



**OREGON PARKS AND RECREATION COMMISSION**

**June 12 & 13, 2018**

**Harney County Chamber of Commerce**

**484 N Broadway Ave**

**Burns, OR 97720**

**DRAFT MINUTES**

**Tuesday, June 12, 2018**

*Location: Frenchglen, Oregon*

**WORK-SESSION / TRAINING: 7:30am**

**Budget preliminary revenues, expenditures, cash flow, and policy package**

**TOUR: 8:30am**

**Steens Mountain, BLM Campgrounds, Peter French Round Barn**

**COMMUNITY OPEN HOUSE: 3:00pm – 5:00pm**

**Wednesday, June 13, 2018**

*Location: Harney County Chamber of Commerce*

**EXECUTIVE SESSION: 8:15am**

*The Commission met 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: 9:30am**

• Cal Mukumoto, Commission Chair	• MG Devereux, OPRD Deputy Director
• Jennifer H. Allen, Commission Vice-Chair	• Denise Warburton, OPRD
• Lisa Dawson, Commission	• Chris Havel, OPRD
• Jonathan Blasher, Commission	• Tanya Crane, OPRD
• Doug Deur – Commission	• Tracy Loudon, OPRD
• Vicki Berger, Commission	• Kammie Bunes, OPRD
• Steve Grasty, Commission	• Chas Vangenderen, OPRD
• Steve Shipsey, Counsel for Commission, DOJ	• Scott Nebeker, OPRD
• Lisa Sumption, OPRD Director	

**1. Commission Business:**

- a) Welcome and Introductions
- b) Director Appointment

**ACTION: Commissioner Allen moved to approve reappointing Director Lisa Sumption. Commissioner Berger seconded. The motion passed, 7-0. (Topic starts 00:05:26 and ends 00:07:06)**

- c) Approval of November 2017 Minutes

**ACTION: Commissioner Berger moved to approve the April 2018 minutes with the correction of attendance. Commissioner Grasty seconded. The motion passed 7-0. (Topic starts 00:08:23 and ends 00:09:42)**

- d) Approval of February 2018 Agenda

**Action: Commissioner Grasty moved to approve the June agenda. Commissioner Blasher seconded. The motion passed, 7-0. (Topic starts 00:09:44 and ends at 00:10:07).**

**2. Public Comment:** Forest Keady, Historic Central Hotel

**3. Director's Update:**

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

**4. Budget**

- a) 2017-19 Budget Update
- b) 2019-21 Budget Approval

**Action: Commissioner Grasty moved to approve and submit 2019-21 budget with the correction of the dollar figure in 4b as recommended. Commissioner Allen seconded. The motion passed, 7-0. (Topic starts 00:40:00 and ends at 00:049:54).**

**5. Property**

- a) Silver Falls – Quitclaim Deed

**Action: Commissioner Blasher moved to approve Quitclaim deed as recommended. Commissioner Deur seconded. The motion passed, 7-0. (Topic starts 00:51:25 and ends at 01:00:11).**

- b) Port Oxford Cedar – Deed Releasing Use Covenant

**Action: Commissioner Dawson moved to approve Deed Release Use Covenant as recommended. Commissioner Berger seconded. The motion passed, 7-0. (Topic starts 01:00:42 and ends at 01:10:10).**

- c) Carl G Washburne – Exchange
- d) Milo McIver – Accept Easement

**Action: Commissioner Berger moved to approve to accept an easement from PGE to facilitate improvements needed to an underground waterline servicing the Clackamas Hatchery. Staff to confirm that if hatchery ceases operation OPRD is not responsible for the water supply line or hatchery. Commissioner Grasty seconded. The motion passed, 7-0. (Topic starts 01:13:28 and ends at 01:22:40).**

## 6. Community Engagement

- a) Nehalem Scenic Waterway

**Action: Commissioner Deur moved to accept the Nehalem Scenic Waterway Study as recommended. Commissioner Berger seconded. The motion passed, 7-0. (Topic starts 01:27:48 and ends at 01:46:24).**

- b) Mitchell Point Trail Design Endorsement

**Action: Commissioner Allen moved to endorse the Mitchell Point Trail Design subject to permit conditions and requirements of the National Scenic Area Act as recommended. Commissioner Blasher seconded. The motion passed, 7-0. (Topic starts 01:47:19 and ends at 02:02:14).**

## 7. Heritage

- a) Heritage Division updates
- b) Veteran's and Memorial Grant Program

**Action: Commissioner Grasty moved to approve the Veteran's and Memorial Grant Programs as recommended. Commissioner Dawson seconded. The motion passed, 7-0. (Topic starts 02:12:33 and ends at 02:16:06).**

## 8. Park Development

- a) Silver Falls Conference Center Bridge Replacement

**Action: Commissioner Berger moved to approve replacement of the Silver Falls Conference Center Bridge as recommended. Commissioner Deur seconded. The motion passed, 7-0. (Topic starts 02:16:40 and ends at 02:19:58).**

## 9. Rulemaking

- a) Request to Adopt Rulemaking – Electric Assisted Bicycles (736-010-0015, 736-010-0026, 736-015-0030, 736-021-0065)

**Action: Commissioner Dawson moved to approve adopting with amendment of removing the second sentence in 3 and adding assisted in title as recommended. Commissioner Allen seconded. The motion passed, 7-0. (Topic starts 02:20:57 and ends at 02:54:37).**

- b) Request to Promulgate Rule
- c) Request to go to Rulemaking – Removing Rates for Ranches (736-015-0015, 736-015-0040)

**Action: Commissioner Berger moved to open rulemaking to remove rates for ranches and to not allow checks for reservations as recommended. Commissioner Blasher seconded. The motion passed, 7-0. (Topic starts 02:56:30 and ends at 03:01:45).**

## 10. Reports

- a) Scenic Waterway Program Notification Actions and Ocean Shore Permits Issued
- b) Contract and Procurement Report

## 11. Commission Planning Calendar

Meeting adjourned at 1:00pm

*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 (503)779-9729 at least 72 hours prior to the start of the meeting.*



## Oregon Parks and Recreation Commission

**September 18 & 19, 2018**

Veterans Memorial Hall

128 S. Main St

Condon, OR 97823

### Draft Agenda

#### **Tuesday, September 18, 2018**

*Location: Cottonwood Canyon*

#### **TOUR:**

**8:30am** Cottonwood Canyon Opening

#### **Wednesday, September 19, 2018**

*Location: Veterans Memorial Hall - Condon, Oregon*

#### **Executive Session: 8:15 a.m.**

*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: 9:30 a.m.**

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

- a) Welcome and Introductions (Information)
- b) June 2018 Minutes (**Action**)
- c) September 2018 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 item on the agenda 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) Office of Outdoor Recreation (Information)
- b) Legislative Update (Information)

### **4. Budget**

- a) 2017-19 Budget update (Information)

### **5. Property**

- a) Floras Lake State Natural Area – Curry County Property (Information)
- b) Neskowin SRS transfer to Tillamook County (**Action**)

### **6. Community Engagement**

- a) Natural Areas Program Registration – Greenbelt Trust's Santiam-Kingston Prairie (**Action**)
- b) ORTAC Council Member (**Action**)
- c) LGGP Grant Recommendation (**Action**)
  - i. Large Grants
  - ii. Small Grants
  - iii. Planning Grants

### **7. Heritage**

- a) Heritage Division Updates (Information)

### **8. Park Development Division**

- a) Construction Contract Awards (**Action**)
- b) Silver Falls Bridge Replacement (Information)
- c) SCORP Update (Information)

### **9. Rulemaking**

- a) Request to adopt rulemaking- Removing ranch rates from rule and eliminate acceptance of checks for reservations (736-015-0015 and 736-015-0040)
- b) Request to adopt rulemaking- Flexible Fees (736-015-0006, 736-015-0020, 736-015-0040)

### **10. Reports**

- a) Scenic Waterway Program Notification Actions and Ocean Shore Permits (Information)
- b) Procurement Report (Information)
- c) Saddle Mountain State Park – Oregon Silverspot Butterfly Reintroduction (Information)

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

- a) 2018 Updated Calendar (Information)
- b) 2019 Calendar Draft (Information)

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## Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item: 3a

Information

Topic: Office of Outdoor Recreation update

Presented by: Cailin O'Brien-Feeney

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The Office of Outdoor Recreation, enabled by a statute passed by the legislature and signed by the Governor in 2017, is now headed by Cailin O'Brien-Feeney, who started work this summer. An extensive network of nonprofits, businesses, and government agencies have a stake in the success of outdoor recreation, and the Office will fill a lead role in supporting and coordinating policy development, legislative proposals, and enacting strategies across these sectors with one mission in mind: to elevate the personal, community, and economic benefits of outdoor recreation for all Oregonians.

Cailin will introduce himself and present preliminary insights on next steps during this brief discussion.

**Prior Action by Commission:** None.

**Action Requested:** None.

**Attachments:** None.

**Prepared by:** Chris Havel

**Oregon Parks and Recreation Commission**

**September 19, 2018**

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Agenda Item: 3b

Information

Topic: Legislative Update

Presented by: Katie Gauthier, Legislative & Policy Coordinator

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**2019 Session Planning**

As an agency we have submitted six legislative concepts approved by the Commission in April. The concepts are in the process of being drafted by legislative counsel. In addition, we have a number of proposed policy option packages you approved in the budget development to present to the Governor for possible inclusion in the Governor’s recommended budget. The attached summary provides a brief description of each proposed legislative concept and policy option package.

Over the next few months, staff will develop additional materials, meet with the Governor’s office and further refine the potential legislative concepts before determining which concepts to move forward for introduction.

**Prior Action by Commission:** Commission approved moving forward with legislative concept submissions in April.

**Action Requested:** Information only

**Prepared by:** Katie Gauthier

**Attachments:** One-page summary of legislative concepts





## Oregon Parks and Recreation Department 2019 Legislative Concepts

### Heritage

#### **Heritage Commission "Commemorations"**

LC 500

The Oregon Heritage Commission is directed to coordinate "statewide anniversary celebrations." *ORS 358.595* To be more inclusive of all Oregon voices in commemorating important anniversaries and expand the types of events that can be recognized, the commission is seeking to have their role changed to coordinating statewide anniversary commemorations.

#### **Special Assessment of Historic Properties**

LC 501

The longest running tax benefit program for historic preservation in the country, first enacted in 1975, is set to sunset in 2020. Currently is available to commercial and residential properties listed in the National Register of Historic Places. We are proposing to extend the sunset until 2023 to provide time for local governments, preservation advocates and other interested parties to work together to develop a program that would target current preservation needs.

### Stewardship

#### **Timber Appraisal Limit**

LC 503

OPRD must get a competitive bid for all timber harvests over \$15,000 in appraised value. This concept would increase the threshold to \$25,000 to match the current limit for Oregon Department of Forestry.

#### **Timber Contracting Requirements**

LC 504

OPRD restoration projects are subject to regulations that increase the cost and complexity of timber harvest operations, often leading to fewer or no bidders for projects of this type. When constructing roads directly associated with timber harvest operations, the Oregon Department of Forestry has an exemption to the Chapter 279 public works contracting requirements. LC 504 would add OPRD to this exemption.

### Community & Grants

#### **ATV Safety Education Cards**

LC 505

To increase safety and decrease confusion, LC 505 proposes safety education cards be required for all ATV riders on public lands. Right now safety education cards are required for operators of all ages in Class I (four-wheelers) and Class III (dirt bikes) and for those under 16 in class IV (side-by-side). Safety concerns are rising as ATV sales, especially, class IV, have increased and more riders are flocking to the sand dunes.

#### **Bicycle/Pedestrian Grants**

LC 506

In HB 2017 from 2017, OPRD was required to reimburse ODOT up to \$4 million for bicycle and pedestrian grants from lottery funds. During the 2018 session, the Joint Transportation Committee Chair agreed to bring back to the 2019 session a solution that would clarify the process to ensure it complies with constitutional requirements for the voter-dedicated lottery funding and address local stakeholder concerns.

## Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item: 4a

Information

Topic: Budget Update

Presented by: Tracy Loudon, Business and Technology Solutions Administrator

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The September 2018 Lottery forecast will be released August 29, 2018 and be provided at the Business meeting.

As noted at the June 2018 meeting, the May 2018 meeting of the Emergency Board was not held due to having a special Legislative session instead. As a result, OPRD's items for that meeting will instead be presented at the September 2018 Emergency board.

OPRD expects to have the following items before Emergency Board at the September 2018 meeting:

- Request increased limitation to spend a donation from the Oregon State Parks Foundation for expansion of Cottonwood Canyon State Park. \$455,448 Other Funds
- Request increased limitation for several Facilities Investment Program projects to be completed in the 2017-19 biennium. \$1,900,000 Lottery Funds
- Request increased limitation for a number of maintenance projects across the park system. \$2,000,000 Total Funds (\$975,600 Lottery Funds, \$1,024,400 Other Funds)
- Request increased limitation for potential property acquisition. \$1,500,000 Lottery Funds
- Request increased limitation for reservation and merchant fees. \$1,208,230 Total Funds (\$589,375 Lottery Funds, \$618,855 Other Funds)
- Request increased limitation related to POST. With new staff, need to hold an additional academy during 2017-19. \$100,000 Total Funds (\$48,870 Lottery Funds, \$51,220 Other Funds)

As of this writing, the Department's 2019-21 Agency Request Budget has been completed in the budget system and passed all audits. Since the budget was approved, there have been a couple changes:

- ODOT sent a new amount for Salmon Plate revenue \$393,967 instead of \$413,962
- Policy Package 105 changed to \$2,502,026 from \$2,502,025 due to a difference in the PICS calculation of the position cost.
- Policy Package 111 changed to \$123,962 from \$320,001 due to a difference in the PICS calculation of the reclassified positions.

The narrative has been completed and sent to the Commission Chair for review and signature; the narrative is due to DAS by September 1, 2018.

As promised in the budget workshop in June, the Department is reporting back on the Management Ratio proposal to be included in the budget. The starting point for the ratio is 11:1 supervisors to non-supervisory employees. After accounting for the geographic spread of park locations, the hours of operation and the amount of non-agency staff (ie hosts, volunteers), ORPD is proposing a ratio of 8:1.

The next step is the Governor's budget. OPRD expects to be working on the Governor's budget in late September, October and November with a budget expected to be published December 1, 2018 if the current Governor is re-elected; if a new Governor is elected, the budget would be published by February 1, 2019. The lottery funds included in the Department's budget will be based on the November 2018 forecast which is due out on November 14, 2018. The Governor's budget will be presented to the Commission at the first meeting of 2019.

**Prior Action by Commission:** The 2017-19 Legislatively Adopted Budget was presented at the September 2017 meeting. An update was presented at the November 2017, February 2018, April 2018 and June 2018 meetings. The 2019-21 Agency Request Budget was approved at the June 2018 meeting.

**Action Requested:** None.

**Attachments:** None.

**Prepared by:** Tanya Crane

## Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item: 5a

Information

Topic: Floras Lake State Natural Area – Curry County Property

Presented by: Kammie Bunes, Right of Way Agent

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In 2016, the Curry County Board of Commissioners (BOC) established a task force to examine a large number of county owned properties and develop recommendations for use or disposal. The BOC considered these recommendations in a series of public hearings and reached decisions for nearly all the properties; however, there was no decision on approximately 500 acres of forestland adjacent to the Floras Lake State Natural Area (SNA). This county property is south of Boice Cope County Park and includes approximately one mile of lake frontage.

The task force recommended the County work with the State or others to retain the property in public ownership for passive recreational use and natural resource conservation. The BOC directed additional community engagement; over 150 participants attended an April 2017 workshop, near the property in Langlois, to consider a variety of uses and management strategies. Each of twelve groups overwhelmingly reached consensus supporting the task force recommendation.

The county nominated this land for inclusion in the State Park system, and OPRD staff reviewed property information. The Department concluded acquiring the entire 500+ acres was infeasible due to a lack of financial resources and staffing capacity. However, there is support for adding the western tax parcel of 70 acres to the existing 1,500-acre SNA. The 70 acres abuts the SNA along two boundary lines. The Oregon Coast Trail (OCT) is located very near one of those boundaries; acquisition of would provide a useful buffer for the OCT and remainder of the SNA. The 70 acres includes an “arm” of the lake, allowing boaters to slip into the “arm” to take a rest from the wind or watch for wildlife; however, the banks are too steep to develop boater access to the SNA. State Parks would manage the land for its scenic qualities enjoyed by local residents and park visitors. OPRD staff made a site visit in July 2018 and confirmed the property would be a good addition.

Due to limited funds, and higher priorities for lottery spending, OPRD suggested an exchange of properties and is currently exploring the suitability of the nearby 32-acre Port Orford Cedar State Scenic Corridor (SSC) property as trade for the county’s 70 acres. Due diligence, including additional information about wetlands, plant communities and an appraisal are underway. The BOC held a workshop on August 8, attended by OPRD staff, and expressed support for their staff to continue due diligence on the 70 acres and consider the SSC or other state park property in exchange.

**Prior Action by Commission:** None

**Action Requested:** None

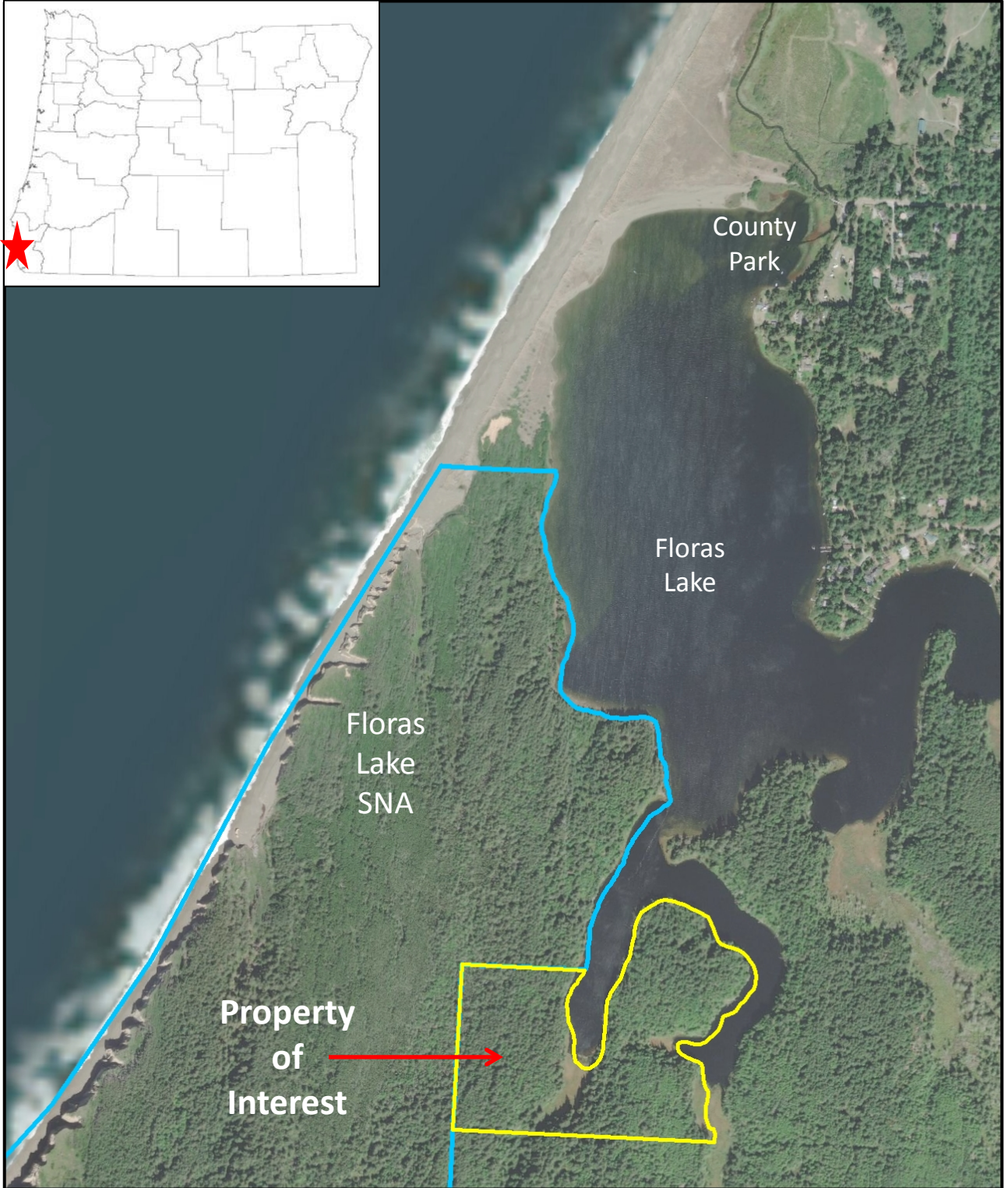
**Attachment:** Map

**Prepared by:** Kammie Bunes, Right of Way Agent

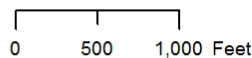
# Floras Lake State Natural Area Curry County 70 acres

OPRC September 19, 2018; Agenda Item 5a Attachment

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



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## Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item: 5b

Action

Topic: Neskowin Beach SRS transfer to Tillamook County

Presented by: Kammie Bunes, Right of Way Agent

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Neskowin Beach State Recreation Site (SRS) has been a part of the Park system since the late 1960's. It lies in southern Tillamook County and consists of approximately 70+/- acres of ocean front lands dedicated to the State with another eight-acre developed area on Highway 101 at the entrance of the town of Neskowin.

The developed area of the site consists of a restroom facility, picnicking and parking area. This site receives approximately 275,000 visits per year and is managed, in part, as a Motorist Rest Opportunity (Highway Rest Area) under an Interagency Agreement with the Department of Transportation (ODOT).

In February of 2017, staff presented the Commission with information regarding a Tillamook County proposal to reconstruct a road known as Hawk Street in order to provide a secondary access road from the community to Highway 101. The portion of this road that impacts OPRD lands was vacated in the 1950's. This vacated road runs from OPRD's parking lot northward to an intersection with Amity Avenue.

The County has been unable to proceed with the reconstruction of this road but would still like to provide some alternative route from the community to Highway 101 for emergency purposes. They are proposing to reconstruct Hawk Street as a Pedestrian Trail, and develop it in such a manner to be capable of occasional vehicular passage. This would allow for a secondary exit from the community in emergency situations.

This OPRD property is encumbered by a federal Land and Water Conservation Fund (LWCF) grant. Although use of the land for the proposed pedestrian trail, with limited emergency only vehicular use, would not trigger a "conversion of use", the transfer of the easement right needed by the County for their proposal does.

OPRD Staff agree there is not a more reasonable alternative available. The emergency use of this "trail" would not only be beneficial to the local community, which has contributed approximately \$100,000 to help pay for the studies necessary to develop this, but it will also benefit the recreating public in an emergency situation.

**Prior Action by Commission:** Informational Agenda Item 6c-February 2017

**Action Requested:** Approve the LWCF conversion of use and the transfer of the 0.05 acre easement to Tillamook County for the purpose of developing a Trail and Emergency access from Neskowin to Highway 101 over OPRD lands.

**Attachments:** Map

**Prepared by:** Alice Beals, Right of Way Agent

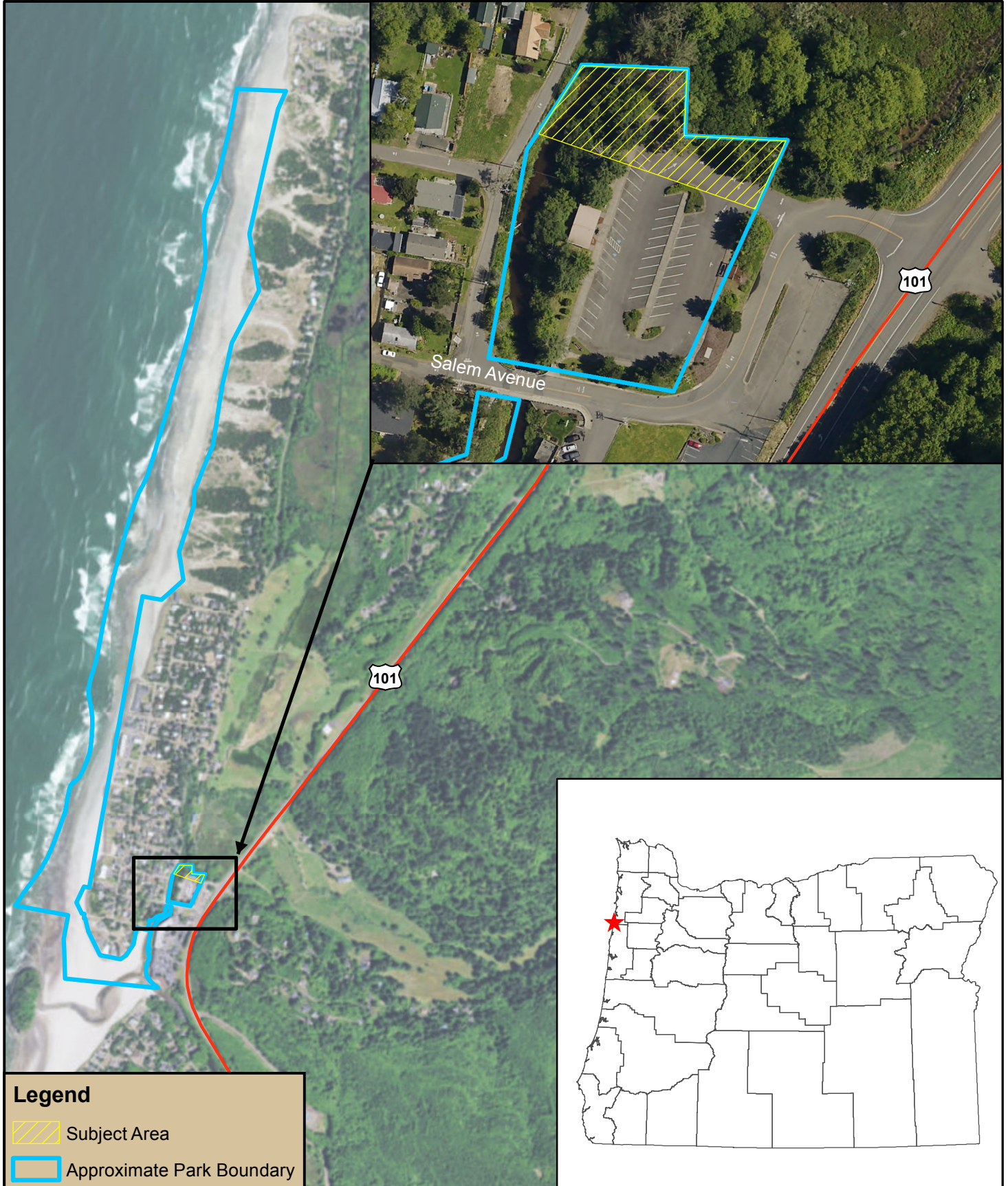
# Neskowin Beach SRS

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



September 19, 2018

Agenda Item 5b



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## Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item: 6a

Action

Topic: Natural Areas Registration – Kingston Hills State Natural Area

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)

Per legislation, 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 regarding registration.

In July of 2018, OPRD staff received a petition to register a private parcel in Linn County. The property is in the process of being transferred to the Greenbelt Land Trust for long term management and restoration. A brief description of the property, its ecological value, context, and reasons for registration are included as an attachment. This property, known as the Kingston Hills property, would form a 406 acre addition to the existing Kingston Prairie Reserve property that is already registered as a State Natural Area, and which was recently transferred to Greenbelt Land Trust. OPRD Staff has reviewed the petition and has concluded that portions of the subject property are of high ecological value and meet the intent of the State Natural Areas Plan. Other portions of the subject property will be restored to high ecological value.

Typical registrations are approved when the size of the natural area is a significant portion of the property. In this case, the existing natural area is a modest portion of the property. However, the commitment and ability of Greenbelt Land Trust to restore the rest of the property to high and unique ecological value

meets the program intent. Because the property will be purchased with Bonneville Power Administration Wildlife Mitigation funds, the Greenbelt Land Trust will be required to complete restoration and will receive an endowment to ensure adequate maintenance of the restoration through time. When fully restored, the property will provide substantial value to the Natural Areas Program, including large tracts of several important natural heritage resources, especially Oregon white oak-Douglas fir/snowberry woodland- #9; Roemer fescue valley grassland- #14, and Oregon ash, black cottonwood and snowberry- #34. Two endangered plant species, Bradshaw's lomatium (*Lomatium bradshawii*) and Willamette Valley daisy (*Erigeron decumbens*) will also be restored to the site.

Because of the existing values and the future restored values of the Kingston Hills property, staff recommend approval of this registration contingent upon successful restoration, to be verified 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 deferral benefits afforded by the program, and result in requirement of payment of all back taxes, including tax benefits that have been accrued through farming by the current property owner<sup>1</sup>. Similarly, denial of registration to the program would require repayment of all back taxes that have been accrued through farming by the current property owner (assuming farming is terminated to allow restoration). Greenbelt Land Trust has indicated that acquisition and restoration is contingent upon this benefit and would likely terminate acquisition efforts if registration is denied. This type of contingent registration, while rare, does have precedent in the program with property owned by The Nature Conservancy in Klamath County. In that situation, as recommended here, registration was contingent upon successful restoration, which was successfully achieved.

**Prior Action by the Commission:** Adjacent property formerly owned by The Nature Conservancy, now Greenbelt Land Trust, was registered by the State Land Board in 1997 (when the State Natural Areas program was administered by the Department of State Lands).

**Action Requested:** Staff recommend that the Commission approve the registration for the entire property contingent upon adequate progress toward habitat restoration in the lower quality areas evaluated after 5 years. Registration may be revoked if, at the 5 year evaluation, progress toward restoration is deemed to be insufficient, unsustainable or unsuccessful by OPRD staff.

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

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<sup>1</sup> Note that this property would not be suitable for "dedication", only "registration". Thus, while Greenbelt Land Trust will not have to pay the back taxes from removing the parcels from EFU, they will not be able to avoid paying regular, open space value property taxes.

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

1. NATURAL AREA NAME: Santiam-Kingston Hills
2. LOCATION: Linn County, about 4 miles south-southeast of Stayton, T9S, R1E, located in Sec. 17, 18, 19 and 20
3. SIZE: 406.19 acres
4. OWNERSHIP: James and Linda Sander (Greenbelt Land Trust)<sup>2</sup>
5. CONSENT OF OWNER (PRIVATE), DATE: July 12, 2018
6. REGISTER CATEGORY: Registered State Natural Area
7. PRINCIPAL NATURAL HERITAGE RESOURCES: Willamette Valley Ecoregion: Douglas fir-bigleaf maple forest with some grand fir- #7; Oregon white oak-Douglas fir/snowberry woodland- #9; Oregon white oak/grass savanna- #11; Oregon white oak/poison oak-snowberry/blue wildrye woodland- #12; Roemer fescue valley grassland- #14; tufted hairgrass valley bottomland prairie, with vernal pools and brush prairie- #24; tufted hairgrass-California oatgrass bottomland prairie- #25; and riparian area dominated by Oregon ash, black cottonwood and snowberry- #34.
8. SPECIAL SPECIES: *Oncorhynchus mykiss* pop. 31 (Steelhead (Upper Willamette River ESU, winter run)); *Oncorhynchus tshawytscha* pop. 23 (Chinook salmon (Upper Willamette River ESU, spring run)); *Oregonichthys crameri* (Oregon chub- adjacent property's backwater habitat supported by year round spring on this natural area); *Actinemys marmorata* (Western pond turtle); *Progne subis* (Purple martin).
9. EVALUATION OF CRITERIA FOR REGISTRATION
  - A. PRIORITY IN PLAN: Willamette Valley (WV) #9 is an unrepresented, High Priority natural area need (page 61). WV #34 is a second unfilled, High Priority need (page 62), and WV #14 is an important type already assumed to be protected at this site. The other listed ecosystem types present, WV #7, 11, 12, 24, and 25 are adequately represented at other locations.
  - B. ADEQUATE REPRESENTATION: Currently, the size, scope and condition of this property provides adequate representation of Willamette Valley type # 7, 11, 25 and 34, the last of which is not represented on a natural area elsewhere in the ecoregion. The high priority ecosystem type # 9 will only be adequately represented after restoration, since its current condition precludes adequate representation.
  - C. DEGREE OF DISTURBANCE: This property contains high quality, minimally disturbed natural habitats, along with areas currently used for agriculture and lacking natural values. All farmland areas at the site will be restored to grassland prairie in the near future. Greenbelt has been highly successful in large scale restoration projects and will have a detailed management plan to address restoration needs.

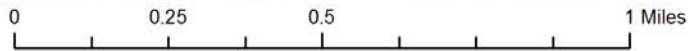
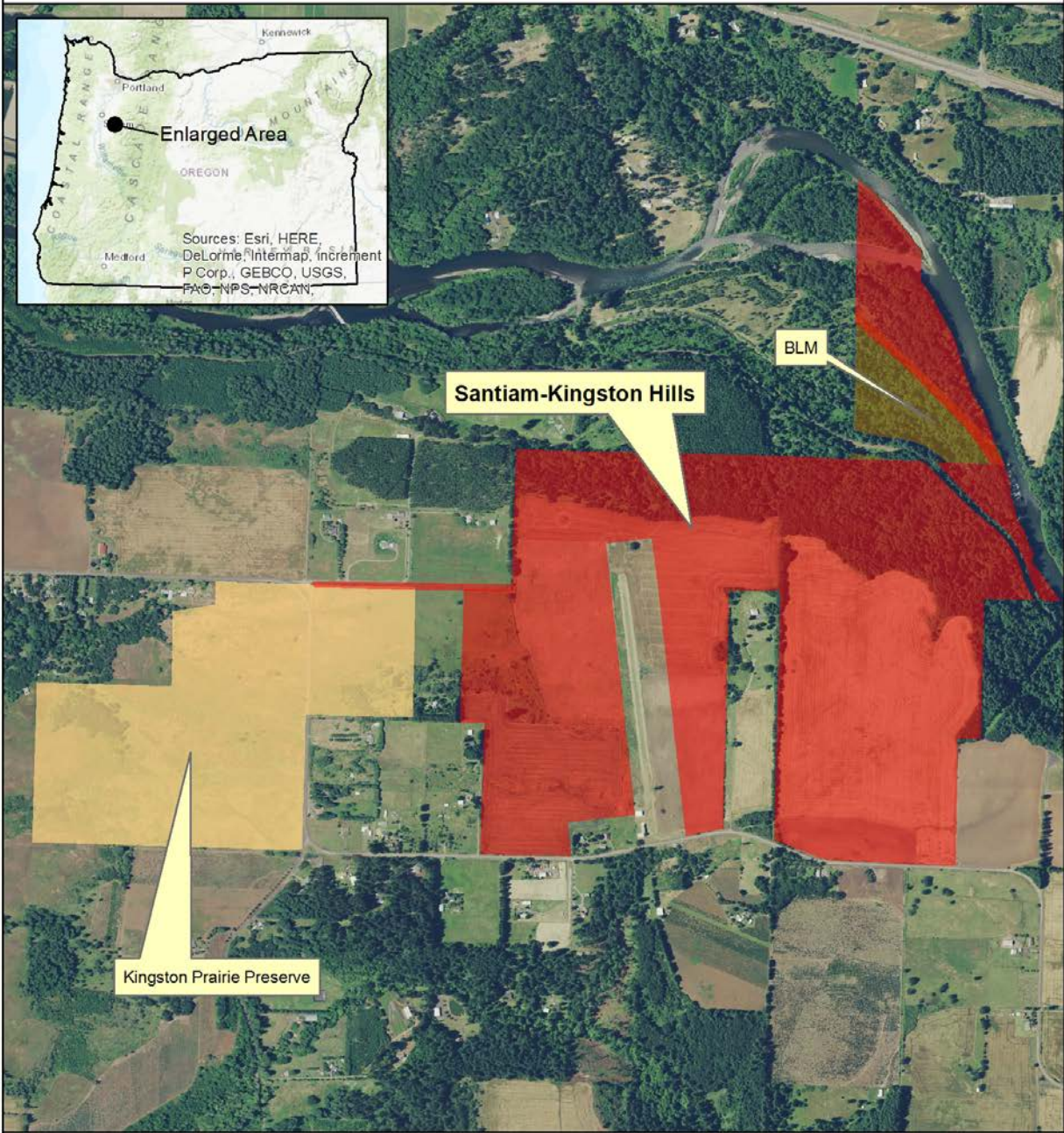
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<sup>2</sup>Greenbelt Land Trust plans to purchase the 406.19 acre property from owners Jim and Linda Sandner no later than January 31st, 2019, and intends to keep this property on the register, and perhaps pursue dedication.

- D. VIABILITY: This site is one property within a complex of other protected lands totaling nearly 1,000 acres of land protected and managed for fish and wildlife.
- E. UNIQUE GEOLOGICAL VALUES: None known.
- F. PRIORITY FOR SPECIAL SPECIES: All three fish species, Steelhead, Chinook salmon and Oregon chub, are priority species on list 1. Western pond turtle and purple martin are also prioritized on list 2 of taxa.
- G. SPECIAL SPECIES PROTECTION CAPABILITY: The site provides incremental protection of an important stretch of the North Santiam River downstream of the Big Cliff and Detroit dams, which provides habitat for recovering Chinook and Steelhead populations, Oregon chub, and Western pond turtles. Its floodplain forest and associated open water provides habitat for purple martin, which is not currently present but likely to occur after restoration. Rare plant species including Bradshaw's lomatium (*Lomatium bradshawii*) and the Willamette Valley daisy (*Erigeron decumbens*), not currently present are likely to occur after restoration of the grassland component of the property primarily due to the connections this property provides to the adjacent high quality prairie habitat at Kingston Prairie Preserve (registered property with the Natural Heritage Program) .
- H. MANAGEABILITY: Greenbelt Land Trust, upon ownership, will manage the property in conjunction with 155-acres of adjacent protected land. The Greenbelt is formulating a management plan to identify appropriate actions to steward and restore the Santiam-Kingston Hills property and to meet the conservation purposes of the project.
10. SPECIAL REMARKS OR COMMENTS: This site reduces fragmentation of habitats by preserving and restoring diverse habitats within a network of protected conservation areas in the North Santiam River watershed and will provide an expansion of the Kingston Prairie Preserve (already registered in the program). The area is within two Conservation Opportunity Areas identified by ODFW: Santiam Confluence (COA 078), and Kingston Prairie-Scio Oak Pine Savanna (COA 079).
12. DATE OF ORBIC STAFF APPROVAL: July 18, 2018.
13. SOURCES OF ADDITIONAL INFORMATION: Oregon Natural Areas Program, PO Box 751, Mailstop: INR, Portland, OR, 97207; Greenbelt Land Trust, PO Box 1721, Corvallis, OR 97339.
14. IMPORTANCE OF THE SITE IN LAY TERMS: Located along the lower North Santiam River, the parcel is a relatively large conservation property for the Willamette Valley. It contains remnants of native vegetation and has the opportunity to restore more native vegetation to create a mosaic of prairies, savannas, oak woodlands, riparian forests, and river channels, all within a complex of other nearby areas dedicated to wildlife conservation. The site hosts a variety of native wildlife including Chinook salmon, winter steelhead, Oregon chub, western pond turtle, and over 50 species of birds documented last spring including purple martin, western meadowlark, yellow-breasted chat, and willow flycatcher, as well as raptors, waterfowl, and neotropical migratory songbirds. Blacktailed deer and Roosevelt elk also inhabit the property and find refuge in the woodlands and riparian forests.

# Santiam-Kingston Hills

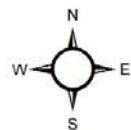
## Benton County, Oregon



Imagery: 2016 National Agriculture Imagery Program

7/18/2018

MXD: U:\GIS\Projects\SantiamKingstonHills\NaturalHeritageProgram.mxd



James A. Sandner and Linda L. Sandner, Trustees  
PO Box 3274  
Alpine, WY 83128

July 12, 2018

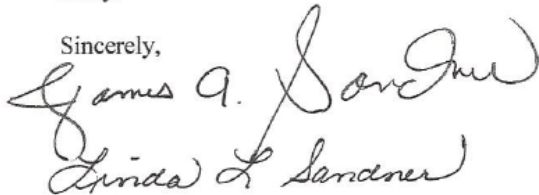
Oregon Parks and Recreation Department  
725 Summer St NE, Suite C  
Salem, OR 97301

Dear Oregon Parks and Recreation Commission,

We, as the Owners of 406.19 acres adjacent to the Kingston Prairie property, request registering our property in the Oregon Register of Natural Heritage Resources. We are working with Greenbelt Land Trust, a non-profit conservation organization, with intent to sell our Property to Greenbelt to protect it for conservation purposes.

The Greenbelt Land Trust has named the property Santiam Kingston Hill, which may act as an extension of Kingston Prairie, a previously registered property. The 406-acre property also includes a range of beautiful habitat including grasslands, riparian forest along the North Santiam River, mixed hardwood/conifer forest, and oak woodlands. The Greenbelt Land Trust is purchasing the property for conservation purposes and intends to manage it for wildlife habitat, passive recreation, and scientific study.

Sincerely,

Handwritten signatures of James A. Sandner and Linda L. Sandner. The signature of James A. Sandner is written in a cursive style, and the signature of Linda L. Sandner is written in a similar cursive style below it.

James A. Sandner and Linda L. Sandner  
Owners

## Oregon Parks and Recreation Commission

### September 19, 2018 Meeting

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Agenda Item: 6b

Action

Topic: Oregon Recreation Trails Advisory Council Appointment

Presented by: Tracy Loudon, Business and Technology Solutions Administrator

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**Background:**

Consistent with ORS 390.977, the Oregon Recreation Trails Advisory Council (ORTAC) is made up of seven members, at least one from each congressional district and not less than two members from separate counties bordering upon the ocean shore. Members of the council are appointed by the commission, serve four-year terms and are eligible for reappointment. The Council currently has one vacancy to fill.

A previous coastal representative, Julie Chick, completed her first term in November 2017 and did not renew for a second term. OPRD conducted a 30 day solicitation to recruit a coastal representative. We received 5 eligible applications. All were selected for phone interviews following review by the Council and staff. The Council voted to recommend a nominee for your consideration.

Skyler Archibald is being recommended as the new coastal representative. Skyler serves as the Executive Director for the Sunset Empire Park and Recreation District. Skyler lives in Gearhart and is active on boards and with various stakeholders focused on recreation and public health including: The Way to Wellville Clatsop County, Seaside Chamber of Commerce, National Parks Service, North Coast Trails Alliance, Angora Hiking Club, and more. He is passionate about making public programs accessible and inclusive.

**Prior Action by Commission:** Approved previous recommendations in April, 2018.

**Action Requested:** Approve Director's recommendation for ORTAC coastal representative.

**Attachments:** None

**Prepared by:** Jodi Bellefeuille, RTP and ORTAC Coordinator

# Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item: 6c ( i) **Action**

Topic: Local Government Grant Program (Lottery-Funded)  
2018 Annual **Large** Grant Awards (Awards \$75,001 to \$750,000)

Presented by: Tracy Loudon, Business and Technology Solutions Administrator

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## GUIDANCE:

Originally established by the 1999 Legislature under ORS 390.180, the lottery-funded **Local Government Grant Program (LGGP)** is a competitive grant program designed to help local government agencies fund projects to acquire, develop, and rehabilitate local and community parks and public outdoor recreation areas and facilities. Oregon Administrative Rule (OAR) 736-006 provides structure for the program's implementation.

Eligible applicants to the program are **Cities, Counties, Park and Recreation Districts, Port Districts and Metro**. Applicant agencies must provide a match of at least 20%, 40% or 50% based on their population.

The Oregon Constitution requires that at least 12% of OPRD's share of net Lottery proceeds be distributed as community grants. In the 2017-19 biennium, staff targeted approximately 50% of the biennium's projected grant funds to be allocated in the first year of the biennium, with the remaining balance allocated for the second year of the biennium.

The ten-member Local Government Grant Program Advisory Committee met June 18-20, 2018, for their annual review of large grant requests (\$75,001 - \$750,000 for rehabilitation and development, and up to \$1,000,000 for acquisitions). The Advisory Committee scored project applications based on established criteria including the Statewide Comprehensive Outdoor Recreation Plan (SCORP). 39 large grant requests were submitted to OPRD requesting a total of \$12,942,004 in funding assistance.

**Prior Action by Commission:** In the first year of the 2017-19 biennium, (the 2017 grant cycle), the Commission approved all 15 Large grant requests recommended by the LGGP Advisory Committee, totaling \$4,545,748.

**Action Requested:** In the second year of the 2017-19 biennium, (the 2018 grant cycle), staff seeks Commission approval to award **18** Large grant requests recommended by the LGGP Advisory Committee totaling **\$4,863,431**, as detailed on the attached spreadsheet.

**Attachments: Exhibit a) LGGP Large Grant Recommendations / Ranking**

**Prepared by:** Mark Cowan, Grant Program Coordinator



Oregon Parks and Recreation Department  
June 20, 2018  
**Local Government Grant Program (LGGP) Project Ranking**  
**Large Grant Requests (\$75,001 to \$750,000)**  
\$4,863,431 Available

Rank	Project Name	Applicant	County	Brief Project Description	Total Project Cost	Grant Funds Requested
1	Swinging Bridge Restoration	City of Cottage Grove	Lane	The project will restore and reopen a 50 year old suspension footbridge by replacing damaged and decayed bridge components. The Swinging Bridge crosses the Coast Fork of the Willamette River, in Cottage Grove, Oregon.	\$ 411,345	\$ 200,000
2	Playground Development Project	John Day Canyon City Parks and Recreation District	Grant	The project will develop and add new accessible playground structures, splash pad and outdoor exercise stations at the 7th Street Complex park in John Day, Oregon.	\$ 363,579	\$ 243,083
3	North Mountain Park Nature Play Area	Ashland Parks and Recreation	Jackson	The project will construct a new Nature Play area at North Mountain Park in Ashland, Oregon.	\$ 258,529	\$ 127,182
4	Baker Park Improvement Project	City of Redmond	Deschutes	The project will replace existing playground equipment, add walking paths with exercise equipment, replace the pavilion, upgrade irrigation system, upgrade accessible parking and access paths at Baker Park in Redmond, Oregon.	\$ 600,000	\$ 300,000
5	Boardman Wetland Natural Area	North Clackamas Parks and Recreation District	Clackamas	The project will create the Boardman Natural Area which will include an accessible nature play area, boardwalks, educational areas, habitat restoration, pad for portable restrooms, benches, parking and overlooks. The site is in Jennings Lodge, Clackamas County, Oregon.	\$ 1,000,000	\$ 385,000
6	Pioneer Park Concessions / Bleachers / ADA Upgrades	City of La Grande	Union	The project will demolish and reconstruct an aging concession building, install new bleachers and concrete pad, and install new accessible pathways to the ball fields at Pioneer Park in La Grande, Oregon	\$ 218,412	\$ 96,308
7	Metzler Park Campground Restroom Replacement	Clackamas County	Clackamas	The project will replace an aged and failing restroom/shower facility (3 restrooms, 2 showers) and replacing it with a modern accessible facility (housing 8 restrooms and 4 showers) in Metzler Park near Estacada in Clackamas County, Oregon.	\$ 325,000	\$ 162,500

Rank	Project Name	Applicant	County	Brief Project Description	Total Project Cost	Grant Funds Requested
8	Juniper Hills Park Rehabilitation	Jefferson County	Jefferson	The project will construct a combination restroom/ concession building, two group picnic shelters, install hard surface accessible walkways connecting park areas and facilities, and add picnic tables and benches at Juniper Hills Park in Madras, Oregon.	\$ 392,000	\$ 297,000
9	Crawford Crossing Lake/Park Project	City of Turner	Marion	The project will develop Phase I of a new park-lake complex, including trails, restrooms, parking, play structures, event amenities and a lake access ramp and dock at Crawford Lake Park in Turner, Oregon.	\$ 834,000	\$ 392,000
10	Bluebelle Park Rehabilitation	Willamalane Park and Recreation District	Lane	The project will construct a new children's playground, sitting and picnic areas, basketball area, and improve walking paths to make them fully accessible at Bluebelle Park in Springfield, Oregon.	\$ 478,000	\$ 239,000
11	Malin Pool Rehabilitation Project	Malin Park and Recreation District	Klamath	The project will repair and replace concrete walls, floor, and pool deck area, add new piping and pool filtration system, and construct a new in-pool partition wall at the community pool in Malin, Oregon.	\$ 452,500	\$ 352,500
12	Ibach Park Playground Renovation	City of Tualatin	Washington	The project will replace safety surfacing in fall zones, and replace five pieces of play equipment at Ibach Park in Tualatin, Oregon.	\$ 273,000	\$ 136,500
13	Cedar Links Park Development	City of Medford	Jackson	The project will develop new park land with handicap accessible playground, restroom, drinking fountain, dog park, basketball court, pickleball court, community garden and picnic shade structure in east Medford, Oregon.	\$ 1,432,334	\$ 490,017
14	Enterprise Field Complex Improvement	City of Enterprise	Wallowa	The project will replace an outdated restroom with a building that will include new restroom facilities and indoor practice area so youth can practice outdoor sports/activities during inclement weather at the outdoor sports complex in Enterprise, Oregon.	\$ 374,281	\$ 250,231
15	Friends Park	Chehalem Park & Recreation District	Yamhill	The project will develop a new neighborhood park which will include trails, playground, basketball court, picnic area and open green space in Newberg, Oregon.	\$ 698,649	\$ 287,000

Rank	Project Name	Applicant	County	Brief Project Description	Total Project Cost	Grant Funds Requested
16	Ochoco Creek Park East End Renovation	Crook County Parks & Recreation District	Crook	The project will expand the skate park, rehabilitate tennis courts and add pickleball striping, add diagonal parking along the road, and add lighting and surveillance cameras to Ochoco Creek Park in Prineville, Oregon.	\$ 468,160	\$ 280,896
17	Lions Park Water Playground	City of Ontario	Malheur	The project will add two separate restroom buildings and shade structures at Lions Park in Ontario, Oregon.	\$ 527,200	\$ 298,200
18	Sherwood Skate Park	City of Sherwood	Washington	The project will construct a 13,420 sq. ft. skate park next to the Teen Center at the Sherwood Regional Family YMCA in Sherwood, Oregon.	\$ 543,356	\$ 326,014
<b>Totals Projects Recommended for Funding .....</b>					<b>\$ 9,650,345</b>	<b>\$ 4,863,431</b>
<b>Funding is not available below this point.</b>						
19	Whitehorse Park Renovation: Phase 1	Josephine County Parks	Josephine	The project will renovate half of Whitehorse Park by adding all new infrastructure, restrooms/showers and replacing outdated tent sites with full hook up sites for modern RV use in Josephine County, Oregon.	\$ 1,425,450	\$ 482,450
20	Beulah Park Renovation	City of Roseburg	Douglas	The project will add new play equipment, hard surface paths, benches, picnic tables and trash receptacles at Beulah Park in Roseburg, Oregon.	\$ 213,500	\$ 126,871
21	Filbert Run Park	City of Oregon City	Clackamas	The project will add paved looped pathways, a nature play area, a group picnic shelter, pedestrian bridges, seating areas, an open lawn area and an accessible park entrance at Filbert Run Park in Oregon City, Oregon.	\$ 1,070,455	\$ 389,869
22	Early Settlers Park Restroom Facility	City of Sublimity	Marion	The project will install an accessible restroom facility with accessible sidewalks connecting to other areas within Early Settlers Park in Sublimity, Oregon.	\$ 252,000	\$ 201,500
23	Rooster Park Project	City of Rogue River	Jackson	The project will develop a new community park by adding a splash pad, community restrooms, water fountain, amphitheater, game board tables and benches, exercise stations, and a timber-themed pavilion at Rooster Park in Rogue River, Oregon.	\$ 692,416	\$ 472,916

Rank	Project Name	Applicant	County	Brief Project Description	Total Project Cost	Grant Funds Requested
24	Yantis Park Area Rehabilitation	City of Milton-Freewater	Umatilla	This project will install new playground and exercise equipment, provide upgrades to picnic shelters, resurface four tennis courts, improve walking paths, and install new heat pumps and fix leaks at the aquatic center at Yantis Park in Milton-Freewater, Oregon.	\$ 420,041	\$ 232,369
25	Ford's Pond Community Park: Project 2A - Phase 1/3	City of Sutherlin	Douglas	The project will create parking, restrooms, pedestrian / bicycle access, site furnishings, utilities, and accessible connectivity to the 1.7-mile path encircling Ford's Pond in Sutherlin, Oregon.	\$ 1,401,120	\$ 700,560
26	Kilchis River County Campground Restrooms/Showers	Tillamook County Parks Department	Tillamook	The project will purchase and install two CXT restroom / shower buildings, construct two restroom pads including electrical, water, plumbing and septic systems at Kilchis River County Campground in Tillamook County, Oregon.	\$ 585,136	\$ 468,108
27	Spencer Park Development (Phase 2)	City of Vernonia	Columbia	The project will develop a skate park, walking path and plaza, natural play structures, and ball field improvements at Spencer Park in Vernonia, Oregon.	\$ 411,785	\$ 329,345
28	Lakeview Municipal Pool Improvements	Town of Lakeview	Lake	The project will install a new heat exchanger, install a pool cover, and make improvements to the pool building at the Lakeview Municipal Pool in Lakeview, Oregon.	\$ 149,450	\$ 112,150
29	Kaiser Park	City of Maupin	Wasco	The project will add accessible sidewalks and ramps, trellises, trash and recycle surrounds, re-side and re-roof restroom, streetscape furnishings, plantings, trees and irrigation at Kaiser Park in Maupin, Oregon.	\$ 417,448	\$ 246,873
30	Veneta Multi-Use Pool	City of Veneta	Lane	The project will construct a new 25' x 54' multi-use pool designed for toddlers with a zero entry 3-ft. wading area, large fountain and splash and play accessories, within the existing deck of the Community Pool in Veneta, Oregon.	\$ 657,000	\$ 450,000
31	Porter Park Improvements	City of Corvallis	Benton	The project will replace existing playground equipment with new and more accessible playground equipment, add fall surfacing, accessible sidewalks, picnic tables and benches at Porter Park in Corvallis, Oregon.	\$ 284,500	\$ 142,250
32	OHV Development Phase II	Morrow County	Morrow	The project will install a new power supply line to upgrade existing campsites for power at Morrow-Grant County OHV Park in Morrow County, Oregon.	\$ 121,214	\$ 96,303

Rank	Project Name	Applicant	County	Brief Project Description	Total Project Cost	Grant Funds Requested
33	Aumsville Eastside Community Park Acquisition	City of Aumsville	Marion	The project will purchase 22 acres for development of a community park in Aumsville, Oregon.	\$ 984,550	\$ 561,000
34	Newport Park Improvements Project	City of Newport	Lincoln	The project will include street paving, sewer pipe slip lining, culvert and water detention upgrades, park trail improvements, trail lighting, invasive species removal, remove storage building, re-build retaining wall, baseball field irrigation and drainage improvements at Sam Moore Park, Nye Creek Trail, & Betty Wheeler Field in Newport, Oregon.	\$ 2,046,452	\$ 750,000
35	Gradin Community Sports Park Phase II Development	City of Gresham	Multnomah	The project will add additional baseball / softball and soccer fields, a restroom / concessions building, trail improvements, and an all-abilities playground to Gradin Community Sports Park in Gresham, Oregon.	\$ 1,300,000	\$ 650,000
36	Windy Cove Campground Rehabilitation - Loop B	Douglas County Parks Department	Douglas	The project will rehabilitate 69 campsites by installing new utility service, and re-layout and enlarge 28 campsites to meet recreational needs at Windy Cove Campground in Douglas County, Oregon.	\$ 272,720	\$ 135,720
37	Dunes City Acquisition of Land for Rebecca's Trail	City of Dunes City	Lane	The project will purchase 3 vacant lots that have Siltcoos Lake front access for hiking and biking trails that will connect North Dunes City with South Dunes City, Oregon.	\$ 295,000	\$ 236,000
38	Gaston Brown Park Improvements	City of Gaston	Washington	The project will develop property at 104 Onion Lane adjacent to the City's park to add accessible parking and walkways connecting to Gaston Brown Park in Gaston, Oregon.	\$ 680,361	\$ 544,289
39	Hadley Athletic Fields	City of Tillamook	Tillamook	This project will construct athletic fields, restrooms and a food court at the Heritage Recreation area in Tillamook, Oregon.	\$ 1,186,953	\$ 750,000
<b>Total Projects Not Funded .....</b>					<b>\$ 14,867,551</b>	<b>\$ 8,078,573</b>

<b>Grand Total of Funding Requests (Funded and Not Funded) .....</b>	<b>\$ 12,942,004</b>
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# Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item: 6c (ii)

**Action**

Topic: Local Government Grant Program (Lottery-Funded)  
2018 Annual **Small** Grant Awards (Awards up to \$75,000)

Presented by: Tracy Loudon, Business and Technology Solutions Administrator

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## GUIDANCE:

Originally established by the 1999 Legislature under ORS 390.180, the lottery-funded **Local Government Grant Program (LGGP)** is a competitive grant program designed to help local government agencies fund projects to acquire, develop, and rehabilitate local and community parks and public outdoor recreation areas and facilities. Oregon Administrative Rule (OAR) 736-006 provides structure for the program's implementation.

Eligible applicants to the program are **Cities, Counties, Park and Recreation Districts, Port Districts and Metro**. Applicant agencies must provide a match of at least 20%, 40% or 50% based on their population.

The Oregon Constitution requires that at least 12% of OPRD's share of net Lottery proceeds be distributed as community grants. In the 2017-19 biennium, staff targeted approximately 50% of the biennium's projected grant funds to be allocated in the first year of the biennium, with the remaining balance allocated for the second year of the biennium.

The three-member OPRD grants staff scoring committee met August 14, 2018, to review and score small grant requests (requests up to \$75,000). The scoring committee scored project applications based on established criteria including the Statewide Comprehensive Outdoor Recreation Plan (SCORP). 17 Small grant requests were submitted to OPRD requesting a total of \$838,994 in funding assistance.

**Prior Action by Commission:** In the first year of the 2017-19 biennium, (the 2017 grant cycle), the Commission approved all 16 Small grant requests recommended by the scoring committee, totaling \$914,523.

**Action Requested:** In the second year of the 2017-19 biennium, (the 2018 grant cycle), staff seeks Commission approval to award **16** Small grant requests recommended by the scoring committee totaling **\$774,194**, as detailed on the attached spreadsheet.

**Attachments: Exhibit a) LGGP Small Grant Recommendations / Ranking**

**Prepared by:** Mark Cowan, Grant Program Coordinator

Oregon Parks and Recreation Department  
August 14, 2018  
**Local Government Grant Program (LGGP) Project Ranking**  
**Small Grant Requests (Grants up to \$75,000)**  
\$775,000 Available

Rank	Project Name	Applicant	County	Brief Project Description	Total Project Cost	Grant Funds Requested
1	Bear Creek Playground Renovation	City of Medford	Jackson	The project will purchase and install additional accessible playground equipment as part of a larger rehabilitation of the Bear Creek Park playground in Medford, OR.	\$ 490,342	\$ 69,100
2	Coquille Riverwalk - Phase II	City of Coquille	Coos	The project will add 2,500 feet of asphalt paved trail, plus another 1,700 feet of soft-surface trail to the existing Riverwalk in Coquille, Oregon.	\$ 121,688	\$ 68,498
3	Frances Street Park Completion	Hillsboro Parks and Recreation	Washington	The project will add a picnic shelter, a sand volleyball court and other accessibility improvements at Frances Street Park in Hillsboro, Oregon.	\$ 180,635	\$ 75,000
4	City of Ukiah City Park Rehabilitation	City of Ukiah	Umatilla	The project will replace existing slide, merry-go-round and teeter-totter with new versions, and add kiddie swing seats and increase safety surfacing at Ukiah City Park in Ukiah, Oregon.	\$ 17,825	\$ 14,260
5	Sahallie Illahee Park Playground	City of West Linn	Clackamas	The project will replace aging and failing playground equipment that no longer meets Consumer Protection Safety Standards, at Sahallie Illahee Park in West Linn, Oregon.	\$ 125,000	\$ 62,500
6	Viewmont Greenway Park Improvements	City of Dundee	Yamhill	The project will construct a 6 foot wide asphalt path approximately 1,000 feet in length to complete an existing path along the entire length of the park, and will add new equipment and new fall surface material to the nature play area at Viewmont Greenway Park in Dundee, Oregon.	\$ 41,000	\$ 32,800
7	Sorosis Park Outdoor Exercise Equipment	Northern Wasco County Parks and Recreation District	Wasco	The project will remove existing outdoor exercise equipment that has reached the end of its useful life and is not accessible for all park users, and will relocate and replace the equipment with modern, safe and accessible equipment, at Sorosis Park in The Dalles, Oregon.	\$ 57,000	\$ 34,000
8	Forest Park Vault Toilet	City of Jacksonville	Jackson	The project will install a double-vault type restroom and a mountain biking information kiosk at the Forest Park parking area, one mile from Jacksonville, Oregon.	\$ 37,000	\$ 20,500
9	Vernonia Dog Park	City of Vernonia	Columbia	The project will develop currently vacant flood plane property into a dog park in Vernonia, Oregon.	\$ 31,987	\$ 25,537

Exhibit a) Small Grant Request Ranking

10	Donald Little City Park Improvement	City of Donald	Marion	The project will add a permanent accessible bathroom, a play structure for children 5-12 years old, tether ball and canvas shade canopy at Donald Little City Park in Donald, Oregon.	\$ 91,134	\$ 72,634
11	Steen Sports Park Pickleball Courts	Klamath County	Klamath	The project will build an outdoor pickleball court complex at Steen Sports Park in Klamath Falls, Oregon.	\$ 65,000	\$ 30,000
12	Purchase Land for Baseball Field	City of Cave Junction	Josephine	The project will purchase a 4.93 acre parcel of land to be added to Jubilee Park for the development of a baseball field, exercise walking path, safe-route-to-school path, playground using natural materials, nature trail, and bioswale, in Cave Junction, Oregon.	\$ 80,000	\$ 64,000
13	Cascade Locks Gorge Hubs	City of Cascade Locks	Hood River	The project will add new restrooms, a bike fix-it station, parking, a drinking fountain, and re-configure the hiker / biker Cascade Locks Gorge Hub at Cascade Locks, Oregon.	\$ 300,000	\$ 75,000
14	Coburg Wetland Park	City of Coburg	Lane	The project will construct an accessible parking area, a 400-ft trail, informational entrance sign, access gate, add viewing benches and trash / recycling receptacles, remove invasive species and replant native plants at Coburg Wetland Park in Coburg, Oregon.	\$ 118,268	\$ 75,000
15	Crescent Park Playground Improvement Project	City of Madras	Jefferson	The project will install a merry-go-round, play structure with slide, climbing bars and landscaping at Crescent Park in Madras, Oregon.	\$ 44,200	\$ 26,500
16	Orchard Park Rehabilitation	City of Powers	Coos	The project will add a new or re-built vault restroom, add water and sewer service, add 30 Amp electric service to ten campsites, gravel roadway and campsites, replace or repair firepits, add picnic tables, and add directional signage and campsite numbering at Orchard Park in Powers, Oregon.	\$ 37,565	\$ 28,865
<b>Total Projects Recommended for Funding: .....</b>					<b>\$ 1,838,644</b>	<b>\$ 774,194</b>
Project funding not available below this point						
17	Pine Hollow Reservoir North Park, Phase 1	South Wasco Park & Recreation District	Wasco	The project will add a restroom, picnic tables, pathways and landscaping at the new Pine Hollow Reservoir North Park in the South Wasco Park and Recreation District.	\$ 81,500	\$ 64,800



# Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item:	6c (iii)	<b>Action</b>
Topic:	Local Government Grant Program (Lottery-Funded) 2018 Annual <b>Planning</b> Grant Awards (Awards up to \$40,000)	
Presented by:	Tracy Loudon, Business and Technology Solutions Administrator	

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## GUIDANCE:

Originally established by the 1999 Legislature under ORS 390.180, the lottery-funded **Local Government Grant Program (LGGP)** is a competitive grant program designed to help local government agencies fund projects to acquire, develop, and rehabilitate local and community parks and public outdoor recreation areas and facilities. Oregon Administrative Rule (OAR) 736-006 provides structure for the program's implementation.

Eligible applicants to the program are **Cities, Counties, Park and Recreation Districts, Port Districts** and **Metro**. Applicant agencies must provide a match of at least 20%, 40% or 50% based on their population.

The Oregon Constitution requires that at least 12% of OPRD's share of net Lottery proceeds be distributed as community grants. In the 2017-19 biennium, staff targeted approximately 50% of the biennium's projected grant funds to be allocated in the first year of the biennium, with the remaining balance allocated for the second year of the biennium.

The three-member OPRD grants staff scoring committee met August 14, 2018, to review and score small community Planning grant requests (requests up to \$40,000). The scoring committee scored project applications based on established criteria including the Statewide Comprehensive Outdoor Recreation Plan (SCORP). 6 Planning grant requests were submitted to OPRD requesting a total of \$174,000 in funding assistance.

**Prior Action by Commission:** In the first year of the 2017-19 biennium, (the 2017 grant cycle), the Commission approved all 3 Planning grant requests recommended by the scoring committee, totaling \$105,000.

**Action Requested:** In the second year of the 2017-19 biennium, (the 2018 grant cycle), staff seeks Commission approval to award **5** Planning grant requests recommended by the scoring committee totaling **\$162,000**, as detailed on the attached spreadsheet.

**Attachments: Exhibit a) LGGP Planning Grant Recommendations / Ranking**

**Prepared by:** Mark Cowan, Grant Program Coordinator

Oregon Parks and Recreation Department  
 August 14, 2018  
**Local Government Grant Program (LGGP) Project Ranking**  
**Planning Grant Requests (Grants up to \$40,000)**  
 \$162,000 Available

Rank	Project Name	Applicant	County	Brief Project Description	Total Project Cost	Grant Funds Requested
1	Milton-Freewater Parks Master Plan	City of Milton-Freewater	Umatilla	The project will create a Parks and Recreation Master Plan to prioritize facility maintenance and upgrades for the City of Milton-Freewater, Oregon.	\$ 67,250	\$ 40,000
2	Monmouth Parks Master Plan Update	City of Monmouth	Polk	The project will update portions of the Parks Master Plan needed to develop a new Capital Improvement Plan for the City of Monmouth, Oregon.	\$ 30,000	\$ 18,000
3	City of Talent Parks Master Plan	City of Talent	Jackson	The project will update the Parks Master Plan to accommodate growth for the City of Talent, Oregon.	\$ 56,000	\$ 32,000
4	Barnes Butte Recreational Complex Mater Plan	City of Prineville	Crook	The project will create a Master Plan to guide future development of 460 acres of open space within its city limits and urban growth boundary, recently purchased by the City of Prineville, Oregon.	\$ 90,000	\$ 40,000
5	Drain Parks and Open Space Master Plan	City of Drain	Douglas	The project will create a Parks and Open Space Master Plan for the City of Drain, Oregon.	\$ 40,000	\$ 32,000
<b>Totals Projects Recommended for Funding .....</b>					<b>\$ 283,250</b>	<b>\$ 162,000</b>
<b>Funding is not available below this point</b>						
6	Pocket Park Planning Project	City of Reedsport	Douglas	The project will create a plan to develop a pocket park including trails and historical displays in Reedsport, Oregon.	\$ 15,000	\$ 12,000

**Note:** Originally, \$150,000 was allocated for Planning grant awards. The Scoring Committee elected to shift \$12,000 from the Small grants category to the Planning grant category to allow for a total of \$162,000 in Planning grant awards. ( \$150,000 + \$12,000 = \$162,000 )

## Oregon Parks and Recreation Commission

September 18, 2018

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Agenda Item: 7a **Information**

Topic: Heritage Division Update

Presented by: Christine Curran, Heritage Division Director, Deputy SHPO

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### Staff Changes in Heritage Division

There are several staff transitions underway in Heritage Programs. Jamie French has worked with our office in various capacities over the last eleven years. She was appointed to the GIS Archaeologist position on July 30<sup>th</sup>. She fills a vacancy left by Matthew Diederich who is now the Heritage Program Manager at the Oregon Department of Emergency Management. We expect to fill the limited duration SHPO Archaeologist position Jamie left in the next several weeks. Jessica Gabriel, our Review and Compliance Specialist took a position with OPRD's Stewardship Division as the Stewardship Operations Support Specialist. This new role will lead the Cultural Resources team, develop and implement priority projects, provide technical expertise for the Scenic Waterways Program, and support the Stewardship Section Manager. Jessica's last day with the Heritage Division is September 7<sup>th</sup>, and the position will likely be filled in early November.

### Mentor Corps Program

The MentorCorps program continues to grow. Eight partner locations were added last year. Each will serve as regional hubs for training and equipment lending for local museums. Last year this program served over 50 organizations across the state and provided over 500 hours in technical assistance. MentorCorps Partner organizations also hosted 9 workshops across the state on collection prioritization, care, and digitization, social media, and heritage tourism. MentorCorps was launched in 2015 through an Institute of Museum and Library Services (IMLS) grant. The program matches trained professionals with organizations that need technical assistance in collections care, emergency management and nonprofit management. The Mind Your Collections website and 8 topic-specific teaching modules were created. The fully established program was integrated into the Heritage Division's operating budget this last fiscal year. There are 13 independent Mentors across the state.

**Prior Action by Commission:** none

**Action Requested:** none

**Attachments:** none

**Prepared by:** Ian Johnson, Associate Deputy SHPO  
Katie Henry, Heritage Programs Outreach Specialist

Oregon Parks and Recreation Commission

September 19, 2018

Agenda Item: 8a

Action

Topic: Construction Contract Award Approvals

Presented by: Clifton Serres, Engineering Manager

**Project 1**

**Title:** North Falls Visitor Center Complex

**Location:** Silver Falls State Park

**Description:** This project will renovate and remodel an unfinished, approximately 9,000 sq. ft. structure acquired by ORPD in 2005. It has been designated as the focus facility for the North Falls-area expansion in the adopted Master Plan. This contract provides an initial phase of work that will improve the exterior envelope, structural elements, and electrical and mechanical systems in support of future park use. Two host sites will also be installed to provide vicinity security.

The renovated Center will consist of four floors. The basement will provide office/general space for up to five staff members, a staff restroom, four lockable storage rooms, and equipment areas. The first floor will provide a conference room, main lobby, dining area, kitchen, secondary lobby, vestibule, front porch, and covered rear porch, and three public restrooms. The second floor will provide four office areas and a staff restroom. The third floor will house HVAC equipment and not serve as an occupied area.

Project funding is dependent on the current limitation adjustment request made to the Oregon EBoard.

*Project Manager:* Austin VanNette

*Project Number:* 033084 *Project Budgets (Amended):* \$600,000.00

*Procurement Number:* TBD *Procurement Budget (Amended):* \$600,000.00

*Schedule:*

Advertise	Bid Close	Contract Award	Contract Completion
September, 2018	September, 2018	10/01/18 (est.)	June, 2019

## **Project 2**

**Title:** New MU Office Building

**Location:** Tumalo State Park

**Description:** This project will construct a new management unit (MU) office at the Tumalo State Park. The new building will replace the functions now supplied by an office/shop complex located within the City of Bend. It will also compliment a shop building constructed last year at the park. The new building is comparable in design to the office building at Cottonwood Canyon SP. The office portion of the building is 2,135 sq. ft. along, with a 1,000 sq. ft. attached garage. The building will provide an office for the park manager; a reception area, with office space for the park specialist; office space for park rangers; cubicles for seasonal rangers; a break room; and a restroom and shower area.

The project will ultimately free up the existing Bend office/shop complex to be repurposed for the Mountain Region office, removing the need for OPRD to lease private office space. Remodeling the existing MU office into a Regional office will occur next biennium.

Funding for this project is a combination of FIP and Mountain Region Funds.

*Project Manager:* Scott Stewart

*Project Number:* 033868 *Project Budgets (Amended):* \$640,000.00

*Procurement Number:* TBD *Procurement Budget (Amended):* \$640,000.00

*Schedule:*

Advertise	Bid Close	Contract Award	Contract Completion
September, 2018	September, 2018	10/01/18 (est.)	June, 2018

## **Project 3**

**Title:** Replace C Loop Restroom Shower Building

**Location:** Umpqua Lighthouse State Park

**Description:** This project will replace the existing 1960 vintage restroom shower building with a building that will be easier to maintain and meet our accessibility standards. This project is part of our long term asset replacement program. The new restroom shower building will have six restroom stalls and four shower stalls.

*Project Manager:* Steven Smith

*Project Number:* 0225680 *Project Budgets (Amended):* \$650,000.00

*Procurement Number:* 07644 & 07777 *Procurement Budget (Amended):* \$650,000.00

*Schedule:*

Advertise	Bid Close	Contract Award	Contract Completion
August, 2018	August, 2018	09/15/18 (est.)	Spring of 2019

**Project 4**

**Title:** Replace Drainfield – A Loop, B Loop & Dump Stations

**Location:** Champoeg State Heritage Area

**Description:** This project will replace three existing drainfields and numerous septic tanks with one master septic system in a new location. The new system design will allow for the future installation of sewer hook-ups in all campsites in A-loop and B-loop, and in the group camp area as well.

The existing system has been experiencing numerous issues over the past few years. This project will correct these deficiencies and bring the park into compliance with our permitting requirements as issued by the Oregon Department of Environmental Quality. This new system will also significantly simplify park maintenance.

Project funding is dependent on the current limitation adjustment request made to the Oregon EBoard.

*Project Manager:* Austin VanNette

*Project Number:* 032219 *Project Budgets (Amended):* \$650,000.00

*Procurement Number:* TBD *Procurement Budget (Amended):* \$650,000.00

*Schedule:*

Advertise	Bid Close	Contract Award	Contract Completion
September, 2018	September, 2018	10/15/18 (est.)	Spring of 2019

**Prior Action by Commission:** Approval of 17-19 FIP Project List.

**Action Requested:**

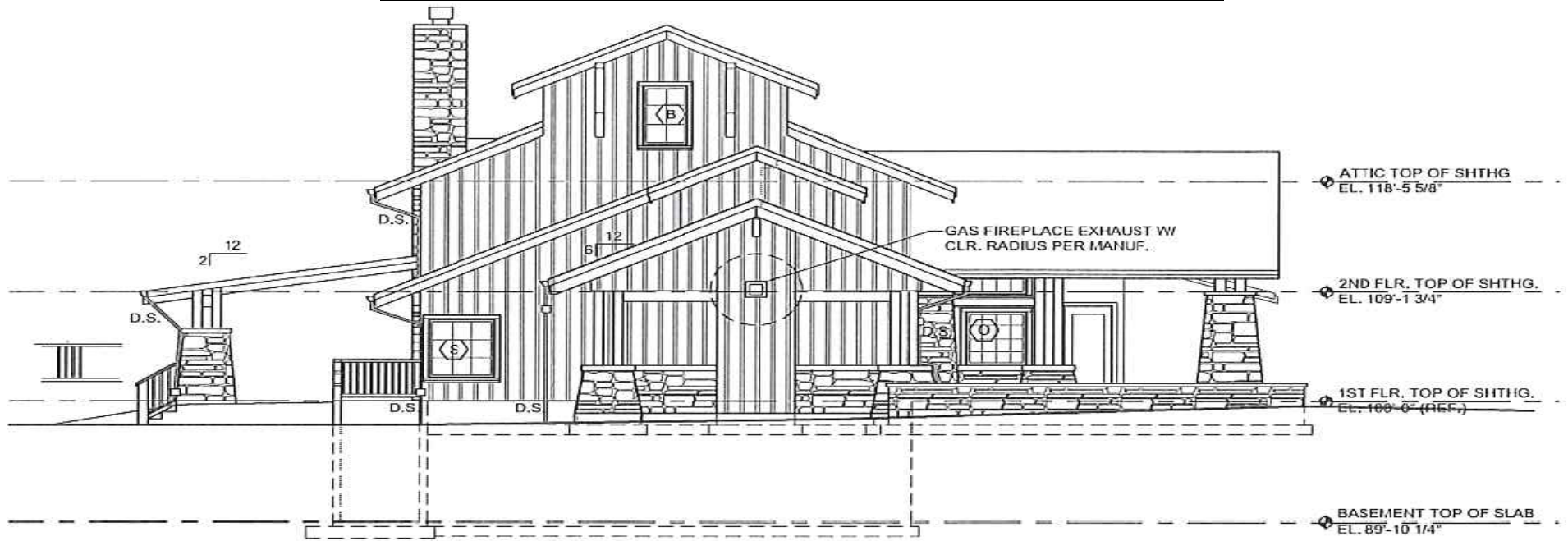
*Projects 1, 2, 3, and 4:* Staff seeks Commission conditional approval of award to the apparent low bidders, in the event the apparent low bids are greater than \$500,000. Approval would be conditioned on the following criteria:

1. 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 is in good standing with the Construction Contractors Board.
2. In the event of a bid protest, OPRD staff will work with the Department of Justice (DOJ) to resolve the protest issue and can provide a recommendation for award.
3. Sufficient OPRD funds are available to complete the work.

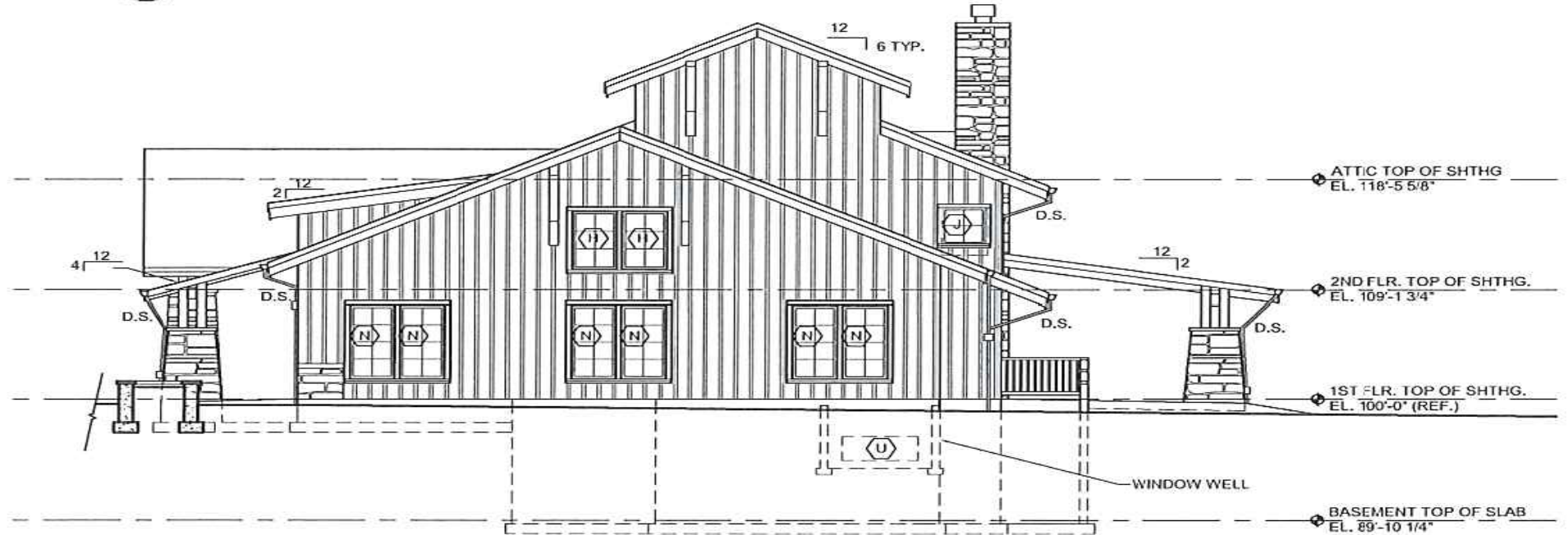
**Attachments:** Exhibits Projects 1, 2, 3 and 4.

**Prepared by:** Clifton J Serres

# Project 1 - North Falls Visitor Center Complex

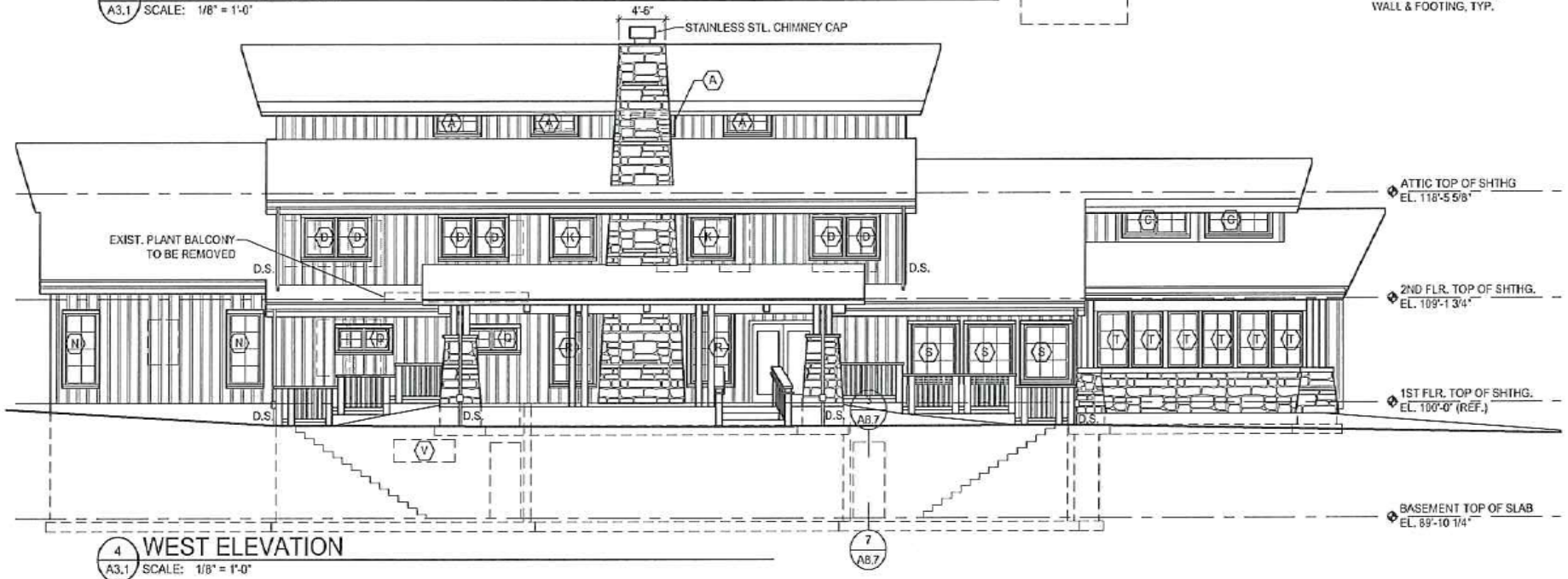
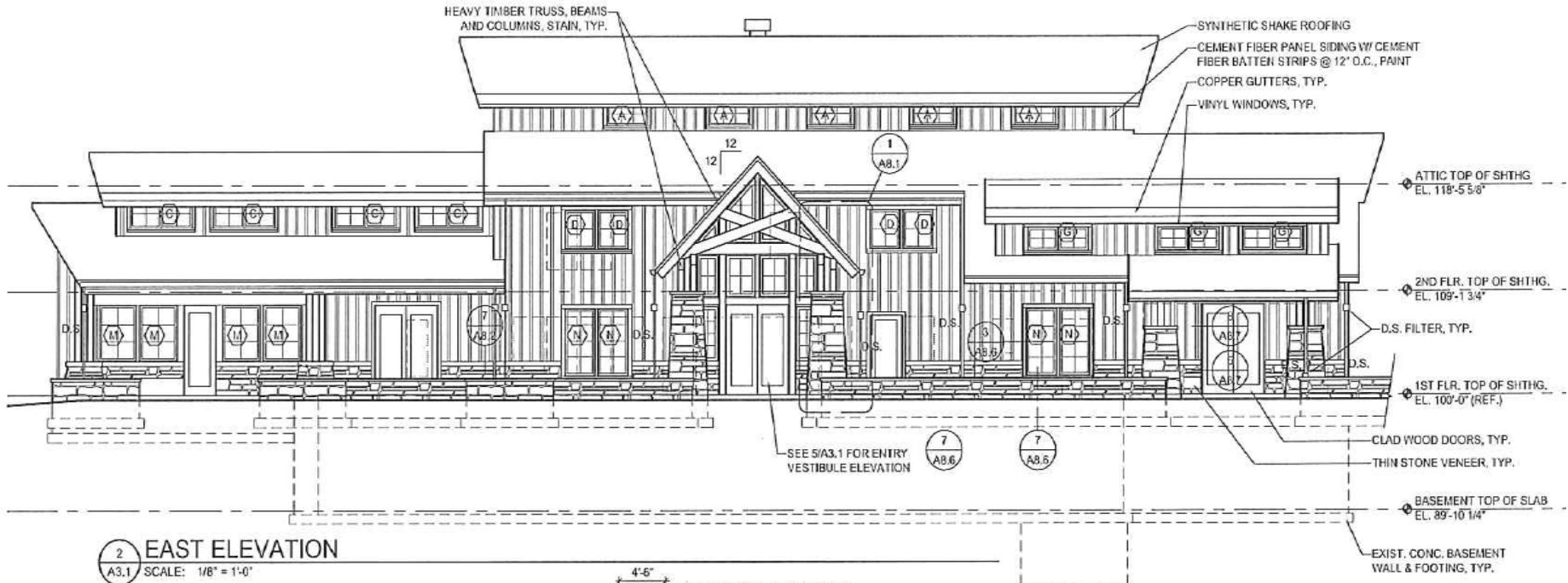


**1 SOUTH ELEVATION**  
A3.1 SCALE: 1/8" = 1'-0"



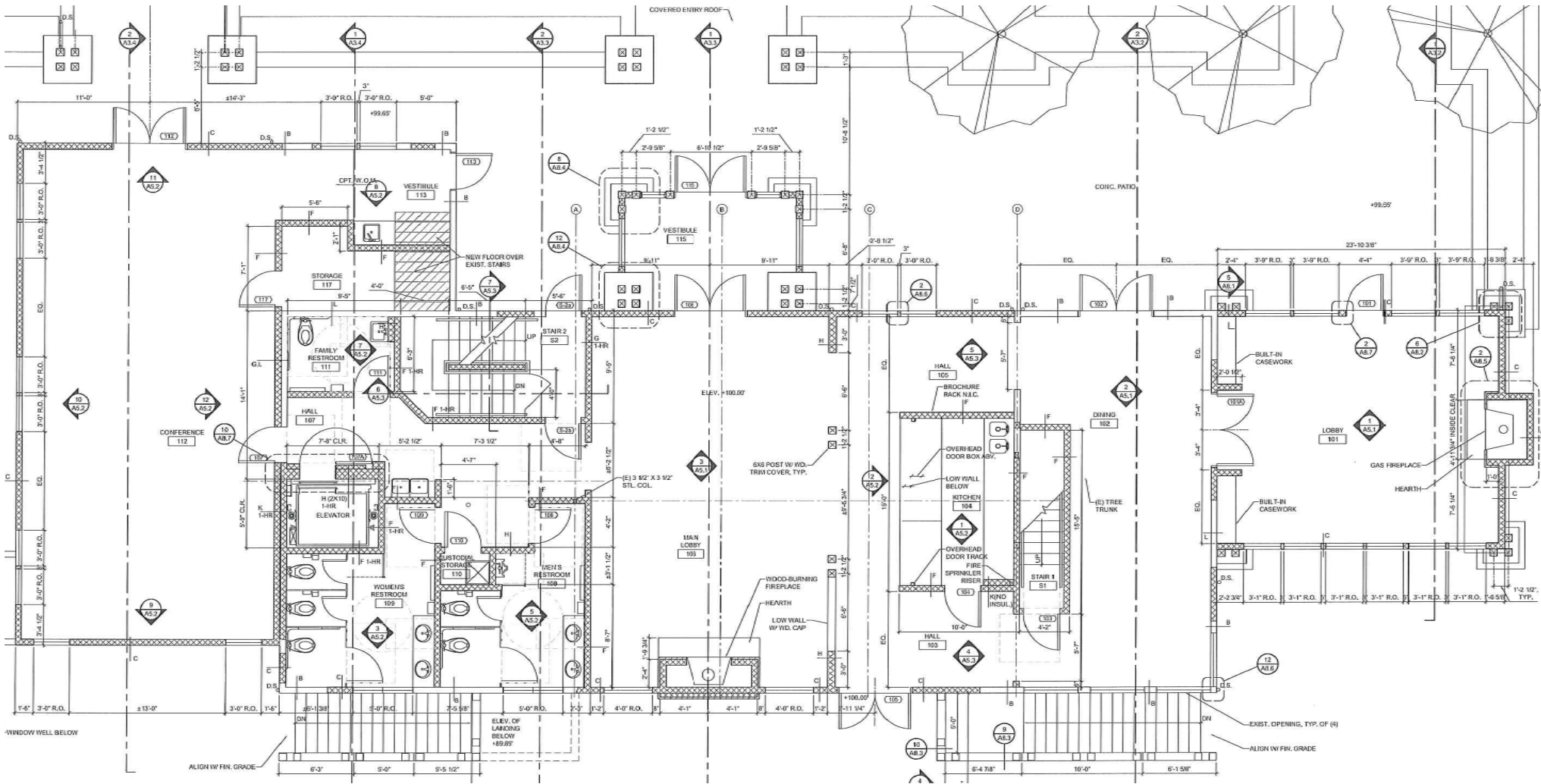
**3 NORTH ELEVATION**  
A3.1 SCALE: 1/8" = 1'-0"

# Project 1 - North Falls Visitor Center Complex





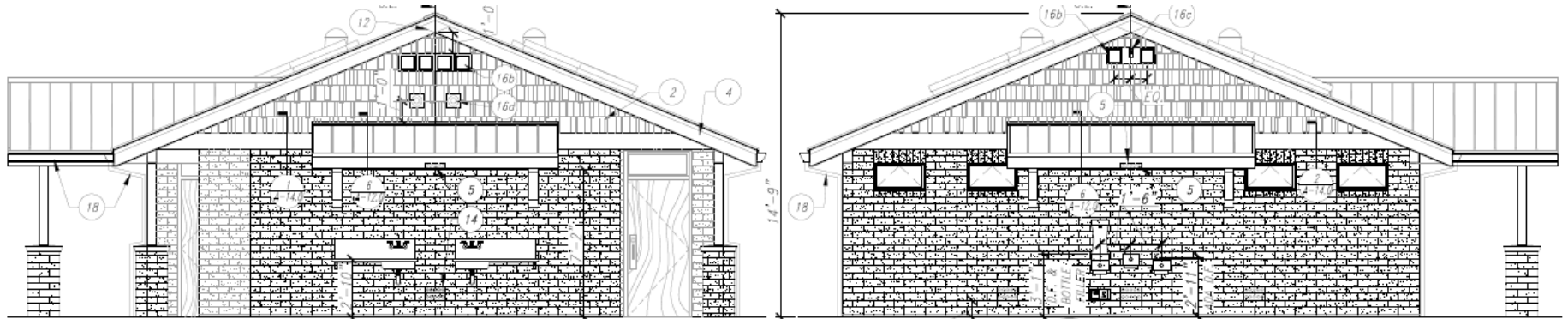
# Project 1 - North Falls Visitor Center Complex



Floor Plan 1

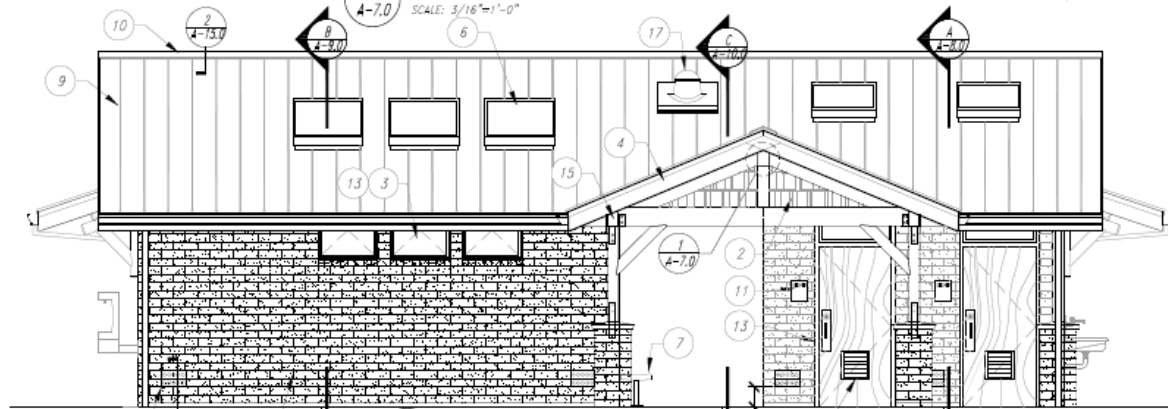


# Project 3 – New Restroom Shower Building – Umpqua LH SP



2 RIGHT SIDE ELEVATION  
SCALE: 3/16"=1'-0"

1 LEFT SIDE ELEVATION  
SCALE: 3/16"=1'-0"

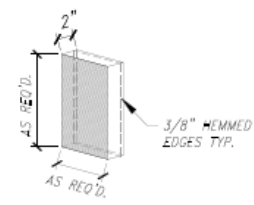


3 FRONT ELEVATION  
SCALE: 3/16"=1'-0"



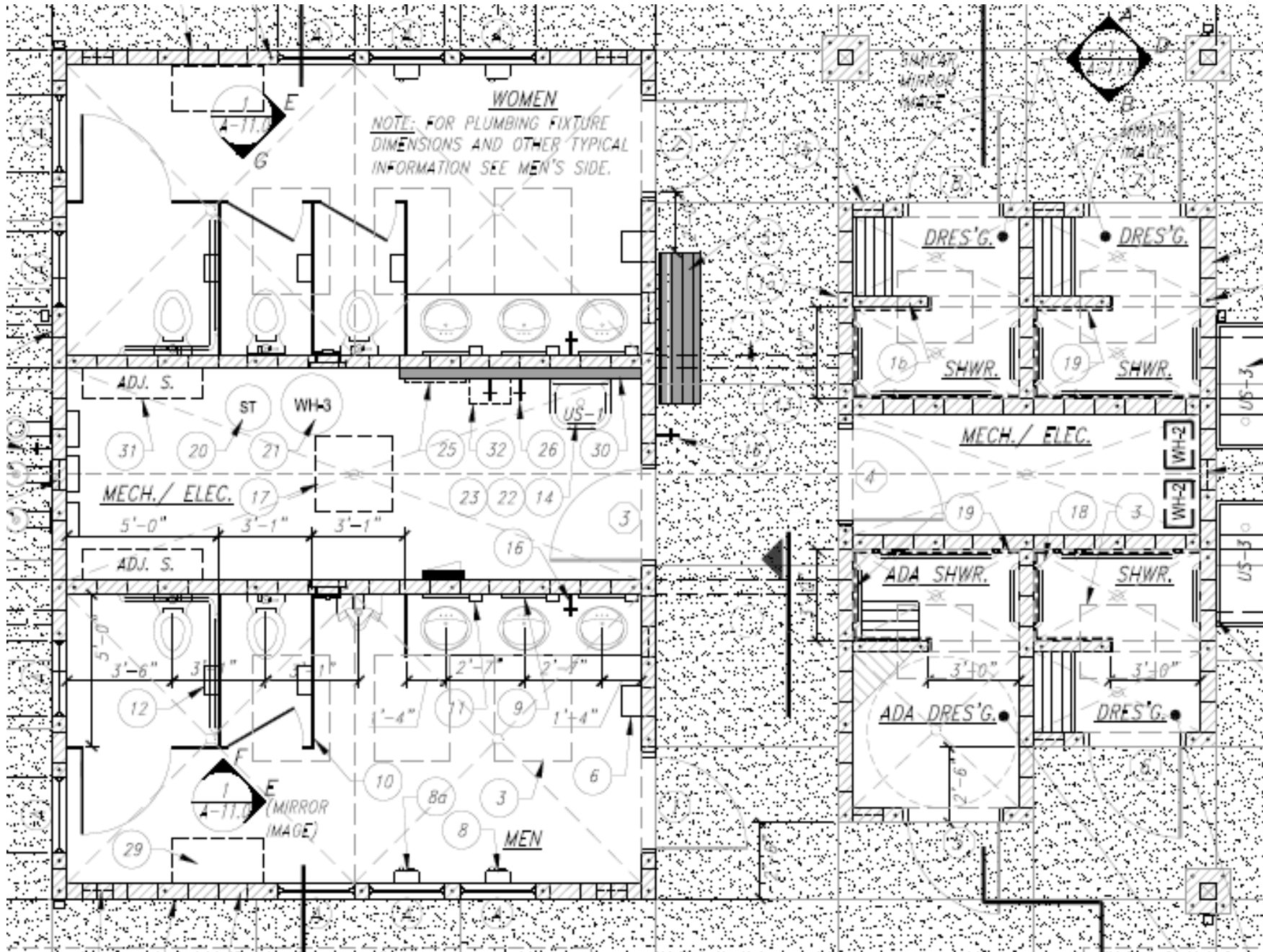
**EXTERIOR ELEVATION NOTES:**  
(TYPICAL U.N.O.)

- 1 STRUCTURAL BRICK W/ COLORED MORTAR JOINTS APPROVED BY P.M., SEE DETAILS 1 & 3/ 4-15.0
- 2 "HARDISHINGLE" INDIVIDUAL SHINGLES" CEMENT FIBER SIDING W/ PAINTED FINISH OVER WEATHER BARRIER OVER 1/2" PLYWD. SH"CG.
- 3 OPENABLE, INSULATED WINDOWS
- 4 2X10 R.S. FASCIA W/ PAINTED FINISH AND METAL ROOFING GABLE TRIM
- 5 HIGH WALL VENT IN BRICK WALL
- 6 OPENABLE SKYLIGHTS, SEE ROOF FRAMING PLAN FOR SIZE
- 7 BENCH: RECYCLED DESIGN #8843 PARK SERIES 60" CONTOUR BENCH, HDPE "WEATHERED" LUMBER SLATS & BROWN POWDER COATED FRAME, OR APPROVED EQUAL (WWW.RECYCLEDDESIGN.COM), INSTALL PER MFR'S INSTRUCTIONS USING H.D.G. OR S.S. FASTENERS
- 8 DOOR VENTS @ ALL SHOWER ROOM DOORS TYP.
- 9 METAL ROOFING SYSTEM
- 10 VENTILATING RIDGE CAP, TAYLOR METAL "RPV" RIDGE PERFORATED VENT O.A.E.
- 11 SIGNAGE, O.F.C.I. MUST MEET ADA REQUIREMENTS.
- 12 FASCIA JOINT COVER CUT FROM SIDING MATERIAL
- 13 CAULK PERIMETER OF DOOR AND WINDOW FRAMES (EXTERIOR AND INTERIOR) W/ SANDED CAULKING, PROVIDE COLOR SAMPLES FOR OWNER'S SELECTION
- 14 WALL VENT
- 15 24 GA. SHEET METAL BEAM END CAP W/ 3/8" HEMMED EDGES, MATCH SHEET METAL ROOFING MATERIAL
- 16 PROVIDE 2X CEDAR BASE W/ BEVELED EDGES, SIZED TO PROVIDE 1" BORDER AROUND WALL MOUNTED FIXTURE, DUCT OR PIPE FITTING; BUTT SIDING TO EDGE OF CEDAR BASE:
  - a) LIGHT FIXTURE
  - b) EXHAUST FAN HOODED DISCHARGE
  - c) LIGHTING PHOTO CELL CONTROL
  - d) WATER HEATER EXHAUST DUCT
- 17 TUBULAR SKYLIGHT
- 18 GUTTER AND DOWNSPOUT

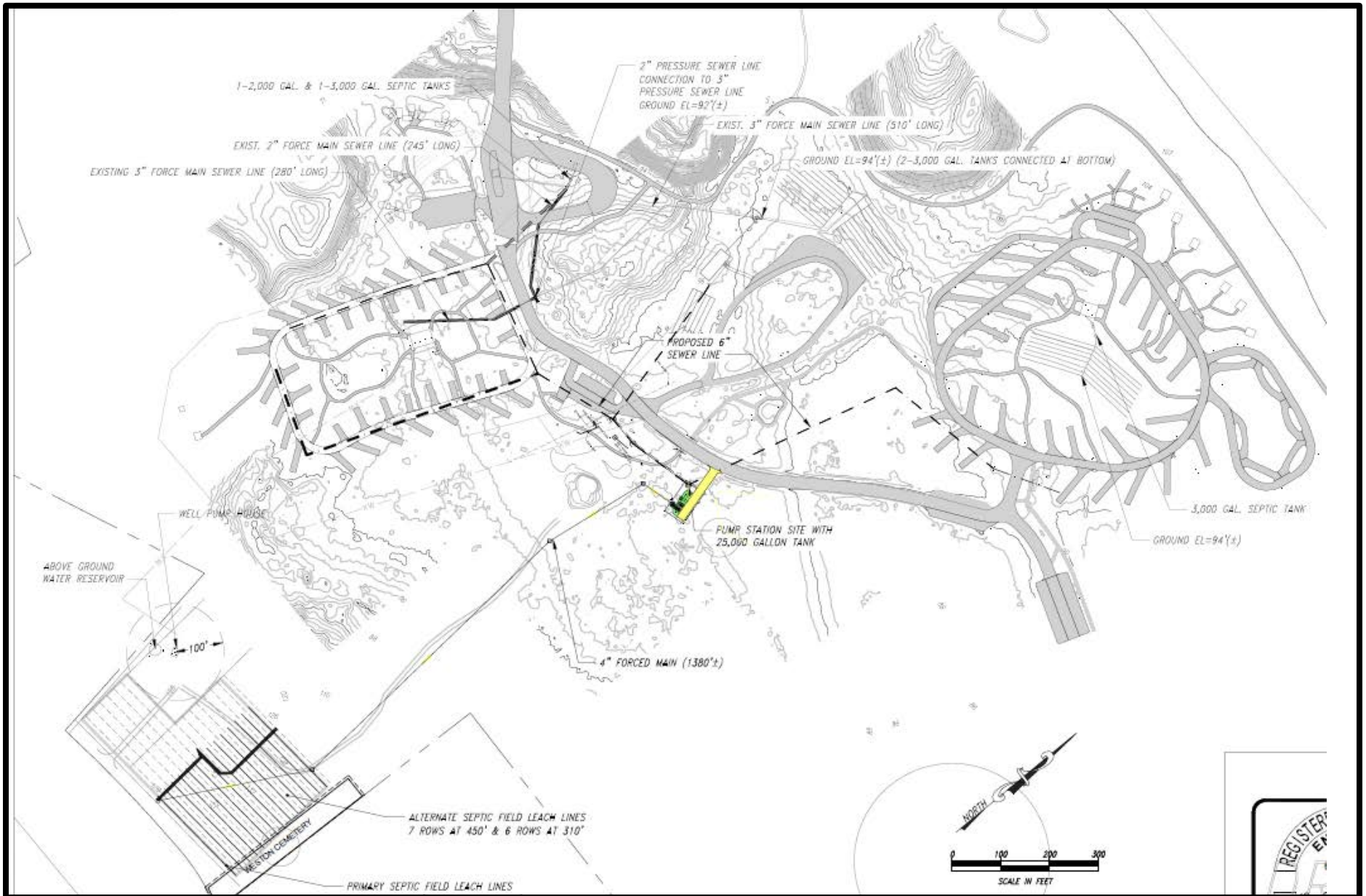


BEAM END CAP-ISOMETRIC VIEW

# Project 3 – New Restroom Shower Building – Umpqua LH SP



# Project 4 – New A-Loop, B-Loop, & Dump Station Drainfield – Champoeg State Heritage Area



# Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item: 8b **Information**  
Topic: Silver Falls Conference Center Bridges Replacement  
Presented by: Clifton J Serres. Engineering Manager

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**Title:** Silver Falls Conference Center Bridges Replacement Awarded Contract

**Location:** Silver Falls State Park

**Description:** The project will provide for the Replacement of two Bridges: 1) Howard Creek Bridge; 2) South Fork of Silver Creek Bridge; 3) Roadwork and Paving Construction; and 4) Utility Relocation.

*Project Manager:* Katrina Kam

*Project Number:* 033254

*Project Budget:* \$1,195,000.00

*Procurement Number:* 8180

*Procurement Budget:* \$ 785,000.00

*Schedule:*

Advertise	Bid Close	Contract Award	Contract Completion
07/02/18	07/19/18	07/31/18	10/15/18

**Information:** Staff received conditional award approval from Commission at the June 13<sup>th</sup> meeting. The information provided confirms the action of award and that the bids were within the amount presented to the Commission.

## Qualified Bids Received:

Name	Location	Bid
Farline Bridge, Inc.	Stayton, OR	\$796,233.00
Conway Construction Co.	Ridgefield, WA	\$803,888.00
Bent, LLC.	Scio, OR	\$970,978.00

*Note: A total of 4 bids were received.*

**Prior Action by Commission:** Conditional Award Approval

**Attachments:** None

**Prepared by:** Clifton J. Serres

## Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item: 8c

Information

Topic: 2019-2023 Oregon Statewide Comprehensive Outdoor Recreation Plan Update

Presented by: Terry Bergerson

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**Background:** To remain qualified for federal Land and Water Conservation Fund grants, each state must prepare a Statewide Comprehensive Outdoor Recreation Plan (SCORP) every five years. The last SCORP for Oregon was completed by the Oregon Parks and Recreation Department (OPRD) and accepted by the National Park Service (NPS) in October 2013. A primary focus of the planning effort was to provide up-to-date, high-quality information to assist recreation providers with park system planning in Oregon. With the completion of that plan, the state maintains eligibility to participate in the Land and Water Conservation Fund (LWCF) up to April 30, 2019.

OPRD is currently in the process of preparing a new five-year SCORP plan for the state. The plan will address five important demographic and societal changes facing outdoor recreation providers in the coming years including:

1. An aging population;
2. An increasingly diverse population;
3. Lack of youth engagement in outdoor recreation;
4. An underserved low-income population; and
5. The health benefits of physical activity.

### **Information Presented:**

The following are key components of the plan:

1. **SCORP Advisory Committee:** Early in the planning effort, OPRD established a 23-member SCORP Advisory Committee to assist the department with the planning process. Members of the group represent various organizations including local, state, and federal recreation providers, interest groups, and consulting experts.
2. **2017 Oregon Resident Outdoor Recreation Survey:** A substantial investment was made to conduct a statewide survey of Oregon residents regarding their outdoor participation in Oregon, as well as their opinions about parks and recreation management. The sample was designed to derive information at various scales including statewide, urban, suburban, and rural for the general population and for the following demographic groups: Young old (ages 60-74), Middle old (ages 75-84), Oregonians of Hispanic/ Latino descent; Oregonians of Asian descent, families with children, low income (annual household income of <\$25,000), male, female, and households that do not participate in outdoor recreation.

3. 2018 Oregon Park and Recreation Provider Surveys: Internet surveys of within Urban Growth Boundary (UGB) and dispersed-setting recreation providers. Project objectives were to describe outdoor recreation funding priorities and identify top management issues and challenges.
4. Demographic and Social Trends Analysis: To better understand how important demographic and social changes will affect outdoor recreation providers in their local service areas in the coming years, the Population Research Center at Portland State University will prepare population estimates and projections for planning and grant program administrative purposes. The project will also identify high-priority counties and cities associated with target demographic groups.
5. Oregon Outdoor Recreation Metrics: Health, Physical Activity, and Value: This research study by Oregon State University will quantify the health benefits of outdoor recreation in Oregon using a variety of metrics, and compare and contrast outdoor recreationists vs. the general population on physical activity goal attainment.
6. Oregon Parkland Mapping Project: This project will develop a multi-jurisdictional parkland and facilities mapping database for Oregon. This project's primary objective is to create a web-based mapping interface allowing Oregon's recreation providers to generate Level of Service parkland and facility maps within their service areas and identify target areas for addressing SCORP issues for grant applications. This mapping interface will be housed on the OPRD website.
7. Need for Non-motorized Trails Funding: An examination of alternatives for establishing a new dedicated funding source for non-motorized trail development and maintenance in Oregon.

Terry Bergerson will provide a brief summary of these important planning components.

**Next Steps:**

1. SCORP workshop with Oregon State Parks and Recreation Commission (November 2018).
2. Staff will finalize draft planning document: (December 2018).
3. Public review of draft plan (January 2019).
4. Submit final plan to Oregon State Parks and Recreation Commission for adoption (February 2019).
5. Submit final plan to National Park Service (March 2019).

**Prior Action by Commission:** Approval of LWCF planning grant request (February 2017).

**Action Requested:** None.

**Prepared by:** Terry Bergerson



## Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item: 9a

Action

Topic: Request to adopt rulemaking- Removing ranches from rates and reservations and eliminating checks as payment for reservations Rules, OAR 736-015-0015, 736-015-0040

Presented by: Katie Gauthier

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### **Background:**

Silver Falls State Park offers several unique group overnight facilities. The Old Ranch and New Ranch each accommodates up to 75 people in dormitory-style bunkhouses. Popular for family reunions and weddings, these facilities have a large commercial kitchen, a central fireplace within a great room, and bunk beds that line an open loft above.

Visitors have an important connection to their experience at the Ranches due to the type and quality of the facility and in part due to the inexpensive rental rate. Alternately, OPRD has an obligation to ensure that the growing and specialized demands of operating them can be sustained while staff also seek to address increasing management needs in other areas of the park. Since 2014 OPRD has considered options to provide management services at the Ranches, specifically contracting with the existing concessionaire that manages the Silver Falls conference center. In order for the agency to consider this option it requested approval to remove the rental rate from rule. In response the commission gave approval to open rulemaking in its June meeting.

Additionally, in the same rule, we requested removal of language allowing checks for reservations made through the call center. The current process requires visitors to send a check into the reservation center at least five days before their stay. Tracking and processing these payments is difficult for our reservation vendor and leads to increased administrative costs. The number of visitors who pay for reservations by check has dwindled to approximately 100 per year.

### **Public Comments:**

The agency received forty written comments on the proposed rule amendments. Commenters had a variety of thoughts, concerns and suggestions on operation of, rates for, and access to the ranches at Silver Falls State Park.

45% of commenters expressed concern over the potential impact on pricing if the proposed rules were to be adopted. Some commenters were concerned that price increases would limit access to families or other traditional user groups. Commenters wanted to ensure that youth groups, non-profits and education focused groups could continue to afford to utilize the ranches.

A few commenters were supportive of paying higher prices, but concerned about changes to the access and availability if management were to change.

30% of commenters expressed concerns about access and availability if management of the ranches were to be contracted with a private company. A number of commenters expressed concerns about the ranches

becoming a wedding venue, at the cost of other historic uses and changing the atmosphere of the facilities.

20% of commenters were concerned about transitioning management of the facility to a private company. They believe management of the facility by a private entity is not in the public interest. The remaining 5% of commenters had questions about the impact of the potential rule change on their current reservations or overall operation of the ranches.

Supportive commenters believed local park managers were in the best position to determine the appropriate management for the park including rates, rule and policies as long as access for the public was maintained.

A public hearing was held in Silverton on July 26, 2018 in the evening. Nine people attended and three people provided oral comments. Those comments are included in the summary of comments.

Overall, there were no comments regarding elimination of checks as a form of payment for reservations.

Many of the comments, questions and concerns raised during the rulemaking process could be addressed during a contract negotiation with the potential management service. Based on comments received, staff have begun discussing with the potential concessionaire a possible management plan that could address questions raised during rulemaking. This includes establishing a process to facilitate access to education, youth or non-profit groups.

**Prior Action by Commission:** In June 2018, the Commission approved opening rulemaking.

**Action Requested:**

Staff recommends adopting amendments to 736-015-0015 and 736-015-0040 to remove ranches from rates and reservations and eliminating checks as payment for reservations.

A copy of the proposed rule is included in Attachment A. These revisions have been reviewed and approved by Assistant Attorney General Steve Shipsey.

**Prepared by:** Katie Gauthier

**Attachments:**

Attachment A – proposed revisions marked copy

Attachment B- proposed revisions clean copy

Attachment C- summary of comments received

9a. Attachment A: 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 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.

(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 and 192.502.

(3) Transaction Fees and Deposits:

(a) The department will charge an \$8 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 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 ~~personal check, money order, certified check~~, department issued gift certificates ~~or travelers check (in U.S. funds)~~ if the person's arrival date is ten or more days from the time the reservation is made. ~~These~~ This forms of payment ~~are 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, ~~Silver Falls Ranches~~, 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 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 an \$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, ~~Silver Falls Ranches~~, 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, ~~Silver Falls Ranches~~, 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.

(9) 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.

Statutory/Other Authority: ORS 390.124

Statutes/Other Implemented: ORS 390.111, 390.121 & 390.124

## **Chapter 736**

### **Division 15**

#### **RATES**

736-015-0040

Miscellaneous Rentals and Products

(1) Firewood: Where conditions permit, firewood will be sold.

(2) Boat Moorage Facilities — \$10 per day per boat: Where boat moorage facilities are provided they may only be reserved with other campsite reservations.

(3) Showers — \$2 per person: Charged where showers are available to non-campers in a campground.

(4) Horse Camping Area:

(a) Type I non-hookup site: \$19 per night per camper unit;

(b) Type II non-hookup site: \$17 per night per camper unit;

(c) Type I hookup site: \$30 per night per camper unit;

(d) Type II hookup site: \$26 per night per camper unit;

(e) Type I group site (accommodates 3-5 units): \$57 per night;

(f) Type II group site (accommodates 3-5 units): \$51 per night;

(g) Type I double site: \$49 per night per two camper units;

(h) Type II double site: \$43 per night per two camper units;

(i) A camper unit consists of a motor home, trailer, tent or camper.

(5) Group Tent Camps: Small group tent areas available in some parks which are designed to accommodate approximately 25 people. Water and toilet facilities are provided nearby, but shower facilities may be some distance away.

(a) Base rate (0-25 people): \$70 per night;

(b) Charges for persons in excess of the 25 person base rate will be \$3 per person per night.

(6) Group RV Camp: Special camp area designed to accommodate RV's requiring hookups in a group setting. The camp has electrical hookups available, water, table, stove, and access to a restroom.

(a) Base rate (up to 10 units): \$100 per night;

(b) Charges for units in excess of the 10-unit base rate: \$10 per unit per night.

(7) Pets Staying Overnight in Facilities (Yurts, Cabins, Tepees): Not more than two pets (cat or dog only) staying overnight in facilities: \$10 per night.

~~(8) Ranch/Bunkhouse: Large communal type bunkhouse facility which includes kitchen and restroom facilities. Minimum fee of \$200 per night for up to 25 persons and \$8 per person per night thereafter up to the maximum occupancy.~~

(98) Youth Camp (Silver Falls): Large capacity group camp facility with cabins, commercial kitchen facilities, dining hall, showers, meeting halls and swimming facilities. Minimum fee of \$800 per night for up to 80 persons and \$10 per person per night thereafter up to a maximum occupancy of 250 persons.

(109) Lodge/Community Hall: Large meeting facility with kitchen and restroom facilities which may be reserved overnight: \$200 per night.

(110) Meeting Hall: Small meeting facility, generally associated with a campground, which may have limited kitchen facilities and restrooms: \$75 per day.

| (~~4211~~) Pavilion: A large, covered day-use facility for group use: Minimum fee of \$100 per event for up to 50 people, and \$1 per person thereafter up to the maximum occupancy of the facility.

| (~~4312~~) Shore Acres Garden: All facility prices, no matter which facility or combination of facilities are booked, start with a minimum of 50 persons per event. Additional people beyond the minimum of 50 are \$1 per person up to a maximum of 100 people per event.

(a) Event Site: A lawn area outside the formal garden or a section of the formal garden (NOTE: sites in the garden must be booked in conjunction with another facility): \$100 per event.

(b) Pavilion (inside the formal garden and must be booked with an event site or the garden house): \$100 per event.

(c) Garden House (inside the formal garden and must be booked with the Pavilion): \$200 per event.

Statutory/Other Authority: ORS 390.124

Statutes/Other Implemented: ORS 390.111, 390.121 & 390.124



9a. Attachment B: Clean 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 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.

(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 and 192.502.

(3) Transaction Fees and Deposits:

(a) The department will charge an \$8 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 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 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 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 an \$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.

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(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.

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(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.

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Statutory/Other Authority: ORS 390.124

Statutes/Other Implemented: ORS 390.111, 390.121 & 390.124

## **Chapter 736**

### **Division 15**

#### **RATES**

736-015-0040

Miscellaneous Rentals and Products

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(9) Lodge/Community Hall: Large meeting facility with kitchen and restroom facilities which may be reserved overnight: \$200 per night.

(10) Meeting Hall: Small meeting facility, generally associated with a campground, which may have limited kitchen facilities and restrooms: \$75 per day.

(11) Pavilion: A large, covered day-use facility for group use: Minimum fee of \$100 per event for up to 50 people, and \$1 per person thereafter up to the maximum occupancy of the facility.

(12) Shore Acres Garden: All facility prices, no matter which facility or combination of facilities are booked, start with a minimum of 50 persons per event. Additional people beyond the minimum of 50 are \$1 per person up to a maximum of 100 people per event.

(a) Event Site: A lawn area outside the formal garden or a section of the formal garden (NOTE: sites in the garden must be booked in conjunction with another facility): \$100 per event.

(b) Pavilion (inside the formal garden and must be booked with an event site or the garden house): \$100 per event.

(c) Garden House (inside the formal garden and must be booked with the Pavilion): \$200 per event.

Statutory/Other Authority: ORS 390.124

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Entity	Type	Name	City/ organization	topic	Opinion	Summary of Comment
Individual	Email	Dan Ramirez		Availability	opposed	Believes there will be limited/no availability for the ranches if they change hands. Likes to donate to the ranches specifically. Would like to see State Parks maintain ownership and raise prices to keep it public.
Individual	Email	Tom Moseman	Oakshire Brewing	Availability	concerned	Is in support of fee increases but is opposed to "new limits on availability."
Individual	Email	Kate Moore		Availability	opposed	Wants the ranches to "remain bookable and affordable for regular people."
Individual	Email	Mira Dontcheva		Availability	opposed	Is concerned about "changing the rules of who can book the ranches" and wants to keep it affordable for everyone.
Individual	Email	Kathryn Jackson		Availability	opposed	"When I call to reserve the ranches are always booked. I prefer they remain managed by Oregon and State park."
Individual	Email	Brent Pawlowski	Corvallis, Oregon	Availability	support	Believes the park management/rangers know what is best for the park (rates, rules, exceptions, etc.). Is in support of local control of each park as long as there are policies in place that are easily accessible to the public.
Individual	Email	Kathy and John Barry	Redding, California	Availability	concerned	Concerned about the ranches becoming a wedding venue and taking away the ambiance
Organization	Email	Oregon Restaurant and Lodging Association		Availability		If new management makes rates for renting the ranches comparable to other venues in the area, then those other vendors have more opportunity for customers. OPRD should consider an approved list of caterers, rather than one specific caterer. This would give customers a choice and would help to bring in local options.

Individual	Electronic Comment Submission			Pricing	Limit	Wants to ensure there are caps on rate increases and restrictions on how far in advance the ranches can be booked. Believes 20-25 tents should be allowed and small trailers without generators should be allowed.
Individual	Email			Pricing	limit	Current rates are reasonable and with a new concessionaire they hope rates are not raised to a level that makes it hard for families to afford.
Individual	Electronic Comment Submission	Noah Bean		Pricing	opposed	Concerned that a third party will take a for-profit approach, reservations will have stipulations (must use catering), and days will be booked solid for weddings etc. Would like to see State Parks maintain ownership and raise prices to keep it public.
Individual	Electronic Comment Submission	Dan Roix	Portland, Oregon	Pricing	opposed	Is concerned with higher rates and the affordability for some. Wants the ranches to remain with the current rate and reservation system.
Individual	Electronic Comment Submission			Pricing	opposed	Does not want an outside vendor running services because they are likely to raise prices. Does not trust the money collected by a vendor will be used to improve the location.
Individual	Electronic Comment Submission			Pricing	opposed	Does not want a private concession to run the ranches as the pricing would raise and would be astronomical for most, thus taking away a resource from Oregonians.
Individual	Email	Amy Black		Pricing	opposed	Concerned that privatizing the ranches will have soaring fees, complicated regulations, and a focus on profit over public access. Would like to see State Parks maintain ownership and raise prices to keep it public.
Individual	Email	Melissa Beeman		Pricing	opposed	Change of management will raise fees drastically and renting the spaces will become unaffordable.
Individual	Email	Becky Adkins		Pricing	opposed	If there were to be an increase in the rental fees it would not be affordable and will make the outdoors exclusive to those who are socioeconomically advantaged.
Individual	Email	Jodie Toft		Pricing	opposed	Wants the ranches to "remain bookable and affordable for regular people."



Individual	Email	Matthew Lapora		Pricing	opposed	Does not want the price to raise drastically. Believes the "feel of the place" would be altered and that another wedding center is not needed. Would like to see this big camping site remain.
Individual	Email	Jeri Orozco		Pricing	opposed	Concerned the rates will increase and that the "retreat" atmosphere will be gone.
Individual	Email	Rita Alves	Salem, Oregon	Pricing	opposed	Does not want pricing to be increased. Would like OPRD to find alternate funding to help with repairs/maintenance. Is concerned privatization is far too common and worries for the future of recreational opportunities.
Individual	Email	Octavian Dum		Pricing	opposed	Is concerned that if the ranches are run by a privately owned company it will be run as a wedding/event venue and costs will go up substantially making it inaccessible to some of the population.
Individual	Email	Gayle Klampe		Pricing	opposed	Believes the facility rental pricing will become prohibitive for most. Questions the day-use fees and why/how are they are not covering park operational needs.
Individual	Email	Cassandra Thompson	Ocelot Creative	Pricing	opposed	Believes the purpose of the ranches is not to compete with surrounding venues. The ranches are a place that many people can afford and without the current rates, it will become inaccessible. Suggests a lottery system for the peak season.
Individual	Email	Joseph Keller	Portland, Oregon	Pricing	opposed	States that if the fees increase it will become unaffordable. Wants an indoor camping experience, not a wedding venue.
Individual	Email	Chas Thompson	Silverton, Oregon	Pricing	opposed	Believes that dramatic pricing and restrictions are not worth improvements that could be made. Does not want a private group, especially one like Cal Parks Co. based out of state to run public Oregon lands in which it is not familiar with.
Organization	Verbal	Kelli Barrett	Salem Child Development Center	Pricing		If management is outsourced and fees increase, Salem Child Development Center would not be able to afford to take their participants on their great outdoor experience and a large part of their programming would unfortunately have to be removed.

Individual	Email	Josh Stewart		Public Interest	opposed	Believes park staff are the best suited to run operations. Looking for the lowest bidder to come run the facilities will mean low wages for their workers. OPRD needs to hire more staff. The ranches are rustic and beautiful as is.
Individual	Email	Josh Vader	Milwaukie, Oregon	Public Interest	opposed	Understands that the costs associated with upkeep and maintenance can increase and requests OPRD increases fees as needed and not sell out to a private organization.
Individual	Electronic Comment Submission and Email	Patrick O'Meara		Public Interest	opposed	Does not believe turning over the ranches to an on-site concession is in the public's best interest.
Individual	Email	Randy Enders		Public Interest	opposed	Does not believe turning over the ranches to an on-site concession is in the public's best interest. Is also concerned the fees will become prohibitive and believes OPRD "has other options within its own management to maintain facilities vs selling out the public."
Individual	Email	LaDonna		Public Interest	opposed	Does not believe turning over the ranches to an on-site concession is in the public's best interest.
Individual	Email	Mike Wolff		Public Interest	opposed	Does not believe turning over the ranches to an on-site concession is in the public's best interest.
Individual	Email	Robyn Statler		Public Interest	opposed	Does not believe turning over the ranches to an on-site concession is in the public's best interest.
Individual	Email	Nancy Willett		Public Interest	opposed	Does not believe turning over the ranches to an on-site concession is in the public's best interest.

						States that the pillars of which the park are operated on (providing outdoor recreation experience, and providing nature experience to youth) would not be upheld with private management. Park staff know and respect the facilities and should remain in charge. The location of the ranches are near to the state park maintenance area and can be reached with little disturbance, but this is not the case if the Conference Center management took over. Furthermore, there has been at least two times of turnover with the conference center management and this trend is not good for the public. This change would prohibit youth groups rentals like outdoor school rentals from use of the site and such groups would now have to compete with weddings and corporate events, thus reducing camping in the area and violating the operating principles.
Individual	Letter	Karen Sjogren		Public Interest	opposed	
Individual	Electronic Comment Submission			Question		Wants to know what the new proposed rates are. While the process is open, can reservation be made?
Individual	Electronic Comment Submission	Julie Elwell		Question		Would like more details about how this change affects the reservation process, the cost, and the rules. Would like to know the reasoning behind this proposed change.
Individual	Email	Jenn Hegstrom		Question		Will their current reservation in September be affected?
Individual	Email	Gaylene Dunham		Question		Wants more information on what this change would mean- reserve and pay through another entity? Closing down the ranches?

Organization	Verbal	Adrienne Blomgren	Urban Parks Concessionaires/ Silver Falls Lodge and Conference Center	Scheduling	support	Works at Silver Falls Lodge and Conference Center and knows of the challenges when those who want a wedding/event book the place for days in advance in order to secure the dates, preventing others from using the facilities when not truly in use. Agrees with rate increases in order to take care of some deferred maintenance needs and believes the change can allow for better scheduling and therefore more availability to multiple types of groups.
Individual	Electronic Comment Submission			General Support	support	"As a previous and current reservation holder of the New Ranch, I concur."

## Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item: 9b Action

Topic: Request to adopt rulemaking- Flexible Fees (736-015-0006, 736-015-0020, 736-015-0040)

Presented by: Katie Gauthier, Legislative & Policy Coordinator

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### **Background:**

Under HB 2318 passed during the 2017 legislative session, the Oregon Parks and Recreation Commission is directed to develop rules to set a reasonable range of rates for fees. The director will then have authority to vary fees within those ranges.

Flexible fee rates give the agency the ability to adjust fees in higher demand areas and while keeping rates lower in other parts of the state. Specific rates for each site will be posted on the website and in the park. This flexibility will be used in a targeted way, with slightly higher rates at the busiest parks and discounts at parks with extra capacity.

The proposed rule would eliminate the type I and II designations currently in rule. Currently in rule, it states Type I sites are at selected high use campgrounds and all remaining campgrounds will be set at the Type II campsite rate. These designations have created questions and confusion for park users. Staff anticipate recommending park designations in policy where they could be more clearly articulated.

The fee ranges vary between \$5 and \$20 based on site type. For meeting facilities, the fee range would be \$50. Attachment C includes a table with current rates and proposed new ranges.

### **Public comment:**

Public comment on the proposed rule change opened August 1 and will close September 10. A hearing on the proposed rule will occur on August 28. All comments will be posted on our rulemaking website after comment period closes and a summary provided at the commission meeting.

**Prior Action by Commission:** In February 2018, the Commission approved opening rulemaking.

**Action Requested:** Staff recommends adopting amendments 736-015-0006, 736-015-0020 and, 736-015-0040 implementing a flexible rate range for certain sites at state parks.

A copy of the proposed rule is included in Attachment A. These revisions have been reviewed and approved by Assistant Attorney General Steve Shipsey.

**Prepared by:** Katie Gauthier

**Attachments:**

Attachment A- proposed rule marked copy

Attachment B- proposed rule clean copy

Attachment C- proposed rate table

9b: Attachment A Proposed Rule marked copy

**736-015-0020**

Overnight Rentals

~~The director may designate a Type I campsite rental schedule at selected high use campgrounds. All remaining campgrounds will be set at the Type II campsite rental schedule.~~ The director is authorized by the commission to include transient lodging taxes in the nightly rental rate and to increase the rental rate to the nearest whole dollar. The department shall retain the additional revenue. Campsite Rental rates (per night per site before tax):

(1) Full Hookup Campsite: Provides campsite with individual water supply, electrical and sewage hookups, table, stove, and access to a restroom.

~~Fee Range: \$26-40~~

~~(a) Type I: \$30.~~

~~(b) Type II: \$26.~~

(2) Electrical Hookup Campsite: Provides campsite with individual water supply and electrical hookups, table, stove, and access to a restroom.

~~(a) Type I: \$28.~~

~~(b) Type II: \$24.~~ Fee Range: \$24-38

(3) Tent Campsite: Provides campsite with water supply nearby but does not have electricity or sewage hookup. Provides table, stove, and access to a restroom.

~~(a) Type I: \$19.~~

~~(b) Type II: \$17.~~

Fee Range: \$17- 22

(4) Primitive Campsite: Provides campsite with table and stove; water and sanitary facilities may be some distance away. All primitive campsites: ~~\$10.~~ Fee Range- \$10-15

(5) Yurt: Rustic units provide a temporary tent structure, covered deck, heat, lights and beds along with outdoor picnic facilities. Deluxe units add kitchen facilities, bathrooms and showers.

~~(a) Rustic: \$42.~~ Fee Range: \$42- 62

~~(b) Deluxe: \$81.~~ Fee Range: \$81-99

(6) Cabin: Rustic units provide a hard-walled wooden structure, covered deck, heat, lights and beds along with outdoor picnic facilities. Totem units are primitive log units. Deluxe 1 units add kitchen facilities, bathrooms and showers.

~~(a) Totem: \$26.~~ Fee Range: \$26-46

~~(b) Rustic: \$42.~~ Fee Range: 42-62

~~(c) Deluxe 1: \$81.~~ Fee Range: \$81-99

(7) Tepee: Tepee replica units vary in diameter from 18' to 26' and provide heat, lights and beds along with outdoor picnic facilities. All tepees: ~~\$42~~ Fee Range \$42-62

(8) Hiker/Boater/Bicyclist Campsite: Provides cleared area for campers without motor vehicles; water and sanitary facilities may be some distance away. All hiker/boater/bicyclist campsites: ~~\$7~~ Fee Range: \$7-12 per camper per night.

(9) Extra Vehicle in Campground: An additional rental rate of \$7 per vehicle is charged when an extra vehicle is driven into the campground and remains overnight.

(10) Extra Motorcycle in Campground: If the initial campsite rental is to a person riding a motorcycle, and the first extra vehicle is a motorcycle, the second motorcycle will not be charged. Additional motorcycles in the site will be charged \$7 as an extra vehicle. The \$7 extra vehicle charge will allow up to two motorcycles per extra vehicle charge.

(11) Pre-Registration (where available): The department may allow a person with a reservation for individual tent, electrical or full hook-up campsites to expedite the check-in process by registering on-line prior to or upon arrival at the park area.

(12) Pursuant to ORS 105.672 to 105.696, overnight rental charges under this rule are for use of the assigned area or park facility of the state park land for camping and not for any other recreational purpose or area of state park land. The immunities provided under ORS 105.682 apply to use of state park land for any other recreational purpose.

### **736-015-0040**

#### Miscellaneous Rentals and Products

(1) Firewood: Where conditions permit, firewood will be sold.

(2) Boat Moorage Facilities — \$10 per day per boat: Where boat moorage facilities are provided they may only be reserved with other campsite reservations.

(3) Showers — \$2 per person: Charged where showers are available to non-campers in a campground.

(4) Horse Camping Area:

(a) ~~Type I~~ non-hookup site: ~~\$19~~ 17-22 per night per camper unit;

(b) ~~Type II non-hookup site: \$17 per night per camper unit;~~

(c) ~~Type I~~ hookup site: ~~\$30-26-40~~ per night per camper unit;

(d) ~~Type II hookup site: \$26 per night per camper unit;~~

(e) ~~Type I~~ group site (accommodates 3-5 units): ~~\$57~~ 51-66 per night;

(f) ~~Type II group site (accommodates 3-5 units): \$51 per night;~~

(g) ~~Type I~~ double site: ~~\$43-69~~ 49 per night per two camper units;

(h) ~~Type II double site: \$43 per night per two camper units;~~

(i) A camper unit consists of a motor home, trailer, tent or camper.

(5) Group Tent Camps: Small group tent areas available in some parks which are designed to accommodate approximately 25 people. Water and toilet facilities are provided nearby, but shower facilities may be some distance away.

(a) Base rate (0-25 people): \$70-90 per night;



(b) Charges for persons in excess of the 25 person base rate will be \$3 per person per night.

(6) Group RV Camp: Special camp area designed to accommodate RV's requiring hookups in a group setting. The camp has electrical hookups available, water, table, stove, and access to a restroom.

(a) Base rate (up to 10 units): \$100-~~120~~ per night;

(b) Charges for units in excess of the 10-unit base rate: \$10 per unit per night.

(7) Pets Staying Overnight in Facilities (Yurts, Cabins, Tepees): Not more than two pets (cat or dog only) staying overnight in facilities: \$10 per night.

~~(8) Ranch/Bunkhouse: Large communal type bunkhouse facility which includes kitchen and restroom facilities. Minimum fee of \$200 per night for up to 25 persons and \$8 per person per night thereafter up to the maximum occupancy.~~

(9) Youth Camp (Silver Falls): Large capacity group camp facility with cabins, commercial kitchen facilities, dining hall, showers, meeting halls and swimming facilities. Minimum fee of \$800 per night for up to 80 persons and \$10 per person per night thereafter up to a maximum occupancy of 250 persons.

(10) Lodge/Community Hall: Large meeting facility with kitchen and restroom facilities which may be reserved overnight: Fee Range: \$200-250 per night.

(11) Meeting Hall: Small meeting facility, generally associated with a campground, which may have limited kitchen facilities and restrooms: Fee Range: \$75-125 per day.

(12) Pavilion: A large, covered day-use facility for group use: Minimum fee of \$100-150 per event for up to 50 people, and \$1 per person thereafter up to the maximum occupancy of the facility.

(13) Shore Acres Garden: All facility prices, no matter which facility or combination of facilities are booked, start with a minimum of 50 persons per event. Additional people beyond the minimum of 50 are \$1 per person up to a maximum of 100 people per event.

(a) Event Site: A lawn area outside the formal garden or a section of the formal garden (NOTE: sites in the garden must be booked in conjunction with another facility): Fee Range: \$100-150 per event.

(b) Pavilion (inside the formal garden and must be booked with an event site or the garden house): Fee Range: \$100-150 per event.

(c) Garden House (inside the formal garden and must be booked with the Pavilion): Fee Range: \$200- \$250 per event.

Statutory/Other Authority: ORS 390.124

Statutes/Other Implemented: ORS 390.111, 390.121 & 390.12

9b. Attachment B: Flexible Fee proposed rule change clean copy

**736-015-0006**

As used in this division, unless the context requires otherwise:

- (1) "Adoptive Foster Families" means one or more persons who have adopted one or more foster children pursuant to ORS 418.285. At least one of the children must currently be under 18 years of age and living with the Adoptive Foster Family.
- (2) "Commission" means the Oregon State Parks and Recreation Commission.
- (3) "Department" means the Oregon State Parks and Recreation Department.
- (4) "Director" means the director of the department.
- (5) "Enforcement Officer" means a peace officer or park employee specifically designated by the director under ORS 390.050 to investigate observed or reported violations, and to issue oral or written warnings or citations to enforce park area rules.
- (6) "Foster Families" means persons with their foster children, who currently maintain:
  - (a) A Foster Home, a Relative Home for Children or a Foster Home for Children with Developmental Disabilities, as described in ORS 418.625 or 443.830;
  - (b) A Foster Home certified by the Oregon Youth Authority under OAR chapter 416, division 530;
  - (c) A Foster Home certified by any of the nine federally-recognized tribal governments as listed in ORS 172.110; or
  - (d) A therapeutic Foster Home for Children with Developmental Disabilities provided through a third-party provider that has been certified by the Department of Human Services.
- (7) "In Kind Services" means a group or person who provides, at the direction of park staff, materials or services whose value to the park area equals or is greater than the normal fees.
- (8) "Marketing and Promotion" generally are agency-sponsored events that are of regional or statewide significance promoting tourism or partnerships with local communities, other agencies or economic development.
- (9) "Motor Vehicle" as defined in ORS 801.360 means a vehicle that is self-propelled or designed for self-propulsion. ORS 801.590 further defines "vehicle" as "any device in, upon or by which any person or property is or may be transported or drawn upon a public highway and includes vehicles that are propelled or powered by any means."
- (10) "Non-Profit Entity" means a group having a 501c(3) exempt status filed with the US Department

of Internal Revenue Service.

(11) "Park Area" means any state park, wayside, corridor, monument, historic, or recreation area, except portions of ocean shore recreation areas not abutting a state park or wayside, under the jurisdiction of the department.

(12) "Park Employee" means an employee of the department.

(13) "Park Facility" includes but is not limited to individual and group campsites, day use areas and shelters, cabins, yurts, tepees, meeting halls, lodges, pavilions, and other amenities of the department.

(14) "Park Manager" means the supervisor or designated park employee in charge of a park area.

(15) "Peace Officer" means a sheriff, constable, marshal, municipal police officer, member of the Oregon State Police, and other persons as may be designated by law.

(16) "Person" includes individuals, a public or private corporation, an unincorporated association, a partnership, a government or a governmental instrumentality.

(17) "Reduced Service Level" means a reduction in the normal level of service that a person may reasonably expect due to the department's action/inaction or park facility failure lasting longer than 24 hours.

(18) "Reservation Cancellation" means the person requests an existing reservation be ended without the creation of a new reservation.

(19) "Reservation Change" means a modification to an existing reservation by a person that changes the arrival or departure dates, a complete change to reservation dates, or changes the type of site from the original request.

(20) "Special Events" may be an activity sponsored or co-sponsored by the department, an event that provides entertainment to park visitors, or other activities that promote the mission of the department or Oregon tourism.

(21) "Traditional Tribal Activities" generally means traditional, spiritual, natural and cultural resource practices that would have been or which still are conducted by a federally recognized tribe or its members.

(22) "Fee Range" means a range of fees that may be charged for a campsite. The Director will set the actual fee for each campsite within that range.

### **736-015-0020**

The director is authorized by the commission to include transient lodging taxes in the nightly rental rate and to increase the rental rate to the nearest whole dollar. The department shall retain the additional revenue. Campsite Rental rates (per night per site before tax):

- (1) Full Hookup Campsite: Provides campsite with individual water supply, electrical and sewage hookups, table, stove, and access to a restroom. Fee Range: \$26-40
- (2) Electrical Hookup Campsite: Provides campsite with individual water supply and electrical hookups, table, stove, and access to a restroom. Fee Range: \$24-38
- (3) Tent Campsite: Provides campsite with water supply nearby but does not have electricity or sewage hookup. Provides table, stove, and access to a restroom. Fee Range: \$17-22
- (4) Primitive Campsite: Provides campsite with table and stove; water and sanitary facilities may be some distance away. All primitive campsites Fee Range: \$10-15.
- (5) Yurt: Rustic units provide a temporary tent structure, covered deck, heat, lights and beds along with outdoor picnic facilities. Deluxe units add kitchen facilities, bathrooms and showers.
  - (a) Rustic: Fee Range: \$42-62.
  - (b) Deluxe: Fee Range: \$81-99.
- (6) Cabin: Rustic units provide a hard-walled wooden structure, covered deck, heat, lights and beds along with outdoor picnic facilities. Totem units are primitive log units. Deluxe 1 units add kitchen facilities, bathrooms and showers.
  - (a) Totem: Fee Range: \$26-46.
  - (b) Rustic: Fee Range: \$42-62.
  - (c) Deluxe 1: Fee Range: \$81-99.
- (7) Tepee: Tepee replica units vary in diameter from 18' to 26' and provide heat, lights and beds along with outdoor picnic facilities. All tepees: Fee Range: \$42-62.
- (8) Hiker/Boater/Bicyclist Campsite: Provides cleared area for campers without motor vehicles; water and sanitary facilities may be some distance away. All hiker/boater/bicyclist campsites: Fee Range: \$7-12 per camper per night.
- (9) Extra Vehicle in Campground: An additional rental rate of \$7 per vehicle is charged when an extra vehicle is driven into the campground and remains overnight.
- (10) Extra Motorcycle in Campground: If the initial campsite rental is to a person riding a motorcycle, and the first extra vehicle is a motorcycle, the second motorcycle will not be charged. Additional motorcycles in the site will be charged \$7 as an extra vehicle. The \$7 extra vehicle charge will allow up to two motorcycles per extra vehicle charge.
- (11) Pre-Registration (where available): The department may allow a person with a reservation for

individual tent, electrical or full hook-up campsites to expedite the check-in process by registering on-line prior to or upon arrival at the park area.

(12) Pursuant to ORS 105.672 to 105.696, overnight rental charges under this rule are for use of the assigned area or park facility of the state park land for camping and not for any other recreational purpose or area of state park land. The immunities provided under ORS 105.682 apply to use of state park land for any other recreational purpose.

### **736-015-0040**

(1) Firewood: Where conditions permit, firewood will be sold.

(2) Boat Moorage Facilities — \$10 per day per boat: Where boat moorage facilities are provided they may only be reserved with other campsite reservations.

(3) Showers — \$2 per person: Charged where showers are available to non-campers in a campground.

(4) Horse Camping Area:

(a) Non-hookup site: Fee Range: \$17-22 per night per camper unit;

(b) Hookup site: Fee Range: \$26-40 per night per camper unit;

(c) Group site (accommodates 3-5 units): Fee Range: \$51-66 per night;

(d) Double site: Fee Range: \$43-69 per night per two camper units;

(e) A camper unit consists of a motor home, trailer, tent or camper.

(5) Group Tent Camps: Small group tent areas available in some parks which are designed to accommodate approximately 25 people. Water and toilet facilities are provided nearby, but shower facilities may be some distance away.

(a) Base rate (0-25 people): Fee Range: \$70-90 per night;

(b) Charges for persons in excess of the 25 person base rate will be \$3 per person per night.

(6) Group RV Camp: Special camp area designed to accommodate RV's requiring hookups in a group setting. The camp has electrical hookups available, water, table, stove, and access to a restroom.

(a) Base rate (up to 10 units): Fee Range: \$100-120 per night;

(b) Charges for units in excess of the 10-unit base rate: \$10 per unit per night.

(7) Pets Staying Overnight in Facilities (Yurts, Cabins, Tepees): Not more than two pets (cat or dog only) staying overnight in facilities: \$10 per night.

(8) Youth Camp (Silver Falls): Large capacity group camp facility with cabins, commercial kitchen facilities, dining hall, showers, meeting halls and swimming facilities. Minimum fee of \$800 per night for up to 80 persons and \$10 per person per night thereafter up to a maximum occupancy of 250 persons.

(9) Lodge/Community Hall: Large meeting facility with kitchen and restroom facilities which may be reserved overnight: Fee Range \$200-250 per night.

(10) Meeting Hall: Small meeting facility, generally associated with a campground, which may have limited kitchen facilities and restrooms: Fee Range \$75-125 per day.

(11) Pavilion: A large, covered day-use facility for group use: Minimum fee range of \$100-125 per event for up to 50 people, and \$1 per person thereafter up to the maximum occupancy of the facility.

(12) Shore Acres Garden: All facility prices, no matter which facility or combination of facilities are booked, start with a minimum of 50 persons per event. Additional people beyond the minimum of 50 are \$1 per person up to a maximum of 100 people per event.

(a) Event Site: A lawn area outside the formal garden or a section of the formal garden (NOTE: sites in the garden must be booked in conjunction with another facility): Fee Range \$100-150 per event.

(b) Pavilion (inside the formal garden and must be booked with an event site or the garden house): Fee Range \$100-150 per event.

(c) Garden House (inside the formal garden and must be booked with the Pavilion): Fee Range: \$200-250 per event.

9b. Attachment C

**Proposed Rate Table**

	<b>Current Rate</b>	<b>Proposed Range</b>
<b>Full Hook Up</b>		
Type I	\$30	\$26-40
Type II	\$26	
<b>Electric Hook Up</b>		
Type I	\$28	\$24-38
Type II	\$24	
<b>Tent</b>		
Type I	\$19	\$17-22
Type II	\$17	
Primitive	\$10	\$10-15
<b>Hiker-Biker</b>		
All sites	\$7	\$7-12
<b>Yurt</b>		
Rustic	\$42	\$42-62
Deluxe	\$81	\$81-99
<b>Cabin</b>		
Totem	\$26	\$26-46
Rustic	\$42	\$42-62
Deluxe	\$81	\$81-99
<b>Horse Camp</b>		
Type I- non-hook up	\$19	\$17-22
Type II- non-hook up	\$17	
Type I- hook up	\$30	\$26-40
Type II- hook up	\$26	
<b>Group Site</b>		
Type I	\$57	\$51-66
Type II	\$51	
Group Tent Camp	\$70	\$70-90
Group RV Camp	\$100	\$100-120
<b>Double Site</b>		
Type I	\$49	\$43-69
Type II	\$43	
<b>Meeting Facilities</b>		
Lodge/Community Hall	\$200	\$200-250
Meeting Hall	\$75	\$75-125
Pavilion	\$100	\$100-150
Event Site	\$100	\$100-150
Garden House	\$200	\$200-\$250

**Oregon Parks and Recreation Commission**  
**September 18, 2018**

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Agenda Item:	10a	Information
Topic:	Report of Scenic Waterway Program Notification Actions and Ocean Shore Permits Issued from May 11, 2018 through August 17, 2018.	
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 NOTIFICATIONS**

August 15, 2018 approved Notification of Intent 2B-1021-18 for Timothy and Kristen Phillips to construct a studio next to their residential home within the South Bend River Community Area on the Upper Deschutes State Scenic Waterway. The proposal was approved as it will be finished in muted tones to blend in with the natural surroundings, meets the height and river setback standards, and because vegetation screening will be maintained to ensure the structure is screened from the river.

August 15, 2018 approved Notification of Intent 2B-1019-18 for Dan Ralph and Kate Jones to replace a manufactured home with a single family residential home within the General Patch Bridge River Community Area on the Upper Deschutes State Scenic Waterway. Minimal vegetation removal is necessary within the footprint of the replacement dwelling (up to three trees). The proposal was approved as it will be finished in muted tones to blend with the natural surroundings, meets the height and river setback standards, and vegetation will be maintained to ensure the structure is screened from the river.

August 8, 2018 approved Notification of Intent 7-716-18 for Josephine County to salvage log 30 acres within the Rogue River State Scenic Waterway. Applicant will remove fire damaged trees and replant Douglas-fir, to regenerate the forest after the 2018 Taylor Creek fire. Riparian areas will not be logged as there was minimal damage to resources along the tributaries and the main stem of the Rogue River.

July 23, 2018 approved Notification of Intent 2B-1020-18 for James and Rhonda Lukich to construct additions to their existing single family residence within the General Patch Bridge River Community Area on the Upper Deschutes State Scenic Waterway. The proposal was approved as it will be finished in muted tones to blend in with the natural surroundings (including the replacement of the existing red roof with a non-reflective dark bronze metal roof), meets the height and river setback standards, and because vegetation screening will be maintained and enhanced to improve screening from the river.

July 9, 2018 approved Notification of Intent 4B-42-18 for USFS-Malheur National Forest to restore aquatic and riparian areas along Bear Creek to the confluence with the Middle Fork John Day State Scenic Waterway. Restoration to include installation of wood jams, beaver dams, and floodplain posts. USFS will plant new cottonwood, willow, dogwood, and sedges for riparian enhancement, and thin pine forests to improve forest health.

July 5, 2018 approved Notification of Intent 16-91-18 for Blaine Timber LLC to thin 25.5 of red alder (*Alnus rubra*), leaving conifer trees intact, within the Nestucca River State Scenic Waterway. Recommendations were made to leave a 100-foot buffer along the river bank to substantially screen the project from view, feather clear-cut edges, leave well-designed clumps of seed trees in sufficient densities to visually break up harvest openings, avoid leaving flag trees on ridge tops, and prioritize replanting.



June 6, 2018 approved Notification of Intent 2B-1018-18 for Bob Dixon to construct a covered outdoor kitchen in the Upper Deschutes River Scenic Waterway. The proposal was approved as it will be finished in muted tones to blend in with the natural surroundings, meets the height and river setback standards, and because vegetation screening will be maintained and enhanced as needed to ensure the structure is screened from the river.

June 2, 2018 approved Notification of Intent 16-90-18 for Hancock Forest Management to harvest 104 acres of hardwood and conifer forest within the Nestucca River State Scenic Waterway. Recommendations were made to leave a 100-foot buffer along the river bank to substantially screen the project from view, feather clear-cut edges, leave well-designed clumps of seed trees in sufficient densities to visually break up harvest openings, avoid leaving flag trees on ridge tops, and prioritize replanting.

May 25, 2018 approved Notification of Intent 2A-233-18 for Carol Falleur to undertake hazard tree removal, fire risk reduction, and for construction of an attached residential deck at the property within the Middle Deschutes River Scenic Waterway. The proposal met all the State Scenic Waterway regulations including exceeding set back distances from the rimrock, finishing in muted colors and maintaining vegetation screening so that the property structures are not visible from the waterway.

May 25, 2018 approved Notification of Intent 2A-232-18 for Mary Lou Polvi to replace the residential structure and install a new septic system on the Middle Deschutes River Scenic Waterway. The construction was approved because it will be built over the existing home footprint, the structure will be finished in muted tones and the riparian area on the property has sufficient vegetation to screen the structures from the river.

May 23, 2018 approved Notification of Intent 2A-231-18 for Ronald Dutton-Sonnevil to construct a deck on his property along the Middle Deschutes River Scenic Waterway. The construction proposed is attached to the residential home and was approved because the colors will be finished in muted tones, it exceeds the rim rock setback distances and no vegetation screening will be removed by the installment.

May 15, 2018 approved Notification of Intent 22-06-18 for Chetco Resources, LLC to salvage log 38 acres within the Chetco River State Scenic Waterway. Remove fire damaged trees and replant Douglas-fir to regenerate the forest after the 2017 Chetco Bar fire. Riparian areas will not be logged as there was minimal damage to resources along the tributaries and the main stem of the Chetco River.

May 12, 2018 approved Notification of Intent 7-715-18 for Trenor Scott to clear property for two homesites and driveway on the Rogue River State Scenic Waterway. One acre of a total of 20 acres will be cleared for the homesite with substantial forest screening to the scenic waterway.

### **OCEAN SHORES ALTERATION DECISIONS**

On June 4, 2018, Ocean Shore Permit #2891-18 was approved for the Bureau of Land Management for sand alteration to mechanically breach the New River Spit to alleviate seasonal flooding, with the goal to enhance a variety of natural habitats including dunes and riparian areas for species including Coho salmon and Western snowy plover. The project will be performed in two phases. Phase 1 includes pre-breach work prior to Fall rains and high river flows, to remove a majority of the sand from the landward side of the foredune, while leaving a “plug” of sand. The second phase involves removal of the “plug”, which may occur naturally by a high water event or manually breached under permit conditions, if necessary, which will alleviate potential flood damage to the subject property and neighboring properties. The subject property is located in T30S R15W Sections 3, 10, 15, 22, 28, and 33, and T31 R15W Sections 4 and 5, located in Coos and Curry Counties from Storm Ranch to Hanson Slough Outlet.

**Prior Action by the Commission:** None

**Action Requested:** None

**Attachments:** None

**Prepared by:** Stewardship Section Staff

**Oregon Parks and Recreation Commission**  
**September 18, 2018**

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Agenda Item: 10b

Information

Topic: Procurement Report

Presented by: Tracy Loudon, Administrator Business and Technology Solutions

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The attached report includes:

- 3 New agreements for a total of \$1,056,000
- 37 New contracts for total of \$2,487,728
- 29 Amendments for a total of \$568,568

**Action Requested:** None.

**Attachments:** Procurement Report

**Prepared by:** Sarah Santos

**OREGON PARKS AND RECREATION DEPARTMENT**

Procurement Report  
May - July 2018

Executed	Contractor	Location	Project	FIP	Original Contract \$	Current Amendment	Amendments To Date	Current Contract Value	Comments
<b>GOODS AND/OR SERVICES CONTRACTS</b>									
05/08/18	Frontier Unlimited, LLC	Beachside State Recreation Site in Lincoln County	Firewood delivery		\$24,000			\$24,000	New price agreement
05/08/18	Keith Whitehead Reforestation, LLC	Cape Lookout State Park in Tillamook County	Cape Creek forest thinning		\$47,705			\$47,705	New timber sale contract (revenue)
05/10/18	SHI International	Headquarters in Marion County	Ivanti annual software maintenance		\$16,324			\$16,324	New Contract
05/11/18	Clackamas River Outfitters	Milo McIver State Park in Clackamas county	Pilot concession for paddle sport activities		\$2,500			\$2,500	New Contract
05/16/18	SHI International	Headquarters in Marion County	Adobe Creative Cloud Subscription		\$4,580			\$4,580	New Contract
05/18/18	Tex M. Ward	Detroit Lake State Recreation Area in Marion County	Firewood delivery		\$75,000			\$75,000	New price agreement
05/22/18	Slice Recovery, Inc	South Beach State Park in Lincoln County	Firewood delivery		\$85,000			\$85,000	New price agreement
05/22/18	CDW-G	Headquarters in Marion County	HP desktop computer replacements		\$18,917			\$18,917	New Contract
05/22/18	CDW-G	Headquarters in Marion County	Laptops for replacements		\$46,469			\$46,469	New Contract
05/31/18	Morse Bros. Inc. (Knife River Corporation - Northwest)	Silver Falls State Park in Marion County	Precast/prestressed concrete bridge decks (2)		\$154,880			\$154,880	New Contract
06/05/18	CDW-G	Headquarters in Marion County	Vmware Host Server Upgrade		\$10,153			\$10,153	New Contract
06/08/18	Frontier Unlimited, LLC	Silver Falls State Park in Marion County	Firewood delivery		\$79,000			\$79,000	New price agreement
06/20/18	Complete Wireless Solutions	Willamette Mission Management Unit in Marion County	Wireless Radios for Emergency Management Trailer		\$2,125			\$2,125	New Contract
6/22/2018	CXT Inc.	Banks - Vernonia State Trail in Columbia and Washington Counties	Vault restroom for trailhead		\$52,677			\$52,677	New Contract
06/25/18	The Robbins Company	Statewide	Uniform metal badges, name tags, and pins		\$0	\$0	\$0	\$0	Amendment 1 to price agreement
07/05/18	Gary A. Davies	L.L. "Stub" Stewart Memorial State Park in Washington County	Firewood delivery		\$114,000			\$114,000	New price agreement
07/13/18	Maksimum Inc.	Joseph H. Stewart State Recreation Area and Tou Velle State Recreation Site in Jackson County	Law enforcement		\$36,872	\$0	\$0	\$36,872	Amendment 1 extends the contract term date to allow continuation of services.
07/20/18	American Ingenuity, LLC	Prineville Reservoir State Park in Crook County	Rental of portable toilets and related services		\$50,000	\$50,000	\$90,000	\$140,000	Amendment 1 extends the contract term date to allow continuation of services.
07/24/18	Western Wood Structures Inc	Brian Booth State Park in Lincoln County	Boardwalk materials		\$138,962			\$138,962	New Contract
07/24/18	Wyeast Timber Services, LLC	John B. Yeon State Scenic Corridor and Historic Columbia River Trail in Multnomah and Hood River Counties,	Removal of hazardous trees damage for the 2017 forest fire.		\$148,960			\$148,960	New Contract

**OREGON PARKS AND RECREATION DEPARTMENT**

Procurement Report  
May - July 2018

Executed	Contractor	Location	Project	FIP	Original Contract \$	Current Amendment	Amendments To Date	Current Contract Value	Comments
<b>GOODS AND/OR SERVICES CONTRACTS (Continued)</b>									
06/28/18	Tillamook Ice Company LLC	Cape Lookout State Park in Tillamook County	Bagged Ice Delivery Services		\$37,500			\$37,500	New Contract
05/22/18	CDW-G	Headquarters in Marion County	Vmware Host Server Warranty		\$3,686			\$3,686	New Contract
<b>PERSONAL SERVICES CONTRACTS</b>									
07/31/18	Concessions Hospitality Management Government Services	Statewide	Concession program analysis and consultation		\$149,736	\$0	\$0	\$149,736	Amendment 1 provides more detail and reallocates remaining budget for phase 2 tasks.
<b>PUBLIC IMPROVEMENTS CONTRACTS</b>									
05/01/18	Tapani, Inc.	Cottonwood Canyon State Park in Gilliam and Sherwood Counties	Experience center development	X	\$1,744,098	\$167,586		\$1,911,684	Change order 1 for revised utility drawing and additional quantity of utilities, larger electrical kiosks.
05/17/18	R & G Excavation, Inc.	Beverly Beach State Park in Lincoln County	Water treatment plant replacement project	X	\$504,590	\$12,463	\$142,703	\$659,756	Change order 3 for additional electrical service & UG splice box, light fixtures, relocate water tank & booster pumps and additional time to complete the work.
05/22/18	Tornado Soft Excavation, LLC.	Willamette Mission State Park in Marion County	Culvert maintenance project	X	\$82,422			\$82,422	New contract
06/04/18	Tidewater Contractors, Inc.	Harris Beach State Park in Curry County	Campground paving phase 2	X	\$389,275	\$60,257		\$449,532	Change order 1 for additional drains, repair to access road, removal of concrete slab in maintenance yard, modify culvert at RV dump site, additional pavement markings and adjustments to final quantities.
06/14/18	Phil Sitz Construction	Lake Owyhee State Park in Malheur County	Site improvements at Indian Creek cabins	X	\$53,300	\$19,201		\$72,501	Change order 1 for additional haul costs, roof dripline, gravel for pad and concrete wheel stops
07/02/18	Voss Construction, LLC	Heceta Head Lighthouse State Park in Lane County	Interior column repair	X	\$98,070			\$98,070	New Contract
07/05/18	PLI Systems	Tryon Creek State Natural Area in Multnomah County	Red fox trail bridge abutment repair	X	\$35,885			\$35,885	New Contract
07/10/18	US West Corporation	Harris Beach State Park in Curry County	Phase 2 water and electrical utility upgrades	X	\$1,471,154		\$148,164	\$1,619,318	Change order 5 for additional time to complete the work
07/11/18	US West Corporation	Harris Beach State Park in Curry County	Phase 2 water and electrical utility upgrades	X	\$1,471,154	\$108,525	\$148,164	\$1,727,843	Change order 6 to install RV sewer inlets, unit cost adjust for equipment, labor and operators
07/31/18	Farline Bridge, Inc.	Silver Falls State Park in Marion County	Replacement of two vehicle bridges	X	\$796,233			\$796,233	New contract
07/31/18	Banzer Construction Co.	Sitka Sedge State Natural Area in Tillamook County	Initial development	X	\$298,238	\$88,327		\$386,565	Change order 1 for additional sub-grade road stabilization
<b>CONSTRUCTION SERVICES CONTACTS (not Public Improvements)</b>									
06/29/18	Lighthouse Lamp Shope, Inc.	Heceta Head Lighthouse State Scenic Viewpoint in Lane County	First order Fresnel lens protection	X	\$36,127			\$36,127	New Contract
<b>ARCHITECTURAL AND ENGINEERING SERVICES CONTRACTS</b>									
05/03/18	Environmental Engineering Services, Inc.	Jasper State Recreation Site in Lane County	Well house electrical engineering	X	\$3,960			\$3,960	New Contract
05/21/18	Project Delivery Group	Milo McIver State Park in Clackamas County	Water distribution system	X	\$29,700			\$29,700	New Contract
05/31/18	Anderson Shirley Architects, Inc.	Tryon Creek State Natural Area in Multnomah County	Schematic Architectural plans	X	\$12,000	\$0	\$0	\$12,000	Amendment 1 for additional time to complete the work

**OREGON PARKS AND RECREATION DEPARTMENT**

Procurement Report  
May - July 2018

Executed	Contractor	Location	Project	FIP	Original Contract \$	Current Amendment	Amendments To Date	Current Contract Value	Comments
<b>ARCHITECTURAL AND ENGINEERING SERVICES CONTRACTS (Continued)</b>									
05/31/18	Project Delivery Group, LLC	Banks-Vernonia State Trail	Trail slide repair consultation	X	\$7,300	\$10,790	\$0	\$18,090	Amendment 1 for additional work to develop construction documents, more detailed design.
06/05/18	KPFF, Inc.	Joseph Stewart State Park in Jackson County	Moorage dock replacement design and analysis	X	\$178,457			\$178,457	New Contract
06/12/18	Anderson Shirley Architects, Inc.	Tryon Creek State Natural Area in Multnomah County	Schematic Architectural plans	X	\$12,000	\$23,325	\$0	\$35,325	Amendment 1 for construction document preparation and services during construction process
06/18/18	Landis Corporation dba Landis Consulting	Cottonwood Canyon State Park in Sherman County	Electrical design	X	\$19,350	\$0	\$0	\$19,350	Amendment 1 extends contract term
06/25/18	Madeline B. Carroll	Wallowa Lake State Park in Wallowa County	Conceptual renderings for Minam and Wallowa Management Units		\$8,500	\$0	\$0	\$8,500	Amendment 1 for additional time to complete the work
06/26/18	Peterson Structural Engineers, Inc.	Golden and Silver Falls State Natural, Sunset Bay State Park in Coos County, and Guy W. Talbot State Park in Multnomah County	Design abutments for trail bridges and design modifications for existing abutments.	X	\$21,000	\$0	\$0	\$21,000	Amendment 1 extends contract term
07/03/18	Landis Corporation dba Landis Consulting	Fort Stevens State Park in Clatsop County	Electrical design of sewer pump stations		\$18,077			\$18,077	New Contract
07/16/18	OTAK, Inc.	Ecola State Park in Clatsop County	Indian beach colver replacement design	X	\$48,754	\$0	\$0	\$48,754	Amendment 2 for additional time to complete the work
07/17/18	Cascade Earth Sciences, Ltd.	Crown Point State Scenic Corridor in Multnomah County	Vista House sewage treatment system upgrades design	X	\$23,000			\$23,000	New Contract
07/18/18	Landis Corporation dba Landis Consulting	Depoe Bay Whale Watching Center in Lincoln County	Analysis and design for new packaged pump installation	X	\$10,710			\$10,710	New Contract
07/30/18	Peterson Structural Engineers, Inc.	Golden and Silver Falls State Natural, Sunset Bay State Park in Coos County, and Guy W. Talbot State Park in Multnomah County	Design abutments for trail bridges and design modifications for existing abutments.	X	\$21,000	\$0	\$0	\$21,000	Amendment 2 extends contract term
07/30/18	Landis Corporation dba Landis Consulting	Cottonwood Canyon State Park in Sherman County	Electrical design for several areas and structures throughout the park	X	\$19,350	\$0	\$0	\$19,350	Amendment 2 extends contract term
07/31/18	Quincy Engineering, Inc.	Tryon Creek State Natural Area in Multnomah County	Red Fox bridge abutment repair design	X	\$21,996	\$0	\$0	\$21,996	Amendment 1 extends the contract term
<b>RELATED SERVICES CONTRACTS</b>									
05/31/18	H.G. Schlicker & Associates, Inc.	Cape Kiwanda State Natural Area in Tillamook County	Geological hazards investigations		\$6,200			\$6,200	New Contract
06/19/18	Geo Terra, Inc.	Silver Falls State Park in Marion County	Photogrammetric mapping		\$11,675			\$11,675	New Contract
06/25/18	Parametrix, Inc.	Salmonberry Trail in Tillamook County	Study to analyze impacts and constraints of using a rail to trail and bypass alternative alignments		\$149,968	\$0	\$0	\$149,968	Amendment 3 extends contract term
07/02/18	Landis Consulting	Tou Velle State Recreation Site in Jackson County	Sewer lift station electrical design	X	\$10,761			\$10,761	New Contract

**OREGON PARKS AND RECREATION DEPARTMENT**

Procurement Report  
May - July 2018

Executed	Contractor	Location	Project	FIP	Original Contract \$	Current Amendment	Amendments To Date	Current Contract Value	Comments
<b>RELATED SERVICES CONTRACTS (Continued)</b>									
07/02/18	Landis Consulting	Nehalem Bay State Park in Tillamook County	Horse concession electrical design	X	\$13,700			\$13,700	New Contract
07/10/18	Willamette Cultural Resources Associates, Ltd.	Silver Falls State Park in Marion County	Eligibility testing for trailhead parking		\$25,313			\$25,313	New Contract
07/23/18	David Evans and Associates	OC&E Woods Line State Trail in Klamath and Lake Counties	Bridge substructure rehabilitation	X	\$10,948	\$5,646	\$35,987	\$52,581	Amendment 5 for additional services of consultation during construction and provide follow up.
07/24/18	Drew Collaborative Works, L.L.C. dba DCW Cost Management	Statewide	Develop a trail projects cost estimating workbook		\$5,000			\$5,000	New Contract
07/25/18	GRI	LaPine and Collier Memorial State Parks in Klamath County	Pavement investigation	X	\$15,000	\$9,366	\$0	\$24,366	Amendment 1 for additional services
07/30/18	Pacific Groundwater Group	Sitka Sedge State Nature Area in Tillamook County	Hydrological analysis	X	\$149,992	\$0	\$3,550	\$153,542	Amendment 2 extends contract term
<b>INTERGOVERNMENTAL AGREEMENTS</b>									
04/30/18	East Multnomah Soil and Water Conservation District	West Gorge and East Gorge Management Units in Multnomah, Hood River and Wasco counties	Post Eagle-Creek fire invasive species survey and control		\$0			\$0	New agreement
05/08/18	Deschutes County Sheriff's Office	Tumalo Management Unit in Deschutes County	Law enforcement		\$0	\$0	\$0	\$0	Amendment 1 term date extended to allow continuation of services.
05/07/18	Portland State University	Pilot Butte State Scenic View Point in Deschutes County	Phase 1 internal facilitation assistance		\$12,050	\$0	\$0	\$12,050	Amendment 1 extends term.
05/03/18	Jefferson County Sheriff's Office	Cove Palisades State Park in Jefferson County	Law enforcement		\$220,000	\$132,000	\$0	\$352,000	Amendment 1 term date extended and funding increased to allow continuation of services.
05/29/18	Portland State University	Bandon State Nature Area in Coos County	Western snowy plover monitoring on the south coast		\$40,000			\$40,000	New Contract
05/31/18	Bureau of Reclamation, Pacific Northwest Regional Office	Prineville Reservoir State Park in Crook County	Cost share for operations and maintenance of federal lands		\$1,056,000			\$1,056,000	New assistance agreement
06/12/18	Oregon State University	Fort Yamhill State Heritage Area in Yamhill County	To conduct an archaeological field school at Fort Yamhill hospital and conduct testing at the sentry box project location.		\$90,050	\$0	\$0	\$90,050	Amendment 1 extends draft and final report deadlines
07/24/18	Jefferson County	Jefferson County	Bikeway sign maintenance		\$0			\$0	New agreement

## Oregon Parks and Recreation Commission

September 19, 2018

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Agenda Item: 10c

Information

Topic: Oregon silverspot butterfly release at Saddle Mountain State Natural Area

Presented by: Trevor Taylor

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On July 12<sup>th</sup>, 545 Oregon silverspot butterfly caterpillars were released in subalpine meadows at Saddle Mountain State Natural Area. The reintroduction was led by a team from Oregon Parks and Recreation Department (OPRD), U.S. Fish and Wildlife Service (USFWS), Oregon Zoo, and Woodland Park Zoo (Seattle, WA). The Oregon silverspot butterfly (*Speyeria zerene hippolyta*) was federally listed as threatened in 1980, and population numbers have declined continuously over the last three decades. Today, just four isolated populations remain: three in Oregon and one in California. Prior to the reintroduction, the last sighting of an Oregon silverspot butterfly on Saddle Mountain was over 40 years ago. No one is sure why the butterflies were extirpated from Saddle Mountain since the park still supports the most intact native pollinator habitat on the Oregon Coast. The host plant for the butterfly, early blue violet (*Viola adunca*), is scattered throughout the subalpine meadows, along with a diverse range of nectar species on which the adult butterflies feed. Restoration efforts to establish butterfly habitat for Oregon silverspots are underway at several locations on the Central and North Coast, including Oregon State Park's Carl G. Washburne Memorial State Park (Big Creek) and Sunset Beach State Recreation Site. As restoration continues over the next decade, we are hoping that Saddle Mountain will provide a habitat anchor for the Oregon silverspot population until reintroductions can take place on a larger scale along the Oregon Coast. Funding for the reintroduction project was provided by the USFWS Cooperative Endangered Species Conservation Fund.

*Photo credits: Mike Patterson*



**Prior Action by the Commission:** None

**Action Requested:** None

**Prepared by:** Celeste Lebo and Trevor Taylor

# Oregon Parks and Recreation Commission

## 2018 PLANNING DATES

January						
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31						

February – PDX Area						
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April – Sitka/Cape Kiwanda						
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June – Frenchglen/Burns						
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August						
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September – Cottonwood Exp Center						
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November – Corvallis/Cascadia						
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### 2018 Commission Meeting

February 21 & 22 Portland Area  
 April 17 & 18 Sitka/Cape Kiwanda Area  
 June 12 & 13 Harney County/Burns Area  
 September 18 & 19 Cottonwood Exp. Center  
 November 27 & 28 Lebanon

Contact: Denise Warburton 503-986-0719  
 Revision Date: 3/7/10/18

- Huddle Meetings
- Packet Materials DUE!
- Agenda & Packet Posted to OPRD Site
- Mail Out Packets
- State Holidays
- Meeting Debrief
- Business Meeting Presentation Material Due
- All Managers Meeting
- Leadership Meeting
- Legislative Days
- Legislative Session



# Oregon Parks and Recreation Commission

## 2019 DRAFT PLANNING DATES

January						
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March						
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July						
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August						
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September						
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November						
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December						
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### 2019 Commission Meeting

February - Woodburn  
 April - Silver Falls or Estacada  
 June - Prineville  
 September - South Coast  
 November - Medford/Ashland

Revision Date: 8/22/18

Huddle Meetings
Packet Materials DUE!
Agenda & Packet Posted to OPRD Site
Mail Out Packets
State Holidays
Presentation Material Due/Business Meeting
All Managers Meeting
Leadership Meeting
Legislative Days
Legislative Session    January 22nd - June 30th