



## Oregon Parks and Recreation Commission

April 3-4, 2012  
Medford

### 4/3-4/4 2012 Meeting Minutes

Those attending all or part of the meeting included:

**Commissioners Present:**

Davis Moriuchi, Chair  
Jay Graves, Vice-chair  
Robin Risley  
Jim Brown  
Brad Chalfant  
Sharon Rudi

**Staff:**

Tim Wood, Director  
Steve Shipsey, Assistant Attorney General  
Vanessa DeMoe, Commission Assistant  
John Potter, Assistant Director, Operations  
Roger Roper, Assistant Director, Heritage & Community Programs  
Lisa Van Laanen, Assistant Director, Administration  
Chris Havel, Associate Director, Communications & Research  
Mark Davison, Planning Team Leader  
Wayne Rawlins, Grants Manager  
Kevin Price, Acting Valleys Region Manager  
Jim Morgan, Stewardship Manager  
Alex Phillips, Bicycle Coordinator  
MG Devereux, Special Projects Coordinator  
Jerry Winegar, Eastern Oregon Region Manager  
Tiffany Hicks, Stub Stewart MU Office Coordinator  
Steve Janiszewski, Cascades-Rogue District Manager  
Rocky Houston, Recreational Trails Specialist  
Jamie Little, Interpretive Specialist

**Visitors:**

Steve Lambert, Oregon Parks Association  
Kerry Metlen  
Jerry Mathern  
Christopher Bratt  
Jack Duggan  
John Hoffnagle

**Tuesday, April 3, 2012**

**Workshops:**

1. Interpretive Program – Jamie Little, Interpretive Specialist  
Mr. Little provided an update on the current state of the Interpretive Program and program development recommendations. He reviewed the role that interpretation fills in the agency, planning for interpretation, Interpretive Service Levels for parks, funding for interpretation, how the interpretive program are delivered, and shared samples of successful interpretive projects. Handouts included:
  - Interpretive Program Development Recommendations
  - Draft goals for the Interpretive Strategic Plan
  
2. Parks Land Use – Chris Havel, Associate Director of Communications & Research  
Mr. Havel and Recreation Planner Terry Bergerson presented an overview of the ongoing Parks Land Use Forum project. The forum is an unofficial group of state and local land use planners, local and regional recreation providers, and city and county support organizations. They are meeting to discuss ways to clarify communications and improve the process by which local recreation providers navigate land use requirements when acquiring and developing local parks. The forum was convened by OPRD, is facilitated by an Oregon Consensus team based at Portland State University, and will conclude in June 2012.
  
3. Park System Planning – John Potter, Assistant Director, Operations  
Mr. Potter made a presentation and facilitated a discussion about park system planning and in particular the topics of value creation, park visitor perspectives, business models, business strategy, and organization. Feedback will be incorporated into the draft plan.

**Wednesday, April 4, 2012**

**Executive Session: 8:30 a.m.**

The Commission met in Executive Session to discuss acquisition priorities and opportunities, and potential litigation. The Executive Session was held pursuant to ORS 192.660(2)(e) and (h). The Executive Session was closed to the public.

**Business Meeting:**

**1. Commission Business (Action)**

- a) Approval of Agenda

Item 12a – Scenic Bikeway was moved to be heard after Item 4, the Directors Update.

**Commissioner Graves moved to approve the April 2012 Commission meeting agenda as revised. Commissioner Chalfant seconded. The motion passed unanimously, 6-0.**

**2. Public Comment:**

Christopher Bratt – OHV

Mr. Bratt gave comment in opposition to the Johns Peak Timber Mountain off-road vehicle area outside of Jacksonville. He shared a map that showed private landowners who have

signed a petition in opposition to the off-road vehicle area. Mr. Bratt expressed his concern with the lack of a plan and the continuing grants provided to the project by OPRD.

#### Jack Duggan – ATV Fund

Mr. Duggan gave comment in opposition to the Johns Peak Timber Mountain off-road vehicle area. Mr. Duggan stated that he was there to ask the Commission to end private land purchase funding for the MRA in Southern Oregon. He provided information on the culture and recreation of the area; those that are in support of OHV areas and those that are in opposition. He asked the Commission to carefully scrutinize every land grant application from the MRA and BLM.

#### Jerry Mathern – OHV Grants

Mr. Mathern gave comment in opposition to the Johns Peak Timber Mountain off-road vehicle area. He shared his concern with the large amount of funding provided for these projects, law enforcement issues, public opposition to the project, and the amount of land already in use for OHV's. He stated that he is not in objection to the MRA or the hobby itself.

### 3. Approval of Commission Meeting Minutes (Action)

#### a) January 2012

**Commissioner Chalfant moved to approve the January 2012 Commission meeting minutes. Commissioner Risley seconded. The motion passed unanimously, 6-0.**

### 4. Director's Update

Tim Wood, Director

#### a) Employee Recognition

Director Wood gave background information on the Employee Recognition Program; he explained that the program supports a culture of continuous improvement by effectively recognizing employee contributions for exceptional teamwork, excellence in normal key tasks, superior performance in expected behaviors, and a high achievement in special projects. Director Wood said there were up to eight awards available for nominations this year, the Director's Award for an Individual, the Director's Award for a Team, the Distinguished Service Award, and up to five Centennial Horizon Awards. The committee solicited nominations in the month of November, with 23 nominations received. The committee reviewed all nominations received, rating them based on the criteria for each award. There were many worthy nominations, however six individuals rose to the top.

Following is a list of the award nominees and recipients:

#### **Director's Award for an Individual**

The nominees for this award: Beth Wilson, Bill Dahl, Christal Florin, Christina Sweet, Dennis Comfort, Ian Johnson, Rhonda Benthin, Tammy Abbott, and Tiffany Hicks

The two individuals selected for this award:

Tammy Abbott – Sign specialist and coordinator, Salem Headquarters

Dennis Comfort – Park Manager for the South Beach Management Unit

**Director's Award: Team**

The teams nominated for this award: Clyde Holliday Management Unit, Nehalem Bay State Park Crew, Jill Nishball & Jimmy Childs, and Valley of the Rogue Management Unit.

The team selected for this award:  
The Clyde Holliday Management Unit

The Clyde Holliday MU Crew consists of Park Manager Dennis Bradley and Rangers: Brad Cates, Auther Dickens, Miranda Kane, Christina Sweet, and OC Rebecca Carey. Seasonals: David Davis, Eva Dougharity, Dale Payne, Rella Brown, Judith Bracken and Brian Bradford. Interpretive intern: Kevin Silagi. Host: Tim and Carol Roberts

**Centennial Horizon Awards**

The nominees for this award: Aimee Buchholz, Glenn Litrell, Kristi Granberg, Rick Ripley, Janel Harris, John Mullen, Taylor Beckley, Karen Neal, and Tiffany Hicks.

**The Centennial Horizon Process Improvement Award**

Awarded to Tiffany Hicks – Office Coordinator at L. L. Stub Stewart State Park

**The Centennial Horizon New Employee Award**

Awarded to Taylor Beckley – Park Ranger 2 at Tumalo State Park

**The Centennial Horizon Unsung Hero Award**

Awarded to Aimee Buchholz – Stewardship Assistant in the Stewardship Division

- b) Legislative Update  
MG Devereux, Special Projects Coordinator

Mr. Devereux gave a brief update on the 2012 legislative session. He said that this was the first annual session, and was limited to 35 days in order to focus on budget and high priority legislative concepts. Mr. Devereux shared that during this session the legislature considered over 300 bills. OPRD did not advance any legislative concepts this session. The majority of staff effort was directed at watching for any issues that might have had unintended consequences for the agency, as well as implications of the budget balancing efforts. He gave a brief review of the session results.

- c) Foster Family Waiver Program  
Director Wood stated that the informational report on the Foster Family Fee Waiver was located in Reports, Item 13 of the agenda. He explained that the statute requires the department to provide fee waivers to foster families. Director Wood said that the tribal foster family programs and Oregon Youth Authority's programs are not specified in statute but do meet its intent. He said that to include these additional programs in the fee waiver, the agency can go back and ask for a statutory change to include them or use the Commission's fee waiver authority and offer them the opportunity under administrative rule. He noted that the financial impact is nominal. The Commission and staff discussed the process and options for inclusion of these two programs.

d) Recognition of Brian Booth (Action)

The Commission made a resolution, "That the Oregon State Parks and Recreation Commission is honored to recognize and express its gratitude for Brian Booth's remarkable gift of public service to the citizens of Oregon and to the Oregon Parks and Recreation Department."

**Commissioner Rudi moved to adopt the resolution recognizing the service of Brian Booth. Commissioner Chalfant seconded. The motion passed unanimously, 6-0.**

**12a. Scenic Bikeway Designation – Grand Tour Scenic Bikeway**

Alex Phillips, Bikeway Coordinator

Ms. Phillips shared that the Grand Tour Scenic Bikeway includes 134 miles, part of which runs through Baker City. She said the bikeway has the support of all the local jurisdictions and there was a full public process to involve the communities; 27 people attended, 15 people gave comment in support of the bikeway. Ms. Phillips shared that a few concerns included traffic sharing the road with cyclists; she said that this bikeway meets or exceeds the design guidelines in the bicycle and pedestrian guidelines from ODOT.

Kerry Metlen - Public Comment

Mr. Metlen gave comment in support of the Grand Tour Scenic Bikeway. He said that he grew up in one of the communities that will be impacted by this bikeway. Mr. Metlen stated that the bikeway is a great opportunity to encourage recreation in the area, promote utilization of the resources, and get people to experience the resource and support local businesses.

**Commissioner Chalfant moved to approve the Grand Tour Scenic Bikeway. Commissioner Graves seconded. The motion passed unanimously, 6-0.**

**5. Consent Calendar (Action)**

a) Approval of Delegated Authority Report

1. Contracts

**Commissioner Brown moved to approve the Contracts. Commissioner Graves seconded. The motion passed unanimously, 6-0.**

2. Natural Resources

**Commissioner Graves moved to approve the Natural Resources Consent Calendar items. Commissioner Chalfant seconded. The motion passed unanimously, 6-0.**

b) ATV Grant Requests

**Commissioner Graves moved to approve the ATV Grant Requests. Commissioner Brown seconded. The motion passed unanimously, 6-0.**

- c) ATV Committee Member Appointment Requests
  - 1. Class IV Representative, Forest Bohall
  - 2. Persons with Disabilities Representative, Vicki Ramming
  - 3. Department of Fish and Wildlife Representative (June 2012)
  - 4. Oregon Department of Forestry, Frank Lertora

**Commissioner Rudi moved to approve the ATV Committee Member Appointment Requests. Commissioner Brown seconded. The motion passed unanimously, 6-0.**

## **6. Budget**

Lisa Van Laanen, Assistant Director of Administration

- a) 2011-13 Budget Update (Information)

Ms. Van Laanen provided the Commission information on the 2011-2013 budget; highlighting the lottery forecast, Senate Bill 5701, Senate Bill 1579, and an update on the statewide hiring freeze.

- b) 2013-15 Budget Development Update (Information)

Director Wood and Ms. Van Laanen explained the budget development process to the Commission. Ms. Van Laanen discussed each of the categories where analysis, projections, assumptions, and decisions are being made as the Agency Budget is being built. The broad categories included: Revenues, Expenditures, Ending Balance, Performance Measures and Process Details

It was suggested that a workshop on budget development be included on the June 2012 meeting agenda.

**[The Commission made a motion to adjust the agenda to hear Item 9a following Item 6. Commissioner Graves moved to approve the revised agenda. Commissioner Brown seconded. The motion passed unanimously, 6-0.]**

## **9. Real Property**

Jim Morgan, Stewardship Manager

- a) Lake Oswego/Tigard Willamette River Pipe Crossing—easement transfer (Action)

Mr. Morgan said that in March 2011, the Commission approved the release of a subdivision restriction that could allow for Lake Oswego to enlarge and update the water treatment facility located near Mary S. Young Park. The project partnership proposes to construct a portion of the 14,000-ft. long, 27-in. diameter pipeline under the Willamette River through Mary S. Young Park to its treatment facility, which would require OPRD to grant a temporary construction and permanent easement to the City of Lake Oswego. Mr. Morgan discussed the conditions of the potential easement and the project specifications and options. He stated that the action requested of the Commission only directs staff to proceed through the due diligence

and appraisal processes that could lead to a request from the applicant, once conditions are met, for a described easement.

**Commissioner Graves moved to approve staff to proceed through the process of assuring all conditions stated in Item 9a are met prior to the Commission consideration of an easement. Commissioner Brown seconded. The motion passed unanimously, 6-0.**

## **7. Operations Procurements and Facility Investment Program (FIP) Projects**

John Potter, Assistant Director of Operations

### a. Latourell Falls/Mitchell Point (Action)

Mr. Potter said that the goal of this project is to improve the site features at the Latourell Falls and Mitchell Point waysides in the Columbia River Gorge along the Historic Columbia River Highway. This project will be constructed primarily using funding from a Federal Highway Administration grant. Mr. Potter gave a brief overview of the work that would be completed at each site. He explained that although the Director is delegated by the Commission to award contracts up to \$500,000, change orders and actual unit quantities could ultimately increase the contract to over that amount. Mr. Potter stated that staff was therefore asking for Commission approval to award the contract to JP Contractors, Inc. in the amount of \$489,900.00

**Commissioner Chalfant moved to approve the Latourell Falls/Mitchell Point project. Commissioner Graves seconded. The motion passed unanimously, 6-0.**

## **8. Planning and Land Use**

### a) Beaver Creek/Ona Beach Comprehensive Plan (Information)

Mark Davison, Planning Team Leader

Mr. Davison gave an update on the Beaver Creek/Ona Beach Comprehensive Plan. He stated that Ron Campbell, Planning Specialist, is leading the planning efforts. Mr. Davison stated that Beaver Creek SNA was recently opened with initial improvements as Park of the Year for 2010; Ona Beach State Park was established many years ago. He said that additional lands have recently been acquired, mostly adjacent to ONA Beach State Park, substantially expanding the total acreage of the park complex and narrowing the gap between the two parks. Mr. Davison provided information on the natural resource assessment of the properties and on opportunity areas; including recreation and restoration opportunities. He said that the planning process is moving forward with scheduling of public meetings. The plan is scheduled to be before the Commission in January 2013 for approval.

- b) Cottonwood Canyon Plan Adoption by Counties (Information)  
MG Devereux, Special Projects Coordinator

Mr. Devereux gave an update on the status of Cottonwood Canyon State Park. He said that planning is on track for a September 2013 opening. Mr. Devereux said that OPRD staff are working to complete work in several areas to ensure that the project remains on track; he briefly reviewed projects, meetings, and other planning efforts for Cottonwood Canyon State Park.

- c) Acquisition Initiatives (Information)  
Jim Morgan, Stewardship Manager

Mr. Morgan stated that acquisition work is focusing on development of partnerships for acquisitions or management of properties that are part of a larger initiative. He said what the properties have in common that distinguishes them is that the agency is collaborating with partners that align with the strategies that the Commission has already developed; other commonalities are that there is a lot of support for these properties and they can help the agency leverage in consolidating the state park system. He briefly discussed three specific areas; Sand Lake, Salmonberry Corridor and Wallowa Lake East Moraine.

## **9. Real Property**

Jim Morgan, Stewardship Manager

- b) Lake Oswego/Tigard Willamette River Pipe Crossing—easement transfer (Action)

**This item was heard earlier in the agenda, following Item 6.**

## **10. Natural Resources Management**

Jim Morgan, Stewardship Manager

- a) East Moraine Assessment (Information)

Mr. Morgan said that OPRD has been participating in a partnership with Wallowa County, Wallowa Resources, and Wallowa Land Trust to protect the East Moraine of Wallowa Lake. In contributing to this collaborative effort, OPRD has initiated assessments of the natural resources of the East Moraine. Working through the partners, permission was gained from the private landowners to conduct an on-site vegetation survey. Mr. Morgan said that while one of the main purposes of the survey was to identify the location and extent of populations of *Silene spaldingii*, an endangered plant found at the adjacent Iwetemlaykin State Heritage Site, additional information was collected at each point that includes habitat type, dominant plant cover by species, site condition, and prevalence of weeds. This information was used to calibrate the predictive habitat model described in the “Wallowa Lake East Moraine Vegetation and Landscape Assessment.” As part of OPRD’s contribution to the partnership effort to protect the moraine, this initial assessment will form the basis for further site assessments and natural resource inventories to occur at East Moraine.

b) Gorse Workshop Report (Information)

Mr. Morgan shared that on February 8, 2012, OPRD hosted a workshop at Bullards Beach State Park dedicated to bringing researchers, practitioners and landowners together to discuss key aspects of gorse control and restoration in affected environments. He briefly discussed the presentations that were given at the workshop and the main conclusions from the discussion.

**11. Rulemaking (Action)**

[The Commission did not take public comment on the rulemaking actions in Item 11. The public comment period for these actions had expired]

- a) Request to Adopt OAR chapter 736, division 6 – Local Government Grant Program  
Wayne Rawlins, Grants Manager

Mr. Rawlins requested Commission approval to adopt OAR chapter 736, division 6 regarding the Local Government Grant Program.

**Commissioner Chalfant moved to adopt OAR chapter 736, division 6 – Local Government Grant Program. Commissioner Graves seconded. The motion passed unanimously, 6-0.**

- b) Request to Adopt OAR chapter 736, division 17 – Veterans and War Memorial Grant Program  
Wayne Rawlins, Grants Manager

Mr. Rawlins requested Commission approval to adopt OAR chapter 736, division 17 regarding the Veterans' and War Memorial Grant Program.

**Commissioner Chalfant moved to adopt OAR chapter 736, division 17 – Veterans and War Memorial Grant Program. Commissioner Rudi seconded. The motion passed unanimously, 6-0.**

- c) Request to Adopt OAR chapter 736, division 45 - Natural Area Program Rules  
Jim Morgan, Stewardship Manager

Mr. Morgan requested the Commission adopt changes in OAR chapter 736, division 45.

**Commissioner Chalfant moved to adopt OAR chapter 736, division 45 - Natural Area Program Rules. Commissioner Brown seconded. The motion passed unanimously, 6-0.**

**12. Heritage & Community Programs**

- a) The Grande Tour Scenic Bikeway (Action)  
Alex Philips,

**This item was heard earlier in the agenda following Item 5.**

- b) Heritage Programs Report (Information)  
Roger Roper, Assistant Director of Heritage & Community Programs

Mr. Roper provided a report to the Commission highlighting the following topics:

- KWC Museum project - translation of documents
- Heritage Conference
- Amtrak baggage depot station – ODOT/City of Salem project

- c) Certified Local Government (CLG) Grants (Information)  
Roger Roper, Assistant Director of Heritage & Community Programs

Mr. Roper shared that Heritage and Community Programs had recently awarded grants under one of its five heritage grant programs: Certified Local Government (CLG) grants. The CLG Grant Program typically provides a total of about \$225,000 per year in federal funds with an average of 20 grants per year. Grantees must match their grants at least one-to-one.

Recently awarded grants:

- Certified Local Government Grants
  - 20 grants
  - \$254,695
  - For a broad range of historic preservation activities, including surveys, National Register nominations, public education, training, and rehabilitation.

### **13. Reports (Information)**

- a) Trails Update
- b) Crown Point Viaduct Restoration Project
- c) Foster Family Waiver Program
- d) Rogue River Greenway
- e) FIP Project Update
- f) Rulemaking Status

Reports in agenda item 13 were provided to the Commission as information only. There was no formal presentation or discussion on the reports.

### **14. Commission Planning Calendar (Information)**

The June meeting of the Oregon Parks and Recreation Commission will be in Pendleton, June 19-20, 2012. It was also decided that the November meeting will be held in the Tillamook area.

#### **Adjournment**

Commissioner Graves made a motion to adjourn the April meeting of the Oregon Parks and Recreation Commission; Commissioner Chalfant seconded. The meeting was adjourned at 2:15 p.m.