

 **Metro** | *Agenda*

**Meeting:** Natural Areas Program Performance Oversight Committee  
**Date:** Tuesday, January 28, 2014  
**Time:** 9 to 11:30 a.m.  
**Location:** Metro Regional Center, council chamber

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8:45 **COFFEE AND PASTRIES**

9:00 **WELCOME** Drake Butsch

9:05 **PROGRAM UPDATES** Kathleen Brennan-Hunter  
Acquisition, local share and capital grants  
Financial report  
Stabilization

10:15 **STAFF CAPACITY** Kathleen Brennan-Hunter

10:30 **NATURAL AREAS IMPLEMENTATION WORK PLAN** Kathleen Brennan-Hunter

11:00 **OPPORTUNITY ACQUISITIONS** Kathleen Brennan-Hunter

11:30 **ADJOURN**

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## 2014 WORK PLAN

### September 2013

Implementation work plan  
Capital expenditure policy  
Stabilization follow up  
Opportunity acquisitions

### January 2014

Implementation work plan (draft)  
Opportunity acquisitions (draft)  
Staff capacity

### March 2014

Target area progress  
Local share  
Terramet/other regional groups  
Cost allocation policy

### June 2014

Capital grants  
Unusual circumstances  
Annual report



## Natural Areas Program Performance Oversight Committee

January 28, 2014

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**Committee members in attendance:** Dean Alterman, Drake Butsch (committee chair), Bill Drew, Rick Mishaga, Peter Mohr, Norman Penner, Kendra Smith

**Committee members excused:** Michelle Cairo, Christine Dupres, Autumn Hickman, Walt McMonies, Shawn Naranch, Andrew Nordby, Cam Turner

**Metro:** Councilor Craig Dirksen, Kathleen Brennan-Hunter, Jim Desmond, Brian Kennedy

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### Welcome

Committee Chair Drake Butsch welcomed the committee and thanked them for coming.

### Program updates

#### Acquisition

Kathleen Brennan-Hunter reported that since the last committee meeting in September, Metro has closed on four regional acquisitions:

- Closed a key gap along the Marine Drive Trail. The easement spans an area between I-205 and trail easements to the east. Staff have been working on this acquisition for more than three years.
- Closed a gap in the Oregon City Loop Trail.
- Acquired a one-acre property along Deep Creek, extending Metro's ability to do restoration in the area.
- Acquired 57 acres off Skyline Blvd., closing part of the gap between Metro's Upper Rock Creek properties and the Tualatin Mountains. This property will help maintain connectivity in the area.

#### Local Share

Clackamas County recently paved the end of the Springwater Trail between Rugg Road and the City of Boring. The Springwater now includes approximately 25 miles of paved trail between Portland and Boring.

#### Capital Grants

Norm Penner has agreed to be the new liaison to the Capital Grants Review Committee. Thirteen applications have been received for the seventh round of capital grants. One of the previously-awarded projects (Boardman Creek), has been withdrawn because the grantee was unable to obtain the required matching funds.

#### Financial report

Brian Kennedy reviewed the financial report. He noted that FY 2012/13 was the program's lowest spending year. While local share and capital grants expenditures were average, acquisition expenditures were much lower than in previous years. Administrative costs are on track with budget, and similar to last fiscal year. However, due to the low level of acquisition activity, the administrative costs have risen to 17.8 percent for the year. Brian noted that for the program to date, administrative costs are still well below the 10 percent threshold. Kathleen said there are seven acquisitions under contract at this time, with more under discussion, and these purchases will reduce the administrative costs number. Brian said based on the current spending pattern, the program will not issue additional bonds in spring 2015 as previously planned. He anticipates the next bond issuance in 2016.

**Stabilization report**

Stabilization spending is on track, and similar to last year.

**Staff capacity**

Kathleen reviewed program staffing. Drake asked if she feels there are enough people and enough ability to do the job. Would another negotiator make a difference? Kathleen replied that she has discussed the issue with the negotiating team. There are some target areas where Metro has been very successful and others that are more challenging, due to the willing seller component. The negotiators routinely contact all property owners. Sometimes there are multi-generational families and a sale takes patience and multiple conversations. They have begun to look at what the barriers are. Discussion was held about providing additional flexibility for acquisition staff.

**Implementation Work Plan**

Kathleen discussed the current work plan, and a series of proposed changes (see attached presentation). The current work plan was created prior to the 1995 bond, and the due diligence section was updated in 2006. Extensive discussion was held about the current appraisal process. Staff will draft a revised work plan, including more flexibility when the initial and review appraisals do not agree, and bring it back to the committee for comment.

**Opportunity acquisitions**

Opportunity acquisitions include properties that become available that aren't currently on the refinement plan maps (i.e., the Westside Trail, where a master plan has been created that may affect the previously proposed trail alignment), or mapping adjustments needed to take advantage of opportunities to build a habitat corridor. Staff typically reviews such opportunities using existing performance measures, bond criteria and refinement plan goals, but it has been a fairly informal process to date. Jim Desmond noted that opportunity acquisitions often include a partnership component and have regional significance. Staff will draft a proposal for the committee's review, to include specific guidelines and a more formal review process for these opportunities.

**Next meeting**

The next meeting will be in April 2014.

**Adjournment**

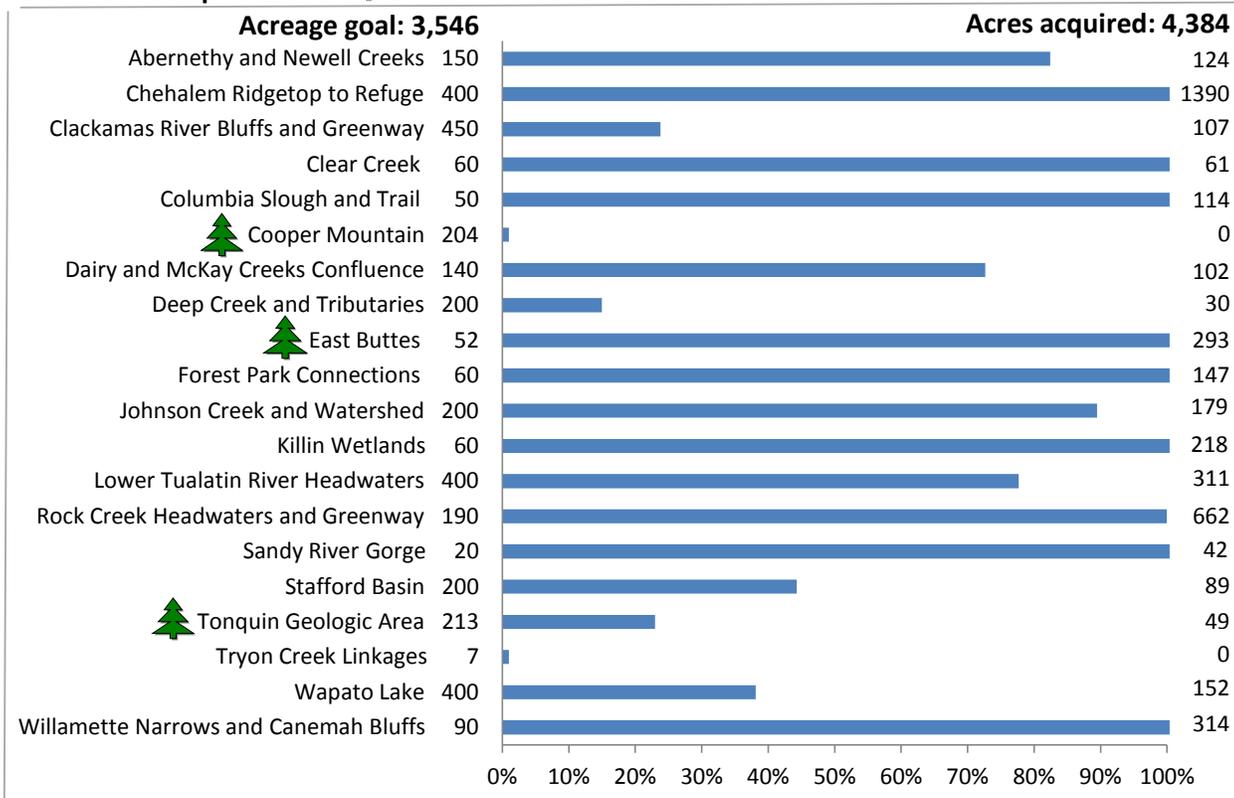
The meeting adjourned at 10:35 a.m.

**Minutes recorded by Marybeth Haliski.**

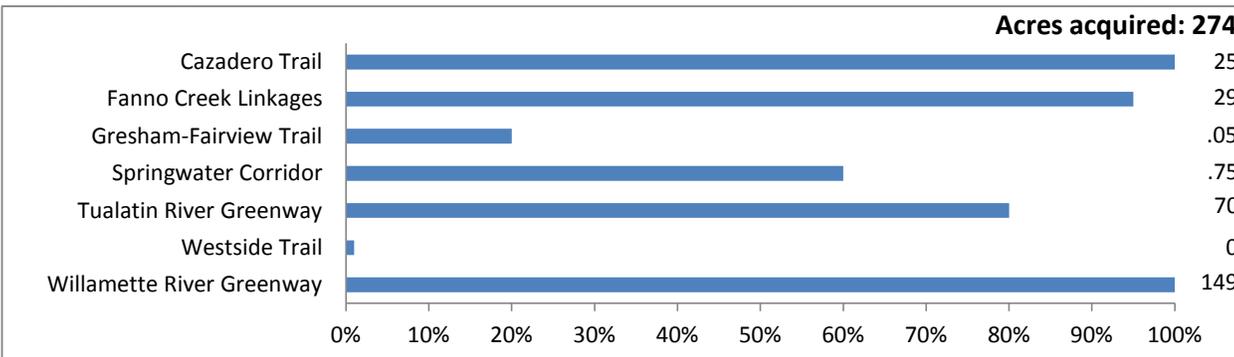
# Natural Areas Program

January 28, 2014

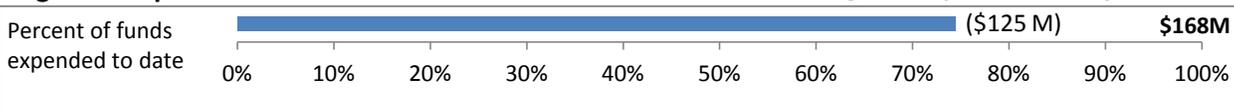
**Natural area acquisition**  **park built**  **percent of 2006 refinement plan acreage goals met or exceeded**



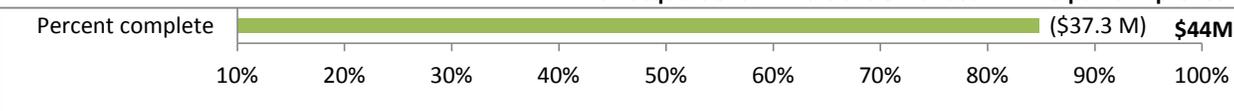
**Trail/greenway corridors**  **percent of 2006 refinement plan goals met**



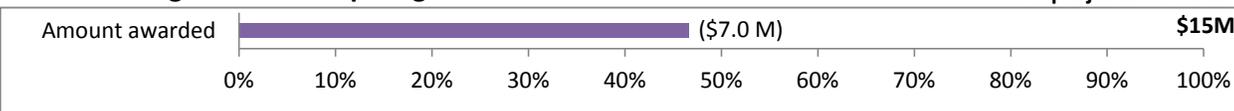
**Regional acquisition**  **regional acquisition funds spent to date**



**Local share** **94 acquisitions** **9 trails enhanced** **46 parks improved**



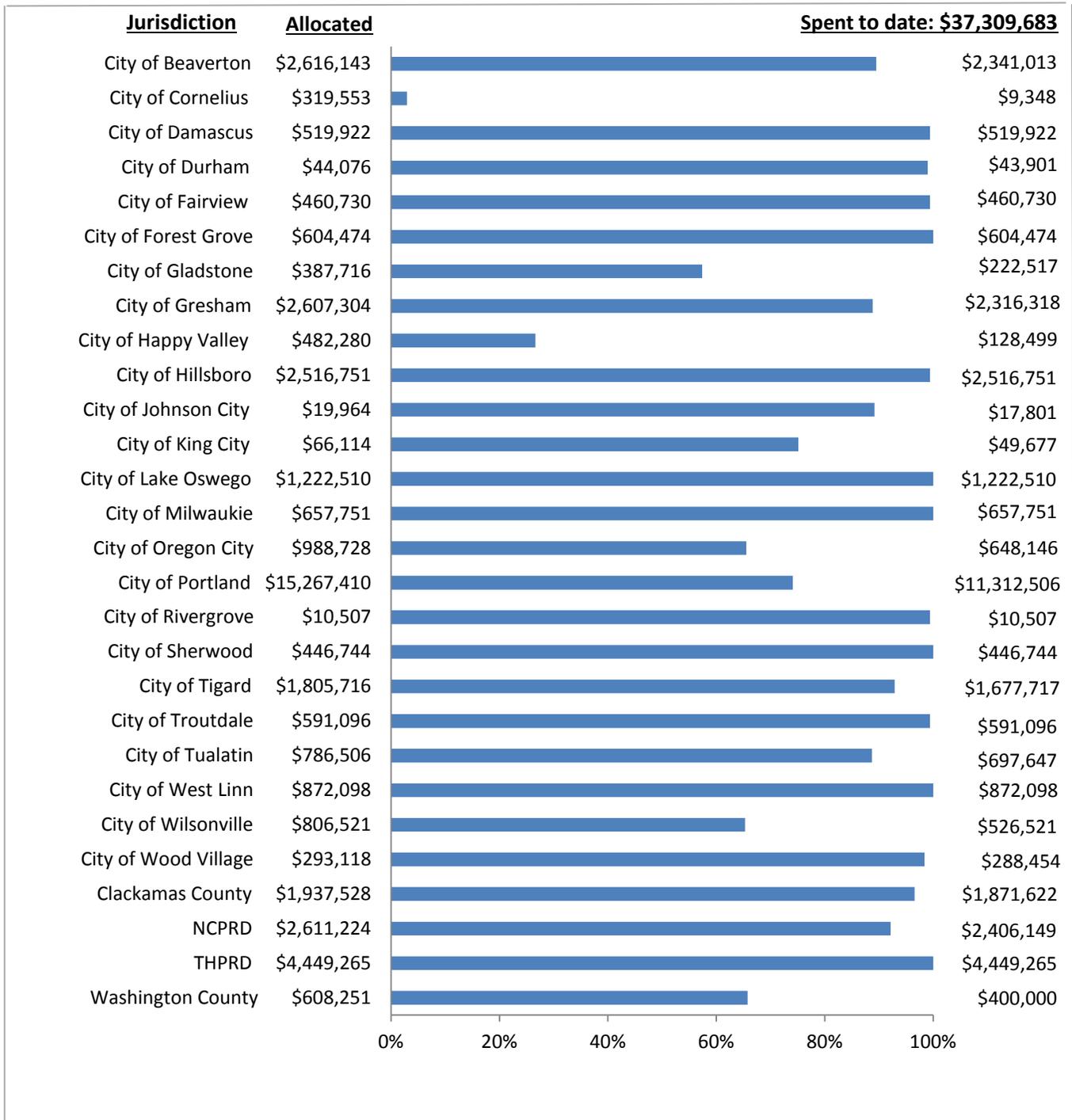
**Nature in Neighborhoods capital grants** **27 projects awarded**



# Local Share program

January 28, 2014

■ percent of local share allocation spent



# 2006 Natural Areas Program

## LOCAL SHARE PROGRAM UPDATE

JANUARY 2014

Total local share allocation: **\$44,000,000**

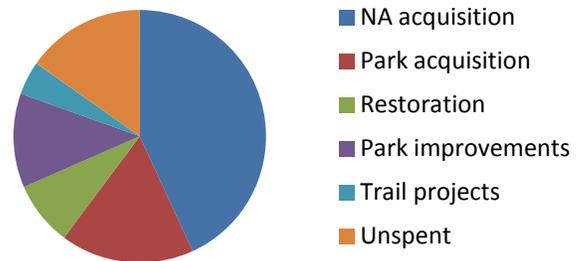
Expended as of Sept. 19, 2013: **\$36,774,115 (84%)**

Expended as of Jan. 28, 2014: **\$37,309,683 (85%)**

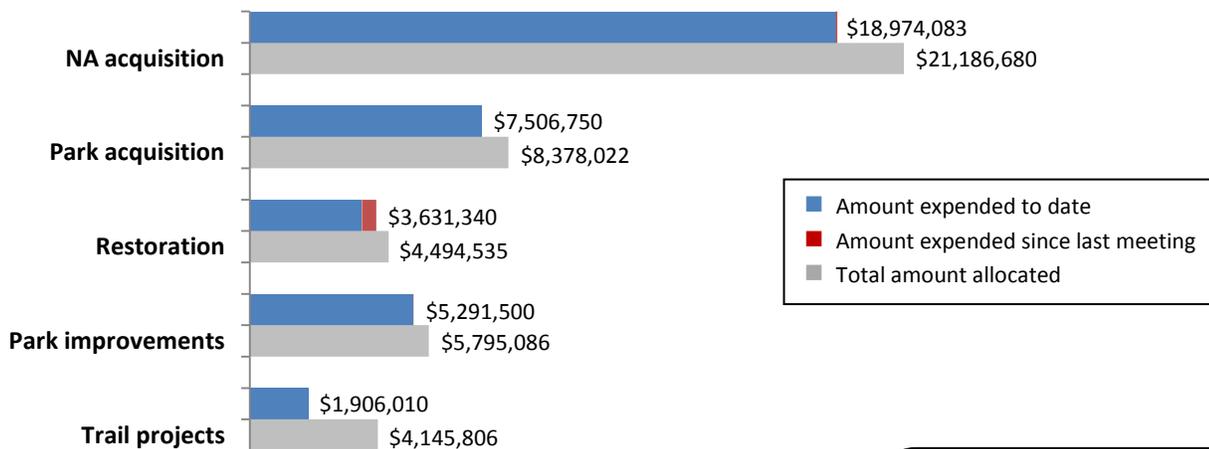
- 94 acquisitions; 689 acres
- 9 trail projects
- 46 parks and natural areas improved (includes restoration activities)

### EXPENDITURES BY PROJECT TYPE

Project type	Amount allocated	Expended to date
NA acquisition (628 acres)	\$21,186,680	\$18,974,083
Park acquisition (61 acres)	\$8,378,022	\$7,506,750
Restoration	\$4,494,535	\$3,631,340
Park improvements	\$5,795,086	5,291,500
Trail projects	\$4,145,806	\$1,906,010



### EXPENDITURE SUMMARY



### NATURAL AREA ACQUISITION

Jurisdictions are using their local share funds to secure inholdings, expand existing natural areas or secure land for new nature parks.

**Natural area acquisition**

- \$21,186,680 allocated
- \$18,974,083 expended to date
- 79 sites acquired in 14 jurisdictions
- 628 acres acquired to date

### PARK ACQUISITION

Fifteen sites throughout the region have been acquired for more traditional park use. These parks will range from small pocket parks in already developed neighborhoods to a large sports complex in a rapidly developing area. Five of the sites expand existing park land.

**Park acquisition**

- \$8,378,022 allocated
- \$7,506,750 expended to date
- 15 sites acquired in 8 jurisdictions
- 61 acres acquired to date

## RESTORATION PROJECTS

Jurisdictions are using their funds to address a variety of restoration needs that include addressing human impact (Troutdale, Wood Village, Portland, Cornelius) and enhancing water quality (Beaverton, Gresham, Portland).

- The City of Portland used \$424,821 of its local share funds to complete a number of soft surface trail segments, including low and high bridges at creek crossings. They also installed wayfinding signage.

## PARK IMPROVEMENT PROJECTS

Park improvements continue to be an important aspect of the local share program.

## TRAIL ACQUISITION AND IMPROVEMENTS

Local share funds are being used to address regional trail priorities along Beaver Creek, the Trolley Trail, Springwater Corridor, the Gresham-Fairview Trail, Red Electric and Fanno Creek. In addition, five local trail priorities are being addressed.

## LEVERAGE INFORMATION

To date, local partners have reported nearly \$36 million in leveraged funding.

### Restoration projects

- \$4,494,535 allocated
- \$3,631,340 expended to date
- 17 projects in 7 jurisdictions

### Park improvement projects

- \$5,795,086 allocated
- \$5,291,500 expended to date
- 29 projects in 15 jurisdictions

### Trails

- \$4,145,806 allocated
- 1,906,010 expended to date
- 9 projects in 8 jurisdictions

**2006 Natural Areas Bond Fund**

Summary of Resources, Requirements and Changes in Fund Balance  
(Unaudited)

	FY07	FY08	FY09	FY10	FY11	FY12	FY13	Through 12/31/2013		Program Total
	Amount	Amount	Amount	Amount	Amount	Amount	Amount	FTE	Amount	Amount
Beginning Fund Balance	0	122,299,840	93,979,814	77,117,027	56,792,607	36,469,224	98,783,002		78,247,452	0
<b>Resources</b>										
Bond Proceeds	130,678,369	0	0	0	0	90,015,894	0		0	220,694,263
Interest Earnings	1,301,230	5,600,503	2,538,906	940,859	322,830	139,417	180,451		412,221	11,436,416
Other Resources	10,000	27,380	5,322,056	385,730	414,009	964,004	882,461		44	8,005,683
<b>Subtotal Resources</b>	<b>131,989,599</b>	<b>5,627,883</b>	<b>7,860,962</b>	<b>1,326,589</b>	<b>736,839</b>	<b>91,119,314</b>	<b>1,062,911</b>		<b>412,265</b>	<b>240,136,362</b>
<b>Requirements</b>										
<b>Land Acquisition</b>										
Staff Costs	117,956	206,692	425,072	465,329	512,240	658,515	514,455	6.3	307,544	3,207,803
Materials & Services	6,786	2,599	334,980	328,153	8,506	3,907	31,450		3,828	720,209
Land Costs	7,596,372	25,224,753	14,517,160	10,282,293	8,416,742	14,616,212	7,802,932		1,483,569	89,940,031
<b>Due Diligence</b>										
Staff Costs	0	412,029	492,589	455,774	430,237	464,571	438,935	5.0	226,885	2,921,020
Materials & Services	96,539	199,756	183,474	299,244	315,358	412,112	699,814		120,561	2,326,859
<b>Stabilization</b>										
Staff Costs	19,578	116,534	190,606	290,234	388,887	430,992	441,095	4.7	219,514	2,097,440
Materials & Services	294	177,441	345,330	284,874	643,569	681,557	1,251,803		662,850	4,047,719
<b>Local Share</b>										
Staff Costs	0	36,269	43,872	47,458	49,759	56,434	57,341	0.5	29,955	321,089
Materials & Services	0	25	188	3,500	0	0	1,488		2,131	7,331
Payments to Jurisdictions	400,000	4,798,366	4,316,165	5,399,109	6,312,927	8,563,477	6,230,760		624,194	36,644,998
<b>Capital Grants</b>										
Staff Costs	0	63,831	89,352	125,466	91,744	111,876	94,896	0.8	46,073	623,240
Materials & Services	0	1,400	1,363	811	114	180	25		188	4,081
Grant Payments	0	0	49,750	534,899	1,287,039	195,282	1,510,360		503,566	4,080,896
<b>Capital Construction</b>										
Staff Costs	0	84,071	113,921	115,064	100,643	115,884	142,649	0.9	80,201	752,433
Capital	455,072	1,513,347	2,503,147	1,841,075	917,019	(9,098)	301,099		(45,074)	7,476,588
<b>Administration</b>										
Bond Issuance Costs	295,889	0	0	0	0	325,046	43		0	620,978
Refinement										
Staff Costs	1,477	5,426	0	0	0	0	0		0	6,903
Materials & Services	382,030	85,882	0	0	0	0	0		0	467,912
Direct Admin Costs										
Staff Costs	230,815	527,644	490,722	750,704	868,127	677,019	694,589	3.7	314,632	4,554,250
Materials & Services	25,980	152,422	51,490	56,082	263,857	890,303	533,379		158,515	2,132,028
Indirect Admin Costs*	60,971	339,422	574,569	370,939	453,567	611,267	851,346		454,215	3,716,295
<b>Other Requirements</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Subtotal Requirements</b>	<b>9,689,759</b>	<b>33,947,909</b>	<b>24,723,748</b>	<b>21,651,009</b>	<b>21,060,337</b>	<b>28,805,536</b>	<b>21,598,461</b>		<b>5,193,345</b>	<b>166,670,105</b>
Ending Fund Balance	122,299,840	93,979,814	77,117,027	56,792,607	36,469,109	98,783,002	78,247,452		73,466,372	73,466,372
<b>Administration as % of Total Expenditures</b>										
	<b>FY07</b>	<b>FY08</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>		<b>FY13 YTD</b>	<b>Total</b>
	10.29%	3.27%	4.52%	5.44%	7.53%	8.69%	9.63%		17.86%	6.90%

\* Indirect Administrative Expenses are those charged through internal allocation, and include services such as Human Resources, risk management, payroll, building rents, etc.

Note: Due Diligence staff costs have been removed from "Indirect Admin Costs" and the FTE for these positions is shown as a direct expense.

# Stabilization Report

As of December 31, 2013

		Acres	Close Date	Stabilization End Date	Status	Prior Years	YTD
Personnel Services						1,088,253	175,544
Materials and Services						55,122	4,129
Stabilization Administration						1,143,375	179,673
G02038	Happy Valley Homes	14.70	7/26/2011	7/26/2014	Stabilization	3,594	-
G02097	Miller	20.99	6/30/2008	6/30/2010	Complete	19,042	-
G02110	Cascade Pacific Council	68.30	5/5/2011	5/5/2016	Stabilization	41,246	8,259
G02125	Darby Ridge	37.30	6/6/2007	6/6/2009	Complete	30,305	-
G02132	Sunnyside Brook, LLC/BASILLI	22.48	6/15/2010	6/15/2012	Complete	19,226	-
G02135	Persimmon Properties	70.00	7/20/2007	7/20/2009	Complete	20,668	-
G02136	Persimmon Development TL3600	8.00	7/20/2007	7/20/2009	Complete	819	-
G02137	Persimmon Development TL600	15.00	10/14/2008	10/14/2010	Complete	3,371	-
G02140	Rogers	30.02	4/8/2011	4/8/2016	Stabilization	97,499	31,030
East Buttes and Boring Lava						235,769	39,289
G46002	Mabel Johnson Trust	17.90	10/29/2009	10/29/2011	Complete	42,668	7,176
G46008	Winters/Homes New to You Inc.	4.83	12/21/2010	12/21/2012	Complete	9,233	-
G46012	Schafer Trust	7.20	10/4/2011	10/4/2013	Complete	37,140	188
Deep Creek Target Area						89,042	7,364
G18036	Corey	0.54	5/9/2013	5/9/2015	Stabilization	2,000	78
G18039	Pratt Timberlands	88.30	10/9/2009	10/9/2011	Complete	9,182	-
Clackamas River Greenway						11,182	78
G12016	Stark	61.00	7/26/2012	7/26/2017	Stabilization	46,443	9,257
Clear Creek Canyon						46,443	9,257

		Acres	Close Date	Stabilization	Status	Prior Years	YTD
				End Date			
G03010	Hartfeil	15.60	10/30/2013	1/0/1900	Stabilization	-	250
G03053	Trust for Public Land-Evanson	106.66	8/13/2007	8/13/2009	Complete	4,336	-
G03065	Gabriel	1.36	5/10/2012	5/10/2014	Stabilization	212	-
Newell & Abernathy Creeks						4,548	250
G55002	Stevens Family Enterprises LLC	24.70	6/20/2008	6/20/2010	Complete	29,268	-
G55003	Landover Properties	63.91	6/8/2009	6/8/2012	Complete	108,095	-
Stafford Basin						137,363	-
G21006	Lewis	29.60	6/26/2012	6/26/2017	Stabilization	57,208	7,334
G21007	Davis - File #21.07	24.34	3/11/2009	3/11/2011	Complete	12,801	-
G21015	Reeder	181.25	6/28/2011	12/31/2015	Stabilization	194,635	105,485
G21019	Benson	4.90	9/27/2011	9/27/2016	Stabilization	44,401	30,973
G21020	Brar	22.37	2/4/2013	1/0/1900	Stabilization	14,300	35,001
G22010	Vlahos	26.00	4/27/2012	4/27/2014	Stabilization	80,707	5,237
G22025	Kahre	13.29	3/25/2009	3/25/2011	Complete	9,343	-
G22027	Little Rock Island	12.00	10/26/2012	10/26/2017	Stabilization	1,314	4,900
Willamette Narrows						414,710	188,930
G08024	State of Oregon DAS - Dammasch	19.76	7/25/2008	7/25/2010	Complete	50,099	-
G08029	Weedman/Tonquin	24.40	3/12/2012	3/12/2017	Stabilization	25,741	-
Tonquin Geologic Ares						75,840	-
G54001	Burge Trust	52.93	5/2/2007	5/2/2009	Complete	8,467	-
G54003	Holmes Trust	38.60	10/17/2008	10/17/2010	Complete	50,311	-
G54004	Cole	5.00	6/8/2009	6/8/2011	Complete	2,403	-

		Stabilization					
		Acres	Close Date	End Date	Status	Prior Years	YTD
G54005	Streeter	23.20	6/8/2009	6/8/2011	Complete	47,512	-
G54012	Massoni	10.00	12/15/2010	12/15/2012	Complete	33	-
G54013	Ralston/Consani	34.00	8/23/2010	8/23/2012	Complete	47,245	4,464
G54014	Schmeltzer, file 54.014	76.55	11/21/2011	11/21/2016	Stabilization	45,015	2,889
G54016	Bohm (Conserv. Easement)	26.35	1/31/2013	1/31/2015	Stabilization	9,429	4,492
Lower Tualatin Headwaters						210,414	11,846
G11011	Nelson/Vanghn Trust	68.25	8/29/2012	8/29/2017	Stabilization	21,607	45,653
G11031	Kapaun	0.41	9/28/2007	9/28/2009	Complete	6,539	-
G11033	ICON Construction	1.50	10/24/2008	10/24/2010	Complete	9,948	-
Tualatin River Greenway						38,094	45,653
G50006	Lynscot Management	152.49	2/6/2012	2/6/2017	Stabilization	151,435	25,966
Wapato Lake Target Area						151,435	25,966
G48001	Hamacher/Ponzi	36.30	2/11/2008	2/11/2010	Complete	24,768	-
G48002	Chehalem Ridge/TPL/Iowa Hill	1,143.00	1/7/2010	1/7/2017	Stabilization	630,763	132,256
G48003	Withycombe	147.29	3/15/2013	3/15/2018	Stabilization	13,091	13,799
G48004	McKenzie/Chehalem Ridge	19.17	9/22/2011	9/22/2016	Stabilization	33,085	2,008
G48005	Sandstrom Revocable Lvng Trust	40.00	11/15/2012	11/15/2017	Stabilization	12,930	60,509
Chehalem Ridgetop-Refuge Area						714,636	208,571
G07039	Wetter	88.05	4/13/2007	4/13/2009	Complete	9,403	-
G07042	Saxton	6.70	1/22/2009	1/22/2011	Complete	22,034	-
Dairy McKay Target Area						31,667	-
G56002	Moore Family Farm	214.95	3/8/2012	3/8/2017	Stabilization	26,594	6,459

		Acres	Close Date	Stabilization	Status	Prior Years	YTD
				End Date			
Killin Wetland Target Area						26,594	6,459
G13040	Steinberg	39.50	9/30/2011	9/30/2016	Stabilization	15,766	1,005
G13043	Keystone Construction & Dev	20.61	4/12/2010	4/12/2012	Complete	12,638	-
G13044	Chang	20.00	9/14/2009	9/14/2011	Complete	4,222	-
G13046	Cho	40.00	6/4/2010	6/4/2012	Complete	72,526	-
G13047	Lorenzen	55.60	9/27/2013	9/27/2018	Stabilization	-	8,115
G13048	Fernald	37.39	4/21/2011	4/21/2016	Stabilization	38,103	-
G13049	Hampton / Rock Creek	80.80	12/21/2011	12/21/2016	Stabilization	27,432	3,675
G13050	Multnomah County Tax Title	26.50	5/9/2012	5/9/2014	Stabilization	9,974	-
G13051	Mid Valley Resources	300.00	12/21/2011	12/21/2016	Stabilization	23,761	6,636
G13052	Orenco Woods/Hillsboro/TPL	42.00	12/1/2011	12/1/2016	Stabilization	16,340	9,806
Rock Creek Greenway&Headwaters						220,762	29,236
G06058	Margolis/TPL	57.50	3/27/2007	3/27/2009	Complete	49,922	-
G06065	Oregon Parks Foundation	86.50	11/20/2008	11/20/2010	Complete	45,947	-
Forest Park Expansion						99,516	-
G28009	Roughton/Columbia Slough	20.50	2/24/2011	2/24/2013	Complete	38,190	-
G28031	Cambron/Fisher	0.96	12/19/2012	1/0/1900	Stabilization	-	271
G28047	Broadmoor Property	54.05	12/12/2012	1/0/1900	Stabilization	-	16,100
Columbia Slough Target Area						38,190	16,371
G29001	Wong	10.00	6/22/2007	6/22/2009	Complete	4,137	-
G29002	Spani Seely	1.02	12/29/2006	12/29/2008	Complete	10,460	-
G29004	Telford Estates	20.00	11/27/2007	11/27/2009	Complete	105,880	7,483
G29005	Clarence Allesina	1.28	7/31/2007	7/31/2009	Complete	16,880	-
G29006	Hedges	49.00	7/13/2007	7/13/2009	Complete	16,369	-

		Stabilization					
		Acres	Close Date	End Date	Status	Prior Years	YTD
G29007	Clatsop Buttes I (Hedge Creek)	1.54	1/7/2008	1/7/2010	Complete	2,762	-
G29008	JC Reeves	52.68	11/30/2007	11/30/2009	Complete	4,670	-
G29012	Stickney	1.98	7/14/2008	7/14/2010	Complete	29,380	-
G29013	Parson	5.59	2/9/2010	2/9/2012	Complete	31,363	-
G29015	Jones	0.50	10/7/2008	10/7/2010	Complete	36,411	-
G29017	Gonzales	0.38	12/23/2008	12/23/2010	Complete	1,618	-
G29019	Peden	5.85	4/8/2011	4/8/2015	Stabilization	47,135	1,023
G29020	Marston	2.97	11/18/2010	11/18/2015	Stabilization	49,854	877
G29022	Wildt	4.81	6/28/2012	6/28/2017	Stabilization	44,736	7,483
Johnson Creek Target Area						401,656	16,867
G04024	Friberg - File 4.024	41.80	12/1/2009	12/4/2011	Complete	55	-
Sandy River Gorge						55	-
G16009	Fields	25.89	9/13/2012	9/13/2017	Stabilization	40,525	9,425
Fanno Creek Greenway						40,525	9,425
G52001	OSU Foundation	24.63	5/19/2010	5/19/2015	Stabilization	48,598	2,322
Cazadero Trail						48,598	2,322

**Land Acquisition (5.00 FTE)**

Albo, Tommy – GIS Coordinator  
Edwardson, Barbara – Real Estate Negotiator  
Heinicke, Tom – Real Estate Negotiator  
Piluso, Suzanne – Natural Areas Analyst  
Spurlock, Robert – Trails Planner

**Due Diligence (5.0 FTE)**

Hjelmstad, Anna – Legal Secretary  
McCarron, Ashley – Assistant Attorney  
Starin, Karen – Paralegal  
Whitney, Hope – Assistant Attorney  
Currently vacant

**Stabilization (5.2 FTE)**

Hixson, Ryan – Property Management Technician  
Holleran, Kate – Natural Resource Scientist  
Jones, Ryan – Natural Resource Specialist  
Leary, Shannon – Acquisition Specialist  
Merrill, Jeffrey – Natural Resource Specialist  
Moeller, Dan – Natural Areas Land Manager  
Soll, Jonathan – Science and Stewardship Manager  
Wulf, Laurie – Property Management Specialist

**Local Share (.5 FTE)**

Navarro, Mary Rose – Grants Program Coordinator

**Capital Grants (.8 FTE)**

Kent, Heather – Nature in Neighborhoods Program Supervisor  
Navarro, Mary Rose – Grants Program Coordinator

**Capital Construction (.9 FTE)**

Davison, Mark – Parks and Natural Areas Planning Manager  
Wojtanik, Rod – Senior Regional Planner

**Administration (4.65 FTE)**

Belding, Carrie – Natural Areas Program Assistant  
Bergstrom, Melissa – Assistant Finance Analyst  
Brennan-Hunter, Kathleen – Natural Areas Program Director  
Desmond, Jim – Sustainability Center Director  
Haliski, Marybeth – Administrative Services Coordinator  
Kennedy, Brian – Finance Manager  
Oppenheimer Odom, Laura – Natural Areas Communications Coordinator

# Implementation Work Plan

Overview and proposed changes

Natural Areas Program Performance  
Oversight Committee

Kathleen Brennan-Hunter

January 28, 2014



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# Current work plan

## Sections include:

Refinement

Acquisition parameters

Due diligence

Stabilization

Land banking (land management)

# Proposed changes

- Small properties where cost of appraisal will exceed or be a significant percentage of the purchase price
- Agricultural leases and home leases – providing for COO/designee to enter into longer term leases
- Easements for non-park uses for long term encroachments – ability to resolve post-closing
- Appraisal conflicts – is there another approach?
- Propose updating the work plan to include Oversight Committee's stabilization conclusions

# Questions for the committee

- What is your feedback and advice about the proposed changes?
- Are there other ideas/approaches we should be considering/employing to help us reach agreement with willing sellers and close more transactions?