

Lane County Parks Advisory

February 10, 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, Greg Hyde, Carl Stiefbold, Mike Allen

Members Absent: Ashley Adelman

Staff Present: Brett Henry, Charlie Conrad, Michelle Hunt, Cynthia Schlegel, Tara King

Guests Present: None

Co-Chair Jim Mayo filled in for Chair and called the meeting to order at 6:03 p.m.

00:00:06 Public Comment – None

00:00:10 Assignment Review – None

00:03:15 Review of January 2020 Meeting Summary

- Approved as written; Shanley motioned, Allen seconded, motion passed unanimously.

00:03:45 Staff Updates/Reports

- **Review of Parks Funding Task Force Meeting** – Henry gave an overview of the first Parks Funding Task Force Meeting stating 14 of the 15 members were in attendance. The County Administrator Steve Mokrohisky and Commissioner Heather Buck were also in attendance and both expressed their support for the Task Force. Henry gave a presentation on the parks system, a history of how the parks were funded, and the current budget structure. He also talked about the deferred maintenance backlog. Bob Keefer, who facilitated the meeting, led an exercise in ranking the top funding priorities for the Task Force to focus on. Routine maintenance and deferred maintenance ranked at the top of the list followed by conservation and revenue generation. Mayo reiterated Keefer does not want to leave anything out and wants the Task Force to be wide open in exploring all ideas. Henry stated the Funding Task Force includes three at large members and three members that represent different geographical zones. Lemler asked for clarification that Task Force meeting summaries are posted online and Henry responded they are and stated the next meeting is tentatively scheduled for March 9, 2020.
- **Armitage Campground Expansion** – Henry met with Public Works’ Engineering & Construction Services Division to develop a site plan for the Armitage Campground expansion. Henry stated that the public was in favor of adding 15 additional full-hookup campsites. Currently, only the footprint has been identified and provided to the engineers to evaluate the site configuration. An

engineering services contract will develop a 70% design and at that point Parks will have a better cost estimate for the project. Funding for the project is \$230K from the SDC for construction and \$100K approved by the County Administrator for infrastructure improvements. Additionally, \$100K is earmarked for the engineering design. Suggestions for obtaining additional funding include a loan and an OPRD County Opportunity grant. The engineers will explore connecting with city water and sewer. Henry stated importance of preserving existing trees to ensure site privacy and overall consistent character of the campground. Mayo questioned if it would be better to hook new campsites up to a sewer system. Shanley asked for clarification that the 15 proposed sites represent capacity. Henry stated it does and in a survey conducted it indicates residents do not want to see more than 20 new sites at the campground. Allen asked if Armitage had any hiker/biker sites and if any more were going to be made. Henry said there are currently no plans to add new tent sites but may consider moving the current tent sites to a more appropriate location in the campground.

00:18:44 Old Business

- **2019 Accomplishments & 2020 Goals** – Lemler stated more citizen input would be beneficial and that mentioning the Armitage Campground expansion plan may illicit more public response. He also suggested conducting open houses at the parks; highlighting one a year giving Parks an opportunity to pass out literature to educate the public about the parks system. Lemler also suggested offering an incentive for citizens to attend the open house. Shanley stated the benefits of having the Volunteer Coordinator position (Michelle Hunt) and all the important work she is doing with establishing a social media presence.
- Mayo stated he spoke with the county's Public Information Officer regarding the possibility of highlighting parks and advertising them more often to the press and she responded that there is no mechanism for controlling what gets published and it is up to the Register Guard to decide what is published. Henry stated he is in agreement that annual open houses would be worth looking in to. Allen stated he attended an emergency management training provided by Patience Wunningham-Melcher, Lane County Public Works' Emergency Manager and suggested working closely with Melcher to provide awareness to park users. Henry stated he has previously reached out to Melcher and sent a response out to PAC members. Allen reiterated he would like public emergency awareness to be part of the 2020 goals.
- **Action Plan Follow Up** – Henry stated an Action Plan Workgroup was formed to guide the PAC in executing the Parks Master Plan. It is comprised of three PAC members as well as the Parks Division Manager. Meetings will be considered public and Henry will meet with the group to formulate a scoring/ranking system for the strategies in the Master Plan. Henry will work with Park staff while defining a methodology for the scoring system and bring input back to the PAC in a future meeting. Henry stated that these 2-year plans should be used to make sure the Master Plan is being implemented. Hyde stated he has been categorizing the master plan strategies according to which are distinct actions and ongoing programs or activities. He suggested the PAC re-read the Parks Master Plan every year and focus on the strategies and prioritize the strategies that are not ongoing activities. Henry will evaluate strategies with staff regarding cost and ensure strategies don't get deprioritized due to high cost as they can be plugged in as funding is available. Lemler suggested Hyde give an in-service presentation. Hyde agreed to present only after the findings of the Action Plan Group meeting on March 2, 2020 was brought back to the PAC.

- **2019 Accomplishments & Goals - Maintenance Program** – Tara King, representing Parks Maintenance, reported on the following 2019 accomplishments and 2020 goals:

Park Project Accomplishments For 2019

- Snow storm cleanup joint effort between staff, stakeholders, contractors and volunteers. Volunteers really did a great job, we cannot thank them enough! Lane County Parks is the only agency that opened the season on time.
- Re-Rocked and installed drainage system in the Baker Bay campground, after the major snowstorm. It is now better than it was before.
- Maintenance staff renovated the concessions stand at Baker Bay. The wiring was updated, added new windows, sinks, countertops and installed a ductless heat pump.
- Replaced both lift station sewage pumps at the Richardson marina.
- Installed Wi-Fi at Richardson Marina and Campground.
- We added 9 parking spots at Heceta Beach – we now have 25 parking spots in one of our most used coastal parks.
- Rolled out Passport parking signage in parks with cell reception. From January 1, 2019 to January 1, 2020 we had 4,120 transactions, with our highest usage months being July and August – with a combined total of 1,540
- Installed credit card only fee machines at Heceta, Perkins Peninsula, Hendricks Bridge, Richardson Park and Baker Bay. This will hopefully eliminate costly break-ins and save staff time.
- Installed a webcam at Mt. Pisgah.
- At the North Jetty, Dan Anderson coordinated with Department of State Lands to make improvements to the parking lots. The maintenance crew also did vegetation removal and trail improvements.
- Installed new Orchard Point day use sign due to an automobile accident.
- Remodeled Orchard Point house.
- Repaired the Orchard Point courtesy dock.
- Installing metal roofs on the Camp Lane bathrooms. They are about 90% done.
- We are renovating the Camp Lane Caretaker house.
- Started a rodent removal program at Armitage.
- Repaired both H & J shelters at Armitage Park
- Dug out the Mapleton Boat ramp for the second year in a row. We can only remove 50 yards at a time. Todd thinks 1 more year and we will be good with the dig out.

Major goals for 2020

- Assist Contractors with the Facilities Condition Assessment to document the condition and location of existing above and below ground infrastructure.
 - Build Harbor Vista Cabins, with all 3 being ADA accessible.
 - Build the Armitage Shop.
 - Install a new caretaker home at Baker Bay.
- Conrad stated public feedback regarding the future of the North Jetty has been provided to the Board of Commissioners for review on considering whether or not to keep maintenance agreement in place or to consider a 30 year lease. Conrad also noted that if a lease was in place,

24 hour access would have to be eliminated and a host would have to be put in place and a fee would have to be charged.

- Lemler asked how the vendor search for the Facilities Condition Assessment Study was looking and Henry reported he is happy about what he has seen coming in thus far and was anticipating selecting a vendor in the next two months.
- Allen inquired if Parks will allow dogs or smoking in the new cabins at Harbor Vista when they are completed. Henry stated all parks are non-smoking and consideration of pets has not been discussed at this point.
- Stiefbold asked if the N. Trailhead at HBRA is complete yet. Henry responded only the planter boxes remain to be done.

00:46:50 New Business

- **Volunteer Program Planned Activities** – Hunt reported she met with the Friends of Zumwalt regarding collaborative efforts and is participating in an upcoming event they are having. Recognizing how critical it is to get information regarding volunteer opportunities out to the public, Hunt is working on social media outlets such as Instagram and Facebook to help get the word out and connect them to what Parks is doing. Additionally, Hunt is updating Parks’ website, giving each Park their own profile, making information more easily assessable, adding more photos of the parks, photos of park projects, and more links to affiliates. Hunt has created a flyer to hand out for volunteering and is in the process of creating a brochure. Shanley suggested adding Instagram to social media efforts. Hunt shared Parks’ hashtag is #lanecountyparks. Allen inquired about the posting process and Hunt stated all posts have to be approved through Lane County Parks before she would post them. Lemler asked if Hunt had made any contacts with schools. Hunt reported she has contacted Kalapuya High School and has an intern that will be working at Armitage Park in the spring. Hunt will be reaching out to more high schools over time and Lemler suggested reaching out to Lane Community College as well. Lemler also inquired if interns would be able to shadow Rangers in the field. Henry stated 95% of the Ranger’s work is maintenance and repair related. Lemler also suggested working with schools could be a possible pathway to grant funding.

01:03:04 Open

- **Emergency Management** – Allen wants to hear input from Lane County’s Emergency Manager and the new Climate & Materials Project Manager Mike Nystrom and see how they interact, with an objective to provide park users with more information.
- **Trails & Open Space Mobile App** – Shanley reported on a mobile application called OuterSpacial. This application is used to find and map trails and other open space activities. The application works similar to Google maps and allows for two way communication between the vendor and the user. Users can use the app for trail navigation, and also look up alerts and to alert others of hazards. Shanley suggested using GIS to provide our trail maps and use the service and offer it to the public, particularly at HBRA. He also suggested collaborating with HBRA, Cities, forest trails, BLM trails, and State Parks. *Visit Bend* is an umbrella sponsor. Henry stated the idea falls in line with Parks’ Facilities Condition Assessment as maintenance staff will go out in the going out in the field in real time to map infrastructure repairs. Hurley questioned if Travel Lane County would be interested and also Rivers to Ridges. Shanley stated he would send links. Mayo suggested adding the use of the OuterSpacial mobile application to the PAC goals. Lemler agreed and stated the importance of connectivity.
- Allen followed up on volunteer trash collection and appropriate disposal. He asked if it was allowable for him to use a county park’s dumpster while collecting for SOLVE. Henry stated that

would be appropriate because the volunteers wear safety vests while working which should help identify them as such.

01:17:33 Operations Report

- Hyde stated he is appreciative of Ed Alverson's efforts working on small grant applications as well as his partnership efforts with other agencies. Henry stated Alverson is also working on the Kinney Park restoration. Hyde stated he attended one of Alverson's educational workshops and found it very valuable and he encourages members to attend.

01:21:07 Meeting Wrap-up/Assignments

- Henry will follow up with Action Plan Workgroup to establish scoring criteria/methodology for Master Plan implementation.

Adjourn – Meeting ended at 7:23 p.m.

The next meeting is scheduled for March 9, 2020.