

DOUGLAS COUNTY PARKS DEPARTMENT

Parks Advisory Board



Agenda

Commission Chambers, Room 216

Thursday, June 23, 2022

The Parks Advisory Board meeting is scheduled for 90 minutes. The Board may elect to continue the meeting for 30 minutes additional upon quorum approval of the Board.

10:00 am - Call to Order

Chairperson

Roll Call:

- Jerry Chartier, Chair Lonnie Ferber, Vice Chair Christine Goodwin Phil Bigler
 Robert Johnson Jody Morrow

• **Approval / Amendment of Minutes**

Chairperson

• **Review Agenda**

Chairperson

• **New Business**

- Campground Management - Proposed Changes to Policy Manual
- Whistlers Bend Disc Golf Course Improvements
- New Ork Rock Group Site
- Proposed Rate Increases
- Hazard Trees
- Property Disposition
- Singleton Park Proposal by Oregon Accessible Recreation (OAR)

Director

Director

Director

Director

Director

Director

OAR

• **Old Business**

- Green Oaks Park
- River Forks Fort

Director

Director

• **Audience Participation:** Agenda Business Items Only

Chairperson

At this time, anyone signing up to address the PAB concerning items on the agenda business items may do so. Items must be related to PAB agenda business items only. The person addressing the Board shall, when recognized, give his/her name and address for the record. All remarks shall be directed the whole Board and limited to five (5) minutes per person with no yielding of time.

Comments are encouraged to be in writing if appropriate. The Board reserves the right to delay any action, if required, until such time when they are fully informed on the matter

• **Park Advisory Actions:** Park Advisory Board will take actions on items heard in New and Old Business after public comments.

Chairperson

**** AMERICANS WITH DISABILITIES ACT NOTICE ****

Please contact the Park Department Headquarters Office, 1036 SE Douglas Ave. Roseburg, OR 97470, 541-957-7001, at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

- **Directors Update** Director
 - Umpqua Dunes Commercial Building
 - Amacher Boat Ramp Parking Lot
 - Stanton Pavilion
 - New Hires

- **Audience Participation: Non-Agenda Items Only** Chairperson

At this time, anyone signing up to address the PAB concerning items of interest not included on the agenda may do so. Items must be related to PAB responsibilities and jurisdiction. The person addressing the Board shall, when recognized give his/her name and address for the record. All remarks shall be directed the whole Board and limited to five (5) minutes per person with no yielding of time. Comments are encouraged to be in writing if appropriate.

- **Parks Advisory Board Comments** Chairperson
- **Good of the Order** Chairperson
- **Adjournment** Chairperson

**** AMERICANS WITH DISABILITIES ACT NOTICE ****

Please contact the Park Department Headquarters Office, 1036 SE Douglas Ave. Roseburg, OR 97470, 541- 957-7001, at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

DOUGLAS COUNTY PARKS ADVISORY BOARD

Minutes of Meeting – March 31, 2022

10:00 AM

Room 216 – Douglas County Courthouse



PRESENT:

Jerry Chartier – Chair, Lonnie Ferber, Christine Goodwin, Jody Morrow, Phil Bigler, Robert Johnson, Mark Wall

ABSENT: None

GUESTS: Sandra Chmelik, Mitchell Chmelik, Norma Talburt

CALL TO ORDER:

Chair - Jerry Chartier called the meeting to order at 10:02 AM

MINUTES:

Minutes of February 17, 2022, were reviewed and approved.

AGENDA REVIEW:

Agenda reviewed and approved.

NEW BUSINESS:

- Budget - Summary of proposed budget for FY23 presented to Park Advisory Board for review.
- Board asked if they have any objections to moving forward with a dog park at River Forks. Currently dogs are not allowed at River Forks, even on a leash, between May and September. Discussion held regarding the legalities and liability involved.
- River Forks Fort – In disrepair. Dangerous as it stands. Would like to replace with a climbing tower. Board concerned about safety and being transparent when planning to move forward with these plans.
- Whistlers Bend Yurts – 10-year-old yurts at Whistler’s Bend are getting a face-lift. Overdue for renovation. Also adding two new yurts. Cost for new around \$10,000 each.
- Windy Cove Whale- Whale is falling apart and may need to be mothballed. PAB recommends being transparent with the public and if no push-back, replace with something else.

Motion by Jody Morrow to approve FY23 Budget summary as presented. Phil Bigler seconded the motion. Motion passed unanimously.

Motion by Jody Morrow to remove fort at River Forks due to safety issues. Motion amended to - Remove the fort at River Forks, after a public announcement has been posted for two weeks, with information regarding the removal and anticipated replacement plan. Phil Bigler seconded the motion. Motion passed unanimously

OLD BUSINESS:

- Hazard Tree Risk Management Program – This document is in response to Board’s request for criteria that drives identification of hazard trees. Reminded that if County identifies a hazard and fails to mitigate – we are liable.
- Board is appreciative of efforts. Job well done. Board recommends that if a tree is found to be dead or dying because of bugs that the tree be eliminated – even if it is in an area that the public does not frequent. Suggest that language that says “will not” be replaced with “may not” “or generally will not” be removed.

AUDIENCE PARTICIPATION: Agenda Business Items Only
None

DIRECTOR’S UPDATE:

Projects:

- Umpqua Dunes North Loop project was awarded to Morello Construction. Ordering will start in April, with ground-breaking in October.
- Amacher Boat Ramp should go out for bid in April. Still working with USACE to obtain permits.
- Retail building at Umpqua Dunes should be awarded and break ground on April 15th. Staffing - Operations Manager Josh Templeton is resigning as of April 8, 2022. A recruitment will be posted to address this vacancy immediately.

Surplus Property:

- Winding down on the number of items laying around the shop in Winchester.
Pickett Park Grant has been applied for from OSMB.
Stanton Park Grant has been applied for through the LGGP.

AUDIENCE PARTICIPATION: Non-Agenda Items Only

Sandra Chmelik: Asking that Green Oaks Park be opened back up. They would like to be instrumental in assisting with building a 3-hole interpretative frisbee golf course on the South side, a dog park and more. They presented the following facts:

- Green has 8,000 residents but no public park and no sidewalks. Looking for safe place to exercise dogs and walk.
- Vandalism and drugs have been concerns. No evidence of this when observing recently.
- Suggesting a trial run. Fenced in area with dog park and walking path around perimeter then observe any vandalism, etc.
- Would like to open when school closes for summer
- Existing is cheaper than making a new one.
- Pacific Power may donate lighting or reduced costs. This will assist with inherent problems.

- Ask that law enforcement utilize park between calls.
- If Community watch group finds litter in the park – may reconsider opening.
- Green community is 14% of Douglas County. Would like a park.

Mitchell Chmelik also spoke and added the following:

- Need 440 feet of fence/6 foot high for dog park. \$2,500
- \$1,200 for frisbee baskets
- Dog Waste pick-ups
- Trash runs
- Estimating \$2,500 to \$3,000 to reopen parks
- Suggesting a porta-potty in lieu of opening restroom
- Initial mowing and tree limb removal to be done by Parks
- Community group will do ongoing upkeep.

Christine Goodwin likes idea of trial run. Appreciates effort to look for solutions.

Commissioner Boice - Long term sustainability is a concern.

Green is a non-incorporated area. The Green community can form a park district and pay a minimal amount of tax to have their own parks board and dictate the way the park is handled. This can be approached by:

- Speaking with County Record regarding help to create a special district.
- Get initiative added to ballot
- Residents assess themselves a tax and create a park board

Currently, the benefits of living in a municipality are not afforded to Green. You could eventually incorporate and become a town. Will walk the park with Mark Wall this week to review the current condition of the park.

GOOD OF THE ORDER:

None

.

NEXT MEETING:

The next PAB meeting will be May 19, in Room 216 of the Courthouse

ADJOURNMENT:

Adjournment at 11:25 AM

Respectfully submitted,

Deb Pack

DOUGLAS COUNTY PARKS DEPARTMENT

Parks Advisory Board



Agenda Item: Campground Management
Presented by: Mark Wall, Director

Action Item Informational Item

Background

Our policy manual does not currently address some practices that we have been doing that should be better defined and codified. There are also some new items that need to be added that to address ongoing issues around check in times. Here is a rundown of the proposed changes to Section 3.3 Campground Management in our policy manual.

Defined Seasons: Currently we have no seasonality to our reservation system. The proposed change would create and define low and peak seasons as follows.

- Coast: Low season: Nov 1 thru April 30.
Peak season: May 1 thru October 31
- Inland: Low season: Day after Labor Day thru Thursday before Memorial Day Weekend
Peak Season: Memorial Day weekend thru Labor Day

Long term stays (currently defined as any stay greater than 14 days): Current practice which is not in policy is to only allow 3 long term stays at Pass Creek and Amacher. New Policy will allow for up to 10 long terms at any park subject to approval by the Parks Coordinator. Long term stays will be defined as any stay over 30 days and will only be allowed during low seasons.

Maximum Stay Limits: Maximum stay limits are currently set at 14 days all year. This will be changed to 30 days in low seasons and no change for peak seasons.

Check in Policy: Current check-out time is 11:00 am and check-in time is 2:30 pm at all parks. These times will not change but fees associated with early and late check outs will be changed as follows.

- Early Check in (<11:00 am): Subject to availability and an early check in fee equal to one night's rent.
- Late Check out (>11:00 am): Subject to a late checkout fee of \$100.

DOUGLAS COUNTY PARKS DEPARTMENT

Parks Advisory Board



Agenda Item: Whistlers Bend Disc Golf Course Improvements
Presented by: Mark Wall, Director

___ Action Item Informational Item

Background

We have a 27-hole disc golf course at Whistlers Bend that is ranked as one of the top 50 courses in the US and ranks #55 out of 13,323 courses found worldwide.

I recently walked the course with Disc Golf Pro Scott Withers to review improvements we could make to the course to raise its visibility and ultimately attract a Pro tournament. One limitation was that the 27 baskets we have are old, worn out, and are not considered suitable for a Pro-tournament. Scott has arranged for one of his sponsors to donate 27 pro level baskets valued at \$600 each to Douglas County and in return Douglas County would donate the old baskets to a non-profit that supports disc golf courses and education across the US. Scott and a team of volunteers swapped out the new old baskets over Memorial Day Weekend.

Douglas County committed to adding some benches and making other minor course improvements that will really allow this course to show off its true potential. With the changes being implemented Scott is confident that we will see our course added to a Pro tournament circuit within the next 3 years and he has already started that process within his pro-tour organization. This should ultimately drive more business to the park by helping to elevate its profile within the Disc Golf Community.



Douglas County Parks – Proposed FY 2023 Camping Rates*



Camping Rates									
Item	South		Central		North		Coastal		
	Chief Miwaleta	Stanton	Amacher	Whistler's Bend	Mildred Kanipe	Pass Creek	Windy Cove	Half Moon Bay	Umpqua Dunes
Rates									
Sand Camp								\$25/ \$35	
Triangle Road								\$30/ \$30	
Non-Hook Up	\$19/ \$24	\$19/ \$24	\$19/ \$24	\$25/ \$30	\$19/ \$24		\$25/ \$30	\$35/ \$40	
Partial Hook Up		\$27/ \$32	\$27/ \$32			\$27/ \$32	\$30/ \$35		\$40/ \$45
Equine Site					\$27/ \$35				
Full Hook Up	\$35/ \$40	\$29/ \$35	\$29/ \$35	\$35/ \$40		\$29/ \$35	\$35-\$45/ \$40-\$50		\$35 to \$65/ \$40-70
Extra Vehicle	\$6/ \$8	\$6/ \$8	\$6/ \$8	\$6/ \$8	\$6/ \$8	\$6/ \$8	\$6/ \$8	\$6/ \$8	\$6/ \$8
Group Camp – Small	\$79/ \$90			\$99/ \$110				\$99/ \$110	\$109/ \$120
Group Camp – Large				\$109/ \$120				\$139/ \$150	\$149/ \$175
Yurt				\$55/ \$65					
Cabin – rustic	\$55/ \$65								
Cabin – deluxe	\$75/ \$85						\$89/ \$99		
Cabin – 2 Bedroom									\$129/ \$139

*Old rates in black/new rates in red.

DOUGLAS COUNTY PARKS DEPARTMENT

Parks Advisory Board



Agenda Item: Proposed Rate Increases

Presented by: Mark Wall, Director

Action Item Informational Item

Background: The Department last received approval to raise camping rates across the board back in September 2019. With the elimination of parking fees in 2021 and a mandate to be self-sufficient it is incumbent on the Department to ensure it has enough revenue coming in to not only fund its day-to-day operations but to also tackle the deferred maintenance backlog. The proposed increases should generate approximately \$250,000 in additional revenue.

A market-based cost survey was compiled for coastal and inland parks to benchmark existing rates to market and adjust where needed and appropriate. Market Data was compiled from Coos, Jackson, Lane, and Josephine County Campgrounds, Oregon State Parks, and several private campgrounds.

These changes if approved will go into effect June 24th, 2022.

Inland				
Type	Current	Proposed	Increase	Market
Full hookups	\$29-35	\$35-40	\$5-6	\$26-79
Electric only	\$27	\$30	\$3	\$30-33
Non-hookup	\$19-25	\$25-30	\$5-6	\$17-30
Group RV	\$79-109	\$90-120	\$11	\$102-250
Yurts	\$55	\$65	\$10	\$43-64
Cabins-Rustic	\$55	\$65	\$10	\$43-70
Cabins-Deluxe	\$75	\$80	\$5	\$89-150
Extra Vehicle	\$6	\$8	\$2	\$7

Coast				
Type	Current	Proposed	Increase	Market
Deluxe sites	\$65	\$70	\$5	\$54-100
Full hookups	35-55	\$40-60	\$5	\$22-50
Electric only	\$30	\$35	\$5	\$40-44
Non-hookup	\$25-35	\$30-40	\$5	\$17-30
Group RV	\$99-149	\$125-175	\$26	\$127-500
Triangle Road	\$30	\$30	\$0	n/a
Sand Camp	\$25	\$35	\$10	n/a
Extra Vehicle	\$6	\$8	\$2	\$6-10

DOUGLAS COUNTY PARKS DEPARTMENT

Parks Advisory Board



Pavilion's

Item	<i>Whole Day</i> Base rate	Normal Capacity
Amacher	\$50/ \$75	25
Chief Miwaleta	\$80/ \$100	75
Pass Creek	\$60/ \$75	50
Kanipe	\$60/ \$75	50
Singleton	\$60/ \$75	35
Stanton – half	\$80/ \$100	75
Stanton - whole	\$160/ \$200	150
River Forks – half	\$150/ \$200	150
River Forks - whole	\$300/ \$400	300
River Forks Whale	\$60/ \$75	25
Long Fibre	\$50/ \$75	50

Note: Pavilion rental rates have not been changed since 2017