

CITY OF LINCOLN CITY

LINCOLN CITY COUNCIL

WORK SESSION MEETING AGENDA

MARCH 15, 2021 4:30 PM

4:30 PM - The Lincoln City Council Work Session for March 15, 2021 will be held via Zoom. The City Council Chambers will be open and the meeting will be broadcast live in the Council Chambers. It will also be live on Channel 4 and through streaming on the web at [www.lincolncity.org](http://www.lincolncity.org).

This meeting is a work session only and generally does not include public comment.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, for a hearing-impaired device, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the City Recorder, 541-996-1203.

The Lincoln City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the meeting.

All information for this meeting is available at [www.lincolncity.org](http://www.lincolncity.org) under "Agenda, Packets & Video". This meeting will be televised on Channel 4. For additional rebroadcast times, please consult the Channel 4 guide on the hour.

1. CALL TO ORDER
2. DISCUSSION
  - a. Priorities and Tasks for City Council Fiscal Year 2021-2022 Goals – Community Engagement, Emergency Preparedness and Parks & Recreation
3. ADJOURNMENT

# Council Communication

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## Priorities and Tasks for City Council's Goals

Meeting Date:	March 15, 2021	Primary Staff Contact:	Ronald F Chandler
Department:	Administration	E-Mail:	RChandler@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Ronald F Chandler	Estimated Time:	

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The City Council recently adopted eight goals for fiscal year 2022. The intent of this meeting is to present the priorities and tasks that will help accomplish three of these goals. A second work meeting will be held on March 29<sup>th</sup> to discuss the other goals. Adoption of the final version of the priorities and tasks will take place during a regularly scheduled City Council meeting.

### Goal: Community Engagement - Increase Participation in and Develop Skills for Civic Engagement.

#### P1 – Restore the human touch

- T1 – Department Heads to incorporate time out of the office visiting businesses & residents
- T2 – City Manager to incorporate time out of the office visiting businesses & residents
- T3 – Police Patrol officers to incorporate visits to businesses and residents.

#### P2 – Electronically disseminating and gathering information

- T1 – Add a “What’s on your Mind” – Community Input feature to the new City web page
- T2 – Add “Hot Topics” feature to the new City web page
- T3 – Add a “Month at a Glance” feature to the new City web page.
- T4 – Update or create new electronic media policy
- T5 - Promote the official City Web page(s) as the “Places to Go” for City information.

#### P3 – Role of the Committees

- T1 - Review and revise Committee rules and regulations for consistency.
- T2 - Provide annual training for City Committees.

### Goal: Emergency Preparedness – Maintain and Expand Emergency Preparedness for the Safety of Our Community

P1 – Personal preparedness education program – NHMP – Natural Hazard Action Item – Lincoln City #4.

- T1 – Flyers in water billing, one per quarter.
- T2 – One advertisement in the News Guard, one a quarter
- T3 – Once a month or event driven updates to City web site and social media platforms
- T4 – Schedule various community events on emergency preparedness (dependent on COVID-19 restrictions)
- T5 – Provide written and electronic material to business and lodging industry.

P2 – Emergency preparedness training for City staff

- T1 – Obtain required EOC equipment to establish functional EOC
- T2 – Validate City staff positions in EOC, to include who will be designated as the Public information officer and social media response officer for the City and Liaison officer to County EOC
- T3 – Develop and tailor specific training criteria for EOC staff
- T4 – COVID Dependent and lack of EOC equipment - Conduct once a quarter virtual EOC training for individuals and EOC sections.
- T5 – Conduct employee Everbridge test quarterly

P3 – Storage of emergency preparedness supplies City wide - NHMP – Natural Hazard Action Item – Lincoln City #12.

- T1 – Determine storage sites at City facilities to store cots, linen kits, and 2 weeks' worth of food and water.
- T2 – Purchase items for employees during the times they are called out on emergencies.
- T3 – Stock and supply caches

P4 – Develop a City evacuation plan

- T1 – Draft an evacuation plan and submit to the City Council for approval.

Goal: Parks and Recreation – Provide and Maintain Natural Resources and Recreational Opportunities

P1 – Provide and maintain recreation programming

- T1 - Sports leagues – basketball, soccer, volleyball, track & field, cross country
- T2 - Special events –

- a. LCP&R race series: half marathon, 10K, Ocean's edge & jingle bell jog
- b. Touch-a-truck
- c. National night out
- d. Family dance party (Daddy-daughter dance)

T3 - Teen center programming

#### P2 – Develop Taft Park

- T1 - Archeological survey
- T2 - Topographical survey
- T3 - Design the park

#### P3 – Develop Nesika Park

- T1 - Trail connections
- T2 - Dog park
- T3 - Nature play area
- T4 - Nature overlook

#### P4 - Parking for recreational facilities

- T1 - Use way finding to direct people to existing facilities
  - a. SE 3<sup>rd</sup> Street parking lot (Nesika Park)
  - b. WDLR (Northern hiking trails)

#### **Attachments:**

2021-0127 LCPR Board Subcommittee Parks Ranking Investments Recommendations\_  
(PDF)

Lincoln City Parks and Recreation Board  
2016 System Plan Review - Prioritization of Parks and Open Spaces Improvements

SubCommittee: Rob Crouch, Barbara Hahn, David Jamieson, Jeanne Sprague

Meetings: November 3rd, 2020, 10AM, November 25th, 10AM, December 8th, 10:30AM, December 23rd, 11:30AM, (Canyon Park, field trip to look at potential trail connecting Agnes Creek to Canyon Park. Kids (and Seniors too) Park. Seid Creek Open Space)

### Agenda and Analysis

#### **Agenda - first three meetings:**

- Background - SubCommittee Goals and Objectives
  - Review Park Improvement Recommendations in 2016 System Plan to:
    - ensure they are still relevant,
    - add new recommendations if appropriate,
    - re-order priorities if necessary,
    - rank parks based on greatest need/good to the community
- Park and Open Space Improvements
  - Prioritization of Parks and Open Spaces
  - Prioritization of Improvements
- Review Pages 11-20 of System Plan - familiarize with assets, opportunities and challenges
- Review Pages 22-23 of System Plan - Park deficits/opportunities for improvement
- Page 25 & 27 - Table 2, SCORP - Level of Service by Park Type - where are the deficits?
- Parks Usage Information - ranking done by Parks & Rec staff
- Decisions - what ranking for Parks and Open Spaces then what Investments - priorities!
- Pocket Parks - recommendation to city council (swept in to this process)
- Next Meeting Planned

#### Opportunities for Improvement to Existing Parks (Top 11 by number of Improvements)

1. Kirtsis Park - 16
2. Spring Lake Open Space - 12
3. Regatta Park - 12
4. "D" River State Recreation Site (West) - 12
5. Friends of Wildwood Open Space - 11
6. Agnes Creek Open Space - 11
7. Spyglass Ridge Open Space - 11
8. Taft Bayfront Park - 10
9. Wecoma Park - 9
10. The Knoll & Villages - 7

## 11. Roads End State Park - 7

### Most Requested Improvements by Request

1. Wayfinding Maps - 22
2. Native Plantings - 12
3. Trail Connections - 10
4. Playground - 7
5. Nature Play - 7
6. Additional Facilities - 7

Page 25 and 27, Table 2, Level of Service Deficits: (Compared to SCORP Standards, City does not have enough)

1. Regional Parks (Taft Elementary?)
2. Neighborhood Parks
3. Mini-Park (Pocket Parks)

Parks Usage Information (from LCP&R Maintenance Team, Joe Miller and Jeanne Sprague, ranking done in October 2020) .. highest to least use - combined rankings from team:

### **Park Usage Ranking:**

1. Taft Bayfront Park
2. Regatta Park - developed park area
3. Canyon Park
4. Siletz Bay Park
5. Kirstis Park
6. Lincoln City Community Center Park
7. Dorchester Park
8. Holmes Road Park
9. Sandpoint Park
10. Josephine Young Park
11. Wecoma Park
12. Kids Park
13. Nesika Park
14. Former Taft Elementary Site - in planning

### **Open Spaces Usage Ranking:**

1. The Knoll & Villages
2. Friends of Wildwood Open Space
3. Spring Lake Open Space
4. Cutler City Wetlands Open Space
5. Agnes Creek Open Space
6. Regatta Park Open Space
7. Spyglass Ridge Open Space

8. Seid Creek Open Space

**State Parks in System Plan (not ranked):**

- Roads End State Park
- East Devils Lake State Recreation Area
- Devils Lake State Recreation Area
- D River State Recreation Site - East
- D River State Recreation Site - West



December 2020  
 Lincoln City Parks and Recreation Board  
 Parks and Open Space’s Prioritization Subcommittee

**Recommendations**

The subcommittee met three times to review the 2016 System Plan. Specifically, the sections dealing with “opportunities” and “challenges” associated with each park and open space. In addition, the subcommittee considered the park usage rankings provided by the Parks Maintenance team, the SCORP review of park’s deficiencies and the amenities requested by the community for each park and open space.

The Teen Center, Taft Park, Nesika Park, and the Dog Park (at Nesika Park) are already prioritized by the City Council so they are not included in this review. Neither are State Park sites as they are managed by Oregon State Parks (including “D” River).

Based on that analysis, the subcommittee recommends the following prioritization scheme:

1. **Signage** - the clearest need across all Parks and Open Spaces is for signage in two forms:
  - a. Signs that provide information about the Open Space or Park. (trail maps, interpretive info)
    - i. First interpretive signs with trail maps to be deployed in our Open Spaces. Design is complete, just waiting for approval to start production of signage.
  - b. Wayfinding signs - especially in Open Spaces but also directing people to other Lincoln City Parks assets
2. **Taft Bayfront Park** - given this Park is the most heavily used facility by the public and is located at the historic Taft Bayfront, this asset should be prioritized for investment including:
  - a. Investment in ADA deficiencies already identified

- b. Given the city owns the building Mo's is located in, the Gift Shop could be reclaimed to serve as a Visitor Information Center for the city and the Parks and Recreation system.
- 3. **Regatta Park** - given this park is the second most heavily used facility, and is a gateway to Devil's Lake, this park should be prioritized next. Key investments needed at Regatta Park include:
  - a. Programming for new stage and amphitheater (post COVID-19) ... target July 2021?
  - b. Sandcastle replacement - form committee consisting of Parks Maintenance, Staff, Board and concerned citizens group with a presentation to City Council explaining the importance and need for budget process
    - i. Harper's Playgrounds in Portland - partnership
  - c. Native plant restoration coupled with Invasive species removal as a targeted community involvement project
  - d. ADA improvements as already identified
- 4. **Canyon Park** - the third most heavily used Park according to the Parks Maintenance team. Relatively "easy" win with a couple investments:
  - a. Picnic area/tables added to the Park
  - b. Development of a trail to Agnes Creek Open Space, about ¼ mile, to connect the Open Space with the beach.
    - i. Trail building "party" organized by a "Friends of" group
- 5. **Kirtsis Park** - given this park serves as the primary spot for baseball and is already well-developed and considered one of the top 5 Parks in terms of usage, opportunity to prioritize a couple investments:
  - a. ADA improvements as previously identified
  - b. Developing a connector trail system to NE West Devils Lake BLVD
- 6. **Neighborhood/Pocket Parks** - per the System Plan analysis on pages 25 and 27, Table 2, detailing level of service deficits (Compared to SCORP Standards), recommend prioritizing development of at least one small scale neighborhood/pocket park in a location that serves the greatest number of people and has the lowest penetration of park assets.
- 7. **The Knoll Open Space** -
  - a. Trail Maintenance "Friends Of" program was successful in Astoria with the "CHIP-in" program to assist Parks Maintenance staff to maintain the main trail system. 12-month commitment. Downside is it requires organizational time by LC Parks and Recreation staff or Parks Maintenance team in lieu of a paid "Volunteer Coordinator" position.
  - b. Trail naming/numbering
- 8. **Friends of Wildwood Open Space** -
  - a. Trail Maintenance "Friends Of" program was successful in Astoria with the "CHIP-in" program to assist Parks Maintenance staff to maintain the main trail system. 12-month commitment. Downside is it requires organizational time by LC Parks and Recreation staff or Parks Maintenance team in lieu of a paid "Volunteer Coordinator" position.

- b. Trail naming/numbering

**9. Spring Lake Open Space**

- a. Trail Maintenance “Friends Of” program was successful in Astoria with the “CHIP-in” program to assist Parks Maintenance staff to maintain the main trail system. 12-month commitment. Downside is it requires organizational time by LC Parks and Recreation staff or Parks Maintenance team in lieu of a paid “Volunteer Coordinator” position.
- b. ADA investments
- c. Property easement to formalize existing (informal) trail on North side of open space
- d. Trail naming/numbering

**10. Cutler City Wetlands Open Space**

- a. Trail Maintenance “Friends Of” program was successful in Astoria with the “CHIP-in” program to assist Parks Maintenance staff to maintain the main trail system. 12-month commitment. Downside is it requires organizational time by LC Parks and Recreation staff or Parks Maintenance team in lieu of a paid “Volunteer Coordinator” position.
- b. Trail naming/numbering

**11. Agnes Creek Open Space**

- a. Trail Maintenance “Friends Of” program was successful in Astoria with the “CHIP-in” program to assist Parks Maintenance staff to maintain the main trail system. 12-month commitment. Downside is it requires organizational time by LC Parks and Recreation staff or Parks Maintenance team in lieu of a paid “Volunteer Coordinator” position.
- b. Geocaching program - institute [policy](#) developed by Portland Parks and Rec
- c. Trail naming/numbering

**12. Wecoma Park** - small, neighborhood park

- a. Concrete wall removal to allow full court games
- b. ADA improvements

**13. Kids Park** - playground equipment rundown, deteriorating, requires substantial investment to bring to current standard, lightly used

**14. Regatta Park Open Space**

- a. Trail Maintenance “Friends Of” program was successful in Astoria with the “CHIP-in” program to assist Parks Maintenance staff to maintain the main trail system. 12-month commitment. Downside is it requires organizational time by LC Parks and Recreation staff or Parks Maintenance team in lieu of a paid “Volunteer Coordinator” position.
- b. Trail naming/numbering

**15. Spyglass Ridge Open Space**

- a. Trail Maintenance “Friends Of” program was successful in Astoria with the “CHIP-in” program to assist Parks Maintenance staff to maintain the main trail system. 12-month commitment. Downside is it requires organizational time by LC Parks and Recreation staff or Parks Maintenance team in lieu of a paid “Volunteer Coordinator” position.
- b. Geocaching program - institute [policy](#) developed by Portland Parks and Rec

- c. Trail naming/numbering
- 16. Lincoln City Community Center Park** - few enhancements identified
- 17. Dorchester Park** - limited space for expansion/modifications
- 18. Holmes Road Park** - small size, limited enhancement opportunities but dearth of amenities save one bench.
- 19. Sandpoint Park** - already well developed
- 20. Josephine Young Park** - already well developed
- 21. Seid Creek Open Space**
  - a. Parking rehabilitation