



**BOARD & GENERAL MEMBERSHIP MEETING**  
**March 14, 2008**  
**Josephine County Parks, Grants Pass**

**CALL TO ORDER:** The meeting was called to order by Todd Winter at 11:01 a.m. at Josephine Co. Public Works conference room in Grants Pass.

**Board Members Present:** President – Todd Winter (Lane Co), President Elect – Chris Wayland (Washington Co), Directors – Randy Hutton (Jackson Co) & Larry Robison (Coos Co), and Secretary/Treasurer – Paula Preston Mills (Clackamas Co)

**Board Members Absent:** Past President - Brian Carroll (Linn Co) and Director – Doreen Ferguson (Josephine Co)

**Members Present:** Mike McLees and Thomas Gray (Clackamas Co), Jim Dowd (Douglas Co), Lynne Still & Steve Schalk (Josephine Co), Judy Ferrell (Lane Co), Jim Chambers (Lincoln Co), and Marilyn Lippincott (OR Parks & Rec Dist)

**INTRODUCTIONS:** Lynne Still and Steve Schalk from Josephine Co. were introduced.

**ANNOUNCEMENTS:** It was announced that Maureen Crawford (Crook Co) and Doreen Ferguson (Josephine Co) were unable to attend due to family illnesses and that Wayne Rawlins (ORPD) was recovering well after his surgery.

**MINUTES:** The minutes from the January 2008 meeting held at Lane Co. in Eugene were read.

**Motion:** Chris Wayland made a motion to approve the minutes as submitted. Randy Hutton seconded the motion and it was carried unanimously.

**TREASURER'S REPORT:** Paula Preston Mills distributed copies of the Treasurer's report to those present. She advised again that for more expedient accounting purposes she had requested that the statement periods be changed to calendar month and to facilitate easier reporting.

The checking beginning balance as of January 1 was \$11,757.12 with revenues of \$0.96 in interest and \$4200.00 in membership dues paid. Expenses included checking fees of \$4.00 and a payment to Design Works Studio for web service invoices of \$35.45. The ending balance as of February 29 was \$15,918.63.

There has been no activity on the time deposit and the balance remains at \$11,233.76. The maturity date is May 8, 2008 and it will automatically roll-over for another six months.

Paula stated that the notice received from the IRS, regarding an electronic report due by May 15, was reviewed by an accountant and that the OPA may not have to respond as reporting is based \$25,000

or more in receipts for the calendar year. However, it was suggested that since the rules changed in 2007 that filing could be in the best interest of OPA.

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

## COMMITTEE REPORTS

**Legislative:** 1) Chris Wayland reported that the Legislature was in session for three weeks and there were no items noted that would impact county parks. He said they approved increased funding for Oregon State Police to meet a goal of having 24-hour coverage on the highways by 2009-10. Todd Winter received confirmation from Bob Keefer, ORPA chair, who confirmed this.

2) Mike McLees brought copies of an Oregonian article about ORPD (State Parks) and the Local Government Grant program changes. He said that the article states \$120 million will be spent in the maintenance back-log, which will be "wiped out" by 2014. Mike expressed that consideration should be given to move a portion of those dollars to the Local Government Grant program for county parks and cities. The article hints towards a strategy to have rainy day funds for future maintenance needs.

Mike's argument is that county and local parks systems are straining to do, or delaying, maintenance back-logs and rehabilitations of facilities due to lack of funding. This may be the only way to acquire monies, with match, that's monitored by the State to make sure that obligations are fulfilled. Mike said to accomplish this task the amount of monies to the Local Government Grant should be doubled. This would require many discussions with ORPD and legislators to present the information and drop the bill. Clackamas County is proposing this be a starting ground with the State to look at how to increase the local funding and reauthorization of Ballot Measure 66 in 2014 to rectify this challenge for counties with a viable plan. Oregon Parks & Recreation Association (ORPA) input would also be solicited for their input on this plan.

Todd Winter emphasized that the timing to start engaging in these discussions is now, partnering with the ORPD. To wait for the next legislative session may be too late for practicality purposes.

Chris Wayland suggested that at the fall conference in Bend we have an educational session to brainstorm this issue with ORPD. He said we should work with Tim Wood at ORPD and the commission, being sensitive to their issues. Chris also mentioned the timing opportunity would be right to invite the ORPA since their conference is in the area around the same time.

Marilyn Lippincott stated that ORPD is reviewing their fee structure to possibly increase camping fees in 2012. She said that they do not want to use lottery monies for their operations.

Randy Hutton said that there is an opportunity with Measure 66 to look at the administrative rule governing the allocation of the local grant money for retro-fits and major maintenance back-log of existing infrastructures.

3) Todd Winter talked about the Secure Rural Schools money and the inability of many counties to meet match funds. He said it would be nice to be able to get funding without having to spend money to get it. At this time there may be a one-year extension to this program, but it will not be known for sure until July 1.

**Membership:** Paula Preston Mills handed out a current spreadsheet of member counties within the OPA, which included 2008 dues payment information. Marilyn Lippincott asked if all counties get a membership renewal letter and Paula Preston Mills answered "yes", for those on the renewal list.

A lively discussion was held on the merits of waiving one (1) conference registration fee for new county or district members as an incentive to join OPA.

**Motion:** Todd Winter motioned that OPA adopt a practice to waive one (1) conference registration for new county or district members in their first year of membership. Chris Wayland seconded the motion and it was carried unanimously.

**Marketing:** Todd Winter, filling in for Loralyn Spiro, brought several things for discussion as listed.

1) The first item is a letter that was received from a Duke University student who is seeking seeds and plants from county parks in Douglas, Josephine, Lane, Linn, and possibly Marion counties. Todd passed out copies to the counties requested.

2) Todd also reported that the links for the non-county members are now on the website, such as PGE.

3) The update regarding NACPRO (National Association of County Parks & Recreation Officials) according to Todd is that this is an independent organization with its own chartered constitution, which is an affiliate of both NACO (National Association of Counties) and NRPA (National Recreation & Parks Association). Membership consists of county park professionals throughout the United States. NACPRO looks at legislative issues on their website, among other relevant items, and acts as a bridge to other sites. Their national conference is going to be in Portland in 2011.

The prior question from the January 2008 meeting was whether OPA, as a body, can be a member. According to Todd eligibility is open to any official, elected or appointed, associated with county government by virtue of his/her position has parks and/or recreation administrative or policy making authority, and who's county is a member of the National Association of Counties. Paula Preston Mills asked why the OPA President couldn't be the member representing OPA's interests, as long as the President's county was a member of NACO? This will be looked into further.

4) Todd reported that Loralyn had checked out ORCA (Oregon RV & Campground Association) and found that this group's mission is to build a coalition between RV parks, manufacturer's, and the government. ORCA was conceived in Portland in 2004 and their 3<sup>rd</sup> Annual Meeting is in March 2008.

5) Jim Dowd asked about what happened with the Travel Oregon website from the 2006 conference and if we were still going to get a link. Todd said that he believed that Brain Carroll was looking into this, but would have Loralyn follow up on this item.

**Nominations:** Paula Preston Mills, filling in for Maureen Crawford, reported that all the ballots for the Director position have been received and need to be opened and counted. Maureen asked if the Board wanted to wait until the May meeting to count the ballots, or if they could be opened and counted in front of two witnesses. How does the Board want to handle this task?

**Motion:** Chris Wayland made a motion to allow the ballots to be opened and tallied in front of two witnesses, with the results compiled and forwarded onto the OPA. Todd Winter seconded the motion and it was carried unanimously.

**Conference:** After the January meeting Paula Preston Mills and Maureen Crawford visited several sites in Central Oregon looking for the “right” place for OPA. Suttle Lake was beautiful, but didn’t have enough room accommodations to meet OPA needs. Several other sites in the Sisters and Bend area lacked the facilities we needed at an affordable cost.

Paula gave an overview of her discussions with Inn at Seventh Mountain in Bend and the merits of this facility and its ability to provide OPA with what we require during our stay September 15-17. The meeting room selected is secluded, yet more than large enough for the needs of the group. Catering and other dining is on-site and the rooms reportedly all have cooking amenities as well. Outdoor sports are abundant and within easy access.

After phone calls and email deliberations by the Committee, contracts have been signed and rooms have been blocked. The Conference Committee will be planning a preview trip to Seventh Mountain to finalize menus and other arrangements in the near future.

**Gary Ward Scholarship:** Todd Winter advised that scholarship applications open May 1 with the deadline being by July 1. There is \$800 available this year as the monies were not used in 2007. A discussion was held regarding changing the application to be more flexible on its uses. Todd agreed to draft changes to be discussed at the May meeting that will outline how the scholarship money can be used.

**Motion:** Chris Wayland made a motion that the Gary Ward Scholarship application be redesigned. Randy Hutton seconded the motion and it was carried unanimously.

## OLD BUSINESS

**Electronic Voting:** Todd Winter reported that he and Larry Robison had been working on the by-law draft in regards to electronic voting. As a point of reference there was only six (6) items, but now IT goes to seven (7) as there is a new number four (4). It is completely new language and their charge was to address electronic voting as opposed to paper ballot, and come back with a proposed change to the by-laws. The draft wording is as follows:

<sup>1</sup>*When approved by a quorum of the executive board, electronic voting shall be allowed.*

<sup>2</sup>*The nomination committee shall prepare the electronic ballot for distribution to voting members.* <sup>3</sup>*The electronic ballot shall indicate the candidates for each office and a blank line shall be provided for a write in candidate.* <sup>4</sup>*The electronic ballot shall specify a date by which it must be returned to be counted as valid.* <sup>5</sup>*Electronic ballots received after the due date will not be counted.* <sup>6</sup>*At close of the current election the electronic ballots shall be counted and recorded by the nominations committee chairman who will advise the executive board of the results.*

A general discussion was held on the new wording with the following changes made to the draft:

Sentence #1 - *When warranted by special circumstances by the Executive Committee, electronic voting shall be allowed by and through a quorum solicited electronically.*

Sentence # 6 - *At close of the current election the electronic ballots shall be printed, counted and recorded by the nominations committee chairman who will advise the executive board of the results within ten (10) days from the election deadline.*

**Motion:** Chris Wayland made a motion to enter into the OPA By-Laws Section 4 as amended. Larry Robison seconded the motion and it was carried unanimously.

As a side note...Larry Robison had Coos County legal counsel review the changes and they suggested that if security was an issue the ballots could be sent out by email, but printed out by those that receive them and then returned by US Mail. Todd said that any security issues could be reevaluated when necessary.

Larry also noted that this change in the By-Laws affects Section E in the Constitution regarding as well and it would be prudent to draft those changes before the conference in September. Todd confirmed that all changes made to either document will be voted by the membership at the conference.

**County Parks System Analysis:** Todd Winter advised that the reports have been sent out and welcomes any comments on the data or information provided.

## **NEW BUSINESS**

**OSMB:** Larry Robison, reporting for Jeff Smith, advised on the following:

- 1) The Round 2 deadline has passed and the current requests are being reviewed. Responses should be sent out in April.
- 2) Floating restroom retro fits kits have been received. One complete unit is being sent Western Fabrication in Astoria to have them see how to best put them in. OSMB is looking to contract with Western Fabrications for the installations. These units are all electronic with batteries and photo cells in the roof.
- 3) It is unknown if there will be a Round 3 or how much money will be available. If there is Round 3 is generally above water projects, no permits required.

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

- 1) The recent surveys sent out were returned promptly so the FY 2009 estimates were distributed to member agencies present. A comparison was done for 2008 to 2009 to show any trend changes. RV registrations are down.
- 2) Signed certifications are due by July 15 in time for the July revenue to go out in August 2008, including a full year of the SB29 increase.
- 3) The Local Government Grant has \$4 million available this year. The application deadline is April 4. Check the rules and the grants manual for the revised match changes.
- 4) The State Fairgrounds is going fine; a marketing company was hired by the manager to promote the facility.
- 5) Frank Jagodnik, Executive Director of the ORPA has mentioned he will be retiring from the within a year.
- 6) Julie Conway has resigned from OPRD and has taken a position as Parks Director in Reno.
- 7) She will check with DMV regarding whether RV trip permits are included with the RV fees.
- 8) The Commission approved eight (8) new grants for the Veteran's War Memorial Fund, including those for Douglas Co., and the city of Central Point. Nine (9) applications were received for the \$250,000 available.
- 9) A brief overview was given on the Oregon Natural Heritage Program (ORNHP) which is a cooperative, interagency effort to identify plant, animal, and plant community resources. The program is part of the OSU's Institute for Natural Resources, under a cooperative agreement with the Division of State Lands.

## **GOOD OF THE ORDER**

Tony Dental requested that due to a facility conflict at Timothy Lake for July 18<sup>th</sup>, could the July meeting be moved to either July 11<sup>th</sup> or 25<sup>th</sup> ? A brief discussion was held and all agreed the July 11<sup>th</sup> date would be a better schedule fit. Paula Preston Mills will contact Tony and let him know the decision.

Mike McLees thanked everyone for their expressions of care and concern during his surgery last winter and his extended recovery.

## **ADJOURNMENT**

The meeting was adjourned at 1:37 p.m. with the next meeting on May 16, 2008, 11:00 a.m., hosted by Clatsop County Parks in Astoria.

*Minutes Recorded & Transcribed by Paula Preston Mills*