



## Oregon Parks and Recreation Commission

November 17 & 18, 2020  
Zoom

### Draft Agenda

**Tuesday, November 17<sup>th</sup>**

*Location: Zoom*

#### **WORK-SESSION / TRAINING: 9:00am – 11:00am**

- Volunteers
- Rocky Shores Management Plan
- Naming Policy Update

**Wednesday, November 18<sup>th</sup>**

*Location: Zoom*

#### **Executive Session: 8:30am**

*The Commission will meet in Executive Session to discuss acquisition priorities and opportunities, and potential litigation. The Executive Session will be held pursuant to ORS 192.660(2)(e) and (h), and is closed to the public.*

#### **Business Meeting: 9:45am**

##### **1. Commission Business**

- a) Welcome and Introductions (Information)
- b) Approval of September Minutes 2020 (**Action**)
- c) Approval of November Agenda 2020 (**Action**)

##### **2. Public Comment:** *This is the time for the public to address the Commission.*

*If you wish to make public comment on an item on the agenda you can choose to make your comment either when the item is heard, or during this allotted time. Speaking time is limited to 3 minutes. Please submit written public comments no later than 5 p.m. November 16<sup>th</sup> to [chris.havel@oregon.gov](mailto:chris.havel@oregon.gov)*

##### **3. Director's Update**

- a) Office of Outdoor Recreation Update/Intergovernmental Agreement (**Action**)
- b) Legislative update (Information)
- c) Annual Internal Audit Update (Information)
- d) Wildfire Update (Information)

##### **4. Budget**

- a) Budget update (Information)

##### **5. Property**

- a) None

##### **6. Community Engagement**

- a) Recreational Trails Program Achievement Award (Information)
- b) RTP Grant Approval (**Action**)
- c) ATV Committee Member Appointments (**Action**)

## **7. Heritage**

- a) Heritage Division updates (Information)

## **8. Park Development Division**

- a) Natural Areas Program: Provisional Registration for Tillamook River Wetlands (**Action**)
- b) Natural Areas Program: Dedicating Glass Hill Natural Area (**Action**)
- c) Paving Projects (**Action**)

## **9. Rulemaking**

- a) Request to open rulemaking- Vehicle Restrictions on Ocean Shore in Tillamook County (736-024-0015) (**Action**)
- b) Request to open rulemaking- Reservations (736-015-0015) (**Action**)

## **10. Reports (Information)**

- a) Actions taken under delegated authority
  - i) Contracts and Procurement
  - ii) Scenic Waterway Notifications, Ocean Shores Permits, and Timber Revenue
- b) Annual KPM Report

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

- a) 2021 Planning Calendar

*The services, programs and activities of the Oregon Parks and Recreation Department are covered by the Americans with Disabilities Act (ADA). If you need special accommodations to participate in this meeting, please contact the commission assistant Denise Warburton at (503) 986-0719 or [Denise.warburton@oregon.gov](mailto:Denise.warburton@oregon.gov) at least 72 hours prior to the start of the meeting.*



# Oregon Parks and Recreation Commission

September 15 & 16, 2020  
Zoom Meeting

## Draft Minutes

**Wednesday, September 16, 2020**

*Zoom Meeting*

### **Executive Session: 8:30am**

*The Commission will meet in Executive Session to discuss acquisition priorities and opportunities, and potential litigation. The Executive Session will be held pursuant to ORS 192.660(2)(e) and (h), and is closed to the public.*

### **Business Meeting: 10:30am**

• Cal Mukumoto, Commission Chair	• Daniel Killam, OPRD
• Lisa Dawson, Commission	• Ian Johnson, OPRD
• Jonathan Blasher, Commission	• Tanya Crane, OPRD
• Doug Deur, Commission	• Katie Gauthier, OPRD
• Vicki Berger, Commission	• Ross Kihs, OPRD
• Jennifer Allen, Commission	• Dennis Comfort, OPRD
• Steve Grasty, Commission	• JR Collier, OPRD
• Lisa Sumption, OPRD Director	
• MG Devereux, OPRD Deputy Director	
• Steve Shipsey, Counsel for Commission, DOJ	
• Denise Warburton, OPRD	

#### **1. Commission Business**

- a) Welcome and Introductions (Information)
- b) Approval of June 2020 Minutes (**Action**)

**ACTION: Commissioner Berger moved to approve the June 2020 Minutes. Commissioner Allen seconded. Motion passed, 7-0. (Topic starts at 00:18:06 and ends at 00:18:36)**

- c) Approval of September 2020 Agenda (**Action**)

**ACTION: Commissioner Dawson moved to approve the September 2020 Agenda with the removal of items 9a. Commissioner Deur seconded. Motion passed, 7-0. (Topic starts at 00:18:39 and ends at 00:19:24)**

#### **2. Public Comment:** All public comments were sent to the Commission.

#### **3. Director's Update**

\*Craig Leach reported on the impacts to OPRD of the recent fires. JR Collier reported on the fire damage to Collier State Park.

- a) Office of Outdoor Recreation (Information)
- b) Legislative Update (Information)

- c) Covid-19 Update (Information)
- d) Out-of-State State Park Rate adjustments (**Action**)

**ACTION: Commissioner Grasty moved to concur with the decisions Director Sumption made to Out-of-State Park Rates adjustments with delegated authority. Commissioner Berger seconded. Motion passed, 7-0. (Topic starts at 01:49:00 and ends at 01:55:48)**

**4. Budget**

- a) Budget Update (Information)

**5. Property**

- a) Gut Talbot Easement (**Action**)

**ACTION: Commissioner Grasty moved to approve the Guy Talbot Easement. Commissioner Berger seconded. Motion passed, 7-0 (Topic starts at 02:12:00 and ends at 2:14:55)**

**6. Community Engagement**

- a) ATV Highway Access Route Designation in Lakeside (Information)
- b) Edge Cable Ocean Shore Permit Status (Information)

**7. Heritage**

- a) Heritage Division Updates (Information)

**8. Park Development Division**

- a) Hiker/Biker Pods for Gorge and Coast Donations (**Action**)

**ACTION: Commissioner Grasty moved to accept the donation Hiker/Biker pods for the Gorge and Coast. Commissioner Deur seconded. Motion passed, 7-0. (Topic starts at 02:45:56 and ends at 02:51:36)**

- b) Ecola, Oregon Coast Trail OCVA Donation/Cooperation Update (Information)

**9. Rulemaking**

- a) Removed from agenda

**10. Reports (Information)**

- a) Actions Taken Under Delegated Authority
  - i) Contracts and Procurement
  - ii) Ocean Shores and Scenic Waterway Permits
  - iii) Timber Harvest Revenue

**11. Commission Planning Calendar (Information)**

- a) 2020 Commission Planning Calendar (Information)
- b) 2021 Commission Planning Calendar (**Action**)

**ACTION: Commissioner Blasher moved to accept 2021 Draft Commission Planning Calendar. Commissioner Berger seconded. Motion passed, 7-0. (Topic starts at 2:59:02 and ends at 03:00:42)**

The meeting adjourned at 3:15pm

## Oregon Parks and Recreation Commission

November 18, 2020

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Agenda Item:	3a	Action
Topic:	Intergovernmental Agreement	
Presented by:	Cailin O'Brien-Feeney	

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At past meetings staff have briefed the Commission on efforts to formalize support for the Office of Outdoor Recreation among partner agencies. The nonprofit Oregon Outdoors Coalition has helped focused this conversation on roles, authorities, and to continue the work of the office through the biennium. The group has also drafted shared principles about the function and structure of an advisory council to the Office of Outdoor Recreation, which is a separate action item.

At the time of writing this brief only a draft, unsigned agreement in principle exists. Parties are moving towards a final, executed agreement that may be presented to the Commission for consideration at this upcoming November meeting. Successful signing of these agreements will allow uninterrupted operation of the Office of Outdoor Recreation through the end of the 2019-2021 biennium.

The purpose of this agenda item is to have a discussion with the Commission about the basic elements, namely 1) the nature and form of interagency cooperation supporting the statutory purpose of OREC, and 2) future use of the Commission's rulemaking authority to establish an advisory group.

**Attachment:** Interagency agreement

**Action Requested:** Consent for Director to use delegated authority to negotiate and sign IAA and MOU.

**Prior Action by Commission:** None

**Prepared by:** Cailin O'Brien-Feeney

## **MEMORANDUM OF UNDERSTANDING**

### **Establishment of the The Oregon Office of Outdoor Recreation Advisory Council (OORAC)**

**THIS INTERGOVERNMENTAL AGREEMENT** (hereinafter “Agreement”) is made by and between the Oregon State Marine Board (OSMB), The Oregon Department of Fish and Wildlife (ODFW), The Department of State Lands (DSL), Oregon Department of Forestry (ODF), the Oregon Parks and Recreation Department (OPRD), Business Oregon, Travel Oregon, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and The Oregon Office of Outdoor Recreation (OREC) hereinafter referred to collectively as “Directors” or “Parties” and individually as “Director” or “Party.”

#### **I. RECITALS**

**WHEREAS**, HB 3350 was passed by the 79th Oregon legislative Assembly and under ORS 390.233 established the Office of Outdoor Recreation as an administrative section within the State Parks and Recreation Department, subject to the supervision of the Associate Director for Outdoor Recreation and the policies and procedures established by, and recommendations of, the State Parks and Recreation Director and the State Parks and Recreation Commission.

**WHEREAS**, the Office of Outdoor Recreation was created to create a strong, unified approach to outdoor recreation policy and practices in Oregon.

**WHEREAS** the Oregon Office of Outdoor Recreation was created to coordinate the state’s outdoor recreation policy across agencies, between public and private sectors, and in cooperation with organizations that have a vested interest in seeing Oregon’s outdoor recreation reach its fullest potential in every corner of the state.

**WHEREAS**, the office is here to connect with private businesses, public landowners, advocacy groups, nonprofits and the public for one purpose: to create a strong, unified approach to outdoor recreation policy and practices.

**WHEREAS**, The Governor's Task Force has presented recommendations that deliver a comprehensive approach for ensuring the long-term social, environmental and economic sustainability of outdoor recreation in Oregon. Adopting this framework for action will require

innovation and redoubled commitment to collaborative solutions. Ensuring the future and success of the Office of Outdoor Recreation will determine if we are well positioned to enact these recommendations.

**WHEREAS**, the ongoing COVID-19 pandemic, wildfires and racial justice movement in 2020 have highlighted new work that needs to be to ensure the long-term social, environmental and economic sustainability of outdoor recreation in Oregon.

**WHEREAS**, the Parties agree that a collaborative approach to develop and implement recreation policy, strategies, and funding for the State is integral to the continued operation of the Office of Outdoor Recreation through June 30, 2023 and to assist with implementation of the Governor's Task Force recommendations.

**WHEREAS**, the Parties agree that an advisory body is needed to promote and facilitate the Office's efforts to coordinate outdoor recreation policy and priorities across the state and with government and nongovernmental entities.

**NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS**

**II. AGREEMENTS**

**1. Support the establishment of the Oregon Office of Outdoor Recreation Advisory Council (OORAC)**

- a. The Oregon Office of Outdoor Recreation Advisory Council will be established as an advisory committee to the Oregon Office of Outdoor Recreation and the Oregon State Parks and Recreation Commission (Commission) for the purpose of carrying out the duties described in Section III of this document.
- b. The advisory council may assist OREC review state agency policies regarding outdoor recreation-related access and participation, resource protection and improvement, and facility investments, and make recommendations through the Commission regarding the use of state-managed funds to administer outdoor recreation programs.

- c. OREC and OORAC agree to build ongoing consensus on outdoor recreation priorities with advisory and governing bodies associated with each agency authority as a signatory to this agreement.
- d. Reporting structure
  - i. Recommendations will be submitted for review by signers to this agreement and any/all other agencies for a period of \_\_\_\_\_ days, prior to OREC submitting recommendations for review by the OPRD Commission.
- e. Expectations
  - i. Recommendations from the advisory council are expected to help to shape outdoor recreation policy and strategy across the state. The recommendations from this group, however, are not a mandate for any agency(ies) for implementation of any strategy(ies) and/or policy(ies).

## **2. Suggested OORAC Voting Membership**

- 1. Unless otherwise directed by legislation, OORAC voting membership is suggested to include:
  - a. At least three outdoor recreation participants that reflect the indigenous heritage, cultural richness, varied physical ability, and geographic diversity of this state and the many forms of recreation enjoyed here;
  - b. At least three representatives from Oregon's outdoor recreation sector such as brands, manufacturers, retailers, outfitters, guides and community-based organizations and/or non-profits;
  - c. Two members from federally-recognized sovereign tribal governments.
  - d. Two members from the below "Ex-Officio Membership" list with a biennially rotation as voting members.
- 2. Suggested Ex-officio Membership:
  - a. Ex-officio membership on the advisory council is intended to be limited to those individuals and organizations that have or potentially have significant in-kind or other resources to contribute to the implementation of the concept plan. Ex-officio Members are non-voting members, but can fully participate in discussions and deliberations of the OORAC.

- b. OORAC membership shall include signatories to this agreement and may include ex-officio representatives of agencies and organizations that are not parties to this agreement including;
- i. One member designated by the Oregon Tourism Commission;
  - ii. One member designated by the Oregon Business Development Department;
  - iii. One member designated by the Department of Fish and Wildlife;
  - iv. One member designated by the Oregon State Marine Board;
  - v. One member designated by the Oregon Department of Forestry;
  - vi. One member designated by the Oregon Department of Transportation;
  - vii. One member designated by the Oregon Health Authority;
  - viii. One member designated by the Oregon Department of State Lands
  - ix. One member designated by Oregon State University Extension Service;
  - x. One member designated by the Association of Oregon Counties;

### **III. RESPONSIBILITIES**

#### **A. OREC Responsibilities**

1. Establish and manage the Office, as well as provide staff and communications support to the Office and the Outdoor Recreation Advisory Council (the “Council”).
2. Work with public, private and non-profit sectors to advocate for conservation and stewardship of land, air, water, and wildlife, and for public access to them.
3. Educate and empower Oregon residents and visitors on the importance and interrelatedness of a healthy environment, outdoor recreation and a vibrant economy.
4. Facilitate public-private partnerships to enhance public outdoor recreational access, infrastructure improvements, and conservation efforts.
5. The Director of the Office or their designee from within the Office shall serve as the representative of the State of Oregon under Section IV of the Confluence Accords.
6. Coordinate outdoor recreation policy, as mandated in ORS 390.233, through a consensus-oriented approach:

- a. Within the administrative divisions of OPRD and between and among the department and federal, state, regional and local government entities and nongovernmental entities.
  - b. Assist in developing or updating the outdoor recreation management strategies of the department.
  - c. Collaborate with the Oregon Tourism Commission and the Travel Information Council to create effective forums for communicating recreation-based initiatives and for sharing best practices.
  - d. Serve as a clearinghouse and information center for outdoor recreation stakeholders.
  - e. Develop data, independently or through contracts with appropriate public or private agencies, on the social, economic and resource impacts of outdoor recreation in this state.
  - f. Promote the health and social benefits of outdoor recreation in coordination with other related state programs and initiatives.
  - g. Report on the office's activities to the State Parks and Recreation Commission four times per year or as otherwise directed by the commission.
7. The office shall coordinate and collaborate with the Oregon Business Development Department, representatives of regional and local governments, the outdoor recreation industry and other outdoor recreation stakeholders to promote economic development in this state. In furtherance of promoting economic development, the office may recommend, adopt or assist in the implementation of policies and initiatives that:
- a. Encourage development of the outdoor recreation industry in a manner that improves recreational opportunities in this state.
  - b. Maximize public and private investment in the outdoor recreation industry and in outdoor recreation activities in this state.
  - c. Enhance quality of life and economic vibrancy in communities across the state.
  - d. Strike a sensitive balance between development and preservation of the unique natural experience provided by Oregon's outdoor recreation resources, and between motorized and non-motorized outdoor recreation activities.
  - e. Take a proactive approach to enhancing regional and local outdoor recreation infrastructure.

3. The office shall annually submit a report to the Legislative Assembly on the impacts of outdoor recreation in this state. The report required under this section may include:
  - a. Other information about the office's activities; or recommendations, which may include recommendations for legislation, on policies and initiatives that may be adopted by the legislature, the State Parks and Recreation Department or other state agencies to enhance the experiences of persons engaging in outdoor recreation in this state.
4. To provide leadership and coordination on implementation of the recommended policies, legislation and initiatives including those recommended in the Governor's Task Force on the Outdoors, and for:
  - a. Economic development of rural and urban areas to ensure equal access to the outdoors.
  - b. Balancing improved access to the outdoors with environment and natural resource protection.
  - c. Increasing outdoor participation, especially among youth and traditionally underserved communities.
  - d. Establish an annual work plan within OPRD that involves policy guidance and strategic planning for grants, recreation trails, Engage-Relate-Adapt, Statewide Comprehensive Outdoor Recreation Plan (SCORP), and state park service delivery.
  - e. Execute cooperating agreements/mutual aid with Oregon Department of Fish and Wildlife, Oregon Department of Forestry, Oregon State Marine Board, Department of State Lands, Department of Land Conservation & Development, Travel Oregon, Oregon Health Authority, and Business Oregon.
  - f. Develop and report out on evaluation metrics as outlined by the Task Force on the Outdoors.

## **B. Joint Responsibilities**

### **1. The parties shall**

- a. Recommend and implement collaborative strategies, policies, programs and direction that support, expand and grow outdoor recreation participation, business and economy, as well as support conservation objectives and public recreation assets.

- b. Promote interest, participation, access and diversity in the outdoors for all and support opportunities for early and life-long outdoor learning.
- c. Meet regularly with the Office to collect input on strategies, policies, programs and direction that support, expand and grow outdoor recreation participation, talent recruitment and retention. This coalition will also serve to support conservation objectives and public outdoor recreation access and opportunities.

### **3. Administrative Entity**

- a. The Office of Outdoor Recreation, as the executive head of the Office of Outdoor Recreation (OREC) operates as an entity within the State Parks and Recreation Department (OPRD), and as such, OPRD shall be the administrative entity responsible for the administration and enforcement of the duties, functions and powers of the Office, as imposed by law upon the Office.

### **4. By-Laws**

- a. The Council shall adopt by-laws consistent with this agreement necessary to conduct its affairs. Bylaws shall be created and administered by the Council, OREC and under OPRD and the Commission.

## **REPRESENTATIVES**

<b>DEPARTMENT AND/OR AGENCY GENERAL INFORMATION</b>		
<b>1</b>	<b>Name</b>	<b>Oregon State Parks and Recreation Department</b> <b>Director:</b> Lisa Sumption
	<b>Address</b>	725 Summer St NE C, Salem, OR 97301
<b>2</b>	<b>Name</b>	<b>Oregon Department of Fish &amp; Wildlife</b> <b>Director:</b> Curt Melcher
	<b>Address</b>	4034 Fairview Industrial Dr SE, Salem, OR 97302
<b>3</b>	<b>Name</b>	<b>Oregon State Marine Board</b>

		<b>Director:</b> Larry Warren
	<b>Address</b>	435 Commercial St NE UNIT 400, Salem, OR 97301
<b>4</b>	<b>Name</b>	<b>Oregon Department of Forestry</b> <b>Director:</b> Peter Dougherty
	<b>Address</b>	2600 State St, Salem, OR 97310
<b>5</b>	<b>Name</b>	<b>Oregon Department of State Lands</b> <b>Director:</b> Vicki Walker
	<b>Address</b>	775 Summer St NE # 100, Salem, OR 97301
<b>6</b>	<b>Name</b>	<b>Travel Oregon</b> <b>Director/CEO:</b>
	<b>Address</b>	530 Center St NE STE 200, Salem, OR 97301
<b>7</b>	<b>Name</b>	<b>Business Oregon</b> <b>Director:</b> Chris Cummings
	<b>Address</b>	775 Summer St NE #200, Salem, OR 97301
<b>8</b>	<b>Name</b>	
	<b>Address</b>	
<b>9</b>	<b>Name</b>	
	<b>Address</b>	

## TERM

This Memorandum of Understanding (“MOU”) shall be effective upon signature through June 30, 2023 (the “Effective Date”) and may be renewed by mutual written consent of the Parties.

This MOU contains the final and entire agreement between the Parties and is the complete and exclusive statement of the terms. This MOU supersedes all prior agreement and understandings, whether oral or written, in connection with the subject matter of this MOU.

## **Signatures**

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**Oregon State Parks and Recreation Department**

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**Oregon Department of Fish & Wildlife**

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**Oregon State Marine Board**

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**Oregon Department of Forestry**

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**Oregon Department of State Lands**

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**Travel Oregon**

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**Business Oregon**

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**Oregon Office of Outdoor Recreation**

## **MEMORANDUM OF UNDERSTANDING**

### **Intergovernmental Funding Agreement to Support Continued Operations of the Oregon Office of Outdoor Recreation (OREC)**

**THIS INTERGOVERNMENTAL AGREEMENT** (hereinafter “Agreement”) is made by and between the Oregon State Marine Board (OSMB), The Oregon Department of Fish and Wildlife (ODFW), The Department of State Lands (DSL), Oregon Department of Forestry (ODF), and the Oregon Parks and Recreation Department (OPRD) hereinafter referred to collectively as “Directors” or “Parties” and individually as “Director” or “Party.”

#### **II. RECITALS**

**WHEREAS**, HB 3350 was passed by the 79th Oregon legislative Assembly and under ORS 390.233 established the Office of Outdoor Recreation as an administrative section within the State Parks and Recreation Department, subject to the supervision of the Associate Director for Outdoor Recreation and the policies and procedures established by, and recommendations of, the State Parks and Recreation Director and the State Parks and Recreation Commission.

**WHEREAS**, the Office of Outdoor Recreation was created to create a strong, unified approach to outdoor recreation policy and practices in Oregon.

**WHEREAS** the Oregon Office of Outdoor Recreation was created to coordinate the state’s outdoor recreation policy across agencies, between public and private sectors, and in cooperation with organizations that have a vested interest in seeing Oregon’s outdoor recreation reach its fullest potential in every corner of the state.

**WHEREAS**, the office is here to connect with private businesses, public landowners, advocacy groups, nonprofits and the public for one purpose: to create a strong, unified approach to outdoor recreation policy and practices.

**WHEREAS**, The Governor's Task Force has presented recommendations that deliver a comprehensive approach for ensuring the long-term social, environmental and economic sustainability of outdoor recreation in Oregon. Adopting this framework for action will require

innovation and redoubled commitment to collaborative solutions. Ensuring the future and success of the Office of Outdoor Recreation will determine if we are well positioned to enact these recommendations.

**WHEREAS**, the Parties agree that a shared funding model is integral to continued operation of the Office of Outdoor Recreation through June 30, 2021 to assist with implementing the Governor's Task Force recommendations.

**NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

**1. The purpose of this Intergovernmental Agency Cost Sharing Agreement is to provide the financial needs required to staff and operate OREC.**

**a. Funding share by agency from January-June 2021**

- i. Oregon Parks and Recreation Department: 50% (\$42,660)
- ii. Oregon State Marine Board: 20% (\$17,064)
- iii. Oregon Department of Fish and Wildlife: 20% (\$17,064)
- iv. Oregon Department of Forestry: 5% (\$4,266)
- v. Oregon Department of State Lands: 5% (\$4,266)

**b. Costs covered by this Agreement**

- i. **Salary for one Operations Policy Analyst 4 (Associate Director):**
  - 1. Jan-June 2021 Payroll and OPE: \$83,183.
  - 2. Jan-June 2021 Services and Supplies: \$2,136.

**c. Costs not covered by this Agreement**

- i. Strategic projects described in the annual work plan selected from priorities in the Governor's Task Force on the Outdoors report "*2020 Framework for Action*."
- ii. Each Director agrees to support development of additional agreements soliciting government and non-government financial and in-kind support for strategic projects.

**d. Method of support**

- i. Interagency transfer as a reduction of expense.

**3. Private & Non-Profit Donations & Sponsorships**

**a. Legal Requirements**

- i. Consult your tax advisor.

**b. Expectations**

- i. OREC shall, with support by Directors and their delegates, solicit non-state-government funding for strategic projects described in the Governor's Task Force on the Outdoors report "2020 Framework for Action," emphasizing establishment of the Outdoor Trust, vocational and career training funds, and outdoor recreation inventory/gap analyses.

**c. Tax Benefits**

- i. Consult your tax advisor.

**4. The Parties also agree to use their best efforts to adhere to the principles set forth in the Outdoor Recreation Industry Confluence Accords (the "Accords") attached as Exhibit A.**

DEPARTMENT AND/OR AGENCY GENERAL INFORMATION		
1	Name	<b>Oregon State Parks and Recreation Department</b> <b>Director:</b> Lisa Sumption
	Address	725 Summer St NE C, Salem, OR 97301
2	Name	<b>Oregon Department of Fish &amp; Wildlife</b> <b>Director:</b> Curt Melcher
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	Address	2600 State St, Salem, OR 97310
5	Name	<b>Oregon Department of State Lands</b>

		<b>Director:</b> Vicki Walker
	<b>Address</b>	775 Summer St NE # 100, Salem, OR 97301
<b>6</b>	<b>Name</b>	<b>Travel Oregon</b> <b>Director/CEO:</b>
	<b>Address</b>	530 Center St NE STE 200, Salem, OR 97301
<b>7</b>	<b>Name</b>	<b>Business Oregon</b> <b>Director:</b> Chris Cummings
	<b>Address</b>	775 Summer St NE #200, Salem, OR 97301
<b>8</b>	<b>Name</b>	
	<b>Address</b>	
<b>9</b>	<b>Name</b>	
	<b>Address</b>	

## TERM

This Memorandum of Understanding (“MOU”) between the \_\_\_\_\_ and shall be effective as of \_\_\_\_\_ (the “Effective Date”) and end June 30, 2021 and may be renewed by mutual written consent of the Parties.

This MOU contains the final and entire agreement between the Parties and is the complete and exclusive statement of the terms. This MOU supersedes all prior agreement and understandings, whether oral or written, in connection with the subject matter of this MOU.

## Signatures

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Oregon State Parks and Recreation Department

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Oregon Department of Fish & Wildlife

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Oregon State Marine Board

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Oregon Department of Forestry

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Oregon Department of State Lands

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## Oregon Parks and Recreation Commission

November 17, 2020

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Agenda Item:	3b	Information
Topic:	Legislative Update	
Presented by:	Katie Gauthier, Government Relations and Policy Manager	

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Preparation continues for the 2021 legislative session. Currently, legislative days with interim committee hearings that include preparation for the 2021 session and the Emergency Board are scheduled for early December.

Staff continue to work with the Governor's office and stakeholders on developing and refining agency bills for the 2021 session. OPRD's proactive legislative concepts include:

### **All-Terrain Vehicle Safety**

- **Safety Education Cards for all class IV ATV operators.** ATV Safety Education Cards are currently required for most ATV riders at no cost through an online education program. This bill would expand the requirement to include all riders of Class IV ATVs (side-by-sides). Side-by-sides are a fast-growing class of ATVs, often attracting new and less experienced riders. As a result, side-by-side accidents involving injuries have been increasing year-over-year.
- **ATV side-by-side requirements.** In 2019, the definition of side-by-side was changed to allow for wider, heavier vehicles, but it did not accommodate all vehicles in the class due to tire size restrictions. This bill would move to an industry standard of defining Class IV ATVs as vehicles with engine sizes of up to 1000 cc. It would also eliminate current windshield wiper requirement for half windshields or plexiglass windshields and simply require windshields to remain free from obstruction.

### **Preserving Heritage**

- **Historic cemetery designation date.** To be considered historic, a cemetery must include burial of someone who died before Feb. 14, 1909. This bill would change the date for a historic cemetery to those that include burial of a person who died 75 years from today's date to align with state archaeology laws.
- **Historic property tax incentive for communities.** The only state historic preservation tax incentive in Oregon, the Special Assessment for Historic Properties program was extended until 2022 in the last session. This bill would extend the program until 2031 and address current challenges for participants, local governments and staff by focusing on commercial use and resolving administrative complexities. Changes will help it become a more effective tool to aid main street small businesses in preservation and restoration at a time they are most in need.

## **Improving Park Operations**

- **OPRD ranger safety.** Under statute, specific OPRD employees are trained as enforcement rangers to as part of their official duties enforce park administrative rules and may issue citations, orders to leave, and exclusions from park lands. Unfortunately, there have been recent instances where in the performance of their duties park staff have been subject to harassment and assault. This bill would add OPRD enforcement rangers acting within the scope of their official duties to list of public officials for third degree assault. Current officials listed include: OLCC regulatory specialists, public safety officer, EMS providers, fire service, parole and probation, police, DOC, OYA, flaggers, highway workers, public transit, taxi operators, judicial officers, juror, court of justice employee or officers.
- **Permission to develop rules for drone use.** Increased drone activity in state parks has led to recreational conflict, resource damage concerns and confusion among drone operators about where flights are permissible. Legislative permission is needed in order to enter into rulemaking to address the takeoff and landing of drones on state park and ocean shore properties. This bill directs the Commission to develop rules for areas of state park property people would be allowed to operate drones and areas takeoff and landing drones would be restricted.

## **Outdoor Recreation Access**

- **Study outdoor recreation and tourism funding and service delivery.** In one fell swoop, the economy has depressed Oregon Lottery funds and park closures effectively stopped any revenues coming into the agency for months. Based on the economic realities of our current situation, the agency is developing a new vision and strategy to move us forward. We are taking a hard look at all of our financials and businesses practices to improve efficiencies. This bill will be a study to examine a new model for outdoor recreation and tourism service delivery that will improve collaboration and address needed efficiencies. This concept also includes additional lottery bonding to fund vital state park maintenance and operation needs.

### **Next Steps:**

Staff will continue to work on development of legislation for the 2021 legislative session.

**Prior Action by Commission:** Approval of 2021 Legislative Concepts in April 2020.

**Action Requested:** Information only

**Attachments:** None

**Prepared by:** Katie Gauthier

## Oregon Parks and Recreation Commission

November 18th, 2020

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Agenda Item:	3c	Informational
Topic:	Annual Audit Committee Update	
Presented by:	Bevin Clapper, Chief Audit Executive	

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Summary of Reviews, Audits and Reports for FY 2020 (full reports available upon request).

Please note: The COVID emergency severely impacted the OPRD Audit Plan. An audit planned on construction projects was not completed because the reduction of the construction budget changed the risk profile. The Chief Audit Executive (CAE) was on special assignment related to adjustments to agencies priorities after the COVID closures.

In June, Bevin lead a Quality Assurance Review (QAR) at the Department of Education. This QAR was part of a reciprocal agreement with other state agencies administrated by the Department of Administrative Services and the Chief Audit Executive Council. OPRD is required to participate in two QARs in order to receive a QAR. Bevin has lead QARs at PERS and Department of Education so we are set to receive our QAR in 2021 or 2022 as statewide resources are available.

### Contract & Procurement Law Training Review

- Presented to the Audit Committee: 10/22/2019
- Summary of Results: The purpose of this review is to determine the Oregon Parks and Recreation Department's (OPRD's) compliance with the Contract and Procurement Training Law (training law) and the Department of Administrative Services (DAS) statewide policy on procurement training. As of July 24, 2019, thirteen OPRD employees who have administered contracts or conducted procurements have not had the mandatory training required by the training law effective on January 1, 2019.
- Recommendations:
  - All Contracting and Procurement Unit staff should be trained under the requirements of the training law at a minimum.
  - The audit team recommends that when employees are hired into management positions or positions that have specific contract administration duties on contracts over \$150,000, a training analysis should be conducted to determine if the employee's duties require them to complete courses required under the training law.

- The audit team also recommends the CPU manager explore an agreement with DAS to allow OPRD staff to complete only certain modules from the contract administration training course like the Department of Corrections.

#### Construction Quality Assurance Consulting Project

- Memo to Management: 1/28/2020
- Project Overview: In June of 2019, the OPRD Audit Committee approved a consulting project to:
  - research construction quality assurance best practices,
  - assess OPRD's current construction project management practices with a specific focus on quality assurance efforts,
  - compete a root cause of analysis of major risks to OPRD's construction projects,
  - and recommend improvements to OPRD's construction quality assurance program.

#### Qualified Archeologist Review

- Memo to Management: 7/16/2020
- Project Overview: OPRD became informally aware of concerns regarding our administration of the State Historic Preservation Office's Qualified Archelogy Program. A review of the program was completed. No fraud, waste, or abuse was observed but program improvement recommendations were made.

#### FY2020 Audit Plan

- Approved by the Audit Committee: 6/20/19
- The audit plan presented below is based on actual work performed. Orange highlighted projects indict significant reduction in hour estimates from original audit plan. Green highlighted projects indict significant increases in hour estimates from original audit plan.

Internal Audit Plan FY 2020				Fiscal Year End Update
Project	Estimate of Hours	Timeframe	Additional Information	
<b>Assurance</b>				
Construction	100	January to June	Originally budgeted at 500, but 100 hours of planning was completed before COVID stopped the project.	DID NOT COMPLETE - COVID Time moved to consulting.
Contract Training Review	150	July to October	Carryover from FY19	Completed October 2019
Risk Assessment FY2020	250	July to October	Update to the January 2019 RA completed in October 2019.	FY 2021 is ongoing and being updated with Labor Day Wind/Fire information.
SPOTS Review*	0	January to June	Originally budgeted at 60 hours.	DID NOT COMPLETE - COVID
Follow-up on Recommendations	60	October to January		Update complete in March 2020.
<b>Total</b>	<b>560</b>			
<b>Consulting</b>				
Construction Quality Assurance	200	July to January	Per mgmt request	Completed January of 2020
Workday/Internal Controls Review	60	July to October	Per mgmt request	Information provided to payroll/accounting staff who are part of workgroups on Workday payroll implementation with DAS.
Agency Support	200	Ongoing	Originally budgeted at 80 but increased due to additional operations needs as directed by the Deputy Directors.	Additional consulting related the operation's archeology program.
COVID Support	160	COVID	Hours tracked and coded to COVID response.	A consulting project was completed on adjustments to agency prioritizes and resources because of COVID.
Policy and Training Consulting	40	Ongoing	Policy Reviews	Reduced from 80 because most policy work slowed down with COVID.
<b>Total</b>	<b>660</b>			
<b>Audit Function Admin</b>				
Training	40	Ongoing	40 CPE required	Standard requirement for internal audit certification.
Audit Committee Prep	20	Three Meetings	Originally budged at 40 hours, this time was reduced to 20.	Only one meeting was held in FY2020, but admin time was spent preparing for meetings that have been delayed.
Audit Program Development and QAIP	150	Ongoing	Originally budgeted at 40 hours, this time was utilized to assist the Department of Education with a Quality Assurance Review.	Audit Committee charter update in November 2019. Additionally, OPRD has now provided 2 QARs and is on the schedule to receive a QAR in 2021 or 2022 depending on statewide audit resources.
CAEC Council and IIA Support	40	Ongoing	IIA Membership Chair	
External Audit Liaison	100	Ongoing	Secretary of State Audits Division Measure 76 Audit	Fieldwork was completed in July of 2020 and as of October we are still waiting for a report draft.
Organizational Understanding	40	Ongoing	Commission Meetings and Field Visits	Reduced from 60 to 40 hours because of travel restrictions.
<b>Total</b>	<b>390</b>			
<b>Fraud, Waste, and Abuse</b>				
Special Investigations	150	Ongoing	Originally budgeted at 100, but increased because of management requests and SoS Audit Division requests.	Qualified Archeologist Memo completed in June 2020. No fraud, waste, or abuse observed but program improvement recommendations made.

**Prior Action by Commission:** The last audit committee update was November 20<sup>th</sup> 2019.

**Action Requested:** None

**Prepared by:** Bevin Clapper, Chief Audit Executive

## **Oregon Parks and Recreation Commission**

**November 18th, 2020**

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Agenda Item:	3d	Informational
Topic:	Wildfire update	
Presented by:	Lisa Sumption, Director	

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2020 wildfires and the related preceding windstorms affected more than a dozen state parks, damaging resources and facilities and reducing service. Preliminary damage estimates total \$2.7 million, a figure which will change as the usual winter storm season takes a toll on fire-weakened landscapes. OPRD is cooperating with several state-level wildfire recovery teams, and staff will update the Commission on the agency's current status during the commission meeting.

**Prior Action by Commission:** None.

**Action Requested:** None

**Prepared by:** Chris Havel

## Oregon Parks and Recreation Commission

November 18, 2020

Agenda Item: 4a

Information

Topic: Budget Update

Presented by: Tanya Crane, Budget Manager

The September 2020 Lottery forecast was released September 23, 2020. It reflects an increase in Lottery Fund revenue for the Department of \$11,228,000. Since the close of session (June 2019), the Lottery Fund revenue forecast has decreased by \$14,719,309. The Department's budget was built on a Lottery Fund revenue forecast of \$109.5 million and the September 2020 forecast is \$94.8 million. The table below reflects the change in the Lottery revenue forecast for the 2019-21 biennium and beyond.

Lottery Forecast History (2019-25 Biennium): OPRD's Share of PNRF						
Forecast Date	2019-21		2021-23		2023-25	
	Forecast	Change from Prior Forecast	Forecast	Change from Prior Forecast	Forecast	Change from Prior Forecast
May 2019 Forecast (close of session)	\$109,488,309		\$118,008,973		\$127,644,181	
September 2019 Forecast (released 8-28-2019)	\$110,366,888	\$878,579	\$120,142,733	\$2,133,760	\$130,881,505	\$3,237,324
November 2019 Forecast (released 11-20-2019)	\$110,667,551	\$300,663	\$120,092,862	(\$49,871)	\$130,551,032	(\$330,473)
March 2020 Forecast (released 2-12-2020)	\$111,396,954	\$729,403	\$120,957,300	\$864,438	\$131,615,031	\$1,063,999
May 2020 Forecast (released 5-20-2020)	\$83,540,779	(\$27,856,175)	\$101,492,357	(\$19,464,943)	\$117,593,717	(\$14,021,314)
September 2020 Forecast (released 9-23-2020)	\$94,769,000	\$11,228,221	\$110,834,500	\$9,342,143	\$122,400,000	\$4,806,283
<b>Total Cumulative Change</b>		<b>(\$14,719,309)</b>		<b>(\$7,174,473)</b>		<b>(\$5,244,181)</b>

While there is improvement in the forecast, the revenue decline is still driven by the COVID 19 pandemic. Lottery fund income is driven by the video lottery games people play primarily in bar and restaurant settings; with these facilities having limited inside capacity available or still closed, revenue generation is limited. The Department will continue to watch revenues closely and adjust operations accordingly.

The December 2020 Lottery forecast will be released November 18, 2020 and an update will be provided at the Business meeting.

The tables on the next page show revenue and expenditures for the first fiscal year of the 2019-21 biennium (through June 30, 2020).

The “percent” column represents the percentage of the budget that has been collected or spent.

For this reporting period, the biennium is 50% complete; however, OPRD's business is seasonal so it should not be assumed that everything should be at the 50% mark. Revenues and expenditures are monitored monthly; revenues are forecast quarterly. Internal adjustments are made as necessary to stay within revenue projections and expenditure limitation.

<b>Revenues to date:</b>			
	Budget	Actuals	Percent
Lottery Funds	111,875,220	59,568,496	53.25%
Federal Funds	16,685,823	3,856,313	23.11%
General Fund	0	0	
Other Funds			
ATV	10,475,603	6,770,515	64.63%
Park User Fees	56,286,736	22,376,442	39.75%
RV Registrations	21,138,719	10,274,299	48.60%
Trust/Dedicated	6,360,173	2,707,490	42.57%
Main Street Bonds	5,106,587	0	0.00%
All Other	14,337,119	4,874,859	34.00%
Grand Total	242,265,980	110,428,414	45.58%
<b>Expenditures to date:</b>			
	Budget	Actuals	Percent
Director's Office/Commission	3,136,712	1,415,247	45.12%
Central Services	36,584,064	17,713,036	48.42%
Park Development	43,344,032	8,636,812	19.93%
Direct Services	123,859,881	51,801,915	41.82%
Community Support/Grants	57,202,031	20,158,704	35.24%
Grand Total	264,126,720	99,725,714	37.76%

A few notes:

1. Lottery Funds – The forecast is now \$94,769,000 so the Department has already collected 61.55% of the current forecasted revenue.
2. Federal Revenues – these funds come in to the Department on a reimbursement basis. Funds, primarily grants, must be spent and then the funds are received.
3. ATV – the largest revenue source is the annual fuels tax transfer from ODOT; with the increase in the gas tax, the annual transfer was higher than originally projected.
4. Park User Fees – camping and day use revenues are lower than were projected in the original budget. This is an impact from COVID-19.
5. Trust/Dedicated – this includes preventive maintenance, business accounts and other stewardship accounts. Reduced Park User Fees are driving this lower than projections as is COVID-19 closures impacting business accounts.
6. Main Street – the bonds that will provide this revenue have not yet been sold; sale was expected in the spring of 2021. However, it is no longer expected that these bonds will be sold.
7. Other Funds All Other – this includes “small grant” limitation and is based on assumptions about various grants coming into the parks.
8. Expenditures are all lower since the Department imposed strict spending limits and reductions to adjust to reduced revenues due to COVID-19.

Development of the 2021-23 Governor's Budget is in process. OPRD will meet with the Department of Administrative Services (DAS), Budget and Management (BAM) about OPRD's Analyst Recommended Budget; at the time of this writing, the meeting has not yet been scheduled. Final adjustments to OPRD's 2021-23 Governor's Budget will be made once DAS has the December 2020 Lottery forecast – expected mid November. The Department will present the Governor's Budget to the Commission at the February 2021 meeting.

**Prior Action by Commission:** The 2019-21 Agency Request Budget was approved at the June 2018 meeting. A brief update was provided in November 2018. The Governor's Budget was presented at the February 2019 meeting; The Legislatively Adopted Budget was presented at the September 2019 meeting. An update on the budget was provided in June, September, November 2019, February, June and September 2020.

**Action Requested:** None.

**Attachments:** None.

**Prepared by:** Tanya Crane

## Oregon Parks and Recreation Commission

November 18, 2020

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Agenda Item:	6a	Information
Topic:	Recreational Trails Program Achievement Award	
Presented by:	Daniel Killam, Deputy Director of Administration	

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A project supported by funds from the Recreational Trails Program (RTP) recently received a national achievement award presented by the Coalition for Recreational Trails (CRT). The Willamalane Park and Recreation District received the award in the “Public-Private Partnerships and Access to/Use of Public Lands” category for their construction of trails at the Thurston Hills Natural Area in Springfield. It was one of twelve projects selected nationwide.

The project was supported by an RTP grant approved by the Commission in 2016. In 2019, the Commission approved funds for phase two of trail development at Thurston Hills.

Notable aspects of the project include a partnership with Disciples of Dirt, a local volunteer trail organization; development of the first natural surface hiking and mountain biking trails in the City of Springfield; and setting of the stage to provide the only public access to adjacent Bureau of Land Management property where trails are planned to be developed in the future.

Congressman Peter DeFazio wrote a letter of support for the nomination and was featured in a virtual award ceremony held on October 22. A recording of the award ceremony is available here: <https://bit.ly/31AmQ81>.

CRT is an alliance of national and regional trail-related organizations. Its members work together to build awareness and understanding of the RTP. Their recent advocacy resulted in the Federal Highway Administration conducting a fuel study, which will be released soon and is expected to show that RTP should be funded at three times the level it currently is. These achievement awards help build support for RTP on the congressional level.

Other recent award recipients in Oregon include:

- 2019: Union County, for multiple RTP projects in the Mount Emily Recreation Area
- 2018: Deschutes National Forest, for development of the Rim Butte OHV Trails
- 2017: Willamette National Forest, for improvements to the Middle Fork National Recreational Trail

**Prior Action by Commission:** None

**Action Requested:** None

**Attachments:** None

**Prepared by:** Jodi Bellefeuille, Recreational Trails Program Grant Coordinator

## Oregon Parks and Recreation Commission

November 18, 2020

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Agenda Item:	6b	Action
Topic:	Recreational Trails Program Grant Approval	
Presented by:	Daniel Killam, Deputy Director of Administration	

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The Recreational Trails Program (RTP) is a federal aid assistance program administered by the U.S. Department of Transportation, Federal Highway Administration (FHWA). Funds are appropriated out of the Highway Trust Fund and represent fuel tax attributed to non-highway recreational use. Funds pass through ODOT and are administered by OPRD.

RTP funds are awarded to projects that develop and enhance public recreational trails for both motorized and non-motorized uses. Federal law requires that 30% of RTP funds are used for motorized trail projects, 30% for non-motorized projects, and 40% for diverse use projects. A project can meet more than one category. OPRD sets aside 30% of funds for motorized projects and the remaining 70% for non-motorized projects. The diverse use requirement is met and exceeded through these categories.

Eligible applicants to the program are cities, counties, park and recreation districts, state agencies, federal agencies, tribal governments, and non-profits that partner with a public land manager or operate a public recreation area. Applicants must provide a match of at least 20%.

The RTP Grant Advisory Committee met virtually October 27-29, 2020 for their annual review of grant requests. Applicants requesting \$50,000 or more were required to give a presentation during the meeting. The Committee scored project applications based on established criteria including needs identified in the 2016-2025 Statewide Recreation Trails Plan. Twenty-nine grant requests were submitted to OPRD, requesting a total of \$3,889,079 in funding assistance. As usual, many fantastic projects could not be funded. These applicants might reapply next year. Some applicants may be given feedback to improve their project or application proposal.

Upon approval from the OPRD Commission, projects will be submitted to FHWA for their approval and authorization of funds.

**Prior Action by Commission:** Prior annual RTP grant approvals

**Action Requested:** Staff requests that the Commission approve the ranking and distribution of RTP grants as recommended by the RTP Grant Advisory Committee.

**Attachments:**

- Exhibit a) 2020 RTP Motorized Funding Recommendations**
- Exhibit b) 2020 RTP Non-Motorized Funding Recommendations**
- Exhibit c) Map of Recommended Projects**
- Exhibit d) Infographic from the Coalition for Recreational Trails**

**Prepared by:** Jodi Bellefeuille, Program Coordinator

## Oregon Parks and Recreation Department

November 18, 2020

**Recreational Trails Program (RTP) Project Ranking****Motorized Grant Requests**

\$458,928 Available

<b>Rank</b>	<b>Project Name</b>	<b>Applicant</b>	<b>County</b>	<b>Brief Project Description</b>	<b>Total Project Cost</b>	<b>Grant Funds Requested</b>
<b>1</b>	Blue Mountain Sno-Park Vault Toilet	Malheur National Forest	Grant	Purchase and install a CXT Vault Toilet at the Blue Mountain Sno Park. Thin stands around the park to reduce fire hazard, build fence and complete general cleanup.	\$ 28,585	\$ 22,200
<b>2</b>	Walker Trails Development*	Central Oregon's Combined Off Highway Vehicle Operations, Deschutes National Forest	Klamath	Trails 84, 85, and 86 in the Walker area of the Three Trails OHV system are in need of additional improvements to increase recreational value and trail sustainability.	\$ 75,444	\$ 60,000
<b>3</b>	Avalanche Beacon Checking Station Signs*	Oregon State Snowmobile Association	Various	Install avalanche beacon checking stations at twenty-three selected Sno-Parks throughout the state.	\$ 47,213	\$ 37,421
<b>4</b>	Groomer & Staging Building (RTP)*	Morrow County	Morrow	Build an enclosed structure in a collaborative effort with local snowmobile club for snow groomer and staging area for emergencies.	\$ 273,366	\$ 216,500
<b>5</b>	Hi-Desert Snow Trail Groomer*	Oregon State Snowmobile Association	Lake	Purchase a winter trail groomer for operation by the Hi-Desert Storm Troopers snowmobile club and the Oregon State Snowmobile Association (OSSA). <i>Project was on the funding threshold and will receive a partial award (\$235,206 requested).</i>	\$ 294,008	\$ 122,807
<b>Total of Motorized Projects Recommended for Funding</b>					\$ 718,616	\$ 458,928
<b>Funding is not available below this point. If additional funding becomes available, the Committee recommends fully funding project 5 and the project below.</b>						
<b>6</b>	Upper Nestucca OHV Area Map*	Bureau of Land Management, NW District	Tillamook, Yamhill	To create an editable digital file and print publication trailhead map brochure for the Upper Nestucca OHV Area. This brochure will be posted at OHV staging areas with print copies stocked onsite.	\$ 28,524	\$ 22,000
<b>Total of Motorized Projects Not Recommended for Funding</b>					\$ 28,524	\$ 22,000
<b>Grand Total of Motorized Funding Requests (Funded and Not Funded)</b>						\$ 593,327
<i>Total includes full requested amount for project #5</i>						

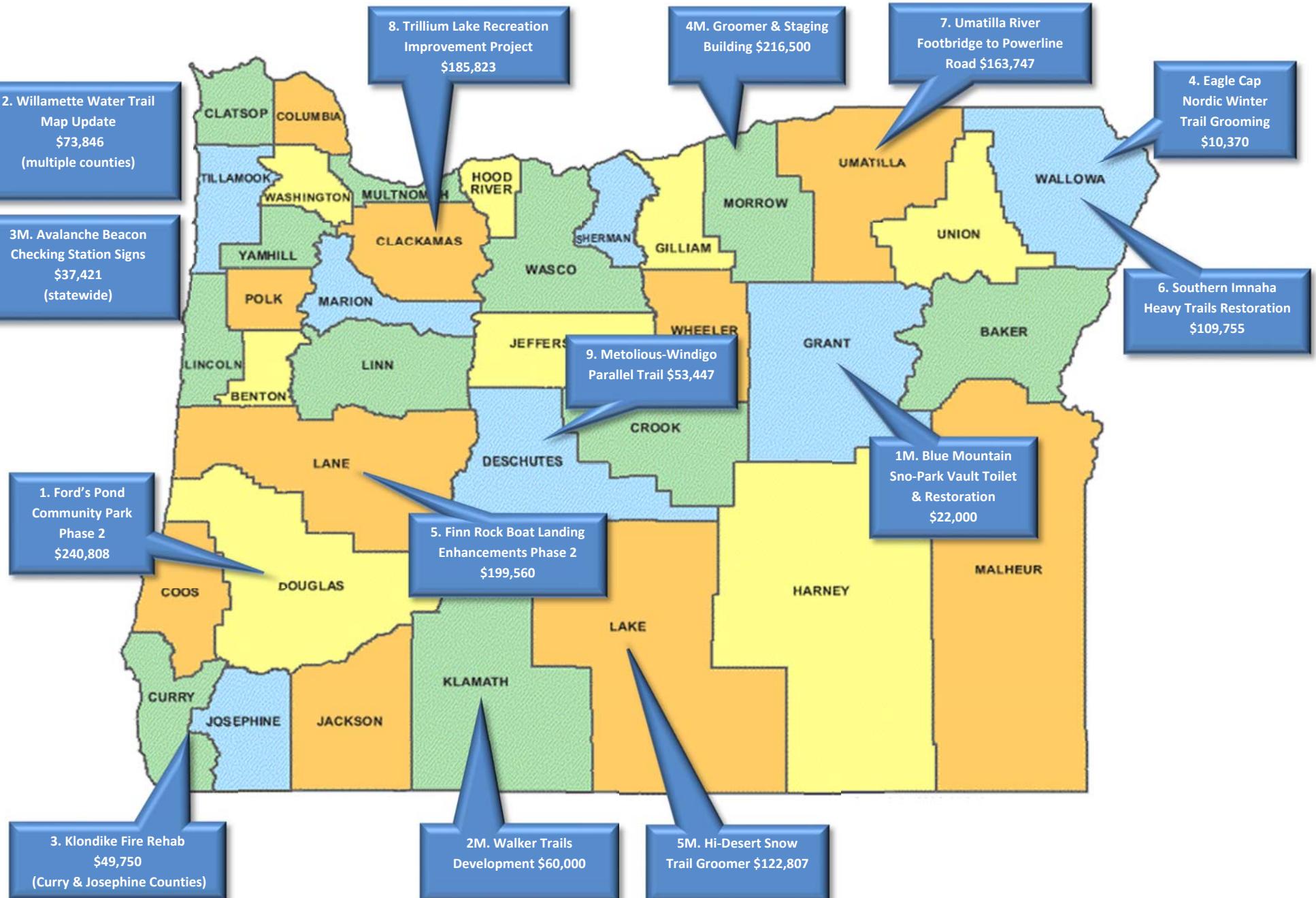
Oregon Parks and Recreation Department  
 November 18, 2020  
**Recreational Trails Program (RTP) Project Ranking**  
**Non-Motorized Grant Requests**  
 \$1,076,106 Available

Rank	Project Name	Applicant	County	Brief Project Description	Total Project Cost	Grant Funds Requested
<b>1</b>	Ford's Pond Community Park / Project 1-Phase 2*	City of Sutherlin	Douglas	The project will construct a 0.9-mile section of the ADA-accessible perimeter path and add wayfinding signage. The project follows the 2020 construction of a 0.8-mile section of path and completes the 1.7-mile perimeter path.	\$ 463,234	\$ 240,808
<b>2</b>	Willamette Water Trail Map Update*	Willamette Riverkeeper	Various	Complete remapping, redesign, and printing (5000 copies) of the Willamette River Water Trail Maps/Guidebooks and updates to the WWT website that will allow for online navigation, GPS location and a community forum.	\$ 104,521	\$ 73,846
<b>3</b>	Klondike Fire Rehab*	Siskiyou Mountain Club	Curry, Josephine	Restore approximately 45-miles of trails impacted by the Taylor and Klondike Fires	\$ 119,746	\$ 49,750
<b>4</b>	Eagle Cap Nordic Winter Trail Grooming*	Oregon Nordic Club	Wallowa	This grant request is to purchase snow grooming equipment that will be used to regularly groom the existing non-motorized winter trail system (XC-Ski, Fat Bike, Snowshoe) based out of Salt Creek Summit Sno-Park.	\$ 13,370	\$ 10,370
<b>5</b>	Finn Rock Boat Landing Enhancements Phase II*	McKenzie River Trust	Lane	Improve boat landing infrastructure and amenities. Create universal access features, improve pedestrian safety, provide safer parking and traffic flow, and other updates that contribute to this local tourism destination.	\$ 351,654	\$ 199,560
<b>6</b>	Southern Imnaha Heavy Trails Restoration*	Wallowa-Whitman National Forest	Baker, Wallowa	This grant request is to facilitate heavy trails restoration of roughly 80 miles in and adjacent to the Southern Imnaha Drainage that sit within the Eagle Cap Wilderness and Hells Canyon National Recreation Area.	\$ 152,958	\$ 98,755
<b>7</b>	Umatilla River Footbridge to Powerline Road*	City of Umatilla	Umatilla	Planning, design, and construction of a new trail to meet ADA access requirements and to reduce erosion and increase use. Demolition of old 10-ft wide trail.	\$ 204,684	\$ 163,747

<b>Rank</b>	<b>Project Name</b>	<b>Applicant</b>	<b>County</b>	<b>Brief Project Description</b>	<b>Total Project Cost</b>	<b>Grant Funds Requested</b>
<b>8</b>	Trillium Lake Recreation Improvement Project*	National Forest Foundation	Clackamas	The National Forest Foundation (NFF), in coordination with the U.S. Forest Service, Northwest Youth Corps and Trailkeepers of Oregon, will replace 460' of deteriorated boardwalk on Trillium Lake Loop Trail #761.	\$ 298,264	\$ 185,823
<b>9</b>	Metolius-Windigo Trail-User Separation*	Oregon Equestrian Trails	Deschutes	This project creates an equestrian trail to separate users on a high-conflict section of the Metolius-Windigo Trail. Bikes will continue to use the existing trail; horses will use the new trail. Hikers may use either trail. <i>Project was on the funding threshold and will receive a partial award (\$55,300 requested).</i>	\$ 72,826	\$ 53,447
<b>Total of Non-Motorized Projects Recommended for Funding</b>					<b>\$ 1,781,257</b>	<b>\$ 1,076,106</b>
<b>Funding is not available below this point. If additional funding becomes available, the Committee recommends fully funding project 9 and funding any additional projects below this line, in order of ranking</b>						
<b>10</b>	Stand-on Skid Steer Machine Lease*	Central Oregon Trail Alliance	Crook	Lease a stand-on skid steer machine for volunteer use on trail maintenance and construction in partnership with Ochoco National Forest, Crook County Parks and Recreation District and the City of Prineville	\$ 43,283	\$ 34,000
<b>11</b>	Jack-Ash Phase II Trail Construction*	Siskiyou Upland Trails Association	Jackson	Construct approximately 5 miles of new non-motorized trails of a larger project to expand the Jack-Ash Trail systems and new connector trails within the existing Jack-Ash and Sterling Mine Ditch Trails in Jackson Co, OR.	\$ 74,920	\$ 59,936
<b>12</b>	Buford Park Southern Uplands Trail Improvements*	Friends of Buford Park & Mt. Pisgah	Lane	FRIENDS propose to build a mile-long complex of trails in Buford Park. These modifications will result in durable trail that can be enjoyed by equestrians & hikers year round, enhanced habitat, & reduced trail maintenance.	\$ 171,813	\$ 97,963
<b>13</b>	Cascade Head Recreation Trail Access Hub	Siuslaw National Forest	Tillamook	New Cascade Head trailhead, 34 vehicle parking lot, accessible picnic area, vault toilet and new short connector trail. Make 1.2 miles of accessible trail to ocean views, transition current trailhead to accessible only.	\$ 312,795	\$ 249,950

<b>Rank</b>	<b>Project Name</b>	<b>Applicant</b>	<b>County</b>	<b>Brief Project Description</b>	<b>Total Project Cost</b>	<b>Grant Funds Requested</b>
<b>14</b>	Pendleton Adventure Trails Recreational Area (PATRA)*	City of Pendleton	Umatilla	Rehabilitation of trail features and construction of major improvements to the trailhead to meet user expectations and sustain the grower number of local and visiting users which benefits the local economy.	\$ 60,767	\$ 41,455
<b>15</b>	Cloverpatch Connection*	Alpine Trail Crew Association	Lane	This project will complete a loop of 30 singletrack miles by connecting the Cloverpatch Trail to the Alpine Trail. It will involve several new trail bridges, a few sections of puncheon and more than 20,000 feet of new trail.	\$ 232,617	\$ 185,100
<b>16</b>	Dr. Martin Luther King Jr. Park RTP*	City of Corvallis	Benton	Dr. MLK Jr. Park is a community park in NW Corvallis which serves City with a regional bike path. A 2019 master plan highlights the need for new & rehabilitated trail network of soft surface and elevated boardwalks.	\$ 400,000	\$ 200,000
<b>17</b>	Sunshine Park Trails Expansion*	City of Roseburg	Douglas	To create a small but attractive family friendly hiking, trail running and mountain biking destination at Sunshine Park on the eastern edge of the city limits of Roseburg, Oregon.	\$ 230,718	\$ 184,574
<b>18</b>	North Fork Smith River bridge replacements	Siuslaw National Forest	Douglas	The project proposes to replace 3 deteriorating bridges on the North Fork Smith Bridge in the Siuslaw National Forest.	\$ 189,639	\$ 147,900
<b>19</b>	Ridgeline Trail Eastern Terminus*	City of Eugene	Lane	This project extends Eugene's Ridgeline Trail to it's planned eastern terminus at Lane Community College through construction of a brand new trailhead, 2 miles of shared use trail, and 2 miles of MTB optimized trail.	\$ 632,500	\$ 250,000
<b>20</b>	Whiskey Run Mountain Biking Trails Phase 3*	Coos County	Coos	Phase 3 of the Whiskey Run Trails in Coos County is the final phase in developing the Oregon Coast's anchor trail system for the Dirt Wave.	\$ 308,378	\$ 237,163
<b>21</b>	Ewing Young Park Trail Bridge	Chehalem Park & Recreation District	Yamhill	In Ewing Young Park (46 acres total) a bridge crossing is required to cross Chehalem Creek in order to gain access to 11 acres of undeveloped Chehalem Park & Rec. District land for additional trail and Disc golf expansion.	\$ 285,000	\$ 228,000
<b>22</b>	Milo McIver State Park Toilet & ADA Access*	Oregon Equestrian Trails	Clackamas	The Project is to add a Toilet, with ADA parking and paver path, at the Milo McIver Hiker and Equestrian Trailhead system. The addition will take place in the current Equestrian Parking area at Milo McIver State Park.	\$ 57,000	\$ 43,000

<b>Rank</b>	<b>Project Name</b>	<b>Applicant</b>	<b>County</b>	<b>Brief Project Description</b>	<b>Total Project Cost</b>	<b>Grant Funds Requested</b>
<b>23</b>	The Twelfth Trail of Tillamook	City of Tillamook	Tillamook	This trail segment is to connect the southwest area of Tillamook to the southeast side of the city from Pacific Avenue to Miller Avenue. This final trail will offer a complete pedestrian loop around the outside of the city.	\$ 315,000	\$ 247,750
<b>Total of Non-Motorized Projects Not Recommended for Funding</b>					\$ 3,314,430	\$ <b>2,206,791</b>
<b>Grand Total of Non-Motorized Funding Requests (Funded and Not Funded)</b> <i>Total includes full requested amount for project #9</i>						\$ <b>3,387,067</b>



*Projects recommended for funding by the RTP Advisory Committee*

(#M = Motorized project)

## 1 - Tax Dollars to Trails

Non-highway vehicle recreation is estimated to generate **\$300 million** in fuel taxes annually. The RTP is funded at **\$85 million** annually. This money is distributed to states, which select which projects to fund.

## 2 - Matching Dollars

RTP projects require matching funds. These dollars come from various sources, including donations, volunteer labor, and use of conservation corps. Details on projects are in the RTP database at <http://recreationaltrailsinfo.org>.

## 3 - Trailheads & Bridges

RTP bridge and trailhead projects have helped make thousands of miles of trails safe and accessible. Some of the projects even provide access to **water trails**. RTP is key to funding trail projects in many **state and federal parks and forests**.

## 4 - Local Economies

Recreational trails are key to America's outdoor economy. The federal Bureau of Economic Analysis estimates that outdoor recreation contributes **\$778 billion** annually and supports **5.2 million jobs**.

## 5 - Access to Healthy Outdoor Fun

RTP aids the nation in many ways, including better **physical and mental health**. It helps those with mobility challenges, and millions of Americans with different trail use interests, access our public lands and waters.

# Recreational Trails Program (RTP)

Every year, tens of millions of Americans pay federal gas taxes to fuel non-highway recreation equipment like motorcycles, snowmobiles and ATVs. Created by Congress in 1991, the Recreational Trails Program (RTP) puts these tax dollars towards trailhead facilities, trail construction and maintenance, environmental education materials, and more. RTP unites and benefits various trail users, including equestrians, hikers, bicyclists, cross-country skiers, joggers – even water trail enthusiasts in kayaks and canoes.



For additional information on the RTP, contact the  
**Coalition for Recreational Trails** at [www.rectrails.org](http://www.rectrails.org)

## Oregon Parks and Recreation Commission

November 18, 2020

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Agenda Item:	6c	Action
Topic:	ATV Advisory Committee New Member Recommendations	
Presented by:	Daniel Killam, Deputy Director of Administration	

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### **GUIDANCE:**

The All-Terrain Vehicle (ATV) Advisory Committee is made up of sixteen voting members and one nonvoting member representing a wide variety of agencies and disciplines. OPRD is seeking to fill two representative positions that will serve on the ATV Advisory Committee: The ATV Dealer Representative (currently vacant) and ATV At-Large Representative (will be vacant January 1, 2021). OPRD is also seeking to reappoint three positions that will continue serving on the ATV Advisory Committee.

The ATV Advisory Committee as directed by ORS 390.565 is tasked with: reviewing accidents and fatalities resulting from ATV recreation, reviewing changes to statutory vehicle classifications as necessary for safety considerations, reviewing safety features of all classes of ATVs and recommending appropriate safety requirements to protect child operators and riders of ATVs.

Applicants were interviewed by both OPRD Staff and ATV Advisory Committee members and all agreed to recommend the following appointments:

#### *Recommended Representative of ATV Dealer organization: Dustin James*

Dustin owns Outlaw Motor Sports in Enterprise, OR, which was started by his father. He has been an ATV Safety instructor since 2004 and is currently the Club President of Wallowa Valley Trail Riders Association. Dustin grew up racing motorcycles and his kids enjoy riding. Dustin has traveled all over the Northwest for races so he has riding experience here in Oregon along with other nearby states. Dustin has extensive experience working with US Forest Service (especially within the Sled Springs OHV Area) along with local agencies. Dustin's experience within the motorsports industry along with his collaborative experience working with various agencies could bring a broad and balanced viewpoint to the committee.

#### *Recommended Representative of ATV AT-Large: Ron Price*

Ron retired from OPRD in 2016 after serving 11 years as an ATV Program Coordinator. Ron has been involved with OHV recreation most of his professional and private life. Ron has experience working with the BLM, USFS and various state agencies along with numerous county agencies and non-profit organizations statewide. Ron was originally brought to OPRD for his knowledge and experience working with diverse groups to accomplish a common goal. Now in retirement, Ron would like to bring his knowledge and experience once again, this time as an At-Large member of the ATV Advisory Committee.

The ATV At-Large Committee member will also serve on the ATV Grant Subcommittee (total 7 people) which is responsible for reviewing and recommending funding of grants in support of ATV recreational activities statewide. ATV Grant projects include: operations and maintenance, law enforcement, emergency medical services, land acquisition, planning and development.

### ***Reappointment of Representatives***

Three ATV Advisory Committee Representative positions are set to expire January 1, 2021 and are eligible for 4-year reappointments. Two federal agency positions representing the US Forest Service (USFS) and the Bureau of Land Management (BLM) are currently filled by Zack Jarrett and Chris Knauf respectively. Zach is the Trails and Dispersed Recreation Program Manager for the USFS based out of their Region office in Portland. Chris is the Outdoor Recreation Planner for the BLM and is also based out of their Portland Office. These agency representatives are selected by their respective agencies and serve on committees like ours as a part of their position description. In addition, David Kimball (Class I ATV User Organization Representative), served the remaining 1-year left on Wade Bryant's (who passed away in 2019) term is now eligible to serve another term.

**Prior Action by Commission:** Appointed Class I and Class IV ATV User Organization Representative Positions on November 20, 2019

**Action Requested:** Approval to move forward with the appointment and reappointment of recommended ATV Advisory Committee Members.

**Attachments:** None

**Prepared by:** Jeff Trejo

## Oregon Parks and Recreation Commission

November 18, 2020

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Agenda Item:	7a	<b>Information</b>
Topic:	Heritage Division Update	
Presented by:	Christine Curran, Deputy Director, Heritage Programs; Deputy Oregon State Historic Preservation Officer	

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### **Oregon Heritage Excellence Award Recipients Recognized Online, New Nominations Now Being Accepted**

The Oregon Heritage Excellence Awards recognize individuals, businesses, and organizations for outstanding efforts on behalf of Oregon's heritage, drawing public attention to these efforts and raising the quality of heritage-oriented activities. Since the April 2020 Oregon Heritage Excellence Awards event was canceled due to COVID-19, Oregon Heritage recently created videos of the award winners to honor this year's recipients. The videos are now available online at <https://www.oregon.gov/oprd/OH/pages/awards.aspx#one>. The winners include:

- **Astoria YMCA Restoration Project, Astoria;**
- **Black Butte Cupola Restoration Project, Sisters;**
- **Brookside Pioneer Cemetery, Dayton;**
- **Janice Dilg, Portland;**
- **David Ellis, Portland;**
- **Eileen Fitzsimons, Portland;**
- **Oregon Chinese Diaspora Project, Southern & Eastern Oregon;**
- **Don Peting, Eugene;**
- **Racing for Change- The Eugene Story, Eugene & Salem;**
- **Phyllis Zegers, Roseburg.**

The Heritage Division is now accepting nominations for the 2021 Oregon Heritage Excellence Awards Program. The deadline for submitting nominations is January 14, 2021. The agency will present the 2021 awards at the Oregon Heritage Virtual Summit on April 29-30.

### **Heritage Division Pursues New Legislation for February 2021 Session**

The Heritage Division is pursuing two initiatives for the February 2021 legislative session. LC 643 proposes changing the designation date for historic cemeteries for the state program. Currently, to be considered "historic," a cemetery must possess a burial that occurred on or before February 14, 1909. The proposed bill strikes the static, arbitrary date, allowing cemeteries to be considered historic that include a burial of a person who died 75 years ago. LC 644 proposes a reauthorization of the Special Assessment for Historic Properties tax benefit program. In the last session, the Legislature extended the program until 2022. The proposed bill will

extend the program until 2031 and address current challenges for participants, local governments, and staff by focusing on commercial property and resolving administrative complexities in the current law. The proposed changes to the program will make it a more effective tool to aid main street small businesses in their efforts to preserve and restore historic properties.

### **Public Comment Period Closes for draft rule for administering the National Register of Historic Places program in Oregon**

OPRD closed the public comment period for the draft rule for the administration of the federal National Register of Historic Places program in Oregon on October 15, 2020. Initially scheduling the close date for August, the agency extended the comment period multiple times to allow for the greatest degree of public involvement during a challenging period where public gatherings were not permitted due to the ongoing COVID-19 public health emergency. A total of four public, virtual meetings were held in August. OPRD advertised these events and sent invitations for public comment through the agency's various public media platforms, e-newsletters, and by press release. OPRD held a special public meeting targeted toward local and tribal governments. The agency received over 100 written comments from the public, local governments, and federal agencies, and several dozen individuals attended meetings. Separately, Director Sumption invited each of the nine federally-recognized tribes in Oregon to government-to-government consultation. The Coquille Indian Tribe accepted the invitation, and OPRD received comments from the Confederated Tribes of Coos, Lower Umpqua & Siuslaw Indians, Confederated Tribes of the Umatilla Indian Reservation, and Confederated Tribes of the Grand Ronde Community of Oregon.

Comments generally focus on a handful of key issues identified early in the rule revision process. Many commented on the process of counting owners and objections to determine if there is owner consent to list a property in the National Register. Other topics of concern included how local governments participate in the nomination process; confidentiality for culturally-sensitive information that may be included in a nomination document; equity, diversity, inclusion, and access to the program; and the overall fairness and transparency of the process. Staff are reviewing comments and making edits to the draft rule. Staff may present a draft rule to the OPRD Commission at its February 2021 meeting.

### **Heritage Division Responds to COVID-19 Pandemic and Oregon Wildfire Emergencies**

The heritage community is seeing just how important “place” is as Oregonians begin to emerge, recover, and reflect on the impact of wildfires and the COVID-19 health crisis. Oregon’s heritage organizations and keepers of historic places have a critical role in recovery. Museums, historic downtowns, and historic sites are critical anchors of community identity and are needed now more than ever. The Heritage Division is coordinating statewide heritage efforts in addition to providing technical assistance and resources. Staff is responding to the COVID-19 and wildfire disasters in the following ways:

- Gathering and posting on our website wildfire and COVID-19 response and recovery resources, and continually providing messaging on the value and importance of heritage;
- Alerting and updating the National Heritage Responders, a nationwide team of preservation trained volunteers who help heritage collections affected by disaster with response and recovery;
- Compiling a list of heritage collections across the state and creating a GIS layer to help narrow down those possibly affected by disasters;

- Celebrating heritage victories for historic sites spared in the fire or heroic measures taken to save historic places that are important to the community;
- Ensuring that responders are aware of cultural resources so that they may attempt to try and save these important places if resources are available;
- Organizing data for affected areas in anticipation of requests to assist with recovery efforts;
- Coordinating with state and federal agencies and organizations on disaster management and recovery.

Many of these activities are ongoing, and staff continue to serve as a resource for federal and state agencies, our affected partner organizations, and the public.

### **Community Disaster Resilience Pilot Project Completed**

Disaster planning has become an increasingly important component of statewide conversations with heritage and cultural organizations. However, acting on these conversations is often stymied by limited technical expertise, lack of locally relevant models and templates, resource and capacity constraints, and a sense that the topic is too overwhelming for a single entity to tackle.

In May of 2019, Oregon Heritage staff reached out to the Institute for Policy Research and Engagement to pursue a new model that links, leverages, and aligns multiple local heritage assets within a single community. By bringing individual heritage organizations together, Oregon Heritage hoped to galvanize energy on the issue, share resources, and streamline communications between heritage groups, emergency managers, and city officials. The approach was also intended to reinforce the concept that cultural heritage resources are central to community identity and need to be considered in a city's wider disaster response plans.

In a pilot project funded by Oregon Cultural Trust dollars, Oregon Heritage worked with the City of Cottage Grove on a proposed community disaster response initiative for heritage resources. Cottage Grove is a Heritage All-Star Community and possesses a diverse sample of heritage resources perfect for creating a model, including historic buildings and districts, museums, historic cemeteries, genealogical records, Oregon Main Street, and a tourism partnership. The project is now complete. Five organizations, in addition to the City of Cottage Grove, participated. Each organization developed a disaster response plan, and together they created a community-wide plan to be adopted by the city. Oregon Heritage also completed a guidebook and videos to help other communities create a similar plan.

Through the next year Oregon Heritage will promote the model through social media, conference presentations, and trainings. We are also in discussions with the Department of Land Conservation and Development and the Oregon Office of Emergency Management about ways to incorporate this model into their efforts. Finally, we will look into potential grants and partnerships to complete a similar process in other Oregon Heritage All-Star Communities. This model, guide, video and other resources will be posted online, in the disaster resilience section of oregonheritage.org. <https://www.oregon.gov/oprd/OH/Pages/DisasterPrep.aspx>

**Prior Action by Commission:** none

**Action Requested:** none

**Attachments:** none

**Prepared by:** Ian P. Johnson, Associate Deputy SHPO

## Oregon Parks and Recreation Commission

November 18, 2020

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Agenda Item: 8a Action

Topic: Natural Areas Program Registration – Tillamook River Wetlands

Presented by: Trevor Taylor

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**Background:** The Oregon Natural Areas Plan lists the rare species, ecosystems, and geological features present in Oregon and where they are represented by protected lands. OPRD maintains the Oregon register of State Natural Areas and is responsible for processing nominations and petitions received to voluntarily add lands to the register.

“Registration” and “dedication” are two vehicles for inclusion of properties on the register, with dedication being the more permanent arrangement. Privately owned lands that are protected through registration or dedication receive a waiver of land use conversion property taxes. Publicly-owned lands are registered because of ecological value without receiving a tax benefit. In all cases of registration, or dedication, the subject properties are required to be of high or unique ecological value.

The types of habitat that are eligible for inclusion on the register are described and cataloged in the State Natural Areas Plan as “ecosystem elements”. When enough examples of a particular ecosystem element are registered, that type is considered adequately represented and further registrations are no longer allowed for that element. Find more information about the Natural Areas Program from the Oregon Natural Areas Plan at

[https://inr.oregonstate.edu/sites/inr.oregonstate.edu/files/2015\\_or\\_natural\\_areas\\_plan.pdf](https://inr.oregonstate.edu/sites/inr.oregonstate.edu/files/2015_or_natural_areas_plan.pdf)

The steps in processing registration nominations are as follows: OPRD Stewardship staff and the Oregon Biodiversity Information Center (or a convened review board, at OPRD discretion) collaboratively review petitions for meeting the requirements of the State Natural Area Plan. If the subject property meets the requirements and intent of the Plan, OPRD Stewardship staff bring the proposal for registration to the Parks Commission for final decision. In the case of properties that are in the process of being restored to represent natural areas types cataloged in the Natural Areas Plan, registration also requires a management plan be submitted with the petition to register the property.

**Specifics related to this petition:** In October of 2020, OPRD staff received a petition to register a property in Tillamook County that is owned and managed by the North Coast Land Conservancy. A permission letter for registration from the North Coast Land Conservancy is attached. The property is largely in the process of being restored to natural estuary habitat from past agricultural use, diking, and draining. A brief description of the property, its ecological values, context, and reasons for registration are included as an attachment. This property would form a 70-acre addition to the statewide system of Natural Areas registered under the Natural Areas Plan (see attached map). OPRD Staff has reviewed the petition and has concluded that the subject property will likely be successfully restored to high ecological value. A plan for the management and restoration of area of the property is included as an attachment per the requirements of OPRD Natural Areas Program Rules approved in June 2019 for provisional registrations.

This site occurs along the Tillamook River approximately 2.5 miles upstream of where it empties into Tillamook Bay. This is a valuable site because it restores connectivity and adds to the ecological integrity of the significant coastal marshes in Tillamook Bay. Historically one of Oregon's largest estuaries, most of the marsh land has been converted to pasture. Wetlands and complex tidal channels are amongst the productive parts of an estuary and when such complexity is restored, this site will provide rearing habitat critical to the recovery of salmon and other sensitive wetland-dependent species. Protection and restoration of this site complements restoration efforts by The Nature Conservancy and others in each of the four other rivers flowing into Tillamook Bay, a vital estuary for salmon populations and important bird habitat along the Pacific Flyway.

Because of the projected future restored values of the Tillamook River Wetlands property, staff recommend approval of this registration contingent upon successful restoration, using the provisional registration criteria of the Natural Areas Program rules. Provisional registration will allow restoration to proceed and be reassessed after 5 years. If progress toward restoration is inadequate, registration may be revoked from a portion or all of the property. Revoking registration from the Natural Areas Program would remove the tax benefit afforded by the program, and result in requirement of payment of all land use conversion back taxes by the property owner. Similarly, denial of provisional registration to the program would require repayment of all eligible land use conversion taxes.

**Prior Action by the Commission:** None

**Action Requested:** Staff recommend that the Commission approve the registration.

**Prepared by:** Noel Bacheller and Trevor Taylor

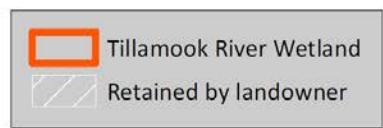
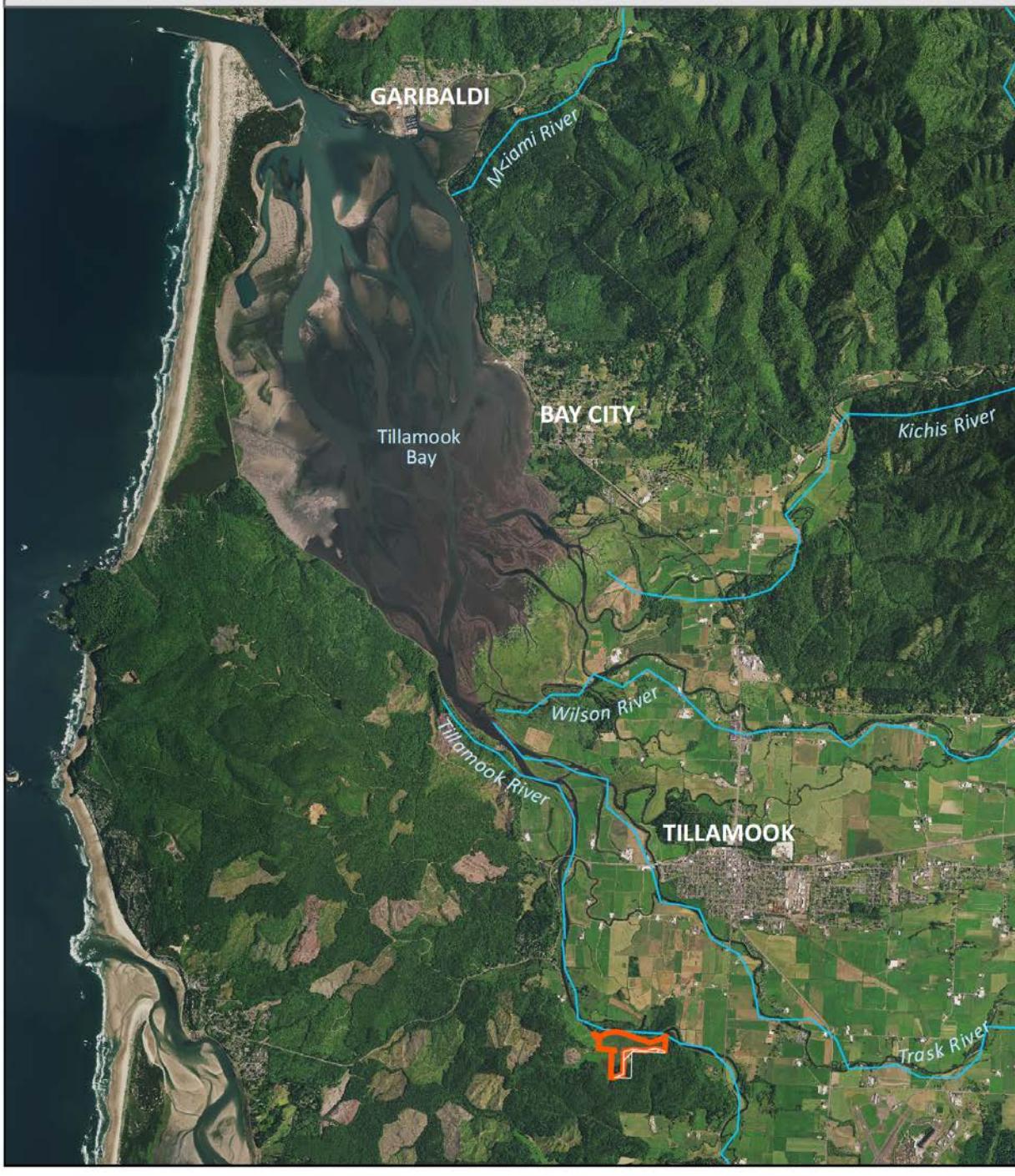
**Attachments:**

- Attachment A: Site and Location Maps
- Attachment B: Provisional Registration Form
- Attachment C: Registration Request Letter from NCLC
- Attachment D: Site Management Plan

*Attachment A: Site and Location Maps*



### Tillamook River Wetlands vicinity map



0 0.5 1 Miles

Imagery: 2014 NAIP

*Attachment B: Provisional Registration Form*

NATURAL HERITAGE ADVISORY COUNCIL  
OREGON REGISTER OF NATURAL HERITAGE RESOURCES  
SUMMARY FORM

1. NATURAL AREA NAME: Tillamook River Wetland
2. LOCATION: Tillamook County, Township 2 south, Range 10 west, Sections 1 and 2.
3. SIZE: 69.93 acres
4. OWNERSHIP: Private - North Coast Land Conservancy
5. CONSENT OF OWNER (PRIVATE), DATE: 10/5/2020
6. REGISTER CATEGORY: Registered State Natural Area

PRINCIPAL NATURAL HERITAGE RESOURCES: ME Ecoregion Estuarine, # 44, High elevation/low salinity intertidal marsh (dominants including Douglas aster, Lyngby sedge, tufted hairgrass and silverweed) ONAP p. 35. Coast Range Ecoregion, #61, Sitka spruce/redosier dogwood and willow/redosier dogwood tideland swamps. ONAP p. 47

7. SPECIAL SPECIES: None currently present, although the site provides important habitat for the Oregon Coast Coho salmon (*Oncorhynchus kisutch*), the Oregon Coast winter run steelhead (*Oncorhynchus mykiss*), and fall and spring run Chinook salmon (*Oncorhynchus tshawytscha*).

9. EVALUATION OF CRITERIA FOR REGISTRATION

A. PRIORITY IN PLAN: The ecosystem element is presumed to be filled at Cox Island, Bull Island and Smith Island, in the southern half of the ecoregion, as well as the Kilchis Estuary.

B. ADEQUATE REPRESENTATION: The ecosystem element is adequately represented at current reserves; however, restoration of the Tillamook River Wetland natural area will restore habitat for the above-listed special species, which recovery plans detail as a limiting factor in species recovery.

C. DEGREE OF DISTURBANCE: This area is currently a diked pasture. The property was historically dominated by tidal scrub-shrub and forested swamp before being diked and drained. Historical aerial imagery indicates that ditches were installed on the southern portion of the property between 1939 and 1953. This area was used for agricultural purposes at least as early as 1939. The northern portion of the property remained undeveloped with scrub vegetation and small trees. By 1962 the northeast portion of the Property was ditched and developed for pasturage or hay or grain production. By the 1980s the much of the property was cleared and drained for agricultural use; however, five acres remains an intact Sitka sedge dominated wetland. Lack of maintenance to the property's drainage ditches for more than a decade has led to wetter conditions and the development of a pond at the south end of the property. The property will be flooded and restored to primarily tidally-influenced freshwater emergent wetlands.

D. VIABILITY: The site is within the Oregon Conservation Strategy's Tillamook Bay and Tributaries Conservation Opportunity Area. Estuaries across Oregon have experienced the loss of more than 70% of tidal wetlands and protection and restoration of this site will complement the

work of The Nature Conservancy, Salmon SuperHwy partners, Tillamook Estuaries Partnership, and others to restore tidal wetlands and other important rearing and spawning habitat in the greater Tillamook Bay region.

E. UNIQUE GEOLOGICAL VALUES: none present

F. PRIORITY FOR SPECIAL SPECIES: NA.

G. SPECIAL SPECIES PROTECTION CAPABILITY: Restoration of the natural hydrologic connection of the property to the adjacent Tillamook River allow for off-channel rearing habitat for Oregon coast Coho, winter steelhead, and spring and fall Chinook.

H. MANAGEABILITY: Moderate. When restored, this tract will quickly recover to natural tidal wetlands. Estuarine wetlands tend not to be very weedy, and the fact that the site is adjacent to the Tillamook River and Tillamook Bay provides a natural buffer, making it quite manageable. North Coast Land Conservancy is committed to managing the property per a management plan approved by the Oregon Watershed Enhancement Board (in progress), which partially funded the acquisition and requires restoration of the site to tidally-influenced wetlands. Restoration will be managed by Tillamook Estuaries Partnership and long-term stewardship will be conducted by NCLC stewardship staff.

10. SPECIAL REMARKS OR COMMENTS: As is the case with other restoration projects, the registration is contingent on the site being restored. The site was acquired with funding from the Oregon Watershed Enhancement Board. OWEB's grant agreement with NCLC requires restoration of the site, which will be managed by Tillamook Estuaries Partnership. In addition to salmon habitat, the site provides important habitat for neotropical migratory birds, waterfowl, bald eagles and other raptors, and critical floodwater storage.

11. DATE OF NAP RECOMMENDATION: October 2020

12. DATE OF PARKS AND RECREATION COMMISSION:

13. SOURCE OF ADDITIONAL INFORMATION:

14. VALUE OF SITE IN LAY TERMS: This 70-acre site occurs along the Tillamook River approximately 2.5 miles upstream of where it empties into Tillamook Bay. This is a valuable site because it restores connectivity and adds to the ecological integrity of the significant coastal marshes in Tillamook Bay. Historically one of Oregon's largest estuaries, most of the marsh land has been converted to pasture. Wetlands and complex tidal channels are amongst the productive parts of an estuary and when such complexity is restored, this site will provide rearing habitat critical to the recovery of salmon and other sensitive wetland-dependent species. Protection and restoration of this site complements restoration efforts by The Nature Conservancy and others in each of the four other rivers following into Tillamook Bay, a vital estuary for salmon populations and important bird habitat along the Pacific Flyway.

*Attachment C: Registration Request Letter from NCLC*



October 12, 2020

Oregon Parks and Recreation Department  
725 Summer Street NE, Suite C  
Salem, Oregon 97301

RE: Tillamook River Wetland Natural Areas Program Registration

Dear Oregon Parks and Recreation Commission,

North Coast Land Conservancy is the owner of the Tillamook River Wetland property, located outside of the city of Tillamook in Tillamook County, Oregon. North Coast Land Conservancy (NCLC) manages this property for conservation and critical habitat restoration purposes. NCLC wishes to register the Tillamook River Wetland property in the Oregon Natural Areas Program.

Sincerely,

A handwritten signature in black ink that reads "Katie Voelke".

Katie Voelke  
Executive Director



***Attachment D: Conservation Management Plan***

**TILLAMOOK RIVER WETLANDS HABITAT RESERVE CONSERVATION MANAGEMENT PLAN**

**OUTLINE**

**Prepared for Oregon Watershed Enhancement Board**



**Date of Report: October 2017; updated October 2020**



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## **1. SUMMARY AND BACKGROUND INFORMATION**

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<b>Prepared by:</b>	<i>Melissa Reich, Stewardship Director Amy Hutmacher, Conservation &amp; Stewardship Manager North Coast Land Conservancy P.O. Box 67 Seaside, Oregon 97138</i>
<b>Landowner:</b>	<i>North Coast Land Conservancy</i>
<b>Conservation Easement:</b>	<i>To be held by OWEB upon final recording (anticipated by December 2020)</i>
<b>Protected Property:</b>	Township 1S, Range 10W, Section 1, Tax lot 1200 and Section 2, Tax lot 201
<b>Location Description:</b>	Tillamook River Wetlands is located south of Tillamook, accessible via Buton Fraser Road. Situs address is 315 Fraser Road, Tillamook, OR 97141
<b>Date Protected:</b>	July 2020
<b>Acreage:</b>	70 acres

## **2. PURPOSE AND GOALS**

### **2.1 Why we should conserve Tillamook River Wetlands**

The proposed Tillamook River Wetlands project (TRW), is a significant opportunity to improve tidal wetland function, habitat complexity, species diversity, and water quality in the Tillamook Bay estuary. Forested and emergent estuarine wetlands types and the complex network of meandering tidal channels that connect them are among the most productive parts of an estuarine system. Unfortunately, tidal wetlands have been heavily impacted due to the high demand for relatively flat land for agricultural and development needs. Activities such as levee construction, diking, draining, and filling have altered or destroyed 85% of Tillamook Bay's once expansive tidal wetlands (L. Brophy, 2012). All across Oregon, estuaries have experienced the same fate, with losses estimated around 70% (Oregon, Oregon State of the Environment Report, 2000). This has led to a cascading decline in a number of species supported by tidal wetlands that have ecological, cultural, economic (fisheries), and recreational value. The most high profile of which is the federally threatened Oregon Coast Coho salmon, an Evolutionary Significant Unit (ESU) of Coho salmon. The Tillamook Bay estuary is designated as critical habitat for the recovery of Oregon coast Coho, and the latest data and guidance points to the primary limiting factor in Coho recovery as access to rearing habitat in intact tidal wetlands (NOAA, 2016). Tidal wetland protection, hydrologic reconnection, and restoration of habitat complexity are critical needs that must be addressed to recover salmonids and other sensitive wetland dependent species. This project presents a prime opportunity to satisfy these needs through the acquisition and subsequent restoration of the physical and biological processes of the 70-acre Tillamook River Wetland project.

The project also represents an opportunity to capitalize on a unique partnership on the coast. Tillamook Estuaries Partnership (TEP) and North Coast Land Conservancy (NCLC) are positioned to use their unique skill sets to advance conservation and restoration. NCLC has completed acquisition of the property and will be the long-term owner and TEP is managing the restoration of the property. This project will allow the organizations a chance to showcase their strengths and demonstrate that through partnering they can accomplish mutual goals and break through possible stereotypes about conservation in the area.

### **2.2 Goals and Opportunities**

North Coast Land Conservancy has an incredible opportunity to work with Tillamook Estuary Partnership to collaborate in achieving the desired future conditions defined in the following section— Sitka spruce swamp, and tidal emergent wetland habitat—through long term adaptive management that implements both passive and active stewardship strategies. (North Coast Land Conservancy’s Stewardship Framework is outlined in the Priority Management Strategies section and is further described in Attachment D).

The Tillamook River Wetland project presents a rare opportunity to restore Sitka spruce swamp and estuarine high marsh habitat along the Tillamook River, complementing restoration efforts underway on the other primary tributaries of Tillamook Bay. Restoration of tidal flow to the site will require collaboration with Tillamook County and adjacent landowners to ensure the greatest possible ecological

uplift while avoiding unwelcome offsite impacts. Over the past several years, in preparation for this restoration opportunity, TEP has built relationships with Tillamook County and neighboring landowners and there is excitement and support for this project from neighbors, partners, and community members in a region that isn't always supportive of conservation.

Restoration projects of this nature are inherently complex and costly; however, as managers of the restoration planning and implementation efforts at Tillamook River Wetland, TEP has secured grant funding to develop restoration alternatives and restoration designs, and has a solid record of funding and achieving restoration plans. NCLC purchased the property with grant funding from the North American Wetland Conservation Act and Oregon Watershed Enhancement Board. Restoration of the site is a grant of the OWEB grant agreement.

### **3. DESIRED FUTURE CONDITIONS**

The National Wetlands Inventory (NWI) classifies the existing wetlands as 63.37 acres of palustrine emergent wetland and 1.96 acres of palustrine forested wetland. These wetland types are declining nationally, and represent 89.5% of the project area (Dahl, 2013). In the Pacific Northwest, spruce swamp has declined 91% due to development or wetland type conversion (L. Brophy, 2012). Currently 2.6% of the project area is designated palustrine forested. The TRW site was historically dominated by tidally-influenced spruce and scrub-scrub swamp and emergent wetland before being diked and drained and, thus, is an ideal candidate for restoration to a matrix of low salinity wetland types (L. Brophy, 2012). The properties current condition represents a blend of highly functioning wetland types detailed above and areas of exotic species that will be restored.

TRW restoration will include reestablish tidal flow to the site and convert much of the palustrine emergent wetlands to estuarine emergent wetlands, an even rarer wetland type with a severe rate of decline nationally. In addition, the physical alterations that have inhibited natural ecological processes to occur on site have created a situation that has benefitted a number of exotic species that now have a foothold on the site. Some of the invaders of concern include reed canary grass, yellow-flag iris, Scotch broom, and Himalayan blackberry. By restoring physical processes and taking an active approach to exotic species eradication on the property, we can restore a piece of critically rare habitat for the species that utilize it. Restoring TRW will represent a significant contribution to the ecological health of the Tillamook Bay estuary, which has seen 85% of its historic tidal marsh destroyed or severely altered (L. Brophy, 2012).

Using historical imagery of the site and an intact adjacent forested wetland as reference, the desired future conditions of this site will be Sitka spruce swamp habitat with fingers of tidal emergent marsh and areas of scrub-shrub wetland mixed throughout the property. As we work to further assess the current site conditions and develop a site restoration plan, we will have more defined characteristics for the future.

Some of the components that we will consider to quantify the desired future conditions in freshwater emergent wetland and spruce swamp habitat include:

- *Native plant species diversity within wetland habitats*
- *Presence of large wood for healthy fish habitat*
- *Wetlands free of impact from road systems*
- *Healthy depressional wetlands with amphibian habitat*

- Minimal amounts of non-native species

#### **4. PRIORITY MANAGEMENT STRATEGIES**

North Coast Land Conservancy uses three planning elements – protection, passive ecological restoration, and active ecological restoration – to provide a framework for stewardship planning and actions associated with properties we hold in conservation. The Tillamook River Wetland Habitat Reserve contains some areas of healthy functioning wetland (the northeastern portion), but most of the site would benefit from passive and active ecological restoration. Our goal is to manage the property in a way that will set it on a trajectory to no longer need passive management and ultimately be completely within the protection umbrella framework. To meet these management goals, we plan to partner with Tillamook Estuaries Partnership to create and implement a comprehensive restoration plan.

**ECOSYSTEM PROTECTION** by acquisition, easement, partnerships, etc. (ecosystem protection is a strategy to reduce threats to conservation values)

**GOAL 1:** Protect and monitor the ecological integrity of the Tillamook River Wetland Habitat Reserve.

Strategy 1.1: Use the Tillamook River Wetland management plan as a tool to prioritize actions on the property.

Action Items

- Review and update the Tillamook River Wetland management plan after implementation of the site restoration plan, and then update every 10 years following.
- Seek OWEB approval for any changes made to the management plan.

Strategy 1.2: Monitor property for changes (e.g., invasive species infestations, hydrology) that may require immediate alterations in the current management plan.

Action items

- Access property at the minimum of once a year to monitor site changes.
- Work with volunteer site steward who visits and monitors the property seasonally (four times a year).
- Post boundary signs around properties borders to aid in monitoring efforts and to prevent encroachment.

Strategy 1.3: Establish baseline plant community data from natural resource inventories to track changes in plant communities and to inform future long-term ecological needs.

Action Items

- Work with TEP to create a baseline natural resource inventory and repeat monitoring every 10 years.
- Conduct annual site visits by foot, installing permanent photo points to track changes in the landscape (please refer to Attachment E for Site Visit Report Template).

**Strategy 1.4: Assess wildlife and salmonid use in Tillamook River Wetland and in complexes.**

Action items

- Work with local students/classes to identify spawning and rearing habitat and map large wood complexes.
- Work with volunteers to inventory avian, small mammal, and amphibian populations on the property.
- Ask Tillamook Shooters Association if they would want to partner with wildlife assessments.

**GOAL 2:** Provide and encourage research and educational opportunities on the Tillamook River Wetland property.

Strategy 2.1: Work with the outreach programs for both NCLC and TEP to offer community events on the property.

Action items

- Lead 1-2 On the Land walking tours per year.
- Host volunteer stewardship work parties as projects come up (projects could include invasive plant removal, native plantings, trash clean up)

ECOSYSTEM PROTECTION by PASSIVE Ecological Enhancement (ecosystem protection by passive ecological enhancement is a strategy to reduce threats to conservation values)

**GOAL 3:** Remove unnatural disturbances.

Strategy 3.1: Control and remove invasive species (please refer to Attachment F for a description of our approach to invasive plant management).

Action items

- Survey and map entire property for invasive species.
- Work with TEP in development of a restoration plan that includes invasive species management.

ECOSYSTEM PROTECTION by ACTIVE Habitat Development (ecosystem protection by active habitat development is a strategy that goes beyond reducing threats to conservation values to developing native-dominated habitat)

**GOAL 4:** Restore a complex matrix of tidal wetland community types, including tidal swamp, high marsh, low marsh, and freshwater transitional marsh

Strategy 4.1: Partner with Tillamook Estuaries Partnership for creation and implementation of restoration plan

## Action

- Work with TEP to develop a comprehensive restoration plan
- Collaborate with TEP as they take the lead in implementation of the restoration plan.

## 5. RESTRICTIONS

NCLC Restrictions: Public access to this property will be allowed following restoration due to site conditions. The following use restrictions apply to the Tillamook River Wetland Habitat Reserve:

- Hunting is not permitted; however, areas below mean high water are under the jurisdiction of the State of Oregon and access via water cannot be prohibited, according to Oregon State Police.
- No dogs are allowed on NCLC properties in order to protect the natural wildlife dynamics.
- Activities that may threaten the conservation values and/or create safety hazards are not permitted. No camping, no dumping, no fires, no smoking, no vehicles, no bikes.
- Visitors are expected to leave no trace.

OWEB Restrictions: A conservation easement held by OWEB is anticipated to be recorded by the end of 2020 and restrictions outlined therein will be incorporated into this management plan.

## 6. REFERENCES

DEQ, O. D. (2001). Tillamook Bay Watershed Total Maximum Daily Load (TMDL). Tillamook, OR.: DEQ.

L. Brophy, M. E. (2012). Tidal Wetland Prioritization for Tillamook Bay Estuary. Garibaldi, OR.: Unpublished report prepared for Tillamook Estuaries Partnership.

NOAA, N. O. (2016). Final ESA Recovery Plan for Oregon Coast Coho Salmon (*Oncorhynchus kisutch*). Portland.

Russell, R. (2017). Sturgeon and Coho Use in the Tillamook River Tidewater. (P. Communication, Interviewer)

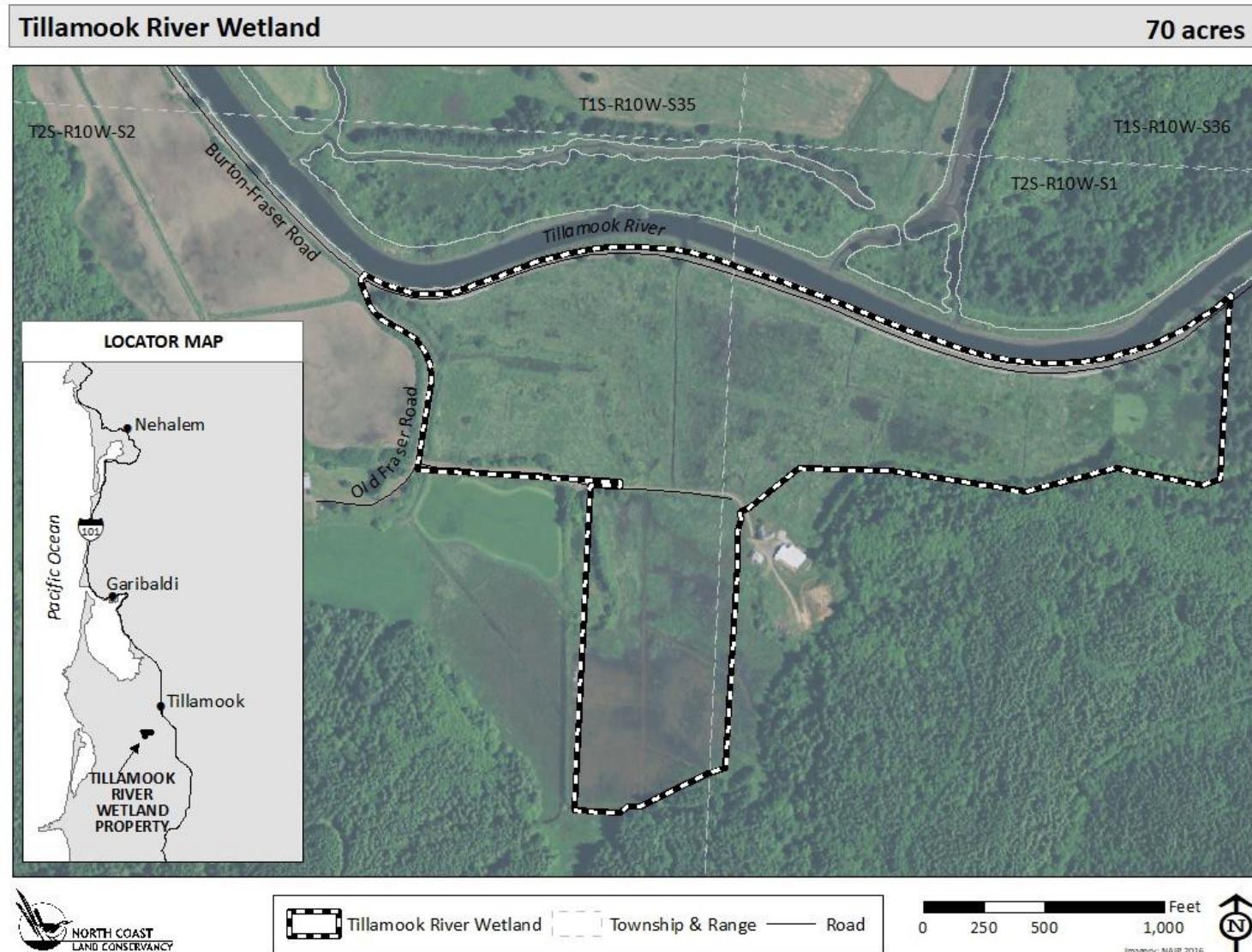
TEP, T. E. (1999). Tillamook bay Comprehensive Conservation & Management Plan. Garibaldi, OR.: Unpublished planning document.

Trask, S. (2017). Juvenile Coho Rearing in Estuaries. (P. Communication, Interviewer)

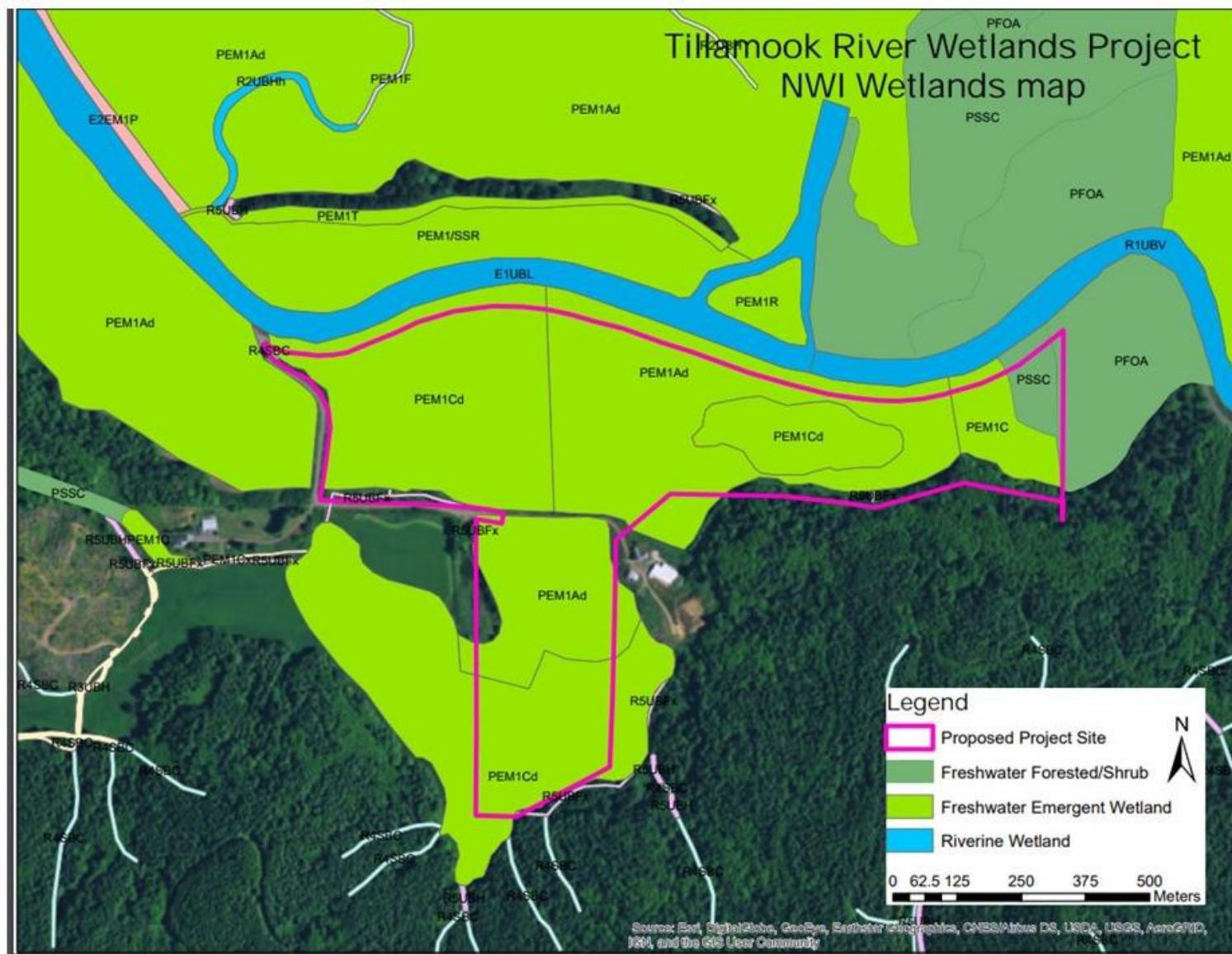
## Attachment A: Vicinity Map



## Attachment B: Property



## **Attachment C: National Wetlands Inventory**



## **Attachment D: North Coast Land Conservancy Stewardship**

**NCLC uses three planning elements – preservation, passive ecological restoration, and active ecological restoration – to provide a framework for the stewardship planning and actions associated with the properties we hold in conservation.**

### **ECOSYSTEM PROTECTION by acquisition, easement, partnerships, etc.:**

Ecosystem protection is a stewardship strategy that seeks the best approach to conserving land. Engaging in collaborative partnerships, acquiring property or conservation easements, or building the capacity of individuals and groups in local communities to conserve land are all potential stewardship strategies that can be utilized to protect coastal ecosystems from disturbances that degrade them and disrupt important associated ecological functions.

Fostering partnerships creates a network of community support for the mission of ecosystem protection. Priorities for protection include lands that connect to other protected areas or encompass large tracts of land and water—providing landscape connectivity on a watershed scale. Facilitating the protection of a diverse range of conserved habitats provides a reference for the natural condition of coastal habitats to guide enhancement activities on nearby degraded sites. As land is acquired by the NCLC, the land trust will evaluate appropriate levels of public access on a site-by-site basis.

### **ECOSYSTEM PROTECTION by PASSIVE Ecological Enhancement:**

Passive ecological enhancement is a stewardship strategy that removes all ecosystem- degrading disturbances (e.g., livestock grazing, wildlife barriers, invasive species infestations, dikes, and culverts) in order to allow an ecosystem to recover through natural processes.

Allowing time for a degraded ecosystem to recover through natural processes is a tool that allows NCLC to evaluate ecosystem health and assess if there may be a need to intervene with more active habitat enhancement.

### **ECOSYSTEM PROTECTION by ACTIVE Habitat Development:**

Active habitat development may be necessary if passive ecological enhancement is unsuccessful. Using preserved, intact ecosystems as a guide, habitat development activities may include the planting of native species (trees, shrubs, forbs, and grasses), adding structure (e.g., large woody debris), and reintroducing plant and animal species (e.g., keystone species, rare species).

**Attachment E: North Coast Land Conservancy Site Visit Report**

**NORTH COAST LAND CONSERVANCY**

*Annual Site Visit Monitoring Report*

**Site Name:**

**Site Description:**

**Directions to site:**

**Date and time of this monitoring visit:**

**Weather conditions:**

**Date and time of last monitoring visit:**

**Monitor(s):**

Name:

Affiliation:

Phone:

E-mail address:

List any others present during monitoring:

**SITE INSPECTION:**

**Was the entire property visited?**

**If not, explain:**

**Describe monitoring activities during this visit:**

**Have there been any significant changes in the site since the last visit?**

**If yes, explain:**

**Status of habitat development and/or enhancement activities:** See notes above.

**List invasive species; describe the size and location of each identified**

**Ecological Observations (wildlife, rare plants, snags, etc.):**

**Describe current land-use activities on adjacent lands:**

**Is there evidence of trespassing, encroachment, or other negative impacts on the site?**

**If yes, explain:**

**List stewardship actions resulting from this site visit that should be reflected in current stewardship plan:**

*Please see the attached Annual Site Visit Photo Data Sheet, photo prints, and maps.*

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Lead Monitor's Signature

Date

## **Attachment F: North Coast Land Conservancy Approach to Invasive Plant Management**

Weed control is just one part of our overall stewardship program at the North Coast Land Conservancy. We focus on the native plant species and communities we want in place of the weed species rather than on simply eliminating weeds. We will implement preventative programs to keep the site free of weeds that are not yet established but which are known to be pests elsewhere in the region. We will set priorities for the control or elimination of weeds that have already established on the site according to their actual and potential impacts on native plant species and communities, particularly on the conservation values of the property. We will take action only when careful consideration indicates that leaving the weed unchecked will result in more damage than controlling it with available methods.

We use an adaptive-management strategy.

1. We develop a Management Plan for the site using our Stewardship Framework as a guide (*please refer to page 4 of this document*).
2. Identify species that prevent us from reaching our stewardship goals and assign them priorities based on the severity of their impacts.
3. Consider methods for controlling them or otherwise diminishing their impacts and, if necessary, re-order priorities based on likely impacts on target and non-target species.
4. Develop weed-control plans based on this information.
5. Implement the Management Plan and monitor actions.
6. Evaluate the effectiveness of our methods in light of the site goals, and use this information to modify and improve control priorities, methods, and plans.
7. Begin the cycle again by establishing new or modified goals for the site.

Data collected on invasive species infestations within our service area are prioritized in the hope of minimizing our total long-term workload. Therefore, we act to prevent new infestations and assign highest priority to existing infestations that are the fastest growing, most disruptive, and affect the most highly valued area(s) of the site. We also consider the difficulty of control, giving higher priority to infestations we think we are most likely to control with available technology and resources.

*Current extent of the species:* Under this category, priorities are assigned to species in order to (1) prevent the establishment of new weed species, (2) eliminate small, rapidly-growing infestations, (3) prevent large infestations from expanding, and (4) reduce or eliminate large infestations. To do this, we assign priorities in the following sequence:

1. Species not yet on the site but which are present nearby—paying special attention to species known to be pests elsewhere in the region
2. Species present as new populations or outliers of larger infestations, especially if they are expanding rapidly
3. Species present in large infestations that continue to expand
4. Species present in large infestations that are not expanding

In some cases, we may have infestations we cannot control with available technology and resources (e.g., funding). In those situations, we continue to look for innovations or grants that might allow us to control the infestations in the future.

*Current and potential impacts of the species:* Order priorities under this category based on the

management goals for the site. We assign priorities in the following sequence:

1. Species that alter ecosystem processes such as plant-animal interactions
2. (e.g., pollination of flowering plants), fire regimes (frequency, severity, extent, and seasonality), hydrology, sedimentation, and belowground processes (e.g., nutrient cycling, mycorrhizal associations). These are species that alter ecosystem conditions so radically that few native plants and animals can persist.
3. Species that outcompete natives and dominate otherwise undisturbed native communities
4. Species that do not outcompete dominant natives but
5. prevent or depress recruitment or regeneration of native species (e.g., garlic mustard, a forest understory weed, can disrupt mycorrhizal associations through allelopathy and exclude native forbs)
6. reduce or eliminate resources (e.g., food, cover, nesting sites) used by native animals
7. promote populations of invasive non-native animals by providing them with resources otherwise unavailable in the area
8. Species that overtake and exclude natives following natural disturbances such as fires or floods, thereby altering succession, or that hinder restoration of natural communities. *Note that species of this type are assigned higher priority in areas subject to repeated disturbances.*

Value of the habitats/areas the species infests or could infest:

We assign priorities in the following sequence:

1. Infestations that occur in the most highly valued habitats or areas of the site—especially areas containing rare or highly valued species/communities or areas providing vital resources and ecological functions
2. Infestations that occur in less highly valued portions of the site. Areas already badly infested with other weeds may be given low priority unless the species in question will make the situation significantly worse.

Difficulty of control and establishing replacement species:

We assign priorities in the following sequence:

1. Species likely to be controlled or eliminated with available technology and resources, which desirable native species will replace with little further action (*passive ecological enhancement*)
2. Species likely be controlled but will not be replaced by desirable natives without an active restoration program requiring substantial resources (habitat development)
3. Species difficult to control with available technology and resources and/or whose control will likely result in substantial damage to other desirable species
4. Species unlikely to be controlled with available technology and resources

Finally, weed species whose populations are decreasing and/or those that colonize only disturbed areas and don't move into undisturbed habitats or impact recovery from the disturbance are assigned the lowest priorities. Treated infestations are monitored with site visits and photo monitoring on an annual basis.

## Oregon Parks and Recreation Commission

November 18, 2020

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Agenda Item: 8b	Action
Topic: Natural Areas Program Dedication – Glass Hill	
Presented by: Trevor Taylor	

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**Background:** The Oregon Natural Areas Plan lists the rare species, ecosystems, and geological features present in Oregon and where they are represented by protected lands. OPRD maintains the Oregon register of State Natural Areas and is responsible for processing nominations and petitions received to voluntarily add lands to the register.

“Registration” and “dedication” are two vehicles for inclusion of properties on the register, with dedication being the more permanent arrangement. Privately owned lands that are protected through registration or dedication receive a waiver of land use conversion property taxes. Publicly-owned lands are registered because of ecological value without receiving a tax benefit. In all cases of registration, or dedication, the subject properties are required to be of high or unique ecological value.

The types of habitat that are eligible for inclusion on the register are described and cataloged in the State Natural Areas Plan as “ecosystem elements”. When enough examples of a particular ecosystem element are registered, that type is considered adequately represented and further registrations are no longer allowed for that element. Find more information about the Natural Areas Program from the Oregon Natural Areas Plan at  
[https://inr.oregonstate.edu/sites/inr.oregonstate.edu/files/2015\\_or\\_natural\\_areas\\_plan.pdf](https://inr.oregonstate.edu/sites/inr.oregonstate.edu/files/2015_or_natural_areas_plan.pdf)

The steps in processing dedication nominations are as follows: OPRD Stewardship staff and the Oregon Biodiversity Information Center (or a convened review board, at OPRD discretion) collaboratively review petitions for meeting the requirements of the State Natural Area Plan. If the subject property meets the requirements and intent of the Plan, OPRD Stewardship staff draft an Instrument of Dedication to be signed by the landowner and the commission, and then bring the proposal for dedication before the Parks Commission for final decision. In addition to an instrument of dedication, dedicated properties are required to have a management plan or statement of management objects that defines the conservation and management direction for the property.

**Specifics related to this petition:** In October of 2020, OPRD staff received a petition to transition a currently registered property in Union County to the more formal category of dedication. The 1230-acre property is owned and managed by a private citizen, Dr. Joel Rice, who would like his property to be maximally subscribed in the State Natural Areas program. An Instrument of Dedication is attached, including appendices for summary information, management objectives, and a map.

**Prior Action by the Commission:** The Commission registered the property in the natural areas program in the fall of 2019. The Parks and Recreation Commission has not previously dedicated any natural areas. All previous dedications were completed by the State Land Board when the State Natural Areas Program was under the Department of State Lands.

**Action Requested:** Staff recommend that the Commission approve the Dedication.

**Prepared by:** Noel Bacheller and Trevor Taylor

**Attachments:** Dedication Agreement Form with Appendices

## DEDICATION AGREEMENT FOR GLASS HILL AS A STATE NATURAL AREA

The Oregon Parks and Recreation Commission and Dr. Joel Rice hereby agree to the following provisions as they pertain to Glass Hill, located in Union County, approximately 1 mile south of La Grande, in Township 3S Range 38 E and 4S 38 E. By virtue of this agreement, the above-described site is dedicated as a State Natural Area as provided for in the Oregon Natural Areas Program rules and statutes, as amended.

This agreement is entered into for the purpose of promoting natural diversity of native species and ecosystems in Oregon, and specifically to protect the designated area as the primary representative site for the natural elements listed in the Oregon Register of Natural Heritage Resources Summary Form (Attachment 1) as identified in the Oregon Natural Areas Plan of 2015.

This agreement includes as additional instruments of dedication the appended documents as follows:

- (1) Oregon Register of Natural Heritage Resources Summary Form for the site;
- (2) A statement of management objectives for the site.
- (3) A map delineating the boundary of the site.

Either party to this agreement may terminate it in accordance with the provisions of the Oregon Natural Areas program rules and statutes upon 60 days written notice, including specific reasons for termination.

Approved and signed on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

For the Commission:

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Cal Mukumoto, Chair

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Dr. Joel Rice, Glass Hill Natural Area Landowner

## Appendix 1

### OREGON PARKS AND RECREATION DEPARTMENT OREGON REGISTER OF NATURAL HERITAGE RESOURCES SUMMARY FORM

1. NATURAL AREA NAME: Glass Hill
2. LOCATION: Union County, Township 3S Range 38 E and 4S 38 E
3. SIZE: 1230 acres
4. OWNERSHIP: Joel Rice (4 parcels, 1230 acres total).
5. CONSENT OF OWNER (PRIVATE), DATE: 4/20/2019
6. REGISTER CATEGORY: Registered State Natural Area
7. PRINCIPAL NATURAL HERITAGE RESOURCES: Blue Mountains Ecoregion: 14. Ponderosa pine/bluebunch wheatgrass, 15. Ponderosa pine/Idaho fescue, 27. Douglas fir/oceanspray, 138. Mountain alder-snowberry riparian, and 40. Western larch – mixed conifer forest.
8. SPECIAL SPECIES: Douglas' clover (*Trifolium douglasii*), Blue mountain penstemon (*Penstemon pennellianus*), white-headed woodpecker (*Picoides albolarvatus*) – List 2 and ODFW conservation status species.
9. EVALUATION OF CRITERIA FOR REGISTRATION
  - A. PRIORITY IN PLAN: The listed ecosystem types present include BM 14, 15 and 40, all high priority, unfilled needs. Also present but in very small amounts are medium priority unrepresented types, BM 27 and 138.
  - B. ADEQUATE REPRESENTATION: The population of Douglas' clover is small (about 100 plants), but typical of the species, and likely adequate. The two Ponderosa pine forest associations are smaller and younger than optimal, although they are not currently represented on public lands. The other types are probably too small for adequate representation.
  - C. DEGREE OF DISTURBANCE: This site has been logged and grazed in the past but the majority has not been disturbed in over 20 years. There are definitely some weed issues, especially on the most recently disturbed parcel. The most troublesome weeds are Sulphur cinquefoil, ox-eye daisy and sweet-briar rose. Despite disturbance, all the components of the native plant associations are present. It is almost unheard of to find a piece of mid-elevation productive land with no livestock grazing in Eastern Oregon.
  - D. VIABILITY: The owner allows hunting, thinning for fire protection, and non-motorized vehicles but no livestock, logging, or development. The land is managed for the protection of natural values, and the native plants and animals present.
  - E. UNIQUE GEOLOGICAL VALUES: No geological values are known from the site.
  - F. PRIORITY FOR SPECIAL SPECIES: Douglas clover is a List 1 species with no protected sites. The white-headed woodpecker is a List 2 and SOC species.

- G. SPECIAL SPECIES PROTECTION CAPABILITY: A weed management plan and funding is needed to protect Douglas clover from ox-eye daisy encroachment. The white-headed woodpecker population is small, but probably secure.
10. SPECIAL REMARKS OR COMMENTS: The property goes from about 4500 to 5300 ft. elevation and is a mix of woodlands, grasslands, and moist to wet meadows. It includes the headwaters of Mill Creek and Sheep Creek. The property is privately owned, and will stay that way, and there are no clear benefits to the landowner for registration, outside of recognition of current management.
11. DATE OF ORBIC STAFF APPROVAL: June 4, 2019.
12. SOURCES OF ADDITIONAL INFORMATION: ODFW Jon Paustian, Access and Habitat Program Coordinator 541-786-4694 re: the program. ODF Jamie Knight 541-962-0195 re: thinning for fuels reduction on private lands. Karen Antell 541-962-3610 re: invertebrates, plants, and meadow habitat. Susan Geer 541-519-5815 re: native plants and weeds. Dave Komlosi 541-963-0477 re: recent thinning. Dave Trochlell 541-962-7819 re: birds and moths. Mike McAllister 541-786-1507 re: geology and wildlife.
13. VALUE OF NATURAL AREA IN LAY TERMS: The Glass Hill area south of La Grande has good representations of upland forested and wet meadow plant associations of the northern Blue Mountains. Glass Hill overlooks Grande Ronde Valley and Ladd Marsh. Ponderosa pine stands are intermixed with swaths of bunchgrass on ridgetops and drier areas while north and east facing slopes and upper elevations support many grand fir and Douglas fir associations. Bushnell meadows and headwaters of Mill Creek and Sheep Creek display various moist meadow and wetlands.

## Appendix 2

### MANAGEMENT OBJECTIVES FOR GLASS HILL DEDICATED STATE NATURAL AREA

#### Purpose and Goals

Dedicated State Natural Areas (DSNA) are established (1) to protect examples of terrestrial and aquatic ecosystems, and important geologic features; (2) to serve as gene pool reserves; (3) to serve as benchmarks against which the influences of modern human activities may be compared; (4) to serve as outdoor laboratories for research, education, and nature interpretation.

In general, the goals for DSNA management are to allow natural ecological and geological processes to predominate and continue at a pre-Euro-American settlement rate, with a minimum of human interference. Among the natural processes are fire, wind, floods, earth movements, natural aging and mortality, decay, evolution, and plant succession. In some cases, exceptions to preferred management must be made to prevent loss of life or property, or due to a confining landscape setting. Management manipulations (such as planting, cutting, thinning, enhancement, re-introduction) are not compatible in a NHCA unless necessary to reverse or prevent further human-induced change (such as control of non-native weeds or exotic animals, revegetation of surface damage, recovery from livestock grazing, reduction of excessive fuel loading from past fire exclusion, and in some cases carefully prescribed fire). Exceptions may also be required to retain a plant community, animal or plant population if it is a primary feature for which the area was established. Controlled low-impact human visitor access is generally compatible with a NHCA when kept from overuse levels which degrade the natural values of the area.

Management needs for Glass Hill DSNA present no undue special demands beyond current management practices for this area. A management plan is currently in place to implement restoration and weed management actions, and an update to that plan is expected in the near future. This document highlights topical areas included in the management plan or appropriate for future revisions to the management. The DSNA boundary consists of the full registered Glass Hill Natural Area boundary.

#### Access

Access by existing, maintained roads and trails is compatible with the DSNA. Corrective maintenance should be continued to protect the access in steep, wet, or unstable areas as needed to prevent erosion and reduce resource damage.

#### Fire and Windthrow

As a result of past wildfire suppression, forest density is excessive in some areas and needs intervention to maintain the historically open and fire adapted forest and woodland structure natural to the site. Prescribed fire is an appropriate tool to both restore natural woodland and herbaceous structure, as well as to maintain habitat conditions once recovery to appropriate conditions is achieved.

A more detailed fire management/suppression plan should be prepared for the special needs of the DSNA, using the above discussion as a topical skeleton, and utilizing natural fire breaks such as roads,

rock outcrops, and water bodies. A brief investigation and summary of fire history at the site is recommended as a component of the fire plan.

Forest windthrow is part of natural ecosystem function at the site and should remain in place, with the exception of the need to cut passages through downed material for normal road and trail clearing and maintenance.

### Weed Control

Regular surveillance and control of exotic non-native plant species within the DSNA is necessary to protect native plants communities and is encouraged as needed. However, weed control techniques will be used (for example spot versus broadcast treatment) which minimize impacts to the surrounding native plant cover. Special precaution will be needed in and around rare plant populations. Currently, there are minor weed problems known at Glass Hill DSNA.

### Monitoring

Basic biological monitoring of the special plant species, habitat types is encouraged in order to document the ongoing status of these features. Monitoring of the other terrestrial ecosystem and geological values of the site are not required, but a basic record of condition would be useful to monitor long-term changes (such as erosion) and provide a baseline against natural or artificial catastrophic events such as fire, windthrow, or landslides.

### Resource Protection

Under currently planned levels of use, no special resource protection is required beyond the road/trail maintenance, continuing to exclude livestock grazing, thoughtful use of fire, weed control, and monitoring mentioned above. The taking of any plants or animals will be discouraged pursuant to the rules governing NHAC's. Should visitor traffic and impacts become too great, it may be necessary at some time in future to manage visitor use. Permission to conduct research or educational uses should be obtained in writing through the landowner and any other agency as appropriate, including but not limited to the Oregon Department of Fish and Wildlife.

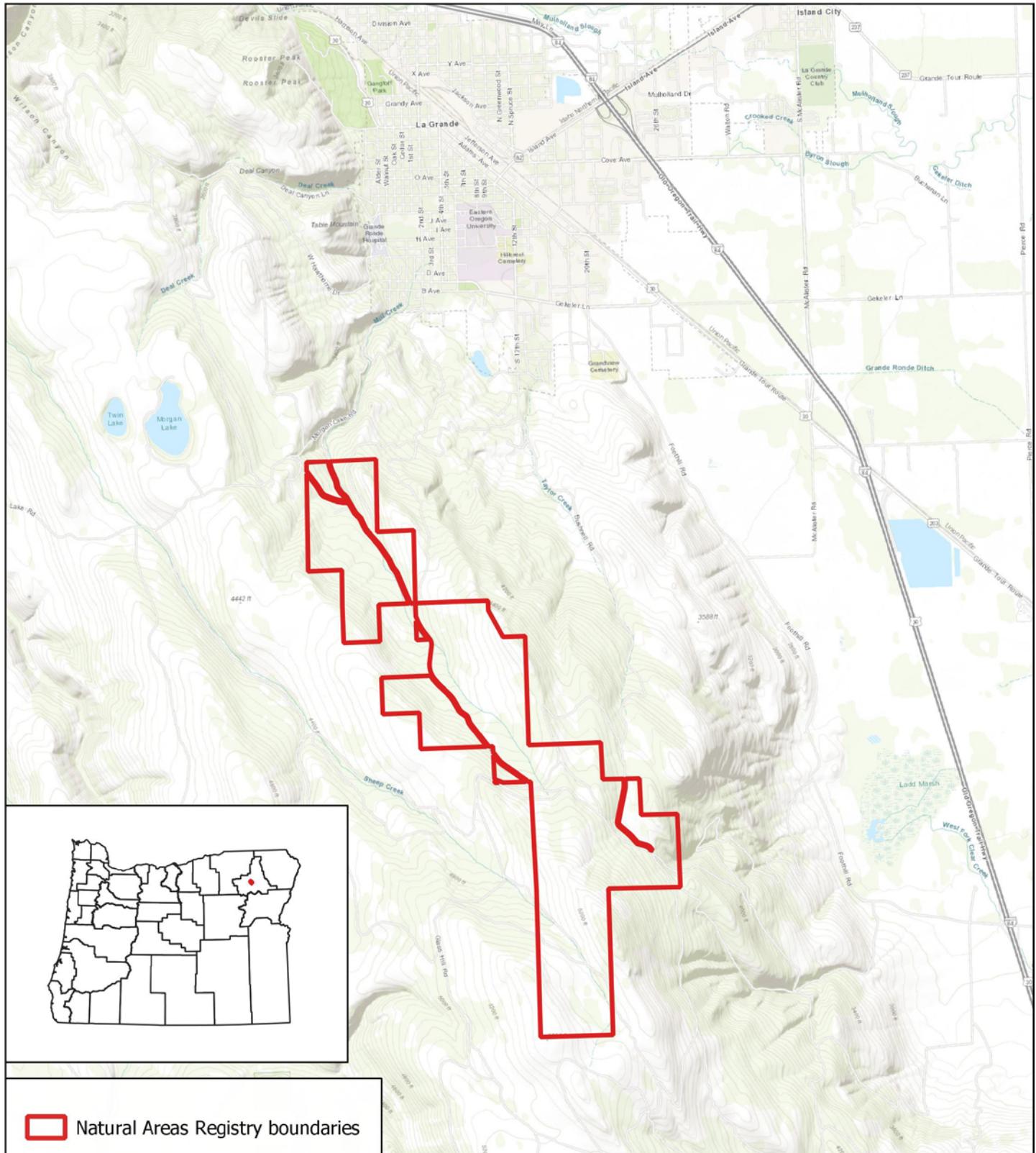
### Other Management Needs

The Oregon Parks and Recreation Department Stewardship Section and the Oregon Biodiversity Information center are available for advice and consultation regarding any additional or unforeseen management needs which may arise.

## Appendix 3

### Glass Hill State Natural Area

Oregon Parks and Recreation Dept.  
725 Summer St. NE, Suite C  
Salem OR, 97301



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## Oregon Parks and Recreation Commission

November 18, 2020

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Agenda Item:	8c	Action
Topic:	Pilot Butte State Scenic Viewpoint 2021 Roadway Restoration Project	
Presented by:	Matt Rippee, Interim PDD Manager	

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**Description:**

Staff requests approval for awarding a construction contract exceeding \$500,000. The project will include major roadway and trail restoration on the existing Pilot Butte State Scenic Viewpoint summit road. The design and contract documents are currently under development and contract solicitation is planned for February 2021. Construction is scheduled to start May 2021 and the project will be complete by the end of 19-21 biennium.

The project work will include the following elements;

- Removal of the existing failing roadway hard surface, regrading, compaction and repaving with new asphalt (see attachment #1 – Park Aerial Photo and attachment #2 – Road Surface Failure).
- Removal of hazardous overburden materials behind the existing retaining wall paralleling the summit roadway (see attachment #3 – Overburden Materials).
- Improving ADA parking and access routes to park facilities at the summit (see attachment #4 – Summit Area).
- Reestablish existing roadside trail surface materials and trail delineation (see attachment #5 – Roadside Trail).

Preliminary estimated construction is \$550,000. The project will be funded by combination FIP (\$200,000) and ODOT Road Maintenance IGA (\$350,000).

**Prior Action by Commission:** None

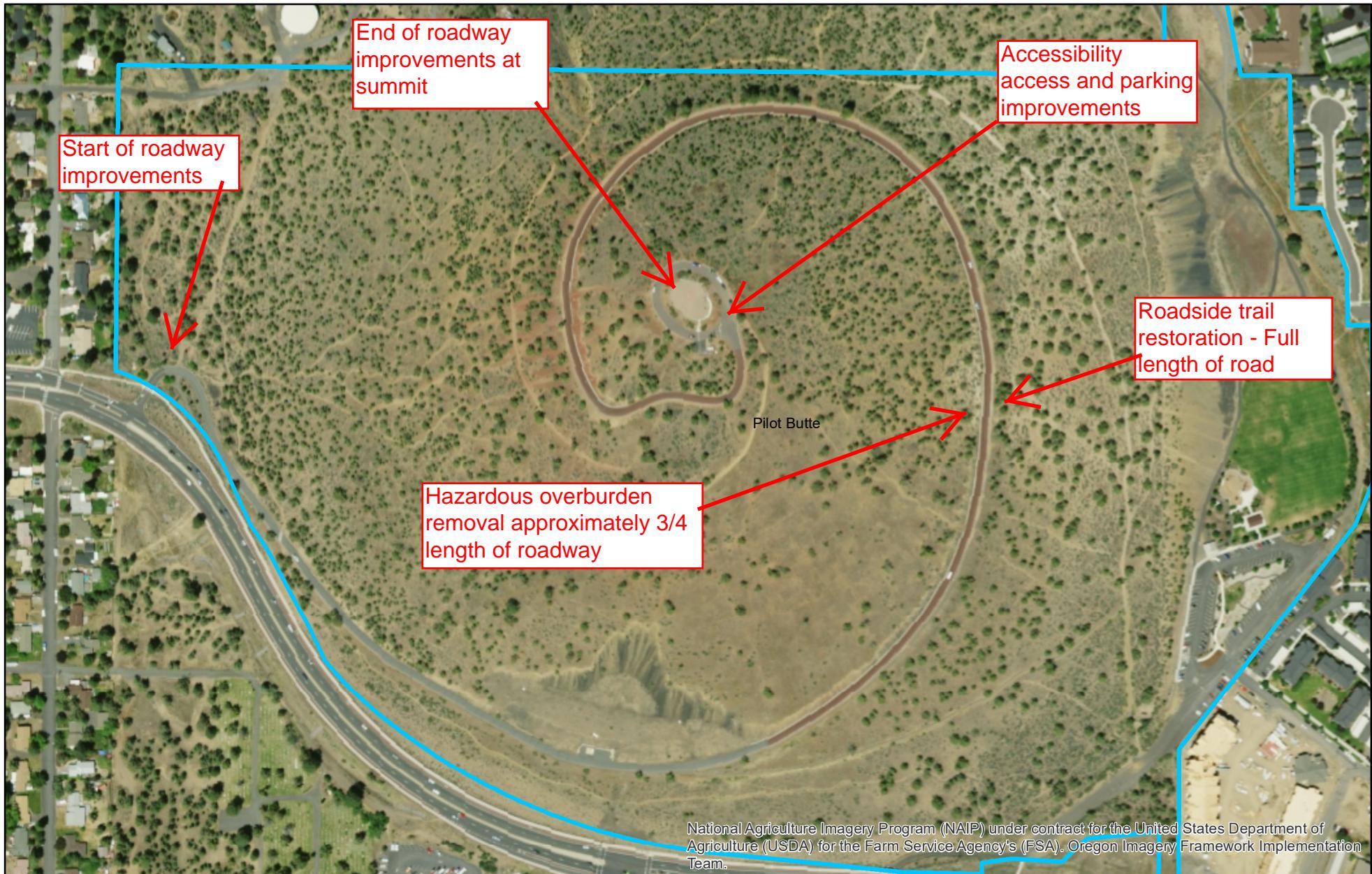
**Action Requested:** Approval

**Attachments:** #1 - Park Aerial Photo  
#2 - Road Surface Failure  
#3 - Overburden Materials  
#4 - Summit Area  
#5 - Roadside Trail

**Prepared by:** John Seevers, Construction Project Manager



# Pilot Butte Scenic Viewpoint



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NMOB-N14248 1/21/2020

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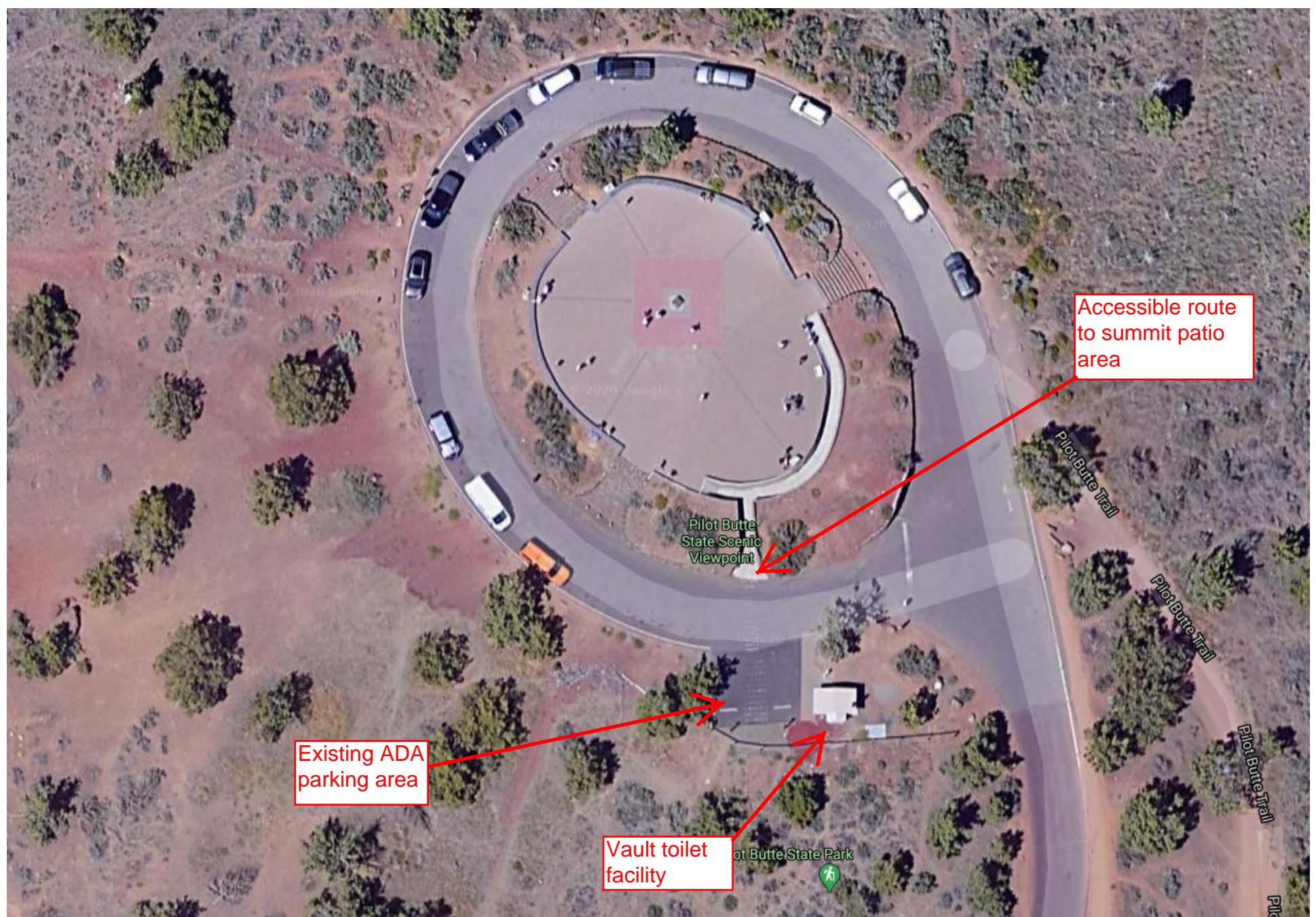
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Typical examples of roadway surface failures. Existing surface will be pulverized and removed. New surface will be hot mix asphalt at a 3" depth.



Google Maps

8c Attachment #4  
Summit Area

Existing 7' wide aggregate trail section running full length of access roadway. re-developed in kind.

Pavement markings and flexible bollards re-developed in kind.

## Oregon Parks and Recreation Commission

UPDATED

November 17, 2020

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Agenda Item:	9a	Action
Topic:	Request to open rulemaking –Tillamook County ocean shore vehicle restrictions (736-024-0015)	

Presented by: Katie Gauthier

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**Background:** Working with Tillamook County, OPRD has limited vehicle parking on the beach from Cape Kiwanda south to the Nestucca River since July 1. Vehicles involved in launching or retrieving commercial or recreational boats are still allowed to park on the beach, but all other vehicles have been required to park in designated lots or parking spaces along surface streets over the summer.

The change was made to address increased congestion on the beach posing a health and safety risk to pedestrians, and reduced OPRD state park ranger staffing available to manage the traffic. On a sunny summer day, hundreds of vehicles enter the beach through a county-owned gate and boat ramp. Both OPRD and the county agreed the change was necessary.

Individuals launching boats obtained information on accessing the beach through the county gate from Tillamook County Parks or OPRD in advance of their trip.

Reducing congestion at Cape Kiwanda has been both a short- and long-term goal for OPRD and Tillamook County. In evaluating whether to request rulemaking, Tillamook County initiated a public comment process including surveys, written and oral public comments. The Tillamook County Board of Commissioners received almost 1,000 comments on vehicular beach access, reflecting a broad range of views and concerns. The survey responses are still being compiled.

Staff are requesting permission to open rulemaking to take public comment on limiting parking only to recreational and commercial fishing vehicles and reducing portions of the ocean shore open to driving in Tillamook County.

If rulemaking is opened, staff will continue to work with Tillamook County and other stakeholders to evaluate the impact of the change from the summer while working to ensure public comment opportunities are available on proposed changes for the future.

**Prior Action by Commission:** In 1996, was the last time the Commission made changes to vehicle access rules on the ocean shore in division 24. At that time, it was for the protection of snowy plovers in a number of counties, but did not include Tillamook county. Tillamook ocean shore vehicle rules have not changed since 1992.

**Action Requested:**

Staff requests approval to open rulemaking to amend OAR 736-024-0015 to prohibit vehicles on the ocean shore in portions of Tillamook County and restrict vehicle parking on the beach south of Cape Kiwanda. A copy of the proposed rules is included in Attachment A.

**Prepared by:** Katie Gauthier

**Attachments:**

Attachment A – proposed rule amendments- marked copy

Attachment B- maps of proposed rule change

9a Attachment A Marked Copy

**736-024-0015**

**Tillamook County: Restrictions**

(1) There shall be no landing of any aircraft on the ocean shore in Tillamook County, except for an emergency.

(2) Except for an emergency or as provided in section (3) of this rule, there shall be no travel by motor vehicles on the ocean shore in Tillamook County in the areas and during the periods of time hereinafter designated by the Oregon coordinate latitude survey lines, north zone, consisting of "Y" numbers as shown on "Exhibit 2" attached hereto and by this reference made a part hereof. The areas where motor vehicle travel is allowed, the periods of time for such use, and the areas on the ocean shore where travel by motor vehicles is prohibited, are further described as follows:

(a) Motor vehicle travel is prohibited from the Clatsop County-Tillamook County line, Y 790, 613, southerly to the south line of Oswald West State Park, Y 774, 737;

(b) Motor vehicle travel is prohibited from the south line of Oswald West State Park, Y 774, 737, southerly to the north boundary of Nehalem Bay State Park, Y 761, 335, except as follows:

(A) Between the hours of 7:00 a.m. and 12:00 noon, October 1 through April 30;

(B) Motor vehicles essential to and engaged in boat launchings will be allowed any time during the year.

(c) Motor vehicle travel is prohibited from the north boundary of Nehalem Bay State Park, Y 761, 335, southerly to the south boundary of the Boy Scout property north of Sand Lake, Y 618, 468, except as follows: Motor vehicles essential to and engaged in boat launchings will be allowed any time during the year for a distance of 300 feet northwest from point Y 665, 466; XI, 113, 850, near Happy Camp;

(d) Motor vehicle travel is allowed at any time from the south boundary of Boy Scout property north of Sand Lake, Y 618, 468 southerly to the Galloway Road beach access Y 610, 120;

(e) Motor vehicle travel is prohibited from the Galloway Road beach access Y 610, 120 southerly to ~~the mouth of Sand Lake Y 606, 590~~;

~~(f) Motor vehicle travel is allowed at any time from the mouth of Sand Lake Y 606, 590 southerly to the north boundary of Cape Kiwanda State Park property, Y 595, 111.~~

(f) Motor vehicle travel is allowed from the north boundary of Cape Kiwanda State Park property, Y 595, 111 to the base of headland north of Cape Kiwanda, Y 584, 097

~~the base of the headland north of Cape Kiwanda, Y 586, 275, except as follows: From the mouth of Sand Lake, Y 606, 590, southerly to the approximate north boundary of Cape Kiwanda State Park property, Y 595, 111, motor vehicle travel is prohibited May 1 through September 30 and from sunrise to sunset on legal holidays (as defined in ORS Chapter 187) and on Saturdays and Sundays between October 1 and April 30;~~

(g) Motor vehicle travel is prohibited from the base of the headland north of Cape Kiwanda, Y 586, 275, southerly to a point north of the beach ramp near Cape Kiwanda, Y 584, 097, except as follows:

(A) From the base of the headland south of Cape Kiwanda, Y 584, 879, southerly approximately 400 feet to Y 584, 688, motor vehicles essential to and engaged in boat launchings, boat recoveries, transferring equipment or supplies onto boats, unloading equipment or catches from boats, or emergency repairs of other vehicles or boats will be allowed at any time during the year;

(B) From Y 584, 688, southerly approximately 700 feet to a line located north of and parallel to the beach ramp near Cape Kiwanda, the point of intersection of said line and the line of vegetation being at Y 584, 097, operation or parking of motor vehicles used for towing boat trailers or essential to boat launchings will be allowed.

(h) Motor vehicle travel and parking only for motor vehicles used for towing boat trailers or essential to boat launchings or recoveries is allowed at any time from the line described in subsection (2)(g) of this rule, north of the beach ramp near Cape Kiwanda, southerly approximately 1,300 feet to Y 582, 843, except that in a corridor 100 feet in width, southerly of and contiguous to the line described in subsection (2)(e) of this rule, all parking is prohibited;

(i) Motor vehicle travel is prohibited from Y 582, 843 southerly to near Pacific Avenue at Pacific City, Y 579, 329;

(j) Motor vehicle travel is allowed at any time from near Pacific Avenue at Pacific City, Y 579, 329, southerly to Porter Point, Y 563, 121;

(k) Motor vehicle travel is prohibited from Porter Point, Y 563, 121, southerly to the Tillamook County/Lincoln County line, Y 521, 960.

(3) The State Parks Director or the authorized representative may issue special permits for motor vehicles to travel on the ocean shore within the areas or at times where such travel is otherwise prohibited by this resolution. No charge for such permits will be made. Any special permit or permit identification card shall be in the immediate possession of the operator of the vehicle at all times when driving on that portion of the ocean shore otherwise closed to travel by motor vehicles. The operator shall display the same upon the demand of any peace officer.

(4) The State Parks and Recreation Department is directed to erect conspicuous signs and markers designating the above areas on the ocean shore of Tillamook County, with reference to the Oregon coordinate survey system, as areas where travel by motor vehicles is prohibited, areas where travel by motor vehicles is partially restricted, and areas where travel by motor vehicles is allowed, as herein provided.

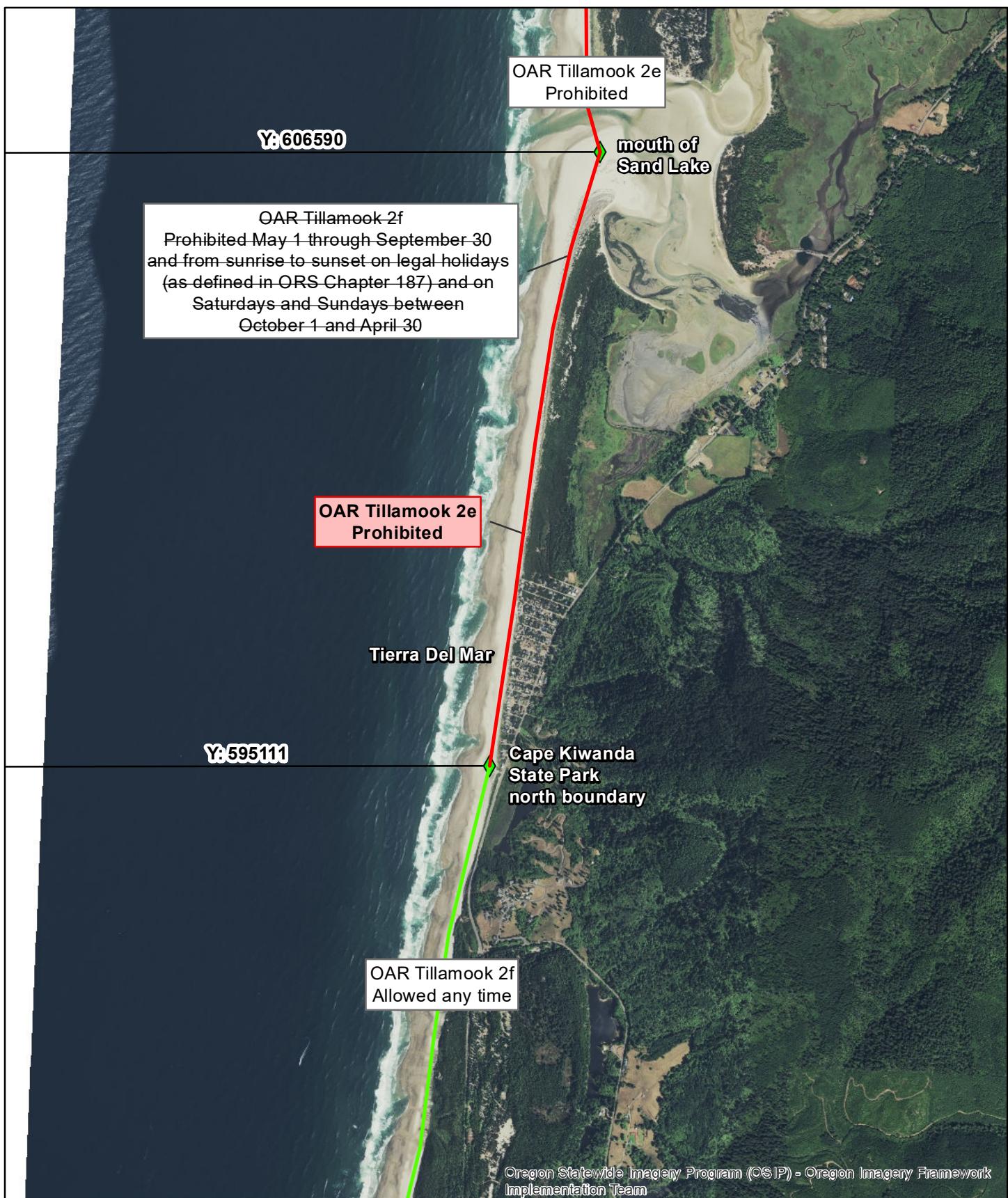
[ED. NOTE: Exhibits referenced are available from the agency.]

# VEHICLE RESTRICTIONS ON OCEAN SHORE - PROPOSED

Oregon Parks & Recreation Dept.  
725 Summer St. NE, Suite C  
Salem OR, 97301



MAP 1



This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Vehicle Restrictions
Allowed
Restricted
Prohibited

Proposed changes in red text box

0 1,375 2,750 Feet

David.Quillin 11/2/2020

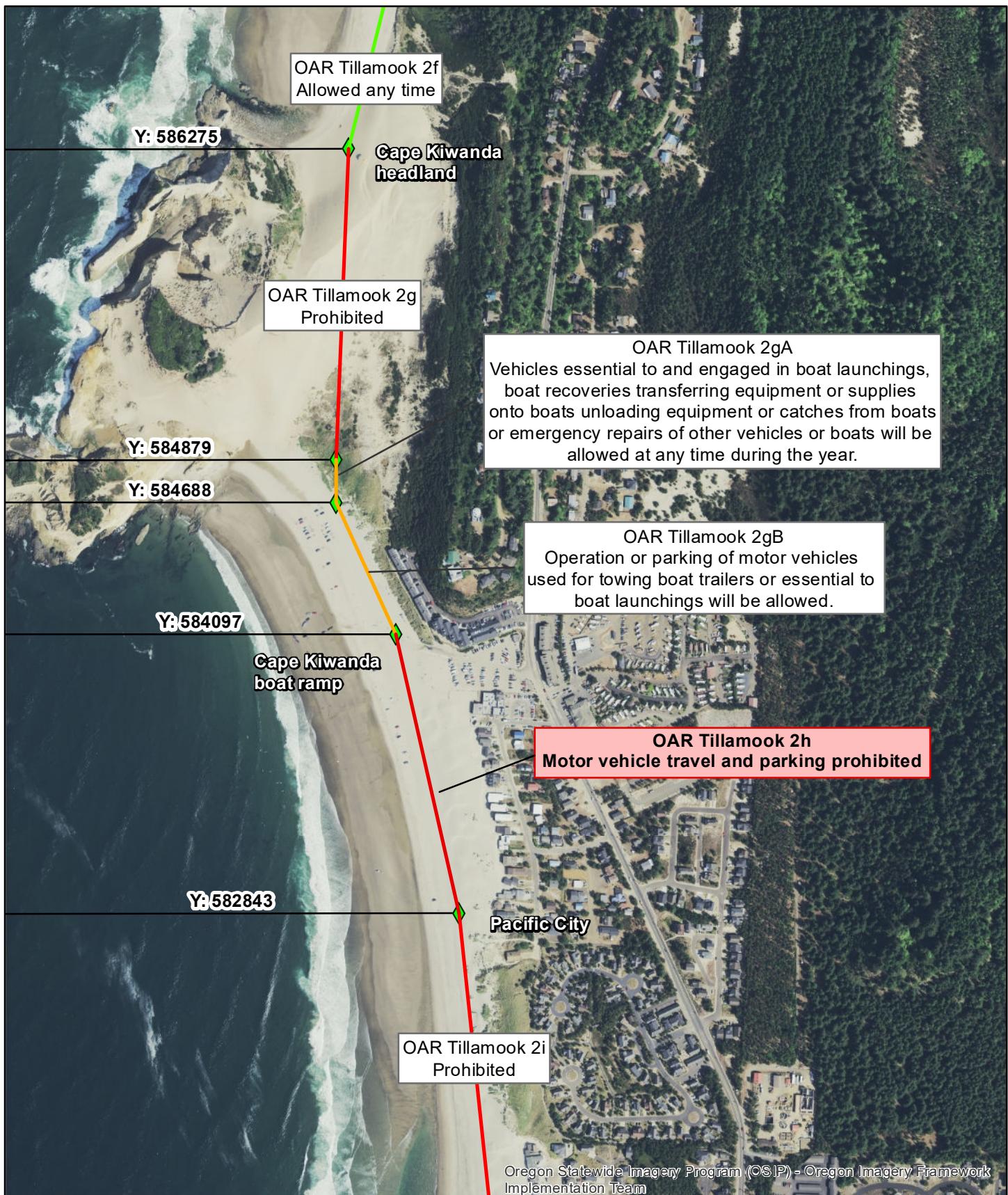
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# VEHICLE RESTRICTIONS ON OCEAN SHORE - PROPOSED

Oregon Parks & Recreation Dept.  
725 Summer St. NE, Suite C  
Salem OR, 97301



MAP 2



This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Vehicle Restrictions		
Allowed		
Restricted		
Prohibited		

0 340 680 Feet  
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David.Quillin 11/10/2020

# VEHICLE RESTRICTIONS ON OCEAN SHORE - PROPOSED

Oregon Parks & Recreation Dept.  
725 Summer St. NE, Suite C  
Salem OR, 97301



MAP 3



This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

## Vehicle Restrictions

- Allowed
- Restricted
- Prohibited

David.Quillin 11/2/2020

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## Oregon Parks and Recreation Commission

November 17, 2020

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Agenda Item: 9b	Action
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Topic:	Request to open rulemaking – Reservations (736-015-0015)
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Presented by:	Katie Gauthier, Government Relations and Policy Manager
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The experience closing parks and cancelling reservations in March 2020 exposed a need for increased flexibility in reservation rules to enable the agency to more nimbly respond to changing conditions. The specificity in the current rules do not allow for flexibility to adapt to changing market conditions or utilize improvements in processes available in the online reservation system.

The proposed rules would establish a range for transaction fees charged for making, changing or cancelling a reservation. Specific fees would be established, posted on websites and customers notified prior to any fees being charged.

Changes to the reservation window would also provide flexibility. This change would enable same day reservations through 18 months, but not all sites would be open the entire window. This change would allow the agency to set a range for reservation policies to provide flexibility, rather than dictate a single reservation window.

In 736-015-0015(8) staff propose eliminating the rule language for organized groups. The addition of more group sites within parks has made this rule less necessary. In addition, the specific language in this rule has not fulfilled the desired intent. The intent of this language was to encourage groups to provide names of site occupants prior to arrival. Staff have identified this need, even in groups of less than 20. The proposed rule language added in 736-015-0015(2)(h)(A) addresses this need.

**Prior Action by Commission:** In September 2018, the Commission eliminated checks as a form of payment for reservations and removed the Ranches at Silver Falls from the reservation system.

**Action Requested:**

Staff requests approval to open rulemaking to amend OAR 736-015-0015. A copy of the proposed rules is included in Attachment A.

**Attachments:**

Attachment A – proposed rule amendments- marked copy

**Prepared by:** Katie Gauthier

9b: Reservation rule- Marked Copy

**736-015-0015**

**Reservations**

(1) Purpose: Based on the department's goal to promote outdoor recreation in Oregon, the department established a reservation program to increase use of park areas and facilities. The director may designate specific park facilities to offer for reservation through a centralized call center and through the Internet.

(2) General Regulations:

(a) Reservations will be accepted and processed for designated park facilities through the Oregon State Parks Reservation Center and the Internet.

| (b) A person may make a reservation a ~~minimum of one day and a~~ maximum of ~~nine eighteen~~ months prior to the arrival date.

(c) A person must be 18 years of age or older to make a reservation.

(d) A person who qualifies under the Americans with Disabilities Act (ADA) may reserve accessible campsites.

(e) A person may not make reservations for multiple park areas for the same date range.

(f) A person reserving a boat slip (where available) must also reserve another facility at the same park area.

(g) Reservations and registrations for horse camping sites shall be made only for people camping with their horses or similar large animals unless otherwise specified by the park manager.

(h) Only the person whose name appears on the original reservation, their designee (as documented in the reservation records) or the primary occupant may change or cancel an existing reservation or access information associated with a reservation.

(A) A person reserving a site for another individual or group must provide the contact information of an individual occupying the site at least 72 hours prior to the start of the reservation.

(B) Individuals reserving the site will be responsible for all activities of users of the site, per OAR 736-010-0050(11).

(i) Customer information may be made available upon written request in compliance with ORS chapter 192 and department policy.

(j) Specific information regarding a confirmed reservation will not be released to the public as provided in ORS 192.~~501-345~~ and 192.~~502-355~~.

(3) Transaction Fees and Deposits:

(a) The department will charge an ~~\$8-0-15~~ non-refundable transaction fee for each reservation made through the centralized call center or the Internet.

(b) Reservations require a facility deposit equal to the full amount charged for use of the facility during the reservation period.

(c) All fees are due at the time the person makes the reservation.

(4) Payment Methods:

(a) A person may use ~~a~~n acceptable payment method. Acceptable payment methods will be posted on the Oregon State Parks website. ~~valid credit card (VISA or MasterCard) or bank debit card with a VISA or MasterCard logo.~~

(b) A person may pay for reservations made through the Oregon State Parks Reservation Center by department issued gift certificates if the person's arrival date is ten or more days from the time the reservation is made. ~~This form of payment is not accepted for reservations made on the Internet.~~

(c) The department must receive payment within five calendar days of the date the person makes the reservation. If payment is not received within this time frame, the department will cancel the reservation. The person remains responsible for the ~~\$8-~~transaction fee for each reservation request.

(d) If a banking institution returns a check to the department for any reason or if a credit or debit card is declined, the department will attempt to contact the person. Inability to resolve the payment dispute will result in a reservation cancellation. The person will remain responsible for the ~~\$8-~~transaction fee for each reservation.

(e) Government agencies and non-profit entities may request to be invoiced for services. Reservations should be made at least 30 days prior to arrival. The department must receive payment within 25 days of the date the reservation is made. If payment is not received within this time frame, the department will cancel the reservation. The government agency or non-profit entity remains responsible for the ~~\$8-~~transaction fee for each reservation request.

(f) A person must pay all outstanding account balances prior to making future reservations.

(5) Reservation Cancellations:

(a) A person may cancel their reservation prior to the day of arrival. ~~by using the internet or by calling the Oregon State Parks Reservation Center.~~

(b) The department will post detailed instructions for cancelling a reservation on the department's web site which is available seven days a week, 24 hours a day.

(c) To cancel a reservation on the day of arrival a person may contact the specific park where their reservation is held.

(d) In order to receive a refund of all use fees, a person must cancel the reservation for individual campsites, deluxe and rustic cabins, deluxe and rustic yurts, horse camps, tepees, and boat moorages three or more days prior to the arrival date. If the cancellation is received less than three days in advance of the arrival date, a fee equal to one overnight rental fee for the facility will be forfeited.

(e) In order to receive a refund of all use fees for group camps, day use areas, meeting halls, lodges, Silver Falls Youth Camp, Shore Acres Garden House, Pavilions, RV Group Areas and other facilities as designated by the department, a person must cancel the reservation at least one month prior to arrival. If the cancellation request is received less than 30 days in advance of the arrival date, a fee equal to one night's or one day's rental for the facility will be forfeited.

(f) A person may not cancel reservations more than eight months in advance of the arrival date.

(6) Reservation Changes:

(a) The department will charge an ~~\$8-0-15~~ non-refundable transaction fee for each reservation change.

(b) A person may request to change a confirmed reservation by calling the Oregon State Parks Reservation Center.

(c) A person may not make any date changes to reservations more than eight months in advance of the arrival date.

(d) Reservations made for six or more consecutive nights that are later shortened will be charged the nightly rate for each night removed in addition to ~~a \$8~~ transaction fee for the change. This rule applies to shortening nights at the beginning of a reservation, not at the end of a reservation.

(e) A person must request a reservation change for campsites, deluxe and rustic cabins, deluxe and rustic yurts, tepees, and boat moorages three or more days in advance of the arrival date. Changes are not permitted within three days of the arrival date.

(f) A person requesting a reservation change for group camps, day use areas, meeting halls, lodges, Silver Falls Youth Camp, Shore Acres Garden House, Pavilions, RV Group Areas, and other facilities as designated by the department must request the change at least 30 days prior to arrival date. Changes are not permitted within 30 days of the arrival date.

(7) Claiming Reservations

- (a) Customers with confirmed reservations must arrive before 1:00 p.m. the day following the first scheduled day of their reservation.
- (b) The reserved site must remain occupied each night during the entire length of stay.
- (c) In emergency situations, customers may request park manager approval for late arrivals not to exceed 6:00 p.m. of the second day of the reservation. Site fees for the first night will be charged regardless of the arrival time.
- (d) Customers, including those that have pre-registered, who do not check in at the park or notify park staff that they will be delayed prior to 1:00 p.m. of the second day of the reservation will be considered a “no show” and the entire reservation will be cancelled. The first night fee and any transaction fees previously collected for the reservation will be retained. Any remaining nightly fees paid to confirm the reservation will be refunded.

**(8) Reservations to Accommodate Organized Groups:**

- (a) General: To accommodate group use when 20 or more sites are booked by the same group in campgrounds designed primarily for individual camping, the following rules apply.
- (b) The department will require full payment for all sites at the time the reservation is made and charge a non-refundable reservation fee of \$8 for each site. An \$8 non-refundable transaction fee will be charged for any date or site change made to a reservation included in the group.
- (c) A group is considered any reservation of at least 20 individual overnight campsites made in one person's name through the Oregon State Parks Reservation Center or on the Internet.
- (d) Group reservations may reserve a meeting hall (where available) for one day's free use when the minimum number of sites are reserved and used. The person may reserve the meeting hall for additional days at the normal rental rate.
- (e) Facilities such as lodges, Silver Falls Youth Camp and other special facilities as designated by the department are not included in the group camping program benefit.
- (f) To promote the safety and enjoyment of all park users, the department may contact the reservation holder of any group reservation and ask for individual camper information prior to arrival. In such cases, the department will provide ample notice and request that information be received no sooner than two months and no later than one week before the group's arrival.
- (g) When only a portion of a specific type of facility in a park is designated as ADA compliant, the department will hold the facility designated as ADA compliant for use by individuals with disabilities until all other facilities of that type have been reserved and the accessible facility is the only remaining facility of that type available in the park.

**Oregon Parks and Recreation Commission**

**November 17, 2020**

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Agenda Item: 10a (i)

Information

Topic: Procurement Report

Presented by: Daniel Killam, Deputy Director of Administrations

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The attached report includes:

- 5 New agreement for a total of \$293,458
- 6 New contracts for total of \$366,887
- 4 Amendments for a total of \$0

**Action Requested:** None.

**Attachments:** Procurement Report

**Prepared by:** Jayme Jones

## OREGON PARKS AND RECREATION DEPARTMENT

Procurement Report  
August and September 2020

Executed	Contractor	Location	Project	FIP	Original Contract \$	Current Amendment	Amendments To Date	Current Contract Value	Comments
<b>GOODS AND/OR SERVICES CONTRACTS</b>									
08/03/20	Silver Fox Pond and Lake Management	Coastal Region in Clatsop, Coos, Curry, Douglas, Lane, Lincoln, and Tillamook Counties Mountain Region – Baker, Crook, Deschutes, Gillam, Grant, Harney, Jackson, Jefferson, Josephine, Klamath, Lake, Lane, Malheur, Sherman, Union, Umatilla, Wasco, Wheeler, and Wallowa Counties	On-call vegetation management services		\$4,000	\$0	\$0	\$4,000	Amendment 1 adds language to address cancellation of work and updates contract administrators due to COVID-19 layoffs.
08/03/20	Institute for Applied Ecology	Sunset Beach State Recreation Site in Clatsop County	Coastal native plant materials production		\$20,000			\$20,000	New Contract
08/03/20	Center for Natural Lands Management	Sunset Beach State Recreation Site in Clatsop County	Coastal native plant materials production		\$14,853			\$14,853	New Contract
08/18/20	DW Retail Services, LLC	Statewide	Online store fulfillment services		\$0			\$0	New revenue contract for pilot with anticipated value \$125,000 over next 5 years.
08/24/20	Knife River Corporation	Ecola State Park in Clatsop County	Canyon Cree Bridge Slabs	X	\$65,120	\$0	\$0	\$65,120	Amendment 1 extends the contract end date.
9/1/2020	Coquille Watersheds Association	Coos County	Native plant nursery		\$34,989			\$34,989	New contract where OPRD also will contribute in-kind services valued at \$10,000 and contractor will contribute in-kind services valued at \$6,800.
09/22/20	Lodestar Studio, Inc.	Statewide	Interpretive panels		\$1	\$0	\$0	\$1	Amendment 2 extends term of price agreement; current work order expenditures \$32,783.
<b>PUBLIC IMPROVEMENTS CONTRACTS</b>									
08/31/20	S-2 Contractors Inc.	Champoeg State Heritage Area in Marion County	Schuler Road paving improvements	X	\$105,600			\$105,600	New Contract
09/14/20	Billeter Marine LLC	Bullards Beach State Park in Coos County	Bullards Beach debris deflection boom installation	X	\$191,445			\$191,445	New Contract
<b>ARCHITECTURAL AND ENGINEERING SERVICES CONTRACTS</b>									
08/04/20	Landis Corporation dba Landis Consulting	Jessie M Honeyman Memorial State Park in Lane County	Electrical design for restroom replacement	X	\$24,490	\$0	\$4,120	\$28,610	Amendment 3 extends contract term.
<b>INTERGOVERNMENTAL AGREEMENTS</b>									
07/29/20	Bureau of Land Management	Big Bend Campground in Crook County	Operation and maintenance		\$0			\$0	New Agreement
08/19/20	Mid Coast Watersheds Council	Lincoln and Lane Counties	Floodplain and side channel restoration		\$33,936			\$33,936	New agreement is valued at \$416,752. In addition to cash amount, OPRD will also contribute in-kind services valued at \$30,400.
08/24/20	Oregon Department of Forestry	La Pine State Park in Deschutes County	ODF guard station and fire station		\$0			\$0	New Agreement
09/11/20	US Forest Service	Statewide	Recreation sustainability		\$129,524			\$129,524	New Agreement
09/20/20	US Forest Service	Statewide	Heritage consultation		\$129,998			\$129,998	New Agreement

**Oregon Parks and Recreation Commission**  
**November 18, 2020**

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Agenda Item: 10(a)(ii, iii, iv)

**Informational**

Topic: Report of Scenic Waterway Program Notification Actions, Ocean Shore Permits Issued, and Timber Harvest Revenue from August 8, 2020 through November 1, 2020.

Presented by: Trevor Taylor, Stewardship Manager

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

**SCENIC WATERWAYS NOTIFICATION**

On August 26, 2020, a Notification of Intent (2A-261-20) was approved for 20925 Harper Road LLC to construct a dirt airstrip on its property within the Deschutes State Scenic Waterway. The project was approved because it met all requirements of the scenic waterway as it will not be visible from the river due to topography and the location and nature of the dirt airstrip which is located above the canyon and set back over 400 feet from the rim of the canyon.

On September 15, 2020 a modification was approved for NOI 7-721-20 previously issued to George and Susan Beach to construct a new home on their property located within the Rogue River Scenic Waterway. The modification was approved because the adjustments help improve screening from the river to meet all scenic waterway requirements and was conducted in coordination with the county and Bureau of Land Management (BLM) as the property is also within the Federally designated Wild and Scenic River.

On October 2, 2020 another extension was issued for NOI 17-63-15 for Lone Rock Timber, which had previously been approved to log the property but had not yet done so prior to the fire on the North Umpqua River State Scenic Waterway. The extension allows the property owner to remove trees on their property lost to the fire and conduct the work previously approved. The same conditions apply and the extension was given until October 1, 2021.

On October 5, 2020, a Notification of Intent (9-404-20) was approved for Melody Ashford to salvage 2.2 acres of fire-killed conifers within the Upper Clackamas River Scenic Waterway. The approval was given because the salvage work meets scenic waterway requirements. Salvage needs to occur as soon as possible before the rainy season begins. Revegetation of conifer seedlings is scheduled to be completed this winter but the property owner was given a year to complete the operation and fulfill the conifer planting obligation. The area is not visible from the river due to topography and other private lands between the property and waterway. A large amount of vegetative cover also conceals the property.

On October 8, 2020, a Notification of Intent (17-69-20) was approved for the Oregon Department of Transportation (ODOT) to replace 110 signs and wooden guardrail posts along OR138E between MP 22.3 and 38.8 burnt during the Archie Creek Fire on the North Umpqua River State Scenic Waterway. The project was approved because it met all requirements of the scenic waterway when modified with a condition of approval of painting the back of the signs and requiring the guardrail to be made of non-reflective material.

On October 8, 2020 a Notification of Intent (9-405-20) was approved for Asta Kalman to salvage 6 acres of fire-killed conifers within the Upper Clackamas River Scenic Waterway. The approval was given because the salvage work meets scenic waterway requirements. Salvage needs to occur as soon as possible before the rainy season begins. Most hardwoods may recover and are not being harvested. Revegetation of conifer seedlings is scheduled to be completed this winter but the property owner was given a year to complete the operation and fulfill the conifer planting obligation. Sufficient live riparian vegetation being left (100') and topography will screen the property from the river. Planting of one adjacent hillside will be required and straw will be placed on the surface of the one skid trail to be used in order to minimize erosion.

On October 8, 2020 a Notification of Intent (9-406-20) was approved for John Mauher to salvage a dozen fire-killed conifers and hardwoods within the Upper Clackamas River Scenic Waterway. The approval was given because the salvage work meets scenic waterway requirements. Salvage needs to occur as soon as possible before the rainy season begins. Revegetation of conifer seedlings is scheduled to be completed this winter but the property owner was given a year to complete the operation and fulfill the conifer planting obligation. Sufficient live riparian vegetation being left (100') and topography will screen the property from the river.

On October 8, 2020 a Notification of Intent (9-407-20) was approved for Evan Waymire to salvage two acres of fire-killed conifers and hardwoods within the Upper Clackamas River Scenic Waterway. The approval was given because the salvage work meets scenic waterway requirements. Salvage needs to occur as soon as possible before the rainy season begins. Revegetation of conifer seedlings is scheduled to be completed this winter but the property owner was given a year to complete the operation and fulfill the conifer planting obligation. Property owner will be required to place straw on the hillside surface as soon as possible after harvest completion to minimize erosion. Sufficient live riparian vegetation being left (100') and topography will screen property from the river.

On October 8, 2020 a Notification of Intent (9-408-20) was approved for Vera Harris to salvage two acres of fire-killed conifers within the Upper Clackamas River Scenic Waterway. The approval was given because the salvage work meets scenic waterway requirements. Salvage needs to occur as soon as possible before the rainy season begins. Revegetation of conifer seedlings is scheduled to be completed this winter but the property owner was given a year to complete the operation and fulfill the conifer planting obligation. The property owner will be leaving all hardwoods which may re-sprout or live. The area is not visible from the river due to topography and other private lands between the property and waterway. A large amount of vegetative cover also conceals the property.

On October 8, 2020 a Notification of Intent (9-409-20) was approved for Ted Riehl to salvage four acres of fire/beetle killed conifers within the Upper Clackamas River Scenic Waterway. The approval was given because the salvage work meets scenic waterway requirements. Salvage needs to occur as soon as possible before the rainy season begins. Revegetation of conifer seedlings is scheduled to be completed this winter but the property owner was given a year to complete the operation and fulfill the conifer planting obligation. Property owner will be leaving all hardwoods which may re-sprout or live. The area is not visible from the river due to topography and other private lands between the property and waterway. A large amount of vegetative cover also conceals the property.

On October 8, 2020 a Notification of Intent (9-410-20) was approved for Linda Kessler to salvage 2.5 acres of fire-killed conifers within the Upper Clackamas River Scenic Waterway. The approval was given because the salvage work meets scenic waterway requirements. Salvage needs to occur as soon as possible before the rainy season begins. Revegetation of conifer seedlings is scheduled to be completed this winter but the property owner was given a year to complete the operation and fulfill the conifer planting obligation. The property owner will be leaving all hardwoods which may re-sprout or live. The area is not visible from the river due to topography and other private lands between the property and waterway. A large amount of vegetative cover also conceals the property.

On October 9, 2020, a Notification of Intent (2A-262-20) was approved for Caio and Kristine Dunson to construct a replacement dwelling, remove of one juniper tree, and conduct grading to improve drainage on their property on the Middle Deschutes State Scenic Waterway. This activity was approved because while it is setback less than 100 feet, is it in the same general footprint as the existing home (slightly further back than the home being replaced) and meets all other requirements set in rule for this section of the scenic waterway.

On October 10, 2020, a Notification of Intent (17-70-20) was approved for John and Kathleen Waite to construct a replacement home that was burnt by the recent Archie Creek Fire including construction of an access road and removal of burnt trees and vegetation. This activity was approved because it is in the same general footprint as the home lost to the fire and meets all other requirements set in rule for this section of the scenic waterway.

On October 15, 2020, a Notification of Intent (2B-1067-20) was approved for James and Rhonda Lukich to construct a replacement shop/office on their property on the Upper Deschutes River. This activity was approved because it is in the same general footprint as the existing shop and meets all other requirements set in rule for this section of the scenic waterway.

On October 16, 2020 a Notification of Intent (2B-1067-20) was approved for Charles Crowell and Rose Kemper to construct an at-grade seating area and native landscaping on their property on the Upper Deschutes River. This activity was approved because it will not be visible from the river, is proposed with native plants and meets all other requirements set in rule for this section of the scenic waterway. The homeowners have also agreed to plant at least one ponderosa which was removed erroneously with the construction of the home (NOI 2B-1043-19), which will improve screening of the residence from the river.

On October 16, 2020, a Notification of Intent (2-214-20) was approved for Fitzpatrick Homestead LLC to construct a replacement shed that was burnt by a fire on the Lower Deschutes Scenic Waterway. This activity was approved because it is in the same footprint as the shed lost to the fire and meets all other requirements set in rule for this section of the scenic waterway.

### **OCEAN SHORES ALTERATION DECISIONS**

On September 17, 2020, Ocean Shore Permit #2931-20 was approved for Steve and Sally Michaelis, to construct a vegetated soil burrito-type of shoreline protective structure along the ocean shore. The proposed structure would be placed along 114 feet of shoreline with a height of approximately 15 feet, a width of approximately 15 feet, and a slope of 1H:1V (horizontal:vertical). The project includes a total of approximately 483 cubic yards of soil material, wrapped in a double layer of jute fabric material covered with a minimum of 16" of sand, then planted with a mixture of European and native beach grasses for sand stabilization and to minimize visual impacts of the completed project. The Michaelis property is located at 3188 Pacific Street in Cannon Beach, and the subject property is identified on Clatsop County Assessor's Map #5-10-31DA as Tax Lot 2200.

### **TIMBER HARVEST REVENUE**

There were no timber harvest revenues during this reporting period.

**Prior Action by the Commission:** None

**Action Requested:** None

**Attachments:** None

**Prepared by:** Stewardship Section Staff

## Oregon Parks and Recreation Commission

November 18, 2020

## Agenda Item: 10b Information

## Topic: Annual KPM Report

Presented by: Tanya Crane, Budget Manager

Attached is the 2020 Key Performance Measure Report completed, approved by the Director and submitted to the Legislative Fiscal Office (LFO) and the Department of Administrative Services, Chief Financial Office (DAS CFO) on September 14, 2020.

**Prior Action by Commission:** 2019-21 Key Performance Measures were approved in April 2018.

**Action Requested:** None.

**Attachments:** Final 2020 KPM Report.

**Prepared by:** Tanya Crane

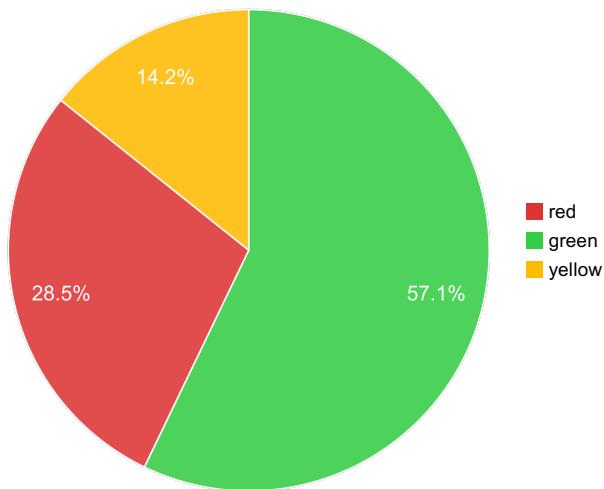
# **Parks and Recreation Department**

Annual Performance Progress Report

Reporting Year 2020

Published: 9/14/2020 10:28:49 AM

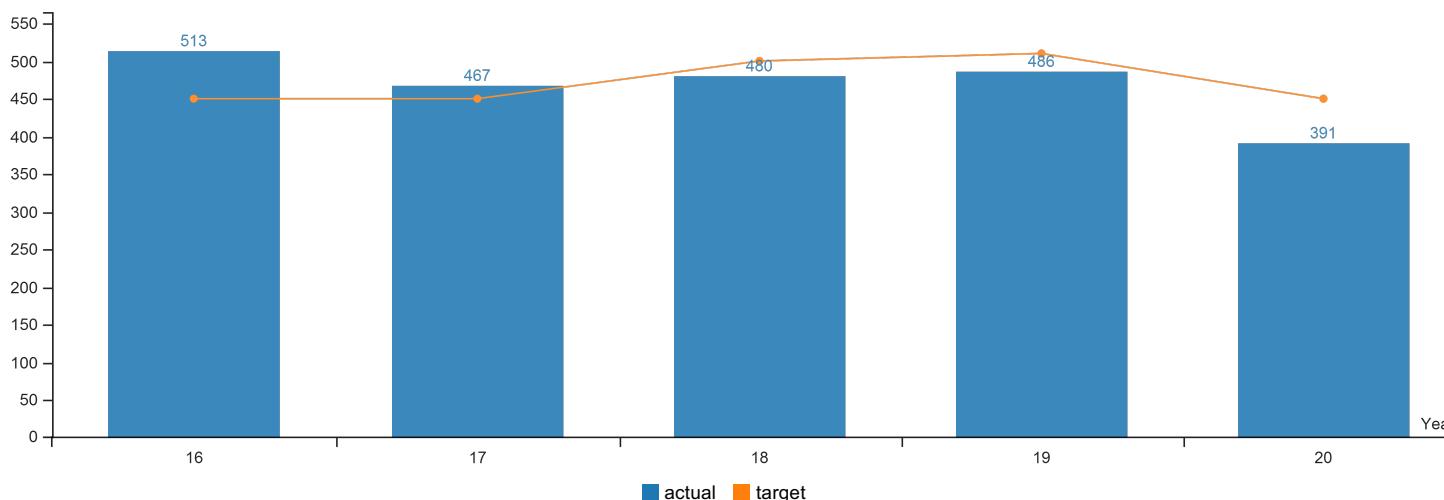
KPM #	Approved Key Performance Measures (KPMs)
1	PARK VISITATION - Visitors per acre of Oregon Parks and Recreation Department property.
2	HERITAGE PROGRAM BENEFITS - Number of properties, sites, or districts that benefit from an OPRD-managed heritage program.
3	Grant Programs - Percent of Oregon communities 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%	14.29%	28.57%

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	2016	2017	2018	2019	2020
<b>Visitors Per Acre of Oregon Parks and Recreation Department Property</b>					
Actual	513	467	480	486	391
Target	450	450	500	510	450

#### How Are We Doing

FY2020 results are 391 visitors per acre which is a 19.5% decrease from 486 visitors per acre in FY 2019 and is below the target of 450 per acre. The main contributing factor to this decrease is a large decline in visitation. 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 2020 was 44.2 million, a 19.6% decrease from FY 2019.

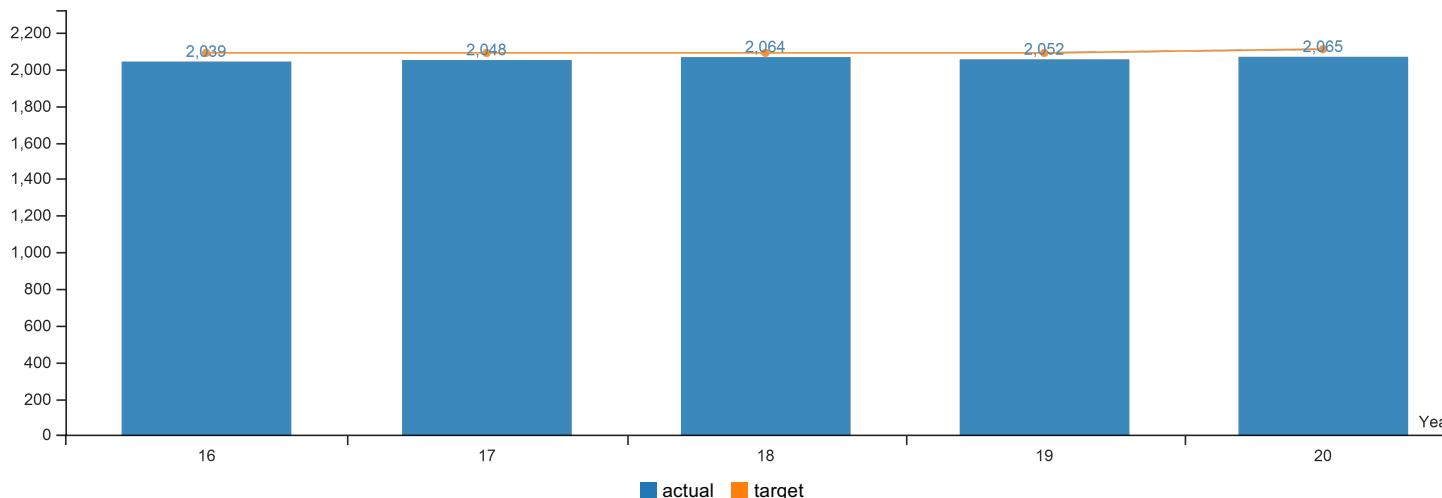
#### Factors Affecting Results

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). Factors affecting the denominator (acreage) include availability of land for acquisition (from willing sellers) and availability of funds for the purchase.

However, FY2020 attendance was impacted by the COVID-19 pandemic. Oregon State Parks were closed on March 23, 2020 for the safety of staff and visitors. Parks slowly began to re-open May 15, 2020 with Day Use first followed by Overnight Camping June 9, 2020. April and May Day Use and overnight visits were 9,073,898 per year on average from 2017 through 2019.

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	2016	2017	2018	2019	2020
<b>Number of Properties, Sites, or Districts That Benefit From an OPRD-Managed Heritage Program</b>					
Actual	2,039	2,048	2,064	2,052	2,065
Target	2,087	2,087	2,087	2,087	2,107

#### How Are We Doing

Oregon continues to perform well when compared against neighboring western states, listing more properties in the National Register than either Idaho or Nevada and having the second highest total number of listed properties among the compared states. Oregon recognized just 10 fewer properties than Washington, a more populous state with similar historic resources.

Thirteen new properties were added to the list in Oregon including Jacksonville's popular park and performance venue Britt Gardens (the former homestead of photographer, agricultural innovator and renowned capitalist Peter Britt). Also listed was the Oregon Supreme Court Building in Salem. Both efforts enjoyed overwhelming community support. The National Park Service listed the Army Corps of Engineers Road System at Crater Lake which is a tourist route that predates the existing Rim Drive and is an example of early modern road engineering.

A total of 2,065 properties, including 133 historic districts, located across the state's 36 counties and representing many aspects of Oregon's rich history are now listed in the National Register.

#### Factors Affecting Results

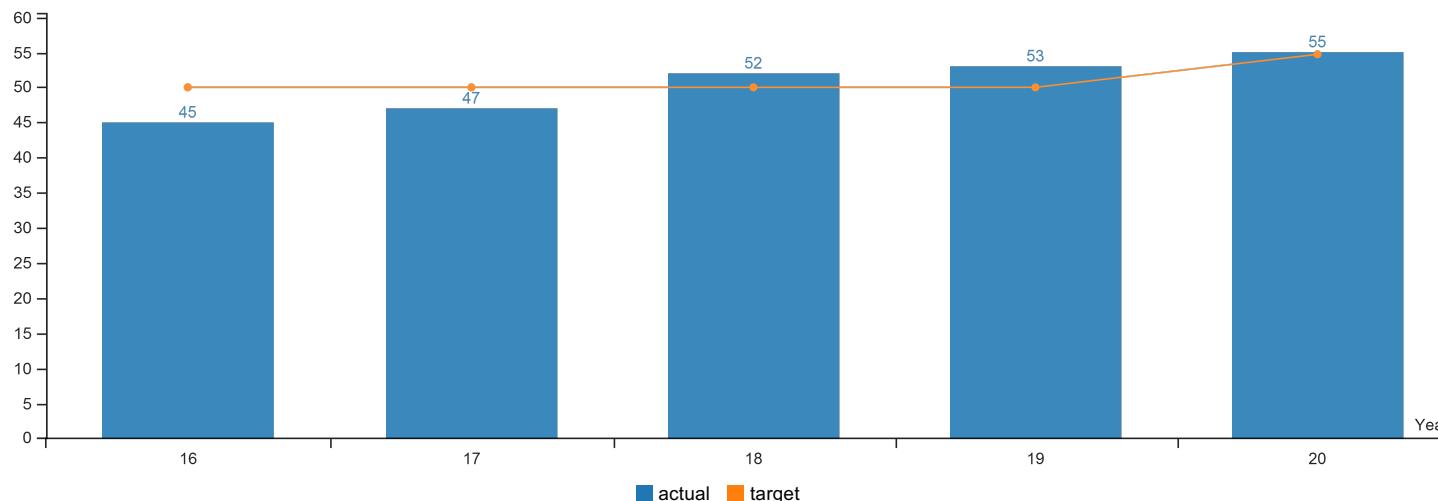
The overall numbers of new designations is relatively steady in comparative states over the last several years. Oregon saw a modest increase in the total number of properties listed in the Register due to outreach efforts and the completion of several time consuming projects. By the end of the fiscal year 2019-2020, several projects were close to completion but had not yet been listed in the National Register. These will be counted in the fiscal year 2020-2021.

Efforts over the last year under the Oregon Historic Preservation Plan focused on reaching out to non-traditional customers and underrepresented populations to achieve greater geographic and thematic diversity in the stories represented by our recognized historic places. Nominations to the Register that are either already listed or expected to be listed early in fiscal year 2020-2021 include

Darcelle's XV Night Club in Portland, an important LGBTQ gathering place, the Folgelquist House, associated with the Swedish American Community, and the Billy Webb Elks Lodge, a community gathering place, social club, and hub of civil rights activism for Portland's African American community. Projects planned for fiscal year 2021-2022 include the Mallory Avenue Church, which is associated with the African American community in Portland, and a statewide study to document the African American experience in Oregon. It is expected that the study will enable the recognition of many more places important to this community.

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	2016	2017	2018	2019	2020
<b>Percent of Oregon communities that benefit from an OPRD-managed grant program</b>					
Actual	45%	47%	52%	53%	55%
Target	50%	50%	50%	50%	54.70%

#### How Are We Doing

FY 2020 results include an unduplicated count of the number of communities that were awarded Department grants for FY 2019 and FY 2020. Results show that 55% of Oregon communities (151 of 277) have benefited from an OPRD managed grant program over this time period. This year's percentage is higher than the 53% reported last 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.

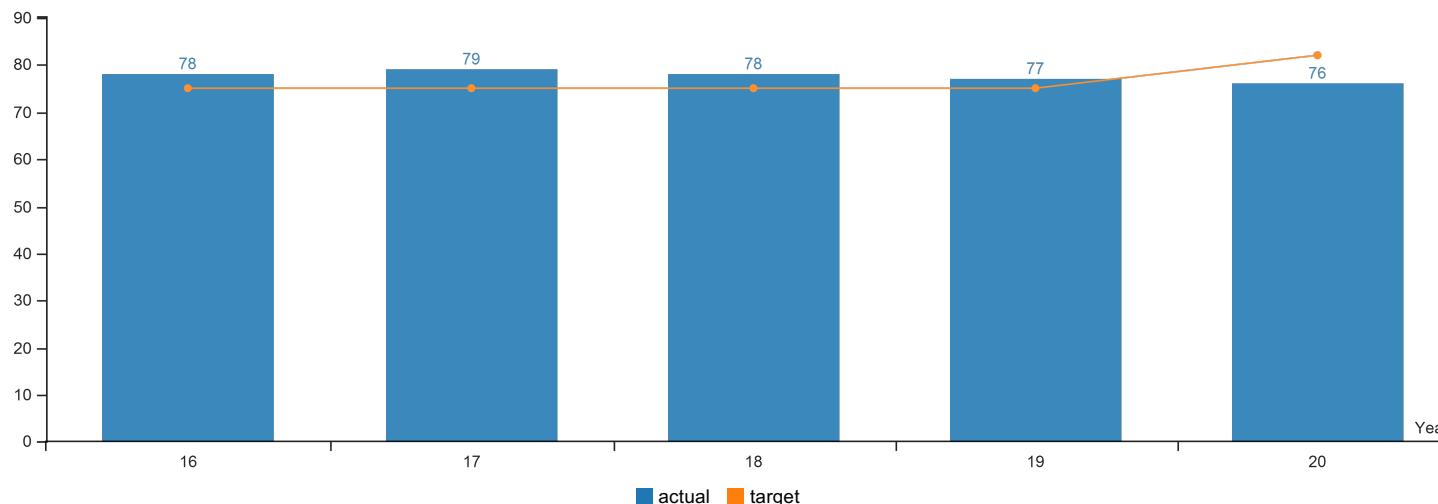
All grant awards approved by the Oregon Parks and Recreation Commission are included; however, some awards may be canceled due to reduced funding as a result of the COVID-19 pandemic.

#### Factors Affecting Results

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

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

\* Upward Trend = positive result



Report Year	2016	2017	2018	2019	2020
<b>Park Lands and Waters Acquired by OPRD as a Percentage of Total Goal</b>					
Actual	78%	79%	78%	77%	76%
Target	75%	75%	75%	75%	82%

#### How Are We Doing

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

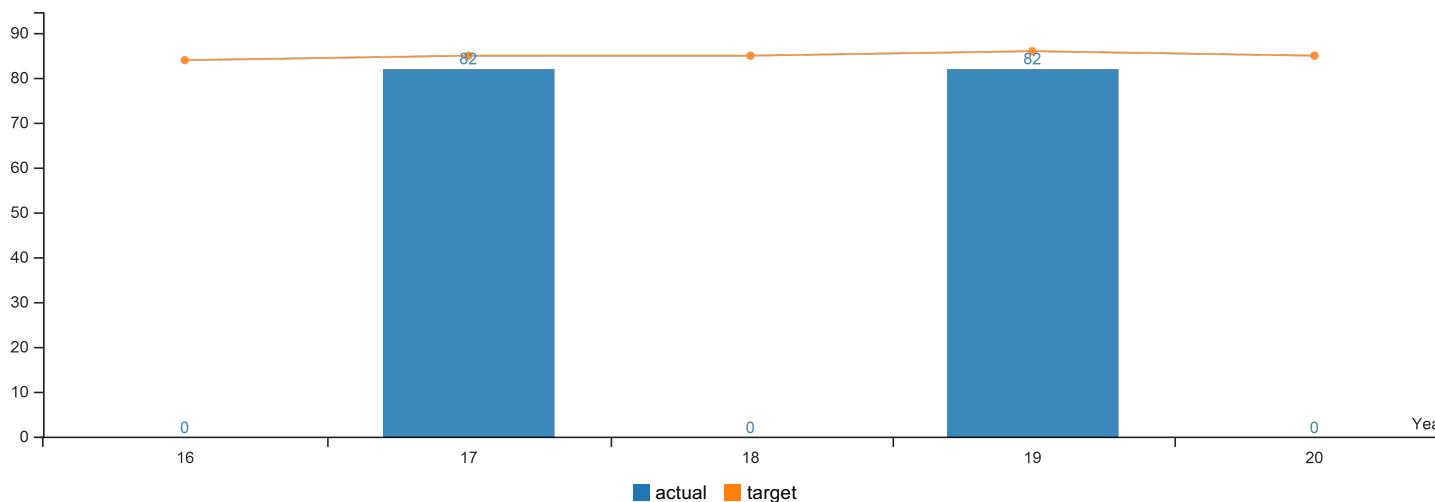
FY2020 results indicate that the agency was at 76% of the total goal and below the target of 82%. Results are decreased slightly from last year since park acreage actually declined as Oregon's population continues to increase.

#### Factors Affecting Results

Oregon's population has been increasing at a higher rate than other states which impacts the denominator of the calculation. Acquisition of property is affected by the availability of land meeting agency criteria, the availability of adequate funds to purchase property and real estate prices. The COVID-19 pandemic will limit funding available to purchase new properties.

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

\* Upward Trend = positive result



Report Year	2016	2017	2018	2019	2020
<b>Percent Reduction in Facilities Backlog</b>					
Actual	No Data	82%	0%	82%	0%
Target	84%	85%	85%	86%	85%

#### How Are We Doing

While data is tracked continuously, it is reported biennially, with the next reporting of data scheduled for the end of FY 2021. The financial impacts of the COVID-19 pandemic has allowed OPRD to look at maintenance differently. The Department is currently evaluating the needs for preventive, minor and major maintenance of current facilities. Maintenance needs have changed in the years since the original backlog list was created.

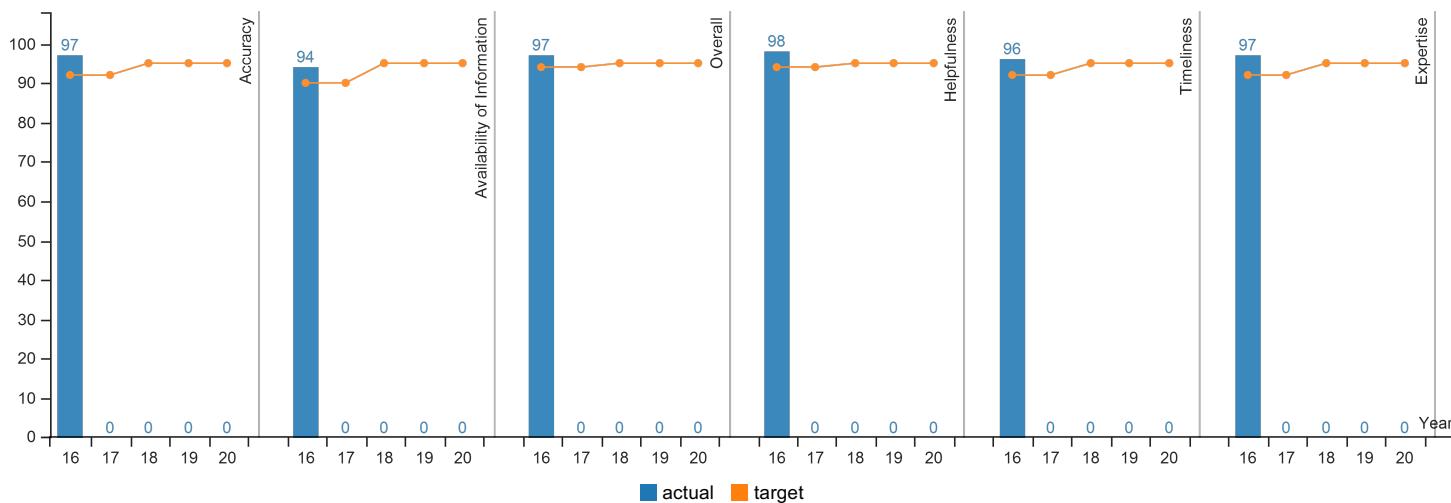
#### Factors Affecting Results

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 are arising that need more immediate funding and the Department feels this list should be evaluated and updated more frequently.

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	2016	2017	2018	2019	2020
<b>Accuracy</b>					
Actual	97%	No Data	0%	0%	0%
Target	92%	92%	95%	95%	95%
<b>Availability of Information</b>					
Actual	94%	No Data	0%	0%	0%
Target	90%	90%	95%	95%	95%
<b>Overall</b>					
Actual	97%	No Data	0%	0%	0%
Target	94%	94%	95%	95%	95%
<b>Helpfulness</b>					
Actual	98%	No Data	0%	0%	0%
Target	94%	94%	95%	95%	95%
<b>Timeliness</b>					
Actual	96%	No Data	0%	0%	0%
Target	92%	92%	95%	95%	95%
<b>Expertise</b>					
Actual	97%	No Data	0%	0%	0%
Target	92%	92%	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 2021. 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.

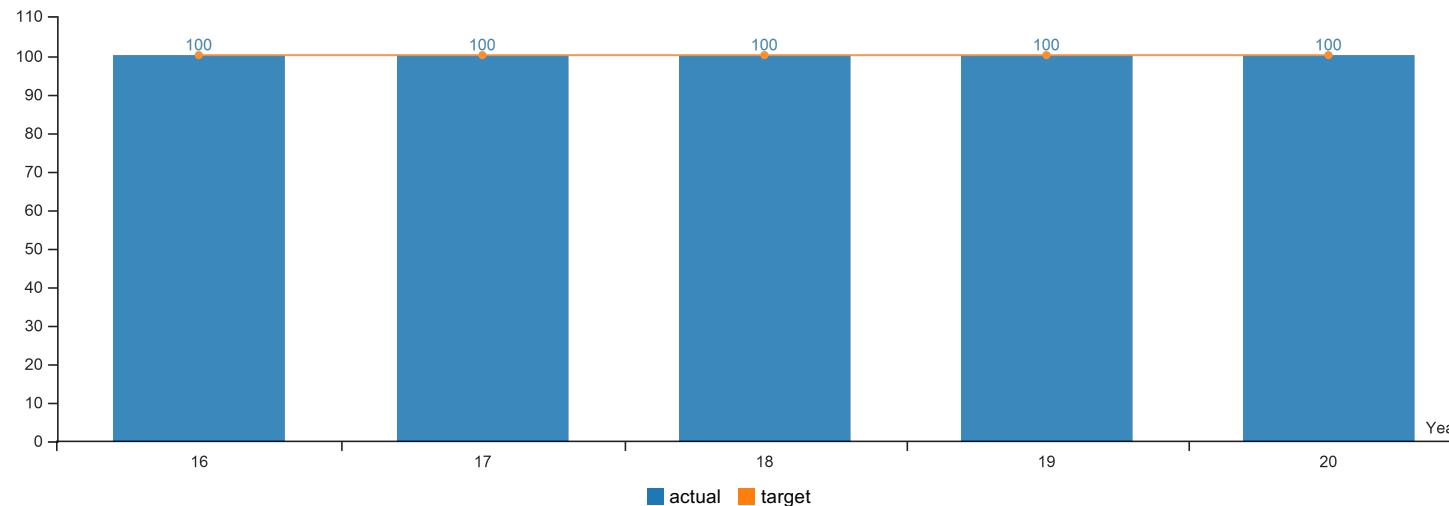
There will be a gap in the data until a new system produces results.

#### **Factors Affecting Results**

Satisfaction drops when parks are crowded, even when quality of service remains high.

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

\* Upward Trend = positive result



Report Year	2016	2017	2018	2019	2020
<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. The most recent data applies to FY 2020.

#### Factors Affecting Results

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

**2021**

**Oregon Parks and Recreation Commission**  
**DRAFT - Planning Dates**

**January**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**February**

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

**March**

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**April**

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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**May**

S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**June**

S	M	T	W	T	F	S
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**July**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**August**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**September**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**October**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**November**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**December**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**2021 Commission Meetings**

February - TBD  
April - TBD  
June - TBD  
September - TBD  
November - TBD

Contact: Denise Warburton 503-986-0719

Revision Date: 08/18/2020

**Huddle Meetings**

Packet Materials DUE!  
Agenda & Packet Posted to OPRD Site  
Mail Out Packets  
State Holidays  
Presentation Material Due/Business Meeting  
All Managers Meeting TBD  
Leadership Group Meeting TBD  
Legislative Days  
Legislative Session Jan 19th - June 27th