PARKS ADVISORY COMMITTEE

AGENDA
Monday, February 11, 2019

8:00pm Public Meeting Session - Goodson Rm.  3040 N. Delta Hwy., Eugene, OR 97408

Note: This is an abbreviated meeting due to the LEOC meeting held earlier in the evening.

PAC Meeting
I. **Introductions** – (5 min.)
II. **Public Comment** – (up to 10 min.)
III. **Assignment Review** – all (5 min.)
IV. **Review of Meeting Summary** – All (2 min.)
V. **Staff Updates/Reports** – (10 min.)
   1) Armitage Phase 2 Expansion Public Outreach Plan
   2) Willamette Confluence Preserve Transfer Update
   3) Maggie Osgood – Unity Park
VI. **Old Business** – All (15 min.)
   1) General Fund Discussion
VII. **New Business** – All (10 min.)
   1) Election of Officers
   2) FY 19/20 Budget
VIII. **Open** – All (5 min.)
IX. **Operations Report** – (5 min.)
X. **Meeting Wrap-up/Assignments** – (5 min.)
XI. **Adjourn**

2019 Meeting Dates:
JANUARY 14  MAY 13  SEPTEMBER 9
FEBRUARY 11  JUNE 10  OCTOBER 14
MARCH 11  JULY NO MEETING  NOVEMBER 18
APRIL 8  AUGUST NO MEETING  DECEMBER 9
Lane County Parks Advisory

January 14, 2019
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: Greg Hyde, Wayne Lemler, Kevin Shanley, Ashley Adelman, Pat Bradshaw
Former Members: Jim Mayo, Carl Stiefbold
Staff Present: Brett Henry, Charlie Conrad, Ed Alverson, Todd Bowen
Guests Present: None

Chair Lemler called the meeting to order at 6:04 p.m.

00:00:15 Introductions – Chair Lemler discussed current committee member status and the conditions for members and former members’ involvement in tonight’s meeting. Members elected Wayne Lemler as pro tem chairperson until elections at the February meeting.

00:02:40 Public Comment - None

00:02:55 Assignment Review – None

00:03:00 Review of December 10, 2018 Meeting Summary
  - Approved as written

00:04:00 New Business
  - Carl Stiefbold Reappointment – Members passed a motion to recommend to County Commissioners that Mr. Stiefbold be reappointed for another term to the Parks Advisory Committee.
  - Annual Maintenance Review – Bowen recapped several large maintenance projects that parks staff worked on over the past year.

00:23:25 Staff Updates/Reports
  - Willamette Confluence Preserve Transfer – Henry recapped the meeting held in December where several local agencies discussed transferring ownership of the preserve. A request was made for a second meeting to further discuss the conditions of the proposal and the transfer of ownership. A second meeting is scheduled for February 5th.
  - Homeless Car Camping – Henry reviewed a 2013 program where Lane County Parks (LCP) partnered with St. Vincent DePaul (SVDP) to place screened individuals as park hosts to provide a
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- Homeless Car Camping (cont.) - security presence at a select number of Lane County Parks. Henry discussed the pros and cons of the project, what worked and what didn’t work, and the expectations necessary for persons designated as a park host. There was further discussion regarding homeless camping in county parks and the resources that are available to park users and visitors in the community.

00:53:20 Old Business

- **CIP** – Review of the 5-year CIP. Hyde made a motion that the PAC recommend the CIP be approved and submitted to the BCC for adoption. Shanley seconded the motion. The motion passed 4 to 1. Shanley also recommended a motion requesting an allocation of a portion of general fund monies to support LCP. Members discussed funding issues and ways to generate support from Commissioners to add staffing and focus on maintenance backlog. After discussion, the motion was tabled until a later meeting.
- **Covered Bridges Report** – Henry discussed needs for funding repairs of scenic covered bridges that are no longer covered under Road fund dollars and have been designated to Parks inventory.
- **Armitage Phase 2 Expansion** – Henry discussed a plan for public outreach with neighbors and stakeholders to obtain feedback on how Parks should proceed with expansion plans of the campground property.

01:39:00 New Business

- **Triangle Lake Park** – Operated as a campground until a few years ago when it was closed due to land use code compliance issues. Parks was approached about purchasing the property, but due to the asking price and limited capacity and resources to bring it up to code, management did not feel obtaining this property was in the best interest of the Parks department at this time.
- **Blue Mountain Park** – Staff met with Coast Fork Watershed Council personnel to discuss the potential for an outdoor school interpretive site on this property. Staff would like to develop a Friends group of neighbors and stakeholders to look for various prospects for this park location. Adelman suggested parks staff look into future grant opportunities with the Gray Family Foundation.
- **Facility Condition Assessment & Business Plan** – Henry recapped the responses he has received regarding the cost of hiring consultants to evaluate facility conditions, provide a market research analysis and business plan, and to conduct an economic impact analysis.
- **Master Plan – Action Plan** – Henry suggested a work session in the fall of 2019 to create an action plan for implementation of the recently adopted Master Plan.
- **Jim Mayo Farewell** – Mr. Mayo recapped his time serving on the committee and bid committee members adieu as his term on the advisory committee comes to a close. Members also had an opportunity to review an application from Donald Weick to fill Commissioner Berny’s vacancy of Mayo’s position on this committee. Members reviewed Mr. Weick’s application and moved to recommend to the commissioners his appointment to the Parks Advisory Committee.
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02:16:30 Open
- Bradshaw requested a map or drawing of the plans to add additional parking spaces at Heceta Beach Park. Bradshaw also inquired about community outreach for feedback on the acquisition of the North Jetty parking area property.
- Lemler asked if there was enough time to get the approvals of the committee appointments on the Commissioner’s consent calendar before the next PAC meeting in February. Henry reviewed the timeline and discussed the process for getting items onto the consent calendar.
- Shanley inquired about recently hired PW Grant Writer Linda Cook and the process for coordinating with her for future grant opportunities for various Parks projects.

02:21:30 Operations Report
- Included in the packet for member review. No discussion.

02:22:00 Meeting Wrap-up/Assignments
- Covered Bridges Report - Henry
- Tabled General Fund discussion from earlier in this meeting
- Discussion/Reminder that next month’s meeting will also include a meeting for Large Events Oversight Committee to review 2019 applications for large events in county parks. Meeting to be held in the Goodson Room in the Willamette Building at 3040 N. Delta Hwy.

02:23:50 Adjourn – Meeting ended at 8:27 p.m.

The next meeting is scheduled for February 11, 2019.
Armitage Campground Expansion Public Review Process (Draft)

Updated: Jan. 25, 2019

Edited by: Kim Cude

1. Scoping Session with the Community and Stakeholders (February/March)
   a. Prepare a single map of project area with existing features for reference. Prepare three maps with varying levels of encroachment to overlay over the map of project area.
   b. Prepare usage numbers for day-use area with a focus on shelter reservations
   c. Obtain a list of issues, suggestions, and general comments regarding campground expansion
   d. The goal is to produce 3 concept drawings from scoping session feedback

2. Workshop with Community & Stakeholders (March/April)
   a. Tables with the 3 concept drawings. Allow the public to list what they like and dislike about each.
   b. The goal is to produce a preferred concept design or a refined concept design.

3. Parks staff and ECS reconvene to produce a preferred design with feedback from the workshop
4. Present the preferred design with the Board of County Commissioners at a Work Session (May/June)
5. Incorporate suggestions from the Board into a Final Concept Design
6. Present the Final Concept Design to stakeholders, community members and the Board (June/July)
7. Meet with engineering to develop the specific detailed design
8. Reconvene with public before construction starts

Additional Information / Expectations

- Brett met with Charlie on budget and secured for this FY for professional services
  - SOW and Estimate to be provided once scope and expectations are set
- Meeting with Devon Monday afternoon, which may change the scope
- Devon to provide outreach and communicate with community
- Brett to provide Project Sponsor role
- SCORP – poll of park customers around state to survey what people want in state parks
  - Answers to what our community wants to align with the state SCORP
  - Gives a better sense of what people want
  - Want to incorporate with scoping session
  - Leads to grant funding opportunities
  - Brett sending the latest SCORP
  - If conflict between what Parks and public want, may need to develop a Master Plan
- Workshops are to develop concept drawings by engineers that eventually lead to final design spec
Need to do detailed stakeholder identification for both internal and external stakeholders
  o  How best to handle scoping sessions with various stakeholders

Project Manager expectations

- Matter of trust with public to have external, third party
- Planning and prep for workshops
- Convene and facilitate workshops
  o  Brett to participate as sponsor
  o  Lead the session and facilitate workshops
- Post workshop activities and output reporting / recommendations
- Skills needed –
  o  Project management / coordination of stakeholders, logistics, communications, tracking & reporting, documentation
  o  Stakeholder identification, engagement planning, coordination
  o  Workshop planning and facilitation, and outputs

Stakeholders

1.  PAC (1 or 2 representatives or it’s a public meeting)
2.  MP Task Force (those in that geographic area)
3.  LEOC
4.  Travel Lane County
5.  McKenzie Watershed Council
6.  McKenzie River Guides?
7.  Art Farley
8.  Eugene Parks
9.  OPRD
10. Local RV Dealers
Willamette Confluence Preserve Transfer Discussion
February 5, 2019 (2:00-3:30pm)
Lane County Public Works, Goodson Room; 3040 N Delta, Eugene

AGENDA

PURPOSE: This is a follow-up to a meeting with the Rivers to Ridges partner agencies held on December 21. At this meeting each of the agency partners will have the opportunity to communicate their interest and share their challenges with submitting a proposal with a planned timeline.

Agencies attending: Lane County (host), Friends of Buford Park & Mt. Pisgah (convener), The Nature Conservancy - TNC (owner), Mount Pisgah Arboretum, Confederated Tribes of the Siletz, Willamalane Parks District, Oregon Parks & Recreation Dept., McKenzie River Trust

1. Introductions / Agenda Review – 5 min

2. A Review of the Proposal Process & Timeline from TNC – 10 min

3. Opportunity for each Agency to Express their Potential Involvement – 20 min
   3.1 Potential roles
   3.2 Governing Body Process (including public process and time frames)

4. Q & A between Agencies & TNC – 25 min
   4.1 Initial Questions:
      • Is the “RFP” a non-binding “questionnaire” to express interest?
      • Should dialog advance through additional staff discussion prior to “RFP”?
      • Additional questions

5. Next Steps – 10 min
Parks Operational Summary Report – 2/11/19

Administration:

New & On-going projects:

- Hosted a follow-up meeting with interested partners for the Willamette Confluence Transfer and The Nature Conservancy
- Facility Conditions Assessment Funding Request
- Met with OSMB to discuss the OP Marina Project
- Met with Randy Dersham with McKenzie River Discovery Center
- Winter internship project examining dog leash policy at HBRA
- Budget preparation
- Reviewing Special Use Permit applications and preparing for the Large Event Oversight Committee meeting on Feb. 11th
- Rolled out Passport Mobile Pay Application at: Hendricks Bridge, HBRA, Armitage, Heceta Beach & Westlake Parks

Natural Areas:

- Parks staff met with representatives from Friends of Zumwalt Park, and as a follow-up drafted a revised “Adopt-a-Park” agreement for further internal review.
- Met with Corps Archeology Staff (the former archaeologist and the new archaeologist) at Zumwalt Park to discuss historical/archaeological knowledge and future projects in the park.
- Meeting, held on January 17th, with parks staff and members of the mountain biking group, Disciples of Dirt. The purpose of the meeting was to start a conversation about identifying opportunities for collaboration within the Lane County Park system.
- Met with the McKenzie River Trust’s Volunteer Coordinator about planning several volunteer work parties at Hileman Park during 2019, and possibly also other parks that are adjacent to MRT holdings.
- The HBRA quarterly stakeholder meeting was held on January 15th and the next meeting has been scheduled for April 30th.
- HBRA Coast Fork Trail Project: During January Parks approved the project proposal, obtained a facilities permit from Lane County Roads for the portion of the project to be constructed within the county road right-of-way, and met with Trails Committee members on-site for the pre-construction meeting.
Maintenance:

Coast Zone
- Storm cleanup at Harbor Vista
- Removed four hazardous trees in Harbor Vista
- Replaced boat flooring
- Posted Passport signage

Richardson
- Blowing leaves
- Cleared brush for WiFi
- Pruned campground

Armitage
- Blowing leaves
- Removed hazard tree
- Fixed vandalized fee machine
- Posted Passport signage

Perkins
- Blowing leaves

Orchard Point
- Blowing leaves.
- Replaced domestic water valves.
- Revetment repair (contracted out)

Lowell covered bridge
- Repaired hand rail

Mt. Pisgah
- Installed camera pole
- Posted Passport signage