
Scope of Services:

ECWRPC will offer the Community in need of Technical Assistance support in updating their last planning document (if applicable) by providing guidance with the sections for the plan listed below:

<p style="text-align: center;">ECWRPC Comprehensive Outdoor Recreation Plan (CORP) - 5 Year Updates Technical Assistance Requests – (Members of the Commission)</p>
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A timeframe of approximately 3-5 days, or 40 hours will be used as a guide. Some larger communities may need additional time and assistance with the completion of their plan document. ECWRPC is dedicated to providing a document that can truly represent and guide the community in its recreational planning activities.

The Commission will provide assistance and offer advice with the following:

1. INTRO:

ECWRPC will provide new numbers for population trends and projections (tables) based off DOA estimates and Census numbers. Help in updating park and facility planning standards, general characteristics, background, etc.

2. RECREATION FACILITIES INVENTORY:

ECWRPC will review existing facilities provided in the old plan (if pertinent) and listing any new ones with accurate descriptions of each. Fieldwork will be necessary in providing an accurate listing of recreational resources that the community encompasses.

3. GOALS & OBJECTIVES:

ECWRPC will review present goals, revision and possible creation of new ones, based on Community / Public input. Staff will attend meetings where applicable and time allowing.

4. PUBLIC PARTICIPATION: ECWRPC will create a survey through our Constant Contacts or Survey Monkey website subscription and provide a link for the community's website or by email. Paper and manual input is also an option through this process and can be added in. Collection and analysis of results will be made available. Public Information Meetings may be set up at the discretion of the planner with regards to community size.

5. REVIEW OF NEEDS ASSESSMENT*: (10 acres public land per 1,000 residents)

ECWRPC will complete analysis to accommodate for:

- A. Level of service calculations. (walkability, etc.)
- B. Changes to the Park Impact Fee Law, Land, Location and Facility needs
- C. *Estimated Future Capital Costs of Park & Recreation Development based on recommendations
- D. 5 year Action Program, estimated costs* and priorities:

**Costs may or may not be included within the plan document based on Community input but may be needed if Stewardship funds are being applied for. Some recommendations are listed by a High, Medium or Low Priority and given a year in the table since price estimates vary by year.*

6. IDEAS & RECOMMENDATIONS:

East Central's role will be advisory in nature. We will provide input into possible locations of new parks and facilities with improvements to existing amenities when feasible. We will do our best to work with the park committee(s) on what they see as likely upgrades.

No actual site planning will be included in the technical assistance, ie Master Site Plan...a draft representation may be exhibited for a site to show the recommendation(s) as a future need.

7. MAPPING / EXHIBITS:

ECWRPC will update the Existing Park & Recreation Facilities Map or help in the creation of a new one. Provisions of other tables and graphics will be included as needed and time allowing.

PRINTING AND ASSEMBLING OF DOCUMENT, DELIVERABLES:

Copies of the plan may be provided through ECWRPC. Usually a minimal number of 12-15 is requested for final distribution. All documentation will be provided to the community for their own in-house printing if they so choose. Final document will be in MS Word and/or PDF formats for web viewing. Final copies will be forwarded to the DNR for their records.

Note: Taking photos of each site to incorporate into the plan is usually done in the inventory gathering stage and can be inserted within the document if the community so chooses.