

All Terrain Vehicle Account Allocation Committee Minutes

September 16 - 17, 2004

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US Forest Service Office, Enterprise, Oregon

September 16, 2004

The All Terrain Vehicle Account Allocation Committee (ATV-AAC) meeting was called to order by the chair, Pat Harris, at 3:15 p.m. Committee members present were as follows: Pat Harris, Julie Barrell, Larry Runk, Tyrrell Hart, Scott Ryland, Randall Parmelee, Tim Custer and Ron Price. Oregon Parks and Recreation Department (OPRD) staff included Wayne Rawlins, Richard Walkowski, Ian Caldwell, Mike Law, Rocky Houston and Ken Goforth.

Rocky Houston opened the meeting by reviewing the agenda for the meeting and handing out the budget handouts to the committee members.

Ken Goforth, OPRD Budget and Payroll Manager, made a presentation to the ATV-AAC on the ATV Fund budget. The presentation and handouts showed the current biennium expenditures and projections. In addition, Ken presented the ATV Fund expenditures for the 2001-03 biennium and the projections through the 2013 biennium. Ken fielded many questions on the current biennium expenditures and how OPRD came to the figures listed. Ken discussed where OPRD was in the 2005-07 biennium budget process and the possible technical adjustments that could be made by OPRD depending on the ATV-AAC's recommendations.

The ATV-AAC recommended that OPRD look into the possibility of doing a technical adjustment to the 2005-07 budget to include \$2 million for acquisitions and the funding of 1 FTE for a Safety and Education Coordinator for the ATV program. The ATV-AAC also recommended OPRD to look into raising the ATV operating permit cost from the current \$10 for two years. A discussion ensued on other state's permit fees and potential program related costs this increase would support.

Ken Goforth discussed the budget cycle for the 2007-09 budget and indicated that the ATV-AAC would need to make recommendations for budget packages by September 2005 to be included in the budget package.

Terry Bergerson, OPRD Planner, presented the Oregon Trails Plan to the ATV-AAC. The Oregon Trails Plan is a comprehensive trails plan that began in January 2003 and will be completed in December 2004. The trails plan has three separate (but concurrent) planning efforts that include motorized, non-motorized and water trail planning. The Trails Plan has a ten-year planning horizon. Terry presented the methodology used to develop the trails plan. He discussed the top motorized trail issues that resulted from the trail surveys.

Terry presented a potential ATV grant evaluation criteria to assess ATV grant applications. The evaluation criteria presented to the ATV-AAC was just for the acquisition, planning and development grants. The ATV-AAC had many questions on the points allocated in the criteria and communicated many suggested changes to the criteria. Wayne Rawlins indicated that the ATV grants would be going to an evaluation criteria system. Terry concluded the presentation by letting the ATV-AAC know that this proposed evaluation criteria would be discussed in length at a Motorized Trail Sub-Committee meeting on September 28th. The sub-committee included ATV-AAC members and he suggested that all recommendations and concerns be voiced to the sub-committee members.

Rocky Houston passed out several documents for the ATV-AAC to review. The key document was a feasibility and program outline on an ATV safety and education trailer that OPRD is looking at purchasing.

The meeting was adjourned at 6:30 p.m.

Respectfully submitted by Rocky Houston, ATV Program Coordinator

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September 16 - 17, 2004
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September 17, 2004

The All Terrain Vehicle Account Allocation Committee (ATV-AAC) meeting was called to order by the chair, Pat Harris, at 8:00 a.m. Committee members present were as follows: Pat Harris, Julie Barrell, Larry Runk, Tyrrell Hart, Scott Ryland, Randall Parmelee, Tim Custer and Ron Price. Oregon Parks and Recreation Department (OPRD) staff included Wayne Rawlins, Richard Walkowski, Ian Caldwell, Mike Law, Rocky Houston and Ken Goforth.

Rocky Houston opened the meeting by reviewing the agenda for the meeting.

Old Business

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Rocky Houston reviewed the action items given to ORPD at the April 16, 2004 ATV-AAC meeting in Keno, OR. Rocky presented the status of the items given to OPRD. The ATV-AAC had several questions on specific items. These questions were answered by OPRD.

New Business

The quarterly report was noted by Rocky Houston as the new format OPRD was going to use to keep the ATV-AAC informed of the actions of field representatives, ATV trainings, ATV permit sales and ATV allocations. Rocky asked the committee to provide any format feedback to him and encouraged the ATV-AAC to contact either himself or the field representatives with any specific project questions. Rocky also indicated that the quarterly report is going to eventually placed on the web for access by users and the general public.

Rocky Houston presented a letter from the Willamette National Forest. The letter requested an extension until late Spring 2005 for match. The grant had been extended until December 31,

2004 already. Randall Parmelee made the motion to extend the grant to April 31, 2005 for match expenditures only; all grant expenditures would be made prior to December 31, 2004. Julie Barrell seconded the motion. It was unanimously approved.

The 2005 ATV-AAC meeting dates and locations were proposed and approved of as follows:

	ATV-AAC Meeting Date	Location
Maintenance and Operation Meeting	January 13-14, 2005	Tillamook Forest
Law Enforcement Meeting	April 21-22, 2005	Christmas Valley
ATV Program Meeting	September 15, 2005	Coos Bay

The ATV-AAC discussed the budget allocations for the 2005-07 ATV grants. After discussion it was decided to determine these figures after the Oregon Trails Plan was completed. The ATV-AAC will determine the figures prior to the January 2005 meeting.

OPRD and the ATV-AAC have begun to follow an open recruitment for every committee member position. OPRD will ask for applications for every member's position as their terms expire. Interviews will be held by a sub-committee of the ATV-AAC and facilitated by OPRD. The ATV-AAC reviewed the Member-At-Large interview sub-committee results from August 18, 2004. Randall Parmelee made the motion to follow the sub-committee's scoring results and recommend Larry Runk as the Member-At-Large member of the ATV-AAC. Julie Barrell seconded the motion. The motion passed unanimously. Larry Runk abstained from voting.

OPRD had presented a feasibility and program outline for an ATV safety and education trailer on September 16, 2004. Rocky Houston requested a vote of support on the ATV safety and education trailer. Randall Parmelee made a motion to have OPRD pursue the ATV safety and education trailer. Tyrrell Hart seconded the motion. Pat Harris, Scott Ryland, Tim Custer, Randall Parmelee and Tyrrell Hart voted in favor of the motion. Julie Barrell voted to oppose the motion. Larry Runk abstained from the vote.

Grant Reviews

North Lake County EMS, Rescue Vehicle: The application was for \$25,000. This grant was tabled. Scott Ryland made a motion to get 3 bids on a new vehicle and submit a new application in January 2005 or request a teleconference with OPRD. Tim Custer seconded the motion. The motion passed with a unanimous vote.

Wallowa Whitman National Forest, Mile 9 OHV Loop Trails: The application was for \$31,800.00. Scott Ryland made a motion to approve the grant. Julie Barrell seconded the motion. The motion passed with a unanimous vote.

Motorcycle Riders Association, Jacksonville Hill Brochures & Signs: This grant was withdrawn. After the technical review, the grant did not meet the minimal dollar amount for a grant and was withdrawn.

Trailsman Motorcycle Club, Benny Hill & Buzzard's Point Bridge Project: The application was for \$10,927.00. Scott Ryland made a motion to approve the grant. Tyrell Hart seconded the motion. The motion passed with a unanimous vote. Julie Barrell abstained from the vote.

Wallowa-Whitman National Forest, Sled and Robert's Butte Trail EA: The application was for \$40,000.00. Tyrell Hart made a motion to approve the grant. Larry Runk seconded the motion. The motion passed with a unanimous vote. Randall Parmelee abstained from the vote.

Mt. Hood National Forest, Mt. Hood Designated OHB Route Plan: The application was for \$44,160.00. Mt. Hood submitted a revised grant that was broken into two phases. The first phase was for \$18,035.00. The grant was revised due to the limited duration of this grant cycle. Julie Barrell made a motion to approve the grant with its revised Phase I budget of \$18,035.00. Tyrell Hart seconded the motion. The motion was approved with a unanimous vote.

Siuslaw National Forest/Oregon Dunes National Recreation Area, Oregon Dunes & Sand Lake OHV Guide: The application was for \$7,000.00. Larry Runk made a motion to approve the grant. Julie Barrell seconded the motion. The motion was approved with a unanimous vote.

Tillamook County Sheriff's Office, Phase IV- Safety Training Center: The application was for \$22,716.04. Larry Runk made a motion to approve the grant for \$15,592.00, which would only fund the purchase quads/bikes for the training center. This would only be after three bids were gathered and presented to OPRD. Julie seconded the motion. The motion was approved with a unanimous vote.

Morrow County, Interim O&M 2005: The application was for \$46,400.00. Morrow County presented an adjusted grant budget that brought the total project cost to \$98,000.00 and a grant request of \$52,000.00. Scott Ryland made a motion to approve the revised grant budget of \$52,000.00. Tim Custer seconded the motion. The motion was approved with a unanimous vote.

The meeting was adjourned at 1:37 p.m.

Respectfully submitted by Rocky Houston, ATV Program Coordinator