



Wednesday, September 27, 2017

9:30 a.m. Regular Meeting

**Commissioner's Meeting Room
Lincoln County Courthouse
225 W. Olive Street, Room 108
Newport, Oregon**

I. CALL TO ORDER

II. ROLL CALL - ESTABLISHMENT OF A QUORUM

III. RECOGNITION/PROCLAMATION

IV. ADOPTION OF CONSENT CALENDAR

A. Minutes of Board of Commissioners Meeting

B. Commission Appointments and Resignations

1. Order # 9-17-_____ Changes in membership to the Salmon River Special Road District Boards.

C. License Applications or Renewals

D. Tax Foreclosure, Right-of-Way, Sales and Deeds

1. Order # 9-17-_____ The Execution of Quitclaim Deed for Certain Tax Acquired Property to the James W. and Patricia B Drayton Family Trust

E. General Budget Resolutions

F. Acting as Governing Body of County Wide Service Districts

G. Documents and Recording Matters in the Commissioners Journal

H. Execution of Documents

V. **PUBLIC HEARING**

VI. **DECISION/ACTION**

- A. Resolution #17-27-9-__ Authorizing the Parks Division of the Lincoln County Public Works Department to Apply to Oregon Parks and Recreation Department for the Purpose of Improvements to Brown Park

VII. **DISCUSSION/INFORMATION**

VIII. **BOARD OF COMMISSIONERS AS THE GOVERNING BODY OF COUNTY-WIDE SERVICE DISTRICTS**

IX. **REPORTS**

- A. Elected Officials/Department Directors/Program Coordinators and Consultants
B. Commissioners

X. **CONSTITUENT INPUT** (Limited to five minutes per constituent)

XI. **EXECUTIVE SESSION**

XII. **ADJOURN**

XIII. **OTHER SCHEDULED MEETINGS AND APPOINTMENTS OF THE BOARD**

Monday, October 2, 2017 – 9:00 a.m. – Office Meeting and Board Briefing in the Commissioner’s Small Meeting Room, Lincoln County Courthouse Room #110, 225 West Olive Street, Newport; meeting to cover office priorities, operations, procedures and workflow

Wednesday, October 4, 2017 – 9:30 p.m. – Board of Commissioners Meeting in the Commissioner’s Meeting Room, Lincoln County Courthouse Room #108, 225 West Olive Street, Newport.

For special physical, language or other accommodations at Board's meeting, please contact the Board at 265-4100 (voice) or dial 7-1-1 Relay Service and include e-mail as soon as possible, but at least 48 hours before the meeting.

1 **BEFORE THE BOARD OF COMMISSIONERS**

2 **FOR LINCOLN COUNTY, OREGON**

3 In the Matter of:)
4)
5 *AUTHORIZING THE PARKS DIVISION OF*)
6 *THE LINCOLN COUNTY PUBLIC WORKS*)
7 *DEPARTMENT TO APPLY TO OREGON PARKS*)
8 *AND RECREATION DEPARTMENT FOR THE*)
9 *PURPOSE OF IMPROVEMENTS TO BROWN*)
10 *PARK*)

RESOLUTION # _____

11
12 **WHEREAS** Lincoln County desires to improve county park facilities; and

13 **WHEREAS** the Parks Division of the Lincoln County Public Works Department has very
14 limited funding for county park improvements, and must rely upon federal and state grants for many
15 of its improvement projects; and

16 **WHEREAS** the Oregon Parks and Recreation Department has made certain grant funds
17 available for the improvement of county and other local parks.

18 **NOW THEREFORE, be it resolved that:**

19 The Parks Division of the Lincoln County Public Works Department is authorized to apply
20 for grant funds from the Oregon Parks and Recreation Department for improvements to the Barbara
21 S. and Walter F. Brown Memorial Park including a new access road, Rescampsites and associated
22 facilities. All grants offered to the County as a result of any application shall be presented to the
23 Board of Commissioners for consideration of grant conditions and determination of County
24 acceptance.

25
DATED this _____ day of _____, 2017.

LINCOLN COUNTY BOARD OF COMMISSIONERS

Terry N. Thompson, Chair

Doug Hunt, Commissioner

Bill Hall, Commissioner

RESOLUTION #

Page 1 of 1

LINCOLN COUNTY GRANT CONCEPT PAPER

Department Applying For Grant
Lincoln County Parks Dept.

DATE
9/13/2017

Contact Person
Keith Andresen

Department Approval
Yes

Grant Title
Brown Park COG Phase , 2017-18

Funding Agency
Oregon St. Parks RV Fund

Grant Start Date
April 2018

Commitment to Continue At Grant End
Operatio and Maintenance of Park

Federal Grant CFDA # _____

Total First Year Amount of Grant
138,625.00

State Grant
County Opportunity Grant

Private Foundation Grant _____

Length of Grant (In Years)
2 years

Total Grant (All Years)
138,625.00

Number of New Employees
N/A

Amount of Soft Match
53,125.00

Amount of Hard Match
85,500

County Gen. Fund Match Req'd? YES NO Amount _____

Is General Fund Match Currently Budgeted? YES NO

Is Indirect Cost Included at 13% of Personnel Services? YES NO

Other Administration _____

Special Rules or Purchases _____

Are there program or service continuation requirements after grant expires? 20 Year Operation of Park

Who will administer grant for County? Provide name(s), department(s) Keith Andresen

BUDGET ESTIMATE (For All Years)

Funding Sources	Personnel Services	Materials & Services	Capital Outlay	Indirect Costs	Total Cost
1. OR. ST Parks			\$ 138,625.00		\$ 138,625.00
2. Lincoln County	\$ 53,125.00		\$ 85,500.00		\$ 138,625.00
3.					\$ 0.00
					\$ 277,250.00

PROJECT GOAL:

To Build Phase 1, of Brown Park Campground. this will include the new road, host site 1 ADA site and 19 camp sites.

PROJECT OBJECTIVES:

To develop Brown Park.

OTHER AGENCIES INVOLVED (City, County, Regional, State): _____

BOARD OF COMMISSIONER APPROVAL TO APPLY (Does not constitute approval of grant or acceptance of grant, if offered):

Bill Hall Approve BH Disapprove _____

Doug Hunt Approve DH Disapprove _____

Terry Thompson Approve TT Disapprove _____

Reviewed By: County Counsel [Signature] Finance [Signature]



Lincoln County Parks Department

Keith Andresen
Parks Operation Supervisor

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Newport, Oregon 97365-2513
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FAX (541) 574-1295

September 13, 2017

To Lincoln County Board of Commissioners

The Local Government Grant for Barbra S. and Walter F. Brown Memorial Park that was applied for in March of 2017 was not awarded. Brown Park Campground Project fell below the funding line. I have reworked the project and broke it down in to smaller projects. I am applying for a different grant through the Oregon State Parks, County Opportunity Grant, funded by RV Registrations. The County will apply funds from the earlier grant for County match.

This project will build a new road off of Strom Park Road, County Road #301. There will be approximately 600' of two way traffic road 24' wide with 4' shoulders, 1800' of one way traffic road 16' wide. Only the two way road is expected to be paved at this time, the other roads will be gravel. Roads will be placed to minimize the impact to the surrounding terrain and vegetation, the use of the old farm roads will help to meet this objective.

The camp sites will be located in an area that was once cleared farm and pasture land. This area was replanted in the early 90's with grand fir and western cedar. The portion of this ground within the campground will be cleared and leveled. There are 13 back-in camping spurs, 15' x 45', and 6 pull through sites, 15' x 60'. A host site will be a bit larger than the others, 18' x 60'. A small enclosure near the host site for fire wood will be built. All sites will have a table and fire pit. At this time the park will be a dry camp that will be served by portable chemical toilets.

Future improvements will include: pump house, water system (well drilled in 2012), septic system, flush restroom, power for restroom and host site, phone to host site, and additional trail improvement's.

Keith Andresen

Parks Operation Supervisor

County Opportunity Grant Program

Pre-Application Worksheet

For: **Barbara S. and Walter F. Brown Memorial County Park, Phase One, Road Development and Campground Layout**

This worksheet is designed to help applicants prepare answers, in advance, for the COG online application. Once answers are completed here, they can be easily cut and pasted (or uploaded) to the online application.

• **Brief Description of Project** (Please limit answer to 40 words or less.)

Phase One:

- Clear trees and brush.
- Build and construct the access road.
- Layout and construction of campsites.

• **Project Cost Estimates** (Include Work Elements and associated Costs):

Phase One:

- Clear trees and brush. \$ 27,700
- Build and construct the access road. \$ 78,650
- Layout and construction of campsites. \$162,000

• **Sources of Funding** (Include County Match and Grant request)

- Grant Request \$138,625
- In-kind \$ 53,125
- Cash Match \$ 85,500

• **Attachments** (Be prepared to upload the following attachments. If an attachment is not relevant for the project, attach a WORD document as a placeholder that says *Not Applicable*.)

- Location Map / Vicinity Map
- Park Boundary Map
- Site Plan
- Construction Drawings / Concept Drawings
- Photos – Required for Rehabilitation Applications. Helpful for all Applications.
- Letters of Support
- Resolution to Apply for a Grant
- Land Use Compatibility Statement
- Property Deed / Lease Agreement
- Additional Attachments – if needed

For Acquisition Projects only:

- Proof of a Willing Seller
- Title Report
- Appraisal
- Appraisal Review

• **Application Questions** (Please limit answers to each question to 400 words or less.)

1. COUNTY PARKS OVERVIEW – Please describe your county park system:

a) Size of park system, number of parks and park attendance figures (if available):

Lincoln County has a total of 15 maintained parks: 3 have overnight camping, 10 have boat launches, 3 have hiking trails, 2 have ocean beach access, and 2 are under development. Brown Park will be the County's fourth campground.

b) Predominant uses of county park system (camping, day use, etc.):

The main use of the Parks System is to provide access to the coastal rivers within the County, for fishing, swimming, camping, and picnics. The unpaved trails provide for hiking and nature viewing areas. The campsites within the system are located in the non-coastal areas. They provide an alternative to camping along the coastal strip.

c) Location, size and major uses of the park associated with this grant request:

Brown Memorial Park is located on the Siletz River, at mile post 13.5 on Hwy 229. This park is 16 miles south of Lincoln City and 10 miles north of Siletz. Brown Park is 59.62 acres of a 61.87 acre combined property with Strome Park (boat launch, vault restroom, and parking). There is a mowed trail along the river that comes back through the timber and meadows to the parking at Strome Park. The trail is about a mile long. There is about 4000' of river frontage for accessing the Siletz.

2. PROJECT DESCRIPTION – Please describe the proposed project:

a) Where is the project located, what work will be done, who will do the work, and who will provide supervision:

The purpose of this grant is to develop the property known as Barbra S. and Walter F. Brown Memorial Park. It was officially donated to Lincoln County in 2012 by Walter F. Brown in memory of Barbara and Walters love and 50 years together. The project will be the start in development that will bring this park to what Mr. Brown envisioned at the time of his donation.

The new road will come off of Strome Park Road, County Road #301. This road goes from Hwy 229 to Lincoln County's Strome Park. There will be approximately 600' of two way traffic road 24' wide with 4' shoulders, 1800' of one way traffic road 16' wide. Only the two way road is expected to be paved at this time, the other roads will be gravel. Roads will be placed to minimize the impact to the surrounding terrain and vegetation, the use of the old farm roads will help to meet this objective.

The campsites will be located in an area that was once cleared farm and pasture land, the majority of this area is within the floodplain. All plans and designs have been taken into consideration for this. This area was replanted in the early 90's with grand fir and western cedar; there are also numerous red alders, big leaf maples, vine maples and sword ferns on this property. The portion of this ground within the campground will be cleared and leveled. There are 13 back-in camping spurs, 15' x 45', and 6 pull through sites, 15' x 60'. A host site will be a bit larger than the others, 18' x 60'. A small enclosure near the host site for firewood will be built. All sites will have a table and fire

pit. At this time the park will be a dry camp that will be served by portable chemical toilets. The campground will be replanted with grass, native plants and trees. Future improvements will include: water system (well drilled in 2012), septic system, flush restroom, power for restroom and host site, phone to host site, and additional trail improvements.

b) Projected start and end dates for the project:

The project will be started in the spring of 2018 and completed by fall of 2019.

c) FOR ACQUISITIONS ONLY – Explain any interim uses of the property and the estimated start date of the campground development:

3. NEED / BENEFITS OF THE PROJECT (10 Points) – Please explain the need for, and the benefits of, the project:

a) What local or regional needs will be met and who will be the primary users of the project?

This project meets Lincoln County Planning Requirements to provide recreational facilities in the noncoastal areas. This Park will provide recreational needs for both local and regional users that enjoy camping, boating, kayaking, fishing, swimming, and nature viewing.

b) What social, economic or other benefits will result from the project?

Lincoln County has seen the demand on our parks and public lands, away from the coast, increase in the past years. The location of this park will allow for greater use by those who can't travel great distances. These improvements will ensure good access to the park and increase recreational opportunities. This ensures that we will continue to attract park users; in turn this will result in an influx of user fees and RV funds for the County Budget.

c) How will the project meet needs identified in the Oregon Outdoor Recreation Plan (SCORP)?

This rural park provides recreational needs within an hour drive for most of Lincoln County residents. This natural area provides for variety of activities. SCORP identified a need for "Ensuring Clean and Well maintained Facilities". These facilities will provide for the aging and youth; and provide physical activities for all. Older adults will see camping as more acceptable while showing the youth the joy in promoting and preserving their health.

4. EXCEPTIONAL NEED (10 Points)

a) If your county has an exceptional need for a grant, such as limited parks operating budget, the lack of public camping opportunities within the county, or the overall lack of county parks and recreation areas and facilities, please explain:

Lincoln County Parks has a very small budget that primarily provides for maintenance of existing facilities. The Lincoln County Budget must depend on grants for capital improvements. The opportunity for matching funds and capital improvements are not always available.

5. PLANNING AND PUBLIC INVOLVEMENT (10 Points) - Please describe any planning and public involvement efforts that led to the selection of the project, including:

a) Citizen involvement through public workshops, meetings or hearings;

Lincoln County's comprehensive plan was developed through citizen involvement, along with public agencies within the County. The Lincoln County Parks and Recreation Committee in 1975 and 1991 recognized the various needs for park improvements along the Siletz River. The Lincoln County Planning Department held a conditional use hearing and comment period on the development plan in 2017. This plan was presented to the Board of Commissioners in open meetings in 2012, 2014, 2016, and 2017.

b) Involvement of county parks board or local citizens' committees;

The Parks and Outdoor Recreation Plan was developed by a local Parks Board which recruited citizen concerns and comments.

c) Development of a park master plan or other county parks plans;

Lincoln County developed a Parks and Outdoor Recreation Plan in 1991. Though this plan does not list Brown Memorial Park, the guide lines set forth in the County's Comprehensive Plan and Parks Outdoor Recreation Plan were used in the development of the Brown Memorial Park Master Plans.

d) Other public involvement.

Agencies involved: Lincoln County Planning Dept., Lincoln County Soil and Water Conservation Dept., Oregon Dept. of Fish and Wildlife, Oregon State Parks, Lincoln County School District, and letters, emails and direct comments.

6. ENVIRONMENTAL ASSESSMENT - Please describe any adverse or beneficial environmental impacts resulting from the project.

a) Is the site in a floodplain or does it involve a wetland?

Yes, this property is partly within the floodplain. The development site is on a higher ground within the floodplain. There is a significant wetland and a number of smaller wetlands on the property, see report. These wetlands were taken into consideration in the development plan and have been avoided.

b) Are there any threatened or endangered species on the site?

There are no known threatened or endangered species on the site.

c) Are there historic or cultural sites involved?

There are no historic or cultural sites known within the park.

d) What agencies or persons did you contact to determine environmental impacts? (Please list agencies/persons contacted).

These agencies were contacted in the development of the master plan: Oregon Dept. of Fish and Wildlife – Deric Wilson; Lincoln County Planning Department – Onno Husing; Lincoln County Soil and Water Conservation Dept.; Oregon DSL – Laurer Brown; DLCD – Jon Jinings; Oregon DEQ – Mary Camarata; Oregon DOT – Duane James Liner.

7. ACCESSIBILITY FOR PEOPLE WITH DISABILITIES (10 Points) –

a) Does the County or Parks Department have an ADA Transition Plan?

Yes

b) Describe how accessible routes and signage will be provided between parking areas and the proposed facilities?

The topography is mainly flat with small changes in grade.

c) Are existing facilities accessible and if not, what is being planned to make them accessible?

There are no existing facilities at this location. The adjacent Strome Park was built in 2002 to ADA standards.

8. SOURCE OF FUNDING (10 Points) - Please provide additional information about the sources of funding that will be used as the local match, including the following:

a) How firm is your local match - have the matching funds been committed to this project by your board or commission?

The matching funds have been placed in the 2017-18 Budget and will be carried into the 2018-19 Budget.

b) Describe any in-kind donations (volunteer labor, donated materials, etc.) in the project.

No volunteer labor or materials are included in this project.

c) Discuss your agency's ability to meet long-term maintenance costs for the project.

Lincoln County will be charging for overnight camping at this park. These fees and RV Funds should provide for long term maintenance of this park.

9. SUSTAINABILITY (5 Points) –

a) Describe your intent, strategies, documentation of results, and long-term management plans for sustainability in the project.

The plan for this park is to protect the environmental concerns and provide for the demand in recreational opportunities. The improvements to this park will control access to this property while helping to protect the wetlands and its assets. The planting of native plants will increase the diversity of the plants within the park, (there are mostly 25 to 30 year old, grand fir and red cedar trees). This will help to reduce the amount of noxious weeds. Large sections of this park will not be disturbed. The development has been designed to provide a buffer around the wetlands and along the river, emphasizing resource protection. The master plan has taken into consideration the placement of structures and services to reduce maintenance and prolong life.