

Lane County Parks Advisory

January 13, 2020
Meeting Summary

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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: Kevin Shanley, Jim Mayo, Wayne Lemler, Ashley Adelman
Greg Hyde, Carl Stiefbold, Mike Allen
Staff Present: Brett Henry, Charlie Conrad, Michelle Hunt, Cynthia Schlegel
Guests Present: None

Chair Lemler called the meeting to order at 6:06 p.m.

00:00:06 Public Comment – None

00:00:10 Assignment Review – None

00:01:00 Review of December 2019 Meeting Summary

- Approved as written

00:02:02 Staff Updates/Reports

- Henry introduced Cynthia Schlegel as the replacement for Sam Fox.
- *Parks Funding Task Force* – The Task Force is comprised of fourteen members representing different recreation interests as well as three regions within the County. The first meeting is held with Steve Mokrohisky to discuss funding priorities, discuss where Parks is with funding and why this task force is needed, and to set parameters for the task force including funding priorities, dates and times, and elect officers. Commissioner Buck will be present at the meetings as well as Bob Keefer, who will be the facilitator for the Task Force. Ericka Thessen will represent the coastal area as a community member. First meeting will be held on January 23, 2020.
- *Facilities Condition Assessment RFP* – In December, eight RFQ's were received and scored with five meeting initial requirements: Cardno, Accruent, Buchannon, Faithful & Gould, & Hue Associates. An RFP will be prepared with four supplemental questions and sent out to those five later this month. Vendors will also have time to prepare a cost proposal. Parks received \$170,000 for this assessment and needs to determine what the deferred maintenance backlog is for a preventative maintenance schedule. Henry noted that vendors will have thirty days to respond to RFP and also the potential vendors will go through an interview process if desired. Vendor selection is anticipated between May and June.
- *Hendricks Bridge Boat Ramp* – In the process of posting an Invitation to Bid. Parks originally received an Oregon State Marine Board facilities grant and all permitting is in place. Henry stated that work can only be done a couple months of the year for the 'in-water work' and therefore anticipates getting started in July. Henry stated the nature of this project is for realigning the boat ramp and expanding parking for the boats and trailers. With the scope change, the cost of

this project is now around \$1M. Shanley inquired if ‘in-water work’ could be done within one season and it is expected that it can be.

00:12:13 Old Business

- *Action Plan Follow up* – At the December, 2019 PAC meeting, a motion was passed to form a subcommittee or work group to review the strategies from the Parks Master Plan and create Action Plans to ensure the objectives of the Master Plan are carried out in a systematic way. Henry followed up with County Council to determine if this subcommittee would qualify as a public meeting and it was determined that it would be and therefore subject to public meeting laws. Lemler stated that as a public meeting, the meeting must be advertised and allow for public to attend and have recorded minutes. Additionally, someone must be appointed to run the meetings such a chairperson. Henry clarified that no more than three PAC members should be on the Action Plan Review Team. The three PAC members that expressed interest in being on the team are Hyde, Stiefbold, and Shanley. Henry will also be attending the meetings. As part of the subcommittee’s tasks, Henry discussed the need to create a scoring/ranking system for prioritizing projects. All recommendations from the subcommittee will be brought back to the PAC.

00:20:55 New Business

- *Parks Cleanup Volunteers* – Allen inquired about how volunteers are expected to dispose of trash collected at Parks. After discussion, it was suggested that volunteers wear safety vests to help identify them as volunteers and they be allowed to use dumpsters at the Parks.
- *Volunteer update* – Hunt is working with bargaining units to establish work that can be done by volunteers, and also identifying the level of hazard to determine what work should be performed by bargaining unit members only and what can be done consistently by volunteers. Hunt stated she will be able to use this information in writing volunteer agreements.
- *2020 Goals & 2019 Accomplishments* – The PAC reviewed list of 2019 goals and discussed those accomplished and/or are ongoing 2020 goals. 2020 goals were discussed as well. PAC will email any other goals they want to submit by the end of January.
- *Vote on new members* – Vice Chair Adelman was nominated for the Chair position by Lemler’s term expiring. Jim Mayo was nominated for the Vice Chair position by Adelman’s acceptance of the Chair position.

0:52:40 Open

- Thank you to Wayne Lemler for his service as PAC Chair.
- Allen discussed the Adopt-a-Road program in the Florence area and how many in the community are collecting roadside trash and doing beach clean-ups. He also referred a hiking group interesting in volunteering to Hunt.

0:53:17 Operations Report

- PAC expressed that a monthly report from the volunteer coordinator would be sufficient to report her progress on establishing a volunteer program.
- Allen expressed interest in working with the Florence area for ideas and also collaborate with Friends of Harbor Vista, SOLVE, and the PAC. Also suggested working with Ed Alverson in the Florence area regarding natural resources

0:57:58 Meeting Wrap-up/Assignments

- Hunt to work on Large Event Oversight Committee member recruitment and will send out current rosters.

- Henry will email 2020 Goals and 2019 Accomplishments to PAC for review.
- Henry will add participation in the Climate Action Plan as a 2020 Goal.
- Henry will schedule Action Plan workgroup meetings.

Adjourn – Meeting ended at 7:55 p.m.

The next meeting is scheduled for February 10, 2020.