



Josephine County, Oregon

Board of Commissioners: Cheryl Walker, K.O. Heck, Simon G. Hare

PARKS ADVISORY BOARD

Doug Richardson, Chair

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JOSEPHINE COUNTY PARKS ADVISORY BOARD

Monthly Public Meeting Minutes

February 23, 2016 – 3:00 PM

Josephine County Courthouse, Rm 157

Members Present: Doug Richardson, Doyle Nelson, Larry Ford, Diana Orlor, Bob Chard and Rycke Brown

Staff Present: Sarah Wright, Alisha Howard

BCC Liaison: Simon Hare

Absent: Dick Fowler, RJ Jackson

Guests: Chip Dennerlein, Jon Bowen

Quorum: Established

Meeting was called to order at 3:02 PM by PAB Chair, Doug Richardson

Doyle Nelson made a motion to approve Minutes from January 26, 2016 PAB meeting. Larry Ford seconded the motion. PAB voted all in favor. The Minutes were approved unanimously.

Items from the BCC: Commissioner Hare discussed property designation and liquidation. The property reserve will be used to fund major projects.

Commissioner Hare stated the Lake Selmac Dam project will need to refine a proposal that works. Economic Development, prioritization and an expected match amount.

Commissioner Hare stated that should Chinook neighbors have security issues regarding the park, that we may direct those concerns to him.

Commissioner Hare commented that Sue Fahey's appointment for PAB membership is in the que.

Items from the Public: Jon Bowen of Experience Grants Pass is marketing for tourism in the city of Grants Pass as well as the region. He is looking to extend marketing to Josephine County Parks. Jon said that he is always looking for improvements and referenced the website www.experiencegp.com. He also added that he is open to any suggestions and is looking for input to make the website better. Sarah Wright stated we are also working on our website and invited him to check out our webpage, as we continue developing our own marketing as well. The PAB thanked Jon Bowen for attending and for his marketing interests in Josephine County Parks.

Chip Dennerlein stated he would like to continue to participate in attending PAB meetings and follow up with Whitehorse Park masterplan project.

Manager Items: Sarah Wright stated that we are operating in the black and that as of 2/7/16 we are in a positive balance of \$27,000. She also stated that the number can fluctuate between \$10-15,000.

Sarah stated we are no longer discussing privatization at Whitehorse Park, as there has not been a formal proposal submitted. We will be looking at the Whitehorse Final Masterplan in an upcoming workshop on March 3, 2016 at 3pm.

Upcoming Grants were discussed as follows:

- The OYCC summer grant has been applied for. The program will cost \$23,000; a grant has been submitted for \$10,000 for the program. The OYCC grant's purpose is specifically for the maintenance of boat ramps and is a 6-week long program. In addition, there may be some time set aside for invasive weeds and some litter pick up. We should hear a response back soon on the grant status.
- The Oregon Parks Land and Water Conservation Fund Grant is due on March 1, 2016. This grant will be focusing on the replacement of 4 vault toilets at Lake Selmac. Sarah also stated that we are looking to replace the footbridge as well as the

playground in the Osprey Loop. The grant requires a 50% match of the total project, which will be somewhere between \$100,000 - \$200,000. We may be looking into the Economic Development fund for some of the matching costs.

- The Oregon Parks Local Government Grant will focus on Whitehorse Park and will require a 50% match.
- The Oregon Parks Historic Cemetery Grant is \$4,000 and there are no matching funds required. This grant may be used for improvements at Granite Hill Cemetery, the front sign is needing to be repaired at this time.

2015 Annual Day Use Pass sales revenue = \$81,555. A total of 3881 ADUPS were obtained by the public last year, some records are still being entered, an approximate 200 additional passes may be added to pass holder totals. Sarah Wright stated that the number seems low for about 80,000 residents in Josephine County and we will be working on a marketing plan to drive sales.

Sarah presented to the PAB the Electronic Fee Box Analysis report. Data, breakdown costs and projected revenue was reviewed. Tom Pearce Park was chosen since the park is popular for day users and there is less vandalism. The actual data in 2015 of day users is 5095 customers, total revenue of \$25,474. The cost of the electronic fee box is \$13,500. Sarah added that the cost to lease would be twice the amount. The company states that no less than a 25% increase in revenue occurs with these boxes, which would create an additional \$6,368.75 in annual revenue. Within 2-3 years we should break even for the cost. The benefits of the machines are:

- Accepts credit, debit and cash
- Requires payment in full
- Distribute change owed
- Annual Day Use sales
- Automated reporting features in live time
- Prevents Host/Employee theft

Doug Richardson asked what the cost to repair if machine was vandalized. Essentially if the machine were vandalized it would likely mean total replacement \$13,500. In addition, Tom Pearce does have a low risk of vandalism since there are 2 Park Hosts who reside at the day use park. Commissioner Hare commented that Tom Pearce is a good choice for the electronic fee box. Chip Dennerlein agrees that Tom Pearce is an ideal location for an electronic fee box. Doyle Nelson included that the fee box would add some value to staff time. Sarah would like to gather more data on the electronic fee box and requested the PAB if they would support the inquiry. Doyle stated that it would be worth following up on. Chip said that it would be a good idea to hold off on installing until after the parking zone issues are resolved. Sarah stated the electronic fee box to be followed up on a list.

Sarah Wright stated that she doesn't feel that installing a LED light at Chinook Park would decrease night drug activity or vandalism. There are studies on the effects of light and crime, but there is no scientific proof and studies argue that they can decrease crime, but can also have no effect or even increase crime. Furthermore, there are currently two lights in the park, they are dim but do provide light. Larry Ford said a light could also cause complaints from nearby neighbors who may not want to have a bright light. A gate was discussed to solve night crime in the park. Perhaps a partnership with the neighborhood to close and lock a gate would add security. Sarah will contact the neighborhood group to see if they would be interested in managing a gate.

Old Business: The documents for the Galice vault toilet have been signed. Projection of installation remains to be in the spring. At this point, we are waiting on final permits for the project. Parks is working with the Oregon State Marine Board for needing to obtain an unexpected no-rise flood study, which will cost around \$1,500.00.

Bob Chard questioned the park pass complaint and if the issue was addressed. Sarah replied that a possibility of doing away with the Commercial Pass and simply making it a transferrable pass that everyone can purchase at 1.5 – 2 times the current rate, which may fix the issue of customers not wanting a sticker on their windshield or those who want to use them in multiple vehicles.

New Business: None

Items from the Parks Advisory Board: Dave Ross is currently the Chair of the Parks Foundation. There is currently \$8,000 in the account. There is some money also in Tom Pearce and the Schroeder Dog Park fund. Sarah stated that improvements that can be made at Schroeder Dog Park would be to create a rounded fence to prevent dogs getting cornered.

A smoking ban in the parks was discussed. Rycke Brown stated that even though there is a ban in city parks, there is still cigarette butt litter. Enforcement on a smoking ban would be an issue, as Parks do not have the staff or the time to enforce a smoking ban and may drive away families from the overnight campgrounds.

Rycke expressed concerns regarding that the hosts are not spending enough time supervising Schroeder Dog Park with some of the issues that happen. Sarah said we will be getting a 2nd Park Host site to help with the workload and duties. Also she stated that signs will be posted with contact numbers for Animal Control and that Health Services has been notified to make routine visits to the dog park.

Miscellaneous: Doyle Nelson asked if there was a way that we could change the layout of the meeting room to make it more friendly for members of the public. The PAB was in agreement that the current layout of seating should not have their backs to the public. Sarah suggested a u-shape layout for the PAB seating. The PAB also discussed professionalism and conduct. Sarah suggested that when the

public is addressing any issues or announcements that they should be given a fair and specific time limit for each member of the public. The time limit will be a set time that should be announced by the PAB at the meeting. Larry Ford commented that the change would make the meetings more effective.

Sarah announced that we are currently recruiting for an additional Park Ranger.

Action Items: Next meeting- improve seating layout for PAB meetings
Sarah to gather additional data for the electronic fee box/ follow up

Diana Orler made a motion to adjourn the meeting with Bob Chard seconding.

Meeting adjourned at 4:24 PM.

Next Parks Projects Workshop: TBD

Next PAB Meeting: March 22, 2016

Respectfully Submitted,

Alisha Howard, Recorder

Reviewed by the Board of County Commissioners this _____ day of _____,
2016.

Board of County Commissioners

Cherryl Walker, Chair

K. O. Heck, Vice Chair

Simon G. Hare, Commissioner