

W. G. A.

BOARD COVER MEMO

DATE: March 21, 2007

TO: Lane County Board of Commissioners

DEPT.: Public Works

PRESENTED BY: Todd Winter, Parks Manager

ITEM TITLE: IN THE MATTER OF AMENDING CHAPTER 18 OF THE LANE MANUAL TO MODIFY THE LANE COUNTY PARKS FEES (LM 18.110, 18.115 AND 18.135)

I. MOTION

TO ADOPT BOARD ORDER AMENDING CHAPTER 18 OF LANE MANUAL TO MODIFY THE LANE COUNTY PARKS FEES.

II. AGENDA ITEM SUMMARY

The Lane County Board of Commissioners is being asked to approve increased user fees for day use areas and Camp Lane to offset some of the car rental tax that has been proposed for redirection to the General Fund.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

On February 7, 2007, the Lane County Management Team drafted their recommendation that all car rental tax be redirected to the County's General Fund and that \$400,000 of transient room tax be directed to parks for those costs eligible for TRT. This equates to a direct net loss to the Parks Special Revenue Fund of approximately \$510,000 in FY 07/08.

B. Policy Issues

The Lane County Management Team has recommended to the Board of Commissioners that all Car Rental Tax (CRT) be redirected to the General Fund and that \$400,000 in Transient Room Tax (TRT) be directed to the Parks Special Revenue Fund. If the Board elects to support this recommendation, Parks' staff will be forced to make significant changes to operations. Policy and practice has historically been to maintain fees as low as possible so that access to parks remains available to all residents and visitors regardless of one's ability to pay. If

the redirection of CRT is affected, it will be necessary for Parks' staff to reduce services, close some facilities, increase fees, or some combination of these options.

C. Board Goals

The request to increase park user fees is consistent with strategic plan element B3. B3 specifically describes supporting services that have "broad public support of the services." County Parks are used by approximately 3,000,000 visitors each year and those users represent a broad range of interests from camping to boating to hiking.

D. Financial and/or Resource Considerations

The total proposed Parks Special Revenue Fund Budget for FY 07/08 is approximately \$2.2 million. Of that, about 55% is for personnel costs. About 40% of the Parks budget is fixed costs including debt payment, overhead, utilities, maintenance agreements, restricted and mandated services like covered bridges and marinas, and the reserve that Parks must maintain to meet payroll requirements during the winter months when fee revenues are minimal. The remainder of the Parks budget is related to leveraged funds. For example, if the County maintains certain boat ramps we received State Funds. The County receives a certain amount of State funding for each operating camp site. Without these budget line items park facilities cannot be maintained safely or in a way that would meet minimum customer expectations.

Given the fixed nature of most parks expenses and the fact that personnel costs are about 55% of the Parks budget, in order to absorb a loss of \$510,000, most of the budget reductions would have to come from personnel. With minimal personnel, some parks would need to be closed or reduced in their usage. Under the proposed funding recommendation from the Management Team, Campgrounds and Camp Lane would remain open and be a priority because of their eligibility for TRT funds and their potential for revenue generation in some cases.

As facilities are closed, Parks would lose additional funds due to reduced capacity. One example of this would be the McKenzie River Coop Maintenance agreement where other jurisdictions pay Parks to maintain their facilities along the McKenzie corridor; approximately \$37,000 per year. If Parks cannot meet the maintenance agreement of three maintenance runs per week and maintenance of the portable restrooms, the partners would withdraw from the coop agreement and the County would lose those revenues. Another example would be the maintenance assistance money that comes from the State Marine Board for maintaining boat ramps along the McKenzie.

For each ramp closure there would be a corresponding loss of revenue. The coop payments and maintenance assistance funds from the State subsidize County maintenance capacity but do not cover all costs. With a reduction in maintenance

FTE there would be a subsequent need for closures and further revenue losses, approximately \$45,000 for the McKenzie watershed.

E. Analysis

On February 7, 2007, the Lane County Management Team recommended that the Board of Commissioners redirect the portion of Car Rental Tax that had been designated for Parks use to go to the County's General Fund; approximately \$910,000 or 40% of the Parks Special Revenue Fund. The Management Team also recommended that \$400,000 of Transient Room Tax (TRT) be redirected for Parks use. The most recent analysis of Parks expenses, conducted in September 2006, indicated that budgeted campground and marketing costs of \$400,581 would be eligible for TRT. This swap would equate to a net loss to Lane County Parks of about \$510,000 or 23% of the total annual budget.

Currently, a budget cut of this magnitude would require a significant reduction in workforce. Staff reductions would severely limit maintenance capacity and would necessitate park closures and reductions. It is estimated that the closures and reductions would cost the park system an additional \$118,000 in revenues from a number of leveraged funding sources. Closures and reductions include the following estimates:

On Fern Ridge

- Perkins Peninsula Park, including the loss of admissions (\$16,000), picnic reservations (\$1,700), and Marine Board funds (\$3,750).
- Orchard Point Park day-use, including the estimated loss of an additional \$15,000 in admissions and \$1,600 in picnic reservations.
- Richardson Park day-use, including the estimated loss of an additional \$30,000 in admissions and \$5,700 in picnic reservations.
- The marina and campground would remain open.

Taking into account pre-season preparation, post-season winterization, mowing, restroom and park cleaning, restroom maintenance, irrigation maintenance, and picnic shelter preparation and maintenance, the cost for utilizing adequate park maintenance staff resources would exceed the \$72,000 in lost fees. Perkins and Richardson may be viable options for remaining open if labor for mowing, cleaning, and site preparation were to be contracted for these limited needs.

In the Coast Zone

- Ada Park on Siltcoos Lake, including the loss of Marine Board funds (\$2,300).
- Siuslaw Falls Park would be gated and closed.
- The Rock Dock (within the Dunes Recreation Area) near South Jetty Rd. All maintenance will cease. When the dock facility becomes unsafe, the facility will be gated and closed.

The Cottage Grove area

- Day-use areas at Baker Bay could be closed or mowing could be contracted.
- All maintenance for Blue Mountain and Vaughn Parks would cease. These parks have been closed and gated but traditionally have been used as illegal dumping sites.
- LaSells Stewart Park will be gated and closed.
- Wildwood Falls Park will be closed.
- Staff maintenance at Bohemia Saddle would cease. Volunteer maintenance would continue.

Limited maintenance could be continued for trash removal if the existing Baker Bay contract could be extended to transfer some mowing, trash collection, and minor maintenance work from internal staff resources to on-site contractor.

McKenzie Corridor

- Regular maintenance runs would be reduced to twice monthly.
- Maintenance of non-Lane County facilities would cease, which would mean the loss in FY 07/08 of \$36,823 from the McKenzie River Coop Maintenance partnership.
- Closure of Rodakowski boat ramp and an additional loss of Marine Board funds (\$3,700). This park regularly experiences vandalism requiring maintenance.
- Closure of Whitely Landing and an additional loss of Marine Board funds (\$3,700). This landing experiences vandalism requiring maintenance with costs exceeding the Marine Board funds.

The loss of the additional \$44,000 in funding from the McKenzie Maintenance Coop and Marine Board funds is less than the cost of FTE required to maintain these facilities. If these services were to be contracted, it is possible that the regular cleaning runs could be continued; however, Rodakowski and Whitely Landings require more journey-level maintenance than could be provided.

Howard Buford Recreation Area aka Mt. Pisgah

- Regular County maintenance would be minimal. The Arboretum would continue maintenance within the lease area.
- The Friends of Buford Park would continue work within the Nursery and restoration project areas.
- The Sheriff's Posse would continue usage of the horse arena.
- Parking areas near the north Trailhead would be closed.
- Fee collection would be automated.
- With severe budget reductions and minimal staff capacity, Parks would discontinue ranger patrols and all problems with theft or vandalism would need to be referred to the Sheriff's Office.

Available staff resources will be directed toward keeping the campgrounds, marinas, and Camp Lane open and functioning. These facilities either generate net revenue or justify Transient Room Tax replacement for lost Car Rental Tax. Therefore, these facilities have been treated as top priorities for allocating the limited staff resources. Because of the physical separation between the various facilities, e.g. Florence to McKenzie Bridge to Bohemia Saddle, there is no economy of scale for converting the additional \$118,000 in lost revenue into currently funded positions adequate to keep facilities open and functioning safely.

Camp Lane currently operates at a net annual loss. Typically, the organizational camp experiences revenues between \$32,000 and \$45,000. Costs run between \$50,000 and \$70,000. The County has subsidized operation of Camp Lane and kept fees artificially low when compared to the market in order to provide a great summer camp experience to youth who would otherwise be unable to afford it. Some major infrastructure projects have been programmed between FY 08/09 and FY 10/11; however, no funding source has been identified for the largest project to replace the shelters. With little labor resource available to support the camp, Parks may be unable to continue to operate this facility without a fee increase.

Currently groups pay \$7/day/person to reserve Camp Lane, with a minimum charge of \$336/day. Staff is proposing an increase of 28%, which equates to \$9/day/person, or a minimum reservation charge of \$430. This would be forecasted as an average annual revenue increase of \$10,800 per year. This minimal increase would compensate in part for rising materials costs and aging infrastructure. It is not predicted that this facility would be self-sufficient or a fully funded park even after this fee increase.

Day-use and season pass fees in other Oregon counties and at state and federal facilities is approximately equivalent to current Lane County fees. State and Federal parks and trail heads typically require fees for the full year. Lane County currently charges a \$3/day and \$30/year fee for usage of all class A parks from May 1 through September 30 and \$2/day and \$20/year at the Howard Buford Recreation Area (Mt. Pisgah). The federal Trail Pass is \$5/day or \$30/year. Oregon State Parks charge \$3/day or \$25/year. Clark County, Washington charges \$4/day or \$40/year. A significant increase in day-use and season pass fees would not be competitive with the regional market. Picnic reservation fees, raised in 2004, have already been raised to the point that they are losing some cost competitiveness with other local options available to users. Even with the higher fee structure, fees would not cover costs.

At almost all federal facilities and most state facilities, fees are charged for the full operational year of the facility. If the federal facility is open for five months, the fee is \$5 per day or \$30 per year, such as the Dorena area campground Schwarz. The same fee structure applies to each federal trail head for the full year. Just as with County park facilities, trash must be removed, trash receptacles provided, restroom facilities may be provided. Boat ramps along the county's rivers are used

for the full year. The boat ramp at Baker Bay is also used for the full year. The Howard Buford Recreation Area is used for the full year and Winter and Spring usage often creates the greatest demand for maintenance. Staff proposes that fees at Lane County Parks be charged for the full year of operation and at all park facilities. While currently only Class A parks and the HBRA at Mt. Pisgah are fee parks, all facilities require ongoing maintenance and care.

Usage data for the non-fee parks is limited because there had been no plans for extending fees to additional parks. However, given the current financial crisis and the prospect of closing and/or discontinuing maintenance at numerous parks, extending fee requirements to all maintained facilities may be one way of maintaining public access to County Parks. For example, day-use or annual passes would be required for vehicles parked at all County boat ramps along the McKenzie and Siuslaw Rivers, at the Heceta Beach County Park area, and at the Triangle Lake dock and boat ramp for the full year. Mt. Pisgah and Westlake on Siltcoos Lake are popular attractions for the full year. Under the staff proposal all would require either a day-use or annual pass on any day of the year. Mt. Pisgah would continue to operate with the lower rate of \$2/day or \$20/year. The Golden Age rate for annual passes would continue.

With a redirection of all \$910,000 in current Car Rental Tax revenue to the General Fund and \$400,000 of Transient Room Tax to the Parks Special Revenue Fund, Lane County Parks will lose a net \$510,000 annually. Because of the leveraged nature of current parks funding and the requisite FTE reductions and subsequent maintenance capacity loss with this net revenue loss, Parks would lose an estimated additional \$118,000 depending on the County's ability to contract some basic labor and to increase some fee revenues.

While it is impossible to forecast increased fee revenues with precision, implementation of the proposed fee increases and some limited expanded contracting for mowing, restroom cleaning, and picnic site cleaning would allow for limited reopening or more limited closures. Specifically, staff believes it would be possible for Parks to open the Richardson Park day-use area, the boat ramp at Perkins Peninsula Park, and to maintain the McKenzie corridor coop boat ramps and facilities.

One additional opportunity that may be explored is related to river access along the McKenzie. Fees are charged to users on the Lower Deschutes River and on the wild BLM sections of the Rogue River. On the Deschutes, a per person access fee is charged in addition to a day-use fee for vehicles. On the Rogue, guides pay a 3% access fee to BLM. If the Board so chooses, staff can explore McKenzie River access fees for possible implementation in May 2008.

F. Alternatives/Options

1. Board approval of proposed fee increases as of June 1, 2007 to include:
 - Extend \$3/day or \$30 annual pass requirements to all Lane County parks other than HBRA. Day-use and annual passes would be made available through more outlets including local stores throughout the county.
 - Extend the \$2/day or \$20 annual pass requirements at HBRA to the full year.
 - Increase fees at Camp Lane to \$9/person/day or a minimum group fee of \$430/day.
 - Support contracting some labor for mowing, trash collection, and site preparation/cleanup.
 - Staff to begin exploration of McKenzie River access/user fees for possible implementation in 2008.
2. Board approval of strategies to increase fees other than as proposed by staff.
3. Do not recommend approval of any park fee increases.

IV. RECOMMENDATION

Staff, the Parks Advisory Committee and Finance and Audit have recommended Option 1, increasing fees as detailed in III, F(1).

V. TIMING/IMPLEMENTATION

If the Board approves option 1, staff will install necessary signage at appropriate locations and prepare to implement fee increases as of June 1, 2007.

VI. FOLLOW-UP

If the motion is passed, Park's staff will implement fee increases effective June 1, 2007

VII. ATTACHMENTS

Attachment A – Proposed Lane Manual Changes

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18.005

Lane Manual

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Chapter 18 - PARKS

18.005 Definitions.

For the purposes of LM 18.005 through LM 18.145, unless the context requires otherwise, the following words and phrases shall mean:

County Park. Any real property or rights in property heretofore or hereafter acquired by Lane County and designated by the Board as County Forest, Public Park or Recreational Area.

Dawn. One-half hour before sunrise as officially established by the National Weather Service in Eugene, Oregon.

Dusk. One-half hour after sunset as officially established by the National Weather Service in Eugene, Oregon.

Parks Manager. The manager of the Parks Division of the Department of Public Works. *(Revised by Order No. 99-5-5-17, Effective 5.5.99)*

18.100 Season and Hours of Operation.

The following schedule for the operation of County parks is established:

(1) DAY USE AREAS

Year Round Dawn - Dusk
Exceptions: Armitage, Baker Bay, Hendricks
Bridge, Orchard Point, Richardson, Perkins Peninsula:
Winter Season (11/1 - 3/31) Limited Service

(2) MARINAS

Baker Bay, Orchard Point, Richardson:
4/1 - 9/30 Open
10/1 - 3/31 Closed

(3) CAMPGROUNDS

Baker Bay:
4/15 - 10/15 Open
10/16 - 4/14 Closed
Camp Lane:
5/1 - 10/31 Open
11/1 - 4/31 Closed
Harbor Vista: Open Year Round
Richardson:
4/15 - 10/15 Open
10/16 - 4/14 Closed

(Revised by Order No. 99-5-5-17; Effective 5.5.99; 03-4-30-4, 5.7.03; 06-3-15-10, 3.15.06)

18.105 Park Closure and Emergency Rules.

The Board delegates to the Parks Manager the authority as the Board's duly-authorized agent to close to public use any County park or portion thereof, or restrict the times when the same shall be open to such use, or limit or prohibit any recreational use, or establish emergency rules governing park use for up to thirty (30) days, whenever such action is necessary to protect the health or safety of the public or to prevent damage to the park or any of its facilities. *(Revised by Order No. 99-5-5-17; Effective 5.5.99)*

18.110 Fees.

(1) The following schedule of user fees is established:

(a) Parking Fees

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Daily, per vehicle:

All Lane County Parks open to public, except

Howard Buford\$ 3.00

~~Armitage Park~~\$ 3.00

~~Baker Bay Park~~\$ 3.00

~~Hendricks Bridge~~\$ 3.00

Howard Buford Recreation Area\$ 2.00

~~Orchard Point Park~~\$ 3.00

~~Richardson Park~~\$ 3.00

~~Perkins Peninsula Park~~\$ 3.00

Season pass, Howard Buford Recreation

Area only, per vehicle\$ 20.00

Season pass, per vehicle (**all Parks**)\$ 30.00

~~Season pass, after September 1~~\$ 15.00

~~Season pass, Howard Buford Recreation Area~~
~~after September 1~~\$ 10.00

(b) Group Picnic Reservations

Per Unit, Per Day:

Armitage, Baker Bay, Hendricks Bridge,
Orchard Point, and Richardson Parks

Sites that accommodate up to 50 people\$ 50.00

Sites that accommodate 51 to 100 people\$ 100.00

Sites that accommodate 101 to 150 people\$ 150.00

Sites that accommodate greater than
150 people\$ 200.00

(c) Resident Camping (Camp Lane)

Overnight Campers

Per Person, Per Day\$ ~~7.00~~**9.00**

Minimum per Day\$ ~~336.00~~**430.00**

Day use visitors\$ 4.00

(d) Campsite Rental

Per Campsite, Per Day:

Baker Bay:

Tent Site\$ 16.00

Harbor Vista:

Electric & Water\$ 20.00

Richardson:

Electric & Water\$ 20.00

Additional vehicle in campsite\$ 6.50

Campsite Reservation Fee\$ 10.00

Campsite, Reservation Change Fee\$ 6.00

Group Camp Area, Rental Fee\$ 50.00

Group Camp Area, Reservation Fee\$ 10.00

Group Camp Area, Reservation Change Fee\$ 6.00

Use of dump station\$ 3.00

Firewood, per bundle\$ 5.00

(e) Special Use Facilities

Park Rental, Per Day:

Howard Buford Recreation Area and Zumwalt Park:

Groups equal to or less than 150\$ 150.00

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	Groups greater than 150	
	Set by Parks Mgr	\$ 150.00
		minimum

(f) Moorage

Baker Bay Park (Seasonal only)		
Single Berth (8' wide)	\$	300.00
Single Berth (10' wide)	\$	370.00
On-shore Berth.....	\$	100.00
Orchard Point Park		
Double Berth (7'6" wide)		
Seasonal.....	\$	265.00
Monthly.....	\$	68.00
Weekly	\$	23.00
Daily	\$	8.00
Double Berth (10' wide)		
Seasonal.....	\$	355.00
Monthly.....	\$	95.00
Weekly	\$	33.00
Daily	\$	11.00
Double Berth (12'6" wide)		
Seasonal.....	\$	415.00
Monthly.....	\$	113.00
Weekly	\$	39.00
Daily	\$	3.00
Single Berth (10' wide)		
Seasonal.....	\$	415.00
Monthly.....	\$	113.00
Weekly	\$	39.00
Daily	\$	13.00
Richardson Park		
Single Berth (8' wide)		
Seasonal.....	\$	335.00
Monthly.....	\$	89.00
Weekly	\$	31.00
Daily	\$	10.00
Single Berth (9' wide)		
Seasonal.....	\$	335.00
Monthly.....	\$	95.00
Weekly	\$	33.00
Daily	\$	11.00
Single Berth (10' wide)		
Seasonal.....	\$	415.00
Monthly.....	\$	113.00
Weekly	\$	39.00
Daily	\$	13.00
Use of Pump Out Station	\$	2.00

(g) Special Use Permits

Administrative processing fee.....	\$	20.00
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(2) The Board delegates to the Parks Manager the authority as the Board's duly-authorized agent to negotiate with groups and organizations the payment of user

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fees on a lump sum or flat rate basis in lieu of the established fee schedule as long as such payment provides revenue at least equal to that which would accrue through application of the fee schedule. The Parks Manager has authority to negotiate a lesser fee with non-profit youth service organizations in exchange for services within the park system. (Revised by Order No. 00-2-9-4; Effective 2.9.00; 03-4-30-4, 5.7.03; 05-12-14-11, 12.14.05; 06-3-15-10, 3.15.06)

18.115 Parking Fees.

(1) Parking fees shall be charged year round ~~from May 1 through September 30~~ as follows:

~~Armitage, Baker Bay, Hendricks Bridge, Howard Buford Recreation Area, Orchard Point, Richardson and Perkins Peninsula.~~ All Lane County parks open to the public:

Daily, between 9a.m. - 7 p.m.

(2) A parking fee shall be paid for all vehicles, including motorcycles and motorbikes, entering a fee park during the hours of fee collection except as follows:

(a) Vehicles belonging to the Corps of Engineers or Lane County, its agents and concessionaires (including their personal guests),

(b) Vehicles belonging to an agency providing public transportation service to a park,

(c) Vehicles exhibiting a weekly or monthly moorage rental receipt,

(d) Vehicles exhibiting a valid Lane County campsite rental receipt,

(e) Vehicles exhibiting a season or group event parking permit.

(3) The following parking permits will be issued:

(a) Season Pass - Allows admission to all County fee parks. Pass must be affixed to vehicle windshield or clearly displayed on dashboard. Howard Buford Recreation Area Season Pass is valid only at Howard Buford Recreation Area.

(b) Group Event Parking - Organizations holding group picnics or other events may choose to pay parking for their members. Permits will be purchased in advance by the organization and distributed to the group. Payment will be made in advance of the event in accordance with the number of permits purchased. All vehicles will be required to display a valid parking permit.

(4) No refunds are given for season passes.

(5) Replacement season passes will only be issued upon written notification to the Parks Manager detailing the circumstances under which the pass was lost, destroyed, or stolen. The pass holder will certify that the replacement pass will not be transferred to another party and that the replacement pass will be returned to the Parks Division if the original pass is found.

(6) A discount of fifty percent (50%) will be credited to the person paying for a season pass if they provide a valid Golden Age Passport issued by the federal government. The person paying for the season pass must present the Golden Age Passport to the park staff at the time of purchase to receive the discount.

(7) One or more persons may perform pre-approved volunteer services for the Parks division and receive a seasonal vehicle pass. A minimum of 15 hours per vehicle pass shall be documented by the Friends of Buford Park, and furnished to the Parks division to qualify for this pass. (Revised by Order No. 00-2-9-4; Effective 2.9.00; 03-4-30-4, 5.7.03; 06-3-15-10, 3.15.06)

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(c) Baker Bay - Vessels longer than 29 feet and/or 10 feet in width cannot be accommodated.

(5) All marina moorage applicants shall provide a copy of their State Marine Board registration if requested by the Marina Manager.

(6) Each seasonal moorage holder at Orchard Point and Richardson marinas will be issued one season admission pass and one gate key. Additional passes may be purchased from the Parks Division Office. Additional or replacement keys may be purchased from the Marina Manager.

(7) Refunds for cancellation of a seasonal moorage will be prorated at the monthly rate with charges assessed as of April 1. Persons canceling a seasonal moorage do not have renewal or exchange rights for the following season. Season pass and keys are to be returned to the Marina Manager upon application for refund. No refunds are given for season passes or purchased keys. Monthly moorages will be prorated at the weekly rate and weekly moorages will be prorated at the daily rate. *(Revised by Order No. 00-2-9-4; Effective 2.9.00; 06-3-15-10, 3.15.06)*

18.130 Campgrounds.

(1) Reservations for regular, non-group campsites will be taken on a first come, first served basis beginning the second Monday in January for campgrounds operated on a seasonal basis. Campgrounds which are open on a year round basis will receive reservations throughout the entire year. Reservation requests must be received at least 14 days in advance of the requested date of use. A reservation fee must be paid in addition to one night's campsite rental fee. The reservation fee is non-refundable. Requests to cancel a reservation must be made at least 14 days or more before the date of use or the campsite rental fee will also be retained by the County. In cases of emergency, the Parks Manager has authority to grant a free night's stay at a County campground.

(2) Group campsites may be reserved on a first come, first served basis beginning the second Monday in January of the year in which the campsite will be used. A reservation fee must be paid in addition to the campsite rental fee. This fee is not refunded in case of a cancellation. Reservation cancellations may be made at least 14 days or more before the date of use without penalty. If a reservation is canceled within 14 days of the date of use, the campsite rental fee will be retained.

(3) Campers should visit the Campground Office and complete registration within one-half hour of arrival.

(4) Regular, non-group campsites may be occupied by a maximum of two vehicles or one vehicle and trailer. *(Revised by Order No. 96-2-14-4; Effective 2.14.96; 06-3-15-10, 3.15.06)*

18.135 Resident Camping (Camp Lane).

(1) Camp Lane is available from May 1 through October 31 by reservation only to organizations and groups. Reservations for commercial purposes are not accepted. If weather conditions permit and it is financially feasible, the Parks Manager has authority to extend the camping season. Reservations for the next season may be made beginning October 1st for groups with current year reservations. After October 15th reservations may be made by any group for the following season.

(2) The number of persons on the premises at any one time shall be limited to 150. Violation may result in the closure of the camp until the situation is remedied and/or may result in immediate termination of the renter's use of the premises.

(3) The daily fee applies to all persons over two years of age. Check in time is 2:00 p.m. and check out time is 12:00 p.m. The per person fee will be charged for each

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person who stays overnight at the camp. Any day use visitor that stays at the camp more than one hour will be charged the day use visitor fee. Any group which remains at the camp after the check out time will be charged another full day rental based upon the previous day's attendance figure. On a daily basis, the renter is required to fill out an attendance sheet supplied by the Camp Manager and report the total number of overnight campers and day use visitors to the Camp Manager. The Camp Manager retains the right to establish the daily head count.

(4) A ~~\$336~~**430** deposit is required to confirm a reservation. The deposit will be applied to charges incurred by renter including rental charge, breakage or loss of equipment, repairs required because of damages caused by renter, and clean-up costs due to inadequate clean-up by renter.

(5) Renter will provide certification of insurance as required by the Lane County Risk Manager.

(6) Reservation cancellations should be made as early as possible to enable use of the camp by others. Reservation cancellations may be made at least 60 days or more before the scheduled event without penalty. However, the County will retain \$50 of the deposit to cover administrative costs associated with making the reservation. If a reservation is canceled within 60 days of a scheduled event, 100% of the deposit will be retained. Forfeiture of the deposit will be waived, less \$50, if the area is rented by another party. In cases of emergency, the Parks Manager has authority to return 100% of the deposit.

(7) Special Rules:

(a) Renter shall prevent the possession and use of alcoholic beverages and illegal drugs in camp during the period of occupancy.

(b) Open fires are allowed only in the fire pits, except during periods of high fire danger when they are completely prohibited. Candles, fuel lamps and other flames shall not be permitted in the sleeping quarters.

(c) Smoking shall not be permitted in the sleeping quarters.

(d) Temporary outlets, lights and extension cords are not allowed.

(e) Dogs (except seeing eye dogs) and pets are not allowed at camp.

(f) Camp notices and signs are allowed only on surfaces that will not be damaged by the use of tape. All other fasteners are prohibited.

(g) Campers may not climb any trees.

(h) Unless an exception is granted by the Camp Manager, games will be held only in the sand area, basketball court and soccer field. Tents may not be set up on lawns, nor may campers sleep on lawns.

(8) The Camp Manager is the official representative of Lane County and has authority to inspect facilities at all times, to interpret regulations, to judge the acceptability of sanitation and clean-up, and to determine the manner in which charges shall be assessed. *(Revised by Order No. 96-2-14-4; Effective 2.14.96; 03-4-30-4, 5.7.03; 06-3-15-10, 3.15.06)*

18.140 Special Use Permits.

(1) The Board delegates to the Parks Manager the authority as the Board's duly-authorized agent to provide specific written authorization for the following special uses:

(a) Activities which are permitted as exceptions to prohibited uses of County Parks when Lane Code expressly provides for such exceptions pursuant to specific written authorization.

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.

IN THE MATTER OF AMENDING CHAPTER 18 OF
THE LANE MANUAL TO MODIFY THE LANE
COUNTY PARKS FEES (LM 18.110, 18.115 and
18.135)

The Board of County Commissioners of Lane County orders as follows:

Lane Manual Chapter 18 is hereby amended by deleting, substituting, and adding the following section:

DELETE THIS SECTION

18.110, 18.115
as located on pages 18-1 through 18-4
(a total of 4 pages)

18.135
as located on page 18-6 through 18-7
(a total of 2 pages).

INSERT THIS SECTION

18.110, 18.115
as located on pages 18-1 through 18-4
(a total of 4 pages)

18.135
as located on page 18-6 through 18-7
(a total of 2 pages).

Said section is attached hereto and incorporated herein by reference. The purpose of this substitution and addition is to modify the Lane County Parks fees (LM 18.110, 18.115 and 18.135).

Adopted this _____ day of _____ 2007.

Chair, Lane County Board of Commissioners

APPROVED AS TO FORM

Date 3-13-07 Lane County



OFFICE OF LEGAL COUNSEL

Chapter 18 - PARKS

18.005 Definitions.

For the purposes of LM 18.005 through LM 18.145, unless the context requires otherwise, the following words and phrases shall mean:

County Park. Any real property or rights in property heretofore or hereafter acquired by Lane County and designated by the Board as County Forest, Public Park or Recreational Area.

Dawn. One-half hour before sunrise as officially established by the National Weather Service in Eugene, Oregon.

Dusk. One-half hour after sunset as officially established by the National Weather Service in Eugene, Oregon.

Parks Manager. The manager of the Parks Division of the Department of Public Works. *(Revised by Order No. 99-5-5-17, Effective 5.5.99)*

18.100 Season and Hours of Operation.

The following schedule for the operation of County parks is established:

(1) **DAY USE AREAS**

Year Round	Dawn - Dusk
Exceptions: Armitage, Baker Bay, Hendricks	
Bridge, Orchard Point, Richardson, Perkins Peninsula:	
Winter Season (11/1 - 3/31)	Limited Service

(2) **MARINAS**

Baker Bay, Orchard Point, Richardson:	
4/1 - 9/30	Open
10/1 - 3/31	Closed

(3) **CAMPGROUNDS**

Baker Bay:	
4/15 - 10/15	Open
10/16 - 4/14	Closed
Camp Lane:	
5/1 - 10/31	Open
11/1 - 4/31	Closed
Harbor Vista:	Open Year Round
Richardson:	
4/15 - 10/15	Open
10/16 - 4/14	Closed

(Revised by Order No. 99-5-5-17; Effective 5.5.99; 03-4-30-4, 5.7.03; 06-3-15-10, 3.15.06)

18.105 Park Closure and Emergency Rules.

The Board delegates to the Parks Manager the authority as the Board's duly-authorized agent to close to public use any County park or portion thereof, or restrict the times when the same shall be open to such use, or limit or prohibit any recreational use, or establish emergency rules governing park use for up to thirty (30) days, whenever such action is necessary to protect the health or safety of the public or to prevent damage to the park or any of its facilities. *(Revised by Order No. 99-5-5-17; Effective 5.5.99)*

18.110 Fees.

(1) The following schedule of user fees is established:

(a) **Parking Fees**

Daily, per vehicle:

	All Lane County Parks open to public, except	
	Howard Buford	\$ 3.00
	Howard Buford Recreation Area	\$ 2.00
	Season pass, Howard Buford Recreation Area only, per vehicle	\$ 20.00
	Season pass, per vehicle (all Parks)	\$ 30.00
(b)	<u>Group Picnic Reservations</u>	
	Per Unit, Per Day:	
	Armitage, Baker Bay, Hendricks Bridge, Orchard Point, and Richardson Parks	
	Sites that accommodate up to 50 people	\$ 50.00
	Sites that accommodate 51 to 100 people	\$ 100.00
	Sites that accommodate 101 to 150 people	\$ 150.00
	Sites that accommodate greater than 150 people	\$ 200.00
(c)	<u>Resident Camping (Camp Lane)</u>	
	Overnight Campers	
	Per Person, Per Day	\$ 9.00
	Minimum per Day	\$ 430.00
	Day use visitors	\$ 4.00
(d)	<u>Campsite Rental</u>	
	Per Campsite, Per Day:	
	Baker Bay:	
	Tent Site	\$ 16.00
	Harbor Vista:	
	Electric & Water	\$ 20.00
	Richardson:	
	Electric & Water	\$ 20.00
	Additional vehicle in campsite	\$ 6.50
	Campsite Reservation Fee	\$ 10.00
	Campsite, Reservation Change Fee	\$ 6.00
	Group Camp Area, Rental Fee	\$ 50.00
	Group Camp Area, Reservation Fee	\$ 10.00
	Group Camp Area, Reservation Change Fee	\$ 6.00
	Use of dump station	\$ 3.00
	Firewood, per bundle	\$ 5.00
(e)	<u>Special Use Facilities</u>	
	Park Rental, Per Day:	
	Howard Buford Recreation Area and Zumwalt Park:	
	Groups equal to or less than 150	\$ 150.00
	Groups greater than 150	
	Set by Parks Mgr	\$ 150.00
		minimum
(f)	<u>Moorage</u>	
	Baker Bay Park (Seasonal only)	
	Single Berth (8' wide)	\$ 300.00
	Single Berth (10' wide)	\$ 370.00
	On-shore Berth	\$ 100.00
	Orchard Point Park	
	Double Berth (7'6" wide)	
	Seasonal	\$ 265.00

Monthly	\$ 68.00
Weekly	\$ 23.00
Daily	\$ 8.00
Double Berth (10' wide)	
Seasonal.....	\$ 355.00
Monthly.....	\$ 95.00
Weekly	\$ 33.00
Daily	\$ 11.00
Double Berth (12'6" wide)	
Seasonal.....	\$ 415.00
Monthly.....	\$ 113.00
Weekly	\$ 39.00
Daily	\$ 3.00
Single Berth (10' wide)	
Seasonal.....	\$ 415.00
Monthly.....	\$ 113.00
Weekly	\$ 39.00
Daily	\$ 13.00
Richardson Park	
Single Berth (8' wide)	
Seasonal.....	\$ 335.00
Monthly.....	\$ 89.00
Weekly	\$ 31.00
Daily	\$ 10.00
Single Berth (9' wide)	
Seasonal.....	\$ 335.00
Monthly.....	\$ 95.00
Weekly	\$ 33.00
Daily	\$ 11.00
Single Berth (10' wide)	
Seasonal.....	\$ 415.00
Monthly.....	\$ 113.00
Weekly	\$ 39.00
Daily	\$ 13.00
Use of Pump Out Station	\$ 2.00
(g) <u>Special Use Permits</u>	
Administrative processing fee.....	\$ 20.00

(2) The Board delegates to the Parks Manager the authority as the Board's duly-authorized agent to negotiate with groups and organizations the payment of user fees on a lump sum or flat rate basis in lieu of the established fee schedule as long as such payment provides revenue at least equal to that which would accrue through application of the fee schedule. The Parks Manager has authority to negotiate a lesser fee with non-profit youth service organizations in exchange for services within the park system. (Revised by Order No. 00-2-9-4; Effective 2.9.00; 03-4-30-4, 5.7.03; 05-12-14-11, 12.14.05; 06-3-15-10, 3.15.06)

18.115 Parking Fees.

- (1) Parking fees shall be charged year round as follows:
All Lane County parks open to the public:
Daily, between 9a.m. - 7 p.m.

(2) A parking fee shall be paid for all vehicles, including motorcycles and motorbikes, entering a fee park during the hours of fee collection except as follows:

(a) Vehicles belonging to the Corps of Engineers or Lane County, its agents and concessionaires (including their personal guests),

(b) Vehicles belonging to an agency providing public transportation service to a park,

(c) Vehicles exhibiting a weekly or monthly moorage rental receipt,

(d) Vehicles exhibiting a valid Lane County campsite rental receipt,

(e) Vehicles exhibiting a season or group event parking permit.

(3) The following parking permits will be issued:

(a) Season Pass - Allows admission to all County fee parks. Pass must be affixed to vehicle windshield or clearly displayed on dashboard. Howard Buford Recreation Area Season Pass is valid only at Howard Buford Recreation Area.

(b) Group Event Parking - Organizations holding group picnics or other events may choose to pay parking for their members. Permits will be purchased in advance by the organization and distributed to the group. Payment will be made in advance of the event in accordance with the number of permits purchased. All vehicles will be required to display a valid parking permit.

(4) No refunds are given for season passes.

(5) Replacement season passes will only be issued upon written notification to the Parks Manager detailing the circumstances under which the pass was lost, destroyed, or stolen. The pass holder will certify that the replacement pass will not be transferred to another party and that the replacement pass will be returned to the Parks Division if the original pass is found.

(6) A discount of fifty percent (50%) will be credited to the person paying for a season pass if they provide a valid Golden Age Passport issued by the federal government. The person paying for the season pass must present the Golden Age Passport to the park staff at the time of purchase to receive the discount.

(7) One or more persons may perform pre-approved volunteer services for the Parks division and receive a seasonal vehicle pass. A minimum of 15 hours per vehicle pass shall be documented by the Friends of Buford Park, and furnished to the Parks division to qualify for this pass. *(Revised by Order No. 00-2-9-4; Effective 2.9.00; 03-4-30-4, 5.7.03; 06-3-15-10, 3.15.06)*

18.120 Group Picnic Areas.

(1) Group picnic areas may be reserved for use during the period of May 1 through September 30. Reservations are on a first come, first served basis and may be made beginning the second Monday in January of the year in which the park will be used. Groups with reservations have priority over others for use of the group picnic shelter, BBQs and picnic tables; other areas of the park are available to all on a first come, first served basis.

(2) Reservation cancellations should be made as early as possible to enable use of the picnic area by others. Reservation cancellations may be made at least 30 days or more before a scheduled event without penalty. If a reservation is canceled within 30 days of a scheduled event, the reservation fee will be retained.

(3) Refunds will not be given for rained-out events; however, the event may be rescheduled for another day during the same season without payment of an additional reservation fee. *(Revised by Order No. 00-2-9-4; Effective 2.9.00; 06-3-15-10, 3.15.06)*

18.125 Moorage.

(1) Reservations:

operated on a seasonal basis. Campgrounds which are open on a year round basis will receive reservations throughout the entire year. Reservation requests must be received at least 14 days in advance of the requested date of use. A reservation fee must be paid in addition to one night's campsite rental fee. The reservation fee is non-refundable. Requests to cancel a reservation must be made at least 14 days or more before the date of use or the campsite rental fee will also be retained by the County. In cases of emergency, the Parks Manager has authority to grant a free night's stay at a County campground.

(2) Group campsites may be reserved on a first come, first served basis beginning the second Monday in January of the year in which the campsite will be used. A reservation fee must be paid in addition to the campsite rental fee. This fee is not refunded in case of a cancellation. Reservation cancellations may be made at least 14 days or more before the date of use without penalty. If a reservation is canceled within 14 days of the date of use, the campsite rental fee will be retained.

(3) Campers should visit the Campground Office and complete registration within one-half hour of arrival.

(4) Regular, non-group campsites may be occupied by a maximum of two vehicles or one vehicle and trailer. *(Revised by Order No. 96-2-14-4; Effective 2.14.96; 06-3-15-10, 3.15.06)*

18.135 Resident Camping (Camp Lane).

(1) Camp Lane is available from May 1 through October 31 by reservation only to organizations and groups. Reservations for commercial purposes are not accepted. If weather conditions permit and it is financially feasible, the Parks Manager has authority to extend the camping season. Reservations for the next season may be made beginning October 1st for groups with current year reservations. After October 15th reservations may be made by any group for the following season.

(2) The number of persons on the premises at any one time shall be limited to 150. Violation may result in the closure of the camp until the situation is remedied and/or may result in immediate termination of the renter's use of the premises.

(3) The daily fee applies to all persons over two years of age. Check in time is 2:00 p.m. and check out time is 12:00 p.m. The per person fee will be charged for each person who stays overnight at the camp. Any day use visitor that stays at the camp more than one hour will be charged the day use visitor fee. Any group which remains at the camp after the check out time will be charged another full day rental based upon the previous day's attendance figure. On a daily basis, the renter is required to fill out an attendance sheet supplied by the Camp Manager and report the total number of overnight campers and day use visitors to the Camp Manager. The Camp Manager retains the right to establish the daily head count.

(4) A \$430 deposit is required to confirm a reservation. The deposit will be applied to charges incurred by renter including rental charge, breakage or loss of equipment, repairs required because of damages caused by renter, and clean-up costs due to inadequate clean-up by renter.

(5) Renter will provide certification of insurance as required by the Lane County Risk Manager.

(6) Reservation cancellations should be made as early as possible to enable use of the camp by others. Reservation cancellations may be made at least 60 days or more before the scheduled event without penalty. However, the County will retain \$50 of the deposit to cover administrative costs associated with making the reservation. If a reservation is canceled within 60 days of a scheduled event, 100% of the deposit will be retained. Forfeiture of the deposit will be waived, less \$50, if the area is rented by

another party. In cases of emergency, the Parks Manager has authority to return 100% of the deposit.

(7) **Special Rules:**

(a) Renter shall prevent the possession and use of alcoholic beverages and illegal drugs in camp during the period of occupancy.

(b) Open fires are allowed only in the fire pits, except during periods of high fire danger when they are completely prohibited. Candles, fuel lamps and other flames shall not be permitted in the sleeping quarters.

(c) Smoking shall not be permitted in the sleeping quarters.

(d) Temporary outlets, lights and extension cords are not allowed.

(e) Dogs (except seeing eye dogs) and pets are not allowed at camp.

(f) Camp notices and signs are allowed only on surfaces that will not be damaged by the use of tape. All other fasteners are prohibited.

(g) Campers may not climb any trees.

(h) Unless an exception is granted by the Camp Manager, games will be held only in the sand area, basketball court and soccer field. Tents may not be set up on lawns, nor may campers sleep on lawns.

(8) The Camp Manager is the official representative of Lane County and has authority to inspect facilities at all times, to interpret regulations, to judge the acceptability of sanitation and clean-up, and to determine the manner in which charges shall be assessed. *(Revised by Order No. 96-2-14-4; Effective 2.14.96; 03-4-30-4, 5.7.03; 06-3-15-10, 3.15.06)*

18.140 Special Use Permits.

(1) The Board delegates to the Parks Manager the authority as the Board's duly-authorized agent to provide specific written authorization for the following special uses:

(a) Activities which are permitted as exceptions to prohibited uses of County Parks when Lane Code expressly provides for such exceptions pursuant to specific written authorization.

(b) Activities which involve exclusive use of a park area not normally available for reservation or rental.

(c) Races, aquatic events, day camps and activities which may be hazardous to participants or spectators.

(d) Activities involving the use of personal equipment, including, but not limited to, folding tables and chairs, booths, tents, and dunk tanks.

(2) Special Use Permits issued under this section may impose reasonable restrictions including the following:

(a) Limits on the time, place and manner of the special use activity.

(b) Requirement to post a deposit or other security to ensure proper clean up and repair of damages.

(c) Requirement to provide certification of insurance in amounts approved by the Lane County Risk Manager.

(d) Requirement to agree to hold harmless Lane County, its Commissioners, agents, officers and employees from liability arising from the special use activity.

(e) Requirement to obtain permits required by other agencies.

(f) Requirement to agree to repair, or reimburse Lane County for the cost of such repair, of any damages caused by the special use. *(Revised by Order No. 96-2-14-4; Effective 2.14.96; 06-3-15-10, 3.15.06)*