

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item: 5a (1)

Action

Topic: Approval of Delegated Authority Report - Contracts

Presented by: Lisa Van Laanen

Summary of Attached Report:

The current report includes:

- **12 New agreements for a total of \$699,652**
- **66 New contracts for total of \$2,344,124**
- **11 New work orders under agreements to agree for a total of \$21,792**
- **8 Amendments for a total of \$58,208**
- **5 Commission approved projects that have been amended for \$12,709**
- **22 Fairground event permits for a total of \$133,050 revenue to the department**
- **56 Sponsorship agreements for a total of \$745,345 revenue to the department**
- **2 Agreements for a total of \$1,050,780 revenue to the department**

The complete report is attached.

Action Requested:

We request the Commission accept the report of contractual instruments signed by the Director per authority delegated by the Commission.

Prepared by: Kit Cromwell

OREGON PARKS AND RECREATION DEPARTMENT

Delegated Authority Report for Contract Instruments - August and September, 2009

Executed	Contractor	Location	Project	Cost	FIP	Comments
PERSONAL SERVICE CONTRACTS						
07/21/09	Oregon Symphony Association	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Oregon Symphony	\$20,000		New contract
08/05/09	Romeo Entertainment	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Gaither Vocal Band Concert	\$140,000		New contract
08/06/09	The Bobby Roberts Co	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Aaron Tippin	\$16,000		New contract
08/07/09	Let's Pretend Entertainment, LLC	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$9,350		New contract
08/10/09	Courtney Jones Music, LLC	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$1,200		New contract
08/11/09	Bottle Blondes Inc.	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$3,500		New contract
08/11/09	Creative Artists Agency	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Reba McIntire Concert	\$300,000		New contract
08/13/09	Creative Artists Agency	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - David Cook Concert	\$160,000		New contract
08/14/09	Kathy Boyd & Phoenix Rising	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$900		New contract
08/18/09	Concert Violinist Aaron Meyer, LLC	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$3,000		New contract
08/18/09	Pink Martini	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Pink Martini Concert	\$10,000		New contract
08/19/09	Romeo Entertainment	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Rodney Atkins Concert	\$50,000		New contract
08/19/09	Romeo Entertainment	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Blake Shelton Concert	\$55,000		New contract
08/19/09	Paradigm - Doobro Entertainment Corp	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Doobie Brothers Concert	\$65,000		New contract
08/20/09	Remembering America's Heroes	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$3,500		New contract
08/20/09	New Shanghai Touring, LLC	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$38,250		New contract
08/24/09	Odaglas, LLC	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$4,000		New contract
08/24/09	Romeo Entertainment	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Katy Perry Concert	\$185,000		New contract

OREGON PARKS AND RECREATION DEPARTMENT

Delegated Authority Report for Contract Instruments - August and September, 2009

Executed	Contractor	Location	Project	Cost	FIP	Comments
PERSONAL SERVICE CONTRACTS, continued						
08/24/09	Romeo Entertainment	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Tesla and Everclear Concert	\$72,000		New contract
08/26/09	Northwest Equine Practitioners Association (NEPA)	Oregon State Fairgrounds Park District in Marion County	Veterinary services for the 2009 State Fair horse show	\$4,900		New contract
08/26/09	David Ail dba Northwest Sports	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$36,555		New contract
08/26/09	Stoddard Enterprises, LLC	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$9,350		New contract
08/26/09	Stoddard Enterprises, LLC	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$4,800		New contract
08/26/09	Howell Rodeo Co. Inc.	Oregon State Fairgrounds Park District in Marion County	Jr. Rodeo production for the 2009 State Fair	\$6,336		New contract
08/26/09	William Morris	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Crash Kings	\$500		New contract
08/26/09	The Paramount Organization, Inc	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Pink Floyd laser spectacular	\$30,000		New contract
08/27/09	Salem Club of Optimist International, Youth Fund	Oregon State Fairgrounds Park District in Marion County	Secret shopper evaluations for food concession stands at the 2009 State Fair	\$3,000		New contract
08/27/09	Brady Goss	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$775		New contract
08/30/09	Northwest Professional Rodeo Association	Oregon State Fairgrounds Park District in Marion County	NPRA Rodeo finals at the 2009 State Fair	\$39,744		New contract
08/30/09	Patrick Lamb Productions, LLC	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$1,800		New contract
08/31/09	Golden Thread Recording & Entertainment, Inc	Oregon State Fairgrounds Park District in Marion County	Big name entertainment for the 2009 State Fair - Peter Cetera Concert	\$51,000		New contract
09/03/09	Divine	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair	\$350		New contract
09/03/09	Chris Foltz	Oregon State Fairgrounds Park District in Marion County	Entertainment for the 2009 State Fair - Military Memorial wood sculpting	\$2,627		New contract
SERVICE AND SUPPLY CONTRACTS						
08/05/09	2 Bucks Rodeo Company	Oregon State Fairgrounds Park District in Marion County	Arena and back pens for NPRA Rodeo finals and Jr. Rodeo for the 2009 State Fair	\$4,750		New contract
08/05/09	Rural/Metro of Oregon, Inc.	Oregon State Fairgrounds Park District in Marion County	Emergency medical services for the 2009 State Fair	\$40,000		New contract
08/06/09	CXT, Inc.	W.B. Nelson State Recreation Site in Lincoln County	New single vault restroom building	\$15,809		New contract from price agreement

OREGON PARKS AND RECREATION DEPARTMENT

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08/10/09	H2 Construction, Inc.	Oregon State Fairgrounds Park District in Marion County	Plastic wheelstops	\$12,500		New contract

OREGON PARKS AND RECREATION DEPARTMENT

Delegated Authority Report for Contract Instruments - August and September, 2009

Executed	Contractor	Location	Project	Cost	FIP	Comments
SERVICE AND SUPPLY CONTRACTS, continued						
08/10/09	Holiday Inn Express Hotel & Suites in Astoria	Recreation and Planning Unit at OPRD Headquarters in Marion County	2010 Rocky Mountain State Park Executive Conference (RMSPEC)	\$10,000		New contract
08/11/09	Oasis Stage Werks Inc.	Oregon State Fairgrounds Park District in Marion County	Stage rental for Pink Floyd light show at 2009 State Fair	\$13,600		New contract
08/13/09	Prowest Scoreboards LLC	Oregon State Fairgrounds Park District in Marion County	Scoreboard rental for NPRA and Jr. rodeos at the 2009 State Fair	\$3,250		New contract
08/18/09	Wellens Farwell Construction	Wallowa Lake State Recreation Area in Wallowa County	Aluminum gangway for new docks	\$14,375		New contract
08/18/09	Parkway Landscape	Oregon State Fairgrounds Park District in Marion County	Concrete block for dirt storage at the 2009 State Fair	\$12,000		New contract
08/18/09	4H/FFA Dorm Supervision	Oregon State Fairgrounds Park District in Marion County	Oversee 4H/FFA dormitory operations during the 2009 State Fair	\$2,000		New contract
08/19/09	Rogue Valley Post & Pole	Nehalem Bay State Park in Tillamook County	Provide bundled firewood	\$46,550		New contract
08/19/09	Rogue Valley Post & Pole	Beachside State Recreation Site in Lincoln County	Provide bundled firewood	\$9,600		New contract
08/19/09	Rogue Valley Post & Pole	South Beach State Park in Lincoln County	Provide bundled firewood	\$33,600		New contract
08/19/09	Rogue Valley Post & Pole	Devil's Lake State Recreation Area in Lincoln County	Provide bundled firewood	\$14,400		New contract
08/19/09	Rogue Valley Post & Pole	Beverly Beach State Park in Lincoln County	Provide bundled firewood	\$38,400		New contract
08/20/09	Dan Crall Industries dba Corvallis Pedicab	Oregon State Fairgrounds Park District in Marion County	Provide pedicab shuttle services at the 2009 State Fair	\$3,220		New contract
08/24/09	CXT Inc.	Booth State Scenic Corridor Wayside in Lake County	New double vault restroom building	\$26,167		New contract from price agreement
08/24/09	Roxanne Hood	Oregon State Fairgrounds Park District in Marion County	Horse show office management for the 2009 State Fair	\$4,600		New contract
08/24/09	Ron Hood	Oregon State Fairgrounds Park District in Marion County	Horse show barn management for the 2009 State Fair	\$4,300		New contract
08/24/09	Traeger Pellet Grills, LLC	Oregon State Fairgrounds Park District in Marion County	Purchase additional grills as prizes for the 2009 State Fair.	\$1,500		Amendment 001 for additional prizes; contract total \$5,900
08/25/09	Pacific Survey Supply	Survey Team at OPRD Headquarters in Marion County	Survey instruments and accessories	\$39,645		New contract
08/26/09	CXT, Inc.	Catherine Creek State Park in Union County	Flush toilet building	\$107,684		New contract from price agreement
09/01/09	Silver Falls School District	Oregon State Fairgrounds Park District in Marion County	Cleanup services for 2009 State Fair	\$3,000		New contract
09/03/09	Modern Building Systems Inc.	Oregon State Fairgrounds Park District in Marion County	Portable office buildings	\$23,878		Amendment 001 allows additional work due to permit requirements; contract total \$64,288
09/04/09	Garten Services, Inc.	Oregon State Fairgrounds Park District in Marion County	Grounds cleanup and waste management services for the 2009 State Fair	\$75,000		New contract

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09/11/09	CXT Inc.	Catherine Creek State Park in Union County	New flush toilet building	\$2,500		Amendment 001 for 2 additional heaters in utility room; contract total \$110,184

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SERVICE AND SUPPLY CONTRACTS, continued						
09/11/09	Life Safety corp.	ATV Program at OPRD headquarters in Marion County	14 sound test meters	\$23,786		New contract
09/17/09	CXT Inc.	Koberg Beach State Recreation Site in Hood River and Wasco Counties	Flush toilet building	\$117,047		New contract from price agreement
09/30/09	Advanced Energy Systems	Crissey Field State Recreation Site in Curry County	Solar monitoring system	\$13,999		New contract
ARCHITECTURAL AND ENGINEERING CONTRACTS						
09/09/09	Bucy Associates	State Capitol State Park in Marion County	Site design and interpretive plan	\$10,000		New contract
WORK ORDERS UNDER THE AGREEMENTS TO AGREE						
08/06/09	In House Graphics	Public Services unit at OPRD Headquarters in Marion County	Design invitation & envelope art for Iwetemlaykin State Heritage Site dedication	\$500		New work order under Agreement to Agree #07-137
08/12/09	In House Graphics	Public Services unit at OPRD Headquarters in Marion County	Design and develop Iwetemlaykin State Heritage Site brochure and map	\$1,250		New work order under Agreement to Agree #07-137
08/31/09	PBS Engineering	Bates State Park in Grant County	Proposal to provide asbestos abatement apifications	\$3,200		Amendment 002 adds to scope of work; contract total \$40,770
09/01/09	In House Graphics	Public Services unit at OPRD Headquarters in Marion County	Update "Where to Stay at Silver Falls State Park" brochure	\$60		Amendment 001 adds to scope of work; work order total \$210
09/01/09	In House Graphics	Public Services unit at OPRD Headquarters in Marion County	Design and develop 2 Jackman-Long building exhibit signs	\$1,400		New work order under Agreement to Agree #07-137
09/01/09	In House Graphics	Public Services unit at OPRD Headquarters in Marion County	Design and develop 4 State Fair sponsor signs	\$465		New work order under Agreement to Agree #07-137
09/03/09	In House Graphics	Public Services unit at OPRD Headquarters in Marion County	Prepare 200 invites and envelopes for Iwetemlaykin grand opening	\$410		New work order under Agreement to Agree #07-137
09/03/09	In House Graphics	Public Services unit at OPRD Headquarters in Marion County	Design Iwetemlaykin ads, posters and agenda	\$540		New work order under Agreement to Agree #07-137
09/08/09	In House Graphics	Public Services unit at OPRD Headquarters in Marion County	Develop artowrk for merchandise for Iwetemlaykin grand opening	\$150		New work order under Agreement to Agree #07-137
09/08/09	In House Graphics	Public Services unit at OPRD Headquarters in Marion County	Update "Cultural Heritage Courier" online edition	\$1,330		New work order under Agreement to Agree #07-137
09/10/09	OBEC	The Oregon California and Eastern (OC&E) State Trail in Klamath County.	Load-rate OC&E Sprague River & Sycan shop bridges	\$10,265		New work order under Agreement to Agree #4445-Q
09/24/09	In House Graphics	Public Services unit at OPRD Headquarters in Marion County	Update "Call for Volunteers" newsletter	\$680		New work order under Agreement to Agree #07-137
09/28/09	OBEC	Iwetemlaykin State Heritage Site in Wallawa County	Load-rate Farmers' Ditch vehicle bridge	\$4,802		New work order under Agreement to Agree #4445-Q

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PUBLIC IMPROVEMENT CONTRACTS						
08/11/09	K & E Excavating, Inc.	Oregon State Fair Grounds Park District in Marion County	Dirt storage site	\$33,650		New contract
08/25/09	Lone Pine Electrical	Jessie M. Honeyman Memorial State Park in Lane County, Fort Stevens State Park in Clatsop County and Wallowa Lake State Recreation Area in Wallowa County	Shower exhaust fans	\$9,948	X	New contract
08/31/09	Pioneer Waterproofing Co.	Vista House, Crown Point State Scenic Corridor in Multnomah County	West balcony waterproofing	\$90,000	X	New contract
09/11/09	EDGE	Sarah Helmick State Recreation Area in Polk County	Water line replacement	\$15,749	X	New contract
09/15/06	Diamond N Construction, Inc.	Cazadero State Trail in Washington County	Culvert and trail maintenance	\$16,400	X	Amendment 001 increases quantities required to complete project; contract total \$126,400
09/15/09	Sky Lakes Construction Co.	Yaquina Bay Lighthouse at Yaquina Bay State Recreation Site in Lincoln County	Roof replacement and exterior paint	\$5,500		Amendment 001 upgrades shingles; contract total \$43,600
09/16/09	Judson Construction, Inc.	Collier Memorial State Park in Klamath County	Foundation construction and historic cabin relocation	\$5,170		Amendment 001 increases scope of work due to unforeseen repairs required; contract total \$85,170
09/16/09	Eugene Sand Construction, Inc.	Lowell State Recreation Site in Lane County	Entrance road repair	\$21,593	X	New contract
09/23/09	Montgomery Construction, LLC	Shore Acres State Park in Coos County	Garden house painting	\$8,465		New contract
09/29/09	North Santiam Paving, Inc.	North Santiam State Recreation Area in Marion County	Paving project	\$147,000	X	New contract
INTERAGENCY AGREEMENTS						
08/11/09	Oregon State Police	Deschutes River State Recreation Area in Wasco and Sherman Counties	Law enforcement services	\$250,000		New agreement
08/11/09	Department of Administrative Services	State Capitol State Park in Marion County	Manage and control utilization of grounds	\$0		New agreement
08/14/09	Oregon Department of Forestry	LaPine State Park in Deschutes County	Station seasonal fire crew at the park	\$0		New agreement
09/16/09	Oregon Department of Transportation	Statewide	Install bike signs	\$10,000		New agreement
09/25/09	Oregon Department of Human Services	Statewide	ATV injury surveillance in Oregon	\$329,652		New agreement

OREGON PARKS AND RECREATION DEPARTMENT

Delegated Authority Report for Contract Instruments - August and September, 2009

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INTERGOVERNMENTAL AGREEMENTS						
08/24/09	Marion County	Oregon State Fairgrounds Park District in Marion County	Provide juvenile probation officers during the 2009 State Fair	\$7,000		New agreement
08/28/09	Salem-Keizer School District	Oregon State Fairgrounds Park District in Marion County	Provide shuttle services during the 2009 State Fair	\$60,000		New agreement
09/02/09	Bend Metropolitan Park and Recreation District	Pilot Butte State Scenic Viewpoint in Deschutes County	Mutual improvements to the park	\$0		New agreement
09/03/09	Clatsop County	Bradley State Scenic Viewpoint and Delaura Beach at Fort Stevens State Park in Clatsop County	Provide inmate work crew services	\$10,000		New agreement
09/16/09	Northwest Service Academy	Silver Falls State Park in Marion County and Milo McIver State Park in Clackamas County	Develop vegetation management plan and trail repairs	\$20,400		New agreement
09/17/09	Bureau of Land Management	Ocean Shores in Coos County	Remove marine debris from beaches	\$10,000		New agreement
09/28/09	Marion County	Roadways in Marion County	Install and maintain roadway bike signs	\$2,600		New agreement
OREGON STATE FAIR PERMITS						
				Revenue		
08/03/09	Michoacan Promotions	Pavilion	Hispanic Independence Day Festival (9/13/09)	\$5000		New permit
08/18/09	Michoacan Promotions	Pavilion	Hispanic Rodeo (9/20/09)	\$5,000		New permit
08/26/09	Buy Local Recycling & Presto Velo Cycling	4H-FFA Barn, Livestock Pavilion, Stadium, Pavilion, various lawn areas	Cyclocross State Championships (11/7/09)	\$1,500		New permit
08/31/09	Rocky Mountain Nationals	Pavilion	West Coast Championships (12/11-12/09)	\$10,000		New permit
09/02/09	Husqvarna	Hart of the Garden Building	Husqvarna Dealer Mtg (9/23/09)	\$800		New permit
09/04/09	Membership Dance	Hart of the Garden Building	Membership Dance (9/12/09)	\$600		New permit
09/10/09	Monaco Interntional	Various buildings	2010 Monaco Int'l Rally (8/4-7/10)	\$25,400		New permit
09/11/09	Salem Assn of Realtors	Hart of the Garden Building	Salem Assn of Realtors Breakfast Mtg (8/13/09)	\$300		New permit
09/14/09	Home Builders Assn of Marion & Polk Counties	Americraft Center, Columbia Hall	2010 HBA Mid-Valley Home Show (1/15-17/10)	\$32,000		New permit
09/14/09	Home Builders Assn of Marion & Polk Counties	Americraft Center	2010 Mid-Valley Yard, Garden & Patio Show (3/18-21/10)	\$17,500		New permit
09/14/09	Petersen Auction Group	Columbia Hall	Auto Body Shop Liquidation (9/25-27/09)	\$4,500		New permit
09/14/09	Salem Assn of Realtors	Hart of the Garden Building	Salem Assn of Realtors Breakfast Mtg (9/10/09)	\$300		New permit
09/18/09	North Pacific Beach Volleyball Association	4H-FFA Barn	Use of 4H-FFA Barn for Volleyball Assc (10/15/09-6/15/10)	\$0		New permit
09/18/09	Oregon Dept of Agriculture	Cascade Hall (McKenzie Rm)	Fruit Industry Meeting (9/22/09)	\$250		New permit

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09/23/09	Salem Assn of Realtors	Hart of the Garden Building	Salem Assn of Realtors Breakfast Mtg (10/8/09)	\$300		New permit
OREGON STATE FAIR PERMITS, continued						
				Revenue		
09/23/09	Oregon State Procurement Office	Cascade Hall	State Procurement Mtg (9/30/09)	\$500		New permit
09/23/09	Oregon Wedding Showcase	Americraft Center (1/2)	2009 Oregon Wedding Showcase (10/3-4/09)	\$1,900		New permit
09/23/09	Lowell MacGregor Group LLC	Pavilion	Toby Mac/Reliant K Concert (12/13/09)	\$5,000		New permit
09/24/09	Westlake Promotions Inc	Americraft Center, Columbia Hall	2009 Fall RV Show (10/8-11/09)	\$25,000		New permit
09/24/09	Regence Blue Cross Blue Shield	Cascade Hall	Members Education Seminar (11/17/09)	\$800		New permit
09/24/09	Regence Blue Cross Blue Shield	Cascade Hall	Members Education Seminar (11/23/09)	\$800		New permit
09/28/09	Membership Dance	Hart of the Garden Building	Membership Dance (10/10/09)	\$600		New permit
OREGON STATE FAIR SPONSORSHIP AGREEMENTS						
				Total value		
05/26/09	Painted Hills Natural Beef	Oregon State Fairgrounds Park District in Marion County	Provide funds and supplies for the 2009 State Fair	\$22,000		New agreement
06/11/09	Capitol Press	Oregon State Fairgrounds Park District in Marion County	Provide advertising services for the 2009 State Fair	\$18,000		New agreement
06/22/09	Big Boy Waterfalls & Koi Ponds	Oregon State Fairgrounds Park District in Marion County	Provide services at the 2009 State Fair	\$5,500		New agreement
07/01/09	Pendleton Flour Mills	Oregon State Fairgrounds Park District in Marion County	Provide awards for the amateur cake decorating competition at the 2009 State Fair	\$8,750		New agreement
07/07/09	Foster Poultry Farms, a California Corporation	Oregon State Fairgrounds Park District in Marion County	Provide funds and supplies at the 2009 State Fair	\$22,000		New agreement
07/10/09	Umatilla County	Oregon State Fairgrounds Park District in Marion County	Provide funds to purchase and advertise the Big Oregon Watermelon for the 2009 State Fair	\$6,500		New agreement
08/04/09	Pendleton Woolen Mills Inc.	Oregon State Fairgrounds Park District in Marion County	Provide prizes for the 2009 State Fair	\$26,000		New agreement
08/04/09	Western Oregon University	Oregon State Fairgrounds Park District in Marion County	Provide yoga and Tai Chi instructions at 2009 State Fair	\$8,000		New agreement
08/05/09	GK Machine, Inc.	Oregon State Fairgrounds Park District in Marion County	Design, create and oversee assembly and installation of "Oregon Tower" artwork structure to commemorate Oregon Sesquicentennial	\$60,000		New agreement

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08/05/09	United States Specialty Sports Association	Oregon State Fairgrounds Park District in Marion County	Sponsor the bocce ball and softball state championship tournaments at the 2009 State Fair	\$20,000		New agreement

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OREGON STATE FAIR SPONSORSHIP AGREEMENTS , continued						
				Total value		
08/06/09	Howard Johnson International, Inc.	Oregon State Fairgrounds Park District in Marion County	Provide complimentary and discounted rooms for the 2009 State Fair	\$6,100		New agreement
08/07/09	Salem Concrete Paving, Inc.	Oregon State Fairgrounds Park District in Marion County	Provide concrete for New Oregon Tower at Fairgrounds	\$6,000		New agreement
08/10/09	Euro RSCG 4D Impact - Green Works	Oregon State Fairgrounds Park District in Marion County	Provide promotional support and cash for the 2009 State Fair	\$19,000		New agreement
08/11/09	Diamante Spas	Oregon State Fairgrounds Park District in Marion County	Provide promotional support and cash for the 2009 State Fair	\$49,000		New agreement
08/11/09	Grossman & Weston Gravel Co.	Oregon State Fairgrounds Park District in Marion County	Provide gravel at the 2009 State Fair	\$1,500		New agreement
08/11/09	PGE	Oregon State Fairgrounds Park District in Marion County	Provide "Clean Wind" power credits at the 2009 State Fair	\$6,000		New agreement
08/12/09	Trex/Legacy Marketing	Oregon State Fairgrounds Park District in Marion County	Provide samples and coupons at the 2009 State Fair	\$27,000		New agreement
08/12/09	Lea Photograph	Oregon State Fairgrounds Park District in Marion County	Provide photograph services at the 2009 State Fair	\$4,600		New agreement
08/17/09	Franz Family Bakery	Oregon State Fairgrounds Park District in Marion County	Provide advertising and bakery products for the 2009 State Fair	\$6,000		New agreement
08/18/09	Encore Portrait Design	Oregon State Fairgrounds Park District in Marion County	Provide photography services at the 2009 State Fair	\$3,600		New agreement
08/18/09	Tillamook County Ceramery Association	Oregon State Fairgrounds Park District in Marion County	Provide cash awards for prizes at the 2009 State Fair	\$10,750		New agreement
08/19/09	Greenbaums Quilted Forest	Oregon State Fairgrounds Park District in Marion County	Provide gift certificates and advertising at the 2009 State Fair	\$750		New agreement
08/19/09	GMR Marketing LLC	Oregon State Fairgrounds Park District in Marion County	Provide gaming events at the 2009 State Fair	\$8,625		New agreement
08/19/09	Great Harvest	Oregon State Fairgrounds Park District in Marion County	Provide gourmet cookies and bread at the 2009 State Fair	\$5,200		New agreement
08/19/09	Western Interlock, Inc.	Oregon State Fairgrounds Park District in Marion County	Install and maintain pavers at the 2009 and 2010 State Fairs	\$40,000		New agreement
08/20/09	Trailer World of Woodburn, Inc.	Oregon State Fairgrounds Park District in Marion County	Provide trailer for the Big Tomato promotion for the 2009 State Fair	\$6,000		New agreement
08/20/09	Salem Printing and Blueprint, Inc.	Oregon State Fairgrounds Park District in Marion County	Provide printing services for the 2009 State Fair	\$3,000		New agreement
08/20/09	Culligan Water	Oregon State Fairgrounds Park District in Marion County	Provide water for the 2009 State Fair	\$2,000		New agreement
08/20/09	Davidson's Landscape	Oregon State Fairgrounds Park District in Marion County	Provide landscaping services for the 2009 State Fair	\$2,000		New agreement
08/20/09	Oregon 150	Oregon State Fairgrounds Park District in Marion County	Provide funds for the 2009 State Fair	\$20,000		New agreement
08/20/09	North Pacific Beach Volleyball Association, Inc.	Oregon State Fairgrounds Park District in Marion County	Sponsor beach volleyball venue at the 2009 State Fair	\$44,000		New agreement

OREGON PARKS AND RECREATION DEPARTMENT

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Executed	Contractor	Location	Project	Cost	FIP	Comments
OREGON STATE FAIR SPONSORSHIP AGREEMENTS , continued						
				Total value		
08/21/09	Uptown Music	Oregon State Fairgrounds Park District in Marion County	Provide musical entertainment and give away at the 2009 State Fair	\$6,000		New agreement
08/21/09	Phoenix Grand Hotel	Oregon State Fairgrounds Park District in Marion County	Provide food and lodging for the 2009 State Fair	\$6,780		New agreement
08/21/09	Federal Express	Oregon State Fairgrounds Park District in Marion County	Provide copy, fax, print and email services for the 2009 State Fair	\$5,000		New agreement
08/21/09	Nintendo DSI	Oregon State Fairgrounds Park District in Marion County	Provide cash donation for the 2009 State Fair	\$10,000		New agreement
08/21/09	Oregon State Shooting Association	Oregon State Fairgrounds Park District in Marion County	Organized, coordinated, and staffed air-rifle tournament and matches at the 2009 State Fair. Allowed fair patrons to try sport shooting	\$13,000		New agreement
08/24/09	Northwest Rock	Oregon State Fairgrounds Park District in Marion County	Provide sand for the 2009 State Fair	\$6,000		New agreement
08/24/09	Fisher Farm & Lawn	Oregon State Fairgrounds Park District in Marion County	Provide equipment for the 2009 State Fair	\$3,000		New agreement
08/24/09	Salem -Keizer Mass Transit District (Cherriots)	Oregon State Fairgrounds Park District in Marion County	Provide cash donation for the 2009 State Fair	\$1,000		New agreement
08/24/09	Northwest Television, LLC	Oregon State Fairgrounds Park District in Marion County	Provide television and recording support for the 2009 State Fair	\$12,190		New agreement
08/25/09	Complete Wireless Solutions	Oregon State Fairgrounds Park District in Marion County	Provide advertising for the 2009 State Fair	\$2,000		New agreement
08/25/09	Brim Tractor Co., Inc.	Oregon State Fairgrounds Park District in Marion County	Provide equipment for the 2009 State Fair	\$6,000		New agreement
08/25/09	F&W Fence Company	Oregon State Fairgrounds Park District in Marion County	Provide fence building and repair services for the 2009 State Fair	\$3,000		New agreement
08/25/09	M&M Towing Services	Oregon State Fairgrounds Park District in Marion County	Provide towing and customer support services at the 2009 State Fair	\$4,000		New agreement
08/25/09	Halton Co.	Oregon State Fairgrounds Park District in Marion County	Provide equipment for the 2009 State Fair	\$6,000		New agreement
08/25/09	Bridgetown Coffee	Oregon State Fairgrounds Park District in Marion County	Provide OSF-brand coffee and coffee service at the 2009 State Fair	\$3,500		New agreement
08/25/09	Le Shoe Boutique	Oregon State Fairgrounds Park District in Marion County	Provide shoes for Red Hat fashion show at the 2009 State Fair	\$500		New agreement
08/25/09	Santiam Barns & Supply	Oregon State Fairgrounds Park District in Marion County	Provide cash donation at the 2009 State Fair	\$2,000		New agreement
08/26/09	Euro RSCG 4D Impact - Green Works	Oregon State Fairgrounds Park District in Marion County	Provide cash donation at the 2009 State Fair	\$500		New agreement

OREGON PARKS AND RECREATION DEPARTMENT

Delegated Authority Report for Contract Instruments - August and September, 2009

Executed	Contractor	Location	Project	Cost	FIP	Comments
08/26/09	Chemeketa Community College	Oregon State Fairgrounds Park District in Marion County	Provide parking for the 2009 State Fair	\$3,000		New agreement

OREGON PARKS AND RECREATION DEPARTMENT

Delegated Authority Report for Contract Instruments - August and September, 2009

Executed	Contractor	Location	Project	Cost	FIP	Comments
OREGON STATE FAIR SPONSORSHIP AGREEMENTS , continued						
				Total value		
08/26/09	Bi-Mart Corporation	Oregon State Fairgrounds Park District in Marion County	Provide support for Toddlerzone, Spirit of Oregon Stage, rodeos and monster truck rides at the 2009 State Fair	\$35,000		New agreement
08/26/09	Comcast Cable Communications Management LLC	Oregon State Fairgrounds Park District in Marion County	Provide concert series, cash and internet service for the 2009 State Fair	\$90,000		New agreement
08/27/09	Ag West Supply	Oregon State Fairgrounds Park District in Marion County	Provide equipment at the 2009 State Fair	\$6,000		New agreement
08/31/09	EnVision Outdoor Living LLC	Oregon State Fairgrounds Park District in Marion County	Present outdoor kitchen world party demonstration at the 2009 State Fair	\$20,000		New agreement
09/01/09	EnVision Outdoor Living LLC	Oregon State Fairgrounds Park District in Marion County	Outdoor kitchen and backyard display at 2009 State Fair	\$30,000		New agreement
09/03/09	Marinello School of Beauty	Oregon State Fairgrounds Park District in Marion County	Provide cash donation for the 2009 State Fair	\$3,000		New agreement
REVENUE						
				Revenue		
07/23/09	Oregon Department of Transportation	Valley of the Rogue State Recreation Area in Jackson County	Rogue River Greeway Trail	\$721,569		New agreement
09/09/09	Oregon Emergency Management	Cape Lookout State Park in Tillamook County	FEMA mitigation grant for drainfield relocation	\$329,211		New agreement
			Revenue Generated	\$1,050,780		
			Total Permits	\$133,050		
			Total Sponsorships	\$745,345		
			Total Revenue	\$1,929,175		

OREGON PARKS AND RECREATION DEPARTMENT

Delegated Authority Report for Contract Instruments - August and September, 2009

Executed	Contractor	Location	Project	Cost	FIP	Comments
COMMISSION APPROVED PROJECTS THAT HAVE BEEN AMENDED						
08/06/09	Lester L. Brock Construction, Inc.	LL Stub Stewart State Park in Washington County	Mountain Dale cabin shelter	\$6,228	X	Change Order 001 for additional materials required to complete work; contract total \$215,878
08/13/09	Big River Construction, Inc.	La Pine State Park in Deschutes County	Upgrade electrical and water systems in campground	\$13,025	X	Change Order 001 for additional materials required to complete work; contract total \$466,755
08/19/09	Lester L. Brock Construction, Inc.	LL Stub Stewart State Park in Washington County	Mountain Dale cabin shelter	-\$2,987	X	Change Order 002 reduces amount of materials to what was actually used; contract total \$212,890
08/19/08	Lester L. Brock Construction, Inc.	LL Stub Stewart State Park in Washington County	West camp shelter	-\$4,474	X	Change Order 002 reduces amount of materials to what was actually used; contract total \$166,742
09/24/09	Big River Construction, Inc.	Bradley State Scenic Viewpoint in Clatsop County	Western Oregon rest area, restrooms and paving (ARRA Federal Stimulus Project)	\$917		Change Order 001 revises pipe requirements; contract total \$750,292

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item: 5a (2)

Action

Topic: Report of Actions Taken under Delegated Authority for Natural Resources Management from August 18, 2009 –October 19, 2009

Presented by: Cliff Houck

Pursuant to a duly adopted delegation order, and acting in accordance therewith, the Director, or his designee, has approved the following actions on behalf of the Oregon Parks & Recreation Commission:

SCENIC WATERWAYS NOTIFICATIONS

September 11, 2009, approved a Notification of Intent (4B-30-09) from Rocky Britt to conduct a Timber Harvest/Thinning project within the Middle Fork John Day River Scenic Waterway in Grant County.

September 11, 2009, approved a Notification of Intent (2-193-09) from James Harlow to construct a shed within the Lower Deschutes Scenic Waterway in Wasco County.

October 12, 2009, approved a Notification of Intent (2B-181-09) from Oregon Department of Fish & Wildlife to construct a fish habitat/streambank erosion control project within the Upper Deschutes Scenic Waterway in Deschutes County.

October 12, 2009, approved a Notification of Intent (66-84-09) from Oregon Department of Transportation to construct a realignment of Highway 82 & replace the existing viaduct bridge with a MSE wall within the Minam River Scenic Waterway in Wallowa County.

OCEAN SHORE ALTERATION DECISIONS

None for this reporting period.

Prepared by: Aimee Buchholz

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item: 5b (1,2)

Information

Topic: Commission update on previously approved property transactions

Presented by: Cliff Houck

Background: This is an update on the progress of past Commission actions and approvals. No action is required.

1. Redmond-Bend Juniper State Scenic Corridor/Proposed Sale of Property (September 17, 2009) Possible Consideration of Lease or Sale of Juniper Wayside (September 29, 2009)

Negotiations were concluded with a value based on Oregon Administrative Rules under Department of State Lands energy projects and providing Central Oregon Irrigation District (COID) with a credit for project, public, and environmental benefits; recognizing COID's costs in rezoning the property and establishing it as a legal lot of record; and their agreement to maintain the visual corridor.

The property was valued at \$526,613 with an allowance for environmental benefits, costs expended, and visual corridor of a total \$326,613. COID paid OPRD \$100,000 at closing, and the remaining \$100,000 is due in 21 years. The property transaction has closed.

2. OPRD and ODF Co-location Agreement/ Sisters Property (July 16, 2009)

After a meeting with Oregon Department of Transportation (ODOT) and the City of Sisters regarding the development and access to OPRD's Sisters property, Oregon Department of Forestry (ODF) has determined that they have inadequate funding for the project at this location. ODF has put their John Day and Sisters office projects on hold. Some consideration of new locations is being made as a result of a significant timber land purchase by ODF of Gilchrist property south of Bend. The co-location of ODF and OPRD will need to wait for additional funding to ODF and a decision that this location is the best fit for their needs.

2009 Historic Cemetery Grants Heritage Programs, Oregon Parks and Recreation Department

Grantee	Project Description	Grant Amount	Match Amount	Project Total
Benton County				
Benton County	An entrance sign, two directional signs and a three panel interpretive kiosk will be placed at Crystal Lake Cemetery.	\$4,000	\$20,536	\$24,536
Community Services Consortium	Santiam Wilderness Academy students will clear brush, remove a downed tree, and document the markers in the Claypool/Parrish Cemetery for future preservation projects.	\$1,839	\$4,687	\$6,526
Clackamas County				
Gleason Cemetery	About 25 trees in the cemetery will be trimmed for their health and preservation of markers.	\$2,800	\$2,450	\$5,250
Coos County				
Catching Creek Cemetery	The project will provide GPS coordinates for all publicly accessible cemeteries in Coos County. It will also create a web-based cemetery map and transcription of Catching Creek Cemetery, incorporating GPS coordinates and providing printed versions of the same to local libraries, mortuaries, genealogy clubs and museums. The process of developing this tool will also be shared with other organizations wishing to conduct similar mapping projects and shared with the Oregon Commission on Historic Cemeteries.	\$380	\$799	\$1,178
Douglas County				
Bland Mountain Cemetery	A cemetery sign will be purchased and installed at Bland Mountain Cemetery.	\$300	\$896	\$4,183
Jackson County				
Friends of Jacksonville's Historic Cemetery	An original iron fence and gate that encloses Block 459 in the Masonic Section in Jacksonville's Historic Cemetery will be restored and preserved.	\$1,006	\$654	\$1,660

Grantee	Project Description	Grant Amount	Match Amount	Project Total
Klamath County				
Klamath Falls	The City of Klamath Falls Parks and Cemeteries Department in conjunction with a volunteer group from several local historical societies, will document and restore monuments at Linkville Cemetery. Priorities include restoration of monuments; leveling and repair of leaning and toppled monuments damaged by vandals approximately 10 years ago; and repairing concrete curbs and covers.	\$4,000	\$7,870	\$11,870
Lane County				
Luper Cemetery	Volunteers will reset, clean and repair markers at Luper Cemetery. Volunteers will be trained by hiring contractor to provide one day training for approximately 12 volunteers. For larger repairs or replacement of markers (where they are missing), a contractor will be hired.	\$4,000	\$5,300	\$9,300
Mulkey Cemetery Association	The project will create a new brochure for the cemetery, for distribution at the front entrance and online, describing the cemetery's history and landscape and providing current contact information.	\$1,000	\$1,150	\$2,150
Linn County				
Brownsville	Two large, dead trees in the middle of the cemetery that will damage headstones if they fall will be removed.	\$1,500	\$500	\$2,000
Malheur County				
Westfall Cemetery	Funds will be used to replace the north fence line, repair the gate, rebuild a gravesite fence and repair about 30 toppled markers at Westfall Cemetery.	\$2,000	\$2,000	\$4,000
Marion County				
Hayesville Historical Cemetery	About 20 markers will be leveled and glued of markers by a contractor who will also train volunteers in the repair of small markers.	\$720	\$0	\$720
Salem	The England Family plot, circumscribed by a stone retaining wall, will be repaired and enclosed monuments stabilized.	\$4,000	\$16,126	\$20,126

Grantee	Project Description	Grant Amount	Match Amount	Project Total
Multnomah County				
Friends of Lone Fir Cemetery	This project will develop and launch an interactive, multipage website with workshop and event information, membership and volunteer opportunities, several maps, downloadable self guided tours, historical information and news and links.	\$2,660	\$5,494	\$8,154
Oregon Historic Cemeteries Association	The funds will help the Oregon Historic Cemeteries Association produce a newsletter with a state-wide distribution of about 850, three times in 2010.	\$2,340	\$2,995	\$5,335
Oregon Jewish Museum	The Oregon Jewish Museum will complete a unique oral history film initiative that seeks to record the memories of the elders of our community while visiting the graves of their friends and family.	\$3,500	\$3,542	\$7,042
Umatilla County				
Confederated Tribes of the Umatilla Indian Reservation	The Cemetery Management Team of the CTUIR will document the graves of the Red Elk Family Cemetery, repair the outer fence, repair and reset headstones, and trim and remove overgrown wild rose bushes.	\$3,481	\$11,205	\$15,452
Masco County				
The Dalles	Funds will provide historically compatible fencing to complete the east property line of the historic cemetery, as well as a new railing for the stairs at the main entrance.	\$1,000	\$1,000	\$2,000
Washington County				
Genealogical Society of Washington County	The burial records of the Hillsboro Pioneer Cemetery will be recorded and electronically organized for the use of the cemetery and the public and for incorporation into the OCHC statewide burial index.	\$850	\$850	\$1,700
Number of Grants: 19		Grand Totals \$41,376	\$88,055	\$133,182

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item: 5c

Action

Topic: Heritage Division Grants

Presented by: Roger Roper

The Heritage Division has four grant programs to address the broad range of heritage issues around the state. All four are funded with Lottery dollars, and awards have typically been made during the first year of each biennium in order to give grantees as much time as possible to complete their projects. The purpose of this agenda item is to inform the Commission about the grants that the Heritage Programs Division has recently awarded for the 2009-2011 biennium. Awards have been made under the following grant programs:

- Historic Cemetery Grants
 - 19 grants
 - \$41,376 awarded (\$75,000 for the biennium, 2nd round in 2010)
 - Typically for improvements to historic cemeteries, public education, and conservation training
- Preserving Oregon Grants
 - [grant review process currently underway (10/27/09)]
 - \$275,000 available
 - For restoration of National Register-listing buildings and structures or for archaeological studies
- Heritage Grants
 - 20 grants
 - \$200,000 awarded
 - For a broad range of activities undertaken by local and regional historical organizations
- Museum Grants
 - [grant review process currently underway (10/27/09)]
 - \$100,000 available
 - For projects and activities of local history museums throughout the state

Further details about the specific grants are provided on the attached reports.

Action Requested: Approval

Prior Action by Commission:

Sept. 19, 2007, approval of Heritage Programs' overall grant program, in lieu of individual grant approvals

Prepared by: Roger Roper

Parks & Recreation Department
November 19, 2009
Veterans and War Memorial Grant Program
\$150,000 Available

Item 5d Exhibit A

	Project Sponsor	Project Name	Project Description	Total Project Costs
1	VFW Post #4307	Wallowa County Fountain of Honor	Construct monument consisting of a circular stone wall with a shallow pool, surrounded by a rose garden and bronze feature to honor all US Military veterans at Courthouse Square in the city of Enterprise.	\$113,550
2	Non-Commissioned Officers Association	Klamath Falls Veteran's Memorial Park	Connect existing Veteran's Memorial geothermal system with supply line under trail. Installation of 400 foot ADA accessible geothermal heated cement sidewalk link between Memorial and trail in city of Klamath Falls.	\$43,891
3	American Legion Post #64	Yabes Memorial	Mount inactive cannon and memorial plaques at existing Veteran's Memorial in city of Oakridge.	\$5,800
4	VFW Post #5638	Fallen Soldier Statue - Stayton Fire Station	A 44" tall statue of boots, rifle, and helmet representing memorial for fallen soldier in the city of Stayton.	\$4,950
5	Veterans of Foreign Wars - Post 4116	John F Fleming Memorial Park	Restoration of existing Memorial Park including replacement of monument listing service members from Jackson and Josephine Counties in the city of Rogue River.	\$36,565
			Total of Projects Recommended for Funding	\$204,756
<i>Insufficient Funding Available for the Remainder Projects</i>				
6	Canby Vietnam Era Veteran's Memorial	A Hero's Prayer	Final phase of city of Canby Vietnam Era Veteran's Memorial including a life-sized bronze statue of a soldier.	\$110,268
7	American Legion Auxiliary, Carl Douglas Unit 74	Estacada Area Veterans' Memorial (Phase II)	Build Phase II of a Memorial at existing site on Wade Street in city of Estacada including bricks with Veteran's names, walkway, bench, statue and entry wall in Estacada.	\$42,850
8	VFW Post #2994	Clatskanie Veteran's Memorial	Overlay granite panels on existing concrete monument in Clatskanie.	\$8,527
9	Lewis & Clark Chapter of the Sons of the American Revolution	American Revolutionary Monument - Memorial Park - Beaverton	Installation of 40' x40' granite monument including granite slabs, obelisk and column benches in Beaverton.	\$150,600
			Total of Projects Not Funded	\$312,245
			Grant Total Funding Requests	\$517,001

Grant Request
\$85,826
\$27,972
\$3,000
\$3,950
\$29,252
\$150,000
\$88,000
\$34,280
\$6,527
\$108,175
\$236,982
\$386,982

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item:	5d	Action
Topic:	Veterans' and War Memorial Grant Program - Grant Requests	
Presented by:	Wayne Rawlins, Grants Division Manager	

Background:

The Local Government Grant Advisory Committee met September 24, 2009 in Salem and recommended the attached list of grants for commission approval.

The Veterans' and War Memorials Grant Program was established after the passage of House Bill 2739 in 2005. This made state funding assistance available to non-profit veterans' organizations for the construction and restoration of memorials honoring veterans and war memorials located on public property. Funding for the projects is to be derived from existing OPRD lottery funds.

Grant applications were solicited and OPRD received nine project applications. The project sponsors, in addition to their written grant application, provide live presentations to the advisory committee. The projects were evaluated based upon established criteria and scored. After tabulating the scores, the Advisory committee is recommending five of the projects for the Commission's consideration and approval.

Action Requested:

Staff requests commission approval of the advisory committee's recommendations to fund the Veterans and War Memorial projects totaling \$150,000 per Attachment A.

Prior Action by Commission: Approval of previous grant requests in March of 2008.

Prepared by: C. Wayne Rawlins

Attachment A: Veterans & War Memorial Grant Project Recommendations

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item: 5e

Action

Topic: ATV Advisory Committee Position Appointments

Presented by: Wayne Rawlins, Grants Division Manager

Background

The Oregon Legislative Assembly 2009 Regular Session passed SB 578 that in part, modified the makeup of the ATV program's advisory committee. Specifically, the bill

- Changes the name of the All-Terrain Vehicle Account Allocation Committee to the All-Terrain Vehicle Advisory Committee,
- Changes the committee membership from seven voting members to eleven and from four non-voting to one and describes who the members are to represent,
- Permits the OPRD Commission to take any action necessary to appoint members to the Advisory committee. The bill states, "SECTION 6. The State Parks and Recreation Commission may take any action necessary before January 1, 2010, to enable the commission to appoint members to the All-Terrain Vehicle Advisory Committee under ORS 390.565, as amended by section 2 of this 2009 Act, on or after January 1, 2010."

OPRD solicited names to fill the positions through OPRD's website, public notices, newspaper announcements, direct mailings to off-highway vehicle clubs, and personal contacts. Interviews were held on September 8-9, 2009 with candidates being interviewed by the Chair of the existing ATV Account Allocation Committee, a federal land manager, a county land manager, an ATV user, and one OPRD staff. The interview committee's recommendations are on the attached exhibit.

Action Requested: Staff request the Commission to approve the appointments to fill the vacancies on the new All-Terrain Vehicle Advisory Committee.

Prior Action by Commission: None

Prepared by: Wayne Rawlins

Attachment: Exhibit A – List of Nominations

**All-Terrain Vehicle Advisory Committee Nominations
November 19, 2009**

	Position Shall Represent:	Nomination
1	Class I all-terrain vehicle user organization	Wade Bryant - Mr. Bryant is self-employed as the owner of Wade Bryant's Auto Repair and Service Center in Bend. He has a long history of ATV riding in Oregon and surrounding states. He served on the ATV Account Allocation Committee for one year as a Member-at-Large representative. His knowledge and experience with the riding areas in Oregon and in surrounding states will be a valuable asset to the ATV Advisory Committee.
2	Class II all-terrain vehicle user organization	Pat Harris - Ms. Harris lives in Keno, Oregon. Pat and her family have been involved in OHV recreation since 1969 when they purchased their first four wheel drive vehicle. She served on the ATV Account Allocation Committee for eight years. She has served as an officer in several OHV organizations. Pat served as president of the Pacific Northwest 4WD Association for twelve years, secretary for California Association of 4WD Clubs, president of Highlanders 4WD Club, secretary treasurer of Klamath 4 Runners Club and is currently the treasurer for the Rogue Valley 4 Wheelers Club and the Klamath Sportsman's Park.
3	Class III all-terrain vehicle user organization	Stephen Doane - Mr. Doane has been a motorcycle enthusiast since 1971. He owned a KTM off-road motorcycle dealership for twelve years. In his free time he has volunteered numerous hours working on trails in central and northeastern Oregon as well as with the Department of Natural Resources in Washington State. His most recent volunteer effort was working on the travel management planning effort on the Ochoco, Deschutes, and Mt. Hood National Forests.
4	An at-large all-terrain vehicle user	Tim Custer - Mr. Custer was the Class I representative member of the ATV Account Allocation Committee for five years and also served on the Oregon Recreational Trails Committee as the Motorized Representative. Tim has been riding motorcycles since he was fourteen. He has built several sandrails for himself and friends over the last few years. Tim and his family have been riding OHVs at the Oregon Dunes NRA for thirty years.
5	An all-terrain vehicle dealer	Jimmy Smith - Mr. Smith is recommended by Oregon Power Sports Association. He currently resides in Salem. Jimmy has owned Cycle Country of Salem since 1976. He is currently the motorcycle industry representative on DMV's Oregon Dealers Advisory Committee. Cycle Country has received awards for customer and community service while under his direction.
6	The Department of Transportation who is knowledgeable about	Troy Costales - Mr. Costales is recommended by the Director of the Department of Transportation. He currently resides in Salem.

	Position Shall Represent:	Nomination
	transportation safety	Troy is currently responsible for three Governor appointed committees; Oregon Transportation Safety Committee, Governor's Advisory Committee on Motorcycle Safety and the Governor's Committee on Driving Under the Influence of Intoxicants. He has served on numerous committees and associations during his career.
7	The State Forestry Department who is knowledgeable about all-terrain vehicle recreation areas on state lands	Nathan Seable - Mr. Seable is recommended by the Deputy Chief of the Department of Forestry. Nathan is the program manager for the Tillamook District. He has knowledge, experience and responsibility for all aspects of the ATV program management including budget, staffing, volunteer management, and trails management.
8	The Department of Human Resources who is knowledgeable about public health and safety	Lisa Millet - Ms. Millet is recommended by the Director of the Department of Human Services. She currently resides in Portland. Lisa is the Program Manager for Disease Prevention and Epidemiology. Lisa and her staff began monitoring ATV injuries in 2005 using hospitalization, trauma and death data. OPRD and the Department of Human services have partnered to develop the state's first ATV injury surveillance project.
9	U.S. Forest Service	Wendy Zustiak - Ms. Zustiak is recommended by US Forest Service Regional Director. She has served as the ATV Account Allocation Committee's US Forest Service representative since 2006. Wendy Currently resides in Oakridge. Wendy works on the Middle Fork Ranger District on the Willamette National Forest as a hydrologist and is the OHV Coordinator for the Willamette National Forest. She also serves on the USFS Region 6 Travel Management Implementation Team. She is an accomplished ATV rider for work and for recreation.
10	Bureau of Land Management	Chris Knauf - Mr. Knauf is recommended by the State Director for Oregon Washington BLM. Chris currently resides in Portland. As the BLM Oregon Washington State Travel Coordinator, Chris works constantly with OHV managers and the public. He understands the challenges of providing high quality OHV recreation experiences for riders on public lands. Chris has been working in OHV recreation since 2000. He was appointed as the BLM representative on the ATV Account Allocation Committee in 2006. Chris is an OHV rider for work and for recreation.
11	A law enforcement agency	Rod Roberts - Corporal Rod Roberts is recommended by the Oregon State Sheriffs' Association. Rod resides in Hauser. Corporal Roberts has been a Coos County Sheriff's Deputy for nineteen years. He has been working enforcement in the Oregon Dunes National Recreation Area for nine years. Rod also serves as a member of the Oregon Dunes Volunteer

	Position Shall Represent:	Nomination
		Patrol in his free time. He has been riding ATVs for over twenty years.
12	The State Parks and Recreation Department	<p>John Lane - Mr. Lane is recommended by the Director of the Oregon Parks and Recreation Department as the non-voting OPRD Representative on the ATV Advisory Committee. John currently resides in Keizer.</p> <p>John is the ATV Safety Education Coordinator for OPRD. He came to OPRD after his retirement from the US Army. He is responsible for the on-line safety education program and the development of the hands-on training program currently being developed by OPRD. He rides ATVs as needed for work and has nearly forty years of safe highway motorcycle riding.</p>

Item 5f, Attachment A
ORTAC Committee Appointments

Reappointments:

Mr. Bruce Galloway has served as a representative from the 2nd Congressional District. Mr. Galloway has recently retired from Jackson County Parks and Recreation, and was in charge of the maintenance of their park resources. Mr. Galloway has worked in the recreation field for many years. In addition, Mr. Galloway is an avid hiker.

Dr. C. John Mare has served as a coastal county representative from the 5th Congressional District. Dr. Mare was a member of the Arizona Recreational Trail Advisory Council prior to his move to Oregon. Dr. Mare is currently very active with hiking and water trail groups in the Waldport area. Dr. Mare is a Port of Alsea commissioner, is on the South Lincoln County Committee on Trails and volunteers at the Cape Perpetua Scenic Area. Dr. Mare has been an avid trail user in Africa, Great Britain and across the United States.

Mr. Terry Wheeler has served as the 5th Congressional District representative. Mr. Wheeler is retired from the Oregon Department of Transportation as a project manager and currently works as a bridge consultant for David Evans & Associates. Terry is a respected member of both Oregon Equestrian Trails and the Backcountry Horsemen of America and has participated in a number of ORTAC meetings in the past. Finally, Terry is a former winner of the Doug Newman Award, an award presented by OPRD to recognize the volunteer that has made the greatest contribution to the development of the State's trails.

New Member:

Mr. Kent Howes is recommended as the 2nd Congressional District representative. Mr. Howes is an avid trail user, trail builder, and trail advocate from Central Oregon. He has been a board member of Central Oregon Trail Alliance for 15 years, serving two terms as president and currently is the Development Director. Mr. Howes has served on boards of other bicycle events in Central Oregon as well. Mr. Howes currently owns a trail consulting firm, Treadwerks that specializes in sustainable trail design, planning and construction. Mr. Howes is an avid cyclist, but is also engaged in hiking, snow skiing and paddling.

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item: 5f Action

Topic: Oregon Recreation Trails Advisory Committee Appointments

Presented by: Consent Calendar

Background:

Consistent with ORS 390.977, the Oregon Recreation Trails Advisory Council (ORTAC) consists of seven members, at least one from each congressional district and not less than two members from separate counties bordering upon the ocean shore. ORTAC meets four times a year and advises OPRD and the commission on statewide trail matters that come before the department. Members of the council serve four-year terms and are eligible for reappointment subject to a two-term limit.

The Council currently has four positions with terms ending in November 2009. Three of those positions have served only one term and have applied for reappointment. The representative from Congressional District 2 has served two terms and is not eligible for reappointment. Recruitment for that position was completed in October and the applicants have been reviewed by staff and the Director.

Mr. Kent Howes is being recommended for the District 2 position. Information on the members requesting reappointment and Mr. Howes is included in Attachment A.

Action Requested:

Staff requests Commission approval for the appointment of Bruce Galloway, Dr. C. John Mare, Terry Wheeler and Kent Howes to the Oregon Recreation Trails Advisory Council.

Prior Action by Commission: None

Prepared by: Richard Walkoski



Centennial Horizon Progress Update

Action on annual work plans Jan-Nov 2009

Each year, managers plan their work to support the principles and actions detailed in the Centennial Horizon vision. Key managers meet every quarter to review the status of the highest-priority plans, and the Director's Office reports a summary version of the year-to-date to the Commission every six months.

1. Overall progress by principle

Centennial Horizon Principle	Status gauge				# projects
	Defer	Planning	Doing	Done	
1: Save Oregon's Special Places	10%	10%	70%	10%	20
2: Meaningful Experiences	5%	15%	70%	10%	28
3: Taking the Long View	0%	10%	85%	5%	17
4: Education and Outreach	5%	15%	60%	20%	23
5: Build with Purpose & Vision	10%	15%	60%	15%	11
6: Attract and Inspire Partners	5%	15%	70%	10%	18
7: Prioritize Based on the Vision	0%	30%	60%	10%	13
8: People Who Love their Work	0%	30%	70%	0%	12

2. Major projects in progress and completed

Principle 1: Save Oregon's Special Places

- Create Natural Resources Coordinators in each regionComplete
- Rocky Shores Management Plans.....90% complete

Principle 2: Connect People to meaningful Outdoor Experiences

- Open Iwetemlaykin.....Complete
- Design Natural Play Area at Silver Falls State Park.....Complete

Principle 3: Taking the Long View

- Bates State Park Master Plan90% complete

Principle 4: Engage People through Education and Outreach

- U of O Field School at Poultry BuildingComplete
- Expand "Let's Go Camping" program.90% complete

Principle 5: Build the State Park System with Purpose and Vision

- Develop Scenic Bikeways website.Complete
- Facilitate Sandy River water trail plan.....95% complete

Principle 6: Attract and Inspire Partners

- Compete re-location of Silver Falls Nature Store.....Complete
- Offer in-house training to external partners.....Complete

Principle 7: Prioritize Based on the Vision

- Comprehensive park planning implementationComplete
- Streamline cultural resource regulatory processes.....80% complete

Principle 8: Parks will be Tended by People Who Love their Work

- Participate in OSU Job FairComplete
- Annual training for interpretative servicesComplete

3. Sample projects still waiting in wings

Principle 1: Save Oregon's Special Places

- Agreement for implementing Habitat Conservation Plan for the Western Snowy Plover.

Principle 2: Connect People to Meaningful Outdoor Experiences

- Coordinate development of mountain biking area at Stub Stewart.

Principle 3: Taking the Long View

- Develop natural resources management priorities plan.

Principle 4: Engage People through Education and Outreach

- Refine cultural and historic interpretation.

Principle 5: Build the State Park System with Purpose and Vision

- Rx PLAY: Pilot model.

Principle 6: Attract and Inspire Partners

- Develop understanding of Hispanic market trends.

Principle 7: Prioritize Based on the Vision










- Complete cross-disciplinary preliminary management plan for Beaver Creek

Principle 8: Parks will be Tended by People Who Love their Work

- Convene the Academy Board of Directors to plan 2010 Visitor Safety Academy.

4. Assessment of overall health year to date

Overall, in its first full year after adoption, staff are making good progress on strategies and actions detailed in the Centennial Horizon vision. Seven of eight principles are in fine shape, though none are running 100% perfectly (when measured by the rate at which projects start, compared with original plans). Budget and staff reductions can make starting and finishing projects more difficult, but only one principle appears to be having trouble completing projects; Principle 3 is primarily concerned with long-range projects, usually involving sustainability or property development.

Principle	Started		Finished		Health-o-meter 
	<i>Should have</i>	<i>Actually did</i>	<i>Should have</i>	<i>Actually did</i>	
1: Save Special Places	15	14	1	4	
2: Meaningful Experiences	27	21	8	8	
3: Taking the Long View	16	15	8	3	
4: Education and Outreach	18	18	10	9	
5: Build with Purpose	10	7	3	3	
6: Attract & Inspire Partners	15	13	2	4	
7: Prioritize	11	9	2	2	
8: People Who Love the Work	15	12	6	7	

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item: 5g Information

Topic: Centennial Horizon Work Plan Progress Report

Presented by: Chris Havel

The Oregon State Parks and Recreation Commission adopted a strategic vision for the department in 2008—*Centennial Horizon: Shaping the Future of Oregon's Parks, Recreation, Conservation and Preservation*. It speaks of eight broad principles, describes general strategies that support each principle, and finally lists concrete actions that, when fully realized, strengthen the Department's mission to protect and share special natural, scenic, recreational and historic places.

At the end of each year, Oregon Parks and Recreation Department managers gather to build work plans for the following 12 months. These work plans directly relate to the Centennial Horizon's concrete actions.

This report is the first of a twice-yearly update on the status of the Department's highest-priority work plans, and how they relate to the actions and strategies described in the Centennial Horizon, and an overall assessment of progress toward each of the eight principles.

Previous Action by Commission: Adoption of Centennial Horizon document on September 18, 2008.

Action Requested: None

Prepared By: Chris Havel, Tim Wood



Centennial Horizon Progress Update

Action on annual work plans Jan-Nov 2009

Each year, managers plan their work to support the principles and actions detailed in the Centennial Horizon vision. Key managers meet every quarter to review the status of the highest-priority plans, and the Director's Office reports a summary version of the year-to-date to the Commission every six months.

1. Overall progress by principle

Centennial Horizon Principle	Status gauge				# projects
	Defer	Planning	Doing	Done	
1: Save Oregon's Special Places	10%	15%	65%	10%	20
2: Meaningful Experiences	5%	20%	65%	10%	28
3: Taking the Long View	0%	15%	80%	5%	17
4: Education and Outreach	5%	20%	55%	20%	23
5: Build with Purpose & Vision	10%	20%	55%	15%	11
6: Attract and Inspire Partners	5%	20%	65%	10%	18
7: Prioritize Based on the Vision	0%	35%	55%	10%	13
8: People Who Love their Work	0%	40%	60%	0%	12

2. Major projects in progress and completed

Principle 1: Save Oregon's Special Places

- Create Natural Resources Coordinators in each regionComplete
- Rocky Shores Management Plans.....90% complete

Principle 2: Connect People to meaningful Outdoor Experiences

- Open Iwetemlaykin.....Complete
- Design Natural Play Area at Silver Falls State Park.....Complete

Principle 3: Taking the Long View

- Bates State Park Master Plan90% complete

Principle 4: Engage People through Education and Outreach

- U of O Field School at Poultry BuildingComplete
- Expand "Let's Go Camping" program.90% complete

Principle 5: Build the State Park System with Purpose and Vision

- Develop Scenic Bikeways website.Complete
- Facilitate Sandy River water trail plan.....95% complete

Principle 6: Attract and Inspire Partners

- Compete re-location of Silver Falls Nature Store.....Complete
- Offer in-house training to external partners.....Complete

Principle 7: Prioritize Based on the Vision

- Comprehensive park planning implementationComplete
- Streamline cultural resource regulatory processes.....80% complete

Principle 8: Parks will be Tended by People Who Love their Work

- Participate in OSU Job FairComplete
- Annual training for interpretative servicesComplete

3. Sample projects still waiting in wings

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PARKS AND RECREATION DEPARTMENT

DIVISION 50

HISTORIC PRESERVATION OFFICER

Procedural Rules

736-050-0001

Authority, Purpose and Policy

(1) Authority: The authority for this rule is granted to the State Historic Preservation Officer in accordance with ORS 358.545.

(2) Purpose: These rules clarify the statutory requirement for participation in the Special Assessment of Historic Property program as provided in ORS 358.480 to 358.565.

(3) Policy: One of the goals of the State Historic Preservation Officer is to maintain, preserve and rehabilitate properties of Oregon historical significance through historic preservation incentive programs, thereby creating a positive partnership between the public good and private property that promotes economic development, tourism, energy and resource conservation, neighborhood, downtown, and rural revitalization, efficient use of public infrastructure, and civic pride in our shared historical and cultural foundations.

Stat. Auth.: [ORS 183](#)

Stats. Implemented: [ORS 183.341](#)

Hist.: HPO 2, f. & ef. 9-10-76

736-050-0002 - Repeal

Stat. Auth.: ORS 183.341

Stats. Implemented: ORS 183.341(4)

Hist.: HPO 2, f. & ef. 9-10-76; PR 2-1992, f. & cert. ef. 5-1-92; PR 13-1994, f. & cert. ef. 12-5-94; PRD 9-2008, f. & cert. ef. 10-15-08

736-050-0005 - Repeal

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 183.341(1)

Hist.: HPO 1-1978, f. & ef. 4-26-78; PR 1-1984, f. & ef. 1-6-84; PR 4-1986, f. & ef. 4-

28-86; PR 4-1988, f. & cert. ef. 8-22-88; PR 2-1992, f. & cert. ef. 5-1-92; PR 13-1994, f. & cert. ef. 12-5-94; PR 1-1996, f. & cert. ef. 1-5-96; PRD 5-1998, f. & cert. ef. 4-15-98; PRD 2-2002, f. & cert. ef. 1-15-02

Special Assessment of Historic Property

736-050-0100

Special Assessment of Historic Property

Oregon Revised Statutes 358.480 to 358.545 provide the process for applying for a special assessment of historic property.

Stat. Auth.: ORS 358

Stats. Implemented: ORS 358.545

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02

736-050-0105

Definitions

As used in OAR 736-050-0100 through 736-050-0150, unless the context requires otherwise:

(1) "Continuing Qualification Review" means a review of a property special assessment by SHPO in response to a request by a county assessor, local landmark commission or governing body to determine if the property continues to qualify for a special assessment.

(2) "National Register" means the National Register of Historic Places maintained by the United States Department of the Interior.

(3) "Preservation Plan" is defined in ORS 358.480 (16).

(4) "SHPO" means the State Historic Preservation Officer appointed by the Governor pursuant to ORS 358.565 or the State Historic Preservation Office, depending on the context.

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.545

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0110 - Repeal .

Stat. Auth.: ORS 358.485

Stats. Implemented: ORS 358.545

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0112

Requirement for Owner Expenditure

Under ORS 358.487(2)(a) the 10% expenditure requirement can include the value of donated materials, labor and/or services

736-050-0115 - Repeal

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.490 & 358.495

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0120

Owner and SHPO Responsibilities

(1) An owner of specially-assessed property is responsible for maintaining the property in good condition. Noticeable deterioration of a property, or a failure to complete rehabilitation or other work required in a Preservation Plan during the time period designated, unless otherwise amended, may be sufficient cause for the SHPO to seek mandatory remedial action and/or to initiate removal of the property's special assessment pursuant to OAR 736-050-0135.

(2) An owner of specially assessed property is responsible for providing the SHPO with a current mailing address and other contact information.

(3) The SHPO shall monitor owner compliance with program requirements by requesting such information from owners as is directly related to matters set forth in ORS 358.475 to 358.545 or in these rules. If an owner does not respond to the request by providing the required information within the specified time, the SHPO may seek mandatory remedial action and/or initiate removal of the property's special assessment pursuant to OAR 736-050-0135.

(4) Participants who entered the program prior to September 28, 2009:

(a) Must submit Preservation Plan updates to the SHPO in the 5th, 10th and 14th year of the 15-year benefit period in lieu of the reporting schedule in ORS 358.543(1); and

(b) Are exempt from the requirement to submit a report by the end of the fifth year demonstrating compliance with the expenditure commitment under the Preservation Plan as described in ORS 358.487(2)(a).

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.575, 358.480, 358.535 & 358.545(1)

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06; PRD 2-2007, f. & cert. ef. 2-8-07; PRD 3-2007, f. & cert. ef. 4-13-07

736-050-0125

Changes and Alterations to Properties Approved for Special Assessment

(1) Pursuant to ORS 358.565, the SHPO delegates special assessment application and design review approval authority to the Deputy State Historic Preservation Officer (DSHPO). The DSHPO shall rely on the expertise of qualified staff in making program decisions.

(2) Owners shall apply in writing on forms provided by the SHPO or the governing body, whichever is appropriate, for review and written approval before undertaking any work on specially-assessed property.

(3) Additional material may include photos, drawings, as well as product and work descriptions.

(4) A change permissible in one circumstance does not necessarily constitute justification or a precedent for a similar change in another circumstance. The SHPO shall evaluate proposed changes on a case-by-case basis.

(5) Governing bodies approved by the SHPO for conducting historic reviews must have:

(a) A historic preservation ordinance or historic design guidelines based on the historic rehabilitation standards, as defined in ORS 358.480(12); and

(b) Demonstrated expertise interpreting and implementing the historic rehabilitation standards..

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.545(2)

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0130 - Repeal

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.543

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0135

Removal of Special Assessments

(1) The SHPO may investigate a property's continued qualification for special assessment by its own initiative or at the request of other parties as described in ORS 358.509. SHPO may contact the property owner informally to determine the basic merits of the concerns.

(2) If changes to the property have been approved by the local governing body in accordance with ORS 358.543(4) and are part of the approved Preservation Plan, then SHPO cannot disqualify the property, and no further investigation will be pursued.

(3) If, in SHPO's opinion, further investigation is warranted, SHPO shall contact the property owner in a timely manner by certified letter to request a report as authorized by ORS 358.535, and, if deemed appropriate, a site inspection. The letter shall include:

- (a) Property identification;
- (b) Reason for request of information;
- (c) Request for a detailed response; and
- (d) Information on appeal process..

(4) The property owner must submit a written report to SHPO within 30 days of receipt of the letter addressing all of the issues outlined in the letter. Failure to respond or to address all of the issues may be grounds for disqualification of the property from special assessment.

(5) SHPO shall respond to the property owner's report within 30 days from one of the following determinations:

- (a) Continues to qualify;
- (b) Continues to qualify with conditions. If the conditions are not met within the specified time, SHPO may initiate disqualification without further notice; or
- (c) No longer qualifies.

(6) The determination by SHPO shall be in writing and shall be sent to the property owner, the county assessor, and the governing body.

(7) A property owner may appeal the SHPO's determination to the HARC (ORS 358.522) in accordance with the appeal process described in OAR 736-050-0140.

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.509, 358.515 & 358.525

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0140

Appeal Process

(1) The Historic Assessment Review Committee (HARC) is the appeals body for all decisions made by the SHPO. The HARC will establish procedures for an appeal.

(2) An owner may appeal a ruling by requesting a contested case hearing pursuant to the provisions of ORS 183.413 to 183.425 and 183.440 to 183.470. An appeal must be filed no later than 30 calendar days after the date a decision is made by the HARC.

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.545

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0150 - Repeal

Stat. Auth.: ORS 358

Stats. Implemented: ORS 358.540

Hist.: PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

PARKS AND RECREATION DEPARTMENT

DIVISION 50

HISTORIC PRESERVATION OFFICER

Procedural Rules

736-050-0001

~~Statutory Authority, Purpose and Policy~~
Procedure

~~(1) Authority: The authority for this rule is granted to the State Historic Preservation Officer in accordance with ORS 358.545.~~

~~(2) Purpose: These rules clarify the statutory requirement for participation in the Special Assessment of Historic Property program as provided in ORS 358.480 to 358.565.~~

~~(3) Policy: One of the goals of the State Historic Preservation Officer is to maintain, preserve and rehabilitate properties of Oregon historical significance through historic preservation incentive programs, thereby creating a positive partnership between the public good and private property that promotes economic development, tourism, energy and resource conservation, neighborhood, downtown, and rural revitalization, efficient use of public infrastructure, and civic pride in our shared historical and cultural foundations. Oregon Laws 1975, Chapter 514, Section 11 provides that the State Historic Preservation Officer shall adopt rules necessary to carry out the purpose of the act which relates to implementation of a special tax assessment applicable to historic property. Oregon Laws 1975, Chapter 759, Section 6 requires that all agencies shall adopt rules on procedure to be utilized in the adoption of rules.~~

Stat. Auth.: [ORS 183](#)

Stats. Implemented: [ORS 183.341](#)

Hist.: HPO 2, f. & ef. 9-10-76

736-050-0002 - **Repeal**

Notice of Proposed Rules

~~Prior to the adoption, amendment, or repeal of any permanent rule, the State Historic Preservation Officer shall give notice of the intended action:~~

~~(1) In the Secretary of State's Bulletin referred to in ORS 183.360, at least 21 days before the effective date of the rule;~~

~~(2) By mailing a copy of the notice to persons on the State Historic Preservation Officer's mailing list established pursuant to ORS 183.335(8) at least 28 days before the effective date of the rule; and~~

~~(3) By mailing a copy of the notice to the legislators specified in ORS 133.335(15) at least 49 days before the effective date of the rule; and~~

~~(4) By mailing or furnishing a copy of the notice to:~~

~~(a) The Associated Press; and~~

~~(b) The Capitol Press Room.~~

Stat. Auth.: ORS 183.341

Stats. Implemented: ORS 183.341(4)

Hist.: HPO 2, f. & ef. 9-10-76; PR 2-1992, f. & cert. ef. 5-1-92; PR 13-1994, f. & cert. ef. 12-5-94; PRD 9-2008, f. & cert. ef. 10-15-08

736-050-0005 -Repeal

Model Rules of Procedure

~~The State Historic Preservation Officer hereby adopts the Attorney General's Model Rules of Procedure under the Administrative Procedures Act as amended and effective October 3, 2001.~~

~~[ED. NOTE: The full text of the Attorney General's Model Rules of Procedure is available from the office of the Attorney General or State Parks and Recreation Department.]~~

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 183.341(1)

Hist.: HPO 1-1978, f. & ef. 4-26-78; PR 1-1984, f. & ef. 1-6-84; PR 4-1986, f. & ef. 4-28-86; PR 4-1988, f. & cert. ef. 8-22-88; PR 2-1992, f. & cert. ef. 5-1-92; PR 13-1994, f. & cert. ef. 12-5-94; PR 1-1996, f. & cert. ef. 1-5-96; PRD 5-1998, f. & cert. ef. 4-15-98; PRD 2-2002, f. & cert. ef. 1-15-02

Special Assessment of Historic Property

736-050-0100

Special Assessment of Historic Property

Oregon Revised Statutes 358.480 to 358.545 provide the process for applying for a special assessment of historic property. OAR 736-050-0100 through 736-050-0150 establish:

- ~~(1) The eligibility and submission requirements for special assessment applications and reapplications;~~
- ~~(2) The procedures and criteria the State Historic Preservation Officer shall use when approving applications and reapplications for special assessment as historic property;~~
- ~~(3) The owner's responsibilities under the Special Assessment program;~~
- ~~(4) The procedures and criteria the State Historic Preservation Officer shall use when approving changes, alterations and new construction on specially assessed properties;~~
- ~~(5) The procedures and criteria the State Historic Preservation Officer shall use when removing the special assessment;~~
- ~~(6) The procedures for appeal of SHPO decisions regarding special assessment; and~~
- ~~(7) The requirements for Preservation and Renovation Plans.~~

Stat. Auth.: ORS 358

Stats. Implemented: ORS 358.545

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02

736-050-0105

Definitions

As used in OAR 736-050-0100 through 736-050-0150, unless the context requires otherwise:

- ~~(1) "Continuing Qualification Review Advisory Committee" means a review of a property special assessment by SHPO in response to a request by a county assessor, local landmark commission or governing body to determine if the property continues to qualify for a special assessment. the State Advisory Committee on Historic Preservation appointed by the Governor pursuant to ORS 358.622.~~
- ~~(2) "Alteration" means the act of changing, making different, or removing the elements of a building, structure, landscape, or outbuilding, and can include but is not limited to elements or features such as: Barns, sheds, garages, porches, additions (historic and non-historic), windows, storm windows (interior or exterior), roofs, dormers, siding, foundations, doors, ornament and trim elements in any material, floors, light fixtures, bathrooms, kitchens, bedrooms, walls, ceilings, stairs and railings, beamed or coffered~~

ceilings, fireplaces, built-in cabinetry, wainscoting, paneling, moldings, brackets, as well as the finishes and materials of which these features or elements are made. Exterior paint colors are included. For site or landscape alteration, features or elements include, but are not limited to: Site relationships of buildings and structures, including orientation; character-defining landscape features such as views and topography; original landscape material such as trees, shrubs, water features, fountains, paving, trellises, arbors, gazebos, greenhouses, rockwork, retaining walls, paths, stairways, gates, and fences.

(3) "Governing Body" means the legislative body of the city within which an historic property is located, or the legislative body of the county if the property is not located within a city.

(4) "Historic District" means a geographically definable area, urban or rural, possessing a significant concentration, linkage, or continuity of historic sites, buildings, structures or objects unified by past events or aesthetically by plan or physical development. A district may also comprise individual noncontiguous elements separated geographically, but linked by association or history.

(5) "Historic Property" means real property that:

(a) Is individually listed in the National Register of Historic Places; or

(b) Has been individually recommended for nomination to the National Register of Historic Places by the State Advisory Committee on Historic Preservation; or

(c) Is within the boundaries of and contributes to the historical character of an historic district that is listed in the National Register, or an historic district that has been recommended by the Advisory Committee for nomination to the National Register; or

(d) Is within the boundaries of, and has the potential to contribute to the historical character of, an historic district that is listed in the National Register, or an historic district that has been recommended by the Advisory Committee for nomination to the National Register. The burden of proof is on the applicant. The SHPO shall make the final determination of a property's potential to contribute to historic district character.

(6) "Landmarks Commission" means an entity that has been formally designated by a governing body to consider matters pertaining to historic property and cultural resources within the jurisdiction of the governing body.

(7) "SHPO" means either the State Historic Preservation Officer appointed by the Governor pursuant to ORS 358.565 or the State Historic Preservation Office, depending on the context.

(8) "National Register" means the National Register of Historic Places maintained by the United States Department of the Interior.

~~(39) "Preservation Plan~~New construction" is defined in ORS 358.480 (16).~~includes, but is not limited to:~~

~~(a) An additional new building, structure, or other physical improvement separate from the existing building mass, including but not limited to a parking area to be used or in use for commercial purposes;~~

~~(b) An enlargement of the exterior mass or envelope of an existing building, structure, or physical improvement;~~

~~(c) Any story or stories added to an existing building, structure, or physical improvement.~~

~~(10) "Owner" means one or more who own a majority interest in real property, including a purchaser under recorded instrument of sale.~~

~~(41) "DSHPO" means the Deputy State Historic Preservation Officer appointed by the Governor pursuant to ORS 358.565 or the State Historic Preservation Office, depending on the context, who is manager of the State Historic Preservation Office.~~

~~(12) "Americans with Disabilities Act" means the Americans with Disabilities Act of 1990 (P.L. 100-336), as amended as it pertains to removal of architectural barriers under Title III of the Act.~~

~~(13) "Commercial Property" means depreciable real property used in trade or business or held for the production of income, including multi-family residential rental property, that is depreciated for federal income tax purposes and is not used as a personal residence of the owner.~~

~~(14) "Energy Conservation Measures" means those work items which improve the overall energy efficiency of a building.~~

~~(15) "Historic Assessment Review Committee" (HARC) means the three-member committee appointed by the Governor to review and develop final orders in contested case hearings with regard to the special assessment program.~~

~~(16) "Preservation Plan" means a written preservation, rehabilitation, and maintenance proposal submitted by the owner with a special assessment application or reapplication and approved by, and from time to time be amended in consultation with, the SHPO.~~

~~(17) "The Secretary of the Interior's Standards for the Treatment of Historic Properties" is a document published by the National Park Service that includes standards for the Preservation, Rehabilitation, Restoration, or Reconstruction of historic properties. Any of the standards may be proposed in a Preservation Plan. Only the Rehabilitation standards are used to judge the appropriateness of proposed alterations and additions to historic property under section 736-050-0130 of this rule.~~

(18) "Rehabilitation" means the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.

(19) "Renovation Plan" means a written proposal submitted by an owner of commercial property in connection with a reapplication for special assessment which details measures to be taken for purposes of either Americans with Disabilities Act compliance, seismic improvement, or energy conservation.

(20) "Seismic Improvement" means construction or other measures that improve the seismic performance or structural stability of a property, or that reduce the potential for heavy structural damage to a property in the event of an earthquake.

(21) "Significant Investment" means, relating to reapplications of commercial property only, an investment that maintains or returns a property to a high level of architectural, landscape or structural integrity based on the historic record or professional analysis and which promotes compliance with the requirements of the Americans with Disabilities Act (ADA) or results in seismic or energy conservation improvements.

(22) "Maintenance" means the process of mitigating the wear and deterioration of a property without altering the historic character of the property, including action taken to protect and repair the condition of the property with the least possible impact on the historic character of the property.

(23) "Preservation" means:

(a) The process of applying measures necessary to sustain the existing form, integrity, and materials of a historic property, including but not limited the ongoing maintenance and repair of historic materials but;

(b) Not including the extensive replacement of historic materials or new construction.

(24) "Restoration" means the process of accurately depicting the forms, features and character of a property as it appeared at a particular period of time, by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period.

(25) "Reconstruction" means the process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location.

(26) "Real Market Value" has the meaning given in ORS 308.205.

(27) "Tax Year" means a period of 12 months beginning on July 1 (ORS 308.007(1)(c)).

~~(28) "Net Rentable Area" means the square footage of floor space within a building available to rent. It excludes, common areas, service areas, mechanical rooms, storage rooms, and chases.~~

~~(29) "Residential Property" means real property that is used as a personal residence of the owner and is not depreciable for federal income tax purposes.~~

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.545

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0110 - Repeal

~~Application and Reapplication for Special Assessment~~

~~(1) An owner who desires a first term of Special Assessment shall submit a complete application on forms supplied by the State Historic Preservation Office (SHPO). An owner who desires an additional term of Special Assessment shall submit a complete reapplication on forms supplied by the SHPO. The application or reapplication must:~~

~~(a) Be received and acknowledged in writing as complete by the SHPO during the calendar year preceding the first tax year for which classification and special assessment as historic property is desired. Applications and reapplications are accepted and acknowledged in writing only.~~

~~(b) Include documentation from the applicable County Assessor of the subject property's current assessed and real market values. If an application is for only part of a property listed in the assessor's rolls, or if a total property value is to be divided upon approval of an application, an owner must request the county assessor to provide the assessed value of that part of the property that is subject to the application. In this case the assessor must initial the statement of assessed value on the application/affidavit form, or provide a letter that states the assessed value of the property that is subject to the application. In any case, an application must contain or be accompanied by written information or other documents that enable an owner, the assessor, the HARC and the SHPO to clearly understand the extent and current assessed value of the property that is subject to the application;~~

~~(c) Include an application fee of one third of one percent (.0033) of the real market value of the property that is the subject to of the application. The value to be used when computing the fee is the current real market value of land and improvements combined, as determined by the County Assessor.~~

EXAMPLE: The fee for a property with a real market value of \$30,000 for land and \$70,000 for improvements would be: $\$100,000 \times .0033 = \333.00 . The fee must be paid

by certified check or money order made payable to the Oregon Parks and Recreation Department;

(d) Include a reasonably accurate plan drawing of all floors, and labeled, archivally stable color print images (no Polaroid photographs) of each building or landscape that is a subject of the application. The images must clearly show the physical condition of each exterior elevation, and complete views of each historically significant interior spaces, rooms or features of each building or landscape that is a subject of the application. The SHPO shall make the final determination of a property's historic significance. If an owner has questions about historic significance, the SHPO should be consulted prior to application or reapplication.

(e) Include a Preservation Plan as described in OAR 736-050-0150 of these rules; Forms and instructions for completing Preservation Plans, and completed examples, are available from the SHPO or online at: www.hed.state.or.us.

(f) For a reapplication of a commercial property, include a Renovation Plan as described under OAR 736-050-0150. Instructions for completing Renovation Plans and a completed example are available from the SHPO or online at: www.hed.state.or.us.

(g) Include an affidavit on a form provided by the SHPO to be read and signed by the applicant testifying to the fact that applicant has read and understands the responsibilities and requirements of participation in the program, and consents to providing access to and viewing of the property, interior and exterior, by the SHPO or SHPO staff.

(h) If a reapplication for residential property, provide evidence that the local jurisdiction has adopted an ordinance or resolution supporting an additional period of special assessment for same within the jurisdiction.

(2) The special assessment applies to all of the property that is described in an application, including all significant historic buildings, landscape features, and outbuildings. The SHPO shall make the final determination of a property's historic significance. If an owner desires part of a property not to be designated historic and specially assessed, the owner must so state in the application. If approved by the SHPO, this consideration will be reflected in the county assessor's appraisal of the property.

(3) An owner whose property is not yet listed in the National Register but that has been recommended for listing by the State Advisory Committee on Historic Preservation may make an application for special assessment in the calendar year preceding the tax year the owner wishes the special assessment to begin. If the property is not listed in the National Register by September 15 of the year for which special assessment is first desired, the application shall be considered an application submitted and acknowledged for the tax year next beginning after the date the property is actually listed.

(4) An application or reapplication not denied on or before September 15 of the year for which special assessment is first desired shall be deemed approved, and the property that

~~is the subject of the application shall be considered to be historic property that qualifies under ORS 358.480 to 358.545.~~

Stat. Auth.: ORS 358.485

Stats. Implemented: ORS 358.545

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0112

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Requirement for Owner Expenditure

Under ORS 358.487(2)(a) the 10% expenditure requirement can include the value of donated materials, labor and/or services

736-050-0115 - Repeal

Acceptance and Review of Special Assessment Applications

~~(1) Within 15 working days of receipt of an application or reapplication for special assessment, the SHPO shall determine if the subject property qualifies as "historic property" as described in OAR 736-050-0105(5) and if the application is complete. The SHPO staff shall return applications, including fees, for properties that do not qualify as historic property. The SHPO staff shall return incomplete or inaccurate applications, including fees, or may request additional or corrected information if the application is substantially accurate and complete. Upon determination that the subject property qualifies as historic property, and that the application is complete, the SHPO shall acknowledge its acceptance to the applicant in writing, and forward copies of the application to the applicable county assessor and governing body. The date of the SHPO acceptance letter shall be deemed the date of the application for purposes of this rule. No fees shall be returned once an application has been accepted by the SHPO.~~

~~(2) The SHPO shall consider recommendations of the county assessor relating to accuracy and completeness of property description and other matters within the county assessor's expertise in determining whether a property qualifies for special assessment.~~

~~(3) The SHPO shall consider the governing body's recommendations relating to public benefit when determining whether a property qualifies for special assessment. "Public benefit" recommendations should relate to the historic preservation element, if any, of the governing body's Comprehensive Plan and to the policy statement found in ORS 358.475.~~

~~(4) Following acceptance of an application in writing, the SHPO staff shall review it to determine whether it meets the criteria for approval in section (9) of this rule.~~

~~(5) If the SHPO does not receive a recommendation from the county assessor, or the governing body by the end of the business day on the 30th calendar day after the date of the SHPO's cover letter forwarding an application to them, the application shall be considered recommended for approval by those entities.~~

~~(6) Properties within the boundaries of an historic district may or may not have the potential to contribute to the historical character of the district. For example, "contributing" properties, as designated in the original nomination document, may have been so altered prior to an application for special assessment as to no longer convey historic character and with "non-contributing" rankings may nonetheless possess the potential to contribute to the district's historic character. Therefore, before accepting an application for a property located in an historic district, the SHPO shall determine whether or not the property contributes, or has the potential to contribute, to the character of the district. The burden of proof is on the applicant. Recommendations from the applicable Landmarks Commission, if one exists in the local jurisdiction, shall be requested and considered before a this determination is made. Properties that have been determined by the SHPO not to contribute, or that lack the potential to contribute to the historical character of an historic district, shall not be eligible for special assessment.~~

~~(7) The SHPO may approve all or only part of a property described in an application for special assessment. In an application an owner must identify the specific parcel of land to be certified for special assessment by plot number, assessor's tax lot number, a dimensioned plot plan, a metes and bounds description, or other accurate means of description. In rural areas, the SHPO may approve about one acre per building. (For example, a farmhouse, barn, and smoke house listed in the National Register might receive special assessment for a three-acre parcel on which these buildings are located.) Exceptions to this policy will be made by the SHPO only when a larger parcel is needed to contain significant historic buildings and landscapes, or if exceptional circumstances are demonstrated.~~

~~(8) An owner of historic property applying for special assessment is entitled to any other exemption or special assessment provided by law. If the property has an existing exemption(s) or multiple exemptions are being considered at time of application, an owner shall consult with the county assessor's office to establish the historic property's assessed value and/or boundaries for purposes of determining an application value pursuant to OAR 736-050-0110(1)(b).~~

~~(9) In order to approve an application, the SHPO must find that:~~

~~(a) The treatment proposed in the Preservation and/or Renovation Plan(s) meets the applicable Secretary of the Interior's Standards for the Treatment of Historic Property;~~

~~(b) The combined rehabilitation, maintenance, and preservation proposed will result in a property that substantially conveys its historic character; and, for a Commercial Property reapplication, that the proposal constitutes a significant investment that promotes~~

~~compliance with ADA requirements, seismic improvements, or energy conservation improvements to the property;~~

~~(e) The combined rehabilitation, maintenance, and preservation work items proposed will be completed in a timely manner.~~

~~(10) The SHPO may impose conditions and timelines on the approval of an application in order to bring it into conformance with the criteria listed in section (9) of this rule.~~

~~(11) The SHPO may deny an application or reapplication that does not meet the criteria listed in section (9) of this rule.~~

~~(12) The applicant may appeal any matter relating to an application for special assessment under the terms established in OAR 736-050-0140.~~

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.490 & 358.495

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0120

Owner and SHPO Responsibilities

(1) An owner of specially ~~assessed~~ property is responsible for maintaining the property in good condition. ~~Noticeable deterioration of a property, or a failure to complete rehabilitation or other work required in a Preservation and/or Renovation Plan during the time period designated, unless otherwise amended, may be sufficient cause for the SHPO to seek mandatory remedial action and/or to initiate removal of the property's special assessment pursuant to OAR 736-050-0135.~~

~~(2) Pursuant to subsections (a) through (h) of this section, an owner must provide a reasonable opportunity for members of the public to visit the property at least one day a year, except national holidays. Failure to comply with these requirements may be sufficient cause for the SHPO to seek mandatory remedial action and/or to initiate removal of property's special assessment pursuant to OAR 736-050-0135.~~

~~(a) On forms provided by the SHPO, or the equivalent, an owner shall notify the SHPO in writing of the open house visitation date no later than the tenth day of the month prior to the month in which the chosen date occurs. The property must be open to the public for four consecutive hours between 9 a.m. and 9 p.m.~~

~~(b) Within 14 calendar days after an open house is held, an owner shall return the completed and signed open house affidavit/guest list form provided by the SHPO, or an equivalent substitute, confirming that the open house was held on the date and time~~

~~specified. The affidavit/guest or a substitute form must be made available to be signed by those attending the open house.~~

~~(c) The SHPO may approve a request for waiver of the open house requirement under the following circumstances:~~

~~(A) A waiver may be granted if significant interior or exterior rehabilitation is underway and will not be completed by December 31 of the calendar year, or if the SHPO believes that requiring the property to be open would endanger the public. If the rehabilitation is completed and the premises certified occupiable by the applicable local building official during the calendar year, the owner must hold an open house, and must notify the SHPO as outlined in subsection (a) of this section. A waiver form will be provided by the SHPO upon request of the property owner;~~

~~(B) A waiver may be requested and granted in the case of hardship or unexpected circumstances that make it impossible for the owner to hold an open house within a calendar year. Request for a waiver must be in writing and must explain the extenuating circumstances.~~

~~(d) During a waiver period granted under subsection (c) of this section, the SHPO may require an interpretive display to be placed on the property or its grounds by the owner, in an area visible to the public, but which will not present a danger to the public or interfere with construction activity. The display shall contain at a minimum: historic name of property as indicated on National Register nomination form (if known); date of construction; and other interpretive information regarding the property's historic or architectural significance;~~

~~(e) An owner of a property, parts of which are routinely open to the public without charge, must nonetheless make provision for the public to view all significant parts of the building, including those areas not normally available for public viewing. Owners of properties that are routinely open to the public for a fee, such as theaters or privately-operated house museums, must make provision for free public visitation one day a year;~~

~~(f) Open houses that are held as a part of community sponsored events, or as fund raising events for nonprofit organizations will satisfy the mandatory open house requirement provided that:~~

~~(A) The event is open to the public; and~~

~~(B) The property owner receives no fee that is charged to enter the specially assessed property.~~

~~(g) Owners of apartment buildings, condominiums, or other multi family unit buildings that are under special assessment must make provision for viewing by the public of public areas and at least one representative unit of the apartment, condominium, or multi-family dwelling;~~

~~(h) Owners of residential property may restrict interior areas open to the public to spaces or rooms such as living rooms, parlors, dining rooms, hallways, stair halls, or other areas not normally deemed as "private." "Private" means rooms such as bedrooms, closets, bathrooms, or dressing rooms, unless the owner wishes to open these areas for public viewing. The public must have physical access throughout the areas that are open for public viewing.~~

~~(3) An owner of specially assessed property certified after July 1, 1996 shall install a SHPO approved plaque on the property in a location that is readable from the public right of way. The plaque shall include the historic name of the property as indicated in the National Register nomination, the date of construction, and language that identifies it as a National Register listed property, and as a participant in the Special Assessment Program. Plaques meeting these requirements will be offered for purchase from the SHPO at the time the property is certified for Special Assessment. Failure to comply with this requirement may be sufficient cause for the SHPO to seek mandatory remedial action and/or to initiate removal of the property's special assessment pursuant to OAR 736-050-0135.~~

~~(4) An owner of specially assessed property is responsible for providing the SHPO with a current mailing address and other contact information.~~

~~(35) The SHPO shall monitor owner compliance with program requirements by one or more of the following:~~

~~(a) Requesting access to inspect a property and determine its condition. An owner shall allow SHPO staff access with reasonable notice and at reasonable times. If an owner does not allow access, the SHPO may seek mandatory remedial action and/or initiate removal of the property's special assessment pursuant to OAR 736-050-0135;~~

~~(b) Requesting such information from owners as is directly related to matters set forth in ORS 358.475 to 358.545 or in these rules. If an owner does not respond to the request by providing the required information within the specified time, the SHPO may seek mandatory remedial action and/or initiate removal of the property's special assessment pursuant to OAR 736-050-0135;~~

~~(c) Attending random open house events. If an open house is not held at the time specified, the SHPO may seek mandatory remedial action and/or initiate removal of the property's special assessment pursuant to OAR 736-050-0135.~~

~~(46) Participants who entered the program prior to September 28, 2009:~~

~~(a) Must submit Preservation Plan updates to the SHPO in the 5th, 10th and 14th year of the 15-year benefit period in lieu of the reporting schedule in ORS 358.543(1); and~~

~~(b) Are exempt from the requirement to submit a report by the end of the fifth year demonstrating compliance with the expenditure commitment under the Preservation Plan~~

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~~as described in ORS 358.487(2)(a) Once a month the SHPO shall issue a general press release announcing the dates, times, and locations of those specially assessed properties which will be open to the public in the following month, and including other particulars about the special assessment program.~~

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.575, 358.480, 358.535 & 358.545(1)

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06; PRD 2-2007, f. & cert. ef. 2-8-07; PRD 3-2007, f. & cert. ef. 4-13-07

736-050-0125

Changes and Alterations to Properties Approved for Special Assessment

(1) Pursuant to ORS 358.565, the SHPO delegates special assessment application and design review approval authority to the Deputy State Historic Preservation Officer (DSHPO). The DSHPO shall rely on the expertise of qualified staff in making program decisions.

~~(2) Owners shall apply in writing on forms provided by the SHPO or the governing body, whichever is appropriate, for review, and ~~receive~~ written approval before undertaking any work on specially-assessed property alteration of, or new construction on specially-assessed property. Definitions for "Alteration" and "New Construction" are found in OAR 736-050-0105. ~~Previously altered spaces, rooms or features, such as kitchens and bathrooms, are exempt from the provisions of this section, unless the owner proposes to demolish or relocate historic features such as walls, windows, or detailing as a part of the proposal, or is proposing to alter the plan configuration to accommodate additions or other new construction.~~~~

~~(3) Additional material may include photos, drawings, as well as product and work descriptions Portions of a specially assessed property that are leased or rented by an owner is are also subject to the design review requirements of this rule. Owners are responsible for any action that lessees or renters take that may affect the historic character of the property.~~

~~(4) A change permissible in one circumstance does not necessarily constitute justification or a precedent for a similar change in another circumstance. The SHPO shall evaluate proposed changes on a case-by-case basis a minimum, applications shall include:~~

~~(a) Sufficient current, archivally stable, color print images of each building, structure, or landscape that is a subject of the application, to convey the existing condition of the property;~~

~~(b) Written narrative that describes the proposal and explains what effects it will have on the historic character of the property; and~~

~~(c) Sufficient plan, elevation, section, and/or detail drawings to accurately convey the effect the proposal will have on the historic character of the property.~~

~~(5) Governing bodies approved by the SHPO for conducting historic reviews must have In order to approve applications for the alteration of, or new construction on specially assessed property, the SHPO staff must find that the proposal meets the Secretary of the Interior's Standards for Rehabilitation. These standards are:~~

~~(a) A historic preservation ordinance or historic design guidelines based on the historic rehabilitation standards, as defined in ORS 358.480(12); and~~

~~.property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment;~~

~~(b) Demonstrated expertise interpreting and implementing the historic rehabilitation standards.The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;~~

~~(c) Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken;~~

~~(d) Most properties change over time; those changes that have acquired historical significance in their own right shall be retained and preserved;~~

~~(e) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved;~~

~~(f) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence;~~

~~(g) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible;~~

~~(h) Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken;~~

~~(i) New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize a property. The new work shall be differentiated from~~

~~the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment;~~

~~(j) New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.~~

~~(6) Changes and alterations to a property that do not conform with all of these standards, or that are undertaken without prior SHPO approval may be sufficient cause for the SHPO to seek mandatory remedial action and/or to initiate removal of the property's special assessment pursuant to OAR 736-050-0135.~~

~~(7) A change or alteration permissible in one circumstance does not necessarily constitute justification or a precedent for a similar change or alteration in another circumstance. The SHPO shall evaluate proposed changes and alterations on a case-by-case basis.~~

~~[Publications: Publications referenced are available from the agency.]~~

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.545(2)

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0130 - Repeal

New Construction

~~(1) Additions to specially assessed property, otherwise meeting the definition of "new construction" in OAR 736-050-0105(9), may be determined not to be new construction for purpose of special assessment by the SHPO pursuant to section (2) of this rule.~~

~~(2) In order to determine new construction eligible for Special Assessment the SHPO must find:~~

~~(a) That the new construction accurately meets the definition(s) of restoration, reconstruction, or both in OAR 736-050-0105(23) and (24) respectively;~~

~~(b) That the new construction is required by the fire marshal or building official, to meet fire, life, safety, accessibility code requirements, or any combination thereof, and that the requirement cannot reasonably be accommodated within the existing structure;~~

~~(c) That the new construction meets the Standards in OAR 736-050-0125(5), and is used primarily for residential purposes (ORS 358.543(4)(a)(A)); or~~

~~(d) That the new construction meets the Standards in OAR 736-050-0125(5), and is used primarily for nonresidential purposes, and that when added to the total net rentable area~~

~~of the existing historic property, is less than or equal to the total net rentable area of the property that existed prior to the new construction.~~

~~(3) New construction that does not conform to all of the Standards, or that is undertaken without prior SHPO approval may be sufficient cause for the SHPO to seek mandatory remedial action; to initiate removal of the property's special assessment pursuant to OAR 736-050-0135; or both.~~

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.543

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0135

Removal of Special Assessments

~~(1) The SHPO may investigate a property's continued qualification for special assessment by its own initiative or at the request of other parties as described in ORS 358.509. SHPO may contact the property owner informally to determine the basic merits of the concerns may be removed at an owner's request or administratively by the SHPO.~~

~~(a) When a property is removed at an owner's request, the owner shall be liable for repayment of taxes and interest as described in ORS 358.525(1).~~

~~(b) Notwithstanding subsection (a) of this section, when a property is removed at an owner's request, the owner shall not be held liable for repayment of interest as described in ORS 358.525(1) if within two years of the removal,~~

~~(A) The property has been accepted into the special assessment program, and~~

~~(B) The property owner has spent an amount implementing an approved preservation plan for the property that equals or exceeds five times the amount of interest that would otherwise be payable under ORS 358.525(1).~~

~~(c) When a property is removed administratively, the owner shall be liable for repayment of taxes, interest, and a penalty as described in ORS 358.525(2).~~

~~(d) No repayment or penalty is required if the property is transferred to an ownership making it exempt from property taxation or is destroyed by accidental fire, vandalism or Act of God.~~

~~(e) If a property removed from special assessment continues to meet the definition of historic property in OAR 736-050-0105, a new application may be made for special assessment under OAR 736-050-0110. The county assessor will establish a revised assessed value.~~

~~(f) Upon sale or transfer of residential property to a new owner, the property is disqualified for special assessment unless:~~

~~(A) for properties with Preservation Plans, the new owner assents to the SHPO in writing to continue to implement the Preservation Plan;~~

~~(B) for properties without mandatory Preservation Plans (prior to 1995), the new owner assents to the SHPO in writing that they will notify the SHPO of any planned alterations/changes to the property, and receive approval from the SHPO for those alterations/changes.~~

~~(2) If changes to the The SHPO may determine a questionable property's have been approved by the local governing body in accordance with ORS 358.543(4) and are part of the approved Preservation Plan. continued qualification for special assessment on its own initiative, or at the request of a landmarks commission, governing body, or a county assessor. In order to initiate administrative removal of special assessment, then SHPO cannot disqualify the property, and no further investigation will be pursued must find that:~~

~~(a) Some or any of the "Owner's Responsibilities" described in OAR 736-050-0120 have not been met;~~

~~(b) Inappropriate changes or alterations have been made to the property;~~

~~(c) The property includes new construction that is not compatible with its historic character;~~

~~(d) Some or all features that define the historic character of the property have been removed or allowed to deteriorate beyond repair;~~

~~(e) A procedural error was made in approving the property for special assessment; or~~

~~(f) Repairs, improvements, maintenance, or other components of a Preservation Plan or a Renovation Plan have not been carried out in a timely manner.~~

~~(3) If, in A request for the SHPO's opinion, further investigation is warranted, SHPO shall contact the to determine if a property owner in a timely manner by certified letter to request a report as authorized by ORS 358.535, and, if deemed appropriate, a site inspection. The letter shall include:~~

~~(a) Property identification;~~

~~(b) Reason for request of information;~~

~~(c) Request for a detailed response; and~~

~~(d) Information on appeal process. continues to qualify for special assessment shall be in writing, and shall contain the address of the subject property, and the name and current mailing address of the property's owner. It must also state the reason or reasons why the complainant believes that the property no longer qualifies for special assessment. Upon receipt of such a request, the SHPO shall investigate the complaint. As part of the investigation, the SHPO may inspect the property and may request a report from the owner pursuant to ORS 358.535. The SHPO shall make a determination on the property's continuing qualification within 60 days of receipt of the request.~~

~~(4) The Upon receipt of a request to determine if a property owner must submit a written report to SHPO within 30 days of receipt of the letter addressing all of the issues outlined in the letter. Failure to respond or to address all of the issues may be grounds for disqualification of the property from special assessment. continues to qualify, the SHPO or a designated representative shall deliver a notice to the owner in person or by registered letter. The notice shall:~~

~~(a) Identify the property by historic name, street address, and assessor's tax number;~~

~~(b) State the reason why the continued qualification for special assessment is being questioned;~~

~~(c) Request a detailed response to each problem identified in the notice; and~~

~~(d) Identify how the owner can appeal a determination that the property no longer qualifies.~~

~~(5) Upon finding that a property no longer qualifies for special assessment, the SHPO shall respond to notify the county assessor in writing that the property owner's report within 30 days from one of the following determinations: is disqualified.~~

~~(a) Continues to qualify;~~

~~(b) Continues to qualify with conditions. If the conditions are not met within the specified time, SHPO may initiate disqualification without further notice; or~~

~~(c) No longer qualifies.~~

~~(6) TheA determination by the SHPO shall be in writing and shall be sent to the property owner, the county assessor, and the governing body. that a property continues to qualify may contain mandatory corrective measures that an owner shall undertake within a specified time in order to remedy or mitigate problems outlined in the notice. Failure to complete corrective measures in the time specified will be cause for disqualification without further notice.~~

~~(7) A property owner may appeal the SHPO's determination to the HARC (ORS 358.522) in accordance with the appeal process described in OAR 736-050-0140.~~

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.509, 358.515 & 358.525

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0140

Appeal Process

(1) The Historic Assessment Review Committee (HARC) is the appeals body for all decisions made by the SHPO. The HARC will establish procedures for an appeal.

~~(2) Any owner may appeal a ruling, governing body, or assessor affected by a determination of the SHPO with regard to special assessment may request~~ing a contested case hearing pursuant to the provisions of ORS 183.413 to 183.425 and 183.440 to 183.470. An appeal must be filed no later than 30 calendar days after the date a decision is made by the HARC~~SHPO~~.

~~(2) After a contested case hearing has been held, the Hearings Officer shall present the proposed order to the Historic Assessment Review Committee (HARC). The HARC shall determine the final order in the case.~~

Stat. Auth.: ORS 358.545

Stats. Implemented: ORS 358.545

Hist.: PR 7-1984, f. & ef. 12-6-84; PR 2-1992, f. & cert. ef. 5-1-92; PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

736-050-0150 - Repeal

Preservation and Renovation Plans

~~(1) A Preservation Plan submitted to the SHPO as part of the application or reapplication process for special assessment shall be on forms supplied by the SHPO and include:~~

~~(a) Property location and ownership information;~~

~~(b) A written narrative that briefly describes any significant people and events associated with the property, and states the property's period of historic significance;~~

~~(c) A chronology of the property's development, significant modification, and use, e.g. dates of physical construction and modifications over time, if any, including any known change in use prior to the date of application. The narrative should be based on the historical record, first-hand knowledge, physical evidence, or professional analysis;~~

~~(d) A written description of the property's exterior and interior architectural and landscape features, and their condition; and~~

~~(e) A prioritized treatment plan with general cost estimates, and approximate timelines for completion.~~

~~(2) A summary of documentation from a nomination of a National Register property may be substituted in the application for items (a) through (c) if the nomination contains all of the information required in those items.~~

~~(3) A Renovation Plan submitted for commercial property to the SHPO as part of the reapplication process for special assessment shall be on forms supplied by the SHPO and include:~~

~~(a) A narrative and graphic description of at least one of the three work items described below. This information shall include a cost estimate and timelines for completion of the work item(s) that falls within the period of the special assessment benefit:~~

~~(A) Accessibility improvements meeting the requirements of the Americans With Disabilities Act (ADA). These are work items to implement the removal of architectural barriers, based on professional analysis as referenced in subsection (c) of this section. They can include the addition of ramps or devices to facilitate entrance/ exit; changes to door widths, floor elevations, bathroom or shower facilities; or other appropriate treatments that eliminate or mitigate architectural barriers. The cost of eliminating architectural barriers is not required to exceed those values cited in ORS 447.241.~~

~~(B) Seismic safety structural improvements. These are work items to improve the seismic performance or structural stability of a property, based on professional analysis as referenced in subsection (c) of this section, and that reduce the potential for heavy structural damage to a property or improve life/safety performance in the event of an earthquake. Generally, they include the addition of floor stiffening materials; devices to tie floor systems to exterior walls; vertical frames or walls in various materials to reduce the potential for shear or to strengthen areas that have high risk of collapse; base isolation systems; parapet bracing devices, vibration dampening systems, or other appropriate treatments.~~

~~(C) Energy conservation improvement measures. These are work items that improve a property's energy performance based on professional analysis as referenced in subsection (c) of this section, and can include: installation of new HVAC systems; rehabilitation of existing historic windows to increase thermal efficiency; installation of various types of insulation systems and other appropriate treatments.~~

~~(b) All accessibility, seismic, and energy conservation measures contained in the Renovation Plan must meet the appropriate standards for access, seismic, and energy improvements as prescribed in the Oregon Structural Specialty Codes (OSSC), or other applicable codes for existing buildings.~~

~~(c) All ADA, seismic and energy conservation measures contained in the Renovation Plan shall be prioritized based on a comprehensive professional analysis of the building. The building's site shall also be considered in all analyses.~~

~~(4) For commercial property, the SHPO may allow an application for the federal investment tax credit (National Park Service Form #10-168) for the rehabilitation of the property to be substituted for a Preservation Plan, a Renovation Plan, or both provided the application calls for significant investment in the property and otherwise meets the requirements of this rule and OAR 736-050-0150 relating to the content of Preservation and Renovation Plans.~~

~~(5) Forms for Preservation and Renovation Plans shall be provided by the SHPO, and are available online at www.hed.state.or.us.~~

~~(6) SHPO staff may consult with property owners on the sufficiency of a Preservation and/or Renovation Plan prior to submittal of the application.~~

~~[ED. NOTE: Forms & Publications referenced are available from the agency.]~~

Stat. Auth.: ORS 358

Stats. Implemented: ORS 358.540

Hist.: PR 11-1995, f. & cert. ef. 12-21-95; PRD 4-2002, f. & cert. ef. 4-10-02; PRD 3-2006, f. & cert. ef. 5-8-06

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item: 5h

Information

Topic: Revision of Rules for Special Assessment of Historic Property Program

Presented by: Roger Roper

In light of SB-192 from the 2009 Legislative Session, revisions are being made to the administrative rules for the Special Assessment of Historic Property program. Under authority granted him by statute (ORS 358.545), the State Historic Preservation Officer (Tim Wood) has initiated this rulemaking process, and by doing so will allow for the completion of the process within the desired timelines. The proposed new rules (attached) will be discussed at public hearings in Salem and Portland on December 8th and 9th, respectively. The final draft of these rules will be brought to the Commission for adoption at its January meeting.

Note that the rules have been dramatically reduced in length. They now include only sections necessary for clarification of the statute. Previously they repeated language from the statute. This not only created a very long document, but one that was also redundant and even somewhat inaccurate, as rule revisions sometimes failed to keep up with all the changes that took place with the statute (typically every session there were at least minor changes to the statute).

Prior Action by Commission: Approval to go to rulemaking, Sept. 17, 2009.

Action Requested: None

Prepared by: Roger Roper

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item: 5i Action

Topic: Commission Best Practices

Presented by: Chris Havel

The State of Oregon requires an annual review of Commission business practices and procedures. The Commission, with mediation by staff, met September 16 in Joseph, Oregon to evaluate fifteen practices:

1. Executive Director's performance expectations are current.
2. Executive Director receives annual performance feedback.
3. The agency's mission and high-level goals are current and applicable.
4. The board reviews the Annual Performance Progress Report.
5. The board is appropriately involved in review of agency's key communications.
6. The board is appropriately involved in policy-making activities.
7. The agency's policy option packages are aligned with their mission and goals.
8. The board reviews all proposed budgets (likely occurs every other year).
9. The board periodically reviews key financial information and audit findings.
10. The board is appropriately accounting for resources.
11. The agency adheres to accounting rules and other relevant financial controls.
12. Board members act in accordance with their roles as public representatives.
13. The board coordinates with others where responsibilities and interests overlap.
14. The board members identify and attend appropriate training sessions.
15. The board reviews its management practices to ensure best practices are utilized.

The attached results sheet summarizes the results of Commissioner opinions. Where all commissioners agree their practices achieve the stated aim, the practice is marked as MEETS. Where the commissioners are not in agreement on a practice, it is marked DOES NOT MEET. This report is submitted to the Oregon Department of Administrative Services, and incorporated into the budget document submitted to the Governor and Legislative Assembly.

Previous Action by Commission: Approval of Best Practices report (January 2009), Workshop discussion (September 2009).

Action Requested: Approve report

Prepared By: Chris Havel, Tim Wood

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item: 5j

Topic: Contract Award Update – Access Road Pavement Overlay

Presented by: John Potter

Project Title: Access Road Pavement Overlay

Project Location: North Santiam State Recreation Area

Project Description: The proposed project is construction of a 2" AC Pavement Overlay on the entrance road of the park. Work includes road base stabilization and ditch repairs, as well as reconstruction of the drainage ditch and replacement of all culverts.

Contract Award Update: To minimize cost and provide needed jobs before onset of winter the project needed to be constructed in the fall. At the September 17th meeting the Commission delegated authority to the Director to award the contract up to the projects budgeted amount to the lowest bidder. The contract was awarded to North Santiam Paving Co. in the amount of \$147,000.00.

Project Manager: Mike Collins

Project Designer: Mike Collins

Project Number: 001395-07

Project Budget: \$250,000 (ODOT)

Estimated Schedule:

Advertise	Bid Close	Contract Award	Contract Completion
8/28/09	9/22/09	10/2/09	10/31/09

Qualified Bids Received:

Name	Location	Bid
North Santiam Paving	Stayton, OR	\$147,000.00
Knife River	Salem, OR	\$156,168.00
Salem Road & Driveway	Salem, OR	\$167,610.00

Prepared By: Bob Reitmajer

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item: 5k

Topic: Contract Award Update – Powder House Cove Parking Lot Paving

Presented by: John Potter

Project Title: Powder House Cove Parking Lot Paving

Project Location: Prineville Reservoir State Park

Project Description: The proposed project is to pave the parking lot at the Powder House Cove Boat Launch Facility. Work will include base rock grading and compaction, hot mix asphalt paving, extruded curbs, painting pavement lines and legends, and miscellaneous site work.

Contract Award Update: To minimize cost and provide needed jobs before onset of winter the project needed to be constructed in the fall. At the September 17th meeting the Commission delegated authority to the Director to award the contract up to the projects budgeted amount to the lowest bidder. The contract was awarded to Hooker Creek Co. in the amount of \$157,636.00.

Project Manager: John Seevers

Project Designer: Sandi Biester

Project Number: 000638-04

Project Budget: \$194,625 (OSMB)
\$64,875 (FIP)
\$259,500 (Total)

Estimated Schedule:

Advertise	Bid Close	Contract Award	Contract Completion
9/4/09	9/25/09	10/20/09	11/6/09

Qualified Bids Received:

Name	Location	Bid
Hooker Creek Co.	Bend, OR	\$157,636.00
High Desert Aggregate & Paving	Redmond, OR	\$172,150.00
Richard Bartels Construction	Powell Butte, OR	\$189,857.00

Prepared By: Bob Reitmajer

Oregon Parks and Recreation Commission

November 19, 2009

Agenda Item: 51 Update

Topic: Day-Use Area ADA Improvements

Presented by: John Potter

Project Title: Day-Use Area ADA Improvements

Project Location: Prineville Reservoir State Park

Project Description: The proposed project is to install ADA compliant facilities and improvements including construction of a new fish cleaning station and drainfield, ADA compliant access-ways and a fishing pier. Work will also include construction of a new program amphitheater and installation of a self-contained concrete restroom.

Update: The Commission approved the contract for Prineville ADA improvements (Contract #4553) at their September 17, 2009 meeting on the condition that staff explore the re-design of the fishing pier to consider making it a floating pier rather than one of fixed height. There was discussion about whether such a change could be done and still adequately meet ADA requirements.

Staff explored several alternatives. It was determined that because of the steep terrain a floating solution could not be constructed as part of this projects. Contract was awarded for the original design.

Prepared By: Bob Reitmajer