



PARKS ADVISORY COMMITTEE

AGENDA

Monday, January 11, 2021



6:00pm Public Meeting Session - Virtual (GoToMeeting)

PAC Meeting

- I. Introductions** – (5 min.)
- II. Public Comment** – (up to 10 min.)
- III. Assignment Review** – (5 min.)
- IV. Review of Meeting Summary** – All (2 min.)
- V. Staff Updates/Reports** – (15 min.)
 - 1) Facility Condition Assessment Update
 - 2) Parks Funding Task Force Update
- VI. Old Business** – All (15 min.)
 - 1) 2020 PAC Accomplishments & 2021 Goals
- VII. New Business** – All (30 min.)
 - 1) Recruiting PAC Member (West Lane District)
 - 2) Election of Officers
- VIII. Open** – All (5 min.)
- IX. Operations Report** – (5 min.)
- X. Meeting Wrap-up/Assignments** – (5 min.)
- XI. Adjourn**

2021 Meeting Dates:

JANUARY 11	MAY 10	SEPTEMBER 13
FEBRUARY 8	JUNE 14	OCTOBER 11
MARCH 8	JULY NO MEETING	NOVEMBER 8
APRIL 12	AUGUST NO MEETING	DECEMBER 13

Lane County Parks Advisory

December 14, 2020

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://lcpubw05.lanecounty.org/Information/PW_Parks/PAC_121420_Part1.mp4

Members Present: Ashley Adelman, Jim Mayo, Kevin Shanley, Greg Hyde, Carl Stiefbold, Wayne Lemler

Members Absent: Mike Allen

Staff Present: Brett Henry, Michelle Hunt, Ed Alverson, Cynthia Schlegel, Dan Hurley

Guests Present: None

Chair Adelman called the meeting to order at 6:00 p.m.

00:02:00 Public Comment

- None

00:03:31 Assignment Review

- Henry needs to verify that Mike Allen can serve as the PAC liaison on the County's Climate Action Advisory Committee. Henry stated the list of the 2020 accomplishments and 2021 goals need to be prepared and will be started during the meeting later in the agenda.

00:04:00 Review of Meeting summary

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

00:04:00 Staff Updates

- Parks Funding Task Force – Henry presented the agenda for the last Parks Funding Task Force (PFTF) meeting. Bob Keefer presented a number of funding options during the meeting. Henry stated it will likely take a multitude of funding solutions to allow staff to effectively operate and maintain the parks system.
- Henry reviewed the memo Keefer presented to the PFTF identifying potential funding options the Task Force discussed. Overall, the local option levy was a favorable idea. Henry stated that based on an analysis, the annual Parks budget should increase \$3.5 million annually to

effectively operate and maintain the parks system. If a local option levy is considered, it would be for a five year duration and the county could ask the public for a renewal. The renewal is likely more successful if the county effectively demonstrates and communicates that the funds were well spent by improving the parks. Henry stated that distributing a public survey is something that is important at the start in determining what the public thinks is important to fund.

- Henry spoke with Fairbank, Maslin, Maullin, Metz & Associates (FM3) who is a consultant out of California that assisted City of Eugene and Portland Metro in conducting public polling and surveys that set the stage for the passing of successful funding measures. The county will explore contracting with this firm with the goal of sending the survey out next year in the February/March timeframe, present our findings to the PAC in July/July by presenting several funding packages for feedback on a preferred option, and finally present a preferred option to the Board of County Commissioners in the fall.
- Other options favored by the Task Force were utility fees, state video lottery funds for economic development, and a county public service district. All of these options have pros and cons and must be thoroughly examined. Some of these options may require a ballot measure.
- Carolyn Burke from the City of Eugene gave an informative presentation to the PFTF on how they achieved passing bond and levy measures to supplement funding their parks system.
- Henry presented some cost cutting measures to reduce expenditures. The parks staff was involved with suggesting the following actions: a preventative maintenance program, a park by park analysis of expenditures and revenue, reviewing caretaker/host agreements and maintenance contracts, and seeking an internal audit of operating/maintenance budget and efficiencies.
- Next PFTF meeting is scheduled for January 21.
- Shanley mentioned that a private citizen group could advocate for parks with public messaging.

00:14:26 (Note that the video stopped recording at this time. The following is a summary based on notes taken from the meeting)

Armitage Campground Expansion Update

- Henry gave an update on the Armitage Campground expansion by presenting two proposals received from Branch Engineering on an engineering plan. In the first proposal the engineering is required to refine the initial site plan and allow for feedback from stakeholders and residents. After the preliminary design, there will be a public meeting hosted by Dougherty Landscape Architects to receive feedback on the proposed layout and alternatives for development. Based on the feedback, Branch Engineering will pull together the 30% engineering plans and a cost estimate followed by a second public meeting to discuss the plans. After a second public meeting, the consultant will move forward with 70 & 80% engineering plans.
- The second proposal provides the plans and specifications to retrofit the existing septic systems (camping and day-use) to increase the capacity of the additional RV sites. Additionally the DEQ and WPCF Building Permits will be submitted for the utilities.

Facility Condition Assessment Update

- Faithful & Gould and their subcontractor began work the previous week on obtaining an inventory of the above-ground infrastructure and assets associated with Armitage, Richardson Park, Orchard Point, & Baker Bay Park
- The below-grade infrastructure and assessment will begin in the coming weeks
- Faithful & Gould will prepare and present an initial report that lists and the assets, their condition, and cost estimates for replacement or repair by no later than the end of March

Old Business

Holiday Farm Fire

- Henry presented an inventory spreadsheet submitted to FEMA at the recovery scoping meeting from the previous week. There were seven parks that sustain damage from the fire and wind storm.
- The estimate submitted to FEMA for damage is \$369,305. FEMA will reimburse the Parks Division for 75% of the cost of the debris removal. The timeline to refine our estimates is 60 days after the November scoping meeting and we have 6 months after the disaster declaration in September to complete the work.
- Parks staff is assisting with the procurement and debris removal. Currently, the Parks Division is drafting an agreement with the McKenzie River Trust to remove the majority of the vegetative debris for a habitat restoration project on the main stem of the McKenzie River. The county is also working on a contract with ODOT to remove vegetative and structural debris from both private and public property along the McKenzie corridor. Both of these processes will be no cost to the Parks Division.

New Business

2020 PAC Accomplishments & 2021 PAC Goals

- Henry presented the list of PAC accomplishments from 2019 and 2020 goals to the PAC for review. Most of the 2020 goals were accomplished despite the disruptions throughout the year. The PAC will recommend goals for 2021 at the January meeting.

Greg Hyde Reappointment for a Second Term

- Henry presented Hyde's application to the other PAC Members to serve another four-year term as a member at large on the PAC. The PAC members unanimously voted to renew Hyde's appointment for another term and Henry will include the recommendation as a consent item on the Board of Commissioners agenda on January 5, 2021.

Recruiting New PAC Member (West Lane District)

Henry presented a plaque to Wayne Lemler for his 8 years of service on the PAC. Wayne served as Chair for most of his second term. Wayne's leadership and commitment to Lane County Parks will be missed.

- A recruitment notice to represent the West Lane District was published online.

Pallet Shelter Project

- Hurley gave some background on the Pallet Shelter Project. The project is designed to provide temporary shelter for homeless individuals and families during the winter by utilizing pallets to provide protection from the elements. The project will be overseen by a third party organization and the day-use parking lot at Orchard Point is a possible location for the shelters. The PAC discussed using Perkins Peninsula as a preferred location to Orchard Point.

01:15:00 Open

- Lemler asked Henry if he was approached about the possibility purchasing Triangle Lake Park. Lemler was interesting in knowing who would own it and Henry stated he has not had the opportunity to thoroughly investigate the subject at this point. Lemler stated access, wetlands, lack of improvements, and seclusion are concerns. Henry stated that the Parks Division has a financially stressed fund and it is not feasible to purchase the property at this time.

01:17:00 Operations Report

- Henry presented maintenance and natural areas operation report to the PAC for both the Coast and Valley Zones.

01:21:00 Meeting Wrap-up/Assignments

- Establish PAC goals for 2021 at the January meeting.
- Verify if Mike Allen can serve as liaison for the PAC on the Climate Action Advisory Committee.
- Fill officer positions at January meeting.

Adelman adjourned the meeting at 7:34 p.m.

The next meeting is scheduled for January 11, 2021.



OPINION
RESEARCH
& STRATEGY

TO Brett Henry and Bob Keefer
Lane County Parks

FROM Dave Metz and Miranda Everitt
FM3 Research

RE: Lane County Parks Opinion Research Scope of Work

DATE January 4, 2021

Fairbank, Maslin, Maullin, Metz & Associates (FM3) is pleased to submit this short, updated scope of work to conduct research assessing Lane County voter perceptions of their county parks system; how they use the parks and how often they do so; priorities for investments in park improvements; and support for potential finance mechanisms to support parks operation and maintenance.

We propose a two-phase approach to the research, with the first phase conducted early in 2021 to understand baseline perceptions of the parks system, investment priorities, and support for alternative funding mechanisms and rates - the "building blocks" that go into assembling a finance measure proposal.

We recommend a dual-mode survey approach, consisting of interviews conducted via telephone (landline and wireless) and online. The process begins with a random sample of likely voters obtained from voter registration records. The email addresses on the voter file are supplemented with commercial e-mail databases to expand their reach. Then all respondents with an email address are invited to participate in the survey online (up to 50% of our total target interviews). The remainder of interviews are obtained by phone, capturing responses from those less likely to have publicly-available email addresses or to respond to an email request for an interview, helping to ensure a demographically-representative sample. This methodology includes the option to invite voters to participate in the online survey via text message too.

Full specifications for the phase one survey are detailed below:

Sample	400 voters in Lane County likely to participate in the May 2022 election
Margin of	$\pm 4.9\%$ for a sample of 400 interviews
Sampling Error*	*At the 95% confidence level (i.e., in 95 out of 100 cases)
Questionnaire	20 minutes in average length for initial survey
Deliverables	Following the completion of the survey, we will provide:

- A questionnaire with the topline results of the survey for easy reference
- A complete set of crosstabs in an easy-to-read, comprehensive format
- Verbatim responses to any open-ended questions
- A complete analysis of survey results in PowerPoint
- A presentation of the survey results

FM3 will also be available for ongoing consultation and any further analysis of the research.

Cost

Error! Reference source not found. contains the total estimated costs for this research. These prices are comprehensive, and include all costs for questionnaire design, sample acquisition and preparation, programming, email invitations, survey hosting, telephone interviewing, data entry and analysis, and reporting.

Survey	N=400
Initial Survey (20 minutes)	\$29,750

We would welcome the opportunity to work with you on this research, and if you have any questions or if there is any further information we can provide, please do not hesitate to contact us. Thank you for your consideration and you may reach us as follows:

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Lane County Parks Advisory Committee

2019 Accomplishments

- Supported County staff in implementing recommendations from HBRA Habitat Management Plan (projects: Eastern Uplands, Ponderosa, and Coast Fork Trail.
- Continued implementing the Large Event Oversight process.
- Participated in a Parks Tour of properties on the coast including: North Jetty, Harbor Vista, Konnie Memorial, and Bender Landing.
- Reappointed two PAC Members – (1) District 2 – Jim Mayo was appointed by the Board of County Commissioners to serve another term and (2) At-Large – Carl Stiefbold was appointed by the Board of County Commissioners to serve another term.
- Continued to identify and support efforts to increase Parks funding.
- Continued to identify and support ways Parks can better serve the community.
- Supported the development of a Volunteer Program.
- Provided input and participated in the Volunteer Coordinator hiring process.
- Continued to receive presentations and provide recommendations to the Board of Commissioners regarding park acquisitions, maintenance agreements and lease arrangements (i.e. North Jetty Park).
- Received a year-end maintenance presentation from Ranger Bowen.
- Received an update on the McKenzie Fish Hatchery Discovery Center project.
- Supported internship opportunities. Heard a presentation from an intern on the dog policy at HBRA.
- Supported a partnership approach in the transfer of the Willamette Confluence Preserve.
- Supported Parks staff with the Armitage Campground Expansion project.
- Supported Parks staff with the Hendricks Bridge boat ramp realignment and parking lot expansion.
- Supported the Market Fee Analysis and increasing day-use and camping fees.
- Supported the Facilities Condition Assessment to prioritize maintenance backlog.

Lane County Parks Advisory Committee

2020 Goals

- Work with Parks staff with the implementation of the Parks Master Plan through Action Plans.
- Support Parks staff with the implementation of the HBRA Habitat Management Plan.
- Participate and support the Parks Funding Task Force to search for long-term sustainable funding opportunities.
- Support of a Business Plan with a marketing/branding strategy and an Economic Impact Analysis to determine long-term sustainability of the parks system.
- Support an annual review of Parks Fees.
- Support a Facilities Condition Assessment to prioritize the maintenance backlog.
- Support a Preventative Maintenance Schedule as recommended by the Facilities Condition Assessment.
- Support Parks staff with the Armitage Campground Expansion project.
- Participate in a Park tour.
- Ride-along with Parks maintenance personnel at least once.
- Fill any PAC member vacancies.
- Receive an update on the McKenzie Fish Hatchery Discovery Center project.
- Continue to support internship opportunities.
- Continue to evaluate the dog policy at HBRA.
- Explore an opportunity for a lease agreement with Department of State Lands for the North Jetty property.
- Support involvement with our partnership approach in the transfer of the Willamette Confluence Preserve.
- Support the Adopt-a-Park volunteer program.
- Participate in the County Climate Action Plan.
- Receive a year-end maintenance presentation from Ranger Bowen.
- Host an Open House at Armitage Park
- Explore purchasing a trail-finder app to orient park visitors

Lane County Parks Advisory Committee
2020 Goals (continued)

- Support emergency management education at all Lane County parks.

Lane County Parks Operations Report

December



Maintenance Staff:

Coast Zone

- Winterized Camp Lane
- Shower repairs at Harbor Vista
- Worked on our small equipment
- Planted trees and shrubs at Harbor Vista
- Cut and chipped trees at Konnie Memorial and Archie Knowles after windstorm
- Cut and chipped trees at North jetty
- Last of leaf blowing at Archie Knowles
- Water and sewage testing
- Maintenance run twice a week all parks

Valley Zone

- FCA Support
- Used backhoe to dig test plots at Hendricks ramp
- Cleaned shop
- Leaf blowing and removal
- Maintenance run twice a week
- Domestic water and sewer readings twice a week

Lane County Parks Natural Areas Operations Report for November 2020 - Ed Alverson

-Work on the Holiday Farm Fire Recovery and Cleanup continued. A focus this month was working with McKenzie River trust to make arrangements for them to remove hazard trees from parks, which they will stockpile for future use in a floodplain restoration project. In December I worked with MRT staff to mark hazard trees for removal, and put together a scope of work to attach to our standard contract language.

-I participated in +/- weekly meetings of the McKenzie Watershed Recovery Task Force and the 12/09 Recovery Scoping meeting with Parks and FEMA staff

-I coordinated w Lane County Survey staff to conduct property boundary surveys at Forest Glen and Eagle Rock parks to facilitate recovery and reconstruction efforts. I provided information Forest Glen Park to OSMB staff to be used in planning for a potential future Marine Board project.

-I shared pre-fire photos and other information from Ben and Kay Dorris Park with OPRD staff

-At HBRA, we continued to work on the North Bottomlands lease with Friends of Buford Park, including staff discussions around our final round of edits as well as County legal review; the draft lease has now been returned to the Friends for their final review.

-December was the month for the two Lane County Public Works unions to review the Friends of Buford parks' 2021 work plan and consider waiving their right to bargain these work tasks.

-Parks communicated to Friends of Buford Park our decision to approve the Trail 3 project and the trail alignment that we were selecting for implementation. The final step is to prepare conditions of approval and finalize the document.

-I discussed with Friends staff the assessment of hazardous conditions on HBRA Trail 24, and provided temporary laminated caution signs to be installed at trail junctions with Trail 24

-I re-took Meadowlark South photopoints at HBRA that had been established in July, to document post-mowing conditions for BLM Fuels Reduction grant

-I made a final project visit with Long Tom Watershed Council staff to Kinney Park to review project completion followed by contract close-out, I also took a last round of photopoints of the project area.

-I participated in the 12/1 Facilities Condition Assessment project meeting

-I completed obtaining the bids for Hendricks Bridge mitigation project from three contractors.

-I worked with Michelle Hunt on planning for an Americorps NCCC crew in early 2021, which will be shared with Eugene Parks. We anticipate having the crew spend a week on trails maintenance work at HBRA.

-I provided to USFWS a summary of 2020 habitat management efforts at HBRA to benefit the endangered *Bradshaw's lomatium*

-Other partnership efforts: I participated in more or less weekly meetings of HBRA stakeholders to discuss social distancing in the park and other related Park operations topics. I attended the 12/1 Friends of Buford Park Trails Committee meeting. I participated in the 12/15 Coast Fork Floodplain Restoration technical Team meeting, and attended the Rivers to Ridges Executive Team meeting on 12/16. I also participated in the 12/09 Interagency Recreation providers meeting.

Administration:

- Facilitated HBRA Weekly Stakeholder Meetings
- Project oversight of Facility Condition Assessment
- Negotiated contract with FM3 for public survey to gather information for Parks Funding Task Force
- Participated in Armitage Campground Expansion Meetings with County Engineering & Construction Services Division to Develop Scope of Work on Contract
- Facilitated Weekly Staff Meetings
- Participated in Quarterly Recreation Providers Meeting with USACE
- Participated in COVID-19 Quarterly Discussions with USACE
- Assisted Field Staff with Operations Support
- Managed the Placement of Physical Distancing & COVID-19- Related Signage Throughout Park System
- Worked with Michelle Hunt on Public Messaging of COVID-19 Closures & Related Topics
- Managed the Following Projects: Armitage Campground Expansion, Hendricks Bridge Boat Ramp & Parking Improvements, Facilities Condition Assessment, & Parks Funding Task Force