



**BOARD & GENERAL MEMBERSHIP MEETING**  
**January 18, 2008**  
**Lane County Parks, Eugene**

**CALL TO ORDER:** The meeting was called to order by Todd Winter at 11:06 a.m. at the new Lane County Parks offices in Eugene.

**Board Members Present:** President – Todd Winter (Lane Co), President Elect – Chris Wayland (Washington Co), Past President – Brian Carroll (Linn Co), Director – Randy Hutton (Jackson Co) and Secretary/Treasurer – Paula Preston Mills (Clackamas Co)

**Members Present:** Thomas Gray (Clackamas Co), Maureen Crawford & Duane Garner ( Crook Co), Loralyn Spiro & Judy Ferrell (Lane Co) Russ Dilley & Tanya Beard (Marion Co), Marilyn Lippincott (OR Parks & Rec Dist), Jeff Smith (OR State Marine Board)

**INTRODUCTIONS:** Russ Dilley and Tanya Beard from Marion County were introduced.

**ANNOUNCEMENTS:** An update was given on Mike McLees' return from medical leave.

**MINUTES:** The minutes from the November 2007 meeting in Portland were read.

**Motion:** Chris Wayland made a motion to approve them as presented. Brian Carroll seconded the motion and it was carried unanimously.

**TREASURER'S REPORT:** Paula Preston Mills distributed copies of the report to those present. She said that for more expedient accounting purposes she had requested that the statement periods be changed to calendar month and to facilitate that this report covers from November 16 to December 31, 2007.

The checking beginning balance was \$12,258.03 with revenues of \$1.81 in interest. Expenses included checking fees, conference gifts from Hood River Inn, and AOC lodging for Todd Winter totaling \$501.58. Paula explained she had also made a journal adjustment of \$1.14 to balance the register to the bank statement that appeared to have been pending for some time. This left an ending balance of \$11,757.12

There has been no activity statement on the time deposit and the balance remains at \$11,233.76.

Paula advised a notice had been received regarding an electronic report due to the IRS by May 15. She said that OPA may not have to respond as reporting is based \$25,000 or more in receipts for the calendar year. Paula said that she will give a copy of the notice to an accountant for advise.

**Motion:** Todd Winter motioned that the Treasurer's Report be approved as presented. Chris Wayland seconded the motion and it was carried unanimously.

## COMMITTEE REPORTS

**Legislative:** Chris Wayland said that since the last board meeting he has had a follow-up conversation one with Art Schlack who still has not heard of any park issues that will be coming up. One of the most pending priorities is to secure funding for the state troopers additions to meet a goal of having 24-hour coverage on the highways by 2009-10.

Chris also spoke with Dennis Mulvihill from Washington County Governmental Relations, regarding the legislative agenda. Dennis said they were starting February 4th, but that the agenda was limited and there was nothing further to add to what Chris has advised of.

Todd Winter said this year is slow, however OPA has their "legislative radar" out there and issues that affect parks will result in notification.

Todd read a legislative email from Mike McLees regarding his concerns on dilution of funds to new camp sites at fairgrounds. His question is related to whether ORPD has any indication of the additional cities, ports, or fairs interested in RV registration fees and if OPA is going to solicit membership from those agencies. Marilyn Lippincott advised that Jefferson Co. and Wasco Co. have already been approved. She said counties are not eligible if a fair board runs the operations instead of parks.

**Membership:** Paula Preston Mills is continuing to make the changes in the membership packet, with the final draft pending the By-Laws sub-committee's additions regarding electronic voting. Todd Winter advised that he will compose a new letter from the President for the cover of the packet.

Paula stated that she had followed up with Marion County by corresponding with Russ Dilley on the rollover of the due from 2007 to 2008 as discussed and motioned in November of 2007.

**Marketing:** Loralyn Spiro distributed maps and an idea sheet on acquiring new members. She stressed that there is strength in numbers in regards to membership. Using the tools Loralyn provided a lively discussion was held on ideas for promoting and soliciting new members.

One issue Loralyn brought to the table was the current costs to provide links for new members on the website and activate the county on the interactive map. Since this service has to be provided by the contracted web master, she suggested when a county joins OPA that a one-time \$50 fee be assessed to offset this cost. A brief discussion was held on the merits of assessing a one-time increase in first year dues to new members to facilitate this.

**Motion:** Chris Wayland motioned the \$50 activation expense be authorized with an increase of first year dues to offset the cost of website set-up. Brian Carroll seconded the motion and it was carried unanimously.

Paula Preston Mills advised that Multnomah County on the website is not listed as a member, but actually is under the umbrella of Metro Parks and Greenspaces by intergovernmental agreement. Metro is a member of OPA. Loralyn said that she would link Metro Parks and Greenspaces to Multnomah County on the website showing Multnomah County as a member.

Loralyn also said she would include links to other participating OPA park agencies, not affiliated with county governments, such as Oregon Parks & Recreation, the Oregon State Marine Board, Portland General Electric, Ross Recreation Company, and Willamalane Parks and Recreation.

Giving new members a free conference registration with their first year of membership was also discussed as a marketing tool.

Brian Carroll said that OPA may want to consider a membership with the National Association of County Park and Recreation Officials (NACPRO) as an avenue to promote OPA. He stated that they are having their annual meeting in Portland in 2011 and it may be a good opportunity to network and get the OPA word out. Brian and Chris Wayland will look into the benefits of membership with NACPRO and report back at the next meeting.

**Nominations:** Chris Wayland stated currently there is a Director 4 position open. This position was vacated when he was sworn in as President Elect at the conference in September of 2007. After a brief discussion Maureen Crawford volunteered to solicit and coordinate nominations and ballots for the vacancy. She will report back at the March meeting on the progress.

Paula Preston Mills advised that after reading the OPA constitution she found a correction needed to be made on the Director 3 term expiration date. Although Doreen Ferguson was sworn in September it was a partial term to replace Lorrie Harvey who had resigned. This position would expire in 2008 the same as Director 1.

A discussion was also held regarding electronic voting and the language/verbiage change for emergency or urgent circumstance; where the Board needed to make a decision and was unable to meet. It was noted that filling a vacancy would not apply, even if the change is made, as this situation is not considered urgent.

**Conference:** Judy Ferrell gave a presentation on several conference sites she had researched in the Central Oregon/Bend area, such as Suttle Lake. She said she was still waiting for some additional information to arrive to complete the research.

Paula Preston Mills gave an overview of her discussions with Mt. Bachelor Village and the merits of this facility and its ability to provide OPA with what we require. One of the drawbacks is the lack of on-site catering, so there is not much negotiating room when it comes to banquet rentals. Also, there is no Village restaurant; the closest is the café at a private athletic club nearby, which guests have access to. Generally, the available rooms do not have amenities to off-set this.

Paula will do more local research on her trip to Bend with assistance from Maureen Crawford who lives in the area. A more defined overview will be presented at the next meeting.

**Gary Ward Scholarship:** Maureen Crawford said the scholarship to Baker County in 2007 was not used and that there is now \$800 available for 2008 to be used for OPA conference registrations or MAC's workshops. Applications are now being accepted.

## **OLD BUSINESS**

**Electronic Voting:** This item is still a work in progress per Todd Winter. Todd said that he and Larry Robison needed to research the privacy issues more for amending the privacy statement portion of this by-law. The history of this issue is that currently Section 5 of the OPA By-Laws, written several decades ago, does not allow for electronic meetings and/or voting even in urgent situations. An amendment was proposed in September of 2007 with Todd Winter and Larry Robison volunteering to develop the language and bring it back to the membership for a vote at a later date.

**County Parks System Analysis:** Todd Winter apologized for the delay and said the analysis would be mailed soon. The move of the Lane County Parks offices caused a significant setback.

The history of this item is that the analysis, which was done when Measure 66 discussions were going on, looks at county parks systems as a whole and their relationships with the communities they serve. This includes individual system information on number of acres, infrastructures, and maintenance backlogs.

## **NEW BUSINESS**

**OSMB:** Jeff Smith reported on the following:

- 1) Round 2 is on target for a March 2008 board meeting with \$2.5 million available. Applications are due February 29, 2008. Projects must be completed by June 30, 2009.
- 2) The ODFW Sport Fishing Restoration Fund has revised its spending and limiting its monies to Round 1 grants. Currently there is \$2 million available. They want to fund fewer and larger projects and at the beginning of the biennium. The current earmark is \$1.6 million, leaving +/- \$300,000.
- 3) Round 1 of the 2009-11 biennium will look at 40 potential projects totaling \$20 million.
- 4) No proposed legislation is known to be coming up, nor any new budget packages or concepts for the next biennium.
- 5) There is a hot topic that may get discussion this legislative session on several invasive species including the freshwater zebra and quagga mussels. Discussions are being held regarding a pro-active stance and the agency's lead in this issue. OSMB may possibly be involved in education, monitoring, and funding.
- 6) Private land owners, especially on the Willamette, are experiencing and complaining about excessive boat wakes and the erosion damage its causing to the land and docks. A task force will be developed to look into the issue at the next board meeting.
- 7) A partial shipment of some of the pieces of the floating restroom retro-fits have been received. Pump and control panels are still on hold. Western Fabrication is willing to travel and install the fittings

Randy Hutton asked Jeff if OSMB would consider re-evaluating the MAP allocation formula in reference to day use entry fees to assist counties with the inflation factors. Jeff will look into it.

**OPRD:** Marilyn Lippincott advised on the following:

- 1) The County Opportunity Grant campsite survey letters have been mailed and are due February 29. Current sites in construction must be open and available by July 1 to count for 2008.
- 2) The Parks Commission approved six new grants totaling \$639,000. Letters are being sent to County Commissioners. They also approved the 2008-12 draft SCORP plan and administrative rules changes to the Local Government Grant program.
- 3) John Lane has been hired as the ATV Safety Education Coordinator for the ATV program.
- 4) Land & Water for fiscal 2007 there was \$418,280 available, plus the 2008 appropriation is \$375,000. The original application deadline of January 11 has been extended to February 15.

- 5) Local Government Grants are changing to a sliding scale is as follows:
  - 50% funding assistance for cities and districts with a population of >25,000 and counties with a population of >50,000.
  - 60% funding assistance for cities and districts with a population of 5,000 – 25,000 and counties with a population of 30,000 – 50,000.
  - 80% funding assistance for cities and districts with a population of <5,000 and counties with a population of <30,000.Generally, approval had been received to expand the eligible project categories to include planning and feasibility studies, and bicycle recreation trails and greenways. There's been an increase of grant funds available \$500,000 to \$750,000 maximum; and for land acquisitions from \$500,000 to \$1 million. Additionally, a grant cycle for projects that can be completed within one-year has been added.
- 6) Grant County returned funds back to the State they had received in an award from the County Parks Assistance Advisory Committee in a grant to purchase 131 acres. The Parks Commission has approved OPRD to negotiate the purchase of this land for a new park site.
- 7) With the adoption of the new Local Government Grant rule, the program will opening up February 1 with applications due April 4 with \$8 million available.

## **GOOD OF THE ORDER**

**RV Dump Station Designs:** Brian Carroll said he is working with Orenco on designs for RV dump stations and is planning a meeting with Orenco and Oregon Parks and Recreation. Orenco, to avoid a conflict of interest since they sell product, would like to act as technical advisors. He also said that he had spoken with Brian Rabe of Cascade Earth Sciences in Albany, who is well respected throughout the state and with DEQ, to assist with the design study. Brian (Carroll) found DEQ has no standard policy on this. The history of this issue is that it is getting harder to keep RV dump stations open and to do due diligence to solve the waste issues. It was asked if a pilot program was developed to deal with RV waste would OPA and/or member agencies be interested in assisting to fund the project? Brian Carroll took on the role of investigating this at the November 2007 meeting.

## **ADJOURNMENT**

The meeting was adjourned at 2:06 p.m. with the next meeting on March 14, 2008, 11:00 a.m., hosted by Josephine County Parks in Eugene.