



Natural Areas  
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## BENTON COUNTY NATURAL AREAS & PARKS ADVISORY BOARD MEETING

### MINUTES

November 9, 2016

Avery Facility Large Conference Room  
360 SW Avery Avenue  
7:00 p.m. to 9:00 p.m.

Committee Members Present: Phillip Hays, Daniel Rosenberg, Ellen Tappon, Janine Salwasser, and Andrew Damitio.

County Staff Present: Jeff Powers, Parks Director; Adam Stebbins, Natural Resource Coordinator; Lisa De Graaf, Park Operations Coordinator; and Leanna Steinke, Recorder

Phillip Hays called the meeting to order at 7:05 p.m.

#### I. CALL TO ORDER:

Everyone introduced themselves to Dan our new board member.

#### II. BUSINESS

##### A. Review/Approval of October 12<sup>th</sup> Meeting Minutes

There was not a quorum of members present so the October minutes were not approved.

##### B. Fees & Charges Review

Jeff explained why we review the fees and charges for the County parks each year, and the rationale behind making staff recommendations on fees.

He then passed out the Salmonberry use Statistics and Proposed Fees sheet for the board to review, the staff recommended no changes to established camping/overnight rental fees.

The Cemetery Comparison sheet was then passed around and reviewed, the staff did not recommend any changes to the fee structure related to Crystal Lake Cemetery.

The Picnic Shelter Comparisons and the seasonal usage summaries were distributed next, again, the staff recommended that these fees not change for calendar year

2017. However Jeff added that the Parks department would like to implement a graduated fee structure for administering Special Use Permits. This fee would top out at \$400 dollars. The minimum would still be \$50 dollars which is the current fee for all Special Use Permits. There was discussion about possibly basing the graduated fee structure largely on the number of persons attending the event, as is done within the Lane County Park System, but after further discussion the Advisory Board gave NAPP staff discretion to work out the specific details and event factors associated with the graduated fee structure. Jeff asked the Board for their recommendation to the Board of Commissioners that this Special Use Permit revised fee structure be implemented for 2017. The Advisory Board agreed that the minimum Special Use Permit Fee should be set at \$50.00 with the maximum fee set at \$400.00

The Beazell Rental Comparisons and use statistics were then passed around. NAPP staff proposed an increase in the weekday rental rate from \$350.00 to \$450.00.

Ellen moved to approve the staff recommended fee increase proposals as submitted and Andrew seconded the motion. The motion was passed unanimously.

Information on the Firewood Permit program details and \$15.00 daily fee proposal was then passed around to the board members for review. There was a suggestion to add language to the permit requesting that the firewood be kept within the County to prevent the spread of insects. This is consistent with US Forest Service rules relating to firewood cutting. The Advisory Board also approved recommending this program and fee proposal on to the Board of Commissioners.

#### **C. Jackson-Frazier Wetland Management Issues**

Jeff passed around the Large Scale Enhancement Project Concept Overview for Jackson-Frazier. Jeff has received lots of calls inquiring about the Good Samaritan proposal adjacent to Owens Farm, Jeff then referred the board to Adam's proposal on the second page and talked about possibilities on how to fold this project in with the potential Good Samaritan proposal. Phil then gave the board a rundown on the details he knew on the Good Samaritan proposal. There was then discussion about adding measures in the project concept concerning the safeguarding of incoming water quality flowing into Jackson-Frazier Wetland. Jeff advised that he will talk to the Board of Commissioners and let them know that the recommendation is that the County be proactive on this matter. The Park Board gave Jeff the approval to move forward with this.

#### **Parks & Natural Areas Project Updates**

- Lisa reported that things are moving forward with the North Albany Park Master Plan. Owen Dell & Associates has been hired to work on the concepts for the plan. The next step is to come forward to the public and Advisory Board with the final plan. The plan will include pushing through a connector trail to the Benton Woods Sub-division.
- Staff plans to add 10 new parking spots to the Beazell Ed Center parking area, which will hopefully happen this next spring.
- Lisa also reported that the installation of the Alsea corridor vault toilets at Clemens and Mill Creek Parks was completed. The Rangers are working on the ADA ramping to the doors and striping for ADA designated parking spaces at those parks.

- Marketing options for the Alsea Guard Station is being discussed.
- The work on the Palestine Church window restoration project continues and should be done by December. The Rangers are finishing the shutters as well for the windows.
- There is also some work starting at Adair Clubhouse from a water leak and downspout back up problems. Staff will also soon be working on re-building the patio trellis and assisting with completing an ADA accessible ramp for the front entry to the Clubhouse.
- The Bald Hill complex map has been completed and some additional Way finding features throughout this trail complex are being discussed. Dan asked if it would be possible to add the off leash area on that map. Staff will discuss this with the City and Greenbelt.
- Jeff then reported that the roof of the Commanders House is being worked on and is almost done. Exterior painting is also happening now. The cap on the chimney needs to be added. The quote for the house window construction/replacement has come in and Parks Department should move forward with that this spring. The quote for the "Conditions Assessment Report" which will guide the interior restoration of the Commanders House is moving forward also.
- Jeff mentioned that a series of meetings involving local land managing agencies will be taking place to discuss logistics and coordinate events associated with the Solar Eclipse that is happening in August 2017. Staff will be discussing the possible events and regulatory issues for County Parks and Natural Areas.

#### D. Miscellaneous Updates

Jeff asked if the board wanted to meet in December. It was agreed to not meet in the month of December and start again in January. The "Dogs off leash" discussion will be added to the agenda for February. Erica O'Neil (Benton County Animal Control Officer) will be invited to this meeting as well.

### III. MEETING ADJOURNMENT

**Please visit us at: <http://www.co.benton.or.us/parks/>**