



Oregon Parks and Recreation Commission

September 18, 2008

8:30 – 9:15 Work Session

9:30 a.m. - 1:30 p.m. Business Meeting

Pioneer Hall, Ashland (59 Winburn Way; across from Lithia Park)

9/18/2008 Meeting Minutes

Those attending part or all of the meeting included:

Commissioners Present:

Jim Parr, Chair

Jay Graves

Jim Brown

Sharon Rudi

Brad Chalfant

Staff:

Tim Wood, Director

Kyleen Stone, Assistant Director, Recreation Programs and Planning

Roger Roper, Assistant Director, Heritage Programs

Lisa Van Laanen, Assistant Director, Administration

Wayne Rawlins, Grants Division Manager

Kathy Schutt, Planning Division Manager

Cliff Houck, Property and Resource Manager

John Potter, Assistant Director, Operations

Steve Shipsey, Assistant Attorney General

Vanessa DeMoe, Commission Assistant

John Lane, ATV Safety and Education Coordinator

Andy LaTomme, SW Region Manager

Mark Davison, Planning

Trygg Larson, IT

Ron Price, ATV

Chris Havel, Communications Coordinator

Visitors Present:

Peter Buckley, State Representative

Larry Runk, ATV Account Allocation Committee

Tom Collett, citizen

Gary Frost, citizen

Greg Applen, citizen

John Vial, Director of Roads and Parks for Jackson County

Craig Harper, Rogue Valley Council of Governments

Dave Gilmour, Jackson County Commissioner

Rick Thomas, ATV Account Allocation Committee

Tyrrell Hart, ATV Account Allocation Committee

Meeting

On Thursday, September 18, 2008, at 8:30 a.m. Commission Chair Parr called the Oregon Parks and Recreation Commission (Commission) meeting to order.

Commission Work Session (Information)

Commission Work Session 8:30 a.m. – 9:15 a.m.

The Commission met in work session to discuss the ATV Program Policy.

This work session was open to the public. However, the Commission did not take public comment during the work session. An opportunity for comment is provided during the business meeting.

Kyleen Stone – Assistant Director of Recreation Programs and Planning
Wayne Rawlins – Grants Division Manager

Ms. Stone shared that the program has changed a lot in the past 7 years. The program has matured; the agency has a direct ability to influence the activities of ATV recreation in the State. She stated that this policy discussion is an opportunity for your thoughts on the program and a time for questions.

Mr. Rawlins shared that ATV recreation is enjoyed by many in the state and it continues to grow. When OPRD received the program ATV sticker permit sales were at 40,900 in 2000, in 2007 sales hit 89,000. With the growth of the support comes growth of management issues. Mr. Rawlins stated that when the program came to Parks in 2000, it came with the statutory mandate that the agency is to provide oversight of the grants. The agency has also been working in cooperation with the ATV Allocation Committee. The funds that the committee uses can be used for land acquisition, planning, development, emergency first responder services, law enforcement, safety and education and operations maintenance. The revenue come from two sources; the permits and a percentage of the gas tax associated with off-highway vehicle recreation.

Mr. Rawlins explained that in 2007 it was mandated that the agency provide ATV education through Senate Bill 101. This mandatory education is for all riders, class 1 and class 3. Riders, club members, dealers, and law enforcement were all brought into the development of the safety education program. Mr. Rawlins explained that the program will be phased in, starting in January 2009 with an on-line curriculum. The phasing process will begin with the youngest riders, those under the age of sixteen. The next year will continue with another age bracket, phasing through until all are required to take the safety education program.

Discussion and Comments

Commissioner Brown asked how much money is coming in for the program. Mr. Rawlins replied that, per biennium there is 1.5 million from ATV permits and over 9 million from OHV (off highway vehicles) gas tax funds. Ms. Stone added that when the program originally came to OPRD there was a beginning balance of 8.5 million; she stated that the agency continues to run it with a significant ending balance.

Commissioner Brown asked, from a staff's perspective, what the "holes" are in the document. Mr. Rawlins said that staff has started addressing the "holes" already. He stated that one issue is recognizing the deaths and injuries in relation to the increase in the sport. He added that we need to help families understand the sport and increase the safety education and law enforcement.

Commissioner Brown said that it is important to help organizations manage recreational use on their land so that they are not causing unwanted damage to whatever resources they are trying to manage.

Ms. Stone stated that one gap is the changing nature of the sport; the vehicles are actually changing in form. The changing nature of the industry needs to be addressed in our rules.

Commissioner Rudi asked if the agency has access to the reports that track these injuries. Mr. Rawlins said that we have established communication with the Department of Human Services. They have agreed to track those injuries for us starting in 2009.

Commissioner Graves asked if the ATV Account Allocation Committee had a preference on how the monies get allocated. Mr. Rawlins replied, yes; the largest part of funds go to maintenance and operations, secondly is land acquisition.

Commissioner Chalfant asked, given how controversial ATV projects can be, are we spending enough on law enforcement? Ms. Stone gave background on Senate Bill 101 and stated that the agency will need law enforcement's help to enforce and implement the safety education program. Mr. Rawlins added that we have made some real effort, specifically this year. There will be an ATV Law Enforcement Seminar on October 15, 2008 and our communications with law enforcement have increased. He stated that our funding for law enforcement has grown over the past year.

Commissioner Chalfant asked if we fund restoration projects. Mr. Rawlins shared that we have set aside funds and are talking to federal agencies about restoration opportunities.

Commission Chair Parr asked who takes the lead in assigning the classification of the vehicles. Mr. Rawlins said that Oregon Department of Transportation is the lead agency that classifies the off road vehicles. Director Wood concurred with Mr., Rawlins, stating that they have been established with ODOT and Department of Motor Vehicles. He continued that now that it has transitioned to OPRD, we will need to work in conjunction with the other agencies to adjust the classifications.

Mr. Shipsey stated that the classes are defined by statute.

Commission Chair Parr stated that a plan needs to be mapped out for how the agency will begin solving the classification issues. Commissioner Rudi and Commissioner Brown agreed that OPRD should take a lead role especially if we are to enforce the laws.

Director Wood stated that staff will take this document back and formalize it. Modifications will be made to reflect our new found responsibility to lead statutory change, acknowledge the agency's responsibility for licensing and to work with other agencies to collect data regarding ATV use and injuries. Ms. Stone stated that a revised document will be brought back to the Commission in the spring.

Mr. Rawlins acknowledged Ron Price, OPRD ATV Grants Program coordinator, for being recognized by the Blue Ribbon Coalition as the “Outstanding Land Manager of the Year,” for his work and contributions in providing ATV recreation in Oregon.

Business Meeting
9:37 a.m. – 1:00 p.m.

2. **Public Comment:** *This time was for the public to address matters **not** included in the agenda.*

Representative Peter Buckley

Representative Buckley welcomed everyone. He thanked the Department, both Director Wood and Oregon Parks and Recreation staff; they are incredibly responsive. Representative Buckley also thanked the agency for their interest in the Greenway project. He stated that he is tremendously excited about the project and its future. Representative Buckley brought a potential project to the attention of the group, Little Hyatt Lake; he would like to look at this as a partnership for the future.

Rogue Valley Greenway

Tom Collett-

Mr. Collett stated his safety concerns about the proposed closure of Gold Ray/Upper River Rd. His main concern was the use of that route for an escape route. Mr. Collett covered some of the main safety issues of the area.

[Public comment packet provided.]

Gary Frost – Resident of Upper River Rd

Mr. Frost thanked the Commission for hearing the concerns of the public. Mr. Frost spoke of his concerns of the misaligned intersection of Upper River Rd and Blackwell and Highway 234. The specific neighborhood concerns Mr. Frost shared were; speed limit, steep incline at the stop sign, a dangerous intersection already exists and adding more traffic will exacerbate the problem. Mr. Frost stated that they had requested to be involved in the tour of the site and did not receive any contact from agency staff. He formally requested the Commission’s presence at next years meeting.

Greg Applen – Medford resident, Upper River Rd property owner, Solutions Team

Mr. Applen discussed the historical significance of the area. He stated that it has great potential; there are a lot of challenges. Mr. Applen reiterated that being involved in the process is most important.

[Public comment document provided.]

John Vial - Director of Roads and Parks for Jackson County

Mr. Vial expressed Jackson County’s excitement for the proposed Greenway project; although it does not come without challenges. He agreed that working with the local community is a must. Mr. Vial addressed the concerns regarding lack of involvement; he committed to ensuring participation in the Solutions Team and having a voice to the process. Mr. Vial stated that he wanted it to be clear that there has been no decision to close Upper River Road. That decision would be solely the decision of the Board of Jackson

County Commissioners. He added that that process has not been initiated because it is just a concept at this stage and there are many other alternatives to be looked at.

Mr. Vial referenced the intersection of Upper River Rd and Blackwell and Highway 234, previously commented by Mr. Frost. Mr. Vial stated that this intersection would come up as a priority if traffic was to increase.

Craig Harper - Rogue Valley Council Governments, Natural Resources Manager

Mr. Harper stated that Rogue Valley Council Governments are under contract with OPRD to help with the planning of the Rogue River Greenway. He stated that they working on the Solutions Team; the team is focused on the area around Gold Ray Dam. The goal of the Solutions Team will be to identify the challenges and come up with feasible solutions. Mr. Harper shared that the team includes Upper River Road/ Gold Ray Road area residents, cyclists, rafters, neighbors, Rogue River Greenway Foundation representatives, fisherman, OPRD employees, and Jackson County representatives.

Dave Gilmour - Jackson County Commissioner

Fort Lane

Commissioner Gilmour stated the Commission's support for this project. He reiterated that no decisions have been made by the County Commissioners for closure of the road near Gold Ray Dam. Another area that is problematic is the area around Tolo that goes around Blackwell Road. Commissioner Gilmour shared future plans and timelines for this area.

13. Rogue Valley Recreation Planning (Information) (5 Min.)

Kathy Schutt, Planning Manager

OPRD is providing financial support and staff expertise to help local partners complete a regional recreation plan for the Rogue River corridor in Jackson and Josephine counties. As we have moved from large conceptual planning to detailed implementation work, we are now focusing our support and efforts on priority sections of the project. For OPRD, a section that is important to us because of its potential to become a State Park is the stretch from Fort Lane to the Gold Ray Dam, Nugget Falls, Hardy Riffle and on to Gold Hill. At the north end of this section, near Fort Lane, there is a pinch point where the county road is very narrow. Currently, there are significant differences of opinion about how this section should be handled. If handled poorly, we could jeopardize the entire project.

To reduce the risk, we contracted with the Rogue Valley Council of Governments to employ a Solutions Team approach to determine the best way to handle this critical segment. The approach includes facilitated discussions among key stakeholders seeking to understand the site conditions, trail issues, river access needs and design alternatives. The team of stakeholders will include OPRD, Jackson County, the Rogue River Greenway Foundation, and key stakeholders from the community including local businesses, fishing advocates, neighbors, and other recreationists. This work will begin in late September and continue through the biennium. Staff will return to future commission meetings with more information about the Solutions Team approach and results of the planning.

Another issue of concern is our lack of progress negotiating with Rail America about recreation easements along major sections of the proposed corridor. The rail company is currently involved in contentious negotiations with the State of Oregon (unrelated to this project) along the Coos Bay line. Rail America is reluctant to conduct business with any

agency of the State of Oregon until the larger issue is resolved. The situation has significantly slowed our progress in planning for these stretches of the trail.

Commissioner Graves asked when the idea was first presented to close Upper River Road; and what is the estimated timeline for this section of the project. Kate responded that the idea had been discussed among county staff and others in regard to the substandard nature of the road and recent flooding. Last winter the County Board of Commissioners held a workshop to discuss what kind of process they would need to go through to make any decisions about the future of the road, including potential closure to vehicles, and directed their Council to bring them information about the decision-making process. Local media attended the workshop and published a story that included the notion that the county may close the road, and the rumor took off from there. (OPRD had written the County, prior to the workshop, explaining that we would need a decision of some kind as a context for thinking about owning and managing portions of the trail and parkland along Upper River Road.)

1. Commission Business (20 Min.)

- a) Approval of Agenda (Action)

Commissioner Graves moved to approve the July 17, 2008 agenda. Commissioner Brown seconded. The motion passed unanimously, 5-0.

- b) Re-appointment of OPRD Director (Action)

Commissioner Brown moved to approve the reappointment of the OPRD Director. Commissioner Rudi seconded. The motion passed unanimously, 5-0.

2. Public Comment: Continued

Tyrrell Hart - Vice Chair ATV Account Allocation Committee

Mr. Hart explained that the committee has projected the budget for 09-11, law enforcement being second in priority and operations and maintenance being first. He stated that members of the ATV Allocation Committee regularly attend the Oregon Parks and Recreation Commission (OPRC) meetings. Mr. Hart suggested that a member of the OPRC attend the ATV Account Allocation Committee meetings.

Commission Chair Parr asked Wayne Rawlins, Grants Manager, if he attends the committees meetings. Mr. Rawlins replied that at least five staff are in attendance.

In response, Commissioners requested a schedule of the meetings be forwarded to them.

Mr. Hart added that the grant discussion meetings would be of the most benefit for the Commissioners to attend.

3. Approval of the July 17, 2008 Commission Meeting Minutes (Action) (2 Min.)

Corrections

* At the bottom of pg 10, correct the naming of Jay Graves as Commissioner Graves.

* On pg 9, note Commissioner Graves recusal.

* The minutes need to sequence with the agenda.

Commissioner Chalfant moved to approve the July 17, 2008 Commission meeting minutes with corrections. Commissioner Graves seconded. The motion passed unanimously, 5-0.

4. Director's Update (Information) (10 Min.)

- a) Steve Shipsey, Assistant Attorney General, provided an update from the ethics training received at the July Commission meeting.

Mr. Shipsey is going to prepare a preprinted conflict form. The form can be filled out and kept on file for any potential conflict of interest.

Mr. Shipsey clarified the difference between an actual conflict of interest and a potential conflict of interest: It is when Commissioners are taking an action, making a decision, or making a recommendation (acting in your public official capacity) and it is going to result in either private, financial benefit, or result in a financial detriment to you, a relative or business – and we change would to could – then you have the potential conflict of interest.

Mr. Shipsey further explained that if you are a board member or a member of a non profit organization you may still vote on an item that may create a financial benefit or detriment to you, a relative or a business. The statute does not include non-profit organizations in the requirement.

- b) 2009 Commission Meeting Dates

Director Wood proposed that the projected dates be used for planning purposes for 2009. Conflicts reported were Commissioner Brown, he will be unavailable for the July 2009 meeting and Commissioner Chalfant reported that he will not be able to attend the January 2009 meeting.

Oregon Parks and Recreation Commission Meeting and Tour Dates 2009		
Meeting Date	Meeting Location	Tour Dates and Location Ideas
January 29, 2009	Oregon City	January 29 -
March 26, 2009	Corvallis	March 26 - Thompsons's Mill
May 21, 2009	Silverton	May 21 - Silver Falls, Oregon Gardens
July 16, 2009	Madras	July 15, 16 - The Cove, Smith Rock
September 17, 2009	Joseph/Enterprise	Sept. 15,16,17 – Marr Ranch Opening
November 19, 2009	Astoria	Nov. 18, 19 – Ft. Stevens

*Dates and locations subject to change.

- c) Status of 09-11 Budget Process

Director Wood spoke of when the agency went to E-board back in June to make adjustments to budget; all adjustments were made and adopted. He stated that some of the actual appropriations of funds and the authorization to spend the funds were

withheld until we provide a cash flow report. Director Wood explained that the budget plan that was put in place is on track and being monitored on a quarterly basis, and on a monthly basis on the division level.

Expenditures at the fair have exceeded their budget. Director Wood confirmed that the agency is working to put together a plan to get back in balance. He stated that a request may have to be made for additional limitation from the cash reserve. This could happen at the December E-board or potentially at the Legislative Session. More details will be communicated as the financials from the current Fair become available.

Director Wood stated that the 09-11 Agency Request Budget was submitted in August 2008. There are three significant issues that could affect the budget:

- The last lottery projection for 09-11 budget was 2.4 million less than what the budget was built for, when submitted it was built for the June lottery forecast.
- The 4.3 million for the fee increase.
- The 4.2 million for shifting the state fair debt service from Measure 66 lottery to non Measure 66 lottery.

Director Wood stated that there is a potential for last minute adjustments. He said that during the next couple of months, as the decisions are made on the Governor's recommended budget, he may have to go back to the budget managers to justify the fee increase. He further explained that the DAS budget analyst will have recommendations for us as to where we can make the adjustments. Director Wood stated that we will need to have recommendations prepared as well.

Legislative Issue

Director Wood shared about the two opportunities to apply for Grants for property acquisitions; Beaver Creek and Big Creek (Big Creek is adjacent to Carl Washburne State Park).

Director Wood clarified that we do not have any involvement in the Table Rock property grant, the grant was applied for by Department of State Lands.

Commissioner Update

Commissioner Graves would like a specific date that merchandise will be available.

Director Wood responded that staff is scheduled to present him with a merchandising update in the near future. The Commission's interest in merchandise will be brought to the attention of staff.

Commission Chair Parr asked that we invite the Oregon State Parks Trust to the January meeting and get an update from them.

Commission Chair Parr shared his experience at Sara Helmick State Park. He passed around a pamphlet that was posted at the park with information about the park's history.

Commission Chair Parr brought an idea to the group about an alternative to the standard picnic table. He shared that as he was traveling through parks he noticed that most people had brought chairs of their own to use, ignoring the picnic tables and benches. He stated that maybe we could think about a different approach. Commission Chair Parr would like to see an improved picnic table contest and invited ideas for a competition.

Commissioner Rudi spoke about the quilting retreats in parks. She stated that it is a great way to promote state parks facilities for retreats.

5. Consent Calendar (2 Min.)

A. Approval of Delegated Authority Report (Action)

1. Contracts

Commissioner Graves asked about the CXT on pg 4. Why is there a difference in price? Director Wood responded that there are different models, this reflects the difference in price. Commissioner Graves asked about the Champoeg restroom project. Mr. Potter responded that it is a design improvement not damage from use.

2. Natural Resources

Commissioner Chalfant moved to approve the contracts delegated authority report. Commissioner Brown seconded. The motion passed unanimously, 5-0.

6. Report to Joint Ways and Means (Action) (10 Min.)

Lisa Van Laanen, Assistant Director of Administration

Ms. Van Laanen explained that at the June 2008 Emergency Board, the Department was asked to return to a future meeting of the interim Joint Committee on Ways and Means with a report on a strategy to manage ending balances and cash flow for the 2009-11 biennium and future biennia. The Emergency Board further accepted the Legislative Fiscal Office's recommendation to unschedule (make unavailable to spend) \$5.6 million of Other Funds in the Department's 2007-09 biennium budget until the report was presented. Acceptance of the report by the Committee will allow the funds to be rescheduled. A report was shared with the Commission showing the problem, the history and a plan to move forward in creating appropriate ending cash balances.

Ms. Van Laanen stated that we do have a plan and they have met with the Legislative Fiscal Office and the Budget and Management Office; both of the agency's analysts. Ms. Van Laanen shared that they are both in support of the plan.

Discussion

Commissioner Brown asked about the preferred options, improving cash flow and focusing on fee increases. Commissioner Brown stated that it emphasizes the strong need to have a policy or philosophy of how funds are allocated by source to support agency missions.

Director Wood shared what the key messages will be in the testimony for the next session of the budget hearing:

- Increasing programs added to the Department
- Reduction in general fund revenue as a result of fee waiver programs
- Reduction in agency's allocation of RV registration fees
- Fee increase needs to off-set other fund issues
- Discussion on what is the mix of other fund contribution to park system operations

Commission Chair Parr asked what the power of this Commission is in regards to setting fees; what is the Commission's limitation. Steve Shipsey replied that ORS 391 Division 24 gives clear authority to adopt rules that assess reasonable charges for the experiences that the Department offers. Mr. Shipsey further explained that the given authority is not stand alone, the fee increases have to be approved by the legislature.

Commissioner Chalfant moved to approve the Report to Joint Ways & Means. Commissioner Graves seconded. The motion passed unanimously, 5-0.

7. Facility Investment Program (FIP) Contracts (Action) (5 Min.)

a) Beverly Beach Restroom Building Replacement in Day Use Area

Staff requested Commission approval for award of the contract to R.Crume Construction in the amount of \$193,380.00.

Commissioner Chalfant moved to approve the FIP contract. Commissioner Graves seconded. The motion passed unanimously, 5-0.

b) CG Washburne: Upgrade 60 RV Electrical and Water Sites

Staff requested Commission approval for award of the contract to Professional Underground in the amount of \$ 276,750.00.

Commissioner Graves moved to approve the FIP contract. Commissioner Rudi seconded. The motion passed unanimously, 5-0.

c) Valley of the Rogue: Replace Day Use Restroom

Staff requested Commission approval for the purchase from CXT Inc. in the amount of \$ 184,615.00.

Commissioner Rudi asked what kind of track record there is with this type of facility; do they hold up well? Director Wood stated that we have purchased CXT's for the past 10 years. They are extremely durable, hold up well and are extremely

easy to clean. Region Manager, Andy La Tomme added that these buildings are solid concrete, constructed for easy removal of spray paint and permanent marker. Assistant Director, John Potter stated that these products are not being used at all locations; engineers are determining what the cost benefit is and placing them appropriately.

Commissioner Chalfant moved to approve the FIP contract. Commissioner Rudi seconded. The motion passed unanimously, 5-0.

d) Champoeg: A loop purchase CXT

Staff requested Commission approval for the purchase from CXT Inc. in the amount of \$ 263,000.00 .

Commissioner Rudi moved to approve the FIP contract. Commissioner Chalfant seconded. The motion passed unanimously, 5-0.

The Commission commented that they appreciate the plans being included in the packet.

8. Youth Legacy Grant Approvals (Action) (5 Min.)

Wayne Rawlins, Grants Division Manager, requested Commission approval to award \$202,425 in funding assistance for park projects that would encourage young people to recreate outdoors.

Wayne Rawlins told the Commission that the Local Government Grant Program (LGGP) Advisory Committee has heard the ten presentations by local communities requesting the grant funding for the park projects. The original intention was to provide \$200,000 in total funding for four projects, the LGGP Advisory Committee and the Oregon 150 members are recommending five projects to be funded by awarding a total of \$202,425. Subject to the Commission's approval, The Honorable Barbara Roberts will announce the results of the awards at the Oregon Recreation & Parks Association annual conference on Monday, September 22, 2008 in Bend, Oregon.

Commissioner Graves asked why the first two projects are not kid specific? Wayne Rawlins replied that these two projects relied on kids to help develop the design that would include kids activities in the future.

Commissioner Chalfant moved to approve the Youth Legacy Grant requests. Commissioner Brown seconded. The motion passed unanimously, 5-0.

9. Rulemaking (Action) (5 Min.)

Request to adopt OAR 736 Division 4, ATV Administrative Rules
ATV Safety Education and Best Rider Fit Rules Adoption

[The Commission did not accept comment prior to their action. The public comment period for this item closed July 25, 2008]

Wayne Rawlins, Grants Division Manager, requested Commission approval to adopt OAR 736 Division 4, ATV Administrative Rules.

Mr. Rawlins stated that on April 16th, the Oregon Parks and Recreation Department (OPRD) convened a Rulemaking Advisory Committee to review the Oregon Administrative Rule modifications needed to implement Senate Bill (SB) 101. SB 101, regulating recreational ATV and dirt bike safety on public lands, was signed into law in the summer of 2007. Mr. Rawlins shared the highlights of the bill:

- In January 2009, ATV and dirt bike operators under the age of 16 will be required to pass new training requirements. These requirements will phase-in for all ages by 2014.
- Each child under age 16 must meet rider fit guidelines when operating an ATV. Rider Fit describes how a child must be able to reach and employ pedals, handlebars, brakes, etc., when operating an ATV vehicle. To develop the Rider Fit language for the rule, staff conducted a national literature review to identify language used by other states, 4-H, and from manufacturer's recommendations. Our rules are written to be understandable by riders and parents, easy enough for law enforcement officials to assess without measuring apparatus, and enforceable in a court of law.
- Each child operating an ATV or dirt bike must be supervised by an adult who is able to provide immediate assistance and direction.
- Each rider under age 18 must fasten the helmet chin strap when operating or riding on an ATV.
- OPRD is now authorized to pay for law enforcement activities related to the operation of ATV's and dirt bikes through the traditional ATV Grant Allocation process or directly through use of an intergovernmental contract.

Mr. Rawlins provided the dates of the public hearings that were held; July 10th in Florence, July 14th in Bend, July 15th in Baker City, July 23rd in Salem, and July 24th in Medford. He said that none of the public input requested specific changes to the proposed rules. He stated that there is one correction to the rule. Mr. Rawlins deferred to Mr. Shipsey for the addition.

Mr. Shipsey stated that some of the comments did not end up in the final rule. In the numbered copy, line 363, a new section 4 should be added after section 363. It should read: "The fee for an original or replacement ATV operating permit is \$10.00."

Mr. Shipsey said this can be authorized by making the motion that the rule be amended that OAR 736-0040060 has a sub-section 4.

Discussion

Commissioner Graves complimented the clarification of youth vs. children. Commissioner Graves asked about ATV's riding on water. Mr. Rawlins explained that some of the ATV's are literally all terrain and are able to travel from sand to swamp lands and can travel through water with large tires.

Commission Chair Parr stated that the card (license) should be clear as to what it is allowing or authorizing the holder to do. He further clarified that the youth licenses for ATV's need to be clear as to what they are able to do as it relates to their age.

Commissioner Brown moved to approve the request to adopt OAR 736 Division 4, ATV Administrative Rules as amended. Commissioner Chalfant seconded. The motion passed unanimously, 5-0.

10. Golden Site Development Plan Approval (Action) (10 Min.)

Mark Davison, Master Planning Coordinator, requested Commission approval of the Golden Site Development Plan.

Mr. Davison talked about the development plan for Golden, a State Heritage Site purchased by OPRD in 2006. He explained that it is an informal development plan, not an informal document, but an informal process. He explained that it is a way to get the best development of the site; gives you more detail and a way to integrate the unique heritage of this site. Staff held multiple internal meetings, met with adjacent property owners, and invited input from the local friends group to inform the plan. Staff also conducted resource assessments of the property which looked at natural and historic resources, covering the period when the town was first settled, up to the present day.

Mr. Davison explained the main points of each phase.

Phase 1: Development, preserve historic character, provide minimum access

Phase 2: Rehabilitation, heritage management, universal access

Phase 3: Discrete projects, small scale development

Commissioner Chalfant commented that he was impressed with the approach of the plan.

Commissioner Chalfant moved to approve the Golden Site Development Plan. Commissioner Graves seconded. The motion passed unanimously, 5-0.

11. Marr Ranch Master Plan Approval (Action) (15 Min.)

Kate Schutt, Planning Manager, requested Commission approval to take the final draft master plan to Wallowa County for required local approval. Following, staff will process an Oregon Administrative Rule Amendment to adopt the master plan into rule.

Ms. Schutt said that they have sent out notice to their contact list on the final draft, including the advisory committee, the three Tribes, the National Park Service and the State Parks Trust. Ms. Schutt stated that we have received three support letters from the Tribes and from the National Park Service. Comments included one from the ditch company reiterating more implementation as we go forward with the plan and coordination with them regarding trail placement and ditch crossing. Another comment received was from a city counselor regarding the Main Street parking lot proposal and the need to coordinate with them if this option was considered because of the concerns from the neighborhood.

Ms. Schutt shared the revisions that were made to the final draft master plan:

- The plan provides for one main public access trailhead at the northeast corner of the site, where it can be out of sight from most of the viewpoints and main trail segments, and to keep development far from the Old Chief Joseph Gravesite and Cemetery to the south.
- The final draft retains the option to build a small local access parking lot and host site off the end of Main Street but shows it in a revised configuration. The access would include some ADA parking spaces and trail access for those with mobility disabilities. Construction of non-ADA parking spaces at the Main Street access

would be decided if needed to lessen parking congestion in the neighborhood and/or to provide more informal supervision of the site.

- The trail connection at the south end of the site is also retained and will have an orientation panel.
- The plan now allows a future option for disabled trail access from the Northeast Trailhead to a moraine viewpoint, if and when the adjacent undeveloped parcel can be acquired which has the right topography for the ADA trail design.

The master plan will be the basis for the design, construction and opening of the 2009 Park of the Year. Design and permitting will be completed over this fall and winter, and construction is slated for the spring and summer.

Discussion

Commissioner Chalfant asked if a cultural survey is done before breaking ground for a trail. Ms. Schutt said that many surface surveys were done as a part of the acquisition; as part of the follow up tasks a protocol is being created to establish how we would respond to something as the work proceeds. Ms. Schutt said that they will be working with SHPO and the Tribes on the procedure. Director Wood added that there are some registered sites already at the site.

Commissioner Rudi moved to approve the request to take the final draft master plan to Wallowa County for required local approval. Commissioner Chalfant seconded. The motion passed unanimously, 5-0.

12. Centennial Horizon Approval (Action) (15 Min.)

Kyleen Stone, Assistant Director of Recreation Programs & Planning, requested Commission approval of the Centennial Horizon publication.

Ms. Stone stated that each Commissioner had in front of them the final Centennial Horizon document that included the input from Commissioners; the comment had been synthesized into the final document. She stated that there have been substantive changes to the document since the July 2008 prototype, they included:

- Reordered action items to better reflect the relative significance of the actions;
- Reworked Principle 3 to strengthen it as a Primary Principle;
- Reworked Principle 5 Strategies and Actions to better reflect the description and vision for the principle; and
- Changed introductory letter to describe the plan as a living document with a two-year review processes.

In addition, minor grammatical and clarifying edits where made.

Ms. Stone said that upon approval, the document will be bound, printed, distributed to staff and made available for interested public and stakeholders. In addition, the document will be available in electronic form on the ORPD website. She informed the Commission that staff will present the action plan for the two-year update cycle at a winter, 2009, commission meeting.

- a) Policy Implication related to adoption to Centennial Horizon
(Item 12 Addendum)

Discussion on final prototype:

Director Wood initiated a discussion on the policy implications related to adoption of Centennial Horizon. He covered some of the major implications of the Centennial Horizon and gave examples of documents that contribute to the body of the policy.

Director Wood focused on the following:

- Budget and allocation of resources, being mindful as we develop budget packets and projects that they are consistent with the Centennial Horizon
- Enhanced responsibility for resource management and investment in our staff
- Role of volunteers to accomplish the agency's mission
- Staff development
- Sustainability of management
- Making decisions with a sound management goal
- Keeping legislative decision makers and the public aware
- Customer Service

Commissioner Brown stated that the policy implication document was very useful, great information was provided.

Commissioner Chalfant said that he appreciated the work. He is impressed with what staff came up with. He does not see any change in direction, just a refined professionalism; raising the bar in the agency's service.

Commissioner Brown moved to approve the Centennial Horizon publication. Commissioner Chalfant seconded. The motion passed unanimously, 5-0.

14. Real Estate (20 Min.)

a) Adoption of Names for Park Properties (Action)

Mr. Houck said that there is a policy in place within State Parks that applies to the review and naming of State Parks. Mr. Houck shared that staff go out with a letter to the Tribes that would have influence over the area and to the Geologic Names Board regarding the recommendations. That information was provided to the Commission. Mr. Houck went through the proposed names.

Proposed Property Names

- Crissey Field State Recreation Site
- Beaver Creek State Natural Area
- Arizona Beach State Recreation Site
- Fort Lane State Heritage Site
- Golden State Heritage Site
- Eight Dollar Mountain State Natural Area
- Bates State Park

Discussion

Commission Chair Parr asked Roger Roper, Assistant Director of Heritage Programs, to share other possible names for the town site. Mr. Roper shared the options of Golden Town Site State Heritage Area and Golden Historic District State Heritage Site which is its official listed name in the historic register.

The Commission moved forward with the property naming excluding Golden from the motion. Golden will be brought back to the Commission for naming at a later meeting.

Commissioner Graves moved to approve the adoption of names for park properties, excluding Golden. Commissioner Brown seconded. The motion passed unanimously, 5-0.

Commissioner Graves asked about the classification categories; he wanted to know if the state scenic bikeways are a part of the classifications? Director Wood replied that the classifications apply to OPRD owned property. Bikeway designations will include property owned or administered by others.

b) Fort Yamhill Easement (Action)

Mr. Houck explained that this is a real property rights transaction where we would be transferring rights to The Confederated Tribes of the Grand Ronde. Mr. Houck explained that this easement would allow the Confederated Tribes to move forward with road construction that could also benefit OPRD by increasing access from the maintenance site to the park service road. He shared that The Confederated Tribes request the approval of the easement as we continue efforts for a reciprocal easement that would formally connect OPRD to the service road by easement right.

Discussion

Commissioner Chalfant asked Mr. Houck if he was concerned that this process was being used to speed up the project for the Tribe and if after giving the easement he may not receive a reciprocal easement. Mr. Houck expressed that he truly believes that our relationship with The Confederated Tribes of the Grand Ronde is such that he is confident in this transaction.

Commissioner Graves confirmed that he does not have a conflict with this item. He stated that he did do the proper research to ensure that no conflict existed.

Commissioner Rudi moved to approve the Fort Yamhill Easement. Commissioner Chalfant seconded. The motion passed unanimously, 5-0.

c) Thompsons Mill Acquisition (Action)

Mr. Houck explained that during survey work performed at Thompson's Mill State Heritage Site, OPRD surveyors discovered that a County road realignment completed many years ago had created two small triangle shaped parcels in front of the park that created separate ownerships between the park and Boston Mills Road. Mr. Houck stated that an agreement has been reached with Mr. Winter, owner of the 0.18-acre (triangle) property to the east of the mill race for \$1,000. He said that this will close up the parcel and complete our ownership at this site. Mr. Houck

explained that this parcel will be at a lower rate than residential because it is farmland and is unbuildable.

Commissioner Chalfant moved to approve the Thompsons Mill Acquisition. Commissioner Brown seconded. The motion passed unanimously, 5-0.

[Commissioner Chalfant excused himself from the remainder of the meeting at 12:33 p.m.]

15. Reservation System Evaluation (Information) (10 Min.)

Lisa Van Laanen, Assistant Director Administration &
Trygg Larson, Information Systems Manager

Mr. Larson explained that the current reservation system, due for replacement, dates back to the early 1990s and is made of a complex set of interconnected parts: a phone center operated by OPRD, a field component, and a private vendor's online service. Mr. Larson stated that from a technological standpoint the agency is running on outdated operating systems and has had unprecedented growth with internet activity. He further stated that overtime the agency will see even greater use of the internet. He shared that there is an opportunity to look at a different application to tune what the agency does to the experience; provide information, enhance the experience, and provide other ways for them to recreate. He informed the Commission that an evaluation document, and proposed approach for how we are going to address the system, will be provided to them at a future meeting.

Discussion

Commissioner Brown asked if the call center is different from Reserve America. Ms. Van Laanen replied, yes; we host it but it is their software.

Commissioner Brown shared that he has seen improvements in the reservation system. The quick check-in paperwork that you receive with the online reservations and the availability search are both improvements.

Commissioner Graves asked if other state parks systems are being looked at? Ms. Van Laanen and Mr. Larson replied that staff participate in other states solicitation processes to see how it has worked for them. Director Wood replied that staff communicate regularly with other state parks regarding reservations systems. There is an informal network of park agencies that communicate frequently.

Commission Chair Parr asked where we are with the contract. Ms. Van Laanen replied that the contract with Reservations Northwest is up for renewal June of 2009. She said that it would be an open, competitive process; a brand new contract would be 3-5 years due to technology changes.

Commissioner Rudi asked if because the equipment is from 1990, is it suggested to replace all of the system? Ms. Van Laanen said that it is part of the analysis to look at the extent of the replacement.

16. 2008 State Fair (Information) (10 Min.)

Kyleen Stone, Interim State Fair Manager

2008 Oregon State Fair Results and Summary

- **More fun:** Overall, people enjoyed themselves a little more this year than last. On a scale of 1 to 5 (5 being best,) people rated enjoyment as 4.2. Last year it was 4.0.
- **More people:** Attendance of 366,044 was up from 2007 levels by 2.4% -- approximately \$100,000 revenue increase. Paid attendance up by 5.6%.
- **More first-timers:** 23% attended for first time – this is up from 18% in 2007.
- **More hours of fun:** In 2007 people's stay, 4.7 hours, was already quite a bit longer than the previous year. This year, they stayed even longer, 5.5 hours.
- **More days of fun:** More people returned for another day at the fair. The average number of days that people attended the fair rose to 1.8 from 1.3.
- **More food and drink consumed:** Food concession revenue was up 12% -- approximately \$71,000. This was driven, primarily, by changes in the way we sold alcohol on the fairgrounds.
- **The number of commercial exhibitor down, but revenue up:** Commercial exhibit revenue was up by \$30,000. We will need to work on this area next fair as the increase in revenue was due to a price increase and not on growth or significant retooling of the commercial exhibit offerings.
- **Concerts brought in more people this year:** We saw 16,000 more people as a result of our full concert lineup this year. The net revenue from concerts was \$31,000. Six of the concerts resulted in net loss and five saw gains. Weird Al netted the biggest profit at \$58,000.
- **Carnival revenue:** Continued strong, just slightly higher than last year by \$6,748.
- **Sponsorships:** The number of sponsors increased significantly but the financial impact is yet to be determined. Sponsorships take many forms including cash payments, promotional assistance and in-kind support of services and equipment.
- **Too early to say what it cost this year:** Expenditure data is not ready for analysis at this time. Some new costs this year included shuttle bus service from points throughout Salem, increased marketing costs, and additional fees to performers because we had more concerts.

Discussion

Ms. Stone shared that the State Fair is currently working on Expo events. The Monaco show is this weekend.

Commissioner Brown shared that he heard many positive comments. He added that improved training of the staff that deal with the long lines and security of that area would be helpful. He said that the artisan area needs work; there is a significant opportunity there.

Commission Chair Parr shared that he is a major supporter of the fair. He attended four times and spent time behind the scenes. He stated that he has a new appreciation for all that happens; it is complicated and hard work. It is a big success and getting better.

Ms. Van Laanen thanked Commission Chair Parr, on behalf of the agency and staff, for his involvement in the behind the scenes efforts.

17. Introduction to Comprehensive Planning Policy (Information) (10 Min.)

Kyleen Stone, Assistant Director of Recreation Programs & Planning

Ms. Stone explained that in 2007 a project was started to codify the planning approach through OPRD Policy OP 00-31. She stated that because of Oregon's land-use laws, OPRD has a long tradition of planning and public involvement for park property use. She said that state rules dictate that OPRD seek local jurisdictional approvals for all park master plans; this allows OPRD to place parks in areas that would otherwise have land-use constraints. Ms. Stone explained the planning model used to identify areas of sensitivity and work done to avoid the areas for park development.

Discussion

Commissioner Brown stated that he liked the master planning process; it creates a common vision within the community. He commented that by going through the process the implementation goes smoothly.

18. Heritage Programs Update (Information) (10 Min.)

Roger Roper, Assistant Director--Heritage Programs

- **Cultural Resources and Tribal Relations policies:** Mr. Roper shared that in the fall of 2008, Heritage staff will be reviewing and recommending updates for these two policies. Both policies were initially adopted in 2004, so it is time for their scheduled review. It is anticipated that there will be at least minor changes to each policy, given that we now have four years of experience working with them.
- **Pacific Northwest Preservation Field School:** Mr. Roper said that in each summer since 1995, Heritage Programs/SHPO has helped sponsor a series of six one-week training sessions in hands-on historic preservation techniques. The field school sessions are the result of a unique partnership between the state park departments and state historic preservation offices in Oregon, Washington, and Idaho, along with the National Park Service, the University of Oregon, and Oregon State University. The field schools focus on one or more historic structures in a state park in one of the three states. Attendees are typically university students in historic preservation or related programs and state parks employees who are responsible for the maintenance and repair of historic structures.

Mr. Roper reported that the 2008 field school is being conducted from August 10 to September 26 at Cape Disappointment State Park and Fort Columbia State Park located on the Long Beach Peninsula in Washington State and includes seven staff from OPRD. The location will offer students a chance to work with the North Head Lighthouse (built in 1897-98) as well as the historic homes, bunkhouses and military battlements of Fort Columbia State Park.

He also shared that the 2009 field school is scheduled for the National Register-listed Poultry Building at the Oregon State Fairgrounds. Recent field schools in Oregon parks have been held at Thompson's Mills and Honeyman. Mr. Roper stated that this gives

us a great opportunity as it runs through the State Fair and will give greater exposure to historic preservation.

Other Updates

Mr. Roper shared training that will be held in Ontario October 26-27, it will offer a broad range of historic trainings.

Mr. Roper shared that the Task Force on Historic Properties report is due on Oct 1, 2008.

Mr. Roper shared that OECDD has recommended that OPRD/SHPO be the new home for the Main Street Program. OECDD currently houses the program, but that department is being split up and some of its programs are being recommended for relocation to other agencies. Mr. Roper will bring an update on this at the December Commission meeting.

19. Commission Planning Calendar (Information) (5 Min.)

Brookings December 3-4, 2008

Dec 3- Shore Acres visit and proceed to Coos Bay

Dec 4- Meeting in the a.m.

Dec 4- 11:30am, Crissey Field Site Visit

Director Wood asked the Commission to send him their travel interests for this trip.

Commission Chair Parr adjourned the meeting at 1:30.