



PUBLIC LANDS ADVISORY COMMITTEE
 Mt. Mazama Conference Room at DAS
 1225 Ferry Street, Salem, OR 97301

MEETING MINUTES –November 2, 2007 1:30 p.m. – 3:05 p.m.

MEMBERS PRESENT:

Thomas Sjostrom, Real Estate Management
 Evelyn Stepp, Real Estate Licensee
 Susan Aldrich, Land Use Planner
 Louise Solliday, Executive Branch

MEMBERS NOT IN ATTENDANCE:

Jackie Winters, State Senator
 George Gilman, State Representative
 Tom Byler, Chair

OTHERS PRESENT:

Fred Lord, DAS Facilities Division
 Elaine Schacher, DAS Facilities Division

Art Arroyo, Oregon Military Department
 Jim Willeford, Oregon Military Department

A1. OPENING REMARKS / ADMINISTRATION:

Tom Sjostrom called the meeting to order at 1:30 pm, welcomed attendees and advised that he will facilitate this meeting in the absence of Chair, Tom Byler who was unable to attend due to a conflicting meeting in Portland.

In response to a member's inquiry, Fred Lord advised that according to OAR 125-045-0250(8) and ORS 292.495, members of the Public Lands Advisory Committee, including those employed in full-time public services, may receive actual and necessary travel reimbursement under ORS 292.210 to 292.250. The Travel Reimbursement form was distributed to members. Fred advised that this form is available electronically and he will send it to each member following this meeting. Members can fill the form in on-line and submit it to DAS as needed.

Fred Lord advised that Senator Winters indicated that she would be attending, although she may arrive late as she had a 12:30 p.m. meeting.

A2. Approval of minutes for September 7, 2007 meeting:

Thomas Sjostrom asked if there were comments, questions, or corrections regarding the minutes. Hearing none, he asked for a motion to accept the minutes.

Motion: *Louise Solliday* moved to adopt the minutes as presented.

Susan Aldrich seconded the motion

Tom Sjostrom called for a vote on the motion. The motion passed unanimously.

B. Property Acquisitions - None

C. Property Dispositions

C1. Oregon Military Department (OMD) – The Dalles - Art Arroyo, Real Property Manager and Jim Willeford, Chief of Military Construction (Purchase and Sale Transaction)

Art Arroyo reported that OMD plans to replace the existing The Dalles Armory with a new Readiness Center to be located on approximately 8 acres of land owned by the Columbia Gorge Community College in the city of The Dalles. The college may not sell the property to OMD so a long-term lease (50 to 99 years) will be negotiated to obtain the 8 acres to construct a Readiness Center. The purchase / sale agreement is being put together right now and they are trying to put in a first right of refusal allowing OMD to purchase the land but there is some opposition from the college.

Fred Lord advised that a question was raised by a member of the State Agency Land Managers Forum about long-term leases. It turns out that leases over five years must be reviewed by the Department of Administrative Services, except for exempt agencies. Those exempt agencies are Department of State Lands (DSL), Oregon Department of Transportation (ODOT) and the Oregon University System (OUS). Long-term leases do not need to come before the PLAC but must be approved by DAS. There is also a caveat that says that if an agency exercises an option to purchase within a long-term lease, then it would come before PLAC.

Art Arroyo advised that *Coleen Mohr* at DAS, has been reviewing OMD leases. He also indicated the OMD puts that caveat in most of their leases that they would like to purchase the land at the end of the lease term if the lessor is willing to have that statement in the lease. It is a first right of refusal statement.

Q – *Tom Sjostrom* pointed out that the summary does not state what OMD is expecting to pay for this 8 acres, the effective date of the lease or the date of disposition of the existing armory.

A – *Jim Willeford* responded that OMD has not done an appraisal because they do not know if there will be a purchase. Right now, they are negotiating a 99-year lease and are hoping to include a first right of refusal in the lease agreement. OMD has consistently indicated to the college, their desire to purchase the property. They have not conducted an appraisal or taken any further steps because the college has not been open to OMD purchasing the property. They are in the middle of negotiations on the terms of the lease and OMD sees a potential opportunity, with the replacement of the facilities manager, to re-address the potential purchase. Should the purchase happen, OMD would come back before PLAC with the information, the appraisal and the terms and conditions of the potential purchase. At this point, OMD is just making PLAC aware that they are pursuing a 99-year lease with a first of right of refusal option. The existing armory will revert to Wasco County, once it is no longer used for military purposes. The value for the improvements made to the armory property will be applied to the property on the college campus as a component of the purchase and sale agreement.

Q – *Tom Sjostrom* advised that several of the maps provided were hard to read and it would be helpful for the Committee Members to see aerial shots of the properties.

A – *Art Arroyo* advised that he would make sure to provide aerial shots in future presentations.

C2. Oregon Military Department (OMD) – City of Dallas (Purchase and Sale Transaction)- Art Arroyo and Jim Willeford

Art Arroyo reported that OMD plans to replace the existing Dallas Armory. Exhibit B shows a property that OMD is looking to acquire in the city of Dallas. It is two parcels for a total of 23 acres.

Jim Willeford explained that OMD has a serious condition in the existing Dallas Armory. There is pending structural failure and they must get the soldiers out of that facility. The Adjutant General (TAG) has made the replacement of this Armory his number 2 priority on his long-range construction plan. This is going to position them well to be funded for a replacement facility in 2014. However, they cannot wait until 2014 to get those soldiers out of the current Armory. Their intention is to acquire the property located north of SE Monmouth Cutoff Road between SE Holman and Godsey Roads, move the soldiers out the of Dallas Armory into this 127,000 square foot building and do a minor remodel of that building. The remodel would include installing an arms vault and doing some other minor things to make it suitable for OMD use. The building is referred to as the old Tyco building and would be used until OMD is funded for a replacement facility in 2014. They need both parcels so there is sufficient land to construct the new facility.

The old armory will either be sold or used for other purposes. The land containing the current armory will be surplus and disposed of after getting an appraisal. OMD has not done anything about getting an appraisal done on the old armory at this time. There is probably not much value on that piece of property; in fact, there is probably a negative value due to improvements. The structure was built in 1911 and is OMD's second oldest facility. It would be the agency's desire to have a purchaser that would be interested in repairing the facility and keeping it. Obviously, they will put it on the market and sell it for its appraised value.

The property to be acquired was appraised at \$7,188,000. One parcel is roughly 8 acres and the outer area is 15.5 acres.

Next steps: Seek funding from the legislature in order to do the improvements to the Tyco property. A presentation will be made to the Capital Projects Advisory Board and Fred will keep OMD informed as to when they need to make any further presentations to this Committee.

C3. Oregon Military Department (OMD) – Klamath Falls Exchange - Art Arroyo and Jim Willeford

This transaction is an exchange of properties with the City of Klamath Falls. The present Klamath Falls Armory consists of 2.96 acres of land (Exhibit A). The City of Klamath Falls has approximately ten acres of land adjacent to Kingsley Air Base (Exhibit B), which they have offered to exchange for the Klamath Falls Armory.

The City is acquiring approximately 7 acres that contains a church in the lower southeast corner of the exhibit. Everything north of that is already owned by the city. The City will combine the two parcels and that bare land will be exchanged for the Armory. The existing Armory is appraising at \$1.3 million. There will probably be cash proceeds for OMD.

Background – Jim Willeford

Kingsley Field, the federal air base in Klamath Falls is adjacent to this piece of property. That church property was formerly the post chapel and it was exceded and disposed of approximately 40 years ago. A local parish purchased the church and used it. This parish recently constructed a new church so the old church is now vacant. OMD needs to acquire this piece of property to create a new entrance to the air base in order to meet anti-terrorism force stand off distance requirements. This area will be used to search vehicles before they come onto the airbase. That is why OMD is interested in acquiring that property. This project has three phases. The first two phases are elements of the air base security forces and the third phase is the construction of the new Armed Forces Reserve Readiness Center to replace the facility OMD is disposing of downtown.

OMD has been planning this for a long time and advised that they were not aware of the PLAC review requirement until recently. Perhaps they should have been bringing matters to the Committee's attention earlier so they are endeavoring to catch up. There may be more surprises. Art is the new Property Manager and OMD has never had one before. He came from the Bureau of Land Management and is getting educated by Fred as to what needs to come before the Committee. It is his job to figure this all out and make sure there are no surprises. He does not see this great a number of dispositions coming before the committee at one time in the future.

Fred Lord commented that it is the Committee's responsibility to make sure the State gets good value for land sales.

Tom Sjostrom commented that the appraised value is what it is and the exchange will be a net zero exchange so this transaction looks okay unless someone thinks there is something wrong with the appraisal.

Jim Willeford explained that the federal government is funding the construction of the new building. The state will pay some share of any construction done by OMD. Armories are termed either a Readiness Center or an Armed Forces Reserve Center. Construction costs for a Readiness Center is traditionally funded 75% from the federal government and the state must provide the constructible property and 25% of the construction cost. For an Armed Forces Reserve Center, the state must provide property but the federal government pays what they call 100%. There is usually an 8% cost to the state for state construction requirements that the federal government does not support. This particular facility is an Armed Forces Reserve Center (AFRC) so the bulk of the funding will come from the federal government for the construction of the new facility.

On federal land, OMD falls under the State Building Officials Office. They do the construction plan reviews and inspections at the two federal air bases. Jim does not do this element of construction for the state. For the two federal air bases, the United States Property and Fiscal Office handles that. Contracting is done under the federal acquisition regulation and they handle the contracting, etc. All others are handled by Jim and he is subject to local building code officials. They do his inspections and plan reviews.

Q – When does OMD expect to complete this exchange?

Y - They are in the phase of the city acquiring the property. Once that has been secured, then OMD will proceed with the exchange which probably will not take place for another couple months. OMD asked the city of Klamath Falls to acquire the property and demolish the church, then hand over the entire parcel of land instead of OMD having to be engaged with two different parties.

Jim Willeford offered to return to PLAC and talk about OMD's facility replacement plan.

The Committee indicated that would be worthwhile as long as it deals with real estate and not buildings.

C4. Oregon Military Department (OMD) – City of Newport - Art Arroyo and Jim Willeford

OMD is preparing to dispose of approximately 3.3 acres of land adjacent to the Newport Airport in the southern portion of the City of Newport. The property was appraised at \$106,500. The reason the property is being disposed of is because it is of no use to the Military Department because it lies within the flight path of the airport. They cannot build on it and there is no meaningful training they can do on 3.3 acres. The appraiser said that the highest and best use of this parcel would be a nursery or Christmas tree farm where the trees do not get very tall.

Jim Willeford added that the property was acquired many years ago when OMD constructed the Newport Armory in the 1950's. It was a component to equalize the value for exchange of a public property they had at that time. Art found this property while doing his survey and OMD determined it is not needed.

Q - Tom Sjoström asked if OMD would be willing to talk with this Committee about surplus property.

A - Art Arroyo responded that he would. Hopefully there will not be a lot more surplus property. This happened to be a very interesting parcel because it was originally on the north part of the airport. Through an exchange with the city, the land went from the north part of the airport to the south part of the airport. One of the problems is that there was not a lot of background information as to why this was done. The original 3.3 acres was acquired when the armory in downtown Newport was acquired but with no explanation as to why that portion was thrown in.

A - Jim Willeford commented that OMD, as an agency, does not have much surplus property because the Federal government requires that for every new property acquisition and for every new construction acquisition, they go through a process of justifying and defending. What the federal government wants is a one-for-one. If the federal government gives money for new construction, they want OMD to tear down an equivalent square footage of existing facilities. They are fairly lean with regards to surplus property. This transaction was an anomaly because they have not been seeking federal support for the maintenance of that 3.3 acres. That's why it slipped through the cracks and was not surplus many years ago. It was bare land and OMD does not have many bare pieces of property. Most of their properties have improvements. Because of that, they ask the federal government for support for maintenance.

C5. Oregon Military Department (OMD) –Ontario - Art Arroyo and Jim Willeford

OMD is preparing to replace the Ontario Armory with a new Readiness Center. OMD is leasing approximately 7 acres of land on the grounds of the Treasure Valley Community College in Ontario, which they are in the process of acquiring. They are currently waiting for partitioning of the land.

The difference between this transaction and the The Dalles transaction is the fact that the college is interested in selling this land to OMD. In order to move forward with planning and design funds that the federal government has made available for construction of the new Ontario Armory, the college agreed to a lease with an option to purchase so OMD could work through the process of re-zoning and other necessary actions so OMD can be prepared to purchase the property. Once the partitioning survey is done, the parcel will be appraised.

Committee Members comments:

Q – Are two parcels being acquired?

A – Parcel 3 is 14-16 acres owned by the college. The 7 acres shown on the map as the hatched area is the land being acquired by OMD. An easement will be granted for a city road that goes through there. Right now, 12th street comes in from the north and dead ends on 4th street which is across the front of the property. The city is requiring OMD to develop street improvements. The problem is that large power lines come through there so OMD has agreed to give the city an easement through that area marked as parcel 1 so they can construct that street improvement. This is supposition.

Q – Has a boundary survey been done?

A –The boundary survey has been done.

Q – What is the appraised value?

A – OMD has an idea of the price the college is going to ask for this property. A much earlier appraisal set the value between \$250,000 to \$325,000.

Q - Fred Lord stated that he sees five parcels being acquired by OMD. One of which is absolutely necessary because the Dallas Armory is in poor condition and has safety issues. The other four facilities must be in better shape and have some useful life remaining. What is the overall plan that OMD is going to follow?

A - Jim Willeford explained that OMD does an Installation Status Report to the federal government about the status of their facilities. The facilities being replaced are all very old and are categorized as 'red' in the Installation Status Report which means "critical shortcoming." The state is in jeopardy of losing the units that are assigned to those facilities so they must be replaced. The status of the other four facilities is not as critical as Dallas. They do not have a life safety issue where a roof is going to fall on a soldier's head. Three facilities were built in the 1950's and Klamath Falls was built in 1969. The Dalles is a very questionable armory. It is 13,000 square feet with no compound. It is critical to replace that facility. The

agency has what is called a Long Range Construction Plan which is shared with the Capital Projects Advisory Board. OMD competes with other states in active duty for federal funds to replace the facilities. These property actions being discussed today are because the facility replacement time is coming up on the Future Years Defense Plan. They need to acquire new property so they can acquire these federal funds to construct these new facilities.

Q - *Fred* asked if there are other facilities categorized as red.

A – *Jim Willeford* responded that there are other facilities categorized as red.

Q – *Fred* asked if any other facilities need to be constructed.

A – *Jim Willeford* responded that it actually depends on how much acreage they have with a particular parcel because of the forced protection setbacks. Every project has its own unique parameters. With some facilities they can do what is called an alteration / remodel. Some facilities have sufficient property enabling them to tear down the old facility and construct a new facility on that same property. Very frequently they must seek new property because when the property was acquired back in the 1950's it was on the outskirts of town on one acre. Back then, the armories were 10,000 to 15,000 square foot with no equipment storage. Now, the needs for a replacement facility are more like 40,000 square feet on 7 or 8 acres. In those instances, OMD will seek approval for property acquisition. There are a number of facilities that are categorized red, just like every other state. They only come forward when they are successful or see the light at the end of the tunnel in receiving federal funding. They would not come before this Committee with all the category red facilities because there is no foreseeable plan to replace all of them.

Art Arroyo added that the Dallas facility has been in bad shape for quite a long time. The money was just not there to do anything with it. The Tyco building becoming available is a great opportunity.

Q - Susan Aldrich is interested in seeing the long-range construction plan.

A - Jim responded that he would be happy to return to the Committee and brief the members on OMD's Facility Replacement Plan.

Members agreed that this would be helpful.

Fred advised that this Committee's authority is with "Land" acquisitions and dispositions, not facilities. Every one of the five properties presented today concern real estate in the sense that it needs to be reviewed by the Committee for information only. If the Committee has more detailed questions about the value then that would require follow up in more detail.

Art Arroyo invited the Committee to come to the Military Department so they could do the presentation in their presentation room. A tour of the facility was also offered.

C6. Department of Administrative Services (DAS) – Dammasch Sewage Treatment Plant - Fred Lord

The Department of Administrative Services is preparing to dispose of approximately 19.76 acres of land in Wilsonville on the former site of the Dammasch State Hospital Sewage Treatment Plant. The State Hospital property itself was sold a number of years back to Coastal Pacific for the development of Villebois housing area on the west side of Wilsonville. This parcel was retained by the state, the sewage plant was demolished and the site restored. A map was distributed showing the area to be sold highlighted in pink. This property went through the Clearing House process where notices were sent to agencies and political subdivisions. Metro responded indicating they want to buy it. The property has been appraised at \$200,000 and Metro has offered \$200,000. The appraisal is current and the property is immediately adjacent to the existing Graham Oaks Nature Park, which makes it tie in nicely with Metro, and it ties in nicely with the Villebois overall development plan and the City of Wilsonville's development plan. Everybody is exceedingly happy about this transaction. It is outside the city boundary and outside the Urban Growth Boundary so there are no conflicts there. Zoning is exclusive farm forest (EFF). Once it gets into Metro's ownership, it will probably stay there or go into some other recreational zoning.

The property has one interesting aspect. It has a long-term lease to AT&T for a cellular communications tower. The background is that the previous tenant or owner of the property, Department of Human Services, granted AT&T a 99-year cellular tower lease on their water tower. When it was noticed by DAS that there was a cell tower on this water tower and the 99-year lease has no fee, an attempt was made to cancel that lease. Unfortunately, AT&T's lawyers pointed out that DHS had signed a long-term lease for no fee and they will be held to it. If the water tower is torn down, the lease also provides for DHS to provide an alternative site for the cell tower. Therefore, there will be a cell tower in what will become a Nature Park. Other than that, there are no further complications. This presentation is made for advisory update only. A

contract has not yet been signed but it is moving along nicely. Metro received a bond measure two years ago in order to acquire more parklands and this is part of that overall program.

A second map was distributed showing the Villebois residential community street map as a reference. The property being sold is off the map at the bottom left.

Committee Members comments:

Evelyn Stepp commented that there should have been some compensation for the cell tower being there for 99 years. If that agency received funds, there should have been some value established to that lease and it should be attached to the value of the land.

Fred Lord responded that perhaps DHS received cell phones and services where none existed previously. However, it is too late and AT & T is not going to do anything to jeopardize that contract. The property has been in state ownership for 40 or 50 years or longer. The hospital was built in 1957 and the cell tower lease was put into place around 1965 with an expiration date of 2034. At some point in the future, the lease can be re-negotiated. The land is immediately adjacent and contiguous with Metro's existing Graham Oaks Natural Area so the oak trees will be protected for generations.

D1. State Agency Land Managers (SALM) Meeting Update – Fred Lord

Fred Lord reported that the first full meeting of all Agency Land Managers occurred on October 12, 2007. All the larger land-owning agencies were represented except for the Department of Corrections and the Oregon University System. The Department of Environmental Quality and the Veterans Department also did not attend. These agencies do own land but do not have land transactions in their history. The meeting was very well attended and well regarded. They are interested and excited about having frequent meetings. It was suggested that the group meet monthly so a schedule has been set up. The next meeting is December 13, 2007.

The meetings will focus on the thirteen recommendations in the 2006 PLAC report and Executive Summary. The agency managers picked up on it and discussed a number of them. Being a diverse group, they have also added to that list. Fred shared the following comments from the October 12, 2007 SALM meeting:

- A Flow Chart of the decision making process to decide whether an agency needs to make a presentation to PLAC on a land transaction was created. It was apparent that except for the bigger agencies, the land managers did not know much about the PLAC or their responsibilities in bringing land transactions before the PLAC.
- There was also some confusion about which agencies are exempt from the reporting process. While some agencies are exempt from the PLAC reporting process, they are not exempt from the 30-day notice Clearing House Process. This will be explained in the Flow Chart.
- A suggestion that came up, which is one of the 13 PLAC Report recommendations, is how to get better exposure for lands that agencies are attempting to sell. There was considerable discussion about a single web site or Loop Net or something similar. As an interim stop gap, what DAS has done (copy of web page distributed) is to add a link to ODOT's and DSL's web sites for land for sale. The hope is that every agency that has a web site with land for sale will have a cross link to every other agency who has land for sale. It would be nice if we could get it on Loop Net or whatever the big brokerage houses are using so it would pop up there but Fred is not sure how that could be accomplished. Fred was told by ODOT that everybody who is interested in real estate in Oregon tends to check the ODOT web site periodically and frequently. If we can get DAS and DSL land sales linked to ODOT, we will get more exposure. That is what the goal is, more market exposure for land sales.
- A suggestion was made to have a rotating facilitator and various agencies will present on topics of interest to the group. For example, DSL gave a presentation about the requirement of agencies to send their deeds to DSL for registration when they buy a property. Many of the agencies were not aware of that. John Lilly will also be giving a presentation about mineral rights at the next meeting. It turns out that many land managers were not aware that mineral rights are separate from surface rights and all agencies must go to DSL and ask for the release of mineral rights in order to sell the mineral rights along with the surface rights. It is not commonly known and it does not show up on many title reports as a separate ownership because the title report simply shows "State of Oregon", especially older deeded lands. This is an example of a small thing that will help all the land owning agencies in the future.
- A request was made to create a Handbook or Desk book on real estate transactions with detailed instructions for what to do for various types of real estate transactions as well as a due diligence check list and other standard forms. ODOT has a checklist and Mike Kirby offered to share it with all the agencies. Many of the smaller

agencies who do a transaction every three or four years do not have a lot of experience so they will benefit from participation in this group.

Fred added that he already saw a number of requests from one land manager to another. The concept is working and it is off to a good start. A handout was distributed to the Committee members summarizing the October 12, 2007 meeting. *Fred* added that the State Agency Land Managers meetings are a more casual, informal setting where professional land managers sit around a table and talk about their land issues and share information. It is not a formal, testimony-type atmosphere. Forestry has offered to host the meetings at their facility.

Committee Members comments:

- Susan Aldrich suggested a link on the Oregon Economic and Community Development Department (OECDD) website for Certified Industrial Sites, since so many developers look at that website.
- Tom Sjostrom commented that it was clear that a void is being filled by the State Agency Land Managers forum.

Action: Fred will check into linking the DAS land transaction web page with the Oregon Economic and Community Development Department page of certified industrial sites.

D2. Statewide Lands Inventory database update – Fred Lord

As discussed in the last meeting, DAS has hired an outside consultant who presented a report almost a year ago. The report said that no state agency has the software or the interest in hosting the Statewide Lands Inventory database. DAS, by statute is required to maintain and report to the Legislature every biennium as to the status of state owned lands. Since that consultant report came out, DSL went out with an RFP in December of 2006 to upgrade their database. DAS looked at that and reasoned that it may be possible that things have changed and we need to have the consultant talk with DSL to find out what is happening out there again. DAS had a meeting with John Lilly and his IT folks at DSL. The consultant met with John Lilly and his folks twice to find out what the system is and to see if it would meet the requirements of DAS. They are now in the final stages of preparing their analysis for us. Initially they said it looks like the DSL system will have the software needed by DAS. While the system is not yet in place, DSL has expressed a willingness to host the database. At the same time, the consultants also visited with the GEO office, which is housed within DAS. The GEO office has all the software. Senior management at DAS decided that this project be formalized with an RFQ. Initially, Fred thought he would sit down with John Lilly and work out an Inter-agency Agreement. Now we possibly have two agencies that have the software and/or the interest. We want to make sure we do it right by the numbers. Management advised to go out for an RFQ outlining the scope of work that DAS needs. Forestry also has a system but has never expressed an interest in hosting or doing this. We may have to put it out to all agencies. Fred does not care where the database is housed so long as it does what the statute requires. This is a very high-level database; it does not house information such as the deed description, the recording data, easements on the deed, leases, buildings or zoning. It only does the seven statutorily required things. Our current database does not do two of them. It is those two that we need to get into the database. Those two missing pieces of information are: 1) whether or not the property is within the urban growth boundary and 2) the value of the property. That is what the legislature wants reported to them. The database can house more data but DAS does not want to make it bigger than is necessary. Other agencies have much greater data. The concept has always included integrating the data in the Statewide Land Inventory database with the owing-agency property information. It would be linked to go directly to the owing-agencies' database, if it was available, or it would take them to a contacts page to request further information about a particular property directly from the land-owning agency. We have never wanted to make it bigger than necessary. DSL has a database that carries all the mineral rights, which is every piece of property owned by the state, or should be. It was Fred's theory that we would marry the surface rights and the mineral rights database. That is probably where we will go but we must do it in a formal manner. Another challenge is that DAS has the State Data Center. Therefore, DAS is required to keep all of its data at the State Data Center. DSL is not on the State Data Center system so this may be an issue. Fred's goal is to get the RFQ completed by the end of the month and get it out to agencies.

The updated database is a ways off. The current access database has the underlying data in it. The goal is to change that from an access database, which can only be accessed by DAS personnel to a web-based server that is accessible on the internet and has a GIS interface. The consultant has advised that DAS should use an Arc-GIS server. Beyond that, it gets beyond Fred's knowledge.

A web-based system is not a requirement of the statute. It has been a very strong request of the legislative assembly. They want to be able to see what surplus lands are available inside each district and they want to be able to do that from their offices.

Committee Members comments:

Q - The web-based system may not necessarily show the legislators that information.

A - The definitions of surplus, in-use and in-reserve will be discussed by the State Agency Land Managers group and refined so there is a common understanding amongst all the land-owning agencies. Those differences of understanding will be discussed to see if there is common ground somewhere. This issue was raised four or five years ago when the access database was put together. The knowledge of those terms left DAS with the person who put together that original database. We may be re-inventing them, but that will be a good thing, because we have a lot of new members and new land managers. We also need to get buy-in from the land managers and their bosses in supporting the informational update of this database, and definitions for various terms. One of the concepts is a push-me, pull-me connection. The new web-based technology can reach out to every individual database, push out a signal requesting it and pull the updated information into it. Fred is not concerned what kind of updated system is decided upon as long as the update takes place. Some of the smaller agencies may not be able to do it electronically. They are so small and unfunded that they do not have their land information on a database. Other larger agencies are quite capable of doing it. We may be working at various stages with the different agencies. The stated goal is now to have this thing up and running by October 1, 2008. The statute says that DAS will report to the legislature on October of each even numbered year.

Fred looked at other state's land databases including Colorado and California. Some of them simply send out a paper form to record the information. They enter into the form the land sold and land purchased. Then it get's input into the database. It works. Even if there were 50 transactions, it still would not be a lot of work for a paper transaction. It would work for every state agency except ODOT. They do more than five parcel transactions per month. ODOT and DSL do 80 to 90% of all the transactions that the state of Oregon does every year. DAS keeps a record of all the transactions because we process all the 30-day notices when an agency is getting ready to sell property. That is the one place where every selling agency must notify DAS. We know what is being sold. Once sold, the agency updates DAS with the selling price, appraised value and date sold. When they update us, that is when the database is updated. That is selling, that is not acquiring.

The access database was built in 2002 so in theory it would be a simple matter to update that existing information. When we are told that a piece of property is being sold in 2004, it could be 2007 or 2008 before the actual sale takes place. Many of the agencies have a hard time moving these properties. As you well know, they are difficult properties to dispose of. They are not premium, \$100,000 per acre parcels. That is the status of the statewide lands database. For the first time we have involved, the State Data Center and the Enterprise Business Office who are the people within DAS who are required to be involved whenever any software package is going to be added to the system. We will start to see their involvement. There were no further questions.

E1. General Discussion - Round Table

No further discussion.

E2. Next meeting - tentatively scheduled for Friday, May 9, 2008 from 1:30 p.m. to 3:30 p.m. in the Mt. Mazama room.

Fred Lord asked when the Board would like to meet next. A tentative date of May 9, 2008 was placed on the agenda pending discussion. There will be a legislative session in February with a possible spill over into March. Legislators are already meeting in committees and sub-committees. The two legislative PLAC members requested that no meetings be scheduled in January or February. The agency review schedule proposed last meeting was abandoned per the request of the Committee in favor of re-instituting the State Agency Land Managers Forum, who will meet monthly. Fred will be updating this Committee in summary form of the agreements reached in those meetings of the Land Managers in order to save time of both agency managers and the PLAC Committee members.

The Committee decided to meet on April 4, 2008.

Fred advised that DAS has the authority to review agency leases and this will be an agency item at a future State Agency Land Manager meeting.

There being no further business, meeting adjourned at 3:05 p.m.

Respectfully submitted, Elaine Schacher