

# BUDGET NARRATIVE

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## OREGON PARKS AND RECREATION DEPARTMENT TABLE OF CONTENTS 2023-25 AGENCY REQUEST BUDGET

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# 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

*Jennifer H. Allen*

Jennifer H. Allen (Aug 11, 2022 14:00 PDT)

Chair, Oregon Parks and Recreation Commission

SIGNATURE

TITLE

JENNIFER H. ALLEN

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



**Enrolled**  
**House Bill 5025**

Introduced and printed pursuant to House Rule 12.00. Pre-session filed (at the request of Oregon Department of Administrative Services)

CHAPTER .....

AN ACT

Relating to the financial administration of the State Parks and Recreation Department; and declaring an emergency.

Be It Enacted by the People of the State of Oregon:

**SECTION 1.** Notwithstanding any other law limiting expenditures, the following amounts are established for the biennium beginning July 1, 2021, as the maximum limits for payment of expenses from fees, moneys or other revenues, including Miscellaneous Receipts, but excluding lottery funds and federal funds, collected or received by the State Parks and Recreation Department, for the following purposes:

- (1) Director's office ..... \$ 941,725
- (2) Central services ..... \$ 20,114,569
- (3) Parks development..... \$ 4,983,803
- (4) Direct services..... \$ 71,291,958
- (5) Community support  
and grants..... \$ 18,363,616

**SECTION 2.** Notwithstanding any other law limiting expenditures, the following amounts are established for the biennium beginning July 1, 2021, as the maximum limits for payment of expenses from lottery moneys allocated from the Parks and Natural Resources Fund to the State Parks and Recreation Department, for the following purposes:

- (1) Director's office ..... \$ 1,521,609
- (2) Central services ..... \$ 19,954,304
- (3) Parks development..... \$ 16,211,364
- (4) Direct services..... \$ 59,258,532
- (5) Community support  
and grants..... \$ 19,865,281

**SECTION 3.** Notwithstanding any other law limiting expenditures, the amount of \$3,776,660 is established for the biennium beginning July 1, 2021, as the maximum limit for payment of expenses from lottery moneys allocated from the Administrative Services Economic Development Fund to the State Parks and Recreation Department for the payment of debt service.

**SECTION 4.** Notwithstanding any other law limiting expenditures, the following amounts are established for the biennium beginning July 1, 2021, as the maximum limits for payment of expenses from federal funds collected or received by the State Parks and Recreation Department for the following purposes:

- (1) Parks development..... \$ 1,892,853
- (2) Direct services..... \$ 2,415,941
- (3) Community support  
and grants..... \$ 18,493,835

**SECTION 5.** This 2021 Act being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this 2021 Act takes effect July 1, 2021.

Passed by House June 15, 2021

.....  
Timothy G. Sekerak, Chief Clerk of House

.....  
Tina Kotek, Speaker of House

Passed by Senate June 22, 2021

.....  
Peter Courtney, President of Senate

Received by Governor:

.....M.,....., 2021

Approved:

.....M.,....., 2021

.....  
Kate Brown, Governor

Filed in Office of Secretary of State:

.....M.,....., 2021

.....  
Shemia Fagan, Secretary of State

**HB 5025 A BUDGET REPORT and MEASURE SUMMARY**

**Carrier:** Sen. Anderson

**Joint Committee On Ways and Means**

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**Action Date:** 06/11/21

**Action:** Do pass the A-Eng bill.

**Senate Vote**

**Yeas:** 12 - Anderson, Frederick, Girod, Golden, Gorsek, Hansell, Johnson, Knopp, Lieber, Steiner Hayward, Taylor, Thomsen

**House Vote**

**Yeas:** 11 - Bynum, Drazan, Gomberg, Leif, McLain, Nosse, Rayfield, Sanchez, Smith G, Sollman, Stark

**Prepared By:** Linnea Wittekind, Department of Administrative Services

**Reviewed By:** Matt Stayner, Legislative Fiscal Office

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**Parks and Recreation Department  
2021-23**

### **Budget Summary\***

	2019-21 Legislatively Approved Budget <sup>(1)</sup>	2021 - 23 Current Service Level	2021-23 Committee Recommendation	Committee Change from 2019-21 Leg. Approved	
				\$ Change	% Change
Lottery Funds	\$ 117,019,560	\$ 117,488,933	\$ 116,811,090	\$ (208,470)	-0.2%
Lottery Funds Debt Service	\$ 2,297,543	\$ 3,776,660	\$ 3,776,660	\$ 1,479,117	64.4%
Other Funds Limited	\$ 133,115,836	\$ 111,301,186	\$ 115,695,671	\$ (17,420,165)	-13.1%
Other Funds Debt Svc Ltd	\$ 33,023	\$ -	\$ -	\$ (33,023)	-100.0%
Federal Funds Limited	\$ 17,412,831	\$ 10,857,363	\$ 22,802,629	\$ 5,389,798	31.0%
Total	\$ 269,878,793	\$ 243,424,142	\$ 259,086,050	\$ (10,792,743)	-4.0%

### **Position Summary**

Authorized Positions	870	862	863	(7)
Full-time Equivalent (FTE) positions	602.55	595.19	596.19	(6.36)

<sup>(1)</sup> Includes adjustments through January 2021

\* Excludes Capital Construction expenditures

### **Summary of Revenue Changes**

The Oregon Parks and Recreation Department (OPRD) is funded primarily with Lottery Funds and Other Funds revenues. Constitutional amendments, in 1998 and 2010, dedicated 7.5% of net Lottery proceeds to recreation. These funds are statutorily allocated to the Department. Other Funds revenues come mainly from park user and other fees, transfers of recreational vehicle registration, and all-terrain vehicle fuels tax revenues. The Department also receives federal grants.

### **Summary of Natural Resource Subcommittee Action**

The mission of OPRD is to provide and protect outstanding natural, scenic, cultural, historic, and recreational sites for the enjoyment and education of present and future generations. The park system includes more than 108,499 acres of land. The Department receives direction from a seven-member Governor-appointed Commission. The Oregon constitution dedicates 7.5% of net Lottery proceeds for public parks, shore and beach access, historic sites, and recreation areas of which 12% is dedicated to funding local government park grants.

The Subcommittee recommended a budget of \$259,086,050 total funds and 863 positions (596.19 FTE). This includes \$120,587,750 Lottery Funds. The total funds budget is a 4% decrease from the 2019-21 legislatively approved budget and a 6.4 % increase from the 2021-23 current service level budget.

#### **Director's Office**

This program unit is responsible for the overall management of the Department. It is the liaison and provides support for the Oregon Parks and Recreation Commission. The unit provides policy direction for Department programs and activities and coordination with the Governor's Office, Legislature, and other government agencies. The Director's Office also reviews Department programs, conducts annual internal audits, and coordinates rulemaking in its efforts to improve Department performance. The Subcommittee recommended a total funds budget of \$2,463,334 and five full-time equivalent positions (5.00 FTE).

The Subcommittee recommended the following policy packages:

Package 090, Analyst Adjustments. This package provides for expenditure limitation and position authority for the Department to establish a permanent Diversity, Equity, and Inclusion (DEI) Officer position (1.00 FTE) at a cost of \$216,073 Lottery Funds, in the 2021-23 biennium. The position will coordinate, develop, and expand on DEI initiatives and programs that the Department is currently operating.

Package 801, LFO Analyst Adjustment. This package includes a technical adjustment to reallocate positions and associated funding between operating divisions of the Department to align resources with current operational needs. This adjustment in the Director's Office program decreases expenditure limitation by \$371,106 Lottery Funds and \$389,668 Other Funds and eliminates two positions (2.00 FTE) from the program. This moves the Internal Auditor position to the Central Services program and the Deputy Director for Operations to the Direct Services program. The agency-wide net impact of the technical adjustment results in no change to expenditures or position authority.

#### **Central Services Program**

This program includes financial services, public information services, personnel services, and information services. The Subcommittee recommended a total funds budget of \$43,845,533 and 82 positions (81.51 FTE). Services include budget and fiscal resources management, staff training, information technology services, and centralized business services, such as fleet and purchasing management. It also includes the safety programs and the customer information call center.

The Subcommittee recommended the following policy packages:

Package 099, Microsoft 365. The package reduces separately budgeted expenditures for software licensing related to Microsoft 365 billed through the Department of Administrative Services state government service charges, in the upcoming biennium.



Package 101, Standard Operational Needs. This package increases expenditure limitation by \$300,589 Lottery Funds and \$315,625 Other Funds. Of this total, \$355,800 is for increased network connectivity costs related to improvements to the Department's network connectivity capability and the increase in vendor charges. The remaining \$260,414 is increased merchant fees. These items are not included in the list of expenditure categories for which standard inflationary factors are applied during the formation of the current service level, which contributes to the need for additional funding in a policy package.

Package 801, LFO Analyst Adjustments. This package includes a technical adjustment to reallocate positions and associated funding between OPRD operating divisions to align resources with current operational needs. This adjustment in the Central Services program increases expenditure limitation by \$483,721 Lottery Funds and \$302,291 Other Funds and establishes a net of three positions (3.00 FTE) in the program. The agency-wide net impact of the technical adjustment results in no change to expenditures or position authority.

### **Park Development**

This program combines the acquisitions and facility investments programs. The resulting program acquires new properties according to an Investment Strategy providing a framework for prioritizing additions to the parks system. The Engineering Division designs and engineers projects, survey's park land, oversees construction for new parks, and for maintenance and improvement of current properties. The subcommittee recommended a total funds budget of \$23,088,020 and no positions.

The Subcommittee recommended the following policy package:

Package 801, LFO Analyst Adjustments. This package includes two adjustments: 1) reallocates \$2,000,000 of expenditure limitation from Lottery Funds to Other Funds to ensure an adequate ending fund balance for the Department; and 2) makes a technical adjustment to reallocate positions and associated funding between operating divisions of the Department to align resources with current operational needs. This adjustment in the Park Development program decreases expenditure limitation by \$1,973,101 Lottery Funds and \$438,670 Other Funds and eliminates a net of eight positions (8.00 FTE) in the program. The move of these positions consolidates all engineering staff in the Direct Services program. The agency-wide net impact of the technical adjustment results in no change to expenditures or position authority.

### **Direct Services**

This program manages the park system including daily park services, functions, and routine maintenance. It manages land, state scenic waterways, ocean shores, and natural resources. It includes engineering services for operations, parks safety and risk management, and operations support. When possible, the program uses the inmate work crews through the Parks and Prisons program, which began in the 1997-99 biennium. It manages threatened and endangered species, habitats, and watershed health issues on park land. This program has responsibility for park planning functions including master, strategic, long-term, land use, and recreational planning for land and water-based trail systems and volunteers. The Subcommittee approved a total funds budget of \$132,966,431 and 750 positions (483.68 FTE).



The Subcommittee recommended the following policy packages:

Package 101, Standard Operational Needs. This package increases expenditure limitation by \$120,260 Lottery Funds and \$126,275 Other Funds to provide for increasing utility costs.

Package 801, LFO Analyst Adjustments. This package includes two adjustments: 1) re-establishes Federal Funds expenditure limitation of \$80,000 to allow the Department to expend federal funding provided in the 2019-21 biennium, by the U.S. Bureau of Reclamation, for construction projects. Those projects were delayed due to the COVID-19 pandemic; 2) makes a technical adjustment to reallocate positions and associated funding between operating divisions of the Department to align resources with current operational needs. This adjustment in the Direct Services program increases expenditure limitation by \$2,056,313 Lottery Funds and \$526,047 Other Funds and establishes a net of eight positions (8.00 FTE) in the program. The agency-wide net impact of the technical adjustment results in no change to expenditures or position authority.

### **Community Support and Grants**

This program administers five grant programs: All-Terrain Vehicle grants, Land and Water Conservation grants, local government grants, the Recreational Vehicle County Opportunity grants, and Recreational Trails grants. The program also includes the Heritage Program, which covers heritage conservation, the State Historic Preservation Office, and support for the Heritage Commission. The office administers federal and state programs for historic and archeological resource planning and preservation. The office also assists with the management, development, and interpretation of historic and cultural resources in the parks system. The Subcommittee recommended a total funds budget of \$56,722,732 and 26 positions (26.00 FTE).

Currently, 88% of available funding is used for OPRD operations and 12% is allocated to local grants. The Constitution provides for a redistribution of the funding to 75% for OPRD operations and 25% for local grants, if the revenues deposited in the Parks and Natural Resources Fund exceed 150% of the amounts deposited in the 2009-11 biennium. The May 2021 revenue forecast for the 2021-23 biennium predicts this will occur in the upcoming biennium. However, the change in the distribution is based on amounts actually realized and, therefore, the budget reflects the current allocation ratio of 88% and 12%, but provides for sufficient fund balances for the redistribution of revenues should sufficient revenues be realized to change the allocation during the biennium.

The Subcommittee recommended the following policy packages:

Package 070, Revenue Shortfalls. This package includes reductions in expenditure limitation for local grant programs due to the December 2020 revenue forecast during the development of the current service level. These reductions are reversed in LFO analyst adjustment package 801 aligning local government grant expenditure limitation to the May 2021 revenue forecast.

Package 102, Honor Grant Award Obligations. This package increases expenditure limitation by \$2,285,921 Other Funds and \$11,865,266 Federal Funds to allow for the payment of awards from the Oregon Main Street Grant Program, the County Opportunity Grant Program, the Land and Water Conservation Fund, and the Recreation Trails Program. The Oregon Parks and Recreation Department is the administrator of these grant programs. The expenditure limitation for these grant programs is phased out of the current service level budget each biennium and then re-established in a policy package at the anticipated level of available funding for the current biennium. This includes funding for previously awarded grants, as well as anticipated grant revenues.

Package 801, LFO Analyst Adjustments. This package includes the following two adjustments:

- 1) increases Lottery Funds expenditure limitation by \$1,159,590 for the awarding of grant funds to local government parks and recreation programs. This increase is additive to the current service level budget for local grant funding, bringing total authorized expenditures in line with available revenues for this purpose as outlined in the Oregon Constitution. Article 15, section 4a (3), of the Oregon Constitution details the allocation of Lottery revenues between Oregon Parks and Recreation Department operations and local parks programs grant funding.
- 2) makes a technical adjustment to reallocate positions and associated funding between operating divisions of the Department to align resources with current operational needs. This adjustment in the Community Support and Grants program decreases Lottery Fund expenditure limitation by \$195,827 and eliminates one administrative support position (1.00 FTE), which is moved to the Central Services program to be used as a part of an administrative support pool.

### **Summary of Performance Measure Action**

See attached Legislatively Adopted 2021-23 Key Performance Measures form.

## DETAIL OF JOINT COMMITTEE ON WAYS AND MEANS ACTION

Oregon Parks and Recreation Department  
Linnea Wittekind - 971-900-9992

DESCRIPTION	GENERAL FUND	LOTTERY FUNDS	OTHER FUNDS		FEDERAL FUNDS		TOTAL ALL FUNDS	POS	FTE			
			LIMITED	NONLIMITED	LIMITED	NONLIMITED						
2019-21 Legislatively Approved Budget at Jan. 2021*	\$	-	\$ 119,317,103	\$ 133,148,859	\$	-	\$ 17,412,831	\$	-	\$ 269,878,793	870	602.55
2021-23 Current Service Level (CSL)*	\$	-	\$ 121,265,593	\$ 111,301,186	\$	-	\$ 10,857,363	\$	-	\$ 243,424,142	862	595.19
<u>SUBCOMMITTEE ADJUSTMENTS (from CSL)</u>												
<b>SCR 100-10 - Director's Office</b>												
Package 090: Analyst Adjustments												
Personal Services	\$	-	\$ 216,073	\$ -	\$	-	\$ -	\$	-	\$ 216,073	1	1.00
Package 801: LFO Analyst Adjustments												
Personal Services	\$	-	\$ (366,400)	\$ (384,726)	\$	-	\$ -	\$	-	\$ (751,126)	(2)	(2.00)
Services and Supplies	\$	-	\$ (4,706)	\$ (4,942)	\$	-	\$ -	\$	-	\$ (9,648)		
<b>SCR 200-10 - Central Services</b>												
Package 099: Microsoft 365 Consolidation												
Services and Supplies	\$	-	\$ (299,362)	\$ (314,336)	\$	-	\$ -	\$	-	\$ (613,698)		
Package 101: Standard Operational Needs												
Services and Supplies	\$	-	\$ 300,589	\$ 315,625	\$	-	\$ -	\$	-	\$ 616,214		
Package 801: LFO Analyst Adjustment												
Personal Services	\$	-	\$ 511,621	\$ 333,189	\$	-	\$ -	\$	-	\$ 844,810	3	3.00
Services and Supplies	\$	-	\$ (27,900)	\$ (30,898)	\$	-	\$ -	\$	-	\$ (58,798)		
<b>SCR 300-10 - Park Development</b>												
Package 801: LFO Analyst Adjustments												
Personal Services	\$	-	\$ (1,735,515)	\$ (438,670)	\$	-	\$ -	\$	-	\$ (2,174,185)	(8)	(8.00)
Services and Supplies	\$	-	\$ (2,237,586)	\$ 2,000,000	\$	-	\$ -	\$	-	\$ (237,586)		
<b>SCR 400-10 - Direct Services</b>												
Package 101: Standard Operational Needs												
Services and Supplies	\$	-	\$ 120,260	\$ 126,275	\$	-	\$ -	\$	-	\$ 246,535		
Package 801: LFO Analyst Adjustments												
Personal Services	\$	-	\$ 1,784,595	\$ 490,207	\$	-	\$ -	\$	-	\$ 2,274,802	8	8.00
Services and Supplies	\$	-	\$ 271,718	\$ 35,840	\$	-	\$ 80,000	\$	-	\$ 387,558		
<b>SCR 500-10 - Community Support and Grants</b>												
Package 070: Revenue Shortfalls												
Special Payments	\$	-	\$ (174,993)	\$ (19,000)	\$	-	\$ -	\$	-	\$ (193,993)		
Package 102: Honor Grant Award Obligations												

DESCRIPTION	GENERAL FUND	LOTTERY FUNDS	OTHER FUNDS		FEDERAL FUNDS		TOTAL ALL FUNDS	POS	FTE
			LIMITED	NONLIMITED	LIMITED	NONLIMITED			
Package 801: LFO Analyst Adjustment									
Personal Services	\$ -	\$ (194,301)	\$ -	\$ -	\$ -	\$ -	\$ (194,301)	(1)	(1.00)
Services and Supplies	\$ -	\$ (1,526)	\$ -	\$ -	\$ -	\$ -	\$ (1,526)		
Special Payments - Dist to Cities, Dist to Counties, Dist to Other Gov Unit	\$ -	\$ 1,159,590	\$ -	\$ -	\$ -	\$ -	\$ 1,159,590		
TOTAL ADJUSTMENTS	\$ -	\$ (677,843)	\$ 4,394,485	\$ -	\$ 11,945,266	\$ -	\$ 15,661,908	1	1.00
SUBCOMMITTEE RECOMMENDATION *	\$ -	\$ 120,587,750	\$ 115,695,671	\$ -	\$ 22,802,629	\$ -	\$ 259,086,050	863	596.19
% Change from 2019-21 Leg Approved Budget	0.0%	1.1%	-13.1%	0.0%	31.0%	0.0%	-4.0%	-0.8%	-1.1%
% Change from 2021-23 Current Service Level	0.0%	-0.6%	3.9%	0.0%	110.0%	0.0%	6.4%	0.1%	0.2%

\*Excludes Capital Construction Expenditures



# Legislatively Approved 2021 - 2023 Key Performance Measures

Published: 6/7/2021 9:33:42 AM

Agency: Parks and Recreation Department

## Mission Statement:

To provide and protect outstanding natural, scenic, cultural, historic and recreational sites for the enjoyment and education of present and future generations.

Legislatively Approved KPMs	Metrics	Agency Request	Last Reported Result	Target 2022	Target 2023
1. PARK VISITATION - Visitors per acre of Oregon Parks and Recreation Department property.		Approved	391	450	450
2. HERITAGE PROGRAM BENEFITS - Number of properties, sites, or districts that benefit from an OPRD-managed heritage program.		Approved	2,065	2,130	2,130
3. Grant Programs - Percent of Oregon communities that benefit from an OPRD-managed grant program.		Approved	55%	57.10%	57.10%
4. PROPERTY ACQUISITION - Recreation lands index: Park lands and waters acquired by OPRD as a percentage of total goal. (Linked to Oregon Benchmark #91)		Approved	76%	83%	83%
5. FACILITIES BACKLOG - Percent reduction in facilities backlog since 1999.		Approved	0%	85%	85%
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.	Accuracy	Approved	0%	95%	95%
	Availability of Information		0%	95%	95%
	Overall		0%	95%	95%
	Helpfulness		0%	95%	95%
	Timeliness		0%	95%	95%
	Expertise		0%	95%	95%
7. COMMISSION BEST PRACTICES - Percent of total best practices met by the State Parks and Recreation Commission.		Approved	100%	100%	100%

## LFO Recommendation:

The Legislative Fiscal Office recommends adoption of the Key Performance Measures and targets as presented.

## SubCommittee Action:

The Sub-Committee approved the adoption of the Key Performance Measures and targets as presented.

# Budget Narrative

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## 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:

Jennifer H. Allen, Chair  
Portland  
Congressional District 1

Steve Grasty  
Hines  
Congressional District 2

Jonathan Blasher  
Portland  
Congressional District 3

Elizabeth Hill  
Roseburg  
Congressional District 4

Vicki Berger  
Salem  
Congressional District 5

Doug Deur  
Arch Cape  
West of the Coast Range

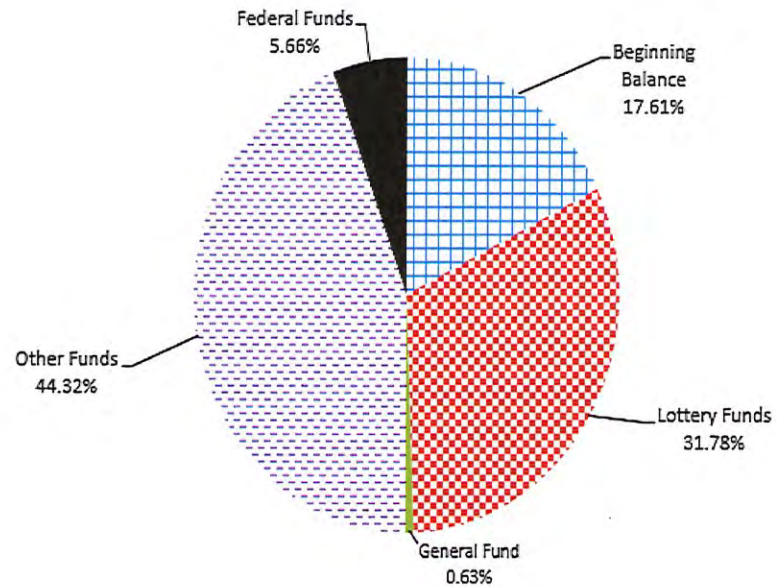
Ashley Schahfer  
Portland  
East of the Cascade Range



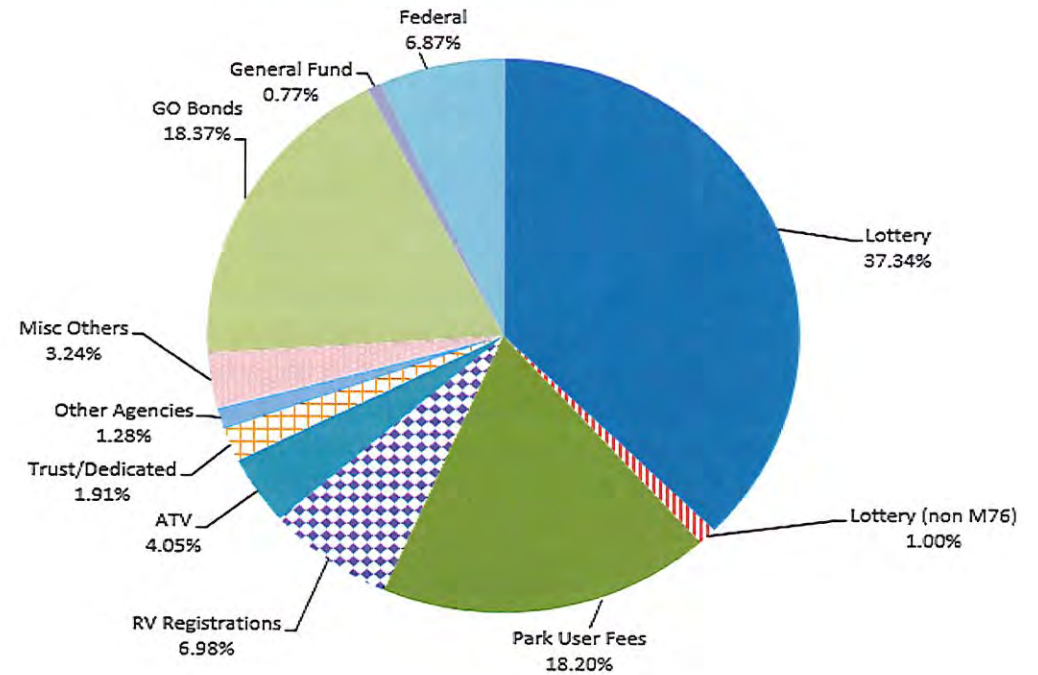
# Budget Narrative

## Budget Summary Graphics

**2021-23 Legislatively Adopted Budget by Fund  
Revenues by Fund Type**

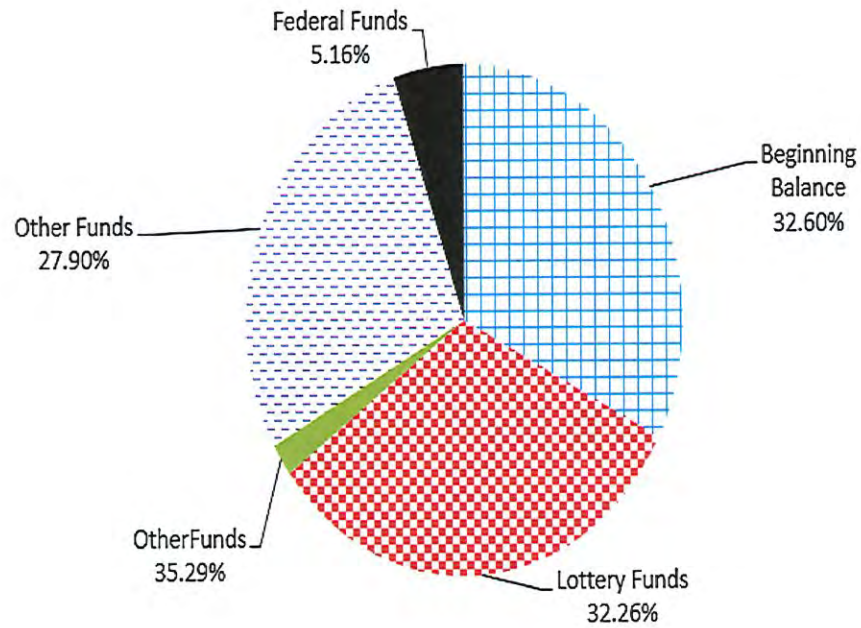


**2021-23 Legislatively Adopted Budget  
Breakdown of Revenue Source**

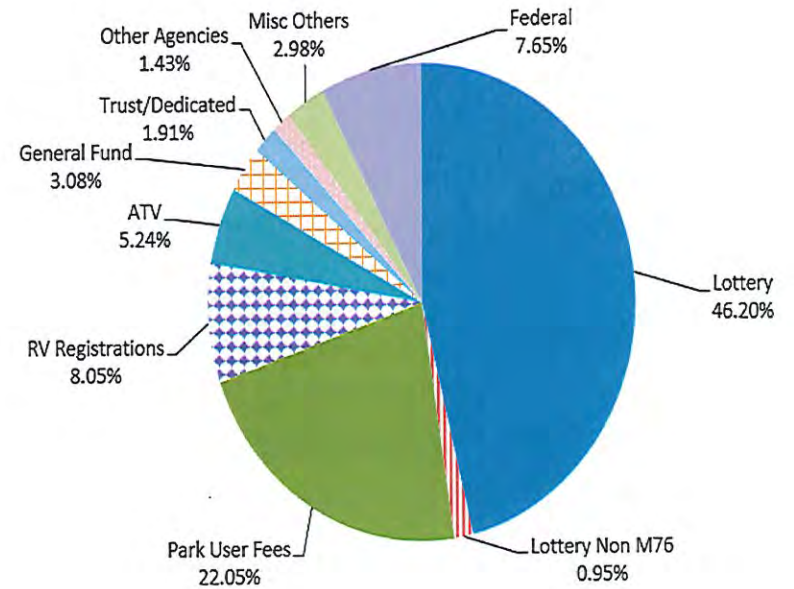


# Budget Narrative

**2023-25 Agency Request Budget by Fund  
Revenues by Fund Type**

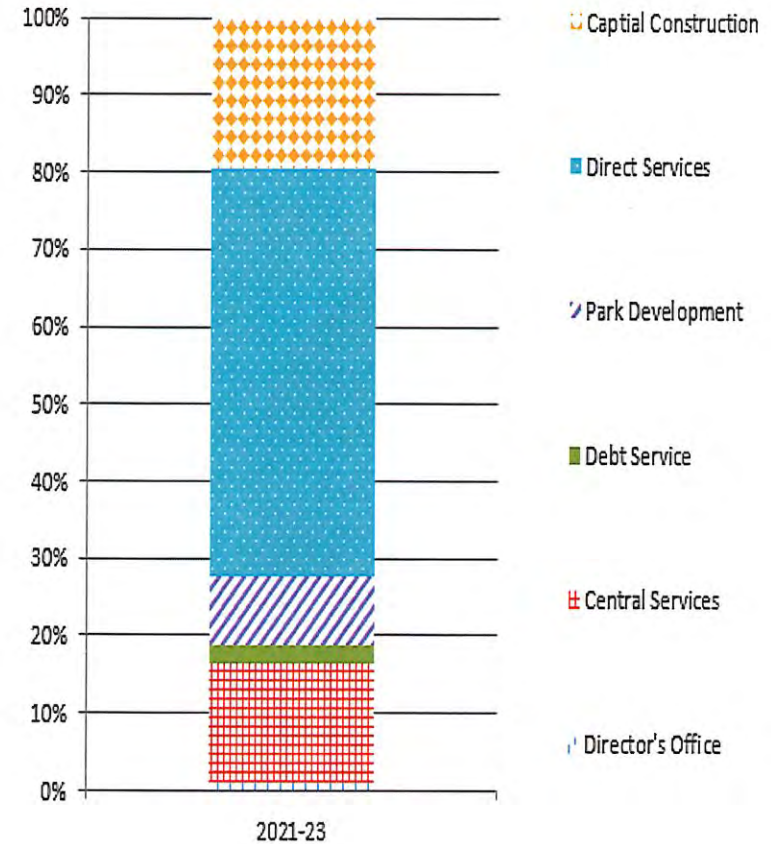
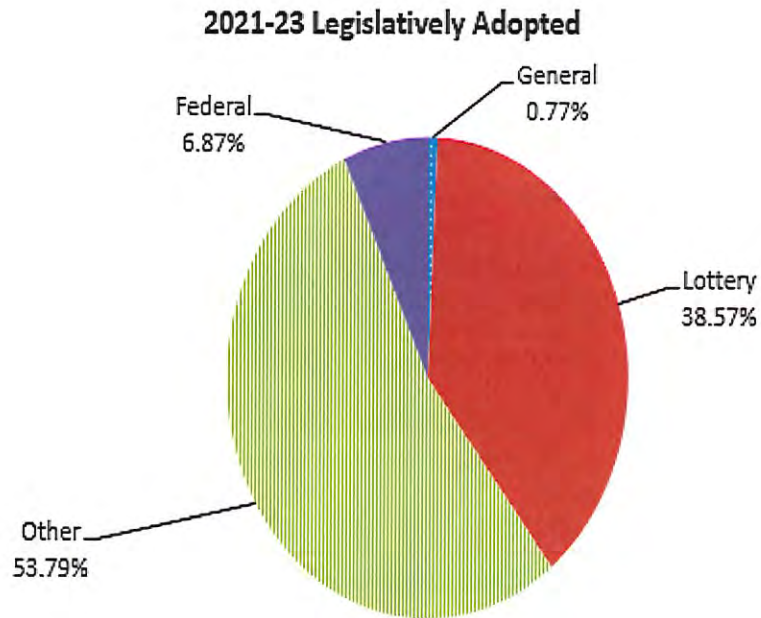


**2023-25 Agency Request Budget  
Breakdown of Revenue Source**



# Budget Narrative

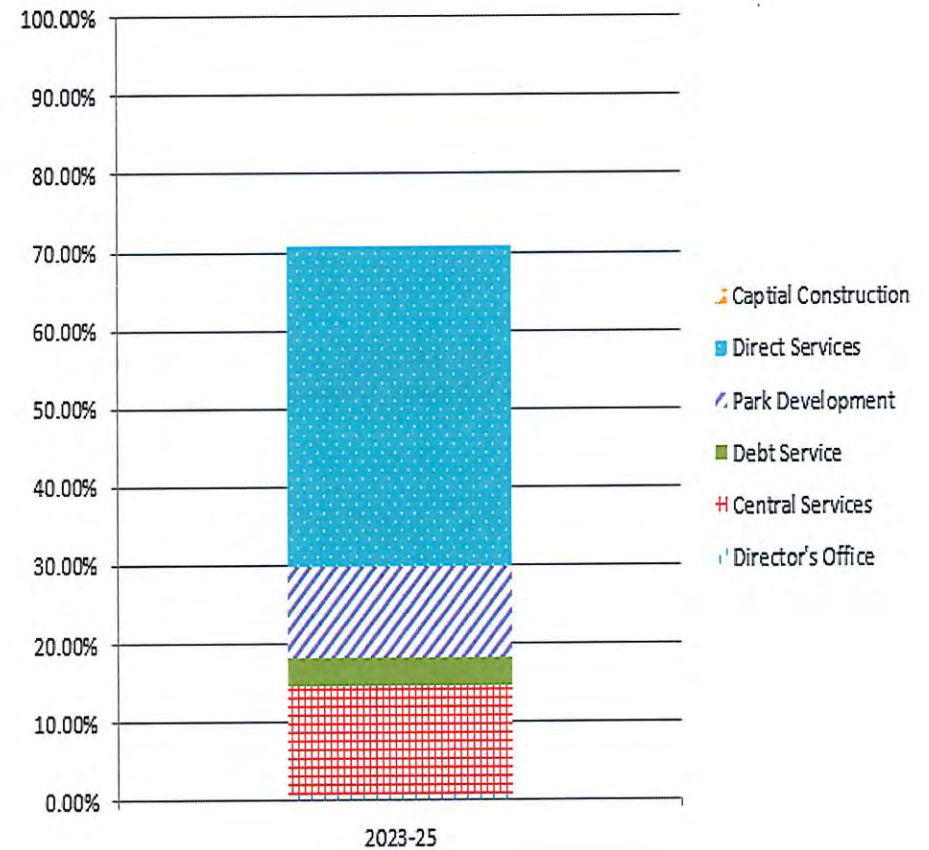
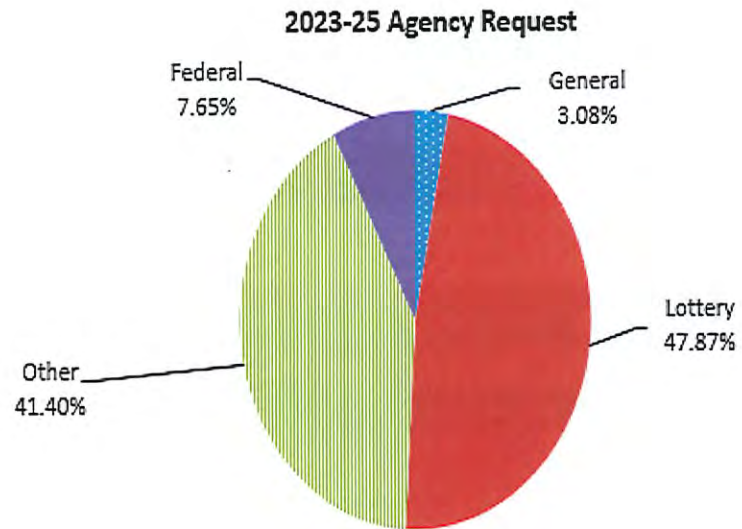
## 2021-23 Legislatively Adopted Budget by Program





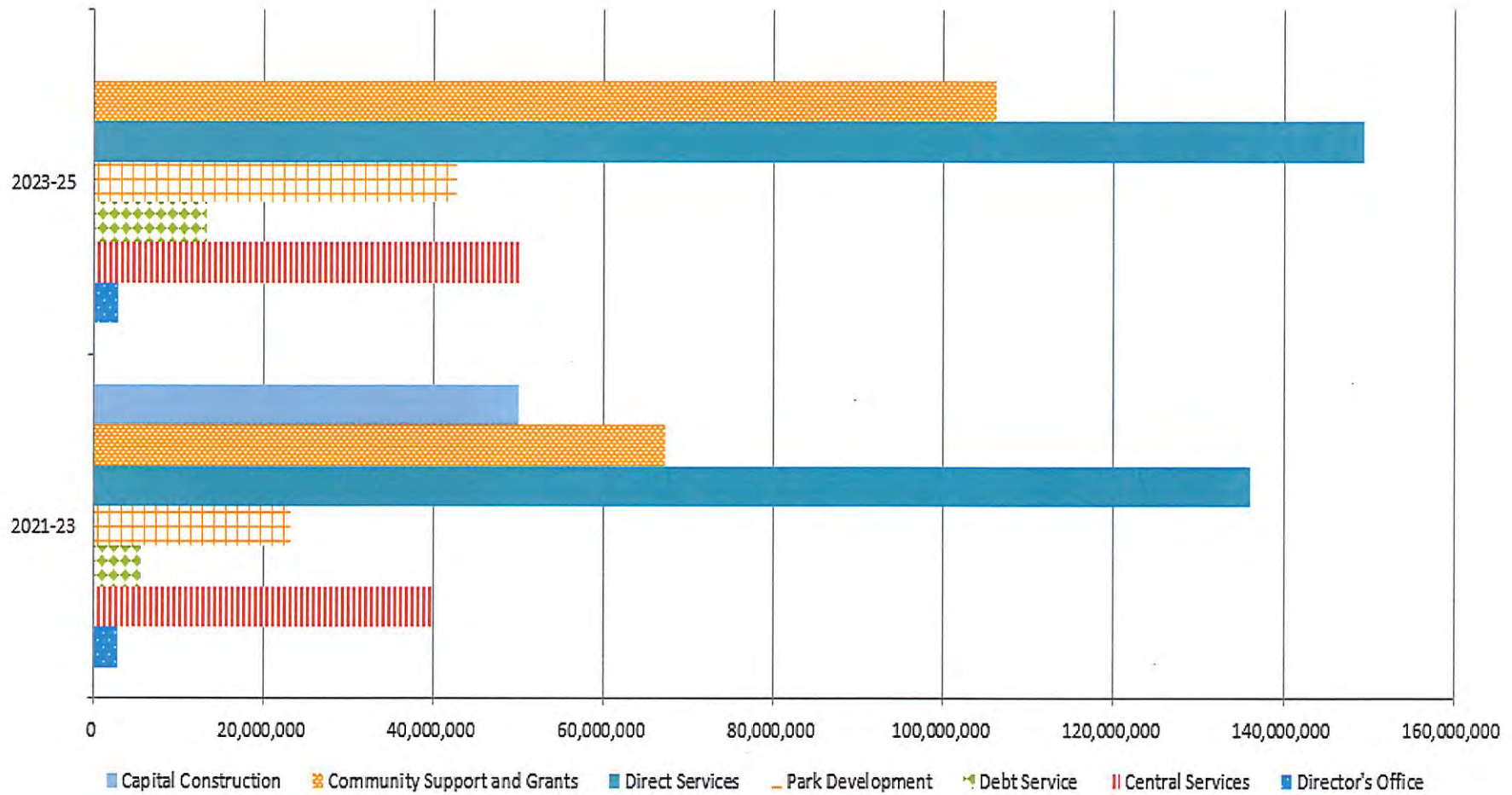
# Budget Narrative

## 2023-25 Agency Request Budget by Program



# Budget Narrative

## Comparison of 2021-23 Legislatively Adopted Budget to 2023-25 Agency Request Budget



## Budget Narrative

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### **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,
  - Coordination of interagency and inter-organizational recreation outreach, and
  - Management of the Office of Outdoor Recreation.
- 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,
  - State and federal tax incentive programs for Oregon Historic Properties, and
  - 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

Article XV, Section 8-Parks and Natural Resources Fund

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; Office of Outdoor Recreation; 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

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## Agency Strategic Plan

### Long-Range Plans

The Oregon Parks and Recreation Commission articulated principles that provide long-term, fundamental direction for the Department. These three principles have guided the development of Oregon's outdoor recreation and heritage services in one form or another since the state park system was created at the behest of Oregonians in 1922:

- Protecting Oregon's special places.
- Delivering great outdoor recreation and heritage experiences.
- Doing both things sustainably.

To deliver on this vision, the Oregon Parks and Recreation Department is engaged in long-range thinking on four fronts:

- Create a state heritage and outdoor recreation system that **welcomes every visitor**. This involves staff training, community outreach, and updates to facilities and design standards.
- Invest in **improvements to the way we deliver services**. This involves both capital expenditures through legislatively-approved bonds, and re-assigning positions to complete more frontline work.
- Push for an **evolution in the agency statutory structure**. OPRD will continue to develop its case to eventually seek exemptions from statutes related to procurement, printing, revenue and expenditure management, and other aspects of standard executive agency limitations.
- Adapt and improve **organization functions**. This involves creating better workplace practices for office and frontline settings that work in a post-COVID world, improving recruitment, and implementing better succession planning.

With support from Oregonians and policymakers, we will secure lasting success for the state park and heritage system as we emerge from the economic and social stresses of the last three years.

### 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—seven Oregonians appointed by the Governor and confirmed by the Senate. The Commission oversees the direction of the Department, and steers the agency through three main principles have been stated and restated in one

## Budget Narrative

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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 steady protection of Oregon's key outdoor recreation and heritage resources. Make strategic decisions about where and how to maintain facilities that create access to these special places.
2. **Provide great experiences:** give every Oregonian an opportunity to connect with enriching outdoor experiences and an honest perspective of land's history. The state park system, heritage programs, grants, and other agency services will be available and welcoming to members of every Oregon community.
3. **Take the long view:** continuously deliver on these commitments through good management and by finding the resources to operate and evolve the system. Dealing with aging infrastructure, social turbulence associated with the coronavirus and the pursuit of justice for all people, changing real-environmental conditions, and a workforce experiencing a wave of retirements all challenge future service delivery. Challenging conversations about whether and how to seek exemptions from standard statutes that apply to executive agency are an important part of taking the long view.

Each principle is fulfilled through short-term actions within each biennial budget and driven by long-term strategies.

### Principle 1: Protect Oregon's special places

The park system we enjoy today is because of the foresight of yesterday's leaders and the Oregon community. Policymakers, politicians and ordinary citizens took bold actions that set aside irreplaceable Oregon places. 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. To serve people in every community equally, this interlocking system should be seamless, regardless of landowner or boundary. Significant work remains to decide where and how to create public access points, and to make sure their operations and maintenance are funded well.

### Strategies

- Selectively secure outstanding habitats, historic places and scenic settings. Encourage public ownership through grants or public/private partnerships.
- Recognize outright Department ownership is just one of many options available. Bring policymakers across the business, nonprofit, and government sectors together to build consensus on strategies for protecting resources.
- Manage properties to ensure their environmental health and protect their beauty.
- Protect Oregon's ocean beaches and rocky shores.



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## **Principle 2: Provide great experiences**

The places OPRD protects provide opportunities to experience outdoor recreation and Oregon's heritage, and involves leading and supporting others to work cooperatively to meet every Oregonian's 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 new visitor 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. Examine the way services are delivered, staffed, and funded to ensure we're getting the most benefit out of every dollar spent.
- Create interconnected system of bicycle, hiking and water trails to position Oregon as a top-trails state in the U.S.
- Bring policymakers across the business, nonprofit, and government sectors together to build consensus on strategies for providing access to outdoor recreation in every corner of the state across jurisdictional boundaries, and encouraging participation by people in every community.
- Build community awareness of the funding and expertise available to protect and enhance community historic resources so they contribute to local quality of life.

## **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-plus. Social support for historic resources creates community success through willing engagement, rather than purely through regulation and mandates.

### **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.
- Apply sound planning, industry standards and technology to design, construct, and maintain the physical infrastructure of the park system. Thinking long-term, Oregon will require a decision to intentionally increase investment in some areas, and purposefully reduce investment in others, to create a balanced, sustainable portfolio of recreation and heritage services.

## Budget Narrative

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- Create mutual agreement and support from the full range of organizations that rely on continued access to healthy recreation and heritage resources—businesses, nonprofits, recreation management agencies.
- Strengthen the system's ability to maintain services during critical incidents like the COVID-19 outbreak in 2020 by exploring new revenue and governance models, such as seeking exemptions from standard statutes that hamper the agency's ability to control revenue and expenditures. Not all such statutory controls add value given the unique operational needs of an agency serving millions of state park visitors, issuing tens of millions in community grants, and providing expertise and resources for historic preservation.

### 2023-25 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.

#### Operations Division:

1. Provide on-the-ground operation of recreational properties – including parks that offer overnight accommodations,
2. Deliver the state park experience to visitors.
3. Manage the natural resources under agency stewardship, and statewide resources beyond the state park system boundary such as the ocean shore and designated scenic waterways.
4. Execute the Maintenance and Enhancement Program.
5. Manage the Acquisition and Development Program.
6. 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:

1. Manage all federal and state heritage programs
2. Coordinate programs that:
  - a. Advocate for historic cemetery conservation.
  - b. Advise on historic preservation policy.
  - c. Designate historic properties.
  - d. Protect historic and archaeological resources.
  - e. Provide grants to heritage programs.
  - f. Provide grants to museums and historical societies.



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The Administration Division includes the Director's Office:

1. Provide overall agency direction, support the Oregon State Parks and Recreation Commission, and operate the Office of Outdoor Recreation which facilitates private/public cooperation on statewide outdoor recreation policy.
2. Provide Financial Services including budget, accounting and payroll.
3. Provide statewide technology support to the agency.
4. Provide Human Resources, Risk and Safety Services.
5. Provide public services, communications, and service promotion including development and printing of brochures, media contacts, interpretation, and an extensive web presence including e-commerce services.
6. Provide lottery, other and federally funded outdoor recreation grants to local communities.
7. Provide grants for Oregon ATV safety, law enforcement, and riding opportunities, all of which occur outside the state park system.

A six-year capital construction appropriation was approved by the 2021 Legislature granting OPRD the proceeds from General Obligation Bonds. The bond proceeds are to be used for improvement and/or replacement of facilities and related infrastructure as well as modernization and expansion of campgrounds. The budget also includes General Fund to pay Debt Services on these bonds.

Debt service payments on bonds issued for Willamette Falls, Forest Park and Main Street 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.



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## 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, 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 – consult with and 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. Set user fees within a flexible range to keep them affordable, but earn revenue more in line with the high-quality Oregon State Park experience.

## Section 2: Budget Objectives

- a. Ensure the long-term sustainability of Oregon’s state park and heritage systems.
- b. Create outstanding 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

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### 2021-23 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 August 2021 Key Performance Measures report is located in the Special Reports section.



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### State-Owned Buildings and Infrastructure

Senate Bill 1067 (2017) placed requirements on state agencies that own buildings and infrastructure. OPRD owns buildings across the state; the buildings are a variety of parks related buildings such as: small offices, registration booths, rental cabins, picnic shelters, visitor centers, meeting halls, maintenance shops, storage sheds, pump houses and water treatment buildings. In addition, OPRD park related infrastructure such as roads, parking lots, hard stands, sidewalks, trails (for walking, hiking, biking, horseback riding), bridges, boardwalks, docks, gangways, fishing piers, playgrounds, pools, amphitheaters and utility systems.

Every biennium OPRD budgets funds in the Department's Facility Investment Program (FIP) for the maintenance and repair of park properties (\$22.4M at CSL); these are usually major maintenance projects. In addition, there are major preventive maintenance projects funded each biennium from FIP. OPRD also funds minor preventive maintenance projects from a portion of park user fees. Finally, park budgets include funding for routine ongoing maintenance projects. OPRD has a policy package to spend an addition \$16.25M on park repairs, maintenance and improvements during 2023-25. During 2023-25, the Department will also be spending a portion of the funds from the general obligation bonds received in the 2021 Legislative Session on maintenance, improvement and expansion projects

While the bill requires that agencies budget 2% of current replacement value for deferred maintenance, OPRD only has that information currently available for a portion of the Department's assets; the remainder have historic costs currently unavailable. OPRD is working to have current replacement value on all assets in the future. Below is a table summarizing OPRD's assets:

#### Oregon Parks and Recreation Department State Owned Buildings and Infrastructure Summary for Budget Book

	Agencywide	Breakdown by Region		
		Coast	Valley	Mountain
<b>Current Replacement Value</b>				
<b>Buildings</b>	<b>341,911,430</b>	<b>137,116,419</b>	<b>122,432,644</b>	<b>82,362,367</b>
<b>Docks, Gangways, Fishing Piers</b>	<b>13,217,391</b>	<b>1,487,608</b>	<b>6,619,373</b>	<b>5,110,410</b>
<b>Amphitheaters, Pools, Playgrounds</b>	<b>2,454,251</b>	<b>534,396</b>	<b>1,310,794</b>	<b>609,061</b>
<b>Roads, Parking, Hardstands, Sidewalks, Trails, Bridges, Boardw.</b>	<b>726,492,331</b>	<b>513,229,850</b>	<b>115,090,808</b>	<b>98,171,673</b>
<b>Utility Systems</b>	<b>141,760,294</b>	<b>70,913,249</b>	<b>35,758,086</b>	<b>35,088,959</b>
<b>Grand Total</b>	<b>1,225,835,697</b>	<b>723,281,522</b>	<b>281,211,705</b>	<b>221,342,470</b>

## Budget Narrative

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### **Major Information Technology Projects/Initiatives**

This section provides a summary of major information technology projects/initiatives that may exceed \$1,000,000 and follow the State CIO/LFO Stage Gate Process. Business case documents and a Project Prioritization Matrix are included in the Special Reports section of this budget document.

#### OPRD Campground Reservation System:

The purpose of this project is to improve business efficiency for park operations and the park user experience; both are currently limited by the existing reservation system. The project will identify the best technological solution that supports the needed business process improvements for providing reservations and park sales for the Oregon Parks and Recreation Department (OPRD). OPRD has used the existing reservation system since 1996, and although the product has evolved over time, it does not fully address all agency needs and is not as efficient and flexible to adapt to changing business practices and customer desires.

OPRD is legislatively mandated to manage the utilization of state parks and resources, “in a manner that upholds their scenic, historic, natural, cultural, and recreation values,” (OAR 736-010-0005, ORS 390.111, ORS 390.121). The reservation system helps the agency do this, and it is OPRD’s single most important technology investment seen by park users. For a park system of OPRD’s size (3rd in day-use attendance and 7th in overnight attendance nationally), a robust reservation system is a necessity. OPRD uses this system to process more than \$22 million in revenue annually, which represents over 400,000 nightly reservations. In addition, this system affects more than 220,000 customers and external partners, such as the Oregon Department of Forestry.

This system is vital to a variety of customers: individuals, families, groups, and small business providers who use state parks to recreate or as a staging place for delivering outdoor recreation activities. At a high level, the system supports Oregon’s tourism industry by connecting people with outdoor resources and bringing tourists into local communities. In the long-run, this system could be leveraged across the public campground system and provide a centralized location for county, city, and state park camping. Furthermore, this project aligns with two of the Governor’s current priorities – government efficiency and conserving Oregon’s beauty for future generations. This system has the opportunity to increase operational efficiency and thus “deliver quality public services efficiently and affordably” to Oregonians. It will also foster a “strong connection to nature” for young people by helping them spend time outdoors connecting with Oregon’s beauty and history. It’s this connection that will lead to passion for conserving Oregon and ensuring it remains the special place it is today.



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### OPRD Heritage Hub:

Since 2014, the Heritage Division has been working toward fulfillment of the vision for a centralized location-based cultural resource management system that would provide access, internally and externally, to cultural resource data the Division possesses and processes to administer state and federal programs. These cultural resources are the buildings, structures, places, collections, and institutions important to the state's history. The system will interweave all Division administered programs with each cultural resource touched and each external partner served. This technological tool is called the "Heritage Hub".

The implementation of the Heritage Hub being reviewed in the business case will create a modern platform accessible to internal staff and external customers. The benefits of implementing this platform are:

- Enhanced citizen satisfaction – Moving from program silos of information to easily accessible information across Division programs will result in a higher level of service, accountability and transparency when responding to external partners and the public.
- Improved business practices – Implementation of the Heritage Hub will automate many workflows currently in place. Staff efficiency will improve, response times will shorten, training time will be reduced, and business procedures will be better documented through enhanced visibility.
- Increased data management and quality – Enforced data standards and improved data integrity will enhance business practices and heighten the level of confidence in both Division staff and those served that the information available is accurate and complete in nature.
- Elevated availability of information – By tracking all cultural resources with a connection to all projects and all external partner interactions across programs more information will be available to internal and external Heritage Hub users. Increasing the available information related to a cultural resource will greatly enhance the making of sound preservation and policy decisions.

The Heritage Hub project supports Governor Brown's vision of "Moving Oregon Forward". As stated on the governor's priorities, to achieve this vision state government will be open, accessible and accountable; reflect the diverse experiences and communities of all Oregonians; and deliver services effectively and efficiently. The Heritage Hub project aims to do exactly that by specifically providing more transparency, providing more effective and efficient delivery of services, and by establishing business automation freeing valuable staff resources to focus on program and policy areas to better reflect the diversity of all Oregonians in the protection of cultural resources.

The Heritage Hub project supports the primary mission of OPRD by specifically raising the level of customer service and data management in the protection of cultural and historic resources for the enjoyment and education of present and future generations. This

## Budget Narrative

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project will support integration and cooperation with external partners in the heritage arena (federal government, Native American governments, local government, and local property owners).

### Website Modernization:

In recent years, OPRD has seen record visits to its properties and increased efforts to widen its audience to more proactively include historically underserved groups in the outdoors. To support those efforts both internally and with our external partners, OPRD developed a variety of applications and websites. However, over the years these systems became outdated and accumulated unsustainable amounts of technical debt. Rather than improving access, these systems placed barriers to our services for historically underserved groups as antiquated systems become difficult to update. Maintenance of these systems have been fragmented into siloed approaches that created extra expenses and limited access to data and services provided by OPRD.

OPRD needs to upgrade its core internal application and its digital presence including websites and social media. This project proposes integration to achieve a modern, optimized system that improves transparency and removes barriers to information to provide better services for all Oregonians by addressing four primary issues that are hampering the efficient and effective operation of OPRD:

1. The dated technology tools currently used to support applications and websites.
2. The attempts to meet business needs with less-than-optimal tools.
3. The unnecessary expense incurred to try and manage and update websites
4. 'Shadow IT' work utilized to meet website needs.

Through this project, OPRD will streamline and automate business processes allowing the Department to realize staff efficiencies and improved levels of service. "A Better Oregon Through Better Data" looks at leveraging data as a strategic asset and OPRD staff are prepared to upgrade systems and technologies to enhance service experience for the public. This project will also consolidate website management solutions to provide an opportunity to move to modern platforms that automate many of the tasks technical staff perform today. It will provide more capabilities for OPRD content managers allowing the Department to reduce operational costs while greatly improving the information and services provided to visitors.

This project is a comprehensive approach to best match the tools and technologies used for application development with website content management tools. This investment is an opportunity to further align and explore the State's IT best practices and priorities including but not limited to cloud forward; customer-centered digital transformation; higher security principals; modular implementation; and modern hosting technologies to improve services for the 50 million visitors who visit one of the over 250 state park properties each year.



# Budget Narrative

Agency Name: Oregon Parks and Recreation Department																			
2023-25 Biennium		Current Service Level																	
Agency Number: 63400																			
Program/Division Priorities for 2023-25 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 d Program (Y/N)	Included as Reductio n 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	61,727,538	65,892,895	2,467,099	\$ 130,087,532	747	480.01	N	Y					A policy package adds funding for the cost of utilities, increased seasonal months, various projects.
2	1	OPRD	Heritage prg	Heritage Programs	634.2,3	11	4,735,717	558,473	2,455,107	\$ 7,749,297	16	16.00	N	Y	FO	see below (a)	See notes with Criteria	Grant funds are carried over in a policy package. New staff are requested in a policy package.	
3	1	OPRD	FIP	Facilities Investment Program	634.1,4,5,6	11	15,175,672	5,193,124	1,989,320	\$ 22,358,116	0	0.00	N	Y					A policy package adds limitation for additional facilities maintenance, repair and improvements.
4	2	OPRD	Rec Grants	Recreation Grants	634.3	11	17,327,855	2,260,400	4,562,182	\$ 24,150,437	5	5.00	N	Y	FO	see below (b)	See notes with Criteria	Grant funds are carried over in a policy package, new staff requested in a policy package.	
5	2	OPRD	Acq	Property Acquisition Program	634.1,4,6	11	1,754,767			\$ 1,754,767			N	Y					A policy package adds limitation for additional property purchases.
6	2	OPRD	T&S	Trust and Dedicated Accounts	634.1,5,6	11	571,160	8,986,991		\$ 9,558,151			N	Y					A policy package adds funding for preventive maintenance and business accounts.
7	1	OPRD	Ext Relation	External Relationships - communication with the public, recreation research	634.1,6	11	2,616,336	2,748,181		\$ 5,364,517	17	16.22	N	Y					A policy package adds limitation for new staff.
8	3	OPRD	ATV Prog	ATV program and grants	634.3,4,6	11		14,010,452		\$ 14,010,452	5	5.00	N	Y					Grant funds are carried over in a policy package, additional limitation for more grants is in a policy package.



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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 d Program (Y/N)	Included as Reductio n 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	Willamette Falls Debt Service - includes Willamette Falls, Forest Park and Main Street bonds	11		4,145,780			\$ 4,145,780	0	0.00	N	N	D						
NR	NR	OPRD	DO/Comm	Director's Office and Commission	634.6.7	11	1,223,950	995,694		\$ 2,219,644	4	4.00	N	Y					-		
NR	NR	OPRD	Debt Svc	GO Bonds Debt Service - includes gen	0	11	9,070,940	0	0	\$ 9,070,940	0	0.00	N	N	D				A policy package adds limitation for new staff.		
NR	NR	OPRD	Off Outdoor	Office of Outdoor Recreation	634.1.6	11	0	398,248	0	\$ 398,248	1	1.00	N	Y					A policy package adds limitation for increased IT connectivity costs, IT projects and new staff.		
NR	NR	OPRD	Adm Svcs	Administrative functions - Acctg, Budget, IT, HR, Procurement, Volunteers, Risk and safety	634.1.6	11		18,505,924	18,505,924	\$ 36,779,853	65	65.00	N	Y							
							9,070,940	127,950,952	119,152,134	11,473,708	\$ 267,647,734	860	592.23								
							9070940	127950952	119152134	11473708	267647734	860	592.2								

## 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 - Natinal 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 "C's" 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 State Historic Preservation Office (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 \$123,805,172 Parks and Natural Resource Funds (Lottery), \$4,145,780 Lottery Funds, \$119,152,134 Other Funds, and \$11,473,708 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 69.41% 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 2023-25 and 2025-27)	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)
<b>1. Remove standard inflation.</b>	Eliminates the standard inflation of 4.2% (8.8% on Professional Services) granted during the budget building process.	\$1,870,209 LF \$2,416,359 OF \$ 465,862 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.
<b>2. Reduce small grant limitation.</b>	Agency will not seek small, one time grants that are Other or Federal funds for projects throughout the Department.	\$3,573,680 OF \$ 681,509 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.
<b>3. Reduce Acquisition program.</b>	Reduces funding available to the Department for the purchase of property.	\$684,037 LF	This reduction may impede the Department's efforts to acquire additional recreational opportunities and require the Department to forgo opportunities

## Budget Narrative

			to meet current and future needs, to protect significant resources, scenic and historic areas when they become available. Impacts KPM #4 Property Acquisition.
<b>4. Across the board 18.52% reductions to Services and Supplies and Capital Outlay in the Director's Office, Central Services and Direct Services.</b>	Take an across the board reduction in Other and Lottery Funds impacting primarily services and supplies where possible.	\$3,320,984 LF \$3,778,791 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.
<b>5. Across the board 10% reductions in the Heritage programs and grants, Grant Administration and the ATV program, trust and dedicated accounts.</b>	Take an across the board reduction in Other and Lottery Funds impacting primarily services/supplies where possible and grant awards where necessary.	\$ 178,213 LF \$2,146,383 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.
<b>6. Reduce facilities construction and maintenance program.</b>	Reduce funding available to the Department for maintenance, repair and enhancement of park properties.	\$6,327,074 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

## Budget Narrative

			and repairs. Program reductions will hinder the agency's efforts to 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 2023-25 Budget Oregon Parks and Recreation Department

	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other	Federal
<b>2021-23 LEGISLATIVELY ADOPTED BUDGET</b>	864	597.07	319,983,207	2,549,040	119,081,060	175,550,478	22,802,629		
<b>Emergency Board Actions (through 3/2022)</b>			4,474,498	11,294	2,253,545	2,157,824	51,835		
<b>2021-23 Legislatively Approved Budget</b>	864	597.07	324,457,705	2,560,334	121,334,605	177,708,302	22,854,464		
<b>Base Budget Adjustments:</b>									
Net Cost of 2021-23 Position Actions:									
Administrative, Biennialized E-Board, Phase-Out	(4)	(4.84)	2,971,726	(194,880)	1,555,022	1,501,730	109,854		
Estimated Cost of 2023-25 Merit Increase									
Base Debt Service Adjustment			7,657,308	6,838,380	818,928				
Base Nonlimited Adjustment									
Capital Construction Adjustment			(50,000,000)			(50,000,000)			
<b>Subtotal: 2023-25 Base Budget</b>	860	592.23	285,086,739	9,203,834	123,708,555	129,210,032	22,964,318		
<b>Essential Packages:</b>									
<b>Package No. 010</b>									
Vacancy Factor (Increase)/Decrease			(314,132)		(155,669)	(145,723)	(12,740)		
Non-PICS Personal Service Increase/(Decrease)			94,051		49,773	42,697	1,581		
Subtotal			(220,081)		(105,896)	(103,026)	(11,159)		
<b>Package No. 021/022</b>									
021 - Phased-In Programs Excl. One-Time Costs									
022 - Phase-Out Programs and One-Time Costs			(25,328,634)	(132,894)		(13,250,474)	(11,945,266)		
Subtotal			(25,328,634)	(132,894)		(13,250,474)	(11,945,266)		
<b>Package No. 031/032/033</b>									
Cost of Goods & Services Increase/(Decrease)			6,195,427		3,414,506	2,315,106	465,815		
State Govt Service Charges Increase/(Decrease)			1,914,283		933,787	980,496			
Subtotal			8,109,710		4,348,293	3,295,602	465,815		
<b>Package No. 040</b>									
Mandated Caseload Increase/(Decrease)									
<b>Package No. 050</b>									
Fund Shifts									
<b>Package No. 060</b>									
Technical Adjustments									
<b>Subtotal: 2023-25 Current Service Level Budget</b>	860	592.23	267,647,734	9,070,940	127,950,952	119,152,134	11,473,708		
<b>2023-25 Current Service Level - Page 1 Subtotal</b>	860	592.23	267,647,734	9,070,940	127,950,952	119,152,134	11,473,708		
<b>Package No. 070</b>									
Revenue Shortfalls									
<b>Subtotal: 2023-25 Modified Current Service Level</b>	860	592.23	267,647,734	9,070,940	127,950,952	119,152,134	11,473,708		

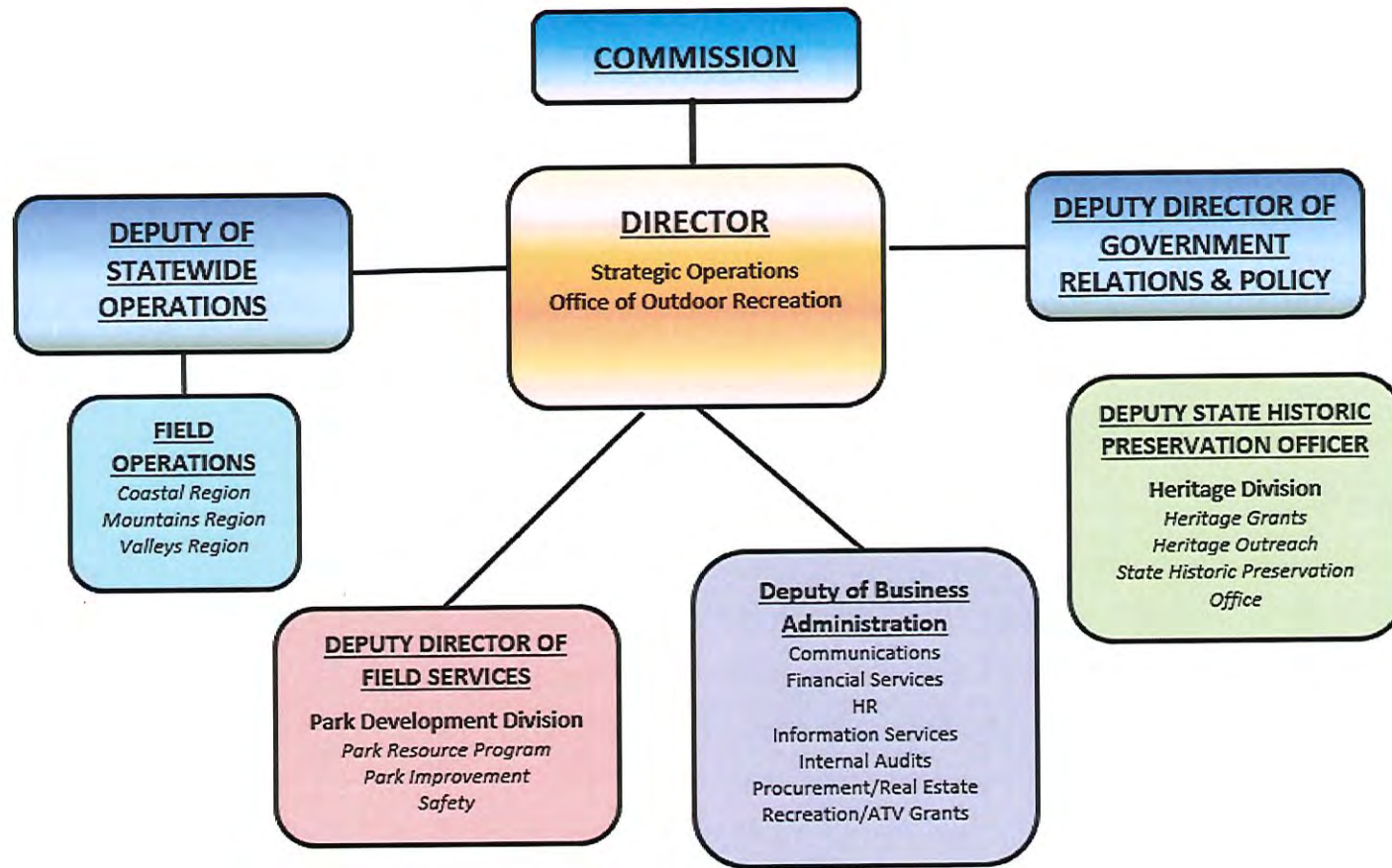


## Budget Narrative

	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other	Federal
<b>Emergency Board Packages:</b> (List ORBITS Package number and title)									
<b>Subtotal Emergency Board Packages</b>									
<b>Policy Packages:</b>									
101 Fund operational cost increases			487,693		237,896	249,797			
102 Honor past grant award obligations			13,202,893			10,058,414	3,144,479		
103 Increase local govt grants to 25% of Lottery			17,695,497		17,695,497				
104 Carryover 21-23 mandated higher Lottry grants			17,848,188		17,848,188				
105 Authorize increased federal recreation grants			7,924,772				7,924,772		
106 Replace/upgrade 2009 park reservation system			2,275,000			2,275,000			
107 Increase ranger hrs due to record visitation		30.27	4,633,905		2,260,405	2,373,500			
108 Invest in park repaairs and improvements			16,250,000			16,250,000			
109 Add service and supply \$ to match visitation			1,632,868		727,154	905,714			
110 Implement agency efficiency legislation			214,206		104,490	109,716			
111 Implement ATV safety program improvement			30,620			30,620			
112 Add staff to handle higher work volume	8	7.04	1,709,335		1,047,604	661,731			
113 Invest in secure and reliable computer tech	6	5.28	4,310,773		761,344	3,549,429			
114 State park customer service projects			3,429,356		267,976	3,161,380			
115 Authoize increased state ATV grant fund			3,000,000			3,000,000			
116 Add new parklands to overloaded system			2,245,233		2,245,233				
<b>Subtotal Policy Packages</b>	14	42.59	96,890,339		43,195,787	42,625,301	11,069,251		
<b>Total: 2023-25 Budget</b>	874	634.82	364,538,073	9,070,940	171,146,739	161,777,435	22,542,959		
<b>Percent Change From 2021-23 Leg. Approved</b>	1.2%	6.3%	12.4%	254.3%	41.1%	-9.0%	-1.4%	0.0%	0.0%
<b>Percent Change From Current Service Level Budget</b>	1.6%	7.2%	36.2%	0.0%	33.8%	35.8%	96.5%	0.0%	0.0%

# Budget Narrative

## Oregon Parks and Recreation Department 2023-25 Organization Chart



**Parks & Recreation Dept**
**Agency Number: 63400**
**Agencywide Program Unit Summary**
**Version: V - 01 - Agency Request Budget**
**2023-25 Biennium**

<i>Summary Cross Reference Number</i>	<i>Cross Reference Description</i>	<i>2019-21 Actuals</i>	<i>2021-23 Leg Adopted Budget</i>	<i>2021-23 Leg Approved Budget</i>	<i>2023-25 Agency Request Budget</i>	<i>2023-25 Governor's Budget</i>	<i>2023-25 Leg. Adopted Budget</i>
089-00-00-00000	<b>Capital Construction</b>						
	Other Funds	-	50,000,000	50,000,000	-	-	-
100-10-00-00000	<b>Directors Office</b>						
	General Fund	-	316,480	327,774	-	-	-
	Lottery Funds	1,270,462	1,516,564	1,544,673	1,729,599	-	-
	Other Funds	1,277,622	936,428	941,758	1,108,468	-	-
	All Funds	2,548,084	2,769,472	2,814,205	2,838,067	-	-
200-10-00-00000	<b>Central Services</b>						
	General Fund	-	2,232,560	2,232,560	9,070,940	-	-
	Lottery Funds	17,736,964	22,391,204	22,753,415	26,523,880	-	-
	Other Funds	15,591,585	19,930,100	20,275,801	27,841,362	-	-
	All Funds	33,328,549	44,553,864	45,261,776	63,436,182	-	-
300-10-00-00000	<b>Park Development</b>						
	Lottery Funds	11,944,967	16,211,363	16,211,363	19,175,672	-	-
	Other Funds	4,230,753	4,983,804	4,983,804	21,443,124	-	-
	Federal Funds	(48,381)	1,892,853	1,892,853	1,989,320	-	-
	All Funds	16,127,339	23,088,020	23,088,020	42,608,116	-	-
400-10-00-00000	<b>Direct Services</b>						
	Lottery Funds	46,509,131	59,096,649	60,791,613	65,589,534	-	-
	Other Funds	57,540,921	71,121,977	72,872,425	81,357,547	-	-

 \_\_\_\_ Agency Request  
 2023-25 Biennium

\_\_\_\_ Governor's Budget

 \_\_\_\_ Legislatively Adopted  
 Agencywide Program Unit Summary - BPR010



**Parks & Recreation Dept****Agency Number: 63400**Agencywide Program Unit Summary  
2023-25 Biennium

Version: V - 01 - Agency Request Budget

<i>Summary Cross Reference Number</i>	<i>Cross Reference Description</i>	<i>2019-21 Actuals</i>	<i>2021-23 Leg Adopted Budget</i>	<i>2021-23 Leg Approved Budget</i>	<i>2023-25 Agency Request Budget</i>	<i>2023-25 Governor's Budget</i>	<i>2023-25 Leg. Adopted Budget</i>
<b>400-10-00-00000</b>	<b>Direct Services</b>						
	Federal Funds	741,208	2,415,941	2,427,072	2,467,099	-	-
	All Funds	104,791,260	132,634,567	136,091,110	149,414,180	-	-
<b>500-10-00-00000</b>	<b>Community Support and Grants</b>						
	Lottery Funds	14,563,046	19,865,280	20,033,541	58,128,054	-	-
	Other Funds	15,363,092	28,578,169	28,634,314	30,026,934	-	-
	Federal Funds	8,786,013	18,493,835	18,534,539	18,086,540	-	-
	All Funds	38,712,151	66,937,284	67,202,394	106,241,528	-	-
<b>TOTAL AGENCY</b>							
	General Fund	-	2,549,040	2,560,334	9,070,940	-	-
	Lottery Funds	92,024,570	119,081,060	121,334,605	171,146,739	-	-
	Other Funds	94,003,973	175,550,478	177,708,102	161,777,435	-	-
	Federal Funds	9,478,840	22,802,629	22,854,464	22,542,959	-	-
	All Funds	195,507,383	319,983,207	324,457,505	364,538,073	-	-



# Budget Narrative

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## Revenue Discussion

### **Park User Revenues**

The Oregon Parks and Recreation Department (OPRD) collects user fees for overnight camping, 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 Department'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 and 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.

HB 2318 enacted by the 2017 Legislature provides that the Oregon Parks and Recreation Commission may adopt rules setting a range of changes for camping fees and the Director may vary fees within those ranges. Camping site rental fees may be increased for certain site types to help offset the costs of fee waivers, and to better align with current market rates.

SB 794 approved during the 2021 Legislative session directs the Oregon Parks and Recreation Department to charge an additional 25% to nonresidents for use of recreational vehicles (RV) in full hook-up sites on park property.

#### **Day Use Revenues**

The OPRD currently charges a day use parking fee at 25 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 facility reservations at 43 reservable parks. Customers may call a toll-free number or online through the Department's reservation system to reserve facilities up to six months in advance. Reservation fees are also charged at selected parks for use of group shelters, meeting halls, and select day use facilities. Revenue to the Department is reduced by a fee charged for each reservation made online by Active Networks – the Department's provider for online 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 OPRD and all 36 Oregon counties. The Oregon Department of Transportation (ODOT) collects these fees, deducts administrative

## Budget Narrative

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costs, then transfers the remaining funds to OPRD for use and distribution to the counties, with the counties share at 45% and OPRD's at 55%.

Of the 45% counties share distributed by OPRD, 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, annual figures for the 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 are 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%, with up to 25% if a biennium's net proceeds deposited in the parks and natural resources fund increases by more than 50% above the amount transferred in the 2009-11 biennium, of the Lottery funds received by the Department 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 biennia 2019-21 through 2023-25:

Lottery Received, Expended, and Carried Forward					
	2019-21 Actuals	2021-23 Legislatively Approved Budget	2023-25 Agency Request Budget	2023-25 Governor's Budget	2023-25 Legislatively Adopted Budget
Beginning Balance	40,682,117	30,831,701	55,718,671		
Lottery Transfer	89,915,596	123,744,386	140,131,289		
Interest	679,166	906,366	906,366		
Expended	(89,727,027)	(115,754,209)	(171,146,739)		
Ending Balance	41,549,852	39,728,244	25,609,587	0	0
Dedicated Funds:					
Local Government Grant Program	7,390,565	8,181,838	8,325,568		
Cash Flow	7,121,880	9,804,780	11,475,480		
Salary/Benefit Reserve		4,579,211	5,325,698		
Reserve for LGGP*		16,101,743	16,101,743		
Reserve for ODOT funding issue					
Reserve for Technology updates					
Total Dedicated	14,512,445	38,667,572	41,228,489	0	0
*Local Government Grant Program shift from 12 to 25%					

### 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

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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	2019-21 Actual	2021-23 Legislatively Approved	2021-23 Estimated	2023-25		
						Agency Request	Governor's Budget	Legislatively Adopted
<b><u>Lottery Funds</u></b>								
Interest Earnings	Lot	0605	679,166	906,366	906,366	906,366	-	-
Interest Earnings (Non-Dedicated Lottery - Non-Measure 76)	Lot	0605	18,118	-	-	-	-	-
<b>Transfers-In</b>								
Intrafund	Lot	1010	-	-	-	-	-	-
From Dept. Adminst Serv (Dedicated Lottery - Measure 76)	Lot	1107	89,994,821	123,859,555	133,885,374	136,119,213	-	-
From Dept. Adminst Serv (Non-Dedicated Lottery - Non-Measure 76)	Lot	1107	2,279,425	3,325,195	3,325,195	4,145,780	-	-
From Department of Forestry	Lot							
<b>Intrafund</b>	Lot	2010	-	-	-	-	-	-
Administrative Services	Lot	2107	-	-	-	-	-	-
Dept. of Forestry	Lot	2629	(79,225)	(115,169)	(115,169)	(133,704)	-	-
To Oregon Department of Transportation	Lot	2730	-	-	-	-	-	-
<b>Total Lottery Funds</b>	Lot		92,892,305	127,975,947	138,001,766	141,037,655	-	-
<b><u>Other Funds (Limited)</u></b>								
Park User Fees	Oth	0255	53,254,045	60,918,606	65,382,800	64,980,074	-	-
Other Nonbusiness Lic & Fees	Oth	0210	1,903,961	1,748,475	1,770,626	2,314,701	-	-
Federal Revenues - Svc Contracts	Oth	0410	-	-	-	-	-	-
Charges for Services	Oth	0410	67,363	-	-	4,842	-	-
Rents and Royalties	Oth	0510	1,663,336	-	6,342,165	-	-	-
Interest Earnings	Oth	0605	2,414,598	3,595,572	1,011,327	1,101,267	-	-
Sales Income	Oth	0705	2,551,746	4,013,400	1,393,504	3,429,747	-	-
Donations	Oth	0905	673,000	-	-	-	-	-
Grants (Non-Fed)	Oth	0910	104,335	-	-	-	-	-
Other Revenues	Oth	0975	1,536,846	8,453,207	5,594,347	8,555,069	-	-
Bond Proceeds	Oth	0565	-	60,964,553	60,964,553	-	-	-
<b>Transfers-In</b>								
Intrafund	Oth	1010	1,028,016	-	-	16,250,000	-	-
From Dept. Adminst Serv	Oth	1107	-	-	-	-	-	-
Oregon Military Department	Oth	1248	875,341	-	335,575	-	-	-
From Marine Board	Oth	1250	767,669	400,000	400,000	400,000	-	-
Oregon Dept of Energy	Oth	1330	-	-	-	-	-	-
OR Business Development	Oth	1123	241,558	260,000	260,000	313,724	-	-
From Oregon Dept of State Lands	Oth	1141	-	-	-	-	-	-
From Oregon Department of Forestry	Oth	1629	-	-	-	-	-	-
From Oregon Department of Transportation	Oth	1730	55,707,046	57,020,697	61,403,576	60,941,965	-	-
From Dept of Fish/Wildlife	Oth	1635	-	-	-	-	-	-

# Budget Narrative

## DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2019-21 Actual	2021-23 Legislatively Approved	2021-23 Estimated	2023-25		
						Agency Request	Governor's Budget	Legislatively Adopted
Transfers-Out								
Intrafund	Oth	2010	-	-	-	(16,250,000)	-	-
To Counties	Oth	2080	(14,909,826)	(15,634,249)	(17,967,576)	(16,105,204)	-	-
To Oregon Department of Transportation	Oth	2730	(583,370)	(715,483)	(783,335)	(823,804)	-	-
To OR Business Development	Oth	2123	-	-	-	-	-	-
To Dept. of Agriculture	Oth	2603	(6,890)	-	-	-	-	-
To Dept. of Forestry	Oth	2629	(1,492,513)	(1,672,269)	(1,672,269)	(2,117,393)	-	-
To Oregon State Police	Oth	2257	(463,946)	(894,602)	(894,602)	(1,001,954)	-	-
<b>Total Other Funds</b>	Oth		105,332,315	178,457,907	183,540,692	121,993,034	-	-
<b><u>Federal Funds (Limited)</u></b>								
Federal Funds	Fed	0995	9,485,730	22,802,629	22,811,469	22,542,959	-	-
Oregon Department of Transportation	Fed	1730	-	-	-	-	-	-
Oregon Military Dept	Fed	1248	-	-	-	-	-	-
Transfers-Out								
To Dept of Fish/Wildlife	Fed	2635	-	-	-	-	-	-
To Dept of Forestry	Fed	2629	-	-	-	-	-	-
<b>Total Federal Funds - Limited</b>	Fed		9,485,730	22,802,629	22,811,469	22,542,959	-	-
<b>TOTAL LIMITED</b>			207,710,350	297,375,385	344,353,927	285,573,648	-	-
<b>Lottery, Other, and Federal Funds</b>			207,710,350	329,236,483	344,353,927	285,573,648	-	-



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

Parks & Recreation Dept  
2023-25 Biennium

Agency Number: 63400

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

<i>Source</i>	2019-21 Actuals	2021-23 Leg Adopted Budget	2021-23 Leg Approved Budget	2023-25 Agency Request Budget	2023-25 Governor's Budget	2023-25 Leg. Adopted Budget
<b>Lottery Funds</b>						
Interest Income	697,284	906,366	906,366	906,366	-	-
Tsfr From Administrative Svcs	92,274,246	127,184,750	133,518,166	140,264,993	-	-
Tsfr To Forestry, Dept of	(79,225)	(115,169)	(115,169)	(133,704)	-	-
<b>Total Lottery Funds</b>	<b>\$92,892,305</b>	<b>\$127,975,947</b>	<b>\$134,309,363</b>	<b>\$141,037,655</b>	-	-
<b>Other Funds</b>						
Non-business Lic. and Fees	1,903,961	2,279,065	2,279,065	2,314,701	-	-
Park User Fees	53,254,045	60,388,016	60,388,016	64,980,074	-	-
Charges for Services	67,363	-	-	4,842	-	-
Rents and Royalties	1,663,336	-	-	-	-	-
General Fund Obligation Bonds	-	50,750,000	50,750,000	-	-	-
Lottery Bonds	-	10,214,553	10,214,553	-	-	-
Interest Income	2,414,598	3,595,572	3,595,572	1,101,267	-	-
Sales Income	2,551,746	4,013,400	4,013,400	3,429,747	-	-
Donations	673,000	-	-	-	-	-
Grants (Non-Fed)	104,335	-	-	-	-	-
Other Revenues	1,536,846	8,453,208	8,453,208	8,555,069	-	-
Transfer In - Intrafund	-	-	-	16,250,000	-	-
Tsfr From Administrative Svcs	1,028,016	-	-	-	-	-
Tsfr From OR Business Development	241,558	260,000	260,000	313,724	-	-
Tsfr From Military Dept, Or	875,341	-	-	-	-	-
Tsfr From Marine Bd, Or State	767,669	400,000	400,000	400,000	-	-
Tsfr From Transportation, Dept	55,707,046	57,020,697	57,020,697	60,941,965	-	-
Transfer Out - Intrafund	-	-	-	(16,250,000)	-	-
Transfer to Counties	(14,909,826)	(15,634,249)	(15,634,249)	(16,105,204)	-	-

\_\_\_\_ Agency Request  
2023-25 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  
2023-25 Biennium

Agency Number: 63400

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

<i>Source</i>	2019-21 Actuals	2021-23 Leg Adopted Budget	2021-23 Leg Approved Budget	2023-25 Agency Request Budget	2023-25 Governor's Budget	2023-25 Leg. Adopted Budget
<b>Other Funds</b>						
Tsfr To Police, Dept of State	(463,946)	(894,602)	(894,602)	(1,001,954)	-	-
Tsfr To Forestry, Dept of	(1,492,513)	(1,672,269)	(1,672,269)	(2,117,393)	-	-
Tsfr To Transportation, Dept	(583,370)	(715,483)	(715,483)	(823,804)	-	-
<b>Total Other Funds</b>	<b>\$105,339,205</b>	<b>\$178,457,908</b>	<b>\$178,457,908</b>	<b>\$121,993,034</b>	<b>-</b>	<b>-</b>
<b>Federal Funds</b>						
Federal Funds	9,485,730	22,802,629	22,854,464	22,542,959	-	-
Tsfr To Agriculture, Dept of	(6,890)	-	-	-	-	-
<b>Total Federal Funds</b>	<b>\$9,478,840</b>	<b>\$22,802,629</b>	<b>\$22,854,464</b>	<b>\$22,542,959</b>	<b>-</b>	<b>-</b>

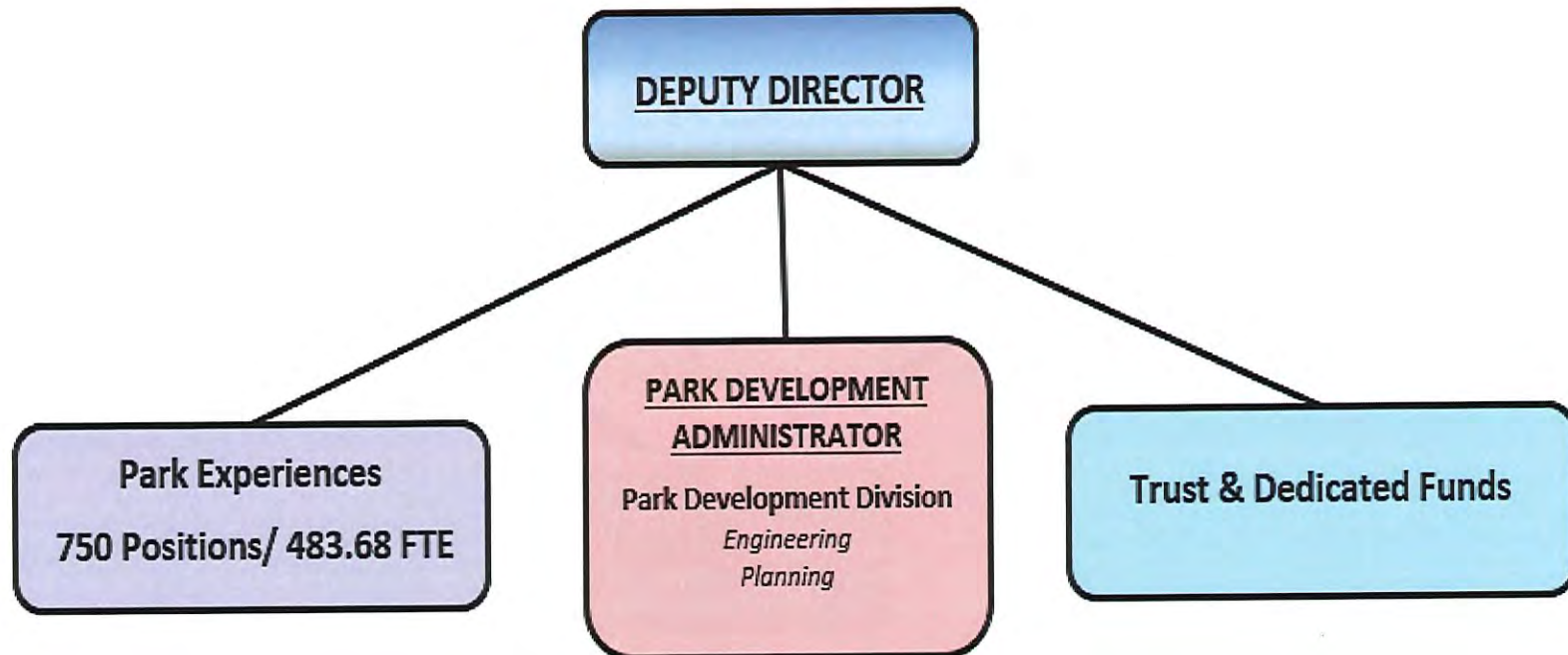
## Budget Narrative

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Direct Services

Program Description

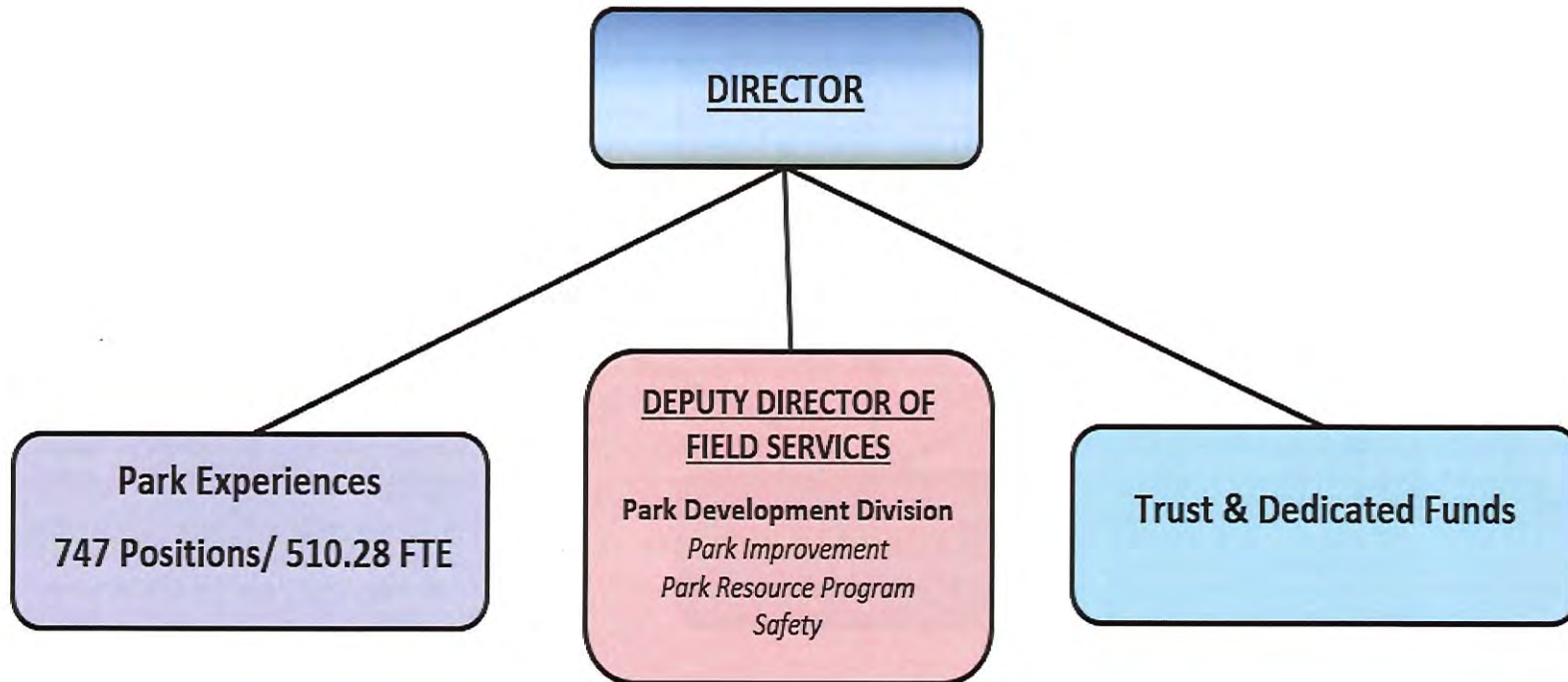
### Oregon Parks and Recreation Department Direct Services 2021-23



## Budget Narrative

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### Oregon Parks and Recreation Department Direct Services 2023-25





# Budget Narrative

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## Direct Services

### Executive Summary

The Oregon State Park system, one of the most popular in the nation, delivers consistent, high quality direct services through more than 56 million park visits 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 100-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. The COVID-19 crisis reduced the demand for long-distance travel, resulting in record-breaking demand on the state park system at a time when two of its three funding streams—Lottery and park visitor revenue—became unstable due to economic measures instituted to contain the spread of infection. To reduce expenses, Direct Services expenditures were dramatically reduced in the 2019-21 biennium through layoffs and hiring freezes, with some recovery in 2021-23.

### Program Description

Park experiences create vivid memories that enrich the lives of millions of 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
- A commitment to high-quality interpretation.

This program consists of *state park operations* (directly providing state park experiences to Oregonians and people traveling here from out of state), *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 113,000 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 and cultural resource stewardship, environmental and historic interpretation, forest management, and volunteer management.

## Budget Narrative

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*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.

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 around 500 visitors per state park acre in Oregon, nearly seven times the national average.

### **Program Justification and Link to 10-Year Outcome**

The Direct Services program that provides Oregon's state park system symbolizes the State's commitment to responsible environmental stewardship. When people think of Oregon, they think of its quality parks and 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 natural resource stewardship, and presents 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.

Aligned with the State's 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

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## **Program Performance**

The Oregon state park system is among the most popular in the nation, with around 500 visitors per acre, the highest in the nation.

## **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**

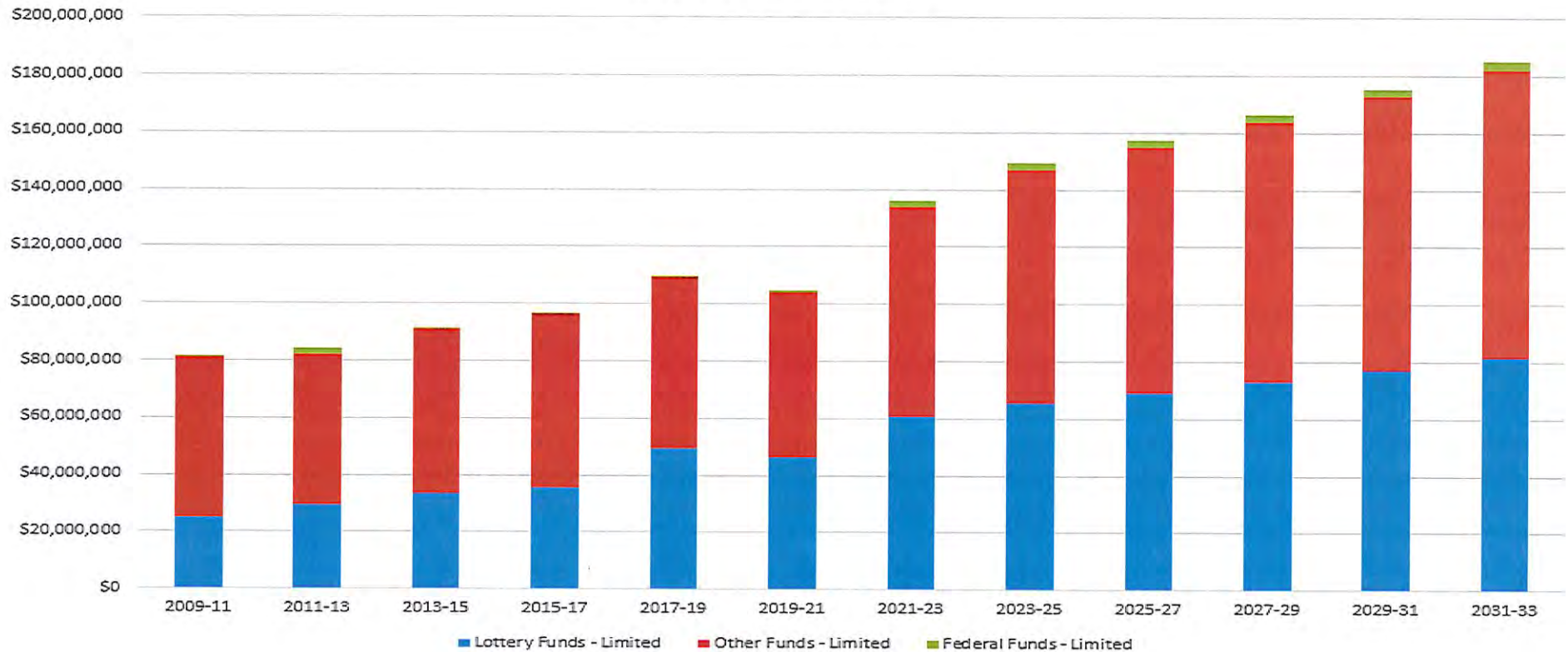
Direct Services are funded by Other Funds (mostly user fee revenue from park visitors and recreational vehicle licensees), dedicated Lottery Funds, and Federal Funds (in the form of grants and transfers from other agencies).

*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.



## Budget Narrative

### Direct Services



#### **Significant Proposed Program Changes from 2021-23**

Coping with increased popularity in the face of mounting environmental pressures from wildfires and drought drives the 2023-25 budget. Policy Option Package 107 includes \$4.6 million to increase the number of hours park rangers can work to provide public services as record-breaking visitation is expected to continue for the foreseeable future. Package 109 mirrors this increase in labor expenditure with a boost of \$1.6 million for necessary services and supplies used to operate parks on a daily basis, and Package 114 provides \$3.1 million to cover increased costs for printing park permits, long over-due improvements to heavily-used Willamette River greenway park parcels, and other service improvements for park visitors.

## 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. In 2021, the state park system provided people with 3 million camper nights and 53.7 million day visits. Based on visitor surveys, around 60% of visits are by Oregon residents. Campsite rental prices are kept slightly below market averages, and 90% of state park properties are free from parking fees so access to state parks is available to as many people as possible. Campers who do not reside in Oregon pay 25% more than Oregonians to rent a recreational vehicle campsite. The revenue generated by these and other sources of visitor revenue comprises more than a third of the expenditures necessary to deliver the service. 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

<b>Direct Services:</b>							
	General	Lottery	Other	Federal	Total Funds	Positions	FTE
Park Experiences		65,018,374	69,975,556	2,467,099	137,461,029	747	510.28
Trust & Dedicated Funds		571,160	11,381,991	0	11,953,151		
Total	0	65,589,534	81,357,547	2,467,099	149,414,180	747	510.28

### 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 enduring record-breaking visitation.
- Ongoing challenges associated with a heavily restricted number of management position for a dispersed, statewide service.
- Recruitment and retention of quality staff, especially in the face of extraordinary high housing costs and low supply.
- Difficulties in securing adequate law enforcement support.
- Economic uncertainty produced by restrictions on travel and businesses that produce Lottery revenue.



## Budget Narrative

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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 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 drivers for the Direct Services program are park visitation and sudden, unpredictable closures due to wildfire and drought, which deprives parks of key water-based recreation and increases the odds of toxic algal blooms. Visitation over the past several years has generally been increasing. The system provided 2.4 million camper nights and 41.5 million day visits in 2010, and 3 million camper nights and 53.6 million day visits in 2021, roughly a 25% increase. Record-breaking increases in park day visits do not directly translate to revenue since only 10% of state parks charge for parking, and only the largest campgrounds come close to breaking even due to economies of scale. Population growth leads to gradual, increasing levels of park use. Unpredictable fluctuations in attendance are due primarily to weather, wildfire, drought, and storm damage. The agency safety and risk unit, which serves mainly internal audiences but also advises on formulation of public-facing policies and rules, is experiencing increasing demand for its time as park visitation increases at a time when wildfire and heat incidents are also more prevalent. The increase in visitation poses an extra challenge on safety staff, given the larger number of inexperienced visitors, and the extra care that must be taken to manage in a way that reduces the odds of injury.

### **Expected results from the 2023-25 budget for the program unit.**

The expected results from the 2023-25 budget are the provision of 100-plus million quality park visits, and the ongoing protection and enhancement of park natural and cultural 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 (visitors 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 three core principles are:



## Budget Narrative

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- 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.
  - Convey human stories to park visitors.
- Connect People to Meaningful Outdoor Experiences
  - 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.
  - Efficiently deliver quality services to Oregonians from every community regardless of background.
- 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.

### **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 a small amount of 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 allow the Department to offset those losses, with the Departments' 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.

## Budget Narrative

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- 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 biennium, it is not possible to list specific revenue sources. The Department has no accurate way to gauge how ongoing economic uncertainty will affect revenue.
  - 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, and other goods 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 2023-25 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
<b>2021-23 LEGISLATIVELY ADOPTED BUDGET</b>	750	483.68	132,634,566		59,096,648	71,121,977	2,415,941		
<b>Emergency Board Actions (through 3/2022)</b>			3,456,543		1,694,964	1,750,448	11,131		
<b>2021-23 Legislatively Approved Budget</b>	750	483.68	136,091,109		60,791,612	72,872,425	2,427,072		
<b>Base Budget Adjustments:</b>									
Net Cost of 2021-23 Position Actions:									
Administrative, Biennialized E-Board, Phase-Out	(2)	(2.67)	2,222,444		1,082,609	1,132,079	7,756		
Estimated Cost of 2023-25 Merit Increase									
Base Debt Service Adjustment									
Base Nonlimited Adjustment									
Capital Construction Adjustment									
<b>Subtotal: 2023-25 Base Budget</b>	748	481.01	138,313,553		61,874,221	74,004,504	2,434,828		
<b>Essential Packages:</b>									
<b>Package No. 010</b>									
Vacancy Factor (Increase)/Decrease			(302,536)		(137,943)	(151,853)	(12,740)		
Non-PICS Personal Service Increase/(Decrease)			47,833		20,792	26,954	87		
Subtotal			(254,703)		(117,151)	(124,899)	(12,653)		
<b>Package No. 021/022</b>									
021 - Phased-In Programs Excl. One-Time Costs									
022 - Phase-Out Programs and One-Time Costs			(80,000)				(80,000)		
Subtotal			(80,000)				(80,000)		
<b>Package No. 031/032/033</b>									
Cost of Goods & Services Increase/(Decrease)			1,826,375		619,452	1,081,999	124,924		
State Govt Service Charges Increase/(Decrease)									
Subtotal			1,826,375		619,452	1,081,999	124,924		
<b>Package No. 040</b>									
Mandated Caseload Increase/(Decrease)									
<b>Package No. 050</b>									
Fund Shifts									
<b>Package No. 060</b>									
Technical Adjustments	(1)	(1.00)	(159,542)		(77,824)	(81,718)			
<b>Subtotal: 2023-25 Current Service Level Budget</b>	747	480.01	139,645,683		62,298,698	74,879,886	2,467,099		
<b>2023-25 Current Service Level - Page 1 Subtotal</b>	747	480.01	139,645,683		62,298,698	74,879,886	2,467,099		
<b>Package No. 070</b>									
Revenue Shortfalls									
<b>Subtotal: 2023-25 Modified Current Service Level</b>	747	480.01	139,645,683		62,298,698	74,879,886	2,467,099		



## Budget Narrative

Direct Services	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited	
								Other	Federal
<b>Emergency Board Packages:</b>									
(List ORBITS Package number and title)									
<b>Subtotal Emergency Board Packages</b>									
<b>Policy Packages:</b>									
101 Fund operational cost increases			371,724		181,327	190,397			
102 Honor past grant award obligations									
103 Increase local govt grants to 25% of Lottery									
104 Carryover 21-23 mandated higher Lottry grants									
105 Authorize increased federal recreation grants									
106 Replace/upgrade 2009 park reservation system									
107 Increase ranger hrs due to record visitation		30.27	4,633,905		2,260,405	2,373,500			
108 Invest in park repaairs and improvements									
109 Add service and supply \$ to match visitation			1,632,868		727,154	905,714			
110 Study agency efficiency legislation									
111 Implement ATV safety program improvement									
112 Add staff to handle higher work volume									
113 Invest in secure and reliable computer tech									
114 State park customer service projects			3,130,000		121,950	3,008,050			
115 Authoize increased state ATV grant fund									
116 Add new parklands to overloaded system									
<b>Subtotal Policy Packages</b>		30.27	9,768,497		3,290,836	6,477,661			
<b>Total: 2023-25 Budget</b>	747	510.28	149,414,180		65,589,534	81,357,547	2,467,099		
<b>Percent Change From 2021-23 Leg. Approved</b>	-0.4%	5.5%	9.8%	0.0%	7.9%	11.6%	1.6%	0.0%	0.0%
<b>Percent Change From Current Service Level Budget</b>	0.0%	6.3%	7.0%	0.0%	5.3%	8.7%	0.0%	0.0%	0.0%



# Budget Narrative

## DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2019-21 Actual	2021-23 Legislatively Approved	2021-23 Estimated	2023-25		
						Agency Request	Governor's Budget	Legislatively Adopted
<b><u>Lottery Funds</u></b>								
Interest Earnings	Lot	0605						
Interest Earnings (Non-Dedicated Lottery - Non-Measure 76)	Lot	0605						
Transfers-In								
Intrafund	Lot	1010						
From Dept. Adminst Serv (Dedicated Lottery - Measure 76)	Lot	1107	46,585,760	59,211,818	64,004,722	65,723,238		
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	(76,629)	(115,169)	(115,169)	(133,704)		
To Oregon Department of Transportation	Lot	2730						
<b>Total Lottery Funds</b>	Lot		46,509,131	59,096,649	63,889,553	65,589,534	-	-
<b><u>Other Funds (Limited)</u></b>								
Park User Fees	Oth	0255	29,297,804	36,076,344	38,704,070	44,446,766		
Other Nonbusiness Lic & Fees	Oth	0210				541,202		
Federal Revenues - Svc Contracts	Oth	0410						
Charges for Services	Oth	0410	54,662					
Rents and Royalties	Oth	0510	1,663,336		6,342,165			
Interest Earnings	Oth	0605	376,590	314,794	78,661	86,175		
Sales Income	Oth	0705	2,531,356	4,013,400	1,393,504	3,429,747		
Donations	Oth	0905	475,205					
Grants (Non-Fed)	Oth	0910	104,335					
Other Revenues	Oth	0975	212,017	6,181,221	4,080,532	4,454,989		
Bond Proceeds	Oth	0565						
Transfers-In								
Intrafund	Oth	1010	1,028,016					
From Dept. Adminst Serv	Oth	1107						
Oregon Military Department	Oth	1248	875,341		335,575			
From Marine Board	Oth	1250	440,400	400,000	400,000	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						
From Oregon Department of Transportation	Oth	1730	22,842,864	23,995,019	26,521,464	24,530,487		
From Dept of Fish/Wildlife	Oth	1635						

# Budget Narrative

## DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBIT'S Revenue Acct	2019-21 Actual	2021-23 Legislatively Approved	2021-23 Estimated	2023-25		
						Agency Request	Governor's 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	(83,282)	(120,929)	(120,929)	(140,392)		
To Oregon State Police	Oth	2257						
<i>Total Other Funds</i>	Oth		59,818,644	70,859,849	77,735,042	77,748,974	-	-
<b><u>Federal Funds (Limited)</u></b>								
Federal Funds	Fed	0995	741,208	2,415,941	2,587,303	2,467,099		
Oregon Department of Transportation	Fed	1730						
Oregon Military Dept	Fed	1248						
Transfers-Out								
To Dept of Fish/Wildlife	Fed	2635						
To Dept of Forestry	Fed	2629						
<i>Total Federal Funds - Limited</i>	Fed		741,208	2,415,941	2,587,303	2,467,099	-	-
<b>TOTAL LIMITED</b>			107,068,983	132,372,439	144,211,898	145,805,607	-	-
<b>Lottery, Other, and Federal Funds</b>			107,068,983	132,372,439	144,211,898	145,805,607	-	-



## Budget Narrative

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### Direct Services

#### 010 Non-PICS Psnl Svc / Vacancy Factor

##### Package Description

This package includes standard inflation of 4.2% 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 plus the return of the hiring slow down limitation reduction.

## 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	All Funds	
				Temporary Appointments					15,614	14,130		29,744	
				Overtime Payments					11,409	11,980		23,389	
				Shift Differential					5,220	5,481		10,701	
				All Other Differential					279	293		572	
				Public Employees Retire Cont					3,030	3,182		6,212	
				Pension Bond Contribution					(59,399)	(55,187)	87	(114,499)	
				Social Security Taxes					2,488	2,439		4,927	
				Unemployment Assessments					32,855	34,498		67,353	
				Paid Family Medical Leave Insurance					68	71		139	
				Mass Transit Tax					9,228	10,067		19,295	
				Vacancy Savings					(137,943)	(151,853)	(12,740)	(302,536)	
Total Personal Services								-	(117,151)	(124,899)	(12,653)	(254,703)	
SERVICES AND SUPPLIES													
Total Services and Supplies								-	-	-	-	-	
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	
TOTAL REQUESTS								-	(117,151)	(124,899)	(12,653)	(254,703)	
TOTAL POSITIONS/FTE			Pos	FTE									

## Budget Narrative

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### Direct Services

#### 022 Phase-out Program and One-time Costs

##### Package Description

This package phases out limitation related to policy packages from the 2021-23 biennium.

- Project funding from the Bureau of Reclamation (BOR) for Prineville State Park,



## 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	All Funds
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4100	Instate Travel											-
4150	Employee Training											-
4175	Office Expenses											-
4200	Telecommunications											-
4475	Facilities Maintenance											-
4575	Agency Program Related S&S										(\$0,000)	(\$0,000)
4650	Other Services and Supplies											-
4700	Expendable Prop 250-5000											-
Total Services and Supplies								-	-	-	(\$0,000)	(\$0,000)
CAPITAL OUTLAY												
												-
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
												-
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$0	\$0	(\$80,000)	(\$80,000)
TOTAL POSITIONS/FTE			Pos	FTE								

## Budget Narrative

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### Direct Services

#### 031 Standard Inflation

##### Package Description

This package includes standard inflation of 4.2% for all Services and Supplies, Capital Outlay and Special Payments unless otherwise described below. In addition, Professional Services accounts are granted 8.8% 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	All Funds
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4100	Instate Travel								15,416	14,801		30,217
4125	Out of State Travel								535	386		921
4150	Employee Training								7,772	6,460		14,232
4175	Office Expenses								18,952	57,211		76,163
4200	Telecommunications								15,025	15,115		30,140
4250	Data Processing								35	37		72
4275	Publicity and Publications								4,215	9,221		13,436
4300	Professional Services								82,879	100,514	66,774	250,167
4375	Employee Recruitment and Develop								479	503		982
4400	Dues and Subscriptions								119	125		244
4425	Facilities Rental and Taxes								536	2,101		2,637
4450	Fuels and Utilities								111,892	119,401		231,293
4475	Facilities Maintenance								91,322	144,838	5,758	241,918
4500	Food and Kitchen Supplies								4,854	5,097		9,951
4575	Agency Program Related S and S								88,891	292,718	52,392	434,001
4650	Other Services and Supplies								50,660	163,742		214,402
4700	Expendable Prop 250 - 5000								8,827	14,049		22,876
4715	IT Expendable Prop								20	21		41
Total Services and Supplies								-	502,429	946,340	124,924	1,573,693
CAPITAL OUTLAY												
5350	Industrial and Heavy Equipment								34,074	37,633		71,707
5450	Agricultural Equip. and Mach.								7,981	8,448		16,429
5650	Land Improvements								29,074	35,013		64,087
5700	Building Structures								15,036	20,110		35,146
5900	Other Capital Outlay								7,210	9,624		16,834
Total Capital Outlay								-	93,375	110,828	-	204,203
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$595,804	\$1,057,168	\$124,924	\$1,777,896
TOTAL POSITIONS/FTE			Pos	FTE								



## Budget Narrative

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### 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	All Funds	
Total Personal Services								-	-	-	-	-	
SERVICES AND SUPPLIES													
4450	Fuels and Utilities											-	
4575	Agency Program Related S and S								23,648	24,831		48,479	
Total Services and Supplies								-	23,648	24,831	-	48,479	
CAPITAL OUTLAY													
												-	
												-	
Total Capital Outlay								-	-	-	-	-	
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	
TOTAL REQUESTS								-	\$23,648	\$24,831	\$0	\$48,479	
TOTAL POSITIONS/FTE			Pos	FTE									

## Budget Narrative

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### Direct Services

#### 060 Technical Adjustments

##### Package Description

This package includes adjustments related to moving a Park Ranger 2 to Central Services. This position has been converted to an administrative support position.



# Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.		060 Technical Adjustments						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	All Funds
OAO C8435	Park Ranger 2	1	1			(95,136)	(64,406)					

# Budget Narrative

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## Direct Services

### 101 Fund Operational Cost Increase

#### Package Description

The purpose of this package is to increase expenditure limitation for specific operational cost that are increasing faster than inflation or are due to changes in operations, generally outside the Department's control.

#### 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, travel 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; \$198,801.
- 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; \$172,923.

#### 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:

\$237,896 Lottery Funds, \$249,797 Other Funds



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No. 101 Fund operational cost increases								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	All Funds
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4475	Fuels and Utilities								96,975	101,826		198,801
4575	Agency Program Related S and S								84,352	88,571		172,923
												-
Total Services and Supplies								-	181,327	190,397	-	371,724
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
6025	Dist to Other Gov Unit											-
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$181,327	\$190,397	\$0	\$371,724
TOTAL POSITIONS/FTE			Pos	FTE								



# Budget Narrative

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## Direct Services

### 107 Increase Ranger Hours to Due Record Visitation

#### Package Description

The purpose of this package is to expand the duration of seasonal staff due to the increased annual visitation of the Oregon parks system.

#### How Achieved:

This will be achieved by adjusting season lengths for three different classifications.

Park Ranger 1 (PR1) positions will increase their season to at least 18 months per biennium. This will allow more working months for these positions that require enforcement, project management, maintenance, and higher-level abilities. Currently, these positions are very challenging to recruit the skill set needed because of a lack of housing for positions that may be only six months per biennium. Additionally, due to the increased visitation, these positions need to be expanded to help with the increased maintenance needs of the park such as equipment maintenance, building maintenance, and grounds maintenance.

Park Ranger Assistant (PRA) positions will increase their season to a minimum of eight months per biennium. This will allow for more staff to assist in covering the general park operation needs such as processing campers, cleaning facilities, and basic maintenance. Currently, visitation has expanded beyond the traditional camping season (Memorial Day through Labor Day) to now include beginning of May through October, but agency FTE available for these positions has not expanded to match. Also, having these positions be longer will better help parks prepare the facilities in the spring before the visitors arrive for the busy season by providing more staff for basic tasks such as mowing, trimming, painting, etc.

For Park Specialists (PS) positions will all move to permanent, full-time. This will allow the PS positions to help cover the increases in administrative duties that are placed on these positions, which include tasks such as assisting with hiring, on boarding new employees, revenue processing, etc.

#### Staffing Impact:

Increase all Park Ranger 1 to a minimum 0.75 FTE – 10.65 Total FTE

Increase all Park Ranger Assistant to a minimum 0.33 FTE – 16.62 Total FTE

## Budget Narrative

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Increase all Park Specialists to 1.00 FTE – 3.00 Total FTE

### Quantifying Results:

Expanding the annual length of duration for seasonal 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.

### Revenue Source:

\$2,260,405 Lottery Funds, 2,373,500 Other Funds



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.		107 Increase ranger hrs due to record visitation								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	All Funds
OBO C8434	Park Ranger 1		10.65									-
OBO C8433	Park Ranger Assistant		16.62									-
OAO C8445	Park Specialist		3									-
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## Budget Narrative

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### Direct Services

#### 109 Add Service and Supply Allocation to Match Visitation

##### Package Description

The purpose of this package is to increase expenditure limitation for specific operational cost to align with current growth in the state parks system.

##### How Achieved:

With the significant growth in visitor activity throughout the state parks system, the Department faces rising costs greater than basic standard and rate inflation. While the Department does all it can to control costs, increased activity are causing an erosion of limitation available to operate and maintain the park system. These major increases include local utility rates alongside demand increasing biennium to biennium, additional facility use from the growth of overnight and day use activity, new equipment to support needed workload efficiencies due to resource availability, more required safety trainings and equipment, and inflation rates on general supplies growing at a rate quicker than the increase in limitation.

##### 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:

\$727,154 Lottery Funds, \$905,714 Other Funds

## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY													
Package No.	109 Add services and supply \$ to match visitation								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	All Funds	
Total Personal Services								-	-	-	-	-	
SERVICES AND SUPPLIES													
4100	Instate Travel								25,693	23,075		48,768	
4125	Out of State Travel								891	643		1,534	
4150	Employee Training								12,953	9,970		22,923	
4175	Office Expenses								31,587	84,199		115,786	
4200	Telecommunications								25,042	25,192		50,234	
4250	Data Processing								59	62		121	
4275	Publicity and Publications								7,025	7,377		14,402	
4300	Professional Services								57,996	60,288		118,284	
4375	Employee Recruitment and Develop								798	838		1,636	
4400	Dues and Subscriptions								199	209		408	
4425	Facilities Rental and Taxes								893	938		1,831	
4450	Fuels and Utilities								186,486	195,814		382,300	
4475	Facilities Maintenance								122,113	135,522		257,635	
4500	Food and Kitchen Supplies								8,090	8,495		16,585	
4575	Agency Program Related S and S								148,151	249,935		398,086	
4650	Other Services and Supplies								84,433	87,674		172,107	
4700	Expendable Prop 250 - 5000								14,712	15,448		30,160	
4715	IT Expendable Prop								33	35		68	
Total Services and Supplies								-	727,154	905,714	-	1,632,868	
CAPITAL OUTLAY													
5350	Industrial and Heavy Equipment											-	
5450	Agricultural Equip. and Mach.											-	
5650	Land Improvements											-	
5700	Building Structures											-	
5900	Other Capital Outlay											-	
Total Capital Outlay								-	-	-	-	-	
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	
TOTAL REQUESTS								-	\$727,154	\$905,714	\$0	\$1,632,868	
TOTAL POSITIONS/FTE				Pos	FTE								



## Budget Narrative

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### Direct Services

#### 114 State Park Customer Service Projects

##### Package Description

The purpose of this package is to build upon work underway to improve and develop infrastructure and facilities on Willamette River Greenway (WRG) properties, expand electric vehicle charging in the field and meet future infrastructure needs for both the public and for internal fleet use, provided additional limitation for developing and maintaining river-oriented recreation facilities on the Lower Deschutes River, and increasing limitation for trust and dedicated funds.

##### How Achieved:

If approved, CXT vault restrooms will be installed at four key Greenways identified by staff stretching from Eugene to Portland. The four sites identified will also have parking and access improvements to better meet ADA standards and universal accessibility. In addition to the CXT restrooms, portable toilets with handwash stations will be purchased for an additional 3-5 Greenways with good staff access for regular maintenance. The installation of the CXT's and parking/access improvements will be completed through construction contracts. Portable toilets will be purchased by OPRD staff using our procurement processes. The estimated cost for completing these improvements is \$315,000.

Adding electric vehicle charging stations in day use parking lots, campgrounds, and Department fleet parking areas will allow the agency to meet future visitor, technology, and infrastructure needs. The agency has a commitment to reduce greenhouse gases and allow for electric vehicle charging for both the public and the internal fleet. A policy outlining the day use, overnight in campground use, and for internal fleet use will also be critical to meeting these needs and ensuring that these programs have the proper structure to operate successfully. Currently, there is a pilot project for day use parking lot Level 2 charging with donations from the private company and a non-profit. This project can be expanded to go beyond the currently slated 15-17 parks totaling 40-50 chargers, and this package should aim to double that number. Campgrounds can look at upgrading campsites with electricity to accommodate Level 1 charging. The sites already accommodate RV plugs and Level 1 EV charging is comparable. Potential upgrades and other infrastructure updates may have to be made. Fleet charging should include Level 1 and 2 options pending the average miles driven and the distance required to drive throughout the management units. The park managers and fleet manager can help determine what the needs are at each location. For most places, finding electricity to accommodate Level 1 charging for a few vehicles should be fairly easy. The initial estimated cost for completing project is \$250,000.



## Budget Narrative

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Each biennium, a portion of the Deschutes River Boater Pass revenue should be dedicated for long-term facility preventative maintenance, replacement, and additional enhancements to benefit the public. This package will dedicate an amount of funding needs to be built into the Boater Pass Program for restroom replacements on the river. The estimated cost for completing these improvements is \$170,000.

Finally, as attendance continues to grow to record levels for both day use and overnight camping, revenues associated with visitation has followed a similar trend. This package increases expenditure limitation for the use of these increased revenues in the parks system. The request is \$2,395,000.

### Staffing Impact:

None

### Quantifying Results:

The success of this request is through increased visitor use without major degradation of the natural resources. The Department will use tools such as traffic counters along with staff observations and interactions with the public to gauge the numbers and types of use and park staff will monitor the natural resource impacts to ensure the parking and facilities are adequate for the use. With that, as the Department moves towards more electric vehicle use, this package will ultimately be needed for OPRD to allow a smooth implementation and increased use of the opportunities to charge electric vehicles. The Department will also see continued reduction in the percentage of deferred projects on the river, or in the average age of the facilities last repair or replacement. In addition, 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:

\$121,950 Lottery Funds, \$2,838,050 Other Funds, \$170,000 Deschutes Boaters Pass Revenue

## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No. 114 State park customer service projects								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	All Funds
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4300	Professional Services									117,382		117,382
4475	Facilities Maintenance									1,038,857		1,038,857
4575	Agency Program Related S and S								121,950	1,097,267		1,219,217
4650	Other Services and Supplies									754,544		754,544
												-
Total Services and Supplies								-	121,950	3,008,050	-	3,130,000
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
6025	Dist to Other Gov Unit											-
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$121,950	\$3,008,050	\$0	\$3,130,000
TOTAL POSITIONS/FTE			Pos	FTE								

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

Parks & Recreation Dept  
2023-25 Biennium

Agency Number: 63400

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

Source	2019-21 Actuals	2021-23 Leg Adopted Budget	2021-23 Leg Approved Budget	2023-25 Agency Request Budget	2023-25 Governor's Budget	2023-25 Leg. Adopted Budget
<b>Lottery Funds</b>						
Tsfr From Administrative Svcs	46,585,760	59,211,818	60,906,782	65,723,238	-	-
Tsfr To Forestry, Dept of	(76,629)	(115,169)	(115,169)	(133,704)	-	-
<b>Total Lottery Funds</b>	<b>\$46,509,131</b>	<b>\$59,096,649</b>	<b>\$60,791,613</b>	<b>\$65,589,534</b>	-	-
<b>Other Funds</b>						
Non-business Lic. and Fees	-	530,590	530,590	541,202	-	-
Park User Fees	29,297,804	35,545,754	37,296,202	44,446,766	-	-
Charges for Services	54,662	-	-	-	-	-
Rents and Royalties	1,663,336	-	-	-	-	-
Interest Income	376,590	314,794	314,794	86,175	-	-
Sales Income	2,531,356	4,013,400	4,013,400	3,429,747	-	-
Donations	475,205	-	-	-	-	-
Grants (Non-Fed)	104,335	-	-	-	-	-
Other Revenues	212,017	6,181,221	6,181,221	4,454,989	-	-
Tsfr From Administrative Svcs	1,028,016	-	-	-	-	-
Tsfr From Military Dept, Or	875,341	-	-	-	-	-
Tsfr From Marine Bd, Or State	440,400	400,000	400,000	400,000	-	-
Tsfr From Transportation, Dept	22,842,864	23,995,019	23,995,019	24,530,487	-	-
Tsfr To Forestry, Dept of	(83,282)	(120,929)	(120,929)	(140,392)	-	-
<b>Total Other Funds</b>	<b>\$59,818,644</b>	<b>\$70,859,849</b>	<b>\$72,610,297</b>	<b>\$77,748,974</b>	-	-
<b>Federal Funds</b>						
Federal Funds	741,208	2,415,941	2,427,072	2,467,099	-	-
<b>Total Federal Funds</b>	<b>\$741,208</b>	<b>\$2,415,941</b>	<b>\$2,427,072</b>	<b>\$2,467,099</b>	-	-

\_\_\_\_ Agency Request  
2023-25 Biennium

\_\_\_\_ Governor's Budget

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



## Budget Narrative

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### Park Development

### Program Description

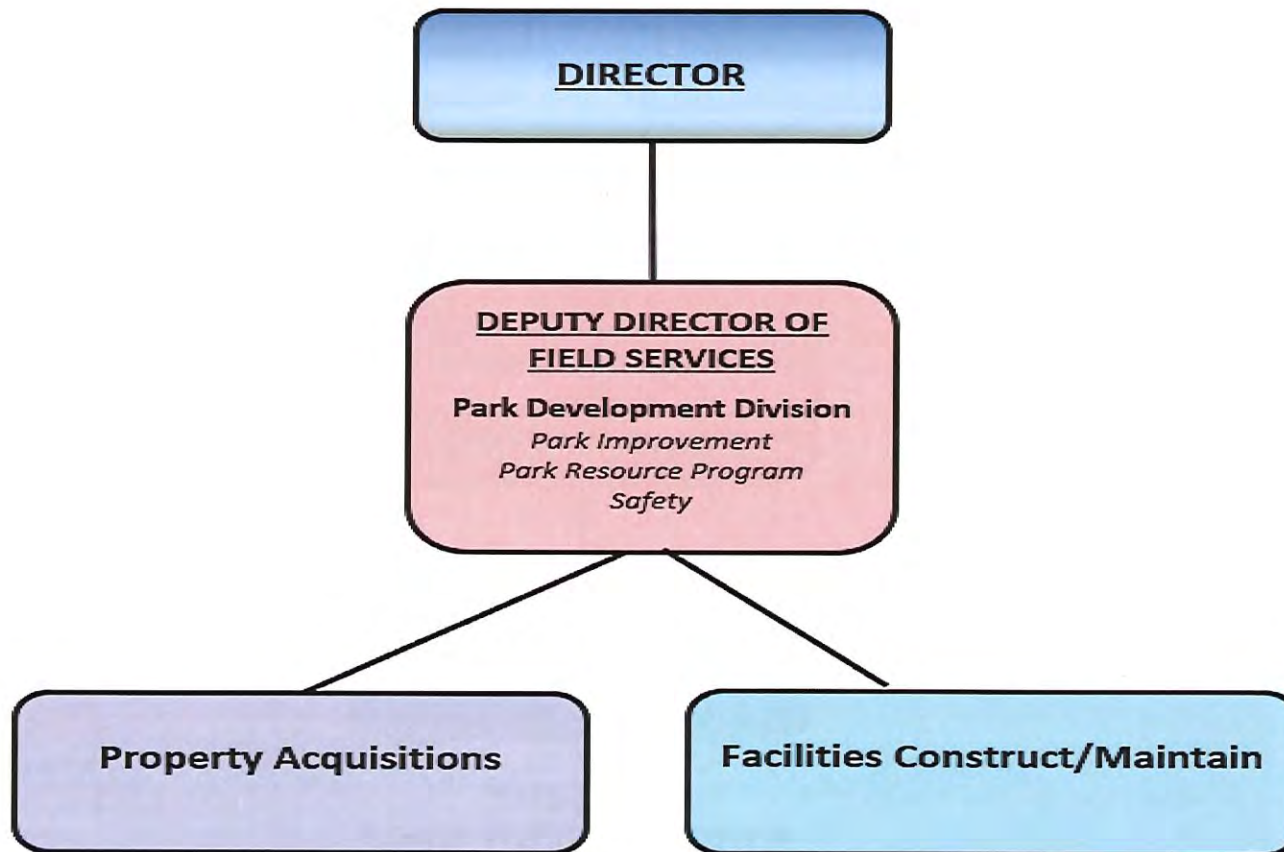
#### **Oregon Parks and Recreation Department** **Park Development** **2021-23**



## Budget Narrative

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### **Oregon Parks and Recreation Department** **Park Development** **2023-25**



# Budget Narrative

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## 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*.
- Applying 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, and smaller amounts of Federal Funds and visitor-generated Other Funds.

As the system ages, choices must be made in advance of facility replacement and improvement: which expenditures serve Oregon's long-term needs best?

### 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—not just purchases, but also trades, easements, and donations—are informed by the Oregon Conservation Strategy, Statewide Comprehensive Outdoor Recreation Plan, Oregon Plan for Salmon and Watersheds, among others. 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.

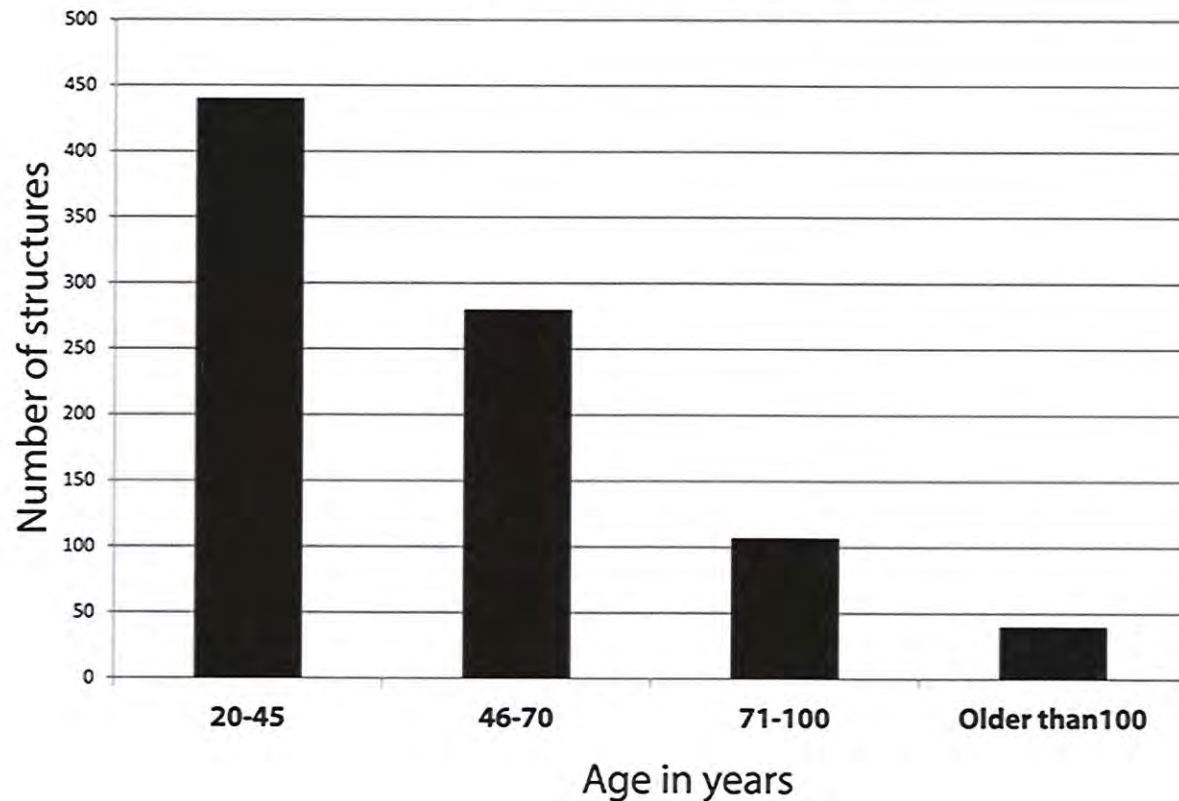
*Facility maintenance/construction* addresses needs for long-term investment in park infrastructure by making repairs, improving and expanding parks to meet future needs, and applying value-added facility designs that use long-life, efficient fixtures and techniques.



## Budget Narrative

Overall costs for the program are driven by real estate market forces, visitor expectations, and the increasing cost to repair or replace park services built over the last 100 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 ~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.

### Age of Park Facilities



# Budget Narrative

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## **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 "Responsible Environmental Stewardship" and "A Thriving Statewide Economy" 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. 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 attractive and well-maintained parks throughout the state. 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.

## **Program Performance**

The Oregon Parks and Recreation Department uses constitutionally-dedicated lottery funds, trades and other tools 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.

## **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.

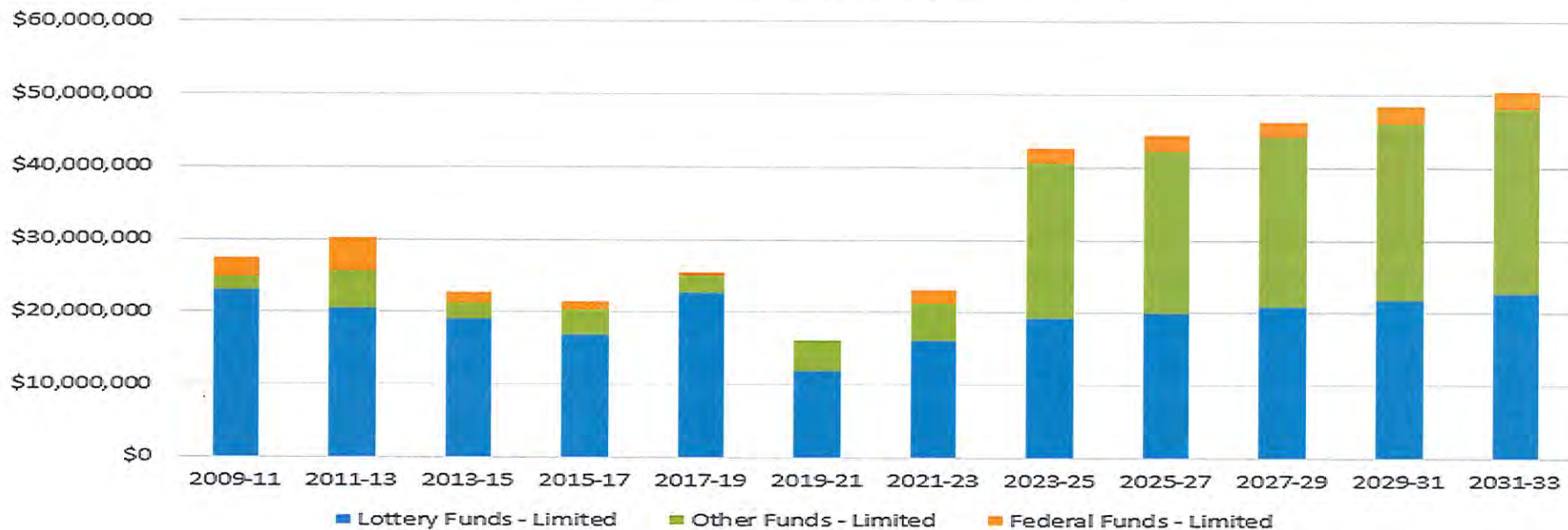


## Budget Narrative

### 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.

### Park Development





## Budget Narrative

### **Significant Proposed Program Changes from 2021-23**

With unprecedented increases in visitor service in the last 10-15 years, and especially the last five years, the agency is taking a two-pronged approach to expanding capacity: adjusting existing maintenance funds to add space and service capabilities to existing parks with Package 108 totaling \$16.2 million, and Package 116, which increases the acquisition budget by \$2.4 million dollars to strategically add parklands and accesses. An acquisition policy, relying on research that identifies the types and locations of outdoor spaces needed viewed through an equity lens, will direct the agency to look for trades, easements, leases, purchases, donations, and partnerships as tools to increase capacity.

### **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. The state park system provided an estimated 3 million camper nights and 53.6 million day visits in 2021. Based on the recent visitor surveys, around 60% of customers are Oregon residents. The funding for this program is primarily dedicated Lottery Funds (55%), but also includes some Other Funds (41%) from park user fees, agency transfers, and limitation for donations and grants, and some Federal Funds (4%) for grants and agency transfers.

### **Expenditures by fund type, positions and full-time equivalents**

<b>Park Development:</b>							
	General	Lottery	Other	Federal	Total Funds	Positions	FTE
Property Acquisition		4,000,000	0	0	4,000,000		
Facilities Construct/Maintain		15,175,672	21,443,124	1,989,320	38,608,116		
Total	0	19,175,672	21,443,124	1,989,320	42,608,116	0	0.00

### **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 maintenance costs that accrue in the park system each year, a triage approach is used to address the most critical needs first.

## Budget Narrative

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While progress has been made addressing park maintenance, the aging 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 continue avoiding acquisitions 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, donations, easements, and collaboration with other organizations capable of making land purchases. 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 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. 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 2023-25 budget for the program unit.**

The expected results from the 2023-25 budget are the completion of 20-30 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 population to new experiences. Links to the 10-year outcome are discussed above. The other expected results are positive performance on the Department's principles:

- 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.
- Connect People to Meaningful Outdoor Experiences.



## Budget Narrative

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- Build or enable others to build new types of parks that will meet a growing population's needs.
- Take 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.

### **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.

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 2023-25 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
<b>2021-23 LEGISLATIVELY ADOPTED BUDGET</b>			23,088,020		16,211,364	4,983,803	1,892,853		
<b>Emergency Board Actions (through 3/2022)</b>									
<b>2021-23 Legislatively Approved Budget</b>			23,088,020		16,211,364	4,983,803	1,892,853		
<b>Base Budget Adjustments:</b>									
Net Cost of 2021-23 Position Actions:									
Administrative, Biennialized E-Board, Phase-Out					(1)	1			
Estimated Cost of 2023-25 Merit Increase									
Base Debt Service Adjustment									
Base Nonlimited Adjustment									
Capital Construction Adjustment									
<b>Subtotal: 2023-25 Base Budget</b>			23,088,020		16,211,363	4,983,804	1,892,853		
<b>Essential Packages:</b>									
<b>Package No. 010</b>									
Vacancy Factor (Increase)/Decrease									
Non-PICS Personal Service Increase/(Decrease)									
Subtotal									
<b>Package No. 021/022</b>									
021 - Phased-In Programs Excl. One-Time Costs									
022 - Phase-Out Programs and One-Time Costs									
Subtotal									
<b>Package No. 031/032/033</b>									
Cost of Goods & Services Increase/(Decrease)			1,024,863		719,076	209,320	96,467		
State Govt Service Charges Increase/(Decrease)									
Subtotal			1,024,863		719,076	209,320	96,467		
<b>Package No. 040</b>									
Mandated Caseload Increase/(Decrease)									
<b>Package No. 050</b>									
Fund Shifts									
<b>Package No. 060</b>									
Technical Adjustments									
<b>Subtotal: 2023-25 Current Service Level Budget</b>			24,112,883		16,930,439	5,193,124	1,989,320		
<b>2023-25 Current Service Level - Page 1 Subtotal</b>			24,112,883		16,930,439	5,193,124	1,989,320		
<b>Package No. 070</b>									
Revenue Shortfalls									
<b>Subtotal: 2023-25 Modified Current Service Level</b>			24,112,883		16,930,439	5,193,124	1,989,320		



## Budget Narrative

Park Development	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other	Federal
<b>Emergency Board Packages:</b> (List ORBITS Package number and title)									
<b>Subtotal Emergency Board Packages</b>									
<b>Policy Packages:</b>									
101 Fund operational cost increases									
102 Honor past grant award obligations									
103 Increase local govt grants to 25% of Lottery									
104 Carryover 21-23 mandated higher Lottry grants									
105 Authorize increased federal recreation grants									
106 Replace/upgrade 2009 park reservation system									
107 Increase ranger hrs due to record visitation									
108 Invest in park repairs and improvements			16,250,000			16,250,000			
109 Add service and supply \$ to match visitation									
110 Study agency efficiency legislation									
111 Implement ATV safety program improvement									
112 Add staff to handle higher work volume									
113 Invest in secure and reliable computer tech									
114 State park customer service projects									
115 Authoize increased state ATV grant fund									
116 Add new parklands to overloaded system			2,245,233		2,245,233				
<b>Subtotal Policy Packages</b>			18,495,233		2,245,233	16,250,000			
<b>Total: 2023-25 Budget</b>			42,608,116		19,175,672	21,443,124	1,989,320		
<b>Percent Change From 2021-23 Leg. Approved</b>	0.0%	0.0%	84.5%	0.0%	18.3%	330.3%	5.1%	0.0%	0.0%
<b>Percent Change From Current Service Level Budget</b>	0.0%	0.0%	76.7%	0.0%	13.3%	312.9%	0.0%	0.0%	0.0%

# Budget Narrative

## DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2019-21 Actual	2021-23 Legislatively Approved	2021-23 Estimated	2023-25		
						Agency Request	Governor's Budget	Legislatively Adopted
<b><u>Lottery Funds</u></b>								
Interest Earnings	Lot	0605						
Interest Earnings (Non-Dedicated Lottery - Non-Measure 76)	Lot	0605						
Transfers-In								
Intrafund	Lot	1010						
From Dept. Adminst Serv (Dedicated Lottery - Measure 76)	Lot	1107	11,944,967	16,211,364	17,523,594	19,175,672		
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						
<b>Total Lottery Funds</b>	Lot		11,944,967	16,211,364	17,523,594	19,175,672	-	-
<b><u>Other Funds (Limited)</u></b>								
Park User Fees	Oth	0255	1,281,867	1,660,797	1,783,572			
Other Nonbusiness Lic & Fees	Oth	0210						
Federal Revenues - Svc Contracts	Oth	0410						
Charges for Services	Oth	0410						
Rents and Royalties	Oth	0510						
Interest Earnings	Oth	0605						
Sales Income	Oth	0705						
Donations	Oth	0905	154,538					
Grants (Non-Fed)	Oth	0910						
Other Revenues	Oth	0975	1,103,038	2,079,962	1,363,815	3,950,080		
Bond Proceeds	Oth	0565						
Transfers-In								
Intrafund	Oth	1010				16,250,000		
From Dept. Adminst Serv	Oth	1107						
Oregon Military Department	Oth	1248						
From Marine Board	Oth	1250	327,269					
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	1,364,041	1,243,044	1,243,044	1,243,044		
From Dept of Fish/Wildlife	Oth	1635						



# Budget Narrative

## DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2019-21 Actual	2021-23 Legislatively Approved	2021-23 Estimated	2023-25		
						Agency Request	Governor's 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		4,230,753	4,983,803	4,390,430	21,443,124	-	-
<b><u>Federal Funds (Limited)</u></b>								
Federal Funds	Fed	0995	(48,381)	1,892,853	2,056,348	1,989,320		
Oregon Department of Transportation	Fed	1730						
Oregon Military Dept	Fed	1248						
Transfers-Out								
To Dept of Fish/Wildlife	Fed	2635						
To Dept of Forestry	Fed	2629						
<i>Total Federal Funds - Limited</i>	Fed		(48,381)	1,892,853	2,056,348	1,989,320	-	-
<b>TOTAL LIMITED</b>			16,127,339	23,088,020	23,970,372	42,608,116	-	-
<b>Lottery, Other, and Federal Funds</b>			16,127,339	23,088,020	23,970,372	42,608,116	-	-

## Budget Narrative

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### Park Development

#### 031 Standard Inflation Adjustments

##### Package Description

This package includes standard inflation of 4.2% for all Services and Supplies, Capital Outlay and Special Payments unless otherwise described below. In addition, Professional Services accounts are granted 8.8% 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	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4100	Instate Travel								4,766			4,766
4125	Out of State Travel											-
4150	Employee Training											-
4175	Office Expenses											-
4200	Telecommunications								4,762			4,762
4275	Publicity and Publications								348			348
4300	Professional Services								73,055		32,459	105,514
4315	IT Professional Services								18			18
4375	Employee Recruitment and Develop								232			232
4400	Dues and Subscriptions								116			116
4425	Facilities Rental and Taxes								1,319			1,319
4450	Fuels and Utilities								1,079			1,079
4475	Facilities Maintenance								25,819			25,819
4575	Agency Program Related S and S								499,837	209,320	64,008	773,165
4650	Other Services and Supplies								101,691			101,691
4700	Expendable Prop 250 - 5000								3,481			3,481
4715	IT Expendable Prop								2,553			2,553
Total Services and Supplies								-	719,076	209,320	96,467	1,024,863
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$719,076	\$209,320	\$96,467	\$1,024,863
TOTAL POSITIONS/FTE				Pos		FTE						



# Budget Narrative

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## Park Development

### 108 Invest in Park Repairs and Improvements

#### Package Description

The purpose of this package is to invest additional Other Fund revenue in the repairs and improvements 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

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### Staffing Impact:

None

### Quantifying Results:

If this investment is made, additional projects will be contracted out, 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:

\$16,250,000 Other Funds

## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.	108 Invest in park repairs and improvements								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	All Funds
				Salaries & Wages								-
				Temporary Appointments								-
				Empl Rel Bd Assessments								-
				Public Employees Retire Cont								-
				Pension Bond Obligation								-
				Social Security Taxes								-
				Workers Comp Assessments								-
				Mass Transit Tax								-
				Flexible Benefits								-
				Vacancy Savings								-
				Reconciliation Adjustment								-
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4100	Instate Travel											-
4125	Out of State Travel											-
4150	Employee Training											-
4175	Office Expenses											-
4200	Telecommunications											-
4300	Professional Services									2,000,000		2,000,000
4425	Facilities Rental and Taxes											-
4450	Fuels and Utilities											-
4475	Facilities Maintenance									500,000		500,000
4575	Agency Related S and S									12,750,000		12,750,000
4650	Other Services and Supplies									1,000,000		1,000,000
Total Services and Supplies								-	-	16,250,000	-	16,250,000
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
6015	Dist to Cities											-
6020	Dist to Counties											-
6025	Dist to Other Gov Unit											-
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$0	\$16,250,000	\$0	\$16,250,000
TOTAL POSITIONS/FTE				Pos	FTE							



## Budget Narrative

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### Park Development

#### 116 Add New Parks for Overload System

##### Package Description

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

##### How Achieved:

Acquisition funds allow the Department to protect iconic sites in Oregon by purchasing the property, protecting the natural and historic resources plus allowing Oregonians to enjoy the site. Additionally, acquisition funds allow for select purchases to expand current park properties to allow a larger number of Oregonians to enjoy a popular 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 outdoor experiences for Oregonians and other visitors to the Department's recreation and heritage sites and those of our partners statewide.

##### Revenue Source:

\$2,245,233 Lottery Funds

## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.	116 Add new parklands to overloaded system							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	All Funds
												-
				Salaries & Wages								-
				Temporary Appointments								-
				Empl Rel Bd Assessments								-
				Public Employees Retire Cont								-
				Pension Bond Obligation								-
				Social Security Taxes								-
				Workers Comp Assessments								-
				Mass Transit Tax								-
				Flexible Benefits								-
				Vacancy Savings								-
				Reconciliation Adjustment								-
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4100	Instate Travel											-
4125	Out of State Travel											-
4150	Employee Training											-
4175	Office Expenses											-
4200	Telecommunications											-
4300	Professional Services											-
4425	Facilities Rental and Taxes											-
4450	Fuels and Utilities											-
4475	Facilities Maintenance											-
4575	Agency Related S and S								2,245,233			2,245,233
4650	Other Services and Supplies											-
Total Services and Supplies								-	2,245,233	-	-	2,245,233
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
6015	Dist to Cities											-
6020	Dist to Counties											-
6025	Dist to Other Gov Unit											-
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$2,245,233	\$0	\$0	\$2,245,233
TOTAL POSITIONS/FTE			Pos	FTE								



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

Parks & Recreation Dept  
2023-25 Biennium

Agency Number: 63400

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

<i>Source</i>	2019-21 Actuals	2021-23 Leg Adopted Budget	2021-23 Leg Approved Budget	2023-25 Agency Request Budget	2023-25 Governor's Budget	2023-25 Leg. Adopted Budget
<b>Lottery Funds</b>						
Tsfr From Administrative Svcs	11,944,967	16,211,364	16,211,364	19,175,672	-	-
<b>Total Lottery Funds</b>	<b>\$11,944,967</b>	<b>\$16,211,364</b>	<b>\$16,211,364</b>	<b>\$19,175,672</b>	<b>-</b>	<b>-</b>
<b>Other Funds</b>						
Park User Fees	1,281,867	1,660,797	1,660,797	-	-	-
Donations	154,538	-	-	-	-	-
Other Revenues	1,103,038	2,079,963	2,079,963	3,950,080	-	-
Transfer In - Intrafund	-	-	-	16,250,000	-	-
Tsfr From Marine Bd, Or State	327,269	-	-	-	-	-
Tsfr From Transportation, Dept	1,364,041	1,243,044	1,243,044	1,243,044	-	-
<b>Total Other Funds</b>	<b>\$4,230,753</b>	<b>\$4,983,804</b>	<b>\$4,983,804</b>	<b>\$21,443,124</b>	<b>-</b>	<b>-</b>
<b>Federal Funds</b>						
Federal Funds	(48,381)	1,892,853	1,892,853	1,989,320	-	-
<b>Total Federal Funds</b>	<b>(\$48,381)</b>	<b>\$1,892,853</b>	<b>\$1,892,853</b>	<b>\$1,989,320</b>	<b>-</b>	<b>-</b>

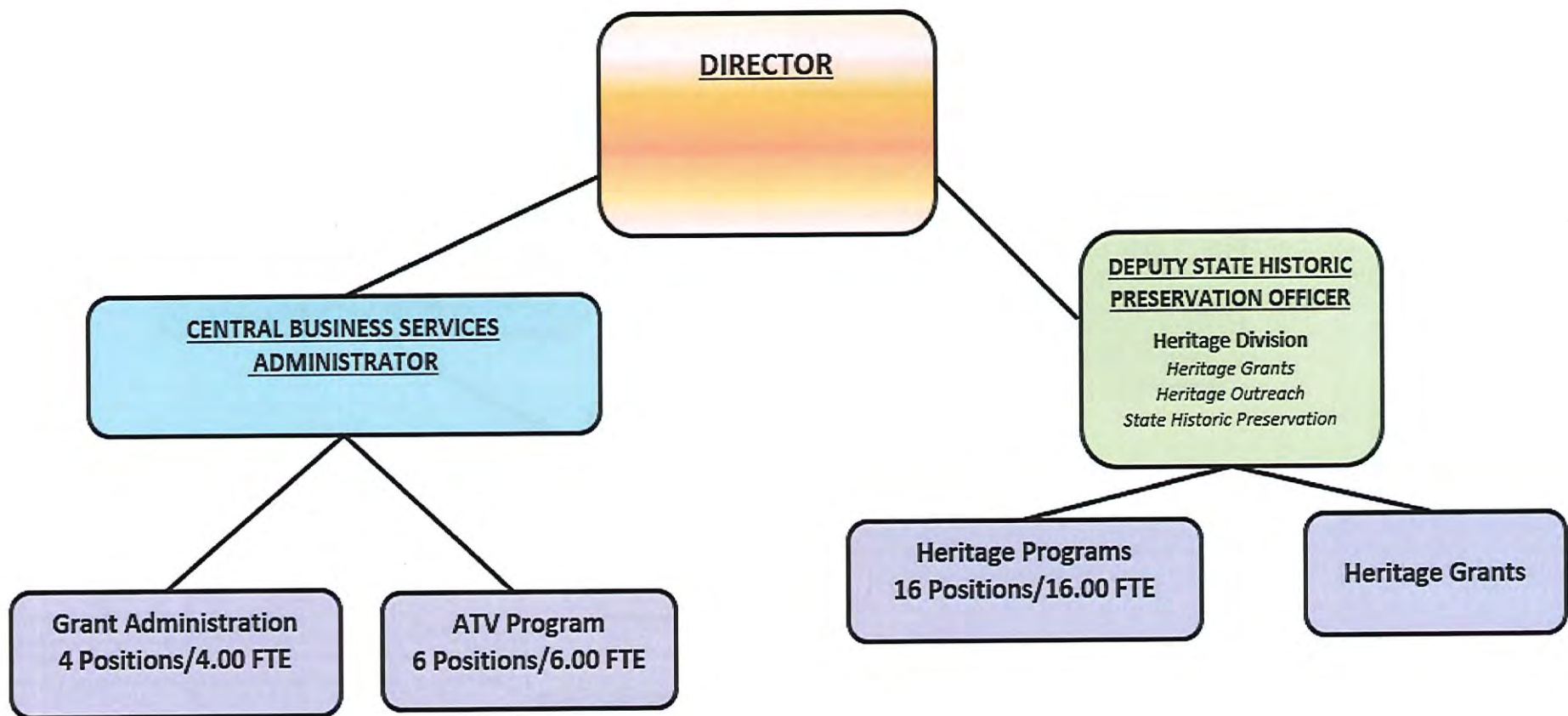


# Budget Narrative

## Community Support and Grants

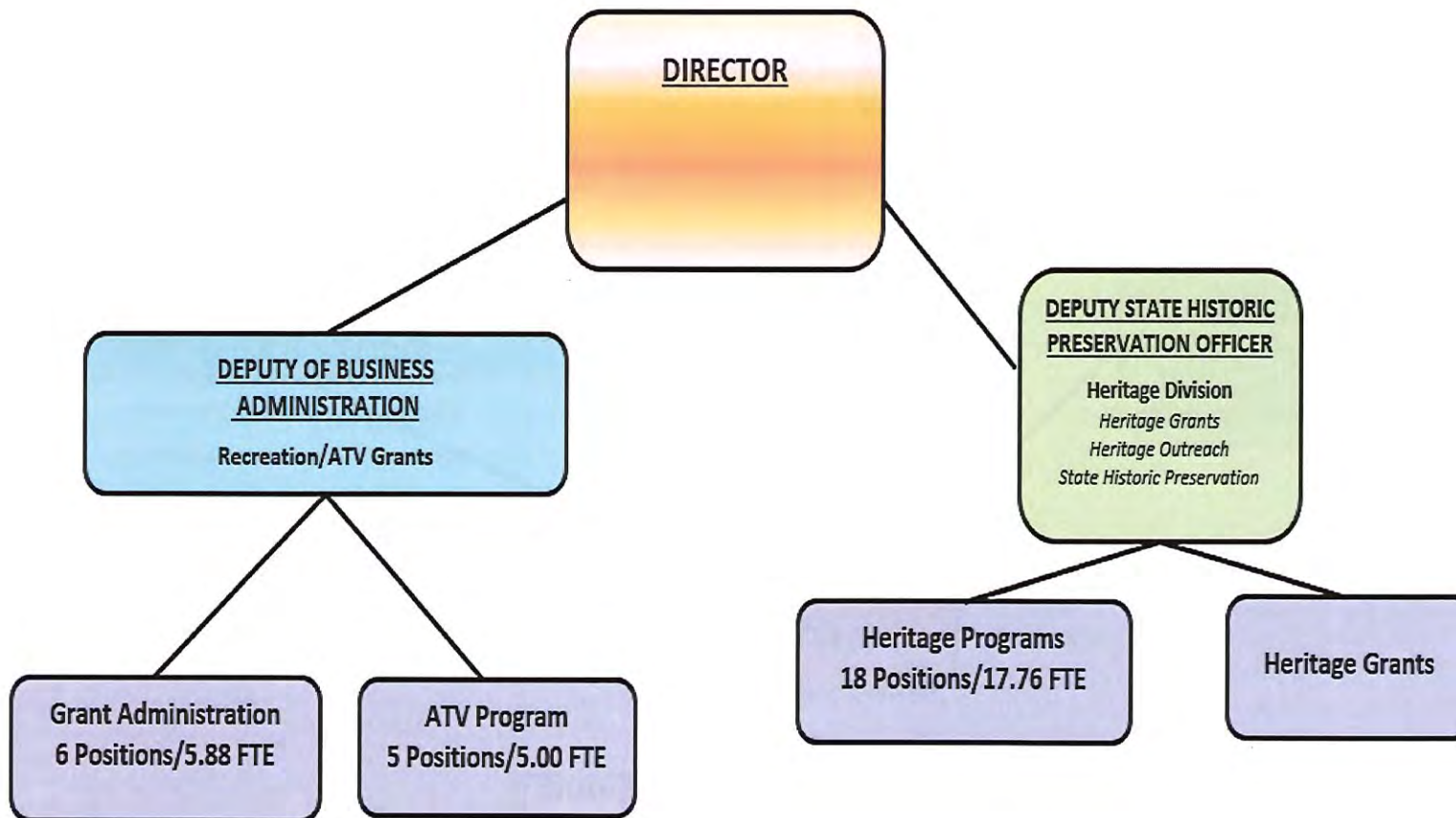
### Program Description

#### Oregon Parks and Recreation Department Community Support and Grants 2021-23



# Budget Narrative

## Oregon Parks and Recreation Department Community Support and Grants 2023-25



# Budget Narrative

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## **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 with grants to fund citizen needs. This program is funded with constitutionally-dedicated Lottery Funds, Federal Funds, and Other Funds (such as Oregon ATV funds). The most significant change to this program affects a major grant program: the Lottery-funded Local Government Grants Program (LGGP). Lottery Funds for parks are dedicated constitutionally, which directs 12% of the funds be allocated to these grants until the fund grows by 50% over the 2009-2011 level, and then the amount allocated to LGGP more than doubles to 25% of the Lottery Fund. Current data shows that increase will be triggered in the 2021-23 budget. Lottery funds are also used for daily state park operations and major repairs, plus acquisition of new state park lands.

### **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 11 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)
- Land and Water Conservations Funds (Federal Funds)
- County Opportunity (Other Funds – a share of recreational vehicle licenses)
- All-Terrain Vehicles (Other Funds – gas tax refunds)



## Budget Narrative

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### Heritage grants:

- Certified Local Government (Federal Funds)
- Heritage (Dedicated Lottery Funds)
- Historic Cemetery (Dedicated Lottery Funds)
- Museum (Dedicated Lottery Funds)
- Preserving Oregon (Dedicated 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 Responsible Environmental Stewardship and A Thriving Statewide Economy:

- 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 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

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### 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)

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

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*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 (heritage grants), Federal Funds (heritage and recreation grants, see 16 USC and 23 USC references above), and Other Funds (all-terrain vehicle, private donations, Oregon Mainstreet, and the Oregon Cultural Trust).

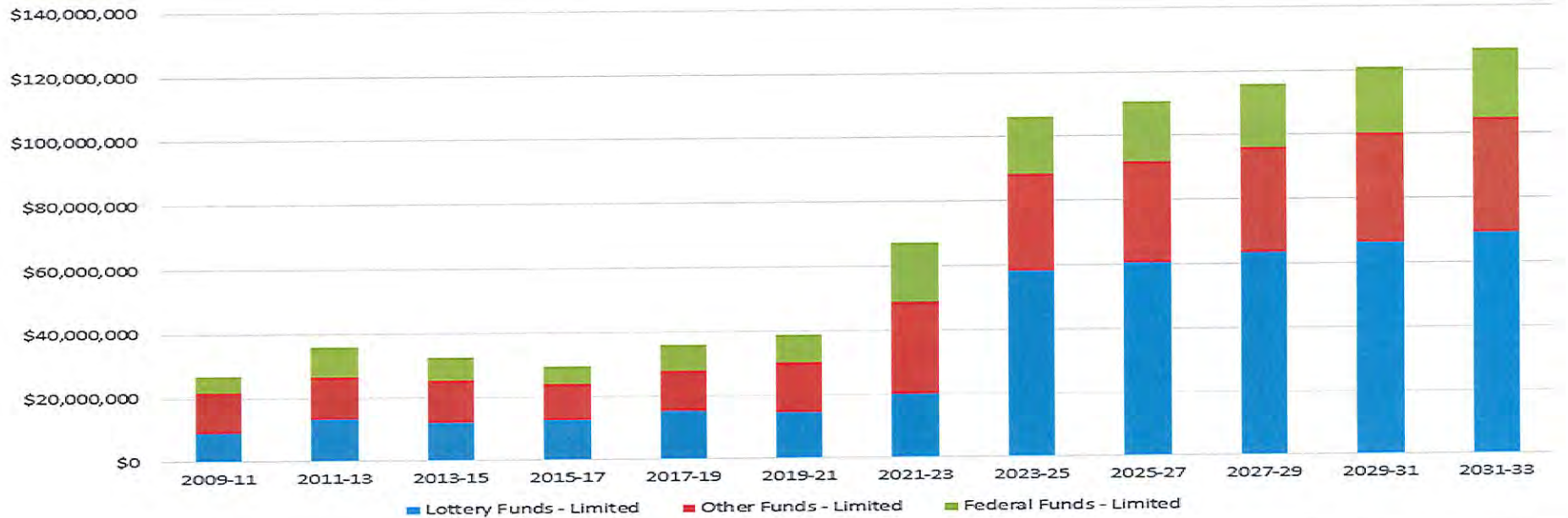
*Oregon Constitution, Article XV, Section 4a, Use of net proceeds from state lottery for parks and recreation areas:* In each biennium the Legislative Assembly shall appropriate all of the moneys in the parks subaccount of the parks and natural resources fund ... to achieve all of the following:

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



## Budget Narrative

### Community Support & Grants



#### **Significant Proposed Program Changes from 2021-2023**

Lottery funds for parks and heritage were constitutionally-dedicated by Oregon votes in 1998 and 2010. The funds are divided during the budget process to support operations (discussed in Direct Services above), maintenance and acquisitions (see Park Development above), and community grants. The portion of Lottery funds assigned to fund grants was originally set at 12%, but with a trigger to increase the amount: when lottery funds grow by 50% over the amount received in the 2009-2011 budget, the portion for community grants increases from 12% to 25%. All projections show that trigger will be activated during the 2021-23 budget period, and this 2023-25 budget request reflects this increase in several ways. Package 103 increases the relevant grant program by \$17.7 million, Package 104 carries over a similar amount from the 2021-23 budget, and Package 112 adds \$629,372 for staff to handle the higher volume of work to review and process grant applications. Aside from this issue, Package 105 increases spending authority for federal recreation grants by \$7.9 million reflecting increases to those programs at the national level, and Package 115 enables award of \$3 million in all-terrain vehicle grants to accommodate an increase in gas tax-derived revenue for this program.



## Budget Narrative

### 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).

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

<b>Community Support and Grants:</b>							
	General	Lottery	Other	Federal	Total Funds	Positions	FTE
Heritage Programs		5,153,110	558,473	2,455,107	8,166,690	18	17.76
Land & Water Conservation		0	0	11,544,666	11,544,666		
Recreation Trails Program		0	0	3,566,620	3,566,620		
Natural Heritage Grants		0	0	520,147	520,147		
Local Government Grants		51,877,991	0	0	51,877,991		
RV County Opportunity Grants		0	2,011,255	0	2,011,255		
Main Street Grant Program		0	8,800,000	0	8,800,000		
Grant Administration		1,096,953	716,134	0	1,813,087	6	5.88
ATV Program		0	17,941,072	0	17,941,072	5	5.00
<b>Total</b>	<b>0</b>	<b>58,128,054</b>	<b>30,026,934</b>	<b>18,086,540</b>	<b>106,241,528</b>	<b>29</b>	<b>28.64</b>

### 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.



## Budget Narrative

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- Recreation Trails Program (federal): Acquire, develop, and maintain both motorized and non-motorized trails.
- County Opportunity: Acquire, develop, plan, or upgrade county-owned campgrounds.
- 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: 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.



## Budget Narrative

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- Assist government agencies and others in complying with state and federal cultural resource laws and regulations, including Section 106 of the National Historic Preservation Act, which requires federal agencies consider the effects on historic properties of projects they carry out, assist, fund, permit, license, or approve throughout the country.

### **Important background for decision makers. Include trends in 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 staff. Federally funded programs are being watched carefully, given the potential volatility in federal funding, but for now they are relatively stable. Economic uncertainty in Oregon undercuts the stability of both dedicated and non-Measure 76 Lottery-funded grants.

### **Expected results from the 2023-25 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 57.1% participation, and exceeded this goal by 2.9% in 2021.

#### *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.

# Budget Narrative

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## **Revenue sources and proposed revenue changes**

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

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 25% of the Department's lottery funds be dedicated to the Local Government Grant program, up from 12% in 2021-23. Lottery fund forecasts are provided by the Office of Economic Analysis. To fund grants awarded in one biennium, but disbursed in the next, a substantial amount of funding is carried over from 2021-23 into 2023-25.

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 Park Service)
- Land and Water Conservation Fund (funds from the National Park 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 2023-25 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
<b>2021-23 LEGISLATIVELY ADOPTED BUDGET</b>	26	26.00	66,937,285		19,865,281	28,578,169	18,493,835		
<b>Emergency Board Actions (through 3/2022)</b>			265,110		168,261	56,145	40,704		
<b>2021-23 Legislatively Approved Budget</b>	26	26.00	67,202,395		20,033,542	28,634,314	18,534,539		
<b>Base Budget Adjustments:</b>									
Net Cost of 2021-23 Position Actions:									
Administrative, Biennialized E-Board, Phase-Out			528,419		356,222	70,099	102,098		
Estimated Cost of 2023-25 Merit Increase									
Base Debt Service Adjustment									
Base Nonlimited Adjustment									
Capital Construction Adjustment									
<b>Subtotal: 2023-25 Base Budget</b>	26	26.00	67,730,814		20,389,764	28,704,413	18,636,637		
<b>Essential Packages:</b>									
<b>Package No. 010</b>									
Vacancy Factor (Increase)/Decrease			(23,156)		(23,156)				
Non-PICS Personal Service Increase/(Decrease)			(3,633)		(1,292)	(3,835)	1,494		
Subtotal			(26,789)		(24,448)	(3,835)	1,494		
<b>Package No. 021/022</b>									
021 - Phased-In Programs Excl. One-Time Costs									
022 - Phase-Out Programs and One-Time Costs			(24,365,740)			(12,500,474)	(11,865,266)		
Subtotal			(24,365,740)			(12,500,474)	(11,865,266)		
<b>Package No. 031/032/033</b>									
Cost of Goods & Services Increase/(Decrease)			2,571,901		1,698,256	629,221	244,424		
State Govt Service Charges Increase/(Decrease)									
Subtotal			2,571,901		1,698,256	629,221	244,424		
<b>Package No. 040</b>									
Mandated Caseload Increase/(Decrease)									
<b>Package No. 050</b>									
Fund Shifts									
<b>Package No. 060</b>									
Technical Adjustments									
<b>Subtotal: 2023-25 Current Service Level Budget</b>	26	26.00	45,910,186		22,063,572	16,829,325	7,017,289		
<b>2023-25 Current Service Level - Page 1 Subtotal</b>	26	26.00	45,910,186		22,063,572	16,829,325	7,017,289		
<b>Package No. 070</b>									
Revenue Shortfalls									
<b>Subtotal: 2023-25 Modified Current Service Level</b>	26	26.00	45,910,186		22,063,572	16,829,325	7,017,289		



## Budget Narrative

Community Support and Grants	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other	Federal
<b>Emergency Board Packages:</b>									
(List ORBITS Package number and title)									
<b>Subtotal Emergency Board Packages</b>									
<b>Policy Packages:</b>									
101 Fund operational cost increases									
102 Honor past grant award obligations			13,202,893			10,058,414	3,144,479		
103 Increase local govt grants to 25% of Lottery			17,695,497		17,695,497				
104 Carryover 21-23 mandated higher Lottry grants			17,848,188		17,848,188				
105 Authorize increased federal recreation grants			7,924,772				7,924,772		
106 Replace/upgrade 2009 park reservation system									
107 Increase ranger hrs due to record visitation									
108 Invest in park repairs and improvements									
109 Add service and supply \$ to match visitation									
110 Study agency efficiency legislation									
111 Implement ATV safety program improvement			30,620			30,620			
112 Add staff to handle higher work volume	3	2.64	629,372		520,797	108,575			
113 Invest in secure and reliable computer tech									
114 State park customer service projects									
115 Authoize increased state ATV grant fund			3,000,000			3,000,000			
116 Add new parklands to overloaded system									
<b>Subtotal Policy Packages</b>	3	2.64	60,331,342		36,064,482	13,197,609	11,069,251		
<b>Total: 2023-25 Budget</b>	29	28.64	106,241,528		58,128,054	30,026,934	18,086,540		
Percent Change From 2021-23 Leg. Approved	11.5%	10.2%	58.1%	0.0%	190.2%	4.9%	-2.4%	0.0%	0.0%
Percent Change From Current Service Level Budget	11.5%	10.2%	131.4%	0.0%	163.5%	78.4%	157.7%	0.0%	0.0%

# Budget Narrative

## DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2019-21 Actual	2021-23 Legislatively Approved	2021-23 Estimated	2023-25		
						Agency Request	Governor's Budget	Legislatively Adopted
<b><u>Lottery Funds</u></b>								
Interest Earnings	Lot	0605						
Interest Earnings (Non-Dedicated Lottery - Non-Measure 76)	Lot	0605						
Transfers-In								
Intrafund	Lot	1010						
From Dept. Adminst Serv (Dedicated Lottery - Measure 76)	Lot	1107	14,374,329	20,040,272	21,662,433	40,279,866		
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	(2,596)					
To Oregon Department of Transportation	Lot	2730						
<b>Total Lottery Funds</b>	Lot		14,371,733	20,040,272	21,662,433	40,279,866	-	-
<b><u>Other Funds (Limited)</u></b>								
Park User Fees	Oth	0255	260,331	457,951	491,805	716,134		
Other Nonbusiness Lic & Fees	Oth	0210	1,903,961	1,748,475	1,770,626	1,773,499		
Federal Revenues - Svc Contracts	Oth	0410						
Charges for Services	Oth	0410	12,701			4,842		
Rents and Royalties	Oth	0510						
Interest Earnings	Oth	0605	287,908	426,024	219,318	142,929		
Sales Income	Oth	0705	13,111					
Donations	Oth	0905	43,257					
Grants (Non-Fed)	Oth	0910						
Other Revenues	Oth	0975	52,284	192,024	150,000	150,000		
Bond Proceeds	Oth	0565		10,214,553	10,214,553			
Transfers-In								
Intrafund	Oth	1010						
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	241,558	260,000	260,000	313,724		
From Oregon Dept of State Lands	Oth	1141						
From Oregon Department of Forestry	Oth	1629						
From Oregon Department of Transportation	Oth	1730	31,500,141	31,782,634	33,639,068	35,168,434		
From Dept of Fish/Wildlife	Oth	1635						



# Budget Narrative

## DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2019-21 Actual	2021-23 Legislatively Approved	2021-23 Estimated	2023-25		
						Agency Request	Governor's Budget	Legislatively Adopted
Transfers-Out								
Intrafund	Oth	2010						
To Counties	Oth	2080	(14,909,826)	(15,634,249)	(17,967,576)	(16,105,204)		
To Oregon Department of Transportation	Oth	2730	(583,370)	(715,483)	(783,335)	(823,804)		
To OR Business Development	Oth	2123						
To Dept. of Agriculture	Oth	2603	(6,890)					
To Dept. of Forestry	Oth	2629	(1,409,231)	(1,551,340)	(1,551,340)	(1,977,001)		
To Oregon State Police	Oth	2257	(463,946)	(894,602)	(894,602)	(1,001,954)		
<i>Total Other Funds</i>	Oth		16,941,989	26,285,987	25,548,518	18,361,599	-	-
<b><u>Federal Funds (Limited)</u></b>								
Federal Funds	Fed	0995	8,792,903	18,493,835	18,167,818	18,086,540		
Oregon Department of Transportation	Fed	1730						
Oregon Military Dept	Fed	1248						
Transfers-Out								
To Dept of Fish/Wildlife	Fed	2635						
To Dept of Forestry	Fed	2629						
<i>Total Federal Funds - Limited</i>	Fed		8,792,903	18,493,835	18,167,818	18,086,540	-	-
<b>TOTAL LIMITED</b>			40,106,625	64,820,094	65,378,769	76,728,005	-	-
<b>Lottery, Other, and Federal Funds</b>			40,106,625	64,820,094	65,378,769	76,728,005	-	-



## Budget Narrative

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### Community Support and Grants

#### 010 Non-PICS Psnl Svc / Vacancy Factor

##### Package Description

This package includes standard inflation of 4.2% 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 plus the return of the hiring slow down limitation reduction.

## 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 Grant				
PERSONAL SERVICES												
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
				Temporary Appointments					968	15		983
				Overtime Payments					181	226	37	444
				Shift Differential								-
				All Other Differential								-
				Public Employees Retire Cont					33	41	7	81
				Pension Bond Contribution					(3,709)	(4,291)	1,447	(6,553)
				Social Security Taxes					88	18	3	109
				Paid Family Medical Leave Insurance					1	1		2
				Mass Transit Tax					1,146	155		1,301
Vacancy Savings					(23,156)			(23,156)				
Total Personal Services								-	(24,448)	(3,835)	1,494	(26,789)
SERVICES AND SUPPLIES												
Total Services and Supplies								-	-	-	-	-
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	(24,448)	(3,835)	1,494	(26,789)
TOTAL POSITIONS/FTE				Pos		FTE						

## Budget Narrative

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### 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 (Land and Water Conservation Fund, Recreation Trails Program, RV County Opportunity Grant Program). 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 Grant				
PERSONAL SERVICES												
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4625	Other COP Costs									(214,553)		(214,553)
Total Services and Supplies								-	-	(214,553)	-	(214,553)
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
6015	Dist to Cities										(5,932,634)	(5,932,634)
6020	Dist to Counties									(631,090)	(5,932,632)	(6,563,722)
6025	Dist to Other Gov Unit									(11,654,831)		(11,654,831)
6030	Dist to Non-Gov Units											-
Total Special Payments								-	-	(12,285,921)	(11,865,266)	(24,151,187)
TOTAL REQUESTS								-	\$0	(\$12,500,474)	(\$11,865,266)	(\$24,365,740)
TOTAL POSITIONS/FTE			Pos	FTE								

## Budget Narrative

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### Community Support and Grants

#### 031 Standard Inflation Adjustments

##### Package Description

This package includes standard inflation of 4.2% for all Services and Supplies, Capital Outlay and Special Payments unless otherwise described below. In addition, Professional Services accounts are granted 8.8% inflation.



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.	031	Standard Inflation									63400-500-10-00-00000	
											Community Support and Grant	
PERSONAL SERVICES												
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4100	Instate Travel								123	3,994	2,426	6,543
4125	Out of State Travel								48		818	866
4150	Employee Training								88	2,331	1,067	3,486
4175	Office Expenses								139	4,125	2,953	7,217
4200	Telecommunications									264	153	417
4250	Data Processing									1	1,014	1,015
4275	Publicity and Publications								165	2,590	308	3,063
4300	Professional Services								129	24,323	30,031	54,483
4315	IT Professional Service									19,376		19,376
4375	Employee Recruitment and Develop										380	380
4400	Dues and Subscriptions										46	46
4425	Facilities Rental and Taxes										668	668
4450	Fuels and Utilities								42	1,170	85	1,297
4475	Facilities Maintenance										1,054	1,054
4575	Agency Program Related S and S								169	26,345	51,049	77,563
4650	Other Services and Supplies								354	5,683	262	6,299
4700	Expendable Prop 250 - 5000								60	91	1,191	1,342
Total Services and Supplies								-	1,317	90,293	93,505	185,115
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
6015	Dist to Cities								242,739	4,892	64,516	312,147
6020	Dist to Counties								264,447	94,161	60,324	418,932
6025	Dist to Other Gov Unit								137,233	405,038	23,619	565,890
6030	Dist to Non-Gov Units								23,270	34,837	317	58,424
6035	Dist to Individuals										2,143	2,143
Total Special Payments								-	667,689	538,928	150,919	1,357,536
TOTAL REQUESTS								-	\$669,006	\$629,221	\$244,424	\$1,542,651
TOTAL POSITIONS/FTE			Pos	FTE								



## Budget Narrative

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### **Community Support and Grants**

#### **032 Above Standard Inflation**

##### **Package Description**

This package includes additional inflation allowed for the Local Government Grant Program.

## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No. 032 Above Standard Inflation								63400-500-10-00-00000 Community Support and Grant				
PERSONAL SERVICES												
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
												-
												-
Total Services and Supplies								-	-	-	-	-
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
6015	Dist to Cities								514,625	514,625		1,029,250
6020	Dist to Counties											-
6025	Dist to Other Gov Unit											-
6030	Dist to Non-Gov Units											-
Total Special Payments								-	514,625	514,625	-	1,029,250
TOTAL REQUESTS								-	\$514,625	\$514,625	\$0	\$1,029,250
TOTAL POSITIONS/FTE				Pos		FTE						

# Budget Narrative

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## Community Support and Grants

### 102 Honor Grant Award Obligations

#### Package Description

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

This request provides limitation to allow payment of already awarded grants; these grants would have been awarded during the 2021-23 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.

#### Revenue Source:

\$10,058,414 Other Funds (\$8,000,000 Main Street, \$358,414 County Opportunity, and \$900,000 ATV), \$3,144,479 Federal Funds (\$7,131,960 Land and Water, \$372,548 Recreation Trails)



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.	102 Honor Grant Award Obligations							63400-500-10-00-00000 Community Support and Grant				
PERSONAL SERVICES												
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
				Salaries & Wages								-
				Empl Rel Bd Assessments								-
				Public Employees Retire Cont								-
				Social Security Taxes								-
				Workers Comp Assessments								-
				Flexible Benefits								-
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
Total Services and Supplies								-	-	-	-	-
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
6015	Dist to Cities										1,572,240	1,572,240
6020	Dist to Counties									413,044	1,572,239	1,985,283
6025	Dist to Other Gov Unit									9,585,970		9,585,970
6030	Dist to Non-Gov Unit									59,400		59,400
Total Special Payments								-	-	10,058,414	3,144,479	13,202,893
TOTAL REQUESTS								-	\$0	\$10,058,414	\$3,144,479	\$13,202,893
TOTAL POSITIONS/FTE			Pos	FTE								

## Budget Narrative

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### Community Support and Grants

#### 103 Increase Local Government Grants to 25% of Lottery

##### Package Description

The purpose of this package is to increase lottery fund limitation due to the increased percentage of lottery allocation directed towards the Local Government Grants Program (LGGP).

##### How Achieved:

In each biennium the Department appropriates 12% of the transferred lottery revenues for local and regional grants programs, however, if a biennium's net proceeds deposited in the parks and natural resources fund increases by more than 50% above the amount transferred in the 2009-11 biennium, the Department will then appropriate 25% towards the local and regional grants programs. The 2009-11 biennium saw actual lottery fund transfers just over \$81M, putting the threshold for the trigger to the higher share to just over \$122M in biennial lottery transfer revenue. This transfer amount had not been reached or forecast until current record lottery revenues have sustained pushing the 2021-23 projections above \$133M and 2023-25 projections above \$136M, both well above the \$122M share adjustment trigger, pushing LGGP's share of the total lottery transfers to 25%.

##### Staffing Impact:

None

##### Quantifying Results:

The results of this package will be the increase the appropriation of funds the Department contributes to the LGGP from 12% of biennial lottery transfer revenue to 25%.

##### Revenue Source:

\$17,695,497 Lottery Funds



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.	103 Increase local govt grants to 25% of Lottery								63400-500-10-00-00000 Community Support and Grant			
PERSONAL SERVICES												
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
				Salaries & Wages								-
				Empl Rel Bd Assessments								-
				Public Employees Retire Cont								-
				Social Security Taxes								-
				Workers Comp Assessments								-
				Flexible Benefits								-
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
												-
4100	Instate Travel											-
4150	Employee Training											-
4175	Office Expenses											-
4575	Agency Program Related S and S											-
4650	Other Services and Supplies											-
Total Services and Supplies								-	-	-	-	-
CAPITAL OUTLAY												
												-
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
												-
6015	Dist to Cities								6,761,449			6,761,449
6020	Dist to Counties								7,612,603			7,612,603
6025	Dist to Othe Gov Unit								3,321,445			3,321,445
												-
Total Special Payments								-	17,695,497	-	-	17,695,497
TOTAL REQUESTS								-	\$17,695,497	\$0	\$0	\$17,695,497
TOTAL POSITIONS/FTE				Pos		FTE						



## Budget Narrative

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### Community Support and Grants

#### 104 Carryover 21-23 Mandated Higher Lottery Grants

##### Package Description

The purpose of this package is to carryover increased lottery fund limitation from the 2021-23 biennium.

##### How Achieved:

Due to the COVID-19 pandemic, lottery transfer revenue growth was put on hold at projected levels far below previous models. Along with the hold on regular escalation, some grant recipients were allowed to lengthen the reimbursement timeframe beyond the standard three years, a carryover practice that is not typical to the Department. However, coming out of both shutdowns due to the pandemic, lottery revenues have continued to rise reaching record highs and stabilizing well above levels projected coming into the biennium. This increase in lottery transfer revenue to the Department requires additional limitation for funds used towards county opportunity grants and the Local Government Grants Program (LGGP) for future biennia.

##### Staffing Impact:

None

##### Quantifying Results:

The results of this package will be to increase the sustained lottery transfer revenue and maintain the smooth payment of reimbursement requests from those entities awarded grants.

##### Revenue Source:

\$17,848,188 Lottery Funds

## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No. 104 Carryover 21-23 mandated higher Lottery grants									63400-500-10-00-00000			
									Community Support and Grant			
PERSONAL SERVICES												
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
				Salaries & Wages								-
				Empl Rel Bd Assessments								-
				Public Employees Retire Cont								-
				Social Security Taxes								-
				Workers Comp Assessments								-
				Flexible Benefits								-
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
								-	-	-	-	-
Total Services and Supplies								-	-	-	-	-
CAPITAL OUTLAY												
								-	-	-	-	-
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
6015	Dist to Cities								6,819,793			6,819,793
6020	Dist to Counties								7,678,290			7,678,290
6025	Dist to Other Gov Unit								3,350,105			3,350,105
6030	Dist to Non-Gov Units											-
												-
Total Special Payments								-	17,848,188	-	-	17,848,188
TOTAL REQUESTS								-	17,848,188	-	-	17,848,188
TOTAL POSITIONS/FTE			Pos	FTE								

## Budget Narrative

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### Community Support and Grants

#### 105 Authorize Increased Federal Recreation Grants

##### Package Description

The purpose of this package is to request additional federal limitation for the Land and Water Conservation Fund and the Recreation Trails Program.

##### How Achieved:

As the program administrator, the Department awards grants to various applicants for the acquisition, development and maintenance of park properties and trail. Once grantees spend the funds, OPRD provides reimbursement. This request provides increased limitation to allow to award grants.

##### Staffing Impact:

None

##### Quantifying Results:

The results of this package will be 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 who immediately accomplish their projects and seek reimbursement.

##### Revenue Source:

\$7,924,722 Federal Funds



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.	105 Authorize increased federal recreation grants								63400-500-10-00-00000 Community Support and Grant			
PERSONAL SERVICES												
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
												-
				Salaries & Wages								-
				Empl Rel Bd Assessments								-
				Public Employees Retire Cont								-
				Social Security Taxes								-
				Workers Comp Assessments								-
				Flexible Benefits								-
				Reconciliation Adjustment								-
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4100	Instate Travel											-
4300	Professional Services											-
Total Services and Supplies								-	-	-	-	-
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
6015	Dist to Cities										3,962,386	3,962,386
6020	Dist to Counties										3,962,386	3,962,386
6025	Dist to Other Gov Unit											-
Total Special Payments								-	-	-	7,924,772	7,924,772
TOTAL REQUESTS								-	\$0	\$0	\$7,924,772	\$7,924,772
TOTAL POSITIONS/FTE			-	Pos	-	FTE						

## Budget Narrative

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### Community Support and Grants

#### 111 Implement ATV Safety Program Improvement

##### Package Description

The purpose of this package is to allow operators at least age 16 or older with five or more years of experience operating a Class IV ATV may take and pass an equivalency exam, without taking the online course.

##### How Achieved:

The Department administers the All-Terrain Vehicle (ATV) program throughout Oregon and is required to issue an operator permit for all operators of any age of Class I ATVs and Class III ATVs and to issue an operator permit for operators under age 16 of Class IV ATVs once operators complete a safety course. This bill adds operators at least 16 years of age and older operating Class IV ATVs as a group who must complete a safety course and have an operator permit.

The current safety course or equivalency examination is administered on-line with a training module in place for operators of Class IV ATVs under age 16, requiring no modifications. When the new requirements are in place, all additional operators will need to complete the safety education training. The Department expects to issue 32,080 Class IV ATV Permits in the coming biennium with an approximately 50% of the Class IV operators needing a safety education card immediately.

##### Staffing Impact:

None

##### Quantifying Results:

The Department will continue to provide the same service level while expanding the ATV Safety related programs.

##### Revenue Source:

\$30,620 Other Funds



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No. 111 Implement ATV safety program improvement								63400-500-10-00-00000 Community Support and Grant				
PERSONAL SERVICES												
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
45745	Agency Program Related S and S									30,620		30,620
Total Services and Supplies								-	-	30,620	-	30,620
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
6025	Dist to Other Gov Unit											-
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$0	\$30,620	\$0	\$30,620
TOTAL POSITIONS/FTE				Pos	FTE							



## Budget Narrative

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### Community Support and Grants

#### 112 Add Staff to Handle Higher Work Volume

##### Package Description

The purpose of this package is to establish a permanent staff position, Data Manager, Archivist II, to support the Heritage Division's data management functions and a Compliance Specialist, Program Analyst I, to support the Federal Review and Compliance Program. This package will include an additional position to the Local Government Grant Program (LGGP) for a Program Coordinator in order to meet increasing demand that will be created when Lottery revenues increase triggering an increase from 12% to 25% of agency Lottery funds going to fund LGGP grants.

##### How Achieved:

The Department proposes to hire permanent, full-time staff positions to address the current volume of overdue and incomplete data management tasks and volume of uncompleted work in the federal and state Review and Compliance Program in the Heritage Program and to handle additional grant coordinator duties related to grant administration in order to support the expected increase in workload in the Local Government Grant Program.

The Heritage Division is increasingly reliant on Geographic Information System (GIS) databases and digital record management to accomplish the regular functions of the office. These tasks include receiving applications for tax programs, grants, and recognition programs; requests for project review under state and federal laws; and providing responses to and tracking these requests and responses as part of regular program administration. Federal and state laws and regulations requires the SHPO to maintain an inventory of historic properties. The information is used by federal and state agencies and the private sector for education, compliance with applicable laws, and project development. Current resources do not allow staff time to completely and accurately enter records for historic properties into the state-wide inventory database, manage this system, respond to requests for data and public records requests, or manage physical files.

The State Historic Preservation Office (SHPO) has only a single employee meeting the federal program requirements for a "qualified historian" for the Review and Compliance Program. Current workloads force staff to choose to not respond to agency requests for project review or provide delayed, inadequate, or incomplete responses. The SHPO frequently cannot review agency annual reports or monitor compliance with inter-agency agreements created under federal and state cultural resource laws. The lack of staff support frustrates users who do not receive timely responses to their request for project review, if at all; potentially endangers historic resources due to lack of review; and contributes to project delays when SHPO response is required. Regular administrative tasks, such as data

## Budget Narrative

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entry and file maintenance, are not completed on a timely basis and negatively impact operations and further slow operations. The SHPO received 2,750 requests for project review in federal fiscal year 2020, and of these responded only to 1,350 cases, less than half the total number of requests. Historically, workloads increased steadily by approximately 2-3% annually in this area, and are expected to follow this trajectory for the foreseeable future. Current and anticipated federal funding for infrastructure, agency initiatives to address wildfire hazards on federal lands, state response to the 2020 Oregon Wildfire Disaster, and other initiatives will add to the growing work load. Many constituencies respond strongly to the protection of cultural resources, including Oregon's nine federally-recognized Tribes and under-represented communities. Lack of adequate project review and response poses a risk to the agency if it is perceived that the agency has failed to carry out its duties, resulting in loss of public trust or potential legal action.

The LGGP has only a single employee supporting the program under the current program funding structure. As funding increases significantly moving forward, current resources in the LGGP will be unable to provide timely and accurate support with the program seeing an increase in applications, project agreements, reimbursement requests, and project scale and sponsorships.

### Staffing Impact:

Archivist 2, permanent full-time  
Program Analyst 1, permanent full-time (2 positions)

### Quantifying Results:

Hiring three permanent, full-time staff positions will allow the Heritage Programs enter applications and other data received within the specified program-appropriate timeframe with administrative tasks such as database maintenance, data entry, and electronic and file management occurring on a regularly-scheduled basis. The public and partner agencies will access Heritage Division services more easily and have available more accurate and complete information that will allow for better decision making and more complete compliance with state and federal laws allowing the Heritage Division to more efficiently respond to requests for information. SHPO will respond to 70%-85% of requests for project review within the specified program-appropriate timeframe. This target accounts for the anticipated increase in workload. Additionally, all LGGP customer service, technical support, and awarded funds and agreements will be executed in a timely manner.

### Revenue Source:

\$520,797 Lottery Funds, \$108,575 Other Funds



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.	112 Add staff to handle higher work volume							63400-500-10-00-00000				
								Community Support and Grant				
PERSONAL SERVICES												
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
OA0 C0861	Program Analyst 2	2	1.76			231,126	129,496					-
OA0 C1117	Research Analyst 3	1	0.88			110,376	63,401					-
				Salaries & Wages					282,311	59,191		341,502
				Empl Rel Bd Assessments					114	24		138
				Public Employees Retire Cont					50,590	10,607		61,197
				Social Security Taxes					21,598	4,528		26,126
				Paid Family Medical Leave Insurance					1,129	237		1,366
				Workers Comp Assessments					100	20		120
				Mass Transit Tax					1,693	355		2,048
				Flexible Benefits					86,202	17,748		103,950
				Reconciliation Adjustment								-
Total Personal Services								-	443,737	92,710	-	536,447
SERVICES AND SUPPLIES												
4100	Instate Travel								4,386	903		5,289
4150	Employee Training								1,756	362		2,118
4175	Office Expense								1,097	226		1,323
4200	Telecommunications								5,486	1,129		6,615
4300	Professional Services											-
4425	Facilities Rental and Taxes								14,621	3,010		17,631
4450	Fuels and Utilities											-
4475	Facilities Maintenance											-
4575	Agency Program Related S&S								13,402	2,759		16,161
4650	Other Services and Supplies								18,156	3,738		21,894
4700	Expendable Property								18,156	3,738		21,894
Total Services and Supplies								-	77,060	15,865	-	92,925
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$520,797	\$108,575	\$0	\$629,372
TOTAL POSITIONS/FTE			3	Pos	2.64	FTE						



## Budget Narrative

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### Community Support and Grants

#### 115 Authorize Increased State ATV Grant Funds

##### Package Description

The purpose of this package is to address and fund ongoing increased expenses in the ATV program. Above typical inflation increases, the Department's ATV grant assisted program costs continue to rise, which include materials, shipping, mobilization, construction, equipment, and labor expenses. In addition to grant expenses, contracts for Safety Program services costs are increasing to include IT and safety related contracts.

##### How Achieved:

By increasing overall grants budget to match with the increasing fuel tax revenue, the Department will be able to address more expensive projects while continuing with Safety and IT contracts to provide training and IT services.

There are several areas that require increased spending, which include expenses for equipment for safety training in the ATV Safety Program, primarily updating the ATV safety trailer and additional loaner ATVs for training kids. The Department also has a need to complete the rebranding of the ATV program, which is currently in the first phase of updates and will need to complete refining elements for the ATV Safety Program and card, produce a logo, and design of other safety related elements. Additionally, there are some property acquisition grant opportunities that rarely are available that could be supported by having additional funding made available for this grant category.

##### Staffing Impact:

None.

##### Quantifying Results:

The Department is able to fund, at least, the same amount of grant proposals with the possibility of more. Ultimately, the Department will see fewer grants that need to amend to reduce project scopes and more completed projects while also continuing to provide the same service level for ATV Safety related programs.

##### Revenue Source:

\$3,000,000 Other Funds (ATV Fuel Tax)

## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No. 115 Authorize increased state ATV grant funds								63400-500-10-00-00000				
								Community Support and Grant				
PERSONAL SERVICES												
Classification No.	Group by Classification Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
				Salaries & Wages								-
				Empl Rel Bd Assessments								-
				Public Employees Retire Cont								-
				Social Security Taxes								-
				Workers Comp Assessments								-
				Flexible Benefits								-
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
Total Services and Supplies								-	-	-	-	-
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
6020	Dist to Counties									182,100		182,100
6025	Dist to Other Gov Unit									2,619,900		2,619,900
6030	Dist to Non-Gov Units									198,000		198,000
Total Special Payments								-	-	3,000,000	-	3,000,000
TOTAL REQUESTS								-	\$0	\$3,000,000	\$0	\$3,000,000
TOTAL POSITIONS/FTE			Pos	FTE								



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

Parks & Recreation Dept  
2023-25 Biennium

Agency Number: 63400

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

Source	2019-21 Actuals	2021-23 Leg Adopted Budget	2021-23 Leg Approved Budget	2023-25 Agency Request Budget	2023-25 Governor's Budget	2023-25 Leg. Adopted Budget
<b>Lottery Funds</b>						
Tsfr From Administrative Svcs	14,374,329	20,040,272	20,208,533	40,279,866	-	-
Tsfr To Forestry, Dept of	(2,596)	-	-	-	-	-
<b>Total Lottery Funds</b>	<b>\$14,371,733</b>	<b>\$20,040,272</b>	<b>\$20,208,533</b>	<b>\$40,279,866</b>	<b>-</b>	<b>-</b>
<b>Other Funds</b>						
Non-business Lic. and Fees	1,903,961	1,748,475	1,748,475	1,773,499	-	-
Park User Fees	260,331	457,951	469,715	716,134	-	-
Charges for Services	12,701	-	-	4,842	-	-
Lottery Bonds	-	10,214,553	10,214,553	-	-	-
Interest Income	287,908	426,024	426,024	142,929	-	-
Sales Income	13,111	-	-	-	-	-
Donations	43,257	-	-	-	-	-
Other Revenues	52,284	192,024	192,024	150,000	-	-
Tsfr From OR Business Development	241,558	260,000	260,000	313,724	-	-
Tsfr From Transportation, Dept	31,500,141	31,782,634	31,782,634	35,168,434	-	-
Transfer to Counties	(14,909,826)	(15,634,249)	(15,634,249)	(16,105,204)	-	-
Tsfr To Police, Dept of State	(463,946)	(894,602)	(894,602)	(1,001,954)	-	-
Tsfr To Forestry, Dept of	(1,409,231)	(1,551,340)	(1,551,340)	(1,977,001)	-	-
Tsfr To Transportation, Dept	(583,370)	(715,483)	(715,483)	(823,804)	-	-
<b>Total Other Funds</b>	<b>\$16,948,879</b>	<b>\$26,285,987</b>	<b>\$26,297,751</b>	<b>\$18,361,599</b>	<b>-</b>	<b>-</b>
<b>Federal Funds</b>						
Federal Funds	8,792,903	18,493,835	18,534,539	18,086,540	-	-
Tsfr To Agriculture, Dept of	(6,890)	-	-	-	-	-
<b>Total Federal Funds</b>	<b>\$8,786,013</b>	<b>\$18,493,835</b>	<b>\$18,534,539</b>	<b>\$18,086,540</b>	<b>-</b>	<b>-</b>

\_\_\_\_ Agency Request  
2023-25 Biennium

\_\_\_\_ Governor's Budget

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

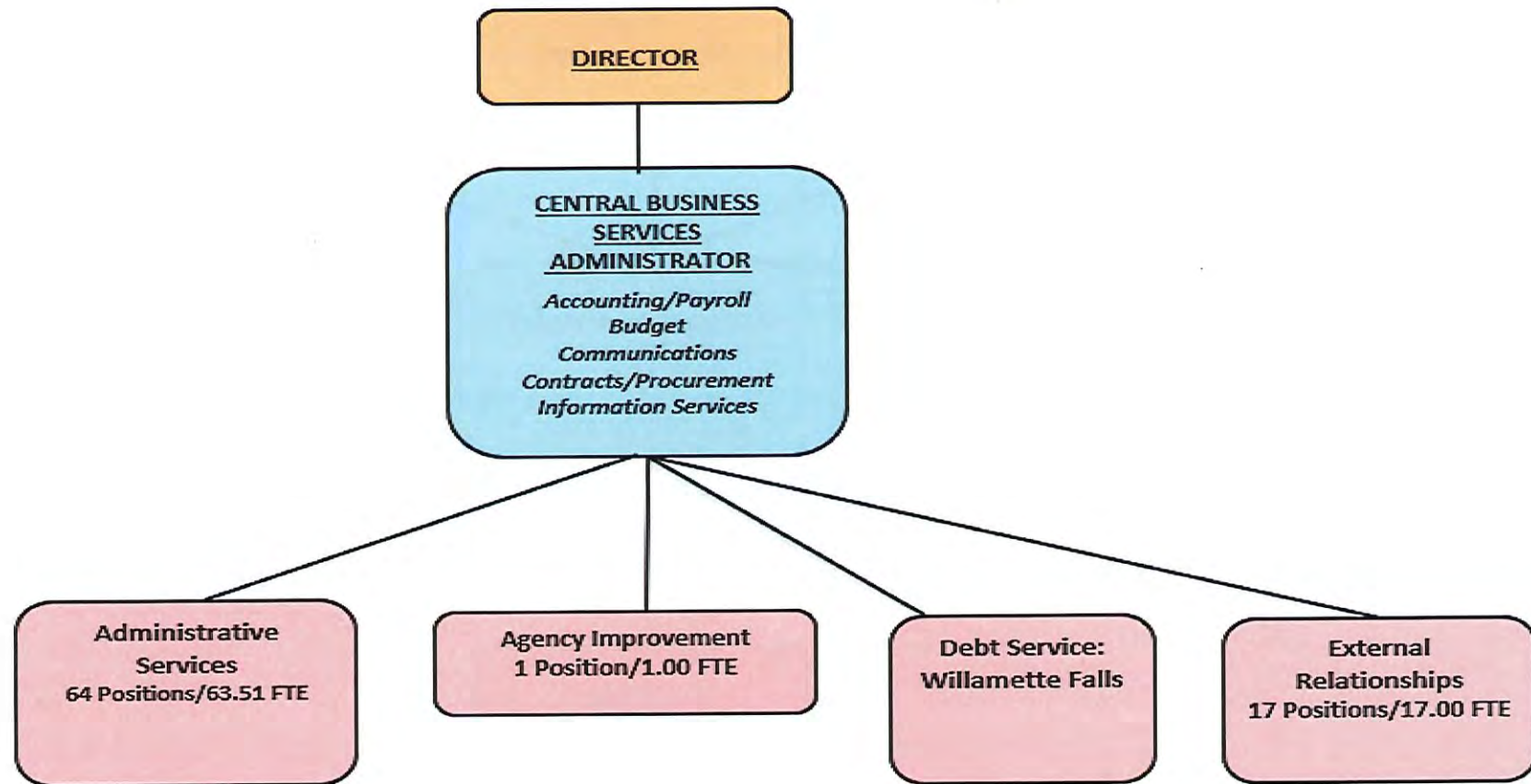


# Budget Narrative

## Central Services

### Program Description

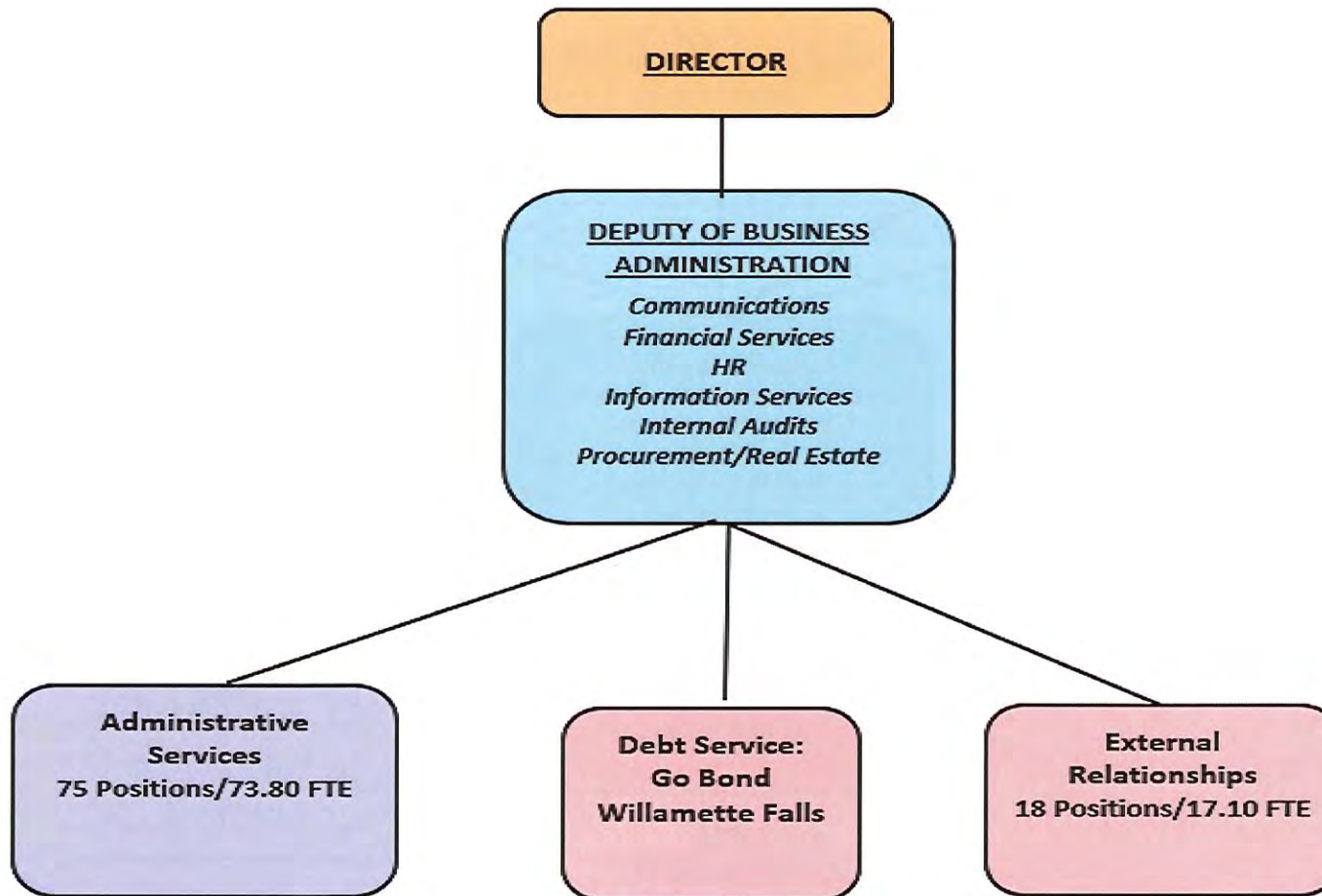
#### Oregon Parks and Recreation Department Central Services 2021-23



# Budget Narrative

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## Oregon Parks and Recreation Department Central Services 2023-25



# Budget Narrative

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## 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, and includes General Fund to repay recent legislatively approved bonds for major state park repairs and improvements.

### 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:

- Budgeting.
- Accounting.
- Contracting.
- Human Resources
- Information Technology.
- Communications and marketing.
- Policy development.

The Central Services program's direct customers are OPRD employees, other state agencies, and the Legislature. 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, 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



## Budget Narrative

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3. Enhance Overall **Online Service** Delivery
4. **Measure Performance** with State Agency Scorecards

### **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 met 100% of recommended Oregon best practices since it began measuring performance 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**

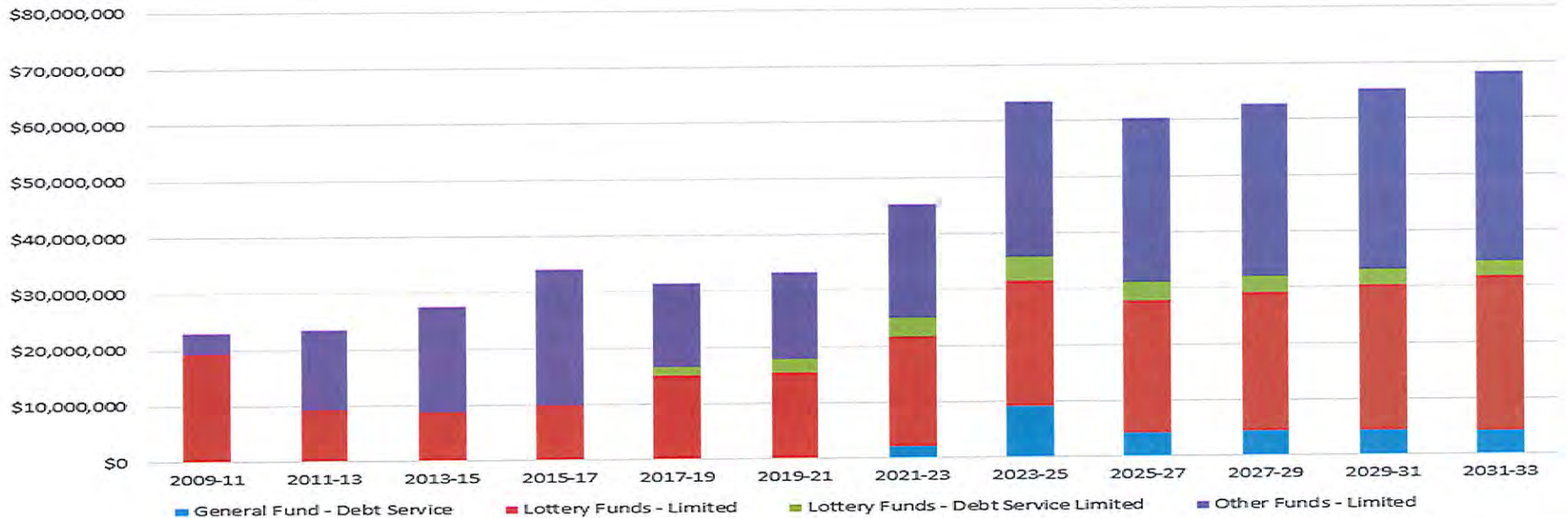
Normal Central Services operation is funded by a roughly equal split of dedicated Lottery Funds and Other Funds (primarily revenue from park visitors). The budget also includes General Fund to service bonds authorized by the legislature for major park repairs and improvements.

*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.

# Budget Narrative

## Central Services



### Significant Proposed Program Changes from 2021-23

Information technology, including hardware and software directly owned by OPRD and services purchased from vendors, are critical to the agency's ability to serve park visitors, community grant recipients, and other Oregonians with a vested interest in successful protection of outdoor recreation and heritage resources. After deferring action in the 2021-23 biennium recovering from the pandemic, the time has come to make strategic investments that assure the agency's ability to deliver service in 2023 forward. Package 106 allocates \$2.3 million to replace the central reservation system, a service that will be purchased through a public procurement process in conjunction with Oregon Enterprise Information Services. The system facilitates efficient access to the state park system for the millions looking to state parks for quality experiences annually, and is in dire need of customer-service oriented improvements; the current vendor was awarded a contract in 2009. An updated service will expand customer services and protect a significant portion of agency revenue. Package 112, prompted by increased workloads, adds five mostly-limited duration positions to provide agency-wide back office support in accounting, payroll, and human resources and totals \$1.1 million for staff, services, and supplies. Package 113, at \$4.3 million, continues necessary investments in staff and services needed to expand digital networking, support frontline staff who rely on computer technology for their work, improve agency public communications, and manage complex multi-biennium projects more effectively. This package enables OPRD to effectively deliver public services represented by packages found in other agency units.



## 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, and other agencies. The funding for the Central Services program comes from Park User Fees (Other Funds) and Parks and Natural Resources Funds (Lottery), with General Fund to service bond debt.

### Expenditures by fund type, positions and full-time equivalents

<b>Central Services:</b>							
	General	Lottery	Other	Federal	Total Funds	Positions	FTE
Administrative Services		19,680,053	25,007,384	0	44,687,437	75	73.80
External Relationships		2,698,047	2,833,978	0	5,532,025	18	17.10
Debt Service - Willamette Falls		4,145,780	0	0	4,145,780		
Debt Service - Gen Oblig Bonds	9,070,940		0	0	9,070,940		
<b>Total</b>	<b>9,070,940</b>	<b>26,523,880</b>	<b>27,841,362</b>	<b>0</b>	<b>63,436,182</b>	<b>93</b>	<b>90.90</b>

### 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, Communications, Information Services, Debt Service, Diversity, Equity, and Inclusion (DEI), and the Central Business 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, internal/external communications, customer information by phone and email, website contact, interpretation coordination, and purchasing practices, including the SPOTS program.

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

OPRD's Human Resources unit faces growing challenges to recruitment, place, and retain qualified staff in the face of:

- High housing costs couple with limited supply.
- The shift to a hybrid in-office/remote workplace.
- Gradually increasing retirements.

These factors increase the amount of time required to perform standard HR functions, and understaffing the unit leads to delays in serving frontline and program managers, resulting in a lower levels of public service. Other back-office units, such as accounting, budget, payroll, and contracts, face high work volume due to dramatic increases in park visitation — which results in increased



## Budget Narrative

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purchasing and contracting — and upcoming increases in funding for community grants. Communications staff also experience much greater demand for their services, including both digital and print production, as park visits increase, and have the added complexity of needing to serve more of Oregon's diverse community.

### **Expected results from the 2023-25 budget for the program unit.**

The administrative functions of the Central Services Program Area provide the support needed to effectively advance the goals of OPRD by improving the performance and efficiency of core business functions:

- 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
- Contract for a reservation system provider to replace OPRD's expiring contract with the current provider.

### **Revenue sources and proposed revenue changes**

In Central Services, Administrative Services and External Relations (Communications Division) 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 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

## 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
<b>2021-23 LEGISLATIVELY ADOPTED BUDGET</b>	82	81.51	44,553,864	2,232,560	22,391,203	19,930,101			
<b>Emergency Board Actions (through 3/2022)</b>			707,912		362,211	345,701			
<b>2021-23 Legislatively Approved Budget</b>	82	81.51	45,261,776	2,232,560	22,753,414	20,275,802			
<b>Base Budget Adjustments:</b>									
Net Cost of 2021-23 Position Actions:									
Administrative, Biennialized E-Board, Phase-Out	(1)	(1.29)	328,328		65,179	263,149			
Estimated Cost of 2023-25 Merit Increase									
Base Debt Service Adjustment			7,657,308	6,838,380	818,928				
Base Nonlimited Adjustment									
Capital Construction Adjustment									
<b>Subtotal: 2023-25 Base Budget</b>	81	80.22	53,247,412	9,070,940	23,637,521	20,538,951			
<b>Essential Packages:</b>									
<b>Package No. 010</b>									
Vacancy Factor (Increase)/Decrease			11,560		5,430	6,130			
Non-PICS Personal Service Increase/(Decrease)			59,341		30,515	28,826			
Subtotal			70,901		35,945	34,956			
<b>Package No. 021/022</b>									
021 - Phased-In Programs Excl. One-Time Costs									
022 - Phase-Out Programs and One-Time Costs			(750,000)			(750,000)			
Subtotal			(750,000)			(750,000)			
<b>Package No. 031/032/033</b>									
Cost of Goods & Services Increase/(Decrease)			718,952		350,968	367,984			
State Govt Service Charges Increase/(Decrease)			1,914,283		933,787	980,496			
Subtotal			2,633,235		1,284,755	1,348,480			
<b>Package No. 040</b>									
Mandated Caseload Increase/(Decrease)									
<b>Package No. 050</b>									
Fund Shifts									
<b>Package No. 060</b>									
Technical Adjustments	1	1.00	159,542		77,824	81,718			
<b>Subtotal: 2023-25 Current Service Level Budget</b>	82	81.22	55,361,090	9,070,940	25,036,045	21,254,105			
<b>2023-25 Current Service Level - Page 1 Subtotal</b>	82	81.22	55,361,090	9,070,940	25,036,045	21,254,105			
<b>Package No. 070</b>									
Revenue Shortfalls									
<b>Subtotal: 2023-25 Modified Current Service Level</b>	82	81.22	55,361,090	9,070,940	25,036,045	21,254,105			



## Budget Narrative

Central Services	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other	Federal
<b>Emergency Board Packages:</b> (List ORBITS Package number and title)									
<b>Subtotal Emergency Board Packages</b>									
<b>Policy Packages:</b>									
101 Fund operational cost increases			110,000		53,658	56,342			
102 Honor past grant award obligations									
103 Increase local govt grants to 25% of Lottery									
104 Carryover 21-23 mandated higher Lottry grants									
105 Authorize increased federal recreation grants									
106 Replace/upgrade 2009 park reservation system			2,275,000			2,275,000			
107 Increase ranger hrs due to record visitation									
108 Invest in park repaairs and improvements									
109 Add service and supply \$ to match visitation									
110 Study agency efficiency legislation									
111 Implement ATV safety program improvement									
112 Add staff to handle higher work volume	5	4.40	1,079,963		526,807	553,156			
113 Invest in secure and reliable computer tech	6	5.28	4,310,773		761,344	3,549,429			
114 State park customer service projects			299,356		146,026	153,330			
115 Authoize increased state ATV grant fund									
116 Add new parklands to overloaded system									
<b>Subtotal Policy Packages</b>	11	9.68	8,075,092		1,487,835	6,587,257			
<b>Total: 2023-25 Budget</b>	93	90.90	63,436,182	9,070,940	26,523,880	27,841,362			
<b>Percent Change From 2021-23 Leg. Approved</b>	13.4%	11.5%	40.2%	306.3%	16.6%	37.3%	0.0%	0.0%	0.0%
<b>Percent Change From Current Service Level Budget</b>	13.4%	11.9%	14.6%	0.0%	5.9%	31.0%	0.0%	0.0%	0.0%



# Budget Narrative

## DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2019-21 Actual	2021-23 Legislatively Approved	2021-23 Estimated	2023-25		
						Agency Request	Governor's Budget	Legislatively Adopted
<b><u>Lottery Funds</u></b>								
Interest Earnings (Dedicated Lottery - Measure 76)	Lot	0605	679,166	906,366	906,366	906,366		
Interest Earnings (Non-Dedicated Lottery - Non-Measure 76)	Lot	0605	18,118					
Transfers-In								
Intrafund	Lot	1010						
From Dept. Adminst Serv (Dedicated Lottery - Measure 76)	Lot	1107	15,819,303	26,879,537	29,055,303	9,210,838		
From Dept. Adminst Serv (Non-Dedicated Lottery - Non-Measure 76)	Lot	1107	2,279,425	3,325,195	3,325,195	4,145,780		
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						
<b>Total Lottery Funds</b>	Lot		18,796,012	31,111,098	33,286,864	14,262,984	-	-
<b><u>Other Funds (Limited)</u></b>								
Park User Fees	Oth	0255	21,211,421	21,787,086	23,397,700	18,708,706		
Other Nonbusiness Lic & Fees	Oth	0210						
Federal Revenues - Svc Contracts	Oth	0410						
Charges for Services	Oth	0410						
Rents and Royalties	Oth	0510						
Interest Earnings	Oth	0605	1,750,100	2,854,754	713,349	872,163		
Sales Income	Oth	0705	7,279					
Donations	Oth	0905						
Grants (Non-Fed)	Oth	0910						
Other Revenues	Oth	0975	94,507					
Bond Proceeds	Oth	0565		750,000	750,000			
Transfers-In								
Intrafund	Oth	1010						
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	2019-21 Actual	2021-23 Legislatively Approved	2021-23 Estimated	2023-25		
						Agency Request	Governor's Budget	Legislatively Adopted
Transfers-Out								
Intrafund	Oth	2010	-			(16,250,000)		
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		23,063,307	25,391,840	24,861,049	3,330,869	-	-
<b><i>Federal Funds (Limited)</i></b>								
Federal Funds	Fed	0995						
Oregon Department of Transportation	Fed	1730						
Oregon Military Dept	Fed	1248						
Transfers-Out								
To Dept of Fish/Wildlife	Fed	2635						
To Dept of Forestry	Fed	2629						
<i>Total Federal Funds - Limited</i>	Fed		-	-	-	-	-	-
<b>TOTAL LIMITED</b>			41,859,319	24,641,840	58,147,912	17,593,853	-	-
<b>Lottery, Other, and Federal Funds</b>			41,859,319	56,502,938	58,147,912	17,593,853	-	-

## Budget Narrative

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### Central Services

#### 010 Non-PICS Psnl Svc / Vacancy Factor

##### Package Description

This package includes standard inflation of 4.2% 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 plus the return of the hiring slow down limitation reduction.



## 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	All Funds
				Temporary Appointments					4,993	5,243		10,236
				Overtime Payments					4,363	4,582		8,945
				Shift Differential					42	44		86
				All Other Differential					1,503	1,578		3,081
				Public Employees Retire Cont					1,059	1,112		2,171
				Pension Bond Contribution					12,727	10,646		23,373
				Social Security Taxes					834	876		1,710
				Paid Family Medical Leave Insurance					23	24		47
				Mass Transit Tax					4,971	4,721		9,692
				Vacancy Savings					5,430	6,130		11,560
Total Personal Services								-	35,945	34,956	-	70,901
SERVICES AND SUPPLIES												
Total Services and Supplies								-	-	-	-	-
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$35,945	\$34,956	\$0	\$70,901
TOTAL POSITIONS/FTE				Pos		FTE						

## Budget Narrative

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### Central Services

#### 022 Phase-out Program and One-time Costs

##### Package Description

This package phases out limitation associated with the issuance cost for OPRD's general obligation bonds issued in 2022 and 2023.



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.	022 Phase-out Pgm & 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	All Funds
				Salaries & Wages								-
				Empl Rel Bd Assessments								-
				Public Employees Retire Cont								-
				Social Security Taxes								-
				Workers Comp Assessments								-
				Flexible Benefits								-
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4100	Instate Travel											-
4150	Employee Training											-
4175	Office Expenses											-
4200	Telecommunication											-
4250	Data Processing											-
4315	IT Professional Services											-
4575	Agency Program Related S and S											-
4625	Other COP Costs									(750,000)		(750,000)
4650	Other Services and Supplies											-
4700	Expendable Prop 250 - 5000											-
4715	IT Expendable Property											-
Total Services and Supplies								-	-	(750,000)	-	(750,000)
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$0	(750,000)	\$0	(750,000)
TOTAL POSITIONS/FTE				Pos	FTE							



## Budget Narrative

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### Central Services

#### 031 Standard Inflation Adjustments

##### Package Description

This package includes standard inflation of 4.2% for all Services and Supplies, Capital Outlay and Special Payments unless otherwise described below. In addition, Professional Services accounts are granted 8.8% inflation.

This package includes adjustment to State Government Services Charges based on the DAS Price List published as part of the budget instructions.

## 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	All Funds
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4100	Instate Travel								2,985	3,105		6,090
4150	Employee Training								2,627	2,758		5,385
4175	Office Expenses								7,568	7,947		15,515
4200	Telecommunications								20,234	21,169		41,403
4225	State Gov. Service Charges								933,787	980,496		1,914,283
4250	Data Processing								29,150	30,608		59,758
4275	Publicity and Publications								14,221	14,933		29,154
4300	Professional Services								77,667	81,444		159,111
4315	IT Professional Services								22,357	23,475		45,832
4425	Facilities Rental and Taxes								129,006	135,458		264,464
4450	Fuels and Utilities								642	674		1,316
4475	Facilities Maintenance								569	597		1,166
4575	Agency Program Related S and S								24,375	25,270		49,645
4650	Other Services and Supplies								5,400	5,670		11,070
4700	Expendable Prop 250 - 5000								1,896	1,991		3,887
4715	IT Expendable Property								10,237	10,749		20,986
Total Services and Supplies								-	1,282,721	1,346,344	-	2,629,065
CAPITAL OUTLAY												
5600	Data Processing Hardware								2,034	2,136		4,170
Total Capital Outlay								-	2,034	2,136	-	4,170
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$1,284,755	\$1,348,480	\$0	\$2,633,235
TOTAL POSITIONS/FTE			Pos	FTE								



## Budget Narrative

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### Central Services

#### 060 Technical Adjustments

##### Package Description

This package includes adjustments related to moving a Park Ranger 2 from Direct Services. This position has been converted to an administrative support position.

## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No. 060 Technical Adjustments										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	All Funds
0AO C8435	Park Ranger 2	1	1			95,136	64,406					
									46,407	48,729		95,136
									26	27		53
									8,316	8,732		17,048
									3,550	3,728		7,278
									186	195		381
									22	24		46
									19,317	20,283		39,600
<b>Total Personal Services</b>								-	77,824	81,718	-	159,542
SERVICES AND SUPPLIES												
4100	Instate Travel											-
4150	Employee Training											-
4175	Office Expense											-
4200	Telecommunications											-
4300	Professional Services											-
4325	Attorney General											-
4450	Fuels and Utilities											-
4575	Agency Program Related S&S											-
4650	Other Services and Supplies											-
<b>Total Services and Supplies</b>								-	-	-	-	-
CAPITAL OUTLAY												
<b>Total Capital Outlay</b>								-	-	-	-	-
SPECIAL PAYMENTS												
<b>Total Special Payments</b>								-	-	-	-	-
<b>TOTAL REQUESTS</b>								-	\$77,824	\$81,718	\$0	\$159,542
TOTAL POSITIONS/FTE		1	Pos	1.00	FTE							



## Budget Narrative

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### Central Services

#### 101 Fund Operational Cost Increase

##### Package Description

The purpose of this package is to increase expenditure limitation for specific operational costs that are increasing faster than inflation or are due to changes in operations, generally outside Oregon Parks and Recreation Department's (OPRD) control.

##### 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:

- Network Connectivity – this would be the cost of the process that connects multiple systems in the network together. The analysis looked at rate increases above standard inflation over the last several biennia. Amount Requested; \$110,000.

##### 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:

\$53,658 Lottery Funds, \$56,342 Other Funds

## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.	101 Standard Operational Needs							63400-200-10-00-00000 Central Services				
PERSONAL SERVICES												
Classification No.	Group by Classificati on Name	# of Pos.	FTE	Base Rate	Avg. Step	Avg. Salary	Avg. OPE	GF	LF	OF	FF	All Funds
				Salaries & Wages								-
				Empl Rel Bd Assessments								-
				Public Employees Retire Cont								-
				Social Security Taxes								-
				Workers Comp Assessments								-
				Flexible Benefits								-
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4250	Data Processing								53,658	56,342		110,000
4575	Agency Program Related S and S											-
Total Services and Supplies								-	53,658	56,342	-	110,000
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$53,658	\$56,342	\$0	\$110,000
TOTAL POSITIONS/FTE				Pos		FTE						



# Budget Narrative

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## Central Services

### 106 Replace/Upgrade 2009 Park Reservation System

#### Package Description

The purpose of this package is to complete the process of selecting a vendor, implementing a new or updating the existing reservation system, and transitioning from a project to operations and maintenance.

#### How Achieved:

Based upon current project schedules, the evaluation of the responses from the RFP and subsequent proposer solution demonstrations will be in the final phases. At the end of the proposer evaluation process the goal is to select the solution that rates the highest by meeting Oregon Parks and Recreation's (OPRD) technical requirements, incorporating the Department's standards for accessibility and user experience, and demonstrates the ability to innovate and integrate emerging technologies.

The selected vendor then will work with the project team and SME, with input from both public and staff-facing users, to tailor and refine the vendor's solution to implement a reservation system that sets the highest standards for user experience and accessibility, while improving overall staff efficiency. Additionally, the project will plan and leave in place, processes to ensure that the ongoing operations and maintenance functions of the new or updated reservation system preserve the functionality of the website, but also promote the websites ongoing growth.

#### Staffing Impact:

None

#### Quantifying Results:

The success of the new reservation system will be measured by the overall public opinion of the reservation system as positive, the improved user experience, simplicity of making a reservation, and expanded reservation options. This will also be measured by reduced or improved staff interaction with reservation system resulting in additional time for other park activities and an establishment of standard process and procedures for park operations relating to reservation system activities. The Department will finally gauge the success of the fully accessible website meeting or exceeding WCAG 2.0 standards, the open data access to reservable inventory for 3rd party organizations, and real-time data access and improved analytics.

#### Revenue Source:

\$2,275,000 Other Funds

## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.		106 Replace/upgrade 2009 park reservation system								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	All Funds
				Salaries & Wages								
				Empl Rel Bd Assessments								
				Public Employees Retire Cont								
				Social Security Taxes								
				Workers Comp Assessments								
				Flexible Benefits								
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4100	Instate Travel											-
4150	Employee Training											-
4175	Office Expense											-
4225	State Gov Service Charges											-
4250	Data Processing											-
4315	IT Professional Services									2,275,000		2,275,000
4425	Facilities Rental and Taxes											-
4575	Agency Program Related S&S											-
4650	Other Services and Supplies											-
Total Services and Supplies								-	-	2,275,000	-	2,275,000
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$0	\$2,275,000	\$0	\$2,275,000
TOTAL POSITIONS/FTE				Pos	FTE							



# Budget Narrative

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## Central Services

### 112 Add Staff to Handle Higher Work Volume

#### Package Description

The purpose of this package is to request funding for positions in order to meet the expectations and needs of the agency through the delivery of Human Resources services and consultation in a pro-active and intentional way and in Financial Services to accommodate increased workload from Workday Payroll, OregonBuys, GASB87, and GO Bonds.

#### How Achieved:

This package will create “lanes” of excellence to provide service to Human Resources (HR) within the Department in three categories; Data Integrity and Records Management, Talent Acquisition and Development, and Employee Relations. By creating teams to work within these categories the Department increases HR's service knowledge and bench strength becoming prepared for staffing changes such as promotions, extended leaves or succession planning. With appropriate staffing OPRD will receive service that supports strategic workforce planning and partnership.

Financial Services requires an increase in staff to assist with the implementation, within the required timeline, of two new statewide systems, Workday Payroll and OregonBuys, as well as increased scope of work for the Department. A Payroll Analyst will be needed as the state transitions to a modernized HRIS system with payroll integration, which will enhance the need both in the amount of work, and in the scope of complexity. The time period of this transition will extend beyond implementation and will require maintenance and problem solving as it relates to data integrity, payroll processing, the implementation of Workday. As a member of the payroll team, this position will offer complete payroll services for over 885 regular, seasonal and temporary employees.

Financial Services will also require an Accountant 1 to be responsible for the Department's fiscal management and budget administration. The Accounting unit is designed to provide financial accounting coordination for the Department statewide. This program contributes to the overall purpose of the Agency by providing complete and accurate financial and business information, on a timely basis, making required legal reports on the use of public funds. This position will work on the implementation of OregonBuys and GASB 87 along with assisting in the increase in workload from the GO Bonds the agency received in the 2021 session.

## Budget Narrative

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### Staffing Impact:

Operations/Policy Analyst 3, permanent full-time (2 positions)  
Human Resources Analyst, permanent full-time  
Payroll Analyst, limited duration full-time  
Accountant 1, permanent full-time

### Quantifying Results:

Appropriate staffing in the area of Workday and OregonBuys administration, along with additional staffing for accounting needs related to GASB87 and GO Bond activities, will result in accurate record keeping and position management which will support accurate and timely payroll administration and budget management while providing timely services to the Department's lines of business and vendors. This also allows for pro-active staffing allows for professional development and creates a path for succession planning, a priority in the Department's strategic focus.

### Revenue Source:

\$349,768 Lottery Funds, \$367,263 Other Funds



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.		112 Add staff to handle higher work volume							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	All Funds
OAO C1216	Accountant 1	1	0.88			95,655	59,578					-
MMN X1321	Human Resource Analyst 2	1	0.88			119,700	65,822					-
MMN X0872	Operations & Policy Analyst 3	2	1.76			291,060	145,060					-
OAO C0214	Payroll Analyst	1	0.88			87,255	57,396					-
				Salaries & Wages					289,594	304,076		593,670
				Empl Rel Bd Assessments					110	120		230
				Public Employees Retire Cont					51,893	54,492		106,385
				Social Security Taxes					22,155	23,261		45,416
				Paid Family Medical Leave Insurance					1,159	1,216		2,375
				Workers Comp Assessments					100	100		200
				Mass Transit Tax					1,738	1,824		3,562
				Flexible Benefits					84,510	88,740		173,250
				Reconciliation Adjustment								-
												-
Total Personal Services								-	451,259	473,829	-	925,088
SERVICES AND SUPPLIES												
4100	Instate Travel								4,300	4,515		8,815
4150	Employee Training								1,722	1,808		3,530
4175	Office Expense								1,075	1,130		2,205
4200	Telecommunications								5,378	5,647		11,025
4300	Professional Services											-
4425	Facilities Rental and Taxes								14,334	15,051		29,385
4450	Fuels and Utilities											-
4475	Facilities Maintenance											-
4575	Agency Program Related S&S								13,139	13,796		26,935
4650	Other Services and Supplies								17,800	18,690		36,490
4700	Expendable Property								17,800	18,690		36,490
Total Services and Supplies								-	75,548	79,327	-	154,875
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$526,807	\$553,156	\$0	\$1,079,963
TOTAL POSITIONS/FTE			5	Pos	4.40	FTE						



# Budget Narrative

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## Central Services

### 113 Invest in Secure and Reliable Computer Tech

#### Package Description

The purpose of this package is to implement an information architecture that meets the security, integrity, quality, and availability needs of the Department, perform lifecycle management of network connections at the parks, and to provide adequate staffing to maintain a secure, stable, and usable web presence and modernize existing back office systems.

#### How Achieved:

Using the project staff being requested, OPRD will initiate multiple projects to accomplish the work. Significant work efforts will include creating a comprehensive data inventory, implementing appropriate controls to comply with and support Oregon's Data Strategy, and to ensure appropriate privacy and security controls are in place. The Department will also be building out the Heritage Hub to complete a vision that has been planned for several years. The Heritage Hub will bring better protection of cultural and historical resources while also increasing transparency by appropriate parties to streamline processes connected to economic development, infrastructure upgrades, downtown planning, and other community related activities. The last piece of the investment will implement the upgraded document management and records management solutions. This will support the Governor's increased focus on transparency, information security, and improved user-friendliness of systems. The upgrade will also reduce the cost and efforts associated with public records requests and will decrease the time between request and fulfillment.

#### Staffing Impact:

Project Manager 3, limited-duration full-time (2 positions)  
ISS8, permanent full-time  
ISS7, permanent full-time  
OPA2, limited duration full-time  
Public Affairs Specialist 1, permanent full-time

#### Quantifying Results:

This investment will provide the ability to fully utilize current technologies to deliver relevant services in central highly populated areas as well as in rural and remote locations, allow for avoidance of significant IT security breaches, provide a successful transition to

## Budget Narrative

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desktop and mobile device tools that conform to ETS standards, and increase transparency and data integrity throughout the park system and heritage sites.

### Revenue Source:

\$761,344 Lottery Funds, \$3,549,429 Other Funds



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No.	113 Invest in secure and reliable comptech								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	All Funds
OA0 C1487	Information Sys Specialist 7	1	0.88			144,858	72,356					-
OA0 C1488	Information Sys Specialist 8	1	0.88			157,878	75,738					-
OA0 C0871	Operations & Policy Analyst 2	1	0.88			115,563	64,748					-
OA0 C0856	Project Manager 3	2	1.76			293,244	145,628					-
OA0 C0864	Public Affairs Specialist 1	1	0.88			105,399	62,109					-
				Salaries & Wages					398,505	418,437		\$16,942
				Empl Rel Bd Assessments					132	144		276
				Public Employees Retire Cont					71,414	74,984		146,398
				Social Security Taxes					30,488	32,010		62,498
				Paid Family Medical Leave Insurance					1,593	1,674		3,267
				Workers Comp Assessments					120	120		240
				Mass Transit Tax					2,390	2,511		4,901
				Flexible Benefits					101,412	106,488		207,900
				Reconciliation Adjustment								-
Total Personal Services								-	606,054	636,368	-	1,242,422
SERVICES AND SUPPLIES												
4100	Instate Travel								5,160	5,418		10,578
4150	Employee Training								2,066	2,170		4,236
4175	Office Expense								1,290	1,356		2,646
4200	Telecommunications								6,454	6,776		13,230
4315	IT Professional Services								64,634	2,817,867		2,882,501
4425	Facilities Rental and Taxes								17,200	18,062		35,262
4450	Fuels and Utilities											-
4475	Facilities Maintenance											-
4575	Agency Program Related S&S								15,766	16,556		32,322
4650	Other Services and Supplies								21,360	22,428		43,788
4700	Expendable Property								21,360	22,428		43,788
Total Services and Supplies								-	155,290	2,913,061	-	3,068,351
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$761,344	\$3,549,429	\$0	\$4,310,773
TOTAL POSITIONS/FTE			6	Pos	5.28	FTE						

## Budget Narrative

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### Central Services

#### 114 State Park Customer Service Projects

##### Package Description

The purpose of this package is to increase expenditure limitation for rising costs of 12-month and 24-month day use passes.

##### How Achieved:

Due to a lack of resources, Oregon Parks and Recreation Department (OPRD) developed efficiencies for current practices, which include reevaluating how the Department processes and fulfills the 12-month and 24-month day use passes for the state park system. This process is now contracted out, but with park users increasing attendance and shifting from single day use passes more economical long-term passes, the Department focusing on limiting the environmental footprint by using higher quality, biodegradable products, and increased shipping and supplies costs due to supply-chain issues, costs have exceeded original limitation for these 12-month and 24-month passes. Additional limitation is required for OPRD to keep up with increasing demand and escalation of associated costs.

##### 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:

\$146,026 Lottery Funds, \$153,330 Other Funds



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No. 114 State park customer service projects									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	All Funds
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4175	Office Expenses								146,026	153,330		299,356
4250	Data Processing											-
4425	Facilities Rental and Taxes											-
4575	Agency Program Related S&S											-
4650	Other Services and Supplies											-
Total Services and Supplies								-	146,026	153,330	-	299,356
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$146,026	\$153,330	\$0	\$299,356
TOTAL POSITIONS/FTE			Pos	FTE								



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

Parks & Recreation Dept  
2023-25 Biennium

Agency Number: 63400

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

<i>Source</i>	2019-21 Actuals	2021-23 Leg Adopted Budget	2021-23 Leg Approved Budget	2023-25 Agency Request Budget	2023-25 Governor's Budget	2023-25 Leg. Adopted Budget
<b>Lottery Funds</b>						
Interest Income	697,284	906,366	906,366	906,366	-	-
Tsfr From Administrative Svcs	18,098,728	30,204,732	34,646,814	13,356,618	-	-
<b>Total Lottery Funds</b>	<b>\$18,796,012</b>	<b>\$31,111,098</b>	<b>\$35,553,180</b>	<b>\$14,262,984</b>	<b>-</b>	<b>-</b>
<b>Other Funds</b>						
Park User Fees	21,211,421	21,787,086	20,019,544	18,708,706	-	-
General Fund Obligation Bonds	-	750,000	750,000	-	-	-
Interest Income	1,750,100	2,854,754	2,854,754	872,163	-	-
Sales Income	7,279	-	-	-	-	-
Other Revenues	94,507	-	-	-	-	-
Transfer Out - Intrafund	-	-	-	(16,250,000)	-	-
<b>Total Other Funds</b>	<b>\$23,063,307</b>	<b>\$25,391,840</b>	<b>\$23,624,298</b>	<b>\$3,330,869</b>	<b>-</b>	<b>-</b>

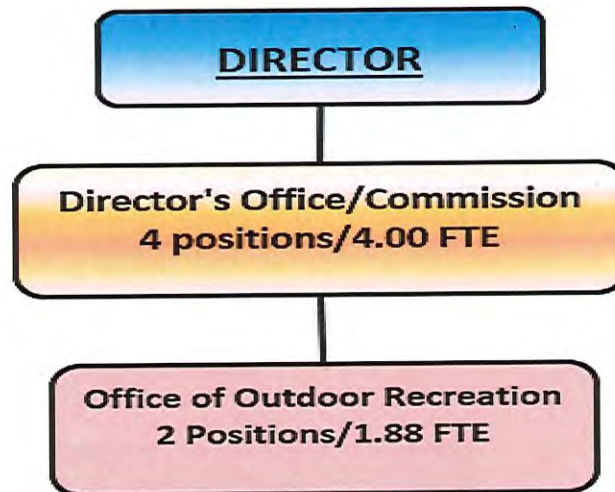
## Budget Narrative

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Director's Office

Program Description

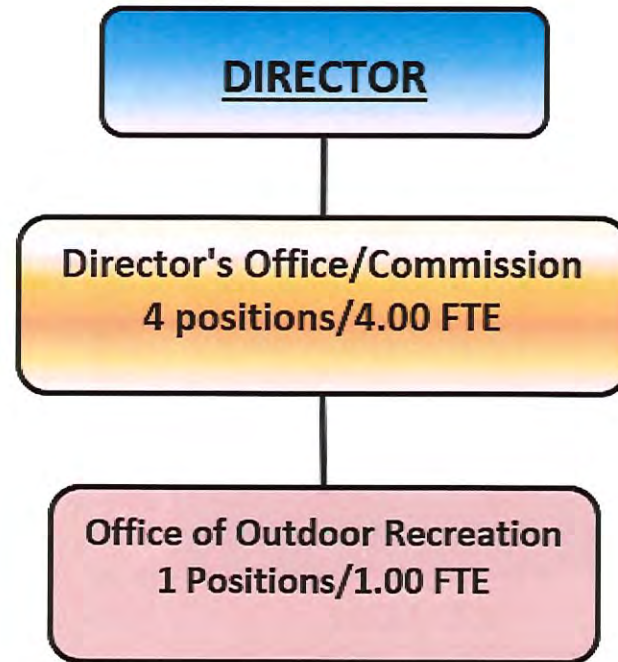
**Oregon Parks and Recreation Department**  
**Director's Office**  
**2021-23**



## Budget Narrative

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### **Oregon Parks and Recreation Department** **Director's Office** **2023-25**





# Budget Narrative

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## 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, and cross-jurisdictional strategies through the *Office of Outdoor Recreation*.

### 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 *Office of Outdoor Recreation* works across business, nonprofit, and government sectors to build consensus on policies and strategies that elevate recreation in every corner of the state by improving access, public participation, and resource protection.

### 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

## Budget Narrative

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### **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 met 100% of the recommended Oregon best practices since it began measuring performance 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. The Office of Outdoor Recreation is General Fund, as directed by its enabling legislation.

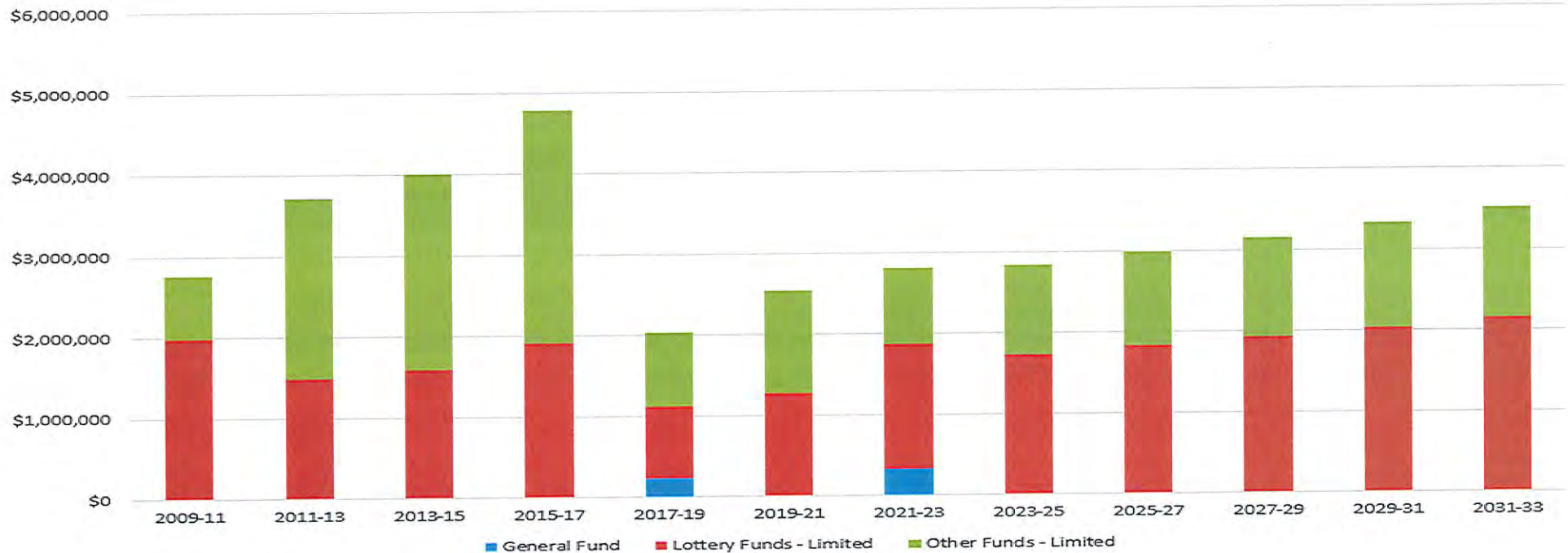
*Oregon Constitution, Article XV, Section 4a, Use of net proceeds from state lottery for parks and recreation areas:* In each biennium the Legislative Assembly shall appropriate all of the moneys in the parks subaccount of the parks and natural resources fund ... to achieve all of the following:

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

### Director's Office



#### **Significant Proposed Program Changes from 2021-23**

The agency has been providing public service in different forms since 1922. In the last 100 years, it has changed structures from a highway advisory committee, to a division of the Transportation Department, to a stand-alone executive agency. Each change was propelled by changes to social call for agency services, the funding model, and operational needs. As the social need for outdoor recreation and heritage programs continues to grow and change, agency leadership has noted the increasing frequency of situations where the standard operating environment imposed on executive agencies restricts its ability to perform the mission. As it has over the last 100 years, studying options to change the agency's form seems well-timed to the changing circumstances wrought by social and environmental forces. Package 110 adds \$214,000 to complete a review and formulate future statutory requests that could take the agency down the path toward some form of quasi-government status.



## Budget Narrative

### Purpose, customers, and source of funding

The Oregon State Parks and Recreation Commission and OPRD Director oversee Department operations and provide leadership to the Department's programs. The Quality Assurance program provides reviews and advice to various parts of the Department to assure that policy and procedure are being followed. The Office of Outdoor Recreation seeks to increase public benefits—to personal well-being, community vibrance, economic strength—in every corner of the state.

### Expenditures by fund type, positions and full-time equivalents

#### **Director's Office:**

	General	Lottery	Other	Federal	Total Funds	Positions	FTE
Director's Office/Commission		1,331,351	1,108,468	0	2,439,819	4	4.00
Office of Outdoor Recreation		398,248	0	0	398,248	1	1.00
Total	0	1,729,599	1,108,468	0	2,838,067	5	5.00

### 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

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## Office of Outdoor Recreation

The Office of Outdoor Recreation was created by the legislature in 2017 and takes a broad view, developing strategies that apply to local, state, federal, and private recreation interests.

The Governor directed the Office to convene a 2019 task force to identify top strategic priorities for the Office, resulting in a report delivered in mid-2020 emphasizing the need for action to:

1. **Serve everyone:** Advance accessibility and universal design principles.
2. **Unite centrally:** Appoint an external partners group to advise the Office of Outdoor Recreation.
3. **Cooperate locally:** Conduct a statewide outdoor recreation inventory and gap analysis.
4. **Invest:** Address County search and rescue needs.
5. **Act boldly:** Reassess recreational immunity and liability provisions.

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

The coronavirus pandemic illustrated a concern that has been growing for the last 15 years: the standard agency approach to managing, providing, and improving delivery of outdoor recreation and heritage services is very likely not sufficiently strong and adaptable to meet Oregon's needs going forward. Through Package 110, the Director's Office will lead a policymaker and public conversation about what Oregon expects in these arenas, especially as they pertain to the state park system and agency heritage services, then pose options for governance, services, and revenue streams that produce the best outcomes.

## **Expected results from the 2023-25 budget for the program unit.**

The Director's Office helps to ensure Oregon build a state park and heritage system with purpose and vision. Beyond day-to-day direction, it leads and examination of 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.

## **Revenue sources and proposed revenue changes**

The Director's Office is mostly 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

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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.

The Office of Outdoor Recreation, given its broad mandate to create strategic statewide, cross-jurisdictional consensus, is 100% Lottery Fund.

**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 2023-25 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	Nonlimited Federal
<b>2021-23 LEGISLATIVELY ADOPTED BUDGET</b>	6	5.88	2,769,472	316,480	1,516,564	936,428			
<b>Emergency Board Actions (through 3/2022)</b>			44,933	11,294	28,109	5,530			
<b>2021-23 Legislatively Approved Budget</b>	6	5.88	2,814,405	327,774	1,544,673	941,958			
<b>Base Budget Adjustments:</b>									
Net Cost of 2021-23 Position Actions:									
Administrative, Biennialized E-Board, Phase-Out	(1)	(0.88)	(107,465)	(194,880)	51,013	36,402			
Estimated Cost of 2023-25 Merit Increase									
Base Debt Service Adjustment									
Base Nonlimited Adjustment									
Capital Construction Adjustment									
<b>Subtotal: 2023-25 Base Budget</b>	5	5.00	2,706,940	132,894	1,595,686	978,360			
<b>Essential Packages:</b>									
<b>Package No. 010</b>									
Vacancy Factor (Increase)/Decrease									
Non-PICS Personal Service Increase/(Decrease)			(9,490)		(242)	(9,248)			
Subtotal			<b>(9,490)</b>		<b>(242)</b>	<b>(9,248)</b>			
<b>Package No. 021/022</b>									
021 - Phased-In Programs Excl. One-Time Costs									
022 - Phase-Out Programs and One-Time Costs			(132,894)	(132,894)					
Subtotal			<b>(132,894)</b>	<b>(132,894)</b>					
<b>Package No. 031/032/033</b>									
Cost of Goods & Services Increase/(Decrease)			53,336		26,754	26,582			
State Govt Service Charges Increase/(Decrease)									
Subtotal			<b>53,336</b>		<b>26,754</b>	<b>26,582</b>			
<b>Package No. 040</b>									
Mandated Caseload Increase/(Decrease)									
<b>Package No. 050</b>									
Fund Shifts									
<b>Package No. 060</b>									
Technical Adjustments									
<b>Subtotal: 2023-25 Current Service Level Budget</b>	5	5.00	2,617,892		1,622,198	995,694			
<b>2023-25 Current Service Level - Page 1 Subtotal</b>	5	5.00	2,617,892		1,622,198	995,694			
<b>Package No. 070</b>									
Revenue Shortfalls									
<b>Subtotal: 2023-25 Modified Current Service Level</b>	5	5.00	2,617,892		1,622,198	995,694			

## Budget Narrative

Director's Office	TOTALS			FUND TYPE					
	POS	FTE	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other	Federal
<b>Emergency Board Packages:</b> (List ORBITS Package number and title)									
<b>Subtotal Emergency Board Packages</b>									
<b>Policy Packages:</b>									
101 Fund operational cost increases			5,969		2,911	3,058			
102 Honor past grant award obligations									
103 Increase local govt grants to 25% of Lottery									
104 Carryover 21-23 mandated higher Lottry grants									
105 Authorize increased federal recreation grants									
106 Replace/upgrade 2009 park reservation system									
107 Increase ranger hrs due to record visitation									
108 Invest in park repairs and improvements									
109 Add service and supply \$ to match visitation									
110 Study agency efficiency legislation			214,206		104,490	109,716			
111 Implement ATV safety program improvement									
112 Add staff to handle higher work volume									
113 Invest in secure and reliable computer tech									
114 State park customer service projects									
115 Authoize increased state ATV grant fund									
116 Add new parklands to overloaded system									
<b>Subtotal Policy Packages</b>			220,175		107,401	112,774			
<b>Total: 2023-25 Budget</b>	5	5.00	2,838,067		1,729,599	1,108,468			
Percent Change From 2021-23 Leg. Approved	-16.7%	-15.0%	0.8%	-100.0%	12.0%	17.7%	0.0%	0.0%	0.0%
Percent Change From Current Service Level Budget	0.0%	0.0%	8.4%	0.0%	6.6%	11.3%	0.0%	0.0%	0.0%



## Budget Narrative

### DETAIL OF LOTTERY FUNDS, OTHER FUNDS AND FEDERAL FUNDS REVENUES

Source	Fund	ORBITS Revenue Acct	2019-21 Actual	2021-23 Legislatively Approved	2021-23 Estimated	2023-25		
						Agency Request	Governor's Budget	Legislatively Adopted
<b><u>Lottery Funds</u></b>								
Interest Earnings	Lot	0605						
Interest Earnings (Non-Dedicated Lottery - Non-Measure 76)	Lot	0605						
Transfers-In								
Intrafund	Lot	1010						
From Dept. Adminst Serv (Dedicated Lottery - Measure 76)	Lot	1107	1,270,462	1,516,564	1,639,322	1,729,599		
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						
<b>Total Lottery Funds</b>	Lot		1,270,462	1,516,564	1,639,322	1,729,599	-	-
<b><u>Other Funds (Limited)</u></b>								
Park User Fees	Oth	0255	1,202,622	936,428	1,005,654	1,108,468		
Other Nonbusiness Lic & Fees	Oth	0210						
Federal Revenues - Svc Contracts	Oth	0410						
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	75,000	-	-			
Bond Proceeds	Oth	0565						
Transfers-In								
Intrafund	Oth	1010						
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	2019-21 Actual	2021-23 Legislatively Approved	2021-23 Estimated	2023-25		
						Agency Request	Governor's 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		1,277,622	936,428	1,005,654	1,108,468	-	-
<b><u>Federal Funds (Limited)</u></b>								
Federal Funds	Fed	0995						
Oregon Department of Transportation	Fed	1730						
Oregon Military Dept	Fed	1248						
Transfers-Out								
To Dept of Fish/Wildlife	Fed	2635						
To Dept of Forestry	Fed	2629						
<i>Total Federal Funds - Limited</i>	Fed		-	-	-	-	-	-
<b>TOTAL LIMITED</b>			2,548,084	2,452,992	2,644,976	2,838,067	-	-
<b>Lottery, Other, and Federal Funds</b>			2,548,084	2,452,992	2,644,976	2,838,067	-	-

## Budget Narrative

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### Director's Office

#### 010 Non-PICS Psnl Svc / Vacancy Factor

##### Package Description

This package includes standard inflation of 4.2% 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 plus the return of the hiring slow down limitation reduction.

## 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	All Funds
				Temporary Appointments								-
				Overtime Payments								-
				Shift Differential								-
				All Other Differential					942	989		1,931
				Public Employees Retire Cont					169	177		346
				Pension Bond Contribution					(1,701)	(9,724)		(11,425)
				Social Security Taxes					72	76		148
				Paid Family Medical Leave Insurance					4	4		8
				Mass Transit Tax					272	(770)		(498)
			Vacancy Savings								-	
Total Personal Services								-	(242)	(9,248)	-	(9,490)
SERVICES AND SUPPLIES												
Total Services and Supplies								-	-	-	-	-
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	(242)	(9,248)	\$0	(9,490)
TOTAL POSITIONS/FTE			Pos	FTE								



## Budget Narrative

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### Director's Office

#### 022 Phase-out Program and One-time Costs

##### Package Description

This package phases out limitation from 2021-23 HR 2171 directing OPRD to establish recommended statewide standards for future recreation projects to ensure that trails, docks, and public recreation points are accessible for members of the public who have mobility issues by September 15, 2022.

## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No. 022 Phase Out Pgm & One-time Costs								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	All Funds
				Mass Transit Tax				(721)				(721)
Total Personal Services								(721)	-	-	-	(721)
SERVICES AND SUPPLIES												
4100	Instate Travel							(1,692)				(1,692)
4150	Employee Training							(677)				(677)
4175	Office Expenses							(2,870)				(2,870)
4200	Telecommunication							(2,115)				(2,115)
4300	Professional Services							(100,000)				(100,000)
4425	Facilities Rental and Taxes							(5,641)				(5,641)
4575	Agency Program Related S and S							(5,170)				(5,170)
4650	Other Services and Supplies							(7,004)				(7,004)
4700	Expendable Prop 250 - 5000							(7,004)				(7,004)
Total Services and Supplies								(132,173)	-	-	-	(132,173)
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								(132,894)	\$0	\$0	\$0	(\$132,894)
TOTAL POSITIONS/FTE			Pos	FTE								

## Budget Narrative

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### Director's Office

#### 031 Standard Inflation Adjustments

##### Package Description

This package includes standard inflation of 4.2% for all Services and Supplies, Capital Outlay and Special Payments unless otherwise described below. In addition, Professional Services accounts are granted 8.8% inflation. The Attorney General account was inflated by the approved rate of 17.67%.



## 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	All Funds	
Total Personal Services								-	-	-	-	-	
SERVICES AND SUPPLIES													
4100	Instate Travel								1,507	1,496		3,003	
4125	Out of State Travel								202	212		414	
4150	Employee Training								588	583		1,171	
4175	Office Expenses								445	446		891	
4200	Telecommunications								178	80		258	
4275	Publicity and Publications								144	151		295	
4300	Professional Services								1,900	1,995		3,895	
4325	Attorney General								15,113	15,869		30,982	
4375	Employee Recruitment and Develop								449	471		920	
4400	Dues and Subscriptions								21	22		43	
4450	Fuels and Utilities								21	22		43	
4475	Facilities Maintenance								320	49		369	
4575	Agency Program Related S and S								4,560	4,526		9,086	
4650	Other Services and Supplies								580	254		834	
4700	Expendable Prop 250 - 5000								726	406		1,132	
Total Services and Supplies								-	26,754	26,582	-	53,336	
CAPITAL OUTLAY													
Total Capital Outlay								-	-	-	-	-	
SPECIAL PAYMENTS													
Total Special Payments								-	-	-	-	-	
TOTAL REQUESTS								-	\$26,754	\$26,582	\$0	\$53,336	
TOTAL POSITIONS/FTE			Pos	FTE									

# Budget Narrative

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## Director's Office

### 101 Fund Operational Cost Increases

#### Package Description

The purpose of this package is to increase expenditure limitation for specific operational cost that are increasing faster than inflation or are due changes in operations, generally outside the Department's control.

#### 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:

- Attorney General Rate Increases – The Department's services received from the Department of Justice. The analysis looked at the hourly rate increases at a higher rate than prior biennia. Amount Requested; \$5,969.

#### 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:

\$2,911 Lottery Funds, \$3,058 Other Funds



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No. 101 Fund operational cost increases								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	All Funds
				Salaries & Wages								-
				Empl Rel Bd Assessments								-
				Public Employees Retire Cont								-
				Pension Bond Obligation								-
				Social Security Taxes								-
				Workers Comp Assessments								-
				Mass Transit Tax								-
				Flexible Benefits								-
				Reconciliation Adjustment								-
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4325	Attorney General								2,911	3,058		5,969
												-
												-
												-
Total Services and Supplies								-	2,911	3,058	-	5,969
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$2,911	\$3,058	\$0	\$5,969
TOTAL POSITIONS/FTE			Pos	FTE								

# Budget Narrative

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## Director's Office

### 110 Study Agency Efficiency Legislation

#### Package Description

The purpose of this package is to develop case studies showing ways statutes that apply to standard Executive Branch agencies unduly limit OPRD's ability to perform its mission, and to draft legislative concepts proposing a suite of exceptions that move the agency to a quasi-government or public corporation status.

#### How Achieved:

The Department will review every agency unit to identify areas where current statutes controlling Executive Branch agencies restrict its ability to perform its mission efficiently and effectively without providing a meaningful increase in public accountability or oversight. Once a review is complete, the Department will focus on studying procurement, contracting, budgeting, information technology, accounting and finance, human resources, and interagency obligations related to assessments, legal issues and conduct parallel study of portfolio of responsibilities to include statutory changes to add to remove programs as best fits state government service goals while ensuring no harm is done to public interest and staff dedicated to public service. Once all initial findings are complete and vetted, the Department will use a combination of staff teams, contracted consultants, public outreach, and temporary staff employed to conduct research and gather public feedback.

#### Staffing Impact:

None

#### Quantifying Results:

Development of legislative concepts for Governor review that fully or partially exempt OPRD from statutes, establish the Department as a quasi-government or public corporation agency. List of agency programs categorized as "No change" and "Reorganize internally" and "Propose for outgoing partnership" for programs that would serve the public interest better with another entity managing it and "Propose for incoming partnership" for programs that OPRD could provide public value by managing.

#### Revenue Source:

\$104,490 Lottery Funds, \$109,714 Other Funds



## Budget Narrative

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY												
Package No. 110 Study agency efficiency legislation								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	All Funds
				Salaries & Wages								-
				Empl Rel Bd Assessments								-
				Public Employees Retire Cont								-
				Pension Bond Obligation								-
				Social Security Taxes								-
				Workers Comp Assessments								-
				Mass Transit Tax								-
				Flexible Benefits								-
				Reconciliation Adjustment								-
Total Personal Services								-	-	-	-	-
SERVICES AND SUPPLIES												
4100	Instate Travel								737	774		1,511
4150	Employee Training								295	310		605
4175	Office Expenses								184	194		378
4200	Telecommunications								922	968		1,890
4300	Professional Services								91,539	96,117		187,656
4475	Facilities Maintenance								2,458	2,580		5,038
4575	Agency Program Related S and S								2,253	2,365		4,618
4650	Other Services and Supplies								3,051	3,204		6,255
4700	Expendable Property 250 - 5000								3,051	3,204		6,255
Total Services and Supplies								-	104,490	109,716	-	214,206
CAPITAL OUTLAY												
Total Capital Outlay								-	-	-	-	-
SPECIAL PAYMENTS												
Total Special Payments								-	-	-	-	-
TOTAL REQUESTS								-	\$104,490	\$109,716	\$0	\$214,206
TOTAL POSITIONS/FTE			1	Pos	0.88	FTE						

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

**Parks & Recreation Dept**  
**2023-25 Biennium**

**Agency Number: 63400**

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

<i>Source</i>	2019-21 Actuals	2021-23 Leg Adopted Budget	2021-23 Leg Approved Budget	2023-25 Agency Request Budget	2023-25 Governor's Budget	2023-25 Leg. Adopted Budget
<b>Lottery Funds</b>						
Tsfr From Administrative Svcs	1,270,462	1,516,564	1,544,673	1,729,599	-	-
<b>Total Lottery Funds</b>	<b>\$1,270,462</b>	<b>\$1,516,564</b>	<b>\$1,544,673</b>	<b>\$1,729,599</b>	<b>-</b>	<b>-</b>
<b>Other Funds</b>						
Park User Fees	1,202,622	936,428	941,758	1,108,468	-	-
Other Revenues	75,000	-	-	-	-	-
<b>Total Other Funds</b>	<b>\$1,277,622</b>	<b>\$936,428</b>	<b>\$941,758</b>	<b>\$1,108,468</b>	<b>-</b>	<b>-</b>



## Budget Narrative

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### Capital Construction

#### Program Description

The Department was granted a six-year capital construction appropriation to spend general obligation bonds proceeds. The bond proceeds are to be used for the capital costs of making improvements to facilities in multiple Oregon state parks. The project includes improvements or replacements to facilities and related infrastructure such as buildings, water systems, septic and sewer systems, electrical systems, restroom and shower facilities, as well as modernizing and expanding campgrounds.

#### Enabling Legislation/Program Authorization

The Department was granted authority for General Obligation bonds in the amount of \$50,000,000 Other Funds (Article XI-Q Bonds) in SB 5506 (2021 Session).

#### Funding Streams

Article XI-Q Bonds

#### Expenditures by fund type, positions and full-time equivalents

<b>Capital Construction:</b>							
	General	Lottery	Other	Federal	Total Funds	Positions	FTE
Capital Construction			50,000,000		50,000,000		
Total	0	0	50,000,000	0	50,000,000	0	0.00

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

Parks & Recreation Dept  
2023-25 Biennium

Agency Number: 63400

Cross Reference Number: 63400-089-00-00-00000

<i>Source</i>	2019-21 Actuals	2021-23 Leg Adopted Budget	2021-23 Leg Approved Budget	2023-25 Agency Request Budget	2023-25 Governor's Budget	2023-25 Leg. Adopted Budget
Other Funds						
General Fund Obligation Bonds	-	50,000,000	50,000,000	-	-	-
<b>Total Other Funds</b>	-	<b>\$50,000,000</b>	<b>\$50,000,000</b>	-	-	-

# Budget Narrative

## Facilities Maintenance

### Facility Plan – Facilities Planning Narrative 107BF02 2023-25 Biennium

**Agency Name** Oregon Parks and Recreation Department

**1. What are the key drivers for your agency's facility needs, and how do you measure space/facility demand? Staffing to manage and address backlog and keep up w/increasing visitors, updating facilities to universal access.**

A) Park Visitation – Increasing visitation numbers due to longer summer seasons and population growth leads to the need for increasing levels of preventive maintenance, while also taxing our aging infrastructure. The utilities that support park facilities struggle to keep up with the increasing demand and many are at the end of their life.  
B) Increases in staffing levels to keep up with the continual increase in visitation demands, preventive maintenance, and aging infrastructure.  
C) Increases in space are not generally needed as this increase in visitation must be managed within the capacity of existing infrastructure and staffing levels, because expanding the infrastructure is either space- or budget-limited.

**2. What are the key facility-related challenges over the next 10-years? (Please answer in order of priority)**

A) Aging infrastructure – Key infrastructure, such as utilities and restroom facilities, that have far exceeded their useful lifespan.  
B) Many of the facilities owned and managed by OPRD were inherited and built prior to ADA standards. The agency has developed an ADA Transition Plan in efforts to update facilities. The efforts go beyond that to also improve Universal Access when and where we can.  
C) Emerging maintenance – As the maintenance backlog is brought down, emerging maintenance is increasing and quickly exceeding backlog costs.  
D) As maintenance demands increase due to the condition of park infrastructure and increasing visitation, this also increases the need for additional staffing to maintain the facilities. The 2020 economic downturn related to the COVID-10 pandemic led to a staffing shortage without much of a decline in visitors to the parks and rest areas the agency maintains. We are now working on getting levels back to pre-pandemic numbers. Staffing and the availability housing for seasonal personnel will be a challenge moving forward.  
D) The 2020 economic downturn related to the COVID-19 pandemic resulting in a staffing deficient and many areas throughout the department. With the return of OPRD's major funding source, Lottery Funds, the agency has begun to bring staff back from rotations and rebuild the Engineering and Project Management section along with others within the department.

**3. What do you need to meet these challenge**

A) A return to a level that allows OPRD to adequately reach staffing levels, preventative maintenance activities, and maintenance backlog projects to accommodate visitor demand.  
B) Adequate funding above pre-pandemic levels is essential for meeting the emergent maintenance needs – just because OPRD has made significant progress in reducing the maintenance backlog, the aging facility issue is not yet fully cured. With the additional infusion of General Obligation funds OPRD will have the funding to address some of its aging infrastructure that support its facilities.  
C) The staffing succession wave has reduced the skill level of current staff; as new employees replace long term staff, an increased emphasis on training is needed as to ensure the skills needed to care for facilities at a level sufficient for successful preventative maintenance.



# Budget Narrative

## Facility Plan - Facility Summary Report 107BF16a 2023-25 Biennium

Agency Name

Oregon Parks and Recreation Department

Table A: Owned Assets Over \$1M CRV		FY 2022 DATA			
Total Number of Facilities Over \$1M		22			
Current Replacement Value \$ (CRV)	1	\$69,863,485	Source	4	Risk Risk or FCA
Total Gross Square Feet (GSF)		107,976			
Office/Administrative Usable Square Feet (USF)	2	1,000	Estimate/Actual	5	0.93% % USF/GSF
Occupants Position Count (PC)	3	15	Office/Admin USF/PC	6	66.67
			or Agency Measure	7	

Table B: Owned facilities under \$1M CRV	
Number of Facilities Under \$1M	1101
CRV	161281172.8
Total Gross Square Feet (GSF)	859035

Table C: Leased Facilities					
Total Rented SF	8	3,000			
Total 2021-23 Biennial Lease Cost		\$48,000			
Additional 2021-23 Costs for Lease Properties (O&M)	9	NA			
Office/Administrative Usable Square Feet (USF)	2	3,000	Estimate/Actual	5	% USF/GSF
Occupants Position Count (PC)	3	12	Office/Admin USF/PC	6	

### Definitions

CRV	1	Current Replacement Value Reported to Risk Management <i>or Calculated Replacement Value Reported from iPlan Facility Conditions Assessment (FCA)</i>
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  
2023-25 Biennium

Agency Name

Oregon Parks and Recreation Department

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

Personal Services (PS) Operations and Maintenance  
Services and Supplies (S&S) Operations and Maintenance  
Utilities not included in PS and S&S above  
**Total O&M**  
**O&M \$/SF**

1	2019-21 Actual	2021-23 LAB	2023-25 Budgeted	2025-27 Budgeted
	\$70,708,741.00	\$95,190,201.00	\$101,131,569.00	\$108,977,183.00
	\$25,292,084.00	\$25,549,976.00	\$29,286,837.00	\$30,011,514.00
	\$5,649,442.00	\$5,461,439.00	\$6,162,693.00	\$6,422,142.00
	\$101,650,267.00	\$126,201,616.00	\$136,581,099.00	\$145,410,839.00
	8.61	10.69		

Total O&M SF

11,803,697 Include only the SF for which your agency provides O&M funding.

O&M Estimated Fund Split Percentage %

2	General Fund	Lottery Fund	Other Funds	Federal Funds
		47.43	50.59	1.98

Deferred Maintenance Funding In Current Budget Model

Total Short and Long Term Deferred Maintenance Plan for  
Facilities

Priorities 1-3 - Currently, Potentially and Not Yet Critical  
Priority 4 - Seismic & Natural Hazard  
Priority 5 - Modernization  
**Total Priority Need**  
**Facility Condition Index (Priority 1-3 Needs/CRV)**

3	2023-25 Biennium	Ongoing Budgeted (non POP)	Ongoing Budgeted (non POP)
4,5,6	Current Costs 2021	2023-25 Budgeted SB 1067 (2% CRV min.)	2025-27 Projected SB 1067 (2% CRV min.)
7	\$0	\$0	
8			
9	#DIV/0!	#DIV/0!	#DIV/0!

Assets CRV

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

From iPlan FCA



# Budget Narrative

## Definitions

<b>Facilities Operations and Maintenance Budget</b>	<b>1</b>	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.
<b>O&amp;M Estimated Fund Split Percentage %</b>	<b>2</b>	Show the fund split by percentage of fund source allocated to facility O&M for your agency
<b>Total Short and Long Term Maintenance and Deferred Maintenance Plan for Facilities Value Over \$1M</b>	<b>3</b>	All Maintenance excluding routine O&M costs. 23-25 and 25-27 auto-populates with 2% of the sum of your agency portfolio's CRV. Written to deliver on SB 1067: SECTION 9. (1) Each biennium, the Governor shall propose as part of the Governor's recommended budget an amount for deferred maintenance and capital improvements on existing state-owned buildings and infrastructure that is equivalent to at least two percent of the current replacement value of the state-owned buildings and infrastructure.
<b>Priority One: Currently Critical</b>	<b>4</b>	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.
<b>Priority Two: Potentially Critical</b>	<b>5</b>	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.
<b>Priority Three: Necessary – Not yet Critical</b>	<b>6</b>	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.
<b>Priority Four: Seismic and Natural Hazard Remediation</b>	<b>7</b>	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.
<b>Priority Five: Modernization</b>	<b>8</b>	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.
<b>Facility Condition Index</b>	<b>9</b>	A calculated measure of facility condition relative to its current replacement value (expressed as a percentage)



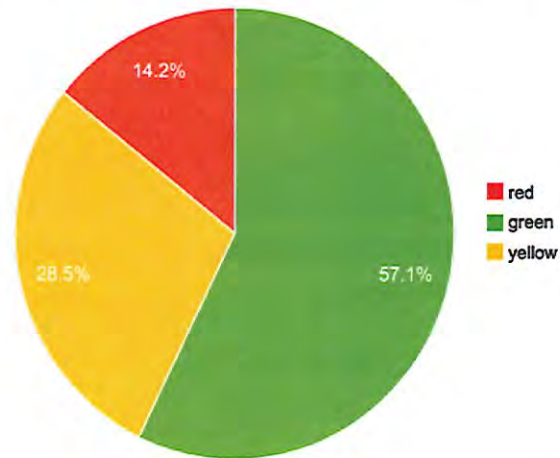
# Budget Narrative

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**Parks and Recreation Department  
Annual Performance Progress Report  
Reporting Year 2021  
Published: 8/26/2021 1:14:34 PM**

# Budget Narrative

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.

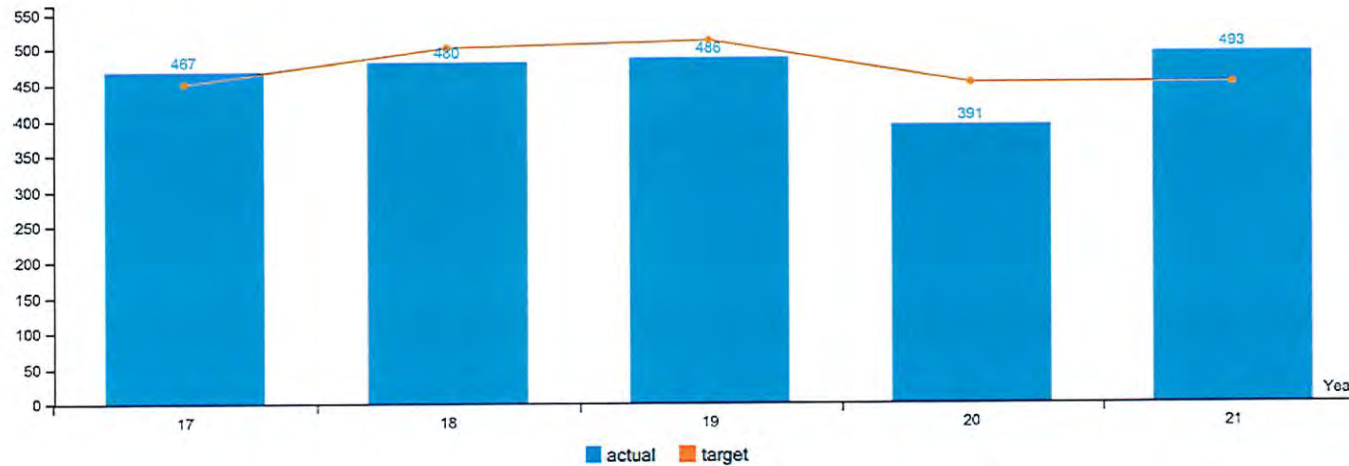


Performance Summary	Green	Yellow	Red
	= Target to -5%	= Target -5% to -15%	= Target > -15%
Summary Stats:	57.14%	28.57%	14.29%

# Budget Narrative

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

\* Upward Trend = negative result



Report Year	2017	2018	2019	2020	2021
<b>Visitors Per Acre of Oregon Parks and Recreation Department Property</b>					
Actual	467	480	486	391	493
Target		450	510	450	450

## How Are We Doing

FY 2021 results are 493 visitors per acre, a 26.0% increase from the 391 visitors per acre in FY 2020 and above the FY 2021 target of 450. The main contributing factor to this increase is a large growth in visitation, with overnight and day use attendance returning to pre-COVID numbers. The Department continues to selectively purchase additional park properties in order to serve an increasing population while maintaining a quality visitor experience. Total visitation in FY 2021 was 55.8 million, a 26.1% increase from FY 2020.

## Factors Affecting Results

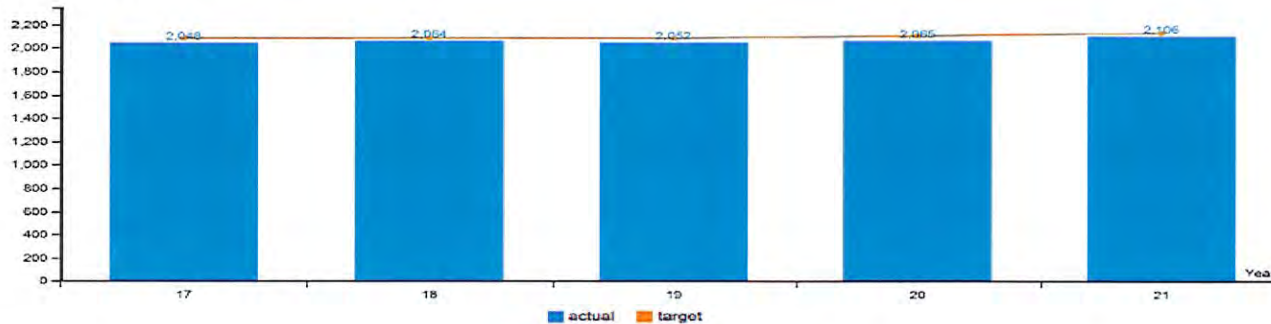
Typically, factors affecting the numerator (visitor attendance) include weather, economic conditions, perceived attractiveness of the recreational offering, and park closures (for construction, storm damage, etc.), with factors affecting the denominator (acreage) including availability of land for acquisition (from willing sellers), and availability of funds for the purchase.



# Budget Narrative

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

\* Upward Trend = positive result



Report Year	2017	2018	2019	2020	2021
<b>Number of Properties, Sites, or Districts That Benefit From an OPRD-Managed Heritage Program</b>					
Actual	2,048	2,064	2,052	2,065	2,106
Target	2,087	2,087	2,087	2,107	2,130

## How Are We Doing

Oregon continues to perform well when compared against neighboring western states, listing more properties in the National Register than Idaho and Nevada combined, and six more properties than Washington, a more populous state with similar historic resources.

19 new properties were added to the list in Oregon, including the 1927 Williams Avenue YWCA, a gathering place for the African American Community, and the Darcelle XV club, a prominent landmark for the Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) community, both located in Portland. Other notable properties listed in the National Register include a segment of the Oregon Trail in Union County, a former rail bridge in Mill City now rehabilitated as a pedestrian crossing, and Forest Grove's downtown historic district. Two properties were removed from the National Register due to extensive alterations over time.

A total of 2,106 properties, including 163 historic districts, located across the state's 36 counties and representing many aspects of our rich history, are now listed in the National Register.

## Factors Affecting Results

The overall numbers of new designations are relatively steady in comparative states over the last several years, with the notable exception of a jump in total listings in California. Despite a 30% cutback in staff and budget during the last fiscal year, the total number of nominations in Oregon increased from 11 for FY 2020 to 19 for FY 2021. Primary drivers for program participation included increasing public interest and OPRD grant-funded projects that enabled local governments to identify, document, and list properties in the National Register.

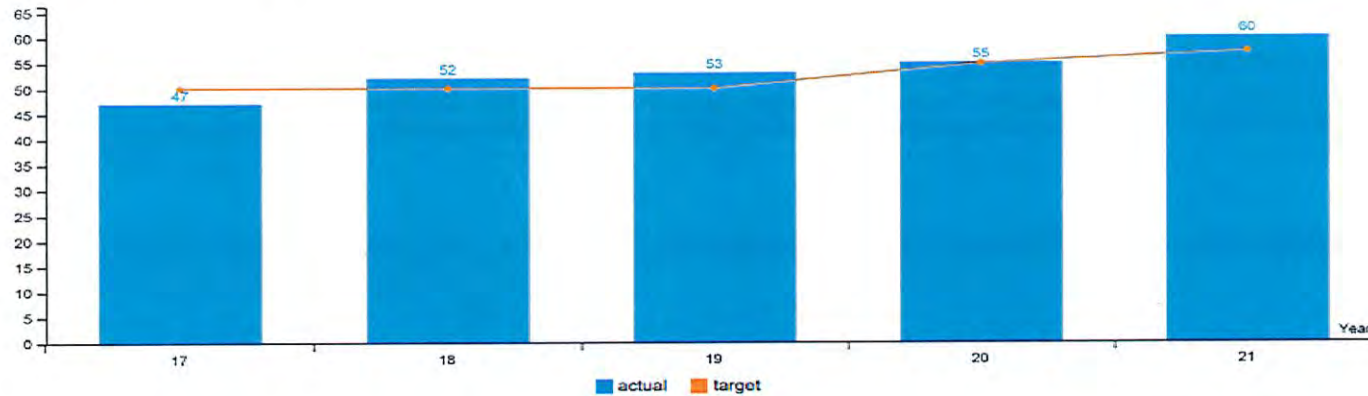
Efforts over the last several years under the Oregon Historic Preservation Plan and Oregon Heritage Plan focused on reaching out to underrepresented populations to achieve greater geographic and

thematic diversity in the stories represented by our recognized historic places. This effort will continue into the next fiscal year, supported by agency grants to local jurisdictions and office-led efforts. The agency recently completed a study for the Oregon Trail, and will complete documents identifying properties associated with African American history and historic properties associated with the 1930s New Deal federal programs. The agency is also supporting an effort to list four rural, historic movie theaters in Oregon using a grant from the National Park Service. These theaters are often the architectural and business center of their communities, and their recognition will bring attention to their importance and investment to these places.

# Budget Narrative

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

\* Upward Trend = positive result



Report Year	2017	2018	2019	2020	2021
<b>Percent of Oregon communities that benefit from an OPRD-managed grant program</b>					
Actual	47%	52%	53%	55%	60%
Target	50%	50%	50%	54.70%	57.10%

## How Are We Doing

FY 2021 results include an unduplicated count of the number of communities that were awarded Department grants for FY 2020 and FY 2021. Results show that 60% of Oregon communities (165 of 277) have benefited from an OPRD managed grant program over this time period, up from the 55% reported the previous year.

Success in meeting this measurement is attributed to continued outreach efforts and education. In addition, a number of grant advisory committee members, as well as staff, reach out to unsuccessful grant applicants in an effort to provide direct education and assistance.

All grant awards approved by the Oregon Parks and Recreation Commission are included; however, some awards may be canceled due to reduced funding as a result of the COVID-19 pandemic.

## Factors Affecting Results

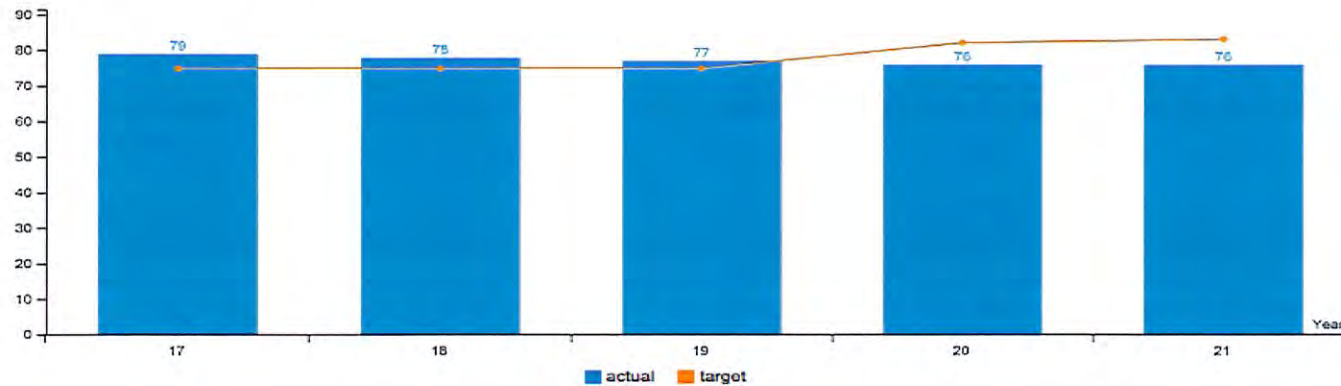
Factors affecting results include the availability of grant funding, grant program requirements for local match and other local commitments, maximum allowable grant award amounts, number of grant applicants, and geographic distribution of grant applicants.



# Budget Narrative

**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

\* Upward Trend = positive result



Report Year	2017	2018	2019	2020	2021
<b>Park Lands and Waters Acquired by OPRD as a Percentage of Total Goal</b>					
Actual	79%	78%	77%	76%	76%
Target	75%	75%	75%	82%	83%

## 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, with the data measured and reported by fiscal year. As park areas reach capacity, this information assists the Department in making decisions about future expansion of the system in keeping the balance between recreation opportunities and natural resource protection.

FY 2021 results indicate that the agency was at 76% of the total goal and below the target of 83%. Results remain flat from last year as Oregon's population increased at a slightly higher rate than the growth in park acreage.

## Factors Affecting Results

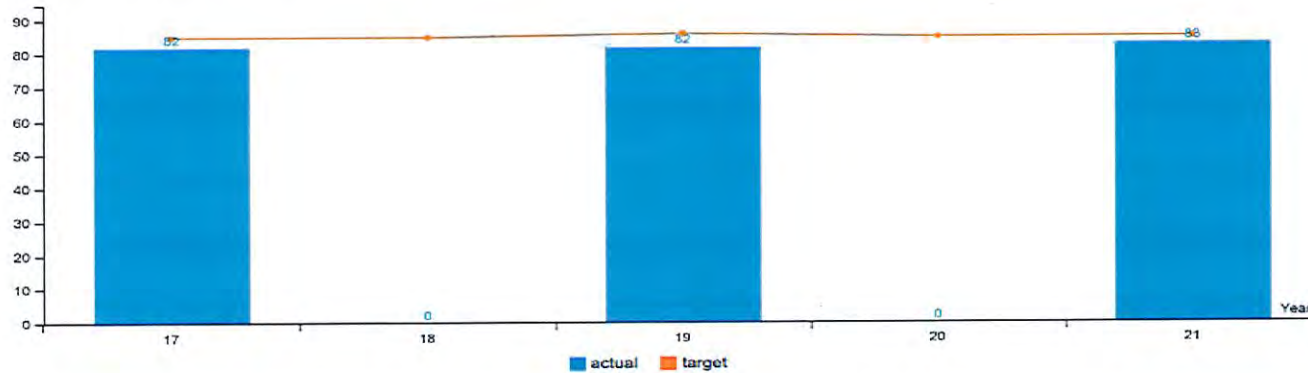
Oregon's population continues to increase at a higher rate than other states, impacting the denominator of the calculation. Acquisition of property is affected by the availability of land meeting agency criteria, availability of adequate department funds to purchase property, and real estate prices. The COVID-19 pandemic has also limited available funding to purchase new properties.



# Budget Narrative

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

\* Upward Trend = positive result



Report Year	2017	2018	2019	2020	2021
<b>Percent Reduction in Facilities Backlog</b>					
Actual	82%	0%	82%	0%	83%
Target	85%	85%	86%	85%	85%

## How Are We Doing

While data is tracked continuously, it is reported on a biennial basis, with FY 2021 being the most recent reporting period. FY 2021 data shows that progress continues to be made in reducing the maintenance backlog. Efforts are continuing to re-assess additional maintenance backlog and all deferred maintenance that has accrued since 1999.

## Factors Affecting Results

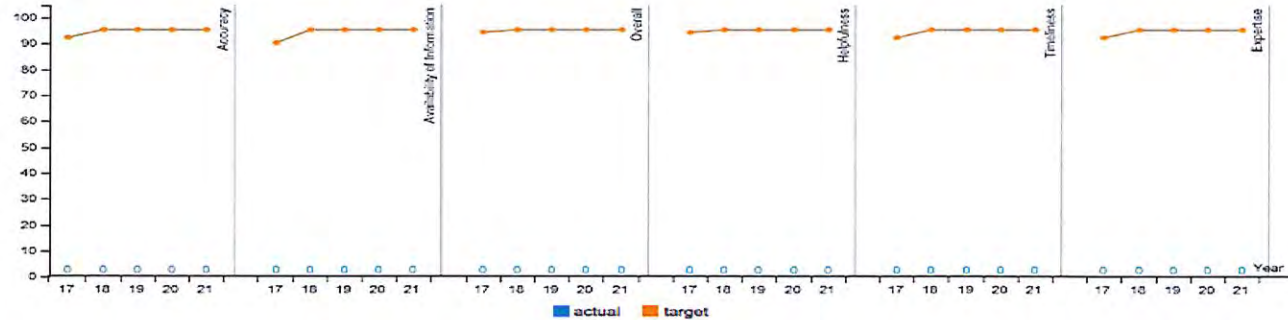
Park Construction priorities are funded each biennium from the Parks and Natural Resources Fund (Lottery); current financial implications have reduced this funding source. Investments are made in two areas:

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 is evaluating the continued emphasis on buying down of the original backlog and ensuring that the priorities are the most current and necessary. Emergent maintenance issues continue to arise that require more immediate funding with the Department feeling this list should be evaluated and updated more frequently.

# Budget Narrative

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



Report Year	2017	2018	2019	2020	2021
<b>Accuracy</b>					
Actual		0%	0%	0%	0%
Target	92%	95%	95%	95%	95%
<b>Availability of Information</b>					
Actual		0%	0%	0%	0%
Target	90%	95%	95%	95%	95%
<b>Overall</b>					
Actual		0%	0%	0%	0%
Target	94%	95%	95%	95%	95%
<b>Helpfulness</b>					
Actual		0%	0%	0%	0%
Target	94%	95%	95%	95%	95%
<b>Timeliness</b>					
Actual		0%	0%	0%	0%
Target	92%	95%	95%	95%	95%
<b>Expertise</b>					
Actual		0%	0%	0%	0%
Target	92%	95%	95%	95%	95%

## How Are We Doing

The original data source for the KPM is no longer functioning and OPRD anticipates there won't be a working replacement until FY 2022. OPRD is in the process of identifying appropriate data sources including a web-based survey and other sources to capture a wide array of agency customers.

There will be a gap in the data until the new system starts producing results.

## Factors Affecting Results

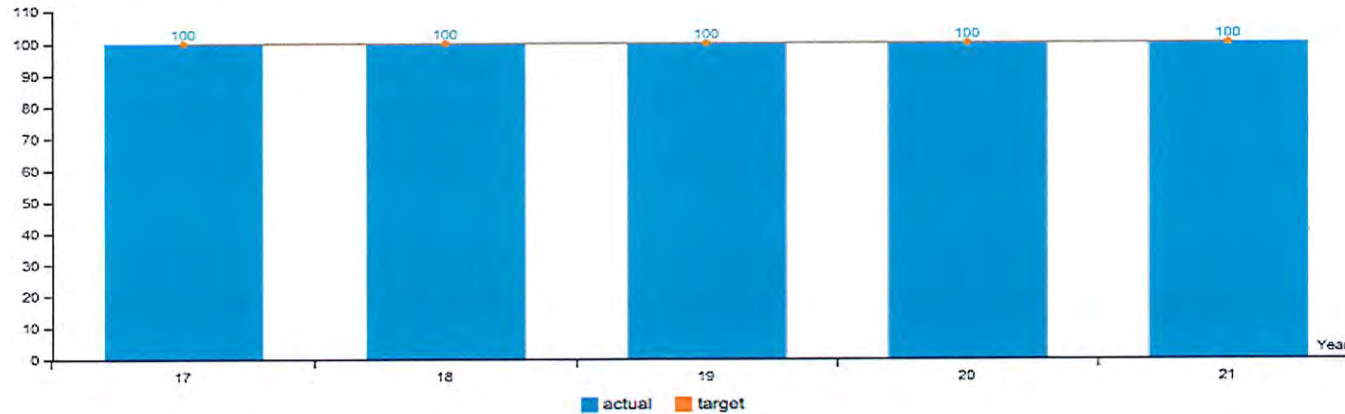
Satisfaction dips when parks are crowded, even if the quality of service remains high.

# Budget Narrative

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

\* Upward Trend = positive result



Report Year	2017	2018	2019	2020	2021
<b>Percent of Commission Best Practices Met</b>					
Actual	100%	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, budget 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 improve over time.

The first data was available in November 2007, with the most recent data applying to FY 2021.

## Factors Affecting Results

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



## Budget Narrative

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### **Audit Reports**

The last time Oregon Parks and Recreation Department (OPRD) was part of the Statewide Audit of Selected Financial Accounts was for June 30, 2017. Therefore, the Department has nothing to report on financial audits at this time.

### **By Appropriately Administering Measure 76 Funds, Oregon Is Advancing Constitutional Goals for State Parks and Natural Resources – Multiple Agency Audit**

The Oregon Constitution requires the Secretary of State Audits Division to regularly audit any state agency that receives moneys from the parks and natural resources fund. The state intent of the audit is to address the financial integrity, compliance with applicable laws, efficiency and effectiveness of the use of moneys.

### **Audit Results**

The auditors found agencies receiving these funds have adequate processes and procedures in place to ensure the funds are achieving the state constitutional purpose. As such, they have no recommendations to offer.

# Budget Narrative

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## AFFIRMATIVE ACTION REPORT

### **Action Plan for 2023 - 2025**

- Provide diversity and inclusion opportunities to raise awareness of systemic challenges for managers and employee's agency-wide.
- Promote the accountability of management responsibility to OPRD's goal of creating a diverse workforce.
- Promote OPRD as an employer of choice – one committed to a safe, respectful, and diverse work environment, reflective of the communities we serve.

### **OPRD's On-going Plan**

- Continue supporting the creation of agency diverse-management structure, such as OPRD's Inclusion Committee, which will create and deliver diversity development system, tools, and services that lead and support organizational and workforce development to achieve department goals. This includes:
  - Creating internal and external training and outreach opportunities that create and promote cultural awareness;
  - Active participation in the State Annual Diversity Conference.
- Create an environment of increased cultural awareness by:
  - Ensuring that all executive and management service employees have appropriate affirmative action and diversity training and ensure those responsibilities are included in position descriptions and annual performance evaluations;
  - Communicate and display the Affirmative Action Policy;
  - Distribute Human Resources updates including diversity topics;
  - Make certain that all employees are aware and encouraged to participate in diversity training and activities;

## Budget Narrative

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- Seek out opportunities to engage and attract youth, people of color, people with disabilities, and women to work for The Department;
- Continue the Director's Inclusion Initiative focused on fostering and growing awareness of inclusion and diversity internally and externally.

### 2021-23 Affirmative Action Plan Accomplishments:

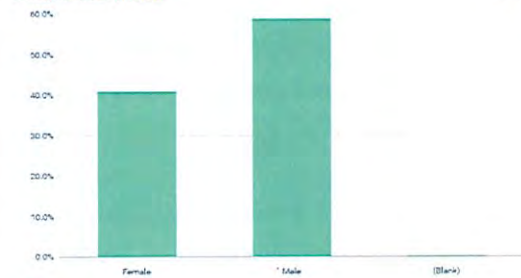
- Successful hire and on-boarding of OPRD DEI Coordinator, August 1, 2022.
- Completion of OPRD Welcoming Statement:
- *Oregon Parks and Recreation Department is committed to valuing and serving everyone by actively working to provide safe and equitable access to state parks and agency programs. To this end, the Department will not tolerate racism, harassment, discrimination, or intimidation in any form.*
- Transgender Affirmation and Inclusion in the Workplace; Basic Rights Oregon, June 8, 2022 - 45 participants.
- Shared the Statewide DEI Action Plan with leadership.
- Affirmative Action Plan currently posted on OPRIS – (Intranet for OPRD)
- Expanded use of social media for outreach and promoting OPRD as employer of choice.
- Re-engaged community job outreach whenever safe to do so. Attendance of 4 job/career fairs.
- Return of "Student Worker Program" – 15 hires for the 2022 season. Formal outreach paused in 2016.

EEO CATEGORY TOTAL AGENCY %	WOMEN TOTAL	POC* TOTAL	PWD** TOTAL
2020 Benchmark	39.19%	10.05%	5.84%
2021 Workforce	41.0%	16.0%	1.5%
2022 – Current Workers	41.0%	16.7%	1.4%



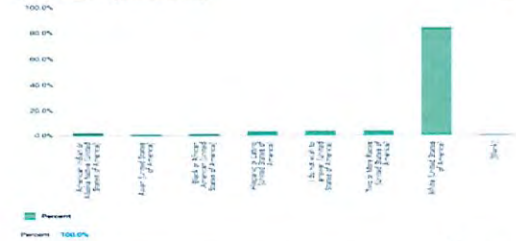
# Budget Narrative

Current Workers by Gender



Total		
Gender (Binary Options)	Percent	Number
Female	41.0%	305
Male	58.9%	438
(Blank)	0.1%	1
<b>Total</b>	<b>100.0%</b>	<b>744</b>

Current Workers by Race/Ethnicity



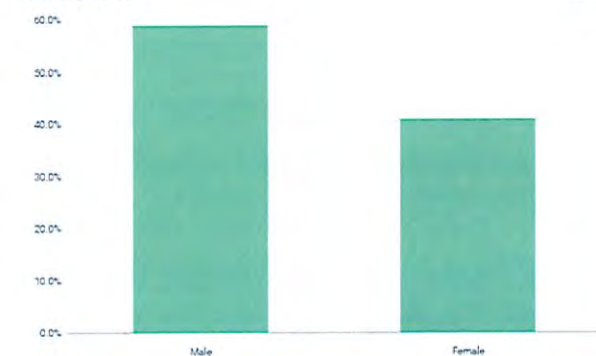
Total		
Race/Ethnicity	Percent	Number
American Indian or Alaska Native (United States of America)	2.3%	17
Asian (United States of America)	0.8%	6
Black or African American (United States of America)	1.1%	8
Hispanic or Latino (United States of America)	3.6%	27
I do not wish to answer (United States of America)	4.0%	30
Two or More Races (United States of America)	4.0%	30
White (United States of America)	84.0%	625
(Blank)	0.1%	1
<b>Total</b>	<b>100.0%</b>	<b>744</b>

Current Workers by Disability Status



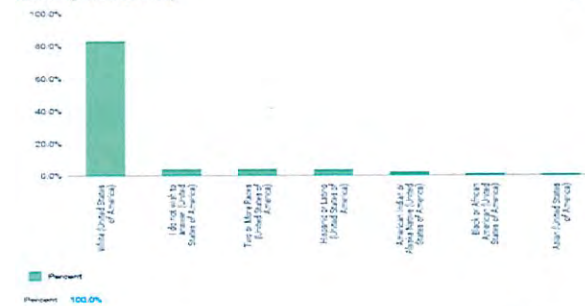
Total		
Disability Reporting	Percent	Number
Reported Disability	1.3%	11
No Reported Disability	98.3%	733
<b>Total</b>	<b>100.0%</b>	<b>744</b>

Workers by Gender



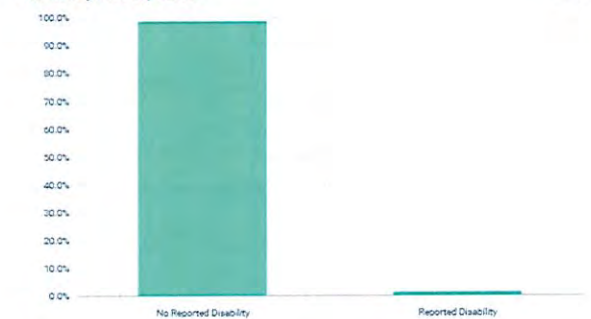
Total		
Gender (Binary Options)	Percent	Number
Male	59.0%	476
Female	41.0%	331
<b>Total</b>	<b>100.0%</b>	<b>807</b>

Worker by Race/Ethnicity



Total		
Race/Ethnicity	Percent	Number
White (United States of America)	83.2%	672
I do not wish to answer (United States of America)	4.2%	34
Two or More Races (United States of America)	4.2%	34
Hispanic or Latino (United States of America)	3.8%	31
American Indian or Alaska Native (United States of America)	2.5%	20
Black or African American (United States of America)	1.1%	9
Asian (United States of America)	0.9%	7
<b>Total</b>	<b>100.0%</b>	<b>807</b>

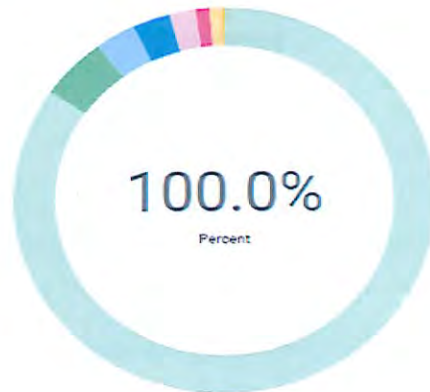
Workers by Disability Status



Total		
Disability Reporting	Percent	Number
No Reported Disability	98.6%	799
Reported Disability	1.4%	11
<b>Total</b>	<b>100.0%</b>	<b>807</b>

# Budget Narrative

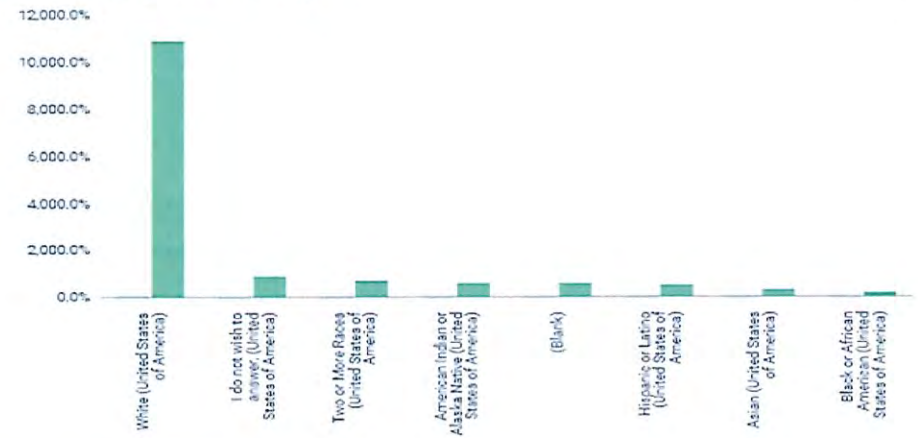
Worker by Race/Ethnicity



- White (United States of America)
- Two or More Races (United States of America)
- Hispanic or Latino (United States of America)
- I do not wish to answer (United States of America)
- American Indian or Alaska Native (United States of America)
- Asian (United States of America)
- Black or African American (United States of America)
- Native Hawaiian or Other Pacific Islander (United States of America)

Race/Ethnicity	Total	
	Percent	Number
White (United States of America)	84.6%	691
Two or More Races (United States of America)	5.3%	43
Hispanic or Latino (United States of America)	3.1%	25
I do not wish to answer (United States of America)	2.9%	24
American Indian or Alaska Native (United States of America)	2.0%	16
Asian (United States of America)	1.1%	9
Black or African American (United States of America)	1.0%	8
Native Hawaiian or Other Pacific Islander (United States of America)	0.1%	1
Total	100.0%	817

Hires to State by Race/Ethnicity



- Percent
  - Number
- Percent 100.0%
- Number 147

Race/Ethnicity	Total	
	Percent	Number
White (United States of America)	74.1%	109
I do not wish to answer (United States of America)	6.1%	9
Two or More Races (United States of America)	4.8%	7
American Indian or Alaska Native (United States of America)	4.1%	6
(Blank)	4.1%	6
Hispanic or Latino (United States of America)	3.4%	5
Asian (United States of America)	2.0%	3
Black or African American (United States of America)	1.4%	2
Total	100.0%	147