

Lane County Parks Advisory Committee

July 10, 2017

Meeting Summary

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The recorded minutes are available on the Parks Advisory Committee website:
<http://www.lanecounty.org/cms/One.aspx?portalId=3585881&pageId=4279856>

Members Present: Wayne Lemler, Greg Hyde, Pat Bradshaw, Kevin Shanley, Jim Mayo, Alan Murphy, Janis Ross

Members Absent: Mary Brorby, Carl Stiefbold, Jeff Gaulton, Terry Ney, Holly Stanley, Nicholas Alviani, Mary Moore, Helen Oldfield, Marie Swarrigim

Staff Present: Tim Elsea, Mike Russell, Charlie Conrad

Guests Present: Tom Bolden (Elmira Cross Country)

Chair Lemler called the meeting to order at 6:02 p.m.

00:01:14 **PUBLIC COMMENT**

-None

00:01:40 **AGENDA ADDITIONS/CHANGES/MODIFICATIONS**

-Tobacco Free Public Awareness and Communication Plan added under Old Business

-Staff updates – Archie Knowles added under Old Business

00:02:58 **ASSIGNMENT REVIEW**

00:03:28 **REVIEW AND APPROVAL OF MEETING SUMMARY**

-June 8th summary – passed unanimously

-June 12th summary – passed unanimously

00:05:20 **LARGE EVENT OVERSIGHT GROUP**

Score Overview

Charlie Conrad reviewed the combined overall scores for each event including: averages, mode and ranges. The Hike for the Homeless application was withdrawn because the applicant didn't feel there wasn't enough time to organize a quality event.

- Zumwalt Camping and the 4th of July Fireworks were the two lowest scoring events, each averaged below the 67 point minimum threshold.
- No event had more than 3 triggers, and only one event was scored with 3 triggers, and that was by one scorer. Several events were scored without having any triggers.
- Twelve committee members submitted scores.

00:11:35

APPLICATION SCORING DISCUSSION/RECOMMENDATIONS

The Committee discussed the process and options on how to evaluate and recommend to the Board of County Commissioners (BCC) whether an event should or shouldn't be held. Possible options discussed include:

- Making a decision jointly, by majority vote or arriving at a consensus.
- Making a motion on each event to either recommend or not recommend an event be held.
- Evaluating events using a compilation of average scores, individual scores, triggers and committee member concerns.

The Committee discussed the assessment tool and whether or not the scores accurately reflect the events. Some of the comments include:

- Pat Bradshaw said the threshold needs to be examined based on his experience with Zumwalt Camping event running without issue and the fact that it scores low.
- Wayne Lemler said the assessment tool needs to be accurate for the event.

Kevin Shanley said scores above minimum and fewer than threshold triggers don't warrant much discussion. Events that don't meet the minimum and/or have too many triggers warrant more discussion.

Consensus is that the oversight group will use a combination of average score, individual scores, number of triggers and any other concerns to determine recommendation to BCC.

Wayne Lemler asked what will happen to events that score below the 67 point threshold or exceed the number of triggers. After a brief discussion, the committee agreed to not come to a "group" consensus on scores, but will use average and individual scores to make a motion, and that each event will be discussed individually.

Kevin Shanley opined that prior to looking at changing the minimum score on the assessment tool, the Committee should examine how questions were answered and weighted.

After the discussion, Wayne Lemler asked if there were any motions regarding the events.

- 00:32:45 Greg Hyde moved and Kevin Shanley seconded that the Committee recommend to the BCC that the Mushroom Festival be approved.
- 00:33:35 Motion passed unanimously.
- 00:33:40 Kevin Shanley moved and Jim Mayo seconded that the Committee recommend to the BCC that the Play in the Rain event be approved.
- 00:34:28 Motion passed unanimously.
- Tom Bolden from Elmira Cross Country reviewed proposed cross country event at Orchard Point, which is an alternative site for the event which is scheduled at the Oregon Country Fair Grounds (OCF). Orchard Point is used when weather conditions prohibit using OCF. The event was last held at Orchard Point in 2013. Last year they were uncertain if they would be able to hold it at OCF and tried to schedule Orchard Point at the last minute. The event is always held the 3rd Wednesday of Oct, which is after the park closes and wouldn't pose any issues with other people using the park.
- 00:41:30 Wayne Lemler commented on how to define a quorum for this committee. He stated there were 12 scorers, and 7 were present at the meeting. In his opinion as Chair, a quorum is present. It was decided that a quorum is established from the count of the participants (00:42:03). There weren't any objections by the committee to the procedural decision.
- Discussion returned to the Elmira Cross Country Event.
- 00:48:22 The Committee briefly discussed recurring events and how long an event can be approved and if an event can be approved for multiple years after several successful applications and events. Wayne Lemler decided not to make a decision on how to handle recurring events during this meeting.
- 00:51:00 Discussion returned to the Elmira Cross Country Event.
- 00:51:32 Pat Bradshaw moved and Greg Hyde seconded that the Committee recommend to the BCC that the Elmira Cross Country Event be approved.
- 00:52:05 Motion passed unanimously.
- 00:53:12 The Committee discussed Zumwalt Camping's average score, which is below the 67 point threshold. The group consensus is that Zumwalt Camping is a successful event that should continue.
- 00:55:24 Tim Elsea said he feels it is entirely appropriate for this event to go on which is shown by the fact that it has been going on for 25 years. In this case it could be the scoring tool is

appropriate for most events, but that some events may be outliers which would come back to this committee [to review], or it could be that the committee could choose to tweak the scoring tool to ensure that these types of events are approved because we know they have been successful. One option is to allow the committee more leeway for events that have been successful for a certain number of years.

Wayne Lemler stated that every year the assessment tool will be reviewed for possible changes.

The Committee discussed the scoring tool and options by which the tool could be changed or altered including: changing the “weight” of individual questions or asking/not asking certain questions.

- 01:07:07 Mike Russell characterized the 4th of July fireworks show at Fern Ridge as a good event, with more people than anticipated in attendance.
- 01:07:40 Pat Bradshaw recommended approving both Zumwalt and the 4th of July events for next year. Greg Hyde said he would feel comfortable recommending approval for both events with an explanation [to the BCC] of why they are being recommended even without passing the test [minimum threshold].
- 01:09:04 Tim Elsea suggested another option is to not go against the scoring criteria yet, and just move forward with the three [recommended events], but let the BCC know that the committee feels these [Zumwalt Camping and 4th of July] are good events and should meet the scoring criteria, and the committee will be meeting, and the BCC should expect to see some changes coming forth.
- 01:09:55 The Committee discussed whether or not to recommend approval of Zumwalt Camping and the 4th of July events to the BCC.
- 01:10:45 Charlie Conrad brought up the timeline of staff working on the Zumwalt Camping event and concerns about the impact to staff of not knowing whether or not the event will take place in 2018.
- 01:11:26 Wayne Lemler suggested the Committee tell the BCC that at this time the Committee is neither for nor against Zumwalt or the 4th of July and that the Committee will reevaluate the assessment tool this fall.
- 01:12:35 Wayne Lemler reviewed the two options of either letting the BCC know the Committee is not ready to make a recommendation on the two events, or letting the BCC know that the Committee is alright with recommending to the BCC that the two events be approved, but that the assessment tool needs some work.
- 01:14:00 Mike Russell summed up Charlie Conrad’s comments that until a decision is made the City of Veneta is in limbo as to whether or not the Zumwalt Camping event will be held.

01:15:47 Pat Bradshaw moved and Kevin Shanley seconded that the Committee recommend to the BCC that Zumwalt Camping event be approved [for 2018].

01:16:15 Motion passed unanimously.

01:16:32 Pat Bradshaw moved and Jim Mayo seconded that the Committee recommend to the BCC that the 4th of July event be approved [for 2018].

Motion discussed-Janis Ross asked about any time considerations for this event. Mike Russell replied that Parks usually signs a contract in January/February and agreed that there is time regarding deciding on that event.

01:18:09 Motion passed unanimously.

In response to the timeline, Mike Russell said the Board packet is expected to be on the BCC's agenda in late August early September.

As a result of the ongoing discussion, the assessment tool sub-committee is expected to reconvene no sooner than September to evaluate the scoring criteria and to look at how the questions are weighted, how they should be answered etc.

Wayne Lemler asked that committee members identify their individual concerns and send them to staff to be compiled and presented so that the concerns can be addressed by the sub-committee during their scoring criteria discussions.

01:23:12 **OLD BUSINESS**

Mike Russell provided a review of Parks booth at the County Fair and how the Master Plan process will be incorporated into it. PAC and Task force member are being asked to volunteer.

MIG continues to provide information from the public process and wants to conduct a joint meeting to discuss the public feedback, next steps and present an outline of a the revised draft. This meeting is scheduled for August 14.

01:28:35 Tobacco Free Public Awareness Plan:

Mike Russell passed out and reviewed the Tobacco Free Public Awareness and Communication Plan. In July 2018 Parks will begin enforcing the rule. When the rule is being enforced, if voluntary compliance is not gained then citations will be issued. Current focus is on education and communication of the new rule and that is what the next 12 months will be focused on.

Signs have been ordered and will be posted at parks; most visited parks first and then posting less visited parks at least on the entry gates. The goal is to have all signs posted the week of August 7th.

Smoking permitted sites have been identified in campgrounds and the reservation system has been updated. Notices will be supplied to campground caretakers and they will be asked to provide friendly reminders - they do not enforce the rule.

Rangers have contacted and informed park visitors about the new rule without issues so far.

Staff Updates:

Mike Russell reviewed activity at Archie Knowles. People are camping and using the park, the reception is still positive. The park was closed during the winter due to high water levels which impact the septic system.

Kevin Shanley asked about the Electronic Parking App and Mike Russell replied that the County Technical Services is doing a business case. There currently is no timeline.

Parks is in the beginning stages of a pilot project to change the Mt. Pisgah fee machine to a credit card only fee machine.

Pat Bradshaw asked about the Mapleton Boat Ramp. Mike Russell replied that the plan is to dredge it before the fall. The regulatory permits have been obtained, but that permits are needed from Land Management Division. The primary issue is where to place the dredged material, which needs to be in the 2 year floodway.

The HBRA North Trailhead parking lot – the 70% plans done and the current estimate is \$125,000. Parks is exploring ways to bring the costs down and will be meeting with the stakeholder group later this week to discuss the estimate.

1:59:36

Meeting adjourned – 8:01 PM