

**Parks Advisory Committee  
December 10, 2007**

Members Present: Merle Bottge, Damien Gilbert, Marie Kennedy, Catherine Kohen, Johnny Medlin, and Emily Schue

Staff Present: Todd Winter and Loralyn Spiro

Guests Present: Howard Schussler

Damien Gilbert, Chair, called the meeting to order at 5:32 p.m.

**I. Announcements/Agenda Modifications**

There were no announcements or agenda modifications.

**II. Review and Approve April, June and November Minutes**

All three months of minutes were approved as written.

**III. Public Comment (Maximum of 20 Minutes)**

There was no public comment.

**IV. Critical Tasks – Labor Hours Analysis Review**

Winter handout analysis review and outlined class levels for park maintenance effort. The Committee spent a several minutes discussing options and offering suggestion to staff to investigate. Committee requested several changes and recommendations. Staff will rework the documents and review at a later date with the committee.

**V. Criteria Development – Adopt-A-Park Program**

Medlin requested criteria of what brings the Division to a yes or no to allowing a group to adopt a particular park. Committee suggested a standard list of activities that volunteers could perform. Staff will prepare and bring back to the Committee at a later date.

**VI. Division Manager's Report – Todd Winter, Division Manager**

- **Glenada RR2 Vacation**  
Completed and approved by the Board of County Commissioners.
- **Parks SDCs**  
Letter to cities from BCC requesting collection of Parks SDCs inside city limits of Eugene and Springfield.
- **Armitage Campground**  
Grant awarded by State Parks and planning phase underway.
- **System Wide Parking Fee Implementation**  
Winter provided update and overview of progress with program.
- **Other**  
None.

**VII. Good of the Order/Concerns of the Committee**

Kennedy requested that the PAC meetings start at 6:00 p.m. due to conflict with work schedule. Kennedy made a motion and Gilbert seconded. Passed.

Next meeting is scheduled for January 11, 2008.

**VIII. Adjournment:**

As there was no further business, the meeting was adjourned at 7:15 p.m.

Submitted by Loralyn Spiro