

BUDGET NARRATIVE

OREGON PARKS AND RECREATION DEPARTMENT TABLE OF CONTENTS 2017-19 AGENCY REQUEST BUDGET

1. **Introductory Information**
 - a. **Table of Contents**
 - b. **Certification**
2. **Legislative Action**
 - a. **2014-2016 Budget Report and Measure Summaries**
3. **Agency Summary**
4. **Revenues**
5. **Program Units and Policy Packages**
 - a. **Direct Services**
 - b. **Park Development**
 - c. **Community Support and Grants**
 - d. **Central Services**
 - e. **Director's Office**
6. **Facilities Maintenance**
7. **Special Reports**
 - a. **Agency Response to Audits**
 - b. **Affirmative Action**
 - c. **Performance Measures**

Agency Request

Governor's Recommended

Legislatively Adopted

CERTIFICATION

I hereby certify that the accompanying summary and detailed statements are true and correct to the best of my knowledge and belief and that the arithmetic accuracy of all numerical information has been verified.

Oregon Parks and Recreation Department

725 Summer St NE, Suite C Salem OR 97301

AGENCY NAME

AGENCY ADDRESS



Chair, Oregon Parks and Recreation Commission

SIGNATURE

TITLE

CAL MUKUMOTO

Notice: Requests of those agencies headed by a board or commission must be approved by those bodies of official action and signed by the board or commission chairperson. The requests of other agencies must be approved and signed by the agency director or administrator.

Agency Request

Governor's Recommended

Legislatively Adopted

Budget Page ii



Summary of Emergency Board Action
May 2016

The Legislative Emergency Board met on May 25, 2016 and considered an agenda of 62 items. The Emergency Board approved allocations from the general purpose Emergency Fund in response to eight separate requests, totaling \$2.6 million. Another four requests were allocated funds from special purpose appropriations made to the Emergency Board that totaled \$11.5 million. Additional details on these allocations are described below. After the Emergency Board actions, the balance in the general purpose Emergency Fund is \$29.6 million. An additional \$51.8 million remains in various special purpose appropriations, including \$40 million for caseload costs or other unbudgeted expenses of the Oregon Health Authority and the Department of Human Services. Unused special purpose appropriations become available for any lawful use by the Emergency Board on December 1, 2016.

The agenda included 17 items that requested additional 2015-17 biennium authority to spend Lottery Funds, Other Funds, and Federal Funds. The Emergency Board approved expenditure limitation increases of approximately \$95,628 Lottery Funds, \$55 million Other Funds (including \$27.6 million for the Department of Transportation) and \$4.8 million Federal Funds (including \$2.5 million for the Department of Justice). The Emergency Board also authorized the establishment of 64 positions (33.1 FTE) and the extension of six currently existing positions through the end of the biennium (4.29 FTE).

The agenda also included 15 agency reports which the Emergency Board acknowledged receiving. The Emergency Board heard 22 requests for the submission of federal grant applications (13 of which were on a consent agenda). The Emergency Board also deferred taking action on two requests for allocations from the Emergency Fund.

The following is a summary of significant Emergency Board actions taken at the May 2016 meeting:

EDUCATION

- Acknowledged receipt of a report by the Department of Education on the implementation of the mixed delivery preschool program.
- Allocated \$273,062 from the Emergency Fund to the Department of Education for grants to school districts to improve internet connectivity and access.
- Acknowledged receipt of reports by the Higher Education Coordinating Commission on 2016-17 academic year University tuition and mandatory fee increases for resident undergraduates and on the distribution of funding for Community College academic counselors.
- Approved the submission of a federal grant application by the Department of Education for

child care related implementation research and evaluation planning.

HUMAN SERVICES

- Acknowledged receipt of a report by the Department of Human Services on program sustainability options and actions.
- Acknowledged receipt of reports by the Oregon Health Authority on the Oregon Health Plan 1115 waiver renewal for 2017-22 and on the Medicaid Management Information System and related systems and interfaces.
- Approved the submission of federal grant applications by the Department of Human Services for the enhancement of adult protective services and for enhancing the state's system for

providing information on and access to long term services and supports.

- Approved the submission of federal grant applications by the Oregon Health Authority for epidemiology and laboratory capacity for infectious diseases, chronic disease and oral health, emerging infections, and prescription drug and opioid addiction/overdose prevention.
- Increased the Other Funds expenditure limitation for the Board of Nursing by \$244,452 for the establishment of two permanent positions (1.58 FTE) and the reclassification of six other positions to address workload increases.

PUBLIC SAFETY and JUDICIAL BRANCH

- Acknowledged receipt of a report by the Department of Corrections on female and male population trends and system bed capacity.
- Allocated \$3 million from a special purpose appropriation made to the Emergency Board to the Department of Corrections to continue activating minimum security prison beds at the Deer Ridge Correctional Institution, authorized the establishment of 33 positions (18.64 FTE), and indicated that remaining unfunded prison capacity needs would be addressed at a future Emergency Board meeting this interim or during the 2017 session.
- Allocated \$1 million from the Emergency Fund to the Department of Corrections and increased the agency's Other Funds expenditure limitation by \$100,000 to begin preparing the Oregon State Penitentiary-Minimum to house women offenders in the 2015-17 biennium.
- Acknowledged receipt of a report by the Department of Justice on the Child Support Enforcement Automated System (CSEAS) and increased the Federal Funds expenditure limitation by \$2,538,107 for the project to cover expenditures through October 2016.
- Increased the Other Funds expenditure limitation for the Department of Public Safety Standards and Training by \$100,000 for additional training of 911 tele-communicators and by \$337,000 for crisis intervention training for first responders.
- Approved the submission of a federal grant application by the Department of State Police for a grant in the amount of \$9.4 million to replace the CrimeVue criminal history database and messaging system.
- Allocated \$2 million from a special purpose

appropriation made to the Emergency Board for state and local government costs associated with the takeover of the Malheur National Wildlife Refuge in Harney County, allocated \$73,053 from the Emergency Fund for the same purpose, and increased the Other Funds expenditure limitation for the Department of State Police by \$874,188 in order for the agency to receive reimbursement for its costs. The allocations were made to the Department of Administrative Services for distribution to eligible state and local government units.

- Allocated \$170,000 from the Emergency Fund to the Military Department for roof repairs at the Forest Grove and Kliever-Portland armories and directed the agency to use \$500,000 of one-time General Fund savings available in the current budget to match the federal funding to complete the roof repairs.
- Increased the Other Funds expenditure limitation for the Military Department by \$256,000 and the Federal Funds expenditure limitation for the Military Department by \$518,000 for the Oregon Youth Challenge Program.
- Increased the Federal Funds expenditure limitation for the Military Department by \$270,000 for the STARBASE Program.
- Approved the submission of federal grant applications by the Criminal Justice Commission for the Justice Reinvestment program and by the Department of State Police for SAFE kit inventory, tracking, and reporting.
- Acknowledged receipt of a report by the Commission on Judicial Fitness and Disability on compensation plan changes.
- Deferred taking action on a request by the Public Defense Services Commission to fund proposed salary increases.

NATURAL RESOURCES

- Allocated \$5,000 from the Emergency Fund for the Columbia River Gorge Commission to match the 2015-17 budget provided by the State of Washington for Commission operations as required by interstate compact.
- Acknowledged receipt of a report by the Department of Geology and Mineral Industries on the progress of the tactical IT remediation plan, allocated \$554,808 from the Emergency Fund for the plan, authorized the establishment of two positions (1.00 FTE), and increased the Other

Funds expenditure limitation for the Department by \$64,754 for the Mined Land Reclamation and Regulation program.

- Allocated \$225,000 from the Emergency Fund for the Department of Environmental Quality to acquire metals and particulate monitoring equipment.
- Allocated \$2,176,549 from a special purpose appropriation made to the Emergency Board for fire severity resources to the Department of Forestry for the purchase of catastrophic fire insurance for the 2016 fire season.
- Allocated \$250,000 from the Emergency Fund for the Department of Forestry to augment and add to existing resources for the treatment of Sudden Oak Death.
- Increased the Other Funds expenditure limitation for the Parks and Recreation Department by \$615,500 for grants received from the Marine Board.
- Increased the Federal Funds expenditure limitation for the Parks and Recreation Department by \$29,214 to correct a technical error in personal services from the 2016 session.
- Approved the submission of a federal grant application by the Parks and Recreation Department for purchase of land by the Southern Oregon Land Conservancy for habitat conservation.
- Approved the submission of federal grant applications by the Department of Fish and Wildlife for the acquisition of a conservation easement on 1,751 acres near Ashland, by the Department of Environmental Quality for pollution prevention, and by the Department of Agriculture for Food Safety Modernization Act implementation.

ECONOMIC and COMMUNITY DEVELOPMENT

- Acknowledged receipt of a report by the Oregon Business Development Department and the Higher Education Coordinating Commission on a business plan for the American Manufacturing Innovation District, increased the Other Funds expenditure limitation for the Oregon Business Development Department by \$2,499,999 for the project, increased the Other Funds Capital Construction expenditure limitation for the Higher Education Coordinating Commission by \$4,999,999 for the project, and increased the Other Funds expenditure limitation for the Higher

Education Coordinating Commission by \$70,000 for the development of the Oregon Manufacturing Innovation Center.

- Approved the submission of a federal grant application by the Oregon Department of Business Development for the State Trade Expansion Program and authorized the agency to submit future grants for the same program under certain specified conditions.
- Approved the submission of two federal grant applications by the Housing and Community Services Department totaling \$94.5 million under the Hardest Hit program to assist Oregonians at risk of experiencing mortgage foreclosure.
- Approved the submission of a federal grant application by the Employment Department to support expansion and diversification of registered apprenticeship.

TRANSPORTATION

- Increased the Other Funds expenditure limitation for the Department of Transportation by \$16,966,375 for the Maintenance and Emergency Relief programs and by \$10,732,666 for the Local Government program for costs associated with repairing highways due to 2015-16 winter storm damage.
- Approved the submission of a federal grant application by the Department of Transportation in the amount of \$75.7 million under the federal FASTLANE program for three interstate highway projects.
- Approved the submission of federal grant applications by the Department of Transportation for bus facilities, positive train control, railroad best practices, utility solutions, and bridge and tunnel testing.

CONSUMER and BUSINESS SERVICES

- Acknowledged receipt of a report by the Department of Consumer and Business Services on the Oregon Health Insurance Marketplace program and increased the Other Funds expenditure limitation for the Department by \$558,617 to correct a double counted reduction from the 2016 session.

ADMINISTRATION

- Acknowledged receipt of a report by the Office of the Governor on its organizational structure and Key Performance Measures.

- Increased the Other Funds expenditure limitation for the Department of Administrative Services, Chief Human Resources Office by \$6,520,731; authorized the establishment of 22 limited duration positions (9.17 FTE) and the extension of six existing limited duration positions through the end of the current biennium (4.29 FTE); and adjusted state agency budgets by allocating \$4,292,256 from a special purpose appropriation made to the Emergency Board for Department of Administrative Services' assessment increases, increased the Lottery Funds expenditure limitation of state agencies by \$95,628, the Other Funds expenditure limitations by \$3,357,479, and the Federal Funds expenditure limitations by \$1,489,374 for assessment increases related to continuation of the Human Resources Information System project and other adjustments related to previously approved Department IT reorganization effects.
- Established an Other Funds Capital Construction expenditure limitation in the amount of \$2,336,040 for the Department of Administrative Services for a roof replacement at the Department of Environmental Quality and Public Health laboratory and established an Other Funds Capital Construction expenditure limitation in the amount of \$4,000,000 for the Department of Administrative Services for tenant improvements at the 550 Building.
- Acknowledged receipt of a report by the Department of Administrative Services on compensation plan changes.
- Acknowledged receipt of a report by the Department of Administrative Services on uniform rent rates for the 2017-19 biennium and to recommend to the next Legislative Assembly that agency budgets include sufficient spending authority to cover the rent costs as required by ORS 276.390.
- Increased the Other Funds expenditure limitation for the Department of Revenue by \$379,481, authorized the establishment of five permanent positions (2.71 FTE), and authorized the movement of an existing manager position from limited duration to permanent status for the recreational marijuana tax cash management program.
- Deferred taking action on a request by the Department of Revenue to allocate funds from the Emergency Fund for the Property Valuation System.
- Acknowledged receipt of a report by the Department of Revenue on GenTax data availability for research purposes.

Emergency Fund Balance Summary		
	Agency Requests	Emergency Board Action
General Purpose Emergency Fund		
Appropriation (after 2016 Session adjustments)	32,000,000	32,000,000
Allocations to date		
Unallocated Balance	32,000,000	32,000,000
# May 2016 Requests - General Purpose		
2 Public Defense Services Commission - Proposed Salary Increases	(541,014)	0
6 Department of Education - School Fiber Optic Broadband	(500,000)	(273,062)
25 Military Department - Armory Roof Repair	(670,000)	(170,000)
28 Oregon State Police - Malheur National Wildlife Refuge Occupation Costs (see SPA Section below)	(2,487,914)	(73,053)
31 Department of Corrections - Deer Ridge Correctional Institution Male Capacity (see SPA Section below)	(6,899,109)	0
32 Department of Corrections - Oregon State Penitentiary Minimum Women Capacity	(10,569,266)	(1,000,000)
38 Columbia River Gorge Commission - Operational Expense Washington Match	(5,000)	(5,000)
40 Department of Geology and Mineral Industries - Information Technology Remediation Plan	(713,907)	(554,808)
43 Department of Environmental Quality - Air Toxics Monitoring	(225,000)	(225,000)
44 Department of Forestry - Catastrophic Wildfire Insurance Policy (see SPA Section below)	(2,176,549)	0
46 Department of Forestry - Sudden Oak Death Eradication	(250,000)	(250,000)
65 Department of Revenue - Property Valuation System Project	(1,500,000)	0
Total Requests - General Purpose	(26,537,759)	(2,550,923)
General Purpose Unallocated Balance after 05/2016	5,462,241	29,449,077
Special Purpose Appropriations - Agency Specific (after 2016 Session actions)		
Allocations/Transfers to Date	63,255,445	63,255,445
Unallocated Balance	63,255,445	63,255,445
# May 2016 Requests - Special Purpose Appropriations - Agency Specific		
28 Oregon State Police - Malheur National Wildlife Refuge Occupation Costs (see above)	0	(2,000,000)
31 Department of Corrections - Deer Ridge Correctional Institution Male Capacity (see above)	0	(3,000,000)
44 Department of Forestry - Catastrophic Wildfire Insurance Policy (see above)	0	(2,176,549)
61 Department of Administrative Services - Rates/Assessment Adjustments	(4,292,784)	(4,292,256)
Total Requests - Special Purpose - Agency Specific	(4,292,784)	(11,468,805)
Special Purpose - Agency Specific - Unallocated Balance after 05/2016	58,962,661	51,786,640

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Summary of Emergency Board Action September 2014

The Legislative Emergency Board met on September 17, 2014 and considered an agenda of 58 items. The agenda included four requests for allocations from the general purpose appropriation made to the Emergency Board, including one from a reservation; all of which were approved. There were also two agency requests on the agenda for allocations from special purpose appropriations made to the Emergency Board, totaling \$3.4 million, all of which was allocated. Additional details on these allocations are described below. After the Emergency Board actions, the unallocated balance of the general purpose Emergency Fund is \$28.3 million (including \$3.5 million in reservations) with a \$32.9 million balance in special purpose appropriations.

The agenda included 13 items that requested additional 2013-15 biennium authority to spend Other Funds and Federal Funds and one item requesting a transfer of expenditure limitation between programs within an agency. The Emergency Board approved expenditure limitation increases of approximately \$6.2 million Other Funds (including \$4.7 million for the Department of Justice) and \$0.8 million Federal Funds. The Emergency Board also authorized the establishment of one permanent position (0.38 FTE) and three limited duration positions (0.75 FTE).

The agenda also included 20 agency reports which the Emergency Board acknowledged receiving. The Emergency Board heard 20 requests for the submission of federal grant applications (thirteen of which were on consent – from the Oregon Health Authority [7], the Judicial Department, and the Departments of Justice, Parks and Recreation, Human Services [2], and Consumer and Business Services). One of the grant application requests included approvals of associated expenditure limitation increases.

The following is a summary of significant Emergency Board actions taken at the September 2014 meeting:

Education

- Acknowledged receipt of a report by the Oregon Education Investment Board on the status of the P-20 Education State Longitudinal Data System project.
- Approved, retroactively, the submission of a federal grant application by the Office of Student Access and Completion to the U.S. Department of Education in the amount of \$1.4 million for a College Access Challenge Grant.
- Approved, retroactively, the submission of a federal grant application by the Department of Community Colleges and Workforce Development to the U.S. Department of Labor in the amount of \$6 million for a five year Workforce Innovation Grant.

Human Services

- Allocated \$3,110,000 to the Oregon Health Authority from a special purpose appropriation made to the Emergency Board for senior services for older adult mental health and addictions coordinators, and authorized the establishment of one permanent, full-time position (0.38 FTE).
- Increased the Other Funds expenditure limitation for the Oregon Health Authority by \$496,541 and authorized the establishment of three, full-time limited duration positions (0.75 FTE) to support the current workload in the Oregon Medical Marijuana Dispensary Program.
- Acknowledged receipt of a report by the Oregon Health Authority on mental health housing investments.

- Allocated \$267,400 to the Department of Human Services from a special purpose appropriation made to the Emergency Board for senior services to produce Nursing Facility and Community Based Care utilization reports.
- Acknowledged receipt of reports by the Department of Human Services on U.S. Department of Labor rule changes affecting direct care workers who assist older adults and people with disabilities and on development of a new adult abuse data system.
- Acknowledged receipt of a report by the Department of Human Services on recommended Employment Related Day Care program changes, with direction to the agency to postpone any policy changes pending additional discussion during the 2015 legislative session.

Public Safety and Judicial Branch

- Increased the Other Funds expenditure limitation of the Department of Justice by \$4.7 million and approved the transfer of Other Funds and Federal Funds expenditure limitations between programs to rebalance the agency's 2013-15 legislatively approved budget, with the understanding that the Department of Administrative Services will un-schedule \$1.5 million General Fund, \$12.2 million Other Funds, and \$21.6 million Federal Funds.
- Acknowledged receipt of a report by the Military Department on Next Generation 9-1-1 and directed the agency to report back to the Emergency Board on the status of the project.
- Acknowledged receipt of a report by the Oregon Youth Authority on a 10-year Plan for Close Custody Facilities, with the expectation that the agency will report on facilities planning and the Youth Reformation System during the 2015 legislative session.
- Allocated \$318,019 from a reservation established within the general purpose Emergency Fund to the Board of Parole and Post-Prison Supervision for the replacement of the Parole Board Management Information System.
- Increased the Federal Funds expenditure limitation of the Department of Public Safety Standards and Training by \$123,721 for the expenditure of a grant award from the federal Assistance to Firefighters grant program for the purchase of two Mobile Firefighter Ventilation Training props.

- Acknowledged receipt of a report by the Judicial Department on compensation plan changes for the agency resulting from the advanced date of a scheduled 2% cost of living adjustment by three months.
- Acknowledged receipt of a report by the Commission on Judicial Fitness and Disability on compensation plan changes that increased the Executive Director's salary.

Natural Resources

- Increased the Other Funds expenditure limitation of the Department of State Lands by \$190,000 to rehabilitate 2014 rangeland fire damage; by \$87,300 to continue a business process mapping, review, and improvement project; and by \$140,000 for a business model study for the Elliott State Forest.
- Transferred \$900,000 of Federal Funds expenditure limitation for the Department of Fish and Wildlife from the Fish Division to the Administration Division to increase hunter education classes and improve awareness of hunting opportunities.
- Approved, retroactively, the submission of two federal grant applications by the Department of Energy to the U.S. Department of Energy's Office of Energy Efficiency and Renewable Energy totaling \$442,648 for the 2014 State Energy Program competitive awards.
- Acknowledged receipt of a preliminary report by the Department of Forestry on the 2014 fire season, with the expectation that the agency will report again in December 2014 on the fire season and potentially request allocation of resources to cover forest fire response costs.

Economic and Community Development

- Allocated \$659,300 from the general purpose Emergency Fund to the Housing and Community Services Department to meet demand for counseling services associated with the Oregon Foreclosure Avoidance Program; the allocation is expected to continue payments to counseling agencies at least through March 2015 when the program needs will be reevaluated.
- Increased the Federal Funds expenditure limitation of the Department of Veterans' Affairs by \$100,000 due to receipt of additional grant funds from the U.S. Department of Veterans' Affairs for transportation of veterans in highly rural areas.

- Approved the submission of a federal grant application by the Employment Department to U.S. Department of Labor in the amount of \$396,437 to improve the Short-Time Compensation Program.
- Acknowledged receipt of a report by the Oregon Business Development Department on proposed replacement Key Performance Measures to measure the effectiveness of the agency's small business assistance programs; and approved the new Key Performance Measures and targets.

Consumer and Business Services

- Increased the Other Funds expenditure limitation for the Board of Accountancy by \$200,000 to cover contract investigator and Attorney General costs.
- Increased the Other Funds expenditure limitation of the Board of Chiropractic Examiners by \$120,868 to cover costs associated with increased legal expenses, IT projects, and personal services.
- Increased the Federal Funds expenditure limitation for the Public Utility Commission by \$309,200 in order to spend the remainder of an American Recovery and Reinvestment Act grant.
- Approved, retroactively, the submission of a federal grant application by the Department of Consumer and Business Services for the Cycle IV Health Insurance Review Grant, and increased the Federal Funds expenditure limitation for the agency by \$300,000 for the grant award expected to be spent during the 2013-15 biennium.
- Acknowledged receipt of a report by the Construction Contractors Board on agency operations and directed the agency to report back to the Legislature during the 2015 session.

Administration

- Acknowledged receipt of a report by the Office of the Governor on a plan to mitigate the economic impact of the closure of the Blue Mountain Recovery Center in Pendleton.
- Approved, retroactively, the submission of a federal grant application by the Secretary of State to the National Historic Publications and Records Commission in the amount of \$43,696 for two years for funds available through the State and National Archival Partnership Program.
- Acknowledged receipt of a report by the Department of Administrative Services on the implementation of compensation plan changes, primarily due to the advance in date of a

scheduled cost of living adjustment by three months.

- Acknowledged receipt of reports by the Department of Administrative Services on the state's Certificates of Participation debt service savings and Lottery Bond debt service savings as a result of refinancing the debt.
- Acknowledged receipt of a report by the Department of Administrative Services on unanticipated expenditures the Department plans to include in a future Other Funds rebalance request for the Emergency Board in December or Legislature next session.
- Acknowledged receipt of a report by the Government Ethics Commission on its development of an electronic reporting system for statements of economic interest and directed the agency to report again in December 2014.
- Acknowledged receipt of a report by the Department of Revenue on the Core System Replacement project and the agency's readiness to proceed with the project's planned phase-1 implementation in November 2014.
- Acknowledged receipt of a report by the Oregon State Lottery on the feasibility of establishing a dedicated lottery raffle game to support veterans' programs.

Legislative Branch

- Established a General Fund appropriation for the Department of Administrative Services, based on a request by the Legislative Fiscal Office, and allocated \$511,996 from the general purpose Emergency Fund to the newly established appropriation for payment as a grant to TrackTown USA for costs associated with public safety at the International Association of Athletics Federations World Junior Championships held in Eugene during the summer of 2014.
- Increased the Other Funds expenditure limitation for the Military Department, Office of Emergency Management by \$212,500, based on a request by the Legislative Fiscal Office, to grant funds from the Oregon Local Disaster Assistance Loan and Grant Account to the Vernonia School District to assist with payments on debt obligations due to the construction of a replacement school facility.
- Increased the Other Funds expenditure limitation for the Military Department, Office of Emergency Management by \$62,500, based on a request by the Legislative Fiscal Office, to grant funds from the Oregon Local Disaster Assistance Loan and

Grant Account to the City of Westfir for deepening of a water intake pipe.

- Allocated \$100,000 from the general purpose Emergency Fund to the Department of Administrative Services for use by Oregon State University's Endophyte Services Laboratory,

based on a request by the Legislative Fiscal Office, for research involving the export of straw for forage to the Middle East, with a recommendation that any future state funding require a minimum dollar for dollar match with non-public funds.

Emergency Fund Balance Summary		
	Agency Requests	Emergency Board Action
General Purpose Emergency Fund		
Appropriation (after 2014 Session adjustments)	30,000,000	30,000,000
Allocations to date	(98,700)	(98,700)
Unallocated Balance	29,901,300	29,901,300
Reservations (within General Purpose)	3,850,000	3,850,000
Reservations allocated to date	0	0
Unallocated Reservations	3,850,000	3,850,000
# September 2014 Requests - General Purpose		
29 Board of Parole and Post-Prison Supervision - Parole Board Management Information System (from reservation)	(318,017)	(318,019)
33 Housing and Community Services Department - Oregon Foreclosure Avoidance Program	(1,181,300)	(659,300)
56 Legislative Fiscal Office - TrackTown USA Public Safety funding	(600,000)	(511,996)
59 Legislative Fiscal Office - OSU Agricultural Experiment Station Endophyte research	(100,000)	(100,000)
Total Requests - General Purpose	(2,199,317)	(1,589,315)
General Purpose Unallocated Balance (including Reservations) after 9/2014 (if requests approved)	27,701,983	28,311,985
Special Purpose Appropriations - Agency Specific (after 2014 Session actions)		
Allocations/Transfers to Date	(12,591,574)	(12,591,574)
Unallocated Balance	36,315,245	36,315,245
# September 2014 Requests - Special Purpose Appropriations - Agency Specific		
10 Oregon Health Authority - Senior mental health program	(3,110,000)	(3,110,000)
20 Department of Human Services - Senior services	(267,400)	(267,400)
Total Requests - Special Purpose - Agency Specific	(3,377,400)	(3,377,400)
Special Purpose - Agency Specific - Unallocated Balance after 9/2014 (if requests approved)	32,937,845	32,937,845

Emergency Board materials for the September 2014 meeting are available at <https://olis.leg.state.or.us/liz/201311/Committees/EB/2014-09-17-08-30/Agenda>

This summary is available on the Legislative Fiscal Office website at www.oregonlegislature.gov/lfo

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Summary of Emergency Board Action

May 2014

The Legislative Emergency Board met on May 30, 2014 and considered an agenda of 52 items. The agenda included two requests for allocations from the general purpose appropriation made to the Emergency Board; one of which was approved. There were also six agency requests on the agenda for allocations from special purpose appropriations made to the Emergency Board, totaling \$13.7 million, \$10.6 million of which were allocated. Additional details on these allocations are described below. After the Emergency Board actions, the unallocated, unreserved balance of the general purpose Emergency Fund is \$26.1 million with a \$36.3 million balance in special purpose appropriations.

The agenda included 17 items that requested additional 2013-15 biennium authority to spend Lottery Funds, Other Funds, and Federal Funds (including two adjusting 2011-13 capital construction expenditure authority). The Emergency Board approved expenditure limitation increases of approximately \$44.4 million Other Funds (including \$38.1 million for the Department of Administrative Services to make payments to counties under the Strategic Investment Program) and \$7.7 million Federal Funds. The Emergency Board also authorized the establishment of three permanent positions (1.25 FTE), six limited duration positions (2.71 FTE), and an increase of 19.63 FTE to existing positions.

The agenda also included 14 agency reports which the Emergency Board acknowledged receiving (three of which were on consent – from the Departments of Human Services, Transportation, and Administrative Services). The Emergency Board heard 19 requests for the submission of federal grant applications (eleven of which were on consent – from the Oregon Health Authority, Criminal Justice Commission, and Departments of Justice, Parks and Recreation, Agriculture, and Transportation). Two of the grant application requests included approvals of associated expenditure limitation increases.

The following is a summary of significant Emergency Board actions taken at the May 2014 meeting:

Education

- Allocated \$700,000 to the Higher Education Coordinating Commission and \$2,299,999 to the Department of Administrative Services for the four Technical and Regional Universities from a special purpose appropriation made to the Emergency Board for costs associated with changes in the higher education system governance.
- Acknowledged receipt of a report by the Oregon Education Investment Board on the status of the P-20 Education State Longitudinal Data System project.
- Approved the submission of two five-year federal grant applications by the Department of

Education to the U.S. Department of Health and Human Services in the amount of \$9.75 million and to the U.S. Department of Education for up to \$3.75 million to address mental health issues in schools.

Human Services

- Allocated \$390,000 to the Oregon Health Authority from a special purpose appropriation made to the Emergency Board for senior services to cover senior mental health services and planning costs; the agency was also directed to return to the Emergency Board with a more detailed program plan.

- Allocated \$500,000 to the Department of Human Services from a special purpose appropriation made to the Emergency Board for senior services to cover adult abuse data system planning costs and directed the agency to report back to the Emergency Board on planning progress.
- Allocated \$3,000,000 to the Department of Human Services from a special purpose appropriation made to the Emergency Board for senior services to cover costs of a pilot project expanding Oregon Project Independence services to people with disabilities.
- Allocated \$2,016,628 to the Department of Human Services from a special purpose appropriation made to the Emergency Board for senior services to restore federal funding lost due to sequestration.
- Acknowledged receipt of a report from the Department of Human Services and the Department of Education on policy recommendations on how best to modify the Employment Related Day Care program to provide child care subsidies to working parents enrolled in post-secondary higher education.
- Approved, retroactively, the submission of a federal grant application by the Department of Human Services to the U.S. Department of Agriculture in the amount of up to \$750,308 to expand employment services to certain Supplemental Nutrition Assistance Program participants.
- Acknowledged receipt of a report by the Department of Human Services on caregiver training and the Quality Care Fund.
- Acknowledged receipt of a report by the Oregon Health Authority on mental health housing investments.

Public Safety and Judicial Branch

- Deferred a request for an allocation from the general purpose Emergency Fund by the Criminal Justice Commission of \$142,000 to fund a vacant position until later in the biennium, and approved increases in the Other Funds expenditure limitation of \$212,000 and the Federal Funds expenditure limitation of \$1,107,000 for Specialty Court grants.
- Acknowledged receipt of a report by the Judicial Department on compensation plan changes for the agency resulting from a classification study that reviewed 29 existing job classifications covering 151 positions.

- Acknowledged receipt of a report by the Military Department on Next Generation 9-1-1 and directed the agency to report back to the Emergency Board on the status of the project.

Natural Resources

- Increased the Other Funds expenditure limitation of the Department of State Lands by \$223,145 for fire suppression and recovery costs incurred in 2013.
- Increased the Other Funds expenditure limitation of the Department of State Lands by \$750,000 for remodeling the State Lands Building for consolidation of agency staff.
- Increased the Other Funds expenditure limitation of the Department of State Lands by \$235,000 for capital improvements to enhance Common School Fund lands revenue for two Harney County projects related to conversion of grazing land to agricultural land, with the understanding that \$195,000 of the limitation increase will be unscheduled until a water right is obtained.
- Approved the submission of a federal grant application by the Parks and Recreation Department to the U.S. Fish and Wildlife Service in the amount of \$970,000 to acquire 357 acres of coastal property in the Sand Lake area of Tillamook County.
- Approved, retroactively, the submission of three federal grant applications by the Oregon Watershed Enhancement Board to the U.S. Fish and Wildlife Service in the combined amount of \$3,000,000 for acquisition and restoration of coastal wetlands (China Camp Creek, Scholfield Creek, and Kilchis River).
- Approved, retroactively, the submission of a federal grant application by the Department of Fish and Wildlife to the U.S. Fish and Wildlife Service in the amount of \$1,000,000 for acquisition of 10,000 acres near the Lower Deschutes Wildlife Area to provide enhanced public access to hunting, fishing, and wildlife viewing.

Economic and Community Development

- Allocated \$98,700 from the general purpose Emergency Fund to the Department of Veterans' Affairs and authorized the establishment of one limited duration position to facilitate timely training and accreditation of County Veteran Service Officers.

- Approved, retroactively, the submission of a federal grant application by the Department of Housing and Community Services to the U.S. Department of Housing and Urban Development in the amount of \$2,335,000 for project-based rental assistance to make 80 units of affordable housing available to extremely low-income Oregonians with mental illness.
- Approved, retroactively, the submission of a federal grant application by the Oregon Business Development Department to the U.S. Small Business Administration in the amount of \$300,000 for funds available under the State Trade and Export Promotion program and increased the Federal Funds expenditure limitation by \$210,000, with the understanding the limitation increase will be unscheduled until the grant is received.

Transportation

- Established a \$278,841 Other Funds Capital Construction expenditure limitation and a \$1,590,307 Federal Funds Capital Construction expenditure limitation for the Department of Transportation to renovate the Salem baggage depot located adjacent to the Amtrak passenger rail station; the new limitations will expire at the end of the 2013-15 biennium.
- Increased the 2011-13 Other Funds Capital Construction expenditure limitation for the Department of Transportation by \$332,391 to complete the Bend Driver and Motor Vehicle Division field office project.
- Approved the submission of a federal grant application by the Department of Aviation to the Federal Aviation Administration in the amount of \$2,385,000, increased the Other Funds Capital Construction expenditure limitation by \$265,000, and increased the Federal Funds Capital Construction expenditure limitation by \$2,385,000 for improvements at the Cottage Grove State Airport.
- Increased the 2011-13 Other Funds Capital Construction expenditure limitation for the Department of Aviation by \$204,454 to cover unbudgeted administrative, legal, engineering, and well drilling expenses at the Aurora State Airport.

Consumer and Business Services

- Increased the Other Funds expenditure limitation for the Department of Consumer and Business

Services by \$402,411, authorized the reclassification of two existing permanent positions, and authorized the establishment of five limited duration positions (2.21 FTE) to support increases in workload driven by changes in the health insurance market and in construction inspection and permitting services.

- Acknowledged receipt of a report by the Construction Contractors Board on agency operations and directed the agency to report back to the Emergency Board in September.

Administration

- Acknowledged receipt of a report by the Secretary of State on costs associated with a data breach of the agency's web applications.
- Increased the Other Funds expenditure limitation of the Treasurer of State by \$580,732 and authorized the establishment of two permanent full-time positions (0.83 FTE) for the creation of an Information Security Management program within the agency.
- Increased the Other Funds expenditure limitation of the Treasurer of State by \$111,967 and authorized the establishment of one permanent full-time position (0.42 FTE) to support the Oregon 529 College Savings Network program.
- Increased the Other Funds expenditure limitation for the Department of Administrative Services by \$38,110,951 for distributions to counties of funds from the Shared Services Fund related to the Strategic Investment Program; \$37.8 million of the amount is to be provided to Washington County.
- Increased the Other Funds expenditure limitation for the Government Ethics Commission by \$133,560 for costs associated with development of an electronic reporting system for statements of economic interest.
- Acknowledged receipt of a report by the Governor's Office on positions loaned from other agencies, funded with resources from other agencies, or currently vacant.
- Allocated \$1,684,947 from a special purpose appropriation made to the Emergency Board for the Oregon State Library, increased the Other Funds expenditure limitation by \$264,471 for endowment and donation funds and by \$2,857,191 for state agency assessments, increased the Federal Funds expenditure limitation by \$2,409,329, and authorized an

increase of 19.63 FTE for existing positions for second fiscal year operational costs of the agency.

- Acknowledged receipt of a report from the Department of Revenue on the Core System Replacement project and directed the agency to report back to the Emergency Board in September

on its readiness to proceed with implementation of Phase I of the project.

- Acknowledged receipt of a report by the Department of Administrative Services on uniform rent rates and approved the rates for the 2015-17 biennium.

Emergency Fund Balance Summary		
	Agency Requests	Full Board Action
General Purpose Emergency Fund		
Appropriation (after 2014 Session adjustments)	30,000,000	30,000,000
Allocations to date	0	0
Unallocated Balance	30,000,000	30,000,000
Reservations (within General Purpose)	3,850,000	3,850,000
Reservations allocated to date	0	0
Unallocated Reservations	3,850,000	3,850,000
General Purpose Unallocated/Unreserved Balance	26,150,000	26,150,000
# May 2014 Requests - General Purpose		
25 Criminal Justice Commission - Restore funding for Economist position	(142,000)	0
28 Department of Veterans' Affairs - Funding for position to assist training CVSOs	(98,700)	(98,700)
Total Requests - General Purpose	(240,700)	(98,700)
General Purpose Unallocated/Unreserved Balance after 5/2014	25,909,300	26,051,300
Special Purpose Appropriations - Agency Specific (after 2014 Session actions)		
Allocations/Transfers to Date	0	0
Unallocated Balance	46,906,819	46,906,819
# May 2014 Requests - Special Purpose Appropriations - Agency Specific		
8 Higher Education Coordinating Commission - Costs related to changes in governance of universities	(2,999,999)	(2,999,999)
10 Oregon Health Authority - Senior mental health specialists	(3,500,000)	(390,000)
20 Department of Human Services - Adult abuse prevention technology project	(500,000)	(500,000)
21 Department of Human Services - Oregon Project Independence pilot for people with disabilities	(3,000,000)	(3,000,000)
22 Department of Human Services - Older Americans Act backfill due to sequestration cuts	(2,016,628)	(2,016,628)
46 Oregon State Library - Second year operational costs	(1,702,192)	(1,884,947)
Total Requests - Special Purpose - Agency Specific	(13,718,819)	(10,591,574)
Special Purpose - Agency Specific - Unallocated Balance after 5/2014	33,188,000	36,315,245

Emergency Board materials for the May 2014 meeting are available at
<https://olis.leg.state.or.us/liz/201311/Committees/EB/2014-05-30-08-30/Agenda>

This summary is available on the Legislative Fiscal Office website at www.oregonlegislature.gov/lfo

Budget Narrative

Parks and Recreation Department

Agency Summary

OREGON STATE PARKS AND RECREATION COMMISSION

To assure accountability to all Oregonians, the Oregon State Parks and Recreation Commission sets policy and approves major actions of the Oregon Parks and Recreation Department (OPRD). The Commission establishes policy, promotes the state's outdoor recreation agenda, sets budget goals and approves the OPRD biennial budget request, adopts rules for OPRD, approves acquisition of property for the state park system, and sets rates for the use of park facilities.

The Oregon State Parks and Recreation Commission consists of seven members appointed by the Governor and confirmed by the Senate. As specified by state law, the Commission represents each of Oregon's five congressional districts, plus two at-large representatives, one from east of the Cascade Mountains and one from west of the summit of the Coast Range. The Commissioners are committed advocates who only receive a nominal daily stipend while in performance of official duties, plus actual costs of travel, food and lodging associated with their service to the state. Commissioners serve staggered four-year terms. Current members of the Commission are:

Cal Mukumoto, Chair
Coos Bay
Congressional District 4

Brad Chalfant
Bend
Congressional District 2

Jonathan Blasher
Portland
Congressional District 3

Jennifer H. Allen
Portland
Congressional District 1

Wendy Veliz
Wilsonville
Congressional District 5

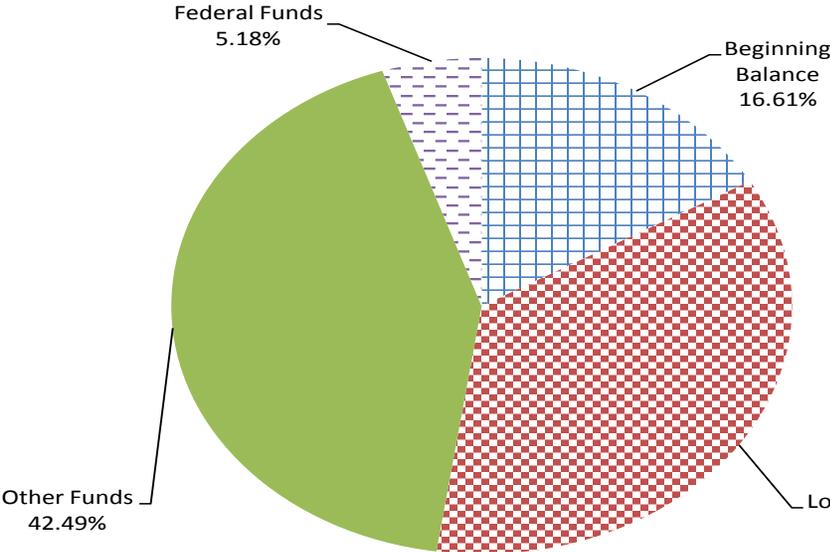
Robin Risley
Cannon Beach
West of the Coast Range

Lisa Dawson
Joseph
East of the Cascade Range

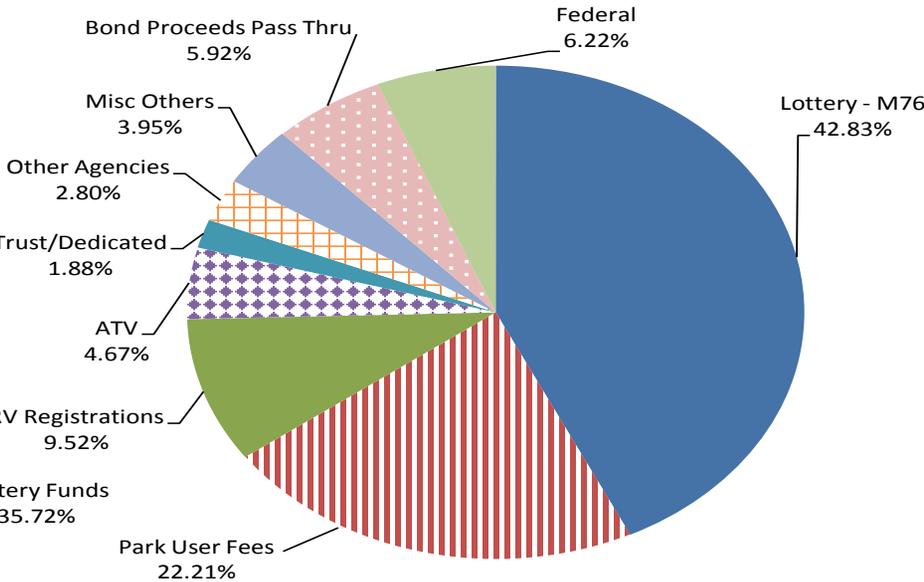
Budget Narrative

Budget Summary Graphics

2015-17 Legislatively Approved Budget by Fund Revenues by Fund Type

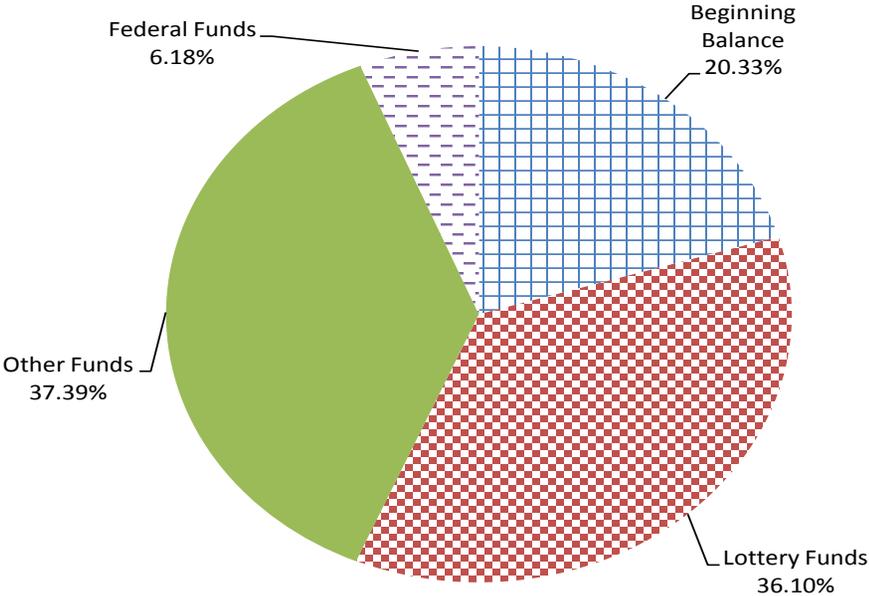


2015-17 Legislatively Approved Budget Breakdown of Revenue Sources

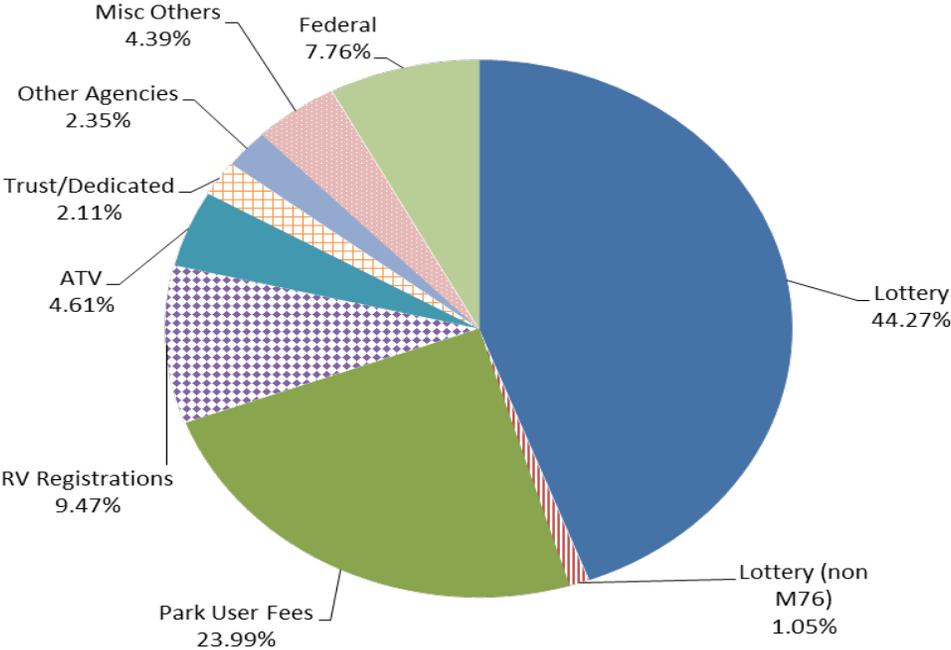


Budget Narrative

2017-19 Agency Request Budget by Fund Revenues by Fund Type

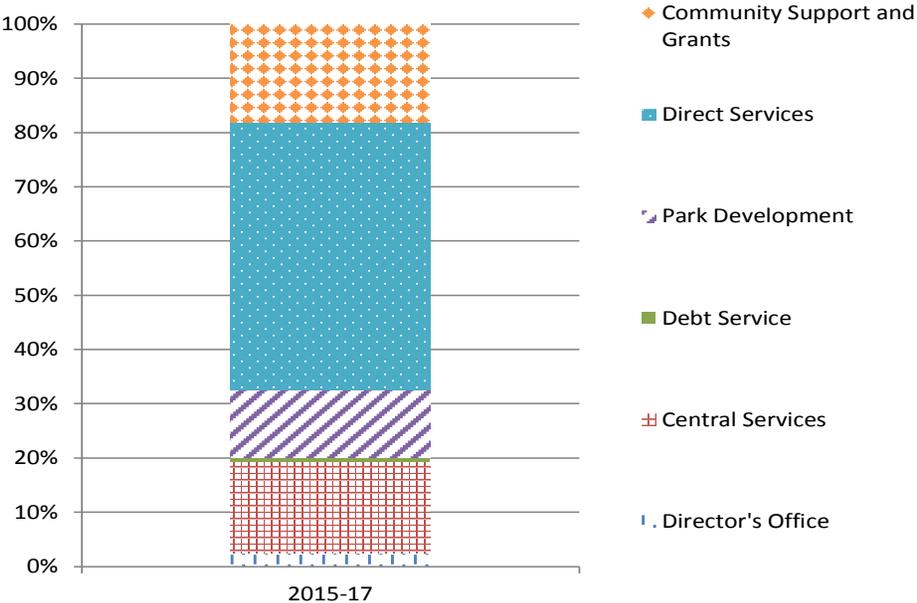
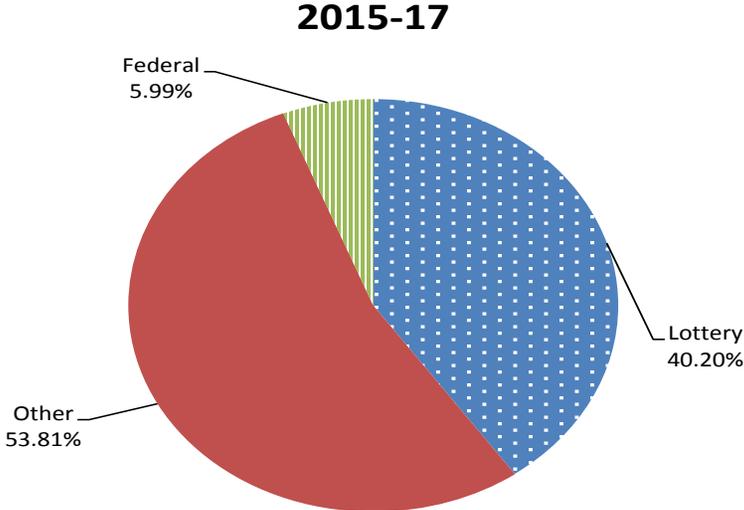


2017-19 Agency Request Budget Breakdown of Revenue Sources



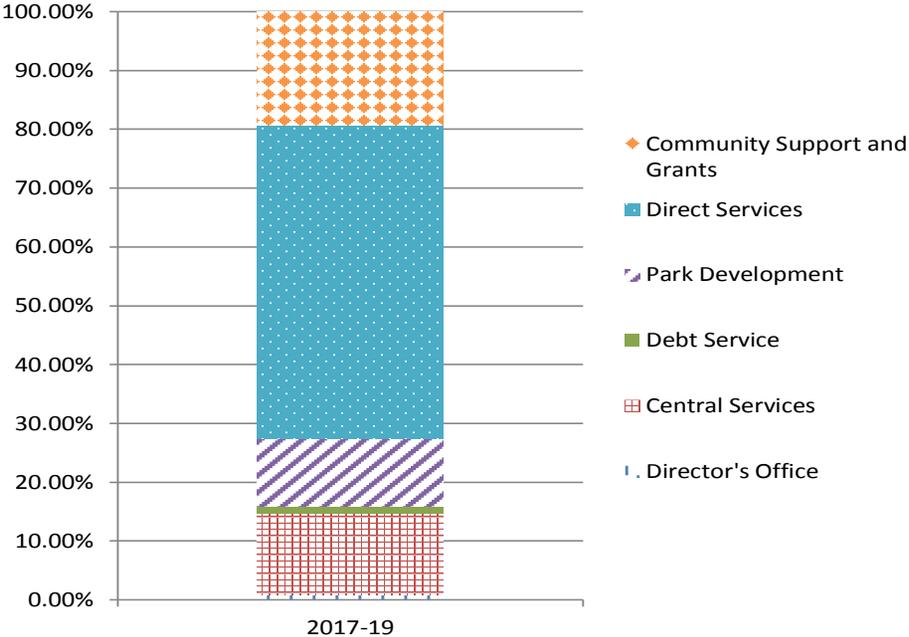
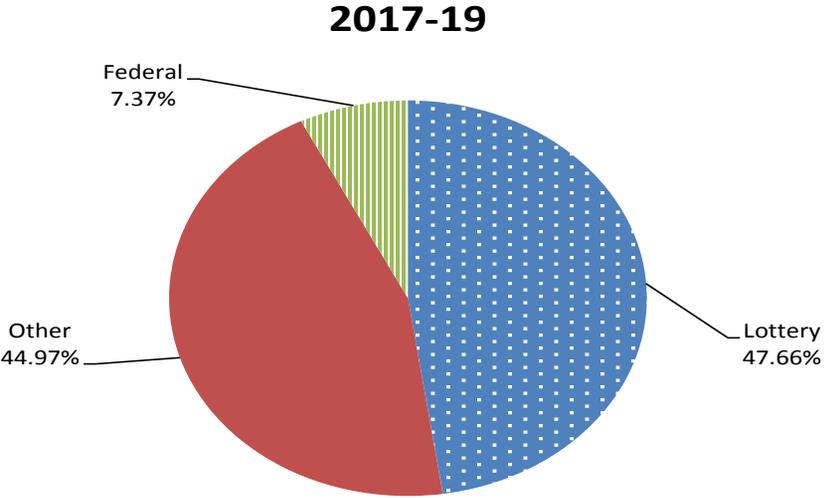
Budget Narrative

2015-17 Legislatively Approved Budget by Program



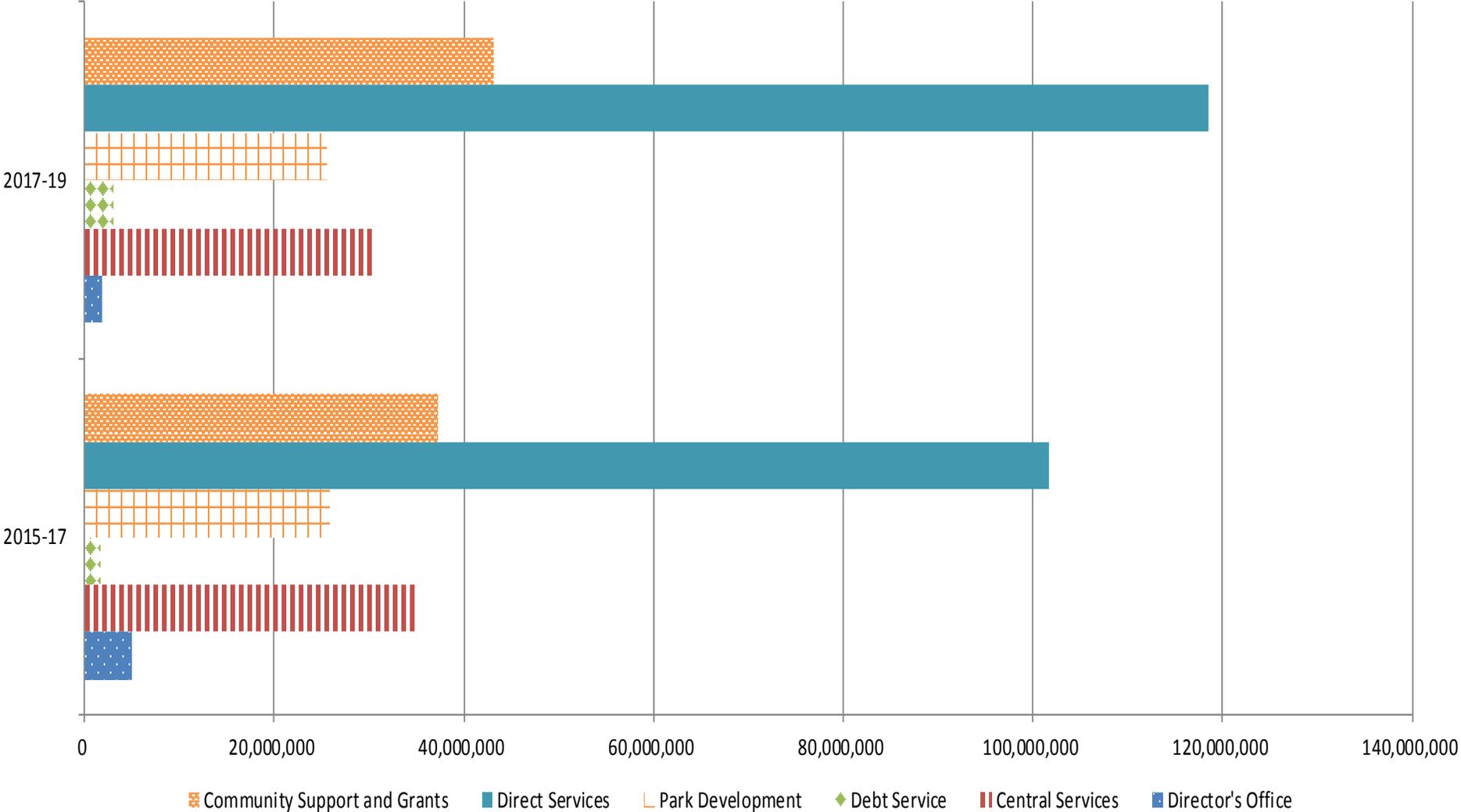
Budget Narrative

2017-19 Agency Request Budget by Program



Budget Narrative

Comparison of 2015-17 Legislatively Approved Budget to 2017-19 Agency Request Budget



Budget Narrative

Mission Statement and Statutory Authority

MISSION: TO PROVIDE AND PROTECT OUTSTANDING NATURAL, SCENIC, CULTURAL, HISTORIC AND RECREATIONAL SITES FOR THE ENJOYMENT AND EDUCATION OF PRESENT AND FUTURE GENERATIONS.

Oregon Parks and Recreation Department (OPRD) administers Oregon's public investment in land and facilities for parks, recreation and historic preservation as follows:

- State Park and other Land Management:
 - Providing outstanding park experiences to visitors,
 - Administering, operating and maintaining state parks, trails, and natural areas,
 - Protecting and managing significant natural and cultural resources,
 - Acquiring state park lands,
 - Planning, designing, and implementing state park facility maintenance and development projects,
 - Providing opportunities to connect to state parks through volunteering,
 - Protecting Oregon's Ocean Shore State Recreation Area and State Scenic Waterways, and
 - Managing Oregon's Natural Heritage Program.
- Outdoor Recreation and Planning
 - Administration of non-motorized land and water based recreation trails,
 - Administration of the All-Terrain Vehicles (ATV) program,
 - Administration of recreation grants to counties and local governments,
 - Management of Parks and Natural Resource funded programs for local park development grants,
 - Development of statewide comprehensive outdoor recreation plans, and
 - Coordination of interagency and inter-organizational recreation outreach.
- Heritage Conservation
 - State Historic Preservation Office,
 - Oregon Heritage Commission,
 - Oregon Historic Cemetery Commission,
 - Administration of state and federal grants and programs of the National Historic Preservation Act,
 - Archaeological site assessments and permits, and
 - State and federal tax incentive programs for Oregon Historic Properties.
 - Administration of Oregon's Main Street Revitalization Grant Program.

Budget Narrative

OREGON CONSTITUTIONAL PROVISION

Article XV, Section 4(d)-State Lottery; Use of Net Proceeds from State Lottery

Related Statutes: Parks and Natural Resources Fund Article XV, Section 4a-ORS 541.940;541.967

Article IX, Section 3a-Use of revenue from taxes on motor vehicle use and fuel; legislative review of allocation of taxes between vehicle classes

STATUTORY AUTHORITY

ORS Chapter 390; State and Local Parks; Recreation Programs; Scenic Waterways; Recreation Trails; State Recreation Areas; Ocean Shores; and All-Terrain Vehicles.

Historic, Archaeological and Cultural Preservation Statutes:

ORS 97.740-97.760	Indian Graves and Protected Objects
ORS 97.772-97.784	Oregon Commission on Historic Cemeteries
ORS 273.563-273.591	Natural Areas Program
ORS 358.475-358.565	Classification of Historic Property
ORS 358.570-358.595	Oregon Heritage Commission
ORS 358.583	Grants for Museums
ORS 358.605-358.622	Historic Preservation Plan
ORS 358.635-358.660	Preservation of Property of Historic Significance
ORS 358.680-358.690	Oregon Property Management Program for Historic Sites and Properties
ORS 358.905-358.961	Archaeological Objects and Sites

Oregon Administrative Rules: Chapters 736

Budget Narrative

Agency Strategic Plan

Long-Range Plans

In 2008, the Oregon Parks and Recreation Commission articulated eight principles that provide long-term, fundamental direction for the Department. The first three principles—protecting Oregon’s special places, delivering great experiences, and doing both things sustainably—have guided the development of Oregon’s outdoor recreation and heritage services in one form or another since the state park system was created in 1922. The other five principles support these three big ideas. Altogether, the eight principles are called the Centennial Horizon, aiming to secure lasting success for the state park and heritage system by the 100th anniversary in 2022.

Introduction

The mission of the Oregon Parks and Recreation Department is to provide and protect outstanding natural, scenic, cultural, historic and recreation sites for the enjoyment and education of present and future generations. The Department is guided by the Oregon State Parks and Recreation Commission, which is composed of seven citizens appointed by the Governor. The Commission oversees the direction of the Department, and they adopted a guiding set of principles called *Centennial Horizon* in 2008. The document steers the Department to its 100th anniversary in 2022 and beyond by stating eight broad principles that guide management of the Oregon parks, recreation and heritage systems.

The first three principles have been stated and restated in one form or another since the park system was founded in 1922, and continue to provide an overarching vision for Oregon’s state parks and heritage services:

1. **Protect Oregon’s special places:** guide smart, steady protection of Oregon’s key outdoor recreation and heritage features.
2. **Provide great experiences:** give every Oregonian an opportunity to connect with enriching outdoor experiences and this land’s history.
3. **Take the long view:** continuously deliver on these commitments through good management and finding the resources to operate and evolve the system.

These three main ideas find support in the remaining five principles: engage people with outreach, build the state park system with vision and purpose, inspire partners, prioritize the effort, and make sure the systems are staffed by employees who love their work.

Each principle is enacted with general long-term strategies.

Budget Narrative

Principle 1: Protect Oregon's special places

The park system we enjoy today is because of the foresight of yesterday. Policymakers, politicians and ordinary citizens took bold actions that set aside priceless pieces of Oregon. OPRD's job is to continue this legacy steadily and strategically.

The state is endowed with wild, rural and urban areas interconnected with systems of trails, parks, natural areas, heritage sites, coastline and rivers that are accessible and healthy. This integrated system is seamless, regardless of landowner or boundary.

Strategies

- Secure outstanding habitats, historic places and scenic settings. Encourage public ownership through grants or public/private partnerships.
- Protect important vistas, viewpoints and scenery.
- Help safeguard Oregon's historic places and stimulate activities that foster their use, care and longevity.
- Manage properties to ensure their environmental health and protect their beauty.
- Protect Oregon's ocean beaches and rocky shores.

Principle 2: Provide great experiences

OPRD fulfills its mandate by providing state parks opportunities for outdoor recreation and Oregon's heritage, and by leading others to work cooperatively to meet every Oregonian's recreation needs.

Strategies

- Make sure state park development and opportunities for recreation reflect the needs of all Oregonians, regardless of age, background, past outdoor experience, or any other factor. Focus on reaching out to underserved groups to introduce them to the joys of outdoor play, and be willing to evolve park services to meet new needs.
- Grow state park services steadily and smartly as Oregon's population grows, and enable others to build parks that will meet emerging needs.
- Create interconnected system of bicycle, hiking and water trails to position Oregon as a top trails state in the U.S.

Principle 3: Take the Long View

When we create opportunities for outdoor recreation and protect heritage areas, we must keep in mind our ability to continue the effort over the long haul. Environmentally sound construction, management and maintenance are key for the long life of a park. Two other resources are also vital: a constantly refreshed supply of talented, dedicated stewards, and financial resources capable of naturally growing in pace with increasing costs. Together, these strengths ensure the state parks that have served us for the last hundred years will be around for another hundred ... and more.

Budget Narrative

Strategies

- Provide first-class park facilities designed to appeal to all Oregonians.
- Promote the ethic that parks are vital to Oregon's way of life, and that we have a civic responsibility to provide and protect them.
- Reduce OPRD's environmental impacts at all levels.
- Apply sound planning, industry standards and technology to design, construct, and maintain the physical infrastructure of the park system.

The first three principles are key, but a set of five supporting principles guide staff to create projects and seize opportunities that advance toward its goals:

Principle 4: Engage People Through Education and Outreach

Strong communication and interpretation can inspire people to connect with the outdoors, help them enjoy and understand the parks, and encourage stewardship.

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

Oregon's state parks are gateways to a destination or are themselves individual destinations. The system as a whole can be enlarged by linking these properties to other public or private land.

Principle 6: Attract and Inspire Partners

Advocacy groups, volunteers, land owners and governments across a spectrum of interests offer wisdom and insight needed to create the best recreational, environmental and cultural experiences in Oregon.

Principle 7: Prioritize Based on the Vision

Focus time, energy, talent and funding on those activities that effectively advance the goals of OPRD and this plan.

Principle 8: Oregon's Parks Will Be Tended by People Who Love Their Work

An excellent state park system is operated by staff and volunteers who are trained, motivated, challenged and satisfied by what they do. They are committed to professional excellence and to providing memorable experiences for their visitors. To understand and change as Oregon herself does, the department will constantly review and revise recruiting, training, and retention practices to stay in sync with the people of this state.

Budget Narrative

2017-19 Short Term Plan

The Oregon Parks and Recreation Department is divided into three main operating divisions—Operations, Heritage Programs, Administration. Each of these divisions are charged with ensuring that agency goals are met.

In the short- and medium-term, two initiatives are front and center: inclusion—broadening the scope and service of Oregon’s state park system so it provides opportunities to Oregonians regardless of background—and branding, to spread awareness of the importance of the park and heritage systems to Oregon’s identity.

Operations Division:

- Provide on-the-ground operation of recreational properties – including Parks that offer overnight accommodations,
- Deliver the state park experience to visitors.
- Manage the natural resources under agency stewardship,
- Execute the Maintenance and Enhancement Program,
- Manage the Acquisition and Development Program,
- Manage the Department’s volunteer program which provides over 465,000 hours of support to the Department’s mission each year. Plan for future recreational needs,

Heritage Programs:

- Manage all federal and state heritage programs
- Coordinate programs that:
 - advocate for historic cemetery conservation,
 - advise on historic preservation policy,
 - designate historic properties,
 - provide grants to heritage programs,
 - provide grants to museums and historical societies, and

Budget Narrative

The Administration Division includes the Director's Office:

- Provide overall agency direction, support commission,
- Provide Financial Services including budget, accounting and payroll,
- Provide statewide technology support to the agency,
- Provide Human Resources, Risk and Safety Services,
- Provide public services, communications, and marketing including development and printing of brochures, media contacts, interpretation, and an extensive web presence, including e-commerce services,
- Provide lottery funded grants to local communities.
- Provide grants for Oregon ATV safety, law enforcement, and riding opportunities, all of which occur outside the state park system.

There are debt service payments on various bonds issued for the Oregon State Fair and Exposition Center prior to its transfer to the Department. OPRD will continue to pay the Debt Service on these bonds from measure 76 Lottery Funds until paid off.

In addition, debt service payments on bonds issued for Willamette Falls and Forest Park are included in the Department's budget. Non Measure 76 Lottery Funds will be used to pay the Debt Service until it is paid off.

Budget Narrative

Section 1: Budget Principles

- a. Dedicated lottery funds will be used as constitutionally directed for: “protection, repair, operation, creation and development of state parks, ocean shores and public beach access areas, historic sites and recreation areas [and] for the following purposes: (1) maintain, construct, improve, develop, manage and operate state park and recreation facilities, programs and areas; (2) acquire real property(3) operate grant programs for local government.
- b. General operations of the Department will be funded with a mix of other and lottery funds with the other funds primarily coming from Parks User Fees and Recreational Vehicle registration fees. Dedicated funds will be spent according to their specific purpose.
- c. The Department is committed to maintaining the following programs as adopted by the Commission in its Investment Strategy and will allocate dedicated lottery funds in each biennium.
 - i. Facility Investment Program (FIP) – for maintenance, repair, reduction of backlog and enhancement of park facilities.
 - ii. Acquisition – for the acquisition of real property for the creation and operation of state parks, ocean shores public beach access areas, recreation and historic sites or because of natural, scenic, cultural, historic and recreational value
 - iii. Local Government Grant Program – to assist local governments in accomplishing park and recreation purposes
- d. Federal funds will be maximized for the greatest benefit to the Department.
- e. Review user fees biennially and adjust as necessary to accommodate for inflation, parity, and other factors, while ensuring that parks are maintained at the current standards or better while remaining accessible. Ideally, under Policy Option Package 104, set fees move flexibility to keep them affordable, but earn revenue more in line with the high quality Oregon State Park experience.

Budget Narrative

Section 2: Budget Objectives

- a. Ensure the long-term sustainability of Oregon's state park and heritage systems.
- b. Create recreation and heritage experiences that meet the needs of a diverse population.
- c. Build a strong relationship with Oregon communities through grants and expertise so we can connect Oregonians to a more complete recreational experience.
- d. Strengthen, and develop, mutually beneficial partnerships with other state, federal and local agencies, tribal governments, communities, service groups, volunteer organizations and private businesses.
- e. Balance repairs and improvements to existing parks against strategic, affordable new acquisitions.
- f. Use technology to better serve our customer's needs, and earn new revenue as a consequence.
- g. Maintain current service levels in the state park and heritage systems without expanding agency responsibilities into new areas.

Budget Narrative

2017-19 Key Performance Measures

1. Park Visitation- Visitors per acre of Oregon Parks and Recreation Department property.
2. Heritage Program Benefits- Number of properties, sites, or districts that benefit from an OPRD-managed heritage program.
3. Grant Programs- Percent of Oregon Communities that benefit from an OPRD-managed grant program.
4. Property Acquisition- Recreation lands index: Park lands and waters acquired by OPRD as a percentage of total goal. (Linked to Oregon Benchmark #91)
5. Facilities Backlog- Percent reduction in facilities backlog since 1999.
6. Customer Satisfaction- Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise and reliability of information.
7. Commission Best Practices- Percent of total best practices met by the State Parks and Recreation Commission.

The September 2016 Key Performance Measures report is located in the Special Reports section.

Budget Narrative

Program Prioritization for 2017-19

Agency Name: Oregon Parks and Recreation Department																					
2017-19 Biennium											Current Service Level										
											Agency Number: 63400										
Program/Division Priorities for 2017-19 Biennium																					
1	2	3	4	5	6	7	8	9	10	12	14	15	16	17	18	19	20	21	22		
Priority (ranked with highest priority first)	Agency Initials	Program or Activity Initials	Program Unit/Activity Description	Identify Key Performance Measure(s)	Primary Purpose Program- Activity Code	GF	LF	OF	FF	TOTAL FUNDS	Pos.	FTE	New or Enhanced Program (Y/N)	Included as Reduction Option (Y/N)	Legal Req. Code (C, D, FM, FO, S)	Legal Citation	Explain What is Mandatory (for C, FM, and FO Only)	Comments on Proposed Changes to CSL included in Agency Request			
Agcy	Prgm/ Div																				
1	1	OPRD	Park Exp	Park Experiences - field operations, interpretive services, natural resources, Ops engineering	634.1,4,6	11		46,948,113	51,845,998	2,123,199	\$ 100,917,310	718	450.10	Y	Y					A policy package adds additional positions and funding for park operations. ARB reductions options list includes removal of inflation and across the board reductions to this program. Additional reductions are made to reduce small grant limitation.	
2	1	OPRD	Heritage prg	Heritage Programs	634.2,3	11		2,397,958	760,414	1,268,131	\$ 4,426,503	17	17.00	Y	Y	FO	see below (a)	See notes with Criteria		A policy package adjusts funding for two positions. ARB reductions options list includes removal of inflation and across the board reductions to this program.	
3	1	OPRD	FIP	Facilities Investment Program	634.1,4,5,6	11		16,902,011	3,290,749	1,742,574	\$ 21,935,334	13	13.00	Y	Y					A policy package adds additional funding for maintenance and repair. ARB reductions options list includes removal of inflation from this program; additional reductions are made to funding for maintenance and repair.	
4	1	OPRD	Bus Svcs	Business Services - reservation and distribution center	634.1,6	11		3,367,331	3,558,630		\$ 6,925,961	27	25.10	N	Y					ARB reductions options list includes removal of inflation and across the board reductions to this program.	
5	2	OPRD	Rec Grants	Recreation Grants	634.3	11		12,090,303	2,054,266	4,035,284	\$ 18,179,853	5	5.00	Y	Y	FO	see below (b)	See notes with Criteria		Grant funds are carried over in a policy package. ARB reductions options list includes removal of inflation from this program.	
6	3	OPRD	Heritage grt	Heritage Grants	634.3	11		644,868	230,214	702,155	\$ 1,577,237			Y	Y	FO	see below (a)	See notes with Criteria		Grant funds are carried over in a policy package. ARB reductions options list includes removal of inflation and across the board reductions to this program.	
7	2	OPRD	Acq	Property Acquisition Program	634.1,4,6	11		1,555,500			\$ 1,555,500			Y	Y					A policy package adds additional funding for acquisitions. ARB reductions options list includes removal of inflation from this program; additional reductions are made to funding for acquisitions.	
8	2	OPRD	T&S	Trust and Dedicated Accounts	634.1,5,6	11		499,899	6,140,612		\$ 6,640,511			Y	Y					A policy package adds additional funds for preventive maintenance. ARB reductions options list includes removal of inflation from this program.	
9	1	OPRD	Ext Relation	External Relationships - communication with the public, recreation research	634.1,6	11		1,587,194	1,682,918		\$ 3,270,112	8	8.00	Y	Y					A policy package adds additional staff to this program. ARB reductions options list includes removal of inflation and across the board reductions to this program.	
10	4	OPRD	ATV Prog	ATV program and grants	634.3,4,6	11			10,790,396		\$ 10,790,396	7	7.00	N	Y					ARB reductions options list includes removal of inflation and across the board reductions to this program.	

Budget Narrative

Program/Division Priorities for 2017-19 Biennium																					
1	2	3	4	5	6	7	8	9	10	12	14	15	16	17	18	19	20	21	22		
Priority (ranked with highest priority first)	Agency Initials	Program or Activity Initials	Program Unit/Activity Description	Identify Key Performance Measure(s)	Primary Purpose Program- Activity Code	GF	LF	OF	FF	TOTAL FUNDS	Pos.	FTE	New or Enhance Program (Y/N)	Included as Reduction Option (Y/N)	Legal Req. Code (C, D, FM, FO, S)	Legal Citation	Explain What is Mandatory (for C, FM, and FO Only)	Comments on Proposed Changes to CSL included in Agency Request			
Agcy	Prgm/ Div																				
NR	NR	OPRD	Debt Svc	OEC Debt Service		11	834,165			\$ 834,165	0	0.00	N	N	D						
NR	NR	OPRD	Debt Svc	Willamette Falls Debt Service - includes Willamette Falls, Forest Park and Main Street bonds		11	2,213,444	0		\$ 2,213,444	0	0.00	N	N	D						
NR	NR	OPRD	DOI/Comm	Director's Office and Commission	634.6,7	11	779,370	807,881		\$ 1,587,251	3	3.00	N	Y					ARB reductions options list includes removal of inflation and across the board reductions to this program.		
NR	NR	OPRD	Agy Improve	Agency Improvement - agency wide policy, program review and improvement	634.6	11	134,511	143,275		\$ 277,786	1	1.00	N	Y					ARB reductions options list includes removal of inflation and across the board reductions to this program.		
NR	NR	OPRD	Adm Svc	Administrative functions - Acctg, Budget, IT, HR, Procurement, Volunteers, Risk and safety	634.1,6	11	9,765,303	10,322,942		\$ 20,088,245	46	46.00	Y	Y					A policy package adds additional staff to this program. ARB reductions options list includes removal of inflation and across the board reductions to this program.		
										\$ -											
							99,719,970	91,628,295	9,871,343	\$ 201,219,608	845	575.20									
							99719970	91628295	9871343	201219608											

7. Primary Purpose Program/Activity Exists

- 1 Civil Justice
- 2 Community Development
- 3 Consumer Protection
- 4 Administrative Function
- 5 Criminal Justice
- 6 Economic Development
- 7 Education & Skill Development
- 8 Emergency Services
- 9 Environmental Protection
- 10 Public Health
- 11 Recreation, Heritage, or Cultural
- 12 Social Support

19. Legal Requirement Code

- C Constitutional
- D Debt Service
- FM Federal - Mandatory
- FO Federal - Optional (once you choose to participate, certain requirements exist)
- S Statutory

- (a) SHPO - National Historic Preservation Act of 1966; Public Law 89-665
- (b) Land and Water Conservation Program - Public Law 88-578.78 Stat 897 Title 16 U.S.C. OAR Division 8 736-008-0005:0055 and ORS 390.180
- (b) Recreation Trails Program 23 U.S.C. 104 SAFETEA-LU
- (b) Natural Heritage Program - United States Endangered Species Act of 1973. Cooperative Endangered Species Conservation Fund (Section 6 grant program). 16 U.S.C. §1535(c)(1)

Prioritize each program activity for the Agency as a whole

Document criteria used to prioritize activities:

OPRD based the prioritization on the Agency Mission and the Investment Strategy. These items have been approved the by the Oregon Parks and Recreation Commission. In addition, OPRD reviewed the required 10 percent reduction list and internal prioritizations maintained in case Other or Lottery Funds decline substantially to maintain consistent priority rankings.

OPRD has constitutionally dedicated funding but not programs. Therefore, there are no "Cs" in Column 19.

NR - Not ranked based on the instructions.

OPRD is not required to accept federal funds from the Land and Water Conservation Fund (LWCF) or Recreation Trails Program (RTP). However, these programs primarily pass these funds on to other entities in the state - cities and counties. Once LWCF funds have been accepted and grants awarded, OPRD has a responsibility to inspect and certify past funded projects at least one every 5 years forever.

While the state is not technically required to accept federal funds to carry out SHPO functions, doing so allows Oregon's historic properties to benefit from those programs. It also provides the state a streamlined method for handling the cultural resource reviews required of all federally funded or licensed projects in the state (approx. 250 projects per month, including numerous ODOT projects). Without the SHPO reviews, many of those projects would be delayed or perhaps canceled.

Budget Narrative

Reduction Options

The Oregon Parks and Recreation Department modified current service level budget includes \$97,506,526 Parks and Natural Resource Funds (Lottery), \$2,213,444 Lottery Funds, \$90,583,022 Other Funds, and \$9,871,343 Federal Funds. Major business activities supported by these funds are: Operations, Facility Investment Program, Grant Programs, Heritage and Community Programs, and Administration. These activities include: 1) Legislatively established parks and recreation programs, including Historic and Cultural preservation, Scenic Waterways, Willamette Greenway, Ocean Shores, Recreational Trails and; 2) essential operating services including personnel, payroll, accounting, reporting, budgeting, information services, publicity and publications, purchasing, fleet, property management and operation of the state park system. The department's operating budget is 71.72% of the total current service level budget. The remainder is a combination of pass-through funds to local governments, non-profit groups, and other government entities; acquisition, development and facility investment funds; debt service costs; and charges from other state agencies. The proposed reductions options are as follows, by priority and fund type:

ACTIVITY OR PROGRAM (Which program or activity will not be undertaken)	DESCRIBE REDUCTION (Describe the effects of this reduction. Include positions and FTE in 2017-19 and 2019-21)	AMOUNT AND FUND TYPE (GF, LF, OF, FF. Identify Revenue Source for OF, FF)	RANK AND JUSTIFICATION (Rank the activities or programs not undertaken in order of lowest cost for benefit obtained)
1. Remove standard inflation.	Eliminates the standard inflation of 3.7% (4.1% on Professional Services) granted during the budget building process.	\$1,418,135 LF \$1,570,904 OF \$ 316,926 FF	Costs to operate the park system will continue to rise and the impact will reduce the services available to visitors. May impact KPM #6 Customer Satisfaction.
2. Reduce small grant limitation.	Agency will not seek small, one time grants that are Other or Federal funds for projects throughout the Department.	\$2,718,394 OF \$ 670,208 FF	This will hinder efforts to complete projects and park development by reducing total funds available. Will defer costs of necessary projects to future biennia.
3. Reduce Acquisition program.	Reduces funding available to the Department for the purchase of property.	\$555,500 LF	This reduction may impede the Department's efforts to acquire additional recreational opportunities and require the Department to forgo opportunities to meet current and future needs, to protect significant resources,

Budget Narrative

			scenic and historic areas when they become available. Impacts KPM #4 Property Acquisition.
4. Across the board 6% reductions in the Director's Office, Central Services and Direct Services.	Take an across the board reduction in Other and Lottery Funds impacting primarily services and supplies where possible.	\$3,707,188 LF \$4,051,588 OF	Programs funded with Other and Lottery funds include all field operations, reservation and information services, public information services (brochures, maps etc). A reduction to these programs will reduce customer service. Would reduce maintenance and cleaning of park facilities, provision of information to potential park visitors, and marketing efforts. Could result in loss of revenue to the Department. Impacts KPM #6 Customer Satisfaction.
5. Across the board 6% reductions in the Heritage programs and grants, Grant Administration and the ATV program.	Take an across the board reduction in Other and Lottery Funds impacting primarily services/supplies where possible and grant awards where necessary.	\$233,525 LF \$720,239 OF	Programs funded with these Other and Lottery funds includes the staff and programs that work with communities related to historic preservation and provide associated grants; bicycle recreation, scenic waterways and other grant administration functions.
6. Reduce facilities construction and maintenance program.	Reduce funding available to the Department for maintenance, repair and enhancement of park properties.	\$4,057,649 LF	This program's purpose is to complete major maintenance, preventive maintenance and repairs to park facilities. The program also includes enhancements and upgrades that coincide with major maintenance and repairs. Program reductions will hinder the agency's efforts to

Budget Narrative

			reduce deferred maintenance projects This action will not result in any long term savings. Delays in maintenance could actually result in higher overall costs. Impacts KPM #5 Facilities Backlog.
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Budget Narrative

Summary of 2017-19 Budget Oregon Parks and Recreation Department

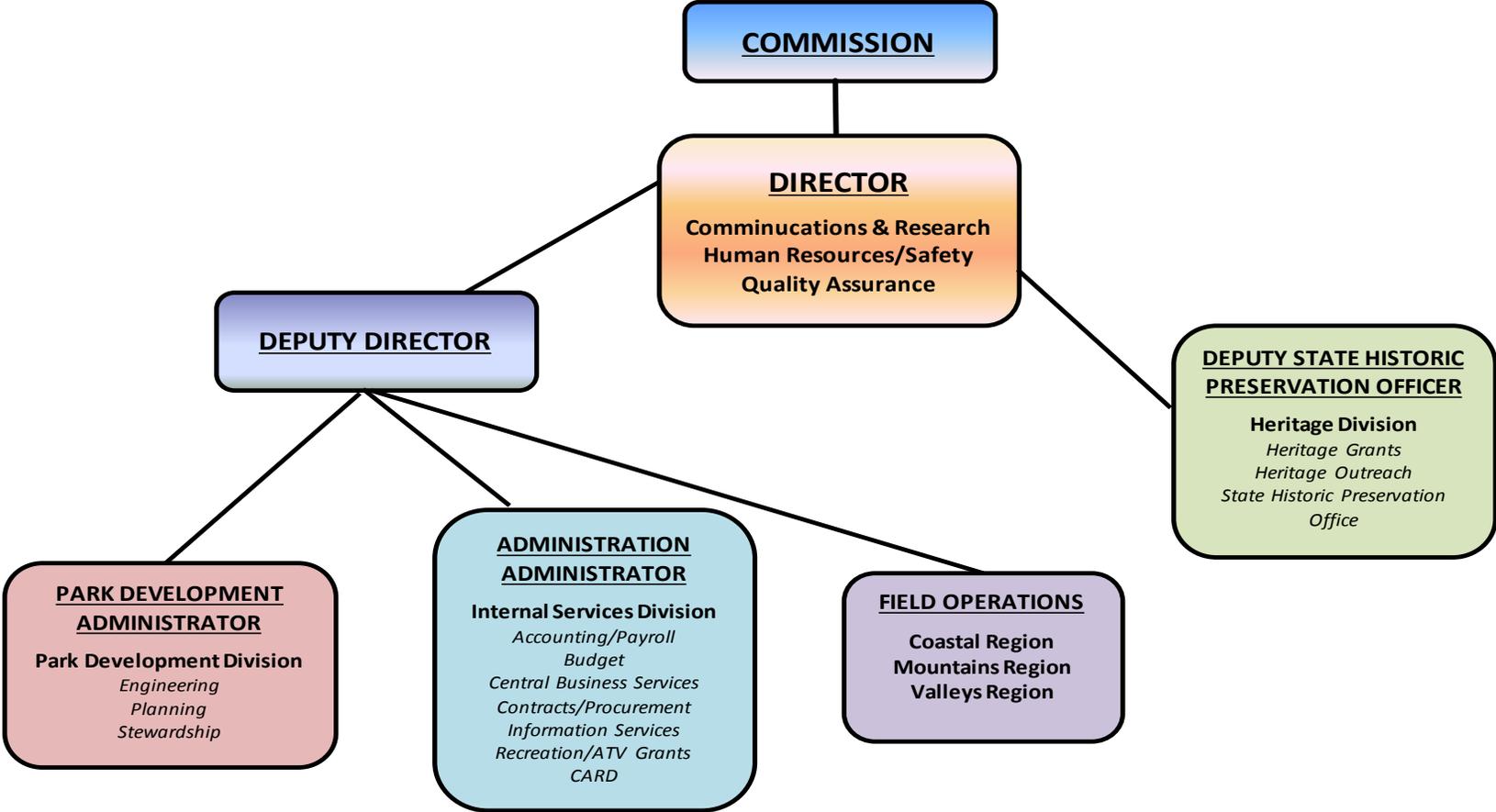
	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited	
								Other	Federal
2015-17 LEGISLATIVELY ADOPTED BUDGET	847	576.26	201,949,907		81,406,896	108,236,201	12,306,810		
Emergency Board Actions (through 3/2016)			3,679,705		1,510,405	2,131,063	38,237		
2015-17 Legislatively Approved Budget	847	576.26	205,629,612		82,917,301	110,367,264	12,345,047		
Base Budget Adjustments:									
Net Cost of 2015-17 Position Actions:									
Administrative, Biennialized E-Board, Phase-Out	(2)	(1.06)	5,292,799		2,208,579	3,050,112	34,108		
Estimated Cost of 2017-19 Merit Increase									
Base Debt Service Adjustment			1,365,253		1,365,253				
Base Nonlimited Adjustment									
Capital Construction Adjustment									
Subtotal: 2017-19 Base Budget	845	575.20	212,287,664		86,491,133	113,417,376	12,379,155		
Essential Packages:									
Package No. 010									
Vacancy Factor (Increase)/Decrease			(197,584)		(85,012)	(112,572)			
Non-PICS Personal Service Increase/(Decrease)			489,658		201,338	285,729	2,591		
Subtotal			292,074		116,326	173,157	2,591		
Package No. 021/022									
021 - Phased-In Programs Excl. One-Time Costs									
022 - Phase-Out Programs and One-Time Costs			(15,930,303)		(970,000)	(12,133,011)	(2,827,292)		
Subtotal			(15,930,303)		(970,000)	(12,133,011)	(2,827,292)		
Package No. 031/032/033									
Cost of Goods & Services Increase/(Decrease)			2,769,165		1,795,486	729,553	244,126		
State Govt Service Charges Increase/(Decrease)			1,801,008		576,098	1,152,147	72,763		
Subtotal			4,570,173		2,371,584	1,881,700	316,889		
Package No. 040									
Mandated Caseload Increase/(Decrease)									
Package No. 050									
Fund Shifts					11,509,120	(11,509,120)			
Package No. 060									
Technical Adjustments					201,807	(201,807)			
Subtotal: 2017-19 Current Service Level Budget	845	575.20	201,219,608		99,719,970	91,628,295	9,871,343		
2017-19 Current Service Level - Page 1 Subtotal	845	575.20	201,219,608		99,719,970	91,628,295	9,871,343		
Package No. 070									
Revenue Shortfalls			(1,045,273)			(1,045,273)			
Subtotal: 2017-19 Modified Current Service Level	845	575.20	200,174,335		99,719,970	90,583,022	9,871,343		

Budget Narrative

	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited	
								Other	Federal
Emergency Board Packages:									
(List ORBITS Package number and title)									
Subtotal Emergency Board Packages									
Policy Packages:									
101 Standard Operational Needs			1,215,418		153,861	1,061,557			
102 Honor Grant Award Obligations			9,130,659			2,604,154	6,526,505		
103 Update Camping Rates	16	14.08	2,310,712		1,106,235	1,204,477			
104 Flex Fees in Limited Way to Earn Average Rates			1,536,836		735,996	800,840			
105 Invest in People Who Serve	28	22.82	3,928,329		2,376,804	1,551,525			
106 Invest in New & Expanded Parks for Oregonians			1,000,000		1,000,000				
107 Invest to Maintain Parks			1,000,000		1,000,000				
108 Support Salmonberry Trail	1	1.00	2,280,837			2,280,837			
Subtotal Policy Packages	45	37.90	22,402,791		6,372,896	9,503,390	6,526,505		
Total: 2017-19 Budget	890	613.10	222,577,126		106,092,866	100,086,412	16,397,848		
Percent Change From 2015-17 Leg. Approved	5.1%	6.4%	8.2%	0.0%	28.0%	-9.3%	32.8%	0.0%	0.0%
Percent Change From Current Service Level Budget	5.3%	6.6%	10.6%	0.0%	6.4%	9.2%	66.1%	0.0%	0.0%

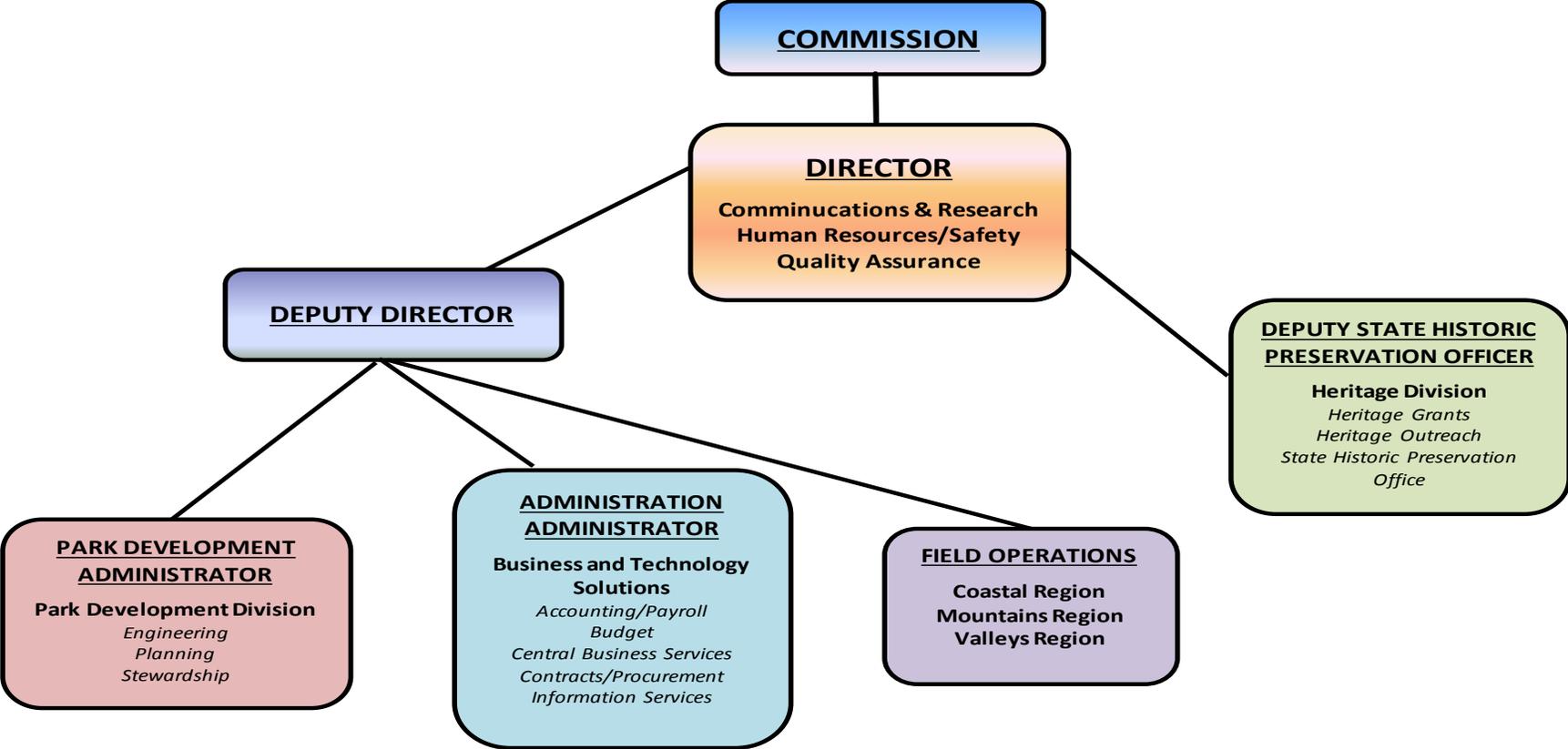
Budget Narrative

Oregon Parks and Recreation Department
2015-17 Organization Chart



Budget Narrative

Oregon Parks and Recreation Department
2017-19 Organization Chart



Budget Narrative

Parks & Recreation Dept

Agency Number: 63400

**Agencywide Program Unit Summary
2017-19 Biennium**

Version: V - 01 - Agency Request Budget

Summary Cross Reference Number	Cross Reference Description	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
100-10-00-00000	Directors Office						
	Lottery Funds	1,592,517	1,898,832	1,938,354	913,881	-	-
	Other Funds	2,420,244	2,884,839	2,945,627	951,156	-	-
	All Funds	4,012,761	4,783,671	4,883,981	1,865,037	-	-
200-10-00-00000	Central Services						
	Lottery Funds	12,809,606	11,587,947	11,795,390	17,917,088	-	-
	Other Funds	18,651,049	24,474,106	24,795,374	15,721,624	-	-
	All Funds	31,460,655	36,062,053	36,590,764	33,638,712	-	-
300-10-00-00000	Park Development						
	Lottery Funds	19,068,532	18,740,607	18,808,381	20,457,511	-	-
	Other Funds	2,257,562	3,675,630	3,690,475	3,290,749	-	-
	Federal Funds	1,390,943	2,659,158	2,668,181	1,742,574	-	-
	All Funds	22,717,037	25,075,395	25,167,037	25,490,834	-	-
400-10-00-00000	Direct Services						
	Lottery Funds	33,475,950	35,319,480	36,379,142	51,210,702	-	-
	Other Funds	57,382,246	61,456,840	63,121,442	65,189,267	-	-
	Federal Funds	623,762	2,226,540	2,255,754	2,123,199	-	-
	All Funds	91,481,958	99,002,860	101,756,338	118,523,168	-	-

____ Agency Request
2017-19 Biennium

____ Governor's Budget

____ Legislatively Adopted
Agencywide Program Unit Summary - BPR010

Parks & Recreation Dept

Agency Number: 63400

**Agencywide Program Unit Summary
2017-19 Biennium**

Version: V - 01 - Agency Request Budget

Summary Cross Reference Number	Cross Reference Description	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
500-10-00-00000	Community Support and Grants						
	Lottery Funds	11,783,775	13,860,030	13,996,034	15,593,684	-	-
	Other Funds	13,292,902	15,744,786	15,814,346	14,933,616	-	-
	Federal Funds	7,343,493	7,421,112	7,421,112	12,532,075	-	-
	All Funds	32,420,170	37,025,928	37,231,492	43,059,375	-	-
600-10-00-00000	Oregon Exposition Center						
	General Fund	979,999	-	-	-	-	-
	Lottery Funds	935,995	-	-	-	-	-
	Other Funds	5,598,707	-	-	-	-	-
	All Funds	7,514,701	-	-	-	-	-
TOTAL AGENCY							
	General Fund	979,999	-	-	-	-	-
	Lottery Funds	79,666,375	81,406,896	82,917,301	106,092,866	-	-
	Other Funds	99,602,710	108,236,201	110,367,264	100,086,412	-	-
	Federal Funds	9,358,198	12,306,810	12,345,047	16,397,848	-	-
	All Funds	189,607,282	201,949,907	205,629,612	222,577,126	-	-

Budget Narrative

Revenue Discussion

Park User Revenues

The Oregon Parks and Recreation Department collects user fees for overnight and day use facilities, and reservations. These user fees comprise a significant portion of revenues, and are primarily dedicated to operation of the state park system.

Overnight Camping Revenues

Many of the agency's parks offer overnight camping. Facilities range from individual full hook-up sites with water, electrical, and sewer, to primitive hiker-biker sites with few amenities. Specialty facilities available for rental include deluxe cabins and yurts featuring full kitchen and bathroom, standard cabins and yurts, and teepees. Group camps, other group overnight facilities, and horse camps are other popular types of facilities available at selected parks across the state.

Policy Package 103 would increase most camping rates by \$2, except for tent sites.

Policy Package 104 would allow flexible camping fees while maintaining an approved average rate per site type.

Day Use Revenues

The Oregon Parks and Recreation Department currently charges a day use parking fee at 26 state parks. Revenue generated from these fees is used to help offset park operations and maintenance costs. The fee is charged to park a vehicle at any time during daily operating hours. Also available for purchase are 12-month and 24-month passes that allow the permit holder unlimited daytime parking at all day use fee state parks across the state. Other day use fees include charges for use of group picnic and special meeting facilities at selected parks.

Reservation Revenues

A reservation fee is charged for making reservations at 43 reservation parks. Customers may call a toll-free number or use the internet to make a reservation up to nine months in advance through the agency's reservation system. Reservation fees are also charged at selected parks for use of group shelters, meeting halls, and particular day use facilities. Revenue to the Department is reduced by a fee charged for each reservation made through the internet by Active Networks – the provider of the internet reservation service.

Recreational Vehicle Registration Fees

Recreational vehicles in Oregon must be licensed every two years. Revenue from recreational vehicle license fees is shared between Oregon Parks and Recreation Department (OPRD) and the 36 Oregon counties. The Oregon Department of Transportation (ODOT) collects the fees, deducts administrative costs, and transfers the remaining funds to OPRD for use and distribution to the counties. The

Budget Narrative

counties share is 45% and OPRD's share is 55%.

Of the 45% that OPRD distributes to the counties, 90% is distributed through the Park Assistance Formula. The Park Assistance Formula uses data from a biennial survey of each county's number of campsites, and annual figures for number of recreational vehicle registrations and population as a percent of statewide figures, to determine the monthly county-by-county allotment. ORS 390.134 states that the counties must use this money for parks and recreation purposes.

The remaining 10% is reserved for the County Opportunity Grant Program. This program provides funding for the acquisition, development, rehabilitation, and planning of county park and recreation sites that provide overnight camping facilities.

Lottery Revenues

In November 1998, Ballot Measure 66 amended the Oregon Constitution dedicating 15% of the net lottery proceeds to a new Parks and Natural Resource fund. Half of these proceeds were dedicated to OPRD for the repair, operation and creation of state parks, ocean shore and public beach access areas, historic sites and recreation areas. The Legislature allocated these funds to administration and operations, local grants, facility maintenance, Oregon State Fair and Exposition Center, debt service, and acquisition. Ballot Measure 66 sunset in 2014 unless reauthorized by voters.

Ballot Measure 76 was passed by voters in November 2010, making permanent the language in Ballot Measure 66. In addition, constitutional language now requires that no less than 12% of the Lottery funds received by OPRD be used to provide grants to regional and local government entities to acquire property for public parks, natural areas, or outdoor recreation areas, or to develop or improve these sites.

Budget Narrative

The following table shows lottery monies received, expended, and carried forward for the bienniums 2013-15 through 2015-17:

Lottery Received, Expended, and Carried Forward					
	2013-15 Actuals	2015-17 Legislatively Approved Budget	2017-19 Agency Request	2017-19 Governor's Balanced Budget	2017-19 Legislatively Adopted Budget
Beginning Balance	20,016,014	13,533,716	26,948,608		
Lottery Transfer	75,605,583	87,111,432	92,535,345		
Interest	229,265	163,176	144,964		
Expended	(75,730,473)	(81,234,945)	(103,045,257)		
Ending Balance	20,120,389	19,573,379	16,583,660		
Dedicated Funds:					
Local Government Grant Program	4,632,684	3,680,075	5,465,216		
Cash Flow	3,200,000	8,210,000	7,390,000		
Salary/Benefit Reserve		2,822,438	3,694,272		
Total Dedicated	7,832,684	14,712,513	16,549,488		

All-Terrain Vehicle Revenues

The 1999 Legislature transferred responsibility for an all-terrain vehicle (ATV) program from the Oregon Department of Transportation (ODOT) to the Oregon Parks and Recreation Department. This transfer became effective January 1, 2000. Revenues are generated for this program from two sources: fees collected for the issuance of operating permits and a portion of un-refunded fuel tax that is determined to be tax on fuel used by ATV's for off-road recreational purposes. The revenue from this program is dedicated to ATV programs and may not be used to fund other agency programs.

Additional Other Fund Sources

The Department receives additional Other Funds from a variety of sources. Many of these revenues are dedicated to specific purposes. For example, the Department receives funding from the Oregon State Marine Board for development and repair of boating facilities, and contract fees from the Oregon Department of Transportation for maintaining park roads and certain highway rest areas.

The Department also collects revenues from the sale of timber from thinning projects designed to reduce fire hazard and for improving forest health, park concessions, rental of park property and employee housing, miscellaneous use permits, and a portion of proceeds from sale of Salmon license plates which is transferred monthly from the Oregon Department of Transportation.

Budget Narrative

The Department also receives miscellaneous Other Fund grants and donations that are used to leverage existing funds for park projects. For example, collaborative efforts between the Marine Board and the Department have resulted in improvements to docks and boat ramps at several parks. These improvements would not have been accomplished without these matching funds.

Federal Funds

The Department receives federal funds from four major sources: 1) Historic Preservation Act; 2) Land and Water Conservation Fund; 3) Recreational Trails Program; and 4) Natural Heritage Program. These programs include funds that are passed on to local government, private individuals, and non-profit entities for specific grant projects. The Historic Preservation Act and Land and Water are funded through the Department of the Interior's National Park Service, the Recreational Trails Program is funded by the Federal Highway Administration, and the Natural Heritage Program is funded by the US Fish and Wildlife service.

The Department also receives miscellaneous federal grants as funding for specific projects. As with Other Funds miscellaneous grants, Federal grants are used to allow for greater improvements to park facilities than could not be accomplished with existing funds. Some grants require state match; none of these grants obligate funds beyond the life of the project.

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2013-15 Actual	2015-17 Legislatively Approved	2015-17 Estimated	2017-19		
						Agency Request	Governor's Balanced Budget	Legislatively Adopted
<i>Lottery Funds</i>								
Interest Earnings	Lot	0605	229,265	163,176	122,036	144,964	-	-
Transfers-In								
Intrafund	Lot	1010	-	1,359,390	-	762,690	-	-
From Dept. Adminst Serv (Dedicated Lottery - Measure 76)	Lot	1107	74,712,786	87,161,088	89,949,645	92,590,364	-	-
From Dept. Adminst Serv (Non-Dedicated Lottery - Non-Measure 76)	Lot	1107	3,935,902	1,682,356	1,682,356	3,047,609	-	-
From Department of Forestry	Lot							
Intrafund	Lot	2010	-	(1,359,390)	-	(762,690)	-	-
Administrative Services	Lot	2107						
Dept. of Forestry	Lot	2629	(23,198)	(49,656)	(49,656)	(55,019)	-	-
To Oregon Department of Transportation	Lot	2730	(20,000)	-	-	-	-	-
Total Lottery Funds	Lot		78,834,755	88,956,964	91,704,381	95,727,918	-	-
<i>Other Funds (Limited)</i>								
Park User Fees	Oth	0255	46,577,934	43,985,678	48,367,207	50,687,721	-	-
Other Nonbusiness Lic & Fees	Oth	0210	1,582,043	2,086,327	2,113,454	2,131,121	-	-
Charges for Services	Oth	0410	21,479	-	-	-	-	-
Rents and Royalties	Oth	0510	1,453,462	-	-	-	-	-
Interest Earnings	Oth	0605	415,260	377,402	471,048	502,876	-	-
Sales Income	Oth	0705	2,677,275	2,578,575	4,383,862	2,929,540	-	-
Donations	Oth	0905	412,584	-	-	2,000,000	-	-
Grants (Non-Fed)	Oth	0910	411,866	-	-	-	-	-
Other Revenues	Oth	0975	1,434,389	8,199,058	6,564,517	7,865,517	-	-
Lottery Bonds Proceeds	Oth	0565	-	11,716,804	11,716,804	-	-	-
Transfers-In								
Intrafund	Oth	1010	-	1,845,739	-	-	-	-
From Dept. Adminst Serv	Oth	1107	5,000,000	-	-	-	-	-
Oregon Military Department	Oth	1248	39,612	-	-	-	-	-
From Marine Board	Oth	1250	427,397	400,000	555,108	400,000	-	-
Oregon Dept of Energy	Oth	1330	-	-	-	-	-	-
OR Business Development	Oth	1123	203,072	250,000	250,000	260,000	-	-
From Oregon Dept of State Lands	Oth	1141	-	-	-	-	-	-
From Oregon Department of Forestry	Oth	1629	4,950	25,000	25,000	65,000	-	-
From Oregon Department of Transportation	Oth	1730	48,857,901	46,322,776	35,754,575	48,071,828	-	-
From Dept of Fish/Wildlife	Oth	1635	-	-	249,892	-	-	-

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2013-15 Actual	2015-17 Legislatively Approved	2015-17 Estimated	2017-19		
						Agency Request	Governor's Balanced Budget	Legislatively Adopted
Transfers-Out								
Intrafund	Oth	2010	-	(1,845,739)	-	-	-	-
To Counties	Oth	2080	(11,403,841)	(12,695,384)	-	(13,475,069)	-	-
To Oregon Department of Transportation	Oth	2730	(551,206)	(546,000)	(552,865)	(538,928)	-	-
To OR Business Development	Oth	2123	-	-	-	-	-	-
To Dept. of Agriculture	Oth	2603	-	-	-	-	-	-
To Dept. of Forestry	Oth	2629	(1,217,159)	(1,266,507)	(1,266,507)	(1,199,023)	-	-
To Oregon State Police	Oth	2257	(557,033)	(559,760)	(559,760)	(567,353)	-	-
			-	-	-	-	-	-
<i>Total Other Funds</i>	Oth		95,789,985	100,873,969	108,072,335	99,133,230	-	-
<i>Federal Funds (Limited)</i>								
Federal Funds	Fed	0995	9,358,198	12,345,047	12,306,810	16,397,848	-	-
Oregon Department of Transportation	Fed	1730						
Oregon Military Dept	Fed	1248						
<i>Total Federal Funds - Limited</i>	Fed		9,358,198	12,345,047	12,306,810	16,397,848	-	-
			-	-	-	-	-	-
TOTAL LIMITED			183,982,938	202,175,980	212,083,526	211,258,996	-	-
Lottery, Other, and Federal Funds			183,982,938	202,175,980	212,083,526	211,258,996	-	-

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Parks & Recreation Dept
2017-19 Biennium

Agency Number: 63400
Cross Reference Number: 63400-000-00-00-00000

Source	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
Lottery Funds						
Interest Income	229,265	163,176	163,176	144,964	-	-
Transfer In - Intrafund	-	-	1,359,390	762,690	-	-
Tsfr From Administrative Svcs	79,584,683	84,694,230	88,843,444	95,637,973	-	-
Transfer Out - Intrafund	-	-	(1,359,390)	(762,690)	-	-
Tsfr To Forestry, Dept of	(23,198)	(49,656)	(49,656)	(55,019)	-	-
Tsfr To Transportation, Dept	(20,000)	-	-	-	-	-
Total Lottery Funds	\$79,770,750	\$84,807,750	\$88,956,964	\$95,727,918	-	-
Other Funds						
Non-business Lic. and Fees	1,582,043	2,086,327	2,086,327	2,131,121	-	-
Park User Fees	46,577,934	43,985,678	43,985,678	50,687,721	-	-
Charges for Services	3,720,803	-	-	-	-	-
Rents and Royalties	2,568,592	-	-	-	-	-
Lottery Bonds	-	11,716,804	11,716,804	-	-	-
Interest Income	449,293	377,402	377,402	502,876	-	-
Sales Income	2,677,275	2,578,575	2,578,575	2,929,540	-	-
Donations	412,584	-	-	2,000,000	-	-
Grants (Non-Fed)	411,866	-	-	-	-	-
Other Revenues	2,148,733	8,199,058	8,199,058	7,865,517	-	-
Transfer In - Intrafund	-	-	1,845,739	-	-	-
Tsfr From Administrative Svcs	5,000,000	-	-	-	-	-
Tsfr From OR Business Development	203,072	250,000	250,000	260,000	-	-
Tsfr From Military Dept, Or	39,612	-	-	-	-	-
Tsfr From Marine Bd, Or State	427,397	400,000	400,000	400,000	-	-
Tsfr From Forestry, Dept of	4,950	25,000	25,000	65,000	-	-

Agency Request
2017-19 Biennium

____ Governor's Budget

____ Legislatively Adopted
Detail of LF, OF, and FF Revenues - BPR012

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Parks & Recreation Dept
2017-19 Biennium

Agency Number: 63400
Cross Reference Number: 63400-000-00-000000

<i>Source</i>	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
Other Funds						
Tsfr From Transportation, Dept	48,857,901	46,322,776	46,322,776	48,071,828	-	-
Transfer Out - Intrafund	-	-	(1,845,739)	-	-	-
Transfer to Agy-Res Equity	(3,035,405)	(2,079,826)	(2,079,826)	-	-	-
Transfer to Counties	(11,403,841)	(12,695,384)	(12,695,384)	(13,475,069)	-	-
Tsfr To Police, Dept of State	(557,033)	(559,760)	(559,760)	(567,353)	-	-
Tsfr To Forestry, Dept of	(1,217,159)	(1,266,507)	(1,266,507)	(1,199,023)	-	-
Tsfr To Transportation, Dept	(551,206)	(546,000)	(546,000)	(538,928)	-	-
Total Other Funds	\$98,317,411	\$98,794,143	\$98,794,143	\$99,133,230	-	-
Federal Funds						
Federal Funds	9,358,198	12,306,810	12,345,047	16,397,848	-	-
Total Federal Funds	\$9,358,198	\$12,306,810	\$12,345,047	\$16,397,848	-	-

____ Agency Request
2017-19 Biennium

____ Governor's Budget

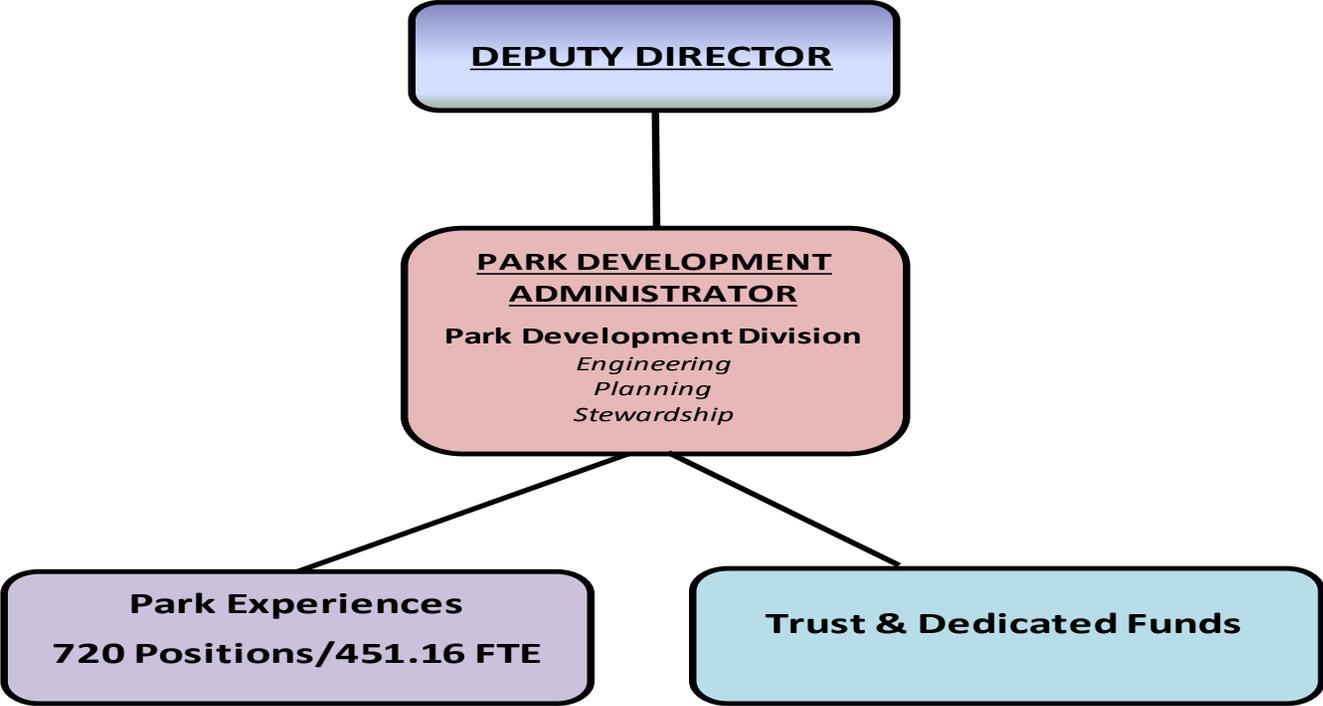
____ Legislatively Adopted
Detail of LF, OF, and FF Revenues - BPR012

Budget Narrative

Direct Services

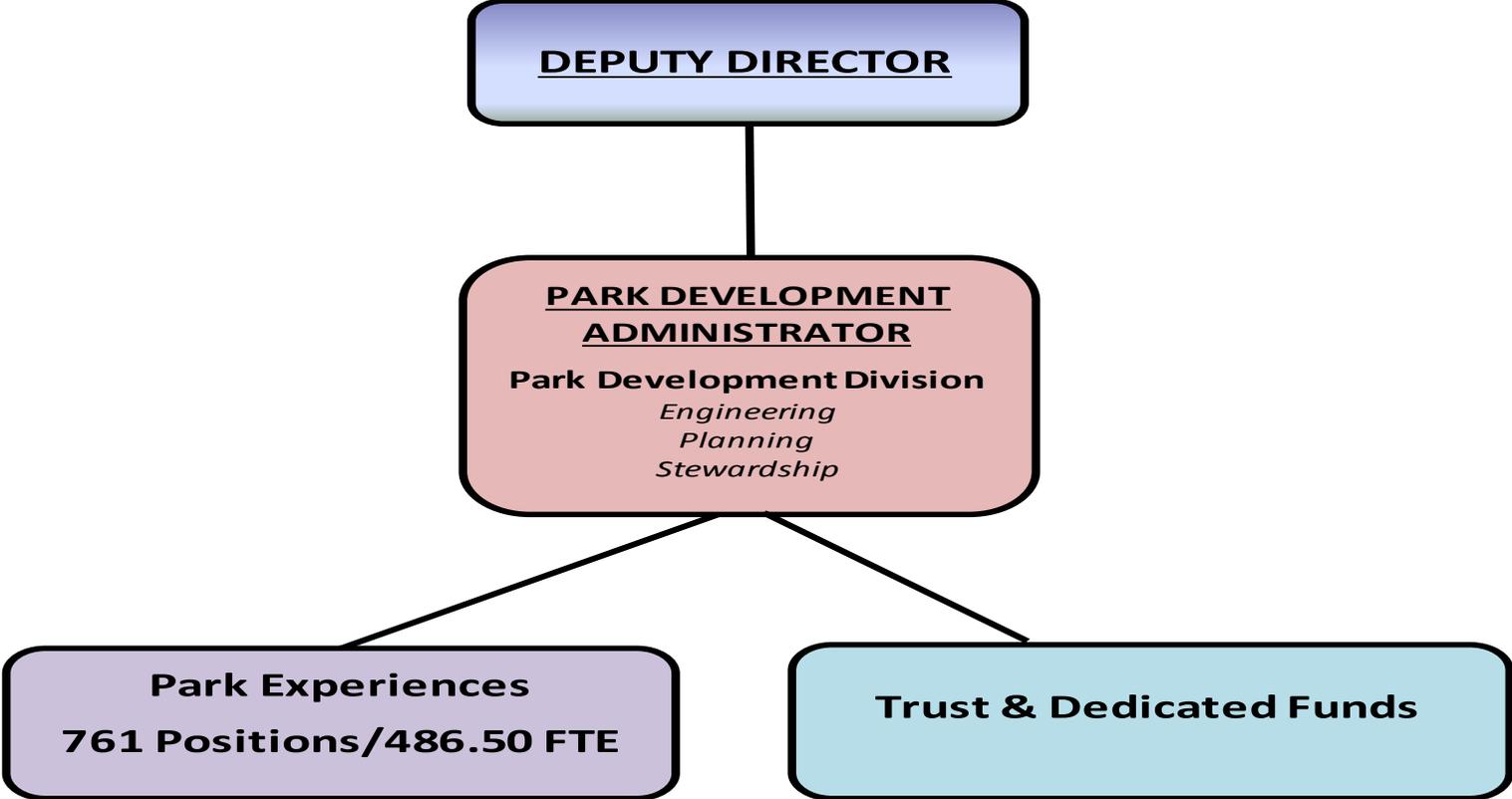
Program Description

Oregon Parks and Recreation Department Direct Services 2015-17



Budget Narrative

Oregon Parks and Recreation Department
Direct Services
2017-19



Budget Narrative

Direct Services

Executive Summary

The Oregon state park system, one of the most popular in the nation, delivers consistent, high quality direct services to more than 40 million park visitors each year. It symbolizes Oregon's commitment to a Healthy Environment and provides critical access to nature and the outdoors for the people of the state. The 94 year-old system is a national leader in protecting natural and cultural resources, creating memorable outdoor recreation experiences, and helping generate environmentally-based local economic activity. The working capital necessary to operate the park system comes primarily from user-fee-generated Other Funds and constitutionally-dedicated Lottery Funds. The two main challenges facing the Oregon state park system are the age of many facilities, and increasingly year-round demand for service without a corresponding increase in operating resources.

Program Description

Park experiences create vivid memories that enrich the lives of 50+ million park visitors each year and generate interest and support for a healthy Oregon environment. Bringing these uniquely Oregonian experiences to people requires a strong park system with varied, ample, and appealing places to visit; enthusiastic, professional staff; and a commitment to high-quality teaching and interpretation.

This program consists of *state park operations* (directly providing state park experiences to Oregonians and tourists), *planning* (plotting a course so parks meet public needs), and *special accounts* (donations, interest and small-scale, self-generated income set aside for maintenance). It delivers direct overnight and day-use services at over 250 state park properties and the ocean shore. Since 1922, the system has protected Oregon natural resources and heritage, provided significant recreational experiences to people, and produced substantial local economic activity, especially in rural areas where most state parks are located.

State park operations provides staff and services necessary to manage, operate, and protect 109,000 acres of Oregon state park properties. Besides providing services necessary for the day-to-day park operations, maintenance, and management, the program is also responsible for natural resource stewardship, interpretation, forest management, and volunteer management.

Planning is responsible for the development of comprehensive plans for each state park area, guiding state park resource management and facility development to meet changing, growing public needs for cultural and recreational experiences, and natural resource protection.

Special accounts are established to track funds acquired through donations, interest earnings, business endeavors, store operations, and income specified for dedicated reinvestment into facility repair and maintenance.

Budget Narrative

Overall costs for the program are driven by increases in park visitation, labor expenses, inflation (fuel, water, sewer, power), natural conditions (severe weather and natural disasters), and aging facilities which require costly upkeep to maintain their intended public service. As Oregon's population grows and recent warming trends increase need for parks beyond the traditional summer season, frontline staff are stretched thin to provide services up to the usual high Oregon standards. By one important measure — number of visitors per acre of state park — the Oregon State Park system is the busiest in the nation by far. There are 459 visitors per state park acre in Oregon, nearly six times the national average.

Program Justification and Link to 10-Year Outcome

In many ways, the Direct Services program that provides Oregon's state park system symbolizes the state's commitment to a Healthy Environment. When people think of Oregon, they think of its great parks and its great outdoors. Not only does the program directly connect people with the environment and enjoyable experiences in the outdoors, but it also provides leadership through coordinated natural resource stewardship, and meaningful ways for people to volunteer and give back to the state. Together, these and other opportunities created by this program help make people aware of the importance of having a Healthy Environment. This broader understanding produces public support for other programs in the outcome area.

Across the Healthy Environment strategies, the Direct Services program primarily fulfills two key outcomes to “help communities and businesses create places where people want to live, work and play, and that Oregon will be proud to pass on to the next generation”:

- Increase access and availability to transit, rail, bicycle, and pedestrian travel; and
- Balance ecological and economic interests to improve the health of watersheds, and fish and wildlife habitat.

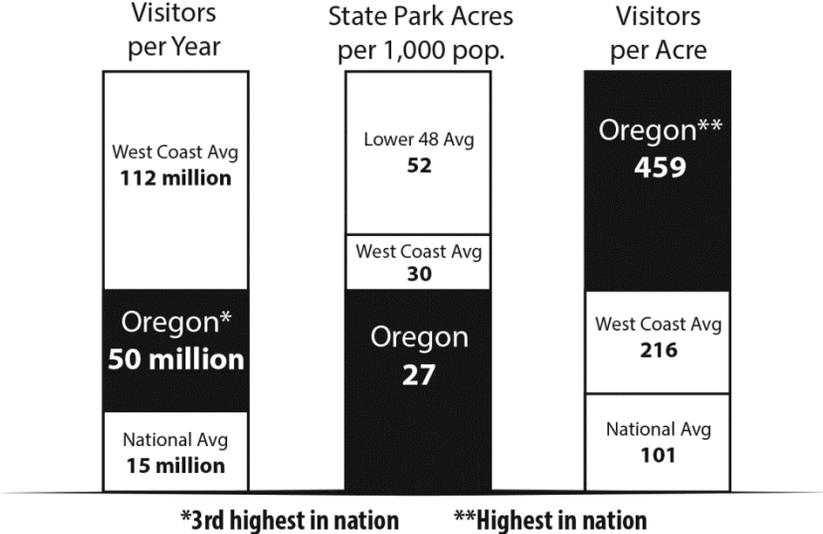
The state park system's natural resource stewardship effort is geared towards helping to implement a number of statewide plans—the Oregon Conservation Strategy, the Oregon Plan for Salmon and Watersheds, Species Management Plans, and others—in a strategic manner by working effectively with state and local partners to cooperatively implement conservation. By improving existing state parks and coordinating with mass transit and recreation authorities in metropolitan areas, they will also become more useful and attractive to bicyclists, hikers, and other people who use alternative modes of transportation as a regular part of their everyday lives.

Budget Narrative

Program Performance

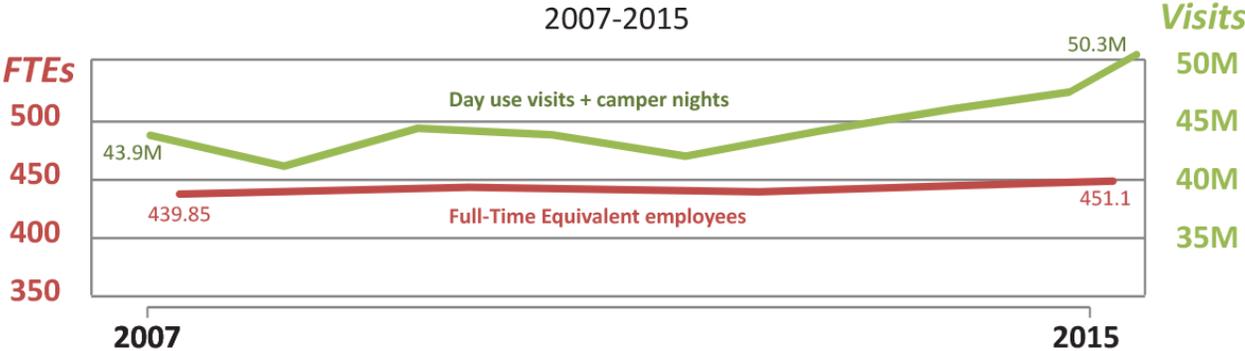
The Oregon state park system is among the most popular in the nation. Visitors-per-acre is the highest in the nation:

Oregon's State Park System



Visits are pushing the limit, but the number of staff who provide those quality experiences is nearly flat:

State park visits and park system full-time equivalent employees 2007-2015



Budget Narrative

Enabling Legislation/Program Authorization

ORS 390.111 Creation of department; jurisdiction and authority. (1) The State Parks and Recreation Department is created ... the department has complete jurisdiction and authority over all state parks, waysides and scenic, historic or state recreation areas, recreational grounds or places acquired by the state for scenic, historic, natural, cultural or recreational purposes except as otherwise provided by law.

ORS 390.121 Powers of commission. In carrying out its responsibilities, the State Parks and Recreation Commission may ... manage, operate and maintain facilities and areas, including but not limited to roads, trails, campgrounds, picnic areas, boat ramps and nature study areas ...

ORS 390.180 Standards for recreational planning and fund disbursement; rules; park master plans. (1) The State Parks and Recreation Director shall adopt rules that ... Performs comprehensive statewide recreational planning; or ... Establish a master plan for each state park, including an assessment of resources and a determination of the capacity for public use and enjoyment of each park, that the State Parks and Recreation Department shall follow in its development and use of each park.

Funding Streams

Direct Services are funded by Other Funds (mostly user fee revenue from park visitors and recreational vehicle licensees), dedicated Lottery Funds, and Federal Funds (in the form of grants and transfers from other agencies).

Oregon Constitution, Article XV, Section 4a, Use of net proceeds from state lottery for parks and recreation areas: In each biennium the Legislative Assembly shall appropriate all of the moneys in the parks subaccount of the parks and natural resources fund ... to achieve all of the following: Provide additional public parks, natural areas or outdoor recreational areas to meet the needs of current and future residents of the State of Oregon; Protect natural, cultural, historic and outdoor recreational resources of state or regional significance; Manage public parks, natural areas and outdoor recreation areas to ensure their long-term ecological health and provide for the enjoyment of current and future residents of the State of Oregon; and Provide diverse and equitable opportunities for residents of the State of Oregon to experience nature and participate in outdoor recreational activities in state, regional, local or neighborhood public parks and recreation areas.

Significant Proposed Program Changes from 2015-17

Policy Option Package 105 proposes an increase in frontline staffing to address several years of steadily increasing use, and Policy Option Package 104 proposes a more flexible approach to fees so camping revenue earned adapts faster to changing market conditions.

Budget Narrative

Purpose, customers, and source of funding

The purpose of OPRD's Direct Services program is to provide everyone that decides to visit a state park with a great park experience and increase their appreciation for the state of Oregon and its healthy environment. The customers are the general public, and they include both Oregon residents, visitors, and tourists. There are approximately 50+ million unique visits made every year to the 250+ state park properties in Oregon (10-year average). Of these, 2.6 million are for overnight stays by campers and 48.5 million are for day trips. Based on the most recent visitor surveys, 56% of customers are Oregon residents. Overnight campers pay on average \$6 per person for each night they stay at a state park, and day trip visitors pay \$5 per carload, but only at 26 of the parks. Rates are generally kept slightly below market averages and are absent from the majority of day use parks so that access to state properties is available to as many people as possible. The revenue generated by these and other minor sources of visitor revenue comprises more than a third of the expenditures necessary to deliver the program. Dedicated lottery funding also provides more than a third of the necessary revenue, and less than a third is provided through other funding sources including federal grants, RV license fees, and agency transfers.

Expenditures by fund type, positions and full-time equivalents

Direct Services:	Lottery	Other	Federal	Total Funds	Positions	FTE
Park Experiences	50,710,803	58,077,716	2,123,199	110,911,718	761	486.50
Trust & Dedicated Funds	499,899	7,111,551	0	7,611,450		
Total	51,210,702	65,189,267	2,123,199	118,523,168	761	486.50

Activities, programs, and issues in the program unit base budget

The Direct Services program activities included within *state park operations* are primarily customer service, routine park maintenance, rules enforcement, park resource management and outdoor education and include the salaries, services and supplies to operate the state park system. Additional programs operating under this portion of the budget include the state scenic waterway and scenic bikeway programs, the ocean shores program (including implementation of a habitat conservation plan for the western snowy plover), the Willamette Greenway, and the state natural areas program. The issues most affecting the program are increasing fixed costs including labor, fuel, utilities, and supplies; aging facilities and infrastructure; ongoing challenges associated with a heavily restricted number of management position for a dispersed, statewide service; retention of quality staff; and difficulties in securing adequate law enforcement support. In the *planning* part of the budget, the main activities are planning for future management of state park properties; management of volunteer opportunities in state parks; and the park signs program. The issues most affecting these programs are similar to those for *state park operations*, but also include increasing conditions and regulation around siting and maintaining parks in various areas throughout the state. Finally, the *special accounts* part of the budget includes activities such as accepting donations; managing business endeavors such as park stores and firewood sales; and other miscellaneous revenue sources

Budget Narrative

that are primarily applied to park facility preventive maintenance. The issues most affecting *special accounts* are having adequate budget limitation to replenish inventory and generating too little revenue to keep up with all of the facility preventive maintenance needs.

Important background for decision makers. Include trends in caseload and workload

The key driver for the Direct Services program is park visitation. Visitation over the past several years has been increasing. It was at 2.6 million visits for overnight, and 48.5 million visits for day trips in 2015. This was a 4% and a 7% increase, respectively, over 2014. Fluctuations in attendance are due primarily to weather, and are therefore difficult to plan for or predict. Over the past three years, the weather has been uncommonly hot in the summer, and relatively warm and dry in spring and autumn. Adequate limitation in the budget to be able to maintain service levels in an environment of fluctuating demand is important to avoid service cutbacks part-way through a biennium. Reduced service in the short term impacts visitor satisfaction, repeat business, long term visitation, and revenue generation. Record-breaking increases in park visits do not translate to revenue since only 26 of 255 state parks charge for parking, and the number of positions serving the public has not changed appreciably in the last decade.

Expected results from the 2017-19 budget for the program unit.

The expected results from the 2017-19 budget are the provision of 100 million quality park experiences to visitors (95 million day trips and 5 million overnight stays) and the ongoing protection and enhancement of park resources. Based on recent studies of coastal park visitation, it is estimated that these visits will generate over \$9 billion in environmentally-based economic activity at or near state parks throughout Oregon over the two-year period. This is \$65-70 dollars of primarily local, economic activity for every \$1 dollar of public expenditure on the park system. Visitor spending in local communities includes groceries, gasoline, restaurants, lodging, camping, entertainment, and souvenirs. This economic activity contributes significant numbers of full and part-time jobs in Oregon communities. These results will be accomplished while park resources continue to be protected and kept in a condition that will attract future visitors. The agency performance measure that relates most directly to this program is Park Visitation (visits per acre of state park property). The goal for this measure is to maintain a high degree of use on state park properties while monitoring an optimal balance between recreation opportunities and natural resource protection. While Oregon ranks highest in number of visitors per park acre among states, acquisitions and park enhancements over the past several years have somewhat mitigated pressure on park lands. Links to the 10-year outcome are discussed above. The other expected results are positive performance on the Department's Centennial Horizon principles are:

- Centennial Horizon Principle 1 – Save Oregon's Special Places
 - Manage properties to ensure their health, to protect their beauty, and to restore sensitive, threatened and endangered species;
 - Expand and reform protection of Oregon's oceans, beaches, and rocky shore habitat;
 - Maintain and enhance watersheds and ecosystems the Department owns by collaborating with other agencies, nonprofit organizations and park neighbors.
- Centennial Horizon Principle 2 – Connect People to Meaningful Outdoor Experiences

Budget Narrative

- Increase the state park system's reach to every Oregon community by offering facilities and programs that spark a love of nature and the outdoors through firsthand experience.
- Centennial Horizon Principle 3 – Taking the Long View
 - Provide first-class facilities designed to appeal to a wide variety of visitors and park users;
 - Promote the ethic that parks are vital to Oregon's way of life and that the Department has a civic responsibility to provide and protect them;
 - Apply sound planning, industry standards and technology to design, construct, and maintain the physical infrastructure of the park system.
 - Reduce OPRD's environmental impact at all levels;
 - Maintain the physical infrastructure of the park system.
 - Set fees and other sources of earned revenue more flexibly so they reflect the value of the experience and market conditions.
- Centennial Horizon Principle 4 – Engage People Through Education and Outreach
 - Offer interpretive programs that make parks come alive and tell local stories;
 - Increase interest through school programs (K-12).
- Centennial Horizon Principle 5 – Build the State Park System with Purpose and Vision
 - Collaborate with other Oregon recreation land managers to improve recreational offerings in Oregon.

Revenue sources and proposed revenue changes

- In Direct Services, Park Experiences are funded by a standard mixture of Lottery Funds, Other Funds (Park User Fees, various other sources) and Federal Funds.
- The Lottery funds are the Department's constitutionally dedicated share of the Parks and Natural Resource Fund. Lottery fund forecasts are provided by the Office of Economic Analysis.
- Park User Fees are generated by Day Use and Overnight camping fees charged to park visitors. The Department forecasts this revenue source based on historical and future reservation data. Discounts and waivers drive down revenue, and high-value experiences and market conditions would normally allow the department to offset those losses, so the department is seeking authority to allow fees to vary around a sensible average. Social equity is a key requirement, however, and flexible fees must not be allowed to price lower-income Oregonians out of recreation experiences.
- Additional Other Funds are provided by the Department of Transportation (ODOT) for paving maintenance of rest areas in state parks, RV Registration funds and salmon plate funds; ODOT provides the projected revenue amounts to the Department.
- The Oregon State Marine Board provides Other Funds to assist with the maintenance of marine facilities in state parks; the Marine Board provides the projected revenue amount.
- Finally, this budget contains Other Revenue (Other Funds) and Federal revenue. These funds come from a variety of sources depending on what partners the Department works with during the biennium. Because the sources change from biennium to

Budget Narrative

biennium, it is not possible to list specific revenue sources. The Department forecasts this revenue to remain constant from biennium to biennium.

- The Trust & Dedicated budget is funded by a combination of Lottery and Other Funds.
- The Other fund revenues are generated by:
 - A percentage of Park User Fees transferred for Preventive Maintenance
 - Sales Income – firewood, ice, soda etc sold in the parks
 - Interest income – earned on funds in the bank
 - Miscellaneous revenue – permit sales, forest management, land rental, donations
 - The Department forecasts this revenue based on historical information.

Proposed new laws that apply to the program unit

None.

Budget Narrative

Summary of 2017-19 Budget Oregon Parks and Recreation Department

Direct Services	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited	
								Other	Federal
2015-17 LEGISLATIVELY ADOPTED BUDGET	720	451.16	99,002,860		35,319,480	61,456,840	2,226,540		
Emergency Board Actions (through 3/2016)			2,753,478		1,059,662	1,664,602	29,214		
2015-17 Legislatively Approved Budget	720	451.16	101,756,338		36,379,142	63,121,442	2,255,754		
Base Budget Adjustments:									
Net Cost of 2015-17 Position Actions:									
Administrative, Biennialized E-Board, Phase-Out	(2)	(1.06)	4,224,479		1,756,058	2,496,326	(27,905)		
Estimated Cost of 2017-19 Merit Increase									
Base Debt Service Adjustment									
Base Nonlimited Adjustment									
Capital Construction Adjustment									
Subtotal: 2017-19 Base Budget	718	450.10	105,980,817		38,135,200	65,617,768	2,227,849		
Essential Packages:									
Package No. 010									
Vacancy Factor (Increase)/Decrease			(63,024)		(26,614)	(36,410)			
Non-PICS Personal Service Increase/(Decrease)			393,692		157,153	234,952	1,587		
Subtotal			330,668		130,539	198,542	1,587		
Package No. 021/022									
021 - Phased-In Programs Excl. One-Time Costs									
022 - Phase-Out Programs and One-Time Costs			(190,207)			(11,207)	(179,000)		
Subtotal			(190,207)			(11,207)	(179,000)		
Package No. 031/032/033									
Cost of Goods & Services Increase/(Decrease)									
State Govt Service Charges Increase/(Decrease)			1,426,813		437,010	917,040	72,763		
Subtotal			1,426,813		437,010	917,040	72,763		
Package No. 040									
Mandated Caseload Increase/(Decrease)									
Package No. 050									
Fund Shifts					8,720,067	(8,720,067)			
Package No. 060									
Technical Adjustments			9,730		25,196	(15,466)			
Subtotal: 2017-19 Current Service Level Budget	718	450.10	107,557,821		47,448,012	57,986,610	2,123,199		
2017-19 Current Service Level - Page 1 Subtotal	718	450.10	107,557,821		47,448,012	57,986,610	2,123,199		
Package No. 070									
Revenue Shortfalls									
Subtotal: 2017-19 Modified Current Service Level	718	450.10	107,557,821		47,448,012	57,986,610	2,123,199		

Budget Narrative

Direct Services	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited	
								Other	Federal
Emergency Board Packages:									
(List ORBITS Package number and title)									
Subtotal Emergency Board Packages									
Policy Packages:									
101 Standard Operational Needs			1,215,418		153,861	1,061,557			
102 Honor Grant Award Obligations									
103 Update Camping Rates	16	14.08	2,310,712		1,106,235	1,204,477			
104 Flex Fees in Limited Way to Earn Average Rates			1,536,836		735,996	800,840			
105 Invest in People Who Serve	26	21.32	3,621,544		1,766,598	1,854,946			
106 Invest in New & Expanded Parks for Oregonians									
107 Invest to Maintain Parks									
108 Support Salmonberry Trail	1	1.00	2,280,837			2,280,837			
Subtotal Policy Packages	43	36.40	10,965,347		3,762,690	7,202,657			
Total: 2017-19 Budget	761	486.50	118,523,168		51,210,702	65,189,267	2,123,199		
Percent Change From 2015-17 Leg. Approved	5.7%	7.8%	16.5%	0.0%	40.8%	3.3%	-5.9%	0.0%	0.0%
Percent Change From Current Service Level Budget	6.0%	8.1%	10.2%	0.0%	7.9%	12.4%	0.0%	0.0%	0.0%

Budget Narrative

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2013-15 Actual	2015-17 Legislatively Approved	2015-17 Estimated	2017-19		
						Agency Request	Governor's Balanced Budget	Legislatively Adopted
<i>Lottery Funds</i>								
Interest Earnings	Lot	0605						
Transfers-In								
Intrafund	Lot	1010		1,059,662		762,690		
From Dept. Adminst Serv (Dedicated Lottery - Measure 76)	Lot	1107	33,499,148	35,237,929	35,397,591	50,503,031		
From Dept. Adminst Serv (Non-Dedicated Lottery - Non-Measure 76)	Lot	1107						
From Department of Forestry	Lot							
Transfers-Out								
Intrafund	Lot	2010						
Administrative Services	Lot	2107						
Dept. of Forestry	Lot	2629	(23,198)	(49,656)	(49,656)	(55,019)		
To Oregon Department of Transportation	Lot	2730						
Total Lottery Funds	Lot		33,475,950	36,247,935	35,347,935	51,210,702	-	-
<i>Other Funds (Limited)</i>								
Park User Fees	Oth	0255	26,974,659	30,593,339	33,777,397	31,112,492		
Other Nonbusiness Lic & Fees	Oth	0210	-	525,758	525,758	600,000		
Charges for Services	Oth	0410	2,048					
Rents and Royalties	Oth	0510	1,453,462					
Interest Earnings	Oth	0605	49,149	48,699	62,360	60,348		
Sales Income	Oth	0705	2,677,275	2,578,575	4,383,862	2,929,540		
Donations	Oth	0905	347,050			2,000,000		
Grants (Non-Fed)	Oth	0910	61,915					
Other Revenues	Oth	0975	1,182,949	5,705,337	6,414,517	5,627,953		
Lottery Bonds Proceeds	Oth	0565						
Transfers-In								
Intrafund	Oth	1010		1,664,602				
From Dept. Adminst Serv	Oth	1107						
Oregon Military Department	Oth	1248	39,612					
From Marine Board	Oth	1250	405,434	400,000	555,108	400,000		
Oregon Dept of Energy	Oth	1330						
OR Business Development	Oth	1123						
From Oregon Dept of State Lands	Oth	1141						
From Oregon Department of Forestry	Oth	1629	4,950	25,000	25,000	65,000		
From Oregon Department of Transportation	Oth	1730	25,892,342	21,135,902	21,917,019	21,492,485		
From Dept of Fish/Wildlife	Oth	1635						

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2013-15 Actual	2015-17 Legislatively Approved	2015-17 Estimated	2017-19		
						Agency Request	Governor's Balanced Budget	Legislatively Adopted
Transfers-Out								
Intrafund	Oth	2010						
To Counties	Oth	2080						
To Oregon Department of Transportation	Oth	2730						
To OR Business Development	Oth	2123						
To Dept. of Agriculture	Oth	2603						
To Dept. of Forestry	Oth	2629	(37,802)	(78,964)	(78,964)	(87,492)		
To Oregon State Police	Oth	2257						
<i>Total Other Funds</i>	Oth		59,053,043	62,598,248	67,582,057	64,200,326	-	-
<i>Federal Funds (Limited)</i>								
Federal Funds	Fed	0995	623,762	2,255,754	2,255,754	2,123,199		
Oregon Department of Transportation	Fed	1730						
Oregon Military Dept	Fed	1248						
<i>Total Federal Funds - Limited</i>	Fed		623,762	2,255,754	2,255,754	2,123,199	-	-
TOTAL LIMITED			93,152,755	101,101,937	105,185,746	117,534,227	-	-
Lottery, Other, and Federal Funds			93,152,755	101,101,937	105,185,746	117,534,227	-	-

Budget Narrative

Direct Services

010 Non-PICS Psnl Svc / Vacancy Factor

Package Description

This package includes standard inflation of 3.7% on non PICS generated accounts unless otherwise described below:

- Mass Transit – adjustment to .6% of subject salary and wages.
- Pension Obligation Bonds – amount required for payment of bonds as calculated by the Department of Administrative Services (DAS).
- Vacancy Savings – an amount calculated based on the previous biennium’s turnover rate.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No.	010 Non-PICS Psnl Svc/Vacancy Factor						63400-400-10-00-00000 Direct Services						
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
				Temporary Appointments					8,473	13,174			21,647
				Overtime Payments					7,183	11,170			18,353
				Shift Differential					3,287	5,110			8,397
				All Other Differential					176	273			449
				Public Employees Retire Cont					2,032	3,160			5,192
				Pension Bond Contribution					106,894	156,881	1,587		265,362
				Social Security Taxes					1,462	2,274			3,736
				Unemployment Assessments					20,686	32,165			52,851
				Mass Transit Tax					6,960	10,745			17,705
				Vacancy Savings					(26,614)	(36,410)			(63,024)
Total Personal Services								-	130,539	198,542	1,587	-	330,668
SERVICES AND SUPPLIES													
Total Services and Supplies								-	-	-	-	-	-
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$130,539	\$198,542	\$1,587	\$0	\$330,668
TOTAL POSITIONS/FTE			Pos				FTE						

Budget Narrative

Direct Services

022 Phase out Program and One time Costs

Package Description

This package phases out limitation related to tsunami clean up funds and position related service and supplies for the Salmonberry trail position.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No.	022 Phase-out Pgm & One-time Costs							63400-400-10-00-00000 Direct Services					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
4100	Instate Travel									(4,000)			(4,000)
4150	Employee Training									(250)			(250)
4175	Office Expenses									(500)			(500)
4200	Telecommunications									(1,000)			(1,000)
4450	Fuels and Utilities									(4,500)			(4,500)
4575	Agency Program Related S and S									(500)	(179,000)		(179,500)
4650	Other Services and Supplies									(457)			(457)
Total Services and Supplies								-	-	(11,207)	(179,000)	-	(190,207)
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$0	(\$11,207)	(\$179,000)	\$0	(\$190,207)
TOTAL POSITIONS/FTE			Pos	FTE									

Budget Narrative

Direct Services

031 Standard Inflation Adjustments

Package Description

This package includes standard inflation of 3.7% for all Services and Supplies, Capital Outlay and Special Payments unless otherwise described below. In addition, Professional Services accounts are granted 4.1% inflation.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No. 031 Standard Inflation												63400-400-10-00-00000	
												Direct Services	
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
4100	Instate Travel								8,240	13,638			21,878
4125	Out of State Travel								257	400			657
4150	Employee Training								3,248	5,342			8,590
4175	Office Expenses								12,738	46,364			59,102
4200	Telecommunications								9,076	14,113			23,189
4250	Data Processing								22	35			57
4275	Publicity and Publications								2,654	7,889			10,543
4300	Professional Services								17,100	57,072	27,134		101,306
4375	Employee Recruitment and Develop								297	462			759
4400	Dues and Subscriptions								75	117			192
4425	Facilities Rental and Taxes								860	2,544			3,404
4450	Fuels and Utilities								103,286	49,080			152,366
4475	Facilities Maintenance								49,956	115,618	4,518		170,092
4500	Food and Kitchen Supplies								3,056	4,752			7,808
4575	Agency Program Related S and S								42,692	185,119	41,111		268,922
4650	Other Services and Supplies								17,830	142,039			159,869
4700	Expendable Prop 250 - 5000								2,645	7,864			10,509
Total Services and Supplies								-	274,032	652,448	72,763	-	999,243
CAPITAL OUTLAY													
5350	Industrial and Heavy Equipment								20,774	35,494			56,268
5450	Agricultural Equip. and Mach.								5,559	7,333			12,892
5650	Land and Improvements								18,173	32,115			50,288
5700	Building Structures								9,398	18,179			27,577
5900	Other Capital Outlay								4,506	8,702			13,208
Total Capital Outlay								-	58,410	101,823	-	-	160,233
SPECIAL PAYMENTS													
6030	Dist to Non-Gov Units									174			174
Total Special Payments								-	-	174	-	-	174
TOTAL REQUESTS								-	\$332,442	\$754,445	\$72,763	\$0	\$1,159,650
TOTAL POSITIONS/FTE			Pos	TOTAL POSITIONS/FTE									

Budget Narrative

Direct Services

032 Above Standard Inflation

Package Description

This package includes additional inflation allowed for DAS Fleet charges.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY														
Package No.	032 Above Standard Inflation						63400-400-10-00-00000							
													Direct Services	
PERSONAL SERVICES														
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds	
Total Personal Services								-	-	-	-	-	-	
SERVICES AND SUPPLIES														
4575	Agency Program Related S and S									104,568	162,595			267,163
Total Services and Supplies								-	104,568	162,595	-	-	267,163	
CAPITAL OUTLAY														
Total Capital Outlay								-	-	-	-	-	-	
SPECIAL PAYMENTS														
Total Special Payments								-	-	-	-	-	-	
TOTAL REQUESTS								-	\$104,568	\$162,595	\$0	\$0	\$267,163	
TOTAL POSITIONS/FTE			_____	Pos	_____	FTE								

Budget Narrative

Direct Services

050 Fund Shifts

Package Description

The Department uses a standard mix of Other and Lottery funds on positions and other expenditures considered part of general operations. The current split, 39.14% Lottery and 60.86% Other, was established for the 2011-13 biennium. After three bienniums, there is a need to adjust the split. This change does not change total funds, just the mix of Other and Lottery Funds. The new split is 48.78% Lottery and 51.22% Other Funds.

Budget Narrative

CAPITAL OUTLAY											
5350	Industrial and Heavy Equipment					167,138	(167,138)			-	
5450	Agricultural Equip. and Mach.					19,726	(19,726)			-	
5650	Land and Improvements					130,058	(130,058)			-	
5700	Building Structures					67,261	(67,261)			-	
5900	Other Capital Outlay					32,251	(32,251)			-	
Total Capital Outlay						-	416,434	(416,434)	-	-	-
SPECIAL PAYMENTS											
6030	Dist to Non-Gov Units									-	
Total Special Payments						-	-	-	-	-	-
TOTAL REQUESTS						-	\$8,720,067	(\$8,720,067)	\$0	\$0	\$0
TOTAL POSITIONS/FTE			Pos		FTE						

Budget Narrative

Direct Services

060 Technical Adjustments

Package Description

This package moves limitation from Special Payments to Services and Supplies to more accurately reflect how funds are spent.

In addition, this package includes the movement of two positions. One position from CARD is moved to Direct Services since the duties more closely align with park planning. One position from Direct Services is moved to CARD in Central Services since the duties move closely align with communications.

Budget Narrative

Direct Services

101 Standard Operational Needs

Package Description

Purpose:

The purpose of this package is to increase expenditure limitation for specific budget items where costs are increasing faster than inflation and the cost is generally outside the Department's control. In addition, this package increases expenditure limitation for specific dedicated accounts.

How Achieved:

The state park system faces rising costs that are greater than the standard inflation factor allowed. While the Department does all it can to control costs, increases outside its control are causing an erosion of limitation available to operate and maintain the park system. Following are the budget line items that need additional limitation to cover accelerating costs:

- Utilities – this would be electricity, natural gas, water/sewer costs. The analysis looked at what is driving the increase and it is both rate increases and usage. The Department must pay what local utility companies charge and much of the utility usage in parks is customer driven. Customer usage is increasing as a result of larger campers, trail trailers and motorhomes that use increasing amounts of power; also, to a smaller degree, customers are using and charging many more electronic or mobile devices. Amount requested; \$273,110.
- Fleet – this would be for agency's seasonal vehicles leased from DAS. The analysis looked at the rental cost increases above standard inflation over the last several biennia. Amount Requested: \$42,308.

Preventive maintenance funds are a percentage of Park User Fees; as revenue from Park User Fees increase, so does the portion transferred to the preventive maintenance account. Additional limitation for this account will allow the funds to be spent on necessary maintenance projects in the park system. Amount requested: \$800,000.

The Park Stewardship Dedicated Account is funded primarily through revenue from the lease of park property, along with a percentage of revenue from forestry management, and revenue from ocean shores permits. Additional limitation for this account will allow the funds to be spent on necessary projects to provide natural resource protection and research, forest health management, and ocean shores management for park properties throughout the state. Amount Requested: \$100,000

Budget Narrative

Staffing Impact:

None.

Quantifying Results:

With additional expenditure limitation for utilities and fleet, the budget for other park operating costs should go up allowing for more routine maintenance and less need for larger maintenance and repair projects in the future. With additional expenditure limitation for preventive maintenance, additional maintenance projects can be completed in the park system.

Revenue Source:

\$153,861 Lottery funds, \$1,061,557 Other Funds

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No.	101 Standard Operational Needs							63400-400-10-00-00000					
								Direct Services					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
4450	Fuels and Utilities								133,223	139,887			273,110
4575	Agency Program Related S and S								20,638	921,670			942,308
Total Services and Supplies								-	153,861	1,061,557	-	-	1,215,418
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$153,861	\$1,061,557	\$0	\$0	\$1,215,418
TOTAL POSITIONS/FTE			Pos	FTE									

Budget Narrative

Direct Services

103 Update Camping Rates

Package Description

Purpose:

The purpose of this package is to adjust camping rates in state park campgrounds and use the funds to invest in staff that provide great park experiences to park visitors.

How Achieved:

In the 2009-11 biennium, after many years of stable pricing, OPRD raised its rates. At that time, both the State Parks Commission and the Oregon Legislature directed the Department to review rates each biennium and propose small adjustments instead of waiting many years and making large adjustments. OPRD has followed that direction and proposed small rate adjustments in the 2011-13 and 2013-15 bienniums; only the rate adjustment in 2013-15 was approved. No rate adjustment was proposed in 2015-17.

This package proposes to increase most camping rates by \$2; tent rates would be the exception to preserve affordable camping options for families. The rate increase would be effective October 1, 2017.

A variety of factors influence the need for rate adjustments including market conditions and increasing cost to provide services (like utility costs that are somewhat customer driven). The goals are to keep rates fair and equitable across the system, set rates so facilities are available to a wide range of users, provide a simple rate structure and keep rates slightly below market, but not so low as to undercut other recreational facility providers.

Funding will allow the Department to add staff to assist visitors, to maintain park properties, to increase visitor and staff safety. Over the years, increased park visits and addition of new state park opportunities to service a growing state have stretched resources very thin.

Staffing Impact:

Increase of 16 positions, 14.08 FTE

14 Park Ranger 1 positions, Permanent Full Time, phased in October 1, 2017

2 Park Ranger Supervisors, Permanent Full Time, phased in October 1, 2017

Budget Narrative

Quantifying Results:

Funds generated will support the agency's mission of providing quality park experiences for Oregonians and other visitors to the Department's recreation and heritage sites.

Revenue Source:

\$1,204,477 Other Funds (Park User Fees), \$1,106,235 Lottery Funds

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No.	103 Update Camping Rates							63400-400-10-00-00000 Direct Services					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
X8440	Park Ranger Sup	2	0.88	4,113	2	86,373	52,375						
C8434	Park Ranger 1	14	0.88	3,205	2	67,305	43,238						
									543,900	571,116			1,115,016
										384	416		800
										76,258	80,060		156,318
										41,614	43,686		85,300
										464	496		960
										227,664	239,040		466,704
Total Personal Services								-	890,284	934,814	-	-	1,825,098
SERVICES AND SUPPLIES													
4100	Instate Travel								12,293	12,907			25,200
4150	Employee Training								4,917	5,163			10,080
4175	Office Expenses								3,075	3,229			6,304
4200	Telecommunications								15,368	16,136			31,504
4475	Facilities Maintenance								40,975	43,025			84,000
4575	Agency Program Related S and S								37,565	82,353			119,918
4650	Other Services and Supplies								50,879	53,425			104,304
4700	Expendable Prop 250 - 5000								50,879	53,425			104,304
Total Services and Supplies								-	215,951	269,663	-	-	485,614
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$1,106,235	\$1,204,477	\$0	\$0	\$2,310,712
TOTAL POSITIONS/FTE			<u>16</u>	Pos	<u>14.08</u>	FTE							

Budget Narrative

Direct Services

104 Flex Fees in Limited Way to Earn Average Rates

Package Description

Purpose:

This package would allow the Department to charge a range of fees, varying from 50 to 150%, of the rate approved by the Legislature.

How Achieved:

Currently the Department proposes overnight camping fees and the rate is approved by the Legislature. OPRD has a number of fee waiver programs – for Veterans and Foster parents. In addition, the Department may discount rates for marketing purposes.

Under the new authority, the Department would still propose a rate for each service and the Legislature would approve the rate. OPRD would then be given the authority to charge rates around this approved center point – OPRD could go 50% above or below the rate as long as the annual average rate stays at the amount approved by the Legislature.

One side effect of this new approach will be recovery of revenue forgone due to existing discounts and waivers. Funds generated by recovering the value of discounts and waivers will be spent in parks on necessary general and preventive maintenance projects. This should reduce the accumulation of deferred maintenance and reduce the need for major maintenance projects.

Staffing Impact:

None.

Quantifying Results:

The actual revenue collected on an annual basis, as reported in the annual Key Performance Measure report, does not exceed the rate approved by the Legislature. In addition, more projects will be handled as routine and preventive maintenance and park visitors will have better experiences with maintained facilities.

Budget Narrative

Revenue Source:

\$800,840 Other Funds (Park User Fees), \$735,996 Lottery Funds

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No. <u>104 Flex Fees in Limited Way to Earn Average Rates</u>								63400-400-10-00-00000					
								Direct Services					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
4300	Professional Services								245,332	257,604			502,936
4475	Facilities Maintenance								245,332	257,604			502,936
4575	Agency Program Related S and S								245,332	285,632			530,964
Total Services and Supplies								-	735,996	800,840	-	-	1,536,836
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$735,996	\$800,840	\$0	\$0	\$1,536,836
TOTAL POSITIONS/FTE			Pos	FTE									

Budget Narrative

Direct Services

105 Invest in People Who Serve

Package Description

Purpose:

The purpose of this package is to increase staffing to support the operation of the Oregon park system.

How Achieved:

Since the 2007-09 biennium, OPRD has been very carefully managing the Department's staffing to manage increasing workloads without asking for new staff. The Department has reviewed vacancies to determine that resources are deployed in the best way possible. However, the time has come where resources can no longer continue to be stretched to cover all of the agency's responsibilities.

Additional staff will allow the Department to add staff to assist visitors, to maintain park properties, to increase safety of park staff and visitors. Over the years, OPRD has added a number of new state parks (Park A Year program) without adding new staff; this has stretched resources very thin. In addition, Oregon weather is allowing for a longer camping season.

Staffing Impact:

Increase of 26 positions, 21.32 FTE

16 Park Ranger 1 positions, Permanent Full Time, 14 phased in October 1, 2017, 2 phased in January 1, 2018

3 Park Ranger Supervisors, Permanent Full Time, phased in January 1, 2018

4 Natural Resource Specialist 2 positions, Permanent Full Time, phased in January 1, 2018

2 Natural Resource Specialist 4 positions, Permanent Full Time, phased in January 1, 2018

1 Right of Way Agent position, Permanent Full Time, phased on January 1, 2018

Quantifying Results:

Increased staffing will support the agency's mission of providing quality park experiences for Oregonians and other visitors to the Department's recreation and heritage sites.

Budget Narrative

Revenue Source:

\$1,766,598 Lottery Funds, \$1,854,946 Other Funds

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No.	105 Invest in People Who Serve							63400-400-10-00-00000 Direct Services					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
X8440	Park Ranger Sup	3	0.75	4,113	2	74,034	44,893						
C8434	Park Ranger 1	14	0.88	3,205	2	67,305	43,238						
C8434	Park Ranger 1	2	0.75	3,205	2	57,690	37,061						
C8502	Nat Res Spec 2	4	0.75	3,803	2	68,454	43,401						
C8504	Nat Res Spec 4	2	0.75	5,096	2	91,728	49,624						
C0761	Right of Way Agent	1	0.75	4,404	2	79,272	46,294						
				Salaries & Wages					885,985	930,311			1,816,296
				Empl Rel Bd Assessments					588	628			1,216
				Public Employees Retire Cont					138,188	145,082			283,270
				Social Security Taxes					67,787	71,163			138,950
				Workers Comp Assessments					706	746			1,452
				Flexible Benefits					345,558	362,832			708,390
Total Personal Services								-	1,438,812	1,510,762	-	-	2,949,574
SERVICES AND SUPPLIES													
4100	Instate Travel								18,657	19,593			38,250
4150	Employee Training								7,464	7,836			15,300
4175	Office Expenses								4,669	4,903			9,572
4200	Telecommunications								23,328	24,494			47,822
4475	Facilities Maintenance								62,195	65,305			127,500
4575	Agency Program Related S and S								57,015	59,867			116,882
4650	Other Services and Supplies								77,229	81,093			158,322
4700	Expendable Prop 250 - 5000								77,229	81,093			158,322
Total Services and Supplies								-	327,786	344,184	-	-	671,970
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$1,766,598	\$1,854,946	\$0	\$0	\$3,621,544
TOTAL POSITIONS/FTE			<u>26</u>	Pos	<u>21.32</u>	FTE							

Budget Narrative

Direct Services

108 Support Salmonberry Trail

Package Description

Purpose:

The purpose of this package is to provide position authority and limitation to support the Salmonberry Trail project.

How Achieved:

The Department has been working with the Department of Forestry and other local partners toward the goal of creating the Salmonberry Trail. The effort to create the Salmonberry Trail is a multi-biennium project; this package continues work started in the 2015-17 biennium. OPRD is providing project management support to the project.

This package also includes limitation for project work on the trail. Funding would come from grants and other donated funds raised by the project.

Staffing Impact:

1 position, 1 FTE Project Manager 3, Permanent Full Time

Quantifying Results:

This project supports the agency's mission of providing quality outdoor experiences for Oregonians and other visitors to the Department's recreation and heritage sites and those of our partners statewide.

Revenue Source:

\$2,280,837 Other Funds

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No. 108		Support Salmonberry Trail						63400-400-10-00-00000					
												Direct Services	
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
X0856	Project Manager 3	1	1.00	7,714	9	185,136	84,078						
				Salaries & Wages						185,136			185,136
				Empl Rel Bd Assessments						57			57
				Public Employees Retire Cont						35,342			35,342
				Social Security Taxes						14,163			14,163
				Workers Comp Assessments						69			69
				Mass Transit Tax						1,111			1,111
				Flexible Benefits						33,336			33,336
Total Personal Services								-	-	269,214	-	-	269,214
SERVICES AND SUPPLIES													
4100	Instate Travel									4,148			4,148
4150	Employee Training									259			259
4175	Office Expenses									519			519
4200	Telecommunications									1,037			1,037
4450	Fuels and Utilities									4,667			4,667
4575	Agency Program Related S and S									2,000,519			2,000,519
4650	Other Services and Supplies									474			474
Total Services and Supplies								-	-	2,011,623	-	-	2,011,623
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$0	\$2,280,837	\$0	\$0	\$2,280,837
TOTAL POSITIONS/FTE			1	Pos	1.00	FTE							

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Parks & Recreation Dept
2017-19 Biennium

Agency Number: 63400
Cross Reference Number: 63400-400-10-00-00000

Source	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
Lottery Funds						
Transfer In - Intrafund	-	-	1,059,662	762,690	-	-
Tsfr From Administrative Svcs	33,499,148	35,237,929	35,237,929	50,503,031	-	-
Tsfr To Forestry, Dept of	(23,198)	(49,656)	(49,656)	(55,019)	-	-
Total Lottery Funds	\$33,475,950	\$35,188,273	\$36,247,935	\$51,210,702	-	-
Other Funds						
Non-business Lic. and Fees	-	525,758	525,758	600,000	-	-
Park User Fees	26,974,659	30,593,339	30,593,339	31,112,492	-	-
Charges for Services	2,048	-	-	-	-	-
Rents and Royalties	1,453,462	-	-	-	-	-
Interest Income	49,149	48,699	48,699	60,348	-	-
Sales Income	2,677,275	2,578,575	2,578,575	2,929,540	-	-
Donations	347,050	-	-	2,000,000	-	-
Grants (Non-Fed)	61,915	-	-	-	-	-
Other Revenues	1,182,949	5,705,337	5,705,337	5,627,953	-	-
Transfer In - Intrafund	-	-	1,664,602	-	-	-
Tsfr From Military Dept, Or	39,612	-	-	-	-	-
Tsfr From Marine Bd, Or State	405,434	400,000	400,000	400,000	-	-
Tsfr From Forestry, Dept of	4,950	25,000	25,000	65,000	-	-
Tsfr From Transportation, Dept	25,892,342	21,135,902	21,135,902	21,492,485	-	-
Tsfr To Forestry, Dept of	(37,802)	(78,964)	(78,964)	(87,492)	-	-
Total Other Funds	\$59,053,043	\$60,933,646	\$62,598,248	\$64,200,326	-	-
Federal Funds						
Federal Funds	623,762	2,226,540	2,255,754	2,123,199	-	-
Total Federal Funds	\$623,762	\$2,226,540	\$2,255,754	\$2,123,199	-	-

Agency Request
2017-19 Biennium

Governor's Budget

Legislatively Adopted

Detail of LF, OF, and FF Revenues - BPR012

Budget Narrative

Park Development

Program Description

Oregon Parks and Recreation Department Park Development 2015-17



Budget Narrative

Oregon Parks and Recreation Department
Park Development
2017-19



Budget Narrative

Park Development

Executive Summary

The Park Development program looks forward, preparing the Oregon state park system for sustainable operations and growth in the face of changing societal needs, increasing expenses, and decreasing state resources for basic park maintenance. The program defines success through:

- Strategic, thoughtful park *acquisitions*.
- Exploiting improvements in *design and engineering* technologies to improve efficiency.
- Enhancement and major maintenance of parks and park facilities.

The program positions the state for a long-term commitment to both the Healthy Environment and Jobs Outcome Areas through the lands and facilities that it acquires, improves, and maintains. The working capital necessary to build and maintain the park system comes predominantly from constitutionally-dedicated Lottery Funds, but also from user-generated Other Funds and Federal Funds.

Program Description

The Oregon Parks and Recreation Department has a broad leadership role to advocate for and promote outdoor recreation in Oregon. It is both a steward of natural, scenic, cultural and recreational resources and a provider of needed high-quality recreational facilities and sites that can fit harmoniously within natural and historic settings. The Department's Park Development program contains two key areas to help accomplish this mission: *property acquisitions* (strategically acquiring parks), and *facility maintenance/construction* (to address overdue maintenance and improve parks).

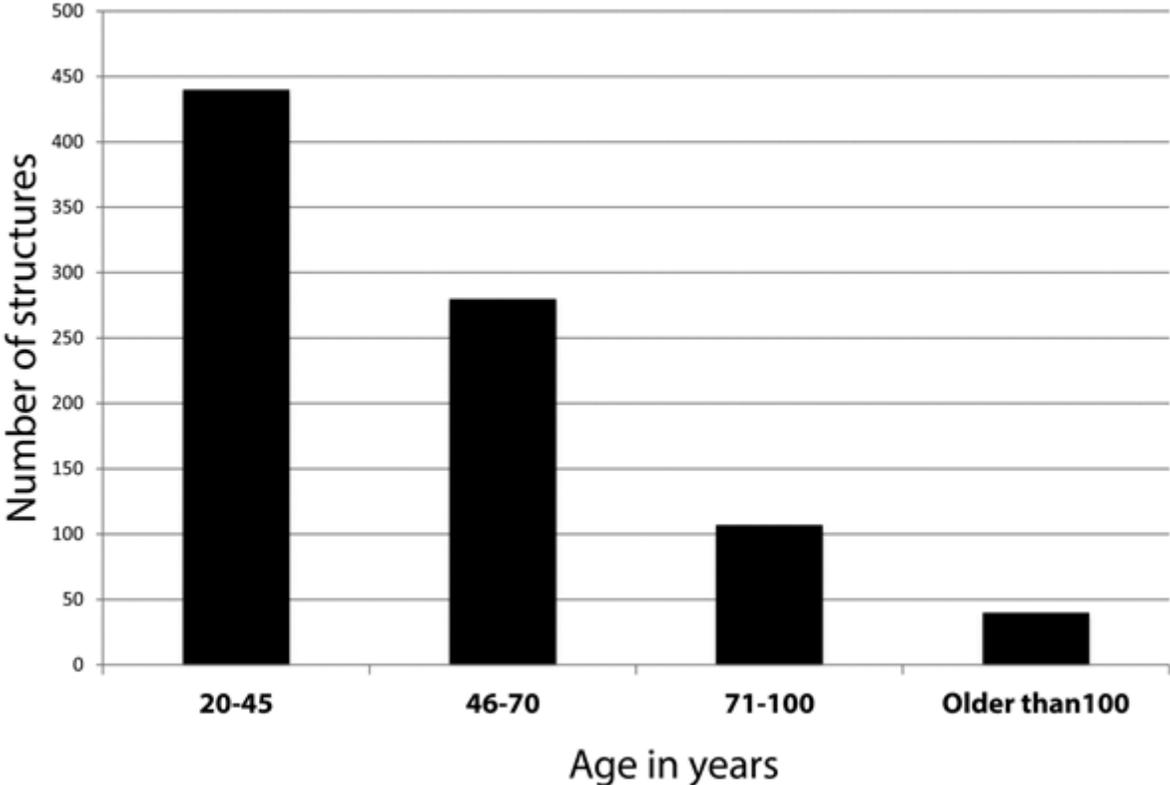
Property acquisition is responsible for the negotiation and purchase of new park properties to keep pace with changes in Oregon demographics, recreational habits and conservation priorities. Acquisitions—trades, easements, donations and purchases—are informed by state documents such as the Oregon Conservation Strategy, Statewide Comprehensive Outdoor Recreation Plan, Oregon Plan for Salmon and Watersheds and Species Management Plans. Protection of public lands and open spaces is a significant tool and goal of many of these plans, though improvement to existing parks is a higher priority than new acquisitions. A small number of high-priority acquisitions should be pursued patiently, relentlessly, and creatively in cooperation with public and nongovernment partners.

Facility maintenance/construction addresses needs for long-term investment in park infrastructure by making repairs, improving and expanding parks to meet future needs, and applying value-added facility designs that use long-life, efficient fixtures and techniques.

Overall costs for the program are driven by real estate market forces, visitor expectations, and the increasing cost to repair or replace facilities built over the last 90 years. A substantial number of facilities were designed fifty years ago to serve a fraction of the number of visitors who currently enjoy the state park system. Of the approximately 1,700 structures in the state park system, 26 would take more than a million dollars each to replace. Nearly one in ten is more than 70 years old and nearly fifty are more than 100 years old.

Budget Narrative

Age of Park Facilities



Program Justification and Link to 10-Year Outcome

The Park Development program that builds and maintains Oregon’s state park system demonstrates Oregon’s ongoing commitment to the “Healthy Environment” and “Job and Innovation” outcome areas in ways that are meaningful and evident across the state. Oregon’s state park system represents the state’s insistence and respect for a healthy environment through allowing the great outdoors to be both accessible and appreciated by broad sectors of the population. This is a strategic foundation for public support of other programs in the state’s Healthy Environment outcome area portfolio. Support ten years from now for a continued commitment to a Healthy Environment depends on inspiring people today to value and conserve the natural environment through, in part, their connection to

Budget Narrative

attractive and well-maintained parks throughout the state. Among the Healthy Environment strategies, the Park Development program “conserves important lands and provide recreational opportunities that help define the character of our state” by:

- Increasing access and availability to transit, rail, bicycle, and pedestrian travel; and
- Balancing ecological and economic interests to improve the health of watersheds, and fish and wildlife habitat.

In “Jobs and Innovation,” Park Development:

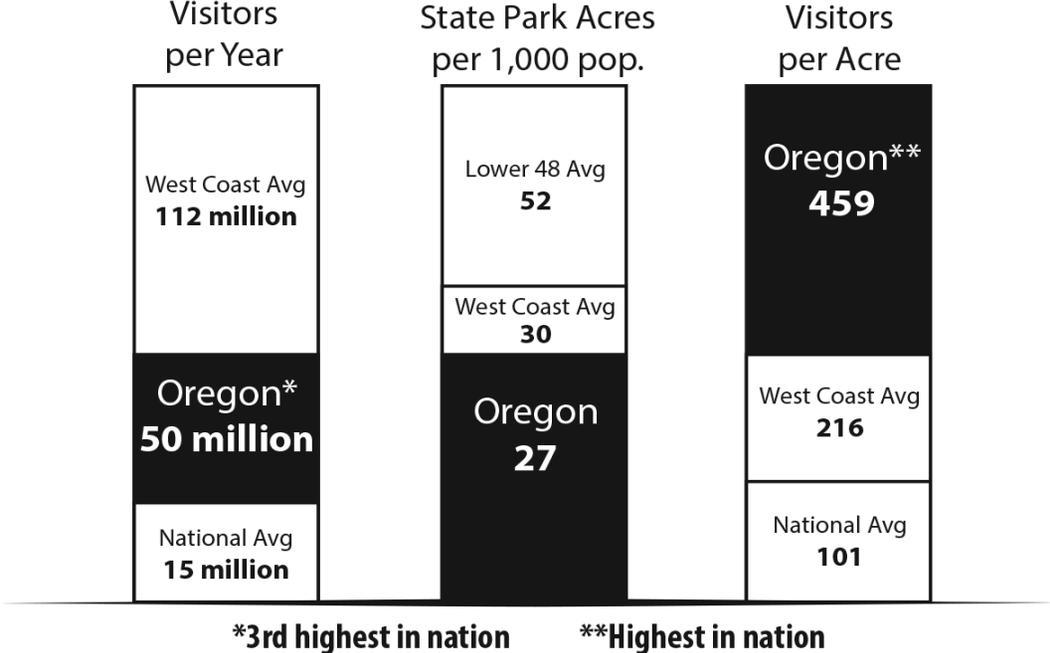
- Supports regional solutions and align local, regional, and state economic development priorities.

Program Performance

The Oregon Parks and Recreation Department uses constitutionally-dedicated lottery funds, trades and other arrangements to gradually acquire park lands from willing sellers. By acting strategically to acquire properties that satisfy needs described in statewide conservation plans, the system has maintained a top position nationally for visitors served, and visitors served per state park acre.

Budget Narrative

Oregon's State Park System



Enabling Legislation/Program Authorization

ORS 390.112 Additional criteria for acquiring and developing new historic sites, parks and recreation areas. The State Parks and Recreation Department shall propose to the State Parks and Recreation Commission additional criteria for the acquisition and development of new historic sites, parks and recreation areas.

ORS 390.121 Powers of commission: In carrying out its responsibilities, the State Parks and Recreation Commission may ... Acquire by purchase, agreement, donation or by exercise of eminent domain, real property or any right or interest therein deemed necessary for the operation and development of state parks, roads, trails, campgrounds, picnic areas, boat ramps, nature study areas, waysides, relaxation areas, visitor and interpretive centers ... or other real property or any right or interest because of its natural, scenic, cultural, historic or recreational value, or any other places of attraction and scenic or historic value which in the judgment of the State Parks and Recreation Department will contribute to the general welfare, enjoyment and pleasure of the public.

Budget Narrative

Funding Streams

Park Development is almost entirely funded with dedicated Lottery Funds, supplemented by a small amount of Other Funds (from park visitor fees) and Federal Funds (mostly in the form of grants). The dedicated Lottery Funds are allocated in accordance with the following constitutional requirement. *Oregon Constitution, Article XV, Section 4a, Use of net proceeds from state lottery for parks and recreation areas:* In each biennium the Legislative Assembly shall appropriate all of the moneys in the parks subaccount of the parks and natural resources fund ... to achieve all of the following: Provide additional public parks, natural areas or outdoor recreational areas to meet the needs of current and future residents of the State of Oregon; Protect natural, cultural, historic and outdoor recreational resources of state or regional significance; Manage public parks, natural areas and outdoor recreation areas to ensure their long-term ecological health and provide for the enjoyment of current and future residents of the State of Oregon; and Provide diverse and equitable opportunities for residents of the State of Oregon to experience nature and participate in outdoor recreational activities in state, regional, local or neighborhood public parks and recreation areas.

Significant Proposed Program Changes from 2015-17

None.

Purpose, customers, and source of funding

The purpose of OPRD's Park Development program is to support the Direct Services program by maintaining and enhancing the state park system for visitors so as to give them a great park experience and increase their appreciation for the state of Oregon and its healthy environment. The customers are the general public, and they include Oregon residents, visitors, and tourists. An estimated 50 million unique visits were made in 2015 to the 250+ state park properties in Oregon. Of these, 2.6 million were for overnight stays by campers and 48 million were for day trips. Based on the most recent visitor surveys, 56% of customers were Oregon residents. The funding for this program is primarily dedicated Lottery Funds (78%), but also includes some Other Funds (14%) from park user fees, agency transfers, and limitation for donations and grants, and some Federal Funds (8%) for grants and agency transfers.

Expenditures by fund type, positions and full-time equivalents

Park Development:	Lottery	Other	Federal	Total Funds	Positions	FTE
Property Acquisition	2,555,500	0	0	2,555,500		
Facilities Construct/Maintain	17,902,011	3,290,749	1,742,574	22,935,334	13	13.00
Total	20,457,511	3,290,749	1,742,574	25,490,834	13	13.00

Budget Narrative

Activities, programs, and issues in the program unit base budget

The Park Development program activities include, within *property acquisitions*, the funding for park property assessment, negotiation, due diligence, and purchase. The issues most affecting the program are availability of funding, real estate values, the willingness of property owners to sell lands to the state, and increasing conditions and regulation around siting parks in various areas throughout the state. In the *facility maintenance/construction* part of the budget, the main activities are major maintenance and repair of existing facilities and enhancement of the park system with new facilities. Because there is inadequate Lottery funding available to accomplish all of the deferred maintenance in the park system, a triage approach is used to address the most critical needs first. While significant progress has been made in reducing long-term deferred maintenance, the aging of the park system infrastructure continues and new emergencies occur constantly that impact the ability to deliver services and keep parks operating.

Important background for decision makers. Include trends in caseload and workload

Funding for *property acquisitions* has fluctuated over the years, reflecting market conditions and a constant search for balance. The state needs to provide memorable experiences in special places for a growing population and needs to relieve crowding on public lands that have family-friendly facilities. On the flip side, it also needs to avoid acquiring property it cannot afford to protect, develop, and maintain. Perhaps more than any other function, the acquisition program relies on leveraging external funding through grants, strong partnerships, and creative mechanisms such as trades. Criteria for acquisition includes consideration of the Department's ability to build and/or maintain the property for the recreational enjoyment of Oregonians or the need to preserve an area for outstanding natural, scenic, or historical value. The 2017-19 acquisition budget is larger than 2015-17, but still short of the historical average of around \$4 million to allow the agency to concentrate its efforts on maintenance and operation strategies. The end goal drives the size of the acquisition fund: providing outstanding visitor experiences consistently and sustainably over time. The *facility maintenance/construction* part of the program funds park improvements and maintenance. It was established in 1997 through the sale of \$15 million in Lottery-backed bonds, and continued by establishment of the Parks and Natural Resources Fund in the 1999-01 biennium. The activities undertaken by OPRD associated with major maintenance and enhancement of the park system through the design, permitting and construction of improvement projects. *Facility maintenance/construction* also encompasses the management systems (e.g., asset tracking, statewide bridge inspections) and personnel necessary to carry out program activities. Other funding sources augment the investment funding, including other agency transfers, grants (e.g., Oregon State Marine Board), donations, hydropower project mitigation funds, special allocations, or matching funds from federal and state agency programs (e.g., Bureau of Reclamation; Oregon Department of Transportation).

Expected results from the 2017-19 budget for the program unit.

The expected results from the 2017-19 budget are the completion of 30 to 35 of the top priority major maintenance projects in the state park system; acquisition of a small number of properties—mostly in-holdings, access improvements, and/or additions to existing parks. The continued investment in a small amount of land acquisition helps relieve crowding and attract underserved segments of the

Budget Narrative

population to new experiences. Links to the 10-year outcome are discussed above. The other expected results are positive performance on the Department's Centennial Horizon principles, as follows:

- Centennial Horizon Principle 1 – Save Oregon's Special Places
 - Secure outstanding habitats, historic places and scenic settings.
 - Encourage public ownership through grants or public/private partnerships.
 - Acquire or help safeguard Oregon's historic places and stimulate activities that foster their use, care and conservation.
- Centennial Horizon Principle 2 – Connect People to Meaningful Outdoor Experiences
 - Build or enable others to build new types of parks that will meet a growing population's needs.
- Centennial Horizon Principle 3 – Taking the Long View
 - Provide first class facilities designed to appeal to a wide variety of visitors and park users;
 - Promote the ethic that parks are vital to Oregon's way of life and that the Department has a civic responsibility to provide and protect them;
 - Reduce OPRD's environmental impact at all levels;
 - Maintain the physical infrastructure of the park system.
- Centennial Horizon Principle 6 – Attract and Inspire Partners
 - Target partnerships that yield the greatest benefit to the Department's vision.

Revenue sources and proposed revenue changes

In Park Development, the Property Acquisition budget is funded by Lottery Funds. The Lottery funds are the Department's constitutionally dedicated share of the Parks and Natural Resource Fund. Lottery fund forecasts are provided by the Office of Economic Analysis.

The Facilities Construct/Maintain budget is funded by a combination of Lottery Funds, Other Funds and Federal Funds. The Lottery funds are the Department's constitutionally dedicated share of the Parks and Natural Resource Fund. Lottery fund forecasts are provided by the Office of Economic Analysis.

Park User Fees are generated by Day Use and Overnight camping fees charged to park visitors. The Department forecasts this revenue source based on historical and future reservation data.

Additional Other Funds are provided by the Department of Transportation (ODOT) for paving of state highways in state parks; ODOT provides this projected revenue amount to the Department.

Budget Narrative

Finally, this budget contains Other Revenue (Other Funds) and Federal revenue. These funds come from a variety of sources depending on what partners the Department works with during the biennium. Because the sources change from biennium to biennium, it is not possible to list specific revenue sources. The Department forecasts this revenue to remain constant from biennium to biennium.

Proposed new laws that apply to the program unit

None.

Budget Narrative

Summary of 2017-19 Budget Oregon Parks and Recreation Department

Park Development	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited	
								Other	Federal
2015-17 LEGISLATIVELY ADOPTED BUDGET	13	13.00	25,075,395		18,740,607	3,675,630	2,659,158		
Emergency Board Actions (through 3/2016)			91,642		67,774	14,845	9,023		
2015-17 Legislatively Approved Budget	13	13.00	25,167,037		18,808,381	3,690,475	2,668,181		
Base Budget Adjustments:									
Net Cost of 2015-17 Position Actions:									
Administrative, Biennialized E-Board, Phase-Out			(16,952)		57,330	(64,979)	(9,303)		
Estimated Cost of 2017-19 Merit Increase									
Base Debt Service Adjustment									
Base Nonlimited Adjustment									
Capital Construction Adjustment									
Subtotal: 2017-19 Base Budget	13	13.00	25,150,085		18,865,711	3,625,496	2,658,878		
Essential Packages:									
Package No. 010									
Vacancy Factor (Increase)/Decrease			(41,352)		(17,219)	(24,133)			
Non-PICS Personal Service Increase/(Decrease)			140		3,810	(3,950)	280		
Subtotal			(41,212)		(13,409)	(28,083)	280		
Package No. 021/022									
021 - Phased-In Programs Excl. One-Time Costs									
022 - Phase-Out Programs and One-Time Costs			(2,355,000)		(970,000)	(405,000)	(980,000)		
Subtotal			(2,355,000)		(970,000)	(405,000)	(980,000)		
Package No. 031/032/033									
Cost of Goods & Services Increase/(Decrease)			736,961		575,209	98,336	63,416		
State Govt Service Charges Increase/(Decrease)									
Subtotal			736,961		575,209	98,336	63,416		
Package No. 040									
Mandated Caseload Increase/(Decrease)									
Package No. 050									
Fund Shifts									
Package No. 060									
Technical Adjustments									
Subtotal: 2017-19 Current Service Level Budget	13	13.00	23,490,834		18,457,511	3,290,749	1,742,574		
2017-19 Current Service Level - Page 1 Subtotal	13	13.00	23,490,834		18,457,511	3,290,749	1,742,574		
Package No. 070									
Revenue Shortfalls									
Subtotal: 2017-19 Modified Current Service Level	13	13.00	23,490,834		18,457,511	3,290,749	1,742,574		

Budget Narrative

Park Development	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Federal	
Emergency Board Packages:									
(List ORBITS Package number and title)									
Subtotal Emergency Board Packages									
Policy Packages:									
101 Standard Operational Needs									
102 Honor Grant Award Obligations									
103 Update Camping Rates									
104 Flex Fees in Limited Way to Earn Average Rates									
105 Invest in People Who Serve									
106 Invest in New & Expanded Parks for Oregonians			1,000,000		1,000,000				
107 Invest to Maintain Parks			1,000,000		1,000,000				
108 Support Salmonberry Trail									
Subtotal Policy Packages			2,000,000		2,000,000				
Total: 2017-19 Budget	13	13.00	25,490,834		20,457,511	3,290,749	1,742,574		
Percent Change From 2015-17 Leg. Approved	0.0%	0.0%	1.3%	0.0%	8.8%	-10.8%	-34.7%	0.0%	0.0%
Percent Change From Current Service Level Budget	0.0%	0.0%	8.5%	0.0%	10.8%	0.0%	0.0%	0.0%	0.0%

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2013-15 Actual	2015-17 Legislatively Approved	2015-17 Estimated	2017-19		
						Agency Request	Governor's Balanced Budget	Legislatively Adopted
<u>Lottery Funds</u>								
Interest Earnings	Lot	0605						
Transfers-In								
Intrafund	Lot	1010		67,774				
From Dept. Adminst Serv (Dedicated Lottery - Measure 76)	Lot	1107	19,068,532	17,565,020	17,632,794	20,457,511		
From Dept. Adminst Serv (Non-Dedicated Lottery - Non-Measure 76)	Lot	1107						
From Department of Forestry	Lot							
Transfers-Out								
Intrafund	Lot	2010						
Administrative Services	Lot	2107						
Dept. of Forestry	Lot	2629						
To Oregon Department of Transportation	Lot	2730						
Total Lottery Funds	Lot		19,068,532	17,632,794	17,632,794	20,457,511	-	-
<u>Other Funds (Limited)</u>								
Park User Fees	Oth	0255	1,720,356	557,644	557,644			
Other Nonbusiness Lic & Fees	Oth	0210						
Charges for Services	Oth	0410						
Rents and Royalties	Oth	0510						
Interest Earnings	Oth	0605						
Sales Income	Oth	0705						
Donations	Oth	0905		-				
Grants (Non-Fed)	Oth	0910	349,951					
Other Revenues	Oth	0975	165,292	1,937,094		2,047,705		
Lottery Bonds Proceeds	Oth	0565						
Transfers-In								
Intrafund	Oth	1010		14,845				
From Dept. Adminst Serv	Oth	1107						
Oregon Military Department	Oth	1248						
From Marine Board	Oth	1250	21,963					
Oregon Dept of Energy	Oth	1330						
OR Business Development	Oth	1123						
From Oregon Dept of State Lands	Oth	1141						
From Oregon Department of Forestry	Oth	1629						
From Oregon Department of Transportation	Oth	1730		1,180,892	1,180,892	1,243,044		
From Dept of Fish/Wildlife	Oth	1635			249,892			

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2013-15 Actual	2015-17 Legislatively Approved	2015-17 Estimated	2017-19		
						Agency Request	Governor's Balanced Budget	Legislatively Adopted
Transfers-Out								
Intrafund	Oth	2010						
To Counties	Oth	2080						
To Oregon Department of Transportation	Oth	2730						
To OR Business Development	Oth	2123						
To Dept. of Agriculture	Oth	2603						
To Dept. of Forestry	Oth	2629						
To Oregon State Police	Oth	2257						
<i>Total Other Funds</i>	Oth		2,257,562	3,690,475	1,988,428	3,290,749	-	-
<i>Federal Funds (Limited)</i>								
Federal Funds	Fed	0995	1,390,943	2,668,181	1,982,366	1,742,574		
Oregon Department of Transportation	Fed	1730						
Oregon Military Dept	Fed	1248						
<i>Total Federal Funds - Limited</i>	Fed		1,390,943	2,668,181	1,982,366	1,742,574	-	-
TOTAL LIMITED			22,717,037	23,991,450	21,603,588	25,490,834	-	-
Lottery, Other, and Federal Funds			22,717,037	23,991,450	21,603,588	25,490,834	-	-

Budget Narrative

Park Development

010 Non-PICS Psnl Svc / Vacancy Factor

Package Description

This package includes standard inflation of 3.7% on non PICS generated accounts unless otherwise described below:

- Mass Transit – adjustment to .6% of subject salary and wages.
- Pension Obligation Bonds – amount required for payment of bonds as calculated by the Department of Administrative Services (DAS).
- Vacancy Savings – an amount calculated based on the previous biennium’s turnover rate.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No. 010 Non-PICS Psnl Svc/Vacancy Factor		63400-300-10-00-00000 Park Development																																																																																	
PERSONAL SERVICES																																																																																			
Classification No.	Group by Classification Name	# of Pos.	FTE	SR	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds																																																																						
				<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">Temporary Appointments</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">1,693</td> <td></td> <td></td> <td></td> <td style="text-align: right;">1,693</td> </tr> <tr> <td>Pension Bond Contribution</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">2,882</td> <td style="text-align: right;">(3,539)</td> <td style="text-align: right;">280</td> <td></td> <td style="text-align: right;">(377)</td> </tr> <tr> <td>Social Security Taxes</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">130</td> <td></td> <td></td> <td></td> <td style="text-align: right;">130</td> </tr> <tr> <td>Mass Transit Tax</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">(895)</td> <td style="text-align: right;">(411)</td> <td></td> <td></td> <td style="text-align: right;">(1,306)</td> </tr> <tr> <td>Vacancy Savings</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">(17,219)</td> <td style="text-align: right;">(24,133)</td> <td></td> <td></td> <td style="text-align: right;">(41,352)</td> </tr> </table>										Temporary Appointments									1,693				1,693	Pension Bond Contribution									2,882	(3,539)	280		(377)	Social Security Taxes									130				130	Mass Transit Tax									(895)	(411)			(1,306)	Vacancy Savings									(17,219)	(24,133)			(41,352)
Temporary Appointments									1,693				1,693																																																																						
Pension Bond Contribution									2,882	(3,539)	280		(377)																																																																						
Social Security Taxes									130				130																																																																						
Mass Transit Tax									(895)	(411)			(1,306)																																																																						
Vacancy Savings									(17,219)	(24,133)			(41,352)																																																																						
Total Personal Services								-	(13,409)	(28,083)	280	-	(41,212)																																																																						
SERVICES AND SUPPLIES																																																																																			
Total Services and Supplies								-	-	-	-	-	-																																																																						
CAPITAL OUTLAY																																																																																			
Total Capital Outlay								-	-	-	-	-	-																																																																						
SPECIAL PAYMENTS																																																																																			
Total Special Payments								-	-	-	-	-	-																																																																						
TOTAL REQUESTS								-	(\$13,409)	(\$28,083)	\$280	\$0	(\$41,212)																																																																						
TOTAL POSITIONS/FTE			Pos	FTE																																																																															

Budget Narrative

Park Development

022 Phase out Program and One time Costs

Package Description

This package phases out limitation related to a Marine Board grant, a federal grant funded acquisition and a lottery funded acquisition.

Budget Narrative

Park Development

031 Standard Inflation Adjustments

Package Description

This package includes standard inflation of 3.7% for all Services and Supplies, Capital Outlay and Special Payments unless otherwise described below. In addition, Professional Services accounts are granted 4.1% inflation.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No.	031 Standard Inflation	63400-300-10-00-00000 Park Development											
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	SR	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
4100	Instate Travel								1,875				1,875
4125	Out of State Travel								146				146
4150	Employee Training								1,529				1,529
4175	Office Expenses								3,872				3,872
4200	Telecommunications								4,288				4,288
4275	Publicity and Publications								273				273
4300	Professional Services								29,983		13,190		43,173
4315	IT Professional Services								7				7
4375	Employee Recruitment and Develop								182				182
4400	Dues and Subscriptions								91				91
4425	Facilities Rental and Taxes								1,035				1,035
4450	Fuels and Utilities								846				846
4475	Facilities Maintenance								20,260				20,260
4575	Agency Program Related S and S								426,293	98,336	50,226		574,855
4650	Other Services and Supplies								79,795				79,795
4700	Expendable Prop 250 - 5000								2,731				2,731
4715	IT Expendable Property								2,003				2,003
Total Services and Supplies								-	575,209	98,336	63,416	-	736,961
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$575,209	\$98,336	\$63,416	\$0	\$736,961
TOTAL POSITIONS/FTE			Pos					FTE					

Budget Narrative

Park Development

106 Invest in New & Expanded Parks for Oregonians

Package Description

Purpose:

The purpose of this package is to invest additional funds in the acquisition of state park property.

How Achieved:

Acquisition funds allow the Department to protect iconic sites in Oregon by purchasing the property and then protecting the site and allowing Oregonians to enjoy the site. Additionally, acquisition funds allow for select purchases to expand current park properties allowing a larger number of Oregonians to enjoy the site. The Department works with willing sellers to acquire property.

Staffing Impact:

None.

Quantifying Results:

This action supports the agency's mission of providing quality park experiences for Oregonians and other visitors to the Department's recreation and heritage sites.

Revenue Source:

\$1,000,000 Lottery Funds

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY														
Package No. <u>106 Invest in New & Expanded Parks for Oregonians</u>												63400-300-10-00-00000		
												Park Development		
PERSONAL SERVICES														
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds	
								-	-	-	-	-	-	
SERVICES AND SUPPLIES														
4575 Agency Program Related S and S								-	1,000,000			-	-	1,000,000
Total Services and Supplies								-	1,000,000	-	-	-	1,000,000	
CAPITAL OUTLAY														
Total Capital Outlay								-	-	-	-	-	-	
SPECIAL PAYMENTS														
Total Special Payments								-	-	-	-	-	-	
TOTAL REQUESTS								-	\$1,000,000	\$0	\$0	\$0	\$1,000,000	
TOTAL POSITIONS/FTE			Pos				FTE							

Budget Narrative

Park Development

107 Invest to Maintain Parks

Package Description

The purpose of this package is to invest additional Lottery funds in the maintenance of park facilities.

How Achieved:

OPRD has park property and facilities spread across the state of Oregon. Many of the facilities (buildings, utility systems, and infrastructure) are aging and in need of maintenance, repair or replacement. It is necessary for the Department to fund routine and preventive maintenance along with attempting to catch up on a growing accumulation of deferred maintenance.

The Department has a Facilities Investment Program (FIP) that is guided by the following strategy for facilities investment decisions:

- Make overdue priority repairs and replacements from deferred maintenance,
- Use value added facility designs that use fixtures and techniques that are durable and energy efficient,
- Improve and expand parks for the future,

Maintenance needs are tracked and prioritized in the agency's computerized asset management system. Each biennium, priority projects are funded based on the funding available for investment in facilities maintenance. Prioritization is based on the following criteria:

- Imminence of a critical system failure;
- Regulatory compliance need;
- Customer service visitor impact;
- Cost to agency / loss of revenue;
- ADA / universal access impact;
- Efficiency; and
- Resource management need.

Additional funds will allow the Department to complete more priority projects from the list.

Budget Narrative

Staffing Impact:

None.

Quantifying Results:

If this investment is made, the amount of deferred maintenance will be reduced, more projects will be handled as routine and preventive maintenance and park visitors will have better experiences with maintained facilities.

Revenue Source:

\$1,000,000 Lottery Funds

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY														
Package No.	107 Invest to Maintain Parks							63400-300-10-00-00000 Park Development						
PERSONAL SERVICES														
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds	
Total Personal Services								-	-	-	-	-	-	
SERVICES AND SUPPLIES														
4575	Agency Program Related S and S								1,000,000					1,000,000
Total Services and Supplies								-	1,000,000	-	-	-	1,000,000	
CAPITAL OUTLAY														
Total Capital Outlay								-	-	-	-	-	-	
SPECIAL PAYMENTS														
Total Special Payments								-	-	-	-	-	-	
TOTAL REQUESTS								-	\$1,000,000	\$0	\$0	\$0	\$1,000,000	
TOTAL POSITIONS/FTE			Pos	FTE										

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Parks & Recreation Dept
2017-19 Biennium

Agency Number: 63400
Cross Reference Number: 63400-300-10-00-00000

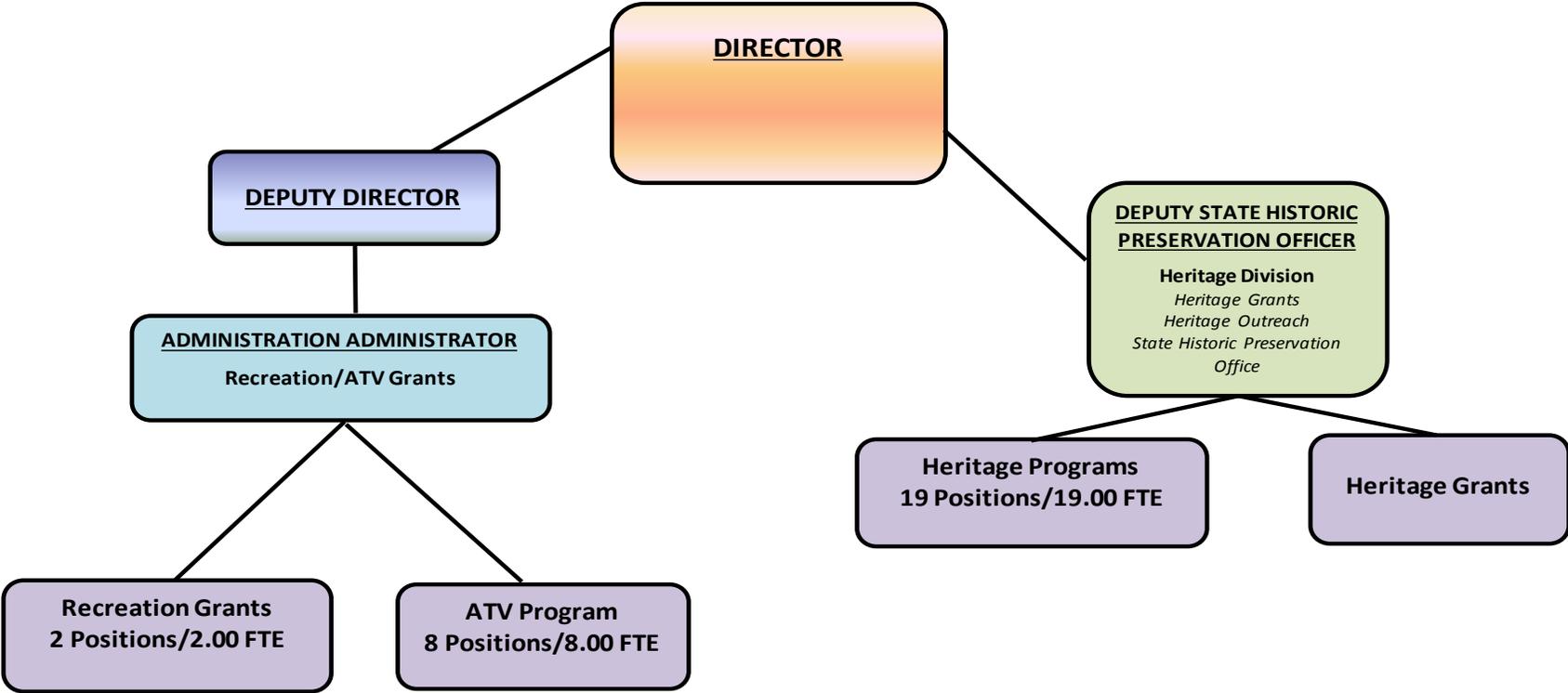
Source	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
Lottery Funds						
Transfer In - Intrafund	-	-	67,774	-	-	-
Tsfr From Administrative Svcs	19,068,532	17,565,020	17,565,020	20,457,511	-	-
Total Lottery Funds	\$19,068,532	\$17,565,020	\$17,632,794	\$20,457,511	-	-
Other Funds						
Park User Fees	1,720,356	557,644	557,644	-	-	-
Grants (Non-Fed)	349,951	-	-	-	-	-
Other Revenues	165,292	1,937,094	1,937,094	2,047,705	-	-
Transfer In - Intrafund	-	-	14,845	-	-	-
Tsfr From Marine Bd, Or State	21,963	-	-	-	-	-
Tsfr From Transportation, Dept	-	1,180,892	1,180,892	1,243,044	-	-
Total Other Funds	\$2,257,562	\$3,675,630	\$3,690,475	\$3,290,749	-	-
Federal Funds						
Federal Funds	1,390,943	2,659,158	2,668,181	1,742,574	-	-
Total Federal Funds	\$1,390,943	\$2,659,158	\$2,668,181	\$1,742,574	-	-

Budget Narrative

Community Support and Grants

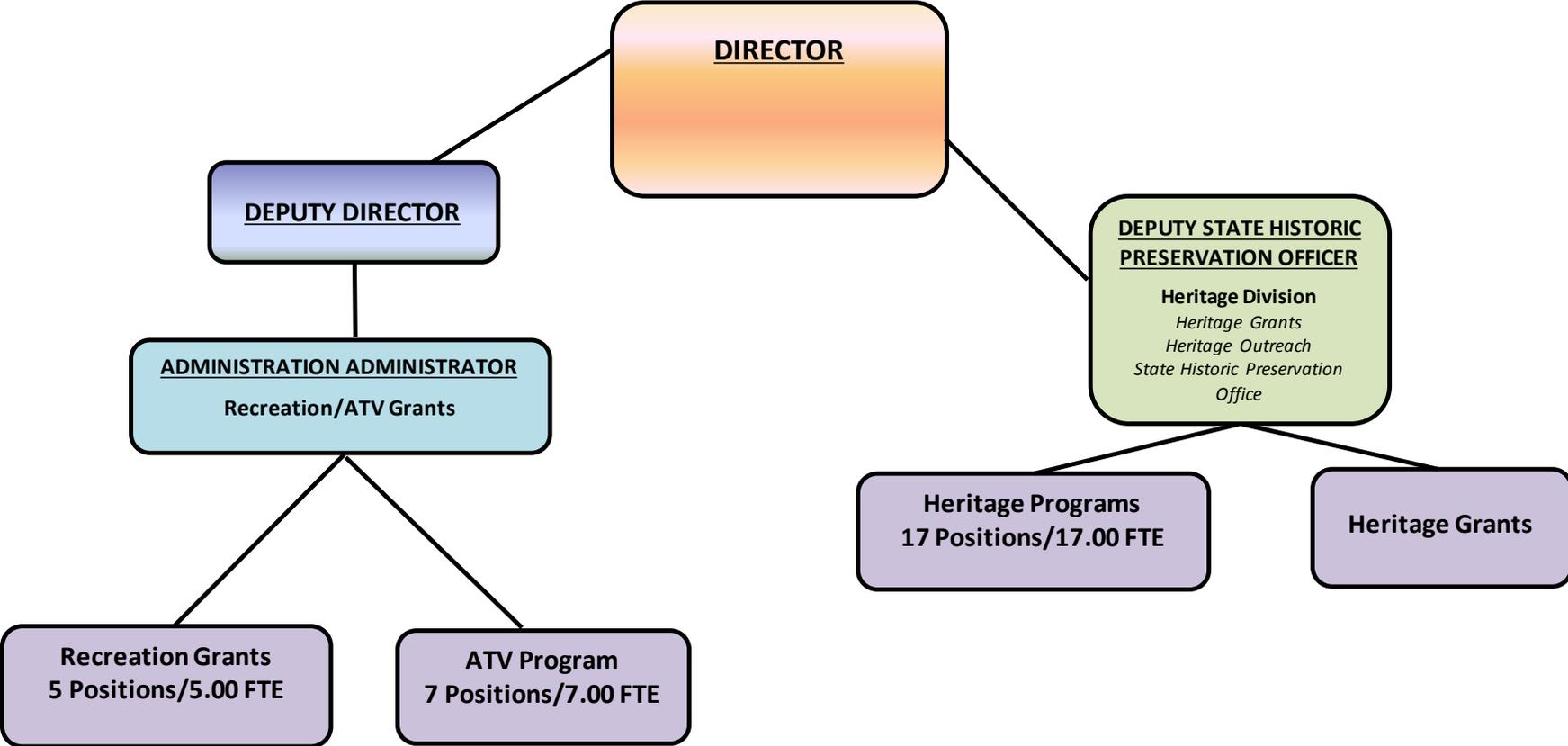
Program Description

Oregon Parks and Recreation Department Community Support and Grants 2015-17



Budget Narrative

Oregon Parks and Recreation Department
Community Support and Grants
2017-19



Budget Narrative

Community Support and Grants

Executive Summary

The Community Support and Grants program serves Oregon property owners, local governments and organizations, and land managers by assisting them to navigate state and federal laws related to historical and archaeological resources, and by providing matching grants to fund citizen needs. This program is funded with constitutionally-dedicated Lottery Funds, Federal Funds, and Other Funds (such as Oregon ATV funds).

Program Description

Services in the Community Support and Grants program are grouped into four main areas. The first two—*recreation grants* and *heritage grants*—support communities and other service providers to provide a range of competitive grants and federal pass-through dollars. Local communities meet criteria, then use the money to directly serve their citizens' needs.

The *all-terrain vehicle* program manages a statewide safety certification service and dispenses funding for education, law enforcement and safety, and riding area improvements on federal, state, county and other public-use lands (these riding areas exist entirely outside the state park system).

The *heritage program* assists private and public entities improve their historic resources, successfully navigate federal and state laws, and tap the expertise of historic and archaeological professionals to protect Oregon's cultural identity. This program manages Oregon's presence in the federal National Register of Historic Places program.

Program Justification and Link to 10-Year Outcome

The *recreation grants* and *heritage grants* programs—a suite of 10 programs funded by federal, Oregon Lottery, recreational vehicle license and other monies—deliver crucial funding to county, regional and city governments. These matching funds are fast, efficient and in strong demand by government jurisdictions hard-pressed to fund services demanded by their constituents. Recreation grants:

- Local Government (Lottery Funds)
- Recreation Trails (Federal Funds)
- County Opportunity (Other Funds – a share of recreational vehicle licenses)
- All-Terrain Vehicles (Other Funds – gas tax refunds)

Budget Narrative

Heritage grants:

- Certified Local Government (Federal Funds)
- Heritage (Lottery Funds)
- Historic Cemetery (Lottery Funds)
- Museum (Lottery Funds)
- Preserving Oregon (Lottery Funds)
- Oregon Main Street Revitalization (Other Funds)

Both heritage and recreation programs drive an increasing amount of tourism traffic, producing economic benefits in rural areas. The *recreation grants* and *heritage grants* programs fulfill both Healthy Environment and Job strategies:

- Increases access and availability to transit, rail, bicycle, and pedestrian travel; and
- Balances ecological and economic interests to improve the health of watersheds, and fish and wildlife habitat.
- Supports regional solutions and align local, regional, and state economic development priorities.

The *all-terrain vehicle* program is at the forefront of a national effort to improve safety, protect public lands and serve people engaged in a growing outdoor sport. It addresses the overarching goal of the “Healthy Environment” outcome by helping communities and businesses create places where people want to live, work and play, and that Oregon will be proud to pass on to the next generation.”

The *heritage program* is a service unique to OPRD, and it serves two main functions. First, it bridges the gap between property owners and the several state and federal requirements which protect historic and archaeological resources. Land owners (public and private) must be careful to protect historically-valuable landscapes, buildings, and prehistoric cultural artifacts, and they need friendly professionals who can assist in finding solutions by interpreting the law. Second, the heritage program helps extend the usable life of historic buildings and downtown districts. The first, best way to reduce resource consumption and prevent urban sprawl is to use existing buildings which have not only stood the test of time but are located where infrastructure already exists. This program directly fulfills the Jobs and Innovation outcome by:

- Supporting regional solutions and align local, regional, and state economic development priorities.

Program Performance

Community Support staff work constantly to assist local communities, and that includes encouraging them to apply for grant opportunities and service programs that may be new to them.

Budget Narrative

Enabling Legislation/Program Authorization

Under authority of the Federal Historic Preservation Act of 1966 [54 U.S.C. 300101 et seq.] and federal rule [36 CFR Parts 60 and 61], Oregon cooperates with the federal government on a program that encompasses survey, planning, registration activities, grants-in-aid, tax benefits, and federal project review. Oregon also has a parallel program through ORS 358 and ORS 390, and the Community Support program implements a wide range of statutes related to its *heritage program*:

- ORS 97.774 (Oregon Commission on Historic Cemeteries)
- ORS 358.475 (Special Assessment of Historic Property)
- ORS 358.570 (Oregon Heritage Commission)
- ORS 358.622 (State Advisory Committee on Historic Preservation)
- ORS 358.612 (Authorities of State Historic Preservation Officer)
- ORS 358.653 (Preservation of state-owned historic property)
- ORS 358.680 (Oregon Property Management Program)
- ORS 358.905 (General Archaeology)
- ORS 390.235 (Issuance of Archeological Permits)
- Executive Order 98-16 (Oregon Historic Trails Advisory Council)

Federal establishment of the *Land and Water Conservation Fund* is found in 16 U.S.C. 460: “providing funds for and authorizing Federal assistance to the States in planning, acquisition, and development of needed land and water areas and facilities”.

The federal *Recreation Trails Program* fund is established through the Federal Highways Administration in 23 U.S.C. 104(h): “the [Transportation] Secretary, in consultation with the Secretary of the Interior and the Secretary of Agriculture, shall carry out a program to provide and maintain recreational trails ... the Governor of the State shall designate the State agency or agencies that will be responsible for administering apportionments made to the State.”

ORS 390.134 State Parks and Recreation Department Fund; sources; uses; advisory committee; rules; subaccounts. ... 12% of the amount transferred to the State Parks and Recreation Department Fund from the Parks Subaccount shall be used only to carry out the purposes and achievements described in ORS 390.135 (2) and (3) through the awarding of grants to regional or local government entities to acquire property for public parks, natural areas or outdoor recreation areas or to develop or improve public parks, natural areas or outdoor recreation areas ... Forty-five percent of the amount transferred to the State Parks and Recreation Department under ORS 366.512 from the registration of travel trailers, campers and motor homes and under ORS 803.601 from recreational vehicle trip permits must be deposited in a separate subaccount within the fund to be distributed for the acquisition, development, maintenance, care and use of county park and recreation sites.

Budget Narrative

ORS 390.565 All-Terrain Vehicle Advisory Committee; appointment; term; duties. The All-Terrain Vehicle Advisory Committee is established ...The committee shall ... make recommendations to the State Parks and Recreation Commission ... [and] recommend appropriate safety requirements to protect child operators and riders of off-highway vehicles to the commission ... [and] Advise the State Parks and Recreation Department on the allocation of moneys in the All-Terrain Vehicle Account established by ORS 390.555; and review grant proposals and make recommendations to the commission as to which projects should receive grant funding.

Funding Streams

Community Support and Grants are funded by dedicated and non-dedicated Oregon Lottery funds (for heritage grants and Main Street grants, respectively), Federal Funds (for heritage and recreation grants, see 16 USC and 23 USC references above), and Other Funds (all-terrain vehicle, private donations, and the Oregon Cultural Trust).

Oregon Constitution, Article XV, Section 4a, Use of net proceeds from state lottery for parks and recreation areas: In each biennium the Legislative Assembly shall appropriate all of the moneys in the parks subaccount of the parks and natural resources fund ... to achieve all of the following:

Provide additional public parks, natural areas or outdoor recreational areas to meet the needs of current and future residents of the State of Oregon; Protect natural, cultural, historic and outdoor recreational resources of state or regional significance; Manage public parks, natural areas and outdoor recreation areas to ensure their long-term ecological health and provide for the enjoyment of current and future residents of the State of Oregon; and Provide diverse and equitable opportunities for residents of the State of Oregon to experience nature and participate in outdoor recreational activities in state, regional, local or neighborhood public parks and recreation areas. ... In each biennium the Legislative Assembly shall appropriate no less than twelve percent of the moneys in the parks subaccount for local and regional grants

Significant Proposed Program Changes from 2015-2017

The *heritage grants* program will begin administering the Oregon Main Street Revitalization Grant in the spring of 2017. Authorized in 2015 by HB 3526, the program will offer grants funded by non-dedicated Lottery dollars for acquisition, rehabilitation, and construction within designated historic downtown areas. Program will include grants administration, database, and customer service workloads in *heritage programs*.

Purpose, customers, and source of funding

The *recreation grants* program provides local governments and organizations funds to develop or enhance outdoor recreation facilities, such as parks, trails, campgrounds, and memorials. Funding sources include Federal, State (Lottery), and Other funds (RV registration fees).

Budget Narrative

The *heritage grants* program provides funds to local governments, organizations, and historic property owners to preserve and restore historic buildings, sites, records, and artifacts so they can benefit their communities. Funding sources include Federal, State (Lottery), and Other funds (private donations, non-dedicated lottery bond revenue, and Oregon Cultural Trust).

The *all-terrain vehicle* program manages a statewide safety certification service and dispenses funding for education, law enforcement and safety, and riding area improvements on federal, state, county and other public-use lands. The program is funded by Other funds, specifically gas tax refunds and ATV registration fees.

The *heritage program* assists private and public entities in preserving and enhancing their historic resources and successfully navigating federal and state laws. Training and assisting local heritage organizations is a major part of this effort. Funding sources include Federal, State (Lottery), and Other funds (private donations and Oregon Cultural Trust funds).

Expenditures by fund type, positions and full-time equivalents

Community Support and Grants:						
	Lottery	Other	Federal	Total Funds	Positions	FTE
Heritage Programs	2,858,513	299,859	1,268,131	4,426,503	17	17.00
Heritage Grants	644,868	230,214	786,320	1,661,402		
Land & Water Conservation	0	0	2,900,000	2,900,000		
Recreation Trails Program	0	0	7,116,544	7,116,544		
Natural Heritage Grants	0	0	461,080	461,080		
Local Government Grants	11,210,943	0	0	11,210,943		
RV County Oppurtunity Grants	0	1,570,000	0	1,570,000		
Main Street Grant Program	0	2,500,000	0	2,500,000		
Grant Administration	879,360	588,420	0	1,467,780	5	5.00
ATV Program	0	9,745,123	0	9,745,123	7	7.00
Total	15,593,684	14,933,616	12,532,075	43,059,375	29	29.00

Activities, programs, and issues in the program unit base budget

Recreation Grants: General duties include grant administration, assistance and guidance to grant applicants and recipients, project inspections, and processing reimbursement payments for the following grant programs:

- Local Government: Acquire, develop, or upgrade city, county, or regional parks.
- Land and Water Conservation Fund (federal): Acquire, develop, or upgrade outdoor recreation facilities.
- Recreation Trails Program (federal): Acquire, develop, and maintain both motorized and non-motorized trails.
- County Opportunity: Acquire, develop, plan, or upgrade county-owned campgrounds.

Budget Narrative

- All-Terrain Vehicles: Acquire, develop, or maintain ATV recreational areas, and support local law enforcement and emergency medical services related to ATV activities.
- Veterans and War Memorials: Construct and maintain memorials honoring military veterans.

Heritage Grants: General duties include grant administration, assistance and guidance to grant applicants and recipients, project inspections, and processing reimbursement payments for the following grant programs:

- Certified Local Government (federal): Support city or county historic preservation programs, including historic register designations, building rehabilitation, landmark commission reviews, and public education.
- Heritage: Support a broad range of local history and heritage activities.
- Historic Cemetery: Stabilize and upgrade officially designated historic cemeteries.
- Museum: Support projects related to history museum collections and operations.
- Preserving Oregon: Rehabilitation work on historic buildings and archaeological site documentation.
- Oregon Main Street Revitalization: Acquisition, rehabilitation, and construction in designated downtown areas.

All-Terrain Vehicle Program:

- Issue biennial permits required of all ATVs ridden on public land.
- Manage a statewide safety certification program for ATV riders.
- Coordinate and conduct education and training related to ATV use.

Heritage Program: General duties include administering a variety of programs for historic building and archaeological site preservation, local historical museums, historical societies, and other providers of heritage services and activities.

- Maintain records of all known historic structures and archaeological sites in Oregon.
- Administer the National Register of Historic Places program.
- Issue permits required by state law for archaeological site excavation and testing.
- Coordinate statewide heritage-related commemorations, events, and activities, including the annual Heritage Conference.
- Administer state and federal tax incentive programs for historic building rehabilitation.
- Conduct or oversee surveys to identify historic and archaeological sites throughout the state.
- Provide staff support for several heritage boards: Historic Trails Advisory Council, Commission on Historic Cemeteries, Heritage Commission, and the State Advisory Committee on Historic Preservation.
- Prepare and implement the Historic Preservation Plan and the Heritage Plan (5 year cycle for each).
- Train and assist local heritage partner organizations so they can succeed with their projects and programs.
- Assist government agencies and others in complying with state and federal cultural resource laws and regulations.

Budget Narrative

Important background for decision makers. Include trends in caseload and workload

All of the programs in Community Support and Grants are on a fairly steady track in terms of caseload and workload. The grant programs and the outreach programs to local partners remain very popular and effective. The grants provide critical funding for local governments, who are especially strapped financially in the current economic climate. The agency's staff expertise is also very valuable to grant recipients and local partners, given that they do not typically have heritage, grant, or recreation specialists on their staffs. Federally funded programs are being watched carefully, given the potential volatility (mostly on the reduction side) in federal funding, but for now they are relatively stable.

Expected results from the 2017-19 budget for the program unit.

Recreation Grants and Heritage Grants:

- Assist communities and other partners in improving the array of parks, outdoor recreation facilities, and heritage offerings throughout the state.
- Develop more streamlined, but still effective, grant administration processes that make it easier for applicants to apply for and manage their grants, and more efficient for staff to administer.
- Maintain a high level of local government participation in the grant programs. The agency's Key Performance Measure #3 has a goal of 50% participation (44% in FY 2014).

ATV Program:

- Promote partnerships with riders and land managers both public and private, clubs and organizations, the OHV industry, which is based on mutual respect and minimizes conflicts among various public land uses. Maintained or improved the number and quality of training and education programs related to ATV activities.

Heritage Program:

- Continued increase in both the number of local heritage partner organizations and their effectiveness in preserving and putting to useful purpose the state's heritage resources.
- Continued increase in the number of historic properties listed in the National Register of Historic Places (approximately 20-25 per year), as reported in the agency's Key Performance Measure #2.
- Improved methods for tracking the economic benefits of heritage-related activities, especially in the areas of heritage tourism and historic downtown revitalization, and actual improvement in those numbers.

Revenue sources and proposed revenue changes

The budget in Community Support and Grants is funded by a mixture of Lottery, Other and Federal funds.

Budget Narrative

Lottery Funds are used by the Heritage Program, Heritage Grants and the Local Government Grant Program. The Lottery funds are from the Department's constitutionally dedicated share of the Parks and Natural Resource Fund. The constitution requires 12% of the Department's lottery funds be dedicated to the Local Government Grant program. Lottery fund forecasts are provided by the Office of Economic Analysis.

Other Funds are provided by the Department of Transportation (ODOT) for the ATV Program (unrefunded fuel tax), RV registrations for transfer to Oregon Counties, and for the RV County Opportunity Grant Program.

Other funds are deposited in the Oregon Property Management Account primarily from Special Assessment Program fees; the account also contains various donations for historic preservation. The Department forecasts this revenue based on historical information.

Other funds are received from the Cultural Trust of Oregon via the Oregon Business Development Department (Business Oregon). Estimated amounts are provided by the sending agency.

Other funds are deposited in the Oregon Main Street Revitalization Grant Program fund from the sale of lottery backed bonds.

Interest income is earned on funds in the Department's bank account. The Department forecasts this revenue based on historical average earnings.

Federal Funds are used by the following programs:

- State Historic Preservation Office (funds from the National Parks Service)
- Land and Water Conservation Fund (funds from the National Parks Service)
- Recreation Trails Program (funds from Federal Highway Administration)
- Natural Heritage Grants (funds from US Fish and Wildlife Service)

The Department forecasts federal revenue based on historical information and the assumption that the most current federal fiscal year award is representative of future years.

Proposed new laws that apply to the program unit

No new laws are proposed for any of the programs in this unit

Budget Narrative

Summary of 2017-19 Budget Oregon Parks and Recreation Department

Community Support and Grants	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Federal	
2015-17 LEGISLATIVELY ADOPTED BUDGET	29	29.00	37,025,928		13,860,030	15,744,786	7,421,112		
Emergency Board Actions (through 3/2016)			205,564		136,004	69,560			
2015-17 Legislatively Approved Budget	29	29.00	37,231,492		13,996,034	15,814,346	7,421,112		
Base Budget Adjustments:									
Net Cost of 2015-17 Position Actions:									
Administrative, Biennialized E-Board, Phase-Out			247,572		66,744	109,512	71,316		
Estimated Cost of 2017-19 Merit Increase									
Base Debt Service Adjustment									
Base Nonlimited Adjustment									
Capital Construction Adjustment									
Subtotal: 2017-19 Base Budget	29	29.00	37,479,064		14,062,778	15,923,858	7,492,428		
Essential Packages:									
Package No. 010									
Vacancy Factor (Increase)/Decrease			(27,568)		(13,784)	(13,784)			
Non-PICS Personal Service Increase/(Decrease)			19,281		10,363	8,194	724		
Subtotal			(8,287)		(3,421)	(5,590)	724		
Package No. 021/022									
021 - Phased-In Programs Excl. One-Time Costs									
022 - Phase-Out Programs and One-Time Costs			(4,168,292)			(2,500,000)	(1,668,292)		
Subtotal			(4,168,292)			(2,500,000)	(1,668,292)		
Package No. 031/032/033									
Cost of Goods & Services Increase/(Decrease)			1,671,504		1,073,772	417,022	180,710		
State Govt Service Charges Increase/(Decrease)									
Subtotal			1,671,504		1,073,772	417,022	180,710		
Package No. 040									
Mandated Caseload Increase/(Decrease)									
Package No. 050									
Fund Shifts									
Package No. 060									
Technical Adjustments									
Subtotal: 2017-19 Current Service Level Budget	29	29.00	34,973,989		15,133,129	13,835,290	6,005,570		
2017-19 Current Service Level - Page 1 Subtotal	29	29.00	34,973,989		15,133,129	13,835,290	6,005,570		
Package No. 070									
Revenue Shortfalls			(1,045,273)			(1,045,273)			
Subtotal: 2017-19 Modified Current Service Level	29	29.00	33,928,716		15,133,129	12,790,017	6,005,570		

Budget Narrative

Community Support and Grants	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Federal	
Emergency Board Packages:									
(List ORBITS Package number and title)									
Subtotal Emergency Board Packages									
Policy Packages:									
101 Standard Operational Needs									
102 Honor Grant Award Obligations			9,130,659			2,604,154	6,526,505		
103 Update Camping Rates									
104 Flex Fees in Limited Way to Earn Average Rates									
105 Invest in People Who Serve					460,555	(460,555)			
106 Invest in New & Expanded Parks for Oregonians									
107 Invest to Maintain Parks									
108 Support Salmonberry Trail									
Subtotal Policy Packages			9,130,659		460,555	2,143,599	6,526,505		
Total: 2017-19 Budget	29	29.00	43,059,375		15,593,684	14,933,616	12,532,075		
Percent Change From 2015-17 Leg. Approved	0.0%	0.0%	15.7%	0.0%	11.4%	-5.6%	68.9%	0.0%	0.0%
Percent Change From Current Service Level Budget	0.0%	0.0%	23.1%	0.0%	3.0%	7.9%	108.7%	0.0%	0.0%

Budget Narrative

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2013-15 Actual	2015-17 Legislatively Approved	2015-17 Estimated	2017-19		
						Agency Request	Governor's Balanced Budget	Legislatively Adopted
<i>Lottery Funds</i>								
Interest Earnings	Lot	0605						
Transfers-In								
Intrafund	Lot	1010		136,004				
From Dept. Adminst Serv (Dedicated Lottery - Measure 76)	Lot	1107	12,756,383	14,346,449	14,482,453	15,593,684		
From Dept. Adminst Serv (Non-Dedicated Lottery - Non-Measure 76)	Lot	1107						
From Department of Forestry	Lot							
Transfers-Out								
Intrafund	Lot	2010						
Administrative Services	Lot	2107						
Dept. of Forestry	Lot	2629						
To Oregon Department of Transportation	Lot	2730	(20,000)					
<i>Total Lottery Funds</i>	Lot		12,736,383	14,482,453	14,482,453	15,593,684	-	-
<i>Other Funds (Limited)</i>								
Park User Fees	Oth	0255	320,798	295,804		588,420		
Other Nonbusiness Lic & Fees	Oth	0210	1,582,043	1,560,569	1,587,696	1,531,121		
Charges for Services	Oth	0410	19,431					
Rents and Royalties	Oth	0510						
Interest Earnings	Oth	0605	64,740	71,195	78,946	72,152		
Sales Income	Oth	0705						
Donations	Oth	0905	65,534	-				
Grants (Non-Fed)	Oth	0910						
Other Revenues	Oth	0975	86,148	556,627	150,000	189,859		
Lottery Bonds Proceeds	Oth	0565		2,500,000	2,500,000			
Transfers-In								
Intrafund	Oth	1010		17,882				
From Dept. Adminst Serv	Oth	1107						
Oregon Military Department	Oth	1248						
From Marine Board	Oth	1250						
Oregon Dept of Energy	Oth	1330						
OR Business Development	Oth	1123	203,072	250,000	250,000	260,000		
From Oregon Dept of State Lands	Oth	1141						
From Oregon Department of Forestry	Oth	1629						
From Oregon Department of Transportation	Oth	1730	22,965,559	24,005,982	12,656,664	25,336,299		
From Dept of Fish/Wildlife	Oth	1635						

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2013-15 Actual	2015-17 Legislatively Approved	2015-17 Estimated	2017-19		
						Agency Request	Governor's Balanced Budget	Legislatively Adopted
Transfers-Out								
Intrafund	Oth	2010						
To Counties	Oth	2080	(11,403,841)	(12,695,384)		(13,475,069)		
To Oregon Department of Transportation	Oth	2730	(551,206)	(546,000)	(552,865)	(538,928)		
To OR Business Development	Oth	2123						
To Dept. of Agriculture	Oth	2603						
To Dept. of Forestry	Oth	2629	(1,179,357)	(1,187,543)	(1,187,543)	(1,111,531)		
To Oregon State Police	Oth	2257	(557,033)	(559,760)	(559,760)	(567,353)		
<i>Total Other Funds</i>	Oth		11,615,888	14,269,372	14,923,138	12,284,970	-	-
<i>Federal Funds (Limited)</i>								
Federal Funds	Fed	0995	7,343,493	7,421,112	8,068,690	12,532,075		
Oregon Department of Transportation	Fed	1730						
Oregon Military Dept	Fed	1248						
<i>Total Federal Funds - Limited</i>	Fed		7,343,493	7,421,112	8,068,690	12,532,075	-	-
TOTAL LIMITED			31,695,764	36,172,937	37,474,281	40,410,729	-	-
Lottery, Other, and Federal Funds			31,695,764	36,172,937	37,474,281	40,410,729	-	-

Budget Narrative

Community Support and Grants

010 Non-PICS Psnl Svc / Vacancy Factor

Package Description

This package includes standard inflation of 3.7% on non PICS generated accounts unless otherwise described below:

- Mass Transit – adjustment to .6% of subject salary and wages.
- Pension Obligation Bonds – amount required for payment of bonds as calculated by the Department of Administrative Services (DAS).
- Vacancy Savings – an amount calculated based on the previous biennium’s turnover rate.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY														
Package No.	010 Non-PICS Psnl Svc/Vacancy Factor							63400-500-10-00-00000 Community Support and Grants						
PERSONAL SERVICES														
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds	
				Temporary Appointments					759	12				771
				Overtime Payments					142	177	29			348
				Public Employees Retire Cont					27	34	6			67
				Pension Bond Contribution					8,096	7,436	687			16,219
				Social Security Taxes					69	14	2			85
				Mass Transit Tax					1,270	521				1,791
				Vacancy Savings					(13,784)	(13,784)				(27,568)
Total Personal Services								-	(3,421)	(5,590)	724	-	(8,287)	
SERVICES AND SUPPLIES														
Total Services and Supplies								-	-	-	-	-	-	
CAPITAL OUTLAY														
Total Capital Outlay								-	-	-	-	-	-	
SPECIAL PAYMENTS														
Total Special Payments								-	-	-	-	-	-	
TOTAL REQUESTS								-	(\$3,421)	(\$5,590)	\$724	\$0	(\$8,287)	
TOTAL POSITIONS/FTE			Pos				FTE							

Budget Narrative

Community Support and Grants

022 Phase out Program and One time Costs

Package Description

This package phases out limitation related to grant program funds carried over to pay awarded grants not yet fully paid out (Institute of Museum and Library Science, Native American Graves Protection and Repatriation Act, Land and Water Conservation Fund, Recreation Trails Program, Maritime Grants). In addition, phases out limitation associated with bond proceeds for the Main Street grant program.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No.	022 Phase-out Pgm & One-time Costs							63400-500-10-00-00000					
								Community Support and Grants					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
4575	Agency Program Related S and S										(55,000)		(55,000)
Total Services and Supplies								-	-	-	(55,000)	-	(55,000)
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
6015	Dist to Cities										(721,753)		(721,753)
6020	Dist to Counties										(821,114)		(821,114)
6025	Dist to Other Gov Unit									(2,500,000)			(2,500,000)
6030	Dist to Non-Gov Units										(70,425)		(70,425)
Total Special Payments								-	-	(2,500,000)	(1,613,292)	-	(4,113,292)
TOTAL REQUESTS								-	\$0	(\$2,500,000)	(\$1,668,292)	\$0	(\$4,168,292)
TOTAL POSITIONS/FTE			Pos	FTE									

Budget Narrative

Community Support and Grants

031 Standard Inflation Adjustments

Package Description

This package includes standard inflation of 3.7% for all Services and Supplies, Capital Outlay and Special Payments unless otherwise described below. In addition, Professional Services accounts are granted 4.1% inflation.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No.	031 Standard Inflation	63400-500-10-00-00000 Community Support and Grants											
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
4100	Instate Travel								249	3,617	2,114		5,980
4125	Out of State Travel								42		713		755
4150	Employee Training								168	1,828	837		2,833
4175	Office Expenses								237	3,372	2,318		5,927
4200	Telecommunications									494	120		614
4250	Data Processing									20	796		816
4275	Publicity and Publications								129	2,033	241		2,403
4300	Professional Services								94	29,597	12,203		41,894
4315	IT Professional Services									19,541			19,541
4375	Employee Recruitment and Develop									43	298		341
4400	Dues and Subscriptions										36		36
4425	Facilities Rental and Taxes										524		524
4450	Fuels and Utilities								33	918	66		1,017
4475	Facilities Maintenance									225	827		1,052
4575	Agency Program Related S and S								1,237	30,228	40,056		71,521
4650	Other Services and Supplies								893	4,643	206		5,742
4700	Expendable Prop 250 - 5000								47	72	934		1,053
Total Services and Supplies								-	3,129	96,631	62,289	-	162,049
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
6015	Dist to Cities								139,469	4,155	50,624		194,248
6020	Dist to Counties								156,500	67,662	47,334		271,496
6025	Dist to Other Gov Unit								92,541	227,769	18,532		338,842
6030	Dist to Non-Gov Units								10,542	20,805	249		31,596
6035	Dist to Individuals										1,682		1,682
Total Special Payments								-	399,052	320,391	118,421	-	837,864
TOTAL REQUESTS								-	\$402,181	\$417,022	\$180,710	\$0	\$999,913
TOTAL POSITIONS/FTE			Pos	FTE									

Budget Narrative

Community Support and Grants

032 Above Standard Inflation

Package Description

Ballot Measure 76, approved by Oregon voters, requires that 12% of OPRD's share of Lottery funds are given out as grants to local governments. In order to comply, an increase above standard inflation is included in this package.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No.	032 Above Standard Inflation						63400-500-10-00-00000 Community Support and Grants						
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
4300	Professional Services												-
4315	IT Professional Services												-
Total Services and Supplies								-	-	-	-	-	-
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
6015	Dist to Cities								239,422				239,422
6020	Dist to Counties								277,972				277,972
6025	Dist to Other Gov Unit								154,197				154,197
Total Special Payments								-	671,591	-	-	-	671,591
TOTAL REQUESTS								-	\$671,591	\$0	\$0	\$0	\$671,591
TOTAL POSITIONS/FTE			Pos	FTE									

Budget Narrative

Community Support and Grants

070 Revenue Shortfalls

Package Description

The purpose of this package is to reduce Other Fund expenditures to match available revenues while maintaining an appropriate ending balance.

How Achieved:

While the ATV program is projected to have an increase over last biennium in the fuels tax, other revenues are flat or declining; the beginning balance is lower than in previous biennia. Expenditures continue to increase due to inflation and the cost of staff.

Reductions are necessary to keep expenditures matched up with available revenues and to maintain an appropriate ending cash balance. Service and Supplies were reduced as were the transfers to the Oregon State Police and the Department of Forestry. Both agencies are aware of the reduced transfer amount.

Staffing Impact:

None.

Quantifying Results:

While this action runs counter to the agency's mission to provide quality experiences for Oregonians and other visitors to the Department's recreation and heritages sites and those of our partner's statewide, it will provide a level of financial security to the program.

Revenue Source:

<\$1,045,273> Other Funds (ATV)

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No.	070 Revenue Shortfalls						63400-500-10-00-00000 Community Support and Grants						
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
4200	Telecommunications									(8,037)			(8,037)
4250	Data Processing									(529)			(529)
4300	Professional Services									(500,527)			(500,527)
4315	IT Professional Services									(296,216)			(296,216)
4375	Employee Recruitment and Develop									(1,199)			(1,199)
4475	Facilities Maintenance									(6,307)			(6,307)
4575	Agency Program Related S and S									(232,458)			(232,458)
Total Services and Supplies								-	-	(1,045,273)	-	-	(1,045,273)
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$0	(\$1,045,273)	\$0	\$0	(\$1,045,273)
TOTAL POSITIONS/FTE			Pos	FTE									

Budget Narrative

Community Support and Grants

102 Honor Grant Award Obligations

Package Description

Purpose:

The purpose of this package is to request additional federal and other fund limitation for the Land and Water Conservation Fund, Recreation Trails Program, County Opportunity Grant program, Oregon Main Street Grant program and Maritime Grant program.

How Achieved:

As the program administrator, the Department awards grants to various applicants for heritage preservation, acquisition, development and maintenance of park properties and trails. Once grantees spend the funds, OPRD provides reimbursement. However, the Department has little control over when reimbursement is requested by the grantee.

In the case of the Maritime grant program, applicants apply directly to the federal program and if grants are awarded, OPRD becomes the entity to receive and pass along the funds. Once again, OPRD has little control of when the grantee spends the funds and requests reimbursement.

This request provides limitation to allow payment of already awarded grants; these grants would have been awarded during the 2015-17 biennium.

Staffing Impact:

None.

Quantifying Results:

This package will result in smooth payment of reimbursement requests from those entities awarded grants. Grantees that are slow to seek reimbursement will be paid timely as will those grantees that immediately accomplish their projects and seek reimbursement.

Budget Narrative

Revenue Source:

\$2,604,154 Other Funds (\$2,500,000 Main Street, \$104,154 County Opportunity), \$6,526,505 Federal Funds (\$84,165 Maritime, \$1,449,078 Land and Water, \$4,993,262 Recreation Trails)

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No. <u>102 Honor Grant Award Obligations</u>								63400-500-10-00-00000 Community Support and Grants					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
Total Services and Supplies								-	-	-	-	-	-
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
6015	Dist to Cities										3,013,727		3,013,727
6020	Dist to Counties									104,154	3,428,613		3,532,767
6025	Dist to Other Gov Unit									2,500,000			2,500,000
6030	Dist to Non-Gov Units										84,165		84,165
Total Special Payments								-	-	2,604,154	6,526,505	-	9,130,659
TOTAL REQUESTS								-	\$0	\$2,604,154	\$6,526,505	\$0	\$9,130,659
TOTAL POSITIONS/FTE				Pos		FTE							

Budget Narrative

Community Support and Grants

105 Invest in People Who Serve

Package Description

Purpose:

The purpose of this package is to maintain staffing to support the operation of the Oregon's heritage system.

How Achieved:

There are two permanent positions in this program unit that provide necessary services that are budgeted as "Other Funds". Below is a brief description of what the two positions provide:

1. Provides administration, board training delivery, technical assistance, and other preservation services to downtowns participating in the Oregon Main Street revitalization approach.
2. Provides environmental compliance review, agreement development, archeological permitting, and GIS mapping services to state and federal agencies and local governments.

Historically these positions have actually been paid with federal funds, lottery funds and various funds from other agencies. Currently, there are no "Other Funds" available to fund these positions. This package would change the budgeted funding from "Other" to "Lottery" funds.

Staffing Impact:

Change funding only on 1 Natural Resource Specialist 3 position (permanent full time) and on 1 Program Analyst 3 position (permanent full time) from Other to Lottery Funds.

Quantifying Results:

Maintaining staffing will support the agency's mission of providing quality park experiences for Oregonians and other visitors to the Department's recreation and heritage sites.

Budget Narrative

Revenue Source:

\$460,555 Lottery Funds, \$<460,555> Other Funds

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No.	105 Invest in People Who Serve							63400-500-10-00-00000 Community Support and Grants					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
				Salaries & Wages					326,016	(326,016)			-
				Empl Rel Bd Assessments					114	(114)			-
				Public Employees Retire Cont					42,675	(42,675)			-
				Social Security Taxes					24,940	(24,940)			-
				Workers Comp Assessments					138	(138)			-
				Flexible Benefits					66,672	(66,672)			-
Total Personal Services								-	460,555	(460,555)	-	-	-
SERVICES AND SUPPLIES													
Total Services and Supplies								-	-	-	-	-	-
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$460,555	(\$460,555)	\$0	\$0	\$0
TOTAL POSITIONS/FTE			Pos				FTE						

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Parks & Recreation Dept
2017-19 Biennium

Agency Number: 63400
Cross Reference Number: 63400-500-10-00-00000

Source	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
Lottery Funds						
Transfer In - Intrafund	-	-	136,004	-	-	-
Tsfr From Administrative Svcs	12,756,383	13,848,543	14,346,449	15,593,684	-	-
Tsfr To Transportation, Dept	(20,000)	-	-	-	-	-
Total Lottery Funds	\$12,736,383	\$13,848,543	\$14,482,453	\$15,593,684	-	-
Other Funds						
Non-business Lic. and Fees	1,582,043	1,560,569	1,560,569	1,531,121	-	-
Park User Fees	320,798	295,804	295,804	588,420	-	-
Charges for Services	19,431	-	-	-	-	-
Lottery Bonds	-	2,500,000	2,500,000	-	-	-
Interest Income	64,740	71,195	71,195	72,152	-	-
Donations	65,534	-	-	-	-	-
Other Revenues	86,148	556,627	556,627	189,859	-	-
Transfer In - Intrafund	-	-	17,882	-	-	-
Tsfr From OR Business Development	203,072	250,000	250,000	260,000	-	-
Tsfr From Transportation, Dept	22,965,559	24,005,982	24,005,982	25,336,299	-	-
Transfer to Counties	(11,403,841)	(12,695,384)	(12,695,384)	(13,475,069)	-	-
Tsfr To Police, Dept of State	(557,033)	(559,760)	(559,760)	(567,353)	-	-
Tsfr To Forestry, Dept of	(1,179,357)	(1,187,543)	(1,187,543)	(1,111,531)	-	-
Tsfr To Transportation, Dept	(551,206)	(546,000)	(546,000)	(538,928)	-	-
Total Other Funds	\$11,615,888	\$14,251,490	\$14,269,372	\$12,284,970	-	-
Federal Funds						
Federal Funds	7,343,493	7,421,112	7,421,112	12,532,075	-	-
Total Federal Funds	\$7,343,493	\$7,421,112	\$7,421,112	\$12,532,075	-	-

____ Agency Request
2017-19 Biennium

____ Governor's Budget

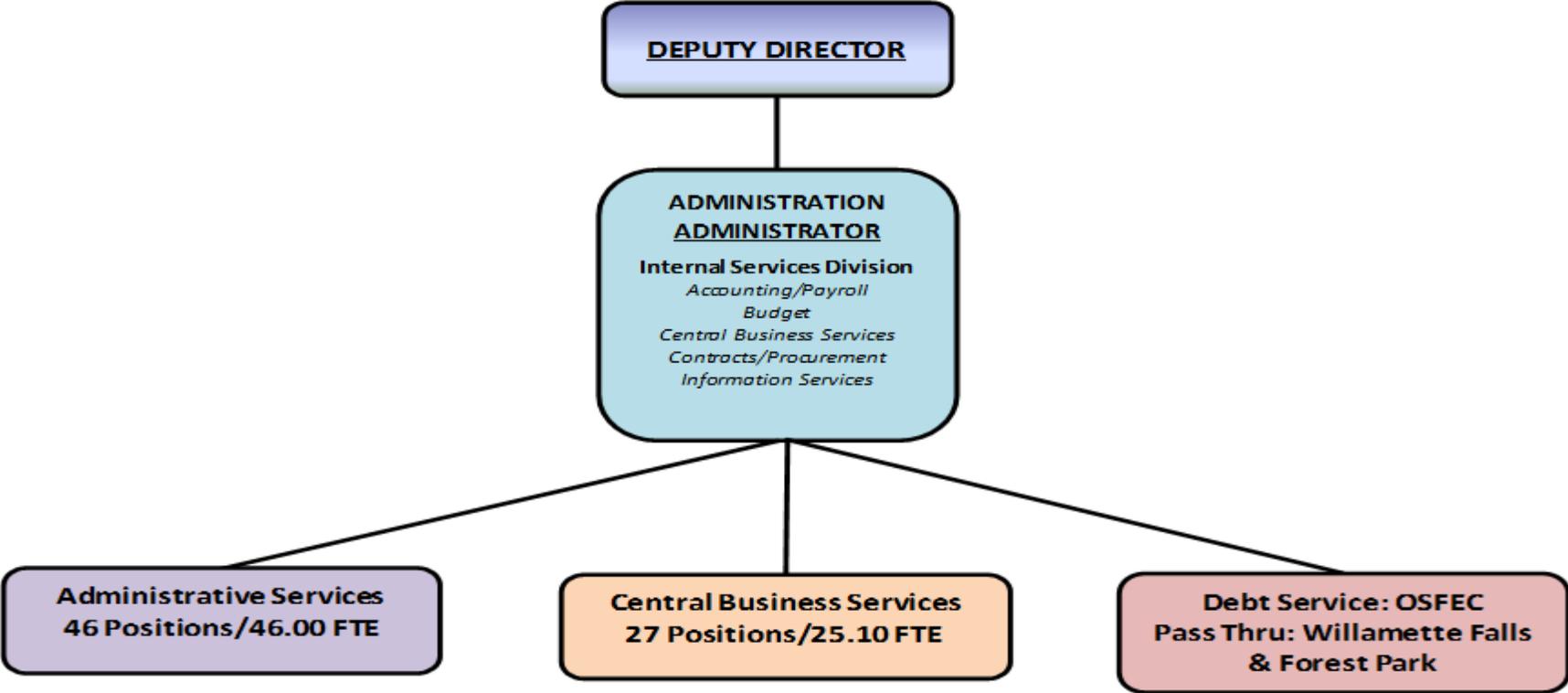
____ Legislatively Adopted
Detail of LF, OF, and FF Revenues - BPR012

Budget Narrative

Central Services

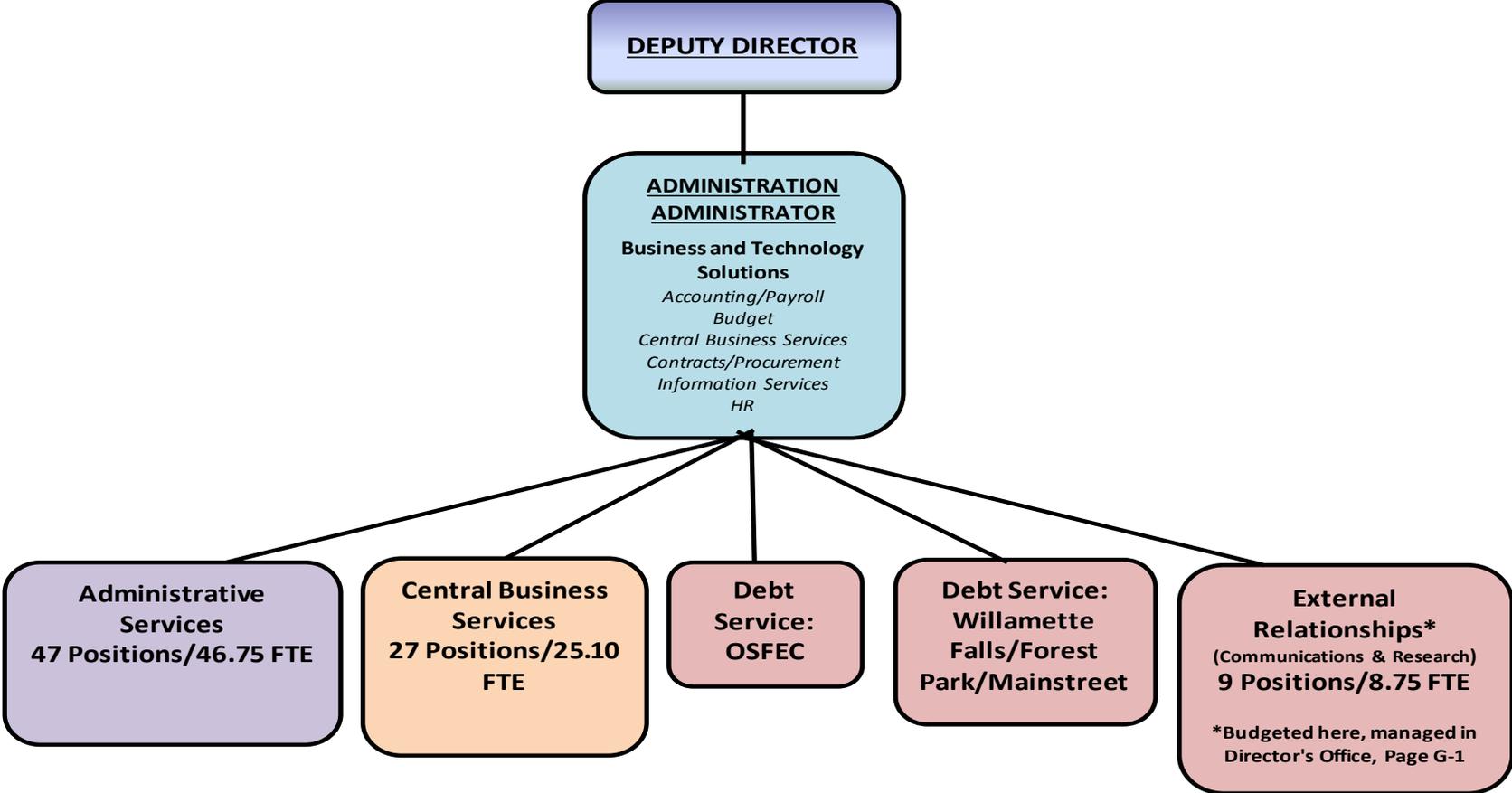
Program Description

Oregon Parks and Recreation Department Central Services 2015-17



Budget Narrative

Oregon Parks and Recreation Department
Central Services
2017-19



Budget Narrative

Central Services

Executive Summary

The Central Services program provides the legally-necessary administrative support—budgeting, accounting, contracting, human resources, information technology—so all other agency programs can serve their constituents efficiently, accurately and effectively. This program is funded with revenue from park visitors and constitutionally-dedicated Lottery Funds.

Program Description

Many aspects of the Oregon Parks and Recreation Department are decentralized to allow each of the agency's public services to tailor itself to the needs of its customers, but every unit needs a basic set of professional support functions. The Central Services program includes this core back-office support: accounting and payroll, budget, contracts and procurement, human resources, and information technology services. The Central Services program's direct customers are OPRD employees, other state agencies, and the Legislature. The Central Services budget includes the department Communications and Research Division and Human Resources, though these services are managed by the Director's Office. A more complete description of these functions is included in the Director's Office section of this document. Costs are driven by the labor market, inflation and the increased expense of complying with laws related to privacy and data security.

Administrative practices required by state and federal law generally fall into this program, including record management, performance measurements, and purchasing practices, including the SPOTS program.

Program Justification and Link to 10-Year Outcome

The root purpose of these Central Services is to improve the effectiveness and efficiency of OPRD's other functions (Direct Services, Park Development Exposition Center, Director's Office, and Community Support and Grants). In conjunction with the Director's office, Central Services is home to key professional staff responsible for four 10-Year Outcomes:

1. Invest in **Operational Efficiency** Initiatives
2. Develop **Flexible Service Delivery** Models
3. Enhance Overall **Online Service** Delivery
4. **Measure Performance** with State Agency Scorecards

Budget Narrative

Program Performance

Central support services make it possible for staff to serve their customers in a timely, efficient, helpful manner. This program also directly serves the bulk of OPRD's constituents by operating key information and reservation functions. More than 90% of agency customers continue to rate their service experience as "Good" or "Excellent":

Central services also provides key training and orientation to the Oregon State Parks and Recreation Commission on budget, ethics, and other best practices. The Commission has sustained a perfect record, meeting 100% of recommended Oregon best practices since it began measuring this performance measure in 2007.

Enabling Legislation/Program Authorization

ORS 390.131 Duties of director: The State Parks and Recreation Director is the executive head of the State Parks and Recreation Department and shall ... Be responsible to the State Parks and Recreation Commission for administration and enforcement of the duties, functions and powers imposed by law upon the commission and the department ... [and] Establish such administrative divisions as are necessary to carry out properly the commission's functions and activities.

Funding Streams

The Central Services is funded by a roughly equal split of dedicated Lottery Funds and Other Funds (primarily revenue from park visitors).

Oregon Constitution, Article XV, Section 4a, Use of net proceeds from state lottery for parks and recreation areas: In each biennium the Legislative Assembly shall appropriate all of the moneys in the parks subaccount of the parks and natural resources fund ... to achieve all of the following:

- Provide additional public parks, natural areas or outdoor recreational areas to meet the needs of current and future residents of the State of Oregon;
- Protect natural, cultural, historic and outdoor recreational resources of state or regional significance;
- Manage public parks, natural areas and outdoor recreation areas to ensure their long-term ecological health and provide for the enjoyment of current and future residents of the State of Oregon;
- Provide diverse and equitable opportunities for residents of the State of Oregon to experience nature and participate in outdoor recreational activities in state, regional, local or neighborhood public parks and recreation areas.

Significant Proposed Program Changes from 2015-17

None.

Budget Narrative

Purpose, customers, and source of funding

The purpose of the Central Services program is to provide the administrative functions and support to operate and maintain the parks system. The Central Services program customers are agency staff, partners/stakeholders and other agencies. The funding for the Central Services program comes from Park User Fees (Other Funds) and Parks and Natural Resources Funds (Lottery).

Expenditures by fund type, positions and full-time equivalents

Central Services:	Lottery	Other	Federal	Total Funds	Positions	FTE
Administrative Services	9,841,941	10,403,412	0	20,245,353	47	46.75
External Relationships	1,660,207	1,759,582	0	3,419,789	9	8.75
Business Services	3,367,331	3,558,630	0	6,925,961	27	25.10
Debt Service - OSFEC	834,165	0	0	834,165		
Debt Service - Willamette Falls	2,213,444	0	0	2,213,444		
Total	17,917,088	15,721,624	0	33,638,712	83	80.60

Activities, programs, and issues in the program unit base budget

The Central Services Program consists of the following agency-wide programs: Accounting, Budget, Payroll, Human Resources, Contracts and Procurement, Information Services, Safety and Risk; Debt Service and the Internal Services Administrator who oversees the program activities, provides oversight and direction for the agency-wide, centralized business functions. OPRD is highly decentralized. Administration coordinates and maintains various Department-wide programs including, record management, performance measurements, and purchasing practices, including the SPOTS program. This program budgets for Communications and Research Division and Human Resources/Safety and Risk, but those functions are managed by the Director's Office

Important background for decision makers. Include trends in caseload and workload

There are not trends in caseload or workload that are applicable for the Central Services program.

Expected results from the 2017-19 budget for the program unit.

The administrative functions of the Central Services Program Area help provide the support needed to effectively advance the goals of OPRD and the Centennial Horizon Plan.

Budget Narrative

Centennial Horizon Principle 7 – Prioritize Based on the Vision by routinely demonstrating creative, collaborative solutions to business challenges:

- Develop additional technology-based tools for park staff to provide exceptional services to their patrons;
- Improve the methods and efficiency of receiving payment for fees and services;
- Create and maintain collaborative processes with private vendors that expand services to state park visitors without increasing state costs over the long run; and
- Begin process to contract for a reservation system provider to replace OPRD's contract with the current provider which expires in April 2020.

Revenue sources and proposed revenue changes

In Central Services, Administrative Services and Business Services are funded by a standard mixture of Lottery Funds and Other Funds (Park User Fees, Interest Income).

The Lottery funds are the Department's constitutionally dedicated share of the Parks and Natural Resource Fund. Lottery fund forecasts are provided by the Office of Economic Analysis.

Park User Fees are generated by Day Use and Overnight camping fees charged to park visitors. The Department forecasts this revenue source based on historical and future reservation data.

Interest income is earned on funds in the Department's bank account. The Department forecasts this revenue based on historical average earnings.

The Debt Service for the Oregon Exposition Center is funded by Lottery Funds. The Lottery funds are the Department's constitutionally dedicated share of the Parks and Natural Resource Fund. Lottery fund forecasts are provided by the Office of Economic Analysis.

The Debt Service for Willamette Falls, Forest Park and Oregon Main Street is funded by non dedicated Lottery Funds from the Economic Development Fund.

Proposed new laws that apply to the program unit

There are no new laws proposed that apply to the Central Services program.

Budget Narrative

Summary of 2017-19 Budget Oregon Parks and Recreation Department

Central Services	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited	
								Other	Federal
2015-17 LEGISLATIVELY ADOPTED BUDGET	73	71.10	36,062,053		11,587,947	24,474,106			
Emergency Board Actions (through 3/2016)			528,711		207,443	321,268			
2015-17 Legislatively Approved Budget	73	71.10	36,590,764		11,795,390	24,795,374			
Base Budget Adjustments:									
Net Cost of 2015-17 Position Actions:									
Administrative, Biennialized E-Board, Phase-Out			663,759		260,658	403,101			
Estimated Cost of 2017-19 Merit Increase									
Base Debt Service Adjustment			1,365,253		1,365,253				
Base Nonlimited Adjustment									
Capital Construction Adjustment									
Subtotal: 2017-19 Base Budget	73	71.10	38,619,776		13,421,301	25,198,475			
Essential Packages:									
Package No. 010									
Vacancy Factor (Increase)/Decrease			(65,640)		(27,395)	(38,245)			
Non-PICS Personal Service Increase/(Decrease)			65,254		25,602	39,652			
Subtotal			(386)		(1,793)	1,407			
Package No. 021/022									
021 - Phased-In Programs Excl. One-Time Costs									
022 - Phase-Out Programs and One-Time Costs			(9,216,804)			(9,216,804)			
Subtotal			(9,216,804)			(9,216,804)			
Package No. 031/032/033									
Cost of Goods & Services Increase/(Decrease)			285,034		116,313	168,721			
State Govt Service Charges Increase/(Decrease)			374,195		139,088	235,107			
Subtotal			659,229		255,401	403,828			
Package No. 040									
Mandated Caseload Increase/(Decrease)									
Package No. 050									
Fund Shifts					2,505,334	(2,505,334)			
Package No. 060									
Technical Adjustments	8	8.00	3,270,112		1,587,194	1,682,918			
Subtotal: 2017-19 Current Service Level Budget	81	79.10	33,331,927		17,767,437	15,564,490			
2017-19 Current Service Level - Page 1 Subtotal	81	79.10	33,331,927		17,767,437	15,564,490			
Package No. 070									
Revenue Shortfalls									
Subtotal: 2017-19 Modified Current Service Level	81	79.10	33,331,927		17,767,437	15,564,490			

Budget Narrative

Central Services	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Federal	
Emergency Board Packages: (List ORBITS Package number and title)									
Subtotal Emergency Board Packages									
Policy Packages:									
101 Standard Operational Needs									
102 Honor Grant Award Obligations									
103 Update Camping Rates									
104 Flex Fees in Limited Way to Earn Average Rates									
105 Invest in People Who Serve	2	1.50	306,785		149,651	157,134			
106 Invest in New & Expanded Parks for Oregonians									
107 Invest to Maintain Parks									
108 Support Salmonberry Trail									
Subtotal Policy Packages	2	1.50	306,785		149,651	157,134			
Total: 2017-19 Budget	83	80.60	33,638,712		17,917,088	15,721,624			
Percent Change From 2015-17 Leg. Approved	13.7%	13.4%	-8.1%	0.0%	51.9%	-36.6%	0.0%	0.0%	0.0%
Percent Change From Current Service Level Budget	2.5%	1.9%	0.9%	0.0%	0.8%	1.0%	0.0%	0.0%	0.0%

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2013-15 Actual	2015-17 Legislatively Approved	2015-17 Estimated	2017-19		
						Agency Request	Governor's Balanced Budget	Legislatively Adopted
<i>Lottery Funds</i>								
Interest Earnings	Lot	0605	229,265	163,176	122,036	144,964		
Transfers-In								
Intrafund	Lot	1010		56,428				
From Dept. Adminst Serv (Dedicated Lottery - Measure 76)	Lot	1107	7,796,206	18,123,621	20,509,216	5,122,257		
From Dept. Adminst Serv (Non-Dedicated Lottery - Non-Measure 76)	Lot	1107	3,935,902	1,682,356	1,682,356	3,047,609		
From Department of Forestry	Lot							
Transfers-Out								
Intrafund	Lot	2010	-	(1,359,390)		(762,690)		
Administrative Services	Lot	2107						
Dept. of Forestry	Lot	2629						
To Oregon Department of Transportation	Lot	2730						
<i>Total Lottery Funds</i>	Lot		11,961,373	18,666,191	22,313,608	7,552,140	-	-
<i>Other Funds (Limited)</i>								
Park User Fees	Oth	0255	15,141,877	9,654,052	10,803,767	18,035,653		
Other Nonbusiness Lic & Fees	Oth	0210						
Charges for Services	Oth	0410						
Rents and Royalties	Oth	0510						
Interest Earnings	Oth	0605	301,371	257,508	329,742	370,376		
Sales Income	Oth	0705						
Donations	Oth	0905						
Grants (Non-Fed)	Oth	0910						
Other Revenues	Oth	0975						
Lottery Bonds Proceeds	Oth	0565	-	9,216,804	9,216,804			
Transfers-In								
Intrafund	Oth	1010	-	87,622				
From Dept. Adminst Serv	Oth	1107	5,000,000	-				
Oregon Military Department	Oth	1248						
From Marine Board	Oth	1250						
Oregon Dept of Energy	Oth	1330						
OR Business Development	Oth	1123						
From Oregon Dept of State Lands	Oth	1141						
From Oregon Department of Forestry	Oth	1629						
From Oregon Department of Transportation	Oth	1730						
From Dept of Fish/Wildlife	Oth	1635						

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2013-15 Actual	2015-17 Legislatively Approved	2015-17 Estimated	2017-19		
						Agency Request	Governor's Balanced Budget	Legislatively Adopted
Transfers-Out								
Intrafund	Oth	2010	-	(1,845,739)				
To Counties	Oth	2080						
To Oregon Department of Transportation	Oth	2730						
To OR Business Development	Oth	2123						
To Dept. of Agriculture	Oth	2603						
To Dept. of Forestry	Oth	2629						
To Oregon State Police	Oth	2257						
<i>Total Other Funds</i>	Oth		20,443,248	17,370,247	20,350,313	18,406,029	-	-
<i>Federal Funds (Limited)</i>								
Federal Funds	Fed	0995						
Oregon Department of Transportation	Fed	1730						
Oregon Military Dept	Fed	1248						
<i>Total Federal Funds - Limited</i>	Fed							
TOTAL LIMITED			32,404,621	36,036,438	42,663,921	25,958,169	-	-
Lottery, Other, and Federal Funds			32,404,621	36,036,438	42,663,921	25,958,169	-	-

Budget Narrative

Central Services

010 Non-PICS Psnl Svc / Vacancy Factor

Package Description

This package includes standard inflation of 3.7% on non PICS generated accounts unless otherwise described below:

- Mass Transit – adjustment to .6% of subject salary and wages.
- Pension Obligation Bonds – amount required for payment of bonds as calculated by the Department of Administrative Services (DAS).
- Vacancy Savings – an amount calculated based on the previous biennium’s turnover rate.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No.	010 Non-PICS Psnl Svc/Vacancy Factor	63400-200-10-00-00000 Central Services											
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
						Temporary Appointments			2,831	4,403			7,234
						Overtime Payments			2,706	4,214			6,920
						Shift Differential			27	41			68
						All Other Differential			946	1,471			2,417
						Public Employees Retire Cont			701	1,093			1,794
						Pension Bond Contribution			17,088	26,412			43,500
						Social Security Taxes			498	776			1,274
						Mass Transit Tax			805	1,242			2,047
						Vacancy Savings			(27,395)	(38,245)			(65,640)
Total Personal Services								-	(1,793)	1,407	-	-	(386)
SERVICES AND SUPPLIES													
Total Services and Supplies								-	-	-	-	-	-
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	(\$1,793)	\$1,407	\$0	\$0	(\$386)
TOTAL POSITIONS/FTE			Pos	FTE									

Budget Narrative

Central Services

022 Phase Out Program & One Time Costs

Package Description

This package phases out limitation related to bond issuance cost and bond proceeds passed through to Forest Park and Willamette Falls issued in the spring of 2017 and included in the Department's budget.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No.	022 Phase-Out Program & One-time Costs							63400-200-10-00-00000					
								Central Services					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
	4625	Other COI Costs								(216,804)			(216,804)
Total Services and Supplies								-	-	(216,804)	-	-	(216,804)
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
	6025 Dist to Other Gov Unit									(9,000,000)			(9,000,000)
Total Special Payments								-	-	(9,000,000)	-	-	(9,000,000)
TOTAL REQUESTS								-	\$0	(\$9,216,804)	\$0	\$0	(\$9,216,804)
TOTAL POSITIONS/FTE			Pos			FTE							

Budget Narrative

Central Services

031 Standard Inflation Adjustments

Package Description

This package includes standard inflation of 3.7% for all Services and Supplies, Capital Outlay and Special Payments unless otherwise described below. In addition, Professional Services accounts are granted 4.1% inflation.

This package includes adjustment to State Government Services Charges based on the DAS Price List published as part of the budget instructions. Changes included are in assessment based charges and standard inflation.

Rent for Headquarters was increased by 6.9% based on Uniform Rent rates.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No.	031 Standard Inflation							63400-200-10-00-00000 Central Services					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
4100	Instate Travel								1,357	2,110			3,467
4150	Employee Training								1,244	1,975			3,219
4175	Office Expenses								3,659	7,183			10,842
4200	Telecommunications								11,961	18,602			30,563
4225	State Gov. Service Charges								139,088	235,107			374,195
4250	Data Processing								17,491	19,040			36,531
4300	Professional Services								22,214	34,906			57,120
4315	IT Professional Services								5,440	8,458			13,898
4425	Facilities Rental and Taxes								35,256	54,846			90,102
4475	Facilities Maintenance								314	489			803
4575	Agency Program Related S and S								2,693	3,187			5,880
4650	Other Services and Supplies								5,004	3,805			8,809
4700	Expendable Prop 250 - 5000								1,782	2,595			4,377
4715	IT Expendable Property								2,907	3,968			6,875
Total Services and Supplies								-	250,410	396,271	-	-	646,681
CAPITAL OUTLAY													
5600	Data Processing Hardware								1,281	1,991			3,272
Total Capital Outlay								-	1,281	1,991	-	-	3,272
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$251,691	\$398,262	\$0	\$0	\$649,953
TOTAL POSITIONS/FTE			Pos				FTE						

Budget Narrative

Central Services

032 Above Standard Inflation

Package Description

This package includes additional inflation allowed for DAS charges related to Financial Business Services.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No.	032 Above Standard Inflation						63400-200-10-00-00000 Central Services						
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
4650	Other Services and Supplies								3,710	5,566			9,276
Total Services and Supplies								-	3,710	5,566	-	-	9,276
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$3,710	\$5,566	\$0	\$0	\$9,276
TOTAL POSITIONS/FTE			Pos	FTE									

Budget Narrative

Central Services

050 Fund Shifts

Package Description

The Department uses a standard mix of Other and Lottery funds on positions and other expenditures considered part of general operations. The current split, 39.14% Lottery and 60.86% Other, was established for the 2011-13 biennium. After three bienniums, there is a need to adjust the split. This change does not change total funds, just the mix of Other and Lottery Funds. The new split is 48.78% Lottery and 51.22% Other Funds.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No. 050 Fund Shifts		63400-200-10-00-00000 Central Services											
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
						Salaries & Wages			867,264	(867,264)			-
						Temporary Appointments			19,547	(19,547)			-
						Overtime Payments			18,771	(18,771)			-
						Shift Differential			182	(182)			-
						All Other Differential			6,532	(6,532)			-
						Empl Rel Bd Assessments			420	(420)			-
						Public Employees Retire Cont			136,928	(136,928)			-
						Social Security Taxes			69,805	(69,805)			-
						Workers Comp Assessments			490	(490)			-
						Mass Transit Tax			5,474	(5,474)			-
						Flexible Benefits			226,586	(226,586)			-
Total Personal Services								-	1,351,999	(1,351,999)	-	-	-
SERVICES AND SUPPLIES													
	4100					Instate Travel			9,370	(9,370)			-
	4150					Employee Training			9,141	(9,141)			-
	4175					Office Expenses			45,676	(45,676)			-
	4200					Telecommunications			82,618	(82,618)			-
	4225					State Gov. Service Charges			655,916	(655,916)			-
	4250					Data Processing			9,220	(9,220)			-
	4300					Professional Services			143,441	(143,441)			-
	4315					IT Professional Services			34,021	(34,021)			-
	4425					Facilities Rental and Taxes			144,587	(144,587)			-
	4475					Facilities Maintenance			2,171	(2,171)			-
	4575					Agency Program Related S and S			4,903	(4,903)			-
	4650					Other Services and Supplies			(18,996)	18,996			-
	4700					Expendable Prop 250 - 5000			9,909	(9,909)			-
	4715					IT Expendable Property			12,519	(12,519)			-
Total Services and Supplies								-	1,144,496	(1,144,496)	-	-	-
CAPITAL OUTLAY													
	5600					Data Processing Hardware			8,839	(8,839)			-
Total Capital Outlay								-	8,839	(8,839)	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$2,505,334	(\$2,505,334)	\$0	\$0	\$0
TOTAL POSITIONS/FTE			Pos	TOTAL FTE									

Budget Narrative

Central Services

060 Technical Adjustments

Package Description

This package moves the Communications and Research Division (CARD) from the Director's Office to Central Services. As the Department evaluates the best way to provide reservation services to customers and how to best market State Parks to the general public, it became apparent that CARD should be part of Central Services.

In addition, this package includes the movement of two positions. One position from CARD is moved to Direct Services since the duties more closely align with park planning. One position from Direct Services is moved to CARD in Central Services since the duties move closely align with communications.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No. 060 <u>Technical Adjustments</u>												63400-200-10-00-00000	
												Central Services	
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
				Salaries & Wages					629,110	660,578			1,289,688
				Temporary Appointments					10,896	11,441			22,337
				Overtime Payments					1,348	1,416			2,764
				Empl Rel Bd Assessments					224	232			456
				Public Employees Retire Cont					105,362	110,629			215,991
				Pension Bond Contribution					32,121	50,066			82,187
				Social Security Taxes					49,063	51,518			100,581
				Workers Comp Assessments					272	280			552
				Mass Transit Tax					3,850	4,044			7,894
				Flexible Benefits					130,088	136,600			266,688
Total Personal Services								-	962,334	1,026,804	-	-	1,989,138
SERVICES AND SUPPLIES													
	4100	Instate Travel							32,312	33,928			66,240
	4150	Employee Training							18,405	19,326			37,731
	4175	Office Expenses							16,178	16,987			33,165
	4200	Telecommunications							1,718	1,804			3,522
	4250	Data Processing							5,658	5,941			11,599
	4275	Publicity and Publications							343,991	361,198			705,189
	4300	Professional Services							46,687	49,022			95,709
	4450	Fuels and Utilities							135	141			276
	4475	Facilities Maintenance							2,467	2,590			5,057
	4575	Agency Program Related S and S							152,833	160,477			313,310
	4650	Other Services and Supplies							2,603	2,734			5,337
	4700	Expendable Prop 250 - 5000							1,873	1,966			3,839
Total Services and Supplies								-	624,860	656,114	-	-	1,280,974
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$1,587,194	\$1,682,918	\$0	\$0	\$3,270,112
TOTAL POSITIONS/FTE			8	Pos	8.00	FTE							

Budget Narrative

Central Services

105 Invest in People Who Serve

Package Description

Purpose:

The purpose of this package is to increase staffing to support the operation of the Oregon park system.

How Achieved:

Since the 2007-09 biennium, OPRD has been very carefully managing the Department's staffing to manage increasing workloads without asking for new staff. The Department has reviewed vacancies to determine that resources are deployed in the best way possible. However, the time has come where resources can no longer continue to be stretched to cover all of the agency's responsibilities.

Additional staff will allow the Department to add staff to assist visitors, to maintain park properties, to increase safety of park staff and visitors. Over the years, OPRD has added a number of new state parks (Park A Year program) without adding new staff; this has stretched resources very thin. In addition, Oregon weather is allowing for a longer camping season.

Staffing Impact:

Increase of 2 positions, 1.50 FTE

1 Operations and Policy Analyst 2 position, Permanent Full Time, phased in January 1, 2018

1 Safety Specialist 2, Permanent Full Time, phased in January 1, 2018

Quantifying Results:

Increased staffing will support the agency's mission of providing quality park experiences for Oregonians and other visitors to the Department's recreation and heritage sites.

Budget Narrative

Revenue Source:

\$149,651 Lottery Funds, \$157,134 Other Funds

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No.	105 Invest in People Who Serve							63400-200-10-00-00000 Central Services					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
C0871	Ops/Pol Analyst 2	1	0.75	4,641	2	83,538	42,422						
X1346	Safety Spec 2	1	0.75	4,747	2	85,446	47,945						
									82,431	86,553			168,984
										42	44		86
										13,291	13,956		27,247
										6,307	6,621		12,928
										50	52		102
										24,392	25,612		50,004
Total Personal Services								-	126,513	132,838	-	-	259,351
SERVICES AND SUPPLIES													
4100	Instate Travel								1,318	1,382			2,700
4150	Employee Training								526	554			1,080
4175	Office Expenses								330	346			676
4200	Telecommunications								1,646	1,730			3,376
4475	Facilities Maintenance								4,390	4,610			9,000
4575	Agency Program Related S and S								4,024	4,226			8,250
4650	Other Services and Supplies								5,452	5,724			11,176
4700	Expendable Prop 250 - 5000								5,452	5,724			11,176
Total Services and Supplies								-	23,138	24,296	-	-	47,434
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$149,651	\$157,134	\$0	\$0	\$306,785
TOTAL POSITIONS/FTE			2	Pos	1.50	FTE							

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Parks & Recreation Dept
2017-19 Biennium

Agency Number: 63400
Cross Reference Number: 63400-200-10-00-00000

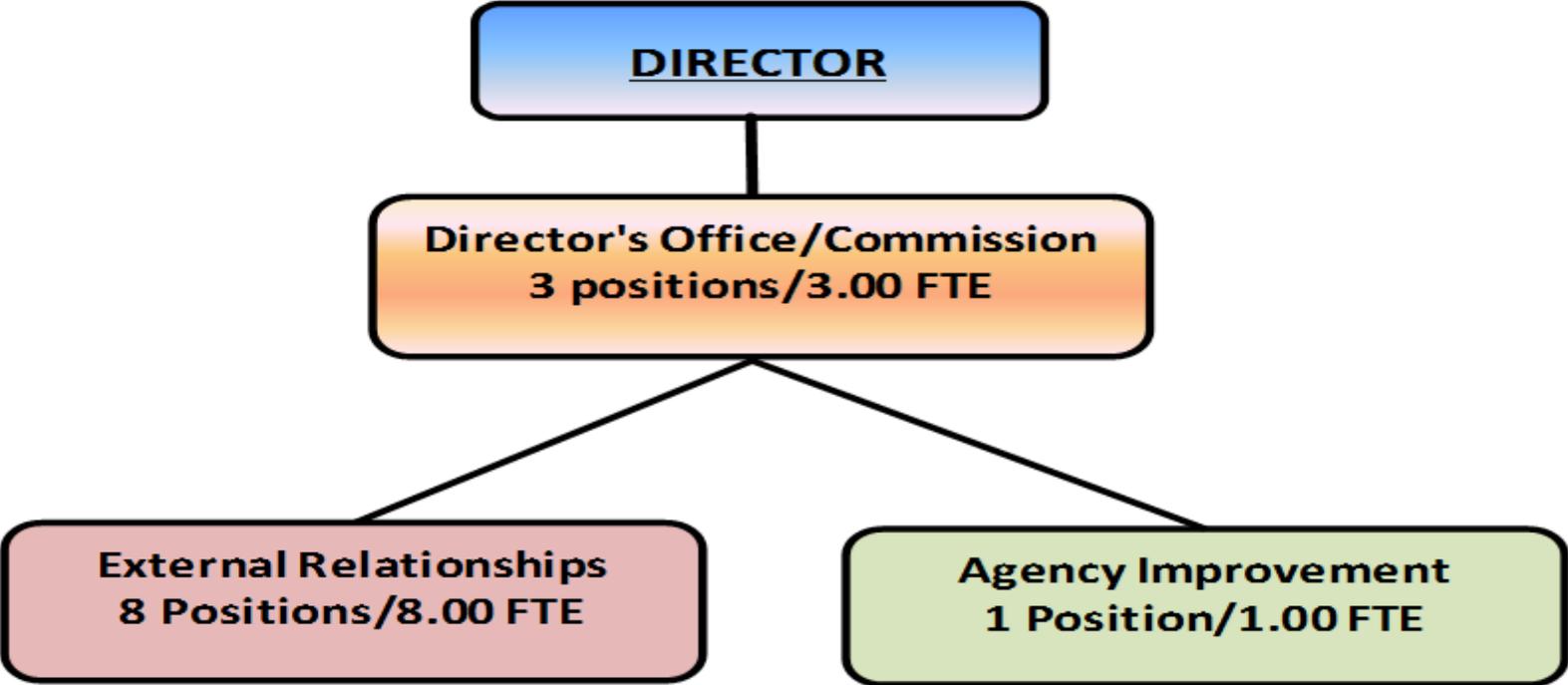
Source	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
Lottery Funds						
Interest Income	229,265	163,176	163,176	144,964	-	-
Transfer In - Intrafund	-	-	56,428	-	-	-
Tsfr From Administrative Svcs	11,732,108	16,154,669	19,805,977	8,169,866	-	-
Transfer Out - Intrafund	-	-	(1,359,390)	(762,690)	-	-
Total Lottery Funds	\$11,961,373	\$16,317,845	\$18,666,191	\$7,552,140	-	-
Other Funds						
Park User Fees	15,141,877	9,654,052	9,654,052	18,035,653	-	-
Lottery Bonds	-	9,216,804	9,216,804	-	-	-
Interest Income	301,371	257,508	257,508	370,376	-	-
Transfer In - Intrafund	-	-	87,622	-	-	-
Tsfr From Administrative Svcs	5,000,000	-	-	-	-	-
Transfer Out - Intrafund	-	-	(1,845,739)	-	-	-
Total Other Funds	\$20,443,248	\$19,128,364	\$17,370,247	\$18,406,029	-	-

Budget Narrative

Director's Office

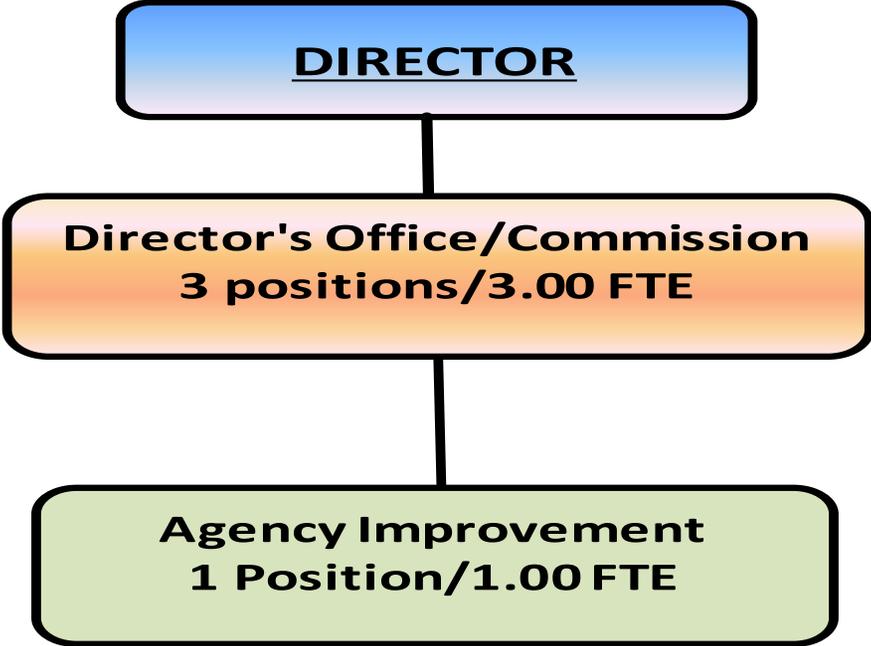
Program Description

Oregon Parks and Recreation Department
Director's Office
2015-17



Budget Narrative

Oregon Parks and Recreation Department
Director's Office
2017-19



Note: Communications and Research Division and Human Resources Division managed here but are included in the Central Services budget starting on Page F-1.

Budget Narrative

Director's Office

Executive Summary

The Director's Office is responsible for *executive leadership*, the proper functioning of various official *commissions*, overall evaluation and internal auditing of the agency's performance through a *quality assurance* function, *human resources* management, and essential agency *communications*.

Program Description

The Director's Office oversees agency operations and provides *executive leadership* and strategic direction to department programs and operations. The Director also represents the Department with the Governor and the Governor's Policy Advisors, before the Oregon Legislature, in cooperative efforts with other state natural resource agencies. The Director administers several official commissions, including the governor-appointed Oregon State Parks and Recreation Commission, created by the State Legislature in 1989 to establish policies, adopt rules necessary to execute the duties of the Department, set fees, acquire property, promote the state's outdoor recreation policy, and appoint the OPRD Director. The Director's Office leads the agency to accomplish a three-pronged purpose:

- 1) Protect Oregon's special places ...
- 2) Deliver great experiences, and ...
- 3) Do both in a sustainable way ...

The Director's Office is guiding the agency to intentionally rethink its approach to providing and promoting outdoor recreation and historic programs and services so they intentionally include the broadest possible swath of Oregonians, regardless of background or experience.

The *quality assurance* program reviews agency programs and conducts annual internal audits.

The *communications program* manages media and public communications, state park interpretation, marketing and e-commerce, customer information services, and customer research. The unit works in coordination with the quality assurance program to coordinate agency policies, procedures and rules and to improve agency rulemaking and policy development.

The *human resources* program manages and provides agency-wide guidance on employee recruitment, training and development, retention, and discipline. Safety Services provides statewide oversight to the Department's safety program.

Both Communications and Human Resources are managed in the Director's Office but included in the Central Services budget starting on Page F-1.

Budget Narrative

Program Justification and Link to 10-Year Outcome

The agency's other four programs—Direct Services, Central Services, Community Support and Grants, Park Development—are united under the leadership of the Director's Office. Together with the Oregon State Parks and Recreation Commission, the Director's Office coordinates all other agency programs to accomplish four of the "Improving Government" goals:

1. Invest in Operational Efficiency Initiatives
2. Develop Flexible Service Delivery Models
3. Enhance Overall Online Service Delivery
4. Measure Performance with State Agency Scorecards

Program Performance

The effectiveness of the Director's Office is reflected in the performance of the agency's other five programs. The Oregon State Parks and Recreation Commission has sustained a perfect record, meeting 100% of the recommended Oregon best practices since it began measuring this performance measure in 2007.

Enabling Legislation/Program Authorization

ORS 390.131 Duties of director: The State Parks and Recreation Director is the executive head of the State Parks and Recreation Department and shall ... Be responsible to the State Parks and Recreation Commission for administration and enforcement of the duties, functions and powers imposed by law upon the commission and the department ... [and] Establish such administrative divisions as are necessary to carry out properly the commission's functions and activities.

Funding Streams

More than half the Director's Office budget is funded by Other Funds (mostly park visitor revenue), and slightly less than half is funded by constitutionally dedicated Lottery Funds.

Oregon Constitution, Article XV, Section 4a, Use of net proceeds from state lottery for parks and recreation areas: In each biennium the Legislative Assembly shall appropriate all of the moneys in the parks subaccount of the parks and natural resources fund ... to achieve all of the following:

Provide additional public parks, natural areas or outdoor recreational areas to meet the needs of current and future residents of the State of Oregon; Protect natural, cultural, historic and outdoor recreational resources of state or regional significance; Manage public parks, natural areas and outdoor recreation areas to ensure their long-term ecological health and provide for the enjoyment of current and future residents of the State of Oregon; and Provide diverse and equitable opportunities for residents of the State of Oregon to experience nature and participate in outdoor recreational activities in state, regional, local or neighborhood public parks and recreation areas.

Budget Narrative

Significant Proposed Program Changes from 2015-17

None.

Purpose, customers, and source of funding

The OPRD Commission and OPRD Director oversee Department operations and provide leadership to the Department's programs. The Communications and Research program provide information to the Department's customers, internal and external, via the Web and printed documents. The Quality Assurance program provides reviews and advice to various parts of the Department to assure that policy and procedure are being followed.

Expenditures by fund type, positions and full-time equivalents

Director's Office:						
	Lottery	Other	Federal	Total Funds	Positions	FTE
Director's Office/Commission	779,370	807,881	0	1,587,251	3	3.00
Agency Improvement	134,511	143,275	0	277,786	1	1.00
Total	913,881	951,156	0	1,865,037	4	4.00

Activities, programs, and issues in the program unit base budget

The Director's Office consists of the following agency-wide programs:

Director's Office/Commission

- The Oregon Parks and Recreation Commission was created by the State Legislature in 1989 to establish policies, adopt rules necessary to execute the duties of the Department, set fees, acquire property, promote the state's outdoor recreation policy, and appoint the OPRD Director. Commissioners serve four-year terms. They are appointed by the Governor and confirmed by the State Senate.
- The agency Director oversees agency operations and provides leadership and strategic direction to Department programs and operations. The Director also represents the Department with the Governor and the Governor's Policy Advisors, before the Oregon Legislature, in cooperative efforts with other state natural resource agencies.

Budget Narrative

Quality Assurance

- Through the Audit Committee the Quality Assurance Coordinator is responsible to:
 - Conduct agency wide risk assessment
 - Create annual audit plan
 - Complete adopted audit plan
 - Conduct agency program reviews
 - Report audit/review findings and management actions to Audit Committee

Communications and Research Division

- The Communication section aims to provide information that is useful and helpful for people who use parks and also to inspire others to go outside and play in a state or local outdoor recreation setting.
 - External and internal communications
 - E-commerce
 - Branding and marketing
 - Live customer information services by phone and online
 - Website content
 - Public and media relations
 - Statewide special event management
 - Graphic design and production
 - Publications
 - Map production
 - Exhibit creation and fabrication
 - Statewide interpretive coordination, including training, interpretive panel development, and visual identity standards.
 - Manage policy, procedure and rule coordination
- Outdoor recreation is central to the Oregon experience. Research is revealing that major segments of Oregon's population are not participating in outdoor recreation.
 - Researching trends in outdoor recreation
 - Analysis of market behavior as affected by services, fees, demographic and social shifts, and other factors.

Budget Narrative

Human Resources Division

- Recruitment
- Training
- Management advice
- Safety and risk management
- Succession planning
- Classification and organizational reviews

Important background for decision makers. Include trends in caseload and workload

The ongoing development of online social media combined with greater mobility and accessibility increases the communications workload and pace of this unit. Increasing rate of retirement and other reasons for turnover affect the workload and pace in human resources. Changes in state and federal law, and greater levels of interest in unusual partnerships and business relationships, increase the workload for the Quality assurance program.

Expected results from the 2017-19 budget for the program unit.

The Director's Office helps to ensure that the Centennial Horizon principles and strategies come alive.

Centennial Horizon Principle 5 – Build the State Park System with Purpose and Vision

- Examine the department's public services, especially the world-famous state park system, to make sure it is equipped to serve the entire breadth of Oregon's population, regardless of age, ethnicity, income, education, or previous experience with outdoor recreation and heritage experiences.
- Use strategic, long-range changes to revise public services and internal hiring and retention practices, and introduce new targeted branding and marketing methods, to reach previously-underserved Oregonians.

Revenue sources and proposed revenue changes

The Director's Office is funded by a standard mixture of Lottery funds and Other Funds (Park User Fees).

The Lottery funds are the Department's constitutionally dedicated share of the Parks and Natural Resource Fund. Lottery fund forecasts are provided by the Office of Economic Analysis.

Budget Narrative

Park User Fees are generated by Day Use and Overnight camping fees charged to park visitors. The Department forecasts this revenue source based on historical and future reservation data.

Proposed new laws that apply to the program unit

There are no new laws proposed that apply to the Director's Office.

Budget Narrative

Summary of 2017-19 Budget Oregon Parks and Recreation Department

Director's Office	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited	
								Other	Federal
2015-17 LEGISLATIVELY ADOPTED BUDGET	12	12.00	4,783,671		1,898,832	2,884,839			
Emergency Board Actions (through 3/2016)			100,310		39,522	60,788			
2015-17 Legislatively Approved Budget	12	12.00	4,883,981		1,938,354	2,945,627			
Base Budget Adjustments:									
Net Cost of 2015-17 Position Actions:									
Administrative, Biennialized E-Board, Phase-Out			173,941		67,789	106,152			
Estimated Cost of 2017-19 Merit Increase									
Base Debt Service Adjustment									
Base Nonlimited Adjustment									
Capital Construction Adjustment									
Subtotal: 2017-19 Base Budget	12	12.00	5,057,922		2,006,143	3,051,779			
Essential Packages:									
Package No. 010									
Vacancy Factor (Increase)/Decrease									
Non-PICS Personal Service Increase/(Decrease)			11,291		4,410	6,881			
Subtotal			11,291		4,410	6,881			
Package No. 021/022									
021 - Phased-In Programs Excl. One-Time Costs									
022 - Phase-Out Programs and One-Time Costs									
Subtotal									
Package No. 031/032/033									
Cost of Goods & Services Increase/(Decrease)			75,666		30,192	45,474			
State Govt Service Charges Increase/(Decrease)									
Subtotal			75,666		30,192	45,474			
Package No. 040									
Mandated Caseload Increase/(Decrease)									
Package No. 050									
Fund Shifts					283,719	(283,719)			
Package No. 060									
Technical Adjustments	(8)	(8.00)	(3,279,842)		(1,410,583)	(1,869,259)			
Subtotal: 2017-19 Current Service Level Budget	4	4.00	1,865,037		913,881	951,156			
2017-19 Current Service Level - Page 1 Subtotal	4	4.00	1,865,037		913,881	951,156			
Package No. 070									
Revenue Shortfalls									
Subtotal: 2017-19 Modified Current Service Level	4	4.00	1,865,037		913,881	951,156			

Budget Narrative

Director's Office	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Federal	
Emergency Board Packages:									
(List ORBITS Package number and title)									
Subtotal Emergency Board Packages									
Policy Packages:									
101 Standard Operational Needs									
102 Honor Grant Award Obligations									
103 Update Camping Rates									
104 Flex Fees in Limited Way to Earn Average Rates									
105 Invest in People Who Serve									
106 Invest in New & Expanded Parks for Oregonians									
107 Invest to Maintain Parks									
108 Support Salmonberry Trail									
Subtotal Policy Packages									
Total: 2017-19 Budget	4	4.00	1,865,037		913,881	951,156			
Percent Change From 2015-17 Leg. Approved	-66.7%	-66.7%	-61.8%	0.0%	-52.9%	-67.7%	0.0%	0.0%	0.0%
Percent Change From Current Service Level Budget	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2013-15 Actual	2015-17 Legislatively Approved	2015-17 Estimated	2017-19		
						Agency Request	Governor's Balanced Budget	Legislatively Adopted
<i>Lottery Funds</i>								
Interest Earnings	Lot	0605						
Transfers-In								
Intrafund	Lot	1010	-	39,522		-		
From Dept. Adminst Serv (Dedicated Lottery - Measure 76)	Lot	1107	1,592,517	1,888,069	1,927,591	913,881		
From Dept. Adminst Serv (Non-Dedicated Lottery - Non-Measure 76)	Lot	1107						
From Department of Forestry	Lot							
Transfers-Out								
Intrafund	Lot	2010						
Administrative Services	Lot	2107						
Dept. of Forestry	Lot	2629						
To Oregon Department of Transportation	Lot	2730						
<i>Total Lottery Funds</i>	Lot		1,592,517	1,927,591	1,927,591	913,881	-	-
<i>Other Funds (Limited)</i>								
Park User Fees	Oth	0255	2,420,244	2,884,839	3,228,399	951,156		
Other Nonbusiness Lic & Fees	Oth	0210						
Charges for Services	Oth	0410						
Rents and Royalties	Oth	0510						
Interest Earnings	Oth	0605						
Sales Income	Oth	0705						
Donations	Oth	0905						
Grants (Non-Fed)	Oth	0910						
Other Revenues	Oth	0975						
Lottery Bonds Proceeds	Oth	0565						
Transfers-In								
Intrafund	Oth	1010	-	60,788				
From Dept. Adminst Serv	Oth	1107						
Oregon Military Department	Oth	1248						
From Marine Board	Oth	1250						
Oregon Dept of Energy	Oth	1330						
OR Business Development	Oth	1123						
From Oregon Dept of State Lands	Oth	1141						
From Oregon Department of Forestry	Oth	1629						
From Oregon Department of Transportation	Oth	1730						
From Dept of Fish/Wildlife	Oth	1635						

Budget Narrative

DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2013-15 Actual	2015-17 Legislatively Approved	2015-17 Estimated	2017-19		
						Agency Request	Governor's Balanced Budget	Legislatively Adopted
Transfers-Out								
Intrafund	Oth	2010						
To Counties	Oth	2080						
To Oregon Department of Transportation	Oth	2730						
To OR Business Development	Oth	2123						
To Dept. of Agriculture	Oth	2603						
To Dept. of Forestry	Oth	2629						
To Oregon State Police	Oth	2257						
<i>Total Other Funds</i>	Oth		2,420,244	2,945,627	3,228,399	951,156	-	-
<i>Federal Funds (Limited)</i>								
Federal Funds	Fed	0995						
Oregon Department of Transportation	Fed	1730						
Oregon Military Dept	Fed	1248						
<i>Total Federal Funds - Limited</i>	Fed							
TOTAL LIMITED			4,012,761	4,873,218	5,155,990	1,865,037	-	-
Lottery, Other, and Federal Funds			4,012,761	4,873,218	5,155,990	1,865,037	-	-

Budget Narrative

Director's Office

010 Non-PICS Psnl Svc / Vacancy Factor

Package Description

This package includes standard inflation of 3.7% on non PICS generated accounts unless otherwise described below:

- Mass Transit – adjustment to .6% of subject salary and wages.
- Pension Obligation Bonds – amount required for payment of bonds as calculated by the Department of Administrative Services (DAS).
- Vacancy Savings – an amount calculated based on the previous biennium's turnover rate.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY														
Package No.	010 Non-PICS Psnl Svc/Vacancy Factor							63400-100-10-00-00000 Directors Office						
PERSONAL SERVICES														
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds	
				Temporary Appointments					312	485				797
				Overtime Payments					39	60				99
				All Other Differential					593	922				1,515
				Public Employees Retire Cont					120	187				307
				Pension Bond Contribution					2,863	4,470				7,333
				Social Security Taxes					72	113				185
				Mass Transit Tax					411	644				1,055
				Vacancy Savings										-
Total Personal Services								-	4,410	6,881	-	-	11,291	
SERVICES AND SUPPLIES														
Total Services and Supplies								-	-	-	-	-	-	
CAPITAL OUTLAY														
Total Capital Outlay								-	-	-	-	-	-	
SPECIAL PAYMENTS														
Total Special Payments								-	-	-	-	-	-	
TOTAL REQUESTS								-	\$4,410	\$6,881	\$0	\$0	\$11,291	
TOTAL POSITIONS/FTE			_____	Pos	_____	FTE								

Budget Narrative

Director's Office

031 Standard Inflation Adjustments

Package Description

This package includes standard inflation of 3.7% for all Services and Supplies, Capital Outlay and Special Payments unless otherwise described below. In addition, Professional Services accounts are granted 4.1% inflation.

Attorney General account was inflated by the approved rate of 13.14%.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No.	031 Standard Inflation							63400-100-10-00-00000 Directors Office					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
Total Personal Services								-	-	-	-	-	-
SERVICES AND SUPPLIES													
4100	Instate Travel								1,782	2,923			4,705
4125	Out of State Travel								141	220			361
4150	Employee Training								878	1,250			2,128
4175	Office Expenses								728	1,104			1,832
4200	Telecommunications								63	99			162
4250	Data Processing								162	252			414
4275	Publicity and Publications								9,978	15,364			25,342
4300	Professional Services								2,095	3,257			5,352
4325	Attorney General								6,589	10,334			16,923
4375	Employee Recruitment and Develop								282	439			721
4450	Fuels and Utilities								4	6			10
4475	Facilities Maintenance								71	110			181
4575	Agency Program Related S and S								7,029	9,505			16,534
4650	Other Services and Supplies								195	308			503
4700	Expendable Prop 250 - 5000								195	303			498
Total Services and Supplies								-	30,192	45,474	-	-	75,666
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$30,192	\$45,474	\$0	\$0	\$75,666
TOTAL POSITIONS/FTE			Pos				FTE						

Budget Narrative

Director's Office

050 Fund Shifts

Package Description

The Department uses a standard mix of Other and Lottery funds on positions and other expenditures considered part of general operations. The current split, 39.14% Lottery and 60.86% Other, was established for the 2011-13 biennium. After three bienniums, there is a need to adjust the split. This change does not change total funds, just the mix of Other and Lottery Funds. The new split is 48.78% Lottery and 51.22% Other Funds.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Package No.	050 Fund Shifts							63400-100-10-00-00000 Directors Office					
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
				Salaries & Wages					84,842	(84,842)			-
				Temporary Appointments					2,154	(2,154)			-
				Overtime Payments					266	(266)			-
				All Other Differential					4,094	(4,094)			-
				Empl Rel Bd Assessments					18	(18)			-
				Public Employees Retire Cont					17,029	(17,029)			-
				Social Security Taxes					6,630	(6,630)			-
				Workers Comp Assessments					28	(28)			-
				Mass Transit Tax					1,250	(1,250)			-
				Flexible Benefits					12,852	(12,852)			-
Total Personal Services								-	129,163	(129,163)	-	-	-
SERVICES AND SUPPLIES													
4100	Instate Travel								14,370	(14,370)			-
4125	Out of State Travel								976	(976)			-
4150	Employee Training								4,488	(4,488)			-
4175	Office Expenses								4,643	(4,643)			-
4200	Telecommunications								438	(438)			-
4250	Data Processing								1,118	(1,118)			-
4275	Publicity and Publications								66,810	(66,810)			-
4300	Professional Services								13,101	(13,101)			-
4325	Attorney General								14,342	(14,342)			-
4375	Employee Recruitment and Develop								1,949	(1,949)			-
4450	Fuels and Utilities								27	(27)			-
4475	Facilities Maintenance								488	(488)			-
4575	Agency Program Related S and S								29,049	(29,049)			-
4650	Other Services and Supplies								1,411	(1,411)			-
4700	Expendable Prop 250 - 5000								1,346	(1,346)			-
Total Services and Supplies								-	154,556	(154,556)	-	-	-
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS								-	\$283,719	(\$283,719)	\$0	\$0	\$0
TOTAL POSITIONS/FTE			Pos	FTE									

Budget Narrative

Director's Office

060 Technical Adjustments

Package Description

This package moves the Communications and Research Division (CARD) from the Director's Office to Central Services. As the Department evaluates the best way to provide reservation services to customers and how to best market State Parks to the general public, it became apparent that CARD should be part of Central Services.

Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No.	060 Technical Adjustments						63400-100-10-00-00000 Directors Office						
PERSONAL SERVICES													
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	OF (Non-Ltd.)	All Funds
				Salaries & Wages					(505,047)	(785,313)			(1,290,360)
				Temporary Appointments					(10,896)	(11,441)			(22,337)
				Overtime Payments					(1,348)	(1,416)			(2,764)
				Empl Rel Bd Assessments					(176)	(280)			(456)
				Public Employees Retire Cont					(88,114)	(136,884)			(224,998)
				Pension Bond Contribution					(32,121)	(50,066)			(82,187)
				Social Security Taxes					(39,571)	(61,061)			(100,632)
				Workers Comp Assessments					(216)	(336)			(552)
				Mass Transit Tax					(3,850)	(4,044)			(7,894)
				Flexible Benefits					(104,384)	(162,304)			(266,688)
Total Personal Services								-	(785,723)	(1,213,145)	-	-	(1,998,868)
SERVICES AND SUPPLIES													
4100	Instate Travel								(32,312)	(33,928)			(66,240)
4150	Employee Training								(18,405)	(19,326)			(37,731)
4175	Office Expenses								(16,178)	(16,987)			(33,165)
4200	Telecommunications								(1,718)	(1,804)			(3,522)
4250	Data Processing								(5,658)	(5,941)			(11,599)
4275	Publicity and Publications								(343,991)	(361,198)			(705,189)
4300	Professional Services								(46,687)	(49,022)			(95,709)
4450	Fuels and Utilities								(135)	(141)			(276)
4475	Facilities Maintenance								(2,467)	(2,590)			(5,057)
4575	Agency Program Related S and S								(152,833)	(160,477)			(313,310)
4650	Other Services and Supplies								(2,603)	(2,734)			(5,337)
4700	Expendable Prop 250 - 5000								(1,873)	(1,966)			(3,839)
Total Services and Supplies								-	(624,860)	(656,114)	-	-	(1,280,974)
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	-
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	-
TOTAL REQUESTS													
TOTAL POSITIONS/FTE			(8) Pos				(8.00) FTE	-	(\$1,410,583)	(\$1,869,259)	\$0	\$0	(\$3,279,842)

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Parks & Recreation Dept
2017-19 Biennium

Agency Number: 63400
Cross Reference Number: 63400-100-10-00-00000

Source	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
Lottery Funds						
Transfer In - Intrafund	-	-	39,522	-	-	-
Tsfr From Administrative Svcs	1,592,517	1,888,069	1,888,069	913,881	-	-
Total Lottery Funds	\$1,592,517	\$1,888,069	\$1,927,591	\$913,881	-	-
Other Funds						
Park User Fees	2,420,244	2,884,839	2,884,839	951,156	-	-
Transfer In - Intrafund	-	-	60,788	-	-	-
Total Other Funds	\$2,420,244	\$2,884,839	\$2,945,627	\$951,156	-	-

Budget Narrative

Facilities Maintenance

Facility Plan - Facilities Planning Narrative 107BF02
2017-19 Biennium

Agency Name

Oregon Parks and Recreation Department

<p>1. What are the key drivers for your agency's facility needs, and how do you measure space/facility demand?</p> <p>A) Park Visitation - Increasing visitation due to longer summer season and population growth requires increased levels of preventive maintenance and accelerates the aging of our infrastructure. Facilities such as utilities struggle to keep up with the increased demand.</p> <p>B) Increases in space are not generally needed as increased visitation has not meant an increase to staffing levels or major infrastructure.</p>
<p>2. What are the key facility-related challenges over the next 10-years? (Please answer in order of priority)</p> <p>A) Aging infrastructure - Key infrastructure such as utilities and restroom facilities that have far exceeded their useful lifespan.</p> <p>B) Emerging maintenance - As the Backlog is bought down emerging maintenance has increased and is quickly exceeding backlog costs.</p> <p>C) As demand maintenance increases due to visitation staffing levels remain constant. Other areas such as preventive maintenance start to suffer.</p>
<p>3. What do you need to meet these challenges?</p> <p>A) Adequate funding as to meet the emergent maintenance needs - Just because backlog has been significantly reduced doesn't mean the aging facility issue is cured.</p> <p>B) Staffing levels need to be increased as to meet increased usage due to longer seasons.</p>

Budget Narrative

Facility Plan - Facility Summary Report 107BF16a
2017-19 Biennium

Agency Name Oregon Parks and Recreation Department

Table A: Owned Assets Over \$1M CRV		FY 2016 DATA			
Total Number of Facilities Over \$1M		19			
Current Replacement Value \$ (CRV)	1	\$59,981,249	Source	4	Risk
Total Gross Square Feet (GSF)		98,389			Risk or FCA
Office/Administrative Usable Square Feet (USF)	2	1000	Estimate/Actual	5	0.010163738
					% USF/GSF
					* 1000 based on Rooster
					Rock and individual
					secondary office locations
Occupants Position Count (PC)	3	15	Office/Admin USF/PC	6	66.66666667
			or Agency Measure	7	(desks)

Table B: Owned facilities under \$1M CRV		
Number of Facilities Under \$1M		1
CRV	1	\$0
GSF		31,500

Table C: Leased Facilities					
Total Rentable SF		3000			
Total 2017-2019 Biennial Lease Cost		48000			
Additional 2015-2017 Costs for Lease Properties (O&M)	9	NA	Estimate/Actual	5	100
Office/Administrative Usable Square Feet (USF)	2	3000			% USF/GSF
Occupants Position Count (PC)	3	12	Office/Admin USF/PC	6	250

Definitions		
CRV		Current Replacement Value Reported to Risk Management or Calculated Replacement Value Reported from iPlan Facility
	1	Conditions Assessment (FCA)
USF	2	Usable Square Feet per BOMA definition for office/administrative uses. Area of a floor occupiable by a tenant where personnel or furniture are normally housed plus building amenity areas that are convertible to occupant area and not required by code or for the operations of a building. If not known, estimate the percentage.
Occupant Position Count (PC)	3	Total Legislatively Approved Budget (LAB) Position Count within the buildings or leases as applicable.
Source	4	Enter Source of CRV as "Risk" or "FCA"
Estimate/Actual	5	Use actual USF % of USF to GSF, if available. If not known, estimate the percentage.
Office/Administrative USF/PC	6	Divide your USF by your position count. If office/admin space is a less than 10% of your space use, fill in N/A and fill in #7, "Agency Measure".
Agency Measure	7	If not using USF/PC, insert Agency Measure as defined in 107BF02 question #1.
RSF	8	Rentable SF per BOMA definition. The total usable area plus a pro-rated allocation of the floor and building common areas within a building.
O&M	9	Total Operations and Maintenance Costs for facilities including all maintenance, utilities and janitorial

Budget Narrative

Facility Plan - Facility O&M/DM Report 107B16b
2017-19 Biennium

Agency Name

Oregon Parks & Recreation Department

**Facilities Operations and Maintenance (O&M) Budget
excluding Capital Improvements and Deferred
Maintenance**

	1 2013-15 Actual	2015-17 LAB	2017-19 Budgeted	2019-21 Projected
Personal Services (PS) Operations and Maintenance	\$47,165,618	\$52,487,770	\$60,392,811	\$66,994,037
Services and Supplies (S&S) Operations and Maintenance	\$20,468,888	\$15,787,357	\$17,785,349	\$18,461,192
Utilities not included in PS and S&S above	\$1,678,860	\$979,673	\$1,024,955	\$1,063,903
Total O&M	\$69,313,366	\$69,254,800	\$79,203,115	\$86,519,132
O&M \$/SF	\$704.48	\$703.89	\$805.00	\$879.36

* OPRD does not separate OEM by buildings alone, includes total asset maintenance

Total O&M SF

98,389

Include only the SF for which your agency provides O&M funding.

O&M Estimated Fund Split Percentage %

	General Fund	Lottery Fund	Other Funds	Federal Funds
2	0	39.14	60.86	0

Note: %'s vary by biennium

**Total Short and Long Term Deferred Maintenance Plan
for Facilities Value Over \$1M**

Priorities 1-3 - Currently, Potentially and Not Yet Critical
Priority 4 - Seismic & Natural Hazard
Priority 5 - Modernization

	3 Current Costs (2016)	Ten Year Projection	2017-19 Budgeted	2019-21 Projected
4,5,6	\$0	\$0	\$0	TBD
7	TBD	TBD	\$0	TBD
8	\$0	TBD	\$0	TBD
	\$0	\$0	\$0	TBD
9	0.000%	0.000%		

Assets Over \$1M CRV

\$59,981,249

Current Replacement Value Reported to Risk *or Calculated Replacement Value Reported from Facility Conditions Assessment (FCA)*

Process/Software for routine maintenance (O&M)
Process/Software for deferred maintenance/renewal
Process for funding facilities maintenance

Oregon Parks and Recreation Information System (OPRIS). Maintenance Software	Provide narrative
Oregon Parks and Recreation Information System (OPRIS). Maintenance Software	Provide narrative
Field Investment Fund, Preventive Maintenance Fund, and Operations Funding	Provide narrative

Budget Narrative

Definitions

Facilities Operations and Maintenance Budget	1	The Facilities Operations and Maintenance budget includes costs to operate and maintain facilities and keep them in repair including utilities, janitorial and maintenance costs. Maintenance costs are categorized as external building (roof, siding, windows, etc.); interior systems (electrical, mechanical, interior walls, doors, etc.); roads and ground (groundskeeper, parking lots, sidewalks, etc.) and centrally operated systems (electrical, mechanical, etc.). Agencies with significant facilities may include support staff if directly associated with facilities maintenance activities. Do not include other overhead costs such as accounting, central government charges, etc.
O&M Estimated Fund Split Percentage %	2	Show the fund split by percentage of fund source allocated to facility O&M for your agency
Total Short and Long Term Maintenance and Deferred Maintenance Plan for Facilities Value Over \$1M	3	All Maintenance excluding routine O&M costs
Priority One: Currently Critical	4	From the Budget Instruction: Priority One projects are conditions that require immediate action in order to address code and accessibility violations that affect life safety. Building envelope issues (roof, sides, windows and doors) that pose immediate safety concerns should be included in this category.
Priority Two: Potentially Critical	5	From the Budget Instruction: Priority Two projects are to be undertaken in the near future to maintain the integrity of the facility and accommodate current agency program requirements. Included are systems that are functioning improperly or at limited capacity, and if not addressed, will cause additional system deterioration and added repair costs. Also included are significant building envelope issues (roof, sides, windows and doors) that, if not addressed, will cause additional system deterioration and added repair costs.
Priority Three: Necessary - Not yet Critical	6	From the Budget Instructions: Priority Three projects could be undertaken in the near to mid-term future to maintain the integrity of a building and to address building systems, building components and site work that have reached or exceeded their useful life based on industry standards, but are still functioning in some capacity. These projects may require attention currently to avoid deterioration, potential downtime and consequently higher costs if corrective action is deferred.
Priority Four: Seismic and Natural Hazard Remediation	7	From the Budget Instructions: Priority Four projects improve seismic performance of buildings constructed prior to 1995 building code changes to protect occupants, minimize building damage and speed recovery after a major earthquake. Projects also include those that mitigate significant flood hazards.
Priority Five: Modernization	8	From the Budget Instructions: Priority Five projects are alterations or replacement of facilities solely to implement new or higher standards to accommodate new functions, significantly improve existing functionality as well as replacement of building components that typically last more than 50 years (such as the building structure or foundations). These standards include system and aesthetic upgrades which represent sensible improvements to the existing condition. These projects improve the overall usability and reduce long-term maintenance requirements. Given the significant nature of these projects, the work typically addresses deficiencies that do not conform to current codes, but are 'grandfathered' in their existing condition to the extent feasible.
Facility Condition Index	9	A calculated measure of facility condition relative to its current replacement value (expressed as a percentage)

Budget Narrative

Audit Reports

Statewide Audit of Selected Financial Accounts for the Year Ended June 30, 2015

The audit was conducted to determine that selected accounts were presented fairly in accordance with generally accepted accounting principals in relation to the statewide financial statements. This report was issued January 22, 2016.

Audit Results:

It was determined the department had significant deficiencies in internal control in the following:
Transaction Entry and Review Procedures Need Improvement

The Audits Division Recommends:

Management revisit state accounting policies related to recording transactions and ensure the transaction review process includes examination of proper coding and effective dates.

Agency Response:

OPRD agrees with the recommendation and appreciates the audit team bringing to our attention an opportunity to strengthen our internal controls. Management will revisit the state accounting policies related to recording transactions and ensure the transaction review process includes examination of proper coding and effective dates. We will work to document review procedures and then ensure review processes are followed.

Statewide Audit of Selected Financial Accounts for the Year Ended June 30, 2014

The audit was conducted to determine that selected accounts were presented fairly in accordance with generally accepted accounting principals in relation to the statewide financial statements. This report was issued January 22, 2015.

Audit Results:

No deficiencies in internal control were identified that would be considered material weaknesses.

Budget Narrative

Statewide Audit of Selected Financial Accounts for the Year Ended June 30, 2013

The audit was conducted to determine that selected accounts were presented fairly in accordance with generally accepted accounting principals in relation to the statewide financial statements. This report was issued February 18, 2014.

Audit Results:

Evidence of Internal Controls could be strengthened.

The department uses the Outdoor Recreation Management Suite (ORMS) system to facilitate the reservation of its camping sites at numerous parks throughout the state. ORMS allows reservations to be made up to nine months in advance; full payment being required at the time the reservation is made. The department appropriately defers this revenue until the period in which the camping stay occurs.

A portion of deferred revenue is recognized each month using a customized report generated automatically by ORMS. At the time the report was developed, tests were completed to verify the reliability and integrity of the data. However, over time, system changes (i.e. additional parks) have been made and subsequent testing has not been performed. A number of other controls, cited by management, provide limited assurance that ORMS data is correct. Those controls include daily inventory of occupied campsites, management understanding of ORMS reports, and the knowledge, skills, and ability of department IT staff in relation to ORMS. These controls are not documented in a way that facilitates subsequent review, testing, or analysis for effectiveness; thus, raising the risk that ORMS data, which is relied on for financial reporting, could be inaccurate or unreliable.

The Audits Division Recommends:

Management ensure adequate documentation is retained to enable subsequent review and testing of control effectiveness. For example, the daily inventory of occupied campsites could be retained and used to verify that ORMS accurately reflects the number of nights campsites are occupied and the amount of revenue to recognize.

Budget Narrative

Agency Response:

OPRD agrees with the recommendation and appreciates the audit team bringing to our attention an opportunity to strengthen our internal controls. We are planning on working with our staff to document data validation processes and reasonableness tests on the Outdoor Recreation Management System (ORMS).

Agreed Upon Procedures for Reviewing Specified Asset Transfers to the State Fair Council

An Independent Auditor's Report on Applying Agreed Upon Procedures for Reviewing Specified Asset Transfers to the State Fair Council.

The auditors performed procedures to assist the agency in connection with the Oregon State Fair transition of financial assets to the State Fair Council. Department management is responsible for ensuring State Fair assets are reasonably conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and generally accepted government auditing standards.

The auditors reviewed the department's methodology for the following:

Determining the value of State Fair fixed assets at January 1, 2015, and the subsequent transfer to the council.

The auditors found the department's methodology and subsequent transfers of fixed assets to the council appeared reasonable with the exception of the department expensing a full year of depreciation.

Determine the value of State Fair cash balances at March 1, 2015, and the subsequent transfer to the council.

The auditors found the department's methodology and subsequent transfer of the State Fair cash balances appeared reasonable.

Determine the value of accounts receivable assigned to the State Fair Council as of March 1, 2015, and the subsequent transfer to the council.

The auditors found the department's methodology and subsequent transfer of the identified accounts receivable appeared reasonable.

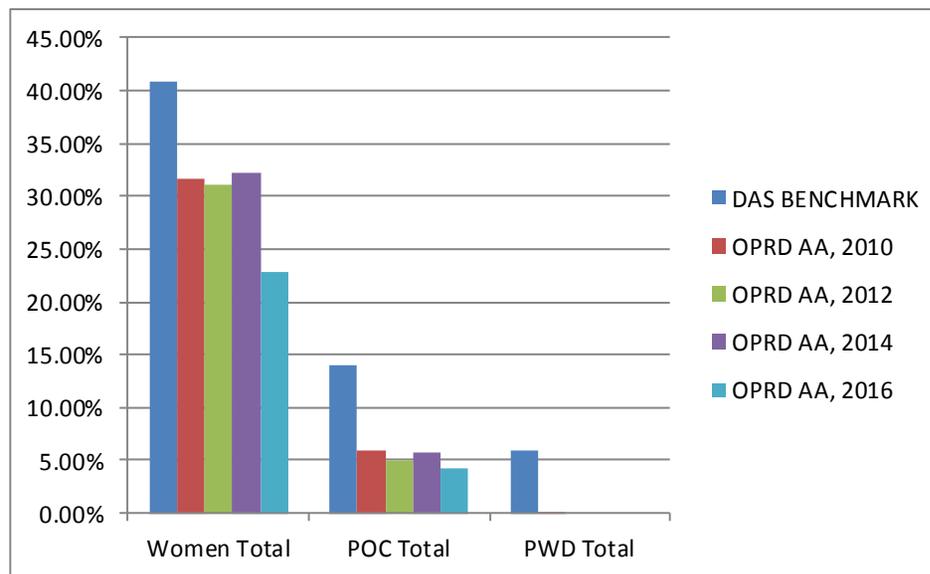
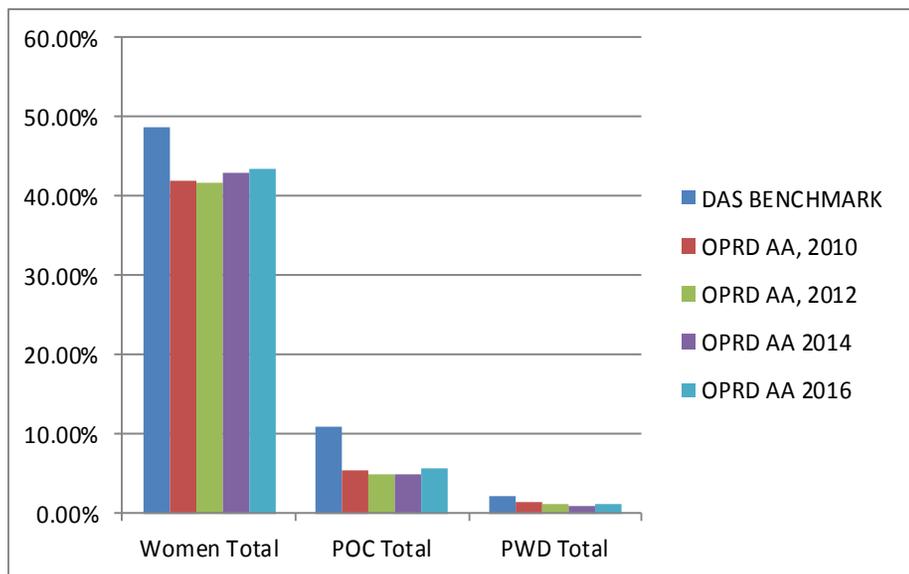
Budget Narrative

AFFIRMATIVE ACTION REPORT

Below are comparison charts of the OPRD Affirmative Action percentages based upon the 06/30/16 report distributed by DAS. Chart 1 summarizes the hiring percentage based upon OPRD as a whole with the benchmark established by DAS indicated by the line. Chart 2 reflects hiring percentages of OPRD Management only with the benchmark established by DAS indicated by the line.

EEO CATEGORY TOTAL AGENCY %	WOMEN TOTAL	POC* TOTAL	PWD** TOTAL
DAS BENCHMARK	48.64%	11.00%	2.23%
OPRD AA, 2010	41.95%	5.36%	1.39%
OPRD AA, 2012	41.76%	4.91%	1.22%
OPRD AA 2014	42.96%	4.93%	0.98%
OPRD AA 2016	43.34%	5.74%	1.04%

EEO CATEGORY TOTAL MGMT %	WOMEN MGMT	POC* MGMT	PWD** MGMT
DAS BENCHMARK	40.86%	13.97%	5.86%
OPRD AA, 2010	31.70%	5.98%	0.08%
OPRD AA, 2012	31.00%	5.00%	0%
OPRD AA, 2014	32.18%	5.75%	0%
OPRD AA, 2016	22.85%	4.28%	0%



*POC..Persons of Color

**PWD..Persons with Disabilities

EEO..Equal Employment Opportunity

AA..Affirmative Action

Budget Narrative

Action plan for 2017 - 2019

- Provide regular on-going training and education opportunities to managers and employees agency-wide.
- Reinforce management responsibility to OPRD's goal of promoting a diverse workforce.
- Market OPRD as an employer of choice – one who is committed to a diverse work environment and employee retention.

OPRD's on-going plan

- Foster principles of the employer of choice through diversity education and enhanced equal employment opportunities. Proactively lead on issues of equality and diversity and on the promotion of EEO/AA. This includes:
 - Ensure that all executive and management service employees have appropriate affirmative action and diversity responsibilities included in their position descriptions and annual performance evaluations;
 - Communicate and display the Affirmative Action Policy;
 - Distribute Human Resources updates including diversity topics.
- Create an environment of increased cultural awareness including internal and external training opportunities and outreach. This includes:
 - Active participation in the Department of Human Services (DHS) and Oregon Department of Transportation (ODOT) in the Annual Diversity Conference;
 - Make certain that all employees are aware and encouraged to participate in diversity training and activities.
 - Seek out new Diversity opportunities to engage and attract youth, people of color, people with disabilities and women to work for Parks.
 - Continue the Director's Inclusion Initiative work started in 2015 focused on fostering and growing awareness of inclusion and diversity internally and externally.

Budget Narrative

- Address recruitment and retention issues through outreach to local community groups and resources. This includes:
 - Increase career fair participation, utilization of web sites, community agencies, community leaders and schools to improve minority outreach to youth, people of color, people with disabilities and women;
 - Further develop college and high school internship program to bring young people into the Park system to experience the potential career opportunities, improving outreach efforts, and bridge the gap expected due to future retirements.

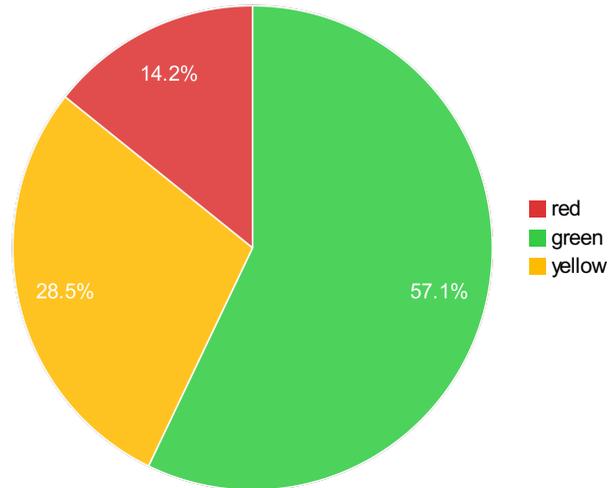
Parks and Recreation Department

Annual Performance Progress Report

Reporting Year 2016

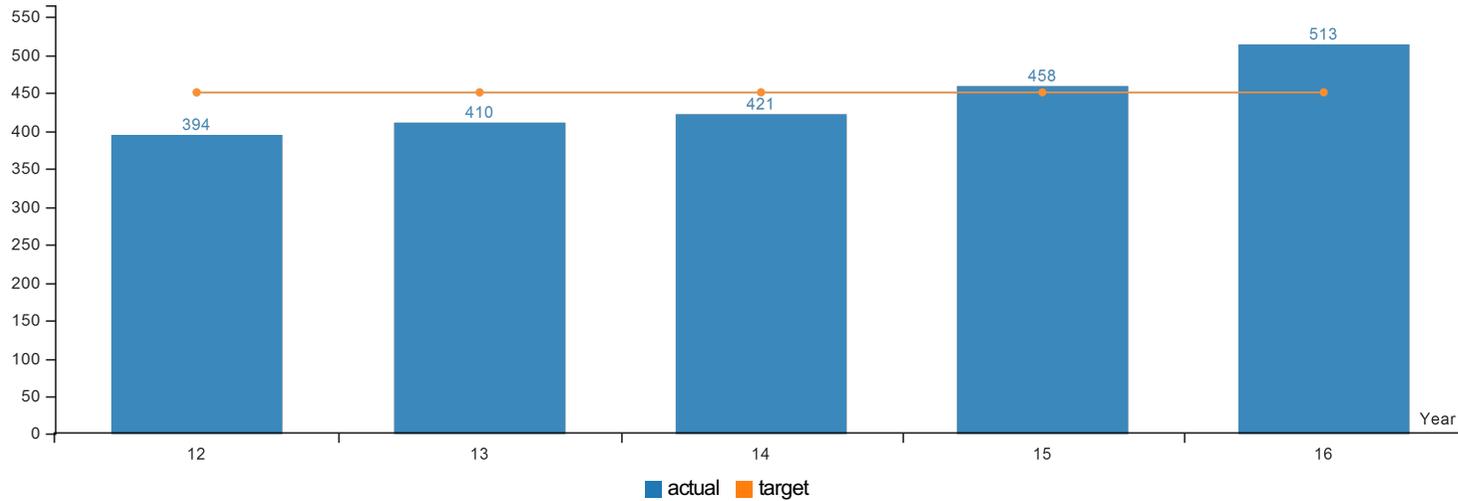
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KPM #	Approved Key Performance Measures (KPMs)
1	PARK VISITATION - Visitors per acre of Oregon Parks and Recreation Department property.
2	HERITAGE PROGRAM BENEFITS - Number of properties, sites, or districts that benefit from an OPRD-managed heritage program
3	Grant Programs - Percent of Oregon communities that benefit from an OPRD-managed grant program
4	PROPERTY ACQUISITION - Recreation lands index: Park lands and waters acquired by OPRD as a percentage of total goal. (Linked to Oregon Benchmark #91)
5	FACILITIES BACKLOG - Percent reduction in facilities backlog since 1999.
6	CUSTOMER SATISFACTION - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise and availability of information.
7	COMMISSION BEST PRACTICES - Percent of total best practices met by the State Parks and Recreation Commission.



	Green	Yellow	Red
	= Target to -5%	= Target -6% to -15%	= Target > -15%
Summary Stats:	57.14%	28.57%	14.29%

KPM #1	PARK VISITATION - Visitors per acre of Oregon Parks and Recreation Department property.
	Data Collection Period: Jul 01 - Jun 30



Metric	2012	2013	2014	2015	2016
Visitors Per Acre of Oregon Parks and Recreation Department Property					
Actual	394	410	421	458	513
Target	450	450	450	450	450

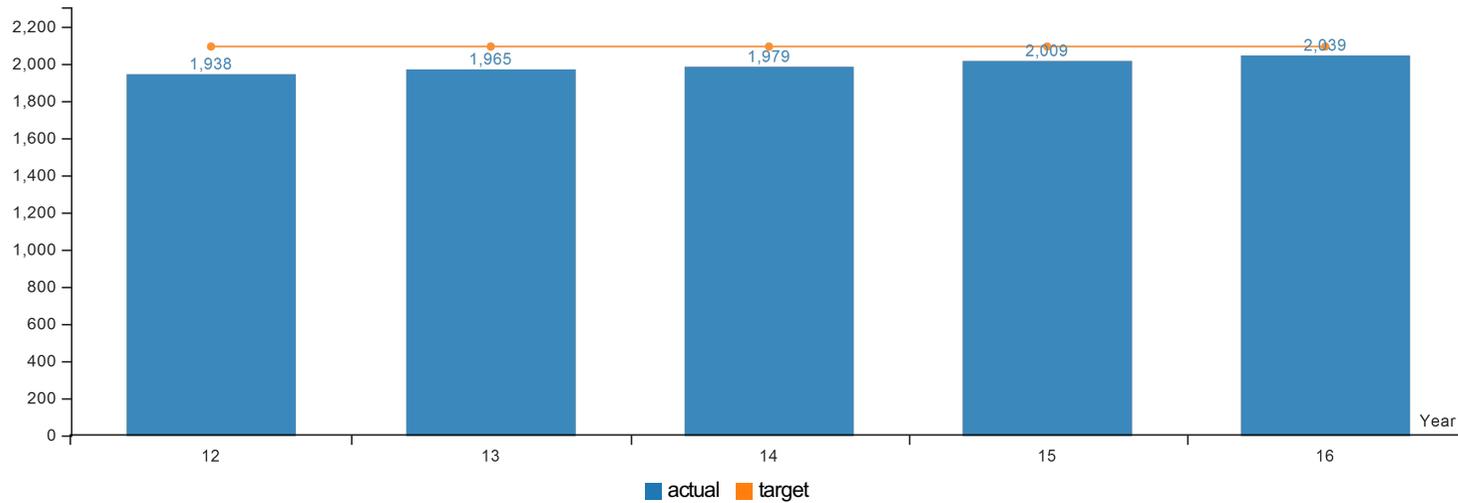
How Are We Doing

FY 2016 results are 513 visitors per acre which is a 12.0% increase from 458 visitors per acre in FY 2015, and is above target. The main contributing factors to this increase are improved weather and park development resulting in increased usage. The Department has continued to increase park acreage in order to best serve an increasing population while maintaining a quality visitor experience. The total visitation in FY 2016 was 56.2 million, a 12% increase from FY 2015.

Factors Affecting Results

Factors affecting the numerator (visitor attendance) include weather, economic conditions, perceived attractiveness of the recreational offering, and park closures (e.g., due to construction, etc.). Factors affecting the denominator (acreage) include availability of land for acquisition (e.g., willing sellers) and availability of funds for purchase.

KPM #2	HERITAGE PROGRAM BENEFITS - Number of properties, sites, or districts that benefit from an OPRD-managed heritage program.
	Data Collection Period: Jul 01 - Jun 30



Metric	2012	2013	2014	2015	2016
Number of Properties, Sites, or Districts That Benefit From an OPRD-Managed Heritage Program					
Actual	1,938	1,965	1,979	2,009	2,039
Target	2,087	2,087	2,087	2,087	2,087

How Are We Doing

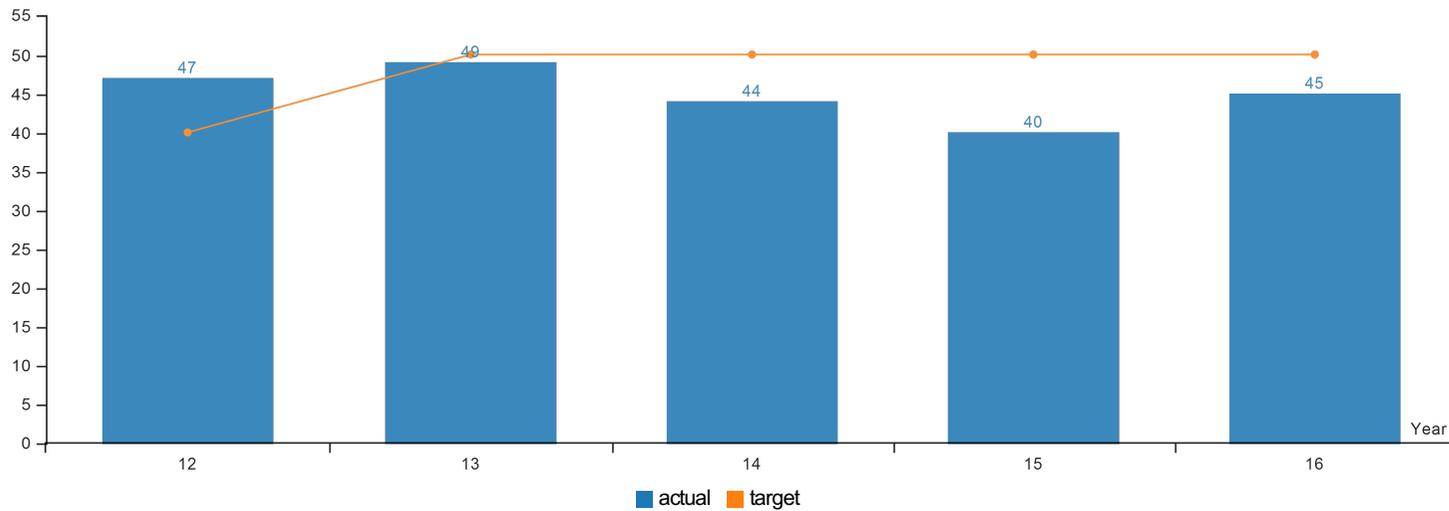
The Heritage Division continues to focus on expanding and strengthening local government and federal agency partners whose activities account for much of the work reflected by this performance measure. In addition, new initiatives are aimed at increasing the relevance of our programs to non-traditional customers and underrepresented populations through targeted outreach.

Oregon continues to perform well when compared against neighboring western states, listing as many or more properties in the National Register of Historic Places. Priorities for the Division continue to focus on integrating our various program areas to provide consistent delivery of services across the state.

Factors Affecting Results

The overall numbers of new designations is down across the comparative states for the last year, with the notable exception of California and a very modest increase in Nevada. In Oregon, fewer nominations have been proposed by federal and local agencies, which is typically a major driver for the program. However, the trend appears to be a temporary. The office is currently on track to list at least 20 properties in the National Register next year.

KPM #3	Grant Programs - Percent of Oregon communities that benefit from an OPRD-managed grant program.
	Data Collection Period: Jul 01 - Jun 30



Metric	2012	2013	2014	2015	2016
Percent of Oregon communities that benefit from an OPRD-managed grant program					
Actual	47	49	44	40	45
Target	40	50	50	50	50

How Are We Doing

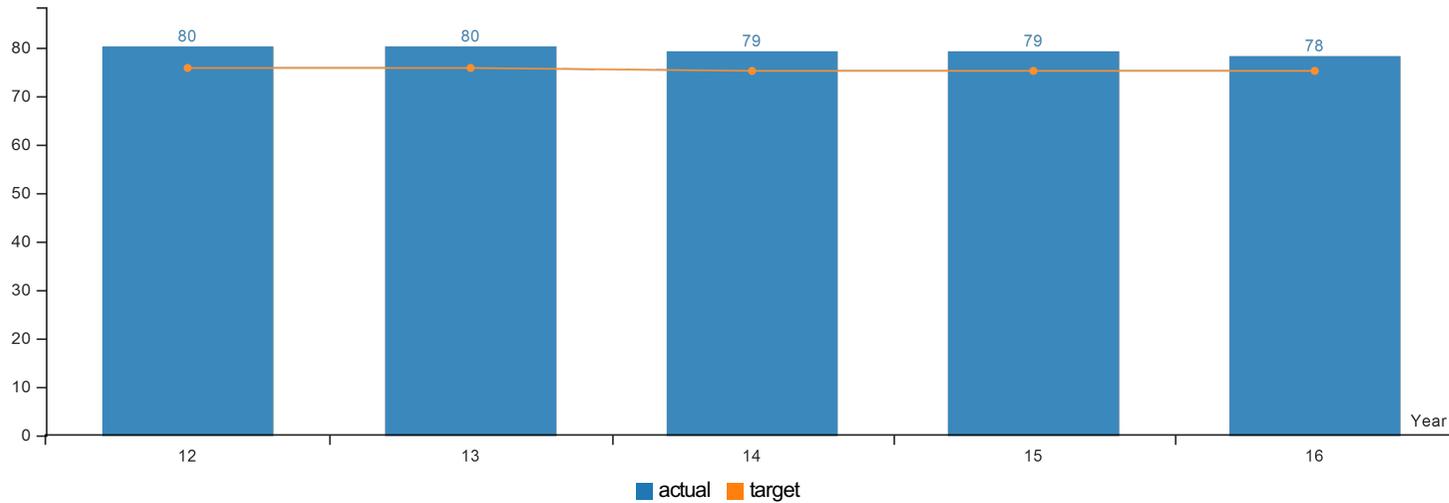
FY 2016 results include an unduplicated count of the number of communities that were awarded Department grants for FY 2015 and FY 2016. Results show that 45% of Oregon communities (126 of 278) have benefited from an OPRD-managed grant program over this time period. This year's percentage is higher than the 40% reported last year.

Grant projects typically take more than one fiscal year to complete, especially under grant programs that have only one round of grant awards per biennium. Therefore the "benefit" to grantee communities is not just a single year. Counting two fiscal years of grants - the most recently completed year and the previous year - provides a more accurate measurement of the extent to which the Department's grant programs reach communities throughout the state. It also provides more consistent data from year to year by moderating the "peaks"; of grant awards in the first year of a biennium and the "valleys" of second-year awards.

Factors Affecting Results

Availability of grant funding, grant program requirements for local match and other local commitments, maximum allowable grant award amounts, number of grant applicants and geographic distribution of grant applicants are the factors that affect results.

KPM #4	PROPERTY ACQUISITION - Recreation lands index: Park lands and waters acquired by OPRD as a percentage of total goal. (Linked to Oregon Benchmark #91)
	Data Collection Period: Jul 01 - Jun 30



Metric	2012	2013	2014	2015	2016
Park Lands and Waters Acquired by OPRD as a Percentage of Total Goal					
Actual	80%	80%	79%	79%	78%
Target	75.60%	75.60%	75%	75%	75%

How Are We Doing

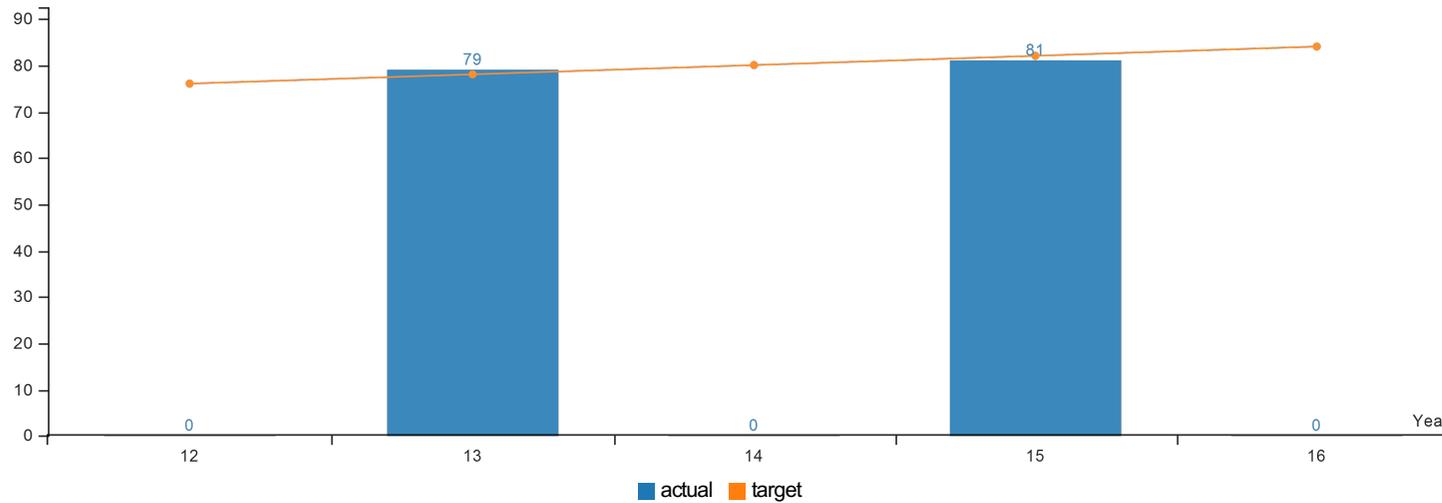
Targets for this measure indicate the desire of moving towards a total goal of approximately 35 acres per 1,000 population. The data are measured and reported by Fiscal Year. The information assists the Department in making decisions about future expansion of the system as park areas reach capacity, and keeping the balance between recreation opportunities and natural resource protection.

FY 2016 results indicate that the agency was at 78% of the total goal, and above the target of 75%. Results decreased slightly from last year since Oregon's population increased faster than park acreage was acquired.

Factors Affecting Results

Oregon's population has been increasing at a higher rate than many states, thus impacting the denominator in calculating results. Acquisition is affected by the availability of land meeting agency criteria, the availability of adequate funds for purchase, and real estate prices.

KPM #5	FACILITIES BACKLOG - Percent reduction in facilities backlog since 1999.
	Data Collection Period: Jul 01 - Jun 30



Metric	2012	2013	2014	2015	2016
Percent Reduction in Facilities Backlog					
Actual	No Data	79%	No Data	81%	No Data
Target	76%	78%	80%	82%	84%

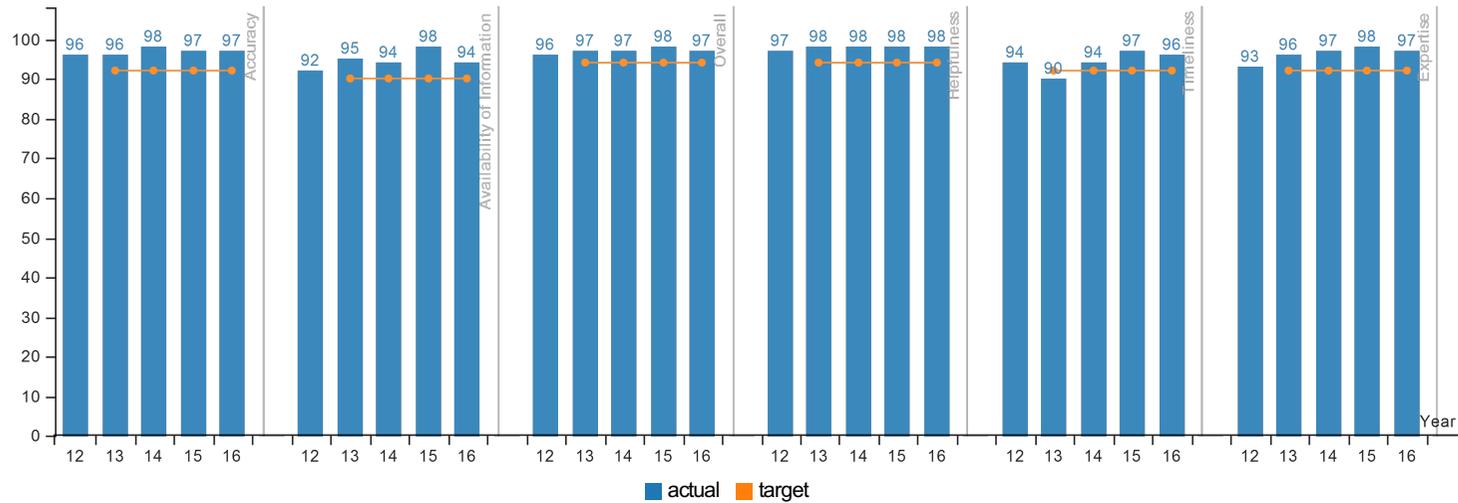
How Are We Doing

While data is tracked continuously, it is reported biennially, with the next reporting of data to be done at the end of FY 2017. FY 2015 data shows that progress continues to be made in reducing the maintenance backlog. Efforts are continuing to re-assess additional maintenance backlog and deferred maintenance that has accrued since 1999.

Factors Affecting Results

The Park Construction Priorities are funded each biennium from the Parks and Natural Resources Fund. Investments are made in two areas: 1) major maintenance to reduce backlogged repairs and deferred maintenance, including improvements in efficiency and sustainability; and 2) enhancements to meet future needs. The backlog reduction could be impacted by decisions to increase or decrease the focus of resources on the enhancement projects. The Department continues an emphasis on buying down of the original backlog. Emergent maintenance issues arise that compete for funding.

KPM #6	CUSTOMER SATISFACTION - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise and availability of information.
	Data Collection Period: Jul 01 - Jun 30



Metric	2012	2013	2014	2015	2016
Accuracy					
Actual	96%	96%	98%	97%	97%
Target	TBD	92%	92%	92%	92%
Availability of Information					
Actual	92%	95%	94%	98%	94%
Target	TBD	90%	90%	90%	90%
Overall					
Actual	96%	97%	97%	98%	97%
Target	TBD	94%	94%	94%	94%
Helpfulness					
Actual	97%	98%	98%	98%	98%
Target	TBD	94%	94%	94%	94%
Timeliness					
Actual	94%	90%	94%	97%	96%
Target	TBD	92%	92%	92%	92%
Expertise					
Actual	93%	96%	97%	98%	97%
Target	TBD	92%	92%	92%	92%

How Are We Doing

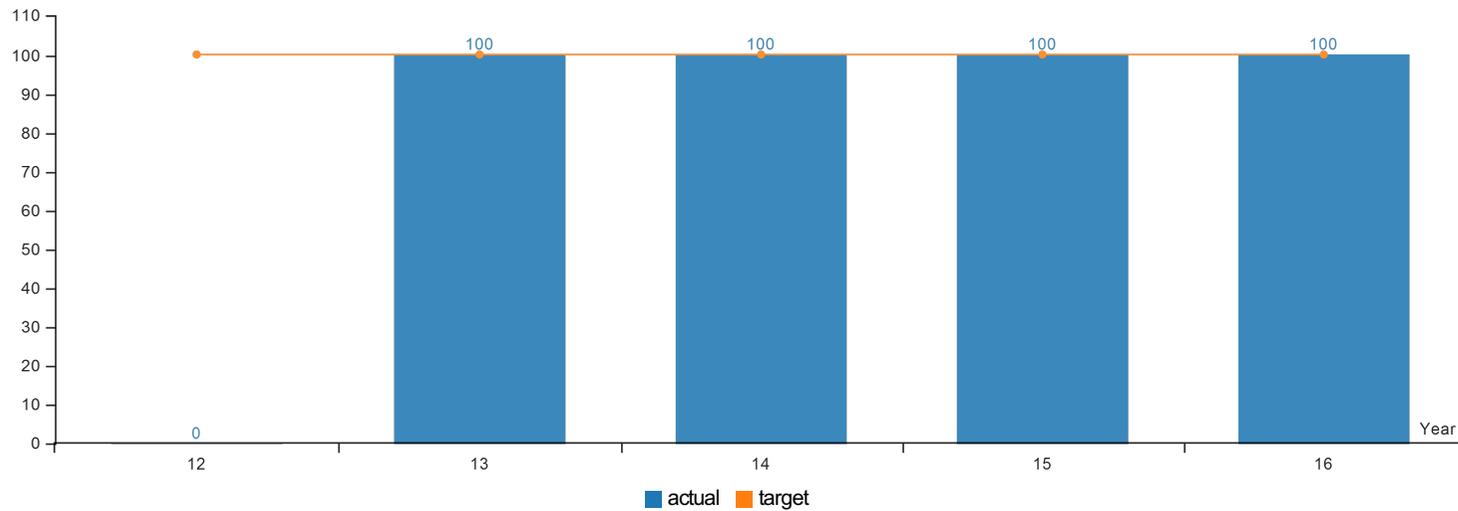
For the preceding 12 months, customer satisfaction data was collected through a random phone survey of the department's state park reservation customers. This measure is required of all agencies by the Department of Administrative Services. Of the 50+ million customers served by the Oregon Parks and Recreation Department, the vast majority contact staff in connection with campground and day-use park services. Accordingly, customer satisfaction measures focus primarily on park customers, though results from other customer satisfaction surveys gathered in other units are also used when available. Satisfaction levels should be increased to, or maintained at, an acceptably high level.

The department consistently meets or exceeds targets for this measure. As with any survey, there is a margin of error estimated at approximately 2%. Results that are within 2% of the target could reasonably be viewed as on target.

Factors Affecting Results

Satisfaction dips when parks are crowded, even if the quality of service remains high.

KPM #7	COMMISSION BEST PRACTICES - Percent of total best practices met by the State Parks and Recreation Commission.
	Data Collection Period: Jul 01 - Jun 30



Metric	2012	2013	2014	2015	2016
Percent of Commission Best Practices Met					
Actual	No Data	100%	100%	100%	100%
Target	100%	100%	100%	100%	100%

How Are We Doing

This measure is required of all agencies by the Department of Administrative Services. A list of 15 mandated best practices include business processes, oversight duties, budgeting and financial planning, and training.

Annual self-evaluation by members of the Oregon State Parks and Recreation Commission where commissioners independently evaluate group performance, then collectively discuss their findings to produce a consensus report. The process for self-evaluation and discussion will be improved over time.

The first data was available in November, 2007. The most recent data applies to FY 2016.

Factors Affecting Results

Many measures are subjective, and require experienced Commissioners to develop reasoned answers. Newly-appointed Commissioners can affect the results.