

**Parks Advisory Committee  
November 10, 2003**

Members Present: Merle Bottge, Janet Alexander, Damien Gilbert, Emily Schue, and Steve Davis

Members Absent: John Rosselli and Johnny Medlin

Staff Present: Rich Fay, Jake Risley and Christine Johnson

Guests Present: Ollie Snowden, Public Works Director and Howard Schussler, Asst. Public Works Director

Merle Bottge, Chair, called the meeting to order at 5:35 p.m.

**I. Announcements/Agenda Modifications**

There were no announcements and two agenda modifications: Fay asked that, due to a lack of information, that the discussion item under the Park Managers Report regarding Baker Bay be pulled from the agenda. Bottge wanted to add a discussion regarding the revisions to the By-Laws.

**II. Approval of Minutes – October 13, 2003 Parks Advisory Committee Meetings**

Bottge asked that the minutes from the October 13, 2003 meeting be approved. Schue so moved, Davis seconded and the minutes were unanimously approved.

**III. Public Comment (Maximum of 20 Minutes)**

There was no public comment at this time.

**IV. Proposed Criteria for Donations, Acquiring or Divesting Property**

Fay distributed another draft criteria document, different than the one mailed to each Committee member that centers more on the sale of park property, which is our main focus for this meeting. Fay read the document to the Committee. Discussion followed including rewriting some of the items to be less ambiguous, defining exceptions to property within urban growth boundaries, remembering that depending on the piece of property, not all the criteria has to be met. One point that everyone agreed upon was that the sale of any parks property should go to Parks and not into the County's General Fund. Fay also felt that the money should not be spent on Park operations, but Capital Improvement Projects.

**Motion:** Davis moved that the "Draft Policy and Criteria for Sale of Excess Parks Property" be approved as presented. Gilbert seconded the motion, and discussion followed. It was decided to add the following sentence to the beginning of item #4: "Does it serve the needs of communities broader than the local neighborhood or municipality?" Ollie Snowden stated that we need to keep in mind that if there is no immediate need to sell a piece of parks property, that we should sit on that property for awhile. With Ocean Woods, there are two immediate opportunities, one is to reinvest the money, and the other is to partner with the City of Florence regarding the adjacent piece of property. The vote was unanimous in favor of the motion.

**Ocean Woods:**

Gilbert felt that when looking at the Ocean Woods property, it does not meet a majority of the criteria. Snowden stated that there has been no negative feedback from the Florence City Council on the sale of the Ocean Woods property and when they understood what we wanted to work out with the City of Florence and the other 160-acre site, there was no negative comments on that either.

**Motion:** Schue moved that this Committee recommend to the Board that the Parks Division's proposal to sell Ocean Woods and develop the other 160-acre property be approved by this Committee. Gilbert seconded the motion, and the vote was unanimous in favor.

#### V. **PAC By-Laws:**

Bottge asked to refer to the changes that Alexander drafted that were mailed out to everyone. The first change is under Article III. Officer. We would like to change election of officers from January, to December. The other changes would be under Article V. Meetings. Under Section 1., we would like to change the meeting time to the second Monday each month beginning at 5:30 p.m. Under Section 2., we would add to the place and hour, the date. And finally under Section 3., instead of the meeting ending by 9:30 p.m., we would change the language to read ...adjourn by the end of the second hour...

**Motion:** Gilbert moved that the Committee approve the proposed modifications to the By-Laws as presented. Davis seconded the motion, and the vote was unanimous in favor.

#### VI. **Park Manager's Report**

- **Capital Improvement Projects – Jake Risley:** Richardson Creek – is almost complete. The deadline for this project is December 31, 2003. Rip rap has been installed, native grass seed has been ordered, the project sign needs to be installed, and still need to order the native plant materials. Richardson Shelter – Cross bracings have been installed, currently working on installing the 4 x 8 fascia boards, and the power has been installed. Armitage and Perkins Master Plans – The Armitage layout is complete and Jake is currently working on the Perkins layout. The deadline for both master plans is December 31, 2003. Munsel Lake Vault Toilet – We received an Oregon State Marine Board grant to install a new vault toilet at this site. The toilet location has been staked out, will be requesting the permit, and then we will order the CXT. Perkins Boating Improvements - We received an Oregon State Marine Board grant to renovate the boating facilities at Perkins Peninsula Park. The timing of this project has to occur when the water levels are down, so will be looking at next fall to do this project.

- **Ocean Woods:** Discussed in item IV. above.

#### VII. **Good of the Order**

There was nothing presented for the Good of the Order.

#### VIII. **Adjournment:**

As there was no further business, the meeting was adjourned at approximately 6:30 p.m.

Submitted by Christine Johnson, Secretary