



PARKS ADVISORY COMMITTEE AGENDA



October 9, 2023

6:00pm Public Meeting Session: Hybrid (Remote & In-Person)
Customer Service Center – 3050 N Delta Hwy., Eugene
Goodpasture Room

Members: Greg Hyde (Chair), Mike Allen (Vice-Chair), Julie Daniel, Timothy Foelker, Reilly Newman,
Darlene Raish, Richard Vasquez

PAC Meeting

- I. **Introductions** – (5 min.)
- II. **Public Comment** – (up to 10 min.)
- III. **Assignment Review** – (5 min.)
- IV. **Review of Meeting Summary** – All (5 min.)
- V. **New Business** (50 min.)
 - 1) Presentation: Trail Updates at Howard Buford Park – Jason Blazar
 - 2) Presentation: Rivers to Ridges Refresh Vision – Ed Alverson
- VI. **Old Business** (5 min.)
 - 1) Covered Bridge Task Force Subcommittee
- VII. **Staff & Committee Updates/Reports** – (25 min.)
 - 1) Volunteer & Marketing Program Update – Jodi Low
 - 2) Armitage Maintenance Shop Update
 - 3) Utility Engineering & Design – ARPA
 - 4) Parks Superintendent
 - 5) Parks Planner & Designer
 - 6) Campground Host Coordinator
 - 7) 3-Mile Prairie Protection & Access
- VIII. **Open** – All (5 min.)
- IX. **Operations Reports** - (5 min.)
- X. **Meeting Wrap-up/Assignments** – (5 min.)
- XI. **Adjourn**

2023 Meeting Dates:

JANUARY 9	MAY 8	SEPTEMBER 11
FEBRUARY NO MEETING	JUNE 12	OCTOBER 9
MARCH 13	JULY NO MEETING	NOVEMBER 13
APRIL 10	AUGUST 14	DECEMBER 11

Lane County Parks Advisory

September 11th, 2023

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:

Members Present: Greg Hyde, Mike Allen, Darlene Raish, Julie Daniel, Reilly Newman, Timothy Foelker,

Richard Vasquez

Members Absent: None

Staff Present: Dan Hurley, Ed Alverson, Kylee Tupes

Guests Present: Stephen Lawn

Meeting called to order at 6:01 PM by Greg Hyde.

Introductions (00:00:00)

00:01:53 Public Comment

- None

00:02:02 Assignment Review

- Jodi Low took pictures of all the PAC (Parks Advisory Committee) members and will be writing an article for the Lane County Parks eNewsletter about the new members. It will go out in the December edition.
- Schedule Jodi to attend a PAC meeting in the future.
- Covered Bridge Task Force added to the meeting agenda.
- Harvest Landing gate, covered in Old Business.
- Ensure all PAC members are on the eNewsletter mailing list.

00:04:39 Review of Meeting Summary

- Julie Daniel motioned to approve the summary after corrections were made. Seconded by Tim Foelker. Motion passed unanimously.

00:06:52 New Business

- **Levy Update**

- Brett Henry provided the Board of County Commissioners with a review of the levy on the 29th of August.
- Community engagement meetings were held to understand what citizens in different regions of Lane County would like to see in Lane County Parks. This information was then used to structure the budget into categories; Park Amenities; Operations and Maintenance; Special Projects; Conservation and Education.
- A survey was made available to the public to aid identification of equity barriers to Lane County Parks. There are currently 117 responses, the goal is to have 250 responses by December.

00:26:01 Old Business

1. **Covered Bridge Task Force**

- Brett Henry applied to join the ORPA (Oregon Recreation and Park Association) Legislative Committee and was accepted.
- There is no funding source designated for covered bridges, remedying this will be the priority of the task force.

2. **Harvest Landing Gate**

- Currently working with Willamalane Park and Recreation District to transfer Rodakowski Landing & Hayden Bridge Park into their jurisdiction.
- Since installing a gate along Harvest Landing requires encroachment in Road right-of-way, the Parks Division is exploring the feasibility of installing an automatic gate at the entrance of Rodakowski Landing. This measure, if implemented, would reduce overnight activity at the park.

01:07:08 Staff & Committee Updates/Reports

- **Armitage Campground Expansion Update**

- Please see Meeting Materials to view 3 designs.
- Plans will be introduced to the local public to receive input, dates for the engagement are not yet decided.
- Floodway regulations required a re-design of campsites and amenities.

- **HBRA Waterway Access Update**

- Joint Permit Application filed by consultant. In process of receiving regulatory comments from state and federal agencies.

- **Report from Michael Allen**

- Tim Foelker visited 3-Mile Prairie with Mike Allen and they discussed the current condition of the undeveloped park. The park is currently land-locked with no facilities or parking lot but is still accessible to the public through limited access points.
- Mike Allen discovered that a housing development has bought land and is beginning to build homes that will border the 3-Mile Prairie Park.
- Illegal camping location identified and reported to Parks Division staff.

01:36:06 Open

- The Santa Clara Community Foundation is stewarding Hileman Park and hosting work parties to clean up the park. Youth Corps came out this past weekend to aide in the efforts.
- Oregon Department of Agriculture utilizing Hileman Park to access the river as they apply treatments to an invasive plant species.

01:41:19 Operations Reports

- Parks Division hired 5 additional full-time maintenance staff supported with levy funding.
- The basketball court at Camp Lane required repair to the roof due to termite damage.
- With fire restrictions now relaxed, allowing campfires within campground fire pits.
- Two presentations planned for the next PAC meeting.
- The Oregon Department of Forestry setup a temporary fire camp at the Baker Bay day-use area. Considering landscaping unused portion of day-use area to better accommodate future staging needs for next year since the area is geographically vulnerable to fires.
- Tim Foelker motioned to form a subcommittee to research funding sources for covered bridges in Lane County. Seconded by Richard Vasquez. Motion passed unanimously.
- Julie Daniel motioned to appoint Tim Foelker, Richard Vasquez, and Reilly Newman to the Covered Bridge Subcommittee. Seconded by Darlene Raish. Motion passed unanimously.

Meeting Wrap-up/Assignments

- Mr. Henry will send the PAC members a YouTube video link of .
- Mr. Henry will follow up on establishing the Covered Bridge Subcommittee.
- Consult Jodi Low to ensure all the new PAC members receive the eNewsletter.
- Add 3-Mile Prairie as an agenda item for the next meeting.

Meeting adjourned at 7:56 PM

Friends of Buford Park & Mt. Pisgah

East Trail 3 & Trail 56 improvement project updates



Who are We? What do We do?

Friends of Buford Park & Mt. Pisgah

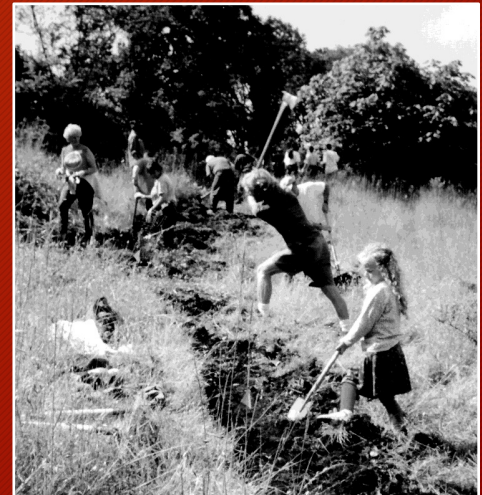
Founded in 1989, the **FRIENDS** are a non-profit organization supporting ecosystem conservation and compatible recreation in the Greater Mount Pisgah Area, a 4,700-acre mosaic of parks and preserves.

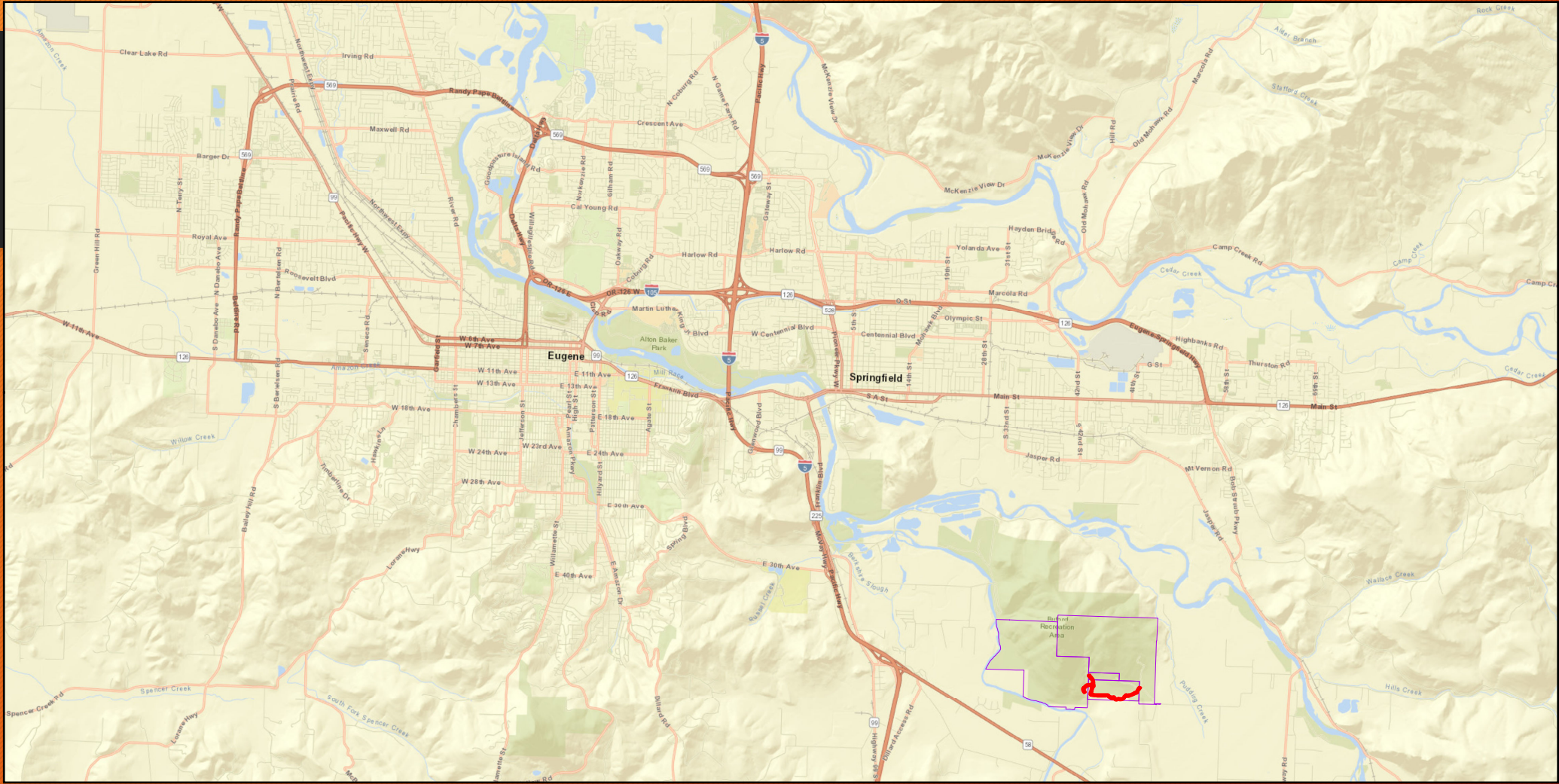
We **nurture**, **restore**, and **sustain** diverse habitats including once common, now rare Willamette Valley prairies and savannas.

We **improve** and **steward** a 25-mile trail system at the 2,200-acre Buford Park (HBRA) that is visited 450,000+ times per year by a dedicated mix of equestrians, dog walkers, hikers, runners, as well as tourists.

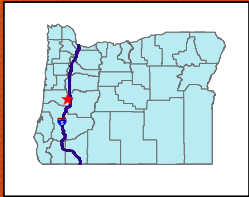
We **organize** and **inspire** volunteers to **design**, **build**, and **maintain** trails, grow and install native plants, remove invasive plants, and **engage** the community during events and tours.

We **partner regionally** with Lane County, the City of Eugene, Oregon Parks & Recreation Department, and 15 other Federal, State, and local government and non-profit organizations in the **Rivers to Ridges Partnership** to improve quality of life in the Upper Willamette Valley by protecting and enhancing regional land and water resources and their ecosystem functions and values; and to provide environmental education and compatible outdoor recreation opportunities.





Project Area Context



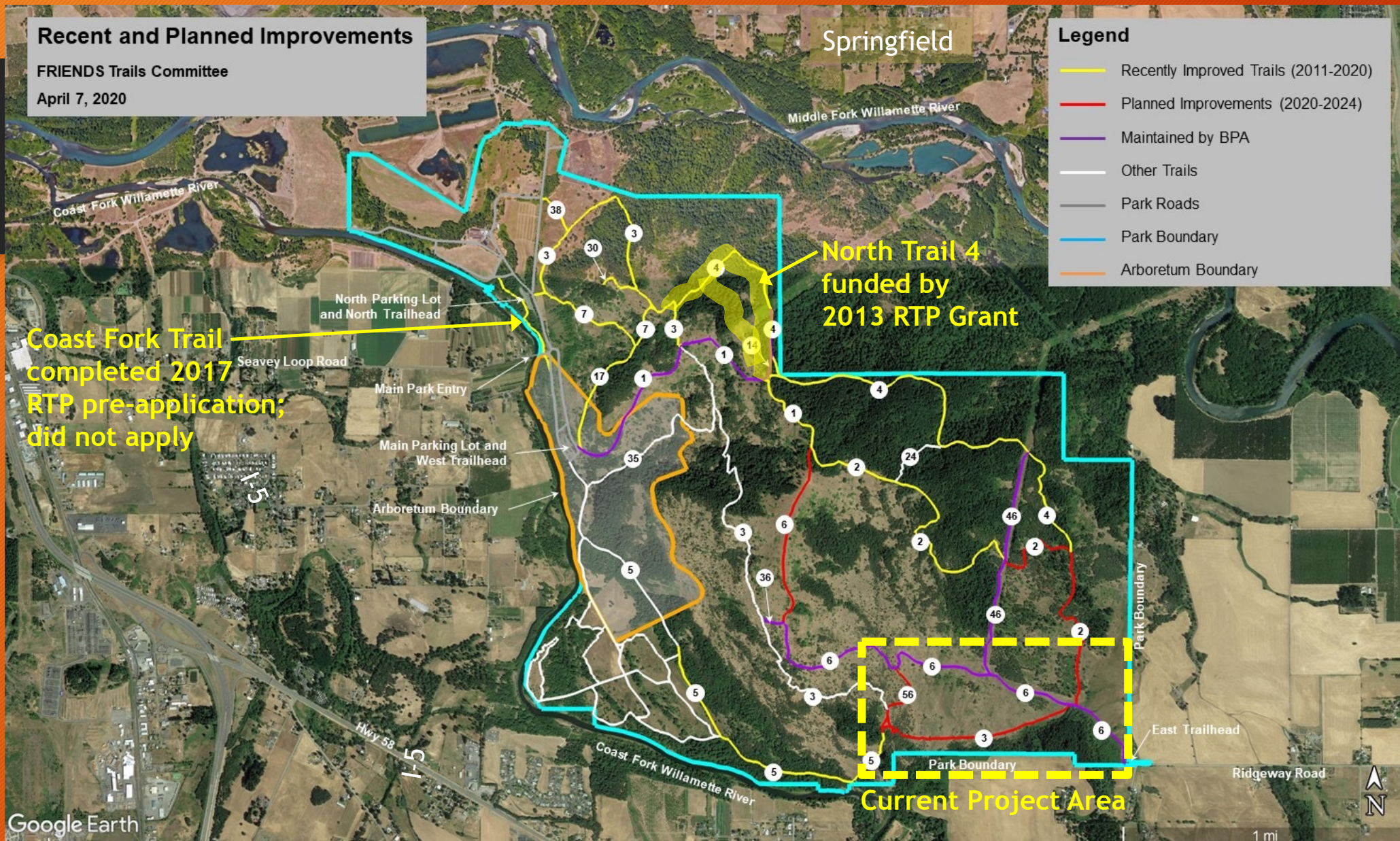
Legend

- Delineation Corridor
- Tax Lots



Project Location		Prepared by DKM on 8/3/2021
Map 18-02-28, Lots 100 & 190		
Map 18-02-19, Lot 100		
Lane County, Oregon		
Client/Project		
Friends of Buford Park		
HBRA Trail 3 & 56		
Figure No.		
1		
Title		
Location		

- Notes
- Coordinate System: WGS 1984 Web Mercator Auxiliary Sphere
 - Base features: Lane County Tax Map, FRIENDS trails, and proprietary data.

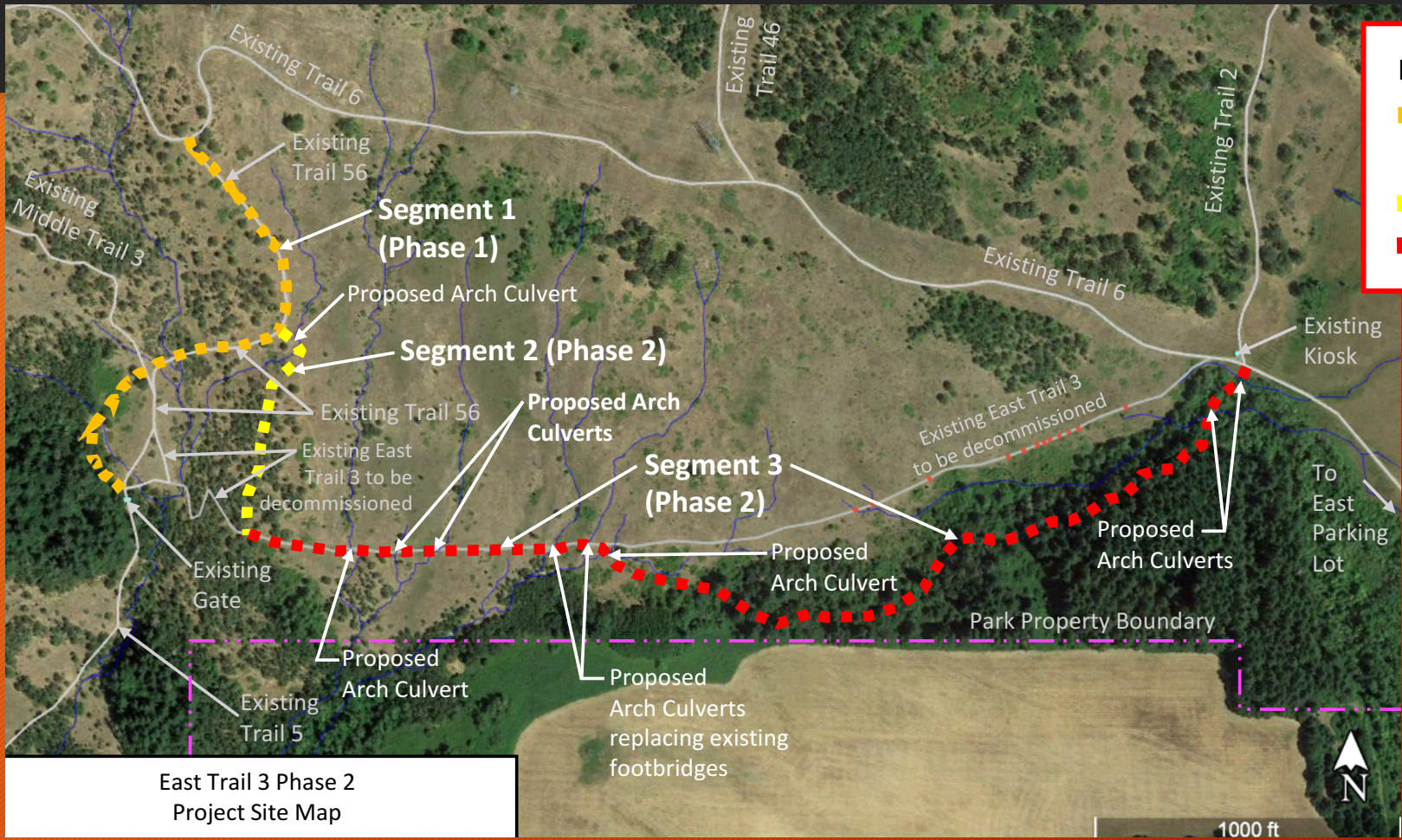


Recent and Planned Trail Improvements within the HBRA



Existing Conditions

SCOPE of Trail Improvements



Legend

Segment 1 (Phase 1)
Separate Project 2021-22

Segment 2 (Phase 2) 2022-24

Segment 3 (Phase 2) 2022-24



Compliance with Planning Efforts

Completes a Specific Goal of the 1994 HBRA Master Plan

- Shifts alignment of East Trail 3 southward from prairie into adjacent woodland

Meets 2018 HBRA Habitat Management Plan (HMP) Goals to Protect and Enhance Conservation Targets

- The Trail 3E Project and concurrent fuels reduction work will meet 6 goals of the HMP including enhancing visitor experience and safety, providing environmental education, and trail system improvement and maintenance.

Integrates standards of the Friends Trails Accessibility Statement

- Provide challenge levels suitable for all ages and abilities,
- Make reasonable efforts to provide accessible trails,
- Provide specific details about what people can expect to encounter on each trail.

Benefits of Trail Re-Route

Ecosystem Benefits

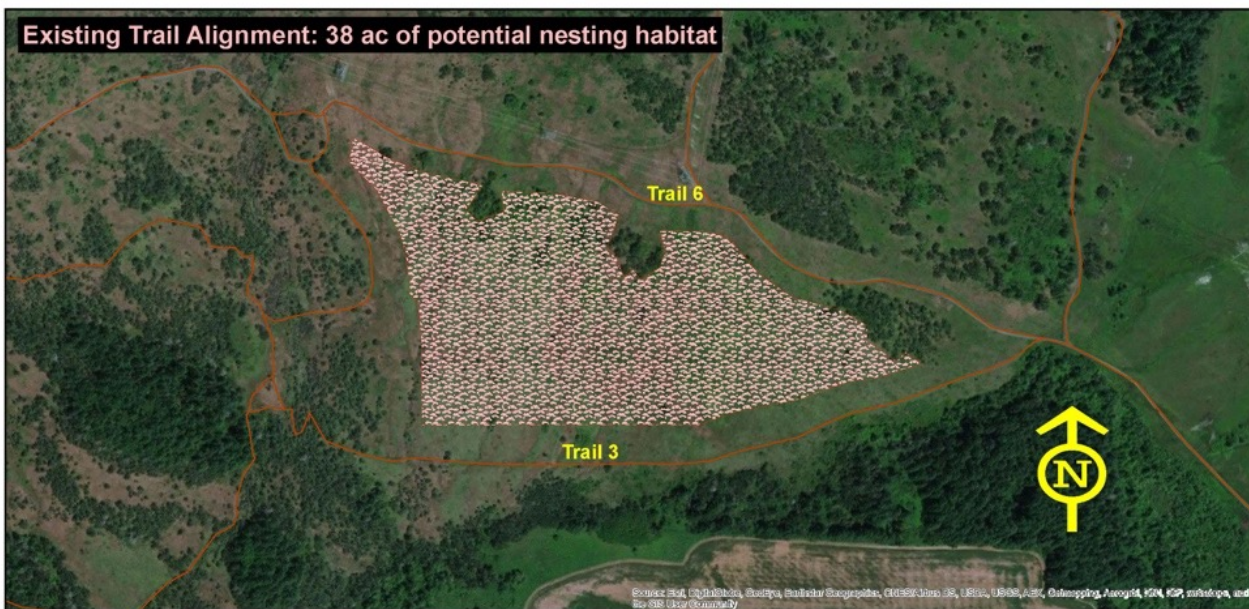
- 1) Reduces trail use impacts on prairie dependent wildlife species, especially ground-nesting birds like the Oregon Vesper Sparrow & Western Meadowlark
- 2) Restores wet prairie hydrology
- 3) Eliminates muddy and environmentally damaging crossings at wetlands and intermittent streams
- 4) Facilitates preparation for and implementation of prescribed burns essential to sustaining conservation habitats including prairie, savanna, and woodland.
- 5) Provision of an improved trail bed with wider sections to allow groups to step out of one another's way reduces trampling of habitat adjacent to the trail

Trail User Benefits

- 1) More curvilinear, spatially & topographically interesting trail experience
- 2) All-weather gravel surface eliminates highly eroded & muddy areas
- 3) More durable trail tread for hikers & equestrians
- 4) Enhanced trail surface improves accessibility for alter-abled park visitors
- 5) Drier, shaded trail experience while retaining views of the prairie & savanna
- 6) Potential for varied environmental education & wildlife observation by traversing several habitats

Meadowlark South MU Grassland Bird Nesting Habitat Availability between Trail 3 and Trail 6

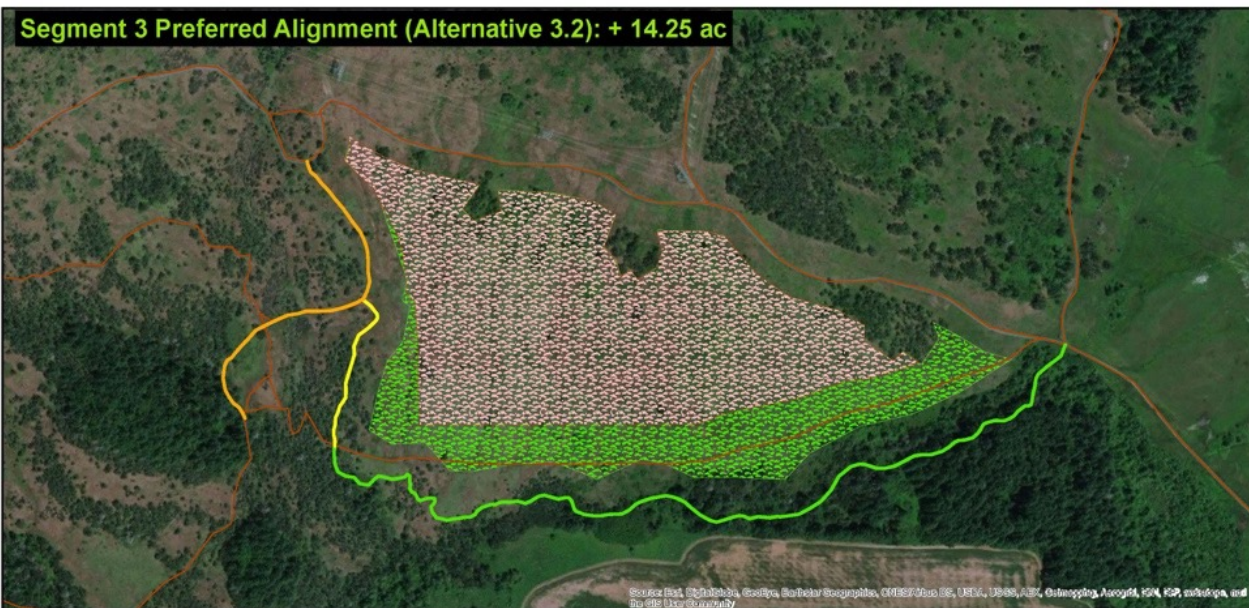
Existing Trail Alignment: 38 ac of potential nesting habitat



Legend

- Existing Trail
- Existing Potential Ground Nesting Habitat
- East Trail 3 Segment 1
- East Trail 3 Segment 2
- East Trail 3 Segment 3 Preferred Alignment
- Additional Available Ground Nesting Habitat
- East Trail 3 Segment 3 Alt 1 Alignment
- Additional Available Ground Nesting Habitat
- East Trail Segment 3 Alt 2 Alignment
- Additional Available Ground Nesting Habitat

Segment 3 Preferred Alignment (Alternative 3.2): + 14.25 ac



Segment 3 Alternative 1 Alignment: + 10.5 ac



Segment 3 Alternative 2 Alignment: + 13.0 ac



Ground Nesting Bird Habitat Restoration

Desired Trail Character

- 4' Trail Tread
- 2.5"-thick "3/4-minus" gravel base
- 1.5"-thick "1/2 or 1/4-minus" gravel surface
- 7' Trail Corridor including tread and mowed shoulders
- Mowed trail sides seeded with native grasses and plants
- 4-8% cross-slope for drainage
- Maximum 15% slope
- Wider areas at strategic locations for trail side rest areas, maintenance vehicle turn-arounds, work staging areas



Construction Methods and Actions

In summary, the project will include:

- 1) Cutting back encroaching woody vegetation and downed wood and removal of selected herbaceous vegetation, including invasive species, within the project trail corridors;
- 2) Salvaging or transplanting selected native plants along the project trail corridors;
- 3) Using mini track loaders and hand tools to establish a suitable bare-earth base for the gravel trail tread;
- 4) Using powered equipment to place and compact gravel to create durable, 4'-wide trails;
- 5) Installing culverts to span seasonal creek channels;
- 6) Re-vegetating trail shoulders and other disturbed areas, if any, with native plants including those salvaged in advance of, or concurrent with, construction, and;
- 7) Decommissioning of, and restoration of habitat within, the footprint of the former trail corridors.



Project Schedule

Project Construction will include:

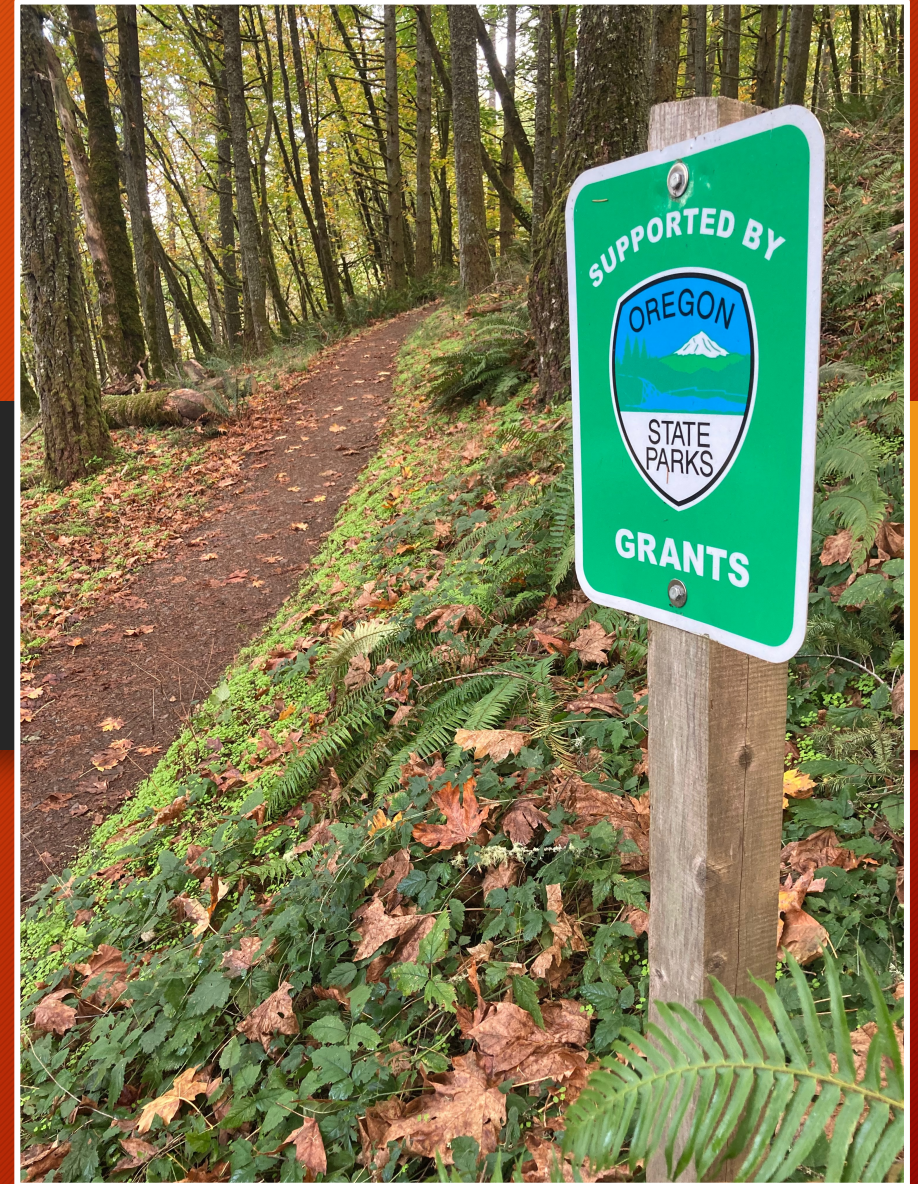
- Salvage and transplant of desirable native plant species in areas disturbed by project construction.
- Construction of East Trail 3, Segments 2 and 3, including vegetation removal, earthwork, gravel surfacing, installation of nine bottomless arch culverts
- Remediation of disturbed areas adjacent to new trail segments, including regrading disturbed soils, removing leftover gravel stores, broadcasting native seed mixes, and installing native plants.
- Habitat Remediation and Restoration within abandoned sections of old trail. This includes obliterating the former trail bed, regrading microtopography, removing existing ditches and PVC pipe culverts to restore wet prairie hydrology, broadcasting native seed mixes, and installing native plants.
- Ribbon cutting ceremony to celebrate completion of this multi-phased trail project in concert with the park's fiftieth anniversary



NOTE: Selective fuels and stand density reduction (thinning) treatment and removal of invasive woody plant materials in the project area will occur concurrent to Trail 3E improvements with separate, designated funding

Questions?

Jason Blazar
Stewardship Director
Friends of Buford Park & Mt. Pisgah
stewardship@bufordpark.org
541-543-6869
www.bufordpark.org



View east from Coryell Ridge (P. Gordon)



Rivers to Ridges Partnership

Rivers to Ridges

Metropolitan Regional Parks and Open Space Study

Vision and Strategies



June 2003

Guiding Principles

for Parks and Open Space Planning for the Eugene-Springfield Region

A number of local plans give direction and set policy on the subject of parks, open space, and recreation for the metropolitan region. These include the *Eugene/Springfield Metro Plan* (1987), *Eugene Parks and Recreation Plan* (1989), *West Eugene Wetland Plan* (2000), *Willamalane Park, Recreation, and Open Space Plan* (1995), *Lane County Parks Master Plan* (1980), *Central Lane Regional Parks Plan* (1970), and the *Draft Region 2050 Goals and Objectives* (June 2001). In addition, the *Statewide Comprehensive Outdoor Recreation Plan* and statewide planning goals 3,4,5,6, 7, 8, and 15 all pertain to the region's parks and open space.

Although each plan gives unique and often specific direction on the region's park and open space system, several recurring themes can be found throughout most of these plans. These common themes are being used as guiding principles for the development of a regional parks and open space vision and include:

- Variety
- Scenic Quality
- Connectivity
- Recreation and Education
- Habitat
- Rivers, Waterways, and Wetlands
- Community Buffers

Variety

Provide a variety of open space types (agriculture, forest, natural areas, and developed parks) to serve the diverse needs of the community.



Bethel Park - north Eugene
Developed parks for active recreation



Agricultural land near Coburn
The working landscape (farm and forest lands)



Natural areas

Scenic Quality

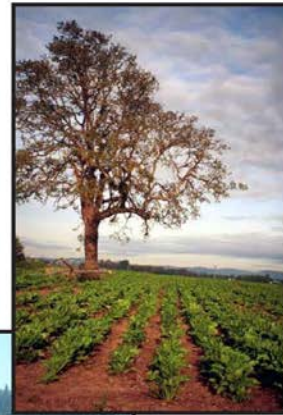
Protect, conserve, and enhance elements of the natural and historic landscape that give the region its uniqueness and sense of place, including forested hillslopes and ridges, river and waterway corridors, agricultural lands, vistas, and unique natural features.



Agricultural land near Cedar Creek, north of Springfield



Thurston Hills



Agricultural land north of Eugene

Connectivity

Provide uninterrupted open space and recreational corridors or greenways that link park and recreational facilities, schools, wildlife habitat, and natural resource areas, including connections between urban areas and open space on the urban fringe.



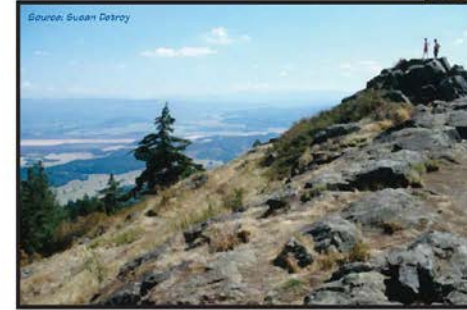
Island Park - Springfield

Ridgeline Trail - Eugene



Recreation and Education

Provide a variety of regional recreational opportunities to meet the diverse needs of residents and visitors in the region and utilize open space lands in and around the metro area for the interpretation of natural resources and historically important cultural resources.



Spencer Butte



West Eugene Wetlands

Habitat

Protect and enhance a variety of habitat types including unique or at-risk plant and wildlife communities. In our region, oak savanna, wetland and upland prairie, and riparian forest are all considered critical habitats.



Fender's blue butterfly



Oak Savanna - south of Eugene



Rivers, Waterways, and Wetlands

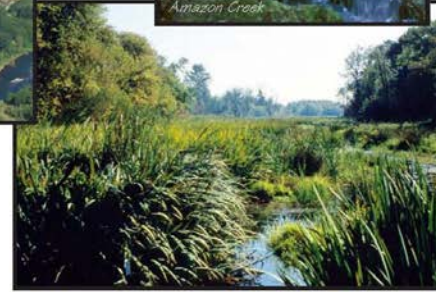
Protect, conserve, and enhance rivers, waterways, and wetlands and associated floodplains for their habitat, flood protection, water quality, recreation, and scenic values.



McKenzie River, Cedar Creek, and Camp Creek Ridge



Amazon Creek



Bertelsen Slough - west Eugene

Community Buffers

Maintain open space between the metro area and nearby small cities in order to preserve community identity and protect farm and forest values and operations.



Agricultural land north of Eugene



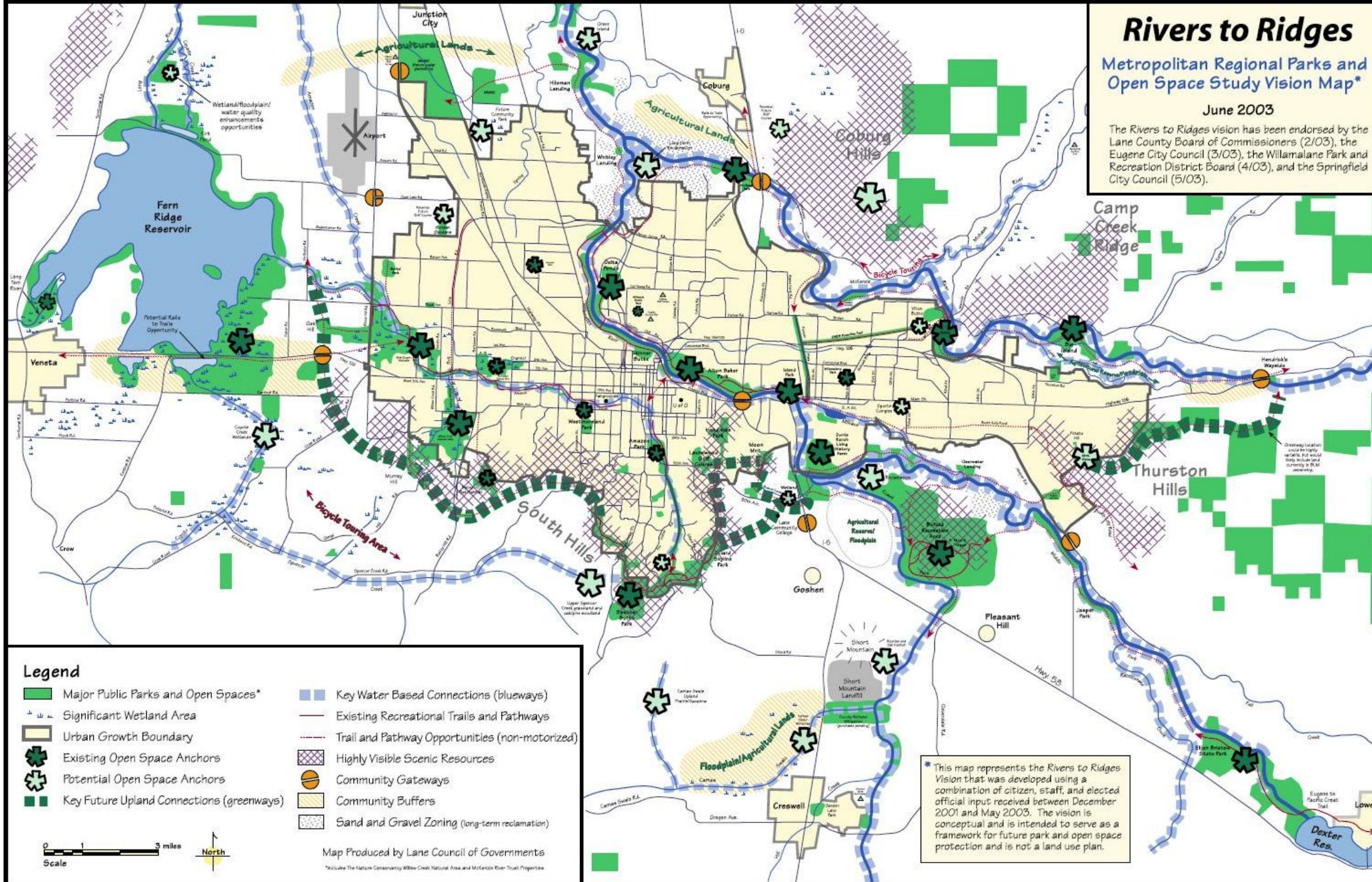
Coburg

Rivers to Ridges

Metropolitan Regional Parks and Open Space Study Vision Map*

June 2003

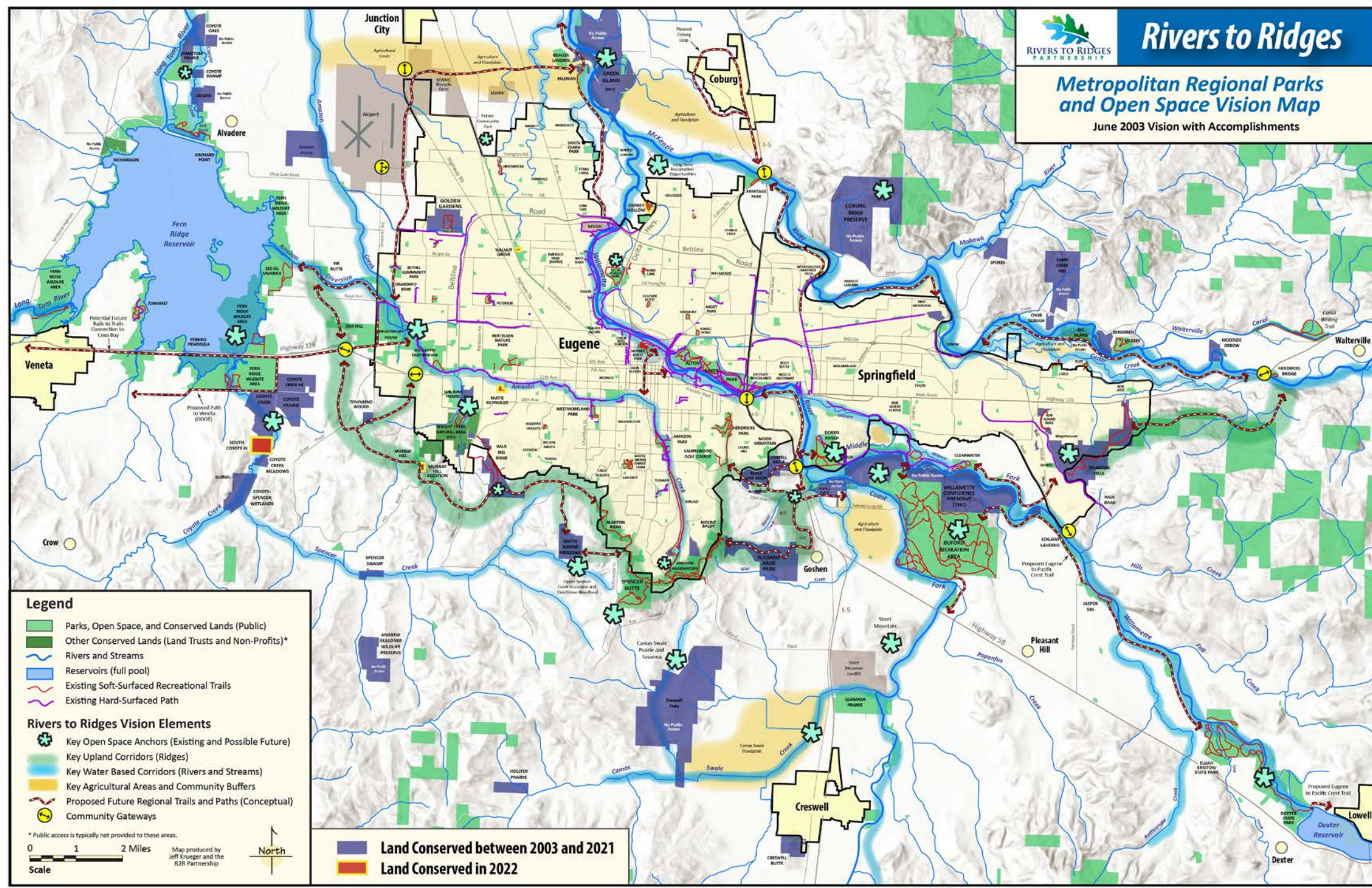
The Rivers to Ridges vision has been endorsed by the Lane County Board of Commissioners (2/03), the Eugene City Council (3/03), the Willamalane Park and Recreation District Board (4/03), and the Springfield City Council (5/03).



The vision in compilation of Partner and community priorities.

Since 2003:

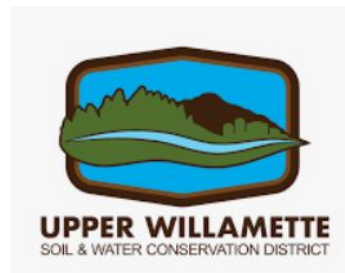
- 9,122 acres conserved
- 57 miles of trails or paths added
- 8,802 acres of habitat restored
- 4,999 acres treated with ecological burns
- 2,768,700 plants planted





Rivers to Ridges Partners and Key Stakeholders

Overlapping Interests and Geographies



View east from Coryell Ridge (P. Gordon)



Rivers to Ridges “Refresh”

Why Refresh the Vision?

- Vision 20-year anniversary
- Partnership has expanded significantly (from 4 to 19 partner organizations)
- State, tribal, federal, and local priorities have changed
- Improved guidance on conservation priorities
- More expansive spatial data is available
- Partner organization staffs have seen turnover
- A significant amount of what was envisioned in 2003 has been completed



Thurston Hills (P. Gordon)

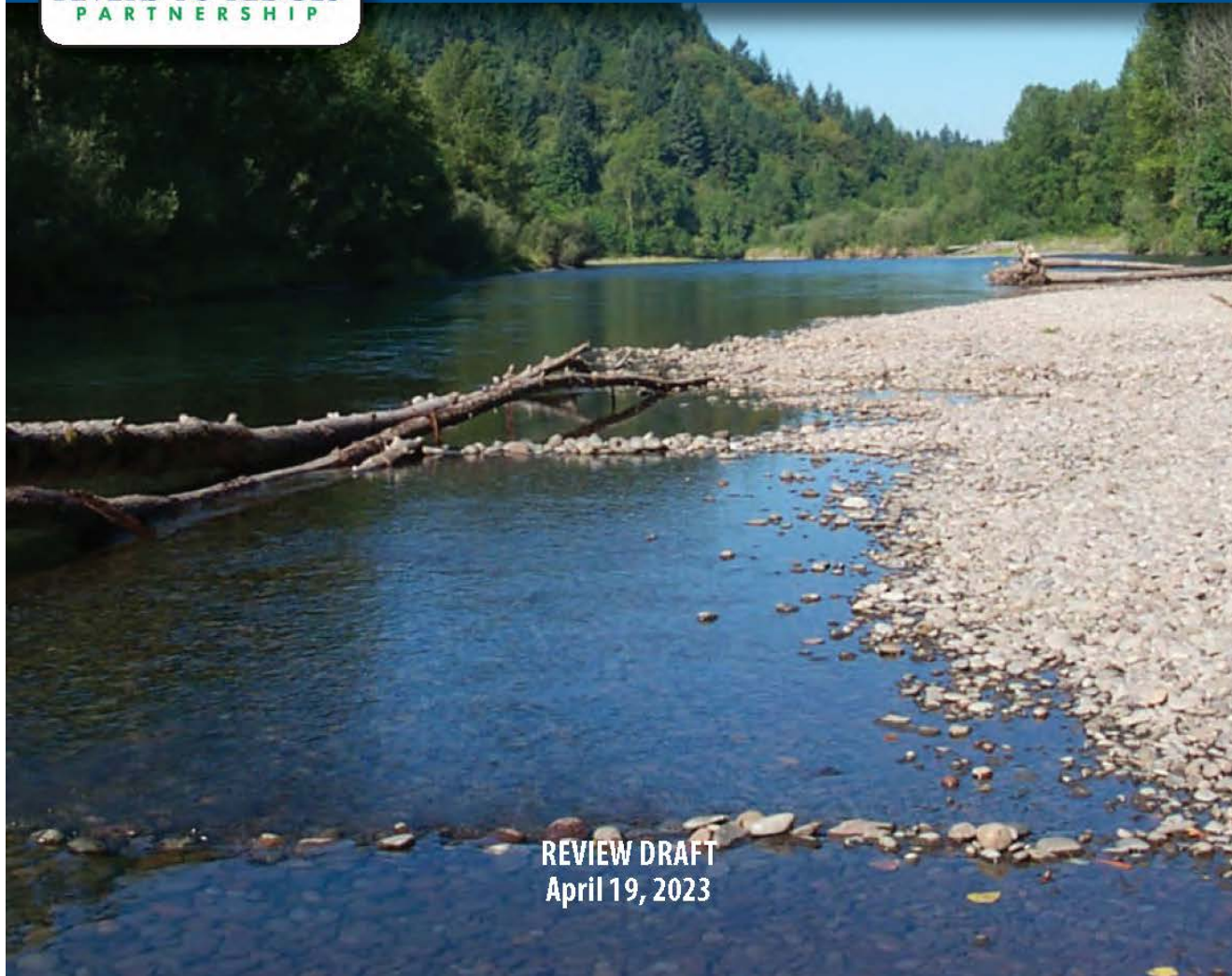
Question 7: What could be done to improve your use and enjoyment of our region's parks, trails, and open space? (Ranked Order Below)

1. Reduce trash and improve safety
2. More trails:
 - More mountain bike trails and facilities
 - More trails to viewpoints
 - More accessible trails (more ADA/universal access options)
 - Neighborhood connections
 - Better trail connections between parks
3. Restrooms (clean, safe, non-gender, open all year)
4. Convenient transit or shuttles to parks
5. River access (safe and convenient for swimming and playing)
6. System wide map (hard copy and electronic) or local trails web site
7. Designated off leash dog areas/trails
8. Invasive species control – more native flowers for pollinators
9. More guided walks for groups (e.g., LGBTQ+, BIPOC, women only)
10. Free parking in all parks (equitability)

Twenty Years of Accomplishments and the 2023 Rivers to Ridges Vision Refresh



Regional Parks and Open Space Vision



REVIEW DRAFT
April 19, 2023



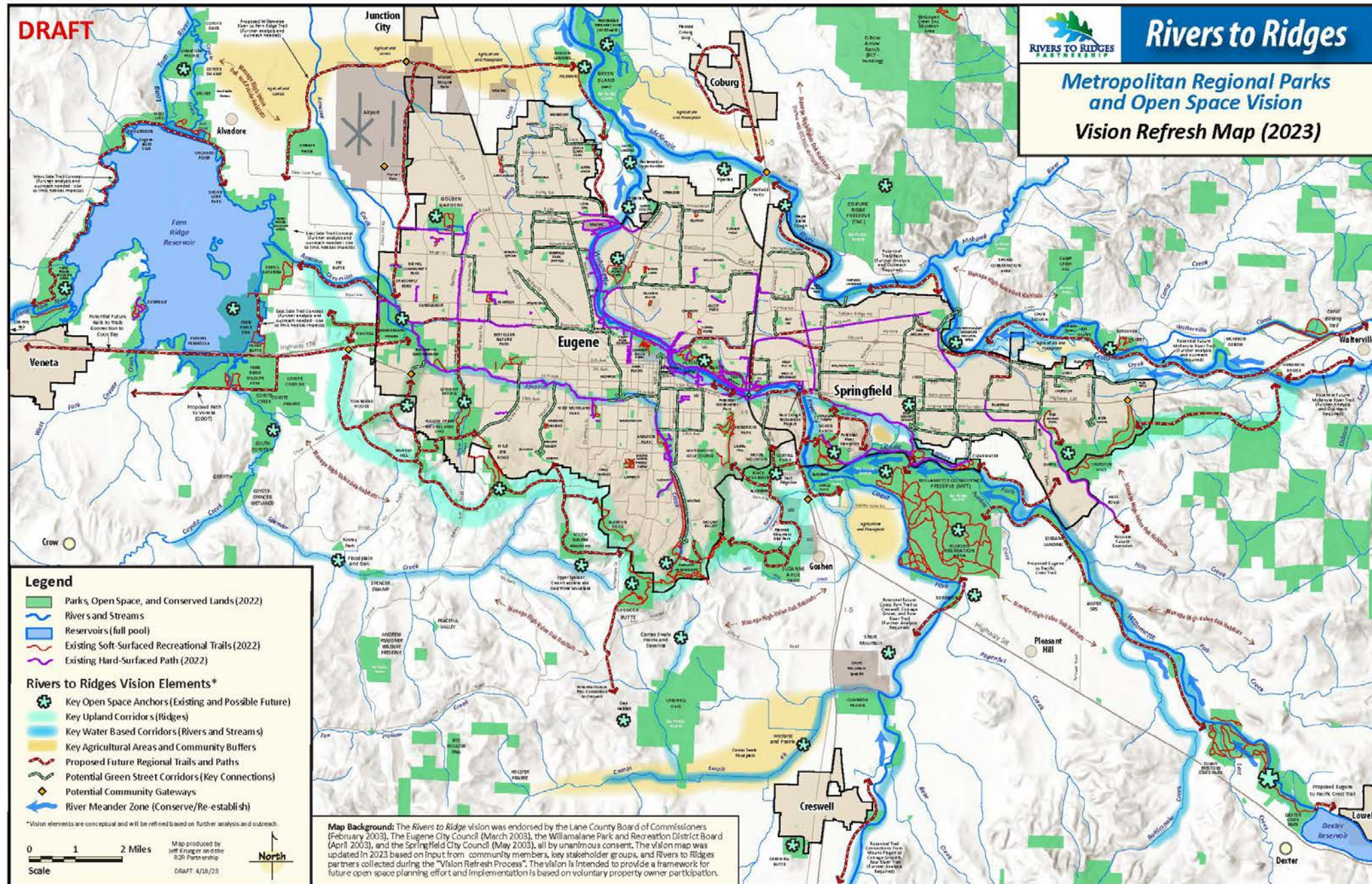
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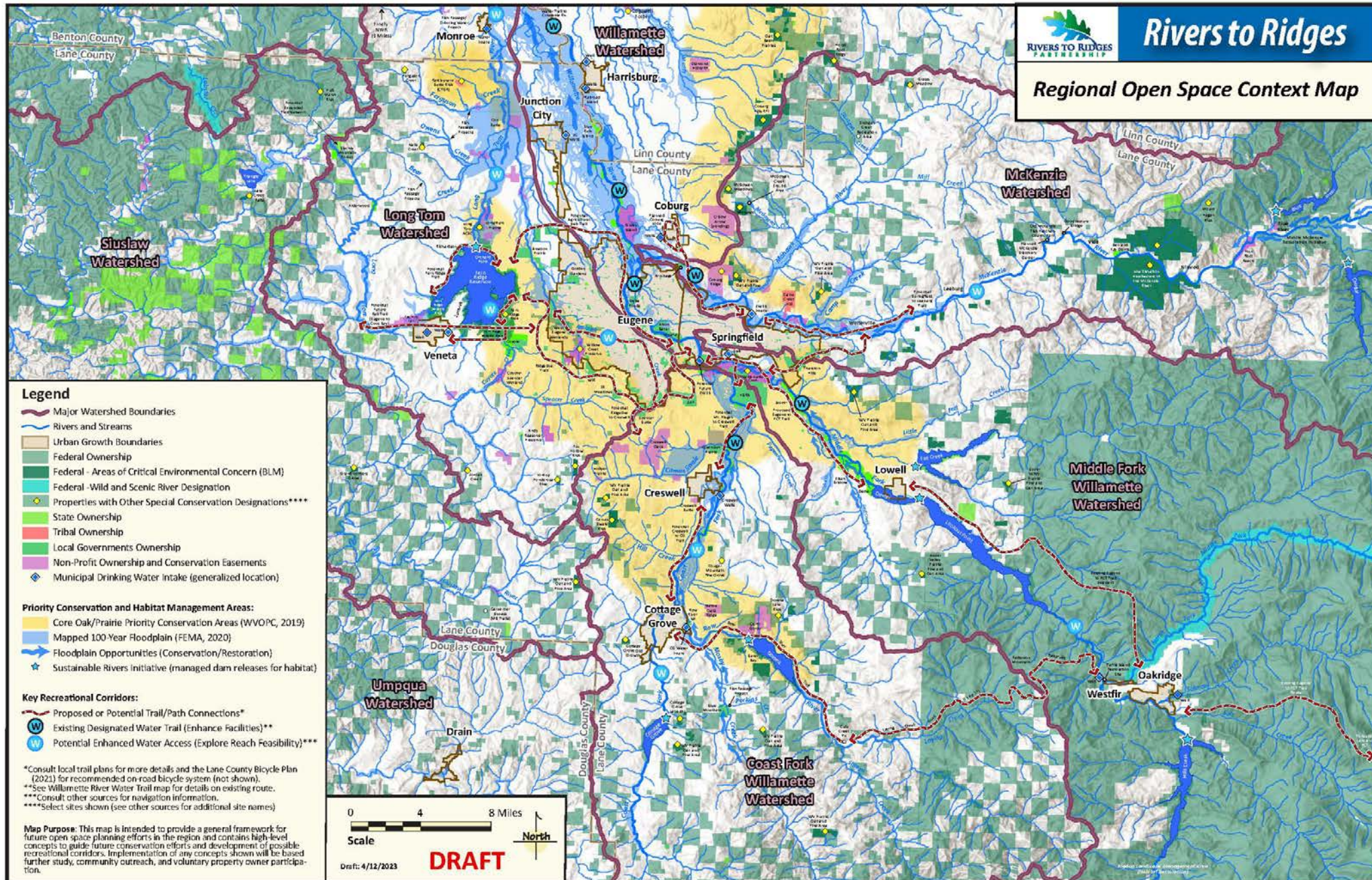


Rivers to Ridges

Metropolitan Regional Parks and Open Space Vision

Vision Refresh Map (2023)





Website:
rivers2ridges.org



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[REPORTS](#)

[UPDATES](#)



Thurston Hills Natural Area in Springfield (source: Paul Gordon)



LANE COUNTY

PUBLIC WORKS DEPARTMENT / 3040 North Delta Hwy. / Eugene, OR 97408

ADVERTISEMENT FOR BID

Bid Closing for the project identified below will be at 2:00 p.m. on the 2nd day of NOVEMBER, 2023. Bid Opening will be at the Lane County Public Works Department, Engineering and Construction Services located in the McKenzie Building at 3040 North Delta Highway, Eugene, Oregon, beginning immediately after the Bid Closing time identified above.

ELECTRONIC BIDS

Lane County offers electronic bidding using the Bid Express® service available on the Internet at www.bidexpress.com. Bid Express® allows for secure bid submission as well as electronic bid bond verification. To submit an electronic bid, a bidder must:

- Be signed up with an Internet Service Provider, and
- Set up an account with Bid Express® at www.bidexpress.com – There is no cost to set up an account to bid electronically on Lane County projects.
- Follow all instructions on Bid Express® to submit a responsive bid.

PAPER BIDS

Submit paper bids to Ashleigh Riolo, Project Manager, before the Bid Closing listed as follows:

- For Bids submitted by mail or parcel delivery service, send to Lane County's address below.
- For Bids submitted by hand delivery, provide Bids directly to the reception staff located at the following address:

**Lane County Public Works Department
Engineering and Construction Services
3040 North Delta Highway Eugene, Oregon, 97408**

Bids submitted on paper forms must be submitted in a sealed envelope, plainly marked on the outside showing the name of the bidder, name of the project, contract number and the word "BID."

To view and download plans, specifications, and bid booklets PLEASE visit the Agency's BidExpress® website at:

<https://www.bidexpress.com/businesses/44723/home>

The BidExpress® website allows free access to plans and special provisions, up-to-date bidding information, and plan holders lists for each project. All project addenda and clarification letters are published on the BidExpress® website specific to each project. Bidders can opt to sign up to be notified when updates to a specific project are posted. Preliminary bid results are published on the following websites by close of business on Bid Closing day:

<https://www.bidexpress.com/businesses/44723/home>
<http://apps.lanecounty.org/PlanCenter>

CONTRACT NAME: Armitage Park Maintenance Shop
CONTRACT NUMBER: 23/24-09-Parks

All projects have minimum wage rate requirements. See Bid Booklet and the General Conditions for Construction for Lane County for more information.

All federally funded projects have "BUY AMERICA" requirements.

Submit all project specific technical questions through the BidExpress® website. All questions and answers will be visible by all Bidders as part of the bidding process. Project specific questions submitted using other means will not be considered or responded to.

All Bids shall be accompanied by a Bid guaranty in the amount of 10% of the total amount of the Bid. Each bid must be submitted on the required forms and be accompanied by Bid guaranty, in the form of a cashier's check, certified check, irrevocable letter of credit issued by an insured institution as defined in ORS 706.008, or surety bond payable to Lane County.

Bids, Bid modifications, and Bid withdrawals will not be accepted after Bid Closing listed above.

Bids for the work described above will be publicly opened and read aloud immediately following the Bid Closing.

PROJECT NAME Armitage Park Maintenance Shop

CONTRACT NO. 23/24-09-Parks

CLASS OF PROJECT This is a County Project.

CLASS OF WORK Buildings

PROJECT COST RANGE \$100k-\$300k

COMPLETION TIME June 28, 2024

Lane County may reject any bid not in compliance with all prescribed public bidding procedures and requirements, and may reject for good cause any or all bids upon a finding of Lane County that it is in the public interest to do so.

END



Rogue Valley Office
830 O'Hare Parkway, Ste. 102
Medford, OR 97504
541-326-4828

Coos Bay Office
486 'E' Street
Coos Bay, OR 97420
541-266-8601

Albany Office
200 Ferry Street SW
Albany, OR 97321
541-223-5130

Newport Office
609 SW Herbert Street
Newport, OR 97366
541-264-7040

PROPOSED ENGINEERING SCOPE OF SERVICES

Date: September 28, 2023

To: Ashleigh Rlolo, PMP, Project Manager Associate, Lane County Public Works

From: Matt Wadlington, PE, Principal, Civil West Engineering Services, Inc. (CWES)

RE: **Lane County Parks Utility Design and Construction Phase Support – Scope of Services**
Civil West Project Number: TBD

This Scope includes the anticipated engineering services associated with the Design and Construction phase support of upgrading water distribution system and the sewer collection and disposal for three parks operated by Lane County. Per the existing agreement between Civil West Engineering Services, Inc. and Lane County, Civil West is moving toward completion of a utility assessment study which recommends replacement of many of the park utility system components. The following detailed scope of work is hereby presented for review and approval.

Background and Understanding

Lane County holds long-term leases on three parks from the US Army Corp of Engineers. These parks include Orchard Point and Richardson parks on the shores of Fern Ridge Reservoir, north of Veneta, and Baker Bay park adjacent to Dorena Lake, east of Cottage Grove. As part of the agreement with the USACOE, Lane County maintains the park facilities. The parks provide a variety of amenities to visitors including access to water recreation, RV hookups, picnic shelters, restrooms, and shower facilities. To support the amenities used by visitors, the parks have potable water systems and wastewater collection and treatment systems.

Near Fern Ridge Reservoir, Richardson and Orchard Point parks share a connected water system, which includes storage reservoirs northwest of the Fern Ridge Dam. Richardson park collects wastewater and conveys it to a facultative lagoon located between Kirk Road and the Long Tom River, downstream (north) of the Dam. Effluent from the treatment lagoons is land applied to irrigation areas during the summer months. Orchard point collects wastewater which is treated and disposed of in a system of septic tanks and drainfields.

Baker Bay Park, near Dorena Lake has a connection to the Row River Water District near the south entrance to the park. Wastewater is collected and then pumped through a long force main to Schwarz park where it is treated with a septic tank and is discharged into a drain field.

Lane County has funding allocated from ARPA for repairs to the existing utility systems. In 2022, Lane County issued a Request for Qualifications to prepare a feasibility study to determine the condition of the utility systems

and to evaluate alternatives for their repair/replacement. Civil West Engineering was selected to help the County with this task and is currently working on the evaluation.

Looking forward to the final design, we propose the following engineering services, as part of this scope of work and described in more detail below.

Part A: Scope of Work

The following phases and tasks have been identified as the primary areas of support that Lane County Parks will need as this project progresses through the design, bidding, and construction phases.

Phase 1: Design and Bidding

Task 1 – Project Management. Under this task, we will provide the necessary project management and administrative services to conduct an orderly and well-managed project and to ensure quality and timeliness of deliverables. This will include organizational issues, financial, and other administrative requirements. Coordination with the owner, design team, jurisdictions, property owners, and other affected parties will be accomplished.

Task 2 – Survey. This task will include a detailed project survey that will collect topography data including edge of roadways, driveways, and existing utilities in the areas serviced by the County. The data collected will provide the background information for the design and construction documents for this project. No property boundary surveys are included in this task and no boundary or right-of-way resolution services are currently included in this task. Development of easements is also excluded from this task. If the County needs to develop new easements or resolve any right-of-way or property boundary issues these services can be provided on a time and material basis upon approval of the County.

Task 3 –Water and Sewer System Engineering Design Services and Project Documents. This task will include final design services required to complete design plans, technical specifications, and contract documents that will be used to secure a responsive bidder. We will work directly and often with the County and the USACOE to create a system that meets the needs of the park visitors and will allow for ease of maintenance by County staff. We will review project progress with the County at 65%, and 95% completion stages. 95% plans will be submitted to the OHA Oregon Drinking Water Program and to the Department of Environmental Quality for review and approval before the project can go to bid. Subtasks include the following:

- a) Detailed design plans including: cover sheet, general notes, and detail sheets
- b) Plan and profile plan sheets of the pipelines
- c) Identification of conflicts including but not limited to utilities, creek crossings, etc.
- d) Sample erosion control measures
- e) Valves, air release valves, blowoffs, and meter locations
- f) Other design elements as will be required for a complete design

Task 4 – Preparation of Technical Specifications – We will prepare detailed and comprehensive technical specifications for the project to define and specify material requirements, workmanship requirements, measurement and payment issues, and other general project parameters. The technical specifications will be organized in industry-standard format based on the Construction Specifications Institute (CSI). We will include all the information needed to direct the contractors to prepare accurate bids and be successful during construction.

Task 4 – Preparation of Contract and Bidding Documents – We will prepare the contract documents, general and supplemental conditions, advertisement and bidding documents, instructions to contractors, and other documents needed to administer the project. These documents, together with the design drawings and specifications, form the overall collection referred to as “Project Documents.”

Task 5 – Regulatory Coordination. Under this task, the project team will lead the regulatory plan review and approval process. The project team will submit the plans and specifications to the OHA Drinking Water Services and to the Department of Environmental Quality for their review. Plans will also be routed through the USACOE. Following the agencies’ review of the documents, the project team will make necessary revisions to the document to secure agency approval.

Task 6 – Bid Phase Support – This task will include advertising the bid, answering questions, issuing clarifications and addenda (if required), facilitating a pre-bid meeting, and administering the bid opening. We will also review all bids, issue recommendations to award, assist with the contracting process, and finally, issue a notice to proceed to the contractor to begin work.

Phase 2: Construction Phase Services

The budget numbers provided below are based on an assumed construction period lasting 6 months. We anticipate significant involvement, however the amount of work necessary to be performed may fluctuate depending on many variables, such as length of the project, contractor quality of work, contractor sequencing of improvements, etc. If additional work is necessary, Civil West reserves the right to request an adjustment to the budget.

Task 7 – Contract Management. – Once the contractor is given the Notice to Proceed, it will be our responsibility to serve as the County’s agent and construction manager. Our role will be to serve as the liaison between the contractor and County and to administer and provide the coordination necessary to get this project completed successfully. Construction engineering management will include review of submittals, processing requests for clarification or information, processing payment requests, evaluating requests for change orders (if applicable), reporting to the County on progress, directing the resources and actions of our inspection team, and other related services.

The budget allowance is based on an approximate average as follows:

- 8 hours/week for 26 weeks = 208 hours.

Task 8 – Construction Observation and Inspection. – Our team will coordinate regular inspection services on the project to document the activities of the contractor and ensure that the requirements and terms of the project documents are being met. We will prepare detailed daily inspection reports when on site and will document progress with photographs for the permanent record. Problems or concerns will be discussed with the contractor and the construction engineering manager.

The budget allowance is based on an approximate average as follows:

- 18 hours/week for 26 weeks = 468 hours

Task 9 – Post Construction Engineering Services. Once construction is complete, a number of administrative and housekeeping items remain for the engineer. A budget allowance for 60 professional and technician hours are proposed to perform the following work:

Final Inspections and Punch Lists – Our construction engineering team will work with the contractor and the County to complete a punch list and follow up to ensure that all loose ends, details, cleanup, and other construction activities are completed to the satisfaction of the County.

Final Payment and Documentation – We will work with the County and the contractor to process final payments, retainage release, and documentation of substantial and final completion of the work.

Warranty Documentation – Upon completion of the work, we will work with the County and the contractor to process the necessary warranty documentation to protect the District’s interests and ensure the quality of the new water storage facilities.

Project Album Preparation – As part of our standard engineering services, Civil West will prepare a “project album” to provide a permanent and compact record of the project. Our project album is provided in hard copy and digital form to the District and will be a valuable permanent record of the project. We will provide the project files in .pdf (acrobat) format as well as the original native file formats. Our project albums include the following elements:

- Full set of project as-builts and record drawings
- All project photos taken throughout the construction process for the permanent record
- All daily inspection reports
- Testing and certification documents
- Significant correspondence or letters of importance
- Payment requests documents
- Operation and Maintenance (O&M) information for all equipment and components
- Other important project records

Task 10 – Reimbursables. This task will cover direct reimbursable expenses anticipated. These include travel and per diem costs, lodging, reproduction and office expenses, and other reimbursable costs.

Part B: Work Not Included (or otherwise provided by others)

The following are not included in this proposal:

- It is anticipated that all work will be done within established public right-of-way or existing easements, or property owned by the County/USACOE. No boundary surveys, easements, and permissions are anticipated with this work.
- Construction staking. The contractor will be responsible for any and all construction staking.
- All fees associated with agency permits (e.g. County, OHA, DEQ) and any other direct costs from any entity or agency.
- Wetland, Environmental, and/or geotechnical evaluations or reports
- 1200-C Construction Stormwater support and inspections.
- All costs for bid advertisement and any other such expenses.
- One-year warranty inspection.
- Other tasks not specifically identified in this proposal.

Part C: Project Fee Proposal

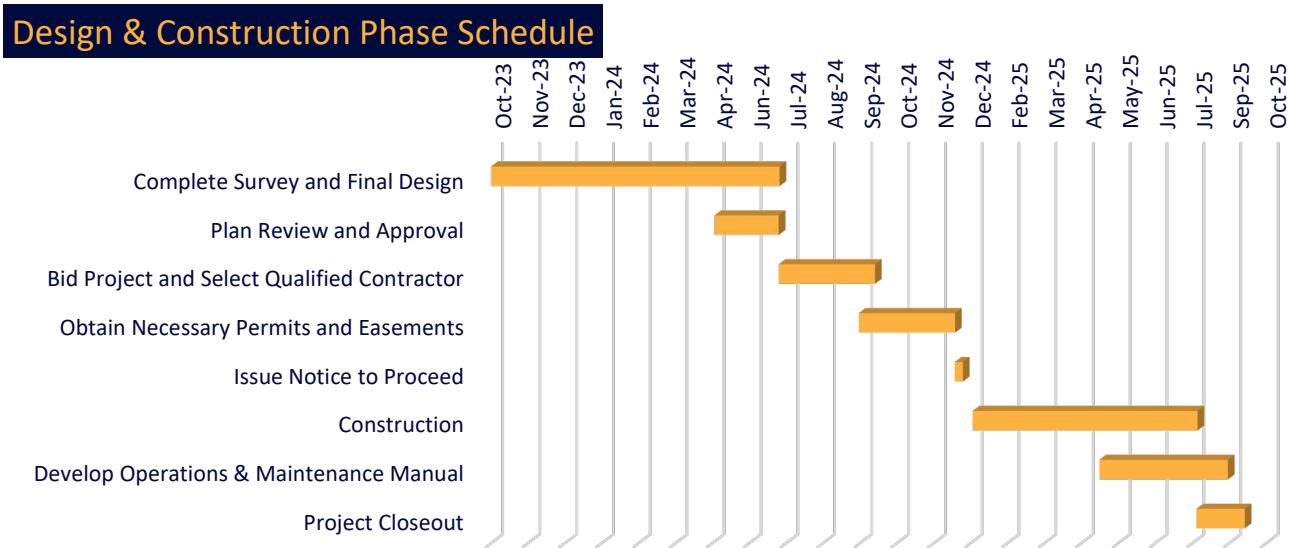
The following Fee is established for the Lump Sum phases above.

Phase 1 – Survey, Design and Bidding	\$ 125,900 (Lump Sum)
Phase 2 – Construction Phase Service	\$ 104,680 (Lump Sum)

CWES will invoice Lane County on a monthly basis based on the percentage of work performed that month. If additional support is required beyond these allowances, we will communicate with the County on an amendment to the agreement. Any additional work will be billed on a time and materials basis pursuant to the current rate schedule attached hereto (Exhibit A) and effective through 2023. 2024 rates are subject to change and will be applied.

Part D: Project Schedule

The anticipated schedule for this project is shown below.



We are grateful for this opportunity to provide these services to the County. We are prepared to begin this work on this important project as soon as we are authorized to do so. Please let me know if you have any questions or if you wish to see any alterations to our proposed approach. If this proposed approach is acceptable, please sign below and return a copy to our office for our records.

Sincerely,

Matt Wadlington, PE
Willamette Valley Regional Manager

ARPA/SLFRF Required Contract Clauses

The following contract clauses are consistent with the federal Uniform Guidance requirements that are applicable to the State and Local Fiscal Recovery Funds (SLFRF) program as part of the American Rescue Plan Act (ARPA). Creating a contract that complies with ARPA requirements must include the below sections as verbatim:

☒ **Contractor must be registered in SAM.gov.** - The Contractor shall register in the System for Award Management (SAM), which is the primary registrant database for the U.S. Federal Government and shall update the information at least annually after the initial registration and maintain its status in the SAM through the Term of this Agreement. Information regarding the process to register in the SAM can be obtained at Sam.gov

☒ **Whistleblower** - Contractor receiving ARPA funds shall under or through this contract post notice of the rights and remedies provided to whistleblowers under No Fear Act Pub. L. 107-174. 29 CFR § 1614.703 (d).

☒ **Inspections; Information** - Contractor shall permit, and cause its subcontractors to allow the State of Oregon, the federal government and any party designated by them to:

- Examine, visit and inspect, at any and all reasonable times, the property, if any, constituting the Project.
- Inspect and make copies of any accounts, books and records, including, without limitation, its records regarding receipts, disbursement, contracts, and any other matters relating to the Project, and to its financial standing, and shall supply such reports and information as reasonably requested.
- Interview any officer or employee of the Contractor, or its subcontractors, regarding the Project.

☒ **Equal Opportunity** - Contractor shall comply with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR chapter 60).

☒ **Copeland "Anti-Kickback" Act** - Contractor shall comply with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

☒ **Debarment and Suspension (Executive Orders 12549 and 12689)** - A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

☒ **Prohibition on purchasing telecommunications or surveillance equipment, services, or systems.** As required by 2 CFR 200.216, federal grant or loan recipients and subrecipients are prohibited from obligating or expending loan or grant funds to procure or obtain; extend or renew a contract to procure or obtain; or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment, video surveillance services or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889,

covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities). Prohibitions extend to the use of Federal funds by recipients and subrecipients to enter into a contract with an entity that “uses any equipment, system, or service that uses covered telecommunications equipment or services” as a substantial or essential component of any system, or as critical technology as part of any system. Certain equipment, systems, or services, including equipment, systems, or services produced or provided by entities subject to the prohibition are recorded in the System for Award Management exclusion list.

☒ **Preference to United States made goods.** - As appropriate and to the extent consistent with law, the contractor should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award. For purposes of this section:

(1) “Produced in the United States” means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) “Manufactured products” means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

Additional Clauses for Contracts Over \$10,000:

Creating a contract over \$10,000 that complies with ARPA requirements must include the additional below sections as verbatim:

☒ **Procurement of recovered materials over \$10,000.** - The Contractor must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

☒ **Termination for cause and for convenience** - Contractor shall address termination for cause and for convenience, including the manner by which it will be affected and the basis for settlement. The Contract Owner shall have the option, in its sole discretion, to terminate this Agreement, at any time during the term hereof, for convenience and without cause. The Contract Owner shall exercise this option by giving Contractor written notice of termination. The notice shall specify the date on which termination shall become effective.

Additional Clauses for Contracts Over \$100,000:

Creating a contract over \$100,000 that complies with ARPA requirements must include the additional below section(s) as verbatim:

☒ Certification form located in Appendix I. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Additional Clauses for Contracts Over \$150,000:

Creating a contract over \$150,000 that complies with ARPA requirements must include the additional below section(s) as verbatim:

☒ Contractor shall comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).

Additional Clauses for Contracts Over \$250,000 (the simplified acquisition threshold as of 2022):

Creating a contract over \$250,000 that complies with ARPA requirements must include the additional below section(s) as verbatim:

☐ Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate. Upon any breach of this Agreement by Contractor, the Contract Owner shall have all remedies available to it both in equity and/or at law.

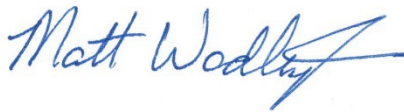
Appendix I
Certification Regarding Lobbying
(Awards to Contractors and Subcontractors in Excess of \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signed:

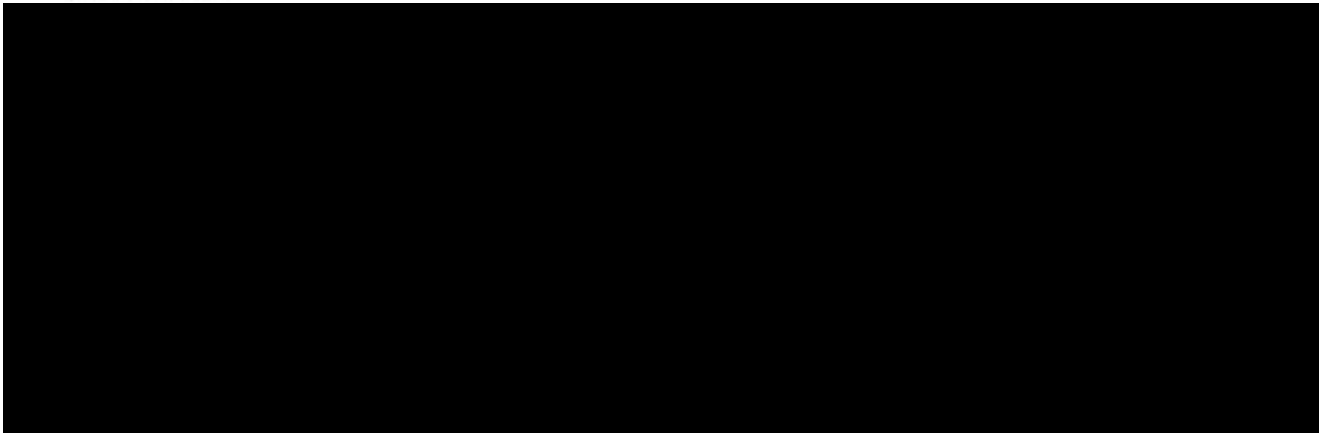


Title: Principal

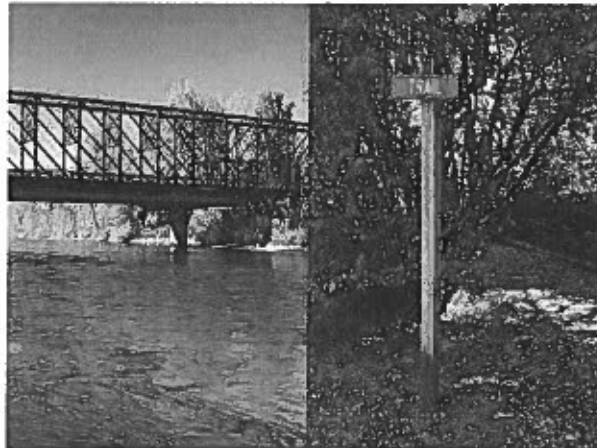
Date: September 29, 2023



Lane County Parks Superintendent



DESCRIPTION



[Join Us in Creating Memorable Experiences - Apply Now!](#)

About the Position

Are you seeking a career that not only fuels your passion for the great outdoors but also leaves a lasting impact on your community? Look no further! We invite you to consider applying for the exciting opportunity at Lane County Parks, where your love for nature and dedication to enriching lives will converge to create something truly extraordinary.

At Lane County Parks, we are the proud stewards of the region's most breathtaking natural areas, encompassing over 4,300 acres of parks and open spaces. As we strive to provide year-round recreation, we extend an invitation to millions of visitors and residents to explore the abundant trails, scenic ocean beaches, iconic covered bridges, and serene lakes and rivers that await discovery.

Imagine contributing to an organization that leaves a lasting impression on families, adventurers, and nature enthusiasts alike! As a member of our team, you will play a pivotal role in hosting over three million visitors annually across 68 recreational sites. Whether it's facilitating memorable camping experiences, supporting angling adventures, or curating picturesque spots for picnics and play, your contributions will shape the way people connect with nature.

candidate may be one who comes from a less traditional background. The county will consider any equivalent combination of knowledge, skills, education, and experience to meet minimum qualifications. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.

CLASSIFICATION DETAILS

Daily Operations May Include:

- Supervision of Park Maintenance staff by interviewing, hiring, training, assigning work duties, and evaluating the performance of incumbents.
- Estimates materials, manpower, equipment, time, revenue, capital outlay, and costs required to support operations.
- Develops operating plans and schedules for year-round operations including preventative and routine maintenance schedules, construction projects, and special events.
- Maintains inventory of park system infrastructure and equipment and oversees the condition of those assets for repairs or replacement prior to the end of lifecycle of each asset.
- Compiles, prepares, and oversees the preparation and maintenance of records and reports which may include financial records and reports, incident reports, expense reports and a variety of other reports as required.
- Inspects facilities and audits operating procedures to identify potential hazards and ensure conformance with established policies and recommends corrective action to eliminate or mitigate potential hazards.
- Provides leadership and direction project management which includes planning, project design, construction oversight, and procurement.
- Manages and supervises staff engaged in the administration and/or management of capital improvement projects; identifies and prioritizes workload planning.
- Participates as part of a planning team to develop or expand programs and facilities, alter procedures, identify revenue sources, and determine cost recovery.
- Monitors operation of facilities and programs to align with division goals which includes evaluating facilities for current accessibility and safety laws, codes, and/or standards.
- Manages and maintains a positive working relationship with park employees concerning the management and preservation of the cultural, historical, and natural resources within parks & open spaces.
- Actively participates and supports an inclusive process for diversity within the workplace, staff development, fostering cooperation and teamwork, and supporting constructive resolution of conflicts.
- Communicates effectively and on a recurring basis with volunteer and stakeholder groups directly related to the park, at times dealing with controversial matters requiring negotiation and conflict resolution skills.
- Attends and participates in public meetings, training sessions, public events, and represents County staff on the Parks Advisory Committee.

Manager Classification Details

Selection Process

SUPPLEMENTAL INFORMATION

Equal Employment Opportunity

Lane County is an Equal Opportunity Employer. We value diversity, equity, and inclusion as essential elements that create and foster a welcoming workplace. All qualified persons will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, political affiliation, disability or any other factor unrelated to the essential functions of the job.

Strategic Plan

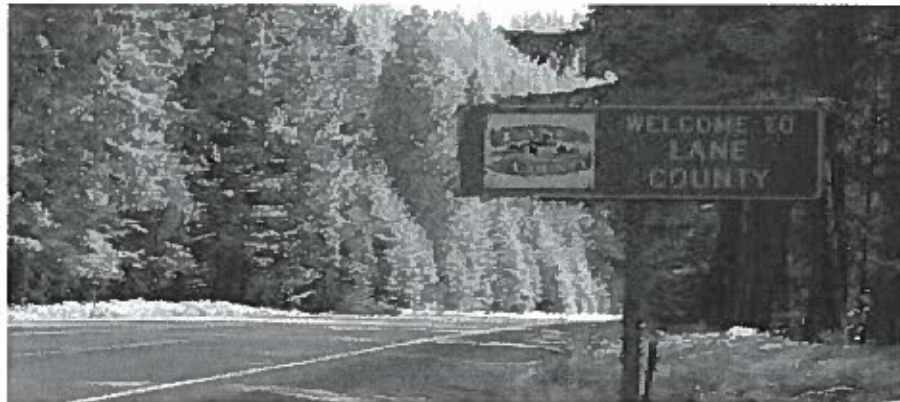
In alignment with Lane County's Strategic Plan, incumbent(s) will be expected to demonstrate the following core behaviors: Passion to Serve, Driven to Connect, and Focused on Solutions.

The [2022 -2024 Strategic Plan](#) (Download PDF reader) focuses on the areas that Lane County will pursue as a way to deliver on our vision for the residents of Lane County. To meet these challenges, we know that the basis of our efforts lies in



Lane County Engineering Analyst - Parks Planner & Designer

DESCRIPTION



Lane County Parks is HIRING a Parks Planner & Designer!

About the Position

Are you ready to embark on a rewarding journey that combines your passion for parks, open spaces, and community development? Lane County Parks Division is seeking a Parks Planner and Designer who is driven by a commitment to enhancing the quality of life for our county residents through the creation and preservation of vibrant, accessible, and inclusive outdoor spaces. If you're ready to make a meaningful impact on our community while working in a dynamic and collaborative environment, we invite you to consider applying for this exceptional opportunity.

Join Our Team:

As a Parks Planner and Designer with Lane County, you'll play a pivotal role in shaping the future of our parks and open spaces. Your work will be at the heart of our commitment to providing critical services to our community members through innovative programs, beautification projects, and ensuring that our open spaces are accessible to all county residents.

Key Responsibilities:

- **Visionary Planning:** Collaborate with Parks Management, Operations, and Management teams to define short-term and long-term goals and prioritize projects. You will be an integral part of our comprehensive parks and open space planning efforts, contributing to the preparation of master plans that set the course for the future.

- **Expertise and Advocacy:** Assist with the development and updates of the Parks and Open Space Master Plan, providing your expertise to align it with the County's Comprehensive Plan and Land Development Code. Advocate for parks, recreation, and landscape design within the larger framework of county development.
- **Community Engagement:** Actively participate in fostering cooperation and teamwork, supporting constructive resolution of conflicts, and ensuring an inclusive process for diversity within the workplace. Create multiple platforms for public input to encourage equity and inclusion, bringing residents, partner agencies, non-profits, and advocacy groups together to shape our open spaces.
- **Sustainable Design:** Review private development plans, green infrastructure projects, and land use applications to enhance public access and ensure effectiveness, longevity, and maintainability. Apply basic design principles, including Aesthetic Design, Functional Design, Economic Development, Environmental Conservation, and Social/Cultural Empowerment.
- **Leadership:** Manage complex special projects or programs, coordinate project activities, and present staff reports for decision-making bodies. Your work will involve managing project compliance with local, state, and federal regulations, as well as coordinating with various agencies, committees, commissions, and the public.
- **Environmental Stewardship:** Play a vital role in managing the County's Capital Improvement Program (CIP), working with stakeholders, staff, and Advisory Boards to develop recommendations for sustainable park development projects.
- **Collaboration:** Collaborate with agencies such as the City of Eugene, City of Springfield, City of Florence, Oregon Division of State Lands, Army Corps of Engineers, and others to obtain permits and ensure compliance with regulations that protect natural resources, wetlands, cultural heritage, and historic preservation.

Why Lane County Parks Division:

By joining our team, you'll have the unique opportunity to combine your passion for landscape architecture and urban planning with a commitment to community service. You'll help us create green spaces that enhance the well-being of all county residents, fostering a sense of belonging and unity.

At Lane County Parks Division, we believe in the power of parks to transform lives and build stronger communities. If you are a dedicated professional looking to make a lasting difference in the lives of others while enjoying the beauty of Oregon's natural landscapes, we encourage you to apply for this position.

Join us in our mission to enrich the lives of Lane County residents through the thoughtful planning and design of our parks and open spaces. Together, we can create a brighter and more inclusive future for all.

About the Division

Lane County's parks and open spaces are located in the region's most beautiful natural areas and offer opportunities for year-round recreation. There are abundant trails for hiking and biking, ocean beaches and covered bridges to photograph and explore, and lakes and rivers to fish and float. Visitors and residents come to camp, fish, picnic, and play. Lane County Parks hosts over three million visitors per year at 68 recreational sites that total over 4,300 acres. These sites offer reservoir access, river access, marinas, and a variety of camping options.

Schedule: Monday - Friday; 8:00am - 5:00pm

This is an ADMIN-PRO represented position

QUALIFICATIONS

Training:

- Bachelor's degree from an accredited college or university in a field related to area of assignment (preferably in landscape architecture OR urban and regional planning); and sufficient experience as necessitated by the competency level of the position.

Preferred qualifications:

- Master's degree from an accredited college or university in a field related to area of assignment (preferably in landscape architecture OR urban and regional planning) .
- Possession of State of Oregon registration as a licensed Landscape Architect.

Experience:

- Journey Level (N4304): 2-5 years of progressively responsible professional experience
- Specialized knowledge specific to area of assignment may be required.
- **Or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.**

Notes:

- Must be in possession of a valid driver's license at time of application, and a valid Oregon Driver's license by time of appointment.
- This position is subject to a full criminal offender information record check.

Physical Requirements:

- Positions in this class typically require: talking, hearing, seeing, and repetitive motions.
- Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.
- Incumbents may be subjected to fumes, dusts, gases, chemicals, extreme temperatures, intense noises and travel.

Studies have shown that women and BIPOC individuals are less likely to apply for jobs unless they believe they are able to perform every task in the job description. We are most interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. The county will consider any equivalent combination of knowledge, skills, education, and experience to meet minimum qualifications. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.

CLASSIFICATION DETAILS

Engineering Analyst Classification Details

Selection Process

SUPPLEMENTAL INFORMATION

Equal Employment Opportunity

Lane County is an Equal Opportunity Employer. We value diversity, equity, and inclusion as essential elements that create and foster a welcoming workplace. All qualified persons will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, political affiliation, disability or any other factor unrelated to the essential functions of the job.

Strategic Plan

In alignment with Lane County's Strategic Plan, incumbent(s) will be expected to demonstrate the following core behaviors: Passion to Serve, Driven to Connect, and Focused on Solutions.

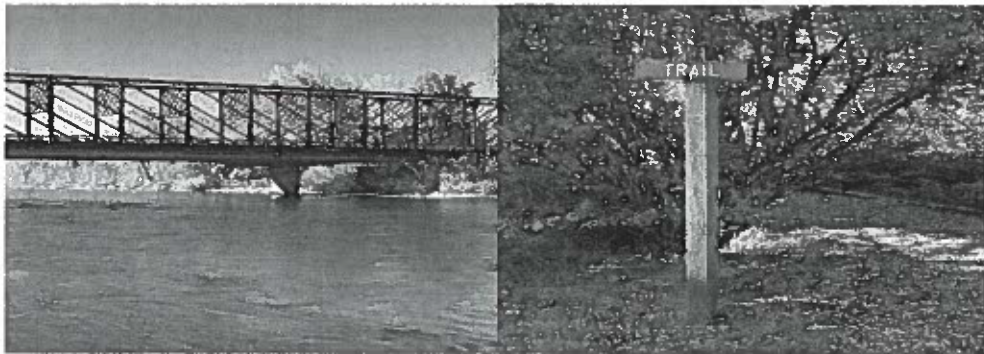
The 2022 -2024 Strategic Plan focuses on the areas that Lane County will pursue as a way to deliver on our vision for the residents of Lane County. To meet these challenges, we know that the basis of our efforts lies in leveraging our people and partnerships to achieve our Strategic Priorities. We also recognize that the quality and commitment of our staff is essential to a shared future where Lane County is the best place in which to live, work, and play.

Veteran Preference Information



Lane County PW Analyst - Campground Host Coordinator

DESCRIPTION



🔔 Join Our Team: Campground Host Coordinator at Lane County Parks Division 🔔

About the Position

Are you passionate about the great outdoors and the well-being of your community? Do you believe that access to beautiful parks and open spaces is a fundamental right for all residents? If so, we invite you to consider applying for the Campground Host Coordinator role with Lane County Parks Division. This isn't just a job; it's an opportunity to play a vital role in enhancing the lives of our community members through the stewardship of our parks and open spaces.

About Us: At Lane County Parks Division, we take immense pride in providing critical services that enrich the lives of our residents. Our commitment to maintaining pristine parks, organizing engaging programs, and ensuring open spaces are accessible to everyone is at the heart of what we do. We're looking for a dedicated individual to join our team and help us further our mission.

The Role: Campground Host Coordinator As the Campground Host Coordinator, you'll oversee our esteemed Lane County Parks Volunteer Host Program. This pivotal role involves various responsibilities aimed at creating a harmonious and inviting environment for our community members to enjoy. Your contributions will directly impact the quality of life for countless individuals who seek solace and adventure in our parks.

Key Responsibilities:

Recruitment: Identifying and bringing onboard passionate caretakers and volunteer hosts who share our dedication to the community.

Training: Ensuring that our caretakers and volunteer hosts are well-equipped through comprehensive training and orientation programs.

Management: Collaboratively supervising caretakers and volunteer hosts, empowering them to excel in their roles.

Program Enhancement: Constantly seeking opportunities to improve the visitor experience, aligning with our division's goals.

Community Engagement: Fostering positive relationships with our caretakers, volunteer hosts, and park employees to enhance park and campground operations.

Diversity and Inclusivity: Actively participating in promoting diversity within the workplace and supporting teamwork and conflict resolution.

Communication: Engaging in effective communication, even in challenging situations, to ensure that caretakers, hosts, and park staff have a voice in shaping our parks' future.

Why You Should Apply: By becoming a Campground Host Coordinator, you'll be an integral part of a team that ensures our community has access to clean, safe, and welcoming parks and campgrounds. Your dedication will enhance the recreational experiences of countless families, nature enthusiasts, and outdoor adventurers. Moreover, you'll have the opportunity to make a meaningful impact by promoting inclusivity, diversity, and environmental stewardship.

If you're looking for a role where you can combine your passion for the outdoors with a commitment to community service, this is the job for you. Join us in making a difference in Lane County, one park at a time.

Apply today and be a part of something greater—where nature, community, and your career aspirations converge. Together, we'll create a better future for our community through the beauty and accessibility of our parks and open spaces.

About the Division

Lane County's parks and open spaces are located in the region's most beautiful natural areas and offer opportunities for year-round recreation. There are abundant trails for hiking and biking, ocean beaches and covered bridges to photograph and explore, and lakes and rivers to fish and float. Visitors and residents come to camp, fish, picnic, and play. Lane County Parks hosts over three million visitors per year at 68 recreational sites that total over 4,300 acres. These sites offer reservoir access, river access, marinas, and a variety of camping options.

Schedule: Monday – Friday; 8:00am – 12:00pm

This is an Admin-Pro represented position

QUALIFICATIONS

Training:

- Bachelor's degree in a field related to area of assignment; and sufficient experience as necessitated by the competency level of the position.

Experience:

- Entry/Contributing Level (N4112): 0-2 years of professional experience; entry level for incumbents with Bachelor's degree.

Or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Note:

- This position is subject to a full criminal offender information record check.
- Must be in possession of a valid driver's license at time of application, and a valid Oregon Driver's license by time of appointment.

Studies have shown that women and BIPOC individuals are less likely to apply for jobs unless they believe they are able to perform every task in the job description. We are most interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. The county will consider any equivalent combination of knowledge, skills, education, and experience to meet minimum qualifications. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.

CLASSIFICATION DETAILS

Public Works Analyst Classification Details

Selection Process

SUPPLEMENTAL INFORMATION

Equal Employment Opportunity

Lane County is an Equal Opportunity Employer. We value diversity, equity, and inclusion as essential elements that create and foster a welcoming workplace. All qualified persons will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, political affiliation, disability or any other factor unrelated to the essential functions of the job.

Strategic Plan

In alignment with Lane County's Strategic Plan, incumbent(s) will be expected to demonstrate the following core behaviors: Passion to Serve, Driven to Connect, and Focused on Solutions.

The 2022 -2024 Strategic Plan focuses on the areas that Lane County will pursue as a way to deliver on our vision for the residents of Lane County. To meet these challenges, we know that the basis of our efforts lies in leveraging our people and partnerships to achieve our Strategic Priorities. We also recognize that the quality and commitment of our staff is essential to a shared future where Lane County is the best place in which to live, work, and play.

Veteran Preference Information

Agency

Lane County

Address

125 E 8th Avenue

Eugene, Oregon, 97401

Phone

(541) 682-3637

Website

<https://www.lanecountyor.gov>

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Lane County Parks Operations Report September 2023



Coastal Zone

- Replaced caretaker fence at Harbor Vista Park.
- Painted ADA restroom at Harbor Vista Park.
- General maintenance runs.
- Tree clean up at Harbor Vista Park.
- Painted restroom at Bender Landing.
- Resurfaced gravel parking lot at North Jetty dive dock.

Valley Zone

- Richardson, Orchard Point, Baker Bay utility potholing. (ARPA)
- Replaced three water valves at Richardson. (ARPA)
- General Maintenance runs.
- Tree damage clean up at multiple parks.
- Picnic table repairs at multiple parks.
- Working on sewage system at Baker Bay Park.
- Painted restroom and cleaned up Lowell Covered Bridge.
- Provided assistance with the HBRA prescribed burns.

Lane County Parks Natural Areas Operations Report for September 2023 - Ed Alverson

HBRA Proposed Riparian Tree Planting: We continued to work with The Freshwater Trust to use a portion of the Coast Fork Willamette riparian zone for planting of trees and shrub to generate “shade credits” on behalf of the Metropolitan Wastewater Commission. I prepared the Board Memo and related items for the packet; the board order to sign the easement was approved on the 8/22 Board consent calendar.

HBRA Trails: I facilitated the ordering of 9 loads of gravel to be delivered to the southeast side of the park to be used for the Trail 3 East project.

HBRA Ponderosa Restoration Project: This year’s restoration work kicked into full gear with the arrival of a contractor to thin conifers from units that were not treated in 2022. Twenty five loads of logs were shipped to mills this month; I was on site for part of the time to monitor log loads.

BLM Fuels Management: This month I prepared and submitted to BLM the annual report for the 2022-23 funding we had received from BLM. We also received notification from BLM of the award of \$155,000 in fuels management funding for 2023-24.

HBRA Prescribed Burning Preparations: We have been working with Friends of Buford Park and the Rivers to Ridges partners to prepare for this year’s prescribed burn season. This has involved approval of site preparation plans, coordinating on permitting, and public information. This included working with the Lane County PIO on preparing a post card mailing to HBRA neighbors. We also have been working to set up formal agreements with partners.

HBRA Transit Service: Brett and I met this month with two staff members from LCOG to discuss options for providing transit service to HBRA.

Eagle Rock Park: I worked with Dan Miller on planning for the Eagle Rock design charrette, which is scheduled for September 22nd. I completed sending out invitations to participants, and met with Dan to refine the meeting agenda and discuss meeting logistics.

Fire Camp at Baker Bay Park: I was involved in discussions about the use of Baker Bay Park for a fire camp for wildfires burning further east in the Row River drainage.

Parks Superintendent: I scored applications for the new Parks Superintendent position.

Meetings: I participated in regular Parks staff meetings, Parks Leadership meetings, and Parks project meetings, as well as Armitage Camp Ground expansion meetings. At HBRA, monthly stakeholder coordination meetings included the Friends of Buford Park Trails Committee meeting and the Monthly HBRA stakeholder meeting, which I facilitated.