



PARKS ADVISORY COMMITTEE

AGENDA

Monday, November 5, 2018



5:30 pm
6:00pm

Dinner (Committee/Staff) – Staff breakroom
Public Meeting Session - Goodpasture Rm.

Customer Service Building
3050 N. Delta Hwy., Eugene, OR 97408

PAC Meeting

- I. **Introductions** – (5 min.)
- II. **Public Comment** – (up to 10 min.)
- III. **Assignment Review** – all (5 min.)
- IV. **Review of Meeting Summary** – All (2 min.)
- V. **North Jetty (Blake Helm – BLM)** (15 min.)
- VI. **Parks & Open Space Master Plan** (15 min.)
 - 1) Timeline for Adoption into County RCP
 - i. Joint Planning Commission/PAC Hearing – November 6
 - ii. First Reading to Board of Commissioners – December 4
 - iii. Second Reading to Board of Commissioners – December 18
- VII. **HBRA Habitat Management Plan & HBRA Master Plan** (15 min.)
 - 1) Timeline for Adoption into County RCP
 - i. Joint Planning Commission/PAC Hearing – November 6
 - ii. First Reading to Board of Commissioners – December 4
 - iii. Second Reading to Board of Commissioners – December 18
- VIII. **Staff Updates/Reports** – (30 min.)
 - 1) Hendrick's Bridge Boat Ramp
 - 2) Armitage Phase 2 Expansion
 - 3) Willamette Confluence Preserve Transfer
 - 4) Parks Atlas and Infrastructure Mapping
 - 5) Orchard Point Marina
 - 6) Webcam at HBRA
- IX. **Old Business** – All (25 min.)
 - 1) HBRA Dog Policy
 - 2) LE Oversight Committee Application Process
 - 3) Facility Condition Assessment
 - 4) Economic Impact Study
- X. **New Business** – All (15 min.)
 - 1) Supplemental 2 Carryover
 - 2) CIP
 - 3) Action Plan Discussion
 - 4) PAC Member Terms
- XI. **Open** – All (5 min.)
- XII. **Operations Report** – (10 min.)

XIII. Meeting Wrap-up/Assignments – (5 min.)

XIV. Adjourn

2018 Meeting Dates:

JANUARY 8

MAY 14

SEPTEMBER 10

FEBRUARY 12

JUNE 11

OCTOBER 8

MARCH 12

JULY NO MEETING

NOVEMBER 5

APRIL 9

AUGUST NO MEETING

DECEMBER 10

Lane County Parks Advisory

October 08, 2018
Meeting Summary

**This written indexed summary of minutes is provided as a courtesy to the reader.
The recorded minutes created pursuant to ORS 192.650(1) are the official minutes of this body under Oregon law.**

The recorded minutes are available on the Parks Advisory Committee website:

<http://www.lanecounty.org/Departments/PW/Parks/Pages/pac.aspx>

Members Present: Wayne Lemler, Kevin Shanley, Greg Hyde, Ashley Adelman, Pat Bradshaw, Jim Mayo
Members Absent: Carl Stiefbold
Staff Present: Brett Henry, Dan Hurley, Ed Alverson, Sam Fox, Devon Ashbridge
Guests Present: Lauren Schmidt, MIG

Chair Lemler called the meeting to order at 6:03 p.m.

00:00:15 Introductions

00:01:00 Public Comment

- Pat Hoover, Jesse Dobson

00:06:20 Assignment Review

- None

00:06:35 Review of September 10, 2018 Meeting Summary

- No Changes. Approved as written.

00:05:42 Additions/Changes/Modifications

- Conrad: Hand out HBRA Survey results, and update committee information contact forms
- Lemler: Clarification regarding committee term limits and renewals

00:07:40 Parks & Open Space Master Plan

- Lauren Schmidt of MIG gave a presentation of the most recent Parks & Open Space Master Plan to committee members so they could provide comment. Feedback will be incorporated into the final draft document before being finalized for adoption by the Board in December. Members agreed to accept the inclusiveness of the report without any additions or changes and to move the document plan forward.

Lane County Parks Advisory

October 08, 2018

Meeting Summary

00:54:30 HBRA Habitat Management Plan

- Alverson reviewed the goals of the Plan that was presented to the Board on September 11th. Alverson reported that the Plan was well received by the Board and there were no changes or modifications as a result, and adoption of the Habitat Management Plan is intended to follow the same timeline as the Master Plan.
- Alverson informed members of a 40 acre prescribed burn that occurred on Oct. 3rd. The purpose of the burn was to enhance prairie and savanna habitats within the Howard Buford Recreation Area. Drone footage of the burn is available.

01:05:25 Staff Reports

- Market Fee Analysis – Matrix Consulting has been hired to conduct a fee analysis to include camping, marina, picnic shelters, Camp Lane, day use parking, etc. Matrix will conduct the marina study first to assist the parks office in preparing for the moorage season which begins in early January. Results for other areas of the study will follow in early spring 2019.
- Mobile Parking App – Parks is working with Passport to establish a mobile app payment opportunity to park locations with cell coverage. 42 of 68 park locations in the system will be able to take advantage of this app. Passport will not replace any of the current options to pay for parking, but will be an additional way for park users to comply with parking requirements.
- Orchard Point Revetment – Maintenance staff is working through the permitting process with the Corps of Engineers to repair broken concrete and to cover exposed rebar along the revetment on the day use side of this park. Permit approval is expected in November, and once a contractor is secured, the work will commence through the winter months while water levels are lowest and the park is closed for the season. Project completion is planned for February 2019.
- HBRA Dog Policy – Parks staff is looking into consulting with a third party mediator to work with park users, the Friends of Buford Park, the Sheriff's Posse, and Mt. Pisgah Arboretum to review the dog policy to seek common ground and provide clarification and consistency on this issue.

01:23:55 Old Business

- Economic Impact Study – Henry recognizes that the department does not currently have funding and staffing resources to implement the proposed Parks Master Plan so he is working towards a business plan to better plan for the future of Parks. Henry is talking with various consultants and OPRD staff to review their processes.
- Proposed CG Expansion Scoring – Discussion detailing project matrix scoring parks staff used to evaluate expansion plans between Armitage Park and Harbor Vista campgrounds as requested at a prior meeting.
- Park Tour – recap of last month's McKenzie River park location tour. Discussion on a river trail for that area.

Lane County Parks Advisory

October 08, 2018
Meeting Summary

01:48:45 New Business – Large Event Oversight Committee Application Process

- Member resignation forces review of recruitment process. Discussion ensued. Members will check their previous meeting notes for details. Henry will add this item to next months' agenda for continued discussion.

01:51:00 Open

- Bradshaw – table and fire pit at Ada park
- Mayo – coordination at Hayden Bridge park with Workin' Bridges on old railroad bridge

01:58:00 Operations Report

- Monthly report included in agenda packet for review prior to the meeting. Hyde offered comments on potential natural resource opportunities at Hileman Landing through work parties listed on the report.

02:03:25 Meeting Wrap-up/Assignments

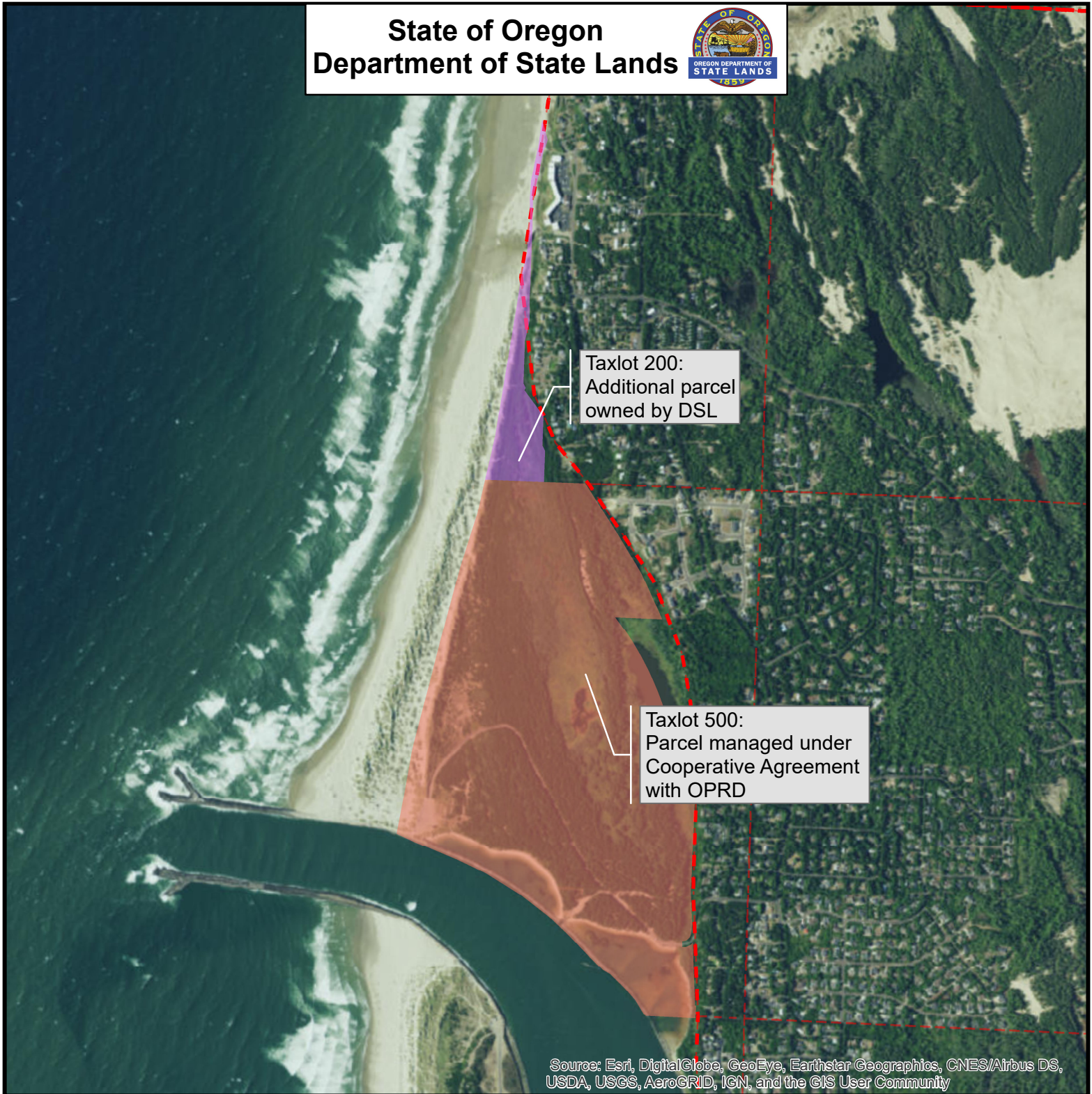
- Henry to further research the recruitment process for filling vacancies on the Large Events Oversight Committee.

02:03:45 Adjourn – Meeting ended at 7:53 p.m.

The next meeting is scheduled for November 5, 2018.

(Note: November meeting is one week earlier due to observance of Veteran's Day)

State of Oregon
Department of State Lands



Taxlot 200:
Additional parcel
owned by DSL

Taxlot 500:
Parcel managed under
Cooperative Agreement
with OPRD

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

EXHIBIT A

**T18S, R12W, Sec. 4 & 9, Tax lot 200 & 500
Siuslaw River, Lane County**

2016 Aerial Photo

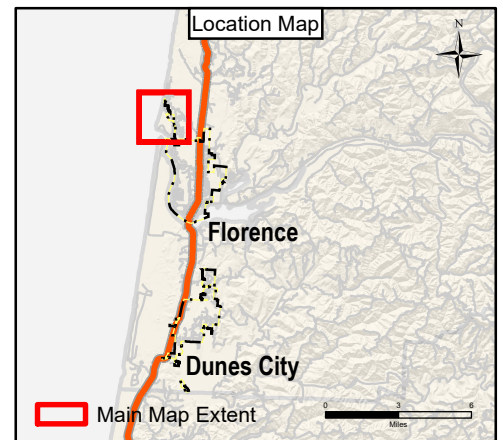
This map depicts the approximate location and extent of a Department of State Lands Proprietary authorization for use. This product is for informational purposes only and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

0 500 1,000
Feet



Map Projection:
Oregon Statewide Lambert
Datum NAD83
International Feet

State of Oregon
Department of State Lands
775 Summer St NE, Suite 100
Salem, OR 97301
503-986-5200
www.oregon.gov/DSL
Date: 4/20/2017



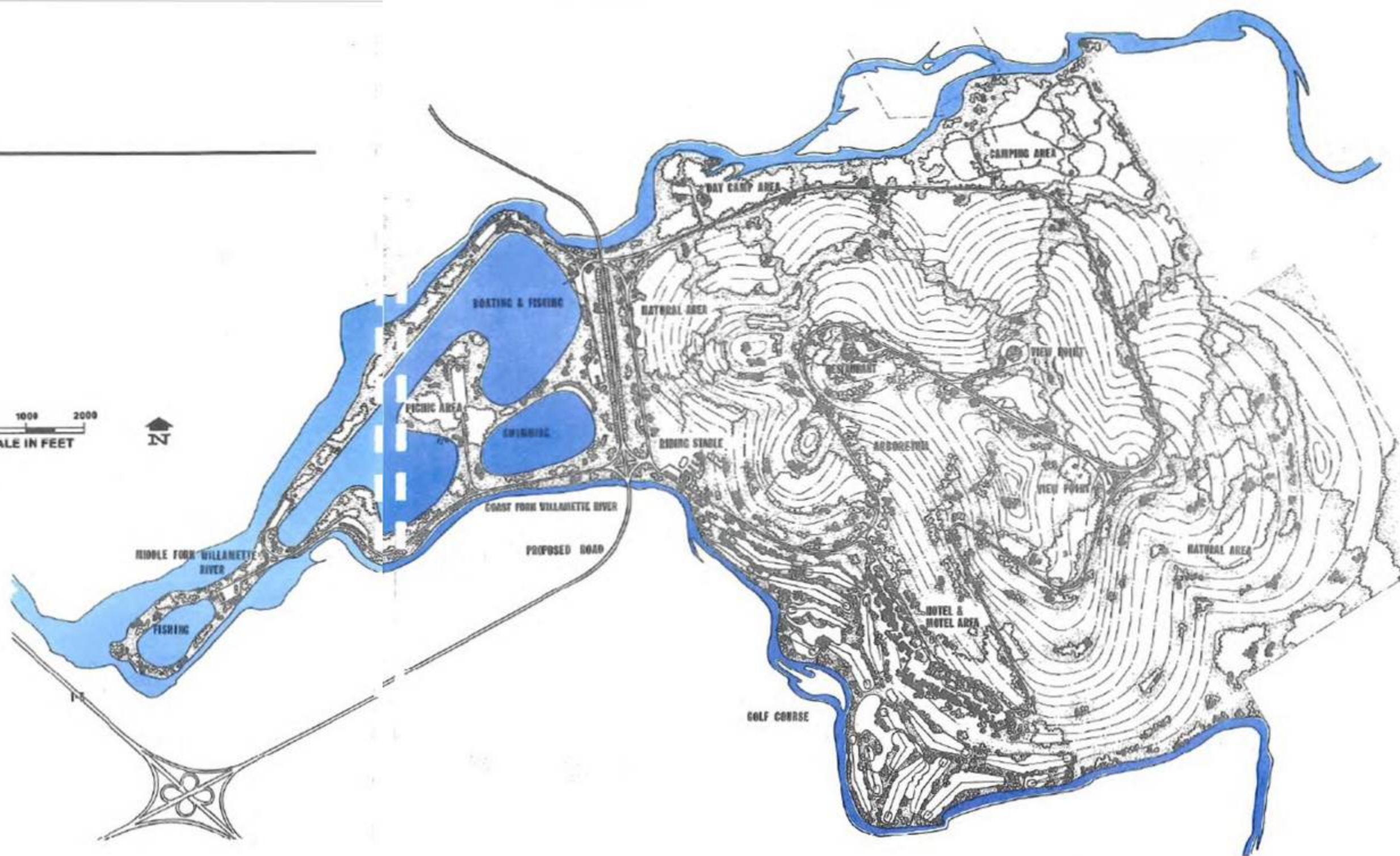
MOUNT PISGAH STATE PARK

The largest Hill Park in the Central Lane Region would be the proposed 3,540-acre Mount Pisgah State Park. Mount Pisgah lies at the confluence of the Coast and Middle forks of the Willamette River. It is a major visual feature in the Upper Willamette Valley, and offers wide panoramic views from its slopes and crest.

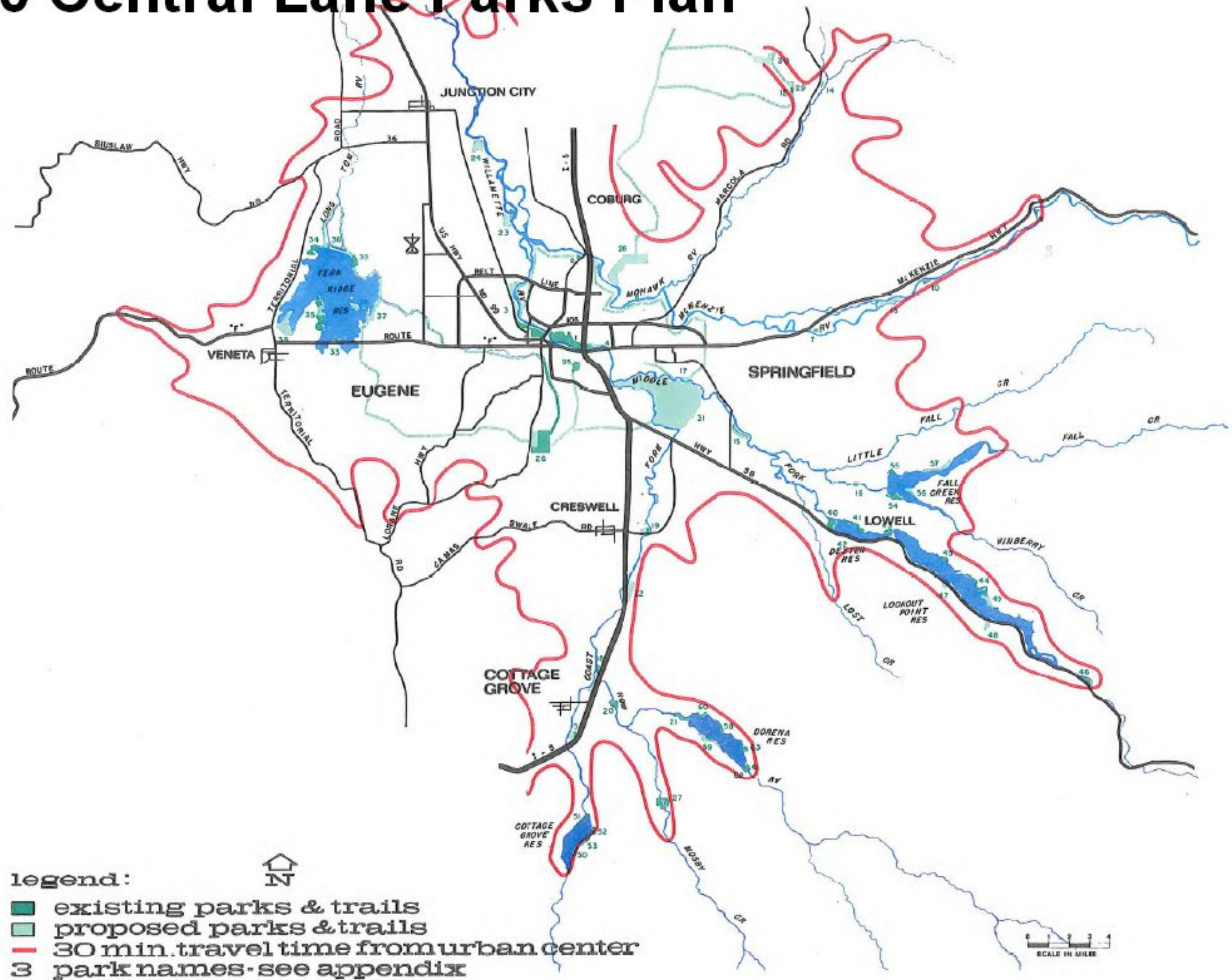
The proposed Mount Pisgah State Park site enjoys six miles of riverfront, a varied and interesting range of vegetation, and a variety of landforms.

Mount Pisgah State Park would provide large-scale facilities for a broad range of outdoor recreation activities including swimming, boating, camping, picnicking, hiking and riding, as well as overnight and vacation resort facilities for tourists.

0 1000 2000
SCALE IN FEET



1970 Central Lane Parks Plan

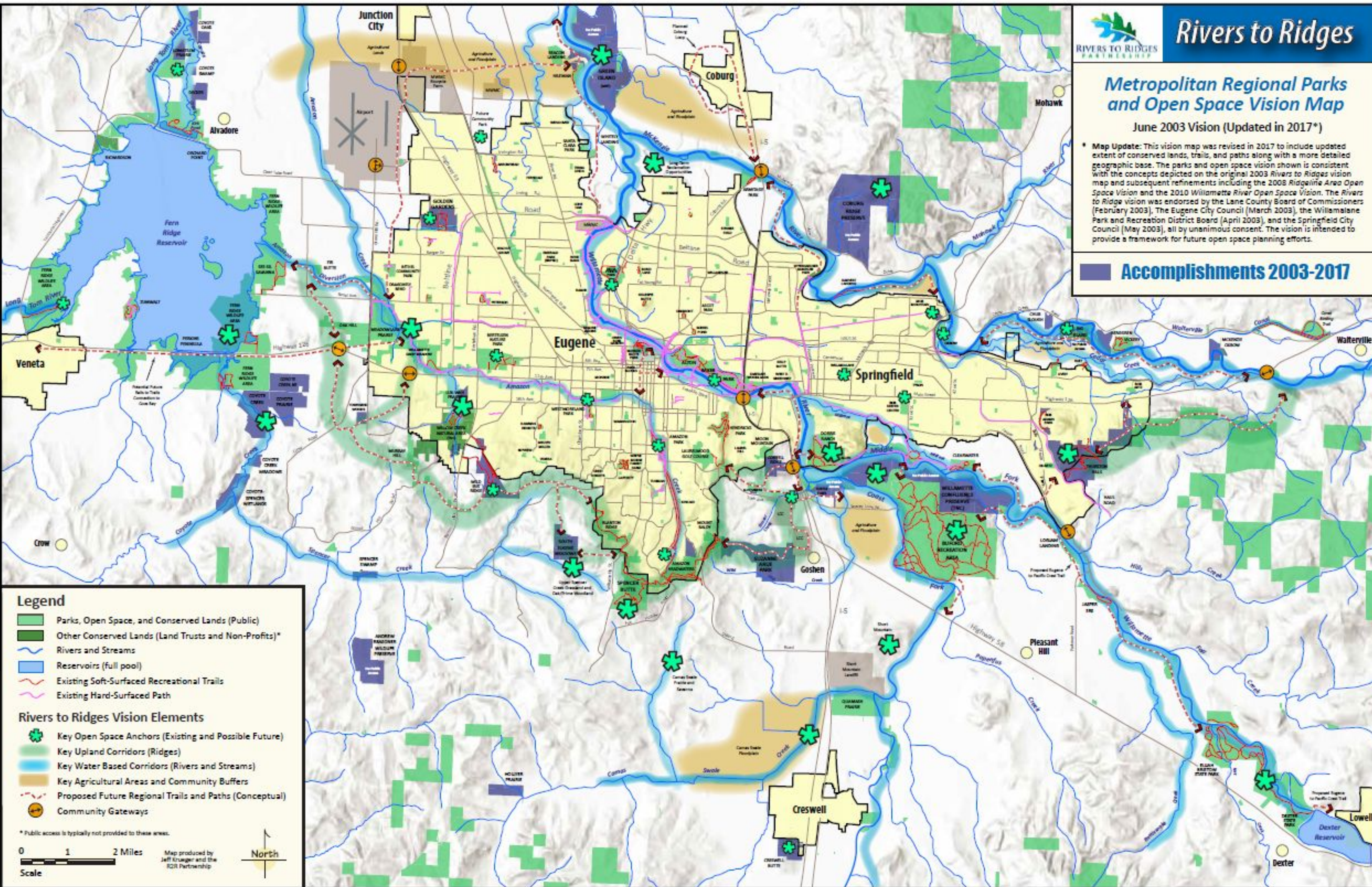


Metropolitan Regional Parks and Open Space Vision Map

June 2003 Vision (Updated in 2017*)

* **Map Update:** This vision map was revised in 2017 to include updated extent of conserved lands, trails, and paths along with a more detailed geographic base. The parks and open space vision shown is consistent with the concepts depicted on the original 2003 Rivers to Ridges vision map and subsequent refinements including the 2008 Ridgeline Area Open Space Vision and the 2010 Willamette River Open Space Vision. The Rivers to Ridges vision was endorsed by the Lane County Board of Commissioners (February 2003), The Eugene City Council (March 2003), the Willamalane Park and Recreation District Board (April 2003), and the Springfield City Council (May 2003), all by unanimous consent. The vision is intended to provide a framework for future open space planning efforts.

Accomplishments 2003-2017



Legend

- Parks, Open Space, and Conserved Lands (Public)
- Other Conserved Lands (Land Trusts and Non-Profits)*
- Rivers and Streams
- Reservoirs (full pool)
- Existing Soft-Surfaced Recreational Trails
- Existing Hard-Surfaced Path

Rivers to Ridges Vision Elements

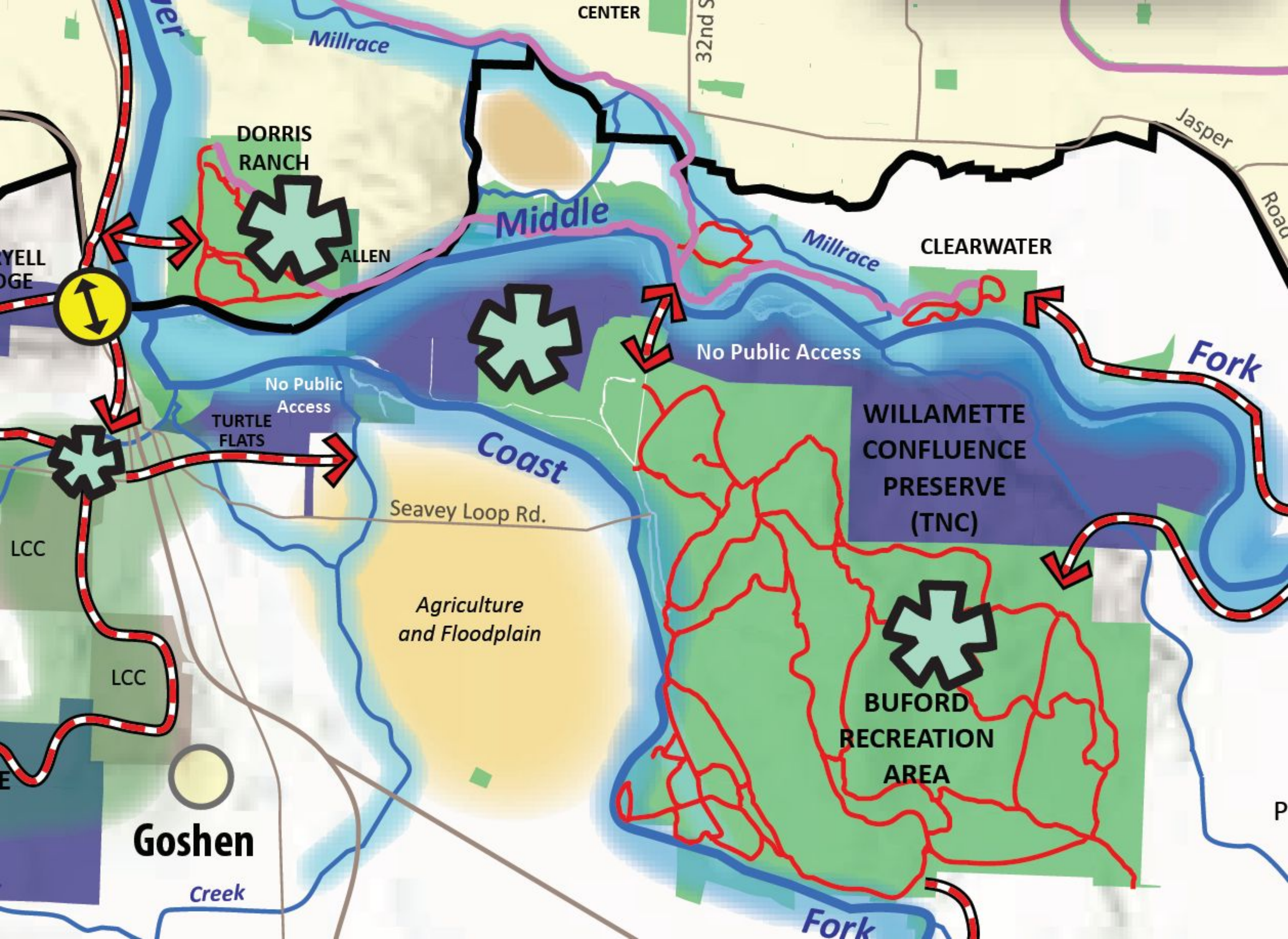
- ✱ Key Open Space Anchors (Existing and Possible Future)
- Key Upland Corridors (Ridges)
- Key Water Based Corridors (Rivers and Streams)
- Key Agricultural Areas and Community Buffers
- Proposed Future Regional Trails and Paths (Conceptual)
- Community Gateways

* Public access is typically not provided to these areas.

0 1 2 Miles
Scale

Map produced by
Jeff Krueger and the
R2R Partnership

North



Appendix G

Parks Advisory Committee/Stakeholder Event Review and Oversight Group

Goal

To encourage stakeholder involvement and provide transparency in the review of large events proposed to be held in Lane County Parks.

Charge

Parks Advisory Committee (PAC) draws on stakeholders to form the PAC/Stakeholder Event Review and Oversight Group. The PAC/Stakeholder Group reviews event applications, applies criteria developed by the Large Events Task Force and approved by the Board of County Commissioner (BCC) in order to recommend to BCC the approval or denial of all large events (those with 1,000 or more total participants) and selected smaller high-impact events proposed to occur in Lane County Parks.

Process

Step 1: Lane County Parks Manager & staff consider applications.

The LCP manager and staff consider applications and decide to move an event application forward to Step 2, or provide feedback to the event organizer for improvement of the application, or deny the application and remove it from further consideration. The manager and staff also exercise judgement to determine which smaller events should be reviewed by the PAC/Stakeholder Group. In making such a determination about smaller events, the LCP manager and staff are guided by the appropriateness of the event and its potential impact based on the criteria developed by LETF and approved by the BCC.

Step 2: PAC/Stakeholder Group considers applications

The PAC distributes applications along with master plans and any other relevant documents and schedules a meeting of the PAC/Stakeholder Group to consider applications and apply an assessment tool. Meetings are expected to occur at most 2-3 times each year and are scheduled well in advance to encourage participation. All relevant stakeholder groups are made aware of scheduled meetings and are provided an opportunity to comment. Members of the PAC/Stakeholder Group vote and discuss as equals, whether part of PAC or the stakeholder community. Decisions are reached via majority vote of a 2/3 quorum of combined PAC and stakeholder group. The PAC/Stakeholder Group's recommendations are forwarded to BCC for approval.

First year considerations

In the first year, the PAC/Stakeholder Group and LCP develop an assessment tool based on criteria developed by LETF and approved by the BCC. The assessment tool may need to be assessed and refined over time as experience is gained. In this first year, PAC makes a particular effort to include members of the Large Events Task Force since those individuals have useful background and experience.

Chair & Membership

PAC reviews applications from individuals interested in serving on the PAC/Stakeholder Group and recommends stakeholder appointments to BCC for approval. Stakeholders serve staggered two-year terms and may be reappointed. It is intended that this process be modeled after that used to recommend and appoint PAC members-at-large. When considering a park not already represented on the PAC/Stakeholder Group, two neighbors and up to two non-profits are invited to join as voting members for the consideration of that one park. For example, if Zumwalt is under consideration but nobody from

that area is on the PAC/Stakeholder Group, then two neighbors from the Zumwalt area are invited to join in discussion and voting concerning events at Zumwalt.

The Chair of the PAC also chairs the PAC/Stakeholder Group.

Membership

Parks Advisory Committee (full membership)

Stakeholders

- | | | |
|---|---|--------------------------|
| 1. Event expertise | 1 representative | |
| 2. Economic impact | 1 representative | (e.g., tourism, lodging) |
| 3. Environmental impact | 1 representative | |
| 4. At-large parks pass holder | 1 representative | |
| 5. Neighborhood impact | 2 representatives associated with each park under consideration | |
| 6. Non-profit organizations or volunteer stewardship groups | 2 representatives associated with each park under consideration | |

FY19 Project list

FY18 Carryover Total \$ 390,652

| Project | Amount | Matrix Score | Master Plan | |
|------------------------------------|---------------------|--------------|-------------|------------|
| | | | Goal(s) | Strategies |
| Priority Projects | | | | |
| Orchard Point Revetment | \$ 32,000 | 6.26 | | |
| Baker Bay Caretaker House | \$ 200,000 | 5.22 | | |
| Harbor Vista Cabin | \$ 25,000 | 4.92 | | |
| Matching Grant Funds | \$ 15,000 | | | |
| Heceta Beach Parking lot expansion | \$ 20,000 | 5.74 | | |
| HBRA N. Trailhead Parking Lot | \$ 13,000 | | | |
| Pump maintenance program | \$ 65,000 | | | |
| Reserves | \$ 20,000 | | | |
| Sub-total | \$390,000 | | | |
| Secondary Projects | | | | |
| Heceta Beach Restroom Replacement | \$ 70,000 | 5 | | |
| Harbor Vista Cabins (2) | \$ 50,000 | 4.92 | | |
| Richardson Park Fee Machine | \$ 11,100 | | | |
| Perkins Peninsula Fee Machine | \$ 11,100 | | | |
| Sub-total | \$ 142,200 | | | |
| Tertiary Projects | | | | |
| Orchard Point E-dock Replacement | \$ 200,000 | 4.52 | | |
| Camp Lane Cabin | \$ 25,000 | 4.44 | | |
| Baker Bay Marina replacement | \$ 300,000 | | | |
| Armitage Phase 2 Expansion | \$ 1,200,000 | 5.16 | | |
| Harbor Vista - Phase 2 Expansion | | 4.92 | | |
| Fern Ridge Sewer System Upgrade | | 4.44 | | |
| Hendricks Bridge Boat Ramp | | 4.32 | | |
| Triangle Lake Transient Dock | | 4.08 | | |
| Konnie Memorial Redevelopment | | 4.88 | | |
| Sub-total | \$ 1,725,000 | | | |

[illegible]

| Acct | Comments |
|--------|---|
| | |
| 522320 | 3 bids - all less than \$35K; waiting on Corps CE, due in Nov |
| 522320 | Project will include displacement costs |
| 522529 | Add 3 cabins |
| 512111 | Natural Areas matching grant funds |
| 522529 | Expand parking lot, add approx. 14 spaces |
| 522320 | Finish parking lot |
| 512354 | Establish regular pump maintenance program |
| | Deposit funds into reserves |
| | |
| | |
| 522320 | Replace double vault bathroom |
| | |
| 521710 | Install Credit Card only fee machine |
| 521710 | Install Credit Card only fee machine |
| | |
| | |
| 522320 | Working on refining cost |
| 522529 | Add cabin |
| 522320 | Replace and expand Baker Bay Marina |
| 522320 | Final cost approx. \$1M, set funds aside for match |
| 522320 | Connect loop to sewer |
| 522320 | Upgrade sewage lagoon |
| 522529 | Finish boat ramp project |
| 522320 | Replace transient dock |
| 522320 | redevelopment park into campground |
| | |

| Lane County - Capital Improvement Plan FY 19-20 Submission PrePlanning Stage | | | |
|--|--------------|-----------------------|------------------------------|
| Project Name | | | |
| Department: | Public Works | Project Category: | Facilities |
| Contact: | Brett Henry | Project Location: | Baker Bay (Dorena Reservoir) |
| Fund: | 216 | Projected Start Date: | Winter 2019 |
| Project Description | | | |
| The Baker Bay Campground caretaker house and concession stand are failing and will be replaced. | | | |
| Project Justification | | | |
| A recently conducted home inspection identified serious safety issues and failing structural support. The house is unsafe to live in and our caretakers have moved to a nearby rental. | | | |
| Project Cost & Resources Information | | | |
| Total costs to tear down and rebuild/replace the house and concession stand are unknown. \$200,000 in FY18 carryover will be used to fund the project. | | | |

| | | |
|------------------------------------|-----|---------|
| Potential Operating Cost Impacts: | YES | NO - XX |
| Potential Countywide Cost Impacts: | YES | NO - XX |

Project Name: Descriptive Name of Project

Department: For non-countywide projects, identify specific department. For countywide projects, identify department responsible for management (for example: Public Works for Fleet; TS for network/technology).

Contact Name: Who is lead for the projects. Include Ext #

Fund: Identify the Fund responsible for funding the project. If Countywide expense, identify the internal service fund for expenses occur.

Project Category: Options for FY 18-19 Plan are **Roads, Facilities, Technology, Fleet, Waste Management, Parks.**

Project Location: Be as specific as possible. Examples would be a county building, such as Public Service Bldg., or a street location.

Projected Start Date: Fiscal year projected for project start, if known.

Project Description: Provide a description of the full scope of the project with a brief summary of the timeline to completion.

Project Justification: Why is this project needed? Include information on how this project relates to the County Strategic Plan or other BCC Adopted Plan or policy.

Project Cost & Resources Information: Must exceed \$50,000 for FY 18-19 Plan Submission. Consider the following in discussion: Existing revenue sources, including whether revenue consists of grants or other outside sources; Reserves: identify amount of existing (or future) reserves that will be used on project; Other: Identify other potential sources of revenue - including new revenue or sale of bonds, tax measures, etc. If a Bond has been identified, indicate whether it is a limited tax (using existing resources) or general obligation (needs a separate tax to support repayment) that is needed. how the bond payments will be repaid.

Projected Operating Cost Impacts? Highlight the appropriate answer (YES/NO) Consider whether changes in operating budget costs may result from Project. For example: Will utility savings occur? Will additional maintenance staff be needed to maintain a building? Will using revenue to pay a bond payment decrease funding available for operations? Will rental expenses be increased or decreased? Will level of personnel needed to provide a service be increased or decreased?

Projected Countywide Cost Impact? Highlight the appropriate answer (YES/NO) Consider whether costs will be incurred countywide as a result of this project. For example, if Technology Services were to remodel the data center, this would increase countywide costs due to TS increasing indirect charges to departments.

| Lane County - Capital Improvement Plan FY 19-20 Submission <i>PrePlanning Stage</i> | | | |
|---|--------------|-----------------------|--------------------------|
| Project Name | | | |
| Department: | Public Works | Project Category: | Facilities |
| Contact: | Brett Henry | Project Location: | Armitage Park Campground |
| Fund: | 216 | Projected Start Date: | Sept. 1, 2018 |
| Project Description | | | |
| Armitage Park Campground will be expanded by approximately 20-30 sites. This phase is to conduct the design engineering. | | | |
| Project Justification | | | |
| Armitage Park Campground is a year-round campground with an annual occupancy of approximately 70 percent, which peaks to 90 percent during the summer (100 percent on the weekends). Adding 20 - 30 sites would nearly double the capacity; meet a community need, and add significant recurring revenue to the Parks Division. | | | |
| Project Cost & Resources Information | | | |
| Total projects costs are estimated to be \$1.1 million. Grant funds and SDC funds will be used during the construction phase. \$100,000 from one-time revenue derived from real estate sales in 2017 will be used to fund the design engineer phase. | | | |

| | | |
|------------------------------------|---------|---------|
| Potential Operating Cost Impacts: | YES -xx | NO |
| Potential Countywide Cost Impacts: | YES | NO - xx |

Project Name: Descriptive Name of Project

Department: For non-countywide projects, identify specific department. For countywide projects, identify department responsible for management (for example: Public Works for Fleet; TS for network/technology).

Contact Name: Who is lead for the projects. Include Ext #

Fund: Identify the Fund responsible for funding the project. If Countywide expense, identify the internal service fund for expenses occur.

Project Category: Options for FY 18-19 Plan are **Roads, Facilities, Technology, Fleet, Waste Management, Parks.**

Project Location: Be as specific as possible. Examples would be a county building, such as Public Service Bldg., or a street location.

Projected Start Date: Fiscal year projected for project start, if known.

Project Description: Provide a description of the full scope of the project with a brief summary of the timeline to completion.

Project Justification: Why is this project needed? Include information on how this project relates to the County Strategic Plan or other BCC Adopted Plan or policy.

Project Cost & Resources Information: Must exceed \$50,000 for FY 18-19 Plan Submission. Consider the following in discussion: Existing revenue sources, including whether revenue consists of grants or other outside sources; Reserves: identify amount of existing (or future) reserves that will be used on project; Other: Identify other potential sources of revenue - including new revenue or sale of bonds, tax measures, etc. If a Bond has been identified, indicate whether it is a limited tax (using existing resources) or general obligation (needs a separate tax to support repayment) that is needed. how the bond payments will be repaid.

Projected Operating Cost Impacts? Highlight the appropriate answer (YES/NO) Consider whether changes in operating budget costs may result from Project. For example: Will utility savings occur? Will additional maintenance staff be needed to maintain a building? Will using revenue to pay a bond payment decrease funding available for operations? Will rental expenses be increased or decreased? Will level of personnel needed to provide a service be increased or decreased?

Projected Countywide Cost Impact? Highlight the appropriate answer (YES/NO) Consider whether costs will be incurred countywide as a result of this project. For example, if Technology Services were to remodel the data center, this would increase countywide costs due to TS increasing indirect charges to departments.

Evaluation Criteria

In implementing the Master Plan, Lane County Parks should strive to make measurable progress on all six Master Plan goals, giving attention to the different regions of the County, and maximizing limited staffing and funding where possible. To develop the action plan, Lane County staff should answer the following questions:

- 1. Does the project or action increase collaboration and partnerships?**
 - Y: Yes
 - N: No
- 2. How much staff time is required?**
 - H: High (Requires multiple individuals or cross-department or agency team, major focus for project lead)
 - M: Medium (More than one person, about > ¼ of project lead's time)
 - L: Low (Limited hours, a single individual)
- 3. Is it a recurring or one-time cost?**
 - O: One-time cost. This means that only one investment of budget or staff time is required.
 - R: Recurring. This means that implementation requires ongoing investment of dollars or staff time.
- 4. Is there a capital improvement cost for Lane County?**
 - H: More than \$500K
 - M: \$50K-\$500K
 - L: >\$50K
- 5. Is it a necessary first step (or preliminary action)?**
 - Y: Some longer-term projects have one or more steps that need to be accomplished before the project can be started, such as completion of a feasibility study or development of a Memorandum of Understanding.
 - N: No, this effort does not affect subsequent steps.
- 6. Can it be accomplished quickly?**
 - Y: Limited time opportunity, can be completed in under two years, relatively low cost/risk relative to impact
 - N: Longer term effort
- 7. Does it bring in new resources (funding or volunteers) or reduce Lane County costs (operating or staff time)?**
 - Y: Yes/Maybe
 - N: No/No Effect

The level of staffing and funding will directly impact how much Lane County Parks can include in each Action Plan. Table 4 presents an Action Plan matrix with an example action plan for the first year of Master Plan implementation. This is a sample format for a one-year action plan. As an example of a realistic and achievable plan, it includes a balance of project types: projects that require collaboration, a mix of CIP and non-CIP funded projects, and mix of reoccurring and one-time costs and a mix of staffing.

TABLE 4: ACTION PLAN MATRIX EXAMPLE

| Ref # | Strategy | Collaboration | Staff Time Required | Recurring vs. One- | CIP Cost | First Step | Quick Win | Resources | Staff Lead |
|-------|--|---------------|---------------------|--------------------|----------|------------|-----------|-----------|------------|
| 1.1 | Create a volunteer, partnership and program coordinator position | Y | H | R | N | Y | N | Y | TBD |
| 1.5 | Convene a regular cross-agency forum with other public landholders/land managers | Y | M | R | N | Y | Y | Y | TBD |
| 2.4 | Coordinate with other departments and agencies to connect parks to the countywide trail network | Y | L | R | N | Y | N | N | TBD |
| 2.10 | Update Google Maps with information about each Lane County park site | N | M | O | N | Y | Y | N | TBD |
| 3.2 | Re-envision and create master plans for targeted park sites (prioritize one site) | Y | H | O | Y | Y | N | Y | TBD |
| 3.3 | Embrace “nature play” as the preferred approach for play areas at Lane County parks | N | L | R | Y | N | N | Y | TBD |
| 4.2 | Establish a Lane County parks advocacy non-profit that is a 501(c)(3) | Y | M | O | N | Y | Y | Y | TBD |
| 4.5 | Re-evaluate and update fees and fee structure for all passes, programs, events and reservable facilities | N | H | O | N | Y | N | Y | TBD |
| 5.7 | Prepare site-specific resource management plans for sites with significant resources (one site) | Y | H | O | Y | Y | N | N | TBD |
| 6.3 | Develop long-term asset replacement plans for major revenue generating sites | N | H | O | N | Y | N | N | TBD |

Parks Operational Summary Report – 11/5/18

Administration:

New developments:

- Presented Parks System Master Plan to County Commissioners to inform them for consideration of adoption into the County RCP
- Met with Willamalane Park District to discuss location and logistics for a bridge to connect their property to the north with HBRA or the Willamette Confluence Preserve
- Relocated Baker Bay Caretaker while we replace the house and concession
- Coordinated with Kernutt & Stokes in their review of our cash handling practice
- Coordinating with OSMB, USACE, USFWS, & NOAA to determine a mitigation plan for the Hendrick's Bridge boat ramp project
- Met with County engineer to discuss a design for Armitage Phase 2 Campground Expansion
- Working with County Counsel on a staff directive for illegal camping at County parks
- Working with County Staff to draft a Caretaker/Host Evaluation Form to incorporate into our annual contracts
- Researched consultants for a Facility Conditions Assessment
- Researched consultants for an Economic Impact Study to dovetail Market Fee Analysis
- Market Fee Analysis – Draft on Moorage received and request for more information (most common boat size, cost recovery of other marinas in our report, & number of individual moorage transactions)
- Passport - 140 Signs on order for 42 parks
- Prepared a budget spreadsheet for Parks Supplemental 2 Carryover Projects
- Prepared the 2019 CIP for Budget & Finance

Items mentioned on last Parks OS Report that are still in progress:

- Met with Army Corps of Engineers to determine status and strategy for the Orchard Point Revetment and E-Docks
- Reviewing the current lease between Mt. Pisgah Arboretum and Lane County
- Revisiting park signage and parking citation practice
- Creating a preventative maintenance schedule
- Developing a plan for enhancing public access and enforcement at Hileman Landing

Natural Areas:

- **HBRA Habitat Management Plan.** Efforts are continuing on moving toward adoption of the HBRA Habitat Management Plan by the Board of County Commissioners. The HMP is being processed in conjunction with the Parks Master Plan, as well as re-adoption of the 1994 HBRA Master Plan. The latter is a housekeeping step, as the HBRA Master Plan was originally adopted to the Metro Plan, but needed to be transferred to the Rural Comprehensive Plan when the Metro Plan boundary was changed in a way that excluded HBRA from the Metro Plan. The next step is a joint Planning Commission/PAC meeting and public hearing on November 6th. During October, Parks staff worked with Planning staff to prepare materials for the November 6th meeting, as well as providing public notice of the November 6th meeting.
- **HBRA prescribed burns.** During October, Parks staff coordinated with US Fish and Wildlife Service, The Nature Conservancy, and Friends of Buford Park to implement three prescribed burns within the park. The Meadowlark East unit was burned on October 3rd, a small portion of the Spring Box unit was burned on October 18th, and South Bottomlands units were burned on October 19th. In all the burn units totaled about 75 acres within the park. All of the local TV news stations did stories on the HBRA burns.
- **Hileman Park work party.** 20 volunteers participated in a clean-up at Hileman Park on October 25th. The event was organized in partnership with McKenzie River Trust. Participants included regular park visitors, neighbors, and first time park visitors.
- **OSU Extension Master Woodland field trip.** Along with staff from the City of Eugene and The Nature Conservancy, I co-led a field trip for the Master Woodland Manager course on October 4th. The topic of the field trip was oak savanna and woodland restoration, focusing on ecological history, fire management, and setting site management goals.
- **County-owned Island in the Willamette River.** Jeff Turk (Lane County property manager) and I met with staff from OPRD to discuss the possible transfer of management responsibility for 50 acres of county land on an island in the Willamette River near Harrisburg. While this property is not designated as a park, it is zoned as Parks and Recreation. The island is accessible only by water, and OPRD already regularly patrols this section of the Willamette due to their nearby Willamette Greenway properties.
- **Oregon Rare Plant List review.** On October 11th I participated in a half-day meeting to review the official list of rare plants that is maintained by the Oregon Biodiversity Information Center, and is updated every 3 years.

Maintenance:

Coast Zone Parks

- Replaced day use signs in most of the parks.
- Blowing leaves (ongoing).
- Closed down Archie Knowles and winterized. Closed down Camp Lane started winterizing.
- Moved Sitting Duck to winter location on Siltcoos Bay.
- Started site lay out for parking expansion at Heceta Beach.

Richardson

- Fixed several water leaks in A loop and B loop at R/P campground.
- Winterized.
- Blowing leaves.
- Shut down sewage lagoon. Reached 2' on both ponds.
- Closed out fee machine.

Harbor Vista

- Paved six new expansion camp sites.
- Installed two new hand driers.

Armitage

- Fixed fence under I – 5.
- Winterizing
- Blowing
- Repaired water leak near #2 restroom.

Perkins

- Winterized

Orchard Point

- Winterized
- Blowing leaves.
- Closed out both fee machines.
- Full House inspection

Baker Bay

- Whole house inspection report
- Moved caretaker from house due to electrical panel.

Austa Ramp

- Spread Rock on Ramp.

Ben & Kay Dorris

- Replaced faucet in men's restroom