

**Parks Advisory Committee  
March 8, 2004**

Members Present: Merle Bottge, Janet Alexander, Damien Gilbert, Emily Schue, Steve Davis, and Johnny Medlin

Members Absent: John Rosselli

Staff Present: Todd Winter, Jake Risley, Loralyn Osborne, and Christine Johnson

Guests Present: Ollie Snowden, Public Works Director, Howard Schussler, Asst. Public Works Director, and Bill Sage, Lane County Land Management

Merle Bottge, Chair, called the meeting to order at 5:35 p.m.

**I. Announcements/Agenda Modifications**

There were no announcements and two agenda modifications. Winter asked that under the Park Manager's Report he wished to replace the Park Manager Recruitment with a Budget Update. And Risley wished to add a discussion of the native plant nursery at Mt. Pisgah.

**II. Approval of Minutes – February 9, 2004 Parks Advisory Committee Meetings**

Bottge asked that the minutes from the February 9, 2004 meeting be approved. Schue moved that the minutes be approved as mailed. Davis seconded and the vote was unanimous in favor.

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

There was no public comment at this time.

**IV. Native Plant Nursery at Howard Buford Recreation Area – Jake Risley**

Risley stated that he recently met with Jason Blazar and Chris Orsinger, both with the Friends of Buford Park and Mt. Pisgah (FBP), to discuss the Native Plant Nursery. Risley distributed a copy of the project, which included nursery plot plans and greenhouse and storage building drawings. Risley briefly went over some of the history of the South Meadow Restoration Project, which the nursery is a part of. In November of 2002, Lane County signed a three year lease agreement with FBP to develop an acre of the three acre piece that we identified for the nursery. The main goals for the nursery were outlined in the agreement. These included 1) propagate native plant material for the primary purpose of preservation of significant resource areas, 2) provide educational opportunities for the community – hold at least two annual tours of the facility and work in cooperation with the Mt. Pisgah Arboretum and their programs, and 3) provide a potential revenue source, such as the sale of surplus plants and seed stock, etc. Risley continued to review the rest of the handout. The greenhouse, workshop and seed processing buildings will all require permits before construction can begin as they all fall within the greenway. At this point Risley turned the discussion over to Bill Sage with Lane County's Land Management Department.

Bill Sage distributed some handouts to demonstrate how the LMD look at things that come to the permit department. With regards to selling surplus plants and seed stock – these are permitted in the HBRA zone. If staff was just using the buildings, the process would be pretty cut and dried, but once you start bringing in the public, you change the category you are in with the building permit process. The process will also take longer, cost more and may also require

you to follow ADA standards. Any permit request for a project that is already in the HBRA Master Plan is going to be permitted. Anything that is not in the Master Plan will need to follow a lengthier process, which includes an initial meeting with all parties to determine what is needed, and applying for a greenway permit. Risley asked Mr. Sage about the permit process for putting in a campground at Armitage Park. If we went through the permit process for just Armitage Park, it would cost between \$4,000 and \$5,000 and take about a year to complete, so he felt that it would be more cost effective to include it in a new Park's Master Plan, which we had talked about doing. Winter added that he has put money in the budget for a new Park's Master Plan.

Mr. Sage suggested that the Arboretum get their master plan approved by the Board, otherwise it will be very difficult for them to get their permit applications approved. Schue asked if the nursery project has been started. Risley said that they have plants and shade clothe on site but their first priority is to get utilities out to the site. But as far as the buildings they want to put up out there, they need to get started on the permit process as soon as possible. Risley said that what was presented here today for this project was mainly for information and would be requesting this Committee's approval at a future meeting.

**V. Support for OSMB Grant Applications for Projects at Richardson and Mercer Lake – Jake Risley**

Risley stated that during the Phase I grant cycle at the Oregon State Marine Board we received grants for two projects – the Munsel Lake vault toilet and signage and the other was for the new ramp and docks at Perkins Peninsula – both were approved by the Board and we are moving forward on these two projects. Now during the Phase II grant cycle, the OSMB actually came to us and asked us to resubmit a project previously approved by our Board, which was for another transient dock at Richardson Park, near the day use area of the park. All that was required to move this project forward was a letter to the OSMB asking them to reconsider this project during this current grant cycle. The other project they wanted us to apply for was a boarding dock at Mercer Lake. Due to a short time-line, Risley had to rush to put together a grant package and get it to Salem to make the deadline. He included in the application that we would need to get approval from our Board. Risley will be going before the Board to get approval for this grant application on April 7, 2004. He will keep this Committee updated as he has more information.

**VI. Park's Division Mission and Vision Statements – Loralyn Osborne**

During the Strategic Planning Meeting the Park's staff participated in last year at Camp Lane, a sub-committee was formed to up-date the Mission and Vision statements for Lane County Parks. Osborne distributed a draft copy and requested questions and comments from this Committee. Bottge asked for clarification of the meaning of the last sentence on the Vision Statement. The rest of the Committee asked for a chance to think on it and get back to Osborne at a later date.

**VII. Initial Plans for June PAC Tour**

The consensus of this Committee for the spring park tour was to visit the parks in the Fern Ridge Zone as well as Armitage, Mt. Pisgah and the Vickery property. A tentative date of June 12, 2004 was set.

**VII. Park Manager's Report – Todd Winter, Parks Superintendent**

- **Armitage Park Caretaker – Update:** We currently have an ad in the paper requesting applicants for this position. They will be required to pay a portion of the rent as well as open and close the gate and provide an on-site presence in the park.
- **Old McKenzie Fish Hatchery Caretaker -- Update:** This position has been filled by Richard Stiles. He will be doing some repairs to the house and property in lieu of rent. Once the repairs have been completed, he will start paying rent.
- **Baker Bay Park RFP – Update:** The RFP process closed today and we will be looking at five strong applicants and scheduling interviews. The Baker Bay campground opens April 1<sup>st</sup>.
- **Budget Process – Update:** We've had the County Administrator's review, but the final budget hasn't been adopted yet. Todd still needs to do some tweaking of the numbers but will try to have something for this Committee to review by the next meeting. Todd also wanted to add that since Measure 30 didn't pass, some of the other departments in the County that rely on the General Fund and are required to make 9% reductions in their budgets, will be looking at the Car Rental Tax for help.

### **VIII. Good of the Order**

Bottge asked for the status of Oceanwoods. Winter said we are still in the discussion and appraisal process stage.

Bottge asked if we are going to change the PAC meeting times to 6:30 p.m. to accommodate John Rosselli's work schedule. Christine Johnson will check with him and get back to the Committee.

Bottge asked if we go for a new Parks Master Plan, do we have any ideas of process. Winter stated that we would probably go with a sub-contractor and also work with Lane County's Land Management Dept. Bottge suggested that some thought go into the process to get the most input from Lane County citizens.

### **IV. Adjournment:**

As there was no further business, the meeting was adjourned at approximately 6:30 p.m.

Submitted by Christine Johnson, Secretary