



# OREGON PARKS AND RECREATION COMMISSION

June 29, 2016

Best Western Boulder Falls Conference Center  
505/605 Mullins Drive  
Lebanon, Oregon 97355

## DRAFT MINUTES

Wednesday, June 29, 2016 -

### WORK-SESSION / TRAINING: 8:00am

- 2017-19 Budget Development

### EXECUTIVE SESSION: 9:30am

*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: 10:45am

### PRESENT COMMISSIONERS AND STAFF:

- Cal Mukumoto Commission Chair
- Brad Chalfant, Commission Vice-Chair
- Lisa Dawson Commissioner
- Wendy Veliz, Commissioner
- Jennifer H. Allen, Commissioner
- Jonathan Blasher, Commissioner (excused at 12:30pm)
- Robin Risley, Commissioner (excused from meeting)
- Steve Shipsey, Commission Counsel, Department of Justice
- Lisa Sumption, OPRD Director
- MG Devereux, OPRD Deputy Director
- Jen Busey, OPRD
- Chris Havel, OPRD
- Scott Nebeker, OPRD
- David Stipe, OPRD
- Cliff Serres, OPRD
- Tanya Crane, OPRD
- Kevin Price, OPRD
- Claudia Ciobano, OPRD
- Alexandra Phillips, OPRD
- Kammie Bunes, OPRD
- Trevor Taylor, OPRD
- Dennis Comfort, OPRD
- Jerry Winegar, OPRD

## 1. Commission Business

- a) Welcome and introductions (Information)
- b) Approval of April 2016 Minutes and Recap of Actions (**Action**)

**ACTION: Commissioner Chalfant moved to approve the April commission minutes. Commissioner Dawson seconded. The motion passed, 6-0. (00:02:42)**

- c) Approval of June 2016 Agenda (**Action**)

**ACTION: Commissioner Allen moved to approve the June commission agenda. Commissioner Chalfant seconded. The motion passed, 6-0. (00:03:08)**

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

*If you wish to make public comment on an agenda item you can choose to make your comment either when the item is heard, or during this allotted time. Although written testimony is not required, it is suggested that 15 copies be provided to the Commission Assistant prior to the meeting. **Speaking time is limited to 3 minutes.***

## 3. Director's Update

## 4. Consent Calendar (**Action**)

- a) Approval of Delegated Authority Report
  1. Contracts
  2. Report of Actions Taken under Delegated Authority for Natural Resources Management from April 13, 2016 through May 19, 2016
  3. Recreation Trail Program Grant Awards
  4. All-Terrain Vehicle Grant Awards
  5. Local Government Grant Program Awards (large grants only)

**ACTION: Commissioner Allen moved to approve the consent calendar. Commissioner Chalfant seconded. The motion passed, 6-0. (00:38:52)**

## 5. Budget

- a) 2015-17 Budget Update (Information)
- b) 2017-19 Legislative Concepts (**Action**)

**ACTION: Commissioner Dawson moved to approve the 2017-19 Legislative Concepts. Commissioner Veliz seconded. The motion passed, 6-0. (00:49:00)**

- c) 2017-19 Agency Request Budget Approval (**Action**)

**ACTION: Commissioner Chalfant moved to approve the 2017-19 agency request budget. Commissioner Veliz seconded. The motion passed, 6-0. (01:00:33)**

## 6. Property

- a) Sumpter Valley Dredge – Transfer of Wright House to City of Sumpter (Information)
- b) Booth State Scenic Corridor – ODOT Highway ROW Acquisition (Information)

## 7. Community Engagement

- a) Metolius Scenic Bikeway – Remove Designation (**Action**)

**ACTION:** Commissioner Chalfant moved to remove designation from Metolius Loops Scenic Bikeway. Commissioner Allen seconded. The motion passed, 6-0. (01:10:25)

- b) Oregon Outback Proposed Bikeway Designation Vote (**Action**)

**ACTION:** Commissioner Blasher moved to approve the Oregon Outback Scenic Bikeway. Commissioner Allen seconded. The motion passed, 6-0. (01:18:45)

- c) Oregon Recreation Trails Advisory Committee Appointment (**Action**)

**ACTION:** Commissioner Dawson moved to approve recommended appointment for the ORTAC congressional district 2 representative. Commissioner Allen seconded. The motion passed, 6-0. (01:22:08)

## 8. Engineering

- a) Two Construction Contract Award Approvals (**Action**)

**ACTION:** Commissioner Chalfant moved to approve awarding a contract to Wellens Farwell Inc in the amount of \$1,148,128.00. Commissioner Dawson seconded. The motion passed, 5-0. (01:36:20)

**ACTION:** Commissioner Chalfant moved to provide conditional approval of an award to the apparent low bidder for repair of damaged Sandy Beach Dock and Debris Boom, in the event the apparent low bid is greater than \$500,000. Approval would be conditioned on criteria noted immediately below, including an additional fourth criteria. Commissioner Veliz seconded. The motion passed, 5-0. (01:45:25)

- *Contractor meets all OPRD criteria for determining the lowest responsive, responsible bidder including but not limited to having capacity to perform the stated work, ability to meet all contract insurance and bonding requirements, and Contractor is in good standing with the Construction Contractors Board.*
- *In the event of a bid protest, OPRD staff has worked with the Department of Justice (DOJ) to resolve the protest issue and can provide a recommendation for award.*
- *Sufficient OPRD funds are available to complete the work.*
- *Bid is not to exceed \$800,000 without Commission review.*

## 9. Planning

- a) ODOT IGA, Latourell Falls Trail Project – Approval to Sign (**Action**)

**ACTION:** Commissioner Chalfant moved to approval signature of Latourell Falls Trail Project IGA. Commissioner Dawson seconded. The motion passed, 5-0. (01:49:48)

- b) Sitka Sedge Master Plan Update (Information)

## 10. Rulemaking

- a) Request to adopt OAR 736-015, Reservations (Action)

**ACTION: Commissioner Allen moved to approve the revisions to OAR 736-015. Commissioner Dawson seconded. The motion passed, 5-0. (02:03:28)**

## 11. Reports

- a) ATV 30 Year Celebration (Information)
- b) Succor Creek FEMA Grant (Information)

## 12. Commission Planning Calendar (Information)

Meeting ended at 1:16pm.

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 Jennifer Busey at (503) 986-0719 or [jen.busey@oregon.gov](mailto:jen.busey@oregon.gov) at least 72 hours prior to the start of the meeting.



# OREGON PARKS AND RECREATION COMMISSION

September 13-14, 2016

Bend, Oregon

## AGENDA

### Tuesday, September 13, 2016 -

Location: Hollinshead Barn at 1235 NE Jones Road, Bend, 97701

#### TOUR 8:00am

- Smith Rock State Park and other area sites/partnerships TBA

#### WORK-SESSION / TRAINING: 1:30pm

- Dialog and information sharing with the Director of Washington State Parks
- Legacy Property Planning
- Best Practices Overview

### Wednesday, September 14, 2016 -

Location: Riverbend Community Room at 799 SW Columbia Street, Bend, 97701

#### 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

##### 1. Commission Business

- a) Welcome and introductions (Information)
- b) Approval of June 2016 Minutes and Recap of Actions (**Action**)
- c) Approval of September 2016 Agenda (**Action**)

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

*If you wish to make public comment on an agenda item you can choose to make your comment either when the item is heard, or during this allotted time. Although written testimony is not required, it is suggested that 15 copies be provided to the Commission Assistant prior to the meeting. **Speaking time is limited to 3 minutes.***

##### 3. Director's Update

- a) Audits
  1. Annual Audit Committee Update (Information)
  2. Updating the Audit Committee Charter (**Action**)
- b) Cape Kiwanda update (Information)
- c) Frenchglen corrals update (Information)
- d) Financial donation approval (**Action**) *[brief in progress]*

#### **4. Consent Calendar (Action)**

- a) Approval of Delegated Authority Report
  1. Contracts
  2. Report of Actions Taken under Delegated Authority for Natural Resources Management from May 19, 2016 through August 20, 2016
  3. Local Government Grant Program Grant Awards (small grants only)
  4. Local Government Grant Program Planning Grants

#### **5. Budget**

- a) Budget Update (Information)

#### **6. Property**

- a) Brian Booth State Park – Forest Reserve Acquisition (Information)

#### **7. Community Engagement**

- a) ATV 30 Year Recognition (Information)
- b) Salmonberry Trail (Information)
- c) Outdoor Recreation Means Business update (Information)
- d) Upper Deschutes State Scenic Waterway review (Information)

#### **8. Heritage**

- a) Heritage Division Update (Information)
- b) Oregon Supreme Court Clarifies State Preservation Law (Information)

#### **9. Planning**

- a) Sitka Sedge State Natural Area Master Plan (**Action**)

#### **10. Rulemaking**

- a) OAR 736-015 changes to reservation program (**Action**)
- b) OAR 736-056 Main Street Grant Program (**Action**)

#### **11. Stewardship**

- a) Report on Strategic Action Plan for Natural Resource Management for parks in the Willamette Basin

#### **12. Reports**

- a) SB192 Report – Operating ATV's on State Highways (Information)
- b) Bates Pond update (Information)

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

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 Jennifer Busey at (503) 986-0719 or [jen.busey@oregon.gov](mailto:jen.busey@oregon.gov) at least 72 hours prior to the start of the meeting.