

Lane County Parks Advisory

March 12, 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: Carl Stiefbold, Wayne Lemler, Pat Bradshaw, Greg Hyde, Kevin Shanley
Members Absent: Jim Mayo
Staff Present: Dan Hurley, Lance Englet, Ed Alverson, Sam Fox
Guests Present: None

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

00:01:50 Public Comment

- Chris Orsinger, Executive Director with Friends of Buford Park & Mt. Pisgah spoke about the Habitat Management Plan.

00:07:45 Assignment Review

00:11:05 Review of February 12, 2018 Meeting Summary

- No changes

00:13:00 Parks Division Manager Vacancy Update

- The position responsibilities are currently under review and may be reclassified before being re-posted in the next couple of weeks. The posting will likely run 3-4 weeks before interviews begin.

00:14:30 Cash Audit Implementation Update

- Hurley detailed the recent cash handling audit for the parks department. Approximately 10 items came to the auditor's attention where the parks department could tighten its cash handling processes. Since the audit, parks staff has been actively working with management to implement many of the recommended processes, and staff will continue with training caretakers and new hires on new procedures while continuing their efforts to apply all of the auditor's suggested safeguards.

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00:19:35 HBRA Habitat Management Plan Presentation/Discussion

- Natural Areas Coordinator Ed Alverson recapped the open house held in February, reviewed comments from the public on the document, and answered questions from committee members to see how close the plan document is to being ready to send to the BCC for approval. Alverson intends to include tonight's feedback into the plan, and then bring the complete document to next month's meeting for approval from the PAC before going to the BCC. Also in this conversation was a discussion about dogs off-leash at Mt. Pisgah.

00:45:10 Parks Master Plan Discussion/Update

- Hurley reviewed the timeline for the master plan which includes a task force meeting scheduled for May 7th, and public outreach to occur in July and August. The document would then come back to the PAC for review at the September 10th committee meeting, and if approved by the PAC would then proceed to the BCC in October. Hurley distributed a handout with Lane County Parks' version of classes for the plan that MIG and parks staff considers the best fit for this park system. Shanley voiced concern for keeping consistent with SCORP where possible, Hyde replied that although the SCORP is a good guideline, not all parks fit exactly to the SCORP but where LCP and the SCORP are the same he wants to make sure that the information stays consistent with SCORP. Hurley recapped his recent conversation with MIG on this topic and stated that he would continue to learn more about the consistency of the classifications MIG is using for the Parks Master Plan.

00:52:15 Staff Reports

- North Trailhead Parking Lot – Grading is complete and the parking lot is graveled, but paving for handicap spaces, concrete curbing, and signage is still in progress. These enhancements should help with the vehicle off-roading and vandalism that has been occurring in the parking area. LC road maintenance crews are performing this work, and progress will depend on scheduling with other County maintenance projects throughout the spring.
- HBRA Fee Machine – New credit card only machine is in place and working well. Public feedback has been positive, and staff call-outs for machine maintenance has been noticeably reduced.

00:56:40 Old Business

- Hurley discussed Public Works' intention to hire a department grant writer, as well as the consideration of adding a parks volunteer coordinator position. Additional discussions included possible project specific internships with the parks department, a maintenance update, an update on the Harbor Vista campground sewer construction project, an update on the current PAC member vacancy, and information regarding the Large Events Oversight Group meeting that is re-scheduled for April 9th.

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01:16:15 New Business

- Members reviewed the meeting schedule and decided to cancel the July and August meeting dates. Meetings will resume on September 10th after a summer break.
- Stiefbold requested an update on the Orchard Point concession stand, rental house vacancy and Orchard Point Marina E-dock.

01:25:20 Operations Report

- Alverson referred to a handout that was provided with the agenda packet on park natural areas operations for the month.

01:26:10 Adjourn – Meeting ended at 7:29 p.m.

The next meeting is scheduled for April 9, 2018.