and obligations of the participant or Sponsor in connection with the Contest shall be governed by and construed in accordance with the laws of the State of Tennessee without giving effect to any choice of law or conflict of law rules or provisions that would cause the application of any other state, provincial or federal laws. Exclusive jurisdiction and venue for any action arising out of or relating to the Contest shall be in the state or federal courts of record located in Knox County, Tennessee. By submitting an Entry, the Entrant hereby agrees to submit to the exclusive jurisdiction and venue of such courts for all purposes in connection with these Official Contest Rules and the Contest.

(f) Sponsor shall not incur any liability to any Entrant or Community for any losses or damages of any nature whatsoever incurred or suffered by a Force Majeure Event including but not limited to: acts of God (such as, but not limited to, fires, explosions, earthquakes, drought, tidal waves and floods), power outages, war, riot, commotion, strikes, or acts or threats of terrorism.

(g) The decision of the Sponsor as to all other matters related to the Contest is final and unappealable.

(h) The odds of winning depend upon the number of qualified Entries and votes received. The value of the Grand Prize is \$100,000 and the value of each Runner-up Prize is \$25,000. 5 Dog-Tag Superlative Prizes will be awarded on July 21, 2014. The value of each Dog-Tag Superlative Prize is less than \$4,000. 15 Mini-Prizes will be awarded each week beginning on 6/20/2014 and ending on 7/25/2014 for a total of ninety (90) Mini-Prizes. The value of each Mini-Prize is less than \$500. No other prizes will be awarded.

(i) VOID WHERE PROHIBITED BY LAW.

Smokehouse Summit

June 7 & 8, 2014

Event Guide

Updated May, 2014

Smokehouse Summit Event Guide 2014

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OVERVIEW

Smokehouse Summit is a two-day family-oriented event featuring a barbeque competition sanctioned by the Pacific Northwest Barbecue Association (PNWBA). The purpose of the event is to create a regional attraction that promotes economic growth in the community and creates opportunities for local community groups to raise funds from sources outside the town. Approximately 2,000-5,000 persons are expected to visit North Plains over the course of the weekend.

Funding for the event will be provided through cash and in-kind donations, entry fees paid by BBQ competitors, a split of proceeds from BBQ sales, car show participants and poker run riders. In-kind donations like side dishes will be monetized through marketing at the event.

Proceeds in excess of expenses are proposed to be distributed to three charitable groups: North Plains Senior Center which operates the Meals on Wheels program, in 2014 the North Plains Police Department Hood to Coast running team which is raising funds for Provident Medical Foundation and on more limited scale funds will be set aside for scholarships for North Plains residents to participate in the Adventures Without Limits programs. Excess proceeds are estimated to be between \$10,000-\$20,000 during the events first year.

Ancillary activities to the competition are live music and entertainment, kids area, a poker run, and car show.

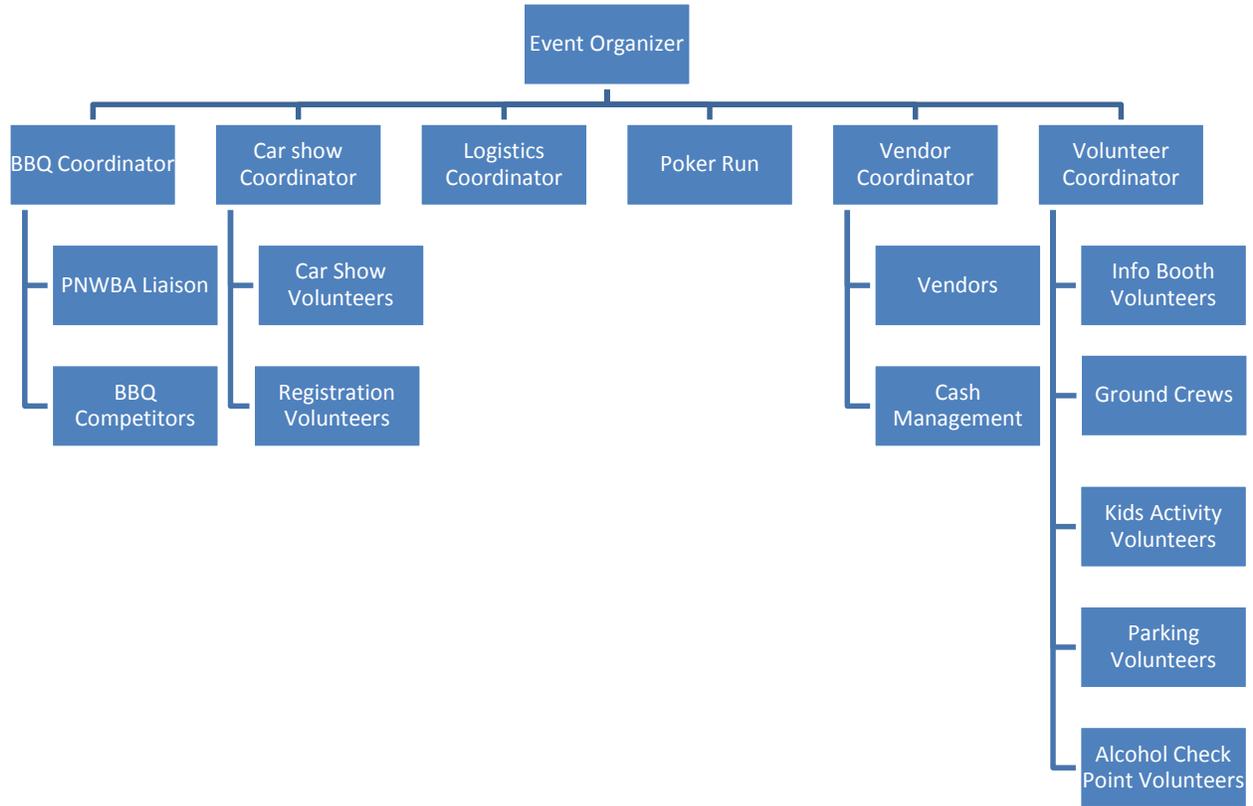
The public can participate in the event at no cost. Participants in the poker run and car show will pay a fee. Limited space will be provided to vendors and community groups.

Beer and wine service will be allowed on both days. Alcohol service will be limited to restricted area on Commercial Street between Main and 318th and areas supervised by private businesses. Beer concession(s) in the barbeque competition area may be offered to community groups as a fundraising activity.

The sale of soda and waters has been restricted, and will be offered to community groups as a fundraising activity.

EVENT ORGANIZATION

Smokehouse Summit



EVENT SCHEDULE

Friday, June 6

7:00 pm Load in of large BBQ grills
9:30 pm Quiet time

Saturday, June 7

5:30 am Street Closures
6:00 am BBQ Load in Competitors
8:00 am Vendor load in

10:00 am BBQ Meat inspection begins
Boom box music or Music Act 5 Stage 2
10:30 am Poker run registration begins (Last Waterin' Hole)
11:00 am Poker run leaves
Music Act 1 Stage 1
BBQ Sampling begins
Kids area opens
Alcohol sales begin
Alcohol check points staffed
Alcohol monitoring positions staffed
11:30 am (Poker run registration ends)

12:45 pm Music Act 6 stage 2
1:00 pm Load in complete
1:15 pm Music Act 2 Stage 1
1:30 pm Cooks meeting (Senior Center)
2:00 pm Auction (Last Waterin' Hole)

3:00 pm Judges meeting (Senior Center)
3:00 pm Music Act 7 Stage 2
3:30 pm Music Act 3 Stage 1
4:00 pm Potato Salad sponsored by Reser's fine Foods Turn-In
Skills Challenge and activities
5:00 pm Build a Better Bison Burger sponsored by L-Bar-T Bison Ranch Turn-in
5:45 pm Music Act 4 Stage 1

6:00 pm Painted Hills Anyway You Want It Beef Challenge Turn-in
Music Act 8 Stage 2
8:00 pm (Music Ends)
Awards BBQ Side Competitions
Fire Dancing Stage 1
(Kids zone closed)
(All sales end BBQ, alcohol, vendors)
(Skills challenge ends)
9:00 pm Alcohol check points close
10:00 pm Quiet time

Saturday, June 7	
	BBQ Entertainment
5:00 AM	Street Closure
6:00 AM	BBQ
7:00 AM	Load In
8:00 AM	
9:00 AM	
10:00 AM	
11:00 AM	BBQ Poker vendors
12:00 AM	Sampling Run
1:00 PM	
2:00 PM	Auction
3:00 PM	
4:00 PM	Arrive Music Kids Area CFR
5:00 PM	Optional Limited Sales
6:00 PM	meat CFR
7:00 PM	competitions
8:00 PM	Fire arts
9:00 PM	
10:00 PM	Quiet time enforced by PNWBA

Sunday, June 8

7:00 am Senior Center Breakfast
8:00 am Ghostflames & Grills Cruisin registration open (314th and Kaybern)
9:00 am Vendor sales begin
Music Act 12 Stage 2

10:00 am Music Act 9 Stage 1
(Pancake breakfast ends)
(Ghostflames & Grills Cruisin registration closes)
Ghostflames & Grills Cruisin judging begins
BBQ Judges Meeting
Kids Area Open

11:00 am BBQ Sample sales begin Music Act 10 Stage 1
Alcohol sales begin
Alcohol check points staffed
Alcohol monitoring positions staffed
BBQ Pork Butt Turn-in
AWL activities begin
Ghostflames & Grills Cruisin judging begins

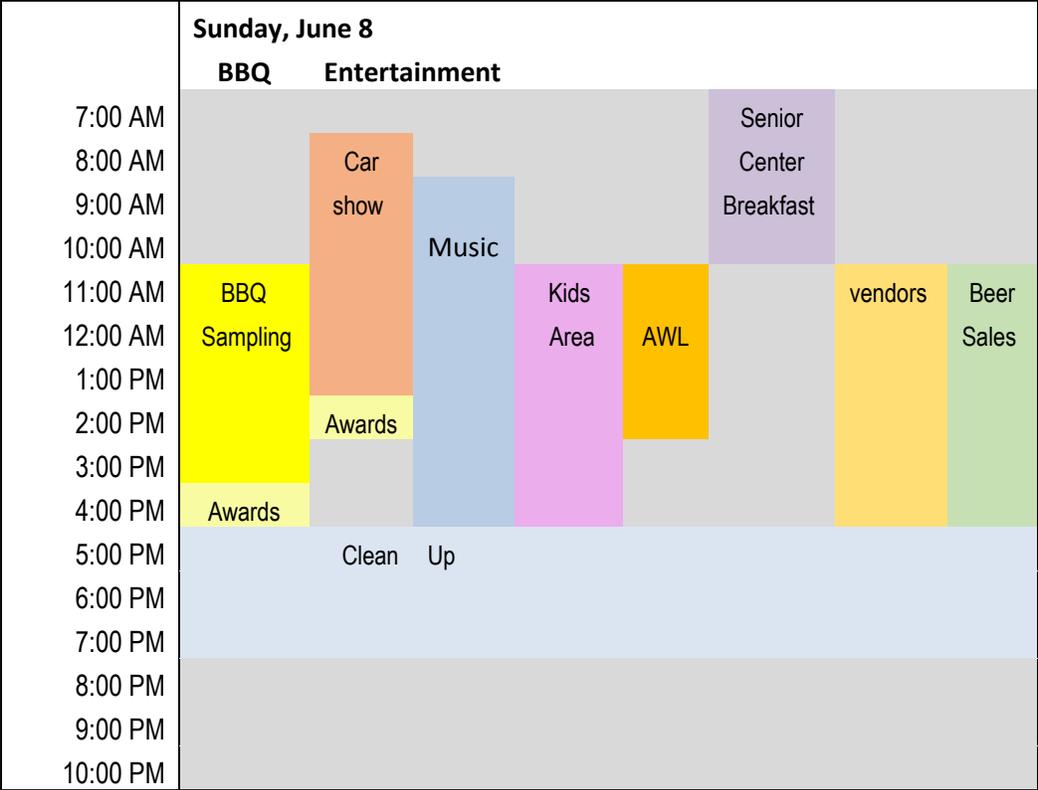
12 noon BBQ Brisket Turn-in
12:15 pm Music Act 13 Stage 2
12:45 pm Music Act 10 Stage 1
1:00 pm BBQ Chicken Turn-In

2:00 pm BBQ Ribs Turn-In
Ghostflames & Grills Cruisin awards (314th at Commercial)

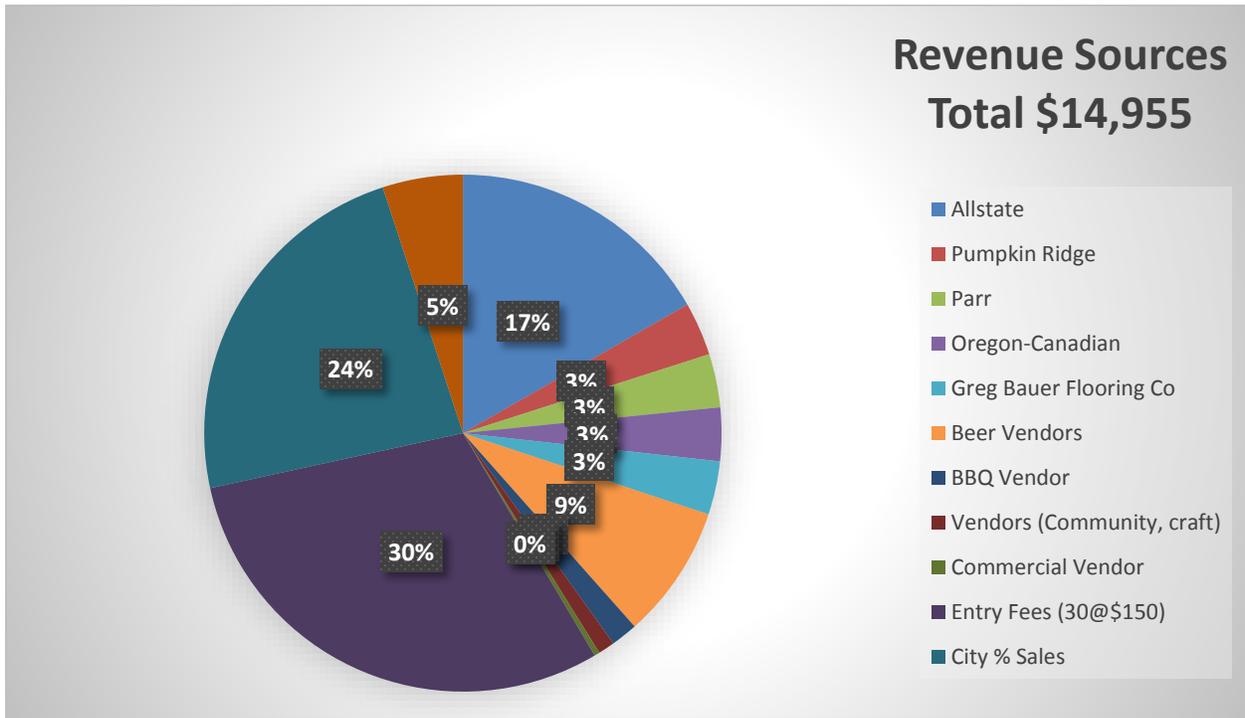
3:00 pm Music Act 11 Stage 1
Music Act 14 Stage 2

4:00 pm (Kids area close)
(All sales end)

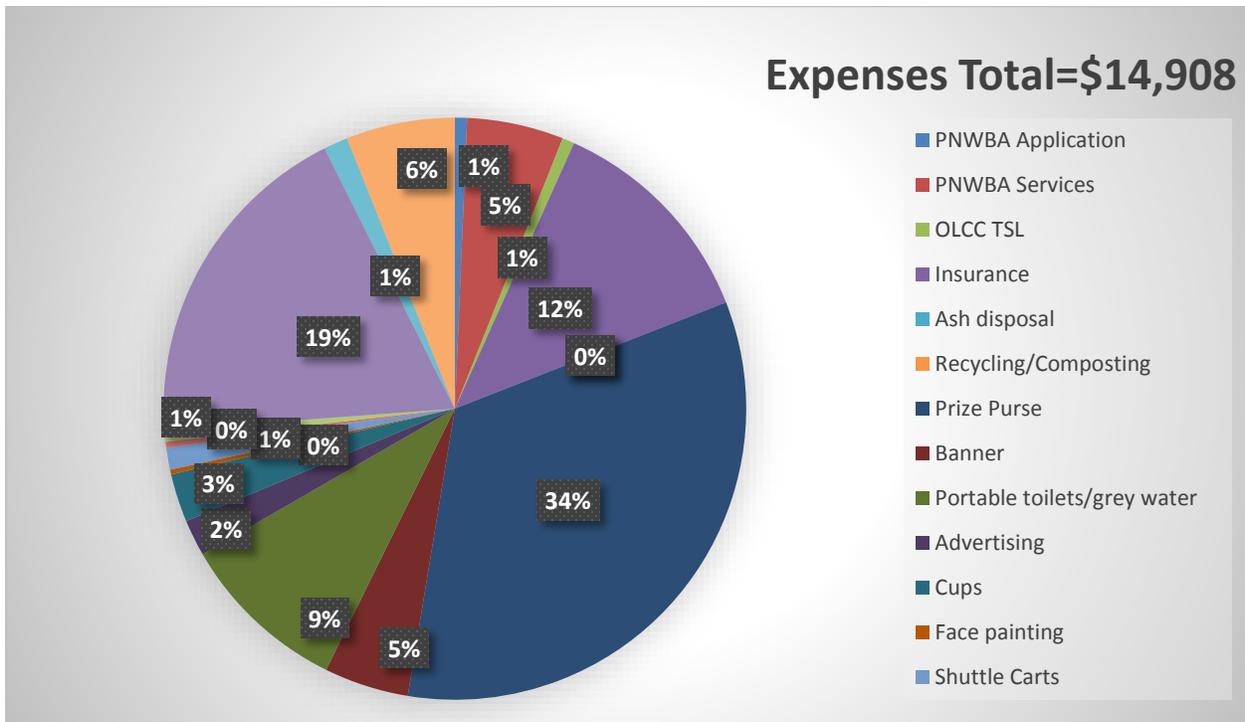
4:30 pm PNWBA BBQ Awards Stage 1
5:00 pm (Alcohol Check points closed)
7:00 pm Street Reopens



REVENUE SOURCES



EXPENSES



Layouts

LOCATION OF EVENTS

The barbeque competition will be staged on Commercial Street between Main and 318th. Judging for the event will be located at the North Plains Senior Center 31450 NW Commercial Street.

On Sunday the Car show will be staged on Commercial between Main and 313th

Kids area will be located near the post office.

The Poker Run will be staged in the North Plains Market parking lot. Returning riders can park in the lot or on Commercial Street.

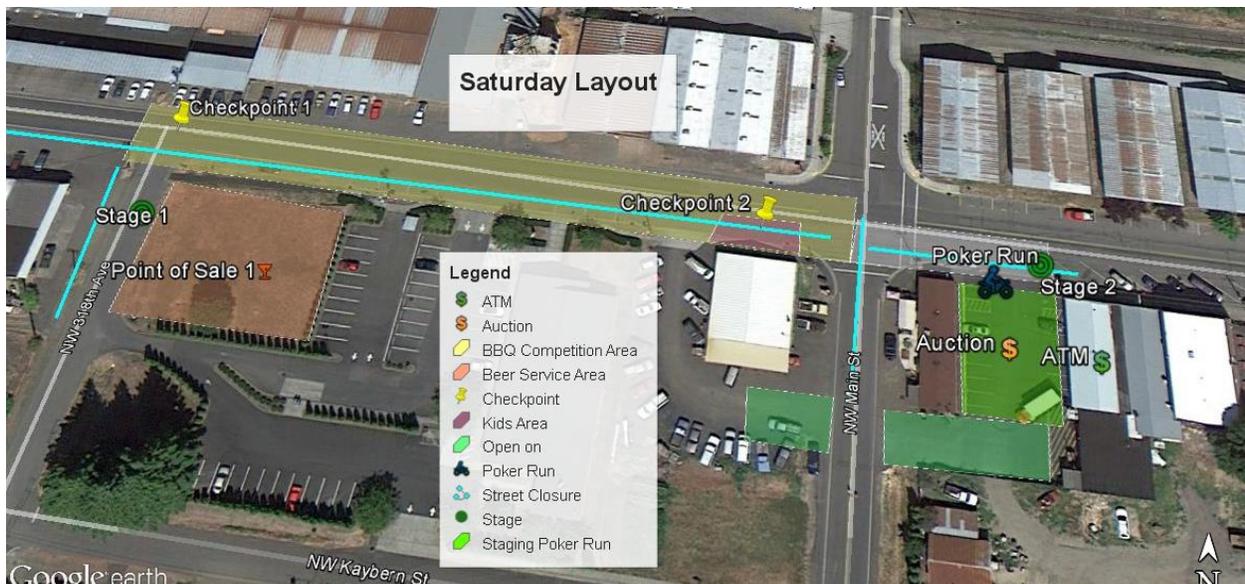
The entertainment stages will be at 318th and Commercial and at the lot between the Market and Last Waterin' Hole.

Parking will be available in the following locations:

- Oregon Canadian vacant land near Cottage and 321st - Estimated 718 spaces
- Commercial Street between 324th and end both days. Parking will be restricted between 313th and Main only on Sunday.
- Hillcrest between Main and the end
- Other parking options may include the vacant lot on Commercial near 311th and St. Edward.

SATURDAY

Note: The Saturday layout allows Commercial Street between 314th and Main to remain open all day Saturday. Traffic will be required to detour to 314th or north on Main Street. Access to the North Plains Market will be allowed from Main north of Kaybern Street.



SUNDAY



Note: Commercial Street will be closed from 313th to Main from 7 a.m. to 3 p.m. Once the car show ends the street will reopen. Commercial Street is expected to be fully open by 7 p.m.

Because of religious celebrations, Commercial Street between 311th and 313th will remain open all day Sunday.

STREET CLOSURES

Saturday street closures will include:

- Commercial from Main to 321st
- 321st from Commercial to Cottage
- 318th from Commercial to Kaybern

Sunday street closures will include:

- Commercial from Main to 313st
- 321st from Commercial to Cottage
- 318th from Commercial to Kaybern
- Main from Railroad tracks to Commercial
- 314th from Commercial to Kaybern
- 313th Commercial to Kaybern

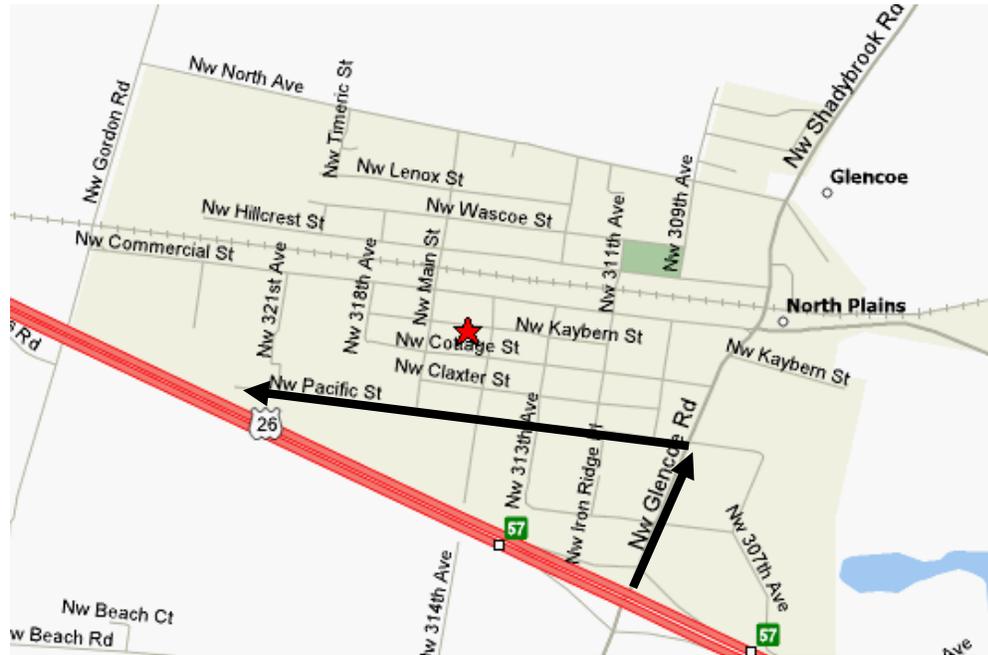
Competitors are anticipated to begin arriving Friday evening. They will likely have trailers and be assigned to the larger spaces near Oregon Canadian and 318th. This should not cause the street to be closed on Friday.

STREET CLOSURES

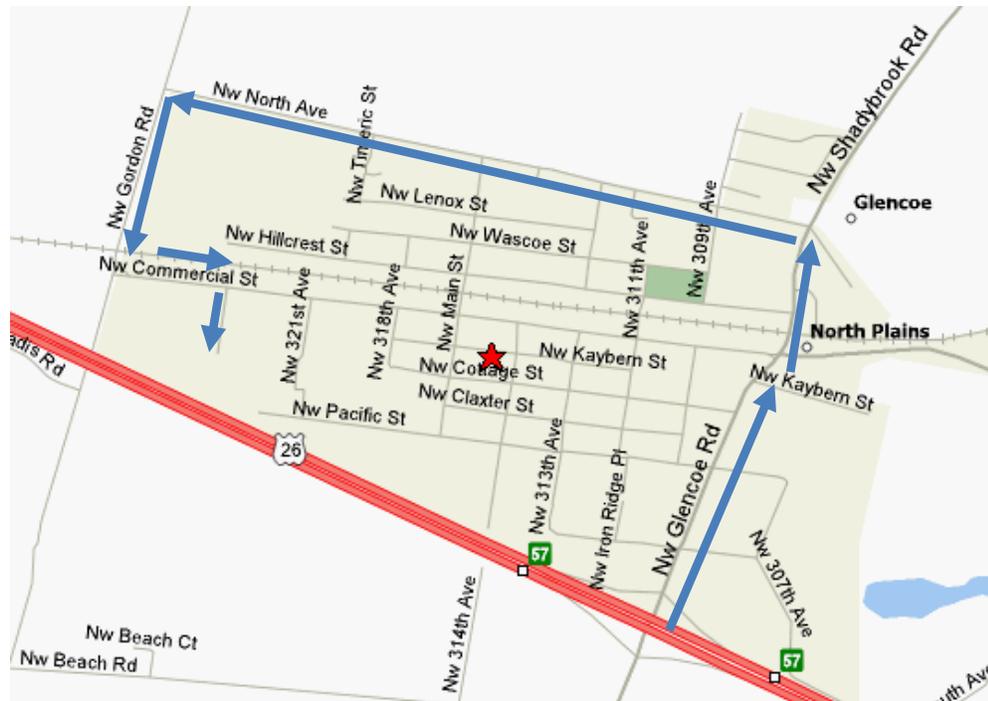


Vehicle Routes

Parking Route



Alternative Parking Route



JOB DESCRIPTIONS

EVENT ORGANIZER

Name: Jennifer Knowles

Event Schedule: Available Saturday and Sunday

Organize event from beginning (roughly October) to end. Event Organizer receives a stipend to coordinate event activities in the months prior to the event.

Tasks include:

- Organize volunteer committee to plan and execute event, setting agendas, keeping minutes and ensuring compliance with City policies and state law
- Appointment of coordinators to assist with management on the day of the event
- Purchase of materials and services for the event
- Develop, present and execute event promotion plan, including press releases, update of website, distribution of fliers at other car shows
- Develop and administer budget under direction of the Finance Manager and City Manager
- Negotiate and present contracts for goods and services related to the event to City staff and City Council
- Select performers for the event to provide live music and entertainment
- Ensure OLCC plans and permits are completed and obtained
- Oversee logistical coordination of the event
- Complete CIS checklists for risk management
- Contact businesses and residences on Commercial Street, 318th, 314th, 313th, and 311th to ensure they are aware of event layout and timing
- Make presentation(s) to City Council, North Plains Chamber of Commerce and other community organizations as needed
- Update maps for Event
- Work with PNWBA to sanction BBQ event
 - Establish qualifier designations
 - State Championship
 - World Food Championship
 - Enter into contract

- Set goal for sponsorships and donations
 - Assist with solicitation of sponsorships and donations
 - Coordinate efforts with North Plains Events Association, Senior Center, and Chamber of Commerce if possible to ensure sponsors and donors are not fatigued by frequent requests
- Provide recognition to event supporters
- Plans space needs for the entertainment acts
- Selects and hires entertainment acts
- Assemble a summary report on all activities including documentation of contacts and suggestions for next year

BBQ COORDINATOR

Name: Jason Specht

Event Schedule: Available Saturday and Sunday

Works with Event Organizer and PNWBA liaison from December through June on an as needed basis until day of event. This position must be able to attend the majority of the event.

Oversees coordination of BBQ event with sanctioning body (PNWBA for 2014). In 2014 these activities include a variety of duties.

- Oversee activity on day of event
- Identify and secure potential sponsors for the event
- Identify goods and equipment associated with the activities
 - Assist with obtaining donations of goods and equipment for activities
 - Arrange for acquisition/purchase of materials if needed
- Identify volunteer needs to facilitate activities
- Meet periodically with Event Organizer and planning committee
- Assist in publicizing the event through various means
- Act as liaison with PNWBA and BBQ competitive teams
- Provide summary report on activities including documentation of contacts and suggestions for next year

PNWBA LIAISON

Name: Derrick Williams (PNWBA Member)

Event Schedule: Available Saturday and Sunday

Works with Event Organizer from December through July on an as needed basis until day of event. Most contact is conducted by phone and electronic correspondence, as liaison may be located outside of the area.

The PNWBA Liaison is assigned to the event, after the PNWBA accepts the application for the event annually.

- Conducts outreach on the part of PNWBA
- Collects entry fees
- Appoints Head Judges and makes arrangements for the same
- Assembles panels of judges for competition
- Provides assistance at load-in

CAR SHOW COORDINATOR

Name: Mike Walker

Event Schedule: Available Sunday

Works with Event Organizer from December through June on an as needed basis until day of event. The coordinator must oversee operations on the morning of the event.

This position ensures the logistics related to the management of the Car Show on the day of the event are executed appropriately. This coordinator works in cooperation with Event organizer to promote the car show.

Tasks include:

- Planning space needs for the vehicle show and communicating those to the committee responsible for the layout of the event
- Recruits a team of volunteers to assist drivers with registration and placement of vehicles on the day of the event
- Assist judges with rating vehicles, compiling results for announcements
- Assist with the direction of traffic after the car show to minimize congestion and conflicts with pedestrians
- Conduct raffles for benefit of local non-profit
 - 50/50
 - Car related prizes
 - Purse related raffles
- Assist with the solicitation of donations for goody bags
- Receives reports on entries the day in advance of the show
- Oversee registration on day of event
- Provide summary report on activities including documentation of contacts and suggestions for next year

LOGISTICS COORDINATOR

Name: Sierra White (City Staff)

Event Schedule: Available Saturday and Sunday

Works with Event Organizer from December through June on an as needed basis until day of event. Coordinator will have active role on the days of the event.

Assist with the preparation of the grounds of the event working closely with other coordinators and City staff.

- Inventory and identify equipment needs for event booths including:
 - Canopies, Tables, Chairs, Signs, Sandbags/weights, Barricades, Signs, Directional signs, No alcohol signs
- Assist with planning of deployment of equipment for set up and removal on day of event
 - Signs, Barricades, Canopies, Tables and chairs, Banners, Bike racks
- Assist Event Coordinator and City to coordinate of support services like:
 - Equipment purchases/loans, Placement of benches/picnic benches, Ash container, Sink
- Ensure sanitation equipment is available
 - Order portable toilets and hand washing stations including at least one ADA accessible units
 - Order grey water container

POKER RUN & AUCTION COORDINATOR

Name: Lyn Davis (Last Waterin' Hole)

Event Schedule: Available Saturday

Works with Event Organizer from February through June on an as needed basis until day of event. The coordinator must oversee operations on the morning of the event.

This position ensures the logistics related to the management of the Poker Run and Auction on the day of the event are executed appropriately. This coordinator works in cooperation with Event organizer to promote the Poker Run.

Note: Funds from Poker Run and Auction are managed by Last Waterin' Hole and donated directly to the North Plains Senior Center.

Tasks include:

- Planning space needs for the vehicle show and communicating those to the committee responsible for the layout of the event
- Determine route of Poker Run, and provide maps to participants
- Coordinate activities at Poker Run Stops
- Conduct raffles for benefit of local non-profit
 - 50/50
 - High Hand/Low Hand
- Oversee registration on day of event
- Coordinates all aspects of auction to benefit North Plains Senior Center
 - Assembling auction items
 - Oversight of auctioneer and bids
 - Collect donations for Senior Center

VENDOR COORDINATOR

Name: Martha DeBry (City Staff)

Event Schedule: Available Saturday and Sunday

Works with Event Organizer from February through June on an as needed basis until day of event. Most of the work is concentrated in two weeks prior to the event. Vendor coordinator will need to work the morning of the event to ensure all vendors are in place.

Arranges for the assembly of vendors. On-line registration has been used in previous years (Planetreg.com)

Tasks include:

- Set vendor recruitment goals: Craft vendors, Food vendors, Corporate vendors
- Assist PNWBA with load in of competitors
- Recruit vendors through a variety of media
 - Email (lists are available through City), Craigslist, Pinterest, Craft websites, Other event information, Non profit channels
- Ensure vendor applications are reviewed to ensure a minimum of duplication, and that vendors are appropriate for the event
- Encourage the participation of community groups and nonprofit organizations
- Work with committee to identify space needs of vendors
- Prepare information and applications to be used with vendors
- Ensure payment of vendor fees occurs prior to event
- Notify vendors or community group of selection
- Assign vendors to spaces in weeks prior to event
- Mark locations of event booths and activities
- On day of event resolve problems if areas are overcrowded or conflicts arise
- Provide summary report on vendor activities including documentation of contacts and suggestions for next year

VOLUNTEER COORDINATOR

Name: Leslie Lanzar

Event Schedule: Should be available to respond to questions; see below.

Works with Event Organizer from February through June on an as needed basis until day of event. This position must be able to attend the majority of the event.

The volunteer coordinator ensures availability of people to assist with the activities and events.

- Recruits volunteers to work on day of event.
- Solicits participation by community groups, churches, and businesses.
- Contacts individuals interested in volunteering
- Assists other coordinators with fulfilling volunteer needs
- Coordinates volunteer appreciation activities
- Review emergency plan with other coordinators

**Saturday, June 7
BBQ**

8:00 AM	Street Closed								
8:30 AM	Street Closed								
9:00 AM	Street Closed								
9:30 AM	Street Closed								
10:00 AM	Street Closed								
10:30 AM	Street Closed								2
11:00 AM	BBQ		1	LWH	2	5		Set Up crew	
11:30 AM				Poker	Info				
12:00 AM	Competitors			Run		Alcohol	1		
12:30 PM	PNWBA Liaison				2		Bike		
1:00 PM						5			
1:30 PM	Event Organizer		1						
2:00 PM				Auction			1		
2:30 PM	Head Judge								
3:00 PM					2	5		Clean Up	
3:30 PM	BBQ Coordinator							2	
4:00 PM	Optional meat	Entertainment	1	Prizes			1	Parking Hood to Coast	
4:30 PM			Kids Area		2				
5:00 PM	competitions	Coordinator				5			
5:30 PM									
6:00 PM	(limited sampling)	1	1						
6:30 PM							1		
7:00 PM	Awards				2	5			
7:30 PM	BBQ Coordinator								
8:00 PM		Fire arts						2	
8:30 PM								Ground Crew	
9:00 PM									
9:30 PM									
10:00 PM	Quiet time enforced by PNWBA								

TOTAL	38	1	2	5	25	4	4	6
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**Sunday, June 8
BBQ**

7:00 AM									
8:00 AM		Car show							
8:30 AM		Mike							
9:00 AM		Coord							
9:30 AM									
10:00 AM					Info booth				
10:30 AM					1				
11:00 AM	(sampling)		Music Coordinator	3		Alcohol	Bike		
11:30 AM						5	1	Parking Hood to Coast	Ground Crew
12:00 AM	Judging		1	Kids Area	2				2
12:30 PM									
1:00 PM	PNWBA			3		5			
1:30 PM	Coord				2				Ground Crew
2:00 PM		Awards					1		2
2:30 PM									
3:00 PM	HJ, EC			3		5			
3:30 PM	Awards				2				
4:00 PM							1		Tear Down Crew
4:30 PM									
5:00 PM	Clean up								2
5:30 PM									
6:00 PM									
6:30 PM									
7:00 PM									
TOTAL	38	0	0	1	9	7	15	0	6

VOLUNTEER ROLES

ALCOHOL CHECK POINT VOLUNTEER AND MONITORS

REPORTS TO VOLUNTEER COORDINATOR

Estimated Need: 25 Saturday, 15 Sunday

Assists with the control of alcoholic beverages within the event grounds.

Volunteers must wear vests for identification and are equipped with radios.

Shift is between 10 a.m. and 8 p.m. usually in 2-3 hour increments.

OLCC requires that a licensed area is defined in the application for temporary sales license together with a plan to manage special events (which should be incorporated into the event guide.) At least 3 alcohol monitors must be assigned to the area whenever 2,000-7,500 attendees are expected to be at the event. Another alcohol monitor would be required for each additional 2,500 attendees expected at an event. Because monitors are uncompensated volunteers they are not required to have a valid service permit, however they must be supervised by persons who have completed the Alcohol Server Education course within the last 5 years.

Education: When monitors arrive they must check in at info booth and receive an orientation. For this reason shifts should overlap by approximately 10 minutes:

- Wear Vest
- Use Radio
- Read and sign receipt of alcohol monitor brochure

Tasks include:

- Prevent alcohol filled containers from leaving or entering the alcohol boundaries
- Monitoring to ensure persons wearing wristbands are the only persons drinking alcohol
- Contact information booth or police if persons do not respond to requests to stop or leave the site
- Advise information booth or police if a person appears excessively intoxicated or in need of assistance

Check Point Volunteers

Shifts	Check Point 1 Commercial at 318th	Check Point 2 Commercial at Main
Sat, 11 – 1 pm		
Sat, 1 – 3 pm		
Sat, 3 - 5 pm		
Sat, 5 - 7 pm		
Sat 7 – 9 pm		
Sun, 11 am – 1 noon		
Sun, 1 – 3 pm		
Sun, 3 – 5 pm		

OLCC requires 3 monitor for events with more than 2,000 daily attendees

Alcohol Monitors

Shifts	Monitor 1	Monitor 2	Monitor 3
Sat, 11 – 1 pm			
Sat, 1 - 3 pm			
Sat, 3 – 5:30 pm			
Sat, 5:30 - 8 pm			
Sun, 11 am – 1 pm			
Sun, 1 – 3 pm			
Sun, 3 - 5 pm			

BIKE CHECK

REPORTS TO VOLUNTEER COORDINATOR

Estimated Need: 4 Saturday, 3 Sunday

Assists with security of bicycles at event. Bike check volunteers do not need to be adults, but should be responsible enough to understand the value of returning the appropriate bike to its owner.

Shift is between 10 a.m. and 8 p.m. usually in 2-3 hour increments.

Tasks include:

- Checkin in bikes providing owner with tag matching the number of the tag of the bike.
- Park bike in bike check area.
- Return bike to owner upon request

Shifts	Bike Check Commercial at Main
Sat, 12 – 2 pm	
Sat, 2 - 4 pm	
Sat, 4 - 6:30 pm	
Sat, 6:30 - 8:30 pm	
Sun, 10 am – 12 noon	
Sun, Noon – 2:30 pm	
Sun, 2:30 - 4:30 pm	

CAR SHOW VOLUNTEER

REPORTS TO CAR SHOW COORDINATOR

Estimated need: 5 on Sunday

Assists with the placement of vehicles in car show. Volunteers will be given vest to assist with their identification.

Shift is between 7 a.m. and 10:30 a.m.

Tasks include:

- Direct traffic within car show area
- Ensure adequate space exists between cars. (Generally spaces are 15 wide with approximately 6 feet between vehicles. A spacing bar is used to assist with measurements.)
- Assisting participants who require special access for walking or parking vehicles
- Direct participants to registration to ensure proper documentation of vehicle occurs

Car show volunteers receive a complimentary registration in the show.

Role	7 am – 10:30 am
Direction	
Parking	
Parking	
Parking	
Parking	

CASH MANAGER

Estimated need: 1 on Saturday, 1 on Sunday

This job has very high responsibility counting cash and arranging deposits. This work is assigned to City employees.

- Money collected at registration booths, information booth and various other stations will be brought to City Hall throughout the day.
- Assign person to pay performers on day of event
 - Performers will be instructed to meet with coordinator after their performance.
- Funds must be counted by two or more persons, and then the money deposited in the safe at City Hall.
 - A paper documenting the nature of the deposit should be included with the funds, which should be placed in individual bags for safekeeping until counted by Finance Manager on following business day.
- The schedule for collecting funds is as follows:
 - Car registration: 10:30 a.m. Sunday
 - Vendor registration: 10:00 a.m. Saturday
 - Information booth: 2 p.m., 6:00 p.m. and 8 p.m. Saturday and Sunday
- Only the following persons are designated to manage cash on the day of the event:

	Cash Managers
Saturday	Martha DeBry
Sunday	Martha DeBry

CHILDREN'S AREA VOLUNTEER

REPORTS TO ACTIVITIES COORDINATOR

Estimated Need: 4-6 Saturday, 6 on Sunday

Shifts are from 10 a.m. until close of event.

Guaranteed fun! Be prepared to be a kid again!

- Check-in at information booth
- Assist coordinators with children's activities:
 - Some set-up
 - Assisting kids with activities like:
 - face painting
 - bouncing
- Bounce house monitors must ensure safety of children by following guidelines printed on front of bouncers
- Please train your replacement
- At the end of the day, help clean-up area, pack boxes. If not too heavy, please bring to City Hall.

This is NOT childcare - parents will attend

Shift	Bounce House	Face painting
Sat, 12 noon – 2 pm		
Sat, 2 pm – 4 pm		
Sat, 4 pm – 6 pm		
Sat, 6 pm – 8 pm		
Sun, 10 am – 12 noon		
Sun, 12 noon – 2:30 pm		
Sun, 2:30 pm – 4 pm		

GROUNDS CREW

REPORTS TO LOGISTICS COORDINATOR

Estimate: 4 Saturday, and 4 Sunday

Shifts are during event.

Active job but low pressure. Assist with keeping event area tidy.

Gloves will be provided, together with maintenance equipment and supplies. A golf cart will be available to transport trash.

- Check-in at information booth
- Pick up trash, remove full trash bags from cans and replace liners
- Bring full bags to dumpster, located at _____. Place trash directly into bin.
- Place tied bag of recyclables next to trash bin.
- Portable toilets - Restocking of toilet paper may be needed towards latter half of day.
- All supplies will be at _____.
- During your shift, continually rotate around the site, inspect all trash cans, remove and replace full liners and bring to dumpster.
- Please train your replacement.
- At the end of the day, please pack-up items and leave stacked at City Hall.

Shift	Crewmember 1	Crewmember 2
Sat, 2 pm – 4 pm		
Sat, 5 pm to 7 pm		
Sun, 11:30 am – 1 pm		
Sun, 1 pm – 3 pm		

INFORMATION BOOTH VOLUNTEER

REPORTS TO EVENT COORDINATOR

Estimated Need: Minimum 3 Saturday, and 3 Sunday

Shifts are from 3 p.m. until close of event Saturday and 7 am to close Sunday.

Sitting in the shade in the center of the event, answering questions about the event and every subject imaginable

- Information booth will be supplied with event information and plenty of maps and schedules.
- Check-in volunteers
 - Provide water, radios, vests etc...
 - Direct to appropriate location
- Assist with sales of event items
- Booth will have a lists of:
 - Event artists and their contact information if needed
 - City staff available
 - Emergency information
- Provide basic first aid supplies, band aids, ointments etc...
 - Only render assistance for which are qualified/certified
 - Emergence response personnel will be available throughout the day if assistance is needed
 - A portable defibrillator is available for emergency situations
- Contact emergency responders if needed
- Train replacement staff/volunteers
- At the end of the day, pack-up items and leave at City Hall.

Shifts	Member 1	Member 2, if available
Sat, 12 noon to 3 pm		
Sat, 3 pm - 6 pm		
Sat, 6 pm - 8 pm		
Sun, 10 am – 12 noon		
Sun, 12 noon – 2:30 pm		
Sun, 2:30 pm - 4:30 pm		

PARKING VOLUNTEER

REPORTS TO LOGISTICS COORDINATOR

Estimated Need: 8 on Saturday and 6 on Sunday

Shifts are from the start of event to close.

Parking is organized to minimize disruption in residential areas.

- Guide people to park vehicles in orderly rows.
- Collect fee for preferred parking, if applicable
- Drive shuttles to and from parking areas

Location of preferred parking: Oregon Canadian Lot at 324th Ave

Other parking:

St Edward

Lot by A & H

On street parking

Vendor Parking: 321st Ave and Hillcrest Street from Main to terminus.

In 2014 Hood to Coast team members will provide parking management

CAR SHOW REGISTRATION VOLUNTEERS
REPORTS TO CAR SHOW OR VENDOR COORDINATOR
Estimated Need: 2 on Sunday

Shifts are from 7:30 a.m. until 10:30 a.m.

This job receives payments for car registrations, which are mostly cash payments.

- Monitor safety of vehicles entering the event grounds
- Check-in vendors or cars ensuring they have paid their fees.
 - Accept payment if needed
- Direct cars for placement
- Transfer funds to City staff for counting and safekeeping

Registration located at: Main Street and Kaybern

Role	7:30 am – 10:30 am
Registrar 1	
Registrar 2	

SET-UP CREW

REPORTS TO LOGISTICS COORDINATOR

Estimated Need: 2 on Saturday

Shift is from 10:00 a.m. until noon.

Active physical job setting up the event areas.

- You will be instructed by the Logistics Coordinator as to what is necessary.
- Tasks may include:
 - Setting up pop up tents
 - Moving tables and chairs
 - Moving barricades
 - Placement of sand bags/weights on pop up tents
 - Assisting with moving boxes
 - Placing signs in event grounds
 - Driving to place signs outside of event area

Shift	Crewmember 1	Crewmember 2
Sat, 10 am – 12 noon		

TEAR-DOWN CREWS

REPORTS TO LOGISTICS COORDINATOR

Estimated Need: 2 on Sunday

Shifts begins at end of event until complete (About 2 hours)

Tearing down all event equipment and materials at end of the day and delivering them to area inside Public Works area at City Hall. Crews will work in teams of two or more.

- Check-In at information booth to receive instructions
- Collect equipment including but are not limited to:
 - Signs
 - Popup tents
 - Tables
 - Chairs
 - Boxes and bins from various event areas
 - Barricades
- Load equipment into volunteer truck(s) and deliver to Public Works yard
- Trash goes directly into dumpster. Breakdown trash boxes to extent possible.
- Recycle cans and bottles place tied bag of recyclables – cans and bottles - next to trash bin.
- Clean all debris from site

Shift	Crewmember 1	Crewmember 2
Sun, 4:30 pm – 6:30 pm		

VOLUNTEER SOURCES

Local and regional volunteer sources

Source	Contact	Notes
Intel		
North Plains Senior Center		
Nike		
Recology Portland		
United Way		
Comcast		
PGE		
Mormon Church Hillsboro Stake Missionaries		503-608-2056
Jehovah Witnesses (Jackson School)		503-640-3068
Boy Scouts 275	Darell Smith	503-648-1488
Boy Scouts 855	Roger Newton	reoportland@yahoo.com https://www.facebook.com/Troop855
Boy Scouts 581 (Banks)	Mitch Couch	http://bsatroop581.org/contact-us/

GENERAL INFORMATION

CONCESSIONS

Concession	Person/Group	Revenues
Alcohol	Laurelwood Backwoods Golden Valley Vertigo Seven Bridges	Registration Fee \$250
	Pythians (Ft George, Descutes)	Fundraiser Support the troops. Half profits. First \$1,000 to Pythians
	Bull Run Cider	Percentage of Revenue (20%)
Soda/Water	NP Senior Center Scouts	None
Parking	Hood to Coast Team	None – Proceeds to team
BBQ	The Fat Boyz	Percentage of Revenue (20%)
	James Gang	Donation of all sales

PNWBA EVENT SANCTIONING INFORMATION

Website: www.pnwba.com

The Pacific Northwest Barbeque Association is a non-profit organization 501(c)(3), whose stated purpose is to provide education about barbecue. In support of its mission, it holds classes and barbecue contests throughout the Western States and Canada. The organization has about 700 members (although it is not necessary to be a member to participate in any of its events). PNWBA sanctions approximately 40 events per year, which includes classes for new cooks, judging courses and contests.

The PNWBA is one of several BBQ contest sanctioning bodies operating in the United States and Canada. We generally sanction events in the Pacific Northwest (Washington, Oregon, Idaho, Montana, Alaska, and California) and in western Canada, but we are not limited to these areas. Established in 1991, the PNWBA is the second oldest BBQ association in the nation, with a significant base of cooks, a support system for organizers, and a reputation for excellence in judging and organizing.

PNWBA members have participated and judged in many national events such as the Jack Daniels World Invitational, The American Royal and the Great American BBQ contests. PNWBA cooks have had great success winning awards in these events.

TYPE OF EVENT: Two Day Standard These are the main competitions, featuring pork, brisket, ribs and chicken. They require the teams arrive the day prior to judging so they can cook throughout the night. If the event gets enough teams to participate, it becomes a qualifier for national and international events (15 in the first year of the event and 25 for the second and subsequent years of the event).

PRIZE MONEY: The Pacific Northwest BBQ Association does not procure prize money for events. The event must have a guaranteed source and that amount must be guaranteed in writing 70 days prior to the event for the PNWBA to proceed with scheduling and advertising the event. The PNWBA will not continue to sanction the event without this prize money guarantee.

Prize money at a standard full event cook ranges from \$3,500 to \$35,000 with an average at about \$7,500. (North Plains is proposed at \$5,000) **This total prize pool pays out each of the four main categories to at least 6th place, plus Reserve Grand Champion and Grand Champion prizes.** For competitions having more than 30 teams there is also a Reserve Champion prize (3rd place overall). Sample payout schedules are available from the PNWBA.

PNWBA PROMOTION AND MARKETING: A 10' x 10' space be made available for

the PNWBA to set up an information booth where we can provide information about barbecue and sell PNWBA promotional materials.

Cross marketing for the event is required to use the official PNWBA logo on all contest materials, including but not limited to; promotional items, website, all electronic media, advertisements, banners, signage, shirts and all other contest materials. The event logo will be used on PNWBA promotions and communications.

LOCATION: Teams must have set-up space measuring a **minimum 10'x 15'per team and larger teams using trailer pits requiring a 20'x 20' space (strongly preferred)**. More space is required for some teams using larger trailer pits or those cooking out of a large equipment trailer.

Judging and meeting area requires a space with power, tables (8ft) and chairs. This may be either indoors or outdoors with a sturdy tent. The tent must have some way to block viewing of turn-ins from the judges (some sort of side or smaller tent). The size of the area needed is based on the number of teams attending your event. For an event that has 12 teams, the **judging space needs to be at least 20' x 20'** and larger events need more space as additional judges are necessary based on the number of teams cooking the event. If this area is outside it should not be right next to the cooks as smoke in the judging area interferes with accurate judging. In addition, the judging area should be away from any stage or speakers (loud area) as judges need to be able to hear instructions. When planning space, consider the fire access lanes that may be required when getting the fire permit.

PERMITS: Event coordinator is responsible for researching which permits are required for and procuring those permits, inspections etc. This may include, but is not limited, to fire permits, Health Department permits, fire extinguisher inspection, council use approval and similar. *A copy of the Fire Permit must be provided to the PNWBA.*

PUBLIC FOOD/TASTING: Although the barbecue competition meats are prepared for the judges, there are instances where leftover food may be made available to the public. This is dependent on a number of factors such as the requirements of the local Health Department, the nature and size of the event. The ultimate decision on whether to participate in the sampling is up to the individual teams, and no guarantee can be made on the participation levels for sampling.

Public food/tasting options

- Competition leftovers cut into small bites and offered for people to taste. This helps to build interest and good will with event visitors.
- Competition leftovers and extra cooked meat offered for sale by cooks. This helps cooks offset the cost of competing and travelling to remote event locations.

- Competition leftovers and extra cooked meat (extra meat is sometimes provided by organizer), offered for sale by cooks, using scrip sold by a charity (or venue) that keeps a portion of the money taken in. Raises money for the charity and helps cooks offset the cost of competing (entry fee, meat, travel).

Sometimes a People's Choice competition is held in conjunction with the public tasting options listed above, adding another element of competition and enhanced public involvement.

ANCILLARY EVENTS: Extra Categories - Usually held on the first day of a two-day event this competition gives cooks an opportunity to compete in non-traditional barbecue contests like chili, Dutch oven, desserts, pizza, finger foods, seafood, salmon, and similar. This is a good opportunity to highlight sponsors products (product can be donated for use in contest, sponsors can judge).

Whole Hog - Although uncommon in the Pacific Northwest, this is a popular class of barbecue competition in other areas of the country but brings a lot of interest to cooks. This would offer a different and interesting dimension at the right event.

Cooking Class - The PNWBA teaches a beginner Pit Master classes and demo type cooking classes. One could be held prior to your scheduled event. This may draw interested cooks into competition and increase participation in remote locations.

Judging Class - Instruction on PNWBA methods of judging barbecue may be held prior to your scheduled event. This creates a pool of qualified judges where few or none may exist, and generally raises public interest.

OPTIMIZING THE EVENT: It should be understood that the cooking teams generally cook about \$200+ worth of meat, pay an entry fee, buy wood, sauces, rubs, fuel to travel to the event, and more often than not stay in a hotel one or two nights. It's a major expense for a team to come and compete, often totaling over a thousand dollars. With so many competitions available to choose from now, it is necessary to consider how you want to appeal to the potential teams. This may include good prize money, subsidized entry fees, or taking part in a great "feel good" event. From PNWBA member discussion forums we would like to share comments made by teams for your consideration.

What are the top 5 reasons for choosing a particular barbecue competition?

1. Distance... how close is it to home?
2. Entry Fee...how much it cost to enter?
3. Reputation... family friendly, organizers take care of the teams?
4. Pay-Outs ... prize money (comparable to entry fees)?

5. Location...easy access, level sites, grass versus asphalt?

What are the main amenities you look for in a competition?

1. Water...delivered or close proximity to site.
2. Power...clean, reliable and close proximity to site.
3. Ice...available on site or delivered (free or reasonable cost)
4. Trash pick-up---continuous on site pick up.
5. Parking...on site for RV, trailer, or truck (or very close)
6. Port a Potty's...plenty of them...clean and well serviced
7. Communications...clear, concise and timely with the promoter, sponsors, sanctioning body, etc.
8. Site Boundaries...clearly marked and assigned according to team requests as to size needed. Boundary lines strictly enforced.
9. Noise...quiet hours strictly enforced, no loud music.
10. Disposal...gray water, grease, and ash disposal available and close proximity to site.

WHAT THE PNWBA ALL INCLUSIVE SERVICE MEANS: The event coordination includes the management of teams prior to and on the day of the event including the registration form and entry fee collection. The cost of the BBQ Competition - cost of head judge transportation, lodging, trophies, judging supplies, insurance, etc – is covered by the money collected from the teams.

The PNWBA will provide...

- Competition team site, safety and meat inspection on set-up
- Conduct cooks meeting and judges meetings
- Provide and distribute judging supplies to cooks and judges (turn-in boxes, paper, pens, napkins, forms, etc)
- Supervise the entire judging process
- Enforce PNWBA rules and regulations at the event
- Verify and distribute scores at the end of the event – and help distribute trophies and ribbons.
- The board will appoint a Board contact/coordinator
- Trophies and Ribbons purchased by PNWBA
- Marketing to teams: Will create and post event flyer on website
- Team registration: Registration and money collected by PNWBA
- Insurance: PNWBA provides – If needed PNWBA can provide a certificate.
- Judging: Head judges(s) to staff and run the event
 - 1 head judge – 1 to 19 teams
 - 2 head judges – 20 to 39 teams

- 3 head judges – 40 to 54 teams
- 4 head judges – 55 to 70 teams
- 5 head judges – 71 + teams

Head Judge(s) Expenses are paid by PNWBA directly to Head Judges from entry fees. When more teams are added, Board will determine the number of HJs. Head Judge recruits, communicates with and registers judges for the event.

- Judging System; Use of PNWBA's proprietary scoring system and rules for the event. This includes computer, program, barcodes, scanner and printer.
- Certified Judges are volunteers recruited by PNWBA
- Judging Supplies: PNWBA provides

PNWBA SITE REQUIREMENTS

The following facilities/services MUST be provided by the City as venue/organizer...

Need	Notes
Ash disposal (with covers)	Provided by Garbarino and to be located at Oregon Coffee Roasters
Garbage disposal	Provided by Garbarino and located at Oregon Coffee Roasters
Grease collection	Oregon Coffee Roasters
Grey water disposal	To be rented and located at Oregon Coffee Roasters
Restrooms (or portable toilets) appropriate to the number of teams and attendees of the event. If portable toilets are used you must provide hand wash facilities (with pumped or running water).	3 locations with handwashing Oregon Canadian Main at Commercial Community Garden NP Senior Center
Running water	Oregon Canadian Coffee Roasters Abbey Creek
Covered area with power, tables, chairs (preferably indoors) for judging	North Plains Senior Center
Security for overnight events	Reserve officer assignment
Provision of ice, either free or delivered at reasonable cost.	North Plains Market has ice.
Power, for night lighting and required for some pits (if power is not provided the venue must allow teams to use small portable generators).	Competitors may bring portable generators
Parking for trucks, cars and trailers that are not part of the team set-up (for cooks and judges)	Parking on-street in area adjacent to competition. Judges should park on 314 th or Kaybern
Space for RV's either onsite or near the event (closer to the contest is the best). Some events allow RVs in the cooking venue.	Spaces on 318 th and 321 st
Gift bags with goodies for teams and judges.	

PURSE INFORMATION

Saturday

		Better Burger		Potato		Beef Challenge	Overall
1	Ribbon	\$100	Ribbon	\$100	Ribbon	\$100	\$300
	Grill	Davey Crockett	Grill	Davey Crockett	Grill	Davey Crockett	
2	Ribbon	\$85	Ribbon	\$85	Ribbon	\$85	
3	Ribbon	\$75	Ribbon	\$75	Ribbon	\$75	

Sunday

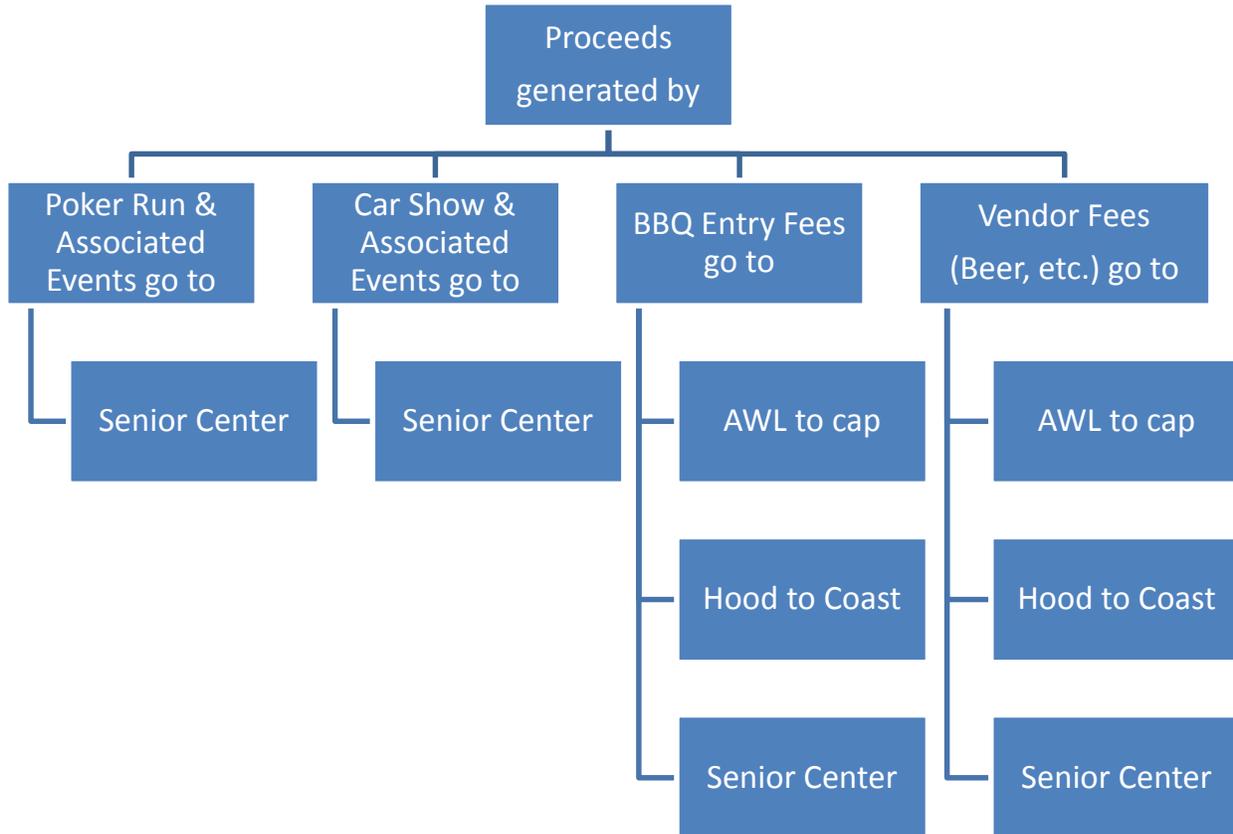
		1		2		3		4
		Brisket		Pulled Pork		Ribs		Chicken
1	Trophy	\$200	Trophy	\$200	Trophy	\$200	Trophy	\$200
	Painted	\$200						
2	Trophy	\$150	Trophy	\$150	Trophy	\$150	Trophy	\$150
3	Trophy	\$125	Trophy	\$125	Trophy	\$125	Trophy	\$125
4	Ribbon	\$100	Ribbon	\$100	Ribbon	\$100	Ribbon	\$100
5	Ribbon	\$80	Ribbon	\$80	Ribbon	\$80	Ribbon	\$80
6	Ribbon	\$50	Ribbon	\$50	Ribbon	\$50	Ribbon	\$50

	Grand		Reserve
	Jim Grill Trophy		Daniel Boone \$400
	Bowie \$500	Trophy	

	SubTotal	Inkind	Total
1			\$2,895
	\$1,300	Cash	\$5,000
2	\$855		
3	\$725		
4	\$400		
5	\$320		
6	\$200		
Overall	\$300		
Reserve	\$500		
Grand	\$400		
	Total		\$7,895

2014 SMOKEHOUSE SUMMIT PROCEEDS DISTRIBUTION

Proceeds are distributed after City costs have been reimbursed.



LOGISTICS INFORMATION

In 2014 the City of North Plains has the following items in its inventory for festivals:

Item	Quantity	Location	Notes
Tent 10 x 10		PW	
Tables 3 x 6		Jessie Mays	
Tables 1 x 4		Jessie Mays	
Stacking chairs		Jessie Mays	
Tent 20 x 20		PW	
"No alcohol beyond this point" signs"	6	Yellow House	
Info Booth sign	1	Yellow House	
Benches	10	Jessie Mays	
Benches	10	Water tank	
Wood Picnic tables	5		
Portable toilet	1	Frank Wing Park	
Pedestrians only			
Exit			

Area	Supply list	Responsible
Info Booth Supplies In container at Yellow house	<ol style="list-style-type: none"> 1. Water (4 cases) 2. Cooler for water (ice from Senior Center) 3. First aid supplies (Blake has kit) 4. Car show judges rating sheets (4 sets) 5. Info for vendors (20) 6. Alcohol monitors sign in sheets (25) 7. Brochure for monitors (25) 8. Vests for monitors and check point volunteers (6) 9. radios (10) 10. labels for radios providing correct channel info (10) 11. schedules/maps (200) 12. check point sign in (2) 13. ledger for sales (1) 14. clip boards (10) 15. pens (20) 16. receipts (1 book) 17. donation box 18. baby wipes 19. wristbands for alcohol 20. defibrillator 21. tape (scotch and duct) 	
Car Show Registration	<ol style="list-style-type: none"> 1. Roster of preregistration from planet reg (3 copies) 2. Registration sheets/liability waivers (150) 3. Clip boards (8) 4. Pens (10) 5. Goodie Bags (200) 	
Goody Bags	<ol style="list-style-type: none"> 1. Bags 2. Dash placque 3. 	
Children's Area	<ol style="list-style-type: none"> 1. Face paints 2. paper towels 3. baby wipes 	
Vendors	<ol style="list-style-type: none"> 1. Check-in roster from planet reg 2. 2 pens 3. 2 clipboards 	

Equipment

	Location	Canopy	Tables	Chairs	Bike Rack
1	Kids area	0	1	4	0
3	Check point 1	1		2	1
4	Check point 2	1		2	1
5	Info Booth	2	3	3	0
6	PNWBA	1	2		
7					
	TOTAL	5	6	11	2

Signs

No parking (with City ordinance)		58
Parking 		5
Parking 		5
Parking 		5
Long Barricades		10

Barricades

Barricades (standard)	50 with no sign 21 with mounted signs
Stop sign	1
Street/Road closed	9
High water	2
Do not enter	1
Pedestrian crossing	2
Buses only	1
Detour 	3
Detour 	1
Traffic control change ahead	1

Radios

Radios to be tuned to Channel
1. Jennifer Knowles
2. Jason Specht
3. Info booth
4. Check Point 1
5. Check Point 2
6. Alcohol Monitor
7. Alcohol Monitor
8. Alcohol Monitor
9. Logistics Supervisor
10. Volunteer Supervisor
11. Martha DeBry
12.
13.
14.

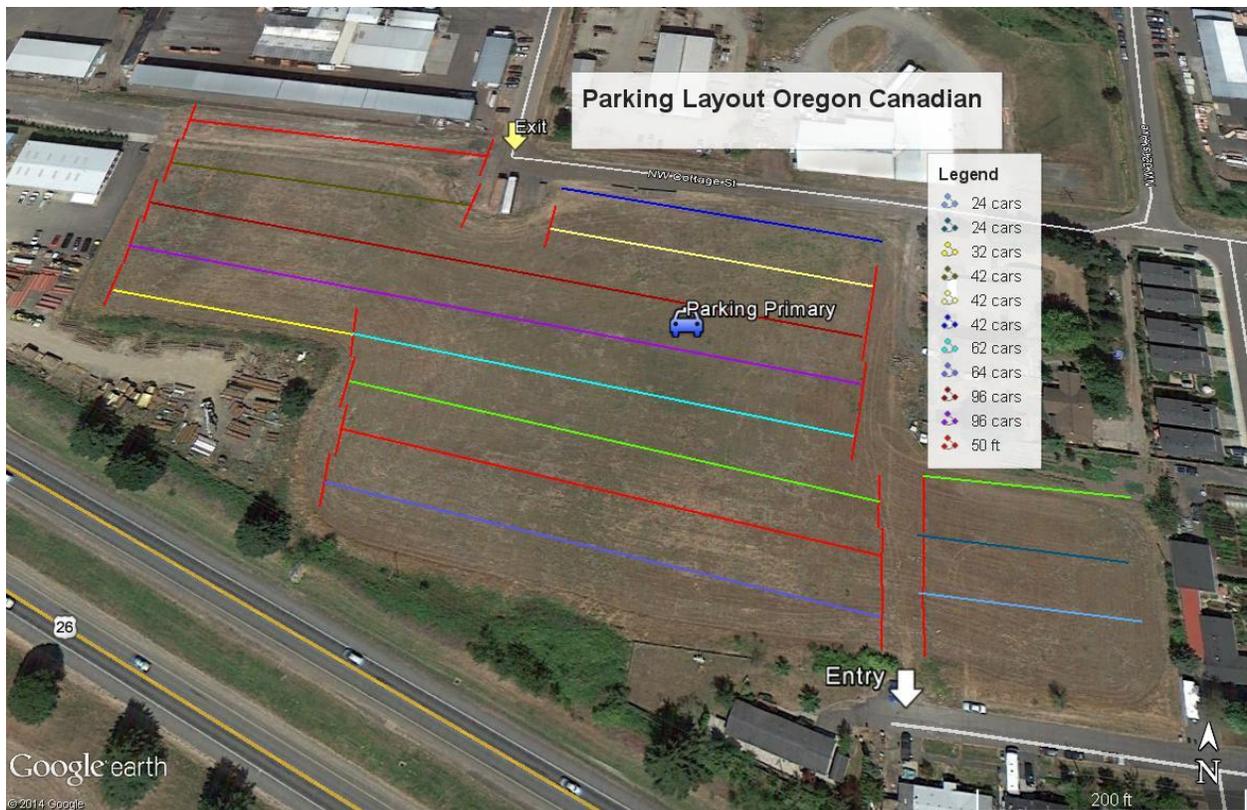
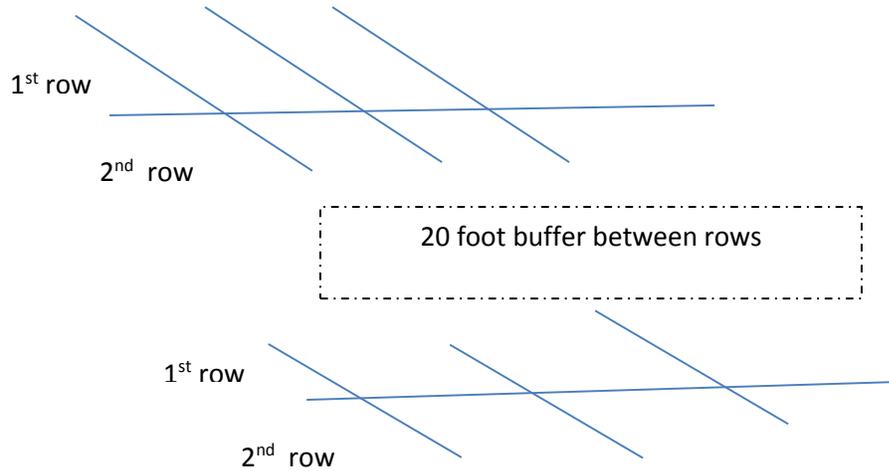
Please attach sticky labels to place on each radio stating channel for tuning to Channel ____

Parking at Oregon Canadian Lot

Parking Fee \$__

All cars to be parked pointed north. Two cars deep per row (“Disney style”) Entering from Pacific on south and exiting thru 324th in north. This should allow 700+ cars in the lot

First Row loaded from west to east, and then second row from west to east. Allow 30 feet depth per 2 rows, and approximately 20 feet between rows. Rows should be marked in advance of the event.



SPONSORS

Sponsors underwrite the cost of the event.

Sponsor List:

Sponsor	Level	In-kind	Cash	Notes:
Green Mountain		x		Grills \$2898
Oregon Canadian		x	x	\$500 + Trophy sponsor
Reser's		x		Potato salad, coleslaw, beans for \$5,000
Last Waterin' Hole		x		Advertising
A1JumpWonder		x		Bouncehouses \$200
Hillsboro Hops		x		Tickets, hats, balls
Greg Baurer Flooring			x	\$500
Allstate			x	\$2500 + trophies
Painted Hills		x	x	Beef (About \$24k)
Kink		x		On-line event posting and swag
L-Bar-T Bison Ranch		x		Buffalo meat
Laurelhurst			x	Vendor and team
Mainbrew		x		Beer class
KUPL		x		Community Pages; e-blast; Moo Crew
Vertigo			x	Vendor
Carlton Farms		x		Social media
Ft. George Brewery		x		6 kegs
Parr Lumber			x	\$500
Deschutes		X		6 kegs
Pumpkin Ridge		x		\$500

June 2014 Council Calendar

<i>Meeting</i>	<i>Primary</i>	<i>Alternate</i>	<i>Note</i>	<i>Date</i>
City Council / FY 2014-15 Budget Approval			7:00 p.m. at Jessie Mays Community Hall	06/02
North Plains Marketplace Grand Opening			Commercial Street	06/05
15 th Annual Ice Cream Social			Commercial Street	06/05
First Friday Flick at Jessie Mays Community Hall! Movie in the Hall...			6:00 p.m.	06/06
Smokehouse Summit BBQ Competition			Commercial Street	06/7-8
Washington County Coordinating Committee (WCCC)	Hatcher	DeBry	2 nd Monday @ 12 noon	06/09
Planning Commission	Warren		2 nd Wednesday @ 7 p.m.	06/11
Washington County Office of Community Development Policy Advisory Board	Kindel	Demagalski	2 nd Thursday @ 7 p.m.	06/12
Father's Day				06/15
City Council			7:00 p.m. at location to be determined.	06/16
Library Board	Broome		3 rd Wednesday @ 7 p.m.	06/18
Metro Policy Advisory Committee (MPAC)	Hatcher		4 th Wednesday @ 5 p.m.	06/25
Parks Board			4 th Wednesday @ 7 p.m.	06/25
Metropolitan Area Communications Commission (MACC)	Warren	Demagalski		